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## AGENDA

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### PUBLIC INPUT

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. DECLARATION OF INTEREST
4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS
5. MINUTES
  - a. Regular Meeting of Council – June 8<sup>th</sup> – page 2-36
6. ADMINISTRATIVE ENQUIRIES
7. NEW BUSINESS
  - a. Tourism and Economic Development Report for June– page 37-43
  - b. Municipal Enforcement Monthly Report for June – page 44-48
  - c. Public Works Monthly Report for June – page 49-53
  - d. Recreation Monthly Report for June – page 54-59
  - e. Emergency Services Monthly Report for June – page 60-63
  - f. ICIP Agreement – Community Roads Upgrade – page 64-65
  - g. Tender Award for Backhoe – page 66-67
8. IN CAMERA
  - a. **Matters under Consideration** - pursuant to Cities, Towns & Villages Act, S.N.W.T. 2003 c. 22, Section 23. (3), (e)
9. ADJOURNMENT



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

The Regular Meeting of Council was held on Tuesday, June 8<sup>th</sup>, 2021 at 6:30pm By Video Conference Call

Present: Mayor Kandis Jameson, Deputy Mayor Bouchard, Councilors Duford, Duford, Anderson, Chambers and Groenewegen

Staff: SAO – Glenn Smith, Director of Public Works – Mike Auge, Director of Finance - Sam Mugford, Director of Recreation – Stephane Millette, Director of Protective Services – Travis Wright & 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**

**#21-168**

**MOVED BY CLLR DUFORD**

**SECONDED BY: CLLR CHAMBERS**

Add Excused Absence for Cllr Willows 7i)

**3. DECLARATION OF INTEREST**

Deputy Mayor Bouchard declared an interest in item 7i) Asset Disposal

**4. ANNOUNCEMENTS, AWARDS & PRESENTATIONS**

Mayor Jameson – Press Release was issued naming MLA Thompson as the New Minister for MACA

SAO Smith – The Town of Hay River lowered the flags given the recent news of the Residential School news

SAO Smith – Thank you to Paul Bickford for all the years covering the news in Town, he is in his final week of work. Was a pleasure to work with you.

**5. ADOPTION OF MINUTES**

a. Regular Meeting of Council – May 11<sup>th</sup>, 2021

**#21-169**

**MOVED BY: CLLR DOHEY**

**SECONDED BY: CLLR DUFORD**

**CARRIED**

**5. ADMINISTRATIVE ENQUIRIES**

Director of Finance – Sam Mugford

- Property Tax auction on June 10, Registration form available at the Town office, and the office will be open from 8:30-5pm
- Levied property taxes in May, mailed out and due on July 31<sup>st</sup>
- Increase in utility was advertised in May bills and reference on the website
- Will be presenting the 2020 audited financial statements this evening
- Mill Rate Bylaw is on the agenda for tonight



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

Director of Protective Services - Travis Wright

- Phase 1 of 1001 testing completed
- Patterson road was a structure fire last week, thank you to Northland Utilities, Stittcho Propane and Keiths Water Service for their help
- Working on safety training for Town staff

Director of Recreation – Stephane Millette

- Community Centre remains busy including the drop-in sports, after school programs and swimming lessons
- Summer Heat registration is almost full
- New partnership with gymnastics on the curling rink surface in place
- Increase in occupancy at the community centre, lane swim, shower etc
- New Recreation Programmer has been hired – Courtney Fraser
- Summer Student hires have been completed
- Green spaces are in use for minor ball, slo-pitch and fast ball
- Community litter pickup has started and mowing of green spaces
- Pavilion opened last week
- June 15<sup>th</sup> Porritt Landing officially opens for the season
- Flower planters and baskets will be out next week
- Retaining wall work at Porritt Landing is ongoing after the damage from breakup

SAO Smith – Canada Day activity planning is underway

SAO Smith – Great editorial in the hub last week around Recreation

Director of Public Works – Mike Auge

- Curbside cleanup should be wrapped up this week
- Capital projects are starting – Caribou curbs and gutters, Riverview Drive and Beaver Crescent and the lift station
- Tender for a new backhoe is out
- New General Foreman arrived in Hay River today

Deputy Mayor Bouchard – There is major potholes in the Riverview Drive area and very rough roads and some roads have sank, can we commit a crew to fix them

SAO – Glenn Smith

- Foreman in town so he will have a work plan while in quarantine
- Scheduling Human Resource Manager interviews
- Trucked Water contract is moving to RFP this year
- Vaccine promotion funding application submitted
- FCM application for asset management – more information is required
- Family Support Centre lease expires at the end of the month, request to extend will be coming to Council
- Fees and Chargers bylaw will be coming next week to Council
- NWT Housing - develop public housing duplex – Zoning communications
- Consulted the Indigenous Governments regarding the Vale Island lots, heard back from KFN
- Metis Trail partnership is no longer going ahead



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

### 7. NEW BUSINESS

#### a. 2020 Audited Financial Statements

#### RECOMMENDATION:

#21-170

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2020 Audited Financial Statements and the allocation to capital reserves as recommended by the Finance Committee.**

**CARRIED**

#### BACKGROUND:

In accordance with the *Cities, Towns and Villages Act* and our funding sources from other levels of government and our financial services provider the Town is required to have an annual audit of the financial statements.

On May 31, 2021, Sam Mugford, CPA, CA (Director of Finance) presented draft financial statements to the Finance Committee. At that meeting the Finance Committee recommended that the 2020 Audited Financial Statements be brought forward to Council for approval. Furthermore, the Finance Committee supported the allocation of operational surplus to reserves. Reserves allocated will be vital in supporting the Town's future capital expenditures for municipal and utility infrastructure.

#### **Results from Operations**

In the 2020 fiscal year, the community recorded an operating surplus of \$193,013 before net government transfers. Reserves were increased by \$3.55M, calculated from taking the surplus before capital revenue and adding back amortization expense.

Revenues excluding capital transfers decreased from 2019 by \$576,214 due to lower sale of service (recreation center closure), lower water sales, and lower revenue from own sources.

Expenses decreased significantly from 2019. Areas of significant reduction include Environmental and Public Health (dump fire costs in 2019), recreation (rec center closure due to COVID-19), and fiscal and valuation.

Financial assets were \$2.72M higher in 2020 than 2019, due primarily to higher cash level resulting from lower than budgeted spending, and an increase in receivables relating to capital contribution agreements. Liabilities decreased by \$1.1M due to a significant reduction in accounts payable, continued reductions in long term debt, offset by an increase in deferred contributions.

#### **Reserve Allocation**

Reserves were consolidated in accordance with the Town's Financial Administration Bylaw in 2020. This eliminated reserve accounts which were no longer deemed necessary and consolidated their balances in the remaining reserves. Interest was allocated on a prorated basis.



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

For 2020, the reserve allocation was as follows:

- Recreation Infrastructure – Increase of \$150k
- Landfill – Increase of \$100k
- Utility Infrastructure – Increase of \$1M
- Municipal Infrastructure – Increase of \$2.3M

### COUNCIL POLICY / STRATEGY OR GOAL:

Fiscal responsibility and transparency

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

Cities, Towns and Villages Act

### FINANCIAL IMPLICATIONS:

Audited Financial Statements are approved by Council

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

Draft 2020 Audited Financial Statements

**Prepared by:**  
Sam Mugford, CPA, CA  
Director of Finance  
June 4, 2021

**Reviewed by:**  
Glenn Smith  
Senior Administrative Officer  
June 4, 2021

b. 2021 Q1 Capital Update

### RECOMMENDATION:

#21-171

**MOVED BY: CLLR DUFORD**  
**SECONDED BY: CLLR GROENEWEGEN**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the Q1 Report on Capital as presented as recommended by the Finance Committee.**

**CARRIED**

### BACKGROUND:

As at March 31, 2021 the Town of Hay River has spent \$383,417 on capital. Significant changes as at Q1 are summarized below:

- Wharf Pavilion
  - \$53k in additional funded spend. Project completed in March 2021.



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

- Rec Center External display
  - Project deferred until 2022.
- Dog Park
  - \$16k reduction with dollars allocated to small cap – aquatics for LED light conversion.
- Porritt Landing Marina Enhancements
  - Anticipated additional spend in 2021 of \$197k. The majority of this is due to additional funding identified (\$120k), and moving forward budget from future years (\$77k)
- Children's Activity Center
  - Increase by \$18k to reflect additional third party funding received.
- Multipurpose Fitness Equipment
  - Reduced by \$14k
- Small Cap – Facilities and parks
  - Increased by \$15k due to increased CANNOR funding
- Wayfinder Signage and Electronic Tourism Platform
  - Partial deferral to 2022 due to timing of funding.
- Fraser Place
  - Forecasting a reduction of \$1.8M in 2021 spend due to the timing of when work is anticipated to completed. This budget will be deferred until 2022.
- Riverview Drive and Beaver Crescent Road, Water, Sewer and Drainage replacement
  - Shift \$600k forward from 2022 capital budget to 2021 for each of these projects (total of \$1.2M additional spend in 2021, no additional spend anticipated overall). This change is due to the anticipated timing of when that portion of the work will be completed.
- Ambulance replacement
  - Spend was anticipated for 2020 but was late. Invoice to be received in Q2 2021.

A more robust capital report will be provided for the period ending June 30, 2020 (Q2 update).

### COUNCIL POLICY/STRATEGY OR GOAL:

N/A

### APPLICABLE LEGISLATION, BYLAWS OR STUDIES:

Bylaw #1574/GEN/16 Property Procedures and Procurement Bylaw

### FINANCIAL IMPLICATIONS:

Change in timing of capital work between fiscal years. Additional funding identified on some projects previously approved. No additional draws on reserves identified.

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

March (Q1) 2021 Capital Report



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

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Submitted by:

Reviewed by:

Sam Mugford, CPA, CA  
Director of Finance and Administration  
June 4, 2021

Glenn Smith  
Senior Administrative Officer  
June 4, 2021

c. 2021 Q1 O&M Update

**RECOMMENDATION:**

#21-172                      **MOVED BY: CLLR CHAMBERS**  
**SECONDED BY: CLLR DUFORD**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the Q1 Report on O&M as presented as recommended by the Finance Committee.**

**CARRIED**

**BACKGROUND:**

As at March 31, 2021 the Town of Hay River has incurred a deficit of \$360,801, which is \$781,596 less than the budgeted deficit of \$1,142,397.

Administration is providing no forecast revisions at this point in time but will provide a detailed update as part of the Q2 update anticipated to be provided to Council in August.

**COUNCIL POLICY/STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS OR STUDIES:**

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

March (Q1) 2021 O&M Report

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Submitted by:

Reviewed by:



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

Sam Mugford, CPA, CA  
Director of Finance and Administration  
June 4, 2021

Glenn Smith  
Senior Administrative Officer  
June 4, 2021

d. Tourism and Economic Development Report for May

### RECOMMENDATION:

#21-173                      **MOVE BY: CLLR GROENEWEGEN**  
**SECONDED BY: CLLR DUFORD**

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

**CARRIED**

### BACKGROUND:

#### Tourism Activity:

- Visitor numbers have remained low with the border remaining closed, the VIC closed on weekends, and few events happening in May.
- Back page of upcoming June/July *Up Here Magazine* will continue to promote *Hay-Cation* ideas to *Staycation* visitors from the surrounding regions and keep Hay River top-of-mind for subscribers in other provinces to plan a *Hay-Cation* when the borders open to national travel - paid via the Tourism & Economic Development marketing budget.
- *South Slave Golf Getaway* 4-day itinerary package was created in partnership with Fort Smith for the Spectacular NWT and NNSL *Staycation* contest. The winner receives a \$10,000.00 package in a region of their choice. Winners will be announced in August.
- *Hay-Cation* radio advertisements on True North FM Radio have been delayed due to the virus outbreak in Yellowknife. Radio advertisements will begin in June for a two-week rotation. Initiative paid from Tourism & Economic Development budget, with possible NWT Tourism partnership to extend duration of promotion.
- Working with THR agency of record on several products: *Wayfinding Signage Plan* approved through ITI Tourism Product Diversification Marketing Program (TPDMP). *Daytrip* and *Attractions* flat sheets approved in the *Expanding Community Tourism Platform* CanNor funding.
- NWT Parks statistics were received for permit sales at the Hay River Territorial Park and Twin Falls Gorge – Louise Falls Campground for 2019 and 2020. The statistics show a marked increase in 2020 of North Slave residents coming to the South Slave Region for a Staycation (Hay-Cation) during the summer months – see table and summary below.
  - **2019 Statistical Summary**
    - Hay River Territorial Park – 148
      - **29% increase from 2018 in out of region permit sales**
    - Twin Falls Gorge Louise Falls Campground – 118
      - **65% increase from 2018 in out of region permit sales**

#### 2020 Statistics Summary

- Hay River Territorial Park – 367
  - **127% increase from 2019 in out of region permit sales**
- Twin Falls Gorge Louise Falls Campground – 158
  - **39% increase from 2019 in out of region permit sales**





# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

## 2020 VS. 2019 PERMITS SOLD TO NWT RESIDENTS - IN-REGION AND OUT-OF-REGION

Campgrounds: Hay River and Twin Falls Gorge - Louise Falls

2020 PERMITS	Total # Permits by NWT Residents	Where do the NWT Residents Live?					Total # Permits by NWT Residents	# Permits Sold to In-Region Residents	# Permits Sold to Out-of-Region Residents	% Permits Sold to In-Region Residents	% Permits Sold to Out-of-Region Residents	Change versus 2019 (All Permits Sold to NT residents)	Change versus 2019 (Permits Sold to NT Residents who live outside of Park region)
		Beaufort		North Slave		South Slave							
		Delta	Dehcho	Slave	Slave	Sahtu							
Hay River Territorial Park	827	0	28	367	430	2	827	430	397	52%	48%	38%	127%
Twin Falls Gorge - Louise Falls Campground	255	0	5	158	90	2	255	90	165	35%	65%	40%	39%

2019 PERMITS	Total # Permits by NWT Residents	Where do the NWT Residents Live?					Total # Permits by NWT Residents	# Permits Sold to In-Region Residents	# Permits Sold to Out-of-Region Residents	% Permits Sold to In-Region Residents	% Permits Sold to Out-of-Region Residents
		Beaufort		North Slave		South Slave					
		Delta	Dehcho	Slave	Slave	Sahtu					
Hay River Territorial Park	599	0	26	148	424	1	599	424	175	71%	29%
Twin Falls Gorge - Louise Falls Campground	182	0	1	118	63	0	182	63	119	35%	65%

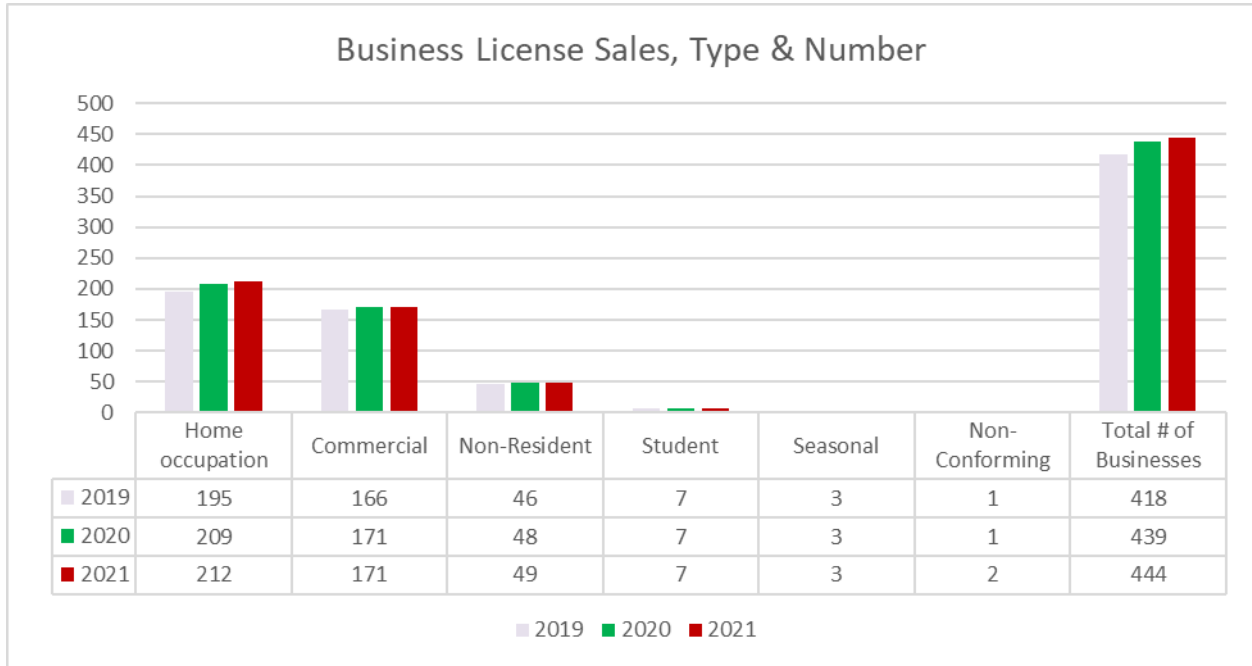
### Economic Development Activity:

- A funding application for a spring trail cleanup and repair worth \$3,500.00 was submitted to Trans Canada Trail *Capital Investment Program*.
- A funding application for \$10,000 was submitted to NWTAC for vaccine promotion. The promotion will be directed to the 30-year-old and younger to encourage vaccine uptake in the community.
- Two expression of interest applications were received for contracting the Fisherman's Wharf Market. A Tourism & Economic Development Committee sub committee was formed to review the applications and Growing Together was the successful applicant.





# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021



*Business licenses run from April 30 to March 31. This overview is from January to December. This graph shows when business licenses are paid and not the number of new businesses.*

**Other Activity:**

- FoodCycler sales have been strong with only a few units left to sell.
- VIC spring maintenance is ongoing
  - reverse side of *Canada 150* mosaic covered with plywood;
  - Garden box frames and new planter boxes have been deployed and ready to be planted in June.

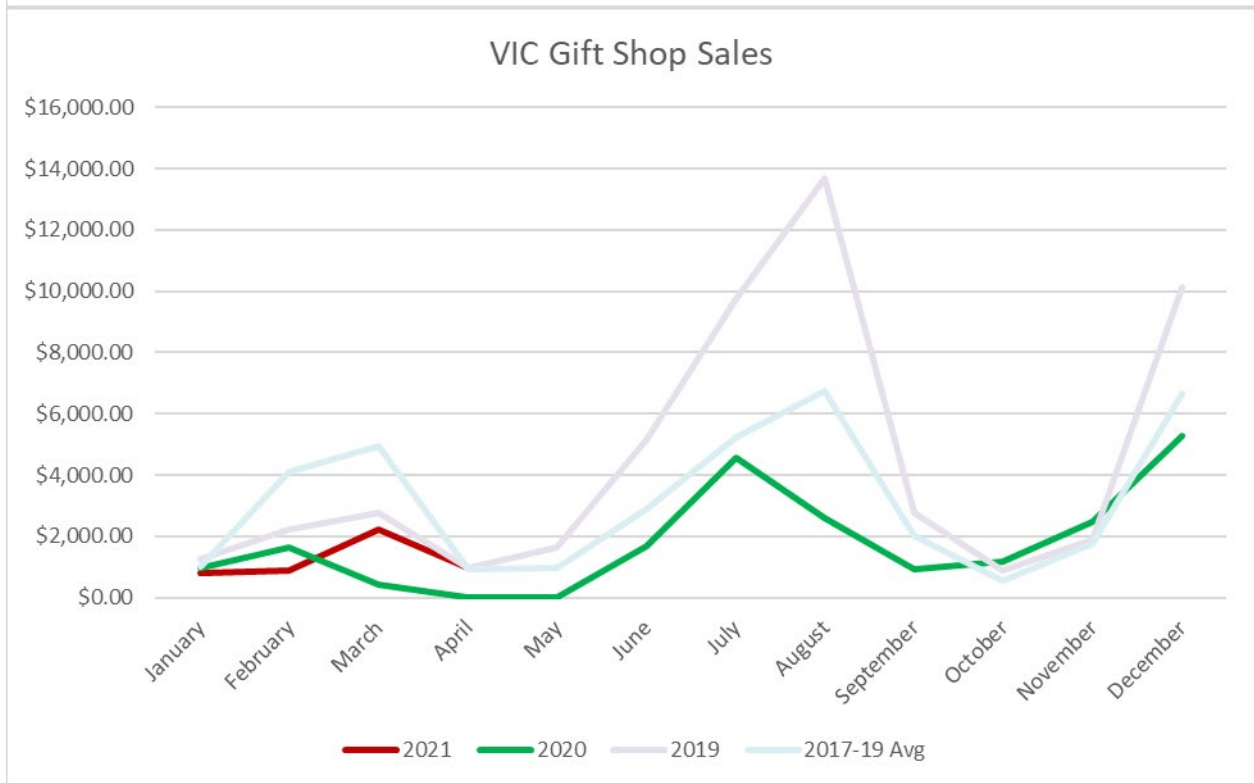
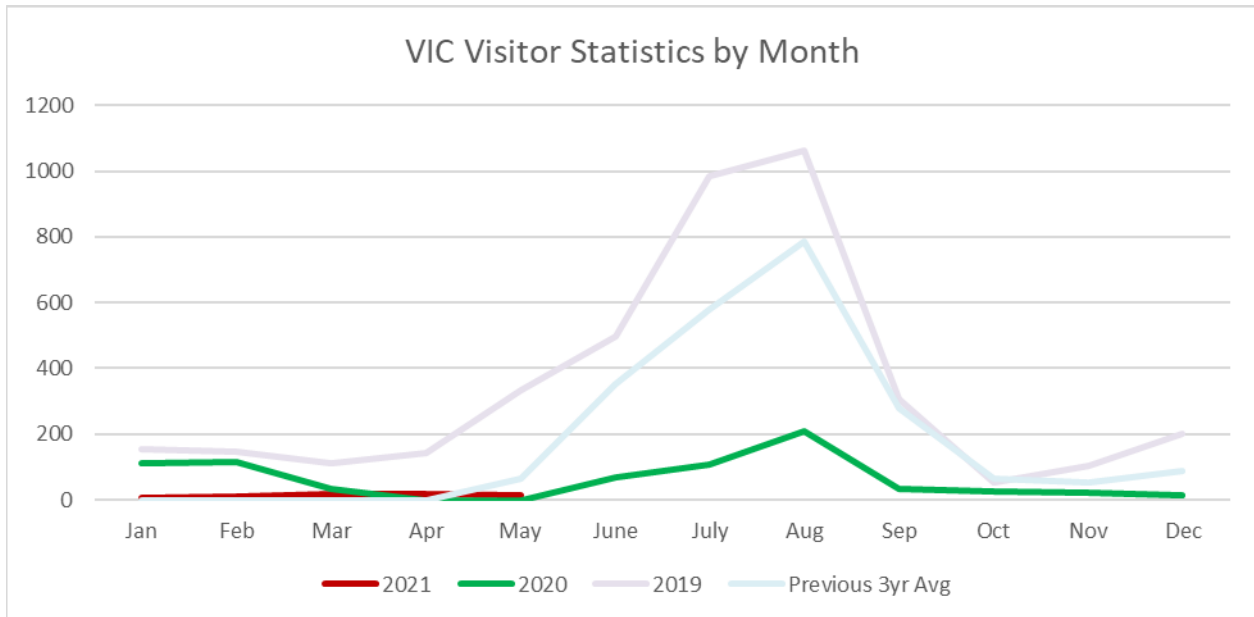
**Key Performance Indicators:**

Visitor Information Centre Visitation

- Due to COVID restrictions and the borders being closed there is little to no tire traffic that traditionally increases the number of visitors during the summer months. With the VIC closed on weekends, there are not statistics for visitors coming to town from surrounding communities.
- May 2021 saw only 13 unique visitors into the VIC. Most were visiting from surrounding communities or professionals in town for work.
- May break down of visitor origin YK 6, Fort Smith 4, Ontario 3 (all out of NWT visitors confirmed that they had self-isolated for 14 days before entering the community).



# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021



## Inbound & Outbound Marketing

- Promotion through social media remains the focus for marketing. There has been an increase in engagement this month.
  - [www.facebook.com/hayrivertourism](http://www.facebook.com/hayrivertourism)
    - Page Reach down by 11%, Users up 24%, overall post reach peak of 3.6K.
    - Peak organic post reached 7,406 people
    - Post engagement up 23% and page followers up 7%
    - Page reach 7.4K down 11%
  - [www.twitter.com/hayrivertourism](http://www.twitter.com/hayrivertourism)



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

- number of impressions 1,854 down from 4,672
- 199 unique followers and follow 480 accounts
- Profile visits 253 down 21%
- [www.instagram.com/hayrivertourism](http://www.instagram.com/hayrivertourism)
  - Currently 294 unique followers up 2.4% and follow 334 accounts
  - Reach 366 up 56%
- [www.hayriver.com](http://www.hayriver.com)
  - Users for May were 6.2K up 15%
  - Sessions 15K up 16%
  - Average session duration was 4m 33 sec up 78%
  - Traffic Channel Source - 502 organic engagement, 34 Social Media, 322 Direct Search and 20 Other Site Referrals.
  - Top 10 pages visited – Breakup, Fire-Emergency-Services/river-breakup, Tourism/live-mts-syncro-lift-web-cam, Opportunity/Employment, Opportunity/Employment-opportunities, Tourism/Attractions, Category/news, Tourism/town of hay river maps, Contact-directory.
- Marketing Items and Content:
  - Hay-Cation, local historical events of interest by date, Fisherman’s Wharf Market, NWT Parks opening and booking, surrounding communities of Fort Smith, Fort Resolution and Fort Providence, and Wood Buffalo National Park have all driven attention to our social media channels.

### 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

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**Prepared by:**

Peter Magill

Tourism and Economic Development Coordinator

Date: June 3, 2021

**Reviewed by:**

Stephane Millette

Director of Recreation

Date: June 3, 2021



# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

## e. Municipal Services Monthly Report for May

### RECOMMENDATION:

#21-174

**MOVED BY: CLLR DUFORD  
SECONDED BY: DEPUTY MAYOR BOUCHARD**

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

**CARRIED**

### BACKGROUND

OFFENCE	INQUIRY	INVESTIGATED (NO SUBSTANTIATION)	WARNINGS (VERBAL, LETTER OR VISUAL)	SHELTER	FINES	TOWED	RETURNED TO OWNER	OTHER ACTION
<b>Animal Control Bylaw</b>								
Animal Abuse/Welfare	2	1	1					
Barking Dogs	1		1					
Dog Attack	1	1						
Dog Bites								
Loose Cat/Dog	18	9	5				4	
Sled Dog Complaints								
Miscellaneous	4	1	2					1
<b>Business License</b>								
No Business License								
Operating business not as permitted								
<b>Traffic Bylaw/Motor Vehicles/All-Terrain Vehicles Act</b>								
Vehicle/Trailer Parking	12	6	6					
ATV/Snow Machine	1		1					
Fail to Stop (Sign or Light)	3		1		2			
Distracted Driving								
No Seat Belt	2		1		1			
Fail to carry/No valid driver's licence								
Suspended/Prohibited Driver								
Vehicle Unfit for Road								
Fail to carry/No Insurance	6		6					
Fail to carry/No registration	7		5		2			
Unsecure Load								
Obstructed Windshield/Windows	1		1					
Fail to drive to road conditions								
Improper use of plate								
Drive w/o lights during low visibility								
No license plate								
Speeding	41		26		15			
Speeding (School/Construct/Industrial)	17		13		4			
Suspected Impaired Driver	3	1						2
Miscellaneous	4		1		1			2



# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

Unightly Bylaw							
Overgrown Trees							
Long Grass & Weeds							
Garbage	7	2	5				
Miscellaneous	4		2				2
Taxi Bylaw							
Taxi Not Available	3	2					1
Smoking/Drinking in Taxi							
Fail to carry/No Taxi Permit							
Noise Abatement Bylaw							
Noise Complaint							
Fire Prevention Bylaw							
Burning without permit							
Fireworks without supervision							
Improper Storage of Hazards							
Miscellaneous	2	1					1
Unsafe/Hazardous Behaviour							
Walking on railroad tracks	3		3				
Off-road Vehicles on railroad tracks	3	2	1				
Intoxicated- Unable to care for self	10						10
Fighting in Public	4		3				1
Public Urination/Defecation							
Loitering							
Operate off-road vehicles dangerously	5		5				
Drinking in public	4		4				
Vehicle blocking roadway	2		1				1
Snow Removal Bylaw							
Sidewalks not cleared							
Snowbanks causing hazard							
Snow being put on private property							
Miscellaenous							
<b>TOTAL</b>	<b>170</b>	<b>26</b>	<b>94</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>21</b>

## Community Beautification

Reminder notices and social media education has been sent out to remind residents about the Spring Clean-Up beginning May 25<sup>th</sup> to prepare to help beautify the town and reduce issues with Unightly infractions.

Residents have received notices regarding their unsightly properties. These notices were meant for educational purposes and included information on the Spring Clean-Up dates, tag information, etc. to prepare for the Spring/Summer season.

## School Safety

There has been a noticeable increase in school speed limits being abided by and a reduction in cell phone use in the school zones. This is an ongoing and year round initiative to be monitored for compliance to ensure the safety and well-being of the youth attending school.



# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

## Road Safety

There are still lots of complaints being received regarding off-road and all-terrain vehicles using the roadways in town, which have been regarding speeding and noise complaints for use during late hours. Information has been shared with the RCMP to assist with and look at ways to resolve this issue. Education on the use of off-road and all-terrain vehicles is actively ongoing.

A patrol was conducted using All-Terrain Vehicles with the RCMP to stop and educate people also observed using All-Terrain Vehicles and provided resources on how to keep themselves safe and the rules regarding use of these vehicles on town roads and highways. Infractions such as operating on roadways without helmets were addressed through education. Future patrols utilizing all-terrain vehicles are being considered as we move further into the nicer weather.

## Upcoming Goals

The goal over the next few months is to focus on Unsightly bylaw infractions and address greenspaces and public areas frequently used by community members to ensure they are kept clean and free of garbage and abandoned vehicles. A few locations have been discovered which are highly unappealing and not a desirable use of the space. Notices and action is being taken to resolve these issues and bring beauty back to these spaces.

## Speed Statistics for the Month

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

- Porritt Landing/Industrial (40km/h Zone)- 63km/h**
- MacKenzie Highway near Hospital (60km/h)- 82km/h**
- Woodland Drive in front of Harry Camsell/PA School during School Time (30km/h)- 52km/h**
- MacKenzie Highway/104<sup>th</sup> Street residential area (40km/h)- 65km/h**
- MacKenzie Highway near Airport (60km/h)- 76km/h**
- Highway 5/Highway 2 Junction (70km)- 127km/h**

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

<b>APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:</b>
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All applicable Bylaws and Territorial Legislation; Bylaw Enforcement Priorization Plan

<b>FINANCIAL IMPLICATIONS:</b>
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N/A

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







## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

2021 Capital Projects	
Project	Update
New Town Hall	Applications for funding being worked on, design activities will depend on funding available.
Old Town Hall Demolition (carry over from 2020)	Consultant working on tender documents for hazardous material abatement and demolition. Tender documents expected to ready by end of June.
New Lift Station	De-watering and excavation work has begun at the worksite. Slab work expected to begin in June with construction continuing throughout 2021.
Fraser Place Development	Rezoning work for area has been completed. Project on hold until fall due to migratory bird issues involved in tree clearing.
Market Garden Road Extension	Options for this project being investigated.
Caribou Crescent Water Sewer and Drainage (carry over from 2020)	Prep work has begun on the base for the curb and gutter. Concrete pouring expected to commence in late June or early July.
Beaver Crescent Water, Sewer, and Drainage	Project start-up meeting has occurred with work expected to begin in June.
Riverview Drive Upgrade	Project start-up meeting has occurred with work expected to begin in June.
Waste Diversion Project - Tire Recycling (carry over from 2020)	Have received clarification from GNWT on eligible expenses for funding. RFP details for this work being finalized and expected to be put out in June.
Hazardous Waste Removal Project	MACA led project that is contingent on new ICIP funding.
Capital Drive Watermain	Design work planned for Q3 or Q4.
Paradise Road Realignment	Work to take place during summer months.
New Water Licence Requirements	New water licence in place as of January 31.
New Back Hoe	Tender has been prepared and will go out for competition in early June.
Water Treatment Plant Feasibility Study and Preliminary Design	The ICIP application for this project was approved for 50% funding of the \$450,000 proposed project. Administration will work to identify additional funding for the project and proceed with procuring a consultant for the work.
Flood Mitigation	Temporary flood mitigation efforts were put in place for the 2021 spring break-up. These efforts worked as intended. Mid to long term mitigation work to proceed as priority areas are identified.
Subdivision - Sundog	Preliminary work on this project planned for later in 2021.

### **New Lift Station:**

Work on the new lift station has commenced for this construction season. During the month of May, the contractor pumped water from the site to allow work to begin and then proceeded with excavation work. The majority of excavation work has been now been completed and the level is close to final grade. Work will continue in June with base prep, rebar prep, and pouring of concrete



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

for the base slab. The Town's consultant and contractor have also been moving through the process of shop drawing approvals for several components of the project. The project remains on schedule with expected completion in early 2022.

### **Caribou Crescent:**

The contractor has mobilized equipment to site and begun work on preparing the base for the curb and gutter work on the crescent. The concrete pour is expected to take place in June with yard restoration and asphalt work starting up in July. The project is expected to be completed on schedule this fall.

