



AGENDA

PUBLIC INPUT

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. DECLARATION OF INTEREST**
- 4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**
- 5. INFORMATION ONLY**
 - a. Council Liaison Monthly Updates
- 6. ADMINISTRATIVE ENQUIRIES**
- 7. NEW BUSINESS**
 - a. Infrastructure and Planning Services Monthly Report for October– page 2-11
 - b. Recreation and Community Services Monthly Report for October – page 12 -26
 - c. Emergency Services Monthly Report for October – page 27-31
 - d. Municipal Enforcement Monthly Report for October - page 32-36
- 8. NOTICE OF MOTIONS**
- 9. IN CAMERA**
 - a. **Matters under Consideration** - pursuant to Cities, Towns & Villages Act, S.N.W.T. 2003 c. 22, Section 23. (3), (e)
- 10. ADJOURNMENT**



REPORT TO COMMITTEE

DEPARTMENT: Infrastructure and Planning Services **DATE:** November 3, 2025

SUBJECT: Infrastructure and Planning Services Monthly Report for October 2025

RECOMMENDATION:

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

BACKGROUND:

Engineering and Capital Projects:

The IPS department has been busy supporting the capital planning process. Asset condition assessments, probable cost estimates, and project proposals have been completed to shape an update to the 10 Year Capital Plan that was presented to Council in October.

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

Lift Station #1

- Exterior insulation and Tyvec installed on structure
- Foundation insulation and flashings completed
- Lifted and installed HRV units
- Generator and Make Up Air Unit received on site.
- Project is scheduled for substantial completion by December 31, 2025



HRV Unit Lifting



Cladding Install



REPORT TO COMMITTEE

DEPARTMENT: Infrastructure and Planning Services

DATE: November 3, 2025

SUBJECT: Infrastructure and Planning Services Monthly Report for October 2025

Golf Course Upgrades

- Fairway mounding, tee box improvements, general landscaping, culvert replacement, and mulching work was undertaken through the month.
- Course upgrades work will be wrapping up for the season at the end of October / early November depending on weather.
- Final course landscaping, cart path work, and irrigation will be completed in 2026
- Procurement of kitchen/catering equipment has been completed with equipment delivery expected over the winter. Equipment will be installed in 2026 as part of other clubhouse improvements.
- Campground enhancements are scheduled for completion in 2026.





REPORT TO COMMITTEE

DEPARTMENT: **Infrastructure and Planning Services** **DATE:** November 3, 2025

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

New Cemetery

- Consultation with Town staff on functional and operational requirements was initiated.
- A preliminary concept layout has been developed to support discussions with stakeholders
- Public consultation on development to occur in November or December

Landfill Compactor Replacement

- A Request for Proposals process for a landfill compactor was completed.
- IPS is currently reviewing options presented by proponents. This includes requesting detailed inspections on the equipment presented.
- It is hoped that a compactor will be selected and delivered before the end of 2025.

New Rubber Tire Loader

- A new John Deere loader was commissioned and received
- The old CAT loader was retired as part of a trade in for new loader

Water License Activities:

- Fall sampling complete
- Fall inspection complete
- progression of hydrocarbon remediation pad final decommissioning (emptied and contained retention pond water, removed liner, grid sampled soil, currently waiting on analysis).
- WTP backwash containment sludge removal and cleaning

Public Works and Maintenance

Roads and Ditches

- Resurfaced underground approach
- 4 way stop signage replaced



REPORT TO COMMITTEE

DEPARTMENT: Infrastructure and Planning Services **DATE:** November 3, 2025

SUBJECT: Infrastructure and Planning Services Monthly Report for October 2025

Equipment Maintenance

- Winter seasonal maintenance completed on Grader #1, Tandem Truck #2, Single Axle Truck #5, Case Backhoe #6 & #21, John Deere Tractor #8, Flusher #15, Pickup Trucks #13 & #27 & #77

Solid Waste

- Receipt and handling of dredgeate inventory for cover material use.

Water and Wastewater

- Kal Tire Service Road watermain break repaired through rerouting of line.
- Winterized hydrants
- Installed valve markers in ditches
- Culvert install Dean/Poplar intersection
- Culvert replacement adjacent to snow dump
- Culvert extension in Ravine
- Culvert installation near Rooster Boost

Facilities Management / Miscellaneous

- General inspections
- Town Hall maintenance

Planning and Development

Planning and Land Management

- Flood Mapping Adoption – Stantec held engagement meetings with Council, local Indigenous Governments, and the public (one face to face; one virtual). Findings will be compiled and presented to Council in December/January
- Housing NT – a meeting was held between THR Administration and Housing NT to discuss housing development planning, land requirements, Zoning Bylaw changes, and other housing related topics

Enforcement

- There are 2 active files. Both involve uses not consistent with zoning regulations



REPORT TO COMMITTEE

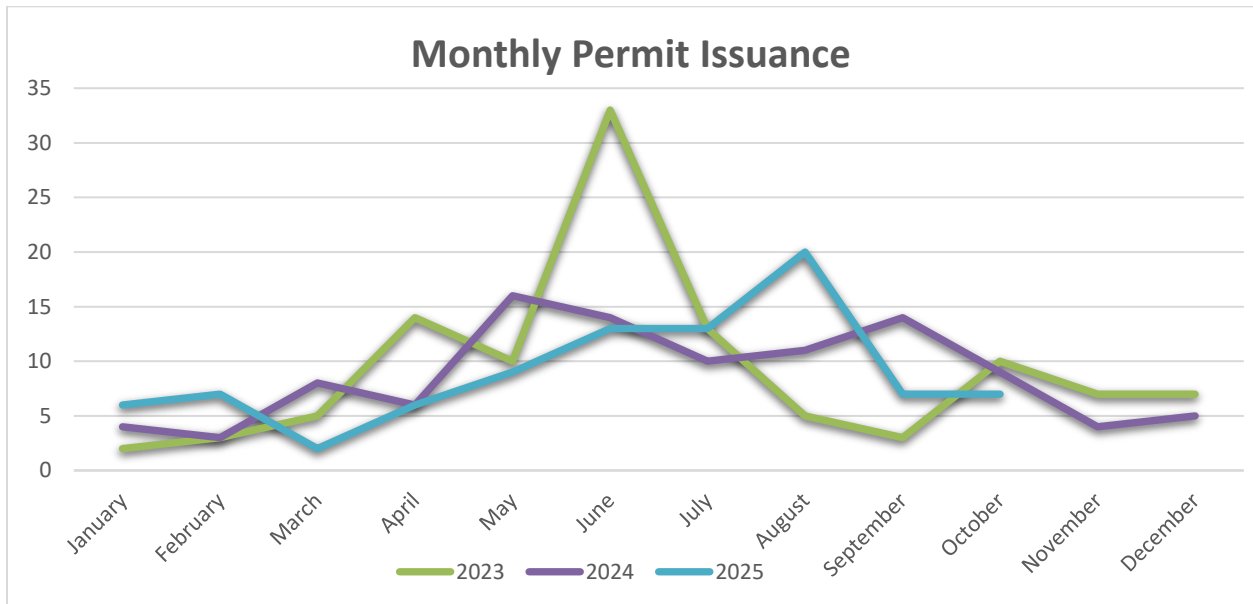
DEPARTMENT: Infrastructure and Planning Services **DATE:** November 3, 2025

SUBJECT: Infrastructure and Planning Services Monthly Report for October 2025

Permitting

The following permits were issued for the month:

DATE	DEV & BP	CIVIC ADDRESS	DESC. OF WORK
Oct. 03,2025	D25-089	48054 Mackenzie Highway	Demolition of old Storage Building
Oct. 08, 2025	D25-090	20-101 st . Street	Setting up new 2 Bedroom Manufactured Home
Oct. 08, 2025	D25-091	24-101 st . Street	Setting up new 3 Bedroom Manufactured Home
Oct. 10, 2025	D25-092	26 Studney Drive	Manufactured Paper Incinerator
Oct. 10, 2025	B25-034	2-103 rd . Street	New Stick Built Residential Single-Family Residence
Oct. 24, 2025	D25-093	16 Camsell Crescent	Demolish House Destroyed by Fire
Oct. 27, 2025	D25-094	9-103 rd . Street	Stick Built 12' X 20' Accessory Building





REPORT TO COMMITTEE

DEPARTMENT: Infrastructure and Planning Services **DATE:** November 3, 2025
SUBJECT: Infrastructure and Planning Services Monthly Report for October 2025

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

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

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

- October Capital Project Status Report
-

Prepared by:

Glenn Smith

SAO

October 30, 2025

Reviewed by:



