

AGENDA
TOWN OF INUVIK ~ COMMITTEE OF THE WHOLE AND REGULAR COUNCIL MEETINGS
TO BE HELD NOVEMBER 23 AND 25, 2020
AT 7:00 P.M. via VIDEO CONFERENCE

Item # 1 **CALL TO ORDER**

Item # 2 **ADOPTION OF THE AGENDA**

Item # 3 **DECLARATION OF CONFLICT OF INTEREST OR PECUNIARY INTEREST**

Item # 4 **DELEGATIONS, PRESENTATIONS OR PETITIONS**

Item # 5 **PUBLIC QUESTION PERIOD**

Item # 6 **ADOPTION OF THE MINUTES**

6.1 Minutes of the November 9, 2020 Council Meeting

Minutes attached. Requires motion to approve.

6.2 Minutes of the November 17, 2020 Public Works Committee Meeting

Minutes attached. Requires motion to approve.

6.3 Minutes of the November 19, 2020 Administration Committee Meeting

Minutes attached. Requires motion to approve.

Item # 7 **ACTION ITEMS**

7.1 Action Items List

Document attached.

Item # 8 **NEW BUSINESS**

8.1 RFCD 2020-SAO-091 ~ 2021 Council & Committee Meeting Schedule

Document attached. Requires Council motion to approve.

8.2 RFCD 2020-SAO-092 ~ Resolution to Join Partners for Climate Protection Program

Document attached. Requires Council motion to approve.

8.3 RFCD 2020-SAO-093 ~ Solid Waste Site Expansion Project – Application for Funding from Investing in Canada Infrastructure (ICIP)

Document attached. Requires Council motion to approve.

8.4 RFCD 2020-SAO-094 ~ Breynat Road Redevelopment Project Funding Application

Document attached. Requires Council motion to approve.

8.5 RFCD 2020-SAO-095~ 2020 Holiday Hours for Town Facilities

Document attached. Requires Council motion to approve.

Item # 9 **BY-LAWS**

Item # 10 **DEPARTMENT HEAD REPORTS**

10.1 Financial Report

Document attached. Requires motion to adopt.

10.2 Capital Projects Report

Document attached. Requires motion to adopt.

Item # 11 **INFORMATION ITEMS**

11.1 Strategic Priorities Chart

Document attached. For information only.

Item # 12 **COUNCIL CONCERNS**

Item #13 **IN CAMERA ITEMS**

Item # 14 **ADJOURNMENT**

MINUTES
TOWN OF INUVIK ~ REGULAR COUNCIL MEETING
HELD ON NOVEMBER 9, 2020
AT 7:00 P.M. via VIDEO CONFERENCE

Present:

Mayor: Natasha Kulikowski (video)
 Deputy Mayor: Paul MacDonald (video)
 Councillors: Steven Baryluk (video)
 Gary McBride (video)
 Alana Mero (phone)
 Ray Solotki (video)
 Clarence Wood (video)

Absent:

Councillor Dez Loreen (with notice)
 Councillor Kurt Wainman

Staff Present:

Grant Hood, Senior Administrative Officer (video)
 Stephanie Sutton, Council Administrator (video)
 Lise Saumur, Director of Community Services (video)
 Jackie Challis, Director of Tourism & Economic Development (video)
 Rick Campbell, Director of Public Services (video)
 James Das, Director of Finance (video)
 Cynthia Hammond, Director of Protective Services (video)

Others Present:

Cst Stephanie Leduc, RCMP

Item # 1

CALL TO ORDER

Mayor Kulikowski called the meeting to order at 7:00 p.m.

Item # 2

ADOPTION OF THE AGENDA

Moved by Councillor Wood, seconded by Councillor McBride:

MOTION: 216/11/20

“THAT Inuvik Town Council hereby adopts the agenda with the following noted deletion: Item 8.4 ~ RFCD 2020-SAO-090 ~ Request for Approval of ‘Movember – A Drive to Remember’ March; and the following noted additions: Item 4.1 – RCMP Report, and Item 13.3 ~ In Camera Item - Personnel Issue.”

Motion **CARRIED.**

Item # 3

DECLARATION OF CONFLICT OF INTEREST OR PECUNIARY INTEREST

Deputy Mayor MacDonald declared conflict of interest with item 8.1.

MINUTES

Inuvik Town Council Meeting
November 9, 2020

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Item # 4 **DELEGATIONS, PRESENTATIONS OR PETITIONS**
4.1 Mayor Natasha Kulikowski ~ Presentation on Behalf of LGANT

Mayor Kulikowski presented the LGANT SAO of the Year Award to Grant Hood and read aloud portions of her nomination letter.

4.2 RCMP Report

Acting detachment commander Stephanie Leduc gave an overview of the report. Councillor Baryluk thanked the detachment for its Halloween activities.

Item # 5 **PUBLIC QUESTION PERIOD**

There were no questions.

Item # 6 **ADOPTION OF THE MINUTES**6.1 Minutes of the October 26 and 28, 2020 Council Meetings

Moved by Councillor Wood, seconded by Councillor Solotki:

MOTION: 217/11/20 “THAT Inuvik Town Council hereby adopts the minutes of the October 26 and 28, 2020 council meetings as presented.”

Motion **CARRIED**.

6.2 Minutes of the October 6, 2020 Recreation, Parks and Library Advisory Committee Meeting

Moved by Deputy Mayor MacDonald, seconded by Councillor McBride:

MOTION: 218/11/20 “THAT Inuvik Town Council hereby adopts the minutes of the October 6, 2020 recreation, parks and library advisory committee meeting as presented.”

Motion **CARRIED**.

Item # 7 **ACTION ITEMS**7.1 Action Items List

Administration was asked to investigate the tent near Boot Lake Park and to follow up on the warming centre building lease.

