



Town of Fort Smith
Committee of the Whole
Tuesday, January 17, 2012 at 7:00 pm

AGENDA

- A. Call to Order and Confirmation of Quorum
- B. Opening Prayer
- C. Approval of Agenda
- D. Declaration of Financial Interest
- E. Delegations
- F. Council Business
 - a. Reports
 - i. Accounts Paid
 - b. Bylaws
 - i. Bylaw 867 to Acquire Land
 - ii. Bylaw 868 Land Lease
 - iii. Bylaw 869 Land Lease
 - iv. Bylaw 870 Appoint Collector of Taxes
 - v. Dog Control Bylaw
 - vi. Amend Zoning Bylaw Apartments & Condominiums
 - vii. Amend General Plan C Cans
 - viii. Traffic Regulation Bylaw
 - c. Reports from Advisory Boards and Other Organizations
 - i. TTAB & LAB Minutes
 - d. Mayor and Council
 - i. Appointment to Community Services Standing Committee
 - ii. Appointments to Tourism and Trade Advisory Board
 - iii. Set Date for *ideas*FORTSMITH
 - e. Administration
 - i. Licensing Report
 - ii. Signing Authorities
- G. Correspondence
- H. Absence of Council Members
- I. Date of Upcoming Meetings
- J. Adjournment
- K. Question Period

Documents Attached
 Accounts Paid Part I Accounts Paid Part II Jan 13 2012.xlsx Jan 13 2012.xlsx
 867 Land 868 Land LandLeaseAgreemen Acquisition-Lots1992(Lease-LiquorStoreLott-LiquorStoreLot1432
 869 Land Bylaw 869 Sketch Land Application Lease-PtnLot199.doc Bylaw 869 Land Application Bylaw 869
 870 appoint H Harris Admin Briefing Note Admin Briefing Note Tax Collector.doc -Dog Control By-Law--Zoning By-Law 794 -
 BN-C-Cans - January Admin Briefing Note Traffic Regulation 17 2012.doc -Traffic Regulation ByBy-Law Amended - Jz
 TTAB & LAB Minutes
 BN appointments to TTAB.doc
 Copy of License Signing Reports Jan 2012.xls Authorities1.doc
 2011 Correspondence Decr

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/PPP/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	ITT 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/glvocs	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	AL5 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/vehicle 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	681.32	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	Chili	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 16, 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 tages	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 kit/purifier cartridge	421.88	Fire
25871	TOF5 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	CM5 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>\$ 1,260,212.75</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 my 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 binding upon the parties hereto, their heirs, successors, administrators and assigns.

WITNESS WHEREOF this agreement has been executed by the parties 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

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 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.

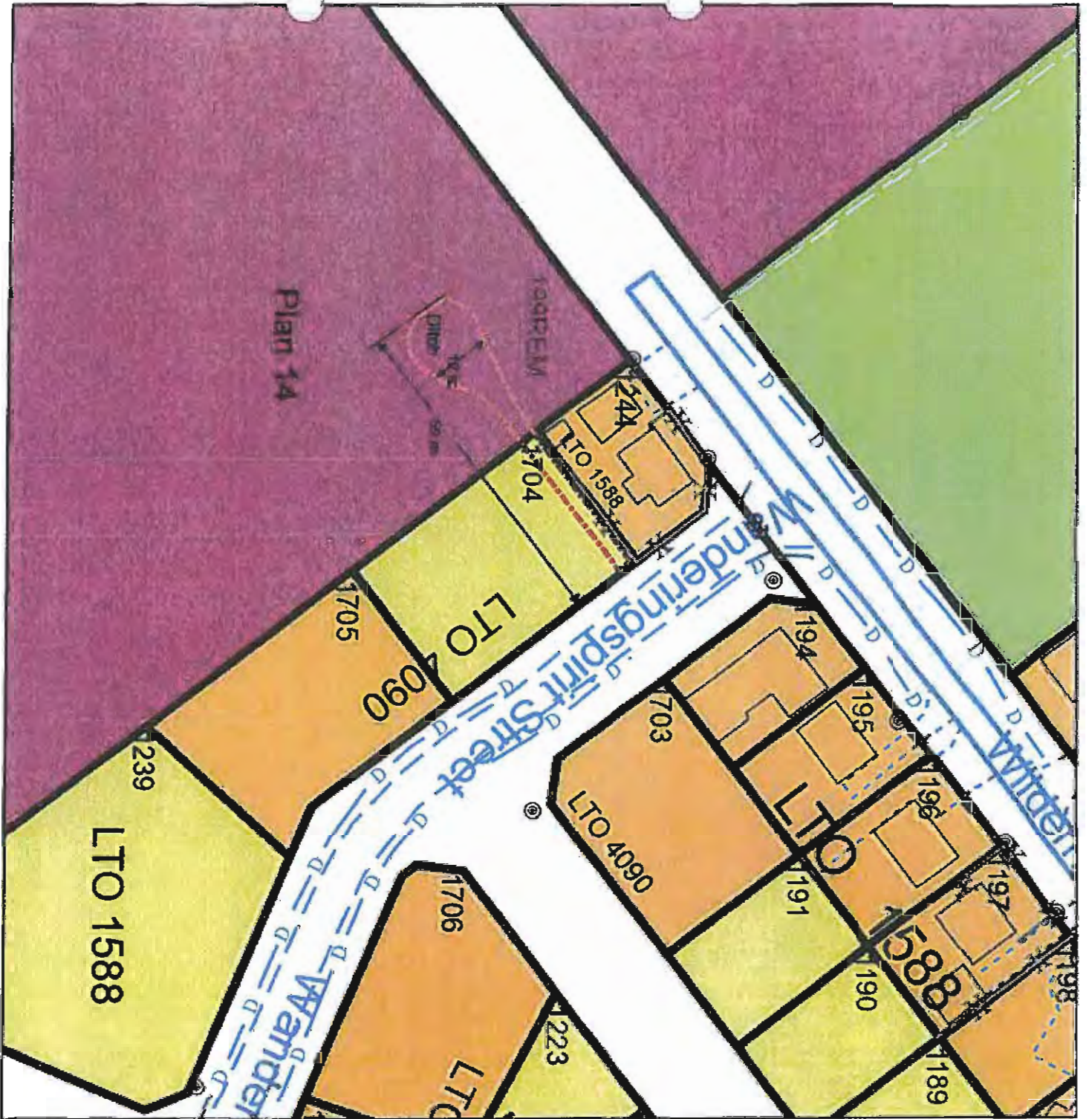
READ A THIRD TIME THIS _____ DAY OF _____, 2012 A.D.

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



TFS Land use permit

Legend

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

Scale 1:462

Date April 08, 2011



© Government of the Northwest Territories,
Department of Municipal and Community Affairs,
www.nt.ca/gov/nt/call/gis



**APPLICATION FOR
COMMISSIONER'S LAND**

Office Use Only
Application No: 5911-014
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: <u>TOWN OF Fox Smith</u>	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: Fox Smith PROVINCE/TERRITORY: NT POSTAL CODE: X0E 0P0

Telephone No: Home: <u>(867) 872-8400</u> Work: () Cell: <u>(867) 872-0494</u>	FAX: () Email Address: <u>J.Sorce@foxsmith.nt.ca</u>	What is your preferred contact method? <input type="checkbox"/> Email <input checked="" type="checkbox"/> Fax <u>867 872-8401</u> <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.

NO
Developer DRAINAGE SITE

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

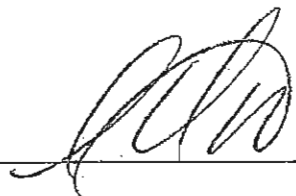
This application will not be considered unless accompanied by an application fee of two hundred and fifty (\$250.00) dollars.

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 _____



BRIEFING NOTE

To: Committee of the Whole

Date: January 17th, 2012

Subject: Dog Control By-Law

Purpose:

To provide Committee of the Whole with an updated Dog Control By-Law to replace the existing By-Law and amendments.

Background:

The Town receives numerous complaints regarding dogs at large, dogs causing excessive noise and many other complaints. At this time, the Dog Control By-Law needed to be reviewed and updated to ensure it is enforceable and meeting the operational needs of the community.

Discussion:

In an effort to ensure that the By-Law was meeting the needs of the Animal Shelter, the By-Law was reviewed and input was provided by Dixie Penner and Chris Esser. Additionally, the By-Law was reviewed by Paul Currie, our By-Law Officer for operational enforcement issues.

Analysis:

The complete By-Law has been reviewed and amended in accordance with the recommendations received by the various parties relative the wording. The proposed changes are provided in the document forming Appendix "A" for this briefing note. The suggested changes are intended to ensure that the resulting By-Law is enforceable, meeting the operational needs of the Animal Shelter and enforcement staff as well as achieving the resulting outcome of Council's direction.

This significant changes addressed in this by-law include the following:

- Addition of the definition for “Reliable Dog Shelter”;
- Section 3.5 – the reference to the consolidated fee schedule replaces the details of fines;
- Suggestion to delete section 3.5.1 first paragraph and simply keep “Dog Teams must be licensed as a kennel as well if they are to be retained”;
- Article 7.8 changes the detail of specific immunizations to “all required immunizations” as these do change from time to time;
- Article 8.1 changes the quarantine location from the animal shelter to the owner as these animals cannot be taken to the animal shelter because all the other animals will be infected;
- Article 14.3 adds the wording to ensure that dogs are not released from the animal shelter without approval of the staff – this is to ensure that fines and fees are being paid and appropriate action is occurring prior to the release of any animal;
- Article 16.2 changes Council to the SAO to be in line with article 9.1.

Recommendation:

THAT the amended By-Law be enacted by Council;

AND THAT By-Law 678, 788 and 823 be repealed.

Respectfully submitted,

A handwritten signature in cursive script that reads "Brenda Black". The signature is written in black ink on a white background.

Brenda Black
Senior Administrative Officer

Appendix "A"



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

A BYLAW of the Municipal Corporation of the Town of Fort Smith in the Northwest Territories, for the regulation, licensing and control of dogs in the Town of Fort Smith.

PURSUANT to sections 115 and 116 of the Cities, Towns and Villages Act, R.S.N.W.T., 2003, c.22, C.C.-8, and the provisions of the Dog Act, R.S.N.W.T., 1988.c.D.-7.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith deems it desirable to provide for the regulation, licensing and control of dogs;

NOW, THEREFORE, the Council of the Municipal Corporation of the Town of Fort Smith in the Northwest Territories hereby enact as follows:

Section 1 - **SHORT TITLE**

This Bylaw shall be cited as the "**DOG CONTROL BYLAW**"

.Section 2 – Definitions in this By-Law:

- (a) "Council" means the elected officials of the Municipal Corporation of the Town of Fort Smith;
- (b) "Dog" means a male or female dog and an animal that is a cross between a dog and a wolf;
- (c) "By-Law Officer" means a person(s) appointed from time to time by the SAO to carry into effect the provisions of this Bylaw and includes any person acting in his/her place for the time being and any Town employee acting under his/her direction;
- (d) "Animal Shelter" or "Shelter" means a place of confinement for dogs as designated by Council;
- (e) "Dog Teams" means more than two dogs which are owned by one or more owners or a business used for recreational purposes or those dogs which are normally used for subsistence living off the land and are owned by one person;
- (f) "Dog License/Dog Tag" means a license and a tag issued under this bylaw;
- (g) "Muzzle" means a device used to secure a dog's mouth in such a fashion that it cannot bite;

- (h) "Neutered or Spayed Dog" means a dog certified by a veterinarian as being sexually sterile;
- (i) "Nuisance Dog" means a dog that has been captured a third (3rd) time and/or a dog that has been observed as often being at large;
- (j) "Owner" means any person, partnership, association or corporation, that has legal title to the dog, and includes any person who has possession or custody of the dog, either temporarily or permanently, or harbours the dog or suffers the dog to remain on his property;
- (k) "Provocation" means any act that incites anger in any dog. Simply walking into or passing by a yard that is harbouring a dog is not considered a definition of provocation;
- (l) "Quarantine" means to isolate a dog, in a secure place, from contact with any person or animal;
- (m) "Reliable Dog Shelter" means a structure consisting of four sides and a roof that is insulated, off the ground and contains straw for bedding in the winter.
- (n) "Running at Large" means any animal off the premises of its owner or on the property of another person without that person's consent and/or any dog not under the immediate physical control of any person by a leash not longer than six (6) feet and/or any dog not under the physical control of any person;
- (o) "SAO" means the Senior Administrative Officer of the Town of Fort Smith;
- (p) "Town" means the Municipal Corporation of the Town of Fort Smith;
- (q) "Vicious Dog" means and includes any dog with a known propensity, tendency or disposition to attack without provocation other domestic animals and/or humans and any dog that has bitten another domestic animal or human without provocation;

Section 3 - **REGISTRATION AND LICENSING**

- 3.1 No person(s) residing in the Town of Fort Smith shall own a dog unless the dog is licensed in accordance with the provisions of the bylaw.
- 3.2 The SAO may enter into contracts with one or more licensed businesses in the Town for the purpose of issuing dog licenses.
- 3.3 The owner(s) of any dog, excluding working dogs and nursing dogs under the age of (3) three months being kept with their mother for the purpose of nursing, shall obtain a license for the dog from the SAO or a person appointed to act on his/her behalf, prior to the beginning of each licensing year. When any dog, not nursing, attains the age of (3) three months after the commencement of the licensing year, the owner(s) shall obtain a license in the same manner as if the owner's dog had attained the age of (3) months prior to the commencement of a dog licensing year. A dog-licensing year shall be from January 1, in one year, to December 31, in the same year.

- 3.4 Every owner of a dog applying for a dog license shall produce the following:
- Name, street address and postal address of owner;
 - Name and description of the dog to be licensed;
 - Current, valid certificates evidencing that vaccination, including rabies, for the dog to be licensed, must be produced at the time of licensing. Every dog not so vaccinated is deemed dangerous to the health and safety of the Town's inhabitants;
 - Such other information as may be required by the Town.
- 3.5 Where an application for a dog license has been made and all qualifications and conditions have been met a dog license (tag) will be issued, upon payment of the appropriate fee. These fees are as listed in the Town of Fort Smith Fees By-Law.
- 3.5.1 Dog Teams must be licensed as a kennel if they are to be retained.
- 3.5.2 Before licensing of any dog as a spayed bitch or a neutered male, the person applying for a license shall produce a certificate from a duly registered veterinarian or such other certification, as the SAO considers adequate, that verifies such dog/s as either spayed or neutered.
- 3.5.3 Any person who is visually impaired and requires the assistance of a guide dog shall, upon application, be issued a dog license tag at no cost.
- 3.6 Upon payment of the licensing fee by the owner(s) and compliance with any related sections of this bylaw, the SAO shall issue to the owner a metallic tag for each dog licensed.
- Dog licenses shall not be transferable from one dog to another.
- 3.7 Every person who becomes the owner of a dog, which has a valid license (tag), shall notify the SAO within fifteen (15) days of assuming possession of the dog, of his name, municipal address, postal address and the number of the dog's license tag.
- 3.8 A dog license tag shall be dated the date of issue and shall expire on December 31st following the date of issue. No refund of the license fee or any portion thereof shall be made where death or removal of the dog from the Town has occurred before the expiration of the license period.

- 3.9 Every person who obtains a dog license shall cause their dog to wear around its neck at all times, a collar which shall have attached the metallic tag issued by the SAO.
- 3.10 If the metallic tag issued under the provisions of this bylaw is lost, the owner may obtain a new tag on application to the SAO and payment of a \$2.00 (two dollars) fee.
- 3.11 The SAO shall keep a book in which he shall record the name and address of the owner, a description of the dog, the license registration number and the amount of fee paid.

Section 4 - **VISITORS, TOURISTS AND THEIR DOGS**

- 4.1 The registration and licensing provisions of this bylaw shall not apply to owners with dogs who are in the Town of Fort Smith for a period of less than thirty (30) days.
- 4.2 All other provisions of this bylaw are applicable to the owners of dogs who are in the Town of Fort Smith for any temporary period regardless of the length of their stay.

Section 5 - **RESPONSIBILITY OF OWNER**

- 5.1 No owner shall permit his dog to run at large;
- 5.2 No owner shall allow his dog to pursue or bark at any vehicle;
- 5.3 No owner shall allow his dog to pursue or bark at any person or animal;
- 5.4 No person shall allow his dog to disturb the peace and quiet of any person by howling or barking;
- 5.5 No person shall allow his dog to enter or be in any area where Town signs are erected to restrict or prohibit entry;
- 5.6 No person shall run a dog in a harness so as to obstruct or endanger traffic or pedestrians;
- 5.7 No owner shall permit his dog to damage public or private property;
- 5.8 If a dog defecates on any public or private property other than the property of its owner, the dog's owner shall cause such defecation to be removed immediately.
- 5.9 No owner, possessor or harbourer of a vicious dog shall permit, suffer or allow the dog to be on any streets or any public place that is not owned or controlled by

that person unless the dog is leashed and muzzled to prevent it from biting another animal or human.

- 5.10 Every owner, possessor or harbourer of a vicious dog shall at all times while the dog is on the premises owned or controlled by such person, keep the dog securely confined either indoors or in an enclosed pen or other structure capable of preventing the entry of young children and adequately constructed to prevent the dog from escaping.
- 5.11 No dog shall be allowed outside the fenced area of any residence unless leashed and under full physical control.
- 5.12 An owner shall provide a dog(s) with adequate and reliable shelter at all times.
- 5.13 An owner shall ensure that the dog(s) is properly secured and shall not be tied to trees or shrubs. This method of security shall provide adequate exercise space and an area for the dog(s) to move around.
- 5.14 An owner shall provide sufficient food and water to keep the dog(s) healthy and in good condition at all times.

6.0 **KEEPING OF DOGS**

- 6.1 No person(s) shall keep more than two dogs on any property or within a household, save for pups under (3) months of age kept with their mother or when written permission has been obtained from the SAO.
 - i) Any person seeking to obtain written permission shall:
 - a) Make application in writing to the SAO;
 - b) Provide details of the area in which the dogs are to be kept;
 - c) Furnish to the SAO, written consent from all adjacent property owners.
 - ii) If the SAO is satisfied that there is sufficient space for the dogs to be kept under reasonable control and without danger to health, the SAO may grant such person consent in writing, but such consent is at all times subject to the requirement that the dogs are under control to the satisfaction of the Bylaw Officer.
 - iii) A person in possession of a valid kennel license may keep more than two (2) dogs on a property in accordance with the conditions attached to this license.

7.0 **DOG TEAMS**

- 7.1 No person(s) shall be permitted to keep dog teams anywhere in the municipality except in the approved areas as shown on "Map A" attached to and forming part of this bylaw.
- 7.2 All existing dog team owners presently located outside of the area identified in "Map A" will be considered as existing non-conforming. As their properties change ownership this non-conforming condition will cease to exist and the new owners desiring to have dog teams will be required to immediately re-locate their dog to areas as per "Map A".
- 7.3 Owners of dog teams shall be permitted to keep dog teams only in:
- (i) An approved kennel, minimum size shall be 4' x 8'
 - (ii) An approved permanent dog team area as shown on "Map A"
 - (iii) An approved temporary dog team area as shown on "Map B" attached to and forming part of this bylaw.
- 7.4 Upon application to the SAO, using the form as set out in Schedule "B", attached to and forming part of this bylaw, the owner will register an area within the approved dog team area, where the dog team shall be located.
- 7.5 The owner of the dog team, where his dog team is located, must keep the kennels, cages and runs cleaned as needed.
- 7.6 The SAO shall keep a record of all dog team registrations and shall specifically record:
- (i) The name, address and telephone number of the owner,
 - (ii) The number and descriptions of the dogs located in the approved area,
 - (iii) A description of the location within the approved permanent dog team area,
 - (iv) A description of the location within the approved temporary dog team area.
 - (v) Dogs must be properly secured and shall not be tied to trees or shrubs.
 - (vi) All dogs must be provided with adequate shelter.
- 7.7 Each dog must be fed sufficient food and water to keep the dogs healthy and in good condition at all times.

- 7.8 All dogs in the approved dog team area must have all required current immunizations. Owners of dog teams may be requested to provide certificates of vaccinations or evidence that vaccinations have been performed.
- 7.9 Dog teams may be secured in the approved temporary dog team area, as shown on "Map B", attached to and forming part of this bylaw, for a maximum of seven (7) days. Extensions may be approved by the SAO.

8.0 DOG BITES AND ATTACKS

- 8.1 Any dog that causes injury to any person or domestic animal, by biting without provocation, to such an extent that medical or veterinary attention was received by the person or domestic animal, shall be immediately quarantined by the owner for a period of ten (10) days for monitoring purposes. Upon completion of the 10 day quarantine the dog will be examined by a veterinarian who will determine the fate of the animal. All costs of the quarantine, examination and other requirements are the responsibility of the dog's owner.
- 8.2 Any dog that causes injury to any person or domestic animal, by biting as a result of being provoked, to such an extent that medical or veterinary attention was received by the person or domestic animal, must be secured in a voluntary quarantine by the dog's owner for a period of ten (10) days for monitoring purposes. Upon completion of the ten (10) day period and should the dog exhibit no signs or symptoms of infection or disease, the dog may be released from quarantine. Any person whom fails to properly secure a dog in voluntary quarantine is guilty of an offence.
- 8.3 The By-Law Officer shall inspect, when necessary, any dog that is in voluntary quarantine to determine if the dog is exhibiting any signs or symptoms of infection or disease, and is hereby authorized to enter any privately owned premises, other than dwellings, at reasonable times to do so. Should the dog exhibit signs or symptoms of infection or disease, the dog will be immediately seized by the By-Law Officer and examined by a veterinarian. The disposal of the dog will be at the veterinarian's discretion. All veterinarian fees and/or costs will be the responsibility of the dog owner.
- 8.4 Any person who owns a dog that has bitten or attacked any person or domestic animal as a result of being provoked must post in a conspicuous manner no less than one (1) sign containing the words "Beware of Dog" at or near the edge or perimeter of the property where the dog is located.

9.0 VICIOUS, FEROCIOUS OR INFECTED DOGS

- 9.1 Notwithstanding the provisions of this bylaw, the SAO shall refuse to issue a tag for any dog, which is known to be vicious, or is likely to cause a public nuisance.

9.2 Notwithstanding the provisions of this bylaw, where in the opinion of the By-Law Officer a vicious dog running at large is not able to be captured or attacks the By-Law Officer while he is attempting to capture the dog, the By-Law Officer may destroy the said dog.

10.0 **CRUELTY**

10.1 No person shall punish or abuse any dog within the Town in a manner or to such an extent that it is cruel, including but not limited to allowing any dog owned, possessed or harboured by a person to remain unfed and/or not watered.

11.0 **DOGS AT LARGE**

11.1 An Officer or By-Law Officer may take whatever actions are required to seize a dog found at large and deliver all live captured dogs to the Animal Shelter.

11.2 Any person may seize a dog found at large and deliver such dog to a By-Law Officer or to the Animal Shelter.

11.3 The By-Law Officer may destroy any dog, running at large, if he is unable to effect seizure of the dog.

11.4 Any person may use such force as is necessary to prevent injury to any person being attacked by a dog or dogs.

11.5 A By-Law Officer may destroy a dog that is in the act of pursuing, attacking or injuring a person or domestic animal.

12.0 **EMERGENCY SITUATIONS**

12.1 In the interest of public health and the prevention of contagious and infectious diseases, in the event of any threatened outbreak of rabies or other diseases affecting dogs, which is communicable to human beings within the Town, the Council shall by resolution direct:

- (i) That no dog shall be allowed outside any residence;
- (ii) That any dog so found shall be destroyed by the By-Law Officer as the circumstances at the time indicate.

13.0 **RABID DOGS**

13.1 Any dog found to be rabid shall be immediately destroyed by the By-Law Officer.

14.0 **DUTIES OF THE BY-LAW OFFICER**

14.1 Capture all dogs running at large.

14.2 Impound and keep impounded all properly licensed dogs for a period of seventy-two (72) hours, all improperly licensed dogs for forty-eight (48) hours from the time of capture. These specified periods shall not run during weekends or holidays. These times of impoundment shall be subject to the owner's right to redeem the said dog within this period after payment of all fines and fees levied in accordance with this bylaw. Reasonable effort will be made to notify the owners of properly licensed dogs upon capture of their dog.

14.3 Impose and collect all fines and fees and ensure that any released dog is licensed and wearing a licensed tag before any dog is released from the Animal Shelter. Prior to release, approval from the Animal Shelter Society must be received.

In the case where a dog requires inoculation prior to obtaining a tag, the dog will be released to the owner after paying the fine and boarding fees, however, the owner must obtain a dog tag within 2 business days of the next veterinarian visit or the owner will be fined for having an unlicensed dog.

14.4 Upon expiry of the hours of impoundment all licensed dogs will be made available to the Fort Smith Animal Shelter for adoption. All adopted animals must be neutered before adoption. Upon acceptance and adoption of the said dog a fee not to exceed seventy-five (75) dollars shall be paid to the Town of Fort Smith to cover all shelter and licensing fees. The adopting owners must execute a statutory declaration, confirming that the purchaser is neither the owner nor agent of the owner of the dog and releasing and indemnifying the Town from any liability associated with the dog.

1) For purposes of this section, a dog liable to be destroyed or adopted pursuant thereto, shall be deemed to have been abandoned by its owner(s) and the owner(s) shall be deemed to have divested himself or herself from any right of ownership or corollary interest.

14.5 A charge of fifteen (15) dollars per day shall be payable by the owner for each day or part of a day that the dog is impounded. Council may change these fees and terms of impoundment from time to time.

14.6 Use such force as is necessary to seize or capture a dog running at large or in the act of pursuing, attacking, injuring, killing or destroying a person, another animal or property.

14.7 In enforcing this bylaw, but not for the purpose of investigation only, the By-Law Officer is hereby authorized to enter any privately owned premises at reasonable times.

- 14.8 Any dog captured running at large for the third time shall become the property of the Animal Shelter.
- 14.9 Notwithstanding the provisions of any other bylaw, when in the opinion of the By-Law Officer, a dog captured under this bylaw is injured and should be destroyed without delay to prevent cruelty to that dog, the By-Law Officer may destroy the dog after capture.
- 14.10 The By-Law Officer may seize and destroy any dog that is vicious or has a contagious or infectious disease.

15.0 **FIREARMS**

- 15.1 This section only applies to dogs running at large.
- 15.2 The By-Law Officer is permitted to use firearms or tranquillizer guns or any other equipment as authorized from time to time by Council in the execution of his duties.
- 15.3 The Town or the By-Law Officer is not responsible and will not pay any form of compensation for any dog destroyed or injured from enforcement of this bylaw.
- 15.4 Notwithstanding the provisions of any other bylaw enacted by the Town of Fort Smith, the By-Law Officer shall, when using firearms in the course of his duties under this bylaw, be exempt from the provisions of any bylaw regulating the discharge of firearms within the Town.
- 15.5 Where the By-Law Officer, after reasonable efforts, is unable to seize a dog that is running at large, then the By-Law Officer may destroy the dog. The method of destruction shall be by shotgun of not less than twelve (12) gauge, or a rifle.

16.0 **OFFENCES**

- 16.1 Keeping of any dog that is not licensed according to this bylaw.
- 16.2 Keeping of a dog that in the opinion of the SAO is likely to cause a nuisance.
- 16.3 No person, whether or not he is the owner of a dog which is being or has been pursued or captured shall:
- 1) Interfere with or attempt to obstruct the By-Law Officer who is attempting to capture or has captured a dog in accordance with the provisions of this bylaw;
 - 2) Unlock or unlatch or otherwise open the vehicle in which dogs captured by the By-Law Officer have been placed, so as to allow or attempt to allow any dogs to escape therefrom;

- 3) Remove or attempt to remove any dog from the possession of the Animal Shelter or the By-Law Officer contrary to the provisions of this bylaw;
 - 4) Tamper with any form of live traps put in place anywhere in the Town by the By-Law Officer:
 - 5) Remove, release or attempt to remove or release any dog caught in any form of live trap put in place anywhere in the Town by the By-Law Officer;
- 16.4 No person shall interfere, obstruct or attempt to interfere or obstruct a By-Law Officer while removing or capturing a dangerous or vicious dog on private property.
- 16.5 No person, whether or not he is the owner of the dog shall remove or attempt to remove a dog or dogs from the Animal Shelter, except in accordance with the provisions of this bylaw.
- 16.6 No person shall intentionally provoke any dog or release any dog from its owner's property by opening a gate or fence, by detaching its leash or collar or by any other means.
- 16.7 Any owner of a bitch which is not confined during the whole of those periods when she is in heat is guilty of an offence.
- 16.8 Any owner that abandons a dog(s) or neglects a dog's welfare is guilty of an offence.
- 16.9 Any person who contravenes any of the provisions of this bylaw is guilty of an offence.
- 17.0 **SUMMARY CONVICTION**
- 17.1 Any person(s) violating any provision of this bylaw is guilty of an offence and is liable upon Summary Conviction to a fine and imprisonment not exceeding:
- 1) two thousand (2000) dollars for an individual;
 - 2) ten thousand dollars for a Corporation; or
 - 3) imprisonment for a period not exceeding six (6) months; or
 - 4) both fine and imprisonment.

18.0 **OFFENCES AND RELATED FINES**

--	--	--	--	--	--

OFFENCE	1 st OFFENCE	2 nd OFFENCE	3 rd AND SUBSEQUENT OFFENCE	
Harbouring more than two (2) dogs	\$50.00	\$100.00	\$150.00	
Permit dog to run at large	\$50.00	\$100.00	N/A	
Permit dog to disturb peace by barking or howling	\$50.00	\$100.00	\$150.00	
Fail to remove dog's defecation	\$50.00	\$100.00	\$150.00	
Possession of an unlicensed and/or tagged dog	\$75.00	\$150.00	\$300.00	
Keep dog team in unapproved kennels and/or zone	\$100.00	\$150.00	\$300.00	
Fail to register dog team	\$100.00	\$150.00	\$300.00	
Fail to keep dog team area clean	\$100.00	\$150.00	\$300.00	

Cruelty towards dog(s)	\$150.00	\$300.00	\$500.00	
Fail to secure dog(s) infected with communicable disease	\$50.00	\$100.00	\$200.00	
Obstruction with Dog Officer	\$150.00	\$300.00	\$500.00	
Remove dog(s) from pound or Dog Officer	\$150.00	\$300.00	\$500.00	
Intentionally provoke dog or release from owner's property	\$150.00	\$300.00	\$500.00	
Remove dog(s) from any live trap	\$150.00	\$300.00	\$500.00	
Fail to properly secure dog held in voluntary quarantine	\$75.00	\$150.00	\$300.00	
Fail to post Beware of Dog sign	\$75.00	\$150.00	\$300.00	

Failure to confine bitch in heat	\$75.00	\$150.00	\$300.00	
Abandon or neglect a dog(s)	\$75.00	\$150.00	\$300.00	
<i>Keep dogs in unapproved kennels and/or zone</i>	<i>\$150.00</i>	<i>\$300.00</i>	<i>\$500.00</i>	

19.0 REPEALS

Bylaws #678, #788 and #823 are hereby repealed.

20.0 EFFECT

This Bylaw shall be in effect upon receiving Third and Final Reading and otherwise meets the requirements of Sections 57, 115 and 116 of the Cities, Towns and Villages Act and The Dog Act.

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



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 requirement 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: Committee of the Whole

Date: January 17, 2012

Subject: Traffic By-Law

Purpose:

To provide a recommendation for a changes to the Traffic Regulation by-law.

Background:

In an effort to ensure that our Traffic Regulation By-Law is current, is in accordance with our practices and meets the needs of the By-Law Enforcement Officers, it has been reviewed and some changes recommended.

Analysis:

In an effort to make the speed zones for the Town of Fort Smith easy to access and identify, the zones have been plotted on a map to be attached to the By-Law as an Appendix.

To have the By-Law reflect this addition it is necessary to amend Clause 11 to read "All drivers shall abide by the speed zones as identified in Appendix A."

The Section entitled "General Rules", item #48 requires amendment to enable our By-Law Enforcement Officers to enforce the latest additions to the Traffic Safety Act including the use of cell phones while driving. To accomplish this task, the following wording is recommended to be 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.

Additionally, the section on bicycles includes clause 56 that reads "Section 54 shall be enforced upon the requirements of Council." This clause is not required in the By-Law as all clauses in the By-Law represent the requirements of Council and the Community

and should be enforced at all times. The appendix to this report includes the amended version of the By-Law for review.

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.

Respectfully submitted,

Brenda Black
Senior Administrative Officer

Traffic Regulation By-Law
By-Law

A BY-LAW FOR THE REGULATION, CONTROL AND
MANAGEMENT OF VEHICLE, BICYCLE AND PEDESTRIAN
TRAFFIC, PURSUANT TO SECTIONS 344, 345, 346, 347 AND
348 OF THE MOTOR VEHICLES ACT, R.S.N.W.T., 1988, BEING
CHAPTER M-16.

WHEREAS the Council of the Corporation of the Town of Fort Smith in the Northwest Territories, deems it necessary to regulate, control and manage vehicle, bicycle and pedestrian traffic within the Municipal boundaries of the Town of Fort Smith in the Northwest Territories.

AS Council wishes to regulate the use and operation of vehicles, bicycle and pedestrian traffic in an orderly manner within the Municipality; and

AS the Motor Vehicles Act empowers Council to make Bylaws for this purpose;

NOW THEREFORE, the Council of the Corporation of the Town of Fort Smith in the Northwest Territories, in a duly assembled meeting enacts as follows:

SHORT TITLE

1. This Bylaw SHALL be cited as the Fort Smith "TRAFFIC REGULATION BYLAW".

INTERPRETATION

2. In this bylaw:

- (a) "BICYCLE" means a cycle having any number of wheels that is propelled by human power and on which a person may ride;
- (b) "BUS" means a motor vehicle with a maximum seating capacity set by the manufacturer of more than ten (10) persons including the driver's seat;
- (c) "BYLAW ENFORCEMENT OFFICER" (herein called Officer) means the Bylaw Enforcement Officer of the Town of Fort Smith appointed by the Council to enforce Municipal Bylaws;
- (d) "CENTER LINE" means the real or imaginary line that divides the lanes for traffic travelling in opposite directions on a two-way roadway;
- (e) "COMMERCIAL VEHICLE" means a motor vehicle used for business purposes, but does not include a public service vehicle;
- (f) "CONSTRUCTION VEHICLE" means a grader, loader, shovel, tractor, mobile crane, backhoe, forklift or any other similar equipment not normally used for travel on a highway;
- (g) "COUNCIL" means the Council of the Municipal Corporation of the Town of Fort Smith in the Northwest Territories;
- (h) "CROSSWALK" means:
 - (i) that part of a roadway at an intersection
 - (a) marked as a pedestrian crossing by a traffic control device,

2. (h) (b) that lies between imaginary lines of the sidewalks on opposite sides of the highway where there are no marked pedestrian crossings and the intersecting highways have sidewalks, and
- (c) that lies between an imaginary line connecting the curb or edge of the roadway on opposite sides of the highway and an imaginary line parallel to and 1.5m back from the first line where there are no marked pedestrian crossings and the intersecting highways do not have sidewalks, and
- (ii) that part of a roadway other than at an intersection, marked as a pedestrian crossing by a traffic control device;
- (i) "CURB or EDGE" means, in respect of a roadway, the edge of the roadway, if the roadway does not have a curb;
- (j) "DRIVER" means a person who operates a vehicle, or, where the vehicle is not in motion, the person who is in actual physical control of the vehicle;
- (k) "EMERGENCY VEHICLE" means:
- (i) a motor vehicle that is used for emergency purposes, carries rescue or first aid equipment and has markings on the outside of the vehicle indicating that it is used for emergency purposes, or
- (ii) a motor vehicle that is operated by a member of a fire department in the performance of his or her duties and has markings on the outside of the vehicle indicating that it is used by the fire department;
- (l) "ENFORCEMENT VEHICLE" means a vehicle operated by a person authorized to enforce an Act of the Territories or an Act of Canada, or the Bylaws of a Municipality;
- (m) "GROSS WEIGHT" means the combined weight of a vehicle and its load;
- (n) "HIGHWAY" means a road, place, bridge or structure, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage of vehicles, and includes:
- (i) a privately or publicly owned area that is designed and primarily used for the parking of vehicles, other than a driveway of a private dwelling,
- (ii) where a plan of survey or other instrument establishes a highway, the area between the boundary lines of the highway as shown on the plan of survey or instrument,
- (iii) a sidewalk, pathway, ditch or shoulder adjacent to and on either side of the travelled portion of the road or place and the area between the sidewalk, pathway, ditch or shoulder and the travelled portion of the road or place, and
- (iv) a road on a frozen body of water or water course or a road that can be used for only a portion of a year;

2. (o) "INTERSECTION" means the area closed by the imaginary extension and connection of the curbs or edges of roadways that intersect or join at an angle;
- (p) "JUDGE" means a judge of the Supreme Court, a justice, territorial judge, youth court judge, and a judge of a Court of Appeal;
- (q) "LOAD, LOADING or UNLOADING" means parking and stopping any vehicle so as to allow freight to be taken on or off or passengers to enter or descend from the vehicle;
- (r) "MOTOR VEHICLE" means a vehicle propelled or driven by other than muscular power and includes a trailer, but does not include:
- (i) an aircraft, a marine vehicle or an all-terrain vehicle,
 - (ii) a device that runs or is designed to run exclusively on rails, or
 - (iii) a mechanically propelled wheelchair;
- (s) "MUNICIPAL CORPORATION" means the Municipal Corporation of the Town of Fort Smith in the Northwest Territories established or continued as a city, town or village under the Cities, Towns and Villages Act;
- (t) "MUNICIPALITY" means the geographic area of jurisdiction of the Municipality of the Town of Fort Smith;
- (u) "OFFICER" means a motor vehicle officer appointed by the Minister, or a Bylaw officer appointed by Council. Members of the Royal Canadian Mounted Police are ex- officio officers under this bylaw;
- (v) "PARK" in respect of a vehicle, means the stopping of a vehicle, whether occupied or not, except where:
- (i) the vehicle is stopped in accordance with the direction of an officer or a traffic control device,
 - (ii) the flow of traffic requires the vehicle to be stopped, or
 - (iii) the vehicle is temporarily stopped for the purpose of and while engaged in loading or unloading;
- (w) "PEDESTRIAN" means a person on foot or in a wheelchair and includes a child in a carriage or carried by a person on foot;
- (x) "PUBLIC SERVICE VEHICLE" means a motor vehicle used for business purposes to transport:
- (i) freight not owned by the owner of the vehicle, or
 - (ii) passengers for compensation;
- (y) "ROADWAY" means the part of a highway that is improved, designed or ordinarily used for the passage of vehicles, but does not include the shoulder of a highway;
2. (z) "SCHOOL BUS" means a motor vehicle used to convey students to or from school or

any other place approved by the authority in charge of the school that the students attend where:

- (i) the vehicle is owned or operated by the authority in charge of the school, or
 - (ii) the vehicle is operated pursuant to a contract with the authority in charge of the school;
- (aa) "SENIOR ADMINISTRATIVE OFFICER" means the Senior Administrative Officer of the Town of Fort Smith in the Northwest Territories;
 - (bb) "SIDEWALK" means the part of the highway beside or near a curb or edge of a roadway that is improved for the use of pedestrians;
 - (cc) "STOP, FULL STOP or STOPPING" means bringing a vehicle to, or leaving at, a standstill;
 - (dd) "TRAFFIC" includes vehicles, ridden or herded animals, bicycles and all-terrain vehicles;
 - (ee) "TRAFFIC CONTROL DEVICE" means a sign, signal, light, line, marking or device placed or erected under a bylaw for the purpose of regulating, warning, guiding pedestrians or traffic;
 - (ff) "TRAFFIC LIGHT" means a traffic control device that uses shapes, symbols or words that are periodically illuminated to direct traffic or pedestrians to stop and to proceed;
 - (gg) "TRAILER" means a vehicle that is designed to be drawn on a highway by a motor vehicle, whether or not part of its weight or load rests on or is carried by that motor vehicle, but does not include a sidecar attached to a motorcycle;
3. Except as otherwise provided herein, the terms and expressions used in this Bylaw have the same meaning as in the Interpretation Act, the Motor Vehicles Act and the Cities, Towns and Villages Act respectively.

APPLICATION

- 4. (a) The provisions of the Motor Vehicles Act apply within the Municipality except where this Bylaw departs from such provisions in which case the bylaw provisions shall be enforced;
 - (b) Where any departure from the Motor Vehicles Act is indicated by means of a sign or traffic control device, every driver or pedestrian shall conform to the bylaw.
5. This bylaw does not apply to persons or to vehicles and other equipment actually engaged in highway construction or maintenance work on, under, or over the surface of a highway while at the site of the work if it is reasonably necessary for the purposes of the construction or work that this bylaw be not complied with or contravened and the work has been authorized by a the Senior Administrative Officer.

ENFORCEMENT AND EMERGENCY VEHICLES

6. (a) Subject to subsections (b) and (c), the driver
- (i) of an emergency or enforcement vehicle, when responding to an emergency call or alarm, or
 - (ii) of an enforcement vehicle, when in pursuit of a person who is suspected of contravening a law or bylaw or when going to investigate a suspected contravention of law or bylaw,
- may drive the emergency or enforcement vehicle, as the case may be, in contravention of this bylaw where it is necessary to do so;
- (b) Subsection (a) does not apply to a driver of an enforcement or emergency vehicle, unless
- (i) when the vehicle is moving, it is emitting an audible signal by bell or siren and the flashing lights on the vehicle are activated, or
 - (ii) when the vehicle arrives at its destination and parks, the flashing lights on the vehicle are activated;
- (c) Where the driver of an enforcement or emergency vehicle contravenes this bylaw under subsection (a), the driver shall drive the vehicle with regard for the safety of the traffic using the highway taking into account all circumstances of the case including:
- (i) the condition of the highway,
 - (ii) the amount of traffic on the highway,
 - (iii) the nature of the use being made of the enforcement or emergency vehicle at that time, and
 - (iv) the time of the day.
- (d) Upon the immediate approach of an enforcement or emergency vehicle that is emitting an audible signal by bell or siren or that has its flashing lights activated, a driver shall:
- (i) yield the right of way to the enforcement or emergency vehicle;
 - (ii) immediately drive to a position clear of an intersection and parallel to and as close as is practicable to the right-hand curb or edge of the roadway;
 - (iii) stop and remain in that position until the enforcement or emergency vehicle has passed.

TRAFFIC CONTROL

7. Where an officer reasonably considers it necessary to ensure orderly movement of traffic, to prevent injury or damage to persons or property, or to permit proper action in an emergency, the officer may direct traffic accordingly to his or her direction, notwithstanding anything in this bylaw, and every person shall obey the officers directions.
8. No person shall erect or maintain upon, or in view of a highway, a device that purports to be, or resembles or interferes with the effectiveness of a traffic control device unless he or she is authorized to do so in writing by the Senior Administrative Officer.
9. Council may by resolution, authorize the alteration, replacement, concealment or removal of any sign or device upon or near any highway within the Municipality which falsely purports to be or which might be mistaken for a traffic control device.
10. No person shall alter, damage, attempt to or remove a traffic control device or any part thereof without written authorization of the Senior Administrative Officer.

SPEED RESTRICTIONS

11. All drivers shall abide by the speed zones as identified in Appendix A.”
12. Where a traffic control device sets out a maximum speed limit, the speed limit applies to that part of the highway between the traffic control device and the point where another traffic control device indicates a greater or lesser speed or that the speed limit has ceased to apply.
13. No driver shall operate a vehicle at a rate of speed that is unreasonable having regard to all the circumstances including, without restricting the generality of the foregoing:
 - (a) the condition of the highway;
 - (b) class of vehicle being driven;
 - (c) the weather or conditions that might affect the visibility of the driver, or
 - (d) the amount of traffic on the highway.
14. (a) No driver shall operate a vehicle at such a slow speed that the vehicle unreasonably impedes the movement of other vehicles travelling in the same direction.

14. (b) Subsection (a) does not apply to a driver operating a vehicle at a slow speed if the slow speed is required for the safe operation of the vehicle and a prescribed slow moving vehicle sign is attached to the back of the vehicle.
15. Where a driver contravenes subsection 14(a), an officer may direct the driver:
- (a) to increase the speed of his or her vehicle so that the vehicle no longer impedes the movement of the other vehicles, or
 - (b) to remove the vehicle from the highway, and the driver shall comply with the direction.

TURNS

16. (a) A driver who intends to turn right at an intersection or onto a private road or driveway shall make the turn as closely as is practicable to the right hand curb or edge of the roadway.
- (b) A driver who turns right at an intersection shall make the turn by passing as closely as is practicable to the right hand curb or edge of the roadway entered.
17. A driver who intends to turn left at an intersection shall:
- (a) approach the intersection in the extreme left hand lane that is lawfully available to traffic proceeding in the same direction as the driver; and
 - (b) after entering the intersection, make the left turn so as to leave the intersection, as nearly as possible, in the extreme lefthand lane that is lawfully available to traffic proceeding in the same direction as the driver on the roadway being entered.
18. (a) A driver who intends to turn left from a two way roadway onto a private road or driveway shall make the turn from the right of, and as closely as practicable to, the center line of the roadway.
- (b) A driver who intends to turn left from a one way roadway onto a private road or driveway shall make the turn from the lane closest to the left hand curb or edge of the roadway.
19. (a) Subject to subsection (b), a driver who intends to make a turn shall signal an intention to turn at least 30m before the place of the turn if the driver is on a highway within the Municipality;
- (b) Where there is an intersection between the distance referred to in subsection (a) and the intersection at which the driver intends to turn, the driver shall not signal the turn until the driver passes the intersection that lies between.
20. (a) Subject to subsection (b), a driver may turn a vehicle so as to proceed in the opposite direction if that movement can be made without interfering with traffic;
- (b) No driver shall turn his or her vehicle so as to proceed in the opposite direction if he or she is driving

- (i) on a curve;
- (ii) on an approach to or near the crest of a hill where the vehicle cannot be seen by a person operating a vehicle approaching from either direction within 150m.

SIGNALS

- 21. A driver who is required to give a left turn signal for a left turn or other movement of his or her vehicle to the left shall make the signal by:
 - (a) activating the flashing turn signal lights on the lefthand side of the vehicle; or
 - (b) extending his or her left hand and arm horizontally from the vehicle.
- 22. A driver who is required to give a right turn signal for a right turn or other movement of his or her vehicle to the right shall make the signal by:
 - (a) activating the flashing turn signal lights on the righthand side of the vehicle; or
 - (b) extending his or her left arm from the shoulder to the elbow horizontally and from the elbow to the hand vertically upwards from the vehicle.
- 23. A driver who is required to give a signal to indicate a stop or decrease in speed of his or her vehicle shall make the signal by:
 - (a) activating the brake lights on the vehicle; or
 - (b) extending his or her left arm diagonally downwards from the vehicle.
- 24. A driver who gives a signal by hand shall give the signal from the lefthand side of the vehicle.

RIGHT OF WAY

- 25. (a) In this section, "Intersection" means an intersection that is controlled at every corner by a stop sign.
- (b) A driver approaching an intersection shall yield the right of way to traffic within the intersection.
- (c) A driver reaching an intersection before another driver has the right of way over the other driver.
- (d) Where two drivers arrive at an intersection on different roadways at the same time, the driver on the left shall yield the right of way to the driver on the right.

26. (a) A driver who is about to proceed across or turn onto a through highway facing a traffic control device that requires the driver to stop shall yield the right of way to:
- (i) traffic within the intersection; and
 - (ii) traffic proceeding on the through highway that is close to the driver that it is not safe for the driver to proceed across or turn onto the through highway.
- (b) A driver who has yielded the right of way as required by subsection (a), may proceed across or turn onto the through highway with caution and vehicles approaching the intersection on the through highway shall yield the right of way to the driver.
27. A driver approaching a yield sign at an intersection shall:
- (a) slow his or her vehicle to a speed that would enable the driver to stop his or her vehicle before it enters the intersection;
 - (b) yield the right of way to traffic within the intersection or proceeding on the intersecting highway that it is so close to the driver that it is not safe for the driver to enter the intersection; and
 - (c) stop the vehicle before it enters the intersection if it is not safe to proceed into the intersection.
28. A driver who is about to enter or cross a highway from a private road, alley, building, driveway or lane shall yield the right of way to pedestrians and traffic proceeding on the highway that are so close to the driver that it is not safe for the driver to enter the highway.

STOPS

29. Where there is an opportunity to give a signal, no driver shall stop or suddenly decrease the speed of his or her vehicle without first giving the signal for a stop or a decrease in speed.
30. A driver that is required to stop his or her vehicle before it enters an intersection shall stop the vehicle before it enters an intersection
- (a) at a stop line marked at the intersection;
 - (b) if there is no stop line, then immediately before entering a marked crosswalk; or
 - (c) if there is no stop line or marked crosswalk, then at the point nearest the intersection from which the driver has a view of traffic approaching on the intersecting roadway.
31. A driver approaching a stop sign at an intersection shall stop his or her vehicle before it enters the intersection.

32. A driver, on meeting a school bus that:
- (a) is headed in the same or opposite direction as the driver, and
 - (b) has its flashing lights in use,

SHALL

- (c) stop his or her vehicle before it reaches the bus, and
- (d) not proceed until the flashing lights are no longer in use.

PARKING

33. (a) No driver shall park his or her vehicle on a roadway where it is practicable to park the vehicle off a roadway, unless there is a traffic control device authorizing the parking of vehicles on that roadway.
- (b) No driver shall park his or her vehicle on a roadway so as to obstruct the passage of vehicles on the roadway.
- (c) Subsections (a) and (b) do not apply to a driver where his or her vehicle is disabled and cannot be driven to a place on the roadway that does not obstruct the passage of vehicles on the roadway.
34. No person shall, within the Municipality, park a vehicle on a highway:
- (a) in front of a public or private driveway;
 - (b) within an intersection;
 - (c) on a sidewalk;
 - (d) within 3m of a fire hydrant;
 - (e) within a crosswalk;
 - (f) within 5m in front or behind a stop or yield sign located at the side of the roadway;
 - (g) adjacent to or opposite a street excavation or obstruction, where parking obstructs the flow of traffic;
 - (h) in front of a ramp or designated zone designed for use by a physically disabled person;
 - (i) in an area reserved for a class of persons or persons possessing a valid parking permit;
 - (j) unless it is headed in the direction of traffic for the side of the highway on which the vehicle is parked.

35. No person shall park a vehicle except an emergency or enforcement vehicle, on duty, upon a highway in a space indicated by a traffic control device to be a space in which parking is prohibited.
36. (a) Any vehicle parked contrary to sections 33, 34, and 35, may be removed at the risk and expense of the owner by an officer or any person authorized to do so by an officer.
- (b) Any vehicle removed under subsection (a) may be held at the risk and expense of the owner by an officer or any person authorized to do so by an officer until the expenses of removal and or storage of the vehicle have been paid to the officer or to such person who has incurred such expense.
37. (a) No person shall park a tank truck or any other vehicle carrying gasoline, kerosene, diesel fuel, jet fuel, heating oil, explosives, or other hazardous goods in any area within the Municipality, unless such area has been designated by the Senior Administrative Officer for the parking of such vehicles or such parking is a permitted use in the Zoning bylaw.
- (b) No person shall park a tank truck or other vehicle uses specifically for transporting propane, methane, other volatile gases or dangerous goods or chemicals whether loaded or having been discharged or unloaded in any area of the Municipality unless such area has been designated by the Senior Administrative Officer for the parking of such vehicles or such parking is a permitted use in the Zoning bylaw.
- (c) The parking of tank trucks or any other vehicles carrying volatile liquids or gases or having discharged or unloaded their cargo of volatile liquids or gases, whether such vehicles are attended, at a distance of not less than 30m from any building used for assembly, institutional, multiple occupancy or public use, is an offence under this bylaw.
- (d) Notwithstanding subsections (a), (b), and (c) of this section, tank trucks or other such vehicles having a gross vehicle weight of up to but not exceeding 20 tonnes may make home deliveries of heating fuel or propane within the Municipality.
- (e) Notwithstanding subsections (a), (b), and (c) of this section, tank trucks or other such vehicles having a gross vehicle weight in excess of 20 tonnes may make bulk delivery of gasoline, diesel fuel, kerosene, heating oil, propane, dangerous chemicals or any other volatile liquids or gases to service stations within the Municipality or to required locations at the airport.
- (f) On completion of deliveries as specified in subsections (d) and (e), the person in charge of the tank truck or other vehicle shall observe and obey the parking restrictions as defined under subsections (a), (b) and (c).

LOADING AND UNLOADING

38. (a) No person shall load or unload a vehicle upon a highway or any part of a highway upon which parking or stopping is prohibited, unless a traffic control device sets out otherwise.

38. (b) Tractor trucks with semi-trailer units are prohibited from entering the downtown business area or residential sections of the Town to make deliveries, except as follows:
- (i) if the cargo load is destined for off-loading at one but not more than two locations;
 - (ii) if the cargo consists of pieces which weigh at least one tonne each;
 - (iii) if the cargo consists of pieces which have a length greater than 12m and or are considered cumbersome.

HEAVY BURDENS

39. (a) No person shall place, drag, skid, move or operate a vehicle or thing upon a highway if such a vehicle or thing is not equipped, and in a condition, to travel on rubber tired wheels, unless:
- (i) a permit for such operation, placement, dragging, skidding or movement is first obtained from the Senior Administrative Officer; and
 - (ii) the operation, placement, dragging, skidding or movement is supervised by the person designated in the permit.
- (b) The manner of supervision under the foregoing subsection is at the discretion of the person designated in the permit.
- (c) Every person having in his or her care or control or being the owner of a vehicle is liable for the cost of repairing damage to the highway resulting from the operation, placement, dragging, skidding or movement of such a vehicle upon the highway.
- (d) Every person having in his or her care or control or being the owner of a vehicle upon which a load of garbage or other material is being carried upon a highway shall so secure or cover such load as to prevent the littering of the highway or any part thereof.
- (e) Permission may be granted by the Senior Administrative Officer for heavy vehicles to cross sidewalks if such crossing point is bridged so as to prevent any damage to the sidewalk.

PRECAUTIONS DURING EMERGENCY

40. (a) No driver of a vehicle, other than an enforcement or emergency vehicle shall:
- (i) follow a vehicle used to fight fires, unless the driver remains at least 150 m behind the vehicle used to fight fires; or
 - (ii) park his or her vehicle within 150 m of a vehicle used to fight fires that has stopped to answer a fire alarm.

41. No driver shall drive over an unprotected fire hose of a fire department that has been laid down on a highway, private roadway or driveway near the location of a fire or a suspected fire, unless the driver has obtained the consent or direction of an officer or a member of the fire department.

TRUCK ROUTE

42. (a) In sections 42 to 48 inclusive:
- (i) "TRUCK" means a vehicle of more than 3 tonnes gross weight but does not include contractor's trucks;
 - (ii) "Transport Truck" means a truck ordinarily intended for use as a van, a tractor truck or a truck with high or low boy trailer;
 - (iii) "Contractor" includes a general contractor, or tradesmen, engaged in the delivery of building materials such as concrete, sand or gravel, oil or gas delivery, but does not include local delivery, freight, or wholesale deliveries.
- (b) Subject to subsections 47 and 48, no person shall drive either a truck or a transport truck on a portion of a highway without first obtaining a permit from the Senior Administrative Officer to do so, pursuant to section 45.
43. Notwithstanding subsection 44(b), it is permitted to drive a truck or transport truck on:
- (a) that portion of King street lying between Highway #5 and McDougal road;
 - (b) that portion of McDougal road lying between King street and Portage Avenue;
 - (c) that portion of Breynat Street lying between McDougal road and Mercredi Avenue;
 - (d) that portion of Mercredi Avenue lying between Breynat street and Portage Avenue;
 - (e) Portage Avenue;
 - (f) Highway #5 (Bell Rock road); and
 - (g) Breynat street from Highway #5 to Calder Avenue.
44. (a) No person shall load or unload a truck or transport truck on a portion of a highway without first obtaining a permit to do so, pursuant to Section 36.
- (b) The Senior Administrative Officer may issue a permit to a person for the loading or unloading of a truck on a portion of a highway if;
- (i) the truck is a moving van to be engaged in loading or unloading;
 - (ii) the entire load of the truck is to be loaded or unloaded at one place;

44. (b) (iii) the loading or unloading is taking place on property zoned as commercial or industrial zones under the Zoning bylaw.
- (c) No person shall park a truck or transport truck on a portion of a highway unless he or she has obtained a permit pursuant to subsection (b) of this section.
45. Permits required under Sections 42(b) and 44 are obtainable from the Senior Administrative Officer upon payment of a fee of one hundred (\$100.00) dollars per permit per vehicle.
46. Departures from the truck or transport truck routes specified in Section 43 are permitted only when travelling by the most direct route from the nearest point of the truck or transport truck route, as the case may be to:
- (a) travel to or from the premises for the servicing or repairing of the truck; and
- (b) pull a disabled vehicle from a highway prohibited to trucks.
47. Section 44 shall not apply to vehicles owned or actually in service of the Town which are engaged in works on behalf of the Town.

GENERAL RULES

48. (a) No driver shall operate a vehicle on a highway without due care and attention.
- (b) No driver shall operate a vehicle without reasonable consideration for others using the highway.
- (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.
49. No person shall cause a vehicle to move backwards on or onto a highway unless the movement can be made in safety.
50. No driver shall drive a vehicle on a sidewalk unless his or her vehicle is entering or leaving a driveway.
51. No person shall engage in a stunt or activity on a highway that is:
- (a) likely to distract or startle a driver using the highway;
- (b) likely to cause damage or unsightly damage to the roadway.
52. No driver shall drive his or her vehicle in a race or in a contest or performance on a highway.
53. No driver shall drive behind a vehicle more closely than is reasonable in the circumstances.

BICYCLES

54. (a) A person who is riding a bicycle:
- (i) shall not ride it on a sidewalk;
 - (ii) shall ride it as near as practicable to the right-hand curb or edge of the roadway;
 - (iii) shall not ride beside another bicycle that is being ridden on a highway except when passing that bicycle;
 - (iv) shall keep at least one hand on the handle bars;
 - (v) shall ride on and astride the seat of the bicycle;and
 - (vi) shall not use the bicycle to carry more persons than the number for which it is designed or equipped.
55. No driver shall knowingly use a vehicle to tow on a highway a bicycle, coaster, sled, toboggan, skateboard, ice skates, roller skates, roller blades or skis.
56. That Mercredi Avenue be identified as a one way street for motor vehicle and a two way street for bicycles.

PEDESTRIANS

57. (a) A driver shall yield the right of way to a pedestrian crossing a roadway within a crosswalk at an intersection marked by a pedestrian or school crossing traffic control device.
- (b) A driver shall yield the right of way to a pedestrian crossing a roadway within a crosswalk that is not an intersection.
58. Where a motor vehicle is stopped at a crosswalk to permit a pedestrian to cross the roadway, a driver approaching from the rear shall not pass the stopped vehicle.
59. (a) A pedestrian shall look in both directions before leaving a curb or other place of safety to cross a roadway.
- (b) No pedestrian shall leave a curb or other place of safety and walk or run into the path of a motor vehicle that is so close that it is impracticable for the driver of the vehicle to yield.
60. Where a pedestrian is crossing a roadway at a point other than within a crosswalk, the pedestrian shall yield the right of way to all drivers.
61. Notwithstanding any provisions of this section, a driver shall:
- (a) exercise care to avoid colliding with a pedestrian;
 - (b) give a warning to a pedestrian by sounding the horn or bell on his or her vehicle; and
 - (c) exercise proper precaution and be prepared to stop where a child or an apparently confused or incapacitated person is on a highway.

63. (a) A pedestrian shall not walk or run onto a roadway if there is a sidewalk that is usable on either side of the roadway.
- (b) Where there is no sidewalk that is usable on either side of the roadway, a pedestrian shall, unless it is impracticable, walk or run on the lefthand side of the roadway or shoulder of the highway.
64. (a) No person who is outside of a vehicle shall:
- (i) hold onto a vehicle that is in motion; or
- (ii) hold onto a vehicle that is stationary, for the purpose of being towed.
- (b) No driver shall knowingly tow a person that is holding onto the vehicle he or she is driving.

MISCELLANEOUS

65. (a) No person who operates a motor vehicle on a highway shall sound the horn or bell attached to the vehicle so as to make an unreasonable noise.
- (b) No person shall operate a motor vehicle on a highway in any manner that causes a loud or unnecessary noise from the exhaust or braking system of the vehicle or from the contact of the tires of the vehicle with the highway.
- (c) Emergency and enforcement vehicles are exempt from subsections (a) and (b).
66. No person shall operate a motor vehicle on a highway that produces an unreasonable amount of exhaust or smoke.
67. No person shall operate on a highway, a motor vehicle with the windshield or a side or a rear window of the vehicle that is:
- (a) covered with snow, ice or condensation; or
- (b) cracked or in any other condition, that unduly obstructs his or her view of the highway.

DELEGATION OF AUTHORITY

68. (a) The Council of the Municipality of the Town of Fort Smith in the Northwest Territories hereby:
- (i) delegates to the Senior Administrative Officer, the power to prescribe the location and placement of traffic control devices; and
68. (a) (ii) directs that the Senior Administrative Officer shall keep a record of such locations, and such record shall be open to public inspection during normal office hours.

- 69. Notwithstanding section 68, the Council may by resolution, authorize the design, construction, erection or placement, display, alteration, replacement, concealment or removal of traffic control devices.
- 70. Traffic control devices erected within the Town of Fort Smith in the Northwest Territories shall be deemed to have been erected by lawful authority.

PENALTIES

- 71. Every person who contravenes a provision of this bylaw for which no penalty is provided, is guilty of an offence and is liable upon summary conviction:
 - (a) for the first offence, to a fine not exceeding one hundred (\$100.00) dollars;
 - (b) for the second offence, to a fine not exceeding two hundred (\$200.00) dollars; and
 - (c) for each subsequent offence, to a fine not exceeding five hundred (\$500.00) dollars;or in default of payment, to imprisonment for a term not exceeding three (3) months.
- 72. (a) Notwithstanding section 71, where a person has been notified by an officer of the alleged commission of an offence referred to in this bylaw, that person may pay the voluntary penalty provided hereunder to the Senior Administrative Officer at any time within twenty (20) days after receipt of such notice, or before an information thereof is laid, and he or she shall not thereafter be liable for prosecution for the same offence.
 - (b) VOLUNTARY PENALTIES are attached as Schedule "1".
- 73. Bylaw #421 and any amendments thereof are hereby repealed.

READ A FIRST TIME THIS _____^{2nd} DAY OF _____ December, 1996 A.D.
READ A SECOND TIME THIS _____^{2nd} DAY OF _____ December, 1996 A.D.
READ A THIRD TIME THIS _____^{17th} DAY OF _____ December, 1996 A.D.

Original signed by Mayor Bevington

MAYOR

Original signed by SAO Roy Scott

SENIOR ADMINISTRATIVE OFFICER

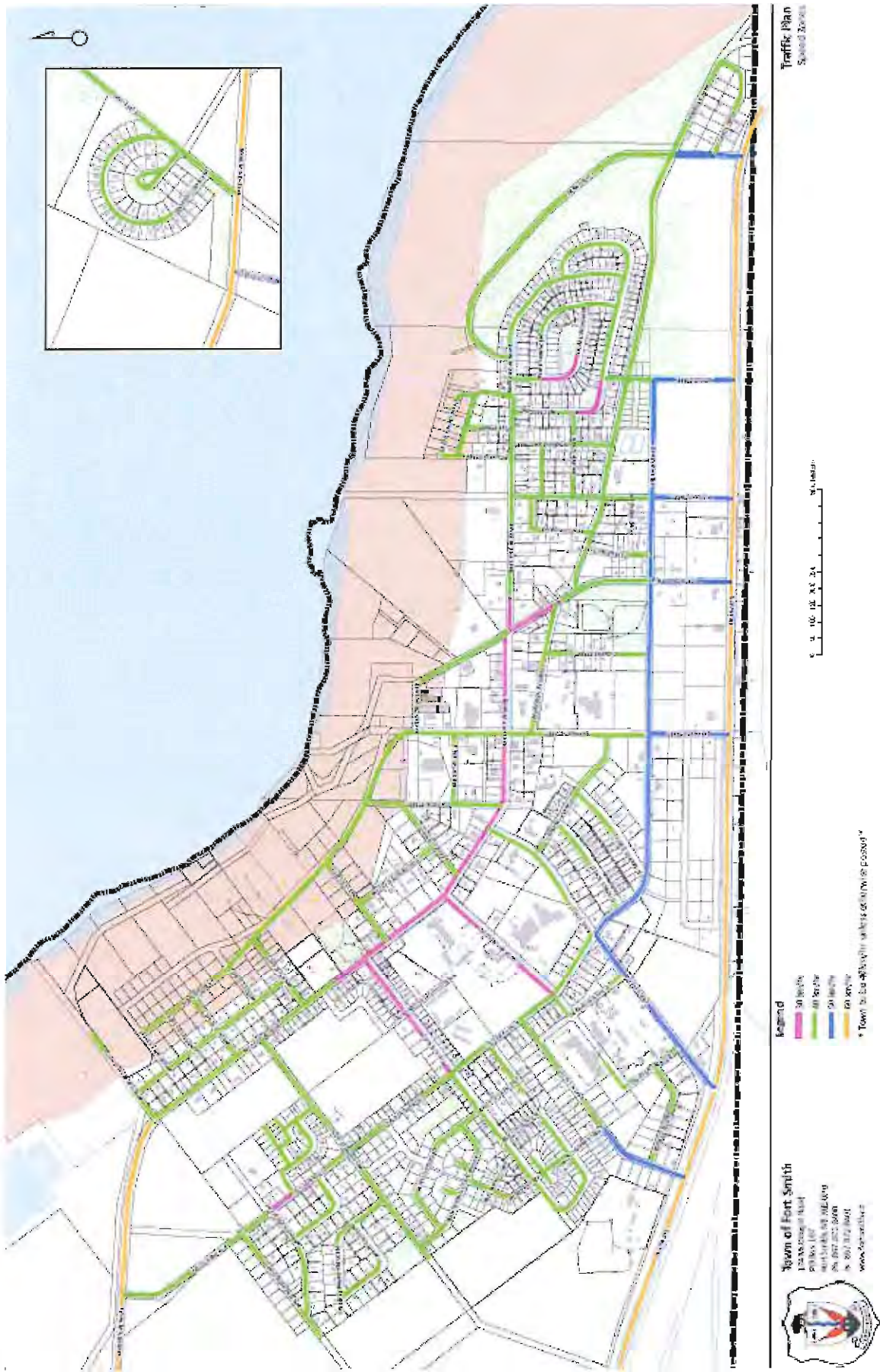
Schedule 1

VOLUNTARY PENALTIES

<u>CHARGE</u>	<u>SECTION</u>	<u>FINE</u>
FAIL TO YIELD RIGHT OF WAY TO EMERGENCY/ENFORCEMENT VEHICLE	6(d)(i)	50.00
FAIL TO STOP FOR AN EMERGENCY/ ENFORCEMENT VEHICLE	6(d)(ii)	50.00
FAIL TO OBEY OFFICERS TRAFFIC DIRECTIONS	7	30.00
ERECT A DEVICE WHICH INTERFERES WITH A TRAFFIC CONTROL DEVICE WITHOUT AUTHORIZATION	8	30.00
ALTER/DAMAGE/ATTEMPT OR REMOVAL OF A TRAFFIC CONTROL DEVICE WITHOUT AUTHORIZATION	10	50.00
SPEED IN EXCESS OF POSTED SPEED LIMIT:		
(A) 15KM/H OR LESS	11	50.00
(B) 16KM/H to 30KM/H		75.00
(C) 31KM/H to 50KM/H		100.00
(D) 51KM/H and up		Court
DRIVING MOTOR VEHICLE AT AN UNREASONABLE SPEED	13	50.00
FAIL TO OBEY OFFICERS DIRECTION (SLOW SPEED)	15	30.00
IMPROPER RIGHT TURN	16	50.00
IMPROPER LEFT TURN	17	50.00
SIGNALLING LEFT TURN IMPROPERLY	21	50.00
SIGNALLING RIGHT TURN IMPROPERLY	22	50.00
SIGNALLING STOP IMPROPERLY	23	50.00
FAILING TO YIELD RIGHT OF WAY	25(b)	50.00
FAIL TO OBEY YIELD SIGN	27(b)	50.00
FAIL TO OBEY A STOP SIGN	31	50.00
FAIL TO STOP FOR A SCHOOL BUS	32	100.00

UNAUTHORIZED PARKING ON A ROADWAY	33	40.00
PARK IN FRONT OF PUBLIC/ PRIVATE DRIVEWAY	34(a)	30.00
PARK WITHIN AN INTERSECTION	34(b)	30.00
PARK ON A SIDEWALK	34(c)	30.00
PARK WITHIN 3m OF A FIRE HYDRANT	34(d)	30.00
PARK WITHIN A CROSSWALK	34(e)	30.00
PARK WITHIN 5m OF A STOP OR YIELD SIGN	34(f)	30.00
PARK IN A HANDICAPPED ZONE	34(h)	30.00
PARK IN AN AREA RESERVED FOR A CLASS OF PERSONS	34(i)	30.00
PARK VEHICLE OPPOSITE OF DIRECTION HEADED	34(j)	30.00
PARK VEHICLE IN A NO PARKING ZONE	35	30.00
FAIL TO OBTAIN PERMIT TO MOVE HEAVY BURDEN ON HIGHWAY	39(a)(i)	100.00
FAIL TO SECURE CARGO LOAD	39(d)	50.00
FOLLOWING/PARKING TOO CLOSE TO OPERATIONAL FIRE FIGHTING VEHICLES	40	50.00
DRIVE OVER UNPROTECTED FIREHOSE	41	100.00
FAIL TO OBTAIN A TRUCK ROUTE PERMIT	42(b)	30.00
OPERATE MOTOR VEHICLE WITHOUT DUE CARE AND ATTENTION	48(a)	100.00
BACKING UP A VEHICLE UNSAFELY	49	50.00
OPERATE MOTOR VEHICLE ON A SIDEWALK	50	100.00
STUNTING	51(a)	100.00
RACING	52	200.00
FOLLOWING VEHICLE TOO CLOSELY	53	50.00

IMPROPER USAGE OF A BICYCLE	54	25.00
UNLAWFULLY TOWING A BICYCLE, PLAY VEHICLE OR PERSON	55	150.00
FAIL TO YIELD RIGHT OF WAY TO PEDESTRIAN	58	75.00
UNLAWFULLY PASS A VEHICLE STOPPED AT A CROSSWALK	59	75.00
PEDESTRIAN FAILING TO YIELD RIGHT OF WAY TO VEHICLES	61	75.00
FAILING TO WALK ON SIDEWALK OR LEFT HAND SIDE OF ROAD	63	25.00
UNLAWFULLY HOLD ONTO A MOVING VEHICLE	64(a)(i)	50.00
UNREASONABLE NOISE FROM VEHICLE HORN	65(a)	50.00
LOUD OR UNNECESSARY NOISE FROM MOTOR VEHICLE	65(b)	50.00
UNREASONABLE SMOKE OR EXHAUST FROM VEHICLE	66	50.00
OPERATE VEHICLE WITH AN OBSTRUCTION ON WINDSHIELD OR WINDOWS	67	50.00





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 Hudson Lisa
 Daitch Richard (Chairman) James Claudette (Town Council Rep)
 Dolan Sandra Zimmer Cam
 Hartery Keith

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.



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.



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	Pommeranian	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	Pommeranian	73 Caribou	09-Jan-12	2012
26	Don MacLean	Pommeranian	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
-----------	-------	-----------------	-------------

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