



AGENDA

PUBLIC INPUT

1. **CALL TO ORDER**
2. **ADOPTION OF AGENDA**
3. **DECLARATION OF INTEREST**
4. **ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**
5. **ADOPTION OF MINUTES FROM PREVIOUS MEETING**
 - a. Regular Meeting of Council – February 24th – page 3-9
 - b. Special Meeting of Council – February 25th – page 10-12
 - c. Special Meeting of Council – March 10th – page 13-14
6. **INFORMATION ONLY**
7. **ADMINISTRATIVE ENQUIRIES**
8. **COMMITTEE REPORTS**
 - a. Infrastructure and Planning Services Monthly Report for February – page 15-19
 - b. Recreation and Community Services Monthly Report for February – page 20-32
 - c. Municipal Services Monthly Report for February – page 33-36
 - d. Emergency Services Monthly Report for February – page 37-42
 - e. Federation of Canadian Municipalities Climate Change Grant Application – page 43-45
 - f. Property Assessment & Taxation Act Tax Sale Provision – page 46-51
 - g. Healthy Communities Award – page 52-54
 - h. New Municipal Solid Waste Facility Site Selection – page 55-63
 - i. Excused Absence – page 64
9. **NEW BUSINESS**
 - a. 2023 Audited Financial Statements – page 65-104
 - b. Q4 unaudited statement of operations – page 105-117
 - c. 2025 Capital Adjustments – page 118-119
 - d. Strategic Plan update for February – page 120-133
10. **NOTICE OF MOTIONS**
11. **BYLAWS**
 - a. Bylaw 2465 – Amendment to the Fees and Charges Bylaw – Third and Final Reading – page 134-140
 - b. Bylaw 2466/IPS/25 – Solid Waste Management Bylaw – Third and Final Reading – page 141-167



12. IN CAMERA

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

13. ADJOURNMENT



REGULAR MEETING MINUTES February 24th, 2025

The Regular Meeting of Council was held on Monday, February 24th, 2025 at 6:30pm

Present: Mayor Jameson, Councillors Duford, Squirrel, Bouchard, Willows and Wall

Staff: SAO – Glenn Smith, Director of Infrastructure and Planning Services – Patrick Bergen, Director of Recreation – Stephane Millette, Director of Corporate Services – Blair Porter and Council Administrator – Stacey Barnes

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#25-029

MOVED BY CLLR DUFORD

SECONDED BY: CLLR SQUIRREL

Add 9e) Excused Absence for DM Dohey

3. DECLARATION OF INTEREST

Mayor Jameson declared interest in 8g) Shares in Company

4. ANNOUNCEMENTS, AWARDS & PRESENTATIONS

Cllr Duford – Congrats to Team NWT going to the Briar

Cllr Wall – the Spirit Gala was a wonderful event and well attended, shout to all those involved.

Cllr Lakusta – Wednesday to Sunday the Rotary are hosting international students

Cllr Bouchard – Pond hockey happening next weekend

Presentation from GNWT regarding flood mapping

5. ADOPTION OF MINUTES

a. Regular Meeting of Council, January 24th, 2025

#25-030

MOVED BY: CLLR BOUCHARD

SECONDED BY: CLLR DUFORD

CARRIED

6. INFORMATION ONLY – N/A

7. ADMINISTRATIVE ENQUIRIES

Verbal Reports were given by SAO – Glenn Smith, Director of Infrastructure and Planning Services – Patrick Bergen, Director of Recreation – Stephane Millette, Director of Corporate Services – Blair Porter



REGULAR MEETING MINUTES February 24th, 2025

f. RECOMMENDATION:

#25-036 **MOVED BY: CLLR WALL**
 SECONDED BY: CLLR LAKUSTA

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report to Council on the proposed update of Bylaw No. 2332- Solid Waste Management Bylaw, and the amendment to the Bylaw No. 2431 - Fees and Charges as presented.

CARRIED

Mayor Jameson left the room

g. RECOMMENDATION:

#25-037 **MOVED BY CLLR WALL**
 SECONDED BY: CLLR BOUCHARD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER amends the Chase the Ace Style Lotteries Bylaw and Fees and Charges Bylaw as presented.

CARRIED

h. RECOMMENDATION:

#25-038 **MOVED BY: CLLR WALL**
 SECONDED BY: CLLR BOUCHARD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the revisions to Bylaw No. 2388 – Procurement, FA.006 Procurement Policy, and FA.003 Internal Controls/Signing Authorities Policy as recommended by the Bylaw and Policy Committee.

CARRIED

i. RECOMMENDATION:

#25-039 **MOVED BY: CLLR WALL**
 SECONDED BY: CLLR SQUIRREL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Cllr Willows from the Standing Committee of Council, Monday, February 17th, 2025 and Cllr Gagnier from the Standing Committee of Council, February 17th and Regular Meeting, February 24th, 2025.

CARRIED

j. RECOMMENDATION:

#25-040 **MOVED BY: CLLR SQUIRREL**
 SECONDED BY: CLLR BOUCHARD

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

CARRIED



REGULAR MEETING MINUTES February 24th, 2025

Bylaw 2388/CS/25 – PROCUREMENT BYLAW – Second Reading

#25-050

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

CARRIED

c) Bylaw 2389/CS/25 – SIGNING AUTHORITIES BYLAW – First Reading

#25-051

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

CARRIED

Bylaw 2389/CS/25 – SIGNING AUTHORITIES BYLAW – Second Reading

#25-052

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

CARRIED

d) Bylaw 2464 – HALF DAY CIVIC HOLIDAY BYLAW – First Reading

#25-053

**MOVED BY: CLLR WALL
SECONDED BY: CLLR BOUCHARD**

CARRIED

Bylaw 2464 – HALF DAY CIVIC HOLIDAY BYLAW – Second Reading

#25-054

**MOVED BY: CLLR WALL
SECONDED BY: CLLR BOUCHARD**

CARRIED

12. IN CAMERA

There was no In Camera for Monday, February 24th, 2025



REGULAR MEETING MINUTES February 24th, 2025

13. ADJOURNMENT

#22-055

MOVED BY: CLLR DUFORD

That the Regular Meeting of Council be adjourned at 8:00pm.

CARRIED

Certified Correct as Recorded on the 24th Day of February 2024

These minutes were accepted by motion # _____



SPECIAL MEETING MINUTES FEBRURY 25TH, 2025

The Special Meeting of Council was held on Tuesday, February 25th, at 12:15pm

Present: Mayor Jameson, Councillors Duford, Lakusta, Bouchard, Wall & Squirrel

Staff: SAO – Glenn Smith, Council Administrator – Stacey Barnes, Director of Corporate Services – Blair Porter

1. CALL TO ORDER:

This Meeting was called to order at 12:17pm with Mayor Jameson presiding.

2. ADOPTION OF AGENDA

#25-056

MOVED BY CLLR DUFORD

SECONDED BY: CLLR WALL

3. DECLARATION OF INTEREST

There were no Declaration of Interest for Tuesday, February 25th, 2025

4. NEW BUSINESS

a. RECOMMENDATION:

#25-057

MOVED BY: CLLR BOUCHARD

SECONDED BY: CLLR LAKUSTA

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves a resolution authorizing the Senior Administrative Officer and the Mayor to:

- a) execute all necessary purchase and sale agreements, and any ancillary agreements referred to therein, required for the purpose of the Town of Hay River purchasing the Hay River electrical franchise assets from NAKA Power; and
- b) execute all necessary purchase and sale agreements, and any ancillary agreements referred to therein, required for the purpose of the Town of Hay River selling the electrical franchise assets, that were purchased from NAKA Power, to the Northwest Territories Power Corporation (NTPC) for the same price as they were purchased by the Town.

CARRIED



SPECIAL MEETING MINUTES FEBRUARY 25TH, 2025

b. RECOMMENDATION:

#25-058 **MOVED BY: CLLR DUFORD**
 SECONDED BY: CLLR WALL

THAT THE COUNCIL OF THE TOWN OF HAY RIVER:

1. **Passes a resolution to amend Proposed Bylaw No. 2447, being a bylaw to grant a public utility franchise to the Northwest Territories Power Corporation, to:**
 - a. **identify the sources of funding for all costs that will be incurred by the Town as a result of the Bylaw (as required pursuant to section 90(1) of the CTV Act); and**
 - b. **update Schedule “A” to the Bylaw (the Franchise Agreement) such that the franchise fee set out within section 6 of that document refers to a franchise fee range of 0% – 10% rather than a range of 0% – 4%**
2. **And thereafter, proceeds with giving 2nd and 3rd readings to the amended version of Proposed Bylaw No. 2447.**

CARRIED

5. BYLAWS

- a) Bylaw 2368/ADMIN/25 – CHASE THE ACE – Third and Final Reading

#25-059 **MOVED BY: CLLR DUFORD**
 SECONDED BY: CLLR BOUCHARD

CARRIED

- b) Bylaw 2388/CS/25 – PROCUREMENT BYLAW – Third and Final Reading

#25-060 **MOVED BY: CLLR BOUCHARD**
 SECONDED BY: CLLR WALL

CARRIED

- c) Bylaw 2389/CS/25 – SIGNING AUTHORITIES BYLAW – Third and Final Reading

#25-061 **MOVED BY: CLLR WALL**
 SECONDED BY: CLLR DUFORD

CARRIED



SPECIAL MEETING MINUTES FEBRURY 25TH, 2025

d) Bylaw 2464 – HALF DAY CIVIC HOLIDAY BYLAW – Third and Final Reading

#25-062

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

CARRIED

e) Bylaw 2447 – ELECTRICAL FRANCHISE BYLAW – Second Reading

#25-063

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

CARRIED

Bylaw 2447 – ELECTRICAL FRANCHISE BYLAW – Third and Final Reading

#25-064

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

CARRIED

6. ADJOURNMENT

#25-065

MOVED BY: CLLR DUFORD

That the Regular Meeting of Council be adjourned at 12:42pm.

CARRIED

Certified Correct as Recorded on the 25th Day of February 2025

These minutes were accepted by motion # _____



SPECIAL MEETING MINUTES MARCH 10TH, 2025

5. ADJOURNMENT

#25-071

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 7:32pm.

CARRIED

Certified Correct as Recorded on the 10th Day of March 2025

These minutes were accepted by motion # _____



REPORT TO COMMITTEE

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

SUBJECT: Infrastructure and Planning Services Monthly Report for February 2025

RECOMMENDATION:

MOVED BY: CLLR WALL
SECONDED BY: CLLR GAGNIER

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

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

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

SUBJECT: Infrastructure and Planning Services Monthly Report for February 2025

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



REPORT TO COMMITTEE

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

SUBJECT: Infrastructure and Planning Services Monthly Report for February 2025

Planning and Development

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 rd Street	Development Permit for Home Occupation Business
January 29, 2025	D25-002	925 Mackenzie Highway	Development Permit for Manufactured Office Trailer

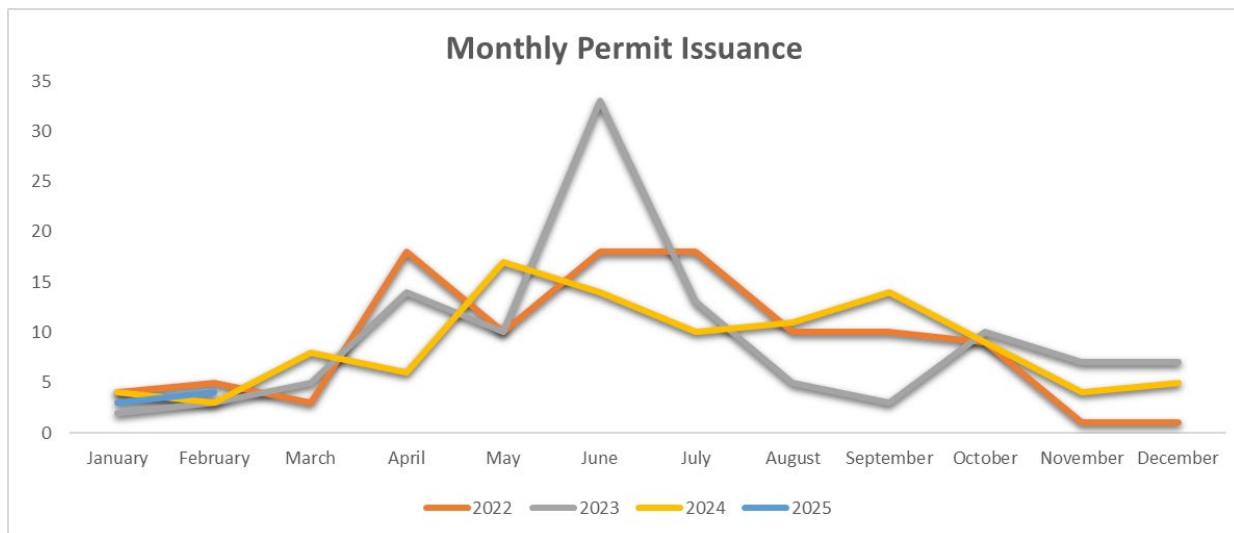


REPORT TO COMMITTEE

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

SUBJECT: Infrastructure and Planning Services Monthly Report for February 2025

January 30, 2025	DH25-005	10 Gaetz Drive	Development Permit for Home Occupation Business
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:



REPORT TO COMMITTEE

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

SUBJECT: Infrastructure and Planning Services Monthly Report for February 2025

- Mackenzie Valley Land and Water Board Town of Hay River License #MV2009L3-0005

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Project Status Report for February

Prepared by:

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

Reviewed by:

Glenn Smith
SAO



REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: March 10th 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

RECOMMENDATION:

MOVED BY: DM DOHEY
SECONDED BY: CLLR WALL

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



REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 10th 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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.

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 12th. 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.

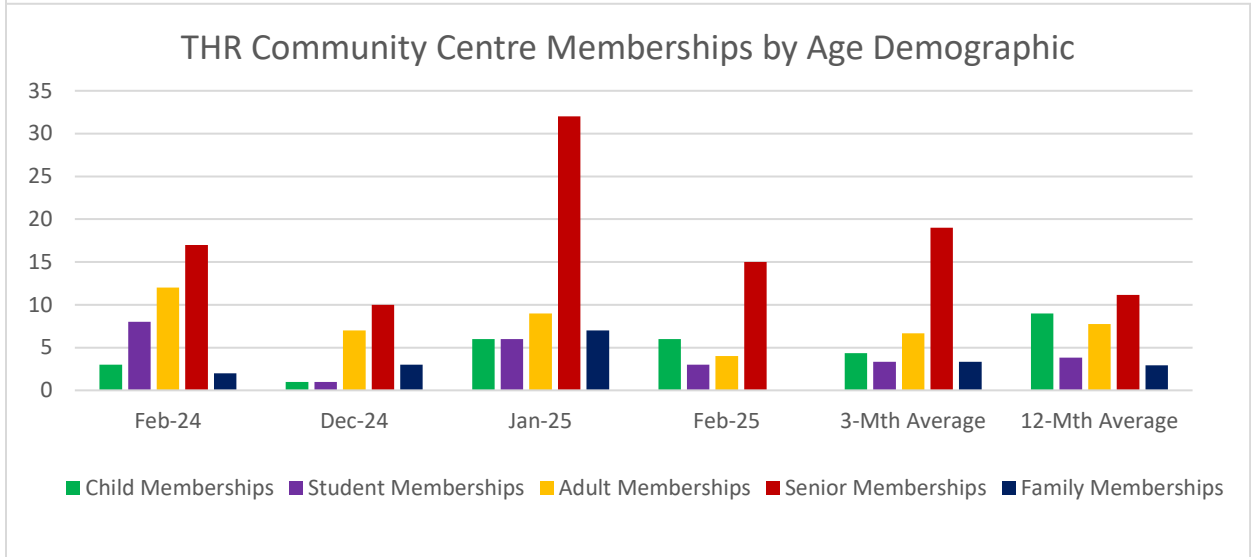
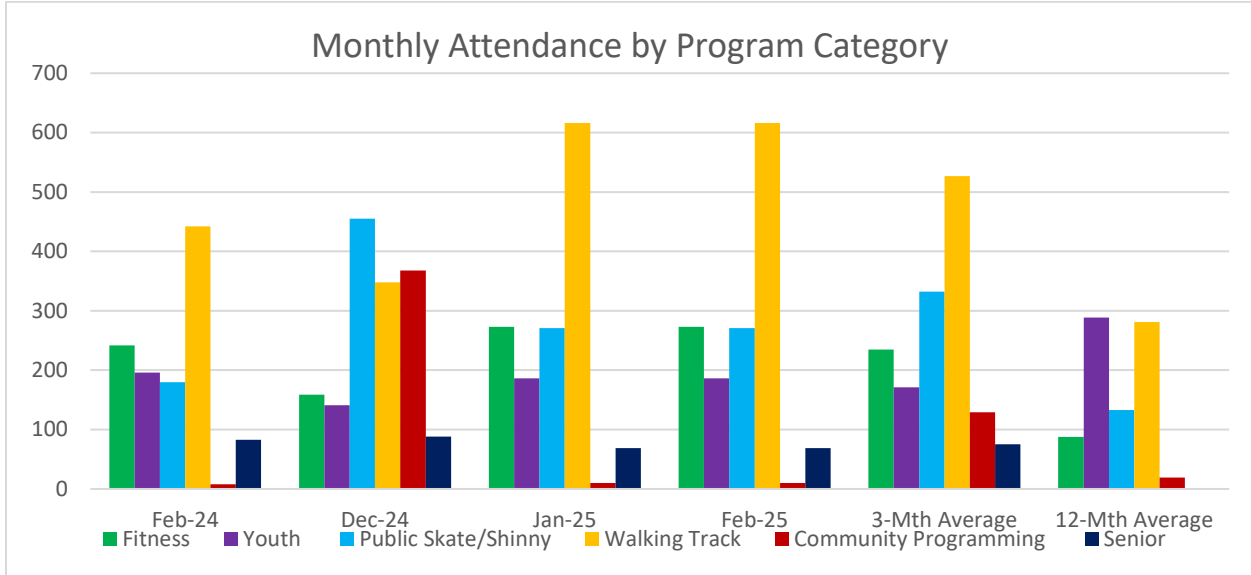
Recreation Programming Statistics



REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 10th 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

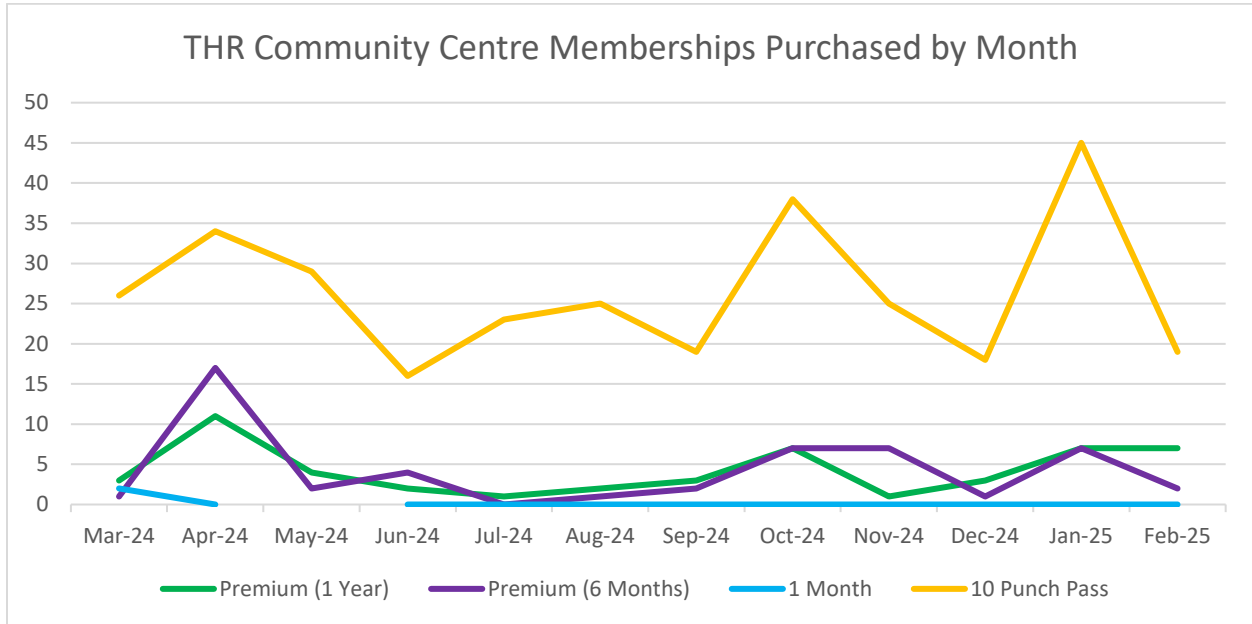




REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 10th 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.

Don Stewart Aquatic Centre operational hours:

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



REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 10th 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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)

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 21st.

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 8th, 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.

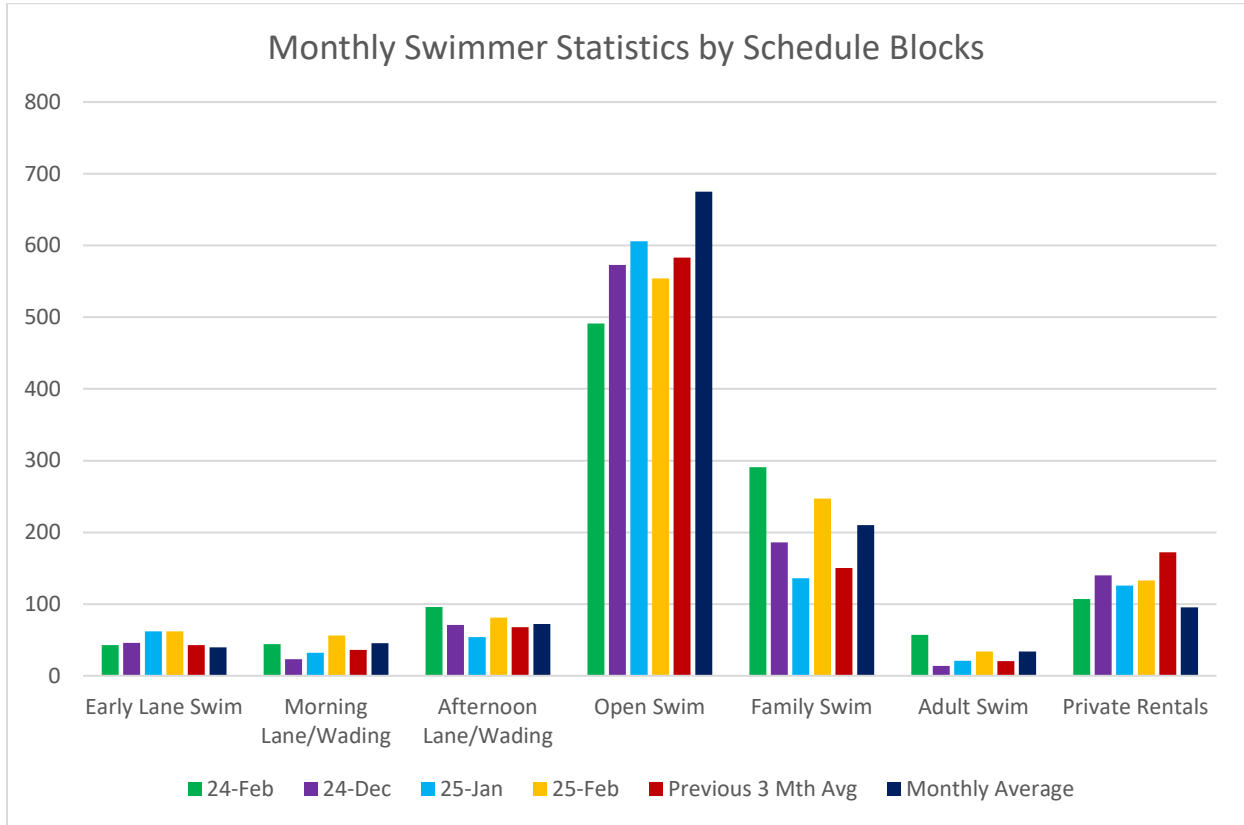


REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 10th 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Don Stewart Aquatic Centre Statistics

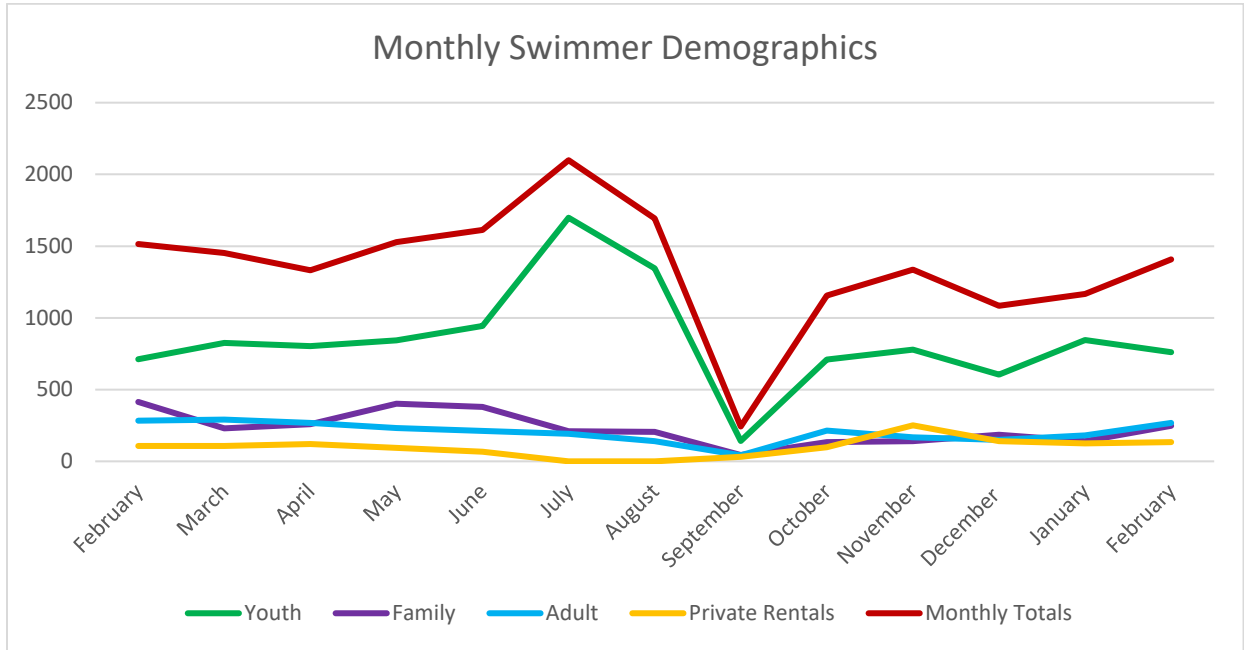




REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 10th 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 6-7th.
- 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 10th 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.

