



AGENDA

PUBLIC INPUT

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. DECLARATION OF INTEREST

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

5. ADOPTION OF MINUTES

- a. Regular Meeting of Council – March 15th, 2021 – page 2-29
- b. Special Meeting of Council – March 22nd, 2021 – page 30-36

6. INFORMATION ONLY

- a. Recreation Committee Minutes – February 16th, 2021 – page 37-38
- b. Recreation Committee Minutes – February 19th, 2021 – page 39-40

7. ADMINISTRATIVE ENQUIRIES

8. NEW BUSINESS

- a. 2021 Land Incentive Program – page 41-42
- b. Letter of Support for Hay River Committee for Persons with Disabilities – page 43-46
- c. Letter of Support for Fort Simpson Metis Nation – page 47-48
- d. Report to Council for Bylaw 2425 Taxi Bylaw – page 49-78
- e. O&M Funding Agreement Report – page 79
- f. Water and Sewer Contribution Agreement Report – page 80

9. BYLAWS

- a. Bylaw 2425 – Taxi Bylaw – First and Second Reading – page 81-102
- b. Bylaw 1812 – Fraser Place Rezone – Third and Final Reading – page 103-105
- c. Bylaw 2426 – Disposal of Land Bylaw – First and Second Reading – page 106-109

10. IN CAMERA

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

11. ADJOURNMENT



REGULAR MEETING MINUTES March 15th, 2021

The Regular Meeting of Council was held on Monday, March 15th, 2021 at 6:30pm By Video Conference Call

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

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

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#21-074

MOVED BY CLLR WILLOWS

SECONDED BY: CLLR DUFORD

Add Cllrs Chambers and Dohey to 8a) Excused Absence

3. DECLARATION OF INTEREST

There were no declarations of interest for the Regular Meeting of Council, Monday, March 15th, 2021

4. ANNOUNCEMENTS, AWARDS & PRESENTATIONS

There were no Announcements, Awards or Presentations for the Regular Meeting of Council, Monday, March 15th, 2021

5. ADOPTION OF MINUTES

a. Regular Meeting of Council – February 22nd, 2021

#21-075

MOVED BY: DEPUTY MAYOR BOUCHARD

SECONDED BY: CLLR WILLOWS

CARRIED

b. Special Meeting of Council – February 24th, 2021

#21-076

MOVED BY: CLLR DUFORD

SECONDED BY: DEPUTY MAYOR BOUCHARD

CARRIED



REGULAR MEETING MINUTES March 15th, 2021

6. ADMINISTRATIVE ENQUIRIES

Director of Finance – Sam Mugford

- Reminder that Business Licenses are due March 31st
- Board of Revision was on March 10th. We are now on track to levy the property taxes in May
- 2021 Utility rates will be going to the Finance Committee next week
- Year end audit is almost completed. Will take to the Finance Committee in April

Director of Protective Services – Ross Potter

- Breakup Preparations are underway
- Installing EMO equipment this week
- Lake is 2-3 feet higher than normal, and the river is still high. Will do ice measurements mid-April

Deputy Mayor – When does the information packages go out to residents?

Potter – Working on a meeting and the packages over the next little while

SAO Smith – had our first planning meeting last week, things are well underway

Director of Recreation – Stephane Millette

- First swim lessons are advertised and now open to register
- Swim Club is now resuming
- Increase in family swim times
- Youth programming coming back during spring break for full days
- Once ice is removed there will be multisport drop in
- Submitted a plan to the CPHO for an increase of people on the ice surface and for the use of the Community Centre as an Evacuation Centre in case of breakup flooding
- Approved from the Canada Healthy Community for a Vale Island Multiuse Area as part of the capital plan
- Working on final reporting for March 31st
- Recreation Committee meeting on Tuesday at lunch

Deputy Mayor – What cheque did the Town receive at the community centre?

Millette – Mackenzie Recreation Association awarded the Town \$4000 for a Community healthy bingo

Deputy Mayor Bouchard – Garbage bins on the airport road at the off-lease dog area are overflowing.

Millette – It will be cleaned up tomorrow

Director of Public Works – Mike Auge

- Snow removal in the downtown core on Tuesday morning
- Warmer temperatures are coming this week to help with snow melt
- Water intake inspection has been completed. Waiting for the report
- Fraser Place meeting on Wednesday at 7pm at the Royal Canadian Legion

Cllr Duford – Many Driveways are too high after recent snow plowing

Deputy Mayor Bouchard – Breakup Preparedness regarding boil water in place yet?

Auge – will be coming up with a plan with SAO Smith



REGULAR MEETING MINUTES March 15th, 2021

SAO – Glenn Smith

- Spectacular NWT and Cabin Radio did a promotional video last week – watch for it
- Policy Committee meeting this Thursday
- Website refresh project is underway
- Community Plan amendment for Vale Island once we consult the Indigenous Governments
- Housing workshop tomorrow afternoon
- GNWT has a meeting coming up for the NWT liquor legislation
- Working with the HR Manager for recruitment into the Director of Protective Services

7. COMMITTEE REPORTS

a. Tourism and Economic Development Report for February

RECOMMENDATION:

#21-077

**MOVED BY: CLLR GROENEWEGEN
SECONDED BY: CLLR WILLOWS**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of February 2021.

CARRIED

BACKGROUND:

Tourism Activity:

Tourism and Economic Development Committee:

- Committee met February 25th with three newly appointed members in attendance.
- Agenda items included:
 - THR's Greenspace Revitalization Plan;
 - Community Tourism Coordinator 2019-21 final report for ITI;
 - Community Tourism Coordinator application for 2021-23 ITI funding;
 - NWT Tourism promotional documents (drafts for input):
 - *Experience the Hub* itinerary
 - *Let's Meet in the Hub* conference packages
 - Progress report on 2020-21 communities from following planning documents:
 - THR Tourism Plan;
 - THR Marketing Plan;
 - THR Strategic Plan;

Facilities and attractions:

- Fisherman's Wharf Pavilion sign installed as part of GNWT Community Access Program funding.



REGULAR MEETING MINUTES March 15th, 2021

- Fisherman's Wharf Pavilion rental and contract agreements revised for the new facility, with objective to encourage and diversify opportunities, outside of the traditional season and current weekly market format.
- Highway wayfinding sign designs completed for Hay River Heritage Museum and Fisherman's Wharf Pavilion – installation expected in coming months.
- CanNor 2021-24 Expression of Interest application submitted for Bob McMeekin Chamber Park – 3-year revitalization project.

Marketing, Promotion and Networking:

- Hay River activities, adventures, attractions, daytrips, community information and business listings submitted to Spectacular NWT for staycation promotional emails and postings.
- T&ED Coordinator awarded a one-on-one consultation with the Culinary Tourism Alliance to assist in the creation of programming with interested local businesses.
- Ongoing cooperation with Fort Providence Recreation Coordinator and the Hamlet of Fort Resolution to support growing South Slave Region tourism.
- Radio Canada *Eye on the Arctic* February blog regarding tourism during the pandemic interview with the T&ED Coordinator <https://www.rcinet.ca/eye-on-the-arctic/2021/02/10/a-northern-town-tries-the-staycation-arctic-tourism-and-the-pandemic-ep-3/>.
- NWT Conference Bureau 2-minute video to promote sport tourism has been released and can be viewed at <https://youtu.be/izAMfhpOBd4>.

Economic Development Activity:

- ITI Tourism Product Diversification Marketing Program Expression of Interest received initial approval. Final application to be submitted for a wayfinding signage project in early March.
- T&ED Coordinator attended the NWT Chamber Osisko Webinar report on Pine Point Mine development and expected timelines for activation of the mine.
- T&ED Coordinator and SAO attended online Hay River Chamber of Commerce annual general meeting. THR's Greenspace Revitalization Plan was presented by the SAO.
- Economic development stakeholder consultation sessions being planned for March and June 2021 – as per THR Strategic Plan commitments for 2020/2021.

Other Activity:

- THR awarded a tutorial session with the NWT Tourism Social Media Courses being taught by Outcrop Communications. Sessions offer three seats and will begin in March.
- FoodCycler funding from ENR approved. The pilot project partnership with the Senior Society expected to launch in March.



REGULAR MEETING MINUTES March 15th, 2021

- THR's Greenspace Revitalization Plan and summary of progress toward Tourism Marketing Plan commitments made to the Hay River Heritage Museum board.
- Submitted final aquatics, recreation information and photographs for the creation of a recreation guide. The proof is expected in the first few weeks of March.

Key Performance Indicators:

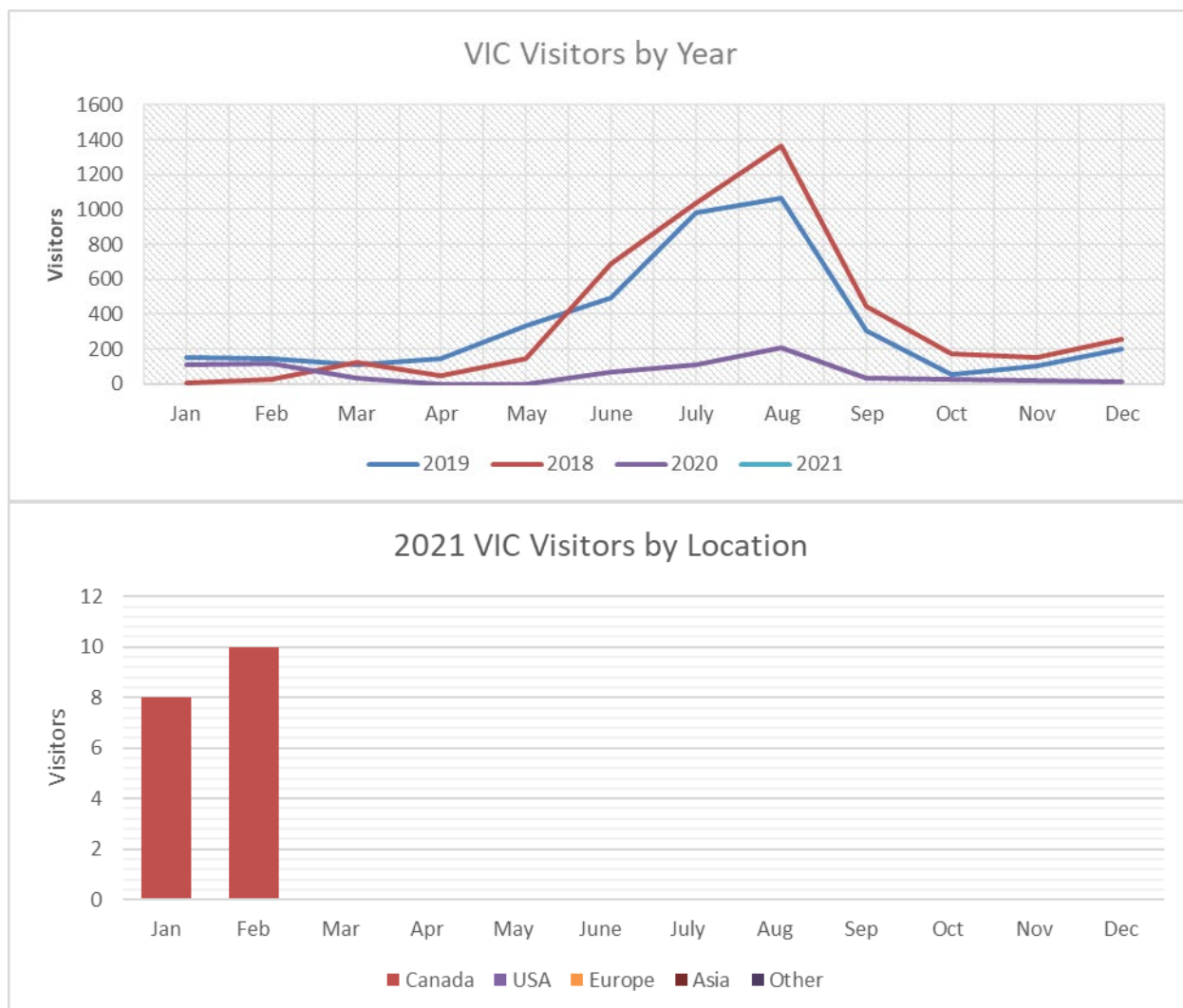
External Funding Success

- 2020 chart included as some funding applications submitted have yet to be approved.



Visitor Information Centre Visitation

- Due to COVID restrictions and the borders closure, tourism based tire traffic is greatly reduced.
- February 2021 saw only 10 unique visitors into the VIC, most were visiting from surrounding communities or professionals in town for work.



- February breakdown of visitor origin YK 4, Fort Smith 2, BC 1, NU 1, QC 2 (all out of NWT visitors confirmed that they had self-isolated for 14 days before entering the community).

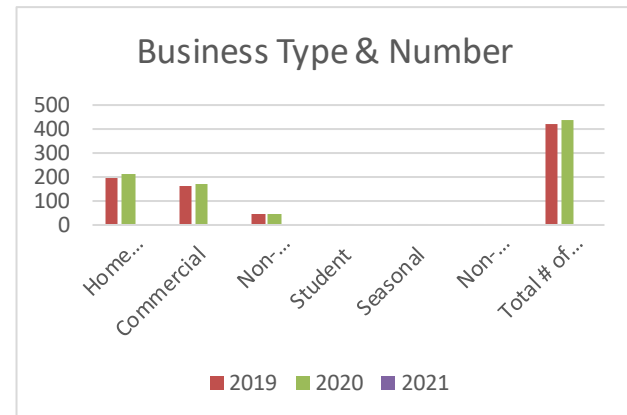
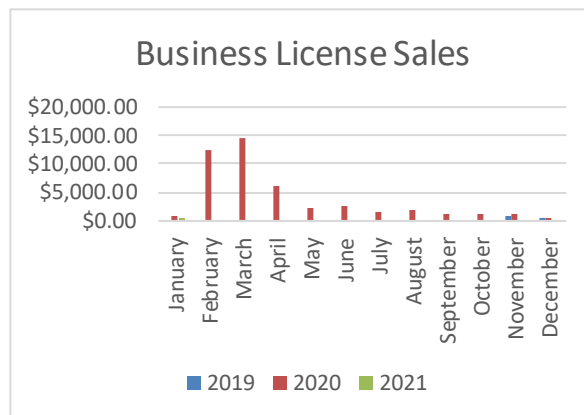
Gift Shop Sales

- February traditionally sees a slight increase in artisan sales. The lack of visitors into the community has added to the smaller number of sales this month.



Business License Sales, Type and Number

- Business licenses run from March 31 to March 31. This overview is from January to December.
- This graph shows when business licenses are paid and not the number of new businesses



- February saw an increase of one *home occupation* and one *non-conforming* business.

Inbound & Outbound Marketing

- Promotion through social media remains the focus for marketing. With very few events happening in the community and T&ED Coordinator busy there has be a drop in engagement over the month of February compared with January
 - www.facebook.com/hayrivertourism analytics over the month of February:
 - Page views down 7%, page likes at 1,276,
 - post reach peak at 367 organic engagement, page followers increase to 1,309;
 - www.twitter.com/hayrivertourism
 - number of impressions grew to 1,645;
 - 197 unique followers and follow 497 accounts;
 - *Hay-Cation* posts promoting visiting Hay River and the South Slave Region, promoting events, K'amba Carnival and aurora viewing;
 - www.instagram.com/hayrivertourism



REGULAR MEETING MINUTES March 15th, 2021

- THR Tourism recently subscribed with goal to employ more effectively with mentor instruction;
- Currently 256 unique followers and follow 236 accounts;
- Accounts reached up 33% and Content Interactions up 190%
- Marketing upcoming K'amba Carnival, Hay River Ski Club, Aurora viewing, NWT Snowboard Championships, and surrounding communities of Fort Smith, Fort Resolution and Fort Providence, and Wood Buffalo National Park.

Visitor Satisfaction Rating

- n/a

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Peter Magill

Tourism and Economic Development Coordinator

Date: March 2, 2021, Date: March 3, 2021

Reviewed by:

Stephane Millette

Director of Recreation

b. Emergency Services Monthly Report for February

RECOMMENDATION:

#21-078

MOVED BY: CLLR DEPUTY MAYOR BOUCHARD

SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approved the Emergency Services Activity Report for February 2021 as presented.

CARRIED

BACKGROUND:

Summary:



REGULAR MEETING MINUTES March 15th, 2021

The Protective Services group had a slightly slower month than last with a total of 44 EMS Responses. At present our average ambulance response is running at 55 calls per month. On the positive side only a small proportion of them being our homeless. As far as fire response is concerned, we only had 2 minor fires with no property loss and 3 false alarms.

Work continues the NFPA 1001 standard training with our 6 students. We are running our 3 new recruits through the same training at our 1001 students with the understanding that they will only obtain Community Based Defensive certification this year. Topics covered this month included Self Contained Breathing Apparatus, Incident Command System and Communications. Our certified people continued with training in Technical Rescue (rope work).

The training accomplished for Medical Services focused on packaging of patients, scoop stretcher, chair stretcher, Kendrick extrication devise, SKED, and some cot work for the new members.

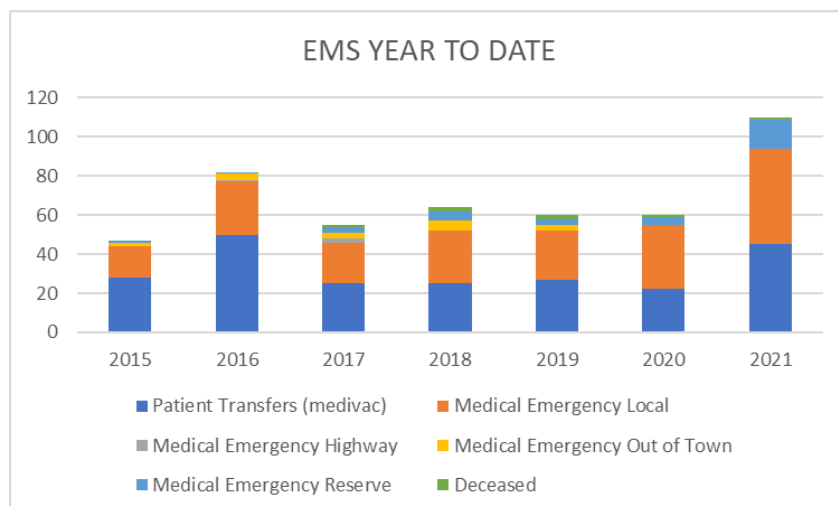
We were requested to do 1 Occupancy Permit this month which was for Liquor Licencing and we also did 2 Day Home inspections. We are now current with Day Home Inspections for this year.

All Safety Policies, JOH&S list and the First Aid lists have been updated at all pertinent Town of Hay River facilities.

