



Council of the Town of Fort Smith
January 21st, 2025 @ 7:00 PM

AGENDA

1. CALL TO ORDER

- a. Confirmation of Quorum
- b. Acknowledgment of First Nations

2. ADOPTION OF AGENDA

3. DELEGATIONS

- a. Fort Smith RCMP Policing Report December 2024

4. APPROVAL OF MINUTES

- a. Regular Council Meeting 12-24 from December 17th, 2024

5. BUSINESS ARISING FROM THE MINUTES

- a. Call for Resolutions for the NWTAC AGM – January 24th, 2025 @ 5:00 PM

6. DECLARATION OF FINANCIAL INTEREST

- a. Statement of Disclosure of Interests.

7. COUNCIL BUSINESS

- a. Standing Committee Meeting Minutes
 - i. Protective Services Standing Committee December 3rd, 2024
 - ii. Protective Services Standing Committee January 7th, 2025
 - ii. Corporate Services Standing Committee January 7th, 2025
 - iii. Community Services Standing Committee January 14th, 2025
 - iv. Municipal Services Standing Committee January 14th, 2025
- b. Bylaws and Policies
- c. Appointments
- d. Administration
 - i. Briefing Note – Appointment of Acting Senior Administrative Officer (SAO) – January 27th to January 31st, 2025
 - ii. Donation Request – Thebacha Dog Musher’s Association
- e. Mayor and Council / Board Representatives

8. ABSENCE OF COUNCIL MEMBERS

9. DATE OF NEXT COUNCIL MEETING

February 18th, 2025 @ 7:00 PM

10. EXCUSING OF COUNCILLORS

11. ADJOURNMENT

12. QUESTION PERIOD



FORT SMITH
POLICING REPORT
December 2024



Fort Smith RCMP Detachment
G Division
Northwest Territories



The Fort Smith RCMP Detachment responded to a total of 143 calls for service to the Town of Fort Smith during the month of December 2024.

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 1 report of possible impaired drivers from members of the public during the month of December.

Police conducted 3 targeted enforcement action over the month. Targeted enforcement includes monitoring intersections for violations, conducting radar enforcement in reduced speed zones, monitoring vehicles leaving local liquor establishments, and checkstops.

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. On December 9th, Cst Jesse Woodward participated in a Youth Dinner with Uncle Gabe's and the On the Land Program.



- b. On December 13th, Cst Jesse Woodward handed out gifts with Santa to children at the Métis daycare.



- c. On December 14th, Cst Jesse Woodward participated in a Youth Dinner at the Thebatcha Campground.
- d. On December 15th, Cst Rhett Kleaman participated in the Anglican Church's play.
- e. On December 16th, Cst Jesse Woodward handed out gifts with Santa to children at the Town daycare.





- f. On December 16th, Cst Rhett Kleaman participated in a reading at the Anglican Church.
- g. On December 18th, Cst Jesse Woodward participated in the JBT Christmas event and made pancakes with other emergency services personnel.



- h. On December 19th, Cst Rhett Kleaman participated in the teacher's win, in the annual Teacher/Student hockey game.
- i. On December 21st, Cst Jesse Woodward handed out food hampers with the Pentecostal Church.
- j. On December 24th, Cst Rhett Kleaman assisted with the Anglican Church Christmas Dinner.

- k. On December 24th, Cst Rhett Kleaman assisted the Anglican Church with food donations to the Women's Shelter.
- l. On December 24th, Cst Rhett Kleaman and Cst Alex Ostola handed out presents to local children for Toys for Tots.

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. Members have done compliance checks on repeat/high risk offenders.

Notable Occurrences for the Month:

- a. The Fort Smith detachment responded to 9 calls for service under the Mental Health Act. These types of complaints are very time sensitive and require immediate attention as to mitigate any potential harm. It typically results in the RCMP apprehending the individual and escorting them to the hospital for assessment by medical professionals.



OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	21	237	16	188
Sexual Offences	1	21	1	14
Break and Enters (Residence & Business)	1	19	2	20
Theft of Motor Vehicle	0	17	3	15
Theft Under \$ 5000.00	5	76	3	59
Theft Over \$ 5000.00	0	0	0	3
Drugs (Possession)	2	9	0	3
Drugs (Trafficking)	4	59	3	18
Liquor Act	6	87	5	45
Unlawful Sale (Bootlegging)	0	1	0	0
Causing a disturbance / Mischief (total)	40	518	29	495
Causing a Disturbance	5	91	5	119
Mischief - damage to property	4	56	5	61
Mischief - obstruct enjoyment	31	371	19	315
Impaired Driving	1	63	9	82
Other Complaints	44	534	30	560
Total Violations	116	1680	103	1502
Total Calls for service	143	2004	130	1735



JUSTICE REPORTS	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Victim Services Referral - Accepted	4	24	1	16
Victim Services Referral - Declined	9	84	9	133
Victim Services - Proactive Referral	1	9	1	5
Victim Services - Not Available	0	0	0	0
Restorative Justice Referrals	0	3	1	3
Emergency Protection Orders (Detachment Initiated)	0	18	0	6
ODARA Reports	3	34	4	57
Prisoners Held	27	254	18	219
Prisoners Escorted	0	5	0	2
Prisoners Held non-PROS Agency	0	0	0	1
Prisoners Escorted Non-PROS Agency	0	0	0	0
Liquor Destroyed Immediately	3	31	0	12

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

Cpl. Daniel Doucet

Detachment Commander

Fort Smith RCMP

Telephone: 867-872-1111



Council of the Town of Fort Smith Meeting 12-24, December 17th, 2024

MINUTES

The Regular meeting of the Council 12-24 was held on
Tuesday, December 17th, 2024 @ 7 pm within the Town Hall Council Chambers.

Present: Cr. Bathe, Cr. Benwell, Cr. Couvrette, Cr. Cox, Mayor Fergusson, Cr. Heaton, ,
Cr. Karasiuk, D/M Keizer
Regrets: Cr. Tuckey
Staff Present: Tracy Thomas, Senior Administrative Officer
Raveena Brown, Executive Secretary

1. CALL TO ORDER

Mayor Fergusson called the meeting to order at 7 pm.

Mayor Fergusson confirmed the quorum and read the acknowledgment of First Nations.

2. APPROVAL OF AGENDA

24-325

Moved by: Cr. Karasiuk
Seconded by: Cr. Cox

That the agenda be adopted as amended to add an in-camera.

PASSED

3. DELEGATIONS

a. Fort Smith Policing Report November 2024 – presented by Constable Alex Asola.

4. APPROVAL OF MINUTES

a. Regular Meeting of Council 11-24

24-326

Moved by: Cr. Couvrette
Seconded by: Cr. Heaton

That the minutes from the Regular Meeting 11-24 on November 19th, 2024, be adopted as presented.

PASSED

5. BUSINESS ARISING FROM THE MINUTES

6. DECLARATION OF FINANCIAL INTEREST

None.

7. COUNCIL BUSINESS

a. Council Business

i. Protective Services Standing Committee Meeting on December 3rd, 2024

PROTECTIVE

24-327

Moved by: Cr. Cox
Seconded by: Cr. Couvrette

That the Protective Services Standing Committee minutes from December 3rd, 2024, be adopted as presented.

