



AGENDA

PUBLIC INPUT

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. DECLARATION OF INTEREST

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

5. MINUTES

- a. Regular Meeting of Council – November 16th, 2020 – page 2-34

6. COUNCILLOR LIAISON REPORT

- a. Council Committee Reports

7. ADMINISTRATIVE ENQUIRIES

8. NEW BUSINESS

- a. Tourism and Economic Development Report for November – page 35-40
- b. Emergency Services Monthly Report for November – page 41-43
- c. Municipal Enforcement Monthly Report for November – page 44-49
- d. Public Works Monthly Report for November – page 50-53
- e. Recreation Monthly Report for November – page 54-58
- f. 10 Year Capital Plan – page 59-68
- g. Facemask Policy in Town Facilities – page 69-70
- h. Excused Absence – page 71

9. IN CAMERA

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

10. ADJOURNMENT



REGULAR MEETING MINUTES November 16th, 2020

The Regular Meeting of Council was held on Monday, November 16th, 2020 at 6:30pm By Video Conference Call

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

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

#20-263

MOVED BY CLLR CHAMBERS

SECONDED BY: CLLR ANDERSON

3. DECLARATION OF INTEREST

There were no declarations of interest for the Regular Meeting of Council, Monday, November 16th, 2020

4. ANNOUNCEMENTS, AWARDS & PRESENTATIONS

There were no announcements, awards or presentations for the Regular Meeting of Council, Monday, November 16th, 2020

5. DELEGATION

Cheetah Resources Presentation with David Connelly

6. BUSINESS ARISING

There were no business arising at the Regular Meeting of Council on Monday, November 16th, 2020.

7. ADMINISTRATIVE ENQUIRIES

Director of Finance – Sam Mugford

- Continuing to work on the 2021 budget
- Looking to reevaluate the town hall hours after the holidays

Director of Protective Services – Ross Potter

- Now have 37 members with 28 being EMR's and 19 having their 1001 firefighting
- Working on MSDS date base programs for the town facilities



REGULAR MEETING MINUTES November 16th, 2020

Director of Recreation – Stephane Millette

- Community Centre is operating efficiently with covid practices in place
- Pool is well attended with 236 swimmers last week
- Walking track numbers have been high
- Curling Club is open and running well
- Parent Action Committees have been decorating trees around the centre
- Maintenance team has been preparing the outdoor rinks
- The parade has been advertised along with Christmas activities

Cllr Willows – The trees look amazing

DM Bouchard – Will the outdoor rinks be ready before Christmas?

Millette – the 553 rink should be ready shortly, the old town rink in ongoing

Director of Public Works – Mike Auge

- Public Works staff have been working on snow clearing and sanding
- 3 staff are in first aid this week
- Continuing with 2021 budget work
- And working on ICIP funding applications

SAO – Glenn Smith

- Been busy with the human resource plan from the Strategic Plan
- Ongoing with the 2021 budget
- Attended land lease meetings last week
- Meetings with the GNWT- MTS has not yet completed the environmental cleanup
- Joint reply to the public utilities board (PUB) regarding power transfer
- MACA rejected the disaster assistance for the Landfill fire

8. COMMITTEE REPORTS

a. Tourism and Economic Development Report for October

RECOMMENDATION:

#20-264

MOVED BY: CLLR DUFORD

SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of October 2020.

CARRIED

BACKGROUND:

Tourism Activity:

- Hay-Cation marketing continues to attract a few tourists to town and the South Slave Region, but with fall over and winter beginning, October is more of a transitional season for tourism.
- Updated a flat sheet proof from Spectacular NWT promoting the trail systems in Hay River and Fort Smith.
- Provided accommodation information for a flat sheet on places to stay in Hay River.



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- Met with local outfitters, service providers and our interim Tourism Development Officer to begin building packages and experiences in Hay River and the South Slave Region to continue to attract Hay-Caytioners from Yellowknife and other regional communities to visit.
- October breakdown of visitor origin:
 - YK 11,
 - Ft. Smith 4,
 - QC 2,
 - AB 3,
 - Wrigley 1,
 - Inuvik 1,
 - Iqaluit 2
 - All out of NWT visitors confirmed that they had self-isolated for 14 days before entering the community.

Economic Development Activity:

- Began discussion with the Ski Club and Snowmobile Club on scope of work they are planning for upcoming Winter CAP funding opportunities.
- Working on Canada Cultural Spaces Fund ideas and approaching possibly interested community groups.
- Met with Chuck Lirette and viewed the mass wasting occurring on the edge of the canyon below the road to the Golf Course and Ski Club. We viewed the Smith Trail and discussed the potential of the ski trails also be used as walking/biking trails in the spring, summer and fall seasons.
- Provided a list of potential news stories about economic development and other positive successes to Moose FM, CBC and Cabin Radio.
- Provided further information to CanNor for THR's multiyear *Enhancing Community Tourism Platform* funding application -.
- Pitched COVID friendly winter activities and ideas to the Hay River Chamber of Commerce for retail to attract visitors to *Shop & Stay in The Hay*.

Other Activity:

- Winterizing of VIC building.
- Tourism & Economic Development Committee held it's first meeting since the pandemic. ITI's interim South Slave Tourism Development Officer, presented a proposal to continue promoting Hay-Cation/Staycation to Yellowknife residents, encouraging them to come to Hay River and the South Slave region during winter months. The committee was updated on THR's Tourism & Economic Development activities and initiatives.
- Participated in the selection of new NWT Tourism Board members.
- Coordination with Seniors' Society Foodcycler pilot program.
- CESO and ITI mentorship program mentor assigned for training/collaboration on social media plan; product development to begin on November 9, 2020.
- Received invitation to provide insight and suggestions for the Fort Smith strategic marketing plan.

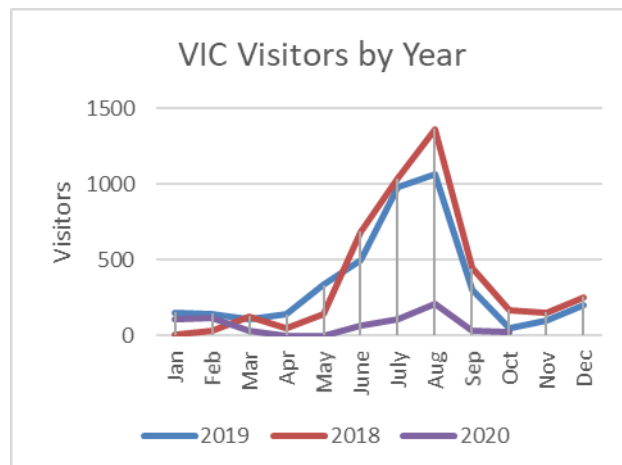
Key Performance Indicators:

External Funding Success

REGULAR MEETING MINUTES November 16th, 2020

- Provided additional information for THR's CanNor *Expanding Community Tourism Platform* funding application.
- No new funding applications submitted in October.

Visitor Information Centre Visitation



Gift Shop Sales



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Inbound Marketing

- Promotion through social media remains the focus for marketing. Hay-Cation promotion is continuing to promote Hay River and South Slave communities into the winter season. Hay-Cation ads have been continued in the next two issues of Up Here magazine.

Visitor Satisfaction Rating

- Feedback from tourists coming into the VIC is extremely positive and Hay-Cation marketing is the reason most tourists say they are visiting Hay River and the South Slave Region.
- Waiting on final tourism numbers from NWT Tourism and a breakdown of visitors to Territorial Parks during the Summer months.

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



REGULAR MEETING MINUTES November 16th, 2020

Prepared by:

Peter Magill

Tourism and Economic Development Coordinator

Date: October 29, 2020

Reviewed by:

Stephane Millette

Director of Recreation

Date: November 5th, 2020

b. Emergency Services Monthly Report for October

| |
|------------------------|
| RECOMMENDATION: |
|------------------------|

#20-265

MOVED BY: DEPUTY MAYOR BOUCHARD

SECONDED BY: CLLR CHAMBERS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Emergency Services Activity Report for October 2020 as presented.

CARRIED

| |
|--------------------|
| BACKGROUND: |
|--------------------|

Summary:

The Protective Services group had another busy month with a total of 57 emergency responses that were either medical or fire related.

Protective Services was able to fit test all applicable Town of Hay River Employees so that they can wear Self Contained Apparatus. This includes Protective Services, Public Works and Recreation.

Building inspections have been completed on all Town of Hay River Assets other than the Rec. Center, Aquatic Center and Rec Garage. The missing inspections will be completed the first week of November and all reports will be submitted to our Insurance Company. We are pleased to report that most of the deficiencies were minor in nature, and that we found the buildings to be clean and well organized.

This month's fire-related practical training involved a few training sessions dealing with Vehicle Extrication. We will be continuing with VX training in November where we will be practicing more advanced technical rescue skills.

Medical training dealt with packaging, scoop stretcher, cots plus we did several scenarios. This training was to prepare our class who participated in Medical First Responder training this month. We certified four members with Emergency Medical Responder. A much needed add to our group to lighten the load on our major responders.

EMO and Fire Department personnel continued working on all the monitoring stations for breakup. We have received the Data Loggers back, and the new Sensors have arrived. The Sensors have been installed at the Falls and at Paradise Valley.

From September 28, 2020 to October 31, 2020, 576.5, paid-on-call hours were served by the members of the Fire Department for a year to date, a total of 3,281 hours.



REGULAR MEETING MINUTES November 16th, 2020

STATISTICS

| FUNCTION | OCTOBER 2018 | OCTOBER 2019 | OCTOBER 2020 | OCTOBER 2018 YTD | OCTOBER 2019 YTD | OCTOBER 2020 YTD |
|--|-----------------|-----------------|-----------------|---------------------|---------------------|---------------------|
| Patient Transfers | 9 | 12 | 10 | 118 | 130 | 178 |
| Medical Emergency Local | 12 | 13 | 26 | 137 | 139 | 200 |
| Medical Emergency Reserve | 4 | 3 | 4 | 18 | 19 | 27 |
| Medical Emergency Highway | 0 | 0 | 1 | 6 | 1 | 8 |
| Medical Emergency Out of Town Patients | 0 | 1 | 9 | 12 | 11 | 36 |
| Body Transfer | 1 | 0 | 0 | 9 | 5 | 10 |
| Fires & Rescues | 1 | 0 | 1 | 20 | 39 | 12 |
| False Alarms | 2 | 7 | 4 | 28 | 21 | 41 |
| Training | 4 | 4 | 5 | 39 | 35 | 30 |
| Special Training | 3 | 3 | 6 | 23 | 38 | 13 |
| Maintenance | 5 | 4 | 4 | 39 | 35 | 25 |
| Fire Permits | 3 | 2 | 3 | 20 | 8 | 13 |
| Fireworks Permits | 0 | 0 | 0 | 8 | 1 | 4 |
| Public Safety | 5 | 0 | 0 | 27 | 20 | 11 |
| Inspections | 12 | 16 | 18 | 72 | 95 | 42 |

MAINTENANCE

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



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COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Ross Potter

Director Protective Services/Fire Chief

Date: November 1, 2020

Reviewed By:

Glenn Smith

Senior Administrative Officer

Date:

c. Municipal Enforcement Monthly Report for October

RECOMMENDATION:

#20-266

MOVED BY: CLLR WILLOWS

SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for October 2020 as presented.