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

A start-up meeting has taken place for this project and materials approvals given to the contractor. A letter has been distributed to residents in the area outlining work planned for this summer and providing contact information for any questions and concerns. Work is expected to start in the area in mid-June and be ongoing throughout the summer.

### **Water Treatment Plant:**

The Town's application for funding under the ICIP funding program for a WTP Feasibility Study and Preliminary Design was approved for 50% funding of the \$450,000 budget identified in the application. The Town had applied for 75% funding for this project. Administration will look to identify funding opportunities for the 25% difference in funding and will move forward with the project. Administration will determine the best method for moving forward with procurement of qualified professional consultants for the work and the project is expected to move forward in 2021.

Work that was identified in the 2020 MACA report and other recent inspections has been priced out and is being completed in an effort to improve operations at the existing WTP. Minor equipment improvements and maintenance work will continue as well as additional testing on water quality and treatment options.

### **Flood Mitigation:**

Aquadams were set up near the Oxbow outfall during the spring break-up period. These aquadams worked as designed to hold back water, however, flood waters and ice did cause damage to Town infrastructure in several other areas. Administration will bring forward a report detailing damages and planned reconstruction activities. Longer term flood mitigation measures for various locations will be developed based on available budgets.

### **Public Works Daily Operations:**

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

Regular Operations and Maintenance Items	
Item	Activity
Water & Sewer	Water shut offs and turn ons as requested Water and Sewer inspections of areas of concern Water and Sewer locates as required Meter readings taken Flushing of lines Water & Sewer repairs as necessary



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

	<ul style="list-style-type: none"> <li>Operation of gates and valves for flooding control</li> <li>Meter replacements</li> <li>Month end water report</li> </ul>
Water & Sewer Facilities	Daily rounds of facilities
Roads	<ul style="list-style-type: none"> <li>Street sweeping of road sands</li> <li>Sign repairs</li> <li>New sign installation</li> <li>Cleaning of ditches</li> <li>Clearing of culverts</li> </ul>
Other	<ul style="list-style-type: none"> <li>Regular fleet maintenance &amp; repairs</li> <li>Funerals</li> </ul>

Major waterline breaks occurred on Neville Place and Woodland Drive this month. Both repairs were completed in a timely manner without further complications and with little disruption to water service in the area.

The Town did experience a Boil Water Advisory which went into effect shortly after break-up. The BWA was issued by the Chief Environmental Health Officer for the NWT and was in place from May 16<sup>th</sup> through to June 2<sup>nd</sup>.

In addition to the regular operations activities, Public Works crews were busy this month preparing for spring melt and river break-up and assisting with flood mitigation efforts. Additional work on reconstruction of areas affected by flood waters began after break-up and will continue through the coming months.

### **Solid Waste Facility Operations:**

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

The annual spring Curbside Cleanup event started on May 25<sup>th</sup> with crews picking up household waste from residential neighbourhoods throughout town. The majority of areas have been completed, with only the corridor residents remaining to be done in early June.

### **Water Licence Activities:**

Regular monitoring programs continue as per the requirements of the Town's water licence. The Town's consultant was in town towards the end of the month to perform required surface water, groundwater, and lagoon effluent testing as required under the water licence. The consultant also performed some training of Town staff so that some of these testing requirements can be done in-house in the future.

The Town is preparing to undertake activities required under the new water licence this summer including the installation of additional monitoring wells at the solid waste facility and some additional testing operations.

### **Planning & Zoning:**



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

9 Development Permits and 1 Building Permits have been approved for May 2021. In the month of May 2020, there were 4 Development Permits and 2 Building Permits signed out.

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
May 03/21	B21-004	6 Industrial Drive	Finish existing Commercial Building, (Shop and Caretakers)
May 05/21	DH21-022	86 Woodland Drive	RP Enterprises (Consulting, Training and Sales)
May 06/21	D21-021	3-101 <sup>st</sup> Street	Warehouse Storage Building
May 06/21	D21-020	39-104 <sup>th</sup> Street	Fireweed Designs (Custom Personalized Products)
May 07/21	D21-023	17-61 Woodland Drive	Complete Rear Fence sections
May 07/21	DH21-024	20 Balsam Drive	GC Consulting and Sales (Fishing Industry and Equipment)
May 13/21	D21-025	Lot 1374 & 1378, Plan 1126	New Stick Built Commercial Fish Processing Plant
May 19/21	DH21-026	101 Miron Drive	Kaed Blake (Carpentry Contracting)
May 26/21	DH21-027	21 Miron Drive	Shine Moment Studio (Photography)
May 31/31	DH21-028	15 Pine Crescent	Deschene Diamond Detailing (Delivery Automotive Detailing)

Work has begun by the Town's consultant on the Zoning bylaw review and update. Consultation on this project will take place throughout the summer with the new bylaw expected to be completed and brought forward to Council in the fall.

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

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

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

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

N/A

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

**Reviewed by:** Glenn Smith  
 SAO  
 June 3, 2021



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

g. Recreation Monthly Report for May

**RECOMMENDATION:**

#21-176

**MOVED BY: CLLR DOHEY**

**SECONDED BY: CLLR GROENEWEGEN**

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

**CARRIED**

**BACKGROUND:**

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### Recreational Programming

#### Operational Updates

No significant changes were made to Covid-19 guidelines in May however the Department of Recreation recently received confirmation of increased occupancy allowances and relaxation of Covid-19 restrictions for the Hay River Community Centre. These changes will be communicated to staff, local recreation partners and the general public prior to June 7<sup>th</sup> 2021.

The Department of Recreation recently filled the Head Customer Service Clerk and Recreation Programmer permanent full-time positions with employees who have strong ties to the community and valuable experience. The Department currently has a full compliment of staff, though some permanent lifeguard positions are being filled by term and casual staff.

#### Fitness Programming

Town of Hay River delivered fitness programming has been reduced given lower registrations and attendance which are likely due to warmer weather and transition to outdoor activities. THR's newly hired Recreation Programmer will take the lead on fitness program and youth sport program planning when she joins the team on June 7<sup>th</sup>. Program planning will prioritize summer activities while also looking forward to resumption of fitness classes in fall and winter.

#### Youth Programming

The After-School Club continues to be well attended, as are the Multi-Sport Drop-In activities available on both ice surfaces. Local youth and staff have consistent and safe access to indoor physical activity as well as a wide variety of equipment.

Preparations are underway for the annual Summer Heat camp, with the addition of a Summer Heat Sport camp this year. THR's Summer Play lead coordinator joined the team in May, working with the Recreation Programming Supervisor to plan and organize the program. The Summer Heat and Summer Heat Sport programs have been advertised and approximately 40 families signed up for the program on the first day of registrations.



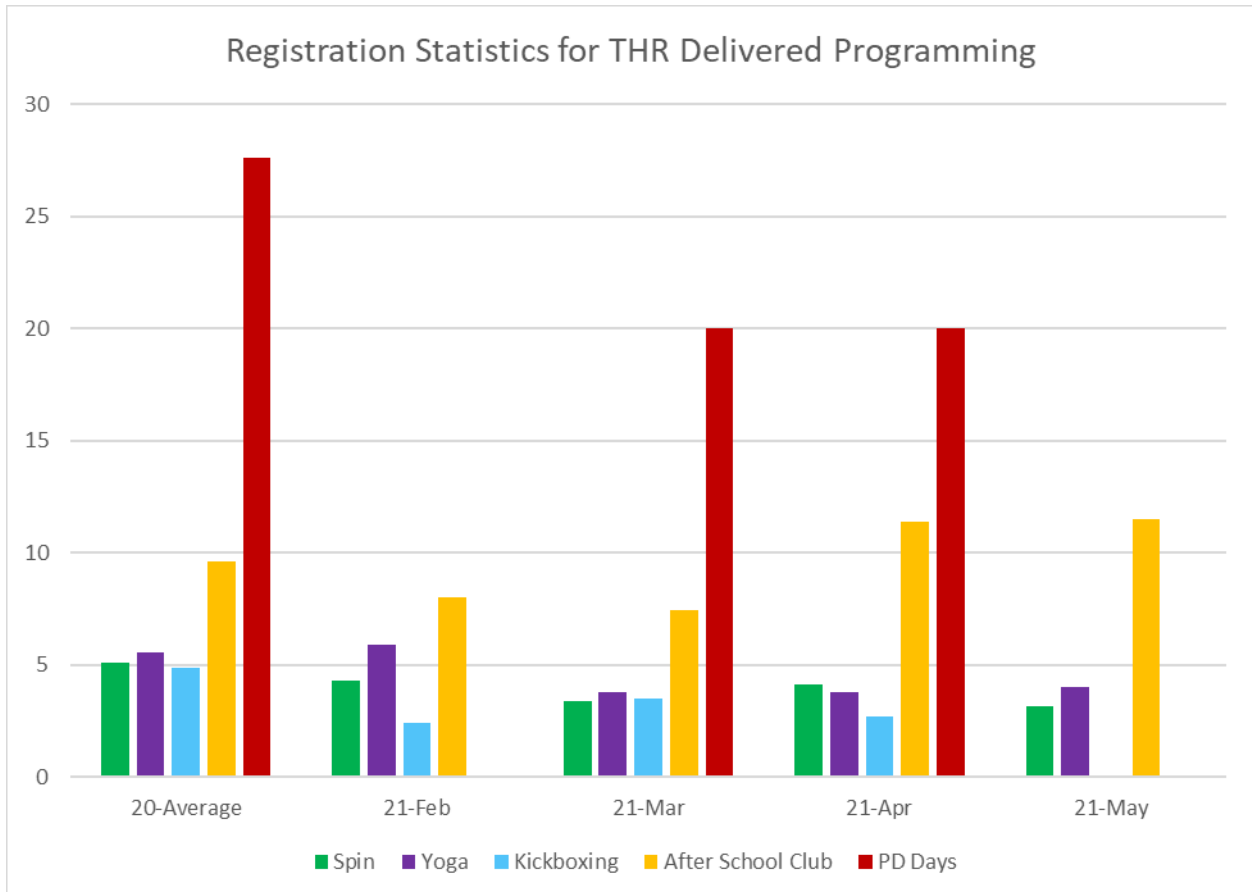
# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

## Community Programming

The Multi-Sport Drop-In program continues to be well attended by local youth and adults. The Department has assigned a staff member to supervise youth under 12 years of age during peak times. The staff supervises up to 10 youth under 12 ensuring everyone is having fun, being safe, and respecting the facilities and equipment. Senior drop-in sport times for senior soccer and senior ball hockey were very well attended in May. Drop-in soccer times are particularly successful with approximately 30 participants per night on Tuesdays and Thursdays.

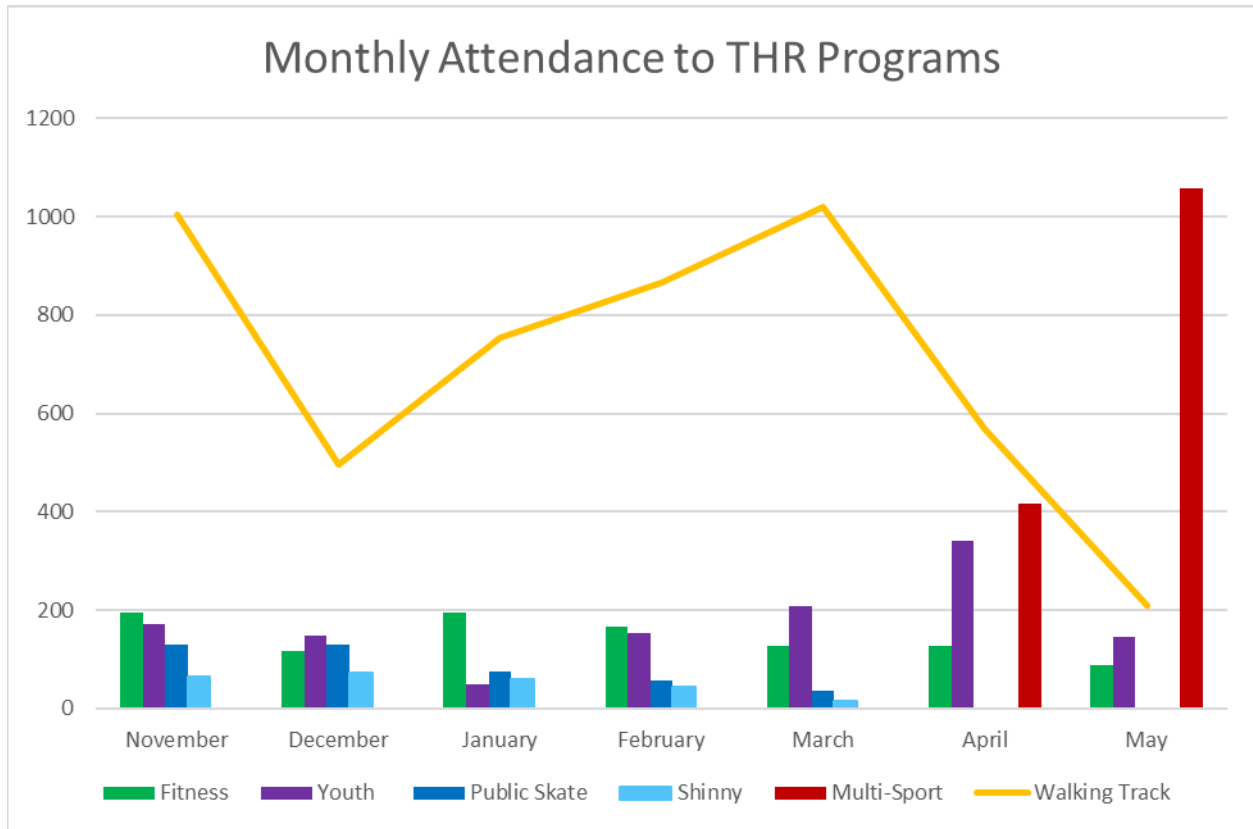
The Community Litter Pick-Up Campaign was advertised in May and officially started on May 25<sup>th</sup>. Most locations were assigned to local community groups, with some groups taking on multiple locations. Garbage bags and gloves were donated by NTPC and are available at the Community Centre.

## Recreation Programming Statistics





# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021




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## Aquatics

### Swimming Lessons

The year's second set of swimming lessons was completed on May 25<sup>th</sup> with 31 swimmers registered in 6 different groups instructed by 3 lifeguards. The next set of lessons begins June 3<sup>rd</sup> with similar registration numbers and format. Interest and feedback in lessons have been very positive, likely due to the consistency in lesson offerings and communications in recent months.

### Staffing

The Aquatics team maintains a full compliment of staff. Staffing needs are expected to be met via term and casual employees for the remainder of the summer but recruitment is ongoing for permanent full time Senior Lifeguard and Lifeguard positions to ensure adequate staffing in September.

### Attendance

Private rental bookings increased progressively in April and May, due to birthday party rentals as well as school and daycare groups making more use of the aquatic centre. These increases paired with the return of swimming lessons helped boost swimmer numbers significantly.