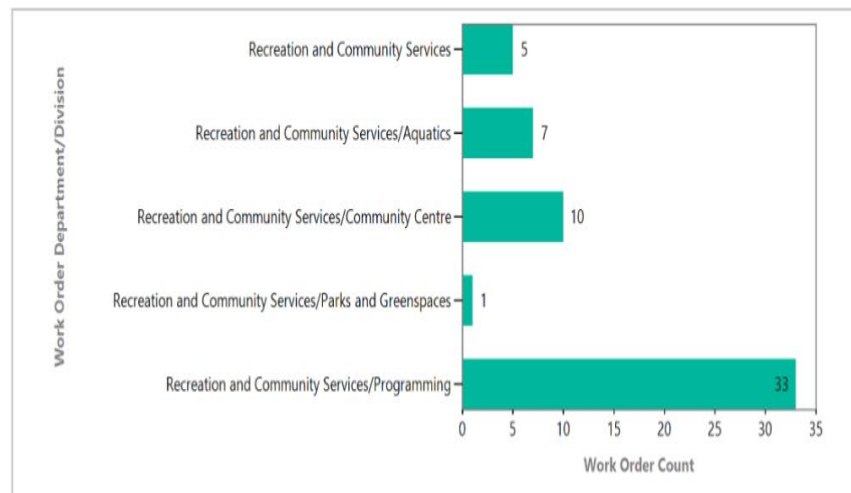
Parks and Greenspaces:

- 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%
TOTAL	56	100%



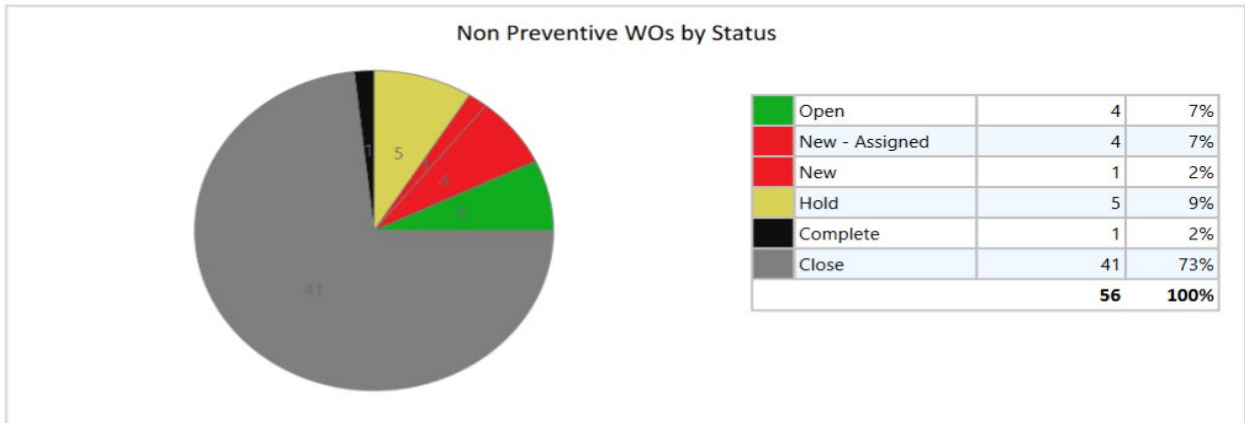
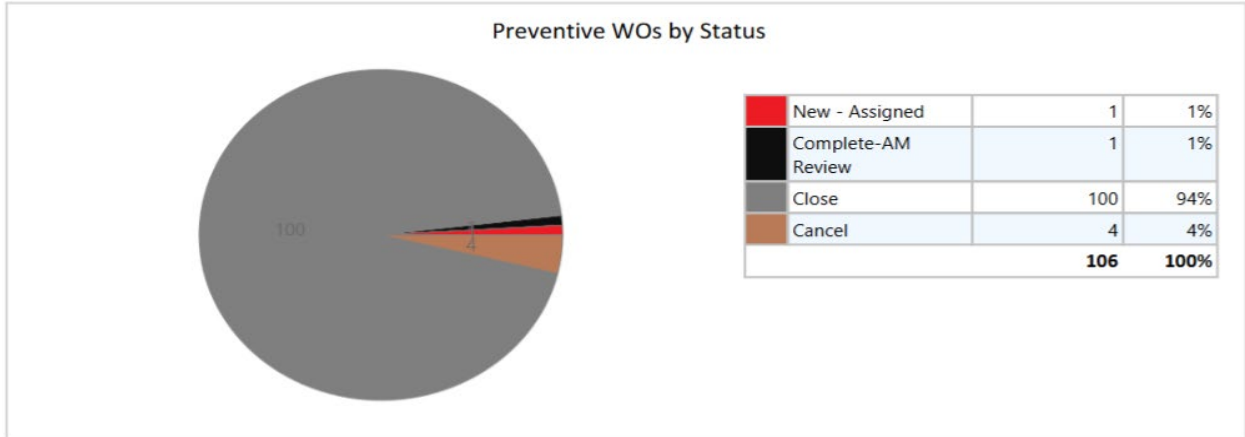


REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 10th 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 10th 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Tourism Coordinator Activity Report

Spirit Awards Gala (2nd annual)

The 2nd Annual Spirit Awards Gala held February 22nd 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 31st.
- 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 31st, 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 10th 2025

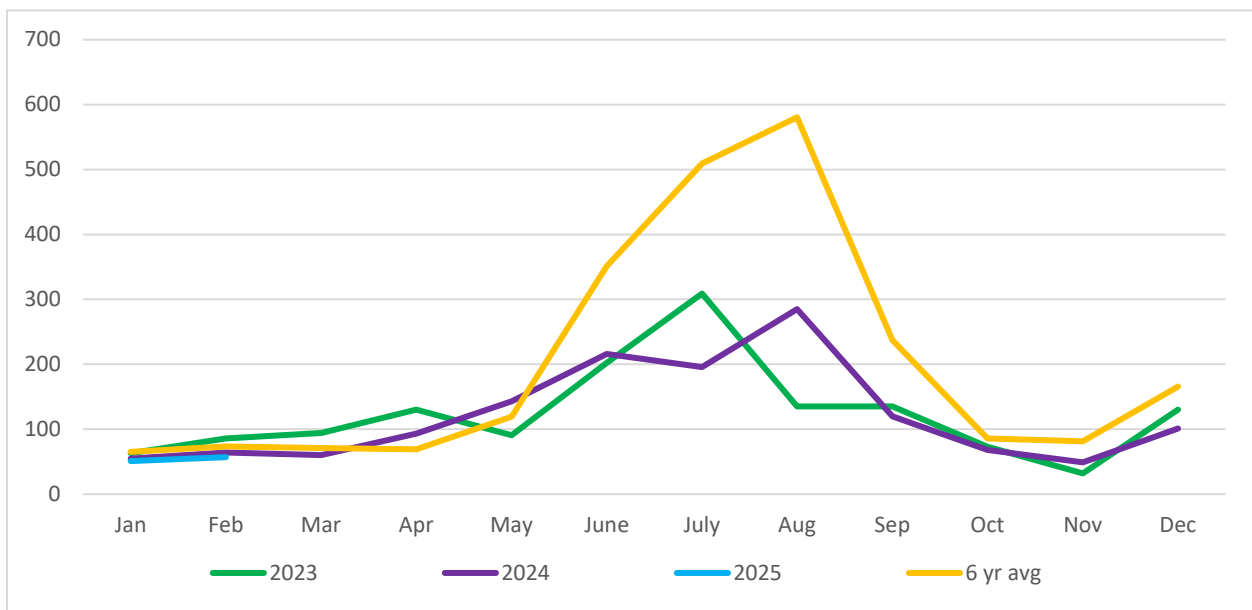
SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Upcoming Events

Location

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

VIC Monthly Visitors Tracking



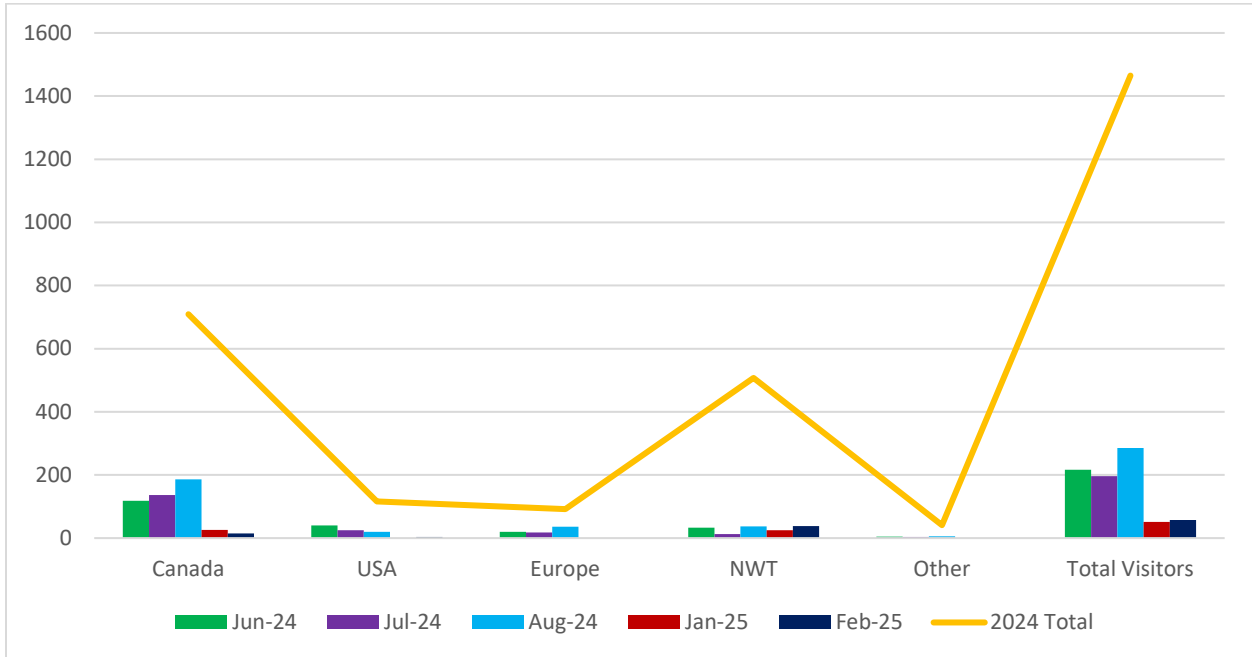


REPORT TO COMMITTEE

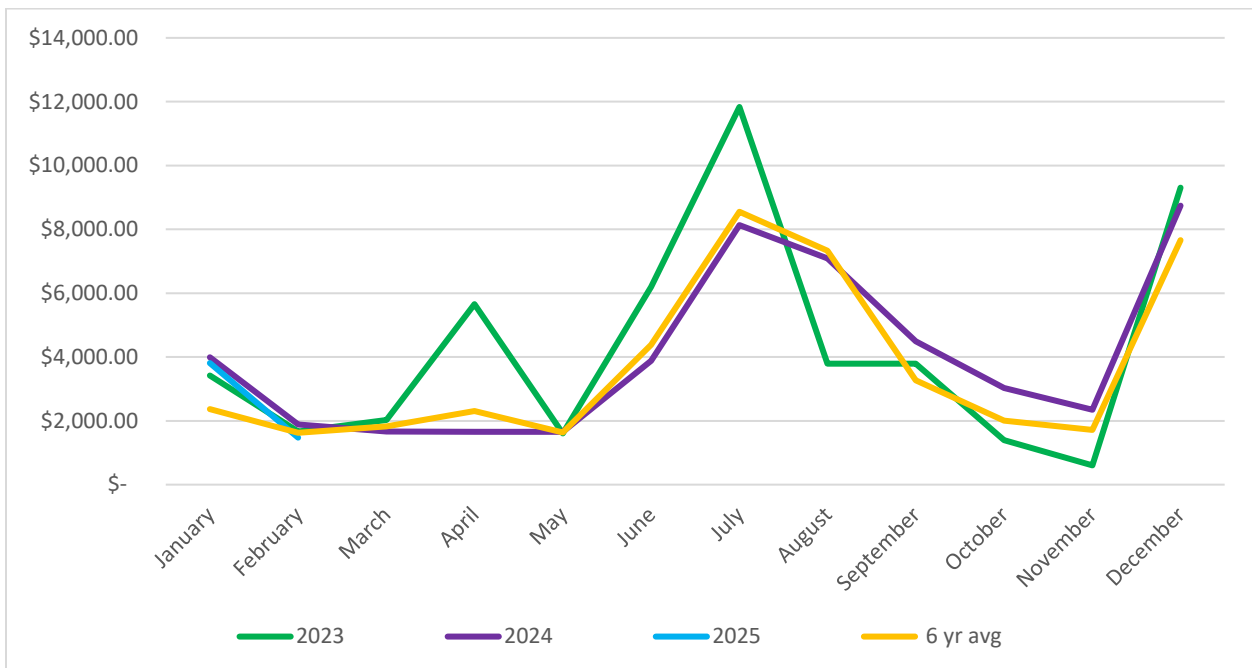
DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 10th 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

VIC Visitors by Location



VIC Gift Shop Sales





REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** March 10th 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stephane Millette
Director Recreation and Community Services
Date: March 7th, 2025

Reviewed by:
Glenn Smith
Senior Administrative Officer
Date: March 7th, 2025

REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

MOVED BY: CLLR GAGNIER
SECONDED BY: CLLR BOUCHARD

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

REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

on areas such as the school zone, the downtown core, and residential areas. The goal of the 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.

COUNCIL POLICY / STRATEGY OR GOAL:	
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Strategy:
Goal:

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:
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All applicable Bylaws and Territorial Legislation

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	VERBAL OR VISUAL WARNING	WRITTEN WARNING ENFORCEMENT	FINES ENFORCEMENT
Animal Control Bylaw					
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
Business License					
No Business License	0	0	0	0	0
Operating business not as permitted	1	1	0	0	0
Traffic Bylaw					
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
Unightly Bylaw					
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
Taxi Bylaw					
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
Noise Abatement Bylaw					
Noise Complaint	1	1	0	0	0
Fire Prevention Bylaw					
Burning without permit	1	1	0	0	0
Miscellaneous	3	2	1	0	0
Public Behavior Bylaw					
Miscellaneous	0	0	0	0	0
Littering	0	0	0	0	0
Public Intoxication	1	0	1	0	0
Loitering	0	0	0	0	0
Snow Removal Bylaw					
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
Miscellaneous	3	1	2	0	0
TOTAL	78	35	26	6	11

Prepared by:

Reviewed By:

REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

Brandon Scott
Protective Services Specialist
Date: February 6, 2025

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



REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

RECOMMENDATION:

MOVED BY: CLLR WALL
SECONDED BY: CLLR GAGNIER

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



REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

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 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.

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



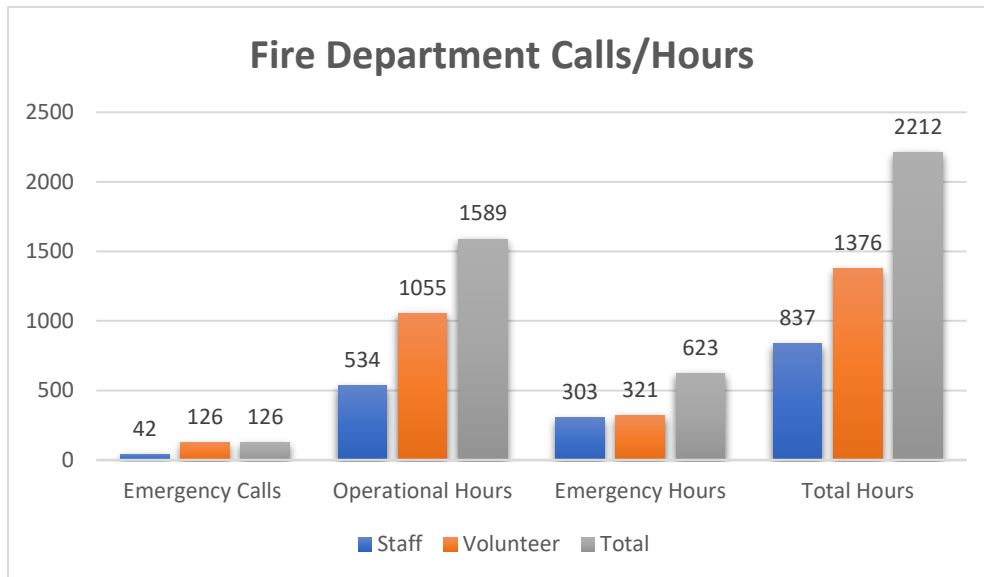
REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

STATISTICS



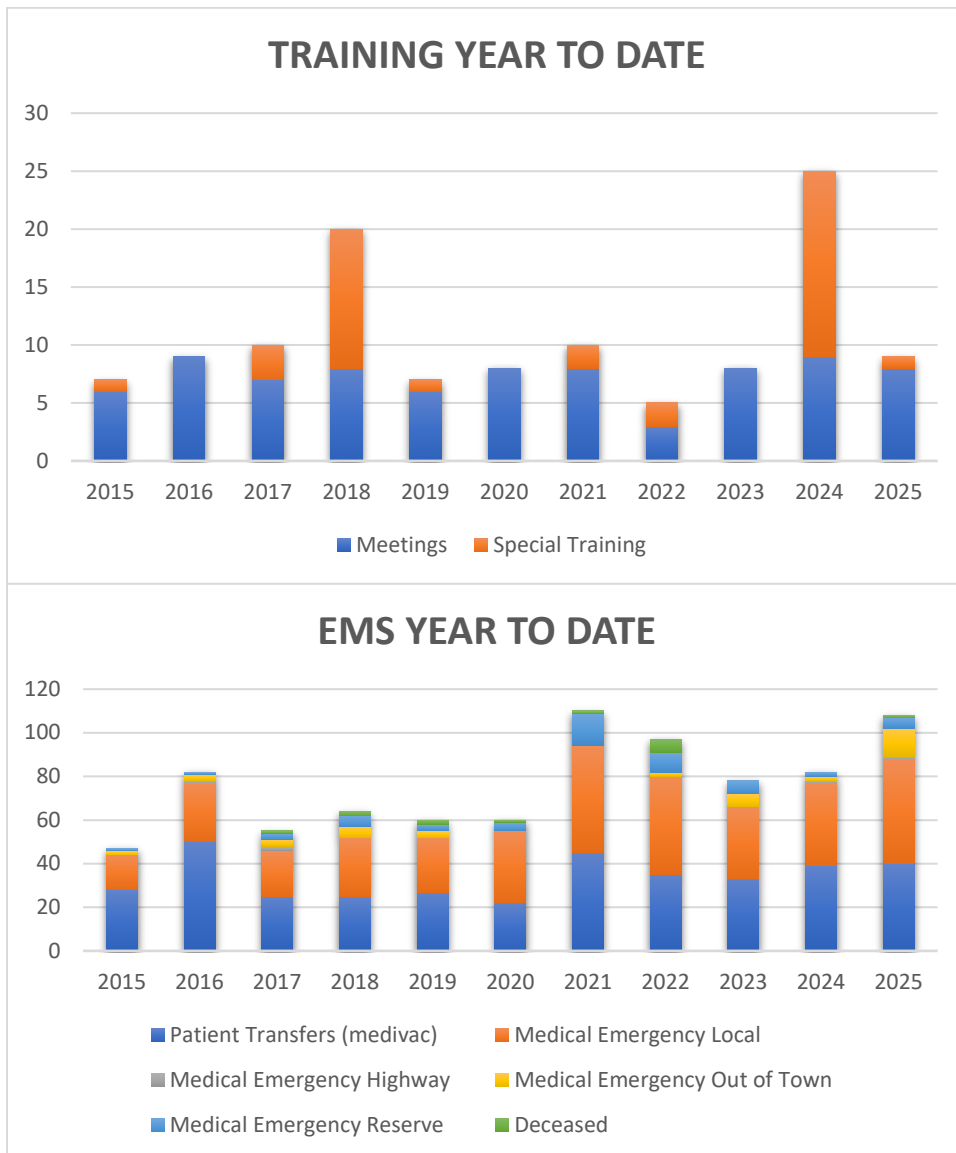


REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT



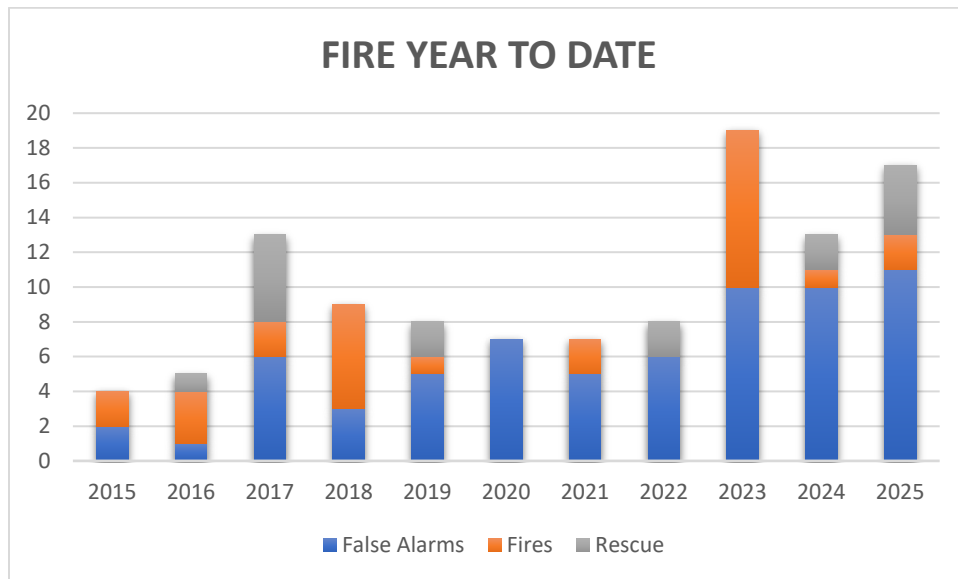


REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT



MAINTENANCE

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw

FINANCIAL IMPLICATIONS:

N/A



REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: March 10th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

None

Prepared by:

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

Reviewed By:

Glenn Smith
Senior Administrative Officer
Date: March 6th, 2025



REPORT TO COMMITTEE

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

SUBJECT: FCM CLIMATE CHANGE GRANT

RECOMMENDATION:

**MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR BOUCHARD**

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.

Administration is asking for a small amendment to the motion as follows:

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 Climate Ready Plans and Processes, in the amount of \$70,000 with a Town of Hay River contribution of \$20,000, for the development of a Climate Adaptation Plan.

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.



REPORT TO COMMITTEE

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

SUBJECT: FCM CLIMATE CHANGE GRANT

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.
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



REPORT TO COMMITTEE

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

SUBJECT: FCM CLIMATE CHANGE GRANT

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.

COUNCIL POLICY / STRATEGY OR GOAL:

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:

Prepared by:
Patrick Bergen

Reviewed by:
Glenn Smith



REPORT TO COMMITTEE

DEPARTMENT: CORPORATE SERVICES

DATE: MARCH 10, 2025

SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT
TAX SALE PROVISION

RECOMMENDATION:

MOVED BY: DM DOHEY
SECONDED BY: CLLR WALL

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

DATE: MARCH 10, 2025

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 *Tłıchǫ 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).



