

The Regular Meeting of Council was held on Tuesday, August 29th, 2017 at 6:30pm in the Council Chambers.

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

Staff: Judy Goucher – Senior Administrative Officer, Earle Dumas – Director of Public Works, Ruth Boden – Director of Finance and Administration, Jim Darby – Director of Recreation and Community Services

Public: Greg Rowe (2018 AWG)

1. **CALL TO ORDER:**

This Meeting was called to order at 6:30pm with Mayor Mapes presiding.

2. **ADOPTION OF AGENDA**

#17-213

**MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR JAMESON**

CARRIED

3. **DECLARATION OF INTEREST**

There were no Declarations of Interest during the Regular Meeting of Council, Tuesday, August 29th, 2017.

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

Councillor Dohey – AWG 200 day out event went well, thanks to the organizers
Mayor Mapes – Congratulations to Lights On for receiving the Excellence in Education Award. Recent passing of Jennie Gauthier, Maria Thomas and Roy Grimsrud.

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

a) July 25th, 2017 – Regular Meeting of Council

#17-214

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

CARRIED

6. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

7. ADMINISTRATIVE ENQUIRIES

Boden - 2018 Budget process underway

Dumas

- ILS road 95% complete
- Wharf road 80% complete
- 553 Water line work under way
- 34 Meters of patchwork under way
- Wright crescent to be started after the 553 water line fix Corridor grading happening Friday (July 28th)
- Fiber line project underway
- Biopad water sampling complete

Darby

- Terry Fox Run September 7th - t-shirts can be purchased at VIC and Town Office
- Aquatic centre closed 3 weeks in September for maintenance and cleaning

8. COMMITTEE REPORTS

a. Public Works Monthly Report for July

RECOMMENDATION:

#17-215

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

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

CARRIED

BACKGROUND:

- Water Treatment Plant, Lagoon and Lift Stations operations and inspections
- Vehicle and equipment maintenance on going
- Sewer Main repairs on Cedar Rd.
- Sewer Main repairs on Commercial Rd.
- Lower elevations of existing manholes and valves
- Complete sewer main lining in downtown core (report to follow end of Aug)
- Annual report for Water License Completed and sent to MVLWB for review
- Annual spring inspection from E&R and MVLWB completed
- Annual inspection of facilities with Environmental Health Officer
- Soil removal from Bio-pad (approx. 1500m3) more turning and testing this month.

- Metal sorting at landfill on-going
- RFQ for Asphalt Patch work closed June 30th. Awarded to Carter Ind.
- RFQ issued for Sidewalks replacement in downtown core. Closes Aug 11th
- RFQ issued for 553 Water Main replacement. Closes Aug 11th
- Tender for Wright Cres awarded to Rowe's Construction. Local improvement data being collected
- McBryan Dr. and McRorie Rd. Landscaping and concrete curb, gutter and sidewalks on going. Asphalt mid Aug.
- McRorie Rd. Force Main replacement completed.
- Survey of water main from Water Treatment Plant completed.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Mackenzie Valley Land and Water Board (MV2009L3-0005)
- Environment and Natural Resources Waste Management Guidelines
- Bylaw 1574/GEN/16 Town of Hay River Purchasing Policy

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by: Earle Dumas
Director of Projects and Planning

Reviewed by:

b) Building and Development Report for July

RECOMMENDATION:

#17-216

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

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

CARRIED

BACKGROUND:

SUMMARY

- 8 Development Permits and 2 Building Permit have been approved for the month of July, 2017. In the month of July 2016, we had 18 Development Permits and 10 Building Permits signed out.

Background

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

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
July 6/17	D17-044	31-61 Woodland Drive	Set up 14'X70' Mobile Home
July 6/17	D17-045, B17-016	53 Riverview Drive	New Deck and Rear Fence
July 10/17	DH17-046	553	Spa and Makeup Services
July 12/17	D17-047	4 Royal Road	Demolish Ranger Apartments
July 17/17	D17-048, B17-017	Soaring Eagle Friendship Centre	New Wheelchair Ramp and Stairs
July 17/17	D17-049	8 Forrest Drive	Stick Built 1750 SQ. FT. House, Attached Garage
July 18/17	D17-050	31 John Mapes Crescent	New Rear Fence
July 19/17	D17-051	Highway 2, km 36.7	Hospital Crosswalk

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: August 3rd, 2017

Reviewed by:
Ruth Boden
Acting SAO
Date: August 3rd, 2017

c) Excused Absence

RECOMMENDATION:

#17-217 **MOVED BY: CLLR DOHEY**
 SECONDED BY: DEPUTY MAYOR JUNGKIND

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor McKay from the Public Works Committee Meeting on Tuesday, August 8th.

