
















Town of Fort Smith  
Community Services Committee  
Tuesday, July 11<sup>th</sup>, 2023, at 7:00 pm  
Town Hall Council Chambers

AGENDA

1. Call to Order
2. Declaration of Financial Interest
  - a. Statement of Disclosure of Interest
3. Delegations
  - a. RCMP Police Report – June 2023
4. Review
  - a. Agenda
  - b. Minutes
  - c. Visions and Values
  - d. Community Services Master Plan
  - e. Economic Development Plan
5. Directors Report
  - a. CRC Statistics – June 2023
  - b. Mary Kaeser Library – June 2023
6. Economic Development
  - a. Economic Development Report – June 2023
7. Advisory Boards
  - a. Community Services Advisory Board
    - i. CSAB Minutes June 22, 2023
  - b. Economic Development Advisory Board
  - c. Fort Smith Housing Plan Advisory Board
8. Bylaw/Policy Review and Development
  - a. GV105 Standing Committee on Community Services - Amended
9. Administration
  - a. Briefing Note Fireweed Music Festival Contribution Request
  - b. Briefing Note Whooping Crane Festival Contribution Request
10. Other Business
11. Excusing of Councilors
12. Date of Next Meeting
13. Adjournment

Attached Documents	
 Statement of Disclosure of Interest.pdf	 Fort Smith Policing Report 2023-06.pdf
 Community Services Minutes June 13 2023.pdf	 Vision and Values.pdf
 Community Services Master Plan 2020.pdf	 Economic Development Plan.pdf
 CRC Stats June 2023.pdf	 Library Stats June 2023.pdf
 Economic Development Report	
 CSAB Minutes June 22 2023.pdf	 GV105 Standing Committee on Community Services
 BN Fireweed Festival.pdf	 BN Whooping Crane Festival.pdf



Town of Fort Smith  
*Code of Conduct for Council Members*

ATTACHMENT A

**STATEMENT OF DISCLOSURE OF INTEREST**

Name of Council Member: \_\_\_\_\_

Date of Disclosure: \_\_\_\_\_

Council Meeting or

Committee Name: \_\_\_\_\_

Meeting Date: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Agenda Item Description: \_\_\_\_\_

Description of type and nature of Interest (i.e., Interest or Conflict of Interest)

Interest:                      Personal                      ☐

   Pecuniary                      ☐

Conflict of Interest:                      ☐

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Councillor: \_\_\_\_\_

**Office Use Only:**

Recorded by \_\_\_\_\_ at: \_\_\_\_\_

Initials: \_\_\_\_\_

Date: \_\_\_\_\_

FORT SMITH  
POLICING REPORT  
June 2023



Fort Smith RCMP Detachment  
G Division  
Northwest Territories



The Fort Smith RCMP Detachment responded to a total of 172 calls for service to the Town of Fort Smith during the month of June 2023.

### **Community Action Plan (C.A.P.) Community Priorities Initiatives:**

The current fiscal year priorities Initiatives are identified as:

- 1) Road Safety
- 2) Police / Community Relationships
- 3) Reconciliation & Youth

#### **1) This month the detachment addressed the issue of Road Safety by:**

This initiative is enforcement based – focusing on road safety through targeted enforcement activities (checkstops, stopping vehicles leaving licensed establishments, etc.), and also by investigating complaints made by members of the public. Police received 4 reports of possible impaired drivers from members of the public during the month of June. Police were able to lay charges in 1 of the 4 impaired driving investigations reported by the public.

Police conducted 7 targeted enforcement action over the month. Targeted enforcement includes monitoring intersections for violations, conducting radar enforcement in reduced speed zones, and monitoring vehicles leaving local liquor establishments. 55 vehicles were stopped during the month for minor infractions. Several drivers were issued tickets for various offences under the motor vehicle act, in addition several warnings were issued and 2 field sobriety tests were administered. As a result of these proactive stops, members were able to arrest three additional drivers with impaired driving for a total of 4 drivers charged with impaired driving.

**The Community assisted the priority by:** reporting suspected impaired drivers to the RCMP

#### **2) This month the detachment addressed the issue of Contribute to the safety and wellness of Indigenous Communities/Reconciliation by:**

This initiative is focused on building and strengthening relationships with our Indigenous Communities. This will be done through activities focusing on Reconciliation, and involvement with youth activities. We are actively seeking input from our community partners on how we can better interact with youth and the community in general, and also what activities we can undertake in the spirit of reconciliation.

- a. On June 3<sup>rd</sup>, Cst Jason Emmons assisted with track day.
- b. On June 10<sup>th</sup>, Cst Jesse Woodward participated in the bike rodeo outside the arena along with other first responder partner agencies. Children had the privilege of painting the police truck. Many more members attended the event with their kids.



- c. On June 12<sup>th</sup>, Cst Jesse Woodward attended the rec center where he played with kids and painted with kids from the after school program.
- d. In June, Sgt Cagri Yilmaz coached at the Fort Smith soccer club three times.
- e. In June, Cst Jesse Woodward volunteered at the animal shelter on several occasions.
- f. On June 15<sup>th</sup>, Cst Shawn Gibson attended the school to present two plaques to students during the Awards Ceremony.
- g. On June 21<sup>st</sup>, all members attended the treaty celebration days and took part in various activities such as serving food for the guests.







# RCMP



ROYAL CANADIAN MOUNTED POLICE



- i) On June 29<sup>th</sup>, the Yellowknife Police Dog Master attended Fort Smith to present Lexia Laviolette with some gifts. She was the winner of the “Name the Puppy” contest. The dog master also attended the daycares to make a presentation to children and answer their questions.



**3) This month the detachment addressed the issue of Crime reduction/Substance abuse by:**

This initiative is focused on reducing crime by doing regular compliance checks on repeat offenders, proactively seeking individuals who are wanted, making presentations at the schools or in the community on various topics and investigating drug dealers or bootleggers.

- a. On June 9<sup>th</sup>, Cst Jesse Woodward along with the fire marshall made a presentation on the dangers/risks of arson.





- b. Members have done several compliance checks on repeat/high risk offenders which lead to charges being laid and offenders being arrested and or remanded.

Should you have any questions or concerns regarding this report, please feel free to contact me to discuss.

Sgt Cagri Yilmaz

Detachment Commander

Fort Smith RCMP

Telephone: 867-872-1111



Town of Fort Smith  
Community Services Standing Committee  
Tuesday, June 13<sup>th</sup>, 2023, at 7:00 pm  
Town Hall Council Chambers

Chairperson: Cr. Fergusson  
Members Present: Mayor Daniels, D/M Macdonald (Conference Call), Cr. Campbell,  
Cr. Korol, Cr. Tuckey, Cr. Couvrette, Cr. Pischinger, Cr. Beaulieu  
  
Staff Present: Jim Hood, Senior Administrative Officer  
Emily Colucci, Director of Community Services  
Amy Weber, Pay and Benefits Finance Clerk

1. Call to Order

Mayor Daniels called the meeting to order at 7:00 pm and handed the Chair to Cr. Fergusson.

Cr. Fergusson read the acknowledgement of First Nations.

2. Declaration of Financial Interest

- a. Statement of Disclosure of Financial Interest – There were no declarations of financial interest.

3. Review

- a. Agenda – The agenda was reviewed. Cr. Couvrette requested adding discussion about signage at the CRC. Cr. Tuckey requested adding discussion on parks and recreation.

