

**AGENDA**  
**TOWN OF INUVIK ~ COMMITTEE OF THE WHOLE AND REGULAR COUNCIL MEETING**  
**TO BE HELD ON APRIL 12, 2023**  
**AT 7:00 P.M. in COUNCIL CHAMBERS**

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Item # 1                    **CALL TO ORDER**

Land Acknowledgement

Item # 2                    **ADOPTION OF THE AGENDA**

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

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

Item # 5                    **PUBLIC QUESTION PERIOD**

Item # 6                    **ADOPTION OF THE MINUTES**

6.1                        Minutes of the March 20 and 22, 2023 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 2023-SAO-028 ~ CPI Funding Agreement

Document attached. Requires motion to approve.

8.2                        RFCD 2023-SAO-029 ~ O&M Funding Agreement

Document attached. Requires motion to approve.

8.3                        RFCD 2023-SAO-030 ~ WSS Funding Agreement

Document attached. Requires motion to approve.

8.4            RFCD 2023-SAO-031 ~ Utilidor Replacement Tender Award

Document attached. Requires motion to approve.

8.5            RFCD 2023-SAO-032 ~ Beam Installation at WTP Tender Award

Document attached. Requires motion to approve.

8.6            RFCD 2023-SAO-033 ~ Inventory of Residential Property

Document attached. Requires motion to approve.

Item # 9            **BY-LAWS**

Item # 10            **DEPARTMENT HEAD REPORTS**

10.1            Economic Development and Tourism Report

Report attached. Requires motion to adopt.

10.2            Protective Services Report

Report attached. Requires motion to adopt.

10.3            Financial Report

Report attached. Requires motion to adopt.

10.4            Capital Projects Report

Report attached. Requires motion to adopt.

10.5            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**

**ADDITION TO THE AGENDA**  
**TOWN OF INUVIK ~ REGULAR COUNCIL MEETING**  
**TO BE HELD ON APRIL 12, 2023**  
**AT 7:00 P.M. in COUNCIL CHAMBERS**

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Item # 8

**NEW BUSINESS**

8.7

RFCD 2023 SAO-034 ~ Appointment to Municipal Board of Revision

Document attached. Requires motion to approve.



**MINUTES**  
**TOWN OF INUVIK ~ COMMITTEE OF THE WHOLE AND REGULAR COUNCIL MEETING**  
**HELD ON MARCH 20 AND 22, 2023**  
**AT 7:00 P.M. in COUNCIL CHAMBERS**

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<b>Present:</b>	<u>Monday</u>	<u>Wednesday</u>
Mayor:	Clarence Wood	Clarence Wood
Councillors:	Whitney Alexis via zoom	Whitney Alexis via Zoom
	Ned Day	Ned Day
	Tony Devlin	Tony Devlin
	Grant Gowans	Grant Gowans
	Jesse Harder	Jesse Harder
	Kurt Wainman	Alana Mero

**Absent:** Natasha Kulikowski (on Monday and Wednesday, with notice)  
Alana Mero (on Monday, with notice)  
Kurt Wainman (on Wednesday, without notice)

**Staff Present:** Grant Hood, Senior Administrative Officer  
Jenna MacNeil, Council Administrator  
Jackie Challis, Director of Economic Development and Tourism  
Lise Saumur, Director of Community Services  
Cynthia Hammond, Director of Protective Services

Item # 1                   **CALL TO ORDER**

Mayor Wood called both meetings to order at 7:00 PM

Item # 2                   **ADOPTION OF THE AGENDA**

Item 4.1 was added to the agenda.

Moved by Councillor Gowans, seconded by Councillor Mero:

**MOTION: 063/03/23 “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**

None.

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

Presentation by Muskrat Jamboree Committee.  
Details can be found on corresponding YouTube link.

**Item # 5 PUBLIC QUESTION PERIOD**

There were no questions from the public.

**Item # 6 ADOPTION OF THE MINUTES****6.1 Minutes of the March 6 and 8, 2023 Council Meetings**

Moved by Councillor Devlin, seconded by Councillor Harder:

**MOTION 064/03/23 BE IT RESOLVED THAT Inuvik Town Council hereby adopts the minutes of the March 6 and 8, 2023 Council meetings as presented.”**

Motion **CARRIED**.

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

Council noted the document.

**Item # 8 NEW BUSINESS****8.1 RFCD 2023-SAO-027 ~ Muskrat Jamboree Request for Donations**

Moved by Councillor Day, seconded by Councillor Mero:

**MOTION: 065/03/23 “BE IT RESOLVED THAT Inuvik Town Council hereby approves an in-kind donation to the Muskrat Jamboree for the 2023 festival taking place from April 21 to 24, 2023 to include the following:**

- **Donation of the Roy “Sugloo” Arena dry floor, portable stage, pipes and drapes, barricades, tables, porta-potties, and garbage bins as per the application for donation; and,**
- **Building maintenance assistance of Midnight Sun Complex staff during the festival at the MSC as well as providing staff assistance to set up the river site.”**

Motion **CARRIED**.

Item # 9                    **BY-LAWS**

None.

Item # 10                **DEPARTMENT HEAD REPORTS**

10.1                    Economic Development and Tourism Report

There were no questions, comments, or concerns.

Moved by Councillor Harder, seconded by Councillor Gowans

**MOTION: 066/03/23    “BE IT RESOLVED THAT Inuvik Town Council hereby adopts the following staff report as presented: Item 10.1 – Economic Development and Tourism Report.”**

Motion **CARRIED**.

Item # 11                **INFORMATION ITEMS**

11.1                    Strategic Priorities Chart

Council noted the document.

11.2                    Aurora Research Institute ~ Various Research Projects

Council noted the document(s).

Item # 12                **COUNCIL CONCERNS**

Details can be found on the corresponding YouTube link.

Item #13                **IN CAMERA ITEMS**

None.

Item # 14

**ADJOURNMENT**

The Committee of the Whole meeting adjourned at 7:15 pm.

Moved by Councillor Mero

:

**MOTION: 067/03/23 “BE IT RESOLVED THAT the Regular Council meeting adjourn at 7:10 p.m.”**

Motion **CARRIED**.

# ACTION ITEMS

## April 12, 2023 COUNCIL MEETING

No.	ITEM	REQUIRED ACTION	ACTION TAKEN / ANTICIPATED COMPLETION DATE
1.	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. This will a 2023 investigation as to viability of project
2.	Ski Club Lease	Town has signed lease for property from GNWT. Property survey is required to move forward with land acquisition. See item 4.	
3.	Survey of leased lands	Coordinate the survey of a number of land parcels that are Commissioners Lands that can then be registered with Land Titles and then acquired by the Town.	Comprehensive list of parcels to be constructed and then the surveys can be arranged. This process will be scheduled for 2023 and included in the 2023 fiscal budget. It is anticipated to take 6 months from time of survey to the land being registered and transfer request completed by GNWT and Land Title.

## REQUEST FOR COUNCIL DECISION

Meeting Dates: April 12, 2023

RFCD #: 2023-SAO-028

### TOPIC

**Contribution Agreement with the Government of the Northwest Territories for Community Public Infrastructure**

### BACKGROUND

Each year the GNWT provides funding for Capital expenditures through a contribution agreement. As part of the agreement Council must make a motion to approve the funding. For fiscal 2023 the amount of the contribution agreement is \$1,854,000.

### FINANCIAL IMPLICATIONS

This contribution agreement is for a lump sum onetime payment of \$1,854,000. This amount is included in the 2023 interim budget.

### STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

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

### OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

These funds are for Capital expenditures and not for operating expenses. For 2023, the funding with this agreement has not increased from 2022 and 2021.

### OPTIONS


Council has three options:

1. Approve the request 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

**“BE IT RESOLVED THAT Inuvik Town Council hereby approves the Contribution Agreement with the Government of the Northwest Territories for Community Public Infrastructure Funding in the amount of \$1,854,000.00.”**

*Signature – Grant Hood, SAO*



**CONTRIBUTION AGREEMENT  
COMMUNITY PUBLIC INFRASTRUCTURE**

This Contribution Agreement package includes:

Contribution Agreement:      Town of Inuvik

Schedule "A":      Quarterly Report form

Instructions:

Print two copies of the Contribution Agreement package and send both copies to the Recipient for signature. Instruct the Recipient to sign and date both copies and then send both signed copies to the Regional Superintendent designated for the Department of Municipal and Community Affairs (MACA) for execution. Have the MACA official sign and date both copies.

**After both copies of the Contribution Agreement are signed by both parties, send one original copy of the signed Agreement back to the Recipient and process the other signed original.**

**NOTE:** No funds will be released to the Recipient until the Contribution Agreement package, signed by both parties, has been processed by the regional Shared Financial Services.

**CONTRIBUTION AGREEMENT  
COMMUNITY PUBLIC INFRASTRUCTURE**

**THIS AGREEMENT** made on **April 1, 2023**

**BETWEEN:**

**Government Of The Northwest Territories**  
as represented by the  
Regional Superintendent  
Inuvik Region  
Department of Municipal and Community Affairs  
(the "GNWT")

OF THE FIRST PART

**AND:**

**Town of Inuvik**  
(the "Recipient")

OF THE SECOND PART

The Recipient has applied for Community Public Infrastructure which includes mobile equipment, buildings, and all associated infrastructure ("CPI") funding under the Department of Municipal and Community Affairs' ("MACA") Community Public Infrastructure Funding Policy, Revised July 13, 2015 ("CPI Policy"). The GNWT has determined that the Recipient meets the criteria of the CPI Policy.

The Recipient was authorized by Council Motion or Resolution no. \_\_\_\_\_ dated \_\_\_\_\_ to make its application for CPI funding and enter into this Agreement.

The parties agree as follows:

**Contribution and Payment**

1. If the Recipient has:
  - a) met all of its duties and obligations under the Community Public Infrastructure funding agreement for 2022-2023,
  - b) submitted its Capital Plan for the fiscal year 2023 to 2024 to the GNWT, and
  - c) disclosed all sources of funding, including those received in kind, respecting the CPI,
 the GNWT shall pay to the Recipient the total amount of **One Million Eight Hundred and Fifty Four Thousand Dollars (\$1,854,000.00)** (the "CPI Funds"), as soon as practicable after the signing of this Agreement.



2. The Recipient acknowledges and agrees that payment by the GNWT of the CPI Funds is subject to section 97 of the Financial Administration Act, S.N.W.T. 2015, c. 13 as amended, which states:

It is a condition of every contract and other agreement made by or on behalf of Government requiring an expenditure that an expenditure pursuant to the contract or agreement will be incurred only if there is a sufficient uncommitted balance in the appropriation for the department for the Government fiscal year in which the expenditure is required under the contract or agreement.

3. The Recipient shall, during the term of this Agreement, disclose, in writing, any additional sources of funding that become available to it with respect to CPI, within thirty (30) days of such funding becoming available.

#### **Use of the CPI Funds**

4. The Recipient shall use the CPI Funds to complete the projects set out in the Recipient's Capital Plan for the fiscal year 2023-2024 and subject to eligible use of funds outlined in the CPI Policy.

#### **Term**

5. This Agreement commences on April 1, 2023 and terminates on March 31, 2024 unless terminated or amended in accordance with the provisions of this Agreement.
6. This Agreement may be amended in writing by the parties.

#### **Transfer of CPI and Lands**

7. The parties acknowledge that certain lands (the "Lands"), improvements and chattels, furnishings, equipment and other personal property used by the Recipient to deliver municipal programs and services (the "CPI") are located on Commissioner's lands.
8. The GNWT shall transfer to the Recipient all of the GNWT's estate and interest in CPI to the Recipient and the Recipient shall assume ownership of and responsibility for the CPI except as otherwise set out in this Agreement.
9. If the Lands may be sold by the Commissioner, the GNWT shall transfer title to the Lands to the Recipient in fee simple and the GNWT shall bear the costs of such title transfers.
10. The Recipient shall apply for one or more leases of Commissioner's land for the Lands now reserved by notation for MACA in the Commissioner's lands database known and referred to as the Land Administration System, if the Lands cannot be sold by the Commissioner.

#### **Recipient's Obligations for CPI**

11. The Recipient shall have care and custody of the CPI, including but not limited to, the following obligations:
- a) operate the CPI to preserve the integrity of all structures and safeguard public access and keep structures in good repair;
  - b) operate the CPI to deliver municipal programs and services to all of the residents;
  - c) arrange for and pay for all electrical utilities, heating fuel, telephone and cable services, water and sewage removal, and garbage disposal as required for the CPI;

- d) arrange and pay for all mechanical, heating, electrical, gas and boiler and pressure vessel maintenance, as required for the CPI;
- e) arrange and pay for all snow and ice removal, and security and supervision for the CPI, as necessary to maintain the CPI; and
- f) insure the CPI for their full replacement cost.

### **Financial accountability and reporting**

- 12. The Recipient shall keep proper accounts and records of the revenues and expenditures related to this Agreement, including all working papers and all original invoices, receipts, vouchers and proof of payment, and provide copies of them to the GNWT on request or allow the GNWT, at any reasonable hour, to carry out an audit or inspection of the accounts and records for a period of seven (7) years after the termination of this Agreement.
- 13. The Recipient shall, immediately on receipt of a written request from the GNWT, refund any monies paid to the Recipient under this Agreement for which, in the opinion of the GNWT, no satisfactory evidence has been provided by the Recipient that the monies have been expended in accordance with this Agreement.
- 14. The Recipient shall:
  - a) deposit the CPI Funds into a bank account separate from the Recipient's general operating and other bank accounts, and this separate bank account shall be used solely for the CPI Funds;
  - b) credit to the CPI Funds bank account any funds received from the disposal of any assets that are Community Public Infrastructure ("Assets") that are transferred or purchased pursuant to this Agreement; and
  - c) ensure that Assets sold are sold at fair market value.

### **Quarterly and Final Financial Reports**

- 15. The Recipient shall:
  - a) on the last day of each of July 31, 2023, October 31, 2023, January 31, 2024 and April 30, 2024, submit a quarterly report in the form set out in Schedule "A", Quarterly Report, along with copies of all bank statements and other substantiating documents relevant to the expenditures made under this Agreement, to the GNWT; and
  - b) on or before 120 days after the Recipient's year end, submit to the GNWT an audited schedule of revenues and expenditures related to this Agreement, in the form, "Financial Reporting Model for NWT Municipalities" located on the MACA website at [http://www.maca.gov.nt.ca/sites/maca/files/resources/financial\\_statements\\_format.pdf](http://www.maca.gov.nt.ca/sites/maca/files/resources/financial_statements_format.pdf), and subject to any additional information required by the GNWT.

### **Accountability Framework and Additional Reporting Information**

- 16. The Recipient shall complete and submit to MACA the completed Accountability Framework for Community Governments survey form, subject to MACA completing revisions to the survey before August 1, 2024.

17. The GNWT may seek additional reporting information from the Recipient concerning the performance of this Agreement and the Recipient shall not unreasonably withhold such information from the GNWT.
18. During the term of this Agreement, upon the request of the GNWT, the Recipient shall meet with the GNWT and provide information and particulars to the GNWT concerning the carrying out of the CPI.

#### **Withholding or Reduction of Funds**

19. The GNWT may withhold any part of the CPI Funds for non-compliance with the requirements of this Agreement. The GNWT may provide to the Recipient the withheld CPI Funds when the Recipient is in compliance with this Agreement.
20. The GNWT may deduct from any payment of the CPI Funds or may require repayment of:
  - a) any portion of previous payments of the CPI Funds not accounted for as required by this Agreement, and
  - b) any portion of previous payments of the CPI Funds not spent or returned to the GNWT within the time specified in this Agreement or as directed by the GNWT.

#### **Confidentiality**

21. The Recipient shall ensure that any information related to the affairs of the GNWT to which the Recipient becomes aware of as a result of this Agreement is treated as confidential during and after the term of this Agreement and shall not be disclosed without the prior written approval of the GNWT.
22. The Recipient acknowledges that the GNWT may be required to release information about this Agreement in accordance with the requirements of the Access to Information and Protection of Privacy Act.
23. The Recipient acknowledges and agrees that this Agreement may be disclosed to the Legislative Assembly of the Northwest Territories through the public accounts process.

#### **Liability and indemnification**

24. The GNWT, its officers, servants or agents shall not be liable to the Recipient, its administrators, successors and assigns for any direct, indirect, special, incidental, exemplary, consequential or punitive damages, or any other types of commercial damage or loss of every nature and kind attributable to the performance of this Agreement, or whether directly or indirectly as a result of any breach of this Agreement, or from any tortious acts, errors or omissions on the part of the GNWT, its officers, servants or agents.
25. The Recipient shall defend, indemnify and hold harmless the GNWT, its Ministers, officers, employees, servants and agents from and against all claims, actions, causes of action, demands, costs, losses, damages, expenses, suits or other proceedings by whomever made, brought or prosecuted in any manner based upon or related wholly or partially to the acts or omissions of the Recipient in its performance of this Agreement, except to the extent that that such losses or damages were caused by the gross negligence or wilful misconduct of the GNWT, its Ministers, officers, employees, servants or agents.
26. The Recipient shall notify the GNWT immediately of any claim, action, or other proceeding made, brought, prosecuted or threatened in writing to be brought or prosecuted that is based upon, occasioned by or in any way attributable to the use or expenditure of the CPI Funds under this Agreement.

**Insurance**

27. The Recipient shall maintain insurance for the full replacement costs of the CPI.
28. The Recipient shall, without limiting its obligations or liabilities in this Agreement, obtain, maintain and pay for during the term of this Agreement, the following insurance with limits not less than those shown:
- a) Commercial General Liability Insurance with limits of not less than two million dollars (\$2,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use of bodily part or function, or property. Such insurance shall include but not be limited to the following terms and conditions:
    - i. Blanket contractual liability;
    - ii. Personal injury liability;
    - iii. Medical payments;
    - iv. Employee as additional insured\*
    - v. Broad form property damage;
    - vi. Cross liability;
    - vii. Contingent employers liability;
    - viii. Products and completed operations liability\*
    - ix. Contractor's protective liability\* and
    - x. Non-owned automobile liability\*

\* WHERE APPLICABLE

The insurance policies in this clause shall be endorsed to show the GNWT as additional named insured and the Recipient shall provide satisfactory evidence of such insurance to the GNWT or a standing authorization to obtain the information from the Recipient's insurance provider, within thirty (30) days of the signing of this Agreement.

- b) Professional Liability Insurance with limits of not less than one million dollars (\$1,000,000.00) per claim and two million dollars (\$2,000,000.00) in the annual aggregate, to cover claims arising out of the rendering of or failure to render any professional service under this Agreement.
- c) All policies shall provide that thirty days written notice be given to the GNWT prior to any material changes or cancellations of any such policies.

**Termination**

29. This Agreement may be terminated for any reason by either party at any time before the Recipient has spent all of the CPI Funds. In the event of such termination, the Recipient shall return to the GNWT all CPI Funds not spent under this Agreement and provide the GNWT with an accounting of all expenditures made under this Agreement within thirty (30) days of termination.

### **Notices and Addresses**

30. In this Agreement, if the GNWT or the Recipient gives any notice, it shall be in writing and will be determined to have been received:

- a) immediately, if delivered in person;
- b) one (1) day after transmittal, if sent electronically; or
- c) ten (10) days after mailing, if sent by registered mail;

if sent to the following address:

if to the GNWT at: Dana Moran  
Regional Superintendent  
Inuvik Region  
Municipal and Community Affairs  
PO BOX 1740  
INUVIK NT X0E 0T0  
Email: Dana\_Moran@gov.nt.ca  
Fax: (867) 777-7352

if to the Recipient at: Mayor Clarence Wood  
2 FIRTH STREET  
PO BOX 1160  
INUVIK NT X0E 0T0  
Email: sao@inuvik.ca  
Fax: (867) 777-8601

or to such other address or person that either party may identify by notice to the other.

### **Dispute Resolution**

31. All disputes about the interpretation and application of this Agreement shall be resolved by the Minister of Municipal and Community Affairs on behalf of the GNWT, in the Minister's sole discretion, and the Minister's decision shall be final.

### **Severability**

32. The parties intend that all provisions of this Agreement shall be fully binding and effective but if any particular provision or part of or all of one provision is found to be void or unenforceable for any reason, then that particular provision shall be deemed severed from the remainder of this Agreement and all other provisions shall remain in force.

### **General Terms and Conditions**

33. This Agreement shall be interpreted and governed by the laws of the Northwest Territories and the laws of Canada as applicable.

34. Time shall be of the essence in this Agreement.

35. The term "Recipient" includes all officers, employees, servants and agents of the Recipient, as the case requires.
36. There shall be no waiver of a breach of any term or condition of this Agreement unless the waiver is in writing signed by the party who has waived the breach and specifically sets out the breach and the agreement to waive the same. A waiver with a respect to a specific breach shall not affect any rights of the parties relating to other or future breaches.
37. This Agreement shall enure to the benefit of and be binding upon the parties hereto, their administrators, successors, and assigns.
38. No member of the Legislative Assembly shall be permitted to obtain any share of part of this Agreement or be entitled to receive any financial benefit arising from this Agreement.
39. Words in this Agreement importing male gender include female gender and words importing the singular include the plural and vice versa.

[The remainder of this page is intentionally left blank.]

40. This Agreement may be executed by the parties in separate counterparts, each of which shall be deemed to constitute an original, and all of which together shall constitute one and the same agreement. This Agreement will be considered fully executed when both parties have executed an identical counterpart, despite all signatures not appearing on the same counterpart. This Agreement may be executed and delivered by facsimile or electronic signatures.

**IN WITNESS WHEREOF** the parties have executed this Agreement through their authorized representatives as follows:

**SIGNED** on behalf of the Government of the Northwest Territories on \_\_\_\_\_ (month) \_\_\_\_ (day), 20\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Dana Moran  
Regional Superintendent, Inuvik Region

**SIGNED** on behalf of the Town of Inuvik on \_\_\_\_\_ (month) \_\_\_\_ (day), 20\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Clarence Wood  
Mayor



## Schedule "A"

### Quarterly Report

June 30, 2018

2018 - 2019	Annual Budget	CPI	Gas Tax
<b>Opening Balance - April 1</b>			
add: Amounts Paid during the year			
Amounts Owing but not paid			
Interest earned			

less: Capital Plan Projects 2018-2019

	CPI Budget	GT Budget			Current Status	Apr - Jun Q1	Jul - Sep Q2	Oct - Dec Q3	Jan - Mar Q4

less: **Unplanned Spending**


**CLOSING BALANCE AVAILABLE**

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**BANK BALANCE SHOULD BE**

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**ACTUAL BANK BALANCE**

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**ADD: INVESTMENTS**

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**SHORT / EXCESS**

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\_\_\_\_\_  
Senior Administrative Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Municipal and Community Affairs

**Legend:**  
MACA to complete  
Community to complete



# REQUEST FOR COUNCIL DECISION

Meeting Dates: April 12, 2023

RFCD #: 2023-SAO-029

## TOPIC

**Contribution Agreement with the Government of the Northwest Territories for Operations and Maintenance Funding**

## BACKGROUND

Each year, the GNWT provides funding for Operations & Maintenance expenditures through a contribution agreement. As part of the agreement Council must make a motion to approve the funding. For fiscal 2023 the amount of the contribution agreement is \$2,689,000. This is an increase of \$42,000

## FINANCIAL IMPLICATIONS

This increase is not reflected in the 2023 interim budget however it will be reflected in the 2023 final operating budget and adjustments made accordingly either through a potential reduction in property tax rate or reduction of use of previous year surpluses depending on if other factors have arisen since the interim budget was prepared.

## 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 contribution agreement 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 contribution agreement, the motion should be:

**“BE IT RESOLVED THAT Inuvik Town Council hereby approves the Contribution Agreement with the Government of the Northwest Territories for Operations & Maintenance funding in the amount of \$2,698,000.00”**

Signature – Grant Hood, SAO



**CONTRIBUTION AGREEMENT  
OPERATIONS AND MAINTENANCE**

**This Contribution Agreement package includes:**

Contribution Agreement for the Town of Inuvik

Schedule "A": Quarterly Report form

**Instructions:**

Print two copies of the Contribution Agreement package and send both copies to the Recipient for signature. Instruct the Recipient to sign and date both copies and then send both signed copies to the Regional Superintendent designated for the Department of Municipal and Community Affairs (MACA) for execution. Have the MACA official sign and date both copies.

**After both copies of the Contribution Agreement are signed by both parties, send one original copy of the signed Agreement back to the Recipient and process the other signed original.**

**NOTE:** No funds will be released to the Recipient until the Contribution Agreement package, signed by both parties, has been processed by the regional Shared Financial Services.

**CONTRIBUTION AGREEMENT  
OPERATIONS AND MAINTENANCE FUNDING**

**THIS AGREEMENT** made on April 1<sup>st</sup>, 2023

**BETWEEN:**

**GOVERNMENT OF THE NORTHWEST TERRITORIES**  
as represented by  
**the Regional Superintendent, Inuvik Region**  
**Department of Municipal and Community Affairs**  
(the "GNWT")

OF THE FIRST PART

**AND:**

**Town of Inuvik**  
(the "Recipient")

OF THE SECOND PART

The Recipient is eligible to receive Operations and Maintenance ("O&M") funding under the Department of Municipal and Community Affairs' ("MACA") Operations and Maintenance Funding Policy Revised August 20, 2017 ("O&M Policy"). The GNWT has determined that the Recipient meets the criteria of the O&M Policy.

The Recipient was authorized by Council Motion no. \_\_\_\_\_ or dated \_\_\_\_\_ to enter into this Agreement.

The parties agree as follows:

O&M Funding

1. If the Recipient has:

- (a) met all of its duties and obligations under a previous O&M funding agreement; and
- (b) has disclosed all sources of funding, including those received in kind, respecting the O&M, the GNWT shall pay to the Recipient the total amount of Two Million Six Hundred and Ninety Eight Thousand Dollars (\$2,698,000) (the "O&M Funds") in the amounts and on the dates as follows:
 

April 1, 2023	\$299,840
May 1, 2023	\$299,770
June 1, 2023	\$299,770
July 1, 2023	\$299,770
August 1, 2023	\$299,770
September 1, 2023	\$299,770
October 1, 2023	\$299,770
November 1, 2023	\$299,770
December 1, 2023	\$299,770

2. The Recipient acknowledges and agrees that payment by the GNWT of O&M Funds is subject to section 97 of the *Financial Administration Act*, S.N.W.T. 2015, c. 13 as amended, which states:

It is a condition of every contract and other agreement made by or on behalf of Government requiring an expenditure that an expenditure pursuant to the contract or agreement will be incurred only if there is a sufficient uncommitted balance in the appropriation for the department

for the Government fiscal year in which the expenditure is required under the contract or agreement.

3. The Recipient shall inform the GNWT in writing of any additional sources of funding which becomes available to it with respect to the O&M, within thirty (30) days of that availability.

#### Use of O&M Funds

4. The Recipient shall use the O&M Funds for the costs of providing community government programs and services.

#### Term

5. This Agreement commences on **April 1, 2023** and terminates on **March 31, 2024** unless terminated in accordance with the provisions of this Agreement.

#### Financial accountability and reporting

6. The Recipient shall keep proper accounts and records of the revenues and expenditures related to this Agreement, including all working papers and all original invoices, receipts, vouchers and proof of payment, and provide copies of them to the GNWT on request or allow the GNWT, at any reasonable hour, to carry out an audit or inspection of the accounts and records for a period of seven (7) years after the termination of this Agreement.
7. The Recipient shall refund to the GNWT immediately, on receipt of a written request from the GNWT, any monies paid to the Recipient under this Agreement for which, in the opinion of the GNWT, no satisfactory evidence has been provided by the Recipient that the monies have been expended in accordance with this Agreement.

#### Quarterly and Final Financial Reports

8. The Recipient shall:
  - (a) on each of July 31, 2023, October 31, 2023, January 31, 2024 and April 30, 2024, submit a quarterly report in the form set out in Schedule "A", Quarterly Report, along with copies of all bank statements and other substantiating documents relevant to the expenditures made under this Agreement, to the GNWT; and
  - (a) on or before 120 days after the Recipient's year end, submit to the GNWT an audited schedule of revenues and expenditures related to this Agreement, in the form entitled "Standard Audited Financial Statement Format" posted on the MACA's website at [http://www.maca.gov.nt.ca/sites/maca/files/resources/financial\\_statements\\_format.pdf](http://www.maca.gov.nt.ca/sites/maca/files/resources/financial_statements_format.pdf), and any additional information requested by the GNWT.

#### Accountability Framework and Additional Reporting Information

9. The Recipient shall, by no later than August 31, 2024 complete and submit to MACA the completed Accountability Framework for Community Governments survey form, located on the MACA website at <http://www.maca.gov.nt.ca/en/services/accountability-framework-community-governments>.
10. The GNWT may seek additional reporting information from the Recipient concerning the performance of this Agreement and the Recipient shall not unreasonably withhold such information from the GNWT.

11. The Recipient shall sign the required Consent to Release Information forms and shall allow the release of information about the Recipient to the Department of Municipal and Community Affairs by the following organizations:
  - (a) Arctic Energy Alliance;
  - (b) Local Government Administrators of the Northwest Territories; and
  - (c) Northwest Territories Association of Community Governments.
12. During the term of this Agreement, upon the request of the GNWT, the Recipient shall meet with the GNWT and provide information and particulars to the GNWT concerning the carrying out of the O&M.

#### Withholding or Reduction of Funds

13. The GNWT may withhold any part of the O&M Funds if, in the GNWT's opinion, the Recipient has not complied with the requirements of this Agreement. The GNWT may provide to the Recipient the withheld O&M Funds when the Recipient is in compliance with this Agreement.
14. The GNWT may deduct from any payment of the O&M Funds or may require repayment of:
  - (a) any portion of previous payments of the O&M Funds not accounted for as required by this Agreement;
  - (b) any portion of previous payments of the O&M Funds not spent or returned to the GNWT within the time specified in this Agreement or as directed by the GNWT; and
  - (c) the value, as determined by the GNWT, of any unfulfilled O&M obligations of the Recipient which are due at the scheduled time of payment of the O&M Funds.

#### Confidentiality

14. The Recipient shall ensure that any information related to the affairs of the GNWT to which the Recipient becomes aware of as a result of this Agreement is treated as confidential during and after the term of this Agreement and shall not be disclosed without the prior written approval of the GNWT.
15. The Recipient acknowledges that the GNWT may be required to release information about this Agreement in accordance with the requirements of the *Access to Information and Protection of Privacy Act*.

#### Liability and indemnification

16. The GNWT, its officers, servants or agents shall not be liable to the Recipient, its administrators, successors and assigns for any direct, indirect, special, incidental, exemplary, consequential or punitive damages, or any other types of commercial damage or loss of every nature and kind attributable to the performance of this Agreement, or whether directly or indirectly as a result of any breach of this Agreement, or from any tortious acts, errors or omissions on the part of the GNWT, its officers, servants or agents.
17. The Recipient shall defend, indemnify and hold harmless the GNWT, its Ministers, officers, employees, servants and agents from and against all claims, actions, causes of action, demands, costs, losses, damages, expenses, suits or other proceedings by whomever made, brought or prosecuted in any manner based upon or related wholly or partially to the acts or omissions of the Recipient in its performance of this Agreement, except to the extent that that such losses or damages were caused by the gross negligence or wilful misconduct of the GNWT, its Ministers, officers, employees, servants or agents.
18. The Recipient shall notify the GNWT immediately of any claim, action, or other proceeding made, brought, prosecuted or threatened in writing to be brought or prosecuted that is based upon, occasioned by or in any way attributable to the use or expenditure of the O&M Funds under this Agreement.

Insurance

19. The Recipient shall, without limiting its obligations or liabilities in this Agreement, obtain, maintain and pay for during the term of this Agreement, the following insurance with limits not less than those shown:
- (a) Commercial General Liability Insurance with limits of not less than two million dollars (\$2,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use of bodily part or function, or property. Such insurance shall include but not be limited to the following terms and conditions:
- i. Blanket contractual liability;
  - ii. Personal injury liability;
  - iii. Medical payments;
  - iv. Employee as additional insured\*
  - v. Broad form property damage;
  - vi. Cross liability;
  - vii. Contingent employers liability;
  - viii. Products and completed operations liability\*
  - ix. Contractor's protective liability\* and
  - x. Non-owned automobile liability\*
- \* WHERE APPLICABLE

The insurance policies in this clause shall be endorsed to show the GNWT as additional named insured and the Recipient shall provide satisfactory evidence of such insurance to the GNWT or a standing authorization to obtain the information from the Recipient's insurance provider, within thirty (30) days of the signing of this Agreement.

- (b) Professional Liability Insurance with limits of not less than one million dollars (\$1,000,000.00) per claim and two million dollars (\$2,000,000.00) in the annual aggregate, to cover claims arising out of the rendering of or failure to render any professional service under this Agreement.
- (c) All policies shall provide that thirty days written notice be given to the GNWT prior to any material changes or cancellations of any such policies.

Termination and Amendment

20. This Agreement may be terminated by either party at any time before the Recipient has spent all of the O&M Funds. In the event of such termination, the Recipient shall return to the GNWT all O&M Funds not spent under this Agreement and provide the GNWT with an accounting of all expenditures made under this Agreement within thirty (30) days of termination.
21. This Agreement may be amended at any time by the written consent of the parties.

Notices and Addresses

22. In this Agreement, if the GNWT or the Recipient gives any notice, it shall be in writing and will be determined to have been received:
- (a) immediately, if delivered in person;
  - (b) one (1) day after transmittal, if sent electronically; or
  - (c) ten (10) days after mailing, if sent by registered mail;
- if sent to the following address:

if to the GNWT at: Dana Moran  
Regional Superintendent  
Inuvik Region  
Municipal and Community Affairs  
PO BOX 1740  
INUVIK NT X0E 0T0

if to the Recipient at: His Worship Mayor Clarence Wood  
Town of Inuvik  
2 FIRTH STREET  
PO BOX 1160  
INUVIK NT X0E 0T0

or to such other address or person that either party may identify by notice to the other.

#### Dispute Resolution

23. All disputes about the interpretation and application of this Agreement shall be resolved by the Minister of Municipal and Community Affairs on behalf of the GNWT, in the Minister's sole discretion, and the Minister's decision shall be final.

#### Severability

24. The parties intend that all provisions of this Agreement shall be fully binding and effective but if any particular provision or part of or all of one provision is found to be void or unenforceable for any reason, then that particular provision shall be deemed severed from the remainder of this Agreement and all other provisions shall remain in force.

#### General Terms and Conditions

25. This Agreement shall be interpreted and governed by the laws of the Northwest Territories and the laws of Canada as applicable.
26. Time shall be of the essence in this Agreement.
27. The term "Recipient" includes all officers, employees, servants and agents of the Recipient, as the case requires.
28. There shall be no waiver of a breach of any term or condition of this Agreement unless the waiver is in writing signed by the party who has waived the breach and specifically sets out the breach and the agreement to waive the same. A waiver with respect to a specific breach shall not affect any rights of the parties relating to other or future breaches.
29. This Agreement shall enure to the benefit of and be binding upon the parties hereto, their administrators, successors, and assigns.
30. No member of the Legislative Assembly shall be permitted to obtain any share of part of this Agreement or be entitled to receive any financial benefit arising from this Agreement.
31. Words in this Agreement importing male gender include female gender and words importing the singular include the plural and vice versa.

32. This Agreement may be executed by the parties in separate counterparts, each of which shall be deemed to constitute an original, and all of which together shall constitute one and the same agreement. This Agreement will be considered fully executed when both parties have executed an identical counterpart, despite all signatures not appearing on the same counterpart. This Agreement may be executed and delivered by facsimile or electronic signatures.

**IN WITNESS WHEREOF** the parties have executed this Agreement through their authorized representatives as follows:

**SIGNED** on behalf of the Government of the Northwest on \_\_\_\_\_ (month) \_\_\_\_\_ (day), 20\_\_\_\_\_.

\_\_\_\_\_  
Dana Moran  
Regional Superintendent, Inuvik Region  
Municipal and Community Affairs

**SIGNED** on behalf of the Municipal Corporation on \_\_\_\_\_ (month) \_\_\_\_\_ (day), 20\_\_\_\_\_.

\_\_\_\_\_  
His Worship Mayor Clarence Wood  
Town of Inuvik



## Schedule "A"

## Quarterly Report

1. The Recipient shall submit to the Designated Contact a Quarterly Report no later than thirty (30) days after the end of each reporting period, as set out in section 8 of this Agreement.
2. A Quarterly Report must include:
  - (a) detailed financial statements (statements of all revenues and expenditures and a statement of financial position) in a form as may be required by the GNWT from time to time; and
  - (b) bank statements.

# REQUEST FOR COUNCIL DECISION

Meeting Dates: April 12, 2023

RFCD #: 2023-SAO-030

## TOPIC

**Contribution Agreement with the Government of the Northwest Territories for Water & Sewer Funding**

## BACKGROUND

Each year, the GNWT provides funding for Water & Sewer expenditures through a contribution agreement. As part of the agreement Council must make a motion to approve the funding. For fiscal 2023 the amount of the contribution agreement is \$1,385,000.

## FINANCIAL IMPLICATIONS

There is no financial impact as this amount was included in the 2023 Interim Budget

## STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

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

## OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

For 2023, the funding with this agreement has not increased from 2022 and 2021.

## OPTIONS

Council has three options:

1. Approve the contribution agreement 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 contribution agreement, the motion should be:

**“BE IT RESOLVED THAT Inuvik Town Council hereby approves the Contribution Agreement with the Government of the Northwest Territories for Water & Sewer Funding in the amount of \$1,385,000.00.”**

Signature – Grant Hood, SAO



**CONTRIBUTION AGREEMENT  
WATER AND SEWER SERVICES**

**This Contribution Agreement package includes:**

Contribution Agreement for **Town of Inuvik**

Schedule "A": Quarterly Report form

**Instructions:**

Print two copies of the Contribution Agreement package and send both copies to the Recipient for signature. Instruct the Recipient to sign and date both copies and then send both signed copies to the Regional Superintendent designated for the Department of Municipal and Community Affairs (MACA) for execution. Have the MACA official sign and date both copies.

**After both copies of the Contribution Agreement are signed by both parties, send one original copy of the signed Agreement back to the Recipient and process the other signed original.**

**NOTE:** No funds will be released to the Recipient until the Contribution Agreement package, signed by both parties, has been processed by the regional Shared Financial Services.

**CONTRIBUTION AGREEMENT  
WATER AND SEWER SERVICES FUNDING**

**THIS AGREEMENT** made on April 1<sup>st</sup>, 2023

**BETWEEN:**

**GOVERNMENT OF THE NORTHWEST TERRITORIES**  
as represented by  
**the Regional Superintendent, Inuvik Region**  
**Department of Municipal and Community Affairs**  
(the "GNWT")

OF THE FIRST PART

**AND:**

**Town of Inuvik**  
(the "Recipient")

OF THE SECOND PART

The Recipient is eligible to receive Water and Sewer Services ("WSS") funding under the Department of Municipal and Community Affairs' ("MACA") Water and Sewer Services Funding Policy Revised June 10, 2012 ("WSS Policy"). The GNWT has determined that the Recipient meets the criteria of the WSS Policy.

The Recipient was authorized by Council Motion #. \_\_\_\_\_ dated \_\_\_\_\_ to enter into this Agreement.

The parties agree as follows:

O&M Funding

1. If the Recipient has:

- (a) met all of its duties and obligations under a previous O&M funding agreement and
- (b) has disclosed all sources of funding, including those received in kind, respecting the WSS, the GNWT shall pay to the Recipient the total amount of One Million Three Hundred and Eighty Five Thousand Dollars (\$1,385,000) (the "WSS Funds") in the amounts and on the dates as follows:

April 1, 2023	\$153,960
May 1, 2023	\$153,880
June 1, 2023	\$153,880
July 1, 2023	\$153,880
August 1, 2023	\$153,880
September 1, 2023	\$153,880
October 1, 2023	\$153,880
November 1, 2023	\$153,880
December 1, 2023	\$153,880

2. The Recipient shall use the WSS funds to assist with the operational costs of providing water and sewer services.

3. The Recipient acknowledges and agrees that payment by the GNWT of WSS Funds is subject to section 97 of the *Financial Administration Act*, S.N.W.T. 2015, c. 13 as amended, which states:

It is a condition of every contract and other agreement made by or on behalf of Government requiring an expenditure that an expenditure pursuant to the contract or agreement will be incurred only if there is a sufficient uncommitted balance in the appropriation for the department for the Government fiscal year in which the expenditure is required under the contract or agreement.

4. The Recipient shall inform the GNWT in writing of any additional sources of funding which becomes available to it with respect to the WSS, within thirty (30) days of that availability.

#### Term

5. This Agreement commences on **April 1, 2023** and terminates on **March 31, 2024**, unless terminated in accordance with the provisions of this Agreement.

#### Financial accountability and reporting

6. The Recipient shall keep proper accounts and records of the revenues and expenditures related to this Agreement, including all working papers and all original invoices, receipts, vouchers and proof of payment, and provide copies of them to the GNWT on request or allow the GNWT, at any reasonable hour, to carry out an audit or inspection of the accounts and records for a period of seven (7) years after the termination of this Agreement.
7. The Recipient shall refund to the GNWT immediately, on receipt of a written request from the GNWT, any monies paid to the Recipient under this Agreement for which, in the opinion of the GNWT, no satisfactory evidence has been provided by the Recipient that the monies have been expended in accordance with this Agreement.

#### Quarterly and Final Financial Reports

8. The Recipient shall:
- (a) on each of July 31, 2023, October 31, 2023, January 31, 2024 and April 30, 2024, submit a quarterly report in the form set out in Schedule "A", Quarterly Report, along with copies of all bank statements and other substantiating documents relevant to the expenditures made under this Agreement, to the GNWT; and
  - (a) on or before 120 days after the Recipient's year end, submit to the GNWT an audited schedule of revenues and expenditures related to this Agreement, in the form entitled "Standard Audited Financial Statement Format" posted on the MACA's website at [http://www.maca.gov.nt.ca/sites/maca/files/resources/financial\\_statements\\_format.pdf](http://www.maca.gov.nt.ca/sites/maca/files/resources/financial_statements_format.pdf), and any additional information requested by the GNWT.
9. The GNWT may seek additional reporting information from the Recipient concerning the performance of this Agreement and the Recipient shall not unreasonably withhold such information from the GNWT.
10. During the term of this Agreement, upon the request of the GNWT, the Recipient shall meet with the GNWT and provide information and particulars to the GNWT concerning the carrying out of the WSS.

#### Withholding or Reduction of Funds

11. The GNWT may withhold any part of the WSS Funds if, in the GNWT's opinion, the Recipient has not complied with the requirements of this Agreement. The GNWT may provide to the Recipient the withheld WSS Funds when the Recipient is in compliance with this Agreement.

12. The GNWT may deduct from any payment of the WSS Funds or may require repayment of:
- (a) any portion of previous payments of the WSS Funds not accounted for as required by this Agreement;
  - (b) any portion of previous payments of the WSS Funds not spent or returned to the GNWT within the time specified in this Agreement or as directed by the GNWT; and
  - (c) the value, as determined by the GNWT, of WSS unfulfilled obligations of the Recipient which are due at the scheduled time of payment of the WSS Funds.

#### Confidentiality

13. The Recipient shall ensure that any information related to the affairs of the GNWT to which the Recipient becomes aware of as a result of this Agreement is treated as confidential during and after the term of this Agreement and shall not be disclosed without the prior written approval of the GNWT.
14. The Recipient acknowledges that the GNWT may be required to release information about this Agreement in accordance with the requirements of the Access to Information and Protection of Privacy Act.

#### Liability and indemnification

15. The GNWT, its officers, servants or agents shall not be liable to the Recipient, its administrators, successors and assigns for any direct, indirect, special, incidental, exemplary, consequential or punitive damages, or any other types of commercial damage or loss of every nature and kind attributable to the performance of this Agreement, or whether directly or indirectly as a result of any breach of this Agreement, or from any tortious acts, errors or omissions on the part of the GNWT, its officers, servants or agents.
16. The Recipient shall defend, indemnify and hold harmless the GNWT, its Ministers, officers, employees, servants and agents from and against all claims, actions, causes of action, demands, costs, losses, damages, expenses, suits or other proceedings by whomever made, brought or prosecuted in any manner based upon or related wholly or partially to the acts or omissions of the Recipient in its performance of this Agreement, except to the extent that such losses or damages were caused by the gross negligence or wilful misconduct of the GNWT, its Ministers, officers, employees, servants or agents.
17. The Recipient shall notify the GNWT immediately of any claim, action, or other proceeding made, brought, prosecuted or threatened in writing to be brought or prosecuted that is based upon, occasioned by or in any way attributable to the use or expenditure of the WSS Funds under this Agreement.

#### Insurance

18. The Recipient shall, without limiting its obligations or liabilities in this Agreement, obtain, maintain and pay for during the term of this Agreement, the following insurance with limits not less than those shown:
- (a) Commercial General Liability Insurance with limits of not less than two million dollars (\$2,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use of bodily part or function, or property. Such insurance shall include but not be limited to the following terms and conditions:
    - i. Blanket contractual liability;
    - ii. Personal injury liability;
    - iii. Medical payments;
    - iv. Employee as additional insured\*
    - v. Broad form property damage;
    - vi. Cross liability;

- vii. Contingent employers liability;
  - viii. Products and completed operations liability\*
  - ix. Contractor's protective liability\* and
  - x. Non-owned automobile liability\*
- \* WHERE APPLICABLE

The insurance policies in this clause shall be endorsed to show the GNWT as additional named insured and the Recipient shall provide satisfactory evidence of such insurance to the GNWT or a standing authorization to obtain the information from the Recipient's insurance provider, within thirty (30) days of the signing of this Agreement.

- (b) Professional Liability Insurance with limits of not less than one million dollars (\$1,000,000.00) per claim and two million dollars (\$2,000,000.00) in the annual aggregate, to cover claims arising out of the rendering of or failure to render any professional service under this Agreement.
- (c) All policies shall provide that thirty days written notice be given to the GNWT prior to any material changes or cancellations of any such policies.

#### Termination and Amendment

- 19. This Agreement may be terminated by either party at any time before the Recipient has spent all of the O&M Funds. In the event of such termination, the Recipient shall return to the GNWT all O&M Funds not spent under this Agreement and provide the GNWT with an accounting of all expenditures made under this Agreement within thirty (30) days of termination.
- 20. This Agreement may be amended at any time by the written consent of the parties.

#### Notices and Addresses

- 21. In this Agreement, if the GNWT or the Recipient gives any notice, it shall be in writing and will be determined to have been received:
  - (a) immediately, if delivered in person;
  - (b) one (1) day after transmittal, if sent electronically; or
  - (c) ten (10) days after mailing, if sent by registered mail;

if sent to the following address:

if to the GNWT at: Dana Moran  
Regional Superintendent  
Inuvik Region  
Municipal and Community Affairs  
PO BOX 1740  
INUVIK NT X0E 0T0

if to the Recipient at: His Worship Mayor Clarence Wood  
Town of Inuvik  
2 FIRTH STREET  
PO BOX 1160  
INUVIK NT X0E 0T0

or to such other address or person that either party may identify by notice to the other.

#### Dispute Resolution

22. All disputes about the interpretation and application of this Agreement shall be resolved by the Minister of Municipal and Community Affairs on behalf of the GNWT, in the Minister's sole discretion, and the Minister's decision shall be final.

#### Severability

23. The parties intend that all provisions of this Agreement shall be fully binding and effective but if any particular provision or part of or all of one provision is found to be void or unenforceable for any reason, then that particular provision shall be deemed severed from the remainder of this Agreement and all other provisions shall remain in force.

#### General Terms and Conditions

24. This Agreement shall be interpreted and governed by the laws of the Northwest Territories and the laws of Canada as applicable.
25. Time shall be of the essence in this Agreement.
26. The term "Recipient" includes all officers, employees, servants and agents of the Recipient, as the case requires.
27. There shall be no waiver of a breach of any term or condition of this Agreement unless the waiver is in writing signed by the party who has waived the breach and specifically sets out the breach and the agreement to waive the same. A waiver with a respect to a specific breach shall not affect any rights of the parties relating to other or future breaches.
28. This Agreement shall enure to the benefit of and be binding upon the parties hereto, their administrators, successors, and assigns.
29. No member of the Legislative Assembly shall be permitted to obtain any share of part of this Agreement or be entitled to receive any financial benefit arising from this Agreement.
30. Words in this Agreement importing male gender include female gender and words importing the singular include the plural and vice versa.
31. This Agreement may be executed by the parties in separate counterparts, each of which shall be deemed to constitute an original, and all of which together shall constitute one and the same agreement. This Agreement will be considered fully executed when both parties have executed an identical counterpart, despite all



signatures not appearing on the same counterpart. This Agreement may be executed and delivered by facsimile or electronic signatures.

**IN WITNESS WHEREOF** the parties have executed this Agreement through their authorized representatives as follows:

**SIGNED** on behalf of the Government of the Northwest on \_\_\_\_\_ (month) \_\_\_\_\_ (day), 20\_\_\_\_\_.

\_\_\_\_\_  
Dana Moran  
Regional Superintendent, Inuvik Region  
Municipal and Community Affairs

**SIGNED** on behalf of the Municipal Corporation on \_\_\_\_\_ (month) \_\_\_\_\_ (day), 20\_\_\_\_\_.

\_\_\_\_\_  
His Worship Mayor Clarence Wood  
Town of Inuvik

## Schedule "A"

## Quarterly Report

1. The Recipient shall submit to the Designated Contact a Quarterly Report no later than thirty (30) days after the end of each reporting period, as set out in section 8 of this Agreement.
2. A Quarterly Report must include:
  - (a) detailed financial statements (statements of all revenues and expenditures and a statement of financial position) in a form as may be required by the GNWT from time to time; and
  - (b) bank statements.

# REQUEST FOR COUNCIL DECISION

Meeting Dates: April 12, 2023

RFCD #: 2023-SAO-031

## TOPIC

**Utilidor Replacement Blocks 28, 50, and 51**

## BACKGROUND

The Utilidor Replacement Blocks 28, 50 and 51 Tender closed at 2:00 p.m. on March 16, 2023.

One bid was received as follows:

Beaufort Mechanical Services Ltd – \$2,637,140.00 plus an owner’s contingency of \$250,000 for a total estimated price of \$2,887,140.00.

## FINANCIAL IMPLICATIONS

The tender price is under the 2023 Capital Budget allocation (\$3,325,000) by \$296,000 however engineering fees for the project will come out of the \$296,000. Overall, the project is expected to be at or under budget.

## STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

This item is not on the strategic priorities plan or chart. It was, however, identified by Council as a priority as a capital budget item.

## OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

This project is part of the overall long term utilidor replacement plan.

## OPTIONS

Council has three options:

1. Approve the awarding of the Tender for the tendered amount
2. Refer the document back to Administration with suggested changes
3. Not accept the tender as presented and cancel this year’s project

## RECOMMENDATION

### OPTION #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby awards the Utilidor Replacement Block 28, 50 and 51 Tender Contract to Beaufort Mechanical Services Ltd. for the tendered price of \$2,887,140.00.”**

### OPTION #2:

**“BE IT RESOLVED THAT Inuvik Town Council hereby requests that Administration with suggested changes.”**

### OPTION #3:

**“BE IT RESOLVED THAT Inuvik Town Council hereby cancels the utilidor replacement project for 2023.”**

*Signature – Grant Hood, SAO*



# REQUEST FOR COUNCIL DECISION

Meeting Dates: April 12, 2023

RFCD #: 2023-SAO-032

## TOPIC

### Water Treatment Plant Beam Installation

## BACKGROUND

The WTP Hoist Rails and Column Relocation Tender closed at 2:00 p.m. on March 16, 2023.

One bid was received as follows:

Beaufort Mechanical Services Ltd – \$134,120.00

## FINANCIAL IMPLICATIONS

This tender price is at the budgeted 2023 Capital expenditures (\$135,000) for this project

## STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

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

## OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

## OPTIONS

Council has three options:

1. Approve the awarding of the Tender for the tendered amount
2. Refer the document back to Administration with suggested changes
3. Not accept the tender as presented and cancel this year's project

## RECOMMENDATION

### OPTION #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby awards the WTP Hoist Rails and Column Relocation Tender Contract to Beaufort Mechanical Services Ltd. for the tendered price of \$134,120.00.”**

### OPTION #2:

**“BE IT REOLVED THAT Inuvik Town Council hereby requests that Administration review the project, reduce the scope of the project and re-tender the project.”**

### OPTION #3:

**“BE IT RESOLVED THAT Inuvik Town Council hereby cancels the WTP Beam Installation project for 2023.”**

Signature – Grant Hood, SAO



# REQUEST FOR COUNCIL DECISION

Meeting Dates: April 12, 2023

RFCD #: 2023-SAO-033

## TOPIC

**Land Inventory Report**

## BACKGROUND

Council has as part of the Strategic Priorities Chart requested a land inventory report.

## FINANCIAL IMPLICATIONS

There are no financial implications.

## STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

This item is on the strategic priorities chart.

## OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

This is for information purposes only and is not to be used for financial sales figures for a number of the properties as those figures would have to be set via by-law with council

## OPTIONS

Council has two options:

1. Accept the report and remove from the strategic priorities chart
2. Refer the document back to Administration with suggested changes

## RECOMMENDATION

### OPTION #1:

**“BE IT RESOLVED THAT Inuvik Town Council hereby accepts the land inventory report and directs administration to remove the item from the Strategic Priorities Chart.”**

### OPTION #2:

**“BE IT REOLVED THAT Inuvik Town Council hereby requests that Administration review the report and provide additional information as requested.”**

*Signature – Grant Hood, SAO*



Plan	Blk or Group	Lot	Roll #	DESCRIPTION	Assessed Value	Book Value	Notes:
633	49	7	6330049000700	49 Industrial Rd	24,500	\$11,439.00	
636	56	18	6360056001800		12100.	\$1.00	no road access at this time
636	56	19	6360056001900		12600.	\$1.00	no road access at this time
636	56	20	6360056002000		10100.	\$1.00	no road access at this time
636	59	6	6360059000600		8900.	\$1.00	no road access at this time
636	59	7	6360059000700		8900.	\$1.00	no road access at this time
636	59	8	6360059000800		8900.	\$1.00	no road access at this time
636	59	9	6360059000900		12400.	\$1.00	no road access at this time
636	59	10	6360059001000		8900.	\$1.00	no road access at this time
636	59	11	6360059001100		8900.	\$1.00	no road access at this time
636	59	12	6360059001200		8900.	\$1.00	no road access at this time
636	59	15	6360059001500		7200.	\$1.00	no road access at this time
636	59	16	6360059001600		7700.	\$1.00	no road access at this time
636	59	17	6360059001700		8100.	\$1.00	no road access at this time
636	59	18	6360059001800		8500.	\$1.00	no road access at this time
636	59	19	6360059001900		12400.	\$1.00	no road access at this time
636	59	20	6360059002000		13500.	\$1.00	no road access at this time
694	15	1-2	6940015000120	15 Franklin	11400.	\$34,600.00	Community Use Zoning
732	3	1	7320003000100	Corner Navy & Mackenzi	44200.	\$1,711.00	
873	15	1-3	8730015000130	17 Franklin Road	67900.	\$1,455.00	Community Use Zoning
873	15	1-4	8730015000140	19 Franklin	34500.	\$1,385.00	Community Use Zoning
873	15	1-5	8730015000150	21 Franklin	33500.	\$1,385.00	Community Use Zoning
929	71	29	9290071002900	Future utilidor row	33500.	\$32,000.00	
1040	78	1	10400078000100	Navy Rd - Jacobs	36,000	\$26,528.69	
3820	98	8	38200098000800	42 Willow Rd	16,700	\$20,000.00	
3820	98	19	38200098001900	20 Willow Rd	17,300	\$20,000.00	
3820	98	20	38200098002000	18 Willow Rd	16,700	\$20,000.00	
3820	98	21	38200098002100	16 Willow Rd	16,700	\$20,000.00	
3820	98	22	38200098002200	14 Willow Rd	16,700	\$20,000.00	
3820	98	25	38200098002500	53 King Rd	11,700	\$26,000.00	
3820	98	29	38200098002900	35 King Rd	17,500	\$22,000.00	
3820	98	30	38200098003000	33 King Rd	17,500	\$22,000.00	
3820	98	31	38200098003100	31 King Rd	18,600	\$26,000.00	
3820	98	32	38200098003200	25 King Rd	26,700	\$30,789.39	
3820	98	33	38200098003300	21 King Rd	18,300	\$26,000.00	
3833	71	73	38330071007300	65 Ruyant Cr	48,200	\$39,260.00	R1
3833	71	74	38330071007400	67 Ruyant Cr	48,100	\$39,260.00	
3834	34	88	38340034008800	Bompas St	35,300	\$13,325.00	No Utilidor
3834	34	89	38340034008900	Bompas St	36,300	\$13,325.00	No Utilidor
3834	34	90	38340034009000	Bompas St	36,500	\$13,325.00	No Utilidor
3834	34	91	38340034009100	Firth St	37,600	\$13,325.00	No Utilidor
3834	34	92	38340034009200	Firth St	36,700	\$13,325.00	No Utilidor
3834	34	93	38340034009300	Firth St	36,700	\$13,325.00	No Utilidor
3834	34	94	38340034009400	Firth St	36,700	\$13,325.00	No Utilidor
3834	34	95	38340034009500	Firth St	36,400	\$13,325.00	No Utilidor
3834	34	96	38340034009600	Firth St	37,000	\$13,325.00	No Utilidor
3834	34	97	38340034009700	Firth St	36,800	\$13,325.00	No Utilidor
3834	34	98	38340034009800	Firth St	36,800	\$13,325.00	No Utilidor
3834	34	99	38340034009900	Firth St	36,800	\$13,325.00	No Utilidor
3834	34	100	38340034010000	Firth St	36,800	\$13,325.00	No Utilidor
3834	34	101	38340034010100	Firth St	36,800	\$13,325.00	No Utilidor
3834	34	102	38340034010200	Firth St	36,800	\$13,325.00	No Utilidor
3834	34	103	38340034010300	Firth St	36,800	\$13,325.00	No Utilidor
3834	34	104	38340034010400	Firth St	3,680	\$13,325.00	No Utilidor
3834	34	105	38340034010500	Firth St	36,800	\$13,325.00	No Utilidor
3834	34	106	38340034010600	2 Carmichael W	36,700	\$13,625.00	No Utilidor
3834	34	107	38340034010700	4 Carmichael W	36,700	\$13,625.00	No Utilidor
3834	34	108	38340034010800	6 Carmichael W	36,700	\$13,625.00	No Utilidor
3834	34	109	38340034010900	8 Carmichael W	36,700	\$13,625.00	No Utilidor
3834	34	110	38340034011000	10 Carmichael W	36,700	\$13,625.00	No Utilidor
3834	34	111	38340034011100	12 Carmichael W	36,700	\$13,625.00	No Utilidor
3834	34	112	38340034011200	14 Carmichael W	36,700	\$13,625.00	No Utilidor
3834	34	113	38340034011300	16 Carmichael W	36,700	\$13,625.00	No Utilidor
3834	34	114	38340034011400	18 Carmichael W	36,700	\$13,625.00	No Utilidor

Plan	Blk or Group	Lot	Roll #	DESCRIPTION	Assessed Value	Book Value	Notes:
3834	34	115	38340034011500	20 Carmichael W	38,000	\$13,625.00	No Utilidor
3834	34	116	38340034011600	22 Carmichael W	37,100	\$13,625.00	No Utilidor
3834	34	117	38340034011700	24 Carmichael W	40,200	\$13,625.00	No Utilidor
3834	34	118	38340034011800	26 Carmichael W	42,700	\$13,625.00	No Utilidor
3834	34	125	38340034012500	17 Carmichael E	39,700	\$29,500.00	
3834	34	127	38340034012700	13 Carmichael E	66,500	\$29,000.00	
3834	35	27	38340035002700	12 Carmichael E	63,800	\$55,600.00	
3834	35	28	38340035002800	14 Carmichael E	63,800	\$55,600.00	
3834	35	29	38340035002900	16 Carmichael E	63,800	\$55,600.00	
3834	35	34	38340035003400	13 Carmichael W	63,800	\$55,600.00	
3834	35	35	38340035003500	11 Carmichael W	63,800	\$55,600.00	
3834	35	37	38340035003700	7 Carmichael W	63,800	\$55,600.00	
3834	94	1	38340094000100	Firth St	37,900	\$13,325.00	No Utilidor
3834	94	2	38340094000200	Firth St	37,900	\$13,325.00	No Utilidor
3834	94	3	38340094000300	Firth St	37,900	\$13,325.00	No Utilidor
3834	94	4	38340094000400	Firth St	37,900	\$13,325.00	No Utilidor
3834	94	5	38340094000500	Firth St	37,900	\$13,325.00	No Utilidor
3834	94	6	38340094000600	Firth St	37,900	\$13,325.00	No Utilidor
3834	94	7	38340094000700	Firth St	37,900	\$13,325.00	No Utilidor
3834	94	8	38340094000800	Firth St	37,900	\$13,325.00	No Utilidor
3834	94	9	38340094000900	Firth St	37,900	\$13,325.00	No Utilidor
3834	94	10	38340094001000	Firth St	37,500	\$13,325.00	No Utilidor
3834	94	11	38340094001100	Firth St	35,100	\$13,325.00	No Utilidor
3834	94	12	38340094001200	Firth St	32,800	\$13,325.00	No Utilidor
3834	94	13	38340094001300	Firth St	32,800	\$13,325.00	No Utilidor
3834	94	14	38340094001400	Firth St	35,400	\$13,325.00	No Utilidor
3834	94	15	38340094001500	Reliance St	38,200	\$13,325.00	No Utilidor
3834	94	16	38340094001600	Reliance St	38,100	\$13,325.00	No Utilidor
3834	94	17	38340094001700	Reliance St	38,100	\$13,325.00	No Utilidor
3834	94	18	38340094001800	Reliance St	38,100	\$13,325.00	No Utilidor
3834	94	19	38340094001900	Reliance St	38,100	\$13,325.00	No Utilidor
3834	94	20	38340094002000	Reliance St	38,100	\$13,325.00	No Utilidor
3834	94	21	38340094002100	Reliance St	38,100	\$13,325.00	No Utilidor
3834	94	22	38340094002200	Reliance St	38,100	\$13,325.00	No Utilidor
3834	94	23	38340094002300	Reliance St	37,900	\$13,325.00	No Utilidor
3834	94	24	38340094002400	Reliance St	37,900	\$13,325.00	No Utilidor
3834	95	2	38340095000200	Reliance St	131,800	\$1.00	

## REQUEST FOR COUNCIL DECISION

Meeting Dates: April 12, 2023

FCD #: 2023-SAO-034

### TOPIC

#### APPOINTMENTS TO THE 2023 MUNICIPAL BOARD OF REVISION SCHEDULED TO BE HELD AT 10:00 A.M. ON THURSDAY MAY 11, 2023

### BACKGROUND

Pursuant to Sections 30- & 31-Chapter P-10 of the Property Assessment and Taxation Act:

- 30 (2): “The Council of each Municipal taxing authority shall appoint, by resolution, at least three (3) persons as members of the Municipal Board of Revision.”
- 30 (3): “The members of a Municipal Board of Revision shall designate one (1) of the members as the Chairperson.”
- 30 (4): “A majority of the members of a Municipal Board of Revision must be persons who are not Council members.”
- 31 (3): “The Chairperson and other members of a Municipal Board of Revision may be paid the honoraria that the Council, by resolution, determines for the performance of their respective duties.

The Town of Inuvik has received one (1) complaint plus one (1) assessor’s correction. The deadline for complaints was January 31, 2023.

### FINANCIAL IMPLICATIONS

The cost of honorariums for the members is included in the 2023 interim budget.

### STRATEGIC PLAN OR PRIORITIES CHART IMPLICATIONS

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

### OTHER CONSIDERATIONS OR OPERATIONAL IMPACTS

This is an annual process directed by the *Property Assessment and Taxation Act*.

### OPTIONS

Council has three options:

1. Appoint the member 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**

The recommended motion is:

**“BE IT RESOLVED that pursuant to the Property Assessment and Taxation Act, S.30., 31, C.P-10, R.S.N.W.T., the Inuvik Town Council hereby appoints Donald Fisher to the 2023 Municipal Board of Revision at an honorarium of \$100.00 per half day and \$150.00 per full day.”**

*Signature – Grant Hood, SAO*

A handwritten signature in black ink, appearing to read 'G. Hood', is written inside a rectangular box.

## OVERVIEW

### DEPARTMENT MANDATE

To make Inuvik a desirable place to live, work, invest, meet, gather, and celebrate continues to be our central focus. Our small team fulfills this mandate by organizing, implementing, and administering a range of events, programs, campaigns, and initiatives to meet our objectives and priorities set by our Department, our Stakeholders and by Town Council.

### MARCH HIGHLIGHTS

- Winter Arctic Market
- Vancouver Outdoor & Adventure Show / Evening in the Arctic
- Annual Department Planning & Training
- Tourism Stakeholder Meeting

## MARKETING & COMMUNICATIONS COORDINATOR ACTIVITIES

### MANDATE

Corporate Communications (website, social media, department updates, public notices, media releases) special event coverage, resident and visitor engagement campaigns, tourism, small business, & event promotion.

### MONTHLY ACTIVITIES

- Vancouver Outdoor & Adventure Show / Evening in the Arctic
- Tourism Stakeholder Presentation & Summary Report of Vancouver Marketing Trip
- Annual Department Planning & Training

## SPECIAL PROJECTS & EVENTS COORDINATOR ACTIVITIES

### MANDATE

The coordination, planning and administration of special projects, events and workshops, responding to visitor inquiries, managing and distribution of visitor information and collateral, managing and administering promotional merchandise and retail sales, promotion of local businesses, artists, and tourism opportunities, assists in the coordination and administration of various working groups, stakeholder meetings, and community committees, and assists in the preparation, coordination, and implementation of various promotional activities such as tradeshow, conferences, & consumer engagement initiatives

### MONTHLY ACTIVITIES

- Inuvik Welcome Centre operations & administration
- Inventory & sale of Inuvik promotional items
- Inuvik Guide
- Winter Arctic Market
- Vancouver Outdoor & Adventure Show / Evening in the Arctic
- Summary Report of Vancouver Marketing Trip
- Tourism Stakeholder Meeting
- Annual Department Planning & Training

## DIRECTOR ACTIVITIES

### MANDATE

It is the mandate of the Director to manage the Inuvik Welcome Centre, the Staff, and to oversee the programs, events, services, campaigns, internal & external communications, and daily operations of the Department. The Director and her team work to serve the residents and visitors to the Town of Inuvik. Project management, community & stakeholder engagement, events, festivals, program & service delivery, supporting economic development opportunities for local businesses, tourism operators, artists, and residents, funding procurement, and promotion of Inuvik as a place to work, live, host a meeting, visit, and invest are important elements of the Director's ongoing priorities.

### MONTHLY ACTIVITIES

- Administrative Duties
- Municipal Communications
- Management of the Inuvik Welcome Centre
- Funding Procurement / Administration / Reporting
- Projects & Planning
  - Arctic Market
  - Small Business Pop-Up Shops
  - Vancouver Outdoor & Adventure Show
  - An Evening in the Arctic Media & Marketing Event
  - TOI Promotional Items
  - 2023 Inuvik Guide
  - 2023 Arctic Development Expo
  - Annual Department Planning & Staff Training
- Meetings & Events
  - Town Council Meeting
  - Zoom Call with Canadian North team re: ADE Sponsorship
  - Tourism Stakeholder Meeting

Please find available for download the following documents and meeting notes from our last Inuvik Tourism Stakeholder Meeting held on Friday, March 31.

<https://spaces.hightail.com/space/50EjPwwjjz>









# Protective Services

## 2023 First Quarter

### Report to Council











January to March 2023 Statistics

<p><b>Fires – 3</b></p> 	<p><b>Hazmat - 2</b></p> 	<p><b>Alarm - 21</b></p> 	<p><b>RCMP Assist -</b></p> 
<p><b>Other -</b></p> 	<p><b>Collision -</b></p> 	<p><b>Medical -</b></p> 	<p><b>2023 Total = 29</b></p> 



January to March 2023 Statistics

<p><b>Dogs - 37</b></p> 	<p><b>Taxis - 1</b></p> 	<p><b>Fire Support - 0</b></p> 	<p><b>Traffic - 4</b></p> 
<p><b>Patrols - 15</b></p> 	<p><b>Citations -</b></p> 	<p><b>Public Engagement + Public Behaviour- 3</b></p> 	<p><b>Emerg Line - 87</b></p> 

## **FIRE DEPARTMENT SUMMARY**

### **PUBLIC ENGAGEMENT AND PREVENTION**

During the first quarter of this year, Inuvik Firefighters participated in several public engagement sessions including the sunrise festival, hall tours and other public requests. Required fire drills were completed.

### **TRAINING**

In an effort to maintain professional standards and designation for services best suited to our Community and Partner Agencies, firefighters engaged in ongoing training sessions, advanced wilderness first aid instructor courses. We have 6 cohorts for the NFPA professional certification and anticipate they will be successfully certified by October. In March, we had an additional 8 drivers successfully complete the NFPA Apparatus Driver Operator certification course. In the first 3 months of this year, Inuvik Firefighters have contributed 1086 hours to train and maintain their skills to provide a safe, effective and efficient emergency response service to the community.

### **EMERGENCY RESPONSE**

The Fire Department responded to 16 incidents in December. These included Alarm Investigations, cooking fires and chimney fires.

2023	Training, Maintenance, Community Engagement	Personnel
2023-01-04	Hall Maintenance	19
2023-01-07	Sunrise Festival	22
2023-01-09	Officer Meeting	6
2023-01-11	SCBA confidence Search and Rescue	21
2023-01-15	Hall and Equipment Maintenance	5
2023-01-18	SCBA confidence obstacle course	17
2023-01-25	Equipment Inspections	11
2023-02-01	NFPA 1001 instructors and VEIS inhouse	9
2023-02-03	Wilderness First Aid Instructor	6
2023-02-04	Wilderness First Aid Instructor	6
2023-02-05	Wilderness First Aid Instructor	6
2023-02-06	Wilderness First Aid Instructor	6
2023-02-08	Vent Enter Isolate Search Mackenzie	21
2023-02-09	Hall and Equipment Maintenance	5
2023-02-09	NFPA 1001 Student Orientation	11
2023-02-11	NFPA 1001 Skills Training	12
2023-02-15	Equipment Inspections	10
2023-02-20	Sparks Tour Firehall	2
2023-02-22	Vent Enter Isolate Search Mackenzie	16
2023-02-23	NFPA 1001 Study Session	7
2023-02-28	Officers Meeting	6
2023-03-01	Vent, Enter, Isolate, Search	14
2023-03-04	NFPA 1001 Firefighter Training Skills	5
2023-03-08	Pump Operations	13
2023-03-09	NFPA 1001 Firefighter Training Theory	5
2023-03-15	Driver Training, circle checks, obstacle course	12
2023-03-16	NFPA 1002 Apparatus Driver Operator Certification	8
2023-03-17	NFPA 1002 Apparatus Driver Operator Certification	7
2023-03-18	NFPA 1002 Apparatus Driver Operator Certification	8
2023-03-19	NFPA 1002 Apparatus Driver Operator Certification	8
2023-03-21	NFPA 1001 Firefighter Training Theory	3
2023-03-22	Pump Operations 3-line calculations	10
2023-03-23	NFPA 1001 Firefighter Training Exam	5
2023-03-26	NFPA 1001 Firefighter Training Skills	4
2023-03-29	Equipment Inspections	11
#sessions		35
Total Hours		1086

Incidents					
FD23-001	2023-01-03	5:29 AM	TUE	Alarm - malfunction, battery Mountainview	1
FD23-002	2023-01-04	4:04 PM	WED	Alarm - malfunction battery - Multiuse GNWT	2
FD23-003	2023-01-12	12:54 PM	THU	Alarm - mischief - East 3 high school	7
FD23-004	2023-01-17	1:10 PM	TUE	Alarm - malfunction power Hospital	5
FD23-005	2023-01-20	8:55 AM	FRI	Fire - Chimney - 35 Kingmingya	11
FD23-006	2023-02-03	5:26 PM	FRI	Fire - Dumpster Bompas	10
FD23-007	2023-02-06	2:10 PM	MON	Alarm - smoke - East 3 workshop	1
FD23-008	2023-02-06	3:20 PM	MON	Alarm - sprinkler - IDC	1
FD23-009	2023-02-06	7:07 PM	MON	Alarm - malfunction Duct Hospital	11
FD23-010	2023-02-10	11:36 AM	FRI	Hazmat - CO - 18 Stringer	3
FD23-011	2023-02-11	1:34 PM	SAT	Alarm - malfunction Nova Apt	3
FD23-012	2023-02-11	4:02 PM	SAT	Alarm - malfunction Nova Apt	3
FD23-013	2023-02-11	5:34 PM	SAT	Alarm - malfunction Nova Apt	3
FD23-014	2023-02-12	2:29 AM	SUN	Alarm - malfunction Aurora College Res	1
FD23-015	2023-02-15	10:11 PM	WED	Alarm - malfunction Duct Hospital	10
FD23-016	2023-02-16	5:10 PM	THU	Alarm - malfunction Duct Hospital	0
FD23-017	2023-02-17	2:34 AM	FRI	Fire - Smoke Investigation - Nova Apt	1
FD23-018	2023-02-24	1:34 AM	FRI	Alarm - malfunction Aurora College Res	0
FD23-019	2023-02-24	5:14 AM	FRI	Alarm - malfunction Aurora College Res	0
FD23-020	2023-02-28	2:09 AM	TUE	Alarm - malfunction Duct Hospital	1
FD23-021	2023-02-28	5:07 PM	TUE	Alarm - malfunction Chief Jim Koe Building	1
FD23-022	2023-03-04	8:29 AM	SAT	Alarm - Mischief Pull Station Bompas Apt	2
FD23-023	2023-03-05	9:28 AM	SUN	Alarm - Mischief Pull Station Bompas Apt	2
FD23-024	2023-03-05	4:35 PM	SUN	Hazmat - Smell of Gas investigation Centennial	2
FD23-025	2023-03-16	12:39 PM	THUR	Alarm- Cooking Smoke - Hospital LTC	1
FD23-026	2023-03-29	2:09 PM	WED	Alarm - Malfunction Chief Jim Koe Blg	2
				# incidents	26
				Total Hours	84



## MUNICIPAL ENFORCEMENT SUMMARY SUMMARY

During the first 3 months of 2023 Municipal Enforcement remained busy with calls and interventions regarding dogs at large, injured, or deceased animals and other incidents. In most cases, dog owners have been contacted and provided with education/intervention to reduce community risk.

We continue to struggle to find rescues for dogs in custody, so the pound remains at capacity. Sadly, some of the animals have been in our care since September. The Peace officers have been providing care and enrichment activities to lesson the psychological impact of limited interactions for the dogs who have been in there for extended periods. While we have been able to get one or two out, they are quickly replaced by dogs at large, who are not claimed by owners.

Semi annual Taxi renewals and administration has been complete.

At the request of council, and with the warmer weather, patrols in the downtown core have increased.

### COMPLAINT INTERVENTION/RESPONSE

Report Type	Total
Agency Assistance (ENR, EHO, RCMP)	2
Aggressive Dogs – complaint line or emergency line	2
Deceased or injured Animals – most due to mvc's or animal interaction	6
Dogs at large – received via complaint line, emergency line or observed on patrol	16
Dog bite – as reported	1
Dog incidents - fights or other incidents	3
Dog surrender - inquiry or intervention	7
Complaints Barking	0
Complaints neglect	0
General inquires - euthanasia, vet, licence	1
Wildlife	2
Taxis – permits and admin	24
Taxis – complaints	1
Parking	3
Highway Traffic Act	1

### PROACTIVE ENGAGEMENT

Activity/Incident Type	Total
Public Outreach, education, events	3
Traffic and Foot Patrols	15
Fly animal out	2

**Respectfully Submitted,**  
**Peace Officer Raven Firth, Peace Officer Carl Morada**  
**Director of Protective Services Cynthia Hammond**

**Town of Inuvik**  
**Operating Budget Variance**  
**For the 2 Months ending February 28, 2023**

	2023 <u>Budget</u>	2023 <u>Budget to Date</u>	2023 <u>Actual</u>	<u>Variance</u>	<u>%</u>	<u>Notes</u>
<b>REVENUE</b>						
Administrative	\$ 8,374,723	\$ 2,293,519	\$ 2,361,970	\$ 68,451	3%	
Protective Services	65,000	9,583	45,780	36,197	378%	1
Public Works	25,000	-	-	-	0%	
Environmental	687,500	56,875	40,540	(16,335)	-29%	2
Tourism	308,500	36,000	59,453	23,453	65%	3
Recreation	388,600	53,483	90,987	37,503	70%	4
Library	84,800	383	113	(271)	-71%	
Fiscal	4,165,172	140,000	14,915	(125,085)	-89%	5
<b>Total Revenue</b>	<b>\$ 14,099,295</b>	<b>\$ 2,589,843</b>	<b>\$ 2,613,758</b>	<b>\$ 23,914</b>	<b>1%</b>	
<b>EXPENSES</b>						
Administrative	\$ 3,498,563	\$ 363,667	\$ 326,497	\$ 37,169	-10%	6
Protective Services	917,554	150,165	118,390	31,775	-21%	7
Public Works	1,642,285	185,179	179,017	6,161	-3%	
Environmental	994,200	156,667	73,299	83,368	-53%	8
Tourism	898,114	128,951	127,079	1,872	-1%	
Recreation	3,691,618	605,454	431,648	173,807	-29%	9
Library	469,327	76,149	68,331	7,817	-10%	10
Fiscal	801,000	133,500	135,444	(1,944)	1%	
<b>Total Expense</b>	<b>\$ 12,912,661</b>	<b>\$ 1,799,731</b>	<b>\$ 1,459,705</b>	<b>\$ 340,026</b>	<b>-19%</b>	
<b>Surplus / (Deficit)</b>	<b>\$ 1,186,634</b>	<b>\$ 790,113</b>	<b>\$ 1,154,053</b>	<b>\$ 363,940</b>		
Land Fund Revenue	\$ 3,848	\$ 583	\$ 500	\$ (83)	-14%	
Land Fund Expenditure	100	17	-	17	-100%	
<b>Surplus / (Deficit)</b>	<b>\$ 3,748</b>	<b>\$ 567</b>	<b>\$ 500</b>	<b>\$ (67)</b>		
Utility Fund Revenue	\$ 3,513,565	\$ 178,644	\$ 186,557	\$ 7,914	4%	
Utility Fund Expenses	3,232,669	699,146	487,386	211,760	-30%	11
<b>Surplus / (Deficit)</b>	<b>\$ 280,896</b>	<b>\$ (520,502)</b>	<b>\$ (300,829)</b>	<b>\$ 219,673</b>		
<b>Total Surplus / (Deficit)</b>	<b>1,471,278</b>	<b>270,177</b>	<b>853,724</b>	<b>583,547</b>		
<b>Capital Project Funding</b>						
Community Public Infrastructure	\$ 4,555,956	\$ 35,833	\$ 27,623	\$ 8,210	-23%	12
Gas Tax	798,210	55,000	55,141	(141)	0%	12
Transfer from Reserves	121,799	111,529	189	111,339	-100%	12
Contribution Agreements and other funding	1,954,630	-	50,568	(50,568)	0%	13
<b>Total Capital Project Funding</b>	<b>\$ 7,430,595</b>	<b>\$ 202,362</b>	<b>\$ 133,521</b>	<b>\$ 68,841</b>	<b>-34%</b>	
<b>Capital Projects</b>						
Water Utility	\$ 4,960,000	\$ 55,000	\$ 55,141	\$ (141)	0%	
Other Capital Projects	\$ 3,941,873	\$ 35,833	\$ 30,735	\$ 5,098	-14%	
<b>Total Capital Projects</b>	<b>\$ 8,901,873</b>	<b>\$ 90,833</b>	<b>\$ 85,876</b>	<b>\$ 4,957</b>	<b>-5%</b>	
<b>Net Capital Projects</b>	<b>\$ (1,471,278)</b>	<b>\$ 111,529</b>	<b>\$ 47,645</b>	<b>\$ 63,883</b>	<b>-57%</b>	
<b>Surplus (Deficit) after Transfers</b>	<b>-</b>	<b>381,706</b>	<b>901,369</b>	<b>(519,664)</b>	<b>136%</b>	
Amortization	3,500,000					

**Notes**

- 1 Receipt of Highway Rescue funding
- 2 Tipping fee revenue
- 3 Increased sunrise festival donations and special project funding timing
- 4 Increased Ice rentals and facility rentals
- 5 CCBF (Gas Tax) tax transfer for loan payments timing
- 6 Utility & legal expense timing
- 7 Med slary vacancy and Fire supplies
- 8 Solid waste collection and facility maintenance payment timing
- 9 Salary vacancies, utility cost timing,
- 10 Overall expense lower than budget
- 11 Repairs and maintenance timing and utilities
- 12 Timing of entry in relation to capital expenditures
- 13 Arctic Energy Alliance funding not budgetted.

**CAPITAL PROJECTS REPORT FOR COUNCIL  
As Of March 31, 2023**

**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	3,325,000	3%	55,141	Tender award presented to Council April 12
WTP - Beam installation	135,000	3%	2,926	Tender award presented to Council April 12
Sewage Lagoon	1,500,000	1%	55,755	Tender being prepared
Haul All Garbage Bins	84,895	0%		Order quantities being developed
Expand Solid Waste Site and Install Fencing	800,000	0%		Revised project scope being prepared for tender
Garbage Bin Pad Improvement	25,000	0%		Awaiting summer construction season
Breynat Road Rehabilitation	1,806,173	5%	758	Awaiting construction season to start project
Fitness Equipment	15,000	0%		Items will be ordered as needed
Conference Equipment	20,000	0%		Items will be ordered as needed
Vehicle	70,000	2%		Model type being reviewed for order
Firehall bathroom renovation	30,000	100%	32,563	Project completed
Fire Training Site refurbishment	30,000	0%		Evaluation of needs ongoing
MSC Flooring replacement	70,000	0%		Final requirements and quotes be finalized
SCBA Replacement	65,700	100%		Annual payment year 2 of 5
MSC Concession equipment	100,000	5%		Due to staffing shortages project on hold for the next month
Additional dressing room	750,000	1%	17,250	Tender nearing completion for release
Flooring replacement for Firehall	10,000	0%		To be completed in conjunction with MSC flooring replacement
Signage for Chief Jim Koe Park	20,000	1%		Initial work for design ongoing
Discovery Inuvik signage	20,000	40%		Order placed and expected delivery later this year
Pool signage	15,000	0%		Final requirements be completed before ordering



**COMMUNITY SERVICES DEPARTMENT  
REPORT TO COMMITTEE OF THE WHOLE  
MARCH 2023**

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

March was a very busy but great month as we opened the Pool on March 18<sup>th</sup>. Many thanks to everyone who had a hand in getting us to this point. (too many people to mention by name) The Sauna is now open and we are looking forward to getting the Steam Room and Hot Tub in operation as soon as possible. We (and the Public) are extremely grateful for the swimming sponsorship made by the Inuvialuit Regional Corporation for free swims for the month of April. (Announcement attached) Thanks to Jackie who posted the announcement with a thank you on the Town website and Facebook pages.

We are in the process of taking the ice from both the Arena and Curling Pads in preparation for the Muskrat Jamboree and a rental by the Aboriginal Sports Circle of the Northwest Territories for training personnel for the Northern and Dene Games.

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

Arena

Inuvik Minor Hockey hosted their annual hockey tournament – Gwich'in Cup. This tournament started March 9<sup>th</sup> through 12<sup>th</sup>. All Minor Hockey divisions were included. Youth from around the delta were also in attendance to participate in their respective divisions.

Public skating participation dropped off slightly during the week of March 20-24 and slightly more the following week as the Pool had just reopened.

Lower participation was also noted during the last glow in the dark skate, held March 24<sup>th</sup>, although, glow in the dark skates were a very popular activity over the winter season.

The Inuvik Old Timer Hockey Association held a mini tournament on March 31- April 1<sup>st</sup> to wrap their season. There were three teams total with an average of 12 players per team. A recommendation was made to host the tournament earlier in the season.

Ice at the Roy Ipana Memorial Arena is scheduled to be removed the first week of April. General Maintenance repairs will take place following the ice removal.

East Three staff and students and the Children's First Center came skating multiple times this month.

Fitness Centre

The MSC Fitness Centre is operating with little to no repairs needed to equipment. Attention has been given to some of the older equipment and will require parts replaced to extend the machines life. Postings to remind members of muddy shoes will be posted in efforts to educate them on the importance of having clean indoor shoes for the spring/ mud season.

Staff Training

Tim Van Dam from the NWTRPA (Northwest Territories Parks and Recreation Association) was here to teach the Pool Operations Level 1 & 2 course. Six staff were in this training with 5 more from outlying communities in to take the course. The Course was facilitated by MACA. Tim also delivered Recreation Mental Health training and HIGH 5 training to Recreation Staff. This was a great opportunity for newer staff to get training. Six (6) Staff were in attendance for Rec. Mental and five (5) for the HIGH 5 training.

Pool Opening - Celebration BBQ

A BBQ was held on March 18<sup>th</sup> for the grand re-opening of the MSC pool. Swimmers were happy to enjoy a free BBQ snack after each swim time in the Pool Lobby. BBQ Hotdogs and Smokies, coffee, tea, juice and other snacks were available.

**RENTAL ACTIVITIES REPORT**Community Hall

- Dene Nation – 1 day
- Environment & Natural Resources – 2 days
- IRC – Drum Dance Workshop – 6 days
- Pool Operator 1 & 2 Course – 5 days
- Mental Health for Recreation Workshop – 1 day
- Kuzuri Judo Tournament – 1 day
- Brownies/Girl Guides – 3 days
- Arctic Market – 1 day
- GTC – Gwich'in Cup – 3 days
- High Five Workshop – 1 day
- NWT Courts – 1 day
- Kuzuri Judo – 1 day

Community Lounge

- Kuzuri Judo – 1 day
- Community Services – Pool Course – 3 days
- University of Ottawa – Boating Safety – 1 day
- Makeway Charitable – 1 day
- NWT Recreation & Parks Assoc. – Awards – 1 day
- Boot Camp – 7 days
- NWT Courts – 1 day
- Beaufort Delta Education Council – Workshop – 1 day
- Justice Committee – Yoga – 3 days
- Tourism Stakeholder Meeting – 1 day

Pool Lobby

- Inuvik Minor Hockey – meeting – 1 day

Play Zone

- Birthday Parties - 7

Sundog Room

- Joint Secretariat – meeting – 2 days
- Yukon Gov't – Job Fair – 1 day
- Journalists for Human Rights – 6 days
- Inuvik Rangers – 4 days
- Inuvik Minor Hockey – training – 1 day

Arena

- Private Ice Rentals – 5

Swimming Pool

- Rentals – 7

Cancellations

- Community Hall – NWT Courts – 1 day
- Community Hall – Private Rentals – 2 days
- Community Hall – Totally Arctic Wrestling – 1 day
- Community Hall – JP Court – 3 days
- Community Hall – GTC – Language Gathering – 3 days
- Community Lounge – NWT Courts – 1 day
- Community Lounge – IRC – Food Safe Workshop – 1 day
- Community Lounge – Department of Fisheries & Oceans – 1 day
- Community Lounge – East Three Canoe Club – 1 day
- Community Lounge – Inuvialuit Regional Corporation – Blanket Project Art Exhibit – 31 days
- Community Lounge – Boot Camp – 2 days
- Community Lounge – Brownies/Girl Guides – 1 day
- Community Lounge – Joint Secretariat – 2 days
- Sundog Room – Pool Training Courses – 3 days
- Sundog Room – Parks Canada – 1 day
- Pool Lobby – Birthday Parties – 2 days
- Play Zone – Birthday Parties – 4 days

**AQUATIC REPORT – Shandy Onishenko – Aquatic Supervisor**

The aquatics staff completed 5 additional days of training over the first two weeks of March.

The pool successfully opened March 18<sup>th</sup>!

All public and family swims have been running at full capacity.

Lane swim participants continue to grow, and the adult swim has slowed down for now.

Aquafit had an astounding 19 participants this week and we anticipate more in the weeks to come. This program may be capped depending on equipment availability.

The full time aquatic staff and some arena staff completed Pool Operator Level 1 and 2 at the end of March.

Pass/fails will be identified following test results in the coming weeks.

The sauna is now fully operational and a health inspection is planned for early April. We anticipate opening this feature next week following a successful inspection.

The pool will be closed Friday April 7<sup>th</sup> for Good Friday.

Swim lesson registration opens Tuesday April 11<sup>th</sup>! Lessons begin April 19<sup>th</sup> and 22<sup>nd</sup> for 10 week sets.

Original lifeguard courses resume May 6<sup>th</sup> and will run every weekend until June 25<sup>th</sup>. We anticipate 10-14 candidates and potential future hires.

We look forward to receiving submissions for the Lifeguard Uniform Community Art Contest.



# FREE SWIMMING

## IRC Sponsoring Inuvik Swimming Pool

The **Inuvialuit Regional Corporation** is pleased to announce the sponsorship of **FREE SWIMMING for all** for the month of April!

Providing the opportunity to come together around a shared activity ensures that youth and other community members can socialize, learn new skills, and have fun in a safe and engaging environment.

*Please refer to the Town of Inuvik Aquatic Schedule for swim times.*



# STRATEGIC PRIORITIES CHART

June 15, 2022

## COUNCIL PRIORITIES (Council & SAO)

COUNCIL PRIORITIES (Council & SAO)	
<b>NOW</b> 1. <b>TRIPARTITE LEADERSHIP 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 August 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 Metering 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 - November 2. Council Indemnity Bylaw: Review - September 3. <b>RESIDENTIAL PROPERTY: INVENTORY</b> - Aug. <ul style="list-style-type: none"> <li>• Cross Training Program</li> <li>• E-Service Portal: Launch</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> – Sept <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. UNSIGHTLY PROPERTY: Ops Guidelines - 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> - 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	<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	





Nov 09, 2022  
Application No. 5449

## Application for Multiyear Research

I would like to inform the Town of Inuvik that an application for a Northwest Territories Scientific Research Licence has been received by the Aurora Research Institute. Application No. 5449 was submitted by:

Dr Emily Henry  
Social Science Centre, 34301  
1151 Richmond St  
Western University  
Phone: 905 375 2322  
Email: ehenry33@uwo.ca

to conduct the following study:  
Towards Inuvialuit Heritage Data Sovereignty: Current Practice and Paths Forward

For the following years:  
2022 to 2024

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 #5449

# Towards Inuvialuit Heritage Data Sovereignty: Current Practice and Paths Forward

Year: 2023      Length Of Project: Year 1 of 2

Inuvialuit Settlement Region, Gwich'in Settlement Area

Social Sciences

## Principal Investigator:

Dr Emily D Henry  
Western University  
Social Science Centre, 34301  
1151 Richmond St  
Western University  
London, ON  
N6G 2V4, Canada  
Phone: 905 375 2322  
Email: ehenry33@uwo.ca

## Primary Contact Information:

Dr Emily D Henry  
Social Science Centre, 3301  
1151 Richmond St  
Western University  
London, ON  
N6G 2V4, Canada  
Phone: 9053752322  
Email: ehenry33@uwo.ca

## Research Supervisor Information:

Dr Lisa Hodgetts  
Social Science Centre, 3427  
1151 Richmond St  
Western University  
London, ON  
N6G 2V4, Canada  
Phone: 5196612053  
Email: lisa.hodgetts@uwo.ca

## Emergency Contact Information:

Alisha Henry

25 Peacock Blvd.  
Port Hope, ON  
L1A 2X2, Canada  
Phone: 226 992 0023  
Email: a.henry37@live.com

Team Members:  
Emily Henry

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## Research Locations

### Description for where research will be carried out:

Henry (PI; Student Researcher) will spend time (up to 3 weeks) in Yellowknife, NWT, specifically conducting research at the Prince of Wales Northern Heritage Centre (PWNHC); Henry will also spend time (up to 3 weeks) in Inuvik, NWT, specifically conducting research based out of the Inuvialuit Cultural Centre (ICC).

### Location Coordinates:

68.36 ° Latitude || -133.723 ° Longitude

### Location Description:

Inuvik, NWT

62.454 ° Latitude || -114.371 ° Longitude

### Location Description:

Yellowknife, NWT

### Communities:

Inuvik

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## Project Description

### Dates of Research Activity:

Start Date: Jun 01, 2023 -- End Date: Aug 10, 2023

### Objective:

To move towards Indigenous data sovereignty, my research will critically analyze Inuvialuit heritage data governance structures by examining the existing approaches to managing Inuvialuit heritage data and the perspectives of diverse actors involved in this process. My research asks: (1) What are Inuvialuit aims and concerns regarding heritage data sovereignty? (2) What data governance frameworks are currently in place in these contexts? (3) How do these frameworks support and/or undermine Inuvialuit data sovereignty? (4) What changes are needed to better support Inuvialuit data sovereignty and what are the barriers to implementing them?

I will work with four main constituencies: (1) Leadership of the Inuvialuit Regional Corporation; (2) staff at the Inuvialuit Cultural Centre; (3) staff at Prince of Wales Northern Heritage Centre; and (4) academic researchers involved in Inuvialuit digital heritage data projects. By identifying and supporting the need for Inuvialuit sovereign rights over their cultural heritage and suggesting best practices in Indigenous digital heritage data governance, my research will help improve Inuvialuit access, control, possession, and ownership over their digital cultural heritage

### Rationale:

As for many Indigenous communities, Inuvialuit histories and material cultures have been extracted by archaeologists and preserved within colonial heritage institutions. This process excludes Inuvialuit from

research on their heritage and removes their ancestors' belongings from important land-based webs of relationships within their communities (Lyons 2013; Curtis 2012; Hennessy et al. 2013). Digital databases and interactive digital resources, including the Inuvialuit Living History Project, can increase Indigenous communities' access to their cultural heritage in distant museums (Christen et al. 2017; Hodgson and Poulter 2012; Maurer 2022). They also offer the potential for Indigenous communities to control how, and by whom, their heritage is shared, represented, and accessed (Brown and Nicholas 2012; Christen 2011). Indigenous sovereignty over their digital heritage can counter the colonial asymmetries of power embedded in Western heritage management practices. It can also uphold Article 31 of the United Nations Declaration on the Rights of Indigenous Peoples, which states that Indigenous peoples have the right "to maintain, control, protect, and develop their cultural heritage" (United Nations 2007). In digital platforms and beyond, data governance remains a key issue for Indigenous communities in asserting their sovereign heritage rights. Indigenous data governance frameworks must be developed and implemented to guide digital platform preservation, accessibility, sustainability, and cultural appropriateness (Anderson and Christen 2019; Strathman 2019; Wallace 2021). My project will evaluate such issues and frameworks within the Inuvialuit context. My research will also produce a fuller understanding of how heritage centres, such as the PWNHC and the ICC, currently govern their collections and the associated records and information, and will gather the perspectives of these different stakeholder groups on how governance structures could and should operate. As one of the first projects to explore Indigenous data sovereignty in cultural heritage at this level of detail, my thesis will make important contributions to digital humanities and critical Indigenous studies research. By identifying and supporting the need for Inuvialuit sovereign rights over their cultural heritage, and suggesting best practices in Indigenous digital heritage data governance, my research will help improve Inuvialuit access, control, possession, and ownership over their digital cultural heritage. Many of the questions and challenges with respect to data sovereignty and best practices for digital data governance apply equally to repatriation. My research thus contributes to the ongoing efforts to decolonize archaeology, museology, and heritage policy.

## Methodology:

I will work with four main constituencies to understand the current data governance frameworks for Inuvialuit heritage and how they support and/or undermine data sovereignty: (1) Leadership of the Inuvialuit Regional Corporation (IRC) who are responsible for setting strategic priorities; (2) staff at the Inuvialuit Cultural Centre (ICC), the cultural arm of the IRC; (3) staff at Prince of Wales Northern Heritage Centre (PWNHC), who curate archaeological collections from Inuvialuit cultural sites and implement NWT heritage legislation; and (4) academic researchers involved in digital heritage projects in partnership with the ICC. I will conduct semi-structured interviews with individuals from all these constituencies, which include Inuvialuit community members (IRC, and ICC). Interviews with leadership and staff of the IRC and ICC will take place in person at the ICC in Inuvik, NWT; interviews with staff at PWNHC will take place in-person at the PWNHC in Yellowknife, NWT; interviews with academics in partnership with the ICC will take place virtually. I plan to interview between 10-40 individuals, spread out as evenly as possible across these four constituencies. Interviews will take approximately 1-2 hours. Interviews will be audio-recorded and supplemented by notes (either taken by hand or via laptop), as per participant consent. Willingness to be audio-recorded is not necessary for participation. In the interviews, I will ask questions to determine how these constituencies define data governance and data sovereignty, why/if they consider it important, what policies and/or legislation govern their approach to data governance, and what challenges they face in moving towards Inuvialuit data sovereignty. In other terms, I will ask how collections are managed, accessed, controlled, owned, and organized, by whom, and how these conditions are governed (or not) by legislative protocols and heritage policies.

In addition to these semi-structured interviews, I will also spend time at the ICC and PWNHC observing how their data governance processes are implemented to better understand how they relate to data sovereignty. To gather this information, I will utilize participant observation as a method. I will spend time volunteering at the ICC and PWNHC (approximately 20-80 hours at each). This will involve watching how the institutes are utilized on a day-to-day basis, participating in/listening to informal conversations about governance structures and collection management, and taking photographs of the space (no individuals or identifiable information will be pictured). This will allow me to investigate how, and by whom, files related to cultural sites and belongings, such as site records, collections catalogs, photographs, and oral history transcripts, are organized, protected, accessed, and controlled.



## Communication Plan:

The processes and results of my MA research will be shared with the participating constituencies and the broader Inuvialuit community in multiple ways: (1) through community meetings, (2) over social media, (3) through the ILHP website, and (4) through publication, in which all participating research constituencies will have access. By making my research steps and findings accessible, the possibility for response and engagement within Inuvialuit communities will increase and thus improve Inuvialuit data governance--reflecting the purposes of my research. Apart from the sharing of data, other ILHP team members will also be available to the Inuvialuit community through the same channels, allowing members of the community to voice concerns, share ideas, and further build relationality.

See Inuvialuit Living History website: [www.inuvialuitlivinghistory.ca](http://www.inuvialuitlivinghistory.ca) and Facebook page.

## Travel Arrangements:

During the week of June 11-17 2023, Henry (PI; Student Researcher) will fly from London, Ont (Western University) to Yellowknife, NWT. Henry will remain based in Yellowknife for 2-4 weeks. During this time, Henry will conduct research at the PWNHC.

Henry will then fly from Yellowknife, NWT to Inuvik, NWT (between July 5-12th), where she will stay for 2-4 weeks. During this time, Henry will conduct research at the ICC.

Henry will return to London, Ont (Western University) between July 31st-August 4th.

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## Ethics

Will you be interviewing or surveying NWT residents?

Yes

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

Western University of Ontario

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

Mar 09, 2023

How will you maintain participant confidentiality in your research?

The electronic data will be encrypted and stored on Henry's password protected laptop. It will be secured in a locked drawer in her locked office at Western.

A backup will be encrypted and stored on an external hard drive in a locked cabinet in Hodgetts' locked office at Western. Any paper copies of data will be stored in a locked filing cabinet in a locked institutional office belonging to the Principal Investigator. Full names will be recorded so that the researchers can contact participants about the publication of the study. Some participants may wish to forego the use of a pseudonym and have their name attached to any quotes used in publications. In Inuvialuit culture, it is often important to indicate the source of Inuvialuit Knowledge, which is understood as specific to individuals based on their experience. In such contexts, using a pseudonym could be considered disrespectful. Individual participants can decide whether and how they wish to be identified in our research. Individuals will be given a pseudonym in study records unless they indicate that they want to be identified by their name (either full or partial).

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

In addition to the Principal Investigator, the collaborator Henry will retain the study data for analysis purposes for the duration of the study and her Masters research in a locked personal computer and on a secure Western University online server. The electronic data will be encrypted and stored on a password protected laptop. A backup will be encrypted and stored on an external hard drive. Any paper copies of data will be stored in a locked filing cabinet in a locked office belonging to the Principal Investigator Lisa Hodgetts and student investigator Emily Henry. The data will be stored at the University of Western Ontario.

The research materials may also be archived at the Inuvialuit Cultural Centre (ICC), with participant consent. As part of a wider community-based research project, the research materials relating to this study are being collected in order to assist the Inuvialuit community, including those at the ICC, evaluate and consider data sovereignty and data governance structures. The information collected in this study will be helpful for the ICC to obtain, so that they can refer back to it/keep it on record. Having the files on record will be beneficial if the ICC decides to pursue future research on improving Inuvialuit data sovereignty at the center, and beyond. Allowing the ICC to retain the study materials increases their agency in the research, allows them to have sovereignty over the data (in which they helped produce), and contributes to capacity building, as it would allow them to continue research on the subject on their own. At the ICC, the archived data will be subject to government legislation and policies which outline and mandate how records are to be stored and how to appropriately approach confidentiality.

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## Supporting Information

### Potential Adverse Impacts:

Although it is unlikely, conversations about data sovereignty, which are largely related to Inuvialuit history and heritage, may invoke emotional stress on participants as it could bring to mind past and on-going traumatic experiences inflicted on the individual or the Inuvialuit community as a whole by colonialism.

### Adverse Impact Mitigation:

Henry will emphasize to participants that they can determine the topics of conversation and end conversations at any time. Henry has also prepared a list of available mental health supports to share with participants who may wish to access them. Available in all Letter of Intent and Consent Forms.

Participants can select the interview time and Henry will accommodate their schedules.

### Emergency Response Plan

I will check in with my Supervisor weekly and will be available by email and by phone throughout the duration of my time in Inuvik.

### Tags:

Inuvialuit Settlement Region; cultural heritage; Inuvialuit Living History Project; Inuvialuit Cultural Centre; Prince of Wales Northern Heritage Centre; data sovereignty ;

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## Distribution

Inuvialuit Regional Corporation  
Inuvik Community Corporation  
Town of Inuvik  
Inuvialuit Joint Secretariat

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Nov 09, 2022  
Application No. 5449

## Scientific Research Licence Comment Form

Town of Inuvik

### Project Details

Towards Inuvialuit Heritage Data Sovereignty: Current Practice and Paths Forward  
Submitted by: Dr Emily Henry  
Length of Project: 2 year(s)

### Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5449 :

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

Signature of Town of Inuvik official

PRINT NAME

*Grant Hood*

SIGNATURE

*[Handwritten Signature]*

DATE

*March 23, 2023*

# NWT Scientific Research Licence # 17238 Issued

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Please be advised that the NWT Scientific Research Licence has been issued to Dr. Rob McMahon for the project entitled: DigitalNWT -- Continuation of License 4885 . 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



March 28, 2023

## Notification of Research

I would like to inform you that Northwest Territories Scientific Research Licence No. 17238 has been issued to:

Dr. Rob McMahon  
University of Alberta  
10-16 Henry Marshall Tory Building  
Edmonton, AB  
T6G 2H4, Canada  
Phone: (780)492-5815  
Email: [rdmcmaho@ualberta.ca](mailto:rdmcmaho@ualberta.ca)

to conduct the following study:

**DigitalNWT – Continuation of License 4885 (5515)**

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.5515.

Along with research outcomes regarding digital technology adoption and use, this project continues to contribute to a strong foundation for sustainable, appropriate digital literacy training in the NWT, at a time of rapid development of digital infrastructure (through the Mackenzie Valley Fibre Link and other major investments). The project involves two primary activities: 1) identifying and training a cohort of community-based digital literacy instructors; and 2) co-developing a suite of digital literacy resources customized to the unique needs of these regions, and taught by instructors trained through this project. A project Advisory Board and Steering Committee directs and informs activities, including research data collection.

This project builds on Gwich'in Digital Literacy workshops developed and implemented in 2016-2018 as well as the DigitalNWT project (2019-2022). Through a "communities of practice" approach, the research team's cohort-based approach encourages knowledge-sharing and professional development both inside and across the NWT. Working with Aurora College's community adult educators, in the past two years the research team have been unable to host in-person training due to COVID and University travel restrictions, and have instead relied on Zoom sessions (2020) and pre-recorded training videos (2021). After each year's training, the 25-30 participating instructors will teach in their home communities.



Along with basic digital literacy skills drawn from existing resources by groups like Media Smarts, these materials highlight local economic and community development opportunities made available through digital technologies. Topic areas tied to digital literacy include self-government, culture/language revitalization, local/regional employment opportunities, and digital innovations taking place in the NWT. The research team also address negative impacts (inappropriate content, cyber-bullying, etc.). The goal is to use appropriate and relevant material to teach digital literacy. This customization is necessary, since digital technology adoption is not a “one size fits all” proposition. Materials aim to encourage and inspire digital innovators in the communities to launch their own projects, while mitigating the negative impacts digital technologies hold for community members.

Through this project we are conducting research on digital technology development, adoption and use through the NWT. This Aurora Research Institution (ARI) license applies to research activities associated with the project.

This current application utilizes the methodology developed for the GTC Digital Literacy projects in 2017 and 2018, and expanded upon in the DigitalNWT project in 2019-2022. At present the research team do not anticipate further changes to our existing data collection activities:

- 1) Interviews with key informants
- 2) Household surveys conducted by local researchers using in-person, telephone or online methods ([www.DigitalNWT.ca/surveys](http://www.DigitalNWT.ca/surveys))
- 3) SMS surveys
- 4) CIRA Internet Performance Test data (<https://www.digitalnwt.ca/cira-speed-test>)
- 5) Participant observation during site visits (pending COVID-19 social distancing)
- 6) Pre- and post-workshop surveys with digital literacy course participants.

The DigitalNWT project was developed by the project Advisory Board and Steering Committee: Inuvialuit Regional Corporation, Gwich'in Tribal Council, Sahtu Renewable Resources Board, T'licho Government, NWT Computers for Schools, Aurora College, and University of Alberta.

The project is hosted on MakeWay's Shared Platform.

This project's research activities, which are led by the University of Alberta, focus on digital technology adoption, development and use in the context of the NWT communities. Data collected through the procedures described in this application will also inform research outcomes (presentations, papers, etc.). Specific research activities have been reviewed and approved by the ethics offices of the University of Alberta and Aurora College. Research activities are closely integrated with the digital literacy activities (following the orientation as a participatory action research project).

Public outreach is a core component of this initiative, which heavily involves various NWT-based organizations and communities. The Project Description and Rationale sections provide details about engagement with individuals and communities in the NWT, including through digital literacy workshops and curriculum. The research team also provide information about the work on the project website ([www.DigitalNWT.ca](http://www.DigitalNWT.ca)), social media pages (e.g. [www.Facebook.com/digitalNWT](http://www.Facebook.com/digitalNWT)), and via news media and radio (such as through the Digital Traplins show on CKLB). Finally, the research team informs community leadership of research and results via letters and reports.

The fieldwork for this study will be conducted from March 27, 2023 to December 31, 2023.

Sincerely,

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Nicole Hammer  
Manager, Scientific Services

Distribution

Inuvialuit Regional Corporation  
Hamlet of Aklavik  
Hamlet of Ulukhaktok  
Town of Inuvik  
Hamlet of Paulatuk  
Sachs Harbour Hunters and Trappers  
Committee  
Tuktoyaktuk Community Corporation  
GTC Department of Cultural Heritage  
Tetlit Gwich'in Council  
Tsiigehtchic Charter Community Council  
Hamlet of Fort McPherson  
Ayonik Keh Land/Dugha Financial Corporation  
Deline Got'ine Government  
Tulita Dene Band Council  
Tulita Metis Land Corporation  
Norman Wells Renewable Resource Council  
Tlicho Government  
Akaitcho Territory Government  
K'ahsho Got'ine Land Corporation Limited  
Sahtu Secretariat Incorporated  
Inuvialuit Joint Secretariat

Aklavik Community Corporation  
Ulukhaktok Community Corporation  
Inuvik Community Corporation  
Paulatuk Community Corporation  
Sachs Harbour Community Corporation  
Hamlet of Sachs Harbour  
Hamlet of Tuktoyaktuk  
Ehdiitat Gwich'in Council  
Nihtat Gwich'in Council  
Tsiigehtchic Charter Community Gwichya  
Gwich'in Band  
Behdzi Ahda' First Nation Band  
K'ahsho Got'ine Charter Community Council  
Xahweguweh/Yamoga Land and Financial  
Corporation  
Fort Norman Métis Community  
Hamlet of Tulita  
Town of Norman Wells  
North Slave Métis Alliance  
Tulita District Land Corporation Limited  
Norman Wells Land Corporation  
Wek'èezhii Renewable Resources Board



Sep 29, 2022  
Application No. 5387

## 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. 5387 was submitted by:

Jena Mailloux  
969 Gillespie Place

Phone: 7786779560  
Email: [jena.b.mailloux@gmail.com](mailto:jena.b.mailloux@gmail.com)

to conduct the following study:  
Fostering inclusion for 2SLGBTQIA+ youth in Northern Canada through Applied Theatre research

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 #5387

# Fostering inclusion for 2SLGBTQIA+ youth in Northern Canada through Applied Theatre research

Year: 2023      Length Of Project: Year 1 of 1

Inuvialuit Settlement Region, Gwich'in Settlement Area

Social Sciences

### Principal Investigator:

Jena Brianne Mailloux  
University of Victoria  
969 Gillespie Place  
Mill Bay, BC  
VOR2P1, Canada  
Phone: 7786779560  
Email: jena.b.mailloux@gmail.com

Primary Contact Information:  
Same as Principal Investigator

Research Supervisor Information:  
Yasmine Kandil  
3800 Finnerty Rd  
Victoria, BC  
V8P5C2, Canada  
Phone: 250-853-3113  
Email: ykandil@uvic.ca

Emergency Contact Information:  
Bonnie Mailloux  
969 Gillespie Place  
Mill Bay, BC  
VOR2P1, Canada  
Phone: 7786770569  
Email: bonnie.fullmoon@hotmail.com

Team Members:

## Research Locations



Description for where research will be carried out:

**Communities:**

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

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## Project Description

**Dates of Research Activity:**

Start Date: May 01, 2023 -- End Date: Jun 10, 2023

**Objective:**

The purpose of this research is to explore the ways in which Applied Theatre can be used in educational settings to create safer environments for 2SLGBTQIA+ youth located in remote and rural communities. The research will take place both virtually and in Inuvik, Northwest Territories (NT), through a collaboration with teachers from the Gender and Sexuality Alliance Club. The data for the research will be collected in two parts: (a) a series of workshops with youth participants who identify as 2SLGBTQIA+ and/or allies, and (b) one educator training workshop to take place during Pride Week.

The youth workshops will explore the experiences of 2SLGBTQIA+ students and discuss their needs in relation to feelings of acceptance, safety, and celebration in their school environments. The educator training workshop will be developed using themes identified in the youth workshops, and will focus on the ways in which educators might begin to create inclusive environments for 2SLGBTQIA+ students. All workshops will be fully participatory in nature, using theatre techniques to foster group collaboration, develop trust, and increase understanding for 2SLGBTQIA+ youth.

provide educators and education bodies with tools they may draw on to promote positive change for 2SLGBTQIA+ students in their schools. The research design is meant to champion youth voices, providing 2SLGBTQIA+ students with space to express their wants and needs, and define inclusion on their own terms. Upon completion of the research, presentations will be made available to educators and education bodies regarding the research findings.

**Rationale:**

The proposed research takes place in Inuvik, Northwest Territories, within the Inuvialuit Settlement Region. The project will engage youth who are members of the Aurora Gender and Sexuality Alliance (GSA) club, using theatre to discuss how they feel both safe and celebrated in their school environment. As there is only one school GSA club for the Beaufort Delta Region, the project will also be open to youth participants from the Beaufort Delta Education District.

As part of their Education Renewal in the 2018/19 school year, the Department of Education, Culture, and Employment (ECE) within the Government of the Northwest Territories released a series of guidelines and resources related to ensuring safety and equity for 2SLGBTQIA+ students in schools. These guidelines were put together after a gathering of 2SLGBTQIA+ students and allies from across the territory, who discussed how schools might foster environments of safety and inclusion. This initiative speaks to a need for increased understanding of 2SLGBTQIA+ considerations amongst fellow peers and educators. Given this context, the research will work to further enhance steps taken by ECE to continue creating school cultures rooted in celebration, acceptance, and safety for 2SLGBTQIA+ students.

The proposed research will draw on the principles and promising practices noted in the guidelines, such as: "providing supports that respond to all student's needs", using a "whole school approach to promote healthy relationships and prevent and address bullying", and "providing staff with professional learning opportunities to better understand, support, and eliminate underlying prejudices" (Government of the Northwest Territories, 2018, p. 13). Through this initiative, the researcher will explore: (a) how theatre can empower queer youth to communicate their needs and (b) how theatre can be applied as a meaningful training tool for educators to better support the creation of a positive school community. As such, the proposed research has the potential to aid Education Bodies with the task of reviewing and revising their educational policies and

practices related to safety and inclusion for 2SLGBTQIA+ students, which is listed as an overall expectation noted within the guidelines that ECE has set forward.

#### Personal Interest:

For two years prior to starting graduate school, the lead researcher worked and lived in the Town of Inuvik. In addition, the lead researcher is a member of the 2SLGBTQIA+ community, which makes the content close to their heart.

#### Methodology:

The research methodology will combine Community-Based Participatory Action Research with Applied Theatre methods. The research design will include two components: (a) a series of youth workshops between May and June 2023 and (b) one educator training workshop during 'Pride Week' on June 7th, 2023. The youth workshops will focus on the experiences of queer students at school, exploring content that: values safety, acknowledges complex personhoods and celebrates "courage and resilience". The educator workshop will be informed by themes from the youth workshops and will seek to challenge heteronormative and cisnormative systems of oppression. Data will be collected from the workshops via participant engagement with embodied theatre exercises, image work, scene devising and group reflections.

#### Communication Plan:

As this project is a Participatory Action Research study, the research involves direct participation and engagement with: (a) the GSA teacher leaders at East Three Secondary School, (b) youth participants, and (c) educator participants throughout the duration of the work. The lead researcher has been in contact with the GSA teacher leaders of the project, who are active participants in the planning process of the project.

After the community component of the research, the lead researcher will develop a presentation regarding the research findings. The lead researcher will offer to present virtually to staff members at the Beaufort Delta Education District as a means of reporting back to the community.

#### Travel Arrangements:

-Travel by the lead researcher to Inuvik will be via plane

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## Ethics

Will you be interviewing or surveying NWT residents?

No

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

The data collected will be used for the following purposes:

- Lead researcher's Master's thesis
- Chapters or peer reviewed articles related to the research process and findings
- Conference presentations related to drama and/or education
- Executive summary and/or presentations to the Beaufort Delta Education District (to disseminate the research findings back to the community, which is a requirement for doing research in the region).

Data storage:

- Written transcription, video, and audio recordings will be kept on the lead researcher's personal, password protected computer. The files will be stored in password protected computer files.
- Any physical written materials will be stored in a locked cabinet in the lead researcher's home office, or in a locked cabinet at the Secondary school in Inuvik.

Data will be kept until the lead researcher's Master's thesis and a peer reviewed article is published (expected timeline = December 2024).

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## Supporting Information

### Potential Adverse Impacts:

#### Group A: Youth

- The youth participants are considered vulnerable. The research study has the potential for the following risks:
- Emotional discomfort or distress that may be triggered during group workshops due to previous or current negative experiences in their life related to stigma surrounding their gender-identity and/or sexual orientation
  - Fatigue from extra-curricular hours devoted to the project
  - The potential for incidental findings related to the safety and welfare of the participants

#### Group B: Educators

- Emotional discomfort or distress that may be triggered during group workshops related to feelings, experiences, or thoughts related to gender identity and/or sexual orientation

### Adverse Impact Mitigation:

#### Group A: Youth

To prevent and mitigate the risks, the researcher will:

- Apply the most up to date theory and practises in Applied Theatre, such as the use of Clark Baim's 'Drama Spiral'. The researcher will be aware of how to use the Drama Spiral, and will jump to a less vulnerable place in the spiral should it be necessary.
- Ensure that a teacher leader is present at all workshop sessions. The teacher leaders have a pre-existing rapport with students, therefore making their present a source of comfort and safety for the youth.
- Encourage students to speak only of "scars and not open wounds" (Santiago-Jirau, p. 122) if they are sharing anything in relation their gender identity or sexual orientation. This will allow for a degree of distance in the creative process to avoid students becoming emotionally triggered.
- Lead a group values exercises at the start of the workshop sessions in relation to how the group will respectfully work together. Review these values continuously.
- Encourage students to step out of an activity or leave the room if they do not feel comfortable
- Provide students with contact information for the designated youth counselor for the Beaufort Delta Education District
- Inform the youth counselor for the Beaufort Delta Education District about the research project prior to starting the research
- Provide students with mental health resources should they need further support throughout the research process

#### Group B: Educators

- Encourage educators to step out of an activity or leave the room if they do not feel comfortable during the workshop.
- Provide materials to access mental health resources if needed

#### Group A & B:

The researcher will also be mindful of Trauma-Informed Practices (TIP) in all stages of participant engagement, placing "priority of the individual's sense of safety, choice, empowerment, and connection" (Poole et al., 2017, p. 10). The principles and practices of trauma-informed approaches include: trauma awareness, emphasis on safety and trustworthiness, opportunity for choice, collaboration, and connection, and strengths based and skill building (Urquhart et al., 2013 p. 13-14). While the nature of dramatic process centers itself around trust, participant agency, group connection, and collaboration, the research team will make additional efforts to: provide transparency and warning should difficult content be presented to the students, create moments for meaningful trust building and connection amongst the group, and emphasize choice in participation. Moving through the dramatic process with an ethic of care (Sadeghi-Yekta & Prendergast, 2022, p. 9), the research team hears that interaction in Trauma-Informed Practice is "about the way of being in a relationship" (Poole et al., 2017, p. 10).

### Emergency Response Plan

#### Group A: Youth

Should a student become emotionally triggered:

- The student will have the option to speak to the researcher or the teacher leaders of the GSA who are part of the project to better understand their needs
- The student will either step out of activity/workshop, or the lead researcher will change the activity to something the student is more comfortable exploring

Should the student require further support:

- The student will have the option to speak to the designated youth counselor at the school, who will already be made aware of the research project.

Given the youth participants are considered to be vulnerable, the lead researcher will ensure that a teacher leader is present at all workshops. In addition, the researcher will inform the designated school counselor about the research project and the content being discussed in case a student should need professional support. Youth participants will be provided with contact information for the designated youth counselor, and will be encouraged to contact them at any point throughout the study.

Group B: Educators

- Should an educator feel uncomfortable during the workshop, they will be reminded of their ability to leave an activity or the entire workshop.
- Should an educator become emotionally distressed, the lead researcher will provide mental health resources available in the community so that the participants may speak to a professional.

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## Distribution

Inuvialuit Regional Corporation  
Aklavik Community Corporation  
Hamlet of Aklavik  
Ulukhaktok Community Corporation  
Hamlet of Ulukhaktok  
Inuvik Community Corporation  
Town of Inuvik  
Paulatuk Community Corporation  
Hamlet of Paulatuk  
Sachs Harbour Community Corporation  
Hamlet of Sachs Harbour  
Tuktoyaktuk Community Corporation  
Hamlet of Tuktoyaktuk  
GTC Department of Cultural Heritage  
Ehdiitat Gwich'in Council  
Nihtat Gwich'in Council  
Inuvialuit Joint Secretariat  
Gwich'in Tribal Council

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Sep 29, 2022  
Application No. 5387

## Scientific Research Licence Comment Form

Town of Inuvik

### Project Details

Fostering inclusion for 2SLGBTQIA+ youth in Northern Canada through Applied Theatre research  
Submitted by: Jena Mailloux  
Length of Project: 1 year(s)

### Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5387 :

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

Signature of Town of Inuvik official

PRINT NAME

Grant Hoek

SIGNATURE

DATE

April 5, 2023



Mar 10, 2023  
Application No. 5574

## 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. 5574 was submitted by:

Professor Chris Southcott  
Lakehead University  
955 Oliver Rd.

Phone: 18073438349  
Email: Chris.Southcott@lakeheadu.ca

to conduct the following study:  
A New Portrait of Social Economy Organizations in Northern Canada

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 #5574

# A New Portrait of Social Economy Organizations in Northern Canada

Year: 2023      Length Of Project: Year 1 of 1

Inuvialuit Settlement Region, Gwich'in Settlement Area

Social Sciences

## Principal Investigator:

Professor Chris Southcott  
Lakehead University  
Lakehead University  
955 Oliver Rd.  
Thunder Bay, ON  
P7B 5E1, Canada  
Phone: 18073438349  
Email: Chris.Southcott@lakeheadu.ca

Primary Contact Information:  
Same as Principal Investigator

Research Supervisor Information:  
Same as Principal Investigator

Emergency Contact Information:  
Same as Principal Investigator

Team Members:

## Research Locations

Description for where research will be carried out:  
All communities in the Northwest Territories

Communities:  
Inuvik

## Project Description

Dates of Research Activity:



Start Date: Jun 15, 2023 -- End Date: Aug 30, 2023

## Objective:

In order to understand the importance of these organizations in the North, we need to determine the number and types of organizations that currently exist in the North. We are therefore conducting a survey of social economy organizations in the Northwest Territories, Yukon, Nunavut, Nunavik and Labrador. Based on an initial database created in 2013, lists of social economy organizations in the north will be updated. A sample of these organizations would then be selected to answer a questionnaire dealing with their characteristics and the challenges that they currently face. The updated database will then be made available to social economy organizations. In addition, information will be shared on what challenges northern social economy organizations are currently facing.

## Rationale:

Starting in 2006, a northern-based research network, the Social Economy Research Network for Northern Canada (SERNNNoCa) was created to find out how social economy organizations in Canada's North could better help northern communities deal with the various social and economic problems they faced. This organization was active from 2006 until 2013 when a lack of funding resulted in reduced activities. The federal government is now planning on supporting social economy organizations (which they refer to as social purpose organizations) so they can be more effective in helping communities deal with the challenges they face. This is seen to be particularly important in the north and they have decided to fund a new portraiture project to gather more information about these organizations and what their needs are. Building on the earlier work of SERNNNoCa, a new portraiture project will be undertaken in 2023 to find out more information about what social economy organizations currently exist in the region and what are the challenges that they face.

## Methodology:

Unobtrusive research will be conducted until June 15th to identify social purpose/social economy organizations in the Northwest Territories. This research will gather publicly available information which will be placed in the updated SERNNNoCa database. From this database, a sample of organizations will be chosen based on region and activity. This sample would likely be 40 to 55 organizations in the NWT. Organizations will be sent a questionnaire based on the 2009 SERNNNoCa questionnaire. Respondents will then either fill in the questionnaire and send it back by email, or a researcher would contact them by phone and fill the questionnaire in for them over the phone. This technique worked effectively in the NWT in our 2009 Social Economy survey and our 2013 Social Enterprise survey.

## Communication Plan:

The original SERNNNoCa web page will be revamped and all new data and research summaries will be made available on the new website. A research report will be written in the fall of 2023 and sent by email to all participants. A plain language summary of research results will also be made available. The actual database will be made available on the SERNNNoCa website for use by NWT social economy organizations. The principal researcher will do a series of community presentations in the NWT in the fall to validate the research findings with community groups.

## Travel Arrangements:

The principal researcher will travel to Inuvik in May to consult with community organizations through the Inuvik Interagency Committee and through a presentation at the Aurora Research Institute. In the fall, the researcher will return to the NWT to present the research results at community meetings.

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## Ethics

Will you be interviewing or surveying NWT residents?

Yes

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

research?

Lakehead University Research Ethics Board

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

Mar 10, 2023

How will you maintain participant confidentiality in your research?

No names of individuals and/or organizations will be linked to responses seen by anyone other than the principal researcher and northern student researchers conducting the survey. Once the responses are received, the data will become anonymous. Standard statistical techniques will be used to ensure responses could not be linked to any one individual or organizations.

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

In the short term, the questionnaire responses in their original non-anonymous format will be stored on the computer of the two student researchers and the principal investigator. Once the data collection is completed, this data will be erased from the computers of the two student researchers. Once the analysis of data is completed, the digital questionnaires will be placed on an external data drive and kept in a secure location in the office of the principal researcher for a period of 7 years. The anonymized data will be made available to northern social economy/social purpose organizations, as well as the general public, on the project website at Yukon University.

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## Supporting Information

### Potential Adverse Impacts:

It is difficult to foresee any potential adverse impacts because the information is not of a personal nature. It is possible that financial information could be disclosed that might lead to adverse impacts on the organizations but anonymity would ensure that this information could not be linked to any particular organization. In particular, use of the organization's business number would only be used to gather more information about the organization if anonymity could be ensured.

### Adverse Impact Mitigation:

Anonymity would ensure that this information could not be linked to any particular organization. In particular, use of the organization's business number would only be used to gather more information about the organization if anonymity could be ensured.

### Emergency Response Plan

### Tags:

social economy, social purpose organizations, ;

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## Distribution

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





Mar 10, 2023  
Application No. 5574

## Scientific Research Licence Comment Form

Town of Inuvik

### Project Details

A New Portrait of Social Economy Organizations in Northern Canada  
Submitted by: Professor Chris Southcott  
Length of Project: 1 year(s)

### Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5574 :

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

Signature of Town of Inuvik official

PRINT NAME	SIGNATURE	DATE
Grant Hood		March 30, 2023



Mar 20, 2023  
Application No. 5586

## Application for Multiyear Research

I would like to inform the Town of Inuvik that an application for a Northwest Territories Scientific Research Licence has been received by the Aurora Research Institute. Application No. 5586 was submitted by:

Dr. Erin Hobin  
480 University Ave, Suite 300

Phone: 647-260-7198  
Email: erin.hobin@oahpp.ca

to conduct the following study:  
Evaluating the impact of cannabis legalization in the Canadian territories.

For the following years:  
2023 to 2026

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

Sincerely,

Nicole Hammer  
Manager, Scientific Services



## Application #5586

# Evaluating the impact of cannabis legalization in the Canadian territories.

Year: 2023      Length Of Project: Year 3 of 3

Inuvialuit Settlement Region, Gwich'in Settlement Area, Sahtu Settlement Area,  
Dehcho Region, North Slave Region, South Slave Region, Deline Gotine Government

Physical Sciences

## Principal Investigator:

Dr. Erin Hobin  
Public Health Ontario  
480 University Ave, Suite 300  
Toronto, ON  
M5V 1G2, Canada  
Phone: 647-260-7198  
Email: erin.hobin@oahpp.ca

Primary Contact Information:  
Same as Principal Investigator

Research Supervisor Information:  
Same as Principal Investigator

Emergency Contact Information:  
Same as Principal Investigator

Team Members:  
David Hammond, Samantha Goodman, Theresa Poon

## Research Locations

### Description for where research will be carried out:

We are aiming to recruit study participants aged 16+ from across Northwest Territories (NWT) using multiple strategies, including online platforms (e.g., social media, online local newspaper advertisements) and local radio announcements, as well as in-person recruitment in Yellowknife, Inuvik, and Hay River. For the in-person recruitment, we are planning to hire a total of 4 local research assistants, 2 in Yellowknife, and 1 in each of Inuvik and Hay River, to help with distributing recruitment materials at local community centres and other public venues in these communities. All in-person recruitment activities will be done in accordance with local COVID-19 safety protocols.



## Communities:

Aklavik, Ulukhaktok, Inuvik, Sachs Harbour, Tuktoyaktuk, Fort McPherson, Tsiigehtshic, Colville Lake, Délı̄nę, Fort Good Hope, Norman Wells, Tulit'a, Fort Liard, Fort Providence, Fort Simpson, Jean Marie River, Nahanni Butte, Sambaa K'e, Wrigley, Gamètı, Behchokò, Wekweètı, Whatı, Yellowknife, Enterprise, Fort Resolution, Fort Smith, Hay River, Hay River Reserve, Łútsëlké, Kakisa, Paulatuk, Dettah

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## Project Description

### Dates of Research Activity:

Start Date: Sep 01, 2023 -- End Date: Oct 31, 2023

### Objective:

The study has five objectives:

1. To examine prevalence and patterns of non-medical cannabis use, including use among young adults, age of initiation, and levels of dependence;
2. To examine the cannabis retail environment, including the extent to which consumers shift from illicit sources to legal retail sources, and the types of products used, including high potency products;
3. To assess changes in problematic use and risk behaviours, including driving after cannabis use, use in high risk occupational settings, and co-use with other types of psychoactive substances (e.g., opioids, alcohol, tobacco, e-cigarettes);
4. To examine changes in perceptions of risk and social norms; and
5. To evaluate the effectiveness of specific regulatory policies, including consumer awareness and knowledge of product health warnings, exposure to cannabis marketing, exposure to public education campaigns, and cannabis use in public spaces and workplaces.

### Rationale:

On October 17, 2018, Canada became only the second country (after Uruguay) to legalize non-medical cannabis. Northwest Territories (NWT), Yukon, and Nunavut are critical jurisdictions to examine the impact of cannabis legalization because the territories have the highest prevalence of per capita cannabis use in Canada. Despite the importance of the territories with respect to cannabis regulations, there are very little existing data to guide cannabis policy in the territories. This research will fill this substantial data gap in the territories, particularly in the longer term. Moreover, this research includes cannabis control policy specific variables that will enable assessments of individual national and territorial regulatory measures. Overall, the primary purpose of this research is to provide decision makers in the three Canadian territories with ongoing feedback in the early stages of cannabis legalization, and evidence on the longer-term public health effects.

### Methodology:

A population-based online survey will be conducted among a total of 1,500 participants (500 in each of the 3 territories) aged 16+. The consent information and online survey will be available in English, French, Inuktitut, and Inuinnaqtun. Please refer to Appendices E and F of this research license application for the consent information and online survey (including technical notes for the survey programmer), respectively, in English. The online survey was used in a small pilot conducted among approximately 350 participants aged 19+ in NWT and Yukon in 2018 (NWT Licence No. 16393), as well as a larger international study conducted among approximately 110,000 participants aged 16+ residing in Canada and the United States over the last 3 years. On average, participants complete the online survey in approximately 25 minutes. Participants will receive \$20 e-transfer for completing the online survey in appreciation for their time.

We are aiming to recruit study participants aged 16+ from across NWT using multiple strategies, including online platforms (e.g., social media, online local newspaper advertisements) and local radio announcements, as well as in-person recruitment in Yellowknife, Inuvik, and Hay River. For the in-person recruitment, we are planning to hire a total of 4 local research assistants, 2 in Yellowknife, and 1 in each of Inuvik and Hay River, to help with distributing recruitment materials at local community centres and other public venues in these communities. All in-person recruitment activities will be done in accordance with local COVID-19 safety



protocols.

Recruitment will occur for 6 weeks in September to October each year for 3 years (2021, 2022, and 2023). Participants will be invited to complete the online survey conducted in September and October each year for up to 3 years. All data collections will occur online over a period of up to 8 weeks each year.

## Communication Plan:

As we are aiming to recruit study participants across NWT, the Department of Health and Social Services and Hotì ts'eeda advised us to connect with community leaders across NWT prior to submitting the research license application to provide study information and invite feedback. We took a similar approach when applying for a research license for the pilot conducted in NWT and Yukon in 2018 (NWT Licence No. 16393). Please refer to Appendix B of this research license application for the technical report for the pilot conducted in NWT and Yukon in 2018. In the feedback received from the community leaders in NWT and Yukon for the pilot study, we were advised to extend participant recruitment beyond Yellowknife and Whitehorse to smaller communities across the territories, given that cannabis use may differ between capital regions and smaller communities. We have incorporated this feedback in the current proposed study.

During the 2021 research license application process, we reached out via email and by telephone to the 64 Indigenous and government organizations indicated in the Aurora Research Institute's (ARI's) Portal to Online License Applications for Research (POLAR), as well as the Government of NWT Regional Wellness Councils, to provide study information and invite feedback. Please refer to Appendix G-1 of this research license application for the communications log with the 64 Indigenous and government organizations listed in POLAR.

In addition, we have received a letter of support from the NWT Chief Public Health Officer, Dr. Kami Kandola (please refer to Appendix G-2 of this research license application). Our research team also has communicated with the Department of Health and Social Services and Hotì ts'eeda in NWT. Staff in the Department of Health and Social Services have been meaningfully involved since October 2020 in designing the study, developing the research objectives, and providing feedback on the survey tool and recruitment strategies. Staff at Hotì ts'eeda also have provided feedback on recruitment strategies and reviewed the survey tool.

During the Wave 1 and Wave 2 data collection periods, Indigenous and government organizations were contacted to request their support in promoting the study through their networks and by posting study posters on physical bulletin boards and/or on social media.

Each year of the study, summaries of study findings will be shared via email with the Indigenous and government organizations, including the ARI, Hotì ts'eeda, NWT Department of Health and Social Services, NWT Chief Public Health Officer, and Health Canada. The Principal Investigators will host presentations of the results with territorial partners each year of the study, if there is interest. In addition, aggregated results will be shared on the project website ([www.cannabisproject.ca/territories](http://www.cannabisproject.ca/territories)), in reports and peer-reviewed publications, and at conferences. No identifying information will be used in reports or publications. Of note, Indigenous identity will not be used in regression analyses; aggregated data on Indigenous identity will only be used to describe the characteristics of the sample.

## Travel Arrangements:

For in-person study promotion for Wave 3 of the study, locally-hired Research Assistants in Yellowknife and Hay River will be travelling locally within their communities (by personal vehicle or public transit) to increase awareness of the study in the field by distributing study posters and flyers and engaging with the communities. The Research Assistants' work-related travel expenses will be paid through the project funding. For Wave 3 of the study, in-person study promotion by local Research Assistants is planned for 3 to 4 weeks in September to October in 2023.

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## Ethics

Will you be interviewing or surveying NWT residents?



Yes

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

University of Waterloo and Public Health Ontario

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

Apr 20, 2021

How will you maintain participant confidentiality in your research?

All survey data collections will occur online. Respondents who complete the survey will need to provide their first name and email address to receive remuneration (\$20 e-transfer). Once data collection is complete and the University of Waterloo receives the survey data, the first names and email addresses will be separated from the main data set. Each respondent will have a unique ID code in the main data set. The names and email addresses will be kept in a separate password-protected file at Public Health Ontario and will not be linked to the main data set. Data will not be shared with other researchers for research purposes unrelated to the current project. All research personnel who are accessing the data will sign a non-disclosure declaration. No identifying information will be used in reports and peer-reviewed publications. Of note, Indigenous identity will not be used in regression analyses; aggregated data on Indigenous identity will only be used to describe the characteristics of the sample.

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

The survey will be programmed and hosted by Nielsen (<http://www.nielsen.com/ca/en/about-us.html>). Once data collection is complete and the University of Waterloo receives the survey data from Nielsen via a secure file transfer service, the password-protected survey data set will be saved on a secure University of Waterloo server for 7 years. The survey dataset will be shared with Dr. Erin Hobin and the research team at Public Health Ontario. It will not be emailed or shared with Dropbox or other file sharing drives. SendIt will be used as a secure file transfer service. The survey dataset will be password-protected and saved on a secure drive at Public Health Ontario. Information for compensation for the study participants will be kept in a separate password-protected file at Public Health Ontario and will not be linked to the main data set. Study data files will be permanently deleted after 7 years.

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## Supporting Information

### Potential Adverse Impacts:

We do not anticipate any potential adverse impacts as a result of this study.

### Adverse Impact Mitigation:

Not applicable, as we do not anticipate any potential adverse impacts as a result of this study.

### Emergency Response Plan

All survey data collections will occur online. For in-person study promotion for Wave 3 of the study, we are planning to hire local Research Assistants in Yellowknife and Hay River to increase awareness of the study in the field by distributing study posters and flyers and engaging with the communities. As part of the research ethics application that was approved by the University of Waterloo Research Ethics Committee, we submitted a COVID-19 Field and Off-campus Work Safety Plan. The safety plan provides details related to training, supervisor and employee responsibilities, health protocols (i.e., symptom screening and absence reporting), hand hygiene, and protective equipment. For Wave 3 of the study, the COVID-19 Field and Off-campus Work Safety Plan is no longer required. All in-person study promotion activities will be done in accordance with local COVID-19 safety protocols, if applicable.

### Tags:

policy; public health; cannabis; marijuana; legalization; territories; survey;

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## Distribution

Inuvialuit Land Administration  
Inuvialuit Regional Corporation  
Hamlet of Aklavik  
Hamlet of Ulukhaktok  
Town of Inuvik  
Hamlet of Paulatuk  
Hamlet of Sachs Harbour  
Hamlet of Tuktoyaktuk  
Gwich'in Renewable Resources Board  
Gwich'in Tribal Council  
GTC Department of Cultural Heritage  
Tsiigehtchic Charter Community Council  
Tsiigehtchic Charter Community Gwichya Gwich'in Band  
Hamlet of Fort McPherson  
Sahtu Renewable Resources Board  
Behdzi Ahda' First Nation Band  
Ayoni Keh Land/Dugha Financial Corporation  
K'ahsho Got'ine Charter Community Council  
Deline Got'ine Government  
Xahweguweh/Yamoga Land and Financial Corporation  
Fort Norman Métis Community  
Tulita Renewable Resource Council  
Tulita Metis Land Corporation  
Hamlet of Tulita  
Town of Norman Wells  
Dehcho First Nations  
Tlicho Government  
North Slave Métis Alliance  
Akaitcho Territory Government  
Acho Dene Koe Band  
Hamlet of Fort Liard  
Hamlet of Fort Providence  
Denendeh Resource Committee  
Village of Fort Simpson  
Hay River Dene Band/Katloodeeche First Nation  
Jean Marie River First Nation  
Nahanni Butte Dene Band  
Sambaa K'e Dene Band  
Pehdzeh Ki First Nation  
City of Yellowknife  
Fort Resolution Settlement Corporation/Deninoo Community Council  
Town of Fort Smith  
West Point Hunters and Trappers Association  
Town of Hay River  
Gwich'in Land Use Planning Board  
Yellowknives Dene First Nation - Lands & Environment  
Smith Landing First Nation  
Northwest Territory Métis Nation  
Tulita District Land Corporation Limited  
K'ahsho Got'ine Land Corporation Limited  
Norman Wells Land Corporation

Sahtu Secretariat Incorporated  
Wek'èezhii Renewable Resources Board  
Inuvialuit Joint Secretariat  
Aklavik Community Corporation  
Ehdiitat Gwich'in Council  
Inuvik Community Corporation  
Nihtat Gwich'in Council  
Paulatuk Community Corporation  
Sachs Harbour Community Corporation  
Tetlit Gwich'in Council  
Tuktoyaktuk Community Corporation  
Ulukhaktok Community Corporation  
Health and Social Services and NTHSSA

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Mar 20, 2023  
Application No. 5586

## Scientific Research Licence Comment Form

Town of Inuvik

### Project Details

Evaluating the impact of cannabis legalization in the Canadian territories.

Submitted by: Dr. Erin Hobin

Length of Project: 3 year(s)

### Comments on Project

Please outline any concerns, requests or suggestions regarding Application No. 5586 :

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

Signature of Town of Inuvik official

PRINT NAME

Grant Hood

SIGNATURE

DATE

March 30, 2023