



COUNCIL MINUTES – January 20, 2020

The Regular Meeting of Council was held on Monday, January 20, 2020 at 6:30pm in the Council Chambers.

Present: Mayor Jameson, Councillors Anderson, Dohey, Groenewegen & Willows

Staff: Senior Administrative Officer – Judy Goucher, Assistant Senior Administrative Officer – Glenn Smith, Director of Public Works – Mike Auge, Director of Finance & Administration – Sam Mugford, Director of Protective Services – Ross Potter Director of Recreation – Stephane Millette & Council Administrator – Stacey Barnes

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

#20-001

MOVED BY: CLLR ANDERSON

SECONDED BY: CLLR WILLOWS

Add 5. C) Aurora Wood Pellets

Add 10. B) Excused Absence

CARRIED

3. DECLARATION OF INTEREST

There were no declarations of interest for the Regular Meeting of Council, Monday, January 20th, 2020

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

There were no announcements, awards, ceremonies & presentations for the Regular Meeting of Council, Monday, January 20th, 2020

5. DELEGATIONS

a) Imperial Oil Cheque Presentation – Kyle Scott

b) Hay River Health and Social Services Authority Quarterly Update – CEO Erin Griffiths and Public Administrator Brian Willows

c) Aurora Wood Pellets Presentation – Brad Mapes & Steve Bassett

6. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)

a) December 16th – Regular Meeting of Council

#20-002

MOVED BY: CLLR DOHEY

SECONDED BY: CLLR WILLOWS

CARRIED



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6. ADMINISTRATIVE ENQUIRIES

Director of Finance and Administration – Sam Mugford

- No major updates since last week
- Year end is ongoing
- Revision of chartered accounts is completed

Director of Protective Services – Ross Potter

- 8 more students to start NFPA 1001 this year

Director of Recreation – Stephane Millette

- Numbers are back up since last week for pool and fitness classes
- Recreation programmer is reaching out to day homes and schools about upcoming programs
- We have received 2 grants for programming events
- Pool hours remain the same this week 12pm-8pm, with early morning swims returning next week
- Facility and Maintenance staff completed HVAC training of the recreation centre
- Working on outdoor rinks this week

Director of Public Works – Mike Auge

- Public Works are working on water leaks
- Snow clearing starting on Tuesday
- Capital projects are set up for 2020
- Water License Technical Sessions are coming up on February 11-13
- Working on leads regarding tire removal from the landfill
- As well as working on the updating the water & Sewer bylaw

ASAO – Smith

- Tourism, Economic Development Meeting on Thursday at 12noon
 - Will be reviewing the 2020 draft tourism plan
- Funding application due tomorrow for trail signage
- We are putting an application for NWT Healthy Choices Funding
- CANNOR 2021 Expression of Interest coming out
- Had a meeting with NWT Francophone today regarding awareness of programs and immigration plans. Over 90 families in Hay River speak French

SAO Goucher –

- Mackenzie Valley Land and Water Board will be offering a tour of the landfill site during the technical sessions on February 11th, if any Council members would like to join, let us know as we need to RSVP. The rest of the technical sessions are open to all.
- The Technical Sessions take place February 11-13th



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	Roof upgrades projects underway at WTP and reservoir
Roads	Snow clearing work Sanding activities Sign repairs as needed
Vehicles	Winterizing of vehicles
Cemetery	1 Funeral held this month

Landfill Operations:

The Landfill continued regular operations and monitoring activities throughout the month.

The ICIP funding agreement for removal of tires has been finalized. Currently working with GNWT to develop plan to have tires removed from site as soon as possible in 2020.

Water Licence Activities:

Regular monitoring programs continue as per the requirements of the Town's water licence.

The Town's water licence renewal application was submitted to the Mackenzie Valley Land and Water Board on September 16th. The initial application has been reviewed and commented on by all interested parties and the Town has provided responses to those comments. The next step in the process is the Technical Sessions, which are scheduled for February 11th – 13th. The renewal process is on schedule and expected to continue well into 2020.

Capital Projects 2019:

A list of 2019 Capital Projects along with an update of the status of these projects is included below. Unfinished projects will be carried over into 2020 for completion.

