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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**

- a. Shop Local Day Declaration – page 2

**5. COUNCILLOR LIAISON REPORT**

- a. Council Committee Reports

**6. ADMINISTRATIVE ENQUIRIES**

**7. DELEGATION**

- a. Pine Point Project Update

**8. NEW BUSINESS**

- a. Tourism and Economic Development Report for July – page 3-6
- b. Recreation Monthly Report for July – page 7-10
- c. Emergency Services Monthly Report for July – page 11-13
- d. Municipal Services Monthly Report for July 14-15
- e. Asset Disposal Report – page 16-18

**9. IN CAMERA**

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

**10. ADJOURNMENT**



**HAY RIVER**  
*Chamber of Commerce*

PO Box 4433  
Hay River, NT X0E 1G3  
Phone: (867) 874-2565  
Fax: (780-669-5642  
info@hayriverchamber.com

**July 13, 2020**

**Hay River Chamber of Commerce Shop Local Day**  
**August 21, 2020**

BE IT KNOWN to whom these presents do concern;

WHEREAS, the Council Members of the Town of Hay River agree that the 21st day of August, 2020 to be designated as Shop Local Day; and

WHEREAS, Shop Local Day recognizes the importance of shopping local in the Town of Hay River and the Northwest Territories; and

WHEREAS, Hay River's local businesses help preserve the uniqueness of the community we call "home" and give us a sense of place; and

WHEREAS, Hay River's small businesses give back to our communities in goods, services, time and talent; and

WHEREAS, Hay River's small businesses enrich community members' shopping experience with their knowledge and passion, and

WHEREAS, the purpose of this day is to raise awareness in the community of the importance of shopping local. NOW THEREFORE, I, Kandis Jamieson, Mayor of the Town of Hay River, by the power vested in me, do hereby proclaim August 21, 2020 as Hay River Chamber of Commerce Shop Local Day in the Town of Hay River.

IN WITNESS WHEREOF, I have hereunto I set my hand and caused the Seal of the Town of Hay River to be affixed this \_\_\_\_\_



# REPORT TO COMMITTEE

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**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** AUGUST 4, 2020

**DEPARTMENT:** TOURISM AND ECONOMIC DEVELOPMENT

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

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## RECOMMENDATION:

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

## BACKGROUND:

### Tourism Activity:

- Hay-Cation program tied to the NWT Tourism Staycation marketing in full deployment. Worked with Outcrop on creating and approving radio and newspaper ads that launched in the first few weeks of July. Completed interviews with Cabin Radio, Moose FM and Up Here Magazine to promote the Hay-Cation program. Posted regular social media posts for our Hay-Cation program
- Responded to quite a few social media messages and emails regarding interest from people in other NWT communities on what activities and adventures were available in Hay River.
- Provided photos of a few restaurants and facilities for Spectacular NWT's China marketing to feather Hay River as a tourist destination once travel is allowed.
- There has been traffic at VIC from other communities coming to vacation; there has been 72 visitors come into the VIC during July (YK – 58, Ft. Liard – 1, Ft. Smith – 4, Ft. Resolution – 2, Nova Scotia – 2, Alberta – 1, Newfoundland - 3). Out of Territory visitors were compliant with COVID-19 requirements.
- Set markers on the highway for the installation of our billboard and amenities signs. The signs have been approved by the GNWT Ministry of Transportation and the Village of Enterprise.

### Economic Development Activity:

- Worked with the Fisherman's Wharf Pavilion contractors to ensure that the COVID-19 safety plan submitted to EHO would be implemented. Opening day of the Fisherman's Wharf will be on Saturday August 1, 2020.
- Prepared and submitted a SEED funding proposal for marketing and promotions of our Hay-Cation program, creation of a recreation guide, conference package, tourism itineraries and purchasing photo licenses for marketing. Funding proposal was approved by ITI.

### Other Activity:

- Provided Trans Canada Trail with a progress report for the work on the Oxbow Trail and installation of interpretive signage. Extremely wet conditions have not allowed the installation of some signage.



# REPORT TO COMMITTEE

**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** AUGUST 4, 2020

**DEPARTMENT:** TOURISM AND ECONOMIC DEVELOPMENT

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

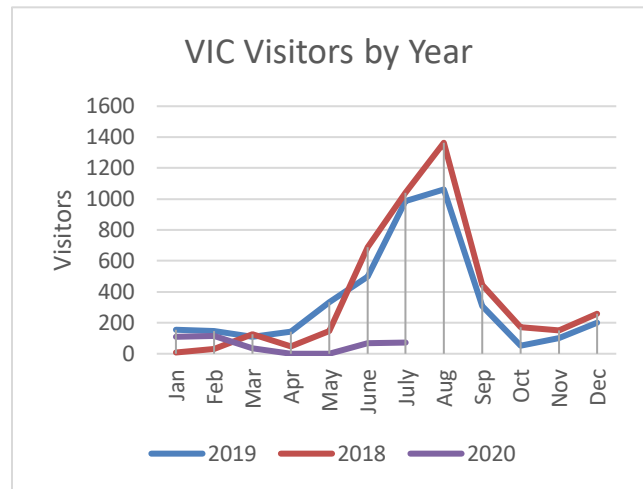
## Key Performance Indicators:

### External Funding Success

- Approval of ITI SEED funding application for Hay-Cation and tourism marketing for \$22,000.



