



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. Public Works Monthly Report for April 2019 – page 2-3
- b. Building & Development Report for April 2019 – page 4-5
- c. Emergency Services Monthly Report for April 2019 – page 6-9
- d. Municipal Enforcement Report for April 2019 – page 10-12
- e. Recreation Monthly Report for April 2019 – page 13-17
- f. Mill Rate Discussion Report (to follow on Monday)

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: STANDING COMMITTEE OF COUNCIL **DATE:** MAY 7, 2019
DEPARTMENT: PUBLIC WORKS
SUBJECT: MONTHLY REPORT FOR APRIL 2019

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for April 2019

BACKGROUND:

-Daily Operation and Inspections of:

Water Treatment Plant
Sewage Lift Stations
Sewage Lagoon
Water Reservoir
Landfill

-Prep and service of summer equipment

-Sewer flushing of troubled areas

-Culvert and Storm Sewer thawing and cleaning

-Manhole and pipe inspections for sewer lining work this summer

-Road Grading and Street Sweeping

-Clean out Industrial and Old Town ditches

-Removal of Leachate from Landfill (450cu.m)

-Weekly Sampling of remaining ponds at the Landfill

-Ongoing discussion and recommendations from The Department of Environment and Natural Resources with regards to the Landfill Fire

-Award of Water License Renewal RFP (April 30th)

-Interim Closure and Reclamation Plan as well as Drainage Study submitted to the Mackenzie Valley Land and Water Board for review (April 15th)

-Finalize Caribou Cres specifications and drawings

-Re-assessment and appraisals of 5 residential properties in Old Town to add to available inventory

-Re-assessment and appraisals of 7 Industrial properties in Industrial Area to add to available inventory

-Review and site visits with NWTEL representative in regard to the New Fiber Line Installations this summer

COUNCIL POLICY / STRATEGY OR GOAL:

N/A



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** MAY 7, 2019

DEPARTMENT: PUBLIC WORKS

SUBJECT: MONTHLY REPORT FOR APRIL 2019

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Mackenzie Valley Land and Water Board Town of hay River License #MV2009L3-0005
- Environment and Natural Resources Waste Management Guidelines
- Bylaw-1574/GEN/16 Town of Hay River Purchasing Policy

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Earle Dumas
Director of Projects and Planning
Date: May 2nd, 2019

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: May 2nd, 2019



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** May 7, 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 April 2019.

BACKGROUND:

SUMMARY

- 9 Development Permits have been approved for April 2019. In the month of April 2018, we had 5 Development Permits and 2 Building Permit signed out.

Background

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

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
April 2/19	DH19-015	5 Riverbend Road	A's Cleaning Services (Cleaning)
April 8/19	DH19-016	12 Woodland Drive	Focused Psychological Services (Psychological Assessments and Consultations)
April 9/19	D19-017	71 Woodland Drive	Temporary Fence in rear of Northwestel yard for Fiber Optics Staging Area Storage for underground installation throughout the Town.
April 12/19	D19-018	1 Lepine Street	Open New "Yuki Restaurant" in old M&M Bakery Building
April 16/19	DH19-020	25 Riverview Drive	True North Counselling and Consulting Services (Psychologist Private Practice)
April 18/19	D19-021	14 Cedar Road	New Deck and stairs for access to the front of House
April 23/19	DH19-022	35032 Mackenzie Highway	Best of You (Cosmetic Medicine)
April 25/19	DH19-023	4 Wright Crescent	Daniel Pekar Studios (Photography and Art Sales)
Mar 26/19	D19-012	Lots 1664 & 1665 Capital Drive	44 Suite Apartment Building C/W Underground Parking



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DEPARTMENT: PUBLIC WORKS
SUBJECT: DEVELOPMENT AND BUILDING PERMIT REPORT

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

CONSIDERATIONS OR FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Randy Froese
Development Officer
Date: May 01, 2019

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: May 01, 2019



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** May 7, 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 April 2019 as presented.

BACKGROUND:

Summary:

The major focus for the Protective Services Department this month was annual Breakup activities. The first trip south to check water levels and snow load was April 10th (a couple days earlier than normal). The trip revealed that there was very little snow anywhere along the water shed. The Chinchaga was still frozen at that time, but it appeared like the first breaking happened later that day according to Environment Canada water level gauges.

