



---

**Council of the Town of Fort Smith**  
**April 15<sup>th</sup>, 2025 @ 7 PM**

---

**AGENDA**

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

**3. DELEGATIONS**

- a. Monthly Policing Report for March 2025

**4. APPROVAL OF MINUTES**

- a. Regular Meeting of Council March 18<sup>th</sup>, 2025
- b. Special Meeting of Council March 26<sup>th</sup>, 2025

**5. BUSINESS ARISING FROM THE MINUTES**

**6. DECLARATION OF FINANCIAL INTEREST**

- a. Statement of Disclosure Interest.

**7. COUNCIL BUSINESS**

- a. Standing Committee Meeting Minutes
  - i. Protective Services Standing Committee April 1<sup>st</sup>, 2025
  - ii. Corporate Services Standing Committee April 1<sup>st</sup>, 2025
  - iii. Community Services Standing Committee April 8<sup>th</sup>, 2025
  - iv. Municipal Services Standing Committee April 8<sup>th</sup>, 2025
- a. Bylaws and Policies
  - i. Reading of Bylaw 1061 2025 Mill Rate Bylaw, First, Second, and Third
- b. Appointments
- c. Administration
  - i. Briefing Note – Appointment of Acting SAO Andrew Grenier April 22-28, 2025
- d. Mayor and Council / Board Representatives

**8. PROCLAMATIONS**

**9. ABSENCE OF COUNCIL MEMBERS**

**10. DATE OF NEXT COUNCIL MEETING**

May 20<sup>th</sup>, 2025

**11. EXCUSING OF COUNCILLORS**

**12. ADJOURNMENT**

**13. QUESTION PERIOD**

# **MONTHLY POLICING REPORT**

**March 2025**

**Fort Smith RCMP  
“G” Division  
Northwest Territories**



The Fort Smith RCMP Detachment investigated a total of 148 occurrences during the month of March 2025, which is 2 more occurrences than March 2024.

There had been a 1% increase in reported drug offences over the same month last year. This is likely due to increased awareness within the community.

### **Community Policing Priorities:**

#### **(1) Road Safety**

This initiative is enforcement based – focusing on road safety through targeted enforcement activities (check stops, stopping vehicles leaving licensed establishments, etc.), and also by investigating complaints made by members of the public. Police received no reports of possible impaired drivers from members of the public during the month of January.

Police conducted 4 targeted enforcement actions over the month in which 21 vehicles were stopped resulting in 12 Verbal warnings being issued. Targeted enforcement includes monitoring intersections for violations, conducting radar enforcement in reduced speed zones, monitoring vehicles leaving local liquor establishments, and check stops.

#### **(2) Reconciliation/Community Engagement.**

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.

- On March 3th Cst. Kleaman helped out in the Anglian church vestry.
- On March 4th Cst LLEAMAN volunteered at the Anglian church pancake breakfast.
- On March 5th Cst Kleaman volunteered on the media team for the church and community.
- On March 6th Cst Woodward participated in the High School lockdown drill.
- On March 14th Cst Kleaman and Cst. PEELO participated in the Frolics community event.

#### **(3) Harm Reduction**

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.

- No youth were deferred to Youth Restorative Justice.

## **Prolific Offenders**

To address what causes the greatest harm in the Fort Smith RCMP detachment area, a Prolific Offender Management system was created in an effort to identify and monitor those who are most likely to cause the most significant amount of harm to the community. Harm reduction will tie directly into community policing as a priority, and partner engagement will be critical to successful outcomes. Patrols, will continue to detect and deter illicit behavior.

- The Fort Smith RCMP has commenced a pro-active initiative to check prolific offenders, ensuring that they are abiding by their release/court-imposed conditions. This has shown positive results and led to a number of repeat offenders being held responsible for non-compliance of court orders. In the month of March, 4 compliance checks were completed, all were found to be compliant. and 0 were reported, no charges/arrest made.