2019 Capital Projects Public Works	
Project	Update
Lift Station System Upgrade	Working on acquisition of property. Design work expected to begin early in 2020.
Fraser Place Development	Acquiring LUP for drilling operations. Geotechnical operations expected to commence in early 2020.
Caribou Crescent Water, Sewer, and Drainage	Funding agreement finalized, design to be finalized in early 2020 with construction to follow.
Grader Replacement	Complete
Mower Attachment for Tractor	Postponed
Water Treatment Plant Roof Replacement	Project commenced, work ongoing
Reservoir Roof Upgrades	Project commenced, work ongoing
Water Licence Renewal	Ongoing – See Water Licence section
Landfill Trailer	Complete



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Commercial Water Meter upgrade	Majority of meters have been purchased and a portion have been installed. Remainder to be done as time permits.
Landfill – Tire Recycling Program	Funding agreement finalized, work to be completed in 2020.
Landfill – Solid Waste Facility Planning	Funding agreement finalized, work to be completed in 2020.
Sewer Lining throughout Town	Complete
Paradise Road Realignment	Project on hold until funding source identified
Lift Station #2 Demolition	Work completed for 2019, some minor landscaping work to be completed in the spring
Sewage Lagoon Upgrades	Complete
Snowblower – heavy duty	Complete
Lift Station Study	Complete
Beach Road Upgrade	Complete
Generator Replacement – WTP	Complete
Sewer Flusher (Equipment)	Quotes came in over budget, project deferred to 2020
Landfill Interim Closure Plan	Approval deferred by MVLWB, has become part of the water licence renewal process.
Mansell, Dessy, and Morin work	Project work completed for 2019. Some minor work to be completed in 2020.

Capital Projects 2020:

An updated estimate on the water intake line inspection has been obtained and the cost is now expected to be under \$50,000. The original budgeted amount for this project was \$550,000 but further investigation and discussion with experts in the industry have resulted in a much lower expected cost. This work is expected to be undertaken in the summer months of 2020 and the change in cost will be reflected in the Q1 Variance Report.

Planning:

4 Development Permits and 0 Building Permits have been approved for December 2019. In the month of December 2018, we had 1 Development Permits and 1 Building Permits signed out. The monthly Development and Building report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Dec 2/19	D19-103	6 Cameron Crescent	Home Occupation Northern Lights Dog Grooming
Dec 10/19	D19-104	Lots 1834 to 1836 Saskatoon Drive	Proposed Subdivision and Amalgamation of 4 Lots Into 3 Larger Lots
Dec 11/19	D19-105	3 Wildrose Drive	Home Occupation Frizzle Chick Creations (Puppet Making)
Dec 17/19	D19-106	LE-109-200185-01, Lot 635, Reserve SK-00172, Plan 723	Install Commercial Entranceway C/W Culvert to Eight Individual Recreation Lease Lots



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5 Years

Garett Flaherty

25 Years

Vince McKay

Firefighter Stacey Barnes received the Firefighter of the Year Award.

In 2019 the department held 47 Fire/Ambulance Meetings, 40 special training events, and 42 maintenance sessions.

We responded to 406 ambulance calls, 187 of which were medical emergencies and 162 patient transfers. We had a total of 21 fire/rescue calls of which one was 23 days long (landfill fire), and 29 false alarms.

We were also very busy with prevention activities, completing 23 public education sessions and 125 building inspections.

We had 5 members complete their NFPA 1001/472 Structural Fire Fighter qualification, and another 6 members have now attained their Emergency Medical Responder certifications.

At the end of 2019, we had 34 members in the department as compared to 29 members at the start of 2019. This is an indication that our Recruitment and Retention is working well.

We responded to 482 emergency calls, attended 87 training events, and as a group, we have put in 7,568 Paid on Call hours.

Meetings:

Joint Occupational Health and Safety
NWT Fire Chief's Association

During December 494.5, paid-on-call hours were served by the members of the HRFD for a year to date total of 7,568 hours.

STATISTICS

FUNCTION	DECEMBE R 2017	DECEMBE R 2018	DECEMBE R 2019	DECEMBE R 2017 YTD	DECEMBE R 2018 YTD	DECEMBE R 2019 YTD
Patient Transfers	21	13	14	202	145	162
Medical Emergency Local	7	13	26	158	166	187
Medical Emergency	1	4	7	17	25	33



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Reserve						
Medical Emergency Highway	1	0	0	6	7	1
Medical Emergency Out of Town Patients	0	0	3	13	13	16
Body Transfer	1	0	0	10	9	7
Fires & Rescues	1	2	5	24	23	21
False Alarms	0	1	5	24	32	29
Training	2	2	1	47	45	47
Special Training	3	0	0	26	23	40
Maintenanc e	2	3	3	39	46	42
Fire Permits	0	0	2	5	20	13
Fireworks Permits	10	8	6	15	16	7
Public Safety	4	2	3	41	27	23
Inspections	9	17	9	64	95	125

MAINTENANCE

All daily/weekly/monthly maintenance activities were completed. No issues were identified with the exception of Ambulance 1 which continues to experience mechanical issues that are impacting the availability of this unit to provide service to the community. Our second ambulance unit is in service.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Fire Prevention Bylaw



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FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

None

Prepared by:

Ross Potter
Director Protective Services/Fire Chief
Date: January 6, 2020

Reviewed By:

Judy Goucher
Senior Administrative Officer
Date: January 7th, 2020

c) Municipal enforcement Monthly Report for December 2019

RECOMMENDATION:

#20-005

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR WILLOWS**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Municipal Enforcement Report for December 2019 as presented.

