



AGENDA

PUBLIC INPUT

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. DECLARATION OF INTEREST

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

5. MINUTES

- a. Regular Meeting of Council – January 28th, 2019 – page 3-11

6. BUSINESS ARISING FROM MINUTES

7. DELEGATION

- a. Pine Point Mines
 - Jeff Hussey (Osisko Metals)
- b. Hay River Health and Social Services (30 minutes)
 - CEO Erin Griffiths and Public Administrator Brian Willows

8. ADMINISTRATIVE ENQUIRIES

9. COMMITTEE REPORTS

- a. Mayors Monthly Report for January 2019
- b. Public Works Monthly Report for January 2019
- c. Building & Development Report for January 2019
- d. Emergency Services Monthly Report for January 2019
- e. Recreation Monthly Report for January 2019
- f. Tourism & Economic Development Monthly Report for January 2019
- g. IT Report for January 2019
- h. Municipal Enforcement Monthly Report for January 2019
- i. Grant In Lieu for Figure Skating
- j. Excused Absence

10. NEW BUSINESS

- a. Excused Absence
- b. Family Support Letter of Support
- c. Mill Rate Discussion Paper – to follow
- d. Property Assessment & Taxation Act – Tax Sale Provision
- e. Pavilion Change Order

11. BYLAWS

- a. Bylaw 1811 "O" – General Plan Land Use Concept Bylaw – 3rd Reading
- b. Bylaw 1812 "V" – Building and Zoning Bylaw – 3rd Reading
- c. Bylaw 2390 Civic Holiday for Kamba Carnival – 3rd reading
- d. Bylaw 2391 Council Indemnity Bylaw – 3rd reading



12. NOTICES OF MOTIONS

13. IN CAMERA

- a. Matter on Consideration - pursuant to Cities, Towns & Villages Act, S.N.W.T. 2003
- c. 22, Section 23. (3), (e)

14. ADJOURNMENT



COUNCIL MINUTES – JANUARY 28th 2019

The Regular Meeting of Council was held on Monday, January 28th, 2018 at 6:30pm in the Council Chambers.

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

Staff: Senior Administrative Officer – Judy Goucher, Director of Protective Services – Ross Potter, Director of Recreation – Stephane Millette & Council Administrator – Stacey Barnes

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#19-029

MOVED BY: CLLR MELANSON

SECONDED BY: CLLR ANDERSON

****Amend to add 8d) Letter of Support for Dene Wellness Centre****

CARRIED

3. DECLARATION OF INTEREST

There were no declarations of interest for the Regular Meeting of Council – Monday, January 28th, 2019.

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

Cllr Dohey – Thank you to the organizers of the “Back to the Hack” bonspiel this past weekend. There were 13 teams including Mayor Jameson and SAO Goucher winning the non-competitive league.

Cllr Melanson – The Chamber of Commerce is holding their annual Gala on March 2nd at the Community Hall. Awards will be going out to Citizen of the year and the Mansell Grey award. Also, there will be an AGM coming up with nominations for a new executive.

5. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)

a) December 21st, 2018 – Recreation Board Minutes

#19-030

MOVED BY: CLLR DOHEY

SECONDED BY: CLLR CHAMBERS

CARRIED



COUNCIL MINUTES – JANUARY 28th 2019

b) January 14th, 2019 – Special Meeting of Council Minutes

#19-031

**MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR WILLOWS**

CARRIED

c) January 21st, 2019 – Regular Meeting of Council Minutes

#19-032

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR GROENEWEGEN**

CARRIED

6. **BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

7. **ADMINISTRATIVE ENQUIRIES**

SAO – Judy Goucher

- Mayor Jameson and I attended the cannabis conference in YK last week. Was very informative and brought back some good information.
- Administration is still working on the capital plan, hope to have it to Council in 2 weeks.
- MACA assessors completed the 10-year assessment, which on average has resulted in a 15% increase. There will be an open house the week of February 4th for the residents with questions to come in and ask questions from MACA representatives. The board of revision will commence if needed at a later date.
- We have hired a Human Resource Manager – Susanne Robinson from Yellowknife will be starting on February 25th.
- Strategic Planning Workshop to take place February 23 & 24. More information to follow

Director of Protective Services – Ross Potter

- Day home and Daycare inspections are going well so far with all code compliant
- Lots of occupancy permits being issued for events
- New pickup has arrived and expected to be in service mid-February

Recreation – Stephane Millette

- Janitorial contractors have started
- Winter Celebration to take place February 9th, with help from local businesses and organizations. Encourage Council and Senior Management to participate
- Hockey Tournaments are well underway – Old Timers tournament this weekend
- DJ Grad committee will be having a fundraiser this weekend during a hockey tournament



COUNCIL MINUTES – JANUARY 28th 2019

- Summer planning is starting – Met with the beautification committee, 100 trees project group and getting ready for summer student recruitment

Cllr Dohey – What are the hours of the open house for assessments?

SAO Goucher – from 9am to 7pm – Monday to Thursday, 9am to 5pm on Friday. February 4-8

Cllr Groenewegen – What is the status of hiring the Protective Services Intern position?

DPS Potter – The competition for this position closes on February 2nd

8. NEW BUSINESS

- a. RCMP Monthly Report for December 2018

RECOMMENDATION:

#19-033

MOVED BY: CLLR ANDERSON

SECONDED BY: CLLR CHAMBERS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Monthly Policing Report for December 2018 from the Hay River RCMP Detachment “G” Division Northwest Territories as presented.

