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## AGENDA

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### PUBLIC INPUT

1. **CALL TO ORDER**
2. **ADOPTION OF AGENDA**
3. **DECLARATION OF INTEREST**
4. **ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**
5. **INFORMATION ONLY**
  - a. Mayors Monthly Policing Report for June – page 2-7
6. **ADMINISTRATIVE ENQUIRIES**
7. **NEW BUSINESS**
  - a. Public Works Monthly Report for June – page 8-16
  - b. Emergency Services Monthly Report for June – page 17-22
  - c. Municipal Enforcement Monthly Report for June – page 23-26
  - d. Recreation and Community Monthly Report for June – page 27-35
  - e. O&M Funding Agreement – page 36-45
  - f. Water and Sewer Funding Agreement – page 46-54
  - g. Excused Absence – page 55
  - h. 2028 Arctic Winter Games Hosting Opportunity – page 56-61
8. **NOTICE OF MOTIONS**
9. **IN CAMERA**
  - a. **Matters under Consideration** - pursuant to Cities, Towns & Villages Act, S.N.W.T. 2003 c. 22, Section 23. (3), (e)
10. **ADJOURNMENT**

Canada<sup>+</sup>



**MONTHLY  
POLICING REPORT  
June 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 322 calls for service during the month of May. 283 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 requires review, below are the Community and Detachment priorities established for the previous fiscal year and the new fiscal priorities will be confirmed, starting as soon as possible, the previous years 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.

Sgt UNGER continually communicates with Mayor JAMESON and Council ensuring that the 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 June within our community and partner engagements, included the following:

Hay River RCMP members attended all the local schools, numerous times engaging students and staff. Members did walk through’s of PA and Harry Camsell.

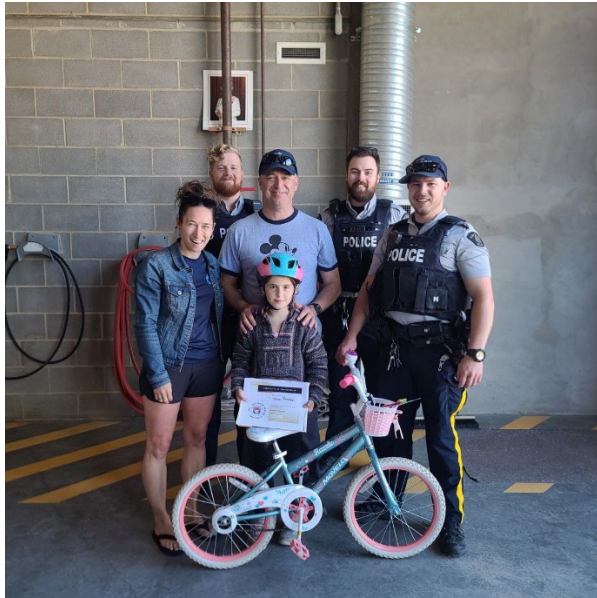
Hay River RCMP members assisted with the Track and Field event in Hay River. This includes attending the opening ceremony where 4 members and safety bear were present. Members also participated in Track and Field by having a relay race with HRFD.

Hay River RCMP members are assisting/coaching various levels of youth t-ball and softball.

The Hay River RCMP attended the library and read to children as well as participated in a bike rodeo at the Fire Hall focusing on safety and wearing helmets.

Hay River RCMP hosted a BBQ lunch at the library where members cooked hotdogs and interacted with members of the public, as well as raffled off lifejackets.

Hay River RCMP attended the Tri-service park where they participated in a water fight with youth.



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

Members conducted traffic stops throughout Hay River, Enterprise and KFN and ensuring driver safety and proper vehicle documents on hand, 24 Summary Offence Tickets were issued. There were three charges for impaired driving and 1 - 24 hr suspensions for alcohol. Impaired driving remains a concern with 16 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 76 patrols in Rowe's trailer park and 113 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. This has shown positive results and led to a number of repeat offenders being held responsible for non compliance of court orders.

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.

Of the 63 prisoners lodged in cells at the Hay River RCMP Detachment, 62 were arrested within the town of Hay River.



OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	16	76	30	211
Sexual Offences	2	11	4	19
Break and Enters (Residence & Business)	7	44	6	53
Theft of Motor Vehicle	6	23	0	21
Theft Under \$ 5000.00	11	76	13	135
Theft Over \$ 5000.00	1	2	1	4
Drugs (Possession)	1	3	1	5
Drugs (Trafficking)	2	42	7	47
Liquor Act	22	76	30	162
Unlawful Sale (Bootlegging)	0	0	0	0
Causing a disturbance / Mischief (total)	48	282	77	537
Causing a Disturbance	14	66	28	171
Mischief - damage to property	2	25	6	58
Mischief - obstruct enjoyment	32	191	43	308
Impaired Driving	16	41	7	93
Other Complaints	62	443	117	733
<b>Total Violations</b>	194	1119	293	2020

**Total Calls for service - 283**

<b>JUSTICE REPORTS</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Current Month of previous year</b>	<b>Previous Year Total</b>
Victim Services Referral - Accepted	2	7	8	32
Victim Services Referral - Declined	8	63	24	197
Victim Services - Proactive Referral	1	2	-1	6
Victim Services - Not Available	0	0	0	0
Restorative Justice Referrals	0	3	1	13
Emergency Protection Orders (Detachment Initiated)	1	13	0	10
<b>ODARA Reports</b>	0	5	3	21
<b>Prisoners Held</b>	35	194	48	292
<b>Prisoners Escorted</b>	0	4	0	5
<b>Prisoners Held non-PROS Agency</b>	0	1	0	0
<b>Prisoners Escorted Non-PROS Agency</b>	0	0	0	0
<b>Liquor Destroyed Immediately</b>	6	38	15	115

Cpl. Brett LITTLE  
 Detachment NCO, Hay River RCMP



# REPORT TO COMMITTEE

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**DEPARTMENT:** Public Works

**DATE:** July 16, 2024

**SUBJECT:** Public Works Monthly Report for June 2024

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## RECOMMENDATION:

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

## BACKGROUND:

### **Engineering and Capital Projects:**

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

- Industrial Drive
  - Rowe's paving contractor has substantially completed the paving on Industrial drive with minor deficiencies that have been corrected.
  - This project is now complete.
- Capital Drive
  - The remaining of the outstanding concrete sidewalk has been reinstated including the post office, courthouse, and RCMP detachment frontages.
  - Deficiencies walk-thru to be completed by July 19, 2024.
- Fraser Place
  - The Town has met with the utilities providers and confirmed the scope of the installation.
  - Acceptance and approval of the quote provided by NAKA has been communicated, and a schedule is being put together.
  - The expected completion date of the trenching and installation is October 31, 2024.
- Shoreline Mitigation Project
  - Tender has been posted on Bids and Tenders, procurement closes on July 17, 2024.
- Public Works Fleet Truck



# REPORT TO COMMITTEE

**DEPARTMENT:** Public Works

**DATE:** July 16, 2024

**SUBJECT:** Public Works Monthly Report for June 2024

- The development officer's vehicle tender has been posted on Bid's and Tenders and the Town Facebook page.
- The procurement tender closes July 17, 2024

## Public Works Operations and Maintenance

### Roads and Ditches

- Crack sealing RFQ to close July 17.
- General easement cleanup begins the week of July 22<sup>nd</sup> and anticipated to last up to 2 weeks.
- Asphalt Patching
  - The asphalt patching program is underway, please see the below list of locations for both the tendered work, and the supplemental list.
  - The supplemental list is a list of locations that will be paved if there is funding in the budget after the completion of the core tendered paving work has been surveyed and confirmed.

### Core Tendered Patching Locations

Location	Size (m2)	Thickness (mm)
Cameron Crescent	60	70
Capital Drive (Riverview Lodge)	55	70
Woodland Drive & Camsell Crescent	280	70
62 Cranberry Crescent	4.5	60
9 Cranberry Crescent	8	60
Cranberry Crescent	6	60
Stewart Drive (Fraser Place Connection)	171	75
68 Stewart Drive (Driveway)	4.5	60
17 Stewart Drive	88	75
52 Elm (Driveway)	6	60
Gaetz Drive	319	70
Wild current Crescent	8	70
Sibbeston Road	28	70
27 Balsam	28	70
10 Fir Crescent	34	70



# REPORT TO COMMITTEE

**DEPARTMENT:** Public Works

**DATE:** July 16, 2024

**SUBJECT:** Public Works Monthly Report for June 2024

## Supplemental Paving list pending

Street	Cross	
Main St	Town Hall	1.8
		25.92
Main	RBC	8.91
		4.5
Main	Fields Entr	18.08
		8.58
		35.53
		7.36
Main	CIBC	8.7
		37.41
Rec Centre	Northmart (S)	10.48
Main	Doghouse Pub	15.29
		26.4
Old College	Alley Behind	8.46
Capital Drive	B & R building	17.64
		22.72
McRorie	Service road	102
		8.28
		359.78

m2

## Equipment Maintenance

- Grader repairs to be schedule for the week of June 22nd.
- Street sweeper repairs – **Ongoing**
- Trailer mounted flusher - **Ongoing**
- Light Truck servicing – **Ongoing**
- Landfill packer repairs – **ongoing**



# REPORT TO COMMITTEE

**DEPARTMENT:** Public Works

**DATE:** July 16, 2024

**SUBJECT:** Public Works Monthly Report for June 2024

## Solid Waste

- 8" landfill cover applied to residential and domestic waste.

## Water and Wastewater

- Water main repair at 100 St. complete.
- 8 Morin repair complete, boulevard repaired.
- 15 Balsam lawn restoration complete
- 81 Morin lawn repair complete.
- 5 Ptarmigan lawn repair complete.
- Water line repair at community gardens complete.

## Facilities Management / Miscellaneous

- NCIP Heater Service Program tender has closed to be awarded if approval and budgeting requirements are met.

## Planning and Development

### Enforcement

- A zoning and development by-law enforcement prioritization schedule is being developed for Council review and approval.
- Results of the prioritization schedule will be formalized for the next council meeting.