Item # 8 **NEW BUSINESS**

8.1 RFCD 2020-SAO-087 ~ Appointment of Members to the Lottery Committee

Moved by Councillor Baryluk, seconded by Councillor Solotki:

MOTION: 219/11/20 “THAT Inuvik Town Council hereby appoints Kelcy McDonald, Margaret Miller, Jerome Gordon, Donovan Arey, Melba Mitchell, Paul MacDonald, Krista Cudmore and Bernice Furlong to the Lottery Committee for a two (2) year term expiring on November 14, 2022.”

Motion **CARRIED**.

8.2 RFCD 2020-SAO-088 ~ Naming Municipal Facilities and Parks Policy

After some brief discussion, an amendment to remove clause 6 was requested and agreed to.

Moved by Councillor Baryluk, seconded by Deputy Mayor MacDonald:

MOTION: 220/11/20 “THAT Inuvik Town Council hereby adopts the Town of Inuvik Naming Municipal Facilities and Parks Policy FP.008 as amended.”

Motion **CARRIED**.

8.3 RFCD 2020-SAO-089 ~ Amendments to Holiday Light-up & Decorating Contest Policy

Moved by Councillor Wood, seconded by Councillor McBride:

MOTION: 221/11/20 “THAT Inuvik Town Council hereby approve the amended Holiday Light-up and Decorating Contest Policy FM.015 as presented.”

Motion **CARRIED**.

Item # 9 **BY-LAWS**

9.1 RFCD 2020-SAO-085 ~ By-law 2658/BORR/20 – Corporate Credit Card

Moved by Councillor McBride, seconded by Deputy Mayor MacDonald:

MOTION: 222/11/20 “THAT Inuvik Town Council hereby gives **THIRD AND FINAL READING** to By-law 2658/BORR/20, a by-law to provide for the borrowing of \$250,000.00 during 2021.”

Motion **CARRIED**.

9.2 RFCD 2020-SAO-086 ~ By-law 2659/BORR/20 – Municipal Line of Credit

Moved by Councillor Baryluk, seconded by Councillor Wood:

MOTION: 223/11/20 “THAT Inuvik Town Council hereby gives **THIRD AND FINAL READING** to By-law 2659/BORR/19, a by-law to provide for the borrowing of \$1,500,000.00 during 2021.”

Motion **CARRIED**.

Item # 10 **DEPARTMENT HEAD REPORTS**

10.1 Senior Administrative Officer Report

Council noted the report. There were no comments, questions, or concerns.

10.2 Planning & Development Report

Council noted the report. There were no comments, questions, or concerns.

10.3 Economic Development & Tourism Report

Council noted the report. There were no comments, questions, or concerns.

10.4 Public Works Report

Council noted the report. There were no comments, questions, or concerns.

10.5 Community Services Report

Council noted the report. There were no comments, questions, or concerns.

10.6 Protective Services Report

Council noted the report. There were no comments, questions, or concerns.

Moved by Deputy Mayor MacDonald, seconded by Councillor Baryluk:

MOTION: 224/11/20 “THAT Inuvik Town Council hereby adopts the following staff reports as presented: Item 10.1 – Senior Administrative Officer; Item 10.2 – Planning and Development; Item 10.3 – Economic Development and Tourism; Item 10.4 – Public Works; Item 10.5 – Community Services; and, Item 10.6 – Protective Services.”

Motion **CARRIED**.

Item # 11 **INFORMATION ITEMS**

11.1 Strategic Priorities Chart

For information only.

Item # 12 **COUNCIL CONCERNS**

There were no concerns.

Item #13 **IN CAMERA ITEMS**

13.1 CTV Act, s. 23 (3) (c) – Personnel Information

13.2 CTV Act, s. 23 (3) (b) – Confidential Information

13.3 CTV Act, s. 23 (3) (c) – Personnel Information

Moved by Councillor Baryluk, seconded by Councillor Solotki:

MOTION: 225/11/20 “THAT Inuvik Town Council hereby moves in camera at 7:31 p.m.”

Motion **CARRIED**.

Moved by Councillor Solotki, seconded by Councillor Baryluk:

MOTION: 226/11/20 “THAT Inuvik Town Council hereby moves out of camera at 7:45 p.m.”

Motion **CARRIED**.

Item # 14 **ADJOURNMENT**

Moved by Councillor Baryluk:

MOTION: 227/11/20 “THAT the regular council meeting be adjourned at 7:47 p.m.”

Motion **CARRIED**.

MINUTES
PUBLIC WORKS COMMITTEE
TUESDAY, November 17, 2020
AT 12:00 P.M. Council Chambers

Present: Mayor Natasha Kulikowski
Deputy Mayor Paul MacDonald
Councillor Steven Baryluk

Grant Hood – SAO
Rick Campbell – Director of Public Services
Kecil Joseph – Development Officer

Absent: Councillor Clarence Wood (with Notice)

Item #1 CALL TO ORDER

Meeting called to order at 12:10 PM

Item #2 DECLARATION OF CONFLICT OF INTEREST OR PECUNIARY INTEREST

There were no declarations.

Item #3 ITEMS FOR DISCUSSION

3.1. SCADA Systems Update

SAO Hood provided the committee with the update of the SCADA system and stated that the engineer is in contact with the local contractor and we should have the tender out this week. He also mentioned we have purchased the sim cards for the modems.

3.2. Breynat Road Cost Presentation

SAO Hood provided the committee with an update on the cost from the engineers. He noted that we will be using the numbers to spread the project to over 3 years so that we can get it done in phases. Once this is completed, we will be applying for funding for 2021.

3.3. Pool Decision

SAO Hood noted that we are just awaiting a proposal back from Master Pools. We have decided to break the project into smaller components to make it easier to manage and implement.

3.4. Hidden Lake Biomass Project Update

Director Campbell informed the committee that we are having the site work done up at the reservoir and once the power has been relocated from the old water plant to the valve house, we will be removing the utilidors system that runs along there.

3.5. Solid Waste Site

SAO Hood mentioned that under our water license we are required to have a plan for fencing the landfill. We have received some pricing on the fencing materials and we will be applying for funding to proceed with work next year.