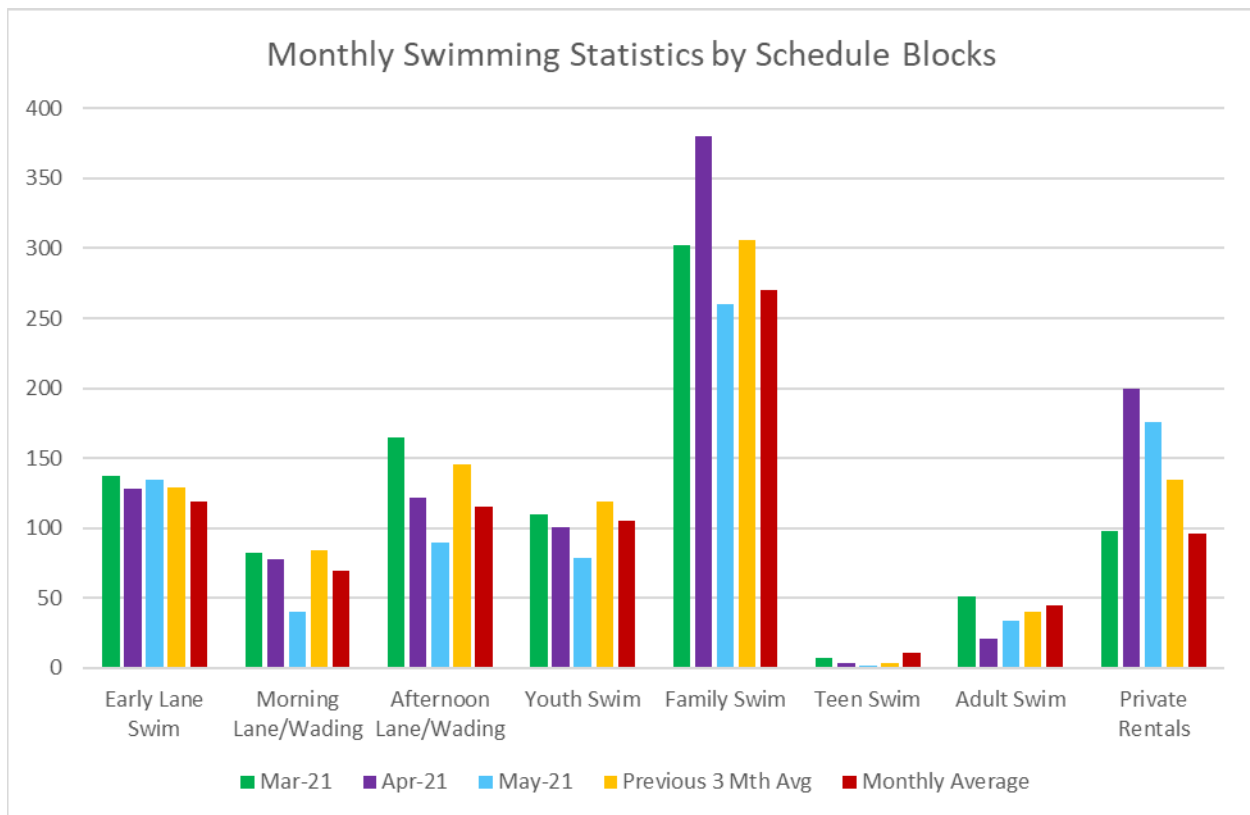


# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

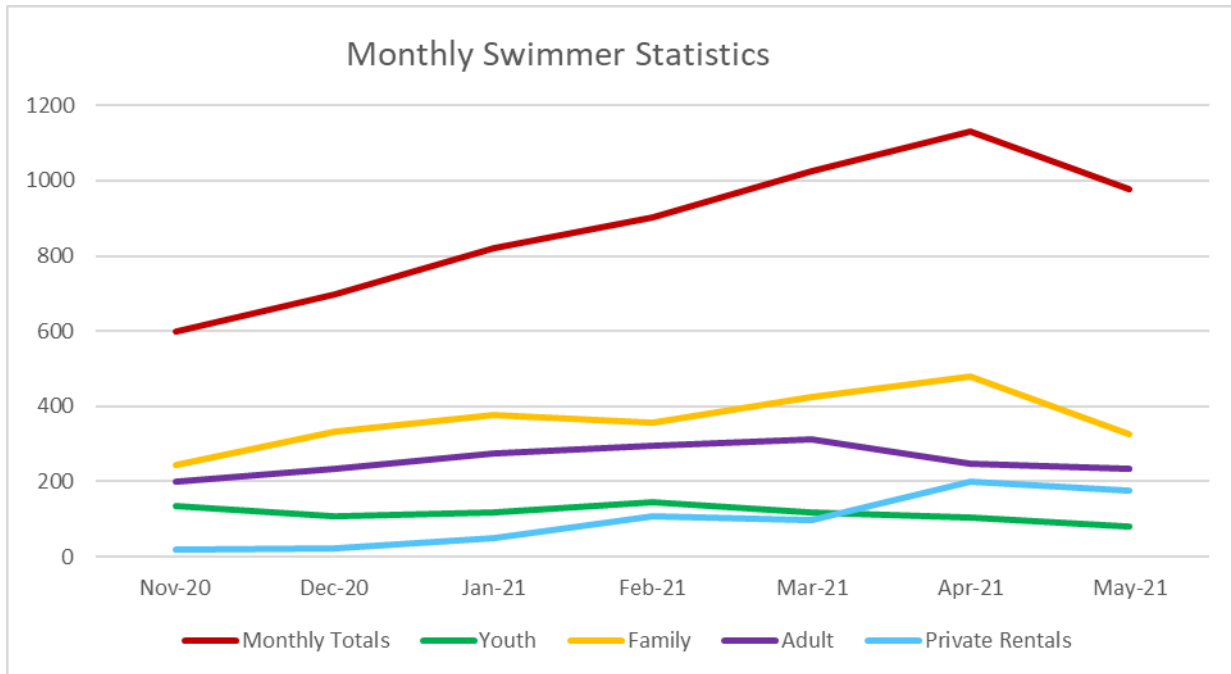
## General

As indicated above, the Department of Recreation received approval of its recent Application to Vary from Public Health Order Requirements to request increase occupancies and relax Covid-19 restrictions. Don Stewart Aquatic Centre occupancies have been increased to 35 swimmers in the pool, 8 individuals in the hot tub and 3 swimmers per swimming lane. The Office of the Chief Public Health Officer has also authorized the use of the changeroom showers, splash pad equipment and the waterslide with appropriate operational guidelines.

The Department of Recreation is expecting to renew its Beach Attendant partnership with GNWT Department of Infrastructure, Tourism and Investment. Preliminary discussions indicate similar expectations and commitments as 2020. A formal agreement is expected shortly.








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## Facilities and Maintenance

Full compliment of summer students was hired as per Canada Summer Jobs grant. Four Summer Parks and Facilities Maintainers started working full time in May, with 2 additional summer employees joining the team in June. Recruitment ongoing for 2021 Trail Improvement project team.

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

- Maintenance:
  - Increased frequency of room rentals requiring setup (i.e. birthday parties);
  - Hot tub circulation pump required gasket replacement;
  - Wall repairs and paint of Aurora Ford Arena dressing rooms and player benches;
  - Replacement soffit received for Don Stewart Aquatic – installation in June;
  - Intrusion alarm system trouble shooting via contractor services – system fully-repaired and operational as of May 2021;
  - Janitorial contract ongoing with additional Covid-19 cleaning and routines;
    - additional contractor fees at Hay River Curling Club's cost;
- Improvements:
  - Pool pumps conversion project ongoing with local contractor;

### Outdoor sport fields and assets:

- Ongoing litter pickup and cleaning of downtown core as well THR maintained parks;
- Annual deployment of benches and bike racks on Courtoreille Street;



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

- Annual inspection and initial maintenance of parks and greenspaces;
- Organization and clean up of Department of Recreation shop and yard;
- Seasonal preparation of Fishermen's Wharf Pavilion for rentals and market season;
- Preparation of Porritt Landing Marina for seasonal docking season;
- Inventory of THR maintained garbage cans for maintenance purposes as well as relocation and future needs;
- Maintenance:
  - ball diamond maintenance underway with softball leagues starting in June;
  - greenspace checks and preparations of mowing equipment;

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

N/A

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

**Prepared by:**

Stephane Millette  
Director Recreation and Community Services  
Date: June 3<sup>rd</sup>, 2021

**Reviewed by:**

Glenn Smith  
SAO  
Date: June 3<sup>rd</sup>, 2021

h. Emergency Services Monthly report for May

### RECOMMENDATION:

#21-177

**MOVED BY: CLLR DUFORD  
SECONDED BY: DEPUTY MAYOR BOUCHARD**

That the Council of the Town of Hay River approves the Emergency Services Activity Report for May 2021 as presented.

**CARRIED**

### BACKGROUND:

**Summary:**

The Protective Services group had a busier month than last, with a total of 76 EMS Responses. At present, our average ambulance response is running at 62 calls per month, and we are currently 98 EMS responses over last year at this point. As far as fire response is concerned, we had 1 structure



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

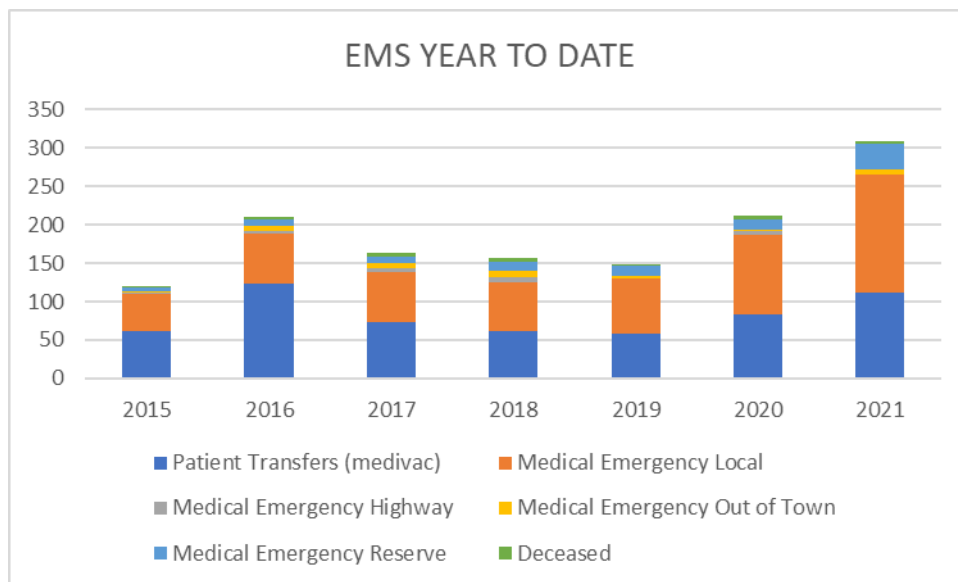
fire and 3 false alarms. Structure fire was at 44 McBryan Dr, and no occupants were harmed during the event.

The Fire Department hosted 6 members from Fort Smith Fire Department for Phase 1 NFPA 1001 Practical skills testing. The Hay River Fire Department also had 6 students successfully pass the phase 1 practical skills testing. The Subjects of Skills students were tested on included PPE, SCBA, Incident Command, Search/Rescue, Forcible Entry, Ropes, and Fire Extinguishers.

The 2021 Breakup Started on May 4<sup>th</sup> and was concluded on May 11<sup>th</sup>. Vale Island was evacuated during the breakup due to high water levels. Minor flooding occurred at West Point, and more significant flooding occurred out towards Two Seasons Adventures and Cast Aways Cabins. Water came up over the docks on Vale Island, but luckily, no homes were affected. During the breakup, a flight was taken to capture photos and videos for historical reference and future use.. A debrief was conducted with the EMO groups on May 21<sup>st</sup> to review the response actions and to discuss improvements for future events. We have identified a couple of problem areas regarding our monitoring equipment, including the need for new solar panels and a regulator at the Falls.

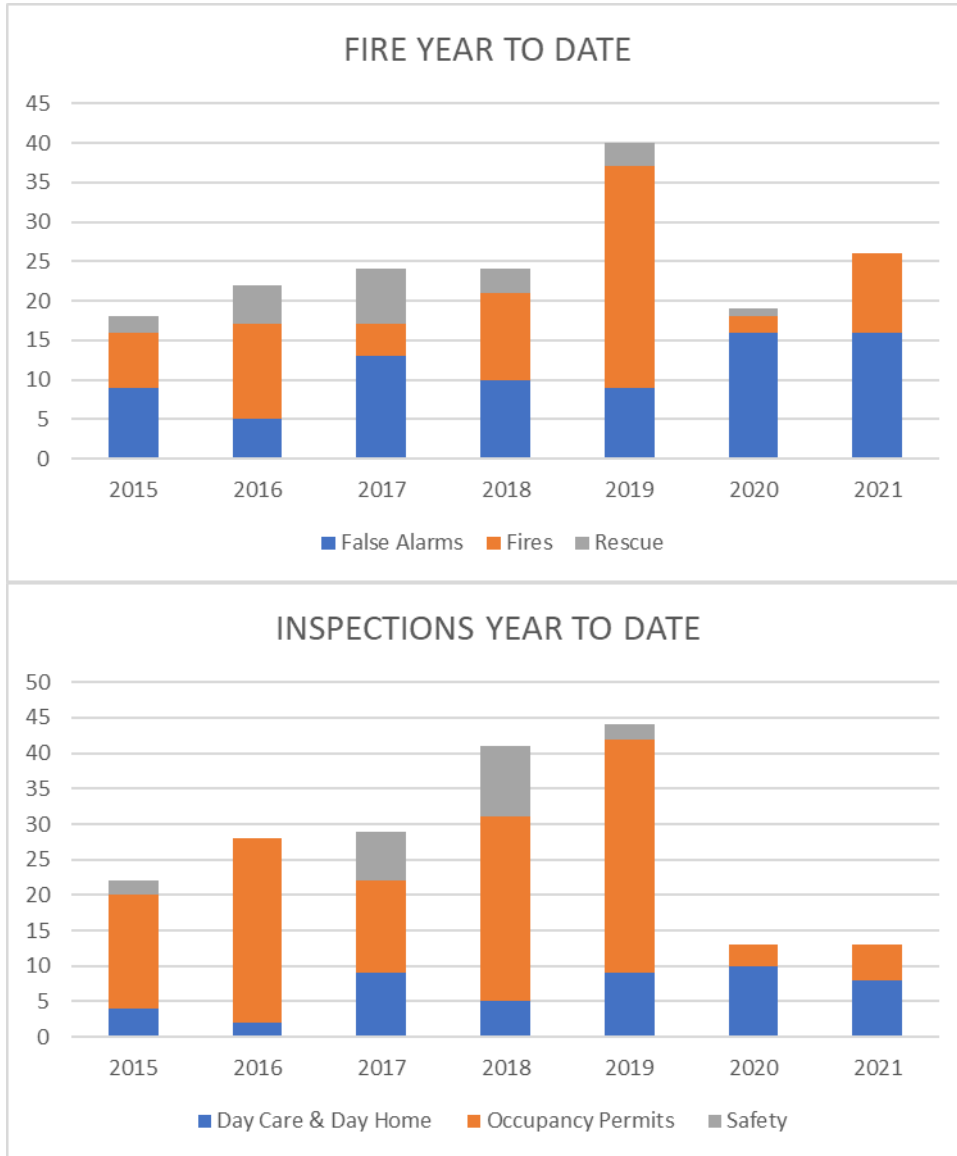
In May, 800.5 hours were invested by the members of the Protective Services Department, bringing us to a total of 2815 hours YTD. These hours do not include the Town of Hay River Employees who responded during working hours.

### STATISTICS



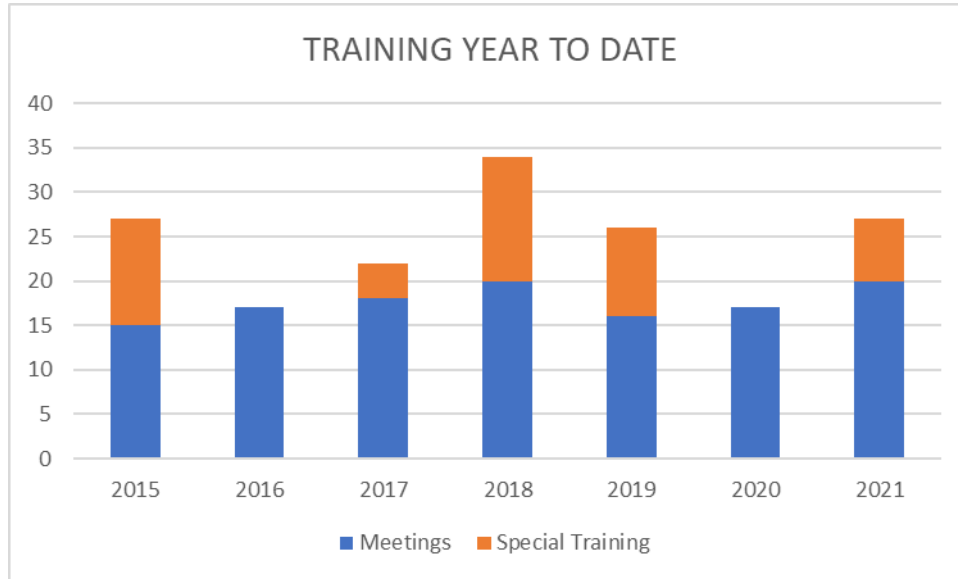


# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021





# REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021



## MAINTENANCE

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

### 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:**  
Travis Wright  
Director Protective Services/Fire Chief  
Date: June 2<sup>nd</sup>, 2021

**Reviewed By:**  
Glenn Smith  
Senior Administrative Officer  
Date: June 2, 2021



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

### i. Asset Disposal Report

#### RECOMMENDATION:

#21-178

**MOVED BY: CLLR GROENEWEGEN  
SECONDED BY: CLLR DOHEY**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approve the disposal, through auction approve the disposal, through auction, of a 1986 McCoy Miller Ambulance in accordance with the Town of Hay River's Procurement Bylaw 2388**

**CARRIED**

#### BACKGROUND:

Administration wishes to dispose of an asset per the attached asset disposal form.

Asset will be sent to local auction will be in accordance with Bylaw 2388 Procedure Bylaw and Policy and will be removed with consideration of environmental, safety and operational regulations and risks.

#### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

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

Bylaw 2388 Procedures Bylaw and Policy

#### FINANCIAL IMPLICATIONS:

Ambulance to be disposed of at auction. Revenue generated unknown. Asset is fully amortized.

#### ALTERNATIVES TO RECOMMENDATIONS:

Keep assets; scrap all assets; donate assets.

