

**The Special Meeting of Council was held on Tuesday, May 1<sup>st</sup>, 2018 at 6:37pm in the Council Chambers.**

Present: Mayor Mapes, Deputy Mayor Jungkind, Councilors McKay, Anderson, Dohey & Jameson (by phone)

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

**1. CALL TO ORDER:**

This Meeting was called to order at 6:37pm with Mayor Mapes presiding.

**2. ADOPTION OF AGENDA**

#18-175

**MOVED BY: CLLR ANDERSON**

**SECONDED BY: DEPUTY MAYOR JUNGKIND**

**CARRIED**

**3. DECLARATION OF INTEREST**

There were no declarations of interest for Tuesday, May 1<sup>st</sup>, 2018

**4. NEW BUSINESS**

a) Procurement Approval

**RECOMMENDATION:**

#18-176

**MOVED BY: DEPUTY MAYOR JUNGKIND**

**SECONDED BY: CLLR ANDERSON**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approve the expenditure totaling \$252,560.89 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 expend 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  
April 3<sup>rd</sup>, 2018

**Reviewed by:**

b) Letter of Support for West Point First Nation Youth Center

**RECOMMENDATION:**

#18-177                      **MOVED BY: DEPUTY MAYOR JUNGKIND**  
   **SECONDED BY: CLLR ANDERSON**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter of support for the West Point First Nation's application for funding for Youth Centre operations.**  
**CARRIED**

**BACKGROUND:**

The West Point First Nations has asked for a letter of support as they apply for funding from Municipal and Community Affairs for the operation of their youth centre.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

Letter from West Point First Nation

**Prepared by:**  
Stacey Barnes  
Council Administrator  
April 27<sup>th</sup>, 2018

**Reviewed by:**  
Judy Goucher  
Senior Administrative Officer  
April 27<sup>th</sup>, 2018

c) 2018 Mill Rate Bylaw Report

**RECOMMENDATION:**

#18-178                      **MOVED BY: CLLR ANDERSON**  
   **SECONDED BY: CLLR DOHEY**

**THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report on 2018 Property Tax Mill Rates for information purposes in preparation for By-law 2385/TAX/18 deliberations.**  
**CARRIED**

**BACKGROUND:**

Pursuant to Section 76 of the *Property Assessment and Taxation Act, R.S.N.W.T., 1998, c.P-10* Council sets the annual property tax mill rates to enable the Town to meet the estimated expenditures as approved in the annual budget process.

During the 2018 Budget process, Council received a report on mill rate comparisons in NWT tax based municipalities. The final 2018 O&M budget was approved by Council and incorporated an increase in the municipal tax rate for the institutional class of 10.08 (from 19.729 to 29.800) mills per thousand dollars of assessed value.

Bylaw 2385/TAX/18 formalizes the mill rates used to prepare the approved 2018 O&M budget. All mill rate classes remain unchanged from 2017 except the institutional mill rate class.

**COUNCIL POLICY / STRATEGY OR GOAL:**

To provide service levels outlined in the approved 2018 O&M Budget.

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

Town of Hay River O&M Budget for 2018  
DRAFT Bylaw 2385/TAX/18

**FINANCIAL IMPLICATIONS:**

Property tax revenues in 2018 budget are inclusive of this mill rate change.

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Ruth Boden  
Director of Finance

**Reviewed by:**  
Judy Goucher  
SAO

d) Progress Claim #21 for the Recreation Center

**RECOMMENDATION:**

#18 – 179      **MOVED BY: CLLR ANDERSON**  
                    **SECONDED BY: DEPUTY MAYOR JUNGKIND**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the payment of Progress Claim #21 to Clark Builders in the amount of \$21,583.31 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 twenty-first (21) Progress Claim has been presented for payment.

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.

**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 \$21,583.31 plus GST

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A.

**ATTACHMENTS:**

Recreation Centre Progress Claim #21

**Prepared by:**  
Ruth Boden  
Director of Finance & Administration

**Reviewed by:**  
Judy Goucher  
Senior Administrative Officer

**\*\*Let it be noted that Councillor McKay was opposed\*\***

**5. BYLAW**

a) Bylaw 2385 – Mill Rate 2018 – First Reading

**#18-180**

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

**CARRIED**

**\*\*Let it be noted that Councillor McKay was opposed\*\***

b) Bylaw 2385 – Mill Rate 2018 – Second Reading

**#18-181**

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

**CARRIED**

**\*\*Let it be noted that Councillor McKay was opposed\*\***

