



## REGULAR MEETING MINUTES January 11<sup>th</sup>, 2021

The Regular Meeting of Council was held on Monday, January 11<sup>th</sup>, 2021 at 6:30pm By Video Conference Call

Present: Mayor Kandis Jameson, Deputy Mayor Bouchard, Councilors Anderson, 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

#21-001

**MOVED BY CLLR GROENEWEGEN**

**SECONDED BY: CLLR DUFORD**

Add 7j) Changes to the Interpretation Act, k) NWTAC Proposed Resolution, l) Excused Absence for Cllr Chambers

### 3. DECLARATION OF INTEREST

There were no declarations of interest for the Regular Meeting of Council, Monday, January 11<sup>th</sup>, 2021

### 4. ANNOUNCEMENTS, AWARDS & PRESENTATIONS

Cllr Dohey – Condolences to the Delorey Family with the recent passing of Paul

### 5. DELEGATION

Cryopeak LNG Solutions Presentation by Sasa Cook

### 6. ADMINISTRATIVE ENQUIRIES

SAO Smith – Director of Protective Services has announced his retirement coming up on June 1<sup>st</sup>, 2021

Director of Finance – Sam Mugford

- Working on year end audit that will start in mid to late November
- Office hours are now changed to 10am -3pm and masks are required
- End of February there should be a package coming out regarding Fraser Place with pricing and a financial model

DM Bouchard – when are the property tax assessments due for the last day of appeal?

SAO Smith – 45 days from mail out day (January 25, 2021)

Director of Protective Services – Ross Potter

- Started with 17 calls within the first 2 days of January, now up to 32 medical calls and 2 false alarms to date
- Working through updating the 2021-2022 Safety Manual



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- GNWT Water Resources will help install flood equipment in March
- Still waiting on pricing for the replacement tower
- PSS has been busy watching school zones, speeding and people on cell phones

Cllr Willows – Huge increase in medical emergencies in December 2019 to 2020? And Thank you for your time given to the Town.

Potter – A lot of those call to do with homelessness people

Cllr Willows – Do we track those calls to the individual?

Mayor – This will need to be brought up in a GNWT/Ministers meeting

Cllr Duford – Thank you to PSS for all your hard work this week

SAO Smith = Thank you to the Fire Dept for the fantastic firework show

Director of Recreation – Stephane Millette

- Operational updates are in your package
- Back to regular hours at the centre
- There were special activities throughout the holiday season
- Thank you to all the sponsors for hockey, shinny, public skating, and swim times throughout the holidays
- Thank you to the Fire Dept for the fire works
- January 4<sup>th</sup> we went back to regular programming including the aquatic centre
- Some issues with the ice plant and Zamboni this week
- Outdoor rinks are in great condition
- Recreation Committee tomorrow
- Placed a few RFP's out

Cllr Duford– A resident asked to send thanks for the outdoors rinks

Director of Public Works – Mike Auge

- Dealing with zoning and rezoning issues
- 2021 capital project work including RFP's and designs
- There is snow in the forecast so street cleaning next week
- Water Treatment Plant- making good progress on issues from MACA and WSCC
- Water Intake Inspection to happen in early February
- Fraser Place moving forward with consultation
- Solid Waste Facility Tires – waiting for more information from MACA

SAO – Glenn Smith

- Bylaw and Policy Committee work ongoing
- Working with the Director of Public Works on Rezoning and Development
- Members of the Development Appeal Board meeting this week
- Cloud migration happened over Christmas and to finish in the coming weeks
- Working through Clark Builders settlement
- Land Transfer Agreement with GNWT for fish plant is completed
- Plan to bring Land Development Plan to Council end of the month
- Climate Change Funding was approved, now working on a plan
- Meet with Directors regarding cost-of-service model for utilities
- CanNor is having another call for Expression of Interest



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### 7. NEW BUSINESS

#### a. Tourism and Economic Development Report for October

#### RECOMMENDATION:

#021-002

MOVED BY: CLLR DUFORD  
SECONDED BY: CLLR ANDERSON

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

CARRIED

#### BACKGROUND:

##### Tourism Activity:

- Hay-Cation marketing continued to the surrounding communities. With COVID concerns and few events happening in town, numbers of visitors have been down.
- THR T&ED Coordinator attended online workshops from Tourism Industry Association of Canada (TIAC) and Spectacular NWT. This edition of the online workshops, titled *Elevating Canadian Experiences*, was focused on culinary tourism and winter & shoulder season tourism.
- THR T&ED Coordinator attended online LGTBQ Tourism workshop
- Two weeks of free Staycation radio ads are booked for 2021 on Yellowknife's CJCD FM.
- Contributed to a Places to Stay flat sheet creation to promote accommodations available in the NWT (Yellowknife, Hay River, Fort Smith, Inuvik & Fort Simpson). This flat sheet will have the ability to break out the Hay River/Fort Smith section as a handout to South Slave tourists.
- November breakdown of visitor origin YK 7, Ft. Providence 3, Fort Simpson 1, ON 3, NB 1 (all out of NWT visitors confirmed that they had self-isolated for 14 days before entering the community).

##### Economic Development Activity:

- THR received approval of its *Expanding Community Tourism Platform* CanNor funding application just before Christmas. This much needed funding will allow implementation of strategies in THR's Tourism Marketing Plan over the next three years.
- Tree Canada *Treemendous Communities* funding application was submitted for beautifying Capital Dr. and the front of the Community Centre.
- *Tourism Product Diversification and Marketing Program* expression of interest was submitted to ITI for the development of a wayfinding plan.
- Community Tourism Infrastructure Contribution Program expression of interest was submitted to support upgrades and repairs to the Hay River Golf Course clubhouse.
- Waste Reduction and Recycling Initiative Funding application was submitted to GNWT Department of ENR to help reduce the cost per unit for the FoodCycler pilot project partnership initiated by the Hay River Seniors Society.



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## Other Activity:

- Information was submitted to Up Here Magazine for the creation of a South Slave advertorial promoting Hay River and Fort Smith.
- Ongoing cooperation with Hay River Seniors Society, ENR, THR Public Works and other partners to launch FoodCycler pilot program.
- T&ED Coordinator met with the Canadian Executive Service Association mentor - a work plan will be created for the months ahead.