**RECOMMENDATION**

**Moved by: Cr. Korol**

**Seconded by: Cr. Campbell**

**That the agenda be adopted as amended to include discussion on signage at the CRC and parks and recreation.**

**CARRIED UNANIMOUSLY**

- b. Minutes – The Community Services Standing Committee Minutes of May 9<sup>th</sup>, 2023, were reviewed and adopted at the Regular Meeting of Council on May 16<sup>th</sup>, 2023. Cr. Couvrette noted that CLI Group had previously delegated to Council and felt this was a great opportunity for local governments to access free services. He asked if this was followed up on. Cr. Couvrette noted that there was a commitment to bring a briefing note with information on the South Slave Tourism Development Workshops, including follow up activity post-conference.

D/M Macdonald replied that he has a follow-up call scheduled with CLI to discuss next steps and having a meeting in July, and that he would request Mayor Daniels coordinate with community leadership. Mayor Daniels advised that he plans to hold a leadership meeting near the end of the month.

Administration replied that he would bring a report on the South Slave Tourism Workshop to the Council Meeting on June 20<sup>th</sup>, 2023.

Cr. Korol requested an update on the CIMCO report on the ice plants. Administration replied that they are waiting for the shutdown and condition reports and that the Directors would perform a walk through of the facilities to identify issues for addressing before the ice plants are commissioned in the fall. Additionally, he advised that there are issues with Curling Rink drainage and the ice plant, and that the report would likely recommend ice plant replacement. He advised that a proposal was submitted by CIMCO for the Curling Rink ice plant replacement but that the shutdown and condition reports would be reviewed before consideration.

- c. Vision and Values – The Vision and Values were reviewed.
  - d. Community Services Master Plan – The Community Services Master Plan was reviewed.
  - e. Economic Development Plan – The Economic Development Plan was reviewed.
4. Directors Report
- a. CRC Statistics May 2023 – The CRC Statistics for May 2023 were reviewed. Cr. Korol asked if swimming lessons would be offered during the summer. The Director of Community Services confirmed this and advised that they would advertise the updated summer Pool schedule. She noted that the Pool would be open 5-days per week including weekends and that various programming would be offered. Further, she advised that the department would focus on internal training to ensure Pool coverage for operations. Cr. Korol was pleased with the update.
  - b. Mary Kaeser Library Statistics May 2023 – The MKL Statistics for May 2023 were reviewed. Mayor Daniels suggested determining next steps for the old library building during the summer.
5. Economic Development
- a. Economic Development Report May 2023 – The Small Communities Employment Fund and Fort Smith Labour Market Study were reviewed.
6. Advisory Boards
- a. Community Services Advisory Board
    - i. CSAB Minutes May 11<sup>th</sup>, 2023 – The CSAB minutes from May 11<sup>th</sup>, 2023, were reviewed. Cr. Korol advised that CSAB had a presentation on the new brand style, and reviewed stats and upcoming events, followed by a tour of the CRC facility. She advised that the next meeting would be on June 22<sup>nd</sup>, 2023, and that meetings would conclude for the summer.
  - b. Economic Development Advisory Board
    - i. EDAB Minutes May 25<sup>th</sup>, 2023 – The EDAB minutes from May 25<sup>th</sup>, 2023, were reviewed. Cr. Couvrette advised that EDAB discussed business licensing but hasn't put forward a formal recommendation. He recognized long-term EDAB member that stepped down from the board, Linda Martin. Cr. Korol noted that EDAB requested presenting to Council on their recommendations.
  - c. Fort Smith Housing Plan Advisory Board
    - i. HPAB Minutes May 18<sup>th</sup>, 2023 – The HPAB minutes from May 18<sup>th</sup>, 2023, and presentation were reviewed. The Director of Community Services advised that there was a gap between meetings to conduct a community survey and that they received a good response. She continued that the meeting was to review survey results and responses.
    - ii. HPAB Minutes May 29<sup>th</sup>, 2023 – The HPAB minutes from May 29<sup>th</sup>, 2023, and presentation were reviewed. The Director advised that the second meeting was a visioning exercise and that the next meeting is scheduled for July to perform focused outreach to fill data gaps from the survey. She anticipates the Housing Plan's completion in August.



Mayor Daniels attended the meeting and felt it was a great meeting. He met after with leadership and the Minister of the NWT Housing Corporation and discussed transferring dilapidated housing to leadership to administer repairs to fill the housing need in the community. He noted that she was pleased with this and asked for a letter with the request.

7. Administration

- a. Briefing Note Canada Day Road Closure 2023 – The briefing note was reviewed. The Director noted a correction in the recommendation for the parade route. She advised that there would be signage for detours and barricades in place.

Mayor Daniels suggested paving the ditch adjacent to Conibear Park and noted that the area doesn't appear to have drainage issues. Cr. Korol suggested obtaining an engineered opinion before moving forward with this.

**RECOMMENDATION**

**Moved by: Cr. Korol**

**Seconded by: Cr. Campbell**

**That Council approve the following road closures for the 2023 Canada Day Celebrations.**

**That Portage Avenue adjacent to Conibear Park, from McDougal Road to the Old Theatre Parking Lot, before Mercredi Avenue, be closed to traffic, and that McDougal Road, adjacent to Conibear Park, from the Post Office Crosswalk to the Anglican Church Parking Lot, be closed to traffic on July 1<sup>st</sup>, 2023, from 10:30 a.m. to 5:00 p.m. for Canada Day Celebrations; and**

**Furthermore, that the following road closures occur for the Canada Day Parade from 11:30 a.m. to 1:00 p.m.; Portage Avenue in front of the RCMP compound to the corner of McDougal Road, along McDougal Road from Portage Avenue to King Street, and from King Street to the Community and Recreation Centre.**

**CARRIED UNANIMOUSLY**

- b. Councillors to Review Canada Day Award Nominations – Administration advised that the Town administers Canada Day Awards for Citizen of the Year, Paul Currie Volunteer of the Year, and Elder of the Year, as per a nomination process, and that there is currently a call for nominations. He called for Councillors to review nominations and select award recipients. Cr. Korol, Cr. Campbell, and Cr. Pischinger put their names forward.

8. Other Business

- a. CRC Signage – Cr. Couvrette noted that during the Grand Reopening of the CRC, there was concern expressed about the names of Mary Kaeser Library and William Schaefer Memorial Swimming Pool being modularized into the overall identity of the CRC. He suggested finding funds for signage to include the legacy names of the facilities within the CRC, including Pete's Gym. He suggested the entry wall could be used as a memorial wall outlining their contributions and suggested identifying funds in the 2024 budget. He advised that it was also noted that the Curling Rink was named the Bob McArthur Sr. Curling Rink and suggested reinstating this name. Cr. Pischinger and Cr. Campbell agreed with Cr. Couvrette.

The Director replied that the William Schaefer Memorial Pool memorial is hung by the Pool entrance and that the memorial for Pete's Gym is hung outside Pete's Gym. She advised that the Mary Kaeser Library sign is being refurbished prior to hanging and that they are looking to create a memorial for the facility recognizing her passion for the library and for her legacy to continue. She advised that they are ensuring the CRC recognizes all legacies as memorial facilities.

Mayor Daniels expressed his support for naming the Curling Rink after Bob McArthur Sr. Cr. Couvrette noted that there may be a former motion of Council naming the facility this, and made a recommendation to name the Curling Rink the Bob McArthur Sr. Curling Rink. Cr. Fergusson suggested asking the Curling Club if they would be in agreement. Cr. Couvrette amended his motion.