CARRIED

BACKGROUND:

Councillor McKay has asked to excused from the Public Works Committee Meeting on Tuesday, August 8th.

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: August 4th, 2017

d) Mayors Report for July

RECOMMENDATION:

#17-218 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDED BY: CLLR JAMESON

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

CARRIED

BACKGROUND:

Mayor's July 2017 Meetings

<u>Date</u>	<u>Meeting With</u>	<u>Location</u>
July 6/2017	Meeting with Darnley Bay Management team Update on project	Mayor Office
July 10/2017	Meeting with Air Force Captain Tony Petrilli Discussion with EMO plan for Hay River & Surrounding areas	Mayor office
July 18/2017	Meeting with the Hay River Egg Brothers update on their plans	Mayor Office
July 18/2017	Meeting with Phil Cyr of the RCMP Update on the RCMP	Mayors office
July 24/2017	Meeting with Darnley Bay Board members update on the project	Council chambers
July 28/2017	Meeting with Gary Hoffman 649 Channel update on the 649 channel	Mayor office

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: August 3rd, 2017

e) Emergency Services Monthly Report for July

RECOMMENDATION:

#17-219 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDED BY: CLLR DOHEY

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

CARRIED

BACKGROUND:

Summary

July was a fairly busy month where we responded to 43 emergency calls between Fire and Ambulance. We even had a couple of times where both Ambulances were responding to different calls at the same time. The department also had a few members who were also very active in the Canada 150 Celebrations.

Training was focused mostly on NFPA 1001 Theory and Practical sessions which included Fire Suppression and Ventilation. The Fire Suppression involved the use of our fire tower and gave the trainees a sense of what it is like in an actual fire situation. We have also completed Narcan training for Self-Administration and for treating patients. We are just finalising our SOP for administering Narcan and will have this skill added to our list of meds that we can administer while responding on the Ambulance.

The Canadian Armed Forces came in to do a week long study to check to ensure that the Town of Hay River could support the addition of 420 persons for 72 hours in the event of an evacuation from a neighbouring town. The final report was very positive and we only showed a few weaknesses. The first weakness was a shortage of furniture and bedding which could be resolved by obtaining these resources from AWG when the games are done. The second was a lack of shower and laundry facilities at present quarters which could be resolved by renting trailer units from local organizations. The last weakness was food sources if an event was prolonged and road access was compromised. Other than that they think we are in good shape for taking on or aiding other communities in the event of an emergency evacuation.

We ran 3 Kids sessions this month which included Summer Heat, the Ecole Boreal equivalent to Summer Heat and a session with kids from the reserve. We spent time teaching about prevention and then letting them see our units. Once that was completed we gave the kids the opportunity to play with a fire hose knocking down targets. All the kids seemed to enjoy the experience.

Other fire prevention duties included a couple of Fire Extinguisher courses. One for Hospital Staff and one for Power Corp staff. The training was well received and we were able to promote fire safety in the home and workplace with both organizations.

The brushing project is moving along fairly well and the areas that have been worked on so far look great. There have been a few people stopping by on the walking trail and so far only positive remarks.

Meetings:

PWS Committee Meeting
Council Meetings
Municipal Services Meeting
Fire Meetings
Management Meetings
CAF Operation Nunakput Meetings
911 Legislation Meeting

During the month of June 352 Volunteer hours were served by the members of the HRFD for a year to date total of 3140 hours.

STATISTICS

	2015	2016	2017	2017 YTD
Patient Transfers	15	13	15	79
Medical Emergency Local	10	11	20	87

Medical Emergency Reserve	2	3	2	9
Medical Emergency Highway	1	0	0	3
Medical Emergency Out of Town Patients	0	2	3	10
Body Transfer	0	2	0	4
Fires & Rescues	3	8	3	13
False Alarms	2	1	0	12
Training	4	4	4	26
Special Training	3	0	0	7
Cleanup & Maintenance	2	4	2	22
Fire Permits	0	1	0	0
Fireworks Permits	0	1	1	3
Public Safety	6	1	4	22
Inspections	2	16	7	27

