



REGULAR MEETING MINUTES December 7th, 2020

The Regular Meeting of Council was held on Monday, December 7th, 2020 at 6:30pm By Video Conference Call

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

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

#20-263

MOVED BY CLLR CHAMBERS

SECONDED BY: CLLR ANDERSON

3. DECLARATION OF INTEREST

There were no declarations of interest for the Regular Meeting of Council, Monday, November 16th, 2020

4. ANNOUNCEMENTS, AWARDS & PRESENTATIONS

There were no announcements, awards or presentations for the Regular Meeting of Council, Monday, November 16th, 2020

5. DELEGATION

Cheetah Resources Presentation with David Connelly

6. BUSINESS ARISING

There were no business arising at the Regular Meeting of Council on Monday, November 16th, 2020.

7. ADMINISTRATIVE ENQUIRIES

Director of Finance – Sam Mugford

- Continuing to work on the 2021 budget
- Looking to reevaluate the town hall hours after the holidays

Director of Protective Services – Ross Potter

- Now have 37 members with 28 being EMR's and 19 having their 1001 firefighting
- Working on MSDS date base programs for the town facilities



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Director of Recreation – Stephane Millette

- Community Centre is operating efficiently with covid practices in place
- Pool is well attended with 236 swimmers last week
- Walking track numbers have been high
- Curling Club is open and running well
- Parent Action Committees have been decorating trees around the centre
- Maintenance team has been preparing the outdoor rinks
- The parade has been advertised along with Christmas activities

Cllr Willows – The trees look amazing

DM Bouchard – Will the outdoor rinks be ready before Christmas?

Millette – the 553 rink should be ready shortly, the old town rink in ongoing

Director of Public Works – Mike Auge

- Public Works staff have been working on snow clearing and sanding
- 3 staff are in first aid this week
- Continuing with 2021 budget work
- And working on ICIP funding applications

SAO – Glenn Smith

- Been busy with the human resource plan from the Strategic Plan
- Ongoing with the 2021 budget
- Attended land lease meetings last week
- Meetings with the GNWT- MTS has not yet completed the environmental cleanup
- Joint reply to the public utilities board (PUB) regarding power transfer
- MACA rejected the disaster assistance for the Landfill fire

8. COMMITTEE REPORTS

a. Tourism and Economic Development Report for October

RECOMMENDATION:

#20-264

MOVED BY: CLLR DUFORD

SECONDED BY: CLLR WILLOWS

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

CARRIED

BACKGROUND:

Tourism Activity:

- Hay-Cation marketing continues to attract a few tourists to town and the South Slave Region, but with fall over and winter beginning, October is more of a transitional season for tourism.
- Updated a flat sheet proof from Spectacular NWT promoting the trail systems in Hay River and Fort Smith.
- Provided accommodation information for a flat sheet on places to stay in Hay River.



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- Met with local outfitters, service providers and our interim Tourism Development Officer to begin building packages and experiences in Hay River and the South Slave Region to continue to attract Hay-Caytioners from Yellowknife and other regional communities to visit.
- October breakdown of visitor origin:
 - YK 11,
 - Ft. Smith 4,
 - QC 2,
 - AB 3,
 - Wrigley 1,
 - Inuvik 1,
 - Iqaluit 2
 - All out of NWT visitors confirmed that they had self-isolated for 14 days before entering the community.

Economic Development Activity:

- Began discussion with the Ski Club and Snowmobile Club on scope of work they are planning for upcoming Winter CAP funding opportunities.
- Working on Canada Cultural Spaces Fund ideas and approaching possibly interested community groups.
- Met with Chuck Lirette and viewed the mass wasting occurring on the edge of the canyon below the road to the Golf Course and Ski Club. We viewed the Smith Trail and discussed the potential of the ski trails also be used as walking/biking trails in the spring, summer and fall seasons.
- Provided a list of potential news stories about economic development and other positive successes to Moose FM, CBC and Cabin Radio.
- Provided further information to CanNor for THR's multiyear *Enhancing Community Tourism Platform* funding application -.
- Pitched COVID friendly winter activities and ideas to the Hay River Chamber of Commerce for retail to attract visitors to *Shop & Stay in The Hay*.

Other Activity:

- Winterizing of VIC building.
- Tourism & Economic Development Committee held it's first meeting since the pandemic. ITI's interim South Slave Tourism Development Officer, presented a proposal to continue promoting Hay-Cation/Staycation to Yellowknife residents, encouraging them to come to Hay River and the South Slave region during winter months. The committee was updated on THR's Tourism & Economic Development activities and initiatives.
- Participated in the selection of new NWT Tourism Board members.
- Coordination with Seniors' Society Foodcycler pilot program.
- CESO and ITI mentorship program mentor assigned for training/collaboration on social media plan; product development to begin on November 9, 2020.
- Received invitation to provide insight and suggestions for the Fort Smith strategic marketing plan.

Key Performance Indicators:

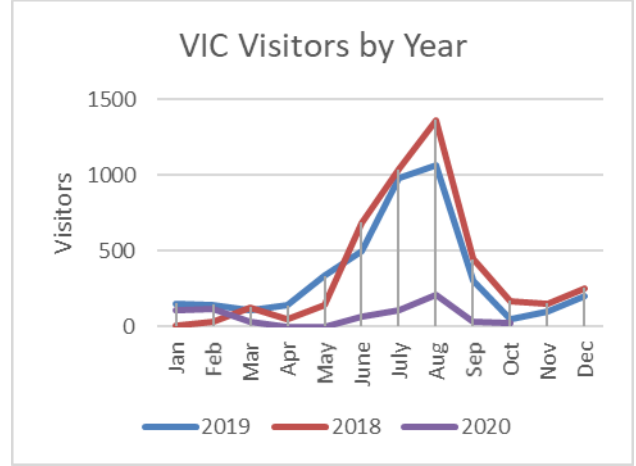
External Funding Success



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- Provided additional information for THR's CanNor *Expanding Community Tourism Platform* funding application.
- No new funding applications submitted in October.