### Development

- Work is ongoing to develop a contribution agreement with the GNWT Department of Infrastructure for the development of the Long Term Care Facility

### Permitting

June 03	DH24-030	47105 Back Rd.	Demolition
June 11	DH24-032	27 Stewart Dr.	Home Occupation
June 12	DH24-033	76 Patterson	Residential
June 14	DH24-034	50 Cranberry Cres	Home Occupation
June 14	B24-012	66 Patterson Rd.	Building Permit



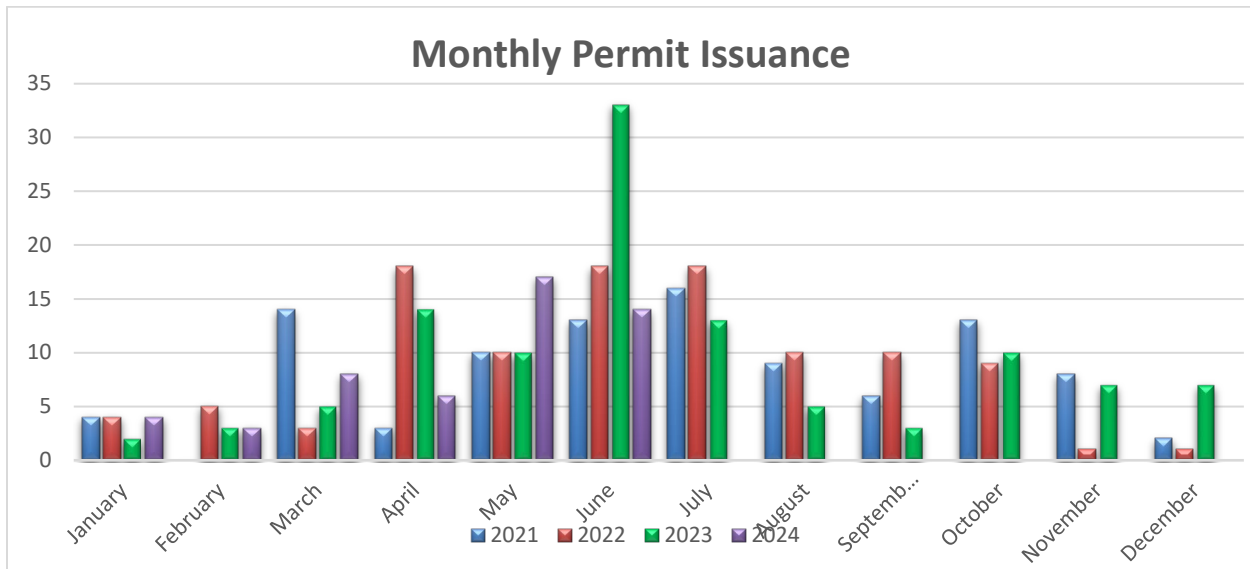
# REPORT TO COMMITTEE

**DEPARTMENT:** Public Works

**DATE:** July 16, 2024

**SUBJECT:** Public Works Monthly Report for June 2024

June 17	D24-035	48-64 Mackenzie Hwy	Demolition
June 18	D24-036	47086 Back Rd.	Demolition
June 20	B24-013	6 Gaetz Dr.	Residential
June 20	D24-037	21 Wright Cres.	Residential
June 20	DH24-038	5-103 St.	Home Occupation
June 24	B24-014	76 Patterson Rd.	Building Permit
June 25	B24-015	67 McBryan Dr.	Residential
June 28	D24-039	25 Studney Dr.	Building Permit
June 28	DH24-040	19 Cranberry Cres.	Home Occupation



**COUNCIL POLICY / STRATEGY OR GOAL:**

- N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

- N/A



# REPORT TO COMMITTEE

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**DEPARTMENT:** Public Works

**DATE:** July 16, 2024

**SUBJECT:** Public Works Monthly Report for June 2024

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## FINANCIAL IMPLICATIONS:

- N/A

## ALTERNATIVES TO RECOMMENDATIONS:

- N/A

## ATTACHMENTS:

- June 2024 Project Status Report

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**Prepared by:**  
David Taylor  
Director Public Works & Services  
July 11, 2024

**Reviewed by:**  
Glenn Smith  
SAO  
July 11, 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. Process workflow analysis underway	January 1, 2022	December 31, 2024	Construction	10%
Administration	Computer Equipment Replacement Program	All evergreen computers received and being deployed	January 1, 2023	December 31, 2024	Construction	85%
Administration	Debt Service Community Center - CPI and Donation Portion	Ongoing repayment for Community Center	January 1, 2023	December 31, 2024	Procurement	15%
Administration	Online Payroll System	Project kickoff meeting has occurred. Implementation plan being developed	July, 2024	December 31, 2024	Design	5%
Administration	Virtual Server	Agreement established with vendor. Implementation scheduled.	August 1, 2024	November 30, 2024	Scoping	5%
Land Development	Aspen Heights Subdivision Development	The final draft if the REOI and the development agreement are under internal review with a tentative completion date of July 31, 2024.	December 12, 2023	December 31, 2024	Construction	40%
Land Development	Fraser Place Subdivision Development	The Town has accepted the proposed quote from NAKA, the utilities installation has an estimated completion date of October 31, 2024.	February 1, 2023	July 30, 2025	Construction	80%
Protective Services	Bylaw Truck Replacement	Truck purchased	June 1, 2023	May 31, 2024	Complete	100%
Protective Services	Heavy Rescue Truck Replacement	Tender closed and awarded. Expected arrival January 2025	June 1, 2023	January 31, 2025	Procurement	50%
Recreation	Bob McMeekin Park Enhancements	Sod installed and being watered. Hydroseed to be completed in July	April 1, 2023	August 31, 2024	Construction	85%
Recreation	Replace Playground Fall Zones	To be reviewed as part of 2024 capital plan updates.	TBD	TBD	Scoping	5%
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 September 2024	June 1, 2023	November 30, 2024	Construction	80%
Tourism	Small Capital Program - Tourism and Economic Development					
Tourism	Visitor Information Way finder Signage Development	Order for signage has been placed. Submitting for approvals by GNWT for 19 sign installations.	January 1, 2023	August 31, 2024	Construction	10%
Transportation and Public Works - Other	Biomass District Heating System Study	Study complete. Funding application to occur in 2024, currently proceeding to the merit evaluation stage.	September 1, 2022	December 31, 2024	Complete	100%
Transportation and Public Works - Other	Cemetery Expansion - New Site	Land aquisition 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	Remaining demolitions works to be completed in August 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. De-pollution of vvehicles scheduled for the end of June, no schedule for shredding/bailing of metal.	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%



## 2024 Project Status

Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
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	The final draft if the REOI and the development agreement are under internal review with a tentative completion date of July 31, 2024.	January 1, 2023	December 31, 2025	Design	15%
Transportation and Public Works - Other	Lift station 1 Repair	The final design draft has been received, and is undergoing internal review and comments before finalization.	January 1, 2024	October 31, 2025	Design	25%
Transportation and Public Works - Other	Miron/ John Mapes/ Riverbend Storm and Sewer Manhole Upgrades	Manholes reseated 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	Tendder has closed and been awarded to Aurora Ford.	March 30, 2024	October 31, 2024	Procurement	50%
Transportation and Public Works - Other	Pumps and Generator Replacements at Lift Stations	Ongoing work throughout 2024 as needed	January 1, 2023	December 31, 2024	Procurement	0%
Transportation and Public Works - Other	Shoreline Flood Mitigation	The tender documents are completed by Stantec, tender process closes July 17, 2024	January 1, 2023	October 1, 2024	Procurement	50%
Transportation and Public Works - Other	Tire Recycling Program	Preliminary exploration of sustainable uses for shredded tires underway.	January 1, 2023	December 31, 2024	Construction	90%
Transportation and Public Works - Other	Vale Island/West Channel Drainage	Drainage work underway with cleaning and inspections of the drainage system on Vale island and in the west channel. This work has resumed.	April 1, 2023	November 30, 2024	Scoping	25%
Transportation and Public Works - Other	Water Treatment Plant Feasibility Study and Preliminary Design	All aspects of study are closed, Study results and preliminary designs expect to be presented to Council in August 2024	July 1, 2022	June 30, 2024	Design	100%
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	Parts received; Reparis scheduled for the week of July 22, 2024	May, 2024	June, 2024	Procurement	15%
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, deficiency repairs underway in conjunction with the industrial paving project. Schedule to be provide once received from Rows.	June 1, 2023	October 31, 2024	Construction	95%
Transportation and Public Works - Roads	Capital Drive Watermain, Sidewalk and Roadworks	Deficiency work is still underway with asphalt and deficiencies to be completed, schedule to follow once provided by Rows.	June 1, 2023	October 31, 2024	Construction	98%
Transportation and Public Works - Roads	Industrial Drive Base Upgrade, Paving and Underground	Project complete with minor deficiencies remaining; Substantial completion has been approved.	June 1, 2023	August, 2024	Construction	95%
Transportation and Public Works - Roads	Paradise Road Repair and Replacement	Hydroseeding underway at Paradise gardens with completion expected by July 31, 2024	June 1, 2023	July 31, 2024	Construction	35%



## 2024 Project Status

Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
Transportation and Public Works - Roads	Riverview Drive Upgrades	Deficiency work completion underway in conjunction with the Industrial and patching work while the paving contractor is in town.	July 1, 2023	July 31, 2024	Construction	97%
Transportation and Public Works - Other	Lift Stn System Upgrade - (Incl. Stn #8)	Upgrades to continue as funding allows		December 31, 2025	Scoping	15%
Transportation and Public Works - Other	Vale Island Truck Fill Tank Replace	Work to begin in August 2024 due to manpower constrains. A contractor will used to complete the installation of the tanks.	June 1, 2023	August 30, 2024	Construction	75%
Transportation and Public Works - Other	SunDog Stantec Initial Design and Eng	Contribution agreement with GNWT Infrastructure is ongoing	May, 2021	November 30, 2024	Scoping	10%
Recreation	2023 Summer CAP - Porritt Dredging Exp.					
Recreation	2023 Trails Project - TCT Contribution					



# REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: July 7<sup>th</sup>, 2024

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

## RECOMMENDATION:

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

## BACKGROUND:

### Summary:

Protective Services Monthly Priorities	
Priority	Description
1. Staffing	Assistant Director of Protective Services/Deputy Chief
2. Wildfire Response Training	EMO Tabletop Training
3. Safety Management System	Element Review and Development

Monthly Stat Summary	
EMS Calls	51
False Alarms	3
Fires	0
Rescue	1

At the beginning of this month, we completed a Wildland Urban Interface Crew member course with 25 students from fire departments across the NWT. We also had government representation from ECC and the Office of the Fire Marshal. The course trained firefighters in structural protection and wildland urban interface response tactics. We also had the Salvation Army food services do training with volunteers in coordination with the event.

We had a couple of community Support events this month. First we supported the track and field event with staffing the medical tent. Secondly, we hosted the Annual bike rodeo in cooperation with Arctic Energy Alliance and the RCMP. We had about 100 people in attendance.



# REPORT TO COUNCIL

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: July 7<sup>th</sup>, 2024**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

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We have successfully hired a new assistant director and deputy chief starting July 1st. We will need to backfill the PSS position in the coming month and have been working on updating the job description before advertising the position.

We finalized the fire department compensation changes with administration. Emergency Calls will now be paid by the hour and weekend on-call shifts will receive stand-by pay. The rest of department activities, training and maintenance public outreach events will continue to be paid as an honorarium but with a rate change as it has been 20 years since that has been updated. The changes will provide a balanced compensation package that will hopefully help us with recruitment and retention of current and future members.

The Local Emergency Management Organization (LEMO) and partner agencies that would be involved in evacuation response participated in a wildfire tabletop scenario. We spent about 3 ½ hours working through scenarios designed around remaining risks in the area to help better prepare our response, decision making and communication with each others organizations.

The Safety Management System development was a priority for the month of June. The department reviewed 5 new elements and related forms for the system. We also plan to roll out Hazard Assessment meeting training and related form along with incident reporting training and forms next month with employees. The program rollout plan is being developed with a target date for rollout of this fall.

We have received our Brush Truck and gotten the wildland skid package serviced and installed. We completed an in-service training on truck operations with the Fire Department. This truck is designed for rapid response and initial attack on reported wildfires in the community. We also plan to offer response assistance to other communities upon request for help to a wildfire threat.