CARRIED

BACKGROUND



REGULAR MEETING MINUTES November 16th, 2020

| OFFENCE | INQUIRY | INVESTIGATED NO SUBSTANTIATION | WARNINGS | SHELTER | FINES | TOWED | RETURNED TO OWNER | OTHER ACTION |
|----------------------------------|---------|--------------------------------------|----------|---------|-------|-------|----------------------|-----------------|
| Animal Control Bylaw | | | | | | | | |
| Animal Abuse | 1 | 1 | | | | | | |
| Barking Dogs | 1 | 1 | | | | | | |
| Dog Attack | | | | | | | | |
| Dog Bites | | | | | | | | |
| Loose Cat | 5 | | | 5 | | | | |
| Loose Dogs | 7 | 2 | 2 | 2 | 1 | | | |
| Sled Dog Complaints | | | | | | | | |
| Business License | | | | | | | | |
| No Business License | 2 | 2 | | | | | | |
| Traffic Bylaw | | | | | | | | |
| Vehicle Parking | 2 | | 1 | | 1 | | | |
| Trailer Parking | 3 | | 3 | | | | | |
| ATV | 2 | 1 | 1 | | | | | |
| Fail to Stop (Sign or Light) | 44 | | 44 | | | | | |
| Distracted Driving | 4 | | | | 4 | | | |
| No Seat Belt | 4 | | 4 | | | | | |
| No Driver's License | 3 | | | | 3 | | | |
| Suspended Driver's License | 3 | | | | 3 | | | |
| Vehicle Unfit for Road | 1 | | 1 | | | | | |
| No Insurance | 5 | | 2 | | 3 | | | |
| Vehicle not registered | 6 | | 1 | | 5 | | | |
| Unsecure Load | 1 | | 1 | | | | | |
| Obstructed Windshield | 1 | | 1 | | | | | |
| Fail to drive to road conditions | 2 | 2 | | | | | | |
| Improper use of plate | 1 | | | | 1 | | | 1 |
| Drive without lights in dark | 1 | | 1 | | | | | |
| Driving while impaired | 1 | 1 | | | | | | |
| Unightly Bylaw | | | | | | | | |
| Overgrown Trees | 1 | 1 | | | | | | |
| Long Grass & Weeds | | | | | | | | |
| Miscellaneous | 1 | | 1 | | | | | |
| Garbage | 2 | | 2 | | | | | |
| Taxi Bylaw | | | | | | | | |
| Taxi Not Available | 13 | | 4 | | | | | 9 |
| Smoking in Taxi | 1 | | 1 | | | | | |
| Taxi Permit not visible | 1 | | 1 | | | | | |
| Noise Abatement Bylaw | | | | | | | | |
| Noise Complaint | 2 | | 2 | | | | | |
| Fire Prevention Bylaw | | | | | | | | |
| Burning without permit | 1 | | 1 | | | | | |
| Fireworks without supervision | | | | | | | | |
| Improper Storage of Hazards | | | | | | | | |
| Unsafe Behaviour | | | | | | | | |
| Walking on railroad tracks | 3 | | 3 | | | | | |
| ATV's on railroad tracks | 4 | | | | | | | 4 |
| Unable to care for self ETOH | 1 | | | | | | | 1 |
| Walking on highway ETOH | 1 | | 1 | | | | | |

An average 3 patrols occur daily at random intervals looking for public safety issues varying in degree. We are presently taking the opportunity whenever possible to educate offenders before we



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enforce the bylaws with ticketing. We are seeing positive change as far as issues with the traffic bylaw are concerned.

The Protective Services Specialist has also been actively working with the homeless peoples in the downtown area, ensuring that they are safe and not creating a nuisance.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaws as applicable

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Travis Rosborough
Protective Services Specialist
Date November 1, 2020

Reviewed By:

Ross Potter
Director, Protective Services
Date: November 1, 2020

d. Public Works Monthly report for October

RECOMMENDATION:

#20-267

MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR CHAMBERS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for October 2020.

CARRIED

BACKGROUND:



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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 Meter replacements Month end water report |
| Water & Sewer Facilities | Daily rounds of facilities |
| Roads | Grading of roads Clearing of ditches Street sweeping Sign repairs Asphalt patching Snow clearing Sanding of roads/intersections |
| Other | Regular fleet maintenance Prepping fleet for winter Funerals |

Landfill Operations:

The Landfill continued regular operations and monitoring activities throughout the month.

The ICIP funding agreement for removal of tires and waste diversion has been finalized. Currently working with GNWT to finalize options for tire removal. Work likely to occur in spring of 2021.

Soil on biotreatment pad was tested and is good to be removed. Will be used as cover material for the landfill.

Water Licence Activities:

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

The Town's water licence renewal application was submitted to the Mackenzie Valley Land and Water Board on September 16th, 2019. The process for licence renewal has continued throughout 2020 with the final public hearing sessions being held September 8 – 10, 2020. A draft licence was issue in October and all interested parties commented on the draft. The Town has an opportunity to



REGULAR MEETING MINUTES November 16th, 2020

respond to these comments and present closing arguments. A new water licence is expected to be approved and issued in early 2021.

ENR completed their annual fall inspection of the Town facilities and were pleased with the state of most items.

Other Activities:

The Boil Water Advisory that had been in effect since September 2nd was lifted on October 20th.

MACA and WSCC both completed inspections of the Town's Water Treatment Plant and have provided several recommendations of areas for improvement or items that need to be addressed. These issues will be incorporated into the upcoming Public Works plans including maintenance work and capital planning options where necessary.

Capital Projects 2020:

A list of 2020 Capital Projects along with an update of the status of these projects is included below.

| 2020 Capital Projects | |
|---|---|
| Project | Update |
| Lift Station System Upgrade | Construction began in August and continued to mid-October. Sheet piling has been installed and excavation work will begin in the spring. |
| Fraser Place Development | Geotechnical work has been completed with a report expected in mid-November. Survey was completed in October with design work expected to occur over the winter months. |
| Caribou Crescent Water, Sewer, and Drainage | Underground infrastructure work completed and backfilled. Paving work to occur in 2021. |
| Water Treatment Plant and Reservoir Roof Upgrades | Project has been completed. |
| Water Licence Renewal | Ongoing - See Water Licence section |
| Commercial Water Meter upgrade | Majority of meters have been purchased and a portion have been installed. Remainder to be done as time permits. |
| Landfill Waste Projects (Tires and others) | MACA working with regulatory bodies on options for disposal of tires in NWT or for shipment to Alberta. Expect to have tires removed in spring of 2021. |
| Paradise Road Realignment | Project has been deferred to 2021. |
| Lift Station #2 Demolition | Project has been completed. |
| Sewer Flusher (Equipment) | Tender has been awarded, new flusher expected to be delivered in early 2021. |
| Beaver Crescent Water, Sewer, and Drainage | Surveying and design to be completed in 2020, construction in 2021. |
| Riverview Drive Upgrade | Surveying and design to be completed in 2020, construction in 2021. |
| Capital Drive Watermain | Surveying and design work to be completed in 2020. |



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| | |
|-----------------------------------|--|
| Treatment Plant Intake Inspection | Reservoirs were inspected in the summer but intake was not able to be located. Intake has since been located and an inspection will take place this winter. |
| Old Town Hall Demolition | Town Hall has been cleared of items, have reached out to consultant on removal of hazardous materials. Will move forward with tendering of hazardous material removal and demolition work. Work expected to take place in spring as warm weather is needed for work. |

Planning:

6 Development Permits and 1 Building Permits have been approved for October 2020. In the month of October 2019, there were 8 Development Permits and 2 Building Permits signed out. The monthly Development and Building report is as follows:

| DATE | DEV # | CIVIC ADDRESS | DESC. OF WORK |
|-----------|------------------|-------------------------------|---|
| Oct 8/20 | D20-067 | 83 McBryan Drive | New Stick Built 16'X24' Garage |
| Oct13/20 | D20-069 | 4 Elm Crescent | New Stick Built 14'X30' Storage Garage |
| Oct 14/20 | D20-070, B20-034 | 11 John Mapes Crescent | Interior/Exterior Fire Restoration |
| Oct20/20 | DH20-071 | 37-61 Woodland Drive | Home Occupation Delivery Service |
| Oct 27/20 | D20-073 | 31-103 rd . Street | Re-instate Power in Existing House |
| Oct 28/20 | D20-074 | 5 & 6 Mansell Place | Permanent Power Hookups (New GNWT Houses) |

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:



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N/A

Prepared by: Mike Auge
Director of Public Works
November 5, 2020

Reviewed by: Glenn Smith
SAO
November 5, 2020

e. Recreation Monthly Report for October

RECOMMENDATION:

#20-268

MOVED BY: CLLR DUFORD
SECONDED BY: CLLR DOHEY

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for October 2020 as presented.

CARRIED

BACKGROUND:

Operational and Covid-19 Reopening Updates

Customer Service Desk, Walking Track;

- Open Monday to Friday 8:00am to 9:00pm
- Weekend hours extended as of October 17th;
- Maximum occupancy: 25 individuals each for walking track and main lobby;
- Mandatory sign in and screening at customer service desk;

Aurora Ford Arena - reopened October 13th

- Regular ice user groups received *Return to Play* approval from OCPHO;
- All ice user groups have resumed play with similar ice times to previous years;
- General Guidelines:
 - o Maximum occupancy on ice surface: maximum occupancy of 25 individuals
 - o Bleachers and viewing area: maximum occupancy of 25 individuals
 - Limited to parents of children 12yrs or less;
 - Masks mandatory in bleacher area;
 - o Dressing rooms available to user groups:
 - Maximum occupancy: 8 individuals above the age of 12yrs;
 - Masks mandatory in dressing rooms;
 - Players/skaters must limit time in dressing rooms as much as possible;
 - User groups responsible for sanitizing of dressing rooms after use;

Rental Rooms:

- MP Room and DWHall available for rentals throughout October with multiple meetings and events booked;
- Concession operator continues to operate via CHall;

Hay River Curling Club – reopening November 6th



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- HRCC received *Return to Play* approval from OCPHO, as well as special permission to operate upstairs lounge;
- Ice surface prepared in October and ready for league play to resume in November;

Don Stewart Aquatic Centre:

- In pool staff training and Lifesaving Society courses: Oct 23rd to Nov 8th;
- Reopening to the public: November 9th;
- See below for further information on reopening approval and guidelines;

Recreational Programming

October fitness programming was a great success and they continue to be well attended. Spin is the most popular class and the *Spin To Win* competition, with prizes donated by local businesses, seems to have enticed people to attend more classes. Kickboxing and boxing classes are doing well with lots of new interest in the programs. A local fitness contractor has also been leading weekly Jazzercise classes. Initial registration numbers were low but numbers have increased significantly in recent weeks. Yoga classes were also added to the schedule in October. These classes are taught by a certified yoga instructor who is a newcomer to the community. They have been very well received with high participation.

Regular youth programming has increased from previous months and years. The Afterschool Club has been a great success with most days seeing 10 or more kids registered. Positive feedback was received from parents and kids. Beverly Tybring's *Creation Club* taught mitten making in October. All participants and parents were very pleased with the program. Unfortunately, participation has been low for the *Stay and Play* program, likely due to reduced volume of patrons in the Community Centre during those hours. Alternative programming such as increased kid boxing and other fitness classes are being planned for November. Kid Boxing has been very well received! Kids are enjoying the program and it will continue through November and December.

Seniors and older adult programming resumed in October. Senior walking, older adult craft club and older adult games. Numbers have been low, but consistent. Programming staff continue to spread the word and communicate with the Seniors' Society. The Department remains hopeful that this funded program sees more participants in coming weeks.

A *Spooktacular* Halloween event was held at the Community Centre on October 30th. The Recreation Programmer, with the support of the Family Support Centre, ran a successful family event that saw 24 participants register and attend the event. Further partnerships and activities are being planned with the Family Support Centre to provide family friendly activities.

Recreation Programming Statistics

| Regular programs: | Total Participants for October 2020 |
|--------------------------|--|
| Spin | 62 |
| Lunch Spin | 24 |

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| | |
|--------------------|-----|
| Yoga | 31 |
| Kickboxing | 26 |
| Boxing | 25 |
| Jazzercise | 20 |
| After School Club | 198 |
| Creation Club | 27 |
| Stay and Play | 0 |
| Kid Boxing | 27 |
| Senior Walking | 18 |
| Older Adult Crafts | 5 |
| Older Adult Games | 3 |

| Rental hall usage: | CHall | MP Room | DWHall |
|----------------------------------|--------------|------------------|---------------|
| <i>TOHR special events</i> | n/a | 1 | 0 |
| <i>TOHR meetings</i> | n/a | Fit/Yth programs | 4 |
| <i>Corporate/private rentals</i> | n/a | 1 | 7 |
| <i>Non-profit organization</i> | n/a | 3 | 1 |
| <i>Birthday celebrations</i> | n/a | 0 | 0 |

Aquatics

Department of Recreation submitted an *Application to Vary from Public Health Order Requirements* on October 8th with approval received received approval from the OCPHO on October 13th.

Reopening preparations throughout October included inspections and servicing of pool mechanical systems, maintenance work and improvements of pool deck. Staff training and Covid-19 procedural preparations were also required.



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Staff training facilitated by the National Lifesaving Society included:

- Bronze Cross and Bronze Star courses: 9 participants
- In service training
- First Aid and CPR: 5+ participants
- National Lifeguard Certification Training: tbd

Interviews were conducted to fill the Aquatics Supervisor position with a successful candidate selected and hired. Mike Scott joins the team on November 2nd. The Department of Recreation will surely benefit from his supervisory and leadership qualifications and experience.