## **Notable Community Events for the Month:**

- Cst. Kleaman and Cst. Peelo attended and participated in the annual Wood Buffalo Spring Frolics.

Violations	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (excluding sexual assaults)	22	45	22	239
Sexual Offences	3	4	2	22
Mental Health	8	31	13	134
Wellbeing Checks	7	30	9	101
Drug Offences	14	29	12	68
Impaired Driving	1	2	3	65
Mischief (Property Damage)	2	7	2	58
Possession of Property obtained by crime	0	1	0	2
Break and Enter	3	7	2	19
Theft	4	16	8	93
Disturb the peace and Mischief (Interfere with lawful enjoyment)	34	93	32	462
Other Violations	32	103	34	667
Total Violations	130	368	139	1930

**Total Occurrences                      148                      413                      146                      1962**

<b>JUSTICE REPORTS</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Current Month of previous year</b>	<b>Previous Year Total</b>
Victim Services Referral - Accepted	4	7	2	24
Victim Services Referral - Declined	5	16	6	86
Victim Services - Proactive Referral	0	0	0	9
Victim Services - Not Available	0	0	0	5
Victim Services Support to RCMP Call for Service (Attendance)	0			
Youth Alternative Measures (YCJA Warnings & Cautions)	0			
Youth Diversion (Community Justice Referrals)	0			
Adult Diversions (Community Justice Referrals)	0			
Emergency Protection Orders	1	3	2	18
Emergency Medical Transport of Patients	0	0	0	2
Prisoners Held (On Detachment's Occurrences)	24	50	17	256

<b>First Nation and Inuit Policing Program/ Letter of Collaboration Priorities</b>	<b>Current Month</b>	<b>Year to Date</b>	<b>Current Month of previous year</b>	<b>Previous Year Total</b>
Community Policing Engagements	2	0	0	0
Reconciliation/Cultural Activities	1	4	0	0
Community Leadership Meetings	4	6	0	0
Cultural Awareness Training	0	0	0	0
Activities to Increase Awareness of Policing	1	2	0	0
School Visits/ Presentations	1	2	0	0

If you have any questions or concerns regarding this report and would like to discuss it further, please feel free to contact me via phone, email or in person. Respectfully submitted by;

Sgt. Daniel Doucet

**Distribution List:**

Fort Smith Mayor and Council  
Salt River First Nation  
Metis Council  
“G” Division Criminal Operations  
“G” Division Business Manager  
Sgt. James Lai District Officer in Charge  
S/Sgt. Sean Farrell District Advisory Non-Commissioned Officer





## Regular Meeting of Council 03-25

- Footage is uneditable and stored securely for up to 99 years, enhancing transparency and evidentiary value.
- Built-in AI provides language translation support, though with limitations.
- Sgt. Doucet noted body cams aid in clarity, accountability, and accurate documentation, especially during complex or emotional incidents.

### 4. APPROVAL OF MINUTES

#### a. Regular Meeting of Council 02-25

# 25-046

**Moved by: Cr. Cox**

**Seconded by: Cr. Tuckey**

That the minutes from the Regular Meeting 02-25 on February 18<sup>th</sup>, 2025, be adopted as presented.

**PASSED**

### 5. BUSINESS ARISING FROM THE MINUTES

### 6. DECLARATION OF FINANCIAL INTEREST

1. Motion #25-056 Cr. Couvrette
2. Motion #25-057 to #25-059 Cr. Benwell
3. Motion # 25-064 Cr. Bathe

### 7. COUNCIL BUSINESS

#### a. Council Business

##### i. Protective Services Standing Committee Meeting on March 4<sup>th</sup>, 2025

PROTECTIVE

# 25-047

**Moved by: Cr. Couvrette**

**Seconded by: D/M Keizer**

That the Protective Services Standing Committee minutes from March 4<sup>th</sup>, 2025, be adopted as presented.