#### ATTACHMENTS:

Asset Disposal Form

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**Prepared by:**

Sam Mugford, CPA, CA  
Director of Finance and Admin  
Date: May 18, 2021

**Reviewed by:**

Glenn Smith  
Senior Administrative Officer  
Date: May 18, 2021



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

### j. Flood Damage Report

#### RECOMMENDATION:

#21-179

**MOVED BY: CLLR GROENEWEGEN  
SECONDED BY: CLLR DUFORD**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accept for information the Flood Damage Report as presented.**

**CARRIED**

#### BACKGROUND:

During spring break-up 2021 some areas of Hay River suffered damages due to flood waters and ice flows. Public Works has put together a report detailing the damages that occurred and the necessary work required to address these issues.

#### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

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

N/A

#### FINANCIAL IMPLICATIONS:

N/A

#### ALTERNATIVES TO RECOMMENDATIONS:

N/A

#### ATTACHMENTS:

Flood Damage Report - 2021

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

**Reviewed by:**  
Glenn Smith  
SAO  
June 3, 2021



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

### k. Taxi Bylaw Report

#### **RECOMMENDATION:**

**#21-180**

**MOVED BY: CLLR DOHEY**

**SECONDED BY: CLLR CHAMBERS**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report on Bylaw No. 2425 – Taxi Licence as presented**

**CARRIED**

#### **BACKGROUND:**

Over the last several years, the Town of Hay River has received many complaints surrounding taxi service levels and difficulties in accessing taxis. Long wait times for a taxi and no-response from taxi dispatchers have been the typical complaint. These concerns combined with general bylaw compliance concerns led to Council's interest in a review of the Taxi Bylaw and consultation with existing licensed taxi operators to understand violations with the hopes to identify opportunities for service improvement.

The Town of Hay River Administration met with both licensed taxi operators (Reliable Cabs and Island Taxi) through multiple meetings which provided insight into the market and the challenges of compliance with the Taxi License bylaw. Both companies indicated difficulties in meeting the service level requirements of the bylaw surrounded challenges in recruitment and retention of drivers, the sparse geography of the community, COVID and fluctuations in taxi demand. Other concerns included taxi driver safety and timelines to permit drivers. A joint letter from Reliable Cabs and Island Taxi was submitted with their recommended changes to the Taxi Bylaw.

On December 16, 2020 and again on March 18<sup>th</sup>, 2021 the Town of Hay River Policy and Bylaw Committee met to discuss findings from the meetings with the taxi operators and changes to the Taxi Licence Bylaw. The most significant proposed change to the Taxi License Bylaw attempted to better balance taxi supply requirements with current consumer demand. The existing bylaw requirement is that for each Taxi Brokerage (dispatch) license there be a minimum of two licensed taxis and 24/7 dispatch service. Coming out of the March 18<sup>th</sup>, 2021 Committee meeting, the recommendation of the Policy and Bylaw Committee to Council was that the following minimum requirements for Taxi Brokerage services be:

- i) One (1) taxi between 10:00am and 6:00pm Sunday and statutory holidays;
- ii) Two (2) taxis between the hours of 6:30am and 6:00pm Monday through Thursday;
- iii) One (1) taxi between the hours of 6:00pm and 2:00am Monday through Thursday;  
and
- iv) Two (2) taxis between 6:30 am to 3:00 am Friday and Saturday

While the proposed changes reduce the required hours of availability and number of taxis for off peak periods, the intent is to improve feasibility of operations and subsequent service levels during





## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

these hours. Taxi Brokerage License holders are permitted to extend their hours and to match any increase in demand.

On March 29, 2021 Council moved First and Second reading of the revised Taxi Bylaw No. 2425 that included the Policy and Bylaw Committee's recommended service level changes to Taxi Brokerage licensing. However, direction was given to Administration to invite the public to submit written input to the proposed changes ahead of Third and final reading of the bylaw. On March 30<sup>th</sup>, 2021 the public was invited to submit input by April 14<sup>th</sup> 2021. Three written responses were received and are summarized as follows (complete written submissions attached):

### 1. Vince Mckay – Westech Fire and Safety

- a. People want to go out and enjoy an evening but lack of service and knowing there is a safe and reliable ride home impacts people's choice to go out.
- b. Poor service is an impact on many of our local establishments and visitors.
- c. Believe it's very important that Taxi Brokers provide a 24-hour phone service. Shutting down a service at 2am when local bars and pubs are open until 2am defeats the purpose of getting the patrons and safe a reliable way home.
- d. The option should be at least one taxi is available 24-hours a day, 7 days a week.
- e. Taxi providers are not putting enough effort into their business, which includes attracting and keeping staff.
- f. Many times the hospital staff are not able to get a hold of a taxi for medical travel reasons and depending on the request of the patient they are required to call for an ambulance or request RCMP assistance to get a patient to the hospital.
- g. If a company cannot operate and provide a service, then maybe someone else can. Maybe new blood is needed to get things going again.

### 2. Jeff Brockway – Taxi Permit Holder (“Chauffer’s License”)

- a. Demand in Hay River for taxi services has declined over the years - businesses have closed, including 2 bars, 1 Motel and some smaller businesses. You no longer see 24 slo-pitch teams, 300 golf memberships, bowling Monday to Friday, Curling Monday to Friday, Broomball, 8 Rec Hockey teams, 8 Rusty Blade teams, etc.
- b. If you force companies to put more cars on the road, it is my belief you will do more harm than good. My only night to make reasonable money is Friday, if I am forced to share Fridays income, I would most likely quit driving taxi.

### 3. Erin Griffiths – CEO Hay River Health and Social Services Authority

- a. Recognizing that HRHSSA provides services to the communities of Hay River, Enterprise, Kakisa and the Katlodeeche First Nation 24/7, we are requesting the Town of Hay River to reconsider the proposed change in hours.
- b. We are recommending that the Town work with the local provider(s) to discuss alternative service options to cover taxi services 24/7, such as on-call hours during the evenings/nights with the driver at home until dispatched.



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

On May 18, 2021 the Town of Hay River Bylaw and Policy Committee met to discuss the public input received on the proposed changes to the bylaw. Administration presented an addition option for consideration that outlined 24 hour service with peak and off peak periods of operation. Peak periods would require a minimum of two taxis per Brokerage License and off peak hours would require one taxi. Through discussion, the Committee concluded that it was important to require a 24 hour service within the bylaw to ensure transportation can be provided to support access to services within the community at all times. They also concluded that only a minimum of one taxi should be required at all times and that trust can be put in the market for operators to meet any demand for additional taxis.

Other recommended changes to the bylaw include:

- i) Improved definitions for Corrupt Public Morals, Obstruction, and Officer
- ii) Strengthen position on Criminal Code convictions
- iii) Added Vulnerable Sector Criminal Records Check requirements
- iv) Wording change from "Taxi Permit" to "Chauffer's Permit"
- v) Minimum licensed Taxis for Brokerage License from 3 to 2
- vi) Corrections to language and forms so that only 1 Taxi per Taxi Licence
- vii) Defined renewal date for licenses and permits (August 31<sup>st</sup>)
- viii) Change of vehicle age allowance from 8 years to 12 years
- ix) Increase in fees to reflect market and inflationary increases

The Taxi License Bylaw was last updated in 2009.

The proposed bylaw has passed through a legal review.

### ALTERNATIVES TO RECOMMENDATIONS:

- Changes to terms and conditions

### ATTACHMENTS:

- Signed Letter from Local Taxi Operators
- Written Public Submissions on Proposed Amendment to Taxi Bylaw No. 2425
- ByLaw 2425 Taxi Bylaw – Track Changes

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### Prepared by:

Glenn Smith

SAO

June 3, 2021

I. Excused Absence

### RECOMMENDATION:

#21-181

**MOVED BY: CLLR DUFORD**

**SECONDED BY: CLLR CHAMBERS**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Cllr Willows from the Regular Meeting of Council, Tuesday June 8<sup>th</sup>, 2021.**

**CARRIED**



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

### 8. BYLAWS

a) Bylaw 2425 – Taxi Bylaw– Third and Final Reading

#21-182

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

**CARRIED**

b) Bylaw 2427 – Land Disposal Bylaw – First Reading

#21-183

**MOVED BY: CLLR DOHEY  
SECONDED BY: CLLR DUFORD**

**CARRIED**

Bylaw 2427 – Land Disposal Bylaw – Second Reading

#21-184

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

**CARRIED**

### 9. IN CAMERA

“Do you solemnly swear and sincerely affirm that you are alone and cannot be overheard while in camera?” Yes by all of Council

#21-185

**MOVED BY: CLLR DUFORD  
SECONDED BY: DEPUTY MAYOR BOUCHARD**

That the Council of the Town of Hay River move to In Camera at 7:48pm.

**CARRIED**

#21-186

**MOVED BY: CLLR DUFORD  
SECONDED BY: CLLR DOHEY**

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

**CARRIED**

### 10. ADJOURNMENT

#21-187

**MOVED BY: CLLR DUFORD**

That the Regular Meeting of Council be adjourned at 8:21pm.

**CARRIED**



## REGULAR MEETING MINUTES June 8<sup>th</sup>, 2021

Certified Correct as Recorded on the 8<sup>th</sup> Day of June 2021

These minutes were accepted by motion #\_\_\_\_\_.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Senior Administrative Officer



# REPORT TO COUNCIL

DEPARTMENT: RECREATION AND COMMUNITY SERVICES DATE: July 6, 2021

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

## RECOMMENDATION:

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

## BACKGROUND:

### Tourism Activity:

- Visitor numbers have been picking up over the month with campgrounds open, school ending, Fisherman's Wharf Market opening early, summer weather, and staycation being the only travel option for many.
- Hay-Cation and Staycation options were advertised on the back cover of the most recent Up Here Magazine. This promotion will continue in the July/August edition to keep Hay River top-of-mind for subscribers from the NWT and other provinces to plan a *Hay-Cation* - paid via the Tourism & Economic Development marketing budget.
- *South Slave Golf Getaway* 2-day itinerary package was created for the Spectacular NWT and NNSL *Staycation* contest package. The package will be featured on the Spectacular NWT website and will be mailed to NWT residents in July.
- *Hay-Cation* radio advertisements on True North FM Radio began on June 28<sup>th</sup> and will run for four weeks. Two weeks of the campaign has been paid by Tourism & Economic Development budget through an advertising special NWT Tourism partnered and paid for two weeks of *Hay-Cation* advertisements to extend duration of promotion.
- *Folk on the Rocks* festival program will feature a half page advertisement promoting Hay River as a staycation destination. The Hay Days Festival committee is also putting in a half page advertisement to promote the Fisherman's Wharf Market and *UNWOUND Stage Series*.
- THR marketing agency of record has been engaged to work on various projects:
  - *Wayfinding Signage Plan* approved through ITI Tourism Product Diversification Marketing Program (TPDMP).
  - *Daytrip* and *Attractions* flat sheets approved in the *Expanding Community Tourism Platform* CanNor funding.
  - Tourism website development design phase through the *Expanding Community Tourism Platform* CanNor funding.
- Fisherman's Wharf and Museum highway wayfinding signage locations were approved and will be installed in the coming weeks.



# REPORT TO COUNCIL

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**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES      **DATE:** July 6, 2021

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

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- NWT Tourism Visitor Information Portal was launched in June. This will allow for a more complete understanding of visitor traffic into the NWT from all VICs.

### **Economic Development Activity:**

- Trans Canada Trail approved the *Spring Trail Cleanup and Repair* funding application for \$5,000 through the *Capital Investment Program*.
- NWTAC approved our vaccine promotion application for approximately \$10,000. Our agency of record will present promotional ideas to encourage vaccination uptake in the community this week.
- The Fisherman's Wharf Pavilion has been rented out twice this month – *Kole Crook Annual Gala* and *Diamond Jenness 2021 Graduation*. Both events were successful.
- Met with Aurora College Regional Program Head and Community Adult Educator to discuss local programming and education available. The interest was to find programming that will benefit potential employees entering the job market and help understand what employers need in the community.
- An expression of interest was submitted to the *Save Pond Hockey Climate and Sport organization* to host a two, or three, day event in Hay River. The event uses sport and sport professionals to educate sport fans and people on how they can make changes that will help to curb the effects of global warming. The event is a great tie to the annual *Polar Pond Hockey* event in the community. [www.savepondhockey.org/](http://www.savepondhockey.org/) On June 29<sup>th</sup> we received a letter of approval to collaborate with the organization to host the event in Hay River.

### **Other Activity:**

- Fisherman's Wharf Market has received steady attendance and the contractor, vendors and market goers all seem happy. Numbers in attendance are estimated at well over 200 people for the second and third weeks. Rotary's *Hay Days UNWOUND Stage* performances over the past two Saturdays has added to the success of the market.
- T&ED Coordinator was selected to participate in ITI's *Mentorship Program* for mentor in the creation and pricing of tourism packages. ITI is partnering with the Canadian Executive Service Organization (CESO) to provide the mentorship through its professional membership.
- 
- Creation of a Community Centre sponsorship package



# REPORT TO COUNCIL

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**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES      **DATE:** July 6, 2021

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

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- *FoodCycler* sales were strong in June, and the Hay River Seniors Society is meeting its commitments for the pilot project. There are less than 20 units left to sell and the Seniors Society is working on promoting them to the community.
- Working with Arctic Energy Alliance to provide some educational material on water conservation for the community.

## **Key Performance Indicators:**

### Visitor Information Centre Visitation

- Communication and cooperation ongoing with local hoteliers, sport and conference tourism organizers, and parks contractors to cumulate further data on visitors numbers and demographics.
  - June 2021 statistic count was 246 visitors which includes statistics from the at the Visitor Information Centre, local hotels, NWT Parks, and minor ball special events.
  - June breakdown of visitor origin Yellowknife 180, Fort Smith 23, Fort Simpson 23, Fort Liard 5, Ontario 1, Alberta 10, Manitoba 1, Quebec 1, and Yukon 2 (all out of NWT visitors confirmed that they had submitted a plan with Protect NWT before entering the community).

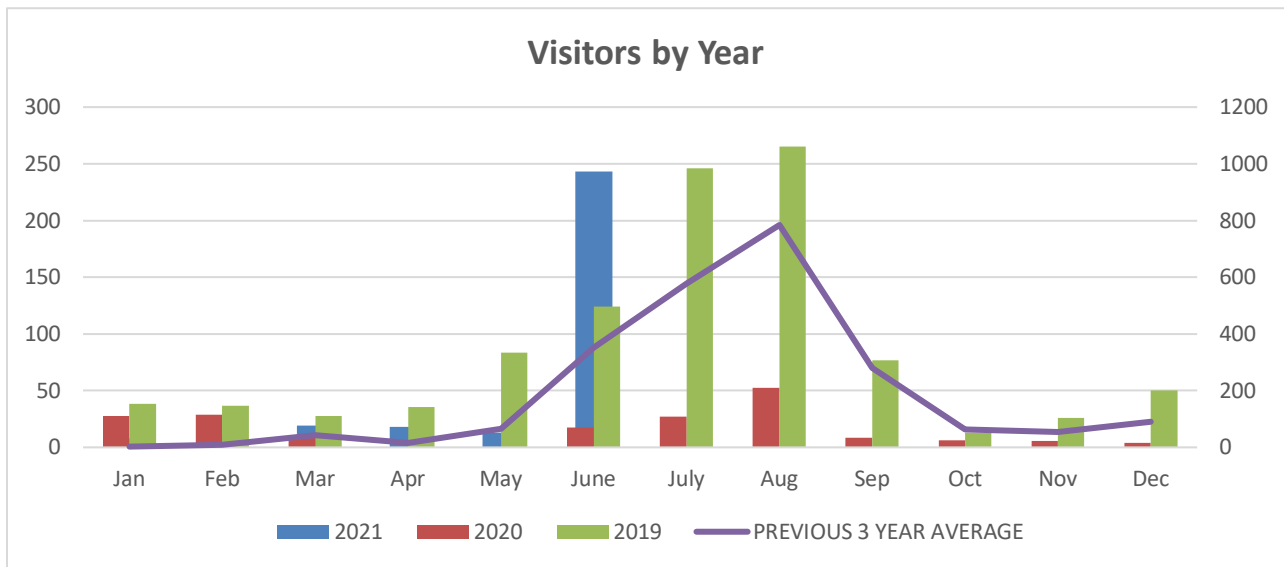
Visitor numbers were up considerably at the VIC during the weekdays. Reasons expressed for coming to town – work, Hay-Cation, camping, golfing, visiting family & friends, and appointments.



# REPORT TO COUNCIL

**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES      **DATE:** July 6, 2021

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT



Business licenses run from April 30 to March 31. This overview is from January to December. These graphs shows when business licenses are paid and not the number of new businesses.