MAINTENANCE

Ambulance 1	Weekly Checks
Medic 1	Weekly Checks
Pump 1	Weekly Checks, Pump Testing
Pump 2	Weekly Checks
Pump 3	Weekly Checks, Pump Testing
Tanker 1	Weekly Checks, Pump Testing
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:

None

Prepared by:

Ross Potter

Director Protective Services/Fire Chief
Date: August 15, 2017

Reviewed By:

Judy Goucher

Senior Administrative Officer
Date: August 15, 2017

f) Recreation Activity Report for July

RECOMMENDATION:

#17-220

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled
"Recreation and Community Services Monthly Report" for July 2017 as
presented**

CARRIED

BACKGROUND:

The main focus for the Director Recreation & Community Services during this reporting period has been the Porritt Landing Revitalization Plan. The plan is moving along nicely with 2 major projects (retaining wall/scrub cut back) already being completed. The car park refurbishment and dry shelter ground work is just about to start.

The yoga instructor course is in full flow and already in its 2nd week of instruction with 6 potential yogis receiving intensive training.

Aquatic Center

Communication regarding the annual shutdown of the aquatic centre is now being distributed, to ensure the town residences have time to plan accordingly. The annual shutdown will be over the period of **September 1-24th, 2017**. The pool will reopen for normal business on Monday, September 25, 2017. Requests for quotes for the boiler repair have been issued and are expected back shortly. The parts for the boiler repair are in location, therefore repair work will start immediately once the successful bidder has been approved.

Parks & Fields

The parks & fields maintenance team managed to gather some speed early in the season, and will now be looking for a strong finish as they move through August into September. The ball parks have had a lot support from the parks & fields maintenance team this year, which has been noticed by all ball users in and outside the province. Quotes like "they are better than the ball parks in the city of Toronto" says it all! That said, now that we have gathered some credibility with the ball parks, it's time to refocus our efforts on the other recreational areas of the town, not least the town trails. The Recreation Department will be completing a scope of work for the town trails, so we can fully understand the work required.

Visitors Information Centre (VIC)

The VIC continues its good work, with July being a very busy month. Lots of visitors and sales of local artisan products. The plans for requesting funding from ITI for winterizing the centre are in their final stages. The advertisement for the position of Tourism and Economic Development Coordinator has been distributed.

AQUATIC SUPERVISOR REPORT – Jul 17: Month-End Activity Report

Department Statistics

Programs

- Weekday Swimming Lessons: 16
- Spring Saturday Swim Lesson Set: 20
- Aqua Fit: avg. 3-5 participants, 2 classes/week
- Total Aqua : 3-5 participants, 2 evening classes/week
- Summer Camps: Each 10-20 kids per camp
- Bronze Star Course: 5 participants

Upcoming Events

- Toonie Tuesdays – First Tuesday of each month admission is \$2 (for everyone).
- Summer Camps in full swing and booking swim blocks – Enterprise, Katlodechee First Nation, THR (Summer Heat), Soaring Eagle Friendship Centre, Franco de Culture Association.
- New Summer Swimming Lesson Sets
- Lifeguard Training Courses: Bronze Medallion & Bronze Cross scheduled Aug
- Annual Pool Shutdown scheduled: Sept 1-25

Variance Report and Monthly Tracking

Pool Attendance:

July	2016	2017
Birthday Parties	1	2
Aquafit	89	30
Schools	-	-
General	1216	1568

Aquatic Revenue:

July	2016	2017
Admissions	\$3960.41	\$4698.77
Kids Lessons	\$1560.75	\$1833.08
Adult Lessons	\$158.57	\$167.43
Miscellaneous	\$282.77	\$380.24
Hourly Rental	\$487.87	\$131.42
Swim Club	\$0	\$147.00

RECREATION PROGRAMMER REPORT – Jul, 2017: Month-End Activity Report

Department Statistics

Programs

- Track walking – 10 participants
- Seniors Walking – 2-6 participants – Mondays and Fridays
- Social Paddle – July 4th, 17 participants
- Evening Kayak Tour – Every Tuesday, 5 participants
- Summer Heat – 20 participants,
- The Park days of summer – Wednesdays – approx. 30 participants
- Beginner kickboxing – Thursdays/Sundays 4 people average
- Upcoming Programs: Seniors walking, Evening kayaking, Great trail celebration, British soccer camp, aquafit, beginner kickboxing.