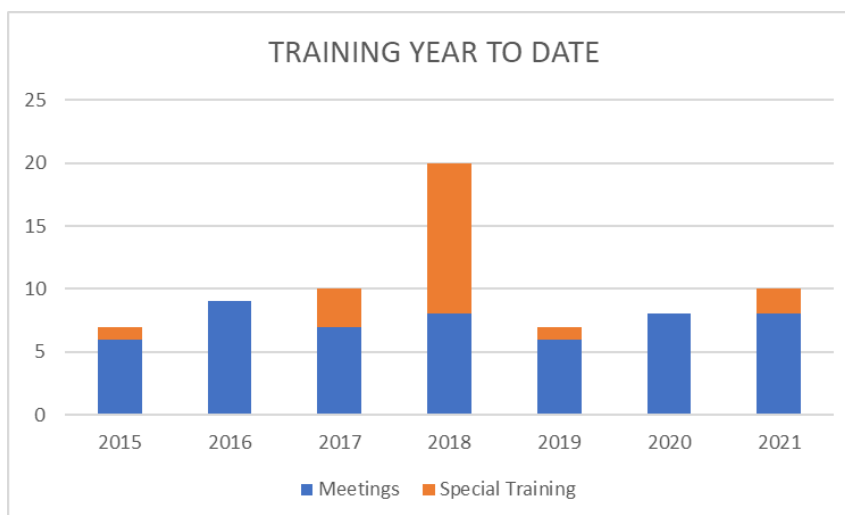
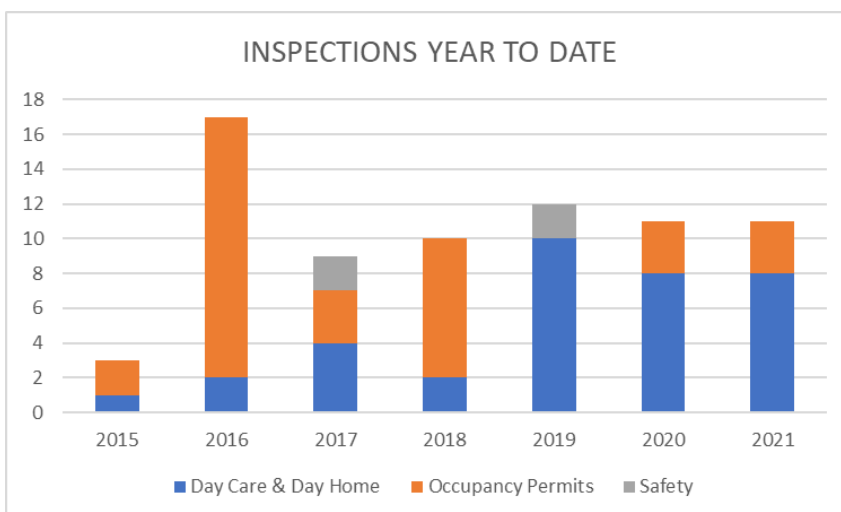
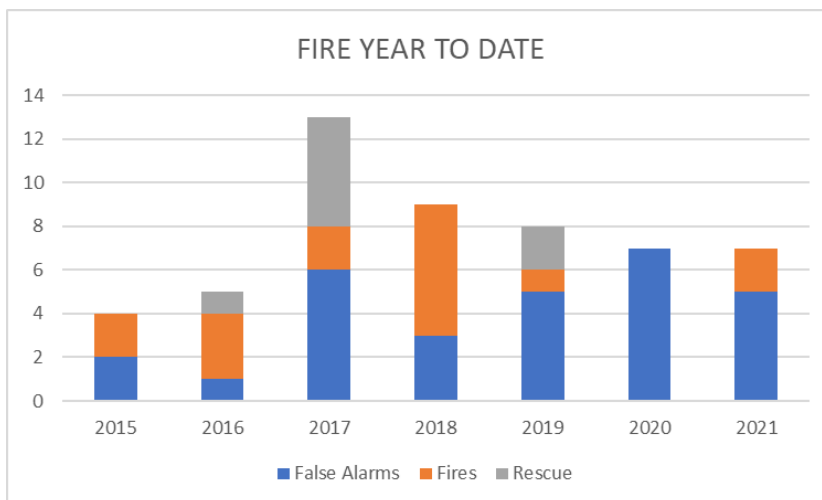
The new communications tower is still a work in progress. We have now received the stamped drawings and a letter from Stantec certifying that the tower can be installed on the building with no issues. Construction of the tower is underway, and we are presently awaiting a delivery date for the completion of the project. All costs other than the deductible will be covered by our insurance company.

In February 382 hours were invested by the members of the Protective Services Department bringing us to the total of 825.5 hours YTD. These hours do not include the Town of Hay River Employees who responded during working hours.

STATISTICS



REGULAR MEETING MINUTES March 15th, 2021





REGULAR MEETING MINUTES March 15th, 2021

MAINTENANCE

1. All daily/weekly/monthly maintenance activities were completed.

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

Date: March 1, 2021

Reviewed By:

Glenn Smith

Senior Administrative Officer

Date: March 3rd, 2021

c. Municipal Services Monthly Report for February

RECOMMENDATION:

#21-079

MOVED BY: DEPUTY MAYOR BOUCHARD

SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for February 2021 as presented.

CARRIED

REGULAR MEETING MINUTES March 15th, 2021

BACKGROUND

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	WARNINGS (VERBAL, LETTER OR VISUAL)	SHELTER	FINES	TOWED	RETURNED TO OWNER	OTHER ACTION
Animal Control Bylaw								
Animal Abuse								
Barking Dogs	1		1					
Dog Attack								
Dog Bites								
Loose Cat								
Loose Dogs	6	3	3					
Sled Dog Complaints								
Business License								
No Business License								
Operating business not as permitted	1	1						
Traffic Bylaw								
Vehicle Parking	3	2	1					
Trailer Parking								
ATV	2		2					
Fail to Stop (Sign or Light)								
Distracted Driving	3				3			
No Seat Belt	2		1		1			
Fail to carry driver's licence								
Suspended Driver's License	2				1			1
Vehicle Unfit for Road								
Fail to carry/no insurance	5		4		1			
Fail to carry registration	2		2					
Vehicle not registered	8		3		3			2
Unsecure Load	1	1						



REGULAR MEETING MINUTES March 15th, 2021

Fail to drive to road conditions								
Improper use of plate								
Drive w/o lights during low visibility	2		2					
No license plate								
Speeding	35		14		20			1
Driving w/o valid driver's license	1							1
Suspected Impaired Driver	3	1						2
Miscellaneous	1							1
Unsanitary Bylaw								
Overgrown Trees								
Long Grass & Weeds								
Garbage	3		3					
Miscellaneous	1		1					
Taxi Bylaw								
Taxi Not Available								
Smoking in Taxi								
Operation w/o Taxi Permit	5	1	4					
Noise Abatement Bylaw								
Noise Complaint								
Fire Prevention Bylaw								
Burning without permit								
Fireworks without supervision								
Improper Storage of Hazards								
Unsafe/Hazardous Behaviour								
Walking on railroad tracks								
ATV's on railroad tracks								
Intoxicated- Unable to care for self	3							3
Fighting in Public								
Public Urination								
Public Defecation								
Loitering	1	1						
Operate off-road vehicle w/o helmets	1		1					
Drinking in public								
Vehicle blocking roadway	1					1		1
Miscellaneous								
Snow Removal Bylaw								
Sidewalks not cleared								
Snowbanks causing hazard	3		3					
Snow being put on private property								
Snow being put on roadway/sidewalk	6		6					
TOTAL	107	10	56	0	29	1	0	12

School Safety

There has been a decrease in speeding in school zones compared to the previous month but a noticeable increase in cell phone use in the school zones. All violators caught on cell phones were immediately issued offence notices and educated on the possibility of a license suspension on a subsequent offence as per the Motor Vehicles Act.



REGULAR MEETING MINUTES March 15th, 2021

The Protective Services Specialist participated in lockdown drills at both Harry Camsell and PA Schools to better understand the procedures taken to keep children safe during an emergency where a lockdown is required. This opportunity provided a better insight into the role a Protective Services Specialist might take during an event, such as keeping vehicle and pedestrian traffic away from the schools and ensuring children are ushered to a safe place as quickly as possible.

Discussions have occurred with school administrators about having the Protective Services Specialist come into the schools to provide safety presentations. This would also allow an opportunity to get feedback from teachers and youth who work and attend the schools to see what they think would make a safer school environment, including the school zones. This would involve working together to develop educational programming on various items, which could include bicycle safety or anti-bullying, to name a few.

Animal Complaints

There has been a steady amount of animal complaints being received for dogs at large and dogs being left out in the cold without proper shelter and food. Of the complaints received, many complainants refused to provide any contact information, which made it very difficult to follow up or reconnect to obtain more information to address their concerns fully.

Community Activities and Partnerships

The Protective Services Specialist continues to work closely with the RCMP in maintaining public safety. The RCMP has been an excellent resource providing guidance and assistance when dealing with Bylaw complaints and Territorial Acts.

Road Safety

Speeding seems to be an ongoing issue, most concerning in some specific zones. The area between 104th Street and Porritt Landing on Mackenzie Highway has been a big concern for residents and people working in this area. There are industrial businesses along that stretch where workers frequently cross the roadway. Both commercial and passenger vehicles have been caught exceeding the speed limit by almost double in some cases. In 45 minutes, two (2) separate drivers were caught exceeding the speed limit by nearly double. One (1) driver was caught doing 75km/h and the other 78km/h in the 40km/h zone while workers were crossing the highway back and forth and large trucks carrying fuel proceeding in and out of the facilities. Education is still ongoing to remind people to slow down and pay attention to the road signs and speed limits.

During these traffic stops for speeding, a consequence that has occurred led to removing a few drivers from the road who had suspended driver's licenses for various reasons.

Upcoming Goals

The goal for the upcoming spring season is to invite and encourage youth in the community to participate in outdoor activities with a safety theme. The activities would involve getting the youth working together as a team to accomplish a common task while complying with current health orders at the time. This is an alternative to being able to provide safety education during the pandemic restrictions.



REGULAR MEETING MINUTES March 15th, 2021

Speed Statistics for the Month

The fastest speeds recorded for this month per zone are as follows;

Porritt Landing/Industrial 40km/h Zone- **96km/h**

MacKenzie Highway near Hospital- 60km/h Zone- **109km/h**

Woodland Drive in front of Harry Camsell/PA School during School Time 30km/h Zone- **63km/h**

MacKenzie Highway/104th Street residential area 40km/h- **93km/h**

COUNCIL POLICY / STRATEGY OR GOAL:	
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Strategy:

Goal:

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

All applicable Bylaws and Territorial Legislation

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:



Screengrab from the Protective Services Specialist body camera showing the speed of a driver caught on radar doing 96km/h in a posted 40km/h zone on Mackenzie Highway near Imperial Oil Petroleum and Poison Graphics.

Prepared by:

Travis Rosborough
Protective Services Specialist
Date: March 1st, 2021

Reviewed By:

Ross Potter
Director, Protective Services
Date: March 1st, 2021

d. Public Works Monthly Report for February

RECOMMENDATION:

#21-080

MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for February 2021.

CARRIED

BACKGROUND:

Capital Projects 2021:



REGULAR MEETING MINUTES March 15th, 2021

A list of 2021 Capital Projects along with a brief update of the status of these projects is included in the chart below. More details on those projects that received significant work this month follows the chart.

2021 Capital Projects	
Project	Update
New Town Hall	Applications for funding being worked on, design activities will depend on funding available.
Old Town Hall Demolition (carry over from 2020)	Consultant working on tender documents for hazardous material abatement and demolition.
Sewer Flusher (carry over from 2020)	Flusher arrived in early February and is now in use.
New Lift Station	Construction began in August and continued to mid-October when the project was shut down for the winter. Sheet piling has been installed and excavation work will begin in the spring.
Fraser Place Development	Detailed design has been initiated by consultant, expected to be ready to tender in early April. Public consultation on rezoning and design scheduled for March 17th.
Market Garden Road Extension	Options for this project being investigated.
Caribou Crescent Water Sewer and Drainage (carry over from 2020)	Underground infrastructure work completed and backfilled in 2020. Paving work to occur in 2021.
Beaver Crescent Water, Sewer, and Drainage	Project out for tender with closing date of March 31st.
Riverview Drive Upgrade	Project out for tender with closing date of March 31st.
Waste Diversion Project - Tire Recycling (carry over from 2020)	Discussions with the GNWT have occurred on options for diversion or reuse of tires. RFP for this work to be put out in March or April.
Hazardous Waste Removal Project	MACA led project that is contingent on new ICIP funding.
Water Treatment Plant Intake Inspection (carry over from 2020)	Inspection scheduled to take place the week of March 8th.
Capital Drive Watermain	Design work planned for Q3 or Q4.
Paradise Road Realignment	Work to take place during summer months.
New Water Licence Requirements	New water licence in place as of January 31. See Water Licence section for more detail.
New Back Hoe	Tender to be completed in Q2.
Water Treatment Plant Feasibility Study and Preliminary Design	Application for funding submitted through ICIP funding stream. Project contingent on funding approval.
Flood Mitigation	Funding approval received in later February for this work. Discussions on options, design and work to be done in 2021 expected to take place in early March.
Subdivision - Sundog	Preliminary work on this project planned for later in 2021.



REGULAR MEETING MINUTES March 15th, 2021

Fraser Place:

Contract for detailed design and tendering signed with consultant. Public meeting scheduled for March 17th at 7:00pm to discuss rezoning and design for the project. Detailed design is ongoing, discussion arising from the public meeting will guide final design for the project. Rezoning expected to proceed to Council for second and third reading later in March or early April. Tender for the project is expected to go out in early April with construction to occur in the summer.

Sewer Flusher:

Flusher was received in early February and has been commissioned and put into use by the Public Works department. Project is now complete.

Beaver Crescent and Riverview Drive:

Detailed design for this project was completed and review by Public Works. Tender is currently out for competition with a closing date of March 31, 2021. Contract expected to be awarded in April with construction likely to begin in May or June.

Water Intake Line Inspection:

Contractor is expected to be in town the week of March 8th to complete this work. The workers and work plan for this project have been approved by Protect NWT. In addition to the intake inspection, the contractor will also be conducting cleaning work at both water reservoirs and a video inspection of the roof of the main reservoir located in town. Combining these other projects in with the intake inspection will minimize the cost for all three projects.

New Water Treatment Plant:

Application was submitted in late 2020 for ICIP funding for a new WTP feasibility study and preliminary design. Administration hopeful that funding will be approved and work to determine needs and options moving forward can take place later in 2021. According to 2020 report by MACA, a new Water Treatment Plant is expected to be needed within the next 5 years.

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 Water & Sewer repairs as necessary (see below) Meter replacements Month end water report
Water & Sewer Facilities	Daily rounds of facilities
Roads	Snow clearing Sanding of roads/intersections



REGULAR MEETING MINUTES March 15th, 2021

	Sign repairs New sign installation
Other	Regular fleet maintenance & repairs Funerals

On Tuesday, February 2nd the Public Works department received notification of a major water line break on Riverview Drive near the schools. This break was a significant break which required shutting off water to the schools in order to complete the necessary repairs. The break resulted in a large quantity of water flowing into the ravine in the area. The break was isolated, and the flow controlled. Due to severe weather conditions and the decision to avoid affecting the water supply in the schools during school days, the repair work was delayed but did get completed on the weekend of February 13th.

Solid Waste Facility Operations:

The Town's Solid Waste Facility continued regular operations and monitoring activities throughout the month. No significant issues to note with current landfill operations. The new water licence will likely lead to some minor changes in both operations and infrastructure at the Solid Waste Facility.

Water Licence Activities:

Regular monitoring programs continue as per the requirements of the Town's water licence.

The Town's new water licence (MV2019L3-0010) was signed off by the Minister of Environment and Natural Resources on January 14, 2021. The new water licence went into effect on January 31, 2021.

Administration is working with the project consultant to determine which requirements of the new licence will be done in-house and which will be done through the consultant. Minor report edits expected to be completed in March/April with more significant work expected this summer.

Planning & Zoning:

0 Development Permits and 0 Building Permits have been approved for February 2021. In the month of February 2020, there were 5 Development Permits and 2 Building Permits signed out.

Inspections of current building projects were completed throughout the month as well as work on the ongoing rezoning applications.

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



REGULAR MEETING MINUTES March 15th, 2021

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by: Mike Auge
Director of Public Works
March 3, 2021

Reviewed by: Glenn Smith
SAO
March 4, 2021

e. Recreation Monthly Report for February

RECOMMENDATION:

#21-081

MOVED BY: CLLR DUFORD

SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for February 2021 as presented.

CARRIED

BACKGROUND:

Recreational Programming

Operational Updates

No significant changes were made to Covid-19 guidelines in February. Department of Recreation staff remain in communication with GNWT Environmental Health officials and local recreation partners for all Covid-19 guidelines and allowances.

Fitness Programming

Fitness programming continues to be well received and attended. Minimum registration numbers are maintained for all offerings and attendance to classes averages at approximately 5 people per class. A second certified yoga instructor was added to THR's team of fitness contractors and volunteers. *Yoga for Strength* classes are now included in the weekly schedule, with initial interest and feedback being positive. Spin classes remain the most popular and consistent fitness offering. While kickboxing isn't as popular, its participants are dedicated, and new people are showing interest and trying out the classes.

Youth Programming

The focus of youth programming continues to be on regular and affordable after school programming. THR's After-School Club is a prime example and a resounding success. Additional casual employees' staff have been hired for the program, given the consistent numbers and interest from local families. Full-day activities were offered during the last week of February, in order to offer a service to families during school professional development days. Participants attended the program from 8:00 am – 5:30 pm every day with on site lunch supervisions also provided. Future



REGULAR MEETING MINUTES March 15th, 2021

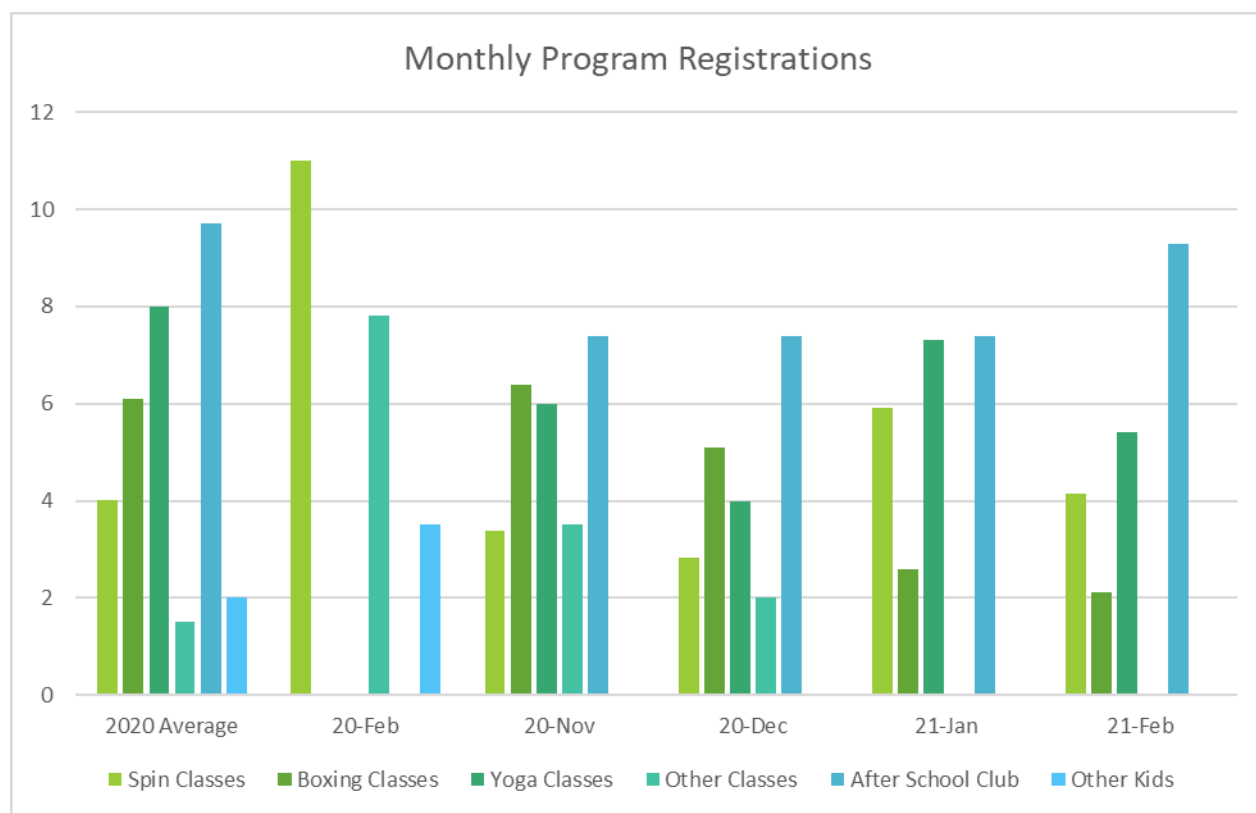
youth programming calendars and offerings will be planned around school closures and vacations like spring break.