### Visitor Information Centre Visitation





# REPORT TO COMMITTEE

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**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** AUGUST 4, 2020

**DEPARTMENT:** TOURISM AND ECONOMIC DEVELOPMENT

**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

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## *Gift Shop Sales*



### ***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.

### ***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 guestbook 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



# REPORT TO COMMITTEE

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**COMMITTEE:** STANDING COMMITTEE OF COUNCIL      **DATE:** AUGUST 4, 2020  
**DEPARTMENT:** TOURISM AND ECONOMIC DEVELOPMENT  
**SUBJECT:** TOURISM AND ECONOMIC DEVELOPMENT REPORT

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**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Peter Magill  
Tourism and Economic Development Coordinator  
Date: July 30, 2020

**Reviewed by:**  
Glenn Smith  
SAO  
Date: July 30, 2020



# REPORT TO COMMITTEE

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** August 4<sup>th</sup>, 2020

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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**RECOMMENDATION:**

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

Further facility and operational updates:

- concession contractor continues to operate via the Community Hall for take-out orders only;
- THR parks and greenspaces remain operational with COVID appropriate signage and disinfection;
- Keith Broadhead park ball diamonds are maintained weekly for the Hay River Mixed Slopitch League and Hay River Men's Fastpitch;
- Hay River Public beach remains open with THR Aquatic staff on site 7 days per week;
- Porritt Landing Marina remains open though some retaining wall repairs are needed;
- Fisherman's Wharf pavilion is near completion with an expected opening date of August 1<sup>st</sup>;

The Director of Recreation and Programming staff remain in communication with local sport user groups and community partners to facilitate return to play initiatives and encourage healthy, active lifestyles in the community. Local ice sport representatives will be submitting return to play plans in August with hopes of hitting the ice in October. The Department of Recreation will also be submitting a reopening plan for most spaces of the Community Centre. Dates and details will be determined via communications with GNWT Environmental Health representatives and regular user groups to ensure cost recovery on operations.



## REPORT TO COMMITTEE

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** August 4<sup>th</sup>, 2020

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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### Recreation Programming Statistics

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 Summer Heat: 21 registrants, plus as and when from waiting list when possible;
  - o Outdoor spin classes: registrations met minimums, stats to be available in Aug;
  - o Fitness classes at local greenspaces: registrations met minimums, stats to be available in Aug;
  - o Meditation at the Beach: resumed in July, stats to be available in August;
  - o Social Paddle: expected to resume in August;
  - o Canada Day car parade and celebration organized by THR on July 1<sup>st</sup>;
  - o Water Smart Community Beach day: scheduled for August 8<sup>th</sup>;
  - o Junior Lifeguard Club and Bronze level swimming lessons: expected in August;
  
- Local Sport User Groups:
  - o HR Golf Club: memberships increased approx. 40% comparable to recent years;
  - o HR Men's Fastpitch: 2 weekly practices and 2 local tournaments hosted in July;
  - o HR Mixed Slopitch: 6 league teams with a modified schedule and format;
  - o HR Elk's Soccer: returned to play with 2 weekly practices in July;
  - o Initial scheduling meeting held with Hay River Figure Skating Club, Hay River Minor Hockey, Hay River Speed Skating Club and local adult hockey groups;
    - Meetings to be held every 2 weeks until return to play;

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### **Aquatics**

THR Department of Recreation's beach attendant partnership with the GNWT's Department of Industry Tourism and Investment is a great success at the Hay River Territorial Campground beach. Positive feedback is frequent and staff from both parent organizations seem satisfied with coordination.

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

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** August 4<sup>th</sup>, 2020

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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

The beach continues to be supervised 7 days per week from 10:00 am to 7:00 pm and THR attendants will be on duty until August 24<sup>th</sup>.

Communication and coordination between Aquatic staff, Maintenance staff and local contractors has resumed to ensure start up time will be minimal when the NWT moves to Phase 3 of the *Emerging Wisely* plan.

Job postings were advertised for the Aquatic Supervisor, Senior Lifeguard and Lifeguard positions. Postings were open until July 31<sup>st</sup> with interviews to be scheduled shortly thereafter. Further Covid-19 updates are needed from the GNWT's Environmental Health office to confirm staffing need in the fall.