CARRIED

BACKGROUND:

N/A

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

A copy of the Monthly Mayor’s Policing Reports for December 2018 from the Hay River RCMP Detachment “G” Division Northwest Territories is attached for the information of Council

Prepared by:
Stacey Barnes
Council Administrator

Reviewed by:
Judy Goucher
Senior Administrative Officer



COUNCIL MINUTES – JANUARY 28th 2019

Date: January 23rd, 2019

Date: January 23rd, 2019

B) Appointment of Auditors

RECOMMENDATION:

#19-034 **MOVED BY: CLLR DOHEY**
 SECONDED BY: CLLR MELANSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints the firm of Ashton Chartered Accountants to perform the audit of the Town of Hay River for the fiscal year ending December 31, 2018.

CARRIED

BACKGROUND:

Council is required by *Cities, Towns and Villages Act* Sec. 13(3)(d) to obtain an audited financial statement each year and submit the approved statement to the department of Municipal and Community Affairs within 120 days of the year end date which is December 31st. Ashton Chartered Accountants is a local firm who can provide this service to the Town. Administration is recommending that we ask them to prepare our audited financial statements for the year ended December 31, 2018.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

13.(3)(d) of the *Cities, Towns and Villages Act*

FINANCIAL IMPLICATIONS:

There will be no change from 2018 budget.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Ruth Boden
Director of Finance and Administration

Reviewed by:
Judy Goucher
Senior Administrative Officer



COUNCIL MINUTES – JANUARY 28th 2019

January 22, 2019

January 22, 2019

c) Caribou Unsightly Property

RECOMMENDATION:

#19-035

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR MELANSON**

THAT THE COUNCIL OF THE Town of Hay River directs Administration to develop a cleanup order for the property located at 13 Caribou Crescent, Lot 491, Plan 360 as per the Unsightly Land Bylaw 2322/GEN/13.

CARRIED

BACKGROUND:

Administration has received multiple complaints regarding the unsightliness of the property located at 13 Caribou Crescent, Lot 491, Plan 360. A complainant has indicated he will take legal action if the Town does not deal with the situation due as the unsightly property could negatively affect property values in the surrounding area.

On August 17, 2016, a development permit was signed out to install a driveway on the property which was approved by our Development Officer on August 22, 2016. Consequently, a request was put in by the property owner to install a temporary tent to store building materials for the construction of a new house on the property which was approved. No progress has been made in building a new house to date.

Of note: a development permit shall become invalid if the development has been discontinued for a period of twelve months or has not been actively carried on for a period of twelve months.

Since the approval of the temporary tent, many other items have shown up on the property which includes an old container, vehicles, trailers and more building materials which are not being held within the “temporary tent.”

The Development Officer concerned about the properties mentioned the issue to the owner and was told that a house was going to be built in the summer of 2018. No progress has happened in the construction of a home nor has there been any development permits signed out to accomplish the work.

The Bylaw Officer sent a warning letter on November 29th, 2017 asking that the property be cleaned up. Other than items moving around in the yard no progress has been made to improve the condition of the yard.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A



COUNCIL MINUTES – JANUARY 28th 2019

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaw 2322/GEN/13 Unsightly Land Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

- Send a second warning letter asking for offending materials to be removed from the property within a specified timeline.

ATTACHMENTS:

Pictures of offending property taken December 20, 2018
Copy of letter sent to the property owner
Development Officer report to Bylaw Officer
Bylaw 2322/GEN/13 Unsightly Land Bylaw

Prepared by:

Ross Potter
Director Protective Services/Fire Chief

Reviewed By:

Judy Goucher
Senior Administrative Officer

Date: January 24th, 2019

Date: January 24th, 2019

d) Letter of Support – Dene Wellness & Development Centre

RECOMMENDATION:

#19-036

MOVED BY: CLLR DUFORD

SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the Dene Wellness & Development Centre as they apply for Anti-poverty funding for the “Connecting and Supporting wellness for people, families and community in a culturally safe space in the South Slave”.

CARRIED

BACKGROUND:

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

COUNCIL POLICY / STRATEGY OR GOAL:



COUNCIL MINUTES – JANUARY 28th 2019

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Letter of support form - Dene Wellness & Development Centre

Prepared by:
Stacey Barnes
Council Administrator
January 25th, 2019

Reviewed by:
Judy Goucher
Senior Administrative Officer
January 25th, 2019

9. BYLAWS

a) Bylaw 2388 – Procurement Bylaw – Third Reading

3rd Reading

#19-037

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR ANDERSON**

CARRIED

b) Bylaw 2389 – Signing Authority Bylaw – Third Reading

1st Reading

#19-038

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR CHAMBERS**

CARRIED



COUNCIL MINUTES – JANUARY 28th 2019

c) Bylaw 2390 – Civic Holiday for Kamba Carnival – First & Second Reading

1st Reading

#19-039

**MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR DUFORD**

CARRIED

2ND Reading

#19-040

**MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR DUFORD**

CARRIED

d) Bylaw 2391 – Council Indemnity Bylaw – First & Second Reading

1st Reading

#19-041

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

CARRIED

2ND Reading

#19-042

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

CARRIED

10. NOTICES OF MOTIONS

There was no notice of motions at the Regular Meeting of Council on Monday, January 28th, 2019

11. IN CAMERA

#19-043

**MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR MELANSON**

That the Council of the Town of Hay River move to In Camera at 7:02pm.