**PASSED**

Briefing Note – DPA-003-25 Home Occupation Development Permit – Pimatisiwin Designs

PROTECTIVE

# 25-048

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Cox**

That DPA-003-25, submitted by Lida Blesse, to operate a traditional crafting business, Pimatisiwin Designs, from Lot 654, Plan 319, 100 Whipoorwill Cr., Fort Smith, be approved.

**PASSED**

Briefing Note – DPA-006-25 Home Occupation Development Permit – Co-Create Pluralities

PROTECTIVE

# 25-049

**Moved by: Cr. Cox**

**Seconded by: Cr. Couvrette**

That DPA-006-25, submitted by Tonya Hoddinott, to operate a consulting and coaching business, Co-create Pluralities, from Lot 1203, Plan 1588, 111 Wilderness Rd., Fort Smith, be approved.

**PASSED**





## Regular Meeting of Council 03-25

---

Briefing Note – DPA-007-25 Home Occupation Development Permit – JS Consulting

<b>PROTECTIVE</b>	<b># 25-050</b>	<b>Moved by: Cr. Couvrette</b> <b>Seconded by: Cr. Cox</b>
	That DPA-007-25, submitted by Jean Soucy, to operate a consulting business, JS Consulting, from Lot 939, Plan 1534, 6 Wapiti St., Fort Smith, be approved.	
		<b>PASSED</b>

Briefing Note – Angled Parking on Simpson Street

<b>PROTECTIVE</b>	<b># 25-051</b>	<b>Moved by: Cr. Tuckey</b> <b>Seconded by: Cr. Cox</b>
	That Council select option <u>3</u> – replace angled parking to parallel parking and introduce barriers separating parking stalls from the sidewalk - to address the on-street parking configuration on Simpson St.	
		<b>PASSED</b>

### ii. Corporate Services Standing Committee Meeting on March 4<sup>th</sup>, 2025

<b>CORPORATE</b>	<b># 25-052</b>	<b>Moved by: Cr. Couvrette</b> <b>Seconded by: D/M Keizer</b>
	That the minutes from the Corporate Services Standing Committee Meeting on March 4 <sup>th</sup> , 2025, be adopted as presented.	
		<b>PASSED</b>

<b>CORPORATE</b>	<b># 25-053</b>	<b>Moved by: Cr. Tuckey</b> <b>Seconded by: Cr. Couvrette</b>
	To have the Mayor follow up with ITI and the Minister about the level and degree of consultation with the community of Fort Smith, regarding the 2030 tourism strategy.	

Briefing Note – Approval of the 2025-2029 Strategic Plan

<b>CORPORATE</b>	<b># 25-054</b>	<b>Moved by: Cr. Cox</b> <b>Seconded by: Cr. Couvrette</b>
	That Council approve the 2025-2029 Strategic Plan: <i>Foundations for the Future: Our Strategic Path 2025-2029</i> , as presented, and direct Administration to proceed with implementation.	
		<b>PASSED</b>

Briefing Note – 2025 Mill Rate Calculations

<b>CORPORATE</b>	<b># 25-055</b>	<b>Moved by: Cr. Couvrette</b> <b>Seconded by: Cr. Tuckey</b>
	That Council selects the option in which the weighting factor used for Residential and Country Residential properties is unchanged, and the weighting factor for Industrial, Institutional and Telecommunications is increased by 5%. This scenario is to be used for the calculation to be used in the preparation of the 2025 Mill Rate Bylaw.	
		<b>PASSED</b>

Briefing Note – Status Update – NLMCC Co-Stewardship Agreement in Principal



## Regular Meeting of Council 03-25

---

<b>CORPORATE</b>	<b># 25-056</b>	<b>Moved by: Cr. Tuckey</b> <b>Seconded by: D/M Keizer</b>
	That Council direct Administration to engage with TLC partners to clarify the Town's position, ensure alignment with Council's original directive regarding the working group, and bring any proposed revisions to the Draft AIP back to Council for review prior to further engagement.	
		<b>PASSED</b>