**RECOMMENDATION**

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Campbell**

**That the Curling Club be asked if they would be in favour of naming the Curling Rink after Bob McArthur Sr.**

**CARRIED UNANIMOUSLY**

- b. Parks and Recreation – Cr. Tuckey advised that residents brought to his attention that there are no resting places along the walking trail and asked if there are plans to install benches. He also expressed concern regarding fallen and leaning trees in and around the cemetery, as well as an unused power pole, and stockpile of sand in the cemetery. He also was concerned about the picnic table and loitering across from the cemetery. Cr. Tuckey suggested fire smarting Highway 5 adjacent to Calder Avenue.

Administration replied that the installation of benches and bear-proof trashcans along the walking trail has been discussed by Senior Management along with the need to standardize streetscaping for a consistent look and feel. He advised that he would review the capital budget for funds or include this in the 2024 Capital Plan, and that there may be opportunity for sponsorship.

Administration advised that he would request Facilities Maintenance remove fallen trees and the stock pile of sand in the cemetery, and would have them look at leaning trees, as they do not want gravesites damaged. He advised that he would also follow up with Facilities Maintenance and NTPC regarding the power pole. Additionally, he would discuss the picnic table issue with the Protective Services department and noted that if the picnic table is on Town land, it could be moved, and the bush could be cleared.

Administration advised that the area along Highway 5 has been fire-smarted in the past and that he would discuss further action with the Director of Protective Services as there are funds allocated for fire smart initiatives and to ensure the property is on the priority list. He indicated that NWTAC has fire smart funding available in 2024 as per the community protection plan.

Cr. Korol advised that the Transportation Master Plan was approved last year and included standardized streetscaping and that there may be funding allocated.

Cr. Campbell requested an update on the tender process for the backup generator at the CRC. He also asked if drainage would be reviewed by the contractor involved in the renovations.

Administration replied that they are ready to complete the design and go to tender for the CRC backup generator pending the architect's review. Further, he has been in contact with the Department of Infrastructure to determine if they are interested in participating in the project to tender a generator big enough to power PWK High School, in addition to the CRC, as the Town's evacuation center and as both buildings work in conjunction. He is waiting for a response and would follow up.

Cr. Couvrette noted in response to the sponsorship of benches, that it was discussed that the Trade Show was a good venue to encourage sponsorship and in consideration of additional revenue and upcoming budgeting for 2024. Mayor Daniels suggested standardizing green trashcans.

Cr. Beaulieu was also concerned with the thick bush around the community and encouraged fire smart initiatives. She suggested prioritizing this in consideration of recent fire situations. She also would like to see more action from the NWT fighting fires in WBNP around Pine Lake and requested supporting Alberta Fire Crews.

9. Date of Next Meeting

The next Community Services Standing Committee meeting will be held on July 11<sup>th</sup>, 2023.

10. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Korol**

**Seconded by: Cr. Campbell**

**That the meeting be adjourned at 7:55 pm.**

**CARRIED UNANIMOUSLY**



# Vision

The vision statement outlines what our community wants to be. Our vision statement provides a basis for future decision-making and activities.

**The Town of Fort Smith will work with our partners to enhance our excellent quality of life by respecting values, traditions, and healthy lifestyles. We will continue to advance as a unified, active and prosperous community.**

# Values

The mission defines how the Town will operate; it represents what is fundamentally important to us in how we work with each other and represent the citizens of Fort Smith.

- **Welcoming** – we are a friendly community which embraces our visitors, students and residents alike.
- **Innovative** – we take on new challenges in the pursuit of excellence.
- **Sustainable** – we are committed to sustainability in our Town's operations and development.
- **Unified** – we work with Indigenous governments and our partners to implement our plans and achieve our goals.
- **Committed** – we operate professionally and to the highest ethical standards.

WELCOMING | INNOVATIVE | SUSTAINABLE | UNIFIED | COMMITTED

Town of Fort Smith Community and Recreation Centre Stats				
Jun-2023				
Fort Smith Commuity and Recreation Centre	May Sessions	May Participants	June Sessions	June Participants
Squash	Operational for 30 days	50	Operational for 30 days	57
Pete's Gym	Operational for 30 days	1123	Operational for 30 days	1116
Senior Lane Swim	7	39	14	68
Public Swim	7 of 9	167	21	587
Public Lane Swim	12 of 12	27	23	55
Parents & Tots Swim	7 of 7	7 Parents; 7 Tots	14	10 Parents; 7 Tots
Daycare Swim	3 of 5	58	3	49
ASCP Swim	1 of 4	27	4	56
Adult Soccer	2	34	4	15
Drop-in Soccer	4	57	5	123
Drop-in Volleyball	4	62	8	83
Drop-in Badminton	4	19	15	77
Drop-in Sports	8	81	8	79
Drop-in Basketball	5	60	1	10
Family Drop-in Sports	4	30	4	43
Parents & Tots Gym	26	61 Adults; 128 Children	22	129 Adults; 504 Children
Gym Rentals	17 of 24	387	5 of 24	141
Pickleball	9	70	6	60
Youth Night	8	149	9	152
Youth Drop-In	26	257	19	218
Zumba (fitness room)	8	49	-	-
Town Meeting	-	-	1	67
Volleybal Camp	-	-	3	32
Girl Guides (curling Lounge)	7	84	-	-
Comments: .				
Fort Smith Centennial Arena	May Sessions	May Participants	June Sessions	June Participants
Rec Hockey	Arena Closed for Year		Arena Closed for Year	
Comments: .				
Fort Smith Child Care	May Sessions	May Participants	June Sessions	June Participants
ASCP		549/660; 3 Drop-ins(HD)		486/510; 5 Drop-ins(HD)
Daycare		17FT, 1HT, 3FTI; 4 Drop-ins(HD)		15FT, 2HT, 5FTI; 6 Drop-ins(HD)
Comments: .	FTI is for Full Time Infant		FTI is for Full Time Infant	

# Mary Kaeser Library

## Activity Report June 2023

	Jun-22	Last Month	Jun-23	YTD
Adults	296	572	619	3750
Children	272	968	1309	6647
<b>Total attendance</b>	<b>568</b>	<b>1540</b>	<b>1928</b>	<b>10397</b>
CAP Computer Users	74	344	461	2484
CAP Computer Hours	61.75	434.5	515.75	2733.1
Wifi users	45	267	269	1327.3
<b>Programming:</b>				
Family literacy	90	51	68	324
Adult programs	0	75	52	246
Seniors programs	n/a	4	2	8
Friday Fun	56	34	63	234
holiday/spring break/summer reading	n/a	7	297	433
Teen programs	n/a	n/a	n/a	2
Class visits	n/a	55	71	163
<b>Total program Attendance</b>	<b>146</b>	<b>226</b>	<b>226</b>	<b>1410</b>
<b>Other</b>				
Circulation stats	609	824	711	4684
Inter-library loan requests (MKL patrons)	16		4	47
Inter-library loan requests (NWT patrons)	13		16	41
Reference	13	73	31	291
Operational Hrs	128	188	201	1259



# ECONOMIC DEVELOPMENT REPORT

## JUNE 2023

The Economic Development staff were busy organizing a number of community events throughout the month of June.

### Highlights of June events include:

**Bike Rodeo – June 10** – Economic Development staff supported the Protective Services department with the Bike Rodeo. Economic Development staff assisted with the BBQ planning, marketing, and advertising, set up and gathering supplies, and operational support during the event.

**Community & Recreation Centre – Renovation Opening – June 12 & June 13** – Economic Development staff worked with the recreation centre staff to plan events and outline of activities, plan and organize a community BBQ, advertise, and assist with operations of the event.

**National Indigenous Peoples Day – June 21** – Economic Development staff worked with Indigenous Day organizers to provide hands on support, assist with advertising and marketing the event, communicate needed support to other departments, and assist on the day of the event.