The aquatics team roster is nearly at full compliment and the recent training opportunities should ensure the remaining positions are filled.

General Covid-19 guidelines for the aquatic centre:

Appointment Based Swimming System:

- Max occupancy of 20 people, including lifeguards, in aquatic centre
- Swimmers must book swim times in advance by calling customer service desk;
- Weekly swim schedule to allocate blocks based on age cohorts;
- 60-90 minute recreational swim blocks;

Lane swimming (30 minutes blocks):

- 2 lanes available during lane swimming –combined with family/toddler swim times;
- alternating swim lanes to be closed with only one swimmer per open lane;

Max Occupancy of 4 people in hot tub - physical distancing requirements apply.

Steam room, waterslide and showers to remain closed until further notice.

No spectators allowed on the pool deck or in the viewing area.

Pool and pool deck only accessible to lifeguards on duty and swimmers attending their scheduled appointments.

Pool to be open 6:30-8:00 weekdays and 12:00-8:00 weekends.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:



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N/A

ATTACHMENTS:

Prepared by:

Stephane Millette

Director Recreation and Community Services

Date: November 5th, 2020

Reviewed by:

Glenn Smith

SAO

Date: November 5th, 2020

f. Development Permit Application D20-065

RECOMMENDATION:

#20-269

MOVED BY: DEPUTY MAYOR BOUCHARD

SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER Review and Approve at their Discretion, Development Permit Application No. D20-065, the Re-Zone of Lot 1683, Plan 2830, Hay River, subject to the following conditions.

- That all requirements of the Zoning and Building Bylaw 1812 are met;
- An amendment to the General Plan and the Zoning Bylaw are required.
- That the Landowners will be responsible for all costs related to the Rezoning of the Property.

Carried

BACKGROUND:

Greenway Holdings Ltd .has made application requesting authorization to amend the General Plan and the Zoning and Building Bylaw 1812, to re-zone Lot 1683, Plan 2830 from the current C2 – Highway Service Commercial to R2 – Mile 5 Residential so as to allow for the Discretionary Use: Government Services.

Included in this package is the Letter and Application from Greenway Holdings Ltd., Maps showing the Property and Existing Building, and the Planners Report from Lesley Cabott, Senior Planner, Stantec.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Planning Act R.S.N.W.T. 1988, c.P-7

General Plan Bylaw No. 1811-18

Zoning & Building Bylaw No. 1812.

FINANCIAL IMPLICATIONS:



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N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

1. Development Permit Application D20-065 from Greenway Holdings Ltd. To Re-Zone Lot 1683, Plan 2830.
2. Maps showing Lot to be Re-Zoned with Existing Building.
3. Planners Report, Lesley Cabott, Senior Planner, Stantec.

Prepared by:

Randy Froese

Development Officer

Date: November 3, 2020

Reviewed by:

Mike Auge

Director of Public Works

Date: November 3, 2020

g. 2021 Draft Capital Budget

RECOMMENDATION:

#20-270

MOVED BY: CLLR WILLOWS

SECONDED BY: DEPUTY MAYOR BOUCHARD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the 2021 Draft Capital budget as presented.

CARRIED

BACKGROUND:

The Town of Hay River prepares a capital budget annually to plan the next fiscal year's expenditures and funding. Administration has prepared this draft budget in alignment with the 2019-23 Strategic Plan, capital and operational plans, and in consultation with Council.

A public consultation process to review and provide feedback on the 2021 Draft Capital Budget will take place ahead of the final approval of the 2021 capital budget scheduled for December.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration Bylaw

FINANCIAL IMPLICATIONS:

- \$18M Capital (\$7.4M carryover from 2020)

ALTERNATIVES TO RECOMMENDATIONS:



REGULAR MEETING MINUTES November 16th, 2020

N/A

ATTACHMENTS:

2021 Draft Capital Plan

Prepared by:
Sam Mugford, CPA, CA
Director of Finance & Administration
Date: November 6, 2020

Reviewed by:
Glenn Smith
Senior Administrative Officer
Date: November 6, 2020

9. NEW BUSINESS

- a. Appointment for Deputy Mayor

RECOMMENDATION:

#20-271 **MOVED BY: CLLR DOHEY**
 SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints Councillor Robert Bouchard as Deputy Mayor as per the Council Procedure Bylaw# 2420.

CARRIED

BACKGROUND:

In accordance with the Town of Hay River Council Procedures By-Law and on authority provided by the Cities, Towns and Villages Act, NWT, a Deputy Mayor is appointed by Council on an annual basis. A copy of the relevant legislation is provided below for reference:

Deputy mayor **39. (1) Council, on the recommendation of the mayor, may, appoint a councillor to be the deputy mayor.**

Powers and
duties of
deputy mayor

- (2) The deputy mayor**
- (a) shall perform the duties and may exercise the powers of the mayor when the mayor is absent or unable to act; and**
 - (b) shall perform other duties and may exercise other powers determined by council on the recommendation of the mayor.**

Specifically, the current Council Procedures By-Law, No. 2420, Section 6 c) i, states that the Deputy Mayor will be selected from the Members at the first Council Meeting in November of each year.



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The intention of the Member to stand as Deputy Mayor shall be indicated to the Mayor and Council Administrator in writing and if two or more Members stand, there will be an election held, voting accomplished by secret ballot.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Cities, Towns & Villages Act
Bylaw 2420 – Council Procedure Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Stacey Barnes
Council Administrator
Date: November 12th, 2020

Reviewed by:

Glenn Smith
SAO
Date: November 12th, 2020

b. Tender Award for Sidewalk Clearing

RECOMMENDATION:

#20-272

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER awards the tender for the 2020 Sidewalk Snow and Ice Removal to JD Contracting.

CARRIED

BACKGROUND:

The tender for the 2020 Sidewalk Snow and Ice Removal closed on November 2nd, 2020 at 3:00pm and had one submitted bids:

- JD Contracting: \$70/hour



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This contract is necessary to maintain snow and ice-free walkway surfaces for pedestrians along Town maintained sidewalks.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaw 2388 Procurement Bylaw and Policy

FINANCIAL IMPLICATIONS:

The 2020 rate represents a \$5/hour increase over 2019 rates. The overall financial impact is dependent on the amount of snow the town receives this winter.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Prepared by:
Mike Auge
Director of Public Works
October 22, 2020

Reviewed by:
Glenn Smith
SAO
October 22, 2020

c. Recreation Rates for 2021

RECOMMENDATION:

#20-273 **MOVED BY: CLLR DOHEY**
 SECONDED BY: DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2021 Recreation Rates as per By-Law 2410 as recommended by the Recreation and Finance Committees.

CARRIED

BACKGROUND:

The Recreation Committee met on October 19th to review 2021 recreation rates as per the 2016 Recreation Policy's indication that rates be reviewed and approved annually by Council. Then taking it to the Finance Committee on November 5th for recommendation to Council.

Rates being proposed by the Director of Recreation are based on feedback received from Department of Recreation staff, THR's Senior Management team, representatives of THR community groups and patrons of THR recreation facilities.



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Proposed changes for 2021 mainly identify new rates for facilities and equipment acquired by the Department of Recreation in 2020. Some new rates are also being proposed for new services that were identified in 2019 and 2020. Lastly minor adjustments are being made to some rates to ensure consistency with comparable services, both internally and externally.

Further to the new rates being proposed, a recommendation is being made to add schedule "B" to By-Law 2410 in order to better promote sponsorship and advertising opportunities at Town of Hay River recreation facilities. The Recreation Committee reviewed the rates and is recommending this change, to be followed by public communication to local businesses and residents.

In January 2020, Council approved a recommendation that Administration proceed with the 2017 Council subcommittee prepared sponsorship program as presented to secure naming rights for spaces within the recreation center. Terms and conditions relative to each sponsorship will be defined through formal contribution agreements.

No increases have been made to recreation rates since 2018, though a 10% Recreation Centre Replacement Rider Fee was rolled into the rates in 2019 as per Council's approval.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Bylaw 2252-FIN-11 Financial Administration Bylaw – Feb 2012
- Bylaw 2224/GEN/10 Recreation Rates – October 2010
- Bylaw 2250/GEN/11 Recreation Rates – Nov 2011.
- Bylaw 2325-GEN- 13 Recreation Rates – Dec 2013
- Bylaw 2333/GEN/14 Recreation Rates – Dec 2014
- Bylaw 2333/GEN/18 Recreation Rates – Jan 2018
- Bylaw 2410/GEN/19 Recreation Rates – Jan 2019
- Bylaw 2410 Recreation Rates – Jan 2020

FINANCIAL IMPLICATIONS:

Additional revenue sources have been identified in the proposed rates. Diversifying revenues will be essential in 2021, due to Covid-19 restrictions on Community Centre operations, which likely will reduce bookings of rental rooms and may impact other revenues if risk level increases.

Administration is not recommending an increase to the recreation rates but it will ensure sufficient revenues are identified in the 2021 budgeting process to meet requirements of the cost recovery formula outlined in THR's Recreation Policy.

ALTERNATIVES TO RECOMMENDATIONS:

Increase rates by 2% based on a realistic projections of Canadian CPI annual inflation rates.

- Projected revenue increase: \$10 000 / yr based on 2020 budgeted revenues.



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- Projection does not consider possible Covid-19 impact on operations and revenues.
- Projection does not consider economical barriers in accessing recreational programming

Increase rates by 10% to offset risk of Covid-19 impact on operations and revenues.

- 10% increase represents monthly average of 2020 budgeted revenues;
- Difficult to project actual cost of Covid-19 shutdown due to variability of seasonal operations and Administration's ability to reduce operational costs for extended closures.
- Short Covid-19 closures during winter season could impact THR cost recovery if pool and/or ice plant mechanical systems remain operational.
- Town is expecting to receive some level of Territorial funding to reduce the impact of COVID on decreased revenues and increased related expenses

ATTACHMENTS:

- 2021 Rec Rates Schedule A & B

Prepared by:
Stephane Millette
Director of Recreation
November 12, 2020

Reviewed by:
Glenn Smith
SAO
November 12, 2020

d. ICIP Application Report

RECOMMENDATION:

#20-274 **MOVED BY: CLLR DUFORD**
 SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves:

- 1) the inclusion of the projects identified in this report on the Town of Hay River's 10 Year Capital Plan with a condition of approved project funding through ICIP;
- 2) An application to ICIP to support the projects identified in this report with a Town commitment up to \$3.8M

CARRIED

BACKGROUND:

The Town of Hay River Finance Committee on November 5, 2020 approved the recommendation to proceed with a multi-project ICIP application. Background on the ICIP program and details of the projects to be included in the application and are as follows.

ICIP Program

The Federal Government and the Government of the Northwest Territories signed an Integrated Bilateral Agreement with Infrastructure Canada on March 7, 2018, under the Investing in Canada Infrastructure Plan (ICIP). ICIP funded projects support public infrastructure, defined as tangible capital assets primarily for public use and/ or benefit. A first call for infrastructure applications was



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made to NWT community governments in early 2019 with a program budget totalling approximately \$88M. A second call for applications was been made at the end of October 2020. It has been announced that the second call for proposals will be the final call under the current Integrated Bilateral Agreement.

For projects in the NWT, Canada will fund up to 75% of total eligible costs. The remaining 25% of the approved project budget to be funded by community government funding sources, such as the Municipal and Community Affairs (MACA) - Community Public Infrastructure (CPI) Fund, and community capital reserves.

MACA administers the ICIP program for the NWT and facilitates the delivery of applications to the Federal Minister for approval. ICIP applications must be submitted by December 11, 2020. Projects supported through the second intake of ICIP must be completed by September 1, 2027.

ICIP Funding Streams for Second Call

Four major streams of ICIP infrastructure funding have been established:

1. Green Infrastructure;
2. Community, Culture and Recreation Infrastructure;
3. Rural and Northern Communities Infrastructure;
4. Public Transit.

The GNWT has identified two community-based subsets that fall under Green Infrastructure and Rural and Northern Communities Infrastructure streams: Community Solid Waste Sites and Community Roads Upgrades. Projects under these subsets will be given priority over other infrastructure applications:

1. Green Infrastructure: Community Solid Waste Sites
Applications will provide improvements in community solid waste sites including removal of hazardous waste, design and construction of lined temporary storage areas, waste diversion, and for new or expanded sites to replace landfills that have reached their useful life.
2. Rural and Northern Communities Infrastructure: Community Roads Upgrades
Applications for the community road upgrades program are for community road improvements that support the rehabilitation of community road infrastructure, within community boundaries, including improvements to community drainage systems and road stabilization (ie. Chip seal, asphalt).

