



**Protective Services Standing Committee Meeting
February 4, 2025**

AGENDA

A. CALL TO ORDER AND CONFIRMATION OF QUORUM

B. DECLARATION OF FINANCIAL INTEREST

- a. Statement of Disclosure Interest

C. REVIEW

- a. Agenda
- b. Minutes
- c. Visions and Values

D. DIRECTOR'S REPORT

- a. Protective Services Director's Report

E. ADMINISTRATION

- a. DPA-001-25 Home Occupation - ThatGuy-Tech Solutions

F. OTHER BUSINESS

G. EXCUSING OF COUNCILLORS

H. DATE OF NEXT MEETING

I. ADJOURNMENT



Protective Services Standing Committee Meeting January 7th, 2025

MINUTES

The Protective Services Standing Committee Meeting was held on Tuesday, January 7th, 2025 @ 7:20 pm within the Town Hall Council Chambers.

Present: D/M Keizer, Cr. Heaton, Cr. Karasiuk, Cr. Tuckey, Cr. Cox, Cr. Benwell, and Cr. Couvrette,
Regrets: Mayor Fergusson, Cr. Bathe, and Director McNab
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 7:20 pm, confirmed quorum, and handed the Chair to Cr. Couvrette.

B. REVIEW

a. Agenda

Moved by: Cr. Karasiuk
Seconded by: Cr. Heaton

That the agenda be adopted as amended to include NTPC.

PASSED

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

C. DIRECTOR'S REPORT

a. The Protective Services Report for December

December was a relatively quiet month overall; however, there was a notable increase in challenging EMS calls. The team has been focused on improving access to mental health support, with the health center proactively collaborating to aid this initiative. The Northwest Territories Power Corporation (NTPC) and NorthwestTel outages were effectively managed by the Protective Services department. Communication efforts during these events were facilitated using Alertable, employing the advisory non-intrusive alerting option. Town staff were commended for their excellent support in communications and response preparedness.

Additionally, Karl Cox, a long-standing and highly valued member of the department, officially retired. His significant contributions to the community were acknowledged with gratitude, and his presence will be greatly missed. The department looks forward to continued collaboration with him in his new role as Town Councillor.

Cr. Heaton suggested that upcoming Fire and EMS training activities in the new year include Mental Health Training. She expressed the importance of equipping the Protective Services team, particularly volunteer and on-call firefighters in Fort Smith, with the necessary skills to address mental health concerns they may encounter during calls. Noting the increasing prevalence of such issues in the community, she emphasized the need to provide additional support and training to ensure they are prepared to handle these situations effectively.



Protective Services Standing Committee Meeting January 7th, 2025

D. ADMINISTRATION

E. OTHER BUSINESS

a. Northwest Territories Power Corporation (NTPC) issues

Cr. Couvrette raised concerns about the prolonged power outage in Fort Smith on January 3, 2025, and the broader issue of power supply reliability. He noted that the community has been relying on diesel power for 18 months—well beyond the originally promised six months—and expressed frustration over NTPC's assurances of adequate backup power, which seem increasingly questionable.

During the outage, NTPC's communication was inconsistent, initially citing distribution issues and later mentioning generation capacity problems. Couvrette emphasized the significant distinction between distribution and generation issues, pointing out that local distribution inadequacies have been a recurring concern. Given the age of NTPC's infrastructure and the reliance on diesel backup, he questioned the system's capacity to handle prolonged outages.

Cr. Couvrette proposed a motion requesting the mayor to seek detailed clarification from NTPC on the root causes of the outage, an update on the Taltson hydro plant's recommissioning timeline, and specific steps to address distribution challenges. The motion also urged NTPC to accelerate investment in local distribution upgrades, aiming for completion by 2027. He highlighted the severe impact of outages, including damage to residential buildings, equipment losses, and food security concerns, urging immediate action to address these issues and hold NTPC accountable.

