

6. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

7. ADMINISTRATIVE ENQUIRIES

- Goucher**
- Contractor working on the General Plan, Zoning & building will be separate
 - Lands department has MOU's with many organizations, attending meetings in Fort Smith with electronic copies coming back to us
 - MTS – NTCL properties ongoing
 - Fraser Place cost for paving small area \$13,500, larger area \$33,500
 - Inventory on land – less than 10 lots left
- Dumas**
- Fiber lines are complete
- Boden**
- Budget package has gone out to Senior Management to start process
- Darby**
- Peter Magill started this week
 - Aquatic centre is now open, with a temporary entrance
- Potter**
- Busy this month with helping issue development permits
- Jungkind
Goucher**
- Are they replacing the sidewalk on Courtoreille Street?
 - The contractor proceeded to do the work, talking with them in the days to come.
- Anderson
Dumas**
- Can we get an update on the McRorie swale?
 - Stantec will be in town tomorrow and will surveying it.
- Jungkind
Darby**
- Porritt Landing update with the respect to the boat launch
 - Will be starting in October, permits are needing to do the work.
- Dohey
Dumas**
- Wright Crescent update, how long will it take?
 - 4-5 weeks if good weather
- Jameson
Dumas**
- Are we working with the businesses on accessibility with the new sidewalks?
 - It is the responsibility of the building owner

8. COMMITTEE REPORTS

- a. Emergency Services Activity report for August

RECOMMENDATION:

#17-245

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

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

CARRIED

BACKGROUND:

Summary

August was an extremely busy month for the Protective Services Department and the members put in 736 hours of volunteer time. The hours were high due to the number of calls and the amount of time taken for training and testing.

We responded to 63 medical calls which is probably a record for the department. Part of the reason for the large number of calls was the lack of doctors in town over a week or so which caused a large number of patients needing to be medevacked to Yellowknife.

As far as training is concerned there was a lot of focus on Skills to prepare our Firefighters for the practical testing portion of their NFPA 1001 Certification. We are pleased to report that everyone tested did well and passed this portion of training. The Hay River Firefighters will be completing the written portion of the testing through September and will complete their training with Hazmat Awareness and Operations in October.

The Fire Department responded to 2 False Alarms and 4 Fires this month. One of the fires was a substantial loss and was caused by a propane leak in a laundry room. We also had 2 minor fires that were caused by people starting to cook and falling asleep, one of which resulted in a patient having to be rescued and taken to the hospital for smoke inhalation.

The Brushing Project is moving along fairly well and it is looking like all we will get done this year is the area from Lift Station 1 to Gaetz Drive. The trail is looking awesome and the result of the work should cut down on bugs in the area and leave lots of visibility for those using the trail.

Meetings:

PWS Committee Meeting
Council Meetings
Municipal Services Meeting
Fire Meetings
Management Meetings
NWT FCA Meeting

During the month of August 736 Volunteer hours were served by the members of the HRFD for a year to date total of 3846 hours.

STATISTICS

	2015	2016	2017	2017 YTD
Patient Transfers	10	9	37	116
Medical Emergency Local	16	17	22	109
Medical Emergency Reserve	1	2	1	10
Medical Emergency Highway	7	0	0	3
Medical Emergency Out of Town Patients	0	3	0	10
Body Transfer	0	3	3	7
Fires & Rescues	3	3	4	17
False Alarms	1	1	2	14
Training	5	3	5	31
Special Training	3	10	5	12
Cleanup & Maintenance	5	3	3	25
Fire Permits	0	0	0	0
Fireworks Permits	1	2	2	3
Public Safety	1	0	0	22
Inspections	3	3	3	27

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: September 12, 2017

Reviewed By:

Judy Goucher

Senior Administrative Officer
Date: September 12, 2017

b) Recreation Activity Report for August

RECOMMENDATION:

#17-246

**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 Activity Report" for August 2017 as presented
CARRIED**

BACKGROUND:

With the Porritt Landing Revitalization Plan well under way, the focus of the Director Recreation & Community Services turns to the maintenance shutdown of the Aquatic Centre. It has been a few years since the aquatic facility was closed for annual maintenance. Prior to de-watering maintenance staff had a list of repairs and improvements to complete. With all facilities drained of water the maintenance list has been extended and it is anticipated that the full 3 weeks will be required in order to bring the facility up to standard and a state of readiness for 2018 AWG and the upcoming aquatics year.