*\* Cr. Couvrette abstained due to conflict of interest*

<b>CORPORATE</b>	<b># 25-057</b>	<b>Moved by: Cr. Cox</b> <b>Seconded by: Cr. Tuckey</b>
	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.	
		<b>PASSED</b>

<b>CORPORATE</b>	<b># 25-058</b>	<b>Moved by: Cr. Tuckey</b> <b>Seconded by: D/M Keizer</b>
	That Council move out of in-camera at 9 pm.	
		<b>PASSED</b>

<b>CORPORATE</b>	<b># 25-059</b>	<b>Moved by: Cr. Couvrette</b> <b>Seconded by: Cr. Cox</b>
	That Council reaffirms its commitment to working collaboratively with Salt River First Nation to develop a fair, equitable, and sustainable Municipal Services Agreement that benefits both parties. Council remains dedicated to fostering a strong partnership and ensuring that a mutually beneficial agreement is reached as a priority.	
		<b>PASSED</b>

**i. Community Services Standing Committee Meeting on March 11<sup>th</sup>, 2025**

<b>COMMUNITY</b>	<b># 25-060</b>	<b>Moved by: Cr. Tuckey</b> <b>Seconded by: Cr. Cox</b>
	That the minutes from the Community Services Standing Committee Meeting on February 11 <sup>th</sup> , 2025, be adopted as presented.	
		<b>PASSED</b>

Briefing Note – Donation Policy

<b>COMMUNITY</b>	<b># 25-061</b>	<b>Moved by: Cr. Cox</b> <b>Seconded by: Cr. Couvrette</b>
	Council Directs Administration to provide a breakdown of how the Ad hoc Donation Budget has been utilized in the previous two fiscal years.	
		<b>PASSED</b>



## Regular Meeting of Council 03-25

---

Briefing Note – Fort Smith Ice Fishing Derby 2025 Donation Request

<b>COMMUNITY</b>	<b># 25-062</b>	<b>Moved by: Cr. Couvrette</b> <b>Seconded by: Cr. Benwell</b>
	That Council support the Fort Smith Ice Fishing Derby through a financial contribution of \$300.00 to help sustain this valued community event and benefit the local families who participate.	
		<b>PASSED</b>

Briefing Note – Council Honorarium Bylaw 1022

<b>COMMUNITY</b>	<b># 25-063</b>	<b>Moved by: Cr. Couvrette</b> <b>Seconded by: Cr. Cox</b>
	That Council direct administration to postpone the implementation of the Council Honorarium Bylaw 1022 Schedule A increase until the bylaw is reviewed and, if necessary, amended prior to the end of the current Council term.	
		<b>PASSED</b>

Briefing Note – Award Recommendation – Bylaw and Policy Review and Development RFP

<b>COMMUNITY</b>	<b># 25-064</b>	<b>Moved by: Cr. Tuckey</b> <b>Seconded by: Cr. Couvrette</b>
	That Council approves the awarding of the Bylaw and Policy Review and Development contract to PlanIT North for \$100,019.35, as recommended by the Bylaw Review Committee.	
		<b>PASSED</b>

*\* Cr. Bathe abstained due to conflict of interest*

Briefing Note – Community Plan – Second Reading and Submission to Minister

<b>COMMUNITY</b>	<b># 25-065</b>	<b>Moved by: Cr. Cox</b> <b>Seconded by: Cr. Tuckey</b>
	That Council gives Second Reading to Bylaw 1060, cited as the Town of Fort Smith Community Plan, and directs Administration to submit the plan to the Minister of Municipal and Community Affairs for final review and consultation with First Nation and Indigenous governments.	
		<b>PASSED</b>

### ii. Municipal Services Standing Committee Meeting March 11<sup>th</sup>, 2025

<b>MUNICIPAL</b>	<b># 25-066</b>	<b>Moved by: Cr. Couvrette</b> <b>Seconded by: Cr. Benwell</b>
	The minutes from the Municipal Services Standing Committee Meeting on March 11 <sup>th</sup> , 2025, be adopted as presented.	
		<b>PASSED</b>



