

The Regular Meeting of Council was held on Tuesday, January 30th, 2018 at 6:30pm in the Council Chambers.

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

Staff: Judy Goucher – Senior Administrative Officer, Earle Dumas – Director of Public Works, Ross Potter – Director of Protective Services, Ruth Boden – Director of Finance and Administration, Stacey Barnes – Council Administrator

Public: Paul Bickford (Hub), Mike Maher & Erin Griffiths

1. **CALL TO ORDER:**

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

2. **ADOPTION OF AGENDA**

#18-006 **MOVED BY: CLLR ANDERSON**
SECONDED BY: CLLR JAMESON

CARRIED

3. **DECLARATION OF INTEREST**

Cllr Coakwell declared an interest in 13a) In Camera

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

Dohey – Congrats to the participants & coaches that made the NWT Arctic Winter Games Team

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

a) November 28th, 2017 – Regular Meeting of Council

#18-007 **MOVED BY: CLLR ANDERSON**
SECONDED BY: DEPUTY MAYOR JUNGKIND

CARRIED

b) December 19th, 2017 – Regular Meeting of Council

#18-008 **MOVED BY: CLLR ANDERSON**
SECONDED BY: DEPUTY MAYOR JUNGKIND

CARRIED

c) January 5th, 2018 – Special Meeting of Council

#18-009

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

CARRIED

6. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

7. DELEGATION

- Hay River Health and Social – Erin Griffiths and Mike Maher

8. ADMINISTRATIVE ENQUIRIES

Goucher

- Did a Webinar re: First Nation Community Initiatives
- Working on the Recreation Centre file
- Attending regular meetings with AWG, seeing movement – coming fast
- Working on capital 2018 & 10-year capital plan

Dumas

- N/A

Boden

- Prepping for year end
- Business license renewals went out in December

Potter

- EMR training happening at this time, 6 members participating
- Fit testing on respiration protection ongoing

Dohey

- no sound on channel 5

9. COMMITTEE REPORTS

a. Mayors Report for December 2017

RECOMMENDATION:

#18-010

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

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

Carried

BACKGROUND:

Mayor's December 2017 Meetings

Date	Meeting with	Location
Dec. 5/2017	Meeting with Canadian Forces Task Force Update and the rangers and AWG	Mayors office
Dec. 11/2017	Meeting with Santa Santa wanting to know if I had any one that should be on the naughty list this year.	Mayors office
Dec. 15 /2017	Meeting ITI Tom C. Update on next year funding	Mayors Office
Dec. 19/2017	Meeting with Minister Wally Update with government	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: January 5th, 2018

b) Public Works Monthly Activity Report for December 2017

RECOMMENDATION:

#18-011

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

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

carried

BACKGROUND:

- Water Treatment Plant, Lagoon and Lift Stations operations and inspections.
- On-going snow clearing of streets and sidewalks
- Street sanding
- Sewer Main Flushing of troubled areas
- Vehicle and Equipment maintenance servicing
- Snow blower repairs.
- Sewer Flusher Repairs
- Start on Lagoon Wetland Berm repairs
- Complete Ravine Mulching/Brushing and drainage issues
- Repair sewage grinder at Lift Station #1
- Temporary repair of Lift Station #1 roof
- Completion of O/M Budget for 2018
- Submit Spill Contingency Plan to MVLWB (December 27th)

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:

c) Building & Development Report for December 2017

RECOMMENDATION:

#18-012 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDED BY: CLLR JAMESON

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

carried

BACKGROUND:

SUMMARY

- No permits have been approved for the month of December 2017. In the month of December 2016, we had 3 Development Permits and no Building Permits signed out.

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: January 4, 2018

Date: January 4, 2018

d) Appointment of Deputy Mayor

RECOMMENDATION:

#18-013

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints a Donna Lee Jungkind
Deputy Mayor as per the Council Procedure Bylaw# 2285.**

carried

BACKGROUND:

In accordance with the Town of Hay River Council Procedures By-Law and on authority provided by the Cities, Towns and Villages Act, NWT, a Deputy Mayor is appointed by Council on an annual basis. A copy of the relevant legislation is provided below for reference:

Deputy mayor 39. (1) Council, on the recommendation of the mayor, may appoint a councillor to be the deputy mayor.

Powers and
duties of
deputy mayor

- (2) The deputy mayor
- (a) shall perform the duties and may exercise the powers of the mayor when the mayor is absent or unable to act; and
 - (b) shall perform other duties and may exercise other powers determined by council on the recommendation of the mayor.

Specifically, the current Council Procedures By-Law, No. 2285, Section 6 c) i, states that the Deputy Mayor will be selected from the Members at the first Council Meeting in November of each year. The intention of the Member to stand as Deputy Mayor shall be indicated to the Executive Assistant & Mayor in writing and if two or more Members stand, there will be an election held, voting accomplished by secret ballot.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Cities, Towns & Villages Act
Bylaw 2285 – Council Procedure Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Stacey Barnes
Council Administrator
Date: January 5, 2018

Reviewed by:

Judy Goucher
SAO
Date: January 5, 2018

e) Third and Final Call for Resolutions

RECOMMENDATION:

#18-014 **MOVED BY: CLLR JAMESON**
 SECONDED BY: CLLR ANDERSON

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the NWTAC AGM 2017
Third and Final Call for Resolutions as presented.**

BACKGROUND:

The NWT Association of Communities is holding its Annual General Meeting in Hay River on February 15th-18th, 2017. The deadline for inclusion in the 2018 Annual General Meeting Booklet is Friday, January 15, 2018 at 5pm.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

- First Call for Resolutions Notice
- Resolutions Guideline

Prepared by:

Stacey Barnes

Executive Assistant

Date: January 5th, 2018

f) Acceptance of Resignation

RECOMMENDATION:

#18-015 **MOVED BY: CLLR ANDERSON**
SECONDED BY: DEPUTY MAYOR JUNGKIND

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts Councillor Candow's resignation from Council.