The very successful yoga instructor course held in Aug has produced 6 qualified yoga instructors for the Town of Hay River. Increasing the capacity of yoga instruction in the Town is a community wellness strategic initiative with potential for economic benefits if a new yoga studio is established through entrepreneurship.

Aquatic Center

Maintenance work is well underway, with some significant improvements to the pool complex already taking shape. A project to remove the large popular trees outside the front of the Aquatic Centre is underway. This will enable us to take full advantage of the Downtown Beautification Plan, and create an area that will be more user friendly for the public and visitors to the centre. When we open the doors for business at the end of September, the general public will also see a change in the uniform of all the Recreation Staff. This refresh in uniform (t-shirts) will create a level of identification and present a professional image to the facility users.

Parks & Fields

The parks & fields maintenance team have worked tirelessly to bring the towns parks & fields up to the expected standards. Their hard work was recognized at the recent Recreation Committee meeting by the Chairman, who said that he thought the towns parks & green spaces were in the best shape he has seen for a long time. The parks & fields maintenance teams' main effort now is the Aquatic Centre shutdown, and ensuring the centre is ready for opening at the end of September.

The next large project for the Lead Maintainer and his team will be developing a plan to upgrade/improve the town trails. With the seasons just about to change, the trails project will begin in earnest spring next year.

Recreational Programming

The Recreational Programmer continues to promote recreational programs, by advertising, using social media and posters placed around the town. Every effort is being made to provide programs for the community, but the limited resources of recreational space is taking its toll. The Recreational Programmer is therefore making excellent use of the outdoor spaces to base programs.

Some of the programs the Town offered did not produce the target numbers of registered participants. The Recreation Programmer is researching the low uptake to determine root cause which will help to gauge appetite for certain programs, and create the potential of identifying other programs that the community might want. An electronic survey will be used to gather some of this information.

Visitors Information Centre (VIC)

Planning is underway to improve the area around the VIC, such as tree removal and signage renewal improving the visibility to drive more visitors to the centre. The VIC winterization project has been scoped and will be brought forward for Council approval at the end of September.

Staffing for the Community Tourism and Economic Development Coordinator position is in progress and we hope to have a successful candidate in place by the end of September.

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

Department Statistics

Programs

- Weekday Swimming Lessons: 12
- Summer Saturday Swim Lesson Set: 15
- 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 Med/Cross Combo Course: 3 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, Katlodeeche 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 Combo Course
- Annual Pool Shutdown scheduled: Sept 1-25

Variance Report and Monthly Tracking

Pool Attendance:

August	2016	2017
Birthday Parties	1	2
Aquafit	89	15
Schools	-	-
General	1216	1630

Aquatic Revenue:

August	2016	2017
Admissions	\$3960.41	\$3456.49.
Kids Lessons	\$1560.75	\$844.00
Adult Lessons	\$158.57	\$55.81
Miscellaneous	\$282.77	\$236.64
Hourly Rental	\$487.87	\$662.50
Swim Club	\$0	N/A

RECREATION PROGRAMMER REPORT – Aug 17: Month-End Activity Report

Department Statistics

Programs

- Seniors Walking – 0 participants – Mondays and Fridays.
- Evening Kayak Tour – Every Tuesday, 5 participants.
- The Park days of summer – Wednesdays – approx. 30 participants.
- Beginner kickboxing – Thursdays 4 people average.
- Aquafit – Tuesday and Thursdays – average 4 people.
- Upcoming Programs: Seniors walking, walk/run club, flag football, afterschool programs – PHAB, Nature Club and Junior Einsteins.

Special Events

- Great Trail Celebration – 20 people

Other achievements

- Advertising, promoting and planning of fall programs.
- Preparing for pool shut down.
- Preparing for AWG.
- Partnering with Library and Growing Together.
- Build the base of Physical & Recreational instructors in Hay River.