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

<b>MUNICIPAL</b>	<b># 25-067</b>	<b>Moved by: Cr. Couvrette</b> <b>Seconded by: D/M Keizer</b>
	<p><b>THAT</b> 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.</p> <p><b>FURTHER THAT</b> Administration continue monitoring relevant developments and provide updates to Council as necessary.</p>	
<b>PASSED</b>		

**b. Bylaws and Policies**

**c. Appointments**

**d. Administration**

- i. Briefing Note – Update\* Federation of Canadian Municipalities (FCM) Annual Conference and Tradeshow 2025

<b>#25-069</b>	<b>Moved by: Cr. Couvrette</b> <b>Seconded by: Cr. Tuckey</b>
<p>Motion amended: That Council approve the attendance of Mayor Fergusson and Cr. Heaton at the FCM Annual Conference and Trade Show, with the option for the SAO to attend if deemed beneficial.</p>	
<b>PASSED</b>	

- ii. Briefing Note – Establishment of a Housing Accelerator Fund (HAF) working Committee

<b>#25-070</b>	<b>Moved by: Cr. Tuckey</b> <b>Seconded by: Cr. Benwell</b>
<p>Motion amended:</p> <p><b>THAT</b> Council establish a Housing Accelerator Fund (HAF) Committee, consisting of up to eight members plus staff, including at least one Council member and public representatives, with priority for Sustainable Development Advisory Board (SDAB) members.</p> <p><b>AND THAT</b> the committee support the implementation of HAF initiatives, including developing an RFP and selecting a Project Coordinator.</p> <p><b>AND THAT</b> Council appoint D/M Keizer, and Administration recruit public members and facilitate committee operations.</p>	
<b>PASSED</b>	

**e. Mayor and Council/Board Representative**

- i. Cr. Tuckey – expressed his condolences to the families who have recently lost loved ones and thanked everyone who participated in the Frolics event. Although he was out of town, he mentioned hearing great things about the event.



## Regular Meeting of Council 03-25

---

- ii. Cr. Cox – mentioned attending the CSAB meeting, describing it as a great experience. He also noted that the Fishing Derby is coming up this weekend and shared that he had visited the site, where the trails were freshly prepared—better than he had ever seen them. He encouraged everyone who is able to attend to do so.
- iii. Cr. Couvrette – expressed his condolences to the families who have recently lost loved ones. He spoke about the NTPC Intervention Committee and its response to questions, explaining that he plans to bring up at the next committee meeting the suggestion of sending a letter to the NWT Public Utility Board and the Minister responsible for the Power Corporation. The letter would request a thorough review of the timelines provided to intervenors and other parties in response to information requests, particularly in relation to the general rate application intervention.
- iv. Cr. Benwell – expressed her condolences to those who have lost family members and are currently grieving. She also mentioned that she sits on the museum board, which is in the process of hiring a new manager and curator, as the previous individuals in those positions have stepped down.
- v. Cr. Heaton – expressed her deepest condolences to the family of Joan Delorme, describing her as a lovely lady and a significant loss to the community. She also acknowledged the tragic deaths by suicide of Janeyaa Edgi and Christina Wanderingspirit, highlighting the mental health crisis among young people, particularly Indigenous youth, in the community. She noted that Christina Wanderingspirit was a kind young woman whose presence will be deeply missed by the elders she served.
- vi. Cr. Karasiuk – requested to pass, he is losing his voice.
- vii. Cr. Bathe - expressed his gratitude to all the volunteers who helped organize the recent events, including the Big Fun and the Frolics, both of which were huge successes and standout moments for the community. He acknowledged the Mayor's contribution but also recognized the efforts of several counselors who helped with both events. He noted it was wonderful to see people from across the territory, as well as travelers from Alberta, coming to participate. Overall, he described it as a great weekend and appreciated the opportunity to showcase Fort Smith to everyone.
- viii. Deputy Mayor Keizer - mentioned two things he'd like to highlight. First, he shared his experience working at the Wood Buffalo Frolics kids' event, where he helped with two games. He said he felt it the next day—not from getting older, but from the energy of the amazing kids who participated. He was glad to see the community engaging and working with the children, making it a wonderful time.