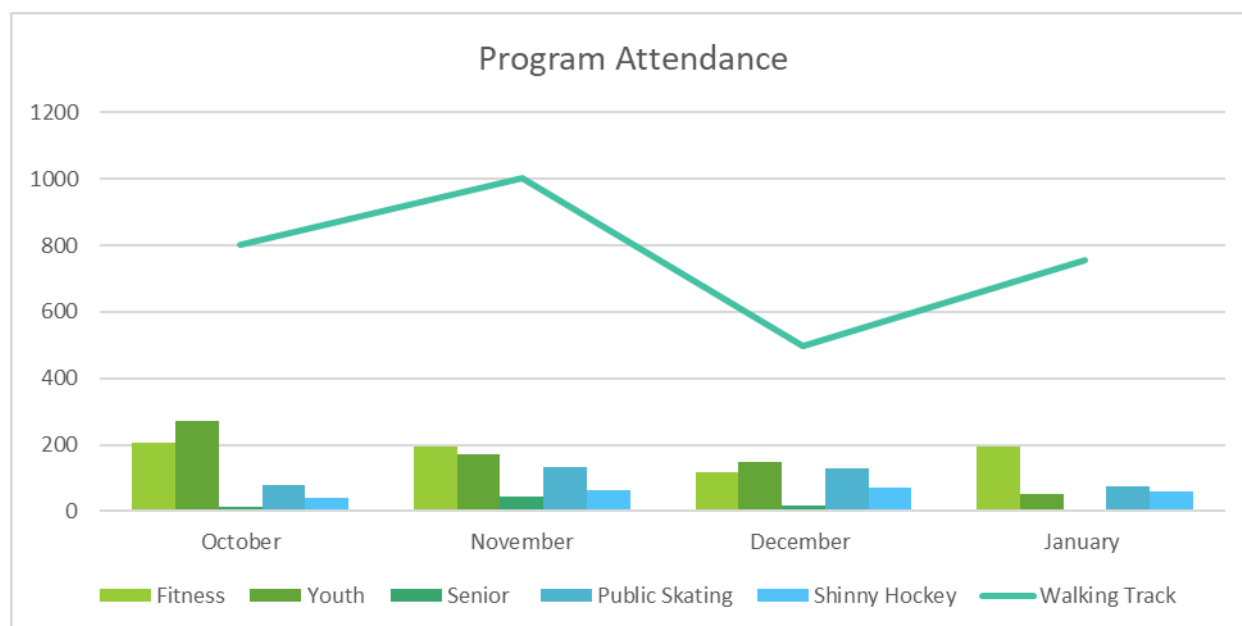
Community Programming

THR received confirmation of \$33 500 in funding from the United Way and GNWT to support after school and stay and play programming. Funding will help offset wages and administrative costs associated with the programs. Equipment will also be purchased to increase and diversify safe and low-cost physical activities that are available to local youth.

February's *Full-Moon Snowshoe* coincided with very cold weather and only 2 in attendance. The activity still went forward, despite low attendance numbers and the cold. Another full-moon snowshoe is scheduled for March, weather permitting.

Recreation Programming Statistics



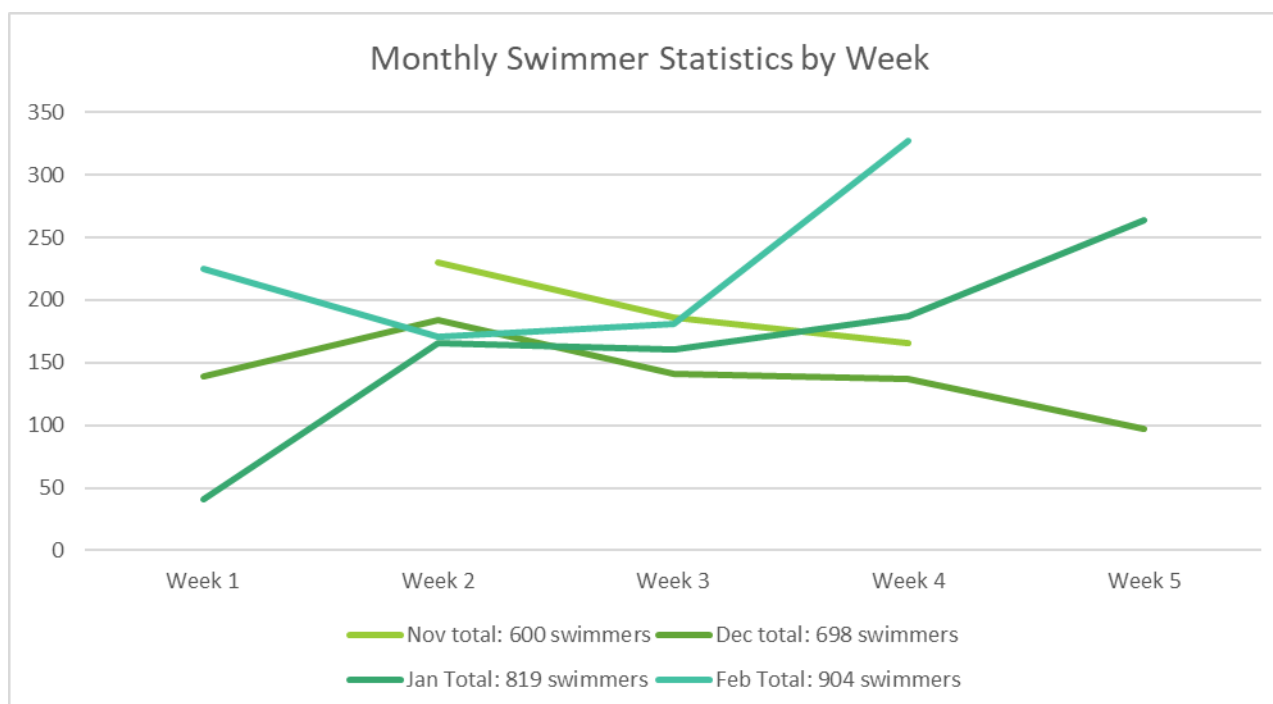
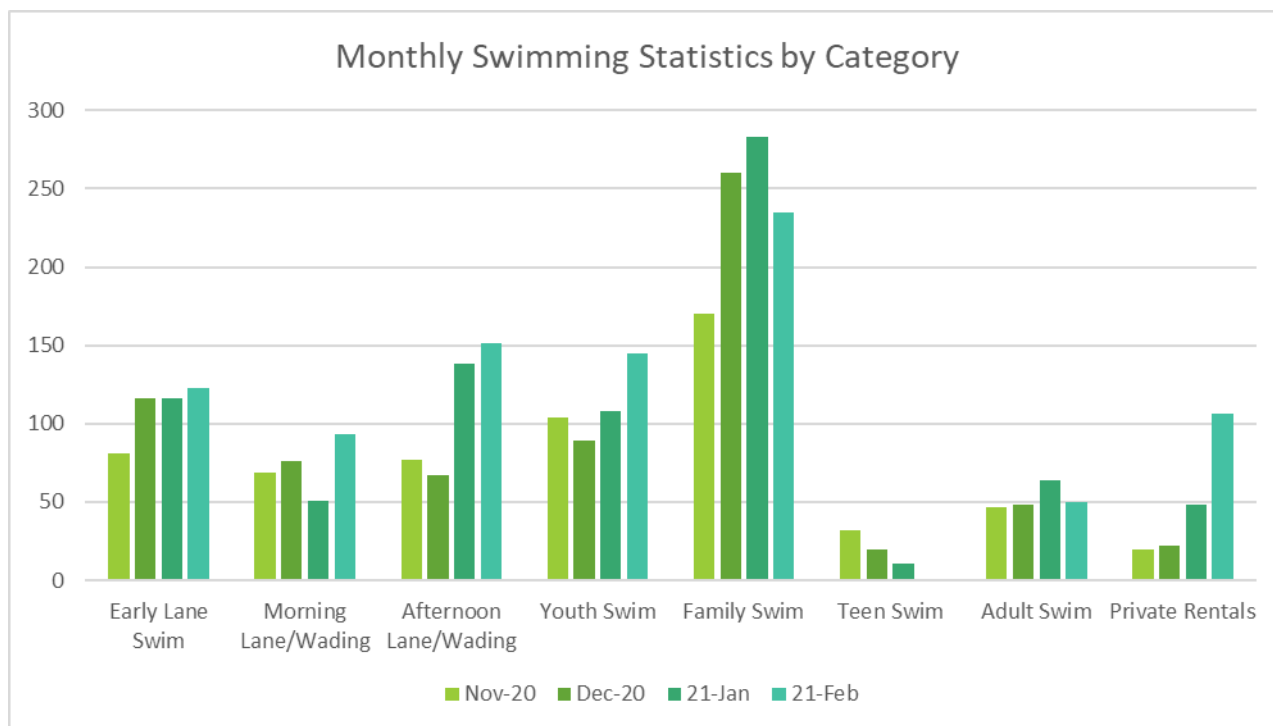


Aquatics

Attendance and Swimmer Statistics

Swimmer statistics increased for most categories in February, with family swim times remaining the most attended blocks. Lane, youth and private rental swim block statistics all increased to their highest monthly attendance since the pool reopened in November 2020. Family swim numbers were down compared to December and January but remain statistically comparable, especially when holiday season increases are considered. THR staff were expecting school and daycare bookings to increase in February, but Covid-19 restrictions and best practices continue to restrict activities for those groups.

THR's Aquatic Supervisor has reached out to the South Slave's Environmental Health to confirm scheduling and special event options that could increase numbers and/or better meet the needs of HR residents. A pool use survey has also been prepared to help determine how programming and schedules should be adjusted to better meet community needs. The survey will be posted to THR's social media pages shortly. Paper copies will also be available at the customer service desk.



Swimming Lessons

The Department of Recreation received approval to resume swimming lessons from the Office of the Chief Public Health Officer. Lesson format and schedules will be communicated shortly, with instruction expected to resume in March. THR's Aquatic Supervisor is in communication with the



REGULAR MEETING MINUTES March 15th, 2021

South Slave's Environmental Health Officer to ensure compliance with Covid-19 guidelines and best practices.

Aquatics Staff and Training

THR's Aquatics division has maintained a complete staff roster since resuming operations in November 2020. Staffing allows the Don Stewart Aquatic Centre to remain open 7 days per week with early bird and evening adult swims available Monday to Friday.

Swimming lesson instructor training is being scheduled in April, with the goal of increasing the number of instructors on staff to offer more lessons. THR currently has 3 staff members certified to teach swimming lessons.

Facilities and Maintenance

Aurora Ford Arena and Don Stewart Aquatic Centre:

- Maintenance:
 - Air handler and ice plant cold weather issues resolved in February;
 - Cavitating pump and glycol levels in ice plant heat recovery loop remains unresolved – pump may require rebuild;
 - Intrusion alarm system trouble shooting via contractor services – system expected to be repaired and fully operational in early March;
 - Replacement heater motor installed in aquatic centre hallway;
 - Annual ice plant shutdown scheduled for April 5th, accommodating for Alberta contractor's Covid-19 travel and isolation requirements;
 - Snow removal required on aquatic centre lobby roof due to small leaks;
 - Further investigation and repairs required in spring/summer 2021;
 - Department of Recreation tractor required new hydraulic pump and repairs;
 - Janitorial contract ongoing with additional Covid-19 cleaning and routines;
 - additional contractor fees at Hay River Curling Club's cost;
 - Weekly ice taps and ice edging performed as part of weekly ice maintenance;
 - Snow and ice clearing at Community Centre and VIC parking lots and sidewalks;
- Improvements:
 - Pool pumps conversion RFQ awarded to Stittco Utilities – 4 bids received;
 - Aquatic centre LED lighting conversion RFQ awarded to Mackenzie Elec. – 1 bid;
 - New automated chlorine feeding system installed for the hot tub, with pool system to be converted in early March;
 - \$35 000 in conferencing equipment ordered as part of CANNOR *Enhancing Community Tourism Opportunities* contribution agreement;
 - Community Hall counter-top and sink installed and functioning – minor changes required to accommodate electrical outlet;



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Outdoor sport fields and assets:

- 2021 THR flower supply RFQ awarded to *Roots and Ruminants* of Fort Smith – 4 bids;
- Garbage emptied regularly in downtown core – no other maintenance of greenspaces required in February;
- Maintenance: No maintenance required for sports fields in February;
- Outdoor rink maintenance less frequent in February due to cold weather conditions.
- Occasional contractor support required for Old Town rink and/or heavy snowfalls.

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: March 3rd, 2021

Reviewed by:

Glenn Smith

SAO

Date: March 3rd, 2021

f. Un-Surveyed Commissioners Land Lease Application

RECOMMENDATION:

#21-081

MOVED BY: CLLR WILLOWS

SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER request Administration to apply to the Government of the Northwest Territories for a Headlease for the Un-surveyed parcel of land (as per attached sketch) located along MacKenzie Highway 2, between Market Gardens and NFTI, for the purpose of subleasing to Marc Benoit.

CARRIED

BACKGROUND:

The Town received an application from Marc Benoit to sublease an approximate 147.83 acres (59.83 hectares) parcel of Commissioners land, located along Mackenzie Highway 2, between Market Gardens and Northern Farm Training Institute (NFTI), as per attached sketch. The purpose of the sublease is to develop an agricultural land and other uses such as forage crops (hay), or grazing.



REGULAR MEETING MINUTES March 15th, 2021

Further details of the proposed use of the land are explained on the attached letter/development proposal from Mark Benoit, Operator/Owner of Benoit Farms.

Dept. of Lands, Fort Smith confirmed that the subject parcel of land can be applied for as per email that states:

“the parcel of land in question is untenured Commissioner’s Land and is not part of a land withdrawal, which indicates that the land could be applied for”.

This area is identified in the Town’s 2014 Agricultural Plan as a parcel “Oxbow” for agricultural development. Extract: “Out of the approximate 120 acres, only 56 acres appear to be Class 3 soil and therefore of primary interest for agriculture. As like NFTI, the upper regions may be more suitable for other uses”

COUNCIL POLICY / STRATEGY OR GOAL:

2014 Agricultural Plan

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Land Administration Bylaw
Certified Assessment Roll

FINANCIAL IMPLICATIONS:

- Town to pay GNWT for Annual Head Lease fee set by GNWT.
- Sub Tenant (M. Benoit) to pay to the Town annually the following:
 - 1). Lease Fees = 5,190.00* (est.)
Commissioner’s land *“lease fees for agricultural land shall be five (5%) of the Assessed value per annum”* as per Land Administration Bylaw; and
 - 2). Property Tax = \$1455.79*
Based on 2020 Mill rate bylaw and property class as 11-Rural Agricultural

* Amounts are based on the estimated Land (only) Assessed Value of 103,800 provided by Department of Assessment, MACA, GNWT.

ALTERNATIVES TO RECOMMENDATIONS:

1. Do nothing
2. Town apply for title to land and subdivide for agricultural use.

ATTACHMENTS:

- Sketch of subject parcel of land



REGULAR MEETING MINUTES March 15th, 2021

- Mark Benoit application and propose use of land

Prepared by:
Sam Mugford
Director of Finance & Administration
Date: 15 February 2021

Reviewed by:
Glenn Smith
Senior Administrative Officer
Date: 3 March 2021

g. Excused Absence

RECOMMENDATION:

#21-083

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Anderson from the Standing Committee of Council, Monday, March 8th, 2021.

CARRIED

BACKGROUND:

Councillor Anderson have asked to be excused from the Standing Committee of Council, Monday, March 8th

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: March 8th, 2021

Reviewed by:



REGULAR MEETING MINUTES March 15th, 2021

9. NEW BUSINESS

- a) Excused Absence

RECOMMENDATION:

#21-084 **MOVED BY: DEPUTY MAYOR BOUCHARD**
SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillors Anderson, Dohey and Chambers from the Regular Meeting of Council, Monday, March 15th, 2021.
CARRIED

9. BYLAWS

- a) Bylaw 2423 – Traffic Bylaw – Third and Final Reading

#21-085 **MOVED BY: DEPUTY MAYOR BOUCHARD**
SECONDED BY: CLLR DUFORD

CARRIED

- b) Bylaw 1811-18B – Community Plan Amendment – Third and Final Reading

#21-086 **MOVED BY: CLLR DUFORD**
SECONDED BY: CLLR WILLOWS

CARRIED

10. IN CAMERA

There was no IN CAMERA for the Regular Meeting of Council, Monday, March 15th, 2021

11. ADJOURNMENT

#21-087 **MOVED BY: CLLR WILLOWS**

That the Regular Meeting of Council be adjourned at 7:05pm.

CARRIED

Certified Correct as Recorded on the 15th Day of March 2021

These minutes were accepted by motion #_____.

Mayor

Senior Administrative Officer



SPECIAL MEETING MINUTES March 22nd, 2021

The Special Meeting of Council was held on Monday, March 22nd, 2021 at 6:30pm By Video Conference Call

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

Staff: SAO – Glenn Smith

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#21-088

MOVED BY CLLR DUFORD

SECONDED BY: CLLR DEPUTY MAYOR BOUCHARD

3. DECLARATION OF INTEREST

There were no declarations of interest at the Special Meeting of Council on Monday, March 22nd, 2021.

4. NEW BUSINESS

a. Community Housing Plan Agreement

RECOMMENDATION:

#21-089

MOVED BY: DEPUTY MAYOR BOUCHARD

SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to enter into a participation agreement with the NWT Housing Corporation for the completion of a Community Housing Plan.

CARRIED

BACKGROUND:

A Community Housing Plan is a planning document that sets a strategic direction for housing within the community and supports potential investment opportunities in housing. The Plan presents current and future housing needs through research on housing and includes thorough consultation with community organizations and members. The Plan considers social, cultural, economic, environmental, and other factors that impact housing situations and demand.

The NWT Housing Corporation (NWT HC) is engaging community governments to support the development of Community Housing Plans. The NWT HC's target is to establish a Plan for each community in the NWT. Plans are developed through partnership agreements with the community governments and include consultation with local indigenous governments.



SPECIAL MEETING MINUTES March 22nd, 2021

Through a proposed partnership agreement with the Town of Hay River, the Town would provide one representative to sit on the Advisory Committee and provide advice throughout the project. The Committee aims to include a representative from each of the West Point First Nation, the Hay River Metis, and Katlodeeche First Nation governments. Other membership would include representatives from groups such as housing providers, developers, seniors, youth, and the business community.

The NWT HC would be responsible for costs associated with the completion of the plan including consulting costs. The consultant would conduct community engagements, gather information, analyze findings and draft the housing plan document. The NWT HC would provide funding for Advisory Committee meetings while the Town will provide meeting space.

The Town of Hay River's Community Housing Plan would be targeted for completion in 2021.

With land and housing development activities identified as the top priority for Council, the Community Housing Plan would serve as an excellent tool for identifying specific housing needs and tailoring associated development. Conducting a survey of housing needs is an existing initiative within the Town's 2019-23 Strategic Plan. Information collected as part of the Plan should also provide value to the Town's initiative to update its Zoning and Building Bylaw scheduled to be completed in 2021.

ALTERNATIVES TO RECOMMENDATIONS:

- Do not enter into an agreement – complete internal housing needs assessment to meet objective of 2019-23 Strategic Plan

ATTACHMENTS:

- Town of Hay River Housing Presentation – March 22, 2021
- Hay River Participation Agreement – Community Housing Plan

Prepared by:

Glenn Smith
SAO
March 19, 2021

- b. Fraser Place Rezoning and Design Public Consultation

RECOMMENDATION:

#21-090

MOVED BY: CLLR DUFORD
SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER Accept this report regarding the rezoning of Fraser Place and move forward with the rezoning process.

CARRIED



SPECIAL MEETING MINUTES March 22nd, 2021

BACKGROUND:

First reading of bylaw amendment 1812 Z to rezone Fraser Place occurred at a Town of Hay River Council Meeting on January 25, 2021, this included a professional planner's report on the proposed rezoning. Following this meeting a public hearing was scheduled for March 17th and was advertised in the Hub newspaper and on Town social media. Residents were invited to attend the meeting to discuss the rezoning as well as the proposed design or to submit comments to the Town prior to the meeting.

Prior to the public meeting, the Town of Hay River received three letters providing comments and expressing concerns regarding the development. The letters from Michelle Staszuk and Joli Bauer (on behalf of Healthy Habitat for Hay River) are attached to this report. The third submission (misplaced) was received by a resident that expressed concern with the potential impact to the habit of the area. Michelle Staszuk provided a supplemental email following the public meeting which is also attached to this report. The concerns raised in the letters and at the public meeting will be listed here along with additional information on these topics provided by Administration.

Concerns noted in the letter from Michelle Staszuk

- **Hay River residents will lose access to the only river-side walking trails in New Town between Riverview Drive and the old caboose area.**

The design of the development will maintain the greenspace and the walking trails that are located near the river. Access to the river-side walking trails will be maintained to allow all residents to utilize them.

- **Higher-end river-front lots will not meet all the housing needs that are being forecast, nor will it provide the category of housing that is urgently needed.**

Other development projects remain on the Town's future development plans. Aspen Heights, Sundog and infill development all remain in the Town's Land Development Plan, Community Plan, and 10-year Capital Plan to meet the forecasted housing needs.

- **Only a handful of people will be able to enjoy access to the river from these new homes.**

Access to the trail system and the river will be maintained for all residents of Hay River. Trail access easements are part of the Fraser Place design and will be developed by the Town to ensure this access is available.

