



AGENDA

PUBLIC INPUT

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. DECLARATION OF INTEREST
4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS
5. INFORMATION
 - a. RCMP Monthly Report – page 3-8
6. ADOPTION OF MINUTES FROM PREVIOUS MEETING
 - a. Regular Meeting of Council, February 5th – page 9-12
 - b. Regular Meeting of Council, February 26th – page 13-16
7. ADMINISTRATIVE ENQUIRIES
8. NEW BUSINESS
 - a. Public Works Monthly Report for February – page 17-21
 - b. Municipal Enforcement Monthly Report for February – page 22-25
 - c. Emergency Services Monthly Report for February – page 26-30
 - d. Recreation and Community Services Monthly Report for February – page 31-38
 - e. Revision to Seniors Ambulance Billing – page 39-40
 - f. Bylaw Prioritization Report – page 41-43
 - g. 2023 Q4 Capital Report – page 44-46
 - h. 2023 Unaudited Statement of Operations – page 47-49
 - i. Local Emergency Management Organization Report – page 50-58
 - j. Porritt Landing Report – page 59-77
 - k. Excused Absence – page 78
9. BYLAWS
 - a. Bylaw 2458A – Amendment to Fees and Charges (Ambulance fees) – First and Second Reading – page 79-82
 - b. Bylaw 2450B - Amendment to Fees and charges (Porritt Landing fees) – First and Second Reading – page 83-86
 - c. Bylaw 2190/PS/24 - Local Emergency Management Organization – First and Second Reading – page 87--91
 - d. Bylaw 2386/24 – Porritt Landing – First and Second Reading – page 91-102
10. NOTICE OF MOTIONS



11. IN CAMERA

- a. **Matters under Consideration** - pursuant to Cities, Towns & Villages Act, S.N.W.T. 2003 c. 22, Section 23. (3), (e)
- Capital Drive Sidewalks

12. ADJOURNMENT

Canada⁺



**MONTHLY
POLICING REPORT
February 2024
Hay River Detachment
“G” Division
Northwest Territories
Town of Hay River**



Royal Canadian Mounted Police Gendarmerie royale du Canada

The Hay River Detachment responded to a total of 234 calls for service during the month of February. 213 of them were within the Town of Hay River.

Annual Performance Plan (A.P.P.'S) Community Priorities

The Annual Performance Plan which follows the RCMP fiscal year has been refreshed and the Community and Detachment priorities established for the current fiscal year, starting May 1st are as follows:

- Community Policing, and specifically Community and Partner Engagement with the objective of Identifying community and external partners, stakeholders and then establish and maintain engagement with the goal of information sharing and partnering in initiatives to address issues in the community.
- Traffic and Road Safety with the specific objective of enhancing road safety by targeting impaired driving.
- Harm Reduction, with the specific objective to reduce a variety of crime by targeting prolific offenders, illicit drugs, and reducing the amount of crime and harm caused by a small percentage of the population.

Throughout the year Sgt UNGER will continue to follow up with Mayor JAMESON and Council as the year progresses to ensure that these priorities are being actioned and ascertain if any change in approaches are required by the Hay River RCMP detachment. The Community consultation helps shape current and future Hay River Detachment annual performance plan priorities.

1 - This month the detachment addressed Community Policing – Community/Partner Engagement by:

Hay River RCMP continued with efforts to identify activities in a meaningful way. Hay River RCMP does continue to share monthly “Fast Facts newsletter” from the Centre for Youth Crime Prevention to share contacts and promote resources and activities, distribute funding initiatives, and visit youth in an effort to engage with youth.

Some of RCMP’s involvement in February within our community and partner engagements, included the following:

Hay River RCMP members attended DJSS, and Ecole Boreal, which included walking through and engaging with students and staff.

Hay River RCMP members attended a number of community events and especially child centered activities including: attending the old timers hockey tournament at the recreation center, and visiting the youth center.

The RCMP are ensuring that attending local youth centers and engaging with the youth on a regular occurrence is a priority.

RCMP members took Ecole Boreal teachers ice fishing.

The RCMP also introduced Cst Leilani ROY-WRIGHT, the newest member of the Hay River Det, to Mayor JAMESON and SAO SMITH



2 - This month the detachment addressed Traffic - Safety by:

Members conducted traffic stops throughout Hay River and KFN and ensuring driver safety and proper vehicle documents on hand, 9 Summary Offence Tickets were issued. There were no charges for impaired driving and 0 - 24 hr suspensions for alcohol. Impaired driving remains a concern with 3 occurrences/complaints of impaired driver's or suspected impaired driving within our community.



3 - This month the detachment addressed Harm Reduction by:

To address what causes the greatest harm in the Hay River RCMP detachment area, a Habitual Offender/Repeat Offender Management system was created in an effort to identify and monitor those who are most likely to cause the most significant amount of harm to the community. Harm reduction will tie directly into community policing as a priority, and partner engagement will be critical to successful outcomes.

Patrols, including 45 patrols in Rowe's trailer park and 59 in the down town area, including the arena and library which will continue to detect and deter illicit behavior.

The Hay River RCMP has commenced a pro-active initiative to check high risk offenders, ensuring that they are abiding by their release/court imposed conditions.

The Hay River RCMP continue to ask the public's support in providing information that will help battle the sale and distribution of illegal narcotics in our communities. Since the return from the evacuation there has been an increase in property crime which is suspected to be linked to the illicit drug trade.

Of the 34 prisoners lodged in cells at the Hay River RCMP Detachment, 32 of them were arrested in the town of Hay River.



OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	13	24	16	296
Sexual Offences	0	0	2	24
Break and Enters (Residence & Business)	2	8	0	68
Theft of Motor Vehicle	2	3	1	27
Theft Under \$ 5000.00	15	25	2	151
Theft Over \$ 5000.00	0	0	0	4
Drugs (Possession)	0	0	0	10
Drugs (Trafficking)	8	14	4	69
Liquor Act	5	11	5	186
Unlawful Sale (Bootlegging)	0	0	0	0
Causing a disturbance / Mischief (total)	51	92	45	715
Causing a Disturbance	8	11	8	208
Mischief - damage to property	5	10	3	78
Mischief - obstruct enjoyment	38	71	34	429
Impaired Driving	3	7	10	126
Other Complaints	75	139	41	1009
Total Violations	174	323	126	2685

Total Calls for service 213

JUSTICE REPORTS	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Victim Services Referral - Accepted	3	3	2	41
Victim Services Referral - Declined	16	33	16	299
Victim Services - Proactive Referral	0	0	3	18
Victim Services - Not Available	0	0	0	0
Restorative Justice Referrals	2	2	0	14
Emergency Protection Orders (Detachment Initiated)	3	3	1	9
ODARA Reports	1	2	2	30
Prisoners Held	26	59	18	342
Prisoners Escorted	0	1	0	9
Prisoners Held non-PROS Agency	0	1	0	0
Prisoners Escorted Non-PROS Agency	0	0	0	0
Liquor Destroyed Immediately	5	10	9	131

Sgt Philip M. UNGER
 Detachment Commander, Hay River RCMP



REGULAR MEETING MINUTES February 5th, 2024

The Regular Meeting of Council was held on Monday, February 5th, 2024 at 6:30pm

Present: Mayor Jameson, Deputy Mayor Dohey, Councillors, Willows, Chambers, Wall, Duford,

Staff: SAO – Glenn Smith, ASAO – Patrick Bergen, Council Administrator – Stacey Barnes, Director of Recreation – Stephane Millette

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#24-019

MOVED BY CLLR DUFORD

SECONDED BY: CLLR WILLOWS

3. DECLARATION OF INTEREST

There were no Declaration of Interest for Monday, February 5th, 2024

4. ANNOUNCEMENTS, AWARDS & PRESENTATIONS

Mayor Jameson – huge shout out to Jill and the THR for putting on the Community Spirit Awards

Cllr Duford – Our very own Mayor received Citizen of the Year

SAO Smith – and Cllr Duford received the Senior Volunteer award

5. ADMINISTRATIVE ENQUIRIES

Verbal Reports were given by SAO Glenn Smith, ASAO Patrick Bergen and Director of Recreation – Stephane Millette

6. NEW BUSINESS

a. RECOMMENDATION:

#23-020

MOVED BY: CLLR WALL

SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for January 2024 as presented.

CARRIED

b. RECOMMENDATION:

#23-021

MOVED BY: CLLR WALL

SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for January 2024 as presented.

CARRIED



REGULAR MEETING MINUTES February 5th, 2024

c. RECOMMENDATION:

#23-022 **MOVED BY: DM DOHEY**
 SECONDED BY: CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for January 2024 as presented.

CARRIED

d. RECOMMENDATION:

#23-023 **MOVED BY: CLLR WILLOWS**
 SECONDED BY: CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of January 2024.

CARRIED

e. RECOMMENDATION:

#23-024 **MOVED BY: DM DOHEY**
 SECONDED BY: CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the Hay Days Festival 2024 application for Funding.

CARRIED

f. RECOMMENDATION:

#23-025 **MOVED BY: CLLR DUFORD**
 SECONDED Byl CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Bouchard and from the Regular Meeting of Council, Monday, February 5th, 2024

CARRIED

g. RECOMMENDATION:

#23-026 **MOVED BY: CLLR WILLOWS**
 SECONDED BY: DM DOHEY

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the amendment to the Terms of Reference for the Social Issues Committee of Council as recommended by the Social Issues Committee

CARRIED

h. RECOMMENDATION:

#23—027 **MOVED BY: CLLR WILLOWS**
 SECONDED BY: CLLR DUFORD



REGULAR MEETING MINUTES February 5th, 2024

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accept the third party review of the landfill tipping fee schedule and the recommended amendments to Bylaw 2450 Schedule A, Part 9 – Solid Waste Tipping Fees

CARRIED

7. BYLAW

a) Bylaw 2458– Amendment to Fees and Charges – Third Reading

#24-028

MOVED BY: CLLR DUFORD
SECONDED BY: CLLR WILLOWS

CARRIED

b) Bylaw 2450 – Amendment to Fees and Charges – First Reading

#24-029

MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR DUFORD

CARRIED

Bylaw 2450 – Amendment to Fees and Charges – Second Reading

#24-030

MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR WALL

CARRIED

c) Bylaw 2459 – Half Day Civic Holiday – First Reading

#24-031

MOVED BY: DM DOHEY
SECONDED BY: CLLR WALL

CARRIED

Bylaw 2459 – Half Day Civic Holiday – Second Reading

#24-032

MOVED BY: DM DOHEY
SECONDED BY: CLLR WALL

CARRIED

8. NOTICE OF MOTIONS

There was no notice of motions for the Regular Meeting of Council, February 5th, 2024

9. IN CAMERA

n/a



REGULAR MEETING MINUTES February 5th, 2024

10. ADJOURNMENT

#24-033

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 7:15pm.

CARRIED

Certified Correct as Recorded on the 5TH Day of February 2024

These minutes were accepted by motion # _____



REGULAR MEETING MINUTES February 26th, 2024

The Regular Meeting of Council was held on Monday, February 26th, 2024 at 6:30pm

Present: Mayor Jameson (phone), Deputy Mayor Dohey, Councillors, Willows, Wall, Duford, Bouchard

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

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#24-034

MOVED BY CLLR DUFORD

SECONDED BY: CLLR WALL

3. DECLARATION OF INTEREST

Mayor Jameson had a Declaration of Interest for 9a)

4. APPROVAL OF MINUTES

a. Regular Meeting of Council – Monday, January 22nd, 2024

#23-035

MOVED BY: CLLR DUFORD

SECONDED BY: CLLR WALL

5. ANNOUNCEMENTS, AWARDS & PRESENTATIONS

Cllr Duford – Like to acknowledge the HR Swim Team that travelled to YK this past weekend
Cllr Wall – U15 and U18 played basketball in the cagers, thank you to all the Volunteer coaches

Cllr Bouchard – Polar Pond Hockey this weekend, come out to watch

DM Dohey – NWTAC starts this week, busy weekend with Kamba and PPH

SAO Smith – and Cllr Duford received the Senior Volunteer award

5. ADMINISTRATIVE ENQUIRIES

Verbal Reports were given by SAO Glenn Smith, ASAO Patrick Bergen and Director of Recreation – Stephane Millette, Director of Finance – Abena Nyarko, Director of Protective Services – Travis Wright

7. INFORMATION ONLY

- Council Priorities Summary – February



REGULAR MEETING MINUTES February 26th, 2024

8. NEW BUSINESS

a. RECOMMENDATION:

#23-036 **MOVED BY: CLLR DUFORD**
SECONDED BY: CLLR WALL

That the Council of the Town of Hay River approves the Emergency Services Activity Report for January 2024 as presented.

CARRIED

b. RECOMMENDATION:

#23-037 **MOVED BY: CLLR BOUCHARD**
SECONDED BY: CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints as Members to the 2024 Board of Revision the following:

- Steve Anderson
- Liam Dean
- Brian Kovatch
- Tom Lakusta
- Lynn Readman
- Doug Swallow

CARRIED

c. RECOMMENDATION:

#23-038 **MOVED BY; CLLR WALL**
SECONDED BY: CLLR DUFORD

That the Council of the Town of Hay River in accordance with the Property Assessment and Taxation Act RSNWT. 1988 Chapter P-10, Section 97.6:

1. Sets the date of public auction where taxable property will be offered for sale as June 12, 2024, at 9:00 am in Town Hall Council Chambers; and
2. The minimum sale price of each taxable property as calculated in accordance with the regulations is provided for as follows.

Property Address	Lot	Block	Plan	Minimum Sale Price
43074 MacKenzie Highway	64 S Ptn		38	\$14,500.00
43026 & 43028 MacKenzie Hwy	79 & 80		38	\$212,450.00



REGULAR MEETING MINUTES February 26th, 2024

29B-102 AVENUE	81 Rem		38	\$26,200.00
27 & 28-102 AVENUE	96 & 97		38	\$53,900.00
3-102 STREET	2	H	40	\$27,550.00
8-102 STREET	21	J	41	\$23,900.00
3-104 STREET	2	M	123	\$49,650.00
10-103 STREET	20	M	123	\$57,350.00
47135 BACK ROAD	12	XD	134	\$26,000.00
7-105 STREET	4	U	142	\$17,900.00
9-105 STREET	5	U	142	\$75,050.00
23 - 105 STREET	12	U	142	\$32,050.00
47099 BACK ROAD	10	XE	189	\$29,200.00
48038 MacKENZIE HIGHWAY	2	XB	190	\$55,250.00
20-105 STREET	15	V	219	\$81,700.00
8-105 STREET	21	V	219	\$18,800.00
42-104 STREET	210		309	\$27,350.00
8 TAYLOR PLACE	627-4		646	\$40,100.00
2 McRORIE ROAD	887		830	\$72,850.00
51 FIR CRESCENT	553- 99	G814	991	\$33,100.00
135 WILD ROSE DRIVE	680		1156	\$88,300.00
100 WILD ROSE DRIVE	687		1156	\$94,000.00
202 PARADISE ROAD	549-3		1225	\$76,650.00
47091 MacKENZIE HIGHWAY	3-1	Z2	1374	\$58,850.00
118 PARADISE ROAD	1031		1569	\$50,250.00
81 RIVERVIEW DRIVE	1454		1638	\$54,800.00
5 CRANBERRY CRESCENT	1619		2218	\$80,300.00
1-B POPLAR ROAD	1680		2583	\$114,000.00
48043 MacKENZIE HIGHWAY	6	Y	3897	\$28,950.00
43044 MacKENZIE HIGHWAY	1926		4196	\$198,750.00

CARRIED

d. RECOMMENDATION:

#23-038

**MOVED BY: CLLR DUFORD
SECONDED BY: CLLE WALL**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter supporting the Soaring Eagle Friendship Centre's application for funding through the Anti-Poverty NWT fund.

CARRIED



REGULAR MEETING MINUTES February 26th, 2024

e. RECOMMENDATION:

#23-039 **MOVED BY: CLLR BOUCHARD**
 SECONDED BY: CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillors Groenewegen and Chambers from the Regular Meeting of Council, Monday, February 26th, 2024
CARRIED

9. BYLAW

a) Bylaw 2450 – Amendment to Fees and Charges – Third and Final Reading

#24-040 **MOVED BY: CLLR WALL**
 SECONDED BY: CLLR DUFORD
CARRIED

b) Bylaw 2459 – Half Day Civic Holiday – Third and Final Reading

#24-041 **MOVED BY: CLLR WILLOWS**
 SECONDED BY: CLLR WALL
CARRIED

10. NOTICE OF MOTIONS

There was no notice of motions for the Regular Meeting of Council, February 22nd, 2024

11. IN CAMERA
n/a

12. ADJOURNMENT

#24-042 **MOVED BY: CLLR WILLOWS**

That the Regular Meeting of Council be adjourned at 7:06pm.

CARRIED

Certified Correct as Recorded on the 22nd Day of February 2024
These minutes were accepted by motion # _____



REPORT TO COUNCIL

DEPARTMENT: Public Works

DATE: March 18, 2024

SUBJECT: Public Works Monthly Report for February 2024

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Public Works Monthly Report for February 2024 as presented.

BACKGROUND:

Capital Projects 2024:

A complete list of 2024 capital projects are found as an attachment to this document. Following are some major changes since the last monthly report:

- Shoreline Mitigation Project
 - The Greenhouse gas assessment completed and submitted; Climate lens reporting is underway as per the DMAF application as part of the contribution agreement. Fee letter signed and submitted, and the design phase has been initiated.
- Aspen Heights Subdivision
 - Design concept received and reviewed. Signed fee letter with consultant and beginning preparation on expression of interest documentation.
- Water Treatment Plant Feasibility Study & Preliminary Design
 - Geotechnical investigation complete with two test holes drilled and thermistor instrumentation installed in each. Soil samples were taken from each test hole and shipped south for analysis.
 - Geotechnical investigation final report delayed and anticipated by months end.
- Lift Station#1 Mitigation/repair
 - The workshop with consultant and town staff was held in February.
 - Fee letter signed and returned to consultant.
 - Schedule for design work and preparation for tender documentation underway
- Lift Station#4 Deficiencies
 - M05 & P03 deficiencies completed and removed from deficiency list.
 - Still to confirm outstanding items with the consultant.

Solid Waste Facility Operations

- Implementation of new tipping fee bylaw – New tipping fees introduced with little to no negative feedback from the public.