REPORT TO COMMITTEE

DEPARTMENT: CORPORATE SERVICES

DATE: MARCH 10, 2025

SUBJECT: PROPERTY ASSESSMENT & TAXATION ACT
TAX SALE PROVISION

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

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.



REPORT TO COMMITTEE

DEPARTMENT: CORPORATE SERVICES

DATE: MARCH 10, 2025

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

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.

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
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

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



REPORT TO COMMITTEE

DEPARTMENT: CORPORATE SERVICES

DATE: MARCH 10, 2025

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

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, 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:

**MOVED BY: CLLR WILLOWS
SECONDED BY; CLLR BOUCHARD**

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 1st, 2025 the Town of Hay River was presented the NWT Association of Communities' 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



REPORT TO COMMITTEE

DEPARTMENT: Office of the SAO

DATE: March 10, 2025

SUBJECT: NWT Association of Communities Healthy Community Award

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 **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:



REPORT TO COMMITTEE

DEPARTMENT: Office of the SAO

DATE: March 10, 2025

SUBJECT: NWT Association of Communities Healthy Community Award

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
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

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

SUBJECT: New Municipal Solid Waste Facility Site Selection

RECOMMENDATION:

MOVED BY: CLLR WALL
SECONDED BY: BOUCHARD

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:

Addendum to March 10, 2025 Report to Standing Committee

Questions were raised from Council at the March 10, 2025 Standing Committee of Council about the potential to expand the current landfill facility. The following addendum has been issued by Administration in response.

Additional Information about Lateral Expansion of Existing Site

Administration and the engineering consultants had not considered the expansion of the existing site as a viable solution for future municipal solid waste capacity. The current landfill and adjacent land do not meet criteria for consideration according to the guiding documents ***Solid Waste Management for Northern and Remote Communities – Planning and Technical Guidance Document, prepared by Environment and Climate Change Canada, March 2017*** as well as ***Guidelines for the Planning, Design, Operations and Maintenance of Modified Solid Waste Sites in the Northwest Territories*** provided by the GNWT used in the assessment.

Specifically in the ***Solid Waste Management for Northern and Remote Communities – Planning and Technical Guidance Document, prepared by Environment and Climate Change Canada, March 2017***

Table 3-6

Site should not be located over or upgradient of a sole source aquifer, or adjacent to or upgradient of a surface water drinking water source.

- The contamination of drinking water supply wells and sources by waste management operations is not acceptable. The greater the distance a MSW facility site is from active drinking water sources, the more favourable the site.
- An evaluation should be undertaken to identify all existing wells, water supply intakes, and other potential sources of drinking water, such as springs and groundwater discharge areas. Consideration may also be given to the potential for future drinking water extraction from an aquifer. A landfill should not be located upgradient or over an aquifer that



REPORT TO COMMITTEE

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

SUBJECT: New Municipal Solid Waste Facility Site Selection

represents the source of drinking water for a community.

In the ***Guidelines for the Planning, Design, Operations and Maintenance of Modified Solid Waste Sites in the Northwest Territories***

Section 2.7

Modified landfill facilities should not be visible from the community, should be set back from the airport (8 km federal regulation and 3 km interim regulation), and should be in a watershed that drains away from the community's drinking water source.

If the option was to use the old location but open a new cell for capacity, the following considerations would be prohibitive;

- The closure costs of the existing site may be delayed but the cost would remain relatively the same,
- A lateral expansion must undergo the same regulatory process as a new landfill site. The regulatory process includes preliminary screening, environmental assessment and an environmental impact review.
- In section 2.9.2 NWT Water Board Process, "if it is determined that there was going to be severe adverse environmental impacts from the development, the project could be referred to a more comprehensive Environmental Impact Review, rejected it outright, or approved with conditions to mitigate the adverse effects of public concern.
- Although it is unlikely that a lateral expansion of the current site would get approval, the site would need to be built with increased, an impermeable ground water capture material for the whole cell as well as a berm and water storage system to avoid surface water running across the site into the Hay River. These are significant costs that would not be required at other considered locations.
- Additional water sampling sites and processes would need to also be added which would require increased operational costs to other considered locations.

If Council would like to add the existing site expansion as an option under the same parameters used to assess the other sites, the additional study costs would be in the \$25,000 to \$35,000 range.

End of Addendum

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



REPORT TO COMMITTEE

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

SUBJECT: New Municipal Solid Waste Facility Site Selection

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 4500m³ annually of the approximately 30,000m³ 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.

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



REPORT TO COMMITTEE

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

SUBJECT: New Municipal Solid Waste Facility Site Selection

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 m³/person/day accounting for residential, construction/ demolition, and bulky waste and a waste density of 0.099 t/m³ = 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 m³
- 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

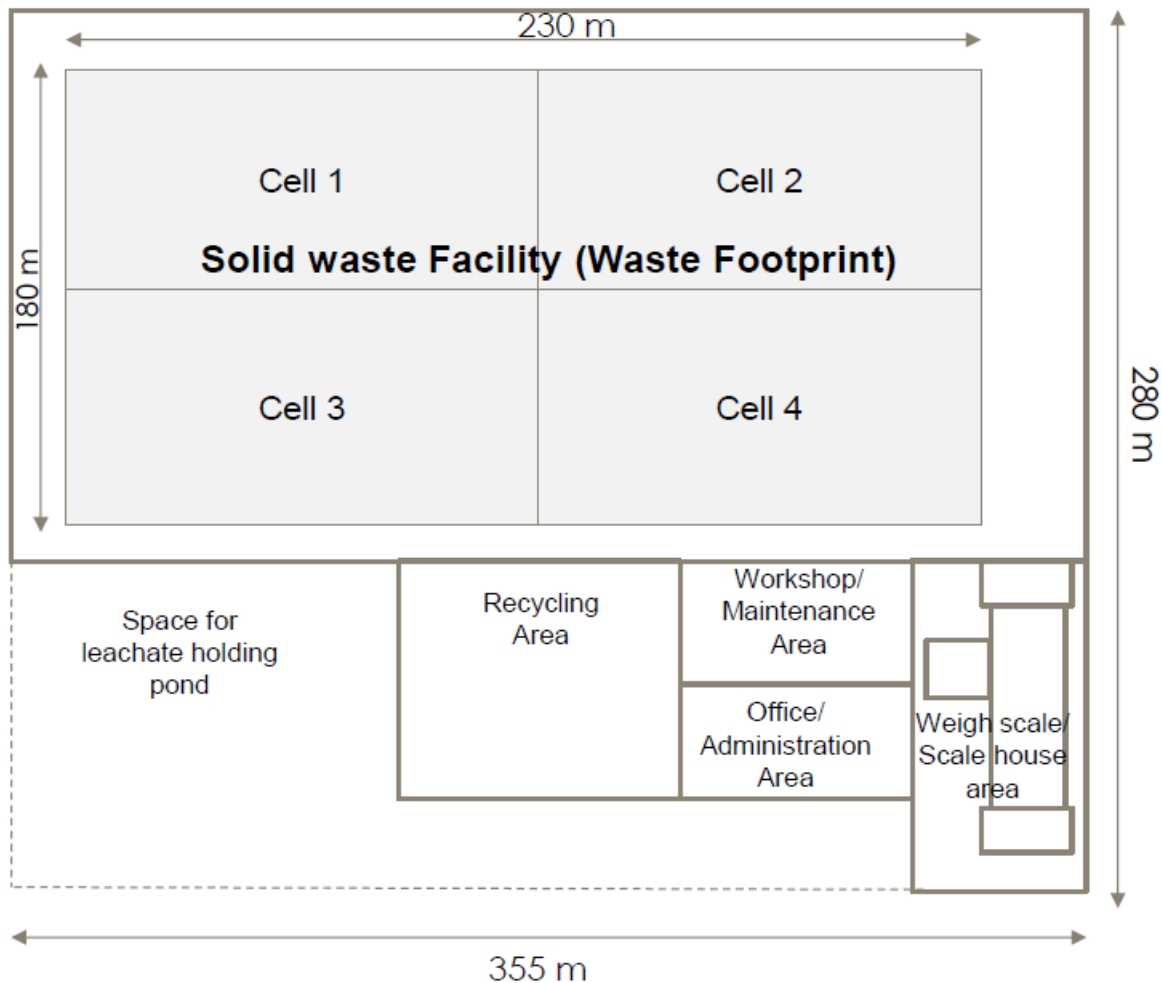
Considering the cumulative airspace requirements during the 40-year design life and based on the design attributed considered for the new solid waste facility an estimated land area of approximately 10 hectares will be required.



REPORT TO COMMITTEE

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

SUBJECT: New Municipal Solid Waste Facility Site Selection



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
TOTALS		\$ 4,253,387	\$ 4,636,367

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

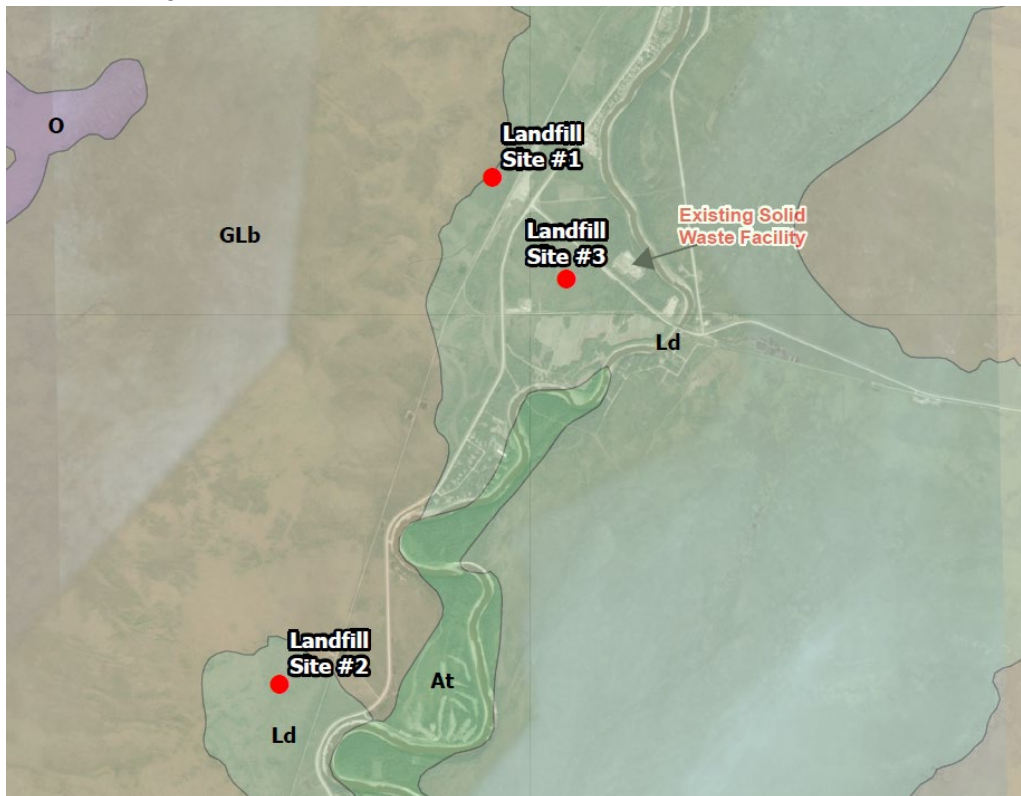
DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES DATE: March 10, 2025

SUBJECT: New Municipal Solid Waste Facility Site Selection

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

DEPARTMENT: ADMINISTRATION

DATE: March 10th, 2025

SUBJECT: EXCUSED ABSENCE

RECOMMENDATION:

MOVED BY: CLLR WALL
SECONDED BY: CLLR GAGNIER

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Cllrs Lakusta, Duford and Squirrel from the Standing Committee of Council, Monday, March 10th, 2025

BACKGROUND:

Cllr Lakusta, Duford and Squirrel have asked to be excused from the Standing Committee of Council, Monday, March 10th, 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

Prepared by:
Stacey Barnes
Council Administrator
Date: March 7th, 2025

Reviewed by:



REPORT TO COUNCIL

COMMITTEE: FINANCE COMMITTEE

DATE: MARCH 24, 2025

SUBJECT: 2023 AUDITED FINANCIAL STATEMENTS

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER APPROVES THE 2023 AUDITED FINANCIAL STATEMENTS AS RECOMMENDED BY THE FINANCE COMMITTEE.

BACKGROUND:

The 2023 Audited Financial Statements have been prepared in accordance with Public Sector Accounting Standards (PSAS), as well as the *Cities, Towns and Villages Act* and have been audited by Ashton's Chartered Accountants Business Advisors. The financial statements provide a comprehensive summary of the Municipality's financial position and financial performance for the fiscal year ending December 31, 2023.

On March 12, 2025 Drew Queen (Ashton's Chartered Accountants), Blair Porter (Director of Corporate Services) and Glenn Smith (SAO) presented draft financial statements to the Finance Committee. The Finance Committee recommended that the 2023 Audited Financial Statements be brought to Council for approval. A request was made at the Finance Committee meeting to update reserve balances; however, this will be accounted for in the 2024 financial statements to accommodate a full-scale review of capital spending in the reserves.

The audited financial statements include the following key components:

1. **Statement of Financial Position** – Provides an overview of the Municipality's financial assets, liabilities, and net financial position.

Highlights:

The Town's Financial Assets increased by \$842K, mainly due to significant contributions to the Canada Community Building Fund (formerly known as the Gas Tax fund). Liabilities decreased by \$550K, mainly from reductions in Accounts Payable. As a result, net Financial Assets increased by \$1.39M from 2022.

2. **Statement of Operations** – Summarizes revenues, expenditures, and the annual surplus or deficit.

Highlights:

Revenues for the year were down by \$1.28M, primarily on account of reduced Government transfers compared to 2022, as well as reduced sales of services due to the wildfire evacuations.

Expenses were down even more, by a total of \$2.28M, largely due to reduced costs as



REPORT TO COUNCIL

COMMITTEE: FINANCE COMMITTEE

DATE: MARCH 24, 2025

SUBJECT: 2023 AUDITED FINANCIAL STATEMENTS

compared to the emergency response for the flood of 2022.

Overall, the operating surplus before amortization, excluding capital revenues and expenditures, totaled \$2.6M, an increase of \$600K from the 2023 operating surplus estimate of \$2.0M

3. **Statement of Changes in Net Financial Assets (Debt)** – Reflects changes in financial assets and liabilities.
4. **Statement of Cash Flows** – Reports on cash inflows and outflows throughout the year.
5. **Notes to Financial Statements** – Provide additional context and details on financial figures.

COUNCIL POLICY / STRATEGY OR GOAL:

Fiscal responsibility and transparency

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Cities, Towns and Villages Act

FINANCIAL IMPLICATIONS:

Audited Financial Statements are approved by Council

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2023 Audited Financial Statements

Prepared by:
Blair Porter
Director of Corporate Services
March 21, 2025

Reviewed by:
Glenn Smith
Senior Administrative Officer
March 21, 2025

Financial Statements of

TOWN OF HAY RIVER

December 31, 2023

Approved on Behalf of the Council:

Mayor

Senior Administrative Officer

TOWN OF HAY RIVER

Financial Statements

Year Ended December 31, 2023

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* Insert MD & A report



MANAGEMENT RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

The Town Council which is responsible for, among other things, the financial statements of the Town of Hay River, delegates to Administration the responsibility of the financial statements. The Town Council appoints independent auditors to examine and report directly to them on the financial statements. The financial statements were prepared by Administration. Accounting principles have been followed as recommended by the Department of Municipal and Community Affairs, based upon the requirements of the Cities, Towns and Villages Act of the Northwest Territories, and the Public Sector Accounting Board recommendations of the Canadian Institute of Chartered Professional Accountants.

Administration maintains a system of internal controls to ensure that transactions are accurately recorded on a timely basis, are properly approved and result in reliable financial statements. There are limits inherent in all systems based on the recognition that the cost of such systems should not exceed the benefits to be derived. Administration believes its system provides the appropriate balance in this respect.

The Town Council carries out its responsibility for review of the financial statements primarily through the Administration. The Administration reports regularly to Council on financial matters, including the results of the audit examination and any other matters necessary for its consideration in approving the financial statement issuance.

The financial statements have been reported on by Ashton Chartered Professional Accountants. The auditor's report outlines the scope of their audit and their opinion on the presentation of the information included in the financial statements.

Senior Administrative Officer
Town of Hay River

Hay River, NT
March 24, 2025

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council

Opinion

We have audited the financial statements of the Town of Hay River ("the Town"), which comprise the statement of financial position as at December 31, 2023, and the statements of changes in accumulated surplus, operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Town as at December 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Independent Auditor's Report to the Members of the Town of Hay River (continued)

- Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal controls.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



ASHTON
Chartered Professional Accountants
Business Advisors

Hay River, NT
March 24, 2025

TOWN OF HAY RIVER

Statement of Financial Position

Statement I

December 31, 2023

	2023	2022
Financial Assets		
Cash, Note 2	\$ 14,036,200	\$ 8,917,828
Receivables		
Municipal taxes receivable, Note 3	1,449,251	648,107
Accounts receivable, Note 4	7,260,235	12,337,732
Land inventory for resale	346,285	346,285
Total Financial Assets	23,091,971	22,249,952
Liabilities		
Accounts payable and accrued liabilities, Note 6	3,549,105	5,963,790
School taxes payable, Note 7	633,683	453,177
Deferred contributions, Note 8	5,755,958	3,045,646
Deposits held	233,185	590,680
Landfill closure liability, Note 9	3,769,263	3,677,329
Long-term debt, Note 10	11,370,000	12,131,000
Total Liabilities	25,311,194	25,861,622
Net Financial Assets (Debt)	\$ (2,219,223)	\$ (3,611,670)
Non-Financial Assets		
Prepaid expenses	\$ 82,633	\$ 98,826
Inventory held for use	56,034	81,361
Tangible capital assets, Note 11		
General fund	50,236,323	52,735,028
Utility fund	46,366,310	44,083,967
Total Non-Financial Assets	\$ 96,741,300	\$ 96,999,182
Accumulated Surplus, Note 12	\$ 94,522,077	\$ 93,387,512

Commitments and contingencies, Notes 14 and 15

TOWN OF HAY RIVER

Statement of Operations and Surplus

Statement II

For the year ended December 31, 2023

	Schedule	Budget (unaudited)	2023	2022
Revenue				
Property taxes	4	\$ 7,114,643	\$ 7,152,558	\$ 6,782,806
Sales of services	4	1,128,700	1,117,678	1,343,682
Other revenue from own sources	4	1,005,000	948,437	1,044,192
Government transfers for operating	5	2,659,500	3,836,177	5,070,351
Government transfers for water and sewer	2	1,089,000	1,089,000	1,089,000
Water and sewer revenues	2	2,306,000	2,098,152	2,076,352
Land sales, lease and development	3	1,165,000	688,286	810,121
Total Revenue		16,467,843	16,930,288	18,216,504
Expenses				
General government	6	2,460,996	2,094,547	2,794,360
Protective services	7	949,336	2,312,661	2,132,955
Transportation and public works	8	2,369,331	3,013,641	4,291,420
Environmental and public health services	9	522,700	718,100	630,499
Planning and development	10	541,395	507,318	468,592
Recreational and cultural	11	3,443,000	4,471,664	4,702,225
Fiscal and valuation	12	450,000	762,608	739,644
Water and sewer expenses	2	2,746,585	3,860,763	4,251,555
Land development	3	840,000	258,183	267,522
Total Expenditures		14,323,343	17,999,485	20,278,772
Annual surplus (deficit), before the undernoted		2,144,500	(1,069,197)	(2,062,268)
Other revenue (expenditure)				
Net government transfers for capital	5	-	2,390,934	13,184,619
Gain (loss) on disposal of capital assets		-	(187,172)	(125,832)
		-	2,203,762	13,058,787
Annual Surplus (Deficit)		\$ 2,144,500	\$ 1,134,565	\$ 10,996,519
Accumulated surplus, beginning of year		93,387,512	93,387,512	82,390,993
Accumulated surplus, end of year		\$ 95,532,012	\$ 94,522,077	\$ 93,387,512

TOWN OF HAY RIVER

Statement of Changes in Net Financial Assets (Debt)

Statement III

For the year ended December 31, 2023

	Budget (unaudited)	2023	2022
Annual Surplus (Deficit)	\$ 2,144,500	\$ 1,134,565	\$ 10,996,519
Amortization expense	4,072,035	3,685,737	4,072,035
Acquisition of tangible capital assets	-	(3,657,459)	(15,410,084)
(Gain) loss on disposal of capital assets	-	188,084	125,832
Change in prepaid expenses	-	16,193	(41,190)
Change in inventory held for use	-	25,327	(46,220)
Increase (decrease) in net financial assets	6,216,535	1,392,447	(303,108)
Net financial assets (debt), beginning of year	(3,611,670)	(3,611,670)	(3,308,562)
Net financial assets (debt), end of year	\$ 2,604,865	\$ (2,219,223)	\$ (3,611,670)

TOWN OF HAY RIVER

Statement IV

Statement of Cash Flows

For the year ended December 31, 2023

	2023	2022
Operating Activities		
Annual Surplus (Deficit)	\$ 1,134,565	\$ 10,996,519
Non-cash charges to operations:		
Amortization expense	3,685,737	4,072,035
(Gain) loss on disposal of capital assets	188,084	125,832
Provision for landfill closure	91,934	89,691
	5,100,320	15,284,077
Change in non-cash working capital balances:		
Municipal taxes receivable	(801,144)	122,705
Accounts receivable	5,077,497	(5,420,114)
Land inventory for resale	-	343,378
Accounts payable and accrued liabilities	(2,414,685)	2,919,379
School taxes payable	180,506	48,685
Deferred contributions	2,710,312	(1,960,408)
Deposits held	(357,495)	419,380
Prepaid expenses	16,193	(41,190)
Inventory held for use	25,327	(46,220)
Net change in cash from operations	9,536,831	11,669,672
Financing Activities		
Principal repayment of long-term debt	(761,000)	(755,671)
Net change in cash from financing activities	(761,000)	(755,671)
Capital Activities		
Purchase of tangible capital assets	(3,657,459)	(15,410,084)
Net change in cash from investing activities	(3,657,459)	(15,410,084)
Increase (decrease) in cash during the year	5,118,372	(4,496,083)
Bank accounts, opening	8,917,828	13,413,911
Bank accounts, closing	\$ 14,036,200	\$ 8,917,828

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 1. Significant Accounting Policies

The financial statements of the Town of Hay River are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Town of Hay River are as follows:

Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balance and change in financial position of the reporting entity.

The Town of Hay River receives significant funding from the Government of the Northwest Territories in the form of operating grants and capital grants. Administration is of the opinion that discontinuance of funding would significantly disrupt operations.

Fund Accounting

The accounts of the Town are maintained in accordance with fund accounting procedures. The various operations of the Town are segregated into the following funds:

General Operating Fund
Utility Operating Fund
Land Development Fund

Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government Transfers

Government transfers are the transfer of monetary assets or tangible capital assets from a government for which the government making the transfer does not:

- receive any goods or services directly in return;
- expect to be repaid in future; or
- expect a direct financial return

Operating transfers are recognized as revenue in the period in which the events giving rise to the transaction occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 1. Significant Accounting Policies (continued)

Government Transfers (continued)

Capital transfers or transfers of tangible capital assets are initially recognized as deferred capital contributions and subsequently recognized as revenue when the related tangible capital assets are purchased, constructed or the eligible expense is incurred.

Financial Instruments

Cash and receivables, and current liabilities are recorded at approximate fair market value due to their short term maturities.

Inventory for Resale

Land inventory is stated at the lower of cost or net realizable value where cost is determined on an average basis. Cost includes purchase price, survey costs and all development costs but excludes debenture interest. Related development costs incurred to provide infrastructure such as water and waste water services, roads, sidewalks and street lighting are recorded as tangible capital assets under the respective function.

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets (debt) for the year.

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 1. Significant Accounting Policies (continued)

Tangible Capital Assets

Tangible capital assets are recorded at the net book value (cost less accumulated amortization) on the statement of financial position. Cost includes all amounts directly attributable to acquisition, construction, development or betterment of the asset. The assets are amortized over their estimated useful lives at the following rates:

<u>Asset</u>	<u>Method</u>	<u>Rate</u>
Land held for town use	Not amortized	
Works of Art	Not amortized	
Buildings	Straight line	15-50 years
Linear Infrastructure	Straight line	10-75 years
Computer Equipment	Straight line	3 years
IT Infrastructure	Straight line	5 years
Furniture and Fixtures	Straight line	10 years
Operating Equipment	Straight line	10 years
Mobile Equipment	Declining balance	24%

The full amount of the annual amortization is charged in the year of acquisition and none in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

Donated assets are capitalized and recorded at their estimated fair market value upon acquisition. Certain capital assets for which the historical cost information is not available have been recorded at current fair market value discounted by a relevant inflation factor.

