



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 – October 22nd – page 3-31
- b. Regular Meeting of Council – October 29th – page 32-37

6. DELEGATION

- a. Hay River Library Committee

7. ADMINISTRATIVE ENQUIRIES

8. COMMITTEE REPORTS

- a. Public Works Monthly Report for October – page 38-41
- b. Protective Services Monthly Report for October – page 42-44
- c. Municipal Enforcement Monthly Report for October – page 45-46
- d. Tourism and Economic Development Report for October – page 47-50
- e. Mayors Monthly Report for October – page 51-52
- f. Recreation Monthly Report for October – page 53-58
- g. Q3 O&M Reports – page 59-68
- h. Excused Absence – page 69

9. NEW BUSINESS

- a. Excused Absence – page 70
- b. Deputy Mayor Appointment – page 71-72
- c. Sidewalk Snow Clearing RFP – page 73

10. BYLAWS

- a. Bylaw 1468 - Property Tax Relief to Senior Citizens – Third and Final Reading – page 74-77
- b. Bylaw 1892 – Property Tax Relief to Disabled Citizens – Third and Final Reading – page 78-82
- c. Bylaw 2413 – Land Sale – First and Second Reading – page 83-85
- d. Bylaw 2415 – Land Disposal for Dean Drive Industrial Lots – First and Second Reading – page – 86-89
- e. Bylaw 2416 – Land Disposal for Vale Island Lots – First and Second Reading – page 90-93

11. NOTICES OF MOTIONS



12. IN CAMERA

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

13. ADJOURNMENT



COUNCIL MINUTES – October 22nd, 2019

The Regular Meeting of Council was held on Tuesday, October 22nd, 2019 at 6:30pm in the Council Chambers.

Present: Mayor Jameson, Deputy Mayor Bouchard, Councillors Anderson, Chambers, Dohey, Duford, Groenewegen & Willows

Staff: Senior Administrative Officer – Judy Goucher, Assistant Administrative Officer – Glenn Smith, Director of Public Works – Mike Auge, Director of Finance & Administration – Sam Mugford, Director of Recreation – Stephane Millette & Finance Clerk – Pearl Lewis

1. CALL TO ORDER:

This Meeting was called to order at 6:30pm with Mayor Jameson presiding.

2. ADOPTION OF AGENDA

#19-299

MOVED BY: CLLR ANDERSON

SECONDED BY: CLLR CHAMBERS

CARRIED

3. DECLARATION OF INTEREST

There were no declarations of interest noted at the Regular Meeting of Council, Tuesday, October 22nd, 2019.

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

Mayor Jameson – Thank you to the kids from Ecole Boreale that attended the Town Office, grades 5/6. Great questions and very respectful. They left notes for councillors. Their wish list was a gym. It was hosted by myself and the Council Administrator.

Cllr Anderson– I would like to wish everybody happy Small Business Week.

Also, the Chamber of Commerce is going to have a guest speaker October 23, 2019 re SMCC which is going to be changed from a jail to a therapeutic community model.

Meeting at the Chamber tomorrow to advise businesses of the changes

Cllr Willows – there is going to be an opportunity to meet at the Hospital tomorrow at 1:00 p.m. to have a tour of the Emergency Room to advise of the process that is going on there. There would be staff and nurses to answer questions if you need to talk to them about the process and what is going on there.

Deputy Mayor Bouchard – The Mayor, SAO and I were in Yellowknife last week at Opportunities North Conference and had a meet and greet with a bunch of members from Alberta, NWT and Yukon. There was good representation there from Hay River.



COUNCIL MINUTES – October 22nd, 2019

Mayor Jameson – I attended NWT Association of Communities meeting and had the opportunity to meet with our new MLA's and speak with them about what our issues are going forward. I will provide a full report to Council at next meeting.

Cllr Groenewegen – I would like to thank Mayor and administration for hosting Ecole Boreale.

5. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)

a) September 10th – Regular Meeting of Council

#19-300

MOVED BY: CLLR DUFORD

SECONDED BY: CLLR CHAMBERS

CARRIED

b) September 17th – Regular Meeting of Council

#19-301

MOVED BY: CLLR DOHEY

SECONDED BY: CLLR GROENEWEGEN

CARRIED

c) October 8th – Special Meeting of Council

#19-302

MOVED BY: DEPUTY MAYOR BOUCHARD

SECONDED BY: CLLR ANDERSON

CARRIED

d) October 8th – Public Hearing for Bylaw 1812 "W"

#19-303

MOVED BY: CLLR CHAMBERS

SECONDED BY: CLLR GROENEWEGEN

CARRIED

6. DELEGATIONS

There were no Delegations noted at the Regular Meeting of Council, Tuesday, October 22nd, 2019.

7. ADMINISTRATIVE ENQUIRIES

Director of Finance and Administration – Sam Mugford

- Q3 Capital and O&M Financial Statements are prepared in draft forms.
- Capital Budget being prepared.
- O&M Budget in the processing of being assembled.
- Community Enhancement Applications have been received. Still waiting on one.



COUNCIL MINUTES – October 22nd, 2019

Director of Recreation – Stephane Millette

- We are pretty much at full ice season with the ice crew on their regular schedules.
- This weekend we will be holding our first weekend of full events, speed skating, etc.
- Curling Rink is not quite up and running but they are building ice. They are expecting to be up and running soon.
- Walking track is being used regularly.
- Fitness classes are busy.
- November and December programs will be out soon. They are for swimming lessons and pool programs, which are going well. We are expecting most to fill up fast for the November/December block.
- We are offering fitness programs during the evening and we will offer some fitness programs during the lunch hour.
- Going to continue registration for the junior lifeguard club and that is Friday when school is out. It is one of the programs they are offering Friday afternoons.
- Maintenance staff is almost done the takedown of everything that is for the summer season. The benches and bike racks on Courtoireille Street are the last to be taken out.
- Planter boxes to be removed and stored for the winter.
- Dredging is almost complete. Sounds like everything is going well and Porritt has been shut down for a while.
- We did host a NWT Recreation and Parks Association conference not long ago. Had a conference call with the organizer this afternoon and we got very good feedback to help with future conferences.
- Hosted elections and that went very well. Good feedback.

Director of Public Works – Mike Auge

- Public works guys are getting things ready for the winter.
- Doing some grading in the industrial area.
- Will be filling in some potholes around town.
- We got a response re the Water License from the Water Board on our interim closure and Reclamation Plan. They have deferred the approval. They did accept the 2018 Annual Report, as submitted, with a couple of recommendations for 2019.
- The lagoon inspection by consultants has been finished and submitted to the Water Board for review. No approval required. For information purposes.
- Water Treatment Plan Roof and Reserve Roof projects are starting up. Starting up meeting with contractor tomorrow morning.
- Have a contract in place for the geotechnical investigation of the place, so we should have a schedule this week as to when that work will be taking place.
- Tender for sidewalk snow clearing is out for tender. It closes on the 30th. The guy from last year is going to do the work in case of any major snowfall until this one is awarded.



COUNCIL MINUTES – October 22nd, 2019

Assistant Senior Administrative Officer – Glenn Smith

- Majority of my work last week, with the Director of Recreation, SAO and Council Administrator, was to put together a proposal to host the 2020 AGM and Conference in Hay River. Awaiting a decision.
- Peter Magill and ASAO to attend the 2019 NWT Tourism AGM and Conference the week of Nov 4th in Yellowknife.
- Tourism and Economical Development meeting this Thursday. Three-hour session to work on updating our 2020 tourism plan.
- Pavilion project started. A lot of carpentry work being done. Work started on the exterior walls. Electrical and mechanical is ramping up with their designs.
- 3 positions open in Public Works. 2 filled and 1 has been suspended. We are at full compliment beside 1 lifeguard position that is filled by casuals.

DM Bouchard – Still working on the budget date for the public meeting for the budget to get that date down? One other area that still concerns me is that at the North end of Woodland there is a big pothole.

SAO Goucher – We are in no position to set a date for the public meeting until we have had a chance to review our preliminary cycle 1 budget with council. Things are coming together and hopefully in the next couple of weeks we will be able to give you an answer as to dates.

Cllr Anderson – I understand there are some issues with respect to the rental of the arena by the RCMP for their Spookarama event. I guess they have not been charged in the past, but I guess this year it has changed. What is the charge and is there any discount?

SAO Goucher – There is no charge to the RCMP for the community hall for Spookarama.

Cllr Anderson – Are there any plans for further upgrades for the Museum road?

SAO Goucher - Over the past three years we have received funding from the Department of Infrastructure for the Community Access Program. That road is on our radar. Significant work has been done. It is not ready for paving, but significant work as been done for drainage, etc. As and when funds are available, we will be able to upgrade that road.

Cllr Anderson– On the Public Works positions, what positions have been filled locally and what is outstanding again?

SAO Goucher – I would say localish. Our general foreman is continuing his employ. So, until he is ready to retire, we are going to hit pause on that staffing and will go out to competition when the situation changes.

Cllr Willows – Would like an update on Fraser Place and talk about some communications which we see on Facebook. I don't know if anyone is prepared to answer that now, but it would be good to have that discussion.

Mayor Jameson – I think that is a question that administration can answer and get back to us. We can have a discussion about Fraser Place but not on this Agenda.



COUNCIL MINUTES – October 22nd, 2019

	Lining of Sewer lines Winterizing of temporary water lines
Water & Sewer Facilities	Daily inspections of facilities Winterizing of utility buildings
Roads	Grading activities regularly Placing of crush where required Pothole patching Sign repair Culvert installation Ditching work Prep of manholes and valves for sidewalk replacement Mix and store winter salt and sand
Cemetery	1 Funeral held this month

Landfill Operations:

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

Removal of scrap steel is on hold temporarily until prices rise, still arranged to be completed.

Waiting on finalizing the funding agreement to remove tires from the landfill. Expected that this work will occur once the funding is in place.

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. All the associated documents are currently out for review through the MVLWB website with an October 24th deadline for comments/questions from the reviewers. The Town will have a two week period after this date to respond to any comments that are received. Following this, the MVLWB will schedule technical sessions to discuss and review any issues that arise. The renewal process is on schedule and expected to continue well into 2020.

Capital Projects:

The largest of the capital works projects for the department of Public Works are still awaiting signed agreements through the ICIP funding program. Several of the smaller projects are currently underway. A list of 2019 Capital Projects along with an update of the status of these projects is included below.

2019 Capital Projects Public Works	
Project	Update



COUNCIL MINUTES – October 22nd, 2019

Lift Station System Upgrade	Awaiting finalized funding agreement and acquisition of property
Fraser Place Development	Consultant is working on a quote for providing a geotechnical study of the area
Caribou Crescent Water, Sewer, and Drainage	Awaiting finalized funding agreement
Grader Replacement	Tender complete, waiting on council approval
Mower Attachment for Tractor	Removed, money to protective services (postponed)
Water Treatment Plant Roof Replacement	Tender complete, waiting on council approval
Reservoir Roof Upgrades	Tender complete, waiting on council approval
Fire Hall/Town Hall demolition	Various items stored in facility have been itemized and will be disposed by auction or removed by user groups. Records to be relocated for safekeeping and retention/disposal as per the Bylaw. Next steps include remediation of hazardous materials and demolition. Demolition cannot proceed until fibre cable is no longer required in Town Hall building.
Sewage Lagoon upgrades	COMPLETE
Snowblower – heavy duty	COMPLETE
Liftstation study	COMPLETE
Beach Road Upgrade	COMPLETE
Water Licence Renewal	Ongoing - See Water Licence section
Landfill Trailer	In place, finishing all required hook-ups, expected to be fully functional soon
Landfill - Tire Recycling Program	Awaiting finalized funding agreement
Landfill - Solid Waste Facility Planning/Scoping	Awaiting finalized funding agreement
Sewer Lining throughout Town	COMPLETE Finalized list being review by PW staff
Paradise Road Realignment	Project on hold until funding source identified
Lift Station #2 Demolition	Project underway, expected to be completed in October
Generator Replacement - WTP	COMPLETE
Sewer Flusher (Equipment)	Equipment being sourced by supplier
Landfill Interim Closure Plan	Awaiting approval from MVLWB
Mansell, Dessy, and Morin work	Project almost complete Some minor yard restorations still ongoing

Planning:



COUNCIL MINUTES – October 22nd, 2019

19 Development Permits and 6 Building Permits have been approved for September 2019. In the month of September 2018, we had 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
Aug 23/19	D19-073, B19-024	42 Industrial Drive	New Trade Show Direct Shop/ Caretakers
Aug 23/19	D19-074	37 Stewart Drive	Interior and Exterior renovations
Sept 4/19	D19-075	48008 Back Road	Single Family Modular Home, Garage, Shed, Driveway
Sept 4/19	B19-027	38 Paradise Road	68'X60' Machine Shop/Shed
Sept 4/19	D17-082, B19-028	12 Elm Crescent	Re-surface Mobile Home Roof
Sept 5/19	D19-076, B19-029	34 Studney Drive	SMCC New Security Fence addition inside existing compound re-locate 3 Sheds.
Sept 6/19	D19-077	55 Dean Drive	Temporary power pole Panel for the purpose of Trucking Company Equipment plug-ins.
Sept 9/19	D19-078	20 Elm Crescent	Replace existing Fence with taller Fence
Sept 9/19	D19-079	69-102 nd . Street	Moving of old Post Office/Drugstore/Bank to Museum site for display.
Sept 10/19	D19-080	148 Wildrose Drive	Remove Manufactured Home from property. (No new location yet).
Sept 10/19	D18-081	148 Wildrose Drive	Remove Structure from property. (No new location yet).
Sept 11/19	DH19-082	11 Gaetz Drive	Consulting Home Business
Sept 11/19	D19-083, B19-033	404 Paradise Road	25'X60' Pole Hay Barn.
Sept 16/19	DH19-084	4 Mansell Place	Home Based Travel Agency.
Sept 16/19	D19-085	8 Industrial Drive	26.4mX18.3m 3 Bay Shop, Hardware Storage.
Sept 7/19	D19-086	12 Wild Current Court	Demolish Old Mobile Home and Replace with New Manufactured Home
Sept 17/19	D19-087	11 Cedar Road	Demolish old Stick Built Home
Sept 24/19	D19-088, B19-035	49 Studney Drive	Stick new 30'X50' Storage Warehouse
Sept 24/19	DH19-089	206-44A Woodland Drive	Home Occupation Electrical Business Office Only
Sept 24/19	D19-090	Lots 1&2 101 st . Street	Install Driveway, Culvert and Fence Property

COUNCIL POLICY / STRATEGY OR GOAL:

N/A



COUNCIL MINUTES – October 22nd, 2019

to increase the number of attendees. It appears like the strategy was successful as we more than doubled the numbers over the past couple of years.

