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## AGENDA

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### 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. Tourism and Economic Development Report for February – page 2-8
  - b. Emergency Services Monthly Report for February – page 9-12
  - c. Municipal Enforcement Monthly Report for February – page 13-17
  - d. Public Works Monthly Report for February – page 18-22
  - e. Recreation Monthly Report for February – page 23-29
  - f. Un-surveyed Commissioners Land Lease Application – page 30-41
8. IN CAMERA
  - a. **Matters under Consideration** - pursuant to Cities, Towns & Villages Act, S.N.W.T. 2003 c. 22, Section 23. (3), (e)
9. ADJOURNMENT



# REPORT TO COMMITTEE

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**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** March 8, 2021

**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

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## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of February 2021.**

## BACKGROUND:

### Tourism Activity:

#### Tourism and Economic Development Committee:

- Committee met February 25<sup>th</sup> with three newly appointed members in attendance.
- Agenda items included:
  - THR's Greenspace Revitalization Plan;
  - Community Tourism Coordinator 2019-21 final report for ITI;
  - Community Tourism Coordinator application for 2021-23 ITI funding;
  - NWT Tourism promotional documents (drafts for input):
    - *Experience the Hub* itinerary
    - *Let's Meet in the Hub* conference packages
  - Progress report on 2020-21 communities from following planning documents:
    - THR Tourism Plan;
    - THR Marketing Plan;
    - THR Strategic Plan;

#### Facilities and attractions:

- Fisherman's Wharf Pavilion sign installed as part of GNWT Community Access Program funding.
- Fisherman's Wharf Pavilion rental and contract agreements revised for the new facility, with objective to encourage and diversify opportunities, outside of the traditional season and current weekly market format.
- Highway wayfinding sign designs completed for Hay River Heritage Museum and Fisherman's Wharf Pavilion – installation expected in coming months.
- CanNor 2021-24 Expression of Interest application submitted for Bob McMeekin Chamber Park – 3-year revitalization project.



# REPORT TO COMMITTEE

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## Marketing, Promotion and Networking:

- Hay River activities, adventures, attractions, daytrips, community information and business listings submitted to Spectacular NWT for staycation promotional emails and postings.
- T&ED Coordinator awarded a one-on-one consultation with the Culinary Tourism Alliance to assist in the creation of programming with interested local businesses.
- Ongoing cooperation with Fort Providence Recreation Coordinator and the Hamlet of Fort Resolution to support growing South Slave Region tourism.
- Radio Canada *Eye on the Arctic* February blog regarding tourism during the pandemic interview with the T&ED Coordinator <https://www.rcinet.ca/eye-on-the-arctic/2021/02/10/a-northern-town-tries-the-staycation-arctic-tourism-and-the-pandemic-ep-3/>.
- NWT Conference Bureau 2-minute video to promote sport tourism has been released and can be viewed at <https://youtu.be/izAMfhpOBd4>.

## **Economic Development Activity:**

- ITI Tourism Product Diversification Marketing Program Expression of Interest received initial approval. Final application to be submitted for a wayfinding signage project in early March.
- T&ED Coordinator attended the NWT Chamber Osisko Webinar report on Pine Point Mine development and expected timelines for activation of the mine.
- T&ED Coordinator and SAO attended online Hay River Chamber of Commerce annual general meeting. THR's Greenspace Revitalization Plan was presented by the SAO.
- Economic development stakeholder consultation sessions being planned for March and June 2021 – as per THR Strategic Plan commitments for 2020/2021.

## **Other Activity:**

- THR awarded a tutorial session with the NWT Tourism Social Media Courses being taught by Outcrop Communications. Sessions offer three seats and will begin in March.
- FoodCycler funding from ENR approved. The pilot project partnership with the Senior Society expected to launch in March.



# REPORT TO COMMITTEE

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**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** March 8, 2021

**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

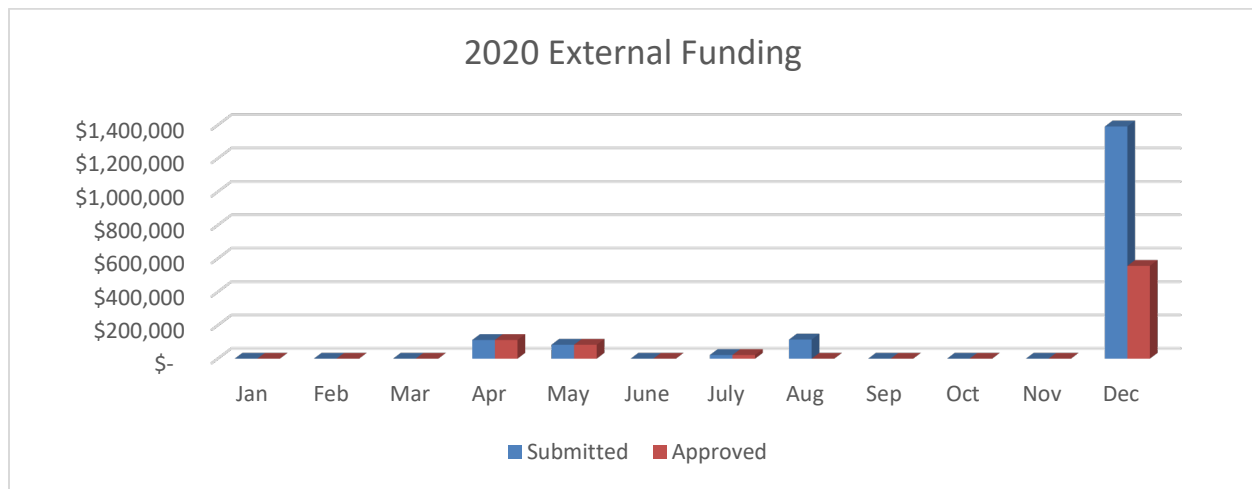
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- THR's Greenspace Revitalization Plan and summary of progress toward Tourism Marketing Plan commitments made to the Hay River Heritage Museum board.
- Submitted final aquatics, recreation information and photographs for the creation of a recreation guide. The proof is expected in the first few weeks of March.

## Key Performance Indicators:

### External Funding Success

- 2020 chart included as some funding applications submitted have yet to be approved.





# REPORT TO COMMITTEE

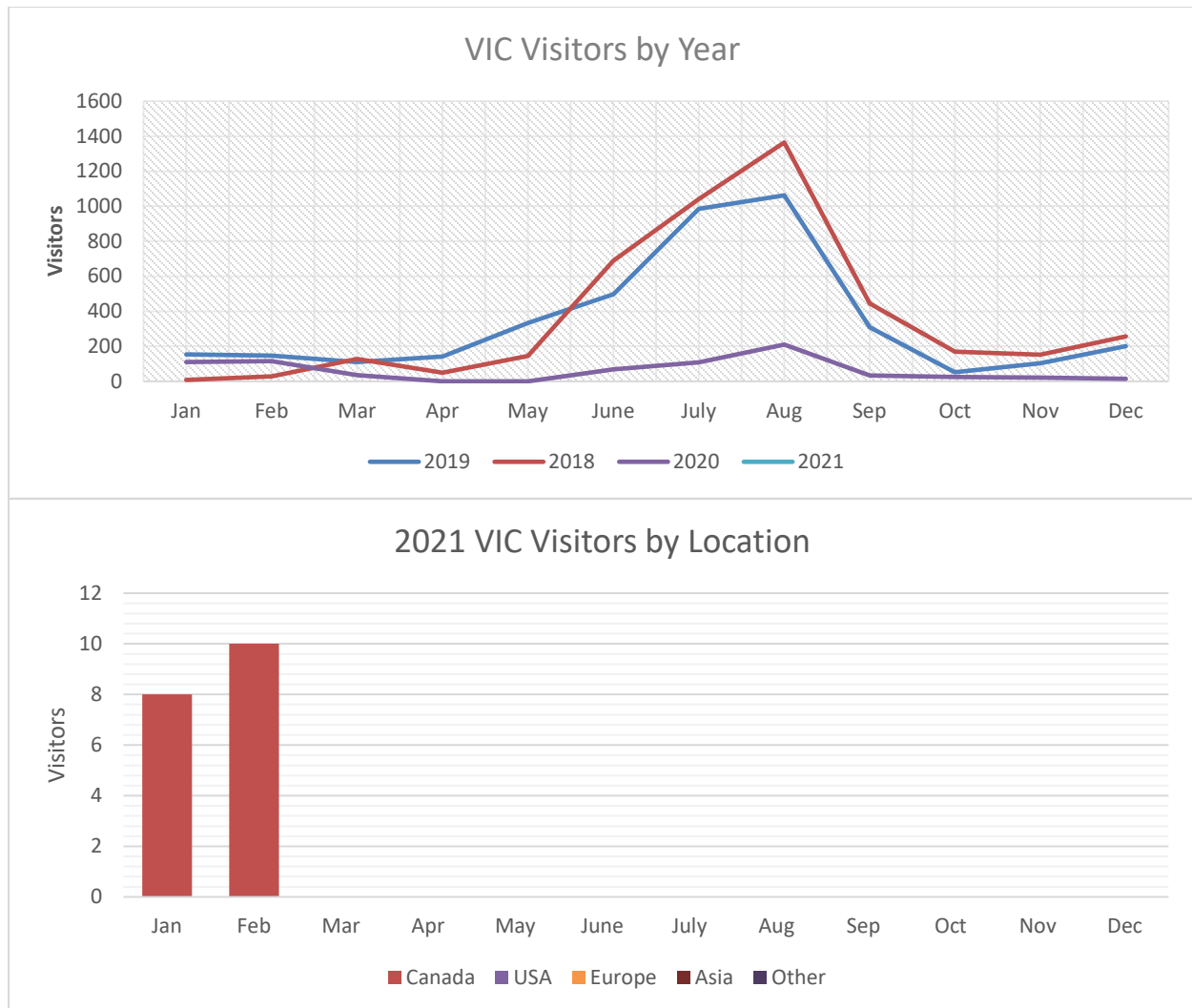
**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** March 8, 2021

**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

## Visitor Information Centre Visitation

- Due to COVID restrictions and the borders closure, tourism based tire traffic is greatly reduced.
- February 2021 saw only 10 unique visitors into the VIC, most were visiting from surrounding communities or professionals in town for work.