		PROJECT STATUS				
Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
INFRASTRUCTURE & PLANNING SERVICES	553 - PRELIMINARY DRAINAGE PLAN	Project cancelled as enough information captured through Aspen Heights and Pine Crescent projects. Other drainage information to be collected through specific 553 road/underground projects			On Hold	100%
INFRASTRUCTURE & PLANNING SERVICES	553 FIRE HYDRANT REPLACEMENTS	Hydrant nearing entrance to Aspen Heights requires replacement. Funding potential through 2023 Wildfire Disaster Assistance claim. Issues with stability of watermain that feeds the hydrant. May need to postpone until water main replaced.			On Hold	10%
INFRASTRUCTURE & PLANNING SERVICES	AIRPORT ROAD REPAIR AND UPGRADE	Stantec has obtained the Land Use Permit for the Town. Stantec is working to finalize schedule with drilling sub-contractor to complete the field investigation work. Survey work has been completed. Stantec will start the detailed design for the road upgrades soon. Design to be complete in early 2026 followed by the tender phase. Construction is expected to start in June 2026 and extend through the summer.	2024-01-01	2026-12-31	Design	20%
INFRASTRUCTURE & PLANNING SERVICES	ASPEN HEIGHTS SUBDIVISION DEVELOPMENT	Corporate Services to update the website and Land Development pamphlet to make the land available for sale.	2024-01-01	2025-10-31	Scoping	95%
CORPORATE SERVICES	ASSET MANAGEMENT SYSTEM IMPLEMENTATION	Project currently on hold until Asset Management Specialist hired. Some asset data and preventative maintenance procedures to complete for Rec along with retraining. PS implementation in 2026.	2022-01-01	2027-12-31	Construction	40%
INFRASTRUCTURE & PLANNING SERVICES	BIOMASS DISTRICT HEATING SYSTEM	Study completed. Have not been successful in securing third party funding required to proceed with project. Project on hold until funding secured			On Hold	15%
RECREATION & COMMUNITY SERVICES	BOB MCMEEKIN PARK ENHANCEMENTS	Water line under the service road is last remaining item to complete.	2023-04-01	2025-10-31	Construction	95%
PROTECTIVE SERVICES	BUNKER GEAR WASHING MACHINE	Equipment purchased.	01-01-2025	08-30-2025	Complete	100%
INFRASTRUCTURE & PLANNING SERVICES	CAPITAL DRIVE WATERMAIN, SIDEWALK AND ROADWORKS	Grass put in on strip adjacent to the high rise. Grass seed added to the bare spots along the sidewalk on the other side and watering complete.	2023-06-01	2025-07-31	Complete	100%
INFRASTRUCTURE & PLANNING SERVICES	CAT LOADER REPLACEMENT	New John Deere loader has been received and commissioned for use. Old CAT loader was traded in as part of new loader purchase.	2025-01-01	2025-12-31	Complete	100%
INFRASTRUCTURE & PLANNING SERVICES	CEMETERY - NEW SITE	New site has been identified by Council. Consultation with Operations on functional requirements has occurred. A preliminary concept has been developed to facilitate public engagement scheduled to occur towards the end of 2025.	2023-06-01	2027-11-01	Design	15%
INFRASTRUCTURE & PLANNING SERVICES	COMMUNITY CLIMATE ADAPTATION STUDY	Funding agreement from Federation of Canadian Municipalities received. Fee letter with consultant has been requested for completion of the plan.	2025-06-15	2026-06-30	Procurement	10%
INFRASTRUCTURE & PLANNING SERVICES	COMPACTOR PURCHASE	A request for proposals was issued and closed in October 2025. An agreement to purchase subject to inspection has been executed. Inspections are underway.	07-31-2025	2026-12-31	Procurement	40%
CORPORATE SERVICES	COMPUTER EQUIPMENT REPLACEMENT PROGRAM	All 2026 evergreening has been completed.	01-01-2025	01-01-2026	Complete	100%
CORPORATE SERVICES	DEBT SERVICE COMMUNITY CENTER - CPI AND DONATION PORTION	Ongoing application of long term debt servicing fees			Construction	33%



		PROJECT STATUS				
Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
RECREATION & COMMUNITY SERVICES	DON WRIGHT PARK REVITALIZATION	Construction underway. Drainage swale added; fencing repairs completed; table installed. A double gate install, signage and public communication are outstanding.	2025-06-15	2025-12-31	Construction	75%
INFRASTRUCTURE & PLANNING SERVICES	FLUSHER ENGINE REPLACEMENT	Complete	2024-06-01	2025-04-30	Complete	100%
INFRASTRUCTURE & PLANNING SERVICES	FRASER PLACE SUBDIVISION DEVELOPMENT	Project deferred to 2026. Small amount of original budget available to complete landscaping. Will assess and progress in the Spring	2025-01-01	2026-12-31	On Hold	10%
RECREATION & COMMUNITY SERVICES	HAY RIVER GOLF COURSE - GOLF GREEN REPLACEMENTS & CLUBHOUSE ENHANCEMENTS	All artificial greens are installed including driving range and practice green. Landscaping for various fairway and course features near completion - some work for 2026. Mulching work has been completed for the camping area and various sections of the course. Procurement is partially completed for the upgrades to the clubhouse. Clubhouse renovations rescheduled for 2026.	2024-01-01	2026-06-30	Construction	85%
PROTECTIVE SERVICES	HEAVY RESCUE TRUCK REPLACEMENT	Tender closed and awarded. Expected arrival December 2025	2023-06-01	2025-12-01	Construction	75%
RECREATION & COMMUNITY SERVICES	HOFFMAN WAY CHIP SEALING	Chipsealing of Hoffman Way completed. Sweeping of loose chip outstanding	06-01-2025	11-30-2025	Construction	95%
INFRASTRUCTURE & PLANNING SERVICES	INDUSTRIAL AREA DRAINAGE	Drainage improvements completed for several roads. Some restrictions due to property owner non-compliance with access and culverts. Work will continue into 2026.	2024-01-01	2026-12-01	Construction	70%
INFRASTRUCTURE & PLANNING SERVICES	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 by October 2025 to inform a business case to build a new road parallel and west of Dean Drive from Lagoon Road South to access industrial lots.	2024-06-01	2025-10-30	Procurement	20%
INFRASTRUCTURE & PLANNING SERVICES	INFRASTRUCTURE PLANNING AND STUDIES	Ongoing	2023-01-01	2025-12-31	Design	15%
RECREATION & COMMUNITY SERVICES	INUKSHUK PARK UPGRADES PHASE 1	Some funding in place, working on scope. Full design and construction pending budget approval in 2026.	01-01-2025	11-30-2027	Scoping	10%
INFRASTRUCTURE & PLANNING SERVICES	LIFT STATION # 3 REPLACEMENT	Stantec has completed a feasibility study with options for consideration by Council. A project proposal will be submitted as part of 2026 budget process.	2024-01-01	2027-12-31	Scoping	10%
INFRASTRUCTURE & PLANNING SERVICES	LIFT STATION 1 REPAIR & MITIGATION	Majority of building envelope has been constructed. Exterior insulation and Tyvec installed on structure. Foundation insulation and flashings completed. Lifted and installed HRV units. Generator and Make Up Air Unit received on site.	2023-06-01	2026-10-31	Construction	60%
INFRASTRUCTURE & PLANNING SERVICES	MIRON STORM OUTLETS IMPROVEMENTS	All outlets have been flushed and camera'd. Stantec has completed a report and cost estimate to be executed in the 2026 budget if flood repair funding still available through MACA.	2025-01-01	2025-12-31	Design	15%
INFRASTRUCTURE & PLANNING SERVICES	MIRON/ JOHN MAPES/ RIVERBEND STORM AND SEWER MANHOLE UPGRADES	Manholes reseated on Miron, John Mapes & Riverbend. Concrete and asphalt to be reinstated in 2026.	2024-03-30	2025-10-31	Construction	75%
INFRASTRUCTURE & PLANNING SERVICES	MUNICIPAL SOLID WASTE FACILITY (PHASE I AND II)	Stantec has provided the initial regulatory roadmap and defined next steps. Stantec providing fee letter for next steps. Design and public consultation plan to be developed. Waiting for final grant funding decision.	2023-01-01	2027-12-31	On Hold	10%



		PROJECT STATUS				
Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
INFRASTRUCTURE & PLANNING SERVICES	NEW TOWN HALL	A peer review of the draft budget and plans for the new town hall has been completed by Colliers in preparation for a presentation to Council. Discussions on options should occur as part of 2026 budget process	2024-01-01	2025-12-31	Design	5%
INFRASTRUCTURE & PLANNING SERVICES	NFTI REMEDIATION (CLEANUP AND REMOVAL OF OLD STRUCTURES)	Metal and Site Cleanup completed. Trees in lower area have been slashed. Area Development Plan is in progress	2024-01-01	2026-12-31	Construction	40%
CORPORATE SERVICES	ONLINE PAYROLL SYSTEM	Complete	2025-03-01	2025-05-31	Complete	100%
INFRASTRUCTURE & PLANNING SERVICES	PARADISE ACCESS ROAD EROSION ASSESSMENT	Cancelled.	2023-06-01	2025-09-30	On Hold	0%
INFRASTRUCTURE & PLANNING SERVICES	PARADISE ROAD REPAIR AND REPLACEMENT	Hydroseeding and watering complete. Danger trees removed from road right of way.	2023-06-01	2025-09-30	Construction	95%
INFRASTRUCTURE & PLANNING SERVICES	PICKUP TRUCK REPLACEMENTS	Complete	2025-01-01	2025-04-15	Complete	100%
PROTECTIVE SERVICES	PROTECTIVE SERVICES SMALL CAPITAL		2025-01-01	2025-12-31	Scoping	0%
INFRASTRUCTURE & PLANNING SERVICES	PUBLIC WORKS SMALL CAPITAL		2025-01-01	2025-12-31	Scoping	0%
INFRASTRUCTURE & PLANNING SERVICES	PUMPS AND GENERATOR REPLACEMENTS AT LIFT STATIONS	Water Treatment Plant pump replacement completed- waiting on impeller adjustment	2023-01-01	2025-12-31	Construction	60%
RECREATION & COMMUNITY SERVICES	REPLACE PLAYGROUND FALL ZONES	Malcolm, Gord Thompson, Vale Island, Keith Broadhead, and Tri Service parks complete. West Channel Playground scheduled for 2026.	2024-07-01	2026-09-30	Construction	90%
INFRASTRUCTURE & PLANNING SERVICES	SAND TRUCK REPLACEMENT	Sander and truck procurement underway. Hoping to have delivered in 2025.	2025-01-01	2025-12-31	Procurement	75%
INFRASTRUCTURE & PLANNING SERVICES	SHORELINE FLOOD MITIGATION (DMAF 62592)	Elevation and erosion adjustments completed for main portion of berm. Mulching work to be completed in 2025. Berm expansions scheduled for 2026.	2023-04-01	2026-08-30	Construction	80%
RECREATION & COMMUNITY SERVICES	SKATING ICE SURFACE PAINTING MACHINE	Complete	2024-09-01	2025-01-31	Complete	100%
RECREATION & COMMUNITY SERVICES	SMALL CAPITAL PROGRAM - RECREATION	Trophy Case - completed. Conferencing Equip - completed. Resin Planters - to order. Portable irrigation system - scoping.	2025-01-01	2025-12-31	Construction	75%
TOURISM	SMALL CAPITAL PROGRAM - TOURISM AND ECONOMIC DEVELOPMENT	Wharf Pavilion Upgrades completed	2025-01-01	2025-10-30	Construction	90%



