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## AGENDA

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### PUBLIC INPUT

1. **CALL TO ORDER**
2. **ADOPTION OF AGENDA**
3. **DECLARATION OF INTEREST**
4. **ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**
5. **ADOPTION OF MINUTES FROM PREVIOUS MEETING**
  - a. Regular Meeting of Council – March 24<sup>th</sup>, 2025 – page 3-8
6. **INFORMATION ONLY**
  - a. Local Emergency Management Organization Minutes – March 27<sup>th</sup>, 2025 – page 9-12
  - b. Local Emergency Management Organization Minutes – April 9<sup>th</sup>, 2025 – page 13
  - c. Local Emergency Management Organization Minutes – April 16<sup>th</sup>, 2025 – page 14-15
  - d. Healthy Community Committee Minutes – March 12<sup>th</sup>, 2025- page 16-17
7. **ADMINISTRATIVE ENQUIRIES**
8. **COMMITTEE REPORTS**
  - a. Infrastructure and Planning Services Monthly Report for March – page 18-22
  - b. Recreation and Community Services Monthly Report for March – page 23-37
  - c. Municipal Enforcement Services Monthly Report for March – page 38-40
  - d. Emergency Services Monthly Report for March – page 41-46
  - e. Excused Absence – page 47
  - f. Application for Re-Zoning – page 48-60
  - g. Water & Sewer Bylaw Amendment – page 61-62
  - h. Public Behaviour Bylaw Amendment – page 63-64
  - i. Unoccupied Housing Strategy – page 65-66
  - j. Vacant Land Development Strategy- page 67-70
9. **NEW BUSINESS**
  - a. Water and Sewer Contribution Agreement Report – page 71-72
  - b. O&M Contribution Agreement Report – page 73-74
  - c. CPI Contribution Agreement Report – page 75-76
  - d. Recreation Committee Appointment – page 77-78
  - e. Economic Development Committee Appointment – page 79-80
  - f. Housing Committee Appointment – page 81-82
  - g. Policing Priorities Report – page 83-84
  - h. Letter of Support – HR Youth Centre – page 85-86
10. **NOTICE OF MOTIONS**



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11. **BYLAWS**

- a. Bylaw 1786L/25 – Amendment to the Water/Sewer Bylaw – First and Second Reading – page 87-88
- b. Bylaw 2467/PS/25– Public Behaviour Bylaw – First and Second Reading – page 89-95

12. **IN CAMERA**

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

13. **ADJOURNMENT**











## REGULAR MEETING MINUTES March 24<sup>th</sup>, 2025

### b. RECOMMENDATION:

#25-086

MOVED BY: CLLR GAGNIER  
SECONDED BY: CLLR DUFORD

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the 2024 q4 unaudited consolidated statement of operations as recommended by the finance committee.

CARRIED

### c. RECOMMENDATION:

#25-087

MOVED BY: CLLR WALL  
SECONDED BY: CLLR DUFORD

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

CARRIED

### d. RECOMMENDATION:

#25-088

MOVED BY: DM DOHEY  
SECONDED BY: CLLR BOUCHARD

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

CARRIED

## 11. BYLAWS

- a) Bylaw 2465 – Fees and Charges Bylaw – Third and Final Reading

#25-089

MOVED BY: CLLR DUFORD  
SECONDED BY: CLLR BOUCHARD

- b) Bylaw 2466/IPS/25 Solid Waste Management Bylaw – Third and Final Reading

#25-090

MOVED BY: CLLR DUFORD  
SECONDED BY: CLLR WALL

CARRIED

**\*\*Mayor Jameson left the room for both readings\*\***



## REGULAR MEETING MINUTES March 24<sup>th</sup>, 2025

### 12. IN CAMERA

There was no In Camera for Monday, March 24<sup>th</sup>, 2025

### 13. ADJOURNMENT

#22-091                      MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 7:42pm.

**CARRIED**

Certified Correct as Recorded on the 24<sup>th</sup> Day of March 2025

These minutes were accepted by motion # \_\_\_\_\_

# LEMO Planning Meeting

Thursday, March 27, 2025

10:43 AM

Attendance: Glenn Smith, Patrick Bergen, Stephane Millette, Blair Porter, Travis Wright, Robert Bouchard, Bobby Bourque, Memory M??, Michael Sunrise (KFN Fire Chief)?, Erin Griffiths, Wendy Cyan (West Point)

Motion to accept agenda - add training item as #6

- Robert/Travis

## BACKGROUNDS & INTRODUCTION

Round table

Legislated by Acts & Bylaws

- Emergency Act
- Emergency Bylaw & Plan - Town's
- Council considered local authority - LEMO designated by Council
- SAO emergency coordinator
  - Authorities to developing any plan as well as response
- Council has authority to declare state of emergency

This meeting used to plan in case of emergencies

- Flood - break-up
- Fire - increased risk in recent years

Hazard Identification

- Determine key risk factors
  - Flood & wildfire
- NWT Hazard Risk & Assessment - GNWT updating? No formal plans to update this year
  - Included in Emergency Plan - pg 10, 11
- ECC provides forecast for wildfire season - still on edge of severe drought for the upcoming year
- Typically 3 to 4 year drought cycle - nearing the end of this cycle
- Risks for wildfire due to local vegetation conditions
  - Not as much of a threat for incoming fires
- Water monitoring report from GNWT - levels remain low, below average, but better than last year
- Precipitation forecast below average for 2025
  - Less snow than average
  - Risk of flood quite low
    - More room in basin than in previous years
- Hydrologist coming soon - GNWT
  - Will share info with Town

## 2025 EMERGENCY PREVENTION ACTIVITIES

Capital Projects

- Flood mapping should be completed soon - 100 to 200 yr
  - Be included in plan

- Lift Station #1
  - Being rebuilt
  - Completion in fall of 2025
- Firebreaks
  - Don Wright park
  - Mulched, work to keep vegetation under control
- West Channel
  - Raised Alaska road
  - Raising berm above flood levels
- Airport Road
  - Early stages - preliminary work
  - Designed to protect Cranberry/553
- Climate Adaptation Study
  - Applied for funding
  - Help provide funding for other projects
- Storm Backflow Prevention projects
- FireSmarting various areas
- Update to Community Wildfire Protection Plan
  - Working with ECC to update - they are responsible for the document

#### Other Organizations/Govts

##### KFN

- Nothing going on at the moment
- April 7-10 AGM - ask for volunteers in case of emergency
- Only Fire Chief for now
  - Big transition
- Newness of various members acknowledged
- Been working with consultant to replace/repair homes affected by fire
  - Taking most of time

Mutual Aid Agreement being worked on

Looking to work together more in the future

#### CEP Updates

- Position changes - title changes
  - Any new information to be included
- How set up our management team biggest question
- How can we improve
  - Partner agency agreements
  - Mutual aid agreements (MAA)- GNWT included

#### Hosting Plan?

- Established agreement with Salvation Army, for instance
- Evacuee support documentation included
  - Two different scenarios contemplated
- Work continuing
  - Partner agency agreements
    - Food services, transportation, accommodation
- Likely Hay River would be asked to host in case of other communities need to evacuate

KFN - where at with agreements?

- Looking at buying heavy equipment, etc
- What need so as to be able to support better?

NWTFCA been working on templates for MAA, resources for all communities

Been working with High Level

- Well established with WUI
- Working on agreement

Draft of CEP to be done next week

- Changes to be brought back to LEMO

2025 Emergency Preparedness activities

- Wildfire and breakup plan
- Communication Plan, etc

Partner Agency Agreements

- Verbal agreements, need to get in writing

CWPP update

Fire Smart Program development and implementation

- Cross training with ECC, KFN
- Attending wildfire conference end of April
- Ensuring equipment compatibility
- Inspections - PSS certified inspector
- Communication strategy
- Strategies to encourage residents to Fire Smart

Sand Bagging Program

Public Preparedness Meetings

Radio Ads

Clear Air/Cooling Centers

- Applied for funding
- In good position information wise, funding the issue - not in budget other than outside funding

RV Camp - Community Camp

Emergency Plan Training

Tabletop Exercises

- Something to look at considering recent events - specifically lockdown scenarios
  - RCMP YK coordinator asked about procedures
    - Good resource to use
    - Local response, not regional
  - Talk to Education - new board
    - Coordinate with them

Community Siren Feasibility

- Got quote for large system - not feasible
- Other system more reasonable
  - Need to firm up quote, to be able to bring to Council
- Need to get into a Report to Council for direction

Training

- LEMO training
- Town Staff
- ICS 300 level
  - Getting group to that level recommended

- GNWT running couple of courses this year
  - Opportunity to piggyback
- Look into setting up for later on in the year

KFN

- Thanks for invitation to meeting
  - Very useful

MACA

- Able to share Wildfire After Action Review?
  - Will get copy sent out

West Point

- Looking for info on Clean Air

Next meeting - in the next couple of weeks

Adjourned at 12:02 pm

## **Local Emergency Management Organization (LEMO) Emergency Management Planning Meeting**

April 9, 2025

Attendance: Glenn Smith, Patrick Bergen, Glen McPhee, Stephane Millette, Cllr Robert Bouchard, Stacey Barnes, Jean Soucy, Arshad Khalafzai

MINUTES – 11:04am

1. 2025 Emergency Plan Release
  - Reviewed plan and updated with changes including positions and contacts
  - Brought to council through report, no feedback required
  - Sending to the larger LEMO organization, and social media
2. 2025 Wildfire and Breakup Preparedness Plan – Status Updates
  - Review of plan by Glenn – target dates met with few items
  - Travis attending conference in YK for wildfire preparedness
3. Ice thickness – Travis reached out to a contractor, hoping to have by the end of the week
4. Monitoring Equipment – Went out yesterday and continuing today to get them up and running. Some issues with cameras, not able to connect remotely and onsite (continuing to work through)
5. Round Table
  - Glen (HRHSSA) – having a session at the hospital for staff on past events
  - Travis – looking at how to manage things this year, possible melt out, adjusting work schedules as needed. Making equipment operational, working on mutual aid agreements
  - Stephane – prep work continues, communications with staff on preparation for evac centre if needed, training in case we are a host community at a later date, partner agencies agreements next priority, Food voucher program through MACA if a host community
  - Patrick – working through the melt and get some mulching done in the fire break
6. Next Meeting – April 16, 2025

## **Local Emergency Management Organization (LEMO) Emergency Management Planning Meeting**

April 16, 2025

### **MINUTES**

Attendance – Blair Porter, Glenn Smith, Jordan Bassett, Arshad Khalafzai, Stephane Millette, Robert Bouchard, Patrick Bergan, Stacey Barnes, Travis Wright

Approved Agenda as presented

Moved: Bouchard

Second: Porter

#### **1. Minutes from 04/09/25**

- Moved: Millette
- Second: Bergen

#### **Minutes from 03/27/25**

- Moved: Porter
- Second: Bouchard

#### **2. University of Ottawa AI Flood Research**

- Partnering with the town with metering systems
- Benefit from the data
- Where to set up? History
- Proceed with setting up an agreement, with no financial impact

#### **3. Water Monitoring Bulletin & 2025 Spring Outlook**

- Released yesterday
- Low water, drought conditions in basin
- GSL slowly rising – 30cm higher but still low

#### **4. 2025 Wildfire and Breakup Preparedness Plan – Status Updates**

- Patrick – annual processes will be done soon, drainage in the area of WPFN and culverts blocked, will reach out to infrastructure.
- Stephane - Oxbow firesmarting – went out to RFQ, award this morning to start as soon as possible starting on 105<sup>th</sup> along the trail. No communication out yet, contractors have signage
- Blockades inventory being completed
- Mail programs online with MailChimp – people can subscribe online
- Emergency website page has been refreshed
- HRHSSA - Mutual aid agreements with other depts and Health – Working through it

- Travis - Ice thickness testing – touch base with contactor
- Stephane – Transportation – plan for moving patients and homeless, noted from last year, there was a plan but will circle back if any changes and reach out to Metis 51 regarding shelter
- Travis – Monitoring equipment – trouble shooting come areas, NWTEL had to come out, looking at different options including starlink in Paradise. Will put all the camera's online once they are all up and running.
- RCMP and Infrastructure with highways in case of an evacuation – Send agreement to Infrastructure.

## 5. Round Table

- Robert - Weather is warm this weekend in the south
- Patrick - Working through mulching of fire break
- Travis - Very low water in areas of the river, have the equipment running in the week
- Travis - Will set up a meeting with the watch crew, and meet with ECC tomorrow
- Stephane - Registration volunteers – reaching out, annual prep work for Evacuation centre, sending in documents to the Fire Marshalls office, training planned for end of April, food voucher programs needing approval, reconfirmed with Salvation Army regarding 3-year agreement.

## 6. Next Meeting – April 23<sup>rd</sup>

# Healthy Community Committee

Regular Meeting  
March 12<sup>th</sup>, 2025

## MINUTES

### Attendees:

Chairperson Brian Willows, Mayor Kandis Jameson, Director of Recreation and Community Services – Stephane Millette, Stacey Barnes – Council Administrator,

### 1. Review of HCC Strategic Plan

- a. Opening comments by HCC Chair Brian Willows
- b. Mayor reached out to the Minister of Justice, local Indigenous groups regarding participation in HCC meetings.
- c. Mayor had a meeting with Dyson Smith (RCMP Inspector), regarding crime task force created within the community/NWT.
- d. Discussion regarding appropriate staff/political representatives from HCC member groups.
- e. HCC reviewed Goals #1 and #2 of HCC Strategic Plan and made commitment to “first priority” items of strat plan objectives 1.1 and 1.2.
  - i. Further input needed from FN groups and education partners regarding objectives in 1.2, 2.1 and 2.2.
- f. Outreach to community members to find synergies for support and programs, and partnerships. Share among the members.
- g. Commitment to public communication about the HCC’s Jan 29<sup>th</sup> meeting and the Committee’s priorities moving forward.
- h. THR Director of Rec and Community Services has created a working version of the HCC Strategic Plan, including notes and comments from the Jan 29<sup>th</sup> 2025 meeting.
- i. HRDEA, NWT Housing and HRHSSA representatives of the Jan 29<sup>th</sup> 2025 meeting made a commitment to provide strategic plan comments to THR Director of Recreation in writing.
- j. THR Director of Rec and Comm Services to provide update about HCC coordinator position: previous funding, recruitment, new funding option(s).

### 2. New Business

- a. DJSS principal voiced concerns regarding education summary and commitments in HCC Strategic Plan.
- b. Notes and comments have been included in “working version” of HCC Strategic Plan.

### 3. Next Meeting

- a. **Tentative commitment to a community public meeting regarding crime and ongoing social issues:**
  - i. Proposed delegations at the table:
    1. HCC Chair

2. THR Mayor
  3. MLAs
  4. RCMP and DOJ representatives
  5. Representatives from FN groups?
- ii. Meeting date and time to be confirmed and communicated based on availability of MLAs and HCC representatives.
  - iii. Public communication of meeting (early Feb) to include following :
    1. Acknowledgement of current social issues within community
    2. HCC partners are aware and working together
    3. Acknowledge need for public meeting for community awareness, transparency and partner groups to hear from public
    4. Identify delegates and HCC reps that will be at meeting
    5. Invite emailed questions in advance for prep of full/detailed responses
  - iv. At public meeting: acknowledge ongoing HCC meetings + Nov 2023 public meeting at Soaring Eagle Friendship Centre
  - v. Minutes and confirmation of HCC commitments to be shared with residents following the public meeting
- b. **Health Community Strategy Committee next meeting:** following above mentioned public meeting to review progress and discuss commitments



# REPORT TO COMMITTEE

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**DEPARTMENT:** Infrastructure and Planning Services

**DATE:** April 7, 2025

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

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## RECOMMENDATION:

**MOVED BY: CLLR LAKUSTA**  
**SECONDED BY: CLLR WILLOWS**

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

## BACKGROUND:

Note: With the thaw, the frost goes deeper into the ground and causes frozen pipes. Homeowners are reminded to contact their plumber first to fix the situation and they will reach out to the town if our support is required.

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

All capital projects are detailed in the 2025 Project Status sheet. Some project progress of note includes:

#### **Airport Road Upgrade**

- The greenhouse gas study, a requirement of the grant funding, is underway and the first oversight committee meeting with the funder has already been completed. The design work will be completed later this year along with the required greenhouse gas study and consultation. Construction tendering will be issued in Q1 of next year, 2025 with construction getting underway with a successful bidder right after.

#### **Former NFTI Site Development**

- A draft plan for the NFTI site will be brought to Council in May. The Agriculture Plan update is in progress and RFQs will be issued shortly for some of the cleanup work required for the site.

#### **GNWT Long Term Servicing Agreement**

- The SAO and Director of Infrastructure and Planning Services are meeting with the GNWT to complete details of the long term servicing agreement that will support the construction of the Long Term Care Facility.

#### **Industrial Area Expansion – Preliminary Design**

- Stantec will have a Preliminary Plan of Subdivision, Preliminary Roadway Plan, Preliminary Grading Plan and Preliminary Opinion of Probable Costs later this



# REPORT TO COMMITTEE

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**DEPARTMENT:**     **Infrastructure and Planning Services**                     **DATE:** April 7, 2025

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

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year for to inform a business case to build a new road parallel and west of Dean Drive from Lagoon Road South to access industrial lots.

### **Lift Station #3 Replacement**

- Further scoping work and refinement of cost needs to occur with our engineering consultants prior to progressing to design work. The impetus for the replacement this lift station was to service Aspen Heights and as the first step in upgrading the sewer infrastructure in 553. The infrastructure for 553 is projected in future years in the capital plan. The budgeted amount will not be sufficient for this project. This budget was defined as the facility only and did not include the costs to connect to the existing infrastructure. Once more details are available, they will be shared.

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

- Lift Station #1 Mitigation is progressing per the timeline detailed in the 2025 Project Status Report with the expectation of being commissioned by October of 2026.

### **New Town Hall – Initial Design and Budget**

- A review of the costs presented in the initial Stantec report will be undertaken and a presentation to Council is expected later this year.

### **Water License Activities:**

- The Civil Infrastructure Manager, working with a consultant submitted the 2024 Annual Water License Report. The report, which is 300 pages, details all activities associated with the license which include the water and sewer systems as well as details about the municipal solid waste facility.
- The Civil Infrastructure Manager confirmed with the McKenzie Valley Water Board that no environmental assessment or activities are required to complete the West Channel Flood Mitigation project this summer.

### **Public Works and Maintenance**

#### **Roads and Ditches**

- Snow clearing continues for the whole town.
- The flusher engine replacement is anticipated to be completed this month to begin doing the culvert clearing. The situation is being monitored to confirm a backup will be available should we require it prior to the work being completed.
- The stop sign at the intersection of Commercial and Woodland that was missing was replaced.