- February breakdown of visitor origin YK 4, Fort Smith 2, BC 1, NU 1, QC 2 (all out of NWT visitors confirmed that they had self-isolated for 14 days before entering the community).



# REPORT TO COMMITTEE

**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** March 8, 2021

**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

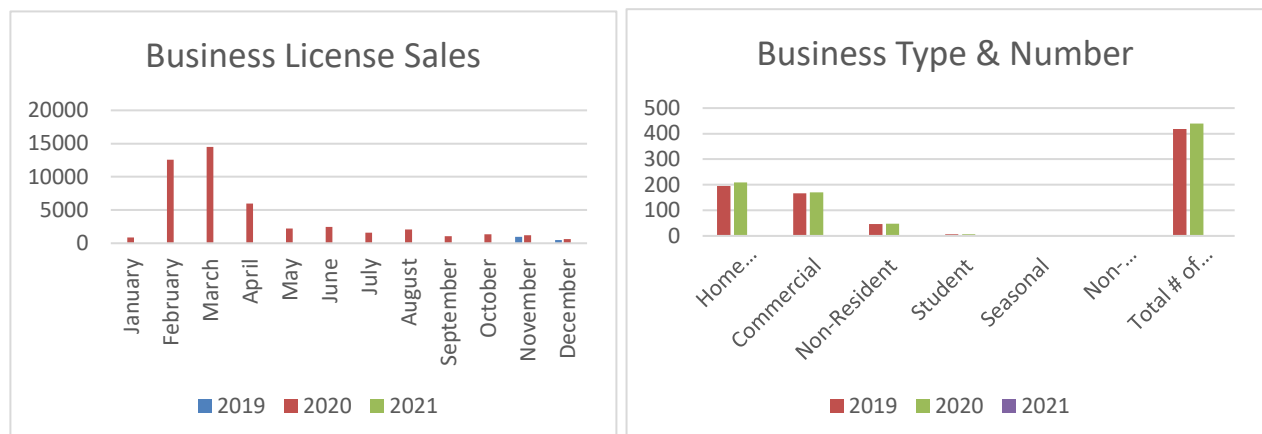
## Gift Shop Sales

- February traditionally sees a slight increase in artisan sales. The lack of visitors into the community has added to the smaller number of sales this month.



## Business License Sales, Type and Number

- Business licenses run from March 31 to March 31. This overview is from January to December.
- This graph shows when business licenses are paid and not the number of new businesses
- February saw an increase of one *home occupation* and one *non-conforming* business.





# REPORT TO COMMITTEE

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**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** March 8, 2021

**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

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## Inbound & Outbound Marketing

- Promotion through social media remains the focus for marketing. With very few events happening in the community and T&ED Coordinator busy there has been a drop in engagement over the month of February compared with January
  - [www.facebook.com/hayrivertourism](https://www.facebook.com/hayrivertourism) analytics over the month of February:
    - Page views down 7%, page likes at 1,276,
    - post reach peak at 367 organic engagement, page followers increase to 1,309;
  - [www.twitter.com/hayrivertourism](https://www.twitter.com/hayrivertourism)
    - number of impressions grew to 1,645;
    - 197 unique followers and follow 497 accounts;
    - *Hay-Cation* posts promoting visiting Hay River and the South Slave Region, promoting events, K'amba Carnival and aurora viewing;
  - [www.instagram.com/hayrivertourism](https://www.instagram.com/hayrivertourism)
    - THR Tourism recently subscribed with goal to employ more effectively with mentor instruction;
    - Currently 256 unique followers and follow 236 accounts;
    - Accounts reached up 33% and Content Interactions up 190%
    - Marketing upcoming K'amba Carnival, Hay River Ski Club, Aurora viewing, NWT Snowboard Championships, and surrounding communities of Fort Smith, Fort Resolution and Fort Providence, and Wood Buffalo National Park.

## Visitor Satisfaction Rating

- n/a

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:



# REPORT TO COMMITTEE

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**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** March 8, 2021

**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

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N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Peter Magill  
Tourism and Economic Development Coordinator  
Date: March 2, 2021,

**Reviewed by:**  
Stephane Millette  
Director of Recreation  
Date: March 3, 2021





# REPORT TO COMMITTEE

**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: MARCH 8, 2021**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

## **RECOMMENDATION:**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approved the Emergency Services Activity Report for February 2021 as presented.**

## **BACKGROUND:**

### **Summary:**

The Protective Services group had a slightly slower month than last with a total of 44 EMS Responses. At present our average ambulance response is running at 55 calls per month. On the positive side only a small proportion of them being our homeless. As far as fire response is concerned, we only had 2 minor fires with no property loss and 3 false alarms.

Work continues the NFPA 1001 standard training with our 6 students. We are running our 3 new recruits through the same training at our 1001 students with the understanding that they will only obtain Community Based Defensive certification this year. Topics covered this month included Self Contained Breathing Apparatus, Incident Command System and Communications. Our certified people continued with training in Technical Rescue (rope work).

The training accomplished for Medical Services focused on packaging of patients, scoop stretcher, chair stretcher, Kendrick extrication devise, SKED, and some cot work for the new members.

We were requested to do 1 Occupancy Permit this month which was for Liquor Licencing and we also did 2 Day Home inspections. We are now current with Day Home Inspections for this year.

All Safety Policies, JOH&S list and the First Aid lists have been updated at all pertinent Town of Hay River facilities.

The new communications tower is still a work in progress. We have now received the stamped drawings and a letter from Stantec certifying that the tower can be installed on the building with no issues. Construction of the tower is underway, and we are presently awaiting a delivery date for the completion of the project. All costs other than the deductible will be covered by our insurance company.

In February 382 hours were invested by the members of the Protective Services Department bringing us to the total of 825.5 hours YTD. These hours do not include the Town of Hay River Employees who responded during working hours.



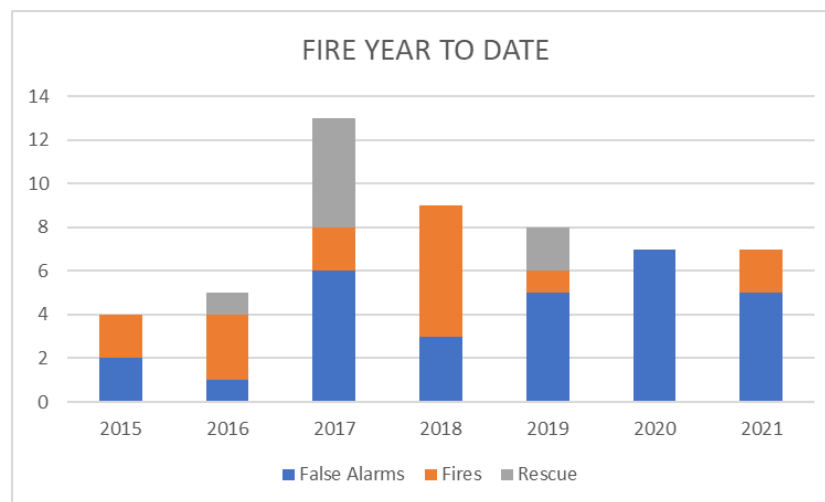
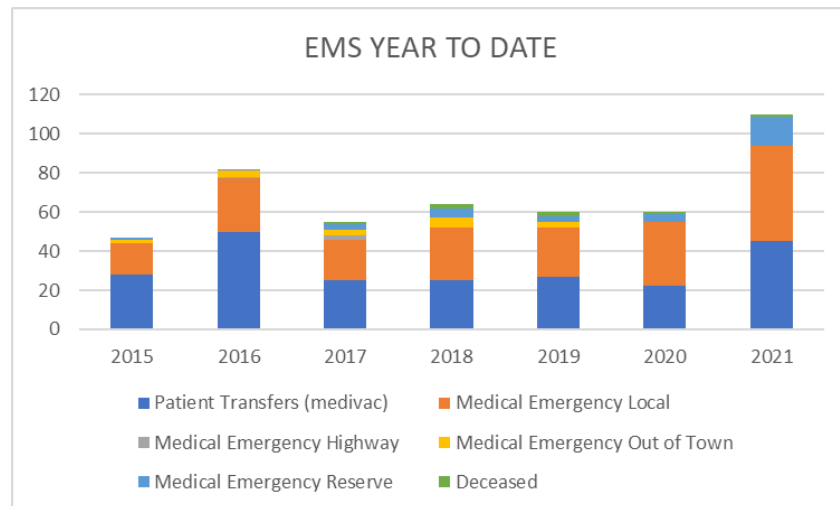
# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: MARCH 8, 2021

