






**Town of Fort Smith
Special Town Council Meeting
SP-01-24
Agenda**

Tuesday, January 9th, 2024, at 7:00 pm – Council Chambers

- A. Call to Order, Confirmation of Quorum, and Acknowledgement of First Nations
- B. Approval of Agenda
- C. Discussion
 - i. Bylaw 1054 Appointment of Fire Chief Jami Short – Third Reading

Bylaw 1054
Appointment of Fire
 - ii. Bylaw 1055 Amend SAO Employment Bylaw 1019 – First and Second Reading

Bylaw 1055 Amend
SAO Employment By
 - iii. Bylaw 1056 Appointment of SAO Tracy Thomas – First and Second Reading

Bylaw 1056
Appointment of SAC
 - iv. Changing of Signing Authorities Motion
- D. Absence of Council Members
- E. Adjournment
- F. Question Period



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 That Bylaw 1005 be hereby repealed.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 19th DAY OF December, 2023 A.D.

READ A SECOND TIME THIS 19th DAY OF December, 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



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 1055**

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, AMENDING SENIOR ADMINISTRATIVE OFFICER EMPLOYMENT BYLAW 1019, PASSED PURSUANT TO SECTION 48 OF THE *CITIES, TOWNS AND VILLAGES ACT*, S.N.W.T. 2013, 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. REPEAL

- (a) That Section 7(c) of the “Senior Administrative Officer Employment Bylaw 1019” be repealed and replaced by Section 2(a) of Bylaw 1055.
- (b) That Section 11(b) of the “Senior Administrative Officer Employment Bylaw 1019” be repealed and replaced by Section 2(b) of Bylaw 1055.

2. AMENDMENT

- (a) Should the Senior Administrative Officer be dismissed without cause while on Probation, they shall be entitled to three months’ salary in lieu of notice. Should the Senior Administrative Officer be dismissed with cause while on Probation, they shall not be entitled to any payment.
- (b) After successful completion of the Probationary Period, the Senior Administrative Officer shall be paid on dismissal, other than for cause, an amount equal to one years’ salary at their rate of pay at the time of termination.

3. EFFECT

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



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 1055

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

READ A SECOND TIME THIS _____ DAY OF _____, 2024 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



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 1056

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO APPOINT A SENIOR ADMINISTRATIVE OFFICER, PASSED PURSUANT TO SECTION 41 OF THE CITIES, TOWNS AND VILLAGES 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, 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 Tracy Thomas be appointed as Senior Administrative Officer for the Town of Fort Smith effective January 29th, 2024, at 8:30am.
- 2. That Bylaw 1053 is hereby repealed.
- 3. That Bylaw 1056 will come into effect upon receiving third and final reading.

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

READ A SECOND TIME THIS _____ DAY OF _____, 2024 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