Town of Hay River Identified Projects

The following list of projects have been identified through planning documents as a need for the Town of Hay River and a good fit for the ICIP criteria established. Projects are identified in order of deemed prioritization for each funding stream. The total cost of the proposed capital projects is \$16.7M. The dollar amount associated with the ICIP application would be \$15.2M (\$11.4M ICIP; \$3.8M THR)



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Green Infrastructure - Community Solid Waste Sites

1. New Landfill Design and Construct

- Project Start: 2023
- Project Completion: 2024
- Description: The current Town of Hay River landfill site has under 10% life expectancy remaining and is presenting considerable operational, environmental and subsequent financial risks to the Town. A fire at the landfill in 2019 cost the Town of Hay River \$1M in firefighting and environmental monitoring expenses. Increased regulatory concerns surrounding the landfill site will equate to increases in managing waste and completing environmental testing.
- Scope: The project would include final design and construction of a new landfill and the closure activities for the current site.

2. Water Treatment Plant Feasibility and Preliminary Design

- Project Start: 2021
- Project Completion: 2022
- Description: MACA has recommended a full \$15M+ replacement of the current WTP facility given concerns of recent lake high turbidity on water quality, and aging equipment and structures in the 40 year old plant. In 2020, boil water advisories were in effect for over 80 days. Five boil water advisories have been raised since 2011 (3 in 2020). An inspection of the water intake line is pending to determine the performance of the line and if it is having an impact on water quality. Other suggestions contained within the MACA study have not been fully explored to determine potential benefit to water quality.
- Scope: The project would produce a feasibility study to further develop options available for rectifying issues of water treatment. A preliminary design would be completed in accordance with the feasibility study's recommendation. The design would be used to support potential applications for major infrastructure funding for a detailed design and construction.

Rural and Northern Communities Infrastructure: Community Roads Upgrades

3. Capital Drive Road Upgrades and Watermain Replacement

- Project Start: 2021
- Project Completion: 2023
- Description: This project is to replace 400m of water main as well as all sidewalks on both sides of the street and replace asphalt. This portion of Capital Drive is the only section in the downtown core that has ductile iron water main near end of life, the sewer lines were re lined in 2017 and do not require replacement. The project would start at Gagnier Road and wrap around to Woodland Dr.



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4. Industrial Drive Paving

- Project Start: 2021
- Project Completion: 2023
- Description: Industrial Drive was previously chip sealed. The chip seal has significantly degraded in most areas of the road due to traffic type, construction and maintenance limitations. A more suitable surface for the road type is asphalt which will reduce maintenance requirements for 20 years. Industrial drive has significant established retail and commercial businesses that would benefit from dust reduction and improved road quality.

5. Woodland Drive Road Upgrades (to McBryan Drive)

- Project Start: 2021
- Project Completion: 2023
- Description: Current asphalt has multiple patches and severe road width cracking. The new road would have a 11m width with concrete curb and gutter as well as sidewalks on 1 side of the street (west side). Sidewalks would allow a safe travel area for pedestrians from the downtown core to residential areas south. 26 properties would be affected.

6. Beach Road Paving (to near Cranberry Crescent lift station)

- Project Start: 2021
- Project Completion: 2023
- Description: This area was previously chip sealed. The chip seal was degrading in recent years and eventually removed. Traffic on this section of the road has increased significantly with the opening of multiple tourism and accommodation facilities. Increased traffic and the removal of chip seal has equated to high dust levels for residents and reduced access quality for residents within the adjacent Cranberry housing area. The Town's standard within New Town is to have asphalt roads accessing housing areas.

Community, Culture and Recreation Infrastructure

7. Porritt Landing Marina Enhancements

- Project Start: 2021
- Project Completion: 2023
- Description: Support the development of the marina as a community gathering and recreation area that celebrates the town's rich fishing, transportation and waterway history. Add historical building / facility that would be used for seasonal operations as rental concession, and local musicians / artisans.

8. Bob Mcmeekin Park Development:

- Project Start: 2021
- Project Completion: 2023



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- Description: This greenspace will be an attraction that celebrates the local heritage (old highway and beginnings of Hay River) and be attractive for community gatherings and special events (ie. Live music, cultural presentations, Canada Day, National Indigenous Peoples Day, etc.). As the entrance to the community, the facility will welcome visitors through a new “Welcome” sign and cultural monuments. Capital work would include the addition of an open air shelter and small outdoor amphitheater using natural slope of the riverbank to seat spectators.

9. Old Town Playground Facility

- Project Start: 2021
- Project Completion: 2023
- Description: Revitalization of Old Town park facility. Improve playground, new skating rink and multisport surface. Indoor / outdoor venue for small gatherings. Emphasis on heritage via celebration of fishing and transportation native to the history of the Old Town.

ALTERNATIVES TO RECOMMENDATIONS:

- Remove projects from the proposed ICIP application
- Change prioritization of projects within the proposed ICIP application

ATTACHMENTS:

Prepared by:

Glenn Smith

SAO

November 12, 2020

- e. Development Permit Application D20-036

RECOMMENDATION:

#20-275

MOVED BY: CLLR WILLOWS

SECONDED BY: CLLR CHAMBERS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approve an amendment to Development Permit D20-036 to allow for a temporary homeless shelter at the proposed location.

DEFERRED

BACKGROUND:

On June 24, 2020 the Town of Hay River approved Development Permit D20-036 requesting to turn an existing highway service commercial retail/warehouse building into a hotel/motel at #66 Industrial Drive (Lots 1446 & 1447, Plan 1466). Approval was given as per the requirements detailed in the attached letter. At that time, notice of the decision was posted and no appeals were made during the 14-day appeal period.



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Since the time of the approval, work has proceeded at the property and the applicant has indicated that they have received approval from the Fire Marshal, Health and Social Services, and the Electrical Inspector. However, it has been determined that the current use of the building as a temporary shelter differs from the approved use in the application as a hotel/motel. The building is in the C2 Highway/Service Commercial zone and while this zone does not specifically include shelters as a usage, it does have a provision in the discretionary uses for uses which "are similar to the permitted or discretionary uses". A shelter would be considered a similar use to a hotel/motel and therefore would be appropriate under this usage.

As this service is a vital service for the vulnerable citizens of Hay River, administration is working with the applicant to ensure that the shelter can move forward while also staying in compliance with Town regulations.

Administration is looking for Council approval to amend the approved Development Permit D20-036 to allow the usage of this building as a temporary homeless shelter which would allow administration to proceed with approving occupancy for the building. This approval would be for the purpose of a temporary shelter only and would not allow for other similar uses of the building if the shelter were to close.

All requirements of the Zoning and Building Bylaw 1812 must be met as well as all relevant Municipal, Territorial, and Federal policies and regulations.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Planning Act R.S.N.W.T. 1988, c.P-7
Zoning & Building Bylaw No. 1812.
Current Electrical and Gas Codes.

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

1. Council approve the recommendation but add additional conditions to the amended approval for the permit.
2. Council deny the amendment and direct administration to proceed with the application as originally submitted or have the applicant submit a new application.

ATTACHMENTS:

June 24th, 2020 approval letter to Jane Groenewegen for D20-036



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Prepared by:

Mike Auge
Director, Public Works
November 13th, 2020

Reviewed by:

Glenn Smith
SAO
November 13th, 2020

f. Q3 O&M Financial Statements

RECOMMENDATION:

#20-276

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR DUFORD**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the September (Q3) Consolidated Financial Statement Review and Forecast Update as recommended by the Finance Committee.

CARRIED

BACKGROUND:

At a meeting of the Finance Committee on November 12, 2020 the attached report was recommended for Council approval.

COUNCIL POLICY / STRATEGY OR GOAL:

To make informed decisions.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

C.T.V.A., S.N.W.T. 2003, c.22

FINANCIAL IMPLICATIONS:

N/A.

ALTERNATIVES TO RECOMMENDATIONS:

Council may choose to not approve.

ATTACHMENTS:

Q3 Consolidated Financial Statements.

Prepared by:

**Sam Mugford, CPA, CA
Director of Finance & Administration**

Reviewed by:

**Glenn Smith
Senior Administrative Officer**



REGULAR MEETING MINUTES November 16th, 2020

g. Q3 Capital Statements

RECOMMENDATION:

#20-277

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR DUFORD**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the September (Q3) 2020 Financial Results with Forecast revisions as recommended by the Finance Committee.
CARRIED**

BACKGROUND:

At a meeting of the Finance Committee on November 12, 2020 the attached report was recommended for Council approval.

COUNCIL POLICY / STRATEGY OR GOAL:

To make informed decisions, Council has requested an Quarterly update on the status of the Capital Program.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration By-Law No. 2252/FIN/11Report

FINANCIAL IMPLICATIONS:

Forecast revisions to projected capital expenditures for 2020.

ALTERNATIVES TO RECOMMENDATIONS:

The Capital Plan may be revised as directed by Council.

ATTACHMENTS:

Report to Finance Committee- 2020 Q3 Capital Report

Prepared by:
Sam Mugford, CPA, CA
Director of Finance & Administration

Reviewed by:
Glenn Smith
Senior Administrative Officer



REGULAR MEETING MINUTES November 16th, 2020

10. BYLAWS

a) Bylaw 2410 – Recreation Rates – First Reading

#20-278

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR CHAMBERS**

CARRIED

Bylaw 2410 – Recreation Rates – Second Reading

#20-279

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

CARRIED

Bylaw 2410 – Recreation Rates – Consent Reading

#20-280

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

CARRIED

Bylaw 2410 – Recreation Rates – Third and Final Reading

#20-281

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR CHAMBERS**

CARRIED

11. NOTICE OF MOTIONS

There were no motions for the Regular Meeting of Council, Monday, November 16th, 2020.

12. 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

#20-282

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

That the Council of the Town of Hay River move to In Camera at 7:47pm.

CARRIED

#20-283

**MOVED BY: CLLR DUFORD
SECONDED BY: CLLR ANDERSON**

That the Council of the Town of Hay River move out of In Camera At 9:01PM.

CARRIED



REGULAR MEETING MINUTES November 16th, 2020

13. ADJOURNMENT

#20-284

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 9:02pm.

CARRIED

Certified Correct as Recorded on the 16th Day of November 2020

These minutes were accepted by motion #_____.

Mayor

Senior Administrative Officer



REPORT TO COUNCIL

DEPARTMENT: RECREATION AND COMMUNITY SERVICES DATE: December 7th, 2020

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 November 2020.

BACKGROUND:

Tourism Activity:

- Hay-Cation marketing ongoing to surrounding communities - fewer visitors from Fort Smith and Yellowknife possibly due to COVID-19 impact on travel.
- T&ED Coordinator has signed up for online workshops from Tourism Industry Association of Canada (TIAC) and Spectacular NWT, December 1 & 3. This edition of the online workshops titled *Elevating Canadian Experiences* will be focused on culinary tourism and winter & shoulder season tourism.
- Recreation Department and Outcrop met to arrange for photographer to be hired to take photos for THR's *2021 Recreation Guide*.
- November breakdown of visitor origin Yk 8, Ft. Smith 13, Qc 1 (all out of NWT visitors confirmed that they had self-isolated for 14 days before entering the community).

Economic Development Activity:

- Communications received from Cryopeak LNG suppliers to communities in Western Canada - interested in offering their services to Hay River and surrounding region. Requesting opportunity to present to Council.
- Tree Canada funding proposal to be submitted December 7th. Two downtown core areas have been identified for 2021 planting with vision of improving green spaces and esthetics in the downtown core.
- Funding applications to be submitted December 7th for the ITI Community Tourism Infrastructure Contribution Program and Tourism Product Diversification and Marketing Program.
- Expanding Hay-Cation marketing to include promotion of the *Shop, Stay & Play in the Hay* campaign encouraging visitors to experience THR's retailers, restaurants, hotels, outdoors and more.
- Two new local artisans now sell their products at the VIC.

Other Activity:

- AWG 2018 cultural mosaic installed at the VIC - great piece of art and an attraction for locals and visitors.
- Cooperation ongoing with Spectacular NWT for *Best Hiking Trails in the South Slave* flat sheet. final proofs are expected in December with anticipated launch during summer tourism season - includes digital and physical marketing.