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### 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 and highway ditches;
  - Coordination and cooperation with Beautification Committee;
  - Weekly greenspace and building inspections, with maintenance as required;
  - Support Summer Heat and outdoor fitness classes;
  - Weekly janitorial service at Community Centre;
  - Weekly maintenance of Glenn Smith ball field (4 days/week);
- Improvements:
  - Supporting completion of Wharf Pavilion build via carpentry work and staining of interior and exterior walls;
  - Investigation and application for permits required for Porritt Landing retaining wall repairs;
  - Aquatic Centre steam room exhaust system upgrades;
  - Funding application submitted to Arctic Energy Alliance for pool pump upgrades and conversion of lighting to LED;
  - Trail improvement project resumed via partnership with the NWT Metis Nation and Hay River Metis Government Council:
    - 2020 priorities:



# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** August 4<sup>th</sup>, 2020

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Complete installation of 2019 trailhead and interpretive signage;
- Brushing and clean up of 2 trailhead sites;
- Remove dangerous trees and hazards along new town trails;
- Improve connection or airport trail to Oxbow trailhead on 105<sup>th</sup> st;

## 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 30, 2020

**Reviewed by:**  
Glenn Smith  
SAO  
Date: July 31, 2020



# STANDING COMMITTEE TO COUNCIL

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DEPARTMENT: PROTECTIVE SERVICES

DATE: AUGUST 4, 2020

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

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## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Emergency Services Activity Report for July 2020 as presented.**

## BACKGROUND:

### Summary:

The Protective Services group had another busy month with a total of 59 emergency responses that were either medical or fire-related. The agility of the department continues to be tested with multiple responses happening at the same time. It has become commonplace for both ambulances to be out on responses at the same time, but this month during a serious structure fire, we also had an ambulance call and a false alarm, all of which were responded to with no delays.

We had Rocky Mountain Phoenix service all the town's SCBA and the Fire Department's SCBA Compressor. We worked with Protect NWT to make this happen as the service technician had to come from Alberta.

This month practical training was focused on NFPA 1001 skills and included Drags and Carries, Forcible Entry and Search and Rescue. All the students that participated were extremely engaged and performed very well.

### Meetings:

Hospital Meeting  
Protective Services Specialist Interviews

During July 312, paid-on-call hours were served by the members of the HRFD for a year to date, a total of 2,082.5 hours.

**STATISTICS** *note statistics are from July 1 to July 27, 2020*



# STANDING COMMITTEE TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: AUGUST 4, 2020

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

FUNCTION	JULY 2018	JULY 2019	JULY 2020	JULY 2018 YTD	JULY 2019 YTD	JULY 2020 YTD
Patient Transfers	8	11	16	90	82	129
Medical Emergency Local	21	20	20	101	93	136
Medical Emergency Reserve	0	0	3	11	10	18
Medical Emergency Highway	0	1	0	6	2	6
Medical Emergency Out of Town Patients	0	0	8	11	7	11
Body Transfer	0	0	0	5	3	6
Fires & Rescues	1	2	3	15	10	10
False Alarms	5	2	9	18	12	32
Training	4	4	3	27	31	15
Special Training	0	7	0	16	19	0
Maintenance	5	4	2	26	25	15
Fire Permits	1	0	1	16	6	4
Fireworks Permits	0	0	1	3	0	1
Public Safety	7	5	1	20	16	2
Inspections	8	4	1	47	60	17



# STANDING COMMITTEE TO COUNCIL

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: AUGUST 4, 2020**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

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## **MAINTENANCE**

1. All daily/weekly/monthly maintenance activities were completed.
2. Medic 1 link in rear suspension repaired.
3. Full-service Engine 2
4. SCBA inspected and serviced as required.
5. SCBA air compressor serviced.

### **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

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**Prepared by:**  
Ross Potter  
Director Protective Services/Fire Chief  
Date: July 28, 2020

**Reviewed By:**  
Glenn Smith  
Senior Administrative Officer  
Date: July 31, 2020



# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: AUGUST 4, 2020

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

**RECOMMENDATION:**

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

**BACKGROUND**

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	OFFENCES	WARNINGS	SHELTER	FINES	TOWED	RETURNED TO OWNER	CLEANED UP
<b>Animal Control Bylaw</b>									
Animal Abuse									
Barking Dogs	1			1					
Dog Attack									
Dog Bites	2			2					
Loose Cat									
Loose Dogs	1	1							
Sled Dog Complaints									
<b>Business License</b>									
No Business License									
<b>Traffic Bylaw</b>									
Vehicle Parking	1						1		
Trailer Parking									
ATV									
Misc									
<b>Unightly Bylaw</b>									
Overgrown Trees									
Long Grass & Weeds	14			14					9
Miscellaneous									
Garbage									
<b>Development Related</b>									
Infringing on Property									
Development No Permit	2	2							
<b>Fire Prevention Bylaw</b>									
Burn Garbage									
Smoke									
<b>Porritt Landing</b>									
Vessel Parking Issues									
<b>Snow Removal</b>									
Not Clearing Sidewalks									
Dumping Snow on Neighbors Property									



# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: AUGUST 4, 2020

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

## Unsightly Properties: 5

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.