The setup of equipment above the falls, Paradise Valley and the West Channel bridge was completed, and all gauges worked well throughout the breakup period. Breakup went very well due to the very low water levels and the extreme heat that we experienced in March. Breakup was considered complete sometime during the night on April 21st, the earliest recorded in what records we have on file.

NFPA 1001 training continued throughout the month and we dealt with the following subject matter: Forcible Entry and Ladders and skills refresher on all other topics covered up until now. First set of exams were written by the students and marks ranged from the high 80's to mid 90 percentile. Great work by the instructors and students.

Engine 3 has been out of service since the landfill fire due to some pump issues. The unit worked very hard for pretty much a month straight, so we expected that there would be some damages. The biggest issue is getting parts for the truck which is now 15 years old. We expect to see the unit back in service sometime during the first week of May.

Fire Extinguisher training was done with the Hospital Staff. The session went very well, and we were able to talk about some Fire Prevention issues both on a business front and most importantly in their homes. We will be doing several courses with the hospital staff in the future to get them all trained on Portable Fire Extinguishers.



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DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MONTHLY REPORT OF ACTIVITIES

We ran a Fire Drill for the Northwest Territories Power Corporation this month and the staff and safety personnel did an awesome job getting out of the building in just over 2 minutes. All paperwork and staffing checks were spot on.

Our medical crews also assisted ENR with their annual fitness testing in Hay River by doing blood pressures to ensure that their staff were fit enough to do the test. We also provide medical support in the event that someone goes down during the testing. Two HRFD members challenged the fitness test and both passed the national requirements.

The Request for Proposals went out for the Training Room for the Emergency Response Training facility. The RFP closes on May 3rd, 2019 and we have until August 31, 2019 to complete the project using insurance proceeds.

Meetings:

- Senior Management Meeting
- Committee Meeting
- Council Meeting
- Parkland Dispatch Meeting
- Strathcona Dispatch Meeting
- JOH&S Meeting
- TERC Meeting
- EMO Volunteer Meeting
- Training School Site Meeting
- Fire Marshal Meeting – Highrise
- NWT Fire Chief’s Meeting

During the month of April 474 paid on-call hours were served by the members of the HRFD for a year to date total of 3,262.5 hours.

STATISTICS

	APRIL 2017	APRIL 2018	APRIL 2019	APRIL 2017 YTD	APRIL 2018 YTD	APRIL 2019 YTD
Patient Transfers	21	2	7	58	40	40
Medical Emergency Local	18	15	16	55	53	53



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL DATE: May 7, 2019
 DEPARTMENT: PROTECTIVE SERVICES
 SUBJECT: MONTHLY REPORT OF ACTIVITIES

Medical Emergency Reserve	0	2	1	5	10	6
Medical Emergency Highway	0	0	0	3	3	0
Medical Emergency Out of Town Patients	2	0	1	7	9	4
Body Transfer	0	1	1	4	4	3
Fires & Rescues	0	5	1	9	13	6
False Alarms	2	2	1	11	8	6
Training	4	4	5	17	17	17
Special Training	0	0	1	4	12	2
Maintenance	4	4	6	19	15	15
Fire Permits	0	0	3	0	0	4
Fireworks Permits	0	0	0	2	2	0
Public Safety	4	3	5	9	5	7
Inspections	3	13	12	15	25	45

MAINTENANCE

Ambulance 1	Weekly Checks
Medic 1	Weekly Checks
Engine 1	Weekly Checks
Engine 2	Weekly Checks
Engine 3	Out of Service Due to Pump Issues – waiting for parts.
Tender 1	Weekly Checks, Full Service
Rescue 1	Weekly Checks, Full Service, Repair Rear Step
Rescue 2	Weekly Checks,



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Rescue 5	Weekly Checks,
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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:

N/A

Prepared by:
Ross Potter
Director Protective Services/Fire Chief
Date: May 1, 2019

Reviewed By:
Judy Goucher
Senior Administrative Officer
Date: May 2, 2019



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL

DATE: MAY 7, 2019

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

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

BACKGROUND

Date:	Time:	Complaint	Action
01/04/2019		Dog Bite	Called complainant for a better description of the dog, canvased the area and I was unable to find the animal in question
02/04/2019		Dog Bite	The dog bit the complainant when she reached into the house to give a package to the child in the house. Dog nipped at the complainant. Warning given to the dog owner and the dog owner was informed to keep dog quarantined for the ten-day observation period.
04/04/2019		A vehicle parked in the fire lane	There was no fire lane in the area. The owner was contacted to remove vehicles off of the private property
04/04/2019		A vehicle parked in the fire lane	There was no fire lane in the area. The owner was contacted to remove vehicles off of the private property
08/04/2019	10:00	Dog aggressive to kids	Spoke to owner of the dog and gave warning that it needs to be tied up.
08/04/2019	10:00	Loose dog by Rooster	Patrolled area and was unable to find the dog in question.



