



REGULAR MEETING MINUTES August 11th, 2020

The Regular Meeting of Council was held on Tuesday, August 11th, 2020 at 6:30pm By Video Conference Call

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

Staff: SAO – Glenn Smith, Director of Protective Services – Ross Potter, Director of Public Works – Mike Auge, , Council Administrator – Stacey Barnes

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#20-193

MOVED BY CLLR WILLOWS

SECONDED BY: CLLR DOHEY

Add Excused Absence 10e) for Councillor Chambers

3. DECLARATION OF INTEREST

Deputy Mayor Bouchard declared an interest in item 9e) as he owns the auction company.

4. ANNOUNCEMENTS, AWARDS & PRESENTATIONS

There were no announcements, awards or presentations for the Regular Meeting of Council, Tuesday, August 11th, 2020

5. MINUTES

a. Regular Meeting of Council – July 28th, 2020

#20-194

MOVED BY: CLLR WILLOWS

SECONDED BY: CLLR DUFORD

CARRIED

6. BUSINESS ARISING

There were no business arising at the Regular Meeting of Council on Tuesday, August 11th, 2020.

7. ADMINISTRATIVE ENQUIRIES

Director of Protective Services – Ross Potter

- Bylaw, Fire and Ambulance has been steady
- Breakup equipment has been sent out for refurbishment and replacement of parts
- Working with Water Resources on possible funding

Cllr Willows – Where is the bylaw protective services specialist at?

SAO Smith – Interviews are ongoing, its moving through at this point.



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Recreation – SAO Smith

- Working with ice user groups around opening of the Community Centre
- Received approval from water licensing to complete emergency retaining wall work at Porritt Landing
- Community Beach and Water Safety day was well attended this past weekend
- Meditation on the beach will be going till the end of August

Finance – SAO Smith

- Finance Committee meeting next week for Q2 Capital and O&M
- Property tax payments have been coming in
- Accounts payable and Payroll clerk position will have interviews next week
- Working through land purchase agreements

Cllr Duford – There was a lot of electrical issues this past weekend at the pavilion

SAO Smith – We are working on the cause to have it corrected

Mayor Jameson – Aquatics positions are closed, but the pool is not to open till phase 2 with limitations, we do we need so many aquatics staff?

SAO Smith – Supervisor position is needed, others is a balancing act, but I will get back to you with answers.

Director of Public Works – Mike Auge

- Calcium has gone down on the various roads this past weekend
- Caribou Crescent is wrapping up for this season
- Fraser Place is starting its Geotech work last week
- Working with our consultant on the Water License renewal
- Water Intake Line Inspection will start this week. Going into next week

Deputy Mayor Bouchard – What is the timeline for Fraser Place?

SAO Smith – more information coming in camera

Senior Administrative Officer – Glenn Smith

- Meetings with timelines for ICIP and Climate Change programs
- Applying for funding for \$20,000 from Food Centre Canada for food bank programs and Hay River Seniors
- Working on business development
- Dealing with public concerns that have come forward

Mayor Jameson

- Minister Simpson has been following up with MACA with regards to our Community Plan
- Met with NWTAC and Minister Simpson regarding schools opening in September and the procedures
- Met with MACA to talk about the Canadian top up for residents of the NWT, funding changes to help local economies, isolation centre measures, and training for border control messaging.



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8. DELEGATION

Pine Point Mining update and presentation to Council by Jeff Hussey and Andrew Williams

9. COMMITTEE REPORTS

- a. Tourism and Economic Development Report for July

RECOMMENDATION:

#20-195

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

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

CARRIED

BACKGROUND:

Tourism Activity:

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

Economic Development Activity:

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



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Other Activity:

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

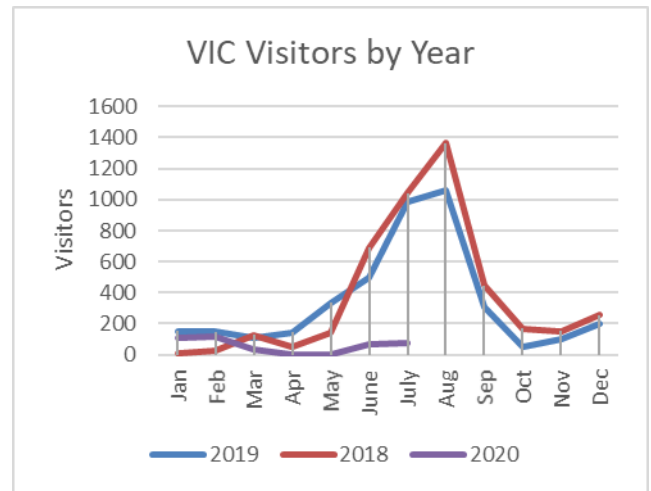
Key Performance Indicators:

External Funding Success

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



Visitor Information Centre Visitation





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Gift Shop Sales



Inbound Marketing

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

Visitor Satisfaction Rating

- We have been working with ITI, NWT Parks and Spectacular NWT to create an NWT wide visitor metrics that will be of value to all involved. Currently in discussion.
- COVID protocol does not allow tourists to sign the guestbook but we are taking down information on where they are from, what brings them here, what are they doing here, etc.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A



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ATTACHMENTS:

N/A

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

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

b. Recreation Monthly Report for July

RECOMMENDATION:

#20-196 **MOVED BY: CLLR DUFORD**
 SECONDED BY: CLLR DOHEY

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

CARRIED

BACKGROUND:

Recreational Programming

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

Further facility and operational updates:

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



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

Recreation Programming Statistics

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

User group and programming updates:

- Town of Hay River delivered programming:
 - o Summer Heat: 21 registrants, plus as and when from waiting list when possible;
 - o Outdoor spin classes: registrations met minimums, stats to be available in Aug;
 - o Fitness classes at local greenspaces: registrations met minimums, stats to be available in Aug;
 - o Meditation at the Beach: resumed in July, stats to be available in August;
 - o Social Paddle: expected to resume in August;
 - o Canada Day car parade and celebration organized by THR on July 1st;
 - o Water Smart Community Beach day: scheduled for August 8th;
 - o Junior Lifeguard Club and Bronze level swimming lessons: expected in August;

- Local Sport User Groups:
 - o HR Golf Club: memberships increased approx. 40% comparable to recent years;
 - o HR Men's Fastpitch: 2 weekly practices and 2 local tournaments hosted in July;
 - o HR Mixed Slopitch: 6 league teams with a modified schedule and format;
 - o HR Elk's Soccer: returned to play with 2 weekly practices in July;
 - o Initial scheduling meeting held with Hay River Figure Skating Club, Hay River Minor Hockey, Hay River Speed Skating Club and local adult hockey groups;
 - Meetings to be held every 2 weeks until return to play;

Aquatics

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



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Beach Attendants duties include, but are not limited to:

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

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

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

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

Facilities and Maintenance

Parks and Greenspaces:

- Maintenance:
 - Hanging baskets, planters and greenspaces watered daily;
 - Regular checks, clean up and emptying of garbage cans on TOHR properties;
 - Pick up litter in ditches and in downtown core;
 - Mowing and brushing of THR greenspaces and highway ditches;
 - Coordination and cooperation with Beautification Committee;
 - Weekly greenspace and building inspections, with maintenance as required;
 - Support Summer Heat and outdoor fitness classes;
 - Weekly janitorial service at Community Centre;
 - Weekly maintenance of Glenn Smith ball field (4 days/week);
- Improvements:
 - Supporting completion of Wharf Pavilion build via carpentry work and staining of interior and exterior walls;
 - Investigation and application for permits required for Porritt Landing retaining wall repairs;
 - Aquatic Centre steam room exhaust system upgrades;
 - Funding application submitted to Arctic Energy Alliance for pool pump upgrades and conversion of lighting to LED;
 - Trail improvement project resumed via partnership with the NWT Metis Nation and Hay River Metis Government Council:
 - 2020 priorities:



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

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Prepared by:
Stephane Millette
Director Recreation and Community Services
Date: July 30, 2020

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

- c. Emergency Services Monthly Report for July

RECOMMENDATION:

#20-197 **MOVED BY: CLLR WILLOWS**
 SECONDED BY: CLLR DOHEY

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

CARRIED

BACKGROUND:

Summary:

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



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

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

Meetings:

Hospital Meeting
Protective Services Specialist Interviews

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

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

FUNCTION	JULY 2018	JULY 2019	JULY 2020	JULY 2018 YTD	JULY 2019 YTD	JULY 2020 YTD
Patient Transfers	8	11	16	90	82	129
Medical Emergency Local	21	20	20	101	93	136
Medical Emergency Reserve	0	0	3	11	10	18
Medical Emergency Highway	0	1	0	6	2	6
Medical Emergency Out of Town Patients	0	0	8	11	7	11
Body Transfer	0	0	0	5	3	6
Fires & Rescues	1	2	3	15	10	10
False Alarms	5	2	9	18	12	32



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Training	4	4	3	27	31	15
Special Training	0	7	0	16	19	0
Maintenance	5	4	2	26	25	15
Fire Permits	1	0	1	16	6	4
Fireworks Permits	0	0	1	3	0	1
Public Safety	7	5	1	20	16	2
Inspections	8	4	1	47	60	17

MAINTENANCE

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

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

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



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COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaws as applicable

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Ross Potter
Director, Protective Services
Date July 28, 2020

Reviewed By:

Glenn Smith
Senior Administrative Officer
Date: July 31, 2020

- e. Asset Disposal Report

RECOMMENDATION:

#20-199

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

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

CARRIED

BACKGROUND:

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

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



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FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stacey Barnes
Council Administrator
Date: August 4, 2020

Reviewed by:

10. NEW BUSINESS

- a. Excused Absence for Cllr Anderson

RECOMMENDATION:

**#20-201 MOVED BY: CLLR WILLOWS
 SECONDED BY: CLLR DOHEY**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Anderson from the Regular Meeting of Council, Tuesday, August 11th, 2020.

CARRIED

BACKGROUND:

Councillor Anderson have asked to be excused from the Regular Meeting of Council, Tuesday, August 11th, 2020

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A



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ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

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

Reviewed by:

- b. Excused Absence for Cllr Willows

RECOMMENDATION:

#20-202 **MOVED BY: CLLR DUFORD**
 SECONDED BY: CLLR DOHEY

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Willows from the Regular Meeting of Council, Tuesday, August 25th, 2020.

CARRIED

BACKGROUND:

Councillor Willows have asked to be excused from the Regular Meeting of Council, Tuesday, August 25th, 2020

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A



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ATTACHMENTS:

- Town of Hay River Strategic Plan – July 2020 Progress Update

Prepared by:

Glenn Smith
Senior Administrative Officer
August 7, 2020

- d. Excused Absence for Cllr Chambers

RECOMMENDATION:

#20-204 **MOVED BY: CLLR DOHEY**
 SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Chambers from the Regular Meeting of Council, Tuesday, August 11th, 2020.

CARRIED

BACKGROUND:

Councillor Chambers have asked to be excused from the Regular Meeting of Council, Tuesday, August 11th, 2020

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Stacey Barnes
Council Administrator
Date: August 7th, 2020

Reviewed by:



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11. NOTICE OF MOTIONS

There we no notice of motions for the Regular Meeting of Council, Tuesday, August 11th, 2020.

12. IN CAMERA

#20-205 **MOVED BY: DEPUTY MAYOR BOUCHARD**
SECONDED BY: CLLR DOHEY

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

CARRIED

#20-205 **MOVED BY: DEPUTY MAYOR BOUCHARD**
SECONDED BY: CLLR DOHEY

That the Council of the Town of Hay River move out of In Camera At 8:45PM.

CARRIED

13. ADJOURNMENT

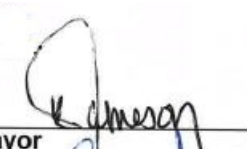
#20-207 **MOVED BY: CLLR WILLOWS**

That the Regular Meeting of Council be adjourned at 8:46pm.


CARRIED

Certified Correct as Recorded on the 11th Day of August 2020

These minutes were accepted by motion #20-209.



Mayor



Senior Administrative Officer