A Motion was made by councillor Baryluk to go in camera. The motion was second by Deputy Mayor MacDonald.

3.6. Re-establishment of the Community Energy Planning Committee

Development Officer Joseph provided the committee with a quote from the SMART communities pilot project which recommended that we re-establish the Community Energy Planning community to engage the different stateholders working on energy-related projects and explore opportunities to collaborate.

3.7. Joining the FCM-ICLEI Partners for Climate Protection Program

Development Officer Joseph provided the committee with slides from a presentation from the Climate Protection Program about joining the FCM-ICLEI Partners for Climate Protection Program. The program is free of cost and it will help the Town develop an inventory of projects we have done and how much GHG we have reduced.

Item #4

ADJOURNMENT

The meeting was adjourned at 12:58 PM

MINUTES
ADMINISTRATION COMMITTEE
HELD ON THURSDAY, NOVEMBER 19, 2020
AT 12:00 P.M. IN TOWN COUNCIL CHAMBERS

Present: Mayor Natasha Kulikowski
Deputy Mayor Paul MacDonald
Councillor Gary McBride
Councillor Steven Baryluk (in at 12:10 p.m.)
Grant Hood, SAO
James Das, Director of Finance
Stephanie Sutton

Item #1 CALL TO ORDER

Deputy Mayor MacDonald called the meeting to order at 12:04 p.m.

Item #2 DECLARATION OF CONFLICT OF INTEREST OR PECUNIARY INTEREST

There were no declarations of conflict of interest or pecuniary interest.

Item #3 ITEMS FOR DISCUSSION

3.1 A/R Report

The committee noted the report.

3.2 Variance Report

The committee noted the report.

3.3 MSC Concession RFP Results

SAO Hood stated that no responses were received.

3.4 Breynat Road Redevelopment Costs

SAO Hood stated that estimated development costs for the project are \$2.5M. He mentioned that the Town is going to apply for federal funding to assist with covering 75% of the costs.

3.5 Other

Deputy Mayor MacDonald mentioned that he had requested that the Director of Protective Services attend this meeting to discuss plans to staff the vacant municipal enforcement peace officer position with an animal care custodian. SAO Hood explained that the focus for the department has changed and that there may be territorial funding for training.

MINUTES

*Administration Committee Meeting
November 19, 2020*

Mayor Kulikowski suggested that due to increasing COVID-19 infections across Canada and new self-isolation rules for those entering or returning to the Territory, the Town should consider implementing wearing masks in Town facilities as well as introducing measures to track facility visitors for contact tracing purposes. Resuming in person Council meetings was also briefly discussed.

Item #4**ADJOURNMENT**

The meeting adjourned at 12:30 p.m.

ACTION ITEMS

NOVEMBER 23 AND 25, 2020 COUNCIL MEETINGS

No.	ITEM	REQUIRED ACTION		ACTION TAKEN / ANTICIPATED COMPLETION DATE
1.	Naming Municipal Facilities & Parks Policy	More work needed to finalize policy presented at October 26 & 28 meetings		Item complete
2.	Boot Lake Trail Bridge	Improve traction on bridge near Boot Lake Park		December 2020
3.	Tent near Boot Lake Park	Investigation/enforcement		Notice given to person to vacate
4.	Strategic Priorities Chart	Update Operational Strategies		November 30, 2020
5.	By-laws: • Vacant & Derelict Properties • Unsightly Land/Premises • Water & Sewer Operation	Bring amendments forward once complete Public Education Campaign once approved		Waiting for feedback on Council questions from legal counsel.
6.	Fee Waiver for Judo Club, Girl Guides use of Community Hall	Review/re-assess		January 2021 Council meetings
7.	Rec Programming Community Survey	Community Services to create and initiate a survey seeking input into community recreation programming		February 2021
8.	Chief Jim Koe Park Redevelopment Arctic Market/Visitor Building	• Budget • Scope • Site preparation • Functionality	• Community needs • Facility security • Building design details	August 2021
	Chief Jim Koe Park Redevelopment Special Events Pavilion	• Site preparation & installment • Access to park during construction • Demolition/repurposing of Kiosk • Demolition of existing stage		December 2020
9.	Tourism Gateway Sign	Award contract for fabrication and installation		August 2021
10.	Gym Passes	Ability to issue passes on a per use rather than per term basis		TBD
11.	Breynat Road Redevelopment	Present design work done to date to Council Discuss alternatives/prevent U-turns into Aurora College residence roadway to avoid left-hand turn out of school onto Breynat Road		November 2020. Cost estimate given to Public Works Committee on November 27. Motion to be presented to Council to proceed with funding application at November 25 meeting.
12.	Address public intoxication	• Meet with homeless shelter and warming centre boards		Lease sent to Warming Centre

ACTION ITEMS

NOVEMBER 23 AND 25, 2020 COUNCIL MEETINGS

		• Council to discuss lease renewal for the building	Administration to provide update on lease at November 23 & 25 council meetings
13.	Peggy Curtis Ball & Soccer Field Replacement	Tender for construction has been awarded by the GNWT. Project to proceed next year.	
14.	Ski Club Lease	Final documents need to be signed by Ski Club and re-submitted to the NWT Land Titles Office as the original ones were rejected.	

REQUEST FOR COUNCIL DECISION

Meeting Dates: November 23 and 25, 2020

RFCD #: 2020-SAO-091

TOPIC

2021 COUNCIL AND COMMITTEE MEETING SCHEDULE

BACKGROUND

Each year, Council approves the Council and Committee meeting schedule for the upcoming year.

A draft schedule is attached for Council's consideration.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

This item is not on the strategic priorities plan or chart.

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

There are no other considerations or operational impacts.

