



AGENDA

PUBLIC INPUT

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. DECLARATION OF INTEREST**
- 4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**
- 5. ADMINISTRATIVE ENQUIRIES**
- 6. NEW BUSINESS**
 - a. Mayors Monthly Report for January 2018 – page 2-3
 - b. Public Works Monthly Report for January 2018 – page 4-5
 - c. Building & Development Report for January 2018 – page 6-7
 - d. Emergency Services Monthly Report for January 2018 – page 8-10
 - e. Recreation Monthly Report for January – page 11-14
 - f. Tourism & Economic Development Monthly Report for January – page 15-16
 - g. IT Report for January – page 17-19
 - h. Municipal Enforcement Monthly Report for January 2018 – page 20-21
 - i. Grant In Lieu for Figure Skating – page 22-23
- 7. IN CAMERA**
 - a. Matter on Consideration - pursuant to Cities, Towns & Villages Act, S.N.W.T. 2003 c. 22, Section 23. (3), (e)
- 8. ADJOURNMENT**



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11, 2019

DEPARTMENT: ADMINISTRATION

SUBJECT: MAYOR'S MONTHLY REPORT

RECOMMENDATION:

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

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
January 25, 2019	Yvonne Careen,	Mayor's Office	Commission Francophone Schooling



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11, 2019
DEPARTMENT: ADMINISTRATION
SUBJECT: MAYOR'S MONTHLY REPORT

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11th, 2019
DEPARTMENT: PUBLIC WORKS
SUBJECT: PUBLIC WORKS MONTHLY REPORT

RECOMMENDATION:

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

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
- 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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11th, 2019

DEPARTMENT: PUBLIC WORKS

SUBJECT: PUBLIC WORKS MONTHLY REPORT

Prepared by:
Earle Dumas
Director of Projects and Planning
Date: February 6, 2019

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



REPORT TO COMMITTEE

COMMITTEE: PUBLIC WORKS COMMITTEE **DATE:** February 4, 2019
DEPARTMENT: PUBLIC WORKS
SUBJECT: DEVELOPMENT AND BUILDING PERMIT REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Development and Building Permit Report for the month of December 2018.

BACKGROUND:

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 November 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



REPORT TO COMMITTEE

COMMITTEE: PUBLIC WORKS COMMITTEE **DATE:** February 4, 2019

DEPARTMENT: PUBLIC WORKS

SUBJECT: DEVELOPMENT AND BUILDING PERMIT REPORT

Prepared by:
Randy Froese
DO

Reviewed by:
Judy Goucher
SAO

Date: January 18, 2019

Date: January 18, 2019



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11, 2019
DEPARTMENT: PROTECTIVE SERVICES
SUBJECT: MONTHLY REPORT OF ACTIVITIES

RECOMMENDATION:

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

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.



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11, 2019
DEPARTMENT: PROTECTIVE SERVICES
SUBJECT: MONTHLY REPORT OF ACTIVITIES

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
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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11, 2019
DEPARTMENT: PROTECTIVE SERVICES
SUBJECT: MONTHLY REPORT OF ACTIVITIES

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

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11th, 2019

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

RECOMMENDATION:

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

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.

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);



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE

DATE: February 11th, 2019

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- 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

<i>Regular programs:</i>	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
<i>JR Shinny</i>	-	2-10 avg.	-	24	-	26
<i>SR shinny</i>				29		35

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

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE

DATE: February 11th, 2019

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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.

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE

DATE: February 11th, 2019

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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.

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11, 2019
DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT
SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

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

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Peter Magill
Tourism and Economic Development Coordinator
Date: February 6, 2019

Reviewed by:
Glenn Smith
ASAO
Date: February 6, 2019



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** FEBUARY 11, 2019

DEPARTMENT: INFORMATION TECHNOLOGY

SUBJECT: MONTHLY REPORT OF ACTIVITIES

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.

ALTERNATIVES TO RECOMMENDATIONS:

N/A



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** FEBUARY 11, 2019

DEPARTMENT: INFORMATION TECHNOLOGY

SUBJECT: MONTHLY REPORT OF ACTIVITIES

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** FEBRUARY 11, 2019
DEPARTMENT: PROTECTIVE SERVICES
SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

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

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

Unightly Properties: 1

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** FEBRUARY 11, 2019

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11, 2019
DEPARTMENT: RECREATION
SUBJECT: GRANT IN LIEU REQUEST – HAY RIVER FIGURE SKATING CLUB

RECOMMENDATION:

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.

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11, 2019

DEPARTMENT: RECREATION

SUBJECT: GRANT IN LIEU REQUEST – HAY RIVER FIGURE SKATING CLUB

ATTACHMENTS:

N/A

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

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