



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 12-11
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF DECEMBER AND THE
TWELFTH FOR THE YEAR 2011**

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

ABSENT: Cr. S. Sauter-Chadwick

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

GALLERY: Meagan Wohlberg, Paul Currie

Meeting 12-11
December 13, 2011

7 PM
Council Chambers

A. **CALL TO ORDER & CONFIRMATION OF QUORUM**

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

B. **OPENING PRAYER**

Mayor Hobart led the opening prayer.

C. **APPROVAL OF AGENDA**

267-11 Moved by: Cr. Westwell
Seconded by: Cr. Marta

“That the agenda be adopted as presented.”

MOTION CARRIED UNANIMOUSLY

D. **PROCLAMATIONS/PRESENTATIONS**

There were no proclamations or presentations.

E. **APPROVAL OF MINUTES**

268-11 Moved by: Cr. Westwell
Seconded by: Cr. Minute

“That the minutes of Regular Meeting 11-11 of November 22, 2011, be adopted as amended to make a correction to the audit motion to 2010.”

MOTION CARRIED UNANIMOUSLY



269-11 Moved by: Cr. Marta
Seconded by: Cr. Westwell

“That the minutes of the Public Meeting of November 22, 2011, be adopted as presented.”

MOTION CARRIED UNANIMOUSLY

F. **BUSINESS ARISING FROM THE MINUTES**

D/M Johnson requested that the Premier and MLA visit remain on the agenda. The SAO advised that C Cans will be brought forward in January in response to Cr. Westwell’s question.

G. **DECLARATION OF FINANCIAL INTEREST**

D/M Johnson and Cr. Minute declared a financial interest in the Accounts Paid Part II.

H. **COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports

i. **COMMITTEE OF THE WHOLE**

270-11 Moved By: D/M Johnson
Seconded By: Cr. Minute

“That \$400,000 be allocated to the line item for sidewalks, and
That a separate line item for trails with funding of \$50,000 be established.”

MOTION CARRIED UNANIMOUSLY

271-11 Moved By: D/M Johnson
Seconded By: Cr. Westwell

“That the Accounts Paid Part I for the period ending November 18, 2011,
totalling \$1,220,408.58 be adopted as presented.”

MOTION CARRIED UNANIMOUSLY

D/M Johnson and Cr. Minute left the meeting due to a declared financial interest.

272-11 Moved By: Cr. James
Seconded By: Cr. Marta

“That the Accounts Paid Part II for the period ending November 18, 2011,
totalling \$25,445.98 be adopted as presented.”

MOTION CARRIED UNANIMOUSLY

D/M Johnson and Cr. Minute returned to the meeting.



273-11 Moved By: D/M Johnson
Seconded By: Cr. James

“That the retroactive heating costs from 2007 to June 2010, be paid to the South Slave Divisional Education Council as follows: \$62,000 in 2012, \$50,000 in 2013 and \$50,000 in 2014.”

MOTION CARRIED UNANIMOUSLY

274-11 Moved By: D/M Johnson
Seconded By: Cr. Westwell

“That AECOM be awarded the Alternate Heat Source Proposal for the budgeted amount of \$50,000.”

MOTION CARRIED UNANIMOUSLY

275-11 Moved By: D/M Johnson
Seconded By: Cr. Westwell

“That TDC Contracting Ltd. be awarded the heating fuel supply contract based on their tender submission price of \$1.052 per litre as of December 1, 2011, for the year 2012.”

MOTION CARRIED UNANIMOUSLY

276-11 Moved By: D/M Johnson
Seconded By: Cr. Minute

“That TDC Contracting Ltd. be awarded the diesel fuel supply contract based on their tender submission price of \$1.098 per litre as of December 1, 2011 and for the year 2012.”

MOTION CARRIED UNANIMOUSLY

277-11 Moved By: D/M Johnson
Seconded By: Cr. James

“That at the expiry of the 2012 heating fuel supply and diesel fuel supply contract, and if we go to tender, that the tendering date will be changed to June 30 to coincide with the heating season.”

MOTION CARRIED UNANIMOUSLY

278-11 Moved By: D/M Johnson
Seconded By: Cr. Westwell

“That Fort Smith Construction Ltd. be awarded the Chemical Room Expansion contract in the amount of \$27,700.”

MOTION CARRIED UNANIMOUSLY



Cr. Holtorf recognized the financial contribution from Parks Canada and Industry, Tourism and Investment and commended the Tourism and Trade Advisory Board.

279-11 Moved By: D/M Johnson
Seconded By: Cr. Westwell

“That the Rebranding and Marketing Strategy prepared by K2 Communications be approved as presented.”

MOTION CARRIED UNANIMOUSLY

280-11 Moved By: D/M Johnson
Seconded By: Cr. Marta

“THAT the minutes of the Committee of the Whole meeting of December 5, 2011, and the attached Standing Committee minutes be approved as presented.”