<b>COUNCIL POLICY / STRATEGY OR GOAL:</b>	
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N/A

<b>APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:</b>
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Bylaws as applicable

<b>FINANCIAL IMPLICATIONS:</b>
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N/A

<b>ALTERNATIVES TO RECOMMENDATIONS:</b>
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N/A

<b>ATTACHMENTS:</b>
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N/A

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**Prepared by:**

Ross Potter  
Director, Protective Services  
Date July 28, 2020

**Reviewed By:**

Glenn Smith  
Senior Administrative Officer  
Date: July 31, 2020



# REPORT TO COMMITTEE

**DEPARTMENT:** ADMINISTRATION **DATE:** August 4<sup>th</sup>, 2020

**SUBJECT:** DISPOSAL OF ASSETS

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approve the disposal, through auction of various Town assets as per our Procurement Bylaw 2388.**

## BACKGROUND:

Administration has identified several assets that have reached end of life, are beyond reasonable repair, are no longer safe for operation, or are no longer part of an equipment standard for the Town. Most of the assets are cluttering limited facilities.

Assets sent to local auction will be in accordance with Bylaw 2388 Procedure Bylaw and Policy and will be removed with consideration of environmental, safety and operational regulations and risks.

## COUNCIL POLICY / STRATEGY OR GOAL:

N/A

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaw 2388 Procedures Bylaw and Policy

## FINANCIAL IMPLICATIONS:

Estimated revenue through auction to be less than \$25,000 in total

## ALTERNATIVES TO RECOMMENDATIONS:

Keep assets; scrap all assets; donate assets.

## ATTACHMENTS:

Asset Disposal Form – Recreation

**Prepared by:**  
Stacey Barnes  
Council Administrator  
Date: July 31, 2020

**Reviewed by:**  
Glenn Smith  
Senior Administrative Officer  
Date: July 31, 2020





**Asset Redeployment/Disposal Form**

**Date:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Contact:** \_\_\_\_\_

**Telephone/Ext:** \_\_\_\_\_

**Item Description:** (include quantity, manufacturer, model #, serial #, and brief description of each item)

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**Recommended for:**

- |                                       |                                   |                                  |   |
|---------------------------------------|-----------------------------------|----------------------------------|---|
| <input type="checkbox"/> Redeployment | <input type="checkbox"/> Trade-in | <input type="checkbox"/> Sale    | <input type="checkbox"/> Used for Parts |
| <input type="checkbox"/> Scrap        | <input type="checkbox"/> Donation | <input type="checkbox"/> Storage | <input type="checkbox"/> Unknown        |

**Condition:**

- Excellent/good     Fair     Poor/Beyond repair     Stolen     Potentially hazardous\*

**Reason for Redeployment/Disposal**

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**Requested by:** \_\_\_\_\_  
Department Manager

**Date:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_  
Senior Administrative Officer

**Date:** \_\_\_\_\_

**Approved by Council Motion Number:** \_\_\_\_\_

Recreation Assets for Disposal - July 31st

Item #	Quantity	Description	Manufacturer	Model #	Asset Tag #	Condition	Sale or Scrap	Est Market Value
1	5	Metal Hockey Nets				Fair	Sale	\$100.00
2	37	LED Liights				Fair	Sale	\$18,500.00
3	1	Inflatable Paintball Course				Fair	Sale	\$500.00
4	1	CO2 Tank				Fair	Sale	\$50
5	17	Paintball Guns				Fair	Sale	\$500.00
6	16	Boxes of Paintballs (2000ea)				Fair	Sale	\$200.00
7	2	Milk crates of Paintball Accessories				Fair	Sale	\$100.00
8	12	Paintball air tanks				Fair	Sale	\$50.00
9	15	Paintball Masks				Fair	Sale	\$200.00
10	3	Concrete Garbage Cans				Fair	Sale	\$100.00
11	1	8ft Truck Canopy				Fair	Sale	\$100.00
12	1	Furance unit				Fair	Sale	\$500.00
13	1	Hockey Score Board				Fair	Sale	\$800.00
14	1	Floor Machine	Encore			Fair	Sale	\$200.00
<b>Total Market Value</b>								<b>\$21,900.00</b>