



COUNCIL MINUTES – FEBRUARY 18TH 2019

The Regular Meeting of Council was held on Monday, February 18th, 2019 at 6:30pm in the Council Chambers.

Present: Mayor Jameson, Deputy Mayor Bouchard, Councilors Melanson, Anderson, Chambers, Dohey, Duford, Groenewegen and Willows

Staff: Senior Administrative Officer- Judy Goucher, Assistant Senior Administrative Officer – Glenn Smith, Director of Public Works – Earle Dumas, Director of Protective Services – Ross Potter, Director of Recreation – Stephane Millette & Council Administrator – Stacey Barnes

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#19-047

MOVED BY: DEPUTY MAYOR BOUCHARD

SECONDED BY: CLLR DOHEY

****Update report for 10a) and remove 10c) ****

CARRIED

3. DECLARATION OF INTEREST

There were no declarations of interest for the Regular Meeting of Council – Monday, February 18th, 2019.

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

Cllr Dohey – Congratulations to Team Delorey rink in the ladies' division

- Good luck to all the athletes participating in the Canada Winter Games in Red Deer.

Cllr Duford – John Morris, Olympic Good Medalist will be at the Curling Club on Wednesday from 7-9pm

5. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)

a) January 28th, 2019 – Regular Meeting of Council

#19-048

MOVED BY: CLLR ANDERSON

SECONDED BY: CLLR WILLOWS

CARRIED



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6. **BUSINESS ARISING FROM MINUTES**
There was no business arising from the minutes.

7. **DELEGATION**
- Pine Point Metals
 - Hay River Health and Social Services

8. **ADMINISTRATIVE ENQUIRIES**

Senior Administrative Officer – Judy Goucher

- Capital Budget 2019 is ongoing
- Mill Rates coming next week
- Applications for Infrastructure Funding due March 1st
- T4 season and year end audit prep happening

Assistant Senior Administrative Officer

- Strategic Planning workshop next weekend – prepping and working on an agenda
- Fisherman's Wharf Pavilion – report in tonight's package
- Working on funding applications
- Tourism show in Calgary in March is booked
- New Human Resource Manager starts on Monday
-

Director of Public Works– Earle Dumas

- Nothing at this time

Director of Protective Services – Ross Potter

- Respirator fit testing has started for staff and firefighters
- Fire Marshalls office has approved the use of the pond hockey tent for one more year
- Meeting with the RCMP to work on a lockdown procedure for the Recreation Centre

Recreation – Stephane Millette

- Hot Tub and steam room are in operation
- Pool opening is targeting the end of this week to open
- Pee Wee tournament and curling this past weekend
- Figure Skating test weekend coming up this weekend
- Archery Course will be taking place
- Ongoing meetings with ice users' groups

Cllr Willows – Director of Finance recruitment – Where are we?

SAO Goucher – Ads will be posted this Friday for Director of Finance and Director of Public Works

Cllr Duford – Heard lots of great positive feedback on the recreation centre lately.



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9. COMMITTEE REPORTS

a. Mayors Monthly Report for January 2019

RECOMMENDATION:

#19-049 **MOVED BY: CLLR DUFORD**
SECONDED BY: CLLR CHAMBERS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Mayor’s monthly report for the month of January 2019.

CARRIED

BACKGROUND:

Mayor’s January 2019 Meetings

<u>Date</u>	<u>Meeting with or Attended</u>	<u>Location</u>	<u>Topic</u>
January 7, 2019	Eileen Gour	Mayor’s Office	Community Wellness
January 8, 2019	MP McLeod and Minister Schumann	Council Chambers	Federal and Territorial Government Funding Announcement
January 9, 2019	Katlodechee and other wellness groups	Katlodechee Reserve	Dene Wellness Visioning Workshop
January 10, 2019	MLA North RJ Simpson	Mayor’s Office	Various Hay River Issues
January 14, 2019	NTPC Board Chair, Deputy Chair and CEO	Council Chambers	Power Franchise Meeting
January 15, 2019	AEA CEO Mark Heyck, local AEA staff Louise Schumann and Tom Gross	Council Chambers	Arctic Energy Alliance Programs
January 16-17, 2019	MACA conference	Yellowknife	Managing Cannabis in your Community
January 25, 2019	Seniors’ Lunch	Whispering Willows	Various seniors’ issues



