



Municipal Services Standing Committee Meeting
March 11, 2024

AGENDA

A. CALL TO ORDER AND CONFIRMATION OF QUORUM

B. REVIEW

- a. Agenda
- b. Minutes
- c. Visions and Values
- d. Declaration of Financial Interest

C. DIRECTOR'S REPORT

- a. Municipal Services Director's Report

D. ADMINISTRATION

- a. Briefing Note – Update Metis Proposed Land Swap – March 11, 2025

E. OTHER BUSINESS

F. EXCUSING OF COUNCILLORS

G. DATE OF NEXT MEETING

H. ADJOURNMENT



Municipal Services Standing Committee Meeting

Minutes

The Municipal Services Standing Committee Meeting was held on Tuesday, February 11th, 2025 @ 6:30 pm within the Town Hall's Council Chambers.

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

A. CALL TO ORDER

Mayor Fergusson called the meeting to order at 6:31 pm and handed the Chair to Cr. Benwell. Cr. Benwell read the acknowledgment of First Nations.

B. REVIEW

a. Agenda

Moved by: Mayor Fergusson

Seconded by: Cr. Bathe

That the agenda be adopted as presented.

PASSED

b. Minutes

Moved by: Cr. Tuckey

Seconded by: Cr. Cox

The minutes from the Municipal Services Standing Committee Meeting on January 14th, 2025, be adopted as presented.

PASSED

c. Vision and Values

d. Declaration of Financial Interest

C. DIRECTOR'S REPORT

a. The Municipal Services Report for January

Pool Update: Mayor Fergusson asked about the pool's progress, equipment, and shutdown to ensure readiness for April.

Director Colucci reported that local contractors are addressing flooding in the mechanical room, repairing the chemical room floor, and handling smaller maintenance tasks, including refinishing the bench system. Work orders are being managed, and while some parts are pending, the air handling unit is being serviced.

Metis and Town Land Trade Agreement: Cr. Couvrette moved to review the proposed land trade between the Town and Fort Smith Métis Council, with a motion to table, passed unanimously.

SAO Thomas explained that discussions started last year regarding future water resources. The proposed land trade aims to secure land for municipal infrastructure expansion. She suggested deferring the decision until water and sewer assessments are complete.

Mayor Fergusson asked if delaying would affect Métis' plans, and SAO Thomas said further research is needed.

Cr. Cox requested maps of the parcels and raised concerns about cemetery expansion, which could affect the decision.



Municipal Services Standing Committee Meeting

Cr. Couvrette expressed concern about delays hindering Métis' development and asked Administration to engage with them for more information.

Motion tabled and the SAO will collect additional information for the Council.

a. OTHER BUSINESS

b. EXCUSING OF COUNCILLORS

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

That Cr. Heaton be excused from the Municipal Services Standing Committee meeting on February 11th, 2025.

PASSED

c. DATE OF NEXT MEETING

The next Municipal Services Standing Committee Meeting will be on March 11th, 2025.

d. ADJOURNMENT

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

That the meeting be adjourned at 6:50 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.

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF FORT SMITH ACCEPTS THE MUNICIPAL SERVICES MONTHLY REPORT AS PRESENTED.

CAPITAL PROJECTS

The contractor working on the water filling station has found a replacement structural engineer and will be completing this project by April 30th, 2025.

PUBLIC WORKS

Snow removal activities have moved into residential areas when we are not dealing with large snow falls due to weather.

Plowed parking area for big air and upcoming wood buffalo frolics.

Garbage trucks continue to give us issues and causing difficulties with collection we are having it repaired constantly as it continues to age and as the weather keeps fluctuating from extreme highs to extreme lows.

Prepped area for the demolition of the old fire hall, this has been identified as a hazardous structure and has been removed.

Regular duties and Responsibilities.

WATER PLANT

Raw water intake plc issue has been fixed and is now working perfectly. Staff have been trained on everything we can do to work on this system now.

We are doing some building maintenance on the water plant right now replacing and upgrading lighting.

We are looking at the training plan for 2025, this department needs CEU's to continue to operate and maintain their water certification levels.

