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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. Council Liaison Monthly Updates
  - b. Mayors monthly report for February – page 2-3
  - c. RCMP Monthly Mayors report for February – page 4-9
  - d. Agriculture Newsletter - page 10-12
6. **ADMINISTRATIVE ENQUIRIES**
7. **NEW BUSINESS**
  - a. Infrastructure and Planning Services Monthly Report for February – page 13-20
  - b. Recreation and Community Services Monthly Report for February – page 21-32
  - c. Municipal Services Monthly Report for February – page 33-36
  - d. Emergency Services Monthly Report for February – page 37-41
  - f. Federation of Canadian Municipalities Climate Change Grant Application – page 42-44
  - g. Property Assessment & Taxation Act Tax Sale Provision – page 45-50
  - h. Healthy Communities Award – page 51-53
  - i. New Municipal Solid Waste Facility Site Selection – page 54-60
  - j. Excused Absence – page 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**



# REPORT TO COMMITTEE

**DEPARTMENT: GOVERNANCE**

**DATE: February 6<sup>th</sup>, 2025**

**SUBJECT: MAYORS MONTHLY REPORT**

**RECOMMENDATION:**

**For Information only;**

**BACKGROUND:**

**Mayor's February 2025 Meetings**

<u>Date</u>	<u>Meeting with or Attended</u>	<u>Location</u>
February 3 <sup>rd</sup>	NWTAC Executive Meeting	Zoom
February 10 <sup>th</sup>	Northern Sky NWT Tourism	Zoom
February 11 <sup>th</sup>	NWTAC Past Yrs Resolutions	Zoom
February 12 <sup>th</sup>	WTP Stakeholder meeting - Metis	Council Chambers
February 12 <sup>th</sup>	NWTAC 2025 Resolutions	Zoom
February 13 <sup>th</sup>	NWTAC Board	Zoom
February 13 <sup>th</sup>	Federal Funding Announcement	Council Chambers
February 14 <sup>th</sup>	WTP Stakeholders meeting - KFN	Council Chambers
February 17 <sup>th</sup>	Standing Committee of Council	Council Chambers
February 18 <sup>th</sup>	NTPC Franchise Next Steps	Teams
February 19 <sup>th</sup>	RCMP Inspector and Minister of Justice	Mayors Office
February 19 <sup>th</sup>	Tri Party – THR/NTPC/Naka	Teams
February 24 <sup>th</sup>	Regular Meeting of Council	Council Chambers
February 25 <sup>th</sup>	Special Meeting of Council	Council Chambers
February 25 <sup>th</sup>	Met with member of the healthy community committee	Mayors Office
February 26 <sup>th</sup> - March 1 <sup>st</sup>	NWTAC AGM	Yellowknife



# REPORT TO COMMITTEE

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Stacey Barnes  
Council Administrator  
Date: March 7<sup>th</sup>, 2025

# MONTHLY POLICING REPORT

*February 2025*

*Hay River, NT*

*Hay River Detachment*  
**“G” Division**  
**Northwest Territories**



The Hay River RCMP Detachment investigated a total of 255 occurrences during the month of February 2025 which is 19 more occurrences than February 2024.

Hay River RCMP had two high risk occurrences, where Emergency Response Team or elements of their team were utilized to provide the safe arrest of an accused and clearing the residences.

### **Community Policing Priorities:**

#### **(1) Community Policing – Communicate effectively**

**Hay River RCMP members attended K’amba Carnival activities over the last weekend of February, this included indoor events such as Talent Show, to Snowmobile races. The RCMP further completed 5 school visits, engaging with students and staff. RCMP members also attended youth events playing volleyball/soccer/and basketball with the youth. The RCMP also attended recreational events at the health center.**

#### **(2) Enhance Road Safety**

**RCMP members document enforcement action on driving offences, including impaired driving. Further this priority includes education and prevention activities, such as check stops. This also includes OHV patrols. The Hay River RCMP charged one person with impaired driving and had two complaints of impaired driving in the month. The RCMP documented 15 files of enforcement of the Motor Vehicle act with 8 files resulting in charges.**

#### **(3) Reduce Substance Abuse**

**Substance abuse is a serious and sensitive issue within Hay River. The RCMP document CDSA investigations, when liquor is disposed, suspicious files and curfew checks. In February there were 9 investigational files into CDSA. Liquor was disposed of on 17 occasions. There were 33 files documenting suspicious people/properties/or vehicles. The RCMP also wrote warrants and seized two firearms, one being a 40 caliber handgun, and the other a semi auto shotgun with the stock removed and SN: removed.**

### **Prolific Offenders**

To address what causes the greatest harm in Hay River RCMP Detachment area, a prolific 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 directly tie into the community policing as a priority, and partner engagement will be critical to successful outcomes. Patrols, provide a visual policing presence and further strive to hit other communities who the Hay RCMP are responsible for providing policing. Other patrols focus on the down town area, including the arena and library which will continue to deter and detect illicit activity and or unwanted loitering:

K'atl'odeeche First Nations – 80 patrols

Enterprise – 9 patrols

Foot patrols in the downtown and high traffic areas – 49

The Hay River RCMP also commenced a pro-active initiative to check prolific offenders, ensuring that they are abiding by their release/court-imposed conditions. This has shown positive results. In February 2025, the RCMP conducted 22 curfew checks leading the charging of two prolific offenders.

**Notable Community Events For The Month:**

<b>Violations</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Current Month of previous year</b>	<b>Previous Year Total</b>
Assaults (excluding sexual assaults)	14	31	10	192
Sexual Offences	2	3	0	19
Mental Health	12	18	5	109
Wellbeing Checks	12	18	7	99
Drug Offences	12	17	7	97
Impaired Driving	1	10	2	96
Mischief (Property Damage)	3	14	5	74
Possession of Property obtained by crime	0	10	1	11
Break and Enter	0	26	1	88
Theft	7	39	16	214
Disturb the peace and Mischief (Interfere with lawful enjoyment)	44	103	43	625
Other Violations	52	155	74	1105
<b>Total Violations</b>	<b>159</b>	<b>444</b>	<b>171</b>	<b>2729</b>

**Total Calls for service** 255

<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	1	3	2	17
Victim Services Referral - Declined	6	19	12	150
Victim Services - Proactive Referral	2	2	0	7
Victim Services - Not Available	0	0	0	0
Victim Services Support to RCMP Call for Service (Attendance)	Detachment to Record Offline			
Youth Alternative Measures (YCJA Warnings & Cautions)	0			
Youth Diversion (Community Justice Referrals)	0			
Adult Diversions (Community Justice Referrals)	0			
Emergency Protection Orders	0	7	2	19
Emergency Medical Transport of Patients	2	3	0	31
Prisoners Held (On Detachment's Occurrences)	37	92	34	556

<b>First Nation and Inuit Policing Program/ Letter of Collaboration Priorities</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Current Month of previous year</b>	<b>Previous Year Total</b>
Community Policing Engagements	10	23	0	43
Reconciliation/Cultural Activities	4	9	0	16
Community Leadership Meetings	4	6	0	7
Cultural Awareness Training	0	0	0	3
Activities to Increase Awareness of Policing	26	57	0	86
School Visits/ Presentations	4	10	0	38

FNIPP Cst FEENEY attended K’amba Carnival events and spoke with elders. Further attending kids handgames. Cst FEENEY made visits to Chief Sunrise and other schools within Hay River, meeting with staff and students and engaging them. Cst FEENEY conducted foot patrols at the Carnival and through the downtown core.

<b>Community (or hotspot or proactive) Patrols</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Current Month of previous year</b>	<b>Previous Year Total</b>
Number of Patrols in Downtown area	49	77	0	0
Number of Patrols to K’atl’odeeche First Nation	80	199	0	0
Number of Patrols to Enterprise, NT	9	28	0	0

If you have any questions or concerns regarding this report and would like to discuss it further, please feel free to contact me via phone, email or in person. Respectfully submitted by Sgt. Philip UNGER

Sgt P.M. UNGER Reg. #55155  
 Cell phone 867-874-4060  
 NCO i/c Hay River RCMP

**Distribution List:**

Mayor JAMESON  
 “G” Division Criminal Operations  
 “G” Division Business Manager  
 A/Insp J. LAI District Officer in Charge  
 S/Sgt S. FARRELL District Advisory Non-Commissioned Officer



# HAY RIVER AGRICULTURE NEWSLETTER #1



## WELCOME

The Town of Hay River recognizes the devastating impacts of recent flooding and fires on our local agricultural sector. With generous support from the United Way, and in concert with agricultural stakeholders, the Town of Hay River is making prime agricultural lands available within our community. This newsletter will highlight the progress moving forward.

## FORMER NORTHERN FARM TRAINING INSTITUTE SITE

The Town of Hay River plans on remediating and redeveloping the former NFTI site for local agriculture production.

FINISH READING ON PG. 2



## Hay River Agriculture Plan



*A Comprehensive Strategy for Sustainable Agricultural Development*

## AGRICULTURE STRATEGY UPDATE

The Town of Hay River will be updating its Agriculture Strategy. There have been significant changes to our community and the sector since the first strategy was released in 2014.

FINISH READING ON PG. 2

## AGRICULTURE INITIATIVES

The Town of Hay River is exploring creative ways to support and encourage investment in the sector locally. In addition to repurposing the NFTI site, other concepts are being explored to enhance the viability of the sector.

FINISH READING ON PG. 3



**Former Northern Farm Training Institute Site continued...**

In 2023, the Northern Farm Training Institute organization dissolved. Unfortunately, the August 2023 fires decimated most of the remaining structures on the site. The Town of Hay River is currently working through the process of cleaning up the site. Moving forward the focus will be on remediating and redeveloping the site into agricultural properties similar to Paradise Gardens or Garden Road. Beginning spring 2025 the town will work with local contractors to complete the following.

- A) Land remediation
- B) Access road upgrade/remediation
- C) Land Clearing
- D) Planning, legal survey and subdivision of NFTI site
- E) Marketing available farmland for sale

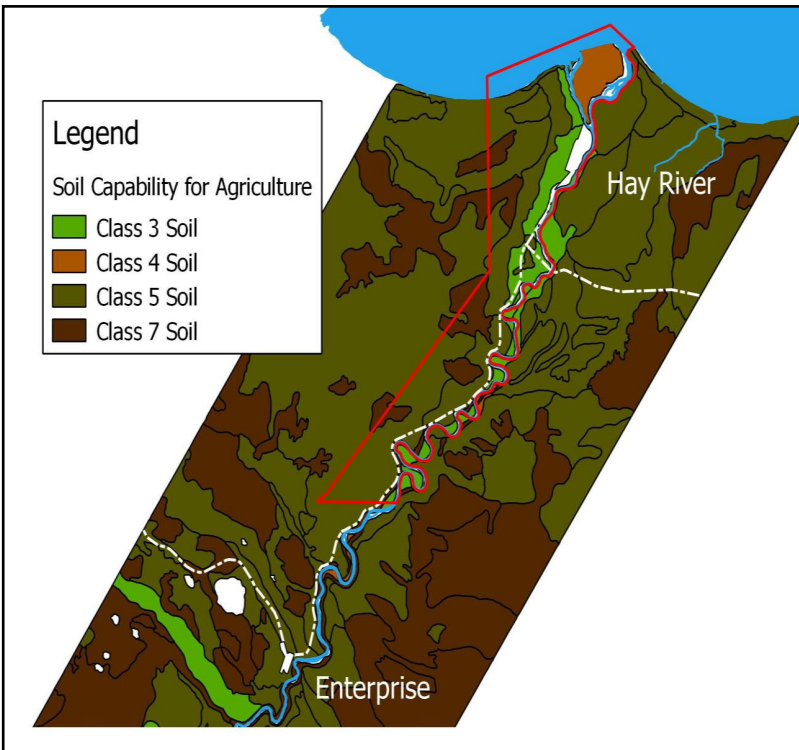


Throughout the redevelopment process, the project team will share concepts and visual representations of the site for feedback, input and direction. The current vision is based on feedback from the recent Territorial Agri-food Association survey and industry insight. The response from the survey clearly indicates that the land should provide the same opportunities for new and existing farmers to access the land for production.

*“Ninety eight percent of respondents want the land to remain committed to agriculture.”*

*From 2024 Community Input Report*

**Agriculture Strategy Update continued...**



There have been significant changes to the community and agriculture sector since the Town released the Agriculture Strategy in 2014. Given the significance of these changes, the Agricultural plan will be reviewed and updated to reflect those changes. Using recent agriculture surveys, changes to the land base, industry and local knowledge, there will be engagement with the Towns Economic Development Committee to develop a comprehensive agriculture strategy that will focus on the opportunities and encouraging investment in our local agriculture sector.

Hay River intends for agriculture to be a significant part of economic development moving forward.

	Class 3	Class 4	Class 5	Class 7
Entire Hay River Valley Map Area (ha)	19,724	4,784	109,125	123,561
Hay River (ha in 20 km radius)	2,772	897	38,676	9,749
Enterprise (ha in 20 km radius)	7,003	1,969	41,109	36,030

## Agriculture Initiatives continued ...

The Town of Hay River understands that land access is only one aspect of sustainable agriculture. Other factors may influence business decisions and prevent some individuals from investing in new agriculture ventures or expanding their existing operations. In addition to the NFTI site redevelopment and Agriculture Strategy updates, future work may also examine and propose initiatives aimed at increasing the viability of the local agriculture sector through financial, operational and larger land-based incentives. Options being reviewed include;

1. Agriculture incentives to promote new business investment in Hay River
  - a. Tax relief
  - b. Business License fees
  - c. Creative zoning policies
2. Mobile abattoir
  - a. GNWT meat safety regulations coming into force which will permit slaughter, processing and sale of locally raised livestock
  - b. Accessing agriculture funding (GNWT and Fed) and repurposing the NFTI kitchen trailer will remove one barrier for potential livestock producers
3. Identification of agriculture lands outside of NFTI site (larger tracts of "unimproved" land for sale/lease)
4. Common/shared warehouse or cold storage space
5. Food hub concept for small producers to wholesale products

The goal of these initiatives is to create an environment within the community that would encourage investment and growth within the sector. We are confident that a combination of accessible lands, a progressive Agriculture Strategy, and a series of sector initiatives bundled in a marketing plan will result in new investments and significant growth in the local agriculture industry.



### KEY HAY RIVER OPPORTUNITIES / ADVANTAGES

- High volume of potentially arable land
- Distance from other crops reduces some environmental risks
- History of low input, low impact agricultural production
- Long farming background -- skills & knowledge

Land  
Stewardship

- Large variety of vegetables can be grown here
- Traditional foods available, diets relatively high in meats
- Relatively predictable demographics
- Transportation hub by land, water, and air

Food  
Security  
& Variety

- High, relatively price insensitive demand for NWT-grown food
- Good capital sources for startup (from governments)
- Few regulatory barriers to agribusiness
- Well-established consumer belief in direct-to-market channels

Economic  
Opportunity



# REPORT TO COMMITTEE

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**DEPARTMENT:** Infrastructure and Planning Services      **DATE:** March 10, 2025

**SUBJECT:** Infrastructure and Planning Services Monthly Report for February 2025

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## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Infrastructure and Planning Services Monthly Report for February 2025 as presented.**

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## BACKGROUND:

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

All capital projects are detailed in the 2025 Project Status sheet attached. Some highlights of recent work include:

#### **Lift Station #1**

- The project kickoff meeting has been completed and the final construction drawings have been provided to the primary contractor. Procurement is underway to be ready for when construction can begin this Spring.