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January 25, 2019

Yvonne Careen,

Mayor's Office

Commission
Francophone
Schooling

COUNCIL POLICY / STRATEGY OR GOAL:

Accessible government

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Kandis Jameson

Mayor

Date: February 6th, 2019

B) Public Works Monthly Report for January 2019

RECOMMENDATION:

#19-050

MOVED BY: CLLR GROENEWEGEN

SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the monthly report from Public Works for the month of January 2019

CARRIED

BACKGROUND:

- Water Treatment Plant, Water Reservoir, Lagoon and Lift Stations operations and inspections.
- Sewer Main Flushing of troubled areas
- Vehicle and Equipment maintenance servicing
- Electrical/alternator repairs on grader
- Capital Budgets 2019 on-going



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- Snow Removal through-out town when required
- Street Sanding when required
- Lagoon Berm Upgrades started Jan 4, will continue till completed weather pending.

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
Date: February 6, 2019

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: February 7, 2019

c) Building and Development Report for January 2019

RECOMMENDATION:

#19-051 **MOVED BY: CLLR CHAMBERS**
SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Development and Building Permit Report for the month of January 2019. **AMENDED**

CARRIED

BACKGROUND:



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SUMMARY

- 1 Development Permit has been approved for January 2019. In the month of January 2018, we had 7 Development Permits and one Building Permit signed out.

Background

- The January Development and Building Permit Report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Jan 17/19	DH19-001	68 Miron Drive	Home Occupation Macdonald and Associates (Lawyer Office)

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 18, 2019

Date: January 18, 2019

d) Emergency Services Monthly Report for January 2019

RECOMMENDATION:

#19-052

**MOVED BY: DEPUTY MAYOR BOUCHARD
SECONDED BY: CLLR MELANSON**



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THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Emergency Services Activity Report for the month of January, 2019 as presented.

CARRIED

BACKGROUND:

Summary:

The Protective Services Department started the year by putting on the annual Fireworks show at the forks. A project that is funded by the Recreation Department and involves the efforts of Public Works and Services, Protective Services and Rec. It is our understanding that this year's show was one of the best put on so far. We were able to find a new supplier that gave us better "Bang" for our buck.

As far as training is concerned, we started the year with another eight members signing up for the NFPA 1001 Professional Firefighter Certification course and six members for the 1021 Fire Officers Part 1 Course. All students are doing well with their studies so far, and we expect to have 25 Certified Structural Firefighters when complete at the end of 2019. It is going to be a hectic year for the department particularly when it comes to training.

Inspections on the Day Cares and Day Homes have started for another year, So far, we are seeing that these facilities are improving with not only more focus on safety-related items but improved record keeping. We feel confident that the children of the town are in good hands when they are being taken care of by certified Day Cares and Day Homes. There is a significant benefit to the Fire Department doing these inspections as it gives us the ability to pre-plan response in the event of an emergency at these locations.

Meetings:

- Council meetings
- NWT Fire Chiefs meeting
- JOH&S meeting
- Senior Management meetings

During the month of January 414.5 paid on-call hours were served by the members of the HRFD for a year to date total of 414.5 hours.

STATISTICS

	2017	2018	2019	2017 YTD	2018 YTD	2019 YTD
Patient Transfers	10	14	20	10	14	20
Medical Emergency Local	10	18	14	10	18	14
Medical Emergency Reserve	1	2	3	1	2	3



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Medical Emergency Highway	1	0	0	1	0	0
Medical Emergency Out of Town Patients	2	3	1	2	3	1
Body Transfer	1	0	2	1	0	2
Fires & Rescues	3	3	1	3	3	1
False Alarms	4	0	3	4	0	3
Training	3	4	4	3	4	4
Special Training	2	6	0	2	6	0
Maintenance	5	4	4	5	4	4
Fire Permits	0	0	0	0	0	0
Fireworks Permits	1	0	0	1	0	0
Public Safety	1	0	1	1	0	1
Inspections	5	5	12	5	5	12

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, repair air brakes (front lines)
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



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FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

None

Prepared by:
Ross Potter
Director Protective Services/Fire Chief
Date: February 4, 2019

Reviewed By:
Judy Goucher
Senior Administrative Officer
Date: February 7, 2019

e) Recreation Monthly Report for January 2019

RECOMMENDATION:

#19-053

**MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR MELANSON**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for January 2019 as presented

CARRIED

BACKGROUND:

Regular programming returned to the recreation center in January. Unfortunately, an unexpected mechanical issue has closed the aquatics center for an extended period. Staff are working with local contractors and parts suppliers to return full service as soon as possible.