COUNCIL MINUTES – JANUARY 28th 2019

CARRIED

#19-044

MOVED BY: CLLR DOHEY
SECONDED BY: CLLR ANDERSON

That the Council of the Town of Hay River move out of In Camera At 8:20PM.

CARRIED

12. LAND LEASE APPLICATION

#19-045

MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER rejects the request from Ron Antoine, o/a Double A Ventures, to sub-lease property within the Municipal boundaries of Hay River for a cultural retreat as there is insufficient information regarding the business plan, including engineered drawings for the site, road access, utility needs, and any other related costs. As well, the Town requires confirmation that this project does not contemplate an expenditure on behalf of the Town. The proponent may resubmit his application when the additional information is available.

CARRIED

13. ADJOURNMENT

#19-046

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 8:25pm.

CARRIED

Certified Correct as Recorded on the 28th day of January 2019.

These minutes were accepted by motion # _____.

Mayor

Senior Administrative Officer



REPORT TO COMMITTEE

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

RECOMMENDATION:

MOVED BY: CLLR DUFORD
SECONDED BY: CLLR CHAMBERS

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

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



REPORT TO COMMITTEE

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

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

COUNCIL POLICY / STRATEGY OR GOAL:

Accessible government

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Kandis Jameson
Mayor
Date: February 6th, 2019



REPORT TO COMMITTEE

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

RECOMMENDATION:

MOVED BY: CLLR GROENEWEGEN
SECONDED BY: CLLR WILLOWS

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

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



REPORT TO COMMITTEE

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

ATTACHMENTS:

N/A

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

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** February 11, 2019
DEPARTMENT: PUBLIC WORKS
SUBJECT: DEVELOPMENT AND BUILDING PERMIT REPORT

RECOMMENDATION:

MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR ANDERSON

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

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 January Development and Building Permit Report is as follows:

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

CONSIDERATIONS OR FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A



REPORT TO COMMITTEE

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

DEPARTMENT: PUBLIC WORKS

SUBJECT: DEVELOPMENT AND BUILDING PERMIT REPORT

ATTACHMENTS:

N/A

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:

MOVED BY: DEPUTY MAYOR BOUCHARD
SECONDED BY: CLLR MELANSON

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



REPORT TO COMMITTEE

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

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MONTHLY REPORT OF ACTIVITIES

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

STATISTICS

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



REPORT TO COMMITTEE

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

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MONTHLY REPORT OF ACTIVITIES

Ambulance 1	Weekly Checks
Medic 1	Weekly Checks
Pump 1	Weekly Checks
Pump 2	Weekly Checks
Pump 3	Weekly Checks
Tanker 1	Weekly Checks, repair air brakes (front lines)
Rescue 1	Weekly Checks
Rescue 2	Weekly Checks
Rescue 5	Weekly Checks

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw

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:

MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR MELANSON

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

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);



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE

DATE: February 11th, 2019

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Upcoming recreation centre special events:

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

Recreation Programming Statistics

<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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE

DATE: February 11th, 2019

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Other |

Aquatics

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

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

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

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

RECOMMENDATION:

MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR WILLOWS

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

BACKGROUND:

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

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

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

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

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

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

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

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



REPORT TO COMMITTEE

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

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

VIC January Statistics

VIC Visitors:

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

Gift Shop Sales:

Total Sales: \$9,387.50
Previous Month: \$3,350

Total Artists/Retailers: 24; Previous Month: 24

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Peter Magill
Tourism and Economic Development Coordinator

Reviewed by:
Glenn Smith
ASAO



REPORT TO COMMITTEE

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

Date: February 6, 2019

Date: February 6, 2019



REPORT TO COMMITTEE

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

DEPARTMENT: INFORMATION TECHNOLOGY

SUBJECT: MONTHLY REPORT OF ACTIVITIES

RECOMMENDATION:

MOVED BY: CLLR MELANSON
SECONDED BY: CLLR GROENEWEGEN

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Information Technology Activity Report for the month of January 2019 as presented.

BACKGROUND:

The replacement Storage Area Network has been installed and commissioned. Our contractor is currently in the process of moving all data from the old equipment over to the new, to allow for the decommissioning and removal of the obsolete hardware.

Surface Go tablets were procured for Council. The new equipment has been configured and deployed to Councillors.

Routine monthly IT activities continued as usual. This includes response/resolution of user help desk support requests, daily review of error and security logs, monthly Microsoft Security updates, Quarterly Dell firmware updates, and updates to anti-virus/malware signature files daily as released.

	<u>Jan 2019</u>	<u>Jan 2018</u>
TOTAL NETWORK DEVICES SUPPORTED	133	108
TOTAL USER WORKSTATIONS IN USE	59	55
SECURITY STATISTICS		
Website Intrusion Attempts		
Blocked	357	396
Successful	0	0
Employee Workstation Network Intrusion Activity		
Blocked	10	68
Successful	0	0

Councillor Tablet Firewall Intrusion Activity



REPORT TO COMMITTEE

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

DEPARTMENT: INFORMATION TECHNOLOGY

SUBJECT: MONTHLY REPORT OF ACTIVITIES

Blocked	72	245
Successful	0	0

SERVICE RELIABILITY (% Uptime)

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

INTERNET USAGE (Gb)

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

COUNCIL POLICY / STRATEGY OR GOAL:

To provide efficient and effective computer services to meet the Town of Hay River needs.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration Bylaw No. 2252/FIN/11

FINANCIAL IMPLICATIONS:

Per contractual agreement.