CARRIED

BACKGROUND



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OFFENSE	INQUIRY	INVESTIGATED NO SUBSTANTIATION	OFFENCES	WARNINGS	SHELTER	FINES	TOWED	RETURNED TO OWNER
Animal Control Bylaw								
Animal Abuse								
Barking Dogs								
Dog Attack								
Dog Bites								
Loose Cat								
Loose Dogs								
Business License								
No Business License								
Traffic Bylaw								
Vehicle Parking	2			2				
Trailer Parking								
ATV								
Misc	2			2				
Unightly Bylaw								
Overgrown Trees								
Long Grass								
Miscellaneous								
Garbage	2	1		1				
Development Related								
Infringing on Property								
Fire Prevention Bylaw								
Burn Garbage								
Porritt Landing								
Vessel Parking Issues								
Snow Removal								
Not Clearing Sidewalks								

Unightly Properties: 0

The Protective Services Specialist was making two daily patrols which include surveys for loose dogs, vehicles, and trailers that may be parked inappropriately causing aesthetic and traffic issues (i.e., parking in green spaces) and unsightly properties. Each patrol was about 2 hours long if the patrol covered the complete town. With the resignation of the Protective Services Specialist these patrols will become a random patrol until such time as we have a new Protective Services Specialist. We will also be fielding complaints from the public and investigating the allegations to ensure they are valid.

The Protective Services Specialist has accepted a job with another local employer. Her last day with the Town of Hay River was December 28, 2019. Until the position is filled, random patrols will be conducted by the Director, Protective Services.

A posting for the position is presently in place and closes on January 17, 2019.



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COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaws as applicable

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:
Ross Potter
Director, Protective Services
Date: January 6, 2020

Reviewed By:
Judy Goucher
Senior Administrative Officer
Date: January 7th, 2019

d) Tourism and Economic Development Monthly Report for December 2019

RECOMMENDATION:

#20-006 **MOVED BY: CLLR GROENEWEGEN**
SECONDED BY: CLLR DOHEY

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Tourism and Economic Development Report for the month of December 2019.

CARRIED

BACKGROUND:

Tourism Activity:

- **Total Visitors for 2019: 4094 (4473 in 2018)**
- Tourism activity was slow through the month; mostly NWT and Canadian visitors.
- We had international visitors from Boston, Iraq, Russia and Germany.

Visitor Information Centre (VIC):

- **Total Gift Sales for 2019: \$54,000 (\$45,000 in 2018).**
- December sales were \$10,200, up from last year (\$9,387).



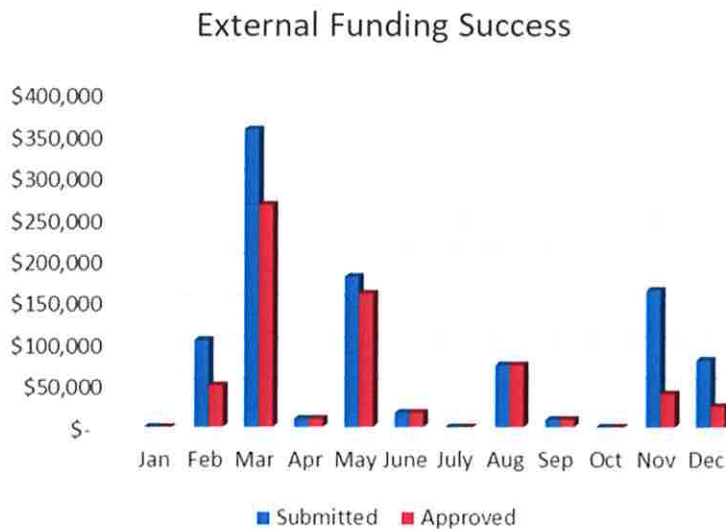
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Other Activity:

- **Total Tourism & Economic Development grants received for 2019: \$652,000 (excludes other Town received contributions such as ICIP).**
- Imperial Oil provided a verbal indication of a \$25,000 sponsorship to support the construction of the Fisherman's Wharf Pavilion.
- Three expressions of interest were submitted to ITI for funding in early December; one for the Community Tourism Infrastructure Contribution Program and two for the Tourism Product Diversification and Marketing Program.
- Design for the Trans Canada Trail interpretive signage was completed and printed. The signs will be installed in January.
- Design for trailhead signs for the Bob McMeekin Park and the Rotary Trail is ongoing and will be completed in January. Signs are targeted for installation in February.
- The Tourism and Economic Development Coordinator provided suggested content and content corrections for Northern News Services Limited's 2020 Visitor Guide. The Visitor Guide has been used in recent years by the Town of Hay River as our primary print publication circulated to visitors to the community. The Guide is expected to be produced in February.
- Work continues by Administration and the Tourism and Economic Development Committee on the 2020 Hay River Tourism Development Plan. This document will serve to set the Town's direction related to tourism strategies and initiatives for the period between 2020-2023. The document will be presented to Council for their input and approval in January.