Both ice surfaces are fully functional and have returned to regular programming. Tournament and bonspiel seasons are underway, which has the curling club and arena ice maintainers busy.

The walking track has seen a significant increase use during the first month of 2019. This is great news and is proof of the need for such a facility in our cold climate. Interesting partnerships with user groups and organizations such as Table Tennis North and Hay River Fun for Kids group are being explored to assess future equipment needs and purchases for this space and others, always with the goal to improve recreation opportunities for residents and visitors of Hay River.



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Recreational Programming

Adult fitness classes, a new preschool program in partnership with Treehouse, and family outdoor activities have been scheduled for February and March in addition to current afterschool programs aimed at youth and daytime programs for adults. A Winter Celebration will be held on Feb. 9th with a full day full of events offered by the Recreation Department and partnerships from around the community.

January special recreation center rental events:

- HR Minor Hockey atom tournament (Jan 18th-20th);
- Table Tennis North Team NWT prep event for CWG (Jan 18th-20th);

Upcoming recreation centre special events:

- HR Rusty Blades' old timers tournament (Feb 1st-3rd);
- HR Hazards women's hockey tournament (Feb 8th to 10th);
- HR Minor Hockey peewee tournament (Feb 15th to 17th);
- NWT Territorial Figure Skating Championships (Feb 23rd to 25th);
- HR Minor Hockey initiation and novice tournament (March 1st to 3rd);
- NHC men's hockey HR-Yk Challenge returns (March 1st and 2nd);
- HR Chamber of Commerce Gala (March 2nd).

Recreation Programming Statistics

Regular programs:	November		December		January	
	2017	2018	2017	2018	2017	2019
<i>Walking Track</i>	-	330	-	295	-	592
<i>Table Tennis Drop-in</i>	-	87	-	61	-	96
<i>Afterschool (9-12yrs)</i>	-	2	-	n/a	-	13
<i>Jr afterschool (5-7yrs)</i>	-	3	-	n/a	-	n/a
<i>Seniors Walking</i>	-	0	-	n/a	-	4
<i>Seniors Craft Club</i>	-	4/wk	-	8	-	11
<i>PHAB</i>	-	6-8/wk	-	16	-	21
<i>Gym – Harry Camsell</i>	-	2/wk	-	4	-	N/A
<i>Public skating</i>	-	91	-	47	-	157



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JR Shinny	-	2-10 avg.	-	24	-	26
SR shinny				29		35

Special programs:	November		December		January	
	2017	2018	2017	2018	2017	2018
Full Moon Snowshoe	-	12	n/a	n/a	n/a	0
Family sliding	n/a	n/a	n/a	n/a	n/a	20

Rental hall usage:	Community Hall	Multipurpose Room	Doug W. Hall
TOHR special events	-	-	-
TOHR meetings or training	-	-	1
Corporate or private rentals	6	1	2
Non-profit organization	-	1	
Birthday celebrations	2	4	1
Other			

Aquatics

The pool will be closed for an extended period due to a mechanical failure. Target date for reopening the pool is the week of February 18th. Updates will be communicated through social media and the Town's website.

The root cause has been determined and this failure was not something that was flagged during our last maintenance shutdown. We will be investigating a formal critical spares program to assess the cost versus benefit of having some critical items in inventory to reduce service impact of mechanical failure.

A Lifesaving and Swim Instructor Course, which certified three staff members as instructors, was facilitated by our Aquatics Supervisor. Moving forward this will help in the way of programming and services offered at the facility.



