



COUNCIL MINUTES – NOVEMBER 26th, 2018

The Regular Meeting of Council was held on Monday, November 26th, 2018 at 6:30pm in the Council Chambers.

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

Staff: SAO - Judy Goucher, ASAO – Glenn Smith, Director of Public Works – Earle Dumas, Director of Finance and Administration – Ruth Boden, Director of Protective Services – Ross Potter & 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

#18-408

MOVED BY: CLLR ANDERSON

SECONDED BY: DEPUTY MAYOR BOUCHARD

CARRIED

3. DECLARATION OF INTEREST

There were no declarations of interest for the Regular Meeting of Council – Monday, November 26th, 2018.

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

Cllr Anderson – Thank you to all volunteers and participants for the festival of trees this past weekend.

5. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)

a) October 30th, 2018 – Regular Meeting of Council

#18-409

MOVED BY: CLLR WILLOWS

SECONDED BY: CLLR DOHEY

CARRIED

b) November 20th, 2018 – Special Meeting of Council

#18-410

MOVED BY: CLLR ANDERSON

SECONDED BY: CLLR DOHEY

CARRIED



COUNCIL MINUTES – NOVEMBER 26th, 2018

6. BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

7. DELEGATIONS

- Hay River Library
- Hay River TV Society

8. ADMINISTRATIVE ENQUIRIES

SAO – Judy Goucher

- Working on Budget 2019

DPW – Earle Dumas

- Budget 2019

DOF – Ruth Boden

- Budget 2019

DPS – Ross Potter

- Budget 2019

Recreation – ASAO Glenn Smith

- Advertising for ice user's equipment standards starting December 1st
- Clark is in the building completing outstanding work
- New recreation director starts Dec 3rd

Deputy Mayor Bouchard – Any plans for the old town skating rink?

ASAO Smith – Prep to start laying the ice surface next week, the same space will be used this winter again.

Clr Dohey – Had money in budget last year for work on the old town park/ice surface. It needs work.

Clr Willows – Do we have the same rules on the outside rinks as inside?

SAO Goucher – yes and no. Yes, for liability and no with proper "use at your own risk" signage

Deputy Mayor Bouchard – Helmets signage outside as well?

ASAO Smith – We post helmet signage at the outside rinks

9. COMMITTEE REPORTS

- Emergency Services Activity Report for October

RECOMMENDATION:

#18-411

**MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR DOHEY**



COUNCIL MINUTES – NOVEMBER 26th, 2018

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

CARRIED

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
- 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.



COUNCIL MINUTES – NOVEMBER 26th, 2018

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

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:



COUNCIL MINUTES – NOVEMBER 26th, 2018

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

B) Municipal Enforcement Activity Monthly Report

RECOMMENDATION:

#18-412 **MOVED BY: CLLR DOHEY**
SECONDED BY: DEPUTY MAYOR BOUCHARD

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

CARRIED

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
---------------------------------------	----------



COUNCIL MINUTES – NOVEMBER 26th, 2018

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

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

c) Public Works Committee Report for October

RECOMMENDATION:

#18-413 **MOVED BY: CLLR ANDERSON**
 SECONDED BY: CLLR CHAMBERS

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



COUNCIL MINUTES – NOVEMBER 26th, 2018

CARRIED

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 Courtoreille 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

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

d) Development and Building Report for October



COUNCIL MINUTES – NOVEMBER 26th, 2018

RECOMMENDATION:

#18-414 **MOVED BY: CLLR ANDERSON**
SECONDED BY: CLLR MELANSON

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

CARRIED

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



COUNCIL MINUTES – NOVEMBER 26th, 2018

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

e) Recreation Monthly Report for October

RECOMMENDATION:

#18-415

MOVED BY: CLLR DOHEY

SECONDED BY: CLLR DUFORD

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

CARRIED

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



COUNCIL MINUTES – NOVEMBER 26th, 2018

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.