Special functions that were attended by the members included medical support for the Mud Run, a Home Alone Course for kids, attendance at the Annual Tradeshow and our Open House.

We were able to spark some interest from the general public in becoming members of the department, one person has already become a member, and we are waiting to hear back from a few more. Like most Fire Departments in Canada, we are struggling with recruitment and retention of members. We have received three resignations from very active members in October due to their relocation to other communities.

Meetings:

Senior management meetings
 Committee meetings
 Council meetings
 Joint Occupational Health and Safety
 RCMP meeting

During the month of September 570.5 paid-on-call hours were served by the members of the HRFD for a year to date total of 6,294.5 hours.

STATISTICS

FUNCTIO N	SEPTEMB ER 2017	SEPTEMB ER 2018	SEPTEMB ER 2019	SEPTEMB ER 2017 YTD	SEPTEMB ER 2018 YTD	SEPTEMB ER 2019 YTD
Patient Transfers	13	8	18	146	109	118
Medical Emergenc y Local	13	12	22	118	126	126
Medical Emergenc y Reserve	1	1	4	15	14	16
Medical Emergenc y Highway	0	0	0	5	6	4
Medical Emergenc y Out of Town Patients	1	0	3	11	12	10
Body Transfer	0	0	1	6	8	5
Fires & Rescues	1	3	2	21	19	16



COUNCIL MINUTES – October 22nd, 2019

False Alarms	0	2	1	20	26	14
Training	4	4	4	38	35	39
Special Training	0	4	6	14	20	35
Maintenance	4	4	3	32	34	31
Fire Permits	4	0	3	4	17	6
Fireworks Permits	1	1	1	4	8	1
Public Safety	0	0	4	22	22	20
Inspections	6	6	12	33	60	79

MAINTENANCE

Ambulance 1	Weekly checks
Medic 1	Weekly checks
Engine 1	Weekly checks
Engine 2	Weekly checks
Engine 3	Weekly checks
Tender 1	Weekly checks
Rescue 1	Weekly checks
Rescue 2	Weekly checks
Rescue 5	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:

N/A

Prepared by:

Reviewed By:



COUNCIL MINUTES – October 22nd, 2019

Ross Potter
 Director Protective Services/Fire Chief
 Date: October 2, 2019

Judy Goucher
 Senior Administrative Officer
 Date: October 3, 2019

c) Municipal enforcement Monthly Report for September 2019

RECOMMENDATION:

**#19-306 MOVED BY: DEPUTY MAYOR BOUCHARD
 SECIBDED BY: CLLR ANDERSON**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for September 2019 as presented.

CARRIED

BACKGROUND

OFFENSE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	OFFENCES	WARNINGS	SHELTER	FINES	TOWED
Animal Control Bylaw							
Animal Abuse	1			1			
Barking Dogs	2	2					
Dog Attack							
Dog Bites	2			2			
Loose Cat	1				1		
Loose Dogs	9	2		6		1	
Business License							
Traffic Bylaw							
Vehicle Parking	3			3			
Trailer Parking	3	1		2			
ATV	1			1			
Unightly Bylaw							
Overgrown Trees	2			2			
Long Grass							
Development Related							
Infringing on Property							
Fire Prevention Bylaw							
Burn Garbage							
Porritt Landing							
Vessel Parking Issues							

Unightly Properties: 2

The Protective Services Specialist is making daily patrols which include surveys for loose dogs, vehicles and trailers that may be parked inappropriately causing aesthetic and traffic issues (i.e., parking in green spaces), and unsightly properties. We are also fielding complaints from the public and investigating the allegations to ensure they are valid.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A



COUNCIL MINUTES – October 22nd, 2019

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
Date: October 2, 2019

Reviewed By:

Judy Goucher
Senior Administrative Officer
Date: October 2, 2019

d) Tourism and Economic Development Monthly Report for September 2019

RECOMMENDATION:

#19-307

**MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR WILLOWS**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of September 2019.

BACKGROUND:

Tourism Activity:

- Tourism activity dipped down in numbers of visitors and sales were down as school was back in and the Territorial Parks closed on September 15. The VIC's early return to Winter hours did also influence tourist traffic and artisan sales – the VIC was closed on the Labour Day weekend due to no available staff.
- Again, this month our largest number of foreign tourists were from the USA and Germany.
- We had a return of Taiwanese tourists, but only six compared to last year's 34. In speaking with the tourists, we found out that the NWT is a well-known attraction in Taiwan, even though NWT Tourism does not advertise in the country. The tourists mentioned that September is the month for airline deals to fly out of the country.
- We have had many tourists express frustration with the border and parks closing so early in the year. The lack of access to road maps, visitor guides and other information at the border and on weekends around Hay River when the VIC is closed. Guides and road maps were delivered around town to all gas stations, Town Hall, a few restaurants and the library to make available for tourists. Having access to maps and guides is very important to the promotion of tourism and safety of tourists as accessing online information is not possible for long stretches of travel throughout the NWT.



COUNCIL MINUTES – October 22nd, 2019

- Peter will be attending the Tourism Marketing & Advisory Board meeting in Yellowknife on October 1st & 2nd where the marketing strategy of NWT Tourism will be discussed, augmented and approved for the coming two years.

Visitor Information Centre (VIC):

- The VIC work continued this month with the removal of the inside chain link fencing and the parking lot paved.
- A plan for parking and signage was prepared for the VIC's new parking lot to control traffic. This will be implemented at the beginning of next year's Spring season.
- The lawn has grown in nicely and two permanent picnic tables have been delivered and will be installed in October.
- Winter hours are in effect - Monday to Friday 8:30 am to 5:00 pm and closed on Saturday & Sundays.
- Helen Green & Andrew Cassidy set up a market at the VIC on Sunday September 22 as the Fisherman's Wharf was closed. There was a great deal of activity with many people dropping by the VIC to purchase locally grown produce and products.
- September sales were \$2,765.20, just shy of last year (\$2,871.00). 2019 sales are on target to exceed last year's.
- Peter will be on holidays from October 3 to the 17. Without staff the VIC will be closed, and visitors will be directed to the Town Hall for information and directions.

Other Activity:

- Design for the Trans Canada Trail interpretive signage is ongoing, we have copy and are working on translations and artwork.
- Sites for the interpretive signs along the Kiwanis Trail have been chosen and the sign frames are up.
- Way finding Trans Canada Trail signs are installed along the Kiwanis Trail. The trail has been widened, revealed roots and depressions have been packed with earth and gravel added, and surrounding brush and low branches have been removed providing views of the river and ease of access for multiple users.
- The annual Chamber of Commerce Home, Business & Leisure Trade Show and Fall Fair was a success drawing people from around the community to attend. The Town of Hay River ran a booth through the event supported by staff and Council.
- ITI approved SEED funding of \$9100.00 towards the Porritt Landing boat launch expansion and repairs. The old concrete blocks were removed, new concrete installed, and the slope of the launch was improved to allow larger boats and trailers to access the water.
- Tourism & Economic Development Committee special meeting to discuss the 2020 Tourism Plan has been rescheduled due to members being unavailable.
- Information and quotes have been prepared for RFP to be submitted to host the NWT Tourism AGM, Conference and Gala in November of 2020. If we are chosen to host the event it would be a great opportunity to showcase Hay River and our ability to confidently host large conferences and events.
- A 'Thank You' half page ad was prepared for The Hub to thank all of the sponsors and volunteers who helped make the RCMP Musical Ride such a huge success. We easily sold the 1000 tickets and it is estimated that there was over 1300 people inside of the ball field (includes dignitaries and children 5 years old and younger) with another 100 or more outside of the fence.

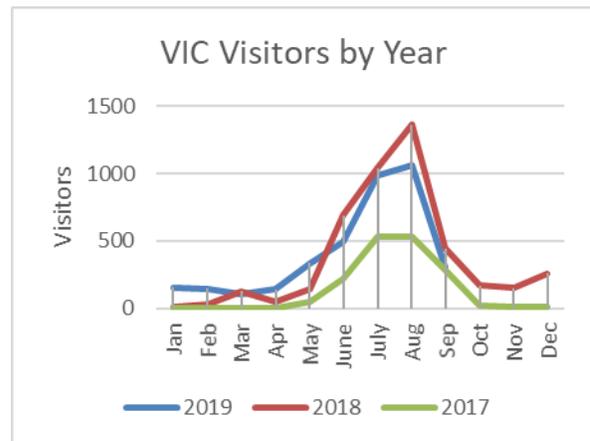
External Funding Success



September Grant Applications:

- SEED funding for the Porritt Landing improvements was approved - \$9100.00

Visitor Information Centre Visitors



September visitors through the door at the VIC are expectedly down compared to August – 308 compared to last month’s 1062 visitors (95% Canada/NWT, 17 USA, 13 Germany, 2 Swiss, 4 Aus, 1 NZ, 3 UK, 2 Netherlands, 6 Taiwan, 2 Japan, 1 Africa, 1 Chile, 1 Venezuela). September of 2018 visitor stats were 444.

Gift Shop Sales



Gift shop sales were just shy of last year's sales – Sept 2019 \$2,765.20 – Sept 2018 \$2,871.00

Inbound Marketing

- Focus was on social media and on greeting and assisting those traveling North to Hay River and the South Slave Region. We have been posting more on Instagram and Twitter to widen the audience and attract them to visit.
- We have an advertisement in this month's issue of Up Here (pg. 38) with advertising on their webpage.
- We have secured a half page advertisement in the 2020 Explorers' Guide for the Town of Hay River promoting tourism.

Visitor Satisfaction Rating

- In development – Fall 2019

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

Peloton and Fitness on Demand applications which are available for wireless devices. Lunch hour spin classes continue to be well attended, especially given that we now have 11 spin bikes. Programming staff will offer a greater variety of fitness classes through use of virtual fitness applications. Specific requests have been made by patrons and community groups that would like to book private or weekly semi-private

Recreation Programming Statistics

Regular programs:	July		August		September		Totals
	2018	2019	2018	2019	2018	2019	
<i>Walking Track</i>	-	45	-	49	-	88	132
<i>Table Tennis Drop-in</i>	-	8	-	6	-	7	
<i>Air Hockey Drop-in</i>	-	7	-	3	-	4	
<i>Pickleball</i>	-	95	-	160	-	43	
<i>Various fitness classes</i>	-	4	-	8	-	16	2 wks only
<i>Spin Bike Classes</i>	-	11	-	20	-	28	96
<i>Spin bootcamp</i>	-	-	-	6	-	21	
<i>Lunch time spin</i>	-	14	-	23	-	47	
<i>Zumba gold</i>	-	10	-	5	-	0	
<i>Seniors Craft Club</i>	-	-	-	-	-	10	12
<i>Senior stretch</i>	-	-	-	10	-	2	
<i>Public Skating</i>	-	-	-	-	-	5	20 (1wk only)
<i>Sr Shinny</i>	-	-	-	-	-	15	
<i>Jr Shinny</i>	-	-	-	-	-	4	

Rental hall usage:	Community Hall	Multipurpose Room	Doug W. Hall
<i>TOHR special events</i>	2	4-6 THR programs daily	2 programs weekly
<i>TOHR meetings</i>	1	4	2 + 8 days staff training
<i>Corporate/private rentals</i>	2	-	1

<i>Non-profit organization</i>	2	4	1
<i>Birthday celebrations</i>	2	-	-
<i>Other</i>	<ul style="list-style-type: none"> - Kids triathlon in Aquatic Centre foyer; - Fall Fair and Trade Show on ice surfaces; 		

Revenues:	July	August	September
<i>Drop in activities</i>			
<i>Child</i>	678.58	\$664.97	\$369.39
<i>Student</i>	\$297.18	320.04	\$266.68
<i>Family</i>	\$594.36	\$754.38	\$422.91
<i>Adult</i>	\$673.86	\$845.23	\$319.79
<i>Senior</i>	-	\$117.90	\$49.78
<i>Fitness Programs</i>			
<i>Student drop ins</i>	-	\$6.67	\$13.34
<i>Adult drop ins</i>	\$129.78	\$72.82	\$202.27
<i>Adult Memberships</i>	\$531.41	\$95.25	\$281.38
<i>Senior drop ins</i>	\$136.24	\$5.00	-
<i>Senior Memberships</i>	\$1364.74	\$624.48	-

Aquatics

Transition to Fall/Winter season brings minor changes to the Aquatic Centre's regular weekly schedule much, though demographics do change. Monthly statistics for September show improvement from 2018 in most categories in September. It is expected that statistics and revenues will continue to improve with consistent scheduling and fewer closures, given a near full complement of staff and improvements to the Aquatic Centre's mechanical systems.