**Salt River First Nation – Treaty Land Entitlement Days – June 23 & 24** - Economic Development staff worked with organizers to provide hands on support, assist with advertising and marketing the event, communicate needed support to other departments, and assist on the day of the events including set up and operation of the bouncy castle.

Economic Development staff continue to promote Fort Smith on social media including posts that highlight the activities and upcoming festivals.

**New Website** - The EDO is working with the Executive Assistant on the transition to a new website. Several meetings were made with UpandUp to discuss designs and features needed.

**Visitor Information Centre** – The Economic Development staff assist in the operations of the Visitor Information Centre. A shared space with Wood Buffalo National Park. The summer hours for the centre are Monday – Sunday, 9:00 am – 6:00 pm. The Town visitor (economic development) staff offer guided tours including the Fort Smith Discovery tour to help visitors understand more about our community, and a tour called Pelicans, Paddlers and Plants which explores the trails down to the rapids and an opportunity for visitors to view the pelicans.

### Total number of visitors

	2019	2020	2021	2022	2023
<b>May</b>	95	12	149	176	147
<b>June</b>	249	50	137	329	326



## **Town of Fort Smith Community Services Advisory Board Thursday, June 22, 2023 at 12:00pm CRC Curling Club Room - Regular Meeting**

**Attendees:**

- Jeri Miltenberger, Vice Chair
- Rohma Nawaz
- Allie McDonald
- Jacie Macdonald
- Gail Hartop
- Dianna Korol, Council Representative

**Regrets:**

Jonah Mitchell  
Payton Vogt  
Mike Vassal  
Sebastien Bourke

**Administration:**

Emily Colucci, Director of  
Community Services

**A. Call to Order**

Jeri Miltenberger called the meeting to order at 12:14 pm.

**B. Approval of the Agenda**

***MOTION***

**Moved by: Gail Hartop**

**Seconded by: Rohma Nawaz**

**That the agenda be adopted as presented.**

**CARRIED UNANIMOUSLY**

**C. Approval of the Minutes**

***MOTION***

**Moved by: Allie McDonald**

**Seconded by: Jacie MacDonald**

**That the minutes of May 11<sup>th</sup>, 2023, be adopted as amended with Allie McDonald's name corrected from "MacDonald".**

**CARRIED UNANIMOUSLY**

**D. Business Arising from the Minutes**

Dianna advised that Dark Sky Festival location might be moved due to the fires around Pine Lake. Dianna noted that Pine Lake Picnic may be affected as well. Emily replied that WBNP is looking at an in-town location for Pine Lake Picnic. Emily noted that there is a festival scheduled every weekend in August.

Dianna noted that Track and Field was cancelled in Hay River but that it was held in Fort Smith, and it was an amazing event.

## **E. New Business**

- a. CRC and Library Statistics May 2023 – The stats were reviewed.
- b. Amending Arena Use agreement – Emily advised that the intention of the amending agreement is to clearly outline rules and expectations from user groups. She noted that changes were highlighted in the attached agreement. She advised that changes include cancellation and notice requirements outlines 72 hours cancellation notice and by email for documentation purposes. She indicated that if less than 72 hours is given fees are still due and for events, 50% of fees are still due, if unreasonably cancelled. She added that cancellation via email would assist with billing purposes.

Dianna suggested that the agreement not refer to bylaw numbers but the most current version of the bylaw, the Consolidated Rates and Fees Bylaw.

Allie suggested changing that beer garden liquor sales end at 11pm and rather be inline with sales requirements as per the liquor license, and in fairness for fundraisers. She noted that events are booked months in advance and there are few that open until 2am. She noted that games often run past 11pm and sometimes licenses are only obtained until 12pm. Emily noted that the intention is to support staff who are in the building for up to 1.5 hours after closing for cleaning and facility security checks. Allie noted external factors that individuals may come intoxicated in which they would not be served either. Rohma suggested hiring additional security during events. Emily replied that the Arena always needs a staff member present during public events for liability reasons. Allie replied that the license holder is responsible for shutting down the beer gardens.

Dianna suggested updating the definitions in the facility use policy to reflect updated names of user groups including the Figure Skating Club.

Allie noted that the agreement states that the Town is not responsible for controlling access to rooms but has been in the past. Emily replied that the intention is to clearly outline rules and responsibilities as individuals were requesting access without notice. Allie noted that some items had gone missing from Women's Hockey and suggested changing the wording regarding controlling access. Emily advised that Minor Hockey had a keypad installed to their storage area and that the keypad is reprogrammable at the end of the season. Moving all storage rooms to a keypad is the goal.

Emily noted that Major Events is a new section in the agreement. There was discussion about ice flooding. Emily advised that the Town requests clear communication on schedule changes or cancellations to avoid confusion.

Dianna asked if there is a designated Arena program lead. Emily advised that the Program Coordinator – Recreation and Special Events is the lead for Arena programming and that frontline staff work in the facility.

Dianna asked if user groups could be assigned a dressing room. Allie didn't think it was necessary. Emily replied that the user groups have locked storage rooms for better protection of their belongings and that the dressing rooms are public space.

## **F. Upcoming Events**

- NLMCC Teddy Bear Picnic – July 24<sup>th</sup>
- Indigenous Cultural Centre – Jeri gave many thanks to the Town and Indigenous Governments for their contributions. She noted that the Town and SRFN provided labour, and SLFN and the Metis Council provided materials. She noted that the reopening would be during the Dene National Assembly.
- Fun Fridays every week at the NLMCC
- Art in the Park – Jeri advised that it has been renamed to the Whooping Arts Festival.
- Canada day at Conibear Park – Emily advised that the Town is reaching out to the community and businesses to register floats for the parade. She advised that there would be a barbeque at Conibear Park and food vendors, the NLMCC would be running kid's games and face painting, WBNP would be doing tattoos, and that there is live music planned. Emily gave an update on the parade route. CSAB requested extending the parade route further down McDougal Road past the schools. Emily advised that they would not be paving Conibear Park until after Canada Day.
- Wellness Activities – Allie advised that Crystal Gambler has youth events advertised every day on Instagram. Emily noted a volleyball camp schedule and that they have both PWK's and the CRC gym booked. She asked if they require both gyms. Allie would have Crystal follow up.
- Fireweed Festival August 25-26<sup>th</sup>.

**G. Excusing of Members**

***MOTION***

**Moved by: Allie McDonald**

**Seconded by: Rohma Nawaz**

**That Jonah Mitchell, Mike Vassal, and Sebastien Bourke be excused from the meeting.**

**CARRIED UNANIMOUSLY**

It was noted that Payton hadn't attending any meetings and that he missed three consecutive meetings. Emily noted that he was excused from the first meeting and that if he missed the September meeting it would be three consecutive unexcused absences.

**H. Date of Next Meeting**

That the next CSAB meeting be scheduled on Thursday, September 28<sup>th</sup>, 2023 in the CRC Curling Club Room.

Jeri advised that she would not be available.

**I. Adjournment**

***MOTION***

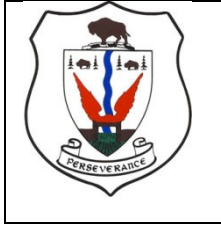
**Moved by: Gail Hartop**

**Seconded by: Rohma Nawaz**

**The meeting was adjourned at 1:00 p.m.**

**CARRIED UNANIMOUSLY**





# The Corporation of the Town of Fort Smith Policy and Procedures Manual Policy GV105 Standing Committee on Community Services

## **1. Statement of Policy**

The Town of Fort Smith may establish a standing committee to oversee matters relating to the area of community services to report back to Town Council.