- **Reduction in access to forests and other natural ecosystems.**

The current Fraser Place area contains approximately 7.8 hectares of forested space, the current design has the Town clearing approximately 1.4 hectares with an additional 1.4 hectares potentially being cleared by purchasers of the lots. Thus, the maximum amount of forest that could potentially be cleared is 2.8 of the total 7.8 hectares or 36%.

Comments from the follow-up email from Michelle Staszuk

In her email following the public meeting, Ms. Staszuk noted that while she still wished to see the entire area remain in its current state, she did "very much appreciate the design that was presented... as being the best option for proceeding with the development while giving consideration to concerns." Additionally, Ms. Staszuk expressed the wish that Council ensure that the following items that were shown at the public meeting be maintained in the development.

- The size of the portions designated as remaining as Parks on the design, and retaining the trees on those areas.
- The portions of the existing nature trails be preserved according to the design.



SPECIAL MEETING MINUTES March 22nd, 2021

- The multiple access points to those trails be created according to the design.

Administration recommends to move forward with the project design as presented at the public meeting and therefore the concerns expressed by Ms. Staszuk in her follow-up email will be addressed with the trails and greenspace being maintained.

Concerns noted in the letter from Joli Bauer

- **Important to preserve the biodiversity of Fraser Park.**

At a minimum, 64% (5 hectares) of the forested area in the Fraser Place proximity will be maintained. Additional greenspace and trees may be maintained if purchasers of the lots choose not to clear their entire lots. The preservation of this greenspace and forested area will allow the biodiversity of the area to continue.

- **Easily accessible park in close proximity for recreation and walking in summer and winter.**

The design for Fraser Place maintains public access to the trail system and maintains a significant portion of the trails and forested area that currently exists. The existing uses of the area as a recreational location will be maintained and access will be available to all Hay River residents.

- **Beautiful, picturesque area which is an inspiration to artists and photographers.**

The majority of the area will remain untouched and allow for the picturesque inspiration to continue for artists and photographers.

- **First Nations Elders stated they use the area for cultural purposes.**

The new Community Plan identified and discussed this area as a location for residential development, and Indigenous governments were consulted through the Community Plan approval process.

- **Serene, quiet environment for relaxation, reflection and stress reduction.**

The majority of this area (64%) will be untouched by the proposed development which will allow the quiet, serene environment to remain.

- **There are other sites that have been cleared for residential development which should be considered again.**

This area has been chosen as the next area to develop for a number of reasons. The other sites that are identified in Town plans (Aspen Heights, Sundog) are still intended to be developed in the future.

- **COVID-19 has restricted the ability of Hay River residents to gather. Having a place which all residents can access is important for mental health and wellness.**

Access to this area, including the trail system and the greenspace will be maintained for all residents of Hay River. Administration will continue to look for opportunities and funding to improve and enhance the natural trails and outdoor recreation areas that are available to residents.

Concerns and questions raised at the Public Meeting

- **With only 29 lots in Fraser Place, what is the long-term solution for land development?**

Other development areas including Aspen Heights and Sundog remain in the Town's Land Development Plan, Community Plan, and 10-year Capital Plan. These areas will be developed in the future as the demand for housing and the financial position of the Town allow.

- **Concerns around the destruction of greenspace in town.**

The proposed design for Fraser Place maintains 5.0 hectares out of the 7.8 hectares total of forest and greenspace in the area. This 64% of the greenspace and forest remaining will allow residents to continue to use and enjoy this natural habitat.

- **Will Fraser Place be on the same elevation as McBryan and Stewart Drive?**



SPECIAL MEETING MINUTES March 22nd, 2021

The access road off of McBryan Drive will slope up minimally at a 0.3% grade, as Fraser Place rounds the corner it will reach its high point and proceed to slope downward to the end of the cul-de-sac at a grade of 0.5%. Both of these grades are very minimal which will result in very similar grades to McBryan and Stewart Drive.

- **What are the dimensions from the backyards on McBryan to the lots on Fraser Place?**

The first lot on each side of the road on Fraser Place will be 8.0 meters and 13.5 meters from the back edge of the McBryan Drive lots.

- **Has there been an ENR study and what role has ENR played?**

ENR has not performed any studies with respect to the development, however, Administration and the Town's consultant have reviewed the relevant legislation and are following these guidelines.

- **Is there an Environmental Impact Study for the public to review?**

An Environmental Impact Study has not been completed for the area as it is not a requirement of the development.

- **Concerns that the estimated cost to develop is not high enough. What happens if the cost over runs the budget?**

Similar to any other capital project that the Town does, if the tender pricing comes back in significantly over budget the Town would at that point determine if they wanted to proceed, and if so, how to finance the extra costs. Administration is confident that the current estimate is accurate given the known information. An updated estimate is expected to be included with the updated detailed design package from the consultant.

- **With the amount of public housing needed, was there thoughts to give lots to housing to develop?**

The Town has not had discussions with Housing on development interest in Fraser Place.

- **Has a consultation with the indigenous governments been done with the passing of the community plan?**

Indigenous governments were consulted throughout the Community Plan process. The new Community Plan includes Fraser Place as a residential development.

- **No lots on the map for duplexes or multi-residential housing.**

Semi-detached and Duplex housing are Discretionary Uses in the R1B zoning and therefore these uses would be permitted under this zoning with approval from the Development Officer.

- **If the town clears the first 25 feet of lots, would the taller trees surrounding developed lots be a safety hazard for newly developed houses?**

Similar to any houses in Town that have trees in neighboring lots, this would be an issue that would be covered through home insurance.

- **McBryan Drive has always had issues with sewer, will this impact it and potentially make it worse?**

Since the upgrade work that was done to the water and sewer infrastructure on McBryan Drive in 2016, the Town has not experienced any issues with the sewer main in this area. In addition, the sewer from Fraser Place will be flowing to the existing sewer system on Stewart Drive and therefore would not affect the McBryan Drive sewer system in any case.

- **What about the additional traffic in the area?**

Typically, Traffic Impact Assessments are only required when developments exceed 100 units, or occasionally on developments exceeding 50 units. As this development has 29 new lots, a Traffic Impact Assessment would not be needed. However, Administration has had the consultant do a review and they have determined that they do not foresee any traffic issues due to the new development.



SPECIAL MEETING MINUTES March 22nd, 2021

- **Water & Sewer took 3-4 years to complete on Stewart Drive, how long will it take to develop Fraser Place?**

It is anticipated that the Water & Sewer work for the Fraser Place development will be completed in 2021. Overall development of the area will be dependent on how quickly the lots are sold and the owners are able to develop the lots.

- **How wide will the trails be?**

The access easements to the trail system at both ends of the cul-de-sac are designed at 6 meters wide. The trails that they access are not currently Town maintained trails and therefore the width of these trails is variable.

- **Back in the day they wanted to put a school or senior home in but there were issues with the land, is this still the case?**

The geotechnical report that was completed by Stantec does state that if deep foundations were required for a high-density development, further geotechnical investigation would be recommended. However, shallow foundations are feasible for this site including residential homes with basements. Recommendations for the design of shallow footings and slab-on-grade foundations are outlined in the geotechnical report and can be made available to anyone purchasing a lot.

As noted in the original report to Council that was presented on January 25th, 2021 during first reading of the bylaw, and in the work done by the Professional Community Planner, the rezoning of this lot is in line with the Town's Zoning and Building bylaw as well as already approved in the Community Plan. The design of the Fraser Place development has attempted to incorporate the concerns of residents with respect to maintaining the trail system and greenspace in the area. Administration recommends that Council proceed with the approval of this rezoning and the development of Fraser Place as designed.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Zoning & Building Bylaw No. 1812
Community Plan Bylaw No. 1811-18
Community Planners Report

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Letter from M. Staszuk, March 16, 2021
Email from M. Staszuk, March 18, 2021
Letter from J. Bauer, March 8, 2021



SPECIAL MEETING MINUTES March 22nd, 2021

Prepared by:

Mike Auge
Director of Public Works
Date: March 19, 2021

Reviewed by:

Glenn Smith
SAO
Date: March 19, 2021

5. BYLAW

a. Bylaw 1812"Z" – Second Reading

#21-091

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

CARRIED

b. Bylaw 1812"Y" – Third and Final Reading

#21-092

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

CARRIED

6. ADJOURNMENT

#21-093

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 6:37pm.

CARRIED

Certified Correct as Recorded on the 22nd Day of March 2021

These minutes were accepted by motion #_____.

Mayor

Senior Administrative Officer



HAY RIVER RECREATION COMMITTEE MEETING FEBRUARY 16TH 2021

Doug Wieterman Hall at HR Community Centre

Meeting Minutes

1. **Call to Order:** 12:07PM

- A. Present: Steve Campbell, Ray Levesque, Terry Rowe, Christy Schwartz, Nikki Ashton, Keith Dohey, Amy Burt, Stephane Millette
- B. Conference call: Paula Gour
- C. Absent: n/a

Motion: **That Steve Campbell be named Chair of the Recreation Committee for the remainder of the current term ending December 31st 2021.**

- 1. *Mover: Nikki Ashton;*
- 2. *Seconder: Terry Rowe;*

CARRIED

2. **Approval of Minutes:**

- A. Minutes from December 8th regular meeting;
 - 1. *Mover: Terry Rowe;*
 - 2. *Seconder: Nikki Ashton;*

CARRIED

3. **Announcements:**

- A. **Steve Campbell welcomes and recognizes new committee members;**
- B. **Terry Rowe declares conflict of interest regarding agenda item 6B;**

4. **Delegation:**

- A. S. Clouthier of Pizza Pig (re: F Wharf Pavilion seasonal concession contracts);
 - i. **Recreation Committee directs Administration to review the request and prepare a report with recommended rates and contract structure for Fisherman's Wharf Pavilion seasonal concession operators.**

5. **Old Business:**

- A. Department of Recreation COVID19 Operational Update;
 - i. Department of Recreation Report for January 2021

– as presented by Director of Recreation

1. End of ice season dates (Hockey North recent communication);

– update provided by Director of Recreation

B. THR Flower Supply tender awarded;

– update provided by Director of Recreation

6. New Business:

A. CANNOR 2021-24 funding EOI – Bob McMeekin Chamber Park

– update provided by Director of Recreation

i. 2021-25 THR Greenspace Revitalization Projects Summary

– update provided by Director of Recreation

B. Report to Council – MP Room Fitness Equipment Review

I. **Report for Council (draft) presented by Director of Recreation with background and capital budget details;**

II. **Motion tabled and special meeting scheduled for February 19th 2021;**

7. Other Business

8. **Date of Next Meeting** (monthly on second Tuesday of month)

A. Special Meeting: February 19th (lunch hour);

B. Regular meeting: March 9th (lunch hour);

9. Adjournment



HAY RIVER RECREATION COMMITTEE MEETING FEBRUARY 19TH 2021

Doug Wieterman Hall at HR Community Centre

Meeting Minutes

Special Meeting – Multipurpose Room Fitness Equipment Review

1. **Call to Order:** 12:09PM
 - A. Present: Steve Campbell, Ray Levesque, Terry Rowe, Christy Schwartz, Nikki Ashton, Keith Dohey, Amy Burt, Stephane Millette
 - B. Conference call: Paula Gour
 - C. Absent: n/a
2. **Approval of Minutes:** n/a
3. **Announcements:**
 - A. Terry Rowe declares conflict of interest regarding agenda item 6-B.
4. **Delegation:**
 - A. Terry Rowe on behalf of Fitness for Life gym;
5. **Old Business:**
 - A. **Director of Recreation proposes amendment to Report for Council titled - *MP Room Fitness Equipment Review Feb 2021*;**

Motion: That Town Administration purchase additional fitness equipment to enhance and diversify fitness programming specific to instructor led classes delivered by THR staff, local contractors and/or virtual instructor options, as per the approved 10 year capital plan.

1. *Mover: Steve Campbell*
2. *Seconder: Nikki Ashton;*

CARRIED

6. **New Business:**n/a

7. **Other Business:** n/a

8. **Date of Next Meeting** (monthly on second Tuesday of month)

A. Regular meeting: March 9th (lunch hour);

9. **Adjournment**



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: March 29th, 2021

SUBJECT: LAND SALES INCENTIVE PROGRAM

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER extends the Land Sales Incentive Program through the Year 2021.

BACKGROUND:

In June of 2001 Council approved a Land Sales Incentive Program. This program has been renewed annually with the 10% deposit applying to all lots for sale in Town.

The guidelines for this program were as follows:

- The Land Sales Incentive Program shall apply to all land sales in the Town of Hay River
- Purchaser pays a 10% nonrefundable deposit on land
- Upon acceptance of their application the purchaser gets “possession” of the land, which gives them the right to develop
- Purchaser pays property taxes on the land from date of possession
- Purchaser has up to 12 months from the date of acceptance of their application to pay for the land plus GST (less deposit), interest free
- Upon final payment, the Town will transfer title to the purchaser subject to the development conditions outlined in the Land Administration Bylaw No. 2178 & 2178A and the Agreement for Sale
- If payment for the land is not received within the 12 months period the land reverts to the Town plus all related improvements, the 10% deposit is not refunded
- A new Land Application was developed in 2002 to be used in conjunction with the Land Sales Incentive Program
- For new land sales only

COUNCIL POLICY / STRATEGY OR GOAL:

To promote and facilitate land sales and associated development.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Land Administration Bylaw No. 2178 & 2178A

FINANCIAL IMPLICATIONS:



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: March 29th, 2021

SUBJECT: LAND SALES INCENTIVE PROGRAM

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Susan Gallardo
Lands
Date: 23 March 2021

Reviewed by:
Sam Mugford, CPA, CA
Director of Finance & Administration
Date: 23 March 2021



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: March 29, 2021

SUBJECT: LETTER OF SUPPORT FOR HAY RIVER COMMITTEE FOR PERSONS WITH DISABILITIES

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the Hay River Committee for Persons with Disabilities for their application to access \$25,000 from the FCC AgriSpirit Fund.

BACKGROUND:

The Hay River Committee for Persons with Disabilities (HRCPD) is requesting a letter of support from the Town of Hay River to support a funding application through the FCC AgriSpirit Fund. The \$25,000 application is to fund the purchase of commercial refrigeration equipment to support storage of donated foods received through programs such as Food Banks of Canada.

The HRCPD has been assisting other local non-profit organizations with storage of frozen food including the Hay River Soup Kitchen.

In addition to a request for a letter of support, the HRCPD is requesting that the Council of the Town of Hay River consider the role of supporting partner to access funding that requires a municipal government application. Funding under these arrangements typically see the municipal government disperse received dollars to the non-profit partner for execution. In some cases, the municipal government will charge an administration fee. In general Administration suggests that these agreements be pursued if not in conflict with the Town's own request for program funding support. However, as opposed to the requested general position of support, Administration recommends that the Town review each application on a case-by-case basis to determine fit and conditions applicable.

The Town of Hay River does not have plans to submit an application for funding through the FCC AgriSpirit Fund's current call for submissions.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: March 29, 2021

SUBJECT: LETTER OF SUPPORT FOR HAY RIVER COMMITTEE FOR PERSONS
WITH DISABILITIES

ATTACHMENTS:

Request for Partnership for Access to Funding Sources

Prepared by:

Glenn Smith
SAO
March 22, 2021

Reviewed by:



Hay River Committee for Persons with Disabilities

PO Box 4360

Hay River, NT

X0E 1G1

Phone: (867) 875-4448

Email: hrcpd@northwestel.net

March 18, 2021

Attention: Glenn Smith
Senior Administrative Officer
Town of Hay River
100-62 Woodland Rive
Hay River, NT X0E 1G1

RE: Request for Partnership for Access to Funding Sources

Dear Glenn:

Our non-profit organization, Hay River Committee for Persons with Disabilities (HRCPD) would like the Council of the Town of Hay River, to consider the role of supporting partner so that we may be able to access funding from external sources to help support our local programs. We would be responsible for all application processes, funding allocation, and reporting. Most applications only require the municipal body to accept the funds and disperse to us, to ensure that funds are being distributed to an accredited organization.

Our organization is significantly growing in its program support, identifying the needs of Hay River and providing much-needed services, yet with very limited funds and resources. This mutual partnership would assist us to access funding in the continuity of supporting the community of Hay River. Our office has been open daily since the beginning of the pandemic, providing food/supply hampers, educational support, and many other services, more recently the emergency homeless shelter. We have had years of successful programs to help hundreds of participants in need.

We are also requesting approval for a letter of support as we would like to apply for the FCC AgriSpirit Fund – to access \$25,000 of funding for commercial refrigeration equipment to support the donated foods we have been able to access from Food Banks of Canada. We are currently also helping the Hay River Soup Kitchen and others in the community by storing frozen food for them. Due to minimal food storage available at their building, we are helping them with storage at our facility. As we may be receiving frozen food again in the future, it is integral that we are compliant with food-safe guidelines, and we want to ensure we have reliable and certified equipment for proper food storage.

Thank you for your consideration and appreciate the Council reviewing our request.

Sincerely,

Pravina Bartlett
Executive Director

/pb

Executive Director: Pravina Bartlett (875-8385)
Program Director: Kurtis Sheane (875-8650)

66 Industrial Drive

Hay River, NT X0E 0R6

P: (867) 875-4448 (available daily, 24-hours)

F: (867) 875-4442

E: hrcpd@northwestel.net



What We Offer to Hay River and Neighboring Communities

- ▶ Advocacy and program/educational support for persons with disabilities and their families
- ▶ Programs:
 - ▶ Moving Forward Emergency Homeless Shelter for men and women (15 beds, first-come-first-serve) – 7pm to 7:00am
 - ▶ Case Management Support – to navigate through local and government services
 - ▶ Employment
 - ▶ Literacy
 - ▶ Life Skills
 - ▶ Nutrition and Recreation
 - ▶ Residential School Trauma Support
 - ▶ Substance Addictions Support (weekly and private sessions)
 - ▶ Meals
 - ▶ Clothing
 - ▶ Housing-Access Support
 - ▶ On-The-Land
 - ▶ Crafts & Arts
 - ▶ Social Programs
 - ▶ Training Courses/ Employment Skills:
 - PC and Administration
 - Driver's license
 - Snow Removal
 - Landscaping
 - Heavy Equipment
 - Customer Service & Sales
 - Food Services Industry – Commercial and Food Safe
 - Agriculture - garden & greenhouse– food production and harvesting
 - ▶ Youth Programs: employment, literacy, life-skills, homework, post-secondary support, peer-support, recreation and social events

We are here to help you and your family.



REGULAR MEETING OF COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: MARCH 29TH, 2021

SUBJECT: LETTER OF SUPPORT FOR FORT SIMPSON METIS NATION

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the Fort Simpson Metis Nation project proposal for the Northern Food Innovation Challenge.

BACKGROUND:

The Northern Food Innovation Challenge is a proposal challenge under the Northern Isolated Communities Initiative (NICI) fund. The objective of this challenge is to support innovative, community-led projects for local and indigenous food production systems with the overall goal of improving food security in Canada's territories.

The Fort Simpson Metis Nation is proposing to establish a bison ranch and to build a meat processing facility in the Dehcho region. The goal is to raise bison and process bison meat for the NWT economy. There are many benefits to utilizing bison for meat protein and raising and producing bison within the territory can help lower our cost of living and help Canada reduce GHG emissions.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Prepared by:
Stacey Barnes
Council Administrator
March 26, 2021

Reviewed by:



FORT SIMPSON MÉTIS NATION

Box 408
Fort Simpson, NT
X0E 0N0

Tel: (867) 695-2431 Fax: (867) 695-2040
E-mail: metisnation52@northwestel.net

March 12, 2021

RE: Northern Food Innovation Challenge

Dear Mayor and Council,

I am writing you today to seek support from your organization regarding the Fort Simpson Metis Nations' project proposal for the Northern Food Innovation Challenge.

The Northern Food Innovation Challenge is a proposal challenge under the Northern Isolated Communities Initiative (NICI) fund. The objective of this challenge is to support innovative, community-led projects for local and indigenous food production systems with the overall goal of improving food security in Canada's territories.

The Fort Simpson Metis Nation is proposing to establish a bison ranch and to build a meat processing facility in the Dehcho region. The goal is to raise bison and process bison meat for the NWT economy. There are many benefits to utilizing bison for meat protein and raising and producing bison within the territory can help lower our cost of living and help Canada reduce GHG emissions.

This challenge has a small-time frame for proposal submissions, so your timely response to this request is important and appreciated. If your council is in support of this project, please respond with a letter of support at your earliest convenience.