PASSED



**Council of the Town of Fort Smith
Meeting 12-24, December 17th, 2024**

PROTECTIVE	# 24-328	Moved by: Cr. Bathe Seconded by: Cr. Karasiuk
	That DPA-045-24, submitted by Matthew Walsh, from Lot 1817, Plan 4403, 21 SS. Distributor Dr., in Fort Smith, be approved.	
		PASSED

ii. Corporate Services Standing Committee Meeting on December 3, 2024

CORPORATE	# 24-329	Moved by: Cr. Cox Seconded by: Cr. Bathe
	That the Corporate Services Standing Committee minutes from December 3 rd , 2024, be adopted as presented.	
		PASSED

CORPORATE	# 24-330	Moved by: Cr. Bathe Seconded by: Cr. Heaton
	That Administration provide a report detailing the current number of vacant positions within the Town of Fort Smith at the January 7 th , 2025, Corporate Services meeting.	
		PASSED

CORPORATE	# 24-331	Moved by: Cr. Couvrette Seconded by: Cr. Bathe
	That Administration coordinate and encourage the completion of ICS 100 training for all Council members to be completed by June 2025.	
		PASSED

CORPORATE	# 24-332	Moved by: Cr. Cox Seconded by: Cr. Benwell
	That Council approve the selection of Avery Cooper & Co as the Town's auditor for the fiscal years 2024, 2025, and 2026.	
		PASSED

CORPORATE	# 24-333	Moved by: Cr. Couvrette Seconded by: D/M Keizer
	That Council retroactively approve awarding the purchase of two trucks to the lowest-priced bidder, Aurora Ford NWT, for \$136,559.85.	
		PASSED

CORPORATE	# 24-334	Moved by: Cr. Heaton Seconded by: Cr. Couvrette
	That all Town facilities close at noon on Tuesday, December 24 th , 2024; and That Town staff, dependent on operational needs, be given a half-day on December 24 th , 2024. Should operational requirements necessitate employment on this noted date, the employee should be given equivalent time off at a mutually agreed time.	
		PASSED



**Council of the Town of Fort Smith
Meeting 12-24, December 17th, 2024**

iii. Community Services Standing Committee Meeting on December 10th, 2024

COMMUNITY	# 24-335	Moved by: Cr. Bathe Seconded by: Cr. Cox
	That the Community Services Standing Committee minutes from December 10 th , 2024, be adopted as presented.	
		PASSED

COMMUNITY	# 24-336	Moved by: Cr. Couvrette Seconded by: D/M Keizer
	That Council, having reviewed the revised Draft Community Plan, recommend the first reading at the December 17 th Council meeting, subject to any further revisions based on the December 10 th Standing Committee discussion.	
		PASSED

COMMUNITY	# 24-337	Moved by: Cr. Cox Seconded by: Cr. Couvrette
	That Administration prepare a briefing note on the cost analysis for council members to attend the 2025 Annual General Meeting in Yellowknife.	
		PASSED

MUNICIPAL	# 24-338	Moved by: Cr. Bathe Seconded by: Cr. Cox
	The minutes from the Municipal Services Standing Committee Meeting on December 10 th , 2024, be received as information.	
		PASSED

b. Administration

i. Briefing Note – Overview and Application of Standing Offer Agreements (SOAs)

Brought Forward by SAO

That Council receive this briefing note for information

ii. Briefing Note – Project Management Standing Offer Agreement

#24-339 **Moved by: Cr. Couvrette**
Seconded by: Cr. Karasiuk

That Council approves entering into standing offer agreements with the following pre-qualified candidates for Project Management services:

1. **Colliers Project Leaders**
2. **WSP Canada Inc.**
3. **Maskwa Engineering Ltd.**
4. **Dillon Consulting**

PASSED

iii. Briefing Note – Call for Resolutions for the NWTAC AGM – February 2025

#24-340 **Moved by: Cr. Couvrette**
Seconded by: D/M Keizer

That Council receive this briefing note for information



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Next Steps :

1. Identify topics or priorities for resolutions.
2. Work with Administration to draft and finalize the resolution(s).
3. Submit the approved resolutions by the January 24, 2025, deadline.

PASSED

iv. Briefing Note – Community Government Carbon Tax Revenue Sharing Grant

#24-341

Moved by: Cr. Cox

Seconded by: Cr. Bathe

That Council allocate the funding from the Community Government Carbon Tax Revenue Sharing Grant toward funding an asset assessment initiative. This initiative will focus on critical infrastructure, including the water treatment plant, to identify opportunities for improved efficiency, sustainability, and preparedness for future funding opportunities.

PASSED

v. Briefing Note – Appointment of Acting Senior Administrative Officer (SAO) December 19, 2024, to January 4, 2025

#24-342

Moved by: Cr. Couvrette

Seconded by: D/M Keizer

That Council, by motion:

1. Appoint Emily Colucci, Director of Community Services, as Acting SAO for the period of December 19-28, 2024.
2. Appoint Adam McNab, Director of Protective Services, as Acting SAO for the period of December 29, 2024 – January 4, 2025.

PASSED

c. Bylaws and Policies

i. Briefing Note – Community Plan First Reading

#24-343

Moved by: Cr. Bathe

Seconded by: Cr. Cox

That Council hereby give the first reading of Bylaw 1060, cited as the Town of Fort Smith Community Plan.

A BY-LAW OF THE COUNCIL OF THE MUNICIPAL CORPORATE OF THE TOWN OF FORT SMITH IN THE NORTHWEST TERRITORIES, AUTHORIZING THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH TO ADOPT A COMMUNITY PLAN FOR THE TOWN OF FORT SMITH.

PURSUANT TO:

- a) Part 2, Sections 3 to 7 inclusive of the Community Planning and Development Act, S.N.W.T., 2011, c.22; and
- b) Due notice to the public, provision for inspection of this by-law and due opportunity for objections thereto to be heard, considered and determined; and
- c) The approval of the Minister of Municipal and Community Affairs certified hereunder.



**Council of the Town of Fort Smith
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WHEREAS the Municipal Corporation of the Town of Fort Smith deems it desirable to adopt a Community Plan by by-law;

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE TOWN OF FOR SMITH, in regular session; is duly assembled, enacts as follows:

SHORT TITLE

1. The By-law may be cited as the Community Plan By-law (2024).

APPLICATION

2. The Community Plan for the Town of Fort Smith comprised of Schedule "A" attached hereto and forming part of this by-law, is hereby adopted.

REPEALS

3. By-law No. 935, as amended, is hereby repealed.
4. That this by-law shall come into effect upon receiving Third Reading and otherwise meets the requirements of Section 75 of the Cities, Towns and Villages Act.

PASSED

d. Appointments

COMMUNITY

24-344

**Moved by: Cr. Couvrette
Seconded by: Cr. Cox**

That Council approve the reappointment of Rohma Nawaz onto the Community Services Advisory Board for a two-year term ending December 2026.

PASSED

COMMUNITY

24-345

**Moved by: Cr. Cox
Seconded by: Cr. Bathe**

That Council approve the appointment of Rebecca Pumphrey onto the Community Services Advisory Board for a two-year term ending December 2026.

