

The Regular Meeting of Council was held on Monday, July 25th, 2016 at 7:00 pm in the Council Chambers.

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

Staff: Stacey Barnes – Executive Assistant, Ross Potter – Director of Protective Services, Ruth Boden – Director of Finance & Earle Dumas – Director of Projects and Planning

Public: Paul Bickford (Hub) Louise Schumann, Storm Larocque, Jessica Mandeville

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#16-257

MOVED BY: CLLR CANDOW

SECONDED BY: CLLR DOHEY

CARRIED

3. DECLARATION OF INTEREST

There were no Declaration of Interest for the Regular Meeting of Council, Monday, July 25th, 2016.

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

Councillor Dohey – Thank you to the volunteers for this past Coor's Slo-Pitch Tournament, it went very well.

Deputy Mayor Jungkind – Would like to invite everyone to the opening ceremonies for the Western Canadian Softball Association Masters Fast pitch Championships to take place at 5:30 this Thursday. The park and renaming and jersey all on Thursday as well.

6. ADMINISTRATIVE ENQUIRIES

ASAO – Been a busy few weeks, Public Works can fill you in on projects.

Dumas – Directional Drilling RFP from Northmart to McRorie was closed on Friday, only one bidder, the budget was \$550,000, and it came in at \$458,000.

Councillor Dohey– Thank you for the Stantec report today.

Chief Potter – Started cleaning up the ERTC, taking away old vehicles and buildings. Prices on the new building are coming in.

6. ADOPTION OF MINUTES

a) April 25th, 2016– Regular Meeting of Council Minutes

#16-258 **MOVED BY: CLLR JAMESON**
 SECONDED BY: CLLR DOHEY **CARRIED**

b) May 9th, 2016 – Regular Meeting of Council Minutes

#16-259 **MOVED BY: CLLR JAMESON**
 SECONDED BY: CLLR DOHEY **CARRIED**

c) May 19th, 2016 – Special Meeting of Council Minutes

#16-260 **MOVED BY: CLLR JAMESON**
 SECONDED BY: CLLR DOHEY **CARRIED**

d) May 30th, 2016 – Regular Meeting of Council Minutes

#16-261 **MOVED BY: CLLR JAMESON**
 SECONDED BY: CLLR DOHEY **CARRIED**

e) June 16th, 2016 – Special Meeting of Council Minutes

#16-262 **MOVED BY: CLLR JAMESON**
 SECONDED BY: CLLR DOHEY **CARRIED**

f) June 27th, 2016 – Regular Meeting of Council Minutes

#16-263 **MOVED BY: CLLR JAMESON**
 SECONDED BY: CLLR DOHEY **CARRIED**

g) July 6th, 2016 – Special Meeting of Council Minutes

#16-264 **MOVED BY: CLLR JAMESON**
 SECONDED BY: CLLR DOHEY **CARRIED**

7. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes for this Regular meeting of Council on Monday, July 25th, 2016.

8. COMMITTEE REPORTS

a) Emergency Services Monthly Activity Report

RECOMMENDATION:

#16-265

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Emergency Services Activity Report for the month of June 2016 as presented.

CARRIED

BACKGROUND:

Summary:

At the start of the month we spent quite a few hours assisting with Hay River's annual Track and Field at DJSS. Efforts there involved watering the grass and the track and continued with 3 days of Medical Support for the participants. Thankfully the Med Tent saw only one serious injury which was a broken hip and we did see quite a few scrapes, cuts and strains during the meet.

The Fire Chief attended the annual NWT Fire Chief's Association meetings and provided training for other Fire Chiefs that attended this year's function. He was re-elected as the Vice President of the association and will continue his efforts in lobbying for the maintenance and improvement of regional Fire Training Facilities.

Our ten 1001 students had their first round of skills testing and we are pleased to say that all of the participants passed with flying colors. A lot of effort was put in by both the students and present firefighters to ensure the results would be favorable.

A joint effort between Recreation and the Fire Department allowed us to run a Babysitters Course out of the Emergency Services Building where we trained a total of 12 new babysitters.

