



AGENDA

PUBLIC INPUT

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. DECLARATION OF INTEREST
4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS
5. ADMINISTRATIVE ENQUIRIES
6. NEW BUSINESS
 - a. Emergency Services Monthly Report for February – page 2-6
 - b. Public Works Monthly Report for February – page 7-11
 - c. Excused Absence – page 12
 - d. Appointment of Returning Officer – page 13-14
7. IN CAMERA
 - a. **Matters under Consideration** - pursuant to Cities, Towns & Villages Act, S.N.W.T. 2003 c. 22, Section 23. (3), (e)
8. ADJOURNMENT



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: August 5th, 2021

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

RECOMMENDATION:

That the Council of the Town of Hay River approves the Emergency Services Activity Report for July 2021 as presented.

BACKGROUND:

Summary:

The Protective Services group has had a busy month, with a total of 58 EMS Responses. Out of those 58 responses, 5 were to members of the vagrant population, which is down from 15 responses in June. At present, our average ambulance response for 2021 is running at 61 calls per month and we are currently 116 EMS responses over last year at this point which was our previous record year. As far as fire response is concerned, we had no structure fires, 5 false alarms, and 2 Rescue Calls.

The Protective service department submitted an application for Fire Smart Funding to ENR for a total of 4 projects and roughly \$80,000. We received confirmation that we were approved for \$45,000 to finish the Fire Break that runs from the hospital to the Lagoon. This project was our top priority out of the 4 projects. ENR will keep the other 3 projects in mind for feature funding or if there is any potential funding left over.

A driving competency Standard Operating Guideline (SOG) was drafted and is now in the review stage. In addition to territorial licencing requirements this SOG will be used to identify standard testing for the skill competency to operate the fire departments various vehicles and aparatus's. Once the SOG review is completed we will identify an implementation period to get all members tested and checked out on the various pieces of equipment.

The Fire Department has been training on attack lines and foam to understand suppression tools and deployment, Fire Suppression where students learned how to coordinate an interior fire attack. The department also trained on firefighter survival tehcnics and salvage & overhaul where students learned how to protect assests after suppression is completed. The Phase 2 1001 testing is scheduled for August 13th to 15th. Members from both the Fort Smith and Inuvik fire department will be attending Hay River for testing.



REPORT TO COUNCIL

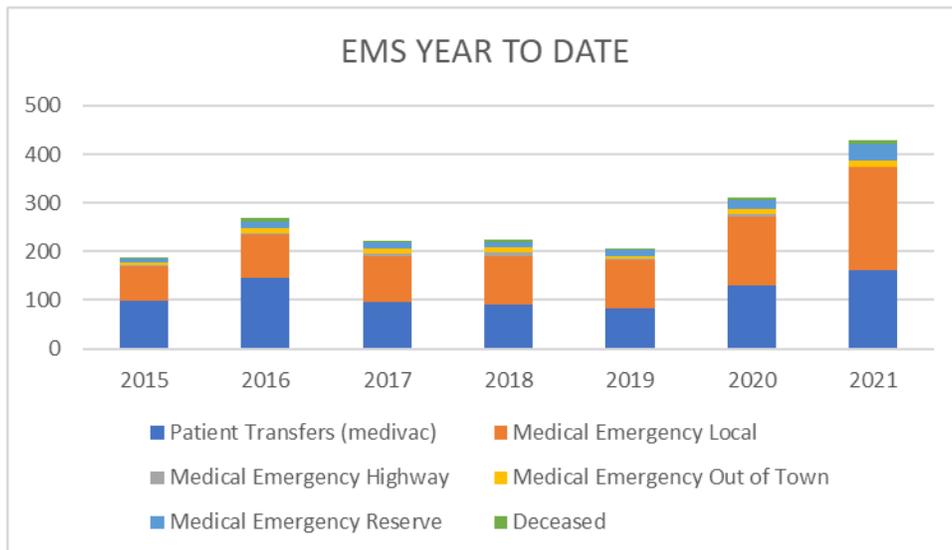
DEPARTMENT: PROTECTIVE SERVICES

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In July, 423 hours were invested by the members of the Protective Services Department, bringing us to a total of 3782 hours YTD. These hours do not include the Town of Hay River Employees who responded during working hours.