REPORT TO COUNCIL

DEPARTMENT: Public Works

DATE: March 18, 2024

SUBJECT: Public Works Monthly Report for February 2024

Water License Activities:

- Groundwater Monitoring Plan – An official request for an extension was submitted to the Mackenzie Valley Land & Water board for the Interim Closure & Reclamation Plan and Groundwater Monitoring Plan that is currently out for public comment.
- Data from spring sampling events to be used to strengthen the Towns position concerning requirements due to the 2019 landfill fire.
- The data from the recent hydraulic conductivity tests and analysis from the ground water monitoring data to defer all post monitoring activities until 2028 when ground water is expected to reach sentinel wells.
- Annual Water License Report - Ongoing and on track for March 31 deadline

Public Works Operations and Completed Work Orders

Water and Sewer

- Application for utility locates for Studney Drive submitted and returned, valves located and unearthed, replaced corroded fitting and curb stop. - Complete

Roads and Ditches

- Snow clearing activities – **Ongoing**

Equipment Maintenance

- Street sweeper repairs – **Ongoing**
- Trailer mounted flusher – No approved warranty available from manufacturer or supplier; Replacement may be required if unable to locate local service centre.
- Light Truck servicing – **Ongoing**
- Landfill packer repairs – **Ongoing.**

Facilities Management / Miscellaneous

- Snow clearing support to all Town departments – **Ongoing.**

Land Development & Administration

- Various building inspections – **Ongoing**
- Issuance of permits – **Ongoing**

Development Permits

January 3	D24-001	1-102 Street	Residential
January 17	DH24-002	Lot 885 Plan#908 15A McMeekan	Residential
January 24	D24-003	44-61 Woodland	Demolition
January 31	D24-004	7 Robin Cres	Residential
February 8	B24-001	14-47031 Mackenzie	Residential
February 19	D24-005	20 Cranberry Cres	Residential
February 28	B24-002	11-47031 Mackenzie	Residential

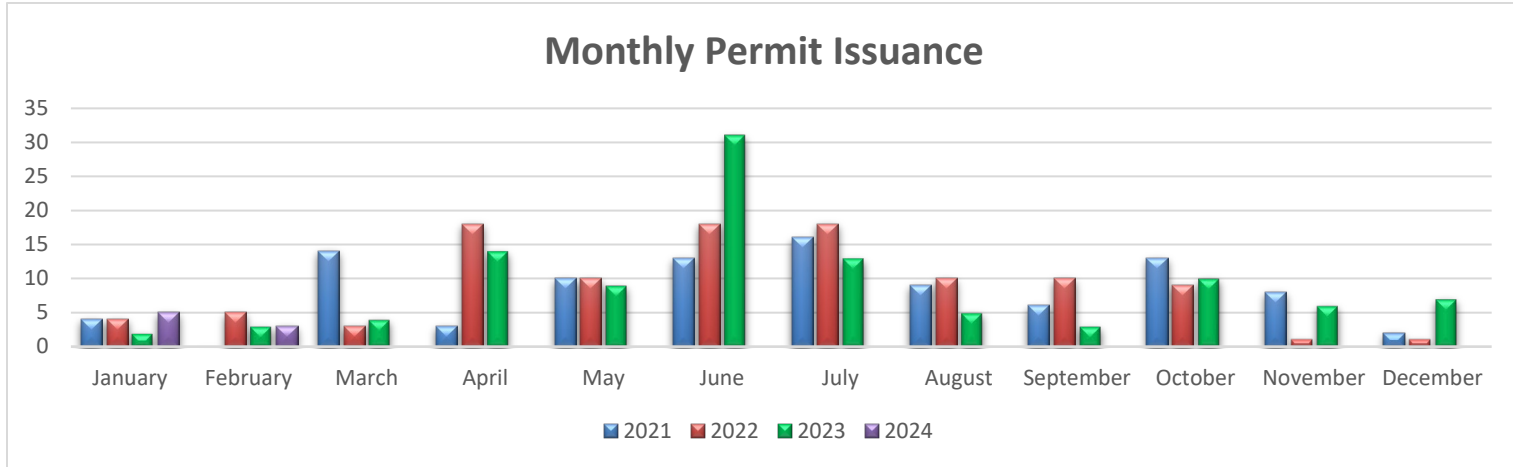


REPORT TO COUNCIL

DEPARTMENT: Public Works

DATE: March 18, 2024

SUBJECT: Public Works Monthly Report for February 2024



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:

2024 Project Status

Prepared by:
 David Taylor
 Director Public Works & Services
 March 14, 2024

Reviewed by:
 Glenn Smith
 SAO
 March 14, 2024



2024 Project Status

Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
Administration	Asset Management System Implementation	Project kickoff has occurred through software vendor. Rec department assets to be completed first	January 1, 2022	December 31, 2024	Construction	5%
Administration	Computer Equipment Replacement Program	Order has been placed for 2024 replacements.	January 1, 2024	December 31, 2024	Procurement	20%
Administration	Debt Service Community Center - CPI and Donation Portion	Ongoing repayment for Community Center	January 1, 2024	December 31, 2024	Procurement	15%
Administration	Online Payroll System		July, 2024	December 31, 2024	Scoping	0%
Administration	Virtual Server	Agreement established with vendor. Implementation scheduled.	March 1, 2024	May 31, 2024	Scoping	5%
Land Development	Aspen Heights Subdivision Development	Preparation of tender documents underway	December 12, 2023	December 31, 2024	Design	20%
Land Development	Fraser Place Subdivision Development	Utility installation delayed to 2024. Tendering to take place Q2/Q3 2024 depending on franchise agreement	February 1, 2023	July 30, 2024	Tendering/ Construction	70%
Protective Services	Bylaw Truck Replacement	Truck purchased	June 1, 2023	May 31, 2024	Procurement	90%
Protective Services	Heavy Rescue Truck Replacement	Working on specifications for tendering	June 1, 2023	TDB	Procurement	15%
Protective Services	Vehicle extrication tools					
Recreation	Bob McMeekin Park Enhancements	Sod and seeding work to be completed spring 2024	April 1, 2023	June 1, 2024	Construction	75%
Recreation	Riding Mower Replacements	Complete	March 1, 2023	June 1, 2023	Complete	100%
Recreation	Skatepark Upgrades	Skate park committee is taking the lead in design and procurement. Delayed until 2024	January 1, 2023	July 31, 2024	Design	15%
Recreation	Small Capital Program - Recreation					
Recreation	Vale Island Multi-Use Recreation Area	GNWT Infrastructure has provided additional \$120K in funding which will be used to fund an increase in the scope of the project.	February 1, 2023	November 30, 2024	Construction	30%
Tourism	Downtown Beautification and Accessibility Project	Decorative streetlighting to be installed in 2024	June 1, 2023	November 30, 2024	Construction	80%
Tourism	Small Capital Program - Tourism and Economic Development					
Tourism	Visitor Information Way finder Signage Development	Signage is complete, they are waiting to be installed by Poison Graphics in the spring	January 1, 2023	May 31, 2024	Construction	10%
Transportation and Public Works - Other	Biomass District Heating System	Study complete. Funding application submitted	September 1, 2022	December 31, 2024	Complete	15%
Transportation and Public Works - Other	Cemetery Expansion - New Site	Land acquisition required before further actions. Formation of planning committee to help with site selection.	June 1, 2024	November 1, 2026	Scoping	0%
Transportation and Public Works - Other	Fire Hall/Town Hall Demolition	Abatement and demo complete. Concrete pad removal and landscaping remaining in 2024.	February 1, 2023	October 31, 2024	Construction	95%
Transportation and Public Works - Other	Hazardous Waste Removal	MACA led steel diversion regional project to occur in 2024.	June 1, 2023	October 31, 2024	Construction	20%
Transportation and Public Works - Other	Industrial Area Drainage	Deferred to summer 2024	April 1, 2023	October 31, 2024	Scoping	15%
Transportation and Public Works - Other	Infrastructure Planning and Studies	Ongoing work throughout 2024	January 1, 2023	December 31, 2024	Scoping	0%
Transportation and Public Works - Other	Lift Station # 3 Replacement	Preliminary design through Aspen Heights development	January 1, 2024	December 1, 2026	Design	5%
Transportation and Public Works - Other	Lift Station 1 Mitigation	Pre-design workshop #1 complete. Scheduled received for design and tender documents to be ready for end of June, and awarded by mid-July.	January 1, 2023	December 31, 2025	Design	15%



2024 Project Status

Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
Transportation and Public Works - Other	Lift station 1 Repair	Pre-design workshop #1 complete. Scheduled received for design and tender documents to be ready for end of June, and awarded by mid-July.	January 1, 2024	October 31, 2025	Construction	15%
Transportation and Public Works - Other	Miron/ John Mapes/ Riverbend Storm and Sewer Manhole Upgrades	Manholes resealed on Miron and John Mapes. Riverbend scheduled for 2024. Asphalt and sidewalk work in 2024.	June 1, 2023	September 1, 2024	Construction	50%
Transportation and Public Works - Other	Municipal Solid Waste Facility (Phase I and II)	Land aquisition required before further actions. Formation of planning committee to help with site selection.	January 1, 2023	September 1, 2027	Scoping	5%
Transportation and Public Works - Other	Pickup Truck Replacements	To be tendered before March 30, 2024	March 30, 2024	October 31, 2024	Scoping	10%
Transportation and Public Works - Other	Pumps and Generator Replacements at Lift Stations	Ongoing work throughout 2024 as needed	January 1, 2023	December 31, 2024	Scoping	0%
Transportation and Public Works - Other	Shoreline Flood Mitigation	Environmental studies complete and submitted to DMAF oversight committee; Consultant proceeding with design.	January 1, 2023	October 1, 2024	Design	10%
Transportation and Public Works - Other	Tire Recycling Program	Will carry over remaining ICIP funds to 2024	January 1, 2023	December 31, 2024	Construction	90%
Transportation and Public Works - Other	Vale Island/West Channel Drainage	Review drainage after spring freshet	April 1, 2023	November 30, 2024	Scoping	10%
Transportation and Public Works - Other	Water Treatment Plant Feasibility Study and Preliminary Design	Geotechnical complete and report expected 3rd week of April.	July 1, 2022	April 15, 2024	Design	95%
Transportation and Public Works - Other	Small Capital					
Transportation and Public Works - Other	Industrial Area Expansion- preliminary design	Design to be completed in 2024. Site remediation in 2024.	June 1, 2024	October 1, 2024	Scoping	5%
Transportation and Public Works - Other	Grader Repair	project on hold pending performance of core				
Transportation and Public Works - Roads	553 - Preliminary Drainage Plan	on hold			Cancelled	0%
Transportation and Public Works - Roads	Beaver Cres. Water, Sewer and Drainage Replacement	Carry over from 2023, defcient items will be completed in summer 2024	June 1, 2023	October 31, 2024	Construction	95%
Transportation and Public Works - Roads	Capital Drive Watermain, Sidewalk and Roadworks	Carry over from 2023, sidewalk condition deficiency remaining, majority of other work complete	June 1, 2023	October 31, 2024	Construction	95%
Transportation and Public Works - Roads	Industrial Drive Base Upgrade, Paving and Underground	. Final grading & asphalt delayed to 2024	June 1, 2023	June 30, 2024	Construction	60%
Transportation and Public Works - Roads	Paradise Road Repair and Replacement	Seeding and erosion mitigation work delayed to 2024	June 1, 2023	July 31, 2024	Construction	10%
Transportation and Public Works - Roads	Riverview Drive Upgrades	Work on minor deficiencies into 2024. Driveway restorations remaining for 2024.	July 1, 2023	June 30, 2024	Construction	97%

REPORT TO COMMITTEE



COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** March 18th, 2024

DEPARTMENT: PROTECTIVE SERVICES

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for February 2024 as presented.

BACKGROUND:

Monthly Stat Summary	
Animal Control	15
Traffic	6
Public Behavior	3
Other	8

Warmer temperatures are on the way, and residents are encouraged to continue to keep their sidewalks clear to ensure safe walking paths for pedestrians. Residents are reminded that snow can be cleared from the sidewalks onto the street, but driveway snow needs to be kept in their yards. Protective Services continues to work closely with public works to help make clearing the streets more efficient and safer by addressing vehicles parked on the roadways. Residents who have vehicles parked on the roadways for over 72 hours are being contacted to make certain compliance with local traffic bylaws is being followed.

Animal activity has been slightly lower than last month. Protective Services has issued fines for loose animals captured as well as a dog bite incident and has reminded residents of animal bylaw regulations. Protective Services continues to encourage owners to ensure that their animals are under control with a leash when in public areas and walking trails. Protective Services has recently acquired a device to help capture evasive animals that have been problematic to keep residents safe. Residents are reminded to take pictures of loose animals to help identify them and track down the owners to gain compliance.

The Protective Services Department has responded to public behavior complaints, which continue to be followed up on quickly to try and help address the reported issues while they are going on. The PSS continues engaging with individuals while on patrols, in conjunction with RCMP assistance and presence, which helps ensure that residents can use the downtown amenities in a safe environment. Protective Services and the RCMP have used various methods, such as verbal warnings or fines, to address public behavior issues.

REPORT TO COMMITTEE



COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** March 18th, 2024
DEPARTMENT: PROTECTIVE SERVICES
SUBJECT: MUNICIPAL ENFORCEMENT REPORT

School Safety

The Protective Services Specialist continues to monitor and patrol the school zones during peak times to ensure motorists are driving with due care, to ensure the safety of school zones. Due to increased snow and ice conditions at intersections and crosswalks, drivers are reminded to take extra time and caution during the transitional seasons.

Upcoming Goals

The Protective Services Specialist will be assisting with ensuring that EMO monitoring gear is repaired and in operating condition prior to the break up season. Conduct unsightly bylaw review and prepare recommended revisions to the bylaw committee before the end of May to help with enforcement and compliance with unsightly properties and derelict buildings in the summer of 2024.

Emergency Services

The Protective Services Specialist has been assisting with the preparation of training with the RTP program and other recruitment training programs that are being offered.

COUNCIL POLICY / STRATEGY OR GOAL:	
---	--

Strategy:
Goal:

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:
--

All applicable Bylaws and Territorial Legislation

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

REPORT TO COMMITTEE



COMMITTEE: MUNICIPAL SERVICES COMMITTEE DATE: March 18th, 2024
 DEPARTMENT: PROTECTIVE SERVICES
 SUBJECT: MUNICIPAL ENFORCEMENT REPORT

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	VERBAL OR VISUAL WARNING	WRITTEN WARNING ENFORCEMENT	FINES ENFORCEMENT
Animal Control Bylaw					
Animal Abuse/Welfare	5	4	1	0	0
Barking Dogs	0	0	0	0	0
Dog Attack	4	2	1	1	0
Dog Bites	1	0	0	0	1
Loose Cat/Dog	22	9	4	3	6
Sled Dog Complaints	0	0	0	0	0
Miscellaneous	1	1	0	0	0
Business License					
No Business License	1	1	0	0	0
Operating business not as permitted	0	0	0	0	0
Traffic Bylaw					
Vehicle/Trailer Parking	11	2	4	3	2
ATV/Snow Machine	1	0	1	0	0
Fail to Stop (Sign or Light)	0	0	0	0	0
Distracted Driving	1	0	0	0	1
Fail to drive to road conditions	0	0	0	0	0
Improper use of plate/ No Plate	0	0	0	0	0
Drive w/o lights during low visibility	0	0	0	0	0
Speeding	2	1	1	0	0
Speeding (School/Construct/Industrial)	0	0	0	0	0
Suspected Impaired Driver	0	0	0	0	0
Miscellaneous	0	0	0	0	0
Unightly Bylaw					
Overgrown Trees	0	0	0	0	0
Long Grass & Weeds	0	0	0	0	0
Garbage	2	0	1	1	0
Miscellaneous	0	0	0	0	0
Fire Prevention Bylaw					
Burning without permit	3	1	2	0	0
Miscellaneous	3	2	1	0	0
Public Behavior Bylaw					
Miscellaneous	0	0	0	0	0
Littering	0	0	0	0	0
Public Intoxication	0	0	0	0	0
Loitering	3	1	2	0	0
Snow Removal Bylaw					
Sidewalks not cleared	6	0	6	0	0
Driveway cleared on to street / sidewalk	4	0	4	0	0
Snow being put on private property	0	0	0	0	0
Miscellaenous	0	0	0	0	0
TOTAL	71	24	29	8	10

REPORT TO COMMITTEE



COMMITTEE: MUNICIPAL SERVICES COMMITTEE **DATE:** March 18th, 2024
DEPARTMENT: PROTECTIVE SERVICES
SUBJECT: MUNICIPAL ENFORCEMENT REPORT

Prepared by:

Jonathan Wallington
Protective Services Specialist
Date: March 14, 2024

Reviewed By:

Travis Wright
Director Protective Services
Date: March 14, 2024



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 18th, 2024

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

RECOMMENDATION:

That the Council of the Town of Hay River approves the Emergency Services Activity Report for February 2024 as presented.

BACKGROUND:

Summary:

Monthly Stat Summary	
EMS Calls	40
False Alarms	0
Fires	0
Rescue	1

In February, the Director of Protective Services was finalizing the SS052 wildfire after action review scope. The project is designed to produce an after action review for both Hay River and KFN, as both communities were affected by the same emergency. This will also give us a holistic understanding of the challenges that were faced and a collective approach to addressing them. This will help us build relationships with both our emergency response groups for future coordination during events.

The Director and SAO have been working on a detailed review of the THR emergency plan, EMO bylaw and related documents in advance of this year's break up and wildfire season. We had a comprehensive review of all documents and a in person review session to discuss and design the changes to documents needed to reflect the experiences from the most recent emergency events. The final draft and review of the documents with the Local emergency management organization will be planned for March and then brought forward to Council for approval.

In February, we have been planning the repair and maintenance of the THR River monitoring equipment that was affected by the wildfire. We have been working with ECC on the scope of the repairs and their support to cover the cost of some of the repair work to the sites. The plan is to have all sites repaired and up and running by the end of March so that we are well prepared in advance of this year's break up season.



