

**AGENDA**  
**TOWN OF INUVIK ~ COMMITTEE OF THE WHOLE AND REGULAR COUNCIL MEETINGS**  
**TO BE HELD ON DECEMBER 14 AND 16, 2020**  
**AT 7:00 P.M. via VIDEO CONFERENCE**

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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**

4.1                        Michael McLeod, MP Northwest Territories

4.2                        RCMP Report

Report attached.

Item # 5                    **PUBLIC QUESTION PERIOD**

Item # 6                    **ADOPTION OF THE MINUTES**

6.1                        Minutes of the November 23 and 25, 2020 Council Meetings

Minutes attached. Requires motion to approve.

6.2                        Minutes of the September 29, 2020 Economic Development Committee Meeting

Minutes attached. Requires motion to approve.

6.3                        Minutes of the November 3, 2020 Recreation, Parks & Library Advisory 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-096 ~ 2021 Interim Operating and Capital Budget

Document attached. Requires motion to approve.

Item # 9                    **BY-LAWS**

Item # 10                  **DEPARTMENT HEAD REPORTS**

10.1                  Public Works Report

Report attached. Requires motion to adopt.

10.2                  Planning & Development Report

Report attached. Requires motion to adopt.

10.3                  Senior Administrative Officer Report

Report attached. Requires motion to adopt.

10.4                  Economic Development & Tourism Report

Report attached. Requires motion to adopt.

10.5                  Community Services Report

Report attached. Requires motion to adopt.

10.6                  Protective Services Report

Report attached. Requires motion to adopt.

Item # 11                  **INFORMATION ITEMS**

11.1                  Strategic Priorities Chart

Document attached. For information only.

11.2                  Aurora Research Institute ~ Notification of Research

Document attached. For information only.

**AGENDA**

*Inuvik Town Council Meetings  
December 14 and 16, 2020*

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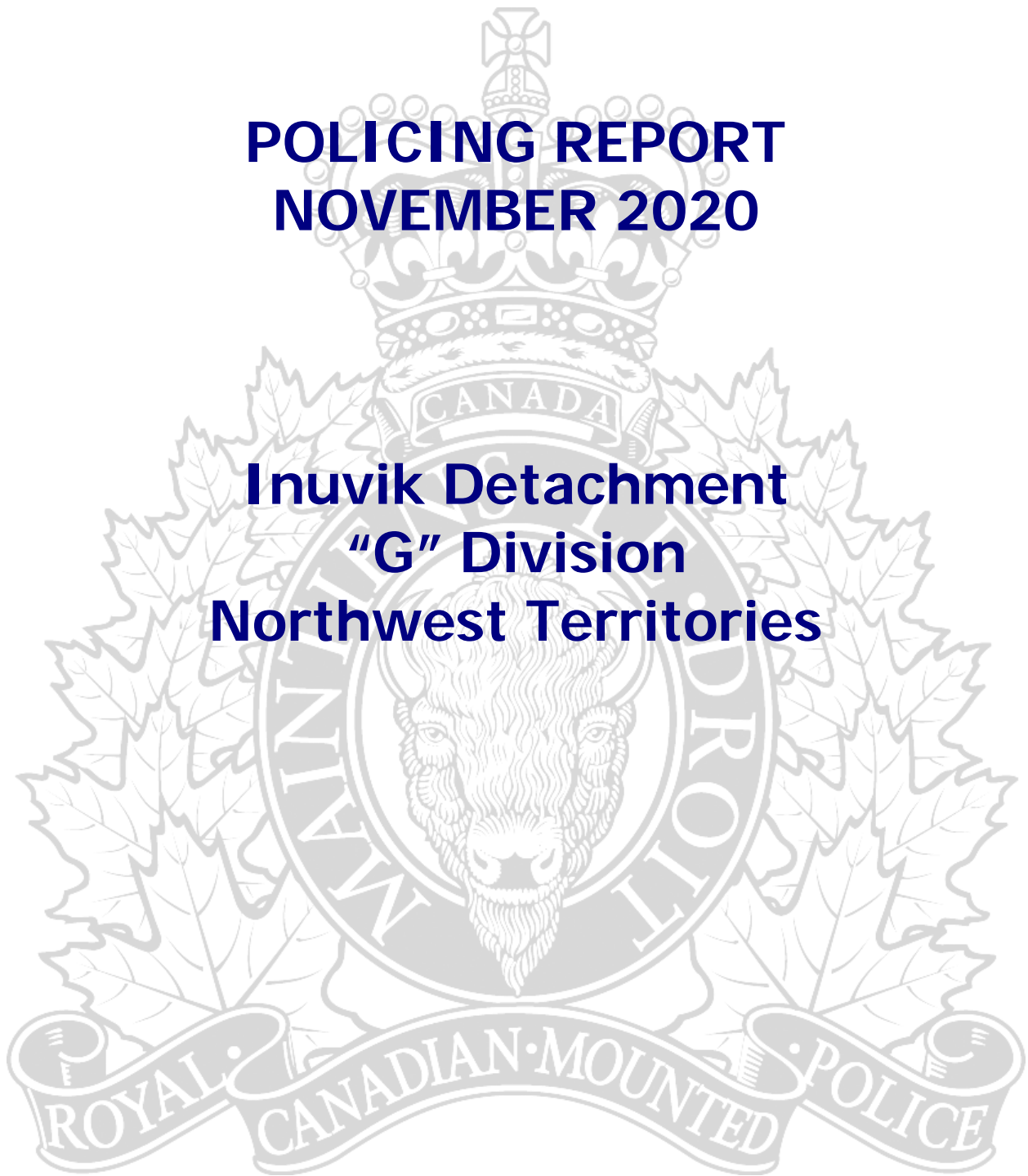
Item # 12                      **COUNCIL CONCERNS**

Item #13                      **IN CAMERA ITEMS**

Item # 14                      **ADJOURNMENT**

# **POLICING REPORT NOVEMBER 2020**

## **Inuvik Detachment "G" Division Northwest Territories**



### **Annual Performance Plan (A.P.P.'s) Community Priorities:**

Community approved APP's are

- (1) Road Safety - Impaired Driving
- (2) Domestic Violence
- (3) Youth

#### **(1) Road Safety (Impaired Driving):**

During the month of November, the Inuvik RCMP investigated 13 reports of impaired driving. Two of these incidents resulted in one female and one male being charged with impaired operation. As well as one count of refusal to provide a breath sample for both accused.

#### **(2) Domestic Violence:**

During the month of November, the Inuvik RCMP investigated 25 reports of family violence. 12 of the incidents resulted in charges being laid.

#### **(3) Youth:**

During the month of November, the Inuvik RCMP has been preparing for multiple holiday initiatives that they will be putting on in December. Cst. LEDUC has provided the school with holiday postcards that the students will decorate. The RCMP will distributed the postcards to community members at the Candy Cane Check stop.

Cst. LEDUC and Cst. RITCHIE created a mini crime scene for the local Girl Guide Group. The girls got to learn about investigational techniques the police use when investigating crime. They got to take footwear impressions and learn about fingerprints.

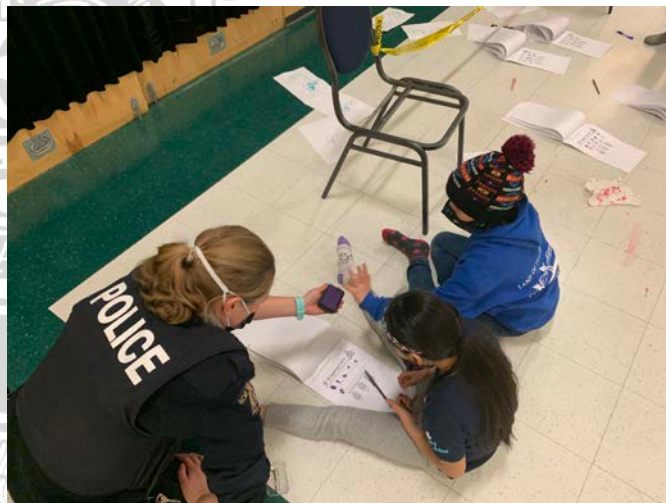
#### **Notable Occurrence for the Month.**

Inuvik RCMP activated two searches in the month of November. One incident involved an elderly male who had gone out on the land and his snowmobile became stuck in the snow. The RCMP would like to thank Search and Rescue and Gwich'in Helicopters for their assistance.

The second call came after two people became stranded after their vehicle went thru the ice. This was a coordinated search involving Search and Rescue, Parks Canada and Inuvik Fire Department. The search party met up with the two individuals who were being brought back by a smaller search party. Members and Parks Canada were able to provide warm jackets and assist in getting the dogs back to town.

### Community Contributions to APP'S

Cst. LEDUC and Cst. RITCHIE attended the Inuvik Warming Center to meet with staff and hear their concerns. Members have had open discussions around what the law allows the police to do, how that works in supporting what they do at the center and some of the issues they have.



Inuvik RCMP had a joint meeting with GSAR, Fire and Park Canada to enhance our partnerships. This meeting allowed each Department to come together and strengthen partnerships that will benefit future calls for service around areas such as search and rescues.



Cst. Helgeson at Closed Remembrance Day Service, November 11, 2020

# RCMP-GRC

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA





### New Community Concerns (Update on concerns raised in the past if not yet resolved):

There will be a new interim Detachment Commander as Cst. LEDUC is transitioning to move due to a promotion. The new interim Commander is Sgt. Mark Bishop. Sgt. Bishop comes to Inuvik from Fort McPherson RCMP.

As well, given the upcoming retirement of S/Sgt JENVENNE, S/Sgt Bruce McGREGOR will be acting in the North District Advisory NCO role until a permanent replacement is identified. S/Sgt McGREGOR comes to Inuvik from Yellowknife where he was the NCO of Contract Policing.