Visitor Information Centre Visitation

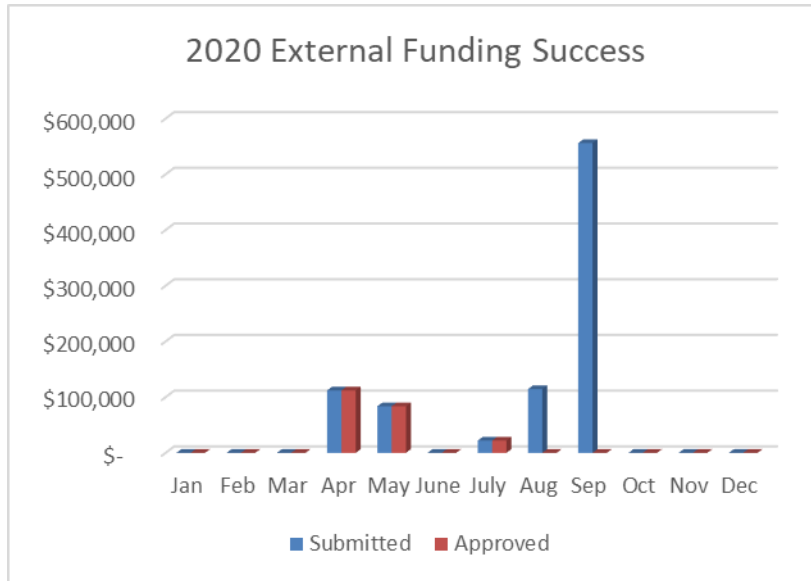


Gift Shop Sales





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Inbound Marketing

- Promotion through social media remains the focus for marketing. Hay-Cation promotion is continuing to promote Hay River and South Slave communities into the winter season. Hay-Cation ads have been continued in the next two issues of Up Here magazine.

Visitor Satisfaction Rating

- Feedback from tourists coming into the VIC is extremely positive and Hay-Cation marketing is the reason most tourists say they are visiting Hay River and the South Slave Region.
- Waiting on final tourism numbers from NWT Tourism and a breakdown of visitors to Territorial Parks during the Summer months.

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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Prepared by:

Peter Magill

Tourism and Economic Development Coordinator

Date: October 29, 2020

Reviewed by:

Stephane Millette

Director of Recreation

Date: November 5th, 2020

b. Emergency Services Monthly Report for October

RECOMMENDATION:

#20-265

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

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

CARRIED**BACKGROUND:****Summary:**

The Protective Services group had another busy month with a total of 57 emergency responses that were either medical or fire related.

Protective Services was able to fit test all applicable Town of Hay River Employees so that they can wear Self Contained Apparatus. This includes Protective Services, Public Works and Recreation.

Building inspections have been completed on all Town of Hay River Assets other than the Rec. Center, Aquatic Center and Rec Garage. The missing inspections will be completed the first week of November and all reports will be submitted to our Insurance Company. We are pleased to report that most of the deficiencies were minor in nature, and that we found the buildings to be clean and well organized.

This month's fire-related practical training involved a few training sessions dealing with Vehicle Extrication. We will be continuing with VX training in November where we will be practicing more advanced technical rescue skills.

Medical training dealt with packaging, scoop stretcher, cots plus we did several scenarios. This training was to prepare our class who participated in Medical First Responder training this month. We certified four members with Emergency Medical Responder. A much needed add to our group to lighten the load on our major responders.

EMO and Fire Department personnel continued working on all the monitoring stations for breakup. We have received the Data Loggers back, and the new Sensors have arrived. The Sensors have been installed at the Falls and at Paradise Valley.

From September 28, 2020 to October 31, 2020, 576.5, paid-on-call hours were served by the members of the Fire Department for a year to date, a total of 3,281 hours.



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STATISTICS

FUNCTION	OCTOBER 2018	OCTOBER 2019	OCTOBER 2020	OCTOBER 2018 YTD	OCTOBER 2019 YTD	OCTOBER 2020 YTD
Patient Transfers	9	12	10	118	130	178
Medical Emergency Local	12	13	26	137	139	200
Medical Emergency Reserve	4	3	4	18	19	27
Medical Emergency Highway	0	0	1	6	1	8
Medical Emergency Out of Town Patients	0	1	9	12	11	36
Body Transfer	1	0	0	9	5	10
Fires & Rescues	1	0	1	20	39	12
False Alarms	2	7	4	28	21	41
Training	4	4	5	39	35	30
Special Training	3	3	6	23	38	13
Maintenance	5	4	4	39	35	25
Fire Permits	3	2	3	20	8	13
Fireworks Permits	0	0	0	8	1	4
Public Safety	5	0	0	27	20	11
Inspections	12	16	18	72	95	42

MAINTENANCE

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



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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: November 1, 2020

Reviewed By:
Glenn Smith
Senior Administrative Officer
Date:

c. Municipal Enforcement Monthly Report for October

RECOMMENDATION:

#20-266 **MOVED BY: CLLR WILLOWS**
 SECONDED BY: CLLR DUFORD

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

CARRIED

BACKGROUND



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OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	WARNINGS	SHELTER	FINES	TOWED	RETURNED TO OWNER	OTHER ACTION
Animal Control Bylaw								
Animal Abuse	1	1						
Barking Dogs	1	1						
Dog Attack								
Dog Bites								
Loose Cat	5			5				
Loose Dogs	7	2	2	2	1			
Sled Dog Complaints								
Business License								
No Business License	2	2						
Traffic Bylaw								
Vehicle Parking	2		1		1			
Trailer Parking	3		3					
ATV	2	1	1					
Fail to Stop (Sign or Light)	44		44					
Distracted Driving	4				4			
No Seat Belt	4		4					
No Driver's License	3				3			
Suspended Driver's License	3				3			
Vehicle Unfit for Road	1		1					
No Insurance	5		2		3			
Vehicle not registered	6		1		5			
Unsecure Load	1		1					
Obstructed Windshield	1		1					
Fail to drive to road conditions	2	2						
Improper use of plate	1				1			1
Drive without lights in dark	1		1					
Driving while impaired	1	1						
Unightly Bylaw								
Overgrown Trees	1	1						
Long Grass & Weeds								
Miscellaneous	1		1					
Garbage	2		2					
Taxi Bylaw								
Taxi Not Available	13		4					9
Smoking in Taxi	1		1					
Taxi Permit not visible	1		1					
Noise Abatement Bylaw								
Noise Complaint	2		2					
Fire Prevention Bylaw								
Burning without permit	1		1					
Fireworks without supervision								
Improper Storage of Hazards								
Unsafe Behaviour								
Walking on railroad tracks	3		3					
ATV's on railroad tracks	4							4
Unable to care for self ETOH	1							1
Walking on highway ETOH	1		1					

An average 3 patrols occur daily at random intervals looking for public safety issues varying in degree. We are presently taking the opportunity whenever possible to educate offenders before we



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enforce the bylaws with ticketing. We are seeing positive change as far as issues with the traffic bylaw are concerned.

The Protective Services Specialist has also been actively working with the homeless peoples in the downtown area, ensuring that they are safe and not creating a nuisance.

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:

Travis Rosborough
Protective Services Specialist
Date November 1, 2020

Reviewed By:

Ross Potter
Director, Protective Services
Date: November 1, 2020

d. Public Works Monthly report for October

RECOMMENDATION:

#20-267

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR CHAMBERS**

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

CARRIED

BACKGROUND:



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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 Meter replacements Month end water report
Water & Sewer Facilities	Daily rounds of facilities
Roads	Grading of roads Clearing of ditches Street sweeping Sign repairs Asphalt patching Snow clearing Sanding of roads/intersections
Other	Regular fleet maintenance Prepping fleet for winter Funerals

Landfill Operations:

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

The ICIP funding agreement for removal of tires and waste diversion has been finalized. Currently working with GNWT to finalize options for tire removal. Work likely to occur in spring of 2021.

Soil on biotreatment pad was tested and is good to be removed. Will be used as cover material for the landfill.

Water Licence Activities:

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

The Town’s water licence renewal application was submitted to the Mackenzie Valley Land and Water Board on September 16th, 2019. The process for licence renewal has continued throughout 2020 with the final public hearing sessions being held September 8 – 10, 2020. A draft licence was issue in October and all interested parties commented on the draft. The Town has an opportunity to



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respond to these comments and present closing arguments. A new water licence is expected to be approved and issued in early 2021.

ENR completed their annual fall inspection of the Town facilities and were pleased with the state of most items.

Other Activities:

The Boil Water Advisory that had been in effect since September 2nd was lifted on October 20th.

MACA and WSCC both completed inspections of the Town's Water Treatment Plant and have provided several recommendations of areas for improvement or items that need to be addressed. These issues will be incorporated into the upcoming Public Works plans including maintenance work and capital planning options where necessary.

Capital Projects 2020:

A list of 2020 Capital Projects along with an update of the status of these projects is included below.

2020 Capital Projects	
Project	Update
Lift Station System Upgrade	Construction began in August and continued to mid-October. Sheet piling has been installed and excavation work will begin in the spring.
Fraser Place Development	Geotechnical work has been completed with a report expected in mid-November. Survey was completed in October with design work expected to occur over the winter months.
Caribou Crescent Water, Sewer, and Drainage	Underground infrastructure work completed and backfilled. Paving work to occur in 2021.
Water Treatment Plant and Reservoir Roof Upgrades	Project has been completed.
Water Licence Renewal	Ongoing - See Water Licence section
Commercial Water Meter upgrade	Majority of meters have been purchased and a portion have been installed. Remainder to be done as time permits.
Landfill Waste Projects (Tires and others)	MACA working with regulatory bodies on options for disposal of tires in NWT or for shipment to Alberta. Expect to have tires removed in spring of 2021.
Paradise Road Realignment	Project has been deferred to 2021.
Lift Station #2 Demolition	Project has been completed.
Sewer Flusher (Equipment)	Tender has been awarded, new flusher expected to be delivered in early 2021.
Beaver Crescent Water, Sewer, and Drainage	Surveying and design to be completed in 2020, construction in 2021.
Riverview Drive Upgrade	Surveying and design to be completed in 2020, construction in 2021.
Capital Drive Watermain	Surveying and design work to be completed in 2020.



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Treatment Plant Intake Inspection	Reservoirs were inspected in the summer but intake was not able to be located. Intake has since been located and an inspection will take place this winter.
Old Town Hall Demolition	Town Hall has been cleared of items, have reached out to consultant on removal of hazardous materials. Will move forward with tendering of hazardous material removal and demolition work. Work expected to take place in spring as warm weather is needed for work.