MOTION CARRIED UNANIMOUSLY

ii. **OTHER COMMITTEES**

There were no reports from other committees.

b. Enactment of Bylaws

Bylaw 858 Land Disposal Bylaw

281-11 Moved By: Cr. Westwell
Seconded By: Cr. Marta

“That the Land Disposal Bylaw 858 to sell Lot 1704, Plan 4090 to Brent Starling and Celestine Evans be given third and final reading by title only.”

MOTION CARRIED UNANIMOUSLY

Bylaw 860 to Appoint On-Call Bylaw Officer.

282-11 Moved By: Cr. James
Seconded By: Cr. Marta

“That Bylaw 860 to appoint Paul Currie as an on-call Bylaw Officer be given third and final reading by title only.”

MOTION CARRIED UNANIMOUSLY

Land Administration Bylaw 862

283-11 Moved By: Cr. Minute
Seconded By: D/M Johnson

“That the Land Administration Bylaw 862 be given third and final reading by title only.”

MOTION CARRIED UNANIMOUSLY



Bylaw 863 to Amend the Ambulance Fees

284-11 Moved By: Cr. Marta
Seconded By: Cr. Westwell

“That Bylaw 863 amending the Consolidated Rates and Fees Bylaw 846 Schedule “B” Ambulance Fees be given third and final reading by title only.”

MOTION CARRIED UNANIMOUSLY

Bylaw 864 to Amend the Spending Authority Bylaw 809

285-11 Moved By: Cr. Westwell
Seconded By: Cr. James

“That Bylaw 864 to amend the Spending Authority Bylaw 809 be given third and final reading by title only.”

MOTION CARRIED UNANIMOUSLY

Council Honourarium Bylaw 865

286-11 Moved By: Cr. Minute
Seconded By: Cr. Holtorf

“That the Council Honourarium Bylaw 865 be introduced and given first reading.

As the Council of the Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest to establish rates of remuneration for the Mayor, Deputy Mayor and Councillors;

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

1. The Mayor of the Town of Fort Smith shall receive:
 - a) An honourarium in the of amount of \$38,400 annually plus adjustments in accordance with the attached Schedule “A”. The position shall be considered as part-time and the incumbent shall work an average of four hours per working day including office and meeting times.
 - b) An annual vacation with pay of four (4) weeks. If the Mayor is absent on vacation for a period of more than four (4) weeks in any calendar year, the Mayor shall be deducted an amount proportionate to the number of days in excess of four (4) weeks.
 - c) Benefits as outlined in Schedule “B” attached to and forming part of this by-law.
2. Each Councillor and the Deputy Mayor shall receive an annual base honourarium in the amount of six thousand dollars (\$6,000.00) if in compliance with the parameters outlined in Schedule “C”.
3. Each Councillor and the Deputy Mayor shall receive an annual meeting per diem of \$100.00 for attendance at official meetings as defined in this by-law. ”

OPPOSED – CR. WESTWELL
MOTION CARRIED



Council Honorarium Bylaw 865

287-11 Moved By: Cr. Marta
Seconded By: Cr. James

“That the Council Honourarium Bylaw 865 be given second reading by title only.”

OPPOSED – CR. WESTWELL
MOTION CARRIED

2012 Budget Bylaw 866

The SAO provided a copy of the budget indicating a balanced budget with a 2% tax increase. Cr. Westwell requested an IT Plan with detailed expenditures. Cr. Holtorf requested that a finance policy for variance reporting be created.

288-11 Moved By: Cr. Westwell
Seconded By: Cr. Minute

“That the 2012 Budget Bylaw 866 be introduced and given first reading.

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 establish a 2012 Budget Bylaw for the operation and internal management of the municipal corporation;

AND WHEREAS the proposed revenues and expenditures have been reviewed;
NOW THEREFORE, the Council of the Town of Fort Smith, at a duly assembled meeting, enacts as follows;

1. THAT the short title of the Bylaw may be cited as the “2012 Budget Bylaw.”

MOTION CARRIED UNANIMOUSLY

2012 Budget Bylaw 866

289-11 Moved By: Cr. Minute
Seconded By: Cr. Westwell

“That the 2012 Budget Bylaw 866 be given second reading by title only.”

MOTION CARRIED UNANIMOUSLY

Bylaw 796 Bell Rock Roads Upgrade

Cr. Minute asked about possible legal or engineering fees. The SAO will confirm there are no fees.

290-11 Moved By: Cr. Minute
Seconded By: Cr. Westwell

“That Bylaw 796 Bell Rock Roads Upgrade be withdrawn.”

OPPOSED – D/M JOHNSON
MOTION CARRIED



c. Appointments

Appointment of a Deputy Mayor

D/M Johnson thanked everyone for having faith in her.

291-11 Moved By: Cr. Minute
Seconded By: Cr. Holtorf

“That Councillor Brenda Johnson be appointed Deputy Mayor for the remainder of the mandate, October 31, 2012.”

MOTION CARRIED UNANIMOUSLY

d. Mayor and Council

292-11 Moved By: Cr. Westwell
Seconded By: Cr. Smith

“That Council supports a \$500 donation towards Elders Christmas Dinner.”