REPORT TO COUNCIL

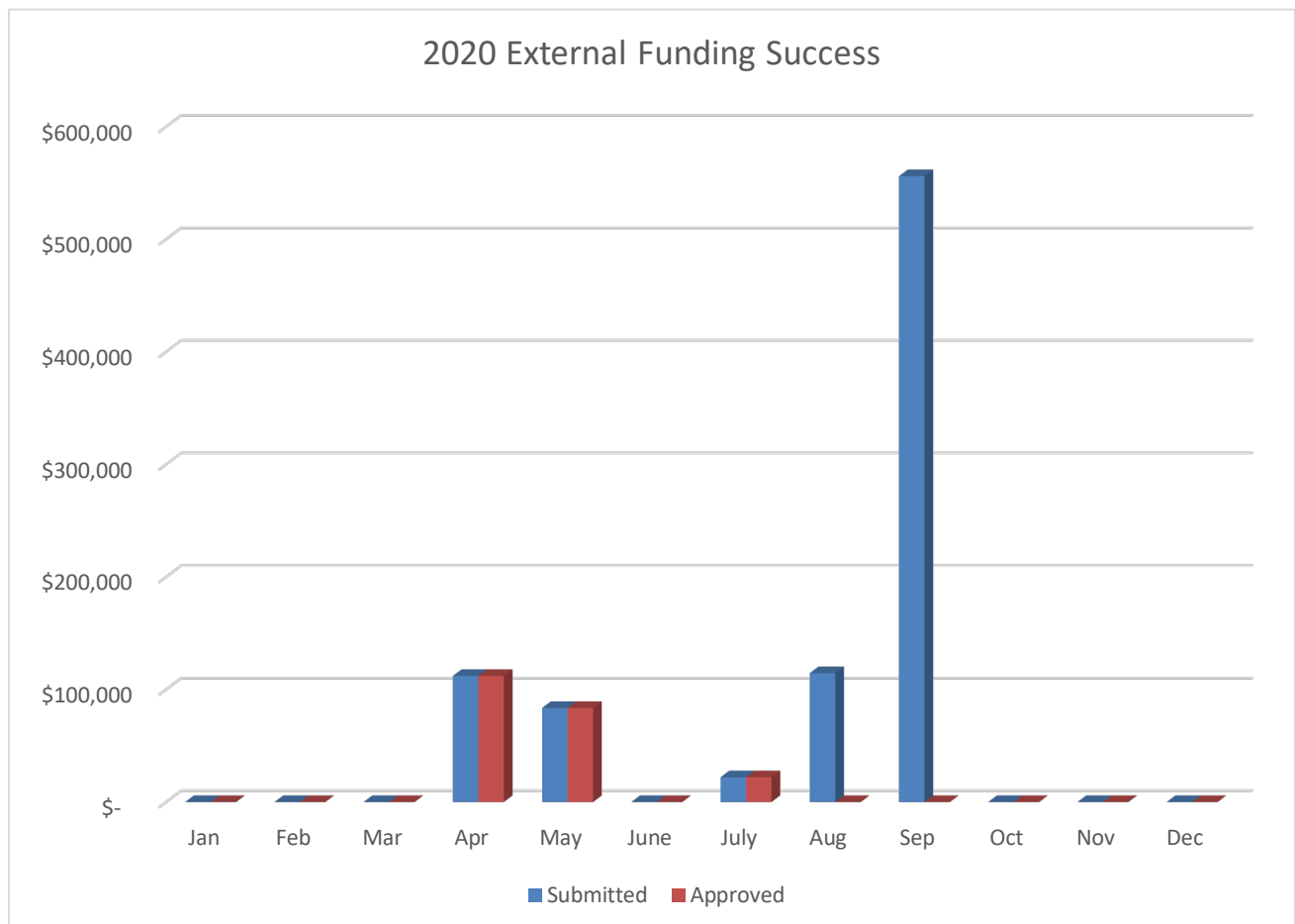
DEPARTMENT: RECREATION AND COMMUNITY SERVICES DATE: December 7th, 2020

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

- FoodCycler composter pilot project partnership on hold, awaiting update and logistical details from Seniors' Society. THR to submit application to ENR to request added funding to offset costs to local consumers.
- T&ED Coordinator mentorship plan developed for months for December 2020 to March 2021 via coordination with Canadian Executive Service Association.

Key Performance Indicators:

External Funding Success



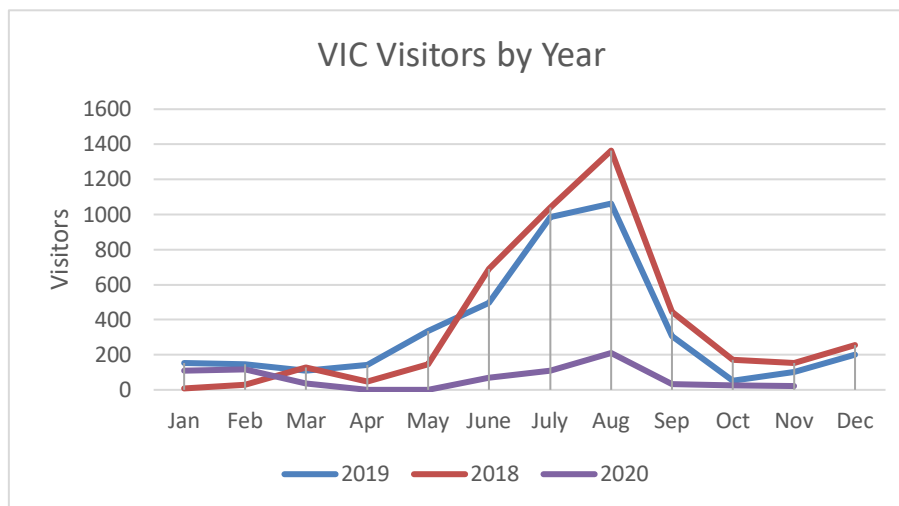
- No new funding applications submitted in November.

REPORT TO COUNCIL

DEPARTMENT: RECREATION AND COMMUNITY SERVICES DATE: December 7th, 2020

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Visitor Information Centre Visitations



- Traffic numbers are only those of out of town visitors
- With borders closed number of visitors continue to be low previous year averages
- Spike in cases in the territories and in Western Canada have a definite effect on visitor travel within the NWT

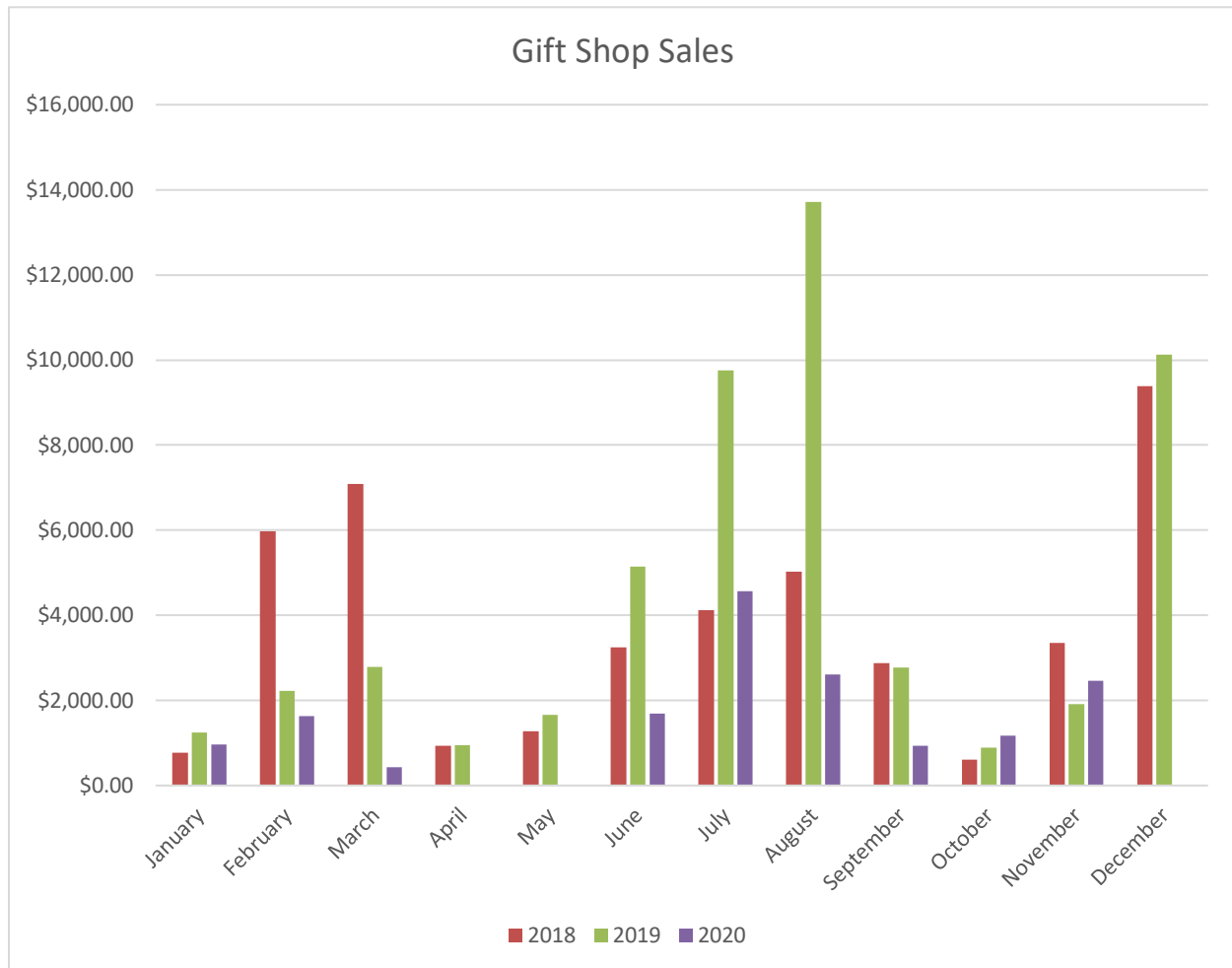


REPORT TO COUNCIL

DEPARTMENT: RECREATION AND COMMUNITY SERVICES DATE: December 7th, 2020

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Gift Shop Sales



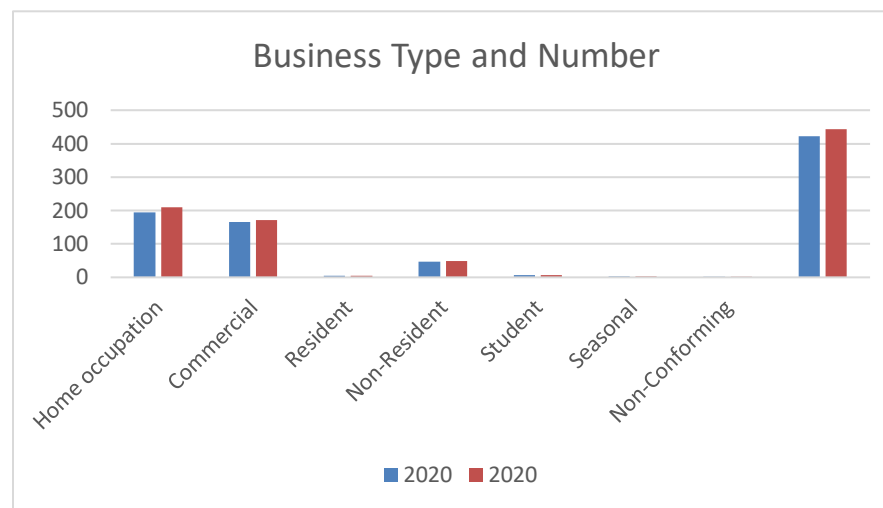
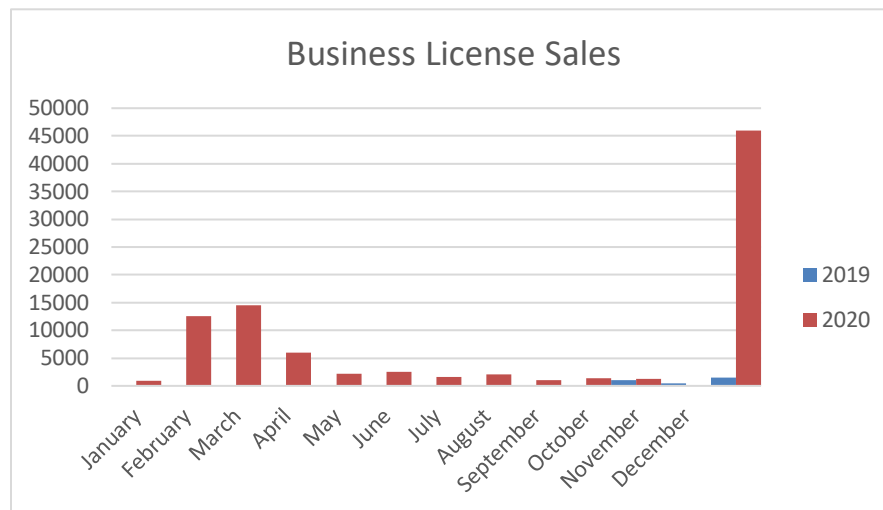
- Many locals and visitors from the surrounding communities are shopping for local artisan art to send to family and friends

REPORT TO COUNCIL

DEPARTMENT: RECREATION AND COMMUNITY SERVICES DATE: December 7th, 2020

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Business Licences



- Business licenses run from March 31 to March 31. This overview is from January to December 2020
- This graph shows when business licenses are paid and not the number of new businesses
- 2019 - 423 businesses & 2020 - 444 businesses

Inbound Marketing

- Promotion through social media remains the focus for marketing. *Hay-Cation* campaign continues promotion of Hay River and South Slave communities into the winter season. *Shop, Stay & Play in the Hay* has been added to attract surrounding communities to



REPORT TO COUNCIL

DEPARTMENT: RECREATION AND COMMUNITY SERVICES DATE: December 7th, 2020

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

come to town for a holiday, experience some fun and shop for needs. *Hay-Cation* advertisements were extended to the next two issues of *Up Here* Magazine.

