



---

**AGENDA**

---

**PUBLIC INPUT**

**1. CALL TO ORDER**

**2. ADOPTION OF AGENDA**

**3. DECLARATION OF INTEREST**

**4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**

**5. ADMINISTRATIVE ENQUIRIES**

**6. NEW BUSINESS**

- a. Public Works Monthly Report for November 2018 – page 2-3
- b. Development & Building Report for November 2018 – page 4-5
- c. Emergency Services Monthly Report for November – page 6-9
- d. Municipal Services Monthly Report for November – page 10-11
- e. Mayors Monthly Report for November – page 12-13

**7. IN CAMERA**

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

**8. ADJOURNMENT**



# REPORT TO COMMITTEE

---

**COMMITTEE:** MUNICIPAL SERVICES COMMITTEE      **DATE:** December 3<sup>rd</sup>, 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 November 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 Awarded November 21st,2018
- O/M and Capital Budgets 2019 on-going
- Snow Removal through-out town on going
- Installation of Christmas Lighting in down town core
- Snow Blower Tender opens November 28<sup>th</sup>/Closes December 12<sup>th</sup>
- Lagoon Berm Upgrades Tender opens November 21<sup>st</sup>/Closes Dec 5<sup>th</sup>
- Climate Change Funding for Aspen Heights Geo Technical Investigation Submitted November 29<sup>th</sup>
- Recycling of Scrap Steel at Landfill on-going
- MVLWB Annual Report comments submitted Nov 15

## 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:** December 3<sup>rd</sup>, 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

**Reviewed by:**  
Judy Goucher  
Senior Administrative Officer

**Date:** November 29<sup>th</sup>, 2018

**Date:** November 29<sup>th</sup>, 2018



# REPORT TO COMMITTEE

---

**COMMITTEE:** PUBLIC WORKS COMMITTEE **DATE:** December 3, 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/November 2018.**

**BACKGROUND:**

**SUMMARY**

- 6 Development Permits and 2 Building Permits have been approved for the end of October and month of November 2018. In the month of November 2017, we had 2 Development Permits and no Building Permits signed out.

**Background**

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

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Oct 22/18	D18-075, B18-023	Godwin's Mall, 66 Woodland Drive	Develop new Nail Salon in commercial retail space
Oct 25/18	D18-076	13 Industrial Drive	Excavate, Insulate and Grade Foundation of commercial building
Oct 26/18	DH18-077	9 McBryan Drive	Home Occupation (Fitness Instructing)
Nov 13/18	B18-022	25 Riverview Drive	Residential Interior Renovations
Nov 14/18	D18-079	6 A&B Saskatoon Drive	Re-instate temp power for reconstruction use at burnt duplex
Nov 19/18	DH18-080	25 Pine Crescent	Home Occupation (Janitorial Services)
Nov 28/18	D18-081	Pine Point Bridge	Temporary Power Hook-up for Bridge Re-construction of Pine Point Bridge

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A



# REPORT TO COMMITTEE

---

**COMMITTEE:** PUBLIC WORKS COMMITTEE                      **DATE:** December 3, 2018

**DEPARTMENT:** PUBLIC WORKS

**SUBJECT:** DEVELOPMENT AND BUILDING PERMIT REPORT

---

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

N/A

**CONSIDERATIONS OR FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

---

**Prepared by:**  
Randy Froese  
Development Officer

**Reviewed by:**  
Judy Goucher  
Senior Administrative Officer

Date: November 29, 2018

Date: November 29, 2018



# REPORT TO COMMITTEE

---

**COMMITTEE: MUNICIPAL SERVICES**

**DATE: DECEMBER 3, 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 November 2018 as presented.**

**BACKGROUND:**

**Summary:**

The Protective Services Department is working with Environment and Natural Resources on a plan to do more Fire Smart work in the community using ENR monies to accomplish the work. We have also met with a couple of contractors to get estimates to get the work completed and will be approaching the Metis and West Point First Nations for letters of support for the projects.

Training on the new Self Contained Breathing Apparatus (SCBA) for Recreation has now started, and we have one person trained in the equipment. We will have the balance of the staff qualified to use the new gear in early December. As a stop-gap measure, we are still using the old SCBA for the changing of chlorine bottles.

We have received the new Breathing Apparatus Compressor which completes that Capital Project. We will be doing some minor modifications to the Breathing Apparatus Room so that the new unit can be installed. We expect this to be complete in the first week in December. The new compressor and fill station is a major improvement from our old one as we can now service both 2216 PSI Cylinders and 4500 PSI Cylinders.

Ferno Canada was in on the week of the 19<sup>th</sup> to do a service check on our Power Cot, and the cot itself is all within specification. We did identify a battery that was bad, and Ferno will be sending a replacement at no charge.

The Director of Protective Services had a tour of the Northland Utilities Power Station so that we are better prepared in the event of an incident in that location. A few suggestions were made regarding the Fire Suppression System. We found that their plant station, secondary generator



# REPORT TO COMMITTEE

---

**COMMITTEE: MUNICIPAL SERVICES**

**DATE: DECEMBER 3, 2018**

**DEPARTMENT: PROTECTIVE SERVICES**

**SUBJECT: MONTHLY REPORT OF ACTIVITIES**

---

station and ancillary buildings were in a great state, very clean and organized. All hazardous materials were stored in a separate structure which has no electrical or heat.

The Protective Services Department will be participating in a Table Top Exercise at the hospital. This will give us an opportunity to see what the Health Center's strengths and weakness are and will help determine what will be expected from town resources if an event occurs. We will provide details of the exercise once it has been completed.