Moved by: Cr. Couvrette
Seconded by: Cr. Tuckey

Recommendation:

That the Mayor immediately contact NTPC seeking a full clarification and disclosure of the cause(s) of the prolonged power outage in Fort Smith on January 3, 2025. In addition, the ToFS seeks an update regarding the timelines for the recommissioning process for the Taltson hydro plant upgrade project, including an approximate date of when the hydro facility will return to its full function capacity.

Furthermore, if the primary cause(s) of the prolonged outage were related to “distribution issues”, what immediate steps will NTPC undertake to rectify those conditions and, will NTPC consider moving their investment in the local distribution system upgrade project for completion of no later than 2027.

This correspondence is to be copied to the Minister responsible for NTPC (Wawzonek), NWT Public Utilities Board

PASSED

F. EXCUSING OF COUNCILLORS

Moved by: Cr. Tuckey
Seconded by: Cr. Karasiuk

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

PASSED



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

G. DATE OF NEXT MEETING

That next Protective Services Standing Committee Meeting will be on February 4th, 2025.

H. ADJOURNMENT

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

That the meeting be adjourned at 8:00 pm.

PASSED

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.

Department: Protective Services

Date: January 28, 2025

Subject: Monthly Report

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF FORT SMITH ACCEPTS THE PROTECTIVE SERVICES MONTHLY REPORT FOR SEPTEMBER 2024 AS PRESENTED.

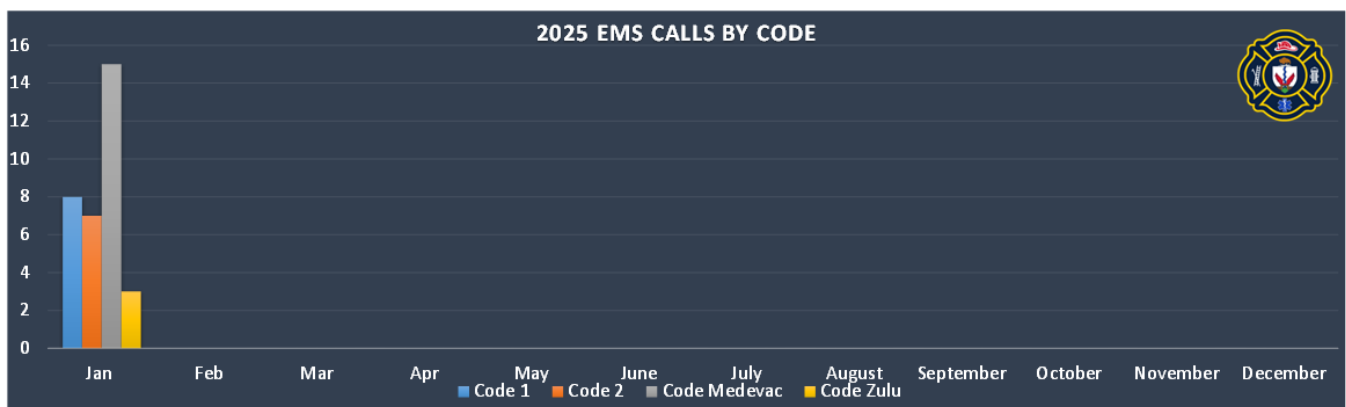
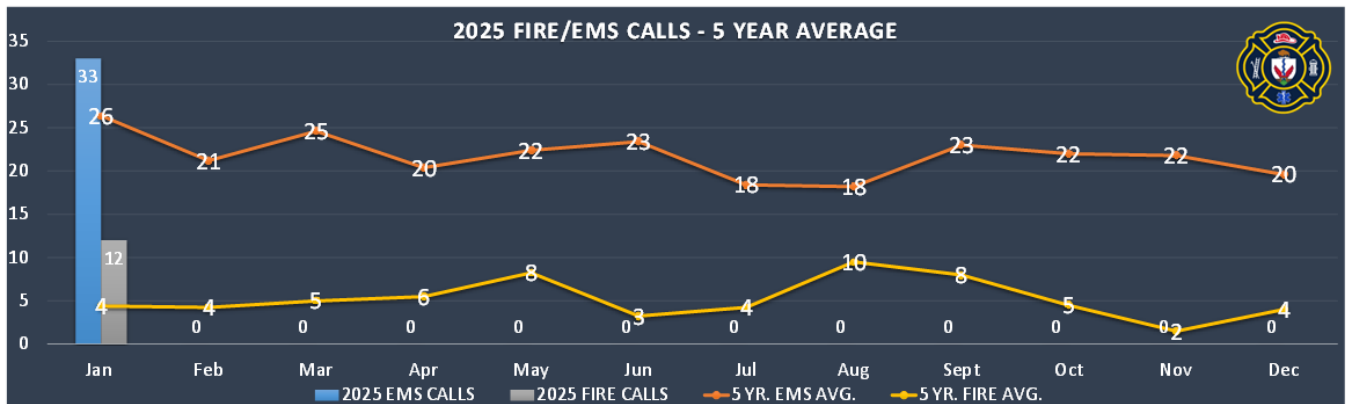
Fire/EMS Response Activities

