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## AGENDA

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### **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 – January 20<sup>th</sup>, 2020 – page 2-33

#### **6. BUSINESS ARISING**

- a. Taxi Bylaw- page 34-35

#### **7. ADMINISTRATIVE ENQUIRIES**

#### **8. NEW BUSINESS**

- a. Tourism Operators License Amendment – page 36-41
- b. Mens Shelter Development Permit – page 42-51
- c. Letter of Support – page 52-53

#### **9. BYLAWS**

- a. Bylaw 2410 – 2020 Recreation Fees and Charges – Third and Final Reading – page 54-58

#### **10. NOTICES OF MOTIONS**

#### **11. IN CAMERA**

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

#### **12. ADJOURNMENT**



## COUNCIL MINUTES – January 20, 2020

The Regular Meeting of Council was held on Monday, January 20, 2020 at 6:30pm in the Council Chambers.

Present: Mayor Jameson, Councillors Anderson, Dohey, Groenewegen & Willows

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

**#20-001**

**MOVED BY: CLLR ANDERSON**

**SECONDED BY: CLLR WILLOWS**

Add 5. C) Aurora Wood Pellets

Add 10. B) Excused Absence

**CARRIED**

**3. DECLARATION OF INTEREST**

There were no declarations of interest for the Regular Meeting of Council, Monday, January 20<sup>th</sup>, 2020

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

There were no announcements, awards, ceremonies & presentations for the Regular Meeting of Council, Monday, January 20<sup>th</sup>, 2020

**5. DELEGATIONS**

a) Imperial Oil Cheque Presentation – Kyle Scott

b) Hay River Health and Social Services Authority Quarterly Update – CEO Erin Griffiths and Public Administrator Brian Willows

c) Aurora Wood Pellets Presentation – Brad Mapes

**6. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)**

a) December 16<sup>th</sup> – Regular Meeting of Council

**#20-002**

**MOVED BY: CLLR DOHEY**

**SECONDED BY: CLLR WILLOWS**

**CARRIED**



## COUNCIL MINUTES – January 20, 2020

### 6. ADMINISTRATIVE ENQUIRIES

#### Director of Finance and Administration – Sam Mugford

- No major updates since last week
- Year end is ongoing
- Revision of chartered accounts is completed

#### Director of Protective Services – Ross Potter

- 8 more students to start NFPA 1001 this year

#### Director of Recreation – Stephane Millette

- Numbers are back up since last week for pool and fitness classes
- Recreation programmer is reaching out to day homes and schools about upcoming programs
- We have received 2 grants for programming events
- Pool hours remain the same this week 12pm-8pm, with early morning swims returning next week
- Facility and Maintenance staff completed HVAC training of the recreation centre
- Working on outdoor rinks this week

#### Director of Public Works – Mike Auge

- Public Works are working on water leaks
- Snow clearing starting on Tuesday
- Capital projects are set up for 2020
- Water License Technical Sessions are coming up on February 11-13
- Working on leads regarding tire removal from the landfill
- As well as working on the updating the water & Sewer bylaw

#### ASAO – Smith

- Tourism, Economic Development Meeting on Thursday at 12noon
  - Will be reviewing the 2020 draft tourism plan
- Funding application due tomorrow for trail signage
- We are putting an application for NWT Healthy Choices Funding
- CANNOR 2021 Expression of Interest coming out
- Had a meeting with NWT Francophone today regarding awareness of programs and immigration plans. Over 90 families in Hay River speak French

#### SAO Goucher –

- Mackenzie Valley Land and Water Board will be offering a tour of the landfill site during the technical sessions on February 11<sup>th</sup>, if any Council members would like to join, let us know as we need to RSVP. The rest of the technical sessions are open to all.
- The Technical Sessions take place February 11-13<sup>th</sup>



# COUNCIL MINUTES – January 20, 2020

**Cllr Willows –**

- Are we still testing at the landfill over the winter months?
- When will the geotechnical take place for Fraser Place?

**Auge –**

- Testing is completed at the landfill from the fire.
- There is annual summer testing until water licence renewal is completed
- For Fraser Place, we have submitted a land use permit and waiting to hear back

**Cllr Dohey –** Outdoor rinks – 553 ready for skaters, Old Town is a week away from being ready

**Cllr Anderson –** Can we check into lights on the highway by the hospital? It is very dark there.

**8. INFORMATION ONLY**

- RCMP Monthly Report for December 2019

**9. COMMITTEE REPORTS**

- Public Works Monthly Report for December 2019

**RECOMMENDATION:**

**#20-003                      MOVED BY: CLLR WILLOWS  
                                      SECONDED BY: CLLR DOHEY**

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

**CARRIED**

**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:

<b>Regular Operations and Maintenance Items</b>	
<b>Item</b>	<b>Monthly Activity</b>
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



## COUNCIL MINUTES – January 20, 2020

	Roof upgrades projects underway at WTP and reservoir
Roads	Snow clearing work Sanding activities Sign repairs as needed
Vehicles	Winterizing of vehicles
Cemetery	1 Funeral held this month

### **Landfill Operations:**

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

The ICIP funding agreement for removal of tires has been finalized. Currently working with GNWT to develop plan to have tires removed from site as soon as possible in 2020.

### **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 16<sup>th</sup>. The initial application has been reviewed and commented on by all interested parties and the Town has provided responses to those comments. The next step in the process is the Technical Sessions, which are scheduled for February 11<sup>th</sup> – 13<sup>th</sup>. The renewal process is on schedule and expected to continue well into 2020.

### **Capital Projects 2019:**

A list of 2019 Capital Projects along with an update of the status of these projects is included below. Unfinished projects will be carried over into 2020 for completion.

<b>2019 Capital Projects Public Works</b>	
<b>Project</b>	<b>Update</b>
Lift Station System Upgrade	Working on acquisition of property. Design work expected to begin early in 2020.
Fraser Place Development	Acquiring LUP for drilling operations. Geotechnical operations expected to commence in early 2020.
Caribou Crescent Water, Sewer, and Drainage	Funding agreement finalized, design to be finalized in early 2020 with construction to follow.
Grader Replacement	<b>Complete</b>
Mower Attachment for Tractor	Postponed
Water Treatment Plant Roof Replacement	Project commenced, work ongoing
Reservoir Roof Upgrades	Project commenced, work ongoing
Water Licence Renewal	Ongoing – See Water Licence section
Landfill Trailer	<b>Complete</b>



## COUNCIL MINUTES – January 20, 2020

Commercial Water Meter upgrade	Majority of meters have been purchased and a portion have been installed. Remainder to be done as time permits.
Landfill – Tire Recycling Program	Funding agreement finalized, work to be completed in 2020.
Landfill – Solid Waste Facility Planning	Funding agreement finalized, work to be completed in 2020.
Sewer Lining throughout Town	<b>Complete</b>
Paradise Road Realignment	Project on hold until funding source identified
Lift Station #2 Demolition	Work completed for 2019, some minor landscaping work to be completed in the spring
Sewage Lagoon Upgrades	<b>Complete</b>
Snowblower – heavy duty	<b>Complete</b>
Lift Station Study	<b>Complete</b>
Beach Road Upgrade	<b>Complete</b>
Generator Replacement – WTP	<b>Complete</b>
Sewer Flusher (Equipment)	Quotes came in over budget, project deferred to 2020
Landfill Interim Closure Plan	Approval deferred by MVLWB, has 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.