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DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

Dog Attack Complaints Received	3
Cat Attack Complaints Received	0

Number of Dogs Caught	0
Number of Cats Caught	0

Unsightly Properties: 1

We now have a Protective Services Specialist, Kirsten Fischer started with the Town of Hay River on April 29th, 2019. Kirsten is presently taking all of the safety courses required and has also begun daily patrols.

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaws as applicable

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** MAY 7, 2019

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

Prepared by:
Ross Potter
Director, Protective Services
Date: May 1, 2019

Reviewed By:
Judy Goucher
Senior Administrative Officer
Date: May 2, 2019



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** May 7, 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 April 2019 as presented

BACKGROUND:

The Recreation Department is getting ready for Summer! Great ideas and big plans are on the horizon.

Nicole Lee Mitchell joined the team on April 29th, for an eight-month term as Recreation Programmer. The main goal of this position is for the Recreation Department to develop and deliver more programming during peak hours, when certain demographic groups are most available and interested in recreation and leisure programming. Nicole joins the Recreation Department with experience, skills, knowledge and enthusiasm that will surely get us to that goal.

Summer student hires are almost complete. All seven Parks and Maintenance summer student positions have been filled and three Summer Heat Play Leaders have been hired. Potential candidates have been identified and the remaining positions (Summer Heat Play Leader and 2 Summer Lifeguards) should be filled shortly.

The Director of Recreation and ASAO have been working with legal council to develop policy and procedure to address inclusivity and accessibility needs identified by members of the LGBTQ+ community. Internal policy and procedure have been communicated to staff, with possible recommendations to follow for the Policy Committee.

Finally, several meetings have occurred with community partners to prepare summer special events such as the RCMP Musical Ride, Trans Canada Trail Upgrades, Skate Park Completion, Slo-Pitch and Fast-Pitch user groups, renewal of Old Town Mowing contract, etc.

Recreational Programming

The walking track and arena ice surface hours were changed to better reflect Spring and Summer operations. The arena ice surface currently allows for drop in ball hockey times and school/private rental availability. Daytime use of the walking track remains consistent but surely slower than winter months. Table tennis use has slowed, but our new air hockey table was very popular with youth in April.

Weekly programming was reduced in April to allow for transition to Spring and Summer activities. 2 sets of fitness classes are ongoing, as well as an older adults craft group. Special event yoga and relaxation activities were also held in April, along with regular rentals from youth groups like Growing Together and schools.



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DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Recreation Programming Statistics

<i>Regular programs:</i>	February		March		April	
	2018	2019	2018	2019	2018	2019
<i>Walking Track</i>	-	569	-	552	-	220
<i>Table Tennis Drop-in</i>	-	142	-	28	-	8
<i>Air Hockey Drop-in</i>	-	-	-	-	-	51
<i>Circuit fitness classes</i>	-	40	-	-	-	12
<i>Spin Bike Classes</i>	-	-	-	-	-	10
<i>Jr afterschool (5-7yrs)</i>	-	n/a	-	32	-	-
<i>Seniors Walking</i>	-	20	-	24	-	-
<i>Seniors Craft Club</i>	-	30	-	32	-	16
<i>PHAB</i>	-	40	-	40	-	-
<i>Gym – Harry Camsell</i>	-	16	-	30	-	20
<i>Public skating</i>	-	80	-	38	-	n/a
<i>JR Shinny hockey</i>	-	3	-	9	-	50
<i>SR shinny hockey</i>		10		6	-	64

<i>Rental hall usage:</i>	Community Hall	Multipurpose Room	Doug W. Hall
<i>TOHR special events</i>	-	2	1
<i>TOHR meetings or training</i>	-	Daily TOHR Programming	1
<i>Corporate or private rentals</i>	1	-	3
<i>Non-profit organization</i>	3	2	5
<i>Birthday celebrations</i>	2	5	-
<i>Other</i>	-	-	-

Aquatics

Winter swimming lesson sets were completed in early April, in perfect timing for Spring Break. Programming was reduced during Spring Break. Though there were open swims daily, attendance was surprisingly low at times. Advertising and registration for spring swimming lesson sets closed on April 30th. Lessons started on May 1st and will continue for the usual 8 weeks block.