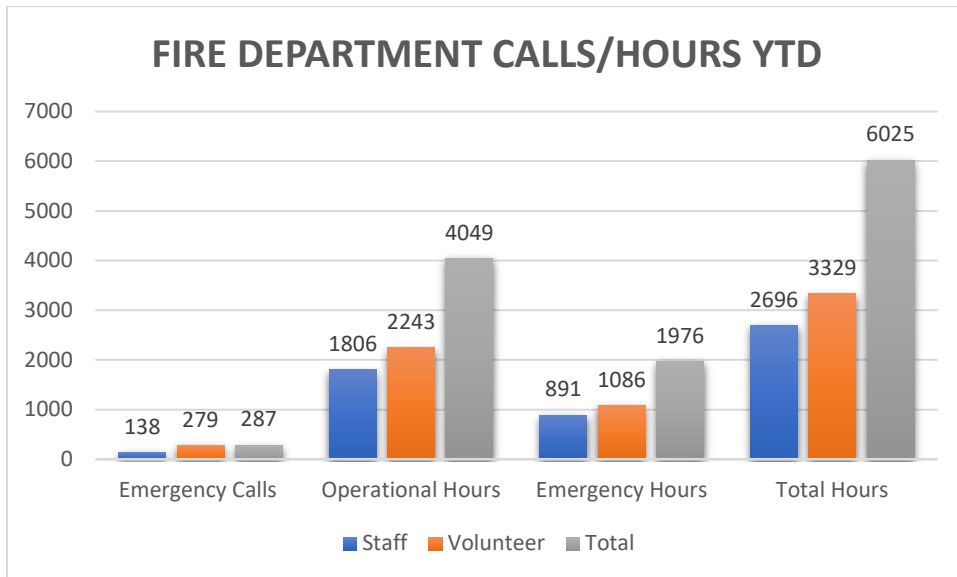
# REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: July 7<sup>th</sup>, 2024

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

## STATISTICS



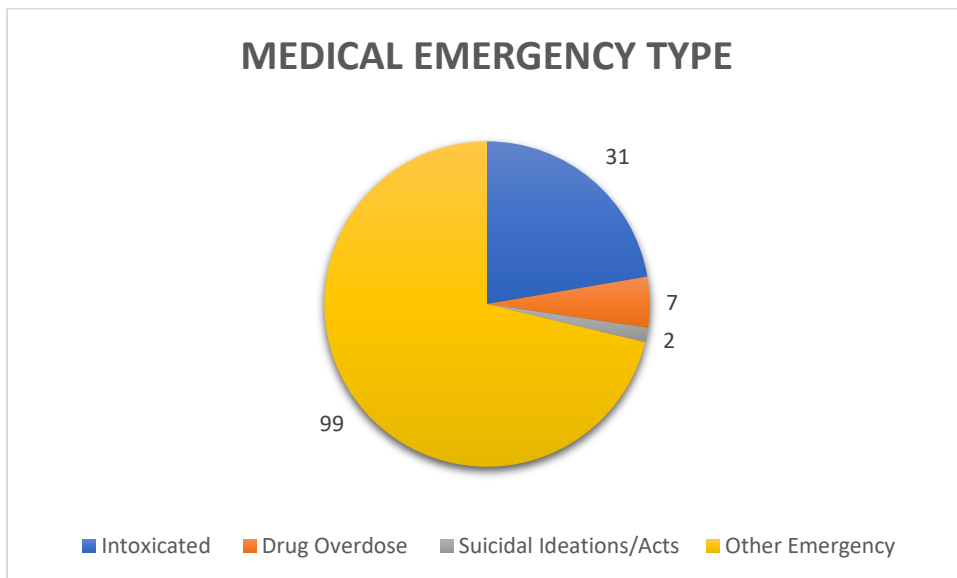
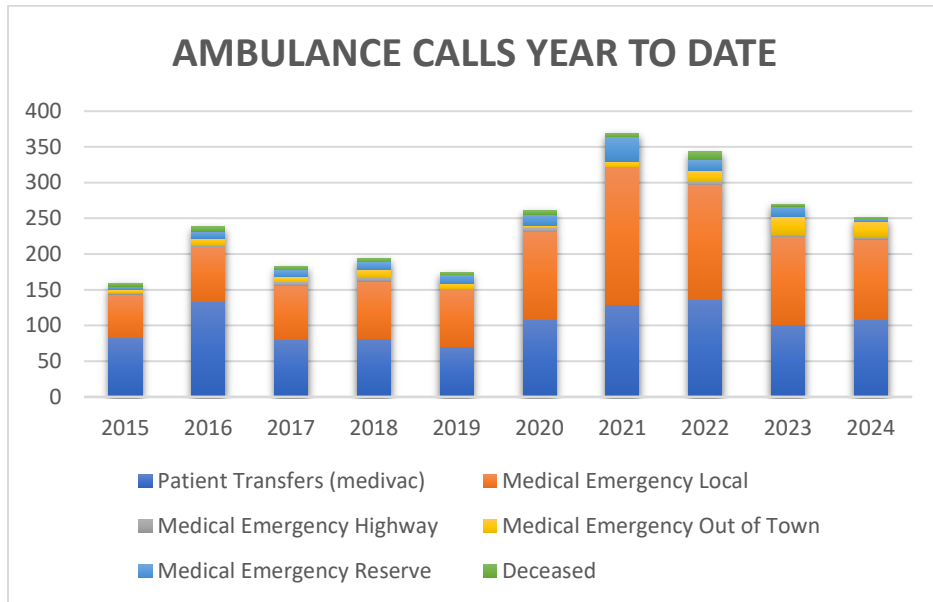


# REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: July 7<sup>th</sup>, 2024

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT





# REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: July 7<sup>th</sup>, 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



# REPORT TO COUNCIL

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: July 7<sup>th</sup>, 2024**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

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**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

None

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**Prepared by:**

Travis Wright  
Director Protective Services/Fire Chief  
Date: July 7<sup>th</sup>, 2024

**Reviewed By:**

Glenn Smith  
Senior Administrative Officer  
Date: July 7<sup>th</sup>, 2024

# REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: July 16<sup>th</sup>, 2024

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

## RECOMMENDATION:

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

## BACKGROUND:

Monthly Enforcement Priorities	
Priorities	Description
1. Unsightly Properties	Engagement and Enforcement
2. Animal Control	Patrols and Enforcement
3. Business Licence	Engagement and Enforcement

Monthly Stat Summary	
Unsightly	76
Business Licence	11
Animal Control	9
Other	13

Unsightly engagement with residents continues into the summer months. This is important to keep yards clean and tidy, which helps reduce the risk of fire. Patrols have been done, and 9 houses received a letter about cleaning up appliances left at the curb after cleanup was completed, they have almost all cleaned up their properties. 61 Letters were sent to houses and properties that had grass that was in contravention of the unsightly bylaw. Further Engagement and follow-ups will continue to ensure that residents are taking care of their properties.

Animal activity has been slightly lower than last month. Residents have been better at reporting incidents through the right channels with more details which helps Protective Services in identifying the owners responsible for loose animals and engaging with them sooner to prevent further occurrences. There have been a few animals that have been captured and turned over to the Animal Shelter due to not being claimed.

Engagement with new businesses working in town will continue as new contractors are identified and approached. This helps to ensure that all businesses are treated fairly and

# REPORT TO COMMITTEE



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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: July 16<sup>th</sup>, 2024**

**SUBJECT: MUNICIPAL ENFORCEMENT REPORT**

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following the town's bylaws. Other businesses that had not renewed their license continue to be contacted by phone and in person.

The Protective Services Department continues to patrol the downtown core area, to help enforce the Public Behavior Bylaw and ensure traffic compliance. Protective Services continues engaging with individuals while on patrols, in conjunction with RCMP assistance and presence, which helps ensure a safer downtown environment.

## **School Safety**

Now that School is out for the summer, Protective Services will continue to monitor and patrol the school zones to ensure motorists drive carefully. Drivers are also reminded to drive with due care during summer hours when consistent warm weather brings higher playground activity with children. Active patrols continue to prove helpful in keeping drivers complacent with speed limits.

## **Upcoming Goals and Priorities**

The Protective Services Specialist will make a minor change to next month's enforcement priorities by continuing to engage with unsightly property owners. Protective Services will also be seeking an individual to fill staffing requirements. Animal Control engagement, unsightly enforcement and downtown patrols will continue.

## **Emergency Services**

The Protective Services Specialist participated in the Wildland Urban Interface training that took place at the beginning of the month. He also responded to any fire, ambulance, and rescue calls as required.

<b>COUNCIL POLICY / STRATEGY OR GOAL:</b>	
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*Strategy:*

*Goal:*

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

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

<b>ALTERNATIVES TO RECOMMENDATIONS:</b>
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N/A

<b>ATTACHMENTS:</b>
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# REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: July 16<sup>th</sup>, 2024

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	VERBAL OR VISUAL WARNING	WRITTEN WARNING ENFORCEMEN T	FINES ENFORCEMENT
<b>Animal Control Bylaw</b>					
Animal Abuse/Welfare	10	7	3	0	0
Barking Dogs	2	2	0	0	0
Dog Attack	6	4	1	1	0
Dog Bites	1	0	0	0	1
Loose Cat/Dog	73	32	22	7	12
Sled Dog Complaints	1	1	0	0	0
Miscellaneous	11	6	4	0	1
<b>Business License</b>					
No Business License	12	2	10	0	0
Operating business not as permitted	1	1	0	0	0
<b>Traffic Bylaw</b>					
Vehicle/Trailer Parking	30	9	12	5	4
ATV/Snow Machine	2	1	1	0	0
Fail to Stop (Sign or Light)	1	0	1	0	0
Distracted Driving	1	0	0	0	1
Drive w/o lights during low visibility	0	0	0	0	0
Speeding	4	3	1	0	0
Speeding (School/Construct/Industrial)	0	0	0	0	0
<b>Unsightly Bylaw</b>					
Overgrown Trees	2	1	1	0	0
Long Grass & Weeds	61	0	0	61	0
Garbage	8	2	4	2	0
Miscellaneous	62	1	60	1	0
<b>Fire Prevention Bylaw</b>					
Burning without permit	4	1	3	0	0
Miscellaneous	5	4	1	0	0
<b>Public Behavior Bylaw</b>					
Miscellaneous	5	3	2	0	0
Littering	1	0	1	0	0
Public Intoxication	1	0	1	0	0
Loitering	10	1	9	0	0
<b>TOTAL</b>	<b>337</b>	<b>84</b>	<b>155</b>	<b>77</b>	<b>19</b>

# REPORT TO COMMITTEE



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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: July 16<sup>th</sup>, 2024**

**SUBJECT: MUNICIPAL ENFORCEMENT REPORT**

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**Prepared by:**

Jonathan Wallington  
Assistant Director PS  
Date: July 11, 2024

**Reviewed By:**

Travis Wright  
Director Protective Services  
Date: July 11, 2024



# REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: July 16<sup>th</sup> 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 June 2024 as presented.

## BACKGROUND:

### Recreational Programming

#### Youth Programming

After School Club: After School Club programming continued throughout the month of June. Registered attendance remained the same this month with the program running at 100% capacity 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 swim on a weekly basis.

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

Summer Heat: Registration for Summer Heat opened June 3<sup>rd</sup>, with the program quickly reaching capacity. A total of 40 youth registered for full summer programming, with 1 additional youth registering for one week only. Programming begins July 2<sup>nd</sup>.

Multi-sport Drop In Programming: Indoor soccer, basketball, ball hockey, badminton and pickleball are offered daily in Aurora Ford Arena and the Hay River Curling Club. Youth ages 5-12 are supervised by a staff member between 3:30 and 5:30pm. Participants make use of a wide variety of sports equipment.

#### Fitness Programming

Regular fitness programming continued this month, with 6 instructor-led fitness classes. New programs added include Fit Girls, a workout class for girls ages 13 – 18 and Fit Girls: Dynamic Duo, a program for girls ages 9 – 12 and their parent/guardian.

Attendance at fitness programming increased this month with a total of 158 participants, compared to the month of May, which saw a total of 118 participants. Fitness programming attendance is expected to decrease in the spring and summer months with the return of warmer weather as community members often prefer to spend more time outdoors.



## REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** July 16<sup>th</sup> 2024

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

### ParticipACTION Community Challenge

Hay River competed in the ParticipACTION Community Challenge this month. This is a national challenge that encourages communities to get active in pursuit of the title of Canada's Most Active Community and a grand prize of \$100,000.

The Department of Recreation received a \$1,000 grant to support challenge initiatives this year, which was used to provide free fitness programming, free drop-in swimming times and free multi-sport times to the community. The following programs and events were also introduced as a part of the challenge to increase community activity and participation:

Hay River Corporate Activity Challenge: Businesses in Hay River were contacted by the Programming team and were encouraged to register for a friendly competition amongst community businesses in pursuit of the title of Hay River's Most Active Business. A total of 17 local businesses registered for this competition with Rings IDA being named the winner.