ALTERNATIVES TO RECOMMENDATIONS:



REPORT TO COMMITTEE

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

DEPARTMENT: INFORMATION TECHNOLOGY

SUBJECT: MONTHLY REPORT OF ACTIVITIES

N/A

ATTACHMENTS:

N/A

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

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



REPORT TO COMMITTEE

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

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR MELANSON

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

BACKGROUND

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

Dog Attack Complaints Received	0
Cat Attack Complaints Received	0

Number of Dogs Caught	1
Number of Cats Caught	0

Unsightly Properties: 1

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).



REPORT TO COMMITTEE

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaws as applicable

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

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

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



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:

MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR GROENEWEGEN

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

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



REPORT TO COMMITTEE

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

DEPARTMENT: RECREATION

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

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

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

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



REPORT TO COMMITTEE

COMMITTEE: COMMITTEE OF THE WHOLE **DATE:** FEBRUARY 11TH, 2019
DEPARTMENT: ADMINISTRATION
SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR DUFORD

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

BACKGROUND:

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stacey Barnes
Executive Assistant
Date: February 11th, 2019



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: February 18th, 2018

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

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

BACKGROUND:

Councillor Willows asked to be excused from the Committee of the Whole Meeting on Monday, March 4th, 2019

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Stacey Barnes

Council Administrator

Date: February 13th, 2019



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION **DATE:** FEBRUARY 18, 2019

SUBJECT: LETTER OF SUPPORT FOR THE FAMILY SUPPORT CENTRE

RECOMMENDATION:

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

BACKGROUND:

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Letter of support form – Family Support Centre

Prepared by:
Stacey Barnes
Council Administrator
February 15, 2019

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



Town of Hay River Letter of Support

Name of Group or Persons: **Family Support Centre**

Funding Program Name: **Family Violence Prevention Program**

Amount of Funding being applied for: **\$3,000,000.00**
(both Federal and Territorial Funding)

Due Date of Application: **February 13, 2019**

Brief Background of organization and funding program:

Since 2014, the Family Support Centre board of directors and staff, have worked towards building a new Shelter for women and children fleeing family violence and/or are in crisis. In July 2017, the Shelter was relocated temporarily to 99 Woodland Drive, a residence that was donated in kind by the Mayor and Town Council. In September 2018, the old shelter located at 69 Riverview Drive was demolished preparing the site for the new shelter to be built.

On Feb 12, 2019, the "Shelter Renewal Capital and Operations Business Plan" was forwarded to the GNWT for review and discussion.

We are requesting a letter of support from the Mayor and Town Council supporting this essential project.

Signature of Applicant: _____

A. U. Guala

Date: _____

Feb 14/19



REPORT TO COUNCIL

DEPARTMENT: FINANCE

DATE: 13 February 2019

SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT - TAX SALE PROVISION

RECOMMENDATION:

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

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

BACKGROUND:

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

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

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

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

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

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



REPORT TO COUNCIL

DEPARTMENT: FINANCE

DATE: 13 February 2019

SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT - TAX SALE PROVISION

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

Any person who pays the arrears of property taxes and expenses prior to commencement of the public auction may obtain a lien on the taxable property for the amount paid, if the person is other than the assessed owner and having an interest, estate, encumbrance or claim registered or filed under the Land Titles Act in or against the taxable property or a transferee of such a person.

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

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

COUNCIL POLICY / STRATEGY OR GOAL:

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

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Property Assessment and Taxation Act – Tax Sales Regulations Section 3

FINANCIAL IMPLICATIONS:

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

ALTERNATIVES TO RECOMMENDATIONS:

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



REPORT TO COUNCIL

DEPARTMENT: FINANCE

DATE: 13 February 2019

SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT - TAX SALE PROVISION

ATTACHMENTS:

Schedule "A"

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

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

Schedule "A" – 2019 Public Auction of Tax Arrears

Property Address	LOT	BLOCK	PLAN	2018 Assessment Values	Minimum Sale Price	2017 Arrears
43028 & 43026 MacKenzie Highway	79-80		38	424,900	\$212,450.00	\$15,124.68
29 B - 102 Avenue	81 Rem		38	52,400	\$26,200.00	\$1,233.20
27-28, 101 Avenue	96-97		38	107,800	\$53,900.00	\$43,500.88
9-101 Street	5	A	40	26,900	\$13,450.00	\$161.73
4-100 Street	23	A	40	26,200	\$13,100.00	\$494.13
1-100 Street	1	B	40	13,300	\$6,650.00	\$4,109.57
3-100 Street	2	B	40	13,300	\$6,650.00	\$4,109.57
Vale Island	22 Rem	B	40	28,400	\$14,200.00	\$1,119.64
3-102 Street	2	H	40	55,100	\$27,550.00	\$19,306.03
13-103 Street	7	J	41	21,200	\$10,600.00	\$606.74
14 & 16-102 Street	17 & 18	J	41	139,600	\$69,800.00	\$3,375.41
12-102 Street	19	J	41	41,800	\$20,900.00	\$1,290.72
31-103 Street	4	L	41	106,800	\$53,400.00	\$18,722.70
10-103 Street	20	M	123	114,700	\$57,350.00	\$1,408.71
23-105 Street	12	U	142	64,100	\$32,050.00	\$1,199.47
4-104 Street	23	U	142	17,500	\$8,750.00	\$6,484.76
24-105 Street	13	V	219	128,200	\$64,100.00	\$1,905.88
22-105 Street	14	V	219	95,200	\$47,600.00	\$2,030.68
8 Beaver Crescent	308		360	132,500	\$66,250.00	\$1,242.98
17 Eagle Crescent	375		360	146,400	\$73,200.00	\$2,499.90
23 Caribou Crescent	486		360	73,700	\$36,850.00	\$1,248.06
8 Taylor Place	627-4		646	80,200	\$40,100.00	\$1,726.77
24 Elm Crescent	553-12	G814	917	133,200	\$66,600.00	\$2,777.54
14 Balsam Drive	553-53	G814	917	98,400	\$49,200.00	\$1,882.75
210 Paradise Road	549-2	G814	1225	60,300	\$30,150.00	\$2,064.84
54 Industrial Drive	1441		1466	139,400	\$69,700.00	\$3,367.17
536 Paradise Road	1039		1632	24,600	\$12,300.00	\$478.66
81 Riverview Drive	1454		1638	109,600	\$54,800.00	\$2,715.73
2 Parker Place	1538		2112	183,500	\$91,750.00	\$3,774.22
13 Cranberry Crescent	1820		3925	137,600	\$68,800.00	\$103.04
48006 Back Road	1951		4177	13,100	\$6,550.00	\$151.70
43044 MacKenzie Highway	1926		4196	397,500	\$198,750.00	\$42,334.91
Total Tax Arrears to be collected						\$192,552.77



