

The Regular Meeting of Council was held on Monday, April 24th, 2017 at 7:00 pm in the Council Chambers.

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

Staff: Stacey Barnes – Executive Assistant, Ross Potter – Director of Protective Services, Earle Dumas – Director of Public Works, Ruth Boden – Director of Finance and Administration, James Darby – Director of Recreation and Community Services

Public: Todd Shafer & Greg Rowe

1. **CALL TO ORDER:**

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

2. **ADOPTION OF AGENDA**

#17-121

MOVED BY: CLLR ANDERSON

SECONDED BY: CLLR DOHEY

CARRIED

3. **DECLARATION OF INTEREST**

There were no Declarations of Interest during the Regular Meeting of Council, Monday, April 24th, 2017.

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

Mayor Mapes declared April 24th "Walk of Values" day

5. **ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)**

a) March 27th, 2017 – Regular Meeting of Council

#17-122

MOVED BY: CLLR CANDOW

SECONDED BY: DEPUTY MAYOR JUNGKIND

CARRIED

6. **BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

7. ADMINISTRATIVE ENQUIRIES

- Boden –**
- We would like to introduce the new photos on the Council Chambers wall
 - Almost completed the Rec Centre Financing, just tying up loose ends
 - Dealing with Land issues – Development Appeal Board (DAB) in early May
 - Finalizing RFP's
 - Yearend wrap up
 - Local improvement tax entering into the system, letter to residents that did not give choice of payment.
- Dumas**
- Street sweeping starting this week
 - Pickup tender went to Aurora Ford, as only bidder
 - Looking over contract issues before awarding to Stantec
- Darby**
- Meeting with local residents and seniors
 - Meeting with Cory Strang , Chair of the Recreation Board
- Potter**
- Breakup 2017 is going well so far, things are moving downward direction at this time, falls to crack this week. Chinchaga broke on the 18th, ice is very thick.

8. COMMITTEE REPORTS

a. Mayors Monthly Report

RECOMMENDATION:

#17-123 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Mayors Report for March 2017 as presented.

CARRIED

BACKGROUND:

Mayor's March 2017 Meetings

<u>Date</u>	<u>Meeting With</u>	<u>Location</u>
Mar. 1/2017	Meeting with Environment Canada staffing from YK Local concerns with the water ways	Mayor's office
Mar. 3/2017	Meeting with ITI Tom Colisomo Concerning NWT Fishing	Mayor's Office

Mar. 13/2017	Meeting with Darnley Bay Tim Smith Updates on their project	Mayor's Office
Mar. 15/2017	Meeting with Jackie Kruger Idea for community wellness	Mayor's Office
Mar. 20/2017	Meeting April Glacier from Hay Days Discussion on their plans for the summer events	Mayor's Office
Mar. 22/2017	Meeting Mayor of YK, YK SAO and our SAO	Taste of Saigon
Mar. 27/2017	Meeting with MLA RJ Simpson Updates from GNWT	Mayor's Office
Mar. 27/2017	Meeting with Beautification Committee Ideas on their plans for the year	Mayor's Office
Mar. 30/2017	Meeting with Wallington Eggs Boys Update with their project	Mayor's Office
Mar. 30/2017	Meeting with Tom and Nancy Makepeace Ideas for community wellness	Mayor's Office
Mar.31/2017	Meeting with Hospital Transportation ideas for residents	Hospital Board room

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:



Brad Mapes
Mayor

Date: March 29th, 2017

b) Public Works Monthly Report

RECOMMENDATION:

#17-124

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the monthly report from Public Works for the month of March, 2017.