Thank you for your time and consideration, we are looking forward to hearing from you and we also look forward to serving your community in the years to come.

Thank you,

Daniel Peterson
President, Fort Simpson Metis Nation



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: 03/29/2021

SUBJECT: Bylaw No. 2425 – Taxi Licence By-law

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report on Bylaw No. 2425 – Taxi Licence as presented

BACKGROUND:

Over the last several years, the Town of Hay River has received many complaints surrounding taxi service levels and difficulties in accessing taxis. Long wait times for a taxi and no-response from taxi dispatchers have been the typical complaint. These concerns combined with general bylaw compliance concerns led to Council's interest in a review of the Taxi Bylaw and consultation with existing licensed taxi operators to understand violations with the hopes to identify opportunities for service improvement.

The Town of Hay River Administration met with both licensed taxi operators (Reliable Cabs and Island Taxi) through multiple meetings which provided insight into the market and the challenges of compliance with the Taxi License bylaw. Both companies indicated difficulties in meeting the service level requirements of the bylaw surrounded challenges in recruitment and retention of drivers, the sparse geography of the community, COVID and fluctuations in taxi demand. Other concerns included taxi driver safety and timelines to permit drivers. A joint letter from Reliable Cabs and Island Taxi was submitted with their recommended changes to the Taxi Bylaw.

On December 16, 2020 and again on March 18th, 2021 the Town of Hay River Policy and Bylaw Committee met to discuss findings from the meetings with the taxi operators and changes to the Taxi Licence Bylaw. The most significant proposed change to the Taxi License Bylaw attempts to better balance taxi supply requirements with current consumer demand. This is achieved by altering the minimum requirements of the number of taxis according to day and time of week. The existing bylaw requirement is that for each Taxi Brokerage (dispatch) license there be a minimum of two licensed taxis and 24/7 response. The proposed minimum requirements are as follows.

- i) One (1) taxi between 10:00am and 6:00pm Sunday and statutory holidays;
- ii) Two (2) taxis between the hours of 6:30am and 6:00pm Monday through Thursday;



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: 03/29/2021

SUBJECT: Bylaw No. 2425 – Taxi Licence By-law

- iii) One (1) taxi between the hours of 6:00pm and 2:00am Monday through Thursday; and
- iv) Two (2) taxis between 6:30 am to 3:00 am Friday and Saturday

While the proposed changes reduce the required hours of availability and number of taxis for off peak periods, the intent is to improve feasibility of operations and subsequent service levels. It is expected that patrons be aware of the hours of operation and plan taxi travel accordingly. Taxi Brokerage License holders are permitted to extend their hours and to match any increase in demand.

Other changes to the bylaw include:

- i) Wording change from “Taxi Permit” to “Chauffer’s Permit”
- ii) Minimum licensed Taxis for Brokerage License from 3 to 2
- iii) Corrections to language and forms so that only 1 Taxi per Taxi Licence
- iv) Defined renewal date for licenses and permits (August 31st)
- v) Change of vehicle age allowance from 8 years to 12 years
- vi) Increase in fees to reflect market and inflationary increases

The Taxi License Bylaw was last updated in 2009.

The proposed bylaw has passed through a legal review.

ALTERNATIVES TO RECOMMENDATIONS:

- Changes to terms and conditions

ATTACHMENTS:

- ByLaw 2425 Taxi Bylaw – Track Changes
- Signed Letter from Local Taxi Operators

Prepared by:

Glenn Smith

SAO

March 24, 2021

The Town of Hay River

Northwest Territories



Bylaw No. **2425**

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Taxi Licence Bylaw



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: 03/29/2021

SUBJECT: Bylaw No. 2425 – Taxi Licence By-law

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report on Bylaw No. 2425 – Taxi Licence as presented

BACKGROUND:

Over the last several years, the Town of Hay River has received many complaints surrounding taxi service levels and difficulties in accessing taxis. Long wait times for a taxi and no-response from taxi dispatchers have been the typical complaint. These concerns combined with general bylaw compliance concerns led to Council's interest in a review of the Taxi Bylaw and consultation with existing licensed taxi operators to understand violations with the hopes to identify opportunities for service improvement.

The Town of Hay River Administration met with both licensed taxi operators (Reliable Cabs and Island Taxi) through multiple meetings which provided insight into the market and the challenges of compliance with the Taxi License bylaw. Both companies indicated difficulties in meeting the service level requirements of the bylaw surrounded challenges in recruitment and retention of drivers, the sparse geography of the community, COVID and fluctuations in taxi demand. Other concerns included taxi driver safety and timelines to permit drivers. A joint letter from Reliable Cabs and Island Taxi was submitted with their recommended changes to the Taxi Bylaw.

On December 16, 2020 and again on March 18th, 2021 the Town of Hay River Policy and Bylaw Committee met to discuss findings from the meetings with the taxi operators and changes to the Taxi Licence Bylaw. The most significant proposed change to the Taxi License Bylaw attempts to better balance taxi supply requirements with current consumer demand. This is achieved by altering the minimum requirements of the number of taxis according to day and time of week. The existing bylaw requirement is that for each Taxi Brokerage (dispatch) license there be a minimum of two licensed taxis and 24/7 response. The proposed minimum requirements are as follows.

- i) One (1) taxi between 10:00am and 6:00pm Sunday and statutory holidays;
- ii) Two (2) taxis between the hours of 6:30am and 6:00pm Monday through Thursday;



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: 03/29/2021

SUBJECT: Bylaw No. 2425 – Taxi Licence By-law

- iii) One (1) taxi between the hours of 6:00pm and 2:00am Monday through Thursday; and
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While the proposed changes reduce the required hours of availability and number of taxis for off peak periods, the intent is to improve feasibility of operations and subsequent service levels. It is expected that patrons be aware of the hours of operation and plan taxi travel accordingly. Taxi Brokerage License holders are permitted to extend their hours and to match any increase in demand.

Other changes to the bylaw include:

- i) Wording change from “Taxi Permit” to “Chauffer’s Permit”
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- iv) Defined renewal date for licenses and permits (August 31st)
- v) Change of vehicle age allowance from 8 years to 12 years
- vi) Increase in fees to reflect market and inflationary increases

The Taxi License Bylaw was last updated in 2009.

The proposed bylaw has passed through a legal review.

ALTERNATIVES TO RECOMMENDATIONS:

- Changes to terms and conditions

ATTACHMENTS:

- ByLaw 2425 Taxi Bylaw – Track Changes
- Signed Letter from Local Taxi Operators

Prepared by:

Glenn Smith

SAO

March 24, 2021

BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

A BY-LAW of the Council of the Municipal Corporation of the Town of Hay River, in the Northwest Territories, to provide for the supervision, licensing and regulation of Taxis.

PURSUANT TO the provisions of the Cities, Towns and Villages Act, R.S.N.W.T., 2003, c.22, s.48;

WHEREAS the Municipal Corporation of the Town of Hay River deems it necessary to Supervise, Licence and Regulate the Operation of Taxis;

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

SHORT TITLE

1. This By-Law may be cited as the "Taxi Licence By-Law"

INTERPRETATION

2. In this By-Law;

- (a) "Chauffer's Permit" means a permit to operate a Taxi issued by the Town pursuant to this Bylaw;
- (b) "Council" means the Council of the Town;
- (b) "Driver" means the holder of a valid and subsisting Chauffer's Permit issued pursuant to Sections 8 to 16 of this By-law;
- (c) "Driver's Licence" or "Licence" means a class a valid Class 1, 2, 3 or 4 Driver's Licence issued under the Motor Vehicles Act of the Northwest Territories;
- (d) "Motor Vehicle" means a motor vehicle as defined in the Motor Vehicles Act, R.S.N.W.T. 1988, c. M-16;
- (e) "Person" means an individual, partnership or corporation;
- (f) "Protective Services Officer" means a person who is appointed in accordance with the Cities, Towns and Villages Act as a By-Law Officer to enforce the By-Laws of the Town of Hay River, and any Peace Officer who is authorized to enforce the By-Laws of the Town of Hay River;
- (e)(g) "Senior Administrative Officer" means the Senior Administrative Officer of the Town, appointed pursuant to Section 43 of the Cities, Towns and Villages Act, R.S.N.W.T. 2003, c.22, s.48, or his delegate;
- (h) "Taxes" means the Goods and Services Tax as levied by the Government of Canada; or any other applicable taxes;
- (i) "Taxi" means a Motor Vehicle that is used to carry for hire or reward, not more than twelve (12) passengers, excluding the Driver thereof, but does not include a bus or truck;
- (j) "Taxi Brokerage Business" means a person, partnership or corporation which dispatches licensed Taxis;
- (k) "Taxi Brokerage Licence" means a license issued pursuant to section 6 of this Bylaw;
- (l) "Taxi Licence" means a licence issued pursuant to Section 5 of this Bylaw;
- (m) "Taxi Meter" means an approved device visible in a Taxi, which computes and shows the fare payable for each taxi trip, calculated on the distance travelled, or on waiting time elapsed, or both;
- (n) "Taxi Operator" means a person who holds a valid and subsisting Taxi Licence issued pursuant to this By-Law; and
- (o) "Town" means the Municipal Corporation of the Town of Hay River and, where the circumstances require, refer to the area within the geographic boundaries of the Town.

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

3. No person shall operate a Motor Vehicle of any type for the purpose of conveying passengers for hire or reward within the Town of Hay River unless that person holds a valid Chauffer's Permit and there is a valid and subsisting Taxi Licence for such Motor Vehicle, issued pursuant to this By-Law.
4. No person shall operate a Taxi Brokerage Business, within the Town of Hay River, unless there is a valid and subsisting Taxi Brokerage Licence issued to the Taxi Brokerage Business pursuant to this By-Law.

TAXI LICENCE

5. (1) An application for a Taxi Licence shall be submitted in writing to the Senior Administrative Officer in Form "B1" and shall include the following information:
- (a) vehicle description outlining make, year, model and serial number;
 - (b) a mechanical inspection certificate issued no more than six (6) months prior to the application;
 - (c) a fee as prescribed in Schedule A.
- (2) Upon being satisfied that Subsection 5 (1) has been complied with, and that the applicant has provided satisfactory proof of the following:
- (a) valid Business Licence;
 - (b) valid public service vehicle registration and insurance;
 - (c) the vehicle is equipped with a properly functioning hands free two-way radio or other form of communication licensed and approved by the Government of Canada Department of Communications
 - (d) the vehicle is equipped with a properly functioning Taxi Meter; and
 - (e) that the applicant has entered into a written contract with a Taxi Brokerage Business for the provision of dispatch service, or that the applicant holds a valid Taxi Brokerage Licence.

the Senior Administrative Officer may issue a Taxi Licence to the applicant.

- (3) Every Taxi Licence holder shall notify the Senior Administrative Officer in writing in the event that a Taxi identified in his or her Taxi Licence is out of operation for more than forty-eight consecutive hours due to mechanical breakdown or for any other reason, providing particulars of:

- (a) the reason that the Taxi is out of operation;
- (b) the date and time that the Taxi was taken out of operation; and
- (c) the date on which the Taxi Owner expects the Taxi to be returned to operation.

- (4) No Taxi Licence holder shall allow a Taxi identified in his or her Licence to remain out of operation for more than 30 consecutive days, whether for reasons of mechanical fitness or otherwise, without securing the prior written consent of the Senior Administrative Officer on application, providing such particulars and evidence as the Senior Administrative Officer may require. The Senior Administrative Officer may consent to the Taxi being out of operation for a further period of time subject to conditions or may refuse such request.

- (5) In the event that a Taxi is out of operation for a period in excess of 30 days or such longer period as may be authorized by the Senior Administrative Officer or in the event that the Taxi Owner does not comply with subsection (3) or (4), the Senior Administrative Officer may Suspend or Revoke the Taxi Licence.

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TAXI LICENCE TRANSFER

- (6) No Taxi Licence shall be transferred except in compliance with the terms of this By-law and with the prior written approval of the Senior Administrative Officer.
- (7) An application to transfer a Taxi Licence in Form "C" or "C1" attached to this By-Law shall be completed by each applicant and shall be accompanied by a fee as prescribed in Schedule A.
- (8) Upon being satisfied:
- (a) with respect to an application in Form "C" or "C1" that the applicant has provided proof that the Taxi to which the Taxi Licence is being transferred has met the applicable parts of Section 5 of this By-Law; and
 - (b) with respect to an application in Form "C" that the vehicle of which the Taxi Licence was issued, is withdrawn from use as a Taxi, the two-way radio equipment and Taxi Meter must be immediately removed from that Taxi;
- the Senior Administrative Officer may approve the transfer, cancel the existing Taxi Licence, and issue a new one to the applicant.
- (9) A Taxi Licence shall be valid for a period of no longer than one year and expire on the last day of August following its effective date.
- (10) A Taxi Licence in the form of Form "B", and a plate in the form of Form "B2" shall be issued to the applicant and displayed prominently in the Taxi at all times.

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TAXI BROKERAGE LICENCE

6. (1) An application for a Taxi Brokerage Licence shall be submitted, in writing, to the Senior Administrative Officer in Form "A", and shall include the following information:
- (a) the name of the proprietor, or, if a partnership or corporation, the names of all partners, shareholders, officers or directors;
 - (b) location and description of dispatch service, and a complete list of equipment to be used in operating the Taxi Brokerage Business;
 - (c) a fee as prescribed in Schedule A.
- (2) Upon being satisfied that Subsection 6 (1) has been complied with, and that the applicant has provided proof of the following:
- (a) valid Business Licence;
 - (b) a properly functioning two way radio system or other form of communication licensed and approved by the Government of Canada Department of Communications.
 - (c) that the applicant has entered into written contracts with Taxi Licence holders in accordance with the weekly schedule with the minimum requirements of:
 - i) One (1) taxi between 10:00 a.m. and 6:00 p.m. Sundays and statutory holidays;
 - ii) Two (2) taxis between the hours of 6:30 a.m. and 6:00 p.m. Monday through Thursday;
 - iii) One (1) taxi between the hours of 6:00pm and 2:00am Monday through Thursday; and

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

iv) Two (2) taxis between 6:30 am to 3:00 a.m. Friday and Saturday

the Senior Administrative Officer may issue a Taxi Brokerage Licence to the applicant.

(3) A Taxi Brokerage Licence shall be valid for a period of no longer than one year and expire on the last day of August following its date of issue.

(4) The holder of a Taxi Brokerage Licence is required to immediately notify the Senior Administrative Officer in writing when:

- (a) there are fewer than two (2) licensed Taxis associated with the Company at any time; or
- (b) The Taxi Brokerage Business can no longer provide minimum service levels required by Subsection 6 (2) (c) for any reason; or
- (c) any licensed Taxi begins or ceases their association with the holder of the Brokerage Licence.

(5) Every business with a Taxi Brokerage Licence shall maintain dispatch records for a period of twelve (12) months, which records shall be available for inspection within twenty-four (24) hours of the Senior Administrative Officer's written request.

(6) Dispatch records shall include:

- (a) the name and start and stop times where a driver is on duty and the unit number he or she is operating; and,
- (b) a record of each call for service including: the name, telephone number or description of the passengers, the pickup location, the time of service request, pickup time, and the taxi unit number assigned to the call.

(7) A Taxi Brokerage Licence may be deemed cancelled whenever the minimum requirements of this By-Law cannot be met.

TAXI BROKERAGE LICENCE TRANSFER

7. (1) No Taxi Brokerage Licence shall be transferred except with the prior written approval of the Senior Administrative Officer.

(2) An application to transfer a Taxi Brokerage Licence in Form "C3" of this By-Law, shall be completed by each applicant, and shall be accompanied by the fee prescribed in Schedule A

(3) Upon being satisfied that the applicant has provided proof that the transferee has met the conditions of Section 6, the Senior Administrative Officer may approve the transfer, cancel the existing Taxi Brokerage Licence, and issue a new one to the transferee.

CHAUFFER'S PERMIT

8. No person shall operate a Taxi without a valid Chauffer's Permit issued under this By-Law.

9. No person shall be issued a Chauffer's Permit unless the person:

- (a) has attained the full age of eighteen (18) years;
- (b) has a valid Driver's Licence, or has an equivalent valid driver's licence from another Canadian province or territory; in which case the person must provide satisfactory proof to the Senior Administrative Office within ninety (90) days of

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

- the date of the application for the ~~Chauffer's~~ Permit of having a valid Class 1,2, 3 or 4 Northwest Territories driver's licence;
- (c) has completed an application and statutory declaration as set out in Form "D";
- (d) has a thorough knowledge of the locations, streets, public buildings, points of interest in Hay River, of the provisions of this By-Law and other Town By-Laws, Territorial Statutes and Regulations relating to motor vehicle traffic, and the operation of a motor vehicle;
- (e) has provided a current, certified true copy of his/her Driver's Licence Abstract;
- (f) can speak, read and write the English language
- (g) has received a Record Check Consent from the local Royal Canadian Mounted Police Detachment that the person meets the requirements set out in Section 10 of this By-Law.
10. No ~~Chauffer's~~ Permit or renewal thereof shall be issued to any person who:
- (1) has been convicted under the Criminal Code of Canada of:
- (a) a sexual offence or offence relating to corrupt public morals; or
- (b) who is prohibited from possessing firearms or any explosive substance;
- (2) has been convicted under the Criminal Code of Canada within a five (5) year period immediately preceding the date of application of:
- (a) an offence relating to criminal negligence, homicide, assault causing bodily harm, kidnapping and abducting; or
- (b) an offence relating to robbery or extortion.
- (3) has been convicted under the Controlled Drugs and Substances Act within the five (5) year period immediately preceding the date of application of any offence not described in subsections 10 (1) or 10 (2).
- (4) has been convicted under the Liquor Act for the unlawful sale and supply of liquor within a period of three (3) years immediately preceding the application; or
- (5) has been convicted of a total of five offences under the Motor Vehicles Act or any By-Law of the Town regulating taxis or traffic within a period of one year immediately preceding the application.
11. The Senior Administrative Officer, upon:
- (a) receipt of an application for a ~~Chauffer's~~ Permit as prescribed in Form "D" of this By-Law;
- (b) payment of the ~~Chauffer's~~ Permit Fee as prescribed in Schedule A;
- (c) being satisfied that the conditions of this By-Law have been met;
- may issue a ~~Chauffer's~~ Permit to the applicant as Form "E" of this By-Law.
12. Any application containing false information, or failure to provide any required information under this By-Law, constitutes grounds to refuse, suspend or cancel a ~~Chauffer's~~ Permit.
13. A ~~Chauffer's~~ Permit shall be valid for a period of no longer than one (1) year and shall expire on the last day of August following its effective date.
14. A Driver shall display his or her ~~Chauffer's~~ Permit on the passenger side visor of the Taxi which he or she is operating, so that it is visible to any passenger.

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

15. (1) A ~~Chauffer's~~ Permit or renewal thereof shall be immediately revoked or suspended by the Senior Administrative Officer ~~if:~~

- (a) ~~the Taxi Operator's~~ Driver's Licence ~~is~~ revoked or suspended;
- (b) ~~the Taxi Operator's~~ application ~~was approved based on a driver's license issued outside the Northwest Territories, and the Taxi Operator fails to provide~~ the required Northwest Territories Driver's ~~License within 90 days of the date of issue of the~~ ~~Chauffer's Permit; or~~
- (c) ~~the Taxi Operator has~~ been convicted of ~~any of the~~ offenses referred to in Section 10.

(2) All ~~Chauffer's~~ Permits issued by the Town ~~remain the property of the Town, and shall be immediately surrendered to the Protective Services Specialist or the Senior Administrative Officer:~~

- (a) within twenty-four (24) hours of suspension or revocation pursuant to this By-Law; or
- (b) upon the expiration date.

16. Notwithstanding any other provision of this By-Law, a ~~Chauffer's~~ Permit shall be issued, or reinstated, by the Senior Administrative Officer upon the direction of Council where, following an appeal filed in accordance with Section 24 of this By-Law, Council is satisfied that the driving record and criminal record of the appellant is such that the Permit should, pursuant to this By-law, be properly issued or reinstated, as the case may be.

APPEALS

17. An applicant for ~~or holder of a~~ ~~Chauffer's~~ Permit, ~~Taxi Brokerage Licence~~, or ~~Taxi~~ Licence may appeal to Council the decision of the Senior Administrative Officer to refuse, revoke, or suspend a ~~Chauffer's~~ Permit, ~~Taxi Brokerage Licence~~ or Taxi Licence within ten (10) days of the date of notice of such refusal, revocation, or suspension, and a decision of Council on such appeal shall be final.