## **2. Purpose of Policy**

To establish the purposes, membership, meeting schedule, notice of meeting, in-camera meetings, quorum, duties and responsibilities, and reporting of the Standing Committee on Community Services.

## **3. Definitions**

- a. *Community Services Committee* – the Standing Committee on Community Services
- b. *Council* – Mayor and Town Council of the Municipal Corporation of the Town of Fort Smith
- c. *Fort Smith* – the Municipal Corporation of the Town of Fort Smith
- d. *SAO* - Senior Administrative Officer of the Municipal Corporation of the Town of Fort Smith
- e. *SMC* – Senior Management Committee
- f. *Senior Management Committee* – the committee consisting of the Senior Administrative Officer, and the Directors of Corporate Services, Protective Services, Municipal Services and Community Services
- g. *Town* – the Municipal Corporation of the Town of Fort Smith
- h. *Town of Fort Smith* – the Municipal Corporation of the Town of Fort Smith

## **4. Purposes of the Municipal Services Committee**

- a. To prepare in, cooperation with the SAO and the SMC, recommendations for the formulation of policy guidelines to ensure the efficient operations of the Town's community services.
- b. To thoroughly investigate all matters assigned to the Community Services Committee by Council and/or concerns and needs identified by any Member of Council, the Mayor, SAO, or the SMC.
- c. To receive delegations from staff, concerned citizens, or professional individuals to hear and consider representations on community services matters.

**5. Membership of the Community Services Committee**

- a. The Community Services Committee shall consist of all Council members. The Mayor by virtue of the office is also a member.
- b. A Chairman will be selected from one of the members of the committee as noted in Paragraph 5(a) above.
- c. The SAO or delegate shall attend meetings of this committee.
- d. The Executive Secretary or delegate shall attend the meetings of this committee.
- e. The Director of Community Services or delegate shall attend the meetings of this committee.

**6. Meeting Schedule**

- a. The Community Services Committee shall meet in Council Chambers prior to the monthly Committee of the Whole meeting or as required.
- b. The Chairperson shall provide at least 24 hours' notice prior to the holding of any meeting.
- c. Notwithstanding Paragraph 6(b) above, Community Services Committee may meet without notice to consider any manner that is deemed by the Chairperson to be of urgency.

**7. Notice of Meeting**

- a. Notice of meeting, complete with non-confidential materials, shall be provided to the Committee members not later than 24 hours preceding the scheduled Committee meeting.
- b. In the case an emergency meeting of the Community Services Committee is required, a written notice of meeting may be waived and substituted with an oral summons, e-mail, or text message.

**8. In-Camera Meetings**

- a. Where in the opinion of the majority of the members of the Community Services Committee deems it necessary, it may conduct a portion of the meeting in-camera.
- b. In determining if a matter should be considered in-camera, the committee shall refer to the Council Procedures By-law.

## **9. Quorum**

- a. The presence of a majority of the Council Members appointed to the Community Services Committee shall constitute a quorum.
- b. In determining a quorum, the Mayor shall be considered as an appointed Council Member.

## **10. Duties and Responsibilities**

- a. Review matters regarding the Town's recreation services that affect the municipality that are brought forth from the SAO, SMC, and Community Services Advisory Board.
- b. Review matters regarding the Town's involvement in Mary Kaeser Library that affect the municipality that are brought forth from the SAO, SMC, and Community Services Advisory Board.
- c. Review matters regarding visitor services that affect the municipality as brought forth by the SAO, SMC, and Economic Development Advisory Board.
- d. Review matters regarding economic development that affect the municipality as brought forth by the SAO, SMC, and Economic Development Advisory Board.
- e. Review matters regarding the Town's involvement in community events that affect the municipality that are brought forth from the SAO and SMC.
- f. Ensure ongoing, positive liaisons are maintained between the Town and community organizations involved in the area of community services.
- g. Review bylaw, policy, and procedure recommendations regarding the Community Services operations brought forth from the SAO and SMC and forward recommendations to Council. This committee will provide direction for the development of additional bylaws, policies, and procedures by the SAO or Director of Community Services as required.

## **11. Reporting**

- a. The Community Services Committee shall report to Council on the proceeding of the Community Services Committee at the next Committee of the Whole following the Committee meeting.
- b. Minutes shall be taken and included as part of the report to Committee of the Whole. Any recommendations from the Community Services Committee will be contained in these minutes.
- c. Notwithstanding Paragraph 9(a), the Community Services Committee may request a Special Meeting of Council to receive any matter considered by the Committee to be of an urgent matter following the process outlined in the Council Procedures Bylaw.

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Mayor Fred Daniels

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SAO Jim Hood



## BRIEFING NOTE

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To: Community Services Standing Committee

Date: July 11<sup>th</sup>, 2023

Subject: Fireweed Festival Contribution Request

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**Purpose:**

To brief Council on a contribution request received for the Fireweed Festival happening August 25-26<sup>th</sup>, 2023.

Fireweed Festival hopes to offer an experience to visitors that is appropriate, respectful, and true to the culture of Indigenous peoples of the NT. They plan to bring in performers from across the NWT and Canada to perform in Fort Smith. Local artists last year included Marie MacDonald, Howie Benwell, Dougie Meidl, Pat Burke and others. They want to continue to focus on local talent but request assistance from the Town in bringing in musicians as well.

They hope the sponsorship will increase visitors to the community, while providing a space for local musicians, and food vendors.

**Background:**

Fireweed festival is requesting a \$5,000 contribution to assist with sound expenses and travel and accommodation for performers along with in-kind contribution including the set of and take down of the portable stage on August 25<sup>th</sup> and 27<sup>th</sup>, and the use of the bouncy castle on August 26<sup>th</sup> from 12-5pm.

They have indicated that Town's logo would be used on marketing materials.

The Town had \$2,500 budgeted for Music Festivals in the 2022 Budget. These funds were given to Fireweed Festival through the NLMCC in 2022. The \$2,500 Music Festival funding was grouped with other annual contributions in the Community Contributions budget in the 2023 Budget.

**Analysis:**

Monetary - \$5,000

Bouncy Castle from 12-5pm at \$80/hour with staff - \$400

Stage setup and takedown – approximately \$1,000 each – The stage requires 24 hour supervision. The venue is Queen Elizabeth Park. Jolene Bourque has indicated that they would provide 24-hour supervision.

The Community Contributions Budget was \$28,350. The remaining budget is \$11,350.

The following contributions have been issued this year: \$5,000 to the Frolics, \$1,000 to the Thebacha Dog Musher's Association, \$5,000 to the Fort Smith Ski Club, \$2,500 to the Slave River Paddlefest, and \$500 to SLFN for the Dene National Assembly, and \$3,000 to SRFN for National Indigenous Peoples Day food expenses.



There are two other pending requests coming to Council; a \$2,000 request for Whooping Crane Festival, and the Slide Zone Shredders request for \$5,000.

**Recommendation:**

For your consideration.

May 25, 2023



Matthieu Doucet  
Town of Fort Smith  
PO Box 147  
Fort Smith, NT  
XOE OPO

## **FIREWEED FESTIVAL AUGUST 25-26, 2023**

Morning Matthieu:

Thank you for taking the time to read our letter! We are looking forward to working with the Town of Fort Smith at the upcoming Fireweed Festival NT, scheduled for August 25-26, 2023.

Our festivities will take place over two days on the traditional territory of the Indigenous Peoples of the Salt River First Nation, Smith's Landing First Nation and the Northwest Territory Metis Nation.