External Funding Success

December Grant Applications:

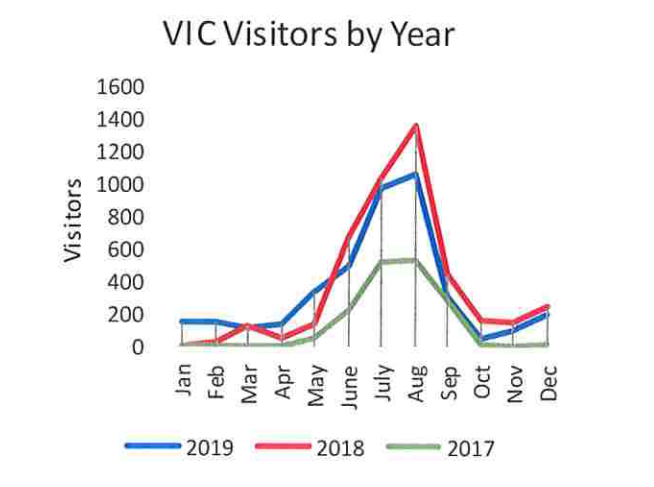


- Verbal commitment of \$25,000 to the Fisherman's Wharf Pavilion build fund by Imperial Oil.
- Submitted \$55,415 in funding expressions of interest to ITI.
- Year to date: we have been successfully awarded \$652,000 in funding from Tourism and Economic Development submitted applications (excludes other contributions such as ICIP).



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Visitor Information Centre Visitors



December VIC visitation numbers at 201 visitors was up significantly over November's 100 visitors but down from December 2018's 257 visitors. December saw international visitors from Boston, Iraq, Russia and Germany.

Gift Shop Sales



Gift shop sales for the year were up from last year's– 2019 \$53,178.15 – 2018 \$44,663.64



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Inbound Marketing

- Focus has continued on promotion through social media.

Visitor Satisfaction Rating

- We have been working with ITI, NWT Parks and Spectacular NWT to create an NWT wide visitor metrics that will be of value to all involved. We will be discussing in the New Year.

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:
Peter Magill
Tourism and Economic Development Coordinator
Date: December 24, 2019

Reviewed by:
Glenn Smith
ASAO
Date: January 8th, 2020

e) Mayors Monthly Report for December 2019

RECOMMENDATION:

#20-007 **MOVED BY: CLLR WILLOWS**
 SECONDED BY: CLLR DOHEY

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the “Mayors Report” for December 2019 as presented.

CARRIED

BACKGROUND:



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Mayor's December 2019 Meetings

<u>Date</u>	<u>Meeting with or Attended</u>	<u>Location</u>
December 2 nd , 2019	Local MLAs, RJ Simpson and Rocky Simpson, Council, SAO and ASAO	Council Chambers
December 3 rd , 2019	NTPC CEO	Mayors Office
December 3 rd , 2019	Community Stakeholders Focus Group	Hay River Regional Health Centre – Sunny Street Boardroom
December 4 th , 2019	Executive and Indigenous Affairs, Lands, MACA, Council and Administration	Council Chambers
December 4 th , 2019	2020 Budget Public Meeting	Council Chambers
December 13 th , 2019	Supportive Living Services Christmas Party	Recreation Centre
December 18 th , 2019	NTPC, NUL, PUB, Mayor and SAO - Hay River Franchise Regulatory Process	NTPC Boardroom
December 18 th , 2019	RCMP Brandon Humbke	Mayors Office
December 18 th , 2019	Appreciation Lunch with Town Admin Staff and Council	Council Chambers



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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:

Kandis Jameson

Mayor

Date: January 3rd, 2020

f) Recreation Monthly Report for December 2019

RECOMMENDATION:

#20-008

MOVED BY: CLLR DOHEY

SECONDED BY: CLLR GROENEWEGEN

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report entitled "Recreation and Community Services Monthly Report" for December 2019 as presented.

CARRIED

BACKGROUND:

Recreational Programming

The Department of Recreation's Programming Division was busy wrapping up November/December programs and preparing for the holiday season. Regular programming schedules were greatly



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modified, given that that groups such as the Hay River Figure Skating Club, Hay River Minor Hockey, Hay River Speed Skating Club were on hiatus for the holiday season. These open ice and swim times allowed for many seasonal activities such as Breakfast with Santa, Skate with Santa and the numerous corporate or THR sponsored skate and swim times.