Fort Smith Fire/EMS responded to 45 calls in January 2025 including 12 Fire Calls and 33 EMS calls. Call volume across both fire and EMS were well above the 5-year average. Increased call volume demands a lot of our volunteers, and they have stepped up to meet the challenge. Newly trained EMR medics have been running calls and have advanced to being primary medics for the department!

Fire/EMS Training Activities

Fire/EMS has conducted three training events during January 2025. NFPA 1001 professional firefighter training is underway with 9 students registered! This program will bring more fire department members up to the level of service we offer our community.

Red Cross Medical First Responder training is underway to supplement the large cohort of EMR medics in the department. The Medical First Responder scope is the minimum medical training requirement of our department. Medical equipment is stocked on the Fire Rescue truck so any department member can access the tools needed to provide immediate care at an emergency scene.

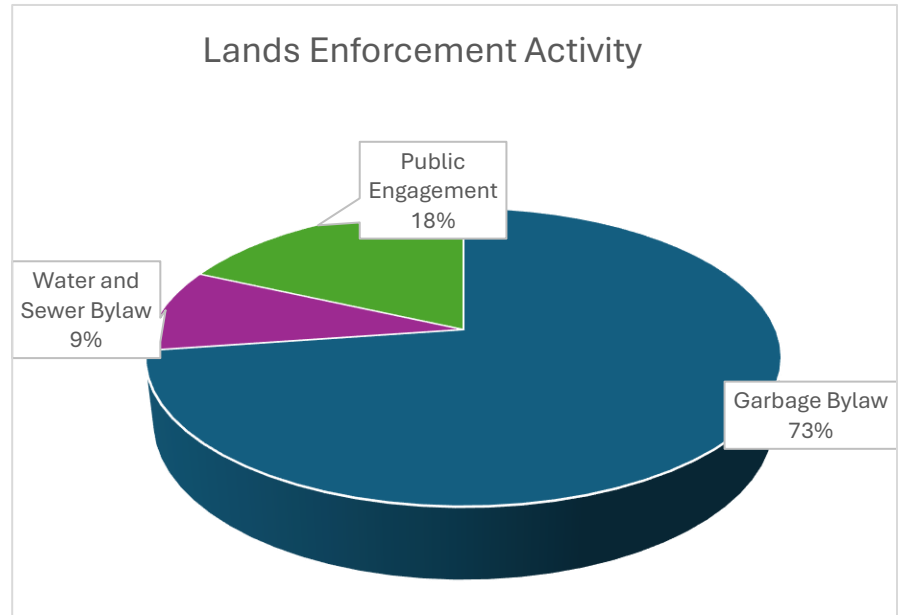


Lands & Development Summary

The Town of Fort Smith is in the process of updating the Community Plan and Zoning Bylaw through a third-party contractor. The existing Zoning Bylaw continues to be in force and governs the actions taken to control zoning and land development.

