



**Town of Fort Smith
Town Council Meeting
Agenda**

Tuesday, December 19th, 2023, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. RCMP Police Report November 2023	 Fort Smith Policing Report 2023-11.pdf
D. Approval of Council Minutes a. Regular Council Meeting Minutes 10-23 November 21 st , 2023 b. Special Council Meeting Minutes SP-10-23 November 24 th , 2023	  Regular Council Special Meeting Minutes November 21 Minutes SP-10-23 November 24
E. Business Arising from the Minutes	
F. Declaration of Financial Interest a. Statement of Disclosure of Interest	 Statement of Disclosure of Interest
G. Council Business	
a. Introduction and Consideration of Standing Committee Reports i. Protective Services December 5 th , 2023 ii. Corporate Services December 5 th , 2023 iii. Community Services December 12 th , 2023 iv. Municipal Services December 12 th , 2023	  Protective Services Corporate Services Minutes December 5 Minutes December 5   Community Services Municipal Services Minutes December 12 Minutes December 12
b. Enactment of Bylaws and Policies i. Bylaw 1054 Appointment of Fire Chief Jami Short – First and Second Reading	 Bylaw 1054 Appointment of Fire Chief
c. Appointments	
d. Mayor and Council/Board Representative	
e. Administration i. Briefing Note – Appointment of Auditors ii. Briefing Note – 2024 NWTAC AGM iii. Briefing Note - Bylaw XXX SAO Employment Bylaw	   BN - Appointment BN - NWTAC BN - SAO of Auditors.pdf AGM.pdf Employment Bylaw.pdf
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	

FORT SMITH
POLICING REPORT
November 2023



Fort Smith RCMP Detachment
G Division
Northwest Territories



The Fort Smith RCMP Detachment responded to a total of 137 calls for service to the Town of Fort Smith during the month of November 2023.

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

The current fiscal year priorities Initiatives are identified as:

- 1) Road Safety
- 2) Reconciliation/Community Engagement
- 3) Harm Reduction

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 November. 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. 35 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 1 field sobriety tests were administered. As a result of these proactive stops, members were able to arrest 2 additional drivers with impaired driving for a total of 3 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 Reconciliation/Community Engagement 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. Constables Rhett Kleaman and Alex Ostola have been involved in with the Fort Smith Minor Hockey association by coaching young players.
- b. Cst Jesse Woodward volunteered at the animal shelter.
- c. Csts Rhett Kleaman & Adam Szczuczko served pancakes at the JBT elementary school.

3) This month the detachment addressed the issue of Harm Reduction 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 November 1st, the Fort Smith detachment executed a search warrant under the Controlled Drugs and Substances Act. Approximately 5 ounces of cocaine, 50 boxes of unstamped tobacco were seized. The matter is still under investigation.
- b. In November, a male was charged with possession of cocaine for the purpose of trafficking along with proceeds of crime under \$5000. The charges originate from an investigation that started several months ago. The suspect has been remanded into custody.
- c. Members have done several compliance checks on repeat/high risk offenders. No charges have been laid and compliance with court-imposed conditions has been reinforced.

Notable Occurrences for the Month:

- a. The Fort Smith RCMP Detachment is committed to reducing substance abuse in the community. Recent drug seizures show the hard work that members have been putting in to tackle this issue.



OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	16	175	31	205
Sexual Offences	3	13	1	17
Break and Enters (Residence & Business)	1	18	0	32
Theft of Motor Vehicle	0	11	2	9
Theft Under \$ 5000.00	3	54	4	68
Theft Over \$ 5000.00	0	3	0	3
Drugs (Possession)	0	3	1	4
Drugs (Trafficking)	2	14	2	10
Liquor Act	2	40	8	125
Unlawful Sale (Bootlegging)	0	0	0	0
Causing a disturbance / Mischief (total)	32	465	37	605
Causing a Disturbance	4	114	8	159
Mischief - damage to property	6	55	4	75
Mischief - obstruct enjoyment	22	296	25	371
Impaired Driving	5	72	5	58
Other Complaints	42	512	44	527
Total Violations	106	1380	135	1663
Total Calls for service	137	1600	162	2202

JUSTICE REPORTS	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Victim Services Referral - Accepted	1	14	2	16
Victim Services Referral - Declined	16	125	10	83
Victim Services - Proactive Referral	1	5	3	7
Victim Services - Not Available	0	0	0	0
Restorative Justice Referrals	0	2	1	1
Emergency Protection Orders (Detachment Initiated)	0	7	1	5
ODARA Reports	3	53	8	51
Prisoners Held	17	201	20	187
Prisoners Escorted	0	2	0	3
Prisoners Held non-PROS Agency	0	1	0	0
Prisoners Escorted Non-PROS Agency	0	0	0	0
Liquor Destroyed Immediately	1	12	0	5

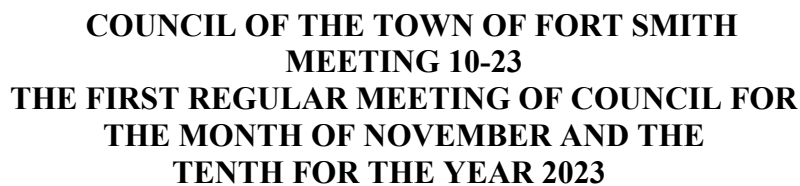
Should you have any questions or concerns regarding this report, please feel free to contact me to discuss.

Sgt Cagri Yilmaz

Detachment Commander

Fort Smith RCMP

Telephone: 867-872-1111



Meeting 10-23 7:00 PM
November 21st, 2023 Town Hall Council Chambers

Regarding reconciliation and community engagements, Sgt. Yilmaz advised that two new RCMP members are involved with coaching minor hockey. He was pleased with the members' involvement with youth.



With regards to harm reduction, Sgt. Yilmaz advised that the RCMP continue to perform checks on chronic offenders, mainly consisting of curfew checks, and noted when breached, they are brought before the Justice of the Peace for a hearing.

Sgt. Yilmaz advised that there were three investigations and search warrants issued in October resulting in the seizure of drugs and packaging materials, money, guns, and cellphones. He noted that some individuals have been charged and arrested.

Cr. Campbell thanked Sgt. Yilmaz for the update and thought the RCMP are doing a wonderful job.

Mayor Daniels advised that a letter was written to the Minister of Justice requesting changes to the Missing Persons Act but he was advised that changes couldn't be made until after elections. He advised that he would continue to move this issue forward.

E. **APPROVAL OF MINUTES**

Regular Meeting of Council 09-23

23-280 Moved by: Cr. Korol
Seconded by: Cr. Couvrette

That the minutes of Regular Meeting 09-23 of October 24th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

F. **BUSINESS ARISING FROM THE MINUTES**

Cr. Couvrette advised that the Town is required to pass an approved budget by December 31st, but that Yellowknife was able to delay budget approval until February 2024. He requested investigating delaying the Town's budget approval until January in consideration of the inability to prepare due to the evacuation and as Fort Smith was evacuated for a longer period.

Cr. Couvrette discussed the need for a public inquiry in response to the Kakisa, Hay River, and Enterprise wildfires. He advised that there is a petition calling for the inquiry and only two Councillors have signed. He noted that the evacuations had significant impact to residents.

Cr. Couvrette made a motion that the Town of Fort Smith put forward a letter of support for a call of response from fires and responses from all levels of governments from the 2023 fire season. Cr. Pischinger seconded. Administration replied that as per the Council Procedures Bylaw, motions cannot be brought to Regular Council meetings without being brought for discussion to Standing Committee meetings prior. Cr. Couvrette was agreeable to having discussion at the upcoming Corporate Services Standing Committee.

G. **DECLARATION OF FINANCIAL INTEREST**

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



H. **COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports

Protective Services Standing Committee

23-281 Moved by: Cr. Couvrette
Seconded by: Cr. Pischinger

That the Protective Services Standing Committee minutes from November 7th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

DPA-044-23 GNWT Infrastructure

23-282 Moved by: Cr. Campbell
Seconded by: Cr. Korol

That DPA-044-23, submitted by the GNWT Department of Infrastructure, to erect a wall tent structure on institutionally zoned land, Lot 936, Plan 1152, 41 Breynat Street in Fort Smith, be approved.

IN FAVOUR – CR. CAMPBELL, CR. KOROL, CR. TUCKEY, CR. COUVRETTE

ABSTAINED – CR. PISCHINGER

MOTION CARRIED

DPA-046-23 Mr. Fungi Foraging Ltd. – Administration advised that DPA-046 was initially tabled for more information. She advised that business activities would consist of harvesting and online sales.

23-283 Moved by: Cr. Campbell
Seconded by: Cr. Korol

That DPA-046-23, submitted by David Grant Barrett, to operate a home occupation business, Mr. Fungi Foraging Ltd., from Lot 1336, Plan 1788, 30 Caribou Crescent in Fort Smith, be approved.

CARRIED UNANIMOUSLY



Decked Log Reclamation – Administration advised that the tenders have been awarded and work has commenced for completion by the six-month deadline to have expenses covered by MACA. She advised that multiple bids were received and awarded to a variety of local contractors for the work to be done quickly and that contractors are working on different areas at the same time.

23-284 Moved by: Cr. Couvrette
Seconded by: Cr. Campbell

That the Director of Protective Services be assigned to create a scope of work, using accepted approaches in line with industry standards and the Community Wildfire Protection Plan, that will:

1. Reclaim dozer guard windrows and de-forested areas to a mowable and maintainable state in accordance with the Community Wildfire Protection Plan.
2. Immediately process marketable timber into limbless, topless, log decks for commercial and private use. Move all marketable timber to the Town snow dump lot for safe and easy access. Establish an appropriate time limit to access the wood.
3. Carry out the removal, mulching, or burning of all limbs, tops, and unsalvageable trees/waste.
4. Carry out the screening and sorting of piles of debris at the landfill.
5. Divide the overall project into small tenders, allowing for opportunities for multiple contractors to secure work.
6. Ensure the terms of the tender require the work to be completed within 4 months.
7. Award the work based on a short tender window provided directly to local contractors.
8. Create a waiver and registration system for harvesters (commercial or private) with a reasonable time limit to harvest marketable timber and remove it from town owned lands.

CARRIED UNANIMOUSLY

Corporate Services Standing Committee

23-285 Moved by: Cr. Korol
Seconded by: Cr. Pischinger

That the Corporate Services Standing Committee minutes from November 7th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

2023 Third Quarter Variance

23-286 Moved By: Cr. Korol
Seconded By: Cr. Campbell

That the 2023 Third Quarter Variance Report be accepted as presented.

CARRIED UNANIMOUSLY



Slide Zone Shredderz Contribution Request

23-287 Moved By: Cr. Tuckey
Seconded By: Cr. Campbell

That the Town of Fort Smith give the Slide Zone Shredderz a \$2,500 contribution.

CARRIED UNANIMOUSLY

Human Resources Committee Appointment

23-288 Moved By: Cr. Korol
Seconded By: Cr. Tuckey

That Cr. Fergusson replace Cr. Pischinger on the Human Resources Committee for the duration of the Senior Administrative Officer hiring.

IN FAVOUR – CR. CAMPBELL, CR. KOROL, CR. TUCKEY, CR. COUVRETTE

ABSTAINED – CR. PISCHINGER

MOTION CARRIED

Community Services Standing Committee

23-289 Moved by: Cr. Campbell
Seconded by: Cr. Pischinger

That the Community Services Standing Committee minutes from November 15th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

Santa Clause Parade Road Closure

23-290 Moved by: Cr. Korol
Seconded by: Cr. Couvrette

That Council approve the following road closure for the Santa Clause Parade;

That King Street from the CRC Parking Lot to McDougal Road, and McDougal Road to Portage Avenue, be closed to traffic at 4:00pm on December 9th, 2023, for the duration of the Santa Clause Parade.

CARRIED UNANIMOUSLY

First Night/NYE Fireworks Road Closure

23-291 Moved by: Cr. Tuckey
Seconded by: Cr. Pischinger

That Marine Drive, between Mills Street and Walrus Street, be closed to vehicle traffic from 6:00 pm to 8:00 pm on Sunday, December 31st, 2023, for the annual New Year's Eve Fireworks Display.

CARRIED UNANIMOUSLY

Letter to Community Leaders

23-292 Moved by: Cr. Campbell
Seconded by: Cr. Pischinger

That Administration write a letter to Community Leaders to ask if they would provide assistance and activities for the New Year's Eve Celebration.

CARRIED UNANIMOUSLY



2023 Christmas Lights Contest

23-293 Moved by: Cr. Couvrette
Seconded by: Cr. Pischinger

That Council approve the Christmas Lights contest with the prizes of 1st \$250.00, 2nd \$150.00m 3rd \$100.00, to be paid from the Council Miscellaneous Budget (GL 1-2-0510-018); and

That Councilors Beaulieu and Cr. Korol be appointed as judges.

CARRIED UNANIMOUSLY

Christmas Eve Half-Day

23-294 Moved by: Cr. Tuckey
Seconded by: Cr. Couvrette

That all Town facilities close at noon on December 22, 2023; and

That Town staff, dependent on operational needs, be given a half-day off on December 22, 2023. Should operational requirements necessitate employment on this noted date, the employee will be given equivalent time off in lieu at a mutually agreed time.

CARRIED UNANIMOUSLY

Municipal Services Standing Committee

23-295 Moved By: Cr. Couvrette
Seconded By: Cr. Pischinger

That the Municipal Services Standing Committee minutes from November 15th, 2023. be adopted as presented.

CARRIED UNANIMOUSLY

Multihog Snowblower Purchase

23-296 Moved By: Cr. Korol
Seconded By: Campbell

That the Town of Fort Smith purchase a snowblower package for the Multihog for \$26,953.01 using the CPI budget.

CARRIED UNANIMOUSLY

Christmas Lights on Power Poles

23-297 Moved By: Cr. Campbell
Seconded By: Cr. Couvrette

That the Town of Fort Smith pay up to \$20,000 to have the Christmas Lights put up on power poles.

CARRIED UNANIMOUSLY

SAO/Project Management Contract

23-298 Moved By: Cr. Korol
Seconded By: Cr. Campbell

That Mayor and Council contract services for Project Management and SAO duties to Keith Morrison from November 20, 2023, to February 20, 2024, with an option to extend.

CARRIED UNANIMOUSLY



Human Resources Contract

23-299 Moved By: Cr. Campbell
Seconded By: Cr. Tuckey

That Mayor and Council enter into a contract for human resources consulting with Arctic Supply Centre Training from December 9, 2023, to March 22, 2024.

CARRIED UNANIMOUSLY

MACA Reimbursable Director Compensation during Evacuation – Cr. Campbell moved to table motion 23-300 until a later date for Administration to handle. Cr. Korol seconded the motion. The motion was carried unanimously.

23-300 Moved By: Cr. Campbell
Seconded By: Cr. Couvrette

That the Directors be paid their straight time wage for the time worked during the evacuation, to be reimbursed by MACA, at no cost to the Town.

MOTION TABLED

b. Enactment of Bylaws and Policies

Bylaw 1052 Appointment of Bylaw Officer Dane Wright – First Reading

23-301 Moved By: Cr. Korol
Seconded By: Cr. Couvrette

That Bylaw 1052, Appointment of Bylaw Officer Dane Wright, 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 necessary to appoint Bylaw Enforcement Officers to enforce the bylaws of the Municipality;

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

1. That Dane Wright be appointed Bylaw Enforcement Officer for the Town of Fort Smith.
2. That this appointment shall come into effect upon this bylaw receiving third reading.

CARRIED UNANIMOUSLY

Bylaw 1052 Appointment of Bylaw Officer Dane Wright – Second Reading

23-302 Moved By: Cr. Campbell
Seconded By: Cr. Couvrette

That Bylaw 1052, Appointment of Bylaw Officer Dane Wright, be given Second Reading by title only.

CARRIED UNANIMOUSLY



Bylaw 1053 Appointment of SAO Keith Morrison – First Reading

23-303 Moved By: Cr. Korol
Seconded By: Cr. Tuckey

That Bylaw 1053, Appointment of Senior Administrative Officer Keith Morrison, 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 appoint a Senior Administrative Officer.

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

1. That Keith Morrison be appointed as Senior Administrative Officer for the Town of Fort Smith effective November 24th, 2023.
2. That Bylaw 1050 is hereby repealed.
3. That Bylaw 1053 will come into effect upon receiving third and final reading.

CARRIED UNANIMOUSLY

Bylaw 1053 Appointment of SAO Keith Morrison – Second Reading

23-304 Moved By: Cr. Campbell
Seconded By: Cr. Couvrette

That Bylaw 1053, Appointment of Senior Administrative Officer Keith Morrison, be given Second Reading by title only.

CARRIED UNANIMOUSLY

c. Appointments

Appointment of Standing Acting Senior Administrative Officer

23-305 Moved By: Cr. Korol
Seconded By: Cr. Campbell

That Emily Colucci, Director of Community Services, be appointed Standing Acting Senior Administrative Officer starting November 1st, 2023.

CARRIED UNANIMOUSLY

Appointment of Deputy Mayor – Cr. Couvrette made a motion to appoint Cr. Korol as Deputy Mayor. Cr. Pischinger asked if there would be nominations. Cr. Campbell also expressed interest in the Deputy Mayor position.

A secret ballot was held. Cr. Korol won the vote for the Deputy Mayor position.

23-306 Moved By: Cr. Couvrette
Seconded By: Cr. Pischinger

That Cr. Korol be appointed as Deputy Mayor for the Town of Fort Smith for a one-year term.

IN FAVOUR – CR. CAMPBELL, CR. TUCKEY, CR. PISCHINGER, CR. COUVRETTE
ABSTAINED – CR. KOROL
MOTION CARRIED



Appointment of SDAB Council Representative – Cr. Couvrette expressed interest in being the Council representative for SDAB.

23-307 Moved By: D/M Korol

Seconded By: Cr. Pischinger

That couvrette be appointed as the Council Representative to the Sustainable Development Advisory Board.

IN FAVOUR – CR. CAMPBELL, D/M KOROL, CR. TUCKEY, CR. PISCHINGER

ABSTAINED – CR. COUVRETTE

MOTION CARRIED

Appointment of NLMCC Council Representative

23-308 Moved By: Cr. Couvrette

Seconded By: Cr. Campbell

That D/M Korol be appointed as the Council Representative to the Northern Life Museum and Cultural Centre.

IN FAVOUR – CR. CAMPBELL, CR. TUCKEY, CR. PISCHINGER, CR. COUVRETTE

ABSTAINED – D/M KOROL

MOTION CARRIED

Appointment of Councillor to the NTPC Intervention Committee

23-309 Moved By: D/M Korol

Seconded By: Cr. Pischinger

That Cr. Tuckey be appointed to the NTPC Intervention Committee; and

That Cr. Couvrette be appointed Chair of the NTPC Intervention Committee.

IN FAVOUR – CR. CAMPBELL, D/M KOROL, CR. PISCHINGER

ABSTAINED – CR. TUCKEY, CR. COUVRETTE

MOTION CARRIED

Appointment of Councillor to the Post-Secondary Education Committee – D/M Korol moved to table motion 23-310 until the next meeting. Cr. Pischinger seconded the motion.

23-310 Moved By: D/M Korol

Seconded By: Cr. Pischinger

That the Councillor _____ be appointed to the Post-Secondary Education Committee.

MOTION TABLED

Appointment of Councillor to the Communications Committee

23-311 Moved By: D/M Korol

Seconded By: Cr. Tuckey

That Cr. Couvrette be appointed to the Communications Committee.

IN FAVOUR – CR. CAMPBELL, D/M KOROL, CR. TUCKEY, CR. PISCHINGER

ABSTAINED – CR. COUVRETTE

MOTION CARRIED



Appointment of Councillor to the Bylaw Review Committee

23-312 Moved By: D/M Korol

Seconded By: Cr. Pischinger

That Cr. Couvrette and Cr. Campbell be appointed to the Bylaw Review Committee.

IN FAVOUR – D/M KOROL, CR. TUCKEY, CR. PISCHINGER

ABSTAINED – CR. CAMPBELL, CR. COUVRETTE

MOTION CARRIED

d. Mayor and Council/Board Representative Updates

- i. Cr. Tuckey – Cr. Tuckey gave condolences to the Vermillion, Abraham and Beggair families.
- ii. Cr. Korol – Cr. Korol gave condolences to the Vermillion, Abraham, and Beggair families. She thanked the Director of Corporate Services and the Director of Community Services for additional duties during the SAO hiring process. She thanked all Town employees for their hard work.
- iii. Cr. Campbell – Cr. Campbell gave condolences to the Vermillion, Abraham, and Beggair families. Cr. Campbell commended the Directors for their Administrative support.
- iv. Cr. Couvrette – Cr. Couvrette gave condolences to the Vermillion, Abraham, and Beggair families. He commended Administration and staff for their hard work.
- v. Cr. Pischinger – Cr. Pischinger gave condolences to the Vermillion, Abraham, and Beggair families.
- vi. Mayor Daniels – Mayor Daniels gave condolences to the Vermillion, Abraham, and Beggair families.

e. Administration

Briefing Note Changing of Signing Authorities – The briefing note was reviewed.

23-313 Moved By: Cr. Couvrette

Seconded By: Cr. Pischinger

That the signing authorities for the Town of Fort Smith shall be Mayor Fred Daniels, Deputy Mayor Dianna Korol, and Councillor Leonard Tuckey on behalf of Council, and

That the signing authorities for the Town of Fort Smith shall be Keith Morrison, Senior Administrative Officer; Obrian Kydd, Director of Corporate Services; and Emily Colucci, Director of Community Services.

That all documents must be signed by two officers; one from Council and one from Administration.

IN FAVOUR – CR. CAMPBELL, CR. PISCHINGER, CR. COUVRETTE

ABSTAINED – D/M KOROL, CR. TUCKEY

MOTION CARRIED



I. **ABSENCE OF COUNCIL MEMBERS**

23-314 Moved by: D/M Korol

Seconded by: Cr. Pischinger

That D/M Macdonald and Cr. Beaulieu be excused from the Protective Services and Corporate Services Standing Committee Meetings on November 7th, 2023.

CARRIED UNANIMOUSLY

23-315 Moved by: D/M Korol

Seconded by: Cr. Campbell

That Cr. Fergusson and Cr. Beaulieu be excused from the Regular Meeting of Council 10-23 on November 21st, 2023.

CARRIED UNANIMOUSLY

J. **DATE OF NEXT COUNCIL MEETING**

Special Meeting of Council SP-10-23/Third Readings of Bylaws 1052 and 1053 – November 24th, 2023 at 12:00 pm

Protective and Corporate Services Standing Committee Meeting – December 5th, 2023
Community and Municipal Services Standing Committee Meetings – December 12th, 2023
Regular Meeting of Council 11-23 – December 19th, 2023

L. **IN-CAMERA SESSION *CTV Act S.23(3)(i)***

23-316 Moved by: Cr. Couvrette

Seconded by: Cr. Tuckey

That Council move in-camera in accordance with the Cities, Towns, and Villages Act, Section 23(3)(i), *the conduct of an investigation under, or enforcement of, an enactment of bylaw.*

CARRIED UNANIMOUSLY

23-317 Moved by: D/M Korol

Seconded by: Cr. Couvrette

That Council move out of in-camera at 9:11 pm.

CARRIED UNANIMOUSLY



M. **ADJOURNMENT**

23-318 Moved by: D/M Korol
Seconded by: Cr. Couvrette

That the meeting be adjourned at 9:12 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 19th day of December, 2023.

Mayor Fred Daniels

Certified Correct by the
Senior Administrative Officer Keith Morrison

N. **QUESTION PERIOD**

A question period was offered in accordance with policy.



**COUNCIL OF THE TOWN OF FORT SMITH
SPECIAL MEETING SP-10-23
THE TENTH SPECIAL MEETING OF COUNCIL FOR
THE YEAR 2023**

PRESENT: Mayor F. Daniels D/M D. Korol
 Cr. L. Tuckey Cr. M. Couvrette
 Cr. A. Pischinger (Conference Call)

REGRETS: Cr. K. Campbell Cr. D. Fergusson
 Cr. L. Beaulieu

STAFF: E. Colucci, A/Senior Administrative Officer
 K. Morrison, Senior Administrative Officer
 P. Heaton, Executive Assistant
 K. Reid, Executive Secretary

Special Meeting SP-10-23	12:00 PM
November 24 th , 2023	Council Chambers

The purpose of the Special Meeting is to have Third Reading of Bylaw 1052 Appointment of Bylaw Officer Dane Wright and Bylaw 1053 Appointment of Senior Administrative Officer Keith Morrison.

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

Mayor Daniels called the meeting to order at 12:05 pm and confirmed quorum of Council was present.:

Mayor Daniels read the acknowledgement of First Nations.

B. **APPROVAL OF AGENDA**

23-319 Moved by: Cr. Couvrette
 Seconded by: Cr. Tuckey

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

C. **DISCUSSION**

23-320 Moved by: D/M Korol
 Seconded by: Cr. Tuckey

That Bylaw 1052, Appointment of Bylaw Officer Dane Wright, be given Third Reading by title only.

CARRIED UNANIMOUSLY

23-321 Moved by: Cr. Couvrette
 Seconded by: Cr. Tuckey

That Bylaw 1053, Appointment of Senior Administrative Officer Keith Morrison, be given Third Reading by title only.

CARRIED UNANIMOUSLY

D. **ABSENSE OF COUNCIL MEMBERS**

23-322 Moved by: D/M Korol

Seconded by: Cr. Couvrette

That Cr. Fergusson, Cr. Campbell, and Cr. Beaulieu
be excused from the Special Meeting of Council SP-10-23 on November 24th,
2023.

CARRIED UNANIMOUSLY

E. **ADJOURNMENT**

23-323 Moved by: D/M Korol

Seconded by: Cr. Couvrette

That this meeting be adjourned at 12:11 pm.

CARRIED UNANIMOUSLY

Minutes adopted this 19th day of December 2023.

Mayor Fred Daniels

Certified Correct by
Senior Administrative Officer Keith Morrison

F. **QUESTION PERIOD**

A question period was offered in accordance with policy.



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: _____



Town of Fort Smith
Protective Services Standing Committee
Tuesday, December 5th, 2023 at 7:00 pm
Town Hall Council Chambers

Chairperson: Cr. Fergusson
Members: Mayor Daniels, D/M Korol, Cr. Campbell, Cr. Pischinger, Cr. Beaulieu, Cr. Couvrette, Cr. Tuckey
Staff Present: Keith Morrison, Senior Administrative Officer
Katie Reid, Executive Secretary - Teams
Guests: Tracy Thomas, SAO Candidate

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 Interest – There were no disclosures of financial interest.

3. Review

- a. Agenda –The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: D/M Korol

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

- b. Minutes – The Protective Services Standing Committee Minutes of November 7th, 2023, were reviewed and adopted at the Regular Meeting of Council on November 21st, 2023.

- c. Vision and Values – The Vision and Values were reviewed.

4. Director's Report

Administration spoke to the statistics and thanked the Director of Protective Services and staff for responding to the town-wide power outage that occurred today. He noted that the Town was proactively meeting to determine how to keep heat in the buildings, and continue to provide potable water, while identifying warming shelters for the community if the outage was prolonged to ensure health and safety of residents.

Additionally, Administration thanked the department for quickly responding and evacuating the CRC due to the building filling with smoke from a blown air handling unit resulting from the outage. He also thanked the Facilities Maintenance department and Directors for identifying the issue and addressing it. Further, he thanked the Ambulance for a difficult response the previous week. Administration commended responders, staff, and volunteers for great work.

Cr. Beaulieu entered the meeting.

5. Protective Services Statistics

- a. Fire Department Statistics November 2023 – The Fire Department Statistics were reviewed.

- b. Ambulance Department Statistics November 2023 – The Ambulance Department Statistics were reviewed.

- c. Fire/EMS Training Report November 2023 – The Fire/EMS Training Report was reviewed.
- d. Fire/EMS Graphs November 2023 – The Fire/EMS Graphs were reviewed.
- e. Land and Development Report November 2023 – The Land and Development Report was reviewed.
- f. Bylaw Report November 2023 – The Bylaw Report was reviewed. Administration advised that the new Bylaw Officer was appointed two-weeks-ago and has provided a robust bylaw report. Further, the Land and Development Officer was hired pre-evacuation and has been working on clean-up of unsightly properties and fire abatement. He requested Council forward any concerns to Administration to ensure they are addressed.

6. Administration

- a. Briefing Note DPA-047-23 – The briefing note was reviewed.

RECOMMENDATION

Moved by: D/M Korol

Seconded by: Cr. Pischinger

That DPA-047-23, submitted by Dylan Jones, for a home occupation business, PKS Ltd. Reclamation Specialists, from Lot 1271, Plan 1679 1 Bell Rock Way, in Fort Smith be approved.

CARRIED UNANIMOUSLY

- b. Briefing Note DPA-048-23 – The briefing note was reviewed. Cr. Campbell has concerns with increased vehicles and traffic resulting from home occupation businesses and changed characteristics of neighbourhoods. Additionally, he has fire and safety concerns with welding shops in residential neighbourhoods.

Cr. Couvrette advised that EDAB had made business license bylaw recommendations and wanted to present them to Council prior to the evacuation. He noted that he would revisit this with EDAB later this month as their Council representative and to move their recommendations forward.

RECOMMENDATION

Moved by: D/M Korol

Seconded by: Cr. Couvrette

That DPA-048-23, submitted by Craig Walsh, for a home occupation business, The Newfie Workshop and Online Sales, from Lot 25, Block 18, Plan 212, 22 Ptarmigan Street in Fort Smith be approved.

IN FAVOUR – MAYOR DANIELS, D/M KOROL, CR. FERGUSON, CR. TUCKEY, CR. BEAULIEU, CR. COUVRETTE

OPPOSED – CR. CAMPBELL

MOTION CARRIED

- c. Briefing Note Public Inquiry of the 2023 Wildfire Response – The briefing note was reviewed. Administration outlined the differences between a public inquiry compared to independent after-action reviews performed by agencies and governments. He noted that after-action reviews are valuable to internally assess the performance of each individual agencies/government but may fall short in addressing inter-agency/inter-government operational, communication, and coordination issues highlighted by the complex, large-scale, and multi-jurisdictional nature of the 2023 wildfire season and in consideration of Fort Smith being in the midst of multiple jurisdictions including the GNWT, the Government of Alberta, WBNP (federal), and Indigenous Governments in Alberta and the NWT.

Administration advised that a public inquiry should not assign blame, but encourage progress, and aims to explore a path forward by generating recommendations that can enhance wildfire prevention, preparedness, and response strategies. Further, he noted that the recommendations from the public inquiry have the potential to make changes to legislation, policies, or practices to better ensure the protection of communities and natural ecosystems in the north.

Administration advised that he has discussed the need for an internal after-action review with MACA, separate from a public inquiry, and was advised that they it would not be funded but they have provided templates to perform the review.

Cr. Couvrette advised that his wife had drafted the petition for the call for a public inquiry and requested individuals interested in signing the petition contact Helena Katz or himself for assistance in signing. He advised that the petition would be presented to the NWT Premier and he hopes to complete the petition in the next few weeks.

RECOMMENDATAION

Moved by: D/M Korol

Seconded by: Cr. Couvrette

That, with Administrative support, Council draft a letter of support for a public inquiry into the 2023 wildfire season response efforts with the aim of identifying any inter-agency and inter-government operational, communication, and coordination issues that may have been highlighted by the complex, large-scale, and multi-jurisdictional nature of this wildfire season.

This process should be carried out in the spirit of creating forward-looking recommendations that can enhance wildfire prevention, preparedness, and response strategies through changes in legislation, policies, or practices to better ensure the protection of communities and natural ecosystems in the north.

CARRIED UNANIMOUSLY

7. Date of Next Meeting

The next Protective Services Standing Committee meeting will be on January 2nd, 2024.

8. Adjournment

RECOMMENDATION

Moved by: Cr. Pischinger

Seconded by: Cr. Couvrette

That the meeting be adjourned at 7:17 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith
Corporate Services Standing Committee
Tuesday, December 5th, 2023 at 8:15 pm
Town Hall Council Chambers

Chairperson: Cr. Tuckey
Members: Mayor Daniels, D/M Korol, Cr. Fergusson, Cr. Campbell, Cr. Pischinger, Cr. Beaulieu, Cr. Couvrette
Staff Present: Keith Morrison, Senior Administrative Officer
Katie Reid, Executive Secretary

1. Call to Order

Mayor Daniels called the meeting to order at 7:25 pm and handed the Chair to Cr. Tuckey.

2. Declaration of Financial Interest

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

3. Review

- a. Agenda –The agenda was reviewed. Cr. Couvrette requested adding discussion on the status of the revised SAO Employment Bylaw and an update on the status of the bylaw spreadsheet.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: Cr. Couvrette

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

- b. Minutes – The Corporate Services Standing Committee Minutes of November 7th, 2023, were reviewed and adopted at the Regular Meeting of Council on November 21st, 2023.

Cr. Couvrette would like to review the donations policy and Council's governance priorities to include the TRC Calls to Action.

- c. Vision and Values – The Vision and Values were reviewed.

- d. Strategic Plan – The Strategic Plan was reviewed.

4. Governance

- a. Communication – D/M Korol commended the Executive Assistant for the comprehensive newsletter filled with events and schedules that went out to the community.
- b. Human Resources – Administration advised that the Town has retained an HR Consultant to review policies and support staffing actions.
- c. Advocacy for Excellence of Services – Mayor and Council retained an SAO and project management consultant until the SAO hiring process is complete.
- d. Post-Secondary Education Committee – Cr. Couvrette advised that the former Deputy Mayor Jay Macdonald was a committee member on the Post-Secondary Education Committee and that a replacement appointment was requested at the Regular Meeting on November 21st but was tabled due to meeting attendance.

- i. PSEC Councillor Appointment – Cr. Tuckey expressed interest in being appointed to the Post-Secondary Education Committee.

RECOMMENDATION

Moved by: D/M Korol

Seconded by: Cr. Fergusson

That Cr. Tuckey be appointed to the Post-Secondary Education Committee.

CARRIED UNANIMOUSLY

- e. NTPC Intervention Committee

- i. NTPC Intervention Committee Councillor Appointment. Cr. Fergusson expressed interest in being appointed to the NTPC Intervention Committee to replace former Deputy Mayor Jay Macdonald.

RECOMMENDATION

Moved by: D/M Korol

Seconded by: Cr. Pischinger

That Cr. Fergusson be appointed to the NTPC Intervention Committee.

CARRIED UNANIMOUSLY

5. Director's Report

Administration advised that the Town lost an important employee, Michelle Gauthier, who was with the organization for 17 years.

Cr. Korol requested an update on the thank-you card edition of Up Here magazine and noted that the Town's logo was included but no emphasis on thanking wildfire responders. She noted that Yellowknife and Hay River had pages in the magazine. Administration noted that the employee that handled marketing had left the organization and that he would perform a forensic audit to find information. Cr. Couvrette suggested there may be opportunity in a later issue to publish the Town's proclamation thanking wildfire responders.

Cr. Korol noted that a letter was received from the Anglican Church and asked if any Councillors had responded. Cr. Fergusson advised that she had replied to the request and would do a reading for the church. Administration advised that the request was forwarded to individual Councillors to respond as the Town doesn't take a position in supporting religious organizations.

Administration advised that a request letter was received from the Wood Buffalo Frolics organizer and would be brought to a meeting in the new year for consideration. Additionally, a letter was received from the Northern Arts and Cultural Centre (NACC) for 2023 funding, and for the funding to be reinstated in the budget, and that they wish to delegate to an upcoming Community Services meeting.

Administration advised that an email was received from the NWT Association of Communities requesting confirmation of delegates and resolutions from Council for the upcoming AGM in February 2024. He noted that emergent issues are brought as resolutions to the NWTAC and are backed by the power of all NWT communities and that Council chooses the delegates they wish to send by motion. Further, he noted that voting should be discussed by Council to ensure delegate votes are on behalf of Council as a whole.

Cr. Fergusson replied that some Councillors have already made arrangements to attend. Administration advised that motion of Council is required to show Council support as delegates represent Council and not individuals. Additionally, a motion is required due to the expenditure to attend.

D/M Korol advised that three resolutions were submitted by Council in 2023. Cr. Couvrette suggested Council could support the need for a public inquiry in response to the 2023 wildfire season by submitting a resolution. He noted that other municipalities and First Nations have also supported the need for a public inquiry.

Administration advised that he would bring information on the NWTAC AGM to discuss sending delegates and resolutions at an upcoming meeting.