PASSED

e. Mayor and Council/Board Representative

- i. Cr. Tuckey - excused
- ii. Cr. Cox – Cr. Cox noted the success of the recent emergency services food and toy drive, extending his appreciation to the volunteers from emergency services and the broader community for their efforts in packaging and distribution. He also shared positive feedback from a college student impressed by the recreation center's accessibility and the ease with which students can utilize its facilities.
- iii. Cr. Couvrette – Cr. Couvrette extended seasonal greetings, urging everyone to stay safe and support those in need. He updated council on the NTPC Intervention Committee's recent meeting, which addressed questions submitted to the NWT Public Utilities Board regarding proposed rate increases. Couvrette also shared insights from a three-hour meeting with the College



Council of the Town of Fort Smith Meeting 12-24, December 17th, 2024

Board of Governors and President, highlighting new programs: a General Studies (Liberal Arts) program starting September 2025 and a Teacher Education program slated for 2026.

- iv. Cr. Benwell – Cr. Benwell shared her appreciation for the museum's efforts in promoting local art and supporting community artists, many of whom are highly talented but face challenges. She introduced herself during a visit, provided her personal email for any future concerns, and expressed enthusiasm for the museum's commitment to showcasing local talent.

- v. Cr. Heaton – Cr. Heaton extended her heartfelt condolences to the Haaima family. She expressed pride in participating in the Kinship of Our Land winter camp, a collaborative effort with Salt River First Nations and Uncle Gabe's Friendship Centre. The program offers three weekends of free winter activities for children, while also providing evening social programming on important topics such as suicide awareness, healthy families, safe relationships, and online safety.

- vi. Cr. Karasiuk – Cr. Karasiuk expressed his gratitude for being back home after recent misadventures and extended warm wishes to all residents and town staff for a safe and restful holiday season.

- vii. Cr. Bathe – Cr. Bathe extended holiday wishes to the council and community, thanking staff for their hard work. He praised the recreation center and arena and its operations and shared his appreciation for Dan Brown, highlighting an act of kindness he witnessed. He emphasized the importance of recognizing the caring members of the community, especially during the holiday season.

- viii. Deputy Mayor Keizer – D/M Keizer extended condolences to the Haaima family and offered support to Patty, noting her brother is recovering well, which is encouraging news. He shared his recent involvement in assisting "the Big Red Guy" with community visits, including RCMP-led school and band activities. Highlighting the festive atmosphere in Fort Smith, he expressed confidence that the Christmas spirit is alive and thriving. He wished everyone a Merry Christmas and reminded them there's still time to catch Santa before the holiday.

- ix. Mayor Fergusson - Mayor Fergusson reflected on the recent meeting between the Thebacha Leadership Council and the Aurora College's board of governors and president, noting progress on Polytech accreditation, which could enhance higher education opportunities locally. While acknowledging financial constraints, she emphasized the importance of community-driven marketing to attract students and residents. She highlighted the success of the Métis AGM, which brought economic benefits to Fort Smith through hosting delegates and conferences. The mayor also participated in a Ministry of Health meeting, and a tour of the River Ridge Facility and volunteered alongside D/M Keizer and Cr. Heaton at the pancake breakfast at JBT School, celebrating community engagement. She urged everyone to check on neighbors and elders during the holidays and extended warm wishes for Christmas and the New Year.

8. PROCLAMATIONS

None.



**Council of the Town of Fort Smith
Meeting 12-24, December 17th, 2024**

9. ABSENCE OF COUNCIL MEMBERS

PROTECTIVE	# 24-346	Moved by: Cr. Couvrette Seconded by: Cr. Cox
	That Mayor Fergusson and Cr. Karasiuk be excused from the Protective Services Standing Committee meeting on December 3 rd , 2024.	
	PASSED	

CORPORATE	# 24-347	Moved by: Cr. Cox Seconded by: Cr. Couvrette
	That Mayor Fergusson and Cr. Karasiuk be excused from the Corporate Services Standing Committee meeting on December 3 rd , 2024.	
	PASSED	

COMMUNITY	# 24-348	Moved by: D/M Keizer Seconded by: Cr. Heaton
	That Cr. Karasiuk, D/M Keizer and Cr. Tuckey be excused from the Community Services Standing Committee meeting on December 10 th , 2024.	
	PASSED	

MUNICIPAL	# 24-349	Moved by: Cr. Bathe Seconded by: Cr. Cox
	That Cr. Karasiuk and Cr. Tuckey be excused from the Municipal Services Standing Committee meeting on December 10 th , 2024.	
	PASSED	

# 24-350	Moved by: Cr. Karasiuk Seconded by: Cr. Bathe
That Cr. Tuckey be excused from the Regular Meeting of Council on December 17 th , 2024.	
PASSED	

10. DATE OF NEXT COUNCIL MEETING

Protective Services Standing Committee	January 7 th , 2024, at 6 pm
Corporate Services Standing Committee	January 7 th , 2024, at 7 pm
Community Services Standing Committee	January 14 th , 2024, at 6 pm
Municipal Services Standing Committee	January 14 th , 2024, at 7 pm
Regular Meeting of Council	January 21 st , 2024, at 7 pm

11. IN CAMERA

# 24-351	Moved by: Cr. Couvrette Seconded by: Cr. Cox
That Council move in-camera in accordance with the Cities, Towns, and Villages Act, Section 23(3)(e) a matter still under consideration and on which Council has not yet publicly announced a decision if discussion in public would likely prejudice the municipal corporation's ability to carry out its activities or negotiations.	
PASSED	



**Council of the Town of Fort Smith
Meeting 12-24, December 17th, 2024**

24-352

**Moved by: Cr. Karasiuk
Seconded by:**

That Council move out of in-camera at 8:37 pm.

PASSED

24-353

**Moved by: Cr. Karasiuk
Seconded by: Cr. Cox**

That Council authorize the execution of the Funding Agreement as discussed in-camera with the funding details and initiatives to be publicly available upon execution of the funding announcement to be coordinated between the Town and the Funder.

PASSED

Briefing Note – Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show

#24-354

**Moved by: Cr. Bathe
Seconded by: Cr. Cox**

That Council receive this briefing note for information and consideration, with further discussion to occur during budget deliberations

PASSED

Briefing Note – *Update – Attendance at the NWTAC 2025 Annual General Meeting

#24-355

**Moved by: D/M Keizer
Seconded by: Cr. Cox**

That Council members are requested to confirm their attendance by the regular meeting of council on December 17th, 2024.

This will allow Administration to:

1. Register all confirm attendees
2. Release any unneeded rooms to minimize costs

Yes: Cr. Benwell, D/M Keizer, Mayor Fergusson, and Cr. Couvrette

No: Cr. Bathe, Cr. Heaton, Cr. Karasiuk, and Cr. Cox

PASSED

12. ADJOURNMENT

24-356

**Moved by: Cr. Karasiuk
Seconded by: Cr. Bathe**

That the meeting be adjourned at 8:46 pm.

PASSED

13. QUESTION PERIOD

A question period was offered in accordance with policy.



Protective Services Standing Committee Meeting December 3rd, 2024

MINUTES

The Protective Services Standing Committee Meeting was held on Tuesday, December 3rd, 2024, @ 6 pm within the Town Hall Council Chambers.

Present: D/M Keizer, Cr. Heaton, Cr. Bathe, Cr. Tuckey, Cr. Kox, Cr. Benwell, Cr. Couvrette
Regrets: Mayor Fergusson and Cr. Karasiuk
Staff Present: Tracy Thomas, Senior Administrative Officer
Raveena Brown, Executive Secretary
Adam McNab, Director of Protective Services
Jim Hood, Director of Corporate Services

A. CALL TO ORDER

Tracy Thomas called the meeting to order at 6 pm and handed the Chair to Cr. Couvrette. Cr. Couvrette read the acknowledgment of First Nations.