FACILITY MAINTENANCE

The pool shutdown is progressing well. Deep cleaning of the water slides, sanding, and painting have been completed, along with the sanding of benches, which will be revarnished last. The main pool AHU repair and cleaning are almost complete, though we are still awaiting the VSD for the AHU, which is estimated to arrive in 45 days this will be when we are ready for reopening after this component is installed. All other repairs and cleaning are finished. Contractors are currently working on floor tiling, drywall repairs, and painting.

The main pool pump has been removed, and the refurbished pump is expected to return on March 11th, at which point it will be installed. The new pump replacement is still 7 months away, this will not affect the reopening date. The check valve will arrive alongside the refurbished pump.

Most of the facelift work, including drywall, painting, sanding, and tiling, is either complete or nearing completion. Additionally, the chemical room floor has been adjusted for proper flow.

We are currently managing the risks associated with the Olympia, as it has reached the end of its lifecycle. We've been facing increasingly frequent and significant issues, but we're doing everything

we can to keep it operational until the end of the season, after which we plan to send it to the service center for a major overhaul.

Renovations at the animal shelter going well and nearing completion, and the snowboard shack has been repaired.



Old Firehall has been demolished.



Siding from the old firehall containing lead paint wrapped and ready for transport to hazardous waste facility.



Briefing Note

To: Mayor and Council
Date: February 11, 2025 - March 11th, 2025
Subject: UPDATE: Overview of proposed Metis and Town of Fort Smith land trade agreement.

PURPOSE:

To update Council following February 11th request for more information.

To provide information to Council on the proposed trade of Town-owned lands for Metis withdrawn lands to facilitate future growth of Town water treatment and storage infrastructure.

BACKGROUND:

It was previously identified that the Town of Fort Smith will require expanded water treatment and storage capacity as large development projects are brought onto the municipal water and sewer infrastructure. As part of responsible urban planning, consideration needs to be given to the space available within municipal boundaries for infrastructure growth.

CURRENT SITUATION:

The Town of Fort Smith water treatment plant is located on land owned by the Town. A significant portion of that property remains undeveloped as unstable low-lying land. The adjacent properties, where water storage capacity could be located are currently withdrawn as part of the Metis land claims negotiation.

RATIONALE:

Ongoing land development, withdrawal agreements, and transfers may limit available space for critical infrastructure. To ensure long-term municipal capacity, securing key properties for infrastructure expansion is essential.

The Fort Smith Métis Council has proposed a land trade involving:

- A portion of land west of the Fort Smith Arena and two parcels on Whitford Road (Town-owned).
- Fourteen subdivided lots and a roadway allowance east of the water treatment plant (Métis-withdrawn lands).

CONSIDERATIONS:

- **Land Assessment:** Per the Land Administration Bylaw, any acquired land must be assessed for potential liabilities.
- **Valuations:**
 - **Town-owned lands requested by the Métis Council:**
 - Assessed value of 14 lots: **\$124,700.00**
 - Invested value of two Whitford Road lots: **\$106,779.00**
 - Surveying and consolidation costs for the arena-adjacent land: **\$15,000.00**
 - **Total: \$195,179.00**



Briefing Note

- **Métis-withdrawn lands offered for trade:**
 - Assessed value: **\$124,700.00**
- **Market Appraisals:** The values listed are based on tax assessments and development costs rather than real market appraisals.

NEXT STEPS – OPTIONS FOR COUNCIL DIRECTION

To move forward with the proposed land trade, Mayor and Council may consider providing one of the following directions. Each option includes staff time and financial cost implications.

1. Proceed with the Land Trade (With Conditions)

Direction: Authorize Administration to proceed with the land trade, subject to specific conditions.

Resource Requirements:

- **Staff Time:** Moderate – coordination with legal counsel, appraisers, and Métis Council; preparation of trade agreements.
- **Financial Costs:** High – third-party appraisal, legal fees, land survey costs (~\$25,000), potential GNWT fees.

Conditions to be met:

- Conduct a third-party appraisal to confirm fair market values.
- Obtain legal review to ensure compliance with municipal and territorial regulations.
- Confirm that the Fort Smith Métis Council has formally notified GNWT to remove the land withdrawal.
- Develop a formal trade agreement with clearly defined responsibilities and timelines.

2. Conduct Further Due Diligence

Direction: Require additional assessments before making a decision.

Resource Requirements:

- **Staff Time:** High – research, coordination with external consultants, preparation of reports.
- **Financial Costs:** High – environmental and geotechnical assessments (\$20,000+), public consultation costs (~\$5,000).