## Key Performance Indicators:

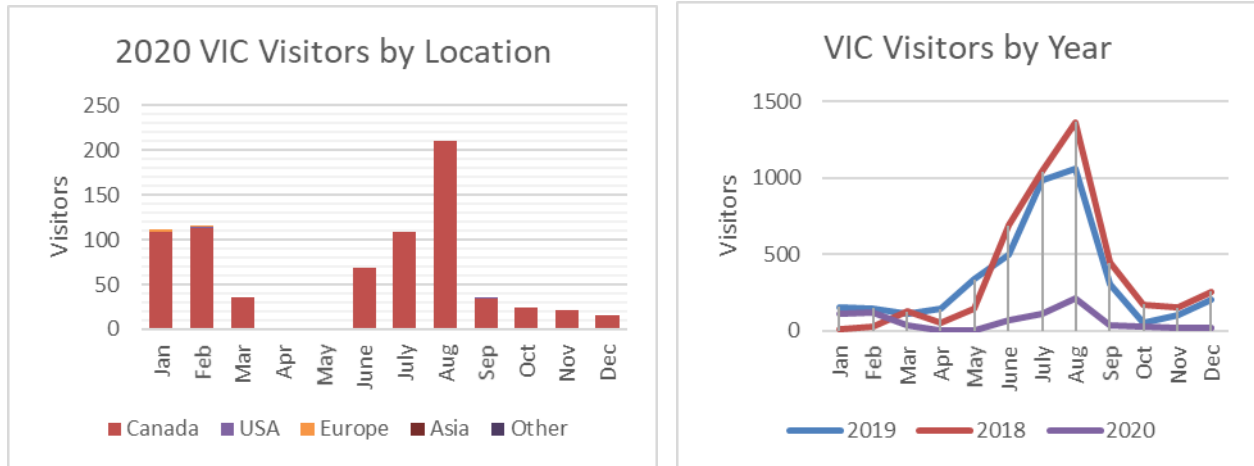
### *External Funding Success*





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## Visitor Information Centre Visitation



## Gift Shop Sales

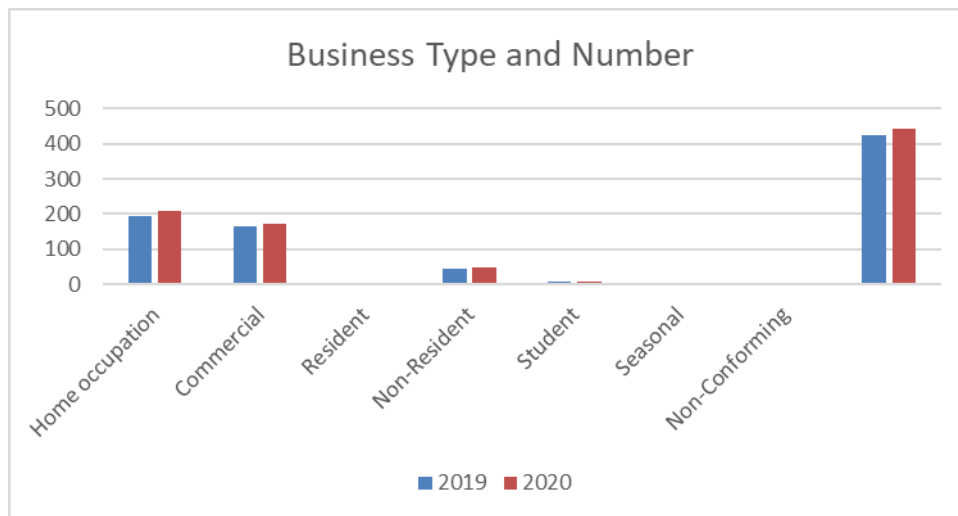
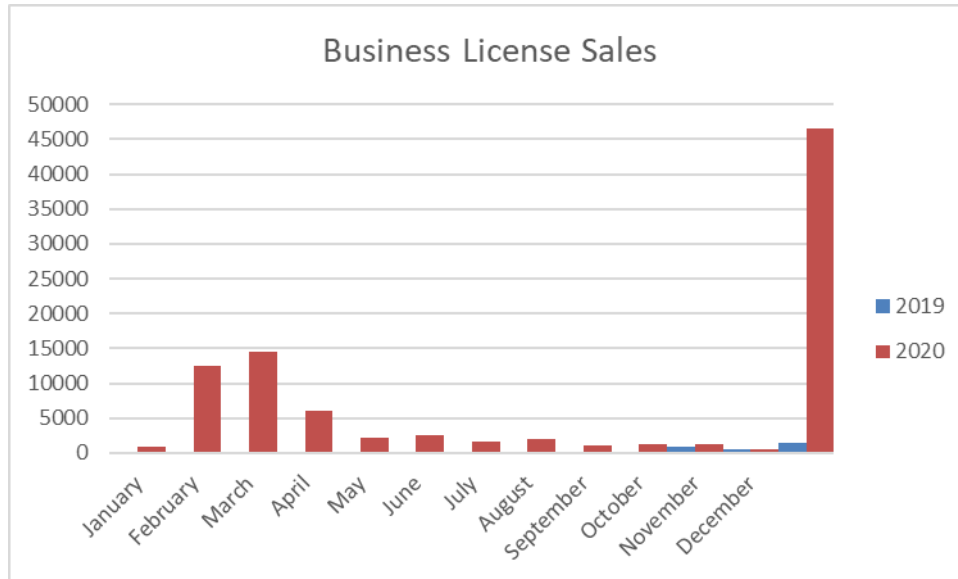




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## Business License Sales, Type and Number

- Business licenses run from March 31 to April 1. This overview is from January to December 2020
- This graph shows when business licenses are paid and not the number of new businesses



### Inbound Marketing

- Promotion through social media remains the focus for marketing. Hay-Cation campaign continues promotion of Hay River and South Slave communities into the winter season. Hay-Cation advertisements have been continued in the upcoming issue of Up Here Magazine.
- Sourcing advertising and marketing pricing and opportunities to promote Hay River to other regions during the pandemic and beyond, once travel restrictions have been lifted.
- See above for flat sheet and advertorial promotional material creation.