B. REVIEW

a. Agenda

Moved by: Cr. Cox

Seconded by: Cr. Bathe

That the agenda be adopted as presented.

PASSED

b. Minutes

Moved by: Cr. Cox

Seconded by: Cr. Benwell

The minutes from the Protective Services Standing Committee Meeting on October 1st, 2024, be received as information.

PASSED

c. Vision and Values - Review

d. Declaration of Financial Interest - None

C. DIRECTOR'S REPORT

a. The Protective Services Report for October

Councillor Heaton suggested that the Protective Services Department address the recent increase in break-ins within the community by issuing public service announcements. These could include general safety tips, such as keeping lights on, arranging for house sitters during absences, and other precautions, particularly with the holiday season approaching. Director McNab responded that he would reach out to the RCMP to explore options.

Councillor Heaton also thanked the Protective Services Department for their support in organizing the Halloween Party at the Four-Way.

Councillor Tuckey inquired whether the number of calls in October and November was as expected. Director McNab confirmed that the volume was consistent with the average for the same period last year.



Protective Services Standing Committee Meeting December 3rd, 2024

Councillor Heaton congratulated Director McNab on earning his “Train the Trainer” certification, noting how beneficial it is to have the capacity to train firefighters locally. She asked if there was a scheduled date for firefighter training and inquired about age requirements. Director McNab explained that the department is currently focused on in-house training for medical services, having recently completed an EMR course. Once the medical training is finalized, they will transition to fire training. According to the Standard Operating Guidelines (SOGs), members must be 18 years or older to join the Fire Department. He also noted that new members are welcome to join the upcoming 10-01 training starting in the new year.

D. ADMINISTRATION

a. Briefing Note – Update on Ongoing Land Acquisition Process

Moved by: Cr. Tuckey

Seconded by: Cr. Heaton

That Council accepts this briefing note as information.

SAO asked if there were there any specific questions about the ongoing land acquisition process? This process began in 2022. She explained that she started midway and have since received regular updates while collaborating with the Director of Protective Services to better understand its implications for the town. Currently, the project is approximately three-quarters of the way through.

Cr. Couvrette asked if the town has received any revenues from the GNWT as grants in lieu of taxes from the GNWT or other governments. SAO stated that she was advised that since this is untenured land, the town does not receive any grants in lieu. Cr. Couvrette states that he believes it is appropriate to move forward in hopes that the land will generate revenues or benefits to our community.

PASSED

b. DPA-054-24 Walsh’s Heavy Duty Repairs Ltd.

Moved by: Cr. Tuckey

Seconded by: Cr. Cox

That DPA-045-24, submitted by Matthew Walsh, from Lot 1817, Plan 4403, 21 SS. Distributor Dr., in Fort Smith, be approved.

Councillor Cox asked if business licenses are renewed annually and whether complaints against a business could lead to the town withholding license renewal until the issues are addressed.

Director McNab clarified that when an application is submitted, the town reviews the business to ensure compliance with home occupation requirements, the zoning bylaw, and the business licensing bylaw. The business licensing bylaw mandates that home occupations be reviewed by council annually during the renewal process. If no concerns are raised about the business, the license is renewed. This process provides council with an opportunity to evaluate business licenses each year.

Cr. Bathe inquired if there is any information on how often issues arise with home occupations, such as non-compliance, noise, or other complaints. He noted that having this background information would be helpful as these matters are being considered.

Director McNab expressed appreciation for the question, noting that many complaints in the community are anecdotal. In a small town, residents often mention concerns informally but are less likely to submit formal complaints, making it difficult to track statistics. He explained that proactively identifying compliance issues, particularly for



Protective Services Standing Committee Meeting December 3rd, 2024

home occupations involving heavy equipment stored on-site, is challenging. However, formal complaints from neighbors are rare and difficult to quantify.

Cr. Cox asked at what point in the process neighbors are informed about the development and whether they have an opportunity to voice their concerns.

Director McNab explained that, in this case, council acts as the development officer responsible for conditional use decisions in this zone. The process mirrors what development officers typically follow: first, reviewing the bylaw and determining whether the development is appropriate. After making this decision, neighbors are notified. Similarly, council, as the development officer, will decide if the development is suitable and aligns with the vision for the community. If deemed appropriate, neighbors will be informed and given 15 days to respond. During this period, the applicant is not permitted to begin development, and if they do, it is at their own risk.

PASSED

E. OTHER BUSINESS

F. EXCUSING OF COUNCILLORS

Moved by: Cr. Tuckey
Seconded by: Cr. Heaton

AMENDED

That Mayor Fergusson and Cr. Karasiuk be excused from the Protective Services Standing Committee meeting on October 1st, 2024.

PASSED

G. DATE OF NEXT MEETING

That next Protective Services Standing Committee Meeting will be on January 7th, 2025.

H. ADJOURNMENT

Moved by: Cr. Benwell
Seconded by: Cr. Cox

That the meeting be adjourned at 6:22 pm.



Protective Services Standing Committee Meeting December 3rd, 2024

MINUTES

The Protective Services Standing Committee Meeting was held on Tuesday, December 3rd, 2024, @ 6 pm within the Town Hall Council Chambers.

Present: D/M Keizer, Cr. Heaton, Cr. Bathe, Cr. Tuckey, Cr. Kox, Cr. Benwell,
Cr. Couvrette
Regrets: Mayor Fergusson and Cr. Karasiuk
Staff Present: Tracy Thomas, Senior Administrative Officer
Raveena Brown, Executive Secretary
Adam McNab, Director of Protective Services
Jim Hood, Director of Corporate Services

A. CALL TO ORDER

Tracy Thomas called the meeting to order at 6 pm and handed the Chair to Cr. Couvrette. Cr. Couvrette read the acknowledgment of First Nations.

B. REVIEW

a. Agenda

Moved by: Cr. Cox

Seconded by: Cr. Bathe

That the agenda be adopted as presented.

PASSED

b. Minutes

Moved by: Cr. Cox

Seconded by: Cr. Benwell

The minutes from the Protective Services Standing Committee Meeting on October 1st, 2024, be received as information.

PASSED

- c. Vision and Values - Review
- d. Declaration of Financial Interest - None

C. DIRECTOR'S REPORT

a. The Protective Services Report for October

Councillor Heaton suggested that the Protective Services Department address the recent increase in break-ins within the community by issuing public service announcements. These could include general safety tips, such as keeping lights on, arranging for house sitters during absences, and other precautions, particularly with the holiday season approaching. Director McNab responded that he would reach out to the RCMP to explore options.

Councillor Heaton also thanked the Protective Services Department for their support in organizing the Halloween Party at the Four-Way.

Councillor Tuckey inquired whether the number of calls in October and November was as expected. Director McNab confirmed that the volume was consistent with the average for the same period last year.