Fireweed Festival NT wants to offer an experience to visitors in a manner that is appropriate, respectful, and true to the culture of indigenous people of the Northwest Territories. Fireweed Festival NT wants to support live music and our community. 2023 will be the second year of this annual festival, and we believe that the support of the Town of Fort Smith will be beneficial in our growth. Active involvement of indigenous people in the development and delivery of this event will ensure authenticity and help to promote Fort Smith as a tourist destination for music, arts and culture.

This year, Fireweed Festival NT will have events running on Friday night and Saturday. We want to bring in artists from across the territories and potentially the country to perform in Fort Smith! We have enthusiastic venues, excited volunteers, and a great board of skilled organizers behind us! Artists last year included: Marie MacDonald, Howie Benwell, Dougie Meidl, Pat Burke and many others. While the focus was on local musicians, the support of the Town of Fort Smith will help us to bring musicians from other communities to perform in Fort Smith! The support of the Town of Fort Smith will allow us to help offset the travel and accommodation costs for artists!

The Fireweed Festival featured many community partners and vendors. The vendors benefited from the large amount of foot traffic! As the festival grows, there is potential for Fireweed Festival NT to create employment, income, and economic opportunities in Fort Smith. Fireweed Festival NT enhances the quality of life in our community by encouraging the appreciation of our indigenous culture especially by our indigenous youth.

Fireweed Festival NT is requesting a donation from the Town of Fort Smith as follows:

**\$5000.00 Donation towards the events costs.**

**August 25, 2023**

- 1. Portable Stage**
  - a. Setup Crew**

**August 26, 2023**

- 1. Bouncy Castle**
  - a. Town Staff to monitor the castle from 12-5 PM**
- 2. Pool Passes**
  - a. For approximately 100 kids**

**August 27, 2023**

- 1. Portable Stage**
  - a. Takedown Crew**

Can you please confirm with Fireweed Festival NT, that the Town of Fort Smith will be able to provide the above items, no later than June 30<sup>th</sup>, 2023.

We can be reached at [fortsmithfireweedfestival@gmail.com](mailto:fortsmithfireweedfestival@gmail.com) or Jolene at 867-621-0892.

Kind regards,



Jolene Bourque  
Fireweed Festival NT

# Town of Fort Smith Sponsorship Application Form

Donation and event request applications are required for financial and in-kind resources. Applications must be received at Town Hall at least 6 weeks in advance to allow for the Town's approval process.

Community Organization's Name

Name of club, non-profit, society, etc.

Fireweed Festival

Contact Person's Name

Jolene Bourque

Contact Person's Phone Number (cell phone number)

867-621-0892

Contact person's email address

fortsmithfireweedfestival@gmail.com

Community Organization's Address

PO Box 1205

### Board of Director's Names and Positions

Melissa Johns - Director, Andrew Shedden - Director, Allison McArthur - Director, Colter Freund - Director

### What type of event are you organizing?

☐ Athletic

☒ Festival

☐ Promotional

☐ Race / Run / Walk

☐ Educational

☐ Cultural

☐ Youth Event

☐ Other: .....

### Event Description

Explain your schedule, timeline and what the funding / in-kind sponsorship will be used for.

August 25-26, 2023, \$5000, Stage

### How will this event and sponsorship donation benefit the community?

Travel and Tourism - increase visitors to our community. Provide a space to showcase local performers, artists and food vendors.



How will this funding help ensure inclusivity and accessibility for all community members?

- ☐ Provide transportation
- ☒ Increase affordability by reducing / removing registration fees
- ☐ Create an open house event
- ☒ Provide free access to facility
- ☐ Provide free access to equipment
- ☐ Provide volunteer / staff training on inclusivity and accessibility
- ☐ Other: .....

Who is your target market?

- ☒ Local community members
- ☒ Northwest Territories
- ☒ Canada
- ☐ International
- ☐ Other: .....

How will the contribution be recognized?

The logo will be used on all marketing materials.

### Sponsorship Request Details

Are you requesting a cash donation, in-kind donation or both?

Are you requesting a cash donation, in-kind donation or both?

- ☐ Cash
- ☐ In-kind
- ☒ Both

Requested Cash Donation Amount

\$5000.00

In-kind donation request

(A Town of Fort Smith staff member will follow up with you regarding details)

- ☐ Tables
- ☐ Chairs
- ☒ Bouncy Castle
- ☐ BBQ - small portable
- ☐ Garbage Cans
- ☐ Dumpster bin
- ☐ Community & Recreation Centre Gym
- ☒ William Schaefer Memorial Pool
- ☐ Fort Smith Centennial Arena
- ☐ Conibear Park
- ☐ Riverside Park

**Total Budget**

Planned expenses and anticipated revenues. No contributions can be used for cash prizes.

Budget can be attached separately.

Donation will be used to pay for sound, accommodations and travel (performers)

**Other sources of Funding**

GNWT - ITI

**Any other supporting information**

(Can be attached separately)

Donations made by the Town of Fort Smith are not to be regarded as a commitment by the Municipality to continue such donations in the future.

**Organization Representative's Name**

Jolene Bourque

**Signature and date (yyyy/mm/dd)**

(please print document to sign)

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**Google Forms**

## Financial Breakdown for Fireweed Festival 2022

Cost	
Fireweed Festival Banner	\$315.00
ArTech Order 1 (Merch)	\$1540.00
ArTech Order 2 (Merch)	\$3410.00
Musicians	\$2500.00
Face Painter	\$500.00
Bannock on a Stick	\$150.00
Goosenecks for Stage Rental	\$500.00
Coordinator Fee	\$1000.00
Marketing	\$1000.00
T-Shirts from Signed	\$1102.50
Signed Order 2	\$375.64
Bell rock Recording - Sound	\$1800.00
Logo & Poster	\$750.00
Sponsor Poster	\$250.00
Prizes	\$400.00
RMP – E-Bike to Raffle	\$3600.00
Lottery License	\$300.00
Total Cost	\$19,493.14



Income	
Town of Fort Smith - Funding	\$2500.00
GNWT/ ITI - Funding	\$2500.00
Fort Smith Metis Council	\$200.00
RPM - E-Bike	\$1400.00
Raffle Table	\$3000.00
Fireweed Festival Merch	\$4000.00
Total	\$13,600.00

Cash & In-Kind Donations	Cash	In-Kind
Fort Smith Construction		\$2000.00
Hayze Electric		\$1200.00
Cascade Marketing/Posters		\$300.00
Donations from Various Businesses	\$4000.00	
NWAL Plane Tickets	\$2000.00	
NWT Parks / ITI		\$2500.00
Town of Fort Smith – Donations for staff members, pool passes, recreation passes, birthday party rentals & bouncy castle		\$2500.00
Bell Rock Recording		\$900.00
Timber Fallen Inc. <ul style="list-style-type: none"> <li>Coordinator Fee</li> <li>Rental of Goosenecks and labor to build stairs</li> </ul>		\$3000.00
Musicians		\$2500.00
Total	\$6000.00	\$14,900.00

After Fireweed Festival 2022 ended and all the invoices, bills & prizes were paid and given out, the new Fireweed Festival Board Members were able to open up a bank account at the Bank of Montreal in Fort Smith, Northwest Territories and put \$600.00 into the account for the Fireweed Festival 2023.





## BRIEFING NOTE

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To: Community Services Standing Committee

Date: July 11<sup>th</sup>, 2023

Subject: Whooping Crane Festival Contribution Request

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### **Purpose:**

To brief Council on a donation request received from the Aurora College for a \$2,000 contribution to cover expenses for a lunch for the first Whooping Crane Festival happening August 9-12<sup>th</sup>, 2023.

The Whooping Crane Festival will host discussions about environmental stewardship and conservation economy and will provide potential for eco-tourism in Fort Smith. Additionally, there are citizen science opportunities to learn about the environment and cultural activities.