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### **Visitor Satisfaction Rating**

- Met with the working group on creating structured visitor information data questionnaires with a number of stakeholders in the NWT tourism industry. Subsequent meetings are planned into the new year.
- 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: January 6, 2021

**Reviewed by:**

Stephane Millette

Director of Recreation

Date: January 6, 2021

b. Emergency Services Monthly Report for December

### **RECOMMENDATION:**

#021-003

**MOVED BY: DEPUTY MAYOR BOUCHARD**

**SECONDED BY: CLLR DOHEY**

**That the Council of the Town of Hay River accepts the Emergency Services Activity Report for December 2020 as presented.**

**CARRIED**

### **BACKGROUND:**

#### **Summary:**

The Protective Services group had another busy month with a total of 55 emergency responses that were either medical or fire related. Calls were up from 45 from last month.



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This month, training included a demonstration by the RCMP K9 Division, which instructed us how to act if we ever ended up working side-by-side with them during an event. This is excellent information to have to ensure our members' safety during a takedown, search, and rescue or anything else that may come up where the K9's will be involved. The balance of the training this month was focused on our equipment and tools on board.

The department's recruitment and retention strategies seem to be on track as we now have 35 first responders on staff. We have a few members on leave of absence, but this has not been an issue with the heightened number of members.

The department held a small COVID-friendly event (Mini Ball) to recognize our members for their past year's achievements. This year we celebrated 70 years of service to the Town of Hay River, and we are incredibly proud of our members' commitment both past and present. During the event, we handed out awards for the following:

**2 Years of Service**

Desmond Courtoreille  
Omar Hajam  
Julia Janicki  
Daniel Slade  
Jayden Smith

**5 Years of Service**

Ian Thiesson

**10 Years of Service**

Darryl Buhler

**15 Years of Service**

Captain Terence Fischer

**Fire Fighter of the Year**

Crystal Potter

**The top 5 responders this year were as follows:**

- 1 Crystal Potter 325 functions with 420.5 hours
- 2 Trina Swan 218 functions with 347 hours
- 3 Captain Ralph Sanguet 183 functions with 218 hours
- 4 Captain Kirsten Fischer 137 functions with 195 hours
- 5 Stacey Barnes 134 functions with 197.5 hours

During December, 385 paid-on-call hours were served by the Fire Department members for a year to date, a total of 4,030 hours.

**STATISTICS**

FUNCTION	DECEMBER 2018	DECEMBER 2019	DECEMBER 2020	DECEMBER 2018 YTD	DECEMBER 2019 YTD	DECEMBER 2020 YTD
Patient Transfers	13	14	4	145	162	199





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Medical Emergency Local	13	26	38	166	187	258
Medical Emergency Reserve	4	7	2	25	33	34
Medical Emergency Highway	0	0	1	7	1	8
Medical Emergency Out of Town Patients	0	3	3	13	16	42
Body Transfer	0	0	1	9	7	11
Fires & Rescues	2	5	2	23	21	12
False Alarms	1	5	3	32	29	45
Training	2	1	3	45	47	37
Special Training	0	0	0	23	40	14
Maintenance	3	3	3	46	42	31
Fire Permits	0	2	0	20	13	16
Fireworks Permits	8	6	9	16	7	25
Public Safety	2	3	3	27	23	15
Inspections	17	9	4	95	125	59

### 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





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OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	WARNINGS (VERBAL, LETTER OR VISUAL)	SHELTER	FINES	TOWED	RETURNED TO OWNER	OTHER ACTION
<b>Animal Control Bylaw</b>								
Animal Abuse	1	1						
Barking Dogs								
Dog Attack								
Dog Bites	1		1					
Loose Cat								
Loose Dogs	7	3	3				1	
Sled Dog Complaints								
<b>Business License</b>								
No Business License	1	1						
Operating business not as permitted								
<b>Traffic Bylaw</b>								
Vehicle Parking	1		1					
Trailer Parking								
ATV								
Fail to Stop (Sign or Light)	9		6		3			
Distracted Driving	3		1		2			
No Seat Belt	2		2					
Fail to carry driver's licence	5		2		3			
Suspended Driver's License	2				1			1
Vehicle Unfit for Road								
Fail to carry Insurance	11	1	4		6			
Fail to carry registration	9	1	4		3			1
Vehicle not registered	6	2	2		1			1
Unsecure Load								
Obstructed Windshield/Windows	8		7					1
Fail to drive to road conditions								
Improper use of plate								
Drive w/o lights during low visibility	8		8					
No license plate								
Speeding	25	2	13		10			
Driving w/o valid driver's license								
Suspected Impaired Driver	1							1



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Unsanitary Bylaw								
Overgrown Trees								
Long Grass & Weeds								
Miscellaneous								
Garbage	2		2					
Taxi Bylaw								
Taxi Not Available	3	3						
Smoking in Taxi								
Taxi Permit not visible								
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	1		1					
ATV's on railroad tracks	2		2					
Intoxicated- Unable to care for self	12	1						11
Fighting in Public	2		2					
Public Urination	3	1	2					
Public Defecation								
Loitering	3		3					
Operate off-road vehicle w/o helmets	2		2					
Drinking in public	9		2					7
Vehicle blocking roadway	3		1		2			
Snow Removal Bylaw								
Sidewalks not cleared	5		5					
Snowbanks causing hazard	3		3					
Snow being put on private property								
<b>TOTAL</b>	<b>150</b>	<b>16</b>	<b>79</b>	<b>0</b>	<b>29</b>	<b>2</b>	<b>1</b>	<b>23</b>

The Protective Services Specialist has been actively involved in the community volunteering with Diamond Jenness Secondary School by being involved in after school activities and other events. Improvements in people abiding by the Traffic Bylaw, Animal Bylaw, Unsanitary Bylaw, and Snow Removal Bylaw are still gradual. There is always work to address concerns that citizens have been bringing forward and dealing with these issues and providing potential solutions as quickly as reasonably possible to get results.

The Protective Services Specialist continues to actively work with the homeless peoples throughout the town and ensuring they have somewhere safe to go during the colder days and are equipped for the weather. Drinking in public has been a common concern for many businesses and residents. It creates litter of empty alcohol bottles and has persons intoxicated at risk for harm to themselves by falling asleep in the roadway or snowbanks, especially while alone. Education and regular conversations with homeless persons have been an ongoing task to ensure they are aware of the dangers of drinking alone and drinking to where they can't take care of themselves during cold months. The Protective Services Specialist has been working with the Hay River Health Centre, RCMP, and the Shelter to ensure that people have a safe place to go based on their level of intoxication, resources available, and assistance with making those transport arrangements to get them somewhere safe.