#### **Golf Course Project**

- The responses for the tender for the greens supply and install have been received and are under review.
- A construction schedule is being finalized in consultation with the Hay River Golf Course.
- The preparation of the greens and other construction elements will be tendered once construction schedules have been approved.

#### **Former NFTI Site**

- Executed funding agreement with United Way for \$850,000 to support remediation, land use planning, and some development.
- A project manager has been assigned to the project and has started project planning and scheduling
- The SAO was able to attend the Territorial Agrifood Conference and present remediation and development plans for the former NFTI site. There has been some interest by those in the agricultural sector to acquire lots. The next steps involve cleaning the site and survey and subdivision work.



# REPORT TO COMMITTEE

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**DEPARTMENT:** Infrastructure and Planning Services      **DATE:** March 10, 2025

**SUBJECT:** Infrastructure and Planning Services Monthly Report for February 2025

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## **Airport Road Flood Mitigation Project**

- The initial meeting of the Oversight Committee was conducted and the funder was satisfied with next steps for the project. A number of activities will be conducted this year including engineered drawings, a greenhouse gas study, initial indigenous consultation as well as consultation with the McKenzie Valley Water Board.

## **Water License Activities:**

- The Civil Infrastructure Manager is working with the McKenzie Valley Water Board for the required reviews of the upcoming Airport Road Upgrade project as well as Phases 2 and 3 of the West Channel Berm project.

## **Public Works and Maintenance**

### **Roads and Ditches**

- Snow clearing continues for the whole town.

### **Equipment Maintenance**

- Vehicle #14 had multiple maintenance items completed
- The Red Zamboni had a voltage issue repaired
- The fill nozzle for the diesel tank required replacing
- Snow blower repairs were completed

### **Solid Waste**

- Regular compacting activities completed
- The landfill water tank had an issue with a frozen intake that was repaired

### **Water and Wastewater**

- Regular maintenance and inspection activities completed
- The wet well in Lift Station 1 was cleaned in advance of the upcoming project to rebuild the lift station.

### **Facilities Management / Miscellaneous**

- Ongoing regular maintenance

## **Planning and Development**



# REPORT TO COMMITTEE

**DEPARTMENT:** Infrastructure and Planning Services      **DATE:** March 10, 2025

**SUBJECT:** Infrastructure and Planning Services Monthly Report for February 2025

## Planning and Land Management

- There have been a number of Residential Housing Grant applications made which are currently being reviewed. The application window is still open until the close of business on April 25, 2025.
- Kickoff meetings have occurred between town staff and our planner to discuss updates to zoning bylaw that include flood hazard mapping updates, camp shack allowances, and support for housing density increases. Public engagement will be scheduled in the coming months.
- The department is supporting the upcoming environmental assessment of a number of properties that will be receiving environmental assessments. These include properties that were formally owned by what is now MTS and now owned by the town.

## Building Inspections

- No update

## Enforcement

- No update

## Permitting

- A development permit application was received for an emergency shelter in the Industrial Area. A spot zoning change would be required to permit the shelter in that zone before a development permit can be issued.

Note: There was an error in last month's report for the permits issued. The correct list is below.

- The following permits were issued for the month of January and February 2025:

January 8, 2025	DH25-001	33 103 <sup>rd</sup> Street	Development Permit for Home Occupation Business
January 29, 2025	D25-002	925 Mackenzie Highway	Development Permit for Manufactured Office Trailer
January 30, 2025	DH25-005	10 Gaetz Drive	Development Permit for Home Occupation Business

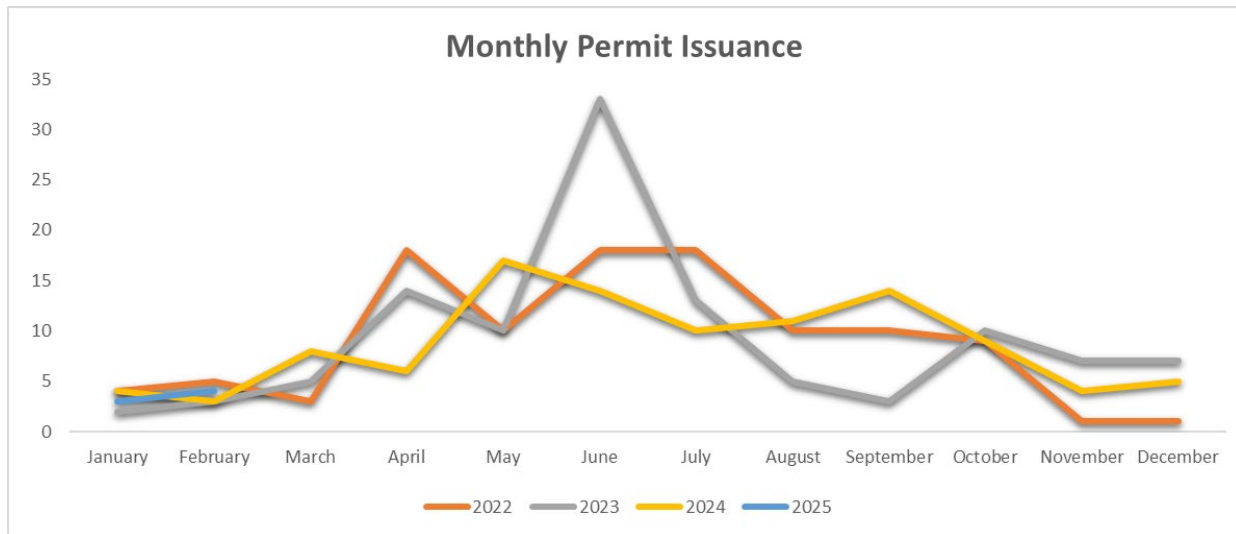


# REPORT TO COMMITTEE

**DEPARTMENT:** Infrastructure and Planning Services **DATE:** March 10, 2025

**SUBJECT:** Infrastructure and Planning Services Monthly Report for February 2025

January 30, 2025	D25-003	81 Riverview Drive	Development Permit for Demolition
February 18, 2025	DH25-008	27 Balsam Drive	Development Permit for Home Occupation Business
February 18, 2025	DH25-007	2 Parker Place	Development Permit for Home Occupation Business
February 18, 2025	DH25-006	48004 Mackenzie Highway	Development Permit for Home Occupation Business



**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

**FINANCIAL IMPLICATIONS:**



# REPORT TO COMMITTEE

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**DEPARTMENT:** Infrastructure and Planning Services      **DATE:** March 10, 2025

**SUBJECT:** Infrastructure and Planning Services Monthly Report for February 2025

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N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

Project Status Report for February

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**Prepared by:**

Patrick Bergen  
Director of Infrastructure and  
Planning Services  
March 7, 2025

**Reviewed by:**

Glenn Smith  
SAO



## 2025 Project Status

Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
Administration	Asset Management System Implementation for Recreation and Cultural Services	Previous scope to launch the asset management system in Rec is complete. The current phase will complete the addition of remaining Rec assets and associated work orders. This phase is in progress. Next phase is rollout to Protective Services	January 1, 2022	December 31, 2025	Construction	60%
Administration	Online Payroll System	System is in place and employees are training.	March 1, 2025	December 31, 2025	Construction	90%
IPS	Landfill Diversion Program	MACA led steel diversion regional project to occur in 2024. Project has been delayed due to contractor and equipment availability until 2025 for completion.	January 1, 2023	December 31, 2025	Construction	40%
IPS	Miron/ John Mapes/ Riverbend Storm and Sewer Manhole Upgrades	Manholes resealed on Miron, John Mapes & Riverbend. Additional work scheduled for 2025 to address rising/falling manhole covers; Asphalt patching will be required in 2025.	March 30, 2024	October 31, 2025	Construction	75%
IPS	Pumps and Generator Replacements at Lift Stations	Procurement options being considered internally	January 1, 2023	December 31, 2025	Scoping	60%
IPS	West Channel Flood Mitigation	Phase 1 complete, Phase 2 partially complete . Phase 3 planning to occur over the winter season for construction in 2025.	April 1, 2023	November 30, 2025	Construction	70%
IPS	Vale Island/West Channel Drainage	Drainage work partially complete and delayed due to weather. Work to continue in 2025.	April 1, 2023	November 30, 2025	Construction	75%
IPS	Water Treatment Plant Feasibility Study and Preliminary Design	Feasibility and preliminary design report completed and approved by Council. Engagement with serviced communities, local indigneous governmetns, and other stakeholders is underway. Additional scope to include resevoir disinfection added and expect to take 3-4 months to complete. Funding application through CHIF submitted	June 1, 2024	May 31, 2025	Construction	95%
IPS	Infrastructure Planning and Studies	Ongoing work throughout 2024-2025	January 1, 2023	December 31, 2025	Design	15%
IPS	Lift Station # 3 Replacement	Preliminary design through Aspen Heights development; Inclusion in the REOI for Aspen Heights for additional funding; Replacement scheduled for 2026	January 1, 2024	December 31, 2026	Design	10%
IPS	GNWT Long Term Care Servicing MOU	The proponent is reviewing final documents.	January 1, 2025	December 31, 2026	Construction	60%
IPS	Lift Station 1 Mitigation	Project kickoff meeting completed. Project Underway	June 1, 2023	October 31, 2026	Construction	30%
IPS	Small Capital				Scoping	0%
IPS	Industrial Area Drainage	Maintenance on the drainage along Dean Drive has been completed. The drainage assessment will be conducted in 2025.	January 1, 2024	December 1, 2026	Scoping	35%
IPS	Municipal Solid Waste Facility (Phase I and II)	Update brought to March 10, 2025 Council meeting with site selection and next steps.	January 1, 2023	December 31, 2027	Scoping	10%
IPS	Industrial Area Expansion- preliminary design	Stantec has provided a fee letter which will be reviewed and options brought to Council	June 1, 2024	October 30, 2025	Scoping	10%
IPS	Cemetery Expansion - New Site	Proceeding in the Summer of 2025 with new site assessments for two locations approved by Council.	June 1, 2023	November 1, 2026	Scoping	15%



## 2025 Project Status

Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
IPS - Roads	Capital Drive Watermain, Sidewalk and Roadworks	All deficiencies complete. Small remaining budget to be used for landscaping on Capital Drive	June 1, 2023	August 31, 2025	Construction	95%
IPS - Roads	Paradise Road Repair and Replacement	Met with contractor; hydroseed growth is sporadic in high traffic areas (old road), with calcium and hard pack inhibiting growth; Both parties agreed to re-visit the hydroseeding areas in mid-June 2025 to discuss additional applications in sparse areas, or top dressing in early spring. Arbourist has assessed fire damaged trees - discussion with MACA on cost coverage needed. Bank assessment in another project.	June 1, 2023	31-Jul-25	Construction	90%
IPS - Roads	553 - Preliminary Drainage Plan	Drainage Plan complete for 553. Suggesting funding be moved to next area being Woodland Drive. Fee letter provided by Stantec and under consideration.	May 1, 2024	September 1, 2025	Scoping	10%
Protective Services	Heavy Rescue Truck Replacement	Tender closed and awarded. Expected arrival December 2025	June 1, 2023	December 1, 2025	Construction	75%
Recreation	Bob McMeekin Park Enhancements	Firepit and planter at welcome sign to be completed in Q2 2025. Parking curbstops received and to be installed in 2025.	April 1, 2023	June 30, 2025	Construction	95%
Recreation	Vale Island Multi-Use Recreation Area	New road access, parking area, treeline remediation and drainage improvements completed in 2023, via Summer CAP funding. Lights and security cameras installed. Dog park fencing contract awarded but not completed in 2024. Procurement of playground equipment and rink board system in 2025.	June 1, 2023	October, 2025	Construction	30%
Recreation	Replace Playground Fall Zones	Contract awarded for fall zone replacements. Malcolm, Gord Thompson, Vale Island, and Tri Service	July 1, 2024	June 30, 2025	Procurement	15%
Recreation	Skatepark Upgrades	Skatepark committee is taking the lead in design and procurement.	January 1, 2023	October, 2025	Procurement	15%
Recreation	Small Capital Program - Recreation		January 1, 2025	September 30, 2025	Scoping	0%
Tourism	Small Capital Program - Tourism and Economic Development		January 1, 2025	September 30, 2025	Scoping	0%
Tourism	Visitor Information Wayfinder Signage Development	All signs have been approved and received. 12 of 16 signs installed. Remaining signs to be installed by Q2 2025.	June 1, 2024	July 1, 2025	Construction	80%
IPS	Vale Island Truck Fill Tank Replace	Construction complete, remaining items are to shock the system, sample testing and should be operational in March	01-Jun-23	30-Mar-25	Construction	95%
IPS	Flusher engine replacement	Waiting on the control panel. Roughly end of March.	01-Jun-24	30-Mar-25	Construction	80%
IPS	Airport Road Upgrade - Flood Mitigation	Initial Oversight Committee Meeting completed. Required greenhouse gas study commissioned.	01-Jan-24	31-Dec-26	Scoping	15%
IPS	New Town Hall - Initial Design and Budget	Scope of needed space completed as well as initial rough draft of building and opinion of probable costs. Administration will source a second opinion on cost and present at an upcoming Council meeting	01-Jan-24	31-Dec-25	Scoping	20%



2025 Project Status

Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
IPS	Miron Storm Outlets Improvements	Stantec provided an opinion of probable costs which is being reviewed by staff for next steps. Need to confirm funding available through MACA Disaster Financial Assistance	01-Jan-25	31-Dec-25	Scoping	15%
IPS	Former NFTI Site Redevelopment	Anticipate providing an update to Council next month with go forward plan. There has been interest in land parcels already.	01-Jan-24	31-Dec-26	Procurement	20%
IPS	Fraser Place Remaining Landscaping	Small amount of original budget available to complete landscaping	01-Jan-25	31-Dec-25	Scoping	10%
IPS	Golf Course Upgrades	Tendering for greens installation complete with responses now under consideration.	01-Jan-24	31-Dec-25	Procurement	20%



# REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: March 10<sup>th</sup> 2025

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 2025 as presented.

## BACKGROUND:

### Recreational Programming

#### Youth Programming

Regular After School Club programming continued in February. Registered attendance increased slightly this month, with the program running at 85% capacity on a weekly basis, up 1% from last month. A partnership with the NWT Centennial Library is ongoing, with After School Club participants attending programming at the library every Tuesday afternoon. Registered participants also continue to skate and swim on a weekly basis.

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

Princess Alexandra School Hockey Program: A partnership with Princess Alexandra School continued this month, offering bi-weekly hockey sessions to students in Grade 7. Students are provided with the opportunity to try hockey and are provided with basic hockey instruction.