Christmas activities and attendance:

- Breakfast with Santa in the Community Hall (approx. 200 people);
- Skate with Santa (approx. 150 people);
- Festival at the Forks (125+ people);
- Fish scale Art workshops with Jennifer Buckley (10 participants);
- Holiday youth activities and workshops (6 activities; 40 participants);
- Corporate sponsored ice times (approx. 40 hours; 400+ participants);

It should be noted that drop in and fitness program revenues were comparable to previous months despite a holiday season with reduced operational hours and numerous sponsored swim and ice times.

The continued increase in the number of THR delivered programs should also be noted, as well as the number of participants who register and/or drop in for those programs. Fall and Winter 2019 saw 9 new categories of programs as compared to 2018. Those new programs are seeing consistent numbers and are being planned and delivered to recover cost. The majority of those programs are planned and delivered by THR's Recreation Programmer employee hired in the Spring of 2018.

Recreation Programming Statistics

Regular programs:	October		November		December		Totals
	2018	2019	2018	2019	2018	2019	
<i>Walking Track</i>	403	126	330	248	295	144	287
<i>Table Tennis Drop-in</i>	76	76	87	44	61	46	
<i>Air Hockey Drop-in</i>	-	33	-	45	-	34	
<i>Badminton & Pickleball</i>	5	0	8	40	4	63	62
<i>Various fitness classes</i>	-	33	-	52	-	62	



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<i>Spin Bike Classes</i>	-	16	-	7	-	4	27
<i>Spin bootcamp</i>	-	4	-	14	-	9	
<i>Lunch time spin</i>	-	24	-	16	-	14	
<i>Science Club</i>	-	40	-	26	-	17	83
<i>Drama Club</i>	-	40	-	18	-	26	
<i>Art Club</i>	5	40	5	18	-	8	
<i>Stay and Play Evenings</i>	<i>New to November 2020</i>			22	-	32	
<i>Zumba Jr</i>	-	40	-	-	-	-	
<i>RAD and PHAB</i>	30	120	30	77	16	38	38
<i>Zumba gold</i>	-	n/a	-	-	-	-	8
<i>Seniors Craft Club</i>	12	16	16	16	8	8	
<i>Senior stretch</i>	0	12	0	10	-	-	
<i>Public Skating</i>	170	211	91	211	47	340	403
<i>Sr Shinny</i>	16	22	2-10 avg	22	29	34	
<i>Jr Shinny</i>	16	31	2-10 avg	31	24	29	
<i>Full Moon Snowshoe</i>	-	-	-	8	-	2	2

Rental hall usage:	Community Hall	Multipurpose Room	Doug W. Hall
<i>THR special events</i>	2	5	-
<i>THR meetings</i>	1	-	2
<i>THR Regular Programs</i>	12	3-5 programs daily	-
<i>Corporate/private rentals</i>	2	11	4
<i>Non-profit organization</i>	2	2	5
<i>Birthday celebrations</i>	1	2	1



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Revenues:	October	November	December
<i>Drop in activities</i>			
<i>Child</i>	\$503.03	\$517.00	\$330.10
<i>Student</i>	\$224.79	\$108.00	\$295.24
<i>Family</i>	\$560.07	\$564.00	\$320.04
<i>Adult</i>	\$567.93	\$468.00	\$508.02
<i>Senior</i>	\$65.50	\$44.00	\$26.20
<i>Fitness Programs</i>			
<i>Student drop ins</i>	-	-	-
<i>Adult drop ins</i>	\$137.54	\$119.00	\$97.08
<i>Adult Memberships</i>	\$1359.90	\$156.21	\$1308.69
<i>Senior drop ins</i>	\$26.26	\$10.50	\$10.50
<i>Senior Memberships</i>	-	\$84.27	-

Aquatics

The Aquatic Centre's operational hours were reduced in December, both by a temporary staffing shortage and the affects of cold weather on mechanical systems. Early bird swims were cancelled in December and planned closures were scheduled to provide mandatory breaks for staff guarding the pool deck. Unfortunately, there were also a few unplanned closures due to the staff shortage and others being a result of cold weather on deck conditions and/or water quality.

Significant improvements were made to the Aquatic Centre's mechanical systems in December. Phase 2 of the Aquatic Centre's Air Handling Unit upgrade project was completed with the installation of a snow hood and variable flow drive fans as well as upgrading and integration of the system's controls to those of the Recreation Centre's controls. The Aquatic Centre's AHU no longer freezes up which leads to consistent comfortable conditions in the Aquatic Centre and viewing area.

The automated chlorine feeder system required a bit of work in December due to freeze up in cold weather. The system was thawed out, minor repairs were made and no further freezing is expected.



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Though these issues did result in pool closures, cooperation and communication has improved between Maintenance staff and Aquatic staff to ensure preventative maintenance and coordinated efforts that prevent failure and closures.