### **Capital Projects 2020:**

An updated estimate on the water intake line inspection has been obtained and the cost is now expected to be under \$50,000. The original budgeted amount for this project was \$550,000 but further investigation and discussion with experts in the industry have resulted in a much lower expected cost. This work is expected to be undertaken in the summer months of 2020 and the change in cost will be reflected in the Q1 Variance Report.

### **Planning:**

4 Development Permits and 0 Building Permits have been approved for December 2019. In the month of December 2018, we had 1 Development Permits and 1 Building Permits signed out. The monthly Development and Building report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Dec 2/19	D19-103	6 Cameron Crescent	Home Occupation Northern Lights Dog Grooming
Dec 10/19	D19-104	Lots 1834 to 1836 Saskatoon Drive	Proposed Subdivision and Amalgamation of 4 Lots Into 3 Larger Lots
Dec 11/19	D19-105	3 Wildrose Drive	Home Occupation Frizzle Chick Creations (Puppet Making)
Dec 17/19	D19-106	LE-109-200185-01, Lot 635, Reserve SK-00172, Plan 723	Install Commercial Entranceway C/W Culvert to Eight Individual Recreation Lease Lots



## COUNCIL MINUTES – January 20, 2020

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Mackenzie Valley Land and Water Board Town of Hay River License #MV2009L3-0005
- Bylaw 1812 Zoning and Building Bylaw

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

N/A

**Prepared by:** Mike Auge  
Director of Public Works  
January 7, 2020

**Reviewed by:** Judy Goucher  
SAO  
January 8, 2020

b) Protective Services Monthly Report for December 2019

### RECOMMENDATION:

**#20-004**                      **MOVED BY: CLLR GROENEWEGEN**  
   **SECONDED BY: CLLR ANDERSON**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Emergency Services Activity Report for December 2019 as presented.**

**CARRIED**

### BACKGROUND:

#### Summary:

The Annual Firefighters Ball was held the first Saturday in December, and we recognized the following Firefighters for years of service:

**2 Years**  
Lauren Hargraves  
Draydon Shaw



# COUNCIL MINUTES – January 20, 2020

**5 Years**

Garett Flaherty

**25 Years**

Vince McKay

Firefighter Stacey Barnes received the Firefighter of the Year Award.

In 2019 the department held 47 Fire/Ambulance Meetings, 40 special training events, and 42 maintenance sessions.

We responded to 406 ambulance calls, 187 of which were medical emergencies and 162 patient transfers. We had a total of 21 fire/rescue calls of which one was 23 days long (landfill fire), and 29 false alarms.

We were also very busy with prevention activities, completing 23 public education sessions and 125 building inspections.

We had 5 members complete their NFPA 1001/472 Structural Fire Fighter qualification, and another 6 members have now attained their Emergency Medical Responder certifications.

At the end of 2019, we had 34 members in the department as compared to 29 members at the start of 2019. This is an indication that our Recruitment and Retention is working well.

We responded to 482 emergency calls, attended 87 training events, and as a group, we have put in 7,568 Paid on Call hours.

**Meetings:**

Joint Occupational Health and Safety  
NWT Fire Chief's Association

During December 494.5, paid-on-call hours were served by the members of the HRFD for a year to date total of 7,568 hours.

**STATISTICS**

<b>FUNCTION</b>	<b>DECEMBE R 2017</b>	<b>DECEMBE R 2018</b>	<b>DECEMBE R 2019</b>	<b>DECEMBE R 2017 YTD</b>	<b>DECEMBE R 2018 YTD</b>	<b>DECEMBE R 2019 YTD</b>
<b>Patient Transfers</b>	<b>21</b>	<b>13</b>	<b>14</b>	<b>202</b>	<b>145</b>	<b>162</b>
<b>Medical Emergency Local</b>	<b>7</b>	<b>13</b>	<b>26</b>	<b>158</b>	<b>166</b>	<b>187</b>
<b>Medical Emergency</b>	<b>1</b>	<b>4</b>	<b>7</b>	<b>17</b>	<b>25</b>	<b>33</b>





## COUNCIL MINUTES – January 20, 2020

Reserve						
Medical Emergency Highway	1	0	0	6	7	1
Medical Emergency Out of Town Patients	0	0	3	13	13	16
Body Transfer	1	0	0	10	9	7
Fires & Rescues	1	2	5	24	23	21
False Alarms	0	1	5	24	32	29
Training	2	2	1	47	45	47
Special Training	3	0	0	26	23	40
Maintenance	2	3	3	39	46	42
Fire Permits	0	0	2	5	20	13
Fireworks Permits	10	8	6	15	16	7
Public Safety	4	2	3	41	27	23
Inspections	9	17	9	64	95	125

### MAINTENANCE

All daily/weekly/monthly maintenance activities were completed. No issues were identified with the exception of Ambulance 1 which continues to experience mechanical issues that are impacting the availability of this unit to provide service to the community. Our second ambulance unit is in service.

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw



# COUNCIL MINUTES – January 20, 2020

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

None

**Prepared by:**  
Ross Potter  
Director Protective Services/Fire Chief  
Date: January 6, 2020

**Reviewed By:**  
Judy Goucher  
Senior Administrative Officer  
Date: January 7<sup>th</sup>, 2020

c) Municipal enforcement Monthly Report for December 2019

### RECOMMENDATION:

**#20-005                      MOVED BY: CLLR DOHEY  
    SECONDED BY: CLLR WILLOWS**

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

**CARRIED**

### BACKGROUND



# COUNCIL MINUTES – January 20, 2020

OFFENSE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	OFFENCES	WARNINGS	SHELTER	FINES	TOWED	RETURNED TO OWNER
<b>Animal Control Bylaw</b>								
Animal Abuse								
Barking Dogs								
Dog Attack								
Dog Bites								
Loose Cat								
Loose Dogs								
<b>Business License</b>								
No Business License								
<b>Traffic Bylaw</b>								
Vehicle Parking	2			2				
Trailer Parking								
ATV								
Misc	2			2				
<b>Unightly Bylaw</b>								
Overgrown Trees								
Long Grass								
Miscellaneous								
Garbage	2	1		1				
<b>Development Related</b>								
Infringing on Property								
<b>Fire Prevention Bylaw</b>								
Burn Garbage								
<b>Porritt Landing</b>								
Vessel Parking Issues								
<b>Snow Removal</b>								
Not Clearing Sidewalks								

## Unightly Properties: 0

The Protective Services Specialist was making two 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. Each patrol was about 2 hours long if the patrol covered the complete town. With the resignation of the Protective Services Specialist these patrols will become a random patrol until such time as we have a new Protective Services Specialist. We will also be fielding complaints from the public and investigating the allegations to ensure they are valid.

The Protective Services Specialist has accepted a job with another local employer. Her last day with the Town of Hay River was December 28, 2019. Until the position is filled, random patrols will be conducted by the Director, Protective Services.

A posting for the position is presently in place and closes on January 17, 2020.



## COUNCIL MINUTES – January 20, 2020

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaws as applicable

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

N/A

#### Prepared by:

Ross Potter  
Director, Protective Services  
Date: January 6, 2020

#### Reviewed By:

Judy Goucher  
Senior Administrative Officer  
Date: January 7<sup>th</sup>, 2019

d) Tourism and Economic Development Monthly Report for December 2019

### RECOMMENDATION:

**#20-006**

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

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

**CARRIED**

### BACKGROUND:

#### Tourism Activity:

- **Total Visitors for 2019: 4094 (4473 in 2018)**
- Tourism activity was slow through the month; mostly NWT and Canadian visitors.
- We had international visitors from Boston, Iraq, Russia and Germany.

