



AGENDA

PUBLIC INPUT

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. DECLARATION OF INTEREST**
- 4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**
- 5. DELEGATION**
 - a) Ron Antione – Lease Application Presentation
- 6. ADMINISTRATIVE ENQUIRIES**
- 7. NEW BUSINESS**
 - a) Emergency Services Activity Report for October
 - b) Municipal Enforcement Activity Report for October
 - c) Public Works Committee Report for October
 - d) Development and Building Report for October
 - e) Recreation Monthly Report for October
- 8. ADJOURNMENT**



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES

DATE: NOVEMBER 20th, 2018

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MONTHLY REPORT OF ACTIVITIES

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Protective Services Activity Report for October 2018 as presented.

BACKGROUND:

Summary:

October was a busy month for the Department, and our focus was mostly on Fire Prevention activities. Fire Prevention week was from October 7th to 13th during which we held an Open House, provided hall tours and visited schools. Open House was a success; we offered a Firefighters Challenge for kids, Fire Extinguisher Training, Blood Pressure Clinic, Equipment Tours and drinks and hot dogs for the kids. Attendance was better this year than it has been in the last couple of years due to the use of Social Media to advertise the event.

Some of the members of the Department assisted PA School with their X Country Run. This event was previously hosted in Fort Providence but has now moved to Hay River. Our involvement was based around the safety of the kids, and we had Medical Crews available in the event of any injuries.

The Fire Department also hosted two courses this month. Both classes were Community Based Defensive Level 2 training and included a Part 1 and Part 2. We had members from Katlodeechee Fire, Enterprise Fire and a couple of rookies from Hay River Fire attend the sessions and we were able to do some team building. We billed the School of Community Government for the room rentals and for the training. The equipment being used was owned by Katlodeechee, so no revenues (or cost) were obtained for the use of equipment.

Training this month included Patient Assessments, Vitals, and some scenarios to test our skills. We also did Drivers Training which put the members through their paces handling Engine 2, Rescue 1 and Medic 1. This training builds confidence for the less experienced members and gives them an idea of what it is like to handle larger, heavy trucks.

Meetings:

PWS Committee Meeting
Municipal Services Meeting



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES

DATE: NOVEMBER 20th, 2018

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MONTHLY REPORT OF ACTIVITIES

Regular Council Meeting
 Fire Meetings
 Management Meetings
 Hospital Accreditation Meetings
 SAO Meeting
 JOH&S Meeting

During the month of October 452 paid on-call hours were served by the members of the HRFD for a year to date total of 4,501.5 hours for the year.

STATISTICS

	September 2016	September 2017	October 2018	2018 YTD
Patient Transfers	9	14	9	118
Medical Emergency Local	10	18	12	137
Medical Emergency Reserve	1	1	4	18
Medical Emergency Highway	1	0	0	6
Medical Emergency Out of Town Patients	1	1	0	12
Body Transfer	0	0	1	9
Fires & Rescues	5	3	1	20
False Alarms	2	2	2	28
Training	3	3	4	39
Special Training	3	3	3	23
Maintenance	6	1	5	39
Fire Permits	0	1	3	20
Fireworks Permits	0	1	0	8
Public Safety	7	7	5	27
Inspections	3	3	12	72



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES

DATE: NOVEMBER 20th, 2018

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MONTHLY REPORT OF ACTIVITIES

MAINTENANCE

Ambulance 1	Weekly Checks, Full Service
Medic 1	Weekly Checks, Full Service
Pump 1	Weekly Checks
Pump 2	Weekly Checks, Full Service
Pump 3	Weekly Checks, Full Service
Tanker 1	Weekly Checks, Full Service, Repair Air Leaks, Replace Parking Brake Valve
Rescue 1	Weekly Checks, Full Service, Replace Belt Tensioner
Rescue 2	Weekly Checks, Full Service
Rescue 5	Weekly Checks, 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:

N/A

Prepared by:
Ross Potter
Director Protective Services/Fire Chief
Date: November 5, 2018

Reviewed By:
Judy Goucher
Senior Administrative Officer
Date: November 16, 2018



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** NOVEMBER 13, 2018

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report October 2018 as presented.