Revenues and swimmer numbers were comparable to previous months and December 2018 despite the staffing and mechanical issues experienced last month. Lower numbers were seen for school groups, Aquafit and youth swim lessons as compared to previous months, but this is normal given the busy holiday season. The newly revived Hay River Swim Club took a break during the holiday season, but they will resume on January 8th. It's expected that they will continue to see good numbers with significant interest from a few local families.

Corporate sponsored free swim times were very well attended during the holiday season. A total of 20 hours of free swim time were paid for by local businesses. Over 300 swimmers took part in those swim times with some free swim blocs seeing over 30 to 40 swimmers enjoying the facilities.

Regular programming included:

- Corporate sponsored swim times (20 hrs during holiday season);
- Open Swim Times (daily);
- School/Youth group availabilities (8 blocks per week);
- Evening Adult swim (4 days/week);
- Birthday Party Availability (4 blocks per weekend);
- Family Swim Times (one/week);

Department Statistics

Pool Attendance:	October		November		December	
	2018	2019	2018	2019	2018	2019
<i>Birthday parties</i>	-	2	3	2	6	0
<i>Aquafit</i>	-	32	23	48	10	21
<i>School groups</i>	-	197	116	133	212	77
<i>General</i>	57	578	886	787	854	

Aquatic Revenue:	October		November		December	
	2018	2019	2018	2019	2018	2019
<i>Admissions</i>	\$454.99	\$2951.07	\$2703.07	\$2599.49	\$2481.67	\$2413.41



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<i>Kids Lessons</i>	-	\$1305.14	\$232.50	\$139.00	\$0.00	\$195.50
<i>Adult Lessons</i>	\$182.86	\$90.48	\$132.38	\$374.24	\$182.88	\$0.00
<i>Miscellaneous</i>	\$7.62	\$161.40	\$61.17	\$168.58	\$38.31	\$97.10
<i>Hourly Rental</i>	-	\$203.33	\$205.71	\$2138.00	\$411.42	\$266.66

Facilities and Maintenance

Recreation and Aquatic Centre:

- Maintenance:
 - Setup and takedown of rentals and special activities;
 - Janitorial contract ongoing with positive feedback from contractor and THR staff;
 - Weekly walkthroughs of Aquatic Centre and Recreation Centre;
 - Director of Recreation, Divisional Supervisors and appropriate staff;
 - Update of daily and weekly checklists on City Reporter Software;
 - Increased communications/action logs for maintenance staff and other divisions;

- Improvements:
 - Main pool filter repairs;
 - Installation of MP Room shelving covers by local contractor;
 - Aquatic Centre AHU upgrade project Phase 2 completed;

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Prepared by:
 Stephane Millette
 Director Recreation and Community Services
 Date: January 8th, 2019

Reviewed by:
 Judy Goucher
 SAO
 Date: January 8th, 2019



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g) Excused Business

RECOMMENDATION:

#20-009 **MOVED BY: CLLR DOHEY**
SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Deputy Mayor Bouchard from any meetings taking place between January 14th to February 8th, 2020

CARRIED

BACKGROUND:

Deputy Mayor Bouchard has asked to be excused from any meetings taking place between January 14th and February 8th, 2020.

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: January 8, 2020



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h) Development Permit Application (D19-100) for 2 Seasons Adventures

RECOMMENDATION:

#20-010 **MOVED BY: CLLR DOHEY**
 SECONDED BY: CLLR WILLOWS

THAT THE COUNCIL OF THE TOWN OF HAY RIVER Review and Approve at their Discretion Development Permit Application No. D19-100, to allow the Shower House and move all 15 Decks onto the lease property, subject to the following conditions:

- **That all Requirements of the Zoning and Building Bylaws 1812 are met;**
- **That all requirements of the lease agreement are met;**
- **The applicant undertakes to conform to all relevant Municipal, Territorial and Federal policies and regulations.**

CARRIED

BACKGROUND:

The Town of Hay River is in the process of working with 2 Seasons Adventures to get all Development Approved on D13-013 in line with the letter of approval and the land lease agreement with the Town of Hay River.

The Town has received an application (D19-100) from 2 Seasons Adventures/Reliable Group of Companies to add a Shower House and to move all 15 decks built on individual camping stalls outside of the lease area onto the lease property and in line with the Lease Agreement, Zoning and Building Bylaws, and all applicable codes.

The Shower House would fall under Buildings and Accessory uses to the use Tourist Lodges, it does need a Building Permit to ensure all construction is to the applicable codes.

The 15 decks would also fall under the Buildings and Accessory uses to the Tourist Lodges and would also require Building Permits to ensure all construction is to the applicable codes.

These additions to the original plans have not been pre-approved by the Development Officer.