One last set of weekday summer swimming lesson was offered in late August and early September. Swimming lesson format changes in Fall/Winter in response to back to school activity and ice sports.

Some school groups made use of the pool in September. We expect school group numbers to increase, as well as birthday party rentals. Eight school/youth group blocks are available weekly for



COUNCIL MINUTES – October 22nd, 2019

bookings, while there are four birthday blocks on weekends. The calendar is already starting to fill up for coming months.

The Alberta Fitness Leadership Certification Association was onsite with Aquatic Staff in September to provide Aquatic Exercise Specialty training to 9 lifeguards from the NWT. Though there was only one THR lifeguard in the course (due to necessary prerequisites), this certification should increase our ability to offer Aquafit evening and weekend classes.

Regular programming included:

- Early bird lane swim (4 days/week);
- Aquafit adult classes (twice weekly);
- Open Swim Times (daily)
- School/Youth group availabilities (8 blocks per week);
- Evening Adult swim (4 days/week);
- Birthday Party Availability (4 blocks per weekend);
- Family Swim Times (one/week);
- Swim lessons (4 days/week)

Department Statistics

Pool Attendance:	July		August		September	
	2018	2018	2018	2019	2018	2019
<i>Birthday parties</i>	2	1	1	0	4	1
<i>Aquafit</i>	20	12	12	35	8	11
<i>School groups</i>	N/A	N/A	N/A	N/A	46	77
<i>General</i>	1302	1381	1381	1310	1049	1097

Aquatic Revenue:	July		August		September	
	2018	2019	2018	2019	2018	2019
<i>Admissions</i>	\$3842.35	3817.44	3097.39	3268.94	\$3573.25	\$3095.54
<i>Kids Lessons</i>	\$2325.20	3790.50	851.50	2263.50	\$850.50	\$1672.50
<i>Adult Lessons</i>	\$318.19	252.00	0.00	274.28	Tbd	tbd



COUNCIL MINUTES – October 22nd, 2019

Miscellaneous	\$542.60	259.80	222.79	464.71	\$73.34	\$182.94
Hourly Rental	\$137.14	0.00	68.57	266.66	\$411.42	\$133.33

Facilities and Maintenance

Parks and Greenspaces:

- Maintenance:
 - Regular checks, clean up and emptying of garbage cans on TOHR properties;
 - Pick up litter in ditches and in downtown core;
 - Hanging baskets taken down and flowers being removed;
 - Coordination and cooperation with Beautification Committee;
 - End of season inspections and maintenance as required;
- Improvements:
 - 6 garbage cans being wrapped (partnership with Hay Days Corporate Art Attack);
 - 5 bear proof garbage cans received (to be wrapped with THR logo and images);
 - Coordination with Manger of Trail Improvement Project Manager;
 - Local contractor hired for installation of 5 honour benches around Town of Hay River

Outdoor sport fields and assets:

- Maintenance:
 - Seasonal inspections, clean up and removal of graffiti at skate park;
- Improvements:
 - Repairs made to bleachers and fencing at Keith Broadhead Memorial Park ball diamonds;
 - Infield groomer ordered for 2020 season;
 - Skate Park Committee completed installation of permanent parking barriers;

Recreation and Aquatic Centre:

- Maintenance:
 - Janitorial contract ongoing with positive feedback from contractor and THR staff;
 - Ice plant start up with representative from CIMCO Refrigeration;
 - Maintenance staff participated in Arena I & II training
 - Ice installation went as planned;
- Improvements:
 - Take down of pickleball courts;



COUNCIL MINUTES – October 22nd, 2019

- Partial materials received for hot tub and pool filter repairs;
- Numerous repairs and maintenance in pool mechanical room with need to return automated control of chemical feed systems;
- Quotations requested as part of 2019 Capital Budget projects:
 - Community Hall sink;
 - Sound baffles for arena dressing rooms (Lobsterfest Committee contribution);
 - Rec Centre bar/raffle table on wheels (Lobsterfest Committee contribution);

Waterfront Facilities:

- Maintenance:
 - Weekly support to Fisherman's Wharf operator;
- Improvements:
 - Fisherman's Wharf closed and winterized for another off season;
 - Porritt Landing slope improvement work and repaving;
 - Preparation for dredging at Porritt Landing following end of season on Sept 25th;

Special Events:

- Annual or regular events/partnerships:
 - Trade Show and Fall Fair;
- New or one-time events:
 - The First annual Mud Run was hosted at the Glenn Smith ball park;
 - All Candidates Forum (NWT Elections);

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Prepared by:

Reviewed by:



COUNCIL MINUTES – October 22nd, 2019

9. NEW BUSINESS

a. Tourism Operators License Amendment

RECOMMENDATION:

#19-311

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the amendment of the Yellowknife Northern Lights Tour Inc.'s Tourism Operator License to include trips to Hay River area for activities including aurora viewing and hiking the water falls route.

CARRIED

BACKGROUND:

Consistent with the terms of the Tourism Act, Industry, Tourism and Investment (ITI) has reached out to the Town of Hay River to review an Application for an Amendment to a Tourism Operator License (TOL) that would have a potential impact to the community of Hay River and local tourism service providers. The application has been submitted to ITI by the licensed operator Yellowknife Northern Lights Tour Inc.

The application's amendment request outlines:

- *Include trips to Lady Evelyn Falls, Alexandra Falls, Fort Providence and Hay River. Guests will overnight in Fort Providence and Hay River. Trip activities will include aurora viewing and hiking to the water falls.*
- *Intent to stay one night in Fort Providence and one night in Hay River*
- *Aurora and hiking tours for the Territorial Parks will be limited to August and September only*

The Tourism and Economic Development Committee has reviewed the application and recommends that the Council of the Town of Hay River support the amendment. The Committee is not aware of any local operators actively offering this service. The Committee welcomes an operator that will bring tourists to our region. It will be a great opportunity to demonstrate what Hay River has to offer with respect to tourism and hopefully will lead to increased service demand. The operator should be compliant with any Hay River bylaws including business licensing.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:



COUNCIL MINUTES – October 22nd, 2019

BACKGROUND:

THR Council (Motion #19-280) approved a \$225 000 capital project aimed at upgrading the Aquatic centre's Air Handler Unit (AHU) and Heat Recovery and Ventilation (HRV) systems based on redistribution of previously approved capital funding, \$50 000 preapproved funding from the Arctic Energy Alliance's Community Government Energy Retrofit Program, as well as commitment to seek further contributions including the Federal Government's Greenhouse Gas Grant Program to maintain the Town's equity portion of the project at no more than 25%.

Sole source contracting is being recommended for the project in alignment with Article 11.1 of the Town of Hay River's Procurement Bylaw. The following rationale for a non-competitive selection is as follows:

1. There is an absence of competition with the level of required technical understanding of the current design and construction of the AHU and HRV for the facility;
2. The identified local contractor has extensive knowledge of the design and construction of the existing AHU and HRV for the facility;
3. One source of supply would be acceptable and cost effective.

Administration is recommending that the project be completed in 2 phases.

Phase 1 includes AHU upgrade work that is weather dependent and can be completed with funding that has been confirmed. Arctic Energy Alliance and 2019 Capital Budget funds are in place to proceed with Phase 1 of the project.

Approval of Phase 2 of the project (integration of Aquatic Centre controls to the Recreation Centre systems) remains conditional on the Town securing funding through the Federal Government's Greenhouse Gas Grant Program. Successful applicants to the program may receive up to 75% of eligible project costs from the GHG Grant Program. Communications with GHG Program representatives are ongoing and remain promising, though capital spend will may require carry over to 2020 fiscal year.

Background information on immediacy of Phase 1:

- The Aquatic Centre's AHU freezes up during cold weather. Frequent freeze up of the AHU strains equipment and creates significant negative pressure in the Aquatic Centre.
- Ultimately, the new Recreation Centre's ventilation system and controls will become unbalanced, strained and less efficient in their effort to compensate for negative pressure and extremes temperatures in the Aquatic Centre.
- Phase 1 of the project can be completed at minimal additional cost, regardless of delay to Phase 2.

COUNCIL POLICY / STRATEGY OR GOAL:



COUNCIL MINUTES – October 22nd, 2019

Asset management goals outlined in 2019-2023 THR Strategic Plan.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Bylaw No. 2388 Procurement Bylaw and Policy

FINANCIAL IMPLICATIONS:

- No further spend or financial implications to initial proposal;
- Current revision recommends 2 phases of spending to recognize funds that have been secured and funds yet to be secured.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stephane Millette
Director of Recreation and Community Services
October 19, 2019

Reviewed by:
Judy Goucher
Senior Administrative Officer
October 19, 2019

10. BYLAWS

- a) Bylaw 1812 “W” – Second Reading

#19-314

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

CARRIED

Bylaw 1812 “W” – Third and Final Reading

#19-315

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

CARRIED

11. NOTICES OF MOTIONS

There was no notice of motions at the Regular Meeting of Council on Tuesday, October 22nd, 2019



COUNCIL MINUTES – October 22nd, 2019

12. IN CAMERA

#19-316

MOVED BY: CLLR DOHEY
SECONDED BY: CLLR ANDERSON

That the Council of the Town of Hay River move to In Camera at 7:25pm.

CARRIED

#19-317

MOVED BY: CLLR DUFORD
SECONDED BY: CLLR ANDERSON

That the Council of the Town of Hay River move out of In Camera At 7:40PM.

CARRIED

13. ADJOURNMENT

#19-318

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 7:41pm.

CARRIED

Certified Correct as Recorded on the 22nd day of October 2019.

These minutes were accepted by motion #_____.

Mayor

Senior Administrative Officer



COUNCIL MINUTES – October 29th, 2019

The Regular Meeting of Council was held on Tuesday, October 29th, 2019 at 6:30pm in the Council Chambers.

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

Staff: Senior Administrative Officer – Judy Goucher, Assistant Administrative Officer – Glenn Smith, Director of Public Works – Mike Auge, Director of Protective Services – Ross Potter, Director of Finance and Administration – Sam Mugford, Director of Recreation – Stephane Millette & 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

#19-319

MOVED BY: CLLR WILLOWS

SECONDED BY: DEPUTY MAYOR BOUCHARD

CARRIED

**Add 4a) 2019 Great Trail Maintenance Program

3. DECLARATION OF INTEREST

There were no Declarations of Interest for the Regular Meeting of Council, Tuesday, October 29th, 2019.

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

a) 2019 Great Trail Maintenance Program

Mayor Jameson – Mayor and Council would like to recognize and thank today our trail work crew for the contributions made to improving the Town’s trail systems through the 2019 Trail Maintenance Project. The project focused on improving the usability, safety and signage along the 18 kilometers of The Great Trail network that runs through the core of the community. Kiwanis, Irma Miron, and the Snye nature trails each received significant improvements this year that we encourage our citizens and visitors to enjoy.

The Town in partnership with the Northwest Territory Metis Nation and the Hay River Metis Government, were proud to recruit 5 term employees for the project. Their work term started in June and is wrapping up this week. The crew did an excellent job completing the various activities associated with the trail maintenance, and we commend and recognize them especially for their safe work practices followed.



COUNCIL MINUTES – October 29th, 2019

Please join me in thanking:

- Ceira Mckay-Flaherty
- Johnny Bailey
- Chance Jackson
- Mathew Lafferty
- and, their supervisor, Garrett Flaherty.

We wish you all the best in your next endeavours.

b) Royal Canadian Legion Branch #250 Presentation

Glenn – Fisherman's Wharf Pavilion project relies on Community groups commitments. The Royal Canadian Legion Branch #250 recently wrapped up a chase the ace lottery. So, on Behalf of the Royal Canadian Legion Branch #250, President Blake Lawrence is presenting the Town of Hay River with a check in the amount of \$27,000 towards that project. Thank you.

5. DELEGATION

- a) Healthy Habitat for Hay River – Matthew Lakusta

6. ADMINISTRATIVE ENQUIRIES

Director of Finance – Sam Mugford

- Q3 O&M and capital will be going to the Finance committee on for Friday's meeting
- Community Enhancement package going to Finance committee
- November budget draft is coming along
- Interim audit will start the week of November 11th (January-September)

Director of Protective Services – Ross Potter

- 472 Hazmat testing took place this past weekend. All 13 people passed with 7 being from Hay River
- We have 2 new recruits that will start 1001 & 472 next year

Director of Recreation – Stephane Millette

- Curling club ice surface is ready to use
- Speed skating clinic in town this weekend
- Bantam hockey tournament next weekend
- Spookarama on Thursday, sponsored by the RCMP
- Air Handler Unit work has begun, trying to get ahead of the cold weather
- Had 2 meetings last week with community partners - Hay River Interagency and the Beautification Committee.
- Porritt Landing Dredging has been completed for this year

Director of Public Works – Mike Auge

- We had a new water/sewer person start yesterday
- We have been out sanding the roads in the mornings
- Had a forcemain issue that will require a dig this week



COUNCIL MINUTES – October 29th, 2019

- The landfill biopad soil removal has half of it ready, the other half will be ready to move this winter
- Water license comments are due on October 31st, then we will hold a technical meeting on December 10-12.

Assistant Senior Administrative Officer – Glenn Smith

- Met with the Tourism and Economic Development committee for a planning session on the 2020 tourism plan
- Peter and I will be attending the NWT Tourism AGM in Yellowknife next week
- Recently toured Castaway campground to see their progress and development
- Meeting with MACA regarding asset management project
- Sponsorship funding for the Pavilion is ongoing
- IT department is working on live streaming the council meetings
- The Town will be putting together a Recreation and Tourism guide for 2020

Senior Administrative Officer – Judy Goucher

- I took part in a tour of the emergency dept with members of council recently
- Also, went on a tour of the pavilion, it is looking great behind the tarps
- Working on bylaw and policy updates

Cllr Anderson – When can we see the windows in the Godwin's Mall fixed?

