



AGENDA

PUBLIC INPUT

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. DECLARATION OF INTEREST

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

5. MINUTES

- a. Special Meeting of Council – July 7th 2020 – page 2-7

6. BUSINESS ARISING

7. ADMINISTRATIVE ENQUIRIES

8. COMMITTEE REPORTS

- a. Public Works Monthly Report for June – page 8-11
- b. Tourism and Economic Development Report for June – page 12-15
- c. Recreation Monthly Report for June – page 16-19
- d. Emergency Services Monthly Report for June – page 20-23
- e. Excused Absence for Cllr Dohey – page 24

9. NEW BUSINESS

- a. Excused Absence for Cllr Willows – page 25
- b. Updating Signing Authority – page 26-27
- c. Use of RFQ Process – Page 28
- d. Letter of Support for Northwest Territories Association of Communities – page 29
- e. Municipal Services Monthly Report for June – page 30-31

10. BYLAWS

- a. Bylaw 2420 – Mill Rate Bylaw – Third Reading – page 32-34

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)

13. ADJOURNMENT



SPECIAL MEETING MINUTES July 7th, 2020

The Special Meeting of Council was held on Tuesday, July 7th, 2020 at 7:05pm By Video Conference Call

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

Staff: SAO – Glenn Smith, Director of Recreation – Stephane Millette, Director of Protective Services – Ross Potter, Director of Public Works – Mike Auge, Director of Finance – Sam Mugford, Council Administrator – Stacey Barnes

1. CALL TO ORDER:

This Meeting was called to order at 7:05pm with Mayor Jameson presiding.

2. ADOPTION OF AGENDA

#20-159

MOVED BY CLLR DUFORD

SECONDED BY: CLLR CHAMBERS

3. DECLARATION OF INTEREST

There were no declarations of interest at the Special Meeting of Council on Tuesday, July 7th, 2020.

4. NEW BUSINESS

a. Letter of Support

RECOMMENDATION:

#20-160

MOVED BY: CLLR ANDERSON

SECONDED BY: CLLR GROENEWEGEN

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the Persons with Disabilities' application for "Youth Centre Initiatives" for Youth programs.

CARRIED

BACKGROUND:

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A



SPECIAL MEETING MINUTES July 7th, 2020

Other levels of government do not pay property tax however they do pay a “grant in lieu” of tax. Municipal properties are exempt from tax as are a few other properties such as churches, etc.

Property assessments for government land and improvements are categorized according to predominant use property class (e.g. residential, commercial, industrial, institutional, etc.) and calculation of grants in lieu are derived using the same mill rates that apply for taxable properties (by class). Therefore, for the purposes of this paper the revenues earned through grants in lieu are included as a source of revenue derived from property assessments and any recommended increases will apply to properties that are grantable.

The 2020 mill rates are applied to 2019 assessment values to generate the revenue that is approved during the 2020 O&M budget process.

On December 11, 2019, Council approved a targeted 2% increase in property tax revenues, which would equate to a gross increase of \$126,000.

School Tax Levy

The Town of Hay River administers a school tax levy on behalf of the GNWT. School tax is collected and remitted to the GNWT and the rate is set by the GNWT. On March 13, 2020, the Town received notice (see attached) that the school tax levy would be set at 2.27 for 2020. The 2019 school tax levy was 2.23. School tax applies to all taxable property as well as all non-GNWT grantable property.

The School tax levy is applied in the same manner as the municipal levy and is assessed per \$1,000 of value.

Proposed Mill Rate:

Property Class	Municipal Mill Rate	School Tax Levy Rate	Total Mill Rate
01 Residential	12.950	2.27	15.220
02 Commercial	15.600	2.27	17.870
03 Industrial	17.700	2.27	19.970
04 Institutional	34.250	2.27	36.520
05 Urban Other	12.950	2.27	15.220
06 Rural Residential Developed	11.655	2.27	13.925
07 Rural Residential Non-developed	11.755	2.27	14.025
08 Rural Commercial	11.755	2.27	14.025
09 Rural Industrial Developed	11.755	2.27	14.025
10 Rural Industrial Non-developed	11.755	2.27	14.025
11 Rural Agriculture	11.755	2.27	14.025
12 Rural Quarries and Minerals	11.755	2.27	14.025

The revenue to be earned from these proposed rates (excluding school tax which is a flow through to the GNWT) is \$6,454,000. In the case of Class 04- Institutional, very few of the properties under this classification will be charged the Education Mill rate as they are own by the Territorial Government.



