



AGENDA

PUBLIC INPUT

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. DECLARATION OF INTEREST

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

5. ADMINISTRATIVE ENQUIRIES

6. MINUTES

- a. Regular Meeting of Council – June 13th, 2023 – page 2-5

7. NEW BUSINESS

- a. Recreation Monthly Report for May – page 6-13
- b. Letter of Support - page 14
- c. Excused Absence – page 15

8. NOTICE OF MOTIONS

9. BYLAW

- a. Bylaw 2452 – Amendment Fees and Charges Bylaw – Third Reading – page 16-19

10. IN CAMERA

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

11. ADJOURNMENT



REGULAR MEETING MINUTES JUNE 13th, 2023

The Regular Meeting of Council was held on Tuesday, June 13th, 2023 at 6:30pm

Present: Mayor Jameson, Councillors Bouchard, Duford, Wall, Groenewegen (On phone)

Staff: SAO – Glenn Smith, ASAO – Patrick Bergen, , Stephane Millette – Director of Recreation, Abena Nyarko – Director of Finance & Council Administrator – Stacey Barnes, Director of Protective Services – Travis Wright

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#23-081

MOVED BY CLLR DUFORD

SECONDED BY: CLLR WALL

Add 8j) Excused Absence

3. DECLARATION OF INTEREST

Councillor Bouchard in item #8h) As his company may be involved with asset disposal.

4. ANNOUNCEMENTS, AWARDS & PRESENTATIONS

Councillor Duford – Congratulations to Cllr Chambers on the birth of her baby and thank you to the Recreation Dept for helping KFN to set up their school at the Community Centre

5. ADOPTION OF MINUTES

a. Regular Meeting of Council – May 25th, 2023

#23-082

MOVED BY: CLLR BOUCHARD

SECONDED BY: CLLR WALL

CARRIED

b. Regular Meeting of Council – May 30th, 2023

#23-083

MOVED BY: CLLR DUFORD

SECONDED BY: CLLR WALL

CARRIED

6. INFORMATION ONLY

a. Mayor's Monthly Policing Report for May 2023

7. ADMINISTRATIVE ENQUIRIES

Verbal update from SAO Smith, and the Directors



REGULAR MEETING MINUTES JUNE 13th, 2023

8. COMMITTEE REPORTS

a. RECOMMENDATION:

#23-084 **MOVED BY: CLLR DUFORD**
SECONDED BY: CLLR BOUCHARD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for May 2023 as presented.

CARRIED

b. RECOMMENDATION:

#25-085 **MOVED BY: CLLR WALL**
SECONDED BY: CLLR DUFORD

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

CARRIED

c. RECOMMENDATION:

#23-086 **MOVED BY: CLLR DUFORD**
SECONDED BY: CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY River approves the Emergency Services Activity Report for May 2023 as presented.

CARRIED

d. RECOMMENDATION:

#23-087 **MOVED BY: CLLR BOUCHARD**
SECONDED BY: CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for May 2023 as presented.

CARRIED

e. RECOMMENDATION:

#23-088 **MOVED BY: CLLR BOUCHARD**
SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER award the Industrial Drive Roadway Upgrades Tender to 851791 NWT Ltd. o/a Rowe's Construction in the amount of \$2,656,850.00 (tax excluded).

CARRIED



REGULAR MEETING MINUTES JUNE 13th, 2023

f. RECOMMENDATION:

#23-089 **MOVED BY: CLLR WALL**
SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2023 Q1 capital report as recommended by the Finance Committee.

CARRIED

g. RECOMMENDATION:

#23-090 **MOVED BY: CLLR WALL**
SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2023 Q1 unaudited consolidated Statement of Operations as recommended by the Finance Committee.

CARRIED

h. RECOMMENDATION:

#23-091 **MOVED BY: CLLR DUFORD**
SECONDED BY: CLLR WALL

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

CARRIED

Cllr Bouchard left the room

i. RECOMMENDATION:

#23-092 **MOVED BY: CLLR WALL**
SECONDED BY: CLLR BOUCHARD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approve changes to By-Law No. 2431 Fees and Charges Bylaw – Schedule B Part 4 – Building and Development Fees as presented.