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION **DATE:** February 18, 2019

SUBJECT: Fisherman's Wharf Pavilion Project Budget Revision

RECOMMENDATION:

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

BACKGROUND:

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

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

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

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

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

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

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



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION **DATE:** February 18, 2019

SUBJECT: Fisherman's Wharf Pavilion Project Budget Revision

Administration cannot proceed with project spending without full budget approval.

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

COUNCIL POLICY / STRATEGY OR GOAL:

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

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

FINANCIAL IMPLICATIONS:

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

ALTERNATIVES TO RECOMMENDATIONS:

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

ATTACHMENTS:

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

Prepared by:

Glenn Smith
Assistant Senior Administrative Officer
February 14, 2019

Reviewed by:

Judy Goucher
SAO
February 15, 2019

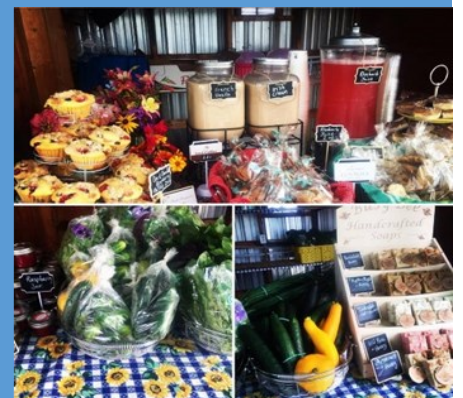
Fisherman's Wharf Pavilion and Expansion Project Variance Summary
14-Feb-19

Description	Baseline Budget	Forecast 14/02/2019	Variance	
				Reason
Design	0	\$5,000	\$5,000	
Foundation	\$86,000	\$75,000	-\$11,000	Concrete Pad Delete
Structure	\$93,620	\$188,620	\$95,000	Timber Post and Beam
Envelope	\$110,780	\$122,280	\$11,500	Add Booths
Electrical	\$13,000	\$19,000	\$6,000	Add Booths
Mechanical	\$27,000	\$41,000	\$14,000	Add Booths
Building Erection	\$70,000	\$60,000	-\$10,000	Labour in Structure
Other	\$0	\$13,000	\$13,000	Recognition
Sub Total	\$400,400	\$523,900	\$123,500	
Contingency (10%)	\$40,000	\$52,000	\$12,000	
Total	\$440,000	\$580,000	\$140,000	



SPONSORSHIP RECOGNITION AND REWARDS PACKAGE

**** **DRAFT** ****



LEGACY AT THE HUB'S WATERFRONT!

The Fishman's Wharf Pavilion will provide a permanent facility that will lengthen the season of the very popular Fisherman's Wharf market and increase vendor capacity. The Pavilion will also permit a wider variety of uses supporting tourism outfitting, the Polar Pond Hockey Tournament, outdoor programming, trail and club meeting place, festivals, events, etc.

A club membership system has been developed for the various levels of contributions made to the Fisherman's Wharf Pavilion and the recognition and rewards granted to the sponsors. Club membership recognizes both cash and in-kind donations. We are seeking involvement in the construction of a wonderful legacy at our beautiful waterfront.



Captains Club:
\$50,000+

First Mates Club:
\$25,000 - \$49,999

Fisher Club:
\$10,000 - \$24,999

Anchor Club:
\$1000 - \$9999

Friends of the Wharf:
\$500-\$999



RECOGNITION & REWARD ENTITLEMENTS

Sponsorship Level	Pavilion Naming	Wall Panels Branding	Booth Branding	Post or Beam Plaque	Site Common Signage	Pavilion Rental
Captains Club \$50,000+	Yes – Pavilion Gable	Yes	Yes	No	Yes	Unlimited Lifetime
First Mates Club \$25,000 - \$49,999	No	Yes	Yes	No	Yes	Once Per Year
Fisher Club \$10,000 - \$24,999	No	No	Yes	No	Yes	Once Per Summer
Anchor Club \$1000 - \$9999	No	No	Yes	No	Yes	Once
Friends of the Wharf \$500 - \$999	No	No	No	Yes	Yes	None

Pavilion Naming – The exclusive opportunity to name and brand the pavilion building (site will remain title “Fisherman’s Wharf”). Use your corporate brand, recognize a worthy citizen, or both. The center gable will be used to display the naming through long lasting, weather resistant material.