#### Fitness Programming

Regular fitness programming continued this month, with 10 instructor-led fitness classes, in addition to supervised Seniors Lift and Learn and Seniors Spin classes.

Attendance at instructor-led fitness programming decreased slightly this month with a total of 242 participants attending programming, compared to 273 participants in attendance in January.

#### New Horizons for Seniors Grant

Seniors Coffee: The weekly Seniors Coffee program continued this month. Attendance at Seniors Coffee remained steady this month with 24 participants attending in February. Average monthly attendance for this program was 27 participants from August 2024 to January 2025.

Seniors Snowshoe: This weekly drop-in program features guided snowshoe excursions along trails at the Hay River Ski Club, followed by a social hour and refreshments. Attendance to this program remained steady compared to previous months, with a total of 32 seniors attending.



# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 10<sup>th</sup> 2025

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

Seniors Stick Curling: This program runs weekly and is facilitated by the Hay River Curling Club. Seven (7) seniors are registered with additional seniors dropping in to attend weekly sessions.

## Community Programming

Public Skating and Shinny: A total of 180 community members attended public ice programming times in the month of February, down from 271 participants in January.

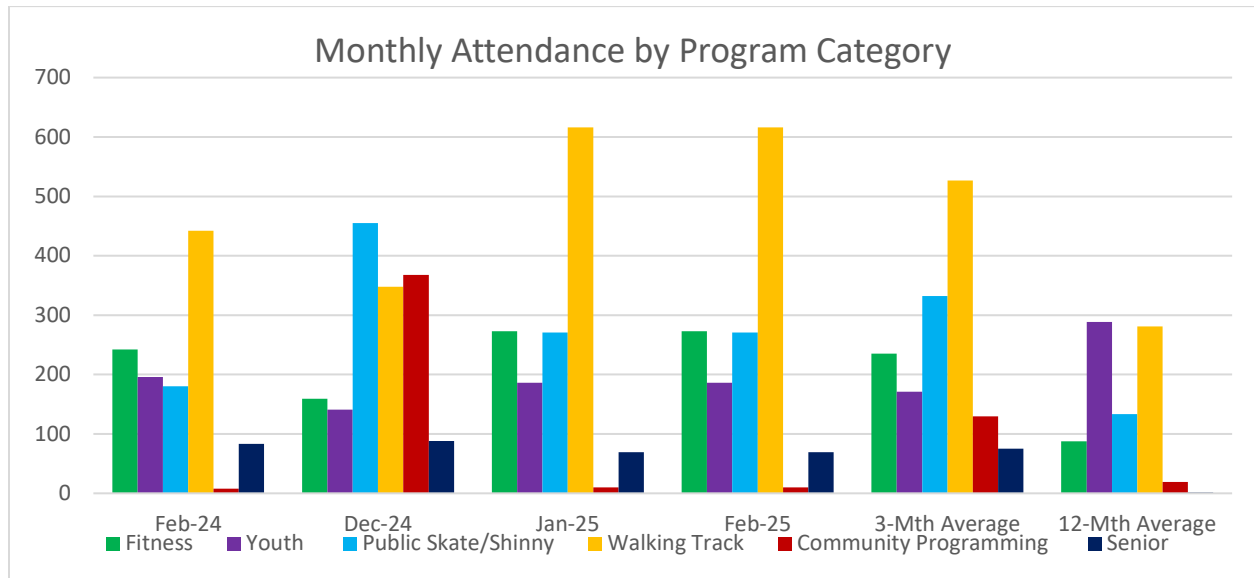
Full Moon Snowshoe: This month, a total of 8 community members attended Full Moon Snowshoe on February 12<sup>th</sup>. This program is facilitated in partnership with the Hay River Ski Club and is free for community members to attend, funded by the GNWT Healthy Choices Initiative Fund.

## Grant Applications and Reporting

New Horizons for Seniors Program: The grant application for the New Horizons for Seniors Program submitted in August 2024 was approved this month. This \$25,000 grant provides funding for all seniors programming facilitated by the Department of Recreation and Community Services.

Canada Post Foundation: A grant application was submitted this month to the Canada Post Foundation. This application, if successful, will be worth \$25,000 and will go towards supporting youth sport camps and clinics throughout the spring, summer and fall months. Decisions regarding this grant will be issued in August 2025.

## Recreation Programming Statistics

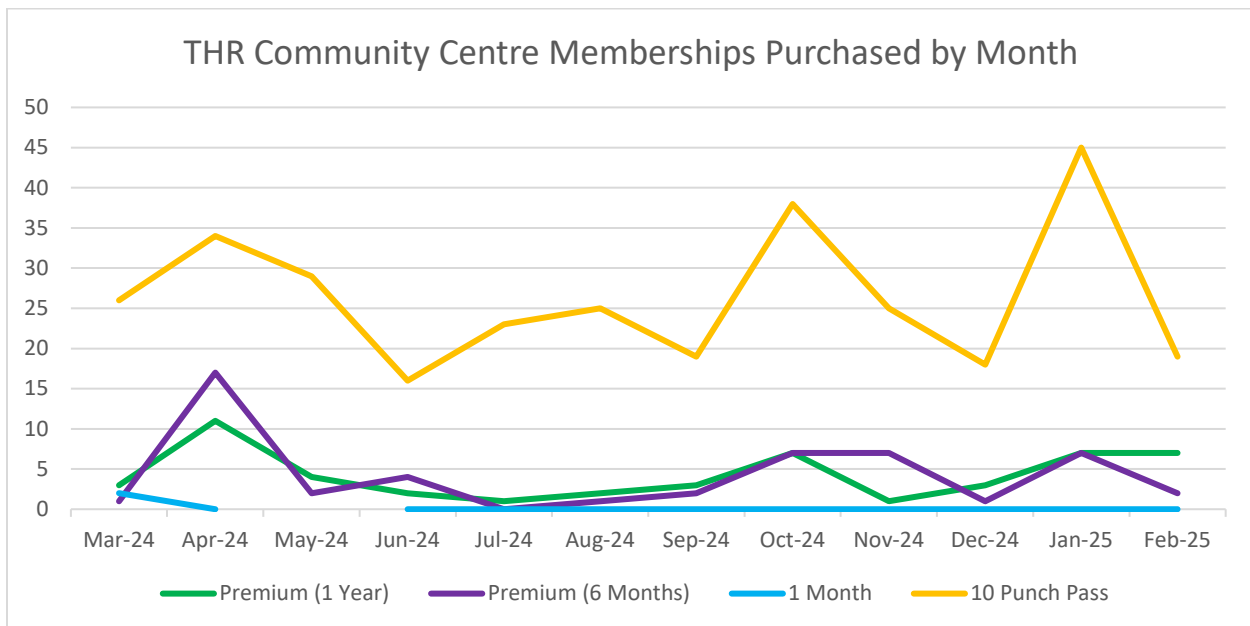
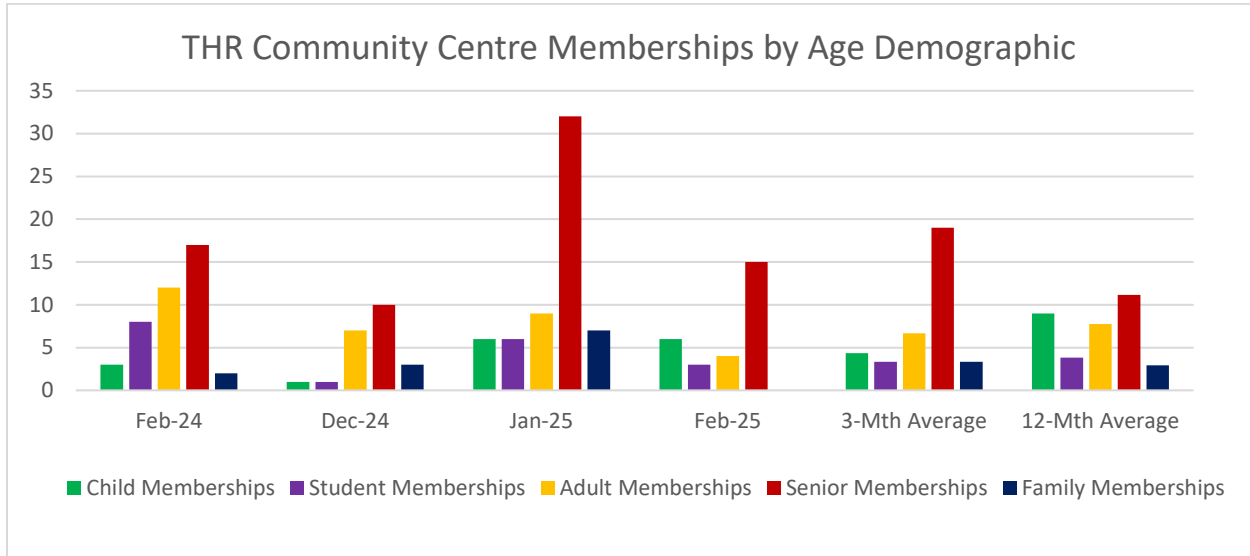




# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 10<sup>th</sup> 2025

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



## Aquatics

### General

The pool continues to operate well overall with minimal issues affecting the schedule. The hot tub jet pump has been delivered and is being installed this week.






















# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 10<sup>th</sup> 2025

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

Don Stewart Aquatic Centre operational hours:

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Early Bird</b> (6am – 8am)						
<b>Morning Swim</b> (8am-12pm)						
<b>Afternoon Swim</b> (12pm-6pm)						
<b>Evening Swim</b> (6pm-8:30pm)						

## Staffing

The Don Stewart Aquatic Centre currently has 9 staff, including 5 casual Lifeguards, 1 Assistant Lifeguard, 1 full-time Lifeguard and 2 full-time Senior Lifeguards.

Lifesaving Society training and lifeguard recruitment are being planned for the first and second quarter of 2025. This should help bolster staff and prepare succession when some employees head to post secondary school in the fall.

## Attendance

February attendance was 1408. This is slightly lower than the same period for 2024 (1515) and 2023 (1546) but higher than January 2025, December 2024 and November 2024. The pool was re-opened on Sundays in February which contributed to the higher numbers.

Aquafit continues to have regular attendance with 10-14 swimmers participating in each class.

Groups that used the pool in February included:

- Chief Sunrise Education Authority
- Ecole Boreale
- Harry Camsell School
- KFN Aboriginal Headstart Program
- Birthday parties (x3)
- Dive-In Movie (x1)



# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 10<sup>th</sup> 2025

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

## Swimming Lessons and Special Programming

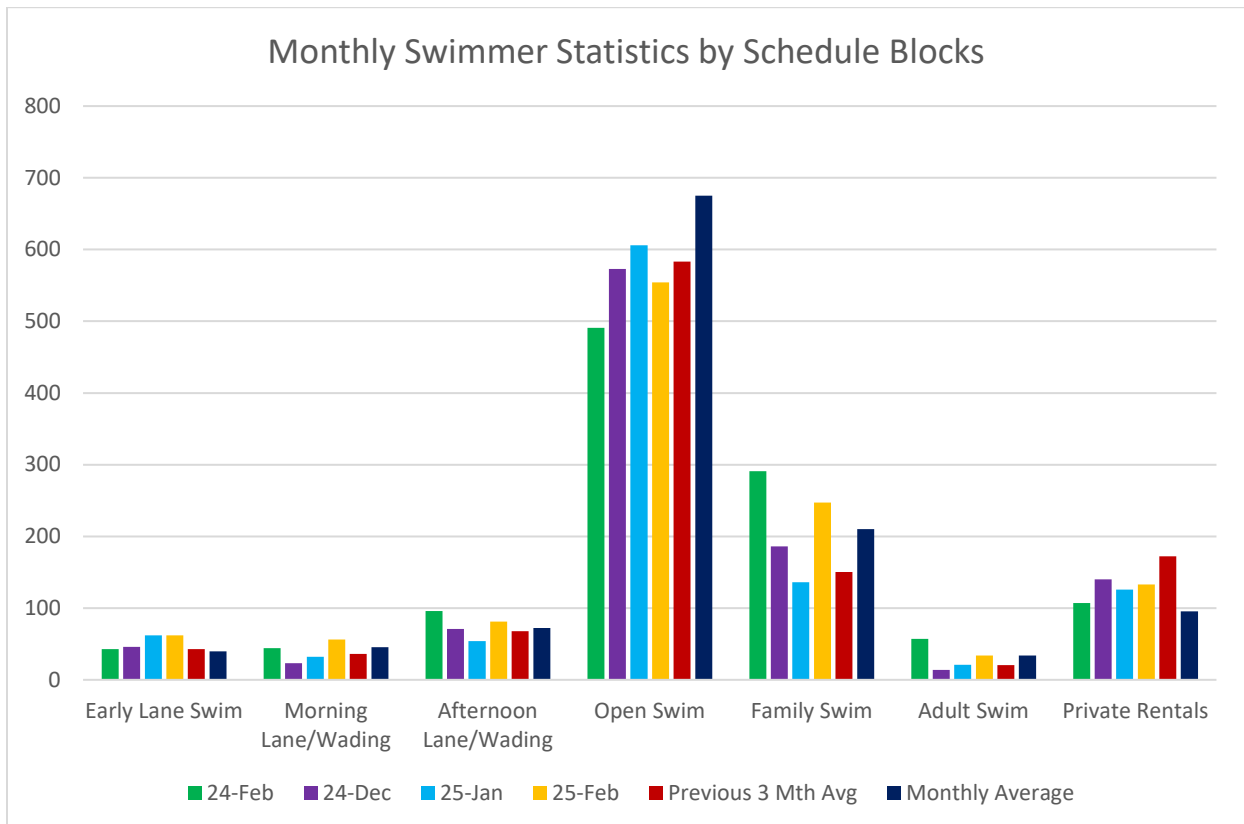
The most recent session of lessons began January 20th. There are 53 participants registered for this 8-week session which will run until March 21<sup>st</sup>.

The Hay River Swim Club continues to hold 3 practices per week, with 16 swimmers registered. The Club has had preliminary discussions with Swim NT and the Yellowknife Swim Club for tentative training opportunities in Hay River, dependent on construction progress at Yellowknife’s new aquatic centre.

### Dive-in Movie:

The Aquatic Centre hosted another Dive-In Movie on February 8<sup>th</sup>, via a partnership between the Town’s Aquatics and Programming divisions. Forty-seven (47) swimmers attended the event, which was the fourth dive-in movie since November.