CARRIED

BACKGROUND:

- Water Treatment Plant, Lagoon and Lift Stations operations and inspections
- Vehicle and equipment maintenance on going
- Flushing of sewer mains in troubled areas
- Ongoing Snow and ice removal on streets, crescents and cul de sacs
- Waterline service freeze ups in Abbey Pl, Menzie Pl and Mcbryan Dr.
- Water main break, Beaver Cres. (March 18th)
- Spill Contingency Plan due March 31 (MVLWB)
- Snow Disposal plan due March 31(MVLWB)
- 2016 Water Report due March 31(MVLWB)
- Equipment prep for spring thaw
- Crushing of vehicles and white goods at the Landfill for removal

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- MVLWB N1L3-0053
- MVLWB MV2009L3-0005

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by: Earle Dumas
Director of Projects and Planning

Reviewed by:

c) Building & Development Report for March 2017

RECOMMENDATION:

#17-125

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR ANDERSON**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Development and Building Permit Report for the month of March 2017.

CARRIED

BACKGROUND:

SUMMARY

- 1 Development Permits and 0 Building Permit have been approved for the month of March, 2017. In the month of March 2016 we had 8 Development Permits signed out.

Background

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

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
March 8/17	DH17-011	15 McRorie Road	Triple J Mechanical

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

Reviewed by:
Judy Goucher
SAO

Date: March 30th, 2017

Date: March 30th, 2017

d) Excused Absence

RECOMMENDATION:

#17-126 **MOVED BY: CLLR ANDERSON**
SECONDED BY: CLLR CANDOW

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor McKay from the Public Works Committee Meeting on Monday April 3rd, 2017 and Councillor Coakwell from the Municipal Services Committee Meeting, Monday, April 10th, 2017.

CARRIED

BACKGROUND:

Councillor McKay has asked to be excused from the Public Works Committee Meeting, April 3rd, 2017 and Councillor Coakwell from the Municipal Services Committee Meeting, Monday, April 10th, 2017

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: March 30th, 2017

e) Invitation for Territorial Youth Gathering

RECOMMENDATION:

#17-127 **MOVED BY: DEPUTY MAYOR JUNGKIND**
 SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER comes back to Administration with recommendations of youth participants and chaperones from our Community to attend the Territorial Youth Gathering May 24 & 25, 2017 at Camp Connections.
CARRIED

BACKGROUND:

On May 24 and 25, 2017 the Government of Northwest Territories (GNWT) will bring approximately 70 youth from across the territory to inform the GNWT approach to health and wellness programming for Northwest Territories youth.

The GNWT would like to request our help selecting the youth participants of this gathering.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Letter from GNWT

Prepared by:

Stacey Barnes
Executive Assistant
Date: March 30th, 2017

f) Emergency Services Committee Report

RECOMMENDATION:

#17-128

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Emergency Services Activity Report for the month of March, 2017 as presented.

CARRIED

BACKGROUND:

Summary

Training this month consisted of NFPA 1001 topics which included Communications, Incident Command, Fire Behaviour and Building Construction. The 1001 students and new members are doing well with the program again this year. We also did a session which involved Ambulance Scenarios to hone skills of our First Responders and a session on self-administration of Narcan. As a side note most of our Medical Responders now have their own kit of Narcan in the event of a response where we are exposed to opioids (fentanyl in particular).

We also did some training for the RCMP this month where the Fire Chief provided training on the use of GPS in wilderness conditions. Members involved in this training this year were from the Emergency Response Team (ERT). The FD providing this training aids us in building strong relationships with our partners in Emergency Response.

The installation of breakup equipment started this month and will be an ongoing project for the next few weeks. There will be some changes to Technology this year which should improve our data during the breakup season.

We have now received our new Self Contained Breathing Apparatus and have provided the training needed to bring the new gear into service. We will be going through the old SCBA and will take the best 4 sets for redeployment to our Recreation Department and Public Works and Services.

Meetings:

- PWS Committee Meeting
- Council Meetings
- Municipal Services Meeting
- Fire Meetings
- Management Meetings
- NWTFCA Meetings
- JOH&S Meeting
- Darnley Bay

During the month of March 541 Volunteer hours were served by the members of the HRFD for a year to date total of 1,476.5 hours.

