



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 10-11
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF OCTOBER AND THE
TENTH 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

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

STAFF: B. Black, SAO; A. Sebert, Executive Assistant; L. McIntyre, Director of Municipal Services, Ross deBoer, Interim Director of Community Services

GALLERY: Meagan Wolhberg, Emmanuel Nixon, Paul Bickford, Linda Martin, Chris Bird, Tracy Bird, Craig Browne, Denise Yuhas, Drew McQueen

The Annual General Meeting of the Municipal Corporation of the Town of Fort Smith was held prior to the start of the Council meeting. A presentation of the 2010 audit was given by the Town's Auditor, Drew McQueen of Ashton Chartered Accountants. The gallery was provided with an opportunity to ask questions.

Meeting 10-11 7 PM
October 25, 2011 Council Chambers

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

Mayor Hobart called the meeting to order at 8:46 pm and confirmed a quorum of Council was present.

B. **OPENING PRAYER**

Mayor Hobart led the opening prayer.

C. **APPROVAL OF AGENDA**

209-11 Moved by: Cr. Holtorf
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**

210-11 Moved by: Cr. Marta
Seconded by: Cr. Smith

“THAT the minutes of Regular Meeting 09-11 of September 20, 2011, be adopted as presented.”

MOTION CARRIED UNANIMOUSLY



F. **BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

G. **DECLARATION OF FINANCIAL INTEREST**

D/M Johnson 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**

211-11 Moved By: D/M Johnson
Seconded By: Cr. James

“THAT the Accounts Paid Part I for the period ending September 15, 2011, totalling \$1,258,646.00 be adopted as presented.”

MOTION CARRIED UNANIMOUSLY

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

212-11 Moved By: Cr. James
Seconded By: Cr. Marta

“THAT the Accounts Paid Part II for the period ending September 15, 2011, totalling \$4,115.51 be adopted as presented.”

MOTION CARRIED UNANIMOUSLY

D/M Johnson returned to the meeting.

213-11 Moved By: D/M Johnson
Seconded By: Cr. Smith

“THAT JBT Elementary School and PWK High School be given \$500.00 each towards their respective school snack program.”

MOTION CARRIED UNANIMOUSLY



214-11 Moved By: D/M Johnson
Seconded By: Cr. Holtorf

“WHEREAS the Town has determined to borrow from Pacific & Western Bank of Canada (the “Lender”);

AND WHEREAS the By-laws of the Town permit the borrowing of money from time to time on the credit of the Corporation and to secure such debt obligation.

AND WHEREAS it is expedient and in the interest of the Town that such power and authority be exercised for the purpose of borrowing from the Lender as hereinafter provided and to grant the necessary security:

NOW THEREFORE BE IT RESOLVED THAT the Town Council approves the decision to finance through Pacific & Western Bank of Canada in accordance with the terms and conditions of the commitment letter signed as at October 27, 2011, and hereby authorizes the Mayor and Senior Administrative Officer of the Town to execute all documents and perform such acts as, in their discretion, may be considered necessary or useful for the purpose of giving effect to this resolution or as may be required by the Lender.”

MOTION CARRIED UNANIMOUSLY

215-11 Moved By: D/M Johnson
Seconded By: Cr. Minute

“THAT the Town of Fort Smith contributes up to \$2,500.00 to the continued operation of the Santa Claus Float from the community grants accounts;

AND THAT the contribution be provided through direct payment to the vendor of the items required to ensure documented accountability.”

MOTION CARRIED UNANIMOUSLY

A public hearing will be held prior to the November 22, 2011, Council Meeting to receive community input regarding C Cans in residential neighborhoods.

216-11 Moved By: D/M Johnson
Seconded By: Cr. Holtorf

“THAT a public meeting will be held to receive community input regarding C Cans in residential neighborhoods.”

MOTION CARRIED UNANIMOUSLY

217-11 Moved By: D/M Johnson
Seconded By: Cr. Holtorf

“THAT the Corporate Services and Human Resource Committee recommends Council approval of the Director of Finance job description at pay level 31.”

MOTION CARRIED UNANIMOUSLY



218-11 Moved By: D/M Johnson
Seconded By: Cr. Smith

“THAT the Municipal Services Committee recommends that a Request for Proposal be reissued in late October for the Chemical Room Expansion Capital Project.”

MOTION CARRIED UNANIMOUSLY

219-11 Moved By: D/M Johnson
Seconded By: Cr. Holtorf

“THAT the Municipal Services Committee recommends the transfer of the Capital Project – Landfill Burn Pit Divider, in the amount of \$20,000.00, be moved to the 2012 Capital Plan.”

MOTION CARRIED UNANIMOUSLY

220-11 Moved By: D/M Johnson
Seconded By: Cr. James

“THAT the Committee of the Whole recommends that \$500.00 be donated to the Fort Smith Animal Society for the publication of their calendar.”

MOTION CARRIED UNANIMOUSLY

221-11 Moved By: D/M Johnson
Seconded By: Cr. Holtorf

“THAT the mandate for the River Bank Focus Group be as follows:

- Provide information to allow the Town of Fort Smith to commission a geo-technical study to determine current status of the area and establish regular monitoring of the area;
- Determine a course of action to resolve ownership issues of the area;
- Determine ways to make the area safer and functional for traditional uses, community recreational needs and making it more visitor friendly, including remediation activities to mitigate bank stability;
- Determine ways to increase the community ownership and pride in the area;
- Establish a plan to grow the area into a community parkland which includes historical, cultural, recreational and visitor aspects;
- Partner with MACA to develop a shared responsibility for transforming the area;
- Provide opportunities for community members to share their ideas for the area;
- Develop a complete plan for the area including facilities and landscaping, and establish priorities for capital planning purposes.”