		PROJECT STATUS				
Department	Project Name	Status Update	Project Start	Project Finish	Project Phase	% Complete
PROTECTIVE SERVICES	STRUCTURAL PROTECTION TRAILER	Waiting on funding approval	06-30-2025	12-31-2025	Scoping	0%
INFRASTRUCTURE & PLANNING SERVICES	SUNDOG SUBDIVISION DEVELOPMENT	Negotiations in progress with GNWT to support land access for long term care centre construction. Pending agreement, Phase 1 construction could start in 2026	01-01-2023	12-31-2028	Design	5%
INFRASTRUCTURE & PLANNING SERVICES	TIRE RECYCLING PROGRAM	Tires shredded and diverted to another section of landfill. Some budget remains for other waste diversion.	01-01-2021	12-31-2027	Construction	95%
RECREATION & COMMUNITY SERVICES	VALE ISLAND MULTI-USE RECREATION AREA	Dog fence installed. Tender being prepared for concrete pad and board system.	2023-06-01	2026-08-31	Scoping	20%
INFRASTRUCTURE & PLANNING SERVICES	VALE ISLAND TRUCK FILL STATION TANK REPLACEMENT	Complete. Some adjustments to support water truck fill efficiencies to be investigated.	2023-06-01	2025-07-31	Complete	100%
INFRASTRUCTURE & PLANNING SERVICES	VALE ISLAND/WEST CHANNEL DRAINAGE	Work currently underway.	2023-04-01	2025-11-30	Construction	25%
TOURISM	VISITOR INFORMATION WAY FINDER SIGNAGE DEVELOPMENT	Complete	2024-06-01	2025-07-01	Complete	100%
INFRASTRUCTURE & PLANNING SERVICES	WATER TREATMENT PLANT FEASIBILITY STUDY AND PRELIMINARY DESIGN	Few small items to be completed including details on the chlorine retrofit and then complete within estimated timeline. Consultation with local indigenous govts and communities is ongoing.	2024-06-01	2025-12-31	Construction	95%
INFRASTRUCTURE & PLANNING SERVICES	WOODLAND PRELIMINARY DRAINAGE PLAN	Stantec is completing a desktop review of the water, sewer and storm infrastructure and developing a preliminary design for drainage and upgrades north of the schools. Report will break the work out into a recommended order to phase the work complete with construction costs estimates. Report anticipated by the end of November.	2024-05-01	2025-11-01	Design	50%



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

RECOMMENDATION:

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

BACKGROUND:

Recreational Programming

Youth Programming

After School Club:

Regular After School Club programming continued throughout October. The program ran at 77% capacity on a weekly basis, up from 85% in September. The decline in programming registration is due in part to the annual Aquatic Centre shutdown.

After School Club Attendance by Month

Jan	Feb	March	April	May	June	Sept	Oct	Nov	Dec
100%	98%	100%	100%	100%	100%	85%	77%	-	-

A partnership with the NWT Centennial Library is ongoing, with After School Club participants attending programming at the library every Tuesday afternoon. Registered participants also began skating on a weekly basis.

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

Fitness Programming

Regular fitness programming continued this month, with 13 instructor-led fitness classes and 2 self-led, supervised fitness classes for older adults.

The Fit Youth programs, facilitated by the Recreation Programmer, continue to be popular. These programs cater to youth ages 8 – 18 years of age. This year to date, a total of 150 have registered for Fit Youth programs.

Attendance at instructor-led fitness programming decreased with a total of 361 participants attending programming. In comparison, 104 participants attended instructor-led fitness

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REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

programming in August, a 247% increase. This increase is due in part to the introduction of an additional youth fitness program facilitated by the Recreation Programmer and Recreation Programming Supervisor.

New Horizons for Seniors Grant

Seniors programming offered at the Hay River Community Centre and in partnership with various community organizations has increased drastically over the past 3 years resulting in a dramatic increase in the number of seniors engaged in recreation programming. Partnerships have been created with the Hay River Ski Club and the Hay River Curling Club to offer seniors programming.

	2022	2023	2024	2025 current	2025 projected
Seniors Programming Attendance by Year	45	170	955	593	711

	Seniors Coffee	Walking Challenge	Art Program	Movie Matinee	Stick Curling
	Weekly	Weekly	Weekly	2 weeks	Weekly
October 2025	37	36	17	18	6
September 2025		11	n/a	n/a	n/a

Community Programming

Public Skating/Shinny: Public Skating and Shinny returned to the Hay River Community Centre in October. Both programs are historically well attended. This month, a total of 251 participants attended public ice programming.

Halloween Hustle Walking Challenge: The Halloween Hustle Walking Challenge returned in October with teams competing against one another to log the most laps on the Community Centre walking track. A total of 5 teams and a total of 17 participants registered for the challenge. The winning team will receive gift cards to the local business of their choice.

Trunk or Treat: Hay River’s 3rd annual Trunk or Treat event is scheduled for October 31st. Four participants have registered for the event, where they’re asked to decorate their vehicles and hand out candy to trick or treaters. Trick or treaters will vote for their favorite decorated vehicle, and the winner will be awarded a \$100 gift card to the local business of their choosing.



REPORT TO COUNCIL

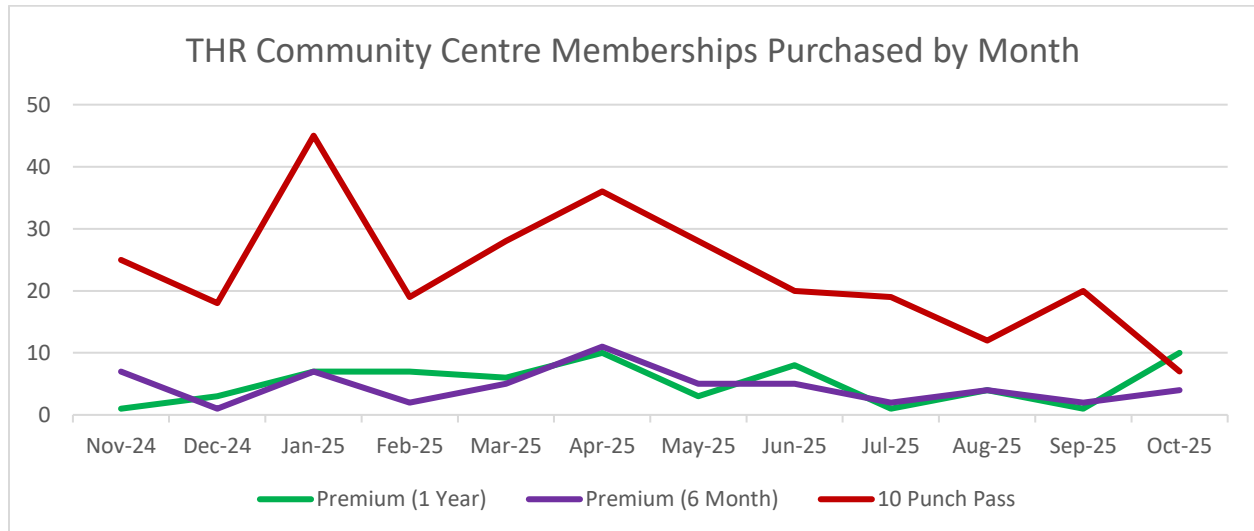
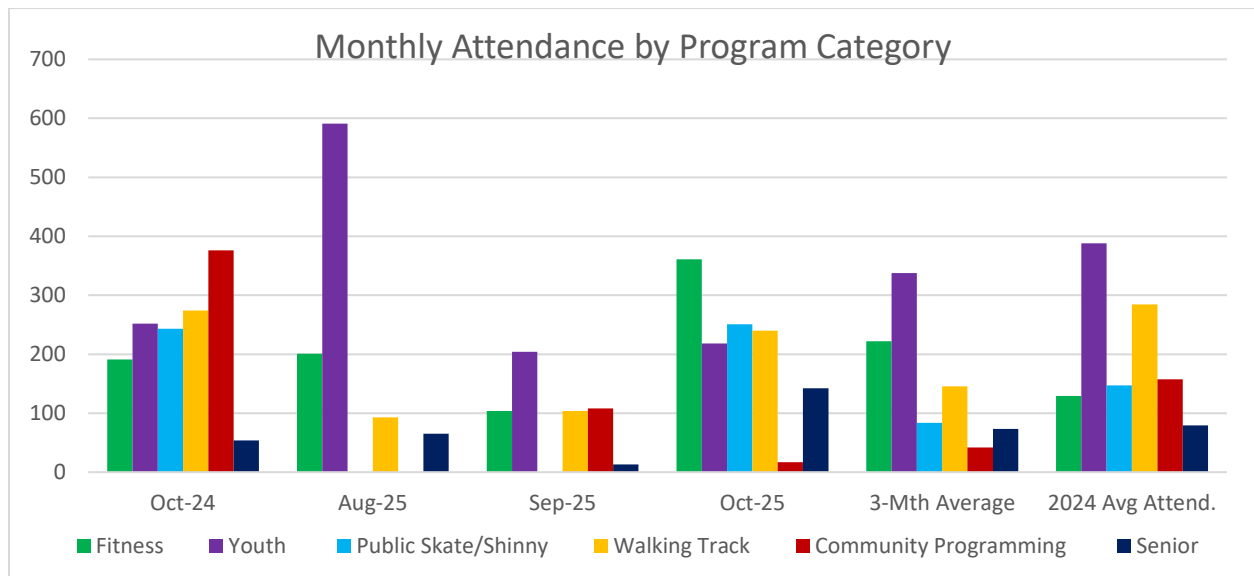
DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Professional Development