OPTIONS

Council has three options:

1. Approve the schedule as presented via motion
2. Defeat the motion
3. Refer the document back to Administration with suggested changes or areas that require further investigation

RECOMMENDATION

Should Council wish to approve the schedule, the motion should be:

"THAT Inuvik Town Council hereby adopts the 2021 Council and Committee Meeting Schedule as presented."

Signature – Grant Hood, SAO



2021 Council & Committee Meeting Schedule



MONTH	Committee of the Whole Meetings (7:00 PM)	Regular Council Meetings (7:00 PM)	Public Works Committee Meetings (Monthly at NOON)	Administration Committee Meetings (Monthly at NOON)	Economic Development Committee Meetings (Monthly at NOON)	By-law Review Committee Meetings (9:00 AM)	Recreation, Parks & Library Advisory Committee (Monthly at 5:30PM)	Environmental Working Group (Quarterly at 9:00 AM)
	Mondays	Wednesdays	Tuesdays	Thursdays	Tuesdays	Thursdays	Tuesdays	Wednesdays
January	11	13	19	21	26	14	5	20
	25	27						
February	8	10	16	18	23		2	
	22	24						
March	8	10	16	18	30	11	2	
	22	24						
April	12	14	20	22	27		6	21
	26	28						
May	10	12	18	20	25	13	4	
	24	26						
June	7	9	15	17	29		1	
	21	23						
July	12	14	20	22	27	8	6	21
	26	28						
August	9	11	17	19	31		3	
	23	25						
September	6	8	14	16	28	9	7	
	20	22						
October	11	13	19	21	26		5	20
	25	27						
November	1		16	17	30	12	2	
	8	10						
December	22	24	21	23	28		7	
	13	15						
	27	29						

NOTE:

- ~ Meetings cancelled
- ~ Meetings optional; to be confirmed in 2021
- ~ Special Council Meeting to Swear in New Council

REQUEST FOR COUNCIL DECISION

Meeting Dates: November 23 and 25, 2020

RFCD #: 2020-SAO-092

TOPIC

Resolution to Join Partners for Climate Protection Program

BACKGROUND

At the November 17, 2020 Public Works Committee meeting, staff provided committee members with information about the advantages of the Town joining the FCM-ICLEI Partners for Climate Protection Program. The program is free of cost and it will help the Town develop an inventory of projects we have done and how much we have contributed towards greenhouse gas reductions.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

This item is not on the strategic priorities plan or chart.

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

There are no other considerations or operational impacts.

OPTIONS

- Council has three options:
- 1. Approve the resolution as presented via motion
 - 2. Defeat the motion
 - 3. Refer the document back to Administration with suggested changes or areas that require further investigation

RECOMMENDATION

Should Council wish to approve the joining the Program, the motion is attached.

Signature – Grant Hood, SAO



Council Resolution to Join the FCM–ICLEI (Local Governments for Sustainability) Partners for Climate Protection Program

WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI–Local Governments for Sustainability have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS over 350 municipal governments across Canada representing more than 65 per cent of the population have already committed to reducing corporate and community GHG emissions through the PCP program since its inception in 1994;

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

BE IT RESOLVED that the municipality of Inuvik endorses the Government of Canada's commitment to the Paris Agreement to limit global temperature increase to below two degrees Celsius and to pursue efforts to limit the global temperature increase to 1.5 degrees Celsius; and

BE IT RESOLVED that the municipality of Inuvik will review the guidelines on PCP member benefits and responsibilities and then communicate to FCM its participation in the PCP program and its commitment to achieving the milestones set out in the PCP five-milestone framework;

BE IT FURTHER RESOLVED that the municipality of Inuvik appoints Kecil Joseph and ELECTED OFFICIAL NAME to oversee implementation of the PCP milestones and to be the points of contact for the PCP program within the municipality.

PCP Member Benefits and Responsibilities

The PCP program offers you a proven approach to reducing greenhouse gas (GHG) emissions, and the support you need to achieve success. Being actively engaged in the PCP program gives your municipality the chance to become a leader by taking systematic and organized action on climate change. By participating in the PCP program, Canadian municipalities gain access to the following tools and resources:

- Support and guidance, through the PCP Milestone Framework, to help members reduce GHG emissions.
- Access via the PCP Hub to a network of 350 local governments across Canada that are taking action on climate change and can help your community succeed by offering their experience and examples.
- Technical support tools, including the PCP Milestone Tool and PCP Protocol.
- Information and access to funding opportunities, such as those offered by FCM's Green Municipal Fund.
- Capacity-building resources, including workshops, case studies and training opportunities.
- Awards and recognition for milestone achievements and for reported measures.

Members of the PCP program have the following responsibilities:

- Carry out the PCP five-milestone framework within 10 years of joining the program.
- Submit documentation demonstrating progress with the five-milestone framework at least once every two years.
- Let us know when contact information changes by sending us an email.

If your municipality is not able to meet the PCP program requirements, you can always leave the program and rejoin it at a later date. You can also contact the PCP Secretariat anytime for help with submitting documentation to meet the requirements.

FCM-ICLEI Rationale for Consideration

It is well established that climate change is increasing the frequency of extreme weather events and posing other risks, such as drought, forest fires and rising sea levels, which present serious threats to our natural environment, our health, our jobs and our economy.

The 2016 Paris Agreement, signed by more than 190 countries, including Canada, committed to limit the global temperature increase to below two degrees Celsius and to pursue efforts to limit this increase to 1.5 degrees Celsius, in order to avoid the most severe climate change impacts.

Local governments are essential to the successful implementation of the Paris Agreement.

Canada's cities and communities influence approximately 50 per cent of national greenhouse gas (GHG) emissions and can drive systemic low-carbon practices, including: building high-efficiency buildings, undertaking building retrofits and developing district heating; building active transit, electric vehicle infrastructure and electrified public transit; implementing near-zero GHG waste plans; and delivering high-efficiency water and wastewater services.

Investments in these types of measures also reduce operating costs, help municipalities maintain and plan for future community services, protect public health, support sustainable community development, increase community resilience and reduce a community's vulnerability to environmental, economic and social stresses.