#### Visitor Information Centre (VIC):

- **Total Gift Sales for 2019: \$54,000 (\$45,000 in 2018).**
- December sales were \$10,200, up from last year (\$9,387).



# COUNCIL MINUTES – January 20, 2020

## Other Activity:

- **Total Tourism & Economic Development grants received for 2019: \$652,000 (excludes other Town received contributions such as ICIP).**
- Imperial Oil provided a verbal indication of a \$25,000 sponsorship to support the construction of the Fisherman’s Wharf Pavilion.
- Three expressions of interest were submitted to ITI for funding in early December; one for the Community Tourism Infrastructure Contribution Program and two for the Tourism Product Diversification and Marketing Program.
- Design for the Trans Canada Trail interpretive signage was completed and printed. The signs will be installed in January.
- Design for trailhead signs for the Bob McMeekin Park and the Rotary Trail is ongoing and will be completed in January. Signs are targeted for installation in February.
- The Tourism and Economic Development Coordinator provided suggested content and content corrections for Northern News Services Limited’s 2020 Visitor Guide. The Visitor Guide has been used in recent years by the Town of Hay River as our primary print publication circulated to visitors to the community. The Guide is expected to be produced in February.
- Work continues by Administration and the Tourism and Economic Development Committee on the 2020 Hay River Tourism Development Plan. This document will serve to set the Town’s direction related to tourism strategies and initiatives for the period between 2020-2023. The document will be presented to Council for their input and approval in January.

## External Funding Success

December Grant Applications:

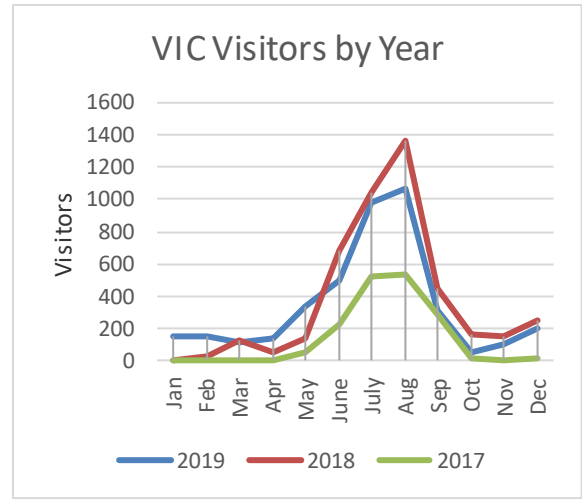


- Verbal commitment of \$25,000 to the Fisherman’s Wharf Pavilion build fund by Imperial Oil.
- Submitted \$55,415 in funding expressions of interest to ITI.
- Year to date: we have been successfully awarded \$652,000 in funding from Tourism and Economic Development submitted applications (excludes other contributions such as ICIP).



# COUNCIL MINUTES – January 20, 2020

## Visitor Information Centre Visitors



December VIC visitation numbers at 201 visitors was up significantly over November's 100 visitors but down from December 2018's 257 visitors. December saw international visitors from Boston, Iraq, Russia and Germany.

## Gift Shop Sales



Gift shop sales for the year were up from last year's– 2019 \$53,178.15 – 2018 \$44,663.64



## COUNCIL MINUTES – January 20, 2020

### ***Inbound Marketing***

- Focus has continued on promotion through social media.

### ***Visitor Satisfaction Rating***

- We have been working with ITI, NWT Parks and Spectacular NWT to create an NWT wide visitor metrics that will be of value to all involved. We will be discussing in the New Year.

### **COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

N/A

### **FINANCIAL IMPLICATIONS:**

N/A

### **ALTERNATIVES TO RECOMMENDATIONS:**

N/A

### **ATTACHMENTS:**

N/A

**Prepared by:**  
Peter Magill  
Tourism and Economic Development Coordinator  
Date: December 24, 2019

**Reviewed by:**  
Glenn Smith  
ASAO  
Date: January 8<sup>th</sup>, 2020

e) Mayors Monthly Report for December 2019

### **RECOMMENDATION:**

**#20-007**                      **MOVED BY: CLLR WILLOWS**  
   **SECONDED BY: CLLR DOHEY**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the “Mayors Report” for December 2019 as presented.**

**CARRIED**

### **BACKGROUND:**



# COUNCIL MINUTES – January 20, 2020

## Mayor's December 2019 Meetings

<u>Date</u>	<u>Meeting with or Attended</u>	<u>Location</u>
December 2 <sup>nd</sup> , 2019	Local MLAs, RJ Simpson and Rocky Simpson, Council, SAO and ASAO	Council Chambers
December 3 <sup>rd</sup> , 2019	NTPC CEO	Mayors Office
December 3 <sup>rd</sup> , 2019	Community Stakeholders Focus Group	Hay River Regional Health Centre – Sunny Street Boardroom
December 4 <sup>th</sup> , 2019	Executive and Indigenous Affairs, Lands, MACA, Council and Administration	Council Chambers
December 4 <sup>th</sup> , 2019	2020 Budget Public Meeting	Council Chambers
December 13 <sup>th</sup> , 2019	Supportive Living Services Christmas Party	Recreation Centre
December 18 <sup>th</sup> , 2019	NTPC, NUL, PUB, Mayor and SAO - Hay River Franchise Regulatory Process	NTPC Boardroom
December 18 <sup>th</sup> , 2019	RCMP Brandon Humbke	Mayors Office
December 18 <sup>th</sup> , 2019	Appreciation Lunch with Town Admin Staff and Council	Council Chambers





# COUNCIL MINUTES – January 20, 2020

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

**Prepared by:**

Kandis Jameson

Mayor

Date: January 3<sup>rd</sup>, 2020

f) Recreation Monthly Report for December 2019

**RECOMMENDATION:**

**#20-008**

**MOVED BY: CLLR DOHEY**

**SECONDED BY: CLLR GROENEWEGEN**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for December 2019 as presented.**

**CARRIED**

**BACKGROUND:**

## **Recreational Programming**

The Department of Recreation's Programming Division was busy wrapping up November/December programs and preparing for the holiday season. Regular programming schedules were greatly



## COUNCIL MINUTES – January 20, 2020

modified, given that that groups such as the Hay River Figure Skating Club, Hay River Minor Hockey, Hay River Speed Skating Club were on hiatus for the holiday season. These open ice and swim times allowed for many seasonal activities such as Breakfast with Santa, Skate with Santa and the numerous corporate or THR sponsored skate and swim times.

Christmas activities and attendance:

- Breakfast with Santa in the Community Hall (approx. 200 people);
- Skate with Santa (approx. 150 people);
- Festival at the Forks (125+ people);
- Fish scale Art workshops with Jennifer Buckley (10 participants);
- Holiday youth activities and workshops (6 activities; 40 participants);
- Corporate sponsored ice times (approx. 40 hours; 400+ participants);

It should be noted that drop in and fitness program revenues were comparable to previous months despite a holiday season with reduced operational hours and numerous sponsored swim and ice times.

The continued increase in the number of THR delivered programs should also be noted, as well as the number of participants who register and/or drop in for those programs. Fall and Winter 2019 saw 9 new categories of programs as compared to 2018. Those new programs are seeing consistent numbers and are being planned and delivered to recover cost. The majority of those programs are planned and delivered by THR's Recreation Programmer employee hired in the Spring of 2018.