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Department Statistics

Pool Attendance:	November		December		January	
	2017	2018	2017	2018	2017	2018
<i>Birthday parties</i>	3	3	4	6	8	9
<i>Aquafit</i>	14	23	15	10	44	43
<i>School groups</i>	278	116	346	212	69	54
<i>General</i>	999	886	884	854	1212	781

Aquatic Revenue:	November		December		January	
	2017	2018	2017	2018	2017	2018
<i>Admissions</i>	\$2085.65	\$2703.07	2012.07	2481.67	2404.75	3140.00
<i>Kids Lessons</i>	\$0.00	\$232.50	184.75	0.00	364.50	1307.40
<i>Adult Lessons</i>	\$0.00	\$132.38	0.00	182.88	0.00	248.84
<i>Miscellaneous</i>	\$57.10	\$61.17	144.21	38.31	2194.00	74.39
<i>Hourly Rental</i>	135.71	\$205.71	262.84	411.42	657.10	2091.43

Facilities and Maintenance

- Delivery of half boards expected for recreation centre in February with second set of small hockey nets – donations to HRMHA by local business partner and Hockey North.
- Janitorial contract ongoing with positive feedback from contractor and TOHR staff;
- Electronic facility checks and data tracking has been reactivated to improve preventative maintenance of the facility. Work will continue to expand the program.
- Air balancing issues between the recreation centre and aquatic centre HVAC systems continue to have secondary effects on facilities and user groups. Administration is working with local contractors to improve operations with permanent fix to be addressed via 2019 Capital Plan.



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APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stephane Millette
Director Recreation and Community Services
Date: February 6th, 2019

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: February 7th, 2019

f) Tourism and Economic Development Monthly Report for January 2019

RECOMMENDATION:

#19-054

**MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR WILLOWS**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the monthly report from Tourism and Economic Development for the month of January 2019.

CARRIED

BACKGROUND:

We have been working with Wood Buffalo National Parks team to prepare for the upcoming Calgary Outdoor Adventure Show on March 23rd & 24th. This will be a great opportunity to promote tourism in Hay River with a natural partnership with WBNP.

The Town's ITI SEED funding for recreation centre conference upgrades was partially approved by ITI; we will be able to purchase the three flat screen televisions, wall mounts and installation.

We have been working closely with Northern News Services to provide up-to-date information about Hay River and ensure that this year's Visitor Guide is a quality production. A good relationship has been established to continue working to produce future guides.



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We are in the process of getting quotes to re-apply for some tourism promotional materials.

Received a request for information and assistance from a UK based film company that is coming to Hay River to film. They will be arriving around March 20th and will be here for 7 to 10 days.

Visitors were expectedly less for January although we did see approximately 20 people from outside of the NWT, approximately 130 from the NWT/locals and three from France.

Working with the Hay River Chamber of Commerce to replace their sign at the Bob McMeekin Chamber Park. They will be using the same map that we had created during the Arctic Winter Games. This will provide all visitors with the same map throughout Town and in all publications.

RCMP Musical Ride promotional materials arrived at the end of January and our announcement was very well received. A great deal of interest from throughout the Territories and down into Alberta. This will be a great event for the Town and a great tourist attraction. We are reaching out to community groups to find a financial partner as well as contacting local businesses for sponsorship.

We put together some visitor packages for those attending and competing in the Territories & Alberta Figure Skating Competitions. The competitions are being held at the Recreation Centre in Hay River, February 22nd to 24th, with approximately 100 figure skaters as well as coaches and parents coming to town.

VIC January Statistics

VIC Visitors:

257 approximately (100% - Canada); Previous Month: 152 approximately

Gift Shop Sales:

Total Sales: \$9,387.50

Previous Month: \$3,350

Total Artists/Retailers: 24; Previous Month: 24

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A



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Employee Workstation Network Intrusion Activity

Blocked	10	68
Successful	0	0

Councillor Tablet Firewall Intrusion Activity

Blocked	72	245
Successful	0	0

SERVICE RELIABILITY (% Uptime)

SQL/Vadim	100	100
Domain Controllers/File Servers	100	100
Town Website	100	100
Fire Dept Website	99.9	99.9
Email Services	100	100
Internet Access	100	99.9
VOIP/Phone Services	100	100

INTERNET USAGE (Gb)

Internet Usage	535.7 Gb	455.5 Gb
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Internet usage is up significantly over this time last year but still within the band width limits of the Town. We are taking steps to update visitor passwords more frequently as external parties have been observed loitering near Town Hall and other Town facilities using cell phones and potentially accessing wifi. No security breach has occurred as this use is outside the Town's firewall however usage will be monitored to ensure that band width limits are not exceeded resulting in additional cost to the Town.

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.