## Don Stewart Aquatic Centre Statistics

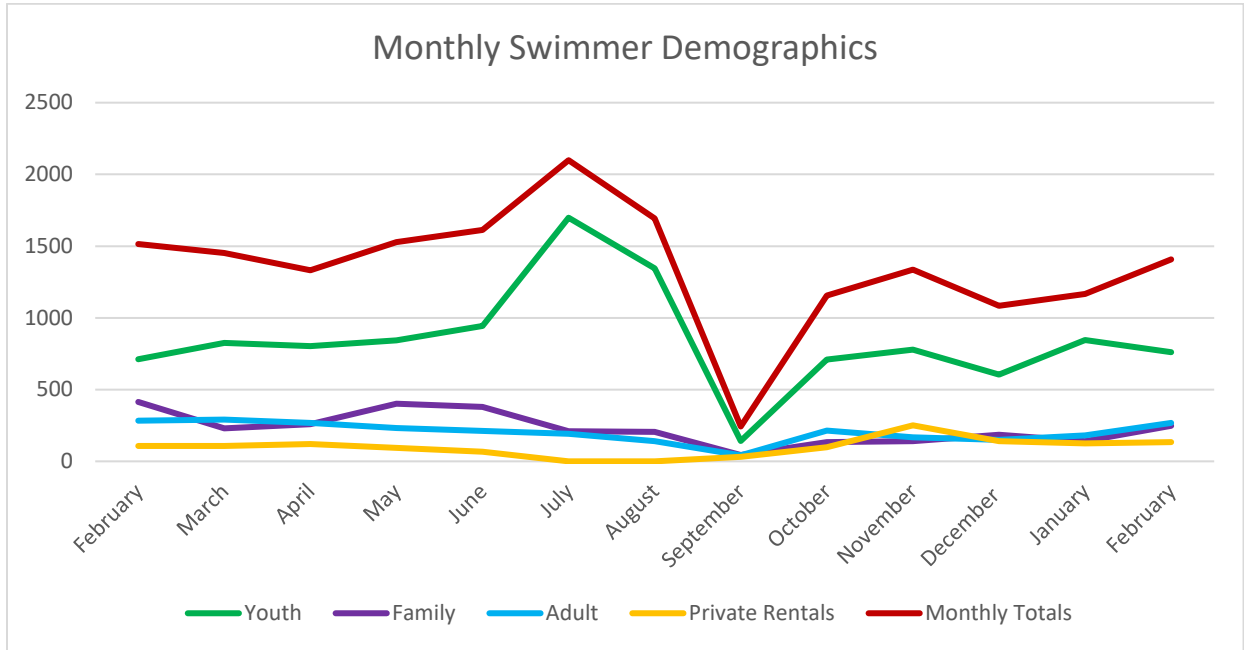




# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 10<sup>th</sup> 2025

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



## Facilities and Maintenance

### Don Stewart Aquatic Centre:

- Three (3) Facility Maintainers participated in Standard First Aid Training, as per Town of Hay River Safety Program requirements.
- Weekly walkthrough of aquatic centre with Maintenance and Aquatics staff.
- Weekly vacuuming of pool and hot tub.
- Screen and audio-visual setup for Dive-In Movie events.
- Change seals in PH pumps for main pool and hot tub.
- Repair seal in main hot tub pump.
- Received replacement hot tub jet pump – installation March 6-7<sup>th</sup>.
- Work with local contractor to return pool AHU back to full automation.
- Work with local contractor to top up glycol in make-up air unit.
- Ordered new motor for aquatic centre hallway unit heater.

### Aurora Ford Arena and Hay River Curling Club:

- Daily and weekly maintenance and service of ice resurfacer.
- Routine daily ice maintenance and weekly measurements of ice depth.
- Alberta contractor completed mid-season inspection #2 of ice plant.
- Safety equipment improvements in ice plant room – per Ammonia Management and Ice Plant Safety Policy.



# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 10<sup>th</sup> 2025

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

- Monitor and control minor ice plant ammonia leak with support of CIMCO Refrigeration – heat exchanger requires new gaskets.
- Local contractor changed faulty fire alarm strobe in curling club lounge.
- Glycol recharged in heat recovery system.
- Repairs made to arena player bench door assemblies and hardware.

Other Community Centre Maintenance Items:

- Ongoing building inspections, preventative maintenance, etc.
- Maintenance and adjustments to HVAC systems as per weather conditions.
- Snow and ice removal around the building, with support from Public Works as needed.
- Regular room rentals setup according to weekly instructions.
- Monthly fire extinguisher and safety checks.
- Regular inspections of fleet vehicles and equipment.
- Support hockey tournaments and weekend special event rentals.
- Removal of Christmas lights and decorations around walking track.
- Inventory and reorganization of storage areas throughout building.

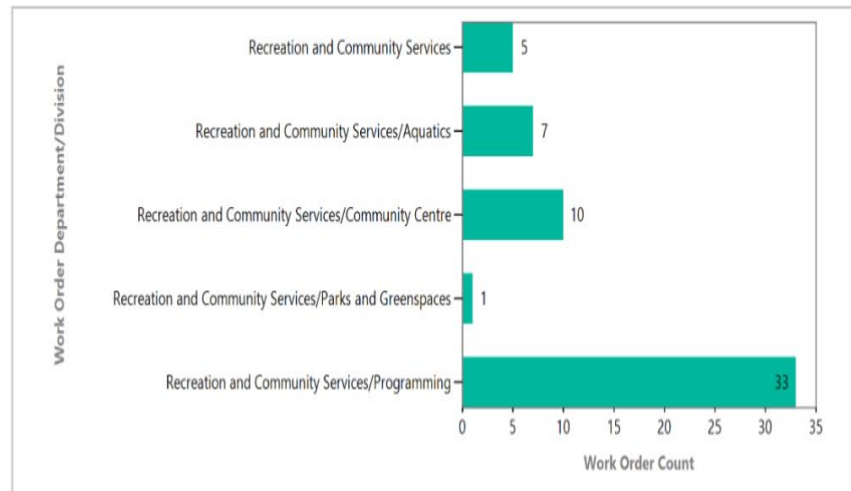
Parks and Greenspaces:

- 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.
- Maintenance of outdoor skating rinks as per weather conditions.

**Corrective/Custodial Work Order Department/Division Summary** (February 2025)

Group By: Department/Division | WO Date Range: 02/01/2025 to 02/28/2025 | Status: ALL | Department/Division: Recreation and Community Services | Craft: ALL | Type: Corrective,Custodial | Main Task: ALL | Cause: ALL | Supervisor: ALL | Lead: ALL | Role: ALL

DEPARTMENT/DIVISION	TOTAL WOs	%
Recreation and Community Services	5	9%
Recreation and Community Services/Aquatics	7	12%
Recreation and Community Services/Community Centre	10	18%
Recreation and Community Services/Parks and Greenspaces	1	2%
Recreation and Community Services/Programming	33	59%
	<b>56</b>	<b>100%</b>



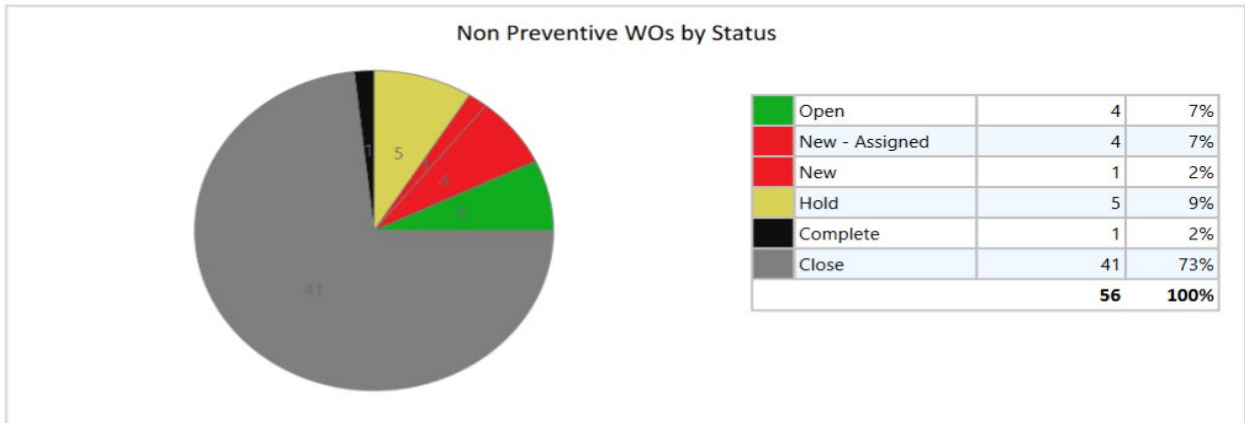
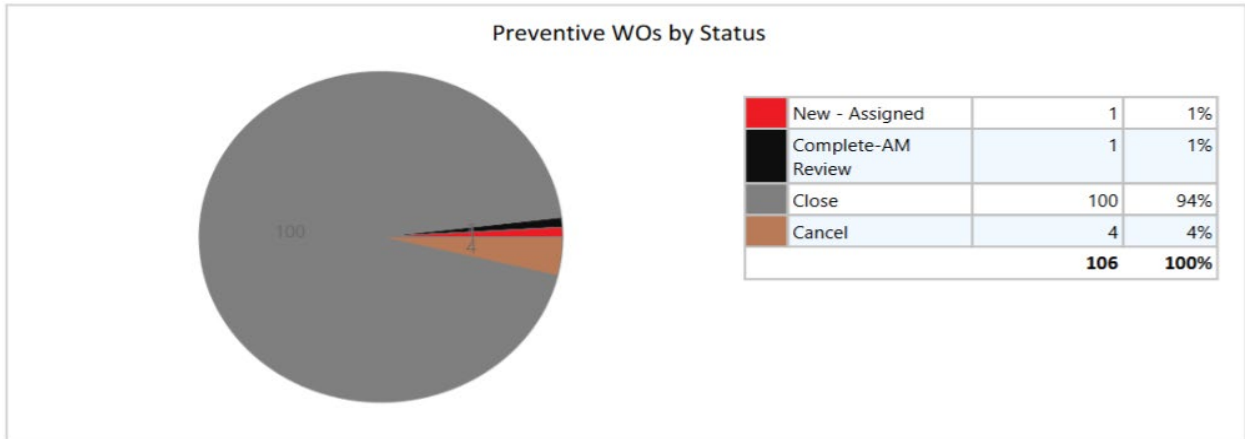


# REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: March 10<sup>th</sup> 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

## Maintenance Work Order Progress Reports (February 2025)



## Corrective Work Order Aging Summary (cumulative)

Total Count: 33 | WO Date Range: ALL | Department/Division: Recreation and Community Services | Type: ALL | Main Task: ALL





## REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: March 10<sup>th</sup> 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

### Tourism Coordinator Activity Report

#### Spirit Awards Gala (2<sup>nd</sup> annual)

The 2<sup>nd</sup> Annual Spirit Awards Gala held February 22<sup>nd</sup> at the Hay River Legion was a huge success, with 150 in attendance!

2025 Spirit Award recipients:

- Youth Volunteer: Donavin Rodger-Evans
- Senior Volunteer: Bobbi Hamilton
- Arts & Culture Award: Soaring Eagle Friendship Centre
- Community Spirit Initiative: Soaring Eagle Friendship Centre
- Good Business Award: Super A Foods
- Trail Blazer: Gerald Dumas
- Outstanding Athlete: Kaiah Carter
- Sport & Rec Walk of Fame: Heather Coakwell
- Citizen of the Year: Tara Boudreau

#### Visitor Information Centre (VIC) Operations

- The Tourism Coordinator has been in communications with Empress Avenue Media who will be attending the 2025 Polar Pond Hockey event to film a documentary about the tournament, the organizations and the community of Hay River.
- Northern Sky Corridor Project: The Tourism Coordinator has completed and submitted the Northern Sky survey. Input provided will help highlight the corridors weaknesses and strengths going to inform the next stages of this growing partnership.
- The Town's 2024-25 Community Tourism Coordinator (CTC) progress report will be completed and submitted to the GNWT Department of ITI prior to March 31<sup>st</sup>.
- The Town will also be submitting a subsequent application to the GNWT to secure Community Tourism Coordinator (CTC) for the 2025/2026 season.
- Fisherman's Wharf Saturday Market operator: The Tourism Coordinator has completed is issuing an Expression of Interest advertisement with a deadline of March 31<sup>st</sup>, 2025.
- Town of Hay River Tourism Guide Recruitment Program presentations are tentatively scheduled at the following locations in March:
  - Soaring Eagle Friendship Centre
  - Aurora College on KFN lands
  - West Point First Nation
  - Hay River Metis Government Council
  - Hay River Community Centre



# REPORT TO COMMITTEE

**DEPARTMENT: RECREATION & COMMUNITY SERVICES    DATE: March 10<sup>th</sup> 2025**

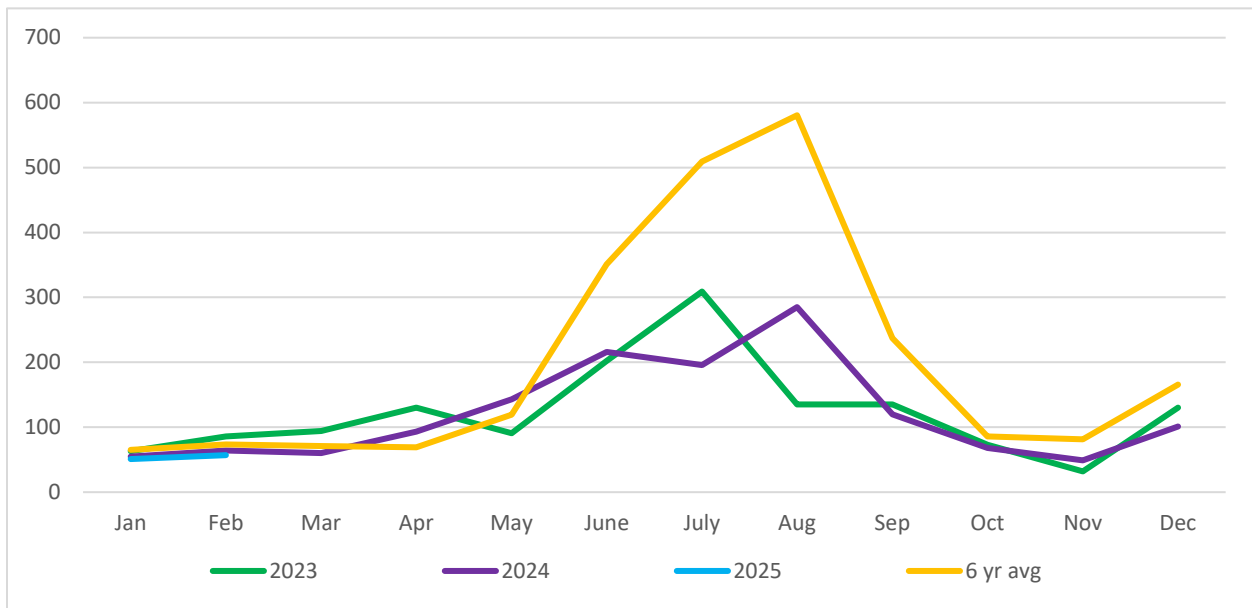
**SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT**

**Upcoming Events**

**Location**

Figure Skating Carnival	March 22-23 <sup>rd</sup>	Aurora Ford Arena
Aurora ford Dog Race	March 29-30 <sup>th</sup>	Hay River to Enterprise
Outdoor Adventure & Travel Show	March 29-30 <sup>th</sup>	Calgary Stampede Park
Wine Festival	April 5 <sup>th</sup>	Curling Club
National Indigenous Day	May 21 <sup>st</sup>	tbd
Lobsterfest Fundraiser	May 24 <sup>th</sup>	Aurora Ford Arena
NWT Track & Field Championships	June 4-6 <sup>th</sup>	DJSS
Canada Day Celebration	July 1 <sup>st</sup>	Bob McMeekin Park
Hockey NWT & Hay River Golf Club Fundraiser Event	July 4-6 <sup>th</sup>	Hay River Golf Club
Hay Days Music Festival	July 23-26 <sup>th</sup>	various locations
RCMP Musical Ride	August 22-24 <sup>th</sup>	DJSS Soccer Field