PS Potter – I contacted the owner, they are expected to be re-placed in 10-14 days.

Cllr Anderson – Is there a program to remove all the tires from the landfill?

SAO Goucher – we have applied for some funds through the ICIP program, although we did receive verbal agreement to \$450,000. Still waiting for the signed contributions.

Cllr Dohey – I like the idea of a Recreation/Tourism guide. We miss out on sports tourism.

Cllr Willow – Who is running the interagency meetings? Bobbie Hamilton

Cllr Groenewegen – Why are we using the MACA Asset Management tool?

SAO Goucher – It is part of the Strategic Plan.

ASAO Smith – It is a requirement of funding from MACA

7. NEW BUSINESS

- a. Appointment of 2019 Auditor

RECOMMENDATION:

#19-320

MOVED BY: CLLR DOHEY

SECONDED BY: CLLR CHAMBERS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints the firm of Ashton Chartered Accountants to perform the audit of the Town of Hay River for the fiscal year ending December 31, 2019.

CARRIED

BACKGROUND:



COUNCIL MINUTES – October 29th, 2019

Council is required by *Cities, Towns and Villages Act* Sec. 13(3)(d) to obtain an audited financial statement each year and submit the approved statement to the department of Municipal and Community Affairs within 120 days of the year end date which is December 31st. Ashton Chartered Accountants is a local firm who can provide this service to the Town and has provided this service for several years. Administration is recommending that we ask them to prepare our audited financial statements for the year ended December 31, 2019.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

13.(3)(d) of the *Cities, Towns and Villages Act*

FINANCIAL IMPLICATIONS:

The external audit is a budget item in the 2019 budget.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Sam Mugford, CPA, CA
Director of Finance and Administration
October 29, 2019

Reviewed by:

Judy Goucher
Senior Administrative Officer
October 29, 2019

- b. Letter of Support for Jr NBA

RECOMMENDATION:

#19-321

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the Jr NBA Youth Basketball Program's funding application to the Mackenzie Recreation Association to offer recreational activities and skill development for local youth.
CARRIED

BACKGROUND:

See attachment for the background information supporting this letter of support.



COUNCIL MINUTES – October 29th, 2019

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

MRA Funding Application Form

Prepared by:

Stephane Millette

Director of Recreation and Community Services

October 28, 2019

Reviewed by:

Judy Goucher

Senior Administrative Officer

October 28, 2019

8. BYLAWS

a) Bylaw 1468 – Property Tax Relief to Senior Citizens – First and Second Reading

#19-322

**MOVED BY: CLLR WILLOWS
SECONDED BY: DEPUTY MAYOUR BOUCHARD**

CARRIED

#19-323

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

b) Bylaw 1468 – Property Tax Relief to Disabled Citizens – First and Second Reading

#19-324

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

CARRIED

#19-325

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR ANDERSON**

CARRIED



COUNCIL MINUTES – October 29th, 2019

9. NOTICES OF MOTIONS

There was no notice of motions at the Regular Meeting of Council on Tuesday, October 29th, 2019

10. IN CAMERA

#19-326

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

That the Council of the Town of Hay River move to In Camera at 7:22pm.

CARRIED

#19-327

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR CHAMBERS**

That the Council of the Town of Hay River move out of In Camera At 7:43PM.

CARRIED

11. ADJOURNMENT

#19-328

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 7:44pm.

CARRIED

Certified Correct as Recorded on the 29th day of October 2019.

These minutes were accepted by motion #_____.

Mayor

Senior Administrative Officer



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: PUBLIC WORKS

DATE: NOVEMBER 4, 2019

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR OCTOBER 2019

RECOMMENDATION:

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for October 2019.

BACKGROUND:

Public Works Daily Operations:

Public Works staff continued ongoing 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	Monthly Activity
Water & Sewer	Water shut offs and turn ons as requested Water and Sewer inspections of areas of concern Water and Sewer locates as requested Meter readings taken Flushing of lines Month end water report
Water & Sewer Facilities	Daily inspections of facilities Boiler maintenance and inspection Winterizing of utility buildings
Roads	Grading activities regularly Sanding activities when required Ditching work Sign repairs as needed Mix and store salt and sand in preparation for winter roadwork
Vehicles	Winterizing of vehicles
Cemetery	1 Funeral held this month

Landfill Operations:

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

New landfill trailer has been put in place and hooked up. New trailer is now operational and in use by our contractor.



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: PUBLIC WORKS

DATE: NOVEMBER 4, 2019

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR OCTOBER 2019

Removal of scrap steel is on hold temporarily until prices rise, still arranged to be completed.

Waiting on finalizing the funding agreement to remove tires from the landfill. Expected that this work will occur once the funding is in place.

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. All the associated documents were out for public review through the MVLWB website with an October 31st deadline for comments/questions from the reviewers. The Town will have until mid-November to review the comments and questions and provide responses. Technical sessions for the Water Licence Application are currently planned for December 10 – 12. The renewal process is on schedule and expected to continue well into 2020.

Capital Projects:

The largest of the capital works projects for the department of Public Works are still awaiting signed agreements through the ICIP funding program. A list of 2019 Capital Projects along with an update of the status of these projects is included below.

2019 Capital Projects Public Works	
Project	Update
Lift Station System Upgrade	Awaiting finalized funding agreement and acquisition of property
Fraser Place Development	Contract for geotechnical assessment has been signed and work expected to commence in November.
Caribou Crescent Water, Sewer, and Drainage	Awaiting finalized funding agreement
Grader Replacement	Tender awarded, awaiting arrival of new grader
Mower Attachment for Tractor	Postponed
Water Treatment Plant Roof Replacement	Tender awarded, project expected to start early November
Reservoir Roof Upgrades	Tender awarded, project expected to start early November
Water Licence Renewal	Ongoing - See Water Licence section
Landfill Trailer	Complete
Commercial Water Meter upgrade	Complete
Landfill - Tire Recycling Program	Awaiting finalized funding agreement
Landfill - Solid Waste Facility Planning/Scoping	Awaiting finalized funding agreement
Sewer Lining throughout Town	Complete
Paradise Road Realignment	Project on hold until funding source identified



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: PUBLIC WORKS

DATE: NOVEMBER 4, 2019

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR OCTOBER 2019

Lift Station #2 Demolition	Project ongoing
Sewage Lagoon Upgrades	Complete
Snowblower - heavy duty	Complete
Lift Station Study	Complete
Beach Road Upgrade	Complete
Generator Replacement - WTP	Complete
Sewer Flusher (Equipment)	Equipment being sourced by supplier
Landfill Interim Closure Plan	Approval deferred by MVLWB, will become part of the water licence renewal process
Mansell, Dessy, and Morin work	Project work completed for 2019 Some minor work to be completed in 2020

Planning:

6 Development Permits and 2 Building Permits have been approved for October 2019. In the month of October 2018, we had 2 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 1/19	D19-091	13 Fir Crescent	Replace and make larger front Deck and Steps
Oct 1/19	D19-092, B19-036	20 Wild Current Court	Build Post and Beam Screened Gazebo on existing open Deck.
Oct 7/19	D18-065, B19-036	Hay River Ski Club	New stick-built Garage Shop
Oct 9/19	DH19-094	56 Cranberry Crescent	Personal/Group Fitness Trainer/Wellness and Nutrition
Oct 22/19	D19-095	40084 Mackenzie Hwy. Merlyn Carter Airport	Extend long term energized parking lot.
Oct 23/19	DH19-096	2 Balsam Drive	Bi Di Zine (Online Wholesale)

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



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: PUBLIC WORKS

DATE: NOVEMBER 4, 2019

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR OCTOBER 2019

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by: Mike Auge
Director of Public Works
October 31, 2019

Reviewed by: Judy Goucher
SAO
October 31, 2019



STANDING COMMITTEE TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: NOVEMBER 4, 2019

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

RECOMMENDATION:

**MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR CHAMBERS**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Emergency Services Activity Report for the month of October 2019 as presented.

BACKGROUND:

Summary:

Now that we have our NFPA 1001 training complete for this year we were able to move on to some new Training this month, which consisted of Ventilation Training, Class 4 Driver's Inspections training and Pump Operations training. As far as special training is concerned our 1001 students participated in their Hazmat Awareness and Hazmat Operations course and testing. By the end of the year we expect to see 6 more people complete all requirements for Structureal Fire Fighting certification.

During the month of October we had 3 members resign from the department due to job placements in other communities. All three of these members were certified Fire Fighters so it was a huge loss to the department. We have picked up 3 new recruits who we will be getting trained to fill the void.

The Fire Department members also volunteered to assist the RCMP with their annual Spookarama celebrations for Halloween. We will have close to 1/2 of the department participation in this event.

The Protective Services group has been busy doing Occupancy Certificates (inspections) and they are working on completing all inspections on Town of Hay River assets by the end of November. We are pleased to report that only minor deficiencies have been found during our inspections, and the deficiencies are being dealt with quickly by the different departments.

Meetings:

Senior management meetings
Committee meetings
Council meetings
Joint Occupational Health and Safety
Hospital Meeting



STANDING COMMITTEE TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: NOVEMBER 4, 2019

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

During the month of October 401 paid-on-call hours were served by the members of the HRFD for a year to date total of 6,695.5 hours.

STATISTICS

FUNCTION	OCTOBER 2017	OCTOBER 2018	OCTOBER 2019	OCTOBER 2017 YTD	OCTOBER 2018 YTD	OCTOBER 2019 YTD
Patient Transfers	14	9	12	165	118	130
Medical Emergency Local	18	12	13	136	137	139
Medical Emergency Reserve	1	4	3	26	18	19
Medical Emergency Highway	0	0	0	5	6	1
Medical Emergency Out of Town Patients	1	0	1	12	12	11
Body Transfer	0	1	0	8	9	5
Fires & Rescues	3	1		22	20	39
False Alarms	2	2	7	22	28	21
Training	3	4	4	41	39	35
Special Training	3	3	3	17	23	38
Maintenance	1	5	4	33	39	35
Fire Permits	1	3	2	5	20	8
Fireworks Permits	1	0	0	5	8	1
Public Safety	7	5	0	36	27	20
Inspections	3	12	16	52	72	95



STANDING COMMITTEE TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: NOVEMBER 4, 2019

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

MAINTENANCE

Ambulance 1	Weekly checks
Medic 1	Weekly checks
Engine 1	Weekly checks
Engine 2	Weekly checks
Engine 3	Weekly checks
Tender 1	Weekly checks
Rescue 1	Weekly checks
Rescue 2	Weekly checks
Rescue 5	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:

None

Prepared by:

Ross Potter
Director Protective Services/Fire Chief
Date: October 31, 2019

Reviewed By:

Judy Goucher
Senior Administrative Officer
Date: October 31, 2019



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: NOVEMBER 4, 2019

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

**MOVED BY: CLLR CHAMBERS
 SECONDED BY: CLLR WILLOWS**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for October 2019 as presented.

BACKGROUND

OFFENSE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	OFFENCES	WARNINGS	SHELTER	FINES	TOWED
Animal Control Bylaw							
Animal Abuse							
Barking Dogs				1			
Dog Attack							
Dog Bites							
Loose Cat					1		
Loose Dogs		1		9	1	1	
Business License							
Traffic Bylaw							
Vehicle Parking							
Trailer Parking		1		2			
ATV							
Unightly Bylaw							
Overgrown Trees				2			
Long Grass							
Miscellaneous				4			
Development Related							
Infringing on Property							
Fire Prevention Bylaw							
Burn Garbage							
Porritt Landing							
Vessel Parking Issues							

Unightly Properties: 2

The Protective Services Specialist is making daily patrols which include surveys for loose dogs, vehicles and trailers that may be parked inappropriately causing aesthetic and traffic issues (i.e., parking in green spaces) and unsightly properties. We are also fielding complaints from the public and investigating the allegations to ensure they are valid.



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: NOVEMBER 4, 2019

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

The Specialist has also been assisting with some of the inspections that are being done on the Town of Hay River owned buildings, and on Daycare and Dayhome facilities.

She has completed her Incident Command 100 Course and is finalizing Incident Command 200, which will be completed this week. These courses were in preparation for her to attend Incident Command 300 next week.

COUNCIL POLICY / STRATEGY OR GOAL:	
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N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:
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Bylaws as applicable

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Ross Potter
Director, Protective Services
Date: October 31, 2019

Reviewed By:
Judy Goucher
Senior Administrative Officer
Date:



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT DATE: November 4, 2019

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

RECOMMENDATION:

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of October 2019.

BACKGROUND:

Tourism Activity:

- Tourism activity was expectedly down from Summer peaks and down in comparison to historical October figures. The VIC was closed from October 1 to 17 as Peter was on holidays.
- Last month we had a visitor from Snohomish, Washington State, Monica Van der Vieren come to Hay River. She posted a blog story about her visit
- and provided some very informative details of her experiences in Hay River. Great exposure and well worth a read. A link to her blog article has been posted on the Hay River Tourism Facebook and Twitter pages or can be accessed through this link <https://larkeyskip.com/.../20/chapter-4-hay-river-nwt-day-1/>

Visitor Information Centre (VIC):

- Winter hours are in effect - Monday to Friday 8:30 am to 5:00 pm and closed on Saturday & Sundays.
- October sales were \$896.18, up from last year (\$615.00). 2019 sales are on target to exceed last year's.
- Ross Potter performed an occupational health and safety audit while Peter was away. Many of the listed concerns have been corrected or addressed. A follow up walk through with Ross will be performed over the next few weeks.
- The damaged flashing on the VIC roofline has been repaired.