Mayor Daniels requested an update on the changing of signing authorities. Administration advised that the changes are underway.

- a. Accounts Paid List – The Accounts Paid List from November 2023 was reviewed.
- b. Correspondence – The Correspondence List from November 2023 was reviewed.
- c. License Report – The License Report from November 2023 was reviewed.

6. Bylaw/Policy Review and Development

- a. SAO Employment Bylaw – Cr. Couvrette noted that Council had acknowledged the need to review the SAO Employment Bylaw along with other documents. He noted that legal counsel was tasked with drafting an updated bylaw and requested an update. Administration replied that the SAO Employment Bylaw, job description and pay grid are back from legal counsel and have been presented to the HR Committee for review.
- b. Bylaw Spreadsheet – Cr. Couvrette advised that during his last term on Council, they were given a bylaw priority/review spreadsheet and requested an updated version. D/M Korol requested an update on the Excluded Employees Bylaw. Administration requested Council manage expectations as the position tasked with bylaw review is vacant. Administration advised that the HR Consultant is tasked with the review of the Excluded Employees Bylaw.

7. Administration

- a. Briefing Note Budget Expenses – The briefing note was reviewed. Administration advised that the briefing note is for informational purposes and a budget approval extension has been granted until February 29th, 2024.

He noted that the intent of the noted is to rationalize cost and service while acknowledging that the GNWT is a competitor in a declining workforce. He noted that since the note was written, expenses have increased but the dialogue is about concepts. He noted that the next informational pieces would include budget and the Financial Management Bylaw in consideration of fiscal controls including dual signatures on cheques, the monthly accounts paid lists, variance reports and audits.

Administration advised that the budget is approved annually and consists of the General, Utility, Environmental and Lands budget, followed by the Capital budget and that they have different controls and requirements. He noted that the Lands budget is kept separate as the budgeted amount is money spent to develop and the cost is prorated to the size of the lot. He noted that if lots are sold for less, the difference is an expense against the budget.

Administration advised that the Environmental budget is kept separate to account for the Landfill being a liability as a contaminated site and remediation expenses. Additionally, the Landfill and assets were transferred to the Town in 2005 but ownership is unable to be transferred due to being a contaminated site. He advised that when the Landfill reaches end of life it has a negative value in consideration of remediation costs including grader and cover, and geotextile barrier to stop leakage into the water table, and wells for groundwater monitoring.

Administration advised that the Utility budget is also kept separate as making water is heavily regulated by various agencies and as the Town is not able to profit off the sale of water to residents and that the Town needs to know the economic rate to appropriately charge to break even or recover capital costs for a \$10 million dollar water plant. Additionally, capital assets are amortized as an expense as per the audit.

Administration advised that the O&M Budget is broken into revenue and expense, and that expenses are further broken down into cost centre that compile related costs consisting of GLs (general ledgers).

Administration advised that they would not review the budget line-by-line but would discuss how GLs have been populated and an aged budget. Additionally, they would review allocations between budgets such as allocating rental space in 7-bay to the utility budget to take pressure off the O&M budget.

D/M Korol thanked Administration for getting approval for the budget extension from MACA. She was pleased to have more time to spend on the budgeting process.

Administration advised that the NWTAC has had a resolution on the books for years to change the municipal fiscal year to align with the GNWT in consideration of block funding not being approved until the new year and in consideration of needing confirmation of the funding to assess property tax increases.

- b. Briefing Note Budget Revenues – The briefing note was reviewed. Administration advised that the Town has three revenue sources: GNWT block funding, property tax revenue, and general user fees.

Administration advised that the Town and Council do not do means testing on residents and that property tax assessments are done by GNWT Assessors. He noted that the Town sets revenue expectations which is applied through property taxes based on the GNWT's assessment of properties.

Administration advised that GNWT block funding is the most significant revenue source the Town receives but does not increase annually as per inflation or cost of living. Administration added that a review of community funding was conducted a few years ago to determine equitable distribution of funding to communities and it was determined that Fort Smith is underfunded by approximately \$3.5 million annually inclusive of all grants. Administration reviewed unconditional grants as annual O&M funding, Water and Sewer Subsidy funding, and Northern Insurance Program funding. He noted that conditional grants include annual Gas Tax and CPI funding, transfers from investments in capital assets to offset amortization, and School Tax which is paid to the GNWT. He added that conditional grants are tied mostly to capital expenses and not O&M.

Administration advised that user fees are the most impactful on residents and can be broken down into the sales of services, bylaw enforcement revenue, community services revenue, utility revenue, and environmental revenue. He noted recreation revenue does not break even but providing the service provides unquantifiable benefits to residents.

Administration advised that forced growth in salary and wages through employee pay step increments is not designed to make them richer but to account for annual living expense increases. He noted that the Town sees growth in salaries and expenses, but the revenues stay fixed. He noted the budget sees pressure in absorbing inflation without revenue increases as GNWT block funding does not track inflation. In consideration of this he noted the need to increase fees twice as much as inflation to account for the lack of inflation increase from block funding with attributes to 50% of the Town's annual revenue.

With regards to cash flow, Administration advised that when O&M funding is broken down monthly it is approximately \$300k a month which equivalates to monthly salary expenses and that the Town can experience cash flow issues beginning of the year as property tax revenue starts being received June-August. Further, he noted that cash flow issues can be felt more if caught in a big capital project or in consideration of the three months of waived utility fees.

Cr. Fergusson asked if the Town can make interest on funding received or reserves. Administration replied that the Financial Administration Bylaw outlines what can be done with funds and the conditions. He noted that Town's ability to invest or borrow funds is very limited.

Administration advised that transfers from investments are done to account for amortization in consideration of depreciating assets. He noted that depreciating assets decrease the Town's value and need to be accounted for to balance. He noted that there is a 20-year Capital Plan that outlines a funding shortfall of \$100 million to account for the current assets owned by the Town including linear infrastructure (pipes in the ground), fleet, buildings, etc. He noted that the Town has a \$10 million borrowing limit over 10 years and requires plebiscite. Further, when the Pool was constructed, it resulted in a 5% property tax revenue increase. He noted that the shortfall in capital funding should be considered when purchasing unbudgeted capital items mid-year as capital funds are already dedicated to existing assets. He noted that the Financial Administration Bylaw legislates annual reserve contributions by the Town in efforts to put funds away for future replacement costs.

Administration advised that the Town collects school tax from property tax which is remitted to the GNWT for schools and that it used to be remitted as collected. He noted that the GNWT now expects this to be paid before collected based on the approved Certified Assessment Roll. Additionally, residents enrolled in the Seniors Citizen and Disabled Person's Tax Relief Program are now required to pay their portion of the school tax which reduces expenses to the Town.

Regarding user fees, Administration advised that the Town is not required to run ambulance services but provides the service as no one else would. He noted that NWT is the only jurisdiction where municipalities are asked to provide the service although Inuvik has contracted ambulance services through the GNWT. He noted that the service historically ran a deficit, and the Town was told by the GNWT to run the service as a business to recover funds. As a result, medivac fees were increased, and the service is cost recovery and capitalizing on ambulance fee replacement.

Administration advised that the Town doesn't necessarily want to make lots of revenue through bylaw enforcement fines. He suggested effective preventive efforts with less fining. Additionally, current legislation is not equipped for fine collection and capacity. He noted that unsightly property fines and remediation expenses can be put against the property via property taxes if not paid.

Administration noted that Community Services revenues will never break even and that providing these services are good for residents. However, he noted that the Daycare was designed to breakeven, and that costs are high, and salaries are indexed to GNWT wages to support the ability to staff. He noted if the Pool followed suit, a \$50/hour wage would be paid to lifeguards.

Administration advised that utility revenue is broken into many components including the utility operating fund, piped water revenue, trucked water revenue, sewage pump-out revenue, and water sewer service interruption insurance. He noted that SLFN's Municipal Services Agreement is expired and is an issue for revenue as it indexes rates rather than the Consolidated Rates and Fees Bylaw. He suggested this could be reviewed as services are outside of the municipal boundary. He continued that services could be contracted by businesses or that the Town could provide support until internal services are built.

Administration advised that tipping fee revenue has decreased and they are unsure why. He thinks it may be due to the number of free spring/fall clean-up initiatives, and residents holding their garbage which also attributes to unsightly properties.

Administration advised that he would bring a separate briefing note on property tax when discussing revenue increases. He noted that there are cashflow issues with payment in lieu of taxes (PILT).

Administration reviewed other revenue sources including interest on accounts receivable invoicing which shows as a revenue but is difficult to collect. Additionally, the Town receives smaller grants on a yearly basis, but the funds are not guaranteed, and that the Town would like to work on longer-term agreements with the GNWT to use the funding to staff in confidence.

Administration advised that Land budget revenue is to recover funds already spent and that reductions in selling price would result in an expense in the budget.

8. Date of Next Meeting
The next Corporate Services Standing Committee meeting will be on January 2nd, 2024.
9. Adjournment
RECOMMENDATION
Moved by: Cr. Korol
Seconded by: Cr. Fergusson
That the meeting be adjourned at 8:45 pm.
CARRIED UNANIMOUSLY



Town of Fort Smith
Community Services Standing Committee
Tuesday, December 12th, 2023, at 7:00 pm
Town Hall Council Chambers

Chairperson: Cr. Fergusson
Members Present: Mayor Daniels, D/M Korol, Cr. Campbell, Cr. Tuckey, Cr. Couvrette, Cr. Pischinger, Cr. Beaulieu

Staff Present: Keith Morrison, Senior Administrative Officer
Emily Colucci, Director of Community Services
Katie Reid, Executive Secretary

1. Call to Order

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

Mayor Daniels gave condolences to the Desjarlais family.

Cr. Fergusson read the acknowledgement of First Nations.

2. Declaration of Financial Interest

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

3. Review

- a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Tuckey

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

- b. Minutes – The Community Services Standing Committee Minutes of November 15th, 2023, were reviewed and adopted at the Regular Meeting of Council on November 21st, 2023.

Cr. Couvrette requested an update on the status of the functional review. Administration advised that the functional review was not a funded project and when first tasked Administration searched for funding. He noted that they may have found funding, but a scope of work is required to apply, and services have been retained to scope of work. He hasn't heard back from the consultant yet and noted that the project is still in the early stages.

Cr. Campbell asked if the letter from Jeremy Beamish regarding the sale of Westgrove Subdivision lots would be addressed. Administration advised that he would review the letter and asked if it was in regards to accessing land cheaper or other mechanisms to reduce cost. Further, the Town has consulted with legal counsel for advice on what the municipality can commit to regarding price but has not yet received a response.

- 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

CRC Statistics November 2023 – The CRC Statistics were reviewed. Administration advised that Christmas festivities have already happened. The Director of Community Services advised that programming hours were increased from 70 to 108 hours in November. She noted that an AWG coach is assisting with youth weekly developmental skills for volleyball. Archery is also being offered. She advised that other programming includes drop-in soccer, youth and women's squash, and that the Library is offering arts and cultural activities. Further, the CRC is offering fitness programming including Tour to France, the 1000lb Challenge, and Walk to Tuk. The Director noted that AWG volleyball trials were in November and that many Fort Smith youth made the team.

The Director advised that the department is coordinating winter and holiday activities in December. She was pleased that there were thirteen floats in the Santa Clause Parade and thanked all participants.

The Director advised that businesses participated in a scavenger hunt bingo during Midnight Madness on December 8th in efforts to promote shopping local. She commended businesses for their great offerings this holiday season.

The Director advised that Girl Guides, Embers, and Sparks have been meeting at the CRC as they were having difficulty finding space for programming. She continued that FOXY and SMASH sessions have also been happening at the CRC and are coordinated by NTHSSA and that space was provided by the Seniors Society and Curling Club for breakout sessions.

The Director advised that one employee has completed their National Lifeguard certification, and another has completed Bronze Medallion and Bronze Cross training. The Director noted that she is also working to complete her National Lifeguard training.

Further, she stated that all Community Services facilities are operational and that the department is working with Facilities Maintenance to get the Steam Room operational.

The Director advised that Minor Hockey recently had a tournament and that teams from Hay River attended. She is also working with the community members on the Christmas Classic tournament.

The Director reviewed events and advised that the Seniors Society would be hosting their Christmas Dinner on December 17th in the CRC gymnasium. She advised that fireworks have been ordered for the First Night Fireworks show and that the CRC would be hosting a family dance in the afternoon beforehand.

The Director reviewed the Mary Kaeser Library statistics and advised that the Library is averaging 1,500 visits per month. She noted that the bulk of attendance is seen between 3:00 to 7:00pm and felt that relocating the facility has been a huge success. She noted that Library programming is back to regular levels and increasing. Additionally, she advised that Santa would be at the Library on December 13th at 6:30pm for story time. She added that the Library also hosted Patti-Kay Hamilton's book launch on Pi Kennedy in the Seniors' Room and she thought it was great that Pi Kennedy attended as a speaker. Additionally, NWT Library Headquarters had visited the facility to assist in going through the book collection along with bringing new resources and solving technical issues. Additional Library programming includes writing letter to elder's for Christmas with assistance from the Seniors Society.

Administration provided an update on additional programming. He noted that the annual Christmas Light Contest is happening again this year and encouraged residents to register. He noted that Light Up the Park is not moving ahead likely due to being under-subscribed. Further, the Executive Secretary is working on Long Service Awards combined with Staff Appreciation followed by the Staff Christmas Party.

Administration advised that correspondence was circulated from the Seniors Society requesting the gymnasium and support for their Christmas Dinner and was handled administratively as the request is received annually and to not put Council in a position to deny the important program in consideration of the expended donations budget. Administration was pleased to see the cooperative work between user groups and the Town on programming including the Santa Clause Parade and noted that Seniors Society gave out hot chocolate and hot dogs at the CRC when the parade concluded.

- a. Mary Kaeser Library Statistics November 2023 – The MKL Statistics were reviewed.

5. Economic Development

The Director of Community Services advised that the Town does not currently have an Economic Development Officer but still has an Economic Development Assistant. She commended the Economic Development Assistant for working diligently to ensure community events continued to happen and in connection with user groups and businesses.

She noted that the Town did not hold the Cookie Crawl event this year due to capacity but tried something new with the Scavenger Hunt Bingo during Midnight Madness. She was happy with the results and to support the local economy.

She advised that Economic Development Assistant's next project would be to work on an updated Visitor's Guide for 2024.

D/M Korol thanked staff for their hard work during the holiday season.

6. Advisory Boards

- a. Community Services Advisory Board – D/M Korol advised that CSAB met on December 11th and held their AGM. She noted that there are vacancies on the board if community members would like to join.
- b. Economic Development Advisory Board – Cr. Couvrette advised that there are vacancies on the board and encouraged new businesses to participate in expressing opinions and in providing advice to Mayor and Council for consideration. He felt this was a good way for the economy to move forward.
- c. Fort Smith Housing Plan Advisory Board
 - i. Briefing Note Housing Needs Assessment – The briefing note was reviewed. The Director of Community Services advised that the Town entered into an agreement with Housing NWT in August 2022 to support the development of Fort Smith specific Housing Strategy. She noted that the Housing Plan Advisory Board was created and had great interest in membership from the community which resulted in great input and information gathering through a community survey and focus groups.

The Director continued that it was identified for the Town, contractors, governments, etc. to be eligible for housing initiative funding, that baseline data was required. She noted that Housing NWT assigned a consultant and funding to move forward with

information gathering conducted through targeted meeting sessions with stakeholders in Fort Smith.

The Director advised that the Housing Needs Assessment gave a comprehensive and detailed look at the at the current state of housing in Fort Smith. She reviewed the key findings of the study:

- An estimated need for **225** new or refurbished housing units. This is based on the public housing waitlist, identified staff housing needs, Thebacha Campus facilities master plan, and data on under-housed population and affordable housing deficit. The expected division would be about one-third market rental, with the remainder being affordable or lower-income housing;
- A Need for more Rental options in particular;
- Need for more diverse housing types. this is where community planning and zoning changes can come into play;
- About 25% of Fort Smith households have an income around or below the Town's median income, but above the threshold to qualify for Housing NWT programs. This is a group that needs consideration – on the cusp of or already dealing with unaffordable housing, but not considered in Housing income-tested programs;
- There is interest in developing, and there are opportunities for partnerships between different developers/org's;
- Availability of Town-owned land is a plus, but developing it remains a challenge;
- The housing situation impacts business and governments' ability to attract staff. This is not an issue that affects just one sector, it's across the board; AND
- A lack of seniors housing options to "down size" and age in place impacts both aging residents who want to stay in Fort Smith with lower home maintenance and residents with families looking for homes.

The Director advised that the final draft of the Housing Needs Assessment was presented to the board for feedback in early November and that their input was included in the final draft presented. Further, she noted that the report is focused on presenting data but does not include a strategic housing plan or action plan.

The Director continued that the approved plan can be used by the Town or others in the community to apply for funding to advance the increase of housing in Fort Smith. She stated that the Town requires approval by December 31st to support their funding application CMHC funding with the Federal Government.

- ii. Final Draft Housing Needs Assessment Document – The document was reviewed. Cr. Couvrette noted that the document reviews employment and labour statistics and was pleased that it mentions Fort Smith's role as the NWT Administrative Centre. He noted that over the past 10-years positions have been centralized to Yellowknife and felt the document helps make reinforce Fort Smith's position as the Administrative Centre. Further, he noted that the new NWT Premier had also acknowledged the need for decentralization. In addition to this, Cr. Couvrette noted the need to fight for Fort Smith to remain the Education Capital of the NWT.

D/M Korol was pleased with the comprehensive document and the robust amount of relevant data that highlighted the housing difficulties in the NWT. She suggested requesting a meeting with Minister Kuptana to review the concerns outlined in the study as well as upgrades needed to Sunset Chalet and housing for Seniors aging in place.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: D/M Korol

That Mayor and Council accept the Fort Smith Housing Needs Assessment as presented.

CARRIED UNANIMOUSLY

7. Date of Next Meeting

The next Community Services Standing Committee meeting will be held on January 9th, 2024

D/M Korol asked if the meeting cycle would be pushed ahead a week inconsideration of Protective Services and Corporate Services meetings be scheduled for January 2nd. Council decided to confirm the next meeting cycle dates at the Regular Meeting on December 19th.

Administration recommended starting the meeting cycle on January 9th as some people may still be away. He noted that they would be reviewing the budget in January and plans for Council to hold a community engagement session after reviewing the first draft budget for Council to engage with residents to hear comments and concerns.

8. Adjournment

RECOMMENDATION

Moved by: D/M Korol

Seconded by: Cr. Couvrette

That the meeting be adjourned at 7:42 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith
Municipal Services Standing Committee
Tuesday, December 12th, 2023, at 8:15 pm
Town Hall Council Chambers

Chairperson: Cr. Campbell
Members Present: Mayor Daniels, D/M Korol, Cr. Fergusson, Cr. Tuckey, Cr. Couvrette, Cr. Beaulieu, Cr. Pischinger
Staff Present: Keith Morrison, Senior Administrative Officer
Emily Colucci, Director of Community Services
Katie Reid, Executive Secretary

1. Call to Order

Mayor Daniels called the meeting to order at 7:48 pm and handed the Chair to Cr. Campbell.

2. Declaration of Financial Interest

- a. Statement of Disclosure of Interest – There were disclosures of financial interest.

3. Review

- a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: D/M Korol

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

- b. Minutes – The Municipal Services Standing Committee Minutes of November 15th, 2023, were reviewed and adopted at the Regular Meeting of Council on November 21st, 2023.

- c. Vision and Values – The Vision and Values were reviewed.

4. Directors Report

Administration provided an update on the Municipal Services department. He advised that Public Works has begun snow removal for the season and responded to a number of freezing rain events; the Water Treatment Plant has begun maintenance mud induction work and has replaced main distribution pumps; and Facilities Maintenance has been assisting with installation of Christmas Lights and provided immediate response to the power outage on December 5th.

Administration noted that the power outage caused server issues at Town Hall by making a non-functional server to start working again and overwrite the active server.

Administration is reviewing how to bring Municipal Services information to Council in the form of statistics.

5. Administration

- a. Briefing Note Salary Budgeting – The briefing note was reviewed.
- b. Bylaw 972 Financial Administration – Bylaw 972 was reviewed.
- c. Bylaw 952 Spending Authorities – Bylaw 952 was reviewed.
- d. 4.20 Local Preference Policy – Policy 4.20 was reviewed.

6. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on January 9th, 2024.

7. Adjournment

RECOMMENDATION

Moved by: D/M Korol

Seconded by: Cr. Tuckey

The meeting be adjourned at 8:52 pm.

CARRIED UNANIMOUSLY



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 1054

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO APPOINT A FIRE CHIEF PASSED PURSUANT TO SECTION 70 OF THE CITIES, TOWNS AND VILLAGE ACT S.N.W.T, 2003, c.22.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, has enacted a by-law to establish the Fort Smith Volunteer Fire Department;

AND WHEREAS the Fire Prevention Act, R.S.N.W.T. 1988 establishes the Fire Chief or acting Fire Chief as a Local Assistant to the Fire Marshal of the Northwest Territories for the purposes of carrying out the provisions of that Act within the limits of the municipal corporation;

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

- 1. That Jami Short be appointed Fire Chief for the Town of Fort Smith.
- 2. That this appointment shall come into effect upon this bylaw receiving third reading.
- 3. That Bylaw 1005 be hereby repealed.

READ A FIRST TIME THIS _____ DAY OF _____, 2023 A.D.

READ A SECOND TIME THIS _____ DAY OF _____, 2023 A.D.

READ A THIRD TIME THIS _____ DAY OF _____, 2024 A.D.

MAYOR

SENIOR ADMINISTRATIVE OFFICER

I hereby certify that this bylaw has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the bylaws of the Municipal Corporation of the Town of Fort Smith.

SENIOR ADMINISTRATIVE OFFICER



BRIEFING NOTE

To: Mayor and Council

Date: December 4, 2023

Subject: Appointment of the auditors (CTV Act, 1988, s. 104)

Purpose

The Town of Fort Smith is required to appoint an auditor for the year ended December 31, 2023, according to the Cities, Towns and Villages Act. The incumbent auditor, Avery Cooper & Co. Ltd, Chartered Professional Accountants, has proposed a contract amendment to continue the audit engagement for 2023 and beyond. The Town initially sent out a request for proposal in 2016 for the audit of 2016, 2017, and 2019, with extensions for 2020, 2021, with an additional extension for 2022.

Analysis

According to the Cities, Towns and Villages Act, a municipal corporation must appoint an auditor to audit its financial statements and report on the results of the audit. The auditor must be a member in good standing of a professional accounting association that is prescribed by regulation. The auditor must be appointed by the council before the end of the fiscal year to be audited, or as soon as possible thereafter. The auditor must not be an employee or officer of the municipal corporation or have any direct or indirect interest in the affairs of the municipal corporation.

The contract amendment from the incumbent auditor meets the requirements of the Act, as the auditor is a member of a prescribed professional accounting association and has no apparent conflict of interest with the Town of Fort Smith. The contract amendment also states that the terms of the contract and the auditing requirements will remain unchanged, and that the auditor is very familiar with the organization's financial structure and requirements.

Recommendation

That the council of the Town of Fort Smith approve the contract amendment from the incumbent auditor and appoint the auditor for the year ended December 31, 2023, and for subsequent years subject to annual review and approval.



AVERY COOPER & CO. LTD.

Chartered Professional Accountants

4918 - 50th Street, P.O. Box 1620
Yellowknife, NT X1A 2P2
www.averycooper.com

Telephone: (867) 873-3441
Facsimile: (867) 873-2353
Toll-Free: 1-800-661-0787

December 4, 2023

Town of Fort Smith
Box 147
174 McDougal Road
Fort Smith, NT
X0E 0P0

Client ID: 2033

Attention: Keith Morrison
Senior Administrative Officer

Dear Mr. Morrison:

Re: Quote to Extend Audit Engagement - December 31, 2023

Further to our recent extension, we are pleased to extend our contract to provide audit services to the Town of Fort Smith for the year ended December 31, 2023 and provide final audit reports expressing our opinion on the financial statements.

Additionally, we are prepared to continue extending the contract beyond the 2023 audit for an annual increase of up to \$500 each year to accommodate annual cost of living increases. If audit or reporting standards change beyond the 2023 audit, we will contact you to discuss the impact on the scope of work required and the subsequent increase or decrease in fees.

We understand the terms of the contract will remain unchanged and the auditing requirements will be the same or similar to the past few years.

Our proposed annual fixed Audit Fee for the 2023 audit would be \$33,000.

In addition, up to 5% of total fees will be added to the invoice as Administration Fees to compensate for routine disbursements.

The proposed audit fees do not include costs for any major accounting work necessary to bring the records to audit readiness, preparation of financial statements, secretarial services, routine disbursements or GST.

As the incumbent auditor, we are very familiar with the organization's financial structure and requirements. We are very interested in continuing to perform these services for the Town of Fort Smith and can assure you that if we are selected as your auditor, your work will continue to receive our close attention.

Please don't hesitate to contact us if you have any questions or further requirements.

Yours truly,

AVERY COOPER & CO. LTD.



Abe Theil, CPA, CGA
Senior Manager

The terms of the engagement as set out above are in accordance with our requirements, are acceptable to us and are hereby agreed to.

Town of Fort Smith

Per: _____

Date: _____

Name: _____
Print Name Here

Title: _____
Print Title



BRIEFING NOTE

To: Regular Meeting of Council

Date: December 19, 2023

Subject: NWTAC AGM February 29-March 2, 2023

Purpose:

To present Mayor and Council with information regarding the upcoming NWTAC AGM on February 29th to March 2nd, 2024.

Background:

1. Resolutions:

The 2023 NWTAC AGM was postponed due to wildfires in Hay River. It was postponed and combined with the 2024 AGM.

Three resolutions were submitted in 2023 (attached) and included in the 2023 booklet and will be voted on at the 2024 AGM. The Resolutions Council had submitted included:

1. Senior Citizen & Vulnerable People Emergency Services and Shelters
2. NWT Mental Health Issue Responses
3. NTPC Resolution

The deadline to submit resolutions for 2024 is January 26th at 5:00pm.

On December 8th, Cr. Couvrette had emailed Mayor and Council three documents for review and consideration (attached):

1. NWTAC Reaffirmed and Standing Resolutions (2024 AGM)
2. Wildfire Public Inquiry Resolution (2024 AGM)/New Resolution Submission
3. 2023 Prior Year NWTAC Resolutions – with comments:

- Expand the Rural and Remote Stream of Reaching Home Program (*NWTAC recommended for reaffirmation*)

* We should ask for inclusion of wording specifically to address rural and remote communities with population under 25k.

- O&M Funding Levels (*NWTAC recommended for reaffirmation*)
 - * We should ask for inclusion of wording specifically to call for 3-5 year funding contribution agreements.
- Infrastructure Shortfall (*NWTAC recommended for reaffirmation*)
 - * As with O&M Funding, we should ask for inclusion of wording specifically to call for 3-5 year funding contribution agreements.
- Reinstate the Public Boards of Aurora College and NWT Power Corporation (*NWTAC recommended **Deleting***)
 - * Although GNWT has reinstated College Board – more importantly, they NTPC Board remains in the realm of GNWT appointed Deputy Ministers
We should ask the resolution be **reaffirmed**, however with deletion of reference to Aurora College.
- Reduce Alcohol-Related Harms and Costs in the NWT (*NWTAC recommended **Deleting***)
 - * Although GNWT has completed its alcohol harm reduction strategy, the premises of the issues remain and still impact all communities and their populace.
We should ask the resolution be reaffirmed with an amended “Be It Resolved” statement.

2. Delegates:

Delegates attending the NWTAC are approved by motion of Council in consideration of the cost associated and as it is the will of Council to decide who delegates and votes on their behalf.

The NWTAC has confirmed that the following are registered as per the 2023 AGM that was postponed at the early bird rate (\$250 – compared to regular rate of \$350) – they have indicated that a replacement could fill former Councillor Jay Macdonald’s spot.

Fred Daniels - Mayor
 Dana Fergusson - Councillor
 Dianna Korol - Councillor
 Jay Macdonald - Councillor
 Kevin Campbell - Councillor
 Leonard Tuckey - Councillor
 Mike Couvrette – Councillor

The cost per day with breakfast(\$28.10), lunch(\$34.10), dinner(\$72.95), incidentals(\$17.30) per Councillor would be: \$152.45 x 3 days, totalling \$457.35

The cost to drive to Hay River and return to Fort Smith:
 272kms x \$0.705 = \$191.76 (one-way) x2 = \$383.52

Three Councillors have expressed interest in attending the 2024 NWTAC AGM:

D/M Korol, Cr. Couvrette, and Cr. Fergusson.

These three Councillors have 2 bedroom suites at the Cambridge Suites booked for the nights of February 28th – March 2nd. The cost per night per suite is:

\$271.95 x 4 nights = \$1087.80 per Councillor

In consideration of the suites being 2-bedroom, there is opportunity to double up Councillors per suites. Since booking Cr. Campbell had also expressed interest in attending but an additional suite is not booked and hotel rooms are limited or gone.

Total approximate expense per Councillor to attend the 2024 AGM:

\$250 Registration Fee (not yet paid)

\$457.35 Meals and Per Diems

\$383.52 Travel (to and from Hay River)

\$1087.80 2-bedroom suite per Councillor

\$2,178.67 per Councillor

For the three Councillors with rooms booked - \$6,536.01

If the Council Travel budget for 2024 remains the same as 2023, the total annual budget is: \$13,500. (A reduction from the \$15,000 Council Travel budget in 2022).

Additionally, the Mayors and Chief's Bootcamp is on February 28th and there would be an extra day of expenses for attendance.

Recommendation:

That Councillors _____ be approved to attend the 2024 NWTAC on February 29th to March 2nd, 2024 in Hay River.



TOWN OF FORT SMITH

Post Office Box 147, Northwest Territories, X0E 0P0

March 30th, 2023

NWT Association of Communities
#200, 5105-50th Street
Yellowknife, NT X1A 1S

Attention: Yvonne Flemming, Senior Finance Officer

Re: Town of Fort Smith Resolutions for the 2023 NWTAC Annual General Meeting

TITLE: Senior Citizen & Vulnerable People Emergency Services and Shelters - 1 of 3

WHERE AS: in the vast majority of the communities in the NWT there are significant gaps in the availability of and access to emergency services response for senior citizens and other vulnerable peoples who may find themselves homeless or requiring emergency assistance services to ensure their own wellbeing.

AND WHERE AS: although the Government of the NWT and the 19th Legislative Assembly identified this issue as one of its priorities, the level of access to services in communities is declining and in many instances support facilities and services are being curtailed or shuttered.

BE IT RESOLVED: that the 19th Legislative Assembly immediately take action to have the appropriate departments undertake a review of service levels and access to services for emergency services offered to senior citizens and vulnerable persons in all NWT communities and that this review will be completed by the end of the term of this government.



TOWN OF FORT SMITH

Post Office Box 147, Northwest Territories, X0E 0P0

TITLE: NWT Mental Health Issue Responses – 2 of 3

WHERE AS: The Minister of Health sacknowledged that there is a Mental Health Crisis within the NWT that was further heightened by the Covid-19 pandemic shut-ins and by an extensive gap in counselling services throughout the communities across the NWT;

AND WHEREAS: In the majority of the cases and more specially in the communities, the initial response to mental health issue calls is by the RCMP or local bylaw enforcement officers whose only tool to respond to these complicated mental health issues is incarceration at the detachment or in larger communities' confinement at a health centre.

BE IT RESOLVED: that the GNWT prioritize the resources and funding solutions to allow for measured responses to mental health issues calls in accordance with new policies and practices such as ride-alongs by qualified social services/wellness workers and other innovative response tools.

2023 NWTAC Annual General Meeting Resolution – 3 of 3

TITLE: NTPC Resolution – 3 of 3

WHERE AS: The Government of the NWT has committed to the 2030 Energy Strategy which outlines long term secure and sustainable energy outcomes that reduces green house gases allowing communities to reduce fossil fuel dependency realizing renewable energy sources.

BE FURTHER RESOLVED: that the GNWT prioritize the 2030 Energy Strategy and make NTPC accountable for the infrastructure shortfalls to allow communities to access renewable energy sources.

Resolution			GNWT Dept.	GNWT Response
No.	Title	Text		
RA- 23-22-01	Expand the Rural and Remote Stream of the Reaching Home Program	WHEREAS approximately 31% of the population of Canada lives in communities of 30 thousand or less and yet the Rural and Remote funding allocation is about 6% of the overall Reaching Home annual budget; and WHEREAS research from Canada and the US indicates that while homelessness is prevalent in rural and remote communities, it remains significantly underfunded; and WHEREAS this chronic underfunding means that the infrastructure is not in place in rural communities to enable them to jump on capital opportunities such as the Rapid Housing Initiative; and WHEREAS the National Housing Strategy has five streams of funding under the Reaching Home program designated for communities with populations above 25k; therefore, be it RESOLVED That the Federal Government increases the amount of the Rural and Remote stream of the Reaching Home program from its current level of \$11 million per year to \$50 million per year; and be it further RESOLVED That the Federal Government gather data on rural housing and homelessness, including via the implementation of a national homelessness count for rural and remote communities; and be it further RESOLVED That the Federal Government ensure that updates to the National Housing Strategy include measures to set aside meaningful funding for the provision of social and affordable housing in rural and remote communities.	Housing NWT	The GNWT supports the request for expanded federal funding, in the form of the rural and remote stream of the Reaching Home Program and continues to advocate for funding directed to benefit the whole of the Northwest Territories. Housing NWT is cognizant of the acute challenges and limited funding available to support members in remote, rural communities who are presently homeless or are at risk of homelessness and welcomes greater support from the federal government for our most vulnerable community members. NWTAC Resolution Committee Recommends RE-AFFIRM.
RA-23-22-02	Canada Community-Building Fund (Gax Tax Fund) Renewal	WHEREAS the Canada Community-Building Fund (CCBF), which was formerly known as the federal Gas Tax Fund, provides \$2.2 billion in annual capital funding directly to municipalities through a predictable allocation mechanism; and WHEREAS Municipalities of all sizes use the CCBF to deliver direct results for Canadians by building and renewing core public infrastructure, including water infrastructure, local roads, public transit and community, cultural and recreational facilities; and WHEREAS in Budget 2019 and Budget 2021 the federal government leveraged the CCBF as a proven mechanism to deliver infrastructure funding quickly by doubling the value of the fund in those years; and	MACA	A permanent increase to the annual CCBF allocation for the territories is the most reliable and sustainable option to meaningfully address municipal needs in the north. The current Canada-NWT Administrative Agreement for the CCBF (formerly the Gas Tax Fund) expires on March 31, 2024. Canada has not yet initiated any discussions about renewal of the agreements. The GNWT has been engaging the Governments of Nunavut and Yukon to identify common pressures, themes and linkages to Canada’s Arctic and Northern Policy Framework to support strategic engagement and federal funding advocacy, including renewal of the CCBF.