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ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Ruth Boden
Director, Finance and Administration
Date: Feb 07, 2019

Reviewed By:
Judy Goucher
Senior Administrative Officer
Date: Feb 07, 2019

h) Municipal Enforcement Monthly Report for January 2019

RECOMMENDATION:

#19-056 **MOVED BY: CLLR CHAMBERS**
 SECONDED BY: CLLR MELANSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for January 2019 as presented.

CARRIED

BACKGROUND

Date:	Time:	Complaint	Action	Further Notes:
23-Jan-19		Parking in no parking zone	Monitoring situation	1st Offence for this particular vehicle
24-Jan-19	13:30	Dog loose Elm Cr	Picked up dog and took it to shelter	Dog has slipped collar
29-Jan-19	15:00	Loose dog on highway	Couldn't catch the dog	Dog turned up at 27 Riverview and was captured turned over to animal shelter
30-Jan-19	10:30	Dog chasing cars on road	Found dog and gave verbal warning	

Dog Attack Complaints Received	0
Cat Attack Complaints Received	0

Number of Dogs Caught	1
Number of Cats Caught	0

Unsightly Properties: 1



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During the council meeting in January I mistakenly reported that the competition for the Protective Services Intern position was closing on February 2nd. The competition actually closed on February 8, 2019

When time permits patrols are being done in areas where there have been complaints of barking and loose dogs. The timing of these patrols varies from day to day to keep from setting a pattern which enables us to provide better service to the affected areas.

We will also be doing patrols to watch for vehicles and trailers that may be parked inappropriately causing snow removal problems and aesthetic issues (i.e., parking in green spaces).

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaws as applicable

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Ross Potter
Director of Protective Services
Date: February 7, 2019

Reviewed By:
Judy Goucher
Senior Administrative Officer
Date: February 7, 2019

i) Grant in Lieu for Figure Skating

RECOMMENDATION:

#19-056 **MOVED BY: CLLR ANDERSON**
 SECONDED BY: CLLR GROENEWEGEN

THAT THE COUNCIL OF THE TOWN OF HAY RIVER deny the Grant in Lieu application as submitted by the Hay River Figure Skating Club for the 2019 Skate Canada Star Skate Territorials event.

CARRIED



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BACKGROUND:

HRFSC is requesting that the fees be waived for the equivalent of 24 hours of ice rental in the amount of \$4,158.

HRFSC currently anticipates 37 hours of ice rental from Thursday, February 21st to Sunday February 24th.

Revenue from events such as the Skate Canada Star Skate Territorial Championships are essential to cost recovery for the Town of Hay River's recreation facilities and operations.

A user fee is a fee charged for the use of a product or service. Unlike a tax which is imposed upon the general population, a user fee is charged to an individual only when that individual uses the product, service or commodity. When the Town waives user fees for these events, it reduces user fee funding for maintenance and puts more pressure on property tax to pay for recreation facility maintenance.

It is recognized that hosting Territorial Championship events benefits the local economy however, Administration is recommending that the Hay River Figure Skating Club grant in lieu application be denied.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Recreation Board – By-Law No. 1562
Recreation rates 2018 – By-Law No. 2333/GEN/18

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stephane Millette
Director of Recreation
January 24, 2019

Reviewed by:
Judy Goucher
Senior Administrative Officer
February 5, 2019



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j) Excused Absence

RECOMMENDATION:

#19-058 **MOVED BY: CLLR ANDERSON**
SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Dohey from the Committee of the Whole Meeting on Monday, February 11th, 2019

CARRIED

BACKGROUND:

Councillor Dohey has asked to be excused from the Committee of the Whole Meeting on Monday, February 11th, 2019.

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: February 11th, 2019



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10. NEW BUSINESS

a) Excused Absence

RECOMMENDATION:

#19-059

MOVED BY: CLLR DOHEY

SECONDED BY: CLLR GROENEWEGEN

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Willows from the Regular Meeting of Council on Monday, February 25th and Committee of the Whole Meeting on Monday, March 4th, 2019.

CARRIED

BACKGROUND:

Councillor Willows asked to be excused from the Regular Meeting of Council on Monday, February 25th and Committee of the Whole Meeting on Monday, March 4th, 2019

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

Council Administrator

Date: February 13th, 2019



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b) Family Support Letter

RECOMMENDATION:

#19-060 **MOVED BY: CLLR DOHEY**
SECONDED BY: CLLR CHAMBERS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the Family Support Centre as they apply for funding from the Family Violence Prevention Program towards building a new shelter.

