

The Special Meeting of Council was held on Tuesday, February 13<sup>th</sup>, 2018 at 6:40pm in the Council Chambers.

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

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

1. **CALL TO ORDER:**

This Meeting was called to order at 6:40pm with Mayor Mapes presiding.

2. **ADOPTION OF AGENDA**

#18-065

**MOVED BY: CLLR ANDERSON**

**SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**

3. **DECLARATION OF INTEREST**

Cllr Coakwell has declared an interest in 6a) In Camera

4. **NEW BUSINESS**

a) Advancing Local Government Administrators Program

<b>RECOMMENDATION:</b>
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#18-061

**MOVED BY: CLLR JAMESON**

**SECONDED BY: DEPUTY MAYOR JUNGKIND**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER commit to apply to Advancing  
Local Government Administrators Program (ALGAP) and if successful, enter into a  
contribution agreement with MACA**

**And;**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER commit to support, train up and  
hire a northern Local Government Administrator (LGA) trainee and to employ the  
trainee as the community's LGA for a minimum of 24 months upon successful  
completion of the agreed to Training Plan**

**And;**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER commit to provide support and training for a northern LGA Trainee and to match at minimum the requested training and development funds from the ALGAP up to \$20,000 per year for the length of the contribution agreement**

**And;**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER commit to participate in an ALGAP orientation and host and participate in two mandatory governance training workshops; SAO – A Team Resource; and Roles and Responsibilities**

**And;**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER commit to support the Trainee's ongoing and future pursuit of the SAO Occupational Certification Program both financially and operationally**

**CARRIED**

**BACKGROUND:**

The Council of the Town of Hay River must demonstrate commitment to support ALGAP, its intent, goals and objectives and clearly stating Council's decision to approve the above motions

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

N/A

**FINANCIAL IMPLICATIONS:**

Included in the 2018 O&M Training Budget up to \$20,000

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

**Prepared by:**

Stacey Barnes  
Council Administrator  
February 9, 2018

**Reviewed by:**

Judy Goucher  
Senior Administrative Officer  
February 9, 2018

b) Local Improvements Bylaw for Wright Crescent

**RECOMMENDATION:**

**#18-067      MOVED BY: DEPUTY MAYOR JUNGKING  
                  SECONDED BY: CLLR JAMESON**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approve Option 3 to levy a local improvement tax of \$2,530 per lot that will be impacted by the sidewalk installation on Wright Crescent.**

**CARRIED**

**BACKGROUND:**

The Town of Hay River supports accessibility in the community in several ways and when opportunities arise. One of these opportunities occurs when planned road work is conducted in neighborhoods. This allows the town and the residents of the specific area to provide sidewalks for the increased accessibility and safety of the residents. The installation of sidewalks provides the added benefit of increasing property values to the owners.

Over the past 5 years, the Town has conducted two other road improvement projects that included a sidewalk component. This was achieved on a shared cost with the residents. The total cost of the sidewalk improvements was shared on a 50/50 basis between the residents and the Town resulting in a cost to the residents of approximately \$2,500 per property.

The Town of Hay River is preparing for Phase II of the Wright Crescent Water and Sewer Replacement Project. This will include a decision about the installation of sidewalks in the area.

Costs have increased since the last two sidewalk installations resulting in an increase per property of approximately \$900 or (18%) which is an appropriate cost increase over this timeframe.

The method used in the previous two projects to determine a fair distribution of the cost of the local improvement was to divide the 50% cost recovery by the number of lots to be affected by the improvement. This method resulted in a cost to each property of \$2,550. Using this same method for the Wright Crescent project would result in the following;

**OPTION 1:**

Total cost of sidewalks	\$230,000
50% to be covered by the Town	<u>\$(115,000)</u>
Cost to be covered by the Residents	\$115,000
# of lots in the Wright Cres service area	<u>39</u>

Cost per lot \$2,948

Considering the increased cost to the residents and in the interest of Town policy to support accessibility in the municipality Council could consider another method of distributing the costs to the resident. This would be as follows;

**OPTION 2:**

Council could consider applying a proportionate amount of funding to the sidewalk project;

i.e. The total project cost is \$3.19M and contribution funding of \$2.2M has been obtained with the Town to providing equity in the amount of \$990K which is approximately 31% of the total cost.