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Distracted driving continues to be a significant issue in Hay River. It has been reported repeatedly and observed with people distracted on their phones, animals, or other technology in the vehicle. Enforcement will continue with a zero-tolerance approach to distracted driving. Most of those caught using restricted electronic devices are not youth or young adults but have been people in their mid-40's to mid-'60s. It is to be noted that the same individual has now been caught on a cell phone three (3) times while driving by the Protective Services Specialist.

There are still continuous reports of vehicles speeding along MacKenzie Highway as they enter the 40km/h zone just South of Porritt Landing to 104<sup>th</sup> Street. Signs have been posted by the companies working in that area to notify drivers that workers are present and to slow down. Residents in 104<sup>th</sup> Street have also made complaints of speeding in the residential zone where kids are at play.

Multiple reports have come in of people failing to stop for school buses with their red lights flashing, and a few traffic stops have occurred where people have disobeyed the red lights on the school buses. Education continues to remind drivers about safety around school buses and school zones.

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

- Porritt Landing 40km/h Zone- 79km/h**
- MacKenzie Highway near Hospital- 60km/h Zone- 93km/h**
- Woodland Drive in front of PA School during School Time 30km/h Zone- 48km/h**
- MacKenzie Highway/104<sup>th</sup> Street residential area 40km/h- 73km/h**

Operation Gingerbread kicked off December 1<sup>st</sup> and proceeded all month long, yielding great results. The first traffic stop during Operation Gingerbread conducted by the Protective Services Specialist resulted in one (1) driver being charged under the Criminal Code for Driving While Prohibited. The driver was banned from driving as per court order for five years and was operating on town streets in a not registered or insured vehicle. A total of three (3) joint check stops were conducted with the RCMP during December.

There are still many people operating vehicles without valid driver's licenses, including suspended drivers (Motor Vehicles Act) and prohibited drivers (Criminal Code) and without insurance and registration. The goal is notifying and educating drivers where appropriate to allow them to fix those issues to keep themselves and others protected from potential liability. Some people have been much less receptive regardless of how positive and respectful the approach has been and have suggested by their actions and choices of words that they would rather receive fines with demerit points instead of the polite education with none of the above.

Fentanyl is being reported in other communities in the NWT and is suspected to already be in Hay River. The Protective Services Specialist is equipped with Naloxone (also known by the brand name Narcan) and will be looking to provide education to the community in the New Year regarding drugs, both illicit and prescription, and how to obtain a Naloxone kit free of charge.

<b>COUNCIL POLICY / STRATEGY OR GOAL:</b>	
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*Strategy:* Ongoing enforcement through education where applicable  
*Goal:* To provide better education on the role and authority of a Protective Services Specialist

<b>APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:</b>
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All applicable Bylaws and Territorial Legislation

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





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	Put up Christmas decorations
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**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.

**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 16<sup>th</sup>, 2019. The renewal process has proceeded through all phases and is now in the final stages. A new water licence is expected to be approved and issued in early 2021.

**Other Activities:**

Budgeting work for 2021 and future was undertaken throughout the month. Along with this, applications for ICIP funding for a number of projects were submitted.

**Capital Projects 2020:**

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

<b>2020 Capital Projects</b>	
<b>Project</b>	<b>Update</b>
Lift Station System Upgrade	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	Geotechnical work has been completed and preliminary design work for the crescent has begun. Further design work, rezoning work, and public consultation is 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.



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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 work has been completed, design work is ongoing, with tenders expected to go out in Q1 2021.
Riverview Drive Upgrade	Surveying work has been completed, design work is ongoing, with tenders expected to go out in Q1 2021.
Capital Drive Watermain	Surveying work completed in 2020, design expected to be done in 2021 with construction beginning in 2022.
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 in early 2021.
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:**

2 Development Permits and 0 Building Permits have been approved for December 2020. In the month of December 2019, there were 4 Development Permits and 0 Building Permits signed out.

In addition to Development and Building Permits, applications were completed for the rezoning of lots on Vale Island and Mile 5. The public hearings for these rezoning applications will take place in January 2021.

The monthly Development and Building report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Dec 3/20	DH20-083	10 McBryan Drive	Health Wellness Safety and Fitness, Consulting
Dec 15/20	D20-085	13 Caribou Crescent	Single Family Residence

### **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





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## ALTERNATIVES TO RECOMMENDATIONS:

N/A

## ATTACHMENTS:

N/A

**Prepared by:** Mike Auge  
Director of Public Works  
January 6, 2021

**Reviewed by:** Glenn Smith  
SAO  
January 7, 2021

e. Recreation Monthly Report for December

## RECOMMENDATION:

#021-006

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for December 2020 as presented.**

**CARRIED**

## BACKGROUND:

### Recreational Programming

#### Operational Updates

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

Operational hours and programming were modified during the holiday season. Community Centre hours were reduced from December 24<sup>th</sup> to January 4<sup>th</sup> with full closures on Christmas Day and New Year's Day.

Regular programming schedules were also modified during the holiday season, given that regular user groups such as the Hay River Figure Skating Club, Hay River Speed Skating Club, Hay River Curling Club and adult hockey groups were on hiatus. Open ice and swim times allowed for numerous corporate and THR sponsored skate and swim times. Sponsored skate and swim times are free to the public and are generally very well attended.