Wall Panels – Fire rated removable wall panels will be used to provide insulation from poor weather elements. The panels act to enclose the structure and will extend the operating season of the Wharf and permit off-season events such as the popular Polar Pond Hockey tournament. Your branding will be printed on each section of the panels.

Booth Branding – Have your corporate branding attached to local art that will be tastefully featured on the back of each booth. Billboard type signage measuring approximately 8’x4’ will showcase the beauty of Hay River.

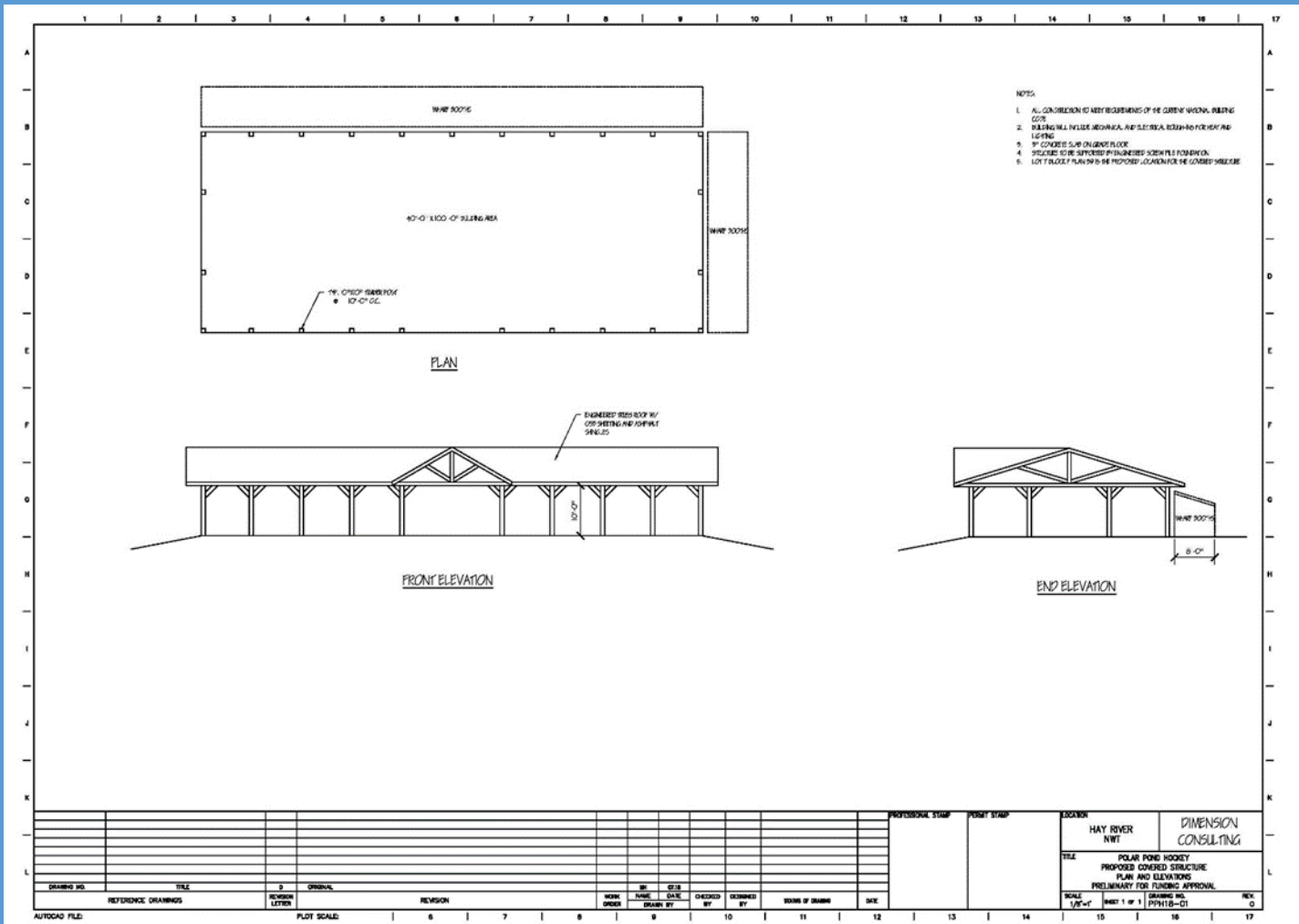
Post or Beam Plaque - The pavilion framing will be constructed of beautiful Douglas Fir timber. The opportunity to recognize your contribution will be through a plaque on one of the 8”x8” posts or beams.

Pavilion Rental – The new Fisherman’s Wharf Pavilion will permit the hosting of a wide range of events through rental from the Town of Hay River. Through your sponsorship an opportunity to have free access to the Pavilion.