Planning:

6 Development Permits and 1 Building Permits have been approved for October 2020. In the month of October 2019, there were 8 Development Permits and 2 Building Permits signed out. The monthly Development and Building report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Oct 8/20	D20-067	83 McBryan Drive	New Stick Built 16'X24' Garage
Oct13/20	D20-069	4 Elm Crescent	New Stick Built 14'X30' Storage Garage
Oct 14/20	D20-070, B20-034	11 John Mapes Crescent	Interior/Exterior Fire Restoration
Oct20/20	DH20-071	37-61 Woodland Drive	Home Occupation Delivery Service
Oct 27/20	D20-073	31-103 rd . Street	Re-instate Power in Existing House
Oct 28/20	D20-074	5 & 6 Mansell Place	Permanent Power Hookups (New GNWT Houses)

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:



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N/A

Prepared by: Mike Auge
Director of Public Works
November 5, 2020

Reviewed by: Glenn Smith
SAO
November 5, 2020

e. Recreation Monthly Report for October

RECOMMENDATION:

#20-268

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 October 2020 as presented.

CARRIED

BACKGROUND:

Operational and Covid-19 Reopening Updates

Customer Service Desk, Walking Track;

- Open Monday to Friday 8:00am to 9:00pm
- Weekend hours extended as of October 17th;
- Maximum occupancy: 25 individuals each for walking track and main lobby;
- Mandatory sign in and screening at customer service desk;

Aurora Ford Arena - reopened October 13th

- Regular ice user groups received *Return to Play* approval from OCPHO;
- All ice user groups have resumed play with similar ice times to previous years;
- General Guidelines:
 - o Maximum occupancy on ice surface: maximum occupancy of 25 individuals
 - o Bleachers and viewing area: maximum occupancy of 25 individuals
 - Limited to parents of children 12yrs or less;
 - Masks mandatory in bleacher area;
 - o Dressing rooms available to user groups:
 - Maximum occupancy: 8 individuals above the age of 12yrs;
 - Masks mandatory in dressing rooms;
 - Players/skaters must limit time in dressing rooms as much as possible;
 - User groups responsible for sanitizing of dressing rooms after use;

Rental Rooms:

- MP Room and DWHall available for rentals throughout October with multiple meetings and events booked;
- Concession operator continues to operate via CHall;

Hay River Curling Club – reopening November 6th



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- HRCC received *Return to Play* approval from OCPHO, as well as special permission to operate upstairs lounge;
- Ice surface prepared in October and ready for league play to resume in November;

Don Stewart Aquatic Centre:

- In pool staff training and Lifesaving Society courses: Oct 23rd to Nov 8th;
- Reopening to the public: November 9th;
- See below for further information on reopening approval and guidelines;

Recreational Programming

October fitness programming was a great success and they continue to be well attended. Spin is the most popular class and the *Spin To Win* competition, with prizes donated by local businesses, seems to have enticed people to attend more classes. Kickboxing and boxing classes are doing well with lots of new interest in the programs. A local fitness contractor has also been leading weekly Jazzercise classes. Initial registration numbers were low but numbers have increased significantly in recent weeks. Yoga classes were also added to the schedule in October. These classes are taught by a certified yoga instructor who is a newcomer to the community. They have been very well received with high participation.

Regular youth programming has increased from previous months and years. The Afterschool Club has been a great success with most days seeing 10 or more kids registered. Positive feedback was received from parents and kids. Beverly Tybring’s *Creation Club* taught mitten making in October. All participants and parents were very pleased with the program. Unfortunately, participation has been low for the *Stay and Play* program, likely due to reduced volume of patrons in the Community Centre during those hours. Alternative programming such as increased kid boxing and other fitness classes are being planned for November. Kid Boxing has been very well received! Kids are enjoying the program and it will continue through November and December.

Seniors and older adult programming resumed in October. Senior walking, older adult craft club and older adult games. Numbers have been low, but consistent. Programming staff continue to spread the word and communicate with the Seniors’ Society. The Department remains hopeful that this funded program sees more participants in coming weeks.

A *Spooktacular* Halloween event was held at the Community Centre on October 30th. The Recreation Programmer, with the support of the Family Support Centre, ran a successful family event that saw 24 participants register and attend the event. Further partnerships and activities are being planned with the Family Support Centre to provide family friendly activities.

Recreation Programming Statistics

Regular programs:	Total Participants for October 2020
<i>Spin</i>	62
<i>Lunch Spin</i>	24



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Yoga	31
Kickboxing	26
Boxing	25
Jazzercise	20
After School Club	198
Creation Club	27
Stay and Play	0
Kid Boxing	27
Senior Walking	18
Older Adult Crafts	5
Older Adult Games	3

Rental hall usage:	CHall	MP Room	DWHall
<i>TOHR special events</i>	n/a	1	0
<i>TOHR meetings</i>	n/a	Fit/Yth programs	4
<i>Corporate/private rentals</i>	n/a	1	7
<i>Non-profit organization</i>	n/a	3	1
<i>Birthday celebrations</i>	n/a	0	0

Aquatics

Department of Recreation submitted an *Application to Vary from Public Health Order Requirements* on October 8th with approval received approval from the OCPHO on October 13th.

Reopening preparations throughout October included inspections and servicing of pool mechanical systems, maintenance work and improvements of pool deck. Staff training and Covid-19 procedural preparations were also required.