A number of government and international and national organizations have called for greater cooperation among all stakeholders to meet reduction targets, including Canada's Big City Mayors' Caucus, which supports binding GHG emission reduction targets at the international, national and city levels, action plans that cut emissions, identification of risks and mitigation solutions, and regular municipal GHG emissions reporting.

REQUEST FOR COUNCIL DECISION

Meeting Date: November 23 and 25, 2020

RFCD #: 2020-SAO-093

TOPIC

Solid Waste Site Expansion Project – Application for Funding from Investing in Canada Infrastructure (ICIP)

BACKGROUND

As part of the Town of Inuvik’s 5-year Capital Plan presented in the 2019 Budget one of the projects was the expansion of the Solid Waste Site Footprint and installation of proper fencing around the site as per recommendations from Environment and Natural Resources. Administration has reviewed our options and presented to the Public Works Committee a proposed expansion. Under this project, it is estimated to cost \$800,000. Most of the costs will involve ground preparation for the expansion area and the installation costs for the fencing. As part of the application process, Council must make a motion to move forward with the application for funding for the project.

FINANCIAL IMPLICATIONS

The overall project cost is estimated to be \$800,000. Administration has reviewed the costs and schedule, and this would be a project to be completed in 2022.

The ICIP program will fund 75% of the project amounting to \$600,000. The rest of the costs (\$200,000) would come from GNWT funding and internal operations. Should the Town not be successful in getting the project funding under the ICIP program, it is likely the project would have to be delayed, delayed with a reduced scope of work, or not completed at all.

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

This item is not on the Strategic Priorities Chart.

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

The project falls within the priorities of the ICIP funding and it well positioned to be accepted. The project is also within the timelines of the funding program as all projects must be completed by September 1, 2027.

OPTIONS

- Council has two options:
- 1. Not apply for the funding by defeating the motion
 - 2. Approve the motion for Administration to apply for the ICIP funding

RECOMMENDATION

Council motion is:

“THAT Inuvik Town Council hereby requests that the Town of Inuvik Administration apply for funding under the Investing in Canada Infrastructure program for the Solid Waste Site Expansion project.”

Signature – SAO





OCT 22 2020

SENIOR OFFICIALS
COMMUNITY GOVERNMENTS**Call for Applications****Investing in Canada Infrastructure Program – Community Programs**

It is with great pleasure to inform you that the Department of Municipal and Community Affairs (MACA) through the distribution of this letter, will be conducting the final call for application funding for infrastructure under the Investing in Canada Infrastructure Program (ICIP). During this time of uncertainty, this is an opportunity for all levels of government to come together and infuse economic benefits to Northwest Territories (NWT) communities.

Community programs under the ICIP include opportunities for priority infrastructure investments towards community solid waste sites and community road upgrades.

Under the ICIP, NWT community governments can also apply for federal funding towards a range of eligible projects. Key elements of the ICIP include:

- It is a cost-share program; community governments must provide at least 25% of the project costs from their funds. The community government's share of funding can be provided through Community Public Infrastructure (CPI) funds the community receives from the GNWT or from other own source revenues (no more than 75% of the project cost can come from federal funding sources).
- Projects must be approved by Canada before construction begins, and construction must be completed by September 1, 2027.
- Project applications will be submitted to MACA. MACA will then facilitate the review of projects and facilitate the advancement of applications to the Federal Minister for approval.
- The federal funding is provided on a reimbursement basis. Once community governments have project approval and have met all federal requirements, they must finance construction, submit claims and project updates. MACA then submits claims for reimbursement of federal funds by Canada.
- Priority projects include: community solid waste sites and community road upgrades.

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- NWT communities may also submit applications for proposed projects that they feel meet program categories, outcomes and requirements. Applications will be evaluated to determine successful projects within the funding available to the NWT.
- Criteria that will be considered when reviewing projects include project eligibility, demonstrated need in the community capital plan, the ability of community to cost share and the relative infrastructure deficit of the community.

Applications are due **Friday, December 11, 2020**. The community program guide and application form is attached for your information.

Please contact your MACA Regional Superintendent or regional Manager of Community Infrastructure and Planning should you have any questions regarding the ICIP community programs or the application process.

Sincerely,



Eleanor Young
Deputy Minister
Municipal and Community Affairs

Attachments

- c. Distribution List - Senior Officials, Community Governments
Copy List – GNWT, Elected Leaders Community Governments

Distribution List - Senior Officials, Community Governments

Mr. Fred Behrens, Senior Administration Officer, Hamlet of Aklavik
 Ms. Tammy Neal, Senior Administration Officer, Hamlet of Enterprise
 Mr. John McKee, Senior Administration Officer, Hamlet of Fort Liard
 Ms. Susan Christie, Senior Administration Officer, Hamlet of Fort Providence
 Mr. Bill Buckle, Senior Administration Officer, Hamlet of Fort MacPherson
 Senior Administration Officer, K'asho Got'ine Charter Community Council
 Mr. Daryl Dibblee, Interim Senior Administration Officer, Hamlet of Fort Resolution
 Mr. Darrel White, Senior Administration Officer, Village of Fort Simpson
 Mr. Keith Morrison, Senior Administration Officer, Town of Fort Smith
 Ms. Judy Goucher, Senior Administration Officer, Town of Hay River
 Mr. Grant Hood, Senior Administration Officer, Town of Inuvik
 Ms. Cathy Clarke, Senior Administration Officer, Town of Norman Wells
 Mr. John Holland, Senior Administration Officer, Hamlet of Paulatuk
 Ms. Betty Haogak, Senior Administration Officer, Hamlet of Sachs Harbour
 Mr. Grant Scott, Senior Administration Officer, Charter Community of Tsiigehtchic
 Mr. Shawn Stuckey, Senior Administration Officer, Hamlet of Tuktoyaktuk
 Mr. Don Smeltzer, Senior Administration Officer, Hamlet of Tulita
 Mr. Michael Rudkin, Senior Administration Officer, Hamlet of Ulukhaktok
 Ms. Sheila Bassi-Kellett, Senior Administration Officer, City of Yellowknife