		WHEREAS each <i>Administrative Agreement on the Federal Gas Tax Fund (2014-2024)</i> signed between the federal government and the provinces and territories is scheduled for renegotiation and renewal by April 1, 2024; Infrastructure Canada is leading a renewal engagement process with the aim of securing agreements in principle by September 2023; the scope of the CCBF renewal process includes decisions on signatories and program delivery partners, data collection and reporting and public communications, among other important program design considerations; and WHEREAS reforms are needed to ensure that the Fund’s growth and volume maintain pace with Canada’s economic growth, the historic increase in construction prices, and the historic growth of federal sales tax revenues; and WHEREAS the Government of Canada’s Arctic and Northern Policy Framework acknowledges longstanding inequalities in transportation, energy, communications, employment, community infrastructure, health and education continue to disadvantage people, especially Indigenous peoples, in Canada's Arctic and North; and WHEREAS Infrastructure Canada’s practice of applying the current 2 percent index at \$100 million increments has caused municipalities to receive less funding than allocated: and WHEREAS Budget 2022 signalled the federal government’s intent to tie CCBF funding to actions by provinces, territories, and municipalities to increase housing supply where it makes sense to do so, marking an important new direction for the Fund; now, therefore, be it RESOLVED that the federal government ensure that municipalities are meaningfully engaged in the development of the 2024-2034 Canada Community-Building Fund agreements through FCM and provincial and territorial municipal associations; and be it further RESOLVED that the 2024-2025 Canada Community-Building Fund agreements modernize this critical municipal funding program by increasing the indexation from 2 percent to 3.5 percent annually, by eliminating the current practice of applying the index at \$100 million increments, and permanently triple the current funding allocation for the three Territories.		In renewal discussions, the GNWT will advocate for an ongoing funding increase for community governments in the NWT under the CCBF in the new agreement. NWTAC Resolution Committee Recommends RE-AFFIRM.		
Resolution			GNWT Dept.	GNWT Response		
No.	Title	Text		2020	2021	2022

RA-23-21-01	Amendment to Disaster Assistance Policy – Solid Waste Management Facility Fires	WHEREAS NWT communities that are responsible for operation and management of a municipal solid waste management facility will not have adequate financial resources to support the cost of extraordinary, emergency firefighting and associated environmental protection related activities during a community solid waste management facility fire. WHEREAS the cost of firefighting and environmental protection activities associated with a solid waste management facility fire will not be adequately covered through Northern Communities Insurance Program. WHEREAS increasing environmental regulations are equating to significant costs associated with emergency firefighting and associated air quality and water quality monitoring and mitigation. WHEREAS the GNWT has recently ruled that a disaster classification requires proof of widespread damage that affects a significant number of people’s properties. WHEREAS the GNWT has recently ruled that environmental contaminants resulting from a significant solid waste management facility fire do not represent a risk to the health, safety and welfare of residents. THEREFORE BE IT RESOLVED that the NWT Association of Communities urge the Government of the Northwest Territories to recognize extraordinary, emergency fires at solid waste management facilities as a potential disaster that can lead to significant municipal property destruction, significant	MACA	N/A – Resolution was introduced in 2021.	GNWT policies are designed to ensure that our decisions are consistent and fair, while taking into account the needs of residents and communities across the Northwest Territories. It is important that we follow our own policies when we make our decisions. The Disaster Assistance Policy provides guidance to how the GNWT may provide financial assistance to community governments, small businesses, or residents of the Northwest Territories who have suffered widespread damage as a result of a disaster. The intent of the Disaster Assistance Policy is to ensure overall community recovery in terms of infrastructure, essential services and functioning after a disaster. It is not a compensation program and it is not an insurance policy to recover actual losses. The Policy outlines that appropriate and reasonable measures to prevent and minimize damage should be taken by community governments, small businesses and residents. As part of the policy changes made by the Department effective April 1, 2007, communities are expected to establish a reserve to provide for unanticipated events; and were given additional authority and increased resources through the Community Public Infrastructure Fund and the Gas Tax Program to provide additional capacity to deal with emergency situations. The Policy has been in place since 1981, and was last reviewed in 2005 with no change in the definitions since that time.	The GNWT remains committed to developing policies that ensure that decisions are consistent and fair, while taking into account the needs of residents and community governments. It is important that the GNWT follow its own policies when decisions are made. The Disaster Assistance Policy has been in place since 1981 and was updated in 2022 to help the GNWT better meet the intent of the Policy, which remains unchanged. Amendments to the “Definitions” section align with the Policy’s principles and provide clarification as to what constitutes an eligible emergency and what is excluded. They exclude emergencies that affect a single sector or property; as such solid waste management facility fires are not eligible under the DAP. Community governments should take appropriate and reasonable measures to plan for, and to prevent and minimize damage. It is recommended that communities take a proactive approach to identify and address issues within their solid waste facilities to reduce the likelihood of future incidents occurring. Most recently through the Investing in Canada Infrastructure Program 28 communities are receiving funding to improve their solid waste facilities and incorporate best practices for solid waste management.
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		environmental damage, and put peoples’ health, safety and welfare at risk. BE IT FURTHER RESOLVED that the GNWT’s Disaster Assistance Policy be updated to include the specific indication that extraordinary, emergency solid waste management facility fires can be considered a disaster. BE IT FURTHER RESOLVED that the GNWT’s Disaster Assistance Policy’s maximum assistance payable be increased from \$100,000 to \$1,000,000 to more appropriately cover the costs associated with or prevention of a community disaster. BE IT FURTHER RESOLVED that the fiscal status of the community should have no bearing on the eligibility or amount of coverage under the GNWT Disaster Assistance Policy.			The GNWT carefully considered the request by the Town of Hay River. A review of the circumstances of the Hay River landfill fire concluded that the event did not meet the criteria as set out in the Policy. Dump fires are not typically covered by disaster assistance in other jurisdictions and are not eligible under the federal Disaster Financial Assistance Arrangements. There is no history in the Northwest Territories of the Disaster Assistance Policy being used for this type of incident. A review and modernization of the Disaster Assistance Policy by the department is being considered in the context of the 2021 flooding season.	MACA also continues to support community governments by providing training on solid waste management and can provide specialized expertise and is available to work with community governments upon request. MACA encourages community governments to participate in other training and educational opportunities such as those offered through the Solid Waste Association of North America (SWANA)’s Northern Lights Chapter (e.g. Landfill Fire Training). MACA will continue to work with community governments to explore opportunities to support their ongoing solid waste program needs and proactively find solutions for preventing future solid waste site incidents. NWTAC Resolutions Committee Recommendation: RE-AFFIRM – Some recent improvements in terms of amounts allocated for flooding to be in alignment with federal policy.
RA-23-21-02	Property Tax Forgiveness When Property is Destroyed by Fire	WHEREAS in the event that an improvement is damaged or destroyed by fire and the damage or destruction is so significant as to render the taxable property unfit for further use or occupation, the Property Assessment and Taxation Act grants the Council of a municipal taxing authority to enact a by-law to reduce or rebate a portion of the property taxes, upon application by the assessed owner;	MACA	N/A – Resolution was introduced in 2021.	MACA is undertaking a review of the <i>Property Assessment and Taxation Act</i> legislation and its corresponding policies and procedures in order to bring forward a Legislative Proposal during the 19th Legislative Assembly. A number of issues have long been identified with the Act, which have led to a lack of clarity, administrative challenges, inconsistent application and potential complaints. This issue was brought forward by the municipal taxation authorities. Senior	MACA is using a phased approach to advance amendments to the <i>Property Assessment and Taxation Act</i> (PATA). The first phase is addressing known administrative issues such as increasing the terms of appointments for members of both the Municipal and Territorial Boards of Revisions, while the second phase is intended to address more complex issues of property taxation and authorities such as the writing off

		AND WHEREAS the ability to reduce or rebate a portion of the property taxes when fire damages or destroys an improvement and renders it unfit for further use is a reasonable action; AND WHEREAS the current requirement to enact a by-law to effect the reduction or rebate of a portion of the property taxes under these circumstances introduces additional burden and potentially significant time delays, and unnecessarily brings public attention to what can be a very personal tragedy; AND WHEREAS the reduction or rebate of a portion of the property taxes on a specific property under these conditions is largely prescriptive and can be achieved administratively without requiring policy direction from the Council of a municipal taxing authority; NOW THEREFORE BE IT RESOLVED THAT the Northwest Territories Association of Communities urge the Government of the Northwest Territories to consider amending the Property Assessment and Taxation Act to enable the Senior Administrative Officer of a municipal taxing authority to approve, upon application by the assessed owner, the reduction or rebate of a portion of the property taxes when an improvement is damaged or destroyed by a fire that has rendered it unfit for further use or occupation.			Administrative Officers identified this during stakeholder engagement. A phased approach to amend the Act is planned, in order to prioritize some of the less complex administrative issues before other more complicated or technical areas of the legislation. As part of the legislative review process, MACA will be taking into consideration those areas of the Act that may present regulatory hardship to affected community governments. MACA is completing preliminary research to further determine issues related to assessment which may require legislative or administrative solutions. MACA is also reviewing other property assessment legislation in Canada to identify common practices in property assessment and taxation and how these practices can be adapted to best fit our unique challenges and needs.	property tax debt. Bill 66, <i>An Act to Amend the Property Assessment and Taxation Act</i> addresses the first phase amendments, and was introduced and received First and Second Reading in the Fall sitting of the 19th Legislative Assembly (November 2022). MACA anticipates that Bill 66 will receive Third Reading in the Winter session (February/March 2023). MACA has established a Working Group to advance phase 2 that includes the departments of Lands and Finance, Local Administrators of Government of the NWT and the NWT Association of Communities. Given the complexity of taxation law, MACA has contracted a lawyer with expertise in taxation law to conduct research on the identified issues and propose recommendations for legislative amendments. NWTAC Resolutions Committee Recommendation: RE-AFFIRM – NWTAC has been contacted to begin review of amendments to the Act.
RA-23-21-03	Accessibility Legislation	WHEREAS accessibility in Canada is about creating communities, workplaces and services that enable everyone to participate fully in society without barriers.	MACA/INF	N/A – Response was introduced in 2021.	The Standing Committee on Government Operations (SCOGO) Report on the Review of the 2018-19 Human Rights Commission Annual Report referred to the National Building	MACA established a Working Group consisting of representatives from the Department of Infrastructure and Housing NWT to advance amendments

	WHEREAS according to the 2017 Canadian Survey on Disability, more than 6 million Canadians aged 15 and over (22% of the population) identify as having a disability WHEREAS the Canadian Charter of Rights and Freedoms protects a number of our rights and freedoms, including banning the discrimination of people with a mental or physical disability. WHEREAS the Canadian <i>Human Rights Act</i> and the Northwest Territories <i>Human Rights Act</i> prohibits the discrimination or harassment of people on a number of grounds, including disability. WHEREAS the provinces of Ontario, Nova Scotia and Manitoba have provincial accessibility legislation and British Columbia has introduced provincial accessibility legislation; WHEREAS the <i>Accessible Canada Act</i> received Royal Assent on June 21, 2019 and came into force on July 11, 2019 and many provinces are expected to adopted mirroring legislation; WHEREAS Canada joined the United Nations (UN) <i>Convention on the Rights of Persons with Disabilities</i> in 2010. The Convention protects and promotes the rights and dignity of persons with disabilities without discrimination and on an equal basis with others. WHEREAS Courts and Human Rights Tribunals have determined that meeting the <i>National Building Code</i> is not always adequate for individuals and building owners to ensure they are meeting accessibility requirements under Human Rights Acts.			Code concerning accessibility. The Commission is concerned about the lack of requirements set out in the National Building Code and what is considered an accessible space. SCOGO recommended that the GNWT investigate and take the necessary steps to solve the issues and remove the steps between the NBC and the <i>Human Rights Act</i>. The Department of Municipal and Community Affairs (MACA) worked with the Department of Infrastructure to develop a response to the SCOGO recommendation. The GNWT response to all the recommendations was tabled in the Legislative Assembly during the February-March 2021 session. MACA is advancing its review of the <i>Fire Prevention Act</i> and Regulations, which will include a discussion on which code compliance measures are most appropriate to protect residents. Within the current legislative environment, the GNWT is not mandated or resourced to provide incentives to developers to incorporate accessible designs. Should the discussion about the <i>Fire Prevention Act</i> shift towards broader building standards legislation, issues regarding accessibility and other Human Rights considerations in the context of the National Building Code would be considered.	to the <i>Fire Prevention Act</i>. In May 2022, MACA released the <i>Fire Prevention Act Discussion Paper: Review of the Fire Prevention Act and Consideration of Building Standards Framework</i> and a ‘What We Heard Report’ following analysis of the engagement on the discussion paper in August 2022. This report was used to develop Bill 67, <i>An Act to Amend the Fire Prevention Act</i> that is before the Legislative Assembly for review. Bill 67 was introduced and received First and Second Reading in the Fall sitting of the 19th Legislative Assembly (November 2022). MACA anticipates that Bill 67 will receive Third Reading in the Winter sitting of the 19th Assembly (February/March 2023). Although the Bill does not include specific amendments focused on accessibility, the GNWT anticipates adopting the 2020 Nation Building Code (NBC) via regulations in 2023. 2020 NBC makes several improvements with respect to accessibility. The accessibility of buildings is improved by revising the minimum dimensions of building elements to accommodate persons using various types of mobility devices and by increasing the visibility, detectability and ease of use of building elements by persons with reduced dexterity, vision or hearing. 2020 NBC introduces requirements for universal washrooms and shower rooms, for visible and audible feedback signals, and for tactile safety signage. More
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		WHEREAS there is no clear guidance for in the Northwest Territories on how to address accessibility in facilities and services. NOW THEREFORE BE IT RESOLVED THAT the Government of the Northwest Territories establish comprehensive accessibility legislation that enables all persons to participate fully in society without barriers by providing clarity of requirements and standards to be met throughout the Northwest Territories.			In addition to MACA, the review of the <i>Fire Prevention Act</i> will involve multiple other departments, including Infrastructure (INF), Education, Culture and Employment (ECE), Health and Social Services (HSS), the NWT Housing Corporation (NWTAC), and others who build and operate public infrastructure. There is no simple or quick solution for the issue of accessible design, and it remains a challenge faced by all Canadian jurisdictions. Implementation of accessible design in our current environment would include many stakeholders and decision makers and will require a cultural shift in the way our society approaches design and responsibilities for inclusive facilities. The GNWT aims to show leadership on this topic through the planning, design and construction of GNWT-owned infrastructure, but does not currently have a mandated role to play in the accessibility standards for private and municipal infrastructure.	pedestrian entrances and floor levels are also required to be accessible. NWTAC Resolutions Committee Recommendation: RE-AFFIRM – Above referenced review of the Fire Prevention Act did not include any amendments focused on accessibility.
DL-23-20-05	Day Homes in Social Housing	WHEREAS There is a shortage or absence of daycares and day homes within all NWT communities; AND WHEREAS This shortage of childcare is an impediment to many participating in the economy; AND WHEREAS This shortage of childcare is an impediment to recruitment and retention of staff in the communities; AND WHEREAS The provision of day home services is a complimentary activity for	ECE / Housing NWT	The Mandate for the GNWT for 2019-2023, identified the goal of increasing seasonal, part-time, and fulltime employment in small communities by amending the NWT Housing Corporation policies to allow appropriate home business opportunities within their units. Additionally, the Mandate also includes increasing availability and reducing the costs of childcare in communities by amending income	Increasing access to early childhood programs in the NWT is a priority for the Department of Education, Culture and Employment (ECE). As part of the Mandate of the 19th Legislative Assembly, ECE will review and amend existing policies and funding models for early childhood programs. Funding and resources available for early learning and childcare programs aim to support efforts to improve educational outcomes for all NWT children. ECE	Housing NWT and Education, Culture and Employment (ECE) continue to work collaboratively, to support the achievement of the 19th Legislative Assembly’s Mandate to amend housing programs, to allow for the delivery of licensed early learning and childcare programs. This work has included an evaluation of policies and procedures to see what options are available and is supported by a more comprehensive program and

		those who cannot work for various reasons including the provision of childcare for their own children; AND WHEREAS The hosting of day homes is currently not permitted in public housing; NOW THEREFORE BE IT RESOLVED THAT the NWT Housing Corporation revise their policies to permit the hosting of day homes within their units while still ensuring that they meet all other regulatory requirements.		assistance and housing programs to allow for the delivery of licensed childcare programs. With limited options for child-care in small communities, there has been an interest in changing those policies to allow Public Housing tenants to operate a Day-home business in their units. Allowing the operation of private businesses in Public Housing may be construed as subsidizing the operating costs of business operators, providing them an unfair advantage over competitors.	supports licensed early learning and childcare programs, including centre-based child day care facilities and family day homes, with funding that includes both grants and contribution agreements. Funding provided to early learning and childcare programs supports the development of early learning and childcare opportunities in NWT communities. In 2019-2020, funding streams available to licensed early learning and child care programs included: • Early Childhood Program Operating Subsidy; • New Child Care Spaces funding; • Health and Safety funding; • Supporting Child Inclusion and Participation funding; • Provider Enhancement Grant; • Technology Grant; and, • Cultural Resource Grant. Additional resources and professional development opportunities are provided to licensed early learning and childcare programs and early childhood educators who work in these programs. The GNWT is exploring ways to further support this sector. ECE has allocated \$8.9 million in the 2020-2021 Main Estimates for Early Learning and Child Care. This includes \$1.7 million for Supporting Child Inclusion and Participation. The Canada-NWT Early Learning and Child Care	policy review, as part of Housing NWT's strategic renewal. Access to licensed early learning and child care can support families in participating in education and employment opportunities that otherwise may be challenging to pursue. In small communities, licensed family day homes can provide sustainable access to early learning and child care programming while supporting early childhood development. ECE is working closely with Housing NWT on the development of a pilot program that is anticipated to support family dayhomes to be run out of Public Housing units in small communities. More details concerning the delivery of day homes in social housing will be provided when available. NWTAC Resolutions Committee Recommendation: DELETE Completed design and implementation for pilot project to allow for day homes in Public Housing in Particular communities.
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					Bilateral Agreement provides approximately \$2.5 million in federal funding for a total investment of \$11.4 million in 2020-2021. With limited options for child-care in small communities, there has been an interest in changing those policies to allow Public Housing tenants to operate a Day-home business in their units. Allowing the operation of private businesses in Public Housing may be construed as subsidizing the operating costs of business operators, providing them an unfair advantage over competitors. Currently, through its lease agreement, the Northwest Territories Housing Corporation (NWT HC) does not allow Public Housing tenants to operate For-Profit businesses in their Public Housing Units, except for the making of traditional arts and crafts. As with all family day homes, the residence must meet ECE’s licensing requirements. ECE has up to \$10K in Health and Safety funding to address renovations and/or retrofits required compliance with the legislation. ECE requires operators to have business liability insurance. The NWT HC and ECE are exploring options around operating licensed early learning and child care programs in Public Housing units. The NWT HC is willing to review Public Housing policies and procedures to see what options are available.	
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					The Mandate for the GNWT for 2019-2023, identified the goal of increasing seasonal, part-time, and fulltime employment in small communities by amending the NWT Housing Corporation policies to allow appropriate home business opportunities within their units.	
RA 23-20-06	Water and Sewage Policy	WHEREAS at the last LGANT meeting in Yellowknife, MACA officials presented its paper “Environmental Services Backgrounder”; WHEREAS the conversation between MACA officials and some SAOs revealed the possibility of major changes to MACA’s Water Sewage Policy; WHEREAS the conversation between the MACA officials and some SAOs at LGANT does not constitute proper or sufficient consultation with LGANT members; THEREFORE, BE IT RESOLVED that MACA arrange for full consultation and disclosure of changes prior to implementing its proposed changes to its Water Sewage Policy; BE IT FURTHER RESOLVED that the NWT Association of Communities immediately petition the GNWT Department of MACA to fully disclose its intention to amend its Water Sewage Policy and to consult with LGANT members prior to implementing its proposed changes to its Water Sewage Policy. BE IT FURTHER RESOLVED that the NWT Association of Communities immediately	MACA	Conversations between MACA and Senior Administrative Officers are not considered consultation or engagement, these conversations are to help inform MACA as the department starts to review changes to municipal funding policies. MACA will continue to review and work with the NWT Association of Communities (NWTAC) and LGANT to better understand the valuation methods and how to best measure changes over time. This will include updates to funding policies to clearly identify how funding is being provide and how the deficit will be calculated on an ongoing basis.	The Department routinely engages with community officials on all policies to review and address issues. As part of the 19th Assembly’s Mandate commitment to address the municipal funding gap, MACA will be updating the Community Government Funding Policies. The Department will continue to work with the NWT Association of Communities (NWTAC) and LGANT to discuss policy options and details and will engage before any final policy decisions are made.	MACA engages the NWTAC to obtain feedback on community government funding, including the preferred split for the \$5 million mandate investment between the three core funding pots (Operations and Maintenance, Water & Sewer, and Community Public Infrastructure). To date \$4.17 million has been approved, with the reminder pending the review of the 2023-24 Main Estimates. The GNWT is currently working with an Advisory Group comprised of members nominated by the NWTAC and LGANT to update the Community Government Funding policies and remains committed to amending these policies in 2022-23. NWTAC Resolutions Committee Recommendation: RE-AFFIRM –work of committee is underway.

		petition the GNWT Department of MACA to fully disclose its intentions to immediately increase O&M funding to all NWT municipal governments.				
RA-23-20-07	O & M Funding Levels	WHEREAS the GNWT MACA has been reviewing its funding formula; WHEREAS there is still a wide gap between funding needs and funding levels; WHEREAS most, if not all, municipal governments have been struggling with less than adequate funding from the GNWT; THEREFORE, BE IT RESOLVED that GNWT MACA arrange for full consultation and disclosure of its progress in finalizing the review of its funding formula; BE IT FURTHER RESOLVED that the NWT Association of Communities immediately petition the GNWT Department of MACA to fully disclose the results of the review of its funding formula. BE IT FURTHER RESOLVED that the NWT Association of Communities immediately petition the GNWT Department of MACA to fully disclose its intentions to immediately increase O&M funding to all NWT municipal governments.	MACA	The Department will work with the NWTAC to obtain their input on the preferred split for the \$5 million mandate investment between the 3 core funding pots (Operations and Maintenance, Water & Sewer, and community public infrastructure). With this mandate commitment, MACA is taking the opportunity to reassess the 2014 Municipal Funding Policy Review.	MACA has engaged with the NWTAC to obtain their feedback on all additional community government funding, including the preferred split for the \$5 million mandate investment between the three core funding pots (Operations and Maintenance, Water & Sewer, and Community Public Infrastructure). \$3.3 million has been added to Community Government Funding to date plus an increase of \$750,000 in Gas Tax Funding. MACA, along with the Federal Government has distributed over \$8 million, to community governments to support costs related to the COVID-19 pandemic. MACA will continue to work with all levels of government through established budget processes to seek funding opportunities to address the gap as well as continue to support communities to increase revenue generation and reduce operating costs.	MACA engages the NWTAC to obtain feedback on community government funding, including the preferred split for the \$5 million mandate investment between the three core funding pots (Operations and Maintenance, Water & Sewer, and Community Public Infrastructure). To date \$4.17 million has been approved, with the reminder pending the review of the 2023-24 Main Estimates. The GNWT is currently working with an Advisory Group comprised of members nominated by the NWTAC and LGANT to update the Community Government Funding policies and remains committed to amending these policies in 2022-23. NWTAC Resolutions Committee Recommendation: RE-AFFIRM - work of committee is underway.
RA-23-20-09	Infrastructure Shortfall	WHEREAS the 19th Legislative Assembly has tabled document 1-19(1) titled “Priorities of the 19th Legislative Assembly” wherein it directs Cabinet to work in partnership with governments to implement its 22 priorities which explicitly includes “Reduce the municipal funding gap”.	MACA	The Department will work with the NWTAC to obtain their input on the preferred split for the \$5 million mandate investment between the 3 core funding pots (Operations and	The Department has engaged with the NWTAC to obtain their feedback on all additional community government funding, including the preferred split for the \$5 million mandate investment between the three core funding pots (Operations and Maintenance, Water &	MACA engages the NWTAC to obtain feedback on community government funding, including the preferred split for the \$5 million mandate investment between the three core funding pots (Operations and Maintenance, Water &

	Within the Cabinet’s Guiding Principles, tabled document 3-19(1) titled “Cabinet’s Guiding Principles – 19th Legislative Assembly”, among the six guiding principles it states; • <i>We will promote personal and community self-sufficiency.</i> <i>We recognize that being able to make and implement decisions for ones’ self is a fundamental part of individual dignity and self-confidence. When we make decisions about GNWT policies, programs and services, we will choose those options that give people and communities the support they need to develop their own capacity and skills to choose and direct their own futures.</i> WHEREAS GNWT Department of Municipal and Community Affairs identified a \$39.2 million Community Infrastructure Funding shortfall in 2014, and more recently for the 2019 fiscal year end, identified the gap to be about \$30 million; WHEREAS the 18th Legislative Assembly tabled the 2020/2021 Capital Estimates, <i>Aug 2019 – TD-511-18(3)</i> with approved infrastructure investments of \$398.6 million for the 2020-21 fiscal year. WHEREAS less than 10% of the budgeted infrastructure expenditure (capital estimates) would fund the identified Community Infrastructure funding shortfall for municipalities, thus allowing community governments to invest in maintaining local infrastructure necessary to sustain and support basic community living requirements, promote long-term sustainability of community	Maintenance, Water & Sewer, and community pubic infrastructure). With this mandate commitment, MACA is taking the opportunity to reassess the 2014 Municipal Funding Policy Review.	Sewer, and Community Public Infrastructure). \$3.3 million has been added to Community Government Funding to date plus an increase of \$750,000 in Gas Tax Funding. MACA has also distributed over \$8 million to community governments to support costs related to the COVID-19 pandemic. MACA will continue to work with all levels of government through established budget processes to seek funding opportunities to address the gap as well as finding other ways to either increase revenue generation or reduce operating costs.	Sewer, and Community Public Infrastructure). To date \$4.17 million has been approved, with the reminder pending the review of the 2023-24 Main Estimates. The GNWT is currently working with an Advisory Group comprised of members nominated by the NWTAC and LGANT to update the Community Government Funding policies and remains committed to amending these policies in 2022-23. NWTAC Resolutions Committee Recommendation: RE-AFFIRM – work of committee is underway.
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		infrastructure and, to provide critical local economic stimulus. THEREFORE BE IT RESOLVED that the 19th Legislative Assembly prioritize its 2020/2021 and future years funding to eliminate the municipal Community Infrastructure shortfalls as identified by GNWT Department of Municipal and Community Affairs. BE IT FURTHER RESOLVED that the GNWT Department of Municipal and Community Affairs provide the members of the 19th Legislative Assembly with updated reporting that identifies the underfunding of critical infrastructure funding for municipalities.				
RA-23-20-10	NWT Education Reform	WHEREAS education is a powerful agent of change that can improve health and livelihoods, contributes to social stability and long-term economic growth and is essential to community well-being. And by recognising the power of education, policy makers can better address diverse societal challenges, which municipal governments increasingly have to contend with. AND WHEREAS the three-year education renewal action plan entitled "Education Renewal and Innovation Framework, Directions for Change" published in 2015 states, "The current approach to education is not producing the overall levels of student achievement that we need and should reasonably expect for the investments that are being made."; WHEREAS it was recognized in NWTAC Resolution 2019-14 that;	ECE	Improving student education outcomes to the same level as the rest of Canada is a priority of the 19th Legislative Assembly. In 2018-2019, the NWT education system was the subject of extensive review processes, both intern and external to the GNWT. During this time, ECE evaluated its Education Renewal and Innovation (ERI) Framework, which is the guiding strategic plan for the JK-12 education system. That same year, the Office of the Auditor General of Canada (OAG) reviewed NWT Early Childhood to Grade 12 Education. Both the Office of the Auditor General (OAG) audit and ECE's internal evaluation identified common improvements needed in the JK-12 system and program delivery.	In 2018-2019, the Department of Education, Culture and Employment (ECE) conducted a Formative Evaluation of the Education Renewal and Innovation Framework (ERI Evaluation). During the same time, the Office of the Auditor General of Canada (OAG Audit) of early childhood to Junior Kindergarten to Grade 12 (JK-12) education in the Northwest Territories (NWT). ECE has created a revised Action Plan for ERI that follows ECE's approach to improving student outcomes; first starting with actions that focus on quality early learning and child care, through to those actions that support a quality JK-12 education system. The actions are categorized into the following seven themes:	<u>Action Plan to Improve JK-12 Student Outcomes</u> The Action Plan to Improve JK-12 Student Outcomes includes actions that focus on quality early learning and child care, through to actions that support a quality JK-12 education system. Each identified action includes associated deliverables and timelines. This Action Plan has been the focus of ECE's work over the last two years, with an online Action Tracker providing the real-time status of each action. Two key actions within the Action Plan include: modernization of the <i>Education Act</i> and renewal of JK-12 school curriculum. 1. Education Act Modernization The approach to Education Act Modernization is collaborative and every effort is being made to be inclusive and

	- ECE has responsibility to provide essential and basic educational programming in the NWT to all communities; - It is recognized/acknowledged that there are deficiencies and lack of adequate programming and resources in many communities; - GNWT has identified a desire to improve public education in the NWT via Education Renewal and “Early Childhood Framework;” - Many residents of the NWT may lack the capacity to succeed at education, that the GNWT look at alternate programing; - Be it resolved that the Auditor General of Canada review education to ensure that all NWT residents have the capacity to successfully enter post-secondary upon graduation. WHEREAS the NWT’s Bureau of Statistics for “Highest Level of Schooling Attained” for the period of 2009 compared to 2019, do not show significant improvements in educational achievement for residents living outside of the NWT’s major centres. WHEREAS the GNWT expends 18.4% (\$ 332.1 million) of its annual operating budget on the delivery of educational programs across the NWT. THEREFORE BE IT RESOLVED that the GNWT take immediate steps to undertake a comprehensive evaluation of the NWT’s	The OAG Report and the internal ECE evaluation both found: - key achievement gaps have persisted, especially for students in small communities; - a need to focus on more equitable programming; - system that is overstretched and needs to refocus its priorities; and - need to monitor our system to determine whether the work we are undertaking is making any difference to close the achievement gap. The OAG report and ECE evaluation also had common recommendations for improvement. These improvements included changes to the approach to funding NWT education bodies and schools, changes in program delivery, and continued monitoring and adjustments to the NWT Inclusive Schooling Directive and Policy. ECE is developing an Action Plan in response to the recommendations received from both reports. However, the NWT education system operates in a complex, shared governance environment guided by the NWT Education Act, which has not seen major revisions or updates since the 1990s. As a critical first step toward improving	- Theme 1: Quality Early Learning and Child Care - Theme 2: Workforce Development and Capacity Building - Theme 3: Curriculum and Student Assessment - Theme 4: Student Supports - Theme 5: Training, Developing and Support for School Employees - Theme 6: Governance - Theme 7: Monitoring and Evaluation For each of the relevant actions listed within these themes, the associated deliverables and timelines expected to complete those actions are included. Two key actions within the Action Plan are the modernization of the Education Act and the renewal of NWT JK-12 school curriculum. 1. Education Act Modernization A modernized Education Act has the goal of increasing student education outcomes to the same level as the rest of Canada by providing: - Clarity about the Minister’s authority to ensure appropriate accountability for student outcomes through the education system; - Clarity about the education bodies’ accountability for improving student outcomes; - An appropriate governance structure for the JK-12 system	responsive as changes to the legislation are considered. Based on what we heard through engagement with Indigenous governments, education bodies, stakeholders and the public, the Education Act Modernization Project is continuing as a two-phased project. Phase 1 will address technical challenges in the education system, clarifying authorities and enabling Ministerial access to education system information to evaluate student outcomes. This phase is committed to address issues that were acknowledged as needing immediate attention or received no significant comments of concern during the engagement period, and that have been identified during past OAG audits as impeding the ability of the current education system to improve student outcomes. Amendments will be brought forward in 2023. Phase 2 will take more time and will continue into the 20th Legislative Assembly. Through the first round of engagement, it was clear that more conversation and collaboration is needed about how Indigenous governments and communities across the NWT can lead and participate in the governance of a system that will educate future generations. 2. JK-12 Curriculum Renewal In December 2021, the NWT made the decision to transition to the use of the British Columbia’s curriculum and assessment tools.
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	educational programs delivery model by conducting an Institutional and Organizational Assessment (1) (IOA) encompassing but not limited to, early childhood development, primary and secondary education (JK to grade 12) and, post-secondary education to assess the overall program efficiency, effectiveness and delivery. BE IT FURTHER RESOLVED that the IOA be undertaken by an independent party prior to any further significant reorganization of educational program delivery or significant investments in new infrastructure for educational program delivery. (1): Institutional and Organizational Assessment (IOA) model, developed by International Development Research Centre (IDRC Canada) In the IOA model, performance is defined in terms of the organization’s effectiveness (mission fulfillment), efficiency (accuracy, timeliness and value of service and program delivery), ongoing relevance (the extent to which an organization adapts to changing conditions and its environment), and financial viability. The model also presents an approach to assessing the three underlying forces that drive performance: the capacities of an organization, its external environment, and its internal context or motivation.	student outcomes, ECE will undertake a major legislative modernization project as committed in the Mandate of the GNWT, 2019-2023. ECE has initiated the research, planning and analysis required to develop a new Education Act, with a view to bringing forward a Legislative Proposal in the 19th Legislative Assembly. There are several components to the project, including: • Legislative Proposal research and analysis; • Communications and Consultation Strategy; associated engagement and reporting; • Indigenous Government Engagement Strategy; associated engagement and reporting; and, • Produce Legislative Proposal for submission to Cabinet. Concurrent with the work on the Legislative Proposal, ECE will implement its Action Plan in response to the OAG review and ERI evaluation to improve student outcomes. This Action Plan be implemented in the 2020-2021 school year and will include a more streamlines strategic planning process for the JK-12 education system are working towards the same goals and reporting publicly	that recognized the rights of Indigenous governments, and supports the future delivery of education programs by Indigenous governments; • A balance between coordinated education system requirements, and the need for communities to have a voice in the delivery of education programs; • Structure, resources, and necessary flexibility for the provision of language and cultural programing. ECE has begun engagement with Indigenous Governments, other education partners, stakeholders and the public between mid-March and June 30, 2021 toward the development of a Legislative Proposal for a new or revised Education Act. 2. JK-12 Curriculum Renewal The current JK-12 curriculum is becoming out of date and is in need of renewal. Currently, the NWT uses curriculum from a variety of western provinces, but the high school curriculum is predominantly from Alberta with ECE producing specific northern-based curriculum. With Alberta changing their direction in curriculum development, ECE has begun formal engagement with key NWT education partners, including Indigenous governments, education bodies, and the NWT Teachers’ Association (NWTTA), to gather feedback and input of the renewal of the	In October 2022, the timeline for Implementation was released to outline when the curriculum will be introduced to students over the subsequent five years, beginning in the 2023-2024 school year. ECE staff have begun to form working groups with education body staff, including teachers where appropriate, to tackle the next steps in the renewal of the school curriculum. The focus of the work of Curriculum Renewal in the 2022-2023 school year is planning for implementation and transition to the new curriculum. Key pieces of this work include: • Minimum Graduation Requirements – to be completed by February 2023 • Teacher Training Plan – to be completed by March 31, 2023 • Adaptation of the BC curriculum – drafts for Grades 4-6, and 9 to be completed May 2023 • Student Assessment Renewal Plan - to be completed by June 2023 • Student Information Systems and Operations Updates – ongoing throughout the entirety of the project. ECE is currently engaging with key education partners and Indigenous Governments for their feedback on the implementation planning topics above,
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				on the same performance indicators.	NWT JK-12 school curriculum and the possibility of exploring a new provincial partnership. ECE remains cognizant that the development and implementation of this Action Plan is just one step toward improving student outcomes. If this Action Plan is to be successful, education bodies, Indigenous governments and organizations, communities, educators, families, and students themselves must have a role to play in improving student outcomes in the NWT.	which are required to support a successful transition. A detailed communications plan has been developed to provide information territory-wide that coincides with the completion of key pieces of work, as well as targeted communications to provide important information specific to key education stakeholders as and when necessary. ECE remains cognizant that the development and implementation of this Action Plan is just one step toward improving student outcomes. If this Action Plan is to be successful, education bodies, Indigenous governments and organizations, communities, educators, families, and students themselves must have a role to play in improving student outcomes. <u>Post-COVID Support for JK-12 Education</u> As education systems move from a state of emergency response to a lengthy period of recovery, the focus in the education system is shifting to helping students recover from disruptions to instruction that occurred during the pandemic. As with other Canadian jurisdictions, there are substantial data gaps in assessing COVID-19’s impact on NWT students, as attendance and attainment levels were hampered during the pandemic. The GNWT continues to assess and support the needs of educators and students, including needs directly related to the impacts of the pandemic.
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						Since August 2022, ECE has been maintaining a COVID-19 Impact Indicators Report on the JK-12 Education System: a living document that provides a comprehensive assessment of the pandemic impact on the NWT JK-12 education system and guides the system’s shift to helping students recover from COVID-19-related disruptions. In the coming years, ECE anticipates that grades, test results, and graduation rates will be lower than in pre-pandemic years. Further research is required to provide a more comprehensive analysis of the impact of the pandemic on the education system. NWTAC Resolution Committee Recommendation: RE-AFFIRM – work of committee is underway.
DL-23-20-12	Reinstate the Public Boards of Aurora College & the NWT Power Corporation	WHEREAS The Government of the Northwest Territories in all its services, organizations and corporations exist to serve the needs and directions of the residents of the Northwest Territories; and WHEREAS engaged public boards of governance are an essential component of a healthy democracy and representative of a Government that is interested in listening, and acting in the best interests of its residents, by following the directions and feedback of its public; and WHEREAS The Members of the 17th & 18th Assembly of The Government of the	ECE/ EIA	The GNWT committed to transform Aurora College into a polytechnic university. This will require changes to the Aurora College governance system to ensure it is effective, efficient, sustainable, and operating with the appropriate level of autonomy from the GNWT. New legislation will be introduced to allow the new board to lead Aurora College at arm’s length and then to run a degree-granting polytechnic university at arm’s length. An implementation plan describing major transformation activities, including timelines around the reinstatement of an Aurora College	EIA The NTPC Board continues to function, as public officials have been appointed to replace previous Board members. This permits the NTPC Board to function as required, provides the NTPC with guidance that is aligned with the priorities of the NWT, and ensures that the NTPC Board reports to the Minister. Further, the current appointments are an interim measure that allows the NTPC to function with greater accountability to its shareholder, the GNWT, while solutions to NTPC governance challenges are examined.	The GNWT expects a decision regarding the NTPC governance structure in early 2023. The GNWT committed to transform Aurora College into a polytechnic university. This required changes to the Aurora College governance system to ensure it is effective, efficient, sustainable, and operating with the appropriate level of autonomy from the GNWT. New legislation was introduced to allow the new board to lead Aurora College at arm’s length and then to run a degree-granting polytechnic university at arm’s length.