The Land and Development Officer is focusing on the property taxation process and business license renewals in January. Land use enforcement and development permit processing is ongoing.

Garbage Bylaw	8
Dev. Permit Violation	0
Complaint received	0
Business Lic. Violations	0
Civic Address	0
Unsightly Land	0
Water and Sewer Bylaw	1
Public Engagement	2
TOTAL	11



Licensing Report

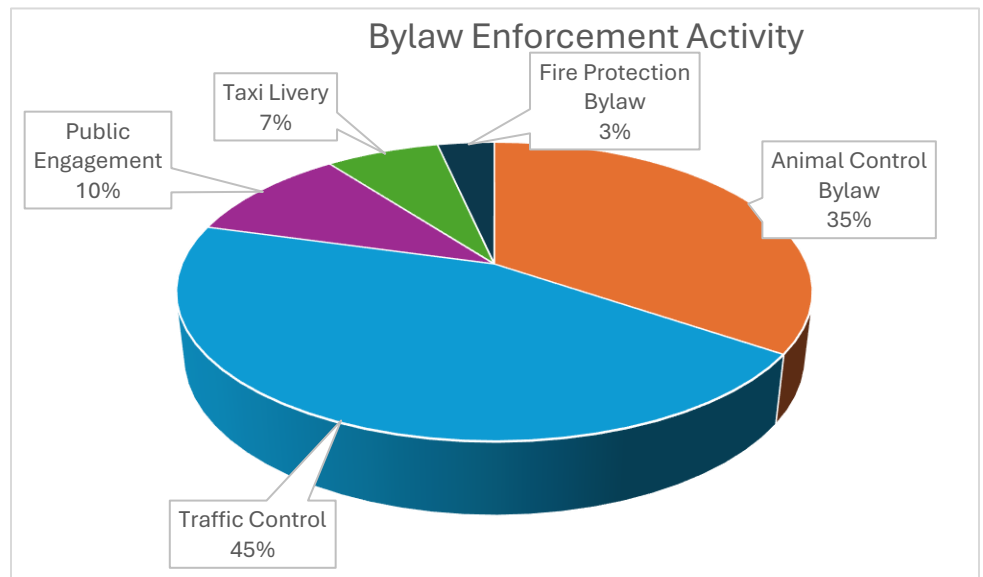
Business License Holder	Number	Address	Notes
Alex Robichaud-Vogt	17	43B Highway 5	Mobile auto Services
Brenda Dragon	52	25 Portage Ave.	Fur experience attraction
Melissa Johns	53	206 McDougal	Guided tours
Development Permit Holder	Number	Address	Notes
Wisdom Eji	DPA-001-25	24 WoodBison Ave.	Home Occupation
Ryan Schaefer	DPA-002-25	315 McDougal Rd.	Demolition
Dog Tag Holder	Number	Address	Notes
Shannon Shae	1	67 St. Ann's St.	One Time
Sharon Miron	2	3 Wren Cr.	One Time
Sharon Miron	3	3 Wren Cr.	One Time

Bylaw Enforcement Summary

After a period of limited patrol and enforcement over the holiday season, Bylaw has noticed an uptick in animal control and traffic violations. Increased presence in high-risk areas like school zones and patrolling neighborhoods has resulted in an increase in enforcement activities. Animal neglect during cold weather has been a significant challenge as well.

Enforcement of the angled parking along Simpson Street has begun. Protective Services has received several public complaints about cars either parked on the sidewalk or sticking out onto the road. This street-side parking was approved by Council as parallel parking and will be changed by spring.