Another Fire Extinguisher course was held for the Hay River Health and Social Services staff this month which was a total success. We will continue these courses until such time as the total staff has been trained. We also helped with the relocation of patients from the old hospital to the new Medical Center. The move of patients from one facility to the other went very well and we are looking forward to working out of the new center from now on.

Meetings:

PWS Committee Meeting

Council Meetings
Municipal Services Meeting
NWT Fire Chiefs Association Meeting
Fire Meetings

During the month of June 739 Volunteer hours were served by the members of the HRFD for a year to date total of 2602 hours.

STATISTICS

	2014	2015	2016	2016 YTD
Patient Transfers	14	16	10	127
Medical Emergency Local	9	13	12	74
Medical Emergency Reserve	1	0	2	10
Medical Emergency Highway	1	0	0	3
Medical Emergency Out of Town Patients	4	2	1	9
Body Transfer	1	2	1	4
Fires & Rescues	4	4	3	23
False Alarms	6	3	3	8
Training	4	4	3	21
Special Training	1	6	8	8
Cleanup & Maintenance	3	4	3	21
Fire Permits	0	0	0	4
Fireworks Permits	0	0	1	1
Public Safety	4	0	6	20
Inspections	8	6	4	33

MAINTENANCE

Ambulance 1	Weekly Checks
Medic 1	Weekly Checks
Pump 1	Weekly Checks
Pump 2	Weekly Checks
Pump 3	Weekly Checks
Tanker 1	Weekly Checks
Rescue 1	Weekly Checks
Rescue 2	Weekly Checks
Rescue 5	Weekly Checks

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Ross Potter



Director Protective Services

Date: July 11, 2016

b) Municipal Services Monthly Activity Report

RECOMMENDATION:

#16-266

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal
Enforcement Report for June 2016 as presented.**

CARRIED

BACKGROUND:

By-law Name	Complaints Received	Warnings Issued	Tickets Issued
TRAFFIC	0	0	0
ANIMAL CONTROL	9	2	0

NOISE CONTROL	1	0	0
BUSINESS LICENSE	0	0	0
UNSIGHTLY LAND	1	1	0
LOTTERY LICENSE	0	0	0
TAXI LICENSE	0	0	0
SMOKING REGULATION	0	0	0
STREET CLEARING	0	0	0
GARBAGE COLLECTION	0	0	0

NWT Offences	Complaints Received	Warnings Issued	Tickets Issued
Motor Vehicle Act	0	0	0
"ATV" Act	N/A	N/A	N/A

Dog Attack Complaints Received	2
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Number of Dogs Caught	2
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Unsightly Properties: 1

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaws as applicable

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:



APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:



Brad Mapes
Mayor

Date: July 7th, 2016

d) Cash Requirement Report

RECOMMENDATION:

#16-268

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR JAMESON**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Cash Requirement report as presented.

CARRIED

BACKGROUND:

In response to a request from Council at the General Meeting April 11, 2015, Administration is pleased to report that all liabilities due up to July 7th have been paid to date. The 2nd Quarter Financial Report will be available for the Regular Council Meeting on July 25th.

COUNCIL POLICY / STRATEGY OR GOAL:

To achieve sound financial management and accountability in relation to municipal finances.

- Claims verification/certification
- Energy model review/workshop
- Dispute mediation
- Project Procedures Manual
- Communication Plan
- Additional meeting as required
- Monthly Site inspections/claims certification
- Negotiations with Design Builders for Final Design
- Communication with Town of Hay River Building Committee and Council
- Monthly progress Claims report
- Unit price work plan and coordination
- Review of as-build drawings
- Schedule of values approval and monthly review
- Shop drawing and submittal reviews
- Monthly site meetings
- Site Instructions
- Power and heat plan review/coordination
- Holdback release recommendation
- Interim Inspection holdback assessment
- Project Closeout
- Project Forms
- Contract Management
- Safety and Security plan/coordination
- Sub-Proponents coordination
- Misc. service as required

Also important to know that either party can cancel agreement with 14 days' notice.