SPECIAL MEETING MINUTES July 7th, 2020

COUNCIL POLICY/STRATEGY OR GOAL:

To provide appropriate stewardship of Town assets and finances.

APPLICABLE LEGISLATION, BYLAWS OR STUDIES:

Cities, Towns and Villages Act, S.N.W.T. 2003, c. 22, Sections 107, 108 and 109
Financial Administration By-law 2252/FIN/11
NWT Property and Assessment Tax Act

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2020 Education Mill Rates – Hay River

Prepared by:
Sam Mugford, CPA, CA
Director of Finance and Administration
Date: June 30, 2020

Reviewed by:
Glenn Smith
SAO
Date: July 3rd, 2020

c. EXCUSED ABSENCE

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Dohey from the Special Meeting of Council, Tuesday, July 7th, 2020.

BACKGROUND:

Councillor Dohey has asked to be excused from the Special Meeting of Council, Tuesday, July 7th, 2020

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A



SPECIAL MEETING MINUTES July 7th, 2020

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stacey Barnes
Council Administrator
Date: July 7th, 2020

Reviewed by:

5. BYLAWS

a) Bylaw 2420 – Mill Rate Bylaw – First Reading

#20-163

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

CARRIED

Bylaw 2420 – Mill Rate – Second Reading

#20-164

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

CARRIED

7. ADJOURNMENT

#20-165

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 7:16pm.

CARRIED



SPECIAL MEETING MINUTES July 7th, 2020

Certified Correct as Recorded on the 7th Day of July 2020

These minutes were accepted by motion # _____.

Mayor

Senior Administrative Officer



REPORT TO COMMITTEE

DEPARTMENT: PUBLIC WORKS

DATE: JULY 7, 2020

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR JUNE 2020

RECOMMENDATION:

**MOVED BY: CLLR DUFORD
 SECONDED BY: CLLR WILLOWS**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for June 2020.

BACKGROUND:

Public Works Daily Operations:

Public Works staff continued with regular operations and maintenance 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	Activity
Water & Sewer	Water shut offs and turn ons as requested Water and Sewer inspections of areas of concern Water and Sewer locates as required Meter readings taken Flushing of lines Meter replacements Month end water report
Water & Sewer Facilities	Grading of gravel roads
Roads	Snow clearing work Street sweeping Sign repairs as needed Patching of minor holes in roads
Other	Regular fleet maintenance Funerals Curbside cleanup activities

Landfill Operations:

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



REPORT TO COMMITTEE

DEPARTMENT: PUBLIC WORKS

DATE: JULY 7, 2020

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR JUNE 2020

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

Soil on biotreatment pad was tested and half of the remaining material is good to be removed. Remainder expected to be removed by September.

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. In June, the MVLWB applied for an additional 60-day extension to the Town's existing water licence in order to provide more time to complete the renewal process due to delays associated with COVID-19. The renewal process is now expected to continue until the end of 2020 with a new licence being issued in early 2021.

Capital Projects 2020:

A list of 2020 Capital Projects along with an update of the status of these projects is included below. Any capital projects from 2019 that were not completed have been carried over and are included on this list.