# REPORT TO COMMITTEE

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**DEPARTMENT:** Infrastructure and Planning Services      **DATE:** April 7, 2025

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

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- The cutting edge on the snowblower was replaced.
- There was excessive vibration and a leak on the snowblower that was addressed.

## **Equipment Maintenance**

- Replacement of the Cat Loader communications antenna completed.
- The decals from the former bylaw vehicle were removed in preparation for use as the landfill.
- The Firehall generator block heater was replaced.
- #14 Ford Pickup had a starting issue at -25 and was addressed.
- #32 Hydrovac did not have heat which was addressed.

## **Solid Waste**

- Regular compacting activities completed

## **Water and Wastewater**

- Regular maintenance and inspection activities completed
- A curb stop at 18 Fir St.

## **Facilities Management / Miscellaneous**

- Ongoing regular maintenance
- Staff from the Infrastructure and Planning Services were used to complete the recent office moves and assemble the boardroom furniture for Corporate Services.
- Staff from the Infrastructure and Planning Services department assisted with the snow removal and preparation for the annual Polar Pond Hockey tournament.

## **Planning and Development**

### **Planning and Land Management**

- The Development Officer, Director of Infrastructure and Planning Services as well as the SAO have been involved in a series of meetings to provide input into the Proposed Zoning and Building Bylaw Updates for Hay River. The document can be reviewed on the town website at <https://hayriver.com/planning/>. The public has an opportunity to provide input through either a virtual meeting on Wednesday, April 9, 2025 at 5:30PM or in person at the Hay River Recreation Centre Community hall at 7:00PM.
- There have been a number of CMHC Housing Accelerator Grant applications made which are currently being reviewed. The application window is still open until the close of business on April 25, 2025.
- 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.



# REPORT TO COMMITTEE

**DEPARTMENT:** Infrastructure and Planning Services

**DATE:** April 7, 2025

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

## Building Inspections

- None

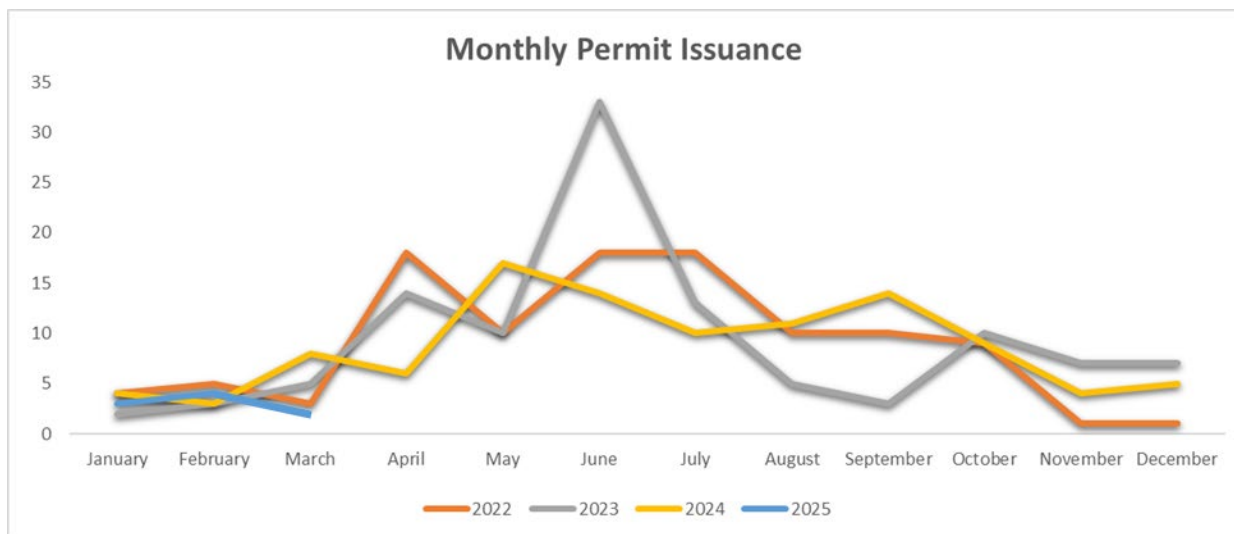
## Enforcement

- The Development Officer issued a stop work order for 2 separate occasions where a demolition and subsequent burning of houses were undertaken when the person in question was required to apply for a Development Demolition Permit. As hazardous materials are not allowed at the landfill, a requirement for an environmental assessment is typically added as a condition on the development permit to clarify the requirements.

## Permitting

The following permits were issued for the month of March 2025:

March 3, 2025	D25-009	Utility Right of Way on Lot 314-9, Plan 827	New Power Pole Installation
March 27, 2025	B25-002	22 Studney Drive	Construction of Mezzanine in Industrial Building



**COUNCIL POLICY / STRATEGY OR GOAL:**



# REPORT TO COMMITTEE

---

**DEPARTMENT:** Infrastructure and Planning Services      **DATE:** April 7, 2025

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

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N/A

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

- 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 March 2025

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**Prepared by:**  
Patrick Bergen  
**Director of Infrastructure and  
Planning Services**  
April 3, 2025

**Reviewed by:**  
Glenn Smith  
**SAO**



# REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: April 7<sup>TH</sup> 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

## RECOMMENDATION:

MOVED BY: CLLR WALL  
SECONDED BY: CLLR LAKUSTA

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for March 2025 as presented.

## BACKGROUND:

### Recreational Programming

#### Youth Programming

Regular After School Club programming continued in March. Registered attendance remained consistent at 85% capacity. In addition to regular After School Club programming, a full day PD Day program was offered on March 28<sup>th</sup>. This program ran at 75% capacity.

After School Club is fully funded through grants from the GNWT's Department of 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 wages.

Princess Alexandra School Hockey Program: A partnership with Princess Alexandra School to offer bi-weekly hockey sessions to Grade 7 students concluded this month. During these sessions, students were provided with the opportunity to try hockey and receive basic hockey instruction. The program concluded with a hockey game where the Grade 7 classes competed against one another. This program is expected to resume in 2026.

#### Fitness Programming

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

Attendance at instructor-led fitness programming increased 33% this month with a total of 321 participants attending programming. In comparison, 242 participants attended instructor-led fitness programming in February.

#### New Horizons for Seniors Grant

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 28 seniors attending.



## REPORT TO COMMITTEE

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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

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

### **Community Programming**

Paint the Ice: The Hay River Community Centre hosted the third annual Paint the Ice event on Saturday, March 27<sup>th</sup>. Community members were invited to attend this free event to celebrate the end of the 2024/2025 ice season. The event was successful, with approximately 175 participants in attendance, a 25% increase from 2024.

Public Skating and Shinny: A total of 211 community members attended public ice programming times in the month of March, up from 180 participants in February.

Full Moon Snowshoe: This month, a total of 7 community members attended Full Moon Snowshoe on March 14<sup>th</sup>. This program is facilitated in partnership with the Hay River Ski Club and is free for community members to attend, funded by the GNWT Healthy Choices Initiative.

### **Grant Applications**

Canadian Tire Jumpstart: THR Recreation was awarded \$3,000 in March from the Canadian Tire Jumpstart Program. This funding will support spring and summer youth sports camps.

ParticipACTION Community Challenge: THR Recreation was awarded \$750 in March from ParticipACTION. This funding is to be used to support active community programming in the month of June for the ParticipACTION Community Challenge.

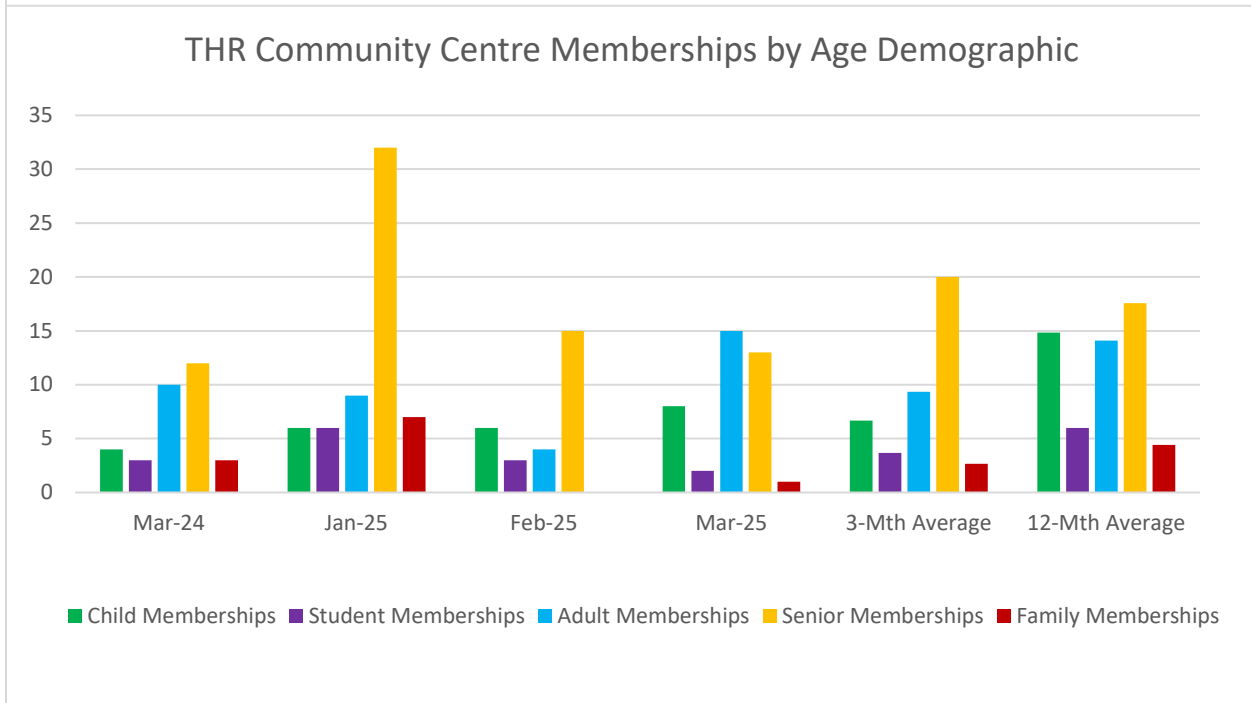
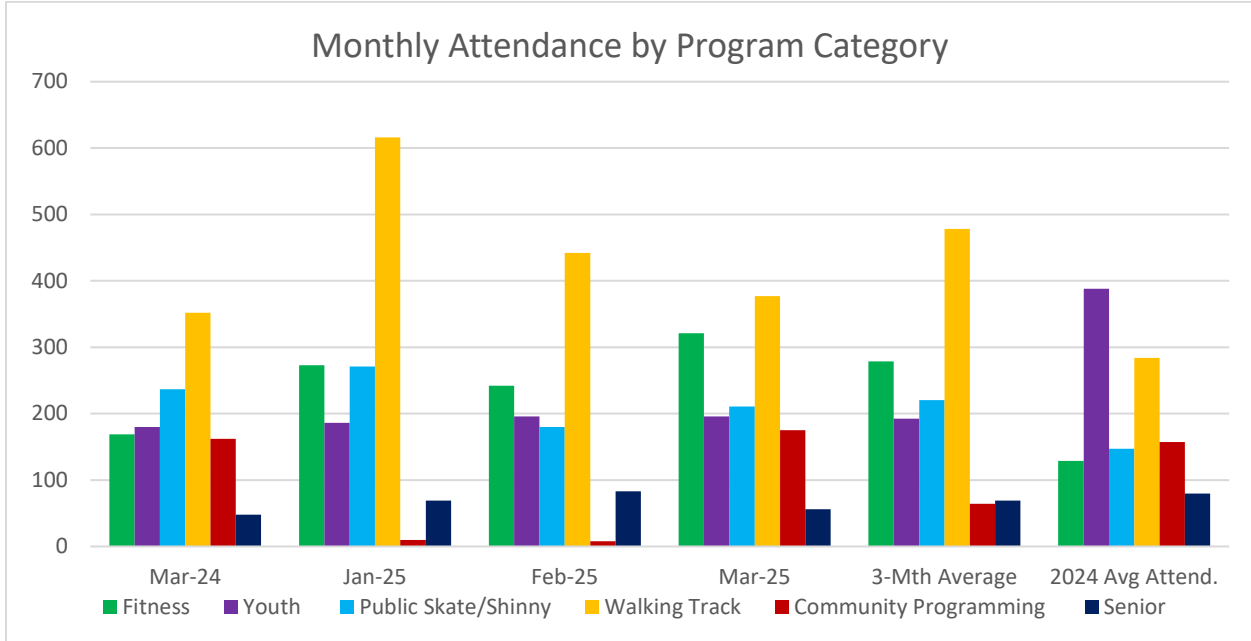
### **Recreation Programming Statistics**



# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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

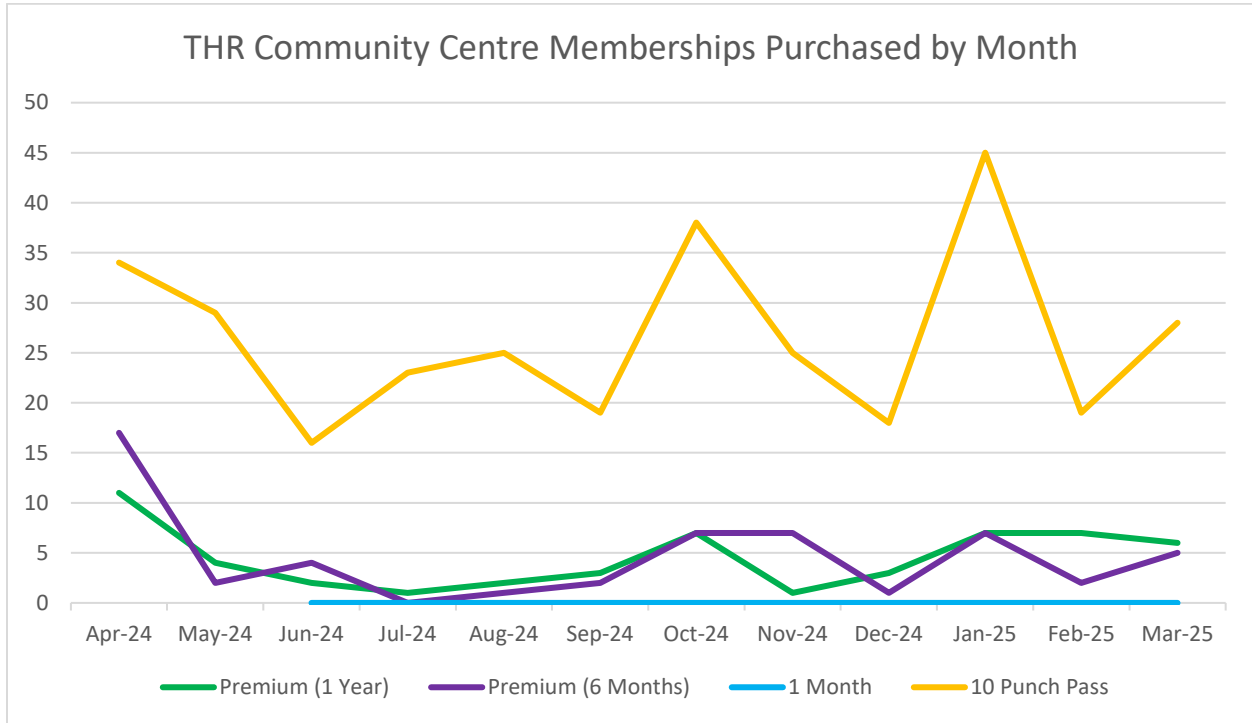




# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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



## Aquatics

### General

The pool continues to operate well overall with minimal issues affecting the schedule. The hot tub jet pump has been installed, and jets are operational.

### Don Stewart Aquatic Centre operational hours:

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



## REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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

**Evening Swim**  
(6pm-8:30pm)



### **Staffing**

The Don Stewart Aquatic Centre currently has 9 staff. This includes 5 Casual Lifeguards, 1 assistant lifeguard, 1 Full-Time Lifeguard and 2 Senior Lifeguards. One of the Senior Lifeguards has begun the certification process to become an Aquafit instructor. Once completed, this will allow for coverage of our current instructor and possibly provide additional classes.

### **Attendance**

March attendance was 1493. This is slightly higher than the same period for 2024 (1453), lower than 2023 (1869) and slightly higher than February 2025 (1405). The swims with the highest attendance were a Friday open swim on March 7<sup>th</sup> (56) and a Saturday Open swim on March 29<sup>th</sup> (53).

Aquafit continues to have regular attendance but with slightly lower numbers with 9-12 swimmers participating in each class.

Groups that used the pool in March included:

- Chief Sunrise Education Authority x1
- Ecole Boreale x1
- Aboriginal Headstart x3
- Ecole Boreal x1
- DJSS x2
- Birthday parties x7

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

Swimming lessons concluded the week of March 17<sup>th</sup>, with 56 total registered participants.



## REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: April 7<sup>TH</sup> 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

	<u>Participants</u>	<u>Successful Completions</u>	<u>Completion Rate</u>
Parent & Tot Class	5	5	100%
Preschool Levels	24	11	46%
Swimmer Levels	25	12	48%
Swim Patrol Levels	1	1	100%

The Hay River Swim Club continues to hold 3 practices per week on Monday & Thursday evenings and Saturday mornings with 16 swimmers registered.

An Intermediate First Aid Course was held on March 29 & 30 with 4 participants. Several of them expressed interest in becoming lifeguards and will continue their training in the coming months.