		Northwest Territories Dissolved the public boards of Aurora College, The NWT Power Corporation, all Community based Health and Social services Authorities Boards; and WHEREAS Effective boards are those that are empowered with independence and made up of members with equity involvement in the successful operation of services. One that can act with respect, and trust to the issues they face, but speak with candor and honesty as required; THEREFORE BE IT RESOLVED the NWTAC asks the Government of the Northwest Territories to immediately re-instate the public boards of The Northwest Territories Power Corporation and Aurora College.		Board of Governors will be released later this fall. The GNWT has engaged with Indigenous government partners, key stakeholders and the public about a proposed governance model to inform the development of proposed amendments to the Aurora College Act that will in turn allow for the reinstatement of Board Governance at Aurora College at the right time in the transformation process. The re-instatement of public boards for the Northwest Territories Power Corporation (NTPC) and Aurora College is the long-term goal of the GNWT. It cannot be rushed and there is careful planning that is required. For NTPC, consideration is being given to options for the governance of the NTPC, including the timing of a new or reconstituted board. The transformation of Aurora College into a polytechnic university is critical step for the evolution of post-secondary education in the NWT. The success of that system is dependent on the new polytechnic university being effective and sustainable. This means that the governance of the new polytechnic must be properly planned and implemented.	Consideration of a new governance structure is required to ensure the effective operation of the NTPC Board – a body for which the Government of the Northwest Territories is accountable to residents of the NWT. ECE The Aurora College Transformation Implementation Plan released in October 2020 provides a timeline for transformation milestones, including amendments to the <i>Aurora College Act</i> in October 2021 and the re-establishment of the Board of Governors in September 2022. The GNWT has engaged with Indigenous governments, key stakeholders and the public on a governance model which will inform proposed amendments to the <i>Aurora College Act</i>. Amendments will support the re-establishment of the Aurora College Board of Governors and development of an effective, efficient and sustainable institution.	Applications for Board members closed in October 2022. NWTAC Resolutions Committee Recommendation: DELETE Aurora Board is established.
RA-23-20-13	Reinstate Local Health Authorities	WHEREAS The Government of the Northwest Territories in all its services,	HSS	The current model with Regional Wellness Councils offers communities and regions the	The Yellowknife Regional Wellness Council (RWC) serves as an advisory body to the Northwest Territories Health	There are Regional Wellness Councils in each of the following regions – Beaufort

	organizations and corporations exist to serve the needs and directions of the residents of the Northwest Territories; AND WHEREAS engaged public boards of governance are an essential component of a healthy democracy and representative of a Government that is interested in listening, and acting in the best interests of its residents, by following the directions and feedback of its public; AND WHEREAS The Members of the 17th & 18th Assembly of The Government of the Northwest Territories Dissolved the public boards of Aurora College, The NWT Power Corporation, all Community based Health and Social services Authorities Boards; and AND WHEREAS Effective boards are those that are empowered with independence and made up of members with equity involvement in the successful operation of services. One that can act with respect, and trust to the issues they face, but speak with candor and honesty as required; THEREFORE, BE IT RESOLVED the NWTAC ask the Government of the Northwest Territories to immediately re-instate the community based local health authorities and empower them with the necessary resources to help solve the many issues plaguing community-based health and social services delivery.	opportunity to offer input and have a say in the development of a territorial system to ensure regional needs and priorities are reflected. The Chair of the Regional Wellness Council sits on the NWT Health and Social Services Leadership Council and can advocate and make recommendations and decisions for change/actioning at the territorial level. One of the primary reasons for moving to this current model was that under the old system of community/regional boards of management, each community/regional board developed at its own pace but it also resulted in uneven level of services, extreme challenges in recruiting personnel, and fragmentation of the entire health and social services system. Additionally, communities and regions lacked the opportunities to have a say in the development of territorial programming on issues like medical travel and addictions services. Community support for the Regional Wellness Council and, in turn, the Northwest Territories Health and Social Services Leadership Council will strengthen the progress towards system transformation and ensure consistency of health and social services delivery to every resident	and Social Services Leadership Council. The RWC provides advice regarding health and social services, priorities under the territorial health and social services plan, and the promotion of health and wellness. The RWC plays a role in ensuring that the concerns and input from the public are addressed and used to inform the delivery of services. The Chair of the Regional Wellness Council sits on the NWT Health and Social Services Leadership Council and can advocate and make recommendations and decisions for change/actioning at the territorial level. Regional Wellness Councils are made up of members of the public and are from the communities served by the Regional Wellness Council. Community support for the Regional Wellness Council and, in turn, the Northwest Territories Health and Social Services Leadership Council will strengthen the progress towards system transformation and ensure consistency of health and social services delivery to every resident in the NWT.	Delta, Sahtu, Yellowknife, Dehcho, Hay River and Fort Smith. This governance structure is legislated under the Health Insurance and Health and Social Services Administration Act. The Chair of each of the Regional Wellness Council sits on the NWT Health and Social Services Leadership Council along with an appointed member from the Tłı̄ch̄ Community Service Agency. The function of the regional chairs is to advocate and make recommendations and decisions for change/actioning at the territorial level. Community support for the Regional Wellness Council and, in turn, the Northwest Territories Health and Social Services Leadership Council will strengthen the progress towards system transformation and ensure consistency of health and social services delivery to every resident in the NWT. NWTAC Resolution Committee Recommendation: RE-AFFIRM: more work required on this issue.
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				in the NWT.		
RA-23-20-16	Building Code Act	WHEREAS at this time, the Northwest Territories (NWT) is the only jurisdiction within Canada without a regulatory building regime framework. Compared to our sister territories, the Yukon Territory and Nunavut, the NWT does not have any legislation that regulates construction in detail. The Yukon Territory has a <i>Building Standards Act</i> and Nunavut has a <i>Building Code Act</i>. The NWT does not have similar legislation, leading to an absence of clear building-related responsibilities for municipalities. WHEREAS through the <i>Cities, Towns, and Villages (CTV) Act</i>, CTV’s can choose to adopt by-laws to regulate the safety, health and welfare of people and the protection of people and property. Pursuant to this, the City of Yellowknife has chosen to create the Building By-law, that regulates local construction; however, the <i>CTV Act</i> does not formally define the building-related responsibilities and interconnection between the function of the Government of the Northwest Territories (GNWT) and tax based municipalities. WHEREAS a <i>Building Code Act</i> is different than a <i>Fire Prevention Act (FPA)</i>, and work on a <i>Building Code Act</i> should not be tied to the completion of the <i>FPA</i> review and update. Both Yukon and Nunavut have legislation regarding building codes and fire prevention. WHEREAS individuals and developers are often frustrated because they need to deal with multiple regulatory offices for building plans, electrical permits, construction,	MACA/ INF	Concerns about the absence of a robust code compliance system in the NWT to verify building safety for public occupancy in relation to the National Building Code & National Fire Code have been raised on several occasions, by municipal authorities, professional associations and the NWTAC. The GNWT is supportive of examining this issue with a view to improving harmonization among related regulatory functions and clarifying roles and responsibilities. MACA has committed to a review of the Fire Prevention Act (FPA) which includes the GNWT’s regulatory authority in this area through MACA’s plan review function. Stakeholder engagement conducted in 2017 on the FPA identified the plan review function as a topic requiring a focused dialogue. MACA is proposing to conduct a review of the Fire Prevention Act and the Fire Prevention Regulations during the term of the 19th Legislative Assembly. In considering the FPA, consideration needs to be given to the scope of the review - particularly with regards to broader building standards and the NWT regulatory compliance framework.	Concerns about the absence of a robust code compliance system in the NWT to verify building safety for public occupancy in relation to the National Building Code & National Fire Code have been raised on several occasions, by municipal authorities, professional associations and the NWTAC. The GNWT is supportive of examining this issue with a view to improving harmonization among related regulatory functions and clarifying roles and responsibilities. MACA is undertaking a review of the Fire Prevention Act during the 19th Legislative Assembly. Stakeholder engagement conducted in 2017 on the Act identified the plan review function as a topic requiring a focused dialogue. In considering the Act, consideration is being given to the scope of the review - particularly with regards to broader building standards and the NWT regulatory compliance framework.	In May 2022, MACA released the <i>Fire Prevention Act (FPA) Discussion Paper: Review of the FPA and Consideration of Building Standards Framework</i> and a ‘What We Heard Report’ was released in August 2022 following analysis of the engagement on the discussion paper. MACA recognizes that updates to the FPA do not fully address the need for a building standards framework, and there is strong support from the ‘What We Heard Report’ to advance building standards legislation as a legislative priority for the 20th Legislative Assembly. Further research and engagement with industry stakeholders and community governments, as well as a discussion on the GNWT’s mandate related to building standards legislation, will be needed before advancing this work. The GNWT will form a working group to determine whether building standards and inspections legislation can be introduced in the 20th Legislative Assembly. NWTAC Resolution Committee Recommendation: RE-AFFIRM: The absence of these Acts was flagged again for discussion under the Fire Protection Act Review.

		inspections and occupancy. By having a <i>Building Code Act</i>, the clarity on who is the ultimate authority and how regulatory requirements are interpreted would improve the terms for development considerably. NOW THEREFORE BE IT RESOLVED THAT that the Government of the Northwest Territories (GNWT) establish a comprehensive building regime for the purpose of providing regulatory clarity throughout the Northwest Territories.		A thorough understanding of the problem is crucial in helping to identify viable solutions.		
RA-23-20-17	Presumptive Coverage for Work-Related Psychological Injury (including PTSD)	WHEREAS Nunavut, Northwest Territories (NWT) and Quebec are the only jurisdictions in Canada without presumptive coverage for work-related psychological injury (including PTSD). WHEREAS in all jurisdictions with a PTSD presumption, the legislation states that, for eligible workers diagnosed with PTSD, their condition will be presumed to be related to their employment, unless the contrary is proven. NOW THEREFORE BE IT RESOLVED THAT the GNWT work with relevant stakeholders, including community governments, to update legislation to have presumptive coverage for work-related psychological injury (including PTSD).	WSCC	The WSCC actively monitors and considers policy trends within the worker’s compensation industry including specific issues such as presumptive coverage for work-related psychological injury. Although the terminology “presumptive” is not specifically incorporated into the WSCC Policy on Psychiatric and Psychological Disorders (03.09), the resulting application of the policy already provides for outcomes in line with other jurisdictions that specifically prescribe a presumption. For psychiatric and psychological disorders to be eligible for WSCC compensation they must be work-related, and they must be diagnosed by the most current version of the Diagnostic and Statistical Manual of Mental Disorders (DSM). To ensure protection of Human Rights, all injuries are treated fairly	No change: The coverage provided by the WSCC for psychiatric and psychological disorders is not restricted to any category of worker but is equally provided to all workers under the Workers’ Compensation Act. Our coverage, like other jurisdictions, is dependent on the psychiatric or psychological disorder being work-related and diagnosed through the DSM. These coverage factors already exist within WSCC policy regardless of the specific title “presumptive coverage”. Policy 03.09 Psychiatric and Psychological Disorders is again set to be reviewed by the Governance Council in September of 2022.	The coverage provided by the WSCC for psychiatric and psychological disorders is not restricted to any category of worker but is equally provided to all workers under the Workers’ Compensation Act. Our coverage, like other jurisdictions, is dependent on the psychiatric or psychological disorder being work-related and diagnosed through the DSM. These coverage factors already exist within WSCC policy regardless of the specific title “presumptive coverage.” In 2022, Policy 03.09 Psychiatric and Psychological Disorders was reviewed and will be going forward to the Governance Council in December for approval. There are no anticipated changes in the policy in regards to coverage for work-related psychiatric or psychological disorders diagnosed through the most current version of the Diagnostic and Statistical Manual of Mental Disorders (DSM).

			regardless of being physical and/or psychiatric or psychological in nature. The WSCC regularly reviews its policies. The policy regarding psychiatric and psychological injuries was reviewed and updated in 2014, and again in December of 2017, to ensure fairness and alignment with Territorial Human Rights Legislation. To ensure that emerging issues are considered, the WSCC sets out a five-year policy review schedule. As per that schedule, Policy 03.09 Psychiatric and Psychological Disorders is again set to be reviewed by the Governance Council in September of 2022. All jurisdictions with presumptions require that the diagnosis of a psychological injury or PTSD be made using the Diagnostic and Statistical Manual or Mental Disorders (DSM). Employment criteria are also considered under their presumptions. Some jurisdictions limit the application of presumption to certain categories of workers (e.g. First responders, front-line workers, or emergency-response workers), others extend the coverage to any worker covered by their Acts who is exposed to a work-related traumatic event.		Looking forward, the WSCC will be reviewing PTSD for firefighters as a part of its review of Firefighters’ Presumption Regulations. NWTAC Resolution Committee Recommendation: RE-AFFIRM: NWTAC will continue to monitor.
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				Specific wording of presumption in some jurisdictions simply states that provided the diagnostic and employment criteria are met, a worker’s PTSD is presumed to be a work- related injury, unless the contrary is proven on the balance of probabilities. For others, the presumptive language explicitly includes the requirement that the worker’s condition has to have arisen in response to an individual traumatic event or a series of such events. The coverage provided by the WSCC for psychiatric and psychological disorders is not restricted to any category of worker, but is equally provided to all workers under the Workers’ Compensation Act. Our coverage, like other jurisdictions, is dependent on the psychiatric or psychological disorder being work- related and diagnosed through the DSM. These coverage factors already exist within WSCC policy regardless of the specific title “presumptive coverage”.		
DL-23-20-18	Reducing Alcohol-Related Harms and Costs in the NWT	WHEREAS the Provincial and Territorial Canadian Alcohol Policy Evaluation Project (CAPE) is a rigorous assessment of the extent to which evidence-based alcohol policies have been implemented in all 13 jurisdictions in Canada. WHEREAS a comprehensive alcohol policy framework was developed, containing gold	HSS	In January 2020, the Territorial Committee on Problematic Substance Use was formed. The mandate of this committee is to develop a comprehensive response to the ongoing issues related to problematic substance use including a deliverable of a whole-of-government Alcohol Strategy. A	Community and stakeholder engagement on the development of a territorial alcohol strategy is ongoing, with the intent to have a preliminary draft ready for circulation in November 2021. Initial work on a territorial alcohol strategy, in partnership with the Liquor Legislation Review project, has shown	The NWT Alcohol Strategy final report has been completed and will be publicly posted early January 2023. NWTAC Resolution Committee Recommendation: DELETE: Alcohol Strategy has been

	standard best practices across 11 different policy domains. WHEREAS the types of alcohol policies being evaluated at the provincial and territorial level include those with direct evidence of effectiveness as a means of reducing population level consumption of alcohol and/or related harms such as: pricing and taxation; physical availability of alcohol; impaired driving countermeasures; marketing and advertising controls; minimum legal drinking age laws; screening, brief intervention and referral programs; and liquor law enforcement. WHEREAS they also assess evidence-based strategies that more indirectly facilitate implementation of the direct policies mentioned above. These strategies include: control systems for the distribution and sale of alcohol; provincial and territorial alcohol strategies; monitoring and reporting of alcohol related harms; and health and safety messaging. WHEREAS the NWT scored 33% in 2017 in regards to implementing gold standard best practices to reduce alcohol related harm, which is 12% below the average of 45% for the rest of Canada. WHEREAS as identified in the GNWT’s Mental Health and Addictions Strategic Framework, alcohol and drug use is very costly to our system. Between 2008/09 and 2010/11, on an annual average basis, 429 NWT patients were hospitalized 615 times with one or more alcohol or drug related issues, resulting in 3,250 bed days at an estimated cost of \$7.5 million to the territorial health system.		whole-of-government approach addresses areas of responsibility held by the other GNWT departments. The Committee held a full-day workshop in March, to set the direction of an agreed upon approach towards the development of an alcohol strategy specific to the needs of NWT residents. Next steps will be to use findings and feedback from the workshop to inform community engagement plans. This phase will occur in 2020. Once community feedback is collected, a preliminary draft alcohol strategy can be developed.	the need for community-level development of alcohol strategies, which may be expanded based on community needs to address other forms of substance use or behavioural disorders. Engagement with communities towards this goal began in 2021.	completed.
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		NOW THEREFORE BE IT RESOLVED THAT , the Government of the Northwest Territories develop an alcohol strategy with evidence-based gold standard best practices to address alcohol related harm in the Northwest Territories.				
RA-23-20-20	REVIEW AND AMENDMENT OF THE SENIOR CITIZENS AND DISABLED PERSONS PROPERTY TAX RELIEF ACT, R.S.N.W.T. 1988,c.50 (Supp.), as amended	WHEREAS the <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i> grants municipalities the authority to exempt the eligible property of a senior citizen or a disabled person from part of the property taxes; AND WHEREAS the <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i> requires other property owners to be dependent on the senior or disabled owner in order for the relief to apply; AND WHEREAS the definition of dependent within the <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i> is vague and allows for a wide range of diverse and potentially conflicting interpretations; AND WHEREAS the vagueness of this definition can create confusion and misunderstanding; AND WHEREAS this confusion and misunderstanding may inhibit fair and consistent application of the tax relief provisions; determines eligibility strictly on the basis of age and/or disability; AND WHEREAS the <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i> does not provide any mechanism for municipalities to consider financial need when considering eligibility for property tax relief;	MACA	During the 18th Assembly, MACA advanced and completed four significant pieces of legislation and Regulations; an updated Western Canada Lottery Act, the new Northwest Territories 9-1-1 Act, an updated Cities, Towns and Villages Act and a new Emergency Management Act, in addition to completing an initial legislative review of the Fire Protection Act. MACA has identified three large pieces of legislation to prioritize for review and significant amendment during the 19th Assembly. These are, in order of anticipated priority: the Fire Prevention Act, the Property Assessment and Taxation Act, and the Senior Citizens and Disabled Persons Property Tax Relief Act. In addition to MACA-led initiatives, community governments have expressed a strong interest in the Fire Prevention Act and the Property Assessment and Taxation Act. MACA intends to prioritize these legislative initiatives with the greatest stakeholder interest before considering the addition of another large legislative project.	During the 18th Assembly, MACA advanced and completed four significant pieces of legislation and Regulations; an updated Western Canada Lottery Act, the new Northwest Territories 9-1-1 Act, an updated Cities, Towns and Villages Act and a new Emergency Management Act, in addition to completing an initial legislative review of the Fire Protection Act. MACA has identified three large pieces of legislation to prioritize for review and significant amendment during the 19th Assembly. These are the Fire Prevention Act, the Property Assessment and Taxation Act, and the Senior Citizens and Disabled Persons Property Tax Relief Act. MACA intends to finalize the reviews of these acts in the 19th Legislative Assembly, before considering the addition of another large legislative project.	The <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i> has not been comprehensively reviewed since it was enacted and it needs to be updated to address identified concerns. Resource constraints due to COVID-19 and flooding in 2021 and 2022 led MACA to defer this legislative review. MACA intends to advance the Act as a legislative priority in the next Assembly. NWTAC Resolution Committee Recommendation: RE-AFFIRM: More work is required on this. MACA is in the process of forming working group for PADA (PATA) review.

		NOW THEREFORE BE IT RESOLVED THAT the Northwest Territories Association of Communities urge the Government of the Northwest Territories to consider: (i) Amending the <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i> to allow municipalities to determine how dependency is defined and determined in situations where not all owners are seniors and/or disabled; and (ii) Amending the <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i> to allow municipalities to define and apply a financial means test to ensure that property tax relief is directed at property owners who need it.				
RA-23-20-21	Winter Roads	WHEREAS Climate Change is occurring in the North at more than twice the rate of the rest of Canada; AND WHEREAS The transportation network connecting communities in the NWT is particularly vulnerable to climate change due to its reliance on temperature sensitive systems such as winter roads and bridges; AND WHEREAS the winter road network is a critical transportation link for nine NWT communities who rely on winter roads to bring in food, fuel, building supplies, and other essential goods and services plus many others that rely on ice bridges AND WHEREAS climate warming and increasing variability in temperatures has generally shortened the winter road season and increased uncertainty resulting in delays and cancellations, increased costs, and increased safety risks for travellers.	INF	The Northwest Territories is experiencing numerous changes and impacts due to a rapidly warming climate, and there are many knowledge gaps that need to be better understood and addressed. Overarching action areas required to improve climate change knowledge include the planning, management and use of information, along with enhanced research and monitoring networks. Using the best available information to improve the understanding of current and future impacts of climate change based on local, national and scientific knowledge will be paramount.	The GNWT is continuing to work with federal partners on northern research projects and with national organizations on design and maintenance standards, to adapt and build in resilience to the effects of climate change. One initiative INF is working on with Transport Canada is a winter road portage road base and resiliency study. The study is complete for the first phase of investigations. The study placed temperature instruments along a section of northern winter road portages (which are the most vulnerable sections of winter roads due to rising temperatures) and the respective portages characterized for vulnerability. These instruments will be monitored annually. The information will	The GNWT is working with Canada to make investments into the NWT transportation system to address impact of climate change. Climate change considerations will also be made as the Department will be undertaking a review of the 25-year Transportation Strategy, which will include engagement with Indigenous governments, community governments, stakeholders and public. The GNWT continues to work with federal partners on northern research projects and with national organizations on design and maintenance standards, to adapt and build in resilience to the effects of climate change. Initiatives include an INF-Transport Canada collaboration on a winter road portage road base and resiliency study.

	AND WHEREAS the winter roads are GNWT assets, and the GNWT bears the responsibility for the planning and maintenance necessary to keep the transportation network operational and viable. AND WHEREAS the total costs of permafrost degradation on public assets is estimated to be in the order of \$1.3 billion. AND WHEREAS taking proactive tactics to addressing climate change adaptation is the preferred approach; AND WHEREAS We will see the best success by working collaboratively with our many partners; THEREFORE BE IT RESOLVED that the Government of the Northwest Territories to acknowledge the urgency and immediacy of the threat climate change poses to the winter road network and make the development of strategic adaptation measures a top priority; AND FURTHER THAT the GNWT take a strategic approach to research and planning that considers the vulnerability of communities. AND FURTHER THAT the GNWT lead a collaborative approach to transportation planning and research that is inclusive of every level of government and explores innovative partnerships with indigenous, federal and community governments, development corporations, and researchers. AND FURTHER THAT the GNWT take a leadership role and work in partnership with community governments to:	In recent years, the GNWT has been working with other levels of government as well as academic institutions and researchers on numerous research and monitoring projects targeted at addressing climate change knowledge gaps. INF is involved in the construction and monitoring of test sections along the NWT highway system in order to understand and mitigate climate change effects on transportation infrastructure. For example, four test sections were constructed and monitored on Highway No. 3, and two test sections were constructed and continued to be monitored on Inuvik Tuktoyaktuk Highway. These test sections are a part of a research and development program intended to evaluate better rehabilitation techniques for infrastructure constructed on warm, ice-rich, discontinuous and continuous permafrost. During construction, each test section was instrumented with thermistor cables connected to data loggers. The data downloaded from data loggers have been used to relate climate change effects and develop mitigation techniques. We will continue to work with our partners to understand, adapt and mitigate the impacts of climate change on transportation	be used to develop a portage decision-making tool to allow for more accurate predictions of winter road closures, and to develop construction techniques that create more resilient portages. Another initiative recently started involves integrated water and ice monitoring and risk mitigation for northern Canada’s high impact and low frequency events due to climate change. Specifically, the initiative aims to provide technology-based products and tools to help adapt to the consequences of climate change, including a focus on ice road hazards. This is a federal program in collaboration with several universities, and in partnership with the Dept. of ENR and INF. Work is expected to continue until 2024. This work, along with ongoing related studies by INF and academic institutions, are helping us to better understand the impact of climate change, and the options and limitations we have available to deal with the impacts. This is not just an NWT issue, but a northern issue. We are more than ever collaborating, and sharing information and experience, with many jurisdictions and academic institutions who are addressing this challenge. Examples are the Yukon and Alaska governments, and Laval, Carleton, Toronto, and Alberta universities.	The study is complete for the first phase of investigations. The study placed temperature instruments along a section of northern winter road portages (which are the most vulnerable sections of winter roads due to rising temperatures) and the respective portages characterized for vulnerability. These instruments will be monitored annually. The information will be used to develop a portage decision-making tool to allow for more accurate predictions of winter road closures, and to develop construction techniques that create more resilient portages. Another initiative involves integrated water and ice monitoring and risk mitigation for northern Canada’s high impact and low frequency events due to climate change. Specifically, the initiative aims to provide technology-based products and tools to help adapt to the consequences of climate change, including a focus on ice road hazards. This is a federal program in collaboration with several universities, and in partnership with the Dept. of ENR and INF. Work is expected to continue until 2024. This work, along with ongoing related studies by INF and academic institutions, are helping us to better understand the impact of climate change, and the options and limitations we have available to deal with the impacts. This is not just an NWT issue, but a northern issue. Increasingly, we are
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		• Research, develop and implement adaptation measures to respond to the increasingly uncertain winter road season; • Ensure that transportation infrastructure is developed to be resilient to the changing climate; and • Build the resilience of communities so they are better able to withstand and adapt to the impacts of climate change on the transportation network. AND FURTHER THAT the GNWT to provide information to winter road dependent communities in a transparent and timely manner.		infrastructure.		collaborating, and sharing information and experience, with many jurisdictions and academic institutions that are addressing this challenge. Examples are our work with the Yukon and Alaska governments, and Laval, Carleton, Toronto, and Alberta universities. NWTAC Resolution Committee Recommendation: RE-AFFIRM: NWTAC will continue our work with GNWT on climate change. More action is required on this resolution.
RA-23-20-22	United Nations Declaration of the Rights of Indigenous Peoples Implementation	WHEREAS the United Nations Declaration on the Rights of Indigenous Peoples was adopted by the General Assembly in 2007 to establish minimum standards for the survival, dignity and well-being of the Indigenous Peoples of the world; AND WHEREAS the Legislative Assembly of the Northwest Territories resolved in 2008 to recognize and support the Declaration; AND WHEREAS the NWT Association of Communities has also supported the Declaration; AND WHEREAS Canada committed in 2016 to fully implement the Declaration without qualification; and AND WHEREAS the Mandate of the Government of the Northwest Territories states that implementing the United Nations Declaration on the Rights of Indigenous	EIA	As described in the GNWT’s 2019-2023 Mandate, the GNWT is committed to further identifying, prioritizing and strengthening key actions to further implement UNDRIP work with Indigenous governments, including creating and implementing an action plan that identifies changes required in GNWT legislation and policies to best reflect the principles set out in UNDRIP. The GNWT is anticipating developing a Terms of Reference (TOR) for a Working Group with Indigenous governments in 2020.	The GNWT is establishing a multilateral forum with all Indigenous governments to discuss and collaborate on common issues, including the implementation of the UN Declaration, with the forum’s inaugural meeting which took place in June 2021.	A legislative Framework to guide the drafting of legislation to implement the UN Declaration and a Memorandum of Understanding are expected to be reviewed and approved by NWT Council of Leaders by Winter 2023. NWTAC Resolution Committee Recommendation: RE-AFFIRM: NWTAC will continue to work on this resolution.

		Peoples within the constitutional framework of Canada will advance reconciliation; THEREFORE BE IT RESOLVED that the NWT Association of Communities call on: 1. the Government of the Northwest Territories implement the UN Declaration on the Rights of Indigenous Peoples through territorial legislation co-developed with Indigenous Governments within the calendar year 2020; and 2. the Government of the Northwest Territories to work in consultation and collaboration with Indigenous Governments to: a. ensure that territorial laws, policies, mandates and measures comply with the Declaration; and b. co-develop and implement territorial action plans to achieve the objectives of the Declaration.				
RA-23-19-02	Duty to Consult	WHEREAS Section 35 of the Constitution Act 1982 provides constitutional protection to the indigenous and treaty rights of indigenous peoples in Canada. WHEREAS The GNWT has a legal duty to consult and accommodate Aboriginal governments and organizations whenever it considers carrying out a government action that has the potential to adversely affect asserted or established Aboriginal or Treaty rights. WHEREAS The duty to consult is a constitutional obligation that is rooted in Section 35 of the Constitution Act 1982. WHEREAS The Government of the Northwest Territories is still developing a framework regarding obligations and expectations	MACA/ EIA	The duty to consult with Indigenous governments and Indigenous organizations is a GNWT responsibility. Municipalities can aid the GNWT’s consultation process by engaging with Indigenous governments and Indigenous organizations early in their planning processes. The GNWT encourages the municipalities of the NWT to continue their good efforts of having strong working relationships with the Indigenous people of the NWT. By having continual engagement	The duty to consult with Indigenous governments and Indigenous organizations is a GNWT responsibility. Municipalities can aid the GNWT’s consultation process by engaging with Indigenous governments and Indigenous organizations early in their planning processes. The GNWT encourages municipalities to continue their good efforts of having strong working relationships with the Indigenous people of the NWT. By having continual engagement and strong working relationships with Indigenous governments and Indigenous	The duty to consult with Indigenous governments and Indigenous organizations is a GNWT responsibility. The GNWT continues to encourage community governments to maintain strong working relationships with the Indigenous people of the NWT. Through regular and ongoing engagement with Indigenous governments and Indigenous organizations, community governments can help identify and resolve potential issues, minimize future issues, and explore opportunities for collaboration and cooperation.

	related to conducting consultation as it relates to municipal activities. WHEREAS The City of Yellowknife has been advised that the Government of the Northwest Territories could delegate procedural aspects of Section 35 of the Constitution Act 1982 to community governments. WHEREAS a determination of the responsibilities of community governments in the procedural aspects of Section 35 Community Consultation are not yet defined. WHEREAS community governments identify statutory consultation through Territorial legislation, such as the Cities, Towns of Villages Act and the Community Planning & Development Act and Section 35 Consultation is not defined within the legislation guiding municipal activities at this time. WHEREAS Community governments are required to seek Ministerial approval on specific plans and by laws but are unable to confidently determine which aspects of Section 35 Consultation are required to form part of a project methodology or process. WHEREAS Community governments seek to have strong working relationships with Indigenous peoples in Canada but have not received clear guidelines related to Ministerial expectations related to Community Consultation. NOW THEREFORE BE IT RESOLVED that the Northwest Territories Association of Communities urge the Government of the Northwest Territories to engage community governments in the development of amendments to applicable legislation in order	and strong working relationships with Indigenous governments and Indigenous organizations, municipalities can help identify and resolve potential issues, minimize future issues, and explore opportunities for collaboration and cooperation. Municipal engagement will aid the GNWT consultation efforts helping to ensure a well informed and timely consultation process. No amendment of GNWT legislation is required for municipalities to continue their ongoing engagement efforts. MACA requires communities to host public meetings as part of compliance with the <i>Community Planning Act</i>, the <i>Cities, Towns and Villages Act</i>, the <i>Charter Communities Act</i> and the <i>Hamlets Act</i>. The Department is currently completing consultation under s.35 on a number of planning documents with impacted Indigenous Governments. MACA is also completing consultation on a boundary change request submitted by the City of Yellowknife.	organizations, municipalities can help identify and resolve potential issues, minimize future issues, and explore opportunities for collaboration and cooperation. Municipal engagement will aid the GNWT consultation efforts helping to ensure a well informed and timely consultation process. No amendment of GNWT legislation is required for municipalities to continue their ongoing engagement efforts. MACA requires communities to host public meetings as part of compliance with the <i>Community Planning Act</i>, the <i>Cities, Towns and Villages Act</i>, the <i>Charter Communities Act</i> and the <i>Hamlets Act</i>.	No amendment of GNWT legislation is required for community governments to continue their ongoing engagement efforts. These efforts support the GNWT to complete consultation in a well-informed and timely manner. MACA will support community governments to engage with Indigenous governments and organizations and include them in our own engagement and consultation processes as much as possible. NWTAC Resolution Committee Recommendation: RE-AFFIRM: NWTAC will continue to work and consult with the GNWT in regards to this resolution.
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		to provide a clear regulatory framework related to delegation of procedural aspects of Section 35 Community Consultation, within which community governments who can then implement municipal projects.				
RA-23-19-03	Alternative Voting Methods	WHEREAS Section 52.1 .(1 } of the Local Authorities Elections Act authorizes a local authority, that is a municipality, to pass a by-law to provide for voting by way of mail-in-ballot or the casting of ballots at the office of the returning officer; AND WHEREAS other jurisdictions within Canada allow for Alternative Voting Methods such as telephone voting and internet voting; AND WHEREAS the acceptance of digital technology in society is increasing exponentially; AND WHEREAS the use of technology can improve accessibility, enhance voter privacy and convenience, reduce ballot errors and increase efficiency of elections; NOW THEREFORE BE IT RESOLVED that the Northwest Territories Association of Communities lobby the Government of the Northwest Territories to amend the Local Authorities Elections Act to incorporate technological advancements and alternative voting methods such as, but not limited to telephone voting and internet voting.	MACA	A legislative review of the <i>Local Authorities Elections Act</i> (LAEA) has not been identified as a priority during the 18th Legislative Assembly and has not been put on MACA’s list of legislative priorities. As of February 2020, phone voting in municipal elections is not done in any Canadian jurisdiction. Most Canadian jurisdictions do not have online voting, with the exception of some municipalities in Ontario. Individuals in these Ontario municipalities register for online voting. They are sent PIN numbers at a cost of \$2.00 per online voter (mailing costs). Ontario elections take longer than the 49 day calendar used in NWT municipal elections to allow for PINs to be distributed. MACA will consider these types of alternative voting methods along with other jurisdictions and will refer to this resolution at which time the LAEA is up for review.	A legislative review of the <i>Local Authorities Elections Act</i> (LAEA) has not been identified as a priority during the 19th Legislative Assembly. Most Canadian jurisdictions do not have online voting, with the exception of some municipalities. Phone voting in municipal elections has not been common in many Canadian jurisdictions, but with the impacts of COVID-19, the perception of the need for more accessible and safe digital systems may change the future of online and telephone voting nationwide. MACA is monitoring and reviewing how and where on-line voting is used throughout Canada and how this has evolved throughout the ongoing COVID-19 pandemic, and will refer to this Resolution when the LAEA is up for review in the future. Elections in the NWT and other jurisdictions provincially and globally have successfully taken place during the pandemic. The LAEA allows for various voting opportunities leading up to election day, which lessens the number of people in the voting station on election day: advance voting, mail-in ballots via bylaw, voting in the office of the returning officer via bylaw, proxy voting, and mobile voting. Voters are encouraged to vote prior to Election	The <i>Local Authorities Elections Act</i> (LAEA) was last amended in 2015. It is not identified as a priority for the 19th Legislative Assembly. MACA is moving its legislative agenda forward in line with current commitments of the 19th Legislative Assembly and has begun work on identifying legislative priorities for the 20th Legislative Assembly The LAEA currently allows community governments to provide various alternative voting options leading up to an election day, including advance voting, mail-ballots, voting in the office of the returning officer, proxy voting, and mobile voting. To conduct elections through other means such as mail-ballots, community governments first need to have passed a bylaw allowing them to do so. The GNWT recognizes that safe and accessible digital voting options support the participation of all citizens in democratic processes. When the LAEA is identified as a legislative priority, a review of the legislation will include consideration of digital voting options, and consultation considerations with the NWTAC will be coordinated with the review process.