Assessments to be conducted:

- Environmental and geotechnical assessments to determine land suitability.
- Financial impact analysis to evaluate long-term costs and benefits.
- Public consultation to gauge community support and concerns.

3. Modify the Trade Proposal

Direction: Direct Administration to renegotiate the terms of the trade with the Fort Smith Métis Council.

Resource Requirements:

- **Staff Time:** Moderate – negotiations, consultation with legal and financial advisors.



Briefing Note

- **Financial Costs:** Medium – potential legal fees, updated land assessments, survey modifications (~\$25,000).

Key considerations for renegotiation:

- Adjusting land parcels to ensure a more equitable trade based on appraised values.
- Seeking additional compensation (financial or in-kind) to balance value discrepancies.
- Exploring a long-term lease arrangement instead of an outright trade.

4. Defer the Decision

Direction: Postpone any decision until critical information becomes available.

Resource Requirements:

- **Staff Time:** Low – monitoring GNWT decisions, awaiting further strategic planning.
- **Financial Costs:** Low – no immediate costs, but potential delays in future infrastructure planning.

Reasons for deferral:

- Await GNWT's formal confirmation on the land withdrawal status.
- Develop a municipal land-use strategy to guide infrastructure planning.
- Gather additional data on long-term infrastructure needs and alternatives.

5. Reject the Trade

Direction: Decide not to proceed with the land trade and explore alternative solutions.

Resource Requirements:

- **Staff Time:** Low – some work required to assess alternative options.
- **Financial Costs:** Low – no direct expenses, but potential costs associated with securing other lands for infrastructure expansion.

Considerations:

- The trade does not offer a clear net benefit to the Town.
- Alternative land options may be more suitable for future water infrastructure.
- Relationship Impact: Rejecting the trade may impact the Town's relationship with the Fort Smith Métis Council. Careful discussions will be required to clearly communicate the rationale for this decision and explore potential collaborative solutions. Ensuring open dialogue and mutual understanding will be essential to maintaining a positive working relationship.

UPDATE:

At the direction of Council, Administration sought to determine if there were any negative impacts to the Fort Smith Métis Council (FSMC) resulting from the Town's decision to defer the land trade decision until further critical information becomes available. Administration reached out to the CEO of FSMC and was assured that the continued delay posed no negative impacts.



Briefing Note

RECOMMENDATION:

MOTION:

THAT Council defer the decision on the proposed land trade between the Town of Fort Smith and the Fort Smith Métis Council until critical information becomes available, including formal confirmation from the Government of the Northwest Territories on the land withdrawal status and the completion of additional data collection on long-term municipal infrastructure needs and alternatives.

FURTHER THAT Administration continue monitoring relevant developments and provide updates to Council as necessary.



Briefing Note

FOR INFORMATION ONLY

To: Mayor and Council
Date: September 23rd, 2024
Subject: Proposed Land Exchange between the Town of Fort Smith and Fort Smith Métis Council

PURPOSE:

To seek Council's direction on the proposed land exchange between the Town of Fort Smith (ToFS) and the Fort Smith Métis Council (FSMC). The Town would acquire Lots 233 to 246, along with the associated road allowance (Plan 207), from FSMC in exchange for the transfer of Lots 1122 (Plan 1597), Lot 38 and Lot 40 remainders, as well as 1757 (Plan 4330) to FSMC.

BACKGROUND:

- **Strategic Importance:** The acquisition of Lots 233-246 is viewed by the Town as a strategic opportunity. These lots, located adjacent to the existing water reservoir, would allow for the future expansion of critical water infrastructure and improve long-term water resource management for the Town.
- **Cultural Significance:** The FSMC has a long-standing cultural connection to Lot 1122, although a formal land transfer has never taken place. Acknowledging the importance of this land to the Métis community, the proposed exchange would honor their historical ties to the area.
- **Current Use:** Lot 1122 and remainders are actively used by the Town for community events such as National Indigenous Peoples Day, Treaty Days, and the Pride Festival. The lot's proximity to the arena makes it valuable for future recreational purposes.
- **Parking Lot:** Currently, a portion of the arena parking lot overlaps onto Lot 1122, making this area integral to current operations.
- **Future Use Considerations:** The adjacent cemetery may also need additional space in the future, and it is worth considering how this land could serve the Town's needs in that respect.