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Staff training facilitated by the National Lifesaving Society included:

- Bronze Cross and Bronze Star courses: 9 participants
- In service training
- First Aid and CPR: 5+ participants
- National Lifeguard Certification Training: tbd

Interviews were conducted to fill the Aquatics Supervisor position with a successful candidate selected and hired. Mike Scott joins the team on November 2nd. The Department of Recreation will surely benefit from his supervisory and leadership qualifications and experience.

The aquatics team roster is nearly at full compliment and the recent training opportunities should ensure the remaining positions are filled.

General Covid-19 guidelines for the aquatic centre:

Appointment Based Swimming System:

- Max occupancy of 20 people, including lifeguards, in aquatic centre
- Swimmers must book swim times in advance by calling customer service desk;
- Weekly swim schedule to allocate blocks based on age cohorts;
- 60-90 minute recreational swim blocks;

Lane swimming (30 minutes blocks):

- 2 lanes available during lane swimming –combined with family/toddler swim times;
- alternating swim lanes to be closed with only one swimmer per open lane;

Max Occupancy of 4 people in hot tub - physical distancing requirements apply.

Steam room, waterslide and showers to remain closed until further notice.

No spectators allowed on the pool deck or in the viewing area.

Pool and pool deck only accessible to lifeguards on duty and swimmers attending their scheduled appointments.

Pool to be open 6:30-8:00 weekdays and 12:00-8:00 weekends.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:



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N/A

ATTACHMENTS:

Prepared by:

Stephane Millette
Director Recreation and Community Services
Date: November 5th, 2020

Reviewed by:

Glenn Smith
SAO
Date: November 5th, 2020

f. Development Permit Application D20-065

RECOMMENDATION:

#20-269

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER Review and Approve at their Discretion, Development Permit Application No. D20-065, the Re-Zone of Lot 1683, Plan 2830, Hay River, subject to the following conditions.

- That all requirements of the Zoning and Building Bylaw 1812 are met;
- An amendment to the General Plan and the Zoning Bylaw are required.
- That the Landowners will be responsible for all costs related to the Rezoning of the Property.

Carried

BACKGROUND:

Greenway Holdings Ltd .has made application requesting authorization to amend the General Plan and the Zoning and Building Bylaw 1812, to re-zone Lot 1683, Plan 2830 from the current C2 – Highway Service Commercial to R2 – Mile 5 Residential so as to allow for the Discretionary Use: Government Services.

Included in this package is the Letter and Application from Greenway Holdings Ltd., Maps showing the Property and Existing Building, and the Planners Report from Lesley Cabott, Senior Planner, Stantec.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Planning Act R.S.N.W.T. 1988, c.P-7
General Plan Bylaw No. 1811-18
Zoning & Building Bylaw No. 1812.

FINANCIAL IMPLICATIONS:



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N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

1. Development Permit Application D20-065 from Greenway Holdings Ltd. To Re-Zone Lot 1683, Plan 2830.
2. Maps showing Lot to be Re-Zoned with Existing Building.
3. Planners Report, Lesley Cabott, Senior Planner, Stantec.

Prepared by:

Randy Froese
Development Officer

Date: November 3, 2020

Reviewed by:

Mike Auge
Director of Public Works

Date: November 3, 2020

- g. 2021 Draft Capital Budget

RECOMMENDATION:

#20-270

MOVED BY: CLLR WILLOWS

SECONDED BY: DEPUTY MAYOR BOUCHARD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the 2021 Draft Capital budget as presented.

CARRIED

BACKGROUND:

The Town of Hay River prepares a capital budget annually to plan the next fiscal year's expenditures and funding. Administration has prepared this draft budget in alignment with the 2019-23 Strategic Plan, capital and operational plans, and in consultation with Council.

A public consultation process to review and provide feedback on the 2021 Draft Capital Budget will take place ahead of the final approval of the 2021 capital budget scheduled for December.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration Bylaw

FINANCIAL IMPLICATIONS:

- \$18M Capital (\$7.4M carryover from 2020)

ALTERNATIVES TO RECOMMENDATIONS:



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The intention of the Member to stand as Deputy Mayor shall be indicated to the Mayor and Council Administrator in writing and if two or more Members stand, there will be an election held, voting accomplished by secret ballot.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Cities, Towns & Villages Act
Bylaw 2420 – Council Procedure Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Stacey Barnes
Council Administrator
Date: November 12th, 2020

Reviewed by:

Glenn Smith
SAO
Date: November 12th, 2020

b. Tender Award for Sidewalk Clearing

RECOMMENDATION:

#20-272

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER awards the tender for the 2020 Sidewalk Snow and Ice Removal to JD Contracting.

CARRIED

BACKGROUND:

The tender for the 2020 Sidewalk Snow and Ice Removal closed on November 2nd, 2020 at 3:00pm and had one submitted bids:

- JD Contracting: \$70/hour



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This contract is necessary to maintain snow and ice-free walkway surfaces for pedestrians along Town maintained sidewalks.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaw 2388 Procurement Bylaw and Policy

FINANCIAL IMPLICATIONS:

The 2020 rate represents a \$5/hour increase over 2019 rates. The overall financial impact is dependent on the amount of snow the town receives this winter.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Prepared by:

Mike Auge
Director of Public Works
October 22, 2020

Reviewed by:

Glenn Smith
SAO
October 22, 2020

c. Recreation Rates for 2021

RECOMMENDATION:

#20-273

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2021 Recreation Rates as per By-Law 2410 as recommended by the Recreation and Finance Committees.