Visitor Satisfaction Rating

- Feedback from tourists coming into the VIC remain extremely positive and Hay-Cation marketing is the reason most tourists say they are visiting Hay River and the South Slave Region.
- Waiting on final tourism numbers from NWT Tourism and a breakdown of visitors to territorial parks during the summer months.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Peter Magill
Tourism and Economic Development Coordinator
Date: December 3, 2020

Reviewed by:
Stephane Millette
Director of Recreation
Date: December 3, 2020



REGULAR MEETING OF COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: DECEMBER 7, 2020

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Emergency Services Activity Report for November 2020 as presented.

BACKGROUND:

Summary:

The Protective Services group had a little slower month than what we have been having over the past few months, with a total of 45 emergency responses that were either medical or fire-related. Calls were down from 57 from last month.

Training this month was focused on technical rescue operations, plus a special meeting where we spent about 6 hours doing advanced vehicle extrication training. We also had a meeting where we did competitions using skills and general knowledge. The games included donning and doffing PPE and SCBA, finding tools on equipment, a communications exercise testing people's abilities in describing a situation to someone else by radio, then duplicating drawings on paper from what was set up on the floor. Clear communication can mean life and death in a position where a firefighter may become trapped or injured during a fire, and finally, an exercise in making up the cots on the ambulance. These were all timed events, which brought out the competitive side of our first responders.

The department finally got back into providing fire prevention and fire extinguisher training this month with three sessions with Northwest Territories Power Corp employees. The training went very well, and we were able to discuss pertinent safety requirements within a home (close before you doze, smoke alarms, CO detectors, etc.).

Building inspections have been completed on all Town of Hay River assets, and copies of the reports were sent to our insurance provider. The submission triggered a cash refund of \$43,000.00 to the Town of Hay River for ensuring the inspections were completed.

The departments recruitment and retention strategies seem to be on track as we now have 37 first responders on staff. We have a few members on leave of absence, but this has not been an issue with the heightened number of members.

During November, 422 paid-on-call hours were served by the Fire Department members for a year to date, a total of 3,861.5 hours.



REGULAR MEETING OF COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: DECEMBER 7, 2020

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

Meetings:

Hospital – COVID Surge Planning
Hospital – Pandemic Planning
Westtower - Tower replacement meeting
JOH&S

STATISTICS

| FUNCTION | NOVEMBER 2018 | NOVEMBER 2019 | NOVEMBER 2020 | NOVEMBER 2018 YTD | NOVEMBER 2019 YTD | NOVEMBER 2020 YTD |
|--|------------------|------------------|------------------|----------------------|----------------------|----------------------|
| Patient Transfers | 14 | 15 | 16 | 132 | 145 | 194 |
| Medical Emergency Local | 15 | 19 | 19 | 152 | 158 | 219 |
| Medical Emergency Reserve | 4 | 6 | 5 | 22 | 25 | 32 |
| Medical Emergency Highway | 1 | 0 | 0 | 7 | 1 | 8 |
| Medical Emergency Out of Town Patients | 1 | 1 | 3 | 13 | 12 | 39 |
| Body Transfer | 0 | 1 | 0 | 9 | 6 | 10 |
| Fires & Rescues | 1 | 0 | 1 | 22 | 16 | 10 |
| False Alarms | 3 | 2 | 1 | 31 | 23 | 42 |
| Training | 4 | 4 | 4 | 42 | 44 | 34 |
| Special Training | 0 | 2 | 1 | 23 | 40 | 12 |
| Maintenance | 4 | 4 | 3 | 43 | 39 | 28 |
| Fire Permits | 1 | 3 | 3 | 20 | 11 | 16 |
| Fireworks Permits | 0 | 0 | 2 | 8 | 1 | 6 |



REGULAR MEETING OF COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: DECEMBER 7, 2020

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

| | | | | | | |
|---------------|---|----|----|----|-----|----|
| Public Safety | 0 | 2 | 1 | 25 | 22 | 12 |
| Inspections | 6 | 21 | 13 | 78 | 116 | 55 |

MAINTENANCE

1. All daily/weekly/monthly maintenance activities were completed.
2. Rescue 5 full service

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

None

Prepared by:

Ross Potter
Director Protective Services/Fire Chief
Date: December 2, 2020

Reviewed By:

Glenn Smith
Senior Administrative Officer
Date: December 2, 2020



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: DECEMBER 7, 2020

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for November 2020 as presented.

BACKGROUND

The information provided in the following chart includes inquiries, founded and unfounded complaints, as well as total infractions and their outcomes. For example, each individual issue of non-compliance is tracked. Someone pulled over for speeding who does not have a driver's license that will reflect in both "Speeding" and "Driving Without a Licence."

The Protective Services Specialist has been meeting with members of the public and businesses regularly to listen to their concerns about public safety and come up with solutions together to address these issues.

Three (3) or more patrols occur daily at random intervals looking for public safety issues varying in degree to ensure the most proactive approach possible. We continue to use the opportunity of traffic stops as a method of education, and most everyone stopped has been extremely receptive and positive. We continue to see improvements in people abiding by the Traffic Bylaw, Animal Bylaw, Unsightly Bylaw, and Snow Removal Bylaw.

The Protective Services Specialist continues to actively work with the homeless peoples throughout the town, ensuring that they are safe and have proper clothing for the weather conditions going into the colder months. A great rapport has been built with the RCMP in assisting with delivering community services and being involved in traffic enforcement strategies such as check stops.



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: DECEMBER 7, 2020

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

| OFFENCE | INQUIRY | INVESTIGATED NO SUBSTANTIATION | WARNINGS (VERBAL, LETTER OR VISUAL) | SHELTER | FINES | TOWED | RETURNED TO OWNER | OTHER ACTION |
|--|---------|-----------------------------------|--|---------|-------|-------|----------------------|-----------------|
| Animal Control Bylaw | | | | | | | | |
| Animal Abuse | 1 | 1 | | | | | | |
| Barking Dogs | | | | | | | | |
| Dog Attack | | | | | | | | |
| Dog Bites | | | | | | | | |
| Loose Cat | 3 | 3 | | | | | | |
| Loose Dogs | 7 | 3 | 4 | | | | | |
| Sled Dog Complaints | | | | | | | | |
| Business License | | | | | | | | |
| No Business License | 2 | 2 | | | | | | |
| Operating business not as permitted | | | | | | | | |
| Traffic Bylaw | | | | | | | | |
| Vehicle Parking | 11 | | 8 | | | 1 | | 2 |
| Trailer Parking | | | | | | | | |
| ATV | 2 | 1 | 1 | | | | | |
| Fail to Stop (Sign or Light) | 21 | | 19 | | 2 | | | |
| Distracted Driving | 6 | | 2 | | 4 | | | |
| No Seat Belt | 3 | | 3 | | | | | |
| Fail to carry driver's licence | 6 | | 4 | | 2 | | | |
| Suspended Driver's License | 2 | | | | 1 | | | 1 |
| Vehicle Unfit for Road | | | | | | | | |
| Fail to carry Insurance | 11 | | 6 | | 4 | | | 1 |
| Fail to carry registration | 1 | | | | 1 | | | |
| Vehicle not registered | 13 | | 9 | | 4 | | | |
| Unsecure Load | 4 | | 4 | | | | | |
| Obstructed Windshield/Windows | 12 | | 11 | | 1 | | | |
| Fail to drive to road conditions | 8 | | 7 | | 1 | | | |
| Improper use of plate | | | | | | | | |
| Drive w/o lights during low visibility | 9 | | 9 | | | | | |
| No license plate | 3 | | 2 | | 1 | | | |
| Speeding | 36 | 2 | 23 | | 11 | | | |
| Driving w/o valid driver's license | | | | | | | | |
| Suspected Impaired Driver | 3 | | | | | | | 3 |



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: DECEMBER 7, 2020

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

| | | | | | | | | |
|--------------------------------------|-----|----|-----|---|----|---|---|----|
| Unightly Bylaw | | | | | | | | |
| Overgrown Trees | | | | | | | | |
| Long Grass & Weeds | | | | | | | | |
| Miscellaneous | 1 | 1 | | | | | | |
| Garbage | 1 | 1 | | | | | | |
| | | | | | | | | |
| Taxi Bylaw | | | | | | | | |
| Taxi Not Available | 3 | 3 | | | | | | |
| Smoking in Taxi | 1 | 1 | | | | | | |
| Taxi Permit not visible | | | | | | | | |
| | | | | | | | | |
| Noise Abatement Bylaw | | | | | | | | |
| Noise Complaint | 2 | 1 | | | | | | 1 |
| | | | | | | | | |
| Fire Prevention Bylaw | | | | | | | | |
| Burning without permit | | | | | | | | |
| Fireworks without supervision | | | | | | | | |
| Improper Storage of Hazards | | | | | | | | |
| | | | | | | | | |
| Unsafe/Hazardous Behaviour | | | | | | | | |
| Walking on railroad tracks | 1 | 1 | | | | | | |
| ATV's on railroad tracks | 1 | 1 | | | | | | |
| Intoxicated- Unable to care for self | 4 | | | | | | | 4 |
| Fighting in Public | 3 | | 2 | | | | | 1 |
| Public Urination | 2 | 1 | | | | | | 1 |
| Public Defecation | 1 | | | | | | | 1 |
| Loitering | 6 | 1 | 5 | | | | | |
| | | | | | | | | |
| Snow Removal Bylaw | | | | | | | | |
| Sidewalks not cleared | 3 | 1 | 1 | | | | | 1 |
| Snowbanks causing hazard | 7 | | 5 | | | | | 2 |
| Snow being put on private property | 3 | 1 | 2 | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL | 203 | 25 | 127 | 0 | 32 | 1 | 0 | 18 |

It has been noticed that there is a significant number of persons driving with documents that are expired (i.e., Insurance, registration) and persons who are using the railroad tracks as a walking path and ATV trail. The Protective Services Specialist is working closely with the local schools and the CN Railway Police to hand out the educational materials sent up from the CN Railway Police to assist in combating these safety risks.

There were two (3) traffic stops conducted where it was suspected that the operators were impaired by either alcohol and/or drugs. The RCMP was notified of all stops and attended the scene for further investigation.

It has been reported numerous times of vehicles speeding along MacKenzie Highway as they enter the 40km/h zone just South of Porritt Landing all the way to 104th Street. The Protective Services Specialist is equipped with RADAR speed measuring devices and is a fully trained



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: DECEMBER 7, 2020

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

Police Traffic RADAR & LIDAR Operator and will continue to conduct speed enforcement initiatives in this area to help reduce speed and make it safer for the businesses operating close to the roadway, such as Midnight Petroleum, Imperial Oil and CN Rail to name a few. Signs have been posted by the companies working in that area to notify drivers that workers are present and to slow down.