Copy List - GNWT, Elected Leaders Community Governments

Honourable Paulie Chinna, Minister, Municipal and Community Affairs
 Mr. Mike Drake, Regional Superintendent, Municipal and Community Affairs
 Ms. Christina Gaudet, Regional Superintendent, Municipal and Community Affairs
 Ms. Mary Blake-Moore, Regional Superintendent, Municipal and Community Affairs
 Ms. Dana Moran, Regional Superintendent, Municipal and Community Affairs
 Ms. Alison Brown, Regional Superintendent, Municipal and Community Affairs
 His Worship Mayor Andrew Charlie, Hamlet of Aklavik
 His Worship Mayor Craig McMaster, Hamlet of Enterprise
 Her Worship Mayor Hillary Deneron, Hamlet of Fort Liard
 His Worship Mayor Danny Beaulieu, Hamlet of Fort Providence
 His Worship Mayor William R. Koe, Hamlet of Fort MacPherson
 Chief Daniel Masuzumi, K'asho Got'ine Charter Community Council
 His Worship Mayor Patrick Simon, Hamlet of Fort Resolution
 His Worship Mayor Sean Whelly, Village of Fort Simpson
 Her Worship Mayor Lynn Napier, Town of Fort Smith
 Her Worship Mayor Kandis Jameson, Town of Hay River
 Her Worship Mayor Natasha Kulikowski, Town of Inuvik
 His Worship Mayor Frank Pope, Town of Norman Wells

Copy List – GNWT, Elected Leaders Community Governments (continued)

His Worship Mayor Ray Ruben Sr., Hamlet of Paulatuk
His Worship Mayor Norman Anikina, Hamlet of Sachs Harbour
Chief Phillip Blake, Charter Community of Tsiigehtchic
His Worship Mayor Erwin Elias, Hamlet of Tuktoyaktuk
His Worship Mayor Rocky Norwegian Sr., Hamlet of Tulita
Her Worship Mayor Laverna Klengenberg, Hamlet of Ulukhaktok
Her Worship Mayor Rebecca Alty, City of Yellowknife

REQUEST FOR COUNCIL DECISION

Meeting Date: November 23 and 25, 2020

RFCD #: 2020-SAO-094

TOPIC

Breynat Road Rehabilitation – Application for Funding from Investing in Canada Infrastructure (ICIP)

BACKGROUND

As part of the Town of Inuvik’s 5-year Capital Plan presented in the 2019 budget, one of the projects was the rehabilitation of Breynat Road from Kingmingya to Inuit. To accomplish this project, Administration has consulted with engineers and in early 2020 presented proposed plans to the Public Works Committee. In addition, Administration has been recently provided with cost estimates for the project that have been provided to both the Public Works and Administration Committees. As part of the application process, Council must make a motion to move forward with the application for funding for the project.

FINANCIAL IMPLICATIONS

The overall project cost is estimated to be \$2,510,000. Administration has reviewed the costs and schedule, and this would be a project spread over a minimum of 3 years. The estimated costs per year are:

- 2021 - \$1,011,146
- 2022 - \$320,950
- 2023 - \$1,177,904

The ICIP program will fund 75% of the project amounting to \$1,882,500. The rest of the costs (\$627,000) would come from GNWT funding and internal operations. Should the Town not be successful in getting the project funding under the ICIP program, it is likely the project would have to be delayed, delayed with a reduced scope of work, or not completed at all.

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

This item is on the Strategic Priorities Chart.

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

The project falls within the priorities of the ICIP funding and it well positioned to be accepted. The project is also within the timelines of the funding program as all projects must be completed by September 1, 2027.

OPTIONS

- Council has two options:
1. Not apply for the funding by defeating the motion
 2. Approve the motion for Administration to apply for the ICIP funding

RECOMMENDATION

Council motion is:

“THAT Inuvik Town Council hereby requests that the Town of Inuvik Administration apply for funding under the Investing in Canada Infrastructure program for the Breynat Road rehabilitation project.”

Signature – SAO



REQUEST FOR COUNCIL DECISION

Meeting Dates: November 23 and 25, 2020

RFCD #: 2020-SAO-095

TOPIC

December Holiday Hours for Town Facilities

BACKGROUND

The attached operating hours schedule for Town of Inuvik facilities is being proposed for the upcoming holiday season. Input has been provided by those senior staff responsible for each facility. A motion to approve the schedule is required.

FINANCIAL IMPLICATIONS

There are no financial implications.

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

This item is not on the strategic priorities plan or chart.

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

There are no other considerations or operational impacts.

OPTIONS

- Council has three options:
- 1. Approve the schedule as presented via motion
 - 2. Defeat the motion
 - 3. Refer the document back to Administration with suggested changes or areas that require further investigation

RECOMMENDATION

Should Council wish to approve the schedule, the motion should be:

“THAT Inuvik Town Council hereby approves the proposed 2020 Holiday Schedule for all Town Facilities as presented.”