2020 Capital Projects	
Project	Update
Lift Station System Upgrade	Tender for construction awarded to Rowe's construction. Awaiting land acquisition from GNWT Lands.
Fraser Place Development	Geotechnical investigation scheduled to be completed in July with design and clearing work to follow.
Caribou Crescent Water, Sewer, and Drainage	Construction has begun on project. Work expected to continue throughout the month of July.
Water Treatment Plant and Reservoir Roof Upgrades	Project has been completed.
Water Licence Renewal	Ongoing - See Water Licence section
Commercial Water Meter upgrade	Majority of meters have been purchased and a portion have been installed. Remainder to be done as time permits.
Landfill Waste Projects (Tires and others)	Exploring a variety of options for removal of tires from the landfill including local options. Expect work to proceed this year and tires to be removed.
Paradise Road Realignment	Scheduled for summer 2020.



REPORT TO COMMITTEE

DEPARTMENT: PUBLIC WORKS

DATE: JULY 7, 2020

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR JUNE 2020

Lift Station #2 Demolition	Project has been completed.
Sewer Flusher (Equipment)	Tender for this equipment to be finalized and put out for competition this summer.
Beaver Crescent Water, Sewer, and Drainage	Surveying and design to be completed in 2020, construction in 2021.
Riverview Drive Upgrade	Surveying and design to be done in 2020.
Capital Drive Watermain	Design work to be completed in 2020.
Treatment Plant Intake Inspection	Work to take place the week of August 17 - 21, 2020. Working with contractor to ensure COVID procedures are approved and in place prior to project work.
Old Town Hall Demolition	Town Hall has been cleared of items, next steps are to work with consultant on removal of hazardous materials.

Planning:

7 Development Permits and 2 Building Permits have been approved for June 2020. In the month of June 2019, there were 14 Development Permits and 6 Building Permits signed out. The monthly Development and Building report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
June 16/20	B20-005	43 John Mapes Crescent	Construct new stick-built Duplex
June 4/20	D20-035, B20-006	34 Lakeshore Drive	400 SQ. FT. Addition to existing house
June 12/20	D20-036	66 Industrial Drive	Renovate Existing Retail/Warehouse into Hotel/Motel to house (Men's Shelter)
June 19/20	DH20-037	61 Riverview Drive	Ram Janitorial Services
June 11/20	D20-038	51-102 nd Avenue	Hook Power to existing Building
June 17/20	D20-039	4 Wright Crescent	Fence Entire Rear Yard 6 feet in height
June 26/20	D60-040	16 Cameron Crescent	New Stick Built 1383 sq. ft. House c/w attached Garage
June 19/20	D20-041	Lot 2175, Plan 4628 (MacDonald Properties)	New Single-Family Residence

COUNCIL POLICY / STRATEGY OR GOAL:



REPORT TO COMMITTEE

DEPARTMENT: PUBLIC WORKS

DATE: JULY 7, 2020

SUBJECT: PUBLIC WORKS MONTHLY REPORT FOR JUNE 2020

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
July 2, 2020

Reviewed by: Glenn Smith
SAO
July 3, 2020



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JULY 7, 2020

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

RECOMMENDATION:

MOVED BY: CLLR ANDERSON
SECONDED BY: CLLR CHAMBERS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of June 2020.

BACKGROUND:

Tourism Activity:

- On Monday, June 15, 2020 the Visitor Information Centre (VIC) re-opened to the public as the NWT stepped into phase 2 of the Emerging Wisely COVID response. The VIC opened with updated operating procedures that are compliant with requirements of the Office of the Chief Public Health Officer and WSCC
- Worked with Outcrop on the design and marketing plan for the Hay-Cation program. Hay-Cation program has been rolling out over the last two weeks of June. Social media, posters, postcards, radio, Town newsletter, and newspaper advertising will be in full swing by the first few weeks of July. This promotion has so far been well received by locals and visitors from other NWT communities.
- There have been 69 registered visitors from outside of Hay River at the VIC during its two weeks of reopening and since running the Hay-Cation promotion.
- Supplied NNSL and Spectacular NWT with information so that the Town would be included in the Northern Staycation marketing program currently being promoted.
- Worked with Spectacular NWT staff to update their website with local businesses and services.