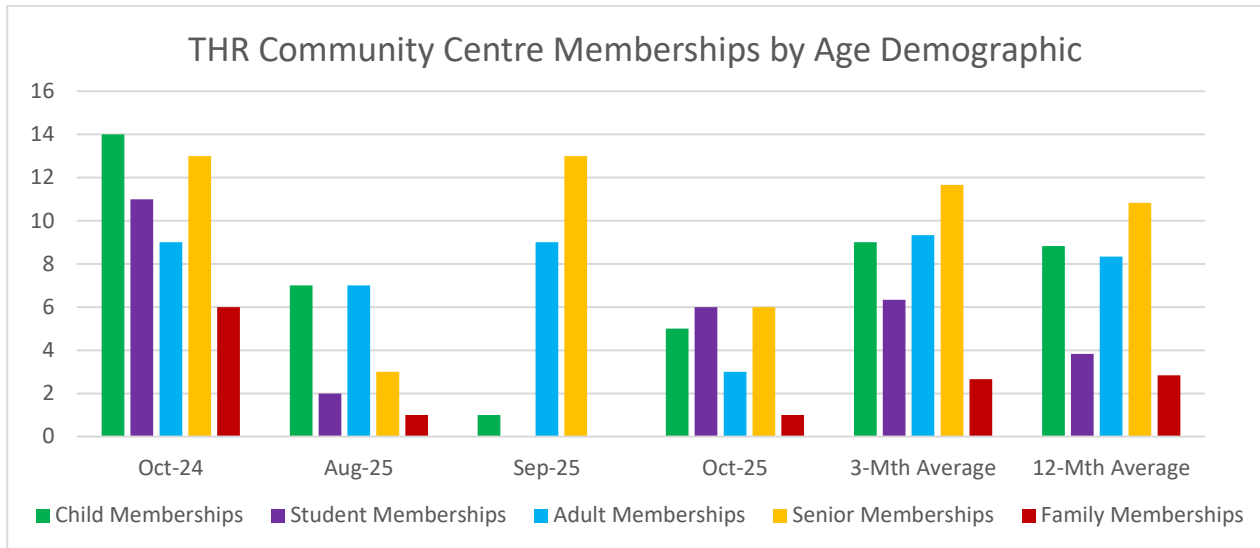
The Recreation Programming Supervisor and Recreation Programmer attended the Alberta Recreation and Parks Association annual conference this month. This year's theme was Beyond the Backyard, with sessions exploring how recreation and parks can inspire local tourism, foster community pride and strengthen community connections. Staff attended 6 breakout sessions each, along with a keynote speaker presentation and a tradeshow and networking event.

Recreation Programming Statistics



DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT



Aquatics

General

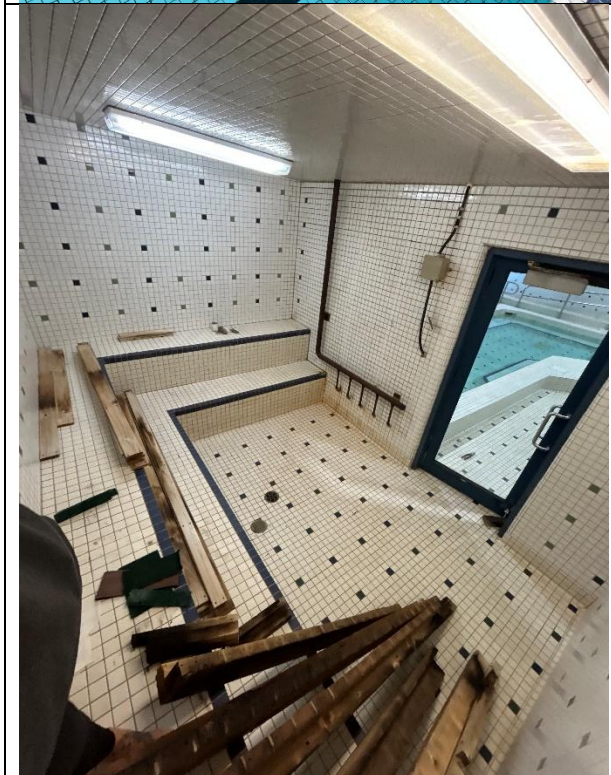
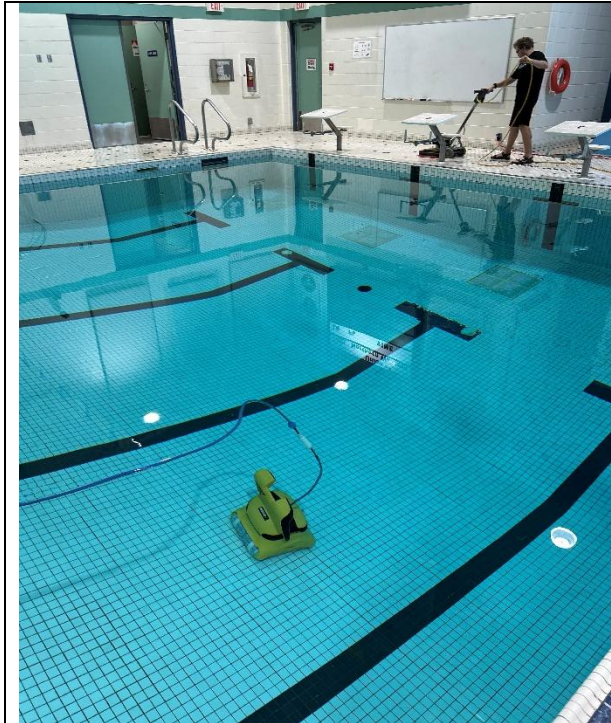
The annual maintenance shutdown began October 6th. Both pools were drained, inspected and cleaned. Other work includes repainting of the slide stairs, replacement of tiles in the changerooms, replacement of underwater lights, annual servicing of circulation and filtration systems, servicing of the HVAC and domestic water systems, etc.

The Don Stewart Aquatic Centre reopens November 3rd after the Department’s annual maintenance shutdown. The Aquatics and Maintenance teams performed the following annual maintenance shutdown routines:

- Main pool basins drained, cleaned and inspected
- Hot tub drained, cleaned and inspected
- Annual inspection and servicing of the circulation and filtration system
- Annual inspection and servicing of the chlorination system
- Annual inspection and servicing of HVAC systems
- Storage room inspected and inventory of equipment
- Slide cleaned, inspected and waxed
- Slide stairs cleaned, inspected and repainted
- Underwater lights replaced
- Wading pool spray features repainted
- Water quality testing reviewed and approved by GNWT Environmental Health

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT



DEPARTMENT: RECREATION & COMMUNITY SERVICES DATE: November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT





REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Facilities and Maintenance

Don Stewart Aquatic Centre:

- Main pool basins drained, cleaned and inspected.
- Hot tub drained, cleaned and inspected.
- Annual inspection and servicing of the circulation and filtration system.
- Annual inspection and servicing of the chlorination system.
- Annual inspection and servicing of HVAC systems.
- Storage room inspected and inventory of equipment.
- Slide cleaned, inspected and waxed.
- Slide stairs cleaned, inspected and repainted.
- Underwater lights replaced.
- Wading pool spray features repainted.
- Replace tiles in women's changeroom shower.
- Viewing area windows rust removal, treatment and paint.
- Men's changeroom lockers rust removal, treatment and paint.
- Remove and replace steam room cedar planks.

Aurora Ford Arena and Hay River Curling Club ice preparation:

- Inspect and clean HVAC system, windows and light fixtures in curling rink.
- Paint and install new netting on hockey nets.
- Skating arena ice build by Department Maintenance staff (10 days).
- Clean up and organize around building for ice season.
- Routine daily ice maintenance and weekly measurements of ice depth.
- Daily ice plant checks

Other Community Centre Maintenance Items:

- Ongoing building inspections, preventative maintenance, etc.
- Maintenance and adjustments to HVAC systems as per weather conditions.
- Regular room rentals setup according to weekly instructions.
- Monthly fire extinguisher and safety checks.
- Regular inspections of fleet vehicles and equipment.
- Set up and takedown of Town of Hay River programming and community events/rentals.
- Weekly and monthly staff safety training and tailboard meetings.