CARRIED

j. RECOMMENDATION:

#23-093 **MOVED BY: CLLR BOUCHARD**
SECONDED BY: CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Deputy Mayor Dohey and Councillors Willows and Chambers from the Regular Meeting of Council, Tuesday, June 13th, 2023.

CARRIED



REGULAR MEETING MINUTES JUNE 13th, 2023

9. NOTICES OF MOTIONS

There were no notices of motions for Tuesday, June 13th, 2023

10. BYLAWS

a) Bylaw 2452 – Fees and Charges Amendment Bylaw – First Reading

#23-094

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

CARRIED

2ND READING

#23-095

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

CARRIED

11. IN CAMERA – N/A

12. ADJOURNMENT

#23-096

MOVED BY: CLLR DUFORD

That the Regular Meeting of Council be adjourned at 7:12PM.

CARRIED

Certified Correct as Recorded on the 13th Day of June 2023

These minutes were accepted by motion # _____



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: June 27th, 2023

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for May 2023 as presented.

BACKGROUND:

Recreational Programming

Department of Recreation programs and services were interrupted and/or reduced for several weeks in May, due to the wildfire evacuation. Attendance at May programming was affected by residents being asked to evacuate the community.

After School Programming

After School Club: After School Club ran as scheduled for the first two weeks of May. During this time, registered attendance remained steady and comparable to previous months. Registration was approximately 75% full for Mondays through Thursdays and was 90% full on Fridays.

After School Club regularly partners with community groups to offer special programming and is fully funded through grants from Municipal and Community Affairs, namely the Child and Youth Resiliency Grant and the Youth Contribution Grant. Funding is used to purchase program supplies and offset the cost of Play Leader staff wages.

Track and Field Prep Program: The Track and Field Prep Program was introduced at the Hay River Community Centre on May 1, 2023. This program was open to youth ages 8 – 14 and was facilitated by Town of Hay River summer student staff. The program ran twice weekly and was designed to introduce youth to a variety of track and field events and allow them additional opportunity to practice events prior to the NWT Track and Field Championships. This program was cut short due to the wildfire evacuation, however, sessions that were missed were rescheduled during the month of June.

Softball Player Clinic: The Town of Hay River Department of Recreation, in partnership with NWT Softball, planned a Softball Player Clinic for youth ages 8 – 18. This clinic was scheduled for May 16 – 18 but was cancelled due to the wildfire evacuation. The Recreation Programming Supervisor is currently working with NWT Softball to reschedule this clinic at a later date.



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** June 27th, 2023

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Fitness Programming

Fitness class attendance decreased through the month of May with a total of 48 participants attending fitness classes, down from 77 total participants in April 2023. Fewer instructor-led fitness classes were offered this month, as one of the contracted fitness instructors went on maternity leave. Additionally, the contracted spin class instructor stopped teaching spin class in the month of May due to the increased temperature of the multi-purpose room on warm days. The decreased number of fitness classes offered, as well as the wildfire evacuation, likely caused the overall decrease in fitness attendance in the month of May. Fitness programming attendance was also lower this month when compared to May 2022, where the total number of participants in all fitness classes was 53.

The Recreation Programmer and the Customer Service Clerk travelled to Alberta this month to begin fitness instructor certification training. Once this is complete, additional instructor-led fitness classes will be added to the regular fitness schedule. A contracted yoga instructor began teaching weekly Aquafit classes this month. Additional Aquafit classes will be added to the regular fitness and pool schedules once staff members complete their instructor certifications.

Community Programming

Multi-Sport Programming: Multi-Sport programming returned to the Hay River Community Centre in mid-April. Although weekly attendance was initially lower than previous years, attendance to multi-sport programming steadily climbed as the month progressed.

After School Drop-In Multi-Sport returned this month. This program is offered on a drop-in basis for youth ages 5-12. The youth are supervised by a staff member each day while they make use of the wide variety of sports equipment and play games led by the staff member.

Adult drop-in multi-sport programming also returned this month. Adult drop-in soccer and adult drop-in ball hockey times are offered twice weekly, along with adult and seniors pickleball and badminton times.

Racquet Sports Leagues: Pickleball and badminton leagues continued at the Hay River Community Centre this month. Registration for the leagues is free. Currently there are 10 players registered in the singles badminton league, 2 teams registered in the doubles badminton league, 1 player registered in the singles pickleball league and 2 teams registered in the doubles pickleball league.