Protective Services Standing Committee Meeting December 3rd, 2024

Councillor Heaton congratulated Director McNab on earning his “Train the Trainer” certification, noting how beneficial it is to have the capacity to train firefighters locally. She asked if there was a scheduled date for firefighter training and inquired about age requirements. Director McNab explained that the department is currently focused on in-house training for medical services, having recently completed an EMR course. Once the medical training is finalized, they will transition to fire training. According to the Standard Operating Guidelines (SOGs), members must be 18 years or older to join the Fire Department. He also noted that new members are welcome to join the upcoming 10-01 training starting in the new year.

D. ADMINISTRATION

a. Briefing Note – Update on Ongoing Land Acquisition Process

Moved by: Cr. Tuckey

Seconded by: Cr. Heaton

That Council accepts this briefing note as information.

PASSED

SAO asked if there were there any specific questions about the ongoing land acquisition process? This process began in 2022. She explained that she started midway and have since received regular updates while collaborating with the Director of Protective Services to better understand its implications for the town. Currently, the project is approximately three-quarters of the way through.

Cr. Couvrette asked if the town has received any revenues from the GNWT as grants in lieu of taxes from the GNWT or other governments. SAO stated that she was advised that since this is untenured land, the town does not receive any grants in lieu. Cr. Couvrette states that he believes it is appropriate to move forward in hopes that the land will generate revenues or benefits to our community.

b. DPA-054-24 Walsh’s Heavy Duty Repairs Ltd.

Moved by: Cr. Tuckey

Seconded by: Cr. Cox

That DPA-045-24, submitted by Matthew Walsh, from Lot 1817, Plan 4403, 21 SS. Distributor Dr., in Fort Smith, be approved.

PASSED

Councillor Cox asked if business licenses are renewed annually and whether complaints against a business could lead to the town withholding license renewal until the issues are addressed.

Director McNab clarified that when an application is submitted, the town reviews the business to ensure compliance with home occupation requirements, the zoning bylaw, and the business licensing bylaw. The business licensing bylaw mandates that home occupations be reviewed by council annually during the renewal process. If no concerns are raised about the business, the license is renewed. This process provides council with an opportunity to evaluate business licenses each year.

Cr. Bathe inquired if there is any information on how often issues arise with home occupations, such as non-compliance, noise, or other complaints. He noted that having this background information would be helpful as these matters are being considered.



Protective Services Standing Committee Meeting December 3rd, 2024

Director McNab expressed appreciation for the question, noting that many complaints in the community are anecdotal. In a small town, residents often mention concerns informally but are less likely to submit formal complaints, making it difficult to track statistics. He explained that proactively identifying compliance issues, particularly for home occupations involving heavy equipment stored on-site, is challenging. However, formal complaints from neighbors are rare and difficult to quantify.

Cr. Cox asked at what point in the process neighbors are informed about the development and whether they have an opportunity to voice their concerns.

Director McNab explained that, in this case, council acts as the development officer responsible for conditional use decisions in this zone. The process mirrors what development officers typically follow: first, reviewing the bylaw and determining whether the development is appropriate. After making this decision, neighbors are notified. Similarly, council, as the development officer, will decide if the development is suitable and aligns with the vision for the community. If deemed appropriate, neighbors will be informed and given 15 days to respond. During this period, the applicant is not permitted to begin development, and if they do, it is at their own risk.

E. OTHER BUSINESS

F. EXCUSING OF COUNCILLORS

Moved by: Cr. Tuckey
Seconded by: Cr. Heaton

AMENDED

That Mayor Fergusson and Cr. Karasiuk be excused from the Protective Services Standing Committee meeting on October 1st, 2024.

PASSED

G. DATE OF NEXT MEETING

That next Protective Services Standing Committee Meeting will be on January 7th, 2025.

H. ADJOURNMENT

Moved by: Cr. Benwell
Seconded by: Cr. Cox

That the meeting be adjourned at 6:22 pm.



Corporate Services Standing Committee Meeting January 7th, 2025

MINUTES

The Corporate Services Standing Committee Meeting was held on Tuesday, January 7th, 2025 @ 6:00 pm within the Town Hall Council Chambers.

Present: D/M Keizer, Cr. Heaton, Cr. Tuckey, Cr. Kox, Cr. Benwell, Cr. Couvrette, and Cr. Karasiuk
Regrets: Mayor Fergusson and Cr. Bathe
Staff Present: Tracy Thomas, Senior Administrative Officer
Daniel Wiltzen, Economic and Tourism Development Officer
Jim Hood, Director of Corporate Services

A. CALL TO ORDER

D/M Keizer called the meeting to order at 6:00 pm, confirmed quorum and handed the Chair to Cr. Tuckey. Cr. Tuckey read the acknowledgment of First Nations.

B. REVIEW

a. Agenda

Moved by: Cr. Karasiuk
Seconded by: Cr. Couvrette

That the agenda be adopted as presented.

PASSED

b. Minutes

Moved by: Cr. Couvrette
Seconded by: Cr. Cox

That the minutes from the Corporate Services Standing Committee Meeting on December 3rd, 2024, be adopted as presented.

PASSED

- c. Vision and Values - Review
- d. Declaration of Financial Interest – None

C. DELEGATIONS

a. Northern Life Museum & Cultural Centre - Michael Miltenberger

Michael Miltenberger and Isaiah Wiltzen delivered a presentation highlighting the historical significance and challenges facing the NLMCC. They emphasized the importance of the Thebacha Leadership Council (TLC) and the recently signed Memorandum of Agreement (MOA) as a framework for reconciliation, economic opportunity, and ensuring the museum's long-term viability.

The Board of NLMCC proposed the following:

- Transfer all NLMCC assets, property, and equipment to the governments that are signatories to the MOA in equal 25% shares of ownership.
- Implement a co-governance model to ensure the museum's success.
- Retain the existing Board to manage the collection, programs, and strategic direction, leveraging the opportunities provided by this transfer.



Corporate Services Standing Committee Meeting January 7th, 2025

Proposed next steps include:

- Sharing the proposal with MOA signatories and conducting presentations.
- Seeking interest and agreement from all governments.
- Passing necessary motions and amendments to NLMCC's constitution and bylaws.
- Drafting legal transfer documents if the proposal is approved.

Moved by: D/M Keizer

Seconded by: Cr. Benwell

That Council Direct Administration to provide a briefing note on the implications and considerations regarding the TLC assuming ownership of the NLMCC.

In Favour: D/M Keizer, Cr. Heaton, Cr. Cox, Cr. Benwell, and Cr. Karasiuk

Abstained: Cr. Couvrette

PASSED

D. DIRECTOR'S REPORT

a. The Corporate Services Director's Report for December

Director Hood reported on the current state of the Corporate Services department, highlighting key updates and challenges. The Director of Corporate Services position remains vacant but is being filled on an interim basis by Director Hood until a new hire is made or the end of April. The position is advertised nationally via platforms like CivicJobs.ca, Indeed, and the town's website. Additionally, an Accounts Receivable Clerk position has recently become vacant and is currently posted internally. If no qualified internal candidates are found within the seven-day posting period, external recruitment will be pursued. In the meantime, existing staff are working collaboratively to cover the vacancy, though some delays, such as the issuance of December utility bills, are anticipated.

The department is also focused on year-end preparations and budget development. The year-end process includes completing financial reports for the annual audit, which is expected to be finalized by the end of April as required by the Cities, Towns, and Villages Act. Budget preparation is ongoing, involving collaboration between the SAO and department directors before discussions with the committee. Director Hood emphasized that the department is committed to meeting these obligations while minimizing the budgetary impact compared to previous years.