### **The Inuvik Detachment responded to 572 calls for service during the month of November 2020.**

OCCURRENCES	Nov 2020	Year to Date	Nov 2019	Year Total 2019
Assaults (all categories)	72	585	44	515
Break and Enters (Residence & Business)	0	21	0	27
Theft of Motor Vehicle	1	16	2	26
Theft Under \$ 5000.00	9	90	9	128
Theft Over \$ 5000.00	0	1	0	4
Drugs (Possession)	0	10	2	11
Drugs (Trafficking)	1	25	1	69
Liquor Act	13	165	15	161
Unlawful Sale (Bootlegging)	0	0	0	0
Causing a Disturbance / Mischief (including public intoxication)	53	1725	150	2172
Impaired Driving	13	151	19	138
Other Complaints	411	1841	121	1408
<b>Total Calls for Service</b>	<b>572</b>	<b>4631</b>	<b>363</b>	<b>4309</b>

CATEGORY	Nov 2020	Year to Date	Nov 2019	Year Total 2019
Inuvik Prisoners	80	927	75	1068
Intermittent Prisoners	3	18	5	60
Other Detachment's Prisoners	11	103	13	187
<b>Total Prisoners</b>	<b>94</b>	<b>1032</b>	<b>93</b>	<b>1316</b>
Victim Service Unit Referrals	6	100	6	26
Youth Diversion (Community Justice Referrals)	0	3	0	2
Adult Diversion (Community Justice Referrals)	0	0	1	2
Emergency Protection Orders (Detachment Initiated)	0	3	1	4
ODARA Reports	12	62	7	49

SEIZURES	Nov 2020	Year to Date	Nov 2019	Year total 2019
Alcohol	3	24	2	40
Drug	0	5	0	10
Firearm	0	6	2	5

**Should you have any questions or concerns regarding this report or any other community matters, please feel free to contact me to discuss.**

Report completed by Cpl Stephanie LEDUC  
 Inuvik RCMP Detachment  
 Acting Inuvik Detachment Commander Sgt Mark BISHOP  
 Telephone: (867) 777-1111  
 Email: Mark.Bishop@rcmp-grc.gc.ca

**RCMP-GRC**



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA



Internal Distribution List:

Insp. David CASEY- OIC North District

S/Sgt Bruce MCGREGGOR - North District Advisory NCO

Sue CROOKEDHAND - "G" Division Criminal Operations

Insp. Barry LAROQUE - Manager, Policing Services NWT Dept. of Justice

Insp. Dean RIOU – Manager Policing Services/GNWT Liaison Officer

External Distribution List:

Duane Smith - Chair Inuvialuit Regional Corporation

Stephanie Sutton - Town of Inuvik

Ken Smith – Grand Chief Gwich'in Tribal Council

**RCMP-GRC**

ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

**MINUTES**  
**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**

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<b>Present:</b>	<u>Monday</u>	<u>Wednesday</u>
Mayor:	Natasha Kulikowski (video)	Natasha Kulikowski (video)
Deputy Mayor:	Paul MacDonald (video)	Paul MacDonald (video)
Councillors:	Steven Baryluk	Steven Baryluk (video)
	Dez Loreen (video)	Dez Loreen (video)
	Gary McBride (video)	Gary McBride (video)
	Alana Mero (video, in at 7:07 p.m.)	Alana Mero (phone)
	Ray Solotki (video)	Ray Solotki (video)
	Kurt Wainman (video)	Kurt Wainman (video)
	Clarence Wood (video)	Clarence Wood (video)
Youth Representative:		Cassidy Lennie-Ipana (video)
<b>Staff Present:</b>	Grant Hood, Senior Administrative Officer (video, both meetings) Stephanie Sutton, Council Administrator (video, both meetings) Lise Saumur, Director of Community Services (video, both meetings) Jackie Challis, Director of Tourism & Economic Development (video, both meetings) Cyndy Hammond, Director of Protective Services (video, on Monday) James Das, Director of Finance (video, both meetings) Rick Campbell, Director of Public Works (video, on Monday)	
Item # 1	<b>CALL TO ORDER</b>  Mayor Kulikowski called both meetings to order at 7:00 p.m.	
Item # 2	<b>ADOPTION OF THE AGENDA</b>  Moved by Councillor Solotki, seconded by Councillor McBride:	
<b>MOTION: 228/11/20</b>	<b>“THAT Inuvik Town Council hereby adopts the agenda with the following noted additions: Item 4.1 ~ Welcome New Council Youth Representative; and Item 8.6 - Response to Nav Canada ~ Review of Air Traffic Control Services Requirements.”</b>  Motion <b>CARRIED.</b>	
Item # 3	<b>DECLARATION OF CONFLICT OF INTEREST OR PECUNIARY INTEREST</b>  There were no declarations of conflict of interest or pecuniary interest.	

## MINUTES

Inuvik Town Council Meetings  
November 23 and 25, 2020

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

4.1 Welcome New Council Youth Representative

On Wednesday, Mayor Kulikowski welcomed Cassidy Lennie-Ipana as Council's new youth representative.

Item # 5 **PUBLIC QUESTION PERIOD**

There were no questions.

Item # 6 **ADOPTION OF THE MINUTES**

6.1 Minutes of the November 9, 2020 Council Meeting

Moved by Councillor Wood, seconded by Councillor Baryluk:

**MOTION: 229/11/20 "THAT Inuvik Town Council hereby adopts the minutes of the November 9, 2020 council meeting as presented."**

Motion **CARRIED**.

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

Moved by Councillor Solotki, seconded by Deputy Mayor MacDonald:

**MOTION: 230/11/20 "THAT Inuvik Town Council hereby adopts the minutes of the November 17, 2020 public works committee meeting as presented."**

Motion **CARRIED**.

6.3 Minutes of the November 19, 2020 Administration Committee Meeting

Councillor Wood stated that he supported the mayor's suggestion to wear masks in Town facilities, introducing measures to track facility visitors for contact tracing purposes, and to continue with virtual meetings in light of tightened COVID-19 restrictions in the Territory.

Moved by Councillor McBride, seconded by Councillor Baryluk:

**MOTION: 231/11/20 "THAT Inuvik Town Council hereby adopts the minutes of the November 19, 2020 administration committee meeting as presented."**

Motion **CARRIED**.

## MINUTES

Inuvik Town Council Meetings  
November 23 and 25, 2020

## 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

Moved by Councillor Wood, seconded by Councillor Loreen:

**MOTION: 232/11/20 “THAT Inuvik Town Council hereby adopts the 2021 Council and Committee Meeting Schedule as presented.”**

Motion **CARRIED**.

8.2

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

Councillors McBride and Solotki expressed their interest in becoming the elected official representative tasked with overseeing implementation of the program. Councillor Solotki requested more information on the five-milestone framework's financial implications on the Town. SAO Hood confirmed that joining the program will trigger no financial obligation from the Town.

Moved by Councillor Wood, seconded by Councillor Baryluk:

**MOTION: 233/11/20 “THAT Inuvik Town Council hereby appoints Kecil Joseph, Councillor Ray Solotki and Councillor Gary McBride to represent the Town of Inuvik in the Partners for Climate Protection Program.”**

Motion **CARRIED**.

8.3

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

Councillor Solotki mentioned that earlier this year, the public works department had approached the greenhouse about a composting facility and inquired if that project was still moving forward and if ICIP funding could be used. Mayor Kulikowski confirmed that the funding being applied for was specifically for the solid waste site expansion fencing project.

Moved by Councillor McBride, seconded by Councillor Wood:

**MOTION: 234/11/20** **“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.”**

Motion **CARRIED**.

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

Councillor Solotki requested more information about the project. SAO Hood stated that he would circulate the information confidentially to Council. It was noted that should the Town not be successful in receiving the project funding, it was likely that the project would have to be delayed, delayed with a reduced scope of work, or not completed at all.

Moved by Councillor Baryluk, seconded by Councillor McBride:

**MOTION: 235/11/20** **“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.”**

Motion **CARRIED**.

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

Moved by Councillor McBride, seconded by Councillor Baryluk:

**MOTION: 236/11/20** **“THAT Inuvik Town Council hereby approves the proposed 2020 Holiday Schedule for all Town Facilities as presented.”**

Motion **CARRIED**.

#### 8.6 Response to Nav Canada ~ Review of Air Traffic Control Services Requirements in Inuvik

On Wednesday, Mayor Kulikowski advised that she and SAO Hood had participated in a video conference call with Nav Canada to discuss the company’s announcement to study air traffic control towers in efforts to reduce costs. She stated that several local stakeholders had not been contacted to participate and that she had drafted a response to Nav Canada outlining the Town’s concerns, with copies being sent to key stakeholders. Suggested additions to the list of recipients included regional airlines and the NWT Association of Communities.



## MINUTES

Inuvik Town Council Meetings  
November 23 and 25, 2020

## Item # 9

**BY-LAWS**

There were no by-laws.

## Item # 10

**DEPARTMENT HEAD REPORTS**

## 10.1

Financial Report

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

## 10.2

Capital Projects Report

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

Moved by Councillor Loreen, seconded by Councillor Solotki:

**MOTION: 237/11/20**

**“THAT Inuvik Town Council hereby adopts the financial report and capital project report as presented.”**

Motion **CARRIED**.

## Item # 11

**INFORMATION ITEMS**

## 11.1

Strategic Priorities Chart

For information only.

## Item # 12

**COUNCIL CONCERNS**

Councillor Wood stated that he was disappointed that the Town was not mentioned as a supporter in a recent newspaper article on the homeless shelter and warming centre. Mayor Kulikowski was asked to write a letter to the editor noting the Town's contributions and support to both organizations.

Councillor Wood mentioned that NWTAC has issued the second call for resolutions for the upcoming 2021 annual general meeting.

Deputy Mayor MacDonald expressed concern with the Territorial Court's request to book the Midnight Sun Complex arena ice pad and disrupting sports for several days in February to accommodate a jury selection and trial. He stated that community members are concerned with the already limited options available for children due to the pandemic and suggested East Three School as an alternate location. Director Saumur explained that if the booking were approved, the arena would be unavailable to user groups for approximately 4 days. Councillor Mero expressed that the administration of

**MINUTES**

*Inuvik Town Council Meetings  
November 23 and 25, 2020*

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justice was a valid reason to give up ice time and that if the Department of Justice has scheduled a jury trial, it is for something serious. Administration was asked to confirm what was required for the booking.

**Item #13****IN CAMERA ITEMS**

There were no items to be discussed in camera.

**Item # 14****ADJOURNMENT**

The committee of the whole meeting adjourned at 7:16 p.m.