**VIC Monthly Visitors Tracking**



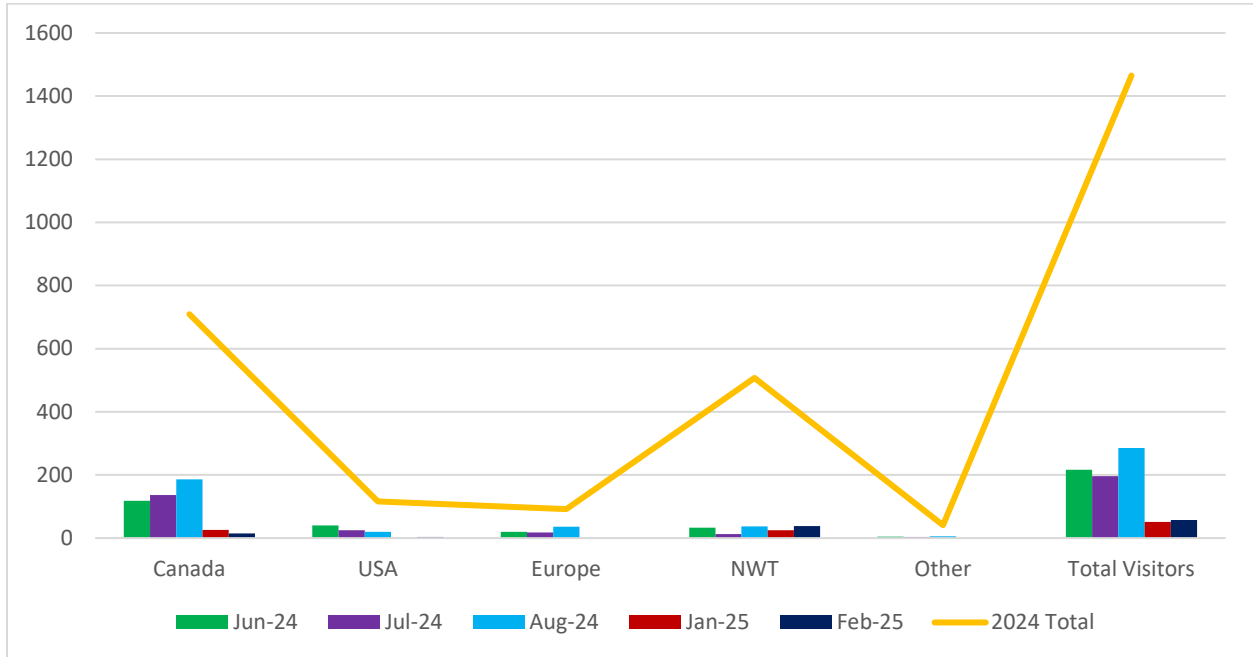


# REPORT TO COMMITTEE

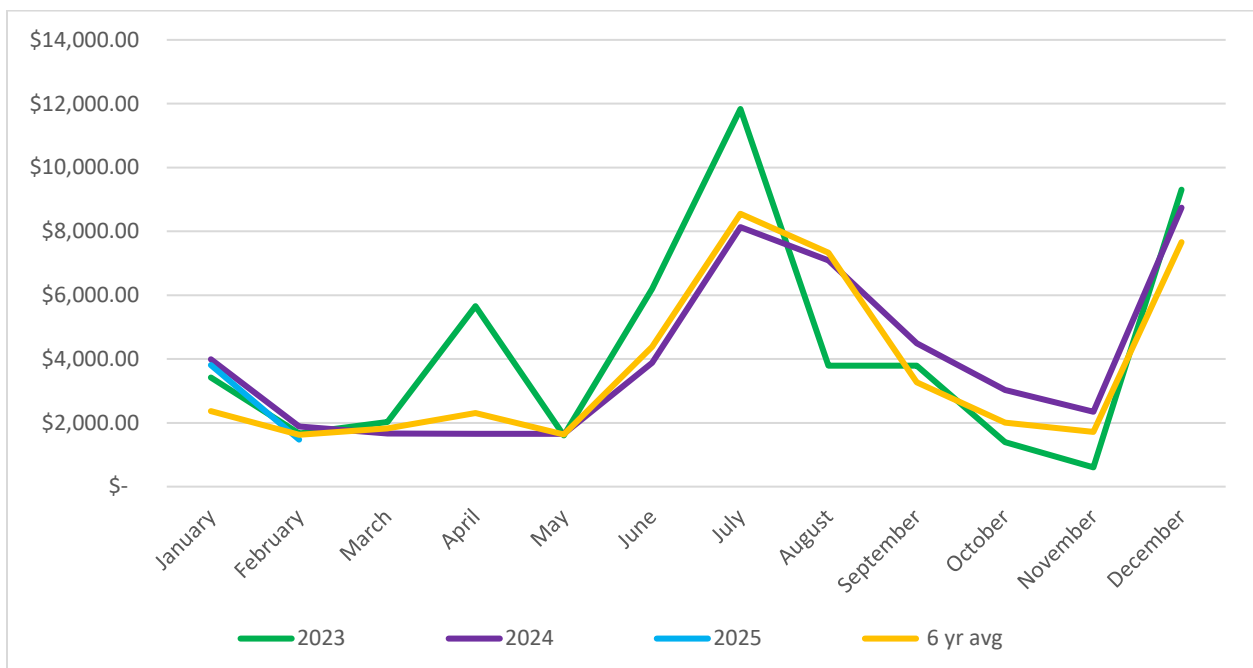
**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 10<sup>th</sup> 2025

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

## VIC Visitors by Location



## VIC Gift Shop Sales





## REPORT TO COMMITTEE

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** March 10<sup>th</sup> 2025

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

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

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Stephane Millette  
Director Recreation and Community Services  
Date: March 7<sup>th</sup>, 2025

**Reviewed by:**  
Glenn Smith  
Senior Administrative Officer  
Date: March 7<sup>th</sup>, 2025

# REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10<sup>th</sup>, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

## RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for February 2025 as presented.

## BACKGROUND:

Monthly Enforcement Priorities	
Priorities	Description
1. Animal Control	Patrols and Enforcement
2. Traffic Bylaw	Engagement and Enforcement
3. Public Behaviour	Engagement and Enforcement

Monthly Stat Summary	
Animal Control	16
Traffic	10
Unsightly	11
Other	1

With the winter season winding down and the weather warming up, we have noticed a steady number of loose dogs. The majority of the loose animals are from repeat offenders. We are rounding up any loose dogs that we come across. If the dog is wearing current Hay River tags, the dog will be brought home, but when dealing with repeat offenders, the dog is taken to the shelter, and fines are imposed, which must be paid before the animal is released. This month we have taken 5 animals to the shelter. This action is a last resort only when residents have multiple violations. Patrols have been increased in higher traffic areas to ensure the safety of the community is taken seriously and residents are properly taking care of their animals. Residents are encouraged to report any animal issues to the Protective Services Specialist so they can be investigated and taken care of appropriately.

Traffic safety is also a priority for Protective Services. With the warmer weather, kids are more active outside playing and the public is utilizing our outdoor spaces more. The warmer weather also makes the roads very slick, so focusing on compliance with traffic control devices (i.e., speed limits and stop signs) is one of our goals for the upcoming month. The emphasis will be on areas such as the school zone, the downtown core, and residential areas. The goal of the

# REPORT TO COMMITTEE



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**COMMITTEE:** MUNICIPAL SERVICES COMMITTEE      **DATE:** March 10<sup>th</sup>, 2025

**DEPARTMENT:** PROTECTIVE SERVICES

**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

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Protective Services Specialist is not to write volumes of tickets but to educate the public and ensure the safety of our residents. Protective Services always takes an educational approach to enforcement and fines are always a last resort option.

### **School Safety**

The Protective Services Specialist continues to monitor and patrol the school zones during peak times to ensure motorists comply with regulations to ensure the safety of school zones. Speed compliance with residents has been good. Compliance with stop signs has been trending downward and has been addressed when needed.

### **Upcoming Goals**

The Protective Services Specialist will emphasize more patrols for public behavior issues, and traffic safety compliance regarding traffic control devices, especially in areas heavily populated with pedestrians, such as the school zone, downtown core, and residential areas. Working with public works to keep the streets clear of vehicles and trailers parked or abandoned in contravention of the traffic bylaw will continue as the weather continues to warm up.

### **Emergency Services**

The Protective Services Specialist is currently enrolled in the 1021 Fire Officer's Course and has been doing training and response on the ambulance.

<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



COMMITTEE: MUNICIPAL SERVICES COMMITTEE      DATE: March 10<sup>th</sup>, 2025  
 DEPARTMENT: PROTECTIVE SERVICES  
 SUBJECT: MUNICIPAL ENFORCEMENT REPORT

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	VERBAL OR VISUAL WARNING	WRITTEN WARNING ENFORCEMENT	FINES ENFORCEMENT
<b>Animal Control Bylaw</b>					
Animal Abuse/Welfare	7	2	1	2	2
Barking Dogs	1	1	0	0	0
Dog Attack	6	3	0	1	2
Dog Bites	0	0	0	0	0
Loose Cat/Dog	24	7	12	0	5
Sled Dog Complaints	0	0	0	0	0
Miscellaneous	3	2	1	0	0
<b>Business License</b>					
No Business License	0	0	0	0	0
Operating business not as permitted	1	1	0	0	0
<b>Traffic Bylaw</b>					
Vehicle/Trailer Parking	7	1	5	0	1
ATV/Snow Machine	0	0	0	0	0
Fail to Stop (Sign or Light)	1	0	0	1	0
Speeding	7	1	3	2	1
Speeding (School/Construct/Industrial)	0	0	0	0	0
Suspected Impaired Driver	0	0	0	0	0
Miscellaneous	0	0	0	0	0
<b>Unightly Bylaw</b>					
Overgrown Trees	0	0	0	0	0
Long Grass & Weeds	0	0	0	0	0
Garbage	11	11	0	0	0
Miscellaneous	0	0	0	0	0
<b>Taxi Bylaw</b>					
Taxi Not Available	0	0	0	0	0
No Brokerage/ Business Licence	0	0	0	0	0
Fail to carry/No Taxi/Chauffer Permit	0	0	0	0	0
<b>Noise Abatement Bylaw</b>					
Noise Complaint	1	1	0	0	0
<b>Fire Prevention Bylaw</b>					
Burning without permit	1	1	0	0	0
Miscellaneous	3	2	1	0	0
<b>Public Behavior Bylaw</b>					
Miscellaneous	0	0	0	0	0
Littering	0	0	0	0	0
Public Intoxication	1	0	1	0	0
Loitering	0	0	0	0	0
<b>Snow Removal Bylaw</b>					
Sidewalks not cleared	1	1	0	0	0
Driveway cleared on to street / sidewalk	0	0	0	0	0
Snow being put on private property	0	0	0	0	0
Miscellaenous	3	1	2	0	0
<b>TOTAL</b>	<b>78</b>	<b>35</b>	<b>26</b>	<b>6</b>	<b>11</b>

# REPORT TO COMMITTEE



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**COMMITTEE:** MUNICIPAL SERVICES COMMITTEE      **DATE:** March 10<sup>th</sup>, 2025  
**DEPARTMENT:** PROTECTIVE SERVICES  
**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

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**Prepared by:**

Brandon Scott  
Protective Services Specialist  
Date: February 6, 2025

**Reviewed By:**

Jonathan Wallington  
Assistant Director of Protective Services  
Date: February 6, 2025



# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10<sup>th</sup>, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

## RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the Emergency Services Activity Report for February 2025 as presented.

## BACKGROUND:

### Summary:

Monthly Stat Summary	
EMS Calls	40
False Alarms	7
Fires	0
Rescue	2

In February, the new Protective Services Specialist started working for the Town. Previous experience and knowledge of Territorial Acts have been advantageous and made the transition into his new role with the Town easier. Onboarding and familiarization with procedures and current issues have taken place, along with training on the ambulance. The new Protective Services Specialist brings a positive attitude and willingness to work with residents to ensure their safety in the community.

The Town held a First Aid Course for available employees as part of the Health and Safety Management System program. Another course will be held in the future for those who were unable to attend to ensure that workers have the necessary certification, as indicated and tracked in the training matrix. There was a safety meeting concerning the ice plant at the Community Center to ensure that proper safety monitoring equipment was available, tested, and accurate, and procedures were in place to ensure worker safety when doing safety checks.

The Department continues to add functions and essential resources to the online emergency services app to streamline access within the department. This has been valuable in enhancing coordination and communication among members and officers. As additional resources are developed, they will be incorporated into the app, further improving its functionality and effectiveness in supporting the team's needs. This will help make the transition to the asset



# REPORT TO COMMITTEE

**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: March 10<sup>th</sup>, 2025**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

management program easier in the future, as more of the paperwork will be transitioned to electronic reporting and tracking.

The Fire Department NFPA 1001 professional firefighter training program recruits have been busy with training. One of the written exams will be in March, and they have been doing extra training with each other outside of regular training nights to ensure their knowledge is where it needs to be. The already certified 1001 members who have been helping with instructing and training have received helpful feedback and engagement from the trainees. The six certified members taking their NFPA 1021 Fire Officer training have started their online training at their own pace and will continue until completion this summer.

The department had to deal with minor issues with the Town transitioning to a different power company and power source. Communication lines were affected, but alternate ways of contacting emergency services were communicated via the Town's Social Media page. The department also had a surge of fire alarms during the power transfers and surges that were investigated to ensure no actual fire emergencies. Repairs and maintenance were also done to the backup generator at the Fire Hall to ensure full functionality during power outages.

At the last Council meeting, some questions were raised about fire department training and costs. The following summarizes training units and costs in 2024.