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

Porritt Landing 40km/h Zone- 83km/h

MacKenzie Highway near Hospital- 60km/h Zone- 107km/h

Woodland Drive in front of PA School during School Time 30km/h Zone- 52km/h

MacKenzie Highway/104th Street residential area 40km/h- 77km/h

Airport Road leading to Airport 30km/h Zone- 62km/h

There has been a total of four (4) fines issued for distracted driving in November. All of the fines for distracted driving were due to persons holding Restricted Electronic Devices (these instances were cell phones), and all of these offenses occurred in school zones. Education reminders are consistently going out to encourage people to stay off of their cell phones while driving and to pay attention, especially in school zones. One event of distracted driving was someone with a cat on their shoulders while driving, creating a hazard as the driver was hunched over. They were educated and released without penalty.

In progress is updating various bylaws that are outdated and making them more relevant. This is an ongoing process with priorities being bylaws for upcoming seasons. The Protective Services Specialist is looking at reporting all moving Bylaw Traffic Offences to the Government of Northwest Territories Department of Motor Vehicles to apply demerit points come January 2021. This would allow the Town of Hay River to reflect more closely on some traffic offenses in the Motor Vehicles Act. Such as Distracted Driving and Speeding. Currently, all other municipal enforcement agencies in the NWT report demerits to the DMV with fines similar to the Motor Vehicles Act. And it has shown that certain repetitive instances of poor driving behaviors have been reduced due to the idea of drivers getting demerit points.

Lots of vehicles continue to drive with obstructed windows due to snow and ice, as well as leaving large piles of snow on top to blow off and create a hazard for other motorists. The Protective Services Specialist has made several traffic stops for this issue and encouraged the drivers to clean off the vehicle before proceeding onward to their destination. With the older and less mobile persons, the Protective Services Specialist cleaned off their vehicles for them while educating on the importance of having a clear view and vehicle that is safe for all users of the road.

| | |
|---|--|
| COUNCIL POLICY / STRATEGY OR GOAL: | |
|---|--|

Strategy: Continued enforcement through education where applicable

Goal: To update Bylaws as required to become more relevant and more clear

REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: DECEMBER 7, 2020

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

All applicable Bylaws and Territorial Legislation

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:



The speed recorded of an offender on MacKenzie Highway in front of the hospital 60km/h zone.



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: DECEMBER 7, 2020

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

Prepared by:

Travis Rosborough
Protective Services Specialist
Date December 1, 2020

Reviewed By:

Ross Potter
Director, Protective Services
Date: December 1, 2020



REPORT TO COUNCIL

DEPARTMENT: PUBLIC WORKS

DATE: DECEMBER 7, 2020

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR NOVEMBER 2020

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for November 2020.

BACKGROUND:

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 Meter replacements Month end water report |
| Water & Sewer Facilities | Daily rounds of facilities |
| Roads | Snow clearing Sanding of roads/intersections Sign repairs and installations Prep work on entry to ice crossing to KFN |
| Other | Regular fleet maintenance & repairs Prepping fleet for winter Put up Christmas decorations |

Landfill Operations:

The Landfill continued regular operations and monitoring activities throughout the month.

The ICIP funding agreement for removal of tires and waste diversion has been finalized. Currently working with GNWT to finalize options for tire removal. Work likely to occur in spring of 2021.



REPORT TO COUNCIL

DEPARTMENT: PUBLIC WORKS

DATE: DECEMBER 7, 2020

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR NOVEMBER 2020

Soil on biotreatment pad was tested and is good to be removed. Will be used as cover material for the landfill as needed.

Water Licence Activities:

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

The Town's water licence renewal application was submitted to the Mackenzie Valley Land and Water Board on September 16th, 2019. The renewal process has proceeded through all phases and is now in the final stages. A new water licence is expected to be approved and issued in early 2021.

Other Activities:

Budgeting work for 2021 and future was undertaken throughout the month. Along with this, applications for ICIP funding have been put together on a number of projects for submission in early December.

Capital Projects 2020:

A list of 2020 Capital Projects along with an update of the status of these projects is included below.

| 2020 Capital Projects | |
|---|---|
| Project | Update |
| Lift Station System Upgrade | Construction began in August and continued to mid-October when the project was shut down for the winter. Sheet piling has been installed and excavation work will begin in the spring. |
| Fraser Place Development | Geotechnical work has been completed and preliminary design work for the crescent has begun. Further design work, rezoning work, and public consultation is expected to occur over the winter months. |
| Caribou Crescent Water, Sewer, and Drainage | Underground infrastructure work completed and backfilled. Paving work to occur in 2021. |
| Water Treatment Plant and Reservoir Roof Upgrades | Project has been completed. |
| Water Licence Renewal | Ongoing - See Water Licence section |
| Commercial Water Meter upgrade | Majority of meters have been purchased and a portion have been installed. Remainder to be done as time permits. |



REPORT TO COUNCIL

DEPARTMENT: PUBLIC WORKS

DATE: DECEMBER 7, 2020

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR NOVEMBER 2020

| | |
|--|--|
| Landfill Waste Projects (Tires and others) | MACA working with regulatory bodies on options for disposal of tires in NWT or for shipment to Alberta. Expect to have tires removed in spring of 2021. |
| Paradise Road Realignment | Project has been deferred to 2021. |
| Lift Station #2 Demolition | Project has been completed. |
| Sewer Flusher (Equipment) | Tender has been awarded; new flusher expected to be delivered in early 2021. |
| Beaver Crescent Water, Sewer, and Drainage | Surveying and design to be completed in 2020, construction in 2021. |
| Riverview Drive Upgrade | Surveying and design to be completed in 2020, construction in 2021. |
| Capital Drive Watermain | Surveying work completed in 2020, design expected to be done in 2021 with construction beginning in 2022. |
| Treatment Plant Intake Inspection | Reservoirs were inspected in the summer, but intake was not able to be located. Intake has since been located and an inspection will take place in early 2021. |
| Old Town Hall Demolition | Town Hall has been cleared of items, have reached out to consultant on removal of hazardous materials. Will move forward with tendering of hazardous material removal and demolition work. Work expected to take place in spring as warm weather is needed for work. |

Planning:

6 Development Permits and 1 Building Permits have been approved for November 2020. In the month of November 2019, there were 4 Development Permits and 0 Building Permits signed out. The monthly Development and Building report is as follows:

| DATE | DEV # | CIVIC ADDRESS | DESC. OF WORK |
|-----------|----------|------------------------------|--|
| Nov 4/20 | DH20-076 | 264 Miron Drive | Massage Therapy |
| Nov 4/20 | B20-036 | 25 Studney Drive | New Midnight Petroleum Office Building |
| Nov 11/20 | DH20-077 | 31 McBryan Drive | Consulting and Direct Sales (Norwex) |
| Nov 10/20 | D20-078 | 47125 Back Road West Channel | Re-instate Power to existing residence |
| Nov 19/20 | D20-080 | 33 Dean Drive | Temporary Power to Plug-in Equipment. |



REPORT TO COUNCIL

DEPARTMENT: PUBLIC WORKS

DATE: DECEMBER 7, 2020

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR NOVEMBER 2020

| | | | |
|-----------|----------|------------------|---|
| Nov 11/20 | D20-081 | 41 Studney Drive | Demolish Old Shop Warehouse |
| Nov 30/20 | DH20-082 | 55 Miron Drive | Consulting and General Contracting Services |

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
December 2, 2020

Reviewed by: Glenn Smith
SAO
December 3, 2020



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** December 7th, 2020

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for November 2020 as presented.

BACKGROUND:

Recreational Programming

Operational and Covid-19 Updates

The Don Stewart Aquatic Centre reopened to the public on November 9th and the Hay River Curling Club resumed play shortly after. No significant changes have been made to operational hours and Covid-19 guidelines other than minor adjustments to initial allowances for the aquatic centre. Department of Recreation staff remain in communications with GNWT Environmental Health officials for all Covid-19 guidelines and allowances.

Fitness Programming

Fitness programming has continued to do well this month. Yoga continues to draw new participants. Jazzercise has fewer participants registering for the full program, but drop-in numbers have increased. Spin and boxing classes continue to be well attended.

Youth Programming

THR's After-school club continues to be a great success with consistent registration numbers. Participants particularly enjoy Friday afternoons in the aquatic centre. The youth boxing program ended mid-month and was replaced by kid kickboxing. Kickboxing has slightly fewer registrations than the boxing program, but participants are enjoy themselves very much.

Older Adult Programming

Drop-in numbers remain low for older adult programming. Senior walking has some regular attendees and a few new people attending the program. Programming staff are exploring other options and the possibility of moving the craft club and older adult games to the same location as weekly Seniors' Society lunches, bringing the activities to the target audience.

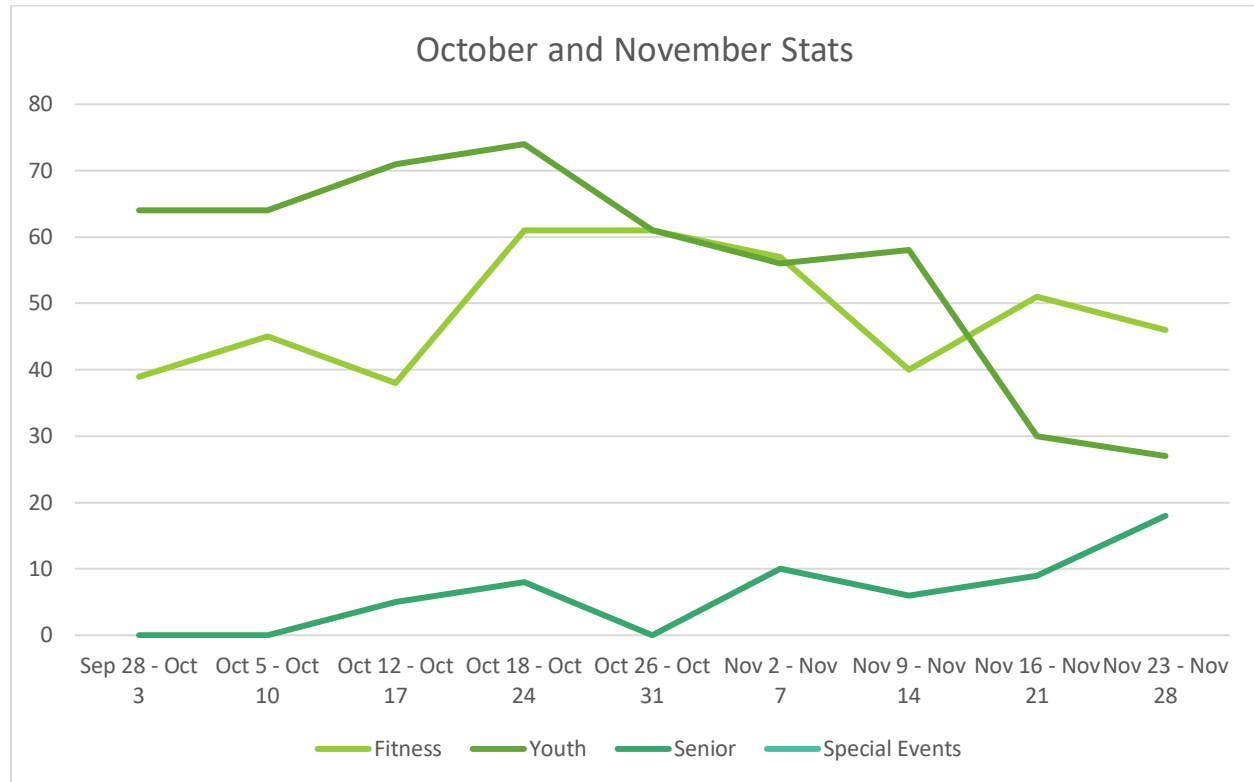


REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: December 7th, 2020

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Recreation Programming Statistics



| Rental hall usage: | CHall | MP Room | DWHall |
|--|-------------------|---------------------|---------------|
| TOHR special events | n/a | - | 31hrs |
| TOHR meetings | n/a | Fit/Yth programs | 6hrs |
| Corporate/private rentals | n/a | - | - |
| Non-profit organization | n/a | 10hrs | 10.5hrs |
| Birthday celebrations | n/a | 2hrs | 2hrs |
| Public Programming | Walk Track | Public Skate | Hockey |
| Total number of participants Nov 1 st -30 th | 1004 | 131 | 65 |



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** December 7th, 2020

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Special Events and Programming

The Santa Claus parade was held on November 11th. This year's parade route was extended and modified to comply with Covid-19 guidelines and best practices. Fewer floats and vehicles entered the parade this year but many residents viewed from their houses and driveways. Others drove to view from locations that allowed for physical distancing and Covid appropriate viewing. Department of Recreation staff also supported the school Parent Action Committees' Festival of Trees and Growing Together Craft Fair at the Community Centre. These events were raised concerns regarding monitoring of maximum occupancy and enforcement of Covid-19 guidelines. Staff supported event organizers and took away valuable lessons regarding public event rentals under the current context.