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

## STATISTICS



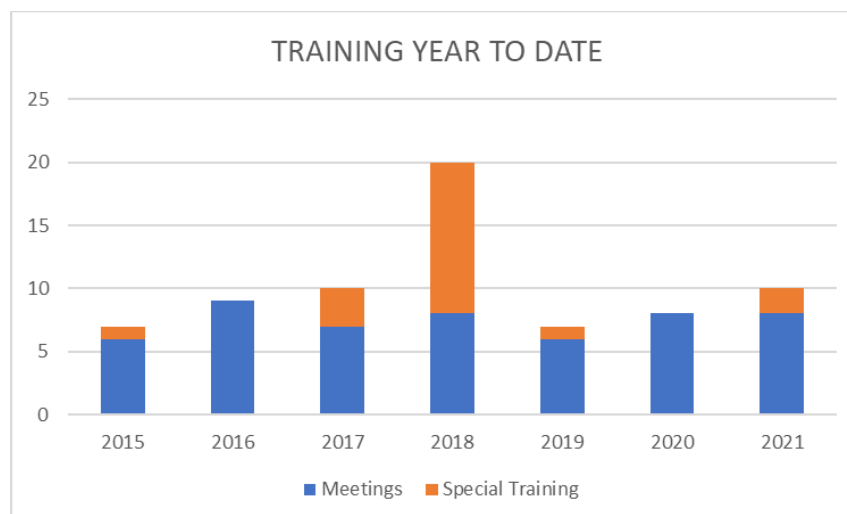
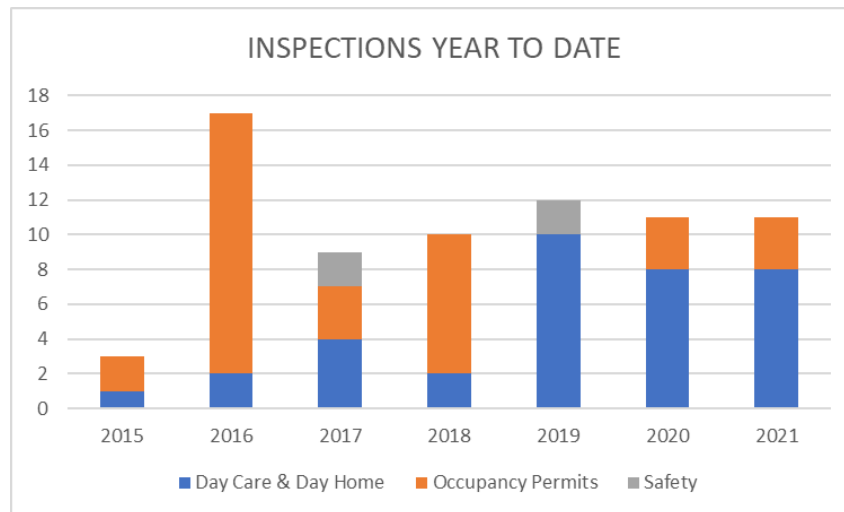


# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: MARCH 8, 2021

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT



## MAINTENANCE

1. All daily/weekly/monthly maintenance activities were completed.

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A



# REPORT TO COMMITTEE

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: MARCH 8, 2021**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

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

Fire Prevention Bylaw

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**

Ross Potter

Director Protective Services/Fire Chief

Date: March 1, 2021

**Reviewed By:**

Glenn Smith

Senior Administrative Officer

Date: March 3<sup>rd</sup>, 2021



# REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE DATE: MARCH 8<sup>th</sup>, 2021

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

## RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for February 2021 as presented.

## BACKGROUND

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	WARNINGS (VERBAL, LETTER OR VISUAL)	SHELTER	FINES	TOWED	RETURNED TO OWNER	OTHER ACTION
<b>Animal Control Bylaw</b>								
Animal Abuse								
Barking Dogs	1		1					
Dog Attack								
Dog Bites								
Loose Cat								
Loose Dogs	6	3	3					
Sled Dog Complaints								
<b>Business License</b>								
No Business License								
Operating business not as permitted	1	1						
<b>Traffic Bylaw</b>								
Vehicle Parking	3	2	1					
Trailer Parking								
ATV	2		2					
Fail to Stop (Sign or Light)								
Distracted Driving	3				3			
No Seat Belt	2		1		1			
Fail to carry driver's licence								
Suspended Driver's License	2				1			1
Vehicle Unfit for Road								
Fail to carry/no insurance	5		4		1			
Fail to carry registration	2		2					
Vehicle not registered	8		3		3			2
Unsecure Load	1	1						



# REPORT TO COMMITTEE

**COMMITTEE:** MUNICIPAL SERVICES COMMITTEE **DATE:** MARCH 8<sup>th</sup>, 2021

**DEPARTMENT:** PROTECTIVE SERVICES

**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

Fail to drive to road conditions							
Improper use of plate							
Drive w/o lights during low visibility	2		2				
No license plate							
Speeding	35		14	20			1
Driving w/o valid driver's license	1						1
Suspected Impaired Driver	3	1					2
Miscellaneous	1						1
<b>Unightly Bylaw</b>							
Overgrown Trees							
Long Grass & Weeds							
Garbage	3		3				
Miscellaneous	1		1				
<b>Taxi Bylaw</b>							
Taxi Not Available							
Smoking in Taxi							
Operation w/o Taxi Permit	5	1	4				
<b>Noise Abatement Bylaw</b>							
Noise Complaint							
<b>Fire Prevention Bylaw</b>							
Burning without permit							
Fireworks without supervision							
Improper Storage of Hazards							
<b>Unsafe/Hazardous Behaviour</b>							
Walking on railroad tracks							
ATV's on railroad tracks							
Intoxicated- Unable to care for self	3						3
Fighting in Public							
Public Urination							
Public Defecation							
Loitering	1	1					
Operate off-road vehicle w/o helmets	1		1				
Drinking in public							
Vehicle blocking roadway	1				1		1
Miscellaneous							



# REPORT TO COMMITTEE

**COMMITTEE:** MUNICIPAL SERVICES COMMITTEE      **DATE:** MARCH 8<sup>th</sup>, 2021

**DEPARTMENT:** PROTECTIVE SERVICES

**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

Snow Removal Bylaw								
Sidewalks not cleared								
Snowbanks causing hazard	3		3					
Snow being put on private property								
Snow being put on roadway/sidewalk	6		6					
<b>TOTAL</b>	<b>107</b>	<b>10</b>	<b>56</b>	<b>0</b>	<b>29</b>	<b>1</b>	<b>0</b>	<b>12</b>

## School Safety

There has been a decrease in speeding in school zones compared to the previous month but a noticeable increase in cell phone use in the school zones. All violators caught on cell phones were immediately issued offence notices and educated on the possibility of a license suspension on a subsequent offence as per the Motor Vehicles Act.

The Protective Services Specialist participated in lockdown drills at both Harry Camsell and PA Schools to better understand the procedures taken to keep children safe during an emergency where a lockdown is required. This opportunity provided a better insight into the role a Protective Services Specialist might take during an event, such as keeping vehicle and pedestrian traffic away from the schools and ensuring children are ushered to a safe place as quickly as possible.

Discussions have occurred with school administrators about having the Protective Services Specialist come into the schools to provide safety presentations. This would also allow an opportunity to get feedback from teachers and youth who work and attend the schools to see what they think would make a safer school environment, including the school zones. This would involve working together to develop educational programming on various items, which could include bicycle safety or anti-bullying, to name a few.

## Animal Complaints

There has been a steady amount of animal complaints being received for dogs at large and dogs being left out in the cold without proper shelter and food. Of the complaints received, many complainants refused to provide any contact information, which made it very difficult to follow up or reconnect to obtain more information to address their concerns fully.

## Community Activities and Partnerships

The Protective Services Specialist continues to work closely with the RCMP in maintaining public safety. The RCMP has been an excellent resource providing guidance and assistance when dealing with Bylaw complaints and Territorial Acts.

## Road Safety



# REPORT TO COMMITTEE

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**COMMITTEE:** MUNICIPAL SERVICES COMMITTEE      **DATE:** MARCH 8<sup>th</sup>, 2021

**DEPARTMENT:** PROTECTIVE SERVICES

**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

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Speeding seems to be an ongoing issue, most concerning in some specific zones. The area between 104<sup>th</sup> Street and Porritt Landing on Mackenzie Highway has been a big concern for residents and people working in this area. There are industrial businesses along that stretch where workers frequently cross the roadway. Both commercial and passenger vehicles have been caught exceeding the speed limit by almost double in some cases. In 45 minutes, two (2) separate drivers were caught exceeding the speed limit by nearly double. One (1) driver was caught doing 75km/h and the other 78km/h in the 40km/h zone while workers were crossing the highway back and forth and large trucks carrying fuel proceeding in and out of the facilities. Education is still ongoing to remind people to slow down and pay attention to the road signs and speed limits.

During these traffic stops for speeding, a consequence that has occurred led to removing a few drivers from the road who had suspended driver's licenses for various reasons.

## Upcoming Goals

The goal for the upcoming spring season is to invite and encourage youth in the community to participate in outdoor activities with a safety theme. The activities would involve getting the youth working together as a team to accomplish a common task while complying with current health orders at the time. This is an alternative to being able to provide safety education during the pandemic restrictions.

## Speed Statistics for the Month

*The fastest speeds recorded for this month per zone are as follows;*

Porritt Landing/Industrial 40km/h Zone- **96km/h**  
MacKenzie Highway near Hospital- 60km/h Zone- **109km/h**  
Woodland Drive in front of Harry Camsell/PA School during School Time 30km/h Zone- **63km/h**  
MacKenzie Highway/104<sup>th</sup> Street residential area 40km/h- **93km/h**

<b>COUNCIL POLICY / STRATEGY OR GOAL:</b>	
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Strategy:  
Goal:

<b>APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:</b>
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All applicable Bylaws and Territorial Legislation

<b>FINANCIAL IMPLICATIONS:</b>
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# REPORT TO COMMITTEE

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**COMMITTEE:** MUNICIPAL SERVICES COMMITTEE      **DATE:** MARCH 8<sup>th</sup>, 2021

**DEPARTMENT:** PROTECTIVE SERVICES

**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

---

N/A

## ALTERNATIVES TO RECOMMENDATIONS:

N/A

## ATTACHMENTS:



Screengrab from the Protective Services Specialist body camera showing the speed of a driver caught on radar doing 96km/h in a posted 40km/ zone on Mackenzie Highway near Imperial Oil Petroleum and Poison Graphics.

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**Prepared by:**

Travis Rosborough  
Protective Services Specialist  
Date: March 1st, 2021

**Reviewed By:**

Ross Potter  
Director, Protective Services  
Date: March 1st, 2021



# REPORT TO COMMITTEE

**DEPARTMENT:** Public Works

**DATE:** March 8, 2021

**SUBJECT:** Public Works Monthly Report for February 2021

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for February 2021.**

## BACKGROUND:

### Capital Projects 2021:

A list of 2021 Capital Projects along with a brief update of the status of these projects is included in the chart below. More details on those projects that received significant work this month follows the chart.