### Recreation Programming Statistics

<b>Regular programs:</b>	<b>October</b>		<b>November</b>		<b>December</b>		<b>Totals</b>
	2018	2019	2018	2019	2018	2019	
<i>Walking Track</i>	403	126	330	248	295	144	287
<i>Table Tennis Drop-in</i>	76	76	87	44	61	46	
<i>Air Hockey Drop-in</i>	-	33	-	45	-	34	
<i>Badminton &amp; Pickleball</i>	5	0	8	40	4	63	
<i>Various fitness classes</i>	-	33	-	52	-	62	



## COUNCIL MINUTES – January 20, 2020

<i>Spin Bike Classes</i>	-	16	-	7	-	4	27
<i>Spin bootcamp</i>	-	4	-	14	-	9	
<i>Lunch time spin</i>	-	24	-	16	-	14	
<i>Science Club</i>	-	40	-	26	-	17	83
<i>Drama Club</i>	-	40	-	18	-	26	
<i>Art Club</i>	5	40	5	18	-	8	
<i>Stay and Play Evenings</i>	<i>New to November 2020</i>			22	-	32	
<i>Zumba Jr</i>	-	40	-	-	-	-	
<i>RAD and PHAB</i>	30	120	30	77	16	38	38
<i>Zumba gold</i>	-	n/a	-	-	-	-	8
<i>Seniors Craft Club</i>	12	16	16	16	8	8	
<i>Senior stretch</i>	0	12	0	10	-	-	
<i>Public Skating</i>	170	211	91	211	47	340	403
<i>Sr Shinny</i>	16	22	2-10 avg	22	29	34	
<i>Jr Shinny</i>	16	31	2-10 avg	31	24	29	
<i>Full Moon Snowshoe</i>	-	-	-	8	-	2	2

<b>Rental hall usage:</b>	<b>Community Hall</b>	<b>Multipurpose Room</b>	<b>Doug W. Hall</b>
<i>THR special events</i>	2	5	-
<i>THR meetings</i>	1	-	2
<i>THR Regular Programs</i>	12	3-5 programs daily	-
<i>Corporate/private rentals</i>	2	11	4
<i>Non-profit organization</i>	2	2	5
<i>Birthday celebrations</i>	1	2	1



## COUNCIL MINUTES – January 20, 2020

<b>Revenues:</b>	<b>October</b>	<b>November</b>	<b>December</b>
<i>Drop in activities</i>			
<i>Child</i>	\$503.03	\$517.00	\$330.10
<i>Student</i>	\$224.79	\$108.00	\$295.24
<i>Family</i>	\$560.07	\$564.00	\$320.04
<i>Adult</i>	\$567.93	\$468.00	\$508.02
<i>Senior</i>	\$65.50	\$44.00	\$26.20
<i>Fitness Programs</i>			
<i>Student drop ins</i>	-	-	-
<i>Adult drop ins</i>	\$137.54	\$119.00	\$97.08
<i>Adult Memberships</i>	\$1359.90	\$156.21	\$1308.69
<i>Senior drop ins</i>	\$26.26	\$10.50	\$10.50
<i>Senior Memberships</i>	-	\$84.27	-

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### Aquatics

The Aquatic Centre's operational hours were reduced in December, both by a temporary staffing shortage and the affects of cold weather on mechanical systems. Early bird swims were cancelled in December and planned closures were scheduled to provide mandatory breaks for staff guarding the pool deck. Unfortunately, there were also a few unplanned closures due to the staff shortage and others being a result of cold weather on deck conditions and/or water quality.

Significant improvements were made to the Aquatic Centre's mechanical systems in December. Phase 2 of the Aquatic Centre's Air Handling Unit upgrade project was completed with the installation of a snow hood and variable flow drive fans as well as upgrading and integration of the system's controls to those of the Recreation Centre's controls. The Aquatic Centre's AHU no longer freezes up which leads to consistent comfortable conditions in the Aquatic Centre and viewing area.

The automated chlorine feeder system required a bit of work in December due to freeze up in cold weather. The system was thawed out, minor repairs were made and no further freezing is expected.



## COUNCIL MINUTES – January 20, 2020

Though these issues did result in pool closures, cooperation and communication has improved between Maintenance staff and Aquatic staff to ensure preventative maintenance and coordinated efforts that prevent failure and closures.

Revenues and swimmer numbers were comparable to previous months and December 2018 despite the staffing and mechanical issues experienced last month. Lower numbers were seen for school groups, Aquafit and youth swim lessons as compared to previous months, but this is normal given the busy holiday season. The newly revived Hay River Swim Club took a break during the holiday season, but they will resume on January 8<sup>th</sup>. It's expected that they will continue to see good numbers with significant interest from a few local families.

Corporate sponsored free swim times were very well attended during the holiday season. A total of 20 hours of free swim time were paid for by local businesses. Over 300 swimmers took part in those swim times with some free swim blocs seeing over 30 to 40 swimmers enjoying the facilities.

Regular programming included:

- Corporate sponsored swim times (20 hrs during holiday season);
- 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);

### Department Statistics

<b>Pool Attendance:</b>	October		November		December	
	2018	2019	2018	2019	2018	2019
<i>Birthday parties</i>	-	2	3	2	6	0
<i>Aquafit</i>	-	32	23	48	10	21
<i>School groups</i>	-	197	116	133	212	77
<i>General</i>	57	578	886	787	854	

<b>Aquatic Revenue:</b>	October		November		December	
	2018	2019	2018	2019	2018	2019
<i>Admissions</i>	\$454.99	\$2951.07	\$2703.07	\$2599.49	\$2481.67	\$2413.41



## COUNCIL MINUTES – January 20, 2020

<i>Kids Lessons</i>	-	\$1305.14	\$232.50	\$139.00	\$0.00	\$195.50
<i>Adult Lessons</i>	\$182.86	\$90.48	\$132.38	\$374.24	\$182.88	\$0.00
<i>Miscellaneous</i>	\$7.62	\$161.40	\$61.17	\$168.58	\$38.31	\$97.10
<i>Hourly Rental</i>	-	\$203.33	\$205.71	\$2138.00	\$411.42	\$266.66

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### 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;
  - 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:
  - Main pool filter repairs;
  - Installation of MP Room shelving covers by local contractor;
  - Aquatic Centre AHU upgrade project Phase 2 completed;

#### 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: January 8<sup>th</sup>, 2019

**Reviewed by:**  
 Judy Goucher  
 SAO  
 Date: January 8<sup>th</sup>, 2019



# COUNCIL MINUTES – January 20, 2020

g) Excused Business

**RECOMMENDATION:**

**#20-009                    MOVED BY: CLLR DOHEY  
                                  SECONDED BY: CLLR WILLOWS**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Deputy Mayor Bouchard from any meetings taking place between January 14<sup>th</sup> to February 8<sup>th</sup>, 2020**

**CARRIED**

**BACKGROUND:**

Deputy Mayor Bouchard has asked to be excused from any meetings taking place between January 14<sup>th</sup> and February 8<sup>th</sup>, 2020.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Stacey Barnes  
Council Administrator  
Date: January 8, 2020



## COUNCIL MINUTES – January 20, 2020

h) Development Permit Application (D19-100) for 2 Seasons Adventures

### RECOMMENDATION:

**#20-010**                      **MOVED BY: CLLR DOHEY**  
 **SECONDED BY: CLLR WILLOWS**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER Review and Approve at their Discretion Development Permit Application No. D19-100, to allow the Shower House and move all 15 Decks onto the lease property, subject to the following conditions:**

- **That all Requirements of the Zoning and Building Bylaws 1812 are met;**
- **That all requirements of the lease agreement are met;**
- **The applicant undertakes to conform to all relevant Municipal, Territorial and Federal policies and regulations.**

**CARRIED**

### BACKGROUND:

The Town of Hay River is in the process of working with 2 Seasons Adventures to get all Development Approved on D13-013 in line with the letter of approval and the land lease agreement with the Town of Hay River.