Training for this month included Incident Command and some tabletop exercises to go along with the ICS training and our new accountability boards. We also spent one night doing some training for Fire Behaviour with actual props that simulate smoke and fire flow through a structure. Training was also accomplished on our new Positive Pressure fan before we put it in service. The fan will be a real boost to Firefighter safety, casualty safety and in general fire ground operations.

## **Meetings:**

- PWS Committee Meeting
- Municipal Services Meeting
- Regular Council Meeting
- Fire Meetings
- Management Meetings
- JOH&S Meeting
- ENR Meeting
- Eagle 88 Meeting
- Brave Industries Meeting
- Budget Meetings

During the month of November 361 paid on-call hours were served by the members of the HRFD for a year to date total of 4,849.5 hours for the year.



# REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES

DATE: DECEMBER 3, 2018

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MONTHLY REPORT OF ACTIVITIES

## STATISTICS

	November 2016	November 2017	November 2018	2018 YTD
Patient Transfers	13	16	14	132
Medical Emergency Local	12	15	15	152
Medical Emergency Reserve	3	0	4	22
Medical Emergency Highway	0	0	1	7
Medical Emergency Out of Town Patients	1	1	1	13
Body Transfer	0	1	0	9
Fires & Rescues	1	1	1	22
False Alarms	1	1	3	31
Training	3	4	4	42
Special Training	0	6	0	23
Maintenance	4	4	4	43
Fire Permits	1	0	1	20
Fireworks Permits	1	0	0	8
Public Safety	5	1	0	25
Inspections	12	3	6	78

## MAINTENANCE

Ambulance 1	Weekly Checks
Medic 1	Weekly Checks
Pump 1	Weekly Checks
Pump 2	Weekly Checks
Pump 3	Weekly Checks
Tanker 1	Weekly Checks
Rescue 1	Weekly Checks





# REPORT TO COMMITTEE

**COMMITTEE: MUNICIPAL SERVICES**

**DATE: DECEMBER 3, 2018**

**DEPARTMENT: PROTECTIVE SERVICES**

**SUBJECT: MONTHLY REPORT OF ACTIVITIES**

<b>Rescue 2</b>	Weekly Checks
<b>Rescue 5</b>	Weekly Checks

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

Fire Prevention Bylaw

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

**Prepared by:**

Ross Potter  
Director Protective Services/Fire Chief

Date: November 28, 2018

**Reviewed By:**

Judy Goucher  
Senior Administrative Officer

Date: November 30, 2018

# REPORT TO COMMITTEE




---

**COMMITTEE:** MUNICIPAL SERVICES COMMITTEE      **DATE:** DECEMBER 3, 2018  
**DEPARTMENT:** PROTECTIVE SERVICES  
**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

---

**RECOMMENDATION:**

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

**BACKGROUND**

03/11/2018	20:00	Man chased and bitten by 2 small dogs while jogging	Dangerous dog letter sent
08/11/2018	14:00	Dog outside very cold	Spoke to owner and they let dog in, Verbal warning
18/11/2018	15:06	Pit bull loose and chasing other dogs in the area	Investigating
19/11/2018	15:00	Put Bull loose and chasing other dogs in the area	Dog broke leash, talked to owner and gave warning that dog needs to be tethered. Purchasing a heavier lead.
21/11/2018	19:00	Loose dog on Fir Crescent	Picked up dog and turned over to shelter
26/11/2018	15:00	Trailer parked on green space	Phoned owner and asked for trailer to be removed
26/11/2018	15:10	Escape parked on green space	Phoned owner and advised they have to move vehicle
26/11/2018	15:20	Trailer parked on green space	Talked to owner they will move trailer
28/11/2018	15:00	Loose dog by KP Woodright	Picked up dog and turned over to shelter

<b>Dog Attack Complaints Received</b>	<b>1</b>
<b>Cat Attack Complaints Received</b>	<b>0</b>

<b>Number of Dogs Caught</b>	<b>2</b>
<b>Number of Cats Caught</b>	<b>0</b>

**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.

# REPORT TO COMMITTEE



---

**COMMITTEE:** MUNICIPAL SERVICES COMMITTEE      **DATE:** DECEMBER 3, 2018  
**DEPARTMENT:** PROTECTIVE SERVICES  
**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

---

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

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

Bylaws as applicable

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

---

**Prepared by:**

Ross Potter  
Date: November 28, 2018

**Reviewed By:**

Judy Goucher  
Date: November 30, 2018



# REPORT TO COMMITTEE

**COMMITTEE:** PUBLIC WORKS COMMITTEE      **DATE:** December 3<sup>rd</sup>, 2018  
**DEPARTMENT:** ADMINISTRATION  
**SUBJECT:** MAYORS MONTHLY REPORT

**RECOMMENDATION:**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the “Mayors Report” for November 2018 as presented.

**BACKGROUND:**

**Mayor's November 2018 Meetings**

<u>Date</u>	<u>Meeting With</u>	<u>Location</u>
November 6/18	YK Mayor Rebecca Alty Introduction/Congratulations	Ptarmigan Inn
November 6/18	MLS South Wally Schumann Update ongoing issues	Mayors Office
November 21/18	Chief April Martel Introduction/Congratulations	Phone

**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



# REPORT TO COMMITTEE

---

**COMMITTEE:** PUBLIC WORKS COMMITTEE      **DATE:** December 3<sup>rd</sup>, 2018

**DEPARTMENT:** ADMINISTRATION

**SUBJECT:** MAYORS MONTHLY REPORT

---

**Prepared by:**  
Kandis Jameson  
Mayor  
Date: November 30<sup>th</sup>, 2018