2021 Capital Projects	
Project	Update
New Town Hall	Applications for funding being worked on, design activities will depend on funding available.
Old Town Hall Demolition (carry over from 2020)	Consultant working on tender documents for hazardous material abatement and demolition.
Sewer Flusher (carry over from 2020)	Flusher arrived in early February and is now in use.
New Lift Station	Construction began in August and continued to mid-October when the project was shut down for the winter. Sheet piling has been installed and excavation work will begin in the spring.
Fraser Place Development	Detailed design has been initiated by consultant, expected to be ready to tender in early April. Public consultation on rezoning and design scheduled for March 17th.
Market Garden Road Extension	Options for this project being investigated.
Caribou Crescent Water Sewer and Drainage (carry over from 2020)	Underground infrastructure work completed and backfilled in 2020. Paving work to occur in 2021.
Beaver Crescent Water, Sewer, and Drainage	Project out for tender with closing date of March 31st.
Riverview Drive Upgrade	Project out for tender with closing date of March 31st.
Waste Diversion Project - Tire Recycling (carry over from 2020)	Discussions with the GNWT have occurred on options for diversion or reuse of tires. RFP for this work to be put out in March or April.
Hazardous Waste Removal Project	MACA led project that is contingent on new ICIP funding.



## REPORT TO COMMITTEE

**DEPARTMENT:** Public Works

**DATE:** March 8, 2021

**SUBJECT:** Public Works Monthly Report for February 2021

Water Treatment Plant Intake Inspection (carry over from 2020)	Inspection scheduled to take place the week of March 8th.
Capital Drive Watermain	Design work planned for Q3 or Q4.
Paradise Road Realignment	Work to take place during summer months.
New Water Licence Requirements	New water licence in place as of January 31. See Water Licence section for more detail.
New Back Hoe	Tender to be completed in Q2.
Water Treatment Plant Feasibility Study and Preliminary Design	Application for funding submitted through ICIP funding stream. Project contingent on funding approval.
Flood Mitigation	Funding approval received in later February for this work. Discussions on options, design and work to be done in 2021 expected to take place in early March.
Subdivision - Sundog	Preliminary work on this project planned for later in 2021.

### **Fraser Place:**

Contract for detailed design and tendering signed with consultant. Public meeting scheduled for March 17<sup>th</sup> at 7:00pm to discuss rezoning and design for the project. Detailed design is ongoing, discussion arising from the public meeting will guide final design for the project. Rezoning expected to proceed to Council for second and third reading later in March or early April. Tender for the project is expected to go out in early April with construction to occur in the summer.

### **Sewer Flusher:**

Flusher was received in early February and has been commissioned and put into use by the Public Works department. Project is now complete.

### **Beaver Crescent and Riverview Drive:**

Detailed design for this project was completed and review by Public Works. Tender is currently out for competition with a closing date of March 31, 2021. Contract expected to be awarded in April with construction likely to begin in May or June.

### **Water Intake Line Inspection:**

Contractor is expected to be in town the week of March 8<sup>th</sup> to complete this work. The workers and work plan for this project have been approved by Protect NWT. In addition to the intake inspection, the contractor will also be conducting cleaning work at both water reservoirs and a video inspection of the roof of the main reservoir located in town. Combining these other projects in with the intake inspection will minimize the cost for all three projects.



# REPORT TO COMMITTEE

**DEPARTMENT:** Public Works

**DATE:** March 8, 2021

**SUBJECT:** Public Works Monthly Report for February 2021

## **New Water Treatment Plant:**

Application was submitted in late 2020 for ICIP funding for a new WTP feasibility study and preliminary design. Administration hopeful that funding will be approved and work to determine needs and options moving forward can take place later in 2021. According to 2020 report by MACA, a new Water Treatment Plant is expected to be needed within the next 5 years.

## **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 Water & Sewer repairs as necessary (see below) Meter replacements Month end water report
Water & Sewer Facilities	Daily rounds of facilities
Roads	Snow clearing Sanding of roads/intersections Sign repairs New sign installation
Other	Regular fleet maintenance & repairs Funerals

On Tuesday, February 2<sup>nd</sup> the Public Works department received notification of a major water line break on Riverview Drive near the schools. This break was a significant break which required shutting off water to the schools in order to complete the necessary repairs. The break resulted in a large quantity of water flowing into the ravine in the area. The break was isolated, and the flow controlled. Due to severe weather conditions and the decision to avoid affecting the water supply in the schools during school days, the repair work was delayed but did get completed on the weekend of February 13<sup>th</sup>.



# REPORT TO COMMITTEE

**DEPARTMENT:** Public Works

**DATE:** March 8, 2021

**SUBJECT:** Public Works Monthly Report for February 2021

## **Solid Waste Facility Operations:**

The Town's Solid Waste Facility continued regular operations and monitoring activities throughout the month. No significant issues to note with current landfill operations. The new water licence will likely lead to some minor changes in both operations and infrastructure at the Solid Waste Facility.

## **Water Licence Activities:**

Regular monitoring programs continue as per the requirements of the Town's water licence.

The Town's new water licence (MV2019L3-0010) was signed off by the Minister of Environment and Natural Resources on January 14, 2021. The new water licence went into effect on January 31, 2021.

Administration is working with the project consultant to determine which requirements of the new licence will be done in-house and which will be done through the consultant. Minor report edits expected to be completed in March/April with more significant work expected this summer.

## **Planning & Zoning:**

0 Development Permits and 0 Building Permits have been approved for February 2021. In the month of February 2020, there were 5 Development Permits and 2 Building Permits signed out.

Inspections of current building projects were completed throughout the month as well as work on the ongoing rezoning applications.

## **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



## REPORT TO COMMITTEE

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**DEPARTMENT:** Public Works

**DATE:** March 8, 2021

**SUBJECT:** Public Works Monthly Report for February 2021

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<b>ATTACHMENTS:</b>
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N/A

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**Prepared by:** Mike Auge  
Director of Public Works  
March 3, 2021

**Reviewed by:** Glenn Smith  
SAO  
March 4, 2021



## REPORT TO COUNCIL

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 8<sup>th</sup>, 2021

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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### RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for February 2021 as presented.**

### BACKGROUND:

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## Recreational Programming

### Operational Updates

No significant changes were made to Covid-19 guidelines in February. Department of Recreation staff remain in communication with GNWT Environmental Health officials and local recreation partners for all Covid-19 guidelines and allowances.

### Fitness Programming

Fitness programming continues to be well received and attended. Minimum registration numbers are maintained for all offerings and attendance to classes averages at approximately 5 people per class. A second certified yoga instructor was added to THR's team of fitness contractors and volunteers. *Yoga for Strength* classes are now included in the weekly schedule, with initial interest and feedback being positive. Spin classes remain the most popular and consistent fitness offering. While kickboxing isn't as popular, its participants are dedicated and new people are showing interest and trying out the classes.

### Youth Programming

The focus of youth programming continues to be on regular and affordable after school programming. THR's After-School Club is a prime example and a resounding success. Additional casual employees staff have been hired for the program, given the consistent numbers and interest from local families. Full-day activities were offered during the last week of February, in order to offer a service to families during school professional development days. Participants attended the program from 8:00 am – 5:30 pm every day with on site lunch



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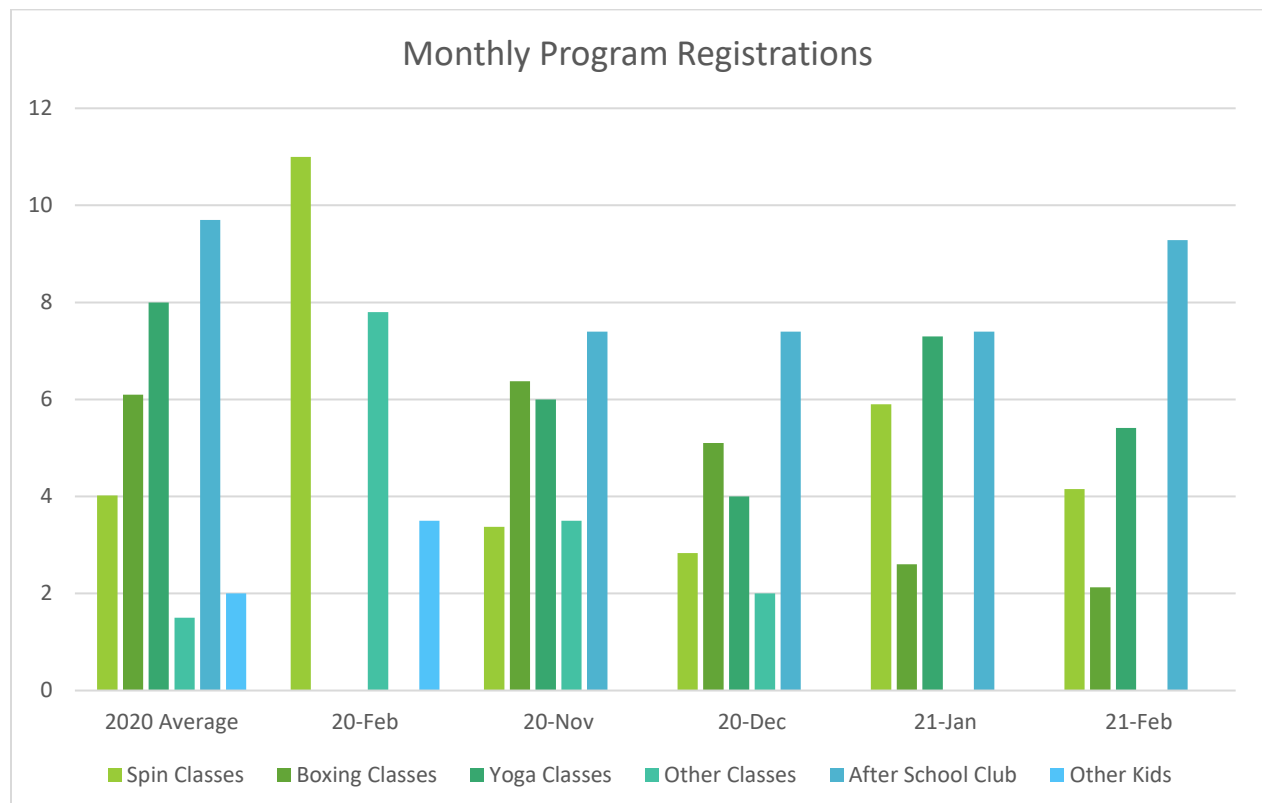
supervisions also provided. Future youth programming calendars and offerings will be planned around school closures and vacations like spring break.