BACKGROUND

01/10/2018	15:00	Loose Cat	Pick up cat and turn over to animal shelter
02/10/2018	13:00	Trailer parked on street	Delivered trailer notice
07/10/2018	12:00	Noise Complaint	Patrol to house to check on noise all was quiet at that time
16/10/2018	10:00	Dog complaint, at large, aggressive, defecating	Warning letter about dog and noise complaints.
16/10/2018	14:30	Garbage container presenting a hazard	Warning letter
20/10/2018		Provision of adequate shelter for animal	Warning Letter
28/10/2018	13:15	Loose dog	Picked up dog and turned over to shelter

Dog Attack Complaints Received	0
Cat Attack Complaints Received	0

Number of Dogs Caught	1
Number of Cats Caught	1

Unsightly Properties: 1

When time permits patrols are being done in areas where there have been complaints of barking and loose dogs. The timing of these patrols varies from day to day to keep from setting a pattern which enables us to provide better service to the affected areas.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaws as applicable



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** NOVEMBER 13, 2018
DEPARTMENT: PROTECTIVE SERVICES
SUBJECT: MUNICIPAL ENFORCEMENT REPORT

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Ross Potter
Director, Protective Services

Reviewed By:
Judy Goucher
Senior Administrative Officer

Date: November 5, 2018

Date: November 16, 2018



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** November 20, 2018
DEPARTMENT: PUBLIC WORKS
SUBJECT: PUBLIC WORKS MONTHLY REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the monthly report from Public Works for the month of October 2018.

BACKGROUND:

- Water Treatment Plant, Water Reservoir, Lagoon and Lift Stations operations and inspections.
- Sewer Main Flushing of troubled areas
- Vehicle and Equipment maintenance servicing
- Sidewalk Snow Removal Tender closed Oct 24th, 2018
- Community Access Program (CAP) Funding Wharf Road work started.
- Sewage Force Main Repair (Willow Rd.)
- Water main repairs x2 (100 St. Oldtown)
- Project Inspections Completed (Oct 5)
- Substantial Completion Letter issued for Courtoireille St. Project (Oct 12)
- Substantial Completion Letter issued for Wright Cres. Project (Oct 12)
- Substantial Completion Letter issued for Dessy, Mansell, Morin Project (Oct 12)
- Dessy, Morin and Mansell Place construction completed for season.
- O/M and Capital Budgets 2019 on-going

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

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

FINANCIAL IMPLICATIONS:

N/A



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** November 20, 2018
DEPARTMENT: PUBLIC WORKS
SUBJECT: PUBLIC WORKS MONTHLY REPORT

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Earle Dumas
Director of Projects and Planning
Date: November 16th, 2018

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: November 16th, 2018



REPORT TO COMMITTEE

COMMITTEE: PUBLIC WORKS COMMITTEE **DATE:** November 20, 2018
DEPARTMENT: PUBLIC WORKS
SUBJECT: DEVELOPMENT AND BUILDING PERMIT REPORT

RECOMMENDATION:

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

BACKGROUND:

SUMMARY

- 4 Development Permits and 1 Building Permit have been approved for the month of October 2018. In the month of October 2017, we had 4 Development Permits and 2 Building Permits signed out.

Background

- The October 2018 Development and Building Permit Report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Oct 1/18	DH18-071	25 Riverview Drive	Home Occupation, Wild Spirit Contracting, General Contracting.
Oct 1/18	B18-021	6 Saskatoon Drive	Residential Renovations, fire damaged NWT Housing Unit
Oct 5/18	D18-072	15 McMeekan Crescent	Set up Tent Garage in rear yard
Oct 5/18	D18-073	7 McMeekan Crescent	New Fence rear side yard
Oct 12/18	D18-074	164 Desnoyers Drive	Power Drop for Equipment at Residential Farm.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

CONSIDERATIONS OR FINANCIAL IMPLICATIONS:

N/A



REPORT TO COMMITTEE

COMMITTEE: PUBLIC WORKS COMMITTEE **DATE:** November 20, 2018

DEPARTMENT: PUBLIC WORKS

SUBJECT: DEVELOPMENT AND BUILDING PERMIT REPORT

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Randy Froese
Development Officer
Date: November 15, 2018

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: November 16, 2018



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** November 20, 2018

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for October 2018 as presented

BACKGROUND:

While Fall fought the good fight through most of October, winter decided to once again settle in for another solid six months. As did our regular winter ice programming albeit for the first time at our brand-new recreation centre. After two years without a recreation centre, procedures and memories had to be dusted off to get back into the swing of things with consideration given to how to operate a new facility.

The Aquatic Centre was shut down as planned for the full month of October. Important work to tile, mechanical systems, changerooms, and major equipment was completed to help ensure longevity of assets and safety to patrons. Lifeguards, Facility Maintainers, and contractors worked together to complete. The shutdown also allowed for some required training for staff.

The recreation centre is buzzing with activity. The arena utilization is very high through various ice programming activities, while the walking track has seen a sharp increase in use. November will be even busier with the Aquatic Centre reopening, curling season starting up, and weekend hockey tournaments occurring.