VISITORS INFORMATION CENTRE REPORT – Aug 17: Month-End Activity Report

Department Statistics

- Number of visitors in August: **532** (July: **527**)

Breakdown: (of the 354 who signed the guest book in Jul)

- Canada – **285**
- USA – **37**
- Other – **32**

Gift Shop Sales

- We have eleven artists displaying their crafts, and have sold items for a total of **\$1,216.00**

Other tasks

- Town maintenance crew has kept the outside looking good.
- Watering has paid off as flowers and lawns are looking good.
- Craft sales down from last month, but steady.

LEAD MAINTAINER REPORT – Aug 2017: Month-End Activity Report

Operations:

- Baseball season has come to an end. The parks are still operational although use is unofficial. Turf management is ongoing.
- Softball Tournament August long weekend was great success, with positive feedback from both the tournament organiser and players.
- Out houses have been removed from ball fields.
- Turf management in all parks and greenspaces is ongoing.
- Work continues in the playgrounds. Safe fall zones in both 553 parks, Gord Thompson Park and Pine Point Park have been addressed and we hope to revisit this issue in other parks after Pool shutdown. The playgrounds will become more of a priority earlier in the season next year, so that users have as much usage as possible.
- We continue to level and seed areas that require attention in the cemetery.
- Brushing has been done at Skate Park as per concerns about sight lines.

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
Date: Sept 12 2017

Reviewed by:
Judy Goucher
Senior Administration Officer
Date: Sept 12 2017

c) Excused Absence

RECOMMENDATION:

#17-247 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDED BY: CLLR JAMESON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Candow from the Municipal Services Committee Meeting on Tuesday, September 12th and the Regular Meeting of Council of Tuesday, September 26th.

CARRIED

BACKGROUND:

Councillor Candow has asked to be excused from the Municipal Services Committee Meeting on Tuesday, September 12th and the Regular Meeting of Council of Tuesday, September 26th.

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: September 8th, 2017

d) Mayors Report for August

RECOMMENDATION:

#17-248 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDE BY: CLLR ANDERSON

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

CARRIED

BACKGROUND:

Mayor's August 2017 Meetings

<u>Date</u>	<u>Meeting With</u>	<u>Location</u>
August 2/2017	Meeting of the New Corporal Brendan Humbke introduction	Mayors office
August 8/2017	Meeting of Corporal Brendan Humbke Briefing of the towns large drug arrests	Mayors Office
August 21/2017	Meeting with MLA RJ Simpson Updates on the GNWT	Mayors Office
August 30/2017	Meeting with Darnley Bay Mines Denise Lockett Update	Mayors office
August 30/2017	Meeting with Mrs. Barnes with the Beautification comm. Update	Mayors 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: September 8th, 2017

e) Public Works Monthly Report for August

RECOMMENDATION:

#17-249

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

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

CARRIED

BACKGROUND:

- Water Treatment Plant, Lagoon and Lift Stations operations and inspections
- Vehicle and equipment maintenance on going
- Road Maintenance on-going
- Lower elevations of existing manholes and valves
- Water main repairs Courtoreille St.
- Asphalt Patching on going. 33 Patches done to date.
- Approx. 180 m trail paved
- Crack Sealing Stewart Dr. complete.
- Sidewalk repairs on Miron, Stewart, Woodland.
- Culvert installation completed at 106th St. (Dept. of Infrastructure)
- ILS Rd. gravel and calcium placement completed, brushing on going.
- Wharf Rd. gravel and calcium placement completed, drainage work to start.
- Water Treatment Plant generator building construction has begun.
- 553 Waterline installations on going.
- Landfill ground water sampling completed.
- White Goods handling and crushing started, awaiting start date on scrap steel removal
- Soil sampling on Bio-Treatment Pad completed.
- Drone Survey completed of Lagoon System and Landfill
- Start on Fiber Optic Conduit install from Arena to fire Hall

- Down Town sidewalk work to start mid Sept.
- On-going investigation of old IT equipment for historical Public Works Projects
- Wright Cres project schedule is under review.