BACKGROUND:

Councillor Candow submitted a letter of resignation on January 3rd, 2018 resigning his seat on Council.

COUNCIL POLICY / STRATEGY OR GOAL:

Council Policy

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Council Procedure Bylaw
Cities, Towns and Villages Act

FINANCIAL IMPLICATIONS:

Reduce O&M by monthly amount

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Stacey Barnes
Executive Assistant
Date: January 5th, 2018

Reviewed by:

Judy Goucher
SAO

g) Proposed 2018 Capital Budget

RECOMMENDATION:

#18-016 **MOVED BY: CLLR DOHEY**
 SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the proposed 2018 Capital Budget and 2018 – 2027 Capital Plan as amended.

DEFEATED

BACKGROUND:

Administration has developed a 10-year capital plan that focuses on sustainability by identifying long term capital needs and confirming sources of financing through a combination of territorial government contributions and Town of Hay River reserves for capital replacement. Borrowing to replace capital infrastructure is not a sustainable practice and is typically only recommended for larger scale projects where traditional funding sources are not sufficient (while still allowing for other needed capital to take place).

Administration has taken this approach with the 10-year plan by asking the following questions:

1. Are the Town's significant capital needs addressed in this capital plan?
2. Can the Town afford this plan?
3. Does the annual capital expenditure keep pace with the annual amortization expense (e.g. the rate at which the Town's assets are depreciating)?
4. How much funding should the Town retain in its reserves to be able to offset unexpected revenue losses or increases in expenses. (Municipal Fiscal Health Condition Key Performance Indicator would normally expect 20% or greater Reserves/Discretionary Reserve Funds as a percentage of Operating Expenditures)

2018 Capital Budget Highlights

FUNDING (Amounts are provided on the detailed worksheets)

For 2018 the Town has identified the following sources of capital funding;

COMMUNITY PUBLIC INFRASTRUCTURE (CPI) - used for capital purchases including asset management; project management costs as they relate to the capital purchase; crushing and stockpiling granular materials; capital leases; community land use planning, principal and interest payment of capital loans; feasibility, engineering or planning studies for public infrastructure projects; land development projects; water licenses.

RESERVES – the Town has a general fund reserve and a utility fund reserve established to assist with financing capital and other projects.

General Fund Reserve includes:

- Municipal Infrastructure Reserve
- Mobile Equipment Reserve
- Computer System Reserve
- Recreation Infrastructure Reserve
- Recreation Centre Replacement Reserve
- Management Training Reserve
- Landfill Replacement Reserve

PROPERTY TAX - – Hay River has not typically used property tax for capital purchases however a plebiscite approved a small increase to fund the new recreation centre which in 2018 relates to debt servicing costs.

GAS TAX FUNDING (GTF) – used for capital purchases as they relate to

- public transit;
- wastewater infrastructure (CWWF) (see below)
- drinking water; solid waste management;
- community energy systems;
- local roads and bridges;
- capacity building;
- highways; airports;
- disaster mitigation;
- broadband and connectivity;
- brownfield redevelopment;
- culture; tourism; sport and recreation.

CLEAN WATER WASTE WATER (CWWF) – this funding was available on a one-time basis for water waste water infrastructure replacement. We applied it to the Wright Crescent project. Administration has inquired as to whether future funding might be available under this project and if so, will make application for other projects that meet the terms of the funding.

DONATIONS/ INSURANCE – Insurance proceeds for the fire training school which burned down in 2016 and was insured for replacement value (or a cash payout). Timeline for replacing the facility is May 2018 (an extension to September 2018 can be requested from NWTAC).

PROPOSED MAJOR PROJECTS (Funding sources are identified on detailed worksheets)

During 2018, the Town will complete the new recreation centre budget with an expense of \$1.7M financed through borrowing.

Proposed roadwork projects include the completion of Wright Crescent and commencement of the Courtoreille Street upgrade.

2018 PROPOSED CAPITAL PLAN

PROJECTS	2018 EXPENDITURE
WRIGHT CRESCENT WATER AND SEWER UPGRADES – finish the water and sewer and road work.	\$ 1,608,000
DOWNTOWN BEAUTIFICATION – finish work started in 2017	\$ 72,500
PORRITT LANDING BOAT LAUNCH – complete work on launch area and install picnic shelter	\$ 32,000
SEWER LAGOON UPGRADES – complete work started during the early winter 2018	\$ 125,000
GENERATOR REPLACEMENT – WATER TREATMENT PLANT – Complete work on the generator building started in 2017	\$ 50,000
VALE ISLAND DRAINAGE WORK – ongoing work to resolve the drainage issues in areas around the island	\$ 75,000
INDUSTRIAL AREA DRAINAGE WORK - ongoing work	\$ 75,000
FIREHALL/TOWN HALL DEMOLITION – studies completed; remediation work	\$ 300,000
COURTOREILLE STREET WATER AND SEWER UPGRADES	\$1,725,000
12" WATERMAIN BEHIND 553 SUBDIVISION – Plans are in place to identify other sources of funding. If unsuccessful the project will need to be deferred to future years.	\$ 650,000

