

The Special Meeting of Council was held on Friday, February 9<sup>th</sup>, 2018 at 12pm in the Council Chambers.

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

Staff: Judy Goucher – Senior Administrative Officer, Ruth Boden – Director of Finance and Administration, Earle Dumas – Director of Public Works & Stacey Barnes – Council Administrator & Recording Secretary

1. **CALL TO ORDER:**

This Meeting was called to order at 12 noon with Mayor Mapes presiding.

2. **ADOPTION OF AGENDA**

#18-045

**MOVED BY: CLLR ANDERSON**

**SECONDED BY: CLLR JAMESON**

**CARRIED**

3. **DECLARATION OF INTEREST**

Cllr Coakwell declared in interest in 4b) Employer is a subcontractor

4. **NEW BUSINESS**

a) CCN for Wright Crescent

**RECOMMENDATION:**

#18-046

**MOVED BY: CLLR ANDERSON**

**SECONDED BY: DEPUTY MAYOR JUNGKIND**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves CCN #6 for a concrete gutter on Wright Cres.**

**CARRIED**

**BACKGROUND:**

Install a concrete gutter across the south intersection of Wright Cres and Stewart Dr as per detail 1-C507. The gutter shall run perpendicular to Stewart Dr and will have an approximate length of 30m measured along the gutter line. The gutter elevations shall match the existing curb at each end. Grind the lip of gutter on the existing curb to accommodate water flow.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

Increase to contract of \$13,000.00

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

Prepared by: Earle Dumas

Reviewed by: Judy Goucher

b) Recreation Centre Concession Millwork Award

**RECOMMENDATION:**

#18-047

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER awards Sunrise Cabinets the Millwork Project for the Arena Concession.**

**CARRIED**

**BACKGROUND:**

The TOHR approved a budget of \$50,000 for the Arena Concession including town-supplied equipment and millwork.

The TOHR issued an Invitational RFP for the Arena Concession Millwork to 2 local contractors:

K.P. Woodright - no bid  
Sunrise Cabinets - \$34,841.20

This RFP included cabinets, countertops within the new concession area. There was also a mandatory site inspection to address any questions from the contractors. Both contractors attended the site visit.

This project is to be completed by the end of February and carry a 1-year warranty period.

Administration is working to obtain contribution funding in the amount of \$30,000 to help offset the cost of this project.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

This contract is part of the approved budget of \$50,000 for the concession in the new recreation complex.

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by: Earle Dumas**

**Reviewed by: Judy Goucher**

\*\*Let it be noted Cllr Coakwell left the room

c) Design and Tender Services for Courtoreille Street

**RECOMMENDATION:**

#18-048

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER authorizes Administration to hire Stantec at a cost of \$40,700, to complete the engineering design and tendering services to complete the engineering design and tendering services for Courtoreille St. Water Line, Sidewalks and Road Upgrades.**

**CARRIED**

**BACKGROUND:**

In 2017 the Town completed a public tender process for as and when engineering services and the tender was awarded to Stantec and expires May 2018.

Stantec will complete the design and tender services for the Courtoreille St. Water Line, Sidewalks and Road Upgrades for 2018 under the current as and when contract.

Last summer this project had a preliminary survey completed during other projects at no additional cost to The Town of Hay River for this service.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

Design and Tender Services were included in the overall budget approved for Courtoreille St. Water Line, Sidewalks and Road Upgrades

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

Prepared by: Earle Dumas

Reviewed by: Judy Goucher

d) Design and Tender Services for Dessy, Mansell & Morin

**RECOMMENDATION:**

#18-049

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER authorizes Administration to hire Stantec at a cost of \$42,850, to complete the engineering design and tendering services for the Dessy, Mansell and Morin road upgrade.**

**CARRIED**

**BACKGROUND:**

In 2017 the Town completed a public tender process for as and when engineering services and the tender was awarded to Stantec and expires May 2018.

Stantec will complete the design and tender services for Dessy, Mansell and Morin Water, Sewer and Road Upgrades for 2018 under the current as and when contract.

Last summer this project had a preliminary survey completed during other projects at no additional cost to The Town of Hay River for this service.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

Design and Tender Services were included in the overall budget approved for the Dessy, Mansell and Morin road upgrade project.