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: Judy Goucher
SAO

f) CO #30

RECOMMENDATION:

#17-250

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves Change Notice 33r1 (CO#30) -Curling Club Flooring with Clark Builders in the amount of \$133.10 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 CCN #33r1 in the amount of \$133.10 for changes to the curling club power 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 \$133.10

ALTERNATIVES TO RECOMMENDATIONS:

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

ATTACHMENTS:

Clark Builders CCN #33r1
New Recreation Centre billing summary

Prepared by:

Ruth Boden
Director of Finance & Administration

Reviewed by:

Judy Goucher
Senior Administrative Officer

g) CO #31

RECOMMENDATION:

#17-251

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves Change Notice 38 (CO#31) -Curling Club Lounge Power with Clark Builders in the amount of \$9,025.64 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 CCN #38 in the amount of \$9,025.64 for changes to the curling club power 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 \$ 9,025.64

ALTERNATIVES TO RECOMMENDATIONS:

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

ATTACHMENTS:

Clark Builders CCN #38
New Recreation Centre billing summary

Prepared by:

Ruth Boden
Director of Finance & Administration

Reviewed by:

Judy Goucher
Senior Administrative Officer

9. NEW BUSINESS

- a) Recreation Centre Progress Claim #14

RECOMMENDATION:

#17-252

**MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR COAKWELL**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the payment of Progress Claim #14 in the amount of \$992,074.40 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 fourteenth (14) Progress Claim has been presented for payment. This includes work up to and including August 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 \$992,074.40

ALTERNATIVES TO RECOMMENDATIONS:

N/A.

ATTACHMENTS:

Don Stewart Recreation Centre Progress Claim #14

Prepared by:

Ruth Boden
Director of Finance and Administration

Reviewed by:

Judy Goucher
Senior Administrative Officer

b) Wesclean Caretaker Unit

RECOMMENDATION:

#17-253

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER Review and Approves at their discretion the addition of a trailer to be used as a Caretaker Unit at 15 Industrial Drive if the building being used as a Caretaker Unit is a Mobile Home meeting CSA Z240 codes for a mobile home as per Bylaw 1812.

CARRIED

BACKGROUND:

The Town has received an application from Wesclean Northern for the installation of a caretaker unit at 15 Industrial Drive.

Section 5.9 of the Zoning and Building Bylaw subsection (a) stipulates that:

"In land use zones where caretaker units are permitted as a discretionary use under this bylaw, an application for a development permit will be considered by the Development Officer and may be approved by Council for a maximum of one caretaker unit per lot. All applications

There are six pending sale of land bylaws on the Council agenda for September 26th. If those sales are approved, that leaves 6 residential lots and 1 industrial lot in inventory per the attached listing of Town lots.

The General Plan makes reference to a requirement for the Town to have adequate supply of land however it does not define "adequate supply". It could be argued that the current inventory of less than 10 lots, with limited residential lots, only a single industrial lot, no multi-family lots and no commercial lots would not meet the test of "adequate".

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Town of Hay River Lots

Prepared by:
Ruth Boden
Director, Finance & Administration

Reviewed by:
Judy Goucher
SAO

d) KFN Letter of Support

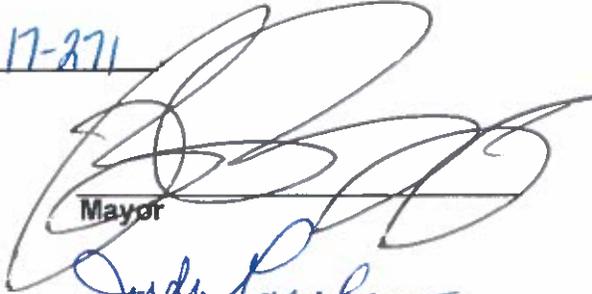
RECOMMENDATION:

#17-255 **MOVED BY: CLLR ANDERSON**
 SECONDED BY: CLLR MCKAY

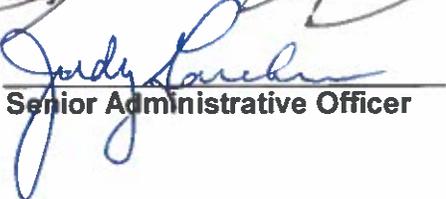
THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs administration to issue a letter of support to KFN with regards to using the landfill for garbage.
CARRIED

****Let it be noted that Deputy Mayor Jungkind, Councillors Dohey & Jameson were opposed****

These minutes were accepted by motion # 17-271



Mayor



Senior Administrative Officer