REPORT TO COUNCIL

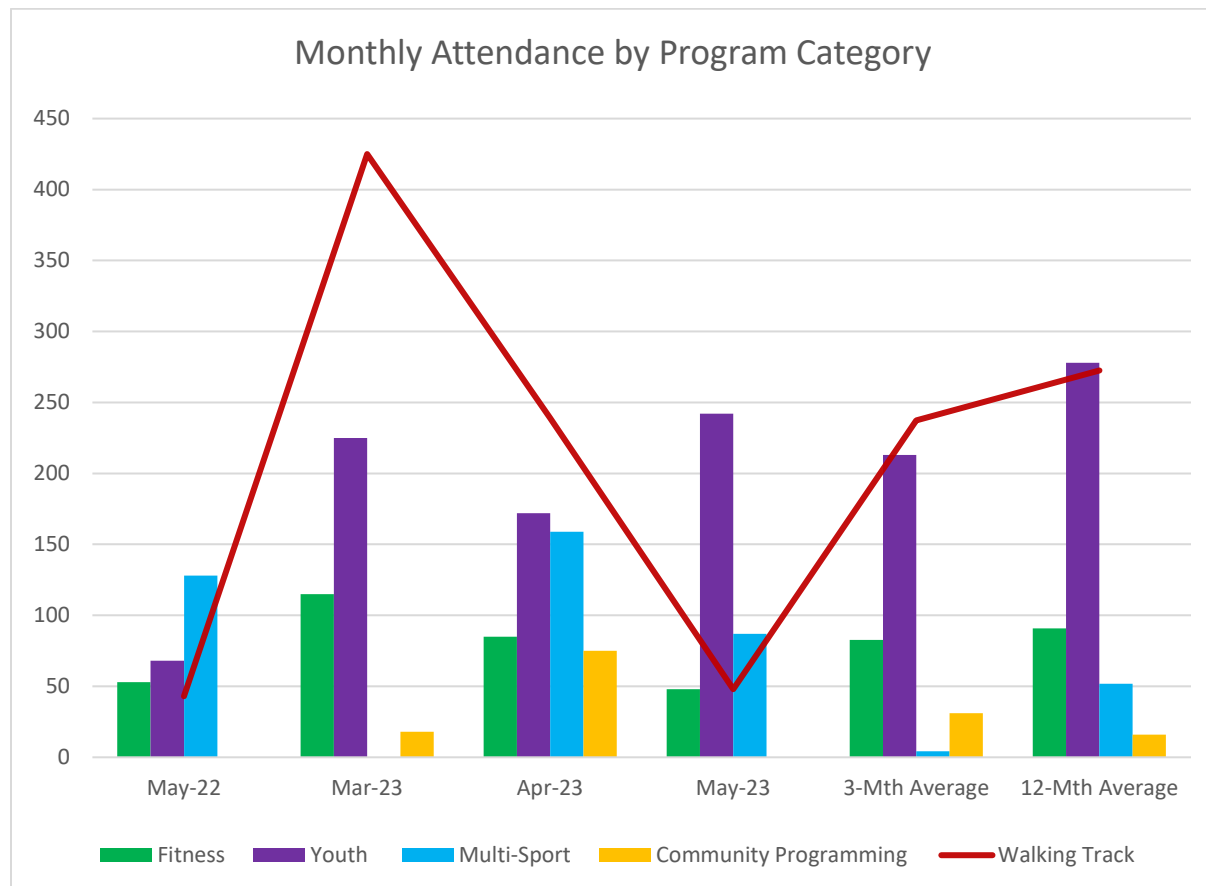
DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** June 27th, 2023

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Community Group Litter Pickup Campaign: The 2023 Community Group Litter Pickup Campaign was initially scheduled for May 1st to 31st. Due to the wildfire evacuation, the deadline for registered groups to complete clean up in their assigned areas was extended to June 15th. All 13 available areas were assigned to community groups. These groups will receive \$500 for each location they volunteer to clean. This Department of Recreation led initiative was sponsored by Wesclean Northern Sales Ltd.