Special Events

- Canada Day – 600 people approx.
- Canada 150 Float – 30 people
- Canada 150 Water Day – Cancelled due to weather
- Canada Cultural Day - 300 people approx
- Canada 150 Fish Fry – 500 people approx.
- Canada 150 Show and Shine – 500 people approx.
- Canada 150 Air Show – 1000+ people approx.

Other achievements

- Advertising and planning of summer programs
- Program planning in the fall
- Partnering with Growing Together
- Working with Summer Heat
- Build the base of Physical & Recreational instructors in Hay River

VISITORS INFORMATION CENTRE REPORT – Jul 2017: Month-End Activity Report

Department Statistics

- Number of visitors in July: **527** (Jun: **395**)

Breakdown: (of the 527 who signed the guest book in Jul)

- Canada – **400**
- USA – **85**
- Other – **42**

Gift Shop Sales

- We have eleven artists displaying their crafts
- We have sold items for a total of **\$1,886.00**

Other tasks

- Maintenance crew are doing a good job cutting and trimming.
- Weeding the flower beds keeps us busy.
- Inventory control as we are now up to eleven artists selling their crafts.
- Sales have increased.
- So far this season we have had visitors from every Province and Territory except Prince Edward Island

LEAD MAINTAINER REPORT - Jul 2017: Month-End Activity Report

Operations:

- All Baseball parks are operational and being used five days per week. Turf management and field dressing is ongoing.
- Softball Tournament July 8 weekend.
- Men's Territorial fast pitch event.
- Events connected to Canada day 150 were supported by Department staff who moved supplies and equipment to event locations, set up events, took down and cleaned up events, picked up and hauled away garbage's and ran other various tasks as required by event organizers.
- Canada day event at Bob McMeekin Park BBQ event
- Downtown Multi cultural event supported with 200 chairs 40 tables
- Fish fry at fire hall supported 200 chairs 40 tables
- Show and shine supported 150 chairs, 40 tables and BBQ
- Turf management in all parks and greenspaces is ongoing.
- We continue to work in playgrounds trying to address any shortfalls.
- We continue to level and seed areas that require attention in the cemetery.

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:
James Darby
Director of Community Services

Reviewed by:
Judy Goucher
Senior Administration Officer

Date: Aug 10 2017

Date: Aug 10 2017

9. **NEW BUSINESS**

a) Recreation Centre Progress Claim #13

RECOMMENDATION:

#17-221

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the payment of Progress Claim #13 in the amount of \$911,393.68 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 thirteenth (13) Progress Claim has been presented for payment. This includes work up to and including July 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 \$911,393.68

ALTERNATIVES TO RECOMMENDATIONS:

N/A.

ATTACHMENTS:

Don Stewart Recreation Centre Progress Claim #13

Prepared by:
Ruth Boden
Director of Finance and Administration

Reviewed by:
Judy Goucher
Senior Administrative Officer

b) Excused Absence

RECOMMENDATION:

#17-222 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Candow from the Regular Meeting of Council on Tuesday, August 29th, 2017

CARRIED

BACKGROUND:

Councillor Candow has have requested to be excused from the Regular Meeting of Council on Tuesday, August 29th, 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
Council Administrator
Date: August 24th, 2017

c) General Fund O&M

RECOMMENDATION:

#17-223 **MOVED BY: CLLR JAMESON**
SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the financial report on the General Fund Operations and Maintenance for the 5-month period ending May 31, 2017 as presented.

CARRIED

BACKGROUND:

At a meeting held August 22, 2017 the Finance Committee put forth a recommendation that the financial report on the General Fund Operations and Maintenance for the 5 month period ending May 31, 2017 be presented to Council for approval.

COUNCIL POLICY / STRATEGY OR GOAL:

Good governance and stewardship of the assets of the Town of Hay River.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

2017 General Fund Operations & Maintenance Budget

FINANCIAL IMPLICATIONS:

N/A.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Consolidated General Fund O & M Variance Analysis for the 5 month period ending May 31, 2017.

Prepared by:

Ruth Boden
Director of Finance & Administration

Approved by:

Judy Goucher
Senior Administrative Officer

d) 2017 Capital Fund Report and Recommended Revisions

RECOMMENDATION:

#17-224

MOVED BY: DEPUTY MAYOR JUNGKIND
SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the financial report and recommended revisions on the Capital Fund for the 5-month period ending May 31, 2017 with progress updates to June 30, 2017 as presented.

CARRIED

BACKGROUND:

At a meeting held August 22, 2017 the Finance Committee put forth a recommendation that the financial report and recommended revisions on the Capital Fund for the 5 month period ending May 31, 2017 with progress updates to June 30, 2017 be presented to Council for approval.