### Community Programming

THR received confirmation of \$33 500 in funding from the United Way and GNWT to support after school and stay and play programming. Funding will help offset wages and administrative costs associated with the programs. Equipment will also be purchased to increase and diversify safe and low-cost physical activities that are available to local youth.

February's *Full-Moon Snowshoe* coincided with very cold weather and only 2 in attendance. The activity still went forward, despite low attendance numbers and the cold. Another full-moon snowshoe is scheduled for March, weather permitting.

### Recreation Programming Statistics



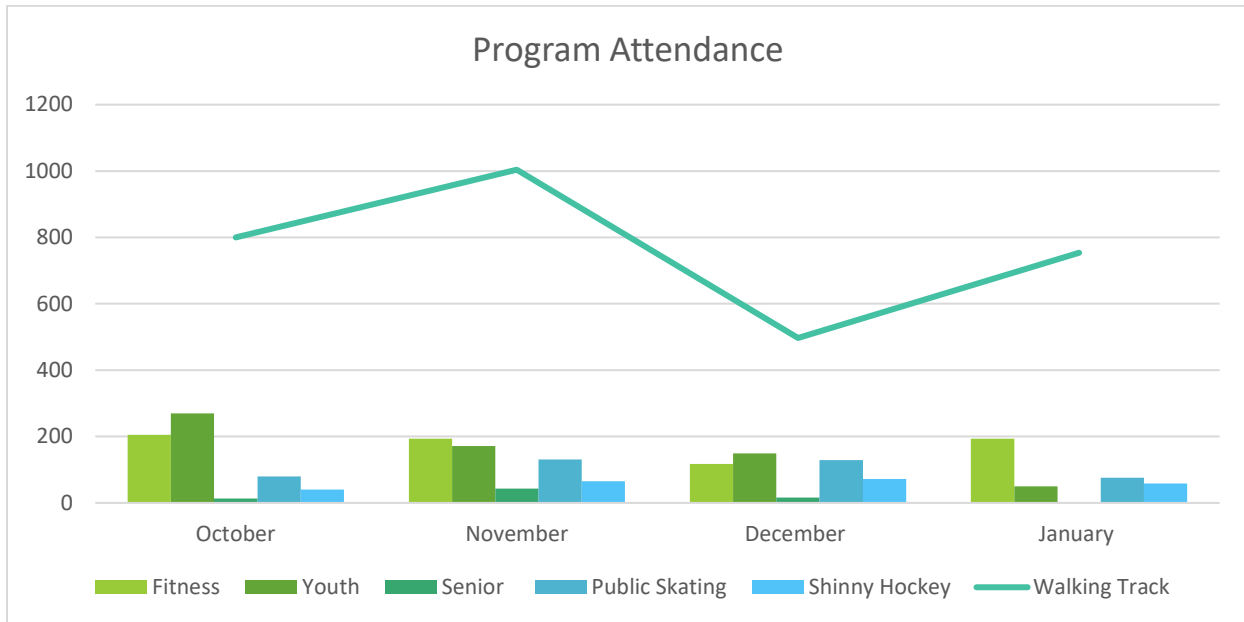




## REPORT TO COUNCIL

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### Aquatics

#### Attendance and Swimmer Statistics

Swimmer statistics increased for most categories in February, with family swim times remaining the most attended blocks. Lane, youth and private rental swim block statistics all increased to their highest monthly attendance since the pool reopened in November 2020. Family swim numbers were down compared to December and January but remain statistically comparable, especially when holiday season increases are considered. THR staff were expecting school and daycare bookings to increase in February, but Covid-19 restrictions and best practices continue to restrict activities for those groups.

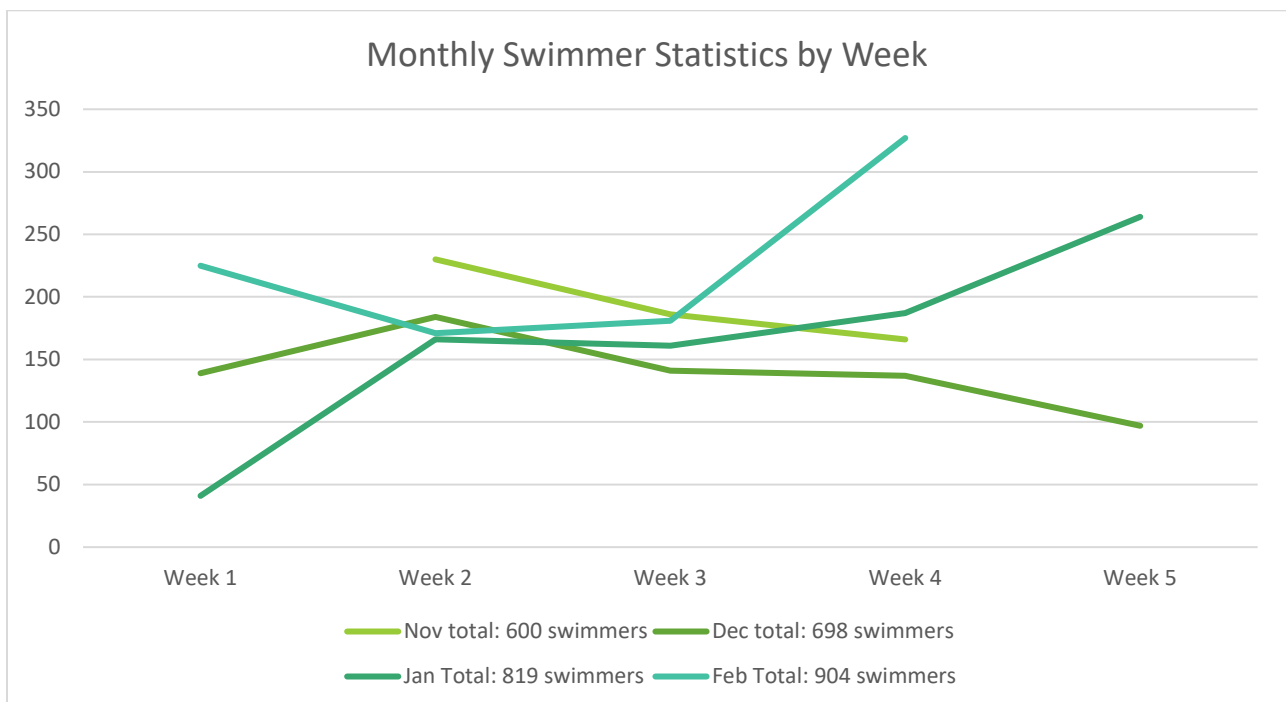
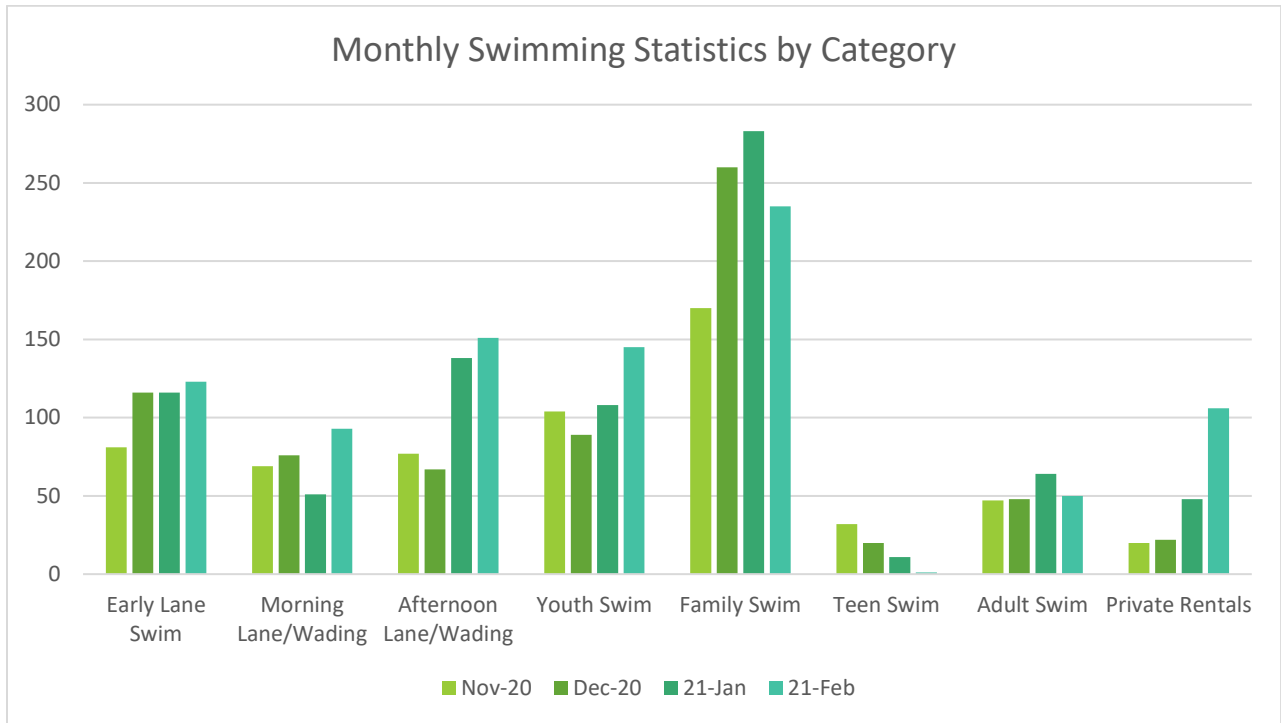
THR's Aquatic Supervisor has reached out to the South Slave's Environmental Health to confirm scheduling and special event options that could increase numbers and/or better meet the needs of HR residents. A pool use survey has also been prepared to help determine how programming and schedules should be adjusted to better meet community needs. The survey will be posted to THR's social media pages shortly. Paper copies will also be available at the customer service desk.