Other Activity:

- Design for the Trans Canada Trail interpretive signage is ongoing. We have received some design templates and are working on translations and artwork. We are hoping to see finalized signage up before the end of September.
- Peter and Glenn will be attending the 2019 NWT Tourism Conference and AGM the week of November 4.
- A proposal to host the 2020 NWT Tourism Conference and AGM in Hay River was submitted and we are hoping that Hay River will be chosen; the location will be announced at this year's AGM.
- Tourism & Economic Development Committee special meeting to host a strategic planning meeting was held and the information is being compiled.



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT DATE: November 4, 2019

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

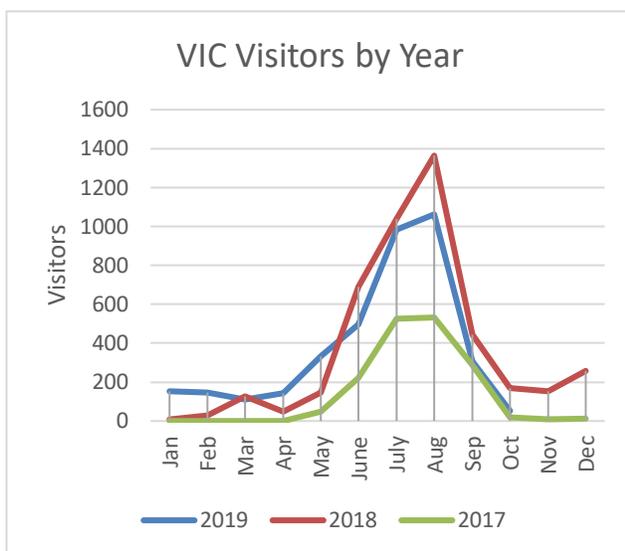
External Funding Success



October Grant Applications:

- No funding applications were applied for in the month of October.

Visitor Information Centre Visitors



October visitors through the door at the VIC are expectedly down due to VIC being closed from October 1 – 17 for holidays. Only 52 compared to September’s 308, all visitors were Canadian.



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT DATE: November 4, 2019

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Gift Shop Sales



Gift shop sales were up from last year's sales despite being closed for two weeks – October 2019 \$896.18 – October 2018 \$615.00

Inbound Marketing

- Focus has been on promotion through social media. Our number of followers on Facebook has increased to just over 1000. Twitter and Instagram have been growing but posting has not been as regular as with Facebook.

Visitor Satisfaction Rating

- In development – Fall 2019

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT DATE: November 4, 2019

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

N/A

ATTACHMENTS:

N/A

Prepared by:
Peter Magill
Tourism and Economic Development Coordinator
Date: October 28, 2019

Reviewed by:
Glenn Smith
ASAO
Date: October 30, 2019



REPORT TO COMMITTEE

October 30 th , 2019	Hay River Housing Authority	Whispering Willows
October 31 st , 2019	2 Seniors Lunch	Whispering Willows

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:

Kandis Jameson

Mayor

Date: November 1st, 2019



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 4th, 2019

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

RECOMMENDATION:

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 as presented.

BACKGROUND:

Recreational Programming

October was a busy month around the Recreation Centre. Both ice surfaces are fully operational with the arena hosting ice user groups such as the HRFSC, HRMHA, HR Speed Skating Club and adult groups Monday to Friday. THR also offers a few hours of public skating and shinny hockey every week. Advertising efforts have increased with scheduled Facebook posts, printed posters and recreation guides. Posters and programs are also added to THR's website, while also being communicated to Moose FM and CKHR.

The Department of Recreation was fortunate to host the NWTRPA's 2019 conference at the Recreation Centre. The event made use of all three rental rooms and the Curling Club lounge during the first week of October. NWTRPA's annual conference brings together senior, youth and leadership delegates from all regions of the NWT. The event was a great success with positive feedback received from all involved. Some lessons were learned, given that the Department of Recreation aims to increase conferencing capabilities and revenue in coming months and years.

While attendance has been modest for fitness classes, there are amazing virtual classes and a wide variety of instructor lead classes at the Recreation Centre. Customer feedback, informal public surveys and registration numbers will guide future initiatives.

Afterschool programs continue to be a great success! Registration and attendance remain high. These programs are offered by the Recreation Programmer term employee. After school programs include Science Club, Drama Club, Art Club and Zumba activities. Programming staff also maintain a partnership with representatives from PHAB and RAD to offer fun and safe activities on Friday afternoons given there is no school for students.

Seniors programs are increasing in numbers, with the most popular activity being the Older Adult Craft Club. Recreation Department staff also offer Walking with Seniors times and Stretching Classes.



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 4th, 2019

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Recreation Programming Statistics

<i>Regular programs:</i>	August		September		October		Totals
	2018	2019	2018	2019	2018	2019	
<i>Walking Track</i>	-	49	-	88	-	126	235
<i>Table Tennis Drop-in</i>	-	6	-	7	-	76	
<i>Air Hockey Drop-in</i>	-	3	-	4	-	33	
<i>Pickleball</i>	-	160	-	43	-	0	33
<i>Various fitness classes</i>	-	8	-	16	-	33	
<i>Spin Bike Classes</i>	-	20	-	28	-	16	44
<i>Spin bootcamp</i>	-	6	-	21	-	4	
<i>Lunch time spin</i>	-	23	-	47	-	24	
<i>Science Club</i>	-	-	-	-	-	40	
<i>Drama Club</i>	-	-	-	-	-	40	
<i>Art Club</i>						40	
<i>Zumba Jr</i>	-	-	-	-	-	40	
<i>RAD and PHAB</i>	-	-	-	-	-	77	
<i>Zumba gold</i>	-	5	-	0	-	n/a	28
<i>Seniors Craft Club</i>	-	-	-	10	-	16	
<i>Senior stretch</i>	-	10	-	2	-	12	
<i>Public Skating</i>	-	-	-	5	-	211	264
<i>Sr Shinny</i>	-	-	-	15	-	22	
<i>Jr Shinny</i>	-	-	-	4	-	31	

<i>Rental hall usage:</i>	Community Hall	Multipurpose Room	Doug W. Hall
<i>TOHR special events</i>	-	-	-
<i>TOHR meetings</i>	2	4-6 THR programs daily	5
<i>Corporate/private rentals</i>	2	-	1
<i>Non-profit organization</i>	6	3	5
<i>Birthday celebrations</i>	2	-	1

<i>Revenues:</i>	August	September	
<i>Drop in activities</i>			
<i>Child</i>	\$664.97	\$369.39	\$503.03
<i>Student</i>	320.04	\$266.68	\$224.79
<i>Family</i>	\$754.38	\$422.91	\$560.07
<i>Adult</i>	\$845.23	\$319.79	\$567.93



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 4th, 2019

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Senior	\$117.90	\$49.78	\$65.50
<i>Fitness Programs</i>			
Student drop ins	-	\$6.67	-
Adult drop ins	\$129.78	\$72.82	\$137.54
Adult Memberships	\$531.41	\$95.25	\$1359.90
Senior drop ins	\$136.24	\$5.00	\$26.26
Senior Memberships	\$1364.74	\$624.48	-

Aquatics

Monthly statistics for October show continued improvement which is believed to be due to consistent scheduling and fewer closures. October data unfortunately can not be directly compared due to an extended closure in October 2018 for regular maintenance. General admissions and swimming lesson numbers are slightly lower than previous months, but this is understandable given the return to school and fall/winter sports have resumed.

A four-week set of swimming lessons was offered in October. Swimming lesson format and frequency changes in fall and winter given that families get busy with school and winter activities. Advertising and registrations are ongoing for similar lessons in November and December.

School groups made even more use of the pool in October. We continue to see increases in weekly school group bookings as classes settle into routines and teachers make use of the Recreation Centre. No revenue is generated from school groups but attendance is high and it is a great service that increases water safety and promotes healthy habits among youth.

Attendance and revenues have increased for Aquafit lessons. Statistics aren't far surpassing 2018 numbers and there seems to be interest for evening classes. The current daytime program runs twice weekly, targeting older adults. Aquatic staff hope to offer evening sessions in coming weeks. This addition seems to be of interest to younger adults and parents of young children.

Phase 1 of the Aquatic Centre AHU upgrade project is underway. Extensive cleaning of the AHU and its components should be completed by October 31st. Installation of a snow hood and variable flow drive fans are expected in November. THR's Director of Recreation continues to work with Arctic Energy Alliance and Greenhouse Gas Grant representatives to secure funding for Phase 2 of the AHU Upgrade Project.



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 4th, 2019

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Regular programming included:

- Early bird lane swim (4 days/week);
- Aquafit adult classes (twice weekly);
- Open Swim Times (daily)
- School/Youth group availabilities (8 blocks per week);
- Evening Adult swim (4 days/week);
- Birthday Party Availability (4 blocks per weekend);
- Family Swim Times (one/week);
- Swim lessons (4 days/week)

Department Statistics

Pool Attendance:

	August		September		October	
	2018	2019	2018	2019	2018	2019
<i>Birthday parties</i>	1	0	4	1	-	2
<i>Aquafit</i>	12	35	8	11	-	32
<i>School groups</i>	N/A	N/A	46	77	-	197
<i>General</i>	1381	1310	1049	1097	57	578

Aquatic Revenue:

	August		September		October	
	2018	2019	2018	2019	2018	2019
<i>Admissions</i>	\$3097.39	\$3268.94	\$3573.25	\$3095.54	\$454.99	\$2951.07
<i>Kids Lessons</i>	\$851.50	2263.50	\$850.50	\$1672.50	-	\$1305.14
<i>Adult Lessons</i>	\$0.00	274.28	Tbd	Tbd	\$182.86	\$90.48
<i>Miscellaneous</i>	\$222.79	464.71	\$73.34	\$182.94	\$7.62	\$161.40
<i>Hourly Rental</i>	\$68.57	266.66	\$411.42	\$133.33	-	\$203.33

Facilities and Maintenance

Recreation and Aquatic Centre:

- Maintenance:
 - Setup and takedown of rentals and special activities;
 - Janitorial contract ongoing with positive feedback from contractor and THR staff;
 - WSCC site visit and inspection with no outstanding issues;
 - Annual safety inspection by Director of Protective Services with few issues;



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 4th, 2019

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Weekly walkthroughs of Aquatic Centre and Recreation Centre;
 - Director of Recreation, Divisional Supervisors and appropriate staff;
- Update of daily and weekly checklists on City Reporter Software;
- Increased communications/action logs for maintenance staff and other divisions;

- Improvements:
 - Preparation of AWG commemorative displays;
 - Aquatic Centre AHU upgrade project Phase 1 underway;
 - Coordination and cooperation with Curling Club for ice building;
 - Partial materials received for hot tub and pool filter repairs;
 - Near completion of repairs to chemical feed systems in Aquatic Centre;
 - 2019 Capital Budget purchasing progress:
 - Receiving quotes for Community Hall sink;
 - 4 piece portable bar and/or A/V counter ordered (Lobsterfest contribution);
 - Acoustic panels ordered for arena dressing rooms (Lobsterfest contribution);
 - Concession stools for concession viewing area;

Special Events:

- Annual or regular events/partnerships:
 - Spooktacular activities in partnership with Treehouse;
 - Spookarama Dance in partnership with RCMP;

- New or one-time events:
 - NWTRPA 2019 Conference;
 - Territorial and federal elections;
 - HRFSC skating clinic;
 - HR Speed Skating Club weekend camp;

Parks and Greenspaces:

- Maintenance:
 - Removal of benches and bike racks on Courtoreille Street;
 - Removal of planter boxes in downtown core to allow for snow removal;
 - Seasonal maintenance and storage of mowing and brushing equipment;
 - End of season inspections and maintenance;

- Improvements:
 - 6 garbage cans deployed on HR trails systems;
 - 5 bear proof garbage cans received (to be wrapped with THR logo and images);



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 4th, 2019

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Coordination with Manger of Trail Improvement Project Manager;
- End of year meeting and ride along with Beautification Committee;
- Installation of 5 honour benches by local contractor;
- Dredging and removal of docs at Porritt Landing;
- Infield groomer received from manufacturer – to be deployed in 2020;
- Skate Park Committee completed installation of permanent parking barriers;

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: October 31, 2019

Reviewed by:
Judy Goucher
SAO
Date: October 31, 2019



REPORT TO STANDING COMMITTEE

DEPARTMENT: FINANCE COMMITTEE

DATE: November 5, 2019

SUBJECT: Q3 Consolidated Financial Statement Review and Forecast to December 31, 2019

RECOMMENDATION:

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.

BACKGROUND:

Administration presented the attached September (Q3) Consolidated Financial Statement Review with forecast to December 31, 2019 at a meeting of the Finance Committee November 1, 2019.

The Finance Committee is recommending approval of the report.

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:

Judy Goucher
Senior Administrative Officer



REPORT TO FINANCE COMMITTEE

November 1, 2019

CONSOLIDATED Financial Statements

2019 Q3 Review

STATEMENT OF FINANCIAL POSITION – with comparative to December 31, 2018

FINANCIAL ASSETS

Overall financial assets have increased over December 2018 balances by \$789k. Cash levels are relatively high at \$12.2M, as a result of receiving funding for CPI and Gas Tax and not having received or paid the bulk of the invoices from summer roadwork. Property tax receivable has dropped since June as expected, as most of taxpayers have paid.