CARRIED

BACKGROUND:

The Recreation Committee met on October 19th to review 2021 recreation rates as per the 2016 Recreation Policy's indication that rates be reviewed and approved annually by Council. Then taking it to the Finance Committee on November 5th for recommendation to Council.

Rates being proposed by the Director of Recreation are based on feedback received from Department of Recreation staff, THR's Senior Management team, representatives of THR community groups and patrons of THR recreation facilities.



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Proposed changes for 2021 mainly identify new rates for facilities and equipment acquired by the Department of Recreation in 2020. Some new rates are also being proposed for new services that were identified in 2019 and 2020. Lastly minor adjustments are being made to some rates to ensure consistency with comparable services, both internally and externally.

Further to the new rates being proposed, a recommendation is being made to add schedule "B" to By-Law 2410 in order to better promote sponsorship and advertising opportunities at Town of Hay River recreation facilities. The Recreation Committee reviewed the rates and is recommending this change, to be followed by public communication to local businesses and residents.

In January 2020, Council approved a recommendation that Administration proceed with the 2017 Council subcommittee prepared sponsorship program as presented to secure naming rights for spaces within the recreation center. Terms and conditions relative to each sponsorship will be defined through formal contribution agreements.

No increases have been made to recreation rates since 2018, though a 10% Recreation Centre Replacement Rider Fee was rolled into the rates in 2019 as per Council's approval.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Bylaw 2252-FIN-11 Financial Administration Bylaw – Feb 2012
- Bylaw 2224/GEN/10 Recreation Rates – October 2010
- Bylaw 2250/GEN/11 Recreation Rates – Nov 2011.
- Bylaw 2325-GEN- 13 Recreation Rates – Dec 2013
- Bylaw 2333/GEN/14 Recreation Rates – Dec 2014
- Bylaw 2333/GEN/18 Recreation Rates – Jan 2018
- Bylaw 2410/GEN/19 Recreation Rates – Jan 2019
- Bylaw 2410 Recreation Rates – Jan 2020

FINANCIAL IMPLICATIONS:

Additional revenue sources have been identified in the proposed rates. Diversifying revenues will be essential in 2021, due to Covid-19 restrictions on Community Centre operations, which likely will reduce bookings of rental rooms and may impact other revenues if risk level increases.

Administration is not recommending an increase to the recreation rates but it will ensure sufficient revenues are identified in the 2021 budgeting process to meet requirements of the cost recovery formula outlined in THR's Recreation Policy.

ALTERNATIVES TO RECOMMENDATIONS:

Increase rates by 2% based on a realistic projections of Canadian CPI annual inflation rates.

- Projected revenue increase: \$10 000 / yr based on 2020 budgeted revenues.



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- Projection does not consider possible Covid-19 impact on operations and revenues.
- Projection does not consider economical barriers in accessing recreational programming

Increase rates by 10% to offset risk of Covid-19 impact on operations and revenues.

- 10% increase represents monthly average of 2020 budgeted revenues;
- Difficult to project actual cost of Covid-19 shutdown due to variability of seasonal operations and Administration’s ability to reduce operational costs for extended closures.
- Short Covid-19 closures during winter season could impact THR cost recovery if pool and/or ice plant mechanical systems remain operational.
- Town is expecting to receive some level of Territorial funding to reduce the impact of COVID on decreased revenues and increased related expenses

ATTACHMENTS:

- 2021 Rec Rates Schedule A & B

Prepared by:
 Stephane Millette
 Director of Recreation
 November 12, 2020

Reviewed by:
 Glenn Smith
 SAO
 November 12, 2020

d. ICIP Application Report

RECOMMENDATION:

#20-274 **MOVED BY: CLLR DUFORD**
SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves:

- 1) **the inclusion of the projects identified in this report on the Town of Hay River’s 10 Year Capital Plan with a condition of approved project funding through ICIP;**
- 2) **An application to ICIP to support the projects identified in this report with a Town commitment up to \$3.8M**

CARRIED

BACKGROUND:

The Town of Hay River Finance Committee on November 5, 2020 approved the recommendation to proceed with a multi-project ICIP application. Background on the ICIP program and details of the projects to be included in the application and are as follows.

ICIP Program

The Federal Government and the Government of the Northwest Territories signed an Integrated Bilateral Agreement with Infrastructure Canada on March 7, 2018, under the Investing in Canada Infrastructure Plan (ICIP). ICIP funded projects support public infrastructure, defined as tangible capital assets primarily for public use and/ or benefit. A first call for infrastructure applications was



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made to NWT community governments in early 2019 with a program budget totalling approximately \$88M. A second call for applications was been made at the end of October 2020. It has been announced that the second call for proposals will be the final call under the current Integrated Bilateral Agreement.

For projects in the NWT, Canada will fund up to 75% of total eligible costs. The remaining 25% of the approved project budget to be funded by community government funding sources, such as the Municipal and Community Affairs (MACA) - Community Public Infrastructure (CPI) Fund, and community capital reserves.

MACA administers the ICIP program for the NWT and facilitates the delivery of applications to the Federal Minister for approval. ICIP applications must be submitted by December 11, 2020. Projects supported through the second intake of ICIP must be completed by September 1, 2027.

ICIP Funding Streams for Second Call

Four major streams of ICIP infrastructure funding have been established:

1. Green Infrastructure;
2. Community, Culture and Recreation Infrastructure;
3. Rural and Northern Communities Infrastructure;
4. Public Transit.