The Town has received an application (D19-100) from 2 Seasons Adventures/Reliable Group of Companies to add a Shower House and to move all 15 decks built on individual camping stalls outside of the lease area onto the lease property and in line with the Lease Agreement, Zoning and Building Bylaws, and all applicable codes.

The Shower House would fall under Buildings and Accessory uses to the use Tourist Lodges, it does need a Building Permit to ensure all construction is to the applicable codes.

The 15 decks would also fall under the Buildings and Accessory uses to the Tourist Lodges and would also require Building Permits to ensure all construction is to the applicable codes.

These additions to the original plans have not been pre-approved by the Development Officer.

The portion of the by-law that relates to change in plans reads as follows:

#### **3.7 Conditions of Approval for Development Permits**

- 9) *No change in plans, use of site, or methods of construction shall be undertaken unless and until such change is approved in writing by the Development Officer.*

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A





## COUNCIL MINUTES – January 20, 2020

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Lease agreement with the Town of Hay River  
Planning Act R.S.N.W.T. 1988, c.P-7  
Zoning & Building Bylaw No. 1812  
2015 National Building Code.  
2015 National Fire Code.

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

Application for Development #D19-100  
Original Development Approval Letter D13-013

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**Prepared by:**

Randy Froese  
Development Officer  
Date: January 7, 2020

**Reviewed by:**

Mike Auge  
Director of Public Works  
Date: January 7, 2020

- i) Development Permit Application (D19-101) for 2 Seasons Adventures

### RECOMMENDATION:

**#20-011**

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER Review and Approve at their Discretion Development Permit Application No. D19-101, to allow the larger Grey Cabin at 2 Seasons to be considered as one of the six pre-approved cabins for Tourism use only subject to the following conditions:**

- **That all requirements of the Zoning and Building Bylaw 1812 are met;**
- **That all requirements of the lease agreement are met;**
- **The applicant undertakes to conform to all relevant Municipal, Territorial and Federal policies and regulations.**

**CARRIED**



## COUNCIL MINUTES – January 20, 2020

### BACKGROUND:

The Town of Hay River is in the process of working with 2 Seasons Adventures to get all Development Approved on D13-013 in line with the letter of approval and the land lease agreement with the Town of Hay River.

Six Cabins were approved on Development Permit D13-013 to Establish and Develop an Adventure Tourism, Camping, Tourist Lodge in 2013.

The Town has received an application from 2 Seasons Adventures/ Reliable Group of Companies to allow the larger Grey Cabin built on the other end of the lease to be considered as one of the original 6 pre-approved cabins.

The original approved permit for 2 Seasons allowed for 6 small cabins. The original plan showed the 6 small cabins to be in the same area. To date 3 small cabins have been set up in this original area of the lease. During construction, a larger Grey Cabin was set up on the other end of the lease property. The owners have re-applied to have this larger grey cabin included as part of the 6 originally approved cabins.

This change in plans was not pre-approved by the Development Officer. The approval of this development permit is the first step in the process to get the building approved. The full permitting process will still need to be followed including the application and approval of building and occupancy permits for the unit. These steps will also include the inspection of the building by both the Town Development Officer and the Fire Marshal.

The portion of the by-law that relates to changes in plans reads as follows:

### **3.7 Conditions of Approval for Development Permits**

- 9) *No change in plans, use of site, or methods of construction shall be undertaken unless and until such change is approved in writing by the Development Officer.*

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Lease agreement with the Town of Hay River  
Planning Act R.S.N.W.T. 1988, c.P-7  
Zoning & Building Bylaw No. 1812  
2015 National Building Code.  
2015 National Fire Code.



## COUNCIL MINUTES – January 20, 2020

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

Application for Development #D19-101  
Original Development Approval Letter D13-013

**Prepared by:**  
Randy Froese  
Development Officer  
Date: January 7, 2020

**Reviewed by:**  
Mike Auge  
Director of Public Works  
Date: January 7, 2020

j) Recreation Rates and Policy Update for Recommendation

### RECOMMENDATION:

**#20-012**                      **MOVED BY: CLLR DOHEY**  
 **SECONDED BY: CLLR GROENEWEGEN**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accept the Recreation Committee’s report as information and refer to the appropriate committees of Council for recommendation.**  
**CARRIED**

### BACKGROUND:

The Recreation Committee met on December 3<sup>rd</sup> and 5<sup>th</sup> to review 2020 planning documents. Those planning documents included tracked changes being proposed by the Director for updates to THR’s 2016 Recreation Policy and the 2019 Recreation Rates in Schedule “A” of By-Law 2410/Gen/19. Recreation Rates and Fees are to be reviewed and approved annually by Council, as per the 2016 Recreation Policy.

Changes presented to the Recreation Committee by the Director of Recreation were based on feedback received from Department of Recreation staff, THR’s Senior Management team, representatives of THR community groups and patrons of THR recreation facilities.

Proposed changes to Recreation Rates bylaw for 2020 are anticipated to increase associated recreation revenues. Several new rate categories are identified through new facility advertising and sponsorship options, new rental spaces, creation of monthly user passes, and new lessons. Various groups have expressed interest in these offerings.



## COUNCIL MINUTES – January 20, 2020

Further to the new rate category revenues, a recommendation is made to redefine access to reduced fees for rental of Recreation Centre rental rooms. The Recreation Committee is recommending that reduced rates be available to “local user groups” of THR recreation facilities rather than “non-profit organizations”. Applications through the Donations and Sponsorship Policy remains a possibility for non-user group classified organizations to access reduced rates.

Significant changes are being proposed through an updated Recreation Policy. Changes are based on legislative needs, liability concerns and/or research on common practices in other communities. Some changes are being recommended to damage deposits and late cancellation fees for user groups. General cleanup of policy terms was completed to make more relevant to 2020 operations and practices. Further updates are planned to be made to the Recreation Policy in 2020 to ensure the policy is representative of all THR Recreation assets, services and responsibilities.

### COUNCIL POLICY / STRATEGY OR GOAL:

- Transparent governance

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- By-Law 2410/Gen/19 – May 2019

### FINANCIAL IMPLICATIONS:

- Recreation Rates Bylaw: increase in annual revenues estimated at \$20 000 to \$25 000
- Recreation Policy: immaterial increase in annual revenues

### ALTERNATIVES TO RECOMMENDATIONS:

- Request further review and updates to the documents in question.

### ATTACHMENTS:

- Schedule “A” of By-Law 2410/Gen/19 (tracked changes for 2020)
- 2019 Recreation Policy (with tracked changes)

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**Prepared by:**  
Stephane Millette  
Director of Recreation  
January 9, 2020

**Reviewed by:**  
Glenn Smith  
ASAO  
January 9, 2020

## 10. NEW BUSINESS

- Town Property, Street Naming and Addressing Report



## COUNCIL MINUTES – January 20, 2020

### RECOMMENDATION:

#20-013

MOVED BY: CLLR DOHEY

SECONDED BY: CLLR ANDERSON

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the renaming of Fairway Drive to Hoffman Way and Commercial Road to Grimsrud Road.**

**DEFERRED**

### BACKGROUND:

On October 23, 2018 the Council of the Town of Hay River approved a Town Property, Street Naming and Addressing Policy. The Policy statement reads as follows:

Town properties are an important fabric of the community and their name contributes to creating a culture and identity within the Town of Hay River.

The name of a Town property will reflect the unique location, geography, or community of where the property is located or recognize the exceptional contributions of individuals or organizations to the local community, the Town of Hay River.