- Cleaning and servicing of HVAC units in arena
- Cleaning and waxing of floors behind customer service desk



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

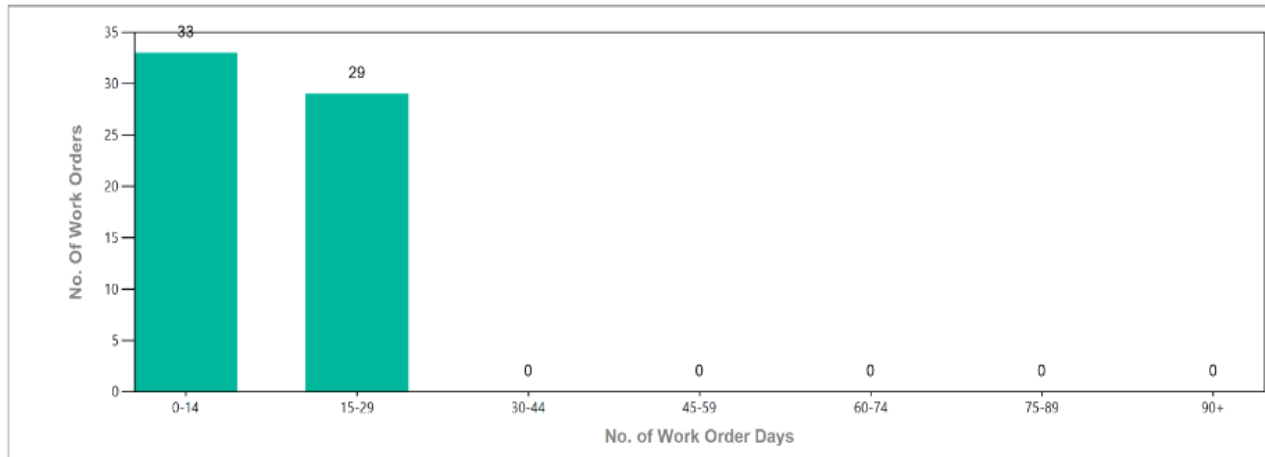
SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

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.
- Monthly inspections of THR managed greenspaces and offsite locations.
- General cleanup, inventory and organization of Rec Department shop and shop yard.
- Regular safety inspections and clean up of playgrounds and greenspaces.
- Fencing installation underway via local contractor for off leash dog runs.

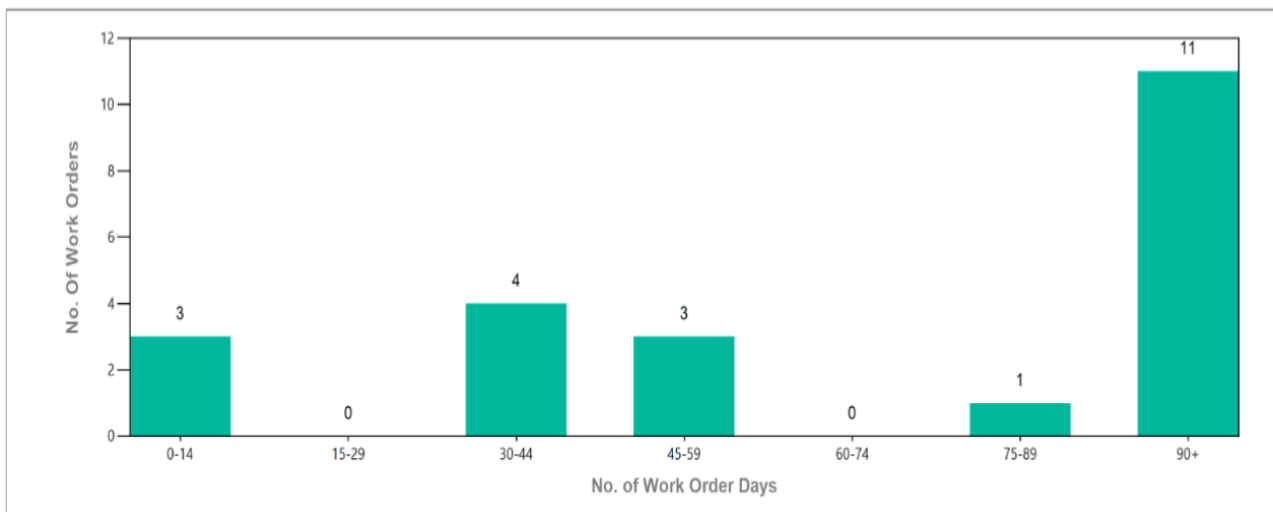
Corrective/Custodial Work Order Department/Division Summary (October 2025)

Total Count: 62 | WO Date Range: 10/01/2025 to 10/31/2025 | Department/Division: Recreation and Community Services | Type: Corrective,Custodial,Predictive,Preventive | Main Task: ALL



Corrective Work Order Aging Summary (Cumulative 2024-25)

Total Count: 22 | WO Date Range: ALL | Department/Division: Recreation and Community Services | Type: Corrective,Custodial | Main Task: ALL



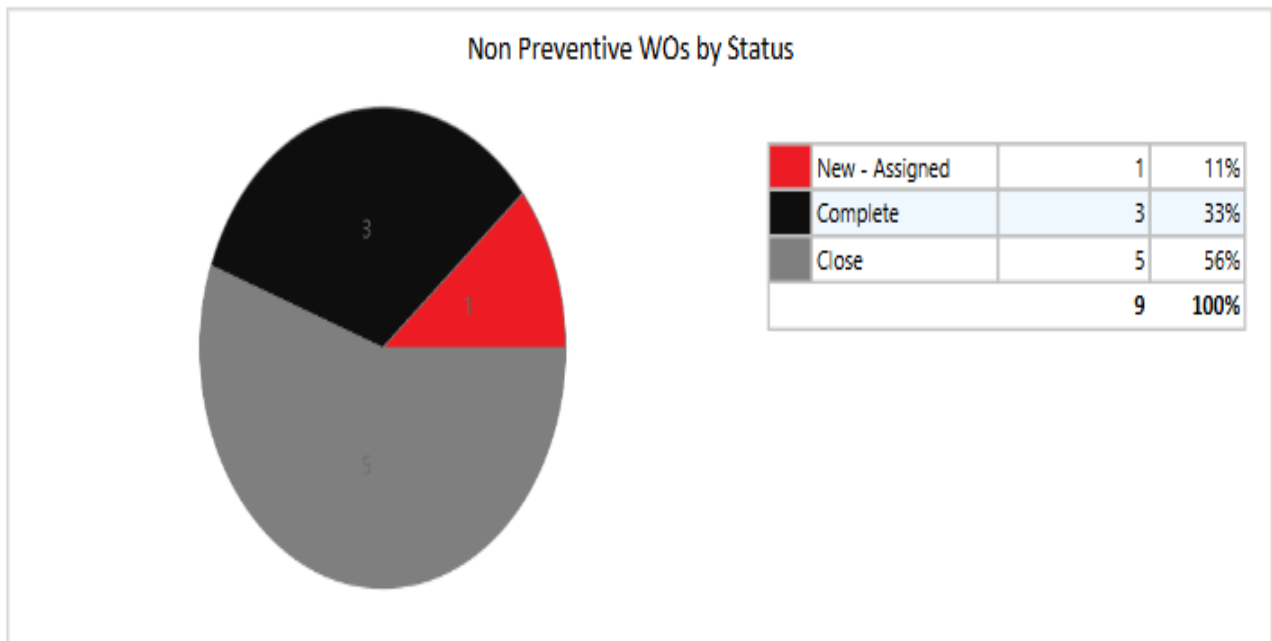
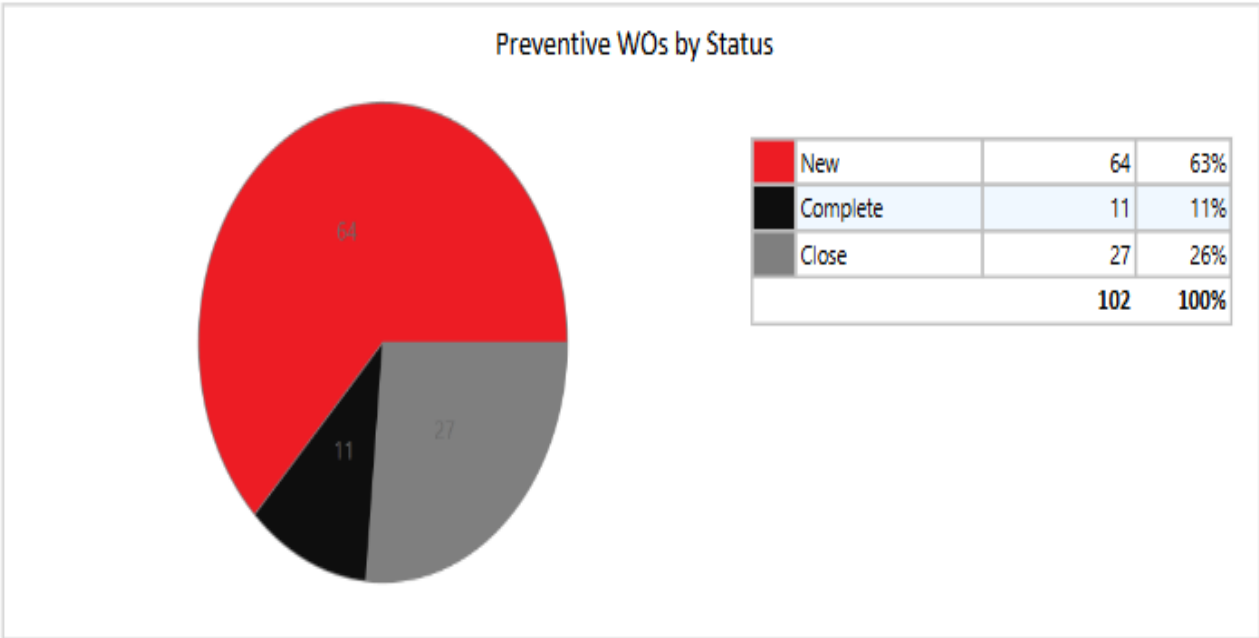


REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Maintenance Work Order Progress Reports (October 2025)





REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Tourism Coordinator Activity Report

VIC Monthly Visitors Tracking

- October 2025 VIC guest book sign-ins (92) is 75% higher than October 2024. Visitation across the board has been significantly higher for most months from 2024 to 2025.