PROJECTS	2018 EXPENDITURE
FIRE TRAINING SCHOOL – Place marker only. Final decision to be based on options paper to be presented to Council before end of March 2018.	\$ 180,000
SERVICE ROAD WALKWAY – Placement of a walking path on the Service Road to allow safe passage of pedestrian traffic to and from the new Health Facility	\$ 180,000
LIFT STATION #2 DEMOLITION – Project has been deferred for 2 years. Facility is no longer maintained and will become unsightly.	\$ 165,000
SNOW BLOWER (HEAVY DUTY) – Replacement of the 1988 slow blower purchased 2nd hand in 2010.	\$ 102,000
COMPUTER EQUIPMENT REPLACEMENT – Replacing 2 network servers	\$ 90,000
TRUCK REPLACEMENT PROGRAM – Replacement of 2 pickups in PWS	\$ 90,000
AQUATIC FACILITY BOILERS – Replacing failing boilers in the Aquatic facility which are inefficient and a risk to continued operations. A mechanical engineering assessment will determine final project scope.	\$ 82,000
WOODLAND DRIVE TO VISITORS INFORMATION CENTER SIDEWALKS – To install the section of sidewalk to join the walking trail along the highway with Woodland Drive and McBryan Drive	\$ 75,000
LIFE STATION #1 – ROOF REPLACEMENT	\$ 75,000
SEWER FLUSHER UNIT – replacement of 1978 sewer line flusher/steamer	\$ 60,000
ARENA PARKING LOT PAVING – paving of the lot behind the arena after construction is completed	\$ 60,000
ARENA ICE BLOCKERS – Install ice blocker on the arena roof to prevent snow and ice slides	\$ 60,000
LEASEHOLD IMPROVEMENTS – ARENA CONCESSION – prepare the concession in the arena for successful leasing options	\$ 50,000
LANDFILL CLOSURE PLAN – Planning for the closure of the existing landfill	\$ 25,000
SCBA UPGRADES - PWS DEPARTMENT -upgrade the SCBA equipment for the safety of the employees	\$ 20,500
SCBA UPGRADES - REC DEPARTMENT -upgrade the SCBA equipment for the safety of the employees	\$ 20,500
POSITIVE PRESSURE FAN – For use in fire protection for the safety of the firefighters.	\$ 6,000
TOTAL PROPOSED PROJECTS 2018	\$ 6,053,500

FUTURE PLANNING 2019 AND BEYOND

Sustainability of the capital plan

This capital plan allows for spending approximately \$3M each year. This amount will be augmented by other funding and projects that can be identified during the year as we progress with growth and development over the next 10 years. In most years this allows for one major capital project, for the most part replacement of aging infrastructure.

Fund capital spending

This capital plan identifies the main outside funding sources as capital contributions from the Territorial and Federal Governments. The equity funding is identified with a reserve contribution each year of approximately \$1.25M. In 2018 this will be achieved through a combination of legislated reserve contributions of \$430,000 and the budgeted surplus \$833,000.

FUTURE PROJECTS 2019 – 2027

PROPOSED MAJOR PROJECTS

The Town is developing plans around future growth in the areas of Land Development. With that comes the infrastructure necessary to support the growth. With that in mind, Administration has included place holders for the following projects over the next 10 years. Planning is still in progress for these items and further details will be forthcoming.

Project Name	Year(s)	Amount
Mansell, Dessy and Morin Place Watermain Upgrade and Road Resurfacing	2020 - 2021	\$ 2,300,000
Water Treatment Plant Upgrades	2020 – 2021	\$ 1,500,000
Landfill Closure (<i>New Landfill on the Worksheet</i>)	2020 – 2021	\$ 850,000
Riverview, Beaver and Caribou Waterline Replacement	2020 - 2023	\$ 5,000,000
Town Hall Replacement	2022 – 2028	\$ 4,500,000
New Solid Waste Facility	2022 – 2023	\$ 3,000,000
New Road in Industrial Area	2024 – 2025	\$ 2,500,000
Paradise Road Realignment	2025	\$ 250,000
Old Town Roads Rehab	2025	\$ 300,000
New Town Garage	2026 – 2027	\$ 3,000,000
Future Road Upgrade	2026 - 2027	\$ 2,500,000

Total		\$ 25,700,000
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COUNCIL POLICY / STRATEGY OR GOAL:

Good stewardship and clear direction regarding the financial administration of the Town of Hay River.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration By-law No 2252/FIN/11
Cities, Towns and Villages Act S.N.W.T. 2003,c.22

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2018 Ten Year Capital Plan
New Recreation Centre Project Summary

Prepared by:
Ruth Boden
Director of Finance & Administration

Reviewed by:
Judy Goucher
Senior Administrative Officer

h) Emergency Services Activity Report for December

RECOMMENDATION:

#18-017 **MOVED BY: CLLR ANDERSON**
 SECONDED BY: CLLR DOHEY

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

CARRIED

BACKGROUND:

The Annual Firefighters Ball was held the first Saturday in December and we recognized the following Firefighters for years of service:

2 Years

Alexander Luckham
Shannon Mitchell
Ian Thiesson

5 Years

Dalton Atwell

10 Years

Doreen Scheller

15 Years

Ralph Sanguiez

20 Years

Trent Atwell, Trent was also awarded the Governor General Exemplary Service Award

Firefighter Stacey Barnes most deservedly received the honor of receiving the Firefighter of the Year Award.

Firefighter Alexander Luckham was awarded with the 2017 Inspirational Student Award

Captain Terence Fischer was awarded the NWT Merit award as was the HRFD.

This Year we held 47 Fire/Ambulance Meetings, 25 special training events and 38 cleanup and maintenance sessions.

We responded to 404 ambulance calls 193 of which were medical emergencies and 201 patient transfers. We had a total of 24 fire/rescue calls, 24 false alarms.

We have also been very busy on the prevention side of things where we have done 41 public education sessions and 69 building inspections.

We have responded to 452 emergency calls, attended 72 training events and as a group we have put in 4,986 Paid on Call hours.

Meetings:

PWS Committee Meeting
Council Meeting
Municipal Services Meeting
Fire Meetings

During the month of December 327 Volunteer hours were served by the members of the HRFD for a year to date total of 4,986 hours.