STATISTICS

	2015	2016	2017	2017 YTD
Patient Transfers	10	32	12	37
Medical Emergency Local	4	15	16	37
Medical Emergency Reserve	0	0	2	5
Medical Emergency Highway	0	1	1	3
Medical Emergency Out of Town Patients	1	2	2	5
Body Transfer	0	0	0	2
Fires & Rescues	2	2	2	9
False Alarms	0	0	3	9
Training	1	4	6	13
Special Training	1	0	0	4
Cleanup & Maintenance	2	5	5	15
Fire Permits	0	0	0	0
Fireworks Permits	0	0	0	2
Public Safety	0	2	3	5
Inspections	7	3	4	12

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/Fire Chief
Date: April 13, 2017

Reviewed By:

Judy Goucher

Senior Administrative Officer
Date: April 13, 2017

g) CPI Contribution Agreement

RECOMMENDATION:

#17-129 **MOVED BY: CLLR JAMESON**
SEONCED BY: CLLR CANDOW

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the Community Public Infrastructure Funding Contribution Agreement for 2017 – 2018 in the amount of \$1,260,000.

CARRIED

BACKGROUND:

CPI Funding is based on the GNWT fiscal year which is from April 1st to March 31st. Our funding for this year is based on 2016 -17 rates and will be \$1,260,000.

The two requirement for CPI Funding are an approve capital budget and the approval of this agreement. We can anticipate received the funding in May once the agreements are signed and delivered as our Capital Budget for 2017 is approved and has been shared with MACA.

COUNCIL POLICY / STRATEGY OR GOAL:

To obtain CPI Funding for the current budget year to enable the Town to complete planned capital spending.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River General Plan and Town of Hay River Capital Plan

FINANCIAL IMPLICATIONS:

\$1,260,000 for capital expenditures.

ALTERNATIVES TO RECOMMENDATIONS:

None

ATTACHMENTS:

Transfer Agreement – Community Public Infrastructure.

Prepared by:
Ruth Boden
Director of Finance & Administration

Reviewed by:
Judy Goucher
Senior Administrative Officer

h) Excused Absence

RECOMMENDATION:

#17-130 **MOVED BY: DEPUTY MAYOR JUNGKIND**
 SECONDED BY: CLLR MCKAY

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Anderson from the Municipal Services Committee Meeting on Monday April 10th, 2017

CARRIED

BACKGROUND:

Councillor Anderson has requested to be excused from the Municipal Services Committee Meeting on Monday April 10th, 2017.

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: April 6, 2017

9. NEW BUSINESS

a) Recreation Centre Progress Claim #9

RECOMMENDATION:

#17-131

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the payment of Progress #9 in the amount of \$1,135,293.51 plus GST.

CARRIED

BACKGROUND:

The Town of Hay River has entered into an agreement with Clark Builders on the Don Stewart Recreation Centre Renovation.

The ninth Progress Claim has been presented for payment. This includes work up to and including March 31, 2017 less the 10% holdback. Attached is a copy of the Claim including a schedule of values showing progress to the cutoff date.

COUNCIL POLICY / STRATEGY OR GOAL:

To make informed decisions and mitigate risk to the Town of Hay River

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Property and Procurement By-Law No. 1574/GEN/2016.

FINANCIAL IMPLICATIONS:

Capital Budget expenditures for 2017 \$1,135,293.51

ALTERNATIVES TO RECOMMENDATIONS:

N/A.

ATTACHMENTS:

Don Stewart Recreation Centre Progress Claim #9

Prepared by:

Ruth Boden
Director of Finance

Reviewed by:

Judy Goucher
Senior Administrative Officer

10. NOTICES OF MOTIONS

There were no notices of motions for this Regular meeting of Council on Monday, April 24th 2017.

11. IN CAMERA

#17-132

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

That the Council of the Town of Hay River move to In Camera at 7:11pm.