CURRENT SITUATION:

- **Letter of Intent:** FSMC has submitted a formal letter of intent (attached), indicating their willingness to relinquish any claim to Lots 233-246. This transfer would allow the Town to proceed with its plans for water infrastructure expansion.
- **Proposed Exchange:** FSMC has requested ownership of Lots 1122, and 1757 in return. Together, these lots total approximately 2.0 acres, a comparable size to the land offered by FSMC. These lots are well-suited for future development by FSMC and align with their long-term objectives.



Briefing Note

- **Future Considerations:** The Town should also weigh the future needs of both the arena and the nearby cemetery when considering this land exchange.
- **Cost Implications:** Land titles and survey costs associated with splitting lots for transfer need to be considered.

RATIONAL:

- **Water Resource Expansion:** Acquiring Lots 233-240 would provide a significant benefit to the Town by securing the necessary space for expanding its water infrastructure, thereby ensuring the Town can meet future growth and resource needs.
- **Mutual Benefit:** The Town has no immediate development plans for Lots 1122 and 1757. Transferring these properties to FSMC would enable them to pursue their development goals, while also recognizing the cultural significance of the land to the Métis community.
- **Strengthening Partnerships:** This exchange would foster a positive relationship between ToFS and FSMC, reinforcing mutual respect and cooperation for the long-term benefit of both parties.

RECOMMENDATION:

That Council direct Administration to proceed with the necessary steps under the Town's Land Administration Bylaw and other legal processes to facilitate the proposed land exchange. This will ensure the transaction adheres to municipal regulations and benefits both the Town and FSMC.



September 24, 2024

Via Email

Tracy Thomas
Senior Administrative Officer
Town of Fort Smith
P.O. Box 147
FORT SMITH, NT X0E 0P0
sao@fortsmith.ca

Removal of Land Withdrawal Order

This letter is to confirm the specifics of the discussion regarding removal of the land withdrawal order for properties adjacent the current water treatment facility (Lots 233 to 240, Plan 207).

As discussed, the Fort Smith Metis Council (FSMC) proposes to have the current land withdrawal order removed (*Land Withdrawal Order R-039-2021*) to permit the Town of Fort Smith to obtain ownership of these properties. It is our mutual understanding that municipal ownership of the properties assist with future expansion of the water treatment facility. The approximate area of these parcels is equivalent to 2.0 acres.

In return for the removal of the withdrawal order on the above noted properties, the FSMC would like to obtain ownership of an extended version of Lot 1122 Plan 1597, which would include the southwestern portion of 40 REM Plan 14 (see attached). And to bring the swap to a relatively similar size we would like to also obtain the residential parcel recorded as Lot 1757 Plan 4330 along Whitford Road.

Should you have any questions or comments please reach me directly at president@fortsmithmetis.ca or via cell at 867.621.0900.