He also spoke about his experience announcing the opening of the hockey tournament, which he described as one of the more moving moments he's had in a while. He highlighted the respect shown for the families and the beautiful stories shared during the event. He commended everyone involved in both the Frolics and the hockey tournament, saying it was all beautifully done.

Finally, he reiterated a point he made earlier about the Mary Keizer Library, encouraging long-distance grandparents to take advantage of the library's great collection of books. With a video app on phones, tablets, or laptops, grandparents can engage with their kids anywhere in the world, which he



## Regular Meeting of Council 03-25

personally practices. He highly recommended the services offered by the library, describing them as excellent.

- ix. Mayor Fergusson - expressed her gratitude to the community for their participation in the recent hockey weekend, which included teams from Délyne, Peace River, and local teams. She highlighted the successful turnout, with over 400 people attending the events at the arena. She also mentioned the snowboard hill event, where Olympian Liam Gill and other special coaches delivered high-level programming.

Mayor Fergusson praised Cr. Benwell for doing a fantastic job with the outdoor events, noting a positive turnout with strong local engagement from both youth and adults. She emphasized the efforts of town staff, who went above and beyond to ensure the success of all the venues, including the hill, arena, rec center, and even the teen dance. She credited key organizers like Emily Prescott and Daniel for their contributions.

Additionally, the Mayor mentioned two public engagement sessions held earlier in the month, which she considered a success. She noted that the sessions were productive, with discussions on topics like taxes and other community issues. Overall, the feedback was positive, and the Mayor appreciated the community's understanding and engagement. She concluded by mentioning the progress on the community plan.

### 8. PROCLAMATIONS

None.

### 9. ABSENCE OF COUNCIL MEMBERS

PROTECTIVE

# 25-071

Moved by: Cr. Cox

Seconded by: Cr. Couvrette

That Cr. Tuckey be excused from the Protective Services Standing Committee meeting on March 4<sup>th</sup>, 2025

PASSED

CORPORATE

# 25-072

Moved by: Cr. Cox

Seconded by: Cr. Couvrette

That Cr. Tuckey be excused from the Corporate Services Standing Committee meeting on March 4<sup>th</sup>, 2025.

PASSED

### 10. DATE OF NEXT COUNCIL MEETING

Protective Services Standing Committee	April 1 <sup>st</sup> , 2025, at 6:30 pm
Corporate Services Standing Committee	April 1 <sup>st</sup> , 2025, to follow the Protective Services Meeting with a 5-minute break
Community Services Standing Committee	April 8 <sup>th</sup> , 2025, at 6:30 pm
Municipal Services Standing Committee	April 8 <sup>th</sup> , 2025, to follow the Community Services Meeting with a 5-minute break
Regular Meeting of Council	April 15 <sup>th</sup> , 2025, at 7 pm



**11. ADJOURNMENT**

# 25-073

Moved by: Cr. Tuckey

Seconded by: Cr. Cox

That the meeting be adjourned at 8:27 pm.

**PASSED**

**12. QUESTION PERIOD**

A question period was offered in accordance with policy.



**Council of the Town of Fort Smith**  
**SP-01-25, March 26, 2025**

**MINUTES**

The Special Meeting of the Council 01-25 was held on  
Wednesday, March 26<sup>th</sup>, 2025 @ 6:30 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  
Daniel Wiltzen, Economic and Development Officer (Acting Recording  
Secretary)

**1. CALL TO ORDER**

Mayor Fergusson called the meeting to order at 6:30 pm.