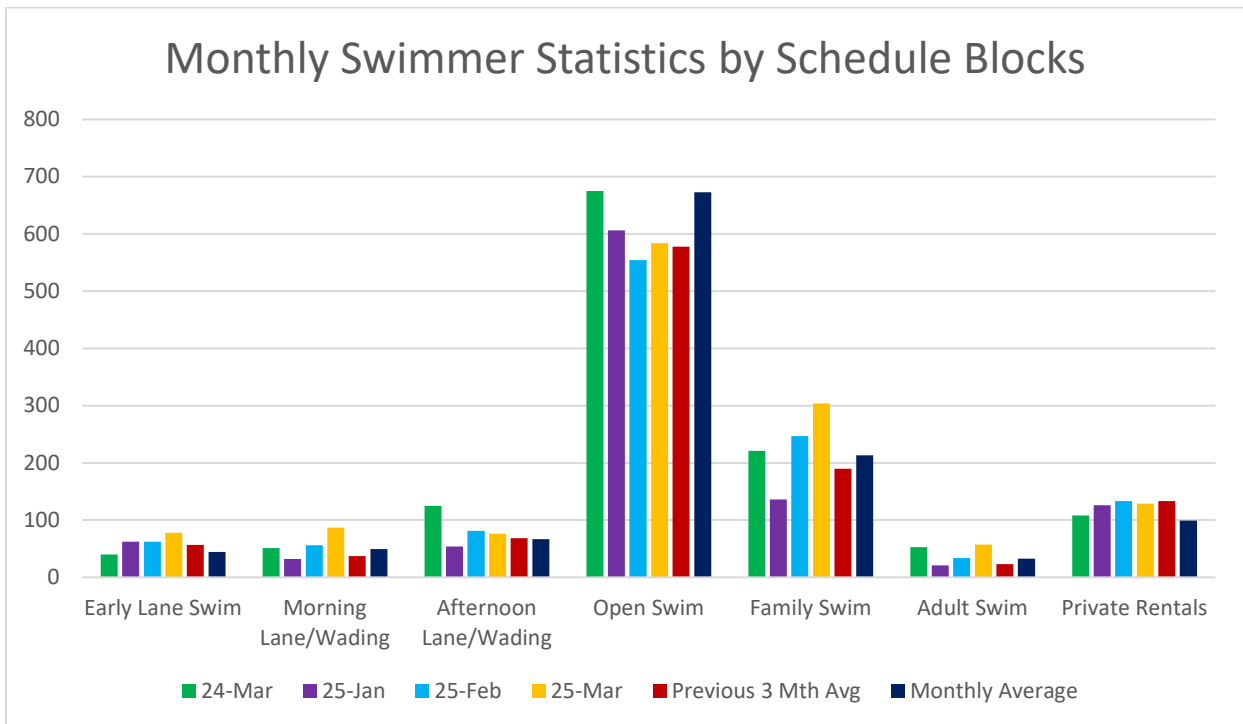
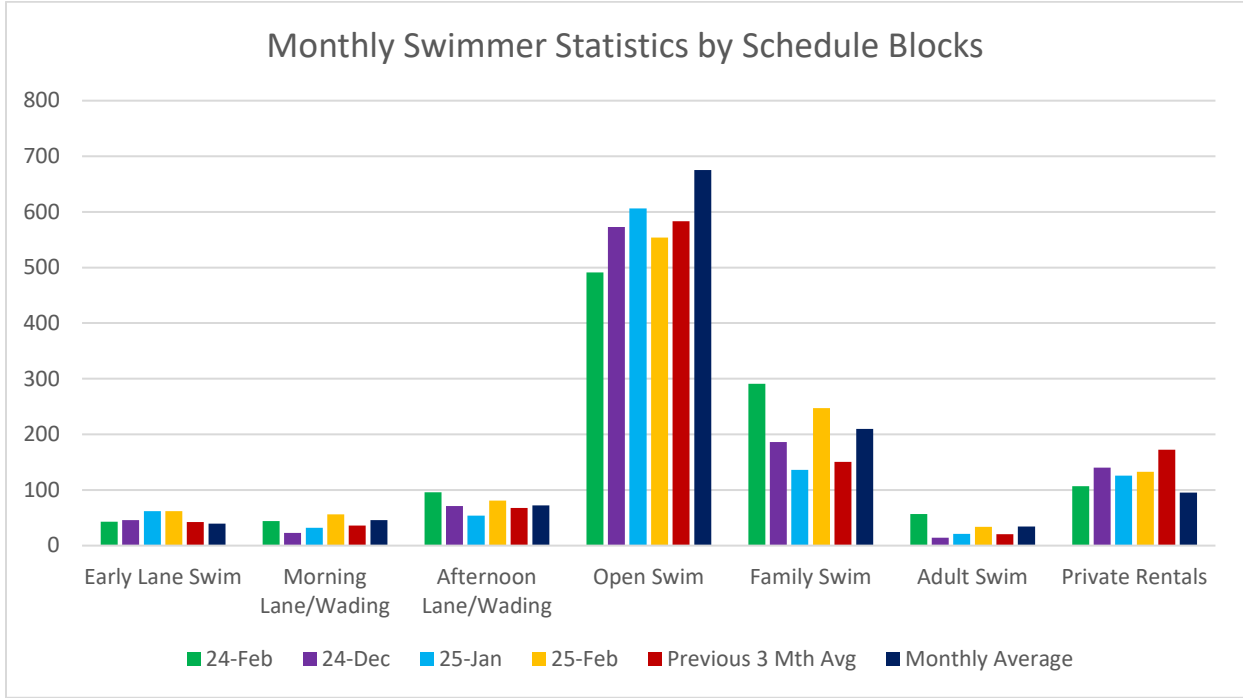
### Don Stewart Aquatic Centre Statistics



# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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

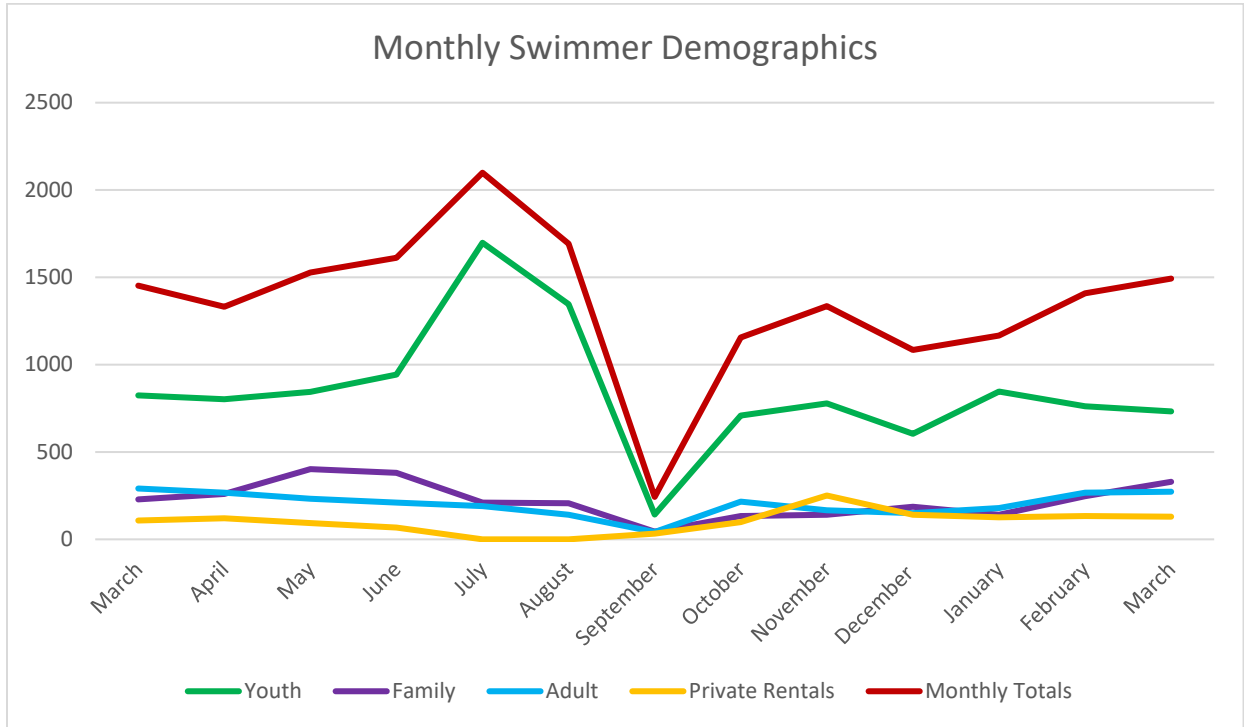




# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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



## Facilities and Maintenance

### Don Stewart Aquatic Centre:

- Weekly walkthrough of Aquatic Centre with Maintenance and Aquatics staff.
- Weekly vacuuming of pool and hot tub.
- Coordinate with local plumbing contractor to return HVAC systems:
  - topped up glycol in makeup air unit
  - added expansion tank to system for better function
  - verified and updated controls settings
  - ordered replacement actuator for air intake louvres
- Addressed malfunctioning mixing valve causing inconsistent temperatures in showers.
- Received and installed replacement jet pump for hot tub.
- Repaired changeroom pool access gate and mechanical door closer.
- Coordinating repair of steam room exhaust fan automation with local HVAC contractor.

### 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.



## REPORT TO COMMITTEE

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**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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

- Safety equipment improvements in ice plant room – per Ammonia Management and Ice Plant Safety Policy.
- Monitor and control minor ice plant ammonia leak with support of CIMCO Refrigeration – heat exchanger requires new gaskets.
- Seasonal shutdown of ice plant, removal of skating ice surface and preparation for transition to shoulder season activities.
- Coordination with Curling Club representatives in advance of ice plant shutdown, in preparation for removal of curling ice surface.
- Pick up ice painting cart and equipment from local manufacture.
- Coordinate repair of ice plant compressor #2 with local electrical contractor.

### 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.
- Inventory and reorganization of storage areas throughout building.
- Coordinated repair of mixing valves for arena changerooms with local plumbing contractor – new mixing valves have been ordered
- Order calibration gas for handheld ammonia monitor and start doing daily bump tests for use when entering ice plant room
- Set up and takedown of multiple Town of Hay River and GNWT public meetings in Community Hall.

### 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.
- Support annual Polar Pond Hockey event at Fishermen's Wharf Pavilion.



# REPORT TO COMMITTEE

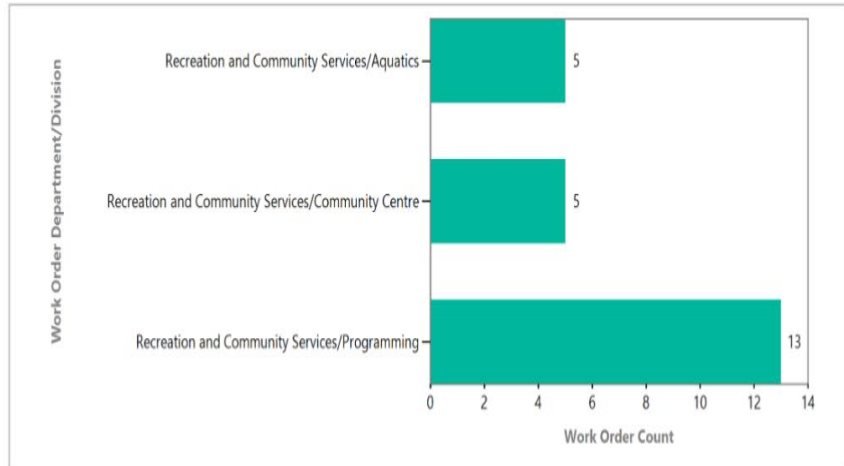
**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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

## Corrective/Custodial Work Order Department/Division Summary (March 2025)

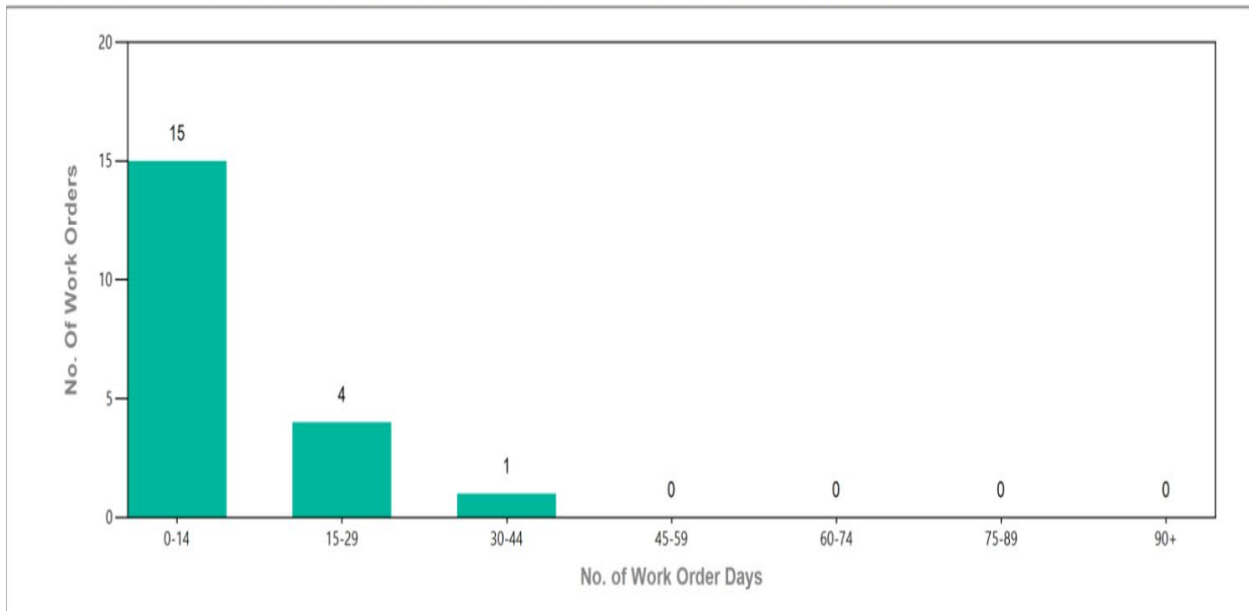
Group By: Department/Division | WO Date Range: 03/01/2025 to 03/31/2025 | Status: ALL | Department/Division: Recreation and Community Services | Craft: ALL | Type: Corrective,Custodial | Main Task: ALL | Cause: ALL | Supervisor: ALL | Lead: ALL | Role: ALL

DEPARTMENT/DIVISION	TOTAL WOs	%
Recreation and Community Services/Aquatics	5	22%
Recreation and Community Services/Community Centre	5	22%
Recreation and Community Services/Programming	13	57%
<b>TOTAL</b>	<b>23</b>	<b>100%</b>



## Corrective Work Order Aging Summary (cumulative)

Total Count: 20 | WO Date Range: 03/01/2025 to 03/31/2025 | Department/Division: Recreation and Community Services | Type: ALL | Main Task: ALL



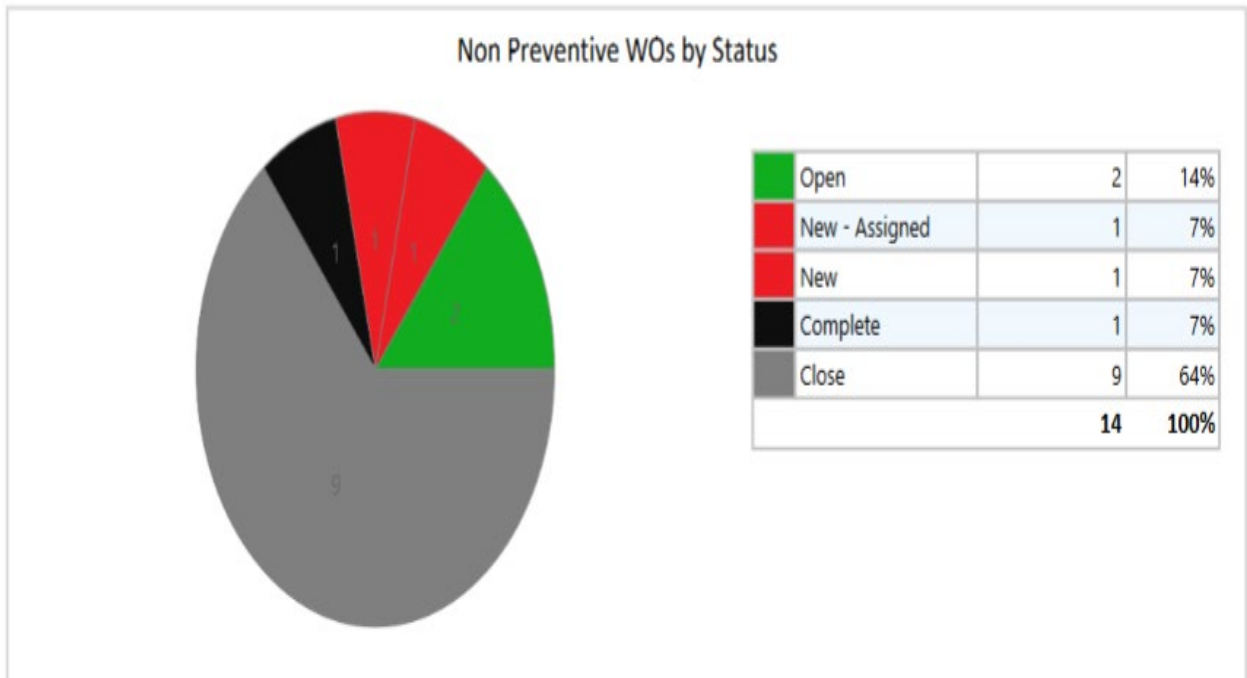
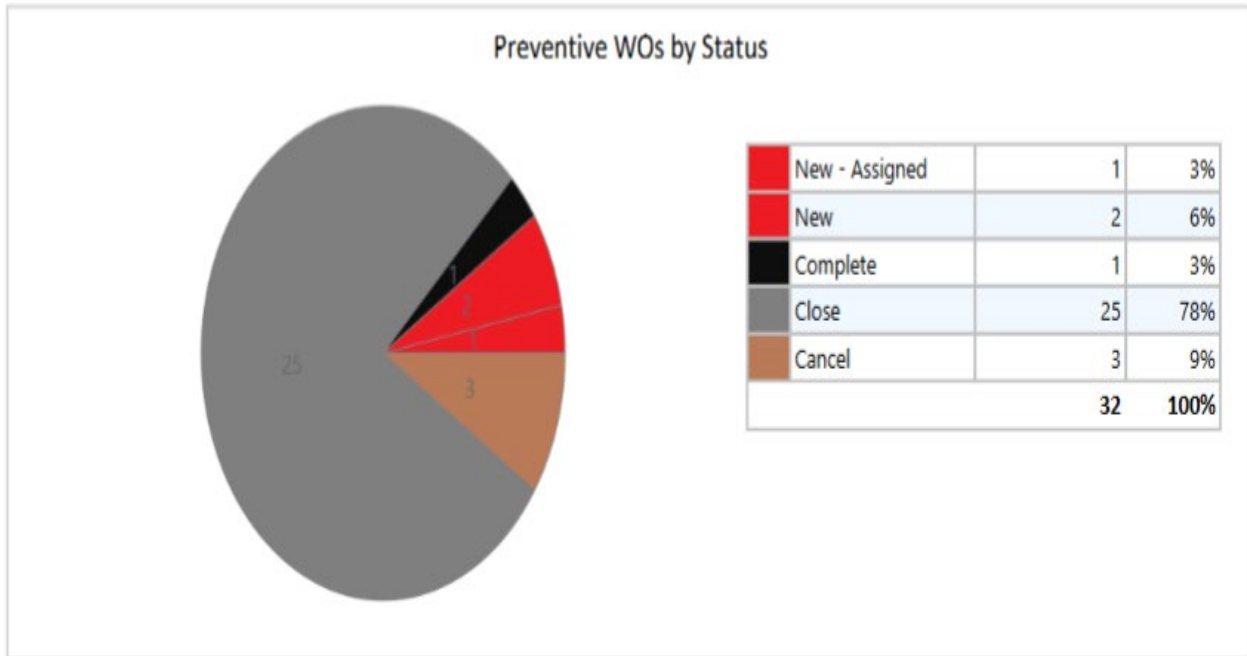


# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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

**Maintenance Work Order Progress Reports** (March 2025)





## REPORT TO COMMITTEE

DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: April 7<sup>TH</sup> 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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### Tourism Coordinator Activity Report

#### Visitor Information Centre (VIC) Operations

- Northern Sky Corridor Project: THR's Tourism Coordinator will be attending a Northern Sky Workshop in Yellowknife April 14<sup>th</sup>, 2025.
- The Town's 2024-25 Community Tourism Coordinator (CTC) progress report was submitted to the GNWT Department of ITI prior to March 31<sup>st</sup>. THR's Tourism Coordinator also required to submit final expense claim invoicing prior to May 31<sup>st</sup>.
  - The Town will also submit a subsequent application to the GNWT to secure Community Tourism Coordinator (CTC) for the 2025/2026 season.
- Fisherman's Wharf Saturday Market operator: The Tourism Coordinator has completed is issuing an Expression of Interest advertisement with a deadline of March 31<sup>st</sup>, 2025.