CARRIED

#17-133

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

That the Council of the Town of Hay River move out of In Camera at 8:14PM.

CARRIED

13. General Plan

RECOMMENDATION:

#17-134 MOVED BY: DEPUTY MAYOR JUNGKIND

SECONDED BY: CLLR JAMESON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to enter into a contract with David Klippenstein & Associates Ltd. to update the General Plan and Zoning and Building By-laws.

CARRIED

BACKGROUND:

General Plan, Bylaw 1811

The current General Plan, Bylaw 1811 was adopted in 2002. It had been previously reviewed, updated and approved in 1994.

The current General Plan Bylaw 1811 features an expansive growth management strategy for an urban footprint for a population of 20,000 population. This was done in response to land claim negotiations and optimism about resource development at that time.

The General Plan was reviewed in 2010 resulting in a draft document. However, the updated General Plan was not approved by Council. Hence the 2002 General Plan remains in place as the approved General Plan.

The attached proposal by Klippenstein and Associates identifies an approach to updating the 2010 draft agreement taking into consideration changes in circumstances, events and trends since 2010.

Zoning Bylaw 1812

Zoning Bylaw 1812 has not changed much since it was thoroughly reviewed in 1993/94. It has served well since that time while a number of potential improvements have been identified by Administration. A draft revised Zoning Bylaw was prepared in 2010 along with the revised 2010 General Plan. However, it was not adopted by the Town.

It is recommended that the current Bylaw 1812 be used as the template for review and update.

Justification for sole source contract with Klippenstein and Associates Limited.

By-Law No. 1574 Tendering and/or Request for Proposal POLICY as follows:

3. When it is decided to approach only one supplier this decision should be duly recorded with the justification for selection of the sole source supplier and shall be done with the approval of the appropriate committee of Council

prior to awarding the contract. Justifying circumstances per the contract regulations are limited to the following:

- a) The requirements of a very small order that does not warrant the expense of a tender call;
- b) There is clearly only one qualified firm/contractor available when all factors and pertinent policies are taken in account;
- c) The work is one of pressing emergency in which delay would be injurious to the public interest.

In the case of updating the General Plan and Zoning and Building by-laws it can be argued that section 3.b) applies in this case as the plan that was prepared by the other qualified firm – Dillion Consulting – was not acceptable to the Town and as such they were not approached to bid on the current update. Klippenstein and Associates have a history of providing the Town with good service and are relied on from time to time for expertise in applying the current General Plan and Zoning and Building By-law. Awarding the contract to Klippenstein and Associates is a cost-effective approach to updating these by-laws due to their familiarity with the Town's current by-laws. Relying on someone who is familiar with the Town's existing by-laws also reduces the time to complete the project which is overdue and a requirement under the Section 6 of the *Community Planning and Development Act* "

6. Council shall complete a review of a community plan within eight years after it is first adopted, and thereafter no later than eight years after the completion of each previous review.

The estimated cost for the scope of work in the attached proposal is \$22,000 plus expenses.

COUNCIL POLICY / STRATEGY OR GOAL:

Council will meet its legislative requirements.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Community Planning and Development Act
General Plan By-law 1811
Zoning and Building By-law 1812

FINANCIAL IMPLICATIONS:

Council approved a budget of \$10,000 to update the General Plan by-law. The additional funding required to complete the update of both by-laws will be identified during the quarter one forecast update.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Klippenstein and Associates proposal
David Klippenstein, M.A. RPP resume

Prepared by:
Judy Goucher
SAO

Reviewed by:

13. Adjournment

#17-135 MOVED BY: CLLR CANDOW

That the Regular Meeting of Council be adjourned at 8:15pm.

CARRIED

Certified Correct as Recorded on the 24th day of April 2017.

These minutes were accepted by motion # 17-151

Mayor

Judy Goucher
Senior Administrative Officer