Bike Bus: Bike bus was introduced in June. This program saw the Programming Team biking youth to school two times per week. Parent and high school student volunteers helped to supervise Bike Bus, which saw approximately 35 - 40 youth in attendance on scheduled days.

Party in the Park: A family friendly event held at the Tri Service Playground. This event was initially scheduled for June 1 to be held as a ParticipACTION Community Challenge kickoff event but was rescheduled to June 15 due to weather. 144 community members were in attendance, playing various yard games, a mini soccer game and a game of kickball.

Playground Passport: This program ran through the month of June, encouraging community members to visit various playgrounds in Hay River. Participants were required to answer trivia questions regarding each playground visited. Playgrounds highlighted by this program included Tri Service Playground, Inukshuk Playground, Gord Thompson Playground, Malcolm Crescent Playground, Keith Broadhead Playground and Lioness Playground.

Playground Pop Up: This program was developed for caregivers of young children and occurred weekly through the month of June. The Programming team visited a new playground each week with yard games, snacks, chalk and bubbles and invited local area day homes and stay-at-home parents of young children to attend for a morning of fun. A partnership with Growing Together was created to help facilitate this program. In total, 128 people attended the 4 Playground Pop Up events.

School's Out Water Fight: This event was created as a kick-off to summer holidays for youth in our community. This large-scale water fight was held at Tri Service Playground with water guns, water filling stations and snacks provided by the Programming team. This event saw a total of 96 community members in attendance, including members of the Hay River RCMP and the Hay



## REPORT TO COMMITTEE

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** July 16<sup>th</sup> 2024

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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River Fire Department, who participated in the water fight against youth alongside the Programming Team.

Chalk the Walk: this event was held at Tri Service Playground on June 30<sup>th</sup> as a wrap up event for the ParticipACTION Community Challenge. The Programming team created a chalk hopscotch/obstacle course on the Tri Service Park path to actively challenge participants. A total of 46 community members attended this event.

Beginners Kayak Course: A beginner's kayak course was hosted in Hay River in partnership with Jackpine Paddle from Yellowknife. Six community members registered for this course, which was Paddle Canada certified. This course was fully funded by Canadian Tire Jumpstart.

Father's Day Golf: Father's Day Golf was offered again this year, in partnership with the Hay River Golf Club. Twenty-two community members registered for this event and enjoyed free golf on Sunday, June 16<sup>th</sup>. This program was fully funded by Canadian Tire Jumpstart.

### **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 supports seniors programming to promote healthy ageing, social participation, and inclusion of seniors. Most programs listed below will be on hiatus over the summer, with plans to resume the program in late fall.

Seniors Coffee: The Seniors Coffee program continued through the month of June, occurring weekly on Tuesdays. Attendance at Seniors Coffee has remained strong with a total of 30 seniors attending the program in June.

Seniors Walking Club: The Seniors Walking Club program continued this month. This program is offered by a contracted fitness instructor. This month, a total of 16 seniors attended Seniors Walking Club on the two scheduled dates.

Seniors Movie Matinee: This program offers seniors the opportunity to attend a matinee at the Riverview Cineplex on Sunday afternoons. Admission and concession items are covered for those who register for the program.

Seniors Week BBQ: The Recreation Programming team partnered with the Hay River Seniors Society to host a Seniors Block Walk and BBQ to celebrate National Seniors Week. Programming staff hosted this event at Whispering Willows which saw 48 seniors attend.

Seniors Golf: The Seniors Golf program, offered in partnership with the Hay River Golf Club, continued this month. A total of 28 seniors participated in this program, which is fully funded by the Government of Canada's New Horizons for Seniors Program.

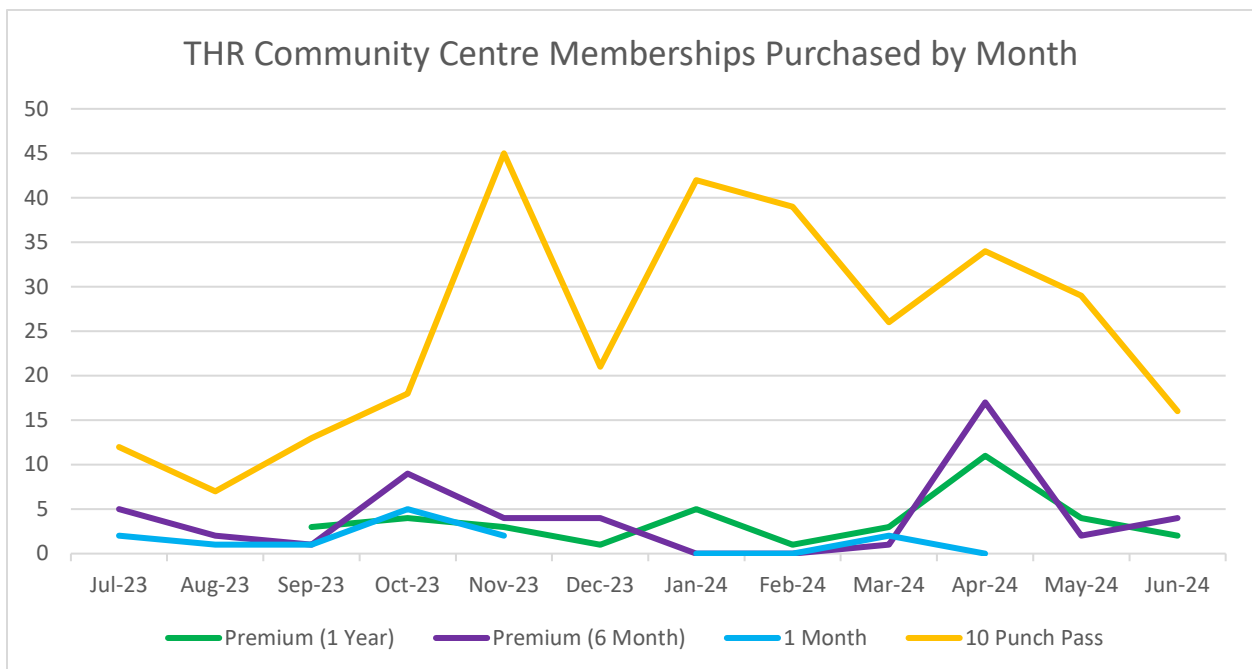
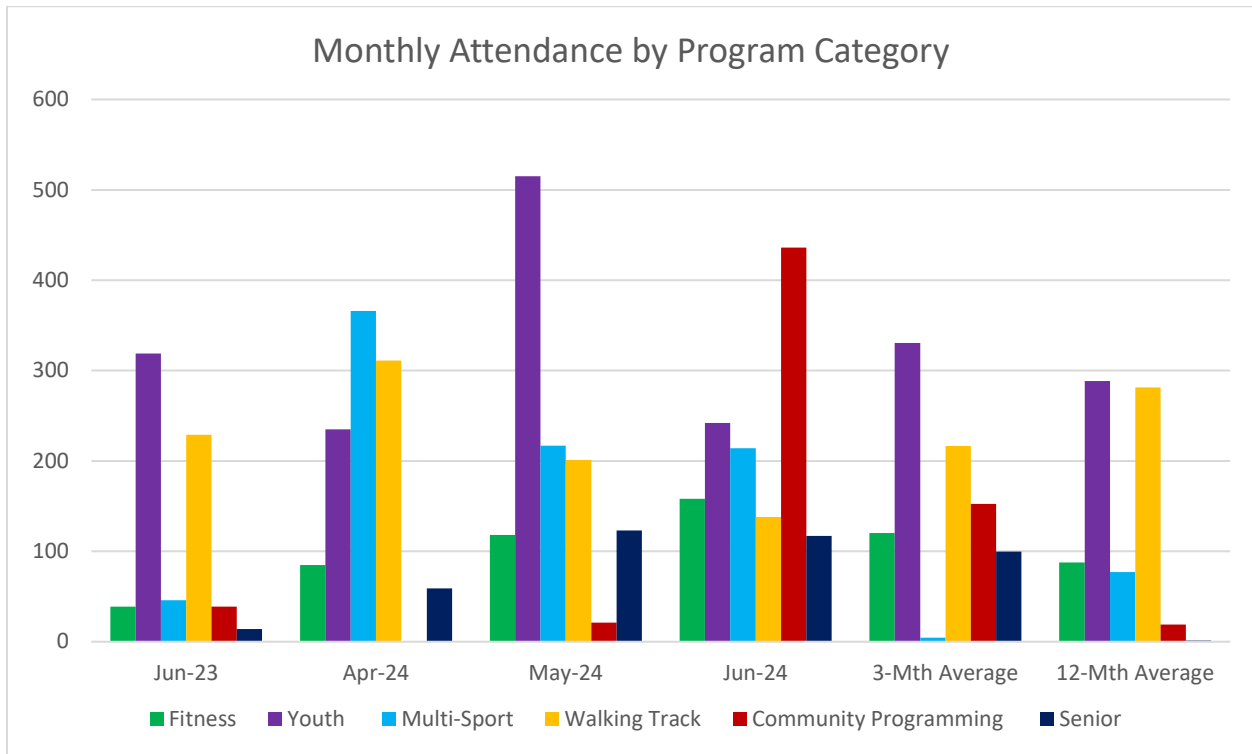


# REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: July 16<sup>th</sup> 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

## Recreation Programming Statistics

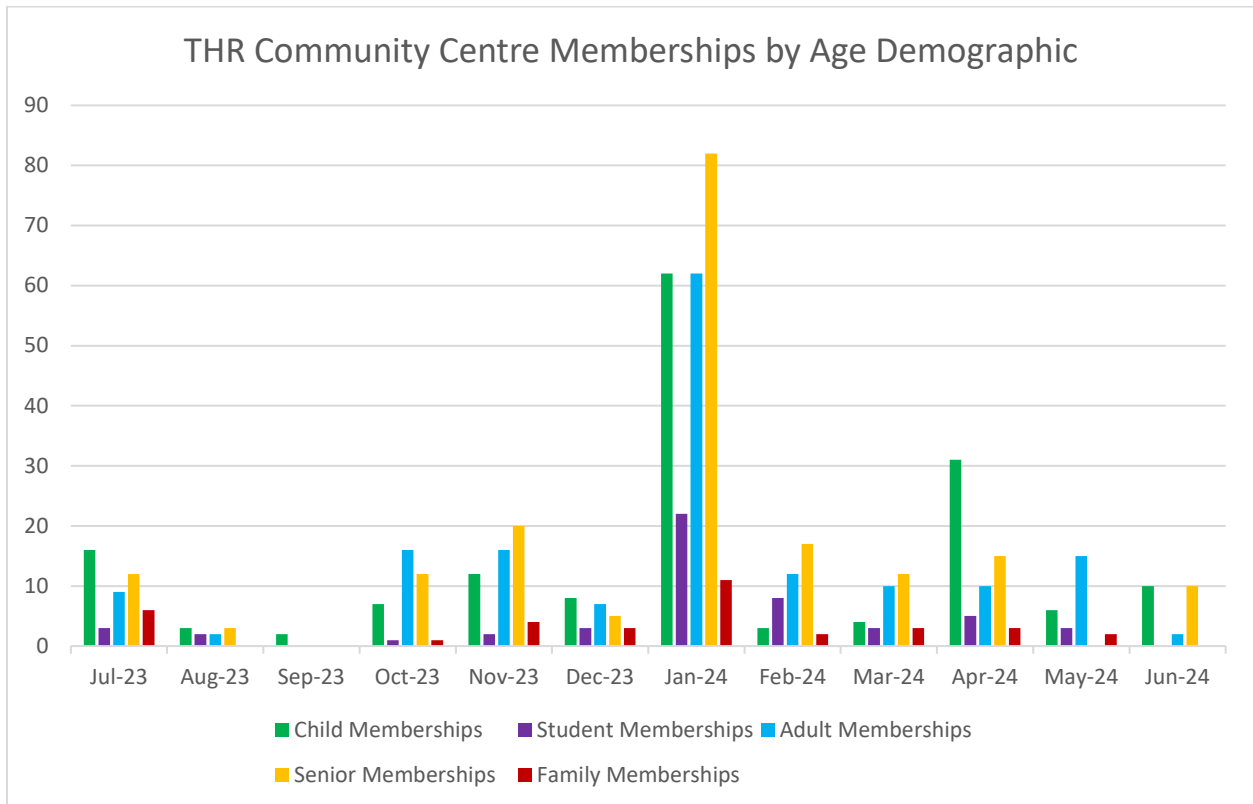




# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** July 16<sup>th</sup> 2024

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT



## Aquatics

### General

The pool continues to operate smoothly with little to no disruption to regular programming. The pool was closed for 2 days after the Track & Field championships, due to very high attendance numbers. The pool’s filtration and water treatment systems took some to reestablish appropriate chlorine and pH levels. The hot tub jets are still offline due to a pump motor failure. The pump motor was shipped south for repairs and machining, but it is unclear when it will be returned for install.