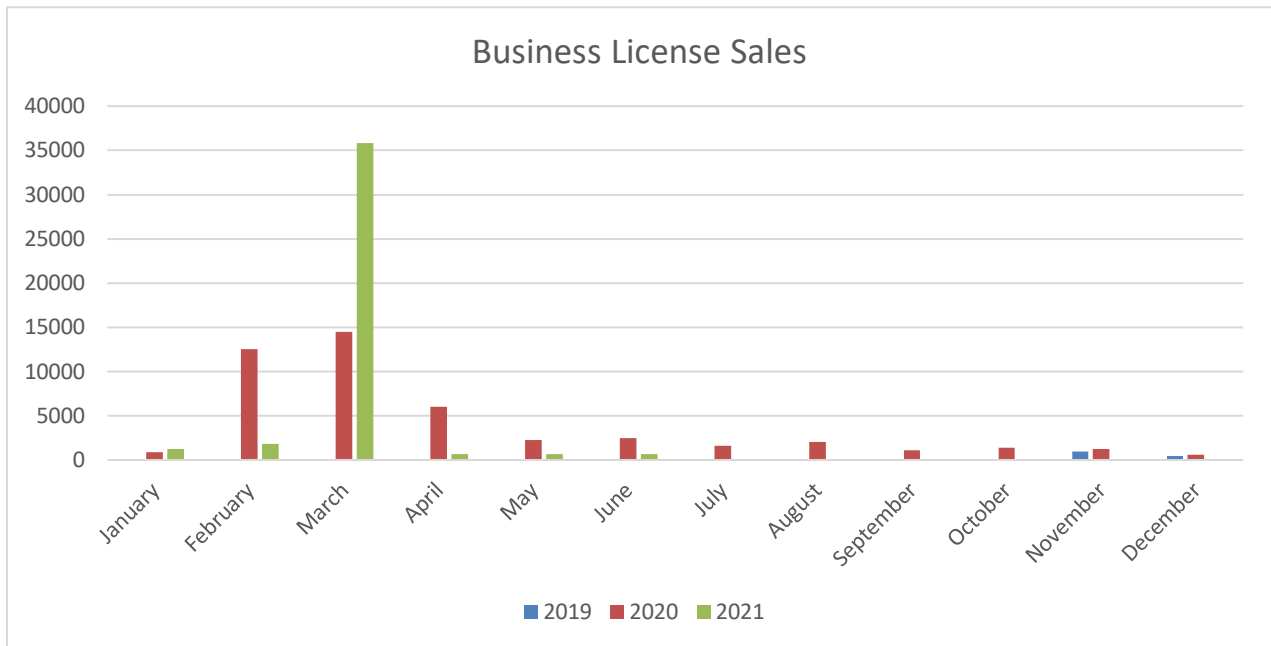
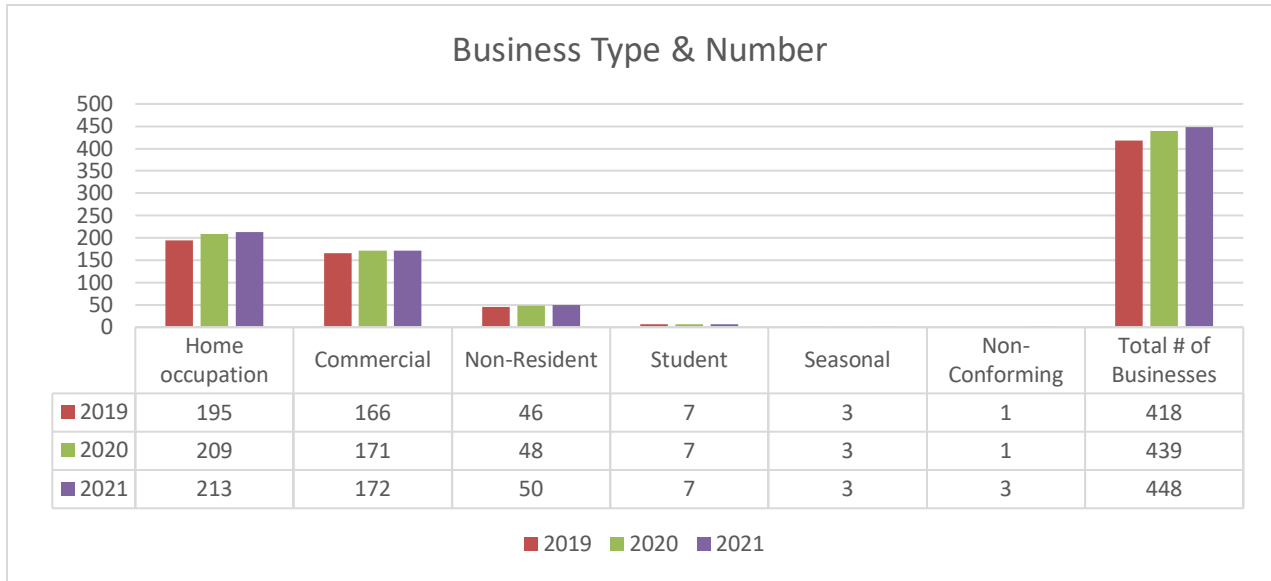




# REPORT TO COUNCIL

**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES      **DATE:** July 6, 2021

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT



## Inbound & Outbound Marketing



# REPORT TO COUNCIL

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**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES      **DATE:** July 6. 2021

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

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- Promotion through social media remains the focus for marketing. There has been an increase in engagement this month.
  - [www.facebook.com/hayrivertourism](http://www.facebook.com/hayrivertourism)
    - Post Reach up 95% 1.3K page likes
    - Post engagement up 65%
    - Page likes up 92%
  - [www.twitter.com/hayrivertourism](http://www.twitter.com/hayrivertourism)
    - number of impressions 1,157 down 1,854 – down 25%
    - 214 unique followers up from 199 in May – up 6%
    - Profile visits 385 up from 253 in May – up 8%
    - Number of tweets posted was down this month which lead to the lower number of impressions
  - [www.instagram.com/hayrivertourism](http://www.instagram.com/hayrivertourism)
    - Currently 308 unique followers up from 294
    - Following 338 accounts up from May 334
    - Reach was 307 down 20% - May 366 up 56%
    - Fewer posts were made which led to lower engagement with potential audience
  - [www.hayriver.com](http://www.hayriver.com)
    - Users for June were 3.4K down from May 6.2K – down 49%
    - Sessions were 4.1K down from 15K last month – down 76%
    - Average session duration was 1m 17sec down from 4m 33 sec – down 72%
    - Traffic Channel Source
      - 428 organic engagement down from 502,
      - 82 Social Media up from 34,
      - 203 Direct Search down from 322,
      - 10 Other Site Referrals down from 20
    - Top 10 pages visited –
      - Home page
      - Tourism/Attractions
      - Contact-directory
      - Parks-recreation
      - Tourism/community-information and businesses
      - Breakup
      - Don Stewart Aquatic Centre
      - Media-category/bylaws
      - Tourism/festivals-events
  
- Marketing Items and Content:



# REPORT TO COUNCIL

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**DEPARTMENT:** RECREATION AND COMMUNITY SERVICES      **DATE:** July 6, 2021

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- Hay-Cation, local historical events of interest by date, Fisherman's Wharf Market, NWT Parks, beaches, lake and river, Hay River as the Hub for Adventure in the South Slave Region, and minor ball clinic.

**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

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**Prepared by:**  
Peter Magill  
Tourism and Economic Development Coordinator  
Date: July 6, 2021

**Reviewed by:**  
Stephane Millette  
Director of Recreation  
Date: July 6, 2021



# REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: July 6<sup>th</sup>, 2021

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

## RECOMMENDATION:

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

## BACKGROUND

OFFENCE	INQUIRY	INVESTIGATED (NO SUBSTANTIATION)	WARNINGS (VERBAL, LETTER OR VISUAL)	SHELTER	FINES	TOWED	RETURNED TO OWNER	OTHER ACTION
<b>Animal Control Bylaw</b>								
Animal Abuse/Welfare	7	6		1				
Barking Dogs								
Dog Attack	1	1						
Dog Bites								
Loose Cat/Dog	17	6	3	5	1		2	1
Sled Dog Complaints								
Miscellaneous	1			1				
<b>Business License</b>								
No Business License	1	1						
Operating business not as permitted	1	1						
<b>Traffic Bylaw/Motor Vehicles Act</b>								
Vehicle/Trailer Parking	9	4	2			1		1
ATV/Snow Machine	17	1	16					
Fail to Stop (Sign or Light)	2		1		1			
Distracted Driving	2				2			
No Seat Belt	7		5		2			
Fail to carry/No valid driver's licence	4		3		1			
Suspended/Prohibited Driver	1		1					
Vehicle Unfit for Road								
Fail to carry/No Insurance	9		5		3	2		
Fail to carry/No registration	10		7		3			
Unsecure Load	1		1					
Obstructed Windshield/Windows								
Fail to drive to road conditions								
Improper use of plate	1				1			
Drive w/o lights during low visibility	1		1					
No license plate	2		2					
Speeding	24		16		8			
Speeding (School/Construct/Industrial)	25		14		11			
Suspected Impaired Driver	2							2
Miscellaneous	7		2		5			



# REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: July 6<sup>th</sup>, 2021

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

Unightly Bylaw								
Overgrown Trees	3		3					
Long Grass & Weeds	64	1	63					
Garbage	6		6					
Miscellaneous	8		7					1
Taxi Bylaw								
Taxi Not Available	3	3						
Smoking/Drinking in Taxi	1	1						
Fail to carry/No Taxi Permit								
Noise Abatement Bylaw								
Noise Complaint	5	4	1					
Fire Prevention Bylaw								
Burning without permit	1	1						
Fireworks without supervision/permission	1	1						
Improper Storage of Hazards								
Miscellaneous	1	1						
Unsafe/Hazardous Behaviour								
Walking on railroad tracks	3		3					
ATV's on railroad tracks								
Intoxcated- Unable to care for self	11	3						8
Fighting in Public	2		2					
Public Urination/Defecation	3	1	2					
Loitering	1		1					
Off-road vehicle w/o helmets on road	2		2					
Drinking in public	5		4					1
Vehicle blocking roadway	1		1					
Snow Removal Bylaw								
Sidewalks not cleared								
Snowbanks causing hazard								
Snow being put on private property								
Miscellaenous								
<b>TOTAL</b>	<b>271</b>	<b>36</b>	<b>174</b>	<b>5</b>	<b>38</b>	<b>0</b>	<b>2</b>	<b>14</b>

## Community Beautification

Residents have received notices regarding their unsightly properties. These notices were educational in nature initially and included information on the infractions and the items needing to be taken care of. Fines will begin to be handed out as we progress into summer for those not meeting compliance.

Nine (9) major unsightly properties have been identified and notices have gone out to those properties to provide a response to the Town within 14 days of a plan that satisfies the Town on how they are going to clean up the property. So far one (1) unsightly property has been resolved in a timely manner that exceeded the expectations of the Town. There is a document for



# REPORT TO COUNCIL

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: July 6<sup>th</sup>, 2021**

**SUBJECT: MUNICIPAL ENFORCEMENT REPORT**

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tracking identified as Major Unsightly Properties which includes the steps taken and the current stage of process in motion. This document is updated regularly as new information becomes available.

As for the majority of the remaining unsightly properties, regular follow ups are occurring to see if progress has been made without notification to the Town of their intentions to clean up the property. These properties are being monitored closely and support to these properties will be offered upon request.

One (1) greenspace backing onto a public easement has been cleaned up and cleared of unwanted items such as trailers, abandoned vehicles, building materials and piles of fallen brush. Efforts are going to remain to continue to address these concerns throughout Town.

## **School Safety**

Educational reminders are frequently going out to remind motorists that school zones are 30km/h.

## **Road Safety**

Aggressive and Careless Driving appears to be on the rise. It has been reported numerous times of aggressive drivers operating on the roadways doing burnouts and donuts on Town streets which cause damage to the infrastructure and put others and themselves at risk. Multiple reports have also been received regarding off-road vehicles such as dirt bikes, ATVs and side-by-sides being used in a reckless manner on Town streets.

Two (2) incidents of suspected impaired drivers were investigated, one (1) incident resulted in an immediate roadside driver's license suspension being issued.

## **Upcoming Goals**

To keep on top of Unsightly Properties and provide support to those who may have a difficult time maintaining their properties. This may include persons with disabilities and those with limited mobility. Identifying these persons is currently a work in progress.

Working on a strategy to find better ways to educate and limit the reckless use of off-road vehicles on Town streets while promoting safe behaviours when operating off-road vehicles.

## **Speed Statistics for the Month**

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

**Porritt Landing/Industrial (40km/h Zone)- 79km/h**  
**MacKenzie Highway near Hospital (60km/h)- 121km/h**  
**Woodland Drive School Zone in front of Harry Camsell/PA Schools (30km/h)- 56km/h**  
**MacKenzie Highway/104<sup>th</sup> Street residential area (40km/h)- 78km/h**



# REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: July 6<sup>th</sup>, 2021

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

MacKenzie Highway near Airport (60km/h)- **88km/h**  
Highway 5/Highway 2 Junction (70km)- **119km/h**

**COUNCIL POLICY / STRATEGY OR GOAL:**

Strategy:  
Goal:

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

All applicable Bylaws and Territorial Legislation  
Town of Hay River Bylaw Enforcement Prioritization Plan

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**



One (1) of roughly nine “major” unsightly properties being addressed currently in an ongoing effort to improve beautification of the Town.



# REPORT TO COUNCIL

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**DEPARTMENT:** PROTECTIVE SERVICES

**DATE:** July 6<sup>th</sup>, 2021

**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

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**Prepared by:**

Travis Rosborough  
Protective Services Specialist  
Date: July 2nd, 2021

**Reviewed By:**

Travis Wright  
Director, Protective Services  
Date: July 2nd, 2021





# REPORT TO COUNCIL

**DEPARTMENT:** Public Works

**DATE:** July 6, 2021

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

## RECOMMENDATION:

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

## BACKGROUND:

### Capital Projects 2021:

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

2021 Capital Projects	
Project	Update
New Town Hall	Discussions have occurred with Town's engineering partner on preliminary building designs to support funding applications. Preliminary design scheduled for the fall.
Old Town Hall Demolition (carry over from 2020)	Consultant finalizing tender documents, expected to have for Town review in early July. Tender to take place in late summer with work to occur in fall.
New Lift Station	Work progressing as per construction schedule. No major issues to date. Expected completion of early 2022.
Fraser Place Development	Rezoning work for area has been completed. Project on hold until fall due to migratory bird issues involved in tree clearing.
Market Garden Road Extension	Options for this project being investigated.
Caribou Crescent Water Sewer and Drainage (carry over from 2020)	Prep work has begun on the base for the sidewalks. Concrete pouring expected to commence in early July.
Beaver Crescent Water, Sewer, and Drainage	Construction has begun on project. Expected to continue throughout the summer with paving in 2022.
Riverview Drive Upgrade	Construction has begun on project. Expected to continue throughout the summer with paving in 2022.
Waste Diversion Project - Tire Recycling (carry over from 2020)	Have received clarification from GNWT on eligible expenses for funding. RFP details for this work being finalized and expected to be put out in July.
Hazardous Waste Removal Project	MACA led project that is contingent on new ICIP funding.
Capital Drive Watermain	Design work planned for Q3 or Q4.
Paradise Road Realignment	Work to take place during summer months.



# REPORT TO COUNCIL

**DEPARTMENT:** Public Works

**DATE:** July 6, 2021

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

New Water Licence Requirements	New water licence in place as of January 31.
New Back Hoe	Tender currently out for competition, closing in early July with award expected by end of July.
Water Treatment Plant Feasibility Study and Preliminary Design	The ICIP application for this project was approved for 50% funding of the \$450,000 proposed project. Administration will work to identify additional funding for the project and proceed with procuring a consultant for the project.
Flood Mitigation	Temporary flood mitigation efforts were put in place for the 2021 spring break-up. These efforts worked as intended. Mid to long term mitigation work to proceed as priority areas are identified.
Subdivision - Sundog	Preliminary work on this project planned for later in 2021.

**New Lift Station:**

Base slab for the building has been poured and work is progressing to the walls. Rebar being installed and walls to be poured soon. The project continues to progress and remains on schedule with expected completion in early 2022.

**Caribou Crescent:**

Base material has been placed, compacted, and tested in preparation for curb & gutter work commence. The concrete pour is expected to take place in July with yard restorations and asphalt work to follow. The project is expected to be completed on schedule this fall.

**Beaver Crescent and Riverview Drive:**

Work is well underway on the underground infrastructure for this project. Initial work started at the south end of Riverview and has progressed up to Caribou Crescent. New water and sewer mains as well as connections to residences are being installed and the roadway being backfilled afterwards. Work expected to continue throughout the summer and fall with paving work scheduled to take place in 2022.

