

**AGENDA**  
**TOWN OF INUVIK ~ REGULAR COUNCIL MEETING**  
**TO BE HELD ON MAY 25, 2022**  
**AT 7:00 P.M. IN COUNCIL CHAMBERS**

---

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**

There are no delegations or presentations

Item # 5                    **PUBLIC QUESTION PERIOD**

Item # 6                    **ADOPTION OF THE MINUTES**

6.1                        Minutes of the May 9 and 11, 2022 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 2022-SAO-043 Strategic Priorities Chart

Document attached. Requires motion to approve.

8.2                        RFCD 2022-SAO-044 Great Northern Arts Festival Request for Donation

Documents attached. Requires Council decision.

8.3                        RFCD 2022-SAO-052 ~ Amendment to Fees and Charges Policy FM.021 Schedule A

Document attached. Requires motion to approve.

8.4 RFCD 2022-SAO-053 ~ Outside Beer Garden Event Policy FP.004

Document attached. Requires motion to approve.

8.5 RFCD 2022-SAO-054 ~ Outside Beer Garden Event Policy FP.004

Document attached. Requires motion to approve.

Item # 9

**BY-LAWS**

9.1 RFCD 2022-SAO-045 ~ Inuvik Fire Department Establishment By-law 2687/FC/22

By-law attached. Requires FIRST AND SECOND READINGS.

9.2 RFCD 2022-SAO-046 ~ Emergency Management By-law 2688/FC/22

By-law attached. Requires FIRST AND SECOND READINGS.

9.3 RFCD 2022-SAO-047 ~ Protective Service Fee By-law 2689/FC/22

By-law attached. Requires FIRST AND SECOND READINGS.

9.4 RFCD 2022-SAO-048 ~ Smoke Detector Repeal By-law 2690/FC/22

By-law attached. Requires FIRST AND SECOND READINGS.

9.5 RFCD 2022-SAO-049 ~ Fire Hydrant By-law 2691/FC/22

By-law attached. Requires FIRST AND SECOND READINGS.

9.6 RFCD 2022-SAO-050 ~ Senior and Disabled Exemption By-law 2692/TAX/22

By-law attached. Requires FIRST AND SECOND READINGS.

9.7 RFCD 2022-SAO-051 ~ Application of Interest on Unpaid Taxes By-law 2693/TAX/22

By-law attached. Requires FIRST AND SECOND READINGS.

Item # 10

**DEPARTMENT HEAD REPORTS**

10.1 Protective Services Report

Report attached. Requires motion to adopt.

10.2 Economic Development and Tourism Report

Report attached. Requires motion to adopt.

10.3            Public Services Report

Report attached. Requires motion to adopt.

10.4            Community Services Report

Report attached. Requires motion to adopt.

Item # 11            **INFORMATION ITEMS**

11.1            Aurora Research Institute ~ Various Research Projects

Documents attached. For information only.

Item # 12            **COUNCIL CONCERNS**

Item #13            **IN CAMERA ITEMS**

13.1            Confidential Personnel Information - CTV Act, s.23 (3) (c & d)

Item # 14            **ADJOURNMENT**

**MINUTES**  
**TOWN OF INUVIK ~ COMMITTEE OF THE WHOLE AND REGULAR COUNCIL MEETINGS**  
**TO BE HELD ON MAY 9 AND 11, 2022**  
**AT 7:00 P.M. in COUNCIL CHAMBERS**

---

<b>Present:</b>	<u>Monday</u>	<u>Wednesday</u>
Mayor:	Clarence Wood	Clarence Wood
Councillors:	Deputy Mayor Natasha Kulikowski	Deputy Mayor Natasha Kulikowski
	Tony Devlin	Tony Devlin
	Grant Gowans	Grant Gowans
	Alana Mero	Jesse Harder
		Alana Mero

**Absent:** Councillor Donovan Arey (without notice both meetings)  
Councillor Jesse Harder (with notice Monday)  
Councillor Kurt Wainman (without notice both meetings)

**Staff Present:** Grant Hood, Senior Administrative Officer (both meetings)  
Lise Saumur, Director of Community Services (both meetings)  
Jackie Challis, Director of Economic Development and Tourism (both meetings)  
Chidi Amobi, Director of Finance (Wednesday)  
Cynthia Hammond, Director of Protective Services (both meetings)  
Rick Campbell, Director of Public Services (Monday)

**Item # 1                    CALL TO ORDER**

Mayor Wood called both meetings to order at 7:00 p.m.

On Wednesday Mayor Wood recognized all the nurses in the Beaufort Delta as it was Nurses Week.

**Item # 2                    ADOPTION OF THE AGENDA**

Moved by Councillor Mero seconded by Councillor Devlin

**MOTION: 087/05/22    “BE IT RESOLVED THAT Inuvik Town Council hereby adopts the agenda as presented.”**

Motion **CARRIED.**

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

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

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

**4.1                        RCMP Report**

Corporal Main presented the monthly report to Council on Monday. Mayor Wood thanked Corporal Main for the presentation. Deputy Mayor Kulikowski noted that the

RCMP have become more involved in the community with the foot patrols and mountain bikes.

4.2 Presentation by Northwest Territories Power Corporation (Wednesday)

Cory Strang President and CEO of NTPC and Belinda Whitford, Chief Operating Officer gave a short presentation regarding the recent GRA application and its impact on the Thermal Zone. Councillor Gowans asked if the wind project savings had been taken into consideration for the rate increases. The response was yes it had been factored in. Councillor Devlin asked about the possibility of increasing the local cap on the net metering of solar power. Mr. Strang responded that the Government of the Northwest Territories is currently reviewing that cap. Deputy Mayor Kulikowski commented that the Federal Government is looking at reducing greenhouse gases by getting communities off diesel and wondered if there was some sort of working group at NTPC looking into this possibility. Mr. Strang responded they do have two goals. First to reduce the gap of the electricity rate between the NWT and the rest of Canada and secondly reducing the dependence of diesel as a long-term goal.

Item # 5 **PUBLIC QUESTION PERIOD**

There were no questions.

Item # 6 **ADOPTION OF THE MINUTES**

6.1 Minutes of the April 13, 2022, Council Meeting

Moved by Councillor Gowans seconded by Councillor Mero

**MOTION: 088/05/22 "BE IT RESOLVED THAT Inuvik Town Council hereby adopts the minutes of the April 13, 2022 Council meeting as presented."**

Motion **CARRIED**.

6.2 Minutes of the April 25 and 27, 2022 Council Meetings

Moved by Deputy Mayor Kulikowski seconded by Councillor Devlin

**MOTION: 089/05/22 "BE IT RESOLVED THAT Inuvik Town Council hereby adopts the minutes of the April 25 & 27, 2022 Council meeting as presented."**

Motion **CARRIED**.

Item # 7 **ACTION ITEMS**

7.1 Action Items List

Council noted the report

---

Item # 8                      **NEW BUSINESS**

8.1                      RFCD 2022-SAO-041 ~ Policy FM.021 Town of Inuvik Fees & Charges Amendment

Moved by Councillor Devlin seconded by Councillor Mero

**MOTION: 090/05/22 “BE IT RESOLVED THAT Inuvik Town Council hereby approves amending the Fees and Charges Policy FM.021 Schedule A as presented.”**

Motion **CARRIED**.

8.2                      RFCD 2022-SAO-041 ~ Recreation Survey

Director Saumur presented to Council the results of the recreation survey on Monday. Deputy Mayor Kulikowski thanked the Director for the report. She asked about the questions that are going to be asked this summer by staff in the parks. The response was it will be more or less scripted, but staff will listen to all comments the children will make. Councillor Devlin also thanked the director for the report and suggested we look at better methods of making the public aware of our programs that are available.

8.3                      RFCD 2022-SAO-042 ~ Muskrat Jamboree Kiddies Carnival Request for Donation

On Monday Councillor Gowans asked if the \$2,500 donation to the Muskrat Jamboree was covered under this item. SAO Hood noted that they are two separate events.

Moved by Councillor Mero seconded by Councillor Gowans

**MOTION: 091/05/22 “BE IT RESOLVED THAT Inuvik Town Council hereby approves an in-kind donation to the Muskrat Jamboree for the 2022 Kiddies Carnival taking place June 4 & 5, 2022 to include the following:**

- **Donation of the Chief Jim Koe Park Events Pavilion, power, sound system and portable stage as per the application for donation.”**

Motion **CARRIED**.

Item # 9                      **BY-LAWS**

Item # 10                      **DEPARTMENT HEAD REPORTS**

10.1                      Capital Projects Report

On Monday Councillor Devlin enquired about the purchase of a tractor in the capital budget and what it will be used for. SAO Hood responded it is for the maintenance of the recreation fields.

10.2                      Financial Report

Moved by Councillor Devlin seconded by Councillor Mero

**MOTION: 092/05/22** “BE IT RESOLVED THAT Inuvik Town Council hereby adopts the following staff reports as presented: Item 10.1 – Capital Projects Report Item 10.2 Financial Report.”

Motion **CARRIED**.

Item # 11                    **INFORMATION ITEMS**

11.1                    Aurora Research Institute ~ Various Research Projects

Council noted the reports

Item # 12                    **COUNCIL CONCERNS**

Councillor Gowans expressed concern over crosswalks and drivers not paying enough attention and slowing down. SAO Hood noted it and would discuss with Municipal Enforcement.

Councillor Harder noted that a bench on Mackenzie had been broken. SAO Hood responded that they were aware of it and it would be replaced later in the year

Item #13                    **IN CAMERA ITEMS**

There were no items to be discussed in camera.

Item # 14                    **ADJOURNMENT**

The Committee of the Whole adjourned at 8:06PM

Moved by Councillor Mero

**MOTION: 093/05/22** “BE IT RESOLVED THAT the regular Council meeting adjourn at 7:48 p.m.”

---

MAYOR

---

SENIOR ADMINISTRATIVE OFFICER

# ACTION ITEMS

## May 25, 2022 COUNCIL MEETINGS

No.	ITEM	REQUIRED ACTION	ACTION TAKEN / ANTICIPATED COMPLETION DATE
1.	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 June 2022.
2.	Food Cycle Science Corporation	Discuss potential Town participation in 12-week Impact Canada Pilot Program	This group will be at the FCM Conference in Regina. SAO Hodd will meet with them at that time to discuss next steps.
3.	Inuvik Girl Guides use of Community Hall	Donated use approved at October 13, 2021 Council meeting.	Continue with status quo pending reopening of gym space at East Three Schools.
4.	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 Date: May 25, 2022

RFCD #: 2022-SAO-043

## TOPIC

### Town of Inuvik Strategic Priorities Chart

## BACKGROUND

On April 27<sup>th</sup> Council revised their Strategic Priorities section as two items had been accomplished. As a result of these changes the SAO and Directors revised their operational initiatives to align with Council revisions. Those revisions and updates are presented for approval by Council

## FINANCIAL IMPLICATIONS

There are no financial implications

## STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

This item is the Strategic Priorities Chart.

## OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

Due to some supply chain disruptions and staffing shortages some timelines have had to be adjusted.

## OPTIONS

Council has 2 options:

1. Make a motion to approve the proposed Strategic Priorities Chart as presented
2. Refer it back to Administration for review and further adjustments to the Operational Initiatives section.

## RECOMMENDATION

Recommended Motion for Option #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby approves the Strategic Priorities Chart as presented.”**

Recommended Motion for Option #2:

**“BE IT RESOLVED THAT Inuvik Town Council hereby requests Administration to review and adjust the Operational Initiatives section of the Strategic Priorities Chart based on revisions made by Council to the presented Chart.”**

Signature – SAO

A handwritten signature in black ink, consisting of a stylized 'f' followed by a horizontal line and another 'f'.

STRATEGIC PRIORITIES CHART		May XX, 2022
COUNCIL PRIORITIES (Council & SAO)		
<b>NOW</b> 1. <b>TRIPARTITE LEADERSHP TABLE: Meeting</b> 2. <b>ABANDONED/UNSIGHTLY PROPERTY</b> 3. <b>RESIDENTIAL PROPERTY: INVENTORY</b> 4. <b>CLIMATE ADAPTATION STRATEGY: Funding Research</b> 5. <b>COLD TESTING OPPORTUNITIES: Working Group</b>		<b>TIMELINE</b> September September June October September
<b>NEXT</b> <ul style="list-style-type: none"><li>EMPTY PROPERTY: Options</li><li>COMMUNITY PLAN: Update</li><li>TRAIL PLAN: Draft</li><li>ROAD MAINTENANCE: Priorities</li><li>RECREATION FACILITY: Future Needs</li><li>COUNCIL PROCEEDINGS BYLAW</li><li>LONG TERM FINANCIAL PLAN</li><li>PLASTIC BAG BAN: Bylaw</li></ul>	<b>ADVOCACY/PARTNERSHIP</b> <ul style="list-style-type: none"><li><i>Department Service Decentralization (GNWT)</i></li><li><i>College Programs: Local Needs Alignment</i></li><li><i>NTPC: Net Meterring Cap Removal</i></li><li><i>MLA &amp; MP Meeting Schedule</i></li><li><i>Homeless Strategy: Status</i></li><li><i>Inuvik Works: Support</i></li></ul>	
ORGANIZATIONAL INITIATIVE (Directors/Managers)		
1. Facility Inspection Checklist (MSC Pilot) - July 2. Health & Safety Program: Review - October 3. Cross Training Program: Needs & Design - September 4. External Funding Chart: Create - September		
OPERATIONAL INITIATIVES		
<b>SENIOR ADMINISTRATIVE OFFICER</b> 1. <b>TRIPARTITE LEADERS: Meeting</b> – September 2. <b>CLIMATE ADAPT. STRAT.: Research</b> – Oct. 3. Human Resources Policy: Approval – Sept. <ul style="list-style-type: none"><li>Council Proceedings Bylaw: Revisions</li><li>Lottery Regulations: Update</li></ul>	<b>FINANCE &amp; ADMINISTRATION</b> 1. Health & Safety Manual: Review - March 2. E-Service Portal: Launch – May 3. Automated Payroll: Decision - April <ul style="list-style-type: none"><li>Council Indemnity Bylaw: Review</li><li>Cross Training Program</li></ul>	
<b>ECONOMIC DEVELOPMENT &amp; TOURISM</b> 1. Tourism Action Plan 2023-2024 - December 2. New Office Operations Plan - July 3. <b>COLD TESTING: Working Group</b> – April <ul style="list-style-type: none"><li>Small Business/Artisans 2023-24 – Dec.</li><li>MCIT 2023-34 - December</li></ul>	<b>PROTECTIVE SERVICES</b> 1. Be Safe/Be Seen: Design - July 2. <b>UNSIGHTLY PROPERTY: Ops Guidelines</b> - July 3. Emergency Response Plan: Update – November <ul style="list-style-type: none"><li>Passenger Transportation Bylaw</li><li>Bite Prevention Program: Pilot Evaluation</li></ul>	
<b>RECREATION &amp; LIBRARY</b> 1. Nordic Walking Group: Start-Up – November 2. Elders Engagement Initiative - July 3. Book Club Launch – October <ul style="list-style-type: none"><li>Community Group Partnerships</li></ul>	<b>COMMUNITY SERVICES</b> 1. MSC Inspection Schedule - July 2. Swim Pool: Staffing – July 3. Online Booking: Software Selection - October <ul style="list-style-type: none"><li>Community Activity Guide/Calendar</li><li></li></ul>	
<b>CAPITAL</b> <ul style="list-style-type: none"><li>2022 Utilidor Replacement: Design – May</li><li>Waste Site Fencing: Design – May</li><li>Swim Pool Rehabilitation: Complete – June</li><li>Breynat Road Upgrade: Tender – May</li><li>Lagoon Dike Rehabilitation: Tender - June</li></ul>	<b>PUBLIC WORKS/MSC</b> 1. TRAIL PLAN: Draft – October 2. Sport Field Maintenance: Training – June 3. ROAD MAINT. PRIORITIES: Review – Sept. <ul style="list-style-type: none"><li>Water Intake Inspection</li><li>Drainage Plan: Update</li></ul>	
CODES: BOLD CAPITALS = NOW Priorities; CAPITALS = NEXT Priorities; Italics = Advocacy; Regular Title Case = Operational Strategies		

# REQUEST FOR COUNCIL DECISION - DONATIONS

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-044

## TOPIC

### Request for Donation of Space at the Midnight Sun Complex - Great Northern Arts Festival

## BACKGROUND

Each year, the Great Northern Arts Festival provides the community with both economic and showcase positives. In previous years, the Town has provided the festival free use of the Midnight Sun Complex venue. For the past 2 years the festival has run on a very reduced rate. This year it appears that they will be moving ahead with a more normal operation.

In the past they have had office space provided year-round in the Midnight Sun Complex but have since moved to different premises. As a result, the use of the business office has been added to the request as the offices that they had used have now been re-purposed and not available. They have not formally asked for use of the wireless internet or Sundog room during the event.

Staff time is an estimate and may be more less time. Administration has reviewed the request and does not have any issues with the request.

## FINANCIAL IMPLICATIONS

Below is a summary of the in-kind value of the donations estimate. Rates used are for a non-profit non-licensed event.

Venue	Total Days	Regular Rate/day	Regular Total
MSC Community Hall	12	\$300.00	\$3,600.00
MSC Arena	13	\$600.00	\$7,800.00
MSC Curling Rink	26	\$400.00	\$10,400.00
MSC Curling Lounge	26	\$200.00	\$5,200.00
MSC Community Lounge	8	\$200.00	\$2,000.00
Large Tent	15	\$400.00/\$125.00	\$2,150.00
2 Small Tents	15	\$200.00/\$75.00	\$2,500.00
Events Pavilion – exclusive use	10	\$625.00	\$6,250.00
Events Pavilion – Trailer Stage	10	\$700.00/\$125.00	\$1,825.00
Events Pavilion – Sounds system/power	10	\$250.00	\$2,250.00
Events Pavilion – Podium	10	\$15.00	\$150.00
Business Centre Office	25	\$50.00	\$1,250.00
			<b>\$45,375.00</b>
Miscellaneous	Total Days	Regular Rate	Regular Total
Miscellaneous AV Equipment	Whole event	\$300.00	\$3,000.00
Email usage ( <a href="mailto:gnaf@inuvik.ca">gnaf@inuvik.ca</a> )			\$840.00
			<b>\$3,840.00</b>
Staffing Costs	Hours	Regular Rate	Regular Total
Staff Assistance	125	\$51.00	\$6,375.00
Manager Assistance	40	\$75.00	\$3,000.00
Off-Hours Staff Cost (5-10PM)	115	\$77.00	\$8,855.00
			<b>\$18,230.00</b>

<b>TOTAL FESTIVAL</b>			<b>\$67,445.00</b>

The estimated in-kind value the Town of Inuvik provided to GNAF during the year is \$67,445. For 2019 which is the last year the festival ran on a full schedule the estimated amount was \$54,880.00.

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

#### RECOMMENDATION

**"BE IT RESOLVED THAT Inuvik Town Council hereby approves an in-kind donation to the Great Northern Arts Festival for 2022 to include the following:**

- **Donation of the Community Hall, Arena Dry Floor, Curling Club Dry Floor and Curling Club Lounge, Community Lounge , Events Pavillion and other items as per the letter of request from the Great Northern Arts Festival; and,**
- **Building maintenance assistance of Midnight Sun Complex staff during the festival."**

Signature – SAO





## DONATION AND SPONSORSHIP POLICY

### **APPLICATION FOR DONATION**

Date: March 8<sup>th</sup> 2022

#### 1. Name of Applicant

##### **a) ORGANIZATION INFORMATION**

Name: The Great Northern Arts Festival

Address: Unit 301, 125 Mackenzie Road, Box 2921, Inuvik, NT, X0E 0T0

Phone Number: 867-678-0511 Fax Number: \_\_\_\_\_

E-mail: gnaf@inuvik.ca

##### **Organization's Executive Information:**

President/Chairperson Name: Michelle Labine (Vice Chair)

Address: Box 1118, Fort Smith, NT X0E 0P0

Phone Number: 867-872-0033 Cell Number: \_\_\_\_\_

E-mail: mclabine@northwestel.net

##### **b) INDIVIDUAL INFORMATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

2. If the applicant is:

a) An organization or group, is it a registered society in good standing?

☒ Yes

☐ No

If not in good standing, please explain:

---



---



---

NOTE: If your organization is a registered society, please provide the Town with a copy of your Society's letter of incorporation.

b) If the applicant is an

☒ organization, is it: Not-for-profit

☐ Other

If other, explain:

---



---



---

### 3. **Donation Information**

a) Dollar amount being requested: \$75,000

(Attached) b) If the donation request is for space at a Town facility, please  
 ed) provide details (dates, description of space needed, type of event  
 being held, equipment/supplies needed, etc.): Please see attached  
letter

- c) If the request is for something other than 3 a) or b), please explain:

4. Total cost of event, project or program being promoted: -  
\$455,000

5. Have you received donation/donation in-kind assistance from any other organization, individual or government agency?

☒ Yes

☐ No

If yes, please list all organizations, individuals and government agencies from which you have received or are about to receive assistance from and specify the dollar value of that assistance.

***Please see attached list of Contribution Agreements, Donations and Projects list.***

6. What monies are you or your organization committing or raising towards the event, project or program you are sponsoring?

The Great Northern Arts Society annually raises \$100,000 - 200,000/yr. for

7. Have you previously applied for and received donation/donation in-kind funding or support from the Town of Inuvik?

☒ Yes

☐ No

If yes, when? The Town of Inuvik has generously supported our events for many years.



Amount of donation/donation in-kind assistance received: \$81,315.40

For what purpose? This is the value estimate provided by the Town of Inuvik in 2019 for the combined value of GNAF-specific support and donations necessary to carry out the last held ten-day Festival, and for the year-round use of the former GNAF office.

8. Have you previously applied for and been refused donation/donation in-kind funding or support from the Town of Inuvik? If yes, please explain.

N/A

9. Are any of the financial proceeds from the event, project or program you, your organization or

group are sponsoring going to be donated to other groups or organizations in Inuvik? Please specify.

N/A

Name of Group/Organization

Amount of Donation

Name of Group/Organization

Amount of Donation

Name of Group/Organization

Amount of Donation

10. In order for the Town of Inuvik to process your application for donation/donation in-kind assistance, you may be required to provide the following financial information:

- a) a copy of your group or organization's current budget; and,
- b) a copy of your group or organization's latest audited independent financial statements.

*(ATTACHED, BUDGET ATTACHED. 2020-2021 AUDITED FINANCIAL STATEMENTS PENDING.)*

11. You, your group or organization agree to abide by and provide the Town of Inuvik with all the necessary information it requires in order to process this application. This includes requested financial information. Any misrepresentation or material omission on this application can result in the application being declined.
12. You, your group or organization will be required to provide the necessary public liability and all perils insurance coverage if required by the Town in order for the Town to provide any donation/donation in-kind assistance for your event, project or program.
13. You, your group or organization hereby agrees to save harmless the Town of Inuvik from any claim, counter claim, damages or lawsuit arising from you or your group or organization's sponsoring of this event, project or program.

14. I/we agree to provide the Town of Inuvik with a follow-up report if requested:

I Dieter Weise on behalf of the Great Northern Arts Society

do hereby declare that I have the authority and approval to make the above  
donation/donation in-kind application for assistance from the Town of Inuvik.

15. Contact Person:

Name: Dieter Weise

Address: Box 2921, Inuvik, NT, X0E 0T0

Phone Number: 867-678-0511 Cell Number: -

E-mail: gnaf@inuvik.ca

**NOTE: In order to be eligible to receive donation/donation in-kind assistance from the Town of Inuvik, you, your group or organization must be located in Inuvik and the majority of your membership must be residents of Inuvik.**



***March 8, 2022***

Grant Hood  
Senior Administrative Officer  
Town of Inuvik  
P.O. Box 1160  
Inuvik, NT  
X0E 0T0

Dear Grant:

This letter provides further details about the Great Northern Arts Festival's 2022 Application for Donation to the Town of Inuvik. We are planning to hold the festival this year from July 8<sup>th</sup> to 17<sup>th</sup>. In order to do so, we hope to be able to make use of the MSC on these dates:

Curling Rink – June 27<sup>th</sup> – July 22<sup>nd</sup>  
Curling lounge – June 27<sup>th</sup> – July 22<sup>nd</sup>  
Community Lounge - July 9<sup>th</sup> – July 17<sup>th</sup>

Community Hall - July 7<sup>th</sup> – 18<sup>th</sup>  
Skating Rink - July 6<sup>th</sup> – 18<sup>th</sup>

We also request to make use of the area outside the back of the curling rink for setting up the carving tents and parking our equipment trailer. We intend to use the Community Lounge for film screenings, workshops, and talks.