LIABILITIES

Liabilities increased by \$563k since December. Deferred contributions increased significantly (\$4.4M) due to the receipt of capital funding which has yet to be recognized in revenue. Capital revenue will be recognized when eligible spend occurs. Accounts payable remains relatively low, down \$3.57M from year end. School tax payable is \$317k higher than yearend as remittances for 2019 have yet to be made. Long-term debt continues to decrease (\$539k lower than December) as monthly payments are made.

NET FINANCIAL ASSETS

The culmination of all changes resulted in an overall increase in net financial assets of \$226k.

NON-FINANCIAL ASSETS

Non-financial assets have decreased by \$576k. This is due to amortization expense of \$2.6M, offset by an increase in work in progress of \$2.03M.

STATEMENT OF CONSOLIDATED OPERATION – for the period January 1, 2019 – September 30, 2019

Most departments underspent as at September 30th, though much of this is driven from the timing when work is performed. Environment and Public Health Services department remains significantly over budget due to the landfill fire. An application for disaster relief has been submitted to the GNWT, with the request to receive funding for the uninsured damages.

REVENUES

Revenues are \$326K below target overall to the end of September. Property taxes are \$824k under budget primarily due to unbudgeted school tax expense (which is presented on a net basis as part of property tax revenue) of \$731k. Sale of service and other revenue from own source both continue to trend above budget, partially due to higher than budgeted property tax penalties. Recreation revenues slightly higher than budgeted due to higher dance hall rentals and scheduled ice rentals. Water and Sewer revenue is slightly below budget (\$137k), while Land Sales, Lease and Development are higher by \$204k due to higher than budgeted lease fees.

EXPENDITURES

Overall expenditures excluding amortization are under budget by \$134k. As mentioned above, Environmental and Public Health Services department is significantly over budget due to the landfill fire, and General Government, continues to be higher than budget primarily due to the full year's insurance being invoiced in Q2 while the budget was allocated over the entire year. Fiscal and Valuation are higher than budget due to a bad debt expense of \$217k related to MTS (NTCL). While the overall departmental variances are positive, within each department there are positive and negative variances which are described on a departmental basis below with recommended forecasts going forward for the rest of the year.

General Government

Overall General Government is tracking estimates, being slightly overbudget by \$98k, comprised primarily of the following:

- Budget spread issue relating to insurance costs; all insurance costs incurred in Q2 but budget was equally spread throughout the year, resulting in actuals being \$59k higher than budget for this line item which is expected to correct by end of year.
- Administration is proposing to allocate \$40k of other consulting funds to hire a consulting firm to implement a job evaluation system (see separated paper).
- A larger portion of the town hall lease costs were allocated versus budget, resulting in a slight overspend of \$22k.

Protective Services

The department is under budget by \$137K at the end of September, due to:

- Underspent primarily due to lower than budgeted training, equipment rental
- Underspend is partially offset by slightly higher heating costs.
- Expectation that Protective Services will be \$68k under budget by end of year.

Transportation and Public Works

PWS overall is under budget by \$805k, primarily driven by the following:

- Several items budgeted to be invoiced by end of September have yet to be received. Asphalt, gravel and road line painting are collectively \$495k lower than budget. Administration expenses all items will be invoiced, paid in and reflected in October figures.
- Wages remain lower due to vacancies during the year (95k under budget).

Environment and Public Health Services

Overspent budget by \$827k as at September 30th due to the following:

- Actual to budget significantly higher due to landfill fire (936k at September 30th). Only \$24k had been budgeted for engineering and monitoring of landfill site for this period. By year end, \$100k of insurance proceeds will help to partially offset this expense, along with any funding coming from the territorial governments disaster assistance policy.
- Partially offset by lower sanitation contract, but this is a temporary difference due to timing of billing.

Planning and Development

Underspent by \$49k relative to budget due to the following:

- Primarily lower than budget due to promotion, advertising and subcontracting costs(\$31k)

Recreation and Culture

The department's expenses are under budget by \$13K.

Areas contributing are as follows:

- Many of the variances from Q2 have corrected as previous differences were driven primarily by budget spread issues.
- Wages are on target, except for the aquatic center and programming which are slightly below budget due to understaffing earlier in the year.
- Slight overspend on rec center heat and power. Expected that the aquatic center air handling unit upgrade will improve the overall efficiency in the building.
- Overall, Administration expects recreation will be on budget by end of year.

Fiscal and valuation

Fiscal and valuation are \$174k over budget. This is due to a \$217k charge for allowance for bad debt recorded related to MTS (NTCL)'s bankruptcy.

UTILITY FUND

REVENUES

Revenues in the Utility Fund are currently tracking \$137k under budget. Expectation is that revenues will tread towards budget slightly but will be under by end of year.

EXPENSES

Expenses are tracking under budget by \$335k. This is driven by sidewalk repair costs which have yet to be recorded. Expectation is that expenses will be under budget by end of year.

LAND DEVELOPMENT FUND

REVENUES

Revenues are higher than budget due to higher lease fees. Administration is currently in the process of selling 6 lots on Dean Dr. with an appraised value of \$305k. The timing of when this sale will occur is still unknown but will be initiated in Q4.

EXPENSES

Expenses are higher than budget due to installation costs associated with poles on Dean Drive. Costs may be allocated to work in progress if they meet appropriate criteria.

Proposed Changes at Q3 Forecast

To be discussed during finance committee meeting.



Town of Hay River
Statement of Financial Position
September 30, 2019 with comparative to December 31, 2018

		Sep 2019	Dec 2018	Change
Financial assets	Cash	\$ 12,211,214	\$ 9,494,676	\$ 2,716,538
	Property tax receivable	2,370,213	1,878,109	492,104
	Accounts receivable	1,998,242	4,417,895	(2,419,653)
	Land inventory for resale	404,255	404,255	-
		<u>16,983,924</u>	<u>16,194,935</u>	<u>788,989</u>
Liabilities	Accounts payable and accrued liabilities	765,854	4,340,440	(3,574,586)
	School tax payable	1,234,626	917,728	316,898
	Deferred contributions	5,483,276	1,050,915	4,432,361
	Long-term debt	14,432,505	14,971,505	(539,000)
	Landfill closure liability	1,444,948	1,444,948	-
	Deposits held	135,565	208,648	(73,083)
		<u>23,496,774</u>	<u>22,934,184</u>	<u>562,590</u>
Net financial assets (debt)		<u>(6,512,850)</u>	<u>(6,739,249)</u>	<u>226,399</u>
Non financial assets	Tangible capital assets	76,179,199	76,755,159	(575,960)
	Inventory held for use	122,852	122,852	-
	Prepaid expenditure	69,830	69,830	-
		<u>76,371,881</u>	<u>76,947,841</u>	<u>(575,960)</u>
Accumulated surplus		<u>\$ 69,859,031</u>	<u>\$ 70,208,592</u>	<u>-\$ 349,561</u>



Town of Hay River
Statement of Operations
Period from January 1, 2019 to September 30, 2019

	Year to date Actual	Year to date Budget	Year to Date Actual to Budget Variance	Full year Budget	Forecast adjustments - budgetary and estimate	Full year Forecast	Dec 2018 Actual
Revenue							
Property taxes	\$ 6,171,067	\$ 6,995,439	\$ (824,372)	\$ 6,995,439	\$ (403,000)	\$ 6,592,439	\$ 5,852,361
Sales of service	640,848	502,614	138,234	434,700	200,000	634,700	641,488
Other revenue from own sources	696,191	547,624	148,567	717,250	100,000	817,250	987,890
Government transfers for operating	1,658,863	1,574,025	84,838	2,412,525		2,412,525	2,577,441
Government transfers for water and sewer	697,000	638,125	58,875	1,021,000		1,021,000	1,021,000
Water and sewer revenues	1,382,349	1,519,648	(137,299)	2,023,900	(100,000)	1,923,900	1,788,953
Land sales, lease and development	370,881	166,010	204,871	170,960	200,000	370,960	574,267
	11,617,199	11,943,485	- 326,286	13,775,774	(3,000)	13,772,774	13,443,400
Expenses							
General government	1,884,064	1,785,433	98,632	2,399,495		2,399,495	1,892,141
Protective services	476,345	614,209	(137,864)	820,579	(68,000)	752,579	627,887
Transportation and public works	1,008,684	1,813,949	(805,265)	2,184,462		2,184,462	2,339,947
Environmental and public health services	1,285,579	459,076	826,503	597,600	1,000,000	1,597,600	520,444
Planning and development	335,362	384,580	(49,218)	515,101		515,101	472,866
Recreational and cultural	2,168,847	2,181,831	(12,984)	2,973,425		2,973,425	2,996,313
Fiscal and valuation	842,174	668,375	173,799	834,500	217,000	1,051,500	772,806
Water and sewer expenses	1,616,113	1,951,141	(335,028)	2,578,104	(100,000)	2,478,104	2,050,375
Land development	200,245	92,474	107,771	184,500		184,500	53,013
	9,817,413	9,951,068	(133,654)	13,087,766	1,049,000	14,136,766	11,725,793
Surplus (deficit) before undernoted	1,799,786	1,992,417	- 192,631	688,008	(1,052,000)	363,992	1,717,606
Capital contributions	449,153	85,000	364,153	85,000	370,000	455,000	3,687,686
Transfers to capital	-	300,000	-	400,000	(400,000)	-	-
Surplus (deficit) before transfers to reserves	2,248,939	2,377,417	171,522	1,173,008	(1,082,000)	91,008	5,405,292
Transfers to reserves	-	-	-	(1,100,000)	1,100,000	-	-
Surplus (deficit) before amortization expense	2,248,939	2,377,417	171,522	73,008	18,000	91,008	5,405,292
Amortization (expense)	(2,607,000)	-	-	(3,476,000)	-	(3,476,000)	(3,146,900)
Gain (loss) on disposal of capital assets	8,500	-	8,500	-	-	-	(153,460)
Annual (deficit) surplus	(349,561)	2,377,417	180,022	(3,402,992)	18,000	(3,384,992)	2,104,932
Accumulated surplus beginning	70,208,592	70,208,592	70,208,592	70,208,592		70,208,592	68,103,660
Accumulated surplus ending	\$ 69,859,031	\$ 72,586,009	\$ 70,388,614	\$ 67,905,600		\$ 67,905,600	\$ 70,208,592



Town of Hay River
Schedule of Expense by Object
Period from January 1, 2019 to September 30, 2019

	Year to date Actual	Year to date Budget	Full year Budget	Dec 2018 Actual
Salaries, wages and benefits	\$ 2,977,201	\$ 3,355,106	\$ 4,572,314	\$ 3,995,650
Contracted and general services	1,930,315.75	1,591,310.00	1,932,380.00	1,672,682.95
Materials and supplies	2,861,231.97	3,200,219.00	4,051,823.00	3,727,871.69
Provision for bad debts	217,000.00	-	50,000.00	21,277.72
Mayor and council expenses	104,455.10	141,676.00	183,898.00	103,657.01
Bank charges and Interest	11,816.87	45,369.00	60,500.00	83,180.20
Interest on long term debt	269,910.61	300,006.00	400,000.00	349,879.99
Utilities - electricity	793,951.30	723,570.00	990,020.00	921,557.68
Utilities - fuel	405,691.53	423,962.00	592,485.00	614,118.04
Insurance	245,838.91	169,850.00	254,346.00	235,918.13
	\$ 9,817,413	\$ 9,951,068	\$ 13,087,766	\$ 11,725,793



Town of Hay River
Schedule of Expense by Department
Period from January 1, 2019 to September 30, 2019

	General government	Protective services	Transportation and public works	Environmental and public health services	Planning and development	Recreational and cultural	Fiscal and valuation	Water and sewer expenses	Land development	Total
Salaries, wages and benefits	\$ 837,682	\$ 165,800	\$ 485,291	\$ 12,029	\$ 278,115	\$ 964,145	\$ -	\$ 234,139	\$ -	\$ 2,977,201
Contracted and general services	266,694	31,916	172,258	982,160	2,684	273,372	-	72,126	129,106	1,930,316
Materials and supplies	366,533	194,015	129,204	289,090	48,705	367,772	343,446	1,051,328	71,138	2,861,231
Provision for bad debts	-	-	-	-	-	-	217,000	-	-	217,000
Mayor and council expenses	104,455	-	-	-	-	-	-	-	-	104,455
Bank Charges and Interest	-	-	-	-	-	-	56,817	-	-	56,817
Interest on long term debt	-	-	-	-	-	-	224,911	-	-	224,911
Utilities - electricity	62,903	60,096	197,651	1,342	4,364	321,155	-	146,440	-	793,951
Utilities - fuel	-	24,518	24,279	957	1,494	242,362	-	112,080	-	405,690
Insurance	245,798	-	-	-	-	41	-	-	-	245,839
	\$ 1,884,065	\$ 476,345	\$ 1,008,683	\$ 1,285,578	\$ 335,362	\$ 2,168,847	\$ 842,174	\$ 1,616,113	\$ 200,244	\$ 9,817,411



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: November 1st, 2019

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Deputy Mayor Bouchard from the Standing Committee of Council, Monday, November 4th, 2019.

BACKGROUND:

Deputy Mayor Bouchard has asked to be excused from the Standing Committee of Council on Monday, November 4th, 2019

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: November 1st, 2019



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: November 18th, 2019

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Cllr Anderson from the Regular Meeting of Council, Monday, November 18th, 2019.

BACKGROUND:

Councillor Anderson has asked to be excused from the Regular Meeting of Council on Monday, November 18th, 2019.

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: November 14th, 2019



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: November 18th, 2019

SUBJECT: APPOINTMENT OF DEPUTY MAYOR

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints _____ as Deputy Mayor as per the Council Procedure Bylaw# 2285.