Softball Coaching Clinic: The Recreation Programming Supervisor was successful in receiving Local Sports Leaders funding from Municipal and Community Affairs to run a Softball Coaching Clinic. This clinic would provide community members interested in coaching minor softball with the appropriate certification. Unfortunately, the coaching clinic was cancelled due to a lack of interest from community members.

Recreation Programming Statistics

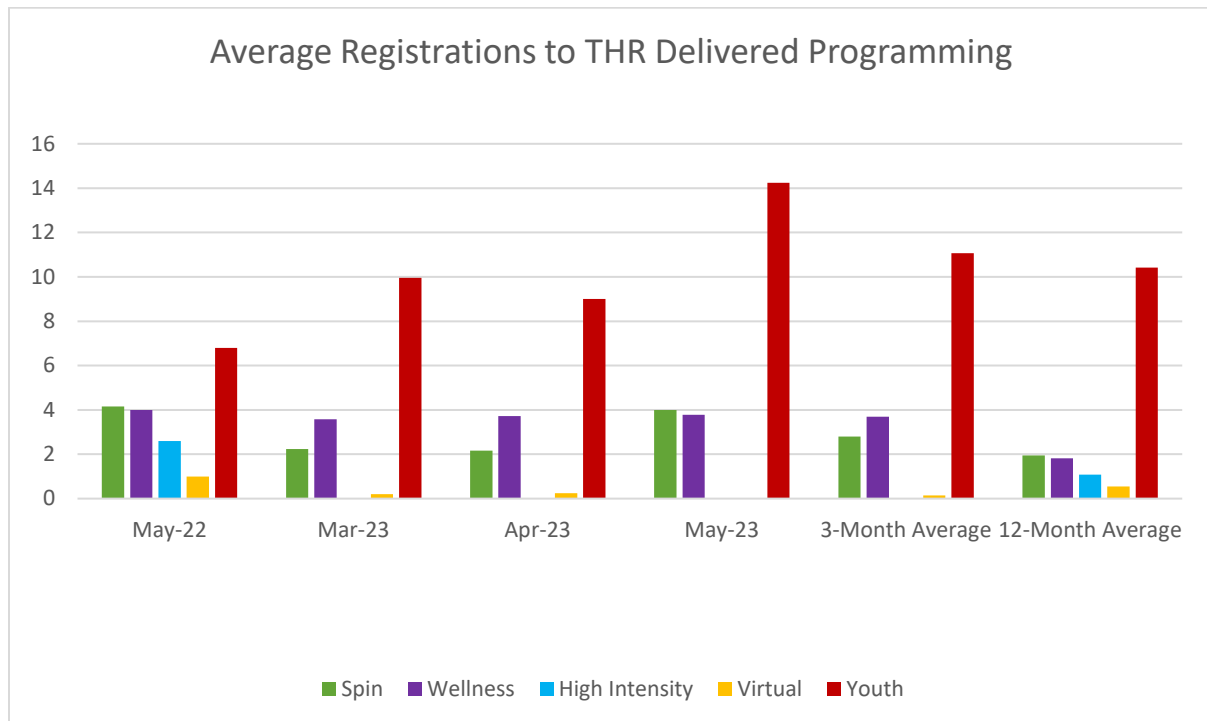




REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: June 27th, 2023

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT



Aquatics

General

There were no significant operational or maintenance related issues during the month of May.

Staffing

The Don Stewart Aquatic Centre continues to be fully staffed with 3 full time lifeguards and 7 casuals. In-service training sessions occur monthly for all staff.

Staff in-service training was held the afternoon of May 12th. Training included discussions surrounding flood preparedness and the role the Community Centre would play. An in-water component included fitness and lifeguarding skills.