Recreational Programming

October programming consisted of afterschool programs, senior programs, and a Spookacular family event. Each of which included physical literacy, games, crafts and snacks. In addition to use of the recreation centre to host programming, we extended programs into Harry Camsell through allocated gym time. Program planning is continuously being developed toward youth programs, adult and senior fitness programming, preschool programs, and family programs.

Table Tennis is also into full swing, with tables located behind the bleachers and equipment accessible by being able to bring personal items or borrow some from our department with a deposit. We experienced a steady increase of table tennis use through the month.



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** November 20, 2018

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Ice season is fully upon us and the arena is heavily utilized through ice user groups, private bookings, public offerings, and school bookings. Public skating and shinny have been well attended.

Daily bookings of the halls are occurring through private and non-profit rentals.

Recreation Programming Statistics

Regular Programs:

- Walking Track: 403 uses (up 120 from September)
- Table Tennis Drop-in: 3 participants / day
- Public skating: 170 for the month
- Shinny: 2 to 6 per event

Special Programming and Events:

- Spooktacular Family Halloween fun – Oct 27th : approx. 100 participants
- Afterschool programs
 - Teen Art (youth 13+): 0 participants
 - Seniors afterschool (youth 9-12): 2 participants / event
 - Junior Afterschool (youth 5-7): 3 participants / event
 - Makers space (youth 7-9): 0 participants
- Seniors Walking: 0 participants
- Seniors Craft Club: 3 to 6 participants / event
- PHAB: 6 to 8 participants / event
- Gym – Harry Camsell: 0 to 2 per night



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** November 20, 2018

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Tourism and Economic Development

October visitation was slow as expected for the month as we transition to Winter season allowing the Tourism and Economic Development Coordinator to focus on planning documents and funding applications. The Visitor Information Centre (VIC) 8-sided sign was completed and fully installed.

A funding proposal was completed for Trans Canada Trail for improvements to the existing trail system in 2019. Also updated a past funding proposal to Trans Canada Trail system for interpretive signage and followed up with Trans Canada Trail organization's interest in working with the Town to move the project forward.

A draft proposal was completed for continued funding to assist with the continuation of the Tourism & Economic Development Coordinator position and keeping the VIC open year-round.

A draft update of the Tourism Plan was prepared and is being worked on with input from administration. Currently gathering available statistical information on tourism demographics, origin, destination, dollars spent, etc.

RCMP Musical Ride sites are being considered and will be inspected and reviewed in December. There was hope that the track at DJSS would be available but has to date been refused as a potential site. Other considerations are the Keith Broadhead Ballpark, the old race track, and Old Town park.

Tourism Statistics

VIC Visitors:

170 approximately (96% - Canada; 4% - Other (3 US, 1 China, 2 Australia, 2 Germany))

Previous Month: 444 approximately

Gift Shop Sales:

Total Sales: \$615

Previous Month: \$2871

Total Artists/Retailers: 24

Previous Month: 24



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** November 20, 2018

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Aquatics

The Aquatic Centre targeted its annual shut down for maintenance, cleaning, repairs and other operational attention in areas of need through October. It was a successful shutdown with necessary work completed to preserve the life of our aquatic assets and ensure a safe environment for patrons.

Tile work was the most significant activity completed through the shutdown. It was completed again by the original tile setter of the Aquatic Centre project 12-14 years ago. He was very impressed with the state of the tile, and with standard wear, it looked good after all this time. However, there were some minor recommendations for future tile work. A summary report of work completed, and condition of core assets is being completed for planning and reference purposes.

Aquatics Statistics

Pool Attendance:

	<u>2017</u>	<u>2018</u>
Birthday Parties	2	-
Aquafit	2	-
Schools	23	-
General	196	57

Aquatic Revenue:

	<u>2017</u>	<u>2018</u>
Admissions	\$1310	\$105
Kids Lessons	\$0	\$0
Adult Lessons	\$0	\$185
Miscellaneous	\$30	\$10
Hourly Rental	\$105	\$0



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** November 20, 2018

DEPARTMENT: RECREATION & COMMUNITY SERVICES

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Recreation Facilities and Parks

Seasonal shut down and winterization of the summer parks and recreation assets occurred throughout the month while balancing the support of full winter programming activities at the recreation centre. In addition several small operational kinks are being worked out throughout the recreation centre through the first full season of ice programming through support and education by Clarke and system vendors. The most significant issues were around the HVAC system which was impacting air flow, building pressures and temperatures. Those seem to be resolved and operation better understood. It will be a full season of learning and adjustments for Facility Maintainers at the recreation centre.

The janitorial contract tender was advertised in October. Results of the tender will be presented to Council in November.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Glenn Smith
Acting Director Recreation and Community Services
Date: 14 November 2018

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: 16 November 2018