### Staffing

The Don Stewart Aquatic Centre currently has 10 staff which includes 1 full-time Lifeguard on a 4-month term, 8 part-time casual Lifeguards and 1 Assistant Lifeguard. As a result of job



## REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** July 16<sup>th</sup> 2024

**SUBJECT:** RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

postings for Senior Lifeguards, a candidate from out of town has accepted a job offer to start at the beginning of August.

### **Attendance**

June attendance (1612) was higher than both May 2024 (1572) and April 2024 (1331). It was slightly lower than June 2023 (1726). June attendance was steady the last 3 weeks with weekly numbers as follows (278, 250, 260).

Weekly attendance peaked at 698 swimmers during the week of June 3<sup>rd</sup>, due to the Territorial Track and Field Championships hosted in Hay River. The evening Open Swim on June 6 had a record attendance of 199 swimmers. Although the pool had additional staff on hand, the numbers far exceeded expectations and more staff members stepped to provide breaks and assist with lifeguarding duties.

- Aquafit continued Thursday mornings and is now on pause until the instructor returns after the summer break.
- The Swim Team practices 2x a week with 11-13 swimmers regularly attending. They completed their season on June 20<sup>th</sup> and will resume practices in September.
- A group from Fort Resolution came to the pool on June 28<sup>th</sup> to take part in a Swim to Survive session and an open swim.

Other local groups that used the pool this month included:

- PA school – 6 visits
- Ecole Boreale – 4 visits
- DJSS: 1 visit
- Birthday parties: 1 rental

### **Swimming Lessons and Special Programming**

Swimming lessons finished the first week of June. There were 49 swimmers enrolled with an overall completion rate of 53%:

- Preschool levels:        26 enrolled, 6 completed = 23% completion rate
- Swimmer levels:        23 enrolled, 20 completed = 87% completion rate

A Bronze Cross class was offered June 14-16 with 5 participants. All 5 participants completed the course and are now certified as Assistant Lifeguards as per the National Lifesaving Society.

There was also a National Lifeguard course offered July 2-5. Three of 5 participants completed the course and one has been given a verbal offer of full-time employment.

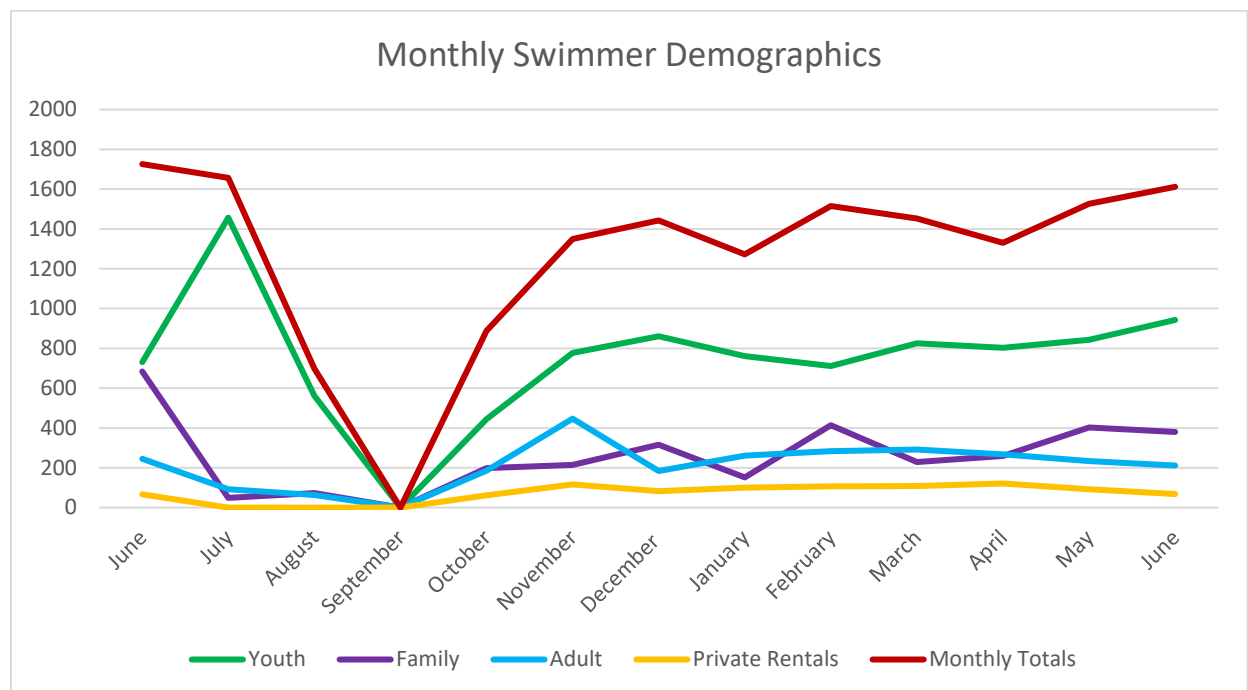
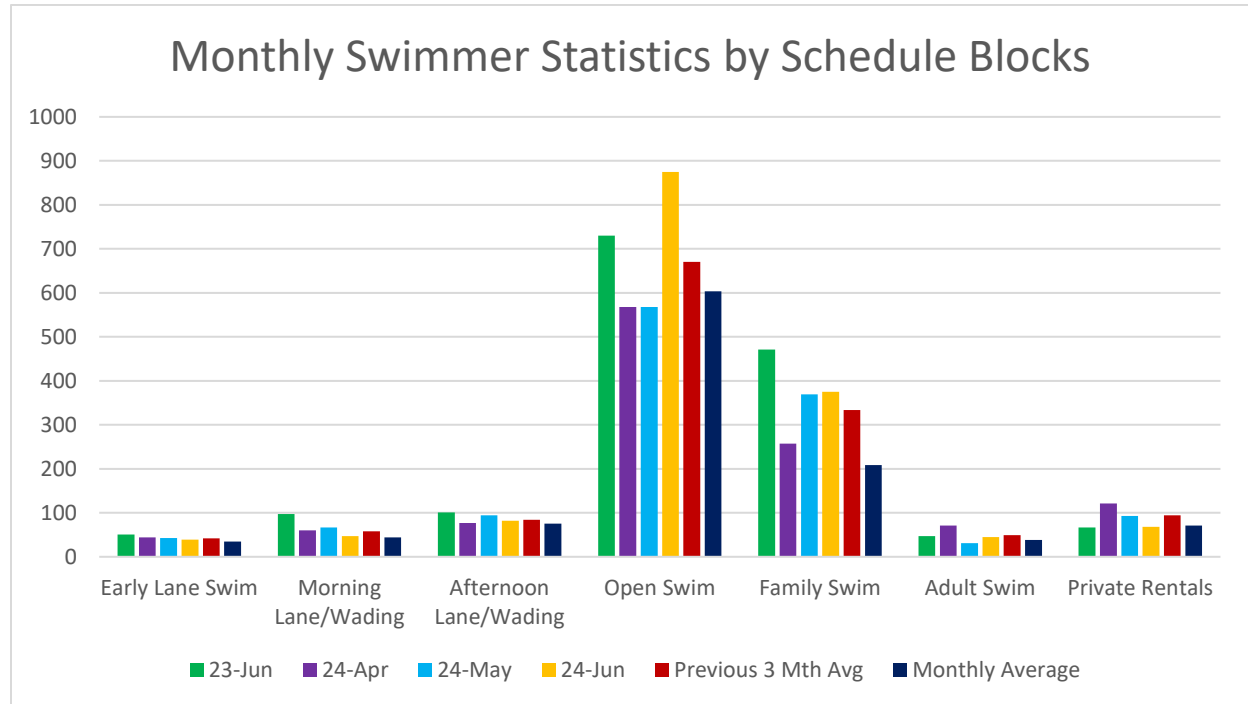


# REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: July 16<sup>th</sup> 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

## Don Stewart Aquatic Centre Statistics





## REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: July 16<sup>th</sup> 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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### Facilities and Maintenance

#### Don Stewart Aquatic Centre:

- Mechanical systems operating smoothly with no major disruptions to programming.
- Hot tub replacement jet pump has been ordered.
- Weekly walkthrough of aquatic centre with Maintenance and Aquatics staff.
- Weekly vacuuming of pool and hot tub.

#### Community Centre Maintenance Items:

- Ongoing building inspections, preventative maintenance, etc.
- Monthly fire extinguisher and safety checks.
- Maintenance and adjustments to HVAC systems as per weather conditions.
- Wall patching and painting underway (curling club, stairwell 1, concession lobby).
- Daily and weekly inspections of fleet vehicles and equipment.
- Staff cleaning the building with janitorial contract suspended.
- Set up multi sport on ice surfaces.
- Increased frequency of room rentals requiring setup (i.e. birthday parties and meetings);
  - Supported Track and Field Championship opening ceremonies and set up;
  - Supported grad set up;
  - Put up grad banners, flower baskets and flags;
  - Other meetings and rentals
  - Brought stage inside building

#### 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.
- Greenspace mowing, maintenance and weekly inspections.
- Prep for season opening of Porritt Landing on June 15<sup>th</sup>.
- Prep for season opening of Fishermen's Wharf Pavilion on June 15<sup>th</sup>.
- Watering of flowers around Town of Hay River

#### Outdoor sport fields and assets:

- Street sweeping of Community Centre parking lot.
- Weekly safety inspection and clean up of skate park.
- Weekly safety inspections and clean up of ball diamonds.
- Weekly safety inspections and status updates of trails and trailheads.



## REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: July 16<sup>th</sup> 2024

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Ball diamonds maintained and prepared for league play three days per week.

### APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

### FINANCIAL IMPLICATIONS:

N/A

### ALTERNATIVES TO RECOMMENDATIONS:

N/A

### ATTACHMENTS:

**Prepared by:**  
Stephane Millette  
Director Recreation and Community Services  
Date: July 11<sup>th</sup>, 2024

**Reviewed by:**  
Glen Smith  
Senior Administrative Officer  
Date: July 11<sup>th</sup>, 2024



# REPORT TO COUNCIL

**DEPARTMENT:** FINANCE & ADMINISTRATION

**DATE:** July 2, 2024

**SUBJECT:** Approval of the July to December Operations and Maintenance (O&M) Contribution Agreement

## RECOMMENDATION:

**THE COUNCIL approves the final Operations and Maintenance Contribution Agreement from July to December 2024 in the amount of \$1,905,250.**

## BACKGROUND:

Each year the Council approves a funding agreement with the Government of Northwest Territories for operations and maintenance for the period April 1<sup>st</sup> to March 31<sup>st</sup> of the following year.