2 Request for Quotations were received;

Stantec Architecture and TJ Technical (quotes attached)

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

- Fee Schedule Attached
- Anticipated Cost for this project is \$275,000 plus travel/common expenses based on typical architectural field services involvement.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Request for Quotation (RFQ Project number: HRC1601
Quotes from both proponents

Prepared by:

Ian Frankton
Community Services Director

Date: July 11th, 2016

F) Excused Absence

RECOMMENDATION:

#16-270 **MOVED BY: CLLR JAMESON**
 SECONDED BY: CLLR MAHER

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor McKay from the Municipal Services Committee, Monday, July 11th, 2016.

CARRIED

BACKGROUND:

Councillor McKay has request to be excused from the Municipal Services Committee, Monday, July 11th, 2016.

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: July 7th, 2016

g) Postal Disruption

RECOMMENDATION:

#16-271

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report as presented.
CARRIED**

BACKGROUND:

As of the date of writing this report, it is unknown if a postal disruption will be in effect on Monday, July 11th. Administration has done the following to prepare for this possible occurrence:

- 1) Utility Billings and Accounts Receivable
 - a. A notice will be hand delivered with the monthly utility billing outlining the options available to the customer for payment.
 - i. We currently offer an on-line payment method through our bank for both the utilities and property taxes available with most major banks.
 - ii. We can accept hand delivered cash or cheques, or the customer can pay at the customer service desk with debit card.
 - b. A notice will be coming out in the Hub this week outlining the above.
- 2) EFT Payments
 - a. We are obtaining training on Vadim's EFT option on Friday July 15th.
 - b. We will be offering hand delivery of payments.

COUNCIL POLICY / STRATEGY OR GOAL:

To achieve sound financial management and accountability in relation to municipal finances.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Code of Conduct for Members of Council

FINANCIAL IMPLICATIONS:

Prompt payment of commitments on behalf of the Town ensures efficient and effective use of funds.

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:



Stacey Barnes
Executive Assistant
Date: July 22, 2016

b) Hay River Building Coalition Payment

RECOMMENDATION:

#16-273

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

THE COUNCIL OF THE TOWN OF HAY RIVER approves payment of invoices for costs incurred by Arctic Canada Construction Ltd., Rowe's Construction Ltd., Taylor and Co, and Mackenzie Electric not to exceed a total for all companies included of \$100,000. And that Council direct Administration to prepare MOU's for each of the proponents.

CARRIED

BACKGROUND:

During the deliberations over the decision to not proceed with a sole source contract on the Don Stewart Arena Renovation, Council discussed the possibility of making the above payment to the group called the Hay River Builders Coalition.

At a meeting between the Mayor, Acting SAO and Arctic Canada Construction and Rowe's Construction on Tuesday, July 19th the following breakdown of the amount was discussed:

Hay River Builders Coalition for the Don Stewart Recreation Complex Schematic and Design Development Investigation and Report.

Each member of the Builders Coalition provided consultation for the Design Build Proposal and class B Estimate for the public presentation required for the Plebiscite.

The participation for all members required attendance at numerous Building Committee meetings, building investigations and condition reports for all components, systems and equipment, ongoing collaboration with Stantec during the months of July, August, September

and October of 2015 to prepare the scopes of work, review design progress, provide constructability input, provision of product and system selection, scheduling, and pricing for the design build report.

Arctic Canada Construction Ltd.:

Team lead, main estimate, hiring of third party consultants, OFM review meetings,
Building envelope systems and pricing, and DB proposal and presentation:
\$60,500

Rowe's Construction Ltd:

Civil, concrete, structural, and architectural divisions:
\$19,900

Taylor and Co:

Mechanical division \$13,600

Mackenzie Electric

6,000 \$

Each of the companies noted in the summary above will invoice the Town of Hay River individually for the services provided.