Total VIC guest book sign ins:

	May	June	July	August	September	October
2024	143	216	196	285	120	69
2025	61	309	368	335	171	92

- VIC guests point of origin data for September 2025:
 - Canada (non-NWT): 51%
 - United States: 3%
 - NWT: 37%
 - Other: 9%
- Spring and summer visitor numbers particularly increased for Canadian travellers. This increase may be related to North American trade negotiations and reaction to American tariffs on Canadian goods.

Percentage of total visitors from Canada (non-NWT)

	May	June	July	August	September
2024	39%	55%	69%	65%	54%
2025	52%	71%	78%	67%	54%



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

- Tourism Coordinator attended the Northern Arts and Culture retail storefront zoom. This provided valuable information on the recruitment process of obtaining new artisan products.
- The 2026 Calgary Outdoor Adventure Show has booth has been booked through Spectacular NWT. Travel trade show dates are March 21-22, 2026.
- The Town of Hay River is again partnering with the Hay River Heritage Centre and Museum for the annual Pumpkin Walk taking place Nov 2, 2025.
- Preparation for the 2026 Community Spirit Awards is underway. Outreach is underway for community groups interested in partnering. Town of Hay River has shared all pertinent details and will pursue all viable options.
- Christmas parade save the date information has been shared with all local businesses and community.
- The deadline to register for a Campground Christmas stall is Nov 15th. THR Tourism Coordinator has shared this information with all local businesses.

Upcoming Special Events

Date(s)

Location

September

Elks Soccer Tournament	September 19-21 st	DJSS and PA Schools
Make the Connection	September 11th	Hay River Community Centre
Northern Sky Corridor (Conference Call)	September 26 th	Web Conference
National Day for Truth and Reconciliation	September 30 th	Soaring Eagle Friendship Centre

October

Trunk or Treat	October 31 st	Courtoreille Street
RCMP Spookarama Dance	October 31 st	Hay River Community Centre

November

Heritage Centre Pumpkin Walk	November 2 nd	HR Heritage Centre and FW Pavilion
Spectacular NWT AGM and Conference	November 4-6 th	Inuvik
Rotary Group Beerfest	November 15th	Legion Branch 250



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

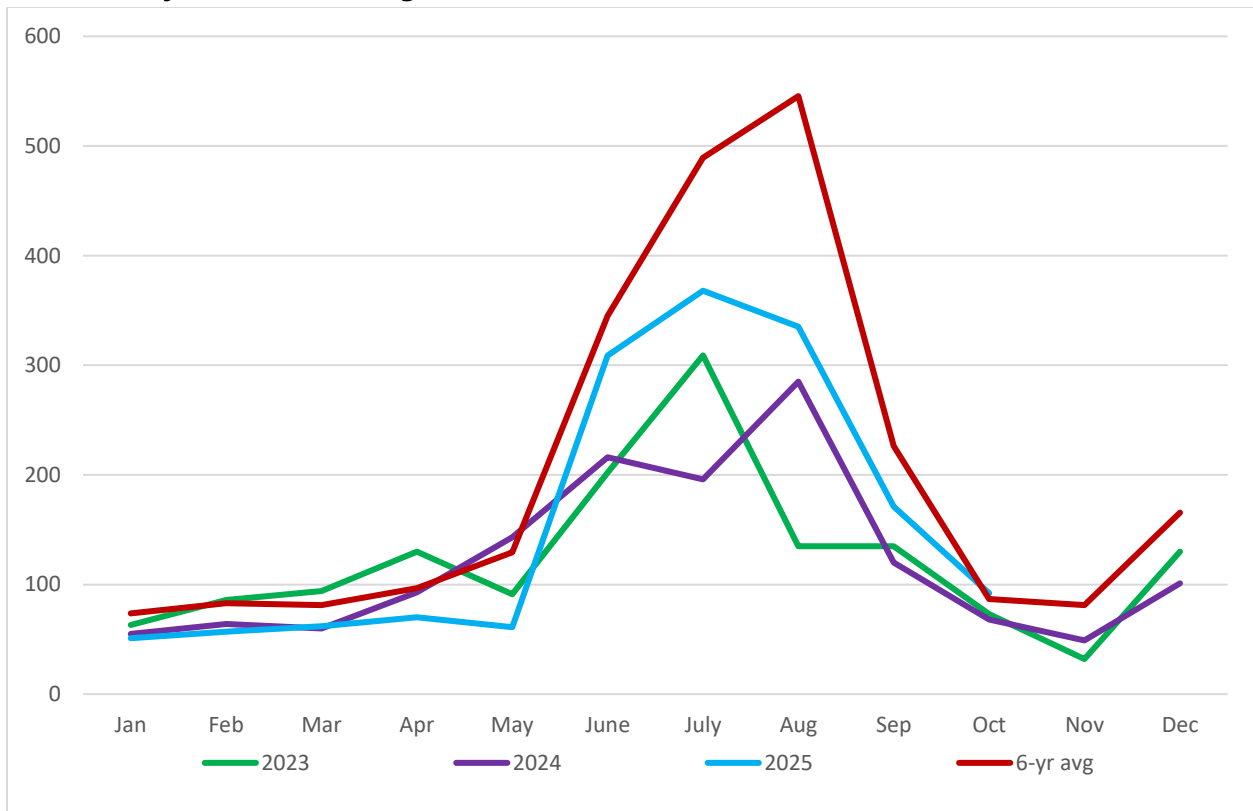
SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

Pictures with Santa	November 22nd	Royal Canadian Legion
Santa Claus Parade	November 28 th	Downtown core
Moonlight Madness	November 28th	Downtown core

December

Candy Cane Lane and Skate with Santa	December 14 th	Hay River Community Centre
Campground Christmas	December	HR Territorial Campground
Festival at the Forks	December 31 st	KFN Ice Crossing

VIC Monthly Visitors Tracking



Note: 6-year average data do not exclude months with VIC closures due to exceptional events such as the COVID pandemic, community evacuation scenarios and staff shortages.