					Day.	NWTAC Resolution Committee Recommendation: RE-AFFIRM: In a year where COVID 19 tested our ability to work from home and communicate with others, communications, and the ability to use options such as those for voting is important. NWTAC will continue to advocate to amend the Local Authorities Election Act to incorporate these voting methods.
RA-23-19-04	Cannabis Revenue Sharing	WHEREAS the Government of Canada passed the Cannabis Act S.C. 2018, c.16 (Bill C-45 which legalized non-medical marijuana (cannabis) in Canada effective October 17, 2018; AND WHEREAS the Legislative Assembly of the Northwest Territories enacted the Cannabis Products Act S.N.W.T. 2018,c.6 and the Cannabis Smoking Control Act S.N.W.T. 2018, c.6, to legalize the sale and use of cannabis in the Northwest Territories. effective October 17, 2018; AND WHEREAS the 2018 Federal Budget affirms that it is the federal government's expectation that a substantial portion of the revenues from cannabis excise taxes provided to provinces and territories will be transferred to municipalities and local communities, who are on the front lines of legalization; AND WHEREAS it will be the responsibility of local governments to establish and/or enforce regulations and policies related to zoning,	FIN	The GNWT share of the 2018-19 federal excise tax revenues was \$111,208. The GNWT share of the 2019-20 federal excise tax revenues was \$167,743. The GNWT would encourage the NWTAC to provide the specific incremental costs faced by communities resulting from the legalization of cannabis.	The GNWT share of 2020- 21 federal cannabis excise tax revenues was \$376,317. The GNWT would encourage the NWTAC to provide the specific incremental costs faced by communities resulting from the legalization of cannabis.	The GNWT share of 2021-22 federal cannabis excise tax revenues was \$665,000. The GNWT would encourage the NWTAC to provide the specific incremental costs faced by communities resulting from the legalization of cannabis. NWTAC Resolution Committee Recommendation: RE-AFFIRM: NWTAC will address this issue with NWT communities and communicate back to the GNWT the incremental costs from the legalization of cannabis.

		business licensing, building code and public consumption, which will result in initial and ongoing costs: AND WHEREAS the Government of the Northwest Territories has indicated that there will be no transfer of revenue from cannabis excise taxes received by the territorial government shared with municipalities; NOW THEREFORE BE IT RESOLVED that the NWTAC lobby the Territorial Government to provide 25% of the excise tax on cannabis that is shared with the Government of the Northwest Territories by the federal government, and the same share of any additional tax that the Government of the Northwest Territories imposes on the sale of cannabis, be shared with municipalities.				
DL-23-19-05	Post- Secondary Education Transformation	WHEREAS transformation of post-secondary education is essential to advancing and supporting the economic social and workforce development in the Northwest Territories; AND WHEREAS the Government of the Northwest Territories undertook a review of Aurora College to ensure NWT residents have access to high quality postsecondary education in the NWT; AND WHEREAS the Aurora College Foundational Review Report contained 67 recommendations, including transformation of Aurora College into a polytechnic university; AND WHEREAS the Government of the Northwest Territories issued a response to the Aurora College Foundational Review Report and accepted the recommendation to	ECE	The GNWT has committed that all Aurora College programs will be reviewed, with the Social Work Diploma and Bachelor of Education as the priorities. A new Academic Program Review Framework based on best practices in program review, and which meets the standards required to establish degree programs, has been implemented. The Social Work Diploma and Bachelor of Education programs are being reviewed through this new process. Both reviews are expected to be complete in 2021. Future program decisions and the development of new or revised	The GNWT has committed that all Aurora College degree and diploma programs will be reviewed, with the Social Work Diploma and Bachelor of Education as the priorities. A new Academic Program Review Framework based on best practices in program review, and which meets the standards required to establish degree programs, has been implemented. The Social Work Diploma and Bachelor of Education programs are being reviewed through this new process, which includes external reviewers from other recognized post- secondary institutions. Both reviews are expected to be complete in 2021. Future program decisions and the	<u>Aurora College Transformation</u> A new Academic Program Review Framework has been implemented by Aurora College. This Framework is based on best practices in program review and meets the standards required to establish degree programs. Future program decisions and the development of new or revised curricula are being informed by the results of the reviews. It is likely new and/or revised programming will be available starting in the 2024-2025 academic year with the initiation of a first-year general studies program. <u>Post-Secondary Education Governance and Quality Assurance</u> The new <i>Post-Secondary Education Act</i> will come into force by the end of the

		transform Aurora College into a polytechnic university; AND WHEREAS the transformation of Aurora College into a polytechnic university is an investment in the knowledge economy that will ensure both research investment and knowledge remain in the NWT; NOW THEREFORE BE IT RESOLVED that the Government of the Northwest Territories take immediate steps to work with key partners, including municipalities, to create a successful vision for post-secondary education in the territory.		curricula will be informed by the results of the reviews.	development of new or revised curricula will be informed by the results of the reviews.	2022 calendar year. The Act establishes processes for accreditation and quality assurance, resulting in consumer protection and connection to labour market needs. ECE is working with NWT post-secondary to support them in becoming compliant with the new legislation. NWTAC Resolution Committee Recommendation: DELETE
DL-23-19-07	Aurora College Transition to Polytechnic University	WHEREAS The Aurora College Foundational review recommended keep programs WHEREAS the GNWT vowed not to cut funding but has not allowed intake into the programs WHEREAS the GNWT Aurora College Response accept the recommendation that the VP Education and Training to conduct a program review for both the Social Worker Diploma as well as the Bachelor of Education as a matter of priority to determine whether the programming: is of sufficient quality to continue, continue with major improvements required, or needs to be suspended/eliminated WHEREAS intake for the Bachelor of Education Program and for the Social Work Diploma program has been suspended since 2017 THEREFORE BE IT RESOLVED that the GNWT continue to fund Aurora College to continue running the Bachelor of Education program and the Social Work program	ECE	The GNWT has committed that all Aurora College programs will be reviewed, with the Social Work Diploma and Bachelor of Education as the priorities. A new Academic Program Review Framework based on best practices in program review, and which meets the standards required to establish degree programs, has been implemented. The Social Work Diploma and Bachelor of Education programs are being reviewed through this new process. Both reviews are expected to be complete in 2021. Future program decisions and the development of new or revised curricula will be informed by the results of the reviews.	The GNWT has committed that all Aurora College degree and diploma programs will be reviewed, with the Social Work Diploma and Bachelor of Education as the priorities. A new Academic Program Review Framework based on best practices in program review, and which meets the standards required to establish degree programs, has been implemented. The Social Work Diploma and Bachelor of Education programs are being reviewed through this new process. Both reviews are expected to be complete in 2021. Future program decisions and the development of new or revised curricula will be informed by the results of the reviews.	<u>Aurora College Transformation</u> A new Academic Program Review Framework has been implemented by Aurora College. This Framework is based on best practices in program review and meets the standards required to establish degree programs. The Social Work Diploma and Bachelor of Education programs were reviewed through this new process, which includes external reviewers from other recognized post-secondary institutions. Both reviews are now completed. Future program decisions and the development of new or revised curricula are being informed by the results of the reviews. It is likely new and/or revised programming will be available starting in the 2024-2025 academic year with the initiation of a first-year general studies program. <u>Post-Secondary Education Governance</u>

		BE IT FURTHER RESOLVED that staff be retained to assist with the review of the Bachelor of Education Program and with the Social Work Diploma program to ensure enrolment can continue without a complete shutdown of the programs BE IT FURTHER RESOLVED that the GNWT continue to prioritize the current programming of courses is its consultation with communities and government leaders to ensure all programs can start to work for the students of the NWT as soon as possible.				<u>and Quality Assurance</u> The new <i>Post-Secondary Education Act</i> will come into force by the end of the 2022 calendar year. The Act establishes processes for accreditation and quality assurance, resulting in consumer protection and connection to labour market needs. ECE is working with Aurora College to support them in becoming compliant with the new legislation. NWTAC Resolution Committee Recommendation: DELETE
RA-23-19-10	Climate Change Adaptation	WHEREAS Climate Change is occurring in the North at more than twice the rate of the rest of Canada; AND WHEREAS The North is particularly vulnerable to climate change due to its reliance on temperature sensitive systems such as permafrost; AND WHEREAS All NWT communities are experiencing the impacts of climate change; AND WHEREAS the 2018 NWT Climate Change Forum and Charrette was an important gathering where communities voiced their concerns and the challenges they face in addressing vulnerabilities caused by the climate change. AND WHEREAS taking proactive tactics to addressing climate change adaptation is the preferred approach;	ENR	Building resilience and adapting to a changing climate is a priority for the GNWT and is reflected in the GNWT Mandate 2019-2023. All GNWT departments are cooperating to implement the 2019-2023 Action Plan, which is in its third year of implementation. Communities are on the frontlines of climate change and ENR continues to work closely with the NWTAC on climate change adaptation actions. ENR continues to partner with NWTAC to fund an annual Community Climate Change Award valued at \$5,000. In 2021, Tuktoyaktuk was awarded for their work on risk assessments, adaption planning, monitoring informed	Building resilience and adapting to a changing climate is a priority for the GNWT and is reflected in the GNWT Mandate 2019- 2023. All GNWT departments are cooperating to implement the 2019-2023 Action Plan, which is in its third year of implementation. Communities are on the frontlines of climate change and ENR continues to work closely with the NWTAC on climate change adaptation actions. ENR continues to partner with NWTAC to fund an annual Community Climate Change Award valued at \$5,000. In 2021, Tuktoyaktuk was awarded for their work on risk assessments, adaption planning, monitoring informed decision-	Building resilience and adapting to a changing climate is a priority for the GNWT and is reflected in the GNWT Mandate 2019-2023 as well as in the NWT Climate Change Strategic Framework. ENR is developing a territory-wide Climate Change Risks and Opportunities Assessment to build a shared understanding across the NWT of climate change adaptation priorities. Identification of these shared priorities should enable the GNWT and its partners to more effectively seek and secure climate change adaptation funding and resources and will inform the development of the GNWT’s next Climate Change Action Plan (2025-2029).

		AND WHEREAS We will see the best success by working collaboratively with our many partners; THEREFORE BE IT RESOLVED THAT the NWT Association of Communities enact the following suite of climate change adaptation resolutions (see 2019-10-A through 2019-10-I)		decision-making and youth engagement. In January 2020, the GNWT released its first integrated <i>NWT Climate Change Action Plan: Annual Report 2019/20</i> to report on progress towards implementing the Climate Change Strategic Framework Action Plan, the 2030 Energy Strategy and the carbon tax. The 2020-21 annual report is expected to be available in fall 2021.	making and youth engagement. In January 2020, the GNWT released its first integrated <i>NWT Climate Change Action Plan: Annual Report 2019/20</i> to report on progress towards implementing the Climate Change Strategic Framework Action Plan, the 2030 Energy Strategy and the carbon tax. The 2020-21 annual report is expected to be available in fall 2021.	ENR has started engagement activities to inform the Assessment, including the launch of a public survey, engagement at NWTAC AGM and LGANT AGM. All GNWT departments are cooperating to implement the 2019-2023 Climate Change Strategic Framework Action Plan, which is in its fourth year of implementation. Communities are on the frontlines of climate change and ENR continues to work closely with the NWTAC on climate change adaptation actions. ENR hosted the 2nd Annual NWT Climate Change Gathering on Oct 26-27th, 2022 in Dettah. The gathering focused on sharing updates on the on-going implementation of the NWT Climate Change Strategic Framework and highlighting GNWT-led adaptation initiatives. The Climate Change Resilience Award, funded by the GNWT, was awarded to Kakisa (Ka'a'gee Tu First Nation) for their proactive approach to overcoming climate change challenges. The 2021-2022 Climate Change Annual report presents key achievements to date on the <i>2019-2023 Climate Change Action Plan</i>. Of the 132 Action Items that comprise the Action Plan, 64 Actions have been completed and the other 68 are on track. The GNWT and its partners invested about \$73 million last year to implement the Action Plan.
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						On July 2022, the carbon pricing regime was strengthened to \$50/tonne in compliance with federal requirements. The GNWT continues to contribute to the development of Standards Council of Canada’s (SCC) Northern Infrastructure Standardization Initiative (NISI) Standards. ENR continues to serve on the Climate Change Adaptation Committee (CCAC) to represent the GNWT as an advisory member. In terms of advocacy, the <i>Pan-Northern Leaders’ Statement on Climate Change</i> was released in May 2022 to reiterate that climate change is a top priority for the three territories, outline climate action priorities and call for more federal funding, with strong alignment with NWTAC resolutions. The GNWT also sent a submission to the federal government to inform the upcoming National Adaptation Strategy and ensure it acknowledges northern-specific considerations, reflecting northern values and themes. NWTAC Resolution Committee Recommendation: RE-AFFIRM: NWTAC will continue to work with GNWT on this resolution.
RA-23-19-10-B	Permafrost	WHEREAS Permafrost thaw poses significant risks to community and privately owned infrastructure, the transportation network, access to the land, food security, waste	Housing NWT/ MACA	As the NWT HC is completing each of the community housing plans, the NWT HC is engaging with community proponents on their knowledge of known areas of soil	MACA MACA will continue to work with other GNWT departments to promote awareness and education regarding impacts of permafrost loss.	The GNWT continues to advance initiatives under the 2030 NWT Climate Change Strategic Framework and Action Plan that address the impacts of climate change on communities and

	management, and many other issues affecting residents; AND WHEREAS the total costs of permafrost degradation on public assets is estimated to be in the order of \$1.3 billion. AND WHEREAS Surface water has a significant impact on permafrost and the development and implementation of Community Drainage Plans is critical; AND WHEREAS the Housing Corporation is an important partner with the communities in meeting the climate change adaptation challenge; AND WHEREAS Communities wish to support their ratepayers by educating them about permafrost and climate change and how best to protect their properties; THEREFORE BE IT RESOLVED THAT the GNWT provide adequate funding and resources to assist municipalities in completing and implementing Community Drainage Plans; AND FURTHER THAT the Housing Corp. adequately consult with communities about their development plans and ensure that they comply with all land use and adaptation plans; AND FURTHER THAT the GNWT develop requirements to ensure the consideration of permafrost thaw in all development and adaptation planning for NWT infrastructure. AND FURTHER THAT the GNWT work with the NWT Association of Communities and other partners to develop plain language materials to educate the public about permafrost thaw and assist owners of privately-owned homes and other infrastructure in protecting their	erosion or permafrost degradation. The NWT HC also continues to work with other GNWT departments as well as scientific agencies that may have information on known erosion or permafrost degradation areas The NWT HC continues to utilize adjustable foundation designs such as space frames, pads and wedges and screw jack systems where appropriate. The NWT HC also relies on other GNWT departments as well as scientific agencies to gather and analyze information on known erosion or permafrost degradation areas to determine possible solutions when constructing or repairing NWT HC assets. In terms of adaptation, the NWT HC utilizes where appropriate, adjustable foundation designs such as space frames, pads and wedges and screw jack systems. MACA provides capital public infrastructure (CPI) funding to communities along with advisory services in the area of budgeting for operations as well as planning and implementation of capital projects. There are no barriers for communities to set aside monies for planned and unplanned capital projects and we encourage	MACA supports the Northern Infrastructure Standards Initiative which does create a standard for drainage. MACA will continue to work with Public Safety Canada to support changes in funding programs that support planning efforts for disaster mitigation and adaptation. The GNWT Climate Change Action Plan has a number of initiatives related to supporting communities and infrastructure address the effects of climate change, including completing community infrastructure risk assessments and developing training material. MACA will continue to work with the NWTAC to improve information for communities. NWTHC As the NWTHC is completing each of the community housing plans, the NWTHC is engaging with community proponents on their knowledge of known areas of soil erosion or permafrost degradation. The NWTHC also continues to work with other GNWT departments as well as scientific agencies that may have information on known erosion or permafrost degradation areas to determine possible solutions when constructing or repairing NWTHC assets.	infrastructure. This includes ongoing efforts to support the Northern Infrastructure Standards Initiative (NISI) and promote awareness and education regarding impacts of permafrost loss. The GNWT has advocated for the importance of NISI to continue to create plain-language documents to accompany these standards. MACA is advocating for Infrastructure Canada and the federal government to develop and improve funding programs that support planning efforts for disaster mitigation and adaptation, including funding for relocation of critical assets. MACA has also completed O&M Drainage Manuals for communities considering northern climate change and drainage practices. Manuals were distributed in September 2021. The Department has hired a Climate Change Coordinator and will continue to work with the NWTAC to improve information sharing for communities. Housing NWT continues to support the completion of community housing plans, for those communities who express an interest, and engages with community proponents on their knowledge of known areas of soil erosion or permafrost degradation. Housing NWT also continues its collaboration with other GNWT departments as well as scientific agencies that may have information on known erosion or permafrost
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		properties from the impacts of permafrost thaw. AND FURTHER THAT the GNWT take a leadership role in conducting a vulnerability assessment of all community assets.		communities to do so. MACA will continue to work with other GNWT departments to promote awareness and education regarding impacts of permafrost loss. MACA supports the Northern Infrastructure Standards Initiative which does create a standard for drainage. MACA will also continue to work with Public Safety Canada to support changes in funding programs that support planning efforts for disaster mitigation and adaptation.	The NWTHC continues to utilize adjustable foundation designs such as space frames, pads and wedges and screw jack systems where appropriate. In terms of adaptation, the NWTHC utilizes where appropriate, adjustable foundation designs such as space frames, pads and wedges and screw jack systems.	degradation areas to determine possible solutions, when constructing or repairing Housing NWT assets and to inform future planning. As part of its ongoing renewal, Housing NWT is improving the way that it engages with local and Indigenous Governments. Housing NWT provides notice of new construction and ensures the building and sitework, including drainage, complies with local bylaws, community zoning bylaws, building bylaws and general community plans. Housing NWT will continue to proactively engage communities as part of the delivery of all new construction projects, continues to implement new technologies and design in new construction projects, and supports the process of adaptively managing potential impacts related to climate change. NWTAC Resolution Committee Recommendation: RE-AFFIRM: NWTAC will continue to work with GNWT on this resolution. NWTAC hired consultant to review buildings of 10 most vulnerable communities.
RA-23-19-10-C	Hazard mapping	WHEREAS Hazard mapping is a critical element in climate change adaptation and building the resiliency of communities; AND WHEREAS Hazard mapping is not a one size fits all type of undertaking and requires	ENR/MACA	Securing funds to support this program is a priority for ENR. Federal funding will be pursued to support the capacity of the territory to better adapt to climate change.	As outlined in action items 3.12A of the 2019-2023 Action Plan, ENR is the lead for the design of a community hazard mapping program. NWTAC is a key partner along with MACA and other GNWT departments, community	As severe weather events and climate change hazards (flooding, wildfire, permafrost thaw, coastal erosion, shortened ice road seasons, etc.) continue to occur in the NWT, the

		collaboration across many disciplines and organizations; AND WHEREAS securing funding to develop and apply Hazard Mapping is critical to their completion; THEREFORE BE IT RESOLVED THAT the GNWT work with the NWTAC and other partners to ensure that hazard maps are developed by the GNWT in a timely and strategic manner. AND FURTHER THAT the federal government should ensure that adequate funding is available to complete hazard mapping for all NWT communities; AND FURTHER THAT the NWT Association of Communities work with the GNWT and other partners to identify opportunities to support communities in participating in the development of hazard maps and their application to community planning by developing tools for outreach, communication, education and training.		Providing relevant hazard mapping outreach and training tools to support communities with their hazard mapping priorities is necessary. The advisory team will further discuss and plan for the development opportunities. ITI is leading a regional (7.5 km pixel scale) terrain sensitivity mapping project. This work will inform the community hazard mapping program. MACA will also continue to work with Public Safety Canada to encourage changes in funding programs that support planning efforts for disaster mitigation and adaptation.	governments and the federal government. An advisory team is in place to guide the development of the hazard mapping program and the NWTAC’s participation on this advisory team is extremely valuable. Securing funds to support this program is a priority for ENR. Federal funding will be pursued to support the capacity of the GNWT to better prepare the territory to adapt to climate change will enable the design of the community hazard mapping program. Although COVID-19 has impacted the ability for MACA to conduct tabletop exercises and workshops, MACA recognizes the value of providing relevant hazard mapping outreach and training tools, and opportunities to support communities with their hazard mapping priorities. The advisory team can further discuss and plan for the development and dissemination of such outreach and training tools and discuss appropriate community engagement mechanisms to determine specific hazard mapping needs. MACA will continue to work with Public Safety Canada to encourage changes in funding programs that support planning efforts for disaster mitigation and adaptation.	GNWT recognizes the need for Community Hazard Maps to support sound economic, social, and environmental decision-making. Several GNWT departments including MACA, ENR, Lands, ITI (NWT Geological Survey), and the NWT Centre for Geomatics, continue to collaborate on hazard mapping activities. NWTAC will be engaged as this work progresses. Northwest Territories Geological Survey (NTGS) and the Centre for Geomatics advanced surficial mapping (a key component needed for hazard mapping) in communities across the NWT. NTGS led a community geotechnical and geospatial libraries project that supported the compilation of geotechnical, permafrost and spatial datasets for seven communities in the NWT: Inuvik, Fort McPherson, Norman Wells, Tulita, Whatì, Behchokò and Yellowknife/Dettah. NTGS also completed a permafrost thaw sensitivity analysis in the surrounding areas of all NWT communities. Results were circulated, including during the NWTAC AGM. NRCan has developed a series of guidelines to help advance flood mapping activities across Canada. As a result of funding received through the Federal Hazard Identification and
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				Federal funding continues to be pursued to support the capacity of the territory to better adapt to climate change. A pilot hazard mapping project for Tuktoyaktuk is in place. This pilot will provide a resource for Tuktoyaktuk and will provide the GNWT with information to understand the approach and scope what is needed to deliver hazard mapping in other communities. Preliminary work has been completed for the Tuktoyaktuk hazard map, such as a geotechnical desktop study. Next steps are being scoped and will be discussed at the Hazard Mapping Committee in which the NWTAC is a member. A partnership with Natural Resources Canada is being established to acquire coastal erosion and sea level rise data. The Northwest Territories Geological Survey has successfully applied for CIRNAC funds to conduct additional surficial mapping that can be used as a critical base layer to community hazard maps. The GNWT and NWTAC are participating in a national working group to develop a National Standard for Land Development Suitability Mapping. This standard is being developed by the Standards Council of Canada (SCC) and will be a component of the Northern Infrastructure Standardization Initiative.	Mapping Program, ENR and the Centre for Geomatics are working with NRCan and Environment and Climate Change Canada to develop more specific flood mapping method guidelines that will be applicable in potentially data-poor locations prone to ice-jam flooding. These draft guidelines are to be completed by March 2023, and will facilitate the development of NWT-specific guidelines. Next steps include the development of flood inundation maps for NWT communities at risk of flooding. Federal funding continues to be pursued to support the capacity of the territory to better adapt to climate change. NWTAC Resolution Committee Recommendation: RE-AFFIRM: NWTAC will continue to work with GNWT on this resolution.
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RA-23-19-10-F	Research	WHEREAS Most communities have not been involved in setting the research agendas in their communities; AND WHEREAS Communities are often not made aware of the outcomes of the research being AND WHEREAS The lack of a northern university means that the academic knowledge base relating to Arctic issues is scattered throughout the country; BE IT THEREFORE RESOLVED THAT the GNWT and Federal Government work with the NWT Association of Communities, communities, and with its various partners to ensure that the research needs of the communities are being promoted and supported when setting research agendas; AND FURTHER THAT communities engage the researchers who are already working in their communities to assist them in addressing their research needs.	ENR	Through the Knowledge Agenda Action Plan, the GNWT plans to engage with communities on a territory-wide research agenda for the NWT. Many actions have already been taken to support the objectives of the Knowledge Agenda Action Plan. In August 2019, GNWT staff assisted with organizing the Tuktoyaktuk Science Day – which brought researchers from across Canada to present results of their work to the community and provided an opportunity to hear about research priorities directly from community leaders. The GNWT, Aurora College and ArcticNet are working together to establish research positions in three NWT communities which will be designated to grow knowledge-based programs and help develop knowledge capacity throughout the NWT. The GNWT is also working to improve the ways in which researchers communicate the results of their work back to decision-makers and communities in the NWT. Several publicly available information management tools are currently under development to address this need including: • A list of departmental contacts who can provide information to	The GNWT will engage with NWTAC on renewal of the Knowledge Agenda. Opportunities for NWTAC and communities to present research needs will occur over the next year including through: • The GNWT /Wilfrid Laurier University partnership annual research planning session • National Research Council’s Arctic Challenge Program developers, as they present new funding opportunities • Polar Knowledge Canada, as they develop future calls for research proposals, and • The GNWT annual research needs meeting in late 2021. The GNWT will share updated lists of departmental contacts who can provide information to communities on various areas of research supported by the GNWT.	The renewal of the GNWT Knowledge Agenda began in 2022. As part of the renewal, the NWTAC will be asked for input. In the longer term, the goal is to transition to an NWT Knowledge Agenda rather than a GNWT Agenda and this is the first step in that process. Many community-based programs monitor wildlife populations, country foods and water quality in the NWT. For instance, the NWT Community Based Monitoring Program (CBM) and Transboundary Rivers Monitoring programs were developed and continue to be delivered with Indigenous partners in many NWT communities. Data management improvements for the CBM are in progress. NWTAC Resolution Committee Recommendation: RE-AFFIRM – more work is needed on this resolution. NWTAC will work with the GNWT to further action on this resolution. While there have been improvements there is still much more progress needed. NWTAC has been engaged in dialogues with other supportive agencies on this front.
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				communities on various areas of research supported by the GNWT; • A common reporting mechanism for GNWT and external researchers supported by GNWT to summarize program results in plain language; and • Web-based tools which highlight where research into GNWT is conducting and supporting research which addresses Knowledge Agenda priorities.		
RA-23-19-10-G	Bridging the community capacity gap	WHEREAS NWT communities are chronically underfunded by 37% and this funding shortfall limits their ability to be resilient in the face of climate change. AND WHEREAS Lack of capacity was a recurring concern voiced by participants from every region at the 2018 Climate Change Forum and Charrette. Limited financial and human capacity, and difficulty accessing information, expertise and other resources is hampering progress to adapt to a changing climate. AND WHEREAS Collaboration with communities on the development of Climate Change Strategic Framework Action Plans will support transparency in priority-setting and accountability for actions. THEREFORE BE IT RESOLVED THAT the GNWT allow for the creation of Sustainability Coordinators for every community	ENR/MACA	Appropriate capacity is needed to support and sustain the implementation of the 2019-2023 Climate Change Action Plan, both within the GNWT and within Indigenous and community governments. The GNWT continues to actively explore internal and external funding possibilities to address the comprehensive needs of the NWT communities in adapting to climate change. In November 2019, ENR and MACA co-delivered a climate change course through the School of Community Government for Indigenous and community government staff. Participants provided positive feedback on the training and the GNWT intends to deliver the course again in 2020.	In November 2019, ENR and MACA co-delivered a climate change course through the School of Community Government for Indigenous and community government staff. The course can be delivered online or in person. SCG and ENR will collaborate to review and revise the online asynchronous course: <i>Integrating Climate Chante Measures into Municipal Planning and Decision Making</i>. As follow-up to the federal budget, ENR is coordinating among GNWT department in order to pursue federal funding opportunities to address climate change. The GNWT recognizes capacity is needed to support and sustain the implementation of the <i>2019-2023 Climate Change Action Plan</i>, and subsequent action plans, both within the GNWT and within Indigenous and community governments.	The GNWT is aware of the capacity challenges communities face in general, and in relation to climate change. The GNWT is advancing initiatives under the 2030 NWT Climate Change Framework and continues to develop and prioritize tools, resources and initiatives that will build capacity to support communities with their climate change adaptation efforts. The GNWT has recently increased the number of dedicated staff working on climate change. For instance, in 2022, MACA filled the Climate Change Coordinator position and ENR filled the Climate Change Analyst position. The Consideration of potential climate change impacts on communities is increasingly factored into decision making and planning activities, such as development of community plans.

		government in the NWT and adequately resource these positions. AND FURTHER THAT the GNWT to create and adequately resource Pathfinder positions at a regional level to mobilize resources and support community and regional climate change adaptation efforts. AND FURTHER THAT the GNWT provide funding and support to enable communities to participate in CCSF action plan development.		ENR will review options for course delivery in light of restrictions due to COVID-19. The Community Government Funding Policy provides the authority to Councils to determine their own priorities and MACA has support for strategic planning and budgeting. Communities are encouraged to assess their needs in the areas of climate change and sustainability. MACA also promotes this approach through the capital planning process. The NWT has developed a climate change strategy with specific areas that MACA is working with communities on, specifically the areas of emergency management, capacity building and infrastructure planning.	The GNWT has communicated its climate change funding priorities to the federal government including the need for funding to build community capacity to help NWT communities identify emerging threats, plan for and respond to those threats, and increase resilience. The need for jobs in communities was emphasized, especially in light of the impacts of COVID-19 and a green economic recovery. The GNWT continues to develop and prioritize tools, resources and initiatives that will build capacity to support communities with their climate change adaptation efforts.	These efforts will provide additional support to communities on climate adaptation and will increase GNWT capacity to look for funding opportunities and advocate the federal government for more funding. Efforts to communicate climate change funding priorities to the federal government are ongoing. The NWT Climate Change Council will be used to further guide capacity needs and implementation. GNWT’s feedback to the federal government on the upcoming National Adaptation Strategy highlights the need for the federal government “to develop funding programs that are designed for the North with a series of specific recommendations to make funding stable and accessible to communities.” MACA continued offering three pre-recorded webinars: Climate Change for Councillors, Mainstreaming Climate Change for Community Planning, and Climate Change, along with the online course “Integrating Climate Change Measures into Municipal Planning and Decision Making” MACA is working with ENR to revise and refresh an existing climate change course. The material will be targeted to different audiences in NWT communities (i.e. Council, senior staff, junior staff). MACA will incorporate Climate Change into workshop and course material where appropriate.
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						\$4.167 million has been added to Community Government Funding since 2020-21 to support the reduction in the funding gap to meet municipal core needs It is anticipated that community governments will put some of this funding towards infrastructure impacted by climate change. The federal Investing in Canada Infrastructure Fund for Community governments continues to target community roads and solid waste sites. NWTAC Resolution Committee Recommendation: RE-AFFIRM – more work is needed on this resolution. NWTAC will work with the GNWT to further action on this resolution.
RA-23-19-10-H	Emergency management plans	WHEREAS Extreme weather events are becoming more frequent AND WHEREAS This makes the importance of emergency planning and status of emergency plan completion and implementation in communities more critical AND WHEREAS It is critical that emergency plans incorporate the consideration of climate change forecasting and predicted impacts into planning THEREFORE BE IT RESOLVED THAT GNWT allocate adequate funding and support to update emergency management plans to	MACA	The new territorial <i>Emergency Management Act</i> requires communities to update their emergency plans annually. MACA works with community governments to update plans and to improve their capacity through workshops and table-top-exercises at a community’s request. The GNWT’s emergency management approach incorporates key considerations associated with climate change.	The territorial <i>Emergency Management Act</i> requires communities to update their emergency plans annually. MACA supports community governments to update plans and to improve their capacity through workshops and table-top-exercises at a community’s request. The GNWT’s emergency management approach incorporates key considerations associated with climate change. The GNWT supports community governments who are developing	The territorial <i>Emergency Management Act</i> requires communities to update their emergency plans annually. In recent years, the Emergency Management Organization (EMO) has had limited capacity to assist community governments to update their community emergency plans. Lessons learned from the COVID-19 pandemic and the 2021 and 2022 flood seasons have prompted some improvements to the EMO. Historically, MACA’s EMO has had limited capacity, with only two dedicated positions located at

		include climate change and provide resources to fully implement plans for every community in a timely and strategic manner.		The GNWT also supports community governments who are developing projects to address specific climate changes risks by supporting specific mitigation options. MACA continues to work with Public Safety Canada by encouraging changes in funding programs that support planning efforts for disaster mitigation and adaptation. MACA also continues to support implementation of the 2030 NWT Climate Change Strategic Framework. Related activities in the Strategy include, support for improved community participation in research and monitoring initiatives, the completion of hazard mapping for vulnerable communities, increased monitoring of climate change impacts on community shorelines, transportation system assets and building foundations, and improved wildfire suppression planning and adoption of FireSmart principles in communities.	projects to address specific climate changes risks by supporting specific mitigation options. MACA continues to work with Public Safety Canada by encouraging changes in funding programs that support planning efforts for disaster mitigation and adaptation. MACA continues to support implementation of the 2030 NWT Climate Change Strategic Framework. Related activities in the Strategy include, support for improved community participation in research and monitoring initiatives, the completion of hazard mapping for vulnerable communities, increased monitoring of climate change impacts on community shorelines, transportation system assets and building foundations, and improved wildfire suppression planning and adoption of FireSmart principles in communities.	headquarters in Yellowknife and no dedicated staff in the regional offices. MACA has increased EMO capacity by establishing one Regional Emergency Management Coordinator position in each of its five regional offices. MACA is committed to assisting community governments to update community emergency plans and improve emergency capacity. Supports include: • Resumption of community emergency planning workshops which had been on hold given the COVID-19 pandemic and unprecedented flooding in 2021 and 2022. Community governments can reach out to the MACA Regional Office to request a workshop. • Renewed effort to support communities in validating emergency plans via table-top exercises. Community governments can reach out to the MACA Regional Office to request assistance with a tabletop exercise. • Updating the Community Emergency Plan template and Instruction Manual to incorporate a process for a self-directed annual plan update and incorporation of an Essential Services Continuity Plan template. • Currently updating community pandemic planning support materials including the
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						Communicable Disease Plan template. - Continued testing of the NWT public alerting system, development of wildfire and flood alert templates in partnership with communities and use of the system to issue broadcast intrusive alerts. - Continued efforts to seek feedback and identify opportunities for improvements after emergency events. MACA supports community governments to update plans and to improve their capacity through workshops and table-top-exercises at a community’s request. The GNWT’s emergency management approach incorporates anticipated impacts of climate change. Where available, MACA shares predictive / forecasting information and tools with community governments. MACA continues to work with the federal government to encourage changes in funding programs that support planning efforts for disaster mitigation and adaptation. MACA continues to support implementation of the 2030 NWT Climate Change Strategic Framework. Related activities in the Strategy include: support for improved community participation in research and monitoring initiatives, the completion of hazard mapping for vulnerable communities, increased monitoring of climate change
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						impacts on community shorelines, transportation system assets and building foundations, and improved wildfire suppression planning and adoption of FireSmart principles in communities. NWTAC Resolution Committee Recommendation: RE-AFFIRM: more work is needed on this resolution. NWTAC will work with the GNWT to further action on this resolution.
RA-23-19-10-I	Adaptation Plans	WHEREAS the development of Adaptation Plans is a critical element in ensuring the resiliency of communities; AND WHEREAS securing funding to develop and implement Community Adaptation Plans is critical to their completion; AND WHEREAS the GWNT identified Supporting Communities both fiscally and from a resource basis as a priority within the Pan-Territorial Adaptation Strategy; THEREFORE BE IT RESOLVED THAT the Federal Government should ensure that adequate funding is available to ensure that Adaptation Plans are completed for all NWT communities including a thorough evaluation of all municipal infrastructure. AND FURTHER THAT the GNWT assist communities to complete their Adaptation Planning and Hazard Mapping and Implementation;	ENR/MACA	Adaptation planning needs to be part of community planning, emergency plans and operations and maintenance procedures. ENR is working with internal and external partners to develop tools and resources to support community climate change adaptation. One of the key ways the GNWT is supporting communities with adaptation planning is by developing community hazard maps. ENR established an advisory team to guide the development of the hazard mapping program and NWTAC is a key participant (see response to resolution 2019-10-C). A hazard mapping pilot project is underway in Tuktoyaktuk. This pilot will inform future hazard mapping in other	The GNWT is working to integrate climate change adaptation into community planning, emergency plans, and operations and maintenance procedures to bring adaptation planning into implementation by working with partners to develop tools and resources that support community climate change adaptation. The GNWT has worked with Environment and Climate Change Canada to develop community climate profiles, which are now available on NWTAC’s website. The GNWT continues to support hazard mapping through a Tuktoyaktuk hazard mapping pilot study and is exploring options to prioritize and advance climate change risk assessment(s) at various scales. Risk assessments will help to prioritize risks and strategically focus resources to build resilience and	The GNWT continues to support community adaptation planning, and integration of climate change considerations into emergency plans, asset management and operations and maintenance procedures. The GNWT works with the NWTAC and communities to develop tools and resources that support community climate change adaptation. As part of this, MACA continues to work with Public Safety Canada and Infrastructure Canada by encouraging changes in funding programs that support planning efforts for disaster mitigation and adaptation. MACA led a high-level climate change vulnerability assessment of impacts on public and community infrastructure within the boundaries of the 33