ATV Bylaw	0
Animal Control Bylaw	10
Noise Control Bylaw	0
Traffic Control	13
Public Engagement	3
Fire Protection Bylaw	1
Taxi Livery	2
TOTAL	29



Emergency Management

The Emergency Management Plan will be revised over the coming months. At this point in the annual revision cycle input from after-action reviews, tabletops, and the public will be incorporated into the next season's plan.

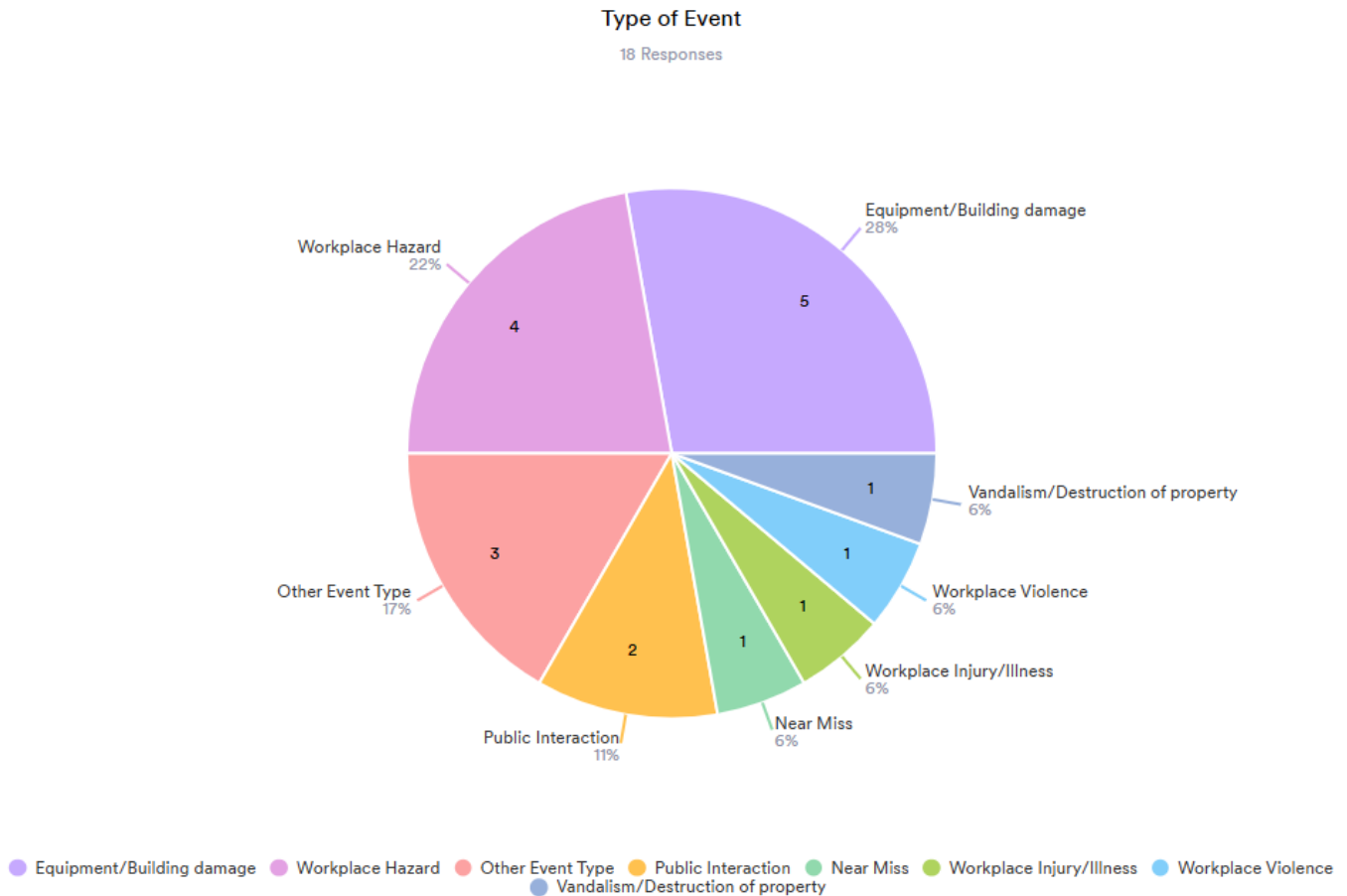
Once revisions are completed a pre-wildfire season public engagement event will be held. The new plan will be further communicated through mail drops, posters, social media, town website, etc.

