

AGENDA
TOWN OF INUVIK ~ COMMITTEE OF THE WHOLE AND REGULAR COUNCIL MEETINGS
TO BE HELD ON AUGUST 8 AND 10, 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**

4.1 Children's First Society Presentation

Item # 5 **PUBLIC QUESTION PERIOD**

Item # 6 **ADOPTION OF THE MINUTES**

6.1 Minutes of the July 11 and 13, 2022 Council Meetings

Minutes attached. Requires motion to approve.

6.2 Minutes of the July 20, 2022 Special Council Meeting

Minutes attached. Requires motion to approve.

Item # 7 **ACTION ITEMS**

7.1 Action Items List

Document attached.

Item # 8 **NEW BUSINESS**

8.1 RFCD 2022-SAO-072 ~ By Election date set

Document attached. Requires motion to approve.

8.2 RFCD 2022-SAO-073 ~ Appointment of Returning Officer

Document attached. Requires motion to approve.

8.3 RFCD 2022-SAO-074~ Easement to ATV By-law

Document attached. Requires motion to approve.

8.4 RFCD2022-SAO-075~Award of Breynat St and Kingmingya Rd Improvements Tender

Document attached. Requires motion to approve.

Item # 9 **BY-LAWS**

9.1 RFCD 2022-SAO-071 ~ By-law 2695/LND/22

By-law attached. Requires THIRD AND FINAL READING.

Item # 10 **DEPARTMENT HEAD REPORTS**

10.1 Capital Projects Report

Report attached. Requires motion to adopt.

10.2 Financial Results to June 30th

Report attached. Requires motion to adopt.

10.3 Community Services Report

Report attached. Requires motion to adopt.

Item # 11 **INFORMATION ITEMS**

11.1 Strategic Priorities Chart

Document attached. For information only.

11.2 Aurora Research Institute ~ Various Research Projects

Document attached. For information only.

Item # 12 **COUNCIL CONCERNS**

Item #13 **IN CAMERA ITEMS**

Item # 14 **ADJOURNMENT**

MINUTES
TOWN OF INUVIK ~ COMMITTEE OF THE WHOLE AND REGULAR COUNCIL MEETINGS
TO BE HELD ON JULY 11 AND 13, 2022
AT 7:00 P.M. IN COUNCIL CHAMBERS

Present:	Monday	Wednesday
Mayor:	Clarence Wood	Clarence Wood
Deputy Mayor:	Natasha Kulikowski	
Councillors:	Grant Gowans	Grant Gowans
	Kurt Wainman	Kurt Wainman

Absent: Councillor Alana Mero (with Notice both meetings)
Councillor Tony Devlin (with Notice both meetings)
Councillor Jesse Harder

Staff Present: Grant Hood, Senior Administrative Officer
Jackie Challis, Director of Economic Development and Tourism
Rick Campbell, Director of Public Services
Lise Saumur, Director Community Services
Bill Mann, Library Services Manager

Others Present: Corporal Main - RCMP

Item # 1 CALL TO ORDER

Mayor Wood called the Committee of the Whole Meeting to order at 7:00 PM

Mayor Wood called the Regular Council Meeting to order at 7:00 PM. He noted that there was not enough present for a quorum

Due to a lack of quorum and per the Council proceedings by-law Mayor Wood declared the Regular Council Meeting cancelled at 7:15 PM and a special Council Meeting would be held on Wednesday July 20, 2022 to attend to the business scheduled for the July 13 Regular Council Meeting

Item # 2 ADOPTION OF THE AGENDA

Item # 3 DECLARATION OF CONFLICT OF INTEREST OR PECUNIARY INTEREST

On Monday there were no declarations

Item # 4 DELEGATIONS, PRESENTATIONS OR PETITIONS

4.1 RCMP Report

Corporal Main presented the monthly RCMP report to the Committee of the Whole. Council noted the added presence of the RCMP on the water. Also it was commented on the number of persons driving around Town on ATV's without helmets.

Item # 5 PUBLIC QUESTION PERIOD

Item # 6 ADOPTION OF THE MINUTES

6.1 Minutes of the June 20 and 22, 2022 Council Meetings

6.2 Minutes of the June 27, 2022 Special Council Meeting

Item # 7 ACTION ITEMS

7.1 Action Items List

Council noted the document on Monday

Item # 8 NEW BUSINESS

8.1 RFCD 2022-SAO-068 ~ Request from Inuvik Food Bank

It was noted that representatives from the Food Bank were unable to attend the Committee of the Whole but would be present for the Regular Council Meeting. SAO Hood did clarify that following discussions with the Food Bank the maintenance items for the bathrooms and stairs would probably not have to be completed now. Thus, reducing the potential costs considerably.

Deputy Mayor Kulikowski noted that she would not like to see another boarded-up building in downtown as it was mentioned the Town could use it for storage. SAO Hood also noted that the land underneath the building had not been officially transferred to the Town from the GNWT when several transfers of buildings etc. took place many years ago.

8.2 Presentation of Summer Programming Schedule by Community Services

Director Saumur presented to Council a list of programming that the Community Services Department would be putting on this summer. There were no questions from Council.

Item # 9 BY-LAWS

Item # 10 DEPARTMENT HEAD REPORTS

10.1 Capital Projects Report
Item # 11 **INFORMATION ITEMS**

11.1 Strategic Priorities Chart

Document attached. For information only.

11.2 Aurora Research Institute ~ Various Research Projects

Document attached. For information only.

Item # 12 **COUNCIL CONCERNS**

Item #13 **IN CAMERA ITEMS**

Item # 14 **ADJOURNMENT**

The Committee of the Whole meeting adjourned at 7:27 p.m.

MINUTES
TOWN OF INUVIK ~ SPECIAL COUNCIL MEETING
HELD ON JULY 20, 2022
AT 7:00 P.M.

Present:

Mayor: Clarence Wood
 Deputy Mayor: Natasha Kulikowski
 Councillors: Tony Devlin
 Grant Gowans
 Jesse Harder

Absent: Councillor Alana Mero (with Notice)
 Councillor Kurt Wainman (without Notice)

Staff Present: Grant Hood, Senior Administrative Officer
 Jenna MacNeil, Council Administrator

Item # 1 **CALL TO ORDER**

Mayor Wood called the meeting to order at 6:59pm.

Item # 2 **ADOPTION OF THE AGENDA**

Moved by Deputy Mayor Kulikowski, seconded by Councillor Gowans

MOTION: 139/07/22 "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 **ADOPTION OF THE MINUTES**

4.1 Minutes of the June 20 and 22, 2022 Council Meetings

Moved by Councillor Harder, seconded by Councillor Devlin

MOTION: 140/07/22 “BE IT RESOLVED THAT Inuvik Town Council hereby adopts the minutes of the June 20 and 22, 2022 Council meetings as presented.”

Motion **CARRIED**.

4.2 Minutes of the June 27, 2022 Special Council Meeting

Moved by Councillor Harder, seconded by Councillor Devlin

MOTION: 141/07/22 “BE IT RESOLVED THAT Inuvik Town Council hereby adopts the minutes of the June 27, 2022 Council meeting as presented.”

Motion **CARRIED**.

Item # 5 **NEW BUSINESS**

5.1 RFCD 2022-SAO-069 ~ Request from Inuvik Food Bank

Moved by Councillor Gowans, seconded by Councillor Harder

Deputy Mayor Kulikowski suggested the Town change the lease to 1 year from 5 years to give the food bank time to seek additional funding and possibly a more suitable location.

MOTION: 142/07/22 “BE IT RESOLVED THAT Inuvik Town Council hereby approves of entering into a Town of Inuvik 1-year lease with the Inuvik Food Bank for the building located at 5 Berger Street for the sum of \$1.00.”

Motion **CARRIED**.

Item # 6 **BY-LAWS**

6.1 RFCD 2022-SAO-070 ~ Sale of Land By-law 2695/LND/22

Moved by Deputy Mayor Kulikowski, seconded by Councillor Devlin

MOTION: 143/07/22 “BE IT RESOLVED THAT Inuvik Town Council hereby **FIRST READING** to By-law #2695/LND/22, a by-law to dispose of real property by way of sale.

Motion **CARRIED**.

Moved by Deputy Mayor Deputy Mayor Kulikowski, seconded by Councillor Gowans

MOTION: 144/07/22 “BE IT RESOLVED THAT Inuvik Town Council hereby **SECOND READING** to By-law #2695/LND/22, a by-law to dispose of real property by way of sale.

Motion **CARRIED**.

Item # 7 **DEPARTMENT HEAD REPORTS**

7.1 Capital Projects Report

Moved by Councillor Gowans, seconded by Councillor Devlin

MOTION: 145/07/22 “BE IT RESOLVED THAT Inuvik Town Council hereby adopts the Capital Projects Report as presented.

Motion **CARRIED**.

Item # 8 **ADJOURNMENT**

Moved by Deputy Mayor Kulikowski

MOTION: 146/07/22 “BE IT RESOLVED THAT the regular Council meeting adjourn at 7:33 p.m.”

ACTION ITEMS

August 8 & 10, 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	Item scheduled for August 8 & 10 Council meetings
2.	Food Cycle Science Corporation	Discuss potential Town participation in 12-week Impact Canada Pilot Program	SAO Hood had discussion with group at FCM. It was decided to put project on hold until fall due to staffing issues
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 Dates: August 8 & 10, 2022

RFCD #: 2022-SAO-072

TOPIC

Filling Council Vacancies through a By-election

BACKGROUND

The Town of Inuvik Council currently has 2 vacancies. Under the Local Authorities Elections Act Section 47 states:

- (1) Where the office of a member of a local authority becomes vacant for any reason before the term of office expires, the local authority shall fill the vacancy at the next general election or before then by
 - a) appointing a person who is eligible as a candidate; or
 - b) holding a by-election.
- (2) For the purposes of appointing a new mayor under paragraph (1)(a), the municipal council shall appoint only a member of the municipal council as the mayor.
- (3) Subject to subsection (4), a person appointed under paragraph (1)(a) holds office until the date of the next general election.
- (4) Where the vacancy occurs after nominations have closed but before the general election, a person appointed under paragraph (1)(a) holds office until the date of the following general election.

Council had previously filled one of the vacancies through an appointment but due to circumstances that appointment resigned and since then Councillor Arey has resigned for family reasons at the time.

Given the length of time to the next date of a General Election it would seem unreasonable to leave the vacancies open at this time.

Should Council wish to have a by-election the following sections of the act would apply:

Section 12 - When a by-election is required, the local authority shall fix the election date

Section 47(5) - A person elected at a by-election holds office for the balance of the term of his or her predecessor.

Section 48 - The procedure at a by-election must follow, as closely as possible, the procedure at a general election.

The date for a by-election would then be set via a resolution. As noted the procedure for the by-election does not have to follow exactly all the regulations of the general election. This would primarily be for dates for nomination opening and closing, deadlines for proxy votes or posting of the voters list. It would be anticipated that these dates if applicable would be kept.

FINANCIAL IMPLICATIONS

Should Council decide to have a by-election there would be additional costs. Typically, this would be overtime costs for staff at the polling stations and if a second polling station were requested the cost of the facility rental which for the last election was \$1,200. Staff overtime costs would be approximately \$1,500 should an advance poll and second polling station on election day be required.

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

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

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

Typically, by-elections do not have a high turnout of voters and as such having an advance poll, or second polling station may not be required. Should a by-election be set then another motion would have to be required to appoint a Chief Returning Officer. This item would be covered under another RFCD.

OPTIONS

Council has three options:


1. Pass the motion to set the by-election date.
2. Appoint persons to the vacant positions
3. Leave the positions vacant until the next general election

RECOMMENDATION

Administration is recommending that by-election be held on October 17, 2022, but there not be an advance poll and only have one polling station on that day. Should Council wish to hold the by-election the motion is:

“BE IT RESOLVED THAT Inuvik Town Council hereby declares that a by-election be held on October 17, 2022 to fill 2 Town Council vacancies.”

Signature – Grant Hood, SAO



REQUEST FOR COUNCIL DECISION

Meeting Date: August 8 and 10, 2022

RFCD #: 2022-SAO-073

TOPIC

Appointment of Returning Officer 2022 Municipal By-election

BACKGROUND

There is a need for Council to formally appoint a Returning Officer for the by-election called to fill vacancies on Council.

FINANCIAL IMPLICATIONS

There would be some overtime charges for staff

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 recommendation 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 appoints Ms. Jenna MacNeil as Returning Officer for the 2022 Municipal By-Election;

AND THAT one (1) polling station be established at the Midnight Sun Recreation Complex.;

AND FURTHER THAT there be no advance poll."

Signature – Grant Hood, SAO



2022 Municipal By-Election Guidelines for Required Action

Task	Section	Deadline
Appoint Returning Officer & Registrar (may be the same person)	11 (7)	Aug 30
Open Nominations	11 (6)	Sept 6
Close Nominations	11 (5)	Sept 19
Withdraw from Elections	46 (1)	Sept 21
Extend Nominations	39 (2)	Sept 26
Post Voters List/Notice	11 (3) (4)	Sept 19
Earliest Date Advance Vote	11 (2)	Oct 3
Latest Date Advance Vote	11 (2)	Oct 11
Final Date to submit proxy application forms	53 (3)	Oct 12
Election Date	12	Oct 17
Request Administrative Recount	80	Oct 20
Remove Election Materials	109	Oct 28
Request Judicial Recount	83 (1)	Oct 31
Term Begins	14 (2) CTV	Nov 1
Election Petition Deadline	89	Dec 17
Destroy Elections Materials	79 (1)	Jan 17 2023

REQUEST FOR COUNCIL DECISION

Meeting Dates: August 8 & 10, 2022

RFCD #: 2022-SAO-074

TOPIC

Request for easement to TOI Bylaw 2669/TR/21 ATV Bylaw – specifically to allow persons with disabilities to travel on prohibited areas

BACKGROUND

In September 2021 a request was received by Town Council, requesting an “easement” be made to the ATV Bylaw to allow for persons with disabilities to operate ATV’s in prohibited areas in order to improve accessibility to businesses on Mackenzie Road.

The existing bylaw prohibits ATVs on Mackenzie Road and Kingmingya road from Reliance to Tununuk. These areas are prohibited in the interest of public safety due to both vehicular and pedestrian congestion, and the fact that ATV’s are far more difficult to see while operating a motor vehicle. To account for accessibility, the bylaw allows for ATV users to cross a prohibited area if they take the shortest, most direct route.

The initial consideration by council identified several items to be addressed prior to a resolution being passed. These included:

1. Research the definition of a persons with disability in relation to Territorial legislation such as the ATV Act and the Motor Vehicle Act. Further, to identify steps required by Municipal Enforcement to screen for a person with a disability, licence and provide a visible sticker on the ATV.
2. Assess the accessible parking spaces on Mackenzie Road and work with property owners to assign those spaces, ensuring there is clear signage.
3. Determine if it would be feasible to remove all prohibited areas, thereby allowing all ATV operators to drive in those areas.
4. To arrange a public consultation to consider either removing the prohibited areas entirely, or allowing for only persons with disabilities driving an ATV in prohibited areas.

A summary of these items, research to date and implications follow.

FINANCIAL IMPLICATIONS

Legal fees for consultation regarding Bylaw adjustment and ensuring that the bylaw aligns with relevant Territorial Legislation.

Potential purchase of new signs on Mackenzie and Kingmingya, if only persons with disabilities were allowed, the creation and issuance of a specific permit or sticker.

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

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

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

Should the bylaw be adjusted to allow specifically disabled persons to operate ATV's in prohibited areas:

1. a legal definition of disabled person would be required, this will require scrutiny by our legal services.
2. additional screening from the license issuing body (Municipal Enforcement) will be required. See below example of what is currently required to obtain a handicap sticker for parking.
3. a special permit or sticker will have to be created and issued
4. consideration must be given to the age of the operator, currently, if supervised by an adult with a permit, a person under the age of 14 may drive an ATV. If the bylaw changes to specifically allow for a person with disability to drive in prohibited areas, the only operator in that area should be the person with the disability, not a child under 14
5. public education campaign would be required to warn motor vehicle drivers of potential for ATVs to be in these areas
6. public education messaging would be required to explain to nondisabled drivers that they would still not be allowed in those areas
7. businesses and town would be required to post handicap parking signage
8. collaboration with the RCMP required to provide clarity as to who can operate in restricted areas

To illustrate current practices relating to handicap stickers for parking, they are issued to person not vehicle by the NWT disability council.

- Application is filled out between applicant and doctor/ nurse practitioner and return to NWT disabilities council.
- Clinical staff determine whether the applicant has one or more of the following illnesses/ disabilities:
 - Cannot walk without assistance of another person or a brace, cane, crutch, a lower limb prosthetic device or similar assistive device or who requires the assistance of a wheelchair.
 - Suffers from lung disease to such an extent that forced expiratory volume in one second is less than one liter.
 - Portable oxygen is a medical necessity.

- Cardiovascular disease impairment classified as Class III or Class IV to standards accepted by the American Heart Association or Class III or IV according to the Canadian Cardiovascular Standard.
- Severely limited in the ability to walk due to an arthritic, neurological, musculoskeletal or orthopedic condition.

Should the bylaw be adjusted to allow all ATVs to operate in prohibited areas:

1. the bylaw must be scrutinized by legal services to ensure that it aligns with territorial legislation
2. a significant concern with the existing bylaw is the ability of a child under 14 to drive the ATV, if under the supervision of an adult who has a permit. This means that unless additional prohibitions are in place for operators, a 10 year old could be driving an ATV on Mackenzie or Kingmingya at any time of the day.
3. Communication with RCMP required to rescind any enforcement of the prohibited areas

OPTIONS

Council has the following options to consider:

1. Forward current ATV by-law to the by-law review committee to amend the ATV Bylaw to define a disabled person and allow for specific exemptions and limitations
2. Forward current ATV by-law to the by-law review committee to amend the ATV bylaw to eliminate Mackenzie Road and Kingmingya Road as prohibited areas, setting limitations for the age of operators
3. Refer the request back to administration with direction for suggested changes or areas that require further investigation
4. Not allow for an easement, leaving the Bylaw as is

RECOMMENDATION

Motions depending on which option is chosen:

Option #1

“The Town of Inuvik Council hereby moves that the current ATV by-law 2669/TR/21 be reviewed by the By-law review committee at its next meeting to define a disabled person under the by-law and allow for specific exemptions and limitations including age limits and ensuring it aligns with Federal and Territorial legislation.”

Option #2

“The Town of Inuvik Council hereby moves that the current ATV by-law 2669/TR/21 be reviewed by the By-law review committee at its next meeting to review the elimination of any

prohibited areas and review of other limitations including age limits and ensuring it aligns with Federal and Territorial legislation.”

Option #3

“The Town of Inuvik Council hereby moves that the current ATV by-law 2669/TR/21 be reviewed by the By-law review committee at its next meeting for review for any recommended changes and ensuring it aligns with Federal and Territorial legislation.”

Option #4

No motion or action is required. The status quo remains

REQUEST FOR COUNCIL DECISION

Meeting Dates: August 8 & 10, 2022

RFCD #: 2022-SAO-075

TOPIC

Breynat Street and Kingmingya Road Improvements

BACKGROUND

The Breynat Street and Kingmingya Road Improvements Tender closed at 2:00 p.m. on July 13, 2022.

The tender opening was done in the Town Office.

The following personnel participated in the tender closing meeting:

Rick Campbell, Director of Public Services
Lexie Wellings, Development Officer
Trina Neyando, Lands Officer

One bid was received as follows:

Northwind Industries – \$3,482,639

This amount was well above the total project budget. In discussions with the GNWT and elsewhere this is not a unique issue as the budgeting etc. was done 3 years ago for the funding application. Following consultation with our legal counsel discussions opened between the bidder and the Town to reduce the scope of work. Had there been more than one bidder on the project it would have been re-tendered.

As a result of these discussions with the scope changes the revised amount is \$2,196,489. One of the items deleted is the electronic crosswalks as they had a cost of \$260,000 but they can be installed at a later date. This brings the costs within the funding budget under the ICIP program however it is only for phase 1 of the project. Financial resources to complete the project (sidewalks and paving) will have to be sourced from additional funding programs or handled internally by potentially extending the term of the project to reduce the annual expense.

One of the concerns and reasons for this project was to make it safer for pedestrians walking along Breynat. This portion of the project will widen the road considerable and so increase the safety factor for pedestrians.

FINANCIAL IMPLICATIONS

This final amount is still higher than the original capital budget amount however the Lagoon Project has had to be delayed which will free up the capital for the additional costs. It will have a potential impact in future years

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

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

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS**OPTIONS**

Due to the nature of this project and the fact it has a funded element there is really only one option available in this situation and that is to award the tender.

RECOMMENDATION

“BE IT RESOLVED THAT Inuvik Town Council hereby awards the Breynat and Kingmingya Road Improvements Tender Contract to Northwind Industries Ltd. for the tendered price of \$2,196.489.00.”

Signature – Grant Hood, SAO

A handwritten signature in black ink, appearing to read 'G. Hood', is written over a light blue circular stamp. The stamp contains the text 'Inuvik Town Council' and 'SAO'.

**TOWN OF INUVIK
BY-LAW #2695/LND/22**

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF INUVIK IN
THE NORTHWEST TERRITORIES TO DISPOSE OF REAL PROPERTY BY WAY
OF SALE.**

WHEREAS pursuant to the *Cities, Towns and Villages Act*, S.N.W.T. 2003, C.22,

AND WHEREAS the land is not required for municipal purposes;

NOW THEREFORE BE IT RESOLVED that the Council of the Municipal Corporation in the Northwest Territories, at a duly constituted session, enacts as follows:

1. The Mayor and the Senior Administrative Officer are hereby authorized on behalf of the Municipal Corporation of the Town of Inuvik in the Northwest Territories to sell to **Cheryl Wright** of the Town of Inuvik in the Northwest Territories, for the sum of **TWENTY FOUR THOUSAND AND THREE HUNDRED DOLLARS (\$24,300.00)** the land described hereunder:

**LOT 34
BLOCK 70
PLAN 1154
INUVIK**

2. This By-law shall come into effect upon the final day of passing.
3. By-law #1524/LND/98 is hereby repealed.

READ A FIRST TIME THIS 20 DAY OF July , 2022 A.D.

READ A SECOND TIME THIS 20 DAY OF July , 2022 A.D.

**READ A THIRD TIME AND FINALLY PASSED THIS _____ DAY OF _____ ,
2022 A.D.**

MAYOR

TOWN OF INUVIK
BY-LAW #2695/LND/22
Page 2

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: August 8 & 10, 2022

RFCD #: 2022-SAO-071

TOPIC

**By-Law 2695/LND/22 Sale of Land -
Lot 34 Block 70 Plan 1154 – 45 Ruyant Crescent**

BACKGROUND

The Town of Inuvik is in receipt of an “Application to Purchase Municipal Land” from Cheryl Wright for the above-noted property. Ms. Wright is currently leasing this property from the Town. The lease expires in February 2023. Under the terms of the lease, the owner has the option to purchase the property at the assessed value of the land.

The total purchase price is **\$24,300**.

The Zoning is RMH – Residential Manufactured Home.

The Town of Inuvik has title to this property

FINANCIAL IMPLICATIONS

Aside from the cash influx from the sale the main difference would be in the annual value of the lease which is \$2,170 per year. The leasee already pays the property taxes on the property.

STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

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

OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

The Town has under Policy FM.014 made the decision not to have any new land leases.

The by-received 1st and 2nd readings at the July 20, 2002 Special Council Meeting

OPTIONS

Council has two options:

1. Pass the motion to approve the sale.
2. Defeat the motion thereby denying the sale.

RECOMMENDATION

"BE IT RESOLVED THAT Inuvik Town Council hereby gives THIRD and FINAL READING to By-Law #2478/LND/09, a by-law to dispose of real property by way of sale."

Signature – Grant Hood, SAO

A handwritten signature in black ink, appearing to read "G. Hood", is written over a faint, circular official stamp. The stamp contains some illegible text and a central emblem.

CAPITAL PROJECTS REPORT FOR COUNCIL
As Of July 31, 2022

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

Project	Budget \$	% Of Work Complete	Expenditure to Date	Comments
Utilidor Replacement	4,000,000	20%	\$149,161	Last year's project continuation is underway and costing for next years project being prepared to purchase materials
2nd Water Tank- Start Up	297,000	50%	\$345,534	Startup is currently underway. Budget overage will have to be covered from previous years surplus.
WTP - Glycol Heat Exchanger	346,620	30%	\$55,406	Installation to be completed during summer
Biomass Project Hidden Lake	785,171	30%	\$261,926	Awaiting shipment of equipment
WTP - Beam installation	12,000	0%	\$6,270	Planning and tender being prepared. Majority of actual project is moved to 2023 and reflected in the 2022 budget and forecast
Sewage Lagoon	1,200,000	5%	\$0	Tender being prepared
Chief Jim Koe Park Enhancement	400,000	99%	\$395,580	Building officially opened
Firehall Exhaust System	51,000	10%	\$0	Beam being installed in early August
Pool Liner	488,000	75%	\$488,907	Contractor unable to send full complement of workers in July. Lining installation complete. Final stations to be installed and testing of new plumbing in August
Haul All Garbage Bins	84,895	100%	\$84,892	Complete
Expand Solid Waste Site and Install Fencing	800,000	10%	\$61,845	Tender has closed with pricing over double the budget. Project to be re-tendered breaking down components.
Garbage Bin Pad Improvement	25,000	0%	\$0	Planned in July
Breynat Road Upgrade	1,011,146	5%	\$23,346	Tender has closed with one bidder. Pricing considerably higher than budget. Work has begun on reducing costs
Tractor	50,000	10%	\$4,000	Tractor and accessories delivered
Fitness Equipment	15,000	0%	\$0	To be expensed as required during the year
Conference Equipment	20,000	0%	\$0	To be expensed as required during the year
Vehicle	76,500	100%	\$76,465	Complete.
Town Office and Firehall Energy Upgrades	795,000	0%	\$130,482	Project well underway and currently on schedule barring further shipping issues for the stairs

Firehall bathroom renovation	30,000	0%	\$0	Ongoing discussions regarding the nature of work such as flooring type and other bathroom accessories that best suit or achieve the project objectives.
Fire Training Site refurbishment	30,000	0%	\$0	Planning in process
MSC Flooring replacement	62,000	0%	\$0	Flooring type being investigated
SCBA Replacement	65,000	0%	\$65,689	Complete
MSC Concession equipment	100,000	5%	\$0	Continued discussions with the supplier regarding scope of work required. Further information has been forwarded to them
Additional dressing room	350,000	5%	\$1,800	Working on architectural plans
Flooring replacement for Firehall	10,000	0%	\$0	To be completed in conjunction with MSC flooring replacement
Signage for Chief Jim Koe Park	20,000	0%	\$0	Final design and material being completed
Discovery Inuvik signage	20,000	0%	\$0	Planned in September
Zip up sidings Pavilion	24,000	0%	\$32,021	Items ordered and being shipped
Dance floor - Pavilion 30x30	15,000	0%	\$0	Items ordered and being shipped
Radar Sign for Municipal Enforcement	10,000	0%	\$11,310	Completed
Smart Board for Conference rooms	20,000	95%	\$19,652	Items received and council Chambers item installed

**Town of Inuvik
Operating Budget Variance
For the 6 Months ending June 30, 2022**

	2022 Budget	2022 Budget to Date	2022 Actual	Variance	%	Notes
<u>REVENUE</u>						
Administrative	\$ 7,841,193	\$ 5,595,614	\$ 5,569,421	\$ (26,193)	0%	
Protective Services	72,500	62,172	55,279	(6,893)	-11%	
Public Works	-	25,000	25,000	-	0%	
Environmental	-	338,167	328,504	(9,663)	-3%	
Tourism	50,000	168,150	111,947	(56,203)	-33%	1
Recreation	43,000	109,066	142,563	33,497	31%	2
Library	20,000	23,375	21,456	(1,918)	-8%	
<u>Fiscal</u>	-	1,305,333	1,375,480	70,147	5%	
Total Revenue	\$ 8,026,693	\$ 7,626,877	\$ 7,629,651	\$ 2,774	0%	
<u>EXPENSES</u>						
Administrative	\$ 3,121,677	\$ 1,976,536	\$ 1,918,973	\$ 57,562	-3%	3
Protective Services	-	401,708	376,280	25,428	-6%	
Public Works	-	733,852	713,481	20,371	-3%	
Environmental	-	396,733	384,952	11,781	-3%	
Tourism	-	367,159	377,954	(10,795)	3%	
Recreation	-	1,585,591	1,471,774	113,817	-7%	4
Library	2,100	198,090	199,399	(1,309)	1%	
<u>Fiscal</u>	-	400,500	400,389	111	0%	
Total Expense	\$ 3,123,777	\$ 6,060,170	\$ 5,843,203	\$ 216,967	-4%	
Surplus / (Deficit)	\$ 4,902,916	\$ 1,566,707	\$ 1,786,448	\$ 219,741		
Land Fund Revenue	\$ 9,000	\$ 3,970	\$ (10,042)	\$ (14,012)	-353%	5
<u>Land Fund Expenditure</u>	-	50	60	(10)	20%	
Surplus / (Deficit)	\$ 9,000	\$ 3,920	\$ (10,102)	\$ (14,022)		
Utility Fund Revenue	\$ 1,385,000	\$ 1,331,249	\$ 1,451,181	\$ 119,932	9%	
<u>Utility Fund Expenses</u>	300	1,586,689	1,618,767	(32,078)	2%	
Surplus / (Deficit)	\$ 1,384,700	\$ (255,440)	\$ (167,586)	\$ 87,854		

Total Surplus / (Deficit)	6,296,616	1,315,187	1,608,759	293,573	
Capital Project Funding					
Community Public Infrastructure ⁶	\$ -	\$ 678,940	\$ 2,063,685	\$ (1,384,745)	204%
Gas Tax	388,360	100,000	100,633	(633)	1%
Transfer from Reserves	2,695,000	-	-	-	0%
Contribution Agreements and other funding	6,736,445	425,300	692,070	(266,770)	63%
Total Capital Project Funding	\$ 9,819,805	\$ 1,204,240	\$ 2,856,388	\$ (1,652,148)	137%
Capital Projects					
Water Utility ⁷					
Other Capital Projects	\$ 1,200,000	\$ 1,141,816	\$ 813,994	\$ 327,821	-29%
Total Capital Projects	\$ -	\$ 1,242,562	\$ 1,307,556	\$ (64,995)	5%
	\$ 1,200,000	\$ 2,384,377	\$ 2,121,551	\$ 262,827	-11%
Net Capital Projects	\$ 8,619,805	\$ (1,180,137)	\$ 734,837	\$ (1,914,974)	-162%
Surplus (Deficit) after Transfers	14,916,421	135,050	2,343,597	(2,208,547)	1635%
Amortization	3,500,000				

Notes

- 1 Revenue for Guide not yet recorded
- 2 Increased Gym memberships and timing of Contribution agreements
- 3 Timing of recruitment/professional development costs
- 4 Reduced utility costs and equipment and repairs
- 5 Refund of Land sale deposit
- 6 Timing of expenditures against fund
- 7 Expenditure timing for utilidor project



TOWN OF INUVIK

COMMUNITY SERVICES DEPARTMENT REPORT TO COMMITTEE OF THE WHOLE JUNE/JULY

COMMUNITY SERVICES – Lise Saumur – Director of Community Services

The start of summer has been a busy and interesting time for the Department and Staff alike. The new operation of the ball diamonds and soccer pitch, added with the growing pains of post-covid adjustments for new and rejuvenating rentals and events has proven to be a challenge. As we progress post-covid we will learn to improve on our own events and activities and will better assist groups and organizations through the transition to an “open” community once again.

Arrangements have been made for the recertification and re-training of pool staff when the pool repairs have concluded and the pool has passed inspection for re-opening. A meeting was held for people interested in training and taking courses to eventually lifeguard and teach at the pool. A total of 13 youth attended the meeting, with a few others indicating interest but unable to attend. Courses for these potential new pool staff will be scheduled for the Fall.

Bill Mann began with the Town as the Library Services Manager. He has been busy familiarizing himself with the library, the staff, and current operations. He has taken on the training of casual staff from the Desk and Program staff for the library. Desk and Program staff are also being trained at the Welcome Centre to assist the Tourism and Economic Development Department with staffing requirements.

MSC MAINTENANCE REPORT – Robin Langille – Facilities Foreman

June and July

- Monitoring refrigeration and boiler plants
- Engaging contractors to repair items at Town facilities
- Cleaning to Midnight Sun Complex interior and exterior
- Picking up large garbage items for roadside pick up
- Playground inspections
- Plant watering
- Daily garbage pick up in parks and greenspaces
- Inspection and cleaning of port a potties
- Bush clearing on boot lake trail
- Cleaning Welcome Centre, library, and town office daily
- Logistics for Town sponsored events
- Opening and closing of trailer stage for events
- Set up and tear down of Artic Expo (June)
- Set up and tear down from Great Northern Arts Festival
- Logistics for events at Chief Jim Koe Park and Midnight Sun Complex for rentals
- Grass cutting and trimming

RECREATION REPORT – Steve Krug – Recreation Co-ordinator

Drop Zone

The Drop Zone was popular leading up to its closing to set up for the Arctic Development Expo. The drop Zone re opened on June 17th until the Great Northern Arts Festival set up started in July. The Drop Zone closed again July 5th for the Great Northern Arts Festival and re-opened July 20th.

ADE (Arctic Development Expo)

Sound system and lighting set up in the Arena and in Chief Jim Koe Park for music and entertainment was required. This was a learning experience as it involved a larger scale and more technical set up for an event than usually done by Town of Inuvik staff.

Midnight Sun Fun Run – June

The Annual Midnight Sun Fun Run returned after a year break due to COVID-19. The event was held on Saturday June 18th in the evening. There was a large crowd who took part in the event but not as big as in years past. It will take a few years (post covid) to get the numbers up again. Midnight Madness was also held in conjunction with the Midnight Sun Fun Run. A few logistics will be reviewed for improvement to both events for next year.

National Indigenous Peoples Day – June 21

Planning Meetings took place June 2nd, 8th, and 15th.

National Indigenous Peoples Day was hosted in partnership with the Gwich'in Tribal Council, the Inuvialuit Regional Council, the Inuvik Native Band, and the Town of Inuvik in Chief Jim Koe Park. Ingamo Hall participated in serving smoked tea and donuts. Parks Canada attended with an information booth, and temporary animal tattoos for the youth at the park. Parka, the Parks Canada Beaver also made an appearance which is always a big hit. The Lighthouse Church Youth Group were on hand with a BBQ and treats for all. Entertainment was provided by Abe Drennen, The Mud Angels, and Irwin and Friends. An Old Time Dance and Jigging Contests were held at Ingamo Hall in the evening.

Staff interviews and Hiring

Summer Staff interviews for summer programming. Our summer program staff are Michelle Conley, Hamza Mourtada, Tyra Bain, Shaomek Tizya-Bernhardt, and Symantha McCarthy-Adams.

Green Shacks

The Town of Inuvik's Green Shacks are back in two parks for the months of July and August. One shack has moved from Camsell Park to Kingalook Park in hopes to reach more kids to participate. The Choo-choo Train Park Shack is always popular. Staff at the Green Shacks are identified by grey Staff T-shirts.

Canada Day

This year the Town of Inuvik hosted Canada Day in Chief Jim Koe Park. This was a scaled back event that featured live music, a hotdog BBQ and children's games by Town Staff, a family scavenger hunt, and a trivia game. The Lighthouse Church Youth Group and Inuvik Eats were our food vendors in the park. The Legion hosted the parade and bike decorating contest.

RENTAL ACTIVITIES REPORT - JuneCommunity Hall

- | | |
|--|------------------------------------|
| - Girl Guides – 2 days | - Wedding – 1 day |
| - Inuvialuit Community Corp. – 1 day | - Aurora College – 1 day |
| - Inuit Tapiriit Kanatami meeting – 3 days | - Arctic Development Expo – 6 days |

Community Lounge

- | | |
|---|------------------------------------|
| - Indigenous Peoples Day meeting – 3 days | - Joint Secretariat – 1 day |
| - Canada Council for the Arts – 1 day | - Arctic Development Expo – 6 days |

Sundog Room

- Arctic Development Expo – 6 days

Curling Pad and Lounge

- Great Northern Arts Festival – 6 days

Arena Pad

- | | |
|---------------------------------------|-----------------------|
| - Arctic Development Expo – 7 days` | - Drop Zone – 21 days |
| - Drop Zone Birthday Parties – 8 days | |

Play Zone

- Birthday Parties – 3 days

Chief Jim Koe Park – Boardwalk/Pavilion

- Midnight Madness – 3 days
- Hand Games Demo – 3 days
- Tourism – 8 days
- Midnight Sun Fun Run – 1 day
- Indigenous Peoples Day – 1 day

Equipment Rentals

High School Graduation – 4 warming trays, 2 water dispensers – no charge
 NWT Health and Social Services Authority – 20' x 20' tent
 Elders Abuse Awareness Day – 2 portable washrooms, 2 hand wash stations – no charge
 Gwich'in Tribal Council – Hand Games Demo – tables and chairs – no charge

RENTAL ACTIVITIES REPORT – JulyCommunity Hall

- Great Northern Arts Festival – 11 days
- Territorial Courts – 1 day
- Wedding – 1 day
- TOI – Public Announcement – 1 day

Community Lounge

- Great Northern Arts Festival – 11 days

Sundog Room

- Environment and Natural Resources – 2 days
- Great Northern Arts Festival – 3 days

Curling Pad and Lounge

- Great Northern Arts Festival – 22 days

Arena Pad

- Great Northern Arts Festival – 13 days
- Drop Zone – 13 days
- Drop Zone Birthday Parties – 2 days

Play Zone

- Birthday Parties – 3 days

Pool Lobby

- Golf Club – 1 day
- Curling Club – 1 day
- MSC Interviews – 1 day

Chief Jim Koe Park – Boardwalk/Pavilion

- Canada Day – 3 days
- Tourism – 15 days
- Joint Secretariat – 1 day
- Great Northern Arts Festival – 9 days
- Oceans Day – 1 day

Equipment Rentals

Oceans Day – tailgate BBQ, tables, chairs, 2 20' x 20' tents
 Joint Secretariat – tables, chairs

STRATEGIC PRIORITIES CHART

June 15, 2022

COUNCIL PRIORITIES (Council & SAO)

NOW

1. **TRIPARTITE LEADERSHIP TABLE: Meeting**
2. **ABANDONED/UNSIGHTLY PROPERTY**
3. **RESIDENTIAL PROPERTY: INVENTORY**
4. **CLIMATE ADAPTATION STRATEGY: Funding Research**
5. **COLD TESTING OPPORTUNITIES: Working Group**

TIMELINE

September
September
August
October
September

NEXT

- EMPTY PROPERTY: Options
- COMMUNITY PLAN: Update
- TRAIL PLAN: Draft
- ROAD MAINTENANCE: Priorities
- RECREATION FACILITY: Future Needs
- COUNCIL PROCEEDINGS BYLAW
- LONG TERM FINANCIAL PLAN
- PLASTIC BAG BAN: Bylaw

ADVOCACY/PARTNERSHIP

- *Department Service Decentralization (GNWT)*
- *College Programs: Local Needs Alignment*
- *NTPC: Net Metering Cap Removal*
- *MLA & MP Meeting Schedule*
- *Homeless Strategy: Status*
- *Inuvik Works: Support*

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

SENIOR ADMINISTRATIVE OFFICER

1. **TRIPARTITE LEADERS: Meeting** – September
2. **CLIMATE ADAPT. STRAT.: Research** – Oct.
3. Human Resources Policy: Approval – Sept.
 - Council Proceedings Bylaw: Revisions
 - Lottery Regulations: Update

FINANCE & ADMINISTRATION

1. Health & Safety Manual: Review - November
2. Council Indemnity Bylaw: Review - September
3. **RESIDENTIAL PROPERTY: INVENTORY** - Aug.
 - Cross Training Program
 - E-Service Portal: Launch

ECONOMIC DEVELOPMENT & TOURISM

1. Tourism Action Plan 2023-2024 - December
2. New Office Operations Plan - July
3. **COLD TESTING: Working Group** – Sept
 - Small Business/Artisans 2023-24 – Dec.
 - MCIT 2023-34 - December

PROTECTIVE SERVICES

1. Be Safe/Be Seen: Design - July
2. UNSIGHTLY PROPERTY: Ops Guidelines - July
3. Emergency Response Plan: Update – November
 - Passenger Transportation Bylaw
 - Bite Prevention Program: Pilot Evaluation

RECREATION & LIBRARY

1. Nordic Walking Group: Start-Up – November
2. Elders Engagement Initiative - July
3. Book Club Launch – October
 - Community Group Partnerships

COMMUNITY SERVICES

1. MSC Inspection Schedule - July
2. Swim Pool: Staffing – July
3. Online Booking: Software Selection - October
 - Community Activity Guide/Calendar
 -

CAPITAL

- 2022 Utilidor Replacement: Design – June
- Waste Site Fencing: Design – June
- Swim Pool Rehabilitation: Complete – July
- Breynat Road Upgrade: Tender – Complete
- Lagoon Dike Rehabilitation: Tender - June

PUBLIC WORKS/MSC

1. TRAIL PLAN: Draft – October
2. Sport Field Maintenance: Training – June
3. ROAD MAINT. PRIORITIES: Review – Sept.
 - Water Intake Inspection
 - Drainage Plan: Update

CODES: BOLD CAPITALS = NOW Priorities; CAPITALS = NEXT Priorities; Italics = Advocacy; Regular Title Case = Operational Strategies

NWT Scientific Research Licence # 17086 Issued

Please be advised that the NWT Scientific Research Licence has been issued to Willa Blair for the project entitled: An Experimental Approach to Soaking Caribou Antler. 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



July 12, 2022

Notification of Research

I would like to inform you that Northwest Territories Scientific Research Licence No. 17086 has been issued to:

Willa Blair
Binghamton University
44 Saint John Avenue
Binghamton, New York
13905, United States
Phone: (917) 972-8551 Email:
wblair2@binghamton.edu

to conduct the following study:

An Experimental Approach to Soaking Caribou Antler (5301)

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.5301.

The research team seek not to prove that soaking antlers in water was a definite part of the toolmaking process, but rather to open up the possibility that it may have been used to quicken or make the process easier.

The antlers are obtained from Reindeer Tours, from Palmer, Alaska. They have been shed from the Caribou. After obtaining the antlers, the next step of the experiment is to use a saw to break them into four sets of three antler pieces, 12 pieces total. These groups represent time soaked: a control, 1.5 weeks, three weeks, and five weeks. The team then document each antler's weight, diameter, circumference, and length. The water is kept at 10°C and the salinity levels are kept at 3-5 ppt, both in accordance with a detailed Canadian technical report of the region. After the pre-set time is complete, the antlers are removed from the water. To observe how much water potentially permeated the antlers, the aforementioned factors are once again measured. Although the Gwich'in people used flint tools, the tools themselves were metal carving tools as this study is simply an exploration into the possible alteration of the antler composition, so the tools themselves need not be kept authentic. On testing day, one experimenter labels each antler group with a different symbol so that the carvers would not know which time-group they were working on until after the fact, making it a blind experiment. Each experimenter carves one antler from each of the groupings and privately documents their observations. This helps to avoid any influence from the other experimenters. To cut into the material, the experimenters use the carving tools to attempt to

shave off long, thin pieces; by taking off thin layers they could better observe when the antler ceased to feel wet and therefore could get a sense of how far the water permeated. They carve for ten minute intervals. Once completed, they compared their results with each other to study correlations or differences. A microscope will also be used to study the spongiosa (the spongy center of the antler). All of these factors will then be analyzed in a holistic manner.

The research team reached out to the Gwich'in Tribal Council who directed the team to get the license. The team was also informed that, if a research agreement is completed, the team will be able to reach out to a number of Gwich'in carvers. The hope is to talk to them about their expansive knowledge of the process; the team will not disregard their expertise nor does the team want to ignore the tradition of carving that continues today. This communication will take place around the carving stage of the process, but because the team do not want to do anything without the consent of the tribe the team will also make sure to receive their approval on the rest of the process.

The fieldwork for this study will be conducted from July 11, 2022 to August 25, 2022 Sincerely,

Niccole Hammer
Manager, Scientific Services

Distribution

Inuvialuit Regional Corporation
Hamlet of Aklavik
Town of Inuvik
Ehdiitat Gwich'in Council
Nihtat Gwich'in Council
Tsiigehtchic Charter Community Gwichya
Gwich'in Band
Inuvialuit Joint Secretariat
Gwich'in Tribal Council

Aklavik Community Corporation
Inuvik Community Corporation
GTC Department of Cultural Heritage
Tetlit Gwich'in Council
Tsiigehtchic Charter Community Council
Hamlet of Fort McPherson
Gwich'in Renewable Resources Board