The Town of Hay River has received 3 requests for the renaming of roads, 2 for Fairway Drive which is the road leading from Mackenzie Highway to the Golf Course Club House and Nordic Centre and 1 for Commercial Road that runs from Mackenzie Highway to Capital Drive.

A request to rename Fairway Drive to “Hoffman Drive” was submitted from the joint Board of the Hay River Golf Course and Nordic Centre to recognize the many years of service given to the golf club (and Nordic centre). Given that the roadway from Mackenzie Highway to the Golf Course Club House and Nordic Centre terminates at the parking lot, Administration is recommending, and the joint Board agrees that the use of “Way” better depicts the nature of the road which is not a “through street with changes of direction”. “Way” is not a defined term in the Town Property, Street Naming and Addressing Policy but the definition better meets the nature of the road from the highway to the clubhouses. “Way” is defined as a small side street off a road. The term “Way” will be added to the Policy at the next update.

The Town received another submission to rename Fairway Drive and will place that name on a waiting list for future road renaming consideration.

The renaming of Fairway Drive will impact the Golf Course and Nordic Centre. There are no issues with the proposed name change as the re-naming submission was put forward by the two entities that will be impacted.

The request to rename Commercial Road to “Grimsrud Road” came from a past resident who requested that the Town recognize Roy Grimsrud for his past service on the Hay River Fire Department. Mr. Grimsrud was a firefighter from 1958 to 1963 and Fire Chief from 1963 to 1977.

The renaming of Commercial Road will have no impact in terms of mailing addresses as there are no buildings with Commercial Road addresses.



## COUNCIL MINUTES – January 20, 2020

4.1.1 Streets may be renamed for the following reasons:

on a case by case basis, to eliminate Duplicate or similar name situations;

where a street or street realignment connects streets with different names to form one continuous street; or

where Council deems it appropriate to rename an existing street.

Both recommended renaming proposals meet the terms of the Town Property, Street Naming and Addressing Policy if Council should agree to the renaming proposal. Both names are posthumous, and agreement has been confirmed from the immediate family.

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town Property, Street Naming and Addressing Policy

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

Town Property, Street Naming and Addressing Policy Schedule “A” Applications

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**Prepared by:**

Judy Goucher

Senior Administrative Officer

Date: January 16<sup>th</sup>, 2020

b) Excused Absence



## COUNCIL MINUTES – January 20, 2020

### RECOMMENDATION:

#20-014

**MOVED BY: CLLR ANDERSON  
SECONDED BY: CLLR GRONEWEGEN**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Cllr Duford and Cllr Chambers from the Regular Meeting of Council, Monday, January 20<sup>th</sup>.**

**CARRIED**

### BACKGROUND:

Cllr Duford has asked to be excused from the Regular Meeting of Council on Monday, January 20<sup>th</sup>, 2020.

### COUNCIL POLICY / STRATEGY OR GOAL:

N/A

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

N/A

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#### Prepared by:

Stacey Barnes

Council Administrator

Date: January 20, 2020

## 11. BYLAWS

- a) Bylaw 2410 – 2020 Recreation Fees and Charges – First Reading

#20-015

**MOVED BY: CLLR WILLOWS  
SECONDED BY: CLLR DOHEY**

**CARRIED**



## COUNCIL MINUTES – January 20, 2020

Bylaw 2410 – 2020 Recreation Fees and Charges – Second Reading

**#20-016**

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

**CARRIED**

### 12. NOTICES OF MOTIONS

There was no notice of motions at the Regular Meeting of Council on Monday, January 20<sup>th</sup>, 2020

### 11. IN CAMERA

**#20-017**

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

**That the Council of the Town of Hay River move to In Camera at 7:35pm.**

**CARRIED**

**#20-018**

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

**That the Council of the Town of Hay River move out of In Camera At 8:16PM.**

**CARRIED**

### ADJOURNMENT

**#20-019**

**MOVED BY: CLLR WILLOWS**

**That the Regular Meeting of Council be adjourned at 8:17pm.**

**CARRIED**

**Certified Correct as Recorded on the 20<sup>TH</sup> day of January 2020.**

**These minutes were accepted by motion #\_\_\_\_\_.**





## COUNCIL MINUTES – January 20, 2020

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**Mayor**

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**Senior Administrative Officer**



# REGULAR MEETING OF COUNCIL

**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: JANUARY 27, 2020**

**SUBJECT: Taxi Bylaw Information**

## **INFORMATION REPORT**

There have been concerns raised through Town of Hay River Council surrounding the level of service being offered by our local Taxi Service Providers to the general public.

With respect to level of service requirements, the Taxi License Bylaw does specify taxi operators must provide 24-hour service, have some sort of communications device that is available on a 24/7 basis that is licensed with the proper authorities, and operate two vehicles per company.

Administration has reached out to the taxi service providers who have identified some causes for service level interruptions. In some cases there have been problems with cell phones used for dispatching and response. These problems were based on calls not getting through on their cell phones due to general system problems from Bell Canada. Bell Canada has resolved this problem since it occurred. In another instance, one of the service providers had a cell phone that was not working as it should; this particular phone was replaced as soon as the issue became apparent.

One if not both of the Service Providers have had staffing issues which has led to not having adequate number of drivers to provide immediate service to all customers.

Both service providers do have the requisite number of 2 vehicles providing service, but with a legal requirement of only 4 vehicles, this could cause significant wait times depending upon the runs that they are providing.

Administration will continue to monitor the services available by the service providers and will work with them in the future to try and alleviate any future licensing violations.

## **BACKGROUND:**

On January 20, 2020 Council requested a report from Administration that outlines recent outreach that has occurred with taxi companies to ensure compliance with licensing.

## **COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

Bylaw 2165/REG/09



# REGULAR MEETING OF COUNCIL

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: JANUARY 27, 2020**

**SUBJECT: Taxi Bylaw Information**

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**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Ross Potter  
Director Protective Services/Fire Chief  
Date: January 23, 2020

**Reviewed By:**  
Glenn Smith  
Assistant Senior Administrative Officer  
Date: January 23, 2020



# REPORT TO COUNCIL

**COMMITTEE:** TOURISM & ECONOMIC DEVELOPMENT      **DATE:** January 27, 2020

**SUBJECT:** Amendment to Nanook Aurora Tours Tourism Operator License

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the amendment of Nanook Aurora Tours Tourism Operator License to include trips to Hay River area for activities including aurora viewing and photography tours.**

**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 Nanook Aurora Tours.

The application's amendment request outlines:

- *Aurora and photography tours to Alexandra Falls, Louise Falls, Samba Deh Falls, Enterprise, and Hay River.*
- *Guests will overnight in Fort Providence and Hay River. Trip activities will include aurora viewing and hiking to the water falls.*
- *Planned tour periods are between January 1 and December 31*

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:

N/A



# REPORT TO COUNCIL

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**COMMITTEE:** TOURISM & ECONOMIC DEVELOPMENT      **DATE:** January 27, 2020

**SUBJECT:** Amendment to Nanook Aurora Tours Tourism Operator License

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**ALTERNATIVES TO RECOMMENDATIONS:**

- Provide response to ITI that the Town of Hay River has concerns with the application

**ATTACHMENTS:**

- Letter from ITI Regarding Application to Amend Nanook Aurora Tours Tourism Operator License

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**Prepared by:**

Glenn Smith

Assistant Senior Administrative Officer

January 23, 2020



# REPORT TO COUNCIL

Date: January 27, 2020

DEPARTMENT: PUBLIC WORKS

SUBJECT: DEVELOPMENT PERMIT APPLICATION D20-010, TEMPORARY MEN'S HOMELESS SHELTER.

## RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER Review and Approve at their Discretion, Development Permit Application No. D20-010, to allow the temporary camp trailer to remain as a Temporary Men's Homeless Shelter for the interim.

## BACKGROUND:

The Town of Hay River has received application from Tom Makepeace (with a letter of authorization from owner Rocky Simpson, Concept Energy) to set up a Temporary Men's Homeless Shelter at the Concept Energy Yard, 43026 Mackenzie Highway, Remainder of Lot 81, Plan 38.

The lot is in the T-Transportation zone. The lot is previously being used for its intended approved use (Manufactured Home and Trailer Construction).

Listed under Discretionary Uses is,

r) Residential Facilities for transient workers ancillary to permitted or discretionary uses

This is the only zone in Town that allows for this type of Transient Housing making it the most favorable spot for this development at the current time. This location is intended to be a temporary location until a longer term solution can be developed and approved.

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

## COUNCIL POLICY / STRATEGY OR GOAL:

N/A

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

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

## FINANCIAL IMPLICATIONS:

N/A



# REPORT TO COUNCIL

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Date: January 27, 2020

DEPARTMENT: PUBLIC WORKS

SUBJECT: DEVELOPMENT PERMIT APPLICATION D20-010, TEMPORARY  
MEN'S HOMELESS SHELTER.

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**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

Application for Development #D20-010, with attachments.  
Authorization from Owner.

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**Prepared by:**  
Randy Froese  
Development Officer  
Date: January 21, 2020

**Reviewed by:**  
Mike Auge  
Director of Public Works  
Date: January 22, 2020



# REPORT TO COUNCIL

**DEPARTMENT:** Administration

**DATE:** January 27, 2020

**SUBJECT:** Tree House Drop in Centre Letter of Support Request

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER deny the request received from the Tree House Drop in Centre for a letter of support from the Town of Hay River to support their application for a grant through the 2020 NWT Healthy Choices fund.**

## BACKGROUND:

A request for a letter of support from the Tree House Drop in Centre (THDC) to support their application for funding to the NWT Healthy Choices fund was received by the Town of Hay River on January 22, 2020. THDC's application is intended to support a Parents Health Safety Program.

The Town of Hay River intends to submit its own application to the NWT Healthy Choices fund to support its Summer Heat program.

The Town of Hay River's standard practice is to not offer letters of support to organizations where the Town of Hay River intends to submit its own application to the same fund. For this reason, it is recommended that the Council of the Town of Hay River not support THDC's request for a letter of support.

## COUNCIL POLICY / STRATEGY OR GOAL:

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

## FINANCIAL IMPLICATIONS:

## ALTERNATIVES TO RECOMMENDATIONS:

Option 1 – Approve the issue of a letter of support.

## ATTACHMENTS:

- Town of Hay River Letter of Support Request – Tree House Drop in Centre

## Prepared by:

Glenn Smith

ASAO

January 23, 2020



**BY-LAW NO. 2410**  
**MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER**

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A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH FEES AND CHARGES FOR THE USE OF THE MUNICIPAL CORPORATION'S RECREATIONAL FACILITIES AND EQUIPMENT

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BEING A BY-LAW of the Municipal Corporation of the Town of Hay River in the Northwest Territories to provide for the establishment, levy and collection of fees and charges for services provided by the municipal corporation.

PURSUANT to the Cities, Towns and Villages Act, S.N.W.T., 2003, c 22, in force April 1, 2004, Section 72.

WHEREAS the Municipal Corporation of the Town of Hay River wishes to establish fees and charges to recover reasonable costs for the use of the municipal corporation's recreational facilities and equipment.

NOW, THEREFORE, THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER, in regular session duly assembled enacts as follows:

1. That the fees and charges established to recover reasonable costs for the use of the municipal corporation's recreational facilities and equipment are attached as Schedule "A".
2. That the fees and charges set out shall be in force upon third and final reading of this by-law.
3. The Council of the Town of Hay River hereby gives the Senior Administrative Officer (SAO) authority to approve additions or changes to By-Law 2410 when warranted by new circumstances or needs. Any changes approved by the SAO are to be reviewed and approved by council at further updates of the Recreation Rates By-Law.
4. That By-Law No. 2410 is amended with attached schedule "A"

**BY-LAW NO. 2410**  
**MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER**

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A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH FEES AND CHARGES FOR THE USE OF THE MUNICIPAL CORPORATION'S RECREATIONAL FACILITIES AND EQUIPMENT

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READ a first time this 20<sup>th</sup> day of January 2020.

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Mayor

READ a second time this 20<sup>th</sup> day of January 2020

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Mayor

READ a third and final time this      day of                      ,2020.

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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, c.22, in force April 1, 2004 and the bylaws of the Municipal Corporation of the Town of Hay River this      day of                      ,2020.

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Senior Administrative Officer

**Town of Hay River Recreation & Community Services**  
**Recreation Rates 2020 (GST included in rates)**

Category	Rate structure	2020 rates	
<b>General Drop in rates</b>			
<b>Child/Senior (under 12yrs or +55yrs)</b>			
Drop-in fee	per visit	\$ 2.75	
10 punch pass	10 visits	\$ 24.50	
Monthly	1 month	\$ 41.25	
	3 month	\$ 99.00	
	6 month	\$ 165.00	
<b>Student (12-18 yrs)</b>			
Drop-in fee - student	per visit	\$ 4.00	
10 punch pass - student	10 visits	\$ 34.50	
Monthly	1 month	\$ 60.00	
	3 month	\$ 144.00	
	6 month	\$ 240.00	
<b>Adult (19-54 yrs)</b>			
Drop-in fee - adult	per visit	\$ 6.00	
10 punch pass - adult	10 visits	\$ 54.00	
Monthly	1 month	\$ 90.00	
	3 month	\$ 216.00	
	6 month	\$ 360.00	
<b>Family (max 5 people)</b>			
Drop-in fee - family	per visit	\$ 12.00	
10 punch pass - family	10 visits	\$ 108.00	

**Fitness Drop-In Rates**

<b>Senior (+55yrs)</b>			
Fitness Drop-In - senior (+55 yrs)	per visit	\$ 5.25	
10 punch fitness - senior (+55 yrs)	10 visits	\$ 47.50	
Monthly	1 month	\$ 78.75	
	3 month	\$ 189.00	
	6 month	\$ 315.00	
<b>Student</b>			
Fitness Drop-In - student	per visit	\$ 7.00	
10 punch fitness pass - student	10 visits	\$ 63.00	
Monthly	1 month	\$ 105.00	
	3 month	\$ 252.00	
	6 month	\$ 420.00	
<b>Adult</b>			
Fitness Drop-In - adult	per visit	\$ 8.50	
10 punch fitness - adult	10 visits	\$ 76.00	
Monthly	1 month	\$ 127.50	
	3 month	\$ 306.00	
	6 month	\$ 510.00	