COUNCIL POLICY / STRATEGY OR GOAL:

Good governance and stewardship of the assets of the Town of Hay River.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

2017 Capital Budget

FINANCIAL IMPLICATIONS:

N/A.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2017 Capital Fund – Report and Recommended Revisions for the 5 month period ending May 31, 2017 with progress updates to June 30, 2017.

Prepared by:
Ruth Boden
Director of Finance & Administration

Approved by:
Judy Goucher
Senior Administrative Officer

e) Utility Operating Fund Report with Variance Analysis

RECOMMENDATION:

#17-225 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDED BY: CLLR JAMESON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the financial report on the Utility Operating Fund and Variance Analysis for the 5-month period ending May 31, 2017 as presented.

CARRIED

BACKGROUND:

At a meeting held August 22, 2017 the Finance Committee put forth a recommendation that the financial report and variance analysis on the Utility Operating Fund for the 5 month period ending May 31, 2017 be presented to Council for approval.

COUNCIL POLICY / STRATEGY OR GOAL:

Good governance and stewardship of the assets of the Town of Hay River.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

2017 Utility Fund Operating Budget.

FINANCIAL IMPLICATIONS:

N/A.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2017 Utility Operating Fund – Report and Variance Analysis for the 5 month period ending May 31, 2017.

Prepared by:

Approved by:

Ruth Boden
Director of Finance & Administration

Judy Goucher
Senior Administrative Officer

f) Land Development Fund Report with Variance Analysis

RECOMMENDATION:

#17-226

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the financial report on the Land Development Fund and Variance Analysis for the 5-month period ending May 31, 2017 as presented.

CARRIED

BACKGROUND:

At a meeting held August 22, 2017 the Finance Committee put forth a recommendation that the financial report and variance analysis on the Land Development Fund for the 5 month period ending May 31, 2017 be presented to Council for approval.

COUNCIL POLICY / STRATEGY OR GOAL:

Good governance and stewardship of the assets of the Town of Hay River.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

2017 Land Development Fund Operating Budget.

FINANCIAL IMPLICATIONS:

N/A.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2017 Land Development Fund – Report and Variance Analysis for the 5 month period ending May 31, 2017.

Prepared by:
Ruth Boden
Director of Finance & Administration

Approved by:
Judy Goucher
Senior Administrative Officer

g) Changer Order #25

RECOMMENDATION:

#17-227

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves Change Order (CO) #25 –Curling Club Lockers with Clark Builders in the amount of \$20,787.50 which will be invoiced to the Curling Club for reimbursement to the Town.

CARRIED

BACKGROUND:

As the new recreation centre project proceeds some of the user groups have approached Town Council and requested specific changes to the plans which they agreed to pay for. Attached is CO #25 in the amount of \$20,787.50 for inclusion of the curling club lockers which has been requested by the Curling Club.

As part of the Town's procurement process these changes to the original contract must be approved through a Motion of Council.

COUNCIL POLICY / STRATEGY OR GOAL:

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

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

2017 – 2027 Capital Plan

FINANCIAL IMPLICATIONS:

Capital Budget expenditures for 2017 in the amount of \$ 20,787.50, offset by anticipated revenues from the Curling Club.

ALTERNATIVES TO RECOMMENDATIONS:

- 1) Council may choose another decision making process.

ATTACHMENTS:

Clark Builders CO #25
New Recreation Centre billing summary

Prepared by:

Reviewed by:

Ruth Boden
Director of Finance & Administration

Judy Goucher
Senior Administrative Officer

h) Changer Order #27

RECOMMENDATION:

#17-228

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves Change Order (CO) #27 - Curling Club Lounge Washroom Changes with Clark Builders in the amount of \$3,878.51 which will be invoiced to the Curling Club for reimbursement to the Town.
CARRIED**

BACKGROUND:

As the new recreation centre project proceeds some of the user groups have approached Town Council and requested specific changes to the plans which they agreed to pay for. Attached is CO #27 in the amount of \$3,878.51 for changes to the 2nd floor curling club lounge washrooms which have been requested by the Curling Club. As part of the Town's procurement process these changes to the original contract must be approved through a Motion of Council.

COUNCIL POLICY / STRATEGY OR GOAL:

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

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

2017 – 2027 Capital Plan

FINANCIAL IMPLICATIONS:

Capital Budget expenditures for 2017 in the amount of \$ 3,878.51

ALTERNATIVES TO RECOMMENDATIONS:

- 2) Council may choose another decision making process.