Economic Development Activity:

- Working with the NWT Conference Bureau & Business Partnerships manager to create flatsheets for accommodations and conference facilities.
- Researched other farmer's market COVID protection plans in the NWT and other provinces. Worked with the West Channel Heritage Society to create a safety protocol program to reopen the Fisherman's Wharf market. Target date for reopening market is July 18th.
- Worked with the Recreation Director to prepare and submit a comprehensive overview of SEED funding to ITI for review. We are awaiting ITI's input and decision on our proposed projects as we continue to move out of pandemic restrictions.

Other Activity:



REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JULY 7, 2020

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

- Procedural manual updated and Visitor Attendant Summer Student trained.
- Worked with GNWT Forestry to provide a place for locals to pick up 700 free white birch seedlings.
- Worked with Recreation Department to receive Summer HEAT applications and to process payment through the VIC POS system.
- Oxbow Trail interpretive signage and highway signage have been printed by Poison Graphics and is awaiting installation.

Key Performance Indicators:

External Funding Success

- Approval of ITI Northern Food Development Program application for food safe flooring at the Fisherman's Wharf Pavilion for \$43,500.





REPORT TO COMMITTEE

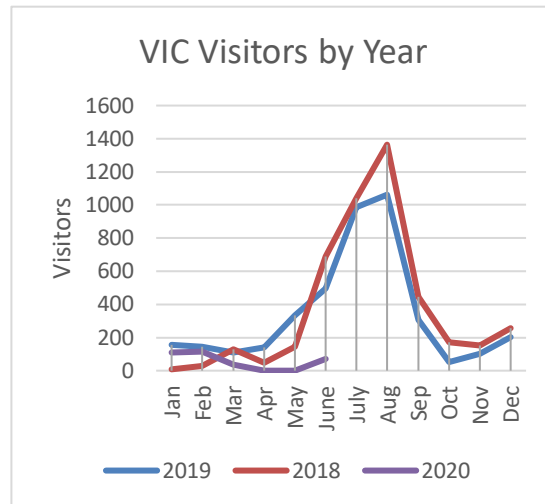
COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JULY 7, 2020

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Visitor Information Centre Visitation

- VIC was closed to the public due to COVID-19 outbreak. Opened on June 15, 2020



Gift Shop Sales

- VIC was closed to the public due to COVID-19 outbreak. Opened on June 15, 2020.





REPORT TO COMMITTEE

COMMITTEE: STANDING COMMITTEE OF COUNCIL **DATE:** JULY 7, 2020

DEPARTMENT: TOURISM AND ECONOMIC DEVELOPMENT

SUBJECT: TOURISM AND ECONOMIC DEVELOPMENT REPORT

Inbound Marketing

- Promotion through social media still remains the focus for marketing. Hay-Cation promotion is creating an added buzz for Hay River and the South Slave communities with the Spectacular NWT Northern Staycation marketing program. Ad in Up Here Magazine.

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. Currently in discussion.
- COVID protocol does not allow tourists to sign the guest book but we are taking down information on where they are from, what brings them here, what are they doing here, etc.

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: June 30, 2020

Reviewed by:
Glenn Smith
SAO
Date: July 2, 2020



REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** July 7th, 2020

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

RECOMMENDATION:

MOVED BY: CLLR CHAMBERS
SECONDED BY: CLLR GROENEWEGEN

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

BACKGROUND:

Recreational Programming

The Community Centre remains closed to the public given restrictions in the GNWT's Emerging Wisely Plan. The Community Centre will remain closed for the foreseeable future because swimming pools are to remain closed to the general public until phase 3 and ice sports like hockey and curling are identified under phase 4. Phases 3 and 4 of the Emerging Wisely Plan do not have dates identified as they are dependent on an expected second wave of COVID-19 in Canada and the development of better testing/methods as well as a vaccine.

The concession contractor did received approval to operate via the Community Hall for take out orders only. Patrons use the Community Hall doors in the back parking lot and have no access to the rest of the building.