STATISTICS

	2015	2016	2017	2017 YTD
Patient Transfers	22	12	21	202
Medical Emergency Local	14	19	7	158
Medical Emergency Reserve	0	1	1	17
Medical Emergency Highway	1	4	1	6
Medical Emergency Out of Town Patients	1	0	0	13
Body Transfer	1	1	1	10
Fires & Rescues	3	2	1	24
False Alarms	3	4	0	24
Training	3	2	2	47
Special Training	0	2	3	26
Cleanup & Maintenance	2	2	2	39
Fire Permits	0	0	0	5
Fireworks Permits	11	8	10	15
Public Safety	5	2	4	41
Inspections	3	3	9	64

MAINTENANCE

Ambulance 1	Weekly Checks, repair idler pulleys and belts
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

Reviewed By:

Judy Goucher
Senior Administrative Officer

Date: January 16, 2017

Date: January 16, 2017

i) Recreation Activity Report for December

RECOMMENDATION:

#18-018

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

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

CARRIED

BACKGROUND:

December has seen the onset of winter proper. The outdoor Ice Rinks in 553 & Old Town are both operational, with a warming shed at 553. A schedule for ice maintenance has been posted as well as directions for key usage.

The Visitors Information Centre Winterization project is almost 90% complete, with only the ITI work still to be finalized. Although not part of the winterization project, the VIC also has a new information centre sign, which when completed will have LED lights to maximize location for passing tourism.

We await the final project of the Porritt Landing Revitalization Plan, the boat launch concrete ramp. The most recent update from the contractor is that they are busy checking the ice thickness, and will decide whether to flood for additional thickness, prior to using the excavator. The contractor has been informed that this work needs to be complete by end of Jan 18.

Aquatic Center

Although we have had some engineering issues with pumps and boilers, we still manage to provide a good level of service at the Aquatic Centre. There have been many free swims for the public, kindly donated by local businesses. We continue to see the Aquatic Staff being upgraded and refreshed on life saving skills. This training will be proving fruitful as we move ever closer to the opening of the new Recreation Centre & AWG in Mar 18.

There have been some minor revisions to the pool program over the festive season, therefore we once again we thank all residents for their continued patience.

Parks & Fields

The outdoor ice rinks are now fully open for operations, signage has been posted indicating maintenance schedule and instructions for key usage. Similar instructions have been posted to several Facebook pages. The Recreation center continues to present challenges with regards to mechanical systems. The repair to Boiler 201-B have been completed and it has been returned to service. Similar repair work is expected to be completed on the other boiler early in the New Year. Over the holiday break a pump used to warm the lobby area and the dressing rooms has failed, although a little chilly maintenance staff appear to have this under control until a proper repair can be effected. Extreme cold weather has limited the maintenance team's ability to operate machinery outside so progress has been limited on the River Trail project and some days have been too cold to resurface the outdoor ice surfaces. Overall the outdoor ice surfaces are in great shape

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 a variety of programs that appeal to all demographics within the community.

The Alberta Fitness Leadership Certification Association (AFLCA), Exercise Theory Course which was held in Hay River over the period 8th to 10th December 2017, was a great success. We had full attendance with 85% of the course passing, and gaining certification for Part 1 of the qualification. Another successful course that will see more qualified fitness instructors in Hay River ahead of the opening of the new Recreation Centre. The Recreational Programmer is continuing to take full advantage of her creativity skills, by linking in with the Visitors Information Centre. This initiative is proving to be a real success, as we see the VIC being utilized both day & night.

Visitors Information Centre (VIC)

December saw a drop in the number of visitors compared to November, but the number of locals dropping in to pick up information, check out the centre or purchase artisan products has increased.

A submission to ITI for funding marketing items to leverage the activity around AWG into future visits was finalized, submitted and approved. We are now working forward with Fort Smith to get needed products produced prior to the AWG 2018. This will include a three-page fold out brochure for the South Slave to be included in promotional materials to entice return tourism. Met with ITI to discuss viable ideas for funding and get some input. Meeting was productive and led to the preparation of three funding ideas for Council to review, discuss and decide. Completion and submission of Expression of Interest for funding opportunity decision; Tourism Product Diversification and Marketing Program & Community Tourism Infrastructure Contribution Program. Awaiting decision by ITI.

The Arctic Winter Games merchandise has arrived for sale at the VIC and despite the late arrival sales were good for the end of December. We have racking and all of the available product is out on display in the main centre space. ITI visited the centre to talk about promotion of South Slave artisan work. It was suggested that they would like to have several displays of artist work in the community.

Took delivery of the 48" flat screen television donated by the Hay River Elks Club. Working with some local videographers and photographers to have images of Hay River and surrounding area as promotional material.

The VIC is now the sole retail location for April Glaicar's artwork. April has included this information in the Explorers' Guide 2018 advertisement.

Facebook is still growing and is a viable medium through which to reach interested tourists and locals. Promotion of artisan products went quite well and stirred some Christmas sales as is evidenced in the numbers provided - \$516.50 in December compared to \$15.00 in November.

AQUATIC SUPERVISOR REPORT – Dec 17: Month End Activity Report

Department Statistics - Programs

- Aqua Fit: Started back up mid-November and numbers have increased.
- Lifesaving/Swim Instructor Course ongoing: 2 participants (in house staff)
- Early Bird Swim – consistently seeing 6-8 patrons daily
- Adult swim – 3 evenings/week - avg 4 patrons.
- Weekday youth Swim Lessons – 3 registered
- School bookings are steady and great seeing people utilizing the pool.

Events Held

- Businesses sponsored Free Public Swims over the Christmas break.
- Toonie Tuesdays – First Tuesday of each month admission is \$2 (for everyone).