Signature – Grant Hood, SAO



Date		Arena	Squash Courts	Fitness Centre	Library	Town Office	Protective Services Office
Wednesday	23-Dec	Hours as per holiday schedule	Regular appointments	Regular appointments	Regular Hours	Regular Hours	Regular Hours
Thursday	24-Dec		7:30 a.m. - 6:30 p.m. by appointment	7:30 a.m. - 6:30 p.m. by appointment	Closed at Noon	Closed at Noon	Closed at Noon
Friday	25-Dec	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED
Saturday	26-Dec	CLOSED	CLOSED		CLOSED		
Sunday	27-Dec	Hours as per holiday schedule	Regular appointments	Regular appointments	CLOSED		
Monday	28-Dec				1:00 – 5:00 p.m.		
Tuesday	29-Dec				1:00 – 5:00 p.m.		
Wednesday	30-Dec				1:00 – 5:00 p.m.		
Thursday	31-Dec		7:30 a.m. - 6:30 p.m. by appointment	7:30 a.m. - 6:30 p.m. by appointment	CLOSED		
Friday	01-Jan	CLOSED	CLOSED	CLOSED	CLOSED		
Saturday	02-Jan	Regular ice schedule	Regular appointments	Regular appointments	1:00 – 5:00 p.m.		
Sunday	03-Jan				CLOSED		
Monday	04-Jan				Regular Hours	Regular Hours	Regular Hours

Town of Inuvik
Operating Budget Variance
For the 10 months ending October 31, 2020

	2020	2020	2020		
	Budget	Budget to Date	Actual	Variance	%
REVENUE					
Administrative	\$ 10,467,295	\$ 10,028,512	\$ 8,883,185	\$ (1,145,326)	-11% 1
Protective Services	41,000	38,266	41,450	3,184	8%
Public Works	38,000	38,000	38,998	998	3%
Environmental	825,000	702,323	800,596	98,273	14% 6
Tourism	58,975	58,141	62,065	3,924	7%
Recreation	307,950	269,381	253,126	(16,255)	-6% 2
Library	90,250	87,042	73,775	(13,267)	-15% 3
Fiscal	2,652,000	1,771,000	1,895,458	124,458	7%
Total Revenue	\$ 14,480,470	\$ 12,992,664	\$ 12,048,653	\$ (944,011)	
EXPENSES					
Administrative	\$ 5,968,202	5,578,123	5,671,862	\$ (93,739)	2%
Protective Services	811,895	665,000	530,749	134,251	-20% 4
Public Works	1,392,319	1,204,590	1,075,455	129,136	-11% 5
Environmental	991,050	814,780	1,036,228	(221,448)	27% 6
Tourism	617,269	545,405	584,738	(39,333)	7%
Recreation	3,499,277	2,866,624	2,323,859	542,765	-19% 7
Library	490,442	405,760	367,954	37,805	-9%
Fiscal	739,300	7,967	4,911	3,056	-38%
Total Expense	\$ 14,509,753	\$ 12,088,249	\$ 11,595,756	\$ 492,494	
Surplus / (Deficit)	\$ (29,283)	\$ 904,415	\$ 452,898	\$ (451,517)	
Land Fund Revenue	\$ 272,000	\$ 270,167	\$ 270,057	\$ (110)	0%
Land Fund Expenditure	221,200	221,200	221,240	(40)	0%
Surplus / (Deficit)	\$ 50,800	\$ 48,967	\$ 48,817	\$ (150)	
Utility Fund Revenue	\$ 3,214,500	\$ 2,447,148	\$ 2,510,122	\$ 62,974	3%
Utility Fund Expenses	3,073,265	2,590,172	2,640,607	(50,436)	2%
Surplus / (Deficit)	\$ 141,235	\$ (143,024)	\$ (130,485)	\$ 12,539	
Total Surplus / (Deficit)	\$ 162,752	\$ 810,358	\$ 371,229	\$ (439,129)	
Community Public Infrastructure	(1,417,303)	(1,790,000)	(1,790,000)	-	0%
Grant - Gas Tax	(1,380,000)	(1,359,000)	(1,359,000)	-	0%
Transfer from Reserves	(869,000)	-	-	-	0%
CanNor, Heritage Canada, GNWT ITI	(1,135,372)	(1,310,939)	(900,783)	(410,156)	-31%
Hidden Lake Bio Mass Funding	(601,700)	-	-	-	0%
Small Communities Fund	-	-	-	-	0%
Capital Expenditures	1,734,895	1,695,895	729,888	966,007	-57%
Chief Jim Koe Park Enhancement	1,412,780	1,412,780	1,086,969	325,811	-23%
2nd Water Storage Tank	300,000	120,000	8,500	111,500	-93%
Utilidor Replacement	250,000	228,000	129,416	98,584	-43%
Scada system	330,000	185,000	-	185,000	-100%
Hidden Lake Biomass Project	601,700	-	33,481	(33,481)	0%
WTP Debenture Principal Payments	800,000	666,667	666,667	(0)	0%
Debenture Principal Payments	138,500	138,500	138,500	-	0%
	\$ 164,500	\$ (13,097)	\$ (1,256,362)	\$ 1,243,265	
Surplus (Deficit) after Transfers	\$ (1,748)	\$ 823,455	\$ 1,627,591	\$ 804,136	
Amortization	\$ 3,500,000			-	

- 1 Grants in Lieu not recorded yet
- 2 Facility rental and Gym membership budget not achieved due to pandemic
- 3 Timing of receipt of funding
- 4 One By-law Officer's salary difference & supplies expenses below the budget YTD/timing variance
- 5 Common services expenses below the budget/ timing of expenses i.e. brushing, pavement repair
- 6 Unexpected tipping fees & private lot cleanup
- 7 Casual wages/ salaries actual expenses below the budget/ not full operational due to Covid19

CAPITAL PROJECTS REPORT FOR COUNCIL
As At October 31, 2020
Director of Finance

Note: All dates/times and costs are based on information available at the time of report compilation and are subject to change due to year adjustments and late invoices