The territorial government delayed approval of the budget for its 2024-25 fiscal year. MACA issued ¼ of the funding earlier in the year in the amount of \$579,750. This funding agreement is in the amount of \$1,905,250 and represents ¾ of the remaining funding for the year.

The total 2024-25 funding for operations and maintenance is \$2,484,990. This represents a \$165,990 increase in the funding that we received in 2023 and the 2024 operating budget.

Once these agreements are signed, funding will flow monthly.

## COUNCIL POLICY / STRATEGY OR GOAL:

To obtain Operations and Maintenance Funding for the current year.

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River O&M Budget for 2024

## FINANCIAL IMPLICATIONS:

\$1,905,250 for operating expenditures April to June 2024.

## ALTERNATIVES TO RECOMMENDATIONS:

N/A

## ATTACHMENTS:

Operations and Maintenance Contribution Agreement 2024-25



# REPORT TO COUNCIL

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**DEPARTMENT: FINANCE & ADMINISTRATION**

**DATE: July 2, 2024**

**SUBJECT: Approval of the July to December Operations and Maintenance (O&M) Contribution Agreement**

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**Prepared by:**  
**Abena Nyarko**  
**Director of Finance and Administration**  
**July 2, 2024**

**Reviewed by:**  
**Glenn Smith**  
**SAO**  
**July 2, 2024**

**CONTRIBUTION AGREEMENT  
OPERATIONS AND MAINTENANCE**

**This Contribution Agreement package includes:**

Contribution Agreement for the Town of Hay River

Schedule "A": Quarterly Report form

Instructions:

Print two copies of the Contribution Agreement package and send both copies to the Recipient for signature. Instruct the Recipient to sign and date both copies and then send both signed copies to the Regional Superintendent designated for the Department of Municipal and Community Affairs (MACA) for execution. Have the MACA official sign and date both copies.

**After both copies of the Contribution Agreement are signed by both parties, send one original copy of the signed Agreement back to the Recipient and process the other signed original.**

**NOTE:** No funds will be released to the Recipient until the Contribution Agreement package, signed by both parties, has been processed by the regional Shared Financial Services.

**CONTRIBUTION AGREEMENT  
OPERATIONS AND MAINTENANCE**

**THIS AGREEMENT** made on April 1<sup>st</sup>, 2024

**BETWEEN:**

**GOVERNMENT OF THE NORTHWEST TERRITORIES**  
as represented by  
**the Regional Superintendent, South Slave Region**  
**Department of Municipal and Community Affairs**  
(the "GNWT")

OF THE FIRST PART

**AND:**

**Town of Hay River**  
(the "Recipient")

OF THE SECOND PART

The Recipient is eligible to receive Operations and Maintenance ("O&M") funding under the Department of Municipal and Community Affairs' ("MACA") Operations and Maintenance Funding Policy Revised October 3, 2023 ("O&M Policy"). The GNWT has determined that the Recipient meets the criteria of the O&M Policy.

The Recipient was authorized by Council Bylaw no. \_\_\_\_\_ or dated \_\_\_\_\_ to enter into this Agreement.

The parties agree as follows:

O&M Funding

1. If the Recipient has:

- (a) met all of its duties and obligations under a previous O&M funding agreement; and
- (b) has disclosed all sources of funding, including those received in kind, respecting the O&M, the GNWT shall pay to the Recipient the total amount of One Million, Nine Hundred Five Thousand Two Hundred and Fifty Dollars Hundred and Fifty Dollars (\$1,905,250) (the "O&M Funds") in the amounts and on the dates as follows:

July 1, 2024	\$317,550
August 1, 2024	\$317,540
September 1, 2024	\$317,540
October 1, 2024	\$317,540
November 1, 2024	\$317,540
December 1, 2024	\$317,540

2. The Recipient acknowledges and agrees that payment by the GNWT of O&M Funds is subject to section 97 of the *Financial Administration Act*, S.N.W.T. 2015, c. 13 as amended, which states:

It is a condition of every contract and other agreement made by or on behalf of Government requiring an expenditure that an expenditure pursuant to the contract or agreement will be incurred only if there is a sufficient uncommitted balance in the appropriation for the

department for the Government fiscal year in which the expenditure is required under the contract or agreement.

3. The Recipient shall inform the GNWT in writing of any additional sources of funding which becomes available to it with respect to the O&M, within thirty (30) days of that availability.

#### Use of O&M Funds

4. The Recipient shall use the O&M Funds for the costs of providing community government programs and services.

#### Term

5. This Agreement commences on **April 1, 2024** and terminates on **March 31, 2025** unless terminated in accordance with the provisions of this Agreement.

#### Financial accountability and reporting

6. The Recipient shall keep proper accounts and records of the revenues and expenditures related to this Agreement, including all working papers and all original invoices, receipts, vouchers and proof of payment, and provide copies of them to the GNWT on request or allow the GNWT, at any reasonable hour, to carry out an audit or inspection of the accounts and records for a period of seven (7) years after the termination of this Agreement.
7. The Recipient shall refund to the GNWT immediately, on receipt of a written request from the GNWT, any monies paid to the Recipient under this Agreement for which, in the opinion of the GNWT, no satisfactory evidence has been provided by the Recipient that the monies have been expended in accordance with this Agreement.

#### Quarterly and Final Financial Reports

8. The Recipient shall:
  - (a) on each of July 31, 2024, October 31, 2024, January 31, 2025 and April 30, 2025, submit a quarterly report in the form set out in Schedule "A", Quarterly Report, along with copies of all bank statements and other substantiating documents relevant to the expenditures made under this Agreement, to the GNWT; and
  - (a) on or before 120 days after the Recipient's year end, submit to the GNWT an audited schedule of revenues and expenditures related to this Agreement, in the form entitled "Standard Audited Financial Statement Format" posted on the MACA's website at [http://www.maca.gov.nt.ca/sites/maca/files/resources/financial\\_statements\\_format.pdf](http://www.maca.gov.nt.ca/sites/maca/files/resources/financial_statements_format.pdf), and any additional information requested by the GNWT.

#### Additional Reporting Information

9. The GNWT may seek additional reporting information from the Recipient concerning the performance of this Agreement and the Recipient shall not unreasonably withhold such information from the GNWT.
10. The Recipient shall sign the required Consent to Release Information forms and shall allow the release of information about the Recipient to the Department of Municipal and Community Affairs by the following organizations:
  - (a) Arctic Energy Alliance;
  - (b) Local Government Administrators of the Northwest Territories; and

(c) Northwest Territories Association of Community Governments.

11. During the term of this Agreement, upon the request of the GNWT, the Recipient shall meet with the GNWT and provide information and particulars to the GNWT concerning the carrying out of the O&M.

#### Withholding or Reduction of Funds

12. The GNWT may withhold any part of the O&M Funds if, in the GNWT's opinion, the Recipient has not complied with the requirements of this Agreement. The GNWT may provide to the Recipient the withheld O&M Funds when the Recipient is in compliance with this Agreement.

13. The GNWT may deduct from any payment of the O&M Funds or may require repayment of:

- (a) any portion of previous payments of the O&M Funds not accounted for as required by this Agreement;
- (b) any portion of previous payments of the O&M Funds not spent or returned to the GNWT within the time specified in this Agreement or as directed by the GNWT; and
- (c) the value, as determined by the GNWT, of any unfulfilled O&M obligations of the Recipient which are due at the scheduled time of payment of the O&M Funds.

#### Confidentiality

14. The Recipient shall ensure that any information related to the affairs of the GNWT to which the Recipient becomes aware of as a result of this Agreement is treated as confidential during and after the term of this Agreement and shall not be disclosed without the prior written approval of the GNWT.

15. The Recipient acknowledges that the GNWT may be required to release information about this Agreement in accordance with the requirements of the *Access to Information and Protection of Privacy Act*.

#### Liability and indemnification

16. The GNWT, its officers, servants or agents shall not be liable to the Recipient, its administrators, successors and assigns for any direct, indirect, special, incidental, exemplary, consequential or punitive damages, or any other types of commercial damage or loss of every nature and kind attributable to the performance of this Agreement, or whether directly or indirectly as a result of any breach of this Agreement, or from any tortious acts, errors or omissions on the part of the GNWT, its officers, servants or agents.

17. The Recipient shall defend, indemnify and hold harmless the GNWT, its Ministers, officers, employees, servants and agents from and against all claims, actions, causes of action, demands, costs, losses, damages, expenses, suits or other proceedings by whomever made, brought or prosecuted in any manner based upon or related wholly or partially to the acts or omissions of the Recipient in its performance of this Agreement, except to the extent that that such losses or damages were caused by the gross negligence or wilful misconduct of the GNWT, its Ministers, officers, employees, servants or agents.

18. The Recipient shall notify the GNWT immediately of any claim, action, or other proceeding made, brought, prosecuted or threatened in writing to be brought or prosecuted that is based upon, occasioned by or in any way attributable to the use or expenditure of the O&M Funds under this Agreement.

#### Insurance

19. The Recipient shall, without limiting its obligations or liabilities in this Agreement, obtain, maintain and pay for during the term of this Agreement, the following insurance with limits not less than those shown:

(a) Commercial General Liability Insurance with limits of not less than two million dollars (\$2,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use of bodily part or function, or property. Such insurance shall include but not be limited to the following terms and conditions:

- i. Blanket contractual liability;
- ii. Personal injury liability;
- iii. Medical payments;
- iv. Employee as additional insured\*
- v. Broad form property damage;
- vi. Cross liability;
- vii. Contingent employers liability;
- viii. Products and completed operations liability\*
- ix. Contractor's protective liability\* and
- x. Non-owned automobile liability\*

\* WHERE APPLICABLE

The insurance policies in this clause shall be endorsed to show the GNWT as additional named insured and the Recipient shall provide satisfactory evidence of such insurance to the GNWT or a standing authorization to obtain the information from the Recipient's insurance provider, within thirty (30) days of the signing of this Agreement.

(b) Professional Liability Insurance with limits of not less than one million dollars (\$1,000,000.00) per claim and two million dollars (\$2,000,000.00) in the annual aggregate, to cover claims arising out of the rendering of or failure to render any professional service under this Agreement.

(c) All policies shall provide that thirty days written notice be given to the GNWT prior to any material changes or cancellations of any such policies.

#### Termination and Amendment

20. This Agreement may be terminated by either party at any time before the Recipient has spent all of the O&M Funds. In the event of such termination, the Recipient shall return to the GNWT all O&M Funds not spent under this Agreement and provide the GNWT with an accounting of all expenditures made under this Agreement within thirty (30) days of termination.

21. This Agreement may be amended at any time by the written consent of the parties.

#### Notices and Addresses

22. In this Agreement, if the GNWT or the Recipient gives any notice, it shall be in writing and will be determined to have been received:

- (a) immediately, if delivered in person;
- (b) one (1) day after transmittal, if sent electronically; or
- (c) ten (10) days after mailing, if sent by registered mail;

if sent to the following address:

if to the GNWT at: Bobby Bourque  
Regional Superintendent  
South Slave Region  
Municipal and Community Affairs

BOX 127  
FORT SMITH NT X0E 0P0

if to the Recipient at: Her Worship Mayor Kandis Jameson  
Town of Hay River  
100-62 Woodland Drive  
HAY RIVER NT X0E 1G1

or to such other address or person that either party may identify by notice to the other.

#### Dispute Resolution

23. All disputes about the interpretation and application of this Agreement shall be resolved by the Minister of Municipal and Community Affairs on behalf of the GNWT, in the Minister's sole discretion, and the Minister's decision shall be final.

#### Severability

24. The parties intend that all provisions of this Agreement shall be fully binding and effective but if any particular provision or part of or all of one provision is found to be void or unenforceable for any reason, then that particular provision shall be deemed severed from the remainder of this Agreement and all other provisions shall remain in force.