#### Special Events and Programming

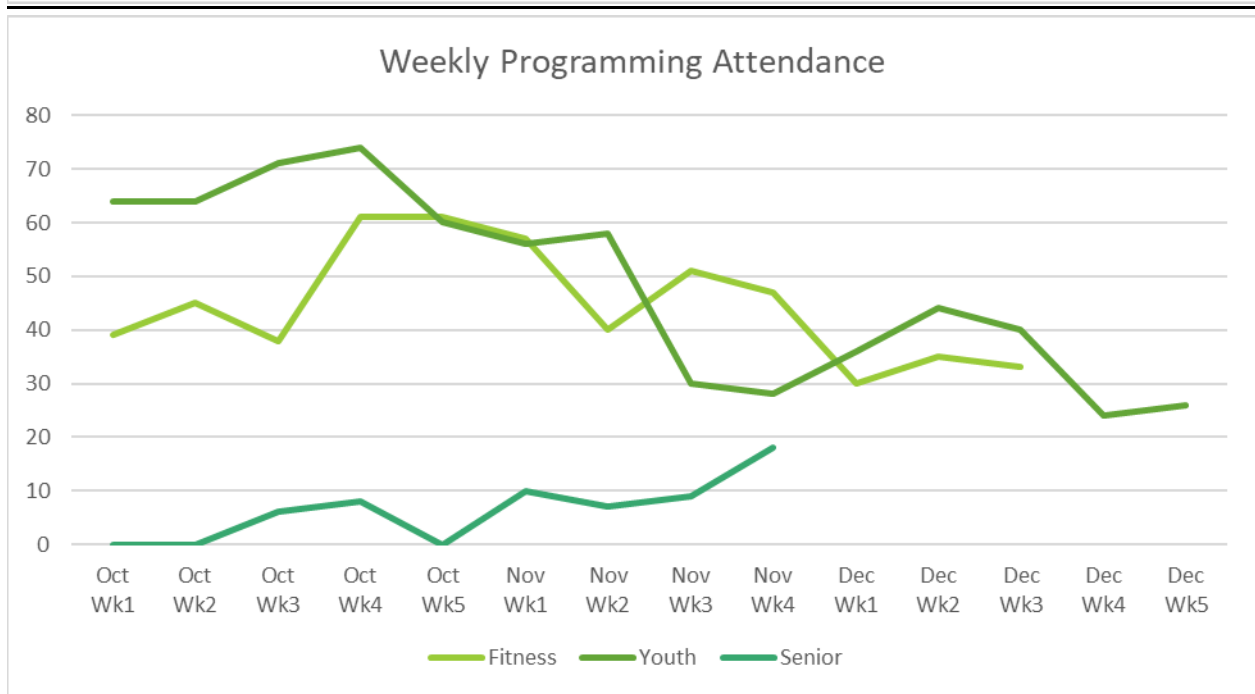
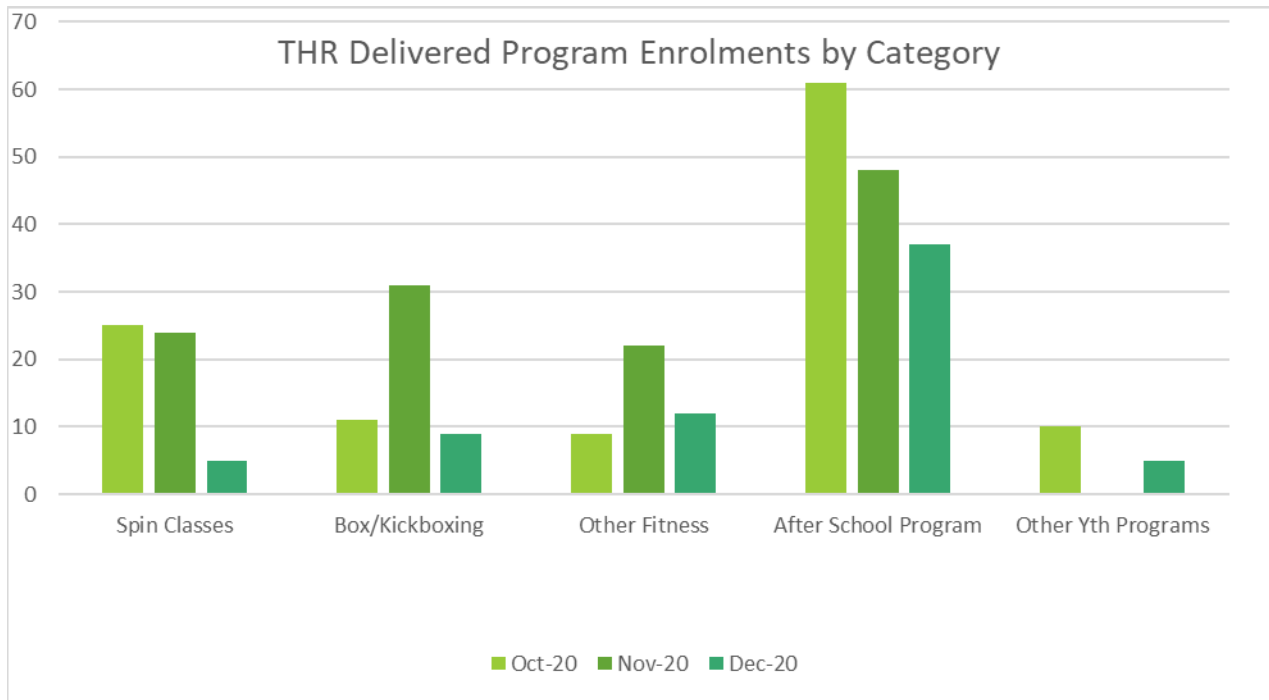
Some THR holiday traditions such *Skate with Santa* and *Breakfast with Santa* were cancelled to better align with Covid-19 guidelines and best practices. Other outdoor activities such as the annual Santa Claus parade and New Year's Eve fireworks occurred with some modifications.



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THR's Recreation Programmer also offered festive special event activities for small groups Hay River youth, always in compliance with Covid-19 guidelines and best practices. These activities are always very successful, much like the daily after-school youth program which wrapped up on December 18<sup>th</sup>. Department of Recreation staff are discussing ways of bringing back the after-school program with available staff and resources – small changes will be required.

## Recreation Programming Statistics





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<b>Rental hall usage:</b>	<b>CHall</b>	<b>MP Room</b>	<b>DWHall</b>
<i>TOHR special events</i>	n/a	Fit/Yth programs: 60hrs	After school and elder programs: 25hrs
<i>TOHR meetings</i>	n/a	2hrs	4hrs
<i>Corporate/private rentals</i>	n/a	8.5hrs	13.5hrs
<i>Non-profit organization</i>	n/a	4hrs	1hr
<i>Birthday celebrations</i>	n/a	2hrs	-
<b>Public Programming</b>	<b>Walk Track</b>	<b>Public Skate</b>	<b>Hockey</b>
<i>Total number of participants Nov 1<sup>st</sup>-30<sup>th</sup></i>	497	129	72

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### Aquatics

#### Attendance

Swimmer statistics remained consistent and the total of 698 swimmers was higher than November. It should be noted however that December statistics include 2 more weeks than November, due in part to the Covid-19 closure.

Family swim times remain the most well attended swim blocks. Unfortunately, many other swim blocks frequently have minimal or no attendance. THR aquatic staff are preparing a pool use survey to better determine how to better serve the public and increase swimmer numbers.