**Arena Ice Surface Fees**

Arena Birthday Party Package	1hr on ice and 1 hr in rental room	\$ 140.00	
Arena Ice Surface - adult	hourly rate	\$ 173.25	
Arena Ice Surface - adult daily (10% reduction)	based on 10+ hrs rental (free rental room included)	\$ 1,559.25	
Arena Ice Surface - adult partial wknd (15% reduction)	based on 20+ hrs rental (free rental room included)	\$ 2,945.25	
Arena Ice Surface - adult full wknd (30% reduction)	based on 30+ hrs rental (free rental room included)	\$ 3,638.25	
Arena Ice Surface - youth	hourly	\$ 103.95	
Arena Ice Surface - youth daily (10% reduction)	based on 10+ hrs rental (free rental room included)	n/a bc reduced rate for youth	
Arena Ice Surface - youth partial wknd (20% reduction)	based on 20+ hrs rental (free rental room included)		
Arena Ice Surface - youth full wknd (30% reduction)	based on 30+ hrs rental (free rental room included)		
Offseason Ice Surface - adult	hourly rate	\$ 173.25	
Offseason Ice Surface - adult daily (10% reduction)	based on 10+ hrs rental (free rental room included)	\$ 1,559.25	

**Town of Hay River Recreation & Community Services**  
**Recreation Rates 2020 (GST included in rates)**

Category	Rate structure	2020 rates	
Offseason Ice Surface - adult partial wknd (15% reduction)	based on 20+ hrs rental (free rental room included)	\$ 2,945.25	
Offseason Ice Surface - adult full wknd (30% reduction)	based on 30+ hrs rental (free rental room included)	\$ 3,638.25	
Offseason Ice Surface - local user groups	hourly rate	\$ 87.00	
Offseason Ice Surface - local user groups	based on 10+ hrs rental (free rental room included)	\$ 780.00	
Offseason Ice Surface - user group partial wknd (15% reduction)	based on 20+ hrs rental (free rental room included)	\$ 1,473.00	
Offseason Ice Surface - user group full wknd (30% reduction)	based on 30+ hrs rental (free rental room included)	\$ 1,819.00	
Offseason Ice Surface - non user group youth rental	hourly	\$ 103.95	
Offseason Ice Surface - youth daily (10% reduction)	based on 10+ hrs rental (free rental room included)		n/a bc reduced rate for youth
Offseason Ice Surface - youth partial wknd (20% reduction)	based on 20+ hrs rental (free rental room included)		
Offseason Ice Surface - youth full wknd (30% reduction)	based on 30+ hrs rental (free rental room included)		

\* Free room rental included in ice surface weekend rentals is for duration of the ice surface rental only.

\*\* Room to be included will be determined by type of rental, operational requirements and other possibly other bookings.

**Ball Field Fees**

Field Weekend Tournament - adult	per weekend per field	\$ 505.00	
Field Hourly Rental- adult	hourly	\$ 75.00	
Field Weekend Tournament - youth	per weekend per field	\$ 505.00	
Field Hourly Rental- youth	hourly	\$ 75.00	
League Fees - adult season	per team	\$ 660.00	
League Fees - adult monthly	per team	\$ 360.00	
League Fees - youth season	per team	\$ 325.00	
League Fees - youth monthly	per team	\$ 175.00	

**Aquatics Centre Fees**

Birthday Party Swim package (max 15 people)	2 hours (1 hr in pool 1 hr in tbd rental room)	\$ 140.00	
Pool rental - full facility	hourly	\$ 234.00	
Pool Lane Rental	hourly	\$ 25.00	
Swim Meet	per weekend	\$ 163.75	

**Swimming lessons**

8 swim lessons - preschool	8 x 30 minutes	\$ 63.00	
8 swim lessons - swimmer levels	8 x 45 minutes	\$ 69.50	
Private lessons (1 kid only)	30 minutes each	\$ 32.00	
Semi private lessons (2-3 kids)	per session per kid	\$ 25.00	
Bronze Star	per course	\$ 189.00	
Bronze Medallion	per course	\$ 252.00	
Bronze Cross	per course	\$ 252.00	
First Aid Certification	per course	\$ 252.00	
National Lifesaving Society Certification	per course	\$ 377.50	
NLS Recertification	per course	\$ 144.50	
NLS Instructor Certification	per course	\$ 377.00	
Jr lifeguard club	9 lessons	\$ 132.25	
Jr lifeguard club	per week	\$ 19.00	

**Room Rental Fees**

Multipurpose Room	daily	\$ 605.00	
Multipurpose Room	hourly	\$ 132.00	
Multipurpose Room - local user groups	daily	\$ 247.50	
Multipurpose Room- local user groups	hourly	\$ 66.00	
Doug Weitermann Room	daily	\$ 605.00	
Doug Weitermann Room	hourly	\$ 132.00	
Doug Weitermann Room - local user groups	daily	\$ 247.50	
Doug Weitermann Room - local user groups	hourly	\$ 66.00	
Community Hall	daily	\$ 761.20	
Community Hall	hourly	\$ 192.50	

**Town of Hay River Recreation & Community Services**  
**Recreation Rates 2020 (GST included in rates)**

Category	Rate structure	2020 rates	
Community Hall - local user groups	daily	\$ 380.60	
Community Hall - local user groups	hourly	\$ 96.25	
Summer Curling Rink	daily	\$ 900.00	
Summer Curling Rink	hourly	\$ 154.00	
Summer Curling Rink - local user groups	daily	\$ 450.45	
Summer Curling Rink - local user groups	hourly	\$ 96.25	
Rec Centre Parking Lot Rental	hourly rate	\$ 87.00	
Rec Centre Parking Lot - daily (10% reduction)	based on 10+ hrs rental	\$ 780.00	
Rec Centre Parking Lot - partial wknd (15% reduction)	based on 20+ hrs rental	\$ 1,473.00	
Rec Centre Parking Lot - full wknd (30% reduction)	based on 30+ hrs rental	\$ 1,819.00	
Rental room user additional setup time	75% of hourly rate up to 5 hrs	as per space	
Rental room user additional setup time	50% of hourly rate up to 10 hrs	as per space	
* Local user groups make regularly scheduled use of THR Recreation Facilities at applicable rates. Local user groups also participate in seasonal scheduling as per THR's Recreation Policy.			
<b>Equipment Rentals</b>			
Portable Stage - daily (10% reduction)	based on 10+ hrs rental	\$ 780.00	
Portable Stage - partial wknd (15% reduction)	based on 20+ hrs rental	\$ 1,473.00	
Portable Stage - full wknd (30% reduction)	based on 30+ hrs rental	\$ 1,819.00	
* Delivery within town limits, setup and takedown of stage included in rental fees.			
Fundraising or non-profit table rental (no offsite delivery)	daily	\$ 20.00	
Chairs (offsite rental, no delivery)	daily	\$ 3.00	
BBQ (no propane supplied) (\$50 deposit)	daily	\$ 150.00	
Flip Chart (on site)	daily	\$ 20.00	
Projector (on site)	daily	\$ 75.00	

**Porritt Landing**

Seasonal Slip	per season	\$ 470.00	
Short Term Docking Slip	daily	\$ 10.00	

**Sponsorship Opportunities**

Arena Dasher Board Signs (>70")	1 year term (renewable annually)	\$ 673.50	/year
Arena Dasher Board Signs (<70")	1 year term (renewable annually)	\$ 335.75	/year
Ice Surface Logo	6 month term (renewable annually)	\$ 378.00	/year
Center Ice Logo	6 month term (renewable annually)	\$ 2,500.00	/year
Zamboni Logos	3 year term (renewable)	\$ 2,340.00	/year
Rec Centre Door Advertisement (double door)	3 year term (renewable)	\$ 2,500.00	/year
Rec Centre Door Advertisement (single door)	3 year term (renewable)	\$ 1,250.00	/year
Rec Centre Door Advertisement (half door)	3 year term (renewable)	\$ 673.50	/year
Trail and greenspace sponsorship	5 year term (renewable)	\$ 1,200.00	/year
Digital Advertisement	per event	\$ 150.00	/event
Digital Advertisement	per season	\$ 400.00	/season