



AGENDA

PUBLIC INPUT

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. DECLARATION OF INTEREST**
- 4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**
- 5. COUNCILLOR LIAISON REPORT**
 - a. Council Committee Reports
- 6. ADMINISTRATIVE ENQUIRIES**
- 7. NEW BUSINESS**
 - a. Public Works Monthly Report for May – page 2-6
 - b. Tourism and Economic Development Report for April – page 7-11
 - c. Tourism and Economic Development Report for May – page 12-15
 - d. Mayors Monthly Report for May– page 15-17
- 8. ADJOURNMENT**



REPORT TO COMMITTEE

DEPARTMENT: Public Works

DATE: June 2, 2020

SUBJECT: Public Works Report for March through May 2020

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Report for the months of March – May 2020.

BACKGROUND:

Public Works Daily Operations:

Public Works staff continued with regular operations and maintenance work on the Town's water, sewer, roads & sidewalks, vehicles, and infrastructure. The following is a summary of the work completed this month:

Regular Operations and Maintenance Items	
Item	Activity
Water & Sewer	Water shut offs and turn ons as requested Water and Sewer inspections of areas of concern Water and Sewer locates as required Meter readings taken Flushing of lines Meter replacements Month end water report
Water & Sewer Facilities	Daily inspections of facilities
Roads	Snow clearing work Sanding activities Street sweeping Sign repairs as needed Grading of gravel roads
Other	Regular fleet maintenance Funerals Steam and flush culverts and manholes Clear, monitor and operate storm gates during river breakup Monitor ravine and other flooding areas during spring melt



REPORT TO COMMITTEE

DEPARTMENT: Public Works

DATE: June 2, 2020

SUBJECT: Public Works Report for March through May 2020

Landfill Operations:

The Landfill continued regular operations and monitoring activities throughout the months.

The ICIP funding agreement for removal of tires has been finalized. Currently working with GNWT to develop plan to have tires removed from site as soon as possible in 2020. COVID travel restrictions may cause issues.

Water Licence Activities:

Regular monitoring programs continue as per the requirements of the Town’s water licence with the Spring SNP monitoring set for early June. The 2019 Annual Report was submitted to the MVLWB in March and is currently under review with approval and recommendations expected in June.

The Town’s water licence renewal application was submitted to the Mackenzie Valley Land and Water Board on September 16th, 2020. Technical Sessions were held on February 11th – 13th in Hay River with people from MVLWB, KFN, GNWT – ENR, ECCC, AECOM, and the Town of Hay River in attendance.

The entire timeline for the renewal process has been delayed by the MVLWB due to COVID concerns and difficulties in organizing public meetings. The Town is up to date on all required submissions for the renewal process and no major issues have arisen in the renewal process. The current water licence is expected to be extended by the MVLWB with a new licence likely being issued in early 2021.

Capital Projects 2020:

A list of 2020 Capital Projects along with an update of the status of these projects is included below. Any capital projects from 2019 that were not substantially completed have been carried over and are included on this list.

2020 Capital Projects	
Project	Update
Lift Station System Upgrade	Working on acquisition of land. Tender for the construction closed on May 22nd with 4 submissions received.
Fraser Place Development	Plans have been revised to use a smaller drill for the geotechnical investigation in order to avoid the need for a LUP. Project has been postponed due to COVID travel restrictions. Updated timeline for geotechnical investigation expected in early June.



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Caribou Crescent Water, Sewer, and Drainage	Tender has been awarded to Rowe's Construction. Start-up meeting has been held with project work to begin in June.
Water Treatment Plant and Reservoir Roof Upgrades	Project has been completed.
Water Licence Renewal	Ongoing - See Water Licence section
Commercial Water Meter upgrade	Majority of meters have been purchased and a portion have been installed. Remainder to be done as time permits.
Landfill Waste Projects (Tires and others)	Working with GNWT to determine best approach and destination for tires from the landfill. Work expected to take place this summer. COVID restrictions have caused uncertainty in the timeline for this project.
Paradise Road Realignment	Scheduled for summer 2020.
Lift Station #2 Demolition	Work completed for 2019, some minor landscaping work to be completed this summer.
Sewer Flusher (Equipment)	Tender for this equipment to be finalized and put out for competition in June.
Beaver Crescent Water, Sewer, and Drainage	Surveying and design to be completed in 2020, construction in 2021.
Riverview Drive Upgrade	Surveying and design to be done in 2020.
Capital Drive Watermain	Design work to be completed in 2020.
Treatment Plant Intake Inspection	Work to take place in August 2020. COVID travel restrictions may delay this project to 2021, working with contractor to determine feasibility for 2020.
Old Town Hall Demolition	Town Hall has been cleared of items, work with consultant to begin in June to determine timeline for tender and demolition work.