### **Background:**

The Aurora College is requesting a contribution of \$2,000 to cover expenses for a lunch during one of the days. Of the Whooping Crane Festival. Travel and meal expenses are estimated at \$7,000 and they have received \$5,000 funding. They would like to hold two dinners and one lunch.

The Fort Smith Metis Council has received a \$28,000 from the Habitat Stewardship Fund to support a coordinator and honouraria for Elders and Knowledge-keepers of the event.

They have indicated that Town's logo would be on posters and promotions as a contributor and would be displayed on banners at the event.

They have invited the Mayor to present opening remarks at the festival.

The Whooping Crane Festival itinerary and financials are attached.

### **Analysis:**

The Community Contributions Budget was \$28,350. The remaining budget is \$11,350.

The following contributions have been issued this year: \$5,000 to the Frolics, \$1,000 to the Thebacha Dog Musher's Association, \$5,000 to the Fort Smith Ski Club, \$2,500 to the Slave River Paddlefest, and \$500 to SLFN for the Dene National Assembly, and \$3,000 to SRFN for National Indigenous Peoples Day food expenses.

There are two other pending requests coming to Council; a \$5,000 request for Fireweed Festival, and the Slide Zone Shredders request for \$5,000.

### **Recommendation:**

For your consideration.



# Town of Fort Smith Sponsorship Application Form

Donation and event request applications are required for financial and in-kind resources. Applications must be received at Town Hall at least 6 weeks in advance to allow for the Town's approval process.

Community Organization's Name

Name of club, non-profit, society, etc.

Aurora College

Contact Person's Name

Sarah Rosolen

Contact Person's Phone Number (cell phone number)

872-0284

Contact person's email address

srosolen@auroracollege.nt.ca

Community Organization's Address

50 Conibear Cres

### Board of Director's Names and Positions

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### What type of event are you organizing?

- ☐ Athletic
- ☒ Festival
- ☐ Promotional
- ☐ Race / Run / Walk
- ☐ Educational
- ☐ Cultural
- ☐ Youth Event
- ☐ Other: 

---

### Event Description

Explain your schedule, timeline and what the funding / in-kind sponsorship will be used for.

The First Northern Whooping Crane festival will take place over 3 days, from August 9-12. Schedule is here: <https://docs.google.com/document/d/1IsVkVdGmfZ5gl48bgEjgBxIWrxddXUwMIj71vPU8VkU/edit?usp=sharing> Funding would be used to pay for lunch.

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### How will this event and sponsorship donation benefit the community?

Host discussions about environmental stewardship and conservation economy, the potential for eco-tourism in Fort Smith, Citizen Science opportunities to learn about the environment, cultural activities

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How will this funding help ensure inclusivity and accessibility for all community members?

- ☐ Provide transportation
- ☒ Increase affordability by reducing / removing registration fees
- ☒ Create an open house event
- ☐ Provide free access to facility
- ☐ Provide free access to equipment
- ☐ Provide volunteer / staff training on inclusivity and accessibility
- ☐ Other: .....

Who is your target market?

- ☒ Local community members
- ☒ Northwest Territories
- ☒ Canada
- ☒ International
- ☐ Other: .....

How will the contribution be recognized?

Logo on posters/promotions, Town will be able to display its banners at the event, Mayor is invited to open the Festival

.....

Sponsorship Request Details

Are you requesting a cash donation, in-kind donation or both?

Are you requesting a cash donation, in-kind donation or both?

- ☒ Cash
- ☐ In-kind
- ☐ Both

Requested Cash Donation Amount

2000

**In-kind donation request**

(A Town of Fort Smith staff member will follow up with you regarding details)

- ☐ Tables
- ☐ Chairs
- ☐ Bouncy Castle
- ☐ BBQ - small portable
- ☐ Garbage Cans
- ☐ Dumpster bin
- ☐ Community & Recreation Centre Gym
- ☐ William Schaefer Memorial Pool
- ☐ Fort Smith Centennial Arena
- ☐ Conibear Park
- ☐ Riverside Park

**Total Budget**

Planned expenses and anticipated revenues. No contributions can be used for cash prizes.

Budget can be attached separately.

Much of the Festival is being paid for in-kind. Fort Smith Metis Council received \$28,000 - this is mostly for staffing, but includes \$4000 for honoraria for Elders and knowledge keepers. We received \$5000 to support travel and some food (we would like to provide 2 lunches and 1 dinner), which are estimated to be \$7000.

**Other sources of Funding**

Habitat Stewardship Fund (Fort Smith Metis Council) and ECC - Species at Risk (\$5000)

Any other supporting information  
(Can be attached separately)

Backgrounder to be attached

Donations made by the Town of Fort Smith are not to be regarded as a commitment by the Municipality to continue such donations in the future.

Organization Representative's Name

Sarah Rosolen

Signature and date (yyyy/mm/dd)  
(please print document to sign)

Sarah Rosolen




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Expense	Total expense	Contribution	Notes
Coordinator funding	25000	25000	Fort Smith Metis Council/Habitat Stewardship
Elder honoraria	4000	4000	Fort Smith Metis Council/Habitat Stewardship
Hospitality (2 lunches, coffee service, dinner)	9000	5000	Centre for Indigenous Environmental Resources, Fort Smith Metis Council, Species at Risk
Gifts	2000	2000	Species at Risk
Materials	1000	1000	ECC
Speaker travel	10000	10000	International Crane Foundation, ECC
Venues	2000	2000	Aurora College
	<b>53000</b>	<b>49000</b>	



Re: Whooping Crane Festival contribution request

 Rosolen, Sarah <SRosolen@auroracollege.nt.ca>  
To  Executive Secretary  
Cc  Turko, Hilary

↩ Reply


↩ Reply All

➡ Forward



⋮

Fri 2023-06-30 7:06 AM

 You replied to this message on 2023-07-06 1:32 PM.

 WC\_budget.xlsx 11 KB 

Hi Katie

Thank you for the opportunity to submit this budget. We are relying on a lot of contributions, cash and in-kind from different organizations. This is a snap shot that includes most of the expenses. Fort Smith Metis Council has received a grant from the Habitat Stewardship Fund to support a coordinator, as well some honoraria - total \$28,000. ECC through the Species at Risk group is also contributing \$5000. Centre for Indigenous Environmental Resources is supporting one lunch. Most of the rest are in-kind contributions. The food was something we didn't really plan on including, but we are realizing it makes the most sense. We have also requested support from ITI for one lunch. We were unable to seek funding from them as they have contributed to all of the organizations already. If you have questions about these items, I'm happy to go into more detail.