Mayor Fergusson confirms quorum and reads the acknowledgment of First Nations.

**2. ADOPTION OF AGENDA**

**#25-074** **Moved by: Cr. Karasiuk**  
**Seconded by: Cr. Cox**

That the agenda be adopted as presented.

**PASSED**

**3. CAPITAL BUDGET**

**#25-075** **Moved by: Cr. Cox**  
**Seconded by: Cr. Couvrette**

That Council approve the 2025 Capital Plan as presented, with a total project value of \$16, 688,130, and that Administration provide updates on the status of pending federal funding applications and Salt River First Nation contribution as they are confirmed. Further, that Council defer consideration of the long-term capital plan until completion of the water and sewer assessment and the asset management assessment projects.

**PASSED**

SAO Thomas reported that the senior management team reviewed and narrowed their capital project list from 53 to 39 projects. She sought council's approval to add the loader purchase program, noting that the budget includes the maximum amount until the trade-in value is confirmed. Quotes are being gathered, and all other project details remain unchanged.

**4. IN-CAMERA SESSION**

**# 25-076** **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.

In-Camera @ 6:43 pm

**PASSED**





---

**Council of the Town of Fort Smith**  
**SP-01-25, March 26, 2025**

---

**# 25-077**

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

That Council move out of in-camera at 7:10 pm.

**PASSED**

**5. EXCUSING OF COUNCILLORS**

**# 25-078**

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

That Cr. Tuckey be excused from the special meeting of council on March 26<sup>th</sup>, 2025.

**PASSED**

**6. PUBLIC COMMENT / QUESTION PERIOD**

**7. ADJOURNMENT**

**# 25-079**

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

That the meeting be adjourned at 7:11 pm.

**PASSED**

# Our Vision and Mission

---

## Community Vision

Fort Smith is a vibrant, future-focused community with a small-town feel, where residents enjoy a high quality of life. With efficient services and sustainable land use, the Town actively preserves and enhances its heritage, culture, and natural environment.

## Council Vision

The Town of Fort Smith is a thriving, well-managed local government where proactive stewardship ensures the long-term sustainability of our publicly owned assets. We are committed to sound governance, responsible planning, and delivering services that meet the needs of our residents at reasonable levels.

With a strong organizational culture and a collaborative approach, we foster positive relationships with neighboring First Nations and Metis communities and work together toward shared prosperity. By supporting local economic opportunities, accessible services, and a good quality of life, we create a community where seniors can retire with dignity, young people can build a future, and all residents can feel a sense of belonging and possibility.

## Mission

The Town of Fort Smith provides a broad range of essential and valued services that support our community's well-being, both now and for future generations. Through responsible resource management and responsive delivery service, we create a well-functioning and forward-looking community that enriches the lives of all who call Fort Smith home.





## Protective Services Standing Committee Meeting April 1<sup>st</sup>, 2025

### MINUTES

The Protective Services Standing Committee Meeting was held on Tuesday, April 1<sup>st</sup>, 2025 @ 6:30 pm within the Town Hall Council Chambers.

Present: Cr. Benwell, Cr. Heaton, Cr. Bathe, Cr. Karasiuk, D/M Keizer, Mayor Fergusson, Cr. Tuckey, Cr. Cr. Cox, and Cr. Couvrette

Regrets:

Staff Present: Tracy Thomas, Senior Administrative Officer  
Raveena Brown, Executive Secretary  
Adam McNab, Director of Protective Services

#### A. CALL TO ORDER

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

#### B. REVIEW

##### a. Agenda

**Moved by: Mayor Fergusson**

**Seconded by: Cr. Tuckey**

That the agenda be adopted as amended to add a delegation.

**PASSED**

##### b. Minutes

**Moved by: Cr. Cox**

**Seconded by: Cr. Benwell**

The minutes from the Protective Services Standing Committee Meeting on March 4<sup>th</sup