ATTACHMENTS:

Clark Builders CO #27
New Recreation Centre billing summary

Prepared by:

Reviewed by:

Ruth Boden
Director of Finance & Administration

Judy Goucher
Senior Administrative Officer

i) Change Order #28

RECOMMENDATION:

#17-229

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves Change Order (CO) #28 –Curling Club Lounge Layout & Equipment with Clark Builders in the amount of \$12,984.74 which will be invoiced to the Curling Club for reimbursement to the Town.

BACKGROUND:

As the new recreation centre project proceeds some of the user groups have approached Town Council and requested specific changes to the plans which they agreed to pay for.

Attached is CO #28 in the amount of \$12,984.74 for changes to the 2nd floor curling club lounge washrooms which have been requested by the Curling Club.

As part of the Town's procurement process these changes to the original contract must be approved through a Motion of Council.

COUNCIL POLICY / STRATEGY OR GOAL:

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

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

2017 – 2027 Capital Plan

FINANCIAL IMPLICATIONS:

Capital Budget expenditures for 2017 in the amount of \$ 12,984.74

ALTERNATIVES TO RECOMMENDATIONS:

- 3) Council may choose another decision making process.

ATTACHMENTS:

Clark Builders CO #28
New Recreation Centre billing summary

Prepared by:

Ruth Boden
Director of Finance & Administration

Reviewed by:

Judy Goucher
Senior Administrative Officer

i) Changer Order 29

RECOMMENDATION:

#17-230

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves Change Order (CO) #29
–Concession Island Sink and Coffee Maker Plumbing with Clark Builders in the
amount of \$1,591.13.**

CARRIED

BACKGROUND:

As the new recreation centre project proceeds some design decisions are necessary. With this project these changes take the form of Contemplated Change Notices (CCN's).

The attached Change Order #29 was time sensitive in that it was included in a scheduled cement pour. This was discussed with Council and approved by the Senior Administrative Officer.

To conform to the Town procurement bylaw #1574, changes to major contracts of this nature must be approved by a Motion in Council.

COUNCIL POLICY / STRATEGY OR GOAL:

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

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

2017 – 2027 Capital Plan

FINANCIAL IMPLICATIONS:

Capital Budget expenditures for 2017 in the amount of \$ 1,591.13

ALTERNATIVES TO RECOMMENDATIONS:

- 4) Council may choose another decision-making process.

ATTACHMENTS:

Clark Builders CO #29
New Recreation Centre billing summary

Prepared by:

Ruth Boden
Director of Finance & Administration

Reviewed by:

Judy Goucher
Senior Administrative Officer

k) Release of Liens

RECOMMENDATION:

#17-231

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the release of liens and transfers delinquent amounts outstanding at August 31st, 2017 to Certificates of Taxes on the following properties:

- 14 – 61 Woodland Drive
- 22 – 61 Woodland Drive
- 34 – 61 Woodland Drive
- 54 – 61 Woodland Drive.

CARRIED

BACKGROUND:

Administration has been approached by Hay River Mobile Home Park to release the liens on the above 4 properties as they have obtained permission from the rental officer to sell or remove the abandoned and derelict mobile homes.

Administration is in agreement that we should move forward with this proposal, allowing the land owner to remove the abandoned unit and replace them with habitable housing.

Using the Certificates of Taxes allows the Town to transfer the taxes from the mobile home to a legal process and continue pursuit of the delinquent amounts as part of our on-going collection process.

Administration is not recommending forgiveness of the delinquent amounts at this time.

COUNCIL POLICY / STRATEGY OR GOAL:

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

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Property Assessment and Taxation Act R.S.N.W.T. 1988,c.P-10, Section 95(1)

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

- 5) Council may choose to not approve the Motion
- 6) Council may choose another decision-making process.

ATTACHMENTS:

Report to SAO – Property Taxes on Abandoned Trailers in HRMHP

Prepared by:

Ruth Boden
Director of Finance & Administration

Reviewed by:

Judy Goucher
Senior Administrative Officer

10. NOTICES OF MOTIONS

There were no Notice of Motions at the Regular Meeting of Council on Tuesday, August 29th, 2017

11. IN CAMERA

#17-232

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

That the Council of the Town of Hay River move to In Camera at 7:25pm.

CARRIED

#17-233

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