Moved by Councillor Wood:

**MOTION: 238/11/20 “THAT the regular council meeting be adjourned at 7:32 p.m.”**

**MINUTES**  
**ECONOMIC DEVELOPMENT COMMITTEE**  
**HELD ON TUESDAY, SEPTEMBER 29, 2020**  
**AT 12:00 P.M. IN TOWN COUNCIL CHAMBERS**

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Present:           SAO, Grant Hood  
                   Mayor Natasha Kulikowski  
                   Deputy Mayor Paul MacDonald  
                   Director of Economic Development & Tourism, Jackie Challis

Absent with Notice:

Councillor Gary McBride  
 Councillor Dez Loreen

**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           REVIEW OF PREVIOUS MINUTES**

3.1           There were no comments or corrections regarding the minutes.

**Item #4           DIRECTOR UPDATES (see attached)**

4.1           Director provided a brief update on Departmental activities.

**Item #5           REVIEW OF ECONOMIC DEVELOPMENT STRATEGY – PRIORITY SUMMARY DOCUMENT (see attached)**

5.1           DOCUMENT REVIEW

The Committee reviewed the Summary Document as prepared by Ms. Challis. It was noted that the document contained a significant amount of information and more time was required to review and provide feedback.

**Item #6           REVIEW OF DEPARTMENT OPERATIONAL STRATEGIES – STRATEGIC PRIORITIES CHART (see attached)**

6.1           DOCUMENT REVIEW

The Committee did not have time to review the Strategic Priorities Chart during the meeting, as there was an unrelated, unexpected external event that required the attention of the Mayor & SAO. Each Committee member is asked to review the two summary documents and be prepared for further discussion at the next meeting.

**Item #7           NEXT MEETING DATE**

The next meeting is scheduled for Tuesday, October 27, 2020

**Item #8           ADJOURNMENT**

The meeting adjourned at 12:45 p.m.



**MINUTES**  
**TOWN OF INUVIK**  
**RECREATION, PARKS, AND LIBRARY**  
**ADVISORY BOARD MEETING**  
**HELD ON NOVEMBER 3, 2020**  
**AT 5:30 P.M. IN THE**  
**COMMUNITY HALL AT THE MIDNIGHT SUN COMPLEX**

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**Present:** Councillor Alana Mero (via phone)

Mayor Kulikowski

Holly Jones

Sallie Ross

**Absent:** Colin Pybus (with regrets)

Jeffrey Amos

Bogdan Stanciu

**Staff:** Steve Krug – Recreation Coordinator

Kolin Murray – Manager of Library Service

Lise Saumur – Director of Community Services

**1. Welcome / Introductions**

Holly Jones agreed to chair the meeting for Councillor Alana Mero.

**2. Call to order**

The meeting was called to order at 5:34 p.m.

**3. Adoption of Agenda**

The agenda was approved as received. There were no additions made.

**4. Delegations, Presentations or Petitions**

There were no delegations, presentations, or petitions.

**5. Public questions / Correspondence**

There were no public questions or correspondence to discuss.

**6. Review of Minutes**

There were no minutes to review.

**7. Old/New Business**

**a) Survey – changes**

Suggested changes to the survey were reviewed and discussed. The Director of Community Services is to make the appropriate changes for next meeting. Member Holly Jones offered to work on an online survey version.

Suggestions for informing the public about the survey were:

- posters around town
- post office mail out or “pick-up” folder at the post office
- cable advertising channel
- Town website, Facebook
- emails to community groups/organizations/businesses

Suggestions for getting the survey out to the public were:

- have an on-line survey
- have the survey available on the Town website
- have survey boxes at the Town Office, Midnight Sun Complex, Library
- have the survey sent to key organizations requesting them to disseminate the survey

**b) Community Member Profiles**

This item was deferred to the December 1, 2020 meeting.

**c) Volunteer Award**

A suggestion was made to encourage groups to send in photos of their groups/volunteers to make into a slide show which could be put on to the Town website. Volunteering during Covid-19 was one suggested theme. The Director of Community Services was asked to set-up criteria for Committee to send out. Another suggestion made was to have the “send in your photos” announced on the Water Bills if possible.

It was decided that we would still go ahead to award the Bill Mero Memorial Volunteer Recognition Award. Email letter to volunteer groups/organizations would go out November 26<sup>th</sup> and would remain open for recommendations until December 10<sup>th</sup> with an announcement to be made on December 21, 2020.

**8. Information Items**

**a) Community Services Update**

Deferred to next meeting.

**b) Tidbits**

Deferred to next meeting.

**9. Next Meeting – Tuesday, December 1, 2020**

**10. Adjournment**

The meeting adjourned at 7:35 p.m.



## ACTION ITEMS

### DECEMBER 14 AND 16, 2020 COUNCIL MEETINGS

No.	ITEM	REQUIRED ACTION		ACTION TAKEN / ANTICIPATED COMPLETION DATE
1.	Solid Waste Site Expansion Project (Fencing)	A plan for fencing is required as part of the Town's water licence. The project is being planned for 2021 and a funding application will be submitted to the Investing in Canada Infrastructure Program (ICIP).		Council approval given to proceed with ICIP funding application on November 25, 2020. Application submitted December 4. 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		Camp is dismantled. Item complete.
4.	Strategic Priorities Chart	Update Council Priorities		Council met December 9 to review and update
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 <b>Arctic Market/Visitor Building</b>	• Budget • Scope • Site preparation • Functionality	• Community needs • Facility security • Building design details	August 2021
	Chief Jim Koe Park Redevelopment <b>Special Events Pavilion</b>	• Site preparation & installment • Access to park during construction • Demolition/repurposing of Kiosk • Demolition of existing stage		Project is essentially complete. Some minor landscaping to be completed during the summer.
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		Council approval given to proceed with ICIP funding application on November 25, 2020. Application submitted December 4. Item complete.

## ACTION ITEMS

### DECEMBER 14 AND 16, 2020 COUNCIL MEETINGS

		Discuss alternatives/prevent U-turns into Aurora College residence roadway to avoid left-hand turn out of school onto Breynat Road	
12.	Address public intoxication	<ul style="list-style-type: none"> <li>• Meet with homeless shelter and warming centre boards</li> <li>• Council to discuss lease renewal for the building</li> </ul>	Lease sent to Warming Centre. Administration to provide update on lease at December 14 & 16, 2020 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: December 14 and 16, 2020

RFCD #: 2020-SAO-096

### TOPIC

**Town of Inuvik 2021 Interim Operating & Capital Budget**

### BACKGROUND

The attached budget was prepared by senior management and reviewed in greater detail by Council on December 12. The budget requires formal approval prior to December 31, 2020.

### RECOMMENDATION – SAO

**“THAT Inuvik Town Council hereby approves the 2021 Interim Operating and Capital budget as presented.”**

*Signature – Grant Hood, SAO*



**Town of Inuvik**  
**Interim Operating Budget**  
**For The Year Ended December 31, 2021, 2022, 2023**

	<b>2019</b>	<b>2020</b>	<b>2020</b>	<b>2021</b>	<b>%</b>	<b>2022</b>	<b>%</b>	<b>2023</b>	<b>%</b>
	<b>Actuals</b>	<b>Budget</b>	<b>Oct. 31</b>	<b>Budget</b>	<b>Variance</b>	<b>Forecast</b>	<b>Variance</b>	<b>Forecast</b>	<b>Variance</b>
<b>REVENUES</b>									
Administrative	\$ 7,314,248	\$ 10,467,295	\$ 8,883,185	\$ 7,602,071	-27.4%	\$ 7,826,781	3.0%	\$ 8,066,375	3.1%
Protective Services	95,799.63	41,000.00	41,450.25	41,000.00	0.0%	41,000.00	0.0%	41,000.00	0.0%
Public Works	30,195.61	38,000.00	38,997.61	20,000.00	-47.4%	20,000.00	0.0%	20,000.00	0.0%
Environmental	513,934.00	825,000.00	800,594.50	515,000.00	-37.6%	538,000.00	4.5%	564,100.00	4.9%
Economic Development/Tourism	267,839.24	58,975.00	62,064.83	78,900.00	33.8%	95,750.00	21.4%	106,000.00	10.7%
Utilities	4,645,243.95	3,794,500.00	3,869,121.91	5,335,400.55	40.6%	3,899,271.00	-26.9%	3,959,971.00	1.6%
Recreation	513,879.55	307,950.00	253,125.51	287,007.00	-6.8%	453,250.00	57.9%	471,400.00	4.0%
Library	90,477.63	90,250.00	73,774.80	77,750.00	-13.9%	79,350.00	2.1%	82,200.00	3.6%
Land	135,460.00	272,000.00	270,057.03	11,000.00	-96.0%	11,000.00	0.0%	11,000.00	0.0%
Fiscal	3,962,863.41	4,869,303.00	3,685,458.28	4,400,963.00	-9.6%	3,477,000.00	-21.0%	3,477,000.00	0.0%
	<b>\$ 17,569,942</b>	<b>\$ 20,764,273</b>	<b>\$ 17,977,830</b>	<b>\$ 18,369,092</b>	<b>-11.5%</b>	<b>\$ 16,441,402</b>	<b>-10.5%</b>	<b>\$ 16,799,046</b>	<b>2.2%</b>
<b>EXPENSES</b>									
Administrative	\$ 2,960,379	\$ 5,968,202	\$ 5,669,290	\$ 3,073,847	-48.5%	\$ 2,913,470	-5.2%	\$ 2,966,245	1.8%
Protective Services	760,167.76	811,895.14	529,997.10	810,386.98	-0.2%	829,380.00	2.3%	832,374.93	0.4%
Public Works	1,403,751.40	1,392,318.74	1,075,456.51	1,401,216.20	0.6%	1,439,364.09	2.7%	1,442,878.59	0.2%
Environmental	821,856.78	991,050.00	1,036,228.96	826,200.00	-16.6%	825,450.00	-0.1%	750,450.00	-9.1%
Economic Development/Tourism	773,378.55	617,269.42	584,736.98	561,426.13	-9.0%	603,634.29	7.5%	611,569.65	1.3%
Utilities	2,946,410.68	3,073,264.68	2,640,327.34	3,066,167.48	-0.2%	2,928,392.97	-4.5%	2,882,649.41	-1.6%
Recreation	3,634,618.97	3,499,276.64	2,323,358.78	3,673,807.11	5.0%	3,692,071.30	0.5%	3,711,955.92	0.5%
Library	502,022.20	490,441.57	367,954.75	533,647.74	8.8%	539,153.74	1.0%	543,369.49	0.8%
Land	128,493.58	221,200.00	221,240.00	-	-100.0%	-	0.0%	-	0.0%
Fiscal	1,464,876.62	1,677,800.00	810,076.49	808,000.00	-51.8%	808,000.00	0.0%	808,000.00	0.0%
	<b>\$ 15,395,956</b>	<b>\$ 18,742,718</b>	<b>\$ 15,258,667</b>	<b>\$ 14,754,699</b>	<b>-21.3%</b>	<b>\$ 14,578,916</b>	<b>-1.2%</b>	<b>\$ 14,549,493</b>	<b>-0.2%</b>
<b>Surplus / (Deficit)</b>	<b>\$ 2,173,986</b>	<b>\$ 2,021,555</b>	<b>\$ 2,719,163</b>	<b>\$ 3,614,393</b>	<b>78.8%</b>	<b>\$ 1,862,486</b>	<b>-48.5%</b>	<b>\$ 2,249,553</b>	<b>20.8%</b>
Net Transfers to Capital Expenditures	\$ 2,189,828	\$ 2,023,303	\$ 1,087,751	\$ 3,919,664	93.7%	\$ 2,556,632	-34.8%	\$ 2,598,376	1.6%
	<b>\$ 2,189,828</b>	<b>\$ 2,023,303</b>	<b>\$ 1,087,751</b>	<b>\$ 3,919,664</b>	<b>93.7%</b>	<b>\$ 2,556,632</b>	<b>-34.8%</b>	<b>\$ 2,598,376</b>	<b>1.6%</b>
<b>Surplus (Deficit) after Transfers</b>	<b>\$ (15,842)</b>	<b>\$ (1,748)</b>	<b>\$ 1,631,412</b>	<b>\$ (305,271)</b>	<b>17366.4%</b>	<b>\$ (694,146)</b>	<b>127.4%</b>	<b>\$ (348,823)</b>	<b>-49.7%</b>
<b>Amortization</b>	<b>\$ 3,500,000</b>	<b>\$ 3,500,000</b>	<b>\$ 1,900,000</b>	<b>\$ 3,500,000</b>	<b>0.0%</b>	<b>\$ 3,500,000</b>	<b>0.0%</b>	<b>\$ 3,500,000</b>	<b>0.0%</b>