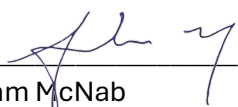
REPORT TO COUNCIL

Occupational Health and Safety

The Town Occupational Health and Safety program comprises employee training, worksite inspections, hazard and risk assessments, employee reporting, and employer follow-ups. An online app allows employees to access the program from any job site at any time. The Joint Occupational Health and Safety Committee met in January. Employee training opportunities are being provided to support the safety program.

Below are the January OHS incident reporting statistics. This chart shows the incidents' relative volume and the reported categories. All incident reports are forwarded to respective Directors for review and follow-up.





 Adam McNab
 Director of Protective Services



Briefing Note

To: Mayor and Council
From: Lands Officer Nicholas Carbery
Date: January 10, 2025
Subject: Home Occupation: DPA-001-25

PURPOSE:

Wisdom Eji has submitted a Home Occupation Development Application. This application is for the operation of **ThatGuy-Tech Solutions** at the following location:

Lot	Block	Plan	Zone	Civic Address
1644	NA	2922	R2	24 WoodBison Ave
or Certificate of Title:				NA

BACKGROUND:

This property is zoned R2, and a Home Occupation Business is a conditional use in this zone requiring council approval.

CURRENT SITUATION:

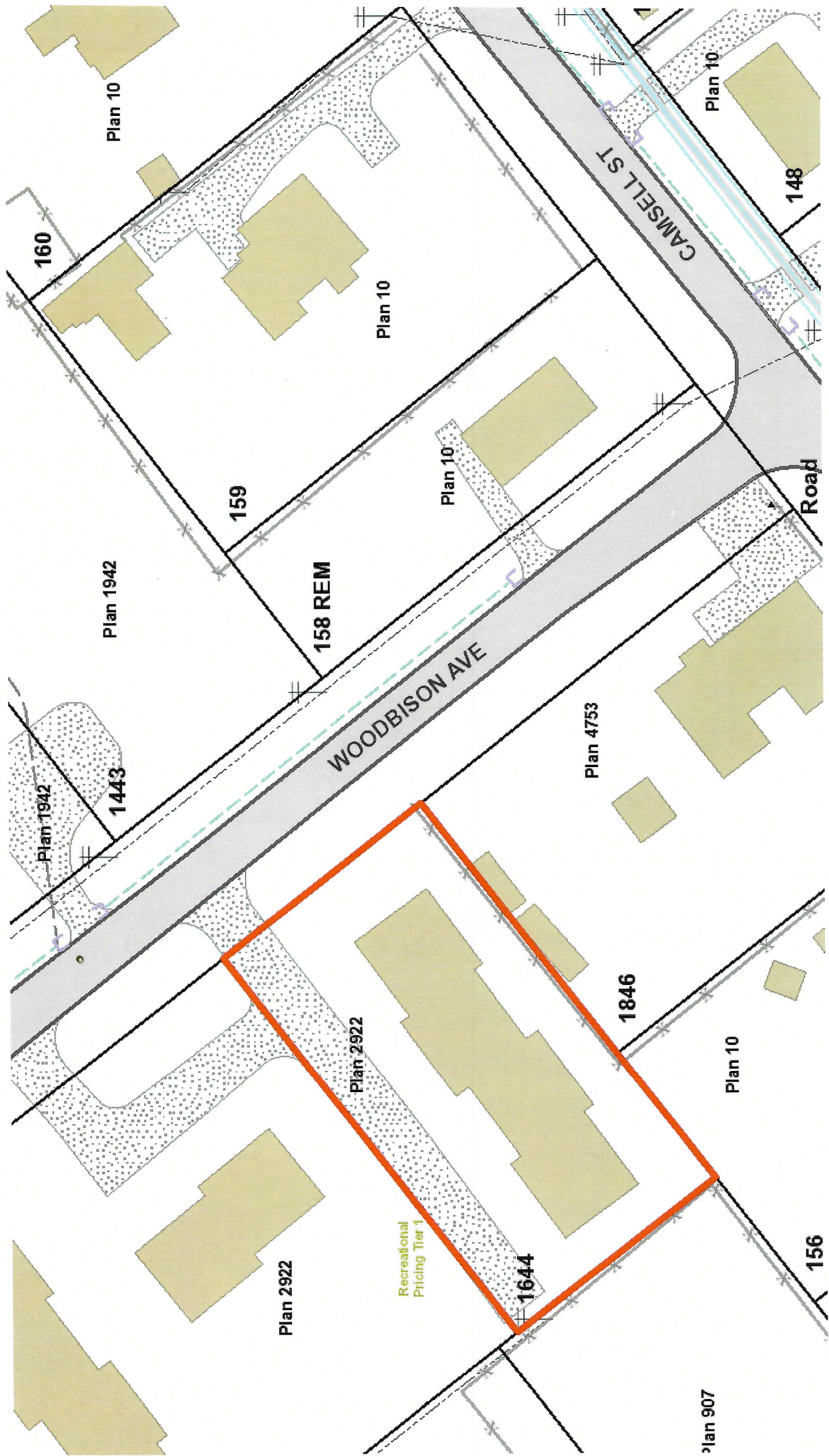
A Home Occupation Business License application has been received that indicates operations include small electronics repair, I.T. assistance, and installation services. An operation of this nature will see an increase in vehicle and foot traffic. No construction, signage, or on sight storage outside the principal building shall occur.