The portion of the by-law that relates to change in plans reads as follows:

3.7 Conditions of Approval for Development Permits

- 9) *No change in plans, use of site, or methods of construction shall be undertaken unless and until such change is approved in writing by the Development Officer.*

COUNCIL POLICY / STRATEGY OR GOAL:

N/A



COUNCIL MINUTES – January 20, 2020

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Lease agreement with the Town of Hay River
Planning Act R.S.N.W.T. 1988, c.P-7
Zoning & Building Bylaw No. 1812
2015 National Building Code.
2015 National Fire Code.

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Application for Development #D19-100
Original Development Approval Letter D13-013

Prepared by:

Randy Froese
Development Officer
Date: January 7, 2020

Reviewed by:

Mike Auge
Director of Public Works
Date: January 7, 2020

- i) Development Permit Application (D19-101) for 2 Seasons Adventures

RECOMMENDATION:

#20-011 **MOVED BY: CLLR ANDERSON**
 SECONDED BY: CLLR DOHEY

THAT THE COUNCIL OF THE TOWN OF HAY RIVER Review and Approve at their Discretion Development Permit Application No. D19-101, to allow the larger Grey Cabin at 2 Seasons to be considered as one of the six pre-approved cabins for Tourism use only subject to the following conditions:

- That all requirements of the Zoning and Building Bylaw 1812 are met;
- That all requirements of the lease agreement are met;
- The applicant undertakes to conform to all relevant Municipal, Territorial and Federal policies and regulations.

CARRIED



COUNCIL MINUTES – January 20, 2020

BACKGROUND:

The Town of Hay River is in the process of working with 2 Seasons Adventures to get all Development Approved on D13-013 in line with the letter of approval and the land lease agreement with the Town of Hay River.

Six Cabins were approved on Development Permit D13-013 to Establish and Develop an Adventure Tourism, Camping, Tourist Lodge in 2013.

The Town has received an application from 2 Seasons Adventures/ Reliable Group of Companies to allow the larger Grey Cabin built on the other end of the lease to be considered as one of the original 6 pre-approved cabins.

The original approved permit for 2 Seasons allowed for 6 small cabins. The original plan showed the 6 small cabins to be in the same area. To date 3 small cabins have been set up in this original area of the lease. During construction, a larger Grey Cabin was set up on the other end of the lease property. The owners have re-applied to have this larger grey cabin included as part of the 6 originally approved cabins.

This change in plans was not pre-approved by the Development Officer. The approval of this development permit is the first step in the process to get the building approved. The full permitting process will still need to be followed including the application and approval of building and occupancy permits for the unit. These steps will also include the inspection of the building by both the Town Development Officer and the Fire Marshal.

The portion of the by-law that relates to changes in plans reads as follows:

3.7 Conditions of Approval for Development Permits

- 9) *No change in plans, use of site, or methods of construction shall be undertaken unless and until such change is approved in writing by the Development Officer.*

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Lease agreement with the Town of Hay River
Planning Act R.S.N.W.T. 1988, c.P-7
Zoning & Building Bylaw No. 1812
2015 National Building Code.
2015 National Fire Code.



COUNCIL MINUTES – January 20, 2020

Further to the new rate category revenues, a recommendation is made to redefine access to reduced fees for rental of Recreation Centre rental rooms. The Recreation Committee is recommending that reduced rates be available to “local user groups” of THR recreation facilities rather than “non-profit organizations”. Applications through the Donations and Sponsorship Policy remains a possibility for non-user group classified organizations to access reduced rates.

Significant changes are being proposed through an updated Recreation Policy. Changes are based on legislative needs, liability concerns and/or research on common practices in other communities. Some changes are being recommended to damage deposits and late cancellation fees for user groups. General cleanup of policy terms was completed to make more relevant to 2020 operations and practices. Further updates are planned to be made to the Recreation Policy in 2020 to ensure the policy is representative of all THR Recreation assets, services and responsibilities.

COUNCIL POLICY / STRATEGY OR GOAL:

- Transparent governance

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- By-Law 2410/Gen/19 – May 2019

FINANCIAL IMPLICATIONS:

- Recreation Rates Bylaw: increase in annual revenues estimated at \$20 000 to \$25 000
- Recreation Policy: immaterial increase in annual revenues

ALTERNATIVES TO RECOMMENDATIONS:

- Request further review and updates to the documents in question.

ATTACHMENTS:

- Schedule “A” of By-Law 2410/Gen/19 (tracked changes for 2020)
- 2019 Recreation Policy (with tracked changes)

Prepared by:
Stephane Millette
Director of Recreation
January 9, 2020

Reviewed by:
Glenn Smith
ASAO
January 9, 2020

10. NEW BUSINESS

- a. Town Property, Street Naming and Addressing Report



COUNCIL MINUTES – January 20, 2020

RECOMMENDATION:

#20-013

MOVED BY: CLLR DOHEY

SECONDED BY: CLLR ANDERSON

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the renaming of Fairway Drive to Hoffman Way and Commercial Road to Grimsrud Road.