#### Swimming Lessons

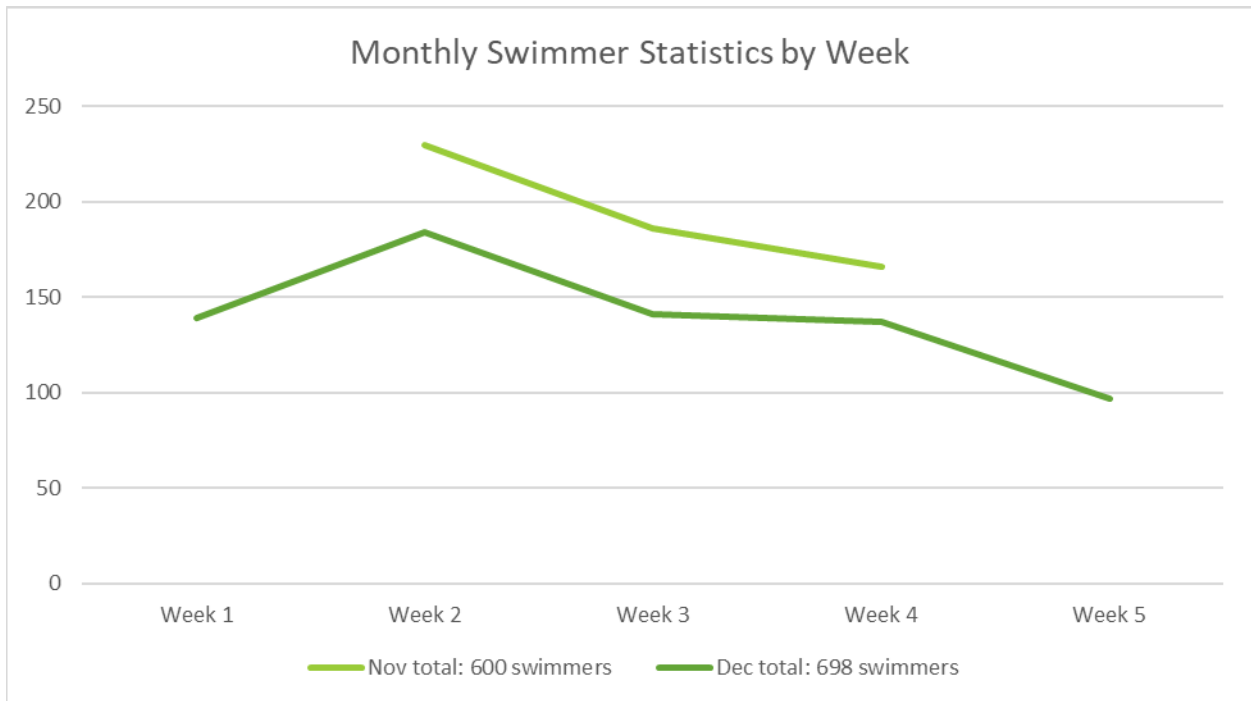
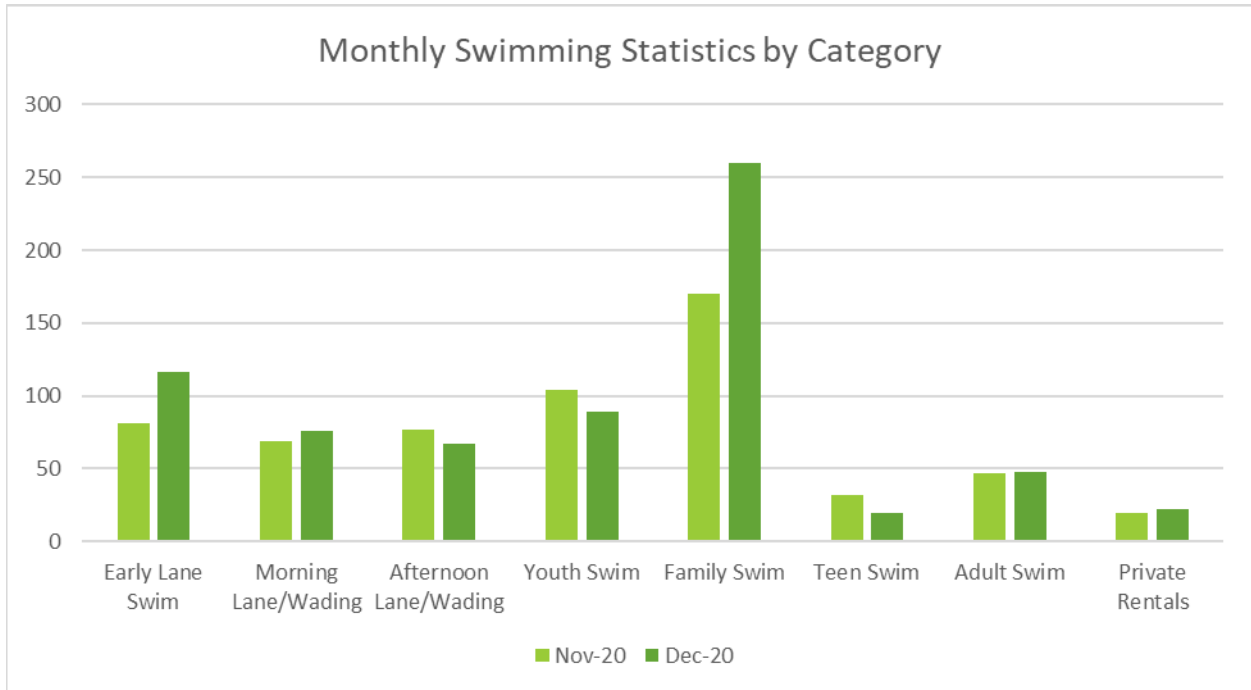
THR staff anticipates the return of swimming lessons in the new year. Unfortunately, the OCPHO has decided not to give any more exemptions to current operating guidelines. Staff will reach out to GNWT representatives in late January/early February to follow up.

Some aquatic staff have expressed interest in becoming swimming lesson instructors. THR's Aquatics Supervisor will determine how best to meet this need so that the aquatics team can be more flexible when offering lessons. There are currently only 3 staff members certified to teach swimming lessons.