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### Swimming Lessons

The Department of Recreation received approval to resume swimming lessons from the Office of the Chief Public Health Officer. Lesson format and schedules will be communicated shortly, with instruction expected to resume in March. THR's Aquatic Supervisor is in communication with the South Slave's Environmental Health Officer to ensure compliance with Covid-19 guidelines and best practices.

### Aquatics Staff and Training

THR's Aquatics division has maintained a complete staff roster since resuming operations in November 2020. Staffing allows the Don Stewart Aquatic Centre to remain open 7 days per week with early bird and evening adult swims available Monday to Friday.

Swimming lesson instructor training is being scheduled in April, with the goal of increasing the number of instructors on staff to offer more lessons. THR currently has 3 staff members certified to teach swimming lessons.

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## **Facilities and Maintenance**

### Aurora Ford Arena and Don Stewart Aquatic Centre:

- Maintenance:
  - Air handler and ice plant cold weather issues resolved in February;
  - Cavitating pump and glycol levels in ice plant heat recovery loop remains unresolved – pump may require rebuild;
  - Intrusion alarm system trouble shooting via contractor services – system expected to be repaired and fully operational in early March;
  - Replacement heater motor installed in aquatic centre hallway;
  - Annual ice plant shutdown scheduled for April 5<sup>th</sup>, accommodating for Alberta contractor's Covid-19 travel and isolation requirements;
  - Snow removal required on aquatic centre lobby roof due to small leaks;



## REPORT TO COUNCIL

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**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Further investigation and repairs required in spring/summer 2021;
  - Department of Recreation tractor required new hydraulic pump and repairs;
  - Janitorial contract ongoing with additional Covid-19 cleaning and routines;
    - additional contractor fees at Hay River Curling Club's cost;
  - Weekly ice taps and ice edging performed as part of weekly ice maintenance;
  - Snow and ice clearing at Community Centre and VIC parking lots and sidewalks;
- Improvements:
  - Pool pumps conversion RFQ awarded to Stittco Utilities – 4 bids received;
  - Aquatic centre LED lighting conversion RFQ awarded to Mackenzie Elec. – 1 bid;
  - New automated chlorine feeding system installed for the hot tub, with pool system to be converted in early March;
  - \$35 000 in conferencing equipment ordered as part of CANNOR *Enhancing Community Tourism Opportunities* contribution agreement;
  - Community Hall counter-top and sink installed and functioning – minor changes required to accommodate electrical outlet;

### Outdoor sport fields and assets:

- 2021 THR flower supply RFQ awarded to *Roots and Ruminants* of Fort Smith – 4 bids;
- Garbage emptied regularly in downtown core – no other maintenance of greenspaces required in February;
- Maintenance: No maintenance required for sports fields in February;
- Outdoor rink maintenance less frequent in February due to cold weather conditions.
- Occasional contractor support required for Old Town rink and/or heavy snowfalls.

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

### FINANCIAL IMPLICATIONS:

N/A



## REPORT TO COUNCIL

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 8<sup>th</sup>, 2021

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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<b>ALTERNATIVES TO RECOMMENDATIONS:</b>
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N/A

<b>ATTACHMENTS:</b>
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**Prepared by:**

Stephane Millette

Director Recreation and Community Services

Date: March 3<sup>rd</sup>, 2021

**Reviewed by:**

Glenn Smith

SAO

Date: March 3<sup>rd</sup>, 2021



# REPORT TO COMMITTEE

**DEPARTMENT:** Lands

**DATE:** March 8<sup>th</sup>, 2021

**SUBJECT:** Un-surveyed Commissioners Land Lease Application

## **RECOMMENDATION:**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER request Administration to apply to the Government of the Northwest Territories for a Headlease for the Un-surveyed parcel of land (as per attached sketch) located along MacKenzie Highway 2, between Market Gardens and NFTI, for the purpose of subleasing to Mark Benoit.**

## **BACKGROUND:**

The Town received an application from Marc Benoit to sublease an approximate 147.83 acres (59.83 hectares) parcel of Commissioners land, located along Mackenzie Highway 2, between Market Gardens and Northern Farm Training Institute (NFTI), as per attached sketch. The purpose of the sublease is to develop an agricultural land and other uses such as forage corps (hay), or grazing.

Further details of the propose use of the land are explained on the attached letter/development proposal from Mark Benoit, Operator/Owner of Benoit Farms.

Dept. of Lands, Fort Smith confirmed that the subject parcel of land can be applied for as per email that states:

*"the parcel of land in question is untenured Commissioner's Land and is not part of a land withdrawal, which indicates that the land could be applied for".*

This area is identified in the Town's 2014 Agricultural Plan as a parcel "Oxbow" for agricultural development. Extract: "Out of the approximate 120 acres, only 56 acres appear to be Class 3 soil and therefore of primary interest for agriculture. As like NFTI, the upper regions may be more suitable for other uses"

## **COUNCIL POLICY / STRATEGY OR GOAL:**

2014 Agricultural Plan

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

Land Administration Bylaw



# REPORT TO COMMITTEE

**DEPARTMENT:** Lands

**DATE:** March 8<sup>th</sup>, 2021

**SUBJECT:** Un-surveyed Commissioners Land Lease Application

Certified Assessment Roll

## FINANCIAL IMPLICATIONS:

- Town to pay GNWT for Annual Head Lease fee set by GNWT.
- Sub Tenant (M. Benoit) to pay to the Town annually the following:
  - 1). Lease Fees = 5,190.00\* (est.)  
Commissioner's land *"lease fees for agricultural land shall be five (5%) of the Assessed value per annum"* as per Land Administration Bylaw; and
  - 2). Property Tax = \$1455.79\*  
Based on 2020 Mill rate bylaw and property class as 11-Rural Agricultural

\* Amounts are based on the estimated Land (only) Assessed Value of 103,800 provided by Department of Assessment, MACA, GNWT.

## ALTERNATIVES TO RECOMMENDATIONS:

1. Do nothing
2. Town apply for title to land and subdivide for agricultural use.

## ATTACHMENTS:

- Sketch of subject parcel of land
- Mark Benoit application and propose use of land

Prepared by:  
Sam Mugford  
Director of Finance & Administration  
Date: 15 February 2021

Reviewed by:  
Glenn Smith  
Senior Administrative Officer  
Date: 3 March 2021



**APPLICATION FOR  
COMMISSIONER'S LAND**

Office Use Only  
Application No:

File No:

**Type of Land Use Applying for:**

- |   |   |
|---|---|
| <input type="checkbox"/> Residential Lot        | <input type="checkbox"/> License Agreement                    |
| <input type="checkbox"/> Recreational           | <input type="checkbox"/> Easement Agreement                   |
| <input type="checkbox"/> Transfer (Gov't Only)  | <input type="checkbox"/> Right of Way Agreement               |
| <input checked="" type="checkbox"/> Agriculture | <input type="checkbox"/> Reservation By Notation (Gov't Only) |

**Information on Applicant(s) Must be age of majority (19 or over) to apply.  
If more than two Applicants please attach separate sheet.**

<input checked="" type="checkbox"/> Mr	<input type="checkbox"/> Miss	SURNAME: <i>Benoit</i>	GIVEN NAME: <i>Mark</i>	INITIAL:
<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.			

**Mailing Address:** (Street or P.O. Box)

*Paradise Rd* DATE OF BIRTH: *11/07/89*  
Day/Month/Year

COMMUNITY: *Hay River*

PROVINCE/TERRITORY: *NT*

POSTAL CODE: *X0E 0R4*

**Telephone No:**

Home: (867) 874-2490  
Work: (867) 874-3032  
Cell: (867) 876-0158

**FAX:**

( )  
Email Address:  
*markbenoit01@gmail.com*

**What is your preferred contact method?**

- ☐ Email  
☐ Fax  
☐ Mail  
☒ Phone

**B. Information on Co-Applicant**

<input type="checkbox"/> Mr	<input type="checkbox"/> Miss	SURNAME:	GIVEN NAME:	INITIAL:
<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.			

**Mailing Address:** (Street or P.O. Box)

DATE OF BIRTH: \_\_\_\_\_  
Day/Month/Year

COMMUNITY:

PROVINCE/TERRITORY:

POSTAL CODE:

**Telephone No:**

Home: ( )  
Work: ( )  
Cell: ( )

**FAX:**

( )  
Email Address:

**What is your preferred contact method?**

- ☐ Email  
☐ Fax  
☐ Mail



**C. Tenancy**

I hereby make application to:

☒ Lease    ☐ Purchase

*Prefer purchase but long-term lease as an option*

If two or more persons are applying for this land please signify the type of tenancy desired

☐ Joint Tenancy    ☐ Tenancy in Common

**Definition:**

Joint Tenancy – A form of ownership where there is a presumption of survivorship. This means that when a joint tenant dies, his/her interest automatically passes to the surviving joint tenant.

Tenancy in Common - A form of ownership where each tenant (Owner or Lessee) holds an undivided interest in the property. Upon the death of one of the individuals, their property interest passes to their estate or heirs.

**D Parcel Description**

- If surveyed, state lot and block/group or quad number as well as the LTO Plan number. If unsurveyed, describe the dimensions, size and location of the land and attach a map showing the exact location of the land.

*See attached map. Property approx 17km S of Hwy River on Hwy 2.*

**E. Construction Plans**

Are there any buildings or improvements on the land now?    YES/NO ☒

Briefly describe any existing building.