The Applicant has been advised of the requirement to comply with:

- All Town Bylaws, specifically the Town Zoning, Business License Bylaws and Unsightly Lands Bylaws
- National Building Code, most current.
- National Fire Code, most current; and
- All Federal and Territorial Regulations.

CONSIDERATION:

Operating a business of this nature in a residential zone has the potential to create nuisance traffic and noise contravening the Zoning Bylaw 936 part 8.1 (1).





FORM A:

APPLICATION FOR DEVELOPMENT

Applicant Information:

Name: Wisdom Eji Interest (if not owner): _____
 Telephone: 1306 527 3827 Email: Wisdom_eji@yahoo.com
 Mailing Address: PO Box 471

Owner Information (if different than applicant):

Registered Owner's Name: _____
 Telephone: _____ Email: _____
 Mailing Address: _____

Property Information:

Civic Address to be Developed: 7-24 Wood Bison Ave
 Zoning: _____ Lot# 1644 Block# _____ Plan# 2922
 or Certificate of Title: _____
 Lot Width: _____ metres Lot Depth: _____ metres Lot Area: _____ square metres
 Type of Lot (check one): Street Facing Corner Interior Other
 Existing Use(s) of Property: _____
 Proposed Use(s) of Property (if applicable): _____

Estimated Cost of Project: \$ Business

I hereby make application under the provisions of the Town of Fort Smith Zoning Bylaw 936 for a Development Permit, in accordance with the plans and supporting information submitted herewith and which form a part of this application.