#### General Terms and Conditions

25. This Agreement shall be interpreted and governed by the laws of the Northwest Territories and the laws of Canada as applicable.
26. Time shall be of the essence in this Agreement.
27. The term "Recipient" includes all officers, employees, servants and agents of the Recipient, as the case requires.
28. There shall be no waiver of a breach of any term or condition of this Agreement unless the waiver is in writing signed by the party who has waived the breach and specifically sets out the breach and the agreement to waive the same. A waiver with a respect to a specific breach shall not affect any rights of the parties relating to other or future breaches.
29. This Agreement shall enure to the benefit of and be binding upon the parties hereto, their administrators, successors, and assigns.
30. No member of the Legislative Assembly shall be permitted to obtain any share of part of this Agreement or be entitled to receive any financial benefit arising from this Agreement.
31. Words in this Agreement importing male gender include female gender and words importing the singular include the plural and vice versa.
32. This Agreement may be executed by the parties in separate counterparts, each of which shall be deemed to constitute an original, and all of which together shall constitute one and the same agreement. This Agreement will be considered fully executed when both parties have executed an identical counterpart, despite all

signatures not appearing on the same counterpart. This Agreement may be executed and delivered by facsimile or electronic signatures.

**IN WITNESS WHEREOF** the parties have executed this Agreement through their authorized representatives as follows:

**SIGNED** on behalf of the Government of the Northwest Territories on \_\_\_\_\_ (month) \_\_\_\_ (day), 20\_\_\_\_\_.

\_\_\_\_\_  
Bobby Bourque  
Regional Superintendent, South Slave Region  
Municipal and Community Affairs

**SIGNED** on behalf of the Municipal Corporation on \_\_\_\_\_ (month) \_\_\_\_ (day), 20\_\_\_\_\_.

\_\_\_\_\_  
Mayor Kandis Jameson  
Town of Hay River

Schedule "A"

Quarterly Report

1. The Recipient shall submit to the Designated Contact a Quarterly Report no later than thirty (30) days after the end of each reporting period, as set out in section 8 of this Agreement.
2. A Quarterly Report must include:
  - (a) detailed financial statements (statements of all revenues and expenditures and a statement of financial position) in a form as may be required by the GNWT from time to time; and
  - (b) bank statements.



# REPORT TO COUNCIL

**DEPARTMENT:** FINANCE & ADMINISTRATION      **DATE:** July 2, 2024  
**SUBJECT:** Approval of the July to December 2024 Water and Sewer Contribution Agreement

## RECOMMENDATION:

**THE COUNCIL approves the final Water and Sewer Funding Contribution Agreement from July to December 2024 in the amount of \$890,750.**

## BACKGROUND:

Each year the Council approves a transfer agreement with the Government of Northwest Territories for water and sewer funding for the period April 1<sup>st</sup> to March 31<sup>st</sup> of the following year.

The territorial government delayed approval of the budget for its 2024-25 fiscal year. MACA issued ¼ of the funding earlier in the year in the amount of \$272,250. This funding agreement is in the amount of \$890,750 and represents ¾ of the remaining funding for the year.

The total 2024-25 funding for water and sewer is \$1,163,000. This represents a \$74,000 increase in the funding that we received in 2023 and the 2024 operating budget.

Once these agreements are signed, funding will flow monthly.

## COUNCIL POLICY / STRATEGY OR GOAL:

To obtain Water and Sewer Funding for the current year.

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River Utility O & M Budget for 2024

## FINANCIAL IMPLICATIONS:

\$890,750 for utility operating expenditures from July to December 2024.

## ALTERNATIVES TO RECOMMENDATIONS:

N/A

## ATTACHMENTS:

Transfer Agreement – Water & Sewer Transfer Agreement.

**Prepared by:**  
**Abena Nyarko**  
**Director of Finance and Administration**  
**July 2, 2024**

**Reviewed by:**  
**Glenn Smith**  
**SAO**  
**July 2, 2024**

**CONTRIBUTION AGREEMENT  
WATER AND WASTE SERVICES**

**This Contribution Agreement package includes:**

Contribution Agreement for **Town of Hay River**

Schedule "A": Quarterly Report form

Instructions:

Print two copies of the Contribution Agreement package and send both copies to the Recipient for signature. Instruct the Recipient to sign and date both copies and then send both signed copies to the Regional Superintendent designated for the Department of Municipal and Community Affairs (MACA) for execution. Have the MACA official sign and date both copies.

**After both copies of the Contribution Agreement are signed by both parties, send one original copy of the signed Agreement back to the Recipient and process the other signed original.**

**NOTE:** No funds will be released to the Recipient until the Contribution Agreement package, signed by both parties, has been processed by the regional Shared Financial Services.

**CONTRIBUTION AGREEMENT  
WATER AND WASTE SERVICES FUNDING**

**THIS AGREEMENT** made on April 1<sup>st</sup>, 2024

**BETWEEN:**

**GOVERNMENT OF THE NORTHWEST TERRITORIES**  
as represented by  
**the Regional Superintendent, South Slave Region**  
**Department of Municipal and Community Affairs**  
(the "GNWT")

OF THE FIRST PART

**AND:**

**Town of Hay River**  
(the "Recipient")

OF THE SECOND PART

The Recipient is eligible to receive Water and Waste Services ("WWS") funding under the Department of Municipal and Community Affairs' ("MACA") Water and Waste Services Funding Policy Revised October 3, 2023 ("WWS Policy"). The GNWT has determined that the Recipient meets the criteria of the WWS Policy.

The Recipient was authorized by Council Motion #. \_\_\_\_\_ dated \_\_\_\_\_ to enter into this Agreement.

The parties agree as follows:

WWS Funding

1. If the Recipient has:
  - (a) met all of its duties and obligations under a previous WWS funding agreement and
  - (b) has disclosed all sources of funding, including those received in kind, respecting the WWS, the GNWT shall pay to the Recipient the total amount of Eight Hundred Ninety Thousand, Seven Hundred and Fifty Dollars (\$890,750) (the "WWS Funds") in the amounts and on the dates as follows:

July 1, 2024	\$148,500
August 1, 2024	\$148,450
September 1, 2024	\$148,450
October 1, 2024	\$148,450
November 1, 2024	\$148,450
December 1, 2024	\$148,450

2. The Recipient shall use the WWS funds to assist with the operational costs of providing water and waste services.
3. The Recipient acknowledges and agrees that payment by the GNWT of WWS Funds is subject to section 97 of the *Financial Administration Act*, S.N.W.T. 2015, c. 13 as amended, which states:

It is a condition of every contract and other agreement made by or on behalf of Government requiring an expenditure that an expenditure pursuant to the contract or agreement will be incurred only if there is a sufficient uncommitted balance in the appropriation for the department for the Government fiscal year in which the expenditure is required under the contract or agreement.

4. The Recipient shall inform the GNWT in writing of any additional sources of funding which becomes available to it with respect to the WWS, within thirty (30) days of that availability.

#### Term

5. This Agreement commences on **April 1, 2024** and terminates on **March 31, 2025**, unless terminated in accordance with the provisions of this Agreement.

#### Financial accountability and reporting

6. The Recipient shall keep proper accounts and records of the revenues and expenditures related to this Agreement, including all working papers and all original invoices, receipts, vouchers and proof of payment, and provide copies of them to the GNWT on request or allow the GNWT, at any reasonable hour, to carry out an audit or inspection of the accounts and records for a period of seven (7) years after the termination of this Agreement.
7. The Recipient shall refund to the GNWT immediately, on receipt of a written request from the GNWT, any monies paid to the Recipient under this Agreement for which, in the opinion of the GNWT, no satisfactory evidence has been provided by the Recipient that the monies have been expended in accordance with this Agreement.

#### Quarterly and Final Financial Reports

8. The Recipient shall:
  - (a) on each of July 31, 2024, October 31, 2024, January 31, 2025 and April 30, 2025, submit a quarterly report in the form set out in Schedule "A", Quarterly Report, along with copies of all bank statements and other substantiating documents relevant to the expenditures made under this Agreement, to the GNWT; and
  - (a) on or before 120 days after the Recipient's year end, submit to the GNWT an audited schedule of revenues and expenditures related to this Agreement, in the form entitled "Standard Audited Financial Statement Format" posted on the MACA's website at [http://www.maca.gov.nt.ca/sites/maca/files/resources/financial\\_statements\\_format.pdf](http://www.maca.gov.nt.ca/sites/maca/files/resources/financial_statements_format.pdf), and any additional information requested by the GNWT.
9. The GNWT may seek additional reporting information from the Recipient concerning the performance of this Agreement and the Recipient shall not unreasonably withhold such information from the GNWT.
10. During the term of this Agreement, upon the request of the GNWT, the Recipient shall meet with the GNWT and provide information and particulars to the GNWT concerning the carrying out of the WWS.

#### Withholding or Reduction of Funds

11. The GNWT may withhold any part of the WWS Funds if, in the GNWT's opinion, the Recipient has not complied with the requirements of this Agreement. The GNWT may provide to the Recipient the withheld WWS Funds when the Recipient is in compliance with this Agreement.
12. The GNWT may deduct from any payment of the WWS Funds or may require repayment of:

- (a) any portion of previous payments of the WWS Funds not accounted for as required by this Agreement;
- (b) any portion of previous payments of the WWS Funds not spent or returned to the GNWT within the time specified in this Agreement or as directed by the GNWT; and
- (c) the value, as determined by the GNWT, of WWS unfulfilled obligations of the Recipient which are due at the scheduled time of payment of the WWS Funds.

#### Confidentiality

- 13. The Recipient shall ensure that any information related to the affairs of the GNWT to which the Recipient becomes aware of as a result of this Agreement is treated as confidential during and after the term of this Agreement and shall not be disclosed without the prior written approval of the GNWT.
- 14. The Recipient acknowledges that the GNWT may be required to release information about this Agreement in accordance with the requirements of the Access to Information and Protection of Privacy Act.

#### Liability and indemnification

- 15. The GNWT, its officers, servants or agents shall not be liable to the Recipient, its administrators, successors and assigns for any direct, indirect, special, incidental, exemplary, consequential or punitive damages, or any other types of commercial damage or loss of every nature and kind attributable to the performance of this Agreement, or whether directly or indirectly as a result of any breach of this Agreement, or from any tortious acts, errors or omissions on the part of the GNWT, its officers, servants or agents.
- 16. The Recipient shall defend, indemnify and hold harmless the GNWT, its Ministers, officers, employees, servants and agents from and against all claims, actions, causes of action, demands, costs, losses, damages, expenses, suits or other proceedings by whomever made, brought or prosecuted in any manner based upon or related wholly or partially to the acts or omissions of the Recipient in its performance of this Agreement, except to the extent that such losses or damages were caused by the gross negligence or wilful misconduct of the GNWT, its Ministers, officers, employees, servants or agents.
- 17. The Recipient shall notify the GNWT immediately of any claim, action, or other proceeding made, brought, prosecuted or threatened in writing to be brought or prosecuted that is based upon, occasioned by or in any way attributable to the use or expenditure of the WWS Funds under this Agreement.

#### Insurance

- 18. The Recipient shall, without limiting its obligations or liabilities in this Agreement, obtain, maintain and pay for during the term of this Agreement, the following insurance with limits not less than those shown:
  - (a) Commercial General Liability Insurance with limits of not less than two million dollars (\$2,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use of bodily part or function, or property. Such insurance shall include but not be limited to the following terms and conditions:
    - i. Blanket contractual liability;
    - ii. Personal injury liability;
    - iii. Medical payments;
    - iv. Employee as additional insured\*
    - v. Broad form property damage;
    - vi. Cross liability;
    - vii. Contingent employers liability;
    - viii. Products and completed operations liability\*
    - ix. Contractor's protective liability\* and

- x. Non-owned automobile liability\*  
\* WHERE APPLICABLE

The insurance policies in this clause shall be endorsed to show the GNWT as additional named insured and the Recipient shall provide satisfactory evidence of such insurance to the GNWT or a standing authorization to obtain the information from the Recipient's insurance provider, within thirty (30) days of the signing of this Agreement.