Variance Report and Monthly Tracking - Pool Attendance:

December	2016	2017
Birthday Parties	1	4
Aquafit	17	15
Schools	208	346
General	985	884

Aquatic Revenue:

December	2016	2017
Admissions	\$2390.43	\$2012.07
Kids Lessons	\$226.00	\$184.75
Adult Lessons	\$300.11	\$0.00
Miscellaneous	\$477.19	\$144.21
Hourly Rental	\$254.98	\$262.84

RECREATION PROGRAMMER REPORT – Dec 17: Month End Activity Report

Department Statistics

Programs

- JR Einstein – Dec. 5th and Dec. 8th - 6/8 participants.
- PHAB – Dec. 1st, 8th, 17th, 3-6 participants Library
- JR Shinny – lunch and afterschool – Dec. 5th, 6th, 12th, 13th, 14th – 5-6 participants

Special Events

- Fish Scale Art (Visitors Information Centre) – 12 participants Dec. 2nd
- Full Moon Snowshoe – 6 participants Dec. 3rd
- Santa Parade – approx. 300 participants. Dec. 1st
- Breakfast with Santa – approx. 150 participants – Dec. 9th
- Family sliding – 20 participants – Dec. 16th
- New Year's Eve Celebration – approx. 200
- AFLCA Basic Fitness Theory course – 8 participants – Dec. 8-10th

Other achievements

- Promoting December events – Christmas and New Year's Eve advertising
- Planning January events
- Staffing – 2 staff off – January schedule, staff meeting.
- Swim sponsorship letters out.
- Christmas Cards mailed to local organizations
- Partnering with Library & VIC.
- Build the base of Physical & Recreational instructor's in Hay River.

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

Department Statistics:

Number of visitors in December (12), not including locals (November (18)8) -
Breakdown (of the 7 who signed the guest book in December)

- Canada – 7

Gift Shop Sales:

We currently have 9 artists, Rotary Hay Days merchandise, Arctic Winter Games merchandise, Chamber of Commerce Hay Riveropoly and Growing Together Cookbooks (charity) displaying their crafts and products. We have sold items for a total of **\$516.50** in the month of December (compared to **\$15.00** for November).

LEAD MAINTAINER REPORT – Dec 17: Month-End Activity Report

Operations

- The facility maintainers have both outdoor rinks operational. A warming shed is operational at the Ray Benoit rink and several skaters have begun activity at these parks.
- The cemetery gate has been painted and reset in place.

- New maintainers are being trained on Zamboni operations using the outdoor rink.
- Preliminary work has begun to create the river skate track. A track has been picked from the ice crossing to the high school nature trail. This location has egress from the river to the road. We remain optimistic this project will be complete within the new few weeks.

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: 16 Jan 2018

Reviewed by:

Judy Goucher
Senior Administration Officer
Date: 16 Jan 2018

j) IT Activity Report

RECOMMENDATION:

#18-019 **MOVED BY: CLLR ANDERSON**
 SECONDED BY: CLLR DOHEY

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Information Technology Activity Report for the month of December 2017 as presented.

CARRIED

BACKGROUND:

Mackenzie Electric has completed the wiring in the Visitors Information Centre. Our IT provider has installed and tested the firewall to integrate the VIC into the Town network. As

soon as Town staff can setup the desks, the phones can be installed by our IT provider and this project will be completed.

Our IT provider, ArcTech Computers was onsite at the Arena construction site from December 15th - 20th 2017 as planned setup the IT Infrastructure. ArcTech did finalize the setup of the fiber optic cable between the Firehall and the Arena. Equipment was temporarily setup and the connection was successfully tested and confirmed as fully functional. Completion of the IT infrastructure will continue as the building progresses and ArcTech is standing by to continue the work.

Our IT provider has presented Administration with recommendations on how to best allow the Arctic Winter Games to utilize Town IT Infrastructure in the new Arena, without negatively impacting regular Town services during the Games.

Routine monthly IT activities continue as usual. This includes response/resolution of user help desk support requests, daily review of error logs, applying regular firmware updates to both servers and workstations, monthly Microsoft security updates to both servers and workstations, updates to various software application packages as released and application of anti-virus/malware signature files daily as released.

TOTAL NETWORK DEVICES SUPPORTED 100

TOTAL USER WORKSTATIONS IN USE 57

SECURITY STATISTICS (December)

Website Intrusion Attempts	
Blocked	112
Successful	0

Employee Workstation Network Intrusion Activity	
Blocked	3
Successful	0

Councillor Laptop Firewall Intrusion Activity	
Blocked	578
Successful	0

SERVICE RELIABILITY (December)

	<u>% Uptime</u>
SQL/Vadim	100
Domain Controllers/File Servers	100
Town Website	100
Fire Dept Website	100
Email Services	100

Internet Access	100
VOIP/Phone Services	100

INTERNET USAGE (December)

December Internet Usage	511.4 Gb
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COUNCIL POLICY / STRATEGY OR GOAL:

To provide efficient and effective computer services to meet the Town of Hay River needs.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration Bylaw No. 2252/FIN/11

FINANCIAL IMPLICATIONS:

Per contractual agreement.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Ruth Boden

Director, Finance and Administration
Date: January 16, 2018

Reviewed By:

Judy Goucher

Senior Administrative Officer
Date: January 16, 2018

k) Recreation Centre Proposed 2018 Rates

RECOMMENDATION:

#18-020 **MOVED BY: CLLR ANDERSON**
SECONDED BY: CLLR DOHEY

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the recommended proposed 2018 Recreation Centre rates

CARRIED

BACKGROUND:

The Recreation Committee has brought forward the proposed rates for 2018. There will be coming to the January 30th Regular Meeting of Council for Council to approve.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Recreation Fees Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Recreation proposed fees
Bylaw 2333/GEN18

Prepared by:

Stacey Barnes
Executive Assistant
Date: January 12th, 2018

Reviewed by:

Judy Goucher
SAO

**Let it be noted that Mayor Deputy Jungkind and CLLR Coakwell were opposed

l) Proposed 2018 Capital Budget and 2018-2027 Capital Plan

RECOMMENDATION:

#18-021 **MOVED BY: CLLR DOHEY**
 SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the proposed 2018 Capital Budget and 2018 – 2027 Capital Plan as amended.