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. 2285, 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. The intention of the Member to stand as Deputy Mayor shall be indicated to the Mayor and Executive Assistant 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



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: November 18th, 2019

SUBJECT: APPOINTMENT OF DEPUTY MAYOR

Bylaw 2285 – Council Procedure Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stacey Barnes
Council Administrator
Date: November 12th, 2019

Reviewed by:
Judy Goucher
SAO
Date: November 13th, 2019



REPORT TO COUNCIL

DEPARTMENT: PUBLIC WORKS

DATE: NOVEMBER 18th, 2019

SUBJECT: SIDEWALK SNOW REMOVAL TENDER AWARD

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves awarding the tender for Sidewalk Snow and Ice Removal to J.D Contracting at the hourly rates provided for 2019/2020.

BACKGROUND:

2019/2020 Rates

John Deere 3320 Tractor- \$65 per hour
ATV with Blade- \$55 per hour
1 Bidder for 2019/2020

Historical 2018/2019 Rates

John Deere 3320 Tractor- \$65 per hour
ATV with Blade- \$55 per hour
1 Bidder for 2018/2019

COUNCIL POLICY / STRATEGY OR GOAL:

To maintain snow and ice-free surface for pedestrians.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

Hourly Rates provided.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Reviewed by:

Judy Goucher
Senior Administrative Officer
November 13th, 2019

BYLAW NO. 1468
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW of the Municipal Corporation of the Town of Hay River in the Northwest Territories, to provide property tax relief to Senior Citizens pursuant to the *Senior Citizens and Disabled Persons Property Tax Relief Act, R.S.N.W.T. 1988, c50(Supp.)s. 2.*

WHEREAS the Council of the Municipal Corporation of the Town of Hay River deems it desirable to provide for property tax relief for Senior Citizen;

NOW THEREFORE the Council of the Municipal Corporation of the Town of Hay River, in session duly assembled, enacts as follows:

SHORT TITLE

1. This By-Law may be referred to as the **Senior Citizens Property Tax Relief By-law.**

DEFINITIONS

2. In this By-Law

- a) “dependent” means an individual who resides with a Senior Citizen and who, at any time within the relevant taxation period, is
 - i) dependent on the Senior Citizen for support, and either
 - a) the spouse of the Senior Citizen, including a person who has cohabited with Senior Citizen for a lease one (1) year, or
 - b) a child, grandchild, niece, nephew, brother, sister, parent, grandparent, aunt or uncle of the Senior Citizen;
- b) “eligible property” means
 - i) a mobile unit,

or
 - ii) a single-family dwelling unit to a mobile unit, and the parcel of land within the meaning of the *Property Assessment and Taxation Act* on which it is situated, where the land is owned by the same person who owns the single-family dwelling unit or the mobile unit;
- c) “mobile unit” means a mobile unit as defined in the *Property Assessment and Taxation Act*;

BYLAW NO. 1468

MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

- d) "Senior Citizen" means an individual who at any time during the relevant taxation period has attained the age of sixty-five (65) years;
- e) "taxes" means taxes levied by the Senior Administrative Officer of the Town of Hay River under the *Property Assessment and Taxation Act* in respect of eligible property but does not include arrears, local improvement charges, or interest charges;
- f) "Senior Administrative Officer" means the Senior Administrative Officer of a Municipal Corporation as defined in the Cities, Towns and Villages Act.

EXEMPTION FORM TAX

- 3. A Senior Citizen who is the owner or part owner of eligible property and lives on it, is exempt Fifty (50%) per cent of the taxes for which he is levied by the Town.
- 4. Taxes from the eligible property of a Senior Citizen who is part owner of an eligible property are not exempted unless the other part owner or all other part owners are Senior Citizens or dependents of the Senior Citizen.
- 5. Every Senior Citizen who wishes to apply for the exemption from the tax under section 3 of this bylaw shall apply to the Town for the exemption in the form set out in schedule "A" attached hereto.

OTHER CONDITIONS FOR EXEMPTIONS

- 6. The eligible property must be in conformance with all bylaws of the Town of Hay River and all other Municipal, Territorial or Federal statutes and regulations as may apply.
- 7. The reduction will apply only to owner-occupied eligible property used solely for residential purposes.
- 8. Where the Senior Citizen has more dwelling units on the lot than the one, he occupies, the eligible property will only be that dwelling occupied by the Senior Citizen and a portion of the land that is deemed to be allocated for use by the Senior Citizen occupying the dwelling.
- 9. The Senior Administrative Officer shall determine the dwelling and the portion of the land to be so allocated as eligible property for exemption.

GENERAL

- 10. Schedule "A" referred to herein and attached hereto forms part of this bylaw.
- 11. Wherever the singular or masculine is used in this bylaw, the same shall be

BYLAW NO. 1468
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

construed as meaning the plural or the feminine.

12. Bylaw No. 1468 is here by amended.

13. This Bylaw will take force and effect upon its final reading.

THIS BY-LAW READ a First Time this 29th day of October, 2019.

Mayor

THIS BY-LAW READ a Second Time this 29th day of October, 2019.

Mayor

THIS BY-LAW READ a Third and Final Time this day of , 2019.

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the Cities, Towns and Villages Act, S.N.W.T., 2003, and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2019.

Senior Administrative Officer

SCHEDULE "A"
SENIOR CITIZENS TAX RELIEF BY-LAW
APPLICATION AND DECLARATION

I, _____ normally reside at

Lot No.: _____ Block No.: _____ Plan No.: _____ in a single-family dwelling unit or mobile unit of which I am the owner or part owner in the community of Hay River.

I apply for property tax relief for the year _____, because I am a Senior Citizen.

Total Assessed Value: _____ Total Tax Levy: \$ _____

ELIGIBLE EXEMPTION

Amount of Tax eligible for exemption by Municipality - 50% = \$ _____

DECLARATION

I declare that I shall have attained the age of 65 years on or before December 31 of the current year, that I am sole owner of the single family dwelling unit or mobile unit in which I live, or I am a part owner of the single family dwelling unit or mobile unit in which I live and I have knowledge that each of the other part owners of the unit is a senior citizen or dependant of mine.

And I make this solemn Declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath, and by virtue of the Canada Evidence Act.

Sworn before me this _____ day of _____, 20____ at

_____ in the Northwest Territories.

Commissioner for Oaths, or
Notary Public, or
Justice of the Peace

Signature of Applicant

Date of Birth of Applicants

A BY-LAW of the Municipal Corporation of the Town of Hay River in the Northwest Territories, to provide property tax relief to disabled persons pursuant to the *Senior Citizens and Disabled Persons Property Tax Relief Act, R.S.N.W.T. 1988, c50(Supp.)s. 2.*

WHEREAS the Council of the Municipal Corporation of the Town of Hay River deems it desirable to provide for property tax relief for disabled persons;

NOW THEREFORE the Council of the Municipal Corporation of the Town of Hay River, in session duly assembled, enacts as follows:

SHORT TITLE

1. This By-Law may be referred to as the **Disabled Persons Property Tax Relief By-law.**

DEFINITIONS

2. In this By-Law;

"dependant" means an individual who resides with a disabled person and who, at any time within the relevant taxation period, is

- (a) dependent on the disabled person for support, and
- (b) either

- (i) the spouse of the disabled person, including a person who has cohabited with the disabled person for at least one (1) year, or
- (ii) a child, grandchild, niece, nephew, brother, sister, parent, grandparent, aunt, or uncle of the disabled person;

"disabled person" means an individual who at any time on or before December 31 of the current year:

- (a) is in receipt of a pension or allowance
 - (i) for a total disability or a partial disability of at least 25% under the **Workers Compensation Act**,
 - (ii) for a severe and prolonged disability under the **Canada Pension Plan**, or
 - (iii) for a disability of at least 50% under the **War Veterans Allowance Act** or
- (b) produces a medical certificate satisfactory to the Minister responsible for Municipal and Community Affairs indicating that the person suffers from a severe or prolonged disability and setting out the nature and extent of the disability;

"eligible property" means

- (a) a mobile unit, or
- (b) a single-family dwelling unit or a mobile unit, and the parcel of land

within the meaning of the *Property Assessment and Taxation Act* on which it is situated, where the land is owned by the same person who owns the single-family dwelling unit or the mobile unit;

"mobile unit" means a mobile unit as defined in the *Property Assessment and Taxation Act*;

"Senior Administrative Officer" means the Senior Administrative Officer of a Municipal Corporation as defined in the *Cities, Towns and Villages Act*.

"single family dwelling" means a single-family dwelling as defined in the Town of Hay River Zoning and Building By-law currently in force.

"taxes" means taxes levied by the Senior Administration Officer of the Town of Hay River under the *Property Assessment and Taxation Act* in respect of eligible property but does not include arrears, local improvement charges, or interest charges;

EXEMPTION FROM TAX

3. A disabled person who is the owner or part owner of the eligible property and lives on it, is exempt from payment of Fifty (50%) per cent of the taxes levied against the eligible property by the Town of Hay River.
4. Taxes levied against the eligible property of a disabled person who is part owner of an eligible property shall not be exempt unless the other part owner or all other part owners are disabled persons or dependents of the disabled person.
5. Every disabled person who wishes to apply for the exemption from tax under Section 3 of this By-Law shall apply to the Senior Administrative Officer of the Town of Hay River for the exemption in the form set out in Schedule "A" attached hereto.

OTHER CONDITIONS FOR EXEMPTION

6. The eligible property must be in compliance with the requirements of any other appropriate federal, territorial and municipal legislation.

GENERAL

7. Schedule "A" referred to herein and attached hereto forms part of this By-Law.
8. Wherever the singular or masculine is used in this By-Law, the same shall be construed as meaning the plural or the feminine.

EFFECT

9. Bylaw 1892 is here by amended

10. This by-law shall come into force and take effect upon its final reading.

THIS BY-LAW READ a First Time this 29th day of October, 2019.

Mayor

THIS BY-LAW READ a Second Time this 29th day of October , 2019.

Mayor

THIS BY-LAW READ a Third and Final Time this day of , 2019.

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the Cities, Towns and Villages Act, S.N.W.T., 2003, and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2019.

Senior Administrative Officer

Schedule "A"

**DISABLED PERSONS TAX RELIEF BY-LAW
APPLICATION AND DECLARATION**

I, _____ (full name) live at

Lot _____ Block _____ Plan _____ in a single-family dwelling unit or mobile unit of which I am the owner or part owner in the community of _____

Assessment No. _____

Total Assessed Value: _____ Total Tax Levy \$ _____

ELIGIBLE EXEMPTION

Amount of eligible tax exemption 50% of Total Tax Levy \$ _____

DECLARATION

I, declare that I am a disabled person, as defined as follows in the Disabled Persons Property Tax Relief Bylaw 1892; and that I am the sole owner of the single family dwelling unit or mobile home in which I live, or I am a part owner of the single family dwelling unit or mobile unit in which I live and I have knowledge that each of the other part owners of the unit is a disabled person or dependent of mine.

A disabled person means an individual who at any time on or before December 31 of the current year:

- (a) is in receipt of a pension or allowance
 - (i) for a total disability or a partial disability of at least 25% under the Workers Compensation Act,
 - (ii) for a severe and prolonged disability under the **Canada Pension Plan**, or
 - (iii) for a disability of at least 50% under the War Veterans Allowance Act; or

(b) produces a medical certificate satisfactory to the Minister responsible for Municipal and Community Affairs indicating that the person suffers from a severe or prolonged disability and setting out the nature and extent of the disability.

And I make this solemn Declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath, and by virtue of the Canada Evidence Act.

Sworn before me this _____ day of _____, 20__ at
_____ in the Northwest Territories.

Commissioner for Oaths, or
Notary Public, or
Justice of the Peace

Signature of Applicant

Date of Birth of Applicants

BYLAW NO. 2413LND/19
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BYLAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES, TO PROVIDE FOR THE SALE OF LAND.

WHEREAS pursuant to the Cities, Towns and Villages S.N.W.T., 2003, c.22, in force April 1, 2004, Section 54 (2) which states:

54. (2) A municipal corporation may only dispose of its real property if
- (a) Council has made a land administration bylaw and disposition is made in accordance with the land administration bylaw; or
 - (b) The disposition is specifically authorized or approved by a bylaw.

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Town of Hay River in the Northwest Territories in regular meeting of Council duly assembled enacts as follows:

1. the whole of

LOT 1827
PLAN 3925
HAY RIVER

in the Northwest Territories, according to a plan of survey filed in the Land Titles Office for the Northwest Territories, reserving there from a Utility Easement in, over and upon Lot 1827-D, Plan 3927-D, be sold and conveyed to TRADE SHOW DIRECT LTD., of the Town of Hay River in the Northwest Territories, for the sum of TWENTY NINE THOUSAND SEVEN HUNDRED FIFTY NINE DOLLARS AND NINETY FIVE CENTS (\$29,759.95) plus tax;

2. That the Mayor or Deputy Mayor and the Senior Administrative Officer of the said Town of Hay River are hereby authorized to execute the transfer of land conveying the said lot to the said purchaser.
3. This bylaw will take force and effect upon its final reading.

THIS BY-LAW READ a First Time this day of , 2019 A.D.

Mayor

BYLAW NO. 2413LND/19
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

THIS BY-LAW READ a Second Time this day of , 2019 A.D.

Mayor

THIS BY-LAW READ a Third and Final Time this day of , 2019 A.D..

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the Cities, Towns and Villages Act, S.N.W.T., 2003, and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2019.