IN-KIND REQUIREMENTS

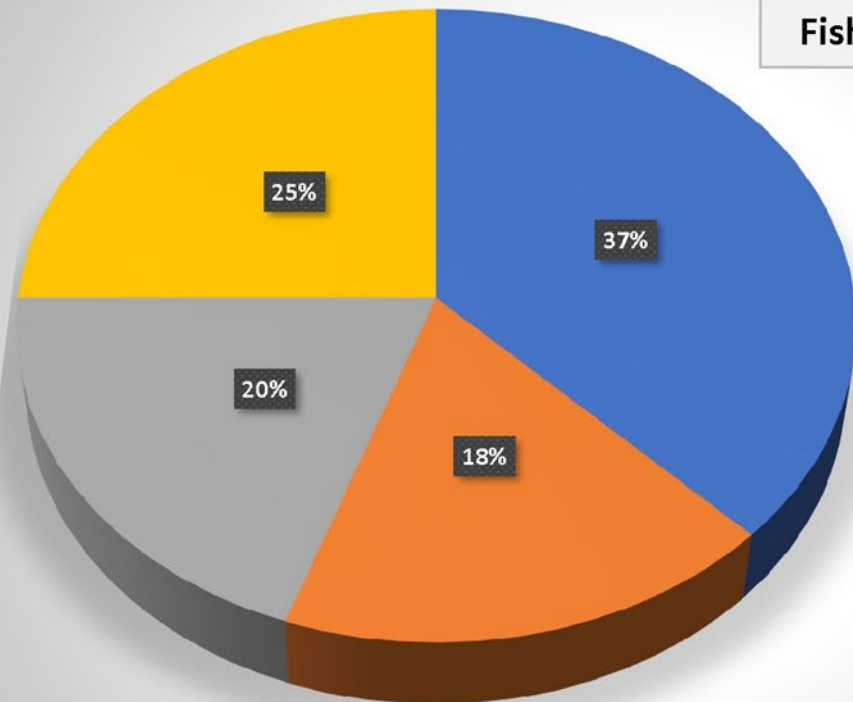
The Wharf Pavilion requires various goods and services through design and construction phases of the project. The following are examples of items needed that will be rewarded through our recognition program.

- Project Management
- Building Design
- Site Clearing
- Cranes
- Building Materials
- Roof Construction
- Roofing
- Heating System Supply
- Heating System Installation
- Electrical Supply
- Electrical Installation
- Plumbing Supply
- Plumbing Installation
- Hotel Accommodations
- Signage Design, Supply, and/or Installation



PAVILION BUDGET COMPOSITION

Fisherman's Wharf Pavilion



- CanNor \$230,000.00
- Industry Tourism & Investment \$100,000.00
- Town of Hay River \$110,000.00
- Sponsorship & Other Sources \$120,000.00

Complete Budget Projection
\$560,000.00

To sponsor or inquire please contact:

Glenn Smith
Assistant Senior Administrative Officer
867-874-6522
asao@hayriver.com



100-62 Woodland Drive, Hay River, NT X0E 1G1

BY-LAW NO. 1811 "O"

MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW of the Council of the Municipal Corporation of the Town of Hay River in the Northwest Territories, authorizing the Municipal Corporation of the Town of Hay River to amend the Town of Hay River General Plan Bylaw No. 1811.

PURSUANT TO

- a) Section 25 to 29 inclusive of the *Planning Act*, R.S.N.W.T., 1988, c. P-7;
- b) Due notice to the public, provision for inspection of this by-law and due opportunity for objections thereto to be heard, considered and determined;
- c) The approval of the Minister of Municipal and Community Affairs, certified hereunder.

WHEREAS the Municipal Corporation of the Town of Hay River has enacted General Plan Bylaw No. 1811;

AND WHEREAS the Council of the Municipal Corporation of the Town of Hay River intends to amend the General Plan Bylaw No. 1811;

NOW THEREFORE, The Council of the Municipal Corporation of the Town of Hay River, in a regular session duly assembled, hereby enacts as follows:

1. That Schedule "A" of this Bylaw is declared to form part of this Bylaw
2. That General Plan Bylaw No. 1811 of the Municipal Corporation of the Town of Hay River, is hereby amended by:
 - (a) Amending Town of Hay River General Plan Land Use Concept – Figure 1 of General Plan Bylaw No. 1811, in accordance with Schedule "A" of this Bylaw, amending Lot 7, Block F, LTO 39, from T-Transportation to P-Parks and Open Spaces.
3. That this Bylaw shall come into effect upon receiving third and final reading.

READ A FIRST TIME this 10th day of December, 2018.

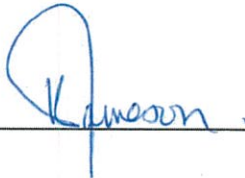
Mayor

BY-LAW NO. 1811 "O"

MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

AFTER A PUBLIC HEARING HELD ON THE 7th day of January 2019.

READ A SECOND TIME this 7th day of January 2019.



Mayor

APPROVED BY THE MINISTER OF MUNICIPAL AND COMMUNITY AFFAIRS
OF THE NORTHWEST TERRITORIES this ^{1st} day of *February*, 2019.



Minister
Municipal and Community Affairs

READ A THIRD AND FINAL this ^{10th} day of *February*, 2019.

Mayor

Senior Administrative Officer

BY-LAW NO. 1812 "V"

MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW of the Council of the Municipal Corporation of the Town of Hay River in the Northwest Territories, authorizing the Municipal Corporation of the Town of Hay River to amend the Town of Hay River Zoning and Building Bylaw No. 1812.

PURSUANT TO

- a) Section 25 to 29 inclusive of the *Planning Act*, R.S.N.W.T., 1988, c. P-7;
- b) Due notice to the public, provision for inspection of this by-law and due opportunity for objections thereto to be heard, considered and determined;
- c) The approval of the Minister of Municipal and Community Affairs, certified hereunder.