MOTION CARRIED UNANIMOUSLY



222-11 Moved By: D/M Johnson
Seconded By: Cr. Marta

“THAT the Committee of the Whole recommends approval of the award of the work to Beaver Painting and Wesclean Northern Sales Hay River and that the total project cost will not exceed the total allocated budget of \$50,000.00 for the Town Hall Renovations Project.”

MOTION CARRIED UNANIMOUSLY

223-11 Moved By: D/M Johnson
Seconded By: Cr. James

“THAT the Westgrove Design Guidelines be approved as amended.”

MOTION CARRIED UNANIMOUSLY

Committee of the Whole Minutes

224-11 Moved By: D/M Johnson
Seconded By: Cr. Minute

“THAT the minutes of the Committee of the Whole meeting of October 18, 2011, and the attached Standing Committee minutes be approved as presented.”

MOTION CARRIED UNANIMOUSLY

ii. **OTHER COMMITTEES**

There was nothing brought forward from other committees.

b. Enactment of Bylaws

Bylaw 857 Appoint a Municipal Tax Collector

225-11 Moved By: Cr. Holtorf
Seconded By: Cr. Smith

“That Bylaw 857 to appoint Vita Hoyles as a municipal collector of taxes for the Town of Fort Smith be given third and final reading by title only.”

MOTION CARRIED UNANIMOUSLY



Bylaw 859 Westgrove Debenture Bylaw

226-11 Moved By: Cr. Minute
Seconded By: D/M Johnson

“THAT the Westgrove Debenture Bylaw 859 be introduced and given first reading.

WHEREAS, the Council of the Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest to carry out construction to develop land for the Westgrove Residential Subdivision;

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 issue debentures on the security of which may be borrowed a sum not exceeding ONE MILLION DOLLARS (\$1,000,000).”

MOTION CARRIED UNANIMOUSLY

Bylaw 859 Westgrove Debenture Bylaw

227-11 Moved By: Cr. James
Seconded By: Cr. Holtorf

“That the Westgrove Debenture Bylaw 859 be given second reading by title only.”

MOTION CARRIED UNANIMOUSLY

Land Administration Bylaw 862

A public hearing will be held on November 22, 2011, prior to the Council meeting to receive public input regarding the bylaw.

228-11 Moved By: Cr. Minute
Seconded By: D/M Johnson

“That the Land Administration Bylaw 862 be introduced and given first reading.

WHEREAS THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH is authorized to purchase, sell, lease or otherwise acquire and dispose of real property;

AND WHEREAS Section 55 of the Cities, Towns and Villages Act requires the Town to adopt a Land Administration Bylaw to provide for policy and procedures relating to the acquisition, holding and disposal of real property;

NOW THEREFORE, the Council of the Municipal Corporation of the Town of Fort Smith, in regular session, duly assembled, hereby enacts as follows:

TITLE

1. This Bylaw may be cited as “The Land Administration Bylaw.”

MOTION CARRIED UNANIMOUSLY



c. Appointments

Appointments to the Recreation Advisory Board

229-11 Moved By: Cr. Smith
Seconded By: Cr. Minute

“THAT Chris Esser, Kalina Hadziev, and Jeri Miltenberger be appointed to the Recreation Advisory Board for a two year period ending December 31, 2013.”

MOTION CARRIED UNANIMOUSLY

d. Mayor and Council

- a. D/M Johnson extended condolences to the Delorme family on their recent loss of a family member.
- b. Cr. Minute was pleased at the amount of construction activity in the community and recognized local businesses.
- c. Cr. Holtorf recommended developing a brochure to advertise the Westgrove III land locally and in the north.
- d. The Mayor circulated the new Recreation Guide published by recreation staff. Council commended staff on the graphics and on an excellent publication.
- e. The Mayor advised the Town will be mentioned in the NWT Tourism Conference Guide.
- f. The Mayor advised a coffee house will be held as part of the 45th Anniversary activities at the Curling Club on October 29 from 7 to 10 pm. Local musicians will be performing.
- g. The Mayor advised that the Business Persons Breakfast will be held on October 30 at the Recreation Centre from 9 to 11 am. A presentation and update on the mandate of the TTAB and the Rebranding and Marketing Strategy will be provided. Input from businesses on the programs and services offered by the Town will be encouraged. The Mayor advised 40 tickets have been picked up.

e. Administration

- a. Nothing at this time.

I. **ABSENCE OF COUNCIL MEMBERS**

230-11 Moved By: Cr. Holtorf
Seconded By: D/M Johnson

“THAT Cr. Sauteur-Chadwick and Cr. Westwell be excused from the Regular Meeting of Council for October 25, 2011.”

MOTION CARRIED UNANIMOUSLY

J. **DATE OF NEXT COUNCIL MEETING**

- Municipal Services Committee Meeting – October 26, 2011, at 8:30 am.
- Community Services Committee Meeting – October 26, 2011, at 12 noon.
- Finance and Audit Committee Meeting – October 27, 2011, at 8:45 am.
- Corporate Services and Human Resources Meeting – October 27, 2011, at 5:15 pm
- Special Meeting of Council – October 26, 2011, at 5:30 pm.
- Committee of the Whole Meeting – November 15, 2011, at 7 pm.
- Public Hearing for C Cans and the Land Administration Bylaw – November 22, 2011, at 7 pm
- Council Meeting – November 22, 2011, at 7 pm




K. **ADJOURNMENT**

231-11 Moved By: Cr. Smith


“THAT this meeting is adjourned at 9:16 P.M.”

MOTION CARRIED UNANIMOUSLY

Minutes adopted this 22nd day of November, 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.