STATISTICS



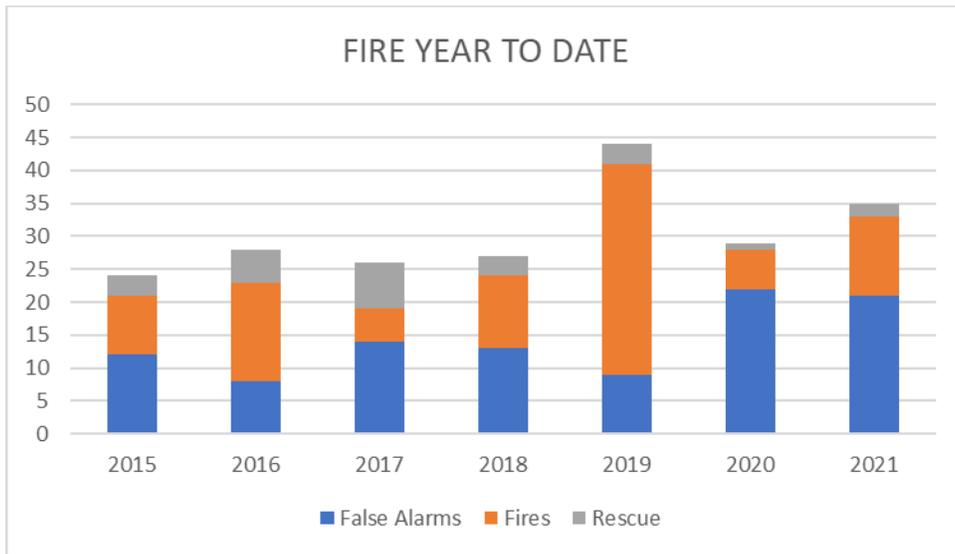


REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: August 5th, 2021

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT



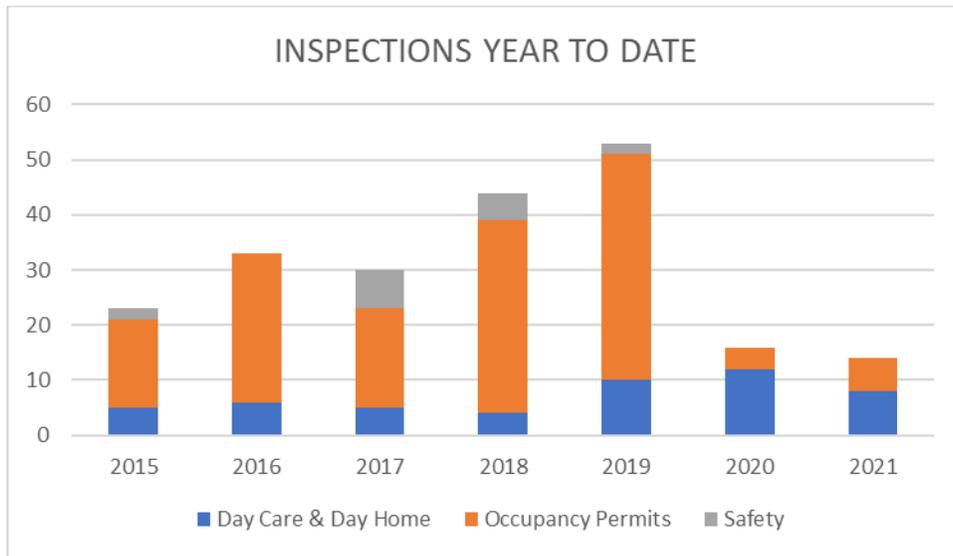


REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: August 5th, 2021

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT



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:



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: August 5th, 2021

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

N/A

ATTACHMENTS:

None

Prepared by:

Travis Wright
Director Protective Services/Fire Chief
Date: August 5th, 2021

Reviewed By:

Sam Mugford
Acting Senior Administrative Officer
Date: August 5th, 2021



REPORT TO COMMITTEE

DEPARTMENT: Public Works

DATE: August 10, 2021

SUBJECT: Public Works Monthly Report for July 2021

RECOMMENDATION:

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

BACKGROUND:

Capital Projects 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)	Tender documents have been received from consultant, will be reviewed, finalized and ready for tender this fall.
New Lift Station	Work progressing as per construction schedule. No major issues to date. Expected completion of early 2022.
Fraser Place Development	Rezoning work for area has been completed. Project on hold due to migratory bird issues involved in tree clearing.
Market Garden Road Extension	Options for this project being investigated.
Caribou Crescent Water Sewer and Drainage (carry over from 2020)	Curb and gutters have been poured, asphalt work expected to take place in late August.
Beaver Crescent Water, Sewer, and Drainage	Construction has begun on project. Expected to continue throughout the summer with paving in 2022.
Riverview Drive Upgrade	Construction has begun on project. Expected to continue throughout the summer with paving in 2022.
Waste Diversion Project - Tire Recycling (carry over from 2020)	Have received clarification from GNWT on eligible expenses for funding. RFP details for this work being finalized.
Hazardous Waste Removal Project	MACA led project that is contingent on new ICIP funding.
Capital Drive Watermain	Design work planned for Q3 or Q4.
Paradise Road Realignment	Design and construction options being looked into.
New Water Licence Requirements	New water licence in place as of January 31. Work underway on new requirements.



REPORT TO COMMITTEE

DEPARTMENT: Public Works

DATE: August 10, 2021

SUBJECT: Public Works Monthly Report for July 2021

New Back Hoe	Tender has been awarded, delivery expected in late fall.
Water Treatment Plant Feasibility Study and Preliminary Design	The ICIP application for this project was approved for 50% funding of the \$450,000 proposed project. Administration will work to identify additional funding for the project and proceed with procuring a consultant for the project.
Flood Mitigation	Temporary flood mitigation efforts were put in place for the 2021 spring break-up. These efforts worked as intended. Mid to long term mitigation work to proceed as priority areas are identified.
Subdivision - Sundog	Preliminary work on this project planned for later in 2021.

New Lift Station:

Work is continuing as scheduled on the New Lift Station. Rebar has been installed and walls continue to be poured to complete the underground portion of the building. No major issues have arisen thus far on this project and it is expected to be completed as intended in the early part of 2022.

Caribou Crescent:

Curb and gutters have now been placed on Caribou Crescent with the asphalt work to follow later in August. Yard reconstruction work has begun and will continue once asphalt is in place. Work is on schedule and expected to be completed this year.

Beaver Crescent and Riverview Drive:

Work is continuing along Riverview Drive on the underground infrastructure. The water and sewer work for the southern portion of the road has been completed and work is progressing near the intersection with Gaetz Road.

Water Treatment Plant:

The Town’s application for funding under the ICIP funding program for a WTP Feasibility Study and Preliminary Design was approved for 50% funding of the \$450,000 budget identified in the application. The Town had applied for 75% funding for this project. Administration will look to identify funding opportunities for the 25% difference in funding and will move forward with the project. Administration will determine the best method for moving forward with procurement of qualified professional consultants for the work and the project is expected to move forward in fall of 2021.

Work that was identified in the 2020 MACA report and other recent inspections has been priced out and is being completed in an effort to improve operations at the existing WTP. Minor equipment improvements and maintenance work will continue as well as additional testing on water quality and treatment options.



REPORT TO COMMITTEE

DEPARTMENT: Public Works

DATE: August 10, 2021

SUBJECT: Public Works Monthly Report for July 2021

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 and Sewer repairs as necessary Month end water report
Water & Sewer Facilities	Daily rounds of facilities
Roads	Street sweeping of roads Sign repairs New sign installation Cleaning of ditches and culverts Painting of lines Traffic light maintenance & repairs
Other	Regular fleet maintenance & repairs Funerals

The Public Works staff have implemented a new Work Order system to track the issues being raised and the work completed for day-to-day concerns. The following is a summary of the work orders opened and closed in the month of July.

Category	Work Orders		
	Started	Completed	Outstanding
Roads	15	15	2
Equipment Maintenance	2	4	1
Cemetery	0	2	1
Water & Sewer	8	5	3
Miscellaneous	14	12	3

*Note that Completed and Outstanding categories may include work orders started in prior months.



REPORT TO COMMITTEE

DEPARTMENT: Public Works

DATE: August 10, 2021

SUBJECT: Public Works Monthly Report for July 2021

The Work Order system is being refined by the Town Foreman, PW workers, and the Director of Public Works. Improvements to the Work Order tracking system will be made in the coming months in order to provide better information and to help improve operations.

