

Town of Inuvik

Emerging Wisely Framework

June, 2020



TOWN OF INUVIK

This framework for reopening is one component of the Town of Inuvik's overall Emerging Wisely Plan. It outlines a gradual, phased reopening of municipal facilities, and the resumption of programs, services, and events, based on the latest direction of the Government of the Northwest Territories and the Chief Public Health Officer Emerging Wisely Plan issued May 12, 2020.

As the situation in the Northwest Territories continues to evolve, those directions will change, and the Town will be required to adjust its own plan. Final decisions about when specific facilities will be reopened are subject to future Territorial guidance and the easing of public health restrictions. In making final decisions about reopening, the Town's primary goal will be to protect the health and wellbeing of its employees, as well as the residents it serves.

“On behalf of Town of Inuvik Council, I want to say thank you to everyone who has been doing their part to help slow the spread of COVID-19. Throughout this pandemic, the Town of Inuvik has made the health and safety of our residents and employees our top priority. I can assure you we will continue to do so as we begin to reopen municipal facilities and resume many of the valued programs, services and events that contribute to the wellbeing of our entire community. By looking out for one another and remaining true to our community’s caring roots, we will get through this together.”

Mayor Natasha Kulikowski
Town of Inuvik

“Since the beginning of this pandemic, Town of Inuvik staff have done their part to help our community get through these challenging times. On behalf of the Leadership Team, I want to thank Town staff for their contributions to our emergency response, for thinking creatively and acting quickly to provide new and different supports to Inuvik businesses and residents, and for once again demonstrating your commitment to public service. We are thankful for your professionalism and honoured to work alongside you.”

Grant Hood, Senior Administrative Officer
Town of Inuvik

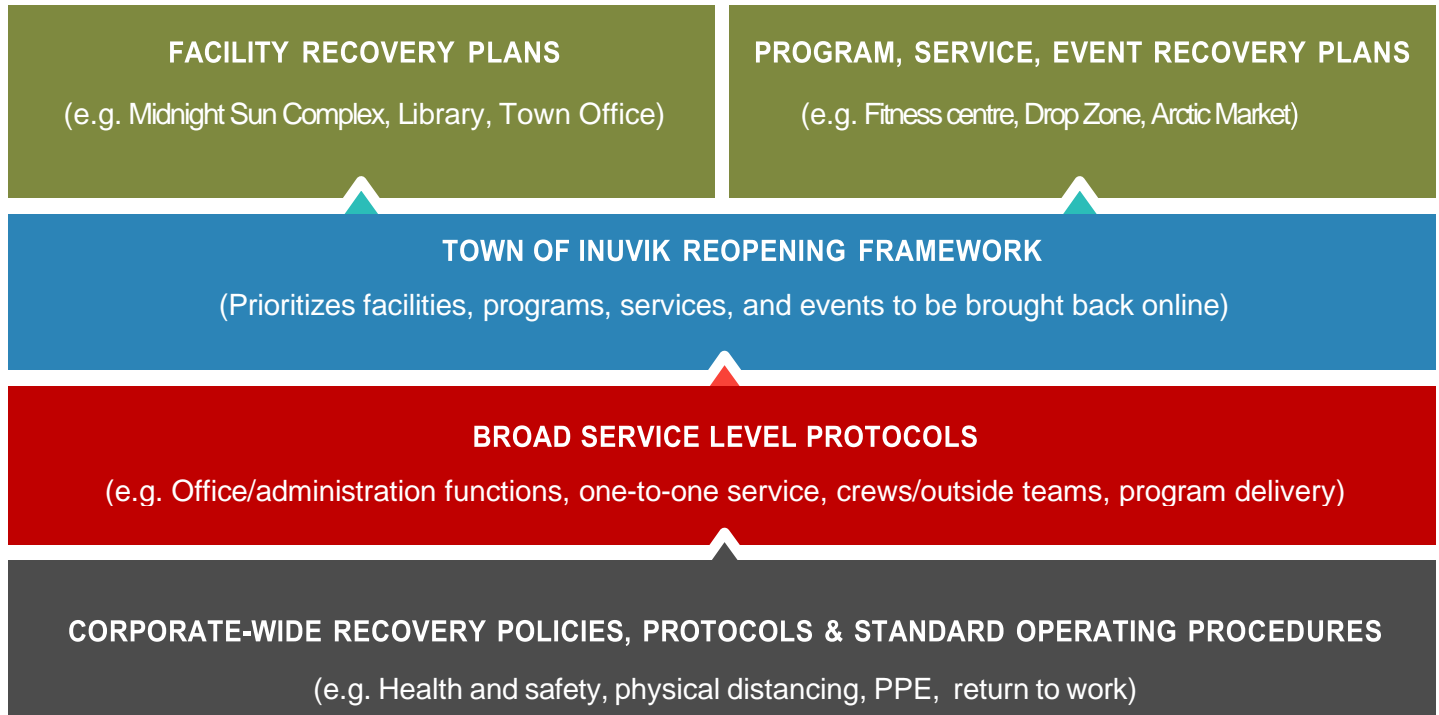
MUNICIPAL SERVICES CURRENTLY PROVIDED

The following are examples of the critical services the Town of Inuvik has been providing throughout most of its response to the pandemic.

Mayor & Council <ul style="list-style-type: none"> Meeting preparation Support to Mayor & Council 	Planning & Development <ul style="list-style-type: none"> Building permits Plan reviews 	Fire Department <ul style="list-style-type: none"> Fire response Fire Communications Fire prevention Fire alarm monitoring Burn permits
Human Resources <ul style="list-style-type: none"> Employee Relations Payroll & Benefits Health, Safety & Wellness 	Cemetery <ul style="list-style-type: none"> Plot preparation Grounds maintenance 	Municipal Enforcement <ul style="list-style-type: none"> Animal control Traffic control Public education
Finance <ul style="list-style-type: none"> Tax & utility billing Accounts payable Financial planning & reporting Land support Capital planning 	Facilities Maintenance <ul style="list-style-type: none"> Facilities maintenance Custodial services Project management and construction 	Water Utilities <ul style="list-style-type: none"> Drinking water quality testing Water distribution system maintenance & repair Water infrastructure engineering and construction Water treatment plant operation
Corporate Communication <ul style="list-style-type: none"> Internal & external communications 	Roads <ul style="list-style-type: none"> Street sweeping Sign maintenance Road maintenance Snow removal and sanding (seasonal) 	Wastewater <ul style="list-style-type: none"> Wastewater network maintenance & repair
Legislative Services <ul style="list-style-type: none"> Burial permits Business licenses Lottery administration 	Solid Waste <ul style="list-style-type: none"> Solid waste site maintenance Tipping fee billing Receiving of solid waste 	

TOWN OF INUVIK EMERGING WISELY FRAMEWORK

The Town of Inuvik provides many services and operates 3 facilities that need to be reopened and restarted while ensuring the safety of employees and residents is not compromised. A comprehensive recovery plan has been developed that includes the following elements:



To help guide the reopening of those facilities and the resumption of those services, a comprehensive recovery plan has been created which is focused on:

- meeting the needs of the community by providing valued programs and services to business and residents,
- ensuring the health and safety of Town employees and members of the community,
- contributing to community and global efforts to slow the spread of COVID-19, and
- minimizing the effect on the Town's projected 2020 financial forecast.

To reopen safely, each Town facility that was closed, as well as the services, programs and events that were paused, will require:

- conformity with group size limits in place at the time, as mandated by the Territory,
- a customized plan to reopen safely,
- time for staff to implement that plan, and
- in some cases, funding for new safety measures.

Given all that work to reopen safely, it is not possible for the Town to reopen all of its facilities and restart all of those services at once. To help prioritize where staff time and other resources will be focused in the coming weeks, the Town has created a framework for reopening which is a major component of its overall Recovery Plan.

TOWN OF INUVIK EMERGING WISELY FRAMEWORK

The Town’s framework for reopening lays out a gradual, phased approach to reopening municipal facilities and resuming programs, services, and events. This gradual phased and evidence-based approach:

- provides an opportunity to monitor the situation as facilities are reopened and adjust as facilities are reopened adjust plans to ensure the health and safety of staff and residents,
- prioritizes where the Town will focus staff time and resources to be as ready as possible to reopen specific facilities once the Territory relaxes current public health restrictions,
- ensures related facilities, programs, services, and events are coordinated in their reopening, and
- ensures health and safety protocols are applied consistently across all Town facilities.

On May 12, 2020 the Territorial Government released its framework for a gradual re-opening of the Territory. That framework lays out the approach, principles and three phases the Territory will use to guide the reopening of businesses, services, and public spaces across the Northwest Territories. The Town’s reopening framework is in general alignment with the Territory’s staging and utilizes many of the same guiding principles to determine which facilities may be reopened within specific time periods.

GNWT Emerging Wisely Plan			
Phase 1	Phase 2	Phase 3	Final Measures Lifted
<p>The territory approved:</p> <ul style="list-style-type: none"> • allowing internal gatherings of a limited number of people • opening some outdoor spaces • Opening of some businesses with strict controls 	<p>The territory approved:</p> <ul style="list-style-type: none"> • opening more workplaces with restrictions • opening more public spaces • allowing some larger public gatherings 	<p>The territory will consider:</p> <ul style="list-style-type: none"> • relaxing restrictions on public gatherings • pools may open to the public 	<p>The territory will lift all restrictions</p>

IMPORTANT NOTE: The Town of Inuvik Emerging Wisely framework is based on the latest direction of the Government of the Northwest Territories and the Chief Public Health Officer as of June 11, 2020. As the situation across the territory continues to evolve, those directions will change, and new information will become available that will require the Town to adjust its Emerging Wisely framework. Final decisions about when specific facilities will be reopened are subject to future Territorial guidance and the easing of public health restrictions. In making final decisions about reopening, the Town’s primary goal will be to protect the health and wellbeing of its employees, as well as the residents it serves.

GUIDING PRINCIPLES

The Town of Inuvik’s reopening framework is founded on the following guiding principles. Final decisions about when to open specific facilities and restart individual services will be made based on these principles:

GENERAL

- The Town’s top priority will be the health and safety of its staff and residents.
- The Town will take a gradual and phased approach to reopening.
- Decisions about reopening will be guided by, and in alignment with, direction from the Government of the Northwest Territories and the Territorial Chief Public Health Officer.

OUTDOOR AMENITIES

- Some amenities can be reactivated quickly (e.g. playgrounds, trails) while others will take a significant amount of time (e.g. Chief Jim Koe Park which is closed for renovations).
- Playgrounds and parks will be monitored and inspected daily.

INDOOR FACILITIES

- Physical distancing, limitations on group sizes, and sanitization within the Town Office will necessitate an appointment-based approach for the foreseeable future except for entering to pay bills.
- The Midnight Sun Complex will be re-opened in phases as per the Territorial plan to limit safety risks, and to manage staffing and financial impacts.
- Reopening indoor facilities will require an increased frequency and level of cleaning and sanitation.
- There will be a lag between when the Territory announces an indoor facility can reopen and when we will be able to reopen them.

PROGRAMS AND EVENTS

- Protocols and procedures will be in place for various events scheduled throughout the Town for the foreseeable future.
- A listing of community events will be provided to the public with important information regarding size, etc.
- Council meetings and Committee meetings will continue to be held virtually for the foreseeable future.
- Restarting programs and events will be dictated by territorial restrictions on sizes of gatherings as well as whether appropriate protocols can be in place.

EMPLOYEES

- Staff (as well as the public) may be required to complete a health check prior to entering a municipal facility.
- Staff (as well as the public) are expected to adhere to public health guidance regarding hand washing and physical distancing.
- Staff will be required to complete COVID-19 related training before re-entering the workplace.
- Staff who can continue to work from home effectively will do so for the foreseeable future.

EMERGING WISELY PHASE 1

GUIDANCE FROM THE GOVERNMENT OF THE NORTHWEST TERRITORIES EMERGING WISELY PLAN

- Opening select workplaces that can meet current public health guidelines
- Allowing essential gatherings of a limited number of people
- Opening some outdoor spaces and amenities
- Public health measure/restrictions will continue
- Remote work arrangements should continue where feasible

ASSUMPTIONS

- GNWT eased restrictions on some outdoor spaces
- Staff continue to work from home where they can do so effectively
- As businesses reopen, staff will be as responsive as possible to adapt to new requirements

OUTDOOR AMENITIES	INDOOR FACILITIES	PROGRAMS & EVENTS
<ul style="list-style-type: none"> • Outdoor parks open for informal recreational use • Some sports open for informal recreation use • Increased allowance of participants 	<ul style="list-style-type: none"> • Fitness centres re-opened for personal training 	<ul style="list-style-type: none"> • Arctic Market approval

EMERGING WISELY PHASE 2

GUIDANCE FROM THE GOVERNMENT OF THE NORTHWEST TERRITORIES EMERGING WISELY PLAN

- Opening more workplaces with significant mitigation plans
- Opening more public spaces
- Allowing larger public gatherings
- Remote work arrangements should continue where feasible

ASSUMPTIONS

- GNWT eases restrictions to allow some larger public gatherings
- Staff continue to work from home where they can do so effectively
- Requirements for physical distancing continue
- Adequate staffing is available to provide services

OUTDOOR AMENITIES	INDOOR FACILITIES	PROGRAMS & EVENTS
<ul style="list-style-type: none"> • Enhanced outdoor activities allowed • Increase in number of participants in outdoor activities • Some sports open for informal recreation use • Boat launch installation 	<ul style="list-style-type: none"> • Squash courts open with restrictions • Pools open for staff certification purposes only • Indoor sports and day programming allowed with maximum participants • Community centres open to max of 50 (including staff) 	<ul style="list-style-type: none"> • Community Feasts (limited to 50 or less people) • Outdoor bingos • Movie nights • Small concerts

EMERGING WISELY PHASE 3

GUIDANCE FROM THE GOVERNMENT OF THE NORTHWEST TERRITORIES EMERGING WISELY PLAN

- Elimination of outdoor get-together limitations
- Higher education institutions allowed to open
- Common use gyms open
- Timing to be determined

ASSUMPTIONS

- GNWT removes restrictions on outdoor public gatherings
- Requirements for physical distancing continue
- Adequate staffing is available to provide services

OUTDOOR AMENITIES	INDOOR FACILITIES	PROGRAMS & EVENTS
<ul style="list-style-type: none">• Enhanced outdoor activities allowed• No limits on outdoor gatherings	<ul style="list-style-type: none">• Common gyms open• Pools open for public use with limitations	<ul style="list-style-type: none">• Music festivals allowed

EMERGING WISELY FINAL PHASE

GUIDANCE FROM THE GOVERNMENT OF THE NORTHWEST TERRITORIES EMERGING WISELY PLAN

- All limitations removed
- Physical distancing requirements reduced or eliminated
- General operations everywhere return to normal
- Timing to be determined

ASSUMPTIONS

- GNWT removes restrictions
- Town operations return to a “new” normal

Inuvik’s Emerging Wisely framework is just one component of the Town’s overall Recovery Plan. While moving forward with the important work outlined in this framework, the Town will also take steps with external partners to position the community for long-term economic, socio-cultural, and emotional recovery. Critical to our success will be an ongoing partnership with the Gwich’in Tribal Council, Inuvialuit Regional Corporation, Local Indigenous Representatives along with the Territorial and Federal Governments as well as an internal commitment to innovation and continuous improvement.

THE ROLE OF TERRITORIAL AND FEDERAL GOVERNMENTS

With declining revenues, rising expenses, and a legal proscription against running operating deficits, municipalities are at imminent risk of having to cut essential services to Canadians to remain solvent. In view of this fiscal crisis, the Town of Inuvik has endorsed the request of the Federation of Canadian Municipalities for emergency operating funding. This would include the ability to transfer unused allocations to the federal Gas Tax Fund program for capital expenditures as part of Canada’s COVID-19 economic recovery plan.

INNOVATION AND CONTINUOUS IMPROVEMENT

Recognizing the challenges and opportunities introduced by this unprecedented global pandemic, the Town of Inuvik commits to:

- leveraging several lessons learned through the Town’s response to the pandemic to maintain new practices in workforce management and customer service (e.g. working from home policies, virtual meetings, electronic signatures, online services, etc.)
- reviewing the priorities identified in its Strategic Plan to determine what, if any, changes should be made in light of the impacts of COVID-19 on the community

NEXT STEPS

As the Town of Inuvik enters the different Emerging Wisely Phases, different services provided by the Town will reopen in various stages and over time to allow for proper protocols and procedures to be instituted.

A summary of information for each service may be found below.

Library – Estimated opening date: Monday, June 23, 2020

- Contact: Kolin Murray, Library Services Manager

E-mail: kmurray@inuvik.ca

Phone: 777-8620

- Maximum 10 persons per 1 hour/day **by appointment** - call in or by email.
 - Social distance of minimum 6 feet from other users must always be maintained. **Customers will be required to attend with NMM (NON-MEDICAL MASK) or face covering if social distancing cannot be maintained.**
 - Appointment hours:
Monday 12:00 - 8:00, Tuesday 9:30 - 4:30, Wednesday 12:00 - 8:00, Thursday 9:30 - 4:30, Friday 9:30 - 4:30, Saturday 1:00 - 5:00
 - No children under 7 without a parent/guardian. Children 7 and over allowed provided their parent/guardian makes the appointment and the children can maintain social distancing.
 - No indoor programs - no food - only personal water bottles.
 - Waiting list to be maintained in the event of a cancellation.
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Squash Courts – Estimated opening date: June 23, 2020

- Contact: Midnight Sun Complex

E-mail: mscfrontdesk@inuvik.ca

Phone: 777-8640

- Maximum 1 person per court per booked time **by appointment - by email or phone between the hours of 8:30 a.m. – 8:30 p.m. the day prior to desired use.** Spectators will not be permitted.
- Appointment bookings will be 1 hour in duration with ½ hour cleaning period in between.
- Participants will have choice of per play fee or use of membership.

- Appointment hours: **Monday through Sunday:**
12:00 - 1:00 3:30-4:30 5:00-6:00 6:30-7:30 8:00-9:00
 - Must cancel if feeling ill or developing symptoms.
 - Waiting list to be maintained in the event of a cancellation.
-

Fitness Centre – Estimated opening date: June 23, 2020

- Contact: Midnight Sun Complex
E-mail: mscfrontdesk@inuvik.ca
Phone: 777-8640
- **Customers to book by email or phone between the hours of 8:30 a.m. – 8:30 p.m. the day prior to desired use.**
- Maximum 5 persons per time slot – participants to be scheduled according to equipment availability.
- Appointment bookings will be **1.5 hours in duration** with ½ hour cleaning period in between.
- Appointment periods: **Monday through Sunday:**
7:30 a.m. - 9:00 a.m. (cleaning 9:00-9:30 a.m.)
9:30 a.m. – 11:00 a.m. (cleaning 11:00-11:30 a.m.)
11:30 a.m. – 1:00 p.m. (cleaning 1:00-1:30 p.m.)
5:00 p.m. – 6:30 p.m. (cleaning 6:30-7:00 p.m.)
7:00 p.m. – 8:30 p.m. (cleaning 8:30-9:00 p.m.)
9:00 p.m. – 10:30 p.m. (cleaning 10:30-11:00 p.m.)
- Customers will be required to wipe down their equipment immediately following use
- Showering will not be permitted at the Midnight Sun Complex.
- Participants will have choice of per play fee or use of membership.
- Water fountain will not be available for use. Water bottle fill station will be available for customers who bring their own water bottles.
- Social distance of minimum 6 feet from other users must always be maintained. **Customers will be required to attend with NMM (NON-MEDICAL MASK) or face covering if social distancing cannot be maintained.**
- Must cancel if feeling ill or developing symptoms.

- Waiting list to be maintained in the event of a cancellation.
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Drop Zone – Estimated opening date: June 23, 2020

- Contact: Midnight Sun Complex
E-mail: mscfrontdesk@inuvik.ca
Phone: 777-8640
 - **Customers to book by email or phone between the hours of 8:30 a.m. – 8:30 p.m. the day prior to desired use.**
 - Maximum 15 participants per appointment.
 - Appointment bookings will be 1 hour of play in duration with ½ hour cleaning period in between.
 - Appointment periods:
1:00-2:00 p.m. 2:30-3:30 p.m. 4:00-5:00 p.m. 6:00-7:00 p.m. 7:30-8:30 p.m.
 - Participants must wash/sanitize hands before entering and before leaving the facility.
 - No food permitted. Personal water bottle only.
 - Each participant **must bring NMM (NON-MEDICAL MASK)/face covering** in the event that social distancing is not possible.
 - Must cancel if feeling ill or developing symptoms.
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Playgrounds – OPEN

- Hands to be washed at home before and after use of playground equipment.
 - Signage on site for proper COVID-19 protocols.
 - Physical distancing by household
 - Do not attend if feeling ill or developing symptoms.
 - Participants must maintain social distance of minimum 6 feet from others. Participants **must bring NMM (NON-MEDICAL MASK)/face covering** in the event that social distancing is not possible.
 - No hand sanitizer on site. Responsibility lies with participants to bring their own to use.
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Town Office – Estimated opening date: July 6, 2020

- Contact: Town Office
E-mail: reception@inuvik.ca
Phone: 777-8600
 - Town Office will be open for Customers to make payments on accounts without appointment.
 - Appointments must be made for any other meeting with Town office employees except in an emergency.
 - Customers must maintain social distance of minimum 6 feet from others. Customers **must bring NMM (NON-MEDICAL MASK)/face covering** in the event that social distancing is not possible.
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Protective Services – Estimated opening date: July 6, 2020

- Contacts:
Fire Department E-mail: dops@inuvik.ca
Phone: 777-8637
Municipal Enforcement E-mail: municipal enforcement@inuvik.ca
Phone: 777-8616 or 777-8624
 - Appointments must be made to visit except in an emergency.
 - Customers must maintain social distance of minimum 6 feet from others. Customers **must bring NMM (NON-MEDICAL MASK)/face covering** in the event that social distancing is not possible.
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ARCTIC MARKET – Saturdays (June 21-Sept 12)

- Contact: Jackie Challis
E-mail: tourism@inuvik.ca
Phone: 777-8632

GENERAL CONDITIONS

- Vendor capacity will be limited to 6 vendors per week (4 food, 2 Craft)
- Physical Distancing measures will be in place
- All displays will be “no touch”
- Only one patron will be allowed to enter the Market tent at a time. A cued line up to enter the Market will be in place and will be strictly enforced by Staff.
- No touch, limited touch payment options are encouraged (EMT, exact cash dropped in provided receptacle)
- All vendors must supply and wear their own PPE where necessary (non-surgical mask & gloves)

- Patrons will be asked to make their purchases and subsequently leave the Market tent venue. Congregating will not be allowed.

ARTS & CRAFTS VENDORS

- No items can be tried on (mitts, slippers, parka covers, etc.)
- Only one vendor will be allowed per craft/artist table
- All items must be individually packaged and labeled in clear plastic bags or coverings
- Must provide an easily visible item & price list
- Procedures and protocols specific to what items will be allowed by artists and crafters is still under review. It is possible that in these early phases of the “Emerging Wisely” that many items will still be restricted due to possibility of contamination or possible unintentional spread of the COVID-19 virus

FOOD VENDORS

- No Styrofoam, but single-use cutlery and serving dishes / containers must be used at this time (paper, plastic, or compostable)
- All Food Vendors must have an approved Food Establishment Permit no later than 5pm on the Thursday prior to each Saturday market
- Food vendors are allowed up to 2 persons from the same household bubble per table
- All food items must be individually wrapped
- Additional restrictions and protocols may be in place and will be subject to review and approval by the Chief Public Health Officer and/or their designate

PATRONS & MARKET LOGISTICS

- As per the recommendations of the Chief Public Health Officer, patrons to the market are recommended to wear a non-surgical face mask when attending the market when physical distancing is not viable
- Do not attend if you are feeling ill or displaying any symptoms
- Portable washrooms, hand washing, and hand hygiene stations will be provided
- Wayfinding & directional signage will be in place on site. Please follow all directional signs including those regarding physical spacing, line-up cues, and directional traffic flow for both patrons and vehicles
- No more than a maximum of 25 persons will be allowed on the Arctic Market site at one time (this includes Staff, patrons, and vendors)

SUMMER EVENTS & PROGRAMS (ECONOMIC DEVELOPMENT & TOURISM DEPARTMENT)

June to September

- Contact: Jackie Challis

E-mail: tourism@inuvik.ca

Phone: 777-8632

Midnight Madness

Movie Nights

Culture Connections Workshops

Concerts in the Park(s)

Fall Fair

- Physical Distancing measures will be in place, keeping at least 2 meters apart

- Events will be held outdoors
- Capacity limits will be in place with no more than 50
- Do not attend if you are feeling ill or displaying any symptoms
- High risk populations, participants, & staff will not be present or allowed to participate
- Enhanced disinfection & cleaning protocols will be in place
- Hand hygiene and hand sanitizer stations will be provided at each event
- Staff and participants are encouraged to wear a non-surgical face mask when attending the event when physical distancing is not viable
- Wayfinding & protocol signage will be in place at each event including supports for healthy respiratory practices, healthy hygiene, and physical distancing indication