Sincerely,



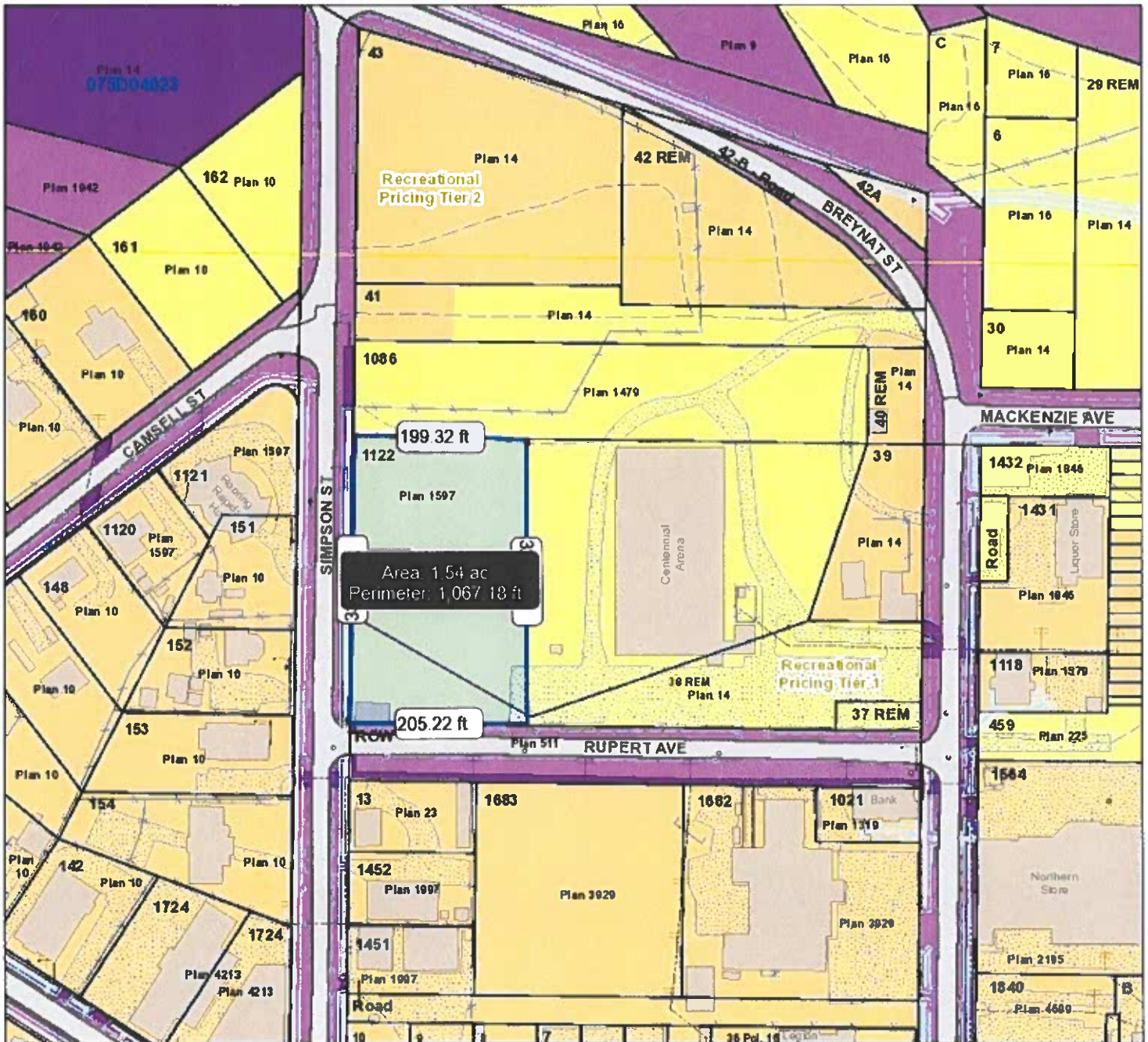
Allan Heron
President



ATLAS

Government of Northwest Territories

Lot 1122 Extended to Rupert Area 1.54 acres



September 12, 2024

Legend

- Block Land Transfer Boundaries
- Development Areas
- Condominium Units
- Surveyed Parcels
- Structure Points
- Bridges, Culverts
- Lights
- Markers
- Power Poles
- Signs
- Structure Lines
- Docks, Retaining Walls, Ramps
- Gates
- Municipal Boundaries
- Recreational Pricing Tiers
- Subdivision Applications
- Building Footprints
- Antennas
- Hydrants
- Manhole Covers
- Poles
- Satellite Dishes
- Towers
- Bridges, Culverts
- Fences, Gates, Guide Rails
- Guard Rails