		AND FURTHER THAT the GNWT explore opportunities to assist communities through the development of various tools.	at-risk communities. Federal funding will continue to be pursued to increase the number of communities conducting hazard mapping. Additionally, ENR, MACA and other partners have assisted communities with adaptation planning, including an NWT-wide infrastructure risk assessment for community and GNWT-owned infrastructure, the creation of a community development guidance document in partnership with NWTAC incorporating climate change considerations, and delivering a climate change mainstreaming course for municipal planning processes. Federal, territorial and other funding will continue to be pursued to support communities to plan for their climate change adaptation needs. The GNWT has also funded NWTAC to develop an advocacy video on community climate change concerns and needs. This video will be used to advocate for funding needed to address climate change in the NWT. The GNWT also supports community governments who are developing projects to address specific climate changes risks. MACA continues to work with Public Safety Canada by	adapt to climate change. The GNWT also supports community governments that are developing projects to address specific climate changes risks. Federal, territorial, and other funding will continue to be pursued to support communities to plan for their climate change adaptation needs.	communities of the NWT. Risk maps were provided for every community to illustrate the spatial extent of hazards and the locations of infrastructure at risk, as well as a list of medium/high risks identified, proposed adaptation measures, and recommendations for future work to address identified data gaps. The findings of this assessment will support communities in making informed decisions about their existing and future infrastructure. The report: “Assessment of Climate Change Impacts on Infrastructure in all NWT Communities” is available online. The NWT Hazard Identification Risk Assessment (HIRA) identifies risks, including climate change driven risk, that pose the greatest threat to the people, property, environment, and economy of the NWT. In 2021-22, work to update HIRA included engagement with communities. The GNWT is supporting climate adaptation in community asset management procedures. Many GNWT departments supported the NWTAC Climate Change and Asset Management conference (November 2022) to ensure that collaboration and linkages between GNWT climate initiatives and community concerns are made on key climate risks.
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				encouraging changes in funding programs that support planning efforts for disaster mitigation and adaptation.		MACA also supports community governments while they plan their infrastructure priorities through the capital planning process, as well as with project implementation and applications for funding. Community governments continued to develop land use plans and strategic plans that consider climate-related risks and priorities, which influence the priorities that are represented on community government capital plans. The GNWT, in collaboration with the NWTAC, is working to enhance the integration of climate change considerations into land-use planning. Development of a Community Land-use Planning Guide is in the early stages of development. The GNWT is also advocating for funding for planning for mitigation and adaptation to the impacts of climate change, including relocation of community assets. The GNWT supports adaptation planning to address climate health impacts. The Climate Change Health and Vulnerability Assessment for the NWT was completed in 2021. The final report is forthcoming and provides a baseline assessment of the current availability of essential health services and provides next steps for assessing the resilience of these services during extreme weather and climate-related
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						events. In addition, the Cleaner Air Sheltering in the NWT report was completed in 2021-22. HSS, in collaboration with MACA, will provide guidance on resources and standards pertaining to indoor air quality. NWTAC Resolution Committee Recommendation: RE-AFFIRM – more work is needed on this resolution. NWTAC will work with the GNWT to further action on this resolution.
RA-23-18-03	Wildfires	WHEREAS Localized drought conditions seem to cause more and more severe fire seasons; WHEREAS Many NWT communities are surrounded by old-growth coniferous forests that are ready to burn; THEREFORE BE IT RESOLVED That the GNWT’s department of Municipal and Community Affairs bring more resources and focus more on ways to safeguard our communities from wildfires and at the same time put a higher priority on bolstering emergency measures organizations in the community so they can better deal with the imminent threat from a fire threatening their community.	MACA / ENR	ENR, MACA and communities continue to update the status of wildfire risk and occurrence to support emergency management organizations’ planning and preparedness activities. ENR continues to provide advice and recommendations to communities to assist to reduce the risk from wildfire. 29 Community Wildfire Protection Plans have been updated. ENR has met with most communities to talk about their updated plans, and continues to engage communities to implement the recommendations. ENR also provides available FireSmart funding to support community protection. Information on available funding and the	ENR, MACA and communities continue to update the status of wildfire risk and occurrence to support emergency management organizations’ planning and preparedness activities. ENR continues to provide advice and recommendations to communities to assist to reduce the risk from wildfire. 29 Community Wildfire Protection Plans have been updated. ENR has met with most communities to talk about their updated plans, and continues to engage communities to implement the recommendations. ENR also provides available FireSmart funding to support community protection. Information on available funding and the application process is available from regional ENR offices and on the ENR website. MACA helps community governments improve community emergency	ENR continues to provide advice and recommendations to communities to assist to reduce risk from wildfire. All 29 forested communities in the NWT have updated their community wildland fire protection plans, and recommendations are being implemented in communities as part of ENR's standard business operations. Thanks to a strong collaboration between ENR and NWTAC, over \$20 million of federal funding was secured to create fire breaks and implement fire fuel reduction strategies for over 1,200 hectares of land across the 29 NWT communities exposed to wildfire. The development work done by the ENR with community governments to produce Community Wildfire Protection Plans was the needed background work. ENR completed a wildfire landscape analysis. This community-centric

				application process is available from regional ENR offices and on the ENR website. MACA helps community governments improve community emergency management capacity, through emergency planning workshops and table top exercises, which consider hazards relating to wildfires. Work is underway to improve integration of wildfire hazard assessment and community emergency planning with a view to better safeguarding municipal infrastructure and residents, and ensuring effective response measures. Community governments may also use federal gas tax funds, as well as Community Public Infrastructure Funding to undertake new firebreak initiatives which are supported by a FireSmart Plan.	management capacity, through emergency planning workshops and table top exercises, which consider hazards relating to wildfires. Work is underway to improve integration of wildfire hazard assessment and community emergency planning with a view to better safeguarding municipal infrastructure and residents, and ensuring effective response measures. Community governments may also use federal gas tax funds, as well as Community Public Infrastructure Funding to undertake new firebreak initiatives which are supported by a FireSmart Plan.	landscape analysis provided information on the likelihood of a fire to occur and spread in the medium term. ENR, MACA and communities continue to update the status of wildfire risk and occurrence to support emergency management organizations’ planning and preparedness activities. MACA continues to help community governments improve community emergency management capacity, through emergency planning workshops and tabletop exercises, which consider hazards relating to wildfires. NWTAC Resolution Committee Recommendation: RE-AFFIRM – more work is needed on this resolution. NWTAC will work with the GNWT to further action on this resolution. Also working to see if fire breaks create an agricultural opportunity. Secured \$20 million from DMAF to construct wildfire breaks in 29 communities starting in 2024.
RA-23-18-10	Highway Rescue and Ambulance Services	WHEREAS the City of Yellowknife operates a full-time fire and ambulance service through the City of Yellowknife Fire Division; WHEREAS the City of Yellowknife Fire Division also responds to calls for service outside of the municipal boundary; WHEREAS the Government of the Northwest Territories (GNWT) has initiated a review of highway rescue and ground ambulance services within the territory;	MACA/ HSS	Since fall 2017, the GNWT has been working with key stakeholders through an interdepartmental committee to develop an action plan to build capacity and support for GAHR services in the NWT. Research and consultation completed to date confirms that solutions to gaps and challenges with the current system will not be	Since fall 2017, the GNWT has been working with key stakeholders through an interdepartmental committee to develop an action plan to build capacity and support for GAHR services in the NWT. Research and consultation completed to date confirms that solutions to gaps and challenges with the current system will not be attained without longer-term collaboration involving the GNWT,	A full review of the Ground Ambulance and Highway Rescue Services policy is anticipated in the 20th Legislative Assembly, which will contribute to a whole-of-government funding approach for these services. The GNWT working group on Ground Ambulance and Highway Rescue has been re-engaged and will be working to determine the appropriate framework for ambulance services in the NWT, both

		WHEREAS community governments across the territory must prioritize their services with the funding available to them; WHEREAS the cost recovery for emergency services provided outside of municipal boundaries may be difficult for a number of NWT community governments; NOW THEREFORE BE IT RESOLVED that until such time as the GNWT has reviewed the strategy for Highway Rescue Services (RA-17-13-05} and conducted a feasibility study towards a Territorial Ground Ambulance Service (RA-17-15-03}, that the GNWT should adequately fund those communities conducting ground ambulance or highway rescue services outside of their respective community boundaries.	attained without longer- term collaboration involving the GNWT, key communities and other stakeholders. Priorities identified moving forward include developing and gaining consensus on options for governance and establishing an acceptable fiscal arrangement between the GNWT and community governments. Committee continues to define priorities and develop a way forward through action planning and collaboration with key stakeholders. Service expansion is a key component of the GAHR Action Plan. In its environmental assessment of the Tłı̄ch̄q All-Season Road (TSAR), the Mackenzie Valley Environmental Impact Review Board recommended in Measure 5-6 that the GNWT develop and implement an effective GAHR action plan for the TASR in collaboration with the Tłı̄ch̄q Government (TG), Tłı̄ch̄q Community Services Agency (TCSA), Community Government of Whatì, and Community Government of Behchokò. Work that has been progressing on the TASR will feed into the larger GAHR project. Moving forward, the GNWT (MACA, HSS) will continue to work closely and collaboratively	key communities and other stakeholders. Priorities identified moving forward include developing and gaining consensus on options for governance and establishing an acceptable fiscal arrangement between the GNWT and community governments. Work continues to define priorities and develop a way forward through action planning and collaboration with key stakeholders. Service expansion is a key component of the GAHR Action Plan. In its environmental assessment of the Tłı̄ch̄q All-Season Road (TSAR), the Mackenzie Valley Environmental Impact Review Board recommended in Measure 5-6 that the GNWT develop and implement an effective GAHR action plan for the TASR in collaboration with the Tłı̄ch̄q Government (TG), Tłı̄ch̄q Community Services Agency (TCSA), Community Government of Whatì, and Community Government of Behchokò. Work that has been progressing on the TASR that will feed into the larger GAHR project. Moving forward, the GNWT (MACA, HSS) will continue to work closely and collaboratively with the TG, TCSA, and all Community Governments providing Highway Rescue and Ambulance Services.	within and outside of municipal boundaries. NWTAC Resolution Committee Recommendation: RE-AFFIRM: highway rescue is still a concern for our communities. NWTAC will continue our work on this issue. City of Yellowknife recommends affirmation.
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				with the TG, TCSA, and all Community Governments providing Highway Rescue and Ambulance Services.		
DL-23-18-11	Fire Prevention Act	WHEREAS the City has recently approved a Planning & Development Operational Review; WHEREAS the Operational Review recommends that the City should work towards delegated authority from the GNWT for fire safety reviews as a means of improving coordination and overall customer services; WHEREAS the GNWT is currently reviewing the <i>Fire Prevention Act</i> to update the legislation; THEREFORE BE IT RESOLVED that the GNWT consult with communities when reviewing the <i>Fire Prevention Act</i> to ensure that support to community government permitting and review processes be prioritized to ensure that this function does not block development or cause undue delays and that the GNWT either 1. Transfer the authority and resources to community governments to undertake the responsibilities as outlined in the Act or, 2. That additional dedicated resources be provided to the Office of Fire Marshal to ensure community governments are provided with effective and consistent service.	MACA	The review of the <i>Fire Prevention Act</i> is included in the 19th Legislative Assembly Mandate. MACA has identified the need for further engagement and research to determine the amendments to be included in the Bill and Regulations. A specific area of interest is the Office of the Fire Marshal’s plan review function, which serves to verify that construction plans and specifications comply with the adopted codes and standards. MACA has identified the need to engage further with GNWT departments, community governments and professional associations to determine a legislative approach for harmonized regulatory authority that is suitable for the Northwest Territories. This scope of work will consider other related inspection, permitting and code compliance activities administered by municipal authorities and GNWT departments, with a view to encourage an integrated approach to code compliance in the NWT.	The review of the Fire Prevention Act is underway and ongoing. MACA has identified the need for further engagement and research to determine the amendments to be included in the Bill and Regulations. A specific area of interest is the Office of the Fire Marshal’s plan review function, which serves to verify that construction plans and specifications comply with the adopted codes and standards. MACA has identified the need to engage further with GNWT departments, community governments and professional associations to determine a legislative approach for harmonized regulatory authority that is suitable for the Northwest Territories. This scope of work will consider other related inspection, permitting and code compliance activities administered by municipal authorities and GNWT departments, with a view to encourage an integrated approach to code compliance in the NWT.	Bill 67: <i>An Act to Amend the Fire Prevention Act</i> was introduced and received First and Second Reading in the Fall sitting of the 19th Legislative Assembly (November 2022). MACA anticipates that Bill 67 will receive Third Reading in the Winter sitting of the 19th Assembly (February/March 2023). MACA intends to further engage with specific industry stakeholder organizations on the Office of the Fire Marshal’s Plan Review Appeal Board, particularly with respect to composition and appointment processes, that will occur in the course of developing regulations. The Office of the Fire Marshal’s Regional Assistant Fire Marshals have been reviewing and updating their Fire Safety Inspection priorities to ensure high-profile facilities are receiving inspections. MACA is committed to working with key stakeholders, such as the City of Yellowknife, in developing systems to coordinate resources and priorities. NWTAC Resolution Committee Recommendation: DELETE Act completed.

RA-23-18-12	Transfer of Lands to Community Governments	WHEREAS the City of Yellowknife is seeking ownership and regulatory control of lands within the municipal boundary; WHEREAS there are outstanding land applications on Commissioner's lands within the municipal boundary; WHEREAS the City of Yellowknife is beginning a statutory review of the General Plan pursuant to <i>the Community Planning & Development Act</i>, WHEREAS the City is required to accommodate for land, growth and facilities over the next 10 years during this review; WHEREAS the uncertainty around land prevents the City from taking a comprehensive approach to land use, infrastructure, utilities and zoning; THEREFORE BE IT RESOLVED that the GNWT expedite and prioritize land transfers to community governments for the purpose of comprehensive and sustainable community planning and development.	LANDS / MACA / EIA A working group consisting of the GNWT Departments of Lands, Executive and Indigenous Affairs, Municipal and Community Affairs and the City has been established to complete a bulk transfer of vacant public land to the City of Yellowknife. The working group has met several times through the fall, winter and early spring. A process document has been drafted and is currently being reviewed by the City. Work has begun on an overarching agreement between the GNWT and the City to address outstanding questions and to ensure clarity of approach in future years. This agreement may include: managing land selection processes related to Aboriginal Rights agreements with Indigenous governments; future GNWT land requirements not currently anticipated; the City's requirements; and the costs to complete surveys. The Department of Lands provided preliminary mapping of current land tenure and existing interests. The City is reviewing the mapping to ensure consistency with their records. Further work with the City to identify specific areas of interest, including any land the GNWT needs. The Minister of Lands has met with Chief Sangris and Chief Betsina of	The Department of Lands encourages community governments to reach out so we can better understand their needs and interests to administer and manage land within community boundaries. Each capacity to administer and manage land is different. At the same time, the GNWT wants to make sure land is available when negotiating Aboriginal rights agreements, which has implications when transferring land to community governments. For this reason, the Department relies on Interim Land Withdrawals to protect land selection interests. The Department is actively working with the Departments of Municipal and Community Affairs and Executive and Intergovernmental Affairs to create a process guide for the bulk transfer of land within municipal boundaries, in support of the Mandate commitment to reduce the municipal funding gap. A draft of the process guide was shared with the City of Yellowknife, EIA, and MACA in February 2020. Formal comments from the City were provided in January 2021 and a revised process document was updated and shared on May 1, 2021. A draft will be shared with the NWTAC for feedback once a revised draft is more complete. The Department of Lands will continue to manage land tenure requests	The Department of Lands provides fee simple title to community governments that have an interest and a need to support their growth and future development. Land transfers to community governments can be done under the existing regulations and are not dependent on or linked to the regulations being developed under the Public Land Act. At the same time, the GNWT wants to make sure land is available when negotiating Aboriginal rights agreements, which has implications when transferring land to community governments. For this reason, the Department relies on Interim Land Withdrawals to protect land selection interests. Lands is currently working through an application from the City of Yellowknife for bulk land transfers of public land in fee simple. In addition, a Memorandum of Agreement between the City and the Department is expected to be completed in early 2023. In August 2022, Lands shared a process guide on transferring land within municipal boundaries with the NWT Association of Communities. The purpose of this guide is to make land transfer processes clearer for all communities. In 2021-22, 16 parcels were transferred to municipal governments, totaling 60.39 hectares of land, and valued at \$1,431,000.
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				the Yellowknives Dene First Nation (YKDFN) and Mayor Alty to discuss, among other things, the potential bulk transfer of unoccupied public land within the current boundary of the City of Yellowknife. The Minister heard from the YKDFN that any bulk land transfer cannot impact the Akaitcho process.	according to the process outlined in the land transfer process guide. The value of land transferred from GNWT to community governments for nominal value is one way of helping bridge the municipal funding gap. In 2020-21, the assessed values of land transferred to community governments was \$265,400, and from 2017- 18 to 2019-20 was \$4,928,079.	MACA continues to work with communities interested in acquiring land tenure under community public infrastructure or land required for future CPI and future growth areas to support the submission of land applications to the Department of Lands where required and the alignment to the administration of community governance tools (bylaws) related to land management. NWTAC Resolution Committee Recommendation: RE-AFFIRM – more work is needed on this resolution. NWTAC will work with the GNWT to further action on this resolution. Reminder – these issues are not exclusive to the City. This matter will be included in the work being done with the Department of Lands on the <i>Public Lands Act</i> Regulations.
RA-23-17-05	Shoreline Erosion	WHEREAS some communities in the NWT are facing riverbank and soil erosion issues; AND WHEREAS communities are facing huge costs associated with addressing these issues posing significant risks to essential infrastructure, caused by erosion in various forms; THEREFORE BE IT RESOLVED THAT the GNWT make it their priority to find funding, in particular with other stakeholders to remediate or mitigate these concerns.	MACA/ ENR	Riverbank and soil erosion are ongoing natural processes that can be accelerated by human activities. Depending on where infrastructure is located, it may be vulnerable to increased erosion in the future by sea level rise, melting permafrost or flooding of river systems due to climate change. The Department of Environment and Natural Resources (ENR) can work with the Department of Municipal and Community Affairs (MACA), and community	The Department of Environment and Natural Resources (ENR) is establishing a partnership with Natural Resources Canada to acquire coastal erosion and sea level rise data to inform hazard mapping and adaptation. Coastal erosion will be included in the Tuktoyaktuk hazard map pilot project, and shoreline erosion will be considered in other community hazard maps as they are developed. Riverbank and soil erosion are ongoing natural processes that can be	The GNWT will continue to work closely with community governments to address climate change impacts. Hazard mapping work being conducted by the GNWT in strong collaboration with communities on flood and permafrost thaw will contribute to advance this resolution. Coastal erosion models continue to be developed (and improved) using high-resolution satellite imagery, providing a baseline understanding of landscape changes taking place in the vicinity of archaeological sites and promoting an

			governments to help identify vulnerable areas and prepare adaptation plans to reduce risks. In the event MACA undertakes work associated with the protection or relocation of infrastructure affected by erosion, ENR could contribute technical input to this process. MACA has re-established its Community Planning Unit, within the new Community Governance Division. Land use planning is one of the most effective processes to facilitate local adaptation to climate change. Land use planning refers to the processes and instruments to manage the use of land and the physical development of a community. Shoreline Erosion issues can and should be taken into consideration when community governments update their community land use planning tools, including: community plans, zoning bylaws, development permits, and other development policies that may be used to minimize risks to communities in these areas experiencing erosion, landslides and other natural hazards. As the climate changes, so will the frequency and magnitude of climate- related hazards, posing a	accelerated by human activities. Depending on where infrastructure is located, it may be vulnerable to increased erosion in the future by sea level rise, melting permafrost or flooding of river systems due to climate change. The Department of Environment and Natural Resources (ENR) can work with the Department of Municipal and Community Affairs (MACA), and community governments to help identify vulnerable areas and prepare adaptation plans to reduce risks. In the event MACA undertakes work associated with the protection or relocation of infrastructure affected by erosion, ENR could contribute technical input to this process. MACA has re-established its Community Planning Unit, within the new Community Governance Division. Land use planning is one of the most effective processes to facilitate local adaptation to climate change. Land use planning refers to the processes and instruments to manage the use of land and the physical development of a community. Shoreline Erosion issues can and should be taken into consideration when community governments update their community land use planning tools, including: community plans, zoning bylaws, development permits, and other development policies that may be used to minimize risks to communities in these areas	informed approach to site monitoring efforts. NRCan is doing this work. Several new coastal erosion risk assessments have been completed using the Long-Term Change Detection (LTCD) product and high-resolution satellite imagery. Furthermore, work is now underway to conduct a quantitative comparison of the LTCD results alongside historical models of shoreline change developed by the Cultural Places Program, to verify the utility of LTCD data in detecting coastal erosion at known archaeological sites. NWT EMO supports communities who require assistance in updating and reviewing their plans annually by providing a Community Emergency Planning Template and offering Community Emergency Planning Workshops. The EMO’s Community Emergency Planning Template incorporates a method for communities to identify and rank hazards including climate change related hazards (e.g. floods, blizzards, wildland fires, permafrost thaw, coastal erosion). The GNWT is taking action by updating the Hazard Identification Risk Assessment and supporting hazard mapping in land use plans and community plans. The GNWT has also completed high-level reports for community infrastructure risk assessments and will support communities to develop sustainability
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			challenge for communities and residents on the NWT. For communities susceptible to flooding/erosion, MACA has annually shared information on any funding opportunities related to mitigation programs. MACA continues to work with Public Safety Canada by encouraging changes in funding programs that support planning efforts for disaster mitigation and adaptation. In addition, in a broader planning context, the updating of community plans is gas tax fund eligible within the terms of the 2014-2023 Agreement. MACA also encourages the community to use their annual Capital Planning Process and funding allocations to identify projects that will support the mitigation of shoreline erosion especially where it relates to protecting core community public infrastructure. MACA will continue to ensure that community governments are aware of these funding opportunities, as well as new federal funding that may apply, and encourage communities to discuss these matters with the MACA Regional Offices. Ground instability poses major risks to land use and development and	experiencing erosion, landslides and other natural hazards. As the climate changes, so will the frequency and magnitude of climate-related hazards, posing a challenge for communities and residents on the NWT. For communities susceptible to flooding/erosion, MACA has annually shared information on any funding opportunities related to mitigation programs. MACA continues to work with Public Safety Canada by encouraging changes in funding programs that support planning efforts for disaster mitigation and adaptation. In addition, in a broader planning context, the updating of community plans is gas tax fund eligible within the terms of the 2014-2023 Agreement. MACA also encourages the community to use their annual Capital Planning Process and funding allocations to identify projects that will support the mitigation of shoreline erosion especially where it relates to protecting core community public infrastructure. MACA will continue to ensure that community governments are aware of these funding opportunities, as well as new federal funding that may apply, and encourage communities to discuss these matters with the MACA Regional Offices.	and mitigation plans for their infrastructure most at risk. The GNWT is advocating for funding for planning for mitigation and adaptation to the impacts of climate change, including relocation of community assets. As a part of this, MACA will continue to ensure that community governments are aware of these funding opportunities, as well as new federal funding that may apply, and encourage communities to discuss these matters with the MACA Regional Offices. NWTAC Resolution Committee Recommendation: RE-AFFIRM – NWTAC will continue to work on this resolution. Climate change is a priority of the NWTAC.
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				reinforces the importance of integrating natural hazard management into land-use development and planning policies, particularly as there are few mitigation measures that can be implemented to address major ground movement events that can happen with little or no warning.	Ground instability poses major risks to land use and development and reinforces the importance of integrating natural hazard management into land-use development and planning policies, particularly as there are few mitigation measures that can be implemented to address major ground movement events that can happen with little or no warning.	
RA-23-13-02	Review and Amendment of the Property Assessment and Taxation Act and the Grants-in-Lieu of Property Taxes Policy	WHEREAS the Government of the Northwest Territories and the Commissioner are not liable to taxation pursuant to Section 73(2) of the <i>Property Assessment and Taxation Act</i>; AND WHEREAS the Government of the Northwest Territories makes grants in lieu of taxes pursuant to the Grants-In-Lieu Of Property Taxes Policy 21.09 in recognition of the services it receives from municipal governments and to pay its share of the costs to municipalities where territorial property is located; and AND WHEREAS the Government of the Northwest Territories does not pay Grants-In-Lieu of Property Taxes on property it leases to third parties; AND WHEREAS municipal governments cannot sell territorial property to recover unpaid taxes against defaulting tenants and are forced to take other measures, including making court applications, to recover unpaid taxes and such actions often never allow a municipality to recoup the loss; AND WHEREAS the Government of Canada is exempt from taxation pursuant to Section 125 of the Constitution Act, 1867 but makes	MACA	The current <i>Property Assessment and Taxation Act</i> was enacted in 1988 and has not had a comprehensive review since coming into force. MACA has identified some issues with the <i>Property Assessment and Taxation Act</i> legislation and the corresponding policies and procedures that lead to confusion, administrative challenges, and potentially complaints. MACA has initiated preliminary research to identify issues related to assessment that may require legislative or administrative solutions. This research will support the basis of a Legislative Proposal later in the 19th Assembly. The preliminary research includes engagement with a number of stakeholders including GNWT staff who are responsible for the implementation of the Act, the NWTAC and the public. MACA is	The current <i>Property Assessment and Taxation Act</i> was enacted in 1988 and has not had a comprehensive review since coming into force. MACA has identified some issues with the <i>Property Assessment and Taxation Act</i> legislation and the corresponding policies and procedures that lead to confusion, administrative challenges, and potentially complaints. MACA has initiated preliminary research to identify issues related to assessment that may require legislative or administrative solutions. This research will support the basis of a Legislative Proposal later in the 19th Assembly. The preliminary research includes engagement with a number of stakeholders including GNWT staff who are responsible for the implementation of the Act, the NWTAC and the public. MACA is also reviewing other property assessment legislation in Canada. MACA had identified three large pieces of legislation to prioritize for review	MACA is using a phased approach to advance amendments to the <i>Property Assessment and Taxation Act</i> (PATA). The first phase is intended to address known administrative issues such as increasing the terms of appointments for members of both the Municipal and Territorial Boards of Revision, while the second phase is intended to address more complex issues of property taxation and authorities such as the writing off of property tax debt. Bill 66, <i>An Act to Amend the Property Assessment and Taxation Act</i>, which implements the first phase amendments, was introduced and received First and Second Reading in the Fall sitting of the 19th Legislative Assembly (November 2022). MACA anticipates that Bill 66 will receive Third Reading in the Winter sitting of the 19th Assembly (February/March 2023). MACA has established a Working Group to advance the second phase consisting of members from the departments of Lands and Finance as well as Local

	payments in lieu of property taxes to local governments; AND WHEREAS the Government of Canada recognized that the term "grant" for the payments made in lieu of property taxes did not reflect the value of the services provided by municipal levels of government to federal properties and proceeded to amend the name of the act to “Payments in Lieu of Taxes”; AND WHEREAS the Government of Canada recognized the difficulty encountered by municipal governments in recovering unpaid taxes against tenants of federal property and beginning in the 2000 tax year included a provision in the Property in Lieu of Taxes Act for municipalities to request a payment in lieu of taxes on federal property occupied by a defaulting tenant, after demonstrating that every reasonable attempt has been made to collect the taxes from the tenant without success; AND WHEREAS various provincial governments have recognized the difficulty encountered by municipal governments in recovering unpaid taxes against tenants of provincial property and have included provisions in the applicable legislation to allow municipal governments to request a payment in lieu of taxes if all reasonable attempts to collect the outstanding taxes have not been successful; AND WHEREAS there have been instances where municipal governments have not been able to collect unpaid property taxes from tenants of territorial property and have not received any grant in lieu of taxes; and	also reviewing other property assessment legislation in Canada. MACA has identified three large pieces of legislation to prioritize for review and significant amendment during the 19th Assembly. These are, in order of anticipated priority: the <i>Fire Prevention Act</i>, the <i>Property Assessment and Taxation Act</i>, and the <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i>. The capacity of MACA to bring forward legislative amendments will always be restricted. An important element of any legislative initiative is the full engagement with community governments at a pace at which they can provide meaningful input to both issue identification and potential solutions. Accordingly, to update all legislation would exceed both the capacity of MACA, as well as the community governments that the legislation serves.	and significant amendment during the 19th Assembly. These are, in order of anticipated priority: the <i>Fire Prevention Act</i>, the <i>Property Assessment and Taxation Act</i>, and the <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i>. The capacity of MACA to bring forward legislative amendments is restricted and must always consider the level of engagement required to bring forward any legislative change that will affect community governments. The pace at which these changes are advanced is carefully considered to ensure that community governments can provide MACA with meaningful input to both issue identification and potential solutions. Accordingly, to update all legislation under the mandate of the department would exceed both the capacity of MACA, as well as the community governments that the legislation serves.	Administrators of Government of the NWT and the NWT Association of Communities. The feedback from this Working Group will be incorporated into the development of a legislative proposal and the Bill. Given the complexity of taxation law, MACA has contracted a lawyer to conduct research on the identified issues and propose recommendations for legislative amendments. Engagement with community governments, identified stakeholders, and the public is expected to occur in April 2023. MACA anticipates introducing a Bill early in the 20th Assembly. NWTAC Resolution Committee Recommendation: RE-AFFIRM – this legislation is being worked on. NWTAC will continue our work on this resolution.
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		AND WHEREAS the purpose of the grants made in lieu of taxes is to deal equitably and fairly with municipalities; NOW THEREFORE BE IT RESOLVED THAT the Northwest Territories Association of Communities urge the Government of the Northwest Territories to consider: i. amending the <i>Property Assessment and Taxation Act</i> and the Grants-In-Lieu of Properties Policy to allow municipal governments to request a payment in lieu of taxes if all reasonable attempts to collect the outstanding taxes have not been successful in accordance with what the federal and other provincial governments have already done; and ii. (ii) changing the name of the ‘Grants-In-Lieu of Properties Policy’ to the ‘Payments-In-Lieu of Properties Policy’ to emphasize the territorial government's responsibility as a property owner to share in the cost of local government, rather than its generosity in making a payment which it is not legally obliged to make.				
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STANDING (ST) - Refers to a resolution that reflects a standing policy of the NWTAC. The objective may have been achieved once, but may have to be restated because of a change in government ministers or department personnel. It also refers to a resolution not requiring active pursuit for one reason or another. **PLEASE NOTE: A response is not required for Resolutions in this section. It is provided only for context and general information.**

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
				2020	2021
ST-23-19-06	Carbon Pricing	WHEREAS fossil fuel use contributes to climate change inducing greenhouse gas emissions; AND WHEREAS the Government of the Northwest Territories is a signatory to the Pan- Canadian Framework for Clean Growth and Climate Change and is committed to meeting Federal benchmark for carbon pricing by 2019; AND WHEREAS the Government of the Northwest Territories has implemented Pan- Canadian Carbon Pricing in the Northwest Territories; AND WHEREAS the Government of the Northwest Territories has adopted a Carbon Tax as the preferred option for carbon pricing; AND WHEREAS communities in the NWT and their residents will see a direct increase in costs as a result of the carbon tax; NOW THEREFORE BE IT RESOLVED THAT the Northwest Territories Association of Communities lobby the Government of the Northwest Territories to ensure: • That 100% of the carbon tax revenue be recycled into the economy through transfers to households, business, industry and municipalities; • That support regarding the implementation of the carbon tax is addressed to the satisfaction of the communities; • That communities are proportionally funded to offset increased cost of municipal operations as a result of the carbon tax implementation; • That it commits to the advancement of sustainable initiatives to reduce the reliance on non-renewable fuels; and	FIN	The GNWT’s proposed approach to recycling carbon tax revenue was approved in the 2019-20 Budget and includes: • Heating Fuel Rebate - for residents, governments and business entities with less than 50 kilotonnes of annual greenhouse gas emissions, heating fuel will be 100 per cent rebated at the point of purchase. • Electrical Power Producers Rebate - Northwest Territories Power Corporation and other power producers will be provided with an annual rebate of carbon tax paid on non-motive diesel purchased for generating electricity for distribution. This rebate will insulate municipalities from increased electricity costs that would otherwise result from the carbon tax on diesel used to generate electricity. • Cost of Living Offset (COLO) – this tax-free benefit would be provided quarterly to all NWT residents. This benefit would increase annually as NWT carbon tax rates are increased. • Large Emitters (50 kilotonnes or more annual greenhouse gas emissions) Offset in two parts: - o an annual rebate for 75 per cent of the carbon tax collected on non-motive diesel and heating fuel and - o 25 per cent of the carbon tax collected on non-motive diesel and heating fuel held in individualized trust accounts that will	The NWT Carbon Tax and rebates were introduced September 1, 2019. Cost of Living Offset (COLO) payments were issued in October 2019 and April 2020. Each payment was \$52 for individuals and \$60 for each child. Starting in July 2020, annual COLO amounts will increase to \$156 for an individual and \$180 per child and payments will be issued quarterly. Single individuals in the NWT will receive their full annual payment in July, because their quarterly payments would be less than \$50. Rebates are as follows: • Heating Fuel Rebate – 100 % rebate for residents, governments and business entities • Electrical Power Producers Rebate – 100% rebate of carbon tax paid for generating electricity for distribution. This rebate will insulate municipalities from increased electricity costs that would otherwise result from the carbon tax on diesel used to generate electricity. • Large Emitters: 72% rebate of carbon tax paid and 12% in individual accounts for GHG reducing investments. • The GNWT continues to prioritize investments in alternative energy options to provide reliable, affordable alternatives to carbon-intensive fuels for communities and businesses. • The Department of Finance intends to provide an Annual Report on carbon pricing,

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
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		That the implementation and reporting processes related to the carbon tax initiative are presented in a transparent manner.		be able to be accessed for investments by each entity that reduce greenhouse gas emissions. The GNWT continues to prioritize investments in alternative energy options to provide reliable, affordable alternatives to carbon-intensive fuels for communities and businesses. The Department of Finance intends to provide an annual report on carbon pricing: raised revenues, rebate expenditures, and the investments to reduce greenhouse gas emissions. This report will also be included in the Climate Change Strategy action plan reporting requirements.	including: raised revenues, rebate expenditures, and the investments to reduce greenhouse gas emissions. This report will be included in the Climate Change Strategy Action Plan Report. NWTAC Resolution Committee Recommendation: STANDING – NWTAC will continue to monitor this resolution.
ST-23-19-12	Navigator for energy funding and involvement in funding discussions	WHEREAS it is difficult for the Arctic Energy Alliance to acquire data to report on community energy profiles, and some types of reporting is impossible due to formats and other restrictions on the data; AND WHEREAS information on community energy use is a critical part of energy planning and supports efforts to reduce greenhouse gas emissions; AND WHEREAS energy use data as it is currently received is generalized by company and region/territory; AND WHEREAS the Department of Finance is an important partner in the collection, interpretation and dissemination of information to support decision-making on energy for the GNWT and all NWT communities and residents; AND WHEREAS the GNWT is collecting data for their carbon tax program and to support federal requirements to report on greenhouse gas emissions; THEREFORE BE IT RESOLVED THAT the GNWT modify the legislation necessary to allow for the collection and sharing of aggregated energy data to enable partners, including the	ENR/ INF	The 2030 Energy Strategy, the Energy Action Plan, and the 2030 NWT Climate Change Strategic Framework were developed through extensive joint public engagements that included regional workshops with residents, communities, businesses, Indigenous governments and other stakeholders across the NWT. GNWT-led projects are primarily prioritized in the 2030 Energy Strategy in terms of cost effectiveness such as greenhouse gas reduced per dollar invested. There are other factors as well, and the GNWT has to balance competing and often shifting factors in its decision making. The GNWT also consider the following factors for GNWT-led projects: Community and Indigenous government engagement, participation, involvement and approval	The 2030 Energy Strategy, the Energy Action Plan, and the 2030 NWT Climate Change Strategic Framework were developed through extensive joint public engagements that included regional workshops with residents, communities, businesses, Indigenous governments and other stakeholders across the NWT. GNWT-led projects are primarily prioritized in the 2030 Energy Strategy in terms of cost effectiveness such as greenhouse gas reduced per dollar invested. There are other factors as well, and the GNWT has to balance competing and often shifting factors in its decision making. The GNWT also consider the following factors for GNWT-led projects: - Community and Indigenous government engagement, participation, involvement and approval - Energy security and reliability