CARRIED

BACKGROUND:

See attachment for the background information supporting this letter of support.

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 of support form – Family Support Centre

Prepared by:
Stacey Barnes
Council Administrator
February 15, 2019

Reviewed by:
Judy Goucher
Senior Administrative Officer
February 15, 2019

c) Property Assessment & Taxation Act – Tax Sales Provision

RECOMMENDATION:

#19-061 **MOVED BY CLLR ANDERSON**
SECONDED BY: CLLR DOHEY



COUNCIL MINUTES – FEBRUARY 18TH 2019

THAT THE COUNCIL OF THE TOWN OF HAY RIVER in accordance with the *Property Assessment and Taxation Act RSNWT. 1988 Chapter P-10, Section 97.6:*

1. Sets the date of public auction where taxable property will be offered for sale as June 26, 2019 at 10:00 am in Town Hall Council Chambers; AND
2. The minimum sale price of each taxable property, calculated in accordance with the regulations is provided for as per attached Schedule "A".

CARRIED

BACKGROUND:

The *Property Assessment and Taxation Act R.S.N.W.T. 1988, c.P-10 (PATA) Part III Taxation, Section 97.6* provides for the recovery of tax arrears by sale at public auction.

Legislative requirements allowing the Town to place a property in a tax arrears sale take 2 years and include multiple notices to the property owner and public notices to the community at large.

Administration has provided notice pursuant to the legislation to all property owners that are in arrears for 2017 property taxes notifying them that their properties are at risk of being sold for property tax arrears.

We are now preparing to move forward with advertisements being placed in the Northwest Territories Gazette for the April 2019 publication with the sale to follow on June 26, 2019.

The *Property Assessment and Taxation Act – Tax Sales Regulations Section 3* establishes the minimum price of a taxable property as 50% of the assessed value of the taxable property. While legislation gives the municipality the power to set the sale price higher than the prescribed minimum value to recover the tax arrears and the costs of collecting the taxes through sale the review of tax arrears on each property has determined that the minimum sale price of 50% of 2018 assessed value will be sufficient to cover the arrears owed on each identified property. Any residual amounts will be disbursed in accordance with legislation.

The auction will be held at 10:00 am on June 26th, 2019 at the Town Hall Council Chambers in the Town of Hay River. Properties subject to sale for property tax arrears (as per attached Schedule "A").

If prior to commencement of public auction, any person including the assessed owner pays the arrears of property taxes and all reasonable expenses incurred by the Town to collect the arrears, the property will not be offered for auction

Any person who pays the arrears of property taxes and expenses prior to commencement of the public auction may obtain a lien on the taxable property for the amount paid, if the person is other than the assessed owner and having an interest, estate, encumbrance or claim



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registered or filed under the Land Titles Act in or against the taxable property or a transferee of such a person.

The assessed owners of any of the above taxable properties is entitled to redeem that taxable property within 30 days after the date of the public auction by paying the Town the arrears of property taxes and all reasonable expenses incurred by the Town to collect the arrears.

Where a taxable property that is sold at the public auction is redeemed by its assessed owner, the sale cannot be completed and all rights and interest of the purchaser in the taxable property cease.

COUNCIL POLICY / STRATEGY OR GOAL:

To maintain financial stability to enable continued provision of the desired levels of service

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Property Assessment and Taxation Act – Tax Sales Regulations Section 3

FINANCIAL IMPLICATIONS:

Collection of \$192,552 in delinquent property taxes.

ALTERNATIVES TO RECOMMENDATIONS:

Council could choose to not proceed with a tax sale for 2019.

ATTACHMENTS:

Schedule "A"

Prepared by:
Ruth Boden
Director of Finance & Administration
Date: February 15, 2019

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: February 15, 2019

d) Pavilion Change Order

RECOMMENDATION:

#19-062

**MOVED BY: CLLR DUFORD
SECONDED BY: CLLR ANDERSON**



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THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the revision of the Fisherman's Wharf Pavilion project budget from \$440,000 to \$580,000 based on confirmed contribution funding of \$380,000 and a commitment to seek further contributions to maintain the Town's equity portion of the project at no more than \$200,000.