Cr. Heaton inquired about the possibility of seeking community input before formal budget discussions. She referenced a past initiative by Cr. Benwell, who used a Facebook platform before the election to gather public feedback on desired changes and priorities. The approach provided valuable insights that informed discussions, such as those held previously at the recreation center. Cr. Heaton questioned whether involving the community in budgetary planning is a standard practice and suggested it could be a beneficial step in the current process.

SAO Thomas explained that she has not previously engaged in soliciting public input for budget discussions but has shared information through presentations and informational packages. These materials typically outline the budget allocation, detailing spending on administration and other areas. She emphasized that the operational budget is heavily focused on maintaining service levels, which will be a key point in upcoming council



Corporate Services Standing Committee Meeting January 7th, 2025

discussions. Thomas noted that decisions about budget adjustments would directly affect service levels, highlighting areas where potential cost-saving measures may be necessary.

Cr. Tuckey suggested a more proactive approach to budget planning by involving council early in discussions to determine which services should be prioritized or introduced. He emphasized the need to identify gaps in current services and reevaluate budget allocations accordingly. Tuckey proposed redirecting focus to essential community needs, such as fixing roads and parks, rather than continuing significant spending on initiatives like walking trails without addressing practical concerns. He highlighted the lack of benches and garbage receptacles along trails, noting that these omissions make the assets less accessible, particularly for senior citizens.

Cr. Couvrette, drawing on his extensive experience with budgeting, expressed support for Councillor Heaton's suggestion to consult the public. He emphasized the importance of first establishing the budget framework, including whether it will be balanced, in surplus, or operating with a deficit. Couvrette noted that any proposed tax increase, such as a hypothetical 5%, should prompt discussions about its implications. The council must determine whether the public is willing to accept higher taxes to maintain current service levels or, alternatively, identify which services could be scaled back to reduce costs. He stressed that these considerations should be part of the public consultation process once a draft budget and projected deficit are available for review.

Director Hood acknowledged the importance of public consultation in the budgeting process, as highlighted by Cr. Heaton and Cr. Couvrette. However, he suggested that, given the number of new council members and the tight timelines, the current budget cycle should focus on simplifying the process and serving as a learning experience. Hood recommended that councillors use their experience and the information they gathered prior to the election to determine the necessary service levels for this budget and aim to refine the approach for the next cycle. By the subsequent budget period, beginning in August or September, the council would have a clearer understanding of operations and limitations, enabling meaningful public engagement and more impactful decisions on both the operating and capital budgets. This phased approach would allow for more comprehensive public involvement and stronger community impact in future budgets.

- b. Licencing Report
- c. Accounts Payable Report
- d. Correspondence

E. ADMINISTRATION

F. OTHER BUSINESS

G. EXCUSING OF COUNCILLORS

Moved by: Cr. Cox
Seconded by: Cr. Couvrette

That Mayor Fergusson and Cr. Bathe be excused from the Corporate Services Standing Committee meeting on January 7th, 2025.

PASSED

H. DATE OF NEXT MEETING

That next Corporate Services Standing Committee meeting be on February 4th, 2025.



**Corporate Services Standing Committee Meeting
January 7th, 2025**

I. ADJOURNMENT

Moved by: Cr. Benwell

Seconded by: Cr. Cox

That the meeting be adjourned at 7:16 pm.

PASSED



Community Services Standing Committee Meeting

MINUTES

The Community Services Standing Committee Meeting was held on Tuesday, January 14th, 2025 @ 6:00 pm within the Town Hall Council Chambers.

Present: Mayor Fergusson, Cr. Heaton, Cr. Cox, Cr. Couvrette, Cr. Karasiuk, D/M Keizer and Cr. Tuckey
Regrets: Cr. Benwell and Cr. Bathe
Staff Present: Tracy Thomas, Senior Administrative Officer
Raveena Brown, Executive Secretary
Andrew Grenier, Director of Municipal Services
Emily Colucci, Director of Community Services

A. CALL TO ORDER

Mayor Fergusson called the meeting to order at 6:30 pm and handed the Chair to Cr. Heaton. Cr. Heaton read the acknowledgment of First Nations.

B. REVIEW

a. Agenda

Moved by: Mayor Fergusson

Seconded by: Cr. Cox

That the agenda be adopted as presented

PASSED

b. Minutes

Moved by: Mayor Fergusson

Seconded by: Cr. Tuckey

The minutes from the Community Services Standing Committee Meeting on December 10th, 2024, be adopted as presented.

PASSED

c. Vision and Values

d. Declaration of Financial Interest - *Cr. Couvrette excused himself from the NLMCC discussion.*

C. DIRECTOR'S REPORT

a. The Community Services Report for December

Mayor Fergusson expressed her appreciation for the thoroughness of the report, noting that it provided valuable information. She mentioned attending the fireworks event but explained that it was too cold to stay for the hot chocolate, although she thought it was a great touch.

Cr. Heaton expressed her admiration for the statistics coming out of the library, praising the efforts of the entire library team, including both the women and men involved. She specifically highlighted the impressive 17,000 annual visits, particularly noting that circulation is the primary activity at the library. Heaton also commended Sam and her staff for the incredible programming they have been running, encouraging them to continue their excellent work.

Director Colucci praised the library's programming, emphasizing how it stands out for a library of its size. She explained that the library has maximized its offerings within the constraints of its budget, prioritizing the creation of engaging programs over extended hours. Colucci highlighted that the programs are what truly attract people to the library,



Community Services Standing Committee Meeting

providing access to new information, fostering community interaction, and encouraging engagement. She expressed pride in the library team for their hard work in developing diverse and unique programs, noting that their efforts have created something truly special for the community.

D. ADMINISTRATION

a. Briefing Note – Northern Life Museum and Culture Centre Proposal

Moved by: Cr. Karasiuk

Seconded by: Cr. Cox

Recommendation:

That Council approve the following actions in relation to the TLC Assembly:

1. Engage with TLC Partners:
2. Form a Working Group:
If the TLC partners express support for the proposal, establish a working group consisting of Administrative representatives from the Town of Fort Smith and the TLC partners.

PASSED

Cr. Couvrette excused himself from this discussion at 6:10 pm and returned after the discussion was completed at 6:19 pm.

Cr. Karasiuk expressed his appreciation for the thoroughness of the briefing note, stating that it exceeded his expectations and addressed many of the questions he had during the presentation. He commended its completeness, noting that it provided clarity on several points that needed further understanding before proceeding. Karasiuk emphasized that forming a working group does not equate to final approval but rather serves as a step toward gathering more information by collaborating with other team members to answer the remaining questions.

Mayor Fergusson agreed with the approach outlined, acknowledging that it addressed questions about how the situation would be managed. She appreciated how the breakdown clarified the next steps and expressed her eagerness to work with the team moving forward. She suggested that the next group to engage in the process would be the SAOs and the COs, as they would need to define their roles in the initiative, including responsibilities such as insurance and handling issues like roof maintenance. The goal would be to clearly identify each party's contribution to the project.

D/M Keizer raised a concern about whether the NLMCC could maintain its not-for-profit status under the proposed agreement, as this status allows it to access essential operating funding. He noted that he couldn't recall if this aspect was addressed in the briefing note and suggested that Mayor Fergusson, as a member of the working group, should directly inquire about this during discussions. Keizer emphasized that it would be important to clarify if the agreement could be structured in a way that allows the NLMCC to retain its not-for-profit status and continue receiving the funding it currently relies on.