Director of Public Works  
Monthly Report for November 2020

During the month of November, the public works department had various projects and tasks that were completed or are ongoing.

- The Utilidor crew has had another busy month. We are still having problems with grease plugs and the old sections of utilidor have been moving up and down as always. We have had to go clean out the moon pond at the sewage lagoon (where the sewage gets split into the 2 primary ponds). The one pipe that dumps into the right-hand cell was clogged up with rags and wipes, completely blocking flow.
- We had the guys working on a lot of maintenance at the water treatment plant like getting everything ready for upcoming winter.
- We have had some groundwork done up at the water tanks getting ready for biomass boiler that is going up there. We have had the heat lines from the valve house that used to heat the Hidden Lake water treatment plant and the Hidden Lake pump house on the lake drained and disconnected. We have also had the power switched from the old water treatment plant to the valve house temporarily so we can have the utilidor that runs between the valve house and the Hidden Lake treatment plant removed.
- We now have enough supply in town to get us into the new year for all of our water treatment needs.
- We have had to do a few minor changes to some of the garbage bins that we placed on pads over the summer and as you can see, we placed a series of decals on each bin: no parking decals, decals with the bin number, and a larger decal with some of the things we would like to see people do when using the bins as well as the day of the week when that bin is to be emptied. The decal is almost like outlining bin etiquette!
- We have relocated a couple of bins from where we had placed them to better serve the areas they are in. We now have only 2 spare bins at King Road, and I will be finding places for them as well!
- We have had to do one town wide snow removal this month.
- We are still sanding on an as needed basis, and we have had our winter supply of ¾ crushed rock hauled in from our Airport Pit to our yard on King Road where we mixed it up with 6 m³ of calcium to help with the sanding of the roads.
- We had a crew put up our Christmas lights on the power poles and the different displays on the Town Office, the Library and at the MSC. We also got another tree delivered to the park and had lights placed on it!
- Electric power produced by the solar panels at the Town Hall and the Midnight Sun Complex.

Date	Location	Leg 1	Leg 2	Leg 3	System lifetime
01-Jan-20	Town hall	8682	9553	6144	24397 Kwh
01-06-20		9170	9984	6281	25435 Kwh
01-Jan-20	MSC	20034	18136	20398	58568 Kwh
01-06-20		20985	19057	21411	61453 Kwh

These are some of the things that happened in November for 2020, as well as our usual jobs and everyday duties involved in running the Town’s Public Works Systems.

Rick Campbell  
Director of Public Services  
Town of Inuvik





# STAFF REPORT TO COUNCIL

## PLANNING AND DEVELOPMENT

10.2

#2 Firth Street, Inuvik, NT, X0E 0T0

DATE: December 08 2020

TO: Mayor and Council

FROM: Kecil Joseph, Development Officer

SUBJECT: Monthly Development Permit Summary, November 2020

ATTACHMENT(S): Summary of Development Permits issued for November 2020

### Purpose

This information report provides a summary of development permits issued in November 2020 and does not include construction work completed by the Town of Inuvik.

### Other Considerations

The values identified reflect the construction of the building or structure, including materials and labour.

### Permits Summary

#### Total Development Permits:

- 9 development permits totalling \$266.00 in fees

#### Significant Development Permits:

- Commencement of the Residential Duplex Construction

#### Development Permits:

##### Construction

- D2050 - NWT Housing Corporation - 2 Nanuk Place - Duplex Residential Unit
- D2051 - NWT Housing Corporation - 116 Bompas Street - Construction: Duplex Residential Unit
- D2052 - NWT Housing Corporation - 118 Bompas Street - Construction: Duplex Residential Unit
- D2053 - NWT Housing Corporation - 120 Bompas Street - Construction: Duplex Residential Unit

## Demolition

- D2047 - Abdalla Mohamed - 2 Balsam Trailer Court - RMH - Demolition: Burnt Residential Structure
- D2048 - Denny Rogers - 89 Wolverine Road - Arctic Restoration - Demolition: Burnt Residential Structure
- D2049 - David Jorstead - 83 Wolverine Road - Arctic Restoration - Demolition: Burnt Residential Structure

## Home Occupation

- D2054 - Rachel Schooley - 84 Reliance Street - Home Occupation: Administrative Office
- D2055 - Northern Wild Foods - 16 Natala Drive - Home Occupation: Small Scale Sale of Chocolate and food goods

**Stop Orders Issued**

- None

**Other**

- None

**Summary and Conclusion**

The Department recommends that Council receive this report for information.

Respectfully submitted:

*Kecil Joseph*

Kecil Joseph, Development Officer



# TOWN OF INUVIK DEVELOPMENT REPORT 2020

#	Permit Number	Issued	Applicant	Site Address	Legal Address	Zoning	Contractor	Development Type	Value	Deposit Paid	Development Fee
<b>JANUARY</b>											
1	D2001	16-Jan-20	Patrick and Ethel Gruben	73 Bonnetplume Road	Lt:35 BL:8 PL:327	R2	IDC Construction	Construction: Single Detached Residential Unit	\$ 400,000.00	\$ -	\$ 2,000.00
<b>Total</b>									\$ 400,000.00	\$ -	\$ 2,000.00
<b>FEBRUARY</b>											
2	D2002	26-Feb-20	Peggy Jay	2 Carmicheal Drive East	Lt:1 BL:35 PL:402	R1		Home Occupation: Office Space for Event/Conference/Communications	-	-	\$ 100.00
3	D2003	26-Feb-20	Mike Lee	36 Boot Lake Road	Lt:2 BL:51 PL:635	R2		Home Occupation: Video Production	-	-	\$ 100.00
<b>Total</b>									\$ -	\$ -	\$ 200.00
<b>March</b>											
4	D2004	04-Mar-20	Abdalla Mohamed	45 Bonnetplume Road	Lt:50 BL:8 PL:3627	R2		Home Occupation: Office for Short Term/Long Term Rentals	-	-	\$ 100.00
5	D2005	09-Mar-20	Edward Hatcher	3 Wolverine Road	Lt:78 BL:70 PL:3752	RHM		Construction: House Addition	\$ 15,000.00	-	\$ 75.00
6	D2006	25-Mar-20	Kits and Clubs Day Home	15 Bompas Road	Lt:1 BL:26 PL:1077	R2		Home Occupation: Day Home for Kids	-	-	\$ 100.00
7	D2007	29-Mar-20	Cynthia Steward	4 Gwichin Road	Lt:9 BL:32 PL:328	R1		Accessory Use: Shed	\$ 5,000.00	-	\$ 50.00
<b>Total</b>									\$ 20,000.00	\$ -	\$ 325.00
<b>April</b>											
<b>Total</b>									\$ -	\$ -	\$ -
<b>May</b>											
8	D2008	05-May-20	Demond Loreen	26 Tuma Drive	Lt:8 BL:29 PL:1096	R1		Home Occupation: Administrative for Total Arctic Wrestling	\$ -	\$ -	\$ 100.00
9	D2009	05-May-20	GNWT	Jak Park			Northern Industrial Construction Ltd	Construction: Jak Park Look Out Tower Repairs	\$ 145,477.00	\$ -	\$ 727.39
10	D2010	06-May-20	Swedish Space Corporation (SMS)	Inuvik Satellite Facility	Lt:2 BL:101 PL:4271	ST	McDonald Bros Electric Ltd	Construction: Installing New Satellite Antenna	\$ 1,700,000.00	\$ -	\$ 8,500.00
11	D2011	19-May-20	Eleanor Elias	20 Kugmallit Road	Lt:46 BL:70 PL:1154	RMH	-	Construction: Cover Deck	\$ 6,000.00	\$ -	\$ 50.00

12	D2012	22-May-20	Jeremy Burns	14 Tuma Drive	Lt:14 BL:79 PL:1096	R1	-	Accessory Use: Work Shop Storage Buildings	\$ 5,000.00	\$ -	\$ 50.00
13	D2013	22-May-20	Jeremy Burns	14 Tuma Drive	Lt:14 BL:79 PL:1096	R1	-	Relocation: Work Shop Storage Buildings	\$ -	\$ -	\$ 20.00
14	D2014	26-May-20	Raymond and Kim Wainman	15 Centennial Drive	Lt:126 BL:34 PL:3834	R1	-	Construction: Residential Addition	\$ 15,000.00	\$ -	\$ 75.00
15	D2015	29-May-20	Peter Clarkson	23 Centennial Drive	Lt:12 BL:34 PL:3835	R1	-	Construction: New Residential Unit	\$ 250,000.00	\$ -	\$ 1,250.00
16	D2016	29-May-20	GNWT	Airport Quarry		A	Northwind Industries	Relocation: Shed	0	\$ 200.00	\$ 20.00
<b>Total</b>									\$ 2,121,477.00	\$ 200.00	\$ 10,792.39