The GNAS also wishes to use the Chief Jim Koe Park Special Events Pavilion to stage performances and ceremonies during the 2022 Festival on these dates:

Special Events Pavilion – July 8<sup>th</sup> - 17<sup>th</sup>

Thank you,

Dieter Weise  
Executive Director  
Great Northern Arts Festival Society



## Great Northern Arts Festival 2022 Special Events Pavilion Request

The Great Northern Arts Society requests from the Town of Inuvik the use of the Chief Jim Koe Park Special Events Pavilion in order to hold public ceremonies and performances that will take place as part of the 2022 Great Northern Arts Festival.

We request use of the portable mainstage and the centre platform stage inside the pavilion. A contractor will be hired to set up and operate all audio and any lighting. We request a podium for use during opening and closing ceremonies. Electricity is required during events. If there is cold weather we may wish for the use of the two outdoor space heaters for the comfort of performers and models.

### **Tentative Pavilion GNAF Events Schedule:**

#### **Friday, July 8<sup>th</sup>**

Opening Ceremonies – 7:00 PM  
Prayer/Blessing Song  
Inuvik Drummers and Dancers

#### **Saturday, July 9<sup>th</sup>**

Matinee Performing Artists (TBA) 2-5:00 PM  
Accordion/Old Time Dance – 8:00 PM

#### **Sunday, July 10<sup>th</sup>**

2022 Beaufort Delta Music Showcase 2-5:00 PM

#### **Monday, July 11<sup>th</sup>**

Headline Performer (TBA) – 8:30 PM

#### **Tuesday, July 12<sup>th</sup>**

Headline Performer (TBA) – 8:30 PM

#### **Wednesday, July 13<sup>th</sup>**

Children's Show – 2:00 PM  
Headliner Performer (TBA)– 8:30 PM

#### **Thursday, July 14<sup>th</sup>**

Performance Collective - 8:30 PM

#### **Friday, July 15<sup>th</sup>**

Performance Collective – 3:00 PM  
Performance Collective – 8:30 PM

#### **Saturday, July 16<sup>th</sup>**

2022 Arctic Fashion Show – 8:30 PM

#### **Sunday, July 17<sup>th</sup>**

Closing Ceremonies – 4-5:00 PM  
Closing prayer



### **List of Contributions Agreements, Donations and Projects**

These are the contribution agreements, donations & collaborations, and project funding received by the Great Northern Arts Society in 2021.

Contribution Agreements are specific to the annual Great Northern Arts Festival and the GNAS office administration. Project funding supports smaller projects carried out by the GNAS.

#### **Contribution Agreements – 2021**

- a. Heritage Canada – Canada Arts Presentation fund - \$45,500.00
- b. GNWT - ECE - Arts Council GNAF Visual Arts Component – \$15,000
- c. GNWT- ECE - Arts Organization Operating Fund - \$20,000.00
- d. GNWT – Support for Northern Performers \$9,000
- e. GNWT – ITI – Core Funding - \$25,000.00

#### **Donations & COLLABORATIONS – 2021**

- f. Town of Inuvik – Facilities use during 2021 GNAF Artist Symposium – est \$25,000
- g. Gwich'in Development Corporation – Mack Travel Building GNAS Office Facilities - \$100,000.00
- h. Canadian North – In-kind flight passes - \$8,000
- i. Amirco – Security – \$2,000.00

#### **Project Funding 2021**

- j. Canada Council Digital Now \$25,000.00
- k. GNWT - ITI - Inuvik Christmas Craft Fair \$25,000.00
- l. GNWT – Anti-Poverty Fund \$34,000.00

We anticipate the possibility of receiving the following funding from these listed sources in 2022:

#### **Contribution Agreements – 2022**

- a. Heritage Canada – Canada Arts Presentation fund - \$45,500.00
- b. GNWT - ECE - Arts Council GNAF Visual Arts Component – \$15,000
- c. GNWT- ECE - Arts Organization Operating Fund - \$20,000.00
- d. GNWT – ITI – Core Funding - \$25,000.00
- e. Canada Council for the Arts – Travel - \$27,000.00
- f. GNWT – MACA – Youth Workshops - \$5,000.00
- g. GNWT – ECE – Support for Northern Performers - \$9,000.00

#### **Donations & COLLABORATIONS – 2022**

- h. Gwich'in Development Corporation – Professional Building GNAS Office Facilities - \$100,000.00

#### **Project Funding 2022**

- i. Canada Summer Student Service \$4000.00
- j. GNWT - ITI - Inuvik Christmas Craft Fair \$25,000.00
- k. GNWT – Anti-Poverty Fund - \$34,000.00



700956

February 01 2022 | EMAIL

THE GREAT NORTHERN ARTS FESTIVAL SOCIETY  
PO BOX 2921  
95 GWICH'IN ROAD  
INUVIK, NT X0E 0T0

ATTENTION: ADMINISTRATION

Dear Sir/Madam:

**Letter of Status - THE GREAT NORTHERN ARTS FESTIVAL SOCIETY**

The next filings of this society will be due within 14 days after the society has its 2021 annual general meeting, which must be held within between 31 and 180 days after the chosen fiscal year end of September 30, per the society's bylaws.

The society is considered up to date with annual filings if this meeting has not yet been held; however if this meeting has been held and more than 14 days have passed, the society is not up to date with its annual filings. At this time, the society itself has sole knowledge of whether or not this meeting has been held.

If you have any questions or require further information, please do not hesitate to contact our office at (867)767-9304, toll-free (877)743-3302, fax (867)873-0243; via email at [CorporateRegistries@gov.nt.ca](mailto:CorporateRegistries@gov.nt.ca) or direct at (867)767-9260 ext. 82200. All forms and instructions are also available on our website: <https://www.justice.gov.nt.ca/en/non-profit-societies/>

Sincerely,

Ashley Fowlow  
Paralegal Team Lead  
Societies Registry  
Department of Justice

**THE GREAT NORTHERN ARTS FESTIVAL SOCIETY**  
**Financial Statements**  
**Year Ended September 30, 2021**

**Index to Financial Statements**

---

	Page
Independent Auditor's Report	1 - 2
Financial Statements	
Statement of Financial Position	3
Statement of Revenues and Expenses	4
Statement of Changes in Net Assets	4
Statement of Cash Flows	5
Notes to Financial Statements	6 - 8
Contribution Agreement Revenue ( <i>Schedule 1</i> )	9
Festival Expenses ( <i>Schedule 2</i> )	9

## Independent Auditor's Report

To the Members of The Great Northern Arts Festival Society

### Qualified Opinion

We have audited the financial statements of The Great Northern Arts Festival Society (the organization), which comprise the statement of financial position as at September 30, 2021, and the statements of revenues and expenses, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at September 30, 2021, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

### Basis for Qualified Opinion

In common with many not-for-profit organizations, the organization derives revenue from fundraising activities the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the organization. Therefore, we were not able to determine whether any adjustments might be necessary to fundraising revenue, excess of revenues over expenses, and cash flows from operations for the year ended September 30, 2021, current assets and net assets as at September 30, 2021. Our audit opinion on the financial statements for the year ended September 30, 2020 was modified accordingly because of the possible effects of this limitation of scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the organization in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the organization's financial reporting process.

(continues)



Independent Auditor's Report to the Members of The Great Northern Arts Festival Society *(continued)*

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Burnaby, British Columbia  
March 25, 2022

  
McDonald Rickett  
Chartered Professional Accountants

## THE GREAT NORTHERN ARTS FESTIVAL SOCIETY

## Statement of Financial Position

September 30, 2021

	2021	2020
<b>Assets</b>		
Current		
Cash	\$ 99,099	\$ 120,082
Accounts receivable	22,000	7,000
GST recoverable (Note 3)	-	460
Prepaid expenses	3,972	2,420
	125,071	129,962
Capital assets (Note 4)	26,604	32,629
	<b>\$ 151,675</b>	<b>\$ 162,591</b>
<b>Liabilities</b>		
Current		
Accounts payable	\$ 13,426	\$ 10,497
Government remittances payable	4,153	818
Deferred revenue (Note 5)	66,500	63,063
	84,079	74,378
<b>Net Assets</b>		
General fund	40,992	55,582
Capital asset fund	26,604	32,631
	67,596	88,213
	<b>\$ 151,675</b>	<b>\$ 162,591</b>

Approved by the Directors

\_\_\_\_\_  
Director\_\_\_\_\_  
Director

## THE GREAT NORTHERN ARTS FESTIVAL SOCIETY

## Statement of Revenues and Expenses

Year Ended September 30, 2021

	2021	2020
<b>Revenues</b>		
Contribution Agreement Revenue ( <i>Schedule 1</i> )	\$ 155,313	\$ 90,992
Craft fair income	3,725	7,975
Donations	11,005	3,142
Fundraising income	20,637	17,558
Stone and fur sales	1,506	1,426
	<b>192,186</b>	<b>121,093</b>
<b>Expenses</b>		
Festival Expenses ( <i>Schedule 2</i> )	67,258	300
Advertising and promotion	1,502	2,940
Amortization	6,807	8,531
Bad debts	-	3,427
Craft fair costs	11,253	13,772
Credit card charges	175	-
Donations	200	200
Fundraising costs	26,858	2,470
Insurance	3,560	2,522
Interest and bank charges	812	1,641
Office	4,411	1,158
Professional fees	10,000	10,000
Salaries and wages	70,910	18,968
Special projects costs	3,775	-
Supplies	151	-
Telephone	2,466	1,676
Unrecoverable GST input tax credits	2,365	12,722
Vehicle	300	-
	<b>212,803</b>	<b>80,327</b>
Excess (deficiency) of revenues over expenses	\$ (20,617)	\$ 40,766

## Statement of Changes in Net Assets

Year Ended September 30, 2021

	General fund	Capital asset fund	2021	2020
Net assets - beginning of year	\$ 55,582	\$ 32,631	\$ 88,213	\$ 47,447
Deficiency of revenues over expenses	(20,617)	-	(20,617)	40,766
	34,965	32,631	67,596	88,213
<b>Fund transfers:</b>				
Transfer from general fund to capital asset fund for additions	(780)	780	-	-
Transfer to general fund from capital asset fund for amortization	6,807	(6,807)	-	-
	6,027	(6,027)	-	-
Net assets - end of year	\$ 40,992	\$ 26,604	\$ 67,596	\$ 88,213

See accompanying notes to financial statements

## THE GREAT NORTHERN ARTS FESTIVAL SOCIETY

## Statement of Cash Flows

Year Ended September 30, 2021

	2021	2020
Cash flows from operating activities		
Excess (deficiency) of revenues over expenses	\$ (20,617)	\$ 40,766
Item not affecting cash:		
Amortization of capital assets	6,807	8,531
	(13,810)	49,297
Changes in non-cash working capital:		
Accounts receivable	(15,000)	(3,000)
GST recoverable	460	11,400
Accounts payable	2,927	(5,258)
Deferred revenue	3,437	63,063
Prepaid expenses	(1,552)	(162)
Government remittances payable	3,335	(1,998)
	(6,393)	64,045
Cash flows from operating activities	(20,203)	113,342
Cash flows from investing activity		
Purchase of capital assets	(780)	-
Net change in cash and cash equivalents during the year	(20,983)	113,342
Cash and cash equivalents - beginning of year	120,082	6,740
Cash and cash equivalents - end of year	\$ 99,099	\$ 120,082

See accompanying notes to financial statements

# THE GREAT NORTHERN ARTS FESTIVAL SOCIETY

## Notes to Financial Statements

Year Ended September 30, 2021

### 1. Purpose of the organization

The Great Northern Arts Festival Society (the "organization") is a not-for-profit organization of Northwest Territories incorporated under the Societies Act on August 1, 1990. Management has determined that they are exempt from payment of income tax under Section 149(1) of the Income Tax Act.

The organization's purpose is to foster the education and training of "Northern Artists" regarding all facets of the creation and business of the arts through the establishment of the annual "Territorial Arts Festival" held during the third week of July in Inuvik, Northwest Territories.

### 2. Summary of significant accounting policies

#### Revenue recognition

The Great Northern Arts Festival Society follows the deferral method of accounting for contributions.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Endowment contributions are recognized as direct increases in net assets.

#### Sales revenue recognition

Revenue from sales of products is recognized when title passes to the customer, which generally coincides with the delivery and acceptance of goods.

Revenue derived from government sponsored grants and contribution agreements is initially recorded as deferred income on the balance sheet. The amount is recognized as income on a straight-line basis over the term of the grant or contribution agreement.

#### Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

#### Fund accounting

Revenues and expenses related to program delivery and administrative activities are reported in the general fund.

The capital asset fund reports the assets, liabilities, revenues, and expenses related to The Great Northern Arts Festival Society's capital assets.

#### Contributed services

The operations of the organization depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

#### Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date.

(continues)

**Notes to Financial Statements**  
**Year Ended September 30, 2021**

2. Summary of significant accounting policies (*continued*)

Measurement estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Cash

Cash comprises an operating bank account and lottery bank account.

Capital assets

Capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a declining balance basis at the following rates:

Computer equipment	30%
Festival equipment	20%
Furniture and fixtures	20%
Office equipment	20%
Web design	20%

3. Goods and services tax recoverable

	2021	2020
GST payable	\$ -	\$ 13,182
Allowance for GST unrecoverable	-	(12,722)
	\$ -	\$ 460

4. Capital assets

	2021		2020	
	Cost	Accumulated amortization	Cost	Accumulated amortization
Computer equipment	\$ 2,940	\$ 2,014	\$ 2,940	\$ 1,618
Festival equipment	9,921	9,039	9,141	8,828
Furniture and fixtures	81,911	59,336	81,911	53,693
Office equipment	22,228	22,067	22,228	22,027
Web design	5,000	2,940	5,000	2,425
	\$ 122,000	\$ 95,396	\$ 121,220	\$ 88,591
Net book value	\$ 26,604		\$ 32,629	



## THE GREAT NORTHERN ARTS FESTIVAL SOCIETY

Notes to Financial Statements  
Year Ended September 30, 2021

## 5. Deferred revenue

	2021	2020
Government funding source:		
Deferred revenue - Canada	\$ 17,500	\$ 28,438
Deferred revenue - Northwest Territories	49,000	34,625
	<b>\$ 66,500</b>	<b>\$ 63,063</b>

## 6. Economic dependence

The organization currently generates a substantial amount of its revenue from contributions provided by various levels of government. The ability of the organization to continue operations is dependent upon these contributions.

## 7. COVID-19

In March 2020, the World Health Organization declared a global pandemic due to the novel coronavirus (COVID-19). The situation is constantly evolving, and the measures put in place are having multiple impacts on local, provincial, national and global economies.

Management is uncertain of the effects of these changes on its financial statements and believes that any disturbance may be temporary; however, there is uncertainty about the length and potential impact of the disturbance.

As a result, we are unable to estimate the potential impact on the organization's operations as at the date of these financial statements.

## 8. Financial instruments

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks.

## Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The organization is exposed to credit risk from customers. In order to reduce its credit risk, the organization reviews a new customer's credit history before extending credit and conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The organization has a significant number of customers which minimizes concentration of credit risk.

## Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of its receipt of funds from ongoing funding sources.

Unless otherwise noted, it is management's opinion that the organization is not exposed to significant other price risks arising from these financial instruments.

## THE GREAT NORTHERN ARTS FESTIVAL SOCIETY

## Contribution Agreement Revenue

(Schedule 1)

Year Ended September 30, 2021

	2021	2020
Contribution agreements		
GNWT ITI operations and funding agreement	\$ -	\$ 12,500
ECE Training Northern Artists	20,000	10,000
GNWT ECE Arts Council	17,000	7,500
Gov NU - Culture & Heritage	2,500	2,500
Heritage Canada	45,938	38,938
ITI Community Economic Development	25,750	2,701
ITI Inuvik-Craft Fair	27,125	16,853
NWT Anti-poverty Fund	17,000	-
	<b>\$ 155,313</b>	<b>\$ 90,992</b>

## Festival Expenses

(Schedule 2)

Year Ended September 30, 2021

	2021	2020
Accommodations	\$ 9,566	\$ -
Artist commission	-	213
Artist travel	11,888	-
Contracts	25,656	-
Equipment rental	1,210	-
Food and beverages purchases	3,939	-
Freight and shipping	866	23
Performing arts	13,798	-
Supplies	335	64
	<b>\$ 67,258</b>	<b>\$ 300</b>



## REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-052

### TOPIC

**Amendments to Town of Inuvik Fees and Charges Policy FM.021 Schedule A**

### BACKGROUND

This amendment to the policy is the result of the changes to the Protective Services Fees for Service By-law 2689/FC/22. It removes the fees from the by-law and adds to this policy.

### FINANCIAL IMPLICATIONS

Setting fees for use will result in some 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

There are no other considerations or operational impacts.

### OPTIONS

Council has three options:

1. Approve the amendment 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 policy amendments as presented, the motion should be:

**“BE IT RESOLVED THAT Inuvik Town Council hereby approves amending the Fees and Charges Policy FM.021 Schedule A as presented.”**

*Signature – Grant Hood, SAO*



## Schedule A

Approved by Council Motion 221/11/21

Program or Service	Fee	GST	Total	Per
<b>MIDNIGHT SUN COMPLEX AND LIBRARY</b>				
<b>All Facility Room Rentals (excluding pool lobby, lobby registration desk, business office)</b>				
Booking/Security Deposit	\$ 150.00	\$ -	\$ 150.00	per room per booking
Cancellation/Change Fee	\$ 50.00	\$ -	\$ 50.00	per room per booking
<b>Multiple Room Rentals (excludes pool lobby, lobby registration desk, business office)</b>				
2 meeting rooms	5% discount			per day
3 meeting rooms	10% discount			per day
4 + meeting rooms	15% discount			per day
<b>Rental - Community Hall</b>				
Licensed Event	\$ 900.00	\$ 45.00	\$ 945.00	per day
Non-licensed Event	\$ 600.00	\$ 30.00	\$ 630.00	per day
Non-profit Event (non-licensed)	\$ 300.00	\$ 15.00	\$ 315.00	per day
Wedding (non-licensed)	\$ 300.00	\$ 15.00	\$ 315.00	per day
Bereavement	\$ 50.00	\$ 2.50	\$ 52.50	per day
Hourly Rentals	\$ 75.00	\$ 3.75	\$ 78.75	per hour or part thereof ≤ 4 hrs.
Renter Set-up Time	\$ 200.00	\$ 10.00	\$ 210.00	≤ 4 hours after 5:00 p.m.
Renter Take down Time	\$ 200.00	\$ 10.00	\$ 210.00	≤ 4 hours before 12 noon
<b>Rental – Community Lounge</b>				
Licensed Event	\$ 600.00	\$ 30.00	\$ 630.00	per day
Non-licensed Event	\$ 400.00	\$ 20.00	\$ 420.00	per day
Non-profit Event (non-licensed)	\$ 200.00	\$ 10.00	\$ 210.00	per day
Hourly Rentals	\$ 50.00	\$ 2.50	\$ 52.50	per hour or part thereof ≤ 4 hrs.
Renter Set-up Time	\$ 100.00	\$ 5.00	\$ 105.00	≤ 4 hours after 5:00 p.m.
Renter Take down Time	\$ 100.00	\$ 5.00	\$ 105.00	≤ 4 hours before 12 noon
<b>Rental – Sundog Room</b>				
Licensed Event	\$ 300.00	\$ 15.00	\$ 315.00	per day
Non-licensed Event	\$ 200.00	\$ 10.00	\$ 210.00	per day
Non-profit Event (non-licensed)	\$ 100.00	\$ 5.00	\$ 105.00	per day
Hourly Rentals	\$ 25.00	\$ 1.25	\$ 26.25	per hour or part thereof ≤ 4 hrs.
Set-up	\$ 50.00	\$ 2.50	\$ 52.50	≤ 4 hours after 5:00 p.m.
Take down	\$ 50.00	\$ 2.50	\$ 52.50	≤ 4 hours before 12 noon
<b>Rental - Arena Pad - Dry Floor</b>				
Licensed Event	\$ 1,500.00	\$ 75.00	\$ 1,575.00	per day
Non-licensed Event	\$ 1,000.00	\$ 50.00	\$ 1,050.00	per day
Non-profit Event (non-licensed)	\$ 600.00	\$ 30.00	\$ 630.00	per day
Sport – Youth	\$ 25.00	\$ 1.25	\$ 26.25	per hour - 17 yrs. of age or under
Sport – Adult	\$ 50.00	\$ 2.50	\$ 52.50	per hour
Hourly Rentals	\$ 150.00	\$ 7.50	\$ 157.50	per hour or part thereof ≤ 4 hrs.
Renter Set-up Time	\$ 400.00	\$ 20.00	\$ 420.00	≤ 8 hours after 12:00 noon
Renter Take down Time	\$ 400.00	\$ 20.00	\$ 420.00	≤ 8 hours before 4:00 p.m.
<b>Rental - Curling Pad - Dry Floor</b>				
Licensed Event	\$ 1,000.00	\$ 50.00	\$ 1,050.00	per day
Non-licensed Event	\$ 800.00	\$ 40.00	\$ 840.00	per day
Non-profit Event (non-licensed)	\$ 400.00	\$ 20.00	\$ 420.00	per day
Sport - Youth	\$ 25.00	\$ 1.25	\$ 26.25	per hour - 17 yrs. of age or under
<b>Rental - Pool Lobby</b>				
Non-licensed Event - fundraising	\$ 100.00	\$ 5.00	\$ 105.00	per day - non exclusive
Non-licensed Event - non-fundraising	\$ 50.00	\$ 2.50	\$ 52.50	per day - non exclusive
<b>Rental - Lobby Registration Desk</b>				
Lobby Registration Desk	\$ 100.00	\$ 5.00	\$ 105.00	per day - non exclusive
<b>Rental - Business Office</b>				
Business Office	\$ 50.00	\$ 2.50	\$ 52.50	per day
Sport - Adult	\$ 50.00	\$ 2.50	\$ 52.50	per hour
Hourly Rentals	\$ 100.00	\$ 5.00	\$ 105.00	per hour or part thereof ≤ 4 hrs.
Renter Set-up Time	\$ 200.00	\$ 10.00	\$ 210.00	≤ 8 hours after 12:00 noon
Renter Take down Time	\$ 200.00	\$ 10.00	\$ 210.00	≤ 8 hours before 4:00 p.m.

## Schedule A

Approved by Council Motion 221/11/21

Program or Service	Fee	GST	Total	Per
<b>Rental - Curling Lounge</b>				
Licensed Event	\$ 400.00	\$ 20.00	\$ 420.00	per day
Non-licensed Event	\$ 300.00	\$ 15.00	\$ 315.00	per day
Non-profit Event (non-licensed)	\$ 200.00	\$ 10.00	\$ 210.00	per day
Hourly Rentals	\$ 25.00	\$ 1.25	\$ 26.25	per hour or part thereof ≤ 4 hrs.
Renter Set-up Time	\$ 50.00	\$ 2.50	\$ 52.50	≤ 4 hours after 5:00 p.m.
Renter Take down Time	\$ 50.00	\$ 2.50	\$ 52.50	≤ 4 hours before 12 noon
<b>Rental - Vicki Billingsley Community Room - Library</b>				
Non-licensed Event	\$ 150.00	\$ 7.50	\$ 157.50	per day
Non-profit Event (non-licensed) - meeting	\$ -	\$ -	no charge	per day - during operational hrs.
Hourly Rentals	\$ 25.00	\$ 1.25	\$ 26.25	per hour or part thereof ≤ 4 hrs.
Renter Set-up Time	\$ 50.00	\$ 2.50	\$ 52.50	≤ 4 hours - day before
Renter Take down Time	\$ 50.00	\$ 2.50	\$ 52.50	≤ 4 hours - day after
<b>CONFERENCE/FACILITY EQUIPMENT</b>				
<b>Multiple Rental of Conference Equipment</b>				
One day	10% discount			per day
2 to 4 days	15% discount			per day
5 days or more	20% discount			per day
<b>Conference/Facility Equipment</b>				
Wireless Internet	\$ 20.00	\$ 1.00	\$ 21.00	per day
Wireless Projector	\$ 100.00	\$ 5.00	\$ 105.00	per day
Desktop Projector	\$ 100.00	\$ 5.00	\$ 105.00	per day
HD Digital Projector	\$ 150.00	\$ 7.50	\$ 157.50	per day
Portable Screen	\$ 25.00	\$ 1.25	\$ 26.25	per day
Laptop	\$ 50.00	\$ 2.50	\$ 52.50	per day
DVD Player	\$ 25.00	\$ 1.25	\$ 26.25	per day
LCD TV Monitor	\$ 50.00	\$ 2.50	\$ 52.50	per day
Conference Telephone	\$ 40.00	\$ 2.00	\$ 42.00	per day
Portable Speaker/Mic	\$ 50.00	\$ 2.50	\$ 52.50	per day
Microphones	\$ 5.00	\$ 0.25	\$ 5.25	per day
Flip Chart	\$ 5.00	\$ 0.25	\$ 5.25	per day - must supply own paper
Lobby - Registration Desk	\$ 50.00	\$ 2.50	\$ 52.50	per day
Podium	\$ 15.00	\$ 0.75	\$ 15.75	per day
Sound System	\$ 250.00	\$ 12.50	\$ 262.50	per day
Video Conferencing Equipment	\$ 100.00	\$ 5.00	\$ 105.00	per hour
	\$ 250.00	\$ 12.50	\$ 262.50	per day
Genie Lift Machine	\$ 35.00	\$ 1.75	\$ 36.75	per hour or part thereof
TV/VCR Rental	\$ 25.00	\$ 1.25	\$ 26.25	per day
Disco Ball	\$ 25.00	\$ 1.25	\$ 26.25	per day
Specialty Lights	\$ 25.00	\$ 1.25	\$ 26.25	per type/per day
Fogging Machine	\$ 50.00	\$ 2.50	\$ 52.50	per day
Bubble Machine	\$ 50.00	\$ 2.50	\$ 52.50	per day
Karaoke Machine	\$ 150.00	\$ 7.50	\$ 157.50	per day
Video Camera	\$ 50.00	\$ 2.50	\$ 52.50	per day
Stantions	\$ 10.00	\$ 0.50	\$ 10.50	per stantion/per day
Table Paper	\$ -	\$ -	TBD	
<b>CATERING</b>				
Preparation Kitchen & Supplies	\$ 100.00	\$ 5.00	\$ 105.00	per day
Preparation Kitchen Cleaning Deposit	\$ 150.00	\$ -	\$ 150.00	
Heating/Warming Table	\$ 25.00	\$ 0.50	\$ 25.50	per day/per unit
Warming Table Cleaning Deposit	\$ 25.00	\$ -	\$ 25.00	per warming table
Coffee or Tea Urns	\$ 10.00	\$ 0.50	\$ 10.50	per day /per unit

## Schedule A

Approved by Council Motion 221/11/21

Program or Service	Fee	GST	Total	Per
<b>CATERING (continued)</b>				
18.9 L Water & Dispenser	\$ 12.50	\$ -	\$ 12.50	per bottle
Table Cloths	\$ 15.00	\$ 0.75	\$ 15.75	per table
Replacement table cloth	\$ 15.00	\$ 0.75	\$ 15.75	per table
Table Skirting	\$ 10.00	\$ 0.50	\$ 10.50	per table
Replacement Skirting	\$ 10.00	\$ 0.50	\$ 10.50	per table
Drapery	\$ 10.00	\$ 0.50	\$ 10.50	per section
Tables	\$ 12.00	\$ 0.60	\$ 12.60	per table
Chairs	\$ 5.00	\$ 0.25	\$ 5.25	per chair
<b>TRADESHOW EQUIPMENT</b>				
<b>Set-up Included:</b>				
Standard 10 x 10 booth	\$ 50.00	\$ 2.50	\$ 52.50	per booth - drapes/skirts/cloths
Standard 10 x 10 booth	\$ 25.00	\$ 1.25	\$ 26.25	per booth - drapes only
8' high drape only	\$ 3.00	\$ 0.15	\$ 3.15	per linear foot
3' high drape only	\$ 1.50	\$ 0.08	\$ 1.58	per linear foot
6' table with cloth	\$ 25.00	\$ 1.25	\$ 26.25	per table
5' round table with cloth	\$ 15.00	\$ 0.75	\$ 15.75	per table
<b>Set-up Not Included:</b>				
Standard 10 x 10 booth	\$ 30.00	\$ 1.50	\$ 31.50	per booth - drapes/skirts/cloths
Standard 10 x 10 booth	\$ 15.00	\$ 0.75	\$ 15.75	per booth - drapes only
8' high drape only	\$ 2.00	\$ 0.10	\$ 2.10	per linear foot
3' high drape only	\$ 1.00	\$ 0.05	\$ 1.05	per linear foot
<b>DROP ZONE</b>				
Drop-in (7 - 11 years)	\$ 2.38	\$ 0.12	\$ 2.50	per specified times
Drop-in (12 - 18 years)	\$ 4.76	\$ 0.24	\$ 5.00	per specified times
Rental	\$ 71.43	\$ 3.57	\$ 75.00	per hour - 2 hour minimum
Rental Damage/Cleaning Deposit	\$ 75.00	\$ -	\$ 75.00	per rental
<b>PLAY ZONE/PARTY ROOM</b>				
Drop-in	\$ 1.90	\$ 0.10	\$ 2.00	
Drop-in -10-pass	\$ 14.29	\$ 0.71	\$ 15.00	
Rental	\$ 47.62	\$ 2.38	\$ 50.00	per hour - 2 hour minimum
Rental Damage/Cleaning Deposit	\$ 50.00	\$ -	\$ 50.00	per rental
<b>ADMINISTRATIVE SERVICES</b>				
<b>Photocopies</b>				
Colour	\$ 0.39	\$ 0.02	\$ 0.41	per page/per side
Black and white	\$ 0.17	\$ 0.01	\$ 0.18	per page/per side
<b>Computer Printer</b>				
Black and white	\$ 0.25	\$ 0.01	\$ 0.26	
Colour	\$ 1.00	\$ 0.05	\$ 1.05	
<b>Faxing</b>				
Local	\$ 1.00	\$ 0.05	\$ 1.05	per page
Long Distance	\$ 2.00	\$ 0.10	\$ 2.10	per page
<b>Laminator</b>				
lamination per foot	\$ 2.00	\$ 0.10	\$ 2.10	per foot
<b>Plotter</b>				
			TBD	
<b>INUVIK CENTENNIAL LIBRARY</b>				
Membership Card			no charge	
Transient Membership	\$ 14.29	\$ 0.71	\$ 15.00	
Lost Materials			TBD	item cost plus \$ 10.00 admin fee
Interlibrary Loans			no charge*	

## Schedule A

Approved by Council Motion 221/11/21

Program or Service	Fee	GST	Total	Per
<b>ARENA</b>				
<b>Arena - Ice Rates</b>	To receive youth rate the activity or event must be intended for youth participants			
Ice Rental – Youth	\$ 60.00	\$ 3.00	\$ 63.00	per hour
Ice Rental - Adult	\$ 130.00	\$ 6.50	\$ 136.50	per hour
Youth Tournament	\$ 55.00	\$ 2.75	\$ 57.75	per hour
Adult Tournament	\$ 120.00	\$ 6.00	\$ 126.00	per hour
Public Skating			No charge	per program time
U 12 Drop in Shinney Hockey	\$ 1.90	\$ 0.10	\$ 2.00	per program time
U 12 Drop in Shinney Hockey - 10 pass	\$ 14.29	\$ 0.71	\$ 15.00	per program time
13 + Drop in Shinney Hockey	\$ 3.81	\$ 0.19	\$ 4.00	per program time
13 + Drop in Shinney Hockey - 10 pass	\$ 28.57	\$ 1.43	\$ 30.00	per program time - students only
Skate Sharpening	\$ 4.76	\$ 0.24	\$ 5.00	per pair of skates
<b>SUPERPASS</b>				
Pool/Gym/Squash Membership	\$ 1,047.62	\$ 52.38	\$ 1,100.00	per 12 months
Corporate Superpass	\$ 5,825.00	\$ 291.25	\$ 6,116.25	per 12 months
<b>FITNESS PROGRAMS</b>				
Registration	\$ 57.14	\$ 2.86	\$ 60.00	per person
Flex Pass	\$ 57.14	\$ 2.86	\$ 60.00	per pass - with expiry date
Drop-in	\$ 7.62	\$ 0.38	\$ 8.00	per person/per class
<b>FITNESS CENTRE</b>				
Daily	\$ 7.00	\$ 0.35	\$ 7.35	per day
1 week gym membership	\$ 30.00	\$ 1.50	\$ 31.50	per week
1 month gym membership	\$ 50.00	\$ 2.50	\$ 52.50	per month
3 month gym membership	\$ 125.00	\$ 6.25	\$ 131.25	per 3 months
12 month gym membership	\$ 450.00	\$ 22.50	\$ 472.50	per 12 months
Card deposit	\$ 20.00	\$ -	\$ 20.00	
Corporate gym membership	\$ 2,500.00	\$ 125.00	\$ 2,625.00	per 12 months - five cards
Corporate card deposit	\$ 100.00		\$ 100.00	
Small corporate gym membership	\$ 500.00	\$ 25.00	\$ 525.00	per 12 months - one card
Locker Rental	\$ 5.00	\$ 0.25	\$ 5.25	per month
<b>SQUASH</b>				
<b>Court rentals - per person / per hour Must wear protective eye wear</b>				
Squash Single	\$ 8.00	\$ 0.40	\$ 8.40	per person/hour
10 punch pass	\$ 75.00	\$ 3.75	\$ 78.75	per person/hour
3 month membership	\$ 91.00	\$ 4.55	\$ 95.55	per person
6 month membership	\$ 169.00	\$ 8.45	\$ 177.45	per person
12 month membership	\$ 312.00	\$ 15.60	\$ 327.60	per person
Racquet Re-string	\$ 32.00	\$ 1.60	\$ 33.60	per racquet
Gear Rental	\$ 5.00	\$ 0.25	\$ 5.25	per racquet and ball
Protective Eye Wear			no charge	
<b>SWIMMING POOL</b>				
<b>Swim Admissions</b>				
Children (0-6)			no charge	
Youth (7-18)	\$ 3.09	\$ 0.16	\$ 3.25	per person per swim
Adult (19-59)	\$ 6.19	\$ 0.31	\$ 6.50	per person per swim
Senior (60+)	\$ 3.09	\$ 0.16	\$ 3.25	per person per swim
Family	\$ 11.43	\$ 0.57	\$ 12.00	per family per swim
Youth - 10 punch pass	\$ 28.57	\$ 1.43	\$ 30.00	
Adult - 10 punch pass	\$ 57.14	\$ 2.86	\$ 60.00	
Senior - 10 punch pass	\$ 28.57	\$ 1.43	\$ 30.00	
Family - 10 punch pass	\$ 109.52	\$ 5.48	\$ 115.00	
Youth - 3 month pass	\$ 78.57	\$ 3.93	\$ 82.50	
Adult - 3 month	\$ 157.14	\$ 7.86	\$ 165.00	
Senior - 3 month pass	\$ 78.57	\$ 3.93	\$ 82.50	

## Schedule A

Approved by Council Motion 221/11/21

Program or Service	Fee	GST	Total	Per
SWIMMING POOL (continued)				
Swim Admissions (continued)				
Family - 3 month pass	\$ 314.29	\$ 15.71	\$ 330.00	
Youth - 6 month pass	\$ 142.86	\$ 7.14	\$ 150.00	
Adult - 6 month pass	\$ 285.71	\$ 14.29	\$ 300.00	
Senior - 6 month pass	\$ 142.86	\$ 7.14	\$ 150.00	
Family - 6 month pass	\$ 600.00	\$ 30.00	\$ 630.00	
Youth - 12 month pass	\$ 257.14	\$ 12.86	\$ 270.00	
Adult - 12 month pass	\$ 514.29	\$ 25.71	\$ 540.00	
Senior - 12 month pass	\$ 257.14	\$ 12.86	\$ 270.00	
Family - 12 month pass	\$ 1,142.86	\$ 57.14	\$ 1,200.00	
Pool Rentals				
1 - 35 people	\$ 142.86	\$ 7.14	\$ 150.00	per hour
36 - 70 people	\$ 171.43	\$ 8.57	\$ 180.00	per hour
71 + people	\$ 238.10	\$ 11.90	\$ 250.00	per hour
Swim Lesson Programs				
10 lessons - Parent & Tot 1, 2, 3	\$ 63.00	\$ -	\$ 63.00	per person - 10 lessons per session
10 lessons - Preschool 1, 2, 3, 4, 5	\$ 63.00	\$ -	\$ 63.00	per person - 10 lessons per session
10 lessons - Swimmer 1, 2, 3	\$ 63.00	\$ -	\$ 63.00	per person - 10 lessons per session
10 lessons - Swimmer 4, 5, 6	\$ 73.50	\$ -	\$ 73.50	per person - 10 lessons per session
10 lessons - Adult Lessons 1, 2, 3	\$ 90.00	\$ 4.50	\$ 94.50	per person - 10 lessons per session
8 lessons - Parent & Tot 1, 2, 3	\$ 50.40	\$ -	\$ 50.40	per person - 8 lessons per session
8 lessons - Preschool 1, 2, 3, 4, 5	\$ 50.40	\$ -	\$ 50.40	per person - 8 lessons per session
8 lessons --Swimmer 1, 2, 3	\$ 50.40	\$ -	\$ 50.40	per person - 8 lessons per session
8 lessons - -4, 5, 6	\$ 58.80	\$ -	\$ 58.80	per person - 8 lessons per session
8 lessons - Adult Lessons 1, 2, 3	\$ 72.00	\$ 3.60	\$ 75.60	per person - 8 lessons per session
Youth Private Lessons (age 14 or younger)	\$ 25.00	\$ -	\$ 25.00	per person - per 1/2 hour class
Adult Private Lessons (age 15 yrs. or older)	\$ 25.00	\$ 1.25	\$ 26.25	per person - per 1/2 hour class
Leadership Programs				
Bronze Medallion/Bronze Cross	Fees calculated based on current material costs, certification fees, instructor fees, number of anticipated candidates and funding opportunities			per person
NLS				per person
Swim & Lifesaving Instructor				per person
Standard First Aid/CPR/AED				per person
Miscellaneous				
Showers	\$ 2.38	\$ 0.12	\$ 2.50	per person
Locker Rental	\$ 0.95	\$ 0.05	\$ 1.00	per locker/per use
YOUTH CAMPS Summer Day Camp / March Break Day Camp - non supervised lunch				
full week	\$ 175.00	\$ -	\$ 175.00	per child
full week - additional child	\$ 135.00	\$ -	\$ 135.00	per additional child
short week - 4 days	\$ 140.00	\$ -	\$ 140.00	per child - due to closure/stat holiday
short week - 4 days - additional child	\$ 108.00	\$ -	\$ 108.00	per additional child - due to closure/stat. hol.
short week - 3 days	\$ 105.00	\$ -	\$ 105.00	per child - due to closure/stat holiday
short week - 3 days - additional child	\$ 81.00	\$ -	\$ 81.00	per additional child - due to closure/stat. hol.
drop-in - per day	\$ 50.00	\$ -	\$ 50.00	per child
drop-in - half day - morning	\$ 20.00	\$ -	\$ 20.00	per child
drop-in - half day - afternoon	\$ 30.00	\$ -	\$ 30.00	per child
cancellation/change fee	\$ 10.00		\$ 10.00	per change or refund
PD FUN DAYS School PD Days - non supervised lunch				
full day	\$ 40.00	\$ -	\$ 40.00	per child
half day - morning	\$ 15.00	\$ -	\$ 15.00	per child
half day - afternoon	\$ 25.00	\$ -	\$ 25.00	per child
RECREATION PROGRAMS				
Girls Night	\$ 15.00	\$ -	\$ 15.00	per child
Boys Night	\$ 15.00	\$ -	\$ 15.00	per child
RESALE MERCHANDISE				

## Schedule A

Approved by Council Motion 221/11/21

Program or Service	Fee	GST	Total	Per
<b>Squash - Resale Merchandise</b>				
Squash Balls	\$ 5.00	\$ 0.25	\$ 5.25	
Rad Wrap	\$ 9.00	\$ 0.45	\$ 9.45	
Rad Cushion	\$ 10.00	\$ 0.50	\$ 10.50	
Ekleton Mirage II	\$ 15.00	\$ 0.75	\$ 15.75	
Head & Wrist Band	\$ 6.00	\$ 0.30	\$ 6.30	
Ekleton 03 Bones	\$ 30.00	\$ 1.50	\$ 31.50	
Protective Eye Wear	as marked	plus	as marked	
Squash Racquets	as marked	plus	as marked	
<b>Swimming Pool - Resale Merchandise</b>				
Splasher Goggles	\$ 9.00	\$ 0.45	\$ 9.45	
Jr. Champ Goggles	\$ 9.00	\$ 0.45	\$ 9.45	
Vanquisher Goggles	\$ 20.00	\$ 1.00	\$ 21.00	
Sillicone Nose Clips	\$ 7.00	\$ 0.35	\$ 7.35	
PVC Ear Plugs	\$ 5.00	\$ 0.25	\$ 5.25	
Silicone Ear Plugs	\$ 7.00	\$ 0.35	\$ 7.35	
Latex Swim Caps	\$ 5.00	\$ 0.25	\$ 5.25	
Silicone Swim Caps	\$ 10.00	\$ 0.50	\$ 10.50	
Miss Glam Swim Caps	\$ 8.00	\$ 0.40	\$ 8.40	
Swim Diapers (reusable)	\$ 12.00	\$ 0.60	\$ 12.60	
Female Swim Suits	as marked	plus		
Male Swim Suits	as marked	plus		
Aquafit Glove	\$ 9.00	plus		
Rainbow Kickboard	\$ 7.50	\$ 0.38	\$ 7.88	
Swim Towel	\$ 5.00	\$ 0.25	\$ 5.25	
Water Wings (arm bands)	\$ 6.00	\$ 0.30	\$ 6.30	
<b>MISCELLANEOUS EQUIPMENT RENTAL</b>				
20' x 20' square tent	\$ 200.00	\$ 10.00	\$ 210.00	first day - with set-up/take down
	\$ 75.00	\$ 3.75	\$ 78.75	per additional day
40' hex tent	\$ 400.00	\$ 20.00	\$ 420.00	first day - with set-up/take down
	\$ 125.00	\$ 6.25	\$ 131.25	per additional day
SL 100 Portable Stage	\$ 700.00	\$ 35.00	\$ 735.00	first day - with set-up/take down
	\$ 125.00	\$ 6.25	\$ 131.25	per additional day
Portable Bar	\$ 75.00	\$ 3.75	\$ 78.75	per unit/per day
25' x 15' Blow Up Screen	\$ 400.00	\$ 20.00	\$ 420.00	per day - with set-up/take down
Tailgate Barbecue	\$ 250.00	\$ 12.50	\$ 262.50	per day
BBQ cleaning deposit	\$ 75.00		\$ 75.00	
Barbeque Delivery or Pick-up	\$ 15.00	\$ 0.75	\$ 15.75	per delivery or per pick-up
Bouncy Castle				TO BE ASSESSED
Arena Ice Cover (set-up / take-down)	\$ 1,800.00	\$ 90.00	\$ 1,890.00	set-up / take down
Arena Ice Cover rental / day	\$ 1,000.00	\$ 50.00	\$ 1,050.00	per day - outside of setup/take down
<b>SPONSORSHIP ADVERTISING</b>				
Zamboni Top	\$ 1,000.00	\$ 50.00	\$ 1,050.00	top - per ice season
Zamboni Side	\$ 1,000.00	\$ 50.00	\$ 1,050.00	per side per ice season
Arena Wall Signs - 4' x 4'	\$ 300.00	\$ 15.00	\$ 315.00	per year (sign extra)
- 4' x 8'	\$ 500.00	\$ 25.00	\$ 525.00	per year (sign extra)
Arena Dasher Boards - half board	\$ 300.00	\$ 15.00	\$ 315.00	per year (sign extra)
- full board	\$ 500.00	\$ 25.00	\$ 525.00	per year (sign extra)
On-ice-logo - Centre Ice	\$ 1,000.00	\$ 50.00	\$ 1,050.00	per season (logo extra)
- Other	\$ 600.00	\$ 30.00	\$ 630.00	per season (logo extra)
Scrolling Video (Lobby)	\$ 10.00	\$ 0.50	\$ 10.50	per day
	\$ 50.00	\$ 2.50	\$ 52.50	per week (7 days)
	\$ 150.00	\$ 7.50	\$ 157.50	per month (28-31 days)

## Schedule A

Approved by Council Motion 221/11/21

Program or Service	Fee	GST	Total	Per
<b>POOL SWIM SPONSORSHIP (sign extra)</b>				
per hour	\$ 142.86	\$ 7.14	\$ 150.00	
1 week - public/teen	\$ 1,000.00	\$ 50.00	\$ 1,050.00	average of 12 hours per week
- family	\$ 500.00	\$ 25.00	\$ 525.00	average of 7 hours per week
- public/teen/family	\$ 1,500.00	\$ 75.00	\$ 1,575.00	average of 19 hours per week
1 month - public/teen	\$ 2,500.00	\$ 125.00	\$ 2,625.00	average of 36 hours per month
- family	\$ 1,500.00	\$ 75.00	\$ 1,575.00	average of 28 hours per month
- public/teen/family	\$ 3,500.00	\$ 175.00	\$ 3,675.00	average of 64 hours per month
July/Aug - public/teen	\$ 4,000.00	\$ 200.00	\$ 4,200.00	average of 72 hours per month
- public/teen/family	\$ 5,000.00	\$ 250.00	\$ 5,250.00	average of 100 hours per month
<b>Chief Jim Koe Park Events Pavilion</b>				
<b>Program or Service</b>				
Booking/Damage Deposit	\$ 150.00	\$ -	\$ 150.00	per event *
Booking/Damage Deposit- Licenced Event	\$ 500.00	\$ -	\$ 500.00	per licenced event**
Casual Use - not booked - no amenities	no charge	no charge	no charge	non exclusive *
Booked Use - no amenities	deposit required	no gst	deposit required	non exclusive *
Booked Use - amenities required	as indicated	as indicated	as indicated	non exclusive *
Booked Use - Licenced - Exclusive	\$ 1,000.00	\$ 50.00	\$ 1,050.00	per day - 8 a to 11 p **
Booked Use - non-licenced - Exclusive	\$ 625.00	\$ 31.25	\$ 656.25	per day - 8 a to 11 p *
Hourly (non-licenced only - max. 4 hours)	\$ 75.00	\$ 3.75	\$ 78.75	per hr. or part thereof
Set-up (evening before)	\$ 200.00	\$ 10.00	\$ 210.00	per 4 hr. (5:00 - 9:00)
Take down (morning after)	\$ 200.00	\$ 10.00	\$ 210.00	for 4 hr. (9:00 - 1:00)
Security - user's expense	user's expense	user's expense	user's expense	duration of use/event
Insurance - user's expense	user's expense	user's expense	user's expense	duration of use/event
<b>Pavilion Amenities</b>				
Trailer Stage	\$ 700.00	\$ 35.00	\$ 735.00	first day
Trailer stage - per additional day	\$ 125.00	\$ 6.25	\$ 131.25	per additional day
Dance Floor	\$ 300.00	\$ 15.00	\$ 315.00	per event
Platform Stage	\$ 300.00	\$ 15.00	\$ 315.00	per event
Tables	\$ 12.00	\$ 0.60	\$ 12.60	per table/day
Chairs	\$ 5.00	\$ 0.25	\$ 5.25	per chair/day
Package - 1 table with 6 chairs	\$ 30.00	\$ 1.50	\$ 31.50	per package unit/day
Sound System (includes power)	\$ 250.00	\$ 12.50	\$ 262.50	per day
Additional portable washrooms	\$ 50.00	\$ 2.50	\$ 52.50	per unit/day
Washroom Pump out	\$ 116.50	\$ 5.83	\$ 122.33	first unit
Washroom Pump out	\$ 25.00	\$ 1.25	\$ 26.25	additional unit same location
Hand-wash Stations	\$ 50.00	\$ 2.50	\$ 52.50	per unit/day
Additional Garbage bins	\$ 50.00	\$ 2.50	\$ 52.50	per bin
Garbage disposal + MSC staff	\$ 35.00	\$ 1.75	\$ 36.75	per diposal trip + MSC staff
MSC Staff - as required	\$ 50.00	\$ 2.50	\$ 52.50	per staff/per hour
Table cloths	\$ 15.00	\$ 0.75	\$ 15.75	per table
Table skirting	\$ 10.00	\$ 0.50	\$ 10.50	per table
Pipe and drape	\$ 10.00	\$ 0.50	\$ 10.50	per 10' section
Heaters	\$ 50.00	\$ 2.50	\$ 52.50	per /own propane
Power	\$ 25.00	\$ 1.25	\$ 26.25	per day
Wifi access	\$ 20.00	\$ 1.00	\$ 21.00	per day
Podium	\$ 15.00	\$ 0.75	\$ 15.75	per day
Zip Walls	TBD	TBD	TBD	TBD
<b>OTHER</b>				
Staff hours for delivery / set up / take down of equipment	\$ 47.62	\$ 2.38	\$ 50.00	per person/per hour
<b>LOTTERY FEES</b>				
<b>50/50, 1/3 1/3 1/3 and Progressive Bingos</b>				
Less than 6 games being run during the lottery	\$ 20.00	\$ -	\$ 20.00	per license
More than 6 games being run during the lottery	\$ 50.00	\$ -	\$ 50.00	per game
<b>All Other Games</b>				
Total prize value \$1,250.00 or less	\$ 50.00	\$ -	\$ 50.00	per game
Total prize value \$1,250.00 or more	5% of total prize value			per game



Program or Service	Fee	GST	Total	Per
Nevada Tickets				
Hall/Media Bingo	\$ 50.00	\$ -	\$ 50.00	per game
Booth fee where licence is for 6 months or less	\$ 50.00	\$ -	\$ 50.00	per day
	\$ 450.00	\$ -	\$ 450.00	per month
Casinos				
Casino Lottery	\$ 50.00	\$ -	\$ 50.00	per day
Raffles				
Raffles with total prize value of \$1,250.00 or less	\$ 25.00	\$ -	\$ 25.00	per raffle
Raffles with total prize value of greater than \$1,250.00	5% of total prize value			per raffle
Fee payable to club room for series of raffle ticket lotteries where the club licence is for a period of less than 6 months	\$ 100.00	\$ -	\$ 100.00	per month
Chase the Ace Style Lottery				
Initial Licence Fee	\$ 50.00	\$ -	\$ 50.00	per licence
Greater than \$1,250.00	5% of total prize value			per licence
Between \$7,000.00 and \$19,999.00	\$ 300.00	\$ -	\$ 300.00	per licence
Greater than \$19,999.00	\$ 1,500.00	\$ -	\$ 1,500.00	per licence
Other Lottery Fees				
Licence Amendment or Cancellation Fee	\$ 25.00	\$ -	\$ 25.00	per occasion
Late Application Processing Fee	\$ 50.00	\$ -	\$ 50.00	per occasion
Processing Fee for Incorrect or Incomplete Documents	\$ 75.00	\$ -	\$ 75.00	per occasion
RESPONSIBLE PET OWNERSHIP FEES				
Dog Licence Fees				
1 Year Dog Licence - Fixed Dog	\$ 25.00	\$ -	\$ 25.00	per licence
1 Year Dog Licence - Intact Dog	\$ 40.00	\$ -	\$ 40.00	per licence
1 Year Dog Licence - Nuisance Dog (fixed or intact)	\$ 100.00	\$ -	\$ 100.00	per licence
Lifetime Dog Licence - Fixed Dog	\$ 150.00	\$ -	\$ 150.00	per licence
Lifetime Dog Licence - Intact Dog	\$ 240.00	\$ -	\$ 240.00	per licence
Replacement of Lost Tag - Fixed Dog	\$ 10.00	\$ -	\$ 10.00	per tag
Replacement of Lost Tag - Intact Dog	\$ 10.00	\$ -	\$ 10.00	per tag
Replacement of Lost Tag - Nuisance Dog	\$ 10.00	\$ -	\$ 10.00	per tag
Impoundment/Seizure Fees				
1st Impoundment/Seizure (Subsidised Rate) - Licenced Dog	\$ 50.00	\$ -	\$ 50.00	per occasion
1st Impoundment/Seizure (Subsidised Rate) - Unlicensed Dog	\$ 100.00	\$ -	\$ 100.00	per occasion
1st Impoundment/Seizure (Subsidised Rate) - Nuisance Dog	\$ 200.00	\$ -	\$ 200.00	per occasion
Each Additional Impoundment/Seizure (Full Rate) - Licenced Dog	\$ 120.00	\$ -	\$ 120.00	per occasion
Each Additional Impoundment/Seizure (Full Rate) - Unlicensed Dog	\$ 120.00	\$ -	\$ 120.00	per occasion
Each Additional Impoundment/Seizure (Full Rate) - Nuisance Dog	\$ 200.00	\$ -	\$ 200.00	per occasion
Daily Maintenance Fees for Impounded/Seized Dogs				
Per day in pound (including first day)				
Licensed Dog	\$ 20.00	\$ -	\$ 20.00	per day
Unlicensed Dog	\$ 30.00	\$ -	\$ 30.00	per day
Nuisance Dog	\$ 40.00	\$ -	\$ 40.00	per day
Veterinarian & Other Fees				
Veterinarian Fees (Licensed, Unlicensed & Nuisance Dogs)	Actual Cost + 10% Administrative Fee			
Medication/Vaccinations (Licensed, Unlicensed & Nuisance Dogs)	Actual Cost + 10% Administrative Fee			
Air Transportation (Licensed, Unlicensed & Nuisance Dogs)	Actual Cost + 10% Administrative Fee			
Veterinarian Boarding (Licensed, Unlicensed & Nuisance Dogs)	Actual Cost + 10% Administrative Fee			
Other Costs Incurred by the Town of Inuvik	Actual Cost + 10% Administrative Fee			
BUSINESS LICENCE FEES				
Resident Business Licence Fee	\$ 100.00	\$ -	\$ 100.00	per licence
Renewal Fee - if paid before May 1	\$ 100.00	\$ -	\$ 100.00	per licence
Renewal Fee - if paid between May 2 and August 31	\$ 150.00	\$ -	\$ 150.00	per licence
Renewal Fee - if paid between September 1 and December 31	\$ 200.00	\$ -	\$ 200.00	per licence
Non-resident Business Licence	\$ 500.00	\$ -	\$ 500.00	per licence
Renewal Fee - if paid before May 1	\$ 500.00	\$ -	\$ 500.00	per licence
Renewal Fee - if paid between May 2 and August 31	\$ 550.00	\$ -	\$ 550.00	per licence
Renewal Fee - if paid between September 1 and December 31	\$ 600.00	\$ -	\$ 600.00	per licence
Peddler/Hawker Business Licence - First 3 days	\$ 250.00	\$ -	\$ 250.00	per licence

Program or Service	Fee	GST	Total	Per
<b>Peddler/Hawker Business Licence - Each day thereafter</b>	\$ 100.00	\$ -	\$ 100.00	per licence
<b>Cannabis Retail Store Business Licence - Resident</b>	\$ 250.00	\$ -	\$ 250.00	per licence
Renewal Fee - if paid before May 1	\$ 250.00	\$ -	\$ 250.00	per licence
Renewal Fee - if paid between May 2 and August 31	\$ 300.00	\$ -	\$ 300.00	per licence
Renewal Fee - if paid between September 1 and December 31	\$ 350.00	\$ -	\$ 350.00	per licence
<b>Cannabis Retail Store Business Licence - Non-resident</b>	\$ 750.00	\$ -	\$ 750.00	per licence
Renewal Fee - if paid before May 1	\$ 750.00	\$ -	\$ 750.00	per licence
Renewal Fee - if paid between May 2 and August 31	\$ 800.00	\$ -	\$ 800.00	per licence
Renewal Fee - if paid between September 1 and December 31	\$ 850.00	\$ -	\$ 850.00	per licence
<b>Cannabis Production &amp; Manufacturing Facility - Resident</b>	\$ 250.00	\$ -	\$ 250.00	per licence
Renewal Fee - if paid before May 1	\$ 250.00	\$ -	\$ 250.00	per licence
Renewal Fee - if paid between May 2 and August 31	\$ 300.00	\$ -	\$ 300.00	per licence
Renewal Fee - if paid between September 1 and December 31	\$ 350.00	\$ -	\$ 350.00	per licence
<b>Cannabis Production &amp; Manufacturing Facility - Non-resident</b>	\$ 750.00	\$ -	\$ 750.00	per licence
Renewal Fee - if paid before May 1	\$ 750.00	\$ -	\$ 750.00	per licence
Renewal Fee - if paid between May 2 and August 31	\$ 800.00	\$ -	\$ 800.00	per licence
Renewal Fee - if paid between September 1 and December 31	\$ 850.00	\$ -	\$ 850.00	per licence
<b>ATV LICENCE FEES</b>				
All ATV operators (exclusive of Elders)	\$ 25.00	\$ -	\$ 25.00	per licence
Elders Licence	\$ 1.00	\$ -	\$ 1.00	per licence
Replacement of a Lost Licence	\$ 10.00	\$ -	\$ 10.00	per licence
Replacement of a Lost Licence - Elders	\$ 1.00	\$ -	\$ 1.00	per licence
<b>TIPPING FEES - SOLID WASTE FACILITY</b>				
<b>LOCAL WASTE</b>				
LOAD SIZE AND BULK DISCOUNT	PRICE FIRST 20,000 LBS	GST	TOTAL	PRICE (+ GST) EACH ADDITIONAL 1,000 LBS
<b>X-Large - Base Load Weight: 20,000 lb.</b>				
0-50 LOADS (Bulk Discount 0%)	\$ 325.00	\$ 16.25	\$ 341.25	\$15.00
51-100 LOADS (Bulk Discount: 15%)	\$ 275.00	\$ 13.75	\$ 288.75	\$10.00
101-200 LOADS (Bulk Discount 20%)	\$ 260.00	\$ 13.00	\$ 273.00	\$5.00
200+ LOADS (Bulk Discount 25%)	\$ 240.00	\$ 12.00	\$ 252.00	\$5.00

Program or Service	Fee	GST	Total	Per
<b>TIPPING FEES - SOLID WASTE FACILITY (cont'd)</b>				
<b>LOCAL WASTE (cont'd)</b>				
<b>Large - Base Load Weight: 5,000 lb.</b>				
0-50 LOADS (Bulk Discount 0%)	\$ 125.00	\$ 6.25	\$ 131.25	\$15.00
51-100 LOADS (Bulk Discount: 15%)	\$ 110.00	\$ 5.50	\$ 115.50	\$10.00
101-200 LOADS (Bulk Discount 20%)	\$ 100.00	\$ 5.00	\$ 105.00	\$5.00
200+ LOADS (Bulk Discount 25%)	\$ 95.00	\$ 4.75	\$ 99.75	\$5.00
<b>Medium (1-ton truck &amp; truck/trailer combination)</b>	\$ 65.00	\$ 3.25	\$ 68.25	per load
<b>Small (1/2 ton to 1 ton truck)</b>	\$ 35.00	\$ 1.75	\$ 36.75	per load
<b>TIPPING FEES - OUT OF TOWN WASTE</b>				
LOAD SIZE AND BULK DISCOUNT	PRICE FIRST 20,000 LBS	GST	TOTAL	PRICE (+ GST) EACH ADDITIONAL 1,000 LBS
<b>X-Large - Base Load Weight: 20,000 lb.</b>				
0-50 LOADS (Bulk Discount 0%)	\$ 1,000.00	\$ 50.00	\$ 1,050.00	\$15.00
51-100 LOADS (Bulk Discount: 15%)	\$ 850.00	\$ 42.50	\$ 892.50	\$10.00
101-200 LOADS (Bulk Discount 20%)	\$ 800.00	\$ 40.00	\$ 840.00	\$5.00
200+ LOADS (Bulk Discount 25%)	\$ 750.00	\$ 37.50	\$ 787.50	\$5.00
<b>Large - Base Load Weight: 5,000 lb.</b>				
0-50 LOADS (Bulk Discount 0%)	\$ 250.00	\$ 12.50	\$ 262.50	\$30.00
51-100 LOADS (Bulk Discount: 15%)	\$ 220.00	\$ 11.00	\$ 231.00	\$20.00
101-200 LOADS (Bulk Discount 20%)	\$ 200.00	\$ 10.00	\$ 210.00	\$10.00
200+ LOADS (Bulk Discount 25%)	\$ 190.00	\$ 9.50	\$ 199.50	\$10.00
<b>Medium (1-ton truck &amp; truck/trailer combination)</b>	\$ 600.00	\$ 30.00	\$ 630.00	per load
<b>Small (1/2 ton to 1 ton truck)</b>	\$ 400.00	\$ 20.00	\$ 420.00	per load
<b>QUARRY FEES</b>				
Usage Area Clean-up Deposit	\$ 1,000.00	-	-	per area
Permit Application Fee	\$ 50.00	-	-	per area per season
Quarry Administration & Maintenance	\$ 0.75	-	-	per cubic meter (minimum 1,000)
Quarry Restoration	\$ 0.50	-	-	per cubic meter (minimum 1,000)
Quarry Royalty	\$ 0.25	-	-	per cubic meter (minimum 1,000)
GNWT Surcharge	\$ 0.30	-	-	per cubic meter (minimum 1,000)
<b>FIRE DEPARTMENT FEES FOR SERVICES</b>				
	Fee	GST	Total	
<b>Requested Inspection of Premises of Building – fee per hour (not including inspections resulting from building permit applications or scheduled inspections in accordance with the Fire Prevention Policy)</b>				
<u>Single Occupancy Building</u>				
Under 20,000 square feet	\$ 50.00	\$ 2.50	\$ 52.50	
Over 20,000 square feet	\$ 70.00	\$ 3.50	\$ 73.50	
<u>Multiple Tenant Building</u>			\$ -	
Under 20,000 square feet	\$ 50.00	\$ 2.50	\$ 52.50	
Over 20,000 square feet	\$ 70.00	\$ 3.50	\$ 73.50	
Each unit - Occupancy	\$ 30.00	\$ 1.50	\$ 31.50	
<b>Inspections required for liquor licences and/or Facility Usage Permits</b>				
Fee per inspection (to include occupancy load) e.g. Inspection of public hall facilities that are requested by owner, etc.	\$ 100.00	\$ 5.00	\$ 105.00	
<b>Reports (Fire Inspection, Fire Investigation, etc) – fee per report</b>	\$ 100.00	\$ 5.00		
<b>Apparatus Stand-by</b> e.g. Use of Fire Department apparatus for stand-by fire protection during shows, exhibitions, demonstrations, testing, etc.(price per hour per vehicle).	\$ 300.00	\$ 15.00	\$ 315.00	Per vehicle - 1st hour
	\$ 150.00	\$ 7.50	\$ 157.50	Per vehicle - each additional 1/2 hour
<b>Open Air Fire contrary to Burning Permit By-Law)</b> Fire Department Apparatus Firefighter Renumeration	\$ 300.00	\$ 15.00	\$ 315.00	Hourly rate at time of offence

Program or Service	Fee	GST	Total	Per
<b>Fire Protection Services provided outside Town boundaries in accordance with By-Law to Establish and Regulate a Fire Department</b>	\$ 300.00	\$ 15.00	\$ 315.00	Per vehicle - 1st hour
	\$ 150.00	\$ 7.50	\$ 157.50	Per vehicle - each additional 1/2 hour
<b>Response to Aircraft Emergencies at the Inuvik Regional Airport to provide Aircraft Crash Rescue Operations</b>	\$ 300.00	\$ 15.00	\$ 315.00	Per vehicle - 1st hour
	\$ 150.00	\$ 7.50	\$ 157.50	Per vehicle - each additional 1/2 hour
<b>False Alarm Calls – Automatic Alarm Systems / Detectors e.g. non notification to work on system, poor maintenance, etc.</b> 1 <sup>st</sup> response within 12-month period 2 <sup>nd</sup> response within 12-month period 3 <sup>rd</sup> and subsequent responses within 12-month period	Free			
	\$ 300.00	\$ 15.00	\$ 315.00	
	\$ 300.00	\$ 15.00	\$ 315.00	Per vehicle - 1st hour
	\$ 150.00	\$ 7.50	\$ 157.50	Per vehicle - each additional 1/2 hour
<b>Air Cylinder Recharge (price per cylinder)</b>	\$ 50.00	\$ 2.50	\$ 52.50	Per tank

## REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-053

### TOPIC

#### Amendments to Town of Inuvik Outside Beer Garden Policy FP.004

### BACKGROUND

Administration had with previous committees and Council discussed amending this policy with the anticipation of the recreation fields being transferred to the Town and therefore any beer gardens would come under the Town policy.

Now that the fields have been constructed and the properties under Town ownership a revised policy is being brought to Council for approval. Most of the recommended changes were discussed previously but not brought forward for formal approval. In addition a actual application form has been developed.

### FINANCIAL IMPLICATIONS

There are no financial implications other than the possible expense to clean up following an event in which the \$500 deposit would be used to cover the expense.

### 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 amendment 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 policy amendments as presented, the motion should be:

**“BE IT RESOLVED THAT Inuvik Town Council hereby approves amending the Outside Beer Garden Event Policy FP.004 as presented.”**

Signature – Grant Hood, SAO



POLICIES AND PROCEDURES MANUAL	Category Facilities & Properties	Policy Number FP.004
	Date	Resolution Number

### OUTSIDE BEER GARDEN EVENT POLICY

1. Organization(s) wishing to hold outside beer garden event(s) on municipal property are required ~~complete an application to the Town to hold the events. to obtain prior written approval for the event from the municipality.~~
2. The Town requires twenty-one (21) days written notice prior to the event taking place.
3. Town Administration ~~will submit the request to Council for its approval.~~ will have the authority upon review of the application to authorize the event(s) should the application be acceptable. ~~approval, the~~ Town will provide the organization(s) with written approval for the event(s) outlining any conditions attached to the approval.
4. The organization(s) wishing to hold the event(s) will be required to meet the following condition(s):
  - a) The organization will be required to obtain its own liquor permit(s) for the event(s).
  - b) The organization will be required to provide adequate security on site while the event is in progress. ~~Security personnel must be readily distinguishable at the event through visible identification (i.e., T-shirt, arm band, uniform, etc.).~~
  - c) ~~Security personnel must check identification at each entrance to the beer garden to ensure that minors do not enter the beer garden and are not being sold liquor.~~
  - d) ~~Security personnel shall not consume alcohol while on duty or while wearing clothing identifying them as security personnel.~~
  - e) The organization will be required to clean up the site and grounds to the satisfaction of the Public Services Department after each event. A ~~refundable~~ security deposit of \$500.00 will be required for all events. ~~Should the property not be cleaned this deposit shall not be refunded.~~
  - f) ~~Licensees must ensure noise levels are kept to acceptable levels so as to not create a nuisance in the area of the beer garden. Violation of the Town of Inuvik Noise by-law could prevent further applications being approved.~~
  - g) The organization will be required to secure the site by whatever fencing is required ~~per any by-laws , Territorial or Federal legislation.~~
  - h) The organization will be required to obtain all other approvals required, i.e. RCMP, health authorities, etc.

- i) The organization will be required to provide adequate portable restroom facilities on site. The organization is responsible for the supplies during the event and cleaning (including proper emptying and disposal of contents) of the restroom facilities following each event.
- j) The organization will save harmless the Town of Inuvik from any claims, suits, counter claims or charges stemming from any incidents, accidents or wrongdoing as a result of the beer garden.
- k) The organization will pay for any damages done to the site.
- l) The organization will ensure that intoxicated persons are provided with rides home or have designated drivers that will drive them home.
- m) The organization will refuse to serve persons who are intoxicated.
- n) The organization will sign any ~~the~~ required Town waiver forms and user agreements.
- o) The organization will provide proof of adequate Public Liability Insurance, the minimum coverage to be two million dollars (\$2,000,000.00). The Town of Inuvik shall be shown as an additional insured on the insurance.
- p) The Town of Inuvik reserves the right to revoke its approval of subsequent events, should proper conduct not be maintained.



# TOWN OF INUVIK

## BEER GARDEN APPLICATION

NAME OF GROUP: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

(Please Print)

POSITION WITH ORGANIZATION: \_\_\_\_\_

PHONE \_\_\_\_\_ (H) \_\_\_\_\_ (W)

ADDRESS: \_\_\_\_\_

DATE(S) OF BEER GARDEN: \_\_\_\_\_

HOURS OPERATION \_\_\_\_\_

LOCATION: \_\_\_\_\_

NO. OF PATRONS EXPECTED: \_\_\_\_\_

SECURITY ARRANGEMENTS: \_\_\_\_\_

PROPOSED USE OF NET PROCEEDS \_\_\_\_\_

☐ **INSURANCE CERTIFICATE FOR EVENT IS REQUIRED.**

THIS BEER GARDEN WILL BE HELD AS PART OF THE FOLLOWING EVENT(S):

\_\_\_\_\_  
I/We hereby make application for a Beer Garden and undertake to be governed by the existing statutes and regulations pertaining to Beer Gardens and the consumption of alcoholic beverages.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

=====



## REQUEST FOR COUNCIL DECISION

Meeting Date: May 25, 2022

RFCD #: 2022-SAO-054

### TOPIC

### CANCELLATION OF JUNE 6 & 8 2022 COUNCIL MEETINGS

### BACKGROUND

Due to the travel of some members of Council and the SAO for the FCM conference it is felt the scheduled meetings this week should be cancelled. With the current staffing shortages, it would be difficult to prepare a proper agenda and package. At this time, they cannot be delayed for a week due to the Arctic Development Expo taking place. Should it be necessary to call a Special Council meeting to administer some business it can be called with proper notice (48 hours). It anticipated this may be the case regarding the final operating capital budget currently in the final stages of preparation for presentation to Council along with recommended mill changes. This would allow for these items to be completed by the end of June. Currently we are awaiting the final assessment roll following the Board of Revision to finalize the budget.

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

### RECOMMENDATION

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

**“THAT Inuvik Town Council hereby cancels the June 6, 2022 Committee of the Whole meeting and the June 8, 2022 Regular Council meeting.”**

Signature – Grant Hood, SAO



## REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-045

### TOPIC

#### **BY-LAW 2687/FC/22**

#### **A BY-LAW TO ESTABLISH AND REGULATE A FIRE DEPARTMENT**

### BACKGROUND

On May 12 the By-law review Committee met to review a number of by-laws and discuss proposed changes. Present at the meeting were Mayor Wood, Councillors Devlin, Gowans and Mero. Staff present were SAO Hood, Directors Hammond and Campbell plus Municipal Enforcement Officer Firth. Also present was a representative of the Town's legal firm via video conference.

The committee was presented with some small revisions to by-law 2648/FC/20 which reset some numbering and also deleted references to specific sections of Territorial Legislation

### 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. Give the by-law the required readings as presented via motion
2. Defeat the by-law on first reading
3. Defer the item via motion with direction to Administration on how to proceed

**RECOMMENDATION**

Should Council wish to approve the by-law as presented, the motions should be:

Motion #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives FIRST READING to By-law 2687/FC/22, a by-law to establish and regulate a fire department.”**

Motion #2:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives SECOND READING to By-law 2687/FC/22, a by-law to establish and regulate a fire department.”**

*Signature – Grant Hood, SAO*

A handwritten signature in black ink, appearing to be 'G. Hood', is written over a faint, circular official stamp.

TOWN OF INUVIK  
BY-LAW #2687/FC/22

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN THE  
NORTHWEST TERRITORIES TO ESTABLISH AND REGULATE A FIRE  
DEPARTMENT

PURSUANT TO the *Cities, Towns and Villages Act* of the Northwest Territories, S.N.W.T. 2003, c. 22 as amended;

AND WHEREAS the Council of the Municipal Corporation of the Town of Inuvik has established and operates a fire service;

AND WHEREAS the Council of the Municipal Corporation of the Town of Inuvik in the Northwest Territories deems it necessary to prevent and suppress fires and to regulate the duties and responsibilities of the fire department;

NOW THEREFORE BE IT RESOLVED that the Council of the Municipal Corporation of the Town of Inuvik in Council duly assembled enacts as follows:

1.0 INTERPRETATION

1.1 In this by-law, unless the context otherwise requires:

- 1)a) **“Approved”** means approved by the Council of the Municipal Corporation of the Town of Inuvik.
- 2)b) **“Council”** means the Council of the municipal corporation of the Town of Inuvik.
- 3)c) **“Department”** means the Town of Inuvik Fire Department.
- 4)d) **“Deputy Fire Chief”** means a person designated by the Fire Chief as fire department second in command and to act in the place of the Fire Chief in the Fire Chief’s absence or in the case of a vacancy in the position of Fire Chief.
- 5)e) **“Fire Chief”** means a full-time employee of the Town of Inuvik appointed under ~~Section 42, subsection (1), parts (a) and (b) of~~ the Cities, Towns, and Villages Act, S.N.W.T. 2003, c. 22 and subsequent amendments thereto.
- 6)f) **“Fire Department”** means a group of firefighters authorized to provide fire protection services by the Town.
- 7)g) **“Fire Protection”** means a range of programs designed to protect the lives and property of the residents of the Fire Department response area from the adverse effects of fire, sudden medical emergency or exposure to dangerous conditions created by man or nature and includes fire suppression, fire prevention, fire safety education, communication, training of persons involved in the provision of Fire Protection Services, rescue and emergency services and the delivery of all those services.
- 8)h) **“Firefighter”** means any person employed in, or appointed to, a fire department and assigned to undertake fire protection services, rescue and emergency services and the delivery of all of those services and includes a volunteer firefighter.
- 9)i) **“Member”** means any defined firefighter or employee of the department.
- 10)j) **“Office of the Fire Marshal”** (OFM) means a person appointed in the Fire Prevention Act R.S.N.W.T. 1988,c.F-6; or his/her designate, exercising the powers and duties found within the Act.

**TOWN OF INUVIK**  
**BY-LAW #2687/FC/20**  
**Page 2**

~~41)~~l) **“Officer”** means a person who acts as a Fire Chief, Deputy Fire Chief, Captain, or Lieutenant.

~~42)~~m) **“Senior Administrative Officer”** means a person appointed by the Council of the Town of Inuvik to the position of Senior Administrative Officer pursuant to ~~section 41 of~~ the Cities, Towns, and Villages Act, S.N.W.T. 2003, c. 22 and includes any person designated by them to act on their behalf.

~~43)~~n) **“Town”** means the Municipal Corporation of the Town of Inuvik in the Northwest Territories.

~~44)~~o) **“Volunteer Firefighter”** means a firefighter who provides fire protection services either voluntarily or for a nominal consideration, honorarium, training or activity allowance.

## **2.0 ESTABLISHMENT**

- 2.1. A department for the Town of Inuvik, to be known as the Inuvik Fire Department, is hereby established and continued under this by-law and the head of this Department shall be known as the Fire Chief.
- 2.2. The goals of the Fire Department shall reflect the Core Services identified by Council and be contained within the Inuvik Fire Department Policies and Operating Guidelines, as presented to Council from time to time.

## **3.0 COMPOSITION**

- 3.1. The Fire Department shall consist of the Fire Chief, Deputy Fire Chief, Captains, Lieutenants, Firefighters providing training, public education, maintenance of equipment and apparatus and emergency response, Administrative personnel, and any other person(s) as may be authorized or considered necessary from time to time by Council or by the Senior Administrative Officer on recommendation from the Fire Chief for the Fire Department to perform Fire Protection Services.
- 3.2. There shall be one Fire Chief appointed by by-law.

## **4.0 TERMS AND CONDITIONS OF EMPLOYMENT**

- 4.1. Subject to Town of Inuvik Personnel Policies, the remuneration and other terms and conditions of employment or appointment of the members that comprise the Fire Department shall be determined by the Fire Chief and the Senior Administrative Officer acting in accordance with policies and programs established or approved by Council.

## **5.0 ORGANIZATION**

- 5.1. The Fire Chief may re-organize; eliminate Divisions; establish other Divisions; may do all or any of these things or any combination of them, as may be required to ensure the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Town of Inuvik.
- 5.2. The Fire Chief may assign or re-assign such Members to a Division to assist them in the administration and operation of that Division.

## **6.0 CORE SERVICES**

- 6.1. The core services of the Fire Department shall be those contained in Schedule “A” attached to and forming part of this by-law.

**TOWN OF INUVIK**  
**BY-LAW #2687/FC/20**  
**Page 3**

**7.0 RESPONSIBILITIES AND AUTHORITY OF FIRE CHIEF**

- 7.1 The Fire Chief shall be the head of the Fire Department and is ultimately responsible to Council, through the Senior Administrative Officer, for proper administration and operation of the Fire Department including the delivery of Fire Protection Services.
- 7.2 The Fire Chief shall report to the Senior Administrative Officer and will perform the duties as described in the *Fire Prevention Act*, R.S.N.W.T. 1988, c.F-6 and the *Emergency Management Act*, S.N.W.T. 2018, c.17.
- 7.3 The Fire Chief shall be authorized to make such general orders, policies, procedures, rules and regulations and to take such other measures as the Fire Chief may consider necessary for the proper administration and efficient operation of the Fire Department for the Town of Inuvik. The Fire Chief shall effectively manage Fire Protection Services for the prevention, control and extinguishment of fires, the protection of life and property, the management of emergencies, and without restricting the generality of the foregoing:
- a) respond to and mitigate emergencies, directing resources as required by the incident;
  - b) conduct investigations as required, in consultation and collaboration with the Office of the Fire Marshal;
  - c) conduct fire safety inspections upon complaint or request, or as part of a scheduled plan in consultation and collaboration with the Office of the Fire Marshal;
  - d) for the care and protection of all property belonging to the Fire Department;
  - e) for arranging for the provision and allotment of strategic staffing and facilities, apparatus, equipment, materials, services and supplies for the Fire Department;
  - f) for the development and implementation of aid and other fire protection and emergency service agreements within the Town of Inuvik's borders upon the approval of Council;
  - g) for the development and implementation of aid and other fire protection and emergency service agreements outside the Town of Inuvik's borders upon the approval of Council;
  - h) for determining and establishing the qualifications and criteria for employment or appointment, and the duties of, all members of the Fire Department;
  - i) for the conduct and the discipline of members of the Fire Department;
  - j) for preparing, and upon approval by Council, implementing and maintaining a departmental fire service plan and program for the Town of Inuvik;
  - k) for keeping an accurate record of all fires, rescues and emergencies responded to by the Fire Department and reporting of same to the Office of the Fire Marshal;
  - l) for keeping such other records as may be required by Council, the Town of Inuvik and the *Fire Prevention Act*, R.S.N.W.T. 1988, c.F-6
  - m) for preparing and presenting reports of the Fire Department to Council; and,
  - n) for exercising control over the budget approved by Council for the Fire Department.

**8.0 SUPERVISION – GENERAL DUTIES AND RESPONSIBILITIES**

- 8.1. The Deputy Fire Chief(s) shall be the second ranking officer of the Fire Department and shall be subject to and shall perform such duties as are assigned to them by the Fire Chief and shall act on behalf of the Fire Chief in case of absence or vacancy in the office of Fire Chief.

9.0 **EMERGENCY RESPONSES OUTSIDE LIMITS OF THE TOWN OF INUVIK**

- 9.1. The Fire Department shall not respond to a call with respect to a fire or an emergency incident outside the limits of the Town of Inuvik except with respect to a fire or an emergency:
- a) on property beyond the Town of Inuvik’s border where the Fire Chief or designate determines that immediate action is necessary to preserve and protect life and/or property and the correct department is notified to respond and/or assumes command or establishes alternative measures acceptable to the Fire Chief or designate;
  - b) in a city, town, village or hamlet with which an agreement has been entered into to provide fire protection services.
  - c) on property with respect to which an agreement has been entered into with any person or Town of Inuvik to provide fire protection;
  - d) on those highways that are under the jurisdiction of the Government of the Northwest Territories or other agency within the Town of Inuvik for which an automatic aid agreement has been entered; or
  - e) response due to a request for special assistance as required through a declaration of a territorial or federal emergency and such request has been approved by the Fire Chief, the Senior Administrative Officer and the Mayor.

10.0 **SEVERABILITY**

- 10.1 If any provision or part of a provision of this by-law is declared by a 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.

11.0 **REPEALS**

- 11.1 By-law 2648/FC/20 and any amendments thereto are hereby repealed.

12.0 **EFFECT**

- 12.1 This by-law will come into effect upon the day of its final passage.

READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_, 20XX A.D.

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_, 20XX A.D.

READ A THIRD TIME AND FINALLY PASSED THIS \_\_\_\_ DAY OF \_\_\_\_, 20xx A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SENIOR ADMINISTRATIVE OFFICER

TOWN OF INUVIK  
BY-LAW #2687/FC/20  
Page 5

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**

**TOWN OF INUVIK FIRE DEPARTMENT CORE SERVICES**

<b>Emergency Response Services</b>		<b>Approved to Deliver</b>	
		<b>Yes</b>	<b>No</b>
1.	Basic firefighting – no expected rescue component		X
2.	Structural firefighting including rescue	X	
3.	Vehicle firefighting	X	
4.	Grass, brush, forestry firefighting	X	
5.	Marine firefighting		X
6.	Automatic aid	X	
7.	Mutual aid		X
8.	Basic medical assist	X	
9.	Advanced medical assist with defibrillation (AED)	X	
10.	Awareness level hazardous materials	X	
11.	Operations level hazardous materials	X	
12.	Technician level hazardous materials		X
13.	Vehicle crashes	X	
14.	Vehicle extrication	X	
15.	Transportation incidents involving vehicles, aircraft and watercraft	X	
16.	Water and ice – shore based	X	
17.	Water and ice – water entry	X	
18.	Water and ice – boat		X
19.	Public Hazards – downed hydro lines, carbon monoxide and gas leaks	X	
20.	Ambulance assist	X	
21.	Police assistance	X	
22.	Public utilities assistance	X	
23.	Community emergency plan participation	X	
24.	Urban search and rescue		X
25.	High angle rescue		X
26.	Confined space rescue	X	
27.	Farm/silo rescue		X
28.	Inspections upon request or complaint	X	
29.	Fire investigations	X	

## REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-046

### TOPIC

#### **BY-LAW 2688/FC/22 A BY-LAW FOR CONTROL OF AN EMERGENCY MANAGEMENT PROGRAM**

### BACKGROUND

On May 12 the By-law review Committee met to review a number of by-laws and discuss proposed changes. Present at the meeting were Mayor Wood, Councillors Devlin, Gowans and Mero. Staff present were SAO Hood, Directors Hammond and Campbell plus Municipal Enforcement Officer Firth. Also present was a representative of the Town's legal firm via video conference.

The committee was presented with a major revision to the previous emergency measures organization and references to an Territorial Act that has been replaced. The revision updated the previous by-law to be in line with the revised legislation including the name of the act from the Civil Emergencies Measures Act to the Emergency Management Act. In addition a number of definitions were added to better clarify sections.

### 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. Give the by-law the required readings as presented via motion
2. Defeat the by-law on first reading
3. Defer the item via motion with direction to Administration on how to proceed

**RECOMMENDATION**

Should Council wish to approve the by-law as presented, the motions should be:

Motion #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives FIRST READING to By-law 2688/FC/22, a by-law for control of an emergency management plan.”**

Motion #2:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives SECOND READING to By-law 2688/FC/22, a by-law for control of an emergency management plan.”**

*Signature – Grant Hood, SAO*

A handwritten signature in black ink, appearing to read 'G. Hood', is written over a light blue grid background.

**TOWN OF INUVIK  
BY-LAW #2688/FC/22**

---

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN THE NORTHWEST TERRITORIES TO PROVIDE FOR THE CONTROL OF **AN EMERGENCY MANAGEMENT PROGRAM** ~~THE ESTABLISHMENT OF AN EMERGENCY MEASURES ORGANIZATION AND TO ESTABLISH A PLAN FOR THE CO-ORDINATION OF EMERGENCY SERVICES IN THE EVENT OF A MAJOR EMERGENCY~~**

---

**PURSUANT TO** the *Emergency Management Act*, S.N.W.T. 2018, c. 17 and the *Cities, Towns and Villages Act*, S.N.W.T. 2003, c. 22 as amended;

**WHEREAS** the *Emergency Management Act* provides the Town with various powers relating to emergency management and requires the Town to establish a local emergency management organization and develop local emergency plans.

**NOW THEREFORE BE IT RESOLVED** that the Council of the Municipal Corporation of the Town of Inuvik in Council duly assembled enacts as follows:

**1 SHORT TITLE**

This By-law may be referred to as the Town of Inuvik Emergency ~~Measures~~ **Management** By-law.

**2 INTERPRETATIONS**

**In this by-law unless the context otherwise requires:**

- a) **“Act”** means the ~~Civil Emergency Measures Act R.S.N.W.T. 1988, c. C-9;~~ **the *Emergency Management Act*, R.S.N.W.T. 2018, c.17 as amended;**
- b) **“Council”** means the duly elected Council for the Municipal Corporation of the Town of Inuvik.
- c) **“Declaration of a State of Local Emergency”** means a declaration made by resolution of City Council pursuant to the *Emergency Management Act* S.N.W.T. 2018, c. 17 and the *Cities, Towns and Villages Act*, S.N.W.T. 2003, c. 22 as amended.
- d) **“Director of Protective Services”** means a full-time employee of the Town of Inuvik appointed as the Fire Chief or Director of Protective Services or designate under the *Cities, Towns, and Villages Act*, as amended.
- e) **“Emergency”** means a current or imminent event that requires prompt coordination of action or special regulation of persons or property in order to protect the safety, health or welfare of people or to limit or prevent damage to property or the

TOWN OF INUVIK  
BY-LAW #2688/FC/22  
Page 2

~~environment; a present or imminent event that is affecting or could affect the health, safety or welfare of people or is damaging or could damage property;~~

- f) ~~“Emergency Measures Agency”~~ **“Local Emergency Management Organization”** means the organization established under this by-law.
- g) ~~“Emergency Measures~~ **Management Co-ordinator”** means the person designated as such under Section 7 of this by-law;
- h) ~~“Emergency Measures~~ **Management Planning Committee”** means the committee established under this by-law;
- i) ~~“Emergency~~ **Management Plan”** means the Emergency **Management** Plan of the Town of Inuvik;
- j) ~~“Local Coordinator” means the Senior Administrative Officer or the Senior Administrative Officer’s designate;~~
- k) ~~“Mayor” means the Mayor of the Town of Inuvik;~~
- l) ~~“Municipality” means the geographic area under the jurisdiction of the Town of Inuvik;~~
- m) ~~“Senior Administrative Officer” means the Senior Administrative Officer of the Town of Inuvik or the Senior Administrative Officer’s designate, as appointed pursuant to the Cities, Towns and Villages Act S.N.W.T. 2003, c. 22.~~
- n) **“Town”** means the Municipal Corporation of the Town of Inuvik;

### **3 EMERGENCY MEASURES PLAN**

- 3.1 In the event that an emergency should occur within the boundaries of the Town of Inuvik or nearby so as to affect the inhabitants of the Town of Inuvik, or the threat of an emergency, the plan for the coordination of emergency services shall come into effect.
- 3.2 In the event that an emergency should occur within the boundaries of the Town of Inuvik or nearby so as to affect the inhabitants of the Town of Inuvik, or the threat of an emergency, the plan for the co-ordination of emergency services, a copy of which is hereto attached and which forms "Schedule A" to this By-Law shall come into effect forthwith.
- 3.3 There shall be a committee to be known as the Emergency Measures Planning Committee.
- 3.4 The Emergency Measures Planning Committee shall be responsible for:
- a) The review of all plans, programs and expenditures relating to planning;
  - b) Submission to Council of estimates of expenditures for the maintenance and operation of the Emergency Measures Agency;
  - c) Submission to Council at least twice per year a progress report of activities;
  - d) Submission to Council, for the approval of the municipal emergency plan.
- 3.5 The Emergency Measures Planning Committee comprised of the heads of municipal departments and emergency services or such other persons as may be deemed necessary by the Emergency Measures Agency to formulate the Emergency Plan.
- 3.6 The Town of Inuvik Director of Protective Services by virtue of his/her position shall be designated as the Emergency Measures Co-ordinator and shall be the Chair of the Emergency Measures Planning Committee.
- 3.7 The Emergency Measures Agency for the Town shall be responsible for operations during an emergency and will be comprised of those members listed in the emergency plan. The Mayor or designate shall act as chair with the SAO being responsible for administering the Emergency Operations Center.

**TOWN OF INUVIK**  
**BY-LAW #2688/FC/22**  
**Page 4**

- 3.8 No employee of the Town may enter into agreement or commit the use of equipment, manpower or facilities with any federal or provincial organization requesting the use of such equipment, manpower, or facilities for the purpose of emergency measures or national survival without the specific authority of the Council following a recommendation by the Chair of the Emergency Measures Agency to Council.
- 3.9 The Emergency Measures Co-ordinator will:
- a) Co-ordinate the emergency plan;
  - b) Provide advice and assistance to department heads and emergency services regarding planning, organization and training;
  - c) Prepare annually estimates of expenditures for the operation and maintenance of the emergency measures organization;
  - d) Prepare and carry out a training program and such studies or exercises as are required;
  - e) Prepare and carry out a continuing program of public information;
  - f) Make such recommendations as are deemed necessary for the economy and effectiveness of civil emergency planning to the SAO for the Town;
  - g) Develop emergency organizations and plans in those areas of emergency measures not normally the responsibility of an existing municipal service;
  - h) Provide advice and assistance to individuals or private organizations on emergency measures.
- 3.10 Subject to the approval of the Council, the Emergency Measures Agency may negotiate agreements with other municipal corporations for the purposes of mutual aid or for the formation of joint organizations; and with the federal and provincial governments.
- 3.11 Subject to the approval of Council, the Emergency Measures Agency may enter into agreements with Agencies, other than Government Agencies, for the employment of their members within the structure of Emergency Government. These members would be employed as individuals and in accordance with their skills.

**TOWN OF INUVIK**  
**BY-LAW #2688/FC/22**  
**Page 5**

- 3.12 Salaries, honoraria, accounting budgeting, auditing, personnel, administration, contracting, administrative procedures of the Emergency Measures Agency shall be in accordance with existing by-laws, regulations and resolution of the Town.

**4 SEVERABILITY**

- 4.1 The provisions of this by-law are severable and the invalidity of any part of this by-law shall not affect the validity of the remainder of this by-law.

**5 SCHEDULES**

- 5.1 The Town of Inuvik Emergency Response Plan, attached as Schedule A, shall form part of this by-law.

**6 REPEALS**

- 6.1 By-law 2573/FC/14 and any subsequent amendments thereto are hereby repealed.

**7 COMING INTO FORCE**

- 7.1 This By-Law shall come into force and take effect upon the day of final passing thereof.

**READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20xx A.D.**

**READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20xx A.D.**

**READ A THIRD TIME AND FINALLY PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20xx A.D.**

\_\_\_\_\_  
 MAYOR

\_\_\_\_\_  
 SENIOR ADMINISTRATIVE OFFICER



**TOWN OF INUVIK**  
**BY-LAW #2688/FC/22**  
**Page 6**

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

## REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-047

### TOPIC

#### **BY-LAW 2689/FC/22 A BY-LAW TO ESTABLISH PROTECTIVE SERVICES FEES FOR SERVICE**

### BACKGROUND

On May 12 the By-law review Committee met to review a number of by-laws and discuss proposed changes. Present at the meeting were Mayor Wood, Councillors Devlin, Gowans and Mero. Staff present were SAO Hood, Directors Hammond and Campbell plus Municipal Enforcement Officer Firth. Also present was a representative of the Town's legal firm via video conference.

The committee was presented with a minor name change to reflect the department and also remove specific sections reference in Territorial legislation and just reference the act.

As with other by-law changes the fees were removed from the by-law and added to the fees and charges policy which is also presented at the same meeting.

### FINANCIAL IMPLICATIONS

There are no financial implications. There have been no changes the actual fee amounts.

### 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. Give the by-law the required readings as presented via motion
2. Defeat the by-law on first reading
3. Defer the item via motion with direction to Administration on how to proceed

**RECOMMENDATION**

Should Council wish to approve the by-law as presented, the motions should be:

Motion #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives FIRST READING to By-law 2689/FC/22, a by-law to establish protective services fees for service.”**

Motion #2:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives SECOND READING to By-law 2689/FC/22, a by-law to establish protective services fees for service.”**

*Signature – Grant Hood, SAO*

A handwritten signature in black ink, appearing to read 'G. Hood', is written over a light blue grid background.

---

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN THE NORTHWEST TERRITORIES TO CONSOLIDATE AND OTHERWISE ESTABLISH A ~~FIRE DEPARTMENT~~ PROTECTIVE SERVICES BY-LAW AND ESTABLISH FEES FOR SERVICES BY-LAW**

---

**WHEREAS** pursuant to ~~Section 72 (e) of~~ the Cities, Towns and Villages Act, S.N.W.T. 2003, c. 22 and subsequent amendments thereto which state:

~~72. For greater certainty, a by-law may~~  
~~(e) establish fees or other charges for products, programs, services, public utilities, infrastructure and facilities provided or done by the municipal corporation or for the use of property under the ownership, direction, management or control of the municipal corporation.~~

**AND WHEREAS** the Council of the Municipal Corporation of the Town of Inuvik deems it expedient and wishes to both consolidate and update the various fees and charges to be collected by the Town of Inuvik with respect to fire fighting and fire protection services;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Municipal Corporation of the Town of Inuvik in Council duly assembled enacts as follows:

**1     SHORT TITLE**

1.1 This by-law may be cited as the “Protective Services ~~Fire Department Services~~ Fee By-law”.

**2     INTERPRETATION**

2.1 In this by-law:

- a.     **“Apparatus”** means any motorized vehicle utilized by the fire department to provide Fire Protection Services; this included but is not limited to Pumpers, Tankers, Rescue, and Utility vehicles.
- b.     **“Council”** means the Council of the municipal corporation of the Town of Inuvik;
- c.     **“Cost of Service”** means the dollar value equivalent for the direct and indirect costs of providing a program or service as calculated by the Senior Administrative Officer;
- d.     **“False Alarm”** means an emergency alarm, such as a fire alarm, which is set off unnecessarily; or a needless alarm given in error or with intent to deceive.
- e.     **“Fire Chief”** means a full time employee of the Corporation appointed under ~~Section 42, subsection (1), parts (a) and (b) of~~ the Cities, Towns, and Villages Act, S.N.W.T. 2003, Chapter 22 and subsequent amendments thereto;
- f.     **“Fire Department”** means a group of Firefighters authorized to provide fire protection services by the Corporation;
- g.     **“Firefighter”** means any person employed in, or appointed to, a fire department and assigned to undertake fire protection services, rescue, and emergency services and the delivery of all those services;
- h.     **“Fire Protection”** means a range of programs designed to protect the lives and property of the residents of the Fire Department response area from the adverse effects of fire, sudden medical emergency or exposure to dangerous

conditions created by man or nature and includes fire suppression, fire prevention, fire safety education, communication, training of persons involved in the provision of Fire Protection Services, rescue and emergency services and the delivery of all those services;

- h. **“Inspection”** means the regulatory inspections by the Fire Chief or designate of the Inuvik Fire Department to assess regulatory compliance with the National Fire Code as well as applicable By-laws.
  - i. **“Person”** means an individual human being or a corporation and includes a partnership, society and an association or a group of persons acting in concert unless context explicitly or by necessary implication otherwise requires;
  - j. **“ ‘Program or Service’ or ‘Program and Service’ ”** either of these phrases when used in this by-law with respect to fees or other charges for products, programs, services, public utilities, infrastructure and facilities provided by the Town and for the use of property under the ownership, direction, management or control of the municipality.
  - k. **“Senior Administrative Officer”** means a person appointed by the Council of the Town of Inuvik to the position of Senior Administrative Officer pursuant to ~~section 41~~ of the Cities, Towns, and Villages Act, S.N.W.T. 2003, c. 22 and includes any person designated by him or her to act on their ~~his or her~~ behalf; and,
  - l. **“Town”** means the Municipal Corporation of the Town of Inuvik in the Northwest Territories.
- 2.2 In this By-law, all other terms, phrases and their derivatives as set out in the attached schedules shall have the meanings given in the by-law (including any amended or successor by-law) referenced in the individual part of the schedule.
- 2.3 If or when the terms, phrases or their derivatives are not consistent with the context, words in the present tense shall include the future, words in the plural context shall include the singular and words in the singular number include the plural. The word “shall” is always mandatory and not merely directory. Words not defined shall be interpreted in accordance with the *Interpretation Act, R.S.N.W.T. 1988, c. 1-8* and the *Cities, Towns and Villages Act, S.N.W.T. 2003, c. 22* and if not defined in either of these Acts, they are not to be given their common and ordinary meaning.
- 2.4 Services provided under this by-law shall be in accordance with By-Law # **2687/FC/22(as amended)** – A By-Law to Establish and Regulate a Fire Department.
- 2.5 The marginal notes and headings in this by-law are for reference purposes only.
- 2.6 Any Act, Regulation or By-law that is referenced to in this By-law shall be interpreted as including any successor Act, Regulation or By-law.

### **3 SEVERABILITY**

- 3.1 The provisions of this by-law are severable and the invalidity of any part of this by-law shall not affect the validity of the remainder of this by-law.

### **SCHEDULES**

~~2. Attached Schedule A shall form part of this by-law.~~

### **4 FEES**

- 4.1 The fees shall be set out in the Town of Inuvik Fees Charges Policy and may be waived at the discretion of Council.

5 **REPEALS**

5.1 By-law 2566/FC/14 and any amendments thereto are hereby repealed.

6 **EFFECT**

6.1 This by-law will come into effect upon the day of its final passage.

READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20XX A.D.

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20XX A.D.

READ A THIRD TIME AND FINALLY PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20XX A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SENIOR ADMINISTRATIVE OFFICER

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

## REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-048

### TOPIC

#### **BY-LAW 2690/FC/22 A BY-LAW TO REPEAL BY-LAW 88-1030 SMOKE DETECTOR BY-LAW**

### BACKGROUND

On May 12 the By-law review Committee met to review a number of by-laws and discuss proposed changes. Present at the meeting were Mayor Wood, Councillors Devlin, Gowans and Mero. Staff present were SAO Hood, Directors Hammond and Campbell plus Municipal Enforcement Officer Firth. Also present was a representative of the Town's legal firm via video conference.

The committee was informed that when this by-law was enacted there was no Territorial legislation regarding smoke detectors. Since then there has been Territorial legislation regarding them and as such our by-law is no longer required.

### FINANCIAL IMPLICATIONS

There are no financial implications. There have been no changes the actual fee amounts.

### 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. Give the by-law the required readings as presented via motion
2. Defeat the by-law on first reading
3. Defer the item via motion with direction to Administration on how to proceed

### RECOMMENDATION

Should Council wish to approve the by-law as presented, the motions should be:

Motion #1:

**"BE IT RESOLVED THAT Inuvik Town Council hereby gives FIRST READING to By-law 2690/FC/22, a by-law to repeal a by-law no longer required."**

Motion #2:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives SECOND READING to By-law 2689/FC/22, a by-law to repeal a by-law no longer required.”**

*Signature – Grant Hood, SAO*

A handwritten signature in black ink, appearing to be 'G. Hood', written on a light blue grid background.



TOWN OF INUVIK  
BY-LAW #2690/FC/22

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN THE NORTHWEST TERRITORIES TO REPEAL BY-LAWS WHICH NO LONGER HAVE ANY FORCE OR EFFECT

**WHEREAS** pursuant to the *Cities, Towns and Villages Act* of the Northwest Territories, S.N.W.T. 2003, c. C-22, as amended;

**AND WHEREAS** the Council of the Municipal Corporation of the Town of Inuvik deems it desirable and necessary to repeal by-laws which no longer have any force or effect;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Municipal Corporation of the Town of Inuvik, in Council duly assembled, enacts as follows:

1. That the following by-laws are hereby repealed:

**Fire Control**  
88-1030                      Smoke Detector By-Law

2. This by-law will come into effect upon the day of its final passage.

READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2022 A.D.

READ A SECOND THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2022 A.D.

READ A THIRD TIME AND FINALLY PASSED THIS \_\_ DAY OF \_\_, 2022 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SENIOR ADMINISTRATIVE OFFICER

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

## REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-049

### TOPIC

#### **BY-LAW 2691/FC/22 FIRE HYDRANT BY-LAW**

### BACKGROUND

On May 12 the By-law review Committee met to review a number of by-laws and discuss proposed changes. Present at the meeting were Mayor Wood, Councillors Devlin, Gowans and Mero. Staff present were SAO Hood, Directors Hammond and Campbell plus Municipal Enforcement Officer Firth. Also present was a representative of the Town's legal firm via video conference.

This by-law had been presented to an earlier review committee and some minor changes were recommended from that review. Administration has made those changes specifically regarding the colour of the hydrants and also eliminating the word inspector and replacing with the Fire Chief or their designate.

In additions the penalties section was re-written to come into line with current Territorial Legislation.

### FINANCIAL IMPLICATIONS

There are no financial implications. There have been no changes the actual fee amounts.

### 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. Give the by-law the required readings as presented via motion
2. Defeat the by-law on first reading
3. Defer the item via motion with direction to Administration on how to proceed

**RECOMMENDATION**

Should Council wish to approve the by-law as presented, the motions should be:

Motion #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives FIRST READING to By-law 2691/FC/22, the Fire Hydrant by-law.”**

Motion #2:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives SECOND READING to By-law 2691/FC/22, the Fire Hydrant by-law.”**

*Signature – Grant Hood, SAO*

A handwritten signature in black ink, appearing to read 'G. Hood', is written over a light blue grid background.

TOWN OF INUVIK  
BY-LAW #2691/FC/22

BEING A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN  
THE NORTHWEST TERRITORIES FOR THE CONTROL OF DEFINITION AND  
IDENTIFICATION OF FIRE HYDRANTS

PURSUANT TO the *Cities, Towns and Villages Act of the Northwest Territories, S.N.W.T. 2003, c. 22 as amended;*

~~WHEREAS pursuant to Section 175, subsection (f) of the Municipal Ordinance, R.O.N.W.T. 1974 c-M15.~~

NOW THEREFORE BE IT RESOLVED the Council of the Municipal Corporation of the Town of Inuvik, in session duly assembled, enacts as follows:

1. SHORT TITLE

This by-law may be cited as the “Fire Hydrant By-law”.

2. INTERPRETATION

In this by-law:

- a) “**Council**” means the Council of the Municipal Corporation of the Town of Inuvik.
- b) “**Fire Chief**” means the Fire Chief of the Fire Department of the Municipal Corporation of the Town of Inuvik.
- c) “**Fire Department**” means the Fire Department of the Municipal Corporation of the Town of Inuvik.
- d) “**Fire Hydrant**” means a device primarily used and located for the delivery of water, to the Fire Department, for use in combatting fires.
- e) “**Hydrant Access Path**” means the route from the curb of the road, by the most direct means to the hydrant, where direct access by such a route is available and shall include both the front and rear sides of the hydrant.
- f) “**Hydrant Area**” means the area surrounding hydrant in all directions to a distance of ten (10) feet.
- g) “**Owner**” includes the person for the time being managing or receiving the rent of the land or premises in connection with which the word is used whether on his own account or as agent or trustee of any other person, or who would so receive the rent if such land and premises were left, and shall also include a leasee or occupant of the property who, under the terms of a lease, is required to repair and maintain the property in accordance with the standards for maintenance and occupancy of property.
- h) “**Permanent**” means a time greater than 24 hours.
- i) “**Person**” includes not only an individual, but also a partnership and body corporate and any association as well as the Government of Canada and the Government of the N.W.T.
- j) “**Private Fire Hydrant**” means a hydrant that is privately owned by a person.
- k) “**Public Fire Hydrant**” means any hydrant not privately owned by a person.
- l) “**Town**” means the Municipal Corporation of the Town of Inuvik.

3. HYDRANT IDENTIFICATION

**TOWN OF INUVIK**  
**BY-LAW #2691/FC/22**  
**Page 2**

- 3.1) All fire hydrants shall be identified when installed upon a utilidor, by means of ~~bright fluorescent orange~~ reflective red paint on all sides and the top.
- 3.2) ~~Every fire hydrant when installed upon a utilidor shall also be identified by a sign located at the edge of the nearest road or at the edges of all roads that provide a hydrant access path. This sign shall conform to Annex A of this by-law and shall be a minimum of six (6) feet above ground level at the road.~~
- 3.3) Every fire hydrant not installed upon a utilidor shall be identified by a means that is approved in writing by the Fire Chief.
- 3.4) ~~The normally accepted identification mentioned in Section 4 above shall be a sign capable of being identified from the curb of the nearest road, and shall be of a style as indicated in Annex A of this by-law.~~
- 3.5) Every fire hydrant not installed upon a utilidor may be required by the Fire Chief to have a sign installed on the edge of the nearest road or at the edges of all roads, that provide a hydrant access path. This sign shall conform to Annex A of this by-law and shall be of a minimum of six feet above ground level at the road.

**4. HYDRANT ACCESS AND VISIBILITY**

- 4.1) No person shall obstruct nor cause to be obstructed by any permanent means whatsoever the visibility of any fire hydrant from any direction without prior written consent of the Fire Chief.
- 4.2) No person shall block or restrict access to, nor cause to be blocked or restrictions of access to any fire hydrant by any permanent means whatsoever without prior written consent of the Fire Chief.
- 4.3) The hydrant area around each hydrant is to be kept free and clear at all times. This includes playground, sports and recreational items as well as storage.
- 4.4) The hydrant area around each hydrant is to be kept free and clear at all times of animals that are tied, chained or otherwise under control.
- 4.5) It is the responsibility of the owner of land on which there is a hydrant access path, or a hydrant located beside or behind that property, to ensure that sufficient brush and other vegetative material is kept from restricting access to that hydrant or hydrant access path.
- 4.6) No person shall deface, alter or remove nor cause to be altered, defaced or removed, any sign or posts indicating the location of a fire hydrant.

**5. HYDRANT USE**

- 5.1) No person shall use, nor cause to be used, any fire hydrant for purposes other than emergency fire fighting, without prior written approval of the Fire Chief.
- 5.2) No fire fighter or any other Town employee requires written consent from the Fire Chief to use a fire hydrant for any purpose, if that purpose is required in performing their duties.

**6. ENFORCEMENT**

- 6.1) The Fire Chief ~~or their designate and his inspectors~~ are hereby appointed to enforce the provisions of this by-law.
- 6.2) The Fire Chief ~~or their designate and his inspectors~~ may at all reasonable times enter onto property in order to inspect any fire hydrant and to carry out tests that are deemed necessary.
- 6.3) Where a person has contravened the provisions of this by-law, the Fire Chief ~~or their designate his inspector~~ shall send a notice to that person requiring them him to conform to the requirements of this by-law.

**TOWN OF INUVIK**  
**BY-LAW #2691/FC/22**  
**Page 3**

- 6.4) Every person to whom a notice is sent, or who is required to do anything by or pursuant to this by-law, shall obey such notice and do such thing as required by the notice.

**7. PENALTIES**

~~7.1) Any person who contravenes any of the provisions of this by-law is guilty of an offence contrary to Section 153 of the Municipal Ordinance of the Northwest Territories and liable on summary conviction to imprisonment for a period not exceeding one month or to a fine not exceeding one hundred dollars (\$100.00) or to both such fine and imprisonment.~~

~~7.2) When a person has been convicted of an offence under this by-law, any court of competent jurisdiction may, in addition to any other penalty imposed on the person convicted, issue an order prohibiting the continuation or repetition of the offence or the doing of any act or thing by the person convicted directed towards the continuation or repetition of the offence.~~

7.3) Every person who contravenes any provision of this by-law is guilty of an offence and is liable upon Summary Conviction to:

- 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.

7.4) In addition to any fine that may be levied, the court may order a person convicted of an offence under this by-law:

- I. to pay any fee or charge that may otherwise be payable by the person to the Town in respect of any licence or permit that should have been obtained by the person; and,
- II. to do or refrain from doing any activity that the court may specify.

7.5) 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 prior to the court date specified on the ticket.

**8. SEVERABILITY**

8.1) If any provision or part of a provision of this by-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.

**9. CONFLICT WITH ANY OTHER BY-LAW**

9.1) In the event of any conflict between any provisions of this by-law and any other by-law heretofore passed, the provisions of this by-law shall prevail.

**10. REPEALS**

By-law 547/FC/79 is hereby repealed.

11. EFFECT

This by-law shall come into effect upon the day of its final passage.

READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20XX A.D.

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20xx A.D.

READ A THIRD TIME AND PASSED WITH THE CONSENT OF THE MEMBERS OF COUNCIL PRESENT THIS \_\_\_\_ DAY OF \_\_ , 20xx A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SENIOR ADMINISTRATIVE OFFICER

# REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-050

## TOPIC

### BY-LAW 2692/TAX/22 SENIOR CITIZENS AND DISABLED PERSONS PROPERTY TAX RELIEF

## BACKGROUND

On May 12 the By-law review Committee met to review a number of by-laws and discuss proposed changes. Present at the meeting were Mayor Wood, Councillors Devlin, Gowans and Mero. Staff present were SAO Hood, Directors Hammond and Campbell plus Municipal Enforcement Officer Firth. Also present was a representative of the Town's legal firm via video conference.

In reviewing this by-law administration felt that the previous by-law included two distinct items first the property tax relief and then the ability to charge interest on overdue accounts. Administration presented the committee with two by-laws separating out the two components. In addition the forms portion of the by-law has been removed as the application is tied to the Territorial legislation and application for the 50% portion and as such should their application change we can follow suit without having to change the by-law.

With the by-law now a separate one administration will do further investigation regarding status changes of properties during a tax year.

## FINANCIAL IMPLICATIONS

There are no financial implications other than normal annual changes in exempt properties.

## 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. Give the by-law the required readings as presented via motion
2. Defeat the by-law on first reading
3. Defer the item via motion with direction to Administration on how to proceed



**RECOMMENDATION**

Should Council wish to approve the by-law as presented, the motions should be:

Motion #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives FIRST READING to By-law 2692/TAX/22, the Senior Citizens and Disabled Persons Property Tax Relief By-law.”**

Motion #2:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives SECOND READING to By-law 2692/TAX/22, the Senior Citizens and Disabled Persons Property Tax Relief By-law.”**

*Signature – Grant Hood, SAO*

A handwritten signature in black ink, appearing to read 'G. Hood', is written over a light blue grid background.

REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-050

TOPIC

BY-LAW 2692/TAX/22  
SENIOR CITIZENS AND DISABLED PERSONS PROPERTY TAX RELIEF

BACKGROUND

On May 12 the By-law review Committee met to review a number of by-laws and discuss proposed changes. Present at the meeting were Mayor Wood, Councillors Devlin, Gowans and Mero. Staff present were SAO Hood, Directors Hammond and Campbell plus Municipal Enforcement Officer Firth. Also present was a representative of the Town’s legal firm via video conference.

In reviewing this by-law administration felt that the previous by-law included two distinct items first the property tax relief and then the ability to charge interest on overdue accounts. Administration presented the committee with two by-laws separating out the two components. In addition the forms portion of the by-law has been removed as the application is tied to the Territorial legislation and application for the 50% portion and as such should their application change we can follow suit without having to change the by-law.

With the by-law now a separate one administration will do further investigation regarding status changes of properties during a tax year.

FINANCIAL IMPLICATIONS

There are no financial implications other than normal annual changes in exempt properties.

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. Give the by-law the required readings as presented via motion
  - 2. Defeat the by-law on first reading
  - 3. Defer the item via motion with direction to Administration on how to proceed

RECOMMENDATION

Should Council wish to approve the by-law as presented, the motions should be:

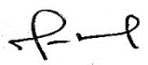
Motion #1:

“BE IT RESOLVED THAT Inuvik Town Council hereby gives FIRST READING to By-law 2692/TAX/22, the Senior Citizens and Disabled Persons Property Tax Relief By-law.”

Motion #2:

“BE IT RESOLVED THAT Inuvik Town Council hereby gives SECOND READING to By-law 2692/TAX/22, the Senior Citizens and Disabled Persons Property Tax Relief By-law.”

Signature – Grant Hood, SAO



**TOWN OF INUVIK  
BY-LAW #2692TAX/22**

---

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN THE NORTHWEST TERRITORIES EXEMPTING SENIOR CITIZENS AND DISABLED PERSONS PROVIDING RELIEF ON PROPERTY TAXES**

---

**PURSUANT** to the Property Assessment and Taxation Act R.S.N.W.T. 1988, c.10, ~~Sections 83 and 84~~ and subsequent amendments thereto;

**AND PURSUANT** to the Senior Citizens and Disabled Persons Property Tax Relief Act, R.S.N.W.T. 1989, c.22 ~~Section 50, subsections (1), (2) and (3)~~ and subsequent amendments thereto;

~~**WHEREAS** the Town of Inuvik may, by by-law, provide that in the event of taxes remaining unpaid on a specific date in the year in which taxes are levied, there shall be added to such unpaid taxes, by way of penalty, an amount not exceeding one point eight percent (1.8%) of the unpaid taxes on the last day of each calendar month thereafter so long as the taxes remain unpaid;~~

~~**AND WHEREAS** it is deemed expedient and necessary to provide for the implementation of penalties on late payment of taxes;~~

**AND WHEREAS** it is deemed appropriate to waive tax penalties and provide relief from property taxes for senior citizens and disabled persons;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Municipal Corporation of the Town of Inuvik, in Council duly assembled, enacts as follows:

1. In this by-law:
  - (A) **“Date of Eligibility”** means the effective date an individual is eligible for Property Tax Relief as a Senior Citizen and Disabled Person.
  - (B) **“Dependant”** means an individual who resides with a senior citizen or disabled person and who, at any time within the relevant taxation period, is
    - (a) dependant on the senior citizen or disabled person for support (Employment Income less than the GNWT Basic Personal Exemption), and
    - (b) either
      - (i) the spouse of the senior citizen or disabled person, including a person who has cohabited with the senior citizen or disabled person for at least one year, or
      - (ii) a child, grandchild, niece, nephew, brother, sister, parent, grandparent, aunt or uncle of the senior citizen or disabled person; (*personne á charge*)
  - (C) **“Disabled Person”** means an individual who at any time within the relevant taxation period is:
    - (a) in receipt of a pension or allowance for –
      - (i) a total disability or partial disability of at least 25% under the Workers’ Compensation Act;

**TOWN OF INUVIK**  
**BY-LAW #2692/TAX/22**  
**Page 2**

- (ii) for a severe and prolonged disability under the Canada Pension Plan; or
    - (iii) for a disability of at least 50% under the War Veterans Allowance Act (Canada) or the Civilian War Pensions and Allowance Act (Canada); or
  - (b) produces a medical certificate satisfactory to the Senior Administrative Officer indicating that the person suffers from a severe or prolonged disability and setting out of the nature and extent of the disability.
  - (D) **“Eligible Property”** means:
    - a) a mobile unit, or
    - b) a single family dwelling unit or a mobile unit, and the parcel of land within the meaning of the Property Assessment and Taxation Act upon which it is situated, where the land is owned by the same person who owns the single family dwelling unit or mobile unit.
  - (E) **“Mobile Unit”** means a mobile unit as defined in the Property Assessment and Taxation Act.
  - (F) **“Senior Citizen”** means an individual who, at any time during the relevant taxation period, has attained the age of 65 years.
  - (G) **“Taxes”** means taxes levied by the Town of Inuvik under the Property Assessment and Taxation Act in respect of eligible property, but does not include arrears, local improvement charges, or interest charges.
2. A) ~~That in the event of taxes remaining unpaid sixty (60) days after the date that the current tax notice is mailed, there shall be added to such unpaid taxes, by way of penalty, an amount of one point eight per cent (1.8%) per month thereof in the next succeeding twelve (12) months period, and in each twelve (12) month period thereafter, so long as the said taxes remain unpaid.~~
- ~~B) Any such penalty imposed shall be added to the unpaid taxes in respect of which such penalty was imposed and shall for all purposes form part of such unpaid taxes.~~
- C) Eligible property of a Senior Citizen or Disabled Person shall be exempt from penalties on unpaid taxes, from the date of eligibility, where the Senior Citizen or Disabled Person is the owner of the eligible property and ordinarily resides in it.
  - D) Eligible Senior Citizens and Disabled Persons will make application **annually** for an exemption of tax penalties and relief on property taxes on the prescribed form ~~attached as Schedule “A” to this by-law.~~
  - E) Council may, upon application, exempt the eligible property of a senior citizen or disabled person for 50% of the taxes where the senior citizen or disabled person is the owner of the eligible property and ordinarily resides on it.
  - F) Council shall not exempt from taxes the eligible property of a senior citizen or disabled person who is a part owner of the eligible property unless the other part owner or all other part owners are senior citizens, disabled persons or dependants of the senior citizen or disabled person.
  - G) Council shall not exempt from taxes the eligible property of a senior citizen or a disabled person which is used for a commercial activity and/or has been approved for a Home Occupation permit.

TOWN OF INUVIK  
BY-LAW #2692/TAX/22  
Page 3

- H) Every senior citizen or disabled person who wishes to apply for the exemption from taxes shall complete the **prescribed** form. ~~set out in Schedule “A” attached to and forming part of this by-law.~~
- I) By-law #**2096/TAX/03** is hereby repealed.

READ A FIRST TIME THIS \_ DAY OF \_, 20XX A.D.

READ A SECOND TIME THIS \_ DAY OF \_\_, 20XX A.D.

READ A THIRD TIME AND FINALLY PASSED THIS \_ DAY OF \_ , 20XX A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SENIOR ADMINISTRATIVE OFFICER

# REQUEST FOR COUNCIL DECISION

Meeting Dates: May 25, 2022

RFCD #: 2022-SAO-051

## TOPIC

### BY-LAW 2693/TAX/22 LEVYING OF PENALTIES ON OVERDUE PROPERTY TAX ACCOUNTS

## BACKGROUND

On May 12 the By-law review Committee met to review a number of by-laws and discuss proposed changes. Present at the meeting were Mayor Wood, Councillors Devlin, Gowans and Mero. Staff present were SAO Hood, Directors Hammond and Campbell plus Municipal Enforcement Officer Firth. Also present was a representative of the Town's legal firm via video conference.

This by-law is the result of separating out of the senior citizen and disabled property tax relief by-law and the ability to charge penalties on overdue property tax accounts.

## FINANCIAL IMPLICATIONS

There are no financial implications other than normal annual changes in exempt properties.

## 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. Give the by-law the required readings as presented via motion
2. Defeat the by-law on first reading
3. Defer the item via motion with direction to Administration on how to proceed

**RECOMMENDATION**

Should Council wish to approve the by-law as presented, the motions should be:

Motion #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives FIRST READING to By-law 2693/TAX/22, Levying of a Penalty on Outstanding Taxes By-law.”**

Motion #2:

**“BE IT RESOLVED THAT Inuvik Town Council hereby gives SECOND READING to By-law 2693/TAX/22, Levying of a Penalty on Outstanding Taxes By-law.”**

*Signature – Grant Hood, SAO*

A handwritten signature in black ink, appearing to read 'G. Hood', is written over a light blue grid background.

TOWN OF INUVIK  
BY-LAW #2693/TAX/22

---

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN THE NORTHWEST TERRITORIES TO AUTHORIZE THE LEVYING OF A PENALTY ON OUTSTANDING TAXES

---

PURSUANT to the Property Assessment and Taxation Act R.S.N.W.T. 1988, c.10

**WHEREAS** the Town of Inuvik may, by by-law, provide that in the event of taxes remaining unpaid on a specific date in the year in which taxes are levied, there shall be added to such unpaid taxes, by way of penalty, an amount not exceeding one point eight percent (1.8%) of the unpaid taxes on the last day of each calendar month thereafter so long as the taxes remain unpaid;

**AND WHEREAS** it is deemed expedient and necessary to provide for the implementation of penalties on late payment of taxes;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Municipal Corporation of the Town of Inuvik, in Council duly assembled, enacts as follows:

1. In this by-law:
  - (A) **“Taxes”** means taxes levied by the Town of Inuvik under the *Property Assessment and Taxation Act* in respect of eligible property, but does not include arrears, local improvement charges, or interest charges.
2.
  - A) That in the event of taxes remaining unpaid sixty (60) days after the date that the current tax notice is mailed, there shall be added to such unpaid taxes, by way of penalty, an amount of one point eight per cent (1.8%) per month thereof in the next succeeding twelve (12) months period, and in each twelve (12) month period thereafter, so long as the said taxes remain unpaid.
  - B) Any such penalty imposed shall be added to the unpaid taxes in respect of which such penalty was imposed and shall for all purposes form part of such unpaid taxes.

READ A FIRST TIME THIS \_ DAY OF \_, 20XX A.D.

READ A SECOND TIME THIS \_ DAY OF \_\_, 20XX A.D.

READ A THIRD TIME AND FINALLY PASSED THIS \_ DAY OF \_ , 20XX A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SENIOR ADMINISTRATIVE OFFICER











## Protective Services

March 2022

### Report to Council











April 2022 Statistics

Fires – 2 	Hazmat - 	Alarm - 9 	RCMP Assist - 2 
Other - 1 	Collision - 	Medical - 	Monthly Total- 14 
2022 total - 50			



April 2022 Statistics

Dogs - 10 	Taxis - 1 	Fire Support - 0 	Traffic - 5 
Patrols - 2 	Citations - 7 	Public Engagement + Public Behaviour- 1 	Emerg Line - 5 

## FIRE DEPARTMENT SUMMARY

### PUBLIC ENGAGEMENT AND PREVENTION

We continue to engage the public through our Inuvik Fire Department Facebook page. As in years past, Inuvik Fire Personnel provided standby response for the safety of snow mobile racers during the Muskrat Jamboree. Required fire drills were completed.

### TRAINING

During the month of April, training focussed on reinforcing essential fireground skills such as dress drills, laddering, ropes, knots and hoisting. Monthly apparatus inspections were conducted.

### EMERGENCY RESPONSE

The Fire Department responded to 15 incidents in August. These included Alarm Investigations, outdoor fires, hazmat response and Mutual Aid.

### INCIDENTS

Incident #	Date	Time	Day	Description	# Resp	Hour
FD22-037	04-01-22	17:25	F	Alarm - Cooking - 91 Bonnetplume	1	1
FD22-038	04-07-22	08:15	TH	Fire - Smoke Investigation Navy Road	1	1
FD22-039	04-07-22	15:30	TH	Alarm - Detector - Heat Nova Inn	1	1
FD22-040	04-07-22	16:30	TH	Alarm - Dust - Capital Suites	2	1
FD22-041	04-08-22	09:30	F	Alarm - Mischief Children's First	1	1
FD22-042	04-09-22	17:10	SA	Alarm - Mischief - Ingamo	2	1
FD22-043	04-10-22	15:38	SU	Alarm - False - Nihjaa	1	1
FD22-044	04-11-22	16:38	MO	Fire - Unattended Cooking- 91 Btplume	4	1
FD22-045	04-12-22	09:22	TU	MVC - report of bus incident, stood down	9	1
FD22-046	04--13-22	23:55	WE	Mutual Aid - RCMP	1	1
FD22-047	04-22-22	14:56	F	Citizen Assist	2	1
FD22-048	04-25-22	18:16	M	Alarm - Smoke Investigation - Nihjaa	1	1
FD22-049	04-27-22	09:22	W	Alarm - Vacuum Dust ICC	1	1
FD22-050	04-29-22	09:53	F	Alarm - Vacuum Dust ICC	2	1

### TRAINING

Date	Description	# personnel
04-06-22	Scba Dress Drills, Ropes and Knots	18
04-13-22	Ropes and Knots; Hoisting	19
04-20-22	Laddering	28
04-27-22	Monthly Inspections	22

### COMMUNITY ENGAGEMENT

Date	Description	# personnel
04-9/10/11-22	Muskrat Jamboree Standby	8

## SUMMARY

Municipal Enforcement attended the Justice of the Peace court in April. Most matters occurring during the Covid-19 Pandemic were pushed to this date due to previous cancellations of court. PO Waighorn renewed his Use of Force certification in Alberta. The Pound remains steady with surrenders and unidentified dogs at large throughout the month. MED continues to monitor matters related to taxi company and taxi non-compliance with the Passenger Transportation Bylaw.

## COMPLAINT RESPONSE

Report Type	Activity/Incident Type	Total
Case Report	ANIMAL CONTROL: ALLOW DOG TO BE AT LARGE	3
Case Report	ANIMAL CONTROL: DOG SURRENDER	2
Case Report	ANIMAL CONTROL: UNLICENCED DOG	1
Case Report	ANIMAL CONTROL: VICIOUS/ AGGRESSIVE DOG	2
Field Report	TRANSPORT DOG TO AIRPORT	2
Citation	HIGHWAY TRAFFIC: FAILURE TO SECURE CHILD IN RESTRAINT SYSTEM	2
Citation	HIGHWAY TRAFFIC BYLAW: OPERATION OF VEHICLE WITHOUT REGISTRATION	1
Citation	HIGHWAY TRAFFIC BYLAW: FAILING TO STOP AT STOP SIGN	1
Citation	RESPONSIBLE PET OWNERSHIP BYLAW: OWNER FAILS TO ENSURE ANIMAL DOES NOT CHASE, BITE, INJURE, HARASS, THREATEN OR ATTACK A PERSON, WHETHER ON THE PROPERTY OF THE OWNER OR NOT	1
Citation	RESPONSIBLE PET OWNERSHIP BYLAW: ALLOW DOG TO BE AT LARGE	2

## PROACTIVE ENGAGEMENT

Report Type	Activity/Incident Type	Total
Field Report	TRAFFIC ENFORCEMENT OPERATION	1
Field Report	SCHOOL ZONE PATROL	2
Field Report	ASSIST FIRE	1

Respectfully Submitted,

**Peace Officer Aaron Waighorn**

**Peace Officer Raven Firth**

**Director of Protective Services Cynthia Hammond**



## OVERVIEW

Our mandate to make Inuvik a desirable place to live, work, invest, and eventually meet, gather, and celebrate continues to be our central focus. As travel & gathering restrictions continue to evolve as do our programs, services, and delivery of key initiatives and projects.

Our department is also busy preparing to move into our new building, getting ready for the Arctic Development Expo, and planning for our upcoming busy Summer of planned programs, events, & activities.

## MARKETING & COMMUNICATIONS COORDINATOR ACTIVITIES

We are currently exploring potential employees.

## SPECIAL PROJECTS & EVENTS COORDINATOR ACTIVITIES

This position continues to be in transition as we search for the right candidate.

## DIRECTOR ACTIVITIES

- Administrative Duties
- Municipal Communications
- Funding Procurement / Administration / Reporting
- Project Management
  - Inuvik Guide
  - Arctic Development Expo (ADE)
  - Opening & Preparation of the Inuvik Welcome Centre
  - Arctic Market
  - Summer Programs & Events
- Partnership & Collaboration Activities
  - Collaborating with CanNor and GNWT-ITI to support and OECD visit to Inuvik during the ADE
- Ongoing Projects & Planning Activities
  - Inuvik Branding Refresh (collateral, website, merchandise)
  - Annual Department Work Plan
  - Operational Guidelines / Schedule / Procedure Strategy Document for new building
  - Review of Strategic Priorities & Operational Initiatives
- Meetings & Events
  - Inuvik Tourism Stakeholder Committee
  - Town Council Meetings
  - Director's Meetings
  - Staffing Interviews with HR Coordinator

## Director of Public Works Monthly Report for April 2022

During the month of April, 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 in a couple of areas, but we were able get to them with some preventive maintenance before they become spills. We were busy Looking after a couple of leaks that were because of failing C.C. connections to our Utilidor system. The C.C. used to be connected to the water mains with a brass 2-inch close nipple that we now know are a weak point. We may have to change a whole area up serving Alder and Inuit.
- We haven't had too much snow fall during the month but had to lots of snow removal in certain drainage routes so there not a problem during the spring thaw.
- The sand truck has had a busy month keeping the slippery parts of the roads sanded.
- I was away for holidays form April 12<sup>th</sup> to April 25<sup>th</sup>. While on holidays I had meeting with Nick Bevington from Aecom about our ongoing work that we have in progress with them and had meeting with Michael Maltais about the progress on the Utilidor work. Also had meeting with Brent Siermachesky from Alberta Custom Metal Fabricators Ltd about improvements that can be made to the Welcome to Inuvik sign. Made good progress with all the meeting.
- We are still having some problems with garbage being placed beside the garbage bins and in some cases not even making it to the bin, but there has been some improvement in some areas of town. The other problem is with the customers who rent bins from us not clearing enough snow so that the truck can get to the bins to empty them. We are still getting calls from different parts of town about this matter.
- Electric power produced by the solar panels at the Town Hall and the Midnight Sun Complex. I am not going to continue doing this as it will now be available online at <https://www.inuvik.ca/en/living-here/building-energy-monitoring-system.asp>
- April was a very cold month this year but in saying that, we had to start with opening sidewalk drains on the 8<sup>th</sup> of April this year. Not a lot of warm days and did not have to really start thawing culverts until after I returned from Holidays on April 25th.
- We have received most of the Dust stop product to do this summers dust suppression program so we should be able to start using this in late May early June.

These are some of the things that happened in April 2022, 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



## TOWN OF INUVIK

### COMMUNITY SERVICES DEPARTMENT REPORT TO COMMITTEE OF THE WHOLE APRIL 2022

#### **COMMUNITY SERVICES – Lise Saumur – Director of Community Services**

April was a catch-up month of sorts as we had fewer rentals and the facility was in changeover mode from our Winter ice season to Spring/Summer activities. Time was spent looking at new program initiatives and re-opening of the Play Zone and Drop Zone activity areas.

We were successful to receive \$ 10,000 in funding for an Archivist/Research position at the Library through the Young Canada Works program. The successful candidate, Nuhamin Gebeyehu started her summer term with us on May 11, 2022.

#### **MSC MAINTENANCE REPORT – Robin Langille – Facilities Foreman**

- Cleaning snow and spreading sand at Town owned buildings
- Changing refrigeration system to cool building footprint instead of ice pads
- Monitoring refrigeration system and boiler plant
- Adding glycol and draining air from heating system
- Engaging contractors to repair items at Town facilities
- Taking the ice out of arena and curling club
- Cleaning and rolling up the end to end curling sheets for summer storage
- Picking up large items for landfill
- Cleaning Town Office and library daily
- Minor repairs to facilities
- Logistics for facility rentals
- Logistics for Muskrat Jamboree
- Picking up deliveries from Post Office, Manitoulin, and Northwind for internal customers
- Washing walls, stripping wax, painting dressing room doors
- Off season storage of Zamboni
- Observed annual inspection of fire extinguishers
- Observed annual inspection of boilers and pressure vessels by GNWT to receive Operating Permit

#### **RENTAL ACTIVITIES REPORT**

##### Community Hall

- Girl Guides – 2 days
- Inuvik Minor Hockey Banquet – 1 day
- Boot Camp – 1 day

##### Community Lounge

- Kuzuri Judo – 3 days
- Boot Camp – 7 days
- Girl Guides – 1 day
- Tourism Stakeholder Meeting – 1 day
- Joint Secretariat – 1 day

##### Pool Lobby

- Roads End Golf Club – 1 day

## **RECREATION REPORT – Steve Krug – Recreation Co-ordinator**

### **Youth Night**

Friday April 1<sup>st</sup> Recreation held its last Glow in the Dark Skate before the ice season ended. This popular skate was followed by a movie and snacks. There was 22 youth ranging in ages from 6 years old through 12 years old. This type of Youth Night was very popular and will continue in the Fall. We are also looking into putting on a few “Parent and Me” Nights so children under 6 can participate with the Glow in the Dark Skate/Movie night.

### **Drop In Ping Pong/ Table Tennis**

A new Drop in Ping Pong/ Table Tennis program was offered on Mondays and Wednesdays for the month of April. Two tables were set up in the MSC Pool Lobby for players to play Table Tennis. Drop in players paid \$4/ session to participate in the program. The Ping Pong tables are now set up in the drop zone and continue to be a popular favourite.

### **Muskrat Jamboree**

The Muskrat Jamboree took place in the Roy Ipana Memorial Arena April 8-10<sup>th</sup>. Extra Wi-fi was set up for the Committee to live stream their events. This was appreciated by many people around town and beyond that were able to watch and listen to the activities.

### **Arena**

The Roy Ipana Memorial Arena closed for the season on April 2, 2022. This season there were several challenges with Covid lockdowns. Cancellations were common, although, user groups did their best to keep everyone on the ice as much as they could. It was great to have the Annual Gwich'in Cup and the IRC Cup to close out the season.

Old advertising, including companies that are no longer in business were taken down from the rink walls to make space for new advertising. Interest for new advertising is being sourced and will be installed before the 2022/23 season. A new speaker was also installed to replace the aging equipment. A major up grade that will be appreciated.

### **Drop Zone**

The Drop was opened April 29<sup>th</sup>. Drop zone is always a popular area for youth. There are several stations for cooperative games. Mini golf, table tennis, floor curling, bowling, and air hockey. There is also a section of the Drop Zone set up with tables and chairs for parties to have food. The Drop Zone will shut down for the Arctic Development Expo in June and the Great Northern Arts Festival in July. This year the Drop Zone has extended hours for afterschool, 3:30 – 5:30 pm and evening drop in from 6:30- 8:30 p.m. With Covid restrictions lifted the Drop Zone Birthday Party rentals have resumed and are quite popular.

### **Play Zone**

With Covid restrictions lifted, we have re-opened the Play Zone (Treehouse) area. We have established set times for drop-in attendance as well as party rentals so that timely cleaning can be done between uses. Play Zone Birthday Party rentals are also very popular with numerous bookings for the upcoming months.

### **Fitness Centre**

The MSC fitness Centre continues to operate with out any restrictions for members. During COVID 19 some equipment was removed to allow for social distancing, most of this fitness equipment is now back in the centre. To ensure the privacy of gym users, members have been reminded to refrain from using their cameras to capture videos or pictures while in the Fitness Centre area.

## **LIBRARY SERVICES REPORT**

### **Programs**

Reading Rascals operated for three sessions in April with a total of 17 people in attendance.

Books in the Home started up again at the end of April for one session with 4 people in attendance.

The Egg-speriments with Aurora College/Aurora Research program held on Thursday, April 14<sup>th</sup> saw 7 youth participate.

The Vision Board Workshop had 2 participants and the Youth Book Club has started with a sole participant. Additional advertising and speaking with the youth coming to the library will hopefully help to gain interest in the Book Club.

### National Poetry Month – Creative Writing Contest

We had three submissions for this contest, each winning the prize in their respective category.

BAMBI AMOS

Sense of home

Comforts of the heart

There are five of them

Hear the birds

Taste the organic

Smell the elements

Feel the love

See all the beauty

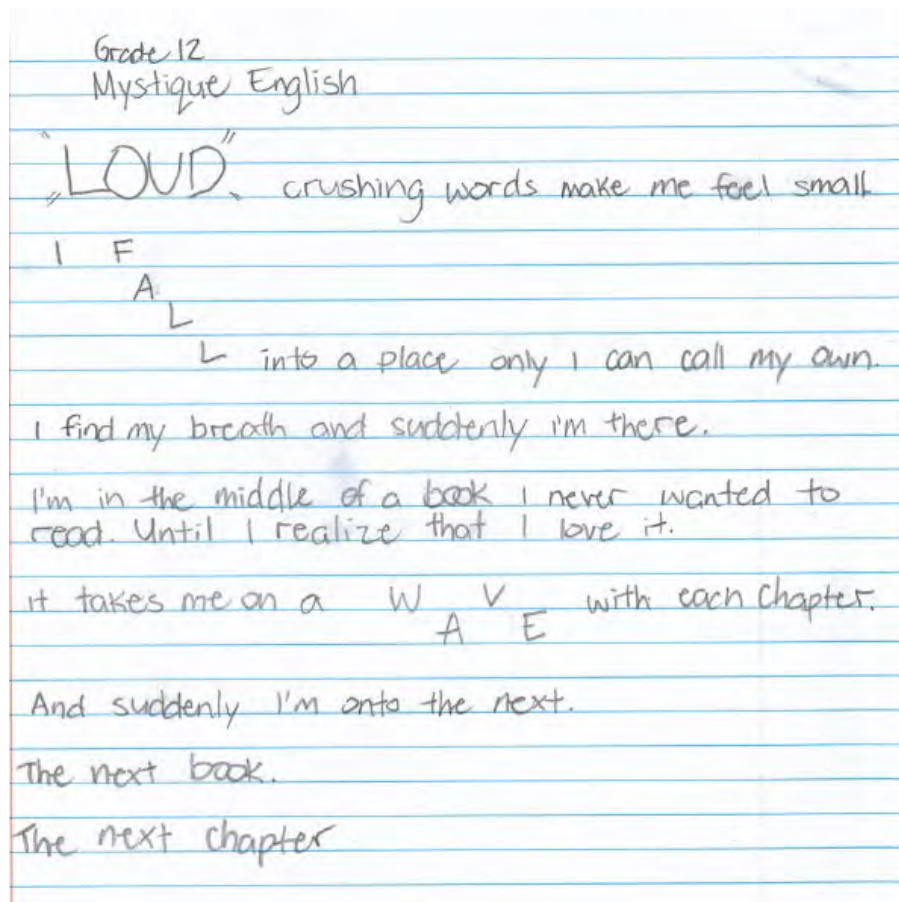
Be who you truly are, no questions asked

Values all in tow, yet set as superior

Hints of each bring memories

They bring mindfulness, truth, passion

This is no place but a sense, a feeling and a who







Nov 30, 2021  
Application No. 5141

## Application for Single Year 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. 5141 was submitted by:

Mr Nolan Rainville  
Po Box 2514  
Duck Lake Road  
Apartment #4  
Phone: 7052973384  
Email: [nolanrain@gmail.com](mailto:nolanrain@gmail.com)

to conduct the following study:  
COVID-19 and the impacts on Northern Houselessness

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](mailto:licence@nwtresearch.com).

Sincerely,

Niccole Hammer  
Manager, Scientific Services



## Application #5141

### COVID-19 and the impacts on Northern Houselessness

Year: 2022 Length Of Project: Year 1 of 1

Inuvialuit Settlement Region, Gwich'in Settlement Area

Social Sciences

#### Principal Investigator:

Mr Nolan Henry Rainville  
Memorial University of Newfoundland  
Po Box 2514  
Duck Lake Road  
Apartment #4  
Inuvik, NT  
X0E 0T0, Canada  
Phone: 7052973384  
Email: nolanrain@gmail.com

#### Primary Contact Information:

Same as Principal Investigator

#### Research Supervisor Information:

Dr Julia Christensen  
P.O. Box 4200  
St John's, NL  
A1C 5S7, Canada  
Phone: 709-864-7448  
Email: jchristensen@mun.ca

#### Emergency Contact Information:

Same as Principal Investigator

#### Team Members:

#### Research Locations

Description for where research will be carried out:

Communities:

Inuvik

## Project Description

### Dates of Research Activity:

Start Date: Jun 20, 2022 -- End Date: Oct 17, 2022

### Objective:

The Purpose of this research project is to learn how the pandemic has shed new light on already existing gaps surrounding houselessness programing, support, and housing availability within the Town of Inuvik. The objective of this project is to capture and record the stories of people experiencing houselessness in Inuvik during the COVID-19 pandemic. Their accounts of this past year during the pandemic can play a vital role in making changes to houselessness policy and programing within the town of Inuvik and other respected communities of the area. Not only will their stories be captured to understand how this past year has been, but this project will explore how the pandemic has had shed new light on already exiting challenges for northern homelessness and housing insecurity and how these challenges are being addressed through existing and future proposed federal and territorial funding and programming.

### Rationale:

I moved to Inuvik in January 2021, and during this time I was still designing and developing my research topic/proposal. Upon arrival to Inuvik I was struck by the number of people experiencing houselessness. This profound impact had peaked my interest and I began to think how the COVID-19 pandemic had affected people experiencing houselessness in the North. Research around COVID-19 and homelessness in the early stages of the pandemic had been conducted, but primarily in the geographical Canadian South. There had been little research conducted around Northern Arctic homelessness and COVID-19. The research project that I am proposing will add to this research gap and provide valuable knowledge and insight to the topic of COVID-19 and houselessness.

### Methodology:

Methods this research will employ involve ethnographic research methods, including semi-structured interviews and focus groups, and archival research. Semi-structured interviews are widely used in qualitative research. The approach allows for an openness and flow in conversation that can yield more fruitful responses than structured interviews in that they allow respondents to freely express information that, in their own experiences, is understood to be important. Semi-structured interviews have been chosen for data collection because they make use of a flexible interview guide as opposed to a strict set of questions or a completely open-ended interview. This allows participants to have greater control over the direction and depth of the interview, while still allowing the researcher to address a set of topics that are important for answering the research questions. The main study tool will be the set of interview questions I have prepared. Interviews will take place at a variety of locations that are most convenient for the participant – this could be at their office, at their place of work, or at spaces provided through the warming shelter/housing shelter. The purpose of these interviews is to help understand the context and issues associated with COVID-19 and houselessness in the North. Interviews will be analyzed using thematic coding in order to evaluate the emergent themes articulated by the interviewees. Interviews will be audio recorded, with the consent of the participants. The researcher will transcribe interviews for the purposes of analysis. The location and methods used for interviews will depend on the person being interviewed and their location, needs and schedule. Participants for interviews and focus groups will be contacted for scheduling, and at this time it will be asked if a translator is required. If so, a community member will participate in the capacity of a translator. Interviews will be recorded through the researchers note taking and, if the participant gives signed consent, with an audio recording device. Written notes will be kept in a locked drawer in the researcher's personal office and audio recordings will be transcribed onto the researcher's personal password protected computer and then removed from the recording device.

### Communication Plan:

I plan to stay in touch with all participants during all stages of the research project. All participants (if possible) will be contacted via, phone, email, video conferencing, and when safe, in person meetings. Some participants will not have any modes of communication because of their economic and social situations of being

houseless.

### Travel Arrangements:

I live in the community of Inuvik and will not need to travel to conduct my research.

---

## Ethics

Will you be interviewing or surveying NWT residents?

Yes

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

Interdisciplinary Committee on Ethics in Human Research (ICEHR)

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

May 23, 2022

How will you maintain participant confidentiality in your research?

Identifying characteristics (name, birth date, descriptions of physical appearances, etc.) will not be recorded. Participants will be asked for consent to have their name and position within their organization/company recorded and potentially included in publications, but all interview participants will be given the opportunity to participate anonymously if they choose, and the limits of anonymity will be thoroughly explained to participants before they provide consent. Once interviews are transcribed, participants will be sent a copy of the transcript and given the opportunity to redact any indirectly identifiable information. The names of participants at events will not be recorded.

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

The PI and their supervisors will have access to typed transcripts of the audio files in Word format. These files will be anonymized. Audio files will be kept on a secure computer of the PI. Recordings will immediately be downloaded onto my computer and transcribed and removed from the audio recording device. Dr. Julia Christensen, and Dr. Dean Bavington will also have access to the transcribed interviews.

The electronic data will be stored on my personal computer, which is both locked and encrypted. Any hard copies of transcribed interviews or notes will be stored in my supervisor's secure office for 5 years.

After 5 years, electronic data will be wiped from my computer and any hard copies of transcribed interviews or notes will be destroyed.

---

## Supporting Information

### Potential Adverse Impacts:

Participants may potentially encounter social risks because of their involvement with the research project. There also can potentially be psychological and emotional risks with people who are houseless and have experiences of houselessness during the interview process.

### Adverse Impact Mitigation:

To eliminate this social risk, participants will be anonymous, no personal information or indicators will be present in the final thesis, and all interviews will be held in a space or environment where privacy and security can be achieved. To mitigate psychological and emotional risks a trained counselor will be present during the interview process.

### Emergency Response Plan

The COVID-19 and the impacts on Northern Houselessness research project will be conducted during this

pandemic and to be compliant, contact information of the participants will be recorded for contact tracing purposes, and all NWT public health guidelines pertaining to COVID-19 will be followed during the research phase of the project.

---

## **Distribution**

Inuvialuit Regional Corporation  
Inuvik Community Corporation  
Town of Inuvik  
Nihtat Gwich'in Council  
Inuvialuit Joint Secretariat  
Gwich'in Renewable Resources Board  
Gwich'in Tribal Council

---



Nov 30, 2021  
Application No. 5141

## Scientific Research Licence Comment Form

Town of Inuvik

### Project Details

COVID-19 and the impacts on Northern Houselessness

Submitted by: Mr Nolan Rainville

Length of Project: 1 year(s)

### Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5141 :

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

☐

Signature of Town of Inuvik official

PRINT NAME

*Grant Head*

SIGNATURE

*[Signature]*

DATE

*May 17, 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

Nov 30, 2021  
 Application No. 5141

### Scientific Research Licence Comment Form

Town of Inuvik

#### Project Details

COVID-19 and the impacts on Northern Houselessness  
 Submitted by: Mr Nolan Rainville  
 Length of Project: 1 year(s)

#### Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5141:

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

Signature of Town of Inuvik official

PRINT NAME

SIGNATURE

DATE

Grant Head

*[Signature]*

May 7, 2022

Page 6 | 6 Rainville, Nolan Application No. 5141

No.	Job	Remote Station	Start Date & Time	Duration	Pages	Protocol	Contents	Status
1	7402 ARI		5-17; 5:34 PM	27 Secs	1/1	Super G3		Completed



May 06, 2022  
Application No. 5309

## Application for Single Year 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. 5309 was submitted by:

Mr. Pascal Lupien  
1812 Sir Isaac Brock Way

Phone: 905 688 5550 x3478  
Email: [plupien@brocku.ca](mailto:plupien@brocku.ca)

to conduct the following study:  
Indigenous Women, Gender Diverse People and Information and Communication Technologies

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](mailto:licence@nwtresearch.com).

Sincerely,

Nicole Hammer  
Manager, Scientific Services





## Application #5309

### Indigenous Women, Gender Diverse People and Information and Communication Technologies

Year: 2022      Length Of Project: Year 1 of 1

Inuvialuit Settlement Region, Gwich'in Settlement Area, North Slave Region

Social Sciences

#### Principal Investigator:

Mr. Pascal Lupien  
Brock University  
1812 Sir Isaac Brock Way  
St. Catharines, ON  
L2S 3A1, Canada  
Phone: 905 688 5550 x3478  
Email: [plupien@brocku.ca](mailto:plupien@brocku.ca)

#### Primary Contact Information:

Miss Nicole Marie Schafenacker  
Box 2209 Marsh Lake  
Marsh Lake, YT  
Y0B 1Y2, Canada  
Phone: 5878795944  
Email: [nicole.schafenacker@gmail.com](mailto:nicole.schafenacker@gmail.com)

#### Research Supervisor Information:

Same as Principal Investigator

#### Emergency Contact Information:

Same as Principal Investigator

#### Team Members:

Adriana Rincon, Carrie Demmans-Epp, Gisele Arevalo,

#### Research Locations

Description for where research will be carried out:

#### Communities:

Inuvik, Yellowknife

## Project Description

### Dates of Research Activity:

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

### Objective:

#### Overall Objectives

The goal of this project is to conduct research working directly with Indigenous women and gender-diverse people in Latin America and northern Canada/Turtle Island to research, develop and implement digital solutions that will give them more power both within and outside of their communities. The objectives of this project are to:

- Create a North-South community of resilient and empowered Indigenous women and gender-diverse people, along with academics and students, research institutes, organizations, Elders and specialists, to identify solutions that draw on ICTs for the purpose of meeting the women and gender-diverse people's identified needs.
- Support research, led by Indigenous women and gender-diverse people and drawing on their ways of knowing and being, to co-develop and recommend digital strategies and solutions to needs and challenges that prevent marginalized Indigenous women and gender-diverse people from being heard and exercising agency. Based on an initial consultation with women's groups, we are likely to focus on digital strategies and tools that support women and gender-diverse people's efforts in two areas. These are:
  - 1) Development of leadership skills and political/social engagement to allow women and gender-diverse people more power, agency and autonomy within and outside of their communities.
  - 2) Visibilization and documentation of violence (internal and external) against Indigenous women and gender-diverse people. The documentation of gender violence, and specifically feminicide, is a central concern of the activist work of Indigenous human rights defenders. Several collectives of Indigenous women and gender-diverse people in the Americas have identified the need to generate information - quantitative and qualitative - that accounts for the state of alarm and seriousness of gender violence from the perspective of the Indigenous women's organizations themselves. In this vein, we propose exploring the ways that digital media may be able to support women and gender-diverse people's efforts to document gender violence and make it visible. The documentation of violence against Indigenous women and gender-diverse people is a task that requires the application of both quantitative and qualitative methodologies. On the one hand, the implementation of quantitative methods in the measurement of gender violence must be sensitive to the construction of indicators and statistical data that reflect the ethnicity and race of the victims. On the other hand, qualitative methodologies are required to ensure an understanding of the contexts (including ethnographic) surrounding everyday and micro-violence.
- Connect Indigenous women's organizations seeking to enhance their ability to use ICTs effectively with each other and with allied experts who can support them in these endeavours.
- Hire, train, and provide experience to Indigenous women and gender-diverse at the collaborating institutions and in communities to work on these solutions.
- Integrate and support sharing of experiences and stories between Indigenous women and gender-diverse people. Facilitate the flow of knowledge, experiences and know-how from South to North, North to South and South to South. Women and gender-diverse people sharing and working with each other across boundaries will support their efforts to empower their communities and assert agency.

#### Specific Objectives for Engaging a Community in NWT

We have been working with an advisory council of women and gender-diverse people based in the Yukon since we began this phase of the project in 2021. We are eager to add voices from the NWT as several of our participants have encouraged engaging Western Arctic Youth Collective in this work. We have been in conversation with Western Arctic Youth Collective and they have agreed to partner with us and host a community conversation in Inuvik once we receive our research license.

To provide further context about this research so far, our advisory council identified the priority areas that digital technologies could support for women and gender-diverse people in the north as being: health & wellness, community safety, and economic independence. These are important areas of political engagement

and decision-making. These are also areas that Western Arctic Youth Collective engage in their work. As a side note, this work aligns with the strategies identified in Changing the Story to Upholding Dignity and Justice: Yukon's MMIWG2S+ Strategy.

Specific objectives will be determined through the community conversations. For instance, based on feedback from our focus groups (we have been describing these as "community conversations") in communities within the Yukon, the women and gender-diverse people we have engaged are interested in creating a workshop series specifically focused on skill-building for digital technologies. These could include workshops on skills such as: developing a personal podcast or website, support for developing an online business (such as an Etsy page to sell jewelry), graphic design skills for online marketing etc). These skills would support Indigenous women and gender diverse people in further creating health, wellness, safety and economic independence for themselves and their communities.

In short, we are applying for a research license in NWT is to host a community conversation in Inuvik in partnership with the local Indigenous women led organization Western Arctic Youth Collective. Based on the feedback received by participants in this community conversation (ie. focus group) we will offer a series of workshops to foster digital skill building in a way that further supports Indigenous women and gender-diverse people's financial independence in Inuvik. This will be further described in the methodology section below.

### Rationale:

There remains a significant gap in our knowledge with respect to Indigenous women and gender-diverse people who work within the often male-dominated structures surrounding the use of information and communication technologies (ICTs) for civil and political engagement. What are the specific needs of Indigenous women and gender-diverse people when it comes to using ICTs for these purposes? How can ICTs better support these needs? In what ways can they shift the balance of power toward women and gender-diverse people? The overall goal of this project is to support Indigenous women and gender-diverse people in Latin America and northern Canada/Turtle Island with developing ICT solutions that will allow them to claim justice, demand recognition of their human rights, and exercise agency both within and outside of their communities.

During an initial consultation coordinated by the PI, Indigenous women's groups identified two priorities centered around this goal, using technologies for: the development of leadership skills and political/social engagement, and visibilization/denunciation of violence (internal and external) against Indigenous women and gender-diverse people. The direction we take will ultimately depend on the women, however.

The objectives of the project include: supporting research led by Indigenous women and gender-diverse people and drawing on their ways of knowing and being, with an aim to develop and recommend ICT solutions to needs and challenges that prevent them from exercising agency and being heard; connecting Indigenous women's organizations with each other and with allied individuals who can support them in these endeavours; hiring, training, and providing experience to Indigenous women to work on these solutions; and facilitating the flow of knowledge, experiences and stories from South to North, North to South and South to South.

Our project proposes a distributed leadership in a community space approach in which Indigenous women and gender-diverse people and their ways of knowing, being and doing will be at the centre of all research activities. Solutions will be developed through a community-based technology development model, as opposed the more common top-down technology transfer approach. We will also create an ongoing, connected and resilient community of Indigenous women across boundaries (natural and settler-imposed) that will allow women and gender-diverse people to continue to share their experiences after the project is complete. This approach will ensure that outcomes are meaningful to and will support Indigenous women and gender-diverse people.

Please note that the above described research has been underway in Latin America since 2020 and with communities in the Yukon since 2021 (with ethics clearance and appropriate licenses in all locations). We are hoping to engage Indigenous women and gender-diverse in the NWT so that the project engages and benefits as many women and gender-diverse people in the north as possible.

## Methodology:

The project adopts a community-based participatory research (CBPR) approach to ensure that the perspectives of the communities are incorporated into the research design. To this end, as mentioned we have created an advisory council with women and gender-diverse people in communities across Yukon that meets quarterly. Again, we are eager to add voices from the NWT.

Our advisory council plays a key role in determining the methods and approaches for engaging the community in this project to ensure the project goals and approaches come from the community, and that the benefits of the project remain in the community. We use a collective decision-making model with our advisory council at every major step of the project (such as determining research priorities and appropriate methods).

Our methods for engaging participants are one-on-one interviews and focus groups. We have been referring to the focus groups as "community conversations". When it is not possible to gather individuals together we have been using one-on-one interviews in person or virtually instead.

Since this research began we have held a series of community conversations with communities in the Yukon (as well as in our other two sites in Latin America: Bolivia and Ecuador). We wish to engage women and gender-diverse people in Inuvik in a community conversation and the subsequent workshop series that will follow based on feedback gathered from the community conversation.

The community conversations in the Yukon have been co-facilitated with our project liaison, an Indigenous woman from the Carcross/Tagish FN and our project co-ordinator. We have been in conversation with the organization Western Arctic Youth Collective, based in Inuvik, who have agreed to partner with us and host a community conversation in Inuvik once we receive our research license.

Following the community conversation I will transcribe the feedback from participants. With support from the research team we will develop an offering on a specific ICTs skill-training opportunity or other development (such as a specialized platform) that people identify as wanting to engage. This could look like a workshop series on specific digital skills (as in the case of communities in the Yukon).

I, the research co-ordinator, have completed the online course "The Fundamentals of OCAP (Ownership, Control, Access and Possession)®" through the First Nations Information Governance Centre (FNIGC) and Algonquin College about appropriate research protocols while working with Indigenous communities.

## Communication Plan:

A representative from the Western Arctic Youth Collective will join our advisory council once we are granted our license. We will work with leadership in Western Arctic Youth Collective to determine the best way of carrying the community conversation (ie. the structure of the event, activities for engaging creative brainstorming and appropriate honorariums for participants' time, etc).

We will engage the Inuvialuit Regional Corporation and the Gwich'in Tribal Council through a virtual presentation on the project and followed by a conversation about specific protocols that should be observed during the community conversation.

We will continue to communicate with the Inuvialuit Regional Corporation and the Gwich'in Tribal Council at every major step of the project including the training and skill-building phase in the fall, and the management of data throughout the project and following its completion.

We will also continue to engage our advisory council in collective decision making at each major step of the project.

## Travel Arrangements:

As the research co-ordinator I will travel from Whitehorse-Inuvik with Air North when we are approved for the research license for a community conversation hosted by Western Arctic Youth Collective. Our project liaison will co-facilitate this conversation with me virtually from Whitehorse.

If desired by the community, in the fall 2022 (ideally October) I will travel from Whitehorse-Inuvik again to help facilitate the workshop series on digital technology skill building or help implement another ICT digital solution such as a platform (based on ideas generated during the community conversation). The specifics for this section of the research determined based on the ideas identified in the community conversation.

---

## Ethics

**Will you be interviewing or surveying NWT residents?**

Yes

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

Brock Research Ethics Board

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

Nov 01, 2021

**How will you maintain participant confidentiality in your research?**

Participants will be asked at the beginning of the interview or community conversation (ie. focus group) process if they wish their identity to remain confidential (there is an option on the consent form).

Transcripts of interviews will be coded and codes (with identifying information) will be maintained on a separate master list on a different platform. Once the data analysis is complete, names will be erased from the master list (the column with this information will be deleted) for all participants who wish to remain confidential.

Data from this research may be used to write academic articles for publication and reports to inform Indigenous organizations. Participant names and any other identifying information will not be referred to in any publications resulting from this research.

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

I will prepare a very detailed written transcript immediately following each interview or focus group, or as soon as possible afterward. The transcripts are kept in a personal Brock Google Drive account. Each interview transcript will use a coding system. The interviewee's name will not appear on the transcript itself, each interview will be identified using a code. The codes and identifying information will be on a separate document kept on my Brock workspace drive (thus in a separate location from the secure Google Drive site on which I will store the transcripts).

Only the researcher will have access to any of the data collected. All data collected will be destroyed following completion of research project.

I will prepare a very detailed written transcript immediately following each interview or focus group, or as soon as possible afterward. The transcripts are kept in a personal Brock Google Drive account. Each interview transcript will use a coding system. The interviewee's name will not appear on the transcript itself, each interview will be identified using a code. The codes and identifying information will be on a separate document kept on my Brock workspace drive (thus in a separate location from the secure Google Drive site on which I will store the transcripts).

Only the researcher will have access to any of the data collected. All data collected will be destroyed following completion of research project.

---

## Supporting Information

## Potential Adverse Impacts:

There is always a potential social risk to privacy when information is collected through interviews; all interview transcripts will be protected through various means described above. There is a chance participants may feel discomfort from the questions asked.

## Adverse Impact Mitigation:

If any of the participants experience discomfort during the interview or focus group the researcher will immediately offer to move onto the next question or to conclude the interview. Participants may withdraw from the project at any time, and if they request it, any information we have gathered through the interview process from them will be destroyed.

## Emergency Response Plan

In an emergency the researcher will assist the participant in accessing appropriate mental health supports through the Inuvik Regional Hospital in the event they are distressed.

## Tags:

gender-based violence; decolonization; digital solutions;

---

## Distribution

Inuvialuit Regional Corporation  
Inuvik Community Corporation  
Inuvik Métis Local #62  
Town of Inuvik  
GTC Department of Cultural Heritage  
Nihtat Gwich'in Council  
North Slave Métis Alliance  
Akaitcho Territory Government  
Yellowknives Dene First Nation  
City of Yellowknife  
Gwich'in Land Use Planning Board  
Northwest Territory Métis Nation  
Wek'èezhii Renewable Resources Board  
Inuvialuit Joint Secretariat

---



May 06, 2022  
Application No. 5309

## Scientific Research Licence Comment Form

Town of Inuvik

### Project Details

Indigenous Women, Gender Diverse People and Information and Communication Technologies

Submitted by: Mr. Pascal Lupien

Length of Project: 1 year(s)

### Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5309 :

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



Signature of Town of Inuvik official

PRINT NAME

*Grant Head*

SIGNATURE

*[Signature]*

DATE

*May 17, 2022*

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

www.aurora-research.com

May 06, 2022  
 Application No. 5309

### Scientific Research Licence Comment Form

Town of Inuvik

#### Project Details

Indigenous Women, Gender Diverse People and Information and Communication Technologies  
 Submitted by: Mr. Pascal Lupien  
 Length of Project: 1 year(s)

#### Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5309.

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



Signature of Town of Inuvik official

PRINT NAME

SIGNATURE

DATE

Grant Head

May 17, 2022

Page 8 | 8 Lupien, Pascal Application No. 5309

No.	Job	Remote Station	Start Date & Time	Duration	Pages	Protocol	Contents	Status
1	7401 ARI		5-17; 5:34 PM	17 Secs	1/1	Super G3		Completed



## NWT Scientific Research Licence # 17000 Issued

---

Please be advised that the NWT Scientific Research Licence has been issued to Alison Perrin for the project entitled: Examining research policy and practice in Canada's North to support evidence-based decision-making. 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



May 10, 2022

## Notification of Research

I would like to inform you that Northwest Territories Scientific Research Licence No. 17000 has been issued to:

Alison Perrin  
Carleton University  
PO Box 10307  
Whitehorse, YT  
Y1A 7A1, Canada  
Phone: (867)332-7136  
Email: alison.perrin@carleton.ca

to conduct the following study:

**Examining research policy and practice in Canada's North to support evidence-based decision-making (5182)**

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.5182.

The goal of this research is to understand the ways in which decisions are made about research in the Canadian North, how the practice of research aligns with northern and Indigenous research priorities and principles, and how research is impacting decision-making in northern and Indigenous governments and organizations. Through an examination of current and past research experiences, the principal investigator (PI) will investigate how the policies that guide research in the North support or limit northern leadership of research and the alignment of research practice with northern priorities and knowledge needs.

This research approach includes: 1) An analysis and regional comparison of northern research policy and guidance documents; 2) An analysis and regional comparison of research trends based on the licensing databases from the Northwest Territories (NWT), Nunavut, and Yukon using qualitative methods (content analysis) and quantitative methods (descriptive statistics); and 3) Interviews with northern community researchers and academic researchers working in the Northwest Territories, Nunavut, and Yukon

The PI met with a variety of NWT stakeholders in developing the project. Once the PI have approval to conduct research the PI will be reporting back to those stakeholders with a project update. The PI

have contacted several northern advisors from all three territories who have provided advice identifying potential participants and on communicating with northern stakeholders. The PI will be communicating with participants to review transcripts, quotes, a summary, and any audio-visual materials before publishing results. The PI will share final results in a PhD thesis, journal articles, conference presentations, a summary report, an NWT-specific report for NWT stakeholders, research highlights for NWT communities (e.g. posters, pamphlets), and possible public products include podcasts, web-based videos, and a book.

The fieldwork for this study will be conducted from May 10, 2022 to December 31, 2022

Sincerely,

---

Niccole Hammer  
Manager, Scientific Services

#### Distribution

Inuvialuit Regional Corporation  
Town of Inuvik  
Nihtat Gwich'in Council  
Aklavik Community Corporation  
Gwich'in Renewable Resources Board  
Hamlet of Aklavik  
Hamlet of Paulatuk  
Hamlet of Tuktoyaktuk  
Paulatuk Community Corporation  
Tetlit Gwich'in Council  
Tsiigehtchic Charter Community Gwichya  
Gwich'in Band  
Ulukhaktok Community Corporation

Inuvik Community Corporation  
GTC Department of Cultural Heritage  
Inuvialuit Joint Secretariat  
Ehdiitat Gwich'in Council  
Gwich'in Tribal Council  
Hamlet of Fort McPherson  
Hamlet of Sachs Harbour  
Hamlet of Ulukhaktok  
Sachs Harbour Community Corporation  
Tsiigehtchic Charter Community Council  
Tuktoyaktuk Community Corporation  
Sahtu Renewable Resources Board

## NWT Scientific Research Licence # 17044 Issued

---

Please be advised that the NWT Scientific Research Licence has been issued to Ms. Reyna Marie Uriarte for the project entitled: Cannabis in Our Communities: A Focus on Youth and Maternal Health and Well-Being. 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



May 19, 2022

## Notification of Research

I would like to inform you that Northwest Territories Scientific Research Licence No. 17044 has been issued to:

Ms. Reyna Marie Uriarte  
Pauktuutit Inuit Women of Canada  
1 Nicholas Street, Suite 520,  
Ottawa, ON  
K1N7B7, Canada  
Phone: 6138507396  
Email: [ruriarte@pauktuutit.ca](mailto:ruriarte@pauktuutit.ca)

to conduct the following study:

**Cannabis in Our Communities: A Focus on Youth and Maternal Health and Well-Being (5239)**

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.5239.

The objectives of this project are to determine the knowledge, attitudes and behaviours (KAB) of Inuit youth and new or expecting parents in Inuvialuit Settlement Region toward cannabis use. The team also plan to share cannabis harm reduction tools and information and assess their effectiveness and determine persisting gaps in cannabis related information or services.

Nationally available online survey open to Inuit youth or parents on KAB toward cannabis use. This will target all regions of Inuit Nunangat and Inuit in urban cities. Hold two focus groups in one community in each region of Inuit Nunangat and select urban centres. One focus group with youth and one focus group with new or expecting parents. For this license and this region the research team hope to hold engagements in Yellowknife and Inuvik, NWT. The team would like to share an Inuit specific cannabis harm reduction toolkit with participants during engagements to increase knowledge of how to reduce possible harms of cannabis use. The team also plan to engage with participants on if their knowledge about cannabis and reducing harms increased, and what is still missing from cannabis related information and services. The team will compile information from all engagements with Inuit across Canada to get a picture of Inuit perceptions toward cannabis use in their communities and determine the impact of existing cannabis harm reduction information and toolkits.

The Director of Health and Wellness at the Inuvialuit Regional Corporation (IRC) is aware and supportive of the project. The research team plan to be in continual contact with the team at the IRC Wellness Division. They are aware and supportive of the plans and will likely assist in planning and promoting the engagements. The team are also in contact with the Director of Yellowknifemiut Inuit Kattujiqatigiit who will be fully aware of all travel and engagement plans and likely assist in promoting and identifying potential participants. The team will make the anonymized data available to both the IRC Health and Wellness department and Yellowknifemiut Inuit Kattujiqatigiit. Pauktuutit often uses community Facebook groups to promote engagements in communities which the team will likely post to promote the engagement in Inuvik. The team are open to adapting the communication plan as deemed fit by research and license and ethics boards.

The fieldwork for this study will be conducted from May 25, 2022 to December 31, 2022

Sincerely,

---

Niccole Hammer  
Manager, Scientific Services

#### Distribution

Inuvialuit Regional Corporation  
Hamlet of Ulukhaktok  
Hamlet of Paulatuk  
Hamlet of Tuktoyaktuk  
Aklavik Community Corporation  
Paulatuk Community Corporation  
Tuktoyaktuk Community Corporation

Hamlet of Aklavik  
Town of Inuvik  
Hamlet of Sachs Harbour  
Inuvialuit Joint Secretariat  
Inuvik Community Corporation  
Sachs Harbour Community Corporation  
Ulukhaktok Community Corporation