The Director of Recreation and Programming staff remain in communication with local sport user groups and community to facilitate return to play initiatives and encourage healthy, active lifestyles in the community. Some local sport groups and Territorial Sport Organizations have received approval for return to play while others have submitted proposals to the GNWT's Chief Public Health Officer. Fall and winter operations at the Community Centre will necessarily be impacted by these communications given the impact on operating costs.

All THR parks and greenspaces were operational through May and June available to the public with COVID appropriate signage reminding residents of physical distancing, hand sanitization and other best practices. Maintenance staff also clean and disinfect the park and playground equipment as per recommendations from the GNWT's Environmental Health Office.

Recreation Programming Statistics



REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** July 7th, 2020

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Monthly statistics unavailable due to COVID restrictions and current closures. Programming is slowly resuming, and some statistics should be available for next report.

User group and programming updates:

- Town of Hay River delivered programming:
 - o Hay River Public Beach statistics being kept by THR Beach Attendants;
 - o Summer Heat: 21 registrants (2 park locations have been selected);
 - o Rotating Parks Program: expected to return un July and August;
 - o Outdoor spin classes: expected to resume in July and August;
 - o Fitness classes at local greenspaces: expected to resume in July and August;
 - o Social Paddle: expected to resume in July and August;

- Local Sport User Groups:
 - o HR Golf Club memberships increased approx. 40% comparable to recent years;
 - o HR Men's Fastpitch has return to play with 2 weekly practices scheduled and 2 tournaments being planned in July;
 - o HR Mixed Slo-pitch has been approved for return to play and expects 5-7 teams with a modified schedule and format;
 - o HR Elk's Soccer has been approved for return to play;
 - o The Hay River Figure Skating Club, Hay River Minor Hockey and Hay River Speed Skating Club have indicated that their respective Territorial Sport Organizations have submitted proposals to the Chief Public Health Officer to request revision of the Emerging Wisely plan.

Aquatics

THR Department of Recreation has partnered with the GNWT's Department of Industry Tourism and Investment to have THR Aquatic staff return to work as lifeguards at the Hay River Territorial Campground beach. A similar partnership was in place in 2016 and this is a good compromise that has THR staff employed and providing a valuable service at the beach.

Beach Attendants duties include, but are not limited to:

- o Monitoring beach capacity;
- o Provide public awareness of COVID restrictions and best practices;
- o Ensure a daily beach count is recorded and submitted to ITI;
- o Monitor waterfront activities and report back daily;
- o Educate waterfront users of safe water use practice and hazards;



REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** July 7th, 2020

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Identify and assess unsafe waterfront use and intervene as needed;

The beach will be supervised 7 days per week from 10:00 am to 7:00 pm and THR attendants will be on duty from June 29 through August 24th.

Communications and cooperation with ITI and GNWT Parks representatives have been very productive and positive. The Lifesaving Society of Alberta, NWT and Nunavut was also contracted to provide training to staff, prepare a staffing manual and ensure compliance with appropriate legislation and national safety standards.

Facilities and Maintenance

Parks and Greenspaces:

- Maintenance:
 - Hanging baskets, planters and greenspaces watered daily;
 - Regular checks, clean up and emptying of garbage cans on TOHR properties;
 - Pick up litter in ditches and in downtown core;
 - Mowing and brushing of THR greenspaces;
 - Coordination and cooperation with Beautification Committee;
 - Seasonal inspections and maintenance as required;
- Improvements:
 - Supporting completion of Wharf Pavilion build via carpentry work and staining of interior and exterior walls;

Outdoor sport fields and assets:

- Maintenance:
 - Seasonal inspections, clean up and removal of graffiti at skate park, Ray Benoit Park and other locations;
 - Weekly maintenance of Glen Smith ball field (2 days/week);
- Improvements:
 - n/a
 - improvement work planned for July/August

Special Events:

- n/a



REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** July 7th, 2020

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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: July 2, 2020

Reviewed by:
Glenn Smith
SAO
Date: July 2, 2020



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES

DATE: JULY 7, 2020

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

RECOMMENDATION:

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

That the Council of the Town of Hay River accepts the Emergency Services Activity Report for June 2020 as presented.