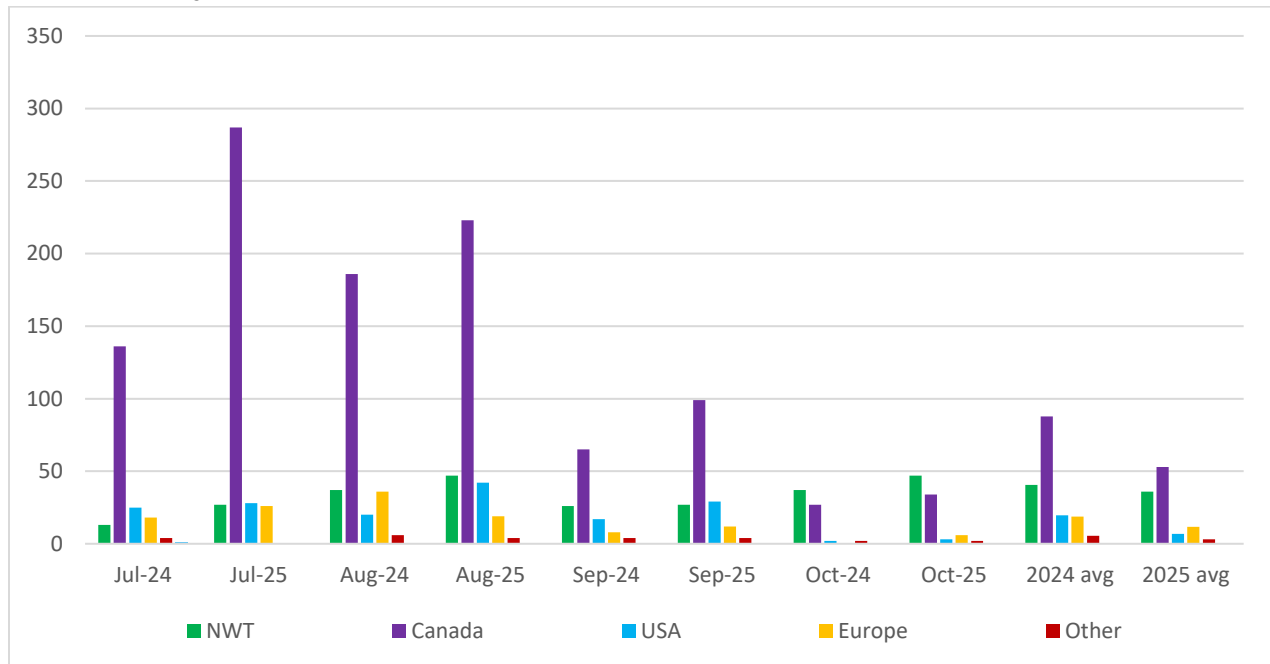


REPORT TO COUNCIL

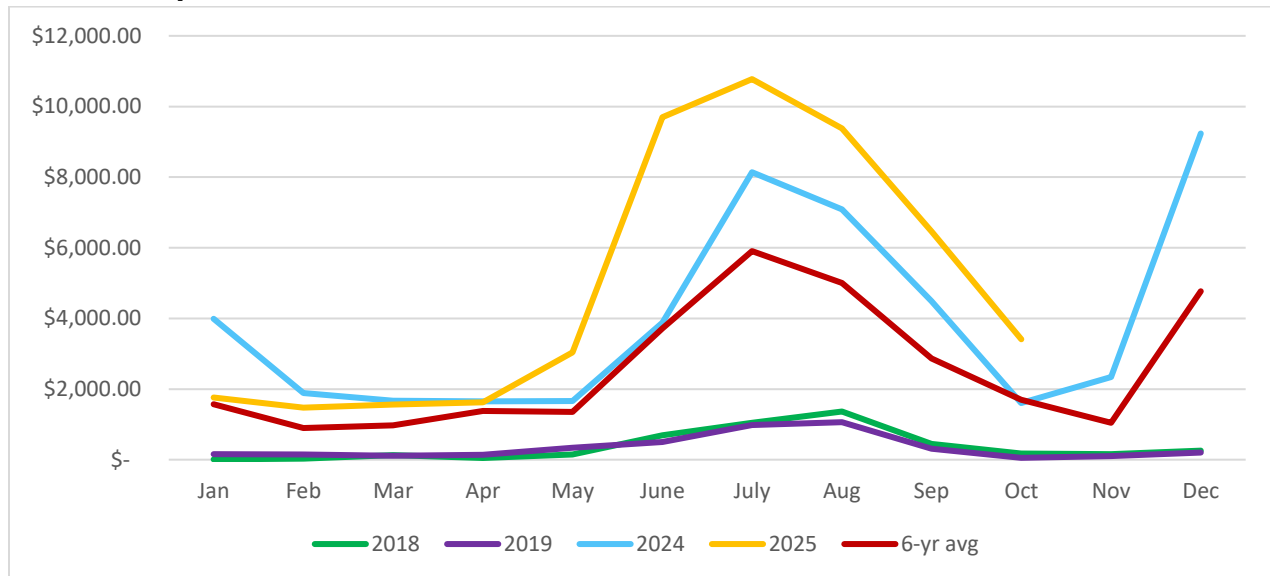
DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

VIC Visitors by Location



VIC Gift Shop Sales



Notes:

- VIC Sales have increased significantly, surpassing previous highs from 2018 and 2019.
- 6-year average data do not exclude months with VIC closures due to exceptional events such as the COVID pandemic, community evacuation scenarios and staff shortages.



REPORT TO COUNCIL

DEPARTMENT: RECREATION & COMMUNITY SERVICES **DATE:** November 3rd, 2025

SUBJECT: RECREATION & COMMUNITY SERVICES ACTIVITY REPORT

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Stephane Millette
Director Recreation and Community Services
Date: October 30th, 2025

Reviewed by:
Glenn Smith
Senior Administrative Officer
Date: October 30th, 2025



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

RECOMMENDATION:

That the Council of the Town of Hay River approves the Emergency Services Activity Report for October 2025 as presented.

BACKGROUND:

Summary:

Protective Services Monthly Priorities	
Priority	Description
1. Fire Prevention Week	Fire Prevention Week Fire Hall Open House. 3 School visits and presentations
2. 472 Hazmat Operations	The last course in the NFPA 1001 program 472 hazmat operations was hosted in Hay River.
3. NWT Fire Chiefs Conference	strategic planning session with the other department directors, where we discussed strategies and tactics based on the councils strategic plan.

Monthly Stat Summary	
EMS Calls	73
False Alarms	9
Fires	5
Rescue	0

In October, the Protective Services Department recorded a staggering total of 87 emergency calls, making it the busiest month in the department's history. The majority of these calls were related to medical emergencies, indicating a significant uptick in urgent health issues within the community. Notably, there were 19 more medical calls than the monthly average, alongside an increase of 4 additional fire response calls compared to typical figures.



REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

The situation was particularly alarming as the department responded to 10 drug overdose cases in just 8 days, which was directly tied to the alarming discovery of carfentanil in illicit drugs circulating within the area. This surge in emergency calls not only demonstrates the department's unwavering commitment to community safety but also highlights the escalating pressures faced by emergency services in Hay River.

Fire Prevention Week took place from October 5th to 11th, and this year's theme was "Charge into Fire Safety: Lithium-Ion Batteries in Your Home." To raise awareness, our department actively promoted fire safety through daily posts on social media and engaging radio messages aimed at the community.

We also hosted a successful open house at the fire hall, attracting 87 attendees. The event featured an exciting obstacle course for children, a bouncy castle for added fun, informative resources for parents, and delicious food for everyone. In our commitment to safety, we distributed free smoke detectors to those without a functioning unit in their homes.

Additionally, we visited three local schools—Harry Camsell Elementary, École Boreale, and Princess Alexandra Secondary—where we delivered important fire safety messages to the students, complemented by a special appearance from Sparky. It was a fantastic week dedicated to enhancing fire safety awareness in our community!

In October, the department hosted 18 firefighters from three different communities for the 472 Hazmat Operations course. This course is the final requirement in the NFPA 1001 Professional Firefighter Program. Five members of the Hay River Fire Department completed the training, successfully fulfilling the last step to obtain their NFPA 1001 certification.

In October, the Director and Assistant Director of Protective Services participated in the NWT Fire Chiefs Conference, which drew 35 attendees from 16 different communities and various government agencies. The conference featured an engaging session on Leadership in the Fire Service, focusing on enhancing collaboration within emergency services. A noteworthy presentation from Wounded Warriors Canada addressed mental health resilience for leaders in the field. Additionally, representatives from the Office of the Fire Marshal conducted sessions on community fire protection programs and essential fire training. The Department of ECC Forestry contributed valuable insights through a session on wildfire strategies and tactics, emphasizing wildfire preparedness and exploring funding opportunities for community mitigation projects.



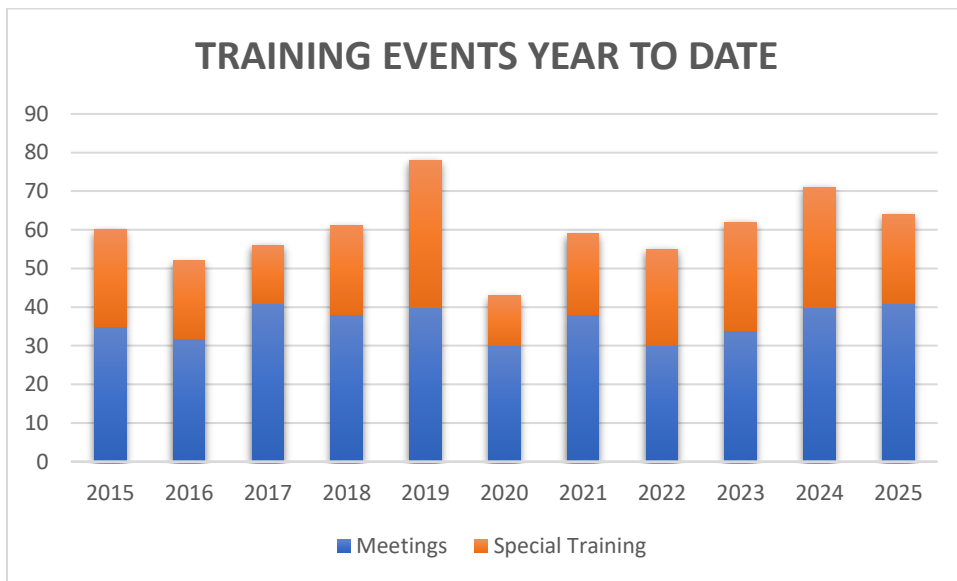
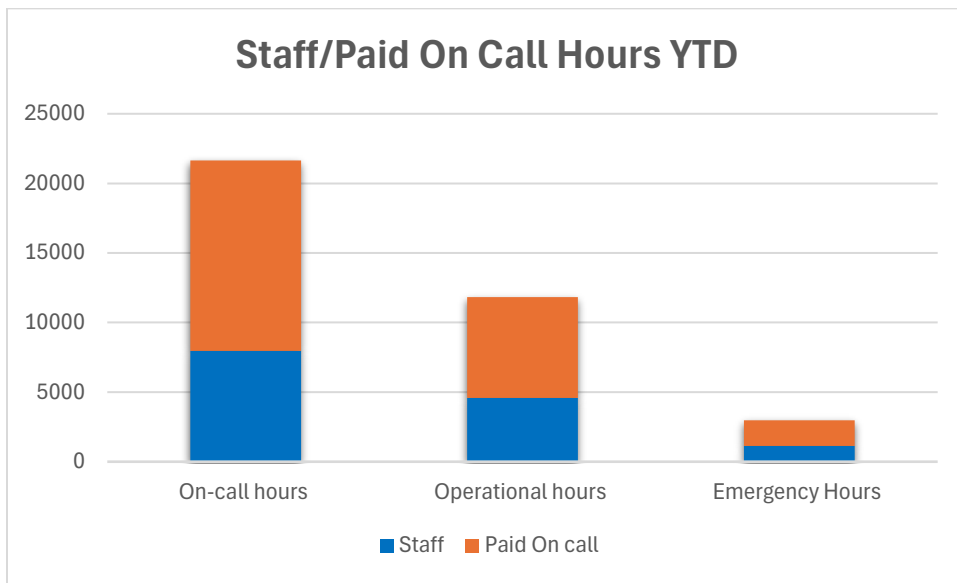
REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