DEFEATED

BACKGROUND:

Administration has developed a 10-year capital plan that focuses on sustainability by identifying long term capital needs and confirming sources of financing through a combination of territorial government contributions and Town of Hay River reserves for capital replacement. Borrowing to replace capital infrastructure is not a sustainable practice and is

typically only recommended for larger scale projects where traditional funding sources are not sufficient (while still allowing for other needed capital to take place).

Administration has taken this approach with the 10-year plan by asking the following questions:

1. Are the Town's significant capital needs addressed in this capital plan?
2. Can the Town afford this plan?
3. Does the annual capital expenditure keep pace with the annual amortization expense (e.g. the rate at which the Town's assets are depreciating)?
4. How much funding should the Town retain in it's reserves to be able to offset unexpected revenue losses or increases in expenses. (Municipal Fiscal Health Condition Key Performance Indicator would normally expect 20% or greater Reserves/Discretionary Reserve Funds as a percentage of Operating Expenditures)

2018 Capital Budget Highlights

FUNDING (Amounts are provided on the detailed worksheets)

For 2018 the Town has identified the following sources of capital funding;

COMMUNITY PUBLIC INFRASTRUCTURE (CPI) - used for capital purchases including asset management; project management costs as they relate to the capital purchase; crushing and stockpiling granular materials; capital leases; community land use planning, principal and interest payment of capital loans; feasibility, engineering or planning studies for public infrastructure projects; land development projects; water licenses.

RESERVES – the Town has a general fund reserve and a utility fund reserve established to assist with financing capital and other projects.

General Fund Reserve includes:

- Municipal Infrastructure Reserve
- Mobile Equipment Reserve
- Computer System Reserve
- Recreation Infrastructure Reserve
- Recreation Centre Replacement Reserve
- Management Training Reserve
- Landfill Replacement Reserve

PROPERTY TAX - – Hay River has not typically used property tax for capital purchases however a plebiscite approved a small increase to fund the new recreation centre which in 2018 relates to debt servicing costs.

GAS TAX FUNDING (GTF) – used for capital purchases as they relate to

- public transit;

- wastewater infrastructure (CWWF) (see below)
- drinking water; solid waste management;
- community energy systems;
- local roads and bridges;
- capacity building;
- highways; airports;
- disaster mitigation;
- broadband and connectivity;
- brownfield redevelopment;
- culture; tourism; sport and recreation.

CLEAN WATER WASTE WATER (CWWF) – this funding was available on a one-time basis for water waste water infrastructure replacement. We applied it to the Wright Crescent project. Administration has inquired as to whether future funding might be available under this project and if so, will make application for other projects that meet the terms of the funding.

DONATIONS/ INSURANCE – Insurance proceeds for the fire training school which burned down in 2016 and was insured for replacement value (or a cash payout). Timeline for replacing the facility is May 2018 (an extension to September 2018 can be requested from NWTAC).

PROPOSED MAJOR PROJECTS (Funding sources are identified on detailed worksheets)

During 2018, the Town will complete the new recreation centre budget with an expense of \$1.7M financed through borrowing.

Proposed roadwork projects include the completion of Wright Crescent and commencement of the Courtoreille Street upgrade.

2018 PROPOSED CAPITAL PLAN

PROJECTS	2018 EXPENDITURE
WRIGHT CRESCENT WATER AND SEWER UPGRADES – finish the water and sewer and road work.	\$ 1,608,000
DOWNTOWN BEAUTIFICATION – finish work started in 2017	\$ 72,500
PORRITT LANDING BOAT LAUNCH – complete work on launch area and install picnic shelter	\$ 32,000
SEWER LAGOON UPGRADES – complete work started during the early winter 2018	\$ 125,000

PROJECTS	2018 EXPENDITURE
GENERATOR REPLACEMENT – WATER TREATMENT PLANT – Complete work on the generator building started in 2017	\$ 50,000
VALE ISLAND DRAINAGE WORK – ongoing work to resolve the drainage issues in areas around the island	\$ 75,000
INDUSTRIAL AREA DRAINAGE WORK - ongoing work	\$ 75,000
FIREHALL/TOWN HALL DEMOLITION – studies completed; remediation work	\$ 300,000
COURTOREILLE STREET WATER AND SEWER UPGRADES	\$1,725,000
12” WATERMAIN BEHIND 553 SUBDIVISION – Plans are in place to identify other sources of funding. If unsuccessful the project will need to be deferred to future years.	\$ 650,000
FIRE TRAINING SCHOOL – Place marker only. Final decision to be based on options paper to be presented to Council before end of March 2018.	\$ 180,000
SERVICE ROAD WALKWAY – Placement of a walking path on the Service Road to allow safe passage of pedestrian traffic to and from the new Health Facility	\$ 180,000
LIFT STATION #2 DEMOLITION – Project has been deferred for 2 years. Facility is no longer maintained and will become unsightly.	\$ 165,000
SNOW BLOWER (HEAVY DUTY) – Replacement of the 1988 slow blower purchased 2nd hand in 2010.	\$ 102,000
COMPUTER EQUIPMENT REPLACEMENT – Replacing 2 network servers	\$ 90,000
TRUCK REPLACEMENT PROGRAM – Replacement of 2 pickups in PWS	\$ 90,000
AQUATIC FACILITY BOILERS – Replacing failing boilers in the Aquatic facility which are inefficient and a risk to continued operations. A mechanical engineering assessment will determine final project scope.	\$ 82,000
WOODLAND DRIVE TO VISITORS INFORMATION CENTER SIDEWALKS – To install the section of sidewalk to join the walking trail along the highway with Woodland Drive and McBryan Drive	\$ 75,000
LIFE STATION #1 – ROOF REPLACEMENT	\$ 75,000
SEWER FLUSHER UNIT – replacement of 1978 sewer line flusher/steamer	\$ 60,000
ARENA PARKING LOT PAVING – paving of the lot behind the arena after construction is completed	\$ 60,000