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. Testing work was performed as required and Town staff have now taken a portion of this work in-house in order to reduce costs and increase efficiency.

The Town is preparing to undertake activities required under the new water licence this summer including the installation of additional monitoring wells at the solid waste facility and some additional testing operations. A Land Use Permit for the installation of new monitoring wells at the SWF was approved by the Board on June 30th.

Planning & Zoning:

11 Development Permits and 3 Building Permits have been approved for July 2021. In the month of July 2020, there were 11 Development Permits and 5 Building Permits signed out.

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
July 02/21	DH21-041	938 Mackenzie Highway	Dream Catchers (Landscaping, Hotshot & Janitorial)
July 06/21	D21-042	2-8 Gagnier Street	Change in use to add weekly lunches and smoothy sales
July 09/21	D21-043	39135 Mackenzie Highway	Move and store office building on commercial property
July 09/21	D21-044	37-61 Woodland Drive	Munchies Hotdogs and Catering (Mobile Catering)
July 12/21	D21-048, B21-007	35032 Mackenzie Highway	Metal Frame Fabric Tent Storage Garage
July 13/21	B21-008	17-61 Woodland Drive	Replace some rotten exterior wall sections
July 13/21	D21-045	27 Cranberry Crescent	New 5-foot rear yard fence
July 14/21	D21-046	21 Miron Drive	New front yard fence
July 14/21	DH21-047	40031 Mackenzie Highway	Georgie Designs (Crafts)



REPORT TO COMMITTEE

DEPARTMENT: Public Works

DATE: August 10, 2021

SUBJECT: Public Works Monthly Report for July 2021

July 14/21	DH21-049	16-105 th Street	Lyne's Laser Skin Rejuvenation Clinic (Laser Skin Aesthetics)
July 15/21	D21-050	426 Paradise Road	Stick-build new 1280 SQ. FT. House
July 21/21	D21-051	15 Swallow Drive	Temporary Power Drop for lot development and house construction
July 21/21	B21-010	39 Riverview Drive	Construct Polycarbonate Greenhouse.

Work is continuing on the review and update of the Town's Zoning and Building Bylaw. An initial presentation was made to Council by the consultant on the project in July and engagement work has begun. The consultant will be continuing community engagement in August including public meetings and indigenous consultation.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

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

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by: Mike Auge
Director of Public Works
August 5, 2021

Reviewed by: Sam Mugfurd
Acting SAO
August 5, 2021



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: August 10th, 2021

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillors Anderson and Chambers from the Regular Meeting of Council, Tuesday, August 10th, 2021.

BACKGROUND:

Councillors Anderson and Chambers have asked to be excused from the Regular Meeting of Council, Tuesday, August 10th, 2021

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: August 6th, 2021

Reviewed by:



REPORT TO COMMITTEE

DEPARTMENT: ADMINISTRATION DATE: August 10, 2021

SUBJECT: APPOINTMENT OF RETURNING OFFICER

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints Heather Coakwell as the Returning Officer for the 2021 Municipal Election for the Town of Hay River.

BACKGROUND:

In order to conduct the Municipal Election for the Town of Hay River being held on October 18th, 2021, it is necessary to appoint a Returning Officer.

According to the Local Authorities Elections Act R.S.N.W.T. 1988, c.L-10, Section 27 (1) *A local authority shall appoint a person as returning officer.*

Heather Coakwell has significant experience as a returning officer for both municipal and territorial elections. The Returning Officer will be supported by a Deputy Returning Officer and several election clerks.

The Town has budgeted for an election to fund the anticipated cost which is projected to cost between \$14,000 and \$15,000.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Local Authorities Election Act

FINANCIAL IMPLICATIONS:

\$15,000 budgeted item

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A



REPORT TO COMMITTEE

DEPARTMENT:

ADMINISTRATION

DATE: August 10, 2021

SUBJECT:

APPOINTMENT OF RETURNING OFFICER

Prepared by:

Stacey Barnes
Council Administrator
Date: August 6th, 2021

Reviewed by:

Sam Mugford
Acting Senior Administrative Officer
Date: August 6th, 2021