REPORT TO COUNCIL

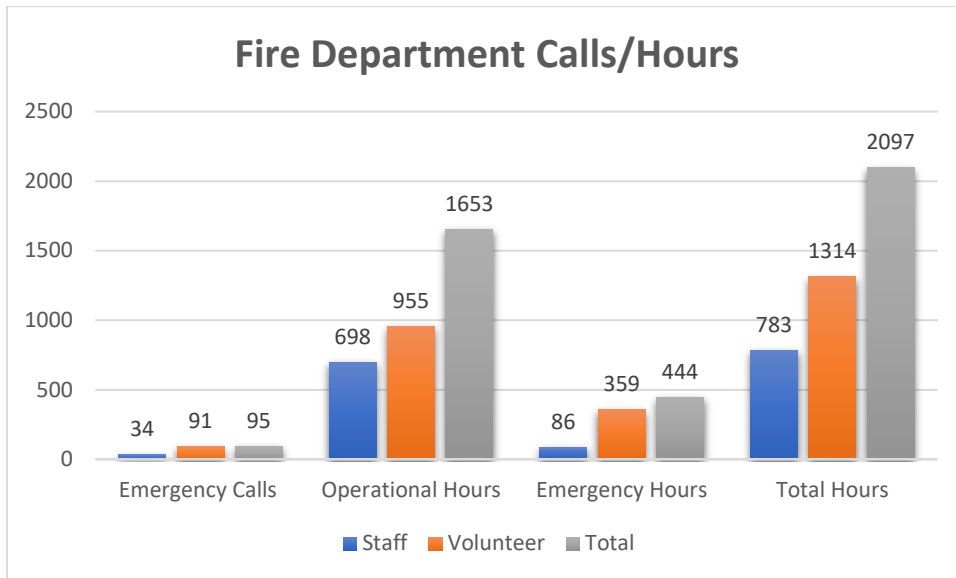
DEPARTMENT: PROTECTIVE SERVICES

DATE: March 18th, 2024

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

We had 8 new recruits who finished part 2 of the HRFD recruit training program. They were trained in fire extinguishers, supply/attack lines and hose appliances, and Fire suppression for defensive operations. All 8 recruits passed the program's practical and written testing requirements. We also started an Emergency medical Responder course (EMR) with 10 new members. This course is 4 separate weekends that will conclude in mid-April.

STATISTICS



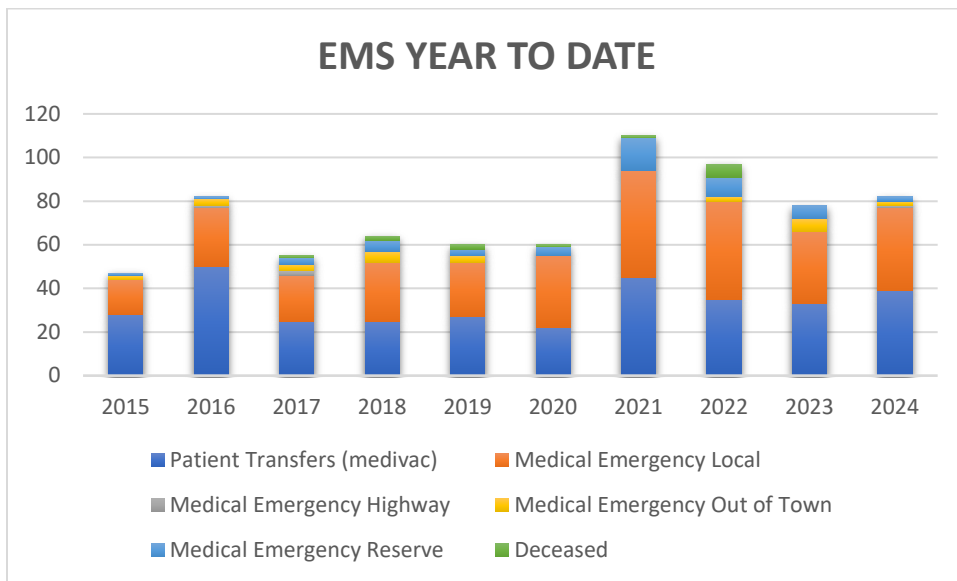


REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 18th, 2024

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT



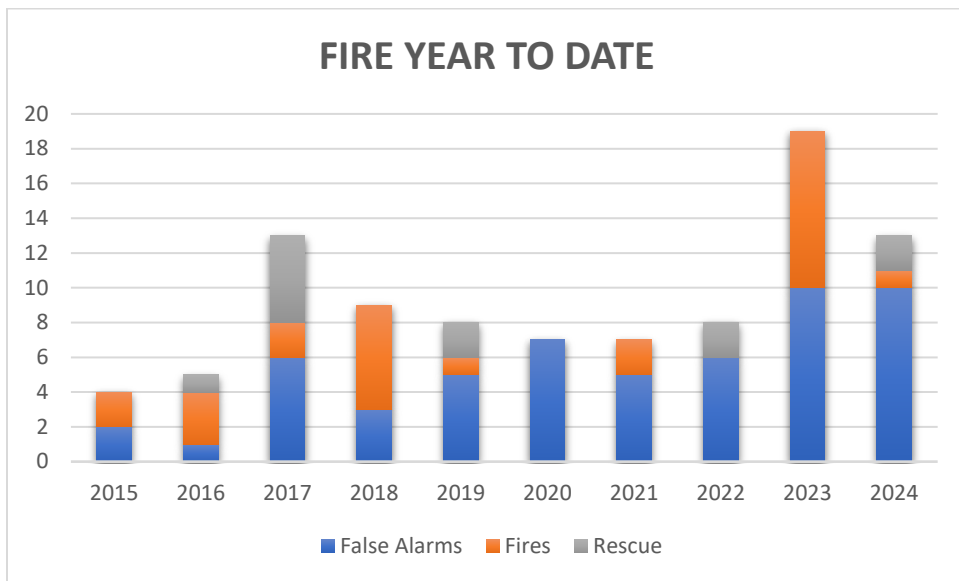
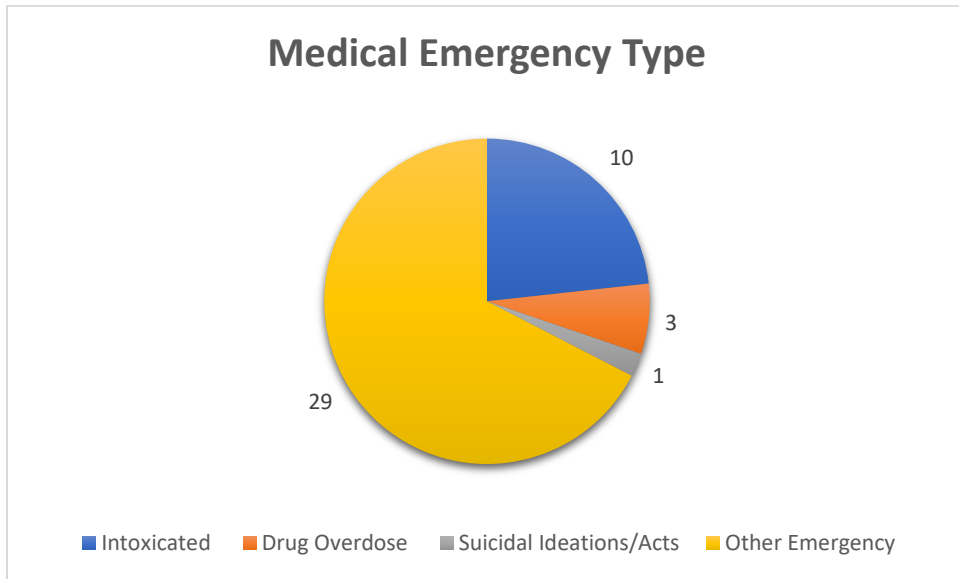


REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 18th, 2024

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT





REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 18th, 2024

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

MAINTENANCE

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

None

Prepared by:

Travis Wright
Director Protective Services/Fire Chief
Date: March 14th, 2024

Reviewed By:

Glenn Smith
Senior Administrative Officer
Date: March 14th, 2024



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: March 18th 2024

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 February 2024 as presented.

BACKGROUND:

Recreational Programming

Youth Programming

After School Club programming continued throughout the month of February. Registered attendance decreased slightly this month, though the program was still running at 98% capacity on a weekly basis. Registered attendance increased when compared to last February where the program was 78% full on a weekly basis. After School Club participants continue to attend programming at the library every Tuesday afternoon. Registered participants are also given the opportunity to skate and swim on a weekly basis.

After School Club is fully funded through the Child and Youth Resiliency grant and the Youth Contributions grant from Municipal and Community Affairs.

Fitness Programming

Regular fitness programming continued this month, with 7 instructor-led fitness classes and 3 supervised Lift and Learn sessions targeted at sectors of the population who may not feel comfortable exercising in a gym on their own. The Seniors Lift and Learn blocks remain the most popular of these sessions, with 23 seniors drop-ins this month.

One hundred thirty-five (135) individuals attended instructor led fitness classes this month, which is a 22% decrease from January 2024. Attendance was also slightly lower this month when compared to February 2023, when 154 individuals attended instructor led fitness classes.

One additional community member completed the Schwinn Indoor Cycling Online Classic certification this month. This instructor will begin teaching 3 lunch spin classes per week in March.

Community Programming

New Horizons for Seniors Grant: Department of Recreation staff received confirmation that \$25,000 funding will be renewed for the 2024-25 fiscal year. The program and funding will support seniors programming to promote healthy ageing, social participation, and inclusion of seniors. This grant will be used to develop low to no cost seniors programming, both within the



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 18th 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Hay River Community Centre and in partnership with other groups and agencies in the community.

February programs and activities funded via the New Horizons for Seniors Program:

- Seniors Coffee: This weekly program continues to be well attended at the Community Centre every Tuesday. An average of 9 seniors attended each Tuesday, which is a slight decrease from 11 weekly participants in January.
- Seniors Snowshoe continued this month. This bi-weekly program is partnership with the Hay River Ski Club. Twenty (20) seniors attended the Seniors Snowshoe walk this month.
- Seniors Valentine's Day Tea & Luncheon: Department staff organized a Valentine's Day Tea & Luncheon at the Hay River Community Centre, which was attended by 34 seniors.

Full Moon Snowshoe:

This program is run in partnership with the Hay River Ski Club and is free for community members to attend. Seven (7) community members attended Full Moon Snowshoe in January, guided by a volunteer from the Hay River Ski Club.

NWT Association of Communities Conference and AGM:

The Hay River Community Centre was host to the NWT Association of Communities conference from February 28 – March 2. The NWTAC booked multiple rooms and spaces for this event, which was very successful. The department's Programming and Maintenance staff received very positive feedback from several NWTAC representatives and conference attendees.

Walk to Tuk:

The Walk to Tuk has concluded for this year. The Recreation Programming Supervisor created a Hay River Community Centre Team comprised of 16 community members. Collectively, the team walked a total of 1925km, successfully walking all the way to Tuktoyaktuk.

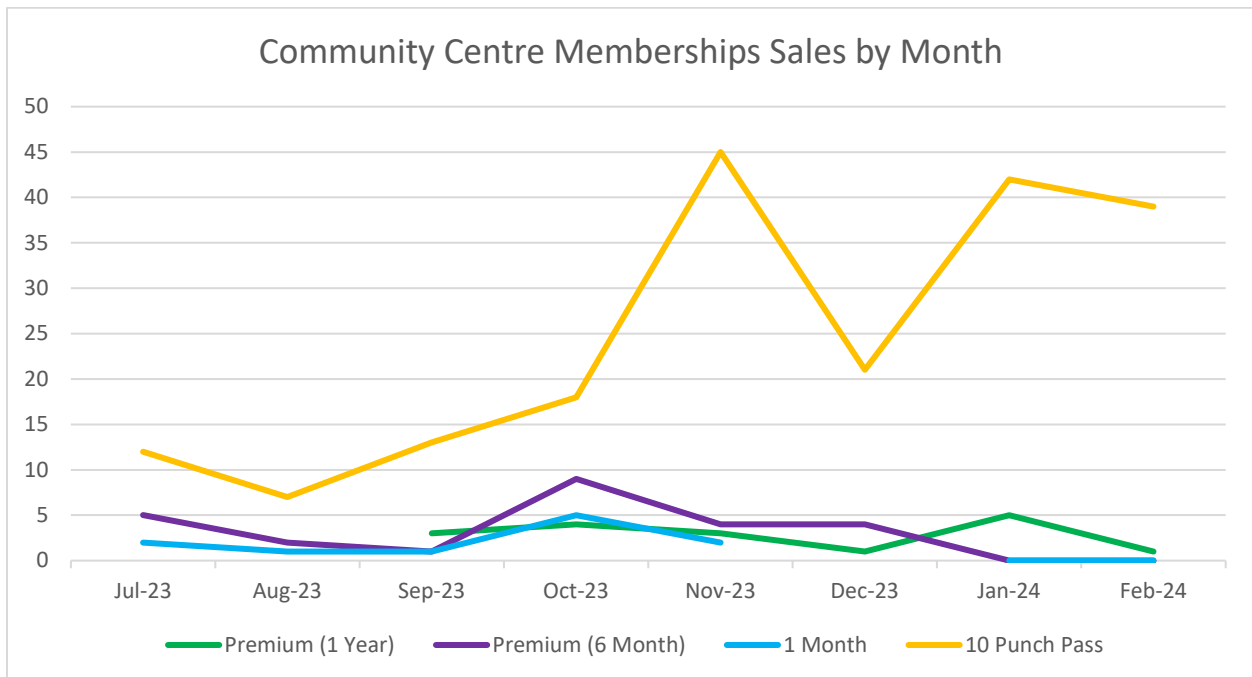
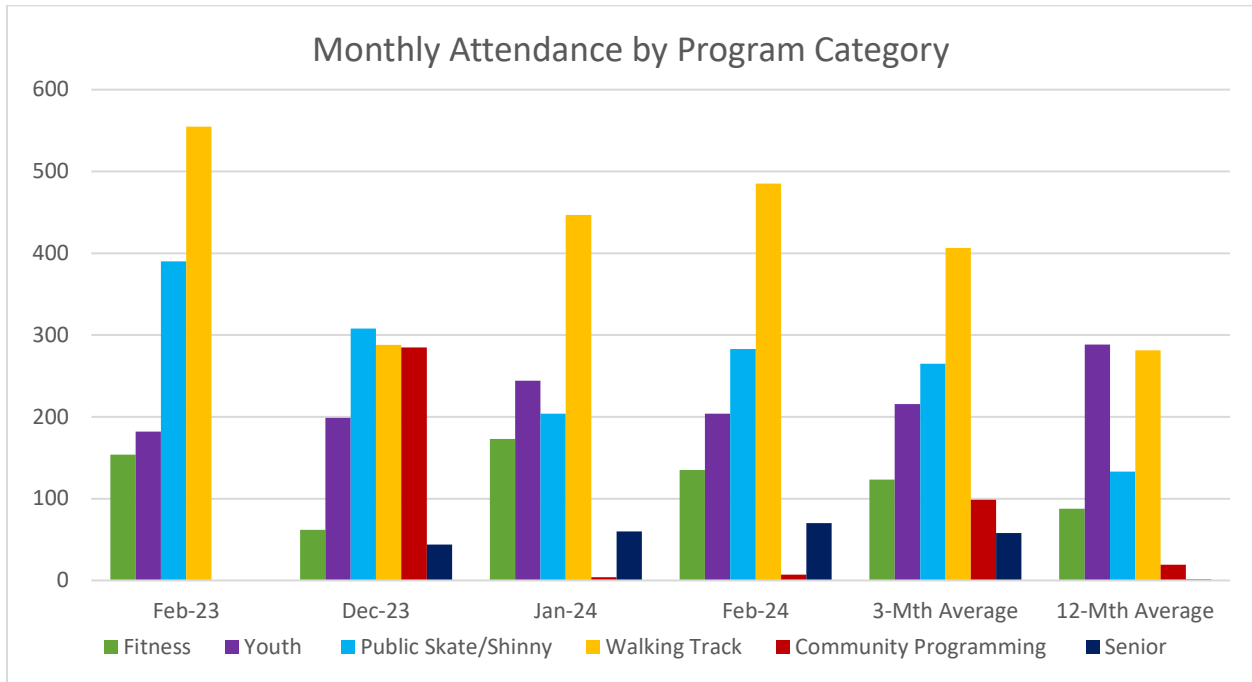


REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 18th 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Recreation Programming Statistics

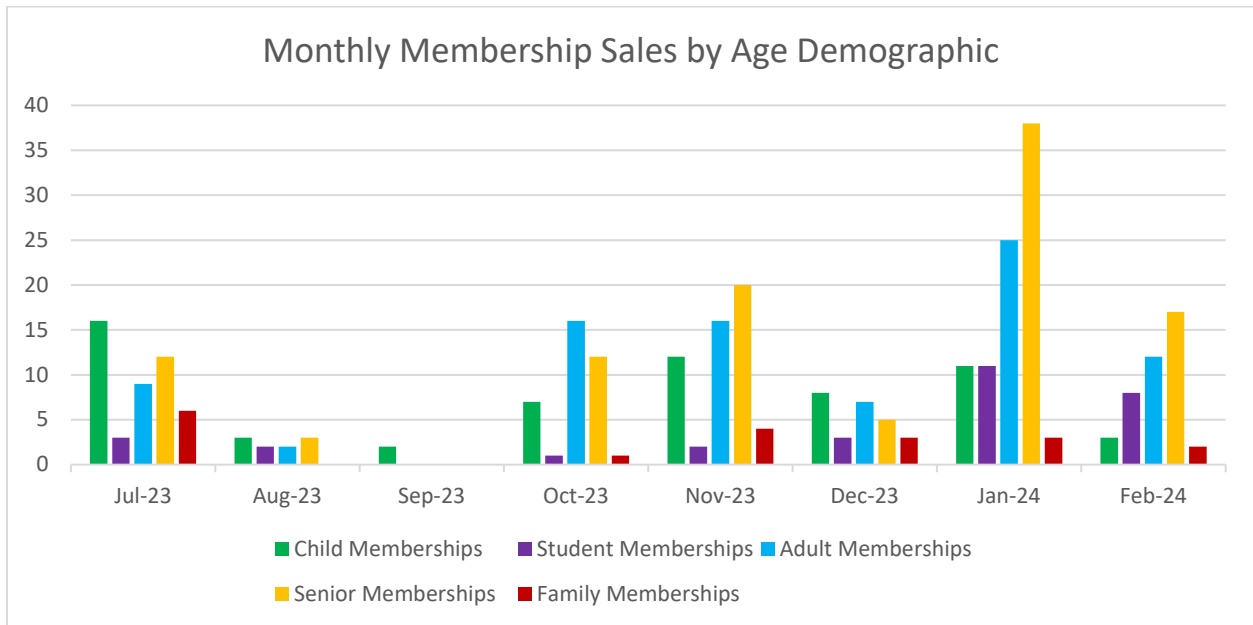




REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: March 18th 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT



Aquatics

General

The pool continues to operate smoothly with little to no disruption to regular programming. The hot tub was closed from January 23rd to February 4th due to water leaking from the jet inlets. It was reopened on February 5th. However, the jet pump motor had to be replaced so there are currently no jets but the water remains hot and there have been no complaints from the public.

Staffing

The Don Stewart Aquatic Centre currently has 11 staff including 2 full time Senior Lifeguard, 5 part-time casual Lifeguards and 4 assistant lifeguards.

An Aquatic Staff in-service was held on February 10th. Staff discussed cleaning routines, various First Aid topics. Staff also reviewed the Aquatic team's responsibilities outlined in the Hay River Community Centre evacuation plan.

Attendance

February attendance (1515) was up compared to January 2024 (1273) mostly due to swimming lesson enrollment and was comparable to February 2023 (1546).