- (b) Professional Liability Insurance with limits of not less than one million dollars (\$1,000,000.00) per claim and two million dollars (\$2,000,000.00) in the annual aggregate, to cover claims arising out of the rendering of or failure to render any professional service under this Agreement.
- (c) All policies shall provide that thirty days written notice be given to the GNWT prior to any material changes or cancellations of any such policies.

#### Termination and Amendment

- 19. This Agreement may be terminated by either party at any time before the Recipient has spent all of the WWS Funds. In the event of such termination, the Recipient shall return to the GNWT all WWS Funds not spent under this Agreement and provide the GNWT with an accounting of all expenditures made under this Agreement within thirty (30) days of termination.
- 20. This Agreement may be amended at any time by the written consent of the parties.

#### Notices and Addresses

- 21. In this Agreement, if the GNWT or the Recipient gives any notice, it shall be in writing and will be determined to have been received:
  - (a) immediately, if delivered in person;
  - (b) one (1) day after transmittal, if sent electronically; or
  - (c) ten (10) days after mailing, if sent by registered mail;

if sent to the following address:

if to the GNWT at: Bobby Bourque  
Regional Superintendent  
South Slave Region  
Municipal and Community Affairs  
BOX 127  
HAY RIVER NT X0E 0P0

if to the Recipient at: Mayor Kandis Jameson  
Town of Hay River  
100-62 Woodland Drive  
HAY RIVER NT X0E 1G1

or to such other address or person that either party may identify by notice to the other.

### Dispute Resolution

22. All disputes about the interpretation and application of this Agreement shall be resolved by the Minister of Municipal and Community Affairs on behalf of the GNWT, in the Minister's sole discretion, and the Minister's decision shall be final.

### Severability

23. The parties intend that all provisions of this Agreement shall be fully binding and effective but if any particular provision or part of or all of one provision is found to be void or unenforceable for any reason, then that particular provision shall be deemed severed from the remainder of this Agreement and all other provisions shall remain in force.

### General Terms and Conditions

24. This Agreement shall be interpreted and governed by the laws of the Northwest Territories and the laws of Canada as applicable.
25. Time shall be of the essence in this Agreement.
26. The term "Recipient" includes all officers, employees, servants and agents of the Recipient, as the case requires.
27. There shall be no waiver of a breach of any term or condition of this Agreement unless the waiver is in writing signed by the party who has waived the breach and specifically sets out the breach and the agreement to waive the same. A waiver with a respect to a specific breach shall not affect any rights of the parties relating to other or future breaches.
28. This Agreement shall enure to the benefit of and be binding upon the parties hereto, their administrators, successors, and assigns.
29. No member of the Legislative Assembly shall be permitted to obtain any share of part of this Agreement or be entitled to receive any financial benefit arising from this Agreement.
30. Words in this Agreement importing male gender include female gender and words importing the singular include the plural and vice versa.
31. This Agreement may be executed by the parties in separate counterparts, each of which shall be deemed to constitute an original, and all of which together shall constitute one and the same agreement. This Agreement will be considered fully executed when both parties have executed an identical counterpart, despite all

signatures not appearing on the same counterpart. This Agreement may be executed and delivered by facsimile or electronic signatures.

**IN WITNESS WHEREOF** the parties have executed this Agreement through their authorized representatives as follows:

**SIGNED** on behalf of the Government of the Northwest Territories on \_\_\_\_\_ (month) (day), 20\_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
Bobby Bourque  
Regional Superintendent, South Slave Region  
Municipal and Community Affairs

**SIGNED** on behalf of the Municipal Corporation on \_\_\_\_\_ (month) \_\_\_\_\_ (day), 20\_\_\_\_\_.

\_\_\_\_\_  
Mayor Kandis Jameson  
Town of Hay River

Schedule "A"

Quarterly Report

1. The Recipient shall submit to the Designated Contact a Quarterly Report no later than thirty (30) days after the end of each reporting period, as set out in section 8 of this Agreement.
2. A Quarterly Report must include:
  - (a) detailed financial statements (statements of all revenues and expenditures and a statement of financial position) in a form as may be required by the GNWT from time to time.



# REPORT TO COMMITTEE

DEPARTMENT: ADMINISTRATION

DATE: June 16<sup>th</sup>, 2024

SUBJECT: EXCUSED ABSENCE

## RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillors Willows from the Regular Meeting of Council, Tuesday, June 30<sup>th</sup>, 2024

## BACKGROUND:

Cllr Willows has asked to be excused from the Regular Meeting of Council, Tuesday, June 30<sup>th</sup>, 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: July 11<sup>th</sup>, 2024

**Reviewed by:**



# REPORT TO COMMITTEE

DEPARTMENT: OFFICE OF THE SAO

DATE: July 16, 2024

SUBJECT: 2028 Arctic Winter Games Hosting Opportunity

## RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter to the Department of Municipal and Community Affairs indicating:

1. The Town of Hay River does not have an interest in hosting an Arctic Winter Games in 2028;
2. The Town of Hay River would consider allocation of facilities and limited municipal resources as part of another community's hosting bid.

## BACKGROUND:

The NWT is scheduled to host the Arctic Winter Games in 2028. The Department of Municipal and Community Affairs (MACA) is engaging with community governments to determine interest in hosting the multisport event. Community governments that are interested in hosting or cohosting are asked to submit an expression of interest by July 24, 2024.

If the GNWT approves hosting the 2028 AWG, a Host Society will be required. Past successful Host Societies have had municipal council representation and support on their boards and committees, in-kind use of municipal infrastructure, and financial contributions to support the event.

Typical benefits for communities that host the Games include: economic benefits, legacy infrastructure, job creation, community awareness, and an increased sense of community. Financial risks and opportunity costs can be considerable for smaller communities such as Hay River.

The Town of Hay River cohosted the most recent AWG in the NWT in 2018 with Fort Smith. These were the smallest communities ever to host the Games, with the exception of Hay River and Pine Point who hosted in 1978, when the Games were half their current size. The reported expenditures for cohosting the 2018 event were \$10M which included \$2.1M in capital purchases. The associated economic activity for the South Slave was \$12M. Visitor spending was \$385,000. Legacy infrastructure included the Hay River Community Centre (supported funding), community telecommunications improvements, and recreation equipment.

Multiple post event reports were completed as part of the reporting requirements for the 2018 Games. One report indicated that over 80% of survey respondents felt the AWG was 'very successful' (19%) or 'successful' (62%). Challenges reported included:

1. The structure of how the games were governed – organized by paid staff and not by a board of governors;
2. Delays in the construction of Hay River's arena;
3. A shortage of accommodations;
4. A lack of volunteers;
5. A limited budget to pay cultural performers.



# REPORT TO COMMITTEE

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**DEPARTMENT:** OFFICE OF THE SAO

**DATE:** July 16, 2024

**SUBJECT:** 2028 Arctic Winter Games Hosting Opportunity

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The current hosting format for the AWG includes approximately 2,000 participants from 8 jurisdictions, participating in 20 events over 7 days. The current scale of the Games is thought to exceed the capacity of infrastructure and other resources within Hay River. Any intent for Hay River to participate in hosting would be as a co-host with other communities.

It is recommended by Administration that given the capacity restrictions of the community and Council's current corporate strategic direction, that Council respond to MACA that the municipal government would not have an interest in hosting the 2028 AWG but could offer its facilities and resources in a smaller capacity to support another community's hosting interest.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

- Submit an expression of interest to host or co-host the 2028 AWGs

**ATTACHMENTS:**

- MACA 2028 Arctic Winter Games Hosting Opportunity Letter

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**Prepared by:**  
Glenn Smith  
Senior Administrative Officer  
July 11, 2024

**Reviewed by:**



July 4, 2024

SENIOR ADMINISTRATIVE OFFICERS/MANAGERS

**2028 Arctic Winter Games Hosting Opportunity**

I am writing to inform you that the Northwest Territories (NWT) is currently scheduled to host the 2028 Arctic Winter Games (2028 AWG); and selected community governments will be invited to attend a virtual information session on hosting multisport games and the potential benefits to hosting, on July 10, 2024.

The Arctic Winter Games International Committee (AWGIC) has requested that the Government of the Northwest Territories (GNWT) provide a response on a decision to host the 2028 AWG games by September 15, 2024. The Department of Municipal and Community Affairs (MACA) is currently considering whether this is a feasible venture for the NWT to pursue.

MACA has gathered some preliminary thoughts relevant to this endeavor, including:

- The AWGs, first held in 1970 in Yellowknife, is the world's largest multisport and cultural event for young people of the Arctic. NWT has hosted every 8 to 10 years.
- The current hosting rotation has AWG scheduled every two years, with NWT hosting in 2028.  
The schedule beyond 2030 has not yet been confirmed.
- The GNWT will consider hosting the 2028 AWG dependent on the level of municipal support for AWG.
- If the GNWT approves hosting the 2028 AWG, a Host Society will be required. Past successful Host Societies have had municipal council representation and support on their boards and committees; in-kind use of municipal infrastructure; and financial contribution to support the event.
- There could be the opportunity to regionalize the 2028 AWG and consider hosting certain events in transportation-connected communities such as:
  - Dettah/Ndilø, Behchokò and Yellowknife,
  - Tuktoyaktuk, Aklavik, Fort McPherson, Tsiigehtchic and Inuvik,
  - Fort Smith, Fort Resolution, Hay River and Kátł'odeeche First Nation
- The current hosting format includes approximately 2,000 participants from 8 jurisdictions, participating in 20 events over 7 days. The GNWT or Host Society could request alternate formats and sizes; however, the AWGIC has shared that a review of hosting parameters is expected including potential options such as reduced size or split community, which may support future hosting in smaller communities after 2030.

- The GNWT's contribution to the 2018 AWG hosted in Hay River and Fort Smith was \$3.5 million, and in-kind contributions of \$1.0 million. GNWT contributions toward the 2028 AWG have not been confirmed.

MACA will be reaching out between July 5 to 24, 2025, conducting community engagement to gather feedback and identify potential host communities. Community government's will be asked for feedback on hosting AWG in the NWT; and to provide a written expression of interest by July 24, 2024 if their community government would be interested in hosting or cohosting AWG events in 2028.

Please reach out to me at [alison\\_brown@gov.nt.ca](mailto:alison_brown@gov.nt.ca) or 867-767-9166 ext. 21117 if you have any questions or comments. Coordinates to the virtual meeting on July 10, 2024 will be shared by email.

Sincerely,



Alison Brown  
Director Sport, Recreation and Youth  
Municipal and Community Affairs

c. Distribution List

Distribution List:

Pushp Seth  
Senior Administrative Officer  
Community Government of Behchokò

Kevin Corrigan  
Senior Administrative Officer  
Village of Fort Simpson

Tracy Thomas  
Town of Fort Smith

Glenn Smith  
Senior Administrative Officer  
Town of Hay River

Cynthia Pihlaja  
Acting Senior Administrative Officer  
Town of Inuvik

Cathy Clarke  
Senior Administrative Officer  
Town of Norman Wells

Cc Distribution List:

Mercedes Rabesca  
Behchokò Recreation Manager

Billy-Jo Burrill  
Fort Simpson Recreation Coordinator

Emily Colucci  
Fort Smith Director of Community Services

Stephane Millette  
Hay River Recreation Director

Steven Krug  
Inuvik Director of Parks and Recreation

Alex Millette  
Norman Wells Recreation Manager

Grant White  
Yellowknife Director of Community Services