Capital Projects 2019:

Minor follow-up and yard reconstruction on 2019 capital projects is scheduled to take place in the summer of 2020. Public Works has met with the contractor on these projects and is expecting a schedule and workplan for the remaining work to be submitted in early June. All work expected to be completed by the end of the summer.



REPORT TO COMMITTEE

DEPARTMENT: Public Works

DATE: June 2, 2020

SUBJECT: Public Works Report for March through May 2020

Planning:

17 Development Permits and 2 Building Permits were approved from March through May 2020. In this timeframe in 2019, there were 32 Development Permit and 12 Building Permits signed out. The Development and Building report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Mar 01/20	DH20-017	6 Taylor Place	Home Occupation (D&D Demolition & Contracting).
Mar 05/20	DH20-018	10B Ptarmigan Crescent	Home Occupation (Outdoor Adventure and Tourism).
Mar 9/20	D20-027	11 Balsam Drive	Demolish Old and set up new Manufactured Home
Mar 10/20	DH20-019	15 Eagle Crescent	Home Occupation (Campbell Studios).
Mar 11/20	DH20-020	4 Parker Place	Home Occupation (Cabinets North 2016, Woodworking).
Mar 12/20	D20-021	41 Studney Drive	Power transfer from one shop to another shop on same property.
Mar 13/20	DH20-022	24 Cranberry Crescent	Home Occupation (Wild Wayne Enterprises, Welding Contractor).
Mar 16/20	D02-023	296 Miron Drive	New 2000 sq. ft. House c/w Attached Garage.
Mar 17/20	D20-024	5 Steiner Place	Demolish existing house only no re-development applied for at this time.
Mar 27/20	D20-025	52 Wildrose Drive	Portable Camp Trailer to house local Staff at site (for safety during Covid 19).
Mar 30/20	DH20-026	20 Wild Current Court	Home Occupation (Mckay Contracting, Commercial & Residential Floor Installation & Carpentry).
Apr 2/20	DH20-028	5 Mackie Place	Home Occupation, Cold Cash ATM (ATM Business)
Apr 9/20	DH20-029	7 Gaetz Drive	Home Occupation (Crafts and Care



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DEPARTMENT: Public Works

DATE: June 2, 2020

SUBJECT: Public Works Report for March through May 2020

Apr 27/20	DH20-030	262 Paradise Road	Home Occupation (Doorstep Delivery)
May 1/20	D20-031, B20-005	41 John Mapes Crescent	Construct new stick built 1482 sq. ft. single family bungalow c/w attached garage.
May 15/20	D20-032	43 John Mapes Crescent	Construct new stick built 33' X 46' 1464/1490 sq. ft. duplex
May 22/20	D20-033	7 Swallow Drive	54' X 6' with lattice top privacy fence 3' inside property line.
May 27/20	D20-034	82 Paradise Road	Demolish old and build new 16' X 20' office building
May 28/20	B20-005	42003 Mackenzie Highway	New Barge Loading Terminal at Island D Development applied for in 2019, D19-047

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Mackenzie Valley Land and Water Board Town of Hay River License #MV2009L3-0005
- Bylaw 1812 Zoning and Building Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by: Mike Auge
 Director of Public Works
 May 28, 2020

Reviewed by: Judy Goucher
 SAO
 May 29, 2020



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JUNE 2, 2020

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of April 2020.

BACKGROUND:

Tourism Activity:

- COVID-19 related orders issued by the Office of the Chief Public Health Officer resulted in the closure of the NWT border. Associated tourist traffic was not permitted for the month of April. Visitor Information Centre was closed and Tourism and Economic Development Coordinator worked from home.
- Social media advertising focused on reminders to potential visitors to be safe and plan a trip to Hay River once the lockdown is lifted.