Scale 1: 2,000

50 metres



UTM Zone: 12

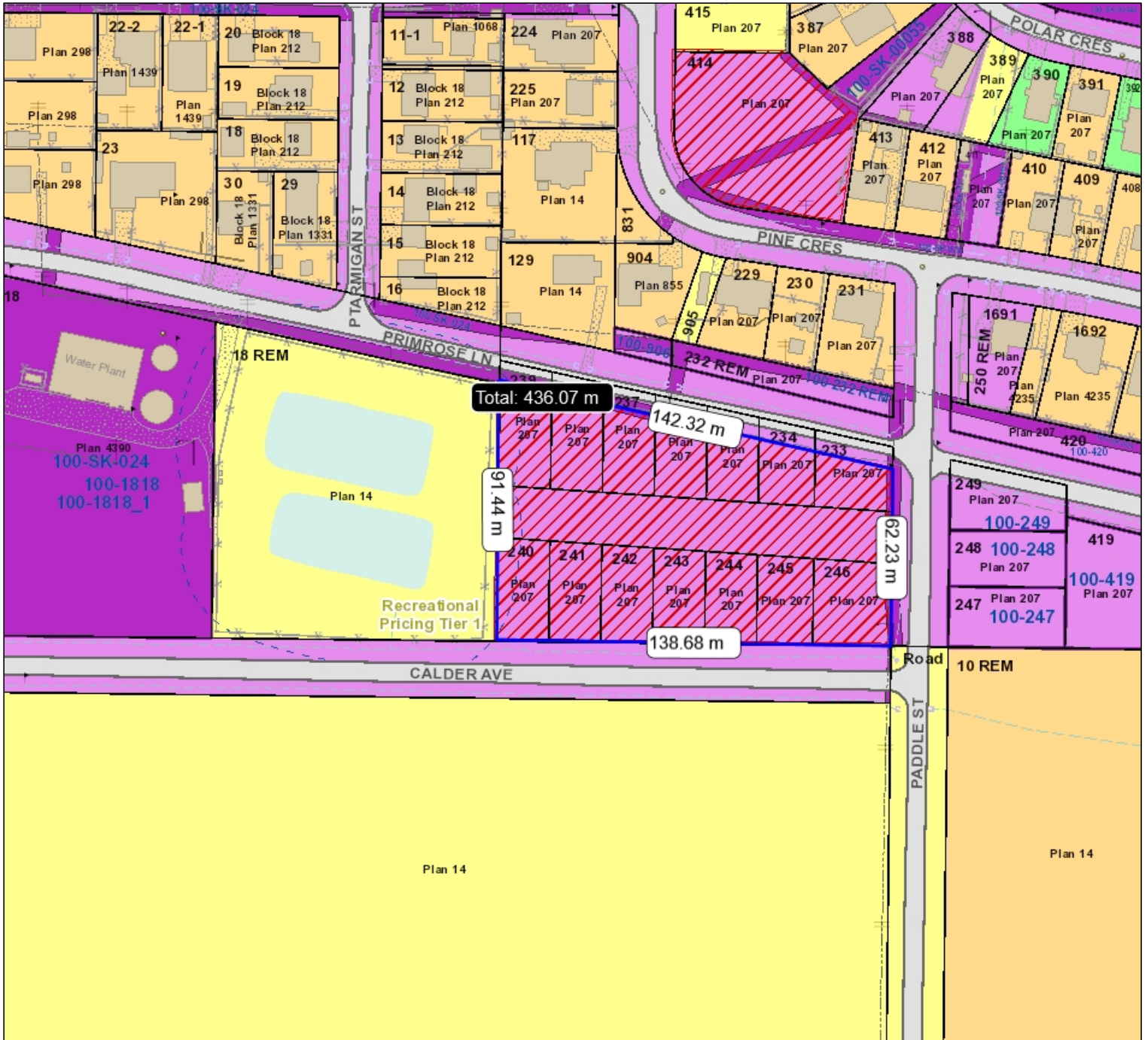
COPYRIGHT Government of the Northwest Territories, Department of Lands.



ATLAS

Government of Northwest Territories

LOTS 233 - 246 PLAN 207 and ROAD / TOFS and FSMC land transfer



September 25, 2024

Legend

- Block Land Transfer Boundaries
- Development Areas
- Condominium Units
- Surveyed Parcels
- Structure Points
- Bridges, Culverts
- Lights
- Markers
- Power Poles
- Signs
- Structure Lines
- Docks, Retaining Walls, Ramps
- Gates
- Municipal Boundaries
- Recreational Pricing Tiers
- Subdivision Applications
- Building Footprints
- Antennas
- Hydrants
- Manhole Covers
- Poles
- Satellite Dishes
- Towers
- Bridges, Culverts
- Fences, Gates, Guide Rails
- Guard Rails