If this same ratio of cost to funding is applied to the sidewalk portion of the project, the cost to the Town would be 31% of \$230K or \$71K.

This cost could then be shared by the residents in the amount of approximately \$2,000 per lot.

One issue of concern with this method is that contribution funding may not always be available which could result in disproportionate cost distributions for future improvements of this nature.

**OPTION 3:**

Council could consider using a flat rate per lot based on the average of the past two local improvement projects;

i.e.

McBryan Drive cost per lot to residents \$2,510

McRorie Road cost per lot to residents \$2,549

Average cost per lot \$2,529.50 rounded \$2,530

This would be a fair and equitable method of distributing the cost to the residents. The Town would be absorbing some of the increased costs of construction, however the contribution funding is in place for this current project.

**COUNCIL POLICY / STRATEGY OR GOAL:**

Town of Hay River Health Living and Accessibility Strategy

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

Bylaw 2382/LIP/18

**FINANCIAL IMPLICATIONS:**

2018 Capital Budget.

**ALTERNATIVES TO RECOMMENDATIONS:**

Council could recommend so other method of recovering the cost of the local improvement.

**ATTACHMENTS:**

N/A

**Prepared by:**

Ruth Boden  
Director of Finance and Administration  
February 7, 2018

**Reviewed by:**

Judy Goucher  
Senior Administrative Officer  
February 7, 2018

**5. BYLAWS**

a) Bylaw 2376– Sale of Land – Third and Final Reading

#18-068

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

**CARRIED**

b) Bylaw 2377– Sale of Land – Third and Final Reading

#18-069

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

**CARRIED**

c) Bylaw 2378– Sale of Land – Third and Final Reading

#18-070

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

**CARRIED**

d) Bylaw 2379– Sale of Land – Third and Final Reading

#18-071

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

**CARRIED**

e) Bylaw 2380– Sale of Land – Third and Final Reading

#18-072

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

**CARRIED**

f) Bylaw 2383– Half Day Civic Holiday – First and Second Reading

#18-073                    **MOVED BY: DEPUTY MAYOR JUNGKIND**  
                                 **SECONDED BY: CLLR ANDERSON**  
  
CARRIED

#18-074                    **MOVED BY: DEPUTY MAYOR JUNGKIND**  
                                 **SECONDED BY: CLLR DOHEY**  
  
CARRIED

Consent for Third Reading  
#18-075                    **MOVED BY: DEPUTY MAYOR JUNGKIND**  
                                 **SECONDED BY: CLLR DOHEY**  
  
CARRIED

Third and Final Reading  
#18-076                    **MOVED BY: DEPUTY MAYOR JUNGKIND**  
                                 **SECONDED BY: CLLR DOHEY**  
  
CARRIED

6.     **IN CAMERA**

#18-077                    **MOVED BY: CLLR JAMESON**  
                                 **SECONDED BY: DEPUTY MAYOR JUNGKIND**

That the Council of the Town of Hay River move to In Camera at 6:45pm.  
  
CARRIED

#18-078                    **MOVED BY: DEPUTY MAYOR JUNGKIND**  
                                 **SECONDED BY: CLLR ANDERSON**

That the Council of the Town of Hay River move out of In Camera  
At 7:09PM.  
  
CARRIED

7.     **ADJOURNMENT**

#18-079                    **MOVED BY: CLLR ANDERSON**  
  
CARRIED

That the Special meeting of Council be adjourned at 7:10pm.

Certified Correct as Recorded on the 13<sup>th</sup> Day of February 2018

These minutes were accepted by motion # 18-084.



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Mayor

*P. Borden / for Judy Goucher*  
Senior Administrative Officer