SAO Thomas highlighted that one of the key tasks for the working group would be to examine how the current funding structures might be impacted if the entity were to become government-owned. The SAO stressed the importance of formal presentations being made to each council before the working group is formed, with a council representative, such as the Mayor or another designated member, attending these meetings. This would ensure that the representative is directly involved in the discussions



Community Services Standing Committee Meeting

and can accurately report back to the council on the level of support or any concerns raised during the meetings.

Cr. Cox raised questions about the town's current involvement in the museum, wondering what role, if any, the town should continue to play moving forward. He asked if the other members of the TLC might be capable of managing the museum independently, without the town's involvement. Cox questioned whether the town's role is vital or if it could be reduced while still supporting the museum.

Mayor Fergusson stated that she would address the matter and emphasized the importance of understanding the perspectives of all parties involved. She highlighted that the town has traditionally acted as a neutral entity, likening its role to that of Switzerland, ensuring unity and continuity regardless of changes in leadership, such as the chief or president. She expressed that the town's role has been to maintain this continuity, which has been a desired outcome, ensuring stability and ongoing collaboration even with changes in leadership.

SAO Thomas clarified that since the proposal is being presented to the TLC as a whole and the town is the Lead for TLC. The SAO emphasized that this makes it a full partnership. If it were not a complete partnership, it would no longer be considered a TLC initiative and would instead be proposed to the three Indigenous governments. The SAO concluded that the future direction depends on how the partnership decides.

D/M Keizer emphasized that the key aspect of the museum's mandate is its inclusivity for the entire community. He noted that there are three Indigenous governments and one non-Indigenous government involved, and the museum's purpose is to represent all aspects of history, including the Hudson Bay history and subsequent events. He pointed out that transforming the museum into an exclusively Indigenous space may not be feasible or immediately possible, though he acknowledged that this is just an observation and was unsure if it was entirely accurate.

E. OTHER BUSINESS

F. EXCUSING OF COUNCILLORS

Moved by: Mayor Fergusson
Seconded by: Cr. Tuckey

That Cr. Benwell and Cr. Bathe be excused from the Community Services Standing Committee meeting on January 14th, 2025.

PASSED

G. DATE OF NEXT MEETING

The next Community Services Standing Committee Meeting will be on February 4th, 2025.

H. ADJOURNMENT

Moved by: Cr. Couvrette
Seconded by: Mayor Fergusson

That the meeting be adjourned at 6:20 pm.

PASSED



Municipal Services Standing Committee Meeting

MINUTES

The Municipal Services Standing Committee Meeting was held on Tuesday, January 14th, 2025 @ 6:30 pm within the Town Hall Council Chambers.

Present: Mayor Fergusson, Cr. Heaton, Cr. Cox, Cr. Couvrette, Cr. Karasiuk, D/M Keizer and Cr. Tuckey
Regrets: Cr. Benwell and Cr. Bathe
Staff Present: Tracy Thomas, Senior Administrative Officer
Raveena Brown, Executive Secretary
Andrew Grenier, Director of Municipal Services
Emily Colucci, Director of Community Services

A. CALL TO ORDER

Mayor Fergusson called the meeting to order at 6:30 pm and handed the Chair to Cr. Karasiuk.

B. REVIEW

a. Agenda

Moved by: Mayor Fergusson

Seconded by: Cr. Couvrette

That the agenda be adopted as amended to add a briefing note regarding pool closures and an in-camera session under E. Other Business.

PASSED

b. Minutes

Moved by: Mayor Fergusson

Seconded by: Cr. Cox

The minutes from the Municipal Services Standing Committee Meeting on December 10th, 2024, be adopted as presented.

PASSED

c. Vision and Values

d. Declaration of Financial Interest

C. DIRECTOR'S REPORT

a. The Municipal Services Report for December

Cr. Couvrette highlighted the significant outage and associated brownouts, expressing concern about whether the town sustained any equipment damage as a result. He stressed the importance of tracking related costs to address these issues in future discussions, including interventions concerning rate increases.

Cr. Heaton expressed her gratitude for all of the snow clearing that has been happening around town.

D/M Keizer noted that he appreciated the pictures added to the report and asked when the tour of the town's facilities would take place. Director Grenier noted that a date will be set when all Council Members are in Town.



D. ADMINISTRATION

- a. Award of Contract for the Procurement of Chain Link Fence Materials for Two Cemeteries January 2025

Moved by: Cr. Couvrette

Seconded by: Cr. Cox

Recommendation:

It is recommended that Council approve the award of the contract to AAG Landscaping for the supply of chain link fence materials in the amount of \$29,387.37.

IN FAVOR: Cr. Heaton, Cr, Karasiuk, D/M Keizer, Mayor Fergusson, Cr. Cox, and Cr. Couvrette

ABSTAIN: Cr. Tuckey

PASSED

Director Grenier was excused during this discussion at 6:38 pm and returned when it was completed at 6:42 pm.

Mayor Fergusson inquired about the motion to purchase building materials and questioned how long the materials would remain unused, whether appropriate storage space was available, and what the next steps would be regarding their utilization.

Cr. Couvrette reflected on previous council discussions regarding the potential for community leadership to take a proactive role in improving and maintaining a local asset. He suggested that leadership groups could consider hiring skilled individuals to install it, create training opportunities, and involve others in the asset’s development. Couvrette emphasized the importance of community involvement in its upkeep, proposing initiatives such as regular clean-ups and fostering respect for the asset and those who use it. He viewed this as an opportunity to rebuild community spirit, which has waned in recent years due to factors like COVID-19, and encouraged the town to collaborate with citizens and organizations to ensure the asset is well-maintained and valued.

E. OTHER BUSINESS

- a. Briefing Note – Pool Shutdown

Moved by: Mayor Fergusson

Seconded by: Cr. Cox

Recommendation:

That Council receive this briefing note as information

PASSED

Director Grenier explained that the air handling unit is experiencing ongoing issues due to inconsistent power, which is damaging variable-speed components. Without functioning variable-speed controls, the oversized air handler operates at full capacity or not at all. This leads to complications: running it at full capacity risks freezing, while turning it off at night to prevent freezing causes temperature and humidity imbalances that result in further damage. There have been multiple repairs effected, however, parts inventory is now depleted and a critical replacement part has been ordered, but it is not expected to arrive until at least the first quarter of the year.

The decision was to align the repair with a planned spring shutdown for annual maintenance, as well as address the recommendations outlined in the engineer's pool assessment report. He emphasized that continuing to operate the unit in its current state



Municipal Services Standing Committee Meeting

would lead to further deterioration and increased costs, noting that the planned maintenance and repair work have been accounted for in the budget.

Mayor Fergusson sought clarification on if this shutdown of our pool was a direct result of the NTPC brownouts in our community, and whether they were what caused the failure of our system.

Director Grenier confirmed that this was indeed a direct result of the power fluctuations and shutdowns.

Cr. Cox inquired whether measures such as surge protection units or other safeguards have been considered to prevent future damage to replacement parts, ensuring the new components are protected from similar failures.