The GNWT has identified two community-based subsets that fall under Green Infrastructure and Rural and Northern Communities Infrastructure streams: Community Solid Waste Sites and Community Roads Upgrades. Projects under these subsets will be given priority over other infrastructure applications:

1. Green Infrastructure: Community Solid Waste Sites
Applications will provide improvements in community solid waste sites including removal of hazardous waste, design and construction of lined temporary storage areas, waste diversion, and for new or expanded sites to replace landfills that have reached their useful life.
2. Rural and Northern Communities Infrastructure: Community Roads Upgrades
Applications for the community road upgrades program are for community road improvements that support the rehabilitation of community road infrastructure, within community boundaries, including improvements to community drainage systems and road stabilization (ie. Chip seal, asphalt).

Town of Hay River Identified Projects

The following list of projects have been identified through planning documents as a need for the Town of Hay River and a good fit for the ICIP criteria established. Projects are identified in order of deemed prioritization for each funding stream. The total cost of the proposed capital projects is \$16.7M. The dollar amount associated with the ICIP application would be \$15.2M (\$11.4M ICIP; \$3.8M THR)



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Green Infrastructure - Community Solid Waste Sites

1. New Landfill Design and Construct

- Project Start: 2023
- Project Completion: 2024
- Description: The current Town of Hay River landfill site has under 10% life expectancy remaining and is presenting considerable operational, environmental and subsequent financial risks to the Town. A fire at the landfill in 2019 cost the Town of Hay River \$1M in firefighting and environmental monitoring expenses. Increased regulatory concerns surrounding the landfill site will equate to increases in managing waste and completing environmental testing.
- Scope: The project would include final design and construction of a new landfill and the closure activities for the current site.

2. Water Treatment Plant Feasibility and Preliminary Design

- Project Start: 2021
- Project Completion: 2022
- Description: MACA has recommended a full \$15M+ replacement of the current WTP facility given concerns of recent lake high turbidity on water quality, and aging equipment and structures in the 40 year old plant. In 2020, boil water advisories were in effect for over 80 days. Five boil water advisories have been raised since 2011 (3 in 2020). An inspection of the water intake line is pending to determine the performance of the line and if it is having an impact on water quality. Other suggestions contained within the MACA study have not been fully explored to determine potential benefit to water quality.
- Scope: The project would produce a feasibility study to further develop options available for rectifying issues of water treatment. A preliminary design would be completed in accordance with the feasibility study's recommendation. The design would be used to support potential applications for major infrastructure funding for a detailed design and construction.

Rural and Northern Communities Infrastructure: Community Roads Upgrades

3. Capital Drive Road Upgrades and Watermain Replacement

- Project Start: 2021
- Project Completion: 2023
- Description: This project is to replace 400m of water main as well as all sidewalks on both sides of the street and replace asphalt. This portion of Capital Drive is the only section in the downtown core that has ductile iron water main near end of life, the sewer lines were re lined in 2017 and do not require replacement. The project would start at Gagnier Road and wrap around to Woodland Dr.



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4. Industrial Drive Paving
 - Project Start: 2021
 - Project Completion: 2023
 - Description: Industrial Drive was previously chip sealed. The chip seal has significantly degraded in most areas of the road due to traffic type, construction and maintenance limitations. A more suitable surface for the road type is asphalt which will reduce maintenance requirements for 20 years. Industrial drive has significant established retail and commercial businesses that would benefit from dust reduction and improved road quality.

5. Woodland Drive Road Upgrades (to McBryan Drive)
 - Project Start: 2021
 - Project Completion: 2023
 - Description: Current asphalt has multiple patches and severe road width cracking. The new road would have a 11m width with concrete curb and gutter as well as sidewalks on 1 side of the street (west side). Sidewalks would allow a safe travel area for pedestrians from the downtown core to residential areas south. 26 properties would be affected.

6. Beach Road Paving (to near Cranberry Crescent lift station)
 - Project Start: 2021
 - Project Completion: 2023
 - Description: This area was previously chip sealed. The chip seal was degrading in recent years and eventually removed. Traffic on this section of the road has increased significantly with the opening of multiple tourism and accommodation facilities. Increased traffic and the removal of chip seal has equated to high dust levels for residents and reduced access quality for residents within the adjacent Cranberry housing area. The Town's standard within New Town is to have asphalt roads accessing housing areas.

Community, Culture and Recreation Infrastructure

7. Porritt Landing Marina Enhancements
 - Project Start: 2021
 - Project Completion: 2023
 - Description: Support the development of the marina as a community gathering and recreation area that celebrates the town's rich fishing, transportation and waterway history. Add historical building / facility that would be used for seasonal operations as rental concession, and local musicians / artisans.

8. Bob Mcmeekin Park Development:
 - Project Start: 2021
 - Project Completion: 2023



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- Description: This greenspace will be an attraction that celebrates the local heritage (old highway and beginnings of Hay River) and be attractive for community gatherings and special events (ie. Live music, cultural presentations, Canada Day, National Indigenous Peoples Day, etc.). As the entrance to the community, the facility will welcome visitors through a new “Welcome” sign and cultural monuments. Capital work would include the addition of an open air shelter and small outdoor amphitheater using natural slope of the riverbank to seat spectators.

9. Old Town Playground Facility

- Project Start: 2021
- Project Completion: 2023
- Description: Revitalization of Old Town park facility. Improve playground, new skating rink and multisport surface. Indoor / outdoor venue for small gatherings. Emphasis on heritage via celebration of fishing and transportation native to the history of the Old Town.