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
				2020	2021
		Arctic Energy Alliance and community governments to fully participate in tracking and goal setting with respect to Energy. AND FURTHER THAT the GNWT provide clarification on how data will be collected and shared for their carbon tax program and greenhouse gas emissions reporting.		• Energy security and reliability • Energy affordability • Project complexity and likelihood of success • Stakeholder and community interests and needs The GNWT will be annually updating its three-year Energy Action Plan based on changing circumstances to transparently inform the public. The GNWT will also report annually on progress to remain accountable. We welcome input from communities about their priorities and what they would like to see in the Energy Action Plan. The GNWT undertakes appropriate community engagement before major energy projects are advanced. GNWT will always attempt to accommodate a community’s request to take part in a GNWT or utility led project. If communities wishes to lead their own energy projects, there is a significant amount of funding available through the GNWT’s Government GHG Grant Program, the Arctic Energy Alliance community funding, and through the Community Energy Efficiency Upgrades funded under federal Infrastructure programs administered through Municipal and Community Affairs, as well as through federal sources such as Natural Resources Canada and CanNor. The GNWT and the Arctic Energy Alliance currently take an active role in supporting communities in reaching their energy-related goals and objectives. If a community wishes to apply for GNWT and Arctic Energy Alliance	• Energy affordability • Project complexity and likelihood of success • Stakeholder and community interests and needs The GNWT will be annually updating its three-year Energy Action Plan based on changing circumstances to transparently inform the public. The GNWT will also report annually on progress to remain accountable. We welcome input from communities about their priorities and what they would like to see in the Energy Action Plan. The GNWT undertakes appropriate community engagement before major energy projects are advanced. GNWT will always attempt to accommodate a community’s request to take part in a GNWT or utility led project. If communities wishes to lead their own energy projects, there is a significant amount of funding available through the GNWT’s Government GHG Grant Program, the Arctic Energy Alliance community funding, and through the Community Energy Efficiency Upgrades funded under federal Infrastructure programs administered through Municipal and Community Affairs, as well as through federal sources such as Natural Resources Canada and CanNor. The GNWT and the Arctic Energy Alliance currently take an active role in supporting communities in reaching their energy-related goals and objectives. If a community wishes to apply for GNWT and Arctic Energy Alliance funding, the community can ask for support and

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
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				funding, the community can ask for support and it will be provided, including advice on which fund would be most appropriate. Should a community wish to apply for federal funding, the GNWT and the AEA are available to provide advice on where to apply and letters of support, as well as some technical support as appropriate for both the application process and for project implementation.	it will be provided, including advice on which fund would be most appropriate. Should a community wish to apply for federal funding, the GNWT and the AEA are available to provide advice on where to apply and letters of support, as well as some technical support as appropriate for both the application process and for project implementation. NWTAC Resolution Committee Recommendation: STANDING – NWTAC will continue to monitor this resolution and review any changes that impact this resolution.
DL-23-17-03	Fiscal Year Resolution	WHEREAS The NWT Cities Towns and Villages Act requires the fiscal year to be the calendar year; and WHEREAS the NWT Charter Communities Act and the Hamlets Act require a fiscal year ending March 31, except in the case of a Municipal Taxing Authority; and WHEREAS all Communities rely on funding from other orders of government whose fiscal year ends on March 31; and WHEREAS it may be in the better interest of each community in the NWT to select a fiscal year end which meets its need; THEREFORE BE IT RESOLVED That the NWTAC urges the GNWT to enact legislative changes that would give all municipalities the option of choosing a fiscal year that matches the calendar year or a fiscal year that ends on March 31; and BE IT FURTHER RESOLVED That this legislative change be identified as a priority for the 18th Legislative Assembly.	MACA	During the term of the 18th Legislative Assembly, Municipal and Community Affairs successfully brought forward amendments to more legislation than any other previous term of the government. In 2018 MACA engaged with members of the NWT Association of Communities, and the Local Government Administrators of the NWT on potential future legislative priorities. While these efforts did not identify clear priorities for future amendments to legislation, MACA is interested in pursuing legislative amendments that will address the largest issues facing community governments. MACA encourages the NWTAC to engage with their members, so identify and prioritize legislative amendments in order to inform the 19th Legislative Assembly who will establish the mandate of the next government. The capacity of MACA to bring forward legislative amendments will always be	MACA recognizes that there are a number of good reasons why the GNWT may want to consider the legislative changes required to allow all municipalities the option of choosing the same fiscal year (matching the calendar year or a fiscal year that ends on March 31, or some other option). Such a change may require additional or new amendments to six pieces of territorial legislation including the <i>Cities, Towns and Villages Act</i>, the <i>Charter Communities Act</i>, the <i>Hamlets Act</i>, the <i>Tłı̨chq̓ Community Government Act</i>, the <i>Property Assessment and Taxation Act</i> and the <i>Local Authorities Election Act</i>. These amendments would represent a significant undertaking and given the current legislative priorities of the department for the 19th Assembly, this work will need to be reviewed at a later time. MACA has identified three large pieces of legislation to prioritize for review and significant amendment during the 19th Assembly. These are, in order of anticipated priority: the <i>Fire</i>

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
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				restricted. An important element of any legislative initiative is the full engagement with community governments at a pace at which they can provide meaningful input to both issue identification and potential solutions. Accordingly, to update all legislation would exceed both the capacity of MACA, as well as the community governments that the legislation serves.	<i>Prevention Act</i>, the <i>Property Assessment and Taxation Act</i>, and the <i>Senior Citizens and Disabled Persons Property Tax Relief Act</i>. The capacity of MACA to bring forward legislative amendments will always be restricted. An important element of any legislative initiative is the full engagement with community governments at a pace at which they can provide meaningful input to both issue identification and potential solutions. Accordingly, to update all legislation would exceed both the capacity of MACA, as well as the community governments that the legislation serves. NWTAC Resolution Committee Recommendation: DELETE resolution has reach its life cycle.
ST-23-17-12	UNDRIP as a guide for NWT	WHEREAS the United Nations Declaration on the Rights of Indigenous peoples (UNDRIP) was passed by the United Nations general assembly on September 13,2017, and WHEREAS the Canadian government and the legislative assembly of the NWT also passed and endorsed the declaration that supports all indigenous Peoples, and WHEREAS lands, resources and community governments in the NWT are directly affected by self-government negotiations and agreements, and THEREFORE BE IT RESOLVED that the NWT Association of Communities hereby fully endorses and supports the UNDRIP as a guide in the negotiations with the indigenous peoples of the NWT	EIA	No response.	As described in the GNWT’s 2019-2023 Mandate, the GNWT is committed to further identifying, prioritizing and strengthening keys actions to further implement UNDRIP work with Indigenous governments, including creating and implementing an action plan that identifies changes required in GNWT legislation and policies to best reflect the principles set out in UNDRIP. The GNWT is anticipating developing a Terms of Reference (TOR) for a Working Group with Indigenous governments in 2020. NWTAC Resolution Committee Recommendation: STANDING – NWTAC will continue to monitor this resolution and bring forward this resolution

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
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					when this legislation is being addressed in the future.
ST-23-17-25	Decentralization of Jobs and Services	WHEREAS: as long as the GNWT has a policy to support decentralization of government Services and positions; and WHEREAS Communities rely on economic decentralization to support their local economies, THEREFORE BE IT RESOLVED THAT the GNWT put greater emphasis on ensuring that GNWT positions are equitably distributed throughout the NWT Communities.	EIA	The GNWT continues to reallocate positions to communities and looks to establish new positions in regional centers and other communities whenever it is appropriate to do so. Where it makes economic sense or the reallocation of a position can be justified in order to meet new service delivery requirements the GNWT will follow through with this commitment. An example of this process in action has been the establishment of 23 Government Service Officer positions at the community level in the NWT over the past several years. In 2016 the GNWT also introduced the Regional Recruitment Program, a training and development initiative that creates employment opportunities for potential employees by linking vacant regional positions with relevant on-the-job work experience.	The GNWT continues to reallocate positions to communities and looks to establish new positions in regional centers and other communities whenever it is appropriate to do so. Where it makes economic sense or the reallocation of a position can be justified in order to meet new service delivery requirements, the GNWT will follow through with this commitment. An example of this process in action has been the establishment of 23 Government Service Officer positions at the community level in the NWT over the past several years. In 2016 the GNWT also introduced the Regional Recruitment Program, a training and development initiative that creates employment opportunities for potential employees by linking vacant regional positions with relevant on-the-job work experience. NWTAC Resolution Committee Recommendation: STANDING – NWTAC will continue to monitor this resolution and bring forward this resolution when this legislation is being addressed in the future.
DL-23-14-01	Fees for Households in the GTA	WHEREAS the Government of the Northwest Territories is responsible for the services and associated fees for households in the General Taxation Area; AND WHEREAS the Government of the Northwest Territories is responsible for the assessment and determination of the mill rates for these households;	MACA / FIN	The Department of Municipal and Community Affairs (MACA) has the responsibility to assess lands and improvements across the Northwest Territories (NWT) in accordance with the <i>Property Assessment and Taxation Act</i> and the Property Assessment Regulations. The Department of Finance is responsible for establishing mill rates and the collection of	The Department of Municipal and Community Affairs (MACA) has the responsibility to assess lands and improvements across the Northwest Territories (NWT) in accordance with the <i>Property Assessment and Taxation Act</i> and the Property Assessment Regulations. The Department of Finance is responsible for establishing mill rates and the collection of property taxes for territorial

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		AND WHEREAS these households typically make use of municipal services such as landfill, water and sewer systems, emergency services, etcetera. NOW THEREFORE BE IT RESOLVED THAT the Government of the Northwest Territories develop a policy whereby the mill rate levied to these households, in proximity to established communities, mirrors municipal mill rates; and the monies collected by the Department of Municipal and Community Affairs be distributed to the nearest community that provides for municipal services.		property taxes for territorial purposes on an annual basis, also in accordance with the <i>Property Assessment and Taxation Act</i>. These tax revenues go into general revenues and are allocated to Government of the Northwest Territories (GNWT) programs and services based on government priorities, including funding to all community governments to support their programs and services under the Community Government Funding Policy. Tax-based community governments establish their own municipal mill rates and collect property taxes from their residents to fund their municipal services. Households living in proximity to tax-based community governments do not receive the same municipal services, such as: municipal enforcement, water, sewer, and garbage pickup that the households within the municipal boundaries receive. Therefore applying the same mill rates to households outside the municipal boundaries as applied to households within the established community governments is not equitable tax treatment. Municipal councils are already able to raise revenue from households living outside municipal boundaries who use municipal services by charging user fees. Some NWT municipalities distinguish between residents and non-residents when charging user fees for emergency response services so that individuals living outside municipal boundaries are charged higher fees for fire and ambulance services. Municipal councils also have the ability to change the property tax/user fee mix to extract higher user fees so that more of the	purposes on an annual basis, also in accordance with the <i>Property Assessment and Taxation Act</i>. These tax revenues go into general revenues and are allocated to Government of the Northwest Territories (GNWT) programs and services based on government priorities, including funding to all community governments to support their programs and services under the Community Government Funding Policy. Tax-based community governments establish their own municipal mill rates and collect property taxes from their residents to fund their municipal services. Households living in proximity to tax-based community governments do not receive the same municipal services, such as: municipal enforcement, water, sewer, and garbage pickup that the households within the municipal boundaries receive. Therefore applying the same mill rates to households outside the municipal boundaries as applied to households within the established community governments is not equitable tax treatment. Municipal councils are already able to raise revenue from households living outside municipal boundaries who use municipal services by charging user fees. Some NWT municipalities distinguish between residents and non-residents when charging user fees for emergency response services so that individuals living outside municipal boundaries are charged higher fees for fire and ambulance services. Municipal councils also have the ability to change the property tax/user fee mix to extract higher user fees so that more of the cost recovery is paid by the user of the service, regardless of whether the user is a

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
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				cost recovery is paid by the user of the service, regardless of whether the user is a resident or non-resident than through general property taxes. Should the review of the <i>Property Assessment and Taxation Act</i> be deemed a priority for the 19th Legislative Assembly, MACA would be prepared to review this request.	resident or non-resident than through general property taxes. MACA has initiated preliminary research to identify issues related to assessment that may require legislative or administrative solutions. This research will support the basis of a Legislative Proposal later in the 19th Assembly. The preliminary research includes engagement with a number of stakeholders including GNWT staff who are responsible for the implementation of the Act, the NWTAC and the public. MACA is also reviewing other property assessment legislation in Canada. NWTAC Resolution Committee Recommendation: DELETE – life cycle has been reached and this is also dealt with in other resolutions.
DL-23-14-03	Hazardous Waste Materials in Municipal Land Fills	WHEREAS the hazardous waste stockpiled in the Norman Wells and the Fort Good Hope municipal solid waste facilities are legacy waste deposited over several decades; AND WHEREAS the stockpiled hazardous waste is evidently from a number of institutional, commercial and industrial sources including federal and territorial government departments and corporations in addition to municipal sources; AND WHEREAS land ownership of landfills and jurisdictional authority over landfills has been shared or has changed hands over time; AND WHEREAS the Town of Norman Wells and the K’asho Go’tine Charter Community are committed to improving municipal solid waste management and staff have already dedicated substantial resources in staff time and	ENR / MACA	Managing the stockpiles of hazardous waste in municipal solid waste facilities is a share responsibility of all three levels of government; federal, territorial and municipal. For its part, the GNWT recognizes the importance of addressing historic stockpiles of hazardous waste in NWT communities, and this has been a key consideration in the development of a Waste Resource Management Strategy and Implementation Plan (the Strategy). This Strategy, which has been designed to be a 10-year road map to improving solid waste management in the NWT, was approved in spring 2019. The NWTAC and staff representatives of a cross section of NWT communities have played an active role in shaping the Strategy to best serve community	The Waste Resource Management Strategy and Implementation Plan (2019) committed the GNWT to assisting five to ten communities to implement the Clean Up Clean Start program by 2025, and to continue expanding the program into the future. This includes removing hazardous waste from community solid waste sites, and transition to temporary storage of hazardous waste to prevent the recurrence of stockpiles. The GNWT has allocated \$500,000 annually from the environmental liability funds over the first four years of the Strategy for hazardous waste removal. To date, the Clean Up Clean Start Program has used this funding to remove hazardous waste in Ulukhaktok, Paulatuk, Fort Good Hope, Tulit’a, Fort Providence and Fort Simpson.

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
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		equipment to segregate, contain, label and inventory several hazardous waste streams; AND WHEREAS the estimates received by the communities for handling, transportation and disposal of the hazardous waste far exceed the means of the community governments’ budget; AND WHEREAS substantial efficiencies can be found by addressing waste on a regional scale; AND WHEREAS the municipal landfills are not constructed nor licensed to store hazardous waste over time; AND WHEREAS the existing hazardous waste represents a real threat to the environment and community source water AND WHEREAS communities throughout NWT are challenged with similar situations. NOW THEREFORE BE IT RESOLVED THAT Environment Canada, Aboriginal Affairs and Northern Development, and the Government of Northwest Territories partner to reach an agreement for shared responsibility in the costs of disposing of existing stockpiles of hazardous waste in communities throughout NWT; AND FURTHER THAT the Government of Northwest Territories collaborate with community and regional governments to develop a comprehensive strategy to manage, store, handle, transport and dispose of hazardous waste in the future at a regional scale.		needs, and will continue to play a vital role in its implementation. In addition to future actions that will likely stem from the Strategy, MACA and ENR have been working with community governments to clean up their disposal sites, and transition to temporary storage of hazardous waste to prevent the recurrence of stockpiles. These departments will also continue to seek opportunities for coordinated transportation and disposal of hazardous waste at regional scale, and continue to provide necessary support and capacity building for communities to comply with regulatory and other waste management requirements. In 2018-19, the GNWT provided funding to assist in hazardous waste removal from Ulukhaktok, Fort Good Hope, and Tulita. The issues reaffirmed in RA-18-14-03 continue to be addressed by ENR and MACA as capacity allows. Numerous communities have taken steps with support from ENR and MACA towards removing stockpiles of hazardous waste. Improving the management of hazardous waste is identified as a priority area for the Waste Resource Management Strategy. MACA and ENR continue engagement with municipal governments throughout the NWT on cleaning up disposal sites and preventing hazardous waste from stockpiling. MACA and ENR will continue to seek funding sources and opportunities for coordinated transportation and disposal of hazardous waste at a regional scale.	The federal government has committed to providing \$37.5 million over ten years to improve infrastructure in communities, specifically targeting projects that result in improvements at solid waste sites. ENR and MACA will engage communities and assist them in applying for these Investing in Canada Infrastructure Program (ICIP) funds. To date, \$3.225 million in ICIP funds has been committed to solid waste site diversion and improvement projects in Sahtú and Beaufort Delta communities, including Norman Wells and K’asho Go’tine (Fort Good Hope). In addition to supporting communities with accessing ICIP and environmental liabilities funds through the Clean Up Clean Start Program, ENR will continue to support hazardous waste removal under the Waste Reduction and Recycling Initiative. NWTAC Resolution Committee Recommendation: DELETE Life cycle has been met.

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				2020	2021
				The Departments will also continue to work with community governments to help identify and provide the necessary support and capacity building, so that they can comply with regulatory and other waste management requirements. These will include: • Support needed by each community government to comply with the water license that regulates the management of solid waste sites and sewage lagoons; and • Support needed by community governments to ensure proper management of solid waste sites and proper handling and disposal of hazardous waste. The Interdepartmental Committee for the Management of Drinking Water and Wastewater terms of reference has been amended and is now called the Interdepartmental Drinking Water and Waste Management Committee. This Committee now includes a sub-committee called the Waste Management Technical Committee. MACA’s work plan to support communities under this committee’s mandate will be shared with NWTAC as soon as it is approved through the technical committee.	
DL-23-13-01	Regulation of Massage Therapy Providers	WHEREAS concerns regarding the regulation of persons and businesses that provide massage therapy have been expressed to both the City of Yellowknife and the Territorial Government over the past several years by professional associations, individual service providers and members of the public; and	HSS	<i>The Health and Social Services Professions Act (HSSPA)</i> is an umbrella Act that will help protect the public by ensuring regulated professions meet established requirements, standards, and competency levels. The Department of Health and Social Services (HSS) is currently drafting the following profession-specific regulations under the HSSPA. The Emergency Medical	<i>The Health and Social Services Professions Act (HSSPA)</i> is an umbrella Act that protects the public by ensuring regulated professions meet established requirements, standards, and competency levels. The Naturopathic Profession Statutes Amendment Act was advanced at the end of the 18th Legislative Assembly, to allow for the passage of regulations regulating the

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
				2020	2021
		WHEREAS there are now persons and/or businesses offering massage therapy in more than one community in the Northwest Territories; and WHEREAS Provinces including British Columbia, Newfoundland and Ontario have chosen to regulate this activity in the interests of public safety and consumer protection; and WHEREAS the Government of the Northwest Territories is well positioned to regulate the activity through its Department of Health and Social Services; and WHEREAS the Government of the Northwest Territories is considering legislation that would regulate a number of health and social services professions in the Northwest Territories; NOW THEREFORE BE IT RESOLVED THAT the NWTAC urge the Territorial Government to consider the regulation of massage therapy as part of the proposed Health and Social Services (Umbrella) Professions Legislation.		Services Provider Regulation will be finalized by the end of 2019. The Naturopathic Practitioner Regulation and Psychologists Regulation will follow after that. The Executive Council is responsible for deciding which professions will be included under the Act. When the Act comes into force by the end of 2019, in accordance with section 2 of the Act, professional associations can initiate the process to become regulated by bringing forward an application to HSS. There are a number of criteria that are used to determine which professions should be designated under the HSSPA, but also when a profession should be designated. These criteria include, but are not limited to, a profession’s regulatory status in other jurisdictions, whether there are other means to regulate members of the profession other than under the Act, the nature and degree, if any, of the risk to the health and safety of the public if the profession is unregulated, and the potential economic impacts of regulation. Application procedures will be posted to the HSS website in fall 2019.	Naturopathic Doctors profession in the NWT. The Department of Health and Social Services (HSS) is currently drafting the following profession-specific regulations under the HSSPA. The Emergency Medical Services Provider Regulation will be finalized during the 19th Legislative Assembly. The Naturopathic Practitioner Regulation and Psychologists Regulation will follow after that. The Executive Council is responsible for deciding which professions will be included under the Act. In accordance with section 2 of the Act, professional associations can initiate the process to become regulated by bringing forward an application to HSS. There are a number of criteria that are used to determine which professions should be designated under the HSSPA, but also when a profession should be designated. These criteria include, but are not limited to, a profession’s regulatory status in other jurisdictions, whether there are other means to regulate members of the profession other than under the Act, the nature and degree, if any, of the risk to the health and safety of the public if the profession is unregulated, and the potential economic impacts of regulation. NWTAC Resolution Committee Recommendation: DELETE Life cycle has been met.
ST-23-09-08	Plumbing Inspections	WHEREAS the GNWT provides for licensing, regulation and inspection services for gas and electrical installations, for the purpose of public safety and assurance of quality services; and,	MACA	The Government of the Northwest Territories does not have any legislation that could be used to regulate plumbing services. Municipal legislation provides municipal governments	The Government of the Northwest Territories does not have any legislation that could be used to regulate plumbing services. Municipal legislation provides municipal governments with

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
				2020	2021
		WHEREAS licensing, regulation and inspection services are not provided by the GNWT for the installation of plumbing services and fixtures; and, WHEREAS the lack of licensing, regulation and inspection services for plumbing is resulting in unnecessary maintenance and repair expenses for homeowners and others due to shoddy and substandard plumbing works; and, THEREFORE BE IT RESOLVED THAT the NWT Association of Communities urges the GNWT to immediately implement a licensing, regulation and inspection service for all new plumbing installations to a minimum standard of the National Plumbing Code of Canada, and that such services be provided to all NWT Communities by the GNWT, where appropriate.		with the authority to pass bylaws to adopt in whole or in part, a code such as the National Plumbing Code or standard made or recommended by the Government of the Northwest Territories, Canada or a province. The City of Yellowknife, for example, requires plumbers and plumbing companies to get a Mechanical Permit when undertaking plumbing work within their municipal boundaries. When applying for the permit, the contractor has to provide sufficient information that the work will conform to Yellowknife’s by-laws, the National Building Code and the National Plumbing Code. Inspections are also required by the permit. Municipal governments, therefore, have all the legal authority they require to regulate plumbing work and they can do it by passing a by-law.	the authority to pass bylaws to adopt in whole or in part, a code such as the National Plumbing Code or standard made or recommended by the Government of the Northwest Territories, Canada or a province. The City of Yellowknife, for example, requires plumbers and plumbing companies to get a Mechanical Permit when undertaking plumbing work within their municipal boundaries. When applying for the permit, the contractor has to provide sufficient information that the work will conform to Yellowknife’s by-laws, the National Building Code and the National Plumbing Code. Inspections are also required by the permit. Municipal governments, therefore, have all the legal authority they require to regulate plumbing work and they can do it by passing a by-law. NWTAC Resolution Committee Recommendation: STANDING – NWTAC will continue to monitor this resolution and bring forward this resolution when this legislation is being addressed in the future.
ST-23-01-07	Permanent Stationary Placement of a Community Registered Nurse	WHEREAS remote communities in the Northwest Territories are experiencing the deepest impact from the national nurses shortage, often leaving the community with no experienced health care provider; and WHEREAS remote communities in the Northwest Territories already experience health standards far below the national average, the impact of the nurse’s shortage has dramatically effected the overall situation in these communities. THEREFORE BE IT RESOLVED THAT the Northwest Territories Association of Communities urge the government of the Northwest Territories, Department of	HSS	Several challenges arise when striving to provide healthcare services in small communities and these challenges are not unique to the Northwest Territories. In many of small, more remote NWT communities, there is concern not only with access to routine care, but particularly with the capacity to respond to a medical emergency when such an event occurs. Programs such as Med Response facilitate immediate, around-the-clock access to physician support and emergency services, including medevac services. Through referral	Several challenges arise when striving to provide healthcare services in small communities and these challenges are not unique to the Northwest Territories. In many of small, more remote NWT communities, there is concern not only with access to routine care, but particularly with the capacity to respond to a medical emergency when such an event occurs. Programs such as Med Response facilitate immediate, around-the-clock access to physician support and emergency services, including medevac services. Through referral processes and medical travel services, all

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
				2020	2021
		Health & Social Services and other relevant governmental bodies to assist in ensuring permanent stationary placement of a community Registered Nurse in all northern communities within the Northwest Territories.		processes and medical travel services, all residents of the NWT have access to specialist and allied health services in the larger regional centres. Healthcare is provided to residents in communities without a permanent nurse through nurse visits and also by the Community Health Representative, Community Health Worker and/or a Community Support Worker who reside in the community. There are additional initiatives to balance scopes of practice for healthcare providers in small communities. One such initiative is the Tsiigehtchic emergency services pilot project, which was organized in response to residents' requests for full-time nursing staff. The Department, the Northwest Territories Health and Social Services Authority (NTHSSA), members of the Beaufort Delta Region, and Tsiigehtchic leaders are have been working together to explore an approach to emergency health care in Tsiigehtchic that is uniquely suited to Tsiigehtchic. The goal is to develop a new approach to emergency care that is tailored to meet community needs for care and emergency services in communities without resident nurses. The proposed approach incorporates first responder education for community members. The Community Based Emergency Care (CBEC) project has been piloted in Tsiigehtchic to help the community better respond to emergency situations. Phase one of the CBEC project in Tsiigehtchic was completed on June 30, 2017, The working group members include the Department of Health and Social Services (Department), the	residents of the NWT have access to specialist and allied health services in the larger regional centres. Healthcare is provided to residents in communities without a permanent nurse through nurse visits and also by the Community Health Representative, Community Health Worker and/or a Community Support Worker who reside in the community. There are additional initiatives to balance scopes of practice for healthcare providers in small communities. One such initiative is the Tsiigehtchic emergency services pilot project, which was organized in response to residents' requests for full-time nursing staff. The Department, the Northwest Territories Health and Social Services Authority (NTHSSA), members of the Beaufort Delta Region, and Tsiigehtchic leaders are have been working together to explore an approach to emergency health care in Tsiigehtchic that is uniquely suited to Tsiigehtchic. The goal is to develop a new approach to emergency care that is tailored to meet community needs for care and emergency services in communities without resident nurses. The proposed approach incorporates first responder education for community members. The Community Based Emergency Care (CBEC) project has been piloted in Tsiigehtchic to help the community better respond to emergency situations. Phase one of the CBEC project in Tsiigehtchic was completed on June 30, 2017, The working group members include the Department of Health and Social Services (Department), the NTHSSA, the Charter Community of Tsiigehtchic, the Gwichya

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
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				NTHSSA, the Charter Community of Tsiigehtchic, the Gwichya Gwich'in Council, and Tsiigehtchic community members. The second phase of the project commenced in mid-October, 2018 and was completed at the end of March 2019. This phase of the project focused on capacity-building and planning. The Community Based Emergency Care training was delivered during the week of February 25th, 2019, 16 community members attended the training. Upon completion of the course participants received a custom Community Based Emergency Care certificate as well as a certificate in First Aid from the Canadian Red Cross. Target populations identified to participate in the training were members of the Rangers, municipal workers, councilors, and other community members. The community Working Group members worked within their community to identify course participants. The SAO coordinated registration for the course. From the program evaluation the participants expressed a high level of satisfaction with the course and felt it was quite valuable. The Department is anticipating a final program report that will contain the program curriculum, course evaluation and recommendations for future offerings.	Gwich'in Council, and Tsiigehtchic community members. The second phase of the project commenced in mid-October, 2018 and was completed at the end of March 2019. This phase of the project focused on capacity-building and planning. The Community Based Emergency Care training was delivered during the week of February 25th, 2019, 16 community members attended the training. Upon completion of the course participants received a custom Community Based Emergency Care certificate as well as a certificate in First Aid from the Canadian Red Cross. Target populations identified to participate in the training were members of the Rangers, municipal workers, councilors, and other community members. The community Working Group members worked within their community to identify course participants. The SAO coordinated registration for the course. From the program evaluation the participants expressed a high level of satisfaction with the course and felt it was quite valuable. The Department is anticipating a final program report that will contain the program curriculum, course evaluation and recommendations for future offerings. NWTAC Resolution Committee Recommendation: STANDING – NWTAC will continue to monitor this resolution and bring forward this resolution when this legislation is being addressed in the future.

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
				2020	2021
ST-23-01-11	Permanent Placement of a Community RCMP Officer	WHEREAS several remote municipalities have not had a permanent stationary police officer to effectively, monitor and enforce laws and various legislation; and WHEREAS the absences of proper police protection can sometimes put un-due stress on community residents. THEREFORE BE IT RESOLVED THAT the Northwest Territories Association of Communities urge the Government of the Northwest Territories, Department of Justice, the Royal Canadian Mounted Police and other relevant government bodies within all levels of government for a permanent Police Officer in all remote communities within the NWT.	DOJ	The Department of Justice continues to be committed to working in partnership with the RCMP and community residents on policing services and local justice programming to enhance safety in communities. As a government, we are committed to ensuring each person has access to policing services, regardless of where they live. Although some of our smaller communities may not have permanent RCMP detachments, they receive policing services through regular patrols from adjacent communities, or by having members dedicated to the community who may spend several days per week in that community.	The Department of Justice continues to work with the RCMP and communities to provide policing services and local justice programming to each community in the NWT. The Department of Justice has been able to secure funding under the First Nations Policing Program to create 5 new RCMP positions across the NWT. These positions will not be physically located in small communities but will be posted to hub locations that will serve outlying communities. The RCMP remains committed to a strategic approach to patrolling small communities that promotes community safety and health. NWTAC Resolution Committee Recommendation: STANDING – NWTAC will continue to monitor this resolution and bring forward this resolution when this legislation is being addressed in the future.
ST-23-98-12	Limiting the Time Available to the Territorial Assessment Appeal Tribunal to Reach a Decision	WHEREAS the current provisions of the Property Assessment and Taxation Act provide for the establishment of a Territorial Assessment Appeal Tribunal; and WHEREAS the Tribunal has historically experienced some delays in hearing appeals on property assessments, thereby causing some delays in concluding taxation claims against properties subject to appeals; and WHEREAS this uncertainty has continued in some instances for more than one year because of delays in hearing appeals. THEREFORE BE IT RESOLVED THAT the NWTAC petition the GNWT to amend the <i>Property Assessment and Taxation Act</i>	MACA	A legislative review of <i>the Property Assessment and Taxation Act</i> has not been identified as a priority during the 18th Legislative Assembly and has not been put on MACA’s list of legislative priorities. Due in part to capacity, but also due to the number of Acts that MACA administers, it has become necessary for MACA to prioritize its legislative initiatives. During this year’s NWT Association of Communities AGM, MACA did facilitate an interactive session with delegates to begin to gather input on legislation issues impacting community governments. This is the	Due in part to capacity, but also due to the number of Acts that MACA administers, it has become necessary for MACA to prioritize its legislative initiatives. The current <i>Property Assessment and Taxation Act</i> was enacted in 1988 and has not had a comprehensive review since coming into force. MACA has identified some issues with the <i>Property Assessment and Taxation Act</i> legislation and the corresponding policies and procedures that lead to confusion, administrative challenges, and potentially complaints.

Resolution No.	Resolution Title	Resolution Text	GNWT Dept. Responsible	GNWT Response	
				2020	2021
		such that the Tribunal be granted a period of no more than six months from the time of the deadline of appeals during which it must rule on said appeals.		beginning of an engagement process that will contribute to establishing legislative priorities for the 19th Legislative Assembly. MACA is aware that the NWT Association of Communities has passed as many as eight (8) resolutions that may impact the <i>Property Assessment and Taxation Act</i>. This is important feedback that will be considered, not only as we set priorities, but also once we begin the legislative review process.	MACA has initiated preliminary research to identify issues related to assessment that may require legislative or administrative solutions. This research will support the basis of a Legislative Proposal later in the 19th Assembly. The preliminary research includes engagement with a number of stakeholders including GNWT staff who are responsible for the implementation of the Act, the NWTAC and the public. MACA is also reviewing other property assessment legislation in Canada. MACA is aware that the NWT Association of Communities has historically passed as many as eight resolutions with considerations that may impact the <i>Property Assessment and Taxation Act</i>. This is important feedback that will be considered, not only as we set priorities, but also once we begin the legislative review process. NWTAC Resolution Committee Recommendation: STANDING – NWTAC will continue to monitor this resolution and bring forward this resolution when this legislation is being addressed in the future.

New NWTAC Proposed Resolutions

- **Call for Public Inquiry – Kakisa/Enterprise/Hay River (SS-052) Wildfire Response**

WHEREAS the Northwest Territories experienced an extraordinary wildfire season during the summer of 2023 that impacted several communities and over 60% of its population. These impacts resulted in enormous physical, psychological and economical impacts to our residents and communities.

AND WHEREAS various agencies and governments involved in the 2023 wildfire season response are conducting after-action reviews - these reviews may provide a valuable platform for internally assessing the performance of each specific agency or government entity, they may fall short in comprehensively addressing inter-agency and inter-government operational, communication, and coordination issues highlighted by the complex, large-scale, and multi-jurisdictional nature of the 2023 wildfire season.

AND WHEREAS in support of the numerous calls by Leaders and residents for a Public Inquiry into N.W.T. wildfire response, including a petition signed by over 500 persons, statement by the Hamlet of Enterprise and, the NWT Dene Nation (ex: CBC/North.ca – Oct 19/2023 - *“Leaders and residents calling for public inquiry into N.W.T. wildfire response”*)

- *“The Dene Nation released a statement on Oct. 12 [2023] calling for a full independent public inquiry into the management and response to the unprecedented wildfire season.”*
- *“Earlier this week, leaders in Enterprise, N.W.T., were asking how their community was almost completely wiped out. The community of about 100 people lost 80 per cent of its structures.”*

AND WHEREAS at the Regular Meeting of Council 10-23 – November 21, 2023, a recommendation was brought forward for Council to discuss issuing a letter of support for a public inquiry into the 2023 wildfire response specifically in the Kakisa, Enterprise, Hay River area.

THEREFORE BE IT RESOLVED that the Govt of the NWT, the Premier and Executive Council with the support of all MLAs, support the calls for a public inquiry into the 2023 wildfire season response efforts with the aim of identifying any inter-agency and inter-government operational, communication, and coordination issues that may have been highlighted by the complex, large-scale, and multi-jurisdictional nature of this wildfire season, and,

BE IT FURTHER RESOLVED that this process be carried out in the spirit of creating forward-looking recommendations that can enhance wildfire prevention, preparedness, and response strategies through changes in legislation, policies, or practices to better ensure the protection of communities and natural ecosystems in the north.

NWTAC Reaffirmed Resolutions

- **RA- 23-22-01: Expand the Rural and Remote Stream of the Reaching Home Program**

WHEREAS the National Housing Strategy has five streams of funding under the Reaching Home program designated for communities with populations above 25k; therefore, be it

- RESOLVED That the Federal Government ensure that updates to the National Housing Strategy include measures to set aside meaningful funding for the provision of social and affordable housing in rural and remote communities inclusive of those with a population base under 25k.

- **RA-23-20-07: O & M Funding Levels**

WHEREAS there is still a wide gap between funding needs and funding levels;
WHEREAS most, if not all, municipal governments have been struggling with less than adequate funding from the GNWT

- BE IT FURTHER RESOLVED that the NWT Association of Communities immediately petition the GNWT Dept of MACA to fully disclose its intentions to immediately increase O&M funding to all NWT municipal governments.
- BE IT FURTHER RESOLVED that the NWT Association of Communities immediately petition the GNWT Dept of MACA to enter into 3 to 5-year contribution agreements with municipalities / local governments.