BACKGROUND:

Summary:

The Protective Services Group started back into practical training on June 4th, 2020, following all precautions required to meet COVID – 19 protocols. We were able to do some pump and hose training, which also ended up being beneficial to the Recreation Department as we took the time to wash the skateboard park and all parking areas at the Rec Center. Other training included practical skills involving ladders and fire extinguishers.

June was another busy month for our Emergency Medical Responders, with 51 medical events occurring. Once again, we had occasions where both Ambulances were making responses at the same time.

We are presently working with Rocky Mountain Phoenix (RMP) and Protect NWT to have service people come to Hay River to perform annual maintenance on our Self Contained Breathing Apparatus. We will also have to have a team from RMP to come in to perform pump testing on our apparatus with pumps. Both pump testing and SCBA maintenance are regulated items, so they have to be accomplished this summer.

Meetings:

EMO COVID meetings
Ambulance pre-construction meeting
NWT Fire Chief's Association AGM
#13 Caribou Crescent meeting

During the month of June 414, paid-on-call hours were served by the members of the HRFD for a year to date, a total of 1,729 hours.



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES

DATE: JULY 7, 2020

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

STATISTICS

FUNCTION	JUNE 2018	JUNE 2019	JUNE 2020	JUNE 2018 YTD	JUNE 2019 YTD	JUNE 2020 YTD
Patient Transfers	20	12	30	64	82	113
Medical Emergency Local	17	10	18	67	80	116
Medical Emergency Reserve	0	0	3	7	11	15
Medical Emergency Highway	0	0	1	3	6	6
Medical Emergency Out of Town Patients	2	3	1	7	11	3
Body Transfer	0	0	1	4	5	6
Fires & Rescues	0	4	4	10	14	7
False Alarms	3	1	7	12	13	23
Training	3	6	5	22	23	15
Special Training	2	2	0	7	16	0
Maintenance	3	2	2	21	21	13
Fire Permits	3	0	2	0	15	2
Fireworks Permits	1	0	0	2	3	0



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES

DATE: JULY 7, 2020

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

Public Safety	5	5	2	18	13	9
Inspections	9	8	3	20	39	16

MAINTENANCE

1. All daily/weekly/monthly maintenance activities were completed.
2. Tender 1: repair a tank fill valve, service all master drains and cables.
3. Engine 2: remove belly pans and fix auto drain on the trash line. Re-install belly pans.
4. Rescue 5: Full service, diagnose emergency lights that are beyond repair new lights and controller required.
5. Full-service Medic 1, a problem with rear suspension diagnosed, parts on order.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
 Ross Potter
 Director Protective Services/Fire Chief

Reviewed By:
 Glenn Smith
 Senior Administrative Officer



REPORT TO COMMITTEE

COMMITTEE: MUNICIPAL SERVICES

DATE: JULY 7, 2020

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

Date: July 3, 2020

Date: July 3, 2020



STANDING COMMITTEE OF COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: July 7th, 2020

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Dohey from the Standing Committee of Council, Tuesday, July 7th, 2020.

BACKGROUND:

Councillor Dohey has asked to be excused from the Standing Committee of Council, Tuesday, July 7th, 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:
Stacey Barnes
Council Administrator
Date: July 7th, 2020

Reviewed by:



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: July 14th, 2020

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Willows from the Regular Meeting of Council, Tuesday, July 14th, 2020.

BACKGROUND:

Councillor Willows has asked to be excused from the Special Meeting of Council, Tuesday, July 14th, 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:
Stacey Barnes
Council Administrator
Date: July 10th, 2020

Reviewed by:



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: July 14th, 2020

SUBJECT: BANK SIGNING AUTHORITY

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints the following Council and Administrative representatives as bank signing authorities: Mayor Kandis Jameson, Deputy Mayor Robert Bouchard, Senior Administrative Officer Glenn Smith, Director of Finance and Administration Sam Mugford, and Director of Public Works Mike Auge.