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 18th 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Open Swim blocks remain the busiest and most attended, with up to 50 swimmers attending some of those swims.
- Open swim numbers were lower compared to December and January. This is likely due to fewer hockey tournaments being hosted this month, and no school holidays.
- Aquafit fitness classes occurs every Thursday morning, with an average of 11 participants attending.

Swimming Lessons and Special Programming

The Swim Team practices 2 times per week with an average of 12 swimmers regularly attending. They have 2 coaches, and the Aquatic Supervisor assists with coaching as needed once to twice a month. They are hoping to host a swim meet in Nov 2024.

Swimming lessons began February 5th and run until the week of March 18th. Enrollment is as follows:

- Preschool Levels: 26 swimmers
- Swimmer Levels: 19 swimmers
- Swim Patrol Levels: 6 swimmers
- Swim Instructor Certification: 7 staff members

The Aquatics team has advertised the following 2024 calendar for swimming lessons and Lifesaving Society training. Information specific to registration will be advertised closer to each course/session.

<u>Youth Swim Lessons</u>		<u>National Lifesaving Society Courses</u>	
February-March	8 weekly sessions	Standard First Aid	March 9-10 th (16hrs total)
April-June	8 weekly sessions	Bronze Med/Cross	April 2-5 th (32 hrs total)
July 8 th -18 th	2x4 weekly sessions	National Lifeguard	May (40hrs total)
July 22 nd - Aug 1 st	2x4 weekly sessions	Beach Attendant Training	June (4hrs + prerequisites)
Aug 12 th - 22 nd	2x4 weekly sessions		

Annual Aquatic Centre Shutdown – August 26th to September 20th

Oct 1 st – Nov 21 st	8 weekly sessions	Swim Instructor	Dec to January (40hrs)
--	-------------------	-----------------	------------------------

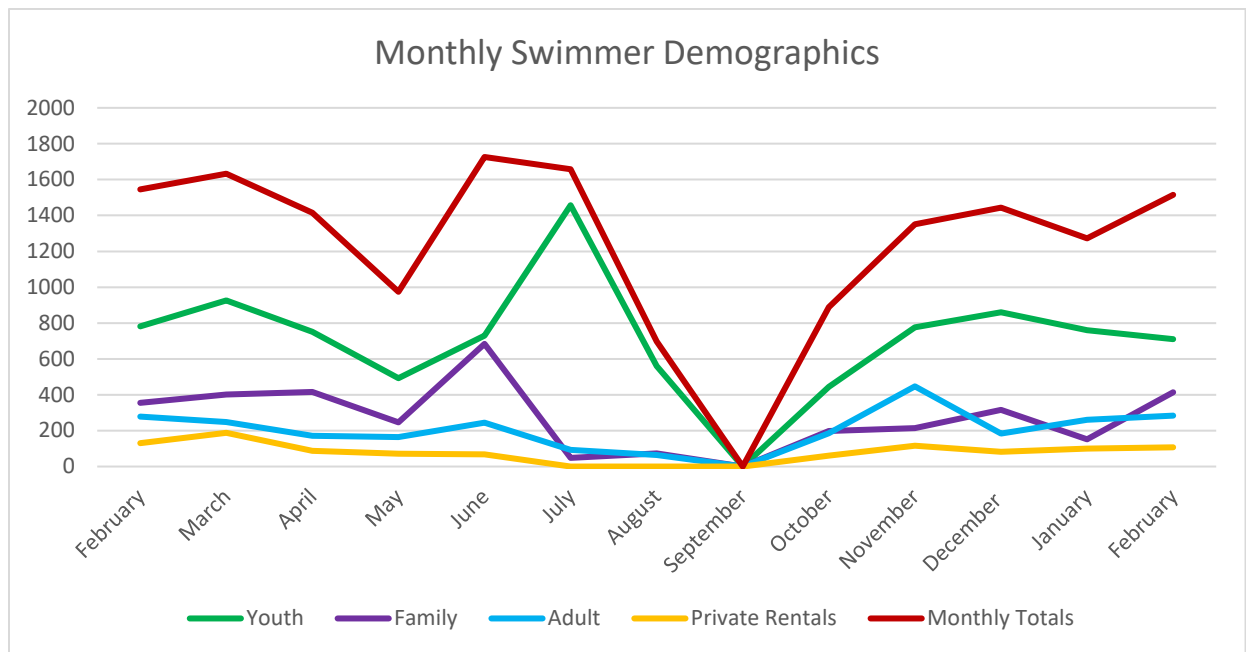
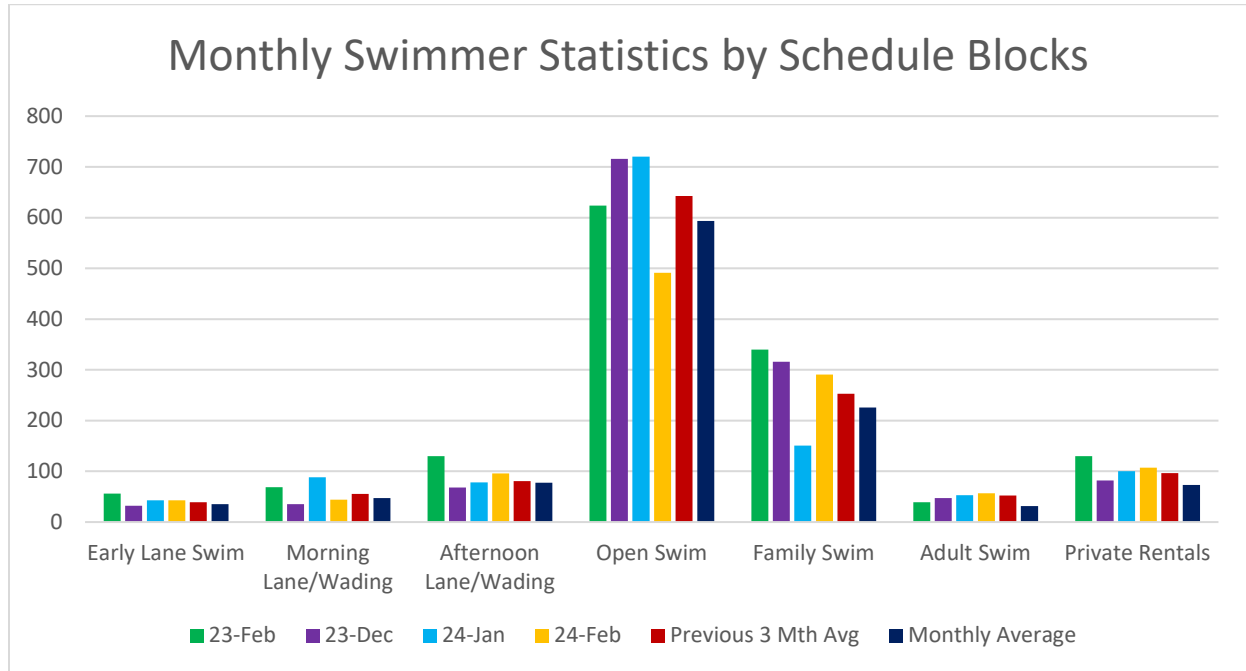


REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: March 18th 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Don Stewart Aquatic Centre Statistics





REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 18th 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Facilities and Maintenance

Don Stewart Aquatic Centre:

- Mechanical systems operating smoothly with no major disruptions to programming.
- Hot tub closed from January 23rd to February 4th.
 - Some parts received and installed February 5th.
 - Circulation and filtration systems functional – tub has been open since Feb 5th.
 - Replacement jet pump has been ordered and is expected shortly.
- Weekly walkthrough of aquatic centre with Maintenance and Aquatics staff.
- Weekly vacuuming of pool and hot tub.
- Steam room boiler repair by local contractor/

Aurora Ford Arena and Hay River Curling Club ice preparation:

- Daily and weekly maintenance and servicing of ice resurfacer.
- Alberta refrigeration technician completed midseason inspection of ice plant and refrigeration system. No concerns raised.
- Routine daily ice maintenance and weekly measurements of ice depth.
- Regular resupply of propane and blades for ice resurfacer.
- Arena boiler 1 repair by local contractor - replacement of ignitor.
- Ice plant compressor 2 repair by local electrical contractor.

Other Community Centre Maintenance Items:

- Ongoing building inspections, preventative maintenance, etc.
- Monthly fire extinguisher and safety checks.
- Regular inspections of fleet vehicles and equipment.
- Snow and ice removal around the building, with support from Public Works as needed.
- Maintenance and adjustments to HVAC systems as per weather conditions.
- Public Works Department supported snow clearing and sanding of parking lot to reduce safety risk during warm weather conditions.
- Wall patching and painting underway (Doug Wieterman Hall and Community Hall).
- Supported preparations and takedown for NWT Association of Communities conference.
- Ordered and installed solenoids for sinks in main lobby washrooms.

Parks and Greenspaces:

- Garbage containers emptied weekly in downtown core and at greenspaces and trails.
- Regular litter pickup and weekly checks of Town sites and assets in the downtown core.
- Maintenance of outdoor skating rinks as per weather conditions.



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 18th 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Regular safety inspections and clean up of playgrounds and greenspaces.
- Supported Polar Pond Hockey preparations and takedown.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Prepared by:
Stephane Millette
Director Recreation and Community Services
Date: March 13th, 2024

Reviewed by:
Glen Smith
Senior Administrative Officer
Date: March 13th, 2024



REPORT TO COUNCIL

DEPARTMENT: Bylaw and Policy Committee

DATE: March 18, 2024

SUBJECT: Seniors Exemption from Ambulance Service Fees

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to revise the Fees and Charges Bylaw 2458 to bill Alberta Blue Cross directly for ambulance services provided to residents who are 60 years and older as recommended by the Bylaw and Policy Committee.

BACKGROUND:

Subject to meeting the eligibility criteria, residents of the Town of Hay River who are 65 years or older are exempt from ambulance fees for calls within municipal boundaries. The current program results in about \$61,500 of loss revenues per year, which is ultimately borne by taxpayers.

The Alberta Blue Cross administers benefits to seniors who are 60 years or older on behalf of the Government of the Northwest Territories. In some circumstances, the benefit program provides 100 percent coverage for ambulance services provided to seniors within the Northwest Territories.

It is recommended that Administration move forward with billing Alberta Blue Cross directly for ambulance services provided to seniors who are 60 years of age or older. Billing Alberta Blue Cross directly would;

- Alleviate the financial burden on the Town and ultimately on taxpayers for providing ambulance services to seniors.
- Streamline the process for recovering the costs for providing ambulance services to seniors.
- Support the increased demand for ambulance services as the aging population continues to grow.

Seniors would not be billed directly for ambulance fees under this recommendation.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Ambulance Service Fees Bylaw 2232/PS/11
Fees and Charges Bylaw 2458

FINANCIAL IMPLICATIONS:

Recovery of about \$61,000 in loss revenues.

ALTERNATIVES:



REPORT TO COUNCIL

DEPARTMENT: Bylaw and Policy Committee

DATE: March 18, 2024

SUBJECT: Seniors Exemption from Ambulance Service Fees

Continue to exempt seniors from ambulance service fees.

Prepared by:
Abena Nyarko
Director of Finance

Reviewed by:
Glenn Smith
Senior Administrative Office



REPORT TO COUNCIL

DEPARTMENT: Bylaw and Policy Committee **DATE:** March 18, 2024

SUBJECT: Bylaw Development Prioritization Schedule

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the update to the Bylaw Development Prioritization Schedule as recommended by the Bylaw and Policy Committee.

BACKGROUND:

Council maintains a Bylaw Development Prioritization Schedule to guide the focus of Administration and the Bylaw and Policy Committee as it pertains to updates and development of bylaws. Bylaws on the Schedule support various initiatives identified within the Town's strategic and operational plans. The Schedule is reviewed regularly by the Bylaw and Policy Committee and brought to Council for approval.

Within the last couple of years, positive progress has been made on updating and approving bylaws identified on the schedule. This activity has improved governance controls, increased public relevance, and improved the financial sustainability of the Town.

Bylaws recommended to be added to the Schedule are:

- Taxi Bylaw
- Porritt Landing Bylaw
- Local Emergency Management Organization Bylaw
- Fees and Charges Bylaw – Ambulance Fees
- Water and Sewer Services Bylaw

The Bylaw and Policy Committee is recommending new deadlines for several bylaw updates and is suggesting a pause on the Seniors Tax Relief \ Disabled Persons Tax Relief Bylaw review as the GNWT is scheduled to review their related legislation.

The Schedule uses a prioritization ranking of 1 to 3 with 1 being the highest priority for bylaw development. Target completion dates and department leads are included in the schedule. Comments provide some background to the drivers of change and status information. The Schedule attached highlights in yellow, updates made since the last review by Council.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:



REPORT TO COUNCIL

DEPARTMENT: Bylaw and Policy Committee **DATE:** March 18, 2024

SUBJECT: Bylaw Development Prioritization Schedule

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Bylaw Development Prioritization Schedule

Prepared by:
Glenn Smith
SAO
March 13, 2024

Bylaw/Policy Development Prioritization Schedule

Last Approved: July 25, 2023

Changes since last review highlighted

Line#	Priority	Bylaw/Policy	Department Lead	Last Update	Target Date to Committee	Status	Comments
11	2	Cemetery Bylaw	Finance	2016	Aug-24	In Progress	Fee update included in Fees and Charges Bylaw. General update recommended.
12	2	Land Administration Bylaw	SAO	2014	Aug-24	Not Started	Extent of edits may be impacted by GNWT land legislation and policies. May want changes as part of Fraser Place development. Consideration of Housing Plan strategies including development incentives.
14	1	Unightly Bylaw	Protective Services	2016	Apr-24	Not Started	General improvements to language to remove vagueness. Align with beautification interests. Improvements to derlict property management.
15	3	Animal Control Bylaw	Protective Services	2006	Sep-24	Not Started	Fee update part of Fees and Charges Bylaw and strengthen clauses and fines
16	1	Public Behaviour Bylaw	Protective Services	n/a		Completed	public behaviour bylaw as an option. Issues of enforcement - where do people go. Social issues committee recommendation to implement
17	2	Zoning and Building Bylaw	PWS	2022	May-24	Not Started	Addition of voluntary penalties. Currently determined through court process.
18	3	Traffic Bylaw	Protective Services	2021	May-24	Not Started	Towing and storing collection and enforcement problems with current bylaw
19	1	Seniors Tax Relief \ Dissabled Persons Tax Relief	Finance	2019	hold	In Progress	Introduction of a maximum threshold. Tightneing of eligibility defintions. Fin Com has provided previous direction
20	3	Water & Sewer Services Bylaw	Finance	2019	Sep-24	Not Started	Addition of non metered rates for secondary lines (ie. Fire suppression). High consumption exemption clause.
21	1	Taxi Bylaw	Protective Services	2021	May-24	Not Started	Removal of restrictive clauses that do not provide safety benefit so to reduce barriers to entry. Tie with community transportation services study.
22	1	Porritt Landing Bylaw	Recreation	2020	Mar-24	In Progress	Slip classifications based on vessel length (Type A, Type B and Type C). Rate structure reflects new slip classifications
23	1	Local Emergency Management Organization Bylaw	Protective Services	2023	Mar-24	In Progress	Delegate authorities to LEMO. Remove ambiguity. Rely on only one committee.
24	1	Fees and Charges Bylaw	Finance	2024	Mar-24	In Progress	Ambulane Fees - Bill Blue Cross for Seniors over the age of 60. Porritt Landing Rec Rates - changes to rate classifications



REPORT TO COUNCIL

DEPARTMENT: FINANCE AND ADMINISTRATION

DATE: March 18, 2024

SUBJECT: 2023 Q4 Capital Report

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2023 Q4 capital report.

BACKGROUND:

The 2023 Q4 capital report details the costs that the Town incurred from January to December 2023 (attached). As of December 31, 2023, the Town had spent \$6.5M on capital projects.

COUNCIL POLICY/STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS OR STUDIES:

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

FINANCIAL IMPLICATIONS:

Forecast revisions to projected capital expenditures for 2023.

ALTERNATIVES TO RECOMMENDATIONS:

Not to accept recommendations.

