

AGENDA
TOWN OF INUVIK ~ COMMITTEE OF THE WHOLE AND REGULAR COUNCIL MEETINGS
TO BE HELD ON DECEMBER 13 AND 15, 2021
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**

4.1 RCMP Report

Report to be circulated.

Item # 5 **PUBLIC QUESTION PERIOD**

Item # 6 **ADOPTION OF THE MINUTES**

6.1 Minutes of the November 22 and 24, 2021 Council Meetings

Minutes attached. Requires motion to approve.

Item # 7 **ACTION ITEMS**

7.1 Action Items List

Document attached.

Item # 8 **NEW BUSINESS**

8.1 RFCD 2021-SAO-123 ~ 2022 Interim Operating and Capital Budget

Document attached. Requires motion to approve.

8.2 RFCD 2021-SAO-124 ~ Request for Approval of Conditional Use

Document attached. Requires council motion to approve.

8.3 RFCD 2021-SAO-125 ~ Appointment of Members to the By-law Review Committee

Document attached. Requires council motion to approve.

8.4 RFCD 2021-SAO-126 ~ Holiday Hours for Town Facilities

Document attached. Requires council motion to approve.

8.5 RFCD 2021-SAO-127 ~ 2022-2026 Solid Waste Disposal Facility Operations Contract

Document attached. Requires council motion to approve.

8.6 Request from Royal Canadian Legion McInnes Branch #220 for Approval to Use Lottery Proceeds

Item # 9 **BY-LAWS**

9.1 RFCD 2021-SAO-122 ~ Quarry By-law 2676/GEN/21

By-law attached. Requires THIRD AND FINAL READING.

Item # 10 **DEPARTMENT HEAD REPORTS**

10.1 Public Services Report

Report attached. Requires motion to adopt.

10.2 Protective Services Report

Report attached. Requires motion to adopt.

10.3 Senior Administrative Officer's Report

Report attached. Requires motion to adopt.

10.4 Capital Projects Report

Report attached. Requires motion to adopt.

10.5 Financial Report

Report attached. Requires motion to adopt.

10.6 Economic Development and Tourism Report

Report attached. Requires motion to adopt.

10.7 Community Services Report

Report to be circulated. Requires motion to adopt.

Item # 11 **INFORMATION ITEMS**

11.1 Strategic Priorities Chart

Document attached. For information only.

11.2 Aurora Research Institute ~ Various Research Projects

Document attached. For information only.

Item # 12 **COUNCIL CONCERNS**

Item #13 **IN CAMERA ITEMS**

13.1 Confidential Personal Information - CTV Act, s.23 (3) (c)

Item # 14 **ADJOURNMENT**

MINUTES
TOWN OF INUVIK ~ COMMITTEE OF THE WHOLE AND REGULAR COUNCIL MEETINGS
HELD ON NOVEMBER 22 AND 24, 2021
AT 7:00 P.M. via VIDEO CONFERENCE

Present:	<u>Monday</u>	<u>Wednesday</u>
Mayor:	Clarence Wood	
Deputy Mayor:	Natasha Kulikowski	Natasha Kulikowski
Councillors:	Donovan Arey	Donovan Arey
	Tony Devlin	Tony Devlin
	Grant Gowans	Grant Gowans
	Jesse Harder	Jesse Harder
	Alana Mero	Alana Mero
Absent:	Mayor Clarence Wood (with notice on Wednesday) Councillor Alfred Moses (with notice on Wednesday) Councillor Kurt Wainman (with notice both meetings)	
Staff Present:	Grant Hood, Senior Administrative Officer (both meetings) Stephanie Sutton, Council Administrator (both meetings) Lise Saumur, Director of Community Services (both meetings) Jackie Challis, Director of Economic Development and Tourism (both meetings) Rick Campbell, Director of Public Services (Monday) Chidi Amobi, Director of Finance (both meetings) Cynthia Hammond, Director of Protective Services (both meetings)	
Others Present:	Kayla Hansen-Craik (Monday)	

Item # 1

CALL TO ORDER

Mayor Wood called the committee of the whole meeting to order at 7:00 p.m. Deputy Mayor Kulikowski called the regular Council meeting to order at 7:00 p.m.

Item # 2

ADOPTION OF THE AGENDA

Moved by Councillor Devlin, seconded by Councillor Gowans:

MOTION: 219/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby adopts the agenda with the following noted addition: Item 8.17 ~ Appointment of Town Representative to the Inuvik Internet Exchange Society Board of Directors.”

Motion **CARRIED**.

MINUTES

*Inuvik Town Council Meetings
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Item # 3 **DECLARATION OF CONFLICT OF INTEREST OR PECUNIARY INTEREST**

Councillor Harder declared conflict with Item 8.1. Deputy Mayor Kulikowski declared conflict with Item 8.17.

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

There were no delegations, presentation, or petitions.

Item # 5 **PUBLIC QUESTION PERIOD**

There were no questions.

Item # 6 **ADOPTION OF THE MINUTES**

6.1 Minutes of the November 8 and 10, 2021 Council Meetings

Moved by Councillor Gowans, seconded by Councillor Devlin:

MOTION: 220/11/21 “BE IT RESOLVED THAT hereby adopts the minutes of the November 8 and 10, 2021 Council meetings as presented.”

Motion **CARRIED**.

Item # 7 **ACTION ITEMS**

7.1 Action Items List

It was agreed to remove items that were nearing completion.

Item # 8 **NEW BUSINESS**

8.1 RFCD 2021-SAO-106 ~ Approval of Amendments to Fees and Charges Policy FM.021

Councillor Harder declared conflict and disconnected from the calls both evenings.

Councillor Devlin inquired why fees for the Midnight Sun Complex had not changed in the past 15 years despite inflation. SAO Hood stated that fees have been discussed over the years and it was decided that given the community’s difficult economic times, it was best not to increase them to give residents some affordable recreation options and to try to attract more conferences to the community. It was suggested to review fees during the budget session on December 4.

Moved by Councillor Arey, seconded by Councillor Gowans:

MOTION: 221/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby adopts the amended Fees and Charges Policy FM.021 Schedule A as presented.”

Motion **CARRIED**.

8.2 RFCD 2021-SAO-107 ~ Approval of Quarry Permit Application Form

Moved by Councillor Harder, seconded by Councillor Mero:

MOTION: 222/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby approves the Quarry Permit Application Form as presented.”

Motion **CARRIED**.

8.3 RFCD 2021-SAO-108 ~ Approval of Quarry Permit Form

Moved by Councillor Gowans, seconded by Councillor Arey:

MOTION: 223/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby approves the Quarry Permit Form as presented.”

Motion **CARRIED**.

8.4 RFCD 2021-SAO-109 ~ Request from Royal Canadian Legion McInnes Branch #220 for Approval to Use Lottery Proceeds

On Monday, Ms. Hansen-Craik spoke to the request from the legion for approval from Council to utilize lottery funds to offset its operating costs, noting difficulties caused by lost fundraising opportunities and limited revenues during the pandemic.

Questions from Council included whether the legion intended to borrow funds from lottery revenues and replace them later when its financial situation improves, and what other funding sources had been explored. Ms. Hansen-Craik confirmed that other options had been discussed, however non-profits were largely disqualified from many national funding sources and legion funding has been managed and dispersed through its national organization. She stated that the legion has been attempting to recruit an executive director for more than a year and acknowledged that funding opportunities may have been missed due to the vacancy.

On Wednesday, a response from the legion to questions raised on Monday was noted. Councillor Devlin stated that he was concerned about setting precedent in approving this request and that he was uncertain whether Council could grant the request within the parameters of the Town’s lottery regulations. SAO Hood stated that most of the money

was earned through chase the ace style lotteries held prior to them being included in the Town's current lottery regulations.

Councillor Mero inquired if the legion had provided a full financial statement to the Town to help determine whether other sources of income or savings were available. SAO Hood confirmed that the Town's regulations apply only to lottery events licensed by the Town.

Administration was directed to request that the legion provide the lottery dollar amount raised prior to the date when the Town's current Lottery Regulations came into effect.

Moved by Councillor Gowans, seconded by Councillor Mero:

MOTION: 224/11/21 "BE IT RESOLVED THAT Inuvik Town Council hereby defers the decision on the Royal Canadian Legion McInnes Branch #220's request for approval to use lottery proceeds and directs Administration to seek confirmation from the legion on lottery amounts raised from licensed events prior to the enactment of the Town's current Lottery Regulations."

Motion **CARRIED**.

8.5 Discussion of Council Committee Structure

On Monday, SAO Hood explained that the previous Council decided to postpone holding some of the regular monthly committee meetings and to hold them only when required. He stated that some committees are regulated by other legislation or by-laws, and in some cases have public members.

After some discussion, it was agreed to continue holding them on an ad hoc basis and to revisit the decision during the strategic planning session in February.

8.6 RFCD 2021-SAO-110 ~ Appointment of Members to the Administration Committee

Moved by Councillor Mero, seconded by Councillor Devlin:

MOTION: 225/11/21 "BE IT RESOLVED THAT Inuvik Town Council hereby appoints the following councillors to the Administration Committee for a three (3) year term expiring at the end of Council's term of office: Tony Devlin, Grant Gowans and Donovan Arey."

Motion **CARRIED**.

8.7 RFCD 2021-SAO-111 ~ Appointment of Members to the Public Works Committee

Moved by Councillor Gowans, seconded by Councillor Harder:

MOTION: 226/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby appoints the following councillors to the Public Works Committee for a three (3) year term expiring at the end of Council’s term of office: Jesse Harder, Donovan Arey and Grant Gowans.”

Motion **CARRIED**.

8.8 RFCD 2021-SAO-112~ Appointment of Members to the Recreation, Parks and Library Advisory Committee

Moved by Councillor Gowans, seconded by Councillor Mero:

MOTION: 227/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby appoints Tony Devlin to the Recreation, Parks and Library Advisory Committee for a three (3) year term expiring at the end of Council’s term of office.”

Motion **CARRIED**.

8.9 RFCD 2021-SAO-113 ~ Appointment of Member to the Lottery Committee

Moved by Councillor Arey, seconded by Councillor Devlin:

MOTION: 228/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby appoints Alana Mero to the Lottery Committee for a three (3) year term expiring at the end of Council’s term of office.”

Motion **CARRIED**.

8.10 RFCD 2021-SAO-114 ~ Appointment of Members to the By-law Review Committee

On Wednesday, several councillors advised that they would not be available to meet during the committee’s regular daytime schedule. Administration was directed to bring forward meeting scheduling options for consideration prior to appointing the committee’s members.

Moved by Councillor Gowans, seconded by Councillor Arey:

MOTION: 229/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby defers the appointment of members to the By-law Review Committee and directs Administration to provide meeting scheduling options outside of regular work hours for consideration.”

Motion **CARRIED**.

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8.11 RFCD 2021-SAO-115 ~ Appointment of Members to the Economic Development Committee

Moved by Councillor Mero, seconded by Councillor Arey:

MOTION: 230/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby appoints the following councillors to the Economic Development Committee for a three (3) year term expiring at the end of Council’s term of office: Grant Gowans, Tony Devlin, and Jesse Harder.”

Motion **CARRIED**.

8.12 RFCD 2021-SAO-116 ~ Appointment of Members to the Naming Committee

Moved by Councillor Gowans, seconded by Councillor Arey:

MOTION: 231/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby appoints the following councillors to the Naming Committee for a three (3) year term expiring at the end of Council’s term of office: Alana Mero, Tony Devlin, and Natasha Kulikowski.”

Motion **CARRIED**.

8.13 RFCD 2021-SAO-117 ~ Approval of 2022 Council and Committee Meeting Schedule

On Wednesday, a revised meeting schedule was circulated. It was noted that the Town was working on ways to livestream Council meetings in preparation for a return to in-person meetings in the new year.

Moved by Councillor Devlin, seconded by Councillor Arey:

MOTION: 232/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby approves the 2022 Council and Committee Meeting Schedule as presented.”

Motion **CARRIED**.

8.14 RFCD 2021-SAO-118 ~ Appointment of Judges for the Annual Holiday Light-up & Decorating Contest

Moved by Councillor Gowans, seconded by Councillor Mero:

MOTION: 233/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby appoints the following councillors to the Holiday Light-up and Decorating Contest Judging Committee for a three (3) year term expiring at the end of Council’s term of office: Jesse Harder and Donovan Arey.”

Motion **CARRIED**.

8.15 RFCD 2021-SAO-119 ~ Appointment of Member to the Partners for Climate Protection Program

Moved by Councillor Devlin, seconded by Councillor Arey:

MOTION: 234/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby appoints Grant Gowans to represent the Town of Inuvik in the Partners for Climate Protection (PCP) Program.”

Motion **CARRIED**.

8.16 RFCD 2021-SAO-120 ~ COVID-19 Vaccination Policy Discussion

Administration requested direction from Council on the development of vaccination policies for employees and visitors to Town facilities. Council was provided with information on the Government of the Northwest Territories and Government of Canada’s approaches to employee vaccination, as well as the City of Yellowknife, Town of Hay River, and City of London’s sample policies on vaccination requirements for entry to their facilities.

On Wednesday, considerable discussion took place about whether to require mandatory vaccination to access all Town facilities, and the risks, logistics, and management involved with permitting unvaccinated employees or visitors in Town facilities.

Moved by Councillor Devlin, seconded by Councillor Arey:

MOTION: 235/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby directs Administration to develop and bring forward for approval a COVID-19 vaccination policy modeled on the Government of the Northwest Territories and City of Yellowknife samples whereby visitors, employees and contractors be fully vaccinated to enter Town of Inuvik Facilities, excluding outdoor facilities.”

Motion **CARRIED**.

8.17 RFCD 2021-SAO-121 ~ Appointment of Town Representative to the Inuvik Internet Exchange Society Board of Directors

After brief discussion, Council felt there was no need for Deputy Mayor Kulikowski to vacate the chair as there was no pecuniary interest involved with her committee appointment.

Moved by Councillor Gowans, seconded by Councillor Arey:

MOTION: 236/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby appoints Deputy Mayor Natasha Kulikowski as Town Representative on the Inuvik Internet Exchange Society’s Board of Directors.”

Motion **CARRIED**.

Item # 9

BY-LAWS

9.1 RFCD 2021-SAO-103 ~ Borrowing By-law 2674/BORR/21 – Corporate Credit Card

Moved by Councillor Mero, seconded by Councillor Devlin:

MOTION: 237/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby gives **THIRD AND FINAL READING** to By-law 2674/BORR/21, a by-law to provide for the borrowing of \$250,000.00 during 2022.”

Motion **CARRIED**.

9.2 RFCD 2021-SAO-104 ~ Borrowing By-law 2675/BORR/21 – Municipal Line of Credit

Moved by Councillor Gowans, seconded by Councillor Devlin:

MOTION: 238/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby gives **SECOND READING** to By-law 2675/BORR/21, a by-law to provide for the borrowing of \$1,500,000.00 during 2022.”

Motion **CARRIED**.

Moved by Councillor Mero, seconded by Councillor Arey:

MOTION: 239/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby gives **THIRD AND FINAL READING** to By-law 2675/BORR/21, a by-law to provide for the borrowing of \$1,500,000.00 during 2022.”

Motion **CARRIED**.

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9.3 RFCD 2021-SAO-105 ~ Quarry By-law 2676/GEN/21

Moved by Councillor Gowans, seconded by Councillor Mero:

MOTION: 240/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby gives FIRST READING to By-law 2676/GEN/21, the Quarry By-law.”

Motion **CARRIED**.

Moved by Councillor Devlin, seconded by Councillor Arey:

MOTION: 241/11/21 “BE IT RESOLVED THAT Inuvik Town Council hereby gives SECOND READING to By-law 2676/GEN/21, the Quarry By-law.”

Motion **CARRIED**.

Item # 10 **DEPARTMENT HEAD REPORTS**

There were no reports.

Item # 11 **INFORMATION ITEMS**

11.1 Strategic Priorities Chart

For information only.

Item # 12 **COUNCIL CONCERNS**

On Monday, a brief discussion of sidewalk clearing responsibilities took place. SAO Hood confirmed that commercial properties are responsible for clearing sidewalks in front of their properties.

Item #13 **IN CAMERA ITEMS**

13.1 Confidential Legal Information - CTV Act, s.23 (3) (h)

Moved by Councillor Gowans, seconded by Deputy Mayor Kulikowski:

MOTION: 242/11/21 “BE IT RESOLVED THAT Inuvik Town Council move in camera at 7:49 p.m.”

Motion **CARRIED**.

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Moved by Councillor Devlin, seconded by Councillor Gowans:

MOTION: 243/11/21 “BE IT RESOLVED THAT Inuvik Town Council move out of camera at 8:03 p.m.”

Motion **CARRIED**.

Item # 14

ADJOURNMENT

The committee of the whole meeting adjourned at 8:03 p.m.

Moved by Councillor Gowans:

MOTION: 244/11/21 “BE IT RESOLVED THAT the regular Council meeting adjourn at 8:37 p.m.”

ACTION ITEMS

DECEMBER 13 AND 15, 2021 COUNCIL MEETINGS

No.	ITEM	REQUIRED ACTION	ACTION TAKEN / ANTICIPATED COMPLETION DATE
1.	By-law Review Committee appointments	Appoint members, confirm meeting schedule	December 13 & 15 Council meetings
2.	Legion Request to Use Lottery Funds for Operations	Administration to seek confirmation from the legion on lottery amounts raised from licensed events prior to the enactment of the Town's current Lottery Regulations	December 13 & 15 Council meetings
3.	COVID-19 Vaccination Policies for TOI facilities	Administration to develop and bring forward a vaccination policy modeled on the Government of the Northwest Territories and City of Yellowknife samples whereby visitors, employees and contractors be fully vaccinated to enter Town of Inuvik Facilities, excluding outdoor facilities	Policies to be developed following review of new vaccination availability for children. Estimated to come to Council in January 2022.
4.	Proposed Quarry By-law	By-law will be presented to Council for approval	Being presented for Third Reading at the December 13 & 15 Council meetings
5.	Accessibility issues Restrictions on ATV operation	Bring forward potential options to address accessibility issues/prohibited use of ATVs and other types of vehicles on Mackenzie and Kingmingya Roads Public engagement to gauge support for keeping or removing restrictions on ATV operations	Request still under review by Administration. Item will be deferred until January 2022.
6.	Food Cycle Science Corporation	Discuss potential Town participation in 12-week Impact Canada Pilot Program	Community engagement needed prior to discussing potential commitment.
7.	Ambulance Response Time & Community Orientation of New Staff	Mayor to bring item forward to the ambulance service provider	Letter sent by SAO on May 11, 2021. Correspondence received that they are looking into the matter. Mayor & SAO met with hospital COO and contracts administrator about issue. Awaiting response.
8.	Solid Waste Disposal Facility Operations Contract	Contract expires in December. Review terms & conditions, including 2-week annual free tipping period for commercial/industrial users.	Tender issued and closing on December 9. Bringing forward for award at the December 13 & 15 Council meetings
9.	Inuvik Girl Guides use of Community Hall	Donated use approved at October 13, 2021 Council meeting.	To be reviewed on or before March 1, 2022

ACTION ITEMS

DECEMBER 13 AND 15, 2021 COUNCIL MEETINGS

No.	ITEM	REQUIRED ACTION	ACTION TAKEN / ANTICIPATED COMPLETION DATE
10.	Rec Programming Community Survey	Community Services to create and initiate a survey seeking input into community recreation programming	Report being prepared. Target date: January 2022
11.	Ski Club Lease	Town has signed lease for property from GNWT. Property survey is required in order to move forward with land acquisition.	

REQUEST FOR COUNCIL DECISION

Meeting Dates: December 13 and 15, 2021

RFCD #: 2021-SAO-123

TOPIC

Town of Inuvik 2022 Interim Operating & Capital Budget

BACKGROUND

The attached budget was prepared by senior management and reviewed in greater detail by Council and senior staff on December 4. The budget requires formal approval prior to December 31, 2021.

FINANCIAL IMPLICATIONS

The 2022 interim operating and capital budgets represent the estimated planned operating and capital needs of the Town of Inuvik for the upcoming year. This budget reflects the funds that the Town requires to continue to provide the level of service that residents expect as well as to replace, repair and maintain the Town's aging infrastructure.

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 budget as presented via motion
2. Defeat the motion
3. Defer the item via motion with direction to Administration on how to proceed

RECOMMENDATION

Should Council wish to approve the budget as presented, the motion should be:

"BE IT RESOLVED THAT Inuvik Town Council hereby approves the 2022 Interim Operating and Capital Budget as presented."

Signature – Grant Hood, SAO



Town of Inuvik
Interim Operating Budget
For The Year Ended December 31, 2022, 2023, 2024

	2020 Actuals	2021 Budget	2021 October 31	2022 Budget	% Variance	2023 Forecast	% Variance	2024 Forecast	% Variance
REVENUES									
Administrative	\$ 12,420,942	\$ 7,766,073	\$ 5,737,038	\$ 7,905,373	1.8%	\$ 8,144,715	3.0%	\$ 8,385,200	3.0%
Protective Services	50,443	78,000	63,136	64,000	-17.9%	64,000	0.0%	64,000	0.0%
Public Works	38,998	20,000	20,000	25,000	25.0%	25,000	0.0%	25,000	0.0%
Environmental	972,102	465,000	422,738	495,000	6.5%	527,500	6.6%	562,708	6.7%
Economic Development/Tourism	62,992	78,900	158,522	152,500	93.3%	152,500	0.0%	152,500	0.0%
Utilities	3,308,983	3,300,413	2,610,054	3,350,900	1.5%	3,412,200	1.8%	3,475,300	1.8%
Recreation	301,941	312,920	222,405	258,300	-17.5%	336,350	30.2%	398,000	18.3%
Library	93,929	82,750	19,796	83,250	0.6%	83,255	0.0%	83,260	0.0%
Land	272,110	135,500	206,715	11,500	-91.5%	11,500	0.0%	11,500	0.0%
Fiscal	3,579,839	3,487,000	3,011,134	3,467,000	-0.6%	3,467,000	0.0%	3,467,000	0.0%
	\$ 21,102,279	\$ 15,726,556	\$ 12,471,537	\$ 15,812,823	0.5%	\$ 16,224,020	2.6%	\$ 16,624,469	2.5%
EXPENSES									
Administrative	\$ 7,597,301	\$ 3,134,143	\$ 1,799,757	\$ 3,138,442	0.1%	\$ 3,226,743	2.8%	\$ 3,251,716	0.8%
Protective Services	689,390	772,030	535,879	843,530	9.3%	860,776	2.0%	883,420	2.6%
Public Works	1,494,096	1,405,670	1,201,528	1,515,729	7.8%	1,527,187	0.8%	1,538,551	0.7%
Environmental	1,217,817	786,200	546,538	786,200	0.0%	786,200	0.0%	786,200	0.0%
Economic Development/Tourism	653,119	526,205	448,607	790,751	50.3%	743,872	-5.9%	762,666	2.5%
Utilities	3,329,789	3,082,864	2,520,337	3,049,250	-1.1%	3,002,403	-1.5%	3,029,492	0.9%
Recreation	3,085,539	3,521,014	2,173,248	3,611,670	2.6%	3,684,069	2.0%	3,759,218	2.0%
Library	453,883	445,944	334,301	466,091	4.5%	483,081	3.6%	501,462	3.8%
Land	221,276	111,300	117,719	100	-99.9%	100	0.0%	100	0.0%
Fiscal	943,429	808,000	667,492	801,000	-0.9%	801,000	0.0%	801,000	0.0%
	\$ 19,685,639	\$ 14,593,370	\$ 10,345,405	\$ 15,002,764	2.8%	\$ 15,115,430	0.8%	\$ 15,313,825	1.3%
Surplus / (Deficit)	\$ 1,416,640	\$ 1,133,186	\$ 2,126,132	\$ 810,059	-28.5%	\$ 1,108,590	36.9%	\$ 1,310,644	18.2%
Net Transfers to Capital Expenditures	\$ 342,518	\$ 1,133,186	\$ (822,965)	\$ 864,093	-23.7%	\$ 1,069,032	23.7%	\$ 1,259,971	17.9%
	\$ 342,518	\$ 1,133,186	\$ (822,965)	\$ 864,093	-23.7%	\$ 1,069,032	23.7%	\$ 1,259,971	17.9%
Surplus (Deficit) after Transfers	\$ 1,074,122	\$ (0)	\$ 2,949,097	\$ (54,034)	45662383%	\$ 39,558	-173.2%	\$ 50,673	28.1%
Amortization	\$ 1,810,909	\$ 3,380,000	\$ -	\$ 3,500,000	3.6%	\$ 3,500,000	0.0%	\$ 3,500,000	0.0%

REQUEST FOR COUNCIL DECISION

Meeting Dates: December 13 and 15, 2021

RFCD #: 2021-SAO-124

TOPIC

Duplex (side by side) Conditional Use

BACKGROUND

ISSUE: An application for Development Permit has been submitted by Parks Canada for the construction of a Duplex (side by side) on Carmichael Drive, Lots 25 and 26, Block 35, Plan 3834 (See Attachment 1)

- Ø The proposed development is in R1 – Residential Low-Density Zone (See Attachment 2). The development is listed as a conditional use of the Zone and therefore requires permission from Town Council to proceed.
- Ø As per the Zoning By-law 2583/P+D/15 Section 6.1(2):
 1. *Duplex dwelling is permitted as a Conditional Use in R1 – Residential Low Density*
- Ø R1 – Residential Low-Density Zone – the general purpose of this zone is to establish areas of low-density residential development on standard-size lots. The main permitted uses for this lot include:
 - a. Single detached dwelling;
 - b. Religious establishments;
 - c. Small parks and playgrounds which serve specific residential developments;
 - d. Home occupations;
 - e. Public or quasi-public buildings and uses serving the immediate area;
 - f. Public utility buildings and installations; and
 - g. Accessory buildings and uses to the above uses.
- Ø According to the Town's Zoning By-law, Conditional Uses are considered on their individual merits and circumstances by the Council and may be permitted on a specific site within a zone, provided that the use conforms to all regulations of the particular zone to which the use applies and provided the Council has given due consideration to adjoining land uses.
- Ø In reviewing and rendering a decision on this application for the development of a Conditional Use, Council shall have regard for the specific land use regulations outlined in the Town of Inuvik Zoning By-law No. 2583/P+D/15. The Specific Land Use Regulations apply to the uses included in Part Seven of the Zoning By-law, irrespective of the zone in which they are located. Where these regulations appear to be in conflict of the zone regulations (whether for a permitted or conditional use), the Specific Land Use Regulations shall take precedence and shall be applied in addition to the requirements of the zone.
- Ø Although Staff does not oppose this request, we would like to draw Council's attention to how the new construction is in keeping with the overall character of the neighbourhood. Does the design or overall architectural style of the new units as well as density, roof style, or even lot dimensions drastically alter the identifying features and architectural characteristics of the community along Carmichael Drive? Town Council needs to ensure compatibility between the new construction and existing units in the neighbourhood.
- Ø Council has the option of approving the required development as submitted, deny the approval, or approve the development with conditions.

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 four options:

1. Approve the conditional use as presented via motion
2. Approve the conditional use via motion with conditions
3. Defeat the motion
4. Defer the item via motion with direction to Administration on how to proceed

RECOMMENDATION

Should Council wish to approve the budget as presented, the motion should be:

"BE IT RESOLVED THAT Inuvik Town Council hereby approves the proposal to accommodate a Duplex unit (side by side) on Carmichael Drive (Lots 25 and 26, Block 35 Plan 3834)."

Signature – Development Officer _____

[Handwritten signature]

Reviewed by SAO: _____

[Handwritten signature]



TOWN OF INUVIK

Box 1160, #2 Firth Street, Inuvik NT, X0E 0T0
Phone: (867) 777-8600 Fax: (867) 777-8601

Construction

Application No. _____

Permit Fee. \$ _____

FORM 'A'

APPLICATION FOR A DEVELOPMENT PERMIT

Applicant Information (Please Print):

Name: <u>Alex Lothian</u>	Interest (if not owner): <u>Parks Canada Agency</u>
Telephone: <u>867 445-1680</u>	Email: <u>alex.lothian@canada.ca</u>
Mailing Address: <u>Box 1166, Yellowknife, NT, X1A 2N8</u>	

Owner Information (if different than applicant):

Registered Owner's Name: <u>Her Majesty the Queen in right of Canada</u>	
Telephone: <u>867 777-8800</u>	Email: <u>pc.infoinuvik-inuvikinfo.pc@canada.ca</u>
Mailing Address: <u>Western Arctic Field Unit P.O. Box 1840, Inuvik, Northwest Territories, X0E 0T0</u>	
<i>If the applicant is not the registered owner of the property, please submit a letter from the registered owner granting you permission to use the property for the intended use.</i>	

Property Information:

Address of Property to be Developed: <u>8 and 10 Carmichael Drive East</u>		
Zoning: <u>R1</u>	Lot# <u>25/26</u>	Block# <u>35</u> Plan# <u>3834</u> or Certificate of Title: <u>83856 and 83857</u>
Lot Width: <u> </u> metres	Lot Depth: <u> </u> metres	Lot Area: <u>563</u> square metres
Type of Lot (check one): <input checked="" type="checkbox"/> Street Facing <input type="checkbox"/> Corner <input type="checkbox"/> Interior <input type="checkbox"/> Other		
Existing Use(s) of Property: <u>Vacant</u>		
Proposed Use(s) of Property : <u>residential housing duplex (one unit per lot)</u>		

PROPOSED DEVELOPMENT(S):

Check all applicable development(s) and submit the completed, corresponding checklist of supporting information with your application.

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> 1. LAND DEVELOPMENT | <input checked="" type="checkbox"/> 2. CONSTRUCTION | <input type="checkbox"/> 3. EXCAVATION | <input type="checkbox"/> 4. ACCESSORY USE |
| <input type="checkbox"/> 5. PORCHES AND DECKS | <input type="checkbox"/> 6. FENCE | <input type="checkbox"/> 7. RELOCATION | <input type="checkbox"/> 8. DEMOLITION |
| <input type="checkbox"/> 9. SIGN | <input type="checkbox"/> 10. HOME OCCUPATION | <input type="checkbox"/> 11. VARIANCE | |

Estimated Cost of Project: \$ 2,300,000

I hereby make application under the provisions of the Zoning By-law (#2583/P+D/15) for a Development Permit in accordance with the supporting information submitted herewith and which form part of this application.

SIGNATURE: Alex Lothian

Applicant's Signature

November 16, 2021

Date

Owner's Signature (if different than applicant)

Date



TOWN OF INUVIK

Box 1160, #2 Firth Street, Inuvik NT, X0E 0T0
Phone: (867) 777-8600 Fax: (867) 777-8601

Application No. _____

2. CONSTRUCTION:

- ☒ New Construction
- ☐ Addition to Existing Building
- ☒ 2 sets of site plans showing:
 - Building footprint
 - Legal description of lot
 - Yards and set-backs (front, rear, and side)
 - Provisions for off-street parking, loading, and access and egress points
 - Provisions for landscaping and drainage
- ☒ 2 sets of floor plans (minimum 1:100 scale)
- ☒ 2 sets of elevations (minimum 1:100 scale)
- ☒ 2 sets of sections (minimum 1:100 scale)
- ☐ Proof that notification has been given to all Utility Providers (please attach for gas, electrical, water, sewer etc.)
- ☐ For industrial uses, proof that the OFM has received and accepted a Safety Plan in conformance with the National Fire Code.
- ☐ Estimated commencement date June 2022
- ☐ Estimated completion date June 2024
- ☐ Development Application Fee (enter amount) _____

Please note that the submission of complete construction documents may be a requirement of the Office of the Fire Marshal of the NWT.



TOWN OF INUVIK

Box 1160, #2 Firth Street, Inuvik NT, X0E 0T0
Phone: (867) 777-8600 Fax: (867) 777-8601

Fees and Development Charges

Development Application Fee

A non-refundable fee for each Development Permit to be calculated as follows:

Project Cost or Contract Price	Non-refundable Development application fee
Up to \$10,000.00	\$50.00
Over \$10,000.00	\$50.00 plus \$5.00 for each additional \$1,000.00

*Based on Project/Contract Cost (including material and Labour)

Demolition/Moving Building Permit Application Fees

All applications for Demolition or Moving shall be accompanied by a non-refundable application fee.

Project	Non-refundable application fee	Refundable application fee
Demolition	First 100 Sq.m \$20.00 Up to No Limit Each additional 100 sq. m \$10.00	\$5.00 per Sq. m Minimum Deposit: \$200
Moving	First 100 Sq.m \$20.00 Up to No Limit Each additional 100 sq. m \$10.00	\$5.00 per Sq. m Minimum Deposit: \$200

Home Occupation Application Fees

All applications for Home Occupation(s) shall be accompanied by a \$100.00 non-refundable application fee.

By-law Amendment Fee

All applications for amendments to the Zoning Bylaw shall be accompanied by a \$200.00 non-refundable application fee.

Zoning Amendment Fee

All applications for amendments to a Zoning Designation shall be accompanied by a \$200.00 non-refundable application fee.

Contact Information

Town of Inuvik Development Officer:

Tel: (867) 777-8614

Fax: (867) 777-5307

Email: kjoseph@inuvik.ca

Electrical Inspector:

Tel: (867) 777-7178

Fax: (867) 777-4351

Assistant Fire Marshal:

Tel: (867) 777-7297

Fax: (867) 777-7352

Gas/Boiler Inspector:

Tel: (867) 777-7347

Fax: (867) 777-4351

Northwest Territories Power Corporation:

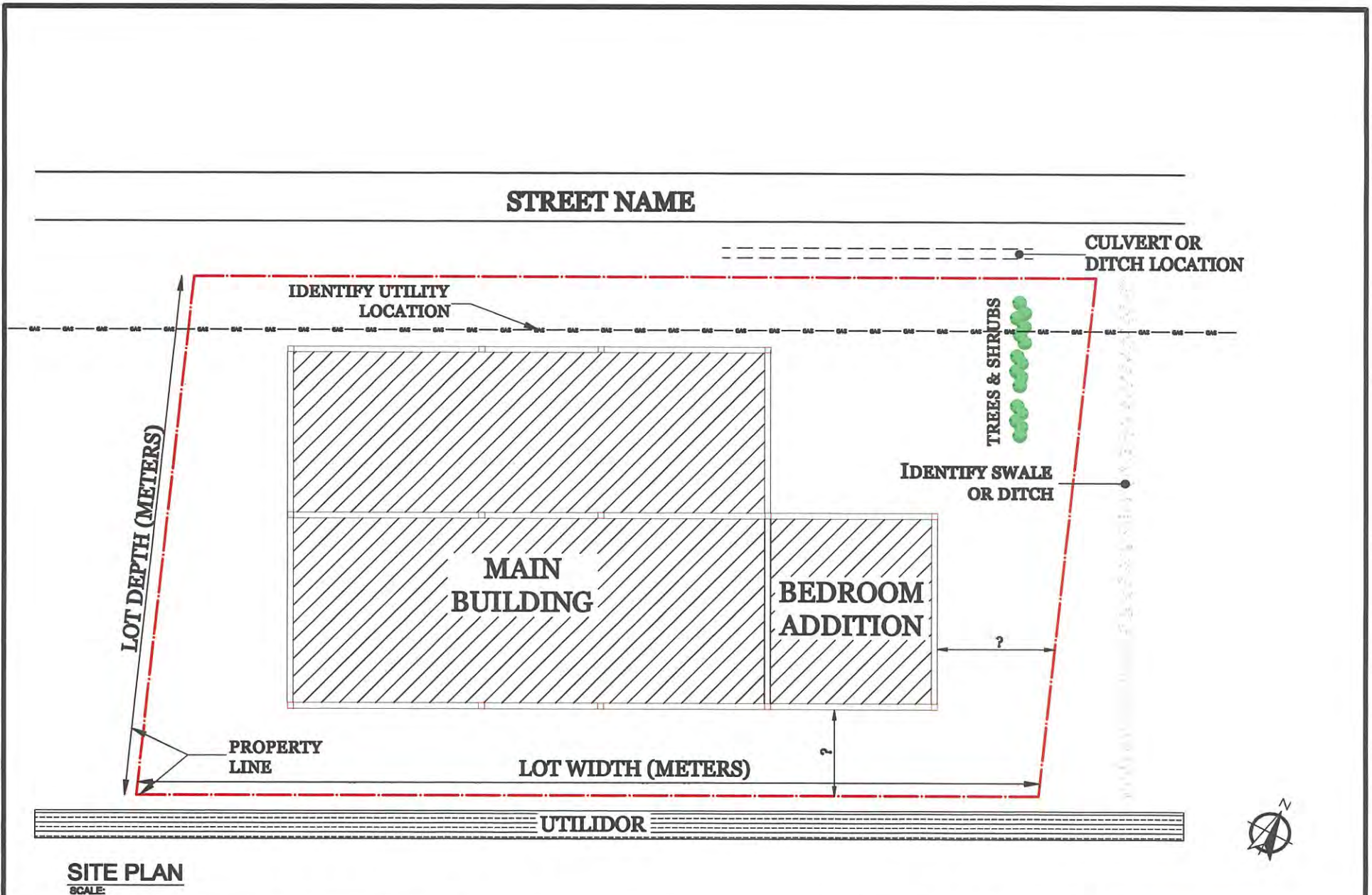
Tel: (867) 777-7700

Fax: (867) 777-4283

Inuvik Gas Ltd:

Tel: (867) 777-3422

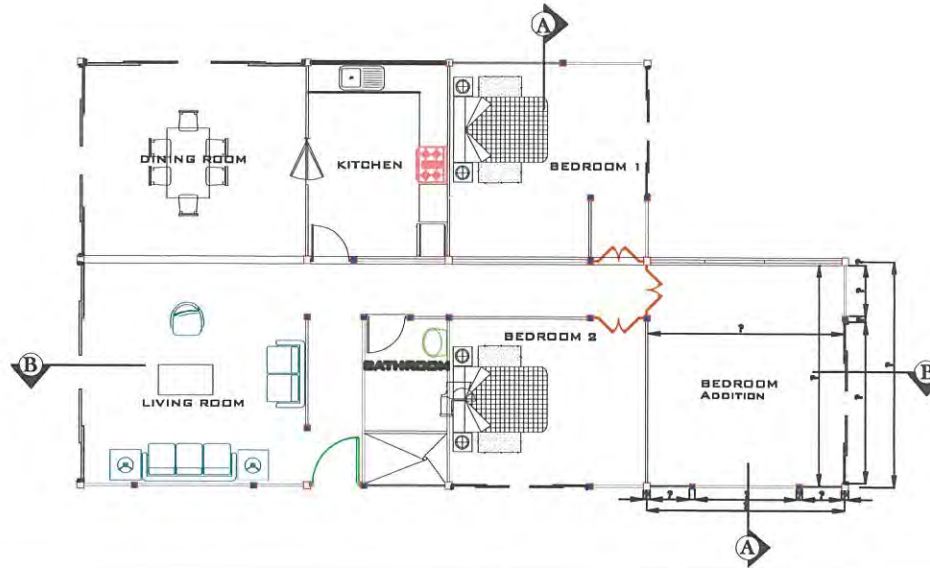
Fax: (867) 777-3339



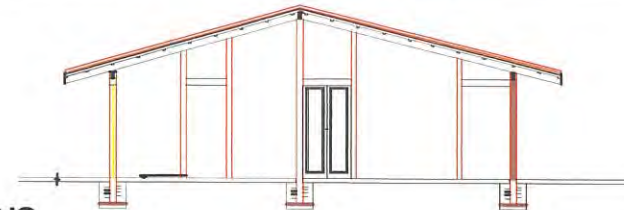
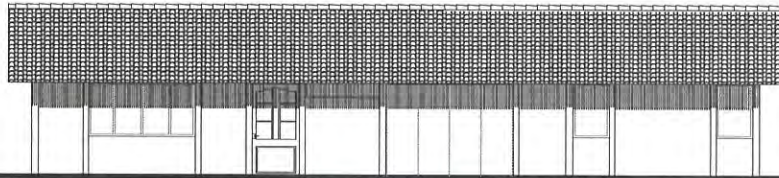
TYPICAL PLANS: CONSTRUCTION ADDITION

Planning & Development
P.O. Box 1160, 2 Firth Street
Inuvik, NT X0E 0T0
Tel: (867)-777-8600
Fax: (867)-777-8601
www.inuvik.ca



**FLOOR PLAN**

SCALE:

**ELEVATIONS**

SCALE:

SECTIONS

SCALE:

TYPICAL PLANS: CONSTRUCTION ADDITION

Planning & Development
P.O. Box 1160, 2 Firth Street
Inuvik, NT X0E 0T0
Tel: (867)-777-8600
Fax: (867)-777-8601
www.inuvik.ca






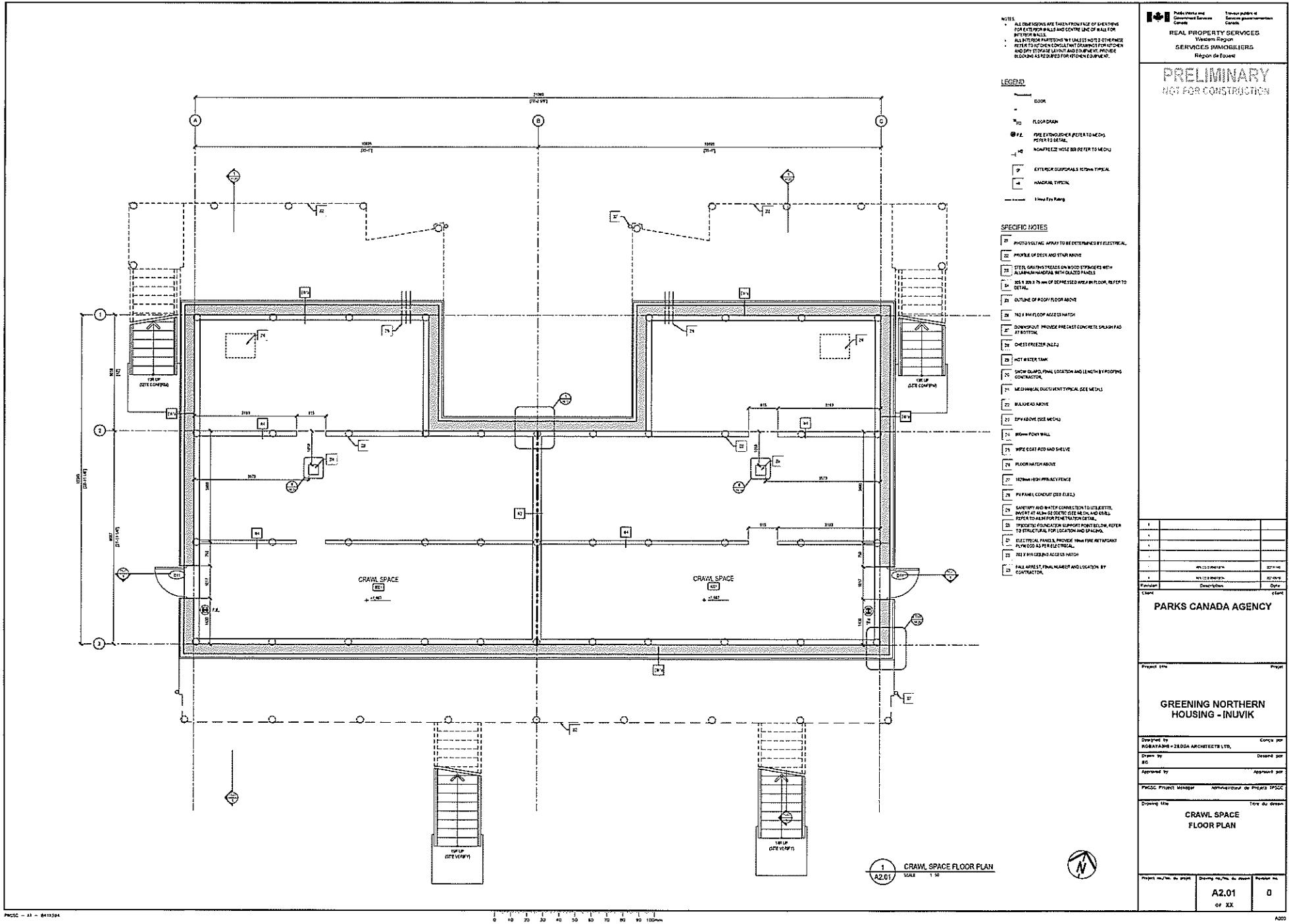
ARTIST MADE ONLY. DO NOT USE FOR CONSTRUCTION

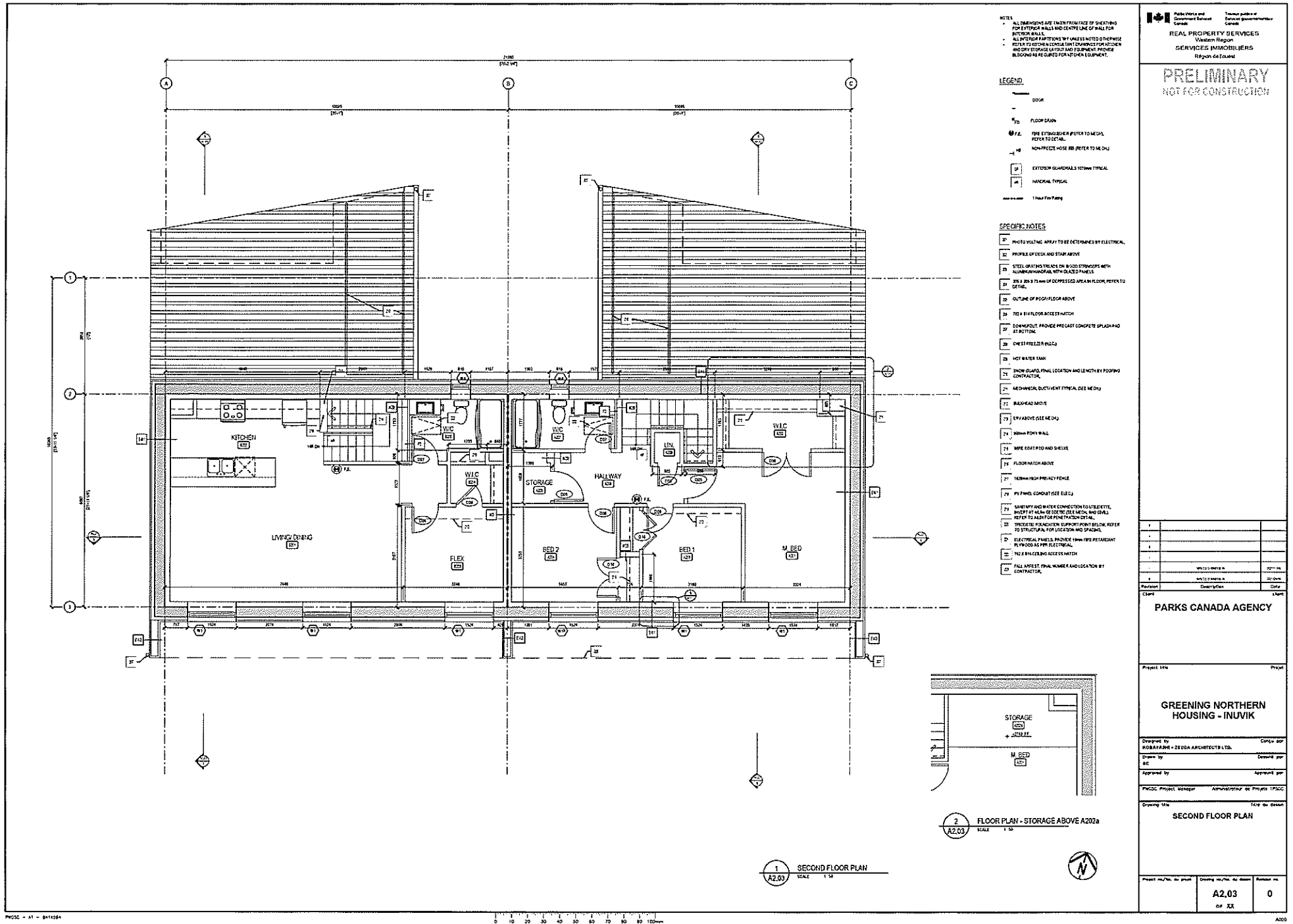
GREENING NORTHERN HOUSING - INUVIK

8 & 10 CARMICHAEL DRIVE EAST

ISSUED FOR 99% CONTRACT DOCUMENTS: 2021-11-05

<p>DRAWING INDEX ARCHITECTURAL</p> <p>A0.01 GENERAL NOTES, CODE ANALYSIS, PROJECT DATA AND ZONING A1.01 SITE PLAN A2.01 CRANK SPACE FLOOR PLAN A3.01 GROUND FLOOR PLAN A4.01 SECOND FLOOR PLAN A5.01 ROOF PLAN A6.01 REFLECTED CEILING PLANS A7.01 FLOOR FINISH PLANS A8.01 NORTH ELEVATION A9.01 WEST ELEVATION A10.01 SOUTH ELEVATION A11.01 EAST ELEVATION A12.01 BUILDING SECTION A A13.01 BUILDING SECTION B A14.01 BUILDING SECTION C A15.01 DETAILS A16.01 DETAILS A17.01 DETAILS A18.01 INTERIOR ELEVATIONS A19.01 INTERIOR ELEVATIONS A20.01 MELO WORK SECTIONS A21.01 STAIR DETAILS A22.01 UNIT ACCESSIBLE LA VOUT OPTIONS - KITCHEN & BATH A23.01 WINDOW AND DOOR SCHEDULE</p>	<p>STRUCTURAL</p> <p>S1.01 GENERAL NOTES S1.02 SECTIONS AND DETAILS S2.01 CRANK SPACE FLOOR FRAMING PLAN S2.02 GROUND FLOOR FRAMING PLAN S2.03 SECOND FLOOR FRAMING PLAN S2.04 ROOF FRAMING PLAN S2.05 RAMP FOUNDATION & FRAMING PLAN</p>	<p>MECHANICAL</p> <p>M1.01 SITE PLAN LEGEND & DRAWING LIST M2.01 HEATING & DOMESTIC WATER SCHEMATIC M3.01 VENTILATION & NATURAL GAS SCHEMATIC & DETAILS M4.01 CRANK SPACE MECHANICAL PLAN M5.01 GROUND FLOOR MECHANICAL PLAN M6.01 SECOND FLOOR MECHANICAL PLAN M7.01 MECHANICAL ROOM PLAN</p>	<p>ELECTRICAL</p> <p>E1.01 ELECTRICAL COVER & LEGEND E2.01 ELECTRICAL SITE PLAN E3.01 CRANK SPACE ELECTRICAL UNIT POWER & COMMUNICATIONS PLAN E4.01 GROUND FLOOR ELECTRICAL UNIT POWER & COMMUNICATIONS PLAN E5.01 SECOND FLOOR ELECTRICAL UNIT POWER & COMMUNICATIONS PLAN E6.01 CRANK SPACE LIGHTING PLAN E7.01 GROUND FLOOR LIGHTING PLAN E8.01 SECOND FLOOR LIGHTING PLAN E9.01 ELECTRICAL DETAILS E10.01 ELECTRICAL SCHEDULES E11.01 UNIT & IN UNIT'S MECHANICAL ROOM ELECTRICAL PLANS</p>	<p>CIVIL</p> <p>C1.01 SITE GRADING PLAN C2.01 ASSESS DETAILS C3.01 ASSESS DETAILS</p>	<p>CONSULTANTS STRUCTURAL ENGINEER DYNAMIC STRUCTURAL ENGINEERS INC. MECHANICAL ENGINEER BUILDING SYSTEMS ENGINEERING LTD. ELECTRICAL ENGINEER SEPLAN ENGINEERING LTD. GEOTECHNICAL ENGINEER WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS CIVIL ENGINEER ASSOCIATED ENGINEERING ENERGY MODELING POND ENGINEERING COST CONSULTANT HARGREAVES LIMITED</p>	<p>ARCHITECT</p> <p>kobayashi+zedda Phone 867 633 6874 Fax 867 633 4602 info@kz.ca 26 - 1114 Front Street Whitehorse, YT, Y1A 1A3, CANADA</p> <p>CLIENT</p> <p></p>
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NOTES:

- ALL DIMENSIONS ARE TAKEN FROM FACE OF SHEATHING FOR EXTERIOR WALLS AND CENTRE LINE OF WALL FOR INTERIOR WALLS.
- ALL INTERIOR PARTITIONS ARE UNLESS NOTED OTHERWISE.
- REFER TO FLOORING CONSULTANT DRAWINGS FOR KITCHEN AND DRY STORAGE LAYOUT AND EQUIPMENT, POOLICE BLOCKING AS REQUIRED FOR KITCHEN EQUIPMENT.

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DOOR

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FLOOR DRAIN

Finish
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REFER TO DETAIL

Finish
NON-FLAME HOSE REFER TO M.C.D.

Finish
EXTENSION CHAIRS REFER TO TYPICAL

Finish
HANDRAIL TYPICAL

Finish
1 Hour Fire Rating

- 20 PHOTO VOLTAGE APPARATUS TO BE DETERMINED BY ELECTRICAL ENGINEER
- 21 PROTECT OF DECK AND START ABOVE
- 22 STEEL GRATING THE AREA ON DECK PROTECT OF DECK AND START ABOVE WITH GRATED PANELS
- 23 ADD 100 LBS OF COMPRESSED AIR IN FLOOR, POWER IN FLOOR
- 24 OUTLINE OF RIGID FLOOR ABOVE
- 25 TIE 3/4" DIA FLOOR ACCESS METHOD
- 26 DOWNPOUR PROTECT PRECAST CONCRETE UPWARDS AT SETTING
- 27 CAST PRECAST PANELS
- 28 HOT WATER TANK
- 29 SHOW EXISTING TUBAL LOCATION AND LENGTH BY EXISTING CONTRACTOR
- 30 MECHANICAL STRUCTURE TYPICAL (SEE ME 10)
- 31 STRAIGHTEN ABOVE
- 32 EYE ABOVE (SEE ME 10)
- 33 REMOVE PANEL WALL
- 34 NEW CURTAIN ROD AND BELLEVUE
- 35 FLOOR PATCH ABOVE
- 36 REMOVE NEW PRISTINE FENCE
- 37 1/2" PANEL CONCRETE FILL (FILL)
- 38 SWAPART AND WATER CONNECTION TO UNLOCKED, TYPICAL (SEE ME 10)
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[illegible]

Designed by
ROBATAKE + ZOOA ARCHITECTS LTD.

Drawn by: _____

Approved by	Approved
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PARSC Project Manager	ACTIVIST OF PROJECT 11
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Drawing title	1.5x 2.5x 3.5x 4.5x 5.5x 6.5x 7.5x 8.5x 9.5x 10.5x 11.5x 12.5x 13.5x 14.5x 15.5x 16.5x 17.5x 18.5x 19.5x 20.5x 21.5x 22.5x 23.5x 24.5x 25.5x 26.5x 27.5x 28.5x 29.5x 30.5x 31.5x 32.5x 33.5x 34.5x 35.5x 36.5x 37.5x 38.5x 39.5x 40.5x 41.5x 42.5x 43.5x 44.5x 45.5x 46.5x 47.5x 48.5x 49.5x 50.5x 51.5x 52.5x 53.5x 54.5x 55.5x 56.5x 57.5x 58.5x 59.5x 60.5x 61.5x 62.5x 63.5x 64.5x 65.5x 66.5x 67.5x 68.5x 69.5x 70.5x 71.5x 72.5x 73.5x 74.5x 75.5x 76.5x 77.5x 78.5x 79.5x 80.5x 81.5x 82.5x 83.5x 84.5x 85.5x 86.5x 87.5x 88.5x 89.5x 90.5x 91.5x 92.5x 93.5x 94.5x 95.5x 96.5x 97.5x 98.5x 99.5x 100.5x 101.5x 102.5x 103.5x 104.5x 105.5x 106.5x 107.5x 108.5x 109.5x 110.5x 111.5x 112.5x 113.5x 114.5x 115.5x 116.5x 117.5x 118.5x 119.5x 120.5x 121.5x 122.5x 123.5x 124.5x 125.5x 126.5x 127.5x 128.5x 129.5x 130.5x 131.5x 132.5x 133.5x 134.5x 135.5x 136.5x 137.5x 138.5x 139.5x 140.5x 141.5x 142.5x 143.5x 144.5x 145.5x 146.5x 147.5x 148.5x 149.5x 150.5x 151.5x 152.5x 153.5x 154.5x 155.5x 156.5x 157.5x 158.5x 159.5x 160.5x 161.5x 162.5x 163.5x 164.5x 165.5x 166.5x 167.5x 168.5x 169.5x 170.5x 171.5x 172.5x 173.5x 174.5x 175.5x 176.5x 177.5x 178.5x 179.5x 180.5x 181.5x 182.5x 183.5x 184.5x 185.5x 186.5x 187.5x 188.5x 189.5x 190.5x 191.5x 192.5x 193.5x 194.5x 195.5x 196.5x 197.5x 198.5x 199.5x 200.5x 201.5x 202.5x 203.5x 204.5x 205.5x 206.5x 207.5x 208.5x 209.5x 210.5x 211.5x 212.5x 213.5x 214.5x 215.5x 216.5x 217.5x 218.5x 219.5x 220.5x 221.5x 222.5x 223.5x 224.5x 225.5x 226.5x 227.5x 228.5x 229.5x 230.5x 231.5x 232.5x 233.5x 234.5x 235.5x 236.5x 237.5x 238.5x 239.5x 240.5x 241.5x 242.5x 243.5x 244.5x 245.5x 246.5x 247.5x 248.5x 249.5x 250.5x 251.5x 252.5x 253.5x 254.5x 255.5x 256.5x 257.5x 258.5x 259.5x 260.5x 261.5x 262.5x 263.5x 264.5x 265.5x 266.5x 267.5x 268.5x 269.5x 270.5x 271.5x 272.5x 273.5x 274.5x 275.5x 276.5x 277.5x 278.5x 279.5x 280.5x 281.5x 282.5x 283.5x 284.5x 285.5x 286.5x 287.5x 288.5x 289.5x 290.5x 291.5x 292.5x 293.5x 294.5x 295.5x 296.5x 297.5x 298.5x 299.5x 300.5x 301.5x 302.5x 303.5x 304.5x 305.5x 306.5x 307.5x 308.5x 309.5x 310.5x 311.5x 312.5x 313.5x 314.5x 315.5x 316.5x 317.5x 318.5x 319.5x 320.5x 321.5x 322.5x 323.5x 324.5x 325.5x 326.5x 327.5x 328.5x 329.5x 330.5x 331.5x 332.5x 333.5x 334.5x 335.5x 336.5x 337.5x 338.5x 339.5x 340.5x 341.5x 342.5x 343.5x 344.5x 345.5x 346.5x 347.5x 348.5x 349.5x 350.5x 351.5x 352.5x 353.5x 354.5x 355.5x 356.5x 357.5x 358.5x 359.5x 360.5x 361.5x 362.5x 363.5x 364.5x 365.5x 366.5x 367.5x 368.5x 369.5x 370.5x 371.5x 372.5x 373.5x 374.5x 375.5x 376.5x 377.5x 378.5x 379.5x 380.5x 381.5x 382.5x 383.5x 384.5x 385.5x 386.5x 387.5x 388.5x 389.5x 390.5x 391.5x 392.5x 393.5x 394.5x 395.5x 396.5x 397.5x 398.5x 399.5x 400.5x 401.5x 402.5x 403.5x 404.5x 405.5x 406.5x 407.5x 408.5x 409.5x 410.5x 411.5x 412.5x 413.5x 414.5x 415.5x 416.5x 417.5x 418.5x 419.5x 420.5x 421.5x 422.5x 423.5x 424.5x 425.5x 426.5x 427.5x 428.5x 429.5x 430.5x 431.5x 432.5x 433.5x 434.5x 435.5x 436.5x 437.5x 438.5x 439.5x 440.5x 441.5x 442.5x 443.5x 444.5x 445.5x 446.5x 447.5x 448.5x 449.5x 450.5x 451.5x 452.5x 453.5x 454.5x 455.5x 456.5x 457.5x 458.5x 459.5x 460.5x 461.5x 462.5x 463.5x 464.5x 465.5x 466.5x 467.5x 468.5x 469.5x 470.5x 471.5x 472.5x 473.5x 474.5x 475.5x 476.5x 477.5x 478.5x 479.5x 480.5x 481.5x 482.5x 483.5x 484.5x 485.5x 486.5x 487.5x 488.5x 489.5x 490.5x 491.5x 492.5x 493.5x 494.5x 495.5x 496.5x 497.5x 498.5x 499.5x 500.5x 501.5x 502.5x 503.5x 504.5x 505.5x 506.5x 507.5x 508.5x 509.5x 510.5x 511.5x 512.5x 513.5x 514.5x 515.5x 516.5x 517.5x 518.5x 519.5x 520.5x 521.5x 522.5x 523.5x 524.5x 525.5x 526.5x 527.5x 528.5x 529.5x 530.5x 531.5x 532.5x 533.5x 534.5x 535.5x 536.5x 537.5x 538.5x 539.5x 540.5x 541.5x 542.5x 543.5x 544.5x 545.5x 546.5x 547.5x 548.5x 549.5x 550.5x 551.5x 552.5x 553.5x 554.5x 555.5x 556.5x 557.5x 558.5x 559.5x 560.5x 561.5x 562.5x 563.5x 564.5x 565.5x 566.5x 567.5x 568.5x 569.5x 570.5x 571.5x 572.5x 573.5x 574.5x 575.5x 576.5x 577.5x 578.5x 579.5x 580.5x 581.5x 582.5x 583.5x 584.5x 585.5x 586.5x 587.5x 588.5x 589.5x 590.5x 591.5x 592.5x 593.5x 594.5x 595.5x 596.5x 597.5x 598.5x
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ROOF PLAN

Project no./for the project	Drawing no./for the drawing	Revision:
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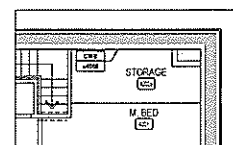
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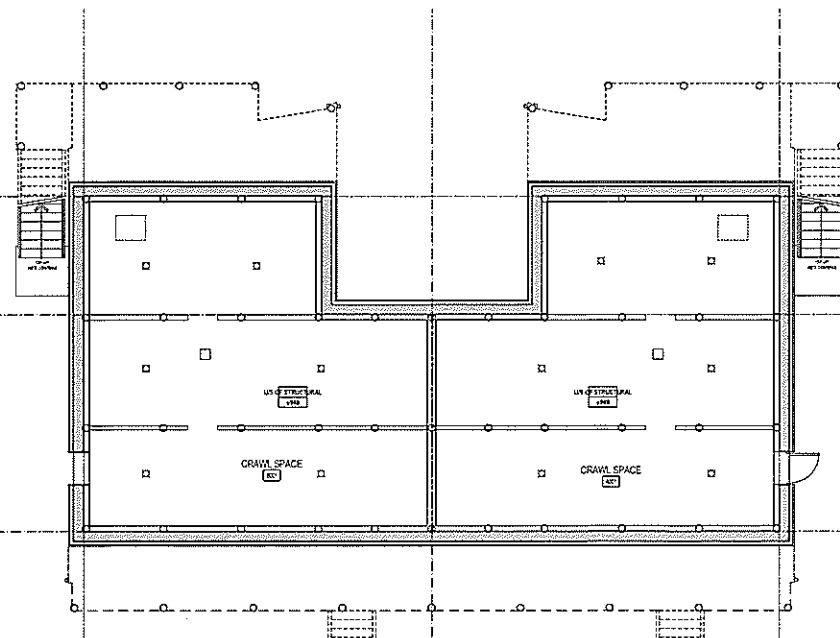
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A204 SCALE 1/8"



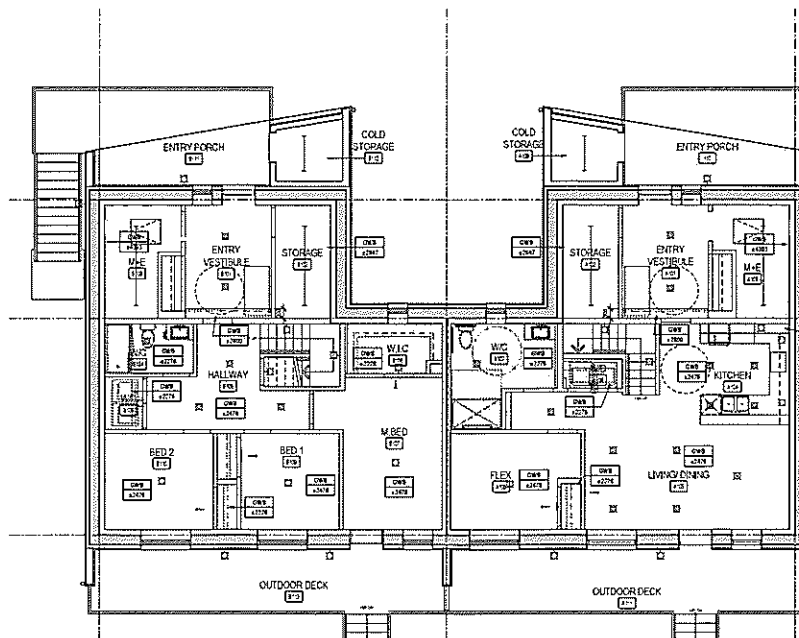
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4 A202a STORAGE REFLECTED CEILING PLAN
A3.01 SCALE 1/2"



1 CRAWL SPACE REFLECTED CEILING PLAN
A3.01 SCALE 1/4"



2 GROUND FLOOR REFLECTED CEILING PLAN
A3.01 SCALE 1/4"

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Parks Canada Agency

Proprietà: 0.000

GREENING NORTHERN
HOUSING - INUVIK

Designed by	Control
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EJA	
Designation	Classification

DATE	DATE
NO	

Approved by	Approved
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PMSC Project Manager Administrateur de Projets TP

Andrew Gossling

REFLECTED CEILING PLANE

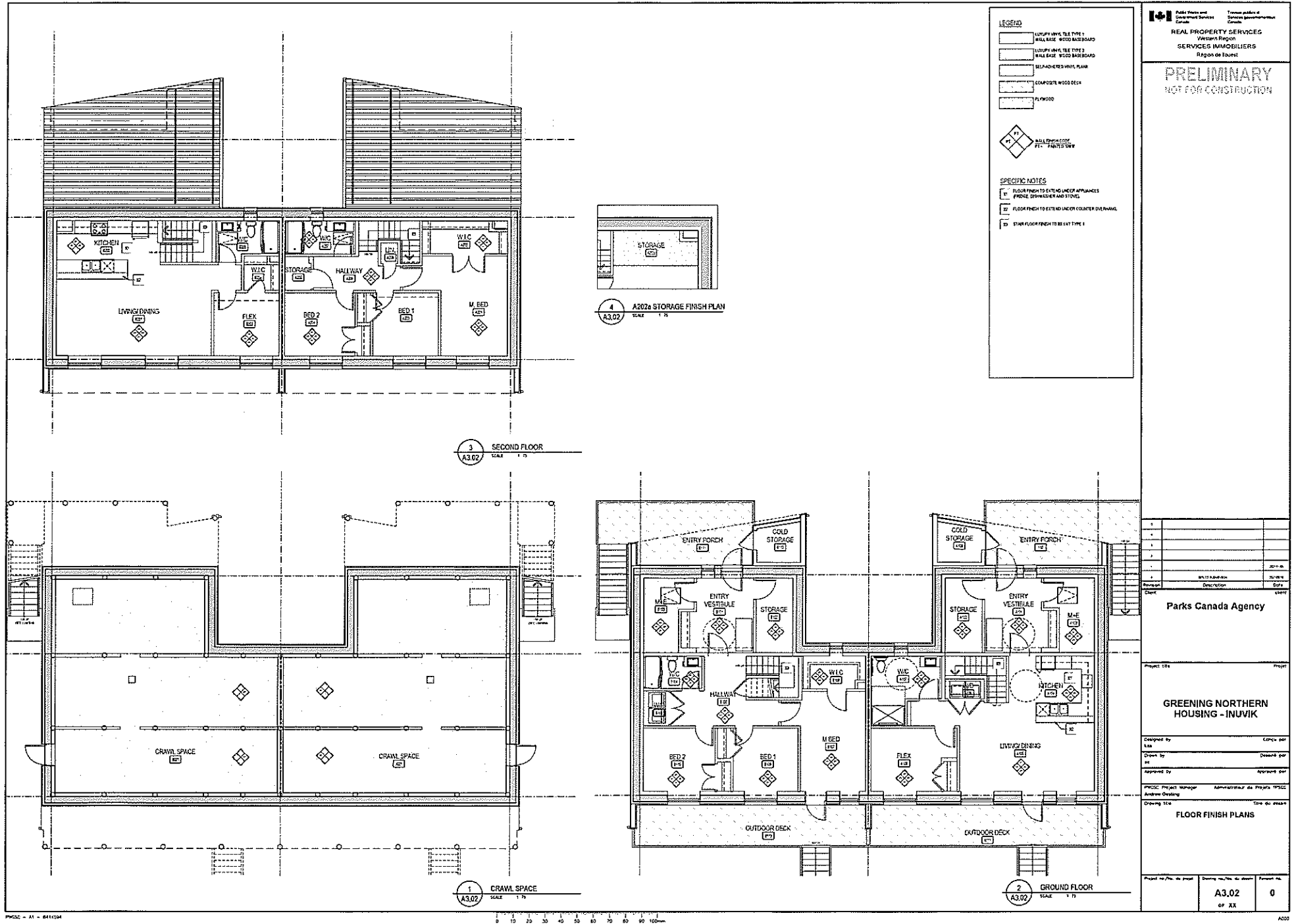
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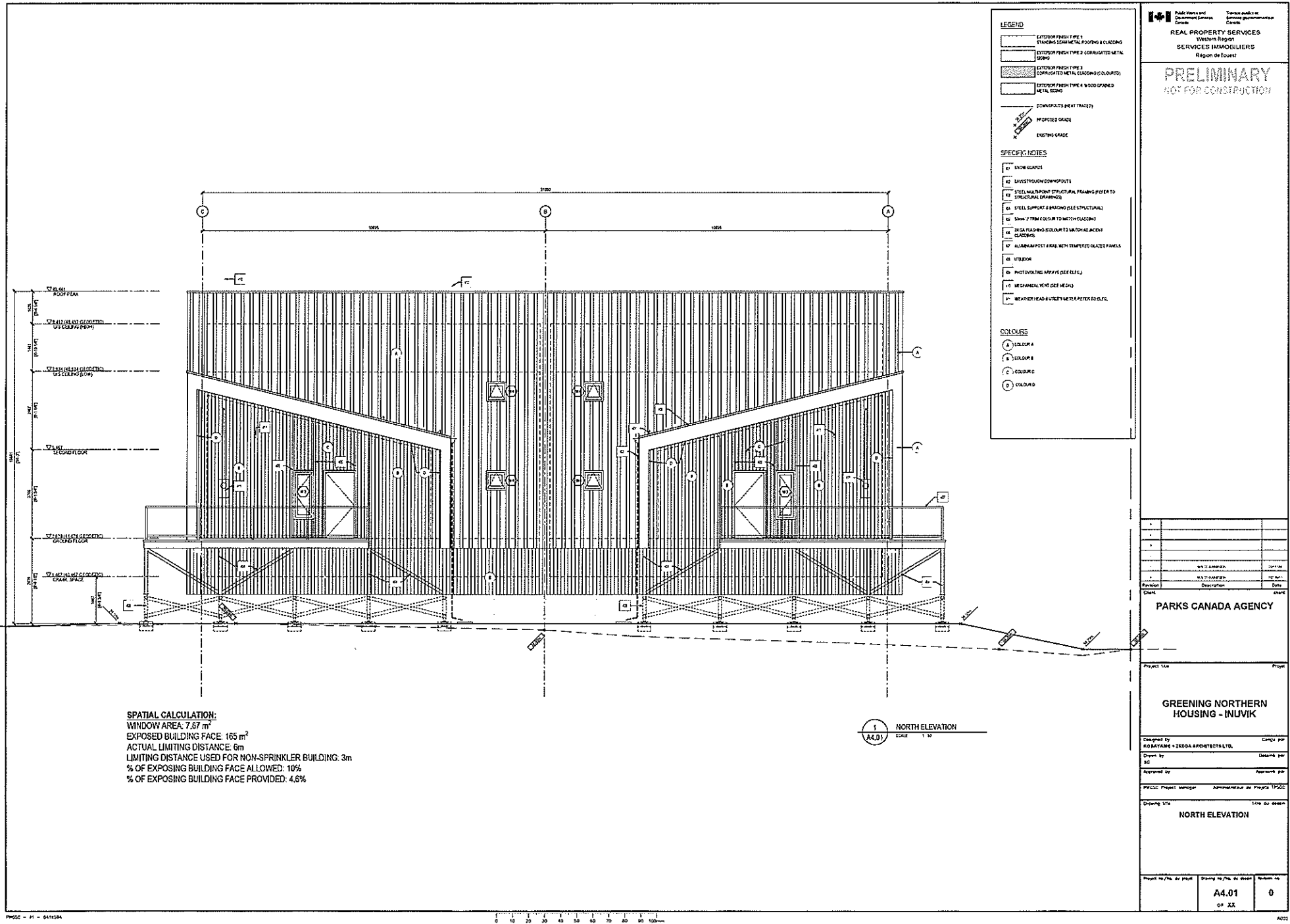
1. *Journal of the American Medical Association*, 2000; 283: 2639-2644.

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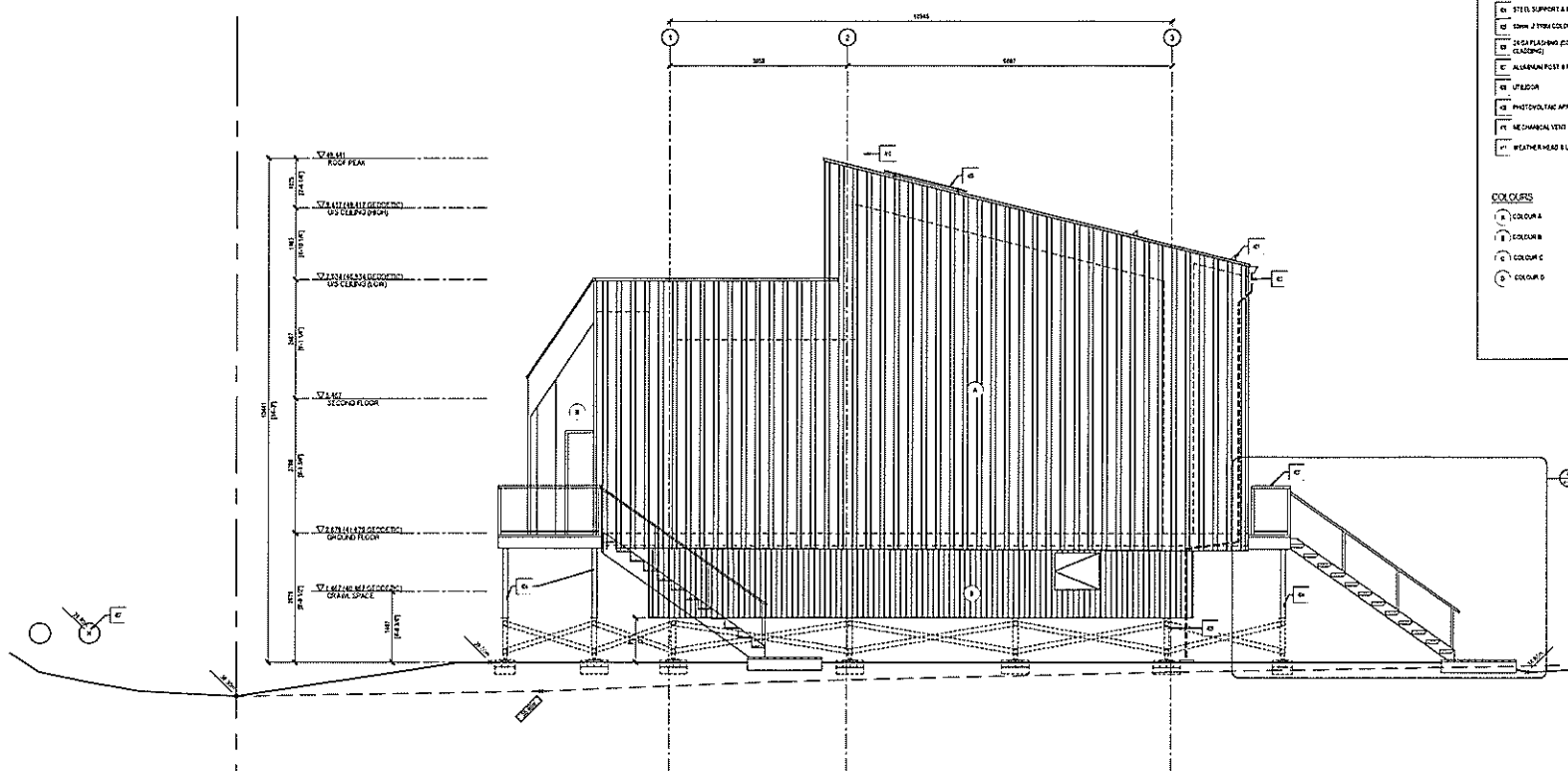
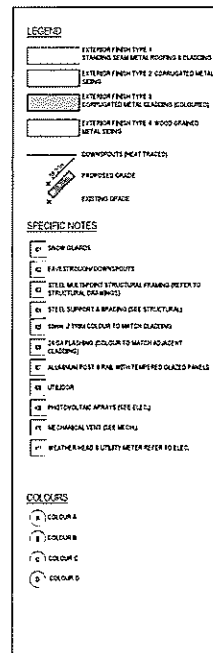
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OF XX





PRELIMINARY
NOT FOR CONSTRUCTION



SPATIAL CALCULATION:
 OPENING AREA: 0.7 m²
 EXPOSED BUILDING FACE: 67.1 m²
 ACTUAL LIMITING DISTANCE: 7 m
 LIMITING DISTANCE USED FOR NON-SPRINKLER BUILDING: 3.5m
 % OF EXPOSING BUILDING FACE ALLOWED: 9%
 % OF EXPOSING BUILDING FACE PROVIDED: 1%

1 WEST ELEVATION
A4.02 SCALE 1/30

PARKS CANADA AGENCY

GREENING NORTHERN
HOUSING - INUVIK

Designed by KOBAYASHI + ZEDDA ARCHITECTS LTD.	Design per
Drawn by BC	Disegnato per
Approved by	Approvato per

PMSC Project Manager	Administrateur de Projets IPSC
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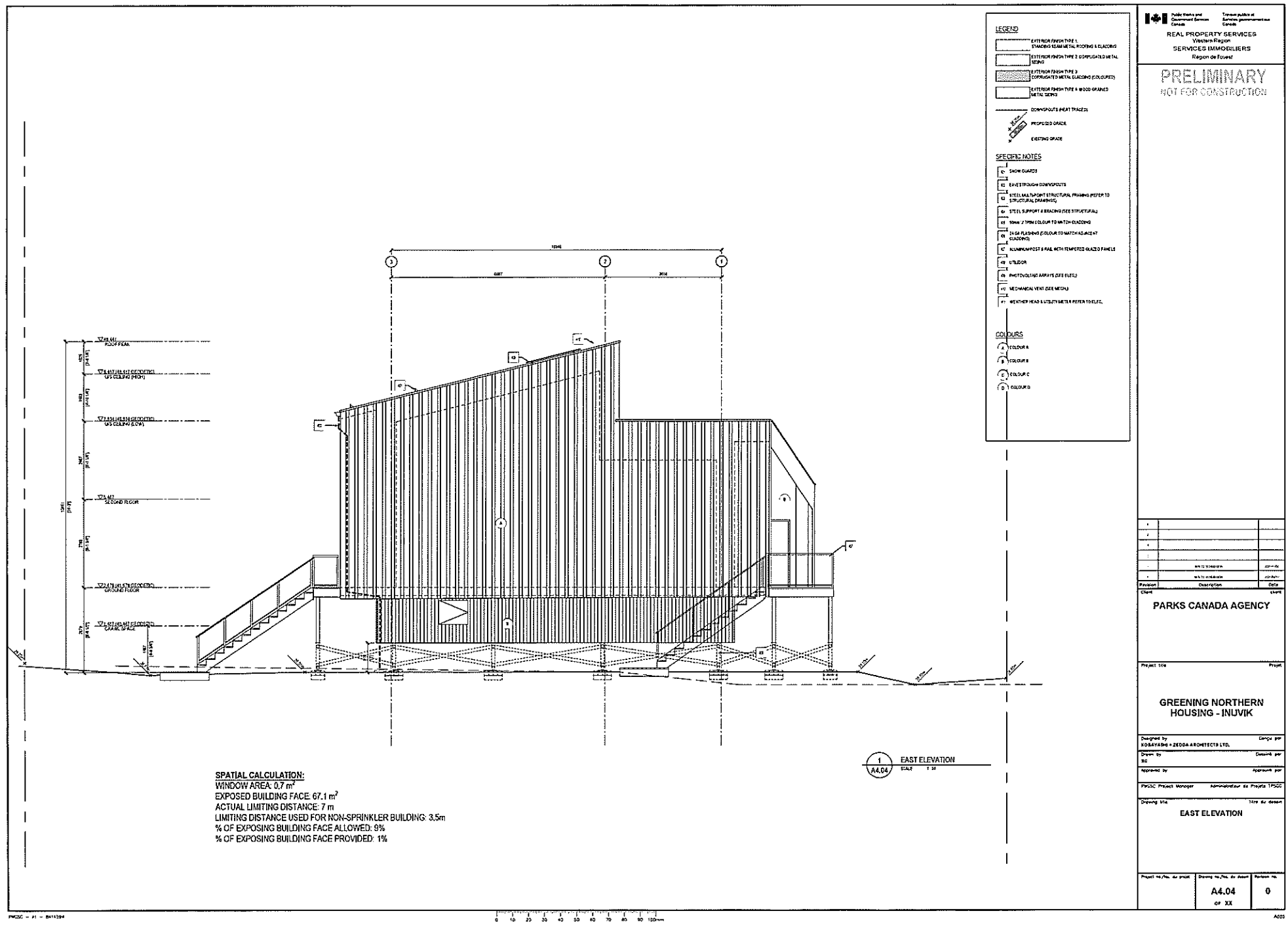
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Drawing title: **WEST ELEVATION**

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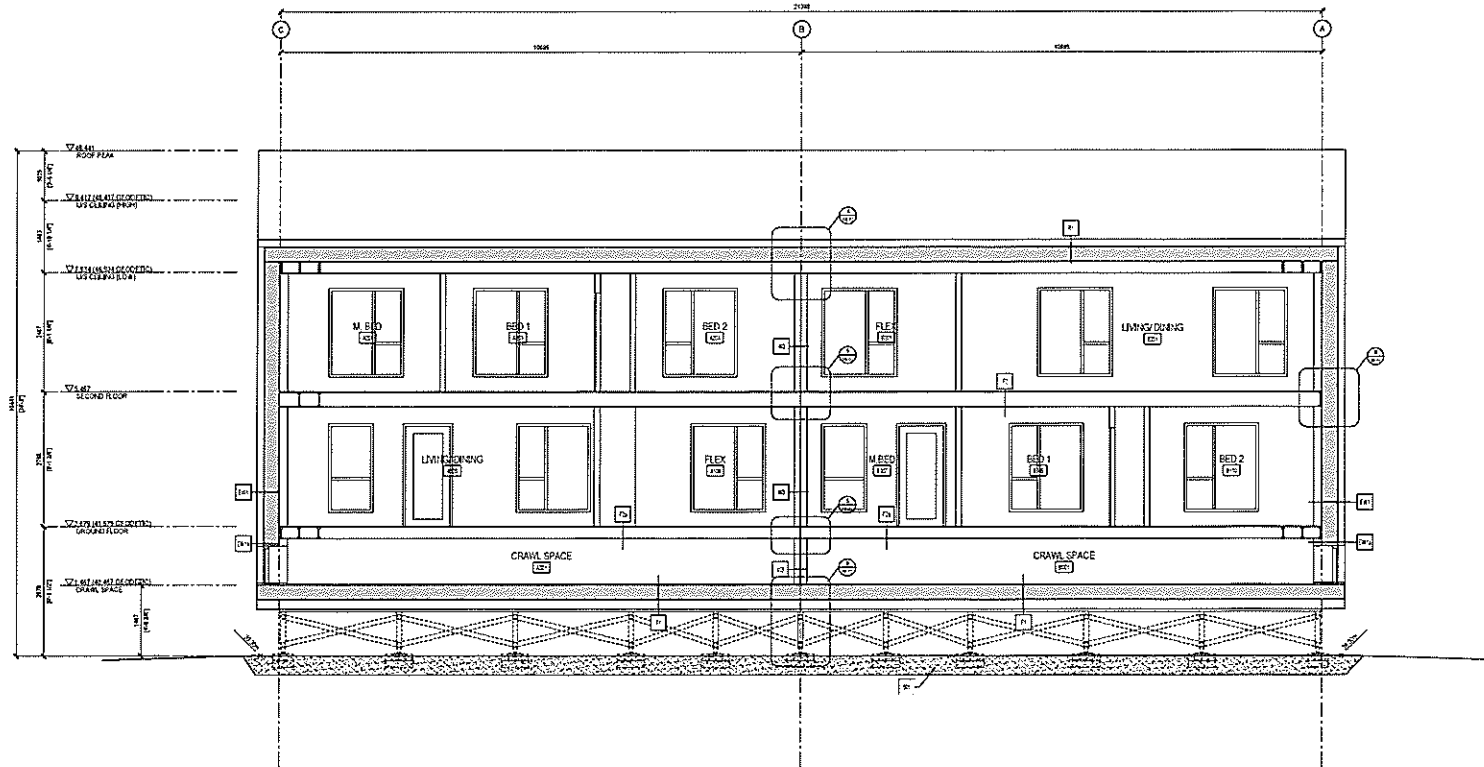


SPECIFIC NOTES

1. HYDRO-FLUOROCARBON SYSTEM TO BE INSTALLED ON CRAWL PAD OF A MINIMUM THICKNESS OF 40mm. REFER TO MECHANICAL REPORT.

141 Public Works and Government Services
 REAL PROPERTY SERVICES
 SERVICES IMMOBILIERS
 Région de l'ouest

PRELIMINARY
 NOT FOR CONSTRUCTION



1 SECTION A
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PARKS CANADA AGENCY

Project title

GREENING NORTHERN HOUSING - INUVIK

Designed by

Designed by

Approved by

Approved by

PMSC Project Manager

Administrateur de Projets PMSC

Drawing title

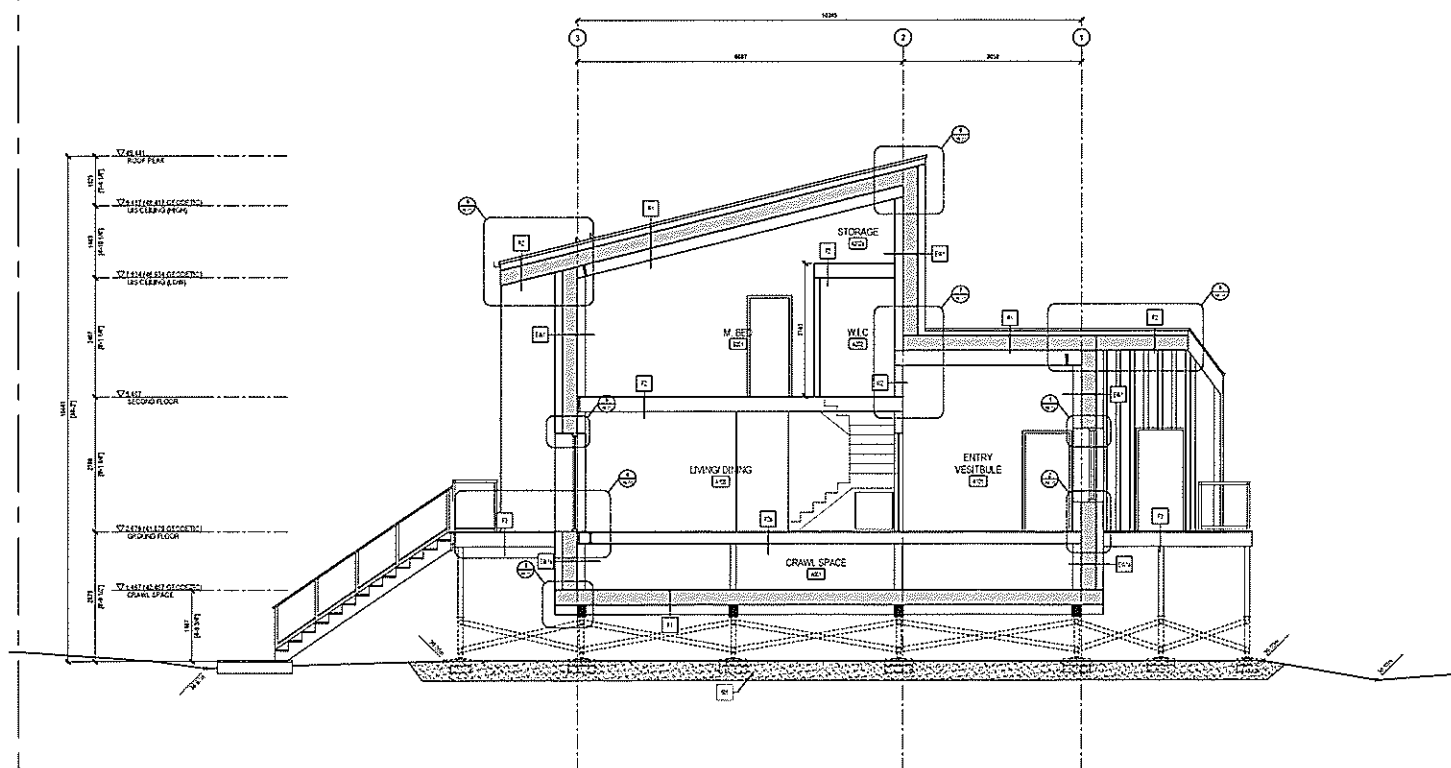
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Project no./No. du projet

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PRELIMINARY
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1 SECTION B
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PARKS CANADA AGENCY

Project Title	Project
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**GREENING NORTHERN
HOUSING - INUVIK**

Designed by
KOBAYASHI + ZEDDA ARCHITECTS LTD,

Deposited by	Cashier's post
BC	

Approved by	Approved on
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PM/SC Project Manager Administrateur de Projets TPSC

Devisen-Einheit	Währung
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Franken	Fr
Marken	Mark
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SECTION B

SECTION B

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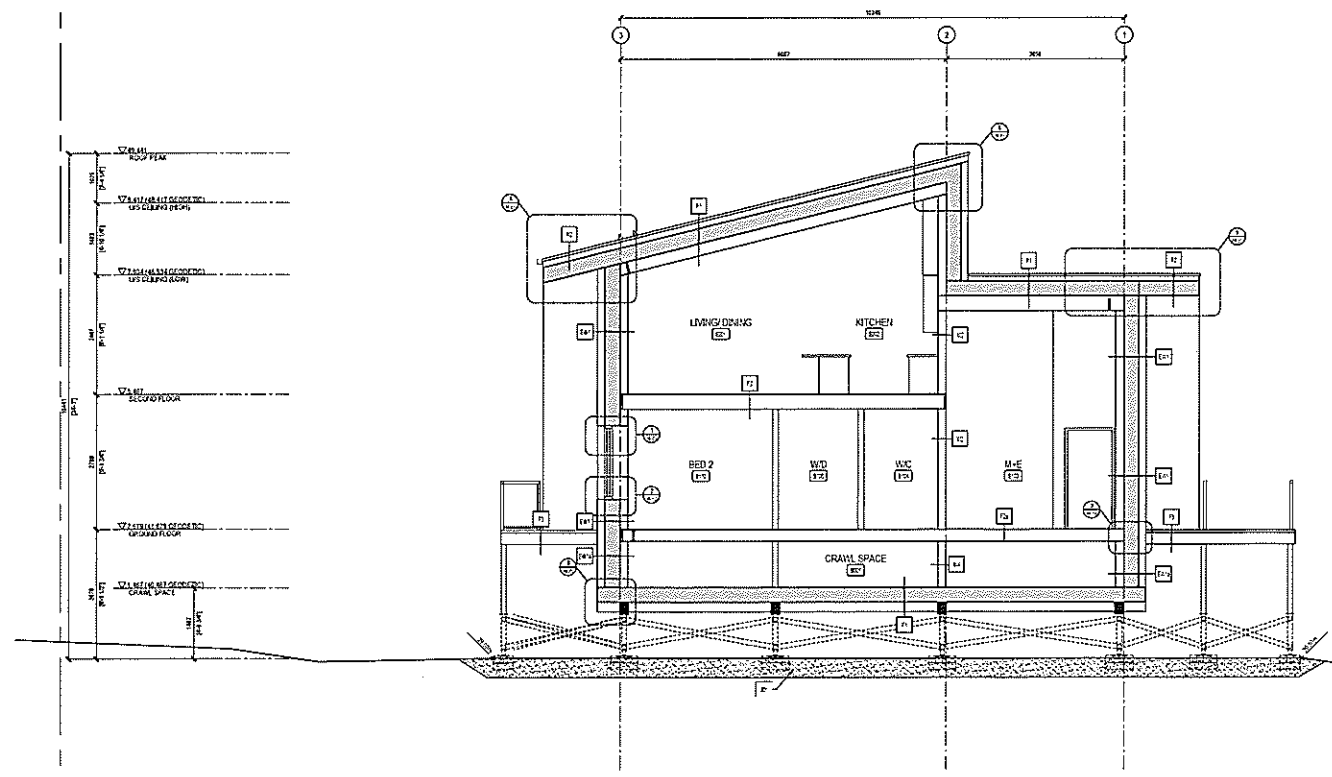
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25-34	100%	100%	100%	100%	100%
35-44	100%	100%	100%	100%	100%
45-54	100%	100%	100%	100%	100%
55-64	100%	100%	100%	100%	100%
65-74	100%	100%	100%	100%	100%
75+	100%	100%	100%	100%	100%

A200

SPECIFIC NOTES
1. THUSING FOUNDATION SYSTEM TO BE INSTALLED ON
GRAVEL PAD OF MINIMUM THICKNESS OF 400mm.
REFER TO GEOTECHNICAL REPORT.

REAL PROPERTY SERVICES
Western Region
SERVICES IMMOBILIERS
Région de l'ouest

PRELIMINARY
NOT FOR CONSTRUCTION



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PARKS CANADA AGENCY

Project Title: GREENING NORTHERN HOUSING - INUVIK

Designed by: KOBAYASHI + ZEDDA ARCHITECTS LTD.
Drawn by: BC
Approved by: PMOSC Project Manager
Drawing Title: SECTION C

Project no./No. du projet: A5.03
Drawing no./No. du dessin: 0
Revision no.: 0



UPDATED: 2021.03.30

GREENING NORTHERN HOUSING DUPLEX BASE TYPE 1-1B BUILDING FORM



kobayashi+zedda
architecture planning | urban design



UPDATED: 2021.05.04

GREENING NORTHERN HOUSING STREETSCAPE



HOUSE TO THE WEST & NORTH

SUBJECT PROPERTIES - PROPOSED DUPLEX



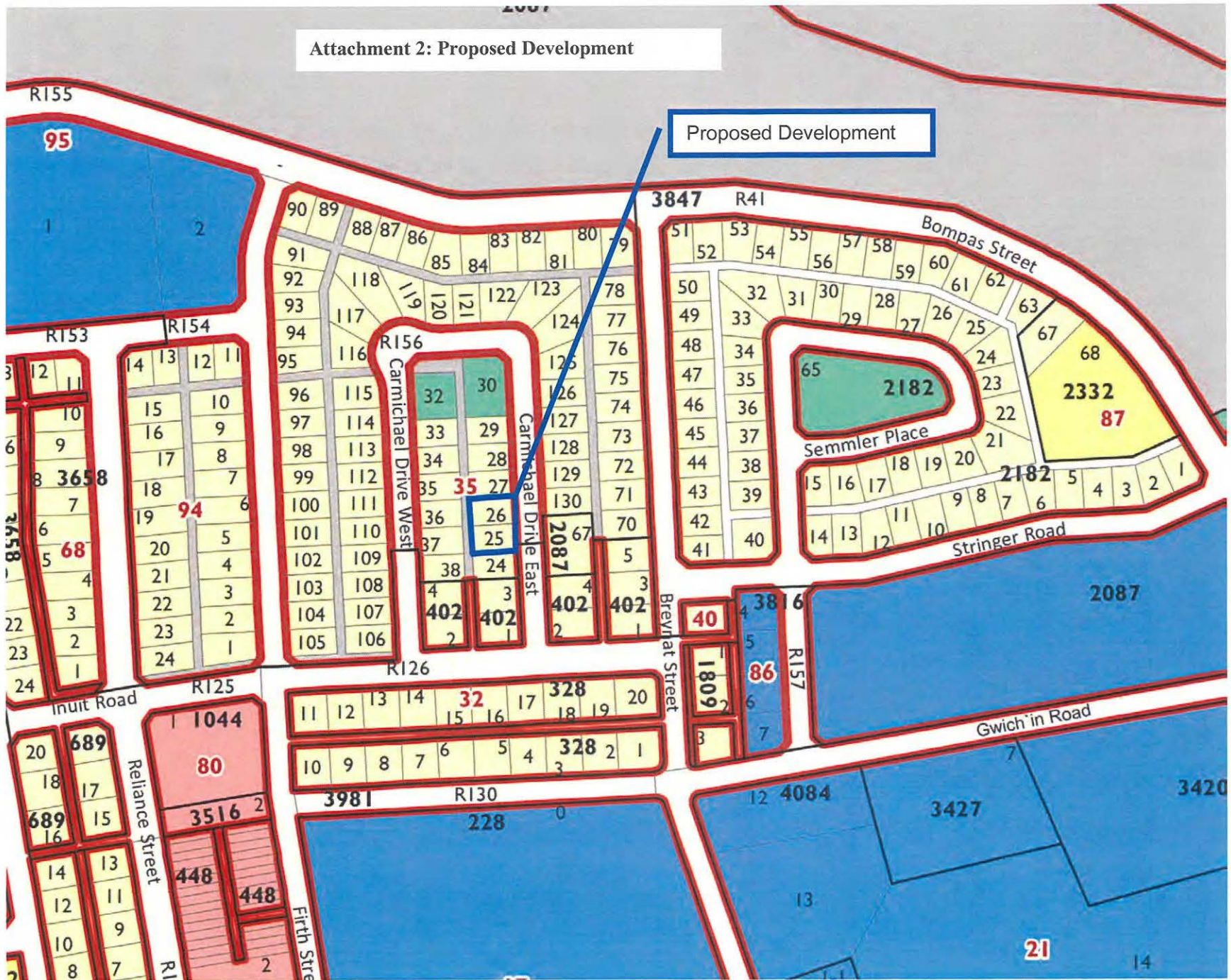
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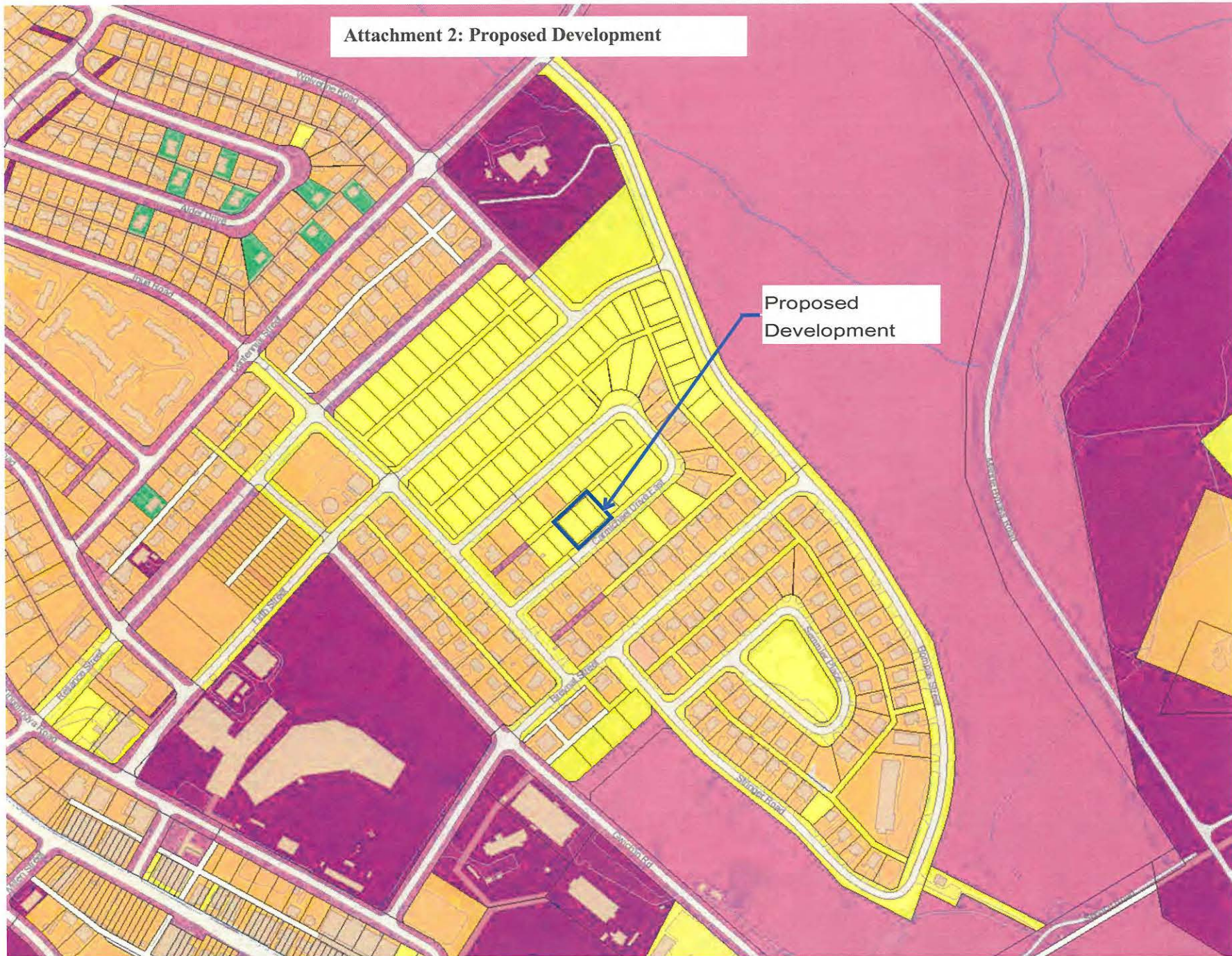
GREENING NORTHERN HOUSING PERSPECTIVE

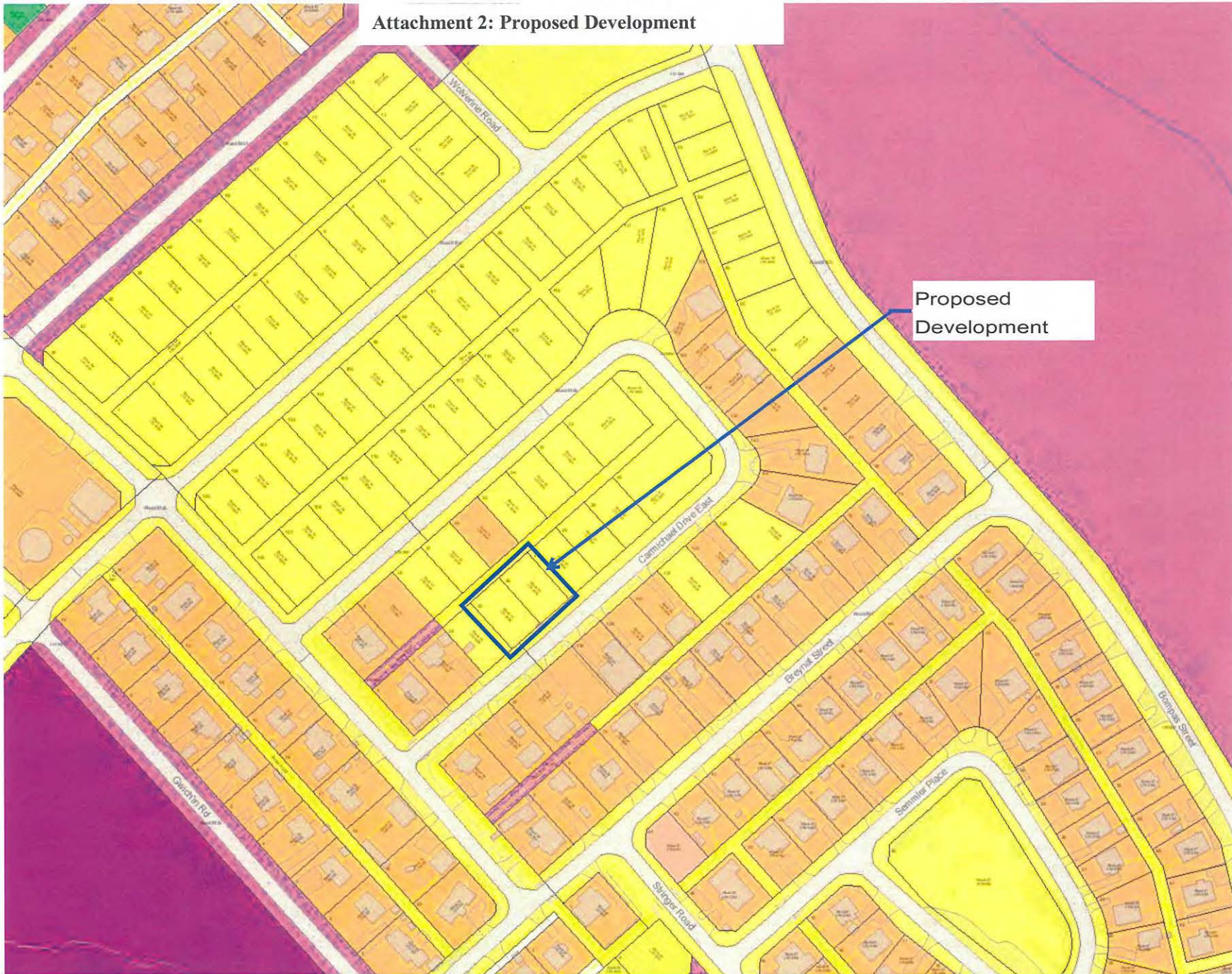


SUBJECT PROPERTIES - PROPOSED DUPLEX

Attachment 2: Proposed Development





Attachment 2: Proposed Development

REQUEST FOR COUNCIL DECISION

Meeting Dates: December 13 and 15, 2021

RFCD #: 2021-SAO-125

TOPIC

APPOINTMENTS TO THE BY-LAW REVIEW COMMITTEE

BACKGROUND

At its November 24, 2021 regular meeting, Council directed Administration to provide some options for scheduling By-law Review Committee meetings outside of regular business hours given that some Councillors are unable to attend meetings during their workday.

Over the past several years, the committee has met during the day due to the workload involved with reviewing many by-laws, the availability of staff, and the ability to have our legal counsel available when reviewing various sections and provisions related to enforceability, including what limits legislation places on the Town with respect to what does and does not legally fall within the Town’s jurisdiction.

Based on the meeting schedule approved, committee meetings will take place on Thursdays in January, April, July, and October. Options outside of regular working hours would be Thursday evenings (or a different evening) or moving to a weekend meeting time. Administration is prepared to work with Council to determine what time works best for most participants. The SAO has consulted our legal counsel and they are open to after hours meetings and will coordinate with our schedule.

FINANCIAL IMPLICATIONS

These meetings have been budgeted for based on the meeting schedule. Actual expenses may vary based on needs. Meetings outside of regular working hours will require staff to work overtime.

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. To decide which councillors wish to serve on the committee and appoint them via motion
 - 2. Defeat the motion
 - 3. Defer the item via motion with direction to Administration on how to proceed

RECOMMENDATION

Once names are finalized, the recommended motion should be:

“BE IT RESOLVED THAT Inuvik Town Council hereby appoints the following councillors to the By-law Review Committee for a three (3) year term expiring at the end of Council’s term of office: NAME, NAME, and NAME.”

Signature – Grant Hood, SAO



REQUEST FOR COUNCIL DECISION

Meeting Dates: December 13 and 15, 2021

RFCD #: 2021-SAO-126

TOPIC

December Holiday Hours for Town Facilities

BACKGROUND

The attached operating 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. Defer the item via motion with direction to Administration on how to proceed

RECOMMENDATION

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

"BE IT RESOLVED THAT Inuvik Town Council hereby approves the proposed 2021 Holiday Schedule for all Town Facilities as presented."

Signature – Grant Hood, SAO





2021 HOLIDAY HOURS

Date	Arena See Holiday Schedule	Squash Courts By Booking	Fitness Centre By Appointment	Library	Town Office	Protective Services Office
For squash court and fitness centre appointments, please contact the Midnight Sun Complex at 777-8640						
Thursday	23-Dec	Regular Hours	Regular appointments	Regular appointments	Regular Hours	Regular Hours
Friday	24-Dec	8:30 a.m. - NOON	8:30 a.m. - 6:00 p.m.	5:45 a.m. - 6:15 p.m.	9:30 a.m. - NOON	9:00 a.m. - NOON
Saturday	25-Dec	CLOSED	CLOSED	CLOSED	CLOSED	CLOSED In case of emergency, contact: MED 867.678.2196 FIRE 911 OR 867.777.2222
Sunday	26-Dec	CLOSED	10:30 a.m. – 6:00 p.m.	10:15 a.m – 6:15 p.m.	CLOSED	
Monday	27-Dec	11:00 a.m. – 11:00 p.m.	10:30 a.m. – 9:30 p.m.	10:15 a.m – 10:45 p.m.	1:00 – 5:00 p.m.	
Tuesday	28-Dec	11:00 a.m. – 11:00 p.m.	10:30 a.m. – 9:30 p.m.	10:15 a.m – 10:45 p.m.	1:00 – 5:00 p.m.	
Wednesday	29-Dec	11:00 a.m. – 11:00 p.m.	10:30 a.m. – 9:30 p.m.	10:15 a.m – 10:45 p.m.	1:00 – 5:00 p.m.	
Thursday	30-Dec	11:00 a.m. – 11:00 p.m.	10:30 a.m. – 9:30 p.m.	10:15 a.m – 10:45 p.m.	1:00 – 5:00 p.m.	
Friday	31-Dec	11:00 a.m. – 6:00 p.m.	10:30 a.m. – 6:00 p.m.	10:15 a.m. – 6:15 p.m.	CLOSED	
Saturday	01-Jan	CLOSED	CLOSED	CLOSED	CLOSED	
Sunday	02-Jan	Regular Hours	Regular	Regular	1:00 – 5:00 p.m.	
Monday	03-Jan	Regular Hours	Regular	Regular	Regular Hours	
Tuesday	04-Jan	Regular Hours	Regular	Regular	Regular Hours	Regular Hours

REQUEST FOR COUNCIL DECISION

Meeting Dates: December 13 and 15, 2021

RFCD #: 2021-SAO-127

TOPIC

2022-2026 Solid Waste Disposal Facility Operations Tender Award

BACKGROUND

The 2022-2026 Solid Waste Disposal Facility Operations Tender closed at 3:00 p.m. on December 9, 2021.

The following personnel attended the tender closing:

- Grant Hood, Senior Administrative Officer
- Rick Campbell, Director of Public Services
- Chidi Amobi, Director of Finance
- Jesse Harder, Harder Enterprise

FINANCIAL IMPLICATIONS

Two bids were received as follows:

- | | |
|--|-----------------------|
| • Bob's Welding & Heavy Equipment Repairs Ltd. | \$286,872.00 per year |
| • Harder Enterprise | \$279,000.00 per year |

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

Administration is recommending awarding the contract to Harder Enterprise. Council has three options:

1. Award the tender award as presented via motion
2. Defeat the motion
3. Defer the item via motion with direction to Administration on how to proceed

RECOMMENDATION

Should Council wish to award the tender as presented, the motion should be:

"BE IT RESOLVED THAT Inuvik Town Council hereby awards the 2022-2026 Solid Waste Disposal Facility Operations Contract to Harder Enterprise for the tendered price of \$279,000.00 per year."

Signature – Director of Public Services



Signature – Senior Administrative Officer



REQUEST FOR COUNCIL DECISION

Meeting Dates: December 13 and 15, 2021

RFCD #: 2021-SAO-122

TOPIC

PROPOSED NEW QUARRY BY-LAW 2676/GEN/21

BACKGROUND

The existing Quarry By-law was passed in 1994 and is quite outdated. Noted changes in the new proposed by-law include:

- a) Updated definitions and legislative references
- b) Updated quarry permit application form and quarry permit form (approved in November)
- c) Updated specified penalties for by-law infractions
- d) An increase in quarry fees from the existing fee schedule set in 1994

The attached by-law was given First and Second Readings at the November 24, 2021 Council meeting. Council may now proceed with giving Third and Final Reading.

FINANCIAL IMPLICATIONS

The slight increase in fees as well as new specified penalties may generate revenue for the Town.

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

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

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

The by-law has been vetted through the Town's legal counsel. As per their recommendation, the quarry permit application form and quarry permit format will be presented to Council as separate items for approval.

OPTIONS

Council has three options:

- 1. Give Third Reading to the by-law as presented via motion
- 2. Defeat the motion
- 3. Defer the item via motion with direction to Administration on how to proceed

RECOMMENDATION

Should Council wish to proceed with giving the by-law its required reading, the motion should be:

"BE IT RESOLVED THAT Inuvik Town Council hereby gives THIRD AND FINAL READING to By-law 2676/GEN/21, the Quarry By-law."

Signature – Grant Hood, SAO



**TOWN OF INUVIK
BY-LAW #2676/GEN/21**

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN THE NORTHWEST TERRITORIES FOR THE LEVYING OF FEES FOR MATERIALS TAKEN FROM TOWN OF INUVIK PITS AND QUARRIES

PURSUANT to the *Cities, Towns and Villages Act*, R.S.N.W.T. 2003 c.C-8 as amended;

WHEREAS the Council of the Municipal Corporation of the Town of Inuvik wishes to issue permits to users of the Town's pits and quarries for the purpose of delivery of quarry material to the Town's residents;

NOW THEREFORE, the Council of the Municipal Corporation of the Town of Inuvik, in a regular session duly assembled, enacts as follows.

1.0 APPLICATION

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

2.0 INTERPRETATION

2.1 In this by-law:

- 1) "**Allocated or Designated Area**" means the permitted area within a Town Pit or Quarry that may be assigned to a Permit Holder under the provisions of this by-law.
- 2) "**Applicant**" means a person or organization who makes application to the Town for a permit to purchase and remove quarry material from the Town's pits and quarries.
- 3) "**Application**" means the form of application to the Town of Inuvik for a permit to purchase and remove quarry material from the Town's pits and quarries.
- 4) "**Commissioner's Land Regulations**" means the *Commissioner's Land Regulations*, R.R.N.W.T. 1990, c.C-13, as amended.
- 5) "**Director of Public Services**" means the person appointed by the Council of the Town of Inuvik as the Director of Public Services, and includes any person designated by them to act on their behalf.
- 6) "**Peace Officer**" means any By-law Enforcement Officer of the Town of Inuvik, or any RCMP officer.
- 7) "**Permit Holder**" means a person to whom a valid Quarry Permit has been issued under the provisions of this by-law.
- 8) "**Quarry Permit**" means an annual permit approved by the Town of Inuvik which grants the Applicant quarry rights based on terms and conditions established by the Town expiring on December 31 of the year in which the permit was issued.

TOWN OF INUVIK
BY-LAW #2676/GEN/21
Page 2

- 9) **"Senior Administrative Officer"** means the Senior Administrative Officer of the Municipal Corporation of the Town of Inuvik, or their designate.
- 10) **"Town"** means the Municipal Corporation of the Town of Inuvik.
- 11) **"Town Pit or Quarry"** means all borrow pit, either owned by the Town or the Commissioner of the Northwest Territories or managed by the Town, where granular material is extracted.

3.0 QUARRY PERMIT APPLICATION AND APPROVAL

- 3.1 Except in the case of material removed pursuant to section 32 of the Commissioner's Land Regulations as amended, no material shall be removed from Town quarries or pits by an individual, corporation, municipality, government, or person unless a Quarry Permit authorizing the removal has been issued by the Town.
- 3.2 Where, in the case material may be removed pursuant to section 32 of the Commissioner's Land Regulations as amended, such material shall only be removed from areas allocated to the Town and designated by the Town.
- 3.3 The Senior Administrative Officer and the Director of Public Services are hereby authorized to approve Quarry Permit Applications on behalf of the Town in the format established by resolution of Council.
- 3.4 The Senior Administrative Officer or the Director of Public Services are hereby authorized to issue Quarry Permits in the format established by resolution of Council.

4.0 PEACE OFFICERS

- 4.1 Council may appoint such persons upon such terms as it requires by by-law and resolution to be Peace Officers to enforce and carry out the provisions of this by-law.
- 4.2 Every member of the Royal Canadian Mounted Police is an ex-officio Peace Officer for the purpose of enforcing and carrying out the provisions of this by-law.
- 4.3 No person shall obstruct, molest, or interfere with a Peace Officer in the performance of their duties with respect to the enforcement of this by-law.

5.0 OFFENCES

- 5.1 Every person who contravenes any provision of this by-law is guilty of an offence and is liable upon Summary Conviction to:
 - (a) for the first and each subsequent offence:

TOWN OF INUVIK
BY-LAW #2676/GEN/21
Page 3

- i) for a person, to a fine not exceeding two thousand dollars (\$2,000.00), or to imprisonment for a term not exceeding six (6) months, or to both;
- ii) for a corporation, to a fine not exceeding ten thousand dollars (\$10,000.00), or to imprisonment for a term not exceeding six (6) months, or to both.

5.2 A Peace Officer may issue a Summary Offence Ticket in the form prescribed by the *Summary Convictions Procedures Act* to any person who contravenes any provision of this by-law, and such person may, in lieu of prosecution, pay the Town of Inuvik the specified penalty for the offence as listed in Schedule A attached to and forming part of this by-law, prior to the court date specified on the ticket.

6.0 SEVERABILITY

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

7.0 REPEALS

7.1 By-law 94-1317 as amended and any previous Quarry By-laws in effect are hereby repealed.

8.0 EFFECT

8.1 This by-law shall come into effect upon the day of final passing thereof.

READ A FIRST TIME THIS 24TH DAY OF NOVEMBER, 2021, A.D.

READ A SECOND TIME THIS 24TH DAY OF NOVEMBER, 2021, A.D.

READ A THIRD TIME AND FINALLY PASSED THIS _____ DAY OF _____, 2021, A.D.

MAYOR

SENIOR ADMINISTRATIVE OFFICER

TOWN OF INUVIK
BY-LAW #2676/GEN/21
Page 4

I hereby certify that this by-law has been made in accordance with the requirements of the Cities, Towns and Villages Act and the by-laws of the Town of Inuvik.

SENIOR ADMINISTRATIVE OFFICER

SCHEDULE A
SPECIFIED PENALTIES

SECTION	OFFENCE	SPECIFIED PENALTY
3.1	Removal of material without approved permit	Individual Corporation \$2,000.00 \$5,000.00
3.2	Removal of material from non-allocated area	Individual Corporation \$2,000.00 \$5,000.00
4.3	Obstruction of Peace Officer	\$300.00

Director of Public Works Monthly Report for November 2021

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 are still having major problems caused by all the different types of wipes and J-cloth type materials being flushed down into the sewage system. The rags and debris are now causing us problems with our outlet pipes in the main sewage lagoon plugging up. Every time this past summer when we had a blockage, it has been rags and the like which have turned out to be the blockages. This trend of movement carried right on into November as we had to readjust utilidor around Junction 68 (behind the library) as well as the junction building itself. It was a lot of work as it is placed on original steel piles from the late 1950s! Another area we had to do a lot of adjustment to was the utilidor between Natala Drive and Kingalok Place. We also had to do the main water line going up to Hidden Lake.
- Our main intake out in the river gave us problems again this spring, so we have done repairs to the temporary intakes, and we now have a temporary fish screen for the temporary intake as well. We also installed some traffic control devices to keep traffic away from the river side of the pump house.
- This season, we have had brush cutters out to do a lot of clean up in the drainage system as well as repair a few damaged ends and cleaned out garbage from inside of the pipes. We pulled an old sleeping bag from inside one of the culverts on Wolverine Road. It was a culvert that we couldn't get to stay open during the past spring thaw.
- Beaufort Mechanical Services has finished as much of this year's utilidor replacement project as they could and have placed back into service the pieces that didn't get replaced. They will be able to get this project started again in late May as soon as we do not need the waste heat from the power plant to heat the water that we produce at the water plant.
- The decals we had placed on the blue garbage bins outlining bin etiquette seem to work better in some areas than others! There are a few areas in town that seem to not be reading what is on the info decals. This is an ongoing problem and now at the boat lunch bin, we are getting people dumping honey bags into the blue bin located there, and some people are dumping building demo scraps into the dumpsters.
- Allen Services has completed the sidewalk replacement project for this year, and it turned out very well.
- To view electric power produced by the solar panels at the Town Hall and the Midnight Sun Complex, please visit <https://www.inuvik.ca/en/living-here/building-energy-monitoring-system.asp>
- The sugar beet liquid that we put down on Industrial Road seems to be holding up way better than the sections we did with calcium treatment! We have had to regrade the sections that we did with calcium whereas we haven't had to touch Industrial Road yet. Some of the product has been bleeding off the road during the heavier rains we have had this month but because the product is non-hazardous this is not a problem. I have had calls from ENR about this and have provided them with the STS sheets that came with the product, and they also see there is no issues with the product.
- The new ball diamond and soccer field have been completed and will be turned over to us soon.
- The biomass boiler project for Hidden Lake was retendered and the bids we received have been sent to the Engineering firm for evaluation and should be ready to proceed in the new year as soon as the winter heating season is over.
- The additional heat exchanger and pumps for the water treatment plant was delayed until the winter heating season is over as there is no way to do the installation without draining the entire glycol system and that will have to be done as part of the utilidor replacement project, so we are going to wait for the summer to complete this project.

These are some of the things that happened in November and a couple of the previous months in 2021, 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









Protective Services

November 2021

Report to Council











November 2021 Statistics

Fires – 4	Hazmat - 0	Alarm -8	RCMP Assist - 1
			
Other -0	Collision -0	Medical - 1	Monthly Total- 14
			
2021 total -171			



November 2021 Statistics

Dogs - 7	Taxis -2	Fire Support -	Traffic -1
			
Patrols - 4	Citations - 2	Public Engagement + Public Behaviour-5	Emerg Line - 18
			

FIRE DEPARTMENT SUMMARY

PUBLIC ENGAGEMENT AND PREVENTION

Public Education has focussed on Social Media Campaigns for chimney fire and kitchen fire prevention. 2 personnel attended the Remembrance Day Ceremony. Firefighters have spent multiple evenings preparing and flooding the Ingamo Hall Rink.

TRAINING

Training during November included Search and Rescue, Live Fire and Response Scenarios, in addition to regular equipment inspections and firehall maintenance.

EMERGENCY RESPONSE

The Fire Department attended 14 incidents in November. Several were minor alarm calls, Mutual Aid to assist AMS and RCMP, or minor outdoor fires. One involved a chimney fire that had spread into the roof area. There was one major loss fire involving a large building. One firefighter slipped during this call, sought medical attention, remained in stable condition, and is now recovering at home.

INCIDENTS

Incident #	Date	Time	Day	Description	# Resp	Hours
FD21-158	2021-11-01	1:34	Mon	Alarm Mischief - 60 Bompas	1	1
FD21-159	2021-11-04	22:33	Thur	Alarm Mischief - 60 Bompas	1	1
FD21-160	2021-11-08	10:18	Mon	Mutual Aid - AMS Diabetic	2	1
FD21-161	2021-11-10	15:08	Wed	Fire - Outdoor Happy Valley	1	1
FD21-162	2021-11-11	20:54	Thur	Fire - Chimney - Mackenzie	20	5
FD21-163	2021-11-11	22:15	Thur	Alarm - Malfunction - Mountainview	1	1
FD21-164	2021-11-13	15:34	Sun	Mutual Aid RCMP Fire - Vehicle Arson	1	1
FD21-165	2021-11-17	7:25	Wed	Alarm - Malfunction FOL stood down	1	1
FD21-166	2021-11-17	14:41	Wed	Alarm - expired co and smoke semmler	2	1
FD21-167	2021-11-21	15:34	Sun	Alarm - boot lake - malfunction	3	1
FD21-168	2021-11-22	22:09	Mon	Alarm - hospital steam duct	1	1
FD21-169	2021-11-26	19:06	Fri	Fire - Veteran's Way	20	5
FD21-170	2021-11-27	15:46	Sat	Fire - Veteran's Way	25	22
FD21-171	2021-11-30	13:58	Tue	Alarm - Berger cooking	1	1

TRAINING

Date	Description	# Personnel
2021-11-03	Search and Rescue	
2021-11-10	Fire Scenarios	
2021-11-17	DIs	
2021-11-24	Hall maintenance and Clean up	

COMMUNITY ENGAGEMENT

Date	Description	# personnel
Multiple	Flooding Rink at Ingamo	6

SUMMARY

MED's focus for November has been complaint response and general patrol. Call volume was significantly lower than October allowing for administration catch up. Near the end of the month the Town was introduced to two school buses operated by the Nihtat Gwich'in Council. MED focused efforts on releasing public notice to drivers reminding them of the requirements when driving near school buses. MED officers also conducted frequent patrol during pickup/ drop off times ensuring drivers were following requirements. To date, no citations have been issued and all drivers seen have been operating their vehicles in a safe manner.

With temperate dropping near the end of the month, a public notice was issued reminding pet owners to ensure their pets are not being exposed to strenuous cold and to bring them inside if possible. MED began increasing patrols for animals showing signs of hypothermia and will likely see an increase of pound intakes through December. This month the pound hosted 2 dogs that were found at large. One dog was sent south for rescue while the other is pending rescue out of Edmonton. As this month was slower, MED took the opportunity to make improvements to the pound as well as complete a deep clean.

COMPLAINT RESPONSE

Report Type	Activity/Incident Type	Total
Case Reports	ANIMAL CONTROL: ALLOW DOG TO BE AT LARGE	2
Case Reports	ANIMAL CONTROL: CRUELTY OR NEGLECT	2
Field Report	TRANSPORT DOG TO AIRPORT	2
Case Report	ANIMAL CONTROL: VICIOUS/AGGRESSIVE DOG	1
Case Report	ANIMAL CONTROL: DOG BITE	2
Case Report	NOISE – BUISNESS	1
Citation	NOISE – CONSTRUCTION	1

PROACTIVE ENGAGEMENT

Report Type	Activity/Incident Type	Total
Field Report	FOOT PATROL	1
Field Report	TRAFFIC ENFORCEMENT OPERATION	1
Field Report	SCHOOL ZONE PATROL	4

Respectfully Submitted,

Peace Officer Aaron Waighorn

Peace Officer Raven Firth

Director of Protective Services Cynthia Hammond



SAO Report to Council

For the month of November 2021

Prepared By: Grant Hood SAO

November continued to be a varied month. One of the focus items was with assisting the Director of Finance in preparing the fiscal 2022 Interim Operating and Capital budget for Council presentation.

Another area that was a priority was various meetings with different GNWT department of Lands and ENR along with representatives of the Aurora Disposal Facility regarding the renewal of the lease by the Town of the old waste site and quarry by the airport.

Participated in a meeting with the Office of the Chief Public Health Officer regarding the new public health orders that were issued for Inuvik and Tuk.

Attended the virtual Tourism Stakeholders Meeting

During the month, the Directors and I participated in a 2-day planning session discussing various topics including human resources, Sunrise Festival logistics, training opportunities, take over of the ball diamond and soccer field from the GNWT along with various departmental updates.

With the situation in Tuk, I was asked to participate in the Regional EMO meetings given our experience with the initial setup for the isolation centre and other actions the Town took and continues to take with regards to Public Health Orders.

Participated in the 2-day Council orientation session

In addition to the 2-day planning session, the Directors met to have a review of their participation in the Council orientation session.

Chaired the Lottery Committee meeting to allocate media bingos for the January to June 2022 time frame.

I sit on the Public Lands Act Regulation Technical Advisory Council and we had an initial meeting regarding the administration of public lands in the Territory including an update on the current situation in Yellowknife with a trial method to transfer groups of public lands within municipal boundaries to the municipality.

Participated in meetings regarding updates with the Homeless Shelter and Warming Center.

Handled various internal HR issues along with other day to day activities.

**CAPITAL PROJECTS REPORT FOR COUNCIL
As Of November 30, 2021**

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	\$5,000,000	50%	\$2,647,010	All materials to complete some sections of the projects have been received. However, the section associated with the waste heat from the power plant will be completed next year.
2 nd Water Storage Tank	\$300,000	0%	\$2,855	To be completed in conjunction with Biomass project
Utilidor SCADA System	\$293,403	95%	\$18,794	Final inspection and configuration are still outstanding.
Pool Repairs and Liner	\$800,000	30%	\$205,117	NWT EHO approved the project plan, and the pool project is in progress
Road Improvements	\$92,735	20%	\$10,431	Tested industrial road for end dust, project is on hold and will be completed next year to fully utilize the value of the end dust.
Breynat Road Upgrade	\$1,011,146	0%	\$0	Finalizing tender preparation to ensure that it is ready for next year
Tourism Gateway Sign	\$125,000	100%	\$180,818	Complete
Town Office and Firehall Energy Upgrades	\$480,000	10%	\$80,281	Project on-hold, however looking to order major parts and re-issuing tender against next year.
Homeless Shelter Roof	\$75,000	100%	\$67,990	Complete
Firehall Exhaust System	\$70,000	65%	\$23,072	Beam will be delivered next year.
Chief Jim Koe Park Upgrades	\$1,530,000	60%	\$1,013,635	Building project is in progress.
Sidewalks	680,000	100%	\$661,753	Complete
SCBA Replacements	\$65,690	100%	\$65,689	Complete
Haul All Garbage Bins	\$84,895	100%	\$84,892	Complete
Hidden Lake Biomass project	\$1,487,937	10%	\$681,779	Received offers from the issued tender, however the tender and project plan is currently being reviewed by Engineers
Tourism Office Furniture	\$25,000	100%	\$10,281	Complete
Arctic Market Building Supplies	\$74,825	100%	\$69,868	Complete
MSC-Brine-piping replacement & pump	\$245,900	100%	\$221,578	Complete
MSC-Frick Control Panels-Replacement	\$58,900	100%	\$58,928	Complete

WTP Glycol Heat Exchanger	\$385,720	10%	\$39,100	Engineering work completed and equipment order being placed
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Town of Inuvik
Operating Budget Variance
For the 10 Months ending October 31, 2021

		2021		2021		2021	Variance	%	Notes
		Budget		Budget to Date		Actual			
REVENUE									
Administrative	\$	7,766,073	\$	7,756,652	\$	5,742,694	\$ (2,013,958)	-26%	1
Protective Services		78,000		75,265		63,136	(12,129)	-16%	2
Public Works		20,000		20,000		20,000	-	0%	
Environmental		465,000		358,863		422,724	63,861	18%	3
Tourism		78,900		75,825		158,522	82,697	109%	4
Recreation		312,920		217,430		222,405	4,976	2%	
Library		82,750		82,625		19,796	(62,830)	-76%	5
Fiscal		3,487,000		2,769,889		2,611,134	(158,755)	-6%	
Total Revenue	\$	12,290,643	\$	11,356,549	\$	9,260,410	\$ (2,096,139)	-18%	
EXPENSES									
Administrative	\$	3,134,143	\$	2,816,827	\$	1,799,757	\$ 1,017,070	-36%	6
Protective Services		772,030		627,774		535,879	91,895	-15%	7
Public Works		1,405,670		1,223,460		1,201,529	21,931	-2%	
Environmental		786,200		619,418		546,538	72,880	-12%	
Tourism		526,205		447,060		448,606	(1,546)	0%	
Recreation		3,521,014		2,796,722		2,173,248	623,474	-22%	8
Library		445,944		370,171		334,301	35,870	-10%	
Fiscal		808,000		673,332		667,131	6,201	-1%	
Total Expense	\$	11,399,206	\$	9,574,764	\$	7,706,989	\$ 1,867,775	-20%	
Surplus / (Deficit)	\$	891,437	\$	1,781,785	\$	1,553,422	\$ (228,364)		
Land Fund Revenue	\$	135,500	\$	133,667	\$	206,715	\$ 73,048	55%	9
Land Fund Expenditure		111,300		111,282		117,719	(6,437)	6%	
Surplus / (Deficit)	\$	24,200	\$	22,385	\$	88,996	\$ 66,611		
Utility Fund Revenue	\$	3,300,413	\$	2,667,039	\$	2,609,990	\$ (57,049)	-2%	
Utility Fund Expenses		3,082,864		2,526,026		2,520,337	5,688	0%	
Surplus / (Deficit)	\$	217,549	\$	141,013	\$	89,652	\$ (51,361)		
Total Surplus / (Deficit)		1,133,186		1,945,183		1,732,070	(213,113)		
Capital Project Funding									
Community Public Infrastructure	\$	2,520,351	\$	2,670,761	\$	2,554,000	\$ 116,761	-4%	
Gas Tax		2,298,792		1,149,396		1,551,167	(401,771)	35%	
Transfer from Reserves		1,986,952		1,580,548		40,827	1,539,721	-97%	
Small Communities Fund		401,334		328,364		401,334	(72,970)	22%	
Contribution Agreements and other funding		4,582,537		5,297,585		1,381,604	3,915,981	-74%	
Total Capital Project Funding	\$	11,789,966	\$	11,026,653	\$	5,928,932	\$ 5,097,721	-46%	10
Capital Projects									
Water Utility	\$	7,467,060	\$	7,039,071	\$	2,462,379	\$ 4,576,692	-65%	
Other Capital Projects		5,419,091		5,369,091		2,243,950	3,125,141	-58%	
Total Capital Projects	\$	12,886,151	\$	12,408,162	\$	4,706,329	\$ 7,701,834	-62%	11
Net Capital Projects	\$	(1,096,185)	\$	(1,381,509)	\$	1,222,604	\$ (2,604,113)	-188%	
Surplus (Deficit) after Transfers		37,001		563,674		2,954,674	(2,391,000)	424%	
Amortization		3,500,000							

Notes

- Grant in Lieu from Federal, GNWT and CBC are yet to be received.
- Fire Department Recoveries was lower than budgeted amount.
- Tipping fees resulting from increased dump at the waste site.
- Increase in sponsorship revenue and special projects funding such as funding from NWT chamber of commerce for shop local campaign

- 5 Library Block funding and a portion of literacy funding not received yet
- 6 Expenditure timing for Seniors tax subsidy and Education requisition
- 7 Minimal Fire Supplies purchases and reduced utilities (heat)
- 8 Vacation adjustment from January; Reduced operating expenses associated with Pool facility and Summer Day Camp program.
- 9 Land sale
- 10 Breynat Road and Glycol fundings not yet received
- 11 Expenditure timing for major projects such as Breynat Road, Utilidor Replacement and Biomass project

OVERVIEW

Our team continues to monitor risk and work collaboratively as we manage multiple projects and events working with our various stakeholders. Our team is currently working either from the Town Office or off-site at various events & venues such as the Midnight Sun Complex. Our team continues to adhere to risk mitigating measures to ensure the well being of our team, colleagues, & clients. All department staff are following all Town of Inuvik and GNWT health & safety policies and procedures.

MARKETING & COMMUNICATIONS COORDINATOR ACTIVITIES

- Town of Inuvik – Tourism & Event Promotions
 - Social Media Planning & Content Creation
 - Working on new Tourism website & branding
 - Preparation of collateral, marketing materials, social media content & online forms
 - Culture Connections
 - WINTER Arctic Market
 - Small Business Week
 - Inuvik Guide
 - Inuvik Sunrise Festival
 - Tourism Stakeholder Committee
 - Artisan Collective Online Store (Administration & management of inventory)
- Town of Inuvik – Municipal Communications
 - Departmental Updates, Notices, Posters, Forms, Surveys, & Requests
 - TOI Online Business Directory
 - TOI Website Maintenance
 - TOI Profiles
 - TOI Communications Policy
 - TOI Corporate Branding & Graphic Standard Policy
- Attended Meetings & Workshops
 - Weekly Department Planning Meetings
 - Worked Elections (Oct 4 & Oct 18)
 - Inuvik Guide Meeting (Oct 12)
 - Website Training (Oct 20/21)
 - NWTT AGM & Sessions (Oct 26-28)
 - NWTT Workshops (Nov 2-Nov3)
 - Tourism Stakeholder Meeting (Nov 5)
 - Participated in 3rd Annual Performance Review (Nov 16)

SPECIAL PROJECTS & EVENTS COORDINATOR ACTIVITIES

- 2022 Inuvik Guide Administration
- Organization & Inventory of Department equipment, inventory, & supplies
- Preparation, planning, & administration of programs & events
 - Culture Connections Workshops
 - WINTER Arctic Market
 - Small Business Week
- Attended Meetings & Workshops
 - Weekly Department Planning Meetings
 - Worked Elections (Oct 18)
 - Inuvik Guide Meeting (Oct 12)
 - Website Training (Oct 20/21)
 - NWTT AGM & Sessions (Oct 26-28)
 - NWTT Workshops (Nov 2-Nov3)
 - Tourism Stakeholder Meeting (Nov 5)

DIRECTOR ACTIVITIES

- Administrative Duties
 - Cheque Requisitions
 - Invoice & Expense Reconciliation
 - Department & Municipal Budget Prep
- Funding Procurement / Administration / Reporting
- Project Management
 - Inuvik Small Business Week
 - Inuvik Tourism Stakeholder Meeting
 - New Tourism Website & Branding
 - Inuvik Sunrise Festival
 - Culture Connections Workshops
 - WINTER Arctic Market
- Partnership & Collaboration Activities
 - Conference Call with NWT Tourism
 - Conference Call with Inuvik Community Corporation
 - Conference Call with Innovate / ACTMC
 - Conference Calls with Inuvik Sunrise Festival Sponsors
- Ongoing Projects & Planning Activities
 - Annual Department Work Plan
 - Operational Guidelines / Schedule / Procedure Strategy Document for new building
 - 3-Year Funding Procurement & Capital Project Planning
- Meetings & Workshops
 - Inuvik Guide Meeting (Oct 12)
 - Participated in TMAC Meetings (Oct 13)
 - Worked Elections (Oct 18)
 - Website Training (Oct 20/21)
 - Director Meeting (Oct 25)
 - Manager Meeting (Oct 28)
 - NWTT AGM & Sessions (Oct 26/28)
 - NWTT Workshops (Nov 2/3)
 - Tourism Stakeholder Meeting (Nov 5)
 - DIRECTOR Meeting to Discuss COVID Policy (Nov 8)
 - ALL DAY DIRECTOR PLANNING MEETINGS (Nov 9 & 10)
 - Council Orientation (Nov 13)
 - Director Meeting (Nov 16)
 - Annual Performance Review of Employee (Nov 16)
 - Vaccination Policy Meeting with Legal Counsel (Nov 19)

STRATEGIC PRIORITIES CHART

AUGUST 2021

The Town of Inuvik recognizes the Truth and Reconciliation Calls to Action in its decision-making processes
<https://www.inuvik.ca/TRC-Calls-to-Action/>

COUNCIL PRIORITIES

NOW 1. PARKS & TRAILS: Long-term Plan 2. OPERATIONAL REVIEW & HR MANUAL 3. ENVIRONMENTAL: Town Practices Review 4. INTEGRATED COMMUNITY SUSTAINABILITY PLAN: Update 5. SCHOOL ZONE AND PARKS & PLAYGROUNDS SPEED LIMITS		TIMELINE 1. August 2021 2. September 2021 3. October 2021 4. November 2021 5. September 2021
NEXT <ul style="list-style-type: none">• Council and Committee Meeting Review – August 2021• Council Indemnity By-law Review – September 2021	ADVOCACY / PARTNERSHIPS <ul style="list-style-type: none">• <i>Inuvik Leadership Table (GTC/IRC)</i>• <i>Quarterly RCMP Liaison</i>• <i>Homeless Strategy (Interagency Group)</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>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>	

OPERATIONAL STRATEGIES

ECONOMIC DEVELOPMENT & TOURISM 1.Chief Jim Koe Park: Arctic Market/Visitor Building – Dec 2021 2.Operations Guideline & Service Manual (Visitor Ctr) – Dec 2021 3.Post-COVID Action Plan – Dec 2021 • MCIT/ Event Festival Marketing Strategy • 3-year Funding and Budget Procurement Strategy	FINANCE & ADMINISTRATION 1. TOI Online Registration & Services Integration – Oct 2021 2. New Payroll System: Testing & Implementation – Mar 2022 (test) & June 2022 (implement) 3. Budget Preparation: Capital Expenditures – Nov 2021 • Restructuring of Administration Dept • Procurement Policy Review • Job Description Review • Injury/Incident Report Form Development
PUBLIC WORKS & INFRASTRUCTURE 1. PARKS & TRAILS: Long Term Plan – Aug 2021 2. Roads Maintenance Priority List: Review – Dec 2021 3. Water Intake System Review – Mar 2022 • Utilidor Replacement Schedule – Sept 2021 • Solid Waste Site Operations Contract Review – Sept 2021	COMMUNITY SERVICES 1. Recreation Facility: Community Survey Report – Sept 2021 2. Community Groups (Contacts) Listing & Events Calendar – Dec 2021 3. Library Outreach Programs – TBD • Keyless Entry System Review – Ongoing • eRec Replacement Program – Oct 2021
SENIOR ADMINISTRATION OFFICER 1.OPERATIONAL REVIEW & HR MANUAL – Sept 2021 2.ICSP: Update – Nov 2021 3.ENVIRONMENTAL: Town Practices Review – Oct 2021 • ATIPP Implementation – June 2022 • Land Administration Agreement Review • 2021 Elections Preparation	PROTECTIVE SERVICES 1. Emergency Management Plan Review – Sept 2021 2. SCHOOL ZONE AND PARKS & PLAYGROUNDS SPEED LIMITS – Sept 2021 3. Bite Prevention Program – Sept 2021 • Reviewing Operational Guidelines – FD and MED • Development of Youth Programming

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 – Online Course for All Staff
4. Staff Development Program: Proposal – July 2021
5. Interdepartmental Relations – Ongoing

BOLD CAPITALS = Council NOW Priorities; **CAPITALS** = Council NEXT Items; *Italics* = Advocacy; Title Case = Operational Strategies



AURORA RESEARCH INSTITUTE
A U R O R A C O L L E G E

Aurora Research Institute
PO Box 1450, Inuvik, NT X0E0T0
Tel: (867) 777-3298 Fax: (867) 777-4264

www.nwtresearch.com

Nov 22, 2021
Application No. 5131

Application for Multiyear Research

I would like to inform the Town of Inuvik that an application for a Northwest Territories Scientific Research Licence has been received by the Aurora Research Institute. Application No. 5131 was submitted by:

Dr. Bram Noble
117 Science Place

Phone: (306) 966-1899
Email: b.noble@usask.ca

to conduct the following study:
Community Appropriate Sustainable Energy Security (CASES) in Northern and Indigenous Communities

For the following years:
2021 to 2026

Please read the enclosed application and send comments to the Manager of Scientific Services at the Aurora Research Institute. A comment form has been included with this review package for your convenience. Responses can be submitted online at <https://polar.nwtresearch.com> or emailed to licence@nwtresearch.com.

Sincerely,

Jonathon Michel
Manager, Scientific Services



Application #5131

Community Appropriate Sustainable Energy Security (CASES) in Northern and Indigenous Communities

Year: 2022 Length Of Project: Year 3 of 5

Inuvialuit Settlement Region, Gwich'in Settlement Area

Physical Sciences

Principal Investigator:

Dr. Bram F. Noble
University of Saskatchewan
117 Science Place
Saskatoon, SK
S7N 5C8, Canada
Phone: (306) 966-1899
Email: b.noble@usask.ca

Primary Contact Information:

Same as Principal Investigator

Research Supervisor Information:

Same as Principal Investigator

Emergency Contact Information:

Jackie Martin
117 Science Place
Saskatoon, SK
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Phone: 306 966 8758
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Team Members:

Bram Noble, Greg Poelzer, Jordan Peterson, Jackie Martin, Kevin Hanna, Tony Chung, Rhys McMaster, Sara Thompson, Renata Leonhardt, Ken Belcher, Grant Sullivan, Arwa Jaradat, Laura Lynes, Vikas Menghwani, Hakan Armagan, Rosa Brown, Darby Desrosiers, Minika Ekanem, Jordan Koe, Dakota Norris

Research Locations

Description for where research will be carried out:

Communities:

Aklavik, Inuvik, Fort McPherson, Tsiigehtshic

Project Description

Dates of Research Activity:

Start Date: Feb 21, 2022 -- End Date: Mar 04, 2022

Start Date: May 01, 2022 -- End Date: May 31, 2022

Start Date: Sep 05, 2022 -- End Date: Sep 16, 2022

Start Date: Nov 01, 2022 -- End Date: Nov 18, 2022

Objective:

PURPOSE: The overall goal of the CASES Partnership is to co-create and broker the knowledge, understanding, and capacity to design, implement and manage renewable energy systems that support and enhance social and economic values in northern and Indigenous communities. The Partnership's objectives are to:

- i) Co-develop and apply tools for assessing, understanding, and enhancing the social and economic value of renewable energy in northern and Indigenous communities.
- ii) Determine the necessary and sufficient conditions, including common challenges and solutions, for successfully introducing renewables into the energy mix of northern and Indigenous communities.
- iii) Facilitate co-learning between partners and 'sister communities' to share knowledge and innovations that contribute to long-term sustainable energy security, through a network of model energy communities across the Circumpolar North.
- iv) Create a northern Circumpolar knowledge sharing platform, comprised of model community energy plans, energy transition toolkits, and stories from international experience for communities, utilities and researchers to network, exchange knowledge, and facilitate long-term capacity building.
- v) Train a new generation of interdisciplinary leaders, researchers, policy makers, and practitioners to transform energy systems and promote sustainable energy systems in northern and Indigenous communities.

Rationale:

Context: Energy security is vital to self-determination in the North. It is a basic need for food security, water treatment, and ensuring the health and social well being of communities. Yet, many northern communities are in, or approaching, a state of energy insecurity. Energy infrastructure is aging or operating beyond capacity. Imported fuel to heat homes and power off-grid communities is expensive, contributing to high costs of living and constrained development opportunities. For grid-connected communities, electricity can be intermittent and infrastructure increasingly vulnerable to climate change and severe weather events.

Advances in renewable energy technologies are setting the foundation for what may be the most significant transition since the industrial revolution. The North is well-poised for energy transition. However, there is often an assumption that existing renewable energy systems, including policies and governance, can simply be 'plugged-in' to the social and economic life of northern communities. Energy and social systems are tightly connected. Energy transition and renewable energy development in the North must be co-planned, co-implemented, and informed by local needs, values, and aspirations, but tempered by technological realities.

History: In 2017, with the support of the Government of Canada, United States' Consulate, and SaskPower, the University of Saskatchewan hosted a symposium on renewable energy in the North, engaging energy utilities, industry, researchers, and community leaders from Canada (Saskatchewan, Northwest Territories), Alaska, northern Sweden, and northern Norway. Four issues emerged from the workshop about the future of energy

transition and security in the North. First, any investments in renewable energy systems in the North must serve to enhance social and economic values and opportunities in northern communities. Second, the technology is proven but the governance, economic, and human capacity needs of many northern communities to invest in and sustain renewable energy is uncertain. Third, there are few tools available locally to assist northern communities in renewable energy planning, assessment, and transition. Fourth, there are northern communities that have successfully introduced renewables into their local energy mix, but there is a lack of sharing of success, struggles, and solutions and limited opportunities to learn from energy innovators and front-runners.

Stemming from this workshop, the Community Appropriate Sustainable Energy Security (CASES) Partnership was formed. The Partnership involves 15 public and private sector partners, 30+ researchers, and seeks to engage 15 northern and Indigenous communities from across Canada, Alaska, Norway, and Sweden (see attached: "About the CASES Partnership").

Methodology:

This is a multi-year partnership initiative. Not all stages of the project are "research". The project involves a combination of research activities and knowledge sharing events to build a foundation for, and advance, community appropriate energy solutions. The main steps and methods involved in the project over its 7-year duration are summarized below.

[A] Community Energy Profiles (Year 1-2): We will assess existing community energy systems as a baseline and develop community energy profiles as a planning resource for communities and utilities. Working with our partners, we will develop community energy profiles of: i) energy systems (e.g. assets, supply chain, use patterns, governance); ii) energy costs, benefits, vulnerabilities, renewables incentives; and iii) potential renewable resources and technologies. Energy profiles will help communities chart their own energy future and inform the design of energy systems that enhance values and reduce vulnerabilities to energy insecurity. Data collection methods will be based on energy models developed using energy use data; workshops with communities to explore how energy is used and current and future community energy needs; and interviews with community members, leadership, and energy utilities about energy use, energy needs, energy regulations, and energy investment programs and opportunities.

[B] Sister Communities Energy Forum (Year 2): We will bring together representatives from each of the 15 communities across northern Canada (NWT: Aklavik, Fort McPherson, Tsiigehtshic, and Inuvik; Saskatchewan: Deschambault Lake, Pellican Narrows), Alaska, Sweden, and Norway for a 4-day energy forum hosted by the Alaska Center for Energy and Power, at Fairbanks, Alaska. We will share energy profile results, discuss common gaps and challenges, and explore solutions. Community participants will also share narratives on the meaning of 'energy security' and the diversity and commonality of energy values. We will record stories as part of a video production for communities on energy security in the North, which will be produced near the end of the project.

[C] Community Energy Futures Assessment (Year 2-3): Through community energy futures workshops (futures cliniques), we will co-produce bottom-up visions for community energy based on local values and aspirations. Workshops will involve community members, utilities, elders and youth to frame: i) opportunities to advance/innovate existing renewable energy projects; ii) opportunities for new projects to meet current and future energy needs; iii) problems or challenges that could be tackled by future projects; and iv) desired energy futures and long-term energy goals. Results will complement community energy profiles and identify opportunities to use renewables to create value and reduce vulnerability or insecurity.

[D] Sister Communities Energy Forum (Year 4): We will once again bring together representatives from each of the 15 communities across northern Canada, Alaska, Sweden, and Norway for a 4-day forum, this time at Inuvik. The forum will be held during the Arctic Energy and Emerging Technologies conference. We will present energy futures assessment results and engage in cross-sector discussions of constraints and strategize about solutions based on international sister community experience. We will explore alternative renewable technology and infrastructure and design features based on results of community energy futures workshops – specifically, analyses of how technologies operate, costs, infrastructure needs, and reliability. We

will engage local NWT community elders and youth to share narratives on energy security and revisit questions asked at the first sister community energy forum in Alaska.

[E] CASES Energy Transition Assessments (Year 4-5): Working with partners and communities, we will assess what is 'community appropriate' – the possibilities, value generation, and constraints associated with renewables; the intended and unintended consequences; and the needed investments in technology, infrastructure, governance and capacity to achieve energy self-sufficiency. Data collection methods will be based on energy systems models and scenario analysis using energy profile data; workshops with communities to explore the impacts and opportunities presented by different energy options; and interviews with community members, leadership, and energy utilities about the potential impacts, challenges, and benefits of different energy futures and options.

[F] International Best-practices Forum on Renewable Energy Transition (Year 6): We will host a 3-day forum in Saskatchewan engaging all community leaders and partners, and inviting other communities, industries and governments external to the partnership. We will share results from CASES assessments, explore common opportunities and challenges to renewable energy, and explore viable solutions to address these challenges. The forum will provide an opportunity for community participants and partners to learn about innovations and practices in renewable energy from participants from other jurisdictions – including models of ownership, rate structures, and governance to facilitate energy transition. A major outcome will be a set of international principles for 'community appropriate' sustainable energy security' in the North to shape future energy planning, policy and investment decisions.

[G] Comparative Analysis (Ongoing): From the start of the project, we will be undertaking comparisons of energy profiles, assessments, and challenges across regions in Northwest Territories, northern Saskatchewan, Alaska, Sweden, and Norway. Communities in Alaska and Norway are more advanced in community-based renewable energy systems than communities in northern Canada. There are likely valuable lessons to learn. We will be asking "why here, not there" and "why like that here and like that there" questions. We will be sharing the results with communities and partners throughout the project, and communities will share directory with other communities during our energy forums.

[H] CASES Toolkits (Ongoing): Working with communities, other partners, and researchers, we will develop toolkits for community energy planning. These will include community energy planning templates, models for ownership and governance, information on renewable technologies and system design capabilities, and guides for community engagement in energy planning. The assessment frameworks used in our project will be translated to easy-to-use models for communities to use as self-assessment tools and monitor energy transition progress. Toolkit development will be ongoing throughout the project.

[I] 'Storyteller' Forums (Year 7): This is a seminal activity of the Partnership and an opportunity to expand its impact. We will hold four forums (Yellowknife, Winnipeg, Ottawa, Saskatoon), co-led by the Canadian Museum for Human Rights. Forums will engage community leaders, governments, utilities and communities who have yet to invest in renewables, or at the early stages of transition, to learn about approaches, problems, and solutions. Throughout our project we will capture video from energy forums, interviews, and workshops to develop a video series that captures the importance on energy security in the North, shares lessons from front-runners and innovators, and highlights the value derived from energy systems that are community-appropriate. Videos will be complemented by posters and displays and talks from partners and northern community leaders involved in the project.

Communication Plan:

Knowledge Exchange Events: Major knowledge sharing activities by project stage include:

Year 1-2: Local community energy planning workshops to present, review and evaluate community energy profiles [NOTE: Initial workshops and forums will be held virtually due to COVID-19 health and safety precautions]

Year 2: Sister communities energy forum at Alaska, engaging community leadership/representatives from all communities (tentative for May 2022)

Year 2-3: Local community energy planning workshops to develop community energy futures/visions.

Year 4: Sister communities energy forum at Inuvik, engaging community leadership/representatives from all communities.

Year 4-5: Local community energy planning workshops to assess community energy options.

Year 6: International best-practices forum at Saskatoon, engaging community leadership/representatives from all communities.

Year 7: Story Teller forums, hosted at Yellowknife, Winnipeg, Ottawa, Saskatoon.

Energy Planning Toolkits: The research will result in the development of community energy planning toolkits, which will include energy profiles and model energy plans and templates for local communities and leadership.

Energy Gateway: An open-access web-based tool will be created in Year 2 of the project, where all project information and community energy data will be stored and made available. This will be a key resource for communities and northern energy utilities and governments. Energy Gateway will include such resources as: toolkits for communities to undertake energy assessments; community energy profiles; model community energy plans; energy literacy material, illustrating the different types of energy ownership and benefits-sharing structures; story-teller videos; and a network of utilities, communities, and researchers. This will be a primary portal for the project.

Short Video: Videos taken during our project will be compiled into a short production on energy security in the North, sharing stories about northern energy, opportunities for renewables, and lessons from international success stories. The videos will be shown in each community through an open house near the end of the project.

Policy Reports, Papers, Student Theses: All policy briefs, major presentations, and other papers and reports will be made available on the Energy Gateway.

Travel Arrangements:

Travel: Air to Inuvik + vehicle, air, or ice road for local travel depending on location and seasonality.

Destination: Locations for each trip include 4 communities: Aklavik, Fort McPherson, Tsiigehtshic, and Inuvik.

Dates: Multiple field visits anticipated by research team for data collection, energy forums, and knowledge dissemination pending guidance from project partner (GTC): 02/21-03/04; 05/01-05/31; 09/05-09/16; 11/01-11/18

Ethics

Will you be interviewing or surveying NWT residents?

Yes

What organization conducted (or will be conducting) the Ethics review for this research?

University of Saskatchewan [License # Beh 1616; annual renewal submitted 17-10-2020]

When was the review received (or anticipated to be received)?

Nov 27, 2020

How will you maintain participant confidentiality in your research?

A main reason for the CASES Partnership is to share knowledge about and experiences with renewable energy development – including the challenges, opportunities, and lessons learned. Research activities involve interviews, community workshops and forums. Many participants in the research (e.g. community leaders, utilities, etc.) are from partner organizations and are already known to each other. Many participants involved in the research will be interacting with each other, and the research team, regularly over a 7-yr project period. Under such conditions, confidentiality is difficult to guarantee. However, the following measures will be applied:

WORKSHOPS: For community workshops we will not be identifying or reporting names of attendees or attributing responses to individuals in the reporting of results. All workshop data will be aggregated to the community level. We may use quotations from the workshop when reporting results, but a person's name will not be reported. It's possible that a participant may be identifiable to others outside the workshop based on what they have said. This is unavoidable given the openness and transparency of community workshops. Workshop discussions will be recorded on worksheets by notetakers. Names will not be recorded on the worksheets. See below for details on data storage.

INTERVIEWS: For individual interviews with community members and leaders, we will not be identifying or reporting names or attributing responses to individuals in the reporting of results. All interview data will be aggregated to the community level. We may use quotations from an interview when reporting results, but an individual's name will not be reported with the results. Interviews will be transcribed, but personally identifying markers removed and consent forms stored separately. See below for details on data storage.

VIDEOS: We obviously cannot guarantee confidentiality for those individuals participating in storyteller forms and who agree to participate in a video interview. The purpose of these activities is to publicly share northern experience with energy security and transition. This is clear on the consent forms and will be clearly explained to all participants.

NATURE OF DATA COLLECTED: Given the nature of our research (focused on energy systems and renewables), the data we are working with are not of a personal or sensitive nature – i.e. it includes information about community level energy use, community energy incentives, policy and regulatory challenges, community energy futures, and community energy capacity.

How will the data be stored over the short and long terms?

Following the requirements of the University of Saskatchewan Research Ethics Board:

1. Interview recordings will be transcribed, but the person's name will be removed from the files and any consent forms or personal identifiers stored separately.
2. Any personally identifying information will be removed from workshop data or worksheets, and the participant list stored separately.
3. All data will be stored on a secure server at the University of Saskatchewan. Data files are accessible only by the lead researchers and server access is password protected behind a multi-layered secured system.
4. Video files will be stored on the same server, but in separate files.

Supporting Information

Potential Adverse Impacts:

No adverse impacts to the environment or communities are anticipated as a result of this research.

Adverse Impact Mitigation:

Not applicable.

Emergency Response Plan

Please see attached for our Travel and Fieldwork Safety Plan, approved by the University of Saskatchewan.

Tags:

renewable energy; energy security;

Distribution

Inuvialuit Regional Corporation
Aklavik Community Corporation
Hamlet of Aklavik
Inuvik Community Corporation
Town of Inuvik
GTC Department of Cultural Heritage
Ehdiitat Gwich'in Council
Tetlit Gwich'in Council
Nihtat Gwich'in Council
Tsiigehtchic Charter Community Council
Tsiigehtchic Charter Community Gwichya Gwich'in Band
Hamlet of Fort McPherson
Inuvialuit Joint Secretariat



Nov 22, 2021
Application No. 5131

Scientific Research Licence Comment Form

Town of Inuvik

Project Details

Community Appropriate Sustainable Energy Security (CASES) in Northern and Indigenous Communities

Submitted by: Dr. Bram Noble

Length of Project: 5 year(s)

Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5131:

No concerns, requests or suggestions to express at this time(check here):

☐

Signature of Town of Inuvik official

PRINT NAME

Grant Hood

SIGNATURE

[Signature]

DATE

November 24, 2021

Confirmation Report

Fax Number
Local Name
Fax Name

18677778601

The job has been sent.
Original Size: 8.5 x 11"



AURORA RESEARCH INSTITUTE
AURORA COLLEGE

Aurora Research Institute
PO Box 1450, Inuvik, NT X0E0T0
Tel: (867) 777-3298 Fax: (867) 777-4264

www.nwtresearch.com

Nov 22, 2021
Application No. 5131

Scientific Research Licence Comment Form

Town of Inuvik

Project Details

Community Appropriate Sustainable Energy Security (CASES) in Northern and Indigenous Communities
Submitted by: Dr. Bram Noble
Length of Project: 5 year(s)

Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5131:

No concerns, requests or suggestions to express at this time (check here): ☐

Signature of Town of Inuvik official

PRINT NAME

SIGNATURE

DATE

Grant Hood

November 24, 2021

Page 9 | 9 Noble, Bram Application No. 5131

No.	Job	Remote Station	Start Date & Time	Duration	Pages	Protocol	Contents	Status
1	4722	ARI	11-24; 4:25 PM	30 Secs	1/1	Super G3		Completed



Application #5130

Permafrost conditions along the Dempster-ITH corridor

Year: 2022 Length Of Project: Year 3 of 3

Inuvialuit Settlement Region, Gwich'in Settlement Area

Physical Sciences

Principal Investigator:

Emma Stockton
 Carleton University
 PO 2816
 Inuvik, NT
 X0E 0T0, Canada
 Phone: (613) 809-3254
 Email: emmastockton@cmail.carleton.ca

Primary Contact Information:
 Same as Principal Investigator

Research Supervisor Information:
 Same as Principal Investigator

Emergency Contact Information:
 Joel McAlister
 191 Mackenzie Road
 Inuvik, NT
 X0E 0T0, Canada
 Phone: 8676785346
 Email: JMcAlister@auroracollege.nt.ca

Team Members:
 Mary Wilson, Edwin Amos, Greg Elias, Ryan McLeod, Steve Kokelj, Jen Humphries

Research Locations

Description for where research will be carried out:

The research team is based out of Aurora Research Institute (ARI) in Inuvik. We will be working in the right-of-way of the Dempster Highway and ITH and within municipal limits of Inuvik.

Location Coordinates:

67.109264 ° Latitude || -136.087976 ° Longitude

Location Description:

Dempster Highway, north from territorial border

67.448874 ° Latitude || -134.789016 ° Longitude

Location Description:

Dempster Highway, Fort McPherson

68.316689 ° Latitude || -133.438327 ° Longitude

Location Description:

Dempster Highway, Inuvik Airport

68.534724 ° Latitude || -133.765691 ° Longitude

Location Description:

ITH, north of Inuvik

69.017174 ° Latitude || -133.271173 ° Longitude

Location Description:

ITH, Husky Lakes

Communities:

Inuvik, Tuktoyaktuk, Fort McPherson

Project Description

Dates of Research Activity:

Start Date: Jan 01, 2022 -- End Date: Dec 31, 2022

Objective:

The first objective of this research is to understand how ground temperatures vary within the highway embankment between the border on the Dempster Highway and the north end of the ITH. The road surface varies little between these points and it is cleared in winter, so conditions should be uniform and not be affected by vegetation. This will allow us to understand how climate, and climate alone, affects ground temperatures, without interference from the effects of vegetation. The second objective of the program is to determine how well current models used to predict ice thickness on lakes actually work. We will change snow conditions on a lake near Inuvik by shovelling snow at different times in the winter and measuring the effects this has on lake-ice growth. These observations will be compared with what lake-ice models predict the effect of such adjustments should be.

Rationale:

Climate change affects permafrost conditions. In western Arctic Canada near Inuvik, air temperatures increased from about -10 °C to -6 °C between 1960 and 2019, with the greatest warming in winter. As a result, ground temperatures have increased by about 1 °C to 2 °C. Permafrost degradation can also occur due to surface disturbance, such as during construction and maintenance of highways. Climate and surface conditions vary across the region therefore the rate of ground warming will be uneven. A major change in permafrost temperatures occurs across treeline. The ground becomes colder crossing the Arctic treeline northwards between Inuvik and Tuktoyaktuk, but strangely becomes warmer crossing alpine treeline upwards between Fort McPherson and the border. This is because the climate is warmer at high elevation in winter than down in the plain of the Mackenzie Delta. Most projections of the effects of climate change on ground temperatures use scientific models, which are based on the physics of heat flow and freezing. Our confidence in the ability of these models to accurately predict future conditions depends on their performance in predicting what we can observe at present.

Methodology:

The objective will be achieved by installing temperature sensors in the highway and right-of-way. The sites will

be across treeline in the tundra and forest. Sensors will be placed in shallow holes drilled into the road and ground surface. Vegetation and snow surveys will also be made at each location. Data will be downloaded wirelessly onto a laptop and returned to Inuvik for analysis.

Communication Plan:

We will be in communication with the GNWT Department of Infrastructure (INF) about drilling in the centre of the highways. We will also inform the James Creek Highway Maintenance Camp near the border and maintenance operators for other parts of the highway about our activities along the road. We are willing to present our research to the communities of Inuvik, Tuktoyaktuk, Fort McPherson and Tsiigehtchic. This includes the Hunter and Trappers Committees and the Renewable Resources Committees in the communities, and at the Aurora Research Institute (ARI) in Inuvik. However, to ensure the health and safety of communities we will only present our research after COVID-19 restrictions have been lifted. We will also produce a plain language report at the end of the project. The principal investigator is based in Inuvik and willing to speak to any community members and agencies with questions about the research.

Travel Arrangements:

All field sites will be accessed via truck on the Dempster and ITH. Fieldwork will be conducted throughout 2022, typically every 6-8 weeks.

Ethics

Will you be interviewing or surveying NWT residents?

No

How will the data be stored over the short and long terms?

In the short-term, data will be stored in an Excel file and backed-up on hard drives managed by the principal investigator. At the end of the project, data and equipment will be given to the Northwest Territories Geological Survey (NTGS), for publication in an Open File report.

Supporting Information

Potential Adverse Impacts:

We do not anticipate any adverse impacts to people or the environment as a result of this study.

Adverse Impact Mitigation:

All equipment will be transported to the sites by truck and returned to the Aurora Research Institute in Inuvik. The only equipment remaining in the field will be data loggers. All garbage will be brought back to Inuvik where it will be disposed.

Emergency Response Plan

Before departing to the sites, a Journey Management Plan will be submitted to the ARI. We will follow field safety procedures outlined by the ARI, such as communication using a satellite phone and regular updates on our location using a satellite pager. A minimum of two people will perform fieldwork together to look out for traffic and wildlife. A first aid kit and firearm will be taken to site. Along the highway, sites will be selected for good visibility and safe parking of the vehicle at the side of the road. To warn other drivers of our activities, we will set out road signs and turn on our vehicle's flashing lights. Appropriate clothing will be worn during fieldwork, including warm clothing and a reflective jacket along the highway. The following steps will be taken to ensure the health and safety of communities and colleagues during the COVID-19 pandemic:

- All team members are NWT residents based in Inuvik or Yellowknife.
- The field team will follow all instructions and guidelines issued by public health officers in the NWT, including:

- o Disinfecting all working surfaces in vehicles and places with multiple working people.
- o Team members will maintain a safe distance from other people inside buildings and outside at all times.
- o Team members will wear face masks inside public spaces at all times.
- o Team members will consult relevant authorities about treatment of materials that are used temporarily, such as library books, and post-use storage.
- o Team members will not share items that may pass the virus such as cigarettes, food or drinks.
- o Team members will not enter communities other than Inuvik, where they are based, until cleared by GNWT Public Health.
- o Team members will take all other precautions as instructed by staff of the

Tags:

Permafrost, lake ice, climate change, ground temperature, Dempster Highway, Inuvik-Tuktoyaktuk Highway, ITH, modelling, western Arctic;

Distribution

Environmental Impact Screening Committee - c/o Joint Secretariat

Inuvialuit Land Administration

Inuvialuit Regional Corporation

Inuvik Hunters and Trappers Committee

Tuktoyaktuk Hunters and Trappers Committee

Gwich'in Renewable Resources Board

Gwich'in Tribal Council

Tetlit Gwich'in Renewable Resource Council

Nihtat Gwich'in Renewable Resource Council

Tsiigehtchic Charter Community Gwichya Gwich'in Band

Gwichya Gwich'in Renewable Resource Council

Gwich'in Land Use Planning Board

Town of Inuvik

Hamlet of Tuktoyaktuk

GTC Department of Cultural Heritage

Tsiigehtchic Charter Community Council

Hamlet of Fort McPherson

Inuvialuit Joint Secretariat



Nov 22, 2021
Application No. 5130

Scientific Research Licence Comment Form

Town of Inuvik

Project Details

Permafrost conditions along the Dempster-ITH corridor
Submitted by: Emma Stockton
Length of Project: 3 year(s)

Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5130 :

No concerns, requests or suggestions to express at this time(check here):

☐

Signature of Town of Inuvik official

PRINT NAME

Garant Hood

SIGNATURE

[Signature]

DATE

November 24, 2021

Confirmation Report

Fax Number 18677778601
 Local Name
 Fax Name

The job has been sent.
 Original Size: 8.5 x 11"



AURORA RESEARCH INSTITUTE
 AURORA COLLEGE

Aurora Research Institute
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 Tel: (867) 777-3298 Fax: (867) 777-4264

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Nov 22, 2021
 Application No. 5130

Scientific Research Licence Comment Form

Town of Inuvik

Project Details

Permafrost conditions along the Dempster-ITH corridor
 Submitted by: Emma Stockton
 Length of Project: 3 year(s)

Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5130:

No concerns, requests or suggestions to express at this time (check here): ☐

Signature of Town of Inuvik official

PRINT NAME
 Grant Hood

SIGNATURE

DATE
 November 24, 2021

Page 6 | 6 Stockton, Emma Application No. 5130

No.	Job	Remote Station	Start Date & Time	Duration	Pages	Protocol	Contents	Status
1	4721	ARI	11-24, 4:24 PM	22 Secs	1/1	Super G3		Completed

NWT Scientific Research Licence # 16917 Issued

Please be advised that the NWT Scientific Research Licence has been issued to Ms. Leah Beveridge for the project entitled: Reconciliation through Marine Safety and Shipping? Inuvialuit experiences and engagement. 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
polar.nwtresearch.com



November 25, 2021

Notification of Research

I would like to inform you that Northwest Territories Scientific Research Licence No. 16917 has been issued to:

Ms. Leah Beveridge
Dalhousie University
1355 Oxford Street
Room 805
Halifax, NS
B3H 4R2, Canada
Phone: (902) 789-1133
Email: leah.beveridge@dal.ca

to conduct the following study:

Reconciliation through Marine Safety and Shipping? Inuvialuit experiences and engagement (4900)

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.4900.

This project aims to understand whether reconciliation can happen when working marine safety and shipping issues and how. The goal of this project is to help improve future engagement on marine safety and shipping in the Inuvialuit Settlement Region by talking to Inuvialuit about what has worked well in the past, what could be improved, and whether the interactions with the federal government have changed over time. The research is intended to benefit (1) Inuvialuit by supporting their self-determination in marine safety and shipping; (2) Inuit, other Indigenous peoples in Canada and the federal government by sharing the lessons learned for engaging and working with Inuvialuit; and (3) other researchers who are studying reconciliation and/or Arctic shipping.

Information for this study will be gathered through a workshop on December 5, 2021 in Inuvik where participants will be asked to share their experiences working with the federal government on shipping issues over time, and to explain what has been important when working together and why. Participants will also participate in one-on-one interviews between December 6-17, 2021 and again in spring 2022. Participants are the chair and 12 board members of the Inuvialuit Game Council, and 1-2 Inuvialuit representatives from the Inuvialuit Regional Corporation. The Inuvialuit Game Council has confirmed their participation, but representatives from the Inuvialuit Regional Corporation have

not yet been formally invited.

With the information gathered through the workshop and first round of interviews, the experiences of Inuvialuit interacting with the Government of Canada on marine safety and shipping over time will be document using a storytelling approach. An analysis will then explore key themes that arise within the stories; these themes will be the focus of the second round of interviews. How the stories and themes relate to the scholarly literature on reconciliation will then be discussed.

The research findings will be shared through the following ways: a workshop report, a report on the first analyses, and a final research report; Ms. Beveridge's doctoral thesis and scholarly publications; and other outputs as agreed to by the Inuvialuit Game Council. These other outputs could include tailored reports or presentations for individual communities or organizations in the Inuvialuit Settlement Region; policy briefs for federal departments and agencies; or presentations at academic and non-academic conferences and events.

The fieldwork for this study will be conducted from December 5, 2021 to December 31, 2021.

Sincerely,

Jonathon Michel
Manager, Scientific Services

Distribution

- Inuvialuit Regional Corporation
- Hamlet of Aklavik
- Hamlet of Ulukhaktok
- Town of Inuvik
- Hamlet of Paulatuk
- Hamlet of Sachs Harbour
- Hamlet of Tuktoyaktuk
- Inuvialuit Joint Secretariat
- Aklavik Community Corporation
- Inuvik Community Corporation
- Paulatuk Community Corporation
- Sachs Harbour Community Corporation
- Tuktoyaktuk Community Corporation
- Ulukhaktok Community Corporation

NWT Scientific Research Licence # 16918 Issued

Please be advised that the NWT Scientific Research Licence has been issued to Meghan Etter for the project entitled: Qanuippitaa? National Inuit Health Survey. 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
polar.nwtresearch.com



November 26, 2021

Notification of Research

I would like to inform you that Northwest Territories Scientific Research Licence No. 16918 has been issued to:

Meghan Etter
Inuvialuit Regional Corporation
107 MacKenzie Road
Inuvik, NT
X0E 0T0, Canada
Phone: 867-777-7085
Email: metter@inuvialuit.com

to conduct the following study:
Qanuippitaa? National Inuit Health Survey (5101)

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.5101.

The primary objective of the Qanuippitaa? National Inuit Health Survey (QNIHS) is to generate high-quality, Inuit-determined, and Inuit-owned data to monitor changes in Inuit health, identify gaps in health services, and inform health decision-making and programming. The overarching goal is to improve the health and well-being of Inuit in Canada.

Participants will complete an hour-long survey using Samsung Galaxy handheld tablets and will be asked to participate in a non-invasive clinical component, which will include height, weight, and blood pressure measurements, as well as an oral health screening. Participants will have the option of completing both survey components in English or any of the Inuvialuit Settlement Region's (ISR) three official languages: Sallirmiutun, Uummarmiutun, and Kangiryuarmiutun.

Eligibility to participate will be limited to Inuvialuit beneficiaries living in the six communities that comprise the ISR. Based on sample size calculations, the research team estimate that 1,500 households will need to be randomly selected, in order to reach the target sample size of 1,400 individuals. Households will be randomly selected from complete lists of Inuvialuit residences in the ISR, ensuring proportional representation in all communities, except communities with populations under 500: Aklavik (n=263), Paulatuk (n=211), Ulukhaktok (n=257), and Sachs Harbor (n=72). In these communities, all Inuvialuit will be invited to participate in the survey. All Inuvialuit living in the

selected households will be included in the survey. To ensure that only Inuvialuit participate in the survey, the research team have included a screening question at the beginning of the survey, which asks the participant if they are Inuk and of which land claim agreement, they are a beneficiary. Any beneficiary who was not selected and who insists on participating will be allowed to do so, only after they are informed that their data will be stored separately and will not be used in primary analyses. The team may include this data in secondary analyses, depending on whether these participants differ from the main sample population in ways that may bias analyses. Data will be aggregated at the community level to ensure participant anonymity.

The questionnaire and clinical component will be administered by staff who are recruited locally in the ISR. The oral health screening will be administered by a licensed dental hygienist. All staff will be required to complete a multi-day training program, which will address all aspects of survey administration (questionnaire facilitation, participant anonymity and confidentiality, participant wellbeing etc.).

QNIHS is partnering with the software company Voxco to adapt the survey questionnaire to electronic format. Voxco was chosen, based on consensus of representatives from all four Inuit regions. Voxco being a Canadian company and the firm's extensive experience developing field-based surveys were the main factors informing the decision. Inuvialuit Regional Corporation (IRC) was further in favor of Voxco, due to the company's secure data hosting service, which IRC will be using until adequate in-house servers are available.

The ISR has a Regional Steering Committee for the QNIHS with representation from all six communities. The community representatives (e.g., youth, elders and Community Corporation Directors) provide guidance on survey content and logistics for roll-out in each community. It is important that the community members are informed and are part of the decision-making at every step of the process. The local fieldworkers are recruited via the Inuvialuit Regional Corporation Human Resources Department. It was advertised using various methods (e.g. Facebook, posters, rolling channel etc.) to all beneficiaries who are interested to complete multi-day training program, designed to build research capacity by addressing all aspects of research administration.

The QNIHS Survey will be advertised in various ways: posters in communities; presentations to leadership in each community, spearheaded by the Health and Wellness Division; announcements on Facebook and Instagram, which provide the link to the official QNIHS-ISR website; and, presentations and town hall discussions led by IRC's Health and Wellness Division during community tours.

The results of the clinical component of the survey will be provided to participants at the time of data collection. Findings from data analysis will be shared with communities through public, community-wide presentations, as well as reports and "one-pagers" that summarize findings in plain, easy to understand language. All reports will be made available in both print and electronic formats.

The fieldwork for this study will be conducted from November 26, 2021 to December 31, 2021.

Sincerely,

Jonathon Michel
Manager, Scientific Services

Distribution

- Inuvialuit Regional Corporation
- Hamlet of Aklavik
- Hamlet of Ulukhaktok
- Town of Inuvik
- Hamlet of Paulatuk
- Hamlet of Sachs Harbour
- Hamlet of Tuktoyaktuk
- Inuvialuit Joint Secretariat
- Aklavik Community Corporation
- Inuvik Community Corporation
- Paulatuk Community Corporation
- Sachs Harbour Community Corporation
- Tuktoyaktuk Community Corporation
- Ulukhaktok Community Corporation
- Health and Social Services and NTHSSA



Oct 12, 2021
Application No. 5091

Application for Multiyear Research

I would like to inform the Town of Inuvik that an application for a Northwest Territories Scientific Research Licence has been received by the Aurora Research Institute. Application No. 5091 was submitted by:

Dr Sonja Ostertag
University of Waterloo
200 University Ave W

Phone: 519-888-4567 ext. 30365
Email: sonja.ostertag@uwaterloo.ca

to conduct the following study:
Country Foods for Good Health Initiatives across the Northwest Territories

For the following years:
2021 to 2025

Please read the enclosed application and send comments to the Manager of Scientific Services at the Aurora Research Institute. A comment form has been included with this review package for your convenience. Responses can be submitted online at <https://polar.nwtresearch.com> or emailed to licence@nwtresearch.com.

Sincerely,

Jonathon Michel
Manager, Scientific Services



Application #5091

Country Foods for Good Health Initiatives across the Northwest Territories

Year: 2022 Length Of Project: Year 1 of 4

Inuvialuit Settlement Region, Gwich'in Settlement Area

Social Sciences

Principal Investigator:

Dr Sonja Ostertag
University of Waterloo
University of Waterloo
200 University Ave W
Waterloo, ON
N2L 3G1, Canada
Phone: 519-888-4567 ext. 30365
Email: sonja.ostertag@uwaterloo.ca

Primary Contact Information:
Same as Principal Investigator

Research Supervisor Information:
Dr. Brian Laird
200 University Ave W
Waterloo, ON
N2L 3G1, Canada
Phone: 519-888-4567 ext. 32720
Email: brian.laird@uwaterloo.ca

Emergency Contact Information:
Same as Principal Investigator

Team Members:
Maria , Kelly , Alycia

Research Locations

Description for where research will be carried out:

Communities:

Aklavik, Ulukhaktok, Inuvik, Sachs Harbour, Tuktoyaktuk, Paulatuk

Project Description

Dates of Research Activity:

Start Date: Jan 01, 2022 – End Date: Dec 31, 2025

Objective:

The short-term objectives of this study are to: i) administer a health communication and risk perception survey tailored for the ISR – the Inuvialuit Food Messages Survey; ii) capture Inuvialuit values and perspectives of the country food system through interviews and photos for research and community use; iii) determine the current concentrations of contaminants and nutrients in Inuvialuit country foods.

In the long term, this research will foster linkages between biological monitoring programs and human health research studies to support regional and territorial human health risk assessments and messaging initiatives, including the Inuit Health Survey. Further, this research will foster the consumption of country foods.

Rationale:

Country food and the acquisition of country food are vital to Indigenous people's health and well-being in Canada, including the communities within the Inuvialuit Settlement Region of the Northwest Territories (ISR). The importance is evident as 61-74% of the population consumes country foods (NWT Bureau of Statistics 2016a, 2016b). Food security status and the consumption of country food are also highly associated with each other (Egeland, Johnson-Down, Cao, Sheikh, & Weiler, 2011), and the consumption of country food consumption and acquisition by youth is an integral part of Traditional Knowledge transfer to maintain and foster the local culture and identity (Inuit Tapiriit Kanatami, 2017).

Further, hunting and fishing continue to be important for the communities within the ISR, and 61-74% of the population consumes country foods (NWT Bureau of Statistics 2016a, 2016b). There is limited scientific data on contaminant and nutrient levels in country foods in the ISR. Existing datasets for the Canadian Arctic are based on older samples that may not reflect current levels due to changes in environmental levels of contaminants or feeding ecology of arctic species. This study bridges human health and environmental monitoring to respond to community concerns about food safety in the ISR. This project is being undertaken in part in collaboration with Dr. Loseto from Fisheries and Oceans Canada, who leads the beluga research program in partnership with the Fisheries Joint Management Committee in the ISR. The partnership with environmental monitoring in the ISR will ensure that knowledge about animal health will promote a healthy diet.

Current and regionally specific data on contaminants in country foods are important for identifying sources of contaminant and nutrient exposure for Inuit and developing appropriate public health messages. Contaminants and fatty acids have been monitored for decades in the eastern Beaufort Sea beluga harvested in the ISR, but linkages to human health have been limited because samples generally have not reflected the food preparation methods used in the ISR. Studying foods that have been prepared (e.g. smoked, roasted, boiled, aged) provides more accurate estimates of dietary exposure to both contaminants and nutrients, as food preparation affects the concentration of both.

There has been little research in the ISR about peoples' concerns about contaminants and community preferences for the communication of health messages. There is also currently no survey tailored for the ISR to determine how messaging about country foods is affecting dietary choices. These types of survey tools must be developed with regional and local input and will support future communication on diet and health. Specifically, the Inuvialuit Food Messages Survey can be used in future research to support the effective communication of results.

Likewise, up-to-date and regional understanding of experiences with country food consumption is essential for ensuring Traditional Knowledge and culture is maintained, and country food and Traditional Knowledge programs can be informed adequately. Country food consumption has been documented over the decades but almost exclusively through quantitative methods. Qualitative studies within the IRS pertaining to country food have yet to have an exclusive lens exploring country food consumption in youth. Exploring perceptions and experiences of country food within the diet and daily life of youth will provide new insight into youth

relationships with country food through qualitative arts-based research.

Further, the research is centred around community-based participatory research through interviews, surveys, photo collection and species samples collections and involves research partners in all stages of the research process. Face-to-face consultation (COVID-19 permitting) with representatives from the Inuvialuit Regional Corporation, Joint Secretariat, local Hunters and Trappers Committees, local Community Corporations and the public took place in early November 2018 to refine the research focus, co-design the research structure, and identify linkages with existing initiatives in the ISR. Community workshops, meetings with Community Corporations and Hunters and Trappers Committees, and public meetings will be used to interpret results and develop appropriate messaging of results. Community research assistants will be engaged in all aspects of the research process to ensure that local perspectives and values are respected.

Methodology:

Food Sampling:

1. Samples of country foods will be collected in communities between February 1st and Aug 31st 2022 by local research assistants. The foods will be prepared by the local research assistants and a fist-size portion of each part of the animal (if applicable) will be taken and placed in a sample bag - samples of fresh (uncooked) tissue will be collected from the same animal. This will let us learn about what how cooking, drying or ageing the food changes it. Details about the animal will be recorded including the location of harvest, animal size/sex and use of lead shot (for birds).

Food Analysis:

1. All fresh/frozen sample replicates ($n = 3-10$) will be analyzed for total mercury, methylmercury, cadmium, lead, selenium, zinc, PUFAs and vitamin D.
2. A subset of samples (e.g., fresh/frozen muscle and fat/maktak from marine mammals; muscle of predatory fish) will be analyzed for Schedule A POPs in 2020/2021.
3. Samples will be archived for future analyses of Schedule B contaminants and additional nutrients (year 2 or 3 of project, pending funding and community and regional priorities).
4. Two veterinarians (Drs. Jenkins and Kutz) will test food and blood samples for pathogens.
5. Research results will be reviewed with GNWT HSS, IRC, JS, HTC and Community Corporations for interpretation prior to final reporting (see below for communication strategy).

Inuvialuit Food Messages Survey

1. A draft Inuvialuit Food Messages Survey was prepared based on outcomes from interviews conducted previously.
2. The draft survey will be piloted in Tuktoyaktuk and Paulatuk in January 2022 to receive feedback on language and content (Aurora Research Institute Licence #16832).
3. The final survey will be administered in Aklavik, Inuvik, Sachs Harbour, Ulukhaktok, Paulatuk and Tuktoyaktuk in spring/summer 2022.

Photo Collection:

1. A youth ambassador in each community will be recruited to collect photos of country food and country food activities throughout their respective community.
2. Photos will be used for research purposes, such as a photo-lead interview, and a community photo project.

Interviews:

1. Interviews will be conducted with Inuvialuit Knowledge-holders in winter/spring 2022 to record diverse knowledge and perspectives about the Inuvialuit Food System.
2. Participants will include harvesters, Elders and youth ($n = 200$) from each community in the ISR.

Communication Plan:

Project initiation: Community and regional consultation took place in March-April 2021 to receive input on the project. The proposed research reflects the input from individuals, locals, regional and territorial organizations.

Project development: Project updates were sent to all HTC's and CC's in the ISR in February, May and November 2021 to develop the project proposal and methodology. The local research assistants will help with project coordination for each community. Interpretation of results will occur in communities throughout.

Project updates: Posters, postcards, public meetings and radio announcements will be used to advertise the project in the communities and invite youth and elders to participate. Team leaders will present to communities and local organizations annually (virtually or in person) and results presentations will take place in each community in March 2024.

Travel Arrangements:

Permitting COVID-19 territorial and regional regulations and situation the researcher will travel to Inuvik to train the community research assistants from each respective community and work remotely through the community research assistants afterward. If the COVID-19 situation does not permit travel, researchers will not be travelling to the ISR, rather training community research assistants through virtual meetings. Community Research Leads will carry out activities in their respective communities.

Ethics

Will you be interviewing or surveying NWT residents?

Yes

What organization conducted (or will be conducting) the Ethics review for this research?

University of Waterloo Research Ethics Board

When was the review received (or anticipated to be received)?

Jul 20, 2021

How will you maintain participant confidentiality in your research?

Participants and responses will be kept private by the researchers. We will ask Focus Group participants to not share any comments made by other participants. All group participants will be asked to keep the privacy of group members; however, we cannot guarantee that others will respect the privacy of the group. The information collected will be protected by the researchers. The information gathered through the interviews, survey, discussion and photos will be stored on a password-protected computer. Participant names will not be linked with any information you provide; a participant ID number will be used in the data files instead. All data from this study will be kept at the University of Waterloo on a password-protected computer in a locked room for 10 years.

Presentations and reports using information from the interviews, survey, discussion and photos will not identify names or personal information. The results of this study will be summarized in a report and will be returned to the community next year. After study results have been returned to the community, students may present de-identified results in theses, papers, and presentations at national and international meetings.

How will the data be stored over the short and long terms?

The information gathered through the interviews, survey, discussion and photos will be stored on a password-protected computer. Participant names will not be linked with any information you provide; a participant ID number will be used in the data files instead. All data from this study will be kept at the University of Waterloo on a password-protected computer in a locked room for 10 years.

Supporting Information

Potential Adverse Impacts:

Covid-19 risks: COVID-19 can result in severe illness, medical expenses, loss of income and death. Because

the researcher may need to be closer to you than the recommended 2m distance, there is a risk of Covid-19 transmission to research participants.

The potential adverse impact regards psychological or emotional risks or harms. That includes feeling demeaned, distressed, embarrassed, worried, upset, loss of self-confidence, regret over the revelation of personal information, disruption of the family routine. As this study involves interviews, focus groups, and surveys on different components of the country food system, including food insecurity, climate change and food preferences, as well as traditional knowledge regarding these issues and solutions, participating parties might be at risk of these adverse impacts.

Adverse Impact Mitigation:

Covid-19: We have developed a safety plan with the University of Waterloo Safety Office to reduce the risk of Covid-19 transmission. Please see uploaded plan. In brief, to reduce the possibility of COVID-19 exposure, especially if study procedures cannot maintain 2-metre distancing, research participants will be asked to do the following:

- regular handwashing and use of gloves by all research team members,
- availability and use of hand sanitizer for study participants and researchers,
- sanitizing of high-touch surfaces and shared equipment,
- increased cleaning of washrooms and other shared spaces,
- scheduling and limits to reduce occupancy in buildings and laboratories,
- floor markings and signage to encourage physical distancing in shared spaces, and
- wearing of face masks/face coverings.

A communication plan is being developed with GNWT Health and Social Services, Inuvialuit Regional Corporation, Paulatuk and Tuktoyaktuk Hunters and Trappers Committees and Community Corporations to ensure that the communication of results supports the harvesting and consumption of country foods. Any health messages about food safety will be developed by NWT Health and Social Services and the Inuvialuit Regional Corporation, with support from the research team. Also, we consider the risks associated with this research in line with the risks encountered in our everyday life. As such, we do not expect to stop this study for safety concerns. However, if our community partners express a concern or clear issue from our research, we will stop the research.

Emergency Response Plan

Remote Location: Appropriate clothing will be brought. A cellphone will be brought and cell service is available throughout the study area.

Car incident/Encounter with wildlife: Appropriate driving behaviour, driving mainly during the daylight.
Injuries while carrying the equipment: Limiting the weight within a package at 50 pounds. Occupational Health & Safety due to food sampling: XXXX

Distribution

Inuvialuit Regional Corporation
Aklavik Community Corporation
Hamlet of Aklavik
Ulukhaktok Community Corporation
Hamlet of Ulukhaktok
Inuvik Community Corporation
Town of Inuvik
Paulatuk Community Corporation
Hamlet of Paulatuk
Sachs Harbour Community Corporation
Hamlet of Sachs Harbour
Tuktoyaktuk Community Corporation
Hamlet of Tuktoyaktuk



Oct 12, 2021
Application No. 5091

Scientific Research Licence Comment Form

Town of Inuvik

Project Details

Country Foods for Good Health Initiatives across the Northwest Territories
Submitted by: Dr Sonja Ostertag
Length of Project: 4 year(s)

Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5091 :

No concerns, requests or suggestions to express at this time(check here):

☐

Signature of Town of Inuvik official

PRINT NAME

Grant Hoed

SIGNATURE

[Signature]

DATE

December 2, 2021

Confirmation Report

Fax Number 18677778601
Local Name
Fax Name

The job has been sent.
Original Size: 8.5 x 11"



AURORA RESEARCH INSTITUTE
A U R O R A C O L L E G E

Aurora Research Institute
PO Box 1450, Inuvik, NT X0E0T0
Tel: (867) 777-3298 Fax: (867) 777-4264

www.nwtresearch.com

Oct 12, 2021
Application No. 5091

Scientific Research Licence Comment Form

Town of Inuvik

Project Details

Country Foods for Good Health Initiatives across the Northwest Territories
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No concerns, requests or suggestions to express at this time (check here): ☐

Signature of Town of Inuvik official

PRINT NAME	SIGNATURE	DATE
Grant Hoag		December 2, 2021

Page 8 | 8 Ostertag, Sonja Application No. 5091

No.	Job	Remote Station	Start Date & Time	Duration	Pages	Protocol	Contents	Status
1	4811 ARI		12- 2; 6:04 PM	26 Secs	1/1	Super G3		Completed