<b>Training Cost Type</b>	<b>Amount</b>	<b>Costs</b>
<b>Fire Meetings</b>	46	Wages: \$28,550
<b>Fire Meeting Hours</b>	1692.5	Per Firefighter Hour: \$16.87
<b>Training Courses</b>	33 days of training	Wages: \$13,250
<b>Training Courses Hours</b>	1377.5	Per Firefighter Hour: \$9.62
<b>Total Training</b>	<b>79 Days</b>	<b>Wages: \$41,800</b>
<b>Total Training Hours</b>	<b>3,070</b>	<b>Wages Per Hour: \$13.61</b>



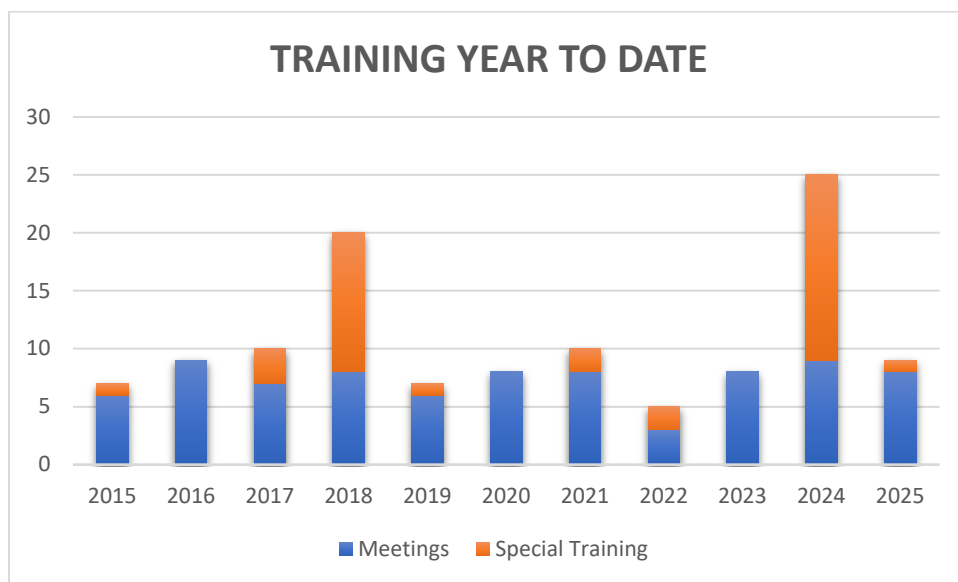
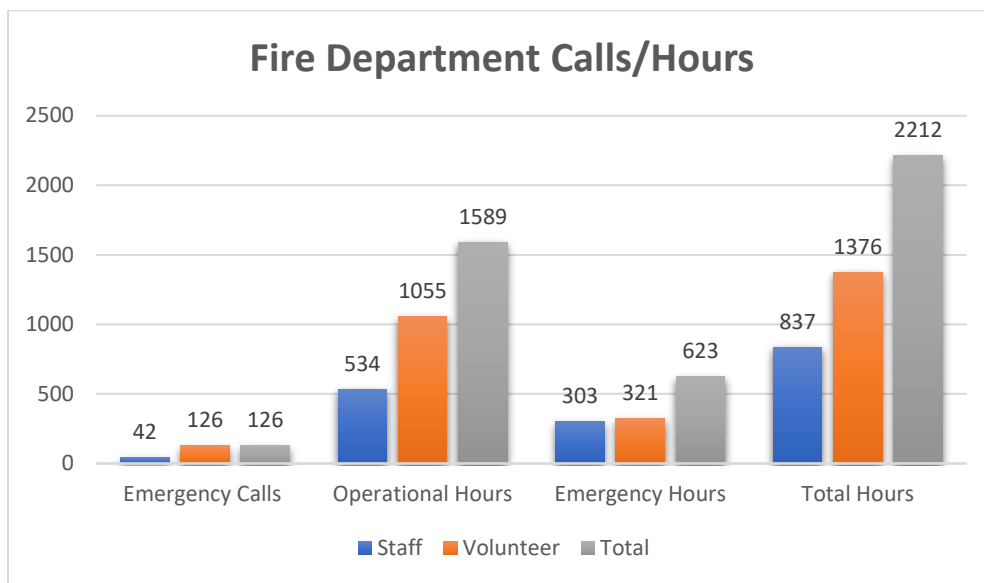
# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10<sup>th</sup>, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

## STATISTICS



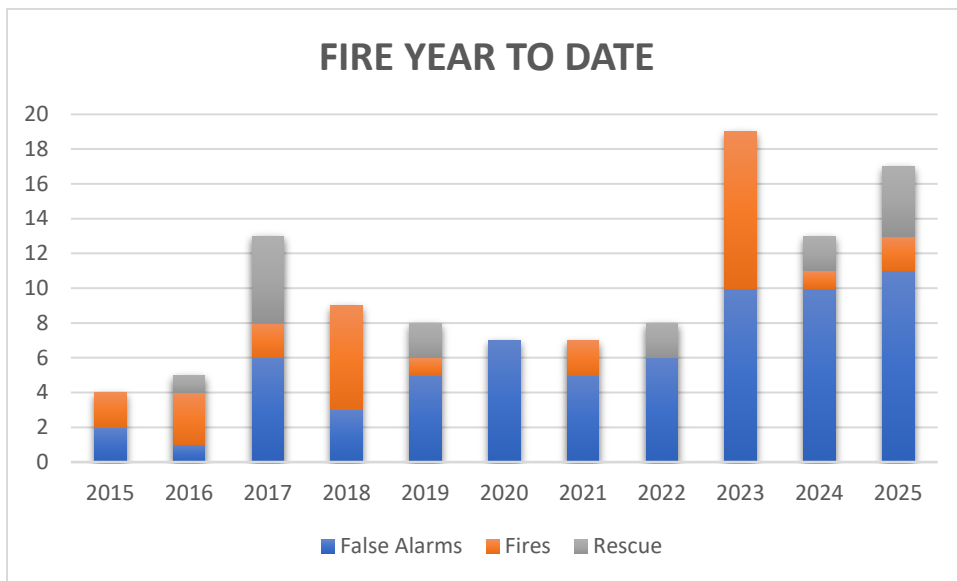
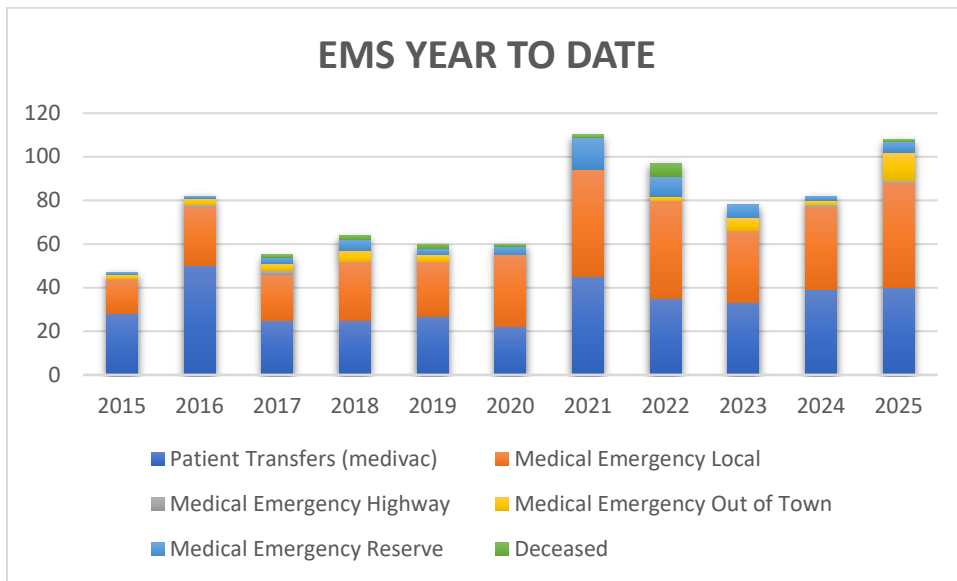


# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10<sup>th</sup>, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT





# REPORT TO COMMITTEE

---

**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: March 10<sup>th</sup>, 2025**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

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## 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

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#### Prepared by:

Travis Wright  
Director Protective Services/Fire Chief  
Date: March 6<sup>th</sup>, 2025

#### Reviewed By:

Glenn Smith  
Senior Administrative Officer  
Date: March 6<sup>th</sup>, 2025



# REPORT TO COMMITTEE

DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES DATE: March 10, 2025

SUBJECT: FCM CLIMATE CHANGE GRANT

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs staff to apply for a funding opportunity from the Federation of Canadian Municipalities' Local Leadership for Climate Adaptation initiative for the development of a Climate Adaptation Plan for Hay River.**

## BACKGROUND:

Northern regions are at the front lines of climate change, experiencing the most significant warming in Canada and predicted to experience continued warming during the 21st century. These impacts have financial implications for all levels of government, but also threaten people, homes, communities, livelihoods, infrastructure, community facilities, and traditional land uses and activities.

Hay River residents have experienced the impacts of climate change firsthand over the last couple of years. In May 2023, wildfire blazed through community, burning 18 homes on the Katl'odeeche First Nation and leading to a ten-day evacuation for the whole community. Again, in mid-August, nearly the entire territory was evacuated due to wildfires burning across the region, with Hay River residents being away from home for a month. In spring of 2022, the Hay River flooded, with floodwaters reaching the highest level on record and encroaching on homes, roads and infrastructure. In 2021, water levels were also high, and there was some flooding and several neighbourhoods were evacuated.

In Hay River, the community is seeing a range of climate change-related impacts which include flooding, wildfires, rising temperatures, and more frequent and intense storms. These impacts are creating new hazards that are damaging infrastructure and making it more challenging to provide essential services and emergency management. People have lost homes and livelihoods, and the evacuations have impacted resident's well-being, financial situations, businesses, mental health and ability to participate in community activities and traditional on-the-land pursuits.

The Town of Hay River would like to develop a Climate Adaptation Plan to better understand the potential risks and vulnerabilities related to climate change and plan actions to adapt to the climate risks. By developing a Climate Adaptation Plan, the Town of Hay River will consider changes in decisions, activities and thinking in response to observed or expected changes in climate and will work towards being a more resilient community. The outcome of this plan will be a prioritized set of actions that will increase Hay River's ability to understand, respond to, and recover from, climate related impacts.

### Goals of the Climate Adaptation Plan

1. Town of Hay River staff will understand the specific climate change related risks and vulnerabilities to the essential services, infrastructure, community facilities, and homes.



# REPORT TO COMMITTEE

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**DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES    DATE: March 10, 2025**

**SUBJECT:            FCM CLIMATE CHANGE GRANT**

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2. Residents will have a better understanding of climate change impacts in their community, risks and hazards, and the work underway and planned to make their community more resilient.
3. The community will have a Climate Adaptation Plan that sets out specific actions for making the community more resilient. This plan will include responsibilities, along with timelines, and funding sources.
4. Hay River will continue to make the required improvements to infrastructure, operations and services to minimize the future impacts of climate change on people, housing, essential services and community well-being.

## **Work Plan**

### **Task 1 – Project Management**

- Bi-weekly meetings will be held between the Town of Hay River and the consultant to coordinate tasks and ensure the team is working collaboratively and efficiently.

### **Task 2 – Project Start-Up and Kick-Off**

- Gather, review and summarize all background documents.
- Develop a comprehensive Engagement Plan, with a focus on reconciliation, anti-racism, equity and inclusion.

### **Task 3 – Research and Review Potential Climate Change Impacts**

- Identify potential climate change hazards and impacts for the community. Evaluate these hazards to understand their likelihood of occurring.
- Plan and carry out the outreach and engagement with Indigenous Government Organizations, rights holders, interested parties and community members.
- Develop a What We Heard report to capture and analyze input received.

### **Task 4 – Risk and Vulnerability Assessment**

- Each climate hazard identified will be assessed to understand how it could impact the community. This will lead to an understanding of the vulnerability of each service area or system to the climate change related impacts.
- Develop options for dealing with specific vulnerabilities.
- Host a workshop with Town of Hay River staff and representatives from Indigenous Government Organizations to work collaboratively to prioritize the climate risks and potential actions.

### **Task 5 – Climate Adaptation Plan**

- Develop a final action-oriented Climate Adaptation Plan for Hay River that includes a funding strategy to address risks and vulnerability.

<b>COUNCIL POLICY / STRATEGY OR GOAL:</b>
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# REPORT TO COMMITTEE

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**DEPARTMENT:** INFRASTRUCTURE AND PLANNING SERVICES    **DATE:** March 10, 2025

**SUBJECT:** FCM CLIMATE CHANGE GRANT

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In the Hay River Strategic Plan, Goal 4 is to “Consider how best to meet ongoing climate change-related issues that will impact Hay River”. The two specific tactics listed under this goal are to develop a Climate Adaptation Plan that includes fire, water and other impacts, and plan for the increasing likelihood and impact of extreme weather events.

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

*Town of Hay River Community Plan, 2018*  
*Town of Hay River Strategic Plan, 2022-2025*

### **FINANCIAL IMPLICATIONS:**

The total budget to develop the Climate Adaptation Plan is \$90,000 and a consultant will be hired to lead this work.

The maximum FCM grant available for this type of project is \$70,000, which means that the Town of Hay River will be responsible for contributing \$20,000. The plan is for the Town to contribute \$10,000 of in-kind support in the form of staff time and \$10,000 towards consultant fees. These costs were included in the approved 2025 O&M budget.

### **ALTERNATIVES TO RECOMMENDATIONS:**

N/A

### **ATTACHMENTS:**

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**Prepared by:**  
Patrick Bergen  
Director of Infrastructure and Planning Services

**Reviewed by:**  
Glenn Smith  
Senior Administrative Officer



# REPORT TO COMMITTEE

**DEPARTMENT: CORPORATE SERVICES**

**DATE: MARCH 10, 2025**

**SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT  
TAX SALE PROVISION**

**RECOMMENDATION:**

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, 2025, at 10:00 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
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
10-103 STREET	20	M	123	\$57,350.00
48018 MacKENZIE HIGHWAY	1	XC	134	\$7,650.00
48016 MacKENZIE HIGHWAY	2	XC	134	\$8,350.00
47135 BACK ROAD	12	XD	134	\$26,000.00
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
8-105 STREET	21	V	219	\$18,800.00
8 TAYLOR PLACE	627-4		646	\$40,100.00
8 MANSELL PLACE	971		830	\$107,250.00
938-945 MacKENZIE HIGHWAY	1008-1015		830	\$944,600.00
1 PINE CRESCENT	553-143		917	\$39,200.00
51 FIR CRESCENT	553-99	G814	991	\$33,100.00
1-B POPLAR ROAD	1680		2583	\$114,000.00
43044 & 43032 MacKENZIE HIGHWAY	1926 & 1929		4196	\$202,100.00



# REPORT TO COMMITTEE

DEPARTMENT: CORPORATE SERVICES

DATE: MARCH 10, 2025

SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT  
TAX SALE PROVISION

## BACKGROUND:

The Property Assessment and Taxation Act R.S.N.W.T. 1988, c.P-10 (PATA) Part III Taxation, Section 97.6 provides for the recovery of tax arrears by sale at public auction.

### SALE

Sale at public auction      **97.6. (1)** A taxable property that remains on the tax arrears list after December 31 of the year that the tax arrears list was prepared may be offered for sale, at a public auction, by the taxing authority at such time as it considers appropriate, if the property continues to be on the tax arrears list at that time.

Date of public auction      (2) The date of a public auction must be set  
(a) by resolution of the council of the municipal taxing authority, where the taxable property to be offered for sale is within its municipal taxation area; or  
(b) by order of the Minister of Finance, where the taxable property to be offered for sale is within the general taxation area.

Minimum sale price and conditions of sale      (3) A resolution or order referred to in subsection (2) must also set out, in respect of each taxable property to be offered for sale at the public auction,



# REPORT TO COMMITTEE

DEPARTMENT: CORPORATE SERVICES

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SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT  
TAX SALE PROVISION

- (a) the minimum sale price, as calculated in accordance with the regulations; and
- (b) any other term or condition that the taxing authority wishes to apply to the sale.