ATTACHMENTS:

Capital Spend Report Q4 2023

Submitted by:

Abena Nyarko
Director of Finance and Administration

Reviewed by:

Glenn Smith
Senior Administrative Office



Q4 2023 Capital Spend Report

Department	Project Name	Q1 2023 Changes	Q2 2023 Changes	Q3 2023 Changes	Total Changes to Capital Costs	Changes to Funding	2023 Actual Spend
Administration	Computer Equipment Replacement Program			\$ 6,000	\$ 6,000		\$ 24,059
Administration	Debt Service Community Center - CPI and Donation Portion				\$ -		\$ 594,000
Administration	Vendor EFT Implementation			-\$ 40,000	-\$ 40,000		\$ -
Administration	Asset Management System Implementation				\$ -		\$ 4,353
Recreation	Aquatic Centre small MAU retrofit project				\$ -		\$ -
Recreation	Bob McMeekin Park Enhancements		\$ 60,000		\$ 60,000	\$ 60,000	\$ 282,846
Recreation	Children's Activity Centre Equipment				\$ -		\$ -
Recreation	Community Centre Security Cameras				\$ -		\$ -
Recreation	Dog park				\$ -		\$ -
Recreation	Don Wright Park Revitalization				\$ -		\$ -
Recreation	Downtown Beautification and Accessibility Project				\$ -		\$ 286,887
Recreation	Golf and ski club building retrofits project			-\$ 15,000	-\$ 15,000	-\$ 15,000	\$ 38,000
Recreation	Hay River Golf Course - Golf Green Replacements				\$ -		\$ -
Recreation	Ice Resurfacers				\$ -		\$ -
Recreation	Keith Broadhead Field Replacement - Flood				\$ -		\$ 3,964
Recreation	Ray Benoit Rink Replacement (Multi Sport Surface)				\$ -		\$ -
Recreation	Replace Playground Fall Zones				\$ -		\$ -
Recreation	Riding Mower Replacements		\$ 8,552		\$ 8,552		\$ 38,552
Recreation	Skatepark Upgrades				\$ -		\$ -
Recreation	Small Capital Program - Aquatics				\$ -		\$ -
Recreation	Small Capital Program - Facilities and Parks		-\$ 14,827		-\$ 14,827		\$ -
Recreation	Small Capital Program - Programming				\$ -		\$ -
Recreation	Vale Island Multi-Use Recreation Area		\$ 120,000		\$ 120,000	\$ 120,000	\$ 18,840
Tourism and Economic Development	Small Capital Program - Tourism and Economic Development				\$ -		\$ 5,750
Tourism and Economic Development	VIC Septic Tank Replacement				\$ -		\$ -
Tourism and Economic Development	Visitor Information Wayfinder Signage Development				\$ -		\$ -
Land Development	Aspen Heights Subdivision Development				\$ -		\$ -
Land Development	Fraser Place Subdivision Development				\$ -		\$ 1,189,772
Land Development	Sundog Subdivision Development				\$ -		\$ 582,798
Transportation and Public Works - Roads	553 - Pine Crescent Upgrades				\$ -		\$ 37,370
Transportation and Public Works - Roads	553 - Preliminary Drainage Plan				\$ -		\$ -
Transportation and Public Works - Roads	Airport Road Repair and Upgrade				\$ -		\$ 17,897
Transportation and Public Works - Roads	Beaver Cres. Water, Sewer and Drainage Replacement				\$ -		\$ 3,914
Transportation and Public Works - Roads	Capital Drive Watermain, Sidewalk and Roadworks				\$ -		\$ 107,173
Transportation and Public Works - Roads	Industrial Drive Base Upgrade, Paving and Underground	\$ 232,032			\$ 232,032		\$ 1,241,126
Transportation and Public Works - Roads	Paradise Road Repair and Replacement				\$ -		\$ -
Transportation and Public Works - Roads	Riverview Drive Upgrades				\$ -		\$ 829,523
Transportation and Public Works - Other	Biomass District Heating System				\$ -		\$ -
Transportation and Public Works - Other	Delancey Estates Drainage Enhancements	-\$ 95,000			-\$ 95,000		\$ -
Transportation and Public Works - Other	Fire Hall/Town Hall Demolition				\$ -		\$ 243,938
Transportation and Public Works - Other	Hazardous Waste Removal				\$ -		\$ 48,300
Transportation and Public Works - Other	Hearse Replacement				\$ -		\$ -
Transportation and Public Works - Other	Industrial Area Drainage				\$ -		\$ -
Transportation and Public Works - Other	Infrastructure Planning and Studies	-\$ 52,032			-\$ 52,032		\$ -
Transportation and Public Works - Other	Liftstation 1 Flood Mitigation				\$ -		\$ 15,750
Transportation and Public Works - Other	Lift station 1 Repair and Replacement				\$ -		\$ -



Q4 2023 Capital Spend Report

Department	Project Name	Q1 2023 Changes	Q2 2023 Changes	Q3 2023 Changes	Total Changes to Capital Costs	Changes to Funding	2023 Actual Spend
Transportation and Public Works - Other	Miron Storm Outlets Improvements				\$ -		\$ 1,798
Transportation and Public Works - Other	Miron/ John Mapes/ Riverbend Storm and Sewer Manhole Upgrades				\$ -		\$ 6,500
Transportation and Public Works - Other	Municipal Solid Waste Facility (Phase I and II)		\$ 500		\$ 500		\$ 45,500
Transportation and Public Works - Other	New Town Hall				\$ -		\$ 106,485
Transportation and Public Works - Other	New Weigh Scale at Landfill	\$ 15,000			\$ 15,000		\$ 59,286
Transportation and Public Works - Other	Pumps and Generator Replacements at Lift Stations				\$ -		\$ -
Transportation and Public Works - Other	Sander				\$ -		\$ -
Transportation and Public Works - Other	Shoreline Flood Mitigation				\$ -		\$ 29,963
Transportation and Public Works - Other	Storm Backflow Flood Valves				\$ -		\$ -
Transportation and Public Works - Other	Tire Recycling Program			\$ 2,350	\$ 2,350	\$ 2,350	\$ 52,350
Transportation and Public Works - Other	Vale Island Truck Fill Station Tank Replacement	\$ 50,000			\$ 50,000		\$ 31,408
Transportation and Public Works - Other	Vale Island Truck Potable Water Study	-\$ 100,000		-\$ 100,000	-\$ 200,000		\$ -
Transportation and Public Works - Other	Vale Island/West Channel Drainage				\$ -		\$ -
Transportation and Public Works - Other	Water Treatment Plant Feasibility Study and Preliminary Design				\$ -		\$ 106,842
Protective Services	AED Replacement				\$ -		\$ -
Protective Services	Bylaw Truck Replacement		\$ 29,000		\$ 29,000		\$ -
Protective Services	Drone for Flood Monitoring		-\$ 500		-\$ 500		\$ 2,492
Protective Services	Heavy Rescue Truck Replacement			\$ 250,000	\$ 250,000		\$ -
Protective Services	Sparky Mascot		-\$ 2,000		-\$ 2,000		\$ -
		\$ 50,000	\$ 200,725	\$ 103,350	\$ 354,075	\$ 167,350	\$ 6,057,435

Unplanned Spending

Administration	2022 Flood Response Addition						\$ 2,300
Administration	Server Room Air Conditioning Replacement						\$ 5,150
Protective Services	GNWT-MACA one time additional funding used for the purchase of tools which was budgeted for 2029					\$ 136,725	\$ 113,290
Transportation and Public Works - Other	Lift Stn System Upgrade - (Incl. Stn #8)						\$ 2,075
Transportation and Public Works - Roads	Caribou Cres Water & Sewer Upgrades						\$ 287,468
Transportation and Public Works - Roads	Wildfire Watermain upgrades						\$ 55,700
	Additional Transfer from O&M Budget					\$ 50,000	
		\$ -	\$ -	\$ -	\$ -	\$ 186,725	\$ 465,982
		\$ 50,000	\$ 200,725	\$ 103,350	\$ 354,075	\$ 354,075	\$ 6,523,417



REPORT TO COUNCIL

COMMITTEE: Finance and Administration **DATE:** March 11, 2024

SUBJECT: 2023 Q4 Unaudited Consolidated Statement of Operations

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2023 Q4 unaudited consolidated Statement of Operations.

BACKGROUND:

The 2023 Q4 Statement of Operations showed an operating surplus of \$381K at the end of the year, mainly due to decreased expenditures as a result of the wildfire evacuations.

COUNCIL POLICY / STRATEGY OR GOAL:

Fiscal responsibility and transparency

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

FINANCIAL IMPLICATIONS:

Unaudited consolidated Statement of Operations are approved by Council.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2023-Q4 Unaudited Consolidated Statement of Operations

Prepared by:
Abena Nyarko
Director of Finance

Reviewed by:
Glenn Smith
Senior Administrative Officer



Q4- 2023 Unaudited Consolidated Statement of Operations

Revenue/Expense	Lookup	2023 Budget	2023 Actuals	Variance Actuals vs Budget	% of Total Budget Used
Revenue	Ambulance Billings	(550,300)	(473,052)	77,248	86%
	Fire Hall	(35,000)	(7,001)	27,999	20%
	Franchise Fee	(340,000)	(339,809)	191	100%
	Government Transfers For Operating	(2,712,500)	(2,805,674)	(93,174)	103%
	Government transfers for water and sewer	(1,095,000)	(1,096,568)	(1,568)	100%
	Grants/ Donations	(202,000)	(773,968)	(571,968)	383%
	Interest Revenues	(105,000)	(204,883)	(99,883)	195%
	Land Sales, Lease And Development	(1,165,000)	(688,788)	476,212	59%
	Landfill Revenues	(125,000)	(181,601)	(56,601)	145%
	Licenses & Permits	(150,000)	(117,109)	32,891	78%
	Other Revenue From Own Sources	(285,000)	(284,247)	753	100%
	Property Taxes	(6,852,143)	(6,854,196)	(2,053)	100%
	Recreation Advertising	(35,000)	(20,931)	14,069	60%
	Recreation Ice Revenues	(5,000)	(5,702)	(702)	114%
	Recreation Other Revenues	(15,000)	(59,463)	(44,463)	396%
	Recreation Program Revenues	(60,000)	(57,994)	2,006	97%
	Recreation Rental Revenues	(276,000)	(224,511)	51,489	81%
	Sale of Services	(110,000)	(74,810)	35,190	68%
	Tourism Revenue	(30,400)	(14,453)	15,947	48%
	Water And Sewer Revenues	(2,175,000)	(2,030,702)	144,298	93%
Revenue Total		(16,323,343)	(16,315,462)	7,881	100%

Forecast	Variance to Forecast
(477,300)	73,000
(11,000)	24,000
(340,000)	0
(2,715,500)	(3,000)
(1,095,000)	0
(1,376,000)	(1,174,000)
(310,000)	(205,000)
(465,000)	700,000
(125,000)	0
(150,000)	0
(202,000)	83,000
(6,852,143)	0
(35,000)	0
(5,000)	0
(15,000)	0
(60,000)	0
(236,000)	40,000
(110,000)	0
(30,400)	0
(2,110,000)	65,000
(16,720,343)	(397,000)

Comments Actuals vs Budget
Due to lower than anticipated revenues as a result of the wildfire evacuations.
Mainly due to increased O&M funding from MACA.
Mainly due to MACA's reimbursement for the wildfires.
Due to higher interest revenues earned on investments.
Mainly due to the delayed sales of Frasier Place which has been pushed to 2024.
Due to increased tipping fee revenues as a result of the flood and wildfires.
Due to the closure of the arena as a result of the wildfires.
Mainly due to decreased consumption and suspension of late payment penalties as a result of the 2023 August wildfire.



Q4- 2023 Unaudited Consolidated Statement of Operations

Revenue/Expense	Lookup	2023 Budget	2023 Actuals	Variance Actuals vs Budget	% of Total Budget Used
Expense	Bank Charges and Interest	60,000	61,386	1,386	102%
	Contracted and general services	3,109,250	2,460,791	(648,459)	79%
	Insurance	260,000	287,488	27,488	111%
	Interest on LTD	350,000	350,000	0	100%
	Materials and supplies	3,353,056	3,497,405	144,349	104%
	Mayor and council expenses	171,099	128,094	(43,005)	75%
	Provision for bad debts	40,000	40,000	0	100%
	Salaries, wages and benefits	5,253,538	5,509,116	255,578	105%
	Utilities - electricity	795,100	950,526	155,426	120%
	Utilities - fuel	931,300	649,877	(281,423)	70%
Expense Total		14,323,343	13,934,683	(388,660)	97%
Grand Total		(2,000,000)	(2,380,779)	(380,779)	119%

Forecast	Variance to Forecast
60,000	
2,776,250	(333,000)
288,400	28,400
350,000	
3,569,056	216,000
171,099	
40,000	
5,606,538	353,000
925,100	130,000
931,300	
14,717,743	394,400
(2,002,600)	(2,600)

Comments Actuals vs Budget
<p>Mainly due to;</p> <ul style="list-style-type: none"> -\$250K postponed asphalt repairs due to the wildfires. -\$151K lower than anticipated consultant costs from General Government Services mainly from the delayed land claims and economic development plan. -\$121K lower than anticipated contracted costs from Water and Sewer Services due to lower costs for trucked water as a result of lower consumption and favourable fuel rates. -\$97K decreased maintenance costs for the arena due to the closure of the facility as a result of the wildfires. -\$73K lower than anticipated contracted expenditure for lands due to the delayed development of Frasier Place. <p>This is offset by increased maintenance costs for the landfill.</p>
<p>Mainly due to expenditures from the wildfires.</p>
<p>Mainly due to;</p> <ul style="list-style-type: none"> +235K higher than anticipated compensation to the firefighters and employees as a result of the wildfires. +20K higher than anticipated employee costs.
<p>Mainly due to;</p> <ul style="list-style-type: none"> +89K higher than anticipated electricity costs for street lighting. +47K higher than anticipated electricity costs for the arena. +13K higher than anticipated electricity costs for the water treatment plant. <p>The 2023 budget overestimated the fuel costs; consumption also decreased for 2023.</p>



REPORT TO COUNCIL

COMMITTEE: Bylaw and Policy Committee

DATE: March 18, 2023

SUBJECT: Local Emergency Management Organization

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report on proposed amendments to the Town of Hay River Emergency Measures Bylaw No. 2190/PS/23 as recommended by the Bylaw and Policy Committee.

BACKGROUND:

The Town of Hay River Emergency Measures bylaw governs the responsibilities and actions of Council as a designated local authority during emergency events in accordance with Government of the Northwest Territories (GNWT) legislation and other guidelines.

The bylaw establishes an emergency management organization, and a coordinator for the organization, and delegates various responsibilities for preparedness, response, and recovery activities to the coordinator. It also specifies the duties of Council during an emergency.

A review of the bylaw was completed by the Town administration as part of an update to the Community Emergency Management Plan (Plan). The review identified some inconsistencies with current legislation and GNWT guidelines and opportunities to better align with terminology, systems, and other elements of the pending update to the Plan. The legislation and guidelines included:

- MACA Community Emergency Plan Template 2022
- NWT Cities, Towns and Villages Act 2003
- NWT Emergency Management Act 2018
- NWT Emergency Plan 2018
- NWT Hazard Identification Risk Assessment 2024
- NWT Occupational Health & Safety Regulations 2015

The proposed bylaw eliminates the need for a second Emergency Management Organization through the designation of responsibilities to the Local Emergency Management Organization (LEMO) which is an organization defined by the NWT Emergency Management Act. The proposed bylaw grants Council and Town staff membership through the Plan, and requires the Plan to be reviewed and approved by Council annually. The duties of the LEMO are presented in the Plan.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:



REPORT TO COUNCIL

COMMITTEE: Bylaw and Policy Committee

DATE: March 18, 2023

SUBJECT: Local Emergency Management Organization

Town of Hay River Emergency Measures By-Law 2190/PS/17
Civil Emergency Measures Act
Cities, Towns and Villages Act

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Emergency Measures Bylaw – Redlined

Prepared by:
Glenn Smith
SAO
Date: March 14, 2024

Reviewed by:

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A LOCAL EMERGENCY MEASURES-MANAGEMENT ORGANIZATION

WHEREAS the Council of the Town of Hay River is responsible for the direction and control of its emergency response and is required, under the ~~Civil-Emergency Measures-Management Act, SNWT 2018, c.17, R.S.N.W.T. 1988, c. C-9 and Section 28 of the Cities, Towns and Villages Act, S.N.W.T. 2008, c.22~~ to prepare and approve Emergency Response Plans and programs; appoint an Emergency Measures Committee; establish and maintain a Local Emergency Measures Management Organization; appoint a Coordinator of the Local Emergency Measures Management Organization and establish the duties of the Coordinator; and prepare, adopt, and maintain local emergency plans and programs; and is required, under Section 28 of the Cities, Towns and Villages Act, SNWT 2003, c.22, to hold an emergency meeting in order to declare a State of Local Emergency;

NOW THEREFORE the Council of the Municipal Corporation of the Town of Hay River in regular session duly assembled hereby enacts as follows:

1. Title

This By-law may be referred to as the Town of Hay River Emergency Measures-Management By-law.

2. Interpretation

In this by-law:

- a) "Act" means ~~Civil-Emergency Measures-Management Act, SNWT 2018, c.17 RSNWT 1988, c C-9~~, as amended;
- b) "Coordinator of the Local Emergency Measures Management Organization" means the person appointed as the Coordinator under Section 5 of this by-law;
- c) "Council" means the Council of the Municipal Corporation of the Town of Hay River;
- d) "Emergency" means ~~an urgent, abnormal event that demands prompt coordination of resources to mitigate serious risks present or imminent event that is affecting or could affect the health, safety or welfare of people or is damaging or could damage property;~~
- e) "Emergency Measures Organization" means the organization established under this by law;
- f) "Community Emergency Management Committee" means the committee established under this by law;
- g)e) "Emergency Plan" means the ~~Community~~ Emergency Measures-Plan of the Town;

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A LOCAL EMERGENCY MEASURES-MANAGEMENT ORGANIZATION

- f) “Local Authority” means the elected council of a community government, responsible for community emergency management.
- g) “Local Emergency Management Organization” means the organization established under this by-law;
- h) “Minister” means the Minister of Municipal and Community Affairs, who is responsible for the Act;
- i) “SAO” means the Senior Administrative Officer of the Town of Hay River or designate;-
- j) “Town” means the Municipal Corporation of the Town of Hay River; and
- k) “Town Limits” means the corporate limits of the Town as established from time to time.

3. Local Authority

The Council of the Municipal Corporation of the Town of Hay River is considered a Local Authority under the Act and is therefore responsible for community emergency management.

~~3. Community Emergency Management Committee~~

~~There is hereby established a Community Emergency Management Committee to participate in emergency planning activities and provide support to the emergency measures organization when its capacity is exceeded. :-~~

4. Local Emergency Measures-Management Organization

There is hereby established a Local Emergency Measures-Management Organization to act as the agent of Council to carry out its statutory powers and obligations under the Act, notwithstanding sections 6 and 7 of this by-law,; provided that the Emergency Measures Organization shall not have the power: to appoint its own members; to recommend approval of the Town's Emergency Plans and programs; and/or to exercise any of the powers contained in Section 6 and 9 of this By-law.

5. Coordinator

The Senior Administrative Officer of the Town ~~or designate~~ is hereby appointed the Emergency Coordinator of the Local Emergency Measures-Management Organization Coordinator of the Town.

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A LOCAL EMERGENCY MEASURES-MANAGEMENT ORGANIZATION

The Senior Administrative Officer may designate the Local Emergency Management Organization Coordinator authorities during emergency planning, response, or recovery events.

Formatted: Normal, Indent: Left: 0 cm

Formatted: Font: (Default) Arial

~~6. The Director of Protective Services of the Town or designate is hereby appointed the Emergency Operations Coordinator of the Emergency Measures Organization of the Town.~~

6. Delegation of Duties

- a) Council hereby delegates the following responsibilities to the Local Emergency Management Organization Coordinator:
 - i) Emergency Plan development and maintenance; and
 - ii) Annual provision of the Emergency Plan to the Head of the Northwest Territories Emergency Management Organization.

- b) Council hereby delegates responsibility for emergency response to the Local Emergency Management Organization, including:
 - i) Implementing the Emergency Plan during a State of Local Emergency;
 - ii) Entering into agreements and making payments for the provision of services for emergency management;
 - iii) Authorizing the temporary engagement of volunteers to carry out emergency management;
 - iv) Evacuating residents within or outside of the community; and
 - v) Compensating owners of property acquired, used, damaged, or destroyed by the Town during emergency response.