Town of Hay River Tourism Guide Recruitment Program has been postponed while THR staff explore best path forward. Some questions have been raised regarding insurance and liability concerns. Options are being explored.

- THR Tourism promotion and advertising commitments:
  - Hay River Visitor Guide edits completed and submitted to NNSL
  - Up Here Magazine advertisements and Hay River map completed
  - Yellowknife Visitor Guide advertisements completed
  - NNSL Northwest Territories advertisements completed
- Canadian Forces Snowbirds: The Tourism Coordinator is submitting a request for the Canadian Forces Snowbirds, officially the 431 Air Demonstration Squadron, to do a flight demonstration in Hay River during the summer of 2026.
- Building maintenance: There were multiple sewer line freeze ups at the VIC in March. THR staff are investigating options and cost to remediate and mitigate these risks.



# REPORT TO COMMITTEE

**DEPARTMENT: RECREATION & COMMUNITY SERVICES    DATE: April 7<sup>TH</sup> 2025**

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

<u>Upcoming Special Events</u>	<u>Date(s)</u>	<u>Location</u>
<b><u>April</u></b>		
Wine Festival	April 5 <sup>th</sup>	HR Curling Club
NWT Tourism Luncheon	April 11 <sup>th</sup>	Castaways Cottages
<b><u>May</u></b>		
Territorial Parks (opening day)	May 15 <sup>th</sup>	various locations
Lobsterfest Fundraiser	May 24 <sup>th</sup>	Aurora Ford Arena
<b><u>June</u></b>		
NWT Track & Field Championships	June 4-6 <sup>th</sup>	DJSS
Hay River Heritage Centre (opens)	June 14 <sup>th</sup>	HR Museum
National Indigenous Peoples Day	June 21 <sup>st</sup>	tbd
Canada Day Celebration	July 1 <sup>st</sup>	Bob McMeekin Park
<b><u>July</u></b>		
Hockey NWT & HR Golf Club Event	July 4-6 <sup>th</sup>	Hay River Golf Club
Territorial Fastpitch Championship	July 18-20 <sup>th</sup>	Keith Broadhead Park
Hay Days Music & Arts Festival	July 23-26 <sup>th</sup>	various locations
<b><u>August</u></b>		
RCMP Musical Ride	August 22-24 <sup>th</sup>	DJSS Soccer Field
Kole Crook Fiddling Camp	tbd	tbd

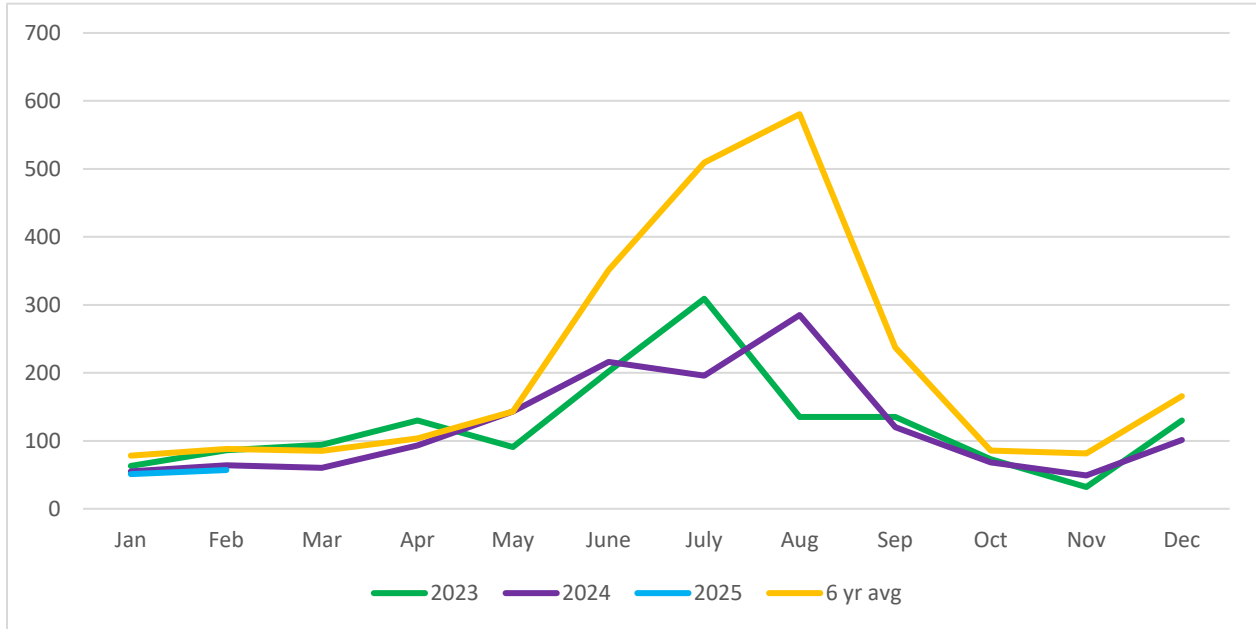


# REPORT TO COMMITTEE

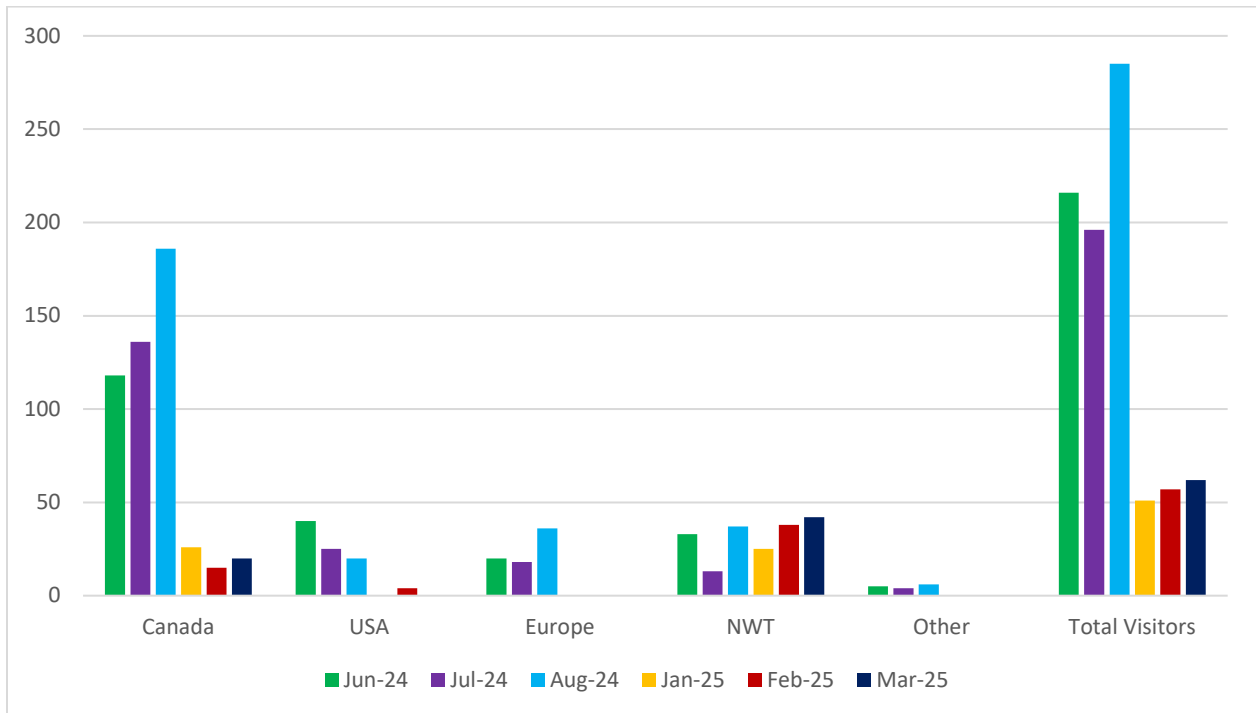
**DEPARTMENT:** RECREATION & COMMUNITY SERVICES    **DATE:** April 7<sup>TH</sup> 2025

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

## VIC Monthly Visitors Tracking



## VIC Visitors by Location



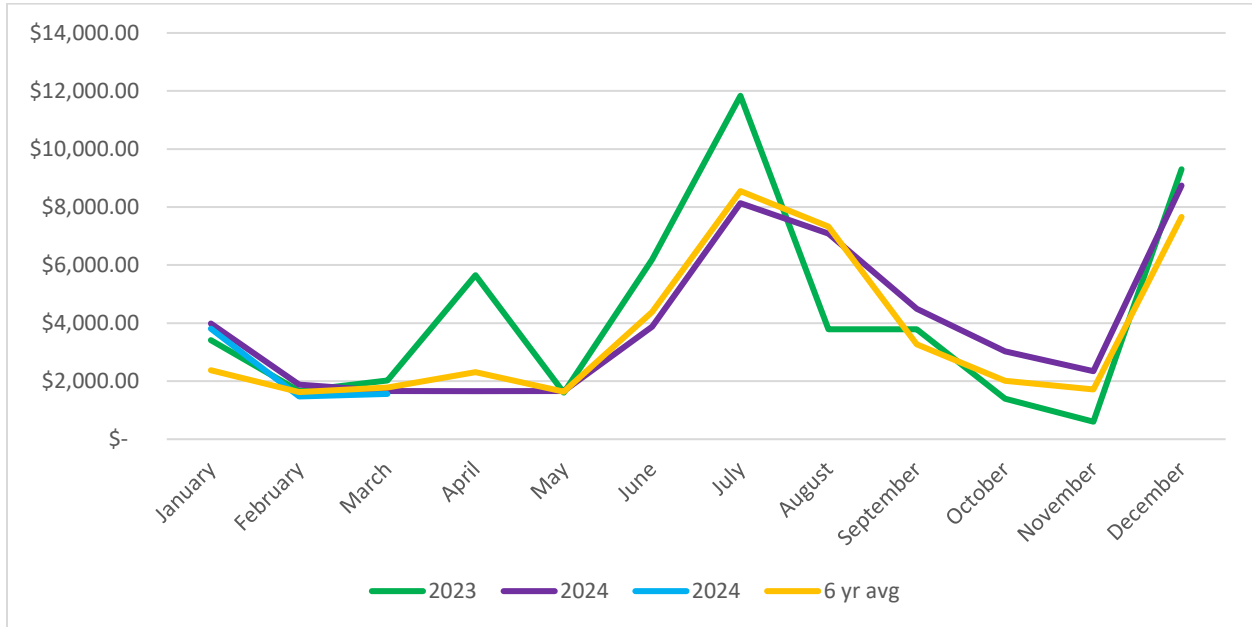


# REPORT TO COMMITTEE

**DEPARTMENT:** RECREATION & COMMUNITY SERVICES **DATE:** April 7<sup>TH</sup> 2025

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

**VIC Gift Shop Sales**



**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: April 5<sup>th</sup>, 2025

**Reviewed by:**  
 Glenn Smith  
 Senior Administrative Officer  
 Date: April 5<sup>th</sup>, 2025



# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: April 7<sup>th</sup>, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

## RECOMMENDATION:

MOVED BY: CLLR WALL  
SECONDED BY: CLLR SQUIRREL

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

## BACKGROUND:

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

Monthly Stat Summary	
Animal Control	15
Traffic	60
Unsightly	7
Other	7

In the month of March, Protective Services responded to 89 inquiries, which is above average. With the temperatures rising and the weather going from cold in the morning to warm in the afternoons, the Protective Services Specialist has been doing proactive patrols to ensure traffic compliance. The focus areas, such as the school zone, the downtown core, approaches onto the highway, and residential neighborhoods, have been yielding great results. With more focus on traffic compliance, we are still emphasizing an educational approach. Due to the volume of reported incidents after 5:00 pm, the PSS has been working an adjusted schedule in an attempt to address the concerns being reported.

The increase in patrols has not only helped with traffic compliance but has also helped the Protective Services Specialist identify areas where loose dogs are still a concern. We are working to ensure that our community remains safe and that loose dogs are not a bother to the residents of our town. Repeat offenders have been issued tickets for their offenses.

The public behavior bylaw has also been on our radar, as with warmer temperatures, we are noticing more activity in the downtown core. The protective services specialist will continue to address the behavior issues as they arise along with the RCMP.



# REPORT TO COMMITTEE

**DEPARTMENT:** PROTECTIVE SERVICES

**DATE:** April 7<sup>th</sup>, 2025

**SUBJECT:** MUNICIPAL ENFORCEMENT REPORT

## School Safety

The Protective Services Specialist continues to monitor and patrol the school zones during peak times to ensure motorists drive with due care and watch for loose animals to ensure the safety of school zones. Due to temperature fluctuations, drivers are reminded to take extra time and drive defensively.

## Upcoming Goals

The Protective Services Specialist will continue to proactively patrol to ensure compliance with all our municipal bylaws. The Protective Services Specialist is currently working towards obtaining his NFPA 1021 officers certification.

## Emergency Services

The Protective Services Specialist has started assisting with the preparation and implementation of training as well as responding to emergency calls. The Protective Services Specialist has been signed off on ambulance competencies and is now taking duty shifts to help maintain ambulance coverage.

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

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

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

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

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

**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: April 7<sup>th</sup>, 2025**

**SUBJECT: MUNICIPAL ENFORCEMENT REPORT**

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	VERBAL OR VISUAL WARNING	WRITTEN WARNING ENFORCEMENT	FINES ENFORCEMENT
<b>Animal Control Bylaw</b>					
Animal Abuse/Welfare	7	2	1	2	2
Barking Dogs	1	1	0	0	0
Dog Attack	7	3	0	1	3
Dog Bites	2	0	0	0	2
Loose Cat/Dog	35	11	15	3	6
Sled Dog Complaints	0	0	0	0	0
Miscellaneous	4	3	1	0	0
<b>Business License</b>					
No Business License	0	0	0	0	0
Operating business not as permitted	1	1	0	0	0
<b>Traffic Bylaw</b>					
Vehicle/Trailer Parking	18	1	9	4	4
ATV/Snow Machine	1	0	1	0	0
Fail to Stop (Sign or Light)	9	0	1	8	0
Speeding	39	1	26	11	1
Speeding (School/Construct/Industrial)	1	0	1	0	0
Suspected Impaired Driver	0	0	0	0	0
Miscellaneous	3	1	1	2	0
<b>Unightly Bylaw</b>					
Overgrown Trees	0	0	0	0	0
Long Grass & Weeds	0	0	0	0	0
Garbage	18	11	3	4	0
Miscellaneous	0	0	0	0	0
<b>Noise Abatement Bylaw</b>					
Noise Complaint	1	1	0	0	0
<b>Fire Prevention Bylaw</b>					
Burning without permit	1	1	0	0	0
Miscellaneous	3	2	1	0	0
<b>Public Behavior Bylaw</b>					
Miscellaneous	0	0	0	0	0
Littering	1	0	0	1	0
Public Intoxication	4	0	1	3	0
Loitering	1	0	0	1	0
<b>Snow Removal Bylaw</b>					
Sidewalks not cleared	1	1	0	0	0
Driveway cleared on to street / sidewalk	2	0	2	0	0
Snow being put on private property	0	0	0	0	0
Miscellaenous	3	1	2	0	0
<b>TOTAL</b>	<b>167</b>	<b>40</b>	<b>66</b>	<b>43</b>	<b>18</b>

**Prepared by:**

Brandon Scott  
Protective Services Specialist

**Reviewed By:**

Travis Wright  
Director Protective Services



# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: April 7<sup>th</sup>, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

## RECOMMENDATION:

MOVED BY: CLLR BOUCHARD  
SECONDED BY: CLR WALL

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

## BACKGROUND:

### Summary:

Monthly Stat Summary	
EMS Calls	63
False Alarms	1
Fires	2
Rescue	1

In March, the Protective Services Department reviewed and updated the emergency plan ahead of our prime emergency season. The changes were discussed with the Local Emergency Management Organization. Over the last several years, multiple community emergency events have led to this document being rigorously reviewed and re-drafted after each event due to lessons learned. As our experience and preparedness have gotten stronger, as has this supporting document. After reviewing all documents thoroughly, there is no need for significant updates, and only minor updates are happening this year to the document.

The areas that are being updated are:

- All 2024 Dates in the document to 2025
- Changes to supporting documents such as updated contact information for positions in supporting organizations
- Position and Title Changes in the THR organization
- Position changes to the typically responsible role in the ICS structure due to position changes in the THR organization.



# REPORT TO COMMITTEE

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: April 7<sup>th</sup>, 2025**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

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The Department has created a department recognition policy outlining the criteria for any awards handed out by the department. This policy also introduces a new award, the Firefighter of the Quarter. Previously, we only recognized the efforts of 1 firefighter a year with the Firefighter of the Year award handed out annually at the Firefighters Ball. That award will continue, but we will also be recognizing an individual for their dedication, effort, and commitment for each of the first 3 quarters. As is tradition, the Firefighter of the Year will still be recognized in the 4th quarter at the ball.

The Department has continued to add functions and links to the online app. The most recent additions to the app have been an electronic Run Book and Firefighter of the Quarter recognition tab. The electronic Run Book allows the department to move to digital tracking, making tracking and reporting faster and more accurate. This has also reduced administration time for statistics reporting.