18. Any person ~~may~~ appeal to Council any decision of the Senior Administrative Officer to grant a ~~Chauffer's~~ Permit, ~~Taxi Brokerage Licence~~, or Taxi Licence within ten (10) days of the date of ~~issue~~, and a decision of Council on such appeal shall be final.

19. An appeal made under Sections 17 or 18 shall:

- (a) be in writing, stating reasons for the appeal;
- (b) be delivered to the Senior Administrative Officer;
- (c) be heard by Council at a regular or special Council meeting within twenty-one (21) days from the date it is received; and
- (d) be accompanied by a fee as described in the Fees and Charges Bylaw.

DRIVERS

20. A Driver shall not:

- (a) smoke in the Taxi or permit any other person to smoke in the Taxi;
- (b) use abusive or insulting language;
- (c) permit a greater number of passengers to be carried in the Taxi than the number of seats and number of seat belts provided;
- (d) set the Taxi in motion while a passenger is entering or leaving the Taxi;
- (e) collect fees, or give change, while the Taxi is in motion;
- (f) take on additional passengers after the Taxi has departed, unless with the consent of the passengers already in the Taxi;

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

- (g) discriminate in any way against any person while on duty because of sex, race, religion, colour or creed;
- (h) refuse to convey within the Town any orderly persons upon request, unless the Taxi is engaged, or the Driver is prohibited by law from, or incapable of, conveying such person, or unless the person is an unaccompanied child under the age of eight (8) years; or
- (i) consume alcohol or non-prescription drugs in the Taxi or allow any person to consume alcohol or non-prescription drugs in the Taxi.

21. A Driver shall:

- (a) extend taxi service from curb to curb;
- (b) unless otherwise directed by a passenger, drive the most direct practicable route to the destination;
- (c) pull to the side of the road or into a reasonably safe spot and not drop off passengers in the middle of intersections or roadways
- (c) upon request by a passenger, issue a receipt of the fare paid;

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22. A Driver shall, when so requested, assist any Officer, member of the R.C.M.P., or member of the Hay River Fire Department, by conveying any person to any place within the Town, and the Driver shall be entitled, after the performance of such service, to receive the prescribed fare which shall be paid by the responsible party.

23. (1) No Taxi Operator or Driver shall operate, or permit to be operated, any Taxi unless:

Deleted: such Taxi

- (a) such Taxi is clean, in good repair, and in safe mechanical condition;
- (b) the Taxi is inspected by an independent licensed mechanic twice yearly,
- (c) the Taxi has a mechanical inspection certificate issued by an independent licensed mechanic once a year on vehicles up to five years of age and twice each year after 5 years of age as specified in the Taxi Licence.
- (d) the Taxi is over twelve (12) years old
- (e) the company name and unit number of the Taxi are conspicuously displayed on the exterior of the Taxi in letters of a minimum of three (3) inches in height, on each side of the Taxi, or each side of the Taxi roof light;
- (f) the Taxi has a properly operating Taxi Meter;
- (g) the Taxi has effective two-way communications device with a dispatcher; and
- (h) the Taxi has a functional spare tire and jack properly stored;
- (i) the side windows which are intended to open and close are in good repair and working order; and
- (k) every door or trunk lid closes securely

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(2) For the purpose of this Section, "Unit Number" means a number assigned by a Taxi Brokerage Business to a Taxi for identification.

24. Every Taxi Operator and every Driver shall, upon demand, by an Officer;

- (a) permit the Officer to inspect any Taxi and the contents thereof; and
- (b) submit and deliver each Taxi, under the control of such Taxi Operator and such Driver, to an Officer for testing and inspection, the full cost of which shall be borne by the Taxi Operator.

25. (1) Every Taxi Operator and every Driver shall, not less than once a year, submit and deliver each Taxi under the control of such Taxi Operator and such Driver, to an Officer for the testing and inspection of the Taxi Meter. If the testing and inspection of the Taxi Meter indicates that the rates are other than those published in accordance with this, the Taxi

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

Meter shall be repaired. Any Taxi in which the Taxi Meter has previously indicated rates other than those published in accordance with this By-Law shall be subject to further inspection, upon demand.

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- (2) No person shall remove, or tamper with a seal affixed to a Taxi Meter without prior written approval from the Senior Administrative Officer.

26. Every Taxi Meter in a Taxi shall:

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- (a) be so located and so illuminated as to permit the fare to be read at all times by a passenger in the front or in the rear seat of the Taxi;
(b) be programmed or set to the fares set by the Taxi Brokerage Business; and
(c) have the G.S.T. payable on the metered portion of the fare included in the illuminated display on the Taxi Meter.

27. No person shall operate a motor vehicle within the Town of Hay River that is equipped with a Taxi Meter, taxi sign, or any other type of taxi markings, unless a valid Taxi Licence has been issued for such vehicle, pursuant to this By-Law.

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TAXI FARES

28. Rates are to be set by Taxi Brokerage Businesses with notice given at least thirty (30) days prior to implementation and rates must be published at Town Hall.

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29. A legible schedule of fare rates, as authorized by this By-Law, shall be prominently displayed at all times in each Taxi, and in the Office of each Taxi Brokerage Business.

PENALTIES

30. Any person violating any provision of this By-Law is guilty of an offence, and is liable, upon Summary Conviction, to a fine not exceeding:

- (a) Two Thousand (\$2,000.00) Dollars for an individual;
(b) Ten Thousand (\$10,000.00) Dollars for a corporation; and
(c) Imprisonment for a period not exceeding six (6) months, in default of payment of a fine.

31. An Officer may issue a Summary Offence Ticket Information, in the form prescribed by the Summary Conviction Procedures Act and Regulations, to any person who violates any provision of this By-Law:

- (a) setting out a specified penalty of:

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- (i) One Hundred (\$150.00) Dollars for an individual; and
(ii) Two Hundred (\$300.00) Dollars for a corporation;

which may, in lieu of prosecution, be paid voluntarily prior to the court date specified on the ticket; or

- (b) Which requires a court appearance without a specified penalty.

REPEAL

32. Bylaw 2165 and the amendments thereto are hereby repealed.

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EFFECT

BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

33. This By-Law shall come into effect upon receiving Third Reading, and otherwise meets the requires of Section 58 of the Cities, Towns and Villages Act.

READ A FIRST AND SECOND TIME this day of

MAYOR

READ A THIRD AND FINAL TIME this day of and passed with the consent of Council.

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, s48 and the bylaws of the Municipal Corporation of the Town of Hay River on this day of

SENIOR ADMINISTRATIVE OFFICER

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PAGE 1 OF 2
FORM "A"
TO 2165

APPLICATION FOR A TAXI BROKERAGE LICENCE

Name of Applicant _____

Ltd. Company _____ Partnership _____

Proprietorship _____

Names and Addresses and Occupations of Officers, Partners or Owners:

Location of Office _____ Telephone No. _____

I, _____, of the Town of Hay River, declare that the applicant:

- i) holds a valid and subsisting Business Licence issued pursuant to the Business Licence By-Law of the Town of Hay River;
- ii) has entered into written contracts for the provision of at least two (2) Taxis;
- iii) is able to provide and maintain service in accordance with the schedule defined in section 6.2(c) with telephone, two-way radio and/or dispatcher, licensed by the Government of Canada, Department of Communications; and
- iv) that the applicant has received and read a copy of the current Town of Hay River Taxi License By-Law and agrees to operate in accordance with the provisions thereof.

List of operating equipment for the dispatch service, submitted with this application:

Date _____

DECLARED before a Commissioner of)
Oaths at the Town of Hay River in the)
Northwest Territories, this _____ day of)
_____, 2____.)

) APPLICANT

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

A Commissioner in and for the Northwest
Territories

Please print name:

My Commission expires:

PAGE 2 OF 2
FORM "A"
TO 2165

APPLICATION FOR A TAXI BROKERAGE LICENCE

VEHICLES

MAKE	YEAR	MODEL	SERIAL No.	TAXI LICENCE NO.
------	------	-------	------------	------------------

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FORM "B"
TO 2165
TAXI LICENCE

Date: _____

This is to certify that _____ of _____
(Company) (Address)

Hay River, of the Northwest Territories, having complied with the requirements of the Taxi By-law, and having paid the prescribed fee thereunder, is licensed to operate the following vehicle, as a Taxi within the Town of Hay River:

MAKE	YEAR	MODEL	SERIAL No.	NWT LICENCE NO.	TAXI LICENCE NO.
------	------	-------	------------	-----------------	------------------

This licence expires at midnight (2400 hours) on the 31st day of August, 20____.

Senior Administrative Officer

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

FORM "B1"
TO 2165
APPLICATION FOR A TAXI LICENCE

Name of Company: _____

Ltd. Company: _____ Partnership: _____

Proprietorship: _____

Director or Agent: _____ Address: _____

Location of Office: _____ Telephone No. _____

I, _____ representing _____
(Agent) (Company)

of _____, declare that the company:

- i) holds a valid and subsisting Licence issued pursuant to the Business By-Law of the Town of Hay River;
- ii) has had a certified mechanical inspection by a certified, licensed mechanic completed within ~~six~~ (6) months of the date of this application;
- iii) holds a valid and legally binding contract with a licensed Taxi Brokerage Business for dispatcher service (copy attached hereto);
- iv) holds a valid Public Service Registration and property insurance coverage applicable for the company's taxi for the current licensing year;
- v) has a properly functioning hands free two-way radio or other form of communication licensed and approved by the Government of Canada Department of Communications in the Taxi; and
- vi) has ~~a~~ properly functioning ~~Taxi Meter~~ in the Taxi.

Taxi described as follows:

MAKE	YEAR SERIAL NO. LICENCE NO.	MODEL
_____	_____	_____

(Applicant) (Date)

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

FORM "B2"
TO 2165

SAMPLE TAXI PLATE WITH VALIDATION

FORM "C"
TO 2165

APPLICATION TO TRANSFER LICENCE PLATE
(Must be accompanied by Mechanical Inspection Form)

I, _____ of _____
(Company) (Address)

represented by _____ of _____
(Agent) (Address)

make application to transfer my Taxi Licence No. _____ for the
current year of _____.

FROM:

MAKE	YEAR	MODEL	SERIAL No.	TAXI LICENCE NO.
------	------	-------	------------	------------------

TO:

MAKE	YEAR	MODEL	SERIAL No.	TAXI LICENCE NO.
------	------	-------	------------	------------------

Signature of Applicant _____ Date _____

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FORM "C1"
TO 2165

APPLICATION TO TRANSFER OWNERSHIP OF TAXI LICENCE

I, _____ of _____
(Company) (Address)

represented by _____ of _____
(Agent) (Address)

make application to transfer my Taxi Licence No. _____ for the current
year of _____ to _____ of _____
(Company)

_____ represented by _____
(Agent)

of _____ having met all the requirements under
Section 5 of the Taxi Licence _____.

Taxi is described as follows:

MAKE	YEAR	MODEL	SERIAL No.	TAXI LICENCE NO.
------	------	-------	------------	------------------

Signature of Applicant

Date

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

FORM "C3"
TO 2165

APPLICATION FOR TRANSFER OF TAXI BROKERAGE LICENCE

I, _____ of _____ represented by
(Company) (Address)

_____ of _____ make
(Agent) (Address)

application to obtain the Taxi Brokerage Licence for the current year of

_____ of _____
(Company) (Address)

represented by _____ of _____
(Agent) (Address)

having obtained the following requirements:

- i) holds a valid and subsisting Licence issued pursuant to the Business Licence By-Law of the Town of Hay River;
- ii) has written contracts for the provision of at least two (2) Taxis;
- iii) is able to provide and maintain a the service levels required by the bylaw with telephone, two-way radio and/or dispatcher, licensed by the Government of Canada, Department of Communications; and that the applicant has received and read a copy of the current Town of Hay River Taxi Licence By-Law, and agrees to operate in accordance with the provisions thereof.

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List of operating equipment for the dispatch services, submitted with this application:

Date

DECLARED before a Commissioner of)
Oaths at the Town of Hay River in the)
Northwest Territories, this _____ day of)
_____, _____)

APPLICANT

A Commissioner in and for the Northwest
Territories
Please print name:
My Commission expires:

FORM "D"
TO 2165

APPLICATION FOR **CHAUFFER'S PERMIT**

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Name of Applicant: _____

Address: _____ Telephone No. _____

I, _____, of the Town of Hay River,
declare that I:

- i) am eighteen (18) years of age or more;
- ii) speak, read and write the English language;
- iii) have a thorough knowledge of the location of streets, public buildings and points of interest in the Hay River area;
- iv) am the holder of a valid and subsisting Northwest Territories Motor Vehicle Driver's Licence of a class that permits me to operate a taxi; and
- v) have received and read a copy of the current Town of Hay River Taxi By-Law and agree to operate Taxis in accordance with the provisions of this and other By-Laws of the Town of Hay River, as well as Acts and Regulations of the Governments of the Northwest Territories and Canada.

Date

DECLARED before a Commissioner of)
Oaths at the Town of Hay River in the)
Northwest Territories, this _____ day of)
_____, _____)
_____) **APPLICANT**

A Commissioner in and for the Northwest
Territories
Please print name:
My Commission expires:

FORM "E"
TO 2165

~~CHAUFFER'S PERMIT~~


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CHAUFFER'S PERMIT



TOWN OF HAY RIVER

NAME

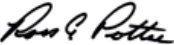
Name


PERMIT NUMBER

Permit Number

EXPIRY DATE

Expiry Date


APPROVED BY



Schedu

le A

Item	Fee
Appeal Fee	\$25.00
Taxi Permit	\$25.00/ year
Taxi Brokerage Licence	\$50.00
Taxi Licence	\$35.00
Taxi Licence Transfer	\$25.00

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BY-LAW NO. 2165/REG/09
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

<u>Item</u>	<u>Fee</u>
<u>Appeal Fee</u>	<u>\$50.00</u>
<u>Chauffer's Permit</u>	<u>\$40.00/ year</u>
<u>Taxi Brokerage Licence</u>	<u>\$75.00 / year</u>
<u>Taxi Licence</u>	<u>\$40.00 / year</u>
<u>Taxi Licence Transfer</u>	<u>\$35.00</u>

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February 19, 2021

TOWN OF HAY RIVER

Protective Services Department , SAO, Town Council

**ATTENTION: ROSS POTTER
GLENN SMITH**

We are submitting this letter with respect to the Hay River Taxi business and to request some changes to the current Bylaw. Both Reliable Cabs and Island Taxi owners have had discussions with the Town of Hay River regarding the current bylaw and we feel change is necessary in some of the areas of concern.

We have come away from those discussions and have come together to request a few changes to the Bylaw. We feel these changes are necessary to better serve the community of Hay River and area and most importantly will ensure that both taxi drivers and patrons are as safe as possible and that the public in general will be able to access our services. We would like to propose the following changes to the Taxi Bylaw:

1) HOURS OF SERVICE:

The current Bylaw requires 24/7 service from taxi companies, the fact is 24 hour service is not required in Hay River, the demand is just not there and most importantly there is a safety factor with middle of the night service. It's a proven fact that the most dangerous hours for drivers are between the hours of 6pm and 6am, Hay River Is no exception to that fact.

We would propose the following hours of operation, stressing service during the average working hours in the town as it relates to most business activity and evening service for the licensed establishments as warranted by demand and at the discretion of the driver

Monday – Thursday 6:30am to 6pm (airport, hotels, work, shopping)

6pm to 2am (driver discretion based on demand)

Monday to Thursday evenings are generally very quiet, for example the legion will most likely be closed at 8pm with the odd exception. Super A is closed at 8pm, the Rooster is closed at 11

Friday – Saturday 6:30am to 6pm (covers all regular daily needs)

6pm to 2am , until bars are finished and cleared out

Weekends are where we hope to be busy although many weekends throughout the year can be very quiet as well,. Services will be available until bars are closed. Patrons should arrange transportation with a Taxi driver or otherwise if they will be requiring a ride later into the evening/morning.

Sunday 10am to 6pm,

Long weekends/tournaments available until midnight, driver discretion

Sundays are usually very quiet, a good day to take a break, clean vehicles after weekend or do maintenance

* Taxi companies will have control over the number of vehicles on the road, based on demand and driver availability. Between the 2 companies and by utilizing social media to keep patrons informed of our availability we feel confident people will be picked up in a timely manner. In the event of large gatherings people need to be proactive in communicating with drivers for getting picked up and keeping the flow of transportation going smoothly.

*Drivers can work later hours if they so choose depending on special events, tournaments, etc.

*Communication from organizations and groups holding functions to the Taxi companies will ensure service will be provided as necessary.

*The public need to be aware and make plans regardless of taxi service to ensure they get home safely

2) **DRIVER TAXI PERMITS:**

In order to ensure the safety of patrons we agree persons driving TAXIS must have proper documentation submitted to the Town in order to get a driving permit . We would however like to see a 30 day probationary period where potential drivers can work while the permitting process takes place. The Bylaw Officer shall be notified of start date of the driver and the necessary personal information of the driver on probationary period. A driver looking to start a probationary period must submit a criminal records check prior to starting.

Finding drivers is very hard and we feel that 30 days is a good period for potential drivers to get documented while also getting to know the job.

3) **2 WAY RADIOS:**

The majority of all dispatch communication is now done via cell phone, we would request that 2 way radios be optional and up to the Taxi companies . Currently RELIABLE CABS has radios and cell phones, ISLAND TAXI uses cell phones only. As it pertains to safety in an emergency situation cell phones can have an emergency number called at the push of a button, cell phones can also be programmed with location tracking services.

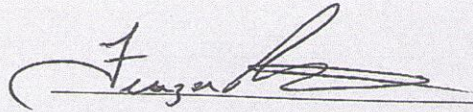
Taxi owners need to have the flexibility to run our companies to the best of our abilities in order to remain viable. We look forward to working with you to ensure that these and any future challenges are addressed and taken care of.

We are available to appear before council if requested to do so if you have any questions.

Thank you,

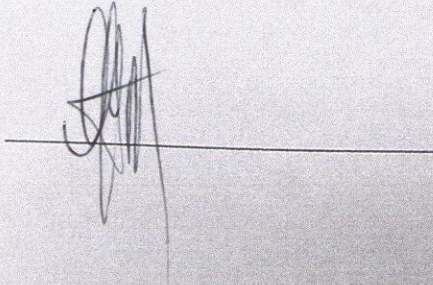
Frazer Pike

Owner: RELIABLE CABS

A handwritten signature in dark ink, appearing to read 'Frazer Pike', written over a horizontal line.

Garth Mackie

Owner: ISLAND TAXI

A handwritten signature in dark ink, appearing to read 'Garth Mackie', written over a horizontal line.



REPORT TO COUNCIL

DEPARTMENT: FINANCE & ADMINISTRATION

DATE: March 29, 2021

SUBJECT: Motion of Approval 2021-22 Operations and Maintenance (O&M)
Contribution Agreement

RECOMMENDATION:

THE COUNCIL OF THE TOWN OF HAY RIVER approves the Operations and Maintenance Contribution Agreement for 2021-22 in the amount of \$2,215,000.

BACKGROUND:

Each year Council approves a funding agreement with Government of Northwest Territories for Operations and Maintenance for the period April 1st to March 31st of the following year.

For this year April 1, 2021 to March 31, 2022 the agreement for Operations & Maintenance Funding is in the amount of \$2,215,000. This is consistent with the funding received for 2020-21.

Once these agreements are signed, funding will flow monthly.

COUNCIL POLICY / STRATEGY OR GOAL:

To obtain Operations and Maintenance Funding for the current budget year.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River O&M Budget for 2021

FINANCIAL IMPLICATIONS:

\$2,215,000 for operating expenditures for the calendar year.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Operations and Maintenance Contribution Agreement.

Prepared by:
Sam Mugford, CPA, CA
Director of Finance and Administration
March 26, 2021

Reviewed by:
Glenn Smith
SAO
March 26, 2021



REPORT TO COUNCIL

DEPARTMENT: FINANCE & ADMINISTRATION

DATE: March 29, 2021

SUBJECT: Motion of Approval 2021-22 Water and Sewer Contribution Agreement

RECOMMENDATION:

THE COUNCIL OF THE TOWN OF HAY RIVER approves the Water and Sewer Funding Contribution Agreement for 2021-22 in the amount of \$1,089,000.

