



**Town of Fort Smith
Town Council Meeting
Agenda**

January 24, 2012, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Opening Prayer	
C. Approval of Agenda	
D. Proclamations/Presentations a. RCMP Sgt. Kevin Platford b. DEA Beckie Linaker	 RCMP Policing Report Nov 2011
E. Approval of Minutes	 December 19 Council Minutes.doc SP-01-12.doc
F. Business Arising from the Minutes a. Town Christmas Hours	
G. Declaration of Financial Interest	
H. Council Business	
a. Introduction and Consideration of Committee Reports i. Committee of the Whole ii. Other Committees	 Committee of the Whole Jan 17b.doc
b. Enactment of Bylaws i. Bylaw 867 Land Acquisition ii. Bylaw 868 Land Lease iii. Bylaw 869 Land Lease iv. Bylaw 870 Appoint a Collector of Taxes v. Amend the Zoning Bylaw – Apartments & Condominiums vi. Amend the General Plan – C-Cans	 867 Land Acquisition-Lots1992 868 Land Lease-LiquorStoreLott-LiquorStoreLot1432 LandLeaseAgreement
c. Appointments i. Appointment to Community Services Standing Committee ii. Appointments to Tourism and Trade Advisory Board	 869 Land Lease-PtnLot199.doc Bylaw 869 Sketch Land Application Bylaw 869
d. Mayor and Council i. TTAB & LAB Minutes ii. Set Date for <i>ideas</i> FORT SMITH	 870 appoint H Harris Admin Briefing Note BN-C-Cans - January Tax Collector.doc -Zoning By-Law 794 - 17 2012.doc
e. Administration i. Licensing Report ii. Signing Authorities iii. Correspondence	 BN appointments to TTAB.doc
	 TTAB & LAB Minutes
	 Copy of License Reports Jan 2012.xls Signing Authorities1.doc 2011 Correspondence Dec
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	



Community Report November 2011

Fort Smith Detachment "G" Division Northwest Territories



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada 

The Fort Smith Detachment responded to a total of 198 calls for service during the month of November 2011. This is a 16% increase from November 2010.

OCCURRENCE COUNT	November 2010	October 2011	November 2011
Assaults (all categories)	17	31	13
Break and Enters (Residence, Business & other)	2	7	2
Theft of Motor Vehicle	1	2	1
Theft Under \$ 5000.00	0	6	10
Theft Over \$ 5000.00	0	1	1
Drugs (Possession)	1	1	1
Drugs (Trafficking)	1	4	1
Liquor Act	19	20	31
Unlawful Sale (Bootlegging)	0	0	0
Causing a Disturbance/Mischief (including public intoxication)	54	38	37
Impaired Driving	3	7	7
Other Complaints	90	129	94
Total Complaints	170	246	198
PRISONER COUNT			
Prisoners	56	38	62
Outside Detachment Prisoners	0	1	10
Total Prisoners	56	38	62

Fort Smith Annual Performance Plan:

The Fort Smith RCMP Detachment have met with two community leaders, including the Mayor of Fort Smith and the Chief of Salt River First Nation and finalized the RCMP's policing priorities for the year 2011-2012.

The community priorities discussed, for 2011-2012, which entail the Fort Smith RCMP being proactive in the community are :

- 1) Youth - DARE / Drug Awareness Education - Instruction to commence in October 2011
- 2) Traffic/Off Road Vehicles
- 3) Police / Community Relations

Annual Performance Plan Community Activities

Drug Abuse Resistance Education (DARE)

Cst. Locke is the RCMP DARE coordinator and sessions commenced in November, 2011 at JBT Elementary School.

ATV Checkstops were conducted:

No ATV Checkstops were conducted.

Bike Helmet Checkstops were conducted:

Bicycle use has diminished, and these checkstops will cease for the winter months.

Traffic Checkstops were conducted:

November 8, 22, 23 and 24.

Traffic enforcement resulted in 18 investigations involving Territorial legislation with respect to Motor Vehicles.

School Traffic Patrols:

Fort Smith RCMP members conducted 6 school patrols between JBT Elementary School and PWK High School for the month of November.

Community Policing Activities - Fort Smith:

November 3: Sgt. Platford met with Lindsay McIntyre and Ron Schaefer to review the proposed Fort Smith Traffic Plan.

November 5: Cst. Froyland performed curfew checks on Fort Smith residents subject of Probation conditions.

November 23: Cst. Latwaitis met with JBT staff at the school.

November 23: Sgt. Platford met with Ruth Rolfe of the Sutherland House to review material associated to the 'White Ribbon Campaign'. This Campaign focuses on educating the public, and in particular males, to understand what they can do to prevent violence against Women. <http://www.whiteribbon.ca/> is the initiative's website.

Community Policing Activities - Salt River First Nation:

No formal activity to report, although calls for service were responded to on the outlying Reserve.

November 5: Cst Rawles performed patrols of SRFN.

Community Policing Activities - Smith's Landing First Nation

No formal activity to report, although calls for service were responded to on the outlying Reserve by Fort Smith RCMP.

November 8: Sgt. Platford performed patrols in the area of Smith's Landing.

The RCMP responded to 4 Mental Health complaints.

The RCMP responded to 2 complaints of suspicious persons.

If there are specific matters in this report, that Council would like addressed, please advise the Fort Smith RCMP and there may be an opportunity to do so at the monthly Council Meetings-of the-Whole.

Report prepared by:

Sgt. Kevin Platford
Detachment Commander
Fort Smith RCMP
867-872-1111

External Distribution List: OIC District; District Advisory NCO; Sue Vogt - "G" Division CrOps; Jacqueline Ciotti - Executive Assistant to the Commanding Officer - "G" Division



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 13-11
THE SECOND REGULAR MEETING OF COUNCIL FOR
THE MONTH OF DECEMBER AND THE
THIRTEENTH FOR THE YEAR 2011**

PRESENT: Mayor J. Hobart D/M B. Johnson
 Cr. R Holtorf Cr. K. Smith
 Cr. C. Westwell Cr. C. James
 Cr. B. Marta

ABSENT: Cr. S. Sauter-Chadwick, Cr. B. Minute

STAFF: B. Black, SAO; A. Sebert, Executive Assistant; W. Harvey Harris,
 Director of Finance

GALLERY: Paul Bickford, Don Jaque

Meeting 13-11	7 PM
December 19, 2011	Council Chambers

A. CALL TO ORDER & CONFIRMATION OF QUORUM

Mayor Hobart called the meeting to order at 7:00 pm and confirmed a quorum of Council was present.

B. OPENING PRAYER

Mayor Hobart led the opening prayer.

C. APPROVAL OF AGENDA

296-11 Moved by: Cr. James
 Seconded by: Cr. Holtorf

“That the agenda be adopted as presented.”

MOTION CARRIED UNANIMOUSLY

D. PROCLAMATIONS/PRESENTATIONS

There were no proclamations or presentations.

E. APPROVAL OF MINUTES

297-11 Moved by: Cr. Westwell
 Seconded by: Cr. James

“That the minutes of Regular Meeting 12-11 of December 13, 2011, be adopted as presented.”

MOTION CARRIED UNANIMOUSLY

F. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.



G. **DECLARATION OF FINANCIAL INTEREST**

There were no declarations of financial interest.

H. **COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports

i. **COMMITTEE OF THE WHOLE**

The Committee of the Whole minutes were approved at the December 13, 2011, Council meeting.

ii. **OTHER COMMITTEES**

There were no reports from other Committees.

b. Enactment of Bylaws

Council Honourarium Bylaw 865

298-11 Moved By: Cr. Marta
Seconded By: Cr. James

“That the Council Honourarium Bylaw 865 be given third and final reading by title only.”

IN FAVOUR – D/M JOHNSON, CR. HOLTORF, & CR. JAMES
OPPOSED – CR. WESTWELL, CR. MARTA, & CR. SMITH
MOTION CARRIED

2012 Budget Bylaw 866

The SAO is directed to ensure appropriate allocations to the water interruption insurance reserve.

299-11 Moved By: D/M Johnson
Seconded By: Cr. Westwell

“That the 2012 Budget Bylaw 866 be given third and final reading by title only.”

ABSTAINED – CR. SMITH
MOTION CARRIED

c. Appointments

There were no appointments.

d. Mayor and Council

300-11 Moved By: D/M Johnson
Seconded By: Cr. Westwell

“That Motion 273-11 of December 13, 2011, be amended to read as follows:
That the retroactive heating costs from 2007 to June 2010, be paid to the South Slave Divisional Education Council as follows: \$62,000 in 2012, \$50,000 in 2013 and \$19,000 in 2014.”

MOTION CARRIED UNANIMOUSLY



- i. Premier's Visit – The Mayor advised the Premier will be arriving in Fort Smith on December 21 to meet with the leadership groups. The Mayor advised items for discussion include funding for general operations, green initiatives, asset management, ambulance, Taltson Dam, and a study for the riverbank. D/M Johnson requested an email reminder be sent on the day of the meeting. Cr. Holtorf requested the addition of the Fire Centre, Territorial Women's Correctional Centre and completion of the paving of Highway 5. Cr. Holtorf identified the need for land and housing. Cr. Smith requested that the Premier be made aware that Fort Smith wants some of the 175 jobs created by devolution. The Mayor also pointed out that Fort Smith has an abundance of the natural resource water and suggested maximizing this opportunity to grow Fort Smith. The Mayor asked Councillors to send questions for the Premier.
- ii. Cr. Marta was pleased with the tax auction results and wished everyone a Merry Christmas.
- iii. D/M Johnson wished everyone a Merry Christmas and safe and Happy New Year.
- iv. Cr. Smith wished everyone a Merry Christmas.
- v. Cr. James wished everyone a Merry Christmas and Happy New Year.
- vi. Cr. Westwell asked for an update on the business licensing bylaw. The SAO will provide the amended draft bylaw in January.
- vii. Cr. Westwell requested that a discipline policy for excluded positions be developed. The SAO will develop a policy or handbook. Cr. Westwell wished everyone a Merry Christmas.
- viii. The Mayor wished everyone a prosperous and happy New Year and reminded everyone to come out and enjoy the fireworks.
- ix. Cr. Westwell asked about the Traffic Plan. The SAO advised it will be brought to the January Committee of the Whole meeting. The SAO advised that the speed limit on Pine Crescent was approved by motion of Council and can be changed, and that when the Traffic Plan is approved, it will replace the motion. The Mayor believes there is a procedural process and the bylaw procedure has not been followed.
- x. Cr. Holtorf asked if Westgrove lots are available for purchase. The SAO is waiting for MACA approval of the debenture bylaw and signage has been requested from Mercury Sign & Art. The SAO will direct Public Works to ensure the area is accessible for viewing.
- xi. The Mayor thanked the Volunteer Fire Department for carrying out a very successful toy and food drive and animal shelter collections.
- xii. The Mayor thanked all Protective Services personnel for helping and participating in the Santa Claus Parade on December 17.
- xiii. Mayor Hobart advised that the Tourism and Trade Advisory Board met today to choose pictures to mount in the airport lobby. Cr. Marta suggested incorporating the pictures at the 60th Parallel Visitor Centre.

e. Administration

- i. Establish Date for Council Procedures Working Session- Council will hold a working session to establish Council Procedures on January 10 2012, at 7 pm.
- ii. The SAO advised the new Recreation Programmer started today and the Aquatic Lead will start December 30, 2011.
- iii. The SAO and Director of Finance wished everyone a merry Christmas.



I. **ABSENCE OF COUNCIL MEMBERS**

301-11 Moved By: Cr. James
Seconded By: Cr. Marta

“THAT Cr. Sauteur-Chadwick is excused from the Regular Meeting of Council for December 19, 2011.”

IN FAVOUR – CR. JAMES, D/M JOHNSON, & CR. MARTA
OPPOSED – CR. SMITH, CR. WESTWELL, & CR. HOLTORF
MOTION DEFEATED

J. **DATE OF NEXT COUNCIL MEETING**

Council Working Session to Establish Council Procedures – January 10, 2012, at 7 pm.
Committee of the Whole Meeting – January 17, 2012, at 7 pm.
Council Meeting – January 24, 2012, at 7 pm.

The Mayor called for a 5 minute break at 8:25 pm. The meeting reconvened at 8:30 pm.

K. **IN CAMERA SESSION**

302-11 Moved By: Cr. Westwell
Seconded By: Cr. James

“That the meeting move in camera at 8:32 p.m. to deal with a personnel issue in accordance with Section 23.3.c. of the Cities, Towns and Villages Act.”

MOTION CARRIED UNANIMOUSLY

OUT OF CAMERA

303-11 Moved By: D/M Johnson
Seconded By: Cr. Holtorf

“That the meeting move out of camera at 9:54 pm.”

MOTION CARRIED UNANIMOUSLY

L. **ADJOURNMENT**

303-11 Moved By: Cr. Smith

“THAT this meeting is adjourned at 9:54 P.M.”

MOTION CARRIED UNANIMOUSLY



Minutes adopted this 24th day of January, 2012.

Mayor Janie Hobart

Certified Correct by the
Senior Administrative Officer Brenda Black

M. **QUESTION PERIOD**

A Question period was offered in accordance with policy.

An Email vote was taken and same to be confirmed at next Council meeting.

That the Town Hall Office shall close at noon for Christmas on December 23, 2011, and

That other permanent Town Staff, dependent on operational needs, be given a half day off on December 23, 2011. Should operational requirements necessitate employment on these noted dates, the employee will be given equivalent time off in lieu at a mutually agreed time.



12-03 Moved by: D/M Johnson
Seconded by: Cr. Minute

“THAT the meeting move out of camera at 10:04 pm.”

MOTION CARRIED UNANIMOUSLY

12-04 Moved by: Cr. Minute
Seconded by: Cr. Holtorf

“THAT Glen Tait, Lead Negotiator, Brenda Black, SAO, and Harvey Harris, Director of Finance, form the Negotiating Team for the Town of Fort Smith for the upcoming negotiations with the Union of Northern Workers;

AND THAT the Negotiating Team will keep Council up to date on the status of the ongoing negotiations.”

MOTION CARRIED UNANIMOUSLY

Cr. Marta returned to the meeting.

F. **ABSENCE OF COUNCIL MEMBERS**

12-05 Moved by: D/M Johnson
Seconded by: Cr. Minute

“THAT Cr. Sheila Santeur-Chadwick be excused from the Special Meeting of Council for January 4, 2012.”

ONE IN FAVOUR
THREE OPPOSED – Cr. Minute, D/M Johnson, Cr. Holtorf
MOTION DEFEATED

G. **ADJOURNMENT**

12-06 Moved by: D/M Johnson

“THAT this meeting is adjourned at 10:10 pm.”

MOTION CARRIED UNANIMOUSLY

Minutes adopted this _____ of _____, 2012.

Mayor Janie Hobart

Certified Correct by the
Senior Administrative Officer Brenda Black



Town of Fort Smith
Report of the Committee of the Whole
Tuesday, January 17, 2012

PRESENT: Mayor J. Hobart D/M B. Johnson
 Cr. B. Marta Cr. K. Smith
 Cr. R. Holtorf Cr. C. Westwell
 Cr. B. Minute

ABSENT: Cr. S. Sauter-Chadwick, Cr. C. James

STAFF: Brenda Black – Senior Administrative Officer
 W. Harvey Harris – Director of Finance
 Anne Sebert – Executive Assistant

GALLERY:

A. CALL TO ORDER AND CONFIRMATION OF A QUORUM

Mayor Hobart called the meeting to order at 7:00 p.m. and confirmed a quorum was present.

B. OPENING PRAYER

Mayor Hobart led the opening prayer.

C. APPROVAL OF AGENDA

Moved by: Cr. Westwell
Seconded by: Cr. Holtorf

That the agenda be approved as presented.

CARRIED UNANIMOUSLY

D. DECLARATION OF FINANCIAL INTEREST

D/M Johnson, declared a financial interest in the Accounts Paid Part II of January 13, 2012.

E. DELEGATIONS

There were no delegations.

F. COUNCIL BUSINESS

a. Reports

i. Accounts Paid

12.01 RECOMMENDATION

“THAT the Accounts Paid Part I for the period ending January 13, 2012, totalling \$1,260,212.75 be adopted as presented.”

The Accounts Paid were provided to Council and reviewed. Accounts Paid Part I of January 13, 2012, is attached as Appendix “A”; Accounts Paid Part II of January 13, 2012, is attached as Appendix “B”.

D/M Johnson left the meeting due to a declared financial interest in the Accounts Paid Part II



12.02 RECOMMENDATION

“THAT the Accounts Paid Part II for the period ending January 13, 2012, totalling \$3,351.62 be adopted as presented.”

D/M Johnson returned to the meeting.

b. Bylaws

i. Bylaw 867 Land Acquisition

12.03 RECOMMENDATION

“THAT the Land Acquisition Bylaw 867 proceed to first and second reading.”

The properties are located at the south end of Wilderness Road and are being acquired for future residential expansion.

ii. Bylaw 868 Land Lease

12.04 RECOMMENDATION

“THAT the Land Lease Bylaw 868 proceed to first and second reading.”

The Land Lease is being entered into by the owners of the liquor store to access their loading zone.

iii. Bylaw 869 Land Lease

12.05 RECOMMENDATION

“THAT the Land Lease Bylaw 869 proceed to first and second reading.”

The Leasehold is for the property at the south end of Wilderness for residential expansion should the land not be available for acquisition.

iv. Bylaw 870 Appoint Collector of Taxes

12.06 RECOMMENDATION

“THAT Bylaw 870 to Appoint W. Harvey Harris as a Collector of Taxes for the Municipal Corporation of the Town of Fort Smith proceed to first and second reading.”

v. Dog Control Bylaw

12.07 RECOMMENDATION

“THAT the Dog Control Bylaw be deferred to the February 7, 2012, Municipal Services Standing Committee for further review;
AND THAT the Salt River First Nation be consulted for input;
AND THAT a public meeting be held after first reading of the bylaw;
AND THAT Bylaw 678, 788 and 823 be repealed.”

vi. Amend the Zoning Bylaw – Apartments & Condominiums

12.08 RECOMMENDATION

“THAT the Zoning Bylaw 794 be amended to replace “Apartments combined with permitted and conditional uses” under the Town Centre with “Apartments and Condominiums, and
THAT Bylaw 794 be amended to remove Clause 7 under Town Centre Dimensions.”

In accordance with legislation an amendment of the zoning bylaw requires a public meeting for community input.

vii. Amend the General Plan – C-Cans

12.09 RECOMMENDATION

“THAT the Zoning Bylaw 794 be amended to include item (7) under Section 6.3 of the Zoning Bylaw and that items (7) be as follows:

- The size of the C-Cans cannot be larger than 8’ x 20’;
- C-Cans must be maintained in accordance with Unsightly Lands Bylaw;
- Maximum of two per property.”

In accordance with legislation a public meeting will be held for community input.



viii. Traffic Regulation Bylaw

12.10 RECOMMENDATION

“THAT By-Law 616 and any subsequent amendments be repealed;

AND THAT the Traffic Regulation By-Law be enacted based on the wording in By-Law 616 with the following changes:

- Clause 11 will read “All drivers shall abide by the speed zones as identified in Appendix A.”
- Appendix A will be appended to the By-Law;
- Clause 48 have the following subsections added:
 - (c) No driver shall drive or operate a vehicle on a roadway while at the same time
 - holding, viewing or manipulating a cellular telephone, radio communication device or other communication device that is capable of receiving or transmitting telephone communications, electronic data, electronic mail or text messages, or
 - holding, viewing or manipulating a hand-held electronic device or a wireless electronic device.
 - (d) An individual may drive or operate a vehicle on a roadway while using a cellular telephone or radio communication device in hands-free mode.
- Clause 56 is removed.”

The Motor Vehicle Act Voluntary Penalties will be reviewed prior to third reading of the bylaw. D/M Johnson asked if road barriers had been installed as recommended before Christmas. The SAO will follow up. Residential Yield signs will be plotted on the Traffic Plan for replacement consideration with Stop signs. A public meeting will be held after second reading of the bylaw. The Traffic Plan will be updated to include the following speed limits: 40K in Town; 30K in school and playgrounds; and 50K on Calder Avenue, all roads leading to Highways 5 and the road to the airport and marked in blue on the Traffic Plan.

The Mayor called for a break at 9:25 pm. The meeting resumed at 9:30pm.

ix. Business Licensing Bylaw Amendments

12.11 RECOMMENDATION

“THAT the amended Bylaw be enacted by Council at its earliest convenience.”

Public input is required and further review of the bylaw will be conducted at the Corporate Services and Human Resources Standing Committee on February 7. A rate structure was requested and Administration was directed not to hold off on issuing business licenses.

Council did not wish to extend the meeting and recommended adjournment.

G. ABSENCE OF COUNCILLORS

Moved by: Cr. Minute

Seconded by: D/M Johnson

That Cr. James be excused from the Committee of the Whole meeting of January 17, 2012.

CARRIED UNANIMOUSLY



Moved by: Cr. Minute
Seconded by: Cr. Westwell

That Cr. Sauteur-Chadwick be excused from the Committee of the Whole meeting of January 17, 2012.

IN FAVOUR – Cr. Marta
OPPOSED – D/M Johnson, Cr. Smith, Cr. Holtorf, Cr. Minute, Westwell
MOTION DEFEATED

H. ADJOURNMENT

The meeting was adjourned at 10:09 p.m.

MAYOR JANIE HOBART

Certified Correct by Brenda Black
SENIOR ADMINISTRATIVE OFFICER

Appendix "A"



Accounts Paid Part I
Jan 13 2012.xlsx

Appendix "B"



Accounts Paid Part II
Jan 13 2012.xlsx

TOWN OF FORT SMITH
ACCOUNTS PAID
FOR THE PERIOD ENDING January 13, 2012

CHQ#	SUPPLIER	DESCRIPTION	AMOUNT	DEPT.
25702	McIlmoyle Law Office - In Trust	Tax sale error for 32 Caribou Crescent	38,500.00	Administration
n/a	Payroll	Pay period ending December 2, 2011	72,289.13	
25703	Receiver General	Tax/CPP/EI	22,533.59	Administration
25704	M. Abraham	Reimburse for coat	167.99	Public Works
25705	A. MacDonald	2011 boot allowance	250.00	Public Works
25706	Beaver's Painting	Painting/patching/priming Town Hall	12,660.00	Administration
034-01	Caterpillar Financial	Lease	4,071.27	Public Works
25707	Cimco Refrigeration	Calcium chloride/oil filters	1,096.72	Recreation
25708	Cascade Graphics	Bylaw violation tickets	638.00	Bylaw
25709	C. Dewolf	Ad-hoc committee for council honorarium	300.00	Legislative
25710	GNWT	Class 1 water treatment/Arena level II course fees	1,300.00	WP/Arena
25711	Lou's Small Engines	Roller with 3 point hitch/propane/work gloves	5,024.15	Rec/WP/Arena
25712	Link Hardware	Material/supplies for animal shelter	275.00	Animal control
25713	Northwestel	Phone bills	4,980.16	All
25714	Northern Life Museum	Meeting room rental	161.00	Rebranding
25715	Slave River Journal	Town hall renovations/chemical room expansion/bylaw meeting/coil launch/tender/employment/remembrance day/public auction ads	4,489.21	Admin/Rec/bylaw Legislative
25716	Wally's Drugs	Paper/supplies/halloween candy	558.68	Admin/rec/library
25717	Town of Fort Smith	Water bills	1,374.90	All
25719	Western Canada Water	2012 membership fees	240.00	Water
25720	Northern News Service	Chemical room expansion ads	787.72	Recreation
25721	Superior Propane	Propane	1,456.80	Arena
25722	Thyssenkrupp Elevator	Quarterly elevator maintenance	1,034.97	Recreation
25723	Fields Store	Supplies	208.95	Recreation
25724	European Cutters Limited	Sharpen zamboni blades	220.50	Arena
25725	JBT Elementary School	Ad-hoc committee for council honorarium (Nick Kaeser donation)	300.00	Legislative
25726	Big Hill Services Ltd	Valve/sensor wire/elbow fitting/hose	347.28	Arena
25727	Northern Stores	Supplies/frames/albums	192.23	Recreation
25728	Bro-dart	Supplies	280.09	Library
25729	Northwestern Air Lease	Airfare/freight	1,068.80	Water/recreation
25730	Flaghouse	TT balls	141.12	Recreation
25731	RDC Services	Instructor fees/regs	1,190.00	WP/PW/recreation
25732	NEBS Pension Fund	December premiums	18,847.08	
25733	BMO MasterCard	Accommodations	435.39	Administration
25734	Aboriginal Engineering	Laboratory services	322.35	Water
25735	Frontier Coachlines	Freight	60.33	Fire
25736	Dutka Investments Ltd	Ring	1,457.50	Fire
25737	Overlander Sports	Squash raquets/balls	279.64	Recreation
25738	IIT W&WW	Level regulator	458.39	Water
25740	Fort Smith Animal Society	Reimburse for euthanizations	283.50	Animal control
25741	Fort Smith Health & Soc. Services	Drivers medical exam applied to outstanding AR invoice	95.48	Water
25742	GNWT	November school tax	3,578.48	Administration
25743	Little Shop of Flowers	Wreaths	367.50	Legislative
25744	BZT General Contracting	Install new electrical	20,233.45	
25745	Northwestel Cable	Internet/cable tv	393.54	WP/Fire/Recreation
25746	Mercury Sign Art & Design	No smoking signs	623.70	Landfill
25747	TDC Contracting	Heating oil/repairs/service/tow/cut metal/supplies	11,389.25	All
25748	Graffiti	Supplies	217.22	Administration
25749	Wesclean Northern Sales	Supplies/flooring & installation	43,936.61	Rec/admin
25750	Fort Smith Ski Club	Annual grant/operating grant	55,000.00	Recreation
25751	Intercall Inc	Phone bill	102.99	Rebranding
25752	Manitoulin Transport	Freight	826.31	Administration
25753	NEBS Group Insurance Fund	December premiums	4,854.67	
25754	Pollardwater.com	Sewer spoon/harness/cones/glasses/gloves	1,552.46	Public Works
25755	Bobcat of the Peace	Filters/oil/seal	295.14	Public Works
25756	L. Peterson	Ad-hoc committee for council honorarium	300.00	Legislative
25757	Misty's Janitorial	Janitorial	1,150.00	Admin/library
25758	Nu Mechanical	Repair valves/replace sump pump/restart boiler/bleed lines/Install ignition transformer/adjust burner/replace flange	2,400.85	Arena/PW/WP/Fire
25759	AECOM Canada Limited	Water licence renewal 2011	1,485.07	Water
25760	Infosat Communications	Phone bill	65.41	Fire
25761	Arctic Alarm Diamondtel	Alarm technician	84.00	Arena
25762	Wilderness Edge Guest House	Accommodation	240.00	Arena
25763	K2Communications	Investment & economic analysis	21,708.00	Rebranding
25764	ALS Canada Ltd	Testing	726.60	Water
25765	Anna's Homecooking	Soup/bunwiches	77.18	Legislative
25766	Fire Marshall's Public Fire Safety Council	Annual affiliate membership	100.00	Fire

TOWN OF FORT SMITH
ACCOUNTS PAID
FOR THE PERIOD ENDING January 13, 2012

CHQ #	SUPPLIER	DESCRIPTION	AMOUNT	DEPT.
25767	Petty Cash	Petty cash establishment	100.00	Library
25769	C. Roche	Honorarium for coaching soccer	180.00	Recreation
25770	D. Kearley	Refund Pete's Gym membership	75.00	Recreation
25771	R. Berro	Refund meter deposit/utility overpayment	133.50	Administration
035-01	Caterpillar Financial	Lease	4,071.27	Public Works
25772	Kingland Ford	Cylinder rentals	378.00	Amb/fire/rec/WP
25773	MSS Ltd	Suppleis	214.18	Ambulance
25774	Grimshaw Trucking	Freight	267.12	Arena
25775	Paul Kaesers Stores	Supplies/halloween candy/water/juice/boots	1,496.35	Rec/admin/legislative
25776	Link Hardware	Material/supplies	317.88	Fire/dog pound
25777	Northwestel	Phone bill	88.95	Fire/amb
25778	NWT Power Corporation	Power bills	39,210.33	All
25779	Slave River Journal	Subscription renewal	47.25	Administration
25780	Fort Smith Fire Dept.	Janitorial	1,142.35	Fire
25782	Lifesaving Society	Infant/adult lungs	91.33	Pool
25783	Superior Propane	Propane	1,350.74	Arena
25784	Big Hill Services Ltd	Repairs/supplies	1,867.23	Arena
25785	Bassett Petroleum Distributors	Salt	5,972.40	Public Works
25786	Northwestern Air Lease	Freight	146.98	Admin/WP
25787	BMO MasterCard	Airfare/meals/vehide registration/equipment/tools/skeleton chart set/ECG simulator/injection arm/AED trainer	-	PW/WP/bylaw Ambulance
25788	Fort Smith Construction	Push stumps & sand/level ground at snow dump	9,918.72	Public Works
25789	G. Olvera	Reimburse for car rental	232.61	WP
25790	DB Perks & Associates	Supplies	336.92	Pool
25791	Globalstar Canada	Phone bill	137.54	Fire
25792	Terry's Carpentry Service	December rent for 26 York Crescent	2,520.00	Ambulance
25793	TDC Contracting	Heating oil/service/gas/diesel/repairs/supplies	33,879.47	All
25794	Wesclean Northern Sales	Squeegees/garbage bags	990.90	Rec/arena
25795	Cole-Parmer Canada	Thermometers	172.57	Water
25796	Apple Fitness Store	Cables/stop-sw tether assembly	159.73	Recreation
25797	Neptune Technology Group	2012 hardware/software extended maintenance	3,918.08	Water
25798	Arctic Alarm Diamondtel	Fire alarm monitoring	92.30	Arena/recreation
25799	Juniper Emblems	45th birthday coins	3,391.50	Legislative
25800	B. Black	Expense claim - asset management training	-	Administration
25801	Paul Kaesers Stores	Supplies	45.94	Library/legislative
25802	Lou's Small Engines	Steam clean council chambers/chairs	346.50	Administration
25803	Cancelled		-	
25804	Town of Fort Smith	December payroll deductions	1,149.50	
25805	Receiver General	Tax/ CPP/EI	28,176.83	Administration
25806	Source Office Furniture	Town office furniture	3,456.60	Administration
25807	Receiver General	2010 notice of assessment - CPP owing	289.32	Legislative
25808	Northern Stores	Chill	170.00	Legislative
25809	BMO MasterCard	Cell phone bill/meals/subscription renewal	1,125.14	All
25810	Aurora TPI Travel	Airfare	431.55	Admin/legislative
25811	Graffiti	Office supplies/printer cartridges	309.39	Library/admin/rec
25812	Ricoh Northern	Copy usage	98.12	Administration
25813	Anna's Homecooking	Soup/sandwiches	165.91	Legislative
25814	Arctech Computers	Preliminary investigation of IT infrastructure issues	2,540.70	Administration
25815	J. Kikoak-Chabun	3rd prize - health & safety contest	250.00	Administration
25816	A. Sebert	1st prize - health & safety contest	1,000.00	Administration
25817	J. Perry	2nd prize - health & safety contest	500.00	Administration
25818	RC Strategies	Fort Smith Master Plan	501.90	Recreation
n/a	Payroll	Pay period ending December 15, 2011	88,611.87	
25819	Sunset Fireworks	Fireworks	10,500.00	Recreation
25820	NWT Business Dev. Corp.	Golf - annual grant	50,000.00	Recreation
25821	Ocean Marker	Running track	223,437.51	Recreation
25822	B. Black	Reimburse for cell phone bill	606.36	Administration
25823	n/a	Cheque was missing when I returned from holidays	-	
25824	Payroll	Pay period ending December 30, 2011	88,355.81	
25825				
25826	Slave River Journal	Citizen of the week/shop Fort Smith/Gov. Gen. reception ads	1,494.15	Legislative
25827	Vadim Software	Remote training	459.38	Administration
25828	Seton	Masks/cartridges/equipment inspection tags	740.30	Maintenance
25829	Cimco Refrigeration	Startup of arena/curling facilities/freight	5,502.89	Arena/recreation
25830	Clerk of the Supreme Court	Garnishee	1,291.60	
25831	Grimshaw Trucking	Freight	176.19	Rec/animal control
25832	Investors Group	December contributions	600.00	
25833	Lou's Small Engines	Propane/helmets/safety glasses/traffic shirts	703.50	Arena/recreation
25834	Link Hardware	Material/supplies	3,995.78	Pool/rec/WP/PW/arena

TOWN OF FORT SMITH
ACCOUNTS PAID
FOR THE PERIOD ENDING January 13, 2012

CHQ.#	SUPPLIER	DESCRIPTION	AMOUNT	DEPT.
25835	Northwestel	Phone bill	4,663.21	All
25836	Petty Cash - Town Office	Seniors birthday cards/supplies/postage	226.09	Legis/admin/Mtce.
25837	Slave River Journal	Christmas food & toy drive/Christmas greeting ads	673.05	Fire/admin
25838	Wally's Drugs	Lock box/supplies/distilled water	445.21	Arena/WP/admin
25839	Town of Fort Smith	Water bills	1,189.90	All
25841	Receiver General	Tax/PPP/EI	29,825.32	
25842	E. Doucette	Refund meter deposit less utilities owing	61.00	Water
25843	PSAC	December union dues	4,328.41	
25844	Superior Propane	Propane	649.88	Arena
25845	Receiver General for Canada	2011/12 winter road contribution	5,000.00	Public works
25846	GNWT - Taxation Division	December payroll tax	7,267.07	
25847	Big Hill Services Ltd	Plexiglass	1,304.35	Arena
25848	Bassett Petroleum Distributors	Salt	6,384.00	Public works
25849	G. Miltenberger	Reimburse for yoga supplies	270.36	Recreation
25850	S. Olsen	Reimburse for education dvd's	152.48	Fire
25851	Maintenance Enf. Program	Garnishee	1,510.00	
25852	Fire Prevention Services	Annual sprinkler system/fire extinguisher inspections	3,801.78	Arena/rec/WP/PW
25853	Corporate Express	Office supplies	2,475.23	Administration
25854	H. Freund	Refund meter deposit/utility overpayment	356.00	Water
25855	BZT General Contracting	Town garage/hall electrical repairs	2,777.52	PW/admin
25856	Northwestel Cable	Internet/cable tv	477.52	PW/WP/rec/fire
25857	Kozy Karpets	Tile for bathroom shower	71.39	Pool
25858	Mercury Sign Art & Design	Name plates	56.70	Fire
25859	TDC Contracting	Repairs/heating oil/diesel/supplies	33,126.79	All
25860	Aurora TPI Travel	Airfare	1,343.39	Recreation
25861	Graffiti	Binders/paper/printer cartridges	356.79	Administration
25862	Wesclean Northern Sales	Cleaning supplies	875.87	Recreation
25863	Intercall Inc	Phone bill	204.63	Tourism
25864	Manitoulin Transport	Freight	1,694.92	Administration
25865	Jones-Konihowski Ent.	Final report/recommendations/expenses	2,992.50	Administration
25866	GNWT - PWS	Annual boiler/pressure vessel registration	989.00	PW/WP/fire/arena
25867	Misty's Janitorial	Janitorial	1,150.00	Admin/library
25868	CN Doors	Supply & install door/repair garage door	16,991.84	Arena/public works
25869	Concept Controls	Sensor	307.13	Recreation
25870	Irwin Air Ltd	Air test klt/purifier cartridge	421.88	Fire
25871	TOFS Employee Association	December staff contributions	332.00	
25872	Worktech Inc	Project management	97.13	Administration
25873	B. Chadwick	Refund day camp fees	90.00	Recreation
25874	Brookmar Electric	Check fire alarm at fire hall	298.10	Fire
25875	H. Harris	Moving & conference expenses	1,208.46	Administration
25876	D. Vail	Honorarium for coaching soccer	93.75	Recreation
25877	D. McDonald	Honorarium for coaching soccer less amount owing	134.00	Recreation
25878	E. MacDonald	Honorarium for coaching soccer	281.25	Recreation
25879	Kingland Ford	Cylinder rentals	390.60	WP/fire/rec/amb
25880	NWTAC	2012 membership dues/AEA fee	8,000.15	Legislative
25881	NEBS Pension Fund	January premiums	19,027.82	
25882	Postage by Phone	Postage	2,100.00	Admin/WP
25883	Western Willow Ventures	CMS hosting	315.00	Administration
25884	Terry's Carpentry Service	January rent for 26 York Crescent	2,520.00	Ambulance
25885	RFS Canada	Copier lease	208.95	Administration
25886	NEBS Group Insurance Fund	January premiums	4,798.67	
25887	Ashton Chartered Accountants	Audit fees	9,152.14	Administration
n/a	Payroll	Pay period ending January 13, 2012	74,041.91	
TOTAL			<u>\$ 1,259,531.43</u>	

TOWN OF FORT SMITH
ACCOUNTS PAID
FOR THE PERIOD ENDING January 13, 2012

CHQ#	SUPPLIER	DESCRIPTION	AMOUNT.	DEPT.
25718	Freund Building Supplies	Repair panic hardware	416.33	Arena
25739	B. Minute	Ad-hoc committee for council honorarium	200.00	Legislative
25768	R. Holtorf	Ad-hoc committee for council honorarium	300.00	Legislative
25781	Freund Building Supplies	Pump/ice plant lock repair/material supplies	2,267.37	Pool/Rec/arena
25840	Freund Building Supplies	Plastic table rolls	167.92	Legislative
TOTAL			<u>\$ 3,351.62</u>	



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 867

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO ACQUIRE A FREEHOLD INTEREST OR FEE SIMPLE TITLE IN LAND FOR THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, PASSED PURSUANT TO SECTION 53 OF THE CITIES, TOWNS AND VILLAGE ACT S.N.W.T, 2003, c.22.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest to acquire the lands described hereunder, and

NOW THEREFORE, the Council of the Town of Fort Smith, at a duly assembled meeting enacts as follows:

1. THAT the Municipal Corporation of the Town of Fort Smith is hereby authorized to acquire a freehold interest or fee simple title in the following parcels of land from THE COMMISSIONER OF THE NORTHWEST TERRITORIES the whole of Lot 199 Plan 14 FORT SMITH and Lot 200 Plan 14 FORT SMITH, vacant land on Wilderness Road, in consideration for the sum of One Dollar (\$1.00)
2. THAT the Mayor and Senior Administration Officer of the said Municipal Corporation of the Town of Fort Smith, or lawful deputy of either of them are hereby authorized in the name and on the behalf of the Municipal Corporation of the Town of Fort Smith, to execute all such forms of application, deeds, indentures, and other documents as may be necessary to give effect to this Bylaw and to affix thereto the corporate seal of the Municipal Corporation of the Town of Fort Smith as the act and deed thereof, subscribing their names in attestation of such execution.

READ A FIRST TIME THIS _____ DAY OF _____, 2011 A.D.

READ A SECOND TIME THIS _____ DAY OF _____, 2011 A.D.

READ A THIRD TIME THIS _____ DAY OF _____ 2011 A.D.

_____ Janie Hobart _____

_____ Brenda Black _____

MAYOR

SENIOR ADMINISTRATION OFFICER

I hereby certify that this bylaw has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the bylaws of the Municipal Corporation of the Town of Fort Smith.

_____ Brenda Black _____

Senior Administrative Officer



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 868

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO ACQUIRE A FREEHOLD INTEREST OR FEE SIMPLE TITLE IN LAND FOR THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, PASSED PURSUANT TO SECTION 53 OF THE CITIES, TOWNS AND VILLAGE ACT S.N.W.T, 2003, c.22.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest to lease land described hereunder, and

NOW THEREFORE, the Council of the Town of Fort Smith, at a duly assembled meeting enacts as follows:

- 1. THAT the Mayor and Senior Administrative Officer or his/her designate are hereby authorized on behalf of the Town of Fort Smith to enter into a lease agreement with SUNDOG NORTH INC. to lease the land as described below:

One portion of the lot in the Slide Zone on Lot 1432 of Plan 1846, measuring 3628.88 square feet.

- 2. THAT the said land shall be leased for the purpose of Commercial: Loading Zone/Driveway Use ONLY and for an annual rental of EIGHT HUNDRED DOLLARS AND SEVENTEEN CENTS (\$800.17), including GST.

READ A FIRST TIME THIS _____ DAY OF _____, 2011 A.D.

READ A SECOND TIME THIS _____ DAY OF _____, 2011 A.D.

READ A THIRD TIME THIS _____ DAY OF _____ 2011 A.D.

_____ Janie Hobart _____

MAYOR

_____ Brenda Black _____

SENIOR ADMINISTRATION OFFICER

I hereby certify that this bylaw has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the bylaws of the Municipal Corporation of the Town of Fort Smith.

_____ Brenda Black _____

Senior Administrative Officer



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW #868 – APPENDIX “X”
LEASE AGREEMENT**

THIS LEASE made in duplicate this _____ day of _____ 20__ A.D.
BETWEEN:

THE TOWN OF FORT SMITH
a corporate body pursuant to
the Municipal Act of the
Northwest Territories

(Hereinafter called the “Lessor”)

-AND-

SUNDOG NORTH INC.
Of BOX 855
FORT SMITH, NT

(Hereinafter called the “Tenant”)

WITNESSETH THAT in consideration of the covenants of the Tenant contained and the rents reserved herein, the Lessor hereby leases to the Tenant all that portion of municipal lands described as follows:

The portion of _____ Lot 1432: Slide zone lot _____ (partial parking lot and loading zone) in the Town of Fort Smith, in the Northwest Territories, according to a plan of survey filed in the Land Titles Office for the Northwest Territories Land Regulation District under number _____ 1846 _____;

Subject always to the reservations and exceptions contained in the original grant from the Crown, the Commissioner’s Land Act and the Commissioner’s Land Regulations, and as show on the Certificate of Titles for the said land;

(Hereinafter called the “Lot”)

TO HAVE AND TO HOLD for the term of _____ years, commencing on the first day of _____, 20__, and the option of the Lessor, subject always to termination as otherwise set forth herein.

The Lessor covenants with the Tenant as follows:

1. Subject to prompt payment when due to rent hereby reserved and observance of and compliance with the covenants herein contained and such other regulations and by-laws as may apply by the Tenant, that the Tenant shall quietly and peaceably enjoy the use of the Lot for the term hereby leased or renewed unless sooner terminated;
2. That the Lot is fit for occupancy as a Commercial: loading zone/driveway site in accordance with the by-laws of the Lessor, and
3. That the Lessor shall provide sewer and water services to a point adjacent to the Lot, garbage collection and other municipal services as required to be performed pursuant to the by-laws of the Lessor.

THE TENANT covenants with the Lessor as follows:

1. To pay the rent demanded promptly when due to the Senior Administrative Officer of the Lessor at the Town Hall (Box 147), Fort Smith, Northwest Territories, or to its agent.



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW #868 – APPENDIX “X”
LEASE AGREEMENT

2. To pay all other rates, taxes, licenses and other charges promptly when due, according to law in respect of the Lot and the Tenants occupancy or use thereof and or any building or structure therein, including charges for water consumption.
3. To observe and comply with all rules, regulations, acts and by-laws from time to time in force with respect to the Lot and the Tenant’s occupancy and use thereof; and
4. Not to do or permit any act or thing which shall cause any person to place against the Lot or any building or structure therein, any mechanic’s or other lien or any mortgage, charge or encumbrance, save subject to the Lessor’s right of distress for non-payment of rent under this agreement.

PROVIDE ALWAYS, HOWEVER, and it is hereby mutually agreed by the Parties hereto that:

1. This lease shall terminate upon not less than one (1) calendar months’ notice by either the Lessor or the Tenant, the one to the other, such to be in writing:
 - a. Delivered by the Tenant or his agent to the Senior Administrative Officer in person or by first class registered mail addressed to:

Senior Administrative Officer
Town of Fort Smith
Box 147
Fort Smith, NT
X0E 0P0
 - b. Delivered to the Lessor or its agent to the Tenant in person or by prepaid first class registered mail addressed to the Tenant at the postal address on record with Senior Administrative of the Lessor for the Tenant,

and a notice sent by such mail shall be deemed to have been delivered on the first regular business day after it was marked by the Post Office to have been deposited in the mail, and such notice shall provide for the termination of this Lease upon the last day of the calendar month.

2. If the Tenant shall be in breach of any of the covenants, conditions or agreements in this lease or shall suffer execution process to be issued so as to affect his interest in the Lot or in any building structure of fixture therein without payment of the rent or other sums due in respect thereof or shall be or become insolvent, then and in such event the Lessor may terminate the Lease without notice and may re-enter and take possession of the Lot together with any building, structure or fixture therein and may forthwith remove, dismantle and store the same at the sole expense of the Tenant and the Lessor shall have all rights of Landlord in respect thereof notwithstanding that such removal, dismantling or storing shall take place elsewhere than on the Lot.

This Lease shall not be assigned, nor any renewal nor portion thereof.

That the Tenant shall, upon the termination or the Lease, howsoever terminated, yield up the Lot to the Lessor quietly, peaceably and promptly and, subject to the Lessor’s rights or distress for non-payment of rent, to leave and deliver up the Lot in a good, clean and orderly condition in good repair to the termination or the Lease.

That the yearly rental for the Lot shall be \$ 800.17 (_____) dollars, as determined by resolution of the Council of the Town of Fort Smith, payable in advance in Canadian Funds par at Fort Smith, Northwest Territories, on or before the first day of each and every year during the term of the Lease.



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
 BYLAW #868 – APPENDIX “X”
 LEASE AGREEMENT**

That where for any reason the term of Lease shall commence on any day other than the first day of the year or shall terminate on any day other than the last of the year a proportion of the yearly rental shall be charged on a monthly basis for each month before the first day of the following year or after the last day of the previous year as the case may be.

That the amount of the yearly rental for the Lot may be varied by resolution of the Council of the Lessor, in which case not less than ninety (90) clear days’ notice in writing of such variation shall be given to the Tenant by the Town Administrator of the Town of Fort Smith.

The Tenant shall at all times indemnify and save harmless the Lessor from and against all actions, claims, demands, costs and damages whatsoever that may be brought, made or sustained against the Lessor by reason of anything done or omitted to be done by the Tenant, his agents servants, or workmen, in relation to this Lease.

This Lease ensures to the benefit of and is bending upon the parties hereto, their heirs, successors, administrators and assigns.

WITNESS WHEREOF this agreement has been executed by the ties hereto on the day and year first above written.

THE TOWN OF FORT SMITH
 by its seal affixed
 hereto in the presence
 of its proper officers
 in that behalf.

 MAYOR

 SENIOR ADMINISTRATIVE OFFICER

 TENANT

 WITNESS



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 869

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO ACQUIRE A FREEHOLD INTEREST OR FEE SIMPLE TITLE IN LAND FOR THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, PASSED PURSUANT TO SECTION 53 OF THE CITIES, TOWNS AND VILLAGE ACT S.N.W.T, 2003, c.22.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest to acquire the lands described hereunder, and

NOW THEREFORE, the Council of the Town of Fort Smith, at a duly assembled meeting enacts as follows:

1. THAT the Municipal Corporation of the Town of Fort Smith is hereby authorized to acquire a leasehold interest in the following parcels of land from THE COMMISSIONER OF THE NORTHWEST TERRITORIES the portion of Lot 199 Plan 14 FORT SMITH, to develop drainage ditch at 89 Wilderness Road, in consideration for the sum of One Dollar (\$1.00)
2. THAT the Mayor and Senior Administration Officer of the said Municipal Corporation of the Town of Fort Smith, or lawful deputy of either of them are hereby authorized in the name and on the behalf of the Municipal Corporation of the Town of Fort Smith, to execute all such forms of application, deeds, indentures, and other documents as may be necessary to give effect to this Bylaw and to affix thereto the corporate seal of the Municipal Corporation of the Town of Fort Smith as the act and deed thereof, subscribing their names in attestation of such execution.

READ A FIRST TIME THIS _____ DAY OF _____, 2011 A.D.

READ A SECOND TIME THIS _____ DAY OF _____, 2011 A.D.

READ A THIRD TIME THIS _____ DAY OF _____ 2011 A.D.

Janie Hobart
MAYOR

Brenda Black
SENIOR ADMINISTRATION OFFICER

I hereby certify that this bylaw has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the bylaws of the Municipal Corporation of the Town of Fort Smith.

Brenda Black
Senior Administrative Officer

TFS Land use permit

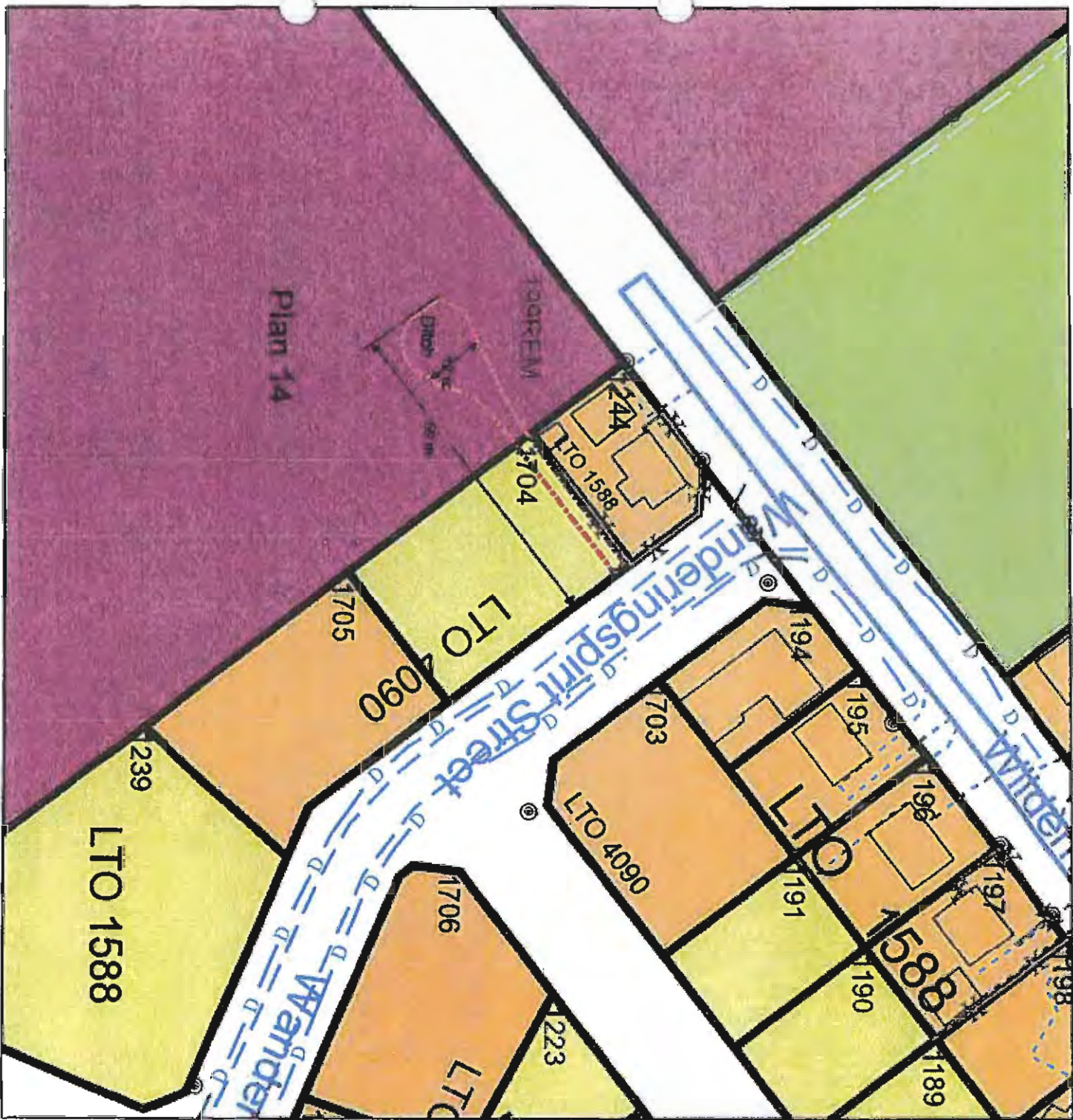
Legend

- Land Authority
 - Federal Parcel
 - Commissioner's Parcel
 - Municipal Parcel
 - Private Parcel
 - IAB Parcel
 - Gwich'in Parcel
 - Inuvialuit Parcel
 - Sakhil' Parcel
 - Tł' Cho Parcel
 - Hay River Indian Reserve Parcel
 - Salt River Indian Reserve Parcel
 - Mixed Authority
- Unsurveyed Sketch
 - Unsveyed Federal Sketch
 - Unsveyed Commissioner's Sketch
 - Unsveyed Municipal Sketch
 - Unsveyed Private Sketch
 - Unsveyed IAB Sketch
 - Unsveyed Inuvialuit Sketch
 - Surveyed Parcel
- Block Land Transfer
 - Municipal Boundary
 - Building Footprint
- Structure Point
 - 1 Pole (Hydra, Light, etc) Marker, Sign
 - ⊕ Tower, Antenna, Dish
- Structure Line
 - Bridge, Culvert
 - Dock, Retaining Wall, Ramp
 - Fence, Gate, Guide Rail
 - Park, Recreation Area, Cemetery
 - Pipeline (Subsurface), Hydrant, Manhole
 - Pipeline (Surface) Outdoors
 - Fill, Borrow Site, Quarry, Dump Site
 - Pole (Hydra, Light, etc) Marker, Sign
 - Tower, Antenna, Dish

Scale 1:482
Date April 08, 2011



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Department of Municipal and Community Affairs,
www.mca.gov.nt.ca





**APPLICATION FOR
COMMISSIONER'S LAND**

Office Use Only

Application No:

5311-014
File No: 100-SK-00076

Type of Land Use Applying for:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Residential Lot | <input type="checkbox"/> License Agreement |
| <input type="checkbox"/> Recreational | <input type="checkbox"/> Easement Agreement |
| <input type="checkbox"/> Transfer (Gov't Only) | <input type="checkbox"/> Right of Way Agreement |
| | <input type="checkbox"/> Reservation By Notation (Gov't Only) |

**Information on Applicant(s) Must be age of majority (19 or over) to apply.
If more than two Applicants please attach separate sheet.**

<input type="checkbox"/> Mr	<input type="checkbox"/> Miss	SURNAME: <i>TOWN OF FOULSMITH</i>	GIVEN NAME:	INITIAL:
<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.			

Mailing Address: (Street or P.O. Box) *Box 147* DATE OF BIRTH: _____
Day/Month/Year

COMMUNITY: *Foul Smith* PROVINCE/TERRITORY: *NT* POSTAL CODE: *X0E 0P0*

Telephone No: <i>Work Home: (867) 872-8400</i> <i>Work: ()</i> <i>Cell: (867) 872-0494</i>	FAX: () Email Address: <i>JSoucy@foulsmith.ca</i>	What is your preferred contact method? <input type="checkbox"/> Email <input type="checkbox"/> Fax <i>867-872-8401</i> <input type="checkbox"/> Mail
--	---	---

B. Information on Co-Applicant

<input type="checkbox"/> Mr	<input type="checkbox"/> Miss	SURNAME:	GIVEN NAME:	INITIAL:
<input type="checkbox"/> Mrs.	<input type="checkbox"/> Ms.			

Mailing Address: (Street or P.O. Box) DATE OF BIRTH: _____
Day/Month/Year

COMMUNITY: PROVINCE/TERRITORY: POSTAL CODE:

Telephone No: Home: () Work: () Cell: ()	FAX: () Email Address:	What is your preferred contact method? <input type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> Mail
--	-------------------------------	---

C. Tenancy

I hereby make application to:

Lease Purchase

If two or more persons are applying for this land please signify the type of tenancy desired

Joint Tenancy Tenancy in Common

Definition:

Joint Tenancy – A form of ownership where there is a presumption of survivorship. This means that when a joint tenant dies, his/her interest automatically passes to the surviving joint tenant.

Tenancy in Common - A form of ownership where each tenant (Owner or Lessee) holds an undivided interest in the property. Upon the death of one of the individuals, their property interest passes to their estate or heirs.

D Parcel Description

- If **surveyed**, state lot and block/group or quad number as well as the LTO Plan number. If **unsurveyed**, describe the dimensions, size and location of the land and attach a map showing the exact location of the land.

- Portion of lot 199 plan 14

E. Construction Plans

Are there any buildings or improvements on the land now? YES/NO

Briefly describe any existing building. none

Revised Drainage Ditch

Value of improvements already on the land \$ \$20,000

Name of owner of improvements _____ (If existing improvements are to remain on the land that you are applying for, you must provide proof of ownership (i.e. Bill of Sale)

Briefly describe any new improvements that you plan to place on the land. Indicate where the new improvements will be located. Use your sketch for illustration.

The Estimated Value of any new improvements \$ _____

Construction of the said improvements shall commence within Six (6) months of the effective date of an executed Lease, and shall be completed within Twenty Four (24) months of the effective date of the executed Lease.

G. Fees

Application Fee \$250.00

This application will not be considered unless accompanied by an application fee of two hundred and fifty (\$250.00) dollars.

The submission of this application and payment of the two hundred and fifty (\$250.00) dollars application fee do not in themselves convey any right to the land.

If this application is refused the application fee will be refunded. If a lease or agreement is approved but not executed by the applicant, the application fee is forfeited.

Please make all cheques payable to "Government of the NWT"

I certify that the information I have given in this application is correct, to the best of my knowledge.

Signature of Applicant _____



Date _____

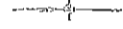
APR 12/11

Signature of Co- Applicant _____

Date _____



Fort Smith



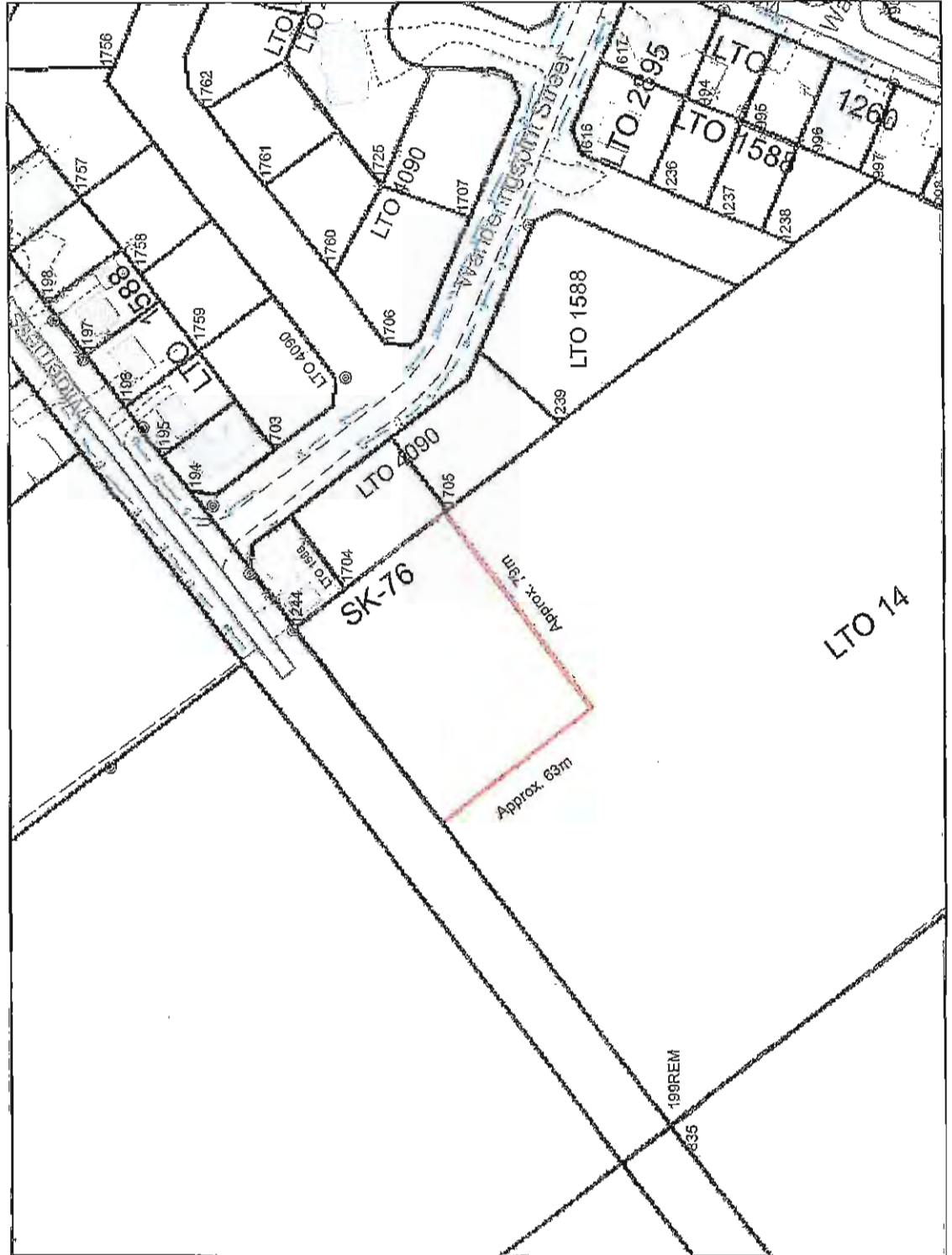
Scale: 1:1,500



Date Printed: December 5, 2011
Drafted by: Gwen Mercedes - Senior Lands Officer

100-SK-00076

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Department of Municipal and Community Affairs,
www.mca.gov.nt.ca



199REM
6635



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 870

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO APPOINT A MUNICIPAL TAX COLLECTOR, PURSUANT TO SECTION 83 OF THE PROPERTY ASSESSMENT AND TAXATION ACT R.S.N.W.T., (1988), c. P-10

WHEREAS, the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it desirable to appoint a person as the municipal collector of taxes for the purpose of carrying out the requirements of the Property Assessment and Taxation Act, R.S.N.W.T. 1988, c. P-10.

NOW THEREFORE, the Council of the Municipal Corporation of the Town of Fort Smith, at a duly assembled meeting enacts as follows:

1. That W. Harvey Harris be appointed a municipal collector of taxes.
2. That this appointment shall come into effect upon this bylaw receiving third reading.
3. That the appointment shall expire upon the termination of employment of W. Harvey Harris with the Town.
4. That Bylaw 857 is hereby repealed.

READ A FIRST TIME THIS _____ DAY OF _____, 2012 A.D.

READ A SECOND TIME THIS _____ DAY OF _____, 2012 A.D.

READ A THIRD TIME THIS _____ DAY OF _____, 2012 A.D.

MAYOR

SENIOR ADMINISTRATIVE OFFICER

I hereby certify that this bylaw has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the bylaws of the Municipal Corporation of the Town of Fort Smith.

Senior Administrative Officer



BRIEFING NOTE

To: Committee of the Whole
Date: January 17, 2012
Subject: Zoning By-Law Amendment

Purpose:

To provide a recommendation for a change in the zoning by-law.

Background:

In an effort to improve the housing availability in the Town of Fort Smith, a review of the zoning by-law as it impacts this industry needs to be considered prior to our review of the entire by-law.

Analysis:

Recent developments may result in development applications for apartments and/or condominiums in the Town Centre (TC) Zoned area.

Currently, conditional uses for the Town Centre includes "Apartments combined with permitted and conditional uses." As you are aware, when an application is submitted for a conditional use, the request comes before Council for consideration and ultimate approval.

In consideration of our desire to enhance housing opportunities, it would be prudent to change this item under conditional uses to "Apartments and condominiums." If the by-law is amended in this way changing the category to Apartments and condominiums under Conditional Uses, Council will ultimately be the judge at the time of an application.

Recommendation:

THAT the By-Law 794 be amended to replace "Apartments combined with permitted and conditional uses" under the Town Centre with "Apartments and Condominiums."

AND THAT By-Law 794 be amended to remove Clause 7 under Town Centre Dimensions.

Respectfully submitted,

Brenda Black
Senior Administrative Officer



BRIEFING NOTE

To: Committee of the Whole
Date: January 17th, 2012
Subject: Zoning By-Law Amendment – C-Cans

Purpose:

To provide Committee of the Whole with a recommendation to amend the General Plan to permit C-Cans on properties zoned residential within detailed guidelines.

Background:

The Town of Fort Smith's Zoning By-Law does not currently contain wording to address the issue of C-Cans on residential properties. Recently, the Town has received two Development Permit requests for permission to place C-Cans on their residential property.

Discussion:

When the issue was raised at Council there was a variety of opinions regarding the placement of C-Cans on residential properties. As this is an issue that impacts the entire community and is related to "Lands Planning," a public meeting was held to address the issue with the public. All members of the public that attended the meeting were in agreement that C-Cans should be permitted on residential properties with appropriate guidelines. The suggested guidelines included locations, maintenance standards, size, number, use and no stacking.

Analysis:

At the current time, the Zoning By-Law contains a section, 6.3, on Accessory Buildings that is provided on the following page in the green box. In order to clarify the issue of C-Cans, this section can be amended.

Currently this section covers the placement of the structure, the restriction on habitation and restrict the ability to stack C-Cans with the height restriction.

6.3 Accessory Buildings

- (1) Where any building or structure on a site is attached to a principal building in ANY way, it shall be deemed to be part of the principal building and not an accessory building.
- (2) Side and Rear Yard provisions for accessory buildings are reduced to not less than 1 metre providing that overhanging eaves shall not be less than 0.6 metres from any lot line and the accessory structure shall not be in front of the principal building
- (3) Accessory buildings are to be sited a minimum of 3.0 metres from any other building, including the principal or main building on site, provided there is not a greater separation distance specified in the National Building Code of Canada.
- (4) Site coverage of all accessory buildings shall not exceed 12% of the site area.
- (5) The overall height of an accessory building measured to the peak of the roof shall not exceed 5 metres.
- (6) With the exception of caretaker's units and granny suites, no accessory building shall be used for human habitation.

In order to ensure that the other requirements suggested are included, it would be recommended that the Section 6.3 be amended to include an item (7) that would read as follows:

Add: (7) C-Cans will be permitted on residential properties if in accordance with all the regulations for accessory buildings, and:

- the size of the C-Can cannot be larger than 8' x 20';
- C-Cans must be maintained in accordance with Unsightly Lands By-Law;
- maximum of two per property.

Recommendation:

THAT the Zoning By-Law be amended to include item (7) under section 6.3 of the Zoning By-Law and that item (7) be as follows:

Add: (7) C-Cans will be permitted on residential properties if in accordance with all the regulations for accessory buildings, and:

- the size of the C-Can cannot be larger than 8' x 20';
- C-Cans must be maintained in accordance with Unsightly Lands By-Law;
- maximum of two per property.

Respectfully submitted,

Brenda Black

Brenda Black
Senior Administrative Officer



BRIEFING NOTE

TO: Council

DATE: January 12, 2012

ISSUE: Appointments to Tourism and Trade Advisory Board

BACKGROUND:

Citizens are encouraged to sit on various advisory boards. Currently, there are vacancies on TTAB.

DISCUSSION:

Several citizens have expressed interest in sitting on TTAB. All have interest in the matters of this advisory board and bring varied experiences that will be of great benefit to the board. Three are business owners and one works in public and media relations. They attended the most recent TTAB meeting so they are aware of the mandate and activities of the board.

RECOMMENDATION:

That Kevin Antoniak, Dana Jackson, Jayne Murray, and Laurie Young be appointed to the Tourism and Trade Advisory Board. These appointments will expire December 31, 2013.



Tourism and Trade Advisory Board

Minutes - Tuesday, December 19, 2011

Town Hall Chambers

Present: Shari Olsen, Jason Panter, Mike Couvrette, Mike Keizer, Tim Gauthier, Mayor Janie Hobart, Mike Keizer, SAO Brenda Black, Harvey Harris - Director of Finance

1. Call to Order
Mayor Hobart called the meeting to order at 12:15 p.m.
2. Approval of Agenda
That the agenda be approved as presented. Mike K/Shari
3. Approval of Minutes
Tabled to next meeting.
4. Working Group Reports
 - a. Infrastructure – the working group reviewed a collection of photos from CLICK and Heidi Seltzer and presented three or four from each of parts of the new marketing logo (buffalo, pelican, aurora and river) as well as two for the panoramic view of the river. The group chose the photos to be produced for the airport lobby.
 - b. Marketing – Advertising in Up Here and Explorer's Guide was tabled to January meeting.
 - c. Trade – Trade Shows. It was determined that we would attend the Edmonton RV Show, and the adventure shows in Calgary and Vancouver. Who will be attending will be determined at the January meeting. We will also contact Hay River to see if we could work out a partnership with the Town of Hay River to attend closer trade shows such as Yellowknife, Grande Prairie, Peace River, Fort St. John, La Crete, and Dawson Creek.
5. New Business
 - a. Membership – There are three members who have not attended for more than three meetings months thus they are considered resigned – Bertine Trembley, Thorsten Raab, and Della Beck. There are four individuals who are interested – Jayne Murray, Kevin Antoniak, Laurie Young and Dana Jackson. They will be invited to the next TTAB meeting.
 - b. Update on Branding and Marketing Strategy – Tim agreed to be the lead on the launch and Mike C agreed to be the lead on preparation of material to give to the business community.
6. Next Meeting
Monday, January 9 at 12:00 pm in Town Council Chambers
7. Adjournment
The meeting was adjourned at 1:20 pm.



Tourism and Trade Advisory Board

Minutes - Tuesday, November 2, 2011

Town Hall Chambers

Present: Hilary LeRoy-Gauthier - Chair, Shari Olsen, Mayor Janie Hobart, Mike Keizer, Janna Jaque, SAO Brenda Black, Tim Gauthier

1. Call to Order
Hilary called the meeting to order at 12:20
2. Approval of Minutes
The minutes from the last meeting were not available.
3. New Business
 - a. Council Meeting Marketing Presentation - October 26, 2011
Council was pleased with the draft presented by Tim at the October 26th Special Council Meeting. Several members noted appreciation for the hard work that TTAB members do as volunteers for this board
 - b. Business Breakfast meeting - October 30, 2011
Overall, the Business breakfast meeting went well and was well attended. There were a few logistical issues to deal with but it was felt this was a good step forward and to hold another. Business people are eager to see the Marketing Plan and the branding elements. A re-branding and marketing workshop has been set for November 23 at 7-9 pm at the Museum. Workshop will provide a venue for discussion on bringing the brand to life. The board hopes the business community will provide input on how they plan to implement the brand. Business people will be given the opportunity to provide feedback at the workshop – further discussion by TTAB will determine the structure of the meeting and the type of feedback the board is looking for. TTAB will need to decide which portions of the Marketing Plan will be released to the business community at the workshop and what will be held back for the upcoming launch – more discussion is necessary for this to be determined. Further discussion will determine how the media is engaged in this process from present to workshop to launch, with a goal to build excitement and provide efficient communication.
 - c. Airport displays
This was tabled to the next meeting.
 - d. NWT Conference and Meeting Planner
A copy of the NWT Tourism planner was shown. This area needs further discussion.

4. Other Business

a. Wood Buffalo National Park Ex-Officio Members

Janna will be stepping away from her position as ex officio Wood Buffalo National Park.

b. Resignation of Chair

Hilary advised she will be resigning from TTAB and thus will be stepping down from the position as chair due to other commitments.

c. Absent members – there are three members who have not attended a number of regular and subcommittee meetings with no reason for the absence. These members shall be contacted to determine if they still wish to be members.

5. Next Meeting

Tuesday, November 8 at 7:00 pm in Town Council Chambers

6. Adjournment

The meeting was adjourned at 1:10 pm.

MINUTES

Fort Smith
Mary Kaeser Library Advisory Board
Wednesday, December 7, 2011

Minutes of the Regular Meeting of the Mary Kaeser Library Board held on Wednesday, December 7, 2011 in the Library Board Room.

Present	Antoniak Rita Daitch Richard (Chairman) Dolan Sandra Hartery Keith	Hudson Lisa James Claudette (Town Council Rep) Zimmer Cam
Staff	Bird Tracy (Acting Librarian)	
Regrets	Black Brenda (CEO) Hobart Janie (Mayor)	

1. Call to Order

The Chairman called the meeting to order at 7:30pm

2. Adoption of Agenda

Moved by Cam Zimmer, seconded by Claudette James

THAT the agenda of the regular MKL Board on December 7, 2011 be approved with no amendments.

Carried.

3. Adoption of Minutes - November 9, 2011

Moved by Keith Hartery, seconded by Rita Antoniak

THAT the minutes of the regular MKL Board meeting of November 9, 2011 be approved.

Carried.

4. Business Arising from Minutes

4.a Board Bank Account

Richard Daitch spoke to last month's discussion and suggested the MKL Board bank account remain under the control of the MKL Board and not be transferred over to a Friends of the Library (FOL) Society. He strongly advised that any future use of the funds not go towards operating or maintenance costs that are part of the town's financial responsibilities.

Moved by Rita Antoniak, seconded by Cam Zimmer

THAT the money held within the present MKL Board bank account, remain under the control of the MKL Board and not be transferred over to another organization or society.

Carried.

4.b Library Re-Organization

Tracey Bird spoke to a request for the board's support on re-organizing the library over the Christmas holidays. She has a solid plan and layout after a considerable amount of measuring and planning. She is confident that there is sufficient shelving in the library to accomplish the re-organization. No final decision was reached.

5. Reports from the Chairman & Librarian

5.a Chairman Report (Richard Daitch)

Richard Daitch reflected on his 22 years as the library board chairman with fondness and pride. He acknowledged the many accomplishments of the board over the years, especially the publication of the book "Wooden Boats and Iron People". Richard touched on several successful Library ventures. He highlighted the visiting author events and the literacy program. Richard expressed his gratitude to past and present Librarians and MKL board members. All these people provided endless support and volunteer time through both good and challenging times. He is pleased to turn over the reins to a new Chairman and Board under favourable conditions.

Sandra Dolan announced her resignation from the board. She has been with the board for 10 years. The book "Wooden Boats and Iron People" is now complete and she feels it is time to step down as a board member.

5.b Acting Librarian Report (Tracey Bird)

Tracey's written report on the past month's activities was received for information. Tracey highlighted staffing adjustments due to Sheila Sauteur-Chadwick's (Librarian) extended leave of absence. Sheila's leave has been extended to January 29, 2012. Tracey outlined the holiday library events and hours of operation. New year programming ideas were also touched on. A budget variance report, dated December 7, was reviewed. Tracey verbally added to her report that there will not be a visiting author's program in 2012 due to missed scheduling/funding deadlines. There was discussion on inviting local authors over the course of 2012 in place of the usual visiting author's program.

6. New Business

6.a Election of Chairman & Secretary

The outgoing chairman called up nominations for the position of Chairman, MKL Board.

Cam Zimmer was nominated by Keith Hartery, seconded by Rita Antoniak.

The chairman called for any other nominations.
The chairman called for any other nominations.
The chairman called for any other nominations.

No further nominations declared.

THAT Cam Zimmer be acclaimed as the new chairman for the MKL Board.

Carried.

The outgoing chairman called up nominations for the position of secretary, MKL Board.

Rita Antoniak was nominated by Keith Hartery, seconded by Cam Zimmer.

No further nominations declared.

The chairman called for any other nominations.

The chairman called for any other nominations.

The chairman called for any other nominations.

THAT Rita Antoniak be acclaimed the new secretary for the MKL Board.

Carried.

6.b Signing Authorities

Moved by Claudette James, seconded by Sandra Dolan

**THAT Cam Zimmer retain signing authority for the MKL Board, and
THAT Tracey Bird and Rita Antoniak gain signing authority for MKL Board.**

Carried

Note that new signees must be sworn in before official signing can take place.

6.c Wooden Boats Iron People Update

Rita Antoniak verbally gave a summary of book sales over the past month for information. Twelve books were sold at the Museum Christmas craft sale, November 26. An additional \$39.00 came from a previous sale (Coutts Library Service, Ontario).

6.d NFB Club Update

Keith Hartery verbally gave an update on the NFB Club over the past month for information. He reported that nine people attended the October 30th NFB film entitled "Turning 32". The NFB evenings continue to successfully draw community citizens to the library.

6.e Library Purchases

Tracey invited Matthew Bird to give a summary on his research findings on proxima's. Matthew spoke to his suggestion that the EPSON is the best option for the library. The manufacturing price is \$1,300.00. New replacement bulbs for this unit cost \$300.00. Reasons for selecting this model are:

1. This model does not have to be sent out for bulb replacement.
2. Epson has a good service reputation.
3. This model is specific for viewing movies and has high definition options.

Moved by Cam Zimmer, seconded by Keith Hartery

THAT the final approval to purchase a proxima be deferred to the next meeting.

Carried.

Tracey discussed the prospects for acquiring new furniture, especially a new circulation desk and display cases. The town may have year end surplus monies which could be put towards some new furniture pieces for the library. Claudette James recommended that the library

project budget costs to year end to see how much could be put towards furniture. Tracey added to the discussion that a book order has been placed, but not yet received. No decisions or commitments were made, though all agreed that a new circulation desk and display units would be a big asset.

Tracey discussed the idea of purchasing inter-library book mail bags. MKL has the highest NWT inter-library usage and proper mail bags would help protect books in transit from being damaged. The cost for 100 small and 50 large bags is \$1,500.00. The GNWT will not contribute to this cost. A brief discussion on alternative, less expensive methods, took place.

Moved by Cam Zimmer, seconded by Rita Antoniak.

THAT the decision to purchase mail bags for use in transporting inter-library books be deferred to the next meeting.

Carried.

7. Correspondence

_____ A Seasonal Christmas Card from the South Slave Educational Council was received.

8. Date for Next Meeting

The date set for the next MKL board meeting has been set for Wednesday January 4th, 2012.

9. Adjournment

Moved by Cam Zimmer

THAT this meeting be adjourned at 8:47p.m.

Carried.

Signed: Chairman _____ Cam Zimmer, Dated: _____

Signed: Secretary _____ Rita Antoniak, Dated: _____

**Mary Kaeser Library Advisory Board
Minutes of the Meeting
November 9, 2011**

Present: Richard Daitch, Rita Antoniak, Keith Hartery, Janie Hobart, Cam Zimmer

Staff: Tracey Bird (Acting Town Librarian)

Regrets:

Not Present: Claudette James

1. Call to Order

Keith Hartery called the meeting to order at 7:30pm.

2. Approval of Agenda and Additions

- Added a discussion of the boards bank account
- Signatories for the account once Richard steps down

Motion to adopt the agenda. (Hartery, Antoniak). Carried.

3. Minutes of the Meetings – June 8, 2011 and August 24, 2011

Motion to adopt the minutes of the meetings of June 8, 2011 and August 24, 2011. (Antoniak, Hartery). Carried.

4. Matters Arising from the Minutes a. Library Advisory Board Bylaw

No matters arising

5. Correspondence

Nothing new

6. Reports

a. Chairperson's Report

No written report, this is Richards second last meeting. Richard discussed the role of the board over the years and some of the projects the board has worked on and the positive experiences he has had.

b. Librarian's Report

Tracey spoke to her written report, which included:

Staffing

Territorial Library Meeting in Yellowknife

(un)just Desserts evening

Library organization

Upcoming programming

7. Annual Fall Book Sale

\$186.20 was earned. This is less than previous sales and there was a sense that there were fewer books and people at this sale than in previous sales.

8. Variance Report

No report for this meeting but Tracey will have one for the next meeting in December

9. Gift for Lauraine

Traditionally we have given gift certificates for the local bookstore. Agreed that a \$25 gift certificate from the Rusty Raven would be given. Tracey to look into and organize.

Keith motioned

Rita 2nd

10. Arts Council: Cheque

We had a grant for \$700 and we spent \$200 less than the grant. Need to write a cheque back to the Arts Council and Richard and Cam will sign at end of meeting. Completed.

11. Rearranging the Library

Tracey has put some thought and time into this as well. The plan is to move the adult fiction downstairs, keep new arrivals, young adult, large print and audio upstairs plus move the periodicals upstairs for ease of access. There would still be a space downstairs for the movie nights and it would make more space upstairs for seating and story time. Some weeding of books would be required but the library would be a more usable space.

- The work could be done over the Christmas break

12. New Board Members

Three new people have expressed interest: Debra Heron, Sara-Ann Peterson and Lisa Hudson. These three will need to submit an expression of interest to the town. Tracey to work on a form letter for the expression of interest that the new members can sign and bring to the town.

Need to select a new Chair and Secretary but it was agreed that we would do so at the next meeting.

13. Update from Janie re. contribution agreement

GNWT supports the MOU regarding a CA. There is an agreement in principle and the new model will be followed once the MOU has been signed. The CA will not come into effect until the new fiscal year. The town is following up weekly to get this completed.

14. Film Nights

Keith had an interview with the paper on the 9th and this will bring some good advertising to the event.

Attendance has been up and down and they are looking to have a number of French shorts and maybe a subtitled feature.

15. *Wooden Boats and Iron People*

-We have sold 425 books

- We have delivered 1 box to the Rusty Raven
- Rita has paid \$20 to the museum for a table at the College/Museum Christmas sale on Nov 26th.
- Keith motioned to reimburse Rita the \$20 and Cam 2nd
- Decision made to go to College/Museum sale only, not the PWK Fall Fair
- Tracey, Keith, Rita and Cam all agreed to volunteer

16. Friends of the Library

Richard provided the board with a written description of the Friends of the Mary Kaeser Library and what their role would be. The board agreed that the FOL looked good and seemed like a good idea and the discussion then moved to 17. a regarding the boards account.

17. Other Agenda Items

a. The boards bank account is close to 13k and there is a decision to be made regarding what to do with the account. The FOL would only form if they had the money transferred to them, the account would then be under their control and the board would go to the FOL to access the funds. The town provided information on Reserve Funds and how they work and provided a draft bylaw which could be used to protect the funds for the library and the library board. Under this scenario the board would continue to control the funds with any expenditures being approved by the majority of the board.

- The board felt that the FOL would be useful regardless of who managed the money but the question of what to do with the money was left for the following meeting to give people a chance to consider the options.

- Another outstanding question was what to do with the money and what the money was raised for? The book *Wooden Boats and Iron People* was the last project the money was used on. Currently the library is in need of a number of items and these could be purchased from the boards account if the funds are not available elsewhere. Once the decision regarding where the money will reside is settled a detailed wish list should be developed for consideration by the board or the FOL.

18. Election of new officers

Elections for Chair and Secretary will be held next meeting.

19. Date of Next Meeting

Wednesday December 7th at 7:30 p.m. at the Mary Kaeser Library.

20. Adjournment

Motion to adjourn. (Keith, Rita). Carried. Meeting adjourned at 9:15 p.m.



TOWN OF FORT SMITH LICENSE REPORT

December 3 - January 11, 2011

BUSINESS LICENSES ISSUED						
LIC#	HO	BUSINESS NAME	STREET	DESCRIPTION	CONTACT	NEW APPL. /RENEWAL
227	HO	Winter Green	149 Wintergreen	make and sell handmade sewing, beading and leather garments	Mary Schaefer	NEW
228	HO	Hayze Electric	20 Wanderingspirit	electrical services	Brandon Freund	NEW
229	HO	Arctic Pure Natural Spring Water	93 Wilderness (bottling plant located at Salt River)	distribution of bottled water	Charles Bourque	NEW
230	HO	Twisted Thistle	16 Tamarac	making and selling jewellery	Christina MacKay	RENEWAL
1	HO	Hayze Electric	20 Wanderingspirit	electrical services	Brandon Freund	RENEWAL
2		Rusty Raven Gallery & Gift, North of 60 Books, Kazoodles Crafts & Framing	66/68 Portage	retailer, produce and sell arts and crafts, produce and sell food and non-alcoholic beverages, custom framing, business services and rental of lease property	Laurie Young	RENEWAL

DEVELOPMENT PERMITS ISSUED					
DPA NO.	DATE ISSUED	APPLICANT	Address	Value	TYPE
DPA-027-11	14-Dec-11	Clayton Burke	111 Woodbison	\$1,000.00	move shed off of the property

DOG TAGS ISSUED					
Tag #	Name	Breed	Address	Issue Date	Year
1	Bill Reimer	Lab - Choc.	73 King	07-Dec-11	2012
2	Emmanuel Nixon	Terrier	2 Wabisca	12-Dec-11	2012
3	Emmanuel Nixon	Poodle/Terrier	2 Wabisca	12-Dec-11	2012
4	Dixie Penner	Lab - Gold	15 Wren	15-Dec-11	2012
5	Dixie Penner	Shitzu	15 Wren	15-Dec-11	2012



TOWN OF FORT SMITH LICENSE REPORT

December 3 - January 11, 2011

6	Dixie Penner	Terrier Mix	15 Wren	15-Dec-11	2012
7	Paul Currie	Shitzu	7 Ptarmigan	22-Dec-11	2012
8	Paul Currie	Shitzu	7 Ptarmigan	22-Dec-11	2012
9	Paul Currie	Mixed - Medium	7 Ptarmigan	22-Dec-11	2012
10	Anne Sebert	Chiwawa	46 Pine	22-Dec-11	2012
11	Anne Sebert	Pommeraian	46 Pine	22-Dec-11	2012
12	Katie Reid	Pit Bull	114 Wilderness	22-Dec-11	2012
13	Katie Reid	Pit Bull	114 Wilderness	22-Dec-11	2012
14	Laurie Armstrong	Lab - Black	27 Pine	23-Dec-11	2012
15	Laurie Armstrong	Lab - Choc.	27 Pine	23-Dec-11	2012
16	Gail Hartop	Shepard mix	12 Cassett	30-Dec-11	2012
17	Neil Gauthier	Mixed - Small	30 Polar	30-Dec-11	2012
18	Michelle Gauthier	Wiener mixed	20 McDougal	30-Dec-12	2012
19	Brad Brake	Pyrenees/Labrador	10 Wabisca	03-Jan-12	2012
20	Daryl Grundy	Jack Russell	91 Pine	04-Jan-12	2012
21	Jerry Fryer	Terrier	64 Field	05-Jan-12	2012
22	Jerry Fryer	Terrier	64 Field	05-Jan-12	2012
23	Louise Scott	Retreiver	21 Pine	06-Jan-12	2012
24	Juneva Green	Lab - Choc.	60 McDougal	09-Jan-12	2012
25	Don MacLean	Pommeraian	73 Caribou	09-Jan-12	2012
26	Don MacLean	Pommeraian	73 Caribou	09-Jan-12	2012
27	Carol Lock-Hudson	Spaniel	37 Wanderingspirit	10-Jan-11	2012
28	Carol Lock-Hudson	Huskey	37 Wanderingspirit	10-Jan-11	2012
29	Ib Kristensen	Border Collie mix	9 Bellrock Way	11-Jan-12	2012
30	Harvey Harris	Cocopoo	5A Highway 5	11-Jan-12	2012

FINES ISSUED

Ticket #	Name	Offence	Issue Date
0020	John McKay	dog at large - first offence	13-Dec-11
0021	Diane Benwell	parking in handicapped zone with no placard	28-Dec-11
0022	Paulie Chinna	parking in handicapped zone with no placard	30-Dec-11



TOWN OF FORT SMITH LICENSE REPORT

December 3 - January 11, 2011

0023	VOID		
0024	Allan Daniels	parking in handicapped zone with no placard	30-Dec-11
0025	Gordon McDonald	parking in handicapped zone with no placard	03-Jan-12
0051	Marla Maeho	parking in handicapped zone with no placard	03-Jan-12
0052	Robert Mills	dog at large - first offence	04-Jan-12

LOTTERY LICENSES ISSUED

License #	Group	Type of Lottery	Date Issued
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NO LICENSE ISSUED DURING THIS TIME FRAME



BRIEFING NOTE

To: Committee of the Whole

Date: January 17, 2012

Subject: Signing Authorities

Purpose:

To provide a recommendation to change the signing authorities for the Town of Fort Smith.

Background:

With recent staff changes new signing authorities are required for Administration.

Recommendation:

That the signing authorities for the Town of Fort Smith shall be Mayor Jane Hobart, Deputy Mayor Brenda Johnson or Councillor Brad Marta on behalf of Council, and

That the signing authorities for the Town of Fort Smith shall be Brenda Black, Senior Administrative Officer or W. Harvey Harris, Director of Finance on behalf of Administration.

CORRESPONDENCE
December 1 to 31, 2011

Outgoing Correspondence

Date	From/To	Description	File #
December 5	Mayor & Council/Staff	Annual Christmas Lunch	3145
December 7	Staff/Yvonne Crawford	Confirmed Changes Made to Property Listing on Website	3320
	Staff/CBC Community Announcements & SRJ	Notice of Council Meeting	1128
December 8	Interim Director of Community Services/Staff	Seeking accommodations for new staff	3100
	Interim Director of Community Services/Staff	Confirmation of Arena Booking	3160
December 9	Mayor/CBC Community Announcements	Invitation to Residents to reception to meet the Governor General	1128
	Mayor/CBC Community Announcements	Invitation to the Public – Community Reception – Governor General	1128
December 14	Staff/Aaron F.	NWT Diamond Mine Contact Information in Yellowknife	3320
	Staff/CBC/SRJ	Notice of Regular Meeting of Council	1128
December 15	Staff/Aaron F	Fort Smith Employers Information	3320
December 16	Director of Municipal Services/Public Notice	New Ambulance Fees	2330
	Director of Community Services/Public Notice	Christmas Schedule Pool	3170
	Director of Community Services/Public Notice	Christmas Schedule Arena	3160
	Staff/Gail Jansen	Picture Information Parks Canada, TTAB and Industry, Tourism and Investment	3300
December 19	Library Advisory Board/Town	November 9 Minutes	3210
December 20	Recreation Staff/Public Notice	Christmas Holiday Special Events at the Pool	3170
	Staff/Geoff Gibson	Website Real Estate Listing Updated	3320
December 21	Staff/Cynthia While	Recreation Information Provided	3320
	Mayor/Jessica Cox	Congratulations AWG Hockey Coach	1124
	Mayor/Sharon Irwin	Congratulations AWG Speed skating Coach	1124
December 22	Mayor/Public	News Release – Premier McLeod meets with Town Council	1127
December 26	Grishkin Alexander/Town	Mailed tourism items & information	3320
	Shahzod Shukurov/Town	Mailed tourism items & information	3320
	Rimma Borisova/Town	Mailed tourism items & information	3320
December 28	Paul Kardynal/Town	Provided Highway Information	3320
December 29	Mayor/CBC Community Announcements	First Night Activities	3146
December 30	Mayor/Public	Notice of Special Meeting January 4	1128

Incoming Correspondence

Date	From/To	Description	File #
December 1	Federation of Canadian Municipalities/Town	Now Accepting New Green Municipal Fund Applications	1955

CORRESPONDENCE
December 1 to 31, 2011

	Wastecon 2012/Town	Final Call for Wastecon Abstract Submission	2243
	Mackenzie Valley Review Board/Town	December Newsletter	1961-5
December 2	Citizenship & Immigration Canada/Town	Paul Yuzyk Award for Multiculturalism	1700
	Northern Life Museum/Town	Thank you for helping with the Santa Breakfast	3145
December 5	Frozen Eyes Photographic Society/Town	Frozen eyes Photographic Society Launches NWT- Wide Youth Photography Project	1840
	Education, Culture & Employment/Town	Canadian Youth 15-30 invited to submit to Generation Art, closes Jan 10	1840
	Education, Culture & Employment/Town	Canadian Film Institute Call for Submissions/International Polar Year Seeks Films that Focus on Arctic and Antarctic Regions	1840
	NWT Tourism/Town	The Spectacular Scoop 2011 Second Quarter	3300
December 6	James Allard/Town	Request for Donation	3601
	South Slave Divisional Education Council/Town	Annual Christmas Open House	1842
	Canadian Training Institute/Town	First Time skills for Supervisors and Managers	1580
	Northern Life Museum/Town	Breakfast with Santa	3530
	National Seminars/Town	Coaching, Mentoring & Team-Building Skills	1580
	Canadian Environmental Protection/Town	Environment Commissions Report Confirms Ontario's Growing Waste Problem	1852
	Federation of Canadian Municipalities/Town	FCM News	1955
December 7	SWANA/Town	35 th Annual Landfill Gas Symposium – Registration	2243
	Yvonne Crawford/Town	Changes to Listing of Property on the Website	3320
December 8	NWT Tourism/Town	Advertise on Spectacular NWT.com	3300
	Up Here Magazine/Town	Request for Aerial Photo and Rebranding Logo Information	3300
	CSA Standards/Town	Public and Community Safety News – December	1870
	Learnnet/Town	Canadian Women's Foundation – Girls' Fund Grant Now Available	1840
	Learnnet/Town	2012 Festival Artist Application – Canadian Great North Arts Festival	1840
December 9	Learnnet/Town	Workshop – Directing Workshop with Scott Eldridge-Western Arctic Moving Pictures	1840
	Federation of Canadian Municipalities/Town	FCM News December 5	1955
	NWT Tourism/Town	NWTT Draft Marketing Plan 2012-2013	3300
December 12	Jamie Watts/Town	Information regarding possible candidate for the vacant Director of Community Services Position	1520
	Education, Culture & Employment/Town	Celebrate Canada Funding-deadline for applications	1840
December 13	Fort Smith Ski Club/Town	Ski Club Activities During the Christmas Season	3510
December 14	Rockhurst College/Town	Effective Goal-Setting & Planning Skills	1580

CORRESPONDENCE
December 1 to 31, 2011

	JBT Elementary School/Town	Seeking Celebrity Servers for Christmas Feast	1844
	Aaron F./Town	Seeking Information about Diamond Mine Camp Jobs	3320
	SWANA/Town	Call for Papers deadline extended: Registration open for SWANA NLC 2012 Conference	2243
	SWANA/Town	2012 Excellence Awards Call for Nominations	2243
	Canadian Environmental Protection/Town	CEC Examines Air Pollution from North America's 3,000 fossil-fuel power plants	1852
	National Seminars/Town	Organization Skills for the Overwhelmed	1580
December 15	Jason Panter/Town	Arena and/or Tables & Chair Rentals – Wedding	3160
	NWT Recreation & Parks Assoc./Town	E-News	1823
	NWT Tourism/Town	Arctic Air Promotions	3300
	NWT Tourism/Town	NWT Tourism & Travel Spectacular	3300
	Education, Culture & Employment/Town	National Business for the Arts Partnership Awards	1840
	Aaron F./Town	Seeking Job in Fort Smith	3320
December 16	Northern Life Museum/Town	Holiday Hours	3530
	Federation of Canadian Municipalities/Town	Request for Proposals – 2018 FCM Annual Conference and Trade Show	1955
	Gail Jansen/Town	RV West Magazine Request for Pictures	3300
	Mackenzie Valley Review Board/Town	Avalon's Thor Lake Project – Party Status and Information Request Deadline Revision	1961-5
	Aboriginal Affairs and Northern Development/Town	ecoEnergy Funding Declined	1730
	Mackenzie Valley Review Board/Town	Avalon Rare Metals Inc.- 2 new documents	1961-5
December 19	Learnnet/Town	International Year of Co-operatives Launch Celebration	1840
	Learnnet/Town	Open Sky Creative Society Job Posting	1840
	SWANA/Town	Complimentary Holiday eSession	2243
	Candace/Town	Request for Contact Information Fort Smith Curling Club	3151
	CAB Construction/town	Snow Removal on Field Street	2212
	MACA/Town	Works Management Training	1580
	MACA/Town	Recreation and Finances and Fundraising Course	1580
December 20	Geoff Gibson/Town	Update Real Estate Listing on Website	3320
	Federation of Canadian Municipalities/Town	Canadian Environmental Sustainability Indicators	1955
	SWANA/Town	Annual Landfill Gas Symposium	2243
	Environmental Protection/Town	Bio solids a renewable resource too valuable to waste	1852
December 21	Mackenzie Valley Review Board/Town	Avalon Rare Metals Inc. – 4 New Documents	1961-5
	National Seminars/Town	Management and Leadership Skills	1580

CORRESPONDENCE
December 1 to 31, 2011

	MACA/Town	MACA Update and 2012-2013 Financial Projections	1820
	Federation of Canadian Municipalities/Town	FCM News Week of December 19	1955
	Aurora Research Institute/Town	Proposal for Single Year Research – Dr. Stephane M McLachlan	1841
	Cynthia White/Town	Request for Recreation Information	3320
	NWT Tourism/Town	We're on Facebook	3300
	Mackenzie Valley Review Board/Town	Avalon Rare Metals Inc. Response to November 2011 Review Board Information Requests	1961-5
	National Seminars/Town	How to deal with unacceptable employee behaviour	1580
	SWANA/Town	Is Your Member Profile Up-to-date	2243
	Mackenzie Valley Review Board/Town	Avalon Rare Metals Inc. – 2 new documents	1961-5
December 22	SWANA/Town	SWANA's 2012 Winter Training Centre	2243
	Mackenzie Valley Review Board/Town	1989 Thor Lake Area Environmental Baseline Survey – Saskatchewan Research Council	1961-5
	Northern Frontier Visitor Centre/Town	Newsletter Winter 2011	3300
	Mackenzie Valley Review Board/Town	Avalon Rare Metals	1961-5
	Parks Canada/Mayor Hobart	Funding, Fort Smith – Fort Chipewyan Winter Road	1720
December 23	MACA/Town	GNWT Report on Drinking Water	1820
December 26	Grishkin Alexander/Town	Request for tourism items	3320
	Shahzod Shukurov/Town	Request for tourism information	3320
	Rimma Borisova/Town	Request for tourism information	3320
December 28	Paul Kardynal/Town	Request for Highway Information	3320
	Indian and Northern Affairs/Director of Municipal Services	LED Replacement	1730
	NWT Recreation and Parks/Town	E-News	1823
December 29	Canadian Environmental Protection/Town	Metso introduces a solution for increasing capacity in the worlds' wastewater treatment plants	1852
	National Expert Commission/Mayor	The Health of our Nation – The future of our Health System	1830