WHEREAS the Municipal Corporation of the Town of Hay River has enacted Zoning and Building Bylaw No. 1812;

AND WHEREAS the Council of the Municipal Corporation of the Town of Hay River intends to amend the Zoning and Building Bylaw No. 1812;

NOW THEREFORE, The Council of the Municipal Corporation of the Town of Hay River, in a regular session duly assembled, hereby enacts as follows:

1. That Schedule "A" of this Bylaw is declared to form part of this Bylaw
2. That Zoning and Building Bylaw No. 1812 of the Municipal Corporation of the Town of Hay River, is hereby amended by:
 - (a) Amending the Zoning Map 6 of 27 of the Zoning and Building Bylaw No. 1812, as amended, in accordance with Schedule "A" of this bylaw; amending Lot 7, Block F, LTO 39, from T-Transportation to P-Parks and Open Spaces.
3. That this Bylaw shall come into effect upon receiving third and final reading.

READ A FIRST TIME this 10th day of December 2018.



Mayor

AFTER A PUBLIC HEARING HELD ON THE 7th day of January, 2019.

READ A SECOND TIME this 7th day of January, 2019.



Mayor

READ A THIRD AND FINAL this _____ day of _____, 2019.

Mayor

Senior Administrative Officer

BY-LAW NO. 2390/GEN/19
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

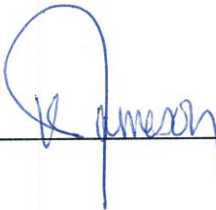
A **BY-LAW** of the Municipal Corporation of the Town of Hay River in the Northwest Territories to declare a one-half day civic holiday pursuant to the Cities, Towns and Villages Act, S.N.W.T. 2003, c.22, Section 70.

WHERE AS the Municipal Corporation of the Town of Hay River desires to declare a ½ day civic holiday in the municipality for the purpose of recognizing the 37th Annual K'amba Carnival Celebration.

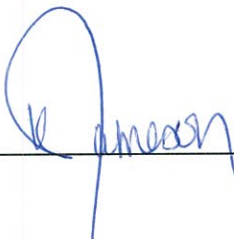
NOW THEREFORE the Council of the Town of Hay River, in session duly assembled enacts as follows:

1. That a one-half day Civic Holiday be declared in recognition of the 37th Annual K'amba Carnival celebrations commencing at 12:00 o'clock noon on Friday, March 1st, 2019.

READ A FIRST TIME this 21st day of January 2019.

Mayor 

READ A SECOND TIME this 21st day of January 2019.

Mayor 

READ A THIRD AND FINAL TIME this day of , 2019.

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the CITIES, TOWNS AND VILLAGES ACT, S.N.W.T. 2003, C.22, s70 and the bylaws of the Municipal Corporation of the Town of Hay River on this day of 2019.

Senior Administrative Officer

**TOWN OF HAY RIVER
BY-LAW NO. 2391**

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES TO PROVIDE INDEMNITIES AND ALLOWANCES TO MEMBERS OF COUNCIL.

WHEREAS pursuant to Section 102 and Section 165 of the *Cities, Towns and Villages Act S.N.W.T. 2003, c. 22.*

AND WHEREAS Council deems it desirable and appropriate to establish indemnities for Council Members attending meetings of council and committee and allowances for Council Members conducting Council approved business in and away from the community.

NOW THEREFORE that the Council of the Municipal Corporation of the Town of Hay River in session duly assembled enacts as follows:

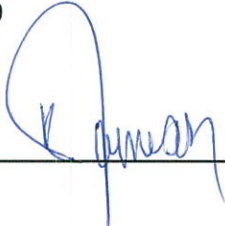
1. Repeal

- a) Schedule "A" of By-Law No. 2158/LEG/13 is hereby repealed in its entirety and replaced by By-Law No. 2391, Schedule "A" Rates Annual Indemnities and Allowances, attached to and forming part of the By-Law.

2. Effect

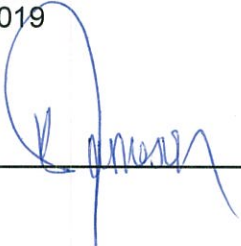
- a) This by-law shall take effect on the date that this by-law receives third and final reading.

READ A FIRST TIME this 21st day of January 2019



Mayor

READ A SECOND TIME this 21st day of January 2019



Mayor

READ A THIRD AND FINAL TIME this day of, 2019.

Mayor

**TOWN OF HAY RIVER
BY-LAW NO. 2391**

CERTIFIED that this by-law has been made in accordance with the requirements of the Cities, Towns and Villages Act S.N.W.T. 2003, c.22. s.102 and s.165 and the by-law of the Municipal Corporation of the Town of Hay River.

This day of , 2019.

Senior Administrative Officer

**TOWN OF HAY RIVER
BY-LAW NO. 2391**

Schedule "A"
Rates Annual Indemnities and Allowances

Annual Indemnity	2019
Mayor	\$ 48,507.00
Deputy Mayor	\$ 13,727.00
Acting Mayor	\$ 10,977.00
Councillors	\$ 10,977.00

Honorarium	2019
	\$ 188.56

Duty Travel Rates

Duty Travel Rates for Council shall be based on the Government of the Northwest Territories Duty Travel Rates which are reviewed four times a year January 1st, April 1st, July 1st and October 1st.