SIGNATURE:

[Signature]
 Applicant's Signature

Nov 22, 2024
 Date

 Owner's Signature (if different than applicant)

 Date

*pd:
263452
\$165+*



TOWN OF FORT SMITH

Post Office Box 147, Northwest Territories, X0E 0P0
Phone: (867) 872-8400 Fax: (867) 872-8401

Application No. _____

5. PROPOSED SIGN

- Site Plan showing location of sign
- 2 sets of drawings to scale, showing:
 - Sign location
 - Dimensions (Height, Width, and Thickness)
 - Size of letters
 - Projection from building face
 - Height above average ground level at the building face
 - Manner of illumination, animation, or flashing lights (if applicable)
- Message on sign: _____
- Installation Contractor: _____
- Business License Number: _____
- Planned Installation Date: _____

6. HOME OCCUPATION

- Type of Home Occupation proposed: Personal Device Repair Business
- Business License Number: _____
- Does the Home Occupation meet the conditions included in Bylaw 504 "Home Occupation Business Licenses"?
- Is this Home Occupation incidental and subordinate to the residential use?
- Does this Home Occupation preserve the character of the residential use?
- Does the home occupation preserve the rights of other residents to quiet enjoyment of the residential neighbourhood?
- Planned commencement date: _____

Business Name: ThatGuy-Tech Solutions

Business Type: Mobile and Personal Device Repair Services

Description:

ThatGuy-Tech Solutions provides professional and reliable repair services for mobile phones, tablets, and other personal devices in Fort Smith, NT. Our services include screen replacements, battery replacements, charging port repairs, camera and speaker repairs, as well as setup assistance for smart devices such as TVs. Additionally, we offer installation of surveillance systems to enhance security for residential and small business clients.

We operate as a home-based business from a fully equipped workshop in our basement, allowing us to deliver efficient, high-quality, and affordable services right here in the community.

We are committed to delivering high-quality, efficient, and affordable solutions to keep our customers connected and their devices functioning optimally.

Equinox Enterprises Ltd.

November 25, 2024

Box 1023
Fort Smith, NT
XOE OPO

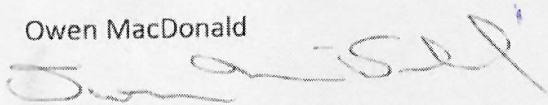
To Whom it May Concern:

We are the owners of 24 Wood Bison Avenue. Wisdom Osaro Eji has our permission to conduct a phone repair business from his basement in Unit 7.

If there are further questions, please contact owen@equinoxenterprises.net or call 867 621 0822

Sincerely,

Owen MacDonald



Gord Rothnie





314553

October 24 2024 | BY MAIL

THATGUY - TECH SOLUTIONS
7-24 WOODBISON AVE
FORT SMITH, NT X0E 0P0

ATTENTION: WISDOM EJI

Dear Sir/Madam:

Application to Register Business Name (Sole Proprietorship) - THATGUY - TECH SOLUTIONS

Please find enclosed duly filed Application to Register Business Name (Sole Proprietorship) for the above noted entity, along with your receipt number 201-020 in the amount of \$75.00, representing payment of same.

THATGUY - TECH SOLUTIONS is now registered as a Business Name (Sole Proprietorship) under the *Partnership and Business Names Act* of the Northwest Territories; with the registration number **314553**, the registration date of **2024-10-24**, and the expiration date of **2028-10-24**.

IMPORTANT: Please take careful note of the date on which your registration expires. A notice to renew registration will be mailed to the address on file for the Business Name (Sole Proprietorship), 90 days prior to this expiry date. **Should your mailing information change** before then, be sure to submit an Application to Amend Business Name (Sole Proprietorship) form, together with the prescribed fee.

If you have any questions or require further information, please do not hesitate to contact our office at (867)767-9304, toll-free (877)743-3302, fax (867)873-0243; or via email at CorporateRegistries@gov.nt.ca. All forms and instructions are also available on our website: <https://www.justice.gov.nt.ca/en/business-names/>

Sincerely,

Greg Synos
Paralegal
Corporate Registry
Department of Justice

Enclosure