ALTERNATIVES TO RECOMMENDATIONS:

- Remove projects from the proposed ICIP application
- Change prioritization of projects within the proposed ICIP application

ATTACHMENTS:

Prepared by:

Glenn Smith
SAO
November 12, 2020

- e. Development Permit Application D20-036

RECOMMENDATION:

#20-275

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR CHAMBERS**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approve an amendment to Development Permit D20-036 to allow for a temporary homeless shelter at the proposed location.

DEFERRED

BACKGROUND:

On June 24, 2020 the Town of Hay River approved Development Permit D20-036 requesting to turn an existing highway service commercial retail/warehouse building into a hotel/motel at #66 Industrial Drive (Lots 1446 & 1447, Plan 1466). Approval was given as per the requirements detailed in the attached letter. At that time, notice of the decision was posted and no appeals were made during the 14-day appeal period.



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Since the time of the approval, work has proceeded at the property and the applicant has indicated that they have received approval from the Fire Marshal, Health and Social Services, and the Electrical Inspector. However, it has been determined that the current use of the building as a temporary shelter differs from the approved use in the application as a hotel/motel. The building is in the C2 Highway/Service Commercial zone and while this zone does not specifically include shelters as a usage, it does have a provision in the discretionary uses for uses which “are similar to the permitted or discretionary uses”. A shelter would be considered a similar use to a hotel/motel and therefore would be appropriate under this usage.

As this service is a vital service for the vulnerable citizens of Hay River, administration is working with the applicant to ensure that the shelter can move forward while also staying in compliance with Town regulations.

Administration is looking for Council approval to amend the approved Development Permit D20-036 to allow the usage of this building as a temporary homeless shelter which would allow administration to proceed with approving occupancy for the building. This approval would be for the purpose of a temporary shelter only and would not allow for other similar uses of the building if the shelter were to close.

All requirements of the Zoning and Building Bylaw 1812 must be met as well as all relevant Municipal, Territorial, and Federal policies and regulations.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Planning Act R.S.N.W.T. 1988, c.P-7
Zoning & Building Bylaw No. 1812.
Current Electrical and Gas Codes.

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

1. Council approve the recommendation but add additional conditions to the amended approval for the permit.
2. Council deny the amendment and direct administration to proceed with the application as originally submitted or have the applicant submit a new application.

ATTACHMENTS:

June 24th, 2020 approval letter to Jane Groenewegen for D20-036



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Prepared by:
Mike Auge
Director, Public Works
November 13th, 2020

Reviewed by:
Glenn Smith
SAO
November 13th, 2020

f. Q3 O&M Financial Statements

RECOMMENDATION:

#20-276 **MOVED BY: CLLR WILLOWS**
 SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the September (Q3) Consolidated Financial Statement Review and Forecast Update as recommended by the Finance Committee.

CARRIED

BACKGROUND:

At a meeting of the Finance Committee on November 12, 2020 the attached report was recommended for Council approval.

COUNCIL POLICY / STRATEGY OR GOAL:

To make informed decisions.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

C.T.V.A., S.N.W.T. 2003, c.22

FINANCIAL IMPLICATIONS:

N/A.

ALTERNATIVES TO RECOMMENDATIONS:

Council may choose to not approve.

ATTACHMENTS:

Q3 Consolidated Financial Statements.

Prepared by:
Sam Mugford, CPA, CA
Director of Finance & Administration

Reviewed by:
Glenn Smith
Senior Administrative Officer



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g. Q3 Capital Statements

RECOMMENDATION:

#20-277 **MOVED BY: CLLR WILLOWS**
 SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the September (Q3) 2020 Financial Results with Forecast revisions as recommended by the Finance Committee.
CARRIED

BACKGROUND:

At a meeting of the Finance Committee on November 12, 2020 the attached report was recommended for Council approval.

COUNCIL POLICY / STRATEGY OR GOAL:

To make informed decisions, Council has requested an Quarterly update on the status of the Capital Program.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Financial Administration By-Law No. 2252/FIN/11Report

FINANCIAL IMPLICATIONS:

Forecast revisions to projected capital expenditures for 2020.

ALTERNATIVES TO RECOMMENDATIONS:

The Capital Plan may be revised as directed by Council.

ATTACHMENTS:

Report to Finance Committee- 2020 Q3 Capital Report

Prepared by:
Sam Mugford, CPA, CA
Director of Finance & Administration

Reviewed by:
Glenn Smith
Senior Administrative Officer



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10. BYLAWS

a) Bylaw 2410 – Recreation Rates – First Reading

#20-278

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR CHAMBERS**

CARRIED

Bylaw 2410 – Recreation Rates – Second Reading

#20-279

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR GROENEWEGEN**

CARRIED

Bylaw 2410 – Recreation Rates – Consent Reading

#20-280

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR GROENEWEGEN**

CARRIED

Bylaw 2410 – Recreation Rates – Third and Final Reading

#20-281

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR CHAMBERS**

CARRIED

11. NOTICE OF MOTIONS

There were no notice of motions for the Regular Meeting of Council, Monday, November 16th, 2020.

12. IN CAMERA

“Do you solemnly swear and sincerely affirm that you are alone and cannot be overheard while in camera?” Yes by all of Council

#20-282

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

That the Council of the Town of Hay River move to In Camera at 7:47pm.

CARRIED

#20-283

**MOVED BY: CLLR DUFORD
SECONDED BY: CLLR ANDERSON**

That the Council of the Town of Hay River move out of In Camera At 9:01PM.

CARRIED



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13. ADJOURNMENT

#20-284

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 9:02pm.

CARRIED

Certified Correct as Recorded on the 16th Day of November 2020

These minutes were accepted by motion #20-314.

Mayor

Senior Administrative Officer