**Water Treatment Plant:**

The Town's application for funding under the ICIP funding program for a WTP Feasibility Study and Preliminary Design was approved for 50% funding of the \$450,000 budget identified in the application. The Town had applied for 75% funding for this project. Administration will look to identify funding opportunities for the 25% difference in funding and will move forward with the project. Administration will determine the best method for moving forward with procurement of qualified professional consultants for the work and the project is expected to move forward in fall of 2021.



# REPORT TO COUNCIL

**DEPARTMENT:** Public Works

**DATE:** July 6, 2021

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

Work that was identified in the 2020 MACA report and other recent inspections has been priced out and is being completed to improve operations at the existing WTP. Minor equipment improvements and maintenance work will continue as well as additional testing on water quality and treatment options.

**Public Works Daily Operations:**

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

Regular Operations and Maintenance Items	
Item	Activity
Water & Sewer	Water shut offs and turn ons as requested Water and Sewer inspections of areas of concern Water and Sewer locates as required Meter readings taken Flushing of lines Water and Sewer repairs as necessary Meter replacements Month end water report
Water & Sewer Facilities	Daily rounds of facilities
Roads	Street sweeping of road sands Sign repairs New sign installation Cleaning of ditches Clearing of culverts Painting of lines on curbs and streets has begun Traffic light maintenance & repairs
Other	Regular fleet maintenance & repairs Funerals

A new Town Foreman started in late June and has begun implementing new tracking methods for work and daily activities. This will result in more details on daily operations being available for the monthly reports in future months.

**Solid Waste Facility Operations:**

The Town’s Solid Waste Facility continued regular operations and monitoring activities throughout the month. No significant issues to note with current landfill operations. The new water licence



# REPORT TO COUNCIL

**DEPARTMENT:** Public Works

**DATE:** July 6, 2021

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

will likely lead to some minor changes in both operations and infrastructure at the Solid Waste Facility. Administration is currently working on updates to the Town's garbage bylaws.

The annual spring Curbside Cleanup event started on May 25<sup>th</sup> with crews picking up household waste from residential neighbourhoods throughout town. The cleanup continued into early June, wrapping up the week of June 7<sup>th</sup>.

### **Water Licence Activities:**

Regular monitoring programs continue as per the requirements of the Town's water licence. The Town's consultant was in town again in early June to perform required surface water, groundwater, and lagoon effluent testing as required under the water licence. The consultant also performed some training of Town staff so that some of these testing requirements can be done in-house in the future.

The Town is preparing to undertake activities required under the new water licence this summer including the installation of additional monitoring wells at the solid waste facility and some additional testing operations. A Land Use Permit for the installation of new monitoring wells at the SWF was approved by the Board on June 30<sup>th</sup>.

### **Planning & Zoning:**

10 Development Permits and 2 Building Permits have been approved for June 2021. In the month of June 2020, there were 8 Development Permits and 4 Building Permits signed out.

<b>DATE</b>	<b>DEV #</b>	<b>CIVIC ADDRESS</b>	<b>DESC. OF WORK</b>
June 2/21	DH21-029	25 Eagle Crescent	LY Car Detailing (Auto Cleaning and Detailing)
June 7/21	D21-031	6-105 <sup>th</sup> Street	Demolish old house and set up newer Mobile Home
June 8/21	D21-033	308 Miron Drive	Kitchen and Deck Addition to existing House
June 11/21	B21-005	1-4 Courtoreille Street	Interior renovations for Retail Cannabis Store
June 14/21	DH21-034	88 Woodland Drive	Lepage Productions (Sound & lighting services for events)
June 16/21	D21-035	39 Riverview Drive	10' x 20' Greenhouse
June 22/21	DH21-036	84 Woodland Drive	Haywireaudio Productions (Audio production, recording live studio)
June 24/21	B21-006	6-101 <sup>st</sup> Street	3 Season Sunroom and Deck
June 24/21	DH21-037	3B Beaver Crescent	Snowy Owl Designs (Decals and Maybe Small Signs)



# REPORT TO COUNCIL

**DEPARTMENT:** Public Works

**DATE:** July 6, 2021

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

June 24/21	D21-038	Porritt Landing Marina	Install Lighting and Security Cameras
June 29/21	D21-039	41 Miron Drive	Install new Fence
June 30/21	DH21-040	426 Miron Drive	Glass by Max (Stained Glass Crafts)

Work is continuing on the review and update of the Town's Zoning and Building Bylaw. The consultant will be working on Council and community engagement in the months of July and August with the new bylaw expected to be completed this fall.

Consultation with local indigenous groups on an amendment to the Community Plan to support addition of 10 residential properties on Vale Island is ongoing. A request from KFN was received to extend the consultation period as they research impacts associated with the old Federal Day School that was located in the area.

## COUNCIL POLICY / STRATEGY OR GOAL:

N/A

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

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

## FINANCIAL IMPLICATIONS:

N/A

## ALTERNATIVES TO RECOMMENDATIONS:

N/A

## ATTACHMENTS:

N/A

**Prepared by:** Mike Auge  
Director of Public Works  
June 30, 2021

**Reviewed by:** Glenn Smith  
SAO  
July 2, 2021



# REPORT TO COUNCIL

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** July 6<sup>th</sup>, 2021

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

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**RECOMMENDATION:**

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

**BACKGROUND:**

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## Recreational Programming

### Operational Updates

Recent announcements from the Office of the Chief Public Health Officer have impacted Department of Recreation facilities and services. The OCPHO removed restrictions on most outdoor gatherings and events up to 200 individuals on June 9<sup>th</sup>. The GNWT also made a similar announcement regarding indoor gatherings and events on June 29<sup>th</sup>.

The Department of Recreation is expected to be impacted mostly via increased rental requests at the Community Centre, as well as a return to pre-Covid operations for the Don Stewart Aquatic Centre. Department of Recreation staff maintains communications with patrons and community partners to confirm how each group is impacted.

### Fitness Programming

Fitness Programming was reduced to only spin classes and a foam rolling class due to low attendance in other programs. The Department's Recreation Programmer is acquiring fitness certifications via online training opportunities. Department staff are also updating fitness programming plans and schedules to ensure optimal use of the Multipurpose Room with the additional fitness equipment purchased recently via MACA's Sport and Recreation funding.

### Youth Programming

Weekly After-School Club activities wrapped up in June. Registration and attendance numbers remained consistent, and the program continues to be well received by the public. Communications and cooperation have started with the Soaring Eagle Friendship Center regarding a partnership to continue and improve the after-school programming in September.

Summer student employees started planning and preparing for the Summer Heat camps in June. Staff have been working closely with the Recreation Programmer and the Recreation Programming Supervisor who are acting in a mentorship role. Summer Heat Play Leader employees will also participate in Recreational Leadership training being offered by the Mackenzie Recreation Association from July 6<sup>th</sup> to 10<sup>th</sup>.



# REPORT TO COUNCIL

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** July 6<sup>th</sup>, 2021

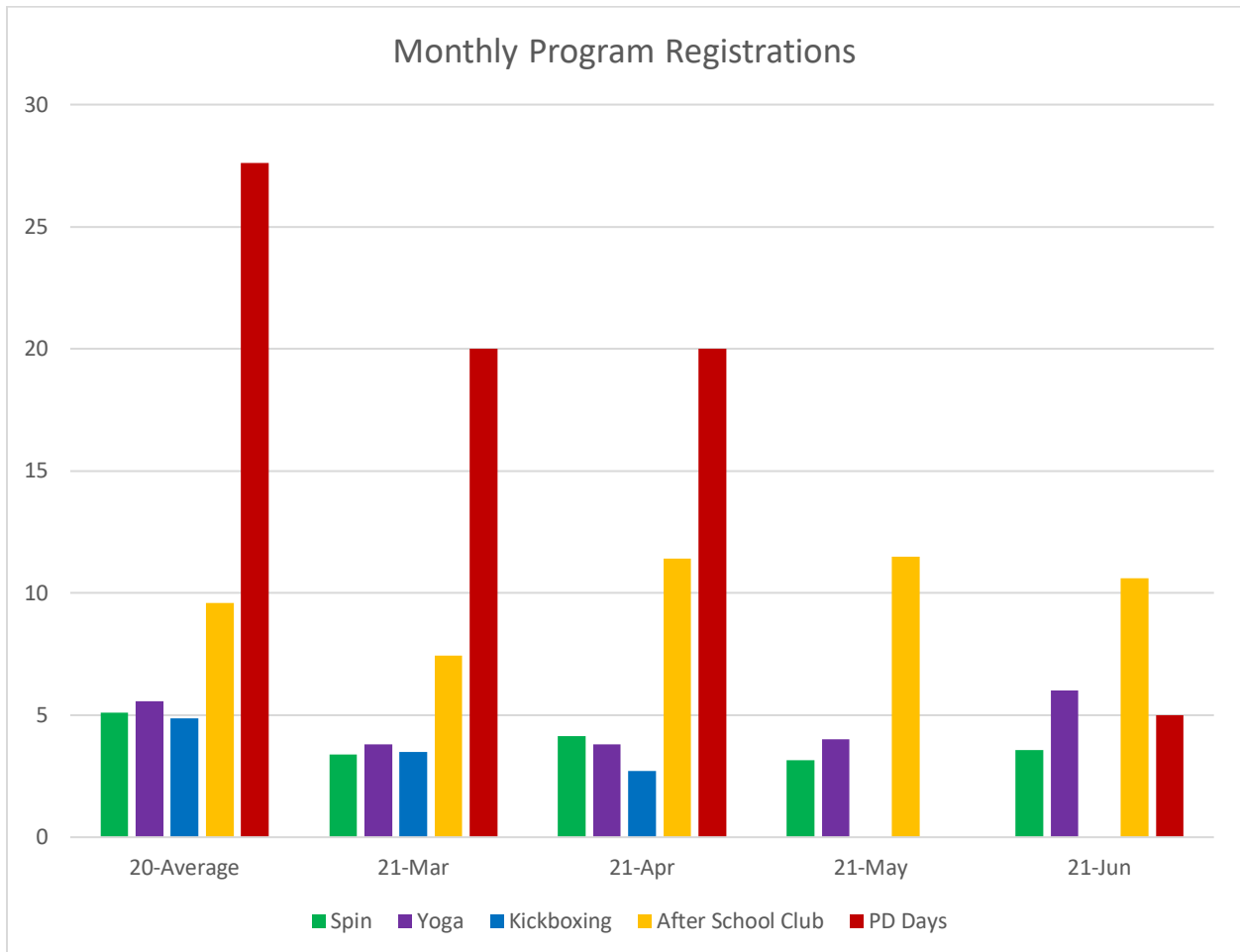
**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

## Community Programming

The Multi-Sport Drop-In saw a reduction in numbers in June, most likely due to the nice weather and return of outdoor activities.

Several sports field user groups returned to play in June. Hay River Minor Ball, Hay River Mixed Slo-pitch and Hay River Men’s Fastpitch have weekly field times scheduled at Keith Broadhead Park and/or Tri Service Park. The Director of Recreation also maintains communication with youth soccer groups making use of the school soccer fields. The Hay River Golf Course also returned to full operations in June. Though the Department does not support school fields and golf course operations directly, the Director of Recreation maintains communications with representatives of these groups to stay informed and provide support as and when needed.

## Recreation Programming Statistics

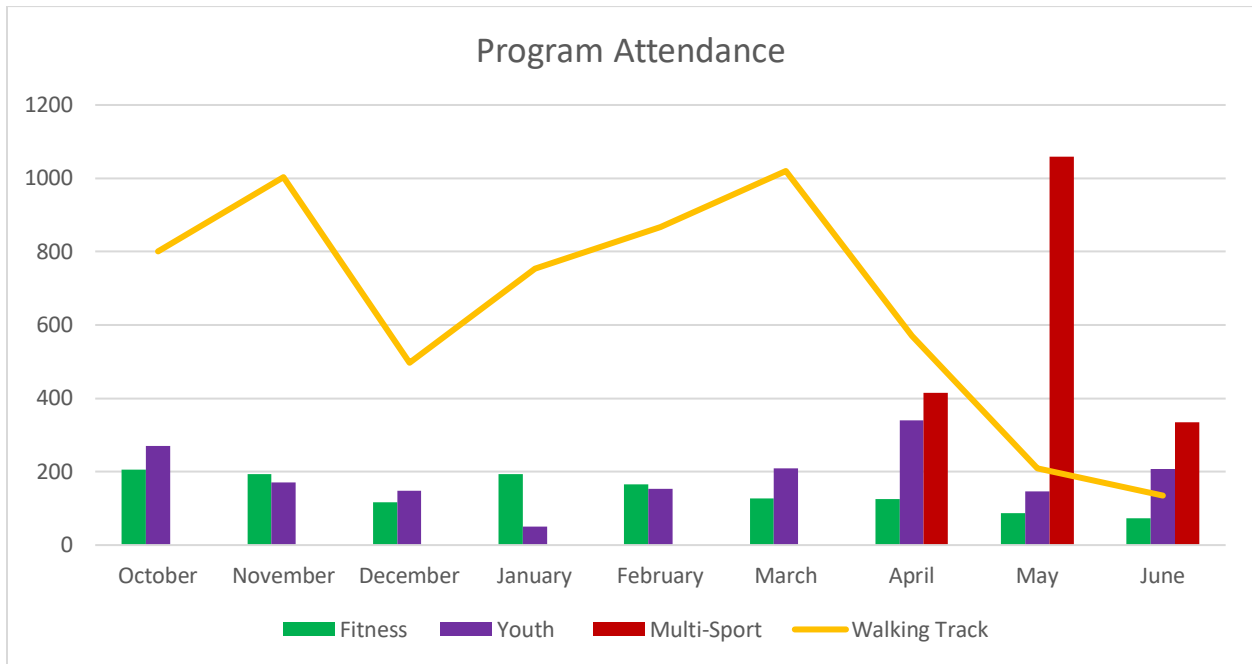




# REPORT TO COUNCIL

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** July 6<sup>th</sup>, 2021

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



## Aquatics

### Swimming Lessons

The year's third set of swimming lessons was completed on June 29<sup>th</sup> with 23 participants registered. Success rates were low for the current set of lessons, with only 7 swimmers meeting the required criteria. Aquatics staff review swimming lesson results collectively to better prepare and adjust future swimming lesson offerings.

The next set of lessons begins July 6<sup>th</sup> with similar registration numbers and format. Interest and feedback remain positive, likely due to the consistency in lesson offerings and communications in recent months.

### Staffing

The Aquatics team maintains a full compliment of staff. Staffing needs are expected to be met via term and casual employees for the remainder of the summer, but recruitment is ongoing for permanent full time Senior Lifeguard and Lifeguard positions to ensure adequate staffing in September.





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The Department of Recreation redeployed 3 Lifeguards and 3 Junior Lifeguards to the Hay River Public Beach on July 1<sup>st</sup>, as part of the Town’s renewed partnership with the GNWT Department of Infrastructure, Tourism and Investment. THR’s Aquatics Supervisor delivered *National Lifeguard Waterfront* training as per Lifesaving Society standards and requirements. on June 28<sup>th</sup> and 29<sup>th</sup>. Beach attendants will be stationed at the beach 7 days per week between the hours of 10:00am and 6:00pm.

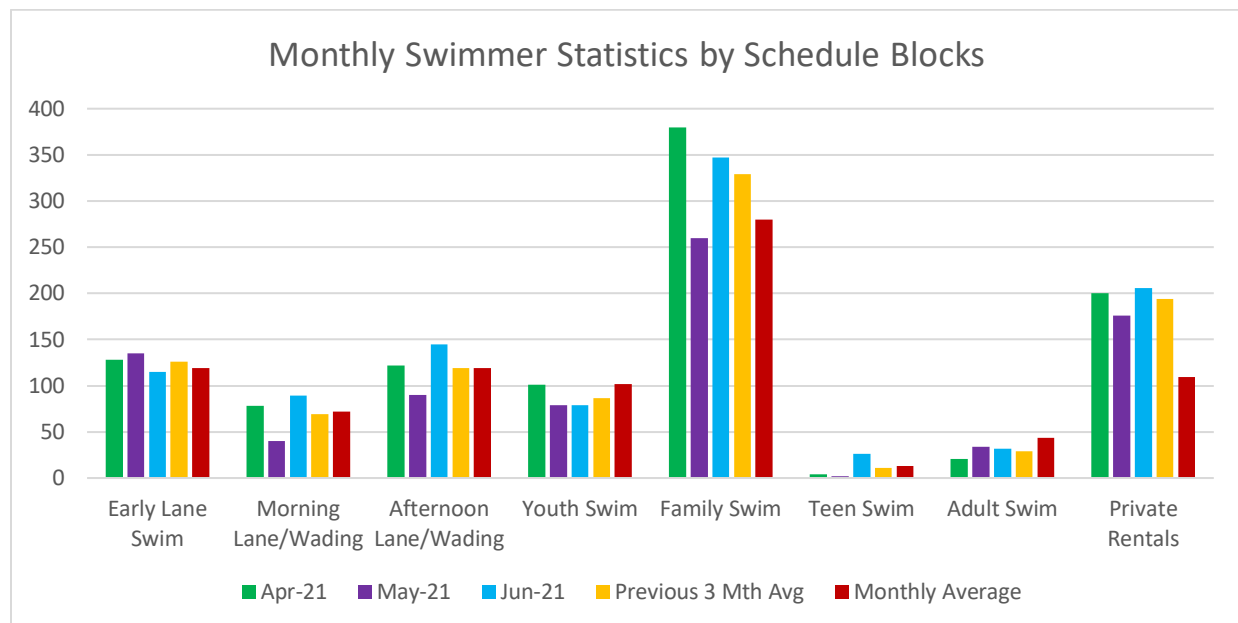
### Attendance

Private rental bookings remained popular in June with several school and day home groups making use of the facility. Some other swims showed increased numbers which helped raise attendance from previous months.