There was also discussion around some of the members who may go on to work with the successful proponent, Clark Builders, and therefore not claim the full amount of share if they are successful in their bid with Clark. The timeframe for this would likely fall into place within the next 3 months.

Administration will remain in touch with the proponents on an individual basis and determine if they are benefitting in a similar manner with the successful proponent as they would have if the sole source option had been accepted; at which time the MOU between the Town and the proponent will reflect that reality.

COUNCIL POLICY / STRATEGY OR GOAL:

To treat the local contractors fairly with a conscious effort to remain economically viable as a municipality.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River Capital Budget for 2016

FINANCIAL IMPLICATIONS:

\$100,000 expenditure to be added to the Capital Budget for the Don Stewart Arena project.

ALTERNATIVES TO RECOMMENDATIONS:

- 1) Council can decide to use a different amount.
- 2) Council can decide to disregard the request.

ATTACHMENTS:

None.

Prepared by:
Ruth Boden
Director of Finance

Reviewed by:
Scotty Edgerton
SAO

- c) Public Works Report

RECOMMENDATION:

#16-274 **MOVED BY: CLLR CANDOW**
SECONDED BY: DEPUTY MAYOR JUNGKIND

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the “on going projects” report

CARRIED

BACKGROUND:

- McBryan Dr. storm sewer work to be completed July 22/16
- McBryan Dr. Asbestos Pipe removal completed July 15th /16
- McBryan Dr. sidewalk, curb and gutter prep ongoing between Woodland Dr. North and Woodland Dr. South
- McBryan Dr. NUL/NWTEL conduit install approx. 60% complete
- Menzie Pl./Abbey Pl. replace existing Manholes to be completed July 22,23,24 weather permitting
- Lagoon Desludging and clean-up completed July 9th
- Lagoon Inspection July, 23rd
- McRorie/Northmart Directional Drilling RFP mandatory site visit for bidding attended by 1 interested party Jack Rowe (Rowes Construction)closes July 22/16
- McRorie Rd. Water, Sewer, Concrete and Asphalt material on order
- Water Treatment Plant Chlorine injection system replacement to start in Aug/16
- TOHR Lot on Dean Dr. removed from inventory. “Cleared and Grubbed” for acceptance of excavated material from projects in 2016 to be re assessed after completion.
- Bio Pad material hauled out and stockpiled, approx. 3000 cubic meters to be used for cover at Landfill pending re sampling.
- Water Meter Replacement Program to start 1st week Aug/16

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Mackenzie Valley Land and Water Board
Environment and Natural Resources
Water Resource Officer

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by: Earle Dumas
Director of Projects and Planning

Reviewed by:

d) 2ND Quarter Financials

RECOMMENDATION:

#16-275 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDED BY: CLLR CANDOW

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accept the 2016 2nd Quarter
Financials as presented.**

CARRIED

BACKGROUND:

**As part of Administration's on-going plans to provide Council with up-to-date financial
information attached is the 2nd Q financial report for Council's review.**

COUNCIL POLICY / STRATEGY OR GOAL:

To ensure efficient and effective management of Town of Hay River finances.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration By-law

FINANCIAL IMPLICATIONS:

2016 O&M Budget for General Operating Fund; Utility Operating Fund; Land Development Fund.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Town of Hay River 2016 2nd Quarter Report on Revenues and Expenditures

Prepared by:

Ruth Boden – Director of Finance
Date: 22 July 2016

Reviewed by:

Scotty Edgerton - SAO
Date: July 22, 2016

e) Cash Requirement Information

RECOMMENDATION:

#16-276

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the cash requirement information as presented.

CARRIED

Prepared by:

Ruth Boden
Director of Finance

Reviewed by:

Date: July 22, 2016

f) Excused Absence

RECOMMENDATION:

#16-277

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Anderson from the Regular Meeting of Council, Monday, July 27th, 2016

CARRIED

BACKGROUND:

Councillor Anderson have requested to be excused from the Regular Meeting of Council, Monday, July 25th, 2016.