Work-in-Progress

Work-in-progress represents expenditures incurred on projects not complete at the end of the year.

Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

Investment in Tangible Capital Assets

Investment in Tangible Capital Assets represents the Town's net investment in its total capital assets, after deducting the portion financed by third parties through debenture, long-term capital borrowings and other capital liabilities.

School Taxes

School taxes are collected by the Town on behalf of the Government of the Northwest Territories. These taxes are payable to the Government of the Northwest Territories upon collection from taxpayers.

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 1. **Significant Accounting Policies (continued)**

Deferred Revenue

Deferred revenue consists mainly of government transfers for which the events giving rise to the transfer have not yet occurred. The deferred revenue will be recognized in the financial statement as revenue in the period in which the related expenses are incurred.

Liability for Landfill Closure and Post-Closure Costs

The Town is required to fund the closure of its landfill site and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection. The liability is determined using the estimated total closure costs adjusted for the remaining capacity of the site and the estimated remaining landfill life.

Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

Segmented Information

The Town of Hay River segments its operations for financial reporting purposes based upon areas of managerial responsibility. This information is provided in Schedule 6 through Schedule 12.

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 2. Cash

	2023	2022
<i>Unrestricted</i>		
Operating account	\$ 1,146,806	\$ 895,549
<i>Internally restricted</i>		
General fund reserve account	988,112	1,890,058
Utility fund reserve account	1,214,168	1,154,285
<i>Externally restricted</i>		
Gas tax account	6,937,652	1,142,246
Community Public Infrastructure account	3,749,462	3,835,690
	\$ 14,036,200	\$ 8,917,828

Note 3. Municipal Taxes Receivable

	2023	2022
Current taxes and grant in lieu receivable	\$ 1,070,612	\$ 419,550
Arrears taxes	509,552	357,958
	1,580,164	777,508
Allowance for doubtful collection	(130,913)	(129,401)
	\$ 1,449,251	\$ 648,107

Note 4. Accounts Receivable

	Balance	Allowance	2023	2022
<i>Accounts receivable</i>				
General accounts receivable	\$ 1,599,672	\$ 11,877	\$ 1,587,795	\$ 1,112,488
Utility system receivable	293,362	10,471	282,891	211,444
Ambulance receivable	391,576	271,313	120,263	116,263
Lease fees receivable	403,021	11,104	391,917	389,127
Northland Utilities trust account	1,133,834	-	1,133,834	970,874
<i>Capital funding</i>				
Gas Tax	-	-	-	1,478,000
Investing in Canada Infra. Pgm.	2,570,956	-	2,570,956	7,049,902
Biomass Feasibility Study	86,100	-	86,100	105,000
FCM Asset Management Grant	37,440	-	37,440	37,440
Ambulance grant	74,000	-	74,000	37,000
Flood recovery	49,992	-	49,992	49,992
<i>Goods and service tax</i>				
Goods and services tax refundable	925,047	-	925,047	780,202
	\$ 7,565,000	\$ 304,765	\$ 7,260,235	\$ 12,337,732

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 5. Supplementary Information

Amounts owed to the Town which are considered doubtful of collection have been recorded as bad debts. The provision for (recovery of) bad debts is comprised of:

	2023		2022
General Operating Fund:			
General sundry	\$ 16,584	\$	6,397
Utility system	6,227		4,244
Ambulance	75,025		32,186
Property taxes	1,512		-
	\$ 99,348	\$	42,827

Note 6. Accounts Payable and Accrued Liabilities

	2023		2022
Trade accounts payable	\$ 3,320,246	\$	5,776,032
Government remittances payable	(2,500)		2,359
Accrued vacation pay and banked time	231,359		185,399
	\$ 3,549,105	\$	5,963,790

Note 7. School Tax Payable

	2023		2022
Balance consists of:			
Current year levy	\$ 210,502	\$	92,879
Prior year's levy	423,181		360,298
	\$ 633,683	\$	453,177

School tax levies are recorded as payable in the year they are assessed and are to be remitted to the GNWT as they are collected.

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 8. Deferred Contributions

	2023	2022
Gas Tax Funding, Schedule 16	\$ 3,954,943	\$ 2,196,516
Community Public Infrastructure Funding, Schedule 1	1,371,434	482,814
ICIP	-	-
Ambulance Grant	37,000	37,000
Biomass Feasibility Study	105,000	105,000
Community trail improvements	48,654	48,654
Community Access - Porritt Landing	58,222	58,222
Spirit Awards	14,000	-
GNWT-MACA-Fort Smith	161,705	-
Federal Climate Change Adoption Fund	-	75,000
FCM Grant - Asset Management Grant Agreement	-	37,440
Other	5,000	5,000
	\$ 5,755,958	\$ 3,045,646

Note 9. Landfill Closure Liability

The Town is required to estimate future closure and post-closure costs for its landfill site. The estimated liability is based on the sum of discounted future cash flows for closure and post-closure activities for 25 years after closure using an inflation of 2.50%.

The accrued liability portion is based on the capacity used at year end compared to the estimated total capacity. The landfill is near the end of its useful life with the total capacity approximately 100% used.

	2023	2022
Estimated closure costs	\$ 3,609,105	\$ 3,609,105
Estimated post-closure costs	347,665	347,665
Estimated total liability	3,956,770	3,956,770
Estimated capacity used	95.3%	92.9%
Accrued liability	\$ 3,769,263	\$ 3,677,329

Note 10. Long-Term Debt

Description	Principal Balance 2023	Principal Balance 2022
Loan agreement facility for the Hay River Recreation Centre	11,370,000	12,131,000
	\$ 11,370,000	\$ 12,131,000

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 10. Long-Term Debt (continued)

As at December 31, 2023, the Town has a bankers' acceptance ["BA"] facility of \$11,370,000 for the Hay River Recreation Centre bearing interest at the treasury rate plus a BA fee of 1.34% per annum. To reduce the interest rate risk on the facility, the Town entered into an interest rate swap contract that entitled the Town to receive interest at floating rates on the principal amount and obliged it to pay interest at a fixed rate of 2.60% per annum plus the BA fee of 0.40%.

The total estimated principal repayments of long-term debt due are as follows:

	Principal
2024	\$ 778,000
2025	799,000
2026	820,000
2027	840,000
2028	8,133,000
	\$ 11,370,000

Note 11. Tangible Capital Assets

	Cost	Accumulated Amortization	Net Book Value	
			2023	2022
General Fund:				
Linear Structures	\$ 24,668,266	\$ 13,113,301	\$ 11,554,965	\$ 12,500,022
Buildings	46,857,464	11,027,483	35,829,981	36,743,184
Machinery and Equipment	8,753,448	8,365,852	387,596	1,028,041
Work in progress	52,266	-	52,266	52,266
Land held for town use	2,340,316	-	2,340,316	2,340,316
Works of Art	71,199	-	71,199	71,199
	\$ 82,742,959	\$ 32,506,636	\$ 50,236,323	\$ 52,735,028
Utility Fund:				
Water and Sewer System	\$ 33,593,742	\$ 8,309,345	\$ 25,284,397	\$ 26,139,123
Buildings	16,202,567	4,155,430	12,047,137	12,492,611
Land	1,000	-	1,000	1,000
Vehicles	288,962	131,147	157,815	159,172
Heavy Equipment	2,033,320	719,406	1,313,914	1,387,149
Furniture & Equipment	762	648	114	438
Work in progress	7,561,933	-	7,561,933	3,904,474
	\$ 59,682,286	\$ 13,315,976	\$ 46,366,310	\$ 44,083,967
Total	\$ 142,425,245	\$ 45,822,612	\$ 96,602,633	\$ 96,818,995

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 12. Accumulated Surplus

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2023	2022
Accumulated Surplus per Statement of Financial Position	\$ 94,522,077	\$ 93,387,512
Invested in Tangible Capital Assets		
General Fund	41,148,668	40,604,030
Utility Fund	44,083,965	44,083,965
	85,232,633	84,687,995
Internally restricted reserves		
Reserve for Recreation Infrastructure	395,838	395,838
Reserve for Municipal Infrastructure	1,296,438	1,296,438
Reserve for Landfill	1,747,793	1,747,793
Reserve for Utility Infrastructure	21,775	21,775
	3,461,844	3,461,844
Unappropriated surplus (deficit)		
General Fund	9,105,450	492,599
Utility Fund	524,565	3,480,520
Land Development Fund	(3,802,415)	1,264,554
	5,827,600	5,237,673
	\$ 94,522,077	\$ 93,387,512

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 13. Reserves and Deferred Contributions

The Financial Administration By-law requires that funds accumulated in reserves are deposited into the General reserve bank account. Interest earned on the account is credited to the appropriate reserve.

	Account Balance	Cash Balance	Receivable	Excess (Shortfall)
Reserves				
Recreation Infrastructure	\$ 395,838	\$		
Municipal Infrastructure	1,296,438			
Landfill	1,747,793			
	3,440,069	988,112	-	(2,451,957)
Utility Infrastructure	21,775	1,214,168	-	1,192,393
	\$ 3,461,844	\$ 2,202,280	\$ -	\$ (1,259,564)
Deferred Contributions, Note 8				
Gas Tax Funding	3,954,943	6,937,652	-	2,982,709
Community Public Infrastructure	1,371,434	3,749,462	-	2,378,028
	5,326,377	10,687,114	-	5,360,737
	\$ 8,788,221	\$ 12,889,394	\$ -	\$ 4,101,173

Note 14. Commitments

The Town has entered into agreements extending beyond one year for the use of equipment and various service contracts which require periodic payments. The minimum payments under existing agreements are as follows:

For the year ending December 31:

2024	\$ 1,389,468
2025	1,389,468
2026	1,389,468
2027	1,389,468
2028	1,389,468
Thereafter	\$ 4,168,404

Note 15. Contingent Liabilities

Insurance

The Town participates in the Northern Communities Insurance Program. Under this program the Town could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

TOWN OF HAY RIVER

Notes to the Financial Statements

December 31, 2023

Note 15. **Contingent Liabilities (continued)**

Legal claims

In the normal course of operations, the Town is subject to various legal claims. At the date of the audit report, it is not possible to determine the outcomes of the claims and the amount of the potential liability cannot be reasonably determined. Management has indicated that it is unlikely there will be a material adverse effect on the financial position of the Town.

Note 16. **Retirement Benefits**

Employees of the Town can participate in the RBC Group Advantage retirement savings plan. Union employees make contributions at 5% and management makes contributions at 6.6%. The Town of Hay River makes matching contributions to these amounts. Total contributions by the Town to the program in 2023 were \$135,984 (2022 - \$1132,178), which were expensed as incurred.

Note 17. **Financial Instruments**

The Town's financial instruments consist of cash, accounts receivable, accounts payable and accrued liabilities, and long-term debt. It is management's opinion that the Town is not exposed to significant interest or currency risks arising from these financial instruments.

The Town is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

Note 18. **Budget**

The budgeted figures are those approved by Council on December 12, 2022 and are unaudited.

Note 19. **Reclassification**

Certain prior year figures have been reclassified to agree with current year presentation.

TOWN OF HAY RIVER

Schedule 1

General Fund
Schedule of Operations and Surplus

For the year ended December 31, 2023

	Schedule	2023 Budget	2023 Actual	2022 Actual
Revenue				
Property taxes	4	\$ 7,114,643	\$ 7,152,558	\$ 6,782,806
Sales of services	4	1,128,700	1,117,678	1,343,682
Other revenue from own sources	4	1,005,000	948,437	1,044,192
Government transfers for operating	5	2,659,500	3,836,177	5,070,351
Total Revenue		11,907,843	13,054,850	14,241,031
Expenditure				
General government	6	2,460,996	2,094,547	\$ 2,794,360
Protective services	7	949,336	2,312,661	2,132,955
Transportation and public works	8	2,369,331	3,013,641	4,291,420
Environmental and public health services	9	522,700	718,100	630,499
Planning and development	10	541,395	507,318	468,592
Recreational and cultural	11	3,443,000	4,471,664	4,702,225
Fiscal and valuation	12	450,000	762,608	739,644
Total Expenditure		10,736,758	13,880,539	15,759,695
Excess revenues over expenditures before the undernoted		1,171,085	(825,689)	(1,518,664)
Other revenue (expenditure)				
Government transfers for capital	5	-	2,390,934	\$ 13,184,619
Gain (loss) on disposal of capital assets		-	(187,172)	(125,832)
		-	2,203,762	13,058,787
Excess (Deficiency) of revenues over expenditures		\$ 1,171,085	\$ 1,378,073	\$ 11,540,123

TOWN OF HAY RIVER

Schedule 2

Utility Fund

Schedule of Operations and Surplus

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Revenue			
Water and sewer billings	\$ 2,175,000	\$ 1,959,558	\$ 1,992,929
Government transfers for water and sewer operations	1,089,000	1,089,000	1,089,000
Interest on reserves	-	59,883	22,904
Utilities receivable penalties	-	11,443	20,499
Maintenance service	131,000	7,568	9,020
Other	-	59,700	31,000
	<u>3,395,000</u>	<u>3,187,152</u>	<u>3,165,352</u>
Expenditure			
Administration	263,360	216,445	224,280
Vehicle maintenance	-	-	-
Purification & treatment	95,000	33,424	110,232
Transmission and distribution	1,820,000	1,589,119	1,880,233
Building maintenance	-	-	-
Mechanical maintenance	-	-	-
Distribution maintenance	338,225	372,156	376,877
Sewage system maintenance	30,000	74,500	67,424
Overhead charges (to) from General Fund	200,000	200,004	200,000
	<u>2,746,585</u>	<u>2,485,648</u>	<u>2,859,046</u>
Surplus, before the undernoted	<u>648,415</u>	<u>701,504</u>	<u>306,306</u>
Other items:			
Amortization of tangible capital assets	-	1,375,115	1,392,509
(Deficiency) of revenues over expenditures	\$ 648,415	\$ (673,611)	\$ (1,086,203)

TOWN OF HAY RIVER

Schedule 3

Land Development Fund
Schedule of Operations and Surplus

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Revenue			
Land sales	\$ 700,000	\$ 212,836	\$ 208,675
Land leases	465,000	453,342	587,837
Legal and transfer fees recovered	-	3,490	391
Interest and penalties	-	18,618	13,218
	1,165,000	688,286	810,121
Expenditures			
Administration	-	138,410	353
Overhead charge (to) from General Fund	75,000	75,000	40,000
Land leases	65,000	38,773	89,191
Cost of land sold	700,000	6,000	137,978
	840,000	258,183	267,522
Excess of revenues over expenditures	\$ 325,000	\$ 430,103	\$ 542,599

TOWN OF HAY RIVER

Schedule 4

General Fund
Schedule of Revenue

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Property taxes	\$ 5,308,643	\$ 5,286,826	\$ 5,010,252
Grants in lieu of taxes			
Federal	141,000	146,065	138,363
Territorial	2,321,000	2,449,241	2,309,642
NWT Power Corporation	44,000	41,194	39,403
Less school taxes			
Discounts allowed on school tax	(700,000)	(770,768)	(714,854)
	\$ 7,114,643	\$ 7,152,558	\$ 6,782,806
Sales of Services			
Recreation			
- Pool	\$ 88,500	\$ 63,333	\$ 175,799
- Community center	343,000	269,720	259,179
- Curling club rental	36,000	36,000	36,000
- Ballpark rental	8,000	6,362	1,829
- Other	15,000	57,623	215,191
Collection fee school taxes	10,000	5,000	5,000
Dump tipping fees	-	181,601	70,955
Ambulance	550,300	473,052	574,175
Fire calls, inspections, and training	-	7,001	-
Fire hall rental	35,000	-	-
Tourism revenue	30,400	6,680	3,958
Other	12,500	11,306	1,596
	\$ 1,128,700	\$ 1,117,678	\$ 1,343,682
Other Revenue from Own Sources			
Franchise fee	\$ 340,000	\$ 325,919	\$ 294,694
Licenses and permits	170,000	129,369	158,338
Donations to recreation complex	125,000	1,056	-
Aurora Ford - recreation centre donation	-	100,000	100,000
Fines and dog pound fees	-	2,383	4,945
Interest and penalties	335,000	348,250	263,217
Loss prevention	35,000	41,460	222,998
	\$ 1,005,000	\$ 948,437	\$ 1,044,192

TOWN OF HAY RIVER

Schedule 5

General Fund
Schedule of Revenue

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Government Transfers			
General - GNWT			
Operating and Maintenance Block Funding	\$ 2,215,000	\$ 2,319,000	\$ 2,265,000
Sport and Recreation	115,000	79,164	56,000
Children Youth Resiliency	-	13,636	-
Ground Ambulance	37,000	37,000	37,000
Community Challenge Grant	-	-	56,000
Community Tourism Coordinator	-	40,000	10,000
Waste Water Sampling	-	-	52,000
NWT Housing Corporation	-	100,000	-
Social Issues Committee	-	50,000	-
NWT Workers Training Program	-	61,000	38,274
Summer Employment	60,000	14,172	31,750
Porritt Landing Marine Facility	-	-	102,264
Community Access Funding	232,500	-	96,953
Flood reimbursements	-	(64,638)	819,247
Fire reimbursement	-	1,001,468	-
Other Grants	-	12,487	45,000
General			
Other Non-GNWT Grants	-	172,888	87,046
Federal Climate Change Adoption Fund	-	-	-
CanNor - Tourism	-	-	1,373,817
	2,659,500	3,836,177	5,070,351
Transfers (to) from deferred revenues	-	-	-
	\$ 2,659,500	\$ 3,836,177	\$ 5,070,351
Utility - GNWT			
Water and Sewer Block Funding	\$ 1,089,000	\$ 1,089,000	\$ 1,089,000
Capital funding			
Community Public Infrastructure Funding	\$ 2,455,000	\$ 1,833,000	\$ 1,833,000
Gas Tax	2,875,000	1,560,000	1,478,000
Investing in Canada Infrastructure Program	6,226,685	1,279,281	9,962,505
	11,556,685	4,672,281	13,273,505
Interest earned on deferred contributions			
Community Public Infrastructure Funding	-	160,772	106,319
Gas Tax	-	204,927	81,797
	-	365,699	188,116
Transfers (to) from deferred contributions			
Community Public Infrastructure Funding	(2,455,000)	(888,619)	1,169,359
Gas Tax	(2,875,000)	(1,758,427)	(1,715,004)
Investing in Canada Infrastructure Program	(6,226,685)	-	268,643
	(11,556,685)	(2,647,046)	(277,002)
	\$ -	\$ 2,390,934	\$ 13,184,619

TOWN OF HAY RIVER

Schedule 6

General Fund
Schedule of Expenditure

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
General Government			
Mayor's indemnity	\$ 58,507	\$ (137,534)	\$ 52,549
Councillors' indemnity	109,592	79,817	95,846
Administration - salaries and benefits	1,285,397	1,337,896	1,261,920
Administration - other	732,500	619,284	1,047,693
Materials and supplies	10,000	4,914	21,620
Professional services	120,000	(20,464)	69,938
Insurance	260,000	273,696	246,717
Town hall lease	160,000	157,763	148,096
Town hall operations and maintenance	-	7,266	3,519
Conventions, delegations and public relations	-	-	125
Overhead charge to Utility Fund	(200,000)	(200,004)	(200,000)
Overhead charge to Land Fund	(75,000)	(75,000)	(40,000)
	2,460,996	2,047,634	2,708,023
Other items:			
Amortization of tangible capital assets	-	46,913	86,337
	\$ 2,460,996	\$ 2,094,547	\$ 2,794,360

TOWN OF HAY RIVER

Schedule 7

General Fund
Schedule of Expenditure

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Protective Services			
Insurance	\$ -	\$ -	-
Bylaw enforcement	105,370	23,039	6,429
Bylaw vehicle maintenance	-	-	-
Fire protection	717,650	923,660	717,368
Fire department vehicle maintenance	-	39,057	21,576
Fire department building maintenance	-	-	-
Civil emergency	33,200	955,246	990,296
Ambulance	33,516	48,125	60,326
Hay River Animal Shelter contribution	50,000	50,552	49,662
Animal and pest control	9,600	10,713	9,282
	949,336	2,050,392	1,854,939
Other items:			
Amortization of tangible capital assets	-	262,269	278,016
	\$ 949,336	\$ 2,312,661	\$ 2,132,955

TOWN OF HAY RIVER

Schedule 8

General Fund
Schedule of Expenditure

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Transportation and Public Works			
Public works			
Administration	\$ 597,580	\$ 624,757	\$ 722,005
Vehicle operations & maintenance	170,000	284,420	290,783
Town garage			
Yards	251,290	121,712	115,857
Carpenter shop			
Operating costs	113,741	34,097	13,261
Roads			
Summer roads	644,630	446,706	1,125,762
Drainage	-	-	20,576
Winter roads	345,090	116,950	432,264
Street lighting	245,000	352,897	302,298
Road safety	2,000	50,699	3,361
	2,369,331	2,032,238	3,026,167
Other items:			
Amortization of tangible capital assets	-	981,403	1,265,253
	\$ 2,369,331	\$ 3,013,641	\$ 4,291,420

TOWN OF HAY RIVER

Schedule 9

General Fund
Schedule of Expenditure

For the year ended December 31, 2023

	2023 Budget		2023 Actual		2022 Actual
Environmental and Public Health Services					
Sanitation operations	\$ 347,000	\$	416,800	\$	393,731
Landfill					
Maintenance	174,500		201,982		126,218
Landfill accretion expense	-		91,933		96,016
Cemetery maintenance	1,200		3,753		7,354
	522,700		714,468		623,319
Other items:					
Amortization of tangible capital assets	-		3,632		7,180
	\$ 522,700	\$	718,100	\$	630,499

TOWN OF HAY RIVER

Schedule 10

General Fund
Schedule of Expenditure

For the year ended December 31, 2023

	2023 Budget		2023 Actual		2022 Actual
Planning and Development					
Planning and zoning	\$ 320,445	\$	263,235	\$	298,443
Tourism					
Programs	220,950		235,222		161,288
Amortization of tangible capital assets	-		8,861		8,861
	\$ 541,395	\$	507,318	\$	468,592

TOWN OF HAY RIVER

Schedule 11

General Fund
Schedule of Expenditure

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Recreational and Cultural			
Recreation administration	\$ 208,305	\$ 221,615	\$ 250,669
Vehicle maintenance	-	-	-
Recreation center operations	1,064,425	1,058,538	1,290,622
Recreation Center building maintenance	199,000	281,606	229,024
Swimming pool operations	933,730	830,696	854,378
Curling club operations	46,000	127,526	84,338
Sports fields	267,500	162,941	251,865
Annual town clean-up	20,000	27,150	-
Library	179,000	179,000	179,000
Community television and other services	-	-	5,000
Northern Arts and Culture Centre	5,000	5,000	5,000
Beautification committee	5,000	-	-
Other economic community development initiatives	6,000	6,000	-
Recreation programs	509,040	564,049	518,449
	\$ 3,443,000	\$ 3,464,121	\$ 3,668,345
Other items:			
Amortization of tangible capital assets	-	1,007,543	1,033,880
	\$ 3,443,000	\$ 4,471,664	\$ 4,702,225

TOWN OF HAY RIVER

Schedule 12

General Fund
Schedule of Expenditure

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Fiscal and Valuation			
Discount on taxes	\$ -	\$ -	\$ -
Debenture interest	350,000	349,002	358,178
Bank charges	60,000	6,105	46,538
Interest charges (recovery)	-	2,423	1,337
Senior/disabled tax exemptions	-	305,730	290,764
Provision for (recovery of) bad debts, Note 5	40,000	99,348	42,827
	\$ 450,000	\$ 762,608	\$ 739,644

TOWN OF HAY RIVER

Schedule of Expenditures by Object

Schedule 13

For the year ended December 31, 2023

	2023 Budget	2023 Actual	2022 Actual
Amortization of tangible capital assets	\$ -	\$ 3,685,737	\$ 4,072,038
Interest on long-term debt	350,000	349,002	358,178
Bank charges and interest	60,000	8,500	45,931
Contracted and general services	2,418,800	2,144,548	3,754,192
Insurance	302,180	319,973	290,680
Materials and supplies	4,126,181	4,616,061	4,819,431
Mayor and council expenses	171,099	(56,605)	148,395
Provision for bad debts	40,000	99,347	42,826
Salaries, wages and benefits	5,014,683	5,169,244	5,040,786
Utilities - electricity	809,100	1,013,358	895,615
Utilities - fuel	931,300	650,318	810,700
	\$ 14,223,343	\$ 17,999,483	\$ 20,278,772

