






# Town of Fort Smith Municipal Services Committee

Tuesday, April 9<sup>th</sup>, 2024, at 8:30pm  
Town Hall Council Chambers

## AGENDA

1. Call to Order
2. Declaration of Financial Interest
  - a. Statement of Disclosure of Interest
3. Delegations
4. Review
  - a. Agenda
  - b. Minutes
  - c. Visions and Values
5. Directors Report
  
6. Bylaw/Policy Review and Development
7. Administration
  
8. Other Business
9. Excusing of Councilors
10. Date of Next Meeting
11. In-Camera Session *S.23(3)(e) Contract Review*
12. Adjournment

Attached Documents	
 Statement of Disclosure of Interest	
 Municipal Services Minutes March 12, 2	 Vision and Values.pdf



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

ATTACHMENT A

**STATEMENT OF DISCLOSURE OF INTEREST**

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

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

Council Meeting or \_\_\_\_\_

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

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

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

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

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

Interest:            Personal       

                         Pecuniary       

Conflict of Interest:       

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

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

**Office Use Only:**

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

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

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



Town of Fort Smith  
Municipal Services Standing Committee  
Tuesday, March 12, 2024, at 8:15 pm  
Town Hall Council Chambers

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

1. Call to Order

Mayor Daniels called the meeting to order at 7:16 pm and handed the Chair to Cr. Campbell.

2. Declaration of Financial Interest

a. Statement of Disclosure of Interest – There were no declarations 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 amended to include discussion on communications, the Mayor's correspondence with the Minister Responsible for Housing NWT, and an in-camera session in accordance with the CTV Act, Section 23(3)(b).**

**CARRIED UNANIMOUSLY**

b. Minutes – The Municipal Services Standing Committee Minutes of February 13<sup>th</sup>, 2024, were reviewed and adopted at the Regular Meeting of Council on February 20<sup>th</sup>, 2024.

D/M Korol requested an update on remediation work from the 2023 wildfire season. She also requested a CIMCO update regarding decommissioning the ice plants and the purchase of the Curling Rink ice plant. Administration will request an update from the Director of Municipal Services on the status of the remediation work to provide an update. Administration advised that she is in discussions with CIMCO regarding the scope of work for the installation of the Curling Rink ice plant and what components would be done by the Town. She would follow-up with the date for the Arena ice plant shutdown and noted that there has been correspondence on the matter. Cr. Campbell requested concrete work for the installation of the Curling Rink ice plant be done by local contractors.

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

4. Director's Report

Administration reviewed the Director of Municipal Services' report. She provided an update on Public Works operations and advised that they have been focused on snow removal in preparation for the spring melt. She noted that the snowblower attachment has arrived and is being used. She noted that the grader and snowblower were used to remove snow from the boardwalk in preparation for the Big Fun Snowboarding Event and that other areas were prepared for the Wood Buffalo Frolics activities.

Administration provided an update on the Water Treatment Plant and advised that staff been busy with regular duties and preparing for spring/summer. She noted that they are currently working on mud induction and that issues and challenges with the process will be corrected with the Raw Water Intake Retrofit project.

Additionally, she provided an update on Facilities Maintenance and advised that they have been preparing for the decommissioning of the ice plants and responding to issues with the Pool air handling units. She noted that a plan has been formulated to risk manage the air handling units with minimal downtime until back Taltson Dam hydropower which allows variable speed controls for the units to operate properly. She continued that staff are preparing for upcoming training to ensure maintenance duties are performed properly and safely.

Cr. Campbell would like to see the snowblower in operation and requested to be notified. He asked if an engineering or plumbing company could review issues with air handlers at the CRC. Administration replied that a technician has reviewed the air handlers, and it was determined that the issues are the elements responding to power issues. She would follow up regarding snowblower operations.

Mayor Daniels asked if a battery back-up could be purchased for the air handlers.

D/M Korol noted that the soccer field on Calder Avenue and Field Street was used as a trial snow dump location last winter and asked if it was used again. Administration would look into this.

#### 5. Other Business

- a. Communication – Cr. Couvrette thinks it is imperative for the Town to move forward with a Communications Plan for the municipality and in consideration of the upcoming fire season. He noted that it was mentioned at a previous meeting that there was a draft Communications Plan developed and suggested it be circulated to Council for review.

**RECOMMENDATION**

**Moved by: D/M Korol**

**Seconded by: Cr. Couvrette**

**That Administration bring the draft Communications Plan to the next Council Meeting for discussion.**

**CARRIED UNANIMOUSLY**

- b. Correspondence with Minister Responsible for Housing NWT – Mayor Daniels advised that prior to GNWT elections he was in discussion with Minister Chinna regarding transferring unused Housing NWT and Aurora College units to the Town. Further, he discussed this with GNWT Principal Secretary, Dr. Joe Dragon, who relayed the message to Minister Kuptana who is willing to meet to further discuss this. Cr. Fergusson had expressed concerns with the Town assuming housing and in consideration of contaminated units. Cr. Campbell suggested the initiative be discussed with Community Leadership to determine their interest in assuming the properties. Mayor Daniels suggested facilitating a course for contractors to dispose of contaminated construction waste. D/M Korol suggested determining how the initiative ties into the Housing Needs Assessment and noted the liability in assuming the properties. She agreed to bring the initiative to leadership to determine interest.

6. Excusing of Councillors  
**RECOMMENDATION**  
**Moved by: Cr. Fergusson**  
**Seconded by: D/M Korol**  
**That Cr. Pischinger and Cr. Beaulieu be excused from the Municipal Services Standing Committee meeting on March 12, 2024.**  
**CARRIED UNANIMOUSLY**
7. Date of Next Meeting  
The next Municipal Services Standing Committee meeting will be held on April 9<sup>th</sup>, 2024.
8. In-Camera Session *CTV Act S.23(3)(b)*  
**RECOMMENDATION**  
**Moved by: D/M Korol**  
**Seconded by: Cr. Tuckey**  
**That Council move in-camera in accordance with the Cities, Towns, and Villages Act, Section 23(3)(b).**  
**CARRIED UNANIMOUSLY**
- RECOMMENDATION**  
**Moved by: D/M Korol**  
**Seconded by: Cr. Couvrette**  
**That Council move out of in-camera at 7:50pm.**  
**CARRIED UNANIMOUSLY**
9. Adjournment  
**RECOMMENDATION**  
**Moved by: D/M Korol**  
**Seconded by: Cr. Couvrette**  
**The meeting be adjourned at 7:51 pm.**  
**CARRIED UNANIMOUSLY**

# Vision

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

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

# Values

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

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