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## Aquatics Programming Statistics





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### Facilities and Maintenance

#### Recreation and Aquatic Centre:

- Maintenance:
  - Janitorial contract ongoing with no concerns raised:
    - additional Covid-19 cleaning provided at curling facilities;
    - additional contractor fees at Hay River Curling Club's cost;
  - Snow and ice clearing at Community Centre and VIC parking lots and sidewalks;
  - Weekly ice taps and ice edging performed as part of weekly ice maintenance;
  - Ice plant seasonal maintenance performed by CIMCO Refrigeration;
    - Follow up repairs:
      - Local contractor replaced fuses in ice plant control panel;
      - CIMCO Refrigeration replaced low oil level sensor;
      - Glycol added to heat recovery system to increase efficiency;
  - Main ice resurfacer repaired by local mechanical shop;
  - Snow, cold weather and frost causing issues with air handlers – daily monitoring and maintenance required;
  - Local contractor inspected glycol leak in aquatic centre mechanical room
    - found leaky valve and ordered replacement;
- Improvements:
  - Installation of counter top and coffee serving station in Community Hall;
  - Christmas trees and lights maintained around the building in conjuncture with the festival trees and THR festive activities

#### Parks and Greenspaces:

- Garbage downtown emptied regularly – No other maintenance of greenspaces required in November;
- The Mayor's Christmas tree at Bob Mcmeekin park was set up for the holiday season;

#### Outdoor sport fields and assets:

- Maintenance: No maintenance required for sports fields in November.
- Outdoor rinks operational and maintained as per weather conditions – some support required from local contractors for Old Town rink;

#### Waterfront Facilities:

- Maintenance: No maintenance required in November







## REGULAR MEETING MINUTES January 11<sup>th</sup>, 2021

Most of the proposed changes to Bylaw 2252 are to streamline the reserves that the Town of Hay River has in place to plan for and fund its capital plan. Over time, other items were set up as reserves including Management Training. The Town's O&M and Capital budgeting process has improved significantly in the last few years and continues to improve which reduces the pressure to identify and fund these expenditures through a series of reserves.

Capital items that had individual reserves such as computer equipment, mobile equipment, etc., will all be planned for and funded through the various sources of funding that the Town currently accesses to fund those types of expenditures. The reserve for these capital expenditures will be the Municipal Infrastructure reserve.

The Utility Reserve remains unchanged.

The Recreation Infrastructure Reserve now includes Community Centre (Recreation Centre) replacement, expansion and upgrading

The Landfill Reserve will be changed to the Municipal Solid Waste Facility Reserve to reflect current naming convention (landfill is a component of MSWF).

The other recommended change is to adjust interest charges on overdue accounts from 1.25% per month to 1.8% per month. 1.8% is in alignment with other government agencies reviewed such as the City of Yellowknife.

One final note is that there are other Bylaws that reference reserves that will need to be amended if Council agrees to the recommendations from the Policy and Bylaw Committee contained in the attached Bylaw 2252.

### ALTERNATIVES TO RECOMMENDATIONS:

- NA

### ATTACHMENTS:

- Proposed ByLaw 2252 Financial Administration ByLaw

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**Prepared by:**  
Glenn Smith  
SAO  
January 1, 2021







## REGULAR MEETING MINUTES January 11<sup>th</sup>, 2021

### i. Management and Excluded Personnel Bylaw Report

#### RECOMMENDATION:

#21-010

**MOVED BY: CLLR DOHEY**

**SECONDED BY: CLLR ANDERSON**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Report to Council titled the Amendment to Bylaw No. 2240 – Management and Excluded Personnel Employment  
CARRIED**

#### BACKGROUND:

The Town of Hay River Policy and Bylaw Committee met on December 16, 2020 to discuss and recommend an amendment to Bylaw No.2240 – Management and Excluded Personnel Employment.

Bylaw No. 2240 defines compensation levels, benefits and various conditions of employment applicable to the Management and Excluded employee classes. These employee classes operate outside of the Collective Bargaining Agreement (CBA) that is applicable to unionized staff. However, most benefits and employment conditions in Bylaw No. 2240 are aligned with the CBA to demonstrate equity throughout the organization.

The last update to Bylaw No. 2240 was completed in 2017. Salary compensation tables defined in the 2017 update were for a three year period that concluded in 2019.

A new five year CBA agreement was negotiated between Management and the Union and ratified by Council in 2020. The agreement included economic increases to salaries equating to 7.5% over the 5 year period and some changes to benefits including those required through recent revisions to the NWT Employment Standards Act. The financial impact of this agreement was in accordance with a budget mandate set by the Council of Hay River.

Economic increases and benefits agreed to in the new CBA have been applied to the recommended amendment to Bylaw 2240. Through an update that included a legal review, a general cleanup and strengthening of terms within Bylaw 2240 has been completed. A summary of the changes suggested in the amendment to Bylaw 2240 are as follows:

1. Title Change: Management and Excluded Personnel Employment Bylaw.
2. Addition of a Purpose: This bylaw applies to all management and excluded employees of the Town except where the Town and an employee have a written agreement that certain provisions will not apply. In the case of any inconsistency between this bylaw any written agreement between the Town and an employee, the written agreement shall apply.
3. Inclusion of Manager, Human Resources position.
4. Lieu Time: Any lieu time balance remaining at the end of the fiscal year will be liquidated in cash and not carried over. Before, lieu time use to be transferred over to vacation and liquidated only after they had reached their vacation accrual max of one years' worth.
5. Termination: increased flexibility on termination allowances.



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6. Removal of Severance Pay to not conflict with Termination clause.
7. Personal Leave (align with CBA): ability to use personal leave for medical travel for employee and family member.
8. Maternity leave/Parental leave (align with CBA):
  - a. Standard Parental Leave – 37 consecutive weeks leave to be taken during the 52-week period immediately following the day the child is born or adoption of a child.
  - b. Extended Parental Leave – 63 consecutive weeks leave to be taken during the 78-week period immediately following the day the child is born or adoption of a child.
  - c. Employer top up 10 weeks to 80% of base wage.
9. Domestic Violence Leave (align with CBA): addition as per Employment Standard Act. However, the Town of Hay River is providing 5 paid leave days.
10. Northern Travel Allowance (align with CBA): This is strictly a tax benefit to the employee, and no additional burden to the company. No additional monies are being paid out to employees.
11. Inclusion of Cellular Telephone and Internet Allowance that is already existing in Management contracts.
12. Removing SAO from Appendix A and salary matrix. Compensation to be negotiated through employment contract.
13. Council Administrator moved from Group 6 to Group 5 of salary matrix, as per Korn Ferry evaluation.
14. Economic Increases (align with CBA):