7. Council Duties

- a) Council is the sole body authorized to declare, renew, and/or terminate a State of Local Emergency for the Town:
 - i) Council may, at an emergency council meeting, declare, renew, or terminate a State of Local Emergency by resolution under the *Cities, Towns and Villages Act*, SNWT 2003, c.22;
 - ii) Council may only transact business relating to the emergency at an emergency council meeting;

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A LOCAL EMERGENCY MEASURES MANAGEMENT ORGANIZATION

- ~~iii) Those council members attending an emergency council meeting constitute a quorum; and~~
- ~~iv) If Council is unable to act, the Mayor may act on behalf of Council.~~

~~b) Council shall conduct an annual review and approval of the status of the Emergency Plan and related plans and programs.~~

~~:~~

- ~~By resolution, appoint three of its members to serve on the Emergency Measures Committee;~~
- ~~By resolution, appoint a Emergency Operations Coordinator of the Emergency Measures who shall do those things delegated by or required of the Coordinator of Emergency Measures in that person's absence;~~
- ~~Ensure that emergency plans and programs are prepared to address potential emergencies or disasters in the Town of Hay River;~~
- ~~Ensure the public is informed of the emergency measures program and community risks;~~
- ~~Recommend approval the Town of Hay River's emergency plans and programs; and~~
- ~~Review the status of the Emergency Plan and related plans and programs at least once each year.~~

~~a)c) Council may:~~

- ~~i) By declaration of a State of Local Emergency, conduct or authorize emergency response both inside and outside of the community; and~~
- ~~i) Subject to the *Cities, Towns and Villages Act*, SNWT 2003, c.22, by By-law borrow, levy, appropriate and expend, without consent of the electors, all sums required for the operation of the Emergency Measures Organization;~~
- ~~ii) enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs; and~~
- ~~iii) ~~ii) during or within 60 days after the declaration of a State of Local Emergency, by by-law, borrow the necessary funds sums to pay for the expenses caused by of the emergency, including payment for services provided by the Government of the Northwest Territories or by the Government of Canada where the services were provided at the request of Council under the provisions and conditions of Sections 17(4) and (5) of the Act.~~~~

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN
THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A
LOCAL EMERGENCY MEASURES MANAGEMENT ORGANIZATION

8. ~~Community~~ Local Emergency Management ~~Committee~~ Organization
Structure

The Local Emergency Management Organization ~~Community Emergency Management Committee~~ shall consist of one member of Council and the members Town of Hay River staff who are identified in the Emergency Plan. ~~the community Emergency Plan approved by Council.~~

~~The members of the Committee shall include three (3) Council members; and representatives that may include but are not limited to the:~~

- ~~The SAO;~~
- ~~The Director of Finance;~~
- ~~The Director of Public Works;~~
- ~~The Director, Protective Services~~
- ~~The Assistant Senior Administrative Officer~~
- ~~The Director of Recreation and Community Services~~
- ~~The Community Housing Manager;~~
- ~~The Powerplant Operator;~~
- ~~The Airport Manager;~~
- ~~A District Education Authority representative;~~
- ~~An RCMP representative;~~
- ~~Hay River Health and Social Services representative;~~
- ~~A Department of Infrastructure representative~~
- ~~Regional Superintendent for MACA~~
- ~~A Coast Guard Auxiliary Representative~~
- ~~A Katlodechee Representative~~
- ~~A West Point First Nations Representative~~
- ~~A Hay River Metis Government Representative~~
- ~~Northland Utilities Stitco~~

9. ~~Duties of the Community Emergency Management Committee~~

~~The Community Emergency Management Committee shall:~~

- ~~a) review the Emergency Plan and related plans and programs on a yearly basis;~~
- ~~b) Support the emergency measures organization active coordination of the emergency~~
- ~~c) Participate as an active member of the emergency measures organization if required by the emergency measures organization.~~
- ~~d) Participate in designated emergency planning meetings and table top exercises as required.~~

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN
THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A
LOCAL EMERGENCY MEASURES MANAGEMENT ORGANIZATION

~~10. Composition of the Emergency Measures Organization~~

~~The Emergency Measures Organization shall be composed of those representatives listed in the Emergency Plan of the Town of Hay River.~~

~~11. Duties of the Coordinator~~

~~The Coordinator of Emergency Measures Organization shall:~~

- ~~a) prepare and coordinate the Emergency Plan and related plans and programs for the Town of Hay River;~~
- ~~b) Ensure that someone is designated under the Emergency Plan to act as Emergency Operations Coordinator, on behalf of the Emergency Measures Organization;~~
- ~~c) submit to Council an accounting of the costs of an emergency measures response;~~
- ~~d) coordinate all emergency services and other resources used in an emergency;~~
- ~~e) develop and implement an annual public education and awareness program;~~
- ~~f) ensure that someone is designated to discharge the responsibilities specified in a), b), c) and d) above.~~

~~12.9. Amend/Repeal~~

By-law 2190/PS/17-23 is here-by ~~repealed~~.amended

~~13.10. Effect~~

This by-law shall take full force and effect upon the date that this by-law receives third and final reading.

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A **LOCAL EMERGENCY MEASURES-MANAGEMENT ORGANIZATION**

READ A FIRST TIME this ~~20th~~ day of ~~March~~, 202~~4~~**3**.

Mayor

READ A SECOND TIME this ~~20th~~ day of ~~March~~, 202~~4~~**3**.

Mayor

READ A THIRD AND FINAL TIME this day of , 202~~4~~**3**.

Mayor

CERTIFIED that this by-law has been made in accordance with the requirements of the *Cities, Towns and Villages Act*, S-N-W-T- 2003, c.22. and the by-laws of the Municipal Corporation of the Town of Hay River on this day of , 202~~4~~**3**.

Senior Administrative Officer



REPORT TO COUNCIL

COMMITTEE: POLICY AND BYLAW COMMITTEE

DATE: March 18th, 2024

SUBJECT: PORRITT LANDING MARINA REGULATIONS AND FEES

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report to Council on the proposed amendment to Porritt Landing Bylaw 2386 and the Fees and Charges Bylaw 2431 as recommended by the Town's Bylaw and Policy Committee and Recreation Committee.

BACKGROUND:

In June 2018, Council adopted Bylaw 2386 establishing fees and regulations for the Town's management of Porritt Landing Marina.

In June 2020, Council approved amendments to Bylaw 2386. Amendments were mostly esthetic in nature, though definitions and regulations were added to establish rates and regulations for short-term mooring of vessels at Porritt Landing Marina.

The Town of Hay River Recreation Committee met February 19, 2024, to review and discuss further amendments to Bylaw 2386.

The Town's Bylaw Committee also met on March 14, 2024, to review the recommendations made by Town staff and the Recreation Committee regarding the proposed amendments to By-Law 2386.

Summary of proposed amendments:

- Creation of slip categories or classifications based on vessel length:
 - o Type A: vessels 16' to 24' in length;
 - o Type B: vessels 24' or longer;
 - o Type C: vessels up to 16' in length;
- Updated rate structure to reflect the slip classifications.
- Definitions and regulations reflective of the slip classifications.

Increasing Type A and B seasonal slip passes was the lowest cost and easiest solution, given available infrastructure at the marina.



REPORT TO COUNCIL

COMMITTEE: POLICY AND BYLAW COMMITTEE

DATE: March 18th, 2024

SUBJECT: PORRITT LANDING MARINA REGULATIONS AND FEES

The proposed distribution of slip categories, increasing Type A and B slips, also reflects the vessels that moored seasonally at Porritt Landing, as well as the vessels on the Porritt Landing waiting list in recent years:

- mostly 16' to 24' in length (type B)
- seeing more larger pontoon boats also (type C)

COUNCIL POLICY / STRATEGY OR GOAL:

- Town of Hay River 2023-25 Strategic Plan

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Bylaw 2431 Fees and Charges Bylaw
- Department of Recreation 2024 Business Plan
- Porritt Landing Revitalization Plan - 2017
- Porritt Landing 2020-23 Upgrade and Expansion Plan

FINANCIAL IMPLICATIONS:

Town Management projects a \$5,000 increase in revenues per year from the sale of Seasonal Passes at Porritt Landing Marina, based on (1) the addition of 9 seasonal slips, and (2) increased fees for Type A and B vessels.

Proposed rates were calculated to offset the Town's annual operating costs at the marina.

ALTERNATIVES TO RECOMMENDATIONS:

Increase rates by 10% to offset current inflationary period.

- Projected revenue increase: \$1,375/yr based on 2024 budgeted revenues.
- Projection does not consider economical barriers in accessing recreational programming due to current inflationary period.

Increase rates by 20% to offset longer term inflationary effects.

- Projected revenue increase: \$2,750/yr based on 2024 budgeted revenues.
- Projection does not consider economical barriers in accessing recreational programming due to inflationary effects.



REPORT TO COUNCIL

COMMITTEE: POLICY AND BYLAW COMMITTEE

DATE: March 18th, 2024

SUBJECT: PORRITT LANDING MARINA REGULATIONS AND FEES

ATTACHMENTS:

- Porritt Landing Bylaw 2386 – 2024 tracked changes
- 2024 Rec Rates Schedules A&B – Tracked Changes
- Porritt Landing 2020-23 Upgrade and Expansion Plan

Prepared by:
Stephane Millette
Director of Recreation
March 14, 2024

Reviewed by:
Glenn Smith
Senior Administrative Officer
March 14, 2024

BY-LAW NO. 2386/GEN/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

BEING A BYLAW of the Municipal Corporation of the Town of Hay River in the Northwest Territories to provide for the establishment, levy and collection of fees and charges for services provided by the municipal corporation.

PURSUANT to the Cities, Towns and Villages Act, S.N.W.T., 2003, c 22, in force April 1, 2004, Section 72.

WHEREAS the Municipal Corporation of the Town of Hay River wishes to establish regulations and charge fees for the use of Porritt Landing.

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

1. That the ~~fees and~~ charges established to recover reasonable costs for the use of the municipal corporation recreational facility known as Porritt Landing are attached as Schedule "A".
2. That the fees and charges set out shall be in force upon third and final reading of the bylaw.
3. The council of the Town of Hay River hereby gives the SAO authority to approve additions or changes to Bylaw 2386 when warranted by new circumstances or needs. Any changes approved by the SAO are to be reviewed and approved by eCouncil at further updates of the Porritt Landing Bylaw.

CITATION

1. This Bylaw may be ~~cited amended~~ for all purposes as the Town of Hay River Porritt Landing Bylaw No. 2386/GEN/24.

DEFINITIONS

In this Bylaw:

"Protective Services Specialist" means a person authorized to provide bylaw enforcement services for the Town;

"Day Use" means mooring of a Watercraft at a designated day use dock or marina area for a period not exceeding One Day;

"Day Use Area" means an area designated for Day Use;

BY-LAW NO. 2386/GEN/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING**

“One Day” means a period commencing after 4:00 a.m. on one day and terminating not later than 2:00am of the following day;

“Owner” means any of:

- a) the registered owner of a motor vehicle, as determined by the Department of Motor Vehicles,
- b) a Trailer Owner; or
- a) a Watercraft Owner

~~as defined by this bylaw;~~

“Porritt Landing” means the land within the Municipal boundary of the Town of Hay River described as Lot 2133 Plan 4460, and Lot 651 Group 814 Plan 710 and the water adjoining that land;

“Season” shall be June 1st to September 25th inclusive each year, regardless of whether the water is free of ice for Watercraft use;

“Season Pass” means a pass which entitles the holder to moor one identified Watercraft for a Season in an assigned Watercraft Slip;

"Short Term Docking" means mooring of an identified Watercraft for no more than 7 days in an assigned Short-Term Docking Area;

"Short Term Docking Area" means an area designated for Short-Term Docking;

"Short Term Docking Pass" means a pass which entitles the holder to moor one identified Watercraft for no more than 7 days in an assigned Short-Term Docking Slip;

"Slip" is a designated and permitted space or berth in a marina where a Vessel can be docked or moored safely."

“Town” means the Town of Hay River;

“Trailer” means a trailer intended for the transport of a Watercraft;

“Trailer Owner” means either of a person in care and control of a Trailer while it is located at Porritt Landing or the person who is the registered owner of the Trailer as determined by the Department of Motor Vehicles;

"Type A Docking Slip": Assigned mooring location/slip for vessels with a maximum length of 16' and maximum width of 8.5'.

"Type B Docking Slip": Assigned mooring location/slip for vessels measuring 16' to

BY-LAW NO. 2386/GEN/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

24' in length and having a maximum depth of 8.5'.

"Type C Docking Slip": Assigned mooring location/slip for vessels measuring more than 24' in length.

"Vessel" means any Watercraft used or capable of being used as a means of transportation on water.

"Watercraft" means any watercraft (including personal watercraft) designed to float, plane, work or travel on water;

"Watercraft Owner" includes of the legal owner of a Watercraft and any person who is in care and control of a Watercraft;

"Watercraft Slip" means a designated area for mooring of a Watercraft for a Season;

WATERCRAFT SLIP SEASON PASSES

1. A Season Pass entitles the holder to moor one identified Watercraft in an assigned Watercraft Slip for the duration of a Season.
2. Initial Watercraft Slip Season Passes will be issued through a lottery system. Watercraft Slips will be assigned based on order of draw selection. Requests for Watercraft Slip registrations and entry into the lottery will be made public seven working days in advance of the lottery draw date.
3. Season Pass payment must be received within five business days of the draw.
4. Porritt Landing fees are identified in Bylaw 2431 – Fees and Charges Bylaw. Fees and charges can be amended or replaced when warranted by new circumstances or needs. Any changes approved by the SAO are to be reviewed and approved by Council at further updates of the Porritt Landing Bylaw and/or the Fees and Charges Bylaw.
5. A waiting list for Watercraft Slip Season Passes will be maintained by Town Administration. The initial waiting list will be populated in accordance, and in order of draws through the lottery system, and thereafter on a first come first served basis.
6. Watercraft Slip Season Pass holders will be eligible to renew their passes. Renewals will be accepted, and payment must be received yearly by the 2nd Monday of May each year by 3:00pm local time. Failure to meet registration deadline will result in offering of the Watercraft Slip to the next person on the waiting list. A person offered a Watercraft Slip through the waiting list will have five

BY-LAW NO. 2386/GEN/24

MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

working days to respond to the request and make full payment.

7. ~~Season Pass Watercraft registration decals are not transferable to another person Watercraft or Watercraft Owner.~~
8. ~~Short Term Docking fees and charges are identified in Schedule "A" of this document. Fees and charges can be amended or replaced when warranted by new circumstances or needs. Any changes approved by the SAO are to be reviewed and approved by council at further updates of the Porritt Landing Bylaw.~~
9. Only one identified Watercraft is to be moored in the identified slip at any given time. Season Pass owners can purchase up to 2 additional Season Pass decals ~~as per the Town of Hay River's Omnibus Rates Bylaw~~. Appropriate proof of ownership is required for the purchase of additional Season Pass decals.
10. A Season Pass may not be transferred to another Watercraft or Watercraft Owner without the consent of the Town.
11. If the holder of a Season Pass sells or otherwise transfers ownership of the Watercraft, the Season Pass shall not be transferred to the new owner of the Watercraft.
12. Season Pass holders who sell their Watercraft must advise the Town in writing of the date of sale and may retain their Watercraft Slip for the remainder of the Season. Failure to register a new Watercraft before the renewal deadline for the following Season will result in loss of the Watercraft Slip.
13. Season Pass holders wishing to surrender their Watercraft Slip during the Season shall notify the Town in writing of the effective date of the surrender. The Town shall provide a pro-rated refund based on the number of days left in the Season calculated from the latter of the effective date specified in the notice of surrender or the date the notice is received by the Town.
14. Season Passes shall be clearly displayed on ~~both the port (left) and starboard (right) forward half (bow)~~ the Watercraft **in a manner that is clearly visible to Town staff inspecting from shore.**
15. A Watercraft assigned a Season Pass shall not exceed the length or width **as per the slip classifications identified** in Schedule B – Porritt Landing Slip Locations Map.
16. **Previous bylaw conditions remain in effect with the original date of purchase of a season slip pass. Season passes that are non-compliant with type A, B and C classifications (created in 2024) may be renewed, if the vessel and Season Pass**

BY-LAW NO. 2386/GEN/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

Holder remain the same and as long as the pass is renewed annually.

17. No person shall dock a Watercraft in a Watercraft Slip unless that person holds a Season Pass for that Watercraft Slip.
18. All Watercraft must be removed from Porritt Landing on or before September 30th of each year.

WATERCRAFT SHORT TERM DOCKING PASSES

19. A Short-Term Docking Pass entitles the holder to moor one identified Watercraft in an assigned Short Term Docking Slip.
20. Short Term Docking fees are identified in [Bylaw 2431 – Fees and Charges Bylaw](#). Fees and charges can be amended or replaced when warranted by new circumstances or needs. Any changes approved by the SAO are to be reviewed and approved by Council at further updates of the Porritt Landing Bylaw [and/or the Fees and Charges Bylaw](#).
21. A Short-Term Docking Pass may not be transferred to another Watercraft without the consent of the Town.
22. If the holder of a Short-Term Docking Pass sells or otherwise transfers ownership of the Watercraft, the Season Pass shall not be transferred to the new owner of the Watercraft.
23. A Watercraft assigned a Short-Term Docking Pass shall not exceed the length or width identified in the Watercraft Slip permit.
24. Attachments to a Watercraft shall not extend into the walkway when the Watercraft is moored in such a manner as to interfere with foot traffic.
25. No person shall dock a Watercraft in a Short-Term Docking Slip unless that person holds a Short-Term Docking Pass for that Watercraft Slip.
26. All Watercraft must be removed from Porritt Landing on or before September 30th of each year.

DAY USE MOORING

27. No fees or charges apply to Watercraft moored in the Day Use Area.
28. No person shall permit a Watercraft to be moored at Porritt Landing Marina for

BY-LAW NO. 2386/GEN/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

more than One Day within the Day Use Area, **without the purchase of a Short-Term Docking Pass.**

PARKING

29. No person shall park a vehicle or a Trailer other than in a designated parking area.
30. No person shall park a vehicle or Trailer for more than One Day.

WAIVER OF LIABILITY

31. The Town shall not be liable for damage to vehicles, Trailers, Watercraft or people using Porritt Landing **Marina.**

GENERAL

32. All persons using the Porritt Landing **Marina** shall do so at their own risk.
33. The Town shall not be responsible for any damage or injury sustained to any Watercraft, vehicle or person in the area known as Porritt Landing **Marina.**
34. All dogs shall be kept on a leash while at ~~the~~ Porritt Landing **Marina** unless they are contained in a vehicle or Watercraft.
35. A person must comply with all applicable bylaws, Territorial and Federal statutes and regulations when using or occupying Porritt Landing;
36. A Watercraft Owner shall ensure the safe mooring of their Watercraft.
37. A Watercraft Owner shall furnish and maintain their own lines and chaffing gear. Chaffing gear shall be attached to the Watercraft or tied to the floats; no other type of fastening is permitted.
38. No person shall moor a Watercraft other than in an area identified for mooring.
39. No person shall moor a Watercraft in a manner that interferes unreasonably with the mooring or access of another Watercraft.
40. No person shall fuel a Watercraft while it is moored.
41. No person shall place or store flammable liquids, oily rags, or other debris, on floats or municipal property, and any costs associated with the cleanup will be charged to the Watercraft owner responsible.