PROJECTS	2018 EXPENDITURE
ARENA ICE BLOCKERS – Install ice blocker on the arena roof to prevent snow and ice slides	\$ 60,000
LEASEHOLD IMPROVEMENTS – ARENA CONCESSION – prepare the concession in the arena for successful leasing options	\$ 50,000
LANDFILL CLOSURE PLAN – Planning for the closure of the existing landfill	\$ 25,000
SCBA UPGRADES - PWS DEPARTMENT -upgrade the SCBA equipment for the safety of the employees	\$ 20,500
SCBA UPGRADES - REC DEPARTMENT -upgrade the SCBA equipment for the safety of the employees	\$ 20,500
POSITIVE PRESSURE FAN – For use in fire protection for the safety of the firefighters.	\$ 6,000
TOTAL PROPOSED PROJECTS 2018	\$ 6,053,500

FUTURE PLANNING 2019 AND BEYOND

Sustainability of the capital plan

This capital plan allows for spending approximately \$3M each year. This amount will be augmented by other funding and projects that can be identified during the year as we progress with growth and development over the next 10 years. In most years this allows for one major capital project, for the most part replacement of aging infrastructure.

Fund capital spending

This capital plan identifies the main outside funding sources as capital contributions from the Territorial and Federal Governments. The equity funding is identified with a reserve contribution each year of approximately \$1.25M. In 2018 this will be achieved through a combination of legislated reserve contributions of \$430,000 and the budgeted surplus \$833,000.

FUTURE PROJECTS 2019 – 2027

PROPOSED MAJOR PROJECTS

The Town is developing plans around future growth in the areas of Land Development. With that comes the infrastructure necessary to support the growth. With that in mind, Administration has included place holders for the following projects over the next 10 years. Planning is still in progress for these items and further details will be forthcoming.

Project Name	Year(s)	Amount
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Mansell, Dessy and Morin Place Watermain Upgrade and Road Resurfacing	2020 - 2021	\$ 2,300,000
Water Treatment Plant Upgrades	2020 – 2021	\$ 1,500,000
Landfill Closure <i>(New Landfill on the Worksheet)</i>	2020 – 2021	\$ 850,000
Riverview, Beaver and Caribou Waterline Replacement	2020 - 2023	\$ 5,000,000
Town Hall Replacement	2022 – 2028	\$ 4,500,000
New Solid Waste Facility	2022 – 2023	\$ 3,000,000
New Road in Industrial Area	2024 – 2025	\$ 2,500,000
Paradise Road Realignment	2025	\$ 250,000
Old Town Roads Rehab	2025	\$ 300,000
New Town Garage	2026 – 2027	\$ 3,000,000
Future Road Upgrade	2026 - 2027	\$ 2,500,000
Total		\$ 25,700,000

COUNCIL POLICY / STRATEGY OR GOAL:

Good stewardship and clear direction regarding the financial administration of the Town of Hay River.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration By-law No 2252/FIN/11
 Cities, Towns and Villages Act S.N.W.T. 2003,c.22

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2018 Ten Year Capital Plan
 New Recreation Centre Project Summary

Prepared by:
 Ruth Boden

Reviewed by:
 Judy Goucher

Director of Finance & Administration

Senior Administrative Officer

10. NEW BUSINESS

a) Recreation Centre Progress Claim #18

RECOMMENDATION:

#18-022

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the payment of Progress Claim #20 to Clark Builders in the amount of \$496,264.52 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 twentieth (20) Progress Claim has been presented for payment. This includes work up to and including February 28, 2018 less the 10% holdback.

This claim does not include the additional costs for the Stairwell #1 wall at this time. The Town's Project Manager is working with the contractor and a Contemplated Change Notice will be forthcoming in the next few days for Council's consideration.

The Administrative Component has been updated in the Recreation Center Billing Summary to reflect the added costs of heat and electricity for the

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 2018 \$496,264.52 plus GST

ALTERNATIVES TO RECOMMENDATIONS:

N/A.

ATTACHMENTS:

Recreation Centre Progress Claim #20
Recreation Centre billing summary to February 28, 2018

Prepared by:
Ruth Boden
Director of Finance

Reviewed by:
Judy Goucher
Senior Administrative Officer

b) Vacant Seat on Council

RECOMMENDATION:

#18-023

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER leave the current vacant seat empty for the remainder of the term.

CARRIED

BACKGROUND:

On January 3rd, Councillor Roger Candow resigned his seat on Council. According to the Local Authorities Elections Act R.S.N.W.T. 1988,c.L-10, Section 47. (1), Vacancies in Office:

Where the office of a member of a local authority becomes vacant for any reason before the term of office expires, the local authority shall fill the vacancy at the next general election or before then by

- (a) appointing a person who is eligible as a candidate; or*
- (b) holding a by-election.*

COUNCIL POLICY / STRATEGY OR GOAL:

To make informed decisions

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Local Authorities Election Act

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A.

ATTACHMENTS:

N/A

Prepared by:
Stacey Barnes
Council Administrator

Reviewed by:
Judy Goucher
Senior Administrative Officer

c) 2018 Board of Revision Appointment

RECOMMENDATION:

#18-024 **MOVED BY: DEPUTY MAYOR JUNGKIND**
SECONDED: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints:

- Peter Maher
- Alvin Pitre
- John Suwala, and
- Gary Vizniowski

as Members to the 2018 Board of Revision.

CARRIED

BACKGROUND:

According to Section 30. (2) of the Property Assessment and Taxation Act, Council must appoint, by resolution, at least 3 members to the board of revision. Each Member holds office during pleasure, for not more than one year however a person may be reappointed as a member of a municipal board of revision.

The following Individuals are willing to be on the 2018 Board; and are in good standing with the Town of Hay River.