January 1st, 2020	0.50%
January 1st, 2021	1.25%
January 1st, 2022	1.75%
January 1st, 2023	2.00%
January 1st, 2024	2.00%

### ALTERNATIVES TO RECOMMENDATIONS:

- N/A

### ATTACHMENTS:

- Proposed Bylaw 2240 Management and Excluded Personnel Employment Bylaw

**Prepared by:**  
Glenn Smith  
SAO  
January 6, 2021



## REGULAR MEETING MINUTES January 11<sup>th</sup>, 2021

j) Changes in the Interpretation Act

**RECOMMENDATION:**

#21-011

**MOVED BY: CLLR DOHEY**

**SECONDED BY: CLLR WILLOWS**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter of support for a proposed change to the Interpretation Act that will grant the GNWT the sole authority to replace the biannual time change known as Daylight Saving Time to one fixed time standard and to follow suit with Alberta.**

**CARRIED**

**BACKGROUND:**

Through the office of the Northwest Territories Legislative Assembly, the GNWT is facilitating comments from municipalities on a proposed change to the Interpretation Act that would allow the GNWT to replace the biannual time change known as Daylight Saving Time to one fixed time standard.

The request for comments is not an indication of Council's position on Daylight Saving Time but rather the authority to grant the GNWT sole discretion in making a determination.

**ALTERNATIVES TO RECOMMENDATIONS:**

- N/A

**ATTACHMENTS:**

- 2020-12-18 - Changes to the Interpretation Act

**Prepared by:**

Glenn Smith

SAO

January 11, 2021

- k) NWTAC Proposed Resolution Report

**RECOMMENDATION:**

#21-012

**MOVED BY: CLLR WILLOWS**

**SECONDED BY: CLLR DOHEY**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the attached proposed resolution as an amendment to the GNWT's Disaster Assistance Policy to be submitted to the NWT Association of Communities for consideration at their 2021 AGM.**

**CARRIED**

**BACKGROUND:**



## REGULAR MEETING MINUTES January 11<sup>th</sup>, 2021

Many issues confronting community governments require actions by levels of government other than the municipal level. Sometimes these issues are common to many municipalities. It is by way of resolutions that Municipal Members bring their concerns to the NWTAC for consideration at the Annual General Meeting. Resolutions endorsed by members of the NWTAC are an effective way to bring important issues to the attention of Territorial or Federal Governments or national agencies such as the Federation of Canadian Municipalities (FCM).

All resolutions endorsed at the Annual General Meeting and which require action from the Territorial or Federal Government shall be submitted to the appropriate minister, department or agency for response.

The deadline for submission of municipal resolutions for the NWTAC is January 22, 2021. The AGM is scheduled for the end of February.

The GNWT denied the Town of Hay River's application under their Disaster Assistance Policy for financial funding to support the cost of the Town's 2019 solid waste management facility ("Landfill") fire. Cited factors for denial included:

1. This was not a disaster as defined by the policy, specifically that there was no widespread damage that affected a significant number of people's properties;
2. The health, safety and welfare of residents were not at risk; and
3. The Town of Hay River's "All Risk Property" policy includes the extension of coverage for fire-fighting expenses up to a defined limit.

The Town incurred in excess of \$1M in firefighting and associated environmental monitoring / protection expenses to extinguish the fire and mitigate disaster during the declared state of emergency. Only \$100,000 of the firefighting costs were covered through the Town's insurance policy.

While the Town of Hay River and KFN are contesting the GNWT's ruling on the Town's application, the Town, through the proposed resolution to the NWTAC, is requesting explicit recognition of extraordinary, emergency firefighting and associated environmental protection related activities associated with a community solid waste management facility fire, as an applicable expense to be covered through the Disaster Assistance Policy. Other associated changes are also included

### ALTERNATIVES TO RECOMMENDATIONS:

- N/A

### ATTACHMENTS:

- NWTAC Proposed Resolution 2021 AGM – Changes to Disaster Assistance Policy

**Prepared by:**  
Glenn Smith  
SAO





## REGULAR MEETING MINUTES January 11<sup>th</sup>, 2021

### 8. BYLAWS

a) Bylaw 2240 – Management Bylaw – First Reading

**#21-014**                      **MOVED BY: CLLR DOHEY**  
**SECONDED BY: CLLR WILLOWS**

**CARRIED**

Bylaw 2240 – Management Bylaw – Second Reading

**#21-015**                      **MOVED BY: CLLR DOHEY**  
**SECONDED BY: CLLR WILLOWS**

**CARRIED**

b) Bylaw 2252 – Financial Administration Bylaw First Reading

**#21-016**                      **MOVED BY: DEPUTY MAYOR BOUCHARD**  
**SECONDED BY: CLLR WILLOWS**

**CARRIED**

Bylaw 2252 – Financial Administration Bylaw Second Reading

**#21-017**                      **MOVED BY: DEPUTY MAYOR BOUCHARD**  
**SECONDED BY: CLLR WILLOWS**

**CARRIED**

c) Bylaw 2422 – Snow Removal Bylaw First Reading

**#21-018**                      **MOVED BY: CLLR DOHEY**  
**SECONDED BY: CLLR GROENEWEGEN**

**CARRIED**

Bylaw 2422 – Snow Removal Bylaw Second Reading

**#21-019**                      **MOVED BY: CLLR DOHEY**  
**SECONDED BY: CLLR GROENEWEGEN**

**CARRIED**

### 9. 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

**#21-020**                      **MOVED BY: CLLR DUFORD**  
**SECONDED BY: CLLR GROENEWEGEN**

That the Council of the Town of Hay River move to In Camera at 7:38pm.

**CARRIED**



## REGULAR MEETING MINUTES January 11<sup>th</sup>, 2021

#21-021

MOVED BY: CLLR DUFORD  
SECONDED BY: CLLR ANDERSON

That the Council of the Town of Hay River move out of In Camera At 8:21PM.

CARRIED

### 10. ADJOURNMENT

#21-022


MOVED BY: CLLR WILLOWS

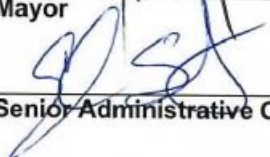
That the Regular Meeting of Council be adjourned at 8:22pm.

CARRIED

Certified Correct as Recorded on the 11<sup>th</sup> Day of January 2021

These minutes were accepted by motion #21-051.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Senior Administrative Officer