STATISTICS



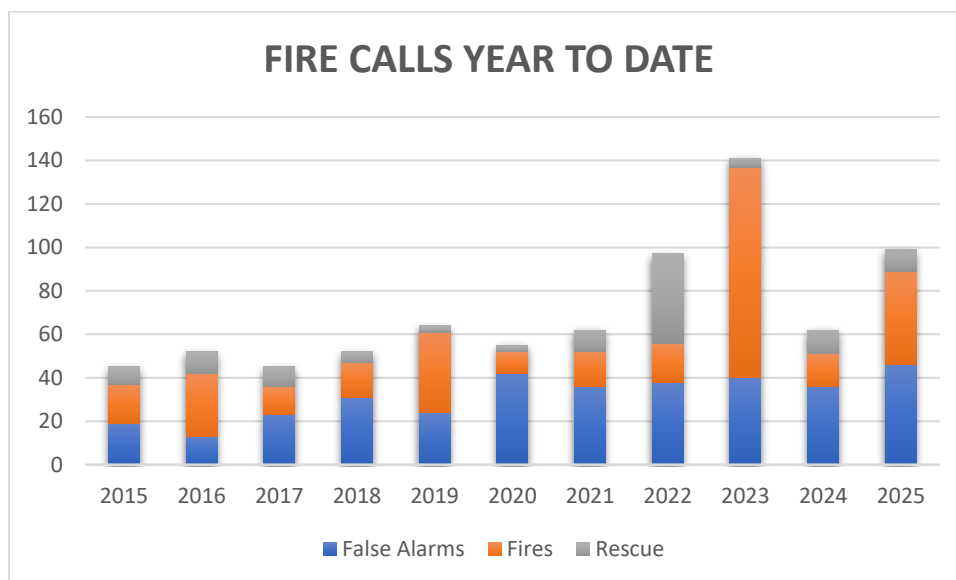
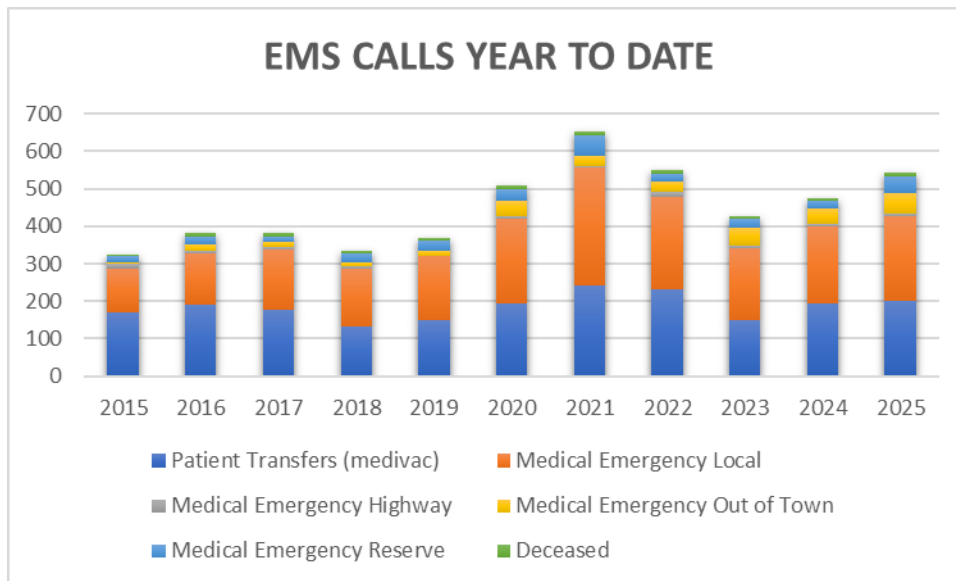


REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT





REPORT TO COUNCIL

DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: EMERGENCY SERVICES MONTHLY REPORT

MAINTENANCE

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

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

None

Prepared by:

Travis Wright
Director of Protective Services / Fire Chief
Date: October 31st, 2025

Reviewed By:

Glenn Smith
Senior Administrative Officer
Date: October 31st, 2025

REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

RECOMMENDATION:

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

BACKGROUND:

Monthly Enforcement Priorities	
Priorities	Description
1. Unsightly Properties	Engagement and Enforcement
2. Animal Control	Patrols and Enforcement
3. Public Behaviour	Engagement and Enforcement

Monthly Stat Summary	
Unsightly	6
Animal Control	20
Traffic Bylaw	50
Public Behaviour	12
Other	9

The enforcement of unsightly property violations has concluded for the year, with all identified properties now brought into compliance. We remain committed to responding to ongoing complaints and actively engaging with residents who are not in accordance with the bylaw. Protective Services is collaborating with various regulatory agencies to address issues on town-owned properties. We will continue to follow up on complaints and work closely with the development officer to ensure compliance with the property standards section of the development bylaw, where it is most suitable to tackle the reported issues.

Animal activity remains consistent even as cold weather approaches. Animal owners are being reminded to consider the cold weather and ensure their animals have adequate shelter, access to food, and unfrozen water. Residents are encouraged to document incidents with pictures or videos whenever possible and to report abuse, neglect, or problematic loose dogs with a return phone number via voicemail or email. Several cats and dogs were turned in to the shelter directly by the public this month.

REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

The protective services Specialist responded to an unprovoked dog attack during October. The dog was taken into custody at the shelter to ensure public safety and will remain there until the matter is brought before the courts. Protective Services would like to remind residents that they are responsible for their pets' actions when they are at large, and that aggressive dogs will be dealt with accordingly.

The Protective Services Specialist is actively patrolling the downtown core to promote compliance with traffic regulations and ATV usage, manage animal control, and enforce the Public Behaviour Bylaw. Our routine patrols in and around the library area have been supplemented by responsive actions to calls from library staff regarding various concerns on the property. We are committed to engaging with individuals while collaborating with RCMP to bolster safety in our downtown environment. This month alone, our efforts have led to the confiscation of six bottles of open alcohol from individuals in front of the library. We are determined to continue these enforcement measures to address the ongoing issues of alcohol consumption and loitering in the area.

The Protective Services Specialist has identified five businesses and residents who conducted open fires without securing the necessary burn permits. Even with temperatures plunging into the negatives, it's crucial for everyone to remember that obtaining a burn permit is still a requirement under our Fire Prevention Bylaw. Failing to acquire a Burn Permit may result in fines and an unnecessary response from the Fire Department.

School Safety

Protective Services continues to monitor and patrol the school zones to ensure motorists drive carefully. Drivers are also reminded to ensure windshields are clear of ice and fog, and to use headlights in the early morning hours to reduce the risk of incidents. Active patrols during busier times will help drivers be complacent with speed limits and traffic signs when children are walking to and from school in slippery conditions.

Upcoming Goals and Priorities

Protective Services continues to finish up engagements with unsightly properties. We will start to focus on Winter Priorities, such as Snow Removal and vehicle street parking. Animal Control engagement, Snow Removal Enforcement, and downtown patrols will continue. A fall/winter municipal enforcement plan is being drafted and will be submitted to the council for approval.

Emergency Services

Protective Services continues responding to fire, ambulance, and rescue calls as required.

REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

COUNCIL POLICY / STRATEGY OR GOAL:

Strategy:

Goal:

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

All applicable Bylaws and Territorial Legislation

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

OFFENCE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	VERBAL OR VISUAL WARNING	WRITTEN WARNING ENFORCEMENT	FINES ENFORCEMENT
Animal Control Bylaw					
Animal Abuse/Welfare	11	6	1	2	2
Barking Dogs	14	6	7	0	1
Dog Attack	10	4	2	1	3
Dog Bites	7	2	0	0	5
Loose Cat/Dog	131	42	36	36	13
Sled Dog Complaints	0	0	0	0	0
Miscellaneous	7	3	2	2	0
Business License					
No Business License	10	6	2	2	0
Operating business not as permitted	3	3	0	0	0
Traffic Bylaw					
Vehicle/Trailer Parking	68	13	25	16	14
ATV/Snow Machine	70	1	31	37	2
Fail to Stop (Sign or Light)	27	0	1	25	1
Distracted Driving	3	0	0	3	0
No Seat Belt	0	0	0	0	0
Fail to carry/No valid driver's licence	3	1	0	2	0
Suspended/Prohibited Driver	3	0	0	3	0
Fail to carry-No Insurance/Registration	34	0	1	31	2
Unsecure Load	0	0	0	0	0
Obstructed Windshield/Windows	1	0	1	0	0
Fail to drive to road conditions	0	0	0	0	0
Improper use of plate/ No Plate	3	0	1	1	1
Drive w/o lights during low visibility	5	0	0	5	0
Speeding	226	2	119	102	3
Speeding (School/Construct/Industrial)	4	0	1	1	0
Suspected Impaired Driver	5	5	0	0	0
Miscellaneous	13	1	3	10	0
Unightly Bylaw					
Overgrown Trees	1	0	1	0	0
Long Grass & Weeds	55	0	2	49	4
Garbage	47	20	7	15	5
Miscellaneous	130	3	81	45	0
Noise Abatement Bylaw					
Noise Complaint	5	4	2	1	0
Fire Prevention Bylaw					
Burning without permit	10	2	0	8	0
Miscellaneous	8	5	1	2	0
Public Behavior Bylaw					
Miscellaneous	2	0	0	2	0
Littering	7	0	1	4	2
Public Intoxication	27	0	9	9	9
Loitering	29	3	16	9	1
TOTAL	985	133	357	423	68

REPORT TO COMMITTEE



DEPARTMENT: PROTECTIVE SERVICES

DATE: November 4th, 2025

SUBJECT: MUNICIPAL ENFORCEMENT REPORT

Prepared by:

Brandon Scott
Protective Services Specialist
Date: October 31, 2025

Reviewed By:

Jonathan Wallington
Assistant Director Protective Services
Date: October 31, 2025