Peter Maher – 10 years serving
Alvin Pitre – 9 years serving
John Suwala – 1 year serving
and Gary Vizniowski – 1 year serving

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Property Assessment and Taxation Act (PATA)

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Susan Gallardo - Lands
Date: 25 January 2018

Reviewed by:

Judy Goucher - SAO
Date: 29, January 2018

d) 2018 Proposed Capital Budget

RECOMMENDATION:

#18-025

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2018 Capital Budget and 2018 – 2027 Capital Plan as presented.

CARRIED

BACKGROUND:

On January 9 and 16, 2018, the Public Works Committee and the Municipal Services Committee reviewed the proposed 2018 Capital Budget and 2018-2027 proposed Capital Plan. Council requested that Administration investigate and return with the follow up information on seven (7) undertakings.

The responses to the undertakings are as follows:

Undertaking #1 – Town Hall demolition – Administration is to move the demolition project out one year and prepare an overall plan for the replacement of the Town Hall.

Response – The demolition project for Town Hall has been moved out two years in the attached amended 2018 Capital Budget and ten-year capital plan. Administration will investigate and prepare an options paper for the replacement of the Town Hall building to be presented to Council later but in advance of the 2019 Capital Budget. This paper will include a sell as is option as well as other options that may have funding to offset the cost to the Town. The option paper will also include a recommended timeline for demolition and replacement of the Town Hall.

Undertaking #2 - Service Road Walkway – Administration is to move this project out of the ten-year capital plan and send a letter to the GNWT requesting that they fund the walkway that provides accessibility for residents to the new health centre.

Response – The Service Road Walkway project has been removed from the ten-year capital plan. A letter has been drafted to send to the Minister of Health and Social Services following a motion from Council

Undertaking #3 - IT Servers – Administration is to clarify what this project is and prepare an updated project brief for Council consideration.

Response – See attached project brief. There are three pieces of equipment that should be replaced for a total of \$118,000. The largest cost (\$90,000) is related to the Storage Area Network which is a consolidated disk storage device that holds all Town data in one high-availability, redundant central location. The current SAN is 6 years old, the model is no longer manufactured and is end of life. If the current device fails after the warranty expires in April 2018, the Town will lose access to all data. This includes VADIM data, all documents stored on the network and all email. The existing unit has also reached capacity which will be addressed in the replacement. Other IT requirements include new switches for the phone system which are twelve years old, have been discontinued and there is no extended warranty option available. Lastly, one of the Town's email exchange servers is eight years old, is discontinued and out of warranty.

Undertaking #4 – Administration is to report Beaver, Caribou & Riverview projects on separate line items and update the estimates, if required.

Response – These projects are now reported on separate line items. The Riverview Drive project is a four-year project and is proposed to commence in advance of the two Crescents. The project costing has been updated to include the full length of Riverview Drive and includes sidewalks, curbs and gutters. The estimates for these projects have been updated to reflect the change in scope.

The proposed version of the 2018 Capital budget includes the commencement of Mansell, Dessy and Morin Place for Council's consideration. To accommodate the start of that project, the following adjustments were made to the previous versions of the 2018 Capital Budget.

Project	Amount
Defer Town Hall demolition – 2 years	(\$300,000)
Defer Lift Station #2 demolition – 1 year	(\$165,000)
Defer Old Town Drainage – 1 year	(\$75,000)
Defer Industrial Area Drainage – 1 year	(\$75,000)
Delete Service Road Walkway	(\$180,000)
Reduce VIC sidewalk (gravel instead of concrete)	(\$55,000)
Increase contribution to reserves	(\$250,000)
Subtotal reductions	(\$1,100,000)
Add Mansell, Dessy and Morin to 2018	\$1,600,000
Shortfall	(\$500,000)
Drawdown from Reserves	500,000

Net impact	0
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Other Matters

With the updated estimates for Riverview, Beaver and Caribou the project to replace the Town Garage has been moved out beyond the timeline of the ten-year plan.

Administration will continue to seek out funding to offset the cost of the ten-year capital plan. Updates will be provided at the quarterly finance reviews and adjustments can be made when funding has been sourced. At that time, Administration will make recommendations whether to bring projects forward, add projects or replenish reserves.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2018 Proposed Capital Budget
2018-2017 Capital Plan

Prepared by:

Reviewed by:

Judy Goucher
SAO

** Let it be noted that Coucillor's McKay and Dohey was opposed

e) CWWF Funding

RECOMMENDATION:

#18-026

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the Clean Water and Waste Funding Transfer Agreement for 2016 - 2020 in the amount of \$2,062,500.

BACKGROUND:

The Wright Crescent Water and Sewer Replacement Project was approved by Council as part of the 2017 Capital Budget process contingent on receiving approval for the Clean Water and Waste Funding contribution from the Government of Canada and the department of Municipal and Community Affairs (MACA) for the Government of Northwest Territories. Approval was achieved and we were notified in October 2016.

The two requirements for Clean Water and Waste Funding are an approved capital budget and the approval of the transfer agreement which we received from MACA on Monday.

The project began in September 2017 and we can anticipate receiving the funding after we complete the quarterly reporting.

Administration is asking for Council approval of the transfer agreement to finalize the requirements and to allow funding to flow.

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 - 2018 in the amount of \$ 2,062,500

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Clean Water and Waste Funding Transfer Agreement

Prepared by:

Ruth Boden

Reviewed by:

Judy Goucher

14. Adjournment

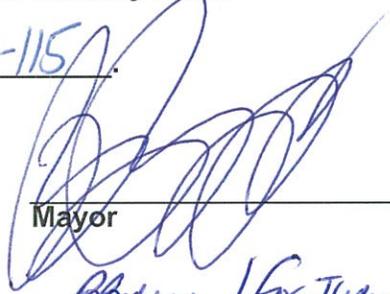
#18-033 MOVED BY: CLLR ANDERSON

That the Regular Meeting of Council be adjourned at 8:36pm.

CARRIED

Certified Correct as Recorded on the 30th day of January 2018.

These minutes were accepted by motion # 18-115.



Mayor

Bobine / For Judy Goucher

Senior Administrative Officer