BACKGROUND:

Each year Council approves a transfer agreement with Government of Northwest Territories for Water and Sewer funding for the period April 1st to March 31st of the following year.

For this year April 1, 2021 to March 31, 2022 the agreement for Water and Sewer Funding is in the amount of \$1,089,000. This is an increase from prior year (\$1,045,000).

Once these agreements are signed, funding will flow monthly.

COUNCIL POLICY / STRATEGY OR GOAL:

To obtain Water and Sewer Funding for the current budget year.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River Utility O & M Budget for 2021

FINANCIAL IMPLICATIONS:

\$1,089,000 for utility operating expenditures for the calendar year.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Transfer Agreement – Water & Sewer Transfer Agreement.

Prepared by:
Sam Mugford, CPA, CA
Director of Finance and Administration
March 26, 2021

Reviewed by:
Glenn Smith
SAO
March 26, 2021

The Town of Hay River

Northwest Territories



Bylaw No. 2425

Taxi Licence Bylaw

BY-LAW NO. 2425
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

A BY-LAW of the Council of the Municipal Corporation of the Town of Hay River, in the Northwest Territories, to provide for the supervision, licensing and regulation of Taxis.

PURSUANT TO the provisions of the Cities, Towns and Villages Act, R.S.N.W.T., 2003, c.22, s.48;

WHEREAS the Municipal Corporation of the Town of Hay River deems it necessary to Supervise, Licence and Regulate the Operation of Taxis;

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

SHORT TITLE

1. This By-Law may be cited as the "Taxi Licence By-Law"

INTERPRETATION

2. In this By-Law;
 - (a) "Chauffer's Permit" means a permit to operate a Taxi issued by the Town pursuant to this Bylaw;
 - (b) "Council" means the Council of the Town;
 - (b) "Driver" means the holder of a valid and subsisting Chauffer's Permit issued pursuant to Sections 8 to 16 of this By-law;
 - (c) "Driver's Licence" or "Licence" means a class a valid Class 1, 2, 3 or 4 Driver's Licence issued under the Motor Vehicles Act of the Northwest Territories;
 - (d) "Motor Vehicle" means a motor vehicle as defined in the Motor Vehicles Act, R.S.N.W.T. 1988, c. M-16;
 - (e) "Person" means an individual, partnership or corporation;
 - (f) "Protective Services Officer" means a person who is appointed in accordance with the Cities, Towns and Villages Act as a By-Law Officer to enforce the By-Laws of the Town of Hay River, and any Peace Officer who is authorized to enforce the By-Laws of the Town of Hay River;
 - (g) "Senior Administrative Officer" means the Senior Administrative Officer of the Town, appointed pursuant to Section 43 of the Cities, Towns and Villages Act, R.S.N.W.T. 2003, c.22, s.48, or his delegate;
 - (h) "Taxes" means the Goods and Services Tax as levied by the Government of Canada; or any other applicable taxes;
 - (i) "Taxi" means a Motor Vehicle that is used to carry for hire or reward, not more than twelve (12) passengers, excluding the Driver thereof, but does not include a bus or truck;
 - (j) "Taxi Brokerage Business" means a person, partnership or corporation which dispatches licensed Taxis;
 - (k) "Taxi Brokerage Licence" means a license issued pursuant to section 6 of this Bylaw;
 - (l) "Taxi Licence" means a licence issued pursuant to Section 5 of this Bylaw;
 - (m) "Taxi Meter" means an approved device visible in a Taxi, which computes and shows the fare payable for each taxi trip, calculated on the distance travelled, or on waiting time elapsed, or both;
 - (n) "Taxi Operator" means a person who holds a valid and subsisting Taxi Licence issued pursuant to this By-Law; and
 - (o) "Town" means the Municipal Corporation of the Town of Hay River and, where the circumstances require, refer to the area within the geographic boundaries of the Town.

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CORPORATION OF THE MUNICIPALITY OF HAY RIVER

3. No person shall operate a Motor Vehicle of any type for the purpose of conveying passengers for hire or reward within the Town of Hay River unless that person holds a valid Chauffer's Permit and there is a valid and subsisting Taxi Licence for such Motor Vehicle, issued pursuant to this By-Law.
4. No person shall operate a Taxi Brokerage Business, within the Town of Hay River, unless there is a valid and subsisting Taxi Brokerage Licence issued to the Taxi Brokerage Business pursuant to this By-Law.

TAXI LICENCE

5. (1) An application for a Taxi Licence shall be submitted in writing to the Senior Administrative Officer in Form "B1" and shall include the following information:
 - (a) vehicle description outlining make, year, model and serial number;
 - (b) a mechanical inspection certificate issued no more than six (6) months prior to the application;
 - (c) a fee as prescribed in Schedule A .
- (2) Upon being satisfied that Subsection 5 (1) has been complied with, and that the applicant has provided satisfactory proof of the following:
 - (a) valid Business Licence;
 - (b) valid public service vehicle registration and insurance;
 - (c) the vehicle is equipped with a properly functioning hands free two-way radio or other form of communication licensed and approved by the Government of Canada Department of Communications
 - (d) the vehicle is equipped with a properly functioning Taxi Meter; and
 - (e) that the applicant has entered into a written contract with a Taxi Brokerage Business for the provision of dispatch service, or that the applicant holds a valid Taxi Brokerage Licence.

the Senior Administrative Officer may issue a Taxi Licence to the applicant.

- (3) Every Taxi Licence holder shall notify the Senior Administrative Officer in writing in the event that a Taxi identified in his or her Taxi Licence is out of operation for more than forty-eight consecutive hours due to mechanical breakdown or for any other reason, providing particulars of:
 - (a) the reason that the Taxi is out of operation;
 - (b) the date and time that the Taxi was taken out of operation; and
 - (c) the date on which the Taxi Owner expects the Taxi to be returned to operation.
- (4) No Taxi Licence holder shall allow a Taxi identified in his or her Licence to remain out of operation for more than 30 consecutive days, whether for reasons of mechanical fitness or otherwise, without securing the prior written consent of the Senior Administrative Officer on application, providing such particulars and evidence as the Senior Administrative Officer may require. The Senior Administrative Officer may consent to the Taxi being out of operation for a further period of time subject to conditions or may refuse such request.
- (5) In the event that a Taxi is out of operation for a period in excess of 30 days or such longer period as may be authorized by the Senior Administrative Officer or in the event that the Taxi Owner does not comply with subsection (3) or (4), the Senior Administrative Officer may Suspend or Revoke the Taxi Licence.

TAXI LICENCE TRANSFER

- (6) No Taxi Licence shall be transferred except in compliance with the terms of this By-law and with the prior written approval of the Senior Administrative Officer.
- (7) An application to transfer a Taxi Licence in Form "C" or "C1" attached to this By-Law shall be completed by each applicant and shall be accompanied by a fee as prescribed in Schedule A
- (8) Upon being satisfied:
 - (a) with respect to an application in Form "C" or "C1" that the applicant has provided proof that the Taxi to which the Taxi Licence is being transferred has met the applicable parts of Section 5 of this By-Law; and
 - (b) with respect to an application in Form "C" that the vehicle of which the Taxi Licence was issued, is withdrawn from use as a Taxi, the two-way radio equipment and Taxi Meter must be immediately removed from that Taxi;

the Senior Administrative Officer may approve the transfer, cancel the existing Taxi Licence, and issue a new one to the applicant.
- (9) A Taxi Licence shall be valid for a period of no longer than one year and expire on the last day of August following its effective date.
- (10) A Taxi Licence in the form of Form "B", and a plate in the form of Form "B2" shall be issued to the applicant and displayed prominently in the Taxi at all times.

TAXI BROKERAGE LICENCE

- 6. (1) An application for a Taxi Brokerage Licence shall be submitted, in writing, to the Senior Administrative Officer in Form "A", and shall include the following information:
 - (a) the name of the proprietor, or, if a partnership or corporation, the names of all partners, shareholders, officers or directors;
 - (b) location and description of dispatch service, and a complete list of equipment to be used in operating the Taxi Brokerage Business;
 - (c) a fee as prescribed in Schedule A
- (2) Upon being satisfied that Subsection 6 (1) has been complied with, and that the applicant has provided proof of the following:
 - (a) valid Business Licence;
 - (b) a properly functioning two way radio system or other form of communication licensed and approved by the Government of Canada Department of Communications.
 - (c) that the applicant has entered into written contracts with Taxi Licence holders in accordance with the weekly schedule with the minimum requirements of:
 - i) One (1) taxi between 10:00 a.m. and 6:00 p.m. Sundays and statutory holidays;
 - ii) Two (2) taxis between the hours of 6:30 a.m. and 6:00 p.m. Monday through Thursday;

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- iii) One (1) taxi between the hours of 6:00pm and 2:00am Monday through Thursday; and
- iv) Two (2) taxis between 6:30 am to 3:00 a.m. Friday and Saturday

the Senior Administrative Officer may issue a Taxi Brokerage Licence to the applicant.

- (3) A Taxi Brokerage Licence shall be valid for a period of no longer than one year and expire on the last day of August following its date of issue).
- (4) The holder of a Taxi Brokerage Licence is required to immediately notify the Senior Administrative Officer in writing when:
 - (a) there are fewer than two (2) licensed Taxis associated with the Company at any time; or
 - (b) The Taxi Brokerage Business can no longer provide minimum service levels required by Subsection 6 (2) (c) for any reason; or
 - (c) any licensed Taxi begins or ceases their association with the holder of the Brokerage Licence.
- (5) Every business with a Taxi Brokerage Licence shall maintain dispatch records for a period of twelve (12) months, which records shall be available for inspection within twenty-four (24) hours of the Senior Administrative Officer's written request.
- (6) Dispatch records shall include:
 - (a) the name and start and stop times where a driver is on duty and the unit number he or she is operating; and,
 - (b) a record of each call for service including: the name, telephone number or description of the passengers, the pickup location, the time of service request, pickup time, and the taxi unit number assigned to the call.
- (7) A Taxi Brokerage Licence may be deemed cancelled whenever the minimum requirements of this By-Law cannot be met.

TAXI BROKERAGE LICENCE TRANSFER

- 7.
 - (1) No Taxi Brokerage Licence shall be transferred except with the prior written approval of the Senior Administrative Officer.
 - (2) An application to transfer a Taxi Brokerage Licence in Form "C3" of this By-Law shall be completed by each applicant, and shall be accompanied by the fee prescribed in Schedule A
 - (3) Upon being satisfied that the applicant has provided proof that the transferee has met the conditions of Section 6, the Senior Administrative Officer may approve the transfer, cancel the existing Taxi Brokerage Licence, and issue a new one to the transferee.

CHAUFFER'S PERMIT

- 8. No person shall operate a Taxi without a valid Chauffer's Permit issued under this By-Law.
- 9. No person shall be issued a Chauffer's Permit unless the person:
 - (a) has attained the full age of eighteen (18) years;
 - (b) has a valid Driver's Licence, or has an equivalent valid driver's licence from another Canadian province or territory; in which case the person must provide

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CORPORATION OF THE MUNICIPALITY OF HAY RIVER

satisfactory proof to the Senior Administrative Office within ninety (90) days of the date of the application for the Chauffer's Permit of having a valid Class 1,2, 3 or 4 Northwest Territories driver's licence;

- (c) has completed an application and statutory declaration as set out in Form "D";
- (d) has a thorough knowledge of the locations, streets, public buildings, points of interest in Hay River, of the provisions of this By-Law and other Town By-Laws, Territorial Statutes and Regulations relating to motor vehicle traffic, and the operation of a motor vehicle;
- (e) has provided a current, certified true copy of his/her Driver's Licence Abstract;
- (f) can speak, read and write the English language
- (g) has received a Record Check Consent from the local Royal Canadian Mounted Police Detachment that the person meets the requirements set out in Section 10 of this By-Law.

10. No Chauffer's Permit or renewal thereof shall be issued to any person who:

- (1) has been convicted under the Criminal Code of Canada of:
 - (a) a sexual offence or offence relating to corrupt public morals; or
 - (b) who is prohibited from possessing firearms or any explosive substance
- (2) has been convicted under the Criminal Code of Canada within a five (5) year period immediately preceding the date of application of:
 - (a) an offence relating to criminal negligence, homicide, assault causing bodily harm, kidnapping and abducting; or
 - (b) an offence relating to robbery or extortion.
- (3) has been convicted under the Controlled Drugs and Substances Act within the five (5) year period immediately preceding the date of application of any offence not described in subsections 10 (1) or 10 (2).
- (4) has been convicted under the Liquor Act for the unlawful sale and supply of liquor within a period of three (3) years immediately preceding the application; or
- (5) has been convicted of a total of five offences under the Motor Vehicles Act or any By-Law of the Town regulating taxis or traffic within a period of one year immediately preceding the application.

11. The Senior Administrative Officer, upon:

- (a) receipt of an application for a Chauffer's Permit as prescribed in Form "D" of this By-Law;
- (b) payment of the Chauffer's Permit Fee as prescribed in Schedule A;
- (c) being satisfied that the conditions of this By-Law have been met;

may issue a Chauffer's Permit to the applicant as Form "E" of this By-Law.

12. Any application containing false information, or failure to provide any required information under this By-Law, constitutes grounds to refuse, suspend or cancel a Chauffer's Permit.
13. A Chauffer's Permit shall be valid for a period of no longer than one (1) year and shall expire on the last day of August following its effective date.

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14. A Driver shall display his or her Chauffer's Permit on the passenger side visor of the Taxi which he or she is operating, so that it is visible to any passenger.
15. (1) A Chauffer's Permit or renewal thereof shall be immediately revoked or suspended by the Senior Administrative Officer, if:
- (a) the Taxi Operator's Driver's Licence is revoked or suspended;
 - (b) the Taxi Operator's application was approved based on a driver's license issued outside the Northwest Territories, and the Taxi Operation fails to provide the required Northwest Territories Driver's License within 90 days of the date of issue of the Chauffer's Permit; or
 - (c) the Taxi Operator has been convicted of any of the offenses referred to in Section 10.
- (2) All Chauffer's Permits issued by the Town remain the property of the Town, and shall be immediately surrendered to the Protective Services Specialist or the Senior Administrative Officer:
- (a) within twenty-four (24) hours of suspension or revocation pursuant to this By-Law; or
 - (b) upon the expiration date.
16. Notwithstanding any other provision of this By-Law, a Chauffer's Permit shall be issued, or reinstated, by the Senior Administrative Officer upon the direction of Council where, following an appeal filed in accordance with Section 24 of this By-Law, Council is satisfied that the driving record and criminal record of the appellant is such that the Permit should, pursuant to this By-law, be properly issued or reinstated, as the case may be.

APPEALS

17. An applicant for or holder of a Chauffer's Permit, Taxi Brokerage Licence, or Taxi Licence may appeal to Council the decision of the Senior Administrative Officer to refuse, revoke, or suspend a Chauffer's Permit, Taxi Brokerage Licence or Taxi Licence within ten (10) days of the date of notice of such refusal, revocation, or suspension, and a decision of Council on such appeal shall be final.
18. Any person may appeal to Council any decision of the Senior Administrative Officer to grant a Chauffer's Permit, Taxi Brokerage Licence, or Taxi Licence within ten (10) days of the date of issue, and a decision of Council on such appeal shall be final.
19. An appeal made under Sections 17 or 18 shall:
- (a) be in writing, stating reasons for the appeal;
 - (b) be delivered to the Senior Administrative Officer;
 - (c) be heard by Council at a regular or special Council meeting within twenty-one (21) days from the date it is received; and
 - (d) be accompanied by a fee as described in the Fees and Charges Bylaw.

DRIVERS

20. A Driver shall not:
- (a) smoke in the Taxi or permit any other person to smoke in the Taxi;
 - (b) use abusive or insulting language;
 - (c) permit a greater number of passengers to be carried in the Taxi than the number of seats and number of seat belts provided;
 - (d) set the Taxi in motion while a passenger is entering or leaving the Taxi;
 - (e) collect fees, or give change, while the Taxi is in motion;

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- (f) take on additional passengers after the Taxi has departed, unless with the consent of the passengers already in the Taxi;
 - (g) discriminate in any way against any person while on duty because of sex, race, religion, colour or creed;
 - (h) refuse to convey within the Town any orderly persons upon request, unless the Taxi is engaged, or the Driver is prohibited by law from, or incapable of, conveying such person, or unless the person is an unaccompanied child under the age of eight (8) years; or
 - (i) consume alcohol or non-prescription drugs in the Taxi or allow any person to consume alcohol or non-prescription drugs in the Taxi.
- 21. A Driver shall:
 - (a) extend taxi service from curb to curb;
 - (b) unless otherwise directed by a passenger, drive the most direct practicable route to the destination;
 - (c) pull to the side of the road or into a reasonably safe spot and not drop off passengers in the middle of intersections or roadways
 - (c) upon request by a passenger, issue a receipt of the fare paid;
- 22. A Driver shall, when so requested, assist any Officer, member of the R.C.M.P., or member of the Hay River Fire Department, by conveying any person to any place within the Town, and the Driver shall be entitled, after the performance of such service, to receive the prescribed fare which shall be paid by the responsible party.
- 23. (1) No Taxi Operator or Driver shall operate, or permit to be operated, any Taxi unless:
 - (a) such Taxi is clean, in good repair, and in safe mechanical condition;
 - (b) the Taxi is inspected by an independent licensed mechanic twice yearly,
 - (c) the Taxi has a mechanical inspection certificate issued by an independent licensed mechanic once a year on vehicles up to five years of age and twice each year after 5 years of age as specified in the Taxi Licence.
 - (d) the Taxi is over twelve (12) years old
 - (e) the company name and unit number of the Taxi are conspicuously displayed on the exterior of the Taxi in letters of a minimum of three (3) inches in height, on each side of the Taxi, or each side of the Taxi roof light;
 - (f) the Taxi has a properly operating Taxi Meter;
 - (g) the Taxi has effective two-way communications device with a dispatcher; and
 - (h) the Taxi has a functional spare tire and jack properly stored;
 - (i) the side windows which are intended to open and close are in good repair and working order; and
 - (j) every door or trunk lid closes securely
- (2) For the purpose of this Section, "Unit Number" means a number assigned by a Taxi Brokerage Business to a Taxi for identification.
- 24. Every Taxi Operator and every Driver shall, upon demand, by an Officer;
 - (a) permit the Officer to inspect any Taxi and the contents thereof; and
 - (b) submit and deliver each Taxi, under the control of such Taxi Operator and such Driver, to an Officer for testing and inspection, the full cost of which shall be borne by the Taxi Operator.
- 25. (1) Every Taxi Operator and every Driver shall, not less than once a year, submit and deliver each Taxi under the control of such Taxi Operator and such Driver, to an Officer for the testing and inspection of the Taxi Meter. If the testing and inspection of the Taxi Meter

BY-LAW NO. 2425
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

indicates that the rates are other than those published in accordance with this, the Taxi Meter shall be repaired. Any Taxi in which the Taxi Meter has previously indicated rates other than those published in accordance with this By-Law shall be subject to further inspection, upon demand.

- (2) No person shall remove, or tamper with a seal affixed to a Taxi Meter without prior written approval from the Senior Administrative Officer.

26. Every Taxi Meter in a Taxi shall:

- (a) be so located and so illuminated as to permit the fare to be read at all times by a passenger in the front or in the rear seat of the Taxi;
- (b) be programmed or set to the fares set by the Taxi Brokerage Business; and
- (c) have the G.S.T. payable on the metered portion of the fare included in the illuminated display on the Taxi Meter.

27. No person shall operate a motor vehicle within the Town of Hay River that is equipped with a Taxi Meter, taxi sign, or any other type of taxi markings, unless a valid Taxi Licence has been issued for such vehicle, pursuant to this By-Law.

TAXI FARES

28. Rates are to be set by Taxi Brokerage Businesses with notice given at least thirty (30) days prior to implementation and rates must be published at Town Hall.

29. A legible schedule of fare rates, as authorized by this By-Law, shall be prominently displayed at all times in each Taxi, and in the Office of each Taxi Brokerage Business.

PENALTIES

30. Any person violating any provision of this By-Law is guilty of an offence, and is liable, upon Summary Conviction, to a fine not exceeding:

- (a) Two Thousand (\$2,000.00) Dollars for an individual;
- (b) Ten Thousand (\$10,000.00) Dollars for a corporation; and
- (c) Imprisonment for a period not exceeding six (6) months, in default of payment of a fine.