BACKGROUND:

Bank signing authorities are required in order to meet the Town's obligations under the Signing Authorities Bylaw and the *Cities, Towns and Villages Act*.

From Council, the recommended signing authorities are the Mayor and Deputy Mayor. From Administration, the recommended signing authorities are the SAO, Assistant SAO and the Director, Finance and Administration.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Cities, Towns & Villages Act, S.N.W.T. 2003, c.22
Signing Authorities Bylaw No. 1764/LEG/00

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: July 14th, 2020

SUBJECT: BANK SIGNING AUTHORITY

Prepared by:
Sam Mugford, CPA, CA
Director of Finance
Date: July 14th, 2020

Reviewed by:
Glenn Smith
Senior Administrative Officer
Date: July 14th, 2020



REPORT TO COUNCIL

DEPARTMENT: Public Works

DATE: July 14th, 2020

SUBJECT: Asphalt Patching Program 2020

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the use of the RFQ process for the 2020 Asphalt Patching Program.

BACKGROUND:

Each year from 2017 to 2019 the Department of Public Works has used the RFQ Process to seek pricing on asphalt patching per sq. meter. This was found to be the best practice versus the tendering process as there are too many unknowns with historical asphalt in place. It was noted that areas of Town had variable depths of asphalt (up to 8") that had to be removed thus making difficult to specifically Tender areas for repair, this was also the case for the base aggregate as some areas had 3"-4" pit run aggregate as a base versus the industry standard ¾ crushed base aggregate.

COUNCIL POLICY / STRATEGY OR GOAL:

To seek the best overall value and solution for infrastructure repair projects.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaw 2388 Procurement Bylaw and Policy

FINANCIAL IMPLICATIONS:

Asphalt Patching was approved in the 2020 O/M Budget Process.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Mike Auge
Director, Public Works
July 10th, 2020

Reviewed by:
Glenn Smith
SAO
July 10th, 2020



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION **DATE:** July 14, 2020

SUBJECT: LETTER OF SUPPORT FOR NORTHWEST TERRITORIES
ASSOCIATION OF COMMUNITIES

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting “The Drug Experience” workshop offered to Youth in Hay River in August 2020.

BACKGROUND:

Over the past year, the NWTAC has partnered with Western Arctic Moving Pictures and Western Arctic Moving Pictures to offer The Dope Experience, a health education workshop geared towards youth aged 12 and older about alcohol, drugs and mental health. The Dope Experience is a unique, NWT created workshop that teaches students how to use art and media to cope with emotions and delivers important messaging about reducing harms caused by drugs and alcohol. Participating students enjoyed the innovative approach to health education and the response has been overwhelmingly positive - from students, teachers and community leaders.

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
July 10th 2020

Reviewed by:
Glenn Smith
Senior Administrative Officer
July 10th, 2020

REPORT TO COMMITTEE



COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** JULY 14, 2020
DEPARTMENT: PROTECTIVE SERVICES
SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for June, 2020 as presented.

BACKGROUND

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	OFFENCES	WARNINGS	SHELTER	FINES	TOWED	RETURNED TO OWNER
Animal Control Bylaw								
Animal Abuse								
Barking Dogs								
Dog Attack								
Dog Bites								
Loose Cat	1							
Loose Dogs	1			1				
Sled Dog Complaints								
Business License								
No Business License								
Traffic Bylaw								
Vehicle Parking	5	1		3			1	
Trailer Parking								
ATV	1	1						
Misc								
Unightly Bylaw								
Overgrown Trees								
Long Grass & Weeds	90 +							
Miscellaneous								
Garbage								
Development Related								
Infringing on Property								
Development No Permit	1	1						

Unightly Properties: 90 +

The Director, Protective Services is presently acting as the Bylaw Enforcement Officer due to a shortage of staff. Patrols have been reduced from the 2 patrols per day, but we are still responding to complaints. We are actively working on filling the position so that we can provide full services once again.