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

42. No person shall store supplies, materials, accessories, articles, or debris anywhere on Porritt Landing Marina other than a refuse container.
43. No person shall construct any lockers, chests, cabinets or other structures, or otherwise modify docks in any way.
44. No person shall conduct on-site repairs or maintenance of a Watercraft without the prior written consent of the **Director of Recreation and Community Services**.
45. Walkways and fingers must be kept free of tenders, dinghies, materials, debris, carpeting and equipment at all times.
46. Attachments to a Watercraft shall not extend into the walkway when the Watercraft is moored in such a manner as to interfere with foot traffic.
47. Children under the age of 12 must be under the supervision of a person 12 years or age or older at all times.
48. No person shall dispose of fish or fish parts in any waste container other than one identified for that purpose.

ENFORCEMENT

49. Any Bylaw Enforcement Officer may enforce this bylaw in the course of their duties.
50. Any Bylaw Enforcement Officer may order a person who does anything contrary to this bylaw to leave the Porritt Landing area immediately, or within a period of time specified by the Bylaw Enforcement Officer, and every person so ordered shall comply with the order and leave the Porritt Landing area immediately or within the specified time period;
51. Tickets issued for parking offences shall be issued to the motor vehicle's owner, unless otherwise indicated in this by-law.
52. No person shall hinder, oppose, molest or obstruct a Bylaw Enforcement Officer in the discharge of their duties;
53. Any Bylaw Enforcement Officer, Peace Officer or emergency personnel, while acting in the course of their duties, are exempt from the provisions of this bylaw.
54. The Town may remove any vehicles, Watercraft Trailers or Watercraft that are parked or moored in violation of this bylaw at the Owner's expense and risk and the cost thereof shall be a debt due from the Owner to the Town.

BY-LAW NO. 2386/GEN/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

PENALTIES

55. A person who violates this bylaw is subject to a fine of \$250 unless an alternate amount is identified in Schedule "A".
56. The Town reserves the right to cancel the Season Pass of any Season Pass holder who is in violation of this bylaw.

REPEAL

57. That Bylaw No. 2386/GEN/~~18-24~~ is hereby amended.

BY-LAW NO. 2386/GEN/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

READINGS AND ADOPTION

READ a first time this day of , 2024.

Mayor

READ a second time this day of 2024

Mayor

READ a third and final time this day of 2024.

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, c.22, in force April 1, 2004 and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2024.

Senior Administrative Officer

BY-LAW NO. 2386/GEN/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

SCHEDULE "A"
Schedule of Charges and Penalties

<u>OFFENSE</u>	<u>FINE</u>
Additional Season Pass decals (max 2 additional passes)	\$50/boat/yr
Short Term Docking Pass	\$30/day
Parking a Watercraft without an appropriate pass	\$300
Parking a vehicle or Watercraft Trailer in a no parking area	\$ 300
Parking a vehicle or Watercraft Trailer in excess of the One Day time limit	\$300
Mooring a Watercraft in excess of the One Day time limit in the Day Use Area	\$ 300
Failure to properly display registration decals	\$ 100
Failure to remove moored Watercraft by September 30 th	\$ 300
Fueling a Watercraft while moored	\$300
Failure to keep a dog on a leash	\$75





All fines paid and received at the Town of Hay River (Town Hall) before the court date indicated on the ticket, shall be reduced by fifty (50%) percent off the total fine amount indicated on the ticket. This shall only apply for offences indicated in this bylaw.

BY-LAW NO. 2386/GEN/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

SCHEDULE "B"
Porritt Landing Slip Locations Map



	<u>Slip Classification</u>	<u>Annual Fee</u>	<u>Vessel Length</u>	<u>Vessel Width</u>	<u>Vessel Depth</u>
	Type B (slips # 1 to 14)	\$470/season	16' to 24'	8.5' max width	tbd
	Type C (slips 15 to 22)	\$500/season	24' and longer	n/a	tbd
	Type A (slips # 23 to 27)	\$550/season	16' max length	8.5' max width	tbd
	Day use & short-term docking	\$30/day	16' for #28 & 29 and 25' for #30	8.5' max width	tbd

Porritt Landing 2020-2023
Upgrade and Expansion Plan

Legend
Line Measure

Current seasonal slips (#1-16)

2022+ seasonal slip expansion (THR has title and there is existing metal docking, though very old)

2020 Winter Brushing and Mulching Phase 2 (tentative but THR has title)

2020 Winter Brushing and Mulching Phase 1 (discussions underway with MTS)

2020 new seasonal slips (#17-22)

<p>Zone A</p>	<p>Proposed use:</p> <ul style="list-style-type: none"> - 2019 : day use docking; - 2020 : day use and short term slips; - 2021: seasonal slips, short term slips and day use; 	<p>Work required:</p> <ul style="list-style-type: none"> - Winter 2020: brushing and mulching; - Spring 2020: grey plastic docks used for short term and day use; - Spring/Summer 2020: trail and landscape improvement; - Fall 2020: Improve shoreline stability via gabion baskets; - Fall 2020: Dredging (Fisheries&Oceans permits likely required); - Summer 2021: combo of grey plastic and new docking used;
---------------	---	--

Appendix A - Facility Rates and Fees

Category	Rate structure	2023 rates	2024 rates
General Drop in rates			
Yth/Senior (2-12yrs)			
Drop-in fee	per visit	\$ 2.75	\$ 2.75
10 punch pass	10 visits	\$ 24.50	\$ 24.50
Premium Mthly Memberships	1 month	n/a	n/a
	6 month	\$ 150.00	\$ 150.00
	1yr	\$ 225.00	\$ 225.00
Student (13-18 yrs)			
Drop-in fee - student	per visit	\$ 4.00	\$ 4.00
10 punch pass - student	10 visits	\$ 34.50	\$ 34.50
Premium Mthly Memberships	1 month	n/a	n/a
	6 month	\$ 250.00	\$ 250.00
	1yr	\$ 375.00	\$ 375.00
Adult (19-54 yrs)			
Drop-in fee - adult	per visit	\$ 6.00	\$ 6.00
10 punch pass - adult	10 visits	\$ 54.00	\$ 54.00
Premium Mthly Memberships	1 month	n/a	n/a
	6 month	\$ 375.00	\$ 375.00
	1yr	\$ 570.00	\$ 570.00
Family (max 5 people)			
Drop-in fee - family	per visit	\$ 12.00	\$ 12.00
10 punch pass - family	10 visits	\$ 108.00	\$ 108.00
Premium Mthly Memberships	1 month	n/a	n/a
	6 month	\$ 750.00	\$ 750.00
	1yr	\$ 1,100.00	\$ 1,100.00

* Premium Monthly Memberships include: (1) free access to all drop-in programming, (2) free access to THR delivered group programming, (3) advanced registration for THR delivered programs.

** Summer Heat Day Camp and After School Youth Programs excluded from premium monthly membership privileges.

Fitness Drop-In Rates			
Senior (+55yrs)			
Fitness Drop-In - senior	per visit	\$ 5.25	\$ 5.25
10 punch fitness - senior	10 visits	\$ 47.50	\$ 47.50
Student			
Fitness Drop-In - student	per visit	\$ 7.00	\$ 7.00
10 punch fitness - student	10 visits	\$ 63.00	\$ 63.00
Adult			
Fitness Drop-In - adult	per visit	\$ 8.50	\$ 8.50
10 punch fitness - adult	10 visits	\$ 76.00	\$ 76.00
Youth Programming			
After School Club (2hrs/day)	daily	\$ 7.50	\$ 7.50
Half Day Youth Programs (i.e. early school dismissal)	half day	\$ 15.00	\$ 15.00
Full Day Youth Programming (i.e. teacher PD Days, etc.)	daily	\$ 30.00	\$ 30.00
Summer Heat Day Camp	season	\$ 550.00	\$ 550.00
Summer Heat Day Camp	weekly	\$ 125.00	\$ 125.00
summer heat early drop off and late pickup	season	\$ 100.00	\$ 100.00

Arena Ice Surface Fees			
Arena Birthday Party Package	1hr on ice and 1 hr in rental room	\$ 140.00	\$ 140.00
Adult			
Arena Ice Surface - adult	hourly rate	\$ 173.25	\$ 173.25
	hourly rate (non-prime)	\$ 110.00	\$ 110.00
Arena Ice Surface - adult daily (10% reduction)	based on >10hrs (incl. rental room)	\$ 1,559.25	\$ 1,559.25
Arena Ice Surface - adult full wknd (30% reduction)	based on >30hrs (incl. rental room)	\$ 3,638.25	\$ 3,638.25
Youth			
Arena Ice Surface - youth	hourly	\$ 103.95	\$ 103.95
	hourly rate (non-prime)	\$ 60.00	\$ 60.00
Arena Ice Surface - youth daily (10% reduction)	based on >10hrs (incl. rental room)	n/a bc	n/a bc
Arena Ice Surface - youth full wknd (30% reduction)	based on >30hrs (incl. rental room)	reduced rate	reduced rate
Offseason - adult			
Offseason - adult	hourly rate	\$ 173.25	\$ 173.25
Offseason - adult daily (10% reduction)	based on >10hrs (incl. rental room)	\$ 1,559.25	\$ 1,559.25
Offseason - adult full wknd (30% reduction)	based on >30hrs (incl. rental room)	\$ 3,638.25	\$ 3,638.25
Offseason - local user groups			
Offseason - local user groups	hourly rate	\$ 87.00	\$ 87.00
Offseason- local user groups	based on >10hrs (incl. rental room)	\$ 780.00	\$ 780.00
Offseason - user group full wknd (30% reduction)	based on >30hrs (incl. rental room)	\$ 1,819.00	\$ 1,819.00

* Free room rental included in ice surface weekend rentals is for duration of the ice rental only.

** Room to be included will be determined by type of rental, operational requirements and other possibly other bookings.

Ball Field Fees			
Wkend Tournament - adult	per weekend per field	\$ 505.00	\$ 505.00
Field Hourly Rental- adult	hourly	\$ 75.00	\$ 75.00
Wkend Tournament - youth	per weekend per field	\$ 505.00	\$ 505.00
Field Hourly Rental- youth	hourly	\$ 75.00	\$ 75.00
League Fees - adult season	per team	\$ 660.00	\$ 660.00
League Fees - adult monthly	per team	\$ 360.00	\$ 360.00
League Fees - youth season	per team	\$ 325.00	\$ 325.00
League Fees - youth monthly	per team	\$ 175.00	\$ 175.00

Aquatics Centre Fees			
Birthday Party Swim package (max 15 people)	1 hr in pool 1 hr in rental room	\$ 140.00	\$ 140.00
Pool rental - full facility (corporate)	hourly	\$ 234.00	\$ 234.00
Pool rental - full facility (youth/family)	hourly	\$ 140.00	\$ 140.00
Pool Lane Rental - adult	hourly	\$ 25.00	\$ 25.00
Swimming lessons			
8 swim lessons - preschool	8 x 30 minutes	\$ 63.00	\$ 63.00
8 swim lessons - swimmer levels	8 x 45 minutes	\$ 69.50	\$ 69.50
Private lessons (1 kid only)	30 minutes each	\$ 32.00	\$ 32.00
Semi private lessons (2-3)	per session per kid	\$ 25.00	\$ 25.00
Bronze Star	per course	\$ 189.00	\$ 189.00
Bronze Medallion	per course (18hrs)	\$ 252.00	\$ 252.00
Bronze Cross	per course (20hrs)	\$ 252.00	\$ 252.00
First Aid Certification	per course	\$ 252.00	\$ 252.00
National Lifesaving Society Certification	per course (40hrs)	\$ 377.50	\$ 377.50
NLS Recertification	per course (4-5hrs)	\$ 144.50	\$ 144.50
NLS Instructor Certification	per course (40hrs)	\$ 377.00	\$ 377.00
Jr lifeguard club	9 lessons	\$ 132.25	\$ 132.25
Jr lifeguard club	per week	\$ 19.00	\$ 19.00

Room Rental Fees			
Multipurpose Room	daily	\$ 605.00	\$ 605.00
Multipurpose Room	hourly	\$ 132.00	\$ 132.00
Multipurpose Room - local user groups	daily	\$ 247.50	\$ 247.50
Multipurpose Room- local user groups	hourly	\$ 66.00	\$ 66.00
Doug Wietermann Room	daily	\$ 605.00	\$ 605.00
Doug Wietermann Room	hourly	\$ 132.00	\$ 132.00
Doug Wietermann Room - local user groups	daily	\$ 247.50	\$ 247.50
Doug Wietermann Room - local user groups	hourly	\$ 66.00	\$ 66.00
Community Hall	daily	\$ 761.20	\$ 761.20
Community Hall	hourly	\$ 192.50	\$ 192.50
Community Hall - local user groups	daily	\$ 380.60	\$ 380.60
Community Hall - local user groups	hourly	\$ 96.25	\$ 96.25
Summer Curling Rink	daily	\$ 900.00	\$ 900.00
Summer Curling Rink	hourly	\$ 154.00	\$ 154.00
Summer Curling Rink - local user groups	daily	\$ 450.45	\$ 450.45
Summer Curling Rink - local user groups	hourly	\$ 96.25	\$ 96.25
Rec Centre Parking Lot Rental	hourly rate	\$ 87.00	\$ 87.00
Rec Centre Parking Lot - daily (10% reduction)	based on 10+ hrs rental	\$ 780.00	\$ 780.00
Rec Centre Parking Lot - partial wknd (15% reduction)	based on 20+ hrs rental	\$ 1,473.00	\$ 1,473.00
Rec Centre Parking Lot - full wknd (30% reduction)	based on 30+ hrs rental	\$ 1,819.00	\$ 1,819.00
Rental room user additional setup time	75% of hourly rate up to 5 hrs	as per space	as per space
Rental room user additional setup time	50% of hourly rate up to 10 hrs	as per space	as per space

* Local user groups make regularly scheduled use of THR Recreation Facilities at applicable rates. Local user groups also participate in seasonal scheduling as per THR's Recreation Policy.

Equipment Rentals			
Stageline SL75 Mobile Stage - daily	based on >10hrs rental	\$ 780.00	\$ 780.00
Stageline SL75 Mobile Stage - partial wknd	based on 20+ hrs rental	\$ 1,473.00	\$ 1,473.00
Stageline SL75 Mobile Stage - full wknd	based on 30+ hrs rental	\$ 1,819.00	\$ 1,819.00
THR Small Modular Stage - daily		\$ 250.00	\$ 250.00
THR Small Modular Stage - partial wknd	based on >20hrs	\$ 400.00	\$ 400.00
THR Small Modular Stage - full wknd	based on >30hrs	\$ 500.00	\$ 500.00
* Delivery within town limits with setup and takedown of stage included in rental fees.			
Fundraising or non-profit table rental (no delivery)	daily	\$ 20.00	\$ 20.00
Chairs (offsite rental, no delivery)	daily	\$ 3.00	\$ 3.00

BBQ (no propane supplied) (\$50 deposit required)	daily	\$ 150.00	\$ 150.00
Flip Chart (on site)	daily	\$ 20.00	\$ 20.00
Projector (on site)	daily	\$ 75.00	\$ 75.00
4 Piece Modular Glow Bar and Service Counter	daily	\$ 150.00	\$ 150.00
deliver/pickup charge and/or additional staff	hourly	\$ 50.00	\$ 50.00
special event coordination fee	per day of rental	\$ 120.00	\$ 120.00
Porritt Landing			
Type A Watercraft	season pass	\$ 470.00	\$ 470.00
	3 year renewal	\$ 1,410.00	\$ 1,410.00
Type B Watercraft	season pass	n/a	\$ 500.00
	3 year renewal	n/a	\$ 1,500.00
Type C Watercraft	season pass	n/a	\$ 550.00
	3 year renewal	n/a	\$ 1,650.00
Additional Seasonal Slip Sticker (maximum of 2)	per vessel per season	\$ 50.00	\$ 50.00
Short Term Docking Slip	daily	\$ 15.00	\$ 15.00
Fishermen's Wharf Pavilion			
Summer Season Rental (June-August)			
hourly rate	per hour	\$ 157.00	\$ 157.00
daily rate	per day	\$ 900.00	\$ 900.00
Offseason Rental (September-May)			
hourly rate	per hour	\$ 187.00	\$ 187.00
daily rate	per day	\$ 1,200.00	\$ 1,200.00
* Rentals include electrical, picnic tables, garbage cans, 1 outhouse and access to booths on site.			
** Offseason premium rate based on propane use, installation of wall system, snow removal and other additional setup needs.			
*** Additional stage, equipment and/or setup fees apply as per appropriate rate in Schedule A.			



REPORT TO COUNCIL

DEPARTMENT: ADMINISTRATION

DATE: March 18th, 2024

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillors Willows and Chambers from the Regular Meeting of Council, Monday, March 18th, 2024

BACKGROUND:

Councillors Willows and Chambers have asked to be excused from the Regular Meeting of Council, Monday, March 18th, 2024

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: March 15th, 2024

Reviewed by:



Bylaw No. 2458A

9a) Amendment to Fees and Charges Bylaw

BY-LAW NO. 2458A
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 2 of Schedule "B" of Bylaw No. 2431, as amended, and replacing with Part 2 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 22nd day of January, 2024 A.D.

Mayor

THIS BY-LAW READ A SECOND TIME this 22nd day of January, 2024 A.D.

Mayor

THIS BY-LAW READ a Third and Final Time this 5th day of February, 2024 A.D.

Mayor

BY-LAW NO. 2458A
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

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 5th day of February, 2024.

Senior Administrative Officer

**BY-LAW NO. 2458A
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER**

SCHEDULE A

PART 2 – Ambulance Fees (non-taxable)

Ambulance Services	Resident	Non-Resident
In Town Service	\$600	\$850
Highway	\$700	\$1,925 + \$2.5/km
Medivac	\$2,200 + \$100 per waiting hour after the first hour	\$2,200 + \$100 per waiting hour after the first hour

Services provided to residents who are 60 years of age or older will be billed directly to their insurance provider.



Bylaw No. 2450B

9b) Amendment to Fees and Charges Bylaw

BY-LAW NO. 2450B
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 a portion of Part 7 of Schedule “B” of Bylaw No. 2431, as amended, and replacing with Part 7 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 , 2024 A.D.

Mayor

THIS BY-LAW READ A SECOND TIME this day of , 2024 A.D.

Mayor

BY-LAW NO. 2450B
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

THIS BY-LAW READ a Third and Final Time this day of , 2024 A.D.

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 , 2024.