Restriction on sale

(4) A taxable property offered for sale at a public auction may not be sold for less than its minimum sale price and must be sold for the highest price bid above the minimum sale price.

Best possible price

(5) A taxing authority is not under any duty to obtain the best possible price for a taxable property and, for greater certainty, the taxing authority is not obliged to delay the sale of the taxable property for that purpose.

Inapplicable provisions in municipal Acts

(6) For greater certainty, the sale by a municipal taxing authority of a taxable property of an assessed owner, whether or not the taxable property includes a leasehold interest registered under the *Land Titles Act* in municipal land, is not subject to the provisions in the *Charter Communities Act*, *Cities, Towns and Villages Act*, *Hamlets Act* and *Tłı̨chǫ Community Government Act* pertaining to the disposition of real property belonging to a municipal corporation. S.N.W.T. 1997,c.20,s.4; S.N.W.T. 2004,c.7, Sch.B, s.7(5).

The Property Assessment and Taxation Act – Tax Sales Regulations Section 3 establishes the minimum price of a taxable property.



# REPORT TO COMMITTEE

DEPARTMENT: CORPORATE SERVICES

DATE: MARCH 10, 2025

SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT  
TAX SALE PROVISION

PROPERTY ASSESSMENT AND  
TAXATION ACT

LOI SUR L'ÉVALUATION ET L'IMPÔT  
FONCIERS

## TAX SALES REGULATIONS

## RÈGLEMENT SUR LES VENTES IMPOSABLES

The Commissioner, on the recommendation of the Minister and the Minister of Finance, under subsections 117(3) and (4) of the *Property Assessment and Taxation Act* and every enabling power, makes the *Tax Sales Regulations*.

Le commissaire, sur la recommandation du ministre et du ministre des Finances, en vertu des paragraphes 117(3) et (4) de la *Loi sur l'évaluation et l'impôt fonciers* et de tout pouvoir habilitant, prend le *Règlement sur les ventes imposables*.

1. In these regulations, "Act" means the *Property Assessment and Taxation Act*.

1. Dans le présent règlement, «Loi» s'entend de la *Loi sur l'évaluation et l'impôt fonciers*.

2. These regulations apply in respect of the sale of a taxable property for arrears of property taxes under Part III.1 of the Act.

2. Le présent règlement s'applique relativement à la vente d'une propriété imposable pour recouvrement d'arriérés d'impôt foncier en vertu de la partie III.1 de la Loi.

3. (1) Subject to subsection (2), the minimum sale price of a taxable property, whether located in the general taxation area or a municipal taxation area, that is to be offered for sale is 50% of the assessed value of the taxable property.

3. (1) Sous réserve du paragraphe (2), le prix de vente minimal d'une propriété imposable mise en vente est de 50 % de sa valeur évaluée, que cette propriété soit située dans une zone d'imposition générale ou une zone d'imposition municipale.

(2) A taxing authority may, in respect of a taxable property referred to in subsection (1), set out in a resolution or order referred to in subsection 97.6(2) of the Act, a minimum sale price that is calculated on the basis of such percentage of assessed value in excess of the applicable percentage set out in subsection (1) as the taxing authority considers appropriate.

(2) Toute administration fiscale peut, relativement à la propriété imposable mentionnée au paragraphe (1), indiquer le prix de vente minimal qu'elle estime approprié, calculé sur la base du pourcentage de la valeur évaluée qui est supérieur au pourcentage prévu au paragraphe (1) dans la résolution ou l'arrêté visé au paragraphe 97.6(2) de la Loi.

(3) For greater certainty, the minimum sale prices set under subsection (2) may vary between classes of property established under sections 13 to 15 of the Act. R-059-2001,s.2.

(3) Il demeure entendu que le prix de vente minimal établi en vertu du paragraphe (2) peut varier entre les catégories de propriétés établies en vertu des articles 13 à 15 de la Loi. R-059-2001, art. 2.

4. The form prescribed for the purposes of subparagraph 97.92(3)(b)(ii) of the Act is set out in the Schedule. R-027-2000,s.2

4. La formule prescrite pour l'application du sous-alinéa 97.92(3)(b)(ii) de la Loi est prévue à l'annexe. R-027-2000, art. 2.

Administration has provided notice pursuant to the legislation to all property owners that are in arrears for **2023** property taxes and that their properties may be sold for property tax arrears.



# REPORT TO COMMITTEE

**DEPARTMENT: CORPORATE SERVICES**

**DATE: MARCH 10, 2025**

**SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT  
TAX SALE PROVISION**

The properties listed below are subject to sale for arrears of property taxes.

Property Address	Lot	Block	Plan	Minimum Sale Price
43074 MacKENZIE HIGHWAY	64 S Ptn		38	\$14,500.00
43026 & 43028 MacKENZIE HIGHWAY	79 & 80		38	\$212,450.00
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48038 MacKENZIE HIGHWAY	2	XB	190	\$55,250.00
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1-B POPLAR ROAD	1680		2583	\$114,000.00
43044 & 43032 MacKENZIE HIGHWAY	1926 & 1929		4196	\$202,100.00

The auction will be held on **June 12, 2025** at **10:00 am**, at the Town Hall Council Chambers in the Town of Hay River.

If prior to commencement of public auction, any person including the assessed owner pays the arrears of property taxes and all reasonable expenses incurred by the Town to collect the arrears with respect to a taxable property, the property will not be offered for auction

Any person who pays the arrears of property taxes and expenses prior to commencement of the public auction may obtain a lien on the taxable property for the amount paid if the person is other than the assessed owner and having an interest, estate, encumbrance,



# REPORT TO COMMITTEE

**DEPARTMENT: CORPORATE SERVICES**

**DATE: MARCH 10, 2025**

**SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT  
TAX SALE PROVISION**

or claim registered or filed under the Land Titles Act in or against the taxable property or a transferee of such a person.

The assessed owners of any of the above taxable properties is entitled to redeem that taxable property within 30 days after the date of the public auction by paying the Town the arrears of property taxes and all reasonable expenses incurred by the Town to collect the arrears. Where a taxable property that is sold at the public auction is redeemed by its assessed owner, the sale cannot be completed and all rights and interest of the purchaser in the taxable property cease.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

Property Assessment and Taxation Act R.S.N.W.T. 1988, c.P-10 (PATA) Part III  
Taxation, Section 97.6

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

**Prepared by:**

Susan Gallardo  
Lands & Taxation  
February 21, 2025

**Reviewed by:**

Blair Porter  
Director of Corporate Services  
March 4, 2025



# REPORT TO COMMITTEE

**DEPARTMENT:** Office of the SAO

**DATE:** March 10, 2025

**SUBJECT:** NWT Association of Communities Healthy Community Award

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the reallocation of \$5000 awarded to the Town of Hay River for winning the NWT Association of Communities 2025 Healthy Community Award as follows:**

- 1. \$2500 to the Hay River Youth Centre – conditional on reopening of facility in 2025**
- 2. \$2500 to the Hay River Watch Society – conditional on society registration and election for officials**

## BACKGROUND:

On March 1<sup>st</sup>, 2025 the Town of Hay River was presented the NWT Association of Communities's 2025 Healthy Community Award at their annual conference. The award is presented annual to one member community that is determined to best encourage and support residents in adopting healthy lifestyles by providing programs promoting physical activities, nutrition, and social connections recognizing that social, environment and economic factors are important determinants of human health.

Hay River was recognized for its strategic and multifaceted approach to addressing new community stressors following the challenges of COVID-19, natural disasters, and evolving social health concerns. Specifically:

1. The establishment of the interagency **Healthy Community Committee** and the development of a **Healthy Community Strategy** that focuses on improving health and wellness activities and fostering collaboration among governments, NGOs, and community members.
2. The identification of several **Calls to Action** from the Truth and Reconciliation Commission of Canada to advance reconciliation within the community.
3. The development of a **Community Housing Plan** and the execution of initiatives that includes advancing three housing sub-developments (**Fraser, Aspen, Sundog**), launching a **\$2M Housing Development Grant** program funded by CMHC, the establishment of a **Housing Committee**, and initiating a **Flood Inundation and Hazard Mapping** project
4. A demonstrated commitment to physical health and recreation programming made evident by the community being crowned **Canada's Most Active Community** by ParticipACTION, the development and launch of the **2024 Trail and Greenspace Master Plan**, the retrofits of **Bob McMeekin Park** and **Porritt Landing Marina** both funded 75% by Federal funds, the construction initiated for the **Vale Island Recreation Area** funded by 100% Federal and Territorial dollars and the progressive introduction of



# REPORT TO COMMITTEE

**DEPARTMENT:** Office of the SAO

**DATE:** March 10, 2025

**SUBJECT:** NWT Association of Communities Healthy Community Award

**diverse programming, events, and support for local community service and recreation groups** by the Town's Recreation and Community Services Department

5. The support in resuming key community events that define Hay River's social fabric that include the **NWT Track and Field Championships, Lobsterfest, and Hay Days**, and the introduction of the **Community Spirit Awards Gala** that recognizes the contributions of volunteers, residents, and organizations to build a healthy community.
6. The reestablishment of the two key community service groups: **Hay River Youth Centre** and the **Hay River Beautification Society**
7. The strides made in enhancing sectors of the economy that include the opening of the new **Fish Processing Plant**, an MOU established between **Pine Point Mining Ltd.** and the Town of Hay River, the securement of \$900k from United Way to remediate and develop the **old NFTI land** into an agricultural area, a \$1M 100% third party funded partnership to enhance community tourism through the **Hay River Golf Course Enhancements**.
8. For the demonstrated commitment to public safety and climate adaptation through the initiation of several flood mitigation projects including the \$1.3M **West Channel Berm Enhancement Project**, the \$3.6M **Airport Road Flood Mitigation Project**, the \$5.1M **Lift Station #1 Refurbishment and Mitigation Project**, and the **Flood Inundation and Hazard Mapping project**. All of these projects were funded 100% by federal and third party dollars.
9. For demonstrated environmental stewardship that includes the completion of **District Biomass Heating System Feasibility and Preliminary Design**, and a **Near-Zero Town Hall Feasibility and Preliminary Design**. The first phase launch of the **Three Stream Curbside Waste Reduction project** through the design and implementation of a residential curbside cart program. An **Electric Vehicle Pilot** for the Town's Protective Services Department.

As part of the recognition the Town was awarded \$5000 to support future health related initiatives that benefit the community.

It is recommended by Administration, in consultation with the Chair of the Healthy Communities Committee, that the funds be allocated to support two community groups that have a defined role in advancing the prioritized goals of the Healthy Community Strategy:

1. **Hay River Youth Centre (\$2500 conditional on reopening in April 2025)** – supports Objective 2.4: Improve children and youth safety and access to opportunity



# REPORT TO COMMITTEE

**DEPARTMENT:** Office of the SAO

**DATE:** March 10, 2025

**SUBJECT:** NWT Association of Communities Healthy Community Award

**2. Hay River Watch (\$2500 conditional on formalization of a registered society and executive) - supports Objective 2.3: Strengthen crime enforcement initiatives....**

The HR Youth Centre has indicated that their facility is closed for the month of March citing funding shortages but plans to resume operations in April through renewed funding. Funding would support service delivery.

Hay River Watch has indicated that they are looking to establish themselves as a registered and functional society to support crime awareness and prevention in the community. The funding would support startup related activities.

**COUNCIL POLICY / STRATEGY OR GOAL:**

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

Hay River Healthy Community Strategy

**FINANCIAL IMPLICATIONS:**

\$5000 in and out

**ALTERNATIVES TO RECOMMENDATIONS:**

- Allocation to other community groups that support a healthy community
- Allocation to programs that the Town is managing. I.e. Healthy Communities Committee coordination

**ATTACHMENTS:**

Prepared by:

Reviewed by:

Glenn Smith  
Senior Administrative Officer

March 7, 2025



# REPORT TO COMMITTEE

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**DEPARTMENT:** INFRASTRUCTURE AND PLANNING SERVICES **DATE:** March 10, 2025

**SUBJECT:** New Municipal Solid Waste Facility Site Selection

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**RECOMMENDATION:**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to move forward with functional design and engineering field assessments on a location legally described as Lot 1960 Plan 4178, the parcel on the southeast corner of the intersection of Highways 2 and 5, to further determine suitability for a new Municipal Solid Waste Facility.**

**BACKGROUND:**

**Existing Municipal Solid Waste Facility**

The Town of Hay River (the Town) is authorized to use water and dispose of waste pursuant to the water licence issued by the Mackenzie Valley Land and Water Board. The Town's Solid Waste Facility is located about 7.6 kilometers (km) south of the central business area of Hay River off Highway No. 5 (Fort Smith Highway). The facility accepts all municipal, industrial, commercial, and institutional solid waste from the Town and KFN. The site occupies about six hectares of land and has been in operation since 1973.

A closure and reclamation plan updated every 5 years is required by the licence with the cost to execute the plan at the appropriate time calculated into the Town of Hay River's financial plans.

The requirement to exit the current site has become more imminent due to a few factors.

- the rapid decline in available airspace, which has been particularly problematic following substantial increases in Municipal Solid Waste Facility volume from the impact of the recent natural disasters. The community of Hay River uses approximately 4500m<sup>3</sup> annually of the approximately 30,000m<sup>3</sup> of airspace remaining according to the 2024 Interim Closure & Reclamation Plan.
- From an environmental and regulatory perspective, the Town Municipal Solid Waste Facility is located within 200m upgradient of a significant body of water that is a major tributary to the Town's source of potable water, the Great Slave Lake. Significant resources are exhausted in environmental monitoring/reporting, heightened during the Town's Municipal Solid Waste Facility fires. Regulatory pressures continue to increase with the Municipal Solid Waste Facility's proximity to the river.

The second reason also makes the option of expanding the Municipal Solid Waste Facility in its current location not feasible.



# REPORT TO COMMITTEE

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**DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES DATE: March 10, 2025**

**SUBJECT: New Municipal Solid Waste Facility Site Selection**

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## **Facility Design Basis**

In 2021 Stantec Engineering identified preliminary capacity and design requirements for a new municipal solid waste facility to meet the basic needs of waste management for Hay River and KFN. Capital costs associated with developing a base facility were included in the consultation. A detailed functional and engineering design is proposed to be developed in conjunction with further site selection and assessment that includes geotechnical investigations, hydrogeological studies, and environmental impact assessments to support the design work.