Thanks again, Sarah

## Whooping Crane Festival Tentative Schedule

<b>Wednesday August 9</b>		
	<b>Activity Description</b>	<b>Notes/TO DO</b>
Evening	<p><b>Festival Opening</b>, in collaboration with the NLMCC Art Festival</p> <p><b>Drummers</b></p> <p><b>Opening prayer - TBC</b></p> <p><b>Welcome</b></p> <ul style="list-style-type: none"> <li>NLMCC - Michael, Parks - Rhona, College - Sarah, FSMC - Jon, Town - Mayor, <b>other leaders?</b></li> </ul> <p><b>Opening remark?</b></p> <ul style="list-style-type: none"> <li>Local Elders/knowledge holders: Ronnie Shaefer, <b>Francois Paulette, Louise Beaulieu, Earl Evans and /or</b> George Archibald (International Crane Foundation)</li> </ul> <p><b>Art show launch</b></p> <p><b>Social/hospitality</b></p>	<p>Location: NLMCC</p> <ul style="list-style-type: none"> <li>NLMCC paying honoraria for drummers and food</li> <li>FSMC paying honoraria for Elders:</li> <li><b>TBC: Francois, Earl (Lori), Louise (Jon)</b></li> <li><b>Invite other leaders: Michael</b></li> </ul> <p>Contact NLMCC (Shandi) or Aurora College (Sarah)</p>
<b>Thursday August 10</b>		
Early Morning	<p><b>Excursion: Pelican walk</b></p> <ul style="list-style-type: none"> <li>Facilitator: John McKinnon, Pelican Advisory Council with Town of Fort Smith</li> </ul>	<p>Location: Rapids of the Drowned via Pickerel St.</p> <p><b>Limits on Numbers?</b></p> <p><b>Registration?</b></p>
Morning	<p><b>Species at Risk presentations</b></p> <p><b>Welcome</b></p> <p>Sarah Rosolen (Aurora College), Jon McDonald (FSMC)</p> <p><b>Keynote</b></p> <ul style="list-style-type: none"> <li>Claire Singer - ECC</li> </ul> <p><b>Presenters</b></p> <ul style="list-style-type: none"> <li>Amanda Bichel - Bird Studies Canada</li> <li>Caribou - Ashley McLaren - ECC, Cathay Unger - ECC (TBC - Ashley), and KFN/WBNP (TBC - Lori)</li> <li>Bats - Joanna Wilson (GNWT - ECC), Jenna Rabley (WBNP)</li> <li>Invasive Species - Claire Singer (GNWT - ECC)</li> <li>iNaturalist - Johanna Stewart/Peter Lin</li> <li>Indigenous Knowledge on the assessment schedule - Claire Singer - ECC</li> </ul>	<p>Location: Aurora College</p> <p>Contact Aurora College (Sarah)</p> <p><b>FSMC to organize panelists for Stewardship discussion and catering (still seeking funding for lunch)</b></p> <p>Contact: FSMC, Jon McDonald</p>

	<b>Discussion Panel</b> <ul style="list-style-type: none"> <li>Indigenous and Western Science perspectives on the role of stewardship as a conservation tool &amp; opportunities to get involved</li> <li>Facilitator, Jon McDonald</li> <li>Participants - TBC (include Citizen Science programs)</li> </ul>	
Afternoon	<b>Leaders excursion</b>	Micheal/Jay/Tim/Lori to organize
	<b>Pelican talk</b> John McKinnon, Town of Fort Smith	Need spotting scopes
	<b>Art Festival workshop</b>	NLMCC
Evening	<b>Pelican community engagement</b> <ul style="list-style-type: none"> <li>A public engagement session re: potential listing the American White Pelican as a Species of Special Concern</li> <li>Status update presentation (John McKinnon)</li> <li>Location, TBD</li> </ul>	ECC, Pelican Advisory Committee Contact ECC (Joslyn Oosenbrug and Joanna Wilson)
	<b>Art Festival workshop</b>	NLMCC
<b>Friday August 11</b>		
Morning	<b>Whooping Crane presentations</b>  <b>Welcome</b> <ul style="list-style-type: none"> <li>Sarah Rosolen (Aurora College), Jon McDonald (FSMC), Rhona Kindopp or Lori Parker (WBNP)</li> </ul> <b>Opening Remarks</b> <ul style="list-style-type: none"> <li>Ronnie Shaefer, Francois Paulette - TBC, Earl Evans -TBC, Rhona Kindopp (WBNP)</li> </ul> <b>Keynote</b> <ul style="list-style-type: none"> <li>Dr. George Archibald, International Crane Foundation</li> </ul> <b>Presentations</b> <ul style="list-style-type: none"> <li>Lori Parker (WBNP) - research update</li> <li>U Waterloo + FSMC - research update</li> <li>Jenna Rabley - Salt Plains monitoring project</li> </ul> <b>Ecotourism discussion</b> (lunch time discussion) <ul style="list-style-type: none"> <li>How birders and the fame of the Whooping Crane can support ecotourism in the region</li> <li>Facilitator? TBC</li> <li>Presenters: Richard Gonzales (virtual presentation), CLI? - TBC</li> </ul>	Location: Aurora College Contact Aurora College (Sarah) Still seeking funding for lunch (possibly ITI) Ecotourism panel - Leaders?

Afternoon	<b>Excursion: Salt Plains, WBNP</b> <ul style="list-style-type: none"> <li>A trip to Salt Plains, with Whooping Crane stories</li> </ul>	<b>Registration?</b> Contact WBNP (Luke James)
	<b>Art workshops</b>	NLMCC
Evening	<b>Film showing (before BOAST?)</b> <ul style="list-style-type: none"> <li><a href="#">A Great White Bird by Michael McKennirey - NFB</a></li> <li>Aransas refuge film</li> <li>Location, Wood Buffalo National Park visitor centre</li> </ul>	TBC
	<b>Bannock on a Stick (BOAST)</b> <ul style="list-style-type: none"> <li>With Whooping Crane stories</li> <li>Location: Queen Elizabeth Campground</li> </ul>	Contact WBNP (Luke James)
<b>Saturday August 12</b>		
Morning	<b>Excursion: Bioblitz/iNaturalist/Plants and pollinators walk</b> <ul style="list-style-type: none"> <li>Visit local gardens to learn about and observe pollinators (and plants) in our Town</li> </ul> <b>Presenters:</b> <ul style="list-style-type: none"> <li>Peter Lin (Aurora College)</li> <li>Claire Singer (ECC)</li> <li>Amanda Bichel (BSC)</li> <li>Giannina Karki (ECC)</li> <li>Sophie Clark (ECC)</li> <li>Johanna Stewart (ECC)</li> <li>Pollinator Partnership Canada - TBC</li> </ul>	Location: in town - TBC  Contact ECC - Claire Singer  Claire to confirm Pollinator Partnership Canada
11-3	<b>Art Sale and Festival, NLMCC</b>  <b>Highlights include:</b> <ul style="list-style-type: none"> <li>Make your own Whooping Crane Tshirt (NLMCC)</li> <li>Bat Box building (Ashley McLaren - ECC)</li> <li>Canus tours (NLMCC - Mike Keizer)</li> <li>WBNP Whooping Crane mascot (WBNP) - TBC</li> <li>Children's programming - George Archibald (ICF), WBNP? Aurora College?</li> </ul>	Location: NLMCC Contact NLMCC (Emilie Robertson)
Late afternoon/evening	<b>On-the-land Programming</b> All invited, dinner provided - TBC <ul style="list-style-type: none"> <li>Medicine walk - Louise Beaulieu (FSMC)</li> <li>Berry talk - Claire Singer (ECC) I</li> <li>Bioblitz continues</li> <li>Music - various musicians, Sophie Clark -plays fiddle!</li> <li>Storytelling</li> <li>Bat watching</li> </ul>	Location: Thebacha Campground (FSMC) Contact FSMC (Jon McDonald) Still seeking funding for dinner

## **Additional Notes**

### **Whooping Art Festival - NLMCC**

- Northern Life Museum and Cultural Centre (NLMCC) is holding their art festival (Whoopin' Art Festival) during the same period. They are featuring an art show (territorial call-out for bird/flight/habitat related art), workshops, and an art sale. U Waterloo is sponsoring prizes for the Art Show. Details on the Art Festival components will be provided separately.
- Contact: NLMCC - Shandi/Emilie

### **Community art project (Pre-Festival) - TBC**

- NLMCC, MakerSpace and U Waterloo are collaborating to develop a community Whooping Crane - themed art project that will be completed in time to showcase at the Festival
- Contact NLMCC (Emilie) or MakerSpace (Whitney)