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

Prepared by: Earle Dumas

Reviewed by: Judy Goucher

e) Procurement Approval

**RECOMMENDATION:**

#18-050      **MOVED BY: CLLR ANDERSON**  
                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approve the expenditure totaling \$373,603.30 as outlined in the attached list.**

**CARRIED**

**BACKGROUND:**

In accordance with Bylaw No. 1574/GEN/2016 sec. 4, and Schedule "A" of the bylaw which states:

*Council delegates to the SAO the authority to commit or expand funds from the operations budget of the Town to a limitation of \$25,000.00. the SAO may, in writing, delegating his authority to commit or expand funds to other Town Staff at his discretion, up to \$5,000.00 such delegation will enable staff to initiate expenditures against the budget for which they are accountable.  
For expenditures in excess of \$25,000.00 a resolution of Council authorizing the expenditure shall be required.*

Administration has compiled a listing of expenditures exceeding the SAO authorization limit and is requesting Council approve the attached listing of expenditures for payment.

All items have been verified for accuracy, validity and budget inclusion by Administration.

**COUNCIL POLICY / STRATEGY OR GOAL:**

Town of Hay River Purchasing Policy

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

Bylaw 1574-GEN-16 Property Procedures or Procurement Bylaw

**FINANCIAL IMPLICATIONS:**

2018 O&M Budget.

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

Expenditures in Excess of \$25,000 listing

**Prepared by:**

Ruth Boden  
Director of Finance and Administration  
February 7, 2018

**Reviewed by:**

Judy Goucher  
Senior Administrative Officer  
February 7, 2018

f) Lands Inventory

**RECOMMENDATION:**

#18-051

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report on lands inventory as presented and directs Administration to pursue options for increasing lot inventory as soon as practical.**

**CARRIED**

**BACKGROUND:**

Council requested that Administration provide an overview of land that is available for sale. Attached is a listing of land that is currently in inventory.

On September 2017 there were six land sale bylaws that were approved by Council.

That left six (6) Residential lots and one (1) Industrial lot in inventory. Since then, the Town received deposits on five (5) residential lots for purchase. The Industrial lot was temporarily withdrawn from inventory until power line is installed in the area, and new appraisal is done.

If those land sales are approved by Council, the Town will have one (1) Residential lot on Inventory for Sale as per attached listing.

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”.

The Town will be addressing its inventory of lots in the updated General Plan which is currently being drafted. The Town is in discussions with the GNWT regarding financing for land development in order to increase the supply of available land.

**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:**  
Susan Gallardo  
Lands

**Reviewed by:**  
Judy Goucher  
SAO

**5. BYLAWS**

a) Bylaw 2376 – Sale of Land – First and Second Reading

#18-052

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

**CARRIED**

#18-053

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

**CARRIED**

b) Bylaw 2377 – Sale of Land – First and Second Reading

#18-054                    **MOVED BY: CLLR ANDERSON**  
                                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**

#18-055                    **MOVED BY: CLLR ANDERSON**  
                                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**

c) Bylaw 2378 – Sale of Land – First and Second Reading

#18-056                    **MOVED BY: CLLR ANDERSON**  
                                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**

#18-057                    **MOVED BY: CLLR ANDERSON**  
                                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**

d) Bylaw 2379 – Sale of Land – First and Second Reading

#18-058                    **MOVED BY: CLLR ANDERSON**  
                                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**

#18-059                    **MOVED BY: CLLR ANDERSON**  
                                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**

e) Bylaw 2380 – Sale of Land – First and Second Reading

#18-060                    **MOVED BY: CLLR ANDERSON**  
                                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**

#18-061                    **MOVED BY: CLLR ANDERSON**  
                                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**



7. IN CAMERA

#18-062

MOVED BY: CLLR ANDERSON  
SECONDED BY: DEPUTY MAYOR JUNGKIND

That the Council of the Town of Hay River move to In Camera at 12:10pm.

CARRIED

#18-063

MOVED BY: CLLR ANDERSON  
SECONDED BY: DEPUTY MAYOR JUNGKIND

That the Council of the Town of Hay River move out of In Camera  
At 12:20pm.

CARRIED

8. ADJOURNMENT

#18-064

MOVED BY: CLLR ANDERSON

CARRIED

That the Special meeting of Council be adjourned at 12:21pm.

Certified Correct as Recorded on the 9<sup>TH</sup> Day of February, 2018

These minutes were accepted by motion #

18-083

  
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Mayor

*R. Boden / for Judy Gouchee*  
\_\_\_\_\_  
Senior Administrative Officer