31. An Officer may issue a Summary Offence Ticket Information, in the form prescribed by the Summary Conviction Procedures Act and Regulations, to any person who violates any provision of this By-Law:

(a) setting out a specified penalty of:

- (i) One Hundred (\$150.00) Dollars for an individual; and
- (ii) Two Hundred (\$300.00) Dollars for a corporation;

which may, in lieu of prosecution, be paid voluntarily prior to the court date specified on the ticket; or

(b) Which requires a court appearance without a specified penalty.

REPEAL

32. Bylaw 2165 and the amendments thereto are hereby repealed.

BY-LAW NO. 2425
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

EFFECT

33. This By-Law shall come into effect upon receiving Third Reading, and otherwise meets the requires of Section 58 of the Cities, Towns and Villages Act.

READ A FIRST AND SECOND TIME this day of

MAYOR

READ A THIRD AND FINAL TIME this day of and passed with the consent of Council.

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, s48 and the bylaws of the Municipal Corporation of the Town of Hay River on this day of

SENIOR ADMINISTRATIVE OFFICER

FORM "A"
PAGE 1 OF 2

APPLICATION FOR A TAXI BROKERAGE LICENCE

Name of Applicant _____

Ltd. Company _____ Partnership _____

Proprietorship _____

Names and Addresses and Occupations of Officers, Partners or Owners:

_____	_____
-	_____
_____	_____

Location of Office _____ Telephone No. _____

I, _____, of the Town of Hay River, declare that the applicant:

- i) holds a valid and subsisting Business Licence issued pursuant to the Business Licence By-Law of the Town of Hay River;
- ii) has entered into written contracts for the provision of at least two (2) Taxis;
- iii) is able to provide and maintain service in accordance with the schedule defined in section 6.2(c) with telephone, two-way radio and/or dispatcher, licensed by the Government of Canada, Department of Communications; and
- iv) that the applicant has received and read a copy of the current Town of Hay River Taxi License By-Law and agrees to operate in accordance with the provisions thereof.

List of operating equipment for the dispatch service, submitted with this application:

Date

DECLARED before a Commissioner of)
Oaths at the Town of Hay River in the)
Northwest Territories, this _____ day of)
_____, 2_____.)

) **APPLICANT**

BY-LAW NO. 2425
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

A Commissioner in and for the Northwest
Territories
Please print name:
My Commission expires:

PAGE 2 OF 2

APPLICATION FOR A TAXI BROKERAGE LICENCE

VEHICLES

MAKE	YEAR	MODEL	SERIAL No.	TAXI LICENCE NO.
------	------	-------	------------	------------------

[illegible]

FORM "B"
TAXI LICENCE

Date: _____

This is to certify that _____ of _____
(Company) (Address)

Hay River, of the Northwest Territories, having complied with the requirements of the Taxi By-law, and having paid the prescribed fee thereunder, is licensed to operate the following vehicle as a Taxi within the Town of Hay River:

MAKE	YEAR	MODEL	SERIAL No.	NWT LICENCE NO.	TAXI LICENCE NO.
------	------	-------	------------	-----------------	------------------

This licence expires at midnight (2400 hours) on the 31st day of August, 20____.

Senior Administrative Officer

FORM "B1"
APPLICATION FOR A TAXI LICENCE

Name of Company: _____

Ltd. Company: _____ Partnership: _____

Proprietorship: _____

Director or Agent: _____ Address: _____

Location of Office: _____ Telephone No. _____

I, _____ representing _____
(Agent) (Company)

of _____, declare that the company:

- i) holds a valid and subsisting Licence issued pursuant to the Business By-Law of the Town of Hay River;
- ii) has had a certified mechanical inspection by a certified, licensed mechanic completed within six (6) months of the date of this application;
- iii) holds a valid and legally binding contract with a licensed Taxi Brokerage Business for dispatcher service (copy attached hereto);
- iv) holds a valid Public Service Registration and property insurance coverage applicable for the company's taxi for the current licensing year;
- v) has a properly functioning hands free two-way radio or other form of communication licensed and approved by the Government of Canada Department of Communications in the Taxi; and
- vi) has a properly functioning Taxi Meter in the Taxi.

Taxi described as follows:

MAKE	YEAR SERIAL NO. LICENCE NO.	MODEL
------	-----------------------------------	-------

(Applicant)

(Date)

FORM "B2"

SAMPLE TAXI PLATE WITH VALIDATION

FORM "C"

APPLICATION TO TRANSFER LICENCE PLATE
(Must be accompanied by Mechanical Inspection Form)

I, _____ of _____
(Company) (Address)

represented by _____, of _____
(Agent) (Address)

make application to transfer my Taxi Licence No. _____ for the
current year of _____.

FROM:

MAKE	YEAR	MODEL	SERIAL No.	TAXI LICENCE NO.
------	------	-------	------------	------------------

TO:

MAKE	YEAR	MODEL	SERIAL No.	TAXI LICENCE NO.
------	------	-------	------------	------------------

Signature of Applicant

Date

FORM "C1"

APPLICATION TO TRANSFER OWNERSHIP OF TAXI LICENCE

I, _____ of _____
(Company) (Address)

represented by _____ of _____
(Agent) (Address)

make application to transfer my Taxi Licence No. _____ for the current
year of _____ to _____ of _____
(Company)

_____ represented by _____
(Agent)

of _____ having met all the requirements under
Section 5 of the Taxi Licence _____.

Taxi is described as follows:

MAKE	YEAR	MODEL	SERIAL No.	TAXI LICENCE NO.
------	------	-------	------------	------------------

Signature of Applicant

Date

FORM "C3"

APPLICATION FOR TRANSFER OF TAXI BROKERAGE LICENCE

I, _____ of _____ represented by
(Company) (Address)

_____ of _____ make
(Agent) (Address)

application to obtain the Taxi Brokerage Licence for the current year of

_____ of _____
(Company) (Address)

represented by _____ of _____
(Agent) (Address)

having obtained the following requirements:

- i) holds a valid and subsisting Licence issued pursuant to the Business Licence By-Law of the Town of Hay River;
- ii) has written contracts for the provision of at least two (2) Taxis
- iii) is able to provide and maintain a the service levels required by the bylaw with telephone, two-way radio and/or dispatcher, licensed by the Government of Canada, Department of Communications; and that the applicant has received and read a copy of the current Town of Hay River Taxi Licence By-Law, and agrees to operate in accordance with the provisions thereof.

List of operating equipment for the dispatch services, submitted with this application:

Date

DECLARED before a Commissioner of)
Oaths at the Town of Hay River in the)
Northwest Territories, this _____ day of)
_____, _____.)

) **APPLICANT**

A Commissioner in and for the Northwest Territories

Please print name:

My Commission expires:

FORM "D"

APPLICATION FOR CHAUFFER'S PERMIT

Name of Applicant: _____

Address: _____ Telephone No. _____

I, _____, of the Town of Hay River,
declare that I:

- i) am eighteen (18) years of age or more;
- ii) speak, read and write the English language;
- iii) have a thorough knowledge of the location of streets, public buildings and points of interest in the Hay River area;
- iv) am the holder of a valid and subsisting Northwest Territories Motor Vehicle Driver's Licence of a class that permits me to operate a taxi; and
- v) have received and read a copy of the current Town of Hay River Taxi By-Law and agree to operate Taxis in accordance with the provisions of this and other By-Laws of the Town of Hay River, as well as Acts and Regulations of the Governments of the Northwest Territories and Canada.

Date

DECLARED before a Commissioner of)
Oaths at the Town of Hay River in the)
Northwest Territories, this _____ day of)
_____, _____.) _____
) **APPLICANT**

A Commissioner in and for the Northwest
Territories
Please print name:
My Commission expires:

FORM "D"

CHAUFFER'S PERMIT

CHAUFFER'S PERMIT



TOWN OF HAY RIVER

NAME

Name

PERMIT NUMBER

Permit Number

EXPIRY DATE

Expiry Date

Ron & Potts

APPROVED BY



BY-LAW NO. 2425
CORPORATION OF THE MUNICIPALITY OF HAY RIVER

Schedule A

Item	Fee
Appeal Fee	\$50.00
Chauffer's Permit	\$40.00/ year
Taxi Brokerage Licence	\$75.00 / year
Taxi Licence	\$40.00 / year
Taxi Licence Transfer	\$35.00

BY-LAW NO. 1812 “Z”

MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW of the Council of the Municipal Corporation of the Town of Hay River in the Northwest Territories, authorizing the Municipal Corporation of the Town Hay River to amend the Town of Hay River Zoning and Building Bylaw No. 1812.

PURSUANT TO

- a) Sections 12 to 32 inclusive of the *Community Planning and Development Act*, S.N.W.T., 2011, c. 22 and
- b) Section 129 of the *Cities, Towns and Villages Act*, S.N.W.T., 2003, c.22

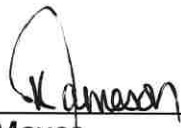
WHEREAS the Municipal Corporation of the Town of Hay River has enacted Zoning and Building Bylaw No. 1812;

AND WHEREAS the Council of the Municipal Corporation of the Town of Hay River intends to amend the Zoning and Building Bylaw No. 1812;

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

1. That Schedule “A” of this Bylaw is declared to form part of this Bylaw
2. That Zoning and Building Bylaw No. 1812 of the Municipal Corporation of the Town of Hay River, is hereby amended by:
 - (a) Amending the Zoning Map 14 of 27 of the Zoning and Building Bylaw No. 1812, as amended in accordance with Schedule “A” of this bylaw; amending Lot 1021, Plan 830 from I – Institutional to R1B – Single Family Residential (Class B), and two small areas, one to the north and one in the South, South West of Lot 1021, Plan 830 from I – Institutional to P – Parks and Open Space.
 - (b) Also, Amending the Zoning Map 14 of 27 of the Zoning and Building Bylaw No. 1812, as amended in accordance with Schedule “A” of this Bylaw; amending two small pieces along the East side Lot 1021, identified as Lot 2131, Plan 4393 from P-Parks and Open Space to R1B-Single Family Residential (Class B).
3. That this Bylaw shall come into effect upon receiving third and final reading.

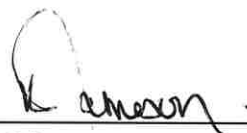
READ A FIRST TIME this 25th day of January 2021.



Mayor

AFTER A PUBLIC HEARING HELD ON THE 17th day of March 2021.

READ A SECOND TIME this 22nd day of March 2021.

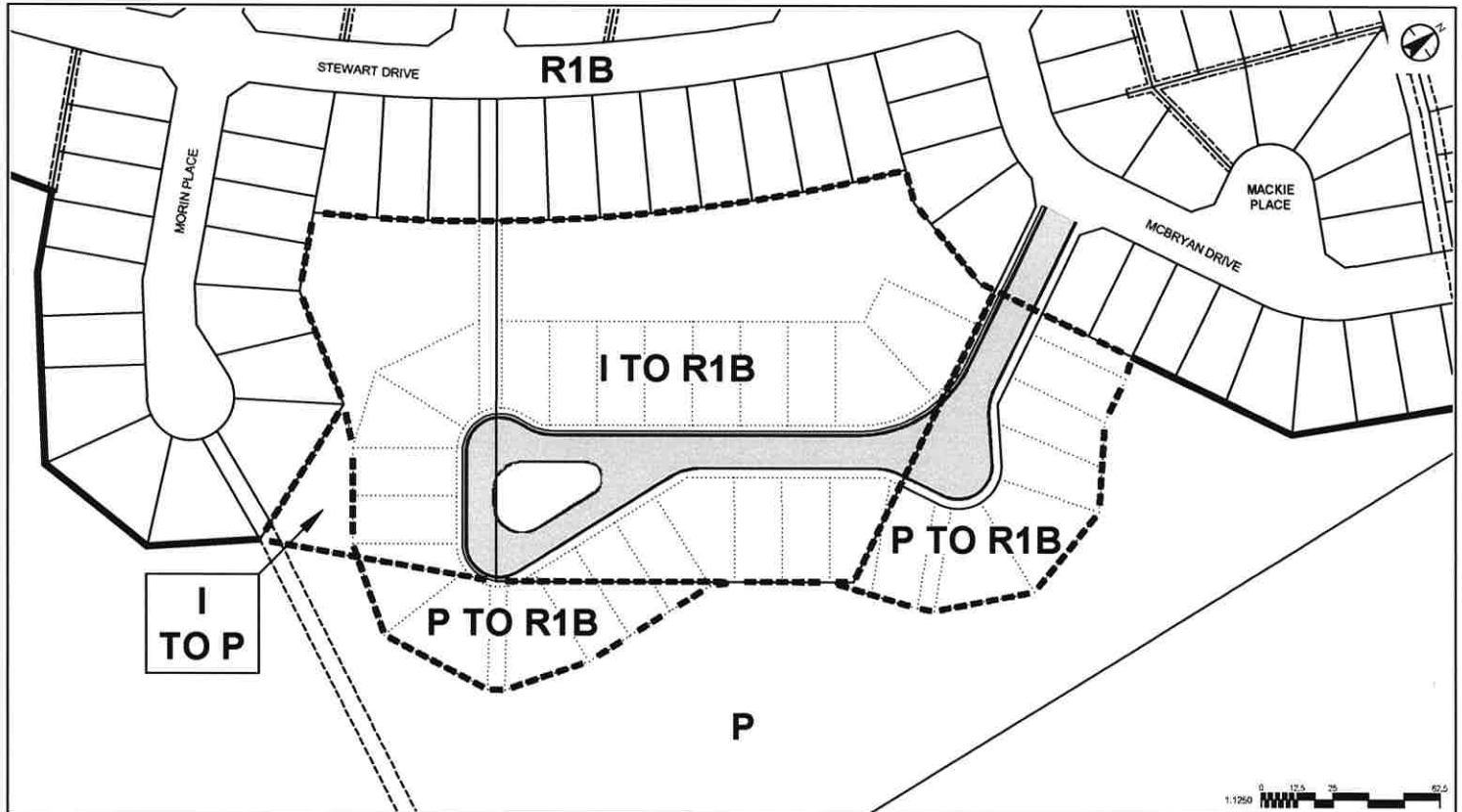


Mayor

READ A THIRD AND FINAL this day of 2021.

Mayor

Senior Administrative Officer



Stantec

Stantec
4810 53 St. P.O. Box 177
Edmonton, AB T6C 2G1
Tel: +1 780 441 1111
www.stantec.com

Notes

ZONE BOUNDARY ———
PROPERTY LINE ———
EASEMENT - - - - -

I - INSTITUTIONAL
R1B - SINGLE FAMILY RESIDENTIAL (CLASS B)
P - PARKS AND RECREATION

EXISTING
PROPOSED

Client/Project
TOWN OF HAY RIVER

HAY RIVER ZONING BY-LAW
BY-LAW No. 1812

Project No.
144902487

Title
PROPOSED AMENDMENT
TO ZONING MAP

Revision	Date
0	2020.12.09
Sheet	Drawing No.
1 of 1	SR-012

BYLAW NO. 2426LND/21
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

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

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

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

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

1. THAT the Municipal Corporation of the Town of Hay River is hereby authorized to dispose of a freehold interest in the following parcels of land:

Lots 1840, 1841 and 1842
PLAN 3925
HAY RIVER

in the Northwest Territories, according to a plan of survey filed in the Land Titles Office for the Northwest Territories.

2. That the price of each lot is outlined in the attached Schedule "A"; and
3. That these lots be first disposed of by ballot draw and upon conclusion of the ballot draw, that the lots be available for disposal to the Public by first come first serve basis.
4. That the Mayor or Deputy Mayor and the Senior Administrative Officer of the said Town of Hay River are hereby authorized to execute the transfer of land conveying the said lot to the said purchaser.
5. This bylaw will take force and effect upon its final reading.

THIS BY-LAW READ a First Time this day of , 2021 A.D.

Mayor

BYLAW NO. 2426LND/21
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

THIS BY-LAW READ a Second Time this day of , 2021 A.D.

Mayor

THIS BY-LAW READ a Third and Final Time this day of , 2021 A.D.

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the Cities, Towns and Villages Act, S.N.W.T., 2003, and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2021.

Senior Administrative Officer

BYLAW NO. 2426LND/21
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

Schedule "A"

Lot Price – Saskatoon Drive

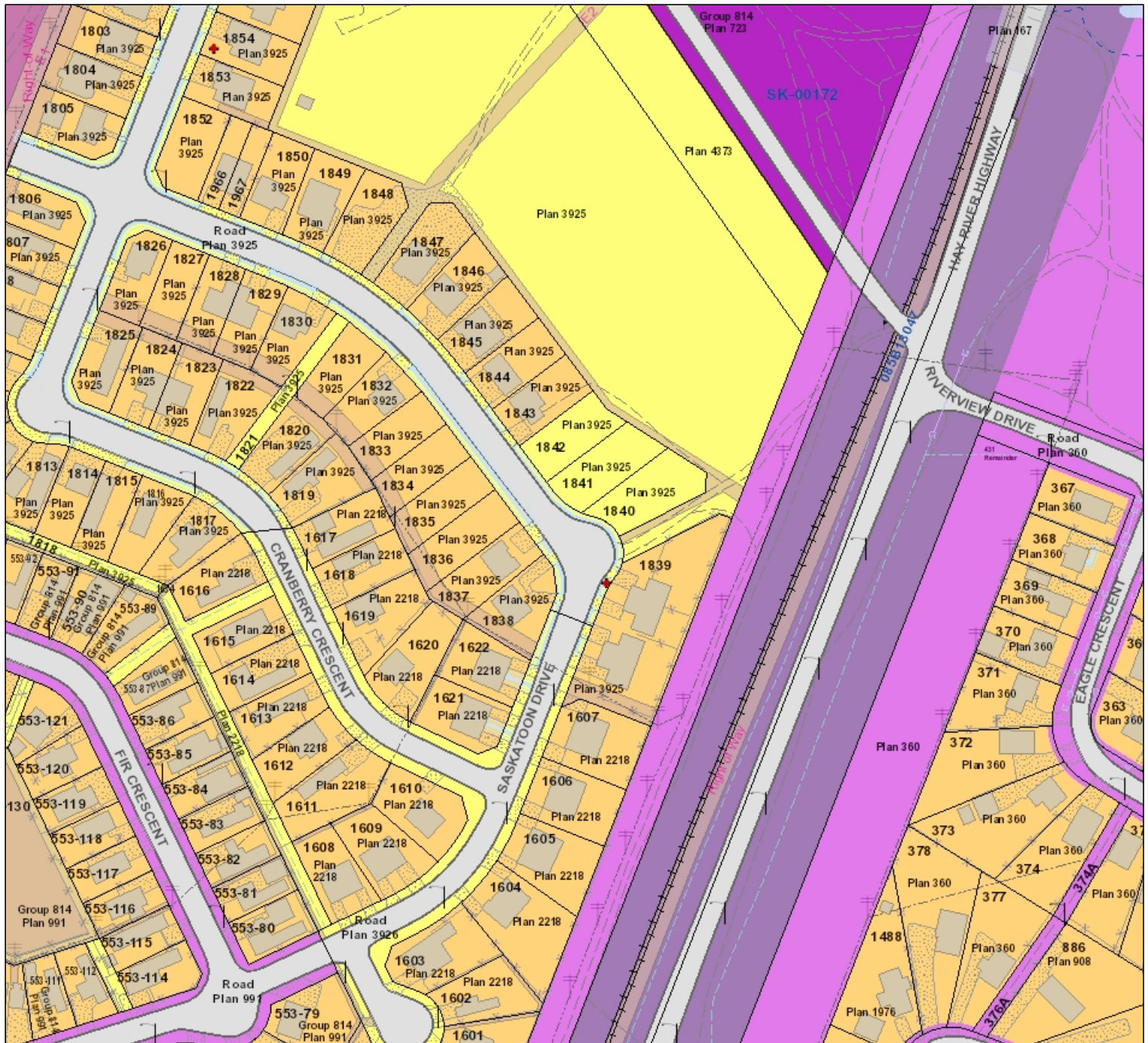
Civic Address	Lot #	Plan #	Lot Price Not including GST
14 Saskatoon Drive	1840	3925	\$46,194.86
16 Saskatoon Drive	1841	3925	\$43,591.90
18 Saskatoon Drive	1842	3925	\$38,490.29



ATLAS

Government of
Northwest Territories

Saskatoon Drive & Area



January 22, 2021

Legend

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

Scale 1: 2,257

50 metres

UTM Zone: 11

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Department of Lands.