### General

Don Stewart Aquatic Centre occupancies were increased to 35 swimmers in the pool, 8 individuals in the hot tub and 3 swimmers per swimming lane. The Office of the Chief Public Health Officer also authorized the following in early June: use of the changeroom showers, splash pad equipment and the waterslide with appropriate operational guidelines.

The Office of the Chief Public Health Officer announced further relaxation of Covid-19 guidelines and restrictions on June 29<sup>th</sup>. Following the announcement, the South Slave’s Environmental Health Officer confirmed that the Department of Recreation can return to pre-Covid occupancies and operations for the Don Stewart Aquatic Centre.

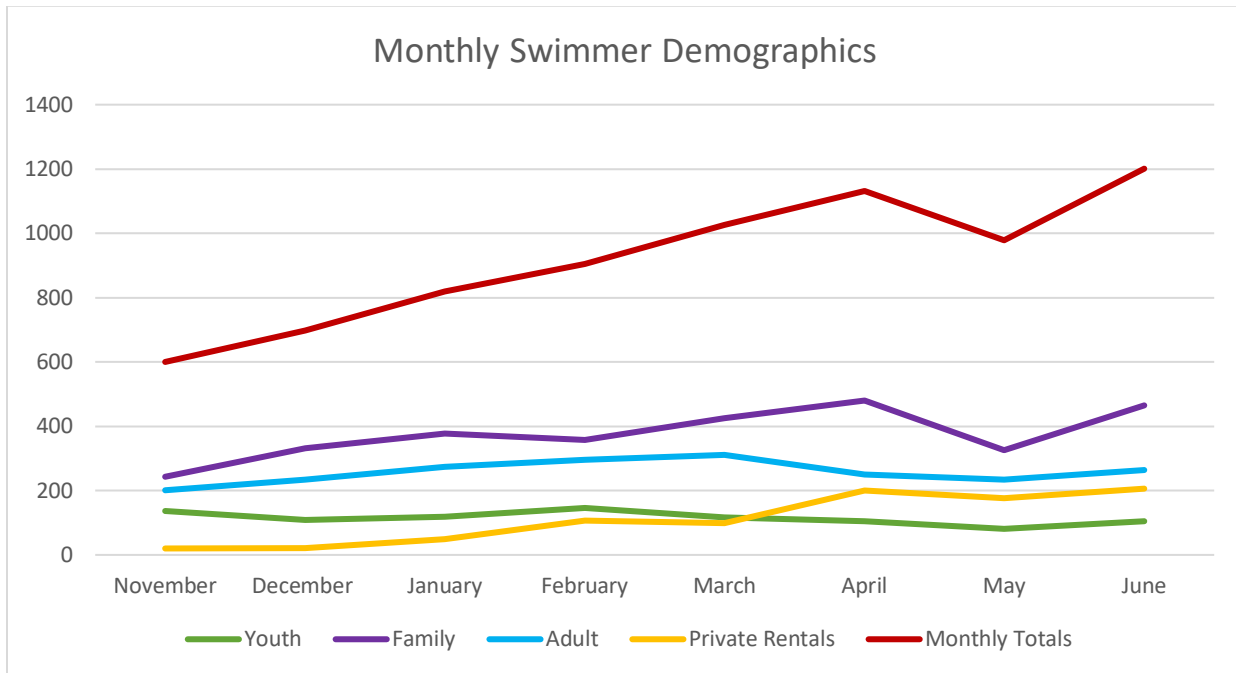




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## Facilities and Maintenance

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

- Maintenance:
  - Increased frequency of room rentals requiring setup (i.e. birthday parties);
  - Hot tub circulation pump required gasket replacement;
  - Replacement soffit received for Don Stewart Aquatic – installation in June;
  - Intrusion alarm system trouble shooting via contractor services – system fully-repaired and operational as of May 2021;
  - Janitorial contract ongoing with additional Covid-19 cleaning and routines;
    - additional contractor fees at Hay River Curling Club’s cost;
- Improvements:
  - Pool pumps conversion project ongoing with local contractor;

### Outdoor sport fields and assets:

- Ongoing litter pickup and cleaning of downtown core as well THR maintained parks;
- Annual inspection and initial maintenance of parks and greenspaces;



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- Organization and clean up of Department of Recreation shop and yard;
- Seasonal preparation of Fishermen's Wharf Pavilion for rentals and market season;
- Preparation of Porritt Landing Marina for seasonal docking season;
- Maintenance:
  - ball diamond maintenance underway with softball leagues starting in June;
  - greenspace checks and preparations of mowing equipment;

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

N/A

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

**Prepared by:**  
Stephane Millette  
Director Recreation and Community Services  
Date: July 2<sup>nd</sup>, 2021

**Reviewed by:**  
Glenn Smith  
SAO  
Date: July 2<sup>nd</sup>, 2021



# REPORT TO COUNCIL

**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: July 6, 2021**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

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## **RECOMMENDATION:**

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

## **BACKGROUND:**

### **Summary:**

The Protective Services group has had a busy month, with a total of 60 EMS Responses. Out of those 60 responses, 15 were to members of the vagrant population, which is down from 27 responses in May. A tracking mechanism will be developed for future reports to council regarding responses to the vagrant population. At present, our average ambulance response for 2021 is running at 62 calls per month and we are currently 108 EMS responses over last year at this point. As far as fire response is concerned, we had 2 structure fires, 4 false alarms, and 2 Rescue Calls. One of the structure fires caused significant damage and resulted in a total loss at 44B Patterson Rd.

The Protective service department has been focusing on putting together an application for Fire Smart Funding from ENR. This year, we hope to acquire \$45,000 to finish the Fire Break that runs from the hospital to the Lagoon. This continuation of the fire break would give the community consistent protection from the west. It would be effective in helping stop or slowing any wildfire in the area. We are also hoping to fire smart a few areas that the department of recreation has identified if there are any additional funds available.

The Fire Department has been training on water supply teaching proper hydrants operations, and drafting from porter tanks into the apparatus. Apparatus driver training was also conducted by setting up an obstacle driving course to teach appropriate driving technics to the members.

Repairs to the radio's on both Medic 1 and Medic 2 were completed to improve communication with dispatch from the hospital. This also improves communication on reporting vitals to the hospital during the response.

In June, 544 hours were invested by the members of the Protective Services Department, bringing us to a total of 3359 hours YTD. These hours do not include the Town of Hay River Employees who responded during working hours.



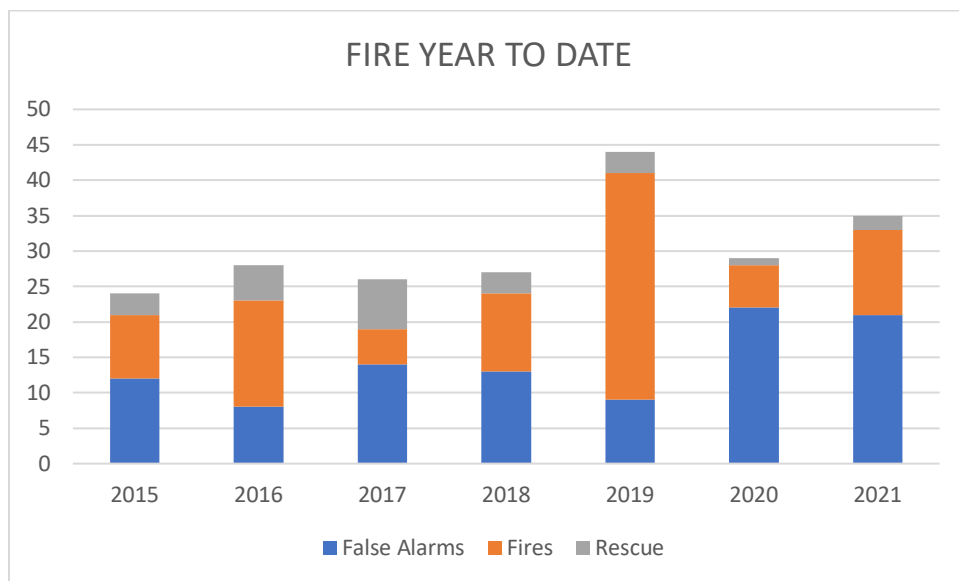
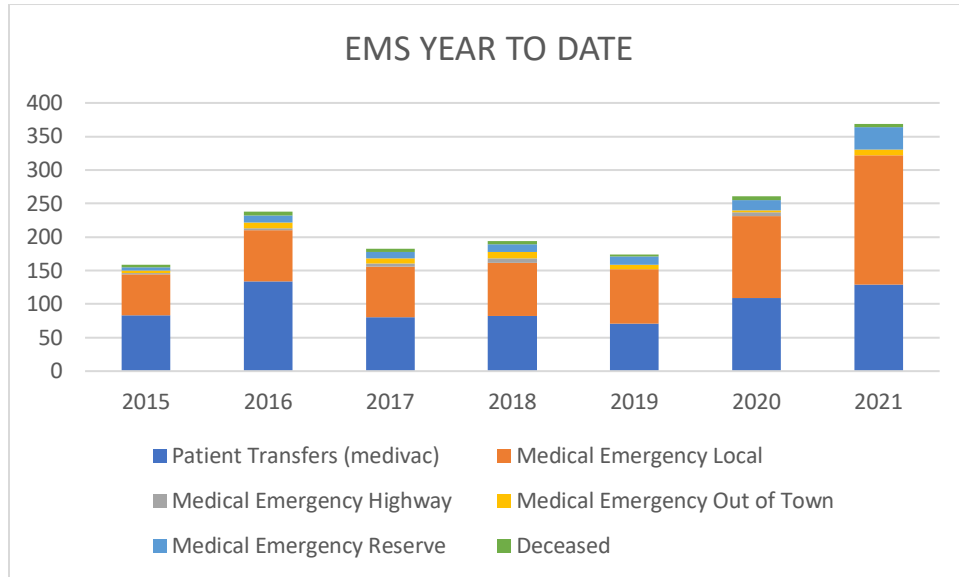
# REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: July 6, 2021

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## STATISTICS



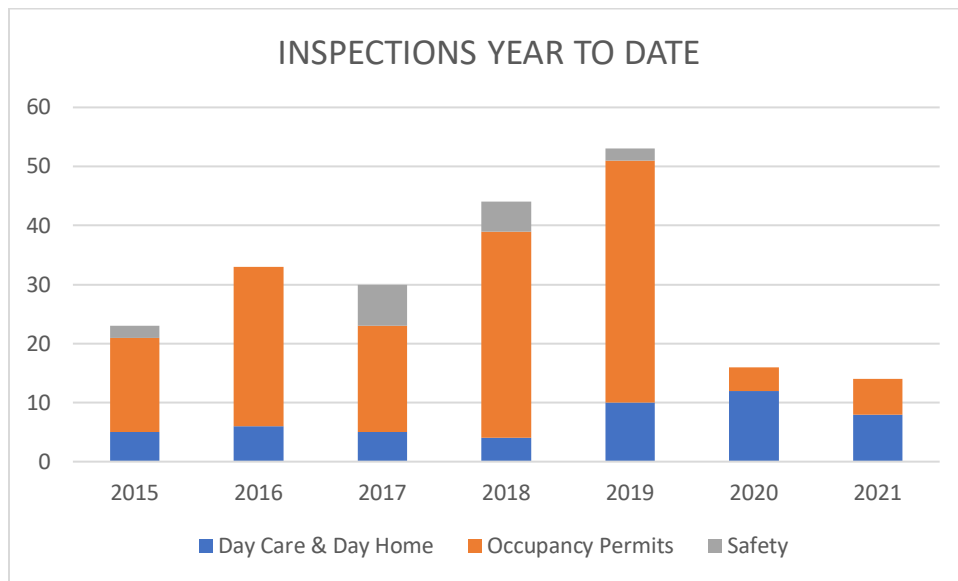


# REPORT TO COUNCIL

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DATE: July 6, 2021

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## MAINTENANCE

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



# REPORT TO COUNCIL

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: July 6, 2021**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

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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:**

None

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**Prepared by:**  
Travis Wright  
Director Protective Services/Fire Chief  
Date: July 2<sup>nd</sup>, 2021

**Reviewed By:**  
Glenn Smith  
Senior Administrative Officer  
Date: July, 2, 2021



# REPORT TO COUNCIL

DEPARTMENT: FINANCE & ADMINISTRATION

DATE: July 6<sup>th</sup>, 2021

SUBJECT: Investing in Canada Infrastructure Program (ICIP) Contribution Agreement for Community Road Upgrades Improvement Project

## RECOMMENDATION:

THE COUNCIL OF THE TOWN OF HAY RIVER approves the Investing in Canada Infrastructure Program (ICIP) Contribution Agreement for Community Road Upgrades Improvement Project.

## BACKGROUND:

This agreement shall commence on July 18<sup>th</sup>, 2021 and shall terminate on September 1<sup>st</sup>, 2027 unless terminated earlier in accordance with provisions of the agreement. Project construction must be completed by September 1<sup>st</sup>, 2027.

Project Name	Project Description	Eligible Start Date*	Total Eligible Expenditures	Maximum Federal Funding Amount
Hay River Community Road Upgrades Improvement Project (Capital Drive and Industrial Drive)	The project output involves 1 km of rehabilitation along Capital Drive and Industrial Drive in Hay River, NWT. The project scope includes the replacement of asphalt and the replacement of sidewalks on both sides of Capital Drive and improvements to the road grade on Industrial Drive.	June 18, 2021	\$5,322,600	\$3,991,950

\*Note: No site preparation, vegetation removal or construction can occur and Canada will not pay eligible capital costs until Aboriginal consultation requirements are met and continue to be met in accordance with the ICIP Agreement.

## COUNCIL POLICY / STRATEGY OR GOAL:

N/A

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

## FINANCIAL IMPLICATIONS:

N/A





# REPORT TO COUNCIL

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**DEPARTMENT: FINANCE & ADMINISTRATION**

**DATE: July 6<sup>th</sup>, 2021**

**SUBJECT: Investing in Canada Infrastructure Program (ICIP) Contribution Agreement for Community Road Upgrades Improvement Project**

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**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
**Stacey Barnes**  
**Council Administrator**  
July 2<sup>nd</sup>, 2021

**Reviewed by:**  
**Glenn Smith**  
**Senior Administrative Officer**  
July 2<sup>nd</sup>, 2021



# REPORT TO COUNCIL

**DEPARTMENT:** Public Works

**DATE:** July 6<sup>th</sup>, 2021

**SUBJECT:** Tender Award for New Backhoe

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER awards the tender for the supply and delivery of a new backhoe loader to Rocky Mountain Equipment.**

## BACKGROUND:

The tender for the supply and delivery of one new backhoe loader closed on July 5<sup>th</sup>, 2021 at 3:00pm and had three submitted bids:

- Finning Canada - \$178,213.98
- Liftboss Inc. - \$214,014.22
- Rocky Mountain Equipment - \$155,537.20

The 2021 budget has \$200,000 allocated to this purchase.

In addition, the tender included a provisional extended warranty option which was priced at \$4,241.00 by Rocky Mountain Equipment. The total tender value including the provisional extended warranty is \$159,778.20 which is within the allocated 2021 budget.

Administration recommends that the tender be awarded to Rocky Mountain Equipment and that the provisional extended warranty be included in the award.

## COUNCIL POLICY / STRATEGY OR GOAL:

N/A

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaw 2388 Procurement Bylaw and Policy

## FINANCIAL IMPLICATIONS:

Tender results are within the 2021 budget allocated to this item.

## ALTERNATIVES TO RECOMMENDATIONS:

Council award the tender to Rocky Mountain Equipment but not included the provisional extended warranty.



# REPORT TO COUNCIL

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**DEPARTMENT:** Public Works

**DATE:** July 6<sup>th</sup>, 2021

**SUBJECT:** Tender Award for New Backhoe

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**ATTACHMENTS:**

N/A

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**Prepared by:**  
Mike Auge  
Director of Public Works  
July 6, 2021

**Reviewed by:**  
Glenn Smith  
SAO  
July 6, 2021