The Fire Department NFPA 1001 professional firefighter training program recruits have just completed their first written exam and are preparing to take their first practical exam in May. This will be a compilation of many random physical skills picked by the College of the Rockies that they will need to know how to complete the skills by themselves and some skills in a team environment. Testing is done in Hay River thanks to training and certification courses held in-house in prior years, which helps minimize costs to the department.

The first graph below in statistics shows 3 different values. The first column, in blue, represents staff on-call hours and encompasses staff coverage during the workday and full-time salary staff on-call hours at night and on the weekends. The second column in orange, represents all on-call hours put in by our volunteer members. The last column in gray shows the total number of hours that members of the department dedicated to ensuring prompt emergency services.



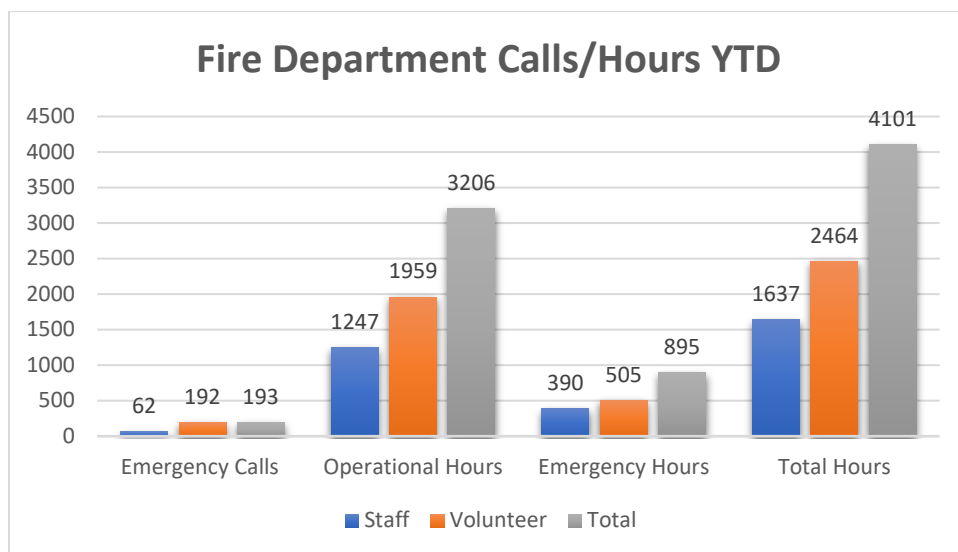
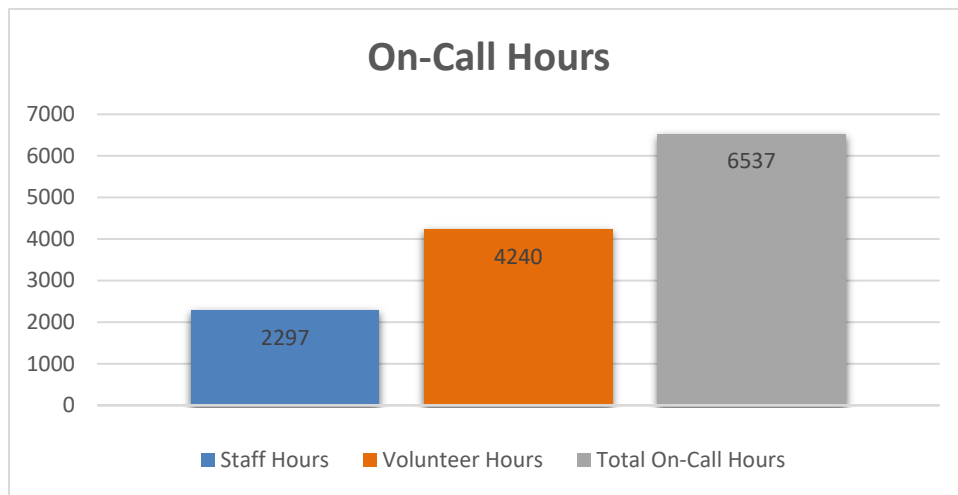
# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: April 7<sup>th</sup>, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

## STATISTICS



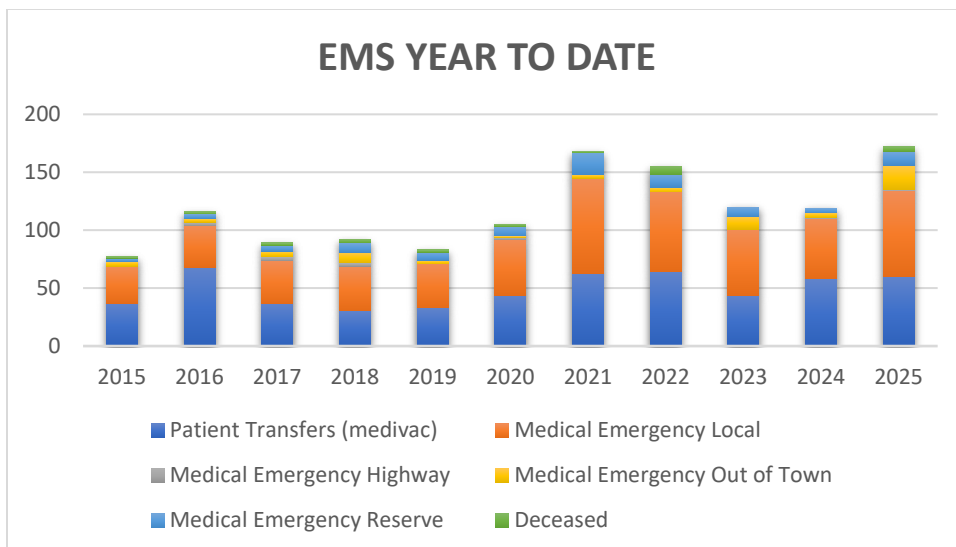


# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

DATE: April 7<sup>th</sup>, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT



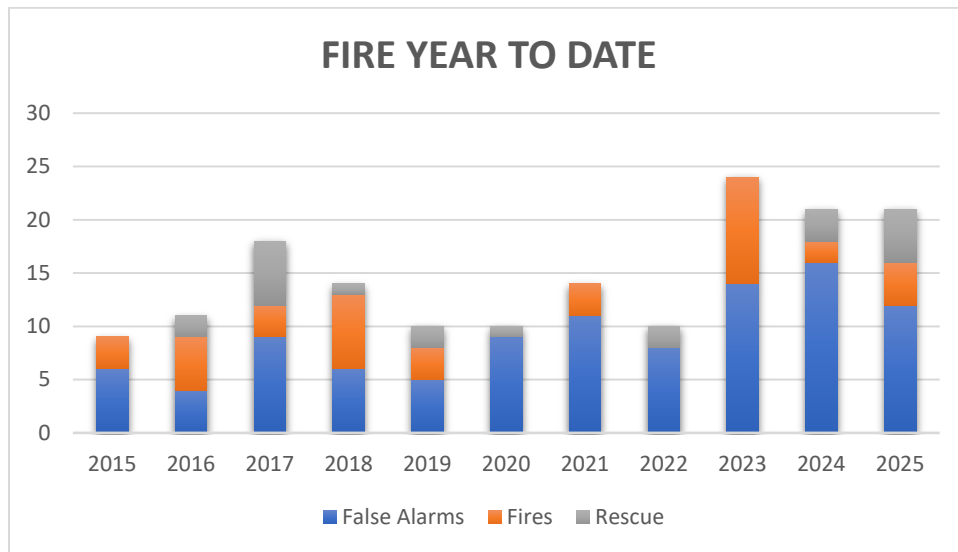


# REPORT TO COMMITTEE

DEPARTMENT: PROTECTIVE SERVICES

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



# REPORT TO COMMITTEE

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: April 7<sup>th</sup>, 2025**

**SUBJECT: EMERGENCY SERVICES MONTHLY REPORT**

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N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

<https://hayriver.com/community-emergency-plan/>

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**Prepared by:**

Travis Wright  
Director Protective Services/Fire Chief  
Date: April 3, 2025

**Reviewed By:**

Glenn Smith  
Senior Administrative Officer  
Date: April 3, 2025



# REPORT TO COMMITTEE

**DEPARTMENT:** ADMINISTRATION

**DATE:** April 7<sup>th</sup>, 2025

**SUBJECT:** EXCUSED ABSENCE

**RECOMMENDATION:**

**MOVED BY:** CLLR WALL  
**SECONDED BY:** CLLR WILLOWS

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Mayor Jameson AND Cllr Gagnier from the Standing Committee of Council, Monday, April 7<sup>th</sup>, 2025**

**BACKGROUND:**

Mayor Jameson have asked to be excused from the Standing Committee of Council, Monday, April 7<sup>th</sup>, 2025.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

**Prepared by:**  
Stacey Barnes  
Council Administrator  
Date: April 4<sup>th</sup>, 2025

**Reviewed by:**



# REPORT TO COMMITTEE

**DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES      DATE: April 7, 2025**

**SUBJECT:                    Application for Rezoning**

**RECOMMENDATION:**

**MOVED BY: CLLR WILLOWS  
SECONDED BY: CLLR WALL**

**MOTION THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the background report for the upcoming Application for Rezoning as information.**

**BACKGROUND:**

The Town of Hay River received an application to renovate an existing building at 8 Poplar Drive to provide an Emergency Shelter. The original application was for a development permit and was investigated as such. The parcel of land is zoned as M1-Restricted Industrial. The Town's Zoning and Development Bylaw does not allow Emergency Shelters as a permitted or discretionary use in this zone. Emergency Shelters are limited to discretionary developments in the C1-Core Area Commercial and C2-Highway/Service Commercial Zones.

The process to accept and process an application for rezoning is time intensive for the Development Officer, contracted Professional Community Planner as well as the applicant so staff would benefit from the input of Council at this juncture. The applicant will still have the opportunity to make an application but would be better informed by Council's input early in the process.

The process to facilitate a rezoning application is defined in section 3.20 starting in section 5 as:

1. *Any person applying to amend the bylaw shall submit a completed application form to the Development Officer containing the following:*
  - a) *a recent certificate of title indicating ownership and other interests;*
  - b) *the applicant's name, address and interest in the property;*
  - c) *the appropriate application fee required; and*
  - d) *a brief written statement by the applicant in support of his application, and his reasons for applying.*
2. *Upon receipt of an application for a rezoning amendment, the Development Officer shall initiate or undertake an investigation and analysis of the potential impacts of development under the proposed zone. In this regard, the Development Officer shall seek the opinion of a Professional Community Planner. The analysis shall be based upon the full development potential of the uses and development regulations specified in the proposed zone and not on the merits of any particular development proposal. The analysis shall, among other things, consider the following factors:*
  - a) *relationship to and compliance with the Community Plan and Council policies;*
  - b) *relationship to and compliance with authorized plans and schemes in preparation;*



# REPORT TO COMMITTEE

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**DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES      DATE: April 7, 2025**

**SUBJECT:                      Application for Rezoning**

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- c) *compatibility with surrounding development in terms of land use function and scale of development;*
- d) *traffic impacts;*
- e) *relationship to, or impacts on, services such as water and sewage systems and other utilities and public facilities such as recreational facilities and schools;*
- f) *relationship to municipal land, right-of-way or easement requirements;*
- g) *effect on stability, retention and rehabilitation of desirable existing uses, buildings, or both in the area;*
- h) *necessity and appropriateness of the proposed zone in view of the stated intentions of the applicant;*
- i) *relationship to the documented concerns and opinions of area residents regarding the application; and*
- j) *the suitability of the land for the proposed zone.*

## **Amendment Process**

3. *In reviewing and processing amendment applications the Development Officer shall:*
  - a) *examine the proposed amendment;*
  - b) *prepare a written report on the proposed amendment; and*
  - c) *advise the applicant in writing that the Development Officer:*
    - i. *is prepared to recommend the amendment to the council without further investigation, or*
    - ii. *is not prepared to recommend the amendment, or*
    - iii. *requires further investigation to make a recommendation, or*
    - iv. *is prepared to recommend an alternative amendment.*
4. *Upon receiving the advice of the Development Officer, the applicant shall advise the Development Officer if the applicant:*
  - a) *wishes the proposed amendment to proceed to Council, in which case he must prepay the advertising costs and any costs incurred by the Town to this point prior to the amendment proceeding to Council; or*
  - b) *does not wish to proceed to Council with the proposed amendment, in which case the application is considered abandoned.*
5. *If requested by the applicant, the Development Officer shall submit the proposed amendment to Council, accompanied by the report of the Development Officer, including the comments of the Professional Community Planner.*
6. *As soon as reasonably convenient, the Development Officer shall submit his recommendation on the proposed amendment to Council, accompanied by the results of his analysis and any other relevant material, if any, and Council shall then consider the proposed amendment.*



# REPORT TO COMMITTEE

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**DEPARTMENT:** INFRASTRUCTURE AND PLANNING SERVICES    **DATE:** April 7, 2025

**SUBJECT:**            Application for Rezoning

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7. *The Development Officer, in his discretion, may present for the consideration of Council any proposed amendments to this bylaw on his own initiative, and the proposed amendment shall be accompanied by the report and recommendation of the Development Officer.*
  
8. *Council in its discretion, may initiate any amendment to this bylaw, and prior to the approval of any amendment, Council shall refer the proposal to the Development Officer for his report and recommendation.*



# REPORT TO COMMITTEE

DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES      DATE: April 7, 2025

SUBJECT:              Application for Rezoning

The below drawings can be provided under separate cover at the meeting if requested.



925 Mackenzie Highway  
Hay River, NT  
X0E 0R3

February 10, 2025

To the Mayor and Council of the Town of Hay River:

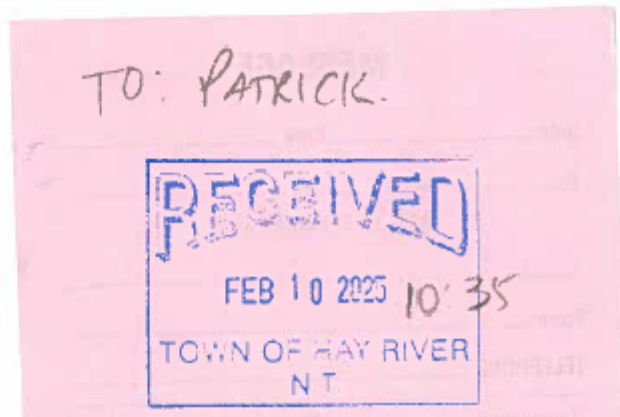
This letter requests the approval of the Development Permit to renovate a portion of an existing building (8 Poplar Rd) for use as the Hay River Homeless Shelter. Please see attached preliminary drawings showing the location of the building and the proposed renovations.

The detailed drawings have been forwarded to the Fire Marshal for review and approval.

The HRMDC looks forward to the Town's support in providing this important service to the community.

Best Regards,

Clell Crook, President







# REPORT TO COMMITTEE

DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES      DATE: April 7, 2025

SUBJECT: Application for Rezoning







**HAY RIVER  
& AREA      METIS  
LOCAL 51**

METIS LOCAL 51

**HAY RIVER  
HOMELESS  
SHELTER**

8 POPLAR RD  
HAY RIVER, NT

ARCHITECTURAL NOTES

PROJECT NAME: HAY RIVER METIS LOCAL 51 HOMELESS SHELTER  
 USE: NIGHT TIME OCCUPANCY SHELTER  
 REFERENCE: NATIONAL BUILDING CODE CANADA 2020  
 PROJECT DESCRIPTION: RENOVATION OF NORTH SIDE (HALF) OF  
 8 POPLAR DRIVE, SINGLE STOREY METAL FRAME (NON  
 COMBUSTIBLE) BUILDING.

USE AND OCCUPANCY: BS CARE OCCUPANCY 1.4.1.2 DIVISION A

BUILDING SIZE AND CONSTRUCTION: (ARTICLE 3.2.2.25)

- GROSS RENOVATION AREA: 2450 SQUARE FEET (227 M<sup>2</sup>)
- NUMBER OF STOREYS ABOVE GRADE – 1 (ONE)
- NUMBER OF STOREYS BELOW GRADE – NONE
- HEIGHT OF BUILDING: 10'2" (3.10 M)
- UNSFRANKLED
- FACING ONE STREET
- NON COMBUSTIBLE CONSTRUCTION
- EXTERIOR WALL – 45 MINUTE FIRE RATING
- ROOF AND FLOOR – 45 MINUTE FIRE RATING
- PARTITION RATING – 2 HOUR BETWEEN COMPARTMENTS

OCCUPANT LOAD: MULTI-PURPOSE ROOM AREA 976 SQUARE FEET (90M<sup>2</sup>)


- SPACE WITH NON-FIXED SEATS AND TABLES
- AREA PER PERSON: 40.9 SQUARE FT (4.55 M<sup>2</sup>)
- OCCUPANT LOAD: 20 PERSONS

FIRE SAFETY:

- SMOKE DETECTORS IN EACH COMPARTMENT, HARD WIRED WITH BATTERY BACKUP AND INTERCONNECTED
- 5A ABC FIRE EXTINGUISHER IN EACH COMPARTMENT

BUILDING SECURITY:

- INSULATED STEEL DOORS AND FRAMES, CW LOCKING AND TAMPER-PROOF HARDWARE
- STEEL WINDOW FRAMES



DRAWING LIST

A 100 EXISTING FLOOR PLAN  
 A 102 NEW FLOOR PLAN  
 A 200 EXISTING ELEVATIONS

A 201 NEW ELEVATIONS  
 A 202 SECTION A-A ASSEMBLIES  
 A 203 SECTION B-B & C-C

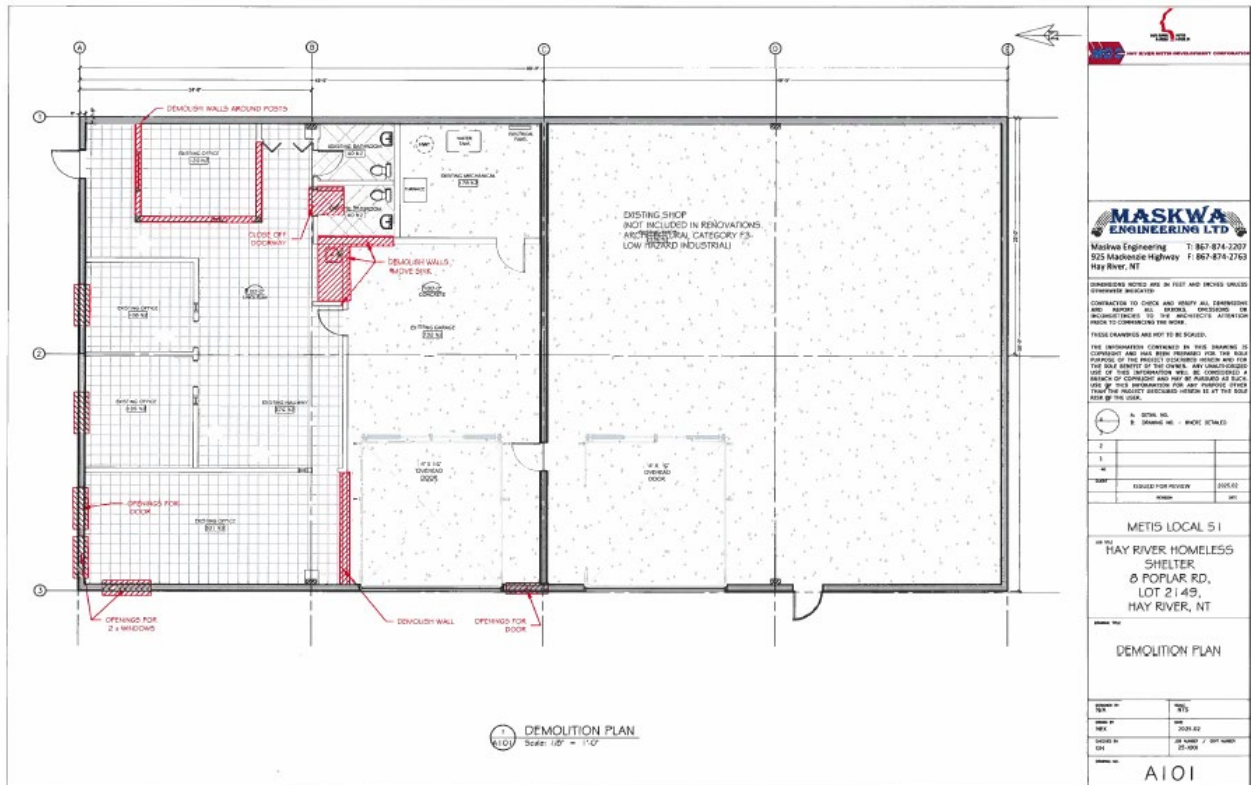




# REPORT TO COMMITTEE

DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES      DATE: April 7, 2025

SUBJECT:      Application for Rezoning

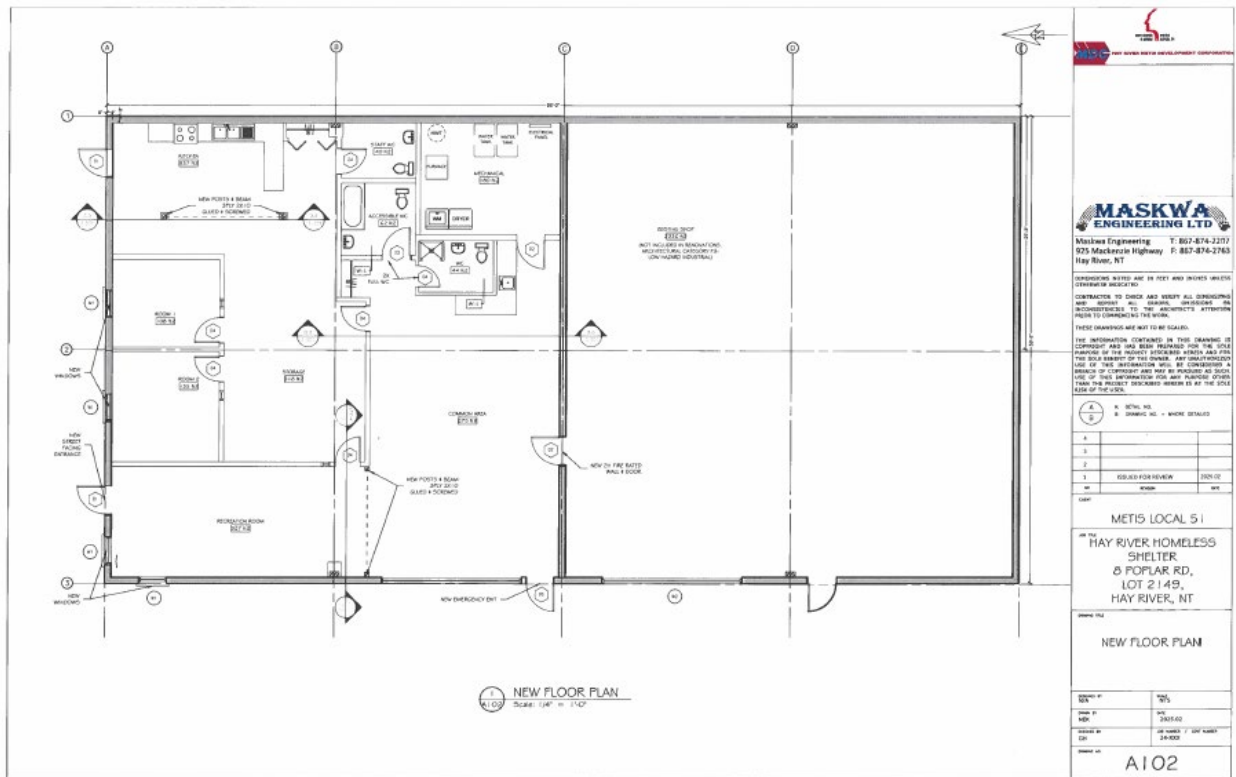




# REPORT TO COMMITTEE

DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES      DATE: April 7, 2025

SUBJECT:      Application for Rezoning

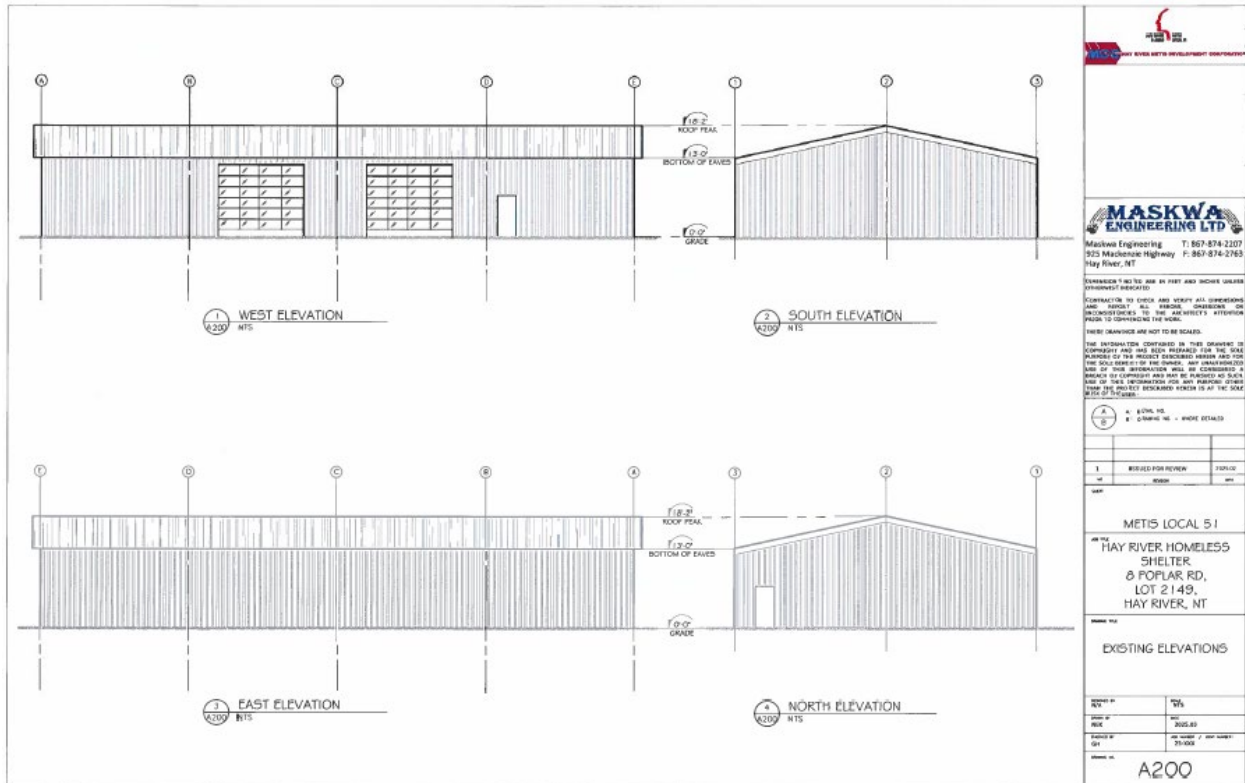




# REPORT TO COMMITTEE

DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES      DATE: April 7, 2025

SUBJECT: Application for Rezoning

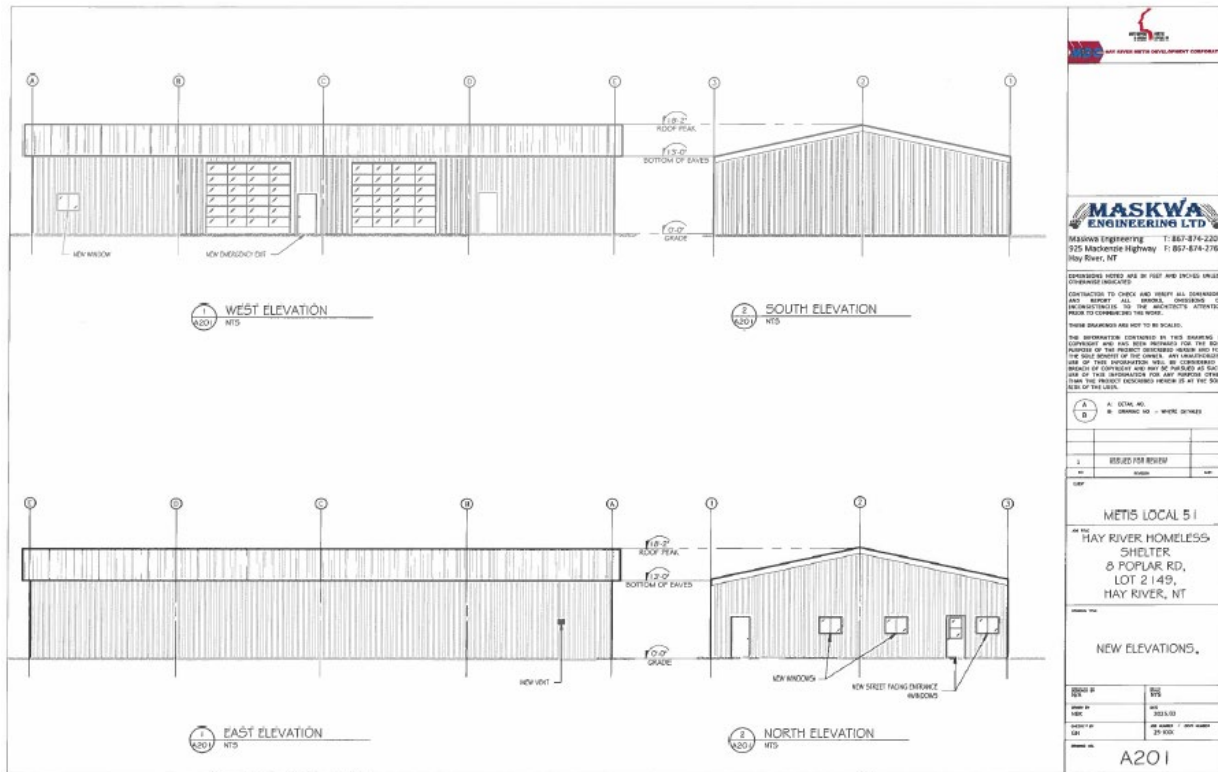




# REPORT TO COMMITTEE

DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES      DATE: April 7, 2025

SUBJECT: Application for Rezoning





# REPORT TO COMMITTEE

DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES DATE: April 7, 2025

SUBJECT: Application for Rezoning

WINDOW SCHEDULE			
QUANTITY	W	H	COMMENTS
4	W1	4'-0"	3'-0"
2	W2	14'-0"	16'-0"

DOOR SCHEDULE			
QUANTITY	W	H	COMMENTS
2	D1	3'-0"	6'-0"
2	D2	3'-0"	6'-0"
1	D3	4'-0"	6'-0"
6	D4	2'-0"	6'-0"
1	D5	3'-0"	6'-0"

### ASSEMBLIES

**PARTITION WALL**

**W-1**

- 1" DRYWALL
- 2 X 4 STUDS @ 16" OC
- 1" DRYWALL

**EXTERIOR WALL**

**W-2**

- METAL SIDING
- STEEL COLUMNS
- WINDOUR BARRIER
- R20 BATTING INSULATION
- 2 X 4 STUDS @ 16" OC
- 1" DRYWALL

**FIRE RATED PARTITION WALL**

**W-3**

- 1/2 TYPE X DRYWALL
- 2 X 4 STUDS @ 16" OC
- FIRE RETARDANT SPRAY FOAM
- 2 X 4 STUDS @ 16" OC
- 1/2 TYPE X DRYWALL

**FIRE RATED PARTY WALL**

**W-4**

- 1/2 TYPE X DRYWALL
- 2 X 4 STUDS @ 16" OC
- FIRE RETARDANT SPRAY FOAM
- 1/2 TYPE X DRYWALL

**DROP CEILING**

**DC-1**

- HANGING TRUSS
- 2 X 6 JOISTS @ 16" OC
- R20 BATTING INSULATION
- 1" PLYWOOD

**FLOOR**

**FL-1**

- CONCRETE

**ROOF**

**RF-1**

- PREPARED METAL ROOFING
- METAL PURLINS AND GIRTS
- SPRAY FOAM INSULATION

**CONTRACTOR TO CHECK AND VERIFY ALL DIMENSIONS AND REPORT ALL ERRORS / OMISSIONS OR INCONSISTENCIES TO THE ARCHITECT'S OFFICE PRIOR TO COMMENCING THE WORK.**

**THESE DIMENSIONS ARE NOT TO BE SCALE.**

**THE INFORMATION CONTAINED IN THIS DRAWING IS THE PROPERTY OF MASKWA ENGINEERING LTD. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF MASKWA ENGINEERING LTD.**

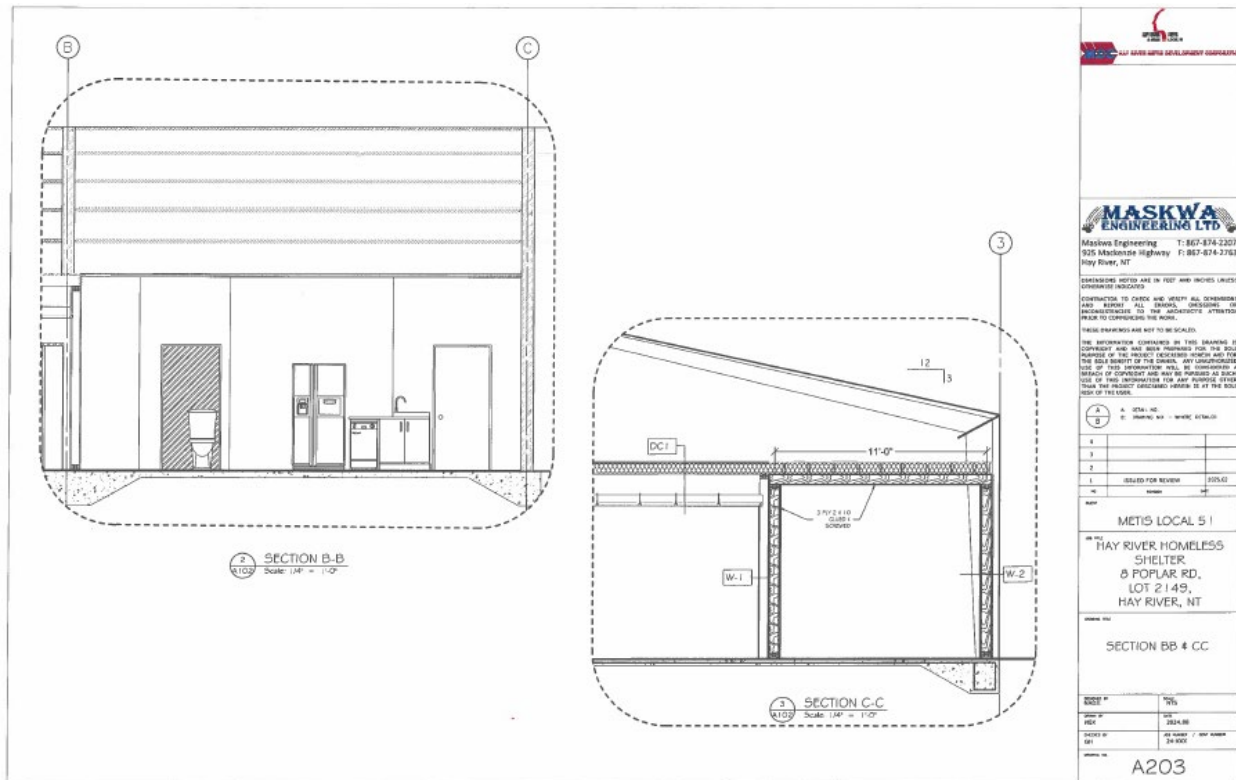
DATE: 04/07/25  
 DRAWN BY: [Signature]  
 CHECKED BY: [Signature]  
 PROJECT NO: A202



# REPORT TO COMMITTEE

DEPARTMENT: INFRASTRUCTURE AND PLANNING SERVICES      DATE: April 7, 2025

SUBJECT: Application for Rezoning



**COUNCIL POLICY / STRATEGY OR GOAL:**

Bylaw 2444-22 Zoning and Building Bylaw  
Hay River Community Plan

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

Section 129 of the Cities, Towns and Villages Act

**FINANCIAL IMPLICATIONS:**



# REPORT TO COMMITTEE

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**DEPARTMENT:** INFRASTRUCTURE AND PLANNING SERVICES    **DATE:** April 7, 2025

**SUBJECT:**        Application for Rezoning

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N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

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

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



# REPORT TO COMMITTEE

**DEPARTMENT:** Office of the SAO

**DATE:** April 7, 2025

**SUBJECT:** Water – Sewer Bylaw Amendment

**RECOMMENDATION:**

**MOVED BY:** CLLR LAKUSTA  
**SECONDED BY:** CLLR WALL

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER** accepts the report on an amendment to the Water-Sewer Bylaw as presented and recommended by the Policy and Bylaw Committee

**BACKGROUND:**

In March 2025, Council of the Town of Hay River approved a new Waste Management Bylaw No. 2466-IPS-25. The bylaw included terms for the application of solid waste processing levies on monthly water-sewer utility bills for residential property owner accounts. The terms dictated that the solid waste processing levies must be charged to accounts held by property owners; accounts would not be set up for tenants. The primary reasoning for this requirement was to more effectively facilitate the transfer of levy arrears to the property owner's property tax account. Accounts that are in arrears for more than 60 days can be transferred to the property owner's property tax account at the end of the calendar/fiscal year. Transfers to property tax accounts significantly reduces collection issues.