MOTION CARRIED UNANIMOUSLY

1. Cr. Holtorf asked about Fire Department and Town protocol regarding building permits. The SAO will review practices with the past Fire Chief. Cr. Holtorf asked about communications expectations and looked forward to building a strong relationship with the Fire Department.
2. Cr. Holtorf asked to meet with the new Council of the Salt River First Nation. The Mayor advised that a leadership meeting will be held in January followed by meetings with each Council.
3. Cr. Holtorf indicated there is a housing shortage in the community and that there may be funding available for a study with CMHC. He suggested including this in the business plan as it impacted economic development.
4. Cr. Marta reminded everyone of the Fire Department's annual toy drive on December 17 at 10 am. They are accepting toys, food and donations for the animal shelter.
5. Cr. Minute recognized the Volunteer Ambulance Service noting the incredible number of hours providing service to the community and the time spent training and with the upkeep to buildings and equipment.
6. D/M Johnson asked for an update on the launch of the 45th Anniversary Coin. The Mayor advised that the coin was being advertised and some businesses had committed.
7. Cr. Smith advised that the Recreation Advisory Board will have a draft of the Community Services Master Plan ready mid to late January.
8. Cr. Smith was pleased to see speed limit signage posted on Pine Crescent and asked if signage could be posted at the corner of Paddle Street and Pine Crescent. The Mayor advised the Traffic Plan has not been approved by Council. Cr. Westwell advised that Council has passed a motion to install signage. The SAO confirmed that it had gone through Council and when the Traffic Plan is approved changes can be made. The Mayor advised that a bylaw is required. D/M Johnson stated speed limits have been agreed to.
9. Cr. Smith attended a workshop on the Slave River water quality last week. He stated that five community members had attended and that the discussion had been incredible.
10. Cr. Smith commended Town Staff and Volunteers working over the holidays.
11. Cr. Smith thanked outgoing Interim Director of Community Services, Ross De Boer.
12. Cr. Smith commended community organizations and volunteers for the amazing events hosted during the holiday season.
13. Cr. James referred to the request from the Northern Life Museum for an increase in funding. Cr. James stated that the museum has a new manager and events coordinator and suggested a partnership to help acquire funding assistance. The Mayor advised the Town has hired a new Recreation Programmer who will be working with organizations on community events.
14. The Mayor reminded everyone of the Council sponsored lunch for staff at noon on December 15.
15. The Mayor advised that the Santa Claus Parade will start at 4:30 pm at the Recreation and



15. The Mayor advised that the Santa Claus Parade will start at 4:30 pm at the Recreation and Community Centre on December 17. Protective Services will assist and there will be pictures with Santa.
16. The Mayor thanked the Community Choir for their performances.
17. The Mayor advised that JBT Elementary School will hold their Christmas Concert on December 15, at 6:30 pm.
18. The Mayor invited everyone to enjoy the traditional turkey dinner at JBT Elementary School on December 16, at noon.
19. The Mayor advised that the Elders Christmas Dinner is at 5 pm on December 17.
20. The Mayor commended Mike Labine and volunteers for their work on the Santa Sleigh.
21. Cr. Marta asked about advertising for the Wood Buffalo Frolics Committee. The Mayor will look at this in the new year.
22. Cr. Marta asked for an update on the tax auction. The SAO advised that five of seven properties had been sold.
23. The Mayor reported that the Governor General David Johnston and his wife Sharon had enjoyed their visit to Fort Smith. The Mayor asked for Council approval to send an invitation to the Governor General to visit in the summer. Council agreed.

e. Administration

The SAO thanked Ross De Boer, Interim Director of Community Services and wished him well.

I. **ABSENCE OF COUNCIL MEMBERS**

The Mayor advised that Cr. Sauteur-Chadwick's leave had been extended to the end of January.

293-11 Moved By: D/M Johnson
Seconded By: Cr. Marta

"THAT Cr. Sauteur- Chadwick be excused from the Regular Meeting of Council for December 13, 2011."

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

J. **DATE OF NEXT COUNCIL MEETING**

294-11 Moved By: Cr. James
Seconded By: Cr. Holtorf

"That a Regular Meeting of Council be held on Monday, Dec 19 at 7 pm."

MOTION CARRIED UNANIMOUSLY

K. **ADJOURNMENT**

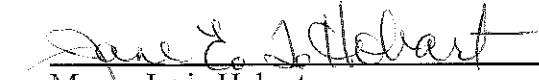
295-11 Moved By: Cr. James

"THAT this meeting is adjourned at 8:37 P.M."

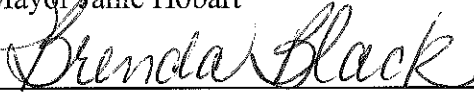
MOTION CARRIED UNANIMOUSLY



Minutes adopted this 19th day of December, 2011.



Mayor Janie Hobart



Certified Correct by the
Senior Administrative Officer Brenda Black

- L. **QUESTION PERIOD**
A Question period was offered in accordance with policy.