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



COUNCIL MINUTES – NOVEMBER 26th, 2018

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



COUNCIL MINUTES – NOVEMBER 26th, 2018

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

Recreation Facilities and Parks



COUNCIL MINUTES – NOVEMBER 26th, 2018

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

10. NEW BUSINESS

- a) Excused Absence

RECOMMENDATION:

#18-416 **MOVED BY: CLLR DOHEY**
 SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Melanson from the Regular Meeting of Council on Monday, November 26th and Councillor Willows from the Regular Meeting of Council on Monday, December 17th.

CARRIED



COUNCIL MINUTES – NOVEMBER 26th, 2018

BACKGROUND:

Councillor Melanson has asked to be excused from the Regular Meeting of Council on Monday, November 26th and Councillor Willows from the Regular Meeting of Council on Monday, December 17th.

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
Executive Assistant
Date: November 23rd, 2018

- b) NWT Housing Corporation Amended Sales Agreement Request

RECOMMENDATION:

#18-417 **MOVED BY: CLLR ANDERSON**
 SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the amended wording to replace “single family dwelling” with “residential development” of the following sale of land agreements with NWT Housing Corporation based on housing not to be used for RCMP.

**Lot 1833, Plan 3925 – 21 Saskatoon Drive
Lot 1834, Plan 3925 – 19 Saskatoon Drive
Lot 1835, Plan 3925 – 17 Saskatoon Drive
Lot 1836, Plan 3925 – 15 Saskatoon Drive**



COUNCIL MINUTES – NOVEMBER 26th, 2018

Lot 1840, Plan 3925 – 14 Saskatoon Drive
Lot 1841, Plan 3925 – 16 Saskatoon Drive
Lot 1842, Plan 3925 – 18 Saskatoon Drive

and agrees in principle to allow semi detached and duplex housing which is a discretionary use under the R1B zoning of these properties.

CARRIED

BACKGROUND:

The NWT Housing Corporation will be constructing housing units on lots purchased from the Town of Hay River. They have not submitted development permits however they have stated that their intent is to construct semi-detached or duplex housing on these lots. They have requested that the sale agreements be amended to replace the term “single family dwelling” with “residential development”. The Town’s Development Officer has confirmed that semi-detached and duplex housing are discretionary uses under Zone R1B and recommends approval of the proposed wording change in the sale agreements and has no issues with the proposed use.

Paragraph one of the purchase agreement;

1. That in consideration of the sale of the said land and as a condition of the sale, he will commence erection of a ~~single family dwelling~~ to residential development in accordance with Zoning and Building By-law No. 1812, Section 6.2 R1B Single Family Residential (Class B).

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaw 1812 Zoning and Building Bylaw
Bylaw 2178 Land Administration Bylaw

FINANCIAL IMPLICATIONS:

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Randy Froese
Development Officer
Date: November 26, 2018

Reviewed by:
Judy Goucher
Senior Administrative Officer
Date: November 26, 2018



COUNCIL MINUTES – NOVEMBER 26th, 2018

c) RCMP Monthly Report for October

RECOMMENDATION:

#18-418

MOVED BY: CLLR ANDERSON

SECONDED BY: DEPUTY MAYOR BOUCHARD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Monthly Policing Report for October 2018 from the Hay River RCMP Detachment "G" Division Northwest Territories as presented.

CARRIED

BACKGROUND:

N/A

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

A copy of the Monthly Mayor's Policing Reports for August 2016 from the Hay River RCMP Detachment "G" Division Northwest Territories is attached for the information of Council

Prepared by:
Stacey Barnes
Council Administrator

Reviewed by:
Judy Goucher
Senior Administrative Officer

Date: November 22nd, 2018

Date: November 22nd, 2018

11. NOTICES OF MOTIONS

There was no notice of motions at the Regular Meeting of Council on Monday, November 26th, 2018



COUNCIL MINUTES – NOVEMBER 26th, 2018

12. IN CAMERA

#18-419

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

That the Council of the Town of Hay River move to In Camera at 7:31pm.

CARRIED

#18-420

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR ANDERSON**

That the Council of the Town of Hay River move out of In Camera At 8:01PM.

CARRIED

13. ADJOURNMENT

#18-421

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 8:02pm.

CARRIED

Certified Correct as Recorded on the 26th day of November 2018.

These minutes were accepted by motion # 18-429.



Mayor



Senior Administrative Officer