Project	Budget	% of Work Complete	Expenditure to Date	Comments
Utilidor Replacement	\$250,000	51%	\$129,415	Tender for 2021 project in final stages of being prepared
2 nd Water Tank Start-up	\$300,000	5%	\$8,500	Will be incorporated into the Biomass project
Utilidor Scada System	\$330,000	15%	\$0	Equipment being ordered and final specs completed
Pool Repairs and Liner	\$150,000	23%	\$63,962	Decision was to close and make major adjustments. Any unused funds will be carried over to 2021.
Road Improvements	\$200,000	100%	\$150,480	Project complete for 2020
Conference Equipment	\$30,000	2%	\$0	Some items have been ordered and awaiting delivery while others still awaiting final pricing.
Vehicle	\$43,000	100%	\$41,928	Complete
Utility Trailer	\$20,000	100%	\$18,011	Complete
Utilidor Boat	\$3,000	100%	\$2,134	Complete
Tourism Gateway Sign	\$175,000	65%	\$38,481	Due to delays in sources, raw materials will be delivered after the road opens again.
Town Office and Firehall Energy Upgrades	\$230,000	95%	\$229,831	2020 project complete except for ordering of window blinds which be completed in November
Network Server	\$35,000	15%	\$0	Contractor is process of configuring system for installation by end of year
Homeless Shelter Roof	\$75,000	100%	\$27,900	Warming Shelter roof completed, and unused fund transferred to 2021
Firehall Exhaust System	\$50,000	5%	\$0	Contractor in discussion with electrical contractor to confirm load limits on the system can be handled by current electrical capacity in the firehall.
Firehall Kitchen	\$6,000	10%	\$0	Awaiting delivery of equipment
Chief Jim Koe Park Upgrades	\$1,412,780	78%	\$1,086,969	Pavilion work ongoing with completion set for end of November. Discussion under way with funders regarding Arctic Market/ Tourism Building

Haul All Garbage Bins	\$84,895	100%	\$84,892	Complete
Haul all Garbage Bin Pads	\$25,000	100%	\$42,260	Complete waiting final invoicing
Phone System Upgrades	\$8,000	100%	\$6,792	Complete
Hidden Lake Biomass project	\$601,700	2%	\$33,481	Project has started with engineering and preliminary preparations is ongoing.
Sidewalks	\$600,000	5%	\$0	Tender was awarded but due to the unavailability of concrete required, the project will be delayed in 2021. Pricing will be held at 2020 values

STRATEGIC PRIORITIES CHART NOVEMBER 2020

COUNCIL PRIORITIES

NOW 1. BREYNAT ROAD: Redesign Cost Estimate 2. PARKS & TRAILS: Long-term Plan 3. UTILIDOR: SCADA & Funding 4. OPERATIONAL REVIEW & HR MANUAL 5. DERELICT BUILDINGS: Options		TIMELINE 1. November 2020 2. February 2021 3. December 2020 4. February 2021 5. December 2020
NEXT • TOURISM STRATEGY: COMPLETE • ENVIRONMENTAL: Town Practices Review • INTEGRATED COMMUNITY SUSTAINABILITY PLAN: Update • SCHOOL ZONE AND PARKS & PLAYGROUNDS SPEED LIMITS	ADVOCACY / PARTNERSHIPS • <i>Peggy Curtis Field Development (GNWT)</i> • <i>Quarterly RCMP Liaison</i> • <i>Airport Road Repair (GNWT)</i> • <i>Homeless Strategy (Interagency Group)</i> • <i>Satellite Receiving Station Licensing (Fed)</i> • <i>Mackenzie Valley Highway (GNWT)</i> • <i>Inuvik MLAs Council Meetings (GNWT)</i> • <i>Public Utility Council Rate Reviews</i> • <i>Mental Health Services (GNWT)</i> • <i>Airport Bypass Chip Seal (GNWT)</i> • <i>College Changes (GNWT)</i> • <i>Invite MP to Council Meetings (FEDs)</i> • <i>Increased Communication when Ministers Visiting (GNWT)</i>	

OPERATIONAL STRATEGIES

ECONOMIC DEVELOPMENT & TOURISM 1. Chief Jim Koe Park – Special Events Pavilion – Dec 2020 2. Tourism Gateway Sign – Aug 2021 3. Chief Jim Koe Park – Arctic Market/Visitor Building – Aug 2021 • Annual Department Work Plan – February 2021 • Economic Development Sector Committees – March 2021	FINANCE & ADMINISTRATION 1. MAIS: Voter Module Activation – March 2021 2. Website E-Commerce Module Proposal – June 2021 3. Revised 2020-2021 Budget & Forecast – July 2020 • Time Tracking Software (MAIS) - 2021 • Cross Training Schedule Review – November 2020
PUBLIC WORKS & INFRASTRUCTURE 1. PARKS & TRAILS: Long Term Plan – Feb 2021 2. BREYNAT ROAD: Redesign Cost Estimate – Nov 2020 3. UTILIDOR: SCADA & Funding – Dec 2020 • Utilidor Replacement Schedule – Sept 2020 • Roads Maintenance Manual – Complete • Road Plan: 3-Year Priorities – Complete	COMMUNITY SERVICES 1. RECREATION FACILITY: Community Survey – Feb 2021 2. Community Events (Contacts) Calendar – Feb 2021 3. Library Outreach Programs – Dec 2020 • Keyless Entry System Review – Nov 2020 • eRec Review – Jan 2021
SENIOR ADMINISTRATION OFFICER 1. OPERATIONAL REVIEW & HR MANUAL – February 2021 2. ICSP Review – March 2021 3. ATIPP Implementation – June 2022 • ENVIRONMENTAL: Practices Review – Committee • Land administration Agreement review • Council Indemnity By-law review	PROTECTIVE SERVICES 1. Emergency Management Plan Review – Dec 2020 2. MED Mentorship/New hire – Jan 2021 3. DERELICT BUILDINGS: Options & Enforcement – Dec 2020 • Reviewing Operational Guidelines – FD and MED

ORGANIZATIONAL EXCELLENCE

1. Employee Orientation - Leadership Team - Aug. & Staff – Outcome from Operational Review & HR Manual 2. Job Description Review: Expectations & Individual Training Needs – Outcome from Operational Review & HR Manual 3. Respectful Workplace: Staff Discussion – Once Staff Meetings Resume 4. Staff Development Program: Proposal – October 2020 5. Interdepartmental Relations – December 2020
BOLD CAPITALS = Council NOW Priorities; CAPITALS = Council NEXT Items; <i>Italics</i> = Advocacy; Title Case = Operational Strategies