Senior Administrative Officer

BY-LAW NO. 2450B
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

SCHEDULE A

PART 7 – Recreation Fees and Charges

Porritt Landing

Type A Watercraft		
	Season Pass (per Watercraft)	\$470
	3-year renewal (per Watercraft)	\$1410
Type B Watercraft		
	Season Pass (per Watercraft)	\$500
	3-year renewal (per Watercraft)	\$1500
Type C Watercraft		
	Season Pass (per Watercraft)	\$550
	3-year renewal (per Watercraft)	\$1750
	Additional Season Pass decals (max 2 additional passes)	\$50/boat/yr
	Short Term Docking Pass	\$30/day



Bylaw No. 2190/PS/24

9C) Local Emergency Management Organization Bylaw

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A LOCAL EMERGENCY MANAGEMENT ORGANIZATION

WHEREAS the Council of the Town of Hay River is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act*, SNWT 2018, c.17, to establish and maintain a Local Emergency Management Organization; appoint a Coordinator of the Local Emergency Management Organization and establish the duties of the Coordinator; and prepare, adopt, and maintain local emergency plans and programs; and is required, under Section 28 of the *Cities, Towns and Villages Act*, SNWT 2003, c.22, to hold an emergency meeting in order to declare a State of Local Emergency;

NOW THEREFORE the Council of the Municipal Corporation of the Town of Hay River in regular session duly assembled hereby enacts as follows:

1. Title

This by-law may be referred to as the Town of Hay River Emergency Management By-law.

2. Interpretation

In this by-law:

- a) “**Act**” means *Emergency Management Act*, SNWT 2018, c.17, as amended;
- b) “**Coordinator of the Local Emergency Management Organization**” means the person appointed as the Coordinator under Section 5 of this by-law;
- c) “**Council**” means the Council of the Municipal Corporation of the Town of Hay River;
- d) “**Emergency**” means an urgent, abnormal event that demands prompt coordination of resources to mitigate serious risk;
- e) “**Emergency Plan**” means the Community Emergency Plan of the Town;
- f) “**Local Authority**” means the elected council of a community government, responsible for community emergency management.
- g) “**Local Emergency Management Organization**” means the organization established under this by-law;
- h) “**Minister**” means the Minister of Municipal and Community Affairs, who is responsible for the Act;
- i) “**SAO**” means the Senior Administrative Officer of the Town of Hay River or designate;
- j) “**Town**” means the Municipal Corporation of the Town of Hay River; and

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A LOCAL EMERGENCY MANAGEMENT ORGANIZATION

- k) **“Town Limits”** means the corporate limits of the Town as established from time to time.

3. Local Authority

The Council of the Municipal Corporation of the Town of Hay River is considered a Local Authority under the Act and is therefore responsible for community emergency management.

4. Local Emergency Management Organization

There is hereby established a Local Emergency Management Organization to act as the agent of Council to carry out its statutory powers and obligations under the Act, notwithstanding sections 6 and 7 of this by-law.

5. Coordinator

The Senior Administrative Officer of the Town is hereby appointed the Local Emergency Management Organization Coordinator.

The Senior Administrative Officer may designate the Local Emergency Management Organization Coordinator authorities during emergency planning, response, or recovery events.

6. Delegation of Duties

- a) Council hereby delegates the following responsibilities to the Local Emergency Management Organization Coordinator:
- i) Emergency Plan development and maintenance; and
 - ii) Annual provision of the Emergency Plan to the Head of the Northwest Territories Emergency Management Organization.
- b) Council hereby delegates responsibility for emergency response to the Local Emergency Management Organization, including:
- i) Implementing the Emergency Plan during a State of Local Emergency;
 - ii) Entering into agreements and making payments for the provision of services for emergency management;
 - iii) Authorizing the temporary engagement of volunteers to carry out emergency management;
 - iv) Evacuating residents within or outside of the community; and
 - v) Compensating owners of property acquired, used, damaged, or destroyed by the Town during emergency response.

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN
THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A
LOCAL EMERGENCY MANAGEMENT ORGANIZATION**

7. Council Duties

- a) Council is the sole body authorized to declare, renew, and/or terminate a State of Local Emergency for the Town:
 - i) Council may, at an emergency council meeting, declare, renew, or terminate a State of Local Emergency by resolution under the *Cities, Towns and Villages Act*, SNWT 2003, c.22;
 - ii) Council may only transact business relating to the emergency at an emergency council meeting;
 - iii) Those council members attending an emergency council meeting constitute a quorum; and
 - iv) If Council is unable to act, the Mayor may act on behalf of Council.

- b) Council shall conduct an annual review and approval of the Emergency Plan.

- c) Council may:
 - i) By declaration of a State of Local Emergency, conduct or authorize emergency response both inside and outside of the community; and
 - ii) Subject to the *Cities, Towns and Villages Act*, SNWT 2003, c.22, during or within 60 days after the declaration of a State of Local Emergency, by by-law, borrow the necessary sums to pay expenses caused by the emergency, including payment for services provided by the Government of the Northwest Territories or by the Government of Canada where the services were provided at the request of Council.

8. Local Emergency Management Organization Structure

The Local Emergency Management Organization shall consist of one member of Council and the Town of Hay River staff identified in the Emergency Plan.

9. Repeal

By-law 2190/PS/23 is hereby repealed.

10. Effect

This by-law shall take full force and effect upon the date that this by-law receives third and final reading.

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN
THE NORTHWEST TERRITORIES TO PROVIDE FOR THE ESTABLISHMENT OF A
LOCAL EMERGENCY MANAGEMENT ORGANIZATION**

READ A FIRST TIME this day of , 2024.

Mayor

READ A SECOND TIME this day of , 2024.

Mayor

READ A THIRD AND FINAL TIME this day of , 2024.

Mayor

CERTIFIED that this by-law has been made in accordance with the requirements of the *Cities, Towns and Villages Act*, SNWT 2003, c.22. and the by-laws of the Municipal Corporation of the Town of Hay River on this day of , 2024.

Senior Administrative Officer



Bylaw No. 2386/24

9d) Porritt Landing Bylaw

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

BEING A BYLAW of the Municipal Corporation of the Town of Hay River in the Northwest Territories to provide for the establishment, levy and collection of fees and charges for services provided by the municipal corporation.

PURSUANT to the Cities, Towns and Villages Act, S.N.W.T., 2003, c 22, in force April 1, 2004, Section 72.

WHEREAS the Municipal Corporation of the Town of Hay River wishes to establish regulations and charge fees for the use of Porritt Landing.

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

1. That the charges established to recover reasonable costs for the use of the municipal corporation recreational facility known as Porritt Landing are attached as Schedule "A".
2. That the fees and charges set out shall be in force upon third and final reading of the bylaw.
3. The council of the Town of Hay River hereby gives the SAO authority to approve additions or changes to Bylaw 2386 when warranted by new circumstances or needs. Any changes approved by the SAO are to be reviewed and approved by Council at further updates of the Porritt Landing Bylaw.

CITATION

1. This Bylaw may be cited for all purposes as the Town of Hay River Porritt Landing Bylaw No. 2386/24.

DEFINITIONS

In this Bylaw:

"Protective Services Specialist" means a person authorized to provide bylaw enforcement services for the Town.

"Day Use" means mooring of a Watercraft at a designated day use dock or marina area for a period not exceeding One Day.

"Day Use Area" means an area designated for Day Use.

"One Day" means a period commencing after 4:00 a.m. on one day and terminating

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING**

not later than 2:00am of the following day.

“Owner” means any of:

- a) the registered owner of a motor vehicle, as determined by the Department of Motor Vehicles,
- b) a Trailer Owner; or
- a) a Watercraft Owner

“Porritt Landing” means the land within the Municipal boundary of the Town of Hay River described as Lot 2133 Plan 4460, and Lot 651 Group 814 Plan 710 and the water adjoining that land.

“Season” shall be June 1st to September 25th inclusive each year, regardless of whether the water is free of ice for Watercraft use.

“Season Pass” means a pass which entitles the holder to moor one identified Watercraft for a Season in an assigned Watercraft Slip.

“Short Term Docking” means mooring of an identified Watercraft for no more than 7 days in an assigned Short-Term Docking Area.

“Short Term Docking Area” means an area designated for Short-Term Docking.

“Short Term Docking Pass” means a pass which entitles the holder to moor one identified Watercraft for no more than 7 days in an assigned Short-Term Docking Slip.

“Slip” is a designated and permitted space or berth in a marina where a Vessel can be docked or moored safely.”

“Town” means the Town of Hay River.

“Trailer” means a trailer intended for the transport of a Watercraft.

“Trailer Owner” means either of a person in care and control of a Trailer while it is located at Porritt Landing or the person who is the registered owner of the Trailer as determined by the Department of Motor Vehicles.

“Type A Docking Slip”: Assigned mooring location/slip for vessels with a maximum length of 16’ and maximum width of 8.5’.

“Type B Docking Slip”: Assigned mooring location/slip for vessels measuring 16’ to 24’ in length and having a maximum depth of 8.5’.

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING**

“Type C Docking Slip”: Assigned mooring location/slip for vessels measuring more than 24’ in length.

“Vessel” means any Watercraft used or capable of being used as a means of transportation on water.

“Watercraft” means any watercraft (including personal watercraft) designed to float, plane, work or travel on water.

“Watercraft Owner” includes of the legal owner of a Watercraft and any person who is in care and control of a Watercraft.

“Watercraft Slip” means a designated area for mooring of a Watercraft for a Season.

WATERCRAFT SLIP SEASON PASSES

1. A Season Pass entitles the holder to moor one identified Watercraft in an assigned Watercraft Slip for the duration of a Season.
2. Initial Watercraft Season Passes will be issued through a lottery system. Watercraft Slips will be assigned based on order of draw selection. Requests for Watercraft Slip registrations and entry into the lottery will be made public seven working days in advance of the lottery draw date.
3. Season Pass payment must be received within five business days of the draw.
4. Porritt Landing fees are identified in Bylaw 2431 – Fees and Charges Bylaw. Fees and charges can be amended or replaced when warranted by new circumstances or needs. Any changes approved by the SAO are to be reviewed and approved by Council at further updates of the Porritt Landing Bylaw and/or the Fees and Charges Bylaw.
5. A waiting list for Watercraft Slip Season Passes will be maintained by Town Administration. The initial waiting list will be populated in accordance, and in order of draws through the lottery system, and thereafter on a first come first served basis.
6. Watercraft Slip Season Pass holders will be eligible to renew their passes. Renewals will be accepted, and payment must be received yearly by the 2nd Monday of May each year by 3:00pm local time. Failure to meet registration deadline will result in offering of the Watercraft Slip to the next person on the waiting list. A person offered a Watercraft Slip through the waiting list will have five working days to respond to the request and make full payment.

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING**

7. Only one identified Watercraft is to be moored in the identified slip at any given time. Season Pass owners can purchase up to 2 additional Season Pass decals. Appropriate proof of ownership is required for the purchase of additional Season Pass decals.
8. A Season Pass may not be transferred to another Watercraft or Watercraft Owner without the consent of the Town.
9. If the holder of a Season Pass sells or otherwise transfers ownership of the Watercraft, the Season Pass shall not be transferred to the new owner of the Watercraft.
10. Season Pass holders who sell their Watercraft must advise the Town in writing of the date of sale and may retain their Watercraft Slip for the remainder of the Season. Failure to register a new Watercraft before the renewal deadline for the following Season will result in loss of the Watercraft Slip.
11. Season Pass holders wishing to surrender their Watercraft Slip during the Season shall notify the Town in writing of the effective date of the surrender. The Town shall provide a pro-rated refund based on the number of days left in the Season calculated from the latter of the effective date specified in the notice of surrender or the date the notice is received by the Town.
12. Season Passes shall be clearly displayed on the Watercraft in a manner that is clearly visible to Town staff inspecting from shore.
13. A Watercraft assigned a Season Pass shall not exceed the length or width as per the slip classifications identified in Schedule B – Porritt Landing Slip Locations Map.
14. Previous bylaw conditions remain in effect with the original date of purchase of a season slip pass. Season passes that are non-compliant with type A, B and C classifications (created in 2024) may be renewed, if the vessel and Season Pass Holder remain the same and if the pass is renewed annually.
15. No person shall dock a Watercraft in a Watercraft Slip unless that person holds a Season Pass for that Watercraft Slip.
16. All Watercraft must be removed from Porritt Landing on or before September 30th of each year.

WATERCRAFT SHORT TERM DOCKING PASSES

17. A Short-Term Docking Pass entitles the holder to moor one identified Watercraft in

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING**

an assigned Short Term Docking Slip.

18. Short Term Docking fees are identified in Bylaw 2431 – Fees and Charges Bylaw. Fees and charges can be amended or replaced when warranted by new circumstances or needs. Any changes approved by the SAO are to be reviewed and approved by Council at further updates of the Porritt Landing Bylaw and/or the Fees and Charges Bylaw.
19. A Short-Term Docking Pass may not be transferred to another Watercraft without the consent of the Town.
20. If the holder of a Short-Term Docking Pass sells or otherwise transfers ownership of the Watercraft, the Season Pass shall not be transferred to the new owner of the Watercraft.
21. A Watercraft assigned a Short-Term Docking Pass shall not exceed the length or width identified in the Watercraft Slip permit.
22. Attachments to a Watercraft shall not extend into the walkway when the Watercraft is moored in such a manner as to interfere with foot traffic.
23. No person shall dock a Watercraft in a Short-Term Docking Slip unless that person holds a Short-Term Docking Pass for that Watercraft Slip.
24. All Watercraft must be removed from Porritt Landing on or before September 30th of each year.

DAY USE MOORING

25. No fees or charges apply to Watercraft moored in the Day Use Area.
26. No person shall permit a Watercraft to be moored at Porritt Landing Marina for more than One Day within the Day Use Area, without the purchase of a Short-Term Docking Pass.

PARKING

27. No person shall park a vehicle or a Trailer other than in a designated parking area.
28. No person shall park a vehicle or Trailer for more than One Day.

WAIVER OF LIABILITY

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

29. The Town shall not be liable for damage to vehicles, Trailers, Watercraft or people using Porritt Landing Marina.

GENERAL

30. All persons using Porritt Landing Marina shall do so at their own risk.
31. The Town shall not be responsible for any damage or injury sustained to any Watercraft, vehicle or person in the area known as Porritt Landing Marina.
32. All dogs shall be kept on a leash while at Porritt Landing Marina unless they are contained in a vehicle or Watercraft.
33. A person must comply with all applicable bylaws, Territorial and Federal statutes and regulations when using or occupying Porritt Landing.
34. A Watercraft Owner shall ensure the safe mooring of their Watercraft.
35. A Watercraft Owner shall furnish and maintain their own lines and chaffing gear. Chaffing gear shall be attached to the Watercraft or tied to the floats; no other type of fastening is permitted.
36. No person shall moor a Watercraft other than in an area identified for mooring.
37. No person shall moor a Watercraft in a manner that interferes unreasonably with the mooring or access of another Watercraft.
38. No person shall fuel a Watercraft while it is moored.
39. No person shall place or store flammable liquids, oily rags, or other debris, on floats or municipal property, and any costs associated with the cleanup will be charged to the Watercraft owner responsible.
40. No person shall store supplies, materials, accessories, articles, or debris anywhere on Porritt Landing Marina other than a refuse container.
41. No person shall construct any lockers, chests, cabinets, or other structures, or otherwise modify docks in any way.
42. No person shall conduct on-site repairs or maintenance of a Watercraft without the prior written consent of the Director of Recreation and Community Services.
43. Walkways and fingers must be kept free of tenders, dinghies, materials, debris, always carpeting and equipment.

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING**

44. Attachments to a Watercraft shall not extend into the walkway when the Watercraft is moored in such a manner as to interfere with foot traffic.
45. Children under the age of 12 must be always under the supervision of a person 12 years or age or older.
46. No person shall dispose of fish or fish parts in any waste container other than one identified for that purpose.

ENFORCEMENT

47. Any Bylaw Enforcement Officer may enforce this bylaw in the course of their duties.
48. Any Bylaw Enforcement Officer may order a person who does anything contrary to this bylaw to leave the Porritt Landing area immediately, or within a period specified by the Bylaw Enforcement Officer, and every person so ordered shall comply with the order and leave the Porritt Landing area immediately or within the specified time period.
49. Tickets issued for parking offences shall be issued to the motor vehicle's owner, unless otherwise indicated in this by-law.
50. No person shall hinder, oppose, molest, or obstruct a Bylaw Enforcement Officer in the discharge of their duties.
51. Any Bylaw Enforcement Officer, Peace Officer, or emergency personnel, while acting in the course of their duties, are exempt from the provisions of this bylaw.
52. The Town may remove any vehicles, Watercraft Trailers or Watercraft that are parked or moored in violation of this bylaw at the Owner's expense and risk and the cost thereof shall be a debt due from the Owner to the Town.

PENALTIES

53. A person who violates this bylaw is subject to a fine of \$250 unless an alternate amount is identified in Schedule "A".
54. The Town reserves the right to cancel the Season Pass of any Season Pass holder who is in violation of this bylaw.

AMEND

55. That Bylaw No. 2386 is hereby amended.

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

READINGS AND ADOPTION

READ a first time this day of , 2024.

Mayor

READ a second time this day of 2024

Mayor

READ a third and final time this day of 2024.

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, c.22, in force April 1, 2004 and the bylaws of the Municipal Corporation of the Town of Hay River this day of , 2024.

Senior Administrative Officer

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH
A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

SCHEDULE "A"
Schedule of Charges and Penalties

<u>OFFENSE</u>	<u>FINE</u>
Additional Season Pass decals (max 2 additional passes)	\$50/boat/yr
Short Term Docking Pass	\$30/day
Parking a Watercraft without an appropriate pass	\$300
Parking a vehicle or Watercraft Trailer in a no parking area	\$ 300
Parking a vehicle or Watercraft Trailer in excess of the One Day time limit	\$300
Mooring a Watercraft in excess of the One Day time limit in the Day Use Area	\$ 300
Failure to properly display registration decals	\$ 100
Failure to remove moored Watercraft by September 30 th	\$ 300
Fueling a Watercraft while moored	\$300
Failure to keep a dog on a leash	\$75





All fines paid and received at the Town of Hay River (Town Hall) before the court date indicated on the ticket, shall be reduced by fifty (50%) percent off the total fine amount indicated on the ticket. This shall only apply for offences indicated in this bylaw.

BY-LAW NO. 2386/24
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER TO ESTABLISH A BYLAW TO REGULATE AND CHARGE FEES FOR THE USE OF PORRITT LANDING

SCHEDULE "B"
Porritt Landing Slip Locations Map



	<u>Slip Classification</u>	<u>Annual Fee</u>	<u>Vessel Length</u>	<u>Vessel Width</u>	<u>Vessel Depth</u>
	Type B (slips # 1 to 14)	\$470/season	16' to 24'	8.5' max width	tbd
	Type C (slips 15 to 22)	\$500/season	24' and longer	n/a	tbd
	Type A (slips # 23 to 27)	\$550/season	16' max length	8.5' max width	tbd
	Day use & short-term docking	\$30/day	16' for #28 & 29 and 25' for #30	8.5' max width	tbd