- **RA-23-20-09: Infrastructure Shortfall**

- WHEREAS less than 10% of the budgeted infrastructure expenditure (capital estimates) would fund the identified Community Infrastructure funding shortfall for municipalities, thus allowing community governments to invest in maintaining local infrastructure necessary to sustain and support basic community living requirements, promote long-term sustainability of community infrastructure and, to provide critical local economic stimulus.
- THEREFORE BE IT RESOLVED that the 20th Legislative Assembly prioritize its 2024/25 and future years funding to eliminate the municipal Community Infrastructure shortfalls as identified by GNWT Department of Municipal and Community Affairs.
- BE IT FURTHER RESOLVED that the GNWT Dept of MACA provide the members of the 20th Legislative Assembly with updated reporting that identifies the underfunding of critical infrastructure funding for municipalities.
- BE IT FURTHER RESOLVED that the NWT Association of Communities immediately petition the GNWT Dept of MACA to enter into 3 to 5 year contribution agreements with municipalities / local governments.

- **DL-23-20-12: Reinstate the Public Boards of Aurora College & the NWT Power Corporation**
 WHEREAS The Government of the NWT in all its services, organizations and corporations exist to serve the needs and directions of the residents of the NWT; and
 WHEREAS engaged public boards of governance are an essential component of a healthy democracy and representative of a Government that is interested in listening, and acting in the best interests of its residents, by following the directions and feedback of its public;
 - THEREFORE BE IT RESOLVED the NWTAC asks the Government of the NWT to immediately re-instate the public boards of The NT Power Corporation and Aurora College.

- **DL-23-20-18: Reducing Alcohol-Related Harms and Costs in the NWT**
 WHEREAS as identified in the GNWT's Mental Health and Addictions Strategic Framework, alcohol and drug use is very costly to our system. Between 2008/09 and 2010/11, on an annual average basis, 429 NWT patients were hospitalized 615 times with one or more alcohol or drug related issues, resulting in 3,250 bed days at an estimated cost of \$7.5 million to the territorial health system.
 - BE IT RESOLVED THAT the Govt of the NWT implement its proposed Alcohol Strategy that includes an evidence-based gold standard best practices to address alcohol related harm in the NWT.

NWTAC Standing Resolutions

- **DL-23-17-03: Fiscal Year Resolution**
 WHEREAS The NWT Cities Towns and Villages Act requires the fiscal year to be the calendar year; and
 WHEREAS the NWT Charter Communities Act and the Hamlets Act require a fiscal year ending March 31, except in the case of a Municipal Taxing Authority; and
 WHEREAS all Communities rely on funding from other orders of government whose fiscal year ends on March 31; and
 WHEREAS it may be in the better interest of each community in the NWT to select a fiscal year end which meets its need;
 - THEREFORE BE IT RESOLVED That the NWTAC urges the GNWT to enact legislative changes that would give all municipalities the option of choosing a fiscal year that matches the calendar year or a fiscal year that ends on March 31; and
 - BE IT FURTHER RESOLVED That this legislative change be identified as a priority for the 20th Legislative Assembly.

- **DL-23-14-01: Fees for Households in the GTA**

WHEREAS the Government of the Northwest Territories is responsible for the services and associated fees for households in the General Taxation Area;

AND WHEREAS the Government of the Northwest Territories is responsible for the assessment and determination of the mill rates for these households,

AND WHEREAS these households typically make use of municipal services such as landfill, water and sewer systems, emergency services, etcetera.

- NOW THEREFORE BE IT RESOLVED THAT the Govt of the NWT develop a policy whereby the mill rate levied to these households, in proximity to established communities, mirrors municipal mill rates; and the monies collected by the Dept of MACA be distributed to the nearest community that provides for municipal services.



BRIEFING NOTE

To: Mayor and Council

From: Administration

Date: December 19, 2023

Subject: Senior Administrative Officer Employment By-law

Purpose:

To provide Council with information regarding the proposed update to the Senior Administrative Officer Employment By-law.

Background:

The current Senior Administrative Officer Employment By-law 1019 was approved by Mayor and Council September 21, 2021. It was an update of a previous by-law that had been in place for several decades.

Mayor and Council had solicited legal counsel in the rewriting of this by-law, and a draft has been recently received from the lawyer (attached).

Administration has reviewed this document against the previous document to confirm all changes made, determine any potential omissions, and assess the ability of Mayor and Council to administer the proposed by-law as presented.

Comments are as follows:

- Discrimination clause removed. Assume covered by higher legislation.
- Added 4. Rate of Pay clause, however contradicts 13. Remuneration clause. Further, does not allow for cost of living increases or changes to Northern Allowance.
- Added 5. Duties and Responsibilities clause that references a Job Description to be included as an appendix (attached; not reviewed). Reinforces that no overtime is paid, sets hours of work, allows for work to be required outside of Job Description.
- Retains 6. Outside Employment clause. Does not address volunteering.

- Expands on 8. Probation clause. Ties to Northwest Territories Employment Standards Act, provides additional detail regarding extension of probation, and adds some relatively loose wording regarding internal candidates.
- Updates 9. Performance Review and Appraisal clause to track changes to 8. Probation.
- Removes wording from 10. Discipline clause regarding progressive discipline which allows for expanded unilateral action by Mayor and Council.
- Significantly updates 11. Termination. Removes conditions for termination in several locations which allows for expanded unilateral action by Mayor and Council. Removes severance on resignation for employment under 5-years and replaces severance with extended notice on termination without cause. Only allows for payout of annual leave (no sick, special, or lieu). Sets limits on notice.
- 14. Benefits does not track leave available to bargained employees, 'shopping lists' Territorial leave so will not track any changes, removes requirement for 10-days of active employment in order to receive leave which will make administration of the new Leave Without Pay allowance difficult. Typo under Pregnancy benefit and adds additional conditions. Updates Court Leave to track the Collective Agreement. Adds requirement that leave earned in lieu of overtime be used within the calendar year. Typo under Pension Plan.
- 15. Modification to Terms and Conditions changed to only update agreement upon appointment of new SAO; no mechanism for pay update beyond Step 6, track Collective Agreement leave changes or changes to higher legislation, etc. I.e., an employment contract would be periodically renegotiated, and the Collective Agreement is periodically negotiated, however this document is not.

The proposed changes significantly favor the Employer to the detriment of the Employee and may impact efforts to staff the Senior Administrative Officer position.

The lawyer has also provided a proposed Pay Grid. This, combined with the current Senior Administrative Officer staffing action, may require moving further discussion in-camera as per CTV 23 (3) (e), or referral to the Human Resources Committee for further review and recommendation.

Recommendation:

That the By-law be referred back to the Human Resources Committee for further review.



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

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO ESTABLISH THE CONDITIONS OF EMPLOYMENT FOR THE SENIOR ADMINISTRATIVE OFFICER, PASSED PURSUANT TO SECTION 48 OF THE *CITIES, TOWNS AND VILLAGES ACT*, S.N.W.T. 2003, c.C-22

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories deems it necessary to establish the terms and conditions of employment for the Senior Administrative Officer;

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

1. SHORT TITLE

That this By-law be cited as the “Senior Administrative Officer Employment By-law”.

2. INTERPRETATION

In this By-law, unless the context otherwise requires:

- (a) “Act” means the *Cities, Towns, and Villages Act*, being Chapter C-22 of the Statutes of the Northwest Territories, 2003, as amended;
- (b) “Council” means the duly elected representatives of the Town of Fort Smith;
- (c) “Dismissal” means termination of employment for cause, without cause, or rejection on probation;
- (d) “Employer” means the Town of Fort Smith;
- (e) “Half Day” means the A.M. or P.M. of a normal working day;
- (f) “Holiday” means the twenty-four hour period commencing at 12:01 a.m. of a day designated as a paid holiday in this By-law;
- (g) “Immediate Family” means the spouse, common-law spouse, father, mother, brother, sister, child, father-in-law, mother-in-law, grandparents, grandchild, son-in-law, daughter-in-law, sister-in-law, brother-in-law, step mother, step father and any relative permanently residing in the SAO’s household or with whom the SAO permanently resides;
- (h) “Mayor” means the Mayor, acting pursuant to Section 38 of the Act;
- (i) “Probation” or “Probationary Period” means a period of twelve (12) months from the day upon which the Senior Administrative Officer is appointed. In exceptional circumstances, Council may, in its absolute discretion, and with the recommendation of the Corporate Services Standing Committee, after the completion of six (6) months of the probationary period, reduce the probationary period to a period of time that is between six (6) months and twelve (12) months from the day upon which the Senior Administrative Officer is appointed;

Senior Administrative Officer
Approved _____

Initials



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

- (j) “Senior Administrative Officer” or “SAO” means the Senior Administrative Officer as described in the Act and the term “Senior Administrative Officer” or the designation “SAO” may be used interchangeably herein;
- (k) “Senior Administrative Officer Establishment By-law” or “SAO Establishment By-law” means By-law #803 or its successor by-law, which establishes the position of Senior Administrative Officer and authorizes the Senior Administrative Officer to perform certain duties;
- (l) “Town” means the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories.

3. CONFLICT OF PROVISIONS

Where there is any conflict between the provisions of this By-law and any regulation, direction or other instrument dealing with the terms and conditions of employment issued by the Employer, except the SAO Establishment By-law, the provisions of this By-law shall prevail, with the exception of an employment agreement with a temporary or term SAO. Where or temporary or term SAO is appointed, the terms of their employment agreement with the Town shall prevail.

4. RATE OF PAY

The SAO’s rate of pay is established in accordance with the range set out in Appendix “A”, which is attached to and forms part of this By-law. Rates of pay shall be reviewed by council on an annual basis, in conjunction with the performance appraisal.

5. DUTIES AND RESPONSIBILITIES

- (a) The Senior Administrative Officer shall:
 - (i) Perform the duties of the Senior Administrative Officer as set out in the Job Description (attached as Appendix “B”), and the duties normally incidental to those assigned duties and responsibilities; and
 - (ii) Perform such other duties as may be assigned to the SAO by the Employer from time to time and in all respects conform to and comply with the direction given by the Employer.
- (b) The SAO is employed by the Employer on a full-time basis and it is understood that the hours of work will vary and be irregular, and are those hours necessary to meet the objectives of the Position. The SAO will, at minimum, be required to attend work during office hours, which will typically be 8:30 a.m. to 5:00 p.m., Monday to Friday, excluding statutory holidays.
- (c) The SAO is employed as the most senior management position of the Town, and the salary and benefits detailed in this By-law form the SAO’s total compensation for all hours worked. The SAO is not entitled to payment of overtime or any additional wages for any hours worked.

6. OUTSIDE EMPLOYMENT

The Senior Administrative Officer shall not undertake any business or any other employment outside the employment with the Town.



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

7. GRIEVANCE PROCEDURE

- (a) The Senior Administrative Officer may file a grievance in writing, with respect to an interpretation or application of any term and condition of this By-law or disciplinary action taken, to the Corporate Services Standing Committee within ten (10) calendar days of the interpretation or application or disciplinary action.
- (b) The Corporate Services Standing Committee, upon receipt of the written grievance, shall investigate and render a decision. A decision shall be rendered within twenty (20) calendar days following the investigation. The decision of the Corporate Services Standing Committee shall be final.

8. PROBATION

- (a) The Senior Administrative Officer, on initial appointment, shall be subject to a twelve (12) month Probationary Period. Such period may be amended as set out in section 2(i) of this By-law.
- (b) Should the Senior Administrative Officer be dismissed as a result of a rejection on Probation, the SAO will be entitled to the minimum pay in lieu of notice set out under the Northwest Territories *Employment Standards Act* for the SAO's period of continuous employment with the Town.

9. PERFORMANCE REVIEW AND APPROVAL

- (a) A performance appraisal shall be completed on the Senior Administrative Officer by the Mayor at approximately the mid-point of the Probationary Period and approximately one (1) month prior to the completion of the initial Probationary Period. Council may, at its discretion, require additional performance appraisals. Council will not amend the Probationary Period of the SAO before having reviewed at least one (1) performance appraisal.
- (b) The Mayor shall review the performance appraisals with the Corporate Services Standing Committee who shall present the appraisals to Council. The Corporate Services Standing Committee may recommend dismissal on probation or continuation of employment with respect to both the mid-point and final probationary appraisals.
- (c) In addition, the Mayor shall complete yearly performance appraisals, on or around the anniversary of the SAO's date of hire, for review by the Corporate Services Standing Committee. The Corporate Services Standing Committee shall make the appropriate recommendation for Council approval.

10. DISCIPLINE

- (a) The Senior Administrative Officer may be subject to discipline in the form of verbal warnings, written warnings, unpaid suspension or dismissal.
- (b) Where the Senior Administrative Officer is being suspended or dismissed, the Mayor shall notify the Senior Administrative Officer in writing of the reason for such suspension or dismissal.

11. TERMINATION

- (a) The Council may, on its own or on the recommendation of the Mayor or the Corporate Services Standing Committee, dismiss the Senior Administrative Officer during the Probationary Period.

Senior Administrative Officer
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- (b) The Council may, on its own or on the recommendation of the Mayor or the Corporate Services Standing Committee, dismiss the Senior Administrative Officer for cause, including but not limited to the failure to exercise the duties and responsibilities assigned through the SAO Establishment By-law or the failure to carry out the responsibilities imposed on the Senior Administrative Officer by the *Cities, Towns and Villages Act*.
- (c) The Council may dismiss the Senior Administrative Officer without cause.

12. PAYMENT ON DISMISSAL

- (a) After successful completion of five (5) completed years of employment as SAO, and provided that the SAO gave the Town no less than four (4) weeks' notice of resignation, the Senior Administrative Officer shall be paid, on resignation, an amount equal to two (2) week's salary for each completed year of employment or portion thereof to a maximum of sixteen (16) weeks' pay and any earned unused annual leave entitlements. Following receipt of the notice of resignation, the Town may choose not to require the SAO to attend work for some or all the notice period. In the event that the SAO does not provide the required notice, the SAO will not be entitled to any payment upon resignation other than accrued annual leave entitlements.
- (b) The Employer may terminate the SAO's employment with the Employer, and therefore this Agreement, at any time following the completion of the SAO's Probationary Period, without cause, by providing the SAO with one (1) month's notice for the first full or partial year, plus one (1) additional month of notice for each additional completed year of continuous employment beyond the first year, as SAO or as a Manager with the Town, to a maximum of six (6) months' notice. The Employer may, at its discretion, choose to provide the SAO with pay in lieu of notice in an amount equal to the amount of salary and benefits the SAO would be entitled to receive as notice under this clause, for some or all of the notice period, to a maximum of six (6) months' salary and benefits. This amount shall be paid to the SAO as a lump sum.
- (c) The Senior Administrative Officer who is dismissed for cause shall not be entitled to any payment other than earned unused annual leave entitlements.

13. REMUNERATION

The Senior Administrative Officer shall be paid:

- (a) At the level indicated in the SAO offer of employment.
- (b) An annual Northern Allowance of \$7,947.26;
- (c) Upon receipt of a satisfactory yearly performance appraisal, other than those conducted during the Probationary Period, the Corporate Services Standing Committee shall recommend, for Council approval, a salary increment increase as per the pay grid detailed in the SAO offer of employment.

14. BENEFITS

- (a) Designated Holidays

1. The following days shall be designated paid holidays:

- (i) New Year's Day
- (ii) Good Friday
- (iii) Easter Monday
- (iv) The day fixed by the Governor General for observance of the birthday of the reigning sovereign
- (v) National Aboriginal Day
- (vi) Canada Day

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- (vii) The first Monday in August
- (viii) Labour Day
- (ix) The National Day for Truth and Reconciliation
- (x) Thanksgiving Day
- (xi) Remembrance Day
- (xii) Christmas Day
- (xiii) Boxing Day and
- (xiv) Any day or half-day declared a Civic Holiday by the Town.

2. Where a day that is a designated paid holiday falls within a period of leave with pay, the designated paid holiday shall not count as a day of leave.

3. When a paid statutory holiday occurs on a Saturday or Sunday, the holiday shall be observed on the first business day following the Saturday or Sunday.

(b) Annual Leave (or “Vacation”)

1. For each month that the SAO receives at least ten (10) days’ pay for active employment, the Senior Administrative Officer shall earn:
 - a. two and one-half (2.5) days of annual leave in the first three (3) years of continuous employment; and
 - b. three (3) days of annual leave for each calendar month of employment for each year of continuous employment thereafter.
2. A Senior Administrative Officer recruited directly from a position with the federal government, territorial government, provincial government or municipal government, or who transfers from an internal management position, and who has directly related experience, may be granted credit for those years of service for the purpose of calculating vacation leave.
3. The Senior Administrative Officer may, on the approval of the Mayor, carry over any unused annual leave not exceeding one (1) year of entitlement. Annual leave carried over which exceeds the one (1) year entitlement shall be liquidated in cash at the end of the vacation year.
4. Prior to taking annual leave, the Senior Administrative Officer must obtain approval from the Mayor. The Mayor may approve annual leave for the Senior Administrative Officer depending on operational requirements.
5. Applications for annual leave shall be approved on the basis of leave credits earned.
6. Two (2) additional days of leave will be granted provided that said leave is taken during the period of October 1 to April 30 and provided a minimum of five (5) days leave is liquidated for each additional day. The leave used in this calculation may consist of annual, lieu or designated holidays.

(c) Sick Leave

1. For each month that the SAO receives at least ten (10) days’ pay for active employment, the Senior Administrative Officer shall earn sick leave credits at the rate of one and one-half (1.5) days per month for each continuous year of employment.
2. Sick leave earned but not used by the Senior Administrative Officer shall accumulate from year to year, to a maximum of one hundred and twenty (120) days.

Senior Administrative Officer
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3. The Mayor may approve sick leave, for the Senior Administrative Officer, with or without a medical certificate. The Mayor, at their discretion, may request that the Senior Administrative Officer provide a medical certificate in support of their sick leave.
4. The Mayor may grant up to fifteen (15) days of unearned sick leave to the Senior Administrative Officer which shall be considered a debt owing to the town and shall be recovered, if still outstanding, at the termination of employment.

(d) Special and Other Leave

Special and Other Leave may be granted by the Mayor upon consultation with the Corporate Services Standing Committee. Special and Other Leave shall not be carried over.

1. Bereavement Leave

The Senior Administrative Officer may be granted up to five (5) days of paid bereavement leave on the death of an immediate family member.

2. Birth or Adoption of his or her Child

The Senior Administrative Officer may be granted up to three (3) days of paid leave on the birth or adoption of his or her child.

3. Pregnancy/Parental Leave

The Senior Administrative Officer shall be granted pregnancy and parental leave under the same terms, entitlements and obligations as provided for unionized SAOs under the Town's collective agreement, with the exception of the notice requirement and the allowance. In order to be entitled to the pregnancy or parental leave allowance, the SAO must provide no less than 20 weeks' notice to the Town before the day on which the leave is anticipated to begin, and the allowance will be equivalent to the difference between 75% of the SAO's weekly salary and the EI pregnancy benefits or the Standard EI parental benefits, as the case may be.

4. Marriage Leave

The Senior Administrative Officer, following completion of one year of continuous employment, may be granted up to five (5) days of paid leave for the purpose of getting married.

5. Court Leave

The Senior Administrative Officer shall be granted leave with pay if serving as a juror or witness in a court action, providing such court action is not occasioned by the Senior Administrative Officer's private affairs.

If the SAO is in receipt of their regular earnings while serving at court shall remit to the Town all monies paid to them by the court, except travelling and meal allowances not reimbursed by the Town.

6. General Leave

The Senior Administrative Officer shall earn an additional fifteen (15) days of paid leave in lieu of overtime. Such leave must be used in the calendar year in which it is earned.

7. Compassionate Leave

The Senior Administrative Officer shall be granted up to twenty-seven (27) weeks' of compassionate care leave without pay, five (5) days of which may be granted with pay to provide care for a critically ill family member, in accordance with the provisions of the *Employment Standards Act* of the Northwest Territories.



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8. Wellness Leave

The SAO shall be entitled to one (1) day of sick leave or special leave per calendar year, at the SAO's request, to promote wellness and maintain a good physical and mental health. Such leave may not be combined with any other type of leave.

9. Medical Travel Leave

Where the SAO is proceeding to a medical centre or accompanying a dependant who is proceeding to a medical centre, the SAO shall be granted leave with pay for the lesser of three (3) days to the actual time taken to travel from Fort Smith to the medical centre and return. The SAO shall provide proof of an appointment in the form required by the Employer.

(e) Leave Without Pay

In the event that an SAO is entitled:

1. to a leave without pay under the *Employment Standards Act* that is not addressed in this By-law, or
2. to a greater period of leave without pay under the *Employment Standards Act* than the period of leave provided under this By-law,

the SAO shall be entitled to the leave without pay as set out in the *Employment Standards Act*, for the minimum period of the statutory leave, or for the balance of time required in order to meet the minimum period of the statutory leave, as the case may be.

(f) Insurance Plan

The Senior Administrative Officer shall participate in the Group Health Insurance Plan as provided to the staff of the Municipal Corporation.

(g) Pension Plan

The Senior Administrative Officer shall enroll in a Pension Plan provided through the Northern SAO Benefits Services.

15. MODIFICATIONS TO TERMS AND CONDITIONS

- (a) The Corporate Services Standing Committee may, on review of the existing terms and conditions or on the request of the Senior Administrative Officer, review the terms and conditions, recommend amendments to this By-law to Council.
- (b) Amendments to the terms and conditions of the employment of the Senior Administrative Officer must be made by amendment to this By-law or by separate by-law.
- (c) By-law [number] must be reviewed when appointing a new Senior Administrative Officer.

16. CIVIL LIABILITY

If an action or proceeding is brought against the Senior Administrative Officer for an alleged tort committed by the Senior Administrative Officer in the performance of his or her duties:



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
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- (a) the Senior Administrative Officer, upon being served with any legal process, or upon receipt of any such action or proceeding as hereinbefore referred to be commenced against him or her shall advise the Mayor of any such notification or legal process;
- (b) the Town shall pay any damages or costs awarded against the Senior Administrative Officer in any such action or proceedings and all legal fees, provided the conduct of the Senior Administrative Officer, which gave rise to the action, did not constitute gross misconduct or neglect of duty in the performance of their employment;
- (c) the Town shall pay any sum required to be paid by the Senior Administrative Officer in connection with the settlement of any claim made against the Senior Administrative Officer if such settlement is recommended to Council, by the Corporate Services Standing Committee, before the settlement is finalized; provided the conduct of the Senior Administrative Officer, which gave rise to the action, did not constitute gross misconduct or neglect of duty in the performance of their employment.

Upon the Senior Administrative Officer notifying the Mayor in accordance with section 16(a), the Town shall appoint legal counsel. The Town accepts full responsibility for the conduct of the legal action and the Senior Administrative Officer agrees to co-operate fully with the appointed legal counsel.

17. PROFESSIONAL DEVELOPMENT

(a) Professional Memberships

The Town will support the involvement or membership of the Senior Administrative Officer in a professional association, where the Town determines that a benefit will be derived to both the Town and the Senior Administrative Officer. The Town, subject to the approval of Council, will pay the annual membership directly to the organization.

(b) Education Leave

The Senior Administrative Officer may, on the recommendation of the Corporate Services Standing Committee and approved by Council, be granted paid educational leave to attend a course, seminar, meeting or lecture relevant to the position of Senior Administrative Officer. If the request is approved, tuition will be paid directly to the organization. The Senior Administrative Officer will be required to (i) submit proof of successful completion of the education leave or (ii) repay the full amount of the education leave.

18. DURATION

The provisions of this By-law shall remain in force and effect until such time it is amended or repealed.

19. REPEAL

By-law 1019 is hereby repealed.

20. EFFECT

Senior Administrative Officer
Approved _____

Initials



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

This By-law shall come into force and effect upon third reading thereof.

READ A FIRST TIME THIS _____ DAY OF _____, 2023 A.D.

READ A SECOND TIME THIS _____ DAY OF _____, 2023 A.D.

READ A THIRD TIME THIS _____ DAY OF _____, 2024 A.D.

MAYOR

SENIOR ADMINISTRATIVE OFFICER

I hereby certify that this By-law has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the bylaws of the Municipal Corporation of the Town of Fort Smith.

SENIOR ADMINISTRATIVE OFFICER

Senior Administrative Officer
Approved _____

Initials



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
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**APPENDIX “A”
SENIOR ADMINISTRATIVE OFFICER – RATES OF PAY**

Senior Administrative Officer
Approved _____

Initials



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BY-LAW XXX**

**APPENDIX “B”
JOB DESCRIPTION
SENIOR ADMINISTRATIVE OFFICER**

Senior Administrative Officer
Approved _____

Initials



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
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	Town of Fort Smith Job Description Senior Administrative Officer
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POSITION TITLE: Senior Administrative Officer

REPORTS TO: Mayor and Town Council

CLASSIFICATION: Administration

LOCATION: Town Hall

Summary of Position

Reporting to the Mayor and Town Council of the Town of Fort Smith, NT, the Senior Administrative Officer (SAO) is responsible for the management, administration and delivery of all municipal programs and services to ensure that they are accomplished in an effective and efficient manner within legislative, policy and procedural guidelines and are conducted in a respectful and responsible way.

The SAO provides advice and support to the Mayor and Council and ensures that they have accurate and timely information in order to make effective decisions. The SAO assists



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Mayor and Council to create strategic and business plans and ensures those plans are communicated and implemented.

The SAO is responsible for managing a budget of over \$11 million dollars and up to 40 full time staff members. The SAO is responsible for the effective delivery of programs and services in the areas corporate services including finance, administration and human resources; municipal services including roads, sidewalks and greenspaces, protective services including lands, bylaw enforcement and emergency services; and community services including recreation, library, economic development and visitor information. The SAO is also responsible for significant infrastructure including seven buildings and facilities, several parks and green spaces, as well as roads, sidewalks and trails. This position is currently responsible for the supervision of four senior management positions.

The SAO acts as liaison between the municipality and other government agencies and departments, private industry, business and any other individuals, groups or agencies operating in the community.

The SAO must provide records and documents to the relevant governments and agencies, when requested. The SAO must also ensure that all municipal business and operations are conducted in a confidential and ethical way.

Attention to these responsibilities is critical to ensure that revenues are appropriately handled and accounted for, that residents receive adequate service, or that Mayor and Council do not suffer a loss of credibility.

Outline of Duties



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

1. Provide support and advice to the Mayor and Town Council to ensure that Council is able to make effective decisions.

- Provide Council with timely, accurate and comprehensive advice and recommendations as may be required or requested;
- Ensure that all information and reports for Council are specifically prepared to facilitate Council's ability to make effective decisions and monitor operations;
- Ensure that all Council business is conducted within relevant legislation, policies and procedures
- Ensure Council is informed on a regular basis on administration's progress in meeting the goals of the strategic plan;
- Assist with the preparation or revision of by-laws and motions;
- Co-ordinate and direct presentations by municipal staff to Council on policy proposals and municipal operations;
- Maintain custody of the original of each bylaw and provide copies as required
- Ensure the implementation of the policies and programs of Council and report on their effectiveness;
- Codify the policies of Council and ensure that information concerning policies is distributed to and implemented by municipal staff;
- Convey Council decisions to the public;
- Ensure the preparation of agendas, information and resources for Council meetings;
- Attend meetings of Council and its committee, and ensure accurately recorded resolutions, decisions and proceedings;
- Ensure the preparation of, maintenance of custody of, and circulation of the minutes and other records of Council and its committees as required;
- Represent the municipality and Council at local, regional, territorial, national meetings;
- Coordinate and/or facilitate Council orientation and training;
- Keep informed of governmental and community affairs and ensure that the municipality is advised of significant trends and new developments;
- Maintain custody of the corporate seal and cause it to be affixed to documents where required;
- Ensure that Municipal Elections are carried out in accordance with the relevant legislation;
- Provide regular reporting of his/her activities to council as required.

2. Prepare, in concert with and for approval by Mayor and Council, the planning documents they require to carry out Town business and to meet Town goals. Plans include, but are not limited to: Strategic Plan, Business/Capital Plan, etc.

- Determine with Mayor and Council, the form and duration of required strategic plans that will guide Council's decision making and activities.



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

- Support Mayor and Council as requested, in conducting planning sessions, ensuring appropriate information, and records are available to assist.
- Prepare a Planning Calendar that records the critical points in the planning cycles for each plan including one year and five year plans e.g. previous year review, information gathering, Committee review, presentation to Council, formative evaluation, etc.
- Ensure the Planning Calendar is easily accessible to Councilors and staff.
- Ensure each plan has benchmarks and evaluation points which Council will use to modify or approve further implementation of each plan and which are clearly identified in the Planning Calendar
- Ensure that the effectiveness of programs, services and their delivery are evaluated on a basis and are included in the Planning Calendar.
- Ensure operational plans are developed in each Department that flow from Council's Strategic and Business Plans to guide priorities and performance of staff. Ensure there is appropriate cross reference of operational plans across departments.
- Ensure staff have individual operational plans which will guide their performance and form part of their annual performance appraisal
- Ensure all plans are properly budgeted for with up to date costings
- Document the evaluation of and ongoing progress toward goals for inclusion in the Annual Report

3. Financial management of all municipal operations in order to ensure finances are maintained in an accurate and timely manner and comply with relevant legislation, by-laws, policies and procedures.

- Ensure that the budget is prepared in accordance with the Cities, Towns, and Villages (CTV) Act;
- Ensure that the financial statements are prepared annually in accordance with the CTV Act and Public Sector Accounting Board (PSAB) Handbook, and at additional times as may be directed;
- Review and analyze financial statements and reports;
- Prepare for and respond to the annual audit;
- Collect and receive all monies owing to the municipal corporation;
- Conduct financial analysis and cash flow forecasting;
- Ensure that all disbursements of the funds of the municipal corporation comply with the CTV Act and bylaws of the municipal corporation;
- Ensure that complete and accurate accounts are kept of all monies received and disbursed on behalf of the municipal corporation;
- Oversee payroll functions;



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- Ensure that complete and accurate accounts are kept of all assets and liabilities of the municipal corporation and all transactions affecting the financial position;
- Review and analyze variance reports;
- Ensure financial systems are maintained in an accurate and timely manner;
- Provide the financial information respecting the municipal corporation that may be required by government agencies;
- Ensure the safekeeping of all funds, securities and assets of the municipal corporation.

4. Manage all municipal programs and services to ensure services are provided in an effective and efficient manner.

- Manage protective, municipal, land use and recreation programs and services;
- Develop or monitor proposals for program funding;
- Ensure program and services standards, policies, guidelines and procedures are understood and maintained by all staff;
- Ensure an Emergency Preparedness Plan is well maintained and updated in a timely manner;
- Negotiate Municipal Services Agreements with First Nations;
- Facilitate the development of community lands.
- Assist in the recruitment of and support to Advisory Boards

5. Manage all municipal staff in order to ensure a productive, positive and healthy work environment.

- Provide leadership to staff;
- Supervise all Directors and direct report staff, and delegate responsibilities;
- Ensure that accurate job descriptions are in place;
- Ensure the recruitment and orientation of staff as required;
- Develop and execute performance management cycles including goal setting, midterm review, final performance appraisal and individual development plans on a reliable cycle for all staff.
- Ensure proper documentation of all disciplinary and remedial action involving staff;
- Appoint, promote, demote, transfer, suspend or dismiss staff in accordance with personnel policy, collective agreement and relevant legislation;
- Ensure that Senior Management Committee meetings are held regularly and that it meets its responsibilities in a timely manner;
- Review the organization and departmental structure regularly and recommend changes to Council as required to improve efficiency and effectiveness;



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- Assist and provide advice with the negotiation of collective agreements and/or renewals; negotiate other employment contracts as may be required;
- Ensure the confidential maintenance of all personnel and files and that they are kept up to date.

6. Coordinate community development, and public and community relations activities.

- Conduct needs assessments, as required
- Facilitate public meetings
- Liaise with various community groups
- Address public complaints and concerns
- Promote municipal programs, services and community events and activities

7. Maintain the general administration of the municipality.

- Provide reports to government agencies, departments and other organizations
- Ensure records are maintained
- Maintain insurances
- Obtain legal and legislative advice on various issues
- Ensure computer systems and office equipment is maintained
- Award and oversee contracts
- Ensure inventories are maintained
- Research potential funding, programs and projects, as required
- Tender, award and manage contracts
- Oversee the land management program

8. Carries out such other duties as may be assigned by the Mayor and Town Council.

Positions Supervised



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

- The Director is responsible for:
 - the direct supervision of the Town's Directors, Executive Secretary and Executive Assistant to ensure that the day-to-day functions of these positions are fulfilled;
 - the indirect supervision of all Town employees through the Town's Directors;
 - the proper and appropriate use of any corrective disciplinary action up to and including dismissal.

Responsibilities

- The Senior Administrative Officer provides managerial support and assistance and constant monitoring of all of the Town's functional areas.
- Decisions made by the incumbent can and will affect the financial affairs and management of the Town. Errors in judgment can result in serious problems of a current and/or long term nature for the Town and its elected officials.
- This position is the key member of the Town's senior management group receiving input from the Mayor and Town Council, and from Town's Directors with respect to all Town functions.

Contacts

- The SAO has regular contact with the staff under his/her direction, the Town's Directors, and provides support to the Mayor, Town Council and all Committees of Council.
- The SAO is also required to communicate regularly and effectively with citizens of the community, and officials of other levels of government.
- The SAO must be aware of public opinion within the community and be able to respond to controversial issues. Management and financial decisions can and will impact upon the community as a whole and on the image of the Town. Decisions are made with awareness of the effect on the public and appropriate alternatives evaluated within these criteria.

Work Environment



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

- Management and work problems encountered are frequent and complex requiring a high degree of research and analysis. A high degree of financial and operational analysis is involved. Non-routine and multi-disciplined problems must be solved at this level by research and reference to various sources of information and the preparation of detailed briefs and recommendations taking into consideration the interpretation of the financial, operational and political impact of alternatives.
- The Senior Administrative Officer may have to work odd or long hours at times to complete special requests or projects.
- The SAO is located in a busy office and will be faced with constant interruptions and must meet with others on a regular basis. Long hours will be spent in intense concentration usually in front of a computer screen preparing detailed reports that require attention to detail and high levels of accuracy. The Senior Administrative Officer must meet continuous and tight deadlines and will have to manage a number of requests and situations at one time. The Senior Administrative Officer exercises a high level of responsibility and decision making which, if handled inappropriately, can produce detrimental effects.
- The SAO may find the environment to be busy, noisy and will need excellent organizational, time and stress management skills to complete the required tasks.
- Because of the nature of the Senior Administrative Officer's responsibilities as well as his/her attendance at meetings of Council, committees and the SMC where privileged and confidential information may be discussed, a high degree of discretion and judgment must be exercised at all times. This is especially sensitive when dealing with personnel information and when making statements to the public and the media. Objectivity and sound, knowledgeable judgment is required in order to provide accurate and consistent advice.

Knowledge, Education and Experience

- The incumbent must have proficient knowledge in the following areas:
 - municipal government program administration, management and delivery;
 - an understanding of relevant municipal legislation, policies and procedures;
 - human resources management;
 - program evaluation;
 - financial management and generally accepted accounting principles;
 - an understanding of the northern cultural and political environment;
 - an understanding of the roles and responsibilities of Town Councils;
 - an understanding of land claims and self-government.



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- The incumbent must demonstrate the following skills:
 - team leadership and management skills;
 - supervisory and human resource management skills;
 - strategic planning skills;
 - analytical and problem solving skills;
 - financial management skills;
 - contract management skills;
 - decision making skills;
 - negotiations skills;
 - effective verbal and listening communications skills;
 - computer skills including the ability to operate spreadsheets and word processing programs at a highly proficient level;
 - effective written communications skills including the ability to prepare reports, policies and bylaws;
 - effective public relations and public speaking skills;
 - research and program development skills;
 - stress management skills;
 - time management skills.

- The incumbent must maintain strict confidentiality in performing the duties of SAO. The incumbent must also demonstrate the following personal attributes:
 - maintain standards of conduct;
 - be respectful;
 - possess cultural and political awareness and sensitivity;
 - be flexible;
 - demonstrate sound work ethics;
 - be consistent and fair;

- The incumbent would normally attain the required knowledge, skills and abilities through:
 - completion of a recognized degree or diploma in management or leadership and a minimum of seven years of progressively more responsible experience directing financial issues in a municipal setting; or
 - through completion of an accounting designation and a minimum of seven years of progressively more responsible years of directing the governance and human resource aspects of a municipal corporation.

Equivalencies will be considered.



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
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I have read and understand this job description. I have been informed that it is a general description of the duties, responsibilities and qualifications required for my position which forms the basis for my classification level and against which my performance will be evaluated.

Employee's Signature

Date

I approve the delegation of responsibilities outlined herein within the context of the attached organizational structure.

Mayor of the Town of Fort Smith

Date