It appears that last year's Arctic Winter Games inflated 2018 numbers for March and negated the effect that Spring Break family trips have on pool revenue. Adult Swim times continue to be fairly well attended, particularly Aquafit which has consistent attendance in the afternoons. There appears to be a need to train staff to provide further Aquafit classes in the evenings.



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SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

With that said, there is concern that low attendance might also be caused by unforeseen pool closures and an ongoing staff shortage.

To address staffing and improve programming, we've included a Junior Lifeguard Club in the coming Spring lesson sets. Recruitment and training are also ongoing. Interviews were conducted mid-April with one new hire confirmed and two more likely to be confirmed. The Aquatics Supervisor is also scheduling National Lifesaving Society training to ensure full certification to five Jr Lifeguards that are now eligible.

The Aquatic Centre accommodated more training courses for the Marine Training Centre that they are offering to outlying communities across the North. Group Swimming Lessons are also offered to outlying communities and local daycare and youth organizations.

Regular programming includes:

- Early bird lane swim (4 days/week);
- Aquafit adult classes (twice weekly);
- Open Swim Times (daily)
- School group availabilities (7 blocks per week);
- Evening Adult swim (3 days/week);
- Birthday Party Availability (4 blocks per weekend);
- Family Swim Times (one/week);
- Swim lessons (Wednesday and Saturday mornings)

Department Statistics

<i>Pool Attendance:</i>	February		March		April	
	2018	2019	2018	2019	2018	2019
<i>Birthday parties</i>	2	3	5	11	5	3
<i>Aquafit</i>	28	0	20	36	32	11
<i>School groups</i>	129	0	111	119	103	145
<i>General</i>	1268	0	1661	908	1350	899

<i>Aquatic Revenue:</i>	February		March		April	
	2018	2019	2018	2019	2018	2019
<i>Admissions</i>	\$3242.29	599.23	3773.36	1700.21	3566.19	1838.87
<i>Kids Lessons</i>	\$519.25	404.00	1893.25	239.00	1101.57	668.25
<i>Adult Lessons</i>	\$53.25	0.00	71.00	65.98	132.50	390.50
<i>Miscellaneous</i>	\$141.83	34.49	401.09	134.10	245.39	293.98
<i>Hourly Rental</i>	\$137.14	137.14	342.85	754.27	342	205.71



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COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** May 7, 2019
DEPARTMENT: RECREATION & COMMUNITY SERVICES
SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Facilities and Maintenance

The HR Recreation Centre hosted the HRFSC's annual skating carnival as the last event on the ice surface on April 6th. The curling club also hosted its final bonspiel on the same weekend. The ice plant was shut off following those events. Using ice chippers, bobcat, our tractor and all maintenance staff, the ice and water was removed in a timely manner. Cimco was on site for plant shut down and provided a short list of minor maintenance issues to be address in the off season.

Following the removal of the ice, work has begun to prepare for the spring\summer months. Maintenance staff have been cleaning up the shop and recreation department yard, as well tuning up the summer equipment.

Staff have also begun work on the parks and fields around town. Inspections are ongoing and action item lists are being complied. New garbage cans have bee deployed around town and they look very good.

- Janitorial contract ongoing with positive feedback from contractor and TOHR staff;
- Some warranty items addressed by Clark Builders' labourer and subcontractors;
- City Reporter Software training for Maintenance Supervisor and Director of Recreation;
- Planning and preparations continue for RCMP Musical Ride;
- Regular checks clean up and emptying of garbage cans on TOHR property;
- Seasonal inspections clean up and removal of graffiti at skate park;
- Addition of parking barriers at skate park to prevent car and truck traffic;
- Relocated equipment and assets to rec yard (from old firehall, old town rink, etc.)
- Installation of TVs in Community Hall and Multipurpose Rooms;
- Arena ice surface annual maintenance and repairs;
- Mud and tape damaged walls in Recreation Centre hallways and rental rooms;

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** May 7, 2019

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

ATTACHMENTS:

N/A

Prepared by:
Stephane Millette
Director Recreation and Community Services
Date: May 2, 2019

Reviewed by:
Judy Goucher
SAO
Date: May 2, 2019