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: July 22, 2016

G) Operations and Maintenance Contribution Agreement

RECOMMENDATION:

#16-278

**MOVED BY: CLLR JAMESON
SECONDED BY: CLLR MCKAY**

THE COUNCIL OF THE TOWN OF HAY RIVER approves the Operations and Maintenance Funding Contribution Agreement for 2016 – 2017 in the amount of \$1,414,002.

CARRIED

BACKGROUND:

In March 2016 Council approved an interim funding agreement with government of Northwest Territories for Operations and Maintenance for the period April 1, 2016 to June 30, 2016 in

the amount of \$673,998. At this time the government is offering funding for the period July 1, 2016 to December 31, 2016 in the amount of \$1,414,002 for a total of Operations & Maintenance Funding of \$2,088,000 for the year.

Once these agreements are signed, funding will flow for the next two quarters.

COUNCIL POLICY / STRATEGY OR GOAL:

To obtain Operations and Maintenance Funding for the current budget year.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River O&M Budget for 2016

FINANCIAL IMPLICATIONS:

\$1,414,002 for operating expenditures for the calendar year.

ALTERNATIVES TO RECOMMENDATIONS:

None

ATTACHMENTS:

Transfer Agreement – O & M Transfer Agreement.

Prepared by:
Ruth Boden
Director of Finance

Reviewed by:
Scotty Edgerton
SAO

h) Water & Sewer Contribution Agreement

RECOMMENDATION:

#16-279

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

THE COUNCIL OF THE TOWN OF HAY RIVER approves the Water and Sewer Funding Contribution Agreement for 2016 – 2017 in the amount of \$667,000.

CARRIED

BACKGROUND:

In March 2016 Council approved an interim funding agreement with government of Northwest Territories for Water & Sewer for the period April 1, 2016 to June 30, 2016 in the amount of \$285,000. At this time the government is offering funding for the period July 1, 2016 to December 31, 2016 in the amount of \$667,000 for a total of Water and Sewer Funding of \$952,000 for the year.

Once these agreement are signed, funding will flow for the next two quarters.

COUNCIL POLICY / STRATEGY OR GOAL:

To obtain Sewer & Water Funding for the current budget year.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River Utilities Budget for 2016

FINANCIAL IMPLICATIONS:

\$952,000 for operating expenditures for the calendar year.

ALTERNATIVES TO RECOMMENDATIONS:

None

ATTACHMENTS:

Transfer Agreement – Sewer & Water Transfer Agreement.

Prepared by:
Ruth Boden
Director of Finance

Reviewed by:
Scotty Edgerton
SAO

10. BYLAW

a) Bylaw 1811 "N" – General Plan Bylaw –60 Paradise Road Second Reading

#16-280

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

CARRIED

b) Bylaw 1812 "U" – Building and Zoning Bylaw – 60 Paradise Road Second Reading

#16-281

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

CARRIED

c) Bylaw 2352/PS/16– Ambulance and Service Fees Bylaw – Third and Final Reading

#16-282

**MOVED BY: CLLR MCKAY
SECONDED BY: CLLR MAHER**

CARRIED

Let it be noted that Councillor Candow was opposed

d) Bylaw 2353/LIP/16– McBryan Drive Bylaw – Third and Final Reading

#16-283

**MOVED BY: CLLR MCKAY
SECONDED BY: CLLR DOHEY**

CARRIED

e) Bylaw 2356 – Sale of Land – Third and Final Reading

#16-284

**MOVED BY: CLLR MCKAY
SECONDED BY: CLLR DOHEY**

CARRIED

f) Bylaw 2357– Sale of Land – First and Second Reading

1st Reading

#16-285

**MOVED BY: CLLR MCKAY
SECONDED BY: CLLR DOHEY**

CARRIED

2nd Reading

#16-286

**MOVED BY: CLLR MCKAY
SECONDED BY: CLLR DOHEY**

CARRIED

g) Bylaw 2358/LIP/16 – McRorie Road – First Reading

#16-287

**MOVED BY: CLLR MCKAY
SECONDED BY: CLLR CANDOW**

CARRIED