Value of improvements already on the land \$ 0

Name of owner of improvements \_\_\_\_\_ (If existing improvements are to remain on the land that you are applying for, **you must provide proof of ownership (i.e. Bill of Sale)**)

Briefly describe any new improvements that you plan to place on the land. Indicate where the new improvements will be located. Use your sketch for illustration.

Property will be fenced. No permanent buildings will be constructed. All buildings will be small and on skids to move around property. See attached sketch for fence line and access rd.

The Estimated Value of any new improvements \$ 25,000

Construction of the said improvements shall commence within Six (6) months of the effective date of an executed Lease, and shall be completed within Twenty Four (24) months of the effective date of the executed Lease.

#### G. Fees

☐ Application Fee \$250.00

This application will not be considered unless accompanied by an application fee of two hundred and fifty (\$250.00) dollars.

The submission of this application and payment of the two hundred and fifty (\$250.00) dollars application fee do not in themselves convey any right to the land.

If this application is refused the application fee will be refunded. If a lease or agreement is approved but not executed by the applicant, the application fee is forfeited.

***Please make all cheques payable to "Government of the NWT"***

I certify that the information I have given in this application is correct, to the best of my knowledge.

Signature of Applicant  Date Jan 21/21

Signature of Co- Applicant \_\_\_\_\_ Date \_\_\_\_\_

Please accept the following unsolicited expression of interest for the development of agriculture land in the Hay River corridor as identified in the Town of Hay River Agriculture Plan.

In 2014, the Town of Hay River adopted an agriculture plan with the following vision:

**“A sustainable, economically-viable agriculture industry providing the Town of Hay River and surrounding regions of the Northwest Territories with greater food security and variety, while ensuring stewardship of its lands. “**

In addition to the agriculture plan, the Town has a number of other documents that reference the importance of; strengthening our local agriculture sector, developing new lands, and supporting new business ventures (Hay River Strategic Plan and the Community Plan).

For a number of years, Marc Benoit has been exploring the idea of developing grazing land in the Hay River corridor to supply feed for local livestock (small farms). Using a similar model to the Yukon Grain Farm (located in Whitehorse Yukon), the idea is to begin developing pasture lands with forage crops (Hay, Alfalfa, Clover etc.) and eventually develop lands suitable for grains (barley and oats) for processing into cattle supplements, hog and chicken feed.

Marc comes from a long line of farmers. His father, Ray, ranched in Ft. Providence for a number of years before losing his land through the land claims process. His grandfather was a rancher in New Brunswick. Marc currently runs Benoit Farms and has been managing livestock in Paradise Gardens for the past 5 years. He has spent many hours on farms helping build and maintain the necessary infrastructure (fencing, barns etc.) and caring for the animals.

The recent challenges to food systems as a result of COVID-19 have inspired Marc to formally pursue this vision, acquire land and begin the process of developing a farm. It is Marc's understanding that the GNWT is currently in the process of developing meat inspection regulations which would allow for the local sale of NWT raised and processed red and white meats in retail stores and restaurants. In addition to the existing livestock populations in the corridor, this would mean an increase in livestock populations from backyard subsistence farming to commercial farmers looking for a significant source of feed.

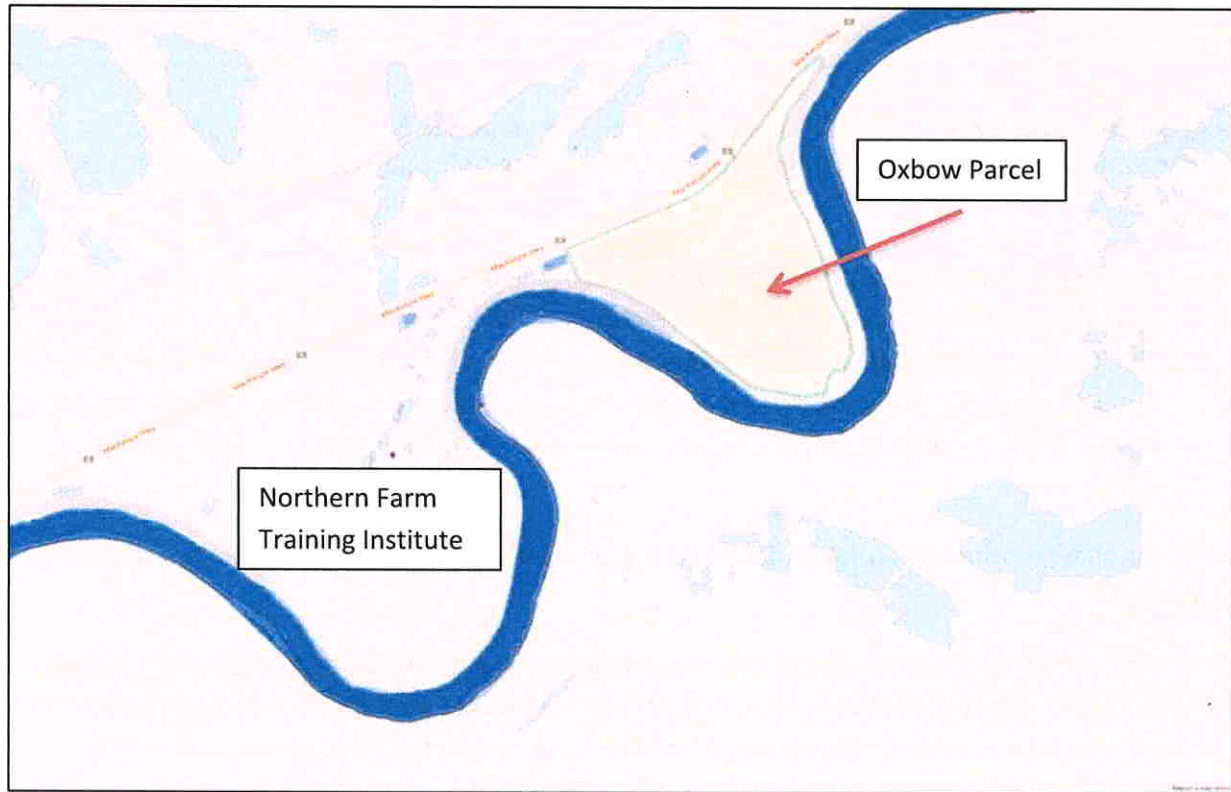
Within the Hay River corridor, there are limited areas suitable for this type of development, however, one parcel in particular seems well suited for this type of operation. The parcel is identified in the Town of Hay River Agriculture Plan document as parcel D. Oxbow, located in the corridor, between the Hay River and Highway 2, just North of the Northern Farm Training Institute property (excerpt from the plan below).

#### **D. Oxbow**

*This parcel is the next bend in the Hay River to the northeast of the Northern Pork (NFTI) parcel described above. It appears to be entirely native forest, including an upper plateau southeast of the Mackenzie Highway and an alluvial plain in the river's bend. While no physical inspection of this property was undertaken in the course of this project, it appears to be in many respects similar to the other alluvial plains such as Paradise Valley and Northern Pork.*

*Out of the approximately 120 acres, only 56 acres (the low-lying alluvial plain nearest the river) appear to be Class 3 soil and therefore of primary interest for agriculture. As with the Northern Pork property,*

*the upper regions of this parcel may be more suitable for other uses such as forage corps (hay) or grazing.*



As a principle partner of Eagle 88, Marc also has the right equipment, tools, experience and personal drive to make this vision a reality. New farmland in the South Slave will help to strengthen the economy and provide new services that could potentially inspire additional investment into our community. One only has to look to Ft. Vermillion/La Crete to see the positive impact agriculture has on their economies.

Marc is looking to acquire title to the property, but respects there may be concerns around disposition of large parcels. The attached proposal outlines some potential terms and conditions that he would be willing to adhere to and completed within an initial 5 year period before title (or long-term lease) would be considered.

Thank-you for your consideration and I look forward to hearing from you.

Marc Benoit,  
Owner/Operator  
Benoit Farms



## Re. Land Access in the Hay River Corridor

### Seeking Title to Property

#### Propose 2 phases:

Phase 1: Initial 5 year lease with the following terms and conditions to be met prior to phase 2. In order to secure long-term tenure, the following conditions will include, but not necessarily be limited to:

- a comprehensive and approved farm development plan;
- a comprehensive and approved Environmental Farm Plan;
- an approved access road meeting minimum requirements for utilities; and,
- a requirement that at least 4 acres of land annually (total of 20 acres within 5 years), developed, fenced and in production for grazing purposes or cleared and planted into forage crops (hay, alfalfa etc.).

During this phase, onsite infrastructure would be limited to small outbuildings required for farming operations.

Any clearing of land for forage purposes may require the removal of natural vegetation. The cost of clearing rises with increasing volumes of vegetation and heavily timbered sites are the most expensive to develop. This area has mature White Spruce throughout much of the arable portion and may be contract harvested and removed by a local logging/sawmill company. Valuable timber resources will be used to the fullest extent possible as logs, lumber, fencing material or fuel wood. The clearing approach is determined by the vegetation cover type and grazing requirements. The forested portion may be cleared using a combination of selective logging or clear cut fields with all merchantable timber salvaged for the best possible use. Clearing may also include grubbing and piling of roots and will be completed in such a fashion as to ensure that as much topsoil as possible remains in fields and not in piled debris. Woody materials (windrows) piled within a field will be kept to a minimum as they negatively impact the productivity and farming efficiencies of a parcel. Any burning of windrows will only occur with the approval of the NWT Fire Marshall and Hay River Fire Chief.

Breaking of ground may be a required component of the development contract. This process is to adequately prepare the seed bed by mixing the top duff layer with a minimum 15 cm (6 inches) of underlying soil and to break up any small woody material and roots in the field. This is best accomplished with a heavy breaking disc, mulching or roto-tilling.

Seeding will be accomplished by planting into the soil at a set depth with a seed drill or broadcast seeding. Prior to undertaking broadcast seeding, the agreement for-sale-holder will demonstrate through analysis, the appropriateness of its application. Seeding rates are an important component of functional land development. Seeding rates in kilograms per hectare will vary depending on the size and weight of the seed of the crop species sown. The analysis will be undertaken in consultation with the Government of the Northwest Territories agriculture unit and presented to the Town for final approval.