### June

17	D2017	18-Jun-20	Maung Win	47 Kugmallit Road	Lt:19 BL:37 PL:455	R1	-	Construction: Addition	\$ 4,000.00		\$ 50.00
18	D2018	18-Jun-20	Briam Larman	44 Reliance Street	Lt:9 BL:36 PL:402	R1	-	Accessory Use: Shed	\$ 5,000.00		\$ 50.00
19	D2019	19-Jun-20	IDC Construction Ltd	56-70 Tununuk Place	Lt:41-7-5-8 BL:20 PL:1136	R2	-	Excavation: Lot fill and Site Work	\$ 350,000.00		\$ 1,750.00
20	D2020	23-Jun-20	Jeff and Stephanie Sutton	18 Gwich'in Road	Lt:2 BL:32 PL:328	R1	-	Construction: Foundation Repairs	\$ 20,000.00		\$ 100.00
21	D2021	29-Jun-20	Vince Brown	33 Industrial Road	Lt:15 BL:49 PL:633	M2	-	Fence Construction	\$ 500.00		\$ 50.00
<b>Total</b>									\$ 379,500.00	\$ -	\$ 2,000.00

### July

22	D2022	08-Jul-20	Salah Mohamed	33 Ruyant Crescent	Lt:9 BL:70 PL:929	RMH	-	Home Occupation: Office for Cleaning Company	-	-	\$100.00
23	D2023	16-Jul-20	Shiloh Ltd	15 Dolphin Street	Lt:1 BL:8 PL:228	R1	-	Construction: Renovation	\$ 50,000.00	-	\$250.00
24	D2024	16-Jul-20	Erin Sydney	45 Centennial Street	Lt:17 BL:68 PL:3658	R1	-	Fence Construction	\$ 3,800.00	-	\$50.00
25	D2025	17-Jul-20	Bob's Welding	42 Industrial Road	Lt:11 BL:76 PL:1018	M1	-	Construction: Maintenance Shop	\$ 150,000.00	-	\$750.00
26	D2026	29-Jul-20	Northwest Company	147 & 151 Kinminyia R	Lt:5&6 BL:18 PL:228	C1	Arctic Restoration	Fence Construction	\$ 10,000.00	-	\$50.00
<b>Total</b>									\$ 213,800.00	\$ -	\$ 1,200.00

### August

27	D2027	05-Aug-20	Curtis Gruben	28-30 Mackenzie Road	Lt:11 BL:9 PL:228	R2		Construction: Renovation	\$2,000.00	-	\$50.00	
29	D2029	13-Aug-20	Paisley Vanvilet	21 Dolphin Street	Lt:16 BL:44 PL:564	R1	James Cardinal	Fence Construction	\$3,000.00	-	\$50.00	
30	D2030	18-Aug-20	Carmen (Shiloh) Vanvilet	15 Dolphin Street	Lt:1 BL:8 PL:228	R1	James Cardinal	Fence Construction	\$3,000.00	-	\$50.00	
31	D2031	19-Aug-20	Susan Eveleigh	Corner of NT Road & N	Lt:55 BL:92 PL:695	M1	Inuvik Construction	Free Standing Sign	\$1,000.00	-	\$50.00	
32	D2032	20-Aug-20	Steven Larkin	52 Breynat Street	Lt:73 BL:34 PL:3834	R1		Fence Construction	\$3,800.00	-	\$50.00	
									Total	\$12,800.00	\$-	\$250.00

### September

33	D2033	04-Sep-20	Gerry Kisoun	28 Raven Street	Lt:8 BL:44 PL:564	R1	-	Construction: Foundation Replacement	\$ 5,000.00	-	\$ 50.00
34	D2034	18-Sep-20	Bob's Welding Ltd	7-9 Willow Road	Lt:10-11 BL:49 PL:633	M1	-	Demolition: Metal Storage Building	-	\$ 200.00	\$ 20.00
35	D2035	18-Sep-20	Bob's Welding Ltd	7-9 Willow Road	Lt:10-11 BL:49 PL:633	M1	-	Construction: New Prefabricated Metal Building	\$ 70,000.00	-	\$ 350.00
36	D2036	18-Sep-20	TD&L Painting	17 Industrial Road	Lt:23-11 BL:49 PL:633	M1	-	Construction: New Roof Construction	\$ 5,000.00	-	\$ 50.00
37	D2037	18-Sep-20	Paul MacDonald	59D King Road	Lt:23 BL:98 PL:3820	M1	-	Fence: Wall and Facia	\$ 350.00	-	\$ 50.00
38	D2038	22-Sep-20	Melinda Gillis	30 Industrial Road	Lt:17 BL:76 PL:1018	M1	-	Construction: Placement of Building on lot to be used as shop	\$ 40,000.00	-	\$ 200.00
39	D2039	22-Sep-20	Melinda Gillis	30 Industrial Road	Lt:17 BL:76 PL:1018	M1	-	Relocation: Boiler Shack	-	-	\$ 20.00
40	D2040	25-Sep-20	Edgar Maring	36 Semmler Place	Lt:17 BL:76 PL:1018	R1	-	Construction: Foundation repairs, new Deck, new Storage Bldg	\$ 10,000.00	-	\$ 50.00
41	D2041	28-Sep-20	NWT Housing Corporation	15 Nanuk Place	Lt:23 BL:25 PL:228	R1	-	Construction: New Single Detached Residential Unit	\$ 350,000.00	-	\$ 1,750.00
42	D2042	28-Sep-20	Vince Brown	129 Mackenzie Road	Lt:13-20 BL:20 PL:228	C1	-	Demolition: Remainder of the Eskimo Inn Hotel Building	-	\$ 5,000.00	\$ 177.00
								Total	\$ 480,350.00	\$ 5,200.00	\$ 2,717.00

### October

43	D2043	14-Oct-20	NWT Housing Corporatin	242-248 Mackenzie Road	Lt:8-20 BL:26 PL:2054	R2	-	Demolition: 4-Plex Residential Unit	-	\$ 40.00	\$ 1,200.00
44	D2044	14-Oct-20	NWT Housing Corporatin	250-256 Mackenzie Road	Lt:4 BL:26 PL:2054	R2	-	Demolition: 4-Plex Residential Unit	-	\$ 40.00	\$ 1,200.00
45	D2045	19-Oct-20	Jacob Pfeffer (Schooner Enterprises)	11 Bonnetplume Road	Lt:5 BL:4 PL:228	R2	-	Home Occupation: Seasonal Vehicle Wash	-	-	\$ 100.00
46	D2046	28-Oct-20	Robert Privetti (webhorse Technology)	9 Council Cres	Lt:47 BL:28 PL:3610	R2	-	Home Occupation: Web Design and online Marketing	-	-	\$ 100.00
								Total	\$ -	\$ 80.00	\$ 2,600.00



## November

47	D2047	05-Nov-20	Abdalla Mohamed	2 Balsam Trailer Court	Lt:6-12 BL:1 PL:629	RMH	-	Demolition: Burnt Residential Structure	-	\$ 200.00	\$ 20.00
48	D2048	05-Nov-20	Denny Rogers	89 Wolverine Road	Lt:14 BL:46 PL:564	R1	Arctic Restoration	Demolition: Burnt Residential Structure	-	\$ 750.00	\$ 25.00
49	D2049	05-Nov-20	David Jorstead	83 Wolverine Road	Lt:11 BL:46 PL:564	R1	Arctic Restoration	Demolition: Burnt Residential Structure	-	\$ 550.00	\$ 21.00
50	D2050	06-Nov-20	NWT Housing Corporation	2 Nanuk Place	Lt:16 BL:5 PL:228	R2	6240 NWT Ltd. o/a Beaufort Construction	Construction: Duplex Residential Unit	\$ 750,000.00	-	-
51	D2051	06-Nov-20	NWT Housing Corporation	116 Bompas Street	Lt:84 BL:34 PL:3884	R1	-	Construction: Duplex Residential Unit	\$ 750,000.00	-	-
52	D2052	06-Nov-20	NWT Housing Corporation	118 Bompas Street	Lt:85 BL:34 PL:3884	R1	-	Construction: Duplex Residential Unit	\$ 750,000.00	-	-
53	D2053	06-Nov-20	NWT Housing Corporation	120 Bompas Street	Lt:86 BL:34 PL:3884	R1	-	Construction: Duplex Residential Unit	\$ 750,000.00	-	-
54	D2054	20-Nov-20	Rachel Schooley	84 Reliance Street	Lt:3 BL:68 PL:3658	R1	-	Home Occupation: Administrative Office	-	-	\$ 100.00
55	D2055	27-Nov-20	Northern Wild Foods	16 Natala Drive	Lt:17 BL:26 PL:2054	R2	-	Home Occupation: Small Scale Sale of Chocolate and food goods	-	-	\$ 100.00
									\$ 3,000,000.00	\$ 1,500.00	\$ 266.00

Year to Date Total

\$6,627,927.00

\$6,980.00

\$22,350.39

## December

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### **SAO Report to Council**

**For the month of November 2020**

**Prepared By: Grant Hood SAO**

November was a month where I continued to orientate the new Director of Finance including a large portion of time spent on the preparation of the 2021 Interim Operating and Capital Budget.

In addition, I participated in several meetings:

1. Participated along with the Mayor in a meeting with the RCMP and the new Division Commanding Officer
2. Attended the kickoff meeting with the consultant for the Town's Operational and Service Delivery Review project
3. Participated along with the Mayor in a conference call and presentation from Nav Canada regarding the review of services at the Inuvik Airport
4. The Director of Finance and I held a conference call with our financial software supplier to explore additional modules that the Town may want to incorporate into the current system and sought clarification on some current modules
5. Participated along with the Mayor in a meeting with the Inuvik Community Corporation regarding a letter of support for a trail enhancement from the Inuvik-Tuk Highway to Husky Lakes
6. Met with representatives from Education, Culture and Employment about opportunities for funding for training opportunities
7. Attended a meeting with the Mayor and representatives from NWT Housing, the Warming Centre, and the Homeless Shelter regarding potential plans for the Warming Centre during the winter
8. Attended the regularly scheduled Council committee and regular Council meetings

During the month, I also handled general HR issues including staffing vacancies and manpower planning on an as required basis.



## OVERVIEW

Our team continues to practice physical distancing, monitor risk, and work collaboratively as we manage multiple projects and events working with our various stakeholders. While our team has been splitting their time between working at home, in the office, and off-site at various events, we also have a physically-distancing appropriate work schedule and continue to adhere to risk mitigating measures to ensure the well being of our team and clients. All Staff are wearing masks entering Town of Inuvik facilities.

Our team was busy through the month of November preparing work plans, programs, & procedures for 2021 while also planning several final events & programs for 2020.

## MARKETING & COMMUNICATIONS COORDINATOR ACTIVITIES

- Town of Inuvik – Tourism & Event Promotions
  - Social Media Planning & Content Creation
  - Visitor Centric Website Creation
  - Artist & Vendor Profiles
  - Winter Arctic Market
  - Culture Connections Workshops
  - Arctic Development Expo
  - Inuvik Guide
  - Inuvik Sunrise Festival
  - Tourism Stakeholder E-Newsletter
- Town of Inuvik – Municipal Communications
  - TOI Staff Profiles
  - Departmental Updates & Requests
  - TOI Website Review
  - TOI Online Business Directory
- Town of Inuvik Holiday Hampers
- Attended & Completed 2 Days of DPVS Training
- Participated & received Annual Performance Review

## SPECIAL PROJECTS & EVENTS COORDINATOR ACTIVITIES

- 2021 Inuvik Guide
- Winter Arctic Market - Preparation
- Winter Culture Connections – Preparation
- Arctic Development Expo – Preparation
- Inuvik Sunrise Festival – Preparation
- Town of Inuvik Holiday Hampers
- Attended & Completed 2 Days of DPVS Training

## DIRECTOR ACTIVITIES

- Administrative Duties
  - Cheque Requisitions
  - Invoice & Expense Reconciliation
  - Funding Reporting
- Departmental Planning & Budgeting
- Worked on revised funding applications & amendments
  - CanNor
  - Canada Heritage
  - GNWT-ITI
- Attended & Completed 2 Days of DPVS Training
- Facilitating Team Meetings & Daily/Weekly Briefings
- Facilitated Staff Annual Performance Review
- Attended Meetings / Conference Calls
  - Co-Hosted tours of the Special Events Pavilion
    - Town Councillors
    - GTC
    - CanNor
    - Minister of Health & MLA Semmler
  - Attended Conference Calls with CanNor re: Arctic Market/Visitor Centre Building
  - Attended Conference Calls with Canada Heritage re: Special Events Pavilion
  - Attended Conference Call with Fathom Studio re: Tourism Gateway Sign
  - Attended virtual Town Council Meetings
  - Met with consultants re: Operational Review
  - Attended Capital Budget / Director Meeting
  - Facilitated Tourism Department Planning Meetings
    - Annual Work Plan
    - Winter Arctic Market
    - Culture Connections
    - Community Engagement
    - Arctic Development Expo
    - Sunrise Festival
    - TOI Online Business Directory
- Attended Online Events, Forums, & Conferences
  - NWTT Annual AGM & Workshops
  - Arctic Resiliency Forum



**COMMUNITY SERVICES DEPARTMENT  
REPORT TO COMMITTEE OF THE WHOLE  
NOVEMBER 2020**

**COMMUNITY SERVICES OVERVIEW (Lise Saumur – Director of Community Services)**

November saw the resignation of Kolin Murray, Manager of Library Services. While we wish Kolin and Weronika the best in their new endeavours, we are certainly going to miss Kolin's involvement and impact, as the Manager of Library Services, as a valued employee and co-worker, as well as his many contributions as a volunteer and member of our community.

We also face the absence of Steve Krug for the next nine months as he leaves for paternity leave to spend time with his new baby girl.

Accolades go to all the Front Desk Staff who have weathered through all the changes Covid-19 has posed on our general operations. The staff have been great through and through in juggling ever changing protocols with a smile behind the mask.

**CONFERENCE ACTIVITIES REPORT (Lise Saumur – Director of Community Services)**

**Bookings:**

**Community Hall**

- Judo – 5 days
- Inuvik Girl Guides – 5 days
- Boot Camp – 1 day
- Emergency Warming Centre – meetings – 2 days
- Private Rental – 1 day
- Inuvik Community Events Society – Bingo Cards – 1 day
- Inuvik Hunters and Trappers Committee – AGM – 1 day
- GNWT – Environment and Natural Resources – meeting – 1 day
- Inuvik Minor Hockey Association – AGM – 1 day
- Great Norther Arts Society – Craft Fair – 3 days
- Recreation, Parks, Library Advisory Committee – meeting – 1 day

**Community Lounge**

- Boot Camp – 7 days
- Make Way Charitable Society – training workshop – 3 days

**Sundog Room**

- Inuvik Housing Authority – meeting – 1 day
- Private Rental – 1 day
- Town of Inuvik – meetings – 6 days

**MSC MAINTENANCE REPORT (Robin Langille – Recreation Facilities Foreman)**

For November 2020

Monitored Refrigeration Plants for Arena and Curling Club

Monitored boilers

Added glycol to boilers

Removal of snow at Municipal facilities

Sanding walkways and entrances of Municipal buildings

Roadside pick up

Cleaned and disinfected Fitness Centre, MSC, library, Town Office, and Fire Hall

Provided logistics for a number of events at the MSC

Ice maintenance at the MSC

Routine maintenance at the MSC

Replace brine pump coupler

**LIBRARY SERVICES REPORT (Kolin Murray – Library Services Manager)****Library Services Report****November 2020****November Summary**

- The library is **open at 9:30 AM five days a week**. We are open until 8PM two evenings a week.
  - Monday 9:30 AM – 8:00 PM (closed 12-1)
  - Tuesday 9:30 AM – 5 PM (closed 12-1)
  - Wednesday 9:30 PM – 8:00 PM (closed 12-1)
  - Thursday 9:30 AM – 5 PM (closed 12-1)
  - Friday 9:30 AM – 5 PM (closed 12-1)
  - Saturday 1:00 PM – 5:00 PM
- **Covid-19 Precautions**
  - Library staff and users are adhering to all COVID-19 precautions and procedures as outlined in the Town's 'Emerging Wisely' plan.
  - We have been approved to vary from the Territorial health regulations to increase our capacity. After school programming will resume with a new maximum capacity of 29 users, including staff. **Patrons book appointments by email, phone, or our web form available at [inuvik.ca/library](http://inuvik.ca/library).**
- The **Vicki Billingsley Community Room** had two free bookings for eligible community groups this month.
- Library staff invigilated one examination for the Canadian Nurses Association in November.
- **Zero Tolerance Reports in October: 0**

- **Dolly Parton Imagination Library**
  - New Registrations this month: **1**
  - Total graduated since program inception: **53**
  - Active Registrants: **109** (The Dolly Parton Imagination Library sends free books to children registered in our postal code until age 5. Registration forms are available at the library.)

#### Circulation Report

Circulation and loan statistics as well as visitor totals and demographics will be tallied for November and December for presentation in the Community Services report in January.

#### Programming Report

##### After School Programs:

We are pleased to announce the resumption of free after school programming at the library. The Town of Inuvik has applied and been approved to increase our library capacity to 29 persons including staff to accommodate the after-school program. This will allow us to operate after school programming and welcome adult visitors to the library after school, all while adhering to health restrictions.

**After school programming officially resumed on November 23.** We have spots available for children aged 7-12 to take part in activities at the library from 3:30 to 5:00 PM on school days.

##### Inuvik Book Club:

The Inuvik Book Club met at 7PM on November 16 to discuss “Drive Your Plow Over the Bones of the Dead” by Olga Tokarczuk.

Their next meeting will be at **7PM on December 21** in the Vicki Billingsley Community Room to discuss “Small Beauty,” by Jia Qing Wilson-Yang.

##### Books in the Home

Books in the Home continues in mixed/online format. Families come on Wednesdays to pick up an individual craft kit and a free book. At 6:30PM, the story reading video airs on our YouTube Channel and is shared to the Town of Inuvik Facebook page.

Date	Kids	Adults	Activity	Book	Author	Theme
<b>4 November</b>	15	9	Cut and paste penguin	Lost and Fond	Oliver Jeffers	Penguin
<b>10 November</b>	17	9	Decorate peace sign	I Am Peace	Susan Verde	Remembrance Day
<b>18 November</b>	16	9	Christmas Crafts	The Littlest Reindeer	Brandi Dougherty	Christmas
<b>Total</b>	<b>48</b>	<b>27</b>				

<b>Manager's Note</b>
-----------------------

After seven years in town and five years working for the Town of Inuvik, I am resigning my position at the library and moving to Whitehorse at the end of the year. It has been my great joy to serve the needs of our busy little space, and I know that this library will continue to thrive as it serves the members of this great community. Thank you and all the best!

-- Kolin Murray

### **POOL REPORT (Lise Saumur, Director of Community Services)**

Full time pool staff continue to assist the facilities staff with ongoing maintenance and custodial requirements.

### **RECREATION REPORT (Lise Saumur – Director of Community Services)**

Recreation Report  
November 2020

#### Recreation Co-ordinator

Steve Krug will be on paternity leave until August 30, 2021.

#### Boot Camp

The Boot Camp Program ended for this year on December 3<sup>rd</sup>. The program will resume on January 4, 2021. The program was well attended with 154 participants over 19 classes.

#### Judo

Facility use by the Judo Club ran well with no issues reported. They were able to modify their Sunday program to evening hours on the weekend of the GNAS Craft Fair so that the youth still had their class that day.

#### Inuvik Girls Guides

The Inuvik Girl Guides/Brownies/Sparks use of the Community Hall on Mondays has also run extremely well with no issues reported.

#### Holiday Light-up and Decorating Contest

The judging for the Holiday Light-up and Decorating Contest will take place on December 10, 2020.

#### Bill Mero Memorial Volunteer Appreciation Award

Nominations for the 2020 Bill Mero Memorial Volunteer Appreciation Award closes on December 16, 2020. The Recreation, Parks, Library Advisory Committee will meet on December 17, 2020 to review submission.



### Children's Present Pick Up

Since we are not able to have our annual Children's Christmas Party, we will be holding a "Children's Present Pick-up" event where families register for an appointment time to drive by the Fitness Centre parking lot with their children to pick up their presents. Santa will be on hand to wave to the children as they drive through. We have over 164 children registered to date. The date and time was changed from the original posting. Everyone who had already registered were contacted and given new appointment times. We have a few children who will be isolating with their families and not able to attend, so we are making arrangements to drop their gifts at their front door. We also scheduled walk-in appointment times for people who do not have access to a vehicle to walk over to pick up their presents.

### Drive-Thru Reverse Christmas Parade

This year we are planning a drive-thru reverse parade where the floats will be stationary around the Midnight Sun Complex Parking lot. People will drive through the parking lot to view the floats. For those who don't have a vehicle, we have made arrangements for pick-up/drop-off locations where people can register for a pick-up time and arrangements will be made to have them pick-up so they can also drive-thru to view the parade.

### Arena / Squash / Fitness Centre

Arena shinney, public skating, and family skating continue to do well. All program participants must book appointments to attend. The public has responded to this requirement extremely well.

Squash is starting to make a come back since the approval of Squash Bubbles. We are seeing several new participants forming bubbles for play.

The MSC fitness Centre remains popular. Although, morning appointments have declined since the start of October. The afternoon and evening appointment times are usually full. Weekends typically see an increase of cancelled appointments.

Statistical use of the Arena, Squash, and Fitness Centre will be presenting in the December Community Services report in January.

### Ice Groups

With the exception of Speed Skating, all the ice groups are keep most if not all of their ice time over the Holiday Break. We have added in a few additional public and family skate over the break.

# Holiday Light-up and Decorating Contest

Have your  
displays on!

## REMINDER

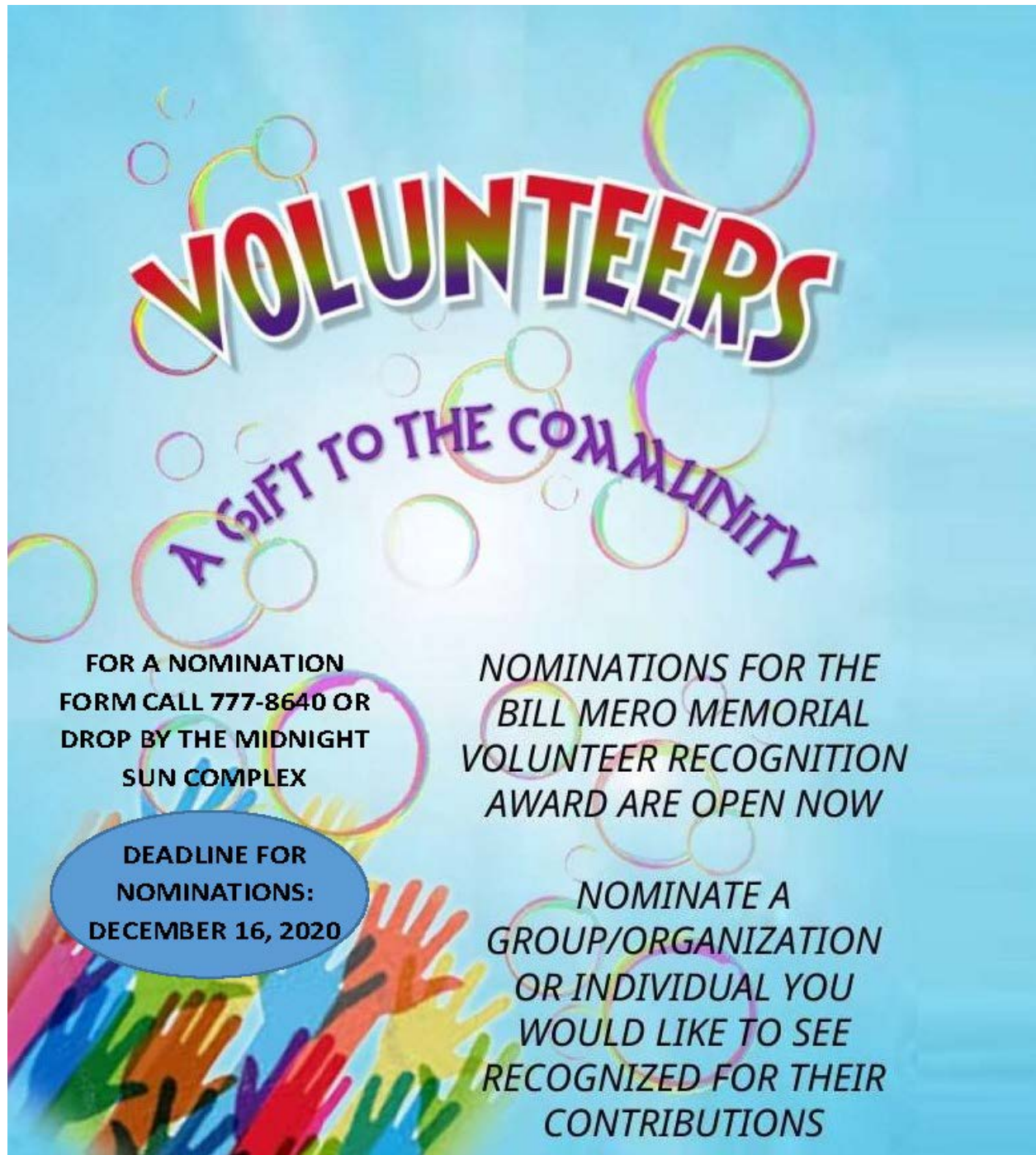
**Judging**

Judges will be viewing displays  
on Thursday December 10th  
between 6:30 PM -8:00 PM

**On the Land / Camp – New Category**  
**SEND US YOUR PHOTOS**

Email your pictures to:  
[mscfrontdesk@inuvik.ca](mailto:mscfrontdesk@inuvik.ca)  
by 5:00 PM on December 10th





# VOLUNTEERS

## A GIFT TO THE COMMUNITY

FOR A NOMINATION  
FORM CALL 777-8640 OR  
DROP BY THE MIDNIGHT  
SUN COMPLEX

DEADLINE FOR  
NOMINATIONS:  
DECEMBER 16, 2020

NOMINATIONS FOR THE  
BILL MERO MEMORIAL  
VOLUNTEER RECOGNITION  
AWARD ARE OPEN NOW

NOMINATE A  
GROUP/ORGANIZATION  
OR INDIVIDUAL YOU  
WOULD LIKE TO SEE  
RECOGNIZED FOR THEIR  
CONTRIBUTIONS



# Children's Present Pick Up

## ★ Date/Time Change ★

**Saturday, December 19th**  
**3:00 pm - 5:00 pm**

Drive-Thru present pick up for Children 12 & under

By appointment, 10 slots/ appointment time

Starting at 3:00 pm, every 15 minutes

Call 777-8640 to book your appointment

MSC Community Hall/ Fitness Centre parking lot.

Enter off Gwich'in Road by Youth Centre.

Please stay in your vehicles.

Made with PosterMyWall.com



# Drive-Thru Reverse Holiday Parade

**SUNDAY DECEMBER 20th**  
**1:00 PM - 3:00 PM**

**PARADE DETAILS**

A one-way DRIVE - THRU parade, taking place in the MSC parking lot.  
Enter off Gwich'in Rd, Exit on Bompas St.  
No foot traffic permitted- Residents must stay in their vehicles to view the floats.  
Drivers - no stopping while proceeding through the route please.  
You should only have members from your household in your vehicle.

**REGISTRATION FOR FLOAT ENTRIES**

Simply call: 777-8640 or by email to: [mscfrontdesk@inuvik.ca](mailto:mscfrontdesk@inuvik.ca)  
All entries must be registered to be eligible for prizes  
Residential & Commercial/ Business Categories - CASH PRIZES from \$ 200 to \$ 1000

**TAXI ROUTE**

No vehicle, No Problem. We will provide taxis by appointment for pick-up and drop-off at Ingamo Hall and Hospital parking lots only. Special arrangements available for elders.

Call the MSC Front Desk at 777-8640  
to book your taxi appointment time.


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**TOWN OF INUVIK**  
Our Community • Our Spirit






ROY ‘SUGLOO’ IPANA MEMORIAL ARENA  
2020-2021 Arena **HOLDIAY** Schedule

	MON	TUES	WED	THUR	FRI	SAT	SUN
DECEMBER	21	22	23	24	25	26	27
9:00 am	<b>PLEASE NOTE:</b>  DUE TO RESTRICTIONS OF OUR SPECIAL PERMISSION FOR RETURNING TO SKATE AND PLAY, SPECTATORS ARE NOT PERMITTED TO ATTEND ANY ICE SESSION  DROP-IN HOCKEY, PUBLIC SKATING, FAMILY SKATE, AND PARENT/TOT/ELDER SKATE <u>MUST</u> BOOK A SPOT/APPOINTMENT BY CALLING 777-8640 TO BE ABLE TO ATTEND.		<b>BLEACHERS</b> FREE PARENT/TOT & ELDER SKATE 10:00 - 11:30 AM	<b>Fitness Centre Open by Appt.</b>  7:30 am – 9:00 am 9:30 am – 11:00 am 11:30 am – 1:00 pm 1:30 pm – 3:00 pm 5:00 pm – 6:30 pm		<b>Fitness Centre Open by Appt.</b>  7:30 am – 9:00 am 9:30 am – 11:00 am 11:30 am – 1:00 pm 1:30 pm – 3:00 pm 5:00 pm – 6:30 pm	
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7:30	<b>BLEACHERS</b> FREE FAMILY SKATE 6:45 PM – 7:45 PM	<b>BLEACHERS</b> MH U11 6:45 PM – 7:45 PM	<b>BLEACHERS</b> MH U13 6:30 PM – 7:30 PM			<b>DRESSING RM</b> MH U19/REC 7:80 PM – 8:00 PM	<b>BLEACHERS</b> MH U19/ REC. HOCKEY 8:15 PM – 9:15 PM
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PLEASE NOTE: SCHEDULE SUBJECT TO CHANGE



ROY 'SUGLOO' IPANA MEMORIAL ARENA  
2020-2021 Arena **HOLIDAY** Schedule

	MON	TUES	WED	THUR	FRI	SAT	SUN									
DEC. / JAN.	28	29	30	31	1	2	3									
9:00 am	<b>PLEASE NOTE:</b>  DUE TO RESTRICTIONS OF OUR SPECIAL PERMISSION FOR RETURNING TO SKATE AND PLAY, SPECTATORS ARE NOT PERMITTED TO ATTEND ANY ICE SESSION  DROP-IN HOCKEY, PUBLIC SKATING, FAMILY SKATE, AND PARENT/TOT/ELDER SKATE MUST BOOK A SPOT/APPOINTMENT BY CALLING 777-8640 TO BE ABLE TO ATTEND.			<b>Fitness Centre Open by Appt.</b>  7:30 am – 9:00 am 9:30 am – 11:00 am 11:30 am – 1:00 pm 1:30 pm – 3:00 pm 5:00 pm – 6:30 pm	<b>MSC CLOSED</b>	<b>Fitness Centre and Squash Courts Open by Appt.</b>										
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PLEASE NOTE: SCHEDULE SUBJECT TO CHANGE

# **MONTHLY REPORT**

## **Protective Services**

### November 2020





## **FIRE DEPARTMENT SUMMARY**

### **OPERATIONS**

Operations continue to align with the Emerging Wisely Orders from the CPHO. Risk mitigation plans have been implemented for essential operations, as well as training activities. Regular maintenance and inspections continued.

### **PUBLIC ENGAGEMENT AND PREVENTION**

With the coming of colder weather, firefighters enthusiastically began flooding the Ingamo Rink for the neighbourhood kids. Required fire drills were completed.

### **TRAINING**

During the month of November, the focus of training was firefighter emergencies, including survival tactics and caring for a downed firefighter.

### **EMERGENCY RESPONSE**

The Fire Department responded to 8 incidents in November. These included Mutual Aid for rescue and lift assist, a motor vehicle collision, fire calls, mischief, and alarm calls.

### **INCIDENTS**

<b>Number</b>	<b>Date</b>	<b>Time</b>	<b>Description</b>	<b># responders</b>
FD20-069	11/01/20	16:29	Fire Call – dumpster Bonnetplume	6
FD20-070	11/06/20	20:39	MVC Duck Lake/TOI Pump House	1
FD20-071	11/10/20	21:57	Mischief – pull station Singles Residence	1
FD20-072	11/13/20	23:45	Chimney Fire – sparks report from passerby	7
FD20-073	11/16/20	1900	Rescue – Mackenzie Channel 25km	3
FD20-074	11/20/20	18:20	Mutual Aid – lift assist	3
FD20-075	11/23/20	20:51	Outside Fire – down by river – false (light reflection)	9
FD20-076	11/30/20	08:09	Alarm Call – Mountain View	4

### **TRAINING**

<b>Date</b>	<b>Description</b>	<b># personnel</b>
11/04/20	Firefighter Survival – 2 storey ladder bails, entrapment, wall breach	14
11/11/20	Firefighter Survival – Denver drills	15
11/18/20	Firefighter Survival – Firefighter CPR, drags and carries	17
11/25/20	Monthly Equipment and Apparatus Inspection	20

### **PUBLIC EDUCATION/PREVENTION/MAINTENANCE**

<b>Date</b>	<b>Description</b>	<b># personnel</b>
multiple	Ingamo Hall Ice Rink Flooding	10
11/11/20	Remembrance Day Ceremony	2

## MUNICIPAL ENFORCEMENT SUMMARY

PO Waighorn was out of the Territory for a family emergency followed by a two-week isolation period meaning on the road exposure was limited to the end of November. In that time, focus was placed mainly on the school zone. With the fast-approaching darkness Municipal Enforcement prioritized pedestrian safety. Repairs were completed on the mobile speed display sign meaning it will be used starting the beginning of December to remind drivers to slow down.

Municipal Enforcement investigated reports of an encampment in the area of Boot Lake Trail and Duck Lake park. It was confirmed that the East Three School On the Land Program is operating at its regular, approved location. Further investigation found the remains of an encampment in another area by the river. The items have been removed to discourage camping or dumping in that area.

Two animals remained in the pound at the beginning of the month, both of which were sent South for rescue. At the end of November there were no dogs in the pound.

## COMPLAINT RESPONSE

Report Type	Activity/Incident Type	Total
Case Report	ANIMAL CONTROL: UNLICENCED DOG	1
Case Report	ANIMAL CONTROL: ALLOW DOG TO BE AT LARGE	2
Case Report	ANIMAL CONTROL: CRUELTY/ NEGLECT	1
Case Report	ANIMAL CONTROL: OTHER	1
Case Report	TRAFFIC PARKING: PARK WHERE PROHIBITED	1
Case Report	TRAFFIC PARKING: ABANDON MOTOR VEHICLE	1
Case Report	TOWN PROPERTY: OTHER	1
Citation	FAIL TO STOP AT STOP SIGN	1
Citation	OPERATION OF MV W/OUT INSURANCE	1
Citation	USE OF RESTRICTED HANDHELD DEVICE WHILE DRIVING	1
Citation	OPERATION OF MV W/OUT REGISTRATION	3

## PROACTIVE ENGAGEMENT

Report Type	Activity/Incident Type	Total
Field Report	PUBLIC EDUCATION	1
Field Report	SCHOOL ZONE PATROL	4

Respectfully Submitted,

Peace Officer Aaron Waighorn  
Cynthia Hammond, Director of Protective Services

STRATEGIC PRIORITIES CHART    DECEMBER 2020

COUNCIL PRIORITIES

<b>NOW</b> 1. <b>PARKS &amp; TRAILS:</b> Long-term Plan 2. <b>OPERATIONAL REVIEW &amp; HR MANUAL</b> 3. <b>ENVIRONMENTAL:</b> Town Practices Review 4. <b>INTEGRATED COMMUNITY SUSTAINABILITY PLAN:</b> Update 5. <b>SCHOOL ZONE AND PARKS &amp; PLAYGROUNDS SPEED LIMITS</b>		<b>TIMELINE</b> 1. February 2021 2. February 2021 3. TBA 4. March 2021 5. TBA
<b>NEXT</b>  • TBA	<b>ADVOCACY / PARTNERSHIPS</b>  <div>• <i>Peggy Curtis Field Development (GNWT)</i> • <i>Quarterly RCMP Liaison</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></div> <div>• <i>Public Utility Council Rate Reviews</i> • <i>Mental Health Services (GNWT)</i> • <i>College Changes (GNWT)</i> • <i>Invite MP to Council Meetings (FEDs)</i> • <i>Increased Communication when Ministers Visiting (GNWT)</i> • <i>Inuvialuit Energy Security Project</i></div>	

OPERATIONAL STRATEGIES

<b>ECONOMIC DEVELOPMENT &amp; TOURISM</b> 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	<b>FINANCE &amp; ADMINISTRATION</b> 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
<b>PUBLIC WORKS &amp; INFRASTRUCTURE</b> 1. <b>PARKS &amp; TRAILS:</b> Long Term Plan – Feb 2021 2. <b>BREYNAT ROAD:</b> Redesign Cost Estimate – Nov 2020 3. <b>UTILIDOR: SCADA &amp; Funding – Dec 2020</b> • Utilidor Replacement Schedule – Sept 2020 • Roads Maintenance Manual – Complete • Road Plan: 3-Year Priorities – Complete	<b>COMMUNITY SERVICES</b> 1. <b>RECREATION FACILITY:</b> 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
<b>SENIOR ADMINISTRATION OFFICER</b> 1. <b>OPERATIONAL REVIEW &amp; HR MANUAL – February 2021</b> 2. ICSP Review – March 2021 3. ATIPP Implementation – June 2022 • ENVIRONMENTAL: Practices Review – Committee • Land Administration Agreement Review • Council Indemnity By-law Review	<b>PROTECTIVE SERVICES</b> 1. Emergency Management Plan Review – Dec 2020 2. MED Mentorship/New hire – Jan 2021 3. <b>DERELICT BUILDINGS: Options &amp; Enforcement – Dec 2020</b> • 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
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**BOLD CAPITALS** = Council NOW Priorities; **CAPITALS** = Council NEXT Items; *Italics* = Advocacy; Title Case = Operational Strategies

## NWT Scientific Research Licence # 16759 Issued

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Please be advised that the NWT Scientific Research Licence has been issued to Heather Asthorn for the project entitled: ABEKS - Community Based Ecological Monitoring Program. The Notification of Research summarizing the researcher's activities and locations is attached.

Thank you,  
Manager, Scientific Services  
Aurora Research Institute  
Tel: (867) 777-3298  
[licence@nwtresearch.com](mailto:licence@nwtresearch.com)  
[polar.nwtresearch.com](http://polar.nwtresearch.com)



November 24, 2020

## Notification of Research

I would like to inform you that Northwest Territories Scientific Research Licence No. 16759 has been issued to:

Heather Ashthorn  
Arctic Borderlands Ecological Knowledge Society  
PO BOX 33251  
Whitehorse, YT  
Y1A 6S1, Canada  
Phone: (867) 633-6770  
Email: arcticborderlands@gmail.com

to conduct the following study:

**ABEKS - Community Based Ecological Monitoring Program (4632)**

Please contact the researcher if you would like more information about this research project.

### Summary of Research

This licence has been issued for the scientific research application No.4632.

The objective of this project is to document and assess changing environmental conditions in the range of the porcupine caribou herd and adjacent coastal and marine ecosystems and to share information for co-management.

Community based monitors are selected by local Renewable Resource Boards (RRCs) or Hunters and Trappers Committee (HTCs). The monitors use a survey instrument developed throughout the history of the program and work with their RRC/HTC to select local experts for interviews. The monitors interview the experts and upload answers into an online database. Data is then cleaned and sorted by DataPath Systems and made available upon request. Researchers and others may apply for access. The RRC/HTC in the community that data is requested from reviews the applications and approves or denies access. Arctic Borderlands Ecological Knowledge Society (ABEKS) is currently working on a data migration plan with the Joint Secretariat to ensure ongoing access and use within existing government program and structures and is seeking the same with Gwich'in led structures.

ABEKS produces a community monitor report at the end of each monitoring season. Monitors consult their communities to select data that is presented in the report. All reports are made available on the ABEKS website and shared with all participants, partners and funders. ABEKS hosts gatherings whenever funding allows. This is the primary instrument for communicating results and engaging with communities in strategic planning. ABEKS communicates regularly with the

RRC/HTCs to ensure that all aspects of the program are developed in partnership.

The fieldwork for this study will be conducted from November 24, 2020 to December 31, 2020.  
Sincerely,

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Jonathon Michel  
Manager, Scientific Services

**Distribution**

- Inuvialuit Community Development Division
- Hamlet of Aklavik
- Inuvik Hunters and Trappers Committee
- Town of Inuvik
- Hamlet of Tuktoyaktuk
- Gwich'in Renewable Resources Board
- Gwich'in Tribal Council
- GTC Department of Cultural Heritage
- Tsiigehtchic Charter Community Council
- Tsiigehtchic Charter Community Gwichya Gwich'in Band
- Hamlet of Fort McPherson
- Gwich'in Land Use Planning Board
- Inuvialuit Joint Secretariat