DEFERRED

BACKGROUND:

On October 23, 2018 the Council of the Town of Hay River approved a Town Property, Street Naming and Addressing Policy. The Policy statement reads as follows:

Town properties are an important fabric of the community and their name contributes to creating a culture and identity within the Town of Hay River.

The name of a Town property will reflect the unique location, geography, or community of where the property is located or recognize the exceptional contributions of individuals or organizations to the local community, the Town of Hay River.

The Town of Hay River has received 3 requests for the renaming of roads, 2 for Fairway Drive which is the road leading from Mackenzie Highway to the Golf Course Club House and Nordic Centre and 1 for Commercial Road that runs from Mackenzie Highway to Capital Drive.

A request to rename Fairway Drive to “Hoffman Drive” was submitted from the joint Board of the Hay River Golf Course and Nordic Centre to recognize the many years of service given to the golf club (and Nordic centre). Given that the roadway from Mackenzie Highway to the Golf Course Club House and Nordic Centre terminates at the parking lot, Administration is recommending, and the joint Board agrees that the use of “Way” better depicts the nature of the road which is not a “through street with changes of direction”. “Way” is not a defined term in the Town Property, Street Naming and Addressing Policy but the definition better meets the nature of the road from the highway to the clubhouses. “Way” is defined as a small side street off a road. The term “Way” will be added to the Policy at the next update.

The Town received another submission to rename Fairway Drive and will place that name on a waiting list for future road renaming consideration.

The renaming of Fairway Drive will impact the Golf Course and Nordic Centre. There are no issues with the proposed name change as the re-naming submission was put forward by the two entities that will be impacted.

The request to rename Commercial Road to “Grimsrud Road” came from a past resident who requested that the Town recognize Roy Grimsrud for his past service on the Hay River Fire Department. Mr. Grimsrud was a firefighter from 1958 to 1963 and Fire Chief from 1963 to 1977.

The renaming of Commercial Road will have no impact in terms of mailing addresses as there are no buildings with Commercial Road addresses.



COUNCIL MINUTES – January 20, 2020

4.1.1 Streets may be renamed for the following reasons:

on a case by case basis, to eliminate Duplicate or similar name situations;

where a street or street realignment connects streets with different names to form one continuous street; or

where Council deems it appropriate to rename an existing street.

Both recommended renaming proposals meet the terms of the Town Property, Street Naming and Addressing Policy if Council should agree to the renaming proposal. Both names are posthumous, and agreement has been confirmed from the immediate family.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Town Property, Street Naming and Addressing Policy

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Town Property, Street Naming and Addressing Policy Schedule "A" Applications

Prepared by:

Judy Goucher

Senior Administrative Officer

Date: January 16th, 2020

b) Excused Absence



COUNCIL MINUTES – January 20, 2020

RECOMMENDATION:

#20-014 **MOVED BY: CLLR ANDERSON**
SECONDED BY: CLLR GRONEWEGEN

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Cllr Duford and Cllr Chambers from the Regular Meeting of Council, Monday, January 20th.

CARRIED

BACKGROUND:

Cllr Duford has asked to be excused from the Regular Meeting of Council on Monday, January 20th, 2020.

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: January 20, 2020

11. BYLAWS

- a) Bylaw 2410 – 2020 Recreation Fees and Charges – First Reading

#20-015 **MOVED BY: CLLR WILLOWS**
SECONDED BY: CLLR DOHEY

CARRIED



COUNCIL MINUTES – January 20, 2020

Bylaw 2410 – 2020 Recreation Fees and Charges – Second Reading

#20-016

MOVED BY: CLLR DOHEY
SECONDED BY: CLLR ANDERSON

CARRIED

12. NOTICES OF MOTIONS

There was no notice of motions at the Regular Meeting of Council on Monday, January 20th, 2020

11. IN CAMERA

#20-017

MOVED BY: CLLR WILLOWS
SECONDED BY: CLLR ANDERSON

That the Council of the Town of Hay River move to In Camera at 7:35pm.

CARRIED

#20-018

MOVED BY: CLLR DOHEY
SECONDED BY: CLLR ANDERSON

That the Council of the Town of Hay River move out of In Camera At 8:16PM.

CARRIED

ADJOURNMENT

#20-019

MOVED BY: CLLR WILLOWS

That the Regular Meeting of Council be adjourned at 8:17pm.

CARRIED

Certified Correct as Recorded on the 20TH day of January 2020.

These minutes were accepted by motion # 20-021.



COUNCIL MINUTES – January 20, 2020

A handwritten signature in black ink, appearing to read "Cameron", written over a horizontal line.

Mayor

A handwritten signature in black ink, appearing to read "Judy Laurin", written over a horizontal line.

Senior Administrative Officer