Aquatics

The Don Stewart Aquatic Centre reopened to the public on November 9th, with a total 600 swimmers making use of facilities in three weeks. Family swim blocks have been the busiest swim times, with many of them being at or near maximum occupancy. Lane swimming times are also very popular with scheduled times filling up well in advance.

Lifesaving training and certification courses continued in November, following up to Bronze Cross and Medallion courses offered in October. November training and courses included

Standard First Aid and a National Lifeguard Course. The National Lifeguard (NL) course facilitated by the National Lifesaving Society of Alberta is nationally recognized and requirement

for lifeguarding in Canada. The course had 8 participants with 6 successfully completing the course.

November operational hours were initially reduced on Mondays to allow staff participation in training and lifesaving courses but the pool schedule has since been adjusted and the aquatic centre is now open 6:30 to 8:00 Monday to Friday and 12:00 to 8:00 on weekends.

The EHO granted additional exemptions to better align with observed and practical use of facilities. THR was given permission to add a third swimming lane swims in order to accommodate demand, primarily during the early morning lane swims. Allowance was given for some spectators in the main lobby area, but only for parents of swimmers 12 years of age or less.

| November Totals | |
|-----------------|-----|
| Lane | 81 |
| Lane/Wading #1 | 69 |
| Lane/Wading #2 | 77 |
| Youth | 104 |
| Family | 170 |
| Teen | 32 |
| Adult | 47 |
| Rental #1 | 0 |
| Weekly Totals | |
| Nov 9-15 | 230 |
| Nov 16-22 | 186 |
| Nov 23-29 | 166 |



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** December 7th, 2020

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

No swimming lessons or Aquafit classes are scheduled but staff anticipate adding these to the schedule in the new year. Target dates, scheduling and other details to be confirmed and communicated in January.

Facilities and Maintenance

Recreation and Aquatic Centre:

- Maintenance:
 - Janitorial contract ongoing with no concerns raised:
 - additional Covid-19 cleaning provided at curling facilities;
 - additional contractor fees at Hay River Curling Club's cost;
 - Weekly ice taps and ice edging being performed as part of ice maintenance plan;
 - Mackenzie Elec. replaced fuses in the control panel for the ice plant;
 - Snow and ice clearing in parking lots and sidewalks when needed.
 - Replaced timer for hot tub to be compliant with health officers recommendations.
 - Ice resurfacers repairs required use of spare ice resurfacers with support from local contractors- some impact to ice quality from use of spare machine;
- Improvements:
 - Mackenzie Elec. found an issue with the VFD controlling the MUA in pool changerooms adjusted the settings and is now working as it should;
 - Door hardware changed at various entrances to allow for easier access to building under Covid-19 operational guidelines;
 - Christmas trees and lights were placed around the building in conjuncture with the festival trees;
 - Maintenance team worked with the aquatic staff in adding third lane for the pool;
 - Start up and trouble shooting required for pool mechanical during initial reopening – support from local contractor;

Parks and Greenspaces:

- Garbage downtown emptied regularly – No other maintenance of greenspaces required in November
- The Mayors Christmas tree at Bob Mcmeekin park was set up for the holiday season



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** December 7th, 2020

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Outdoor sport fields and assets:

- Maintenance: No maintenance required for sports fields in November.
- Outdoor rinks were started. 553 rink is ready to be used and old town rink will require a little more time.

Waterfront Facilities:

- Maintenance: No maintenance required in November

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: December 3rd, 2020

Reviewed by:

Glenn Smith

SAO

Date: December 3rd, 2020



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: December 7, 2020

SUBJECT: Update to the 10 Year Capital Plan (2021 to 2030)

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2021 to 2030 Capital Plan as presented and as recommended by the Finance Committee. Project commencement and spend is conditional on Council approval of annual Capital Budgets and securement of identified funding sources.

BACKGROUND:

The update to the Town of Hay River's 10 Year Capital Plan forecasts the Town's infrastructure replacement and development needs from 2021 to 2030. The plan is based upon identified recommendations of several municipal planning documents, including the 2019-23 Strategic Plan. Major projects supported through the plan include:

1. Fraser Place Land Development
2. Sundog Land Development
3. Water Treatment Plant Replacement
4. New Municipal Waste Management Facility
5. New Town Hall Construction
6. New Lift Station #4 Construction
7. Lift Station #5 Replacement
8. Vale Island Multi-Use Recreation Area Development
9. Various underground and road surface replacements

The 10 Year Plan considers the competing priorities and limited resources available to the Town to optimize spend with the target of providing the most value to the community. Several sources of internal and external funding have been identified to support capital spend including capital reserves, debt financing, CPI, Gas Tax, and other government and third party funding programs. There is a heavy reliance on securing third party contributions to fund many of the identified projects. Debt is the major source of identified funding for land development projects – further discussions will occur ahead of project initiation to discuss alternative funding options for these developments.

Council is currently in the process of approving the 2021 Capital Budget. Some adjustments to project budgeting estimates, timing and scope have been identified since the 2021 Capital Budget presentation and are captured in the 10 Year Plan at an approximate increase spend of \$300,000. Details of these changes will be presented to Council ahead of final approval of the 2021 Capital Budget.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: December 7, 2020

SUBJECT: Update to the 10 Year Capital Plan (2021 to 2030)

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

- 2021 to 2030 Capital Plan
-

Prepared by:

Glenn Smith SAO
December 4, 2020

| | | | | | | | | | | | |
|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|
| Town of Hay River | | | | | | | | | | | |
| 10 Year Capital Plan - Draft | | | | | | | | | | | |
| From 2021 to 2030 | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| PLANNED SPENDING | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 | 2030 | Total |
| Administration | 540,000 | 530,000 | 525,000 | 525,000 | 525,000 | 525,000 | 525,000 | 2,825,000 | 2,825,000 | 2,825,000 | 12,170,000 |
| Protective Services | 130,000 | 460,000 | 510,000 | - | - | - | 700,000 | 60,000 | - | - | 1,860,000 |
| Recreation | 904,000 | 574,000 | 540,000 | 200,000 | 360,000 | 185,000 | 185,000 | 185,000 | 245,000 | 195,000 | 3,573,000 |
| Tourism and Economic Development | 39,500 | 14,500 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | 110,000 |
| Transportation and Public Works | 14,689,985 | 9,538,052 | 10,037,530 | 13,411,367 | 14,150,270 | 2,495,000 | 4,380,000 | 1,495,000 | 280,000 | 645,000 | 71,122,204 |
| Land Development | 1,999,450 | 995,550 | - | 7,450,000 | 7,550,000 | 9,450,000 | 9,450,000 | - | - | - | 36,895,000 |
| Grand Total | 18,302,935 | 12,112,102 | 11,619,530 | 21,593,367 | 22,592,270 | 12,662,000 | 15,247,000 | 4,572,000 | 3,357,000 | 3,672,000 | 125,730,204 |
| PROPOSED FUNDING | | | | | | | | | | | |
| CPI | 2,658,464 | 1,590,000 | 1,433,095 | 1,625,000 | 1,483,500 | 1,407,000 | 1,525,000 | 1,437,000 | 1,525,000 | 1,525,000 | 16,209,059 |
| Gas Tax | 2,478,385 | 1,987,000 | 1,392,500 | 300,000 | 2,450,000 | 975,000 | 1,700,000 | 1,450,000 | 1,000,000 | 1,500,000 | 15,232,885 |
| ICIP | 7,467,244 | 4,657,491 | 5,201,273 | 3,049,775 | 2,866,328 | - | - | - | - | - | 23,242,110 |
| Pre-Sales for Land Development | 1,400,000 | - | - | 500,000 | 500,000 | 500,000 | 500,000 | - | - | - | 3,400,000 |
| Insurance Proceeds | 100,000 | - | - | - | - | - | - | - | - | - | 100,000 |
| Federation of Canadian Municipalities | | | 1,062,500 | 1,100,000 | - | - | - | - | - | - | 2,162,500 |
| GNWT - Water Treatment Plant | | | 500,000 | 7,000,000 | 7,000,000 | - | - | - | - | - | 14,500,000 |
| Other External | 1,478,050 | 280,500 | 638,250 | 207,000 | 207,000 | 35,000 | 85,000 | 135,000 | 157,000 | 142,000 | 3,364,800 |
| Total External | 15,582,143 | 8,514,991 | 10,227,618 | 13,781,775 | 14,506,828 | 2,917,000 | 3,810,000 | 3,022,000 | 2,682,000 | 3,167,000 | 78,211,354 |
| Reserves | 2,121,342 | 1,775,461 | 1,391,913 | 861,592 | 1,035,443 | 795,000 | 2,487,000 | 1,550,000 | 675,000 | 505,000 | 13,197,750 |
| Debt Funding Related to Land Development | 599,450 | 1,821,650 | - | 6,950,000 | 7,050,000 | 8,950,000 | 8,950,000 | - | - | - | 34,321,100 |
| Total Internal | 2,720,792 | 3,597,111 | 1,391,913 | 7,811,592 | 8,085,443 | 9,745,000 | 11,437,000 | 1,550,000 | 675,000 | 505,000 | 47,518,850 |
| Grand Total | 18,302,935 | 12,112,102 | 11,619,530 | 21,593,367 | 22,592,270 | 12,662,000 | 15,247,000 | 4,572,000 | 3,357,000 | 3,672,000 | 125,730,204 |



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: December 7, 2020

SUBJECT: Face masks in Town of Hay River Facilities

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to develop and implement a temporary policy that mandates the use of face masks in Town of Hay River enclosed public facilities.

BACKGROUND:

The COVID-19 Pandemic was declared by the World Health Organization on March 11th, 2020. To date, Canada has recorded over 400,000 cases of infection and over 12,500 related deaths. The national rates of infection are currently on a steep incline and daily infection cases by end of November had reached 7000.

The Northwest Territories, through adherence to strict mitigation measures, has been able to limit the infection rates to only 15 cases since the declared start date of the pandemic. There have been zero reported cases in Hay River. However, as rates of infections continue to rise in neighbouring Provinces and Territories, the potential for introduction into the community increases especially during the busy December holiday season. December will see more people entering the community, circulating in public, shopping at retail stores, and gathering which will make the ability to physically distance difficult. Despite existing controls, the potential for asymptomatic people interacting in these locations and transmitting the virus increases.

The NWT's Office of the Chief Public Health Officer continues to recommend public health measures to be practiced by all residents of the Northwest Territories in order to reduce the risk of spread of COVID-19. These include cleaning hands often, staying home if sick, keeping a physical distance from others and wearing a mask or face covering, especially in settings where it is difficult to maintain a physical distance from others.

Masks have been a strong recommendation of the Chief Public Health Officer for use in all public settings. The use of masks and face coverings is inexpensive, acceptable and a non-invasive measure to help control the spread of COVID-19. It has also been postulated that more widespread wearing of masks and face coverings may act as a visual cue that public health measures, including maintaining a physical distance from others, are still required and that the COVID-19 Pandemic is ongoing. Several businesses in Hay River have recently moved forward with implementing mandatory facemask usage in their buildings by the public.

In order to better support the recommendation by the Office of the Chief Public Health Officer and demonstrate the importance of the safety of Town of Hay River residents and staff, this report recommends that Town Council support the development and implementation of a temporary policy requiring the wearing of face masks in enclosed Town of Hay River facilities. The policy shall include corresponding signage and training for staff on the requirements of



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: December 7, 2020

SUBJECT: Face masks in Town of Hay River Facilities

this bylaw. The policy would be targeted for implementation on Monday, December 14th. The temporary policy would be reviewed in March 2021 to determine applicability given the current circumstances.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

There are no financial implications arising from the recommendation of this report.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Glenn Smith SAO
December 6, 2020



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: December 7th, 2020

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillors Duford and Willows from the Regular Meeting of Council, Monday, December 7, 2020.

BACKGROUND:

Councillor Duford and Willows have asked to be excused from the Regular Meeting of Council, Monday, December 7th, 2020

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Stacey Barnes

Council Administrator

Date: December 7th, 2020

Reviewed by: