



Town of Fort Smith

Report of the Committee of the Whole

Wednesday, April 13, 2011

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

ABSENT: Cr. S. Sauteur-Chadwick
 Cr. R. Holtorf
 Cr. B. Marta

STAFF: Brenda Black – Senior Administrative Officer
 Jean Soucy – Director of Municipal Services
 Michelle Gauthier – Receptionist

GALLERY: None

A. CALL TO ORDER AND CONFIRMATION OF A QUORUM

Mayor Hobart called the meeting to order at 7:07 p.m. and confirmed a quorum was present.

B. OPENING PRAYER

Mayor Hobart led the opening prayer.

C. APPROVAL OF AGENDA

Moved by: Cr. Westwell
Seconded by: Cr. Johnson

That the agenda be approved as presented.

D. DECLARATION OF FINANCIAL INTEREST

D/M Johnson declared an interest in the Accounts Paid Part II

E. DELEGATIONS

There were no delegations.

F. COUNCIL BUSINESS

a. Reports from Standing Committees

i. Human Resource Committee

The minutes were provided to Council and reviewed. There were no recommendations arising from March 22, 2011 meeting. Minutes attached as Appendix “A”.

Council discussed various options and concerns relative to the Lands position(s).

Staff provided an update regarding a contract between the GNWT and the Town of Fort Smith for the provision of library services.

Staff advised that the excessive overtime issues had been addressed.

ii. Finance and Audit Committee

The minutes were provided to Council and reviewed. The Chair brought forward the recommendations arising from the March 24 2011 meeting. Minutes attached as Appendix “B”, Accounts Paid Part I attached as Appendix “C”, and Accounts Paid Part II attached as Appendix “D”.

Staff advised that IT costs are quite high and possibly over budget. The SAO advised that she had directed that no new work was to be started until budget concerns were addressed. In addition, staff have been directed to report IT concerns to the SAO rather than placing a support call.



53.11 RECOMMENDATION

“That the Accounts Paid Part I for the period ending March 11, 2011, totaling \$568,121.75 be adopted as presented.”

D/M Johnson declared an interest in the Accounts Paid Part II and left the chambers.

54.11 RECOMMENDATION

“That the Accounts Paid Part II for the period ending March 11, 2011, totaling \$883.78 be adopted as presented.”

D/M Johnson returned to the meeting.

iii Corporate Services Committee

The minutes were provided to Council and reviewed. The Chair brought forward the recommendations arising from the March 28, 2011 meeting. Minutes attached as Appendix “E”.

Staff provided a confirmation that the policy and bylaw review will be contracted rather than completed by current staff.

55.11 RECOMMENDATION

“That the Town funding of \$28,000 from NWTAC be allocated in the following manner: \$4,000 for employee incentives and \$24,000 for policy and bylaw review and development.”

D/M Johnson asked for an update on the Joint Risk Management Committee. Mayor Hobart stated that they have not contacted everyone yet to set a date. They are hoping to have the first meeting next week.

Council directed the Mayor and SAO to meet with SRFN and discuss amendments to the original agreement prior to beginning work with the planning committee.

iv Municipal Services Committee

The minutes were provided to Council and reviewed. There were no recommendations brought forward; minutes attached as Appendix “F” and the minutes of the meeting of March 25, 2011; attached as Appendix “G”.

The Council was informed that the new fire alarm packages for the Recreation Centre and Arena have arrived and are going to be installed soon.

Council asked where the Town was at with setting up a software program for Virtual Fort Smith. Administration stated that they have talked to a couple of people about creating a software program and are still waiting for feedback.

There was discussion about a Community Master Plan and the level of involvement of TTAB.

D/M Johnson asked if the snow is going to be hauled away to control the amount of water pooling in the center of the Recreation Centre parking lot. Mr. Soucy confirmed that yes; in the future the snow will be hauled away.

v Community Services Committee

The minutes were provided to Council and reviewed. The Chair brought forward the recommendation from the Recreation Advisory Board for the Community Services Master Plan. Minutes from the March 23 meeting attached as Appendix “H”.

Community Services Master Plan

56.11 RECOMMENDATION

“That Council endorses the recommendation from the Recreation Advisory Board to award the Community Services Master Plan contract to RC Strategies for \$48,435.00 as per their RFP submission.”

Clarification was provided that there would be funding available up to \$5,000.00 to cover costs of hosting the Truth and Reconciliation Hearing.

Council was advised that Town costs for Wood Buffalo Frolics totaled approximately \$10,000.00 plus the wages of the Special Events Coordinator.

MOTION

“That the minutes from the Standing Committees on Human Resources, Finance and Audit, Corporate Services, Municipal Services, and Community Services be approved as amended.



b. Reports from Other Organizations/Agencies

There were no reports from other organizations.

c. Mayor and Council

- D/M Johnson informed Council that she attended the Aboriginal Student Achievement Symposium and it was very enlightening. The group stated that they will be looking for support from communities as a whole and hope that the Town of Fort Smith will get involved and help them as much as possible.
- Mayor Hobart stated that the NWT Association of Communities Annual General Meeting is going to be held June 9th - 12th in Yellowknife and we need to register by Friday to get the discount. The Town budgeted for 2 two people to attend the meeting. The Town will register two people and determine who is going at a later date. She also asked for Council to submit any motions or resolutions they would like to have included on the NWTAC Conference agenda by May 13th.
- Mayor Hobart asked for volunteers to sit at the Town's booth at the Fort Smith Trades Show. Councilors Minute, Westwell and James provided times of availability.

d. Administration

- The SAO's Report was provided.
- A written report of permits and licenses issued was provided.
- Concerns with the Business License process were discussed and staff advised that this bylaw was being reviewed and recommendations would be coming forward in the fall.
- Council was informed about a preliminary meeting regarding a request from SLFN to accept the radio-active material that is to be removed to enable new road construction to occur this season. Staff will provide a full report at the next municipal services meeting for Committee and subsequent Council consideration.

G. CORRESPONDENCE

Council was provided with a list of correspondence and advised that if they wished copies to contact the Executive Assistant.

H. DATE OF UPCOMING MEETINGS

Mayor Hobart reminded Council that the Community Self-Assessment Tool Workshop is on Monday, April 18th beginning at noon.

Town Council Meeting – April 19 at 7:00pm
Human Resources Standing Committee Meeting – April 20 at 8:30am
Municipal Services Standing Committee Meeting – April 20 at 10:30am
Community Services Standing Committee Meeting – April 20 at 12:00pm
Finance & Audit Standing Committee Meeting – April 21 at 8.45am
Corporate Services Standing Committee Meeting – April 21 – 12:00pm

I. ABSENCE OF COUNCILLORS

Moved by: Cr. Westwell
Seconded by: Cr. Johnson

That Cr. Sauter-Chadwick, Cr. Holtorf and Cr. Marta be excused from the Committee of the Whole meeting of April 13, 2011.

J. ADJOURNMENT

The meeting was adjourned at 8:58 p.m.

MAYOR JANIE HOBART

Certified Correct by Brenda Black
SENIOR ADMINISTRATIVE OFFICER