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** June 27th, 2023

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Attendance

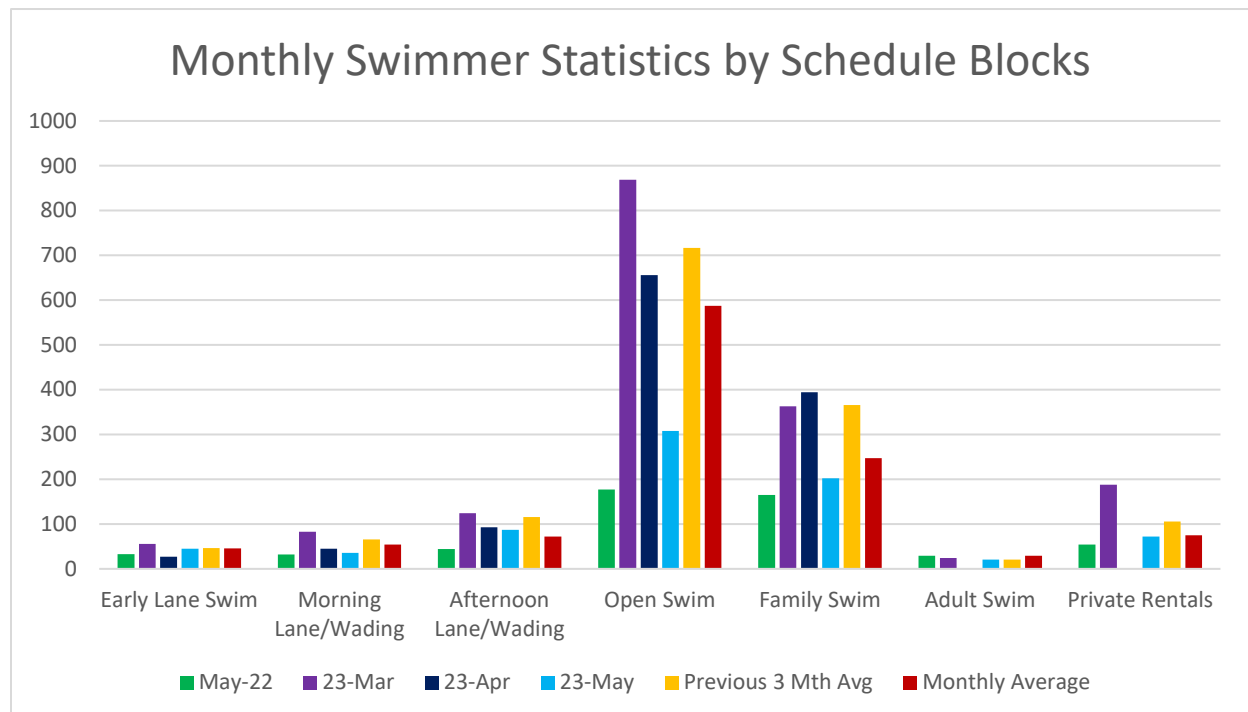
The Don Stewart Aquatic Centre hosted 975 swimmers in May. This was a decrease from March (1,869) and April (1,425). This was directly related to the aquatic centre being closed for 2 weeks during to the wildfire evacuation. However, it was higher than May 2022 (667) when the Town was evacuated for the flood.

Local elementary schools continued with regular swimming times in May which continues into June.

Swimming Lessons

Spring swim lesson sessions ended on the week of May 10th. There were 35 total children enrolled (21 in swimmer levels, 14 in preschool levels). Thirteen (13) swimmers successfully completed their levels for a 37% completion rate. Preschool levels had a 50% completion rate while the swimmer levels had a 33% completion rate. We had a higher number of registrations in the Swimmer 4-6 levels than usual. These levels can be difficult for students to complete due to the technical requirements of the strokes which contributed to the lower completion rate.