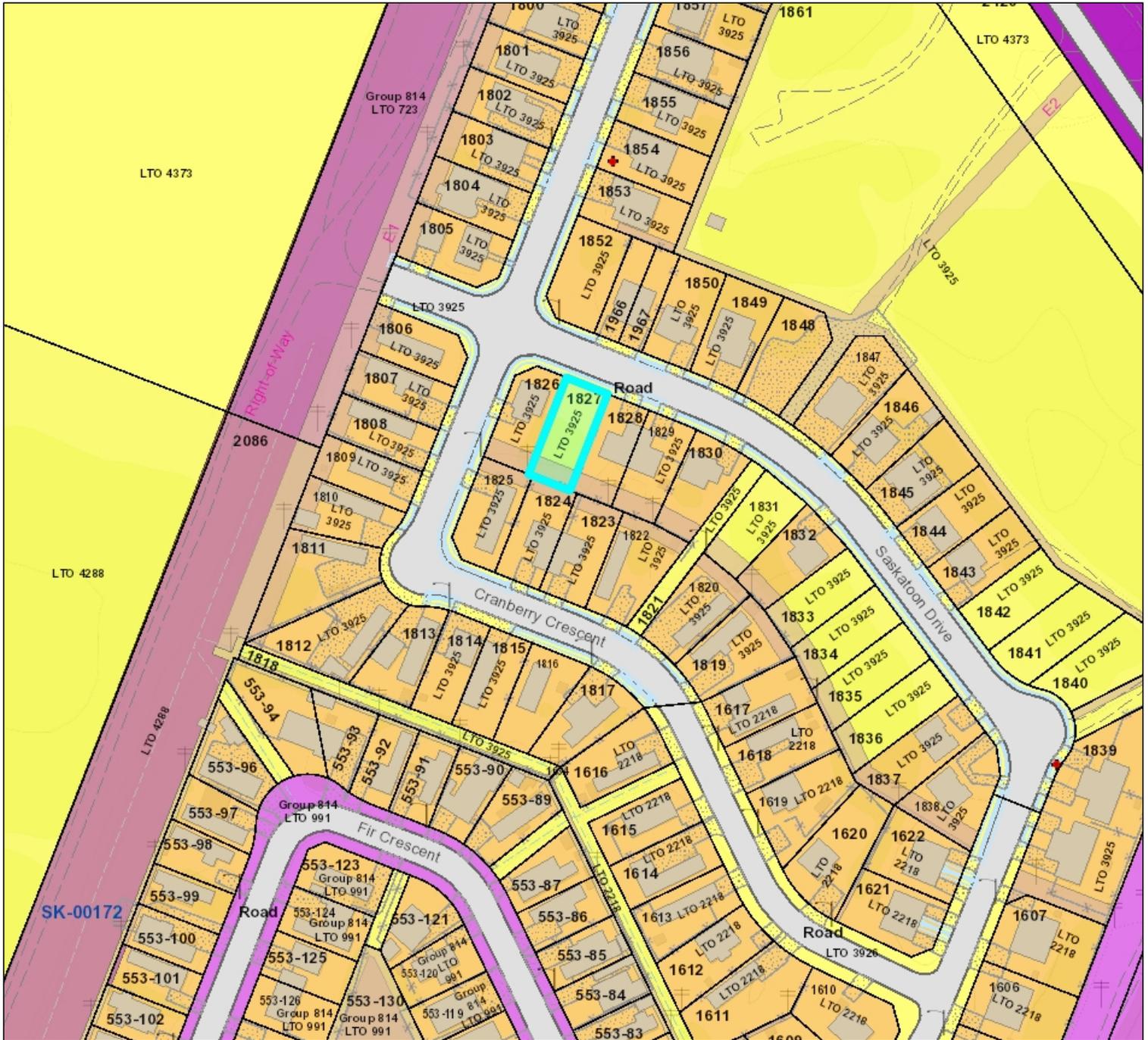
Senior Administrative Officer



ATLAS

Government of Northwest Territories

Lot 1827 Plan 3925 33 Saskatoon Drive



October 11, 2019

Legend

- Block Land Transfer Boundaries
- Area Development Act Watershed Boundaries
- Building Footprints
- Surveyed Easements
- Surface Land Withdrawal
- Indian Affairs Branch (IAB) Land
- Territorial Land
- Private Land
- Municipal Boundaries
- Surveyed Parcels
- Roads
- Line Approximately 31m from O.H.W.M.
- Federal Land
- Commissioner's Land
- Municipal Land
- Hay River Reserve

Scale 1: 2,000

50 metres



UTM Zone: 11

COPYRIGHT Government of the Northwest Territories,
Department of Lands.

BYLAW NO. 2415LND/19
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BYLAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES, TO PROVIDE FOR THE SALE OF LAND.

WHEREAS the Town does not require the lands referred to in Schedule "A" for municipal purposes and wishes to dispose of such lands, as permitted by the *Cities, Towns and Villages Act* and the Town's *Land Administration Bylaw*;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Town of Hay River in the Northwest Territories in regular meeting of Council duly assembled enacts as follows:

1. THAT the Municipal Corporation of the Town of Hay River is hereby authorized to dispose of a freehold interest in the lands described in the Schedule attached to and forming part of this Bylaw, subject to registered utilities easements filed at the Land Titles Office.
2. That the price of each lot is outlined in the attached Schedule "A".
3. That the lots be first disposed of by ballot draw and, upon conclusion of the ballot draw, any remaining lots shall be available for disposal to the public on a first-come first-serve basis.
4. That the Mayor or Deputy Mayor and the Senior Administrative Officer of the said Town of Hay River are hereby authorized to execute transfers of land for any of the lots disposed of pursuant to this bylaw.
5. This bylaw will take force and effect upon its final reading.

THIS BY-LAW READ a First Time this day of , 2019 A.D.

Mayor

THIS BY-LAW READ a Second Time this day of , 2019 A.D.

Mayor

BYLAW NO. 2415LND/19
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

THIS BY-LAW READ a Third and Final Time this day of , 2019 A.D.

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the Cities, Towns and Villages Act, S.N.W.T., 2003, and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2019.

Senior Administrative Officer

**BYLAW NO. 2415LND/19
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER**

Schedule "A"

Lot Price

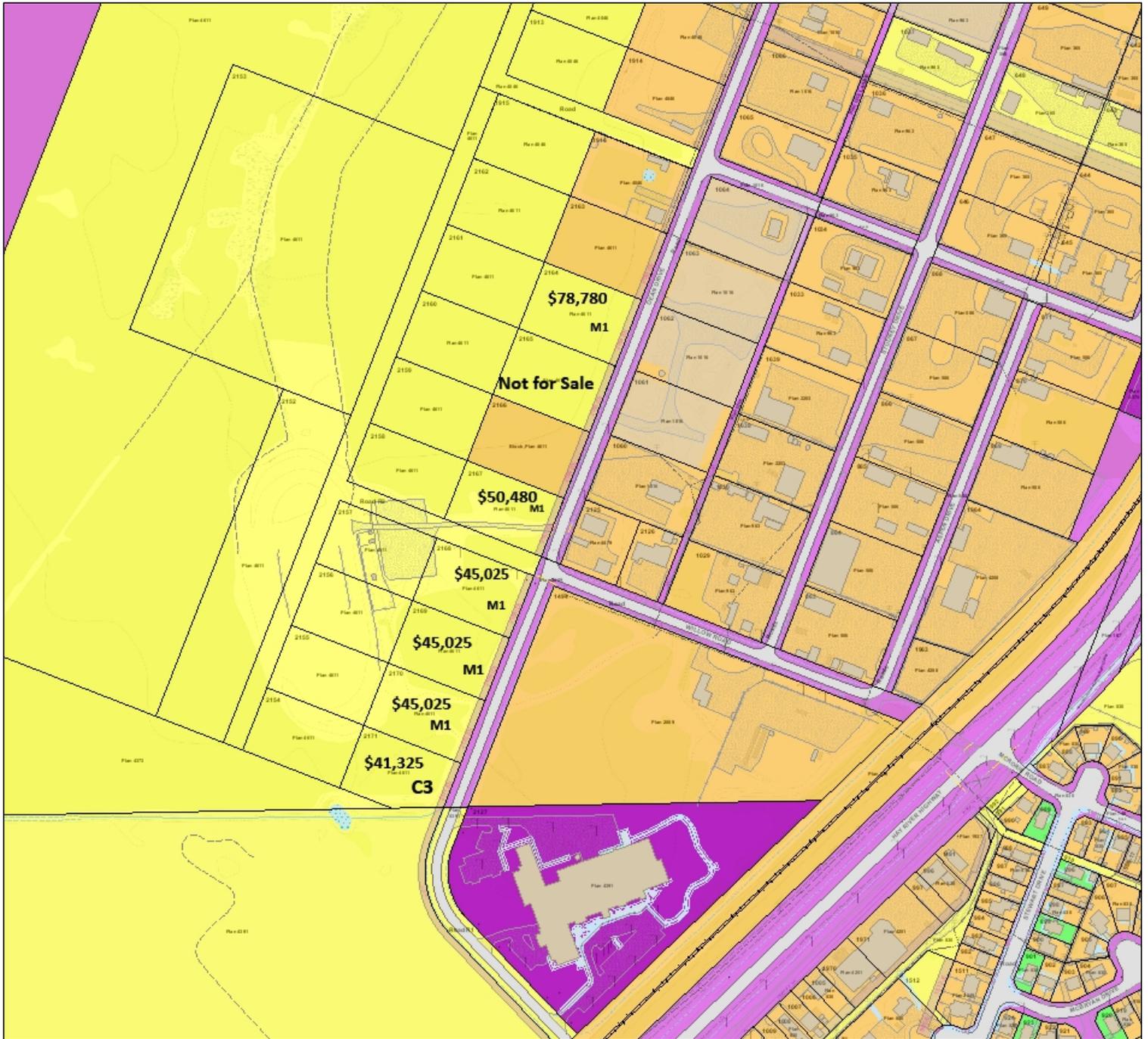
Civic Address	Lot #	Plan #	Lot Price Not including GST
51 Dean Drive	2164	4611	\$78,780
57 Dean Drive	2167	4611	\$50,480
59 Dean Drive	2168	4611	\$45,025
61 Dean Drive	2169	4611	\$45,025
63 Dean Drive	2170	4611	\$45,025
65 Dean Drive	2171	4611	\$41,325



ATLAS

Government of Northwest Territories

DEAN DRIVE



November 1, 2019

Legend

- | | |
|--------------------------------------|----------------------------------|
| Block Land Transfer Boundaries | Municipal Boundaries |
| Development Areas | Surveyed Parcels |
| Building Footprints | Surveyed Easements |
| Line Approximately 31m from O.H.W.M. | Surface Land Withdrawal |
| Tenured Commissioner's Land | Land Application |
| Land Application | Tenured Territorial Land |
| Federal Land | Indian Affairs Branch (IAB) Land |
| Commissioner's Land | Territorial Land |
| Municipal Land | Private Land |
| Hay River Reserve | |

Scale 1: 5,000

150 metres



UTM Zone: 11

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BYLAW NO. 2416LND/19
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BYLAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES, TO PROVIDE FOR THE SALE OF LAND.

WHEREAS the Town does not require the lands referred to in Schedule “A” for municipal purposes and wishes to dispose of such lands, as permitted by the *Cities, Towns and Villages Act* and the Town’s *Land Administration Bylaw*;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Hay River in the Northwest Territories in regular meeting of Council duly assembled enacts as follows:

1. THAT the Municipal Corporation of the Town of Hay River is hereby authorized to dispose of a freehold interest in the lands described in the Schedule attached to and forming part of this Bylaw, subject to registered utilities easements, if any, filed at the Land Titles Office.
2. That the price of each lot is outlined in the attached Schedule “A”.
3. That the lots be first disposed of by ballot draw and, upon conclusion of the ballot draw, any remaining lots shall be available for disposal to the public on a first-come first-serve basis.
4. That the Mayor or Deputy Mayor and the Senior Administrative Officer of the said Town of Hay River are hereby authorized to execute transfers of land for any of the lots disposed of pursuant to this bylaw.
5. This bylaw will take force and effect upon its final reading.

THIS BY-LAW READ a First Time this day of , 2019 A.D.

Mayor

THIS BY-LAW READ a Second Time this day of , 2019 A.D.

Mayor

BYLAW NO. 2416LND/19
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

THIS BY-LAW READ a Third and Final Time this day of , 2019 A.D.

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the Cities, Towns and Villages Act, S.N.W.T., 2003, and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2019.

Senior Administrative Officer

**BYLAW NO. 2416LND/19
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER**

SCHEDULE "A"

Lot Price

Civic Address	Lot #	Block	Plan #	Lot Price Not including GST
18-101 Street	26	H	4668	\$11,900
20-101 Street	27	H	4668	\$11,900
22-101 Street	28	H	4668	\$17,800
24-101 Street	29	H	4668	\$11,900
26-101 Street	30	H	4668	\$11,900



ATLAS

Government of Northwest Territories

Vale Island Lots Lots 26-30, Plan 4668



October 31, 2019

Legend

- Block Land Transfer Boundaries
- Development Areas
- Building Footprints
- Line Approximately 31m from O.H.W.M.
- Tenured Commissioner's Land
- Land Application
- Federal Land
- Commissioner's Land
- Municipal Land
- Hay River Reserve
- Municipal Boundaries
- Surveyed Parcels
- Surveyed Easements
- Surface Land Withdrawal
- Land Application
- Tenured Territorial Land
- Indian Affairs Branch (IAB) Land
- Territorial Land
- Private Land

Scale 1: 2,000

50 metres



UTM Zone: 11

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