Director Grenier explained that it would be best to install it for the building itself where the power enters the building, however he is still gathering cost estimates for the installation, noting that the three-phase power requirement makes the project potentially expensive and emphasizing the need for a clear understanding of the associated costs.

Cr. Heaton noted that this situation is not due to procedural, operational, or power usage issues on the town's side but stems from the inadequate service provided by the monopoly supplier. She acknowledged the efforts of Director Grenier and his team over the past years in working to restore consistent operations and expressed appreciation for their dedication.

Cr. Couvrette recommended that the administration and Mayor draft a strong letter addressed to both the NWT Power Corporation Minister and the Public Utilities Board. The letter should highlight concerns regarding the Power Corporation's lack of long-term vision, inadequate planning for system maintenance, and the deteriorating state of the community's power distribution system and generators. He criticized the corporation's management practices, emphasizing that these issues undermine confidence in their ability to effectively operate.

Cr. Couvrette also pointed out that the corporation is seeking a rate increase, which he deemed unacceptable given their performance. He proposed bringing a resolution to the NWT Association of Communities (NWTAC) to urge the government to consider a new governance model for power supply in the NWT. He suggested transitioning the Power Corporation from a Crown corporation to a government department, arguing that this could improve efficiency and accountability while reducing costs associated with high executive salaries.

Cr. Couvrette emphasized the potential cost savings and the increased accountability that could result from restructuring the organization. He expressed his intention to bring a resolution before the town for consideration at the upcoming NWTAC meeting. Couvrette also suggested that the Mayor, if she wishes, could bring forward a motion on the matter, and he offered to draft it.

He stressed the importance of writing to both the Power Corporation and the Public Utilities Board to highlight that the situation is affecting a major community asset. With the facility potentially down for three to four months, there will be a loss of revenue and a negative impact on residents' health and social well-being. Couvrette concluded by stating that the Power Corporation must be fully accountable for the situation, as it is their direct responsibility.

Cr. Heaton inquired about how the issue would be communicated to the community, questioning whether there would be a staged approach to the messaging. She also raised the concern that residents may seek compensation or coverage for not having access to the facility, as it is considered an important part of their activities.



Municipal Services Standing Committee Meeting

Director Colucci explained that in situations where services are no longer available, the usual approach is to offer members a refund on a pro-rated basis, depending on how much of their membership they have used. Alternatively, members are given the option to freeze their memberships until the facility reopens. She emphasized that the goal is to provide people with options to address the situation.

b. In-Camera Session

Moved by: Cr. Couvrette
Seconded by: Mayor Fergusson

Recommendation:

That Council move in-camera in accordance with the Cities, Towns, and Villages Act, Section 23(3)(e) a matter still under consideration and on which Council has not yet publicly announced a decision if discussion in public would likely prejudice the municipal corporation's ability to carry out its activities or negotiations.

PASSED

Went in-camera at 6:54 pm.

Moved by: Cr. Couvrette
Seconded by: Cr. Cox

Recommendation:

That Mayor and Council move out of an in-camera session

PASSED

Came out of an in-camera at 7:14 pm.

F. EXCUSING OF COUNCILLORS

Moved by: Mayor Fergusson
Seconded by: Cr. Tuckey

That Cr. Benwell and Cr. Bathe be excused from the Municipal Services Standing Committee meeting on January 14th, 2025.

PASSED

G. DATE OF NEXT MEETING

The next Municipal Services Standing Committee Meeting will be on February 4th, 2025.

H. ADJOURNMENT

Moved by: Mayor Fergusson
Seconded by: Cr. Couvrette

That the meeting be adjourned at 7:15 pm.

PASSED



Briefing Note

To: Mayor and Council
From: Administration
Date: January 21, 2025
Subject: Appointment of Acting Senior Administrative Officer (SAO) – January 27th to January 31st, 2025.

PURPOSE:

To appoint Andrew Grenier as Acting SAO for the period of January 27th – 31st, 2025.

BACKGROUND:

In November of 2023, Council passed Motion 23-305, appointing Emily Colucci as the Standing Acting SAO whenever the SAO is away. The Department of Municipal and Community Affairs (MACA) confirmed that this motion suffices for the standing appointment. Alternatively, the SAO bylaw could include a provision allowing the SAO to appoint an Acting SAO.

Tracy Thomas, SAO, will be away from January 21st to February 3rd, 2025. Emily Colucci, Director of Community Services, will act as SAO from January 20th-24th, 2025 and will attend the Executive Leadership Program from January 27th to 31st, 2025, leaving a gap in SAO coverage during that period.

CURRENT SITUATION:

To ensure continuity during this time, it is recommended that the Director, Andrew Grenier, serve as Acting SAO from January 27th to 31st, 2025. This approach aligns with the standing appointment process and provides balanced leadership coverage.

RECOMMENDATION:

That Council, by motion, appoint Andrew Grenier, Director of Municipal Services, as acting SAO for the period of 27th to 31st, 2025.



Briefing Note

To: Mayor and Council
From: Administration
Date: January 21, 2025
Subject: Donation Request – Thebacha Dog Musher’s Association

PURPOSE:

To inform Council of a donation request received from The Thebacha Dog Musher’s Association for the annual Dog Races scheduled for March 8-9, 2025, and to seek formal approval of the associated funding.

BACKGROUND:

The annual Dog Races are a valued community event, celebrating a traditional activity that fosters diversity, togetherness, and cultural appreciation. Open to all, the event provides entertainment and economic benefits, drawing visitors to Fort Smith and supporting local businesses.

In January 2024, Council motioned to make the Dog Races an annually funded budget line for \$2,500. This decision aimed to provide funding security for the event and eliminate the need for recurring annual motions.

The Thebacha Dog Musher’s Association has requested funding to cover costs for:

- **Trail grooming** to ensure optimal race conditions.
- **Bibs** for competitors.
- **Trophies** to recognize participants.
- **Posters** for event promotion.

As the Town has not yet approved the 2025 budget, it would be prudent for Council to formally approve this funding at this time to uphold the 2024 commitment and provide the association with the financial certainty needed to prepare for the event.

RECOMMENDATION:

That Council formally approve the \$2,500 funding allocation for the 2025 Dog Races in alignment with the January 2024 motion and direct Administration to proceed with processing the donation



January 16, 2025

Town of Fort Smith

Sponsorship for the Thebacha Dog Musher's Association: March 2025 Dog Races

The Fort -Smith Thebacha Dog Musher's Association will be holding its annual Dog Races on March 8-9, 2025.

This is a community event that is held each year that invites local and out of town Musher's and teams to participate in a sport that promotes community diversity and togetherness. The Dog Races are held along Highway #5, this allows all community members to watch the races either from the comfort of their vehicles or enjoy the excitement and fresh air while standing near the start and finish lines.

There will be two classes of Dog Races held each day of the weekend. This includes the 10-dog class, 18 miles and 6-dog class, 8 miles, in the previous year there was 22 entries in the 6 dogs, 10 dog 13 entries.

The Thebacha Dog Musher's Association is seeking donation for this year's annual event which will help with the costs of grooming the trail and purchasing bibs, trophies and posters.

We are hoping to have your support to help keep this traditional and cultural sport thriving.

If you have any questions, please contact either:

Gordon Pischinger at (867)872-4714

Or

Sholto Douglas at (867)686-1921

Gordon Pischinger

Thebacha Dog Musher's Association