Don Stewart Aquatic Centre Statistics

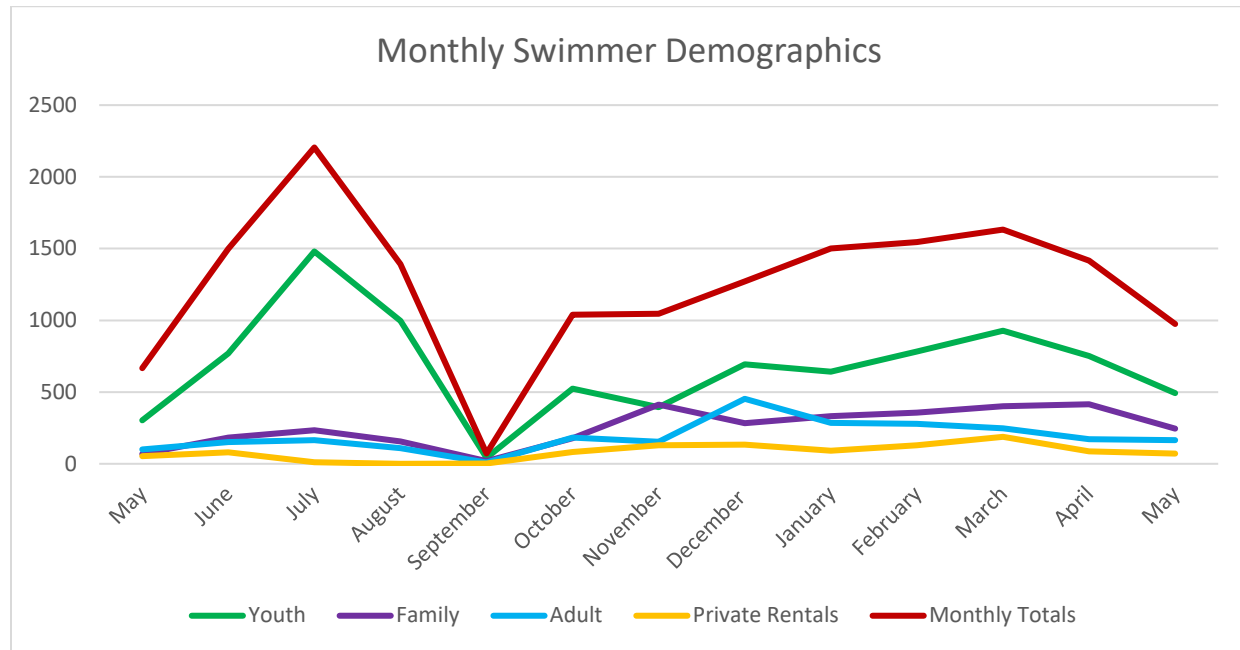




REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: June 27th, 2023

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT



Facilities and Maintenance

Recreation and Aquatic Centre:

- Community Centre used as an evacuation centre for most of the month of May.
- Curling arena and Doug Wieterman Hall accommodated Katlodeeche First Nation staff and Chief Sunrise Education Centre due to wildfire damages.
- Janitorial contract ongoing with positive feedback from contractor and TOHR staff.
- Ongoing building inspections, preventative maintenance, and snow removal.
- Monthly fire extinguisher and safety checks.
- Maintenance and adjustments to HVAC systems as per weather conditions.
- Inspect and repair rental tables and chairs.
- Hiring and on boarding of summer student staff.
- National Indigenous Peoples Day celebration setup and support of activities.

Parks and Greenspaces:

- Maintenance: Garbage downtown and other areas emptied regularly.
- Regular litter pickup and weekly checks of Town sites and assets in the downtown core.



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** June 27th, 2023

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Initial safety inspections and clean up of playgrounds and greenspaces.
- Initial safety inspections and status updates of trails and trailheads.
- Greenspace mowing, maintenance and weekly inspections.
- Outhouses deployed at local parks and greenspaces.
- Benches and bike racks deployed on
- Deployment of Canada flags and hanging baskets.
- Season opening of Porritt Landing on June 15th.
- Season opening of Fishermen's Wharf Pavilion on July 2nd.

Parks and Greenspaces:

- Garbage receptacles emptied regularly in downtown core and greenspaces.
- Regular litter pickup and weekly checks of Town sites and assets in the downtown core.
- Initial safety inspections and clean up of playgrounds and greenspaces.
- Initial safety inspections and status updates of trails and trailheads.
- Greenspace mowing, maintenance, and weekly inspections.
- Outhouses deployed at local parks and greenspaces.
- Benches and bike racks deployed on Courtoreille Street.
- Deployment of Canada flags and hanging baskets.
- Season opening of Porritt Landing on June 15th.
- Season opening of Fishermen's Wharf Pavilion on July 7th.