REPORT TO COMMITTEE



COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** JULY 14, 2020

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

The Director of Protective Services and the Assistant Senior Administrative Officer did a tour in the new town and identified 90 + properties that were unstightly due to overgrown grass and weeds. A posting was put on Social Media which generated a flurry of activity where individuals cleaned up their yards. We will continue to monitor the situation and put out warnings if required.

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 July 6, 2020

Reviewed By:

Glenn Smith
Senior Administrative Officer
Date:

**BY-LAW NO. 2420
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 FOR THE ESTABLISHMENT OF A MUNICIPAL AND EDUCATION MILL RATE, PASSED PURSUANT TO SECTION 76 OF THE PROPERTY ASSESSMENT AND TAXATION ACT, BEING CHAPTER P-10, OF THE REVISED STATUTES OF THE NORTHWEST TERRITORIES 1988.

WHEREAS, the Council of the Municipal Corporation of the Town of Hay River, in the Northwest Territories, deems it to be in the public interest and is required by the provision of the Property Assessment and Taxation Act to establish Mill Rates for Municipal and School purposes; and

NOW THEREFORE, the Council of the Town of Hay River, at a duly assembled meeting enacts as follows:

1. That this bylaw may be cited as the "2020 Mill Rate Bylaw";
2. Except as herein specifically defined, the words and expressions used in this y-law shall have the same meaning as in the Interpretations Act, the Cities, Towns and Villages Act, and the Property Assessment and Taxation Act, as the case may be.
3. That assessed property in the Town of Hay River, liable to taxation and in respect of which grants-in-lieu of taxes may be paid, shall be liable for taxation and grants-in-lieu of taxes as follows:

Property Class	Municipal Mill Rate	Education Mill Rate	Total Mill Rate
01 Residential	12.950	2.27	15.220
02 Commercial	15.600	2.27	17.870
03 Industrial	17.700	2.27	19.970
04 Institutional	34.250	2.27	36.520
05 Urban Other	12.950	2.27	15.220
06 Rural Residential Developed	11.655	2.27	13.925
07 Rural Residential Non-developed	11.755	2.27	14.025
08 Rural Commercial	11.755	2.27	14.025
09 Rural Industrial Developed	11.755	2.27	14.025
10 Rural Industrial Non-developed	11.755	2.27	14.025
11 Rural Agriculture	11.755	2.27	14.025
12 Rural Quarries and Minerals	11.755	2.27	14.025

4. The minimum tax levy in respect of any assessed property in the Town of Hay River shall be ONE HUNDRED DOLLARS AND NO CENTS (\$100.00).
5. A property owner may pay the early discount payment amount in full satisfaction of the 2020 property tax assessment for that property if payment is received by the

BY-LAW NO. 2420
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

Town on or before the deadline specified in the Tax Notice.

6. An early payment discount of TWO PERCENT (2%) shall apply to the municipal portion of 2020 taxes payable pursuant to this By-law if:
 - a) all of the taxes levied for the property (including School Taxes levied under section 8 of this bylaw) for 2020; and
 - b) any outstanding taxes, interest, penalties or collection costs owing from any prior taxation year,

are received by the Town on or before the discount deadline date specified in the Tax Notice.

7. Taxes are due and payable in full within SIXTY (60) DAYS of the date of mailing of the Tax Notices.
8. Any taxes remaining unpaid after SIXTY (60) DAYS from the date of mailing of the Tax Notice, a penalty of ONE POINT FIVE PERCENT (1.5%) of the unpaid balance of taxes owing will be added on the first day of the month following the expiration of the SIXTY (60) DAYS and a further ONE POINT FIVE PERCENT (1.5%) of the unpaid balance of the taxes owing on the first day of each and every calendar month thereafter, so long as the taxes remain unpaid.

READ A FIRST TIME this day of , 2020.

Mayor

READ A SECOND TIME this day of , 2020.

Mayor

BY-LAW NO. 2420
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

READ A THIRD AND FINAL TIME this day of , 2020.

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the Property Assessment and Taxation Act, R.S.N.W.T., 1988, C.P-10.section 76 and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2020.

Senior Administrative Officer