To create consistency in the account setup requirements of the Waste Management Bylaw and the Water-Sewer Bylaw, it is recommended that the Water-Sewer bylaw be amended so that accounts must be under the property owner's name. This change will facilitate the transfer of arrears to property owner's tax accounts and improve collections processes.

There are approximately 50 (out of approximately 2000) unique property owners with existing water/sewer accounts that are held in tenants' names. It is suggested that these accounts be grandfathered until the current tenants choose to close their account or after 5 years effective from the bylaw amendment.

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

**Prepared by:**

**Reviewed by:**



# REPORT TO COMMITTEE

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**DEPARTMENT: Office of the SAO**

**DATE: April 7, 2025**

**SUBJECT: Water – Sewer Bylaw Amendment**

Glenn Smith  
SAO  
March 31<sup>st</sup>, 2025



# REPORT TO COMMITTEE

**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: April 7, 2025**

**SUBJECT: Public Behaviour Bylaw Amendment**

## **RECOMMENDATION:**

**MOVED BY: CLLR WILLOWS  
SECONDED BY: CLLR WALL**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report on an amendment to the Public Behaviour Bylaw as presented and recommended by the Healthy Communities Committee and the Policy and Bylaw Committee**

## **BACKGROUND:**

The recommendation to institute the initial Public Behaviour Bylaw in 2023 came from the Healthy Communities Committee (then Social Issues Committee) at the request of the RCMP to help with loitering issues in public places in the downtown core of Hay River. The recommendation was then reviewed by the Bylaw and Policy Committee and approved to carry forward to a Regular Meeting of Council.

The Public Behaviour bylaw has been appreciated by the RCMP as a tool to address some of the public behavior issues downtown.

A 2024 request for an update to the Public Behaviour bylaw to include a bullying section came from the DJSS High School Principal and the RCMP. The school is having issues dealing with bullying on and off school grounds including online. The RCMP typically cannot do anything because the threshold for the criminal code for bullying is relatively high. This means it must be a severe bullying case to be enforceable. An amendment to the Public Behaviour Bylaw to deter bullying would give the RCMP the discretion needed to issue fines for acts they determine are in non-compliance with the bylaw.

The idea for including an antibullying clause in the bylaw came from an RCMP member who had served in the City of Brooks, where there was a bullying section in their community standards bylaw. Having this tool was helpful in that community for addressing bullying issues in the high school.

Attached are letters of support from the DJSS Principal and the RCMP sergeant for this update to the Behaviour Bylaw. This has been a proven tool in other communities, and we want to



# REPORT TO COMMITTEE

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**DEPARTMENT: PROTECTIVE SERVICES**

**DATE: April 7, 2025**

**SUBJECT: Public Behaviour Bylaw Amendment**

support the request from both the school and RCMP to have this tool to help address bullying before it becomes severe.

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

Public Behaviour Bylaw – Tracked Changes  
DJSS Letter of Support  
RCMP Letter of Support

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**Prepared by:**  
Travis Wright  
Director of Protective Services  
March 31<sup>st</sup>, 2025

**Reviewed by:**  
Glenn Smith  
SAO  
March 31<sup>st</sup>, 2025



# REPORT TO COMMITTEE

**DEPARTMENT:** Office of the SAO

**DATE:** April 7, 2025

**SUBJECT:** Unoccupied Housing Strategy

## RECOMMENDATION:

**MOVED BY: CLLR WALL  
SECONDED BY: CLLR WILLOWS**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the Unoccupied Housing Strategy as presented as recommended by the Policy and Bylaw Committee**

## BACKGROUND:

An inventory of unoccupied housing (ie. Federal houses; Mackenzie Place Highrise; other housing with evidence of long-term vacancies) was completed by the Town in June 2024. It was determined that most unoccupied housing units within the Town of Hay River are owned by either the territorial or federal governments. Attempts to encourage other levels of government to place these units on the market have been unsuccessful, in part due to unsettled land claims in the area and in part due to uncertainty in the future housing needs for other programming. Several extraordinary events have also influenced the availability of unoccupied housing units including flooding and wildfires that displaced residents from KFN and the Town, and the 2019 Highrise fire which remains uninhabitable and included several low-income units.

The Town's Community Housing Plan and its Housing Accelerator Fund Contribution Agreement with CMHC specify objectives around ensuring unoccupied housing is made available for occupancy.

The following are strategic actions that could be taken by the Town to get unoccupied housing onto the market and available for retrofit and long-term occupancy:

### **Town Administration**

- Administration to meet with local representatives of NWT Housing to request a five-year housing needs assessment for housing that falls under the mandate of NWT Housing.
- Determine if the most recent needs assessment will identify surplus unoccupied housing
- Administration to meet with federal government bureaucrats responsible for local housing in municipalities to confirm that the unoccupied housing stock held by the federal government is or is not available for release to the Town and/or public. Further, explore the reasoning behind the "hold" on unoccupied federal housing if a "hold" is

confirmed. Determine if land claims are an impediment to releasing unoccupied housing in Hay River and whether there is any possibility to negotiate a path forward that might include setting aside some of the units for claimant groups.

### **Elected Officials**

- Elected Officials to meet with KFN to determine what their position is on off-reserve housing and if there's some form of path forward the two governments could agree to support and partner to approach other levels of government that own the housing.
- Elected Officials to meet with Territorial Government Minister of Housing and local MLAs to discuss a path forward for release of surplus unoccupied housing units to the town and/or public to be retrofitted for long-term occupancy. Elected Officials to advocate for the GNWT to represent the interests of Hay River in discussions with federal government regarding the release of unoccupied federal housing in Hay River.

If the federal or territorial governments do not agree to release unoccupied housing, the discussions above should include dialogue on whether there are plans to increase the occupancy of those properties. Filling vacant government units could create vacancies in non-government housing supply that the public could utilize.

The Town has powers within its current Bylaws that would allow it to act if unoccupied housing created an unsightly land situation. These powers could be enforced on property owners, inclusive of territorial or federal governments. Once the Town has a response on its request to release unoccupied housing it can consider whether other actions such as differential taxation of unoccupied housing is warranted.

### **COUNCIL POLICY / STRATEGY OR GOAL:**

- 2022-25 Hay River Strategic Plan
- 2023 Hay River Strategic Housing Plan

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

Bylaw 2322-GEN-13 Unsightly Land

### **FINANCIAL IMPLICATIONS:**

Unoccupied Land is currently taxable at the same mill rate as occupied land. A sub-classification for unoccupied land could allow for differential taxation.

### **ALTERNATIVES TO RECOMMENDATIONS:**

The Committee could not pursue an unoccupied housing strategy.

### **ATTACHMENTS:**

- None

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### **Prepared by:**

Glenn Smith  
Senior Administrative Officer  
March 11, 2025



# REPORT TO COMMITTEE

**DEPARTMENT:** Office of the SAO

**DATE:** April 7, 2025

**SUBJECT:** Vacant Land Strategy

## RECOMMENDATION:

**MOVED BY: CLLR LAKUSTA  
SECONDED BY: CLLR WALL**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the Vacant Housing Strategy as presented as recommended by the Policy and Bylaw Committee**

## BACKGROUND:

### INFORMATION ONLY

Land that is developable but remains vacant (no improvements<sup>1</sup>) for several years creates a burden on the rest of the community when it comes to supporting the town's infrastructure and services. At the same time, the community does not get to benefit from the jobs, services, and the tax base that could be provided by developing the vacant properties.

The Town's Community Housing Plan and its Housing Accelerator Fund Contribution Agreement with CMHC specify objectives around returning vacant land to the housing market. Identified strategies include incentivizing development and creating a disincentive program for not developing properties.

Reasons to address vacant land in Hay River include:

1. Stimulate residential development in Hay River (including multi-family housing).
2. To ensure there are quality housing options for people that choose to live and work in Hay River.
3. To improve the housing market and the variety of housing stock in Hay River.
4. To help solve the rental shortage in Hay River.
5. To support local businesses and industry.
6. To encourage investments that will grow Hay River.

It is recommended that Council develop and execute a vacant land development strategy that considers the following components and initiatives. Initiatives would require further research and consideration ahead of approval by Council.

### Strategy Components

<sup>1</sup> IMPROVEMENTS: Improvements, for assessment purposes, generally means any buildings, fixtures or structures placed on land.



# REPORT TO COMMITTEE

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**DEPARTMENT:** Office of the SAO

**DATE:** April 7, 2025

**SUBJECT:** Vacant Land Strategy

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The strategy to increase development of vacant land includes both incentives and disincentives. Grants for development of multi-family housing could incent existing landowners to develop land that has been vacant for several years but is suitable for multi-family residential housing. Creating subclasses for vacant land will allow Council to apply differential tax rates to vacant land. An incentive that rebates and rewards the sale of developable land that has been vacant for several years helps to balance out the disincentive approach of differential tax rates for vacant properties. Following are four initiatives that could be included in a vacant land incentive program.

*Initiative 1 – Residential Development Grant (\*currently implemented through funding received from CMHC)*

The Town approved a Residential Development Grant Program to incent construction of residential housing that will increase housing density within the community including multi-family housing and accessory dwelling units.

*Initiative 2 – Bylaw creating subclasses for vacant commercial and residential properties.*

Vacant property is defined as property that is for commercial or residential uses, but which has not been built upon or developed for any of its approved uses. To fall into a vacant tax subclass, the property must have remained undeveloped for seven years or more or be vacant of improvements which have been demolished for seven years or more. The property must also be fully serviced, or directly serviceable, and developable. The property taxation roll will be the source for determining if the property has “improvements”. Property owners may submit additional support for the development status of their property.

Hay River currently has a classification in its Tax Bylaw for Rural Residential Non-developed property, but this does not apply to lands outside of Rural zoned areas. Rural Residential land is taxed at a higher rate than Rural Residential Developed land so there is a precedent within the existing property tax regime for assigning a higher mill rate for undeveloped property.

*Initiative 3 – Taxation of Vacant Lands Policy*

The subclasses allow for Council to set tax rates for vacant residential property and vacant commercial property that are separate from the non-vacant residential and commercial tax classes. Tax rates themselves are generally set by Council in May/June of each year, after assessments have been finalized.



## REPORT TO COMMITTEE

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**DEPARTMENT:** Office of the SAO

**DATE:** April 7, 2025

**SUBJECT:** Vacant Land Strategy

---

The purpose here is to motivate people to develop land that is ready for development. Alternatively, to encourage the sale of vacant land to people who are interested in developing land but are unable to due to a shortage in developable land supply.

### *Initiative 4 - Vacant Lot Sale Incentive Program Policy*

This policy ensures that if any property within the Town of Hay River falls within one of the vacant tax subclasses, but is up for sale (through realtor or private sale listing), the property owner can receive a grant rebate.

**COUNCIL POLICY / STRATEGY OR GOAL:**

This Strategy is intended to support the Town of Hay River's Strategic Plan, specifically the goal to "Consider the use of incentives and the removal of barriers to the provision of diverse housing options for Hay River" but with broader application to the goal to "Identify ways to use urban space more effectively for housing". This Strategy also provides broad support for the Town of Hay River's Strategic Housing Plan.

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

- Taxation Bylaw
- Zoning and Building Bylaw
- Hay River Housing Strategy
- Hay River/CMHC Contribution Agreement

**FINANCIAL IMPLICATIONS:**

The following financial implications apply to each initiative:

Initiative 1 – funded by CMHC contribution agreement

Initiative 2 – the Bylaw that will allow for the setting of disincentive mill rates for vacant property

Initiative 3 – potential for increased property taxation revenue from disincentive rates on vacant properties.

Initiative 4 – Cost associated with applying a refund on the difference between the vacant and non-vacant tax rate.

**RECOMMENDATIONS:**

That the Committee of Council support the four initiatives identified for a Vacant Land Development strategy and direct Administration to return with:

- A Bylaw incorporating a sub-classification for vacant residential and commercial land
- Proposed mill rates for the sub-classified vacant residential and commercial land
- A Policy supporting the rebate of the mill rate differential for vacant lands with specific criteria to be eligible for a vacant land property tax differential rebate

**ALTERNATIVES TO RECOMMENDATIONS:**

Any or all of the four Initiatives could be included in the Town's Vacant Land Development Strategy. Initiative 1 stands on its own and is already implemented. Initiatives 2, 3 and 4 are tied to property taxation. Initiatives 3 and 4 cannot be implemented without creating a subclassification for vacant residential and commercial land. Initiative 4 could be excluded from the Vacant Land Development Strategy.

**ATTACHMENTS:**

- none

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Prepared by:

Glenn Smith  
Senior Administrative Officer

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Date: March 10, 2025



# REPORT TO COUNCIL

DEPARTMENT: CORPORATE SERVICES

DATE: APRIL 28, 2025

SUBJECT: 2025/26 WATER & WASTE SERVICES CONTRIBUTION AGREEMENT

## RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER APPROVES TO ENTER INTO A CONTRIBUTION AGREEMENT WITH THE GOVERNMENT OF THE NORTHWEST TERRITORIES FOR WATER & WASTE SERVICES FUNDING FOR THE 2025 FISCAL YEAR IN THE AMOUNT OF \$1,182,000.

## BACKGROUND:

Each year, the Government of the Northwest Territories provides funding to support the Town's water & waste services (WWS). This funding typically represents approximately 7% of the Town's total O&M revenue.

For the 2025 fiscal year, as recommended by Municipal and Community Affairs, the Town conservatively budgeted a contribution of **\$1,089,000** from the GNWT. However, the finalized agreement reflects a **funding amount of \$1,182,000**, which is **\$93,000 more than budgeted**. Compared to the **2024 actual contribution of \$1,163,000**, this represents an **increase of \$19,000**.

The table below summarizes the funding amounts and variances:

2024 Actual	2025 Budget	2025 Actual	2024 Actual - Variance	2025 Budget - Variance
1,163,000	1,089,000	1,182,000	19,000	93,000

Once the agreement is signed, the funding will be disbursed in monthly installments.

## COUNCIL POLICY / STRATEGY OR GOAL:

To obtain Water and Waste Services funding for the 2025 fiscal year.

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River Operations & Maintenance Budget for 2025

## FINANCIAL IMPLICATIONS:

\$1.2M for water and waste services operating expenditures



# REPORT TO COUNCIL

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DEPARTMENT: CORPORATE SERVICES

DATE: APRIL 28, 2025

SUBJECT: 2025/26 WATER & WASTE SERVICES CONTRIBUTION AGREEMENT

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**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Blair Porter  
Director of Corporate Services  
April 22, 2025

**Reviewed by:**  
Glenn Smith  
Senior Administrative Officer  
April 22, 2025



# REPORT TO COUNCIL

DEPARTMENT: CORPORATE SERVICES

DATE: APRIL 28, 2025

SUBJECT: 2025/26 OPERATIONS & MAINTENANCE CONTRIBUTION AGREEMENT

## RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER APPROVES TO ENTER INTO A CONTRIBUTION AGREEMENT WITH THE GOVERNMENT OF THE NORTHWEST TERRITORIES FOR OPERATIONS & MAINTENANCE FUNDING FOR THE 2025 FISCAL YEAR IN THE AMOUNT OF \$2,563,000.

## BACKGROUND:

Each year, the Government of the Northwest Territories provides funding to support the Town's core operations and maintenance (O&M). This funding typically represents approximately 14% of the Town's total O&M revenue.

For the 2025 fiscal year, as recommended by Municipal and Community Affairs, the Town conservatively budgeted a contribution of **\$2,319,000** from the GNWT. However, the finalized agreement reflects a **funding amount of \$2,563,000**, which is **\$244,000 more than budgeted**. Compared to the **2024 actual contribution of \$2,485,000**, this represents an **increase of \$78,000**.

The table below summarizes the funding amounts and variances:

2024 Actual	2025 Budget	2025 Actual	2024 Actual - Variance	2025 Budget - Variance
2,485,000	2,319,000	2,563,000	78,000	244,000

Once the agreement is signed, the funding will be disbursed in monthly installments.

## COUNCIL POLICY / STRATEGY OR GOAL:

To obtain Operations & Maintenance funding for the 2025 fiscal year.

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River Operations & Maintenance Budget for 2025

## FINANCIAL IMPLICATIONS:

\$2.5M for core operating expenditures



# REPORT TO COUNCIL

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DEPARTMENT: CORPORATE SERVICES

DATE: APRIL 28, 2025

SUBJECT: 2025/26 OPERATIONS & MAINTENANCE CONTRIBUTION AGREEMENT

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**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

NA

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**Prepared by:**  
Blair Porter  
Director of Corporate Services  
April 22, 2025

**Reviewed by:**  
Glenn Smith  
Senior Administrative Officer  
April 22, 2025



# REPORT TO COUNCIL

DEPARTMENT: CORPORATE SERVICES

DATE: APRIL 28, 2025

SUBJECT: 2025/26 COMMUNITY PUBLIC INFRASTRUCTURE CONTRIBUTION AGREEMENT

## RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER APPROVES TO ENTER INTO A CONTRIBUTION AGREEMENT WITH THE GOVERNMENT OF THE NORTHWEST TERRITORIES FOR COMMUNITY PUBLIC INFRASTRUCTURE FUNDING FOR THE 2025 FISCAL YEAR IN THE AMOUNT OF \$2,327,000.

## BACKGROUND:

Each year, the Government of the Northwest Territories provides funding to support the Town's Capital projects. This funding is in addition to the contribution to Capital from the O&M surplus.

For the 2025 fiscal year, as recommended by Municipal and Community Affairs, the Town conservatively budgeted a contribution of **\$1,833,000** from the GNWT. However, the finalized agreement reflects a **funding amount of \$2,327,000**, which is **\$494,000 more than budgeted**. Compared to the **2024 actual contribution of \$2,100,000**, this represents an **increase of \$227,000**.

The table below summarizes the funding amounts and variances:

2024 Actual	2025 Budget	2025 Actual	2024 Actual - Variance	2025 Budget - Variance
2,100,000	1,833,000	2,327,000	227,000	494,000

Once the agreement is signed, the funding will be issued in one lump sum.

## COUNCIL POLICY / STRATEGY OR GOAL:

To obtain Capital funding for the 2025 fiscal year.

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town of Hay River Capital Plan for 2025

## FINANCIAL IMPLICATIONS:

\$2.3M for Capital expenditures for the 2025 fiscal year.