Economic Development Activity:

- A funding application totaling \$750,000 was prepared and submitted to CanNor to support various community tourism initiatives identified in the Town of Hay River's 2020 Tourism Development plan.
- Completed the Community Tourism Coordinator ITI funding report for the first year of the Tourism & Economic Development Coordinator position. This is the second 2-year agreement the Town has entered into to offset salary costs for this position.

Other Activity:

- Information was gathered to support the creation of a recreation guide with the Recreation Department.
- Finalized designs and installed two trailhead signs along the local Great Trail. Signs for the Oxbow Trail segment were designed and will be installed in May.
- Work was undertaken to develop the Town of Hay River 2020 Tourism Marketing Plan. It will be submitted to Council for approval in May.
- Prepared VIC sewer dump for trailers expected with the Vale Island evacuation.
- Finalized photo licenses for the tourism highway signs. Finalized designs of tourism highway signs sent to Poison Graphics for printing.



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JUNE 2, 2020
DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT
SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Key Performance Indicators:

External Funding Success

- CanNor Expanding Tourism Platform application for \$775,000 was submitted.





REPORT TO COMMITTEE

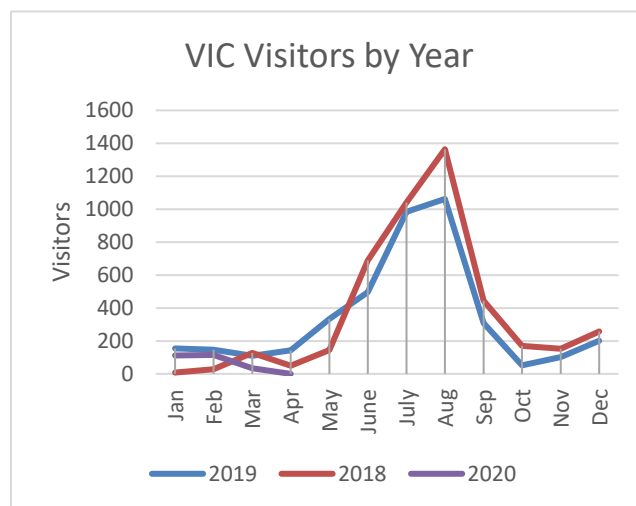
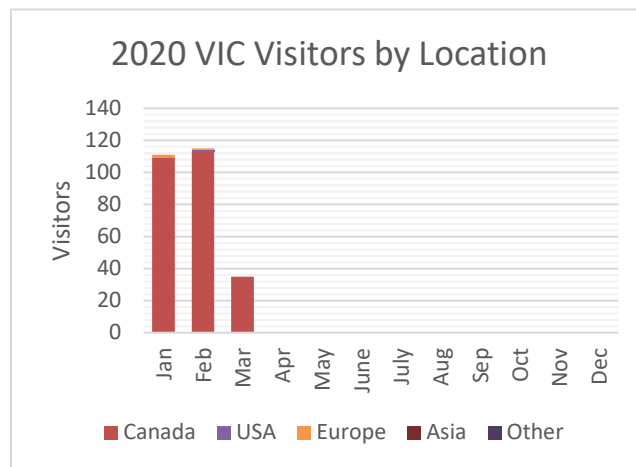
COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JUNE 2, 2020

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Visitor Information Centre Visitation

VIC was closed to the public starting in mid-March due to COVID-19 outbreak.





REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JUNE 2, 2020

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Gift Shop Sales

VIC was closed to the public mid-March due to COVID-19 outbreak.



Inbound Marketing

- Promotion through social media still remains the focus for marketing. Ad in Up Here Magazine was issued.

Visitor Satisfaction Rating

- We have been working with ITI, NWT Parks and Spectacular NWT to create NWT wide visitor metrics that will be of value to all involved. Currently in discussion.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JUNE 2, 2020
DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT
SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Peter Magill
Tourism and Economic Development Coordinator
Date: May 28, 2020

Reviewed by:
Glenn Smith
ASAO
Date: May 28, 2020



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JUNE 2, 2020

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of May 2020.

BACKGROUND:

Tourism Activity:

- COVID-19 related orders issued by the Office of the Chief Public Health Officer resulted in the closure of the NWT border. Associated tourist traffic was not permitted for the month of April. Visitor Information Centre was closed and Tourism and Economic Development Coordinator worked from home.
- Work started on a 'Staycation' tourism marketing campaign for the Hay River area. Gathering information on attractions, adventures and events to promote travel and stay in Hay River and surrounding area to NWT travelers.
- Town of Hay River 2020 Tourism Marketing Plan was completed and approved by Council. Contribution funding will be required to support the execution of the plan.
- Social media advertising focused on reminders to potential visitors to be safe and plan a trip to Hay River once the lockdown is lifted.

Economic Development Activity:

- Prepared and submitted a funding proposal Agriculture Development Program for the installation of food safe flooring in the Fisherman's Wharf Pavilion vendor booths.
- Prepared ITI SEED funding proposals for Porritt Landing and conferencing hosting equipment.

Other Activity:

- Attended the WSCC webinar on safety in the workplace and WSCC services presented by the NT Chamber of Commerce.
- Prepared and submitted the first progress report for the Oxbow Trail interpretive signage creation and installation.
- Created a COVID 19 safety plan for the VIC sewer dump, installation of glove dispenser and hose for clean out of RVs and trailers for the long weekend and the coming month until the VIC is open again.



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JUNE 2, 2020
DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT
SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Key Performance Indicators:

External Funding Success

- Submission of ITI Northern Food Development Program application for food safe flooring at the Fisherman's Wharf Pavilion for \$43,500.
- Submission of CAP Infrastructure funding application for \$40,000.





REPORT TO COMMITTEE

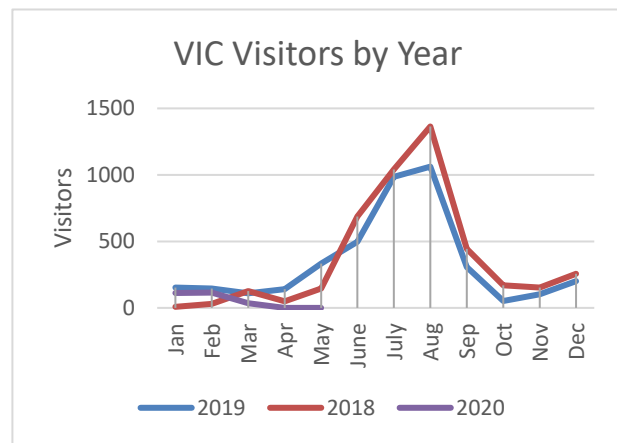
COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JUNE 2, 2020

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

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REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JUNE 2, 2020
DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT
SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

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:
Peter Magill
Tourism and Economic Development Coordinator
Date: May 28, 2020

Reviewed by:
Glenn Smith
ASAO
Date: May 28, 2020



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: GOVERNANCE

DATE: June 2nd, 2020

SUBJECT: MAYORS MONTHLY REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the “Mayors Report” for May 2020 as presented.

BACKGROUND:

Mayor's May 2020 Meetings

<u>Date</u>	<u>Meeting with or Attended</u>	<u>Location</u>
May 1 st 2020	Meeting with NWTAC and the Premier	Conference Call
May 2 nd 2020	EMO Covid/Breakup Meeting with the Emergency Measures Organization	Zoom Meeting
May 5 th 2020	EMO Covid/Breakup Meeting with the Emergency Measures Organization	Zoom Meeting
May 7 th 2020	EMO Covid/Breakup Meeting with the Emergency Measures Organization	Zoom Meeting
May 8 th 2020	Meeting with NWTAC and the Premier	Conference Call
May 12 th 2020	EMO Covid/Breakup Meeting with the Emergency Measures Organization	Zoom Meeting
May 13 th 2020	Meeting with NWTAC & Minister of MACA	Conference Call
May 19 th , 2020	EMO Covid/Breakup Meeting with the Emergency Measures Organization	Zoom Meeting
May 22 nd , 2020	Meeting with NWTAC and the Premier	Conference Call
May 22 nd 2020	Policy Committee	Zoom Meeting
May 25 th 2020	Power Franchise Meeting	Conference Call



STANDING COMMITTEE OF COUNCIL

May 26 th , 2020	EMO Covid/Breakup Meeting with the Emergency Measures Organization	Zoom Meeting
May 27 th 2020	Meeting with KFN, Federal Government and Territorial Government	Conference Call
May 29 th 2020	Meeting with RCMP	RCMP Back Parking Lot

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:
Kandis Jameson
Mayor
Date: May 29th, 2020