Outdoor sport fields and assets:

- Street sweeping of Community Centre parking lot.
- Initial safety inspection and clean up of skate park.
- Initial safety inspections and clean up of ball diamonds.
- Initial safety inspections and status updates of trails and trailheads.
- Ball diamonds maintained and prepared for league play three days per week.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** June 27th, 2023

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Prepared by:

Stephane Millette

Director Recreation and Community Services

Date: June 23rd, 2023

Reviewed by:

Glen Smith

Senior Administrative Officer

Date: June 23rd, 2023



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: June 27th, 2023

SUBJECT: LETTER OF SUPPORT FOR TABLE TENNIS CHAMPIONSHIPS

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the Table Tennis Norths application to the GNWT for a grant funding

BACKGROUND:

Table Tennis North would like to host the 2023 Canadian Table Tennis Championships in our community scheduled from September 21-14, 2023.

They want to highlight the importance of hosting events like this in smaller communities in the Northwest Territories. With the support of Table Tennis North and Table Tennis Canada we don't have any concerns of a successful and smooth event. We have seen the Arctic Winter Games twice in our community and build an amazing pool of volunteers and work with local businesses for the success of this event.

A National Senior Championships has never been hosted in the Territories, so we are excited on being part of this and showcasing our region on a national scale.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Prepared by:
Stacey Barnes
Council Administrator
June 23rd 2023

Reviewed by:
Glenn Smith
Senior Administrative Officer
June 23rd, 2023



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: June 27th, 2023

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillors Bouchard from the Regular Meeting of Council, Tuesday, June 27th, 2023.

BACKGROUND:

Councillors Willows has asked to be excused from the Regular Meeting of Council, Tuesday, June 27th 2023.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stacey Barnes
Council Administrator
Date: June 23rd, 2023

Reviewed by:



Bylaw No. 2452

9a) Amendment to Fees and Charges Bylaw

BY-LAW NO. 2452
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BYLAW of the Council of the Municipal Corporation of the Town of Hay River in the Northwest Territories, to amend Fees and Charges Bylaw No. 2431, as amended.

PURSUANT TO the relevant sections of the *Cities, Towns and Villages Act* S.N.W.T. 2003, c. 22, and particularly section 72(e), which allows municipalities to establish, by bylaw, fees or other charges for products, programs, services, public utilities, infrastructure and facilities provided by the municipality and for the use of property under the ownership, direction, management or control of the municipality.

WHEREAS the Council of the Municipal Corporation of the Town of Hay River wishes to amend Bylaw No. 2431, as amended, to reflect changes to the fees and charges collected by the Town of Hay River as set out in the attached parts of Schedule "A";

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER, in regular sessions duly assembled, enacts as follows:

APPLICATION

1. That Bylaw 2431, as amended, is hereby amended by deleting the following parts of Schedule "B" and replacing them with the Schedules attached hereto:
 - a. Deleting Part 4 of Schedule "B" of Bylaw No. 2431, as amended, and replacing with Part 4 of Schedule "A" attached hereto;
2. This bylaw will take force and effect upon its final reading.

THIS BY-LAW READ A FIRST TIME this day of , 2023 A.D.

Mayor

THIS BY-LAW READ A SECOND TIME this day of , 2023 A.D.

Mayor

THIS BY-LAW READ a Third and Final Time this day of , 2023 A.D.

BY-LAW NO. 2452
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the Cities, Towns and Villages Act, S.N.W.T., 2003, and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2023.

Senior Administrative Officer

BY-LAW NO. 2452
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

SCHEDULE A**PART 4 – Building and Development Fees****Building Permit Fee Schedule****Residential**

Residential Single Family Dwellings, Duplex Units	\$5.00 per \$1000 of project value	
Residential Decks and Fences	\$5.00 per \$1000 of project value	
Garages, Additions, and Renovations	\$0.80 per sq ft.	
Manufactured and Modular Homes		\$600
Minimum Permit Fee		\$100

Commercial

New, Addition, Renovation	\$6.00 per \$1000 of project value	
Minimum Permit Fee		\$200

Note: Project value is based on the actual cost of material and labour.
Verification of cost may be requested to permit issuance.

Development Permit Application Fees

Application for Re-Zoning	\$	500
Residential (Permitted Use)	\$	50
Residential (Non-Conforming Use)	\$	75
Commercial (Permitted Use)	\$	100
Commercial (Non-Conforming Use)	\$	100
Appeals	\$	500
Bylaw Amendments	\$	500
Demolition and Moving Permits	\$	100
Re-Inspection Fee	\$	150

Note: Appeals are refundable if Development Appeal Board rules in favour of the appellant.