The following guidelines & documents were reviewed and considered in addition to specific requirements of the Mackenzie Valley Land and Water Board as part of the preliminary needs and costing:

- Guidelines for the Planning, Design, Operations and Maintenance (GPDOM) of Modified Solid Waste Sites in the Northwest Territories (GNWT 2003)
- Solid Waste Management for Northern and Remote Communities (SWM-NRC): Planning and Technical Guidance Document (2017), prepared by Environment and Climate Change Canada.
- Town of Hay River Solid Waste Management Study prepared by M. M. Dillon Limited (Dillon)
- Hay River Regional Landfill Feasibility (2005) prepared by FSC Architects and Engineers (FSC)

For estimating the probable capital cost of constructing a new solid waste facility for the Town, the following attributes were used:

- The proposed new facility will require approximately 1.2 km of access road.
- Waste generation - Based on Heinke and Wong (1989) and FSC (2005), the rate of municipal solid waste generation in NWT communities was estimated as 0.017 m<sup>3</sup>/person/day accounting for residential, construction/ demolition, and bulky waste and a waste density of 0.099 t/m<sup>3</sup> = 0.614 tonnes/capita/year (FSC).
- Population base considered: 3,510 (Year 2020) and growth rates
- Waste diversion rate – assumed negligible for developing a conservative estimate of airspace requirement
- Design Life – 40 years (as recommended in the GPDOM)
- Estimated airspace required during the design life ~431,000 m<sup>3</sup>
- Cover soil ratio 1:6
- Base of the solid waste facility – 3 m below ground, side slopes 4H:1V
- Maximum height above ground (waste thickness) – 15 m, waste slopes above ground 4H:1V

Considering the cumulative airspace requirements during the 40-year design life and based on the design attributed considered for the new solid waste facility an estimated land area of

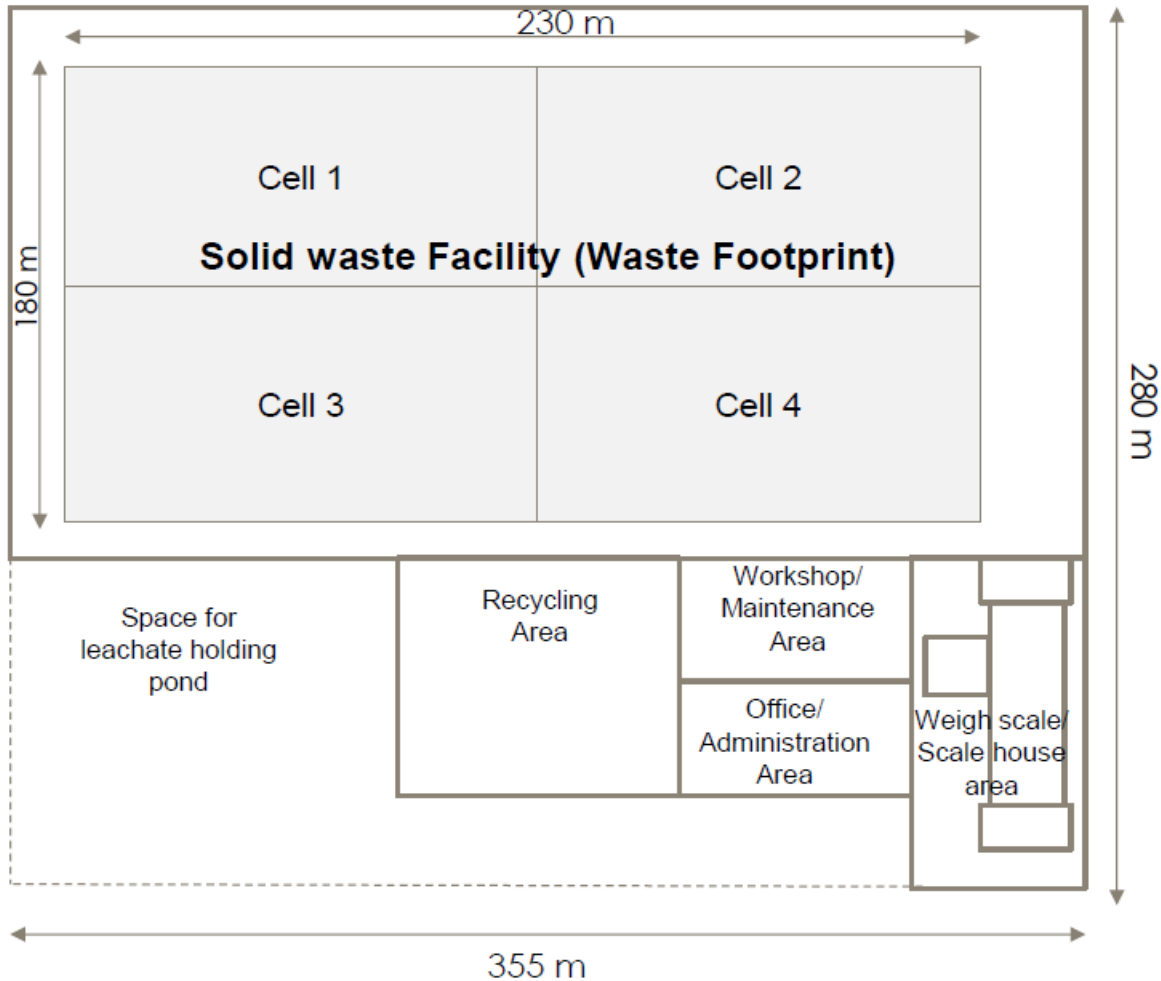


# REPORT TO COMMITTEE

**DEPARTMENT:** INFRASTRUCTURE AND PLANNING SERVICES **DATE:** March 10, 2025

**SUBJECT:** New Municipal Solid Waste Facility Site Selection

approximately 10 hectares will be required.



*Preliminary base requirements design for planning and costing. Further requirements would be identified through future design phases.*

The capital costs associated with the base facility development were estimated in 2021 as follows:



# REPORT TO COMMITTEE

**DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES DATE: March 10, 2025**

**SUBJECT: New Municipal Solid Waste Facility Site Selection**

Item Description	Implementation Year	Cost in the Current Year (2020)	Cost in the Implementation Year
Pre-Development Cost - Site Selection and Site Characterization	2022	\$ 287,500	\$ 302,055
Environmental Site Assessment	2022	\$ 75,000	\$ 78,797
Application for Board Approval of the New Landfill	2022	\$ 50,000	\$ 52,531
Site Development - fencing (1.3 Km), access road (1.2 Km) & necessary infrastructure	2023	\$ 1,019,125	\$ 1,097,486
Utilities - power, water, sewer	2023	\$ 38,500	\$ 41,460
Design and Detailed Engineering & tender services	2023	\$ 303,191	\$ 326,504
Cell # 1 Construction Cost	2024	\$ 1,854,609	\$ 2,047,142
Stormwater and Leachate Management systems	2024	\$ 440,000	\$ 485,678
Construction Oversight and Completion Report	2024	\$ 185,461	\$ 204,714
<b>TOTALS</b>		<b>\$ 4,253,387</b>	<b>\$ 4,636,367</b>

## Proposed Site

Multiple studies have been commissioned by past Councils to identify new sites for a new solid waste facility to serve the Town of Hay River.

A Town of Hay River Solid Waste Management Study was prepared by M. M. Dillon Limited (Dillon) in 1991. Of the various objectives identified in their report, Dillon worked on identifying a new site for the THR as part of their long term preferred solid waste management system. Two sites were identified within the two areas as noted for a potential new site for a solid waste facility: (a) area 10 km south of Vale Island Bridge, and (b) 17 km south on NWT Highway No.2 from the bridge in Hay River. Of the two sites identified, the cost sensitive factors were the development of access road to the site and managing site drainage due to perceived shallow groundwater table.

In 2005, FSC Architects and Engineers was retained by the Municipal and Community Affairs Department (MACA) of the Govt. of the Northwest Territories (GNWT) to conduct a study evaluating the suitability of the communities in the Fort Simpson and Hay River areas as two possible regional solid waste management facilities. For the Hay River regional solid waste facility, communities connected with an all-weather road were considered and included Fort Providence, Fort Resolution, Kakisa, Enterprise and Fort Smith. The site of new regional solid waste facility was proposed at Buffalo Junction, 66 km away from the THR. However, this site was noted to have challenges with labour availability and relatively high groundwater table.



# REPORT TO COMMITTEE

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**DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES DATE: March 10, 2025**

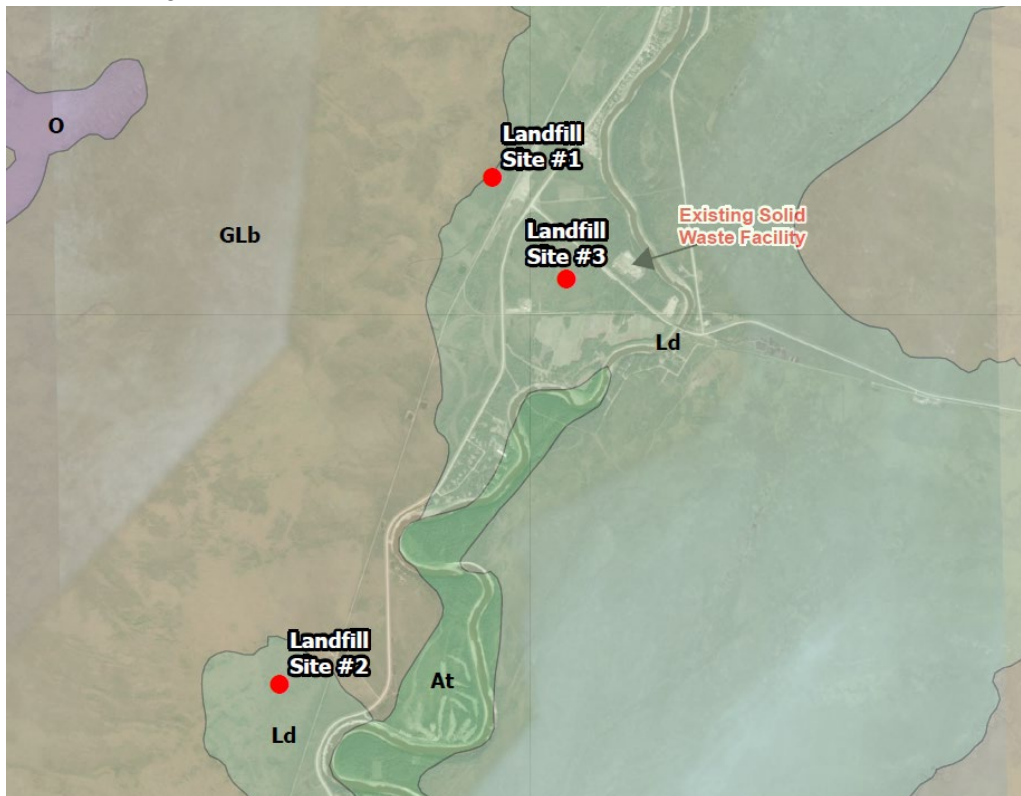
**SUBJECT: New Municipal Solid Waste Facility Site Selection**

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In May of 2023, Stantec provided a Desktop Assessment of Sites for a proposed New Municipal Solid Waste Facility. The criteria for site selection were:

1. Terrain assessment including; Physiography and Topography, Surficial Materials and Soil Development, Subsurface Conditions, Expected Drainage and Groundwater Conditions, Permafrost and Seasonal Frost and Terrain Mapping.
2. General site evaluation in view of technical, environmental, regulatory, and socio-economic consideration.

There were 3 sites shortlisted for consideration:



A summary of terrain assessment and expected site-specific conditions at each of these sites are summarized below



# REPORT TO COMMITTEE

**DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES DATE: March 10, 2025**

**SUBJECT: New Municipal Solid Waste Facility Site Selection**

Site #	Surficial Geology and Landform	Topography	Terrain-related constraints
Site 1 - No road leading to the area of interest, aside from access trail to an existing borrow source, new CNR crossing	located along the boundary between the lacustrine deltaic plain (east) and the glaciolacustrine plain (west)	Elevations ranging from 167 m asl (northwest corner) to 174 m asl (southeast corner).	Widespread occurrence of wetlands and shallow groundwater
	Widespread occurrence of wetlands (locally may reach > 1m in thickness)		
Site 2 -No road leading to the area of interest, aside from the access road leading to the shooting range, improvements to the CNR crossing	Lacustrine deltaic plain	Flat ground at an elevation of 172 m asl	Widespread occurrence of wetlands and shallow groundwater
	Widespread occurrence of wetlands (locally may reach > 1m in thickness)		
Site 3 -Existing roads to the north (Hwy 5), west (Hwy 2) and south (unnamed), no CNR crossing	Lacustrine deltaic plain (central and west portion of the lot)	Elevations decreasing easterly from or a maximum of 175m asl (along Hwy 5), to approximately 171 m asl (eastern limit of the lot)	Localized occurrence of wetlands and shallow groundwater
	Inactive fluvial plain (easternmost portion of the lot)		
	Localized occurrence of wetlands (thickness <1m)		

Based on review of information and desktop assessment completed, it was concluded that Site# 3 would provide a better site condition relative to Site # 1 followed with Site # 2 for development of a new Municipal Solid Waste Facility. Emphasis was placed on the following factors, in the order of priority, in making such determination:

1. Natural Environment: topography, flood plain, geology, hydrogeology, and proximity to water bodies of concern
2. Site access and haul distance
3. Socio-economic factors



# REPORT TO COMMITTEE

**DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES DATE: March 10, 2025**

**SUBJECT: New Municipal Solid Waste Facility Site Selection**

It is recommended that Council proceed with further engineering assessments for Site 3 and begin work on next stages of facility requirements and design. The site assessment would be aimed at completing the following objectives:

- Confirm general site conditions highlighted from the desktop assessment presented herein e.g., surficial geology of the area, drainage conditions, presence/absence of landforms indicative of ice-rich permafrost, etc.)
- Obtain data regarding subsurface soils and/or bedrock conditions, including material sampling in support of the laboratory testing activities and determine presence/absence of any useable aquifer.
- Obtain data specific to permafrost ground conditions (e.g., ice content, thermal regime) in support of the assessment of potential thaw degradation and of its potential impacts on the proposed infrastructures
- Use obtained factual data and provided recommendations regarding the design of the proposed infrastructures. These recommendations will account for site specific conditions, therefore allowing for the selection of the most appropriate design alternative(s)

A phase of public consultation and engagement would be undertaken as part of a rezoning exercise and include information on the sites studied and conceptual design of the facility to gather feedback to support Council's decision on if to proceed with further steps needed to support construction.

**COUNCIL POLICY / STRATEGY OR GOAL:**

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

**FINANCIAL IMPLICATIONS:**

The budget for site selection and design has been defined and passed by Council within the 2025 Capital Budget. Third party capital funding has been identified but not secured for a portion of design and construction of the facility.

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

**Prepared by:**  
Patrick Bergen  
Director of Infrastructure and Planning Services

**Reviewed by:**  
Glenn Smith  
Senior Administrative Officer



# REPORT TO COMMITTEE

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**DEPARTMENT:** ADMINISTRATION

**DATE:** March 10th, 2025

**SUBJECT:** EXCUSED ABSENCE

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**RECOMMENDATION:**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Cllr Lakusta from the Standing Committee of Council, Monday, March 10<sup>th</sup>, 2025**

**BACKGROUND:**

Cllr Lakusta has asked to be excused from the Standing Committee of Council, Monday, March 10<sup>th</sup>, 2025.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Stacey Barnes  
Council Administrator  
Date: March 7<sup>th</sup>, 2025

**Reviewed by:**