TOWN OF HAY RIVER

Schedule of Changes in Accumulated Surplus

Schedule 14

December 31, 2023

	General Operating	Utility	Land Development	Reserves	Investment in Tangible Capital Assets	2023	2022
Annual surplus (deficit)	\$ 1,378,073	\$ (673,611)	\$ 430,103	\$ -	\$ -	\$ 1,134,565	\$ 10,996,519
Net interfund transfers							
Amortization	2,310,622	1,375,115	-	-	(3,685,737)	-	-
Disposals of tangible capital assets	188,084	-	-	-	(188,084)	-	-
Additions to tangible capital assets	-	(3,657,459)	-	-	3,657,459	-	-
Capital funding used for utility infrastructure	-	-	-	-	-	-	-
Long-term debt (repayment)	(761,000)	-	-	-	761,000	-	-
Allocations to Reserves	5,497,072	-	(5,497,072)	-	-	-	-
Changes in fund balances	8,612,851	(2,955,955)	(5,066,969)	-	544,638	1,134,565	10,996,519
Accumulated Surplus (Deficit), beginning of year as previously stated	\$ 492,599	\$ 3,480,520	\$ 1,264,554	\$ 3,461,844	\$ 84,687,995	\$ 93,387,512	\$ 84,290,540
Prior period adjustment, (Note 20)	-	-	-	-	-	-	(1,899,547)
Accumulated Surplus (Deficit), beginning of year	492,599	3,480,520	1,264,554	3,461,844	84,687,995	93,387,512	82,390,993
Accumulated Surplus (Deficit), end of year	\$ 9,105,450	\$ 524,565	\$ (3,802,415)	\$ 3,461,844	\$ 85,232,633	\$ 94,522,077	\$ 93,387,512

Reserves	2022	Increase	Decrease	2023
General operating fund	\$ 3,440,669	\$ -	\$ (1,786,222)	1,654,447
Utility infrastructure reserve	21,175	-	(2,296,858)	(2,275,683)
	\$ 3,461,844	\$ -	\$ (4,083,080)	(621,236)

TOWN OF HAY RIVER

Schedule of Tangible Capital Assets
December 31, 2023

Schedule 15

	Opening Balance	Additions	Disposals	Closing Balance	Accumulated Amortization Beginning of Year	Net Carrying Amount Beginning of year	Deletions	Amortization	Accumulated Amortization End of Year	Net Carrying Amount
General Fund										
Land	\$ 422,625	\$ -	\$ -	\$ 422,625	\$ -	\$ 422,625	\$ -	\$ -	\$ -	\$ 422,625
Land in development	1,917,691	-	-	1,917,691	-	1,917,691	-	-	-	1,917,691
Linear Structures	24,668,266	-	-	24,668,266	12,168,244	12,500,022	-	945,057	13,113,301	11,554,965
Buildings	47,710,264	-	852,800	46,857,464	10,967,080	36,743,184	664,716	725,119	11,027,483	35,829,981
Machinery and Equipment	8,753,448	-	-	8,753,448	7,725,407	1,028,041	-	640,445	8,365,852	387,596
Work in progress	52,266	-	-	52,266	-	52,266	-	-	-	52,266
Art Work	71,199	-	-	71,199	-	71,199	-	-	-	71,199
Tangible Capital Assets - General Fund	\$ 83,595,759	\$ -	\$ 852,800	\$ 82,742,959	\$ 30,860,731	\$ 52,735,028	\$ 664,716	\$ 2,310,621	\$ 32,506,636	\$ 50,236,323
Utility Fund										
Water and Sewer System	\$ 33,593,742	\$ -	\$ -	\$ 33,593,742	\$ 7,454,619	\$ 26,139,123	\$ -	\$ 854,726	\$ 8,309,345	\$ 25,284,397
Land	1,000	-	-	1,000	-	1,000	-	-	-	1,000
Buildings	16,202,567	-	-	16,202,567	3,709,956	12,492,611	-	445,474	4,155,430	12,047,137
Vehicles	288,962	-	-	288,962	129,790	159,172	-	1,357	131,147	157,815
Heavy Equipment	2,033,320	-	-	2,033,320	646,171	1,387,149	-	73,235	719,406	1,313,914
Furniture & Equipment	762	-	-	762	324	438	-	324	648	114
Work in progress	3,904,474	3,657,459	-	7,561,933	-	3,904,474	-	-	-	7,561,933
Tangible Capital Assets - Utility Fund	\$ 56,024,827	\$ 3,657,459	\$ -	\$ 59,682,286	\$ 11,940,860	\$ 44,083,967	\$ -	\$ 1,375,116	\$ 13,315,976	\$ 46,366,310
Total Tangible Capital Assets	\$ 139,620,586	\$ 3,657,459	\$ 852,800	\$ 142,425,245	\$ 42,801,591	\$ 96,818,995	\$ 664,716	\$ 3,685,737	\$ 45,822,612	\$ 96,602,633

TOWN OF HAY RIVER

Gas Tax Agreement
Statement of Revenue, Expenditure and Deferred Contribution

Schedule 16

For the year ended December 31, 2023

	2018	2019	2020	2021	2022	2023	Cumulative
	Actual	Actual	Actual	Actual	Actual	Actual	
Funding							
Deferred contribution balance, opening	\$ 556,372	\$ 517,905	\$ 1,957,422	\$ 2,122,016	\$ 3,335,661	\$ 2,196,516	\$ 556,372
Annual Gas Tax allocation	1,397,000	2,794,000	1,397,000	2,875,000	1,478,000	1,560,000	11,501,000
Interest earned	24,533	37,397	39,867	17,699	81,797	204,927	406,220
	<u>1,977,905</u>	<u>3,349,302</u>	<u>3,394,289</u>	<u>5,014,715</u>	<u>4,895,458</u>	<u>3,961,443</u>	<u>12,463,592</u>
Funds Spent							
Sewer Flushing Equipment	-	-	-	123,859	-	-	123,859
Break up equipment	-	-	7,729	-	-	-	7,729
Capital Drive Watermain	-	-	-	19,800	1,027,000	-	1,046,800
Treatment Plant Intake Inspection	-	-	16,615	39,109	-	-	55,724
Water Treatment Plant	-	86,820	154,474	15,710	-	-	257,004
Reservoir Electrical/Mechanical/Roof Upgrades	-	87,109	-	-	-	-	87,109
Paradise Road Realignment	-	680	128	-	-	-	808
Fraser Place Subdivision Development	-	-	-	-	1,178,933	-	1,178,933
Grader Replacement	-	314,464	-	-	-	-	314,464
Aquatic Facility Boilers	-	49,769	-	-	-	-	49,769
Fisherman's Wharf Pavillion	-	50,000	182,760	-	-	-	232,760
Public Beach Upgrades	-	30,000	-	-	-	-	30,000
Miron/ John Mapes/ Riverbend Storm and Sewe	-	-	-	-	-	6,500	6,500
Arena front lot paving	60,000	-	-	-	-	-	60,000
Industrial Drive Base Upgrade, Paving and Unde	-	-	-	-	493,009	-	493,009
Mansel, Dessy, Morin W&S upgrade	100,000	773,038	-	-	-	-	873,038
Courtoreille St. water/sewer/streets/sidewalks	1,300,000	-	-	-	-	-	1,300,000
Caribou Cres. Water, Sewer and Drainage	-	-	898,086	29,400	-	-	927,486
Beaver Cres. Water, Sewer and Drainage	-	-	8,106	1,244,692	-	-	1,252,798
Riverview Road Upgrades	-	-	4,375	206,484	-	-	210,859
	<u>1,460,000</u>	<u>1,391,880</u>	<u>1,272,273</u>	<u>1,679,054</u>	<u>2,698,942</u>	<u>6,500</u>	<u>8,508,649</u>
Deferred contribution balance, closing	\$ 517,905	\$ 1,957,422	\$ 2,122,016	\$ 3,335,661	\$ 2,196,516	\$ 3,954,943	\$ 3,954,943

TOWN OF HAY RIVER

Community Public Infrastructure Agreement
Statement of Revenue, Expenditure and Deferred Contribution

Schedule 17

For the year ended December 31, 2023

	2018	2019	2020	2021	2022	2023	Cumulative
	Actual	Actual	Actual	Actual	Actual	Actual	
Funding							
Deferred contribution balance, opening	\$ 519,199	\$ 485,900	\$ 777,137	\$ 1,478,691	\$ 1,652,171	\$ 482,814	\$ 519,199
Annual CPI allocation	1,260,000	1,510,000	1,833,000	2,132,000	1,833,000	1,833,000	10,401,000
Interest earned	23,912	32,078	22,529	19,218	106,319	160,772	364,828
	1,803,111	2,027,978	2,632,666	3,629,909	3,591,490	2,476,586	11,285,027
Funds Spent							
Lift Station System Upgrade	-	29,950	439,536	757,812	1,969,415	-	3,196,713
Caribou Cres. Water and Sewer and Drainage	-	7,875	203,000	164,168	-	-	375,043
Beaver Cres. Water, Sewer and Drainage	-	-	-	77,197	-	-	77,197
Riverview Drive Upgrades	-	-	-	225,871	-	-	225,871
Ambulance (2020)	-	-	-	156,359	-	-	156,359
Computer Equipment Replacement Program	-	-	-	17,564	42,516	-	60,080
Vale Island Multi-Use Recreation Area	-	-	-	18,755	12,300	-	31,055
New Water Licence Requirements	-	-	-	84,880	-	-	84,880
Pine Crescent Upgrades	-	-	-	-	-	37,370	37,370
Multiplexer	-	-	-	10,270	-	-	10,270
Fire Hall/Town Hall Demolition	-	-	-	-	-	218,377	218,377
Auto-Pulse	-	-	-	14,862	-	-	14,862
Commercial Water Meter Upgrade	-	-	19,239	-	-	-	19,239
Industrial Drive Base Upgrade, Paving and Undergr	-	-	-	-	257,000	138,683	395,683
Hazardous Waste Removal	-	-	-	-	50,000	-	50,000
Dispatch Equipment	-	-	16,935	-	-	-	16,935
Small Capital Recreation Programming	-	14,294	-	-	-	-	14,294
Day Shelter and Playground Equipment	-	23,668	-	-	-	-	23,668
Snow Blower - Heavy Duty	-	118,419	-	-	-	-	118,419
Trenchless Sewer Line Relining	-	478,655	-	-	352,445	-	831,100
Water Treatment Plant Roof Replacement	-	7,427	-	-	-	-	7,427
Sewage Lagoon Upgrade	-	72,000	-	-	-	-	72,000
Wright Crescent water & sewer upgrades	107,393	-	-	-	-	-	107,393
New arena facility concession	30,714	-	-	-	-	-	30,714
Mansel, Dessy, Morin water and sewer upgrade	600,000	-	-	-	-	-	600,000
Capital Drive Watermain, Sidewalk and Roadworks	-	-	-	-	-	26,793	26,793
Downtown Beautification	64,804	-	-	-	-	-	64,804
Generator Replacement - WT Plant	121	-	-	-	-	-	121
New Town Hall	-	-	-	-	-	106,485	106,485
Tire Recycling Program	-	-	-	-	-	53,385	53,385
Water Treatment Plant Upgrades	-	12,997	-	-	-	-	12,997
Debt servicing	452,143	452,143	450,000	450,000	425,000	500,000	2,729,286
Computer Replacement Program	62,036	33,413	25,265	-	-	24,059	144,773
	1,317,211	1,250,841	1,153,975	1,977,738	3,108,676	1,105,152	9,913,593
Deferred contribution balance, closing	\$ 485,900	\$ 777,137	\$ 1,478,691	\$ 1,652,171	\$ 482,814	\$ 1,371,434	\$ 1,371,434

TOWN OF HAY RIVER

Schedule 18

Investing in Canada Infrastructure Program
Statement of Revenue and Expenditure

For the year ended December 31, 2023

	2020	2021	2022	2023	Cumulative
Revenue					
Investing in Canada Infrastructure Program	\$ 1,503,441	\$ 3,675,143	\$ 10,281,150	\$ -	\$ 15,459,734
Eligible expenditures					
Roads #1					
Caribou Cres. Water, Sewer replacement (Roads #1)	-	492,504	57,238	-	549,742
Beaver Cres. Water, Sewer and Drainage	-	231,591	849,149	-	1,080,740
Riverview Drive Upgrades	-	677,613	3,029,548	-	3,707,161
Communtiy Roads Upgrades Improvement Project	292,382	-	-	-	292,382
	292,382	1,401,708	3,935,935	-	5,630,025
Roads #2					
Capital Drive	-	-	1,221,525	-	1,221,525
Industrial Dr. Drainage	-	-	269,322	-	269,322
	-	-	1,490,847	-	1,490,847
Other					
Lift Station Upgrade	-	2,273,435	1,122,381	-	3,395,816
Solid Waste Management Project	-	-	308,874	-	308,874
Water Treatment Plant Feasibility Study & Design	-	-	27,297	-	27,297
Wastewater Lift Station Project	1,211,059	-	3,395,816	-	4,606,875
	1,503,441	3,675,143	10,281,150	-	15,459,734
Surplus / deficit	\$ -	\$ -	\$ -	\$ -	\$ -

TOWN OF HAY RIVER

Schedule 19

Schedule of Salaries, Honoraria, and Travel

For the year ended December 31, 2023

	Salaries	Honoraria	Travel
Mayor			
Kandis Jameson	\$ 48,507	\$ -	-
Deputy Mayor			
Keith Dohey	13,727	-	-
Councillors			
Linda Duford	10,977	-	-
Jeff Groenewegen	10,977	-	-
Robert Bouchard	10,977	-	-
Brian Willows	10,977	-	-
Emily Chambers	10,977	-	-
Karen Wall	10,977	-	-
	\$ 128,096	\$ -	-



REPORT TO COUNCIL

COMMITTEE: FINANCE COMMITTEE

DATE: MARCH 24, 2025

SUBJECT: 2024 Q4 UNAUDITED CONSOLIDATED STATEMENT OF OPERATIONS

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER APPROVES THE 2024 Q4 UNAUDITED CONSOLIDATED STATEMENT OF OPERATIONS AS RECOMMENDED BY THE FINANCE COMMITTEE.

BACKGROUND:

On March 12, 2025 the 2024 Q4 unaudited statement of operations was presented to the Finance Committee by Blair Porter, Director of Corporate Services. The Committee recommended bringing the report forward to Council.

The highlights from this report are as follows:

- Revenues
 - o Has been higher than anticipated in certain areas, such as:
 - MACA Operations & Maintenance funding - \$74K increase
 - MACA Water & Sewer funding - \$36K increase
 - Interest Revenues - \$107K increase
 - o Property taxes were able to be reduced by \$100K due to increased funding from MACA
 - o Fraser Place – projected \$1.14M decrease in revenue due to delayed sales of lots
 - Deferred to 2025, along with cost of development
- Expenses
 - o Materials & Supplies reduction of \$1.1M, mainly due to the deferral of Fraser Places sales to 2025
 - Also, some increases in Materials & Supplies are offset by the increases in Grants & Donations
 - o Wages & Salaries down \$204K, mainly due to staff shortages

Overall, Q4 sees a favorable variance of \$111K. While there will be some adjusting entries as a result of year end, currently the Town is at a surplus (contribution to capital) of \$2.37M at the end of 2024.

COUNCIL POLICY / STRATEGY OR GOAL:

Fiscal responsibility and transparency

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

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



REPORT TO COUNCIL

COMMITTEE: FINANCE COMMITTEE

DATE: MARCH 24, 2025

SUBJECT: 2024 Q4 UNAUDITED CONSOLIDATED STATEMENT OF OPERATIONS

FINANCIAL IMPLICATIONS:

Unaudited consolidated Statement of Operations is approved by Council.

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2024-Q4 Unaudited Consolidated Statement of Operations

Prepared by:
Blair Porter
Director of Corporate Services
March 21, 2025

Reviewed by:
Glenn Smith
Senior Administrative Officer
March 21, 2025

2024 UNAUDITED STATEMENT OF OPERATIONS

31-Dec-24

Row Labels	2023 Actuals	2024 Budget Total	2024 YTD Actuals	Variance YTD Actuals vs Budget	% of Total Budget Used
REVENUE					
AMBULANCE BILLINGS	(473,052)	(686,300)	(691,732)	(5,432)	101%
FIRE HALL	(7,001)		(1,780)	(1,780)	0%
FRANCHISE FEE	(339,809)	(300,000)	(179,605)	120,395	60%
GOVERNMENT TRANSFERS FOR OPERATING	(2,661,502)	(2,515,670)	(2,698,536)	(182,866)	107%
GOVERNMENT TRANSFERS FOR WATER AND SEWER	(1,089,000)	(1,089,000)	(1,163,000)	(74,000)	107%
GRANTS/DONATIONS	(932,148)	(333,000)	(270,181)	62,819	81%
INTEREST REVENUES	(220,104)	(105,000)	(212,092)	(107,092)	202%
LAND SALES, LEASE AND DEVELOPMENT	(688,286)	(1,934,000)	(573,599)	1,360,401	30%
LANDFILL REVENUES	(181,601)	(220,000)	(266,652)	(46,652)	121%
LICENSES & PERMITS	(117,109)	(120,500)	(114,801)	5,699	95%
OTHER REVENUE FROM OWN SOURCES	(78,652)	(79,000)	(61,276)	17,724	78%

Q4 Comments

Actuals vs Budget Comments
To be reconciled with franchise turnover
Mainly due to; +\$166K increase in 2024-25 MACA funding for O&M. +\$25K New Horizons for Seniors grant. +\$15K MACA funding for bookkeeping. +\$5K funding from CPRA Green Jobs Initiative for the Facility Maintainer position.
Due to increase in 2024-25 MACA funding for water & sewer
Mainly due to: +\$50K funding from the GNWT for the Tourism Coordinator +\$25K funding for the Spirit Gala. +\$33K United Way funding for the residential fire smarting assessments.
Due to higher than anticipated interest revenues.
Due to the sale of lots on Vale Island & Dean Drive. -\$1.14M projected decrease in revenues due to the delayed sales of Fraser Place lots. -\$60K decrease in revenues due to the termination of the ITI lease agreement. This is offset by +\$33K increase in revenues from the dredging land lease.

PROPERTY TAXES	(7,265,510)	(7,782,000)	(7,721,592)	60,408	99%
RECREATION ADVERTISING	(20,931)	(26,000)	(19,966)	6,034	77%
RECREATION ICE REVENUES	(5,702)	(6,000)	(6,435)	(435)	107%
RECREATION OTHER REVENUES	(73,635)	(71,000)	(28,427)	42,573	40%
RECREATION PROGRAM REVENUES	(57,994)	(54,000)	(72,775)	(18,775)	135%
RECREATION RENTAL REVENUES	(224,511)	(219,000)	(267,061)	(48,061)	122%
SALE OF SERVICES	(74,810)	(75,000)	(76,085)	(1,085)	101%
SCHOOL TAX LEVIES	(770,768)	(790,000)	(769,109)	20,891	97%
TOURISM REVENUE	(14,453)	(8,000)	(16,186)	(8,186)	202%
WATER AND SEWER REVENUES	(2,098,153)	(2,185,000)	(2,115,933)	69,067	97%
REVENUE Total	(17,394,731)	(18,598,470)	(17,326,821)	1,271,649	93%
EXPENSE					
BANK CHARGES AND INTEREST	8,500	60,000	12,034	(47,966)	20%
CONTRACTED AND GENERAL SERVICES	2,938,371	3,381,472	3,412,795	31,323	101%
INSURANCE	224,721	302,000	301,078	(922)	100%
INTEREST ON LTD	349,002	300,000	289,025	(10,975)	96%

Mainly due to;
- \$100K reduction in the revenues generated from taxes due to increased funding from MACA
-\$21K due to increased tax exemption

Due to lower than expected water revenue

Mainly due to:
- Economic Development & Agriculture Plan deferred to 2025 - \$53K
- Trucked Water Delivery Service down \$20K
- Audit cost to be expensed in Q4 - \$44K
- Election Expense in Q4 - \$5K
+\$50K estimated cost to repair recent critical equipment failures at the arena.
+\$14K estimated costs for the wharf booth repairs which is funded by the insurance company.

MATERIALS AND SUPPLIES	3,200,110	3,747,503	2,658,589	(1,088,914)	71%
MAYOR AND COUNCIL EXPENSES	129,436	141,350	131,279	(10,071)	93%
MUNICIPAL TAX EXEMPTION	259,242	260,000	285,314	25,314	110%
PROVISION FOR BAD DEBTS		40,000		(40,000)	
SALARIES, WAGES AND BENEFITS	5,348,851	5,492,200	5,287,425	(204,775)	96%
SCHOOL TAX EXEMPTION	46,488	30,000	50,826	20,826	169%
SCHOOL TAX LEVIES PAYABLE	770,768	790,000	798,371	8,371	101%
UTILITIES	1,633,704	1,793,945	1,729,093	(64,852)	96%
EXPENSE Total	14,909,193	16,338,470	14,955,829	(1,382,641)	92%
Grand Total	(2,485,539)	(2,260,000)	(2,370,992)	(110,992)	105%

Mainly due to:

-\$1.14M projected decrease in costs due to the delayed sales of Fraser Place lots. This is off set by:
+\$70K projected increase in costs as a result of the carbon tax.
+\$75K increased landfill cover and compacting costs as a result of the wildfire inspection report.
+\$31K increase in the sanitation collection contract cost due to its delayed implementation.
+\$25K increased expenditures for the Spirit Gala. This is offset in grants & donations.
+\$25K increased programing costs as a result of the New Horizons for Seniors program funding.

Mainly due to;

+\$15K increased casual employee cost to complete account reconciliations. This is funded by MACA.
+\$38K projected increase in worker's compensation costs due to increased rates.
+\$32K projected increase in costs for Recreation due to the delayed retirement of a Maintenance Operator.

Overall there is currently a favorable variance of \$111K at the end of Q4, with some year end adjustments expected.

Overall the Town currently has a surplus of \$2.37M at the end of the year, not considering any adjustments for year end.

2024 UNAUDITED STATEMENT OF OPERATIONS

31-Dec-24

INFRASTRUCTURE & PLANNING SERVICES

Row Labels	2023 Actuals	2024 Budget Total	2024 YTD Actuals	Variance YTD Actuals vs Budget	% of Total Budget Used
REVENUE					
GRANTS/DONATIONS	(12,487)		(51,500)	(51,500)	0%
LICENSES & PERMITS	(27,040)	(27,000)	(28,791)	(1,791)	107%
REVENUE Total	(39,527)	(27,000)	(80,291)	(53,291)	297%
EXPENSE					
CONTRACTED AND GENERAL SERVICES	249,884	692,000	787,432	95,432	114%
MATERIALS AND SUPPLIES	534,309	479,412	598,840	119,428	125%
SALARIES, WAGES AND BENEFITS	1,091,561	901,700	1,078,438	76,742	120%
UTILITIES	385,095	379,000	389,808	10,808	103%
EXPENSE Total	2,260,849	2,452,112	2,854,518	302,410	116%
Grand Total	2,221,322	2,425,112	2,774,227	249,119	114%

Q4 Comments

Actuals vs Budget Comments
Insurance reimbursement for the wharf booth repairs
Additional cost of repairing staff house \$42K Mainly due to repair of older vehicles, necessary repair of sidewalks, roads

2024 UNAUDITED STATEMENT OF OPERATIONS

31-Dec-24

ENVIRONMENTAL SERVICES

Row Labels	2023 Actuals	2024 Budget Total	2024 YTD Actuals	Variance YTD Actuals vs Budget	% of Total Budget Used
REVENUE					
LANDFILL REVENUES	(181,601)	(220,000)	(266,652)	(46,652)	121%
OTHER REVENUE FROM OWN SOURCES	(12,260)	(14,000)	(5,730)	8,270	41%
REVENUE Total	(193,861)	(234,000)	(272,382)	(38,382)	116%
EXPENSE					
CONTRACTED AND GENERAL SERVICES	465,826	471,507	458,261	(13,246)	97%
MATERIALS AND SUPPLIES	106,382	115,000	281,262	166,262	245%
SALARIES, WAGES AND BENEFITS	71,146	60,200	70,678	10,478	117%
UTILITIES	6,330	3,000	4,690	1,690	156%
EXPENSE Total	649,684	649,707	814,891	165,184	125%
Grand Total	455,823	415,707	542,509	126,802	131%

Q4 Comments

Actuals vs Budget Comments
Due to increased cover and compacting based on the wildfire inspection report
Rollout for containers for garbage pickup

2024 UNAUDITED STATEMENT OF OPERATIONS

31-Dec-24

LAND DEVELOPMENT

Row Labels	2023 Actuals	2024 Budget Total	2024 YTD Actuals	Variance YTD Actuals vs Budget	% of Total Budget Used
REVENUE					
LAND SALES, LEASE AND DEVELOPMENT	(688,286)	(1,934,000)	(573,599)	1,360,401	30%
REVENUE Total	(688,286)	(1,934,000)	(573,599)	1,360,401	30%
EXPENSE					
MATERIALS AND SUPPLIES	257,383	1,585,000	143,560	(1,441,440)	9%
SALARIES, WAGES AND BENEFITS	800				
EXPENSE Total	258,183	1,585,000	143,560	(1,441,440)	9%
Grand Total	(430,103)	(349,000)	(430,040)	(81,040)	123%

Q4 Comments

Actuals vs Budget Comments
Due to the sale of lots on Vale Island & Dean Drive
Due to delay of sales of lots at Fraser Place
Due to -\$60K decrease in revenues due to the termination of ITI lease agreement. This is offset by +\$20K increase in revenues from the dredging land lease.
Due to delay of sales at Fraser Place

2024 UNAUDITED STATEMENT OF OPERATIONS

31-Dec-24

WATER & SEWER

Row Labels	2023 Actuals	2024 Budget Total	2024 YTD Actuals	Variance YTD Actuals vs Budget	% of Total Budget Used
REVENUE					
GOVERNMENT TRANSFERS FOR WATER AND SEWER	(1,089,000)	(1,089,000)	(1,163,000)	(74,000)	107%
WATER AND SEWER REVENUES	(2,098,153)	(2,185,000)	(2,115,933)	69,067	97%
REVENUE Total	(3,187,153)	(3,274,000)	(3,278,933)	(4,933)	100%
EXPENSE					
CONTRACTED AND GENERAL SERVICES	1,379,219	1,432,000	1,522,477	90,477	106%
MATERIALS AND SUPPLIES	256,978	344,500	362,607	18,107	105%
SALARIES, WAGES AND BENEFITS	466,819	394,500	294,655	(99,845)	75%
UTILITIES	382,643	428,000	424,302	(3,698)	99%
EXPENSE Total	2,485,658	2,599,000	2,604,041	5,041	100%
Grand Total	(701,494)	(675,000)	(674,892)	108	100%

Q4 Comments

Actuals vs Budget Comments
Due to increase in 2024-25 MACA funding for water & sewer
Due to less than anticipated water revenues
Additional repairs of water pipes, Old Town pumphouse

2024 UNAUDITED STATEMENT OF OPERATIONS

31-Dec-24

ECONOMIC DEVELOPMENT

Row Labels	2023 Actuals	2024 Budget Total	2024 YTD Actuals	Variance YTD Actuals vs Budget	% of Total Budget Used
REVENUE					
GRANTS/DONATIONS		(150,000)		150,000	
LICENSES & PERMITS	(74,719)	(77,000)	(76,090)	910	99%
OTHER REVENUE FROM OWN SOURCES			(12,000)	(12,000)	0%
REVENUE Total	(74,719)	(227,000)	(88,090)	138,910	39%
EXPENSE					
CONTRACTED AND GENERAL SERVICES		150,000	8,890	(141,110)	6%
MATERIALS AND SUPPLIES	6,000	7,000	7,000		100%
EXPENSE Total	6,000	157,000	15,890	(141,110)	10%
Grand Total	(68,719)	(70,000)	(72,200)	(2,200)	103%

Q4 Comments

Actuals vs Budget Comments
Economic Plan & Agriculture Plan deferred to 2025
Economic Plan & Agriculture Plan deferred to 2025



REPORT TO COUNCIL

COMMITTEE: FINANCE COMMITTEE

DATE: MARCH 24, 2025

SUBJECT: 2025 CAPITAL ADJUSTMENTS

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER APPROVE THE ADJUSTMENTS TO THE 2025 CAPITAL BUDGET AS PRESENTED AS RECOMMENDED BY THE FINANCE COMMITTEE

BACKGROUND:

The Finance Committee was presented with the following recommended change to the 2025 Capital Plan/Budget on March 12, 2025. They recommended bringing the recommendation forward to Council.