CARRIED

BACKGROUND:

In the Fall of 2018, the Council (Motion #18-312) approved a two-year capital project to construct the Fisherman's Wharf Pavilion that would host various events to support local economic, recreation and arts demand and provide a new location and extended season for the Fisherman's Wharf market.

The approval was conditional of the Town securing a minimum of 75% of the \$440,000 project budget through third party contribution funding. The Town's portion of the original \$440,000 was an equity contribution of \$110,000 to qualify for the contribution funding.

Town Administration met the original condition through financial partnerships with CANNOR, and ITI which are now confirmed.

Order of magnitude estimates used to prepare the initial budget have been updated to reflect improved understanding of stakeholder requirements, improved design documentation, and construction quotations received. This includes a design change from lumber to a timber-based structure. A 10% contingency has been included in the revised budget to mitigate current project risks and uncertainties as project progresses through permitting and procurement stages. The revised budget for construction of the Pavilion is now \$580,000 which creates a \$140,000 shortfall.

Administration has confirmed \$50,000 contribution funding from Polar Pond Hockey which brings the shortfall from the updated budget to \$90,000.

To address the \$90,000 budget variance, Town Administration will pursue further third-party contribution funding. Local organizations have expressed interest in financial or in-kind support for the project. A sponsorship and recognition rewards framework has been developed to support funding agreements (see attached).

A total of \$264,000 is budgeted to be spent prior to March 31, 2019 all of which is funded from contributions. The project is at risk of losing the confirmed funding from CANNOR and ITI as there are no carry-over provisions for the contribution funding. The Town's equity portion of the project will be spent between April 2019 and March 2020.

Administration cannot proceed with project spending without full budget approval.

Of the \$90,000 projected shortfall, Administration is confident that a minimum of \$45,000 will be raised through the sponsorship and recognition framework.



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COUNCIL POLICY / STRATEGY OR GOAL:

- Tourism and Economic Development Strategy and Fisherman's Wharf as a tourism destination.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

FINANCIAL IMPLICATIONS:

- \$140,000 increase to 2019 capital budget (to be reduced / eliminated through third party contributions)

ALTERNATIVES TO RECOMMENDATIONS:

1. Do not approve budget increase -project scope will need to be reduced (ie. Post and beam framing; booth count reduction; heating system delete). This may result in partial or full loss of government contributions received;
2. Cancel project

ATTACHMENTS:

- Fisherman's Wharf Pavilion Project Budget - Variance Summary 02142019
- Fisherman's Wharf Pavilion Sponsorship and Recognition Framework

Prepared by:

Glenn Smith
Assistant Senior Administrative Officer
February 14, 2019

Reviewed by:

Judy Goucher
SAO
February 15, 2019

11. BYLAWS

- a) Bylaw 1811 "O" – General Plan Land Use Concept Bylaw – Third Reading

#19-063

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR MELANSON**

CARRIED

- b) Bylaw 1812 "V" – Building and Zoning Bylaw – Third Reading

#19-064

**MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR DOHEY**

CARRIED



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c) Bylaw 2390 – Civic Holiday for Kamba Carnival – Third Reading

#19-065

**MOVED BY: DEPUTY MAYOR BOUCHARD
SECONDED BY: CLLR MELANSON**

CARRIED

d) Bylaw 2391 – Council Indemnity Bylaw – Third Reading

#19-066

**MOVED BY: DEPUTY MAYOR BOUCHARD
SECONDED BY: CLLR DUFORD**

CARRIED

****Let it be noted that Councillor Dohey was opposed****

12. NOTICES OF MOTIONS

There was no notice of motions at the Regular Meeting of Council on Monday, February 18th, 2019

13. IN CAMERA

#19-067

**MOVED BY: DEPUTY MAYOR BOUCHARD
SECONDED BY: CLLR DUFORD**

That the Council of the Town of Hay River move to In Camera at 7:41pm.

CARRIED

#19-068

**MOVED BY: CLLR DUFORD
SECONDED BY: CLLR MELANSON**

That the Council of the Town of Hay River move out of In Camera At 8:49PM.

CARRIED



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14. ADJOURNMENT

#19-069

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 8:50pm.

CARRIED

Certified Correct as Recorded on the 18TH day of February 2019.

These minutes were accepted by motion # 19-081.



Mayor



Senior Administrative Officer