# REPORT TO COUNCIL

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**DEPARTMENT:** CORPORATE SERVICES

**DATE:** APRIL 28, 2025

**SUBJECT:** 2025/26 COMMUNITY PUBLIC INFRASTRUCTURE CONTRIBUTION AGREEMENT

---

**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

NA

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**Prepared by:**  
Blair Porter  
Director of Corporate Services  
April 22, 2025

**Reviewed by:**  
Glenn Smith  
Senior Administrative Officer  
April 22, 2025





# REPORT TO COUNCIL

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**DEPARTMENT:** OFFICE OF THE SAO **DATE:** April 28, 2025  
**SUBJECT:** RECREATION COMMITTEE APPOINTMENT

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**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

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

Recreation Committee Terms of Reference

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

Not appoint any member  
Advertise once more

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Glenn Smith  
Senior Administrative Officer  
April 23, 2025

**Reviewed by:**



# REPORT TO COUNCIL

**DEPARTMENT:** OFFICE OF THE SAO **DATE:** April 28, 2025  
**SUBJECT:** ECONOMIC DEVELOPMENT COMMITTEE APPOINTMENT

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoint Wally Schumann, Jason Coakwell, Kari Davenport, Melvin Schellenberg, and Simon Lepage to the Economic Development Committee for a term expiring December 31<sup>st</sup>, 2027**

## BACKGROUND:

The Economic Development Committee is a committee of Council established by terms of reference to serve an advisory function.

The Economic Development Committee shall consist of ten (10) to eleven (11) members appointed at pleasure by Council and shall include the following:

- a. The Senior Administrative Officer or Administration delegate (non-voting);
- b. One (1) Member of Town Council (non-voting);
- c. ITI Ex-Officio (non-voting);
- d. One (1) representative from the Hay River Metis Government
- e. One (1) representative from the K'atl'odeeche First Nation
- f. One (1) representative from the West Point First Nation
- g. Four (4) to Five (5) representatives from the Public at Large.

Public at large members must be in good standing with the Town of Hay River.

A public call for applicants to the Economic Development Committee was made on March 10, 2025 with a deadline for submission by March 31, 2025. Four applications were received. The applications were assessed by Administration and Councillor Bouchard – Council liaison for economic development and tourism - using evaluation criteria as defined within the committee Terms of Reference.

Letters of acceptance will be sent to all applicants once approved by Council.

## COUNCIL POLICY / STRATEGY OR GOAL:

N/A



# REPORT TO COUNCIL

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**DEPARTMENT:** OFFICE OF THE SAO **DATE:** April 28, 2025  
**SUBJECT:** ECONOMIC DEVELOPMENT COMMITTEE APPOINTMENT

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

Economic Development Committee Terms of Reference

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

Not appoint any member  
Advertise once more

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Glenn Smith  
Senior Administrative Officer  
April 23, 2025

**Reviewed by:**



# REPORT TO COUNCIL

**DEPARTMENT:** OFFICE OF THE SAO **DATE:** April 28, 2025  
**SUBJECT:** HOUSING COMMITTEE APPOINTMENT

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoint Jessica King and Dian Papineau-Magill to the Housing Committee for a term expiring December 31<sup>st</sup>, 2027**

## BACKGROUND:

The Housing Committee is a committee of Council established by terms of reference to serve as an advisory function.

The Housing Committee shall consist of ten (10) to eleven (11) members appointed at pleasure by Council and shall include the following:

- a. One (1) Member of Town Council
- b. Two (2) representatives from the Development Community
- c. One (1) representative from the Non-Profit Housing Community
- d. One (1) representative from Housing NWT
- e. One (1) representative from Hay River Health and Social Services
- f. One (1) representative from the Hay River Metis Government
- g. One (1) representative from the K'atl'odeeche First Nation
- h. One (1) representative from the West Point First Nation
- i. Two (2) representatives from the Public at Large
- j. Town of Hay River Director of Infrastructure and Planning Services or designate – Non-Voting

Public at large members must be in good standing with the Town of Hay River.

A public call for applicants to the Housing Committee was made on March 10, 2025 with a deadline for submission by March 31, 2025. Two (2) applications were received.

Letters of acceptance will be sent to all applicants once approved by Council.

## COUNCIL POLICY / STRATEGY OR GOAL:

N/A

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Housing Committee Terms of Reference



# REPORT TO COUNCIL

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**DEPARTMENT:** OFFICE OF THE SAO **DATE:** April 28, 2025

**SUBJECT:** HOUSING COMMITTEE APPOINTMENT

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**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

Not appoint any member  
Advertise once more

**ATTACHMENTS:**

N/A

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**Prepared by:**  
Glenn Smith  
Senior Administrative Officer  
April 23, 2025

**Reviewed by:**



# REPORT TO COUNCIL

**DEPARTMENT: ADMINISTRATION**

**DATE: APRIL 28, 2025**

**SUBJECT: COMMUNITY POLICING PRIORITIES**

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report titled “Community Policing Priorities” as presented**

## BACKGROUND:

Each fiscal year the RCMP send an annual performance plan acknowledgement letter to be signed by the Mayor, alongside the Chief of K’atlodeechee First Nation and the Mayor of Enterprise.

The three designated priorities identified for the RCMP for 2025/26 are:

1. Community Policing – Building stronger relationships with communities and increased trust in police
2. Substance Abuse – Crack Cocaine (but all drugs) – Targeted enforcement documenting drugs and weapons seized as part of organized crime
3. Violence in Relationships – reducing harm to women, families, and children

## COUNCIL POLICY / STRATEGY OR GOAL:

## APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

## FINANCIAL IMPLICATIONS:

N/A

## ALTERNATIVES TO RECOMMENDATIONS:

N/A

## ATTACHMENTS:

RCMP – Annual Performance Plan

**Prepared by:**  
Stacey Barnes  
Council Administrator  
Date: April 23, 2025

**Reviewed by:**



Collator Code : G0695

Fiscal Year: 2025 - 2026

Hay River Det.

**District / Detachment Information - Renseignements sur le district ou le détachement**

Fiscal Year - Année financière: 2025 - 2026

RCMP Active Cost Centre Hierarchy

SOUTH DISTRICT

HAY RIVER DET

**Community Name(s) - Nom(s) de la(des) collectivité(s)**

1. K'atlodeeche First Nation
2. Hay River
3. Enterprise

This letter acknowledges that the stakeholders of the above-noted detachment / district / unit area or community(ies) and the RCMP have consulted and discussed our progress against last year's priority issues. Further it has been agreed that over the coming year we will collectively focus on the following priority issues.

La présente lettre atteste que les responsables de la région du détachement/district/service ou de la ou des collectivités susmentionnées et de la GRC se sont consultés et ont discuté des progrès accomplis par rapport aux enjeux prioritaires de l'année dernière. Il a aussi été convenu que les enjeux suivants constituent les enjeux prioritaires sur lesquels nous concentrerons conjointement nos efforts au cours de l'année à venir.

**Community Priority Issue(s) - Enjeu(x) prioritaire(s) pour la collectivité**

1. Community Policing - Community/Partner Engagement
2. Substance Abuse - Crack / Cocaine
3. Violence - Violence in relationships

**District / Detachment Commander - Chef de district / détachement**

Philip Unger

District / Detachment Commander

Signature - Signature

Date

**Community Representative - Représentant(e) de la collectivité**

Mayor JAMESON

Name - Nom

Signature - Signature

Date

Chief AUGER

Name - Nom

Signature - Signature

Date

Mayor St. AMOUR

Name - Nom

Signature - Signature

Date



# REPORT TO COUNCIL

**DEPARTMENT:** ADMINISTRATION

**DATE:** April 28<sup>th</sup>, 2025

**SUBJECT:** Letter of Support – Hay River Youth Centre

## RECOMMENDATION:

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs Administration to draft a letter of support for the Hay River Youth Centre as they apply for the Youth Centre Initiatives funding from MACA.**

## BACKGROUND:

The Youth Centre Initiative program provides financial support to assist with the operating costs of youth centres or other community-based facilities in the Northwest Territories (NWT).

The Hay River Youth Centre has been instrumental in providing youth in our community with a safe place to connect. We have been proud to see its tremendous growth in the past year and are excited to see it continue to grow and offer more opportunities for our young people.

The Town of Hay River is not applying for this funding.

## 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: April 25, 2025

**Reviewed by:**



**100-62 Woodland Drive**  
**Hay River, NT X0E 1G1**  
Phone: 867-874-6522  
email: [mayor@hayriver.com](mailto:mayor@hayriver.com)

April 29, 2025

Hay River Youth Centre  
906 Mackenzie Highway  
Hay River, NT X0E 0R8

Dear Mr. Scott Clouthier,

The Town of Hay River has been pleased with the activities of the Hay River Youth Centre over the past year and would like once again to support its application to receive the Youth Centres Initiative funding from Municipal and Community Affairs.

The Hay River Youth Centre has been instrumental in providing youth in our community with a safe place to connect. We have been proud to see its tremendous growth in the past year and are excited to see it continue to grow and offer more opportunities for our young people.

We look forward to partnering with your organization on youth-related initiatives or any other activities in which our support would be helpful. Please do not hesitate to contact us about any opportunities.

Sincerely,

Mayor Jameson  
Town of Hay River

cc. Glenn Smith, SAO  
Stephane Milette, Director of Recreation and Community Services  
Town Council



**Bylaw No. 1786L/25**

**11a) Amendment to Water & Sewer Bylaw**

**BY-LAW NO. 1786L/UTIL/25**

**THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER**

**A BY-LAW OF THE TOWN OF HAY RIVER** in the Northwest Territories to amend By-law No. 1786/UTIL/01, being a by-law to provide for the establishment, operation, maintenance, and alteration of a water supply and sewage system and for the levying and collecting of water and sewage service charges;

**PURSUANT TO** the *Cities, Towns and Villages Act, S.N.W.T. 2003*, Chapter C-22, Section 58 and 59.

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

1. That Water Sewer Bylaw 1786, as amended, be amended by deleting paragraph 301.2 and replacing therewith:
 

“2. It is required that a service account be held by the owner of the premises. Service accounts cannot be established under the name of a tenant or lessee. “

2. This bylaw will take force and effect upon its final reading.

**READ A FIRST TIME** this     day of April, 2025.

\_\_\_\_\_  
Mayor

**READ A SECOND TIME** this     day of April, 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



**Bylaw No. 2467/PS/25**

**11b) Public Behaviour Bylaw**

**TOWN OF HAY RIVER  
BY-LAW #2467/PS/25**

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**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER IN THE  
NORTHWEST TERRITORIES TO REGULATE PUBLIC BEHAVIOUR WITHIN THE MUNICIPAL  
BOUNDARIES**

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**PURSUANT TO** the *Cities, Towns and Villages Act*, S.N.W.T. 2003, c. as amended;

**WHEREAS** it is deemed desirable to provide rules for prohibiting certain public behavior within the Town of Hay River;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipal Corporation of the Town of Hay River, in Council duly assembled hereby enacts as follows:

**SHORT TITLE**

1.1 This by-law may be cited as the "**Public Behaviour By-law**".

**DEFINITIONS**

2.1 In this by-law, unless the context requires otherwise, the term:

- 1) "**Authorized Representative of the Owner**" means a person authorized by the owner to give notice not to trespass.
- 2) "**Bullying**" means verbal or physical abuse, threats, taunts, teasing, name calling and put downs, written or electronically transmitted, or repeated abusive communication directly or indirectly through any medium whatsoever
- 3) "**Council**" means the Council of the Municipal Corporation of the Town of Hay River.
- 4) "**Defecate**" means to discharge waste matter from the bowels.
- 5) "**Fight**" means any confrontation involving violent physical contact between two or more people.
- 6) "**Intoxicated**" means to be affected by alcohol or drugs, especially to the point where physical and mental control is markedly diminished.
- 7) "**Owner**" means the owner of premises and includes the following:
  - i) The occupier of the premises;
  - ii) The person who is in possession or control of the premises.
- 8) "**Peace Officer**" means any By-law Enforcement Officer of the Town of Hay River, or any RCMP officer.
- 9) "**Person**" has the meaning given to it in the *Interpretation Act*.

**TOWN OF HAY RIVER**  
**BY-LAW #2467/PS/25**

- 10) **"Premises"** means any building or structure or any part or portion of a building or structure, including any land used in connection with that building or structure for the purpose of:
- i) providing parking for vehicles;
  - ii) displaying or storing vehicles, equipment or other chattels;
  - iii) enhancing the appearance or use of the building or structure; or
  - iv) carrying out the activities that are ancillary to the activities carried out in or on that building or structure.
- 11) **"Public Place"** means any place within the Town to which the public may have either express or implied access.
- 12) **"Spit"** means to eject phlegm, saliva, chewing tobacco juice or any other substance from the mouth.
- 13) **"Town"** means the municipal corporation of the Town of Hay River or the area contained within the boundary thereof as the context requires.
- 14) **"Urinate"** means to discharge urine from the body.

2.2 Where this by-law refers to another Act, by-law, regulation or agency, it includes reference to any Act, by-law, regulation or agency that may be substituted therefore.

**3.0 FIGHTING**

3.1 No person shall participate in a physical fight in any Public Place.

**4.0 URINATION & DEFECATION**

4.1 No person shall defecate or urinate in or on a Public Place or in public view on any private property.

**5.0 SPITTING**

5.1 No person shall spit on any street, sidewalk, pathway, trail, or on any Public Place or in public on a private property.

**6.0 LOITERING**

6.1 No person shall loiter in a public place and obstruct, interrupt, or interfere with any person in the lawful use, enjoyment, or operation of the property.

6.2 No person shall loiter or otherwise engage in any activity on public or on private property where the activity is prohibited by notice.

**TOWN OF HAY RIVER**  
**BY-LAW #2467/PS/25**

- 6.3 No person shall stand or put his or her feet on the top or surface of any table, bench, planter or sculpture placed in any public place and thereby disrupt or obstruct public use or enjoyment.

**7.0 LITTERING**

- 7.1 No person shall place, deposit or throw or cause to be placed, deposited, or thrown upon any Town property, including any street, lane, sidewalk, parking place, park or other Public Place or watercourse, any waste, including:

- a) a cardboard, plastic, or wooden box, carton, container, or receptacle of any kind;
- b) a paper, wrapper, envelope, or covering of any kind, whether paper or not, food or confectionery;
- c) paper of any kind, whether containing written or printed matter thereon;
- d) any human, animal or vegetable matter or waste;
- e) any glass, crockery, nails, tacks, barbed wire or other breakable or sharp objects;
- f) scrap metal, scrap lumber, tires, dismantled wrecked or dilapidated motor vehicles or parts therefrom;
- g) any motor vehicle or any part of any motor vehicle which may, in whole or part, obstruct the highway, street, lane, alley, bi-way or other public place;
- h) dirt, filth or rubbish of any kind whether similar or dissimilar to the foregoing; and
- i) cigarettes.

- 7.2 A person who has placed, deposited or thrown or caused to be placed or thrown anything or any matter mentioned in subsection 7.1 upon any street, lane, sidewalk, parking place, park or other Public Place or watercourse shall forthwith remove it.

**8.0 PUBLIC INTOXICATION**

- 8.1 No Person Shall be Intoxicated while in a Public Place or loiter in a Public Place while intoxicated.
- 8.2 No person shall be intoxicated and loiter on private property if the owner has not given permission

**9.0 BULLYING**

- 9.1 No Person shall Bully any Person in any Public Place or any place to which the public is allowed access.

**TOWN OF HAY RIVER  
BY-LAW #2467/PS/25**

**10 OFFENCES AND ENFORCEMENT**

- 10.1 Every person who contravenes any of the provisions of this by-law by doing any act or thing which the person is prohibited from doing is guilty of an offence.
- 10.2 Any person who is convicted of an offence pursuant to this by-law is liable on summary conviction to a fine not exceeding two thousand dollars (\$2,000.00), and in default of payment of any fine imposed, to imprisonment for not more than six (6) months.
- 10.3 The specified penalty payable in respect of a contravention of a provision of this by-law is the amount shown in Schedule A attached to and forming part of this by-law in respect of that provision.
- 10.4 Where a Peace Officer has reasonable grounds to believe that a person has violated any provision of this by-law, the Peace Officer may commence proceedings against such person by:
- (a) issuing the person a ticket pursuant to the provisions of the *Summary Conviction Procedures Act*; or
  - (b) swearing an information and complaint against the person.
- 10.5 Where a Peace Officer issues a person a ticket in accordance with section 10 of this by-law, the Peace Officer may either:
- a) allow the person to pay the specified penalty established in Schedule A for the offence by including the penalty in the violation ticket; or
  - b) require a Court appearance of the person where the Peace Officer believes that it is in the public interest to do so, pursuant to the *Summary Conviction Procedures Act*.

**11.0 OBSTRUCTION**

- 11.1 No Person shall obstruct, hinder, or impede a Peace Officer in the exercise of any of their powers or duties under this by-law.

**12.0 SEVERABILITY**

- 12.1 If any provision or part of a provision of this by-law is declared by court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the by-law, or its application in other circumstances, shall not be affected and shall continue to be in full force and effect.

**13.0 REPEALED**

- 13.1 That the Public Behaviour Bylaw 2455/PS/23 is hereby repealed

**TOWN OF HAY RIVER  
BY-LAW #2467/PS/25**

**14.0 EFFECT**

14.1. This bylaw will take force and effect upon its final reading

**READ A FIRST TIME** this      day of April , 2025.

\_\_\_\_\_  
Mayor

**READ A SECOND TIME** this      day of April, 2025.

\_\_\_\_\_  
Mayor

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

\_\_\_\_\_  
Mayor

CERTIFIED that this by-law has been made in accordance with the requirements of the Cities, Towns and Villages Act S.N.W.T. 2003, c.22. and the by-laws of the Municipal Corporation of the Town of Hay River on this      day of      , 2025.

\_\_\_\_\_  
Senior Administrative Officer

**TOWN OF HAY RIVER  
BY-LAW #2467/PS/25**

**SCHEDULE A**

**SPECIFIED PENALTIES**

SECTION	OFFENCE	FIRST OFFENCE	SECOND OFFENCE	THIRD OFFENCE
3.1	Fighting	\$500	\$750	\$1000
4.1	Urination/Defecation	\$200	\$350	\$500
5.1	Spitting	\$100	\$150	\$200
6.1	Loitering	\$200	\$350	\$500
7.1	Littering	\$200	\$350	\$500
7.2	Failing to remove litter	\$200	\$350	\$500
8.0	Public Intoxication	\$200	\$350	\$500
9.0	Bullying	\$200	\$350	\$500
11.0	Obstructing Peace Officer	\$200	\$350	\$500