Council approved the 2025 Capital Budget on December 16, 2024. The following update to the 2025 Capital Plan/Budget is recommended.

Infrastructure & Planning Services

- That the Woodland Drive Preliminary Drainage Plan originally scheduled for 2026 be advanced to 2025 to prepare and facilitate for future projects on Woodland Drive. The fee letter received to do the work is \$65K, so to accommodate the additional cost, we recommend taking \$15K from the 553 - Preliminary Drainage Plan project, as it was already completed under the Aspen Heights project. The remaining funds will be reallocated from the Municipal Infrastructure Reserve for other Capital projects.

COUNCIL POLICY / STRATEGY OR GOAL:

Fiscal responsibility and transparency

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

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

FINANCIAL IMPLICATIONS:

Adjustments to 2025 Capital Budget

ALTERNATIVES TO RECOMMENDATIONS:

Not approving report



REPORT TO COUNCIL

COMMITTEE: FINANCE COMMITTEE

DATE: MARCH 24, 2025

SUBJECT: 2025 CAPITAL ADJUSTMENTS

ATTACHMENTS:

N/A

Prepared by:
Blair Porter
Director of Corporate Services
March 21, 2025

Reviewed by:
Glenn Smith
Senior Administrative Officer
March 21, 2025



REPORT TO COUNCIL

DEPARTMENT: Office of the SAO

DATE: March 24, 2025

SUBJECT: 2022-2025 Strategic Plan Status Update for March 2025

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the 2022-25 Strategic Plan Status Update for March 2025 as presented.

BACKGROUND:

Town Council's key planning document that guides the organization's strategic direction is the 2022-25 Strategic Plan. The Plan identifies Goals and Tactics for achievement through the completion of prioritized activities.

The attached report specifies activities planned for 2025 and a status update on these initiatives as of March 2025. The Percent Complete signifies the consolidated progress on the Tactics since 2022.

The Town's Strategic Plan will be rewritten in 2025. A workshop with Council and Administration is scheduled for May 2-3.

COUNCIL POLICY / STRATEGY OR GOAL:

2022-2025 Strategic Plan

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- 2022-2025 Strategic Plan

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

2022-25 Strategic Plan Update for March 2025

Prepared by:

Glenn Smith

SAO

March 21, 2025

Reviewed by:

2022-25 Strategic Plan - Update and Activity Prioritization

Mar-25

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
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Update infrastructure within Hay River as required

Ensure the Town's capital plan is kept current and that funding sources are identified.	Update 10 Year Plan as part of 2025 budget process. Prioritize capital to meet goals of current Council.	10 Year Capital Plan with funding sources updated and approved in October 2024.	Yearly	100%	Director of Corporate Services
Complete all new and replacement infrastructure projects identified in the budget.	<ol style="list-style-type: none"> 1. Capital Drive deficiencies 2. Lift Station 4 deficiencies 3. Industrial Drive Deficiencies 4. Woodland Drive Drainage Plan 5. Airport Road Flood Mitigation 6. New Cemetery - Site Selection 7. Lift Station #3 Replacement 8. Lift Station #1 Rebuild and Mitigation 9. Miron Storm Outlets Replacement 10. Municipal Solid Waste Facility - Site Selection and Preliminary Design 11. Inukshuk Park Upgrades - Phase 1 12. West Channel Berm Enhancements 13. Vale Island Recreation Area 14. New Water Treatment Plant - Design 	<ol style="list-style-type: none"> 1. Capital Drive - minor landscaping required 2. Lift Station 4 - small list of deficiencies remain 3. Industrial Drive - minor deficiencies remain 4. Woodland Drainage Plan - engineering fee letter received 5. Airport Road Flood Mitigation - oversight committee established; greenhouse gas study commissioned 6. New Cemetery (Site) - engineering fee letter received 7. Lift Station 3 - preliminary design completed 8. Lift Station 1 - tender awarded. Procurement underway. 9. Miron Storm Outlets - Opinion on probable costs received 10. Municipal Solid Waste Facility - site recommendation completed 11. Inukshuk Park Upgrades 12. West Channel Berm Enhancements - Phase 1 complete; Phase 2 partial completion 13. Vale Island Recreation Area 14. WTP - Preliminary design completed; design for reservoir in progress; indigenous consultation ongoing; CHIF application submitted 	Yearly	60%	Director of IPS

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
Meet residents' needs for new or upgraded facilities and amenities in locations that provide ease of access.	<ol style="list-style-type: none"> 1. Complete Vale Island Multiuse park phase 1 2. Complete Bob McMeekin Enhancements 3. Establishment of dog parks 4. Support Hay River Golf Club enhancements 5. Complete consultation, design and procurement for Ray Benoit rink/multiuse replacement seeking partnerships for construction. 6. Replace a playground fall zone. 7. Porritt Landing 8. Oxbow Trail brushing 	<ol style="list-style-type: none"> 1. Vale Island Multiuse Park Phase 1 - parking lot, landscaping, electrical completed 2. Bob McMeekin Enhancements - 95% completed. Fire pit landscaping outstanding. 3. Dog Parks - construction contracts issued for 3 parks 4. Golf Course - funding secured; greens procured 5. Ray Benoit - design completed 6. Fall zone - contract issued 7. Porritt Landing - 8. Oxbow Trail Brushing - funds secured 	Yearly	80%	Director of Recreation
Work to ensure that reliable water distribution is accessible to all residents and businesses in Hay River.	Completion of WTP preliminary design Complete Vale Island fill station upgrade. Repair damages to hydrants caused by wildfire structural protection.	<ol style="list-style-type: none"> 1. WTP Feasibility and Preliminary Design - completed; reservoir design added and underway 2. Vale Island Fill Station - upgrades completed; commissioning in March 3. Hydrant replacement Balsalm 	2025	95%	Director of IPS
Ensure that current best practices guide infrastructure development and maintenance in Hay River					
Divert waste from the landfill through improved recycling and waste management procedures.	Complete hazardous waste removal project with MACA. Select site and undertake design for new municipal solid waste facility. Waste transfer station for cardboard. Introduce solid waste levies Introduce automated curbside cart program	<ol style="list-style-type: none"> 1. Hazardous Waste Removal Project (MACA) - waste partially removed 2. New Solid Waste Facility - site proposed to Council 3. Waste Diversion/Segregation - waste mgmt bylaw updated; curbside carts and levy deploy in April; community cardboard depot pilot for April 	2025	70%	Director of IPS
Update the land development plan and zoning bylaw.	Update zoning bylaw to include penalties, legal addressing, and flood zoning.	Zoning bylaw engagement underway. Flood zone maps finalized in March	2025	95%	Director of IPS

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
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Develop and implement an asset management program	Asset management adoption for Rec. Rollout for IPS and PS	Deployed to Rec.	2025	45%	Director of IPS
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Institute approved flood and wildfire recovery and mitigation plans to repair and rebuild town infrastructure while reducing the impact of future events

Develop and implement flood recovery and mitigation plans.	Complete Phase 2 and 3 of West Channel Shoreline Protection project. Complete retrofit of Lift Station 1 Complete Paradise Road repairs. Execute storm repair and backflow prevention installs. Complete detailed design for Airport Road raising Complete flood zone maps and integrate into zoning bylaw	1. West Channel Shoreline Protection - Phase 2 partially completed 2. Lift Station 1 - contract issued; procurement underway 3. Storm Repair - fee letter received 4. Airport Road - climate lens study underway 5. Paradise Road -arborist assessment completed	2025	55%	Director of IPS
Develop and implement wildfire recovery and mitigation plans.	NFTI remediation. Airport Road / Lagoon Road brushing of easements, road repairs, and drainage repairs. Cleanup of firebreak Oxbow area firesmarting Update of Community Wildfire Protection Plan through ECC Climate Adaptation Plan Development	1. NFTI Remediation - funding secured; project manager assigned 2. Lagoon Road assessed by arbourist 3. Paradise Road - arbourist assessment completed; funding requested	2025	40%	Director of IPS
Update planning, mapping, and bylaws to guide land and infrastructure development and flood mitigation strategies.	Complete flood probability mapping. Update zoning bylaw to include changes to flood zones.	1. Flood Mapping - probability maps to be approved in March. Project initiated for inclusion in zoning bylaw	2025	70%	Director of IPS

Consider how best to meet ongoing climate change-related issues that will impact Hay River

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
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Develop a Climate Adaptation Plan that includes fire, water, and other damage eventuality impacts.	Secure funding and develop Community Climate Adaptation Plan.	FCM funding application submitted	2025	20%	SAO
Plan for the increasing likelihood and impact of extreme weather events.	Support development of new flood probability maps. Update of zoning and building bylaw to incorporate new flood zone mapping.	1. Flood Mapping - probability maps to be finalized in March 2. Zoning Bylaw - engagement underway	2025	65%	Director of IPS

Consider how agriculture will be supported within the town

Acquire title to lands identified in the Agriculture Plan.	Support indigenous governments' land settlements to remove barriers to land access.	None of the Town's applications for agricultural lands have been approved by ECC. Likely a result of unsettled land claims. ECC has invited Town to resubmit land application for Market Gardens area	2024	50%	Director of Corporate Services
Create a land use plan to support zoning and proper use of urban land for select agricultural uses.	Incorporate into scope of Agricultural Plan update project.	Partial funding secured through United Way. ITI application in April	2025	10%	Director of IPS
Identify that food security is a major benefit of urban agriculture.	Incorporate into scope of Agricultural Plan update project.	Partial funding secured through United Way. ITI application in April	2025	10%	SAO
Update the Agriculture Plan.	Enter into agreement with agricultural society to update Agricultural plan.	Partial funding secured through United Way. ITI application in April	2025	10%	SAO

Partner to deliver diverse and accessible community supports

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
Develop partnerships with various community groups to coordinate on organizing community events.	Develop Spirit Awards Partnerships	Spirit Awards - partnerships established with several community groups Ongoing partnerships and support for recurring community events	2024	100%	Director of Recreation
Revitalize community groups and volunteerism through promotion of benefits and recognition of commitment.	Host Community Spirit Awards Gala Planning and partnerships with Beautification Committee Partnership with Youth Centre Support HR Golf Course for enhancement project	1. Spirit Awards - hosted event with recognition of many community groups and volunteers 2. Youth Centre - funding support provided; meeting held for partnership opportunities 3. Golf Club - funding, procurement, and project management support for project	2025	95%	Director of Recreation
Work towards supporting the mental and physical health of Hay River residents					
Establish a Social Issues Committee that defines a community plan for improving mental health and addressing addictions issues.	Complete a Healthy Community Strategy to improve physical, mental, social, and environmental health conditions in Hay River	Committee established	2024	100%	SAO
Promote a strategy based on supporting mental health and preventing issues arising from mental health challenges.	Execute priorities of the Healthy Community Strategy to improve physical, mental, social, and environmental health conditions in Hay River	1. Healthy Community Strategy - prioritized initiatives for implementation	2025	100%	SAO

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
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Support healthy lifestyles that come with a community focused on recreation and the outdoors.	Complete Bob McMeekin park, Porritt Landing, and Vale Island Multi Use park projects. Support Golf Course enhancements. Complete Dog Park construction Execute trail and greenspace plan	1. Trails and Greenspace Plan - funding received for Oxbow firesmaring 2. Golf Course - funding received; procurement of greens completed; project management underway 3. Dog Parks - contracts awarded for construction	2025	90%	Director of Recreation
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Consider the use of incentives and the removal of barriers to the provision of diverse housing options for Hay River

Develop and implement the Community Housing Plan.	Implement the Housing Plan initiatives identified for completion in 2024.	1. Housing Development Grant - multifamily grant call for applications issued 2. Housing Committee - advertised 3. Fraser Place - lot sales executed 4. Zoning bylaw - various updates underway to support housing plan 5. Housing Incentives - vacant and undeveloped land strategy drafted	2025+	80%	SAO
Explore creative housing development options with partners within the community.	Incentivize development of multifamily and vulnerable sector housing. Zoning bylaw update to increase housing development allowances	1. Zoning bylaw - engagement initiated for increased housing allowances 2. Residential Housing Grant - first call for multifamily development applications opened 3. Additional Dwelling Units - guidelines under development	2025+	80%	SAO

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
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Identify how to use urban space more effectively for housing

Create zoning allowances that permit homeless shelters or transitional housing	Increase zoning allowances through zoning bylaw update	Zoning bylaw engagement underway	2023	80%	Director PWS
Modify zoning bylaws to allow for increased residential density.	Increase density allowances through zoning bylaw update	Zoning bylaw engagement underway	2024	80%	Director PWS
Encourage urban infill options on existing residential land.	Execute infill strategies identified in Housing Plan.	1. Residential Housing Grant - grants to promote housing infill and density increases open 3. Vacant Land - draft strategies to address vacant and underdeveloped land completed	2025	80%	SAO
Update and enforce unsightly and abandoned premises bylaws more strictly.	Complete update to unsightly bylaw with inclusion of derelict properties terms. Increase prioritization of bylaw enforcement for unsightly properties.	1. Unsightly Bylaw - draft updates completed 2. Prioritized enforcement of Unsightly Bylaw during the summer	2024	70%	Director of PS

Promote Hay River as the tourism destination of the North

Create and maintain tourist-friendly public locations within the town.	Complete Bob McMeekin Park enhancements. Support enhancements to the Hay River Golf Course	1. Bob McMeekin Park - 95% completion. Fire pits to be completed in summer 3. Golf Course - funding secured; greens procured	2024	95%	Director of Recreation
Develop a range of tangible and digital products that can be used to promote Hay River as a tourism destination.	Complete the development of the Hay River Tourism website. Produce and install wayfinding signage	1. Tourism website - updating platform ahead of launch 2. Wayfinding Signage - final signage to be installed in summer	2024	90%	Director of Recreation

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
Partner with other communities and organizations to create, promote, and assist with organizing regional events that would attract visitors for business or recreational purposes.	Partner with the Chamber of Commerce to revitalize the regional trade show. Meet with local parties to discuss opportunities for hosting jet boat championships in future years. Meet with Territorial bodies to discuss opportunities to host an annual conference.		2025	90%	Director of Recreation
Promote 'Destination Hay River' to people who live in Southern Canada.	Launch tourism website with attractions, activities and itineraries. Attend the Calgary Outdoor Adventure show.	1. Tourism website - to be launched by May	2025	40%	Director of Recreation
Promote Hay River as the most desirable place to live and set up a business in the Northwest Territories					
Complete the electrical services franchise agreement with the Northwest Territories Power Corporation.	Complete the franchise agreement with NTPC.	Purchase and Sale agreement and franchise agreement executed	2025	100%	SAO
Conduct a survey to determine what barriers exist to establishing and maintaining a business in Hay River Develop and implement a town Economic Development plan in partnership with business and Indigenous groups.	Develop an Economic Development plan that includes engagement with business and indigenous groups.	Agreement executed for plan development	2025	10%	SAO

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
<p>Include beautification of the town in all development plans and projects. This includes updating or upgrading areas such as Bob McMeekin Chamber Park, Fraser Place trails, Old Town Connector Trail, and various other trails within the community.</p>	<p>Complete landscaping for Old Town Hall, Capital Drive. Incorporate into West Channel Shoreline Protection project. Incorporate into Lift Station 1 project</p>		Jul-05	70%	Director IPS
<p>Partner with local business to reinvigorate the chamber of commerce.</p>	<p>Hold meetings with Chamber to discuss a plan for membership engagement.</p>	<p>Lobbying of current Chamber executive to organize meetings.</p>	Jul-05	50%	SAO
<p>Focus on the operational and fiscal sustainability of the Town</p>					
<p>Develop a long-term fiscal sustainability plan for operations, capital, and reserves that is funded through the use of diverse funding sources and partnerships with other governments.</p>	<p>Lobby MACA for core funding policy changes. Identify and advance infrastructure partnership opportunities with indigenous governments. Advance Mutal Aid Agreements with neighbouring communities for Emergency Services. Review water/sewer rates and subsidies for Hay River and communities served by WTP Secure major third party funding for Golf Course Enhancements, Lift Station 1, Airport Road, NFTI cleanup, new solid waste facility, new water treatment plant</p>	<p>1. Met with MACA to discuss changes to core funding policies. Received an increase in 2024; expect additional funds through policy update. 2. Water/Sewer Rates - meeting held with MACA 3. Funding secured for Golf Course, Airport Road, NFTI, Lift Station 1 4. Introduction of solid waste levies</p>	2025	70%	Director of Corporate Services

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
Ensure that the Town is supported through a set of current and reliable bylaws and policies.	Updates to: Waste Management Bylaw Chase the Ace Unsightly Properties Bylaw Land Administration Bylaw Fees and Charges Bylaw Cemetery Bylaw Animal Control Bylaw Zoning Bylaw Public Behaviour	<ol style="list-style-type: none"> 1. Unsightly Bylaw - draft updates completed 2. Land Admin Bylaw - updates to development timelines completed 3. Waste Mgmt Bylaw - updates for curbside cart, levies, and waste mgmt 4. Fees and Charges - updates to Water/Sewer rates; update to chase the ace, solid waste levies 5. Chase the Ace - updated to include electronic processes, sales period, etc 6. Zoning - project initiated for flood mapping, campshacks, temporary shelters, densification, etc 	2025	80%	SAO
Implement efficiencies in town operations.	Implement electronic payroll system to reduce errors, improve workflow, and reduce duplication of effort. Execute findings of Public Works review. Work with solid waste collection contractor to automate collection.	<ol style="list-style-type: none"> 1. Public Works Service Review - implementing transition plan 2. Residential Waste - automated curbside cart program rollout in April 3. Asset Mgmt System - rolled out Recreation 5. Electronic Payroll - implemented in March 	2025	70%	SAO

Ensure that the Town of Hay River is a place people want to work

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
Employ workforce planning programs in Town departments that encourages training, professional development, and retention of quality staff.	Develop training plans for all employees with emphasis on those identified in succession plans. Execute HRFD and PWS service improvements.	1. Health and Safety training system developed and implemented 4. PWS organizational review - new design approved. Implementing	2024	70%	Director of Corporate Services
Build a strong safety culture among people who work for the Town.	Release and training on new health and safety management program. Development of safe job procedures and reporting. Secure internal/external resources to support adoption and compliance with program.	1. Occupational Health & Safety Program rollout occurred in February. Continuing to develop safe job procedures and training programs	2025+	75%	Director of PS
Create a town succession plan that includes actively recruiting staff who will thrive in Hay River.	Completion of succession plans for critical positions.		2025	40%	Director of Corporate Services
Build deep engagement between the Town and its citizens					
Consider how to involve citizens more deeply in Town and council work.	Create advisory committees to support key Council priorities such as housing, and economic development. Inclusion of Indigenous Govts in Council Committees Public meetings for Healthy Communities, Curbside Cart/Levies. Public engagement for Zoning Bylaw, Agriculture Plan, Economic Development Plan.	1. Ec Dev, Rec and Housing Committees established and advertised for members 2. Added Indigenous Govts to Terms of References for Committees 3. Healthy Communities Committee public meeting in March 4. Public meeting for Curbside Carts/Levies held	2025	60%	SAO

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
Engage with citizens to identify and quickly resolve issues of mutual concern.	Review Council liaison and committee listing to identify any gaps in community group engagement and Council reporting.	<ol style="list-style-type: none"> 1. Ec Dev, Rec and Housing Committees established and advertised for members 2. Added Indigenous Govts to Terms of References for Committees 3. Healthy Communities Committee public meeting in March 4. Public meeting for Curbside Carts/Levies held 	2025+	65%	SAO
Publish public documents and information in a timely fashion.	Develop departmental public communication plan and content to support its execution. Update THR website.		Jul-05	65%	SAO
Partner with other governments on issues of mutual interest					
Advocate for issues of local or regional benefit to the territorial and federal governments with partners such as the Northwest Territories Association of Communities (NWTAC) and the Federation of Canadian Municipalities (FCM).	Advocate the GNWT for increased funding to address the municipal funding gap. Advocate for Canada Summer Jobs funding for THR. Submit resolutions to the NWTAC to advance local needs. Partner on advancing local health and housing issues. Advocate for CN rail restoration.	1. Funding Gap - communications and meetings with MACA and MLAs on core funding policies; some increases to funding	2025	60%	Council
Progress land settlement agreements with local Indigenous governments.	Secure funding to support advancement of land settlements and municipal service agreements. Execute MOUs with indigenous governments to demonstrate commitment to land settlement.	Letter and meetings with GNWT issued to request support for land settlements	2025+	15%	Council

Goal/Tactic (Bold Tactics High Priority in 2024)	2025 Prioritized Activities	March 2025 Activity Update	Planned Completion	Percent Complete	Lead
Strengthen relationships with local Indigenous groups.	Partner with a local indigenous government on upgrades/replacement of a recreation park. Discuss indigenous partnerships for shared infrastructure replacement - WTP; landfill. Develop a plan to advance reconciliation and the Calls to Action. Include local indigenous governments in all committees of Council	<ol style="list-style-type: none"> 1. Addition of local indigenous governments on all Committees of Council 2. New Water Treatment Plant - presentations and consultation with all local indigneous governments 3. West Channel Shoreline Protection - WPFN involvement in project governance. Letter of support for WPFN flood mitigation funding 	2025	60%	Council



Bylaw No. 2465

11a) Amendment to Fees and Charges Bylaw

BY-LAW NO. 2465
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

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

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

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

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

APPLICATION

1. That Bylaw 2431 & 2450A, as amended, is hereby amended by deleting the following parts and replacing them with the Schedules attached hereto:
 - a. Deleting Part 6d) of Schedule "B" of Bylaw No. 2431, as amended, and replacing with Part 6d) of Schedule "A" attached hereto;
 - b. Deleting Part 9 of Schedule "A" of Bylaw No. 2450A, as amended, and replacing with Part 9 of Schedule "A" attached hereto;
2. This bylaw will take force and effect upon its final reading.

THIS BY-LAW READ A FIRST TIME this 10th day of March, 2025 A.D.

Mayor

THIS BY-LAW READ A SECOND TIME this 10th day of March, 2025 A.D.

Mayor

BY-LAW NO. 2465
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

THIS BY-LAW READ a Third and Final Time this day of March, 2025 A.D.

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the Cities, Towns and Villages Act, S.N.W.T., 2003, and the bylaws of the Municipal Corporation of the Town of Hay River this day of March, 2025.

Senior Administrative Officer

BY-LAW NO. 2465
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

SCHEDULE A
PART 6 – Licensing Fees

a) Chase the Ace Lottery Licensing

Item	Fee
License Application	\$75.00
License Amendment	\$25.00
Total Prize Amount	
Less than \$1000	\$0
Between \$1000 and \$6999	\$75.00
Between \$7000 and \$19,999	\$300.00
Between \$20,000 and \$49,999	\$1500.00
Between \$50,000 and \$99,999	\$3000.00
More than \$100,000	\$5000.00

**BY-LAW NO. 2465
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER**

SCHEDULE A

PART 9 –Tipping Fees

With the exception of Solid Waste Contractors disposing of Residential Waste, the fees set out in this Part shall be payable by all Persons using the Town’s Solid Waste Facility as set out below.

All terms used in this Part shall have the meanings given to them in the Town’s *Waste Management By-law*, Bylaw No.2466/IPS/25 Further, as applicable, all fees payable pursuant to this Part shall be subject to the regulations set out within the Town’s *Waste Management By-law*, Bylaw No. 2466/IPS/25

Residential Fees

Item	2024	2025	2026
Waste Levy (Monthly)	-	\$18	\$25
Corridor Solid Waste Levy (Monthly)	-	\$8	\$11
Residential Waste	\$0	\$0	\$0
Non-Contaminated Clean Fill	\$0	\$0	\$0
Non-Contaminated Dirty Fill	\$10/tonne (minimum \$10)	\$10/tonne (minimum \$10)	\$10/tonne (minimum \$10)
Construction Waste (per 100 kg)	\$7 (minimum \$10)	\$8 (minimum \$10)	\$10 (minimum \$10)
Paint, Used Oil, & Antifreeze (per 100kg)	\$7/kg (minimum \$10)	\$8/kg (minimum \$10)	\$10/kg (minimum \$10)
Mattresses	\$10	\$10	\$10
Vehicle Disposal – drained (per vehicle)	\$140	\$180	\$200
White Goods (each)	Refrigerator/Freezer - \$60 Other - \$40	Refrigerator/Freezer - \$65 Other - \$45	Refrigerator/Freezer - \$70 Other - \$50
Propane Tank (up to 40 pounds) – emptied	\$10	\$20	\$20
Propane Tank (over 40 pounds; up to 100 pounds) – emptied	\$25	\$30	\$30
Oil Tanks (up to 250 gallon) - emptied	\$70	\$80	\$90
Tanks (greater than 250 gallon) emptied	\$90	\$115	\$125
Tires (per tire)	Less than 20" - \$10 Greater than 20" - \$15 With rims – additional \$25	Less than 20" - \$10 Greater than 20" - \$15 With rims – additional \$25	Less than 20" - \$10 Greater than 20" - \$15 With rims – additional \$25

BY-LAW NO. 2465
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER

Lead Acid Batteries	\$10	\$10	\$10
All other Waste (per X unit)	\$-	\$10	\$10

Commercial Fees

Item	2024	2025	2026
Commercial Waste (per 100kg)	\$10(minimum \$30)	\$13(minimum \$30)	\$15(minimum \$30)
Vehicle Disposal – drained (per vehicle)	\$140	\$180	\$200
White Goods (each)	Refrigerator/Freezer - \$60 Other - \$40	Refrigerator/Freezer - \$65 Other - \$45	Refrigerator/Freezer - \$70 Other - \$50
Propane Tank (up to 40 pounds) – emptied	\$10	\$20	\$20
Propane Tank (over 40 pounds; up to 100 pounds) – emptied	\$25	\$30	\$30
Oil Tanks (up to 250 gallon) – cut in half and emptied	\$70	\$80	\$90
Oil Tanks (greater than 250 gallon) cut in half and emptied	\$90	\$115	\$125
Non-Contaminated Clean Fill	\$0	\$0	\$0
Non-Contaminated Dirty Fill	\$20/tonne (minimum \$20)	\$20/tonne (minimum \$20)	\$20/tonne (minimum \$20)
Tires (per tire) - Tires with diameter greater than 48” not accepted	Less than 20” - \$10 Greater than 20” up to 48” - \$15 With rims – additional \$25	Less than 20” - \$10 Greater than 20” up to 48” - \$15 With rims – additional \$25	Less than 20” - \$10 Greater than 20” up to 48” - \$15 With rims – additional \$25
Lead Acid Batteries	\$10	\$10	\$10
Commercial Waste from outside of Town boundaries (per tonne) <i>(requires prior approval from the Senior Administrative Officer)</i>	\$130	\$145	\$160
All other Waste (per X unit)	\$-	\$10	\$10

**BY-LAW NO. 2465
MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER**

Katlochee First Nation Fees

Item	2024	2025	2026
Katlochee First Nation Fixed Levy (per month)	\$3000	\$3400	\$3400

Supplementary Tipping Rates

During any period that a weighing scale at the Solid Waste Facility is inoperable or unavailable, the following Supplementary Tipping Rates will apply to any loads that otherwise would be subject to fees calculated on a weight basis.

Type	2024	2025	2026
Residential	\$13/m ³ (minimum \$10)	\$14/m ³ (minimum \$10)	\$15/m ³ (minimum \$10)
Commercial	\$24/m ³ (minimum \$30)	\$25/m ³ (minimum \$30)	\$25/m ³ (minimum \$30)



Bylaw No. 2466/IPS/25

11b) Solid Waste Management Bylaw

TOWN OF HAY RIVER
WASTE MANAGEMENT BYLAW
BYLAW NO. 2466/IPS/25

A BYLAW of the Municipal Corporation of the Town of Hay River (the "Town") in the Northwest Territories to provide for the management of waste, which includes the collection, transportation and disposal of waste;

WHEREAS the Town deems it desirable and in the public interest to manage and regulate waste and litter within its municipal boundaries;

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER enacts as follows:

SHORT TITLE

1. This Bylaw may be cited as the "Waste Management Bylaw".

PART 1 –DEFINITIONS & RULES FOR INTERPRETATION

DEFINITIONS

2. In this Bylaw the following terms, phrases, and their derivatives shall have the following meanings:

<i>"Beverage Container"</i>	has the meaning given to it in the <i>Beverage Container Regulations</i> , R-067-2005;
<i>"Biomedical Waste"</i>	has the meaning given to "waste" in Part 31 of the OHSRs;
<i>"Child"</i>	means a natural person fourteen (14) years of age or younger;
<i>"Commercial Property"</i>	means, subject to any designation by the SAO under their powers in Section 5, any Property that is not a Residential Property; for greater certainty, "Commercial Property" includes Multi-family Properties;
<i>"Commercial Receptacle"</i>	means any receptacle used to receive and store Commercial Waste at a Commercial Property;
<i>"Commercial Waste"</i>	means all Solid Waste generated on any Commercial Premise, but does not include any Special Waste so generated;
<i>"Construction Site"</i>	means any location where "construction", as that word is defined in the OHSRs, is being performed;
<i>"Construction Waste"</i>	means any Solid Waste that is generated at or collected from a Construction Site, but does not include Special Waste;
<i>"Corridor"</i>	means the area within the Town that is south of the junction of "Hay River Highway No. 2" and "Fort Smith Highway No. 5", as those

highways are defined in the *Highway Designation and Classification Regulations*, R-047-92;

- "Council" means the Council of the Town;
- "CTVA" means the *Cities, Towns and Villages Act*, SNWT 2003, c 22;
- "Dwelling Unit" has the meaning given to it in the Zoning Bylaw, except that such unit must only be used primarily, not exclusively, as a residence or living quarters; for greater certainty, however, "mixed-use developments" as that term is defined in the Zoning Bylaw are excluded from this definition;
- "Electronics" has the meaning given to it in the *Electronics Recycling Regulations*, R-071-2015;
- "Facility Attendant" has the meaning given to it in Section 16(3);
- "Fees Bylaw" means the Town's *Fees and Charges Bylaw* No. 2431;
- "Fire Bylaw" means the Town's *Fire Prevention Bylaw* No. 2238/PS/24;
- "Fire Permit" means a fire permit issued under the Fire Bylaw;
- "Garbage Receptacle" has the meaning given to it in Section 12(3);
- "Hazardous Waste" means any "hazardous substance", as that term is defined in the OHSRs, that is also Waste, including any such Waste that is also Liquid Waste;
- "Inspector" has the meaning given to it in Section 6(1) of this Bylaw;
- "Litter Receptacle" means any receptacle used for any purposes under Section 14, but excludes any Garbage Receptacle or Commercial Receptacle;
- "Liquid Waste" means any Waste that has free liquids;
- "Multi-family Property" has the meaning given to "housing, multiple unit" in the Zoning Bylaw, except that it excludes townhouses and "housing, row housing", as such term is defined in the Zoning Bylaw;
- "Occupier" means any Person that occupies or appears to occupy a Property or any part thereof, including a tenant, other than an Owner;
- "OHSRs" means the *Occupational Health and Safety Regulations*, R-039-2015;

<i>"O&M Plan"</i>	means the current Solid Waste Facility Operation and Maintenance Plan approved by the Mackenzie Valley Land and Water Board under the Town's Water Licence;
<i>"Owner"</i>	has the meaning given to "assessed owner" in PATA;
<i>"PATA"</i>	means the <i>Property Assessment and Taxation Act</i> , RSNWT 1988, c P-10;
<i>"Person"</i>	includes natural persons, corporations, societies, cooperatives, government entities, partnerships, and unincorporated associations or other groups of persons acting in concert;
<i>"Property"</i>	has the meaning given to "assessed property" in PATA;
<i>"Public Lands"</i>	means any and all land under the ownership, custody, or control of the Town, and, for greater certainty, includes roads and sidewalks;
<i>"Residential Property"</i>	means, subject to any designation by the SAO under their powers in Section 5, any Property that consists of two or fewer Dwelling Units with shared waste collection, but, for greater certainty, this excludes "mixed-use developments" and includes townhouses and "housing, row housing", as such terms are defined in the Zoning Bylaw;
<i>"Residential Waste"</i>	means Solid Waste originating from Residential Properties, including Yard Waste, but not including any Special Waste so originating;
<i>"SAO"</i>	means the Senior Administrative Officer of the Town or their designate(s);
<i>"Solid Waste"</i>	means any Waste other than Liquid Waste and Special Waste;
<i>"Solid Waste Contractor"</i>	has the meaning given to it in Section 11(1);
<i>"Solid Waste Site"</i>	means a place designated as such by the SAO per their powers in Section 5;
<i>"Special Waste"</i>	means, subject to any designation by the SAO under their powers in Section 5, any material, object, or Waste listed in Section 13;
<i>"Tipping Fees"</i>	means those fees listed in Part 9 of Schedule B of the Fees Bylaw;
<i>"Town"</i>	means the Municipal Corporation of the Town of Hay River and/or the geographical area contained within the boundaries thereof as context requires;

“Vehicle”	includes, whether registered or unregistered, any “vehicle” (as such term is defined in the <i>Motor Vehicles Act</i> , RSNWT 1988, c M-16), “all-terrain vehicle” (as such term is defined in the <i>All-Terrain Vehicles Act</i> , RSNWT 1988, c A-3), “aircraft” (as such term is defined in the <i>Aeronautics Act</i> , RSC 1985, c A-2, except that in this Bylaw this term shall exclude any “small remotely piloted aircraft” as such term is defined in the <i>Canadian Aviation Regulations</i> , SOR/96-433), a “vessel” (as such term is defined in the <i>Canada Shipping Act</i> , 2001, SC 2001, c 26), and any/all like conveyances or devices;
“Waste”	means any solid or liquid material or product or combination of them that is intended to be treated or disposed of or that is intended to be stored and then treated or disposed of;
“Waste Levy”	has the meaning given to it in Section 17(4);
“Water and Sewer Bylaw”	means the Town’s <i>Water and Sewer Bylaw</i> , No. 1786;
“Water Licence”	means the current water licence(s) issued to the Town by the Mackenzie Valley Land and Water Board under the <i>Mackenzie Valley Resource Management Act</i> , SC 1998, c 25, that regulates the operations of the Town’s Solid Waste Sites and/or other Waste management operations;
“White Goods”	means a metal bathtub and any large household appliance; including refrigerators, freezers, stoves, dishwashers, air conditioners, washing machines, clothes dryers, and hot water heaters;
“Yard Waste”	means waste from gardening or horticultural activities and includes grass clippings or cuttings, shrubbery, prunings (excluding large tree branches, stumps, roots, and logs), leaves, and weeds; and
“Zoning Bylaw”	means the Town’s <i>Zoning and Building Bylaw</i> , No. 2444-22b.

3. RULES FOR INTERPRETATION

- (1) This Bylaw includes the Schedules annexed hereto, and these Schedules form part of this Bylaw.
- (2) All words and phrases in this Bylaw shall be interpreted with such changes in grammar, number, and gender as context requires.

- (3) In this Bylaw, “includes”, “including”, and all similar words and phrases shall be interpreted non-exclusively and read to mean, “includes, but not limited to”, “including, but not limited to”, and the like.
- (4) Any marginal notes and headings in this Bylaw are for reference purposes only and shall not affect the interpretation of this Bylaw.
- (5) Any Act, Regulation, or bylaw or section or other subdivision thereof that is referred to in this Bylaw shall be interpreted as including any amendments thereto and any successor Act, Regulation, or bylaw or section or other subdivision thereof thereto.
- (6) Each provision of this Bylaw is independent of all other provisions. If a Court of competent jurisdiction declares any provision invalid for any reason, all other provisions of this Bylaw shall remain valid and enforceable, and the Bylaw shall be interpreted as such.
- (7) Nothing in this Bylaw shall be deemed to nullify, amend, supersede, or repeal any provisions of the bylaw(s) relating to fires or the provision of emergency services, but in the event of any conflict between such bylaws and this Bylaw, unless this Bylaw contains a more stringent provision than the conflicting bylaw, the provisions of this Bylaw shall be modified only to the extent necessary to give effect to the fire or other emergency response bylaw(s).
- (8) Any reference to the Town or any other Person includes the employees, officers, contractors, agents, and/or other personnel of the Town or that Person as context requires.
- (9) In this Bylaw, the word “shall” is always mandatory and not merely directory.
- (10) Any word not defined in this Bylaw but defined in the *Interpretation Act*, SNWT 2017, c 19, or the CTVA shall have the definition given to it in these Acts, and, if not defined in either of these Acts, shall be given their common and ordinary meaning.

PART 2 – ADMINISTRATION

4. BYLAW OFFICERS

- (1) Every Person appointed to the positions of SAO, Inspector, and Facility Attendant is a “bylaw officer” under Section 137 of the CTVA for the purposes of this Bylaw.

5. AUTHORITY OF SAO

- (1) In addition to those powers, duties, and functions elsewhere in this Bylaw, the SAO may:
 - (a) subject to the provisions of the Water Licence and O&M Plan, decide whether any material or kind of Waste not classified in this Bylaw is suitable for disposal in a Solid Waste Site or as Residential or Commercial Waste;
 - (b) specify any supplemental terms and conditions of using a Solid Waste Site, including setting its opening and operating hours;
 - (c) specify any supplemental terms and conditions of using any Waste collection services offered or provided by the Town or a Solid Waste Contractor;
 - (d) designate Solid Waste Sites;
 - (e) designate sites and receptacles for the disposal of any kinds of recyclable Wastes;
 - (f) subject to the rules and requirements of the Water Licence and O&M Plan, designate materials not so designated by this Bylaw as Special Waste;
 - (g) designate a Property falling within the definition of Residential Property as a Commercial Property and a Property falling within the definition of Commercial Property as a Residential Property for any purpose(s) of this Bylaw;
 - (h) determine the time and frequency of Residential Waste and other Waste collection;
 - (i) establish specific dates from time to time when specifically designated types of Special Waste may be set out for collection and any terms and conditions therefor;
 - (j) establish systems for billing and collecting rates, fees, and charges; and
 - (k) delegate any of their powers, duties, or functions under this Bylaw to employees of the Town.

6. INSPECTOR

- (1) The SAO may designate employees of the Town as Inspectors to exercise the powers, authorities, and obligations of an Inspector set out in this Bylaw. Unless the SAO delegates the position to another employee of the Town, the SAO shall be an Inspector.
- (2) Subject to any applicable rules in this Bylaw and the CTVA, an Inspector may inspect any place or thing where Waste is or is reasonably believed to be present or where they have reason to believe any Person or thing may not be in compliance with any provision of this Bylaw.

- (3) Subject to any applicable rules in this Bylaw and the CTVA, an Inspector may initiate such remedial action necessary or prudent to remedy any contravention of any provisions of this Bylaw.
- (4) Subject to the rules and requirements for the same in the CTVA, if an Inspector determines that a Person or any condition on or in any Property or thing they are or appear to be responsible for is contravening a provision of this Bylaw, the Inspector may issue written orders under Section 144 of the CTVA to any such Person that direct such Person to take any action or measure necessary to remedy the contravention and/or to prevent a reoccurrence of it.
- (5) Subject to the rules and requirements for the same in the CTVA and any relevant order, in the event any Person subject to such order fails to comply with it in part or in whole, the Town may take any actions or measures necessary to remedy any contraventions described in such order or to prevent a recurrence of such contraventions.
- (6) Failure to comply with such an order is an offence.
- (7) Where this Bylaw authorizes or requires anything to be inspected, remedied, enforced, or done by the Town, an Inspector may, after giving reasonable notice to the Owner and/or Occupier of the land or structure affected:
 - (a) enter the land or structure at any reasonable time, and carry out the inspection, remedy, enforcement, or action authorized or required by this Bylaw;
 - (b) require anything to be produced to assist in the inspection, remedy, enforcement, or action; and
 - (c) make copies of anything related to the inspection, remedy, enforcement, or action.
- (8) An Inspector shall, on request, display or produce identification showing that they are authorized to make entry.
- (9) An Inspector authorized to perform a task under Subsection (7) need **not** give reasonable notice and may enter at any hour and perform a task referred to in Subsection (7) without the consent of the Owner or Occupier, if the Inspector or Council is of the opinion that:
 - (a) there is imminent danger to public health or safety; or
 - (b) the action is warranted by extraordinary circumstances.

7. RESPONSIBILITY FOR COSTS

- (1) Any Waste Levy charged pursuant to this Bylaw that has not been paid by the end of the fiscal year in which it has been levied, shall be a charge against the lands or premises of which the charges are levied, subject to the same penalties and collectable in the same manner as arrears of property taxes under PATA.
- (2) Where an Owner or Occupier of any Property or part thereof who is subject to an Inspector's order fails to comply with the order within the time specified therein, and the Town takes action or measures under Section 6(5), the Owner or Occupier shall be liable for the costs associated with all such actions or measures taken by the Town.
- (3) Further to Subsection (2), all expenses and costs incurred by the Town in taking any action or measures under Section 6(5) are a debt owing to the Town by the Person subject to any related order and may be recovered from such Person by civil action for debt or by charging it against the real property of which the Person is the assessed Owner in the same manner as arrears of property taxes under PATA; further all such expenses and costs shall be in addition to, and not a substitute for, any other penalties to which such Person may be subject under this Bylaw.

8. APPEALS

- (1) Any Person given an order under this Bylaw may appeal the same per the procedures for such an appeal in the CTVA.

9. AUTHORITY OF A SOLID WASTE CONTRACTOR

- (1) With respect to the collection of Waste, a Solid Waste Contractor has the authority to:
 - (a) inspect Waste set out for collection to determine if it contains Special Waste and if it and how it is set out otherwise conforms with the rules of this Bylaw; and
 - (b) refuse to collect Waste if it contains Special Waste or if it or how it is set out otherwise does not comply with the rules in this Bylaw.

PART 3 –WASTE COLLECTION, STORAGE, DISPOSAL, & FEES

10. PROHIBITIONS

- (1) No Person may dispose of Waste within or dispose of Waste originating within the Town except in accordance with this Bylaw.
- (2) Any Person whose Waste is not collected by the Town or a Solid Waste Contractor must either transport or make arrangements for the transport of their Waste to a Solid Waste Site or to a site outside of the Town where the relevant Waste can legally be disposed of.
- (3) Any Person must transport or arrange for the transportation of any and all Waste they are responsible for that is not accepted or acceptable at a Solid Waste Site to a site outside of the Town where the relevant Waste can legally be disposed of. Such Waste is not allowed to accumulate, and must be removed from Town within three (3) months of its creation or accrual.

11. CONTRACTING

- (1) Subject to the requirements of the CTVA, the Town may contract with any Person and may grant an exclusive or non-exclusive right to any Person or Persons for the collection, removal, disposal, and/or recycling of all or a portion of Waste generated in the Town on any terms and conditions that it deems to be prudent or convenient, and that Person or Persons shall be the Town's Solid Waste Contractor(s).

Waste Self-Disposal

- (2) Any Person may deliver and dispose of their own Waste at the Solid Waste Site during its normal hours of operation; however, for greater certainty, any Person so doing will be required to pay Tipping Fees for the same and will not be relieved of any applicable obligation to pay the Waste Levy.
- (3) The SAO may set rules regarding or prohibit entirely outdoor composting.

12. WASTE COLLECTION

Collection of Residential Waste

- (1) All collections services for Residential Waste are subject to the provisions, terms, and conditions for the same contained in this Bylaw; further, such provisions, terms, and conditions may be supplemented by any contract between the Town and/or a Solid Waste Contractor and any resident accepting or making use of such services.

- (2) The Town will, either itself or through a Solid Waste Contractor, collect Residential Waste in Town, except in the Corridor.
- (3) The Town will provide one (1) standard-sized (per specifications for the same set from time to time by the SAO) garbage receptacle (a "Garbage Receptacle") without any charge for the same to each Residential Property for the collection of Residential Waste.
- (4) Any Owner or Occupier that wishes to have more than one (1) Garbage Receptacle may make a request for one (1) additional Garbage Receptacles to the SAO (and no more), and such additional Garbage Receptacle will be provided by the Town within two (2) weeks of receiving the payment of the fee for the same as set out in the Fees Bylaw. All Owners and Occupiers shall ensure that they have sufficient Garbage Receptacles to prevent the accumulation of Waste on their Properties.
- (5) The Town is not responsible for any loss, damage to, or destruction of Garbage Receptacles. In the event the Garbage Receptacle provided to a Residential Property in the opinion of any of the SAO, an Inspector, a Solid Waste Contractor, or an Owner or Occupier, needs to be replaced (including for any reason listed in Section 12(11)(j) and for any other reasonable reason), the Town or its Solid Waste Contractor will provide a replacement Garbage Receptacle within two (2) weeks and will invoice the relevant Owner or Occupier for the cost.
- (6) Only Garbage Receptacle(s) provided by the Town may be used for the collection of Residential Waste by the Town or a Solid Waste Contractor.
- (7) Residential Waste set out for collection will not be collected if:
 - (a) it is in any receptacle other than a Garbage Receptacle;
 - (b) it is set out for collection outside any receptacle;
 - (c) it is not set out for collection by 8:00 AM on the scheduled collection day for the Residential Property in question;
 - (d) it contains anything prohibited by Section 12(25); or
 - (e) it is done in a manner that violates any of the rules contained in Section 12(11) or directions issued under Section 12(10).
- (8) No Person shall set out a Garbage Receptacle for Residential Waste collection before 6:00 PM on the day prior to the scheduled collection day for any Residential Property.
- (9) No Person shall leave Garbage Receptacles or Waste that has not been collected for any reason set out later than noon of the day following a scheduled collection day for any Residential Property.

- (10) Any provisions of this Bylaw notwithstanding, the SAO or any Solid Waste Contractor may give an Owner or Occupier directions in writing as to how and where their Garbage Receptacle(s) shall be placed for Residential Waste collection.
- (11) Unless otherwise directed by the SAO or the Solid Waste Contractor, every Owner and Occupier must ensure that a Garbage Receptacle that has been set out for collection:
- (a) is located at least one (1) metre from any obstruction (e.g. parked vehicles, trailers, poles, fire hydrants, snow piles, etc.);
 - (b) is directly in front of the Residential Property using it;
 - (c) is no further than thirty (30) centimeters from the curb or shoulder of the road;
 - (d) is not located under any obstruction that is less than three (3) metres above it;
 - (e) is on a reasonably level and even surface such that it will not be likely to fall over;
 - (f) is placed in an upright position with its front facing the road;
 - (g) is not overfilled and has the lid completely closed, but not chained, fastened, or locked shut;
 - (h) is not so heavy that it cannot be properly or easily lifted into a collection vehicle;
 - (i) is not chained, tied, or fastened to any other object;
 - (j) has not become so damaged as to render it unfit for purpose, unable to retain all Residential Waste placed into it, and/or unable to be properly, safely, or easily lifted into a collection vehicle;
 - (k) does not contain Residential Waste that is packed down such that it cannot fall out freely during collection; and
 - (l) is otherwise placed such that it does not impede or pose a hazard or difficulty to traffic or to anyone collecting Residential Waste from it.
- (12) The SAO may notify an Owner or Occupier of a Residential Property in writing that Residential Waste collection services to the same Residential Property will be suspended in whole or in part where:
- (a) the Waste Levy (or any part of it) or any other amount due under this Bylaw has not been paid with respect to the same Residential Property for more than sixty (60) days since any such Waste Levy or amount (or any part of either) has become due;
 - (b) an Owner or Occupier has been provided three (3) notices within any six (6) consecutive months that the Solid Waste Contractor has not collected their Waste because of any violations of this Bylaw; or

- (c) any Owners or Occupiers at the same Residential Property have together been sanctioned three (3) or more times under this Bylaw.
- (13) Suspension for the non-payment of amounts due under this Bylaw may continue indefinitely until such amounts are paid, and suspension for any other reason may continue for up to one (1) year.
- (14) An Owner or Occupier that receives a notice under Section 12(12) has thirty (30) days from the date of the notice to remedy the problem described in the notice, enter into an agreement with the Town to remedy the same problem, or to dispute in writing any assertions made in the notice; failure to do any of these things will result in the suspension of services described in the notice.
- (15) In the event that an Owner or Occupier that received a notice under Section 12(12) disputes it within the time allowed for the same, the SAO will provide that Owner or Occupier with a written response to their dispute within a further thirty (30) days. If the SAO does not agree with the Owner's or Occupier's dispute, then Residential Waste collection services will be discontinued as specified in the notice seven (7) days of the date of the SAO's response.

Collection of Commercial Waste

- (16) The Town does not collect Commercial Waste, nor has it engaged a Solid Waste Contractor to do so. That notwithstanding, Council may by bylaw contract with a Person to do such collections per Section 11(1).
- (17) All Owners and/or Occupiers of Commercial Properties shall arrange for the regular collection and disposal of Commercial Waste originating at each such Commercial Property, and each such Owner or Occupier shall at each such Commercial Property provide or arrange for the provision of sufficient Commercial Receptacles to handle the volume of Commercial Waste regularly produced at each such Commercial Property.
- (18) Commercial Receptacles must be capable of being closed and/or secured such that animals cannot easily get into them.
- (19) Collection of Commercial Waste must not occur less than every two (2) weeks at any Commercial Property.
- (20) A provider of Commercial Waste collection and/or disposal services may set reasonable terms for the same in any contract any Owner or Occupier of a Commercial Property enters into with it.

- (21) Every Owner or Occupier of a Commercial Property shall dispose of their Commercial Waste in the Commercial Receptacles provided by the Owner or Occupier for that purpose.
- (22) An Inspector may direct the Owner or Occupier of a Commercial Property to arrange for the provision of additional Commercial Receptacles at such Commercial Property if in the opinion of the Inspector the amount of Commercial Receptacles at such Commercial Property is insufficient to handle the volume of Commercial Waste that it regularly generates.

General Provisions, Terms, and Conditions Applicable to Waste Collection

- (23) Every Person shall, immediately upon discovery or otherwise within twelve (12) hours of it occurring, clean-up and dispose of any Waste scattered or spilled by animals or any other means.
- (24) The Town will not be responsible for any damage to roads or infrastructure on a private site resulting from the operation of Waste collection vehicles during any Waste collection activity at that private site.
- (25) No Person shall place into a Garbage Receptacle, Commercial Receptacle, or Litter Receptacle any of the following:
 - (a) hot ashes or burning matter;
 - (b) sharp objects (e.g. broken glass, nails, knives, metal, wood splinters, etc.) that are not bagged or otherwise contained within the Garbage or Commercial Receptacle; or
 - (c) Special Waste.
- (26) The Town and its Solid Waste Contractor do not collect Waste objects too large to fit into a Garbage Receptacle or a Commercial Receptacle. Such Waste objects must be delivered (or the delivery of the same arranged by) their owners to a Solid Waste Site.
- (27) Special Waste may be put out for collection when the Town has advertised an occasion on which a specified type of Special Waste will be collected by it or a Solid Waste Contractor, subject to compliance with any conditions in the advertisement. Additionally:
 - (a) Special Waste may not be placed in a Garbage Receptacle;
 - (b) Special Waste, other than large objects that would not fit in a Garbage or Commercial Receptacle, must be bagged or otherwise contained so that it remains in place where it has been set out, does not leak, and cannot be disturbed by animals, wind, or other natural occurrences; and

- (c) Special Waste shall otherwise be set out in the same manner and subject to the same rules as are specified in this Bylaw for Garbage Receptacles on a scheduled collection day.
- (28) When not set out for collection, every Garbage Receptacle and/or Commercial Receptacle shall be stored within the boundaries of the Property that it was provided for.
- (29) When not set out for Waste collection, Garbage Receptacles and Commercial Receptacles shall be stored, closed, and secured such that animals cannot open them and access their contents.
- (30) No Owner or Occupier shall permit Waste to unduly accumulate on their Property.
- (31) If any Garbage Receptacle is deemed to need to be replaced per Section 12(5), the Owner or Occupier of the Residential Property it was provided for must transport it to and dispose of it at a Solid Waste Site themselves within thirty (30) days of notification of the same.

13. SPECIAL WASTE

Hazardous and Liquid Waste, Other Special Wastes

- (1) For greater certainty, Hazardous Waste and Liquid Waste are Special Waste.
- (2) No Hazardous Waste or Liquid Waste will be accepted at a Solid Waste Site, other than the following:
 - (a) Antifreeze/glycols;
 - (b) Freon;
 - (c) Ozone-depleting substances;
 - (d) Mercury;
 - (e) Fluorescent light bulbs;
 - (f) Solvents/household chemicals;
 - (g) Used oil;
 - (h) Waste fuel;
 - (i) Petroleum-based lubricants;
 - (j) Paint;
 - (k) Oil tanks;
 - (l) Oil and fuel drums;
 - (m) Propane tanks;
 - (n) Lead acid batteries; and

- (o) Subject to the rules and requirements of the Water Licence and O&M Plan and elsewhere in this Bylaw, any other object, material, or Waste classified as Special Waste and approved for acceptance at a Solid Waste Site by the SAO.
- (3) Vehicles are only accepted at Solid Waste Sites if they have been drained of all Hazardous and Liquid Wastes.
- (4) White Goods are accepted at Solid Waste Sites.
- (5) Scrap metal is accepted at Solid Waste Sites.
- (6) Tires are accepted at Solid Waste Sites.
- (7) Waste objects too large to fit into a Garbage Receptacle or Commercial Receptacle must be transported to and disposed of at a Solid Waste Site.
- (8) Section 13(9)(i) notwithstanding, and subject to the rules and requirements of the Water Licence and O&M Plan, the SAO may designate an area within a Solid Waste site for the acceptance of hydrocarbon-contaminated soil, snow, and water.

Unacceptable Waste

- (9) The following kinds of materials/Waste will not be accepted at a Solid Waste Site and may not be placed into a Garbage Receptacle, Commercial Receptacle, or Litter Receptacle:
 - (a) Biomedical Waste;
 - (b) Biosolids/honey bags;
 - (c) Hazardous Waste originating from Commercial Properties;
 - (d) Hazardous Waste originating from Construction;
 - (e) Animal carcasses;
 - (f) Waste originating from agriculture;
 - (g) Waste originating from industrial processes;
 - (h) Electronics;
 - (i) Hydrocarbon-contaminated soil, snow, and water;
 - (j) Asbestos; and
 - (k) Any Hazardous Waste not specifically allowed by this Bylaw or an approval of the SAO.

Construction Waste

- (10) Any Person operating a Construction Site shall:

- (a) remove from any portion of any street and/or any other public place, adjacent to such work, all earth, rock, and/or Construction Waste that has been deposited thereon;
 - (b) maintain sufficient Commercial Receptacles within the Construction Site to contain all Construction Waste produced at such site and deposit all Construction Waste into them; and
 - (c) prevent Construction Waste from blowing onto or otherwise coming on other Properties or lands.
- (11) Construction Waste shall be separated as follows (for greater certainty, and subject to any rules elsewhere in this Bylaw, other Construction Waste does not need to be separated and may be disposed of as any other Solid Waste):
- (a) Wood;
 - (b) Concrete;
 - (c) Steel;
 - (d) Iron;
 - (e) Other metals;
 - (f) Insulation;
 - (g) Gypsum board and other gypsum products;
 - (h) Clay products;
 - (i) Uncontaminated soil; and
 - (j) Granular fill.

14. LITTER & LITTER RECEPTACLES

- (1) No Person shall litter by depositing, disposing of, or leaving Waste on or in any lands or waters within the Town.
- (2) Litter Receptacles placed on Public Lands by the Town shall only be used for the disposal of litter, and none of Residential Waste, Commercial Waste, nor Special Waste may be deposited into such a Litter Receptacle.
- (3) No Person may damage or remove a Litter Receptacle placed on Public Lands by the Town unless authorized to do so by the SAO.
- (4) Any Person that organizes and/or hosts an event on Public Land shall:
 - (a) provide Litter Receptacles within the event area a minimum of one (1) 77-litre capacity Litter Receptacle for every fifty (50) people in attendance, or Litter Receptacles of a size and amount reasonably equivalent thereto;
 - (b) have Waste in such Litter Receptacles removed and/or collected either as soon as they become full or no less than once per day; and

- (c) have all the litter both within and having blown off the site collected as soon as is practicable once the event has ended, but in any instance no longer than four (4) hours after the event has ended.
- (5) In addition to any other penalty imposed by this Bylaw for a violation of Subsection (4), if a Person is convicted of an offence for the same, the SAO may ban such Person from organizing and/or hosting an event on Public Land for up to one (1) year after such conviction by providing written notice of the same to such Person.
- (6) The Owner or Occupier of a Commercial Property ordinarily open to the public in excess of 5,000 square feet or any other Commercial Property that an Inspector has directed in writing shall maintain Litter Receptacles on such Property that are:
 - (a) sufficient in number and volume to manage litter likely to be produced by members of the public on the Property, but in any case no less than one (1) Litter Receptacle per 1,000 square feet;
 - (b) in good condition to reliably store and retain Waste;
 - (c) weighted or anchored so they cannot be inadvertently overturned; and
 - (d) emptied into a Commercial Receptacle either when full or at least once per day.

15. RECYCLABLE MATERIALS

- (1) Notwithstanding the fact that the Town encourages the recycling of recyclable materials, a Person may, subject to any other rules in this Bylaw, dispose of such materials, including Beverage Containers, as Residential or Commercial Waste or litter.

16. SOLID WASTE SITE

Operations Subject to Water Licence and O&M Plan

- (1) All operations of the Solid Waste Site and all disposal of Waste thereat are subject to the rules and requirements in the O&M Plan and the Water Licence.
- (2) For greater certainty, in the event that any provision or application of this Bylaw is inconsistent with any provision of either of the O&M Plan or the Water Licence, the provision(s) of the O&M Plan and/or the Water Licence, as the case may be, shall control, and the relevant provision(s) or application(s) of this Bylaw shall be of no effect to the extent of any such inconsistency.

Authority of Facility Attendants

- (3) The SAO may appoint employees of the Town as Facility Attendants to perform all powers and duties of Facility Attendants under this Bylaw.

- (4) Facility Attendants may exercise the powers of an Inspector while present and working at a Solid Waste Site.
- (5) Every Person utilizing a Solid Waste Site shall obey all signs, posted regulations, and directions of the Facility Attendants.
- (6) Every Person seeking to enter a Solid Waste Site shall, upon request to do so by a Facility Attendant, declare the type or types of Waste that constitute their load for disposal.
- (7) A Facility Attendant may inspect any vehicle and/or load arriving at a Solid Waste Site for the purpose of ensuring compliance with the provisions of this Bylaw and such inspection can include automated radiation detection, visual and manual inspection, use of hand held test instruments, and/or the taking of samples for the purpose of laboratory or other further inspection.
- (8) A Facility Attendant may require pre-testing to be done on, or sampling to be done of, any Waste to confirm the acceptability of such Waste and/or to determine its composition.
- (9) When a load is selected for inspection, the Vehicle operator shall either comply with the directions of a Facility Attendant or shall immediately remove the load from the Solid Waste Site.
- (10) A Facility Attendant may, in addition to any other directions or action they consider prudent, instruct a Vehicle operator to deposit the load in a designated holding area, may request information regarding the nature and the source of the load, and may request that the Vehicle operator sign a statement confirming the accuracy of the information given.
- (11) A Facility Attendant may reject any Waste for any reason, including non-segregation of Waste when such segregation is required, Waste volume, Waste source, Waste contents, disposal capability of a Solid Waste Site, or prevailing weather.
- (12) Where a Facility Attendant or an Inspector rejects a load of Waste, he or she shall inform the Person proposing to dispose of such load, and that Person shall, as soon as it is practicable to do so, remove such load from the Solid Waste Site.
- (13) If the Person does not comply with the direction to remove and relocate the load as soon as is practicable, the Town may arrange for the immediate transport and proper disposal of the load and charge the costs of doing so to such Person.

- (14) Where a load is determined by a Facility Attendant or an Inspector to be unsuitable for disposal at a Solid Waste Site, the Person attempting to dispose of the load will be liable for all related costs incurred by the Town including:
- (a) inspection costs;
 - (b) laboratory analysis costs;
 - (c) hauling, disposal, and facility decontamination costs where applicable; and
 - (d) any other related costs.

Non-payment of Fees

- (15) The Town may suspend acceptance of Waste loads from any Person that has owed any amount under this Bylaw for more than sixty (60) days.

Segregation of Waste

- (16) Every Person accessing a Solid Waste Site shall segregate their Waste by like type as set out in this Bylaw so as to allow for its disposal into the appropriate area designated by the SAO, or as otherwise required by the SAO or a Facility Attendant.
- (17) At a Solid Waste Site, every Person shall deposit Waste in the area(s) designated for that type of Waste by the SAO.

Supervision of Children

- (18) Every Person that accesses a Solid Waste Site and is accompanied by a Child shall provide direct supervision for that Child, and anyone that fails to do so is both guilty of an offence and may be directed to leave a Solid Waste Site by a Facility Attendant.

Public Access Areas & Salvage

- (19) Public access to a Solid Waste Site shall be limited to those areas in it designated for such access from time to time by the SAO.
- (20) The SAO may designate an area within any Solid Waste Site as a salvage area, where Persons may leave or take items or materials capable of being salvaged. Facility Attendants may decide whether any item or material proposed to be left in the salvage area is fit to be so left, must be disposed of as Waste at the Solid Waste Site, or must be removed from the Solid Waste Site. Salvage may not be left in any other area of a Solid Waste Site.

Smoking

- (21) Smoking by the general public is prohibited at the Solid Waste Site. Smoking by Facility Attendants is only permitted in areas designated for the same by the SAO.

Outside Users

- (22) The SAO may approve any agreement or arrangement with a Person whose Waste originates outside of the Town for use of the Town's Solid Waste Facilities on such terms as the SAO find reasonable or prudent.

17. FEES & WASTE LEVY

- (1) All Persons disposing of Waste at a Solid Waste Site, other than Owners/Occupiers of Residential Properties in the Corridor that are disposing of their own Residential Waste generated at such Properties at a Solid Waste Site, shall pay any and all Tipping Fees applicable to any such Waste or class or type thereof so disposed of set in the Fees Bylaw.
- (2) For greater certainty, the Solid Waste Contractor is not required to pay Tipping Fees for its disposal of Residential Waste at the Solid Waste Site. However, the Solid Waste Contractor must pay any and all applicable Tipping Fees for its disposal of any other Waste at the Solid Waste Site.
- (3) For additional greater certainty, any Person disposing of any non-Residential Waste at the Solid Waste Site, including any Person so doing under a contract with an Owner or Occupier of a Commercial Property, shall pay any and all Tipping Fees applicable to any such Waste so disposed of set in the Fees Bylaw.
- (4) All Residential Properties within the Town that receive water / sewer services from the Town pursuant to the *Water and Sewer Bylaw*, shall be subject to a monthly waste levy (the "Waste Levy") and such Waste Levy shall be paid by the Owner of the Property in accordance with the provisions of this Bylaw.
- (5) A Waste Levy shall be charged at the rates set out within the Fees Bylaw on the basis of whether the Residential Property is located within the Corridor or outside the Corridor
- (6) For clarity regarding subsection (4), no suspension or discontinuance of any such water / sewer services shall remove a requirement to pay a Waste Levy under this Bylaw.

- (7) For greater certainty, a Property subject to the Waste Levy remains so, even where:
 - (a) no Waste is set out for collection or actually collected in any time period;
 - (b) the Property is vacant or unoccupied; or
 - (c) Waste collection services for such Property are or were suspended or terminated for any reason, including non-compliance with this Bylaw.

- (8) In the event that an Owner changes or wishes to change the use of a Residential Property such that it would no longer be a Residential Property, such Property will no longer be subject to the Waste Levy once the Town has granted any and all authorizations necessary for such change of use to be done legally under any applicable Town bylaws.

- (9) Any amount owing by a Person under this Bylaw is a debt owing to the Town and may be recovered by a civil action for debt.

PART 4 – GENERAL PROVISIONS

18. BURNING OF WASTE

- (1) No Person shall burn any Waste within the Town unless that Person either 1) has a Fire Permit issued to them authorizing them to do so or do, or 2) is otherwise allowed to do so under the Fire Bylaw.

19. TERMS AND CONDITIONS OF USE/SERVICES – NO LIABILITY

- (1) Any Person using a Solid Waste Site does so at their own risk, and the Town is not liable for any claims for damages for injury or damage to any Persons or property of any kind resulting from or related to such Person's use of or presence at a Solid Waste Site.

- (2) The Town is not liable for any claims for damages for injury or damage to any Persons or property of any kind resulting from or related to the collection of Residential Waste by itself or the Solid Waste Contractor.

- (3) The Town makes no representations or warranties about any Person collecting and/or disposing of Waste within the Town and is not liable for any claims for damages for injury or damage to any Persons or property of any kind resulting from or related to any such collection or disposal of Waste by any such Person.

PART 5 – GENERAL PROHIBITIONS & ENFORCEMENT

20. GENERAL PROHIBITIONS

- (1) No Person shall supply false or misleading information or make inaccurate or untrue statements in any document or information required to be supplied to the SAO, a Facility Attendant, or an Inspector pursuant to this Bylaw.
- (2) No Person shall dispose of Waste at a Solid Waste Site or access a Solid Waste Site except during its set hours of operation.
- (3) No Person shall use or permit to be used any Vehicle or trailer for the conveyance or storage of Waste unless such Vehicle or trailer is fitted with a cover (e.g. a tarpaulin, a mesh blanket, or plywood board) that is secured to the Vehicle or trailer and is capable of preventing the dropping, spilling, or blowing off of Waste while it is being stored in or transported by the Vehicle or trailer.
- (4) In addition to any other penalty or remedy allowed under this Bylaw or other law, the Tipping Fees to be charged for all loads of Waste transported by a Vehicle or trailer operating in violation of Section 20(3) when it arrives at a Solid Waste Site shall be double the Tipping Fees otherwise applicable to such loads.
- (5) Unless authorized by this Bylaw or other law, no Person other than the Owner or Occupier or a Person with the Owner's/Occupier's express or implied consent shall pick over, interfere with, disturb, remove, or scatter any Waste howsoever placed for collection, except if they are authorized to do so by the SAO for the purposes of conducting research on the composition of Waste placed for collection.
- (6) No Person shall fail to comply with any lawful order or direction made under this Bylaw.
- (7) No Person shall access any area of a Solid Waste Site not designated as being accessible by the general public without any lawful authorization for the same given under this Bylaw.
- (8) Nothing in this Bylaw relieves any Person from complying with any federal or territorial law or regulation, other bylaw, or any other requirements of any lawful permit, order, consent, or other direction.

21. OFFENCES

- (1) Any Person that contravenes any provision of this Bylaw or any order or direction issued under it is guilty of an offence, and any offence created pursuant to this Bylaw shall be considered to be a strict liability offence.
- (2) Any Person who is convicted of an offence pursuant to Subsection (1) is liable on summary conviction:
 - (a) in the case of a corporation, to a fine not exceeding \$10,000; or
 - (b) in the case of an individual, to a fine not exceeding \$2,000, or to imprisonment for a term of not more than six (6) months in default of payment of the fine.

22. CONTINUING OFFENCE

- (1) In the case of any conduct that constitutes an offence that continues for more than one (1) day, such conduct constitutes a separate offence in respect of each day on which it continues, and a Person guilty of such an offence is liable to a penalty in an amount not less than that established by this Bylaw for each such day.

23. JOINT AND SEVERAL LIABILITY FOR FINES, FEES, AND OTHER AMOUNTS

- (1) Whenever there are fines, fees, or other amounts payable by the Owner or Occupier of a Property pursuant to this Bylaw, and there is more than one Owner or Occupier of the Property to which they relate, each Owner or Occupier of such Property shall be jointly and severally liable for their payment.

24. MINIMUM AND SUBSEQUENT FINES

- (1) Column one of Schedule "A" sets out those minimum penalties that may be imposed for first offences under different provisions of this Bylaw.
- (2) Where a Person is convicted of a second or subsequent offence under the same provision of this Bylaw, and where those offences have occurred within any twenty-four (24) month period, the specified penalties applicable to the second and subsequent offences shall be those amounts set out in columns two and three, respectively, of Schedule "A".

25. VIOLATION TICKET

- (1) Where a Person designated as a bylaw officer under this Bylaw reasonably believes that a Person has committed an offence under this Bylaw, that bylaw officer may serve upon the Person a violation ticket in the form provided under the

Summary Conviction Procedures Act, RSNWT 1988, c S-15. Such Person may, in lieu of appearing as otherwise required, pay the Town the voluntary penalty(ies) set out in such ticket for the offence(s) specified in such ticket prior to the court date specified on the ticket. For greater certainty, this Section shall not prevent any bylaw officer from laying charges against any Person in any lawful manner other than doing so by such a ticket, nor shall anything in this Section be construed as preventing a court from imposing any other lawful remedies or sanctions against anyone that does not pay such voluntary penalty(ies).

PART 6 - REPEALS

26. The Town's *Solid Waste Management By-law*, Bylaw No. 2332/PW/23 is hereby repealed.

PART 7 – EFFECT

27. This Bylaw shall come into effect upon receiving its Third Reading.

READ A FIRST TIME this 10th day of March, 2025.

Mayor

READ A SECOND TIME this 10th day of March, 2025.

Mayor

READ A THIRD AND FINAL TIME this _____ day of _____, 2025.

Mayor

CERTIFIED that this bylaw has been made in accordance with the requirements of the *Cities, Towns and Villages Act*, S.N.W.T., 2003 c.22, and the bylaws of the Municipal Corporation of the Town of Hay River this ____ day of _____, 2025.

Senior Administrative Officer

SCHEDULE "A"

PENALTIES

Offence	Section ¹	Penalty		
		1 st Offence	2 nd Offence	3 rd Offence
Not maintaining sufficient Garbage Receptacles or Commercial Receptacles	12(4) 12(17)	\$300.00	\$450.00	\$600.00
Disposing of Special Waste in a Garbage Receptacle, Commercial Receptacle, or Litter Receptacle	12(25) 13(9)	\$200.00	\$350.00	\$500.00
Permitting Waste to unduly accumulate on Property	12(30)	\$200.00	\$350.00	\$500.00
Littering	14(1)	\$200.00	\$350.00	\$500.00
Depositing Residential or Commercial Waste in a Litter Receptacle	14(2)	\$200.00	\$350.00	\$500.00
Damaging or removing a Litter Receptacle	14(3)	\$250.00	\$350.00	\$500.00
Failing to provide sufficient Litter Receptacles at an event, to collect the garbage in them, or to collect waste on or around event site	14(4)	\$500.00	\$750.00	\$1,000.00
Unauthorized access of a non-public area of a Solid Waste Site	20(7)	\$250.00	\$350.00	\$500.00
Unauthorized burning of Waste	18(1)	\$600.00	\$800.00	\$1,000.00
Providing false or misleading information	20(1)	\$200.00	\$300.00	\$400.00
Accessing or disposing of Waste at a Solid Waste Site outside posted hours of operation	20(2)	\$600.00	\$850.00	\$1,000.00
Improperly secured load	20(3)	\$250.00	\$500.00	\$800.00
Picking over, interfering with, disturbing, removing or scattering any waste from/at Residential or Commercial Properties	20(5)	\$200.00	\$350.00	\$500.00
Failure to comply with an order or direction of an Inspector	6(6)	\$300.00	\$450.00	\$600.00
Unauthorized access to a restricted area at a Solid Waste Site	20(7)	\$200.00	\$350.00	\$500.00
Any other contravention of a provision of this Bylaw	21(1)	\$200.00	\$350.00	\$500.00

¹ For greater certainty, violations of all Sections listed that do not specifically make a violation of their contents an offence are made an offence by Section 21(1).