Scale 1: 2,000

50 metres



UTM Zone: 12

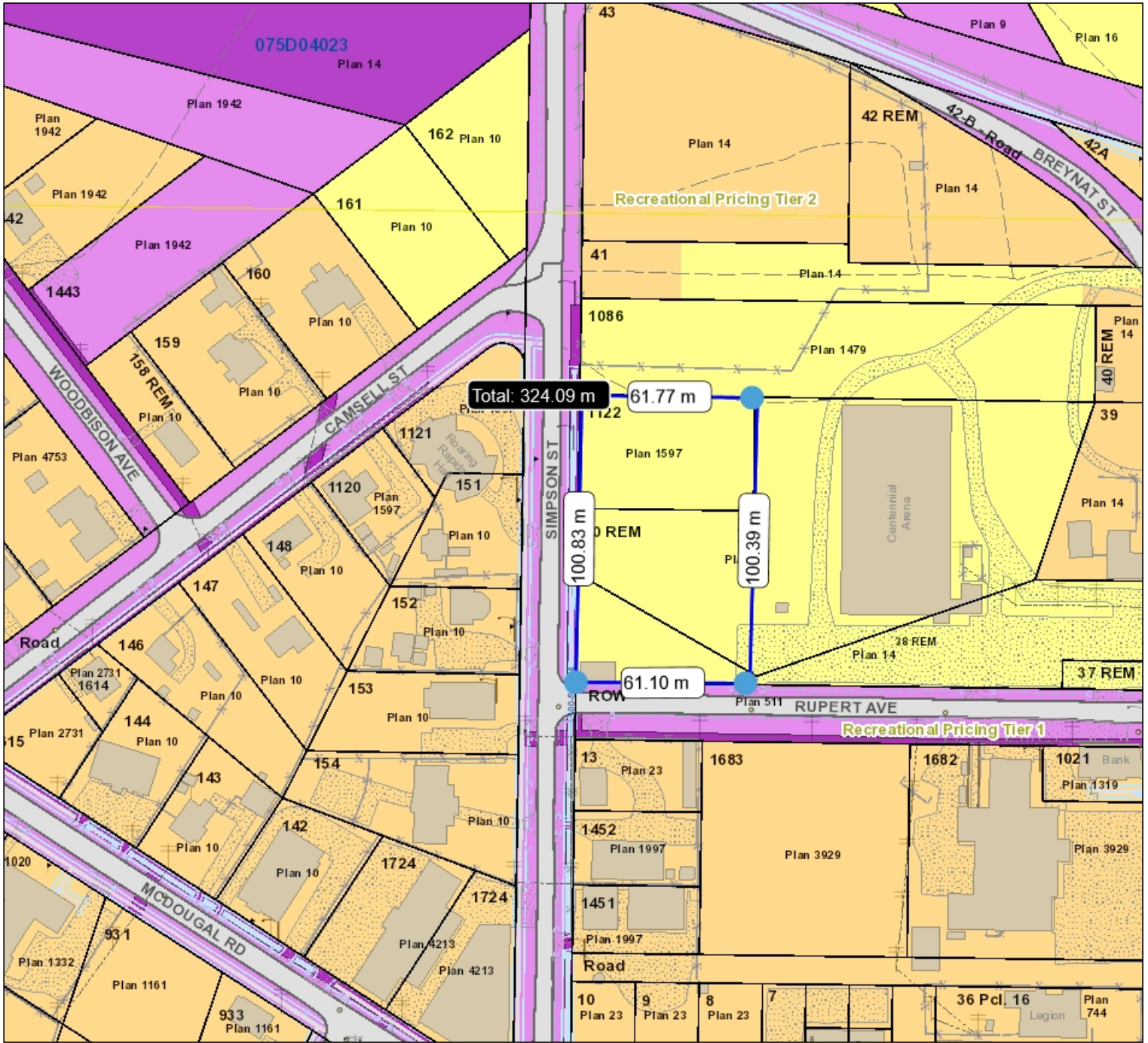
COPYRIGHT Government of the Northwest Territories, Department of Lands.



ATLAS

Government of Northwest Territories

LOTS 1122, 40 REM, 38 REM TOFS and FSMC land transfer



September 25, 2024

Legend

- Block Land Transfer Boundaries
- Development Areas
- Condominium Units
- Surveyed Parcels
- Structure Points
- Bridges, Culverts
- Lights
- Markers
- Power Poles
- Signs
- Structure Lines
- Docks, Retaining Walls, Ramps
- Gates
- Municipal Boundaries
- Recreational Pricing Tiers
- Subdivision Applications
- Building Footprints
- Antennas
- Hydrants
- Manhole Covers
- Poles
- Satellite Dishes
- Towers
- Bridges, Culverts
- Fences, Gates, Guide Rails
- Guard Rails

Scale 1: 2,000

50 metres



UTM Zone: 12

COPYRIGHT Government of the Northwest Territories, Department of Lands.