Phase 2: The second phase will only proceed if all conditions from Phase 1 have been met. If all conditions have been met with satisfaction, title will be offered to the applicant. Phase 2 will be a continuation of the clearing, breaking and seeding of land, and the ongoing implementation of the farm development plan.



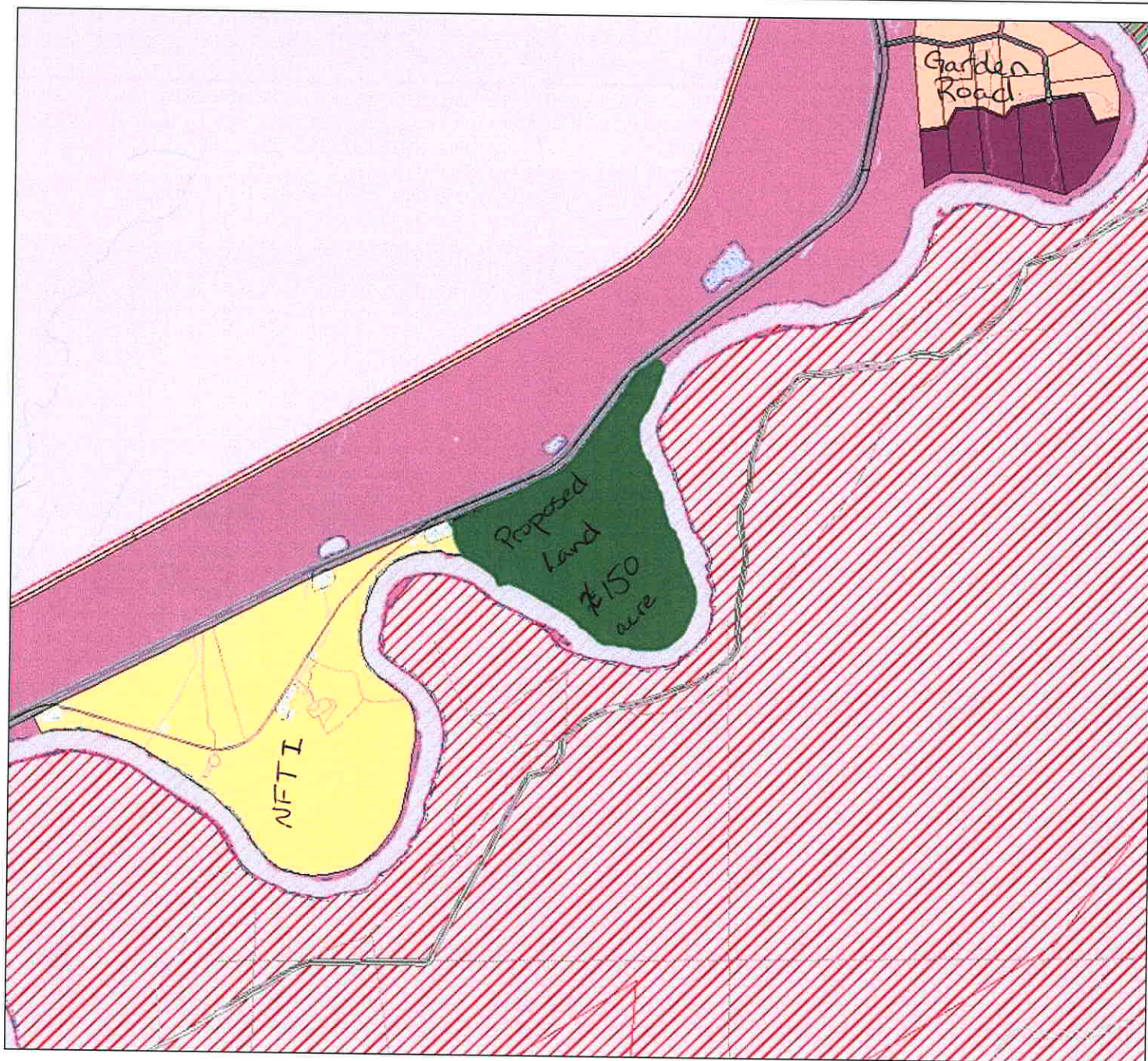


ATLAS

Government of  
Northwest Territories

# Benoit Farms Area of Interest

1  
1  
1



January 19, 2021

## Legend

- |                                      |                                  |
|--------------------------------------|----------------------------------|
| Block Land Transfer Boundaries       | Municipal Boundaries             |
| Development Areas                    | Condominium Units                |
| Surveyed Parcels                     | Surveyed Easements               |
| Line Approximately 31m from O.H.W.M. | Surface Land Withdrawal          |
| Tenured Commissioner's Land          | Land Application                 |
| Land Application                     | Tenured Territorial Land         |
| Federal Land                         | Indian Affairs Branch (IAB) Land |
| Commissioner's Land                  | Territorial Land                 |
| Territorial Protected Area           | Public Highway                   |
| Municipal Land                       | Private Land                     |

Scale 1: 25,000

500 metres

UTM Zone: 11


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Department of Lands.




## Proposed Infrastructure

Fencing is the only proposed permanent structure

### Legend

 Access Road

 Fenceline

 Access Road

 Fenceline

600 m

Google Earth

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Image © 2021 CNES/Airbus

© 2020 Europa Technologies



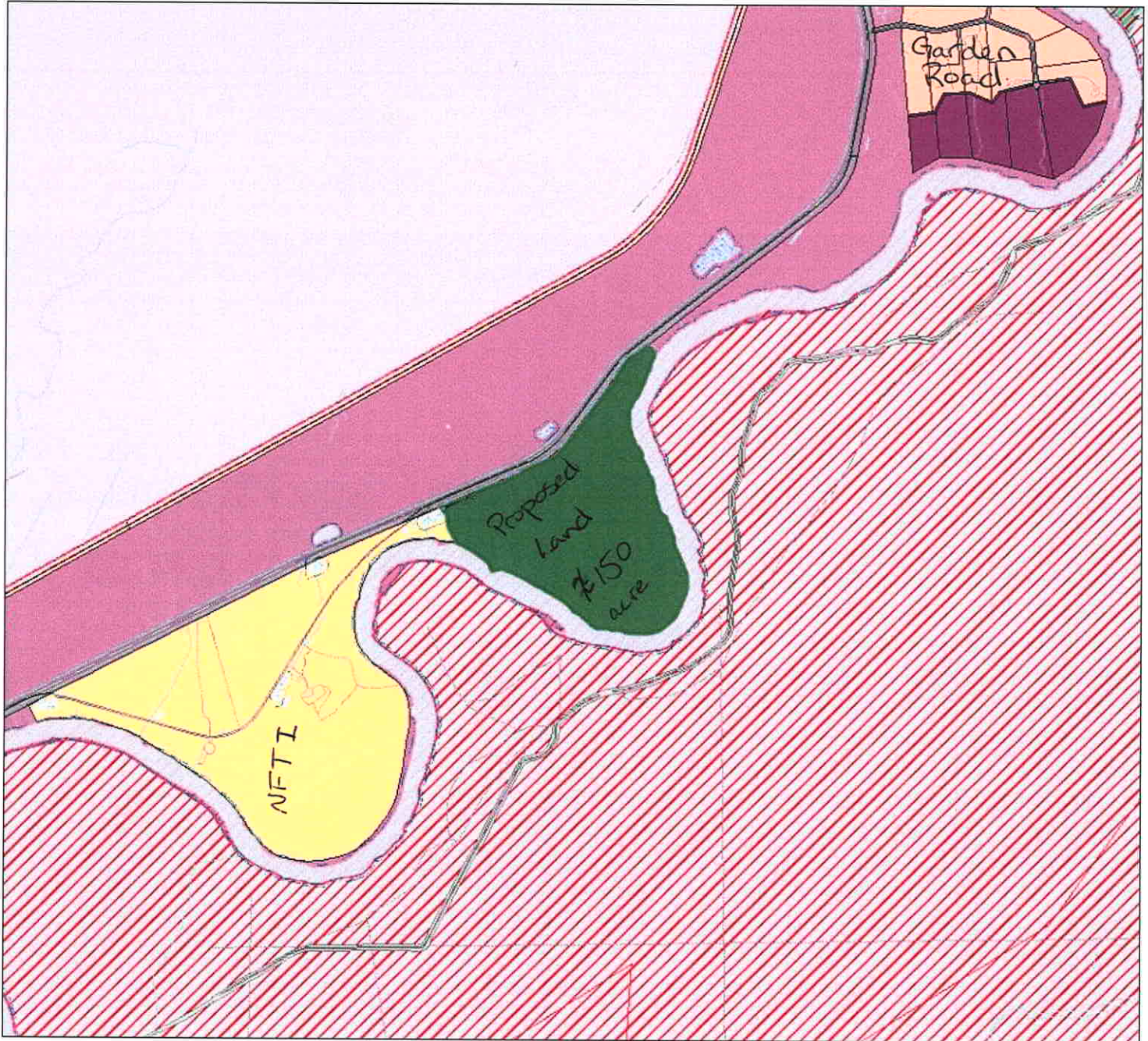


ATLAS

Government of  
Northwest Territories

## Benoit Farms Area of Interest

1  
3  
1



January 19, 2021

### Legend

- Block Land Transfer Boundaries
- Development Areas
- Surveyed Parcels
- Line Approximately 31m from O.H.W.M.
- Tenured Commissioner's Land
- Land Application
- Federal Land
- Commissioner's Land
- Territorial Protected Area
- Municipal Land

- Municipal Boundaries
- Condominium Units
- Surveyed Easements
- Surface Land Withdrawal
- Land Application
- Tenured Territorial Land
- Indian Affairs Branch (IAB) Land
- Territorial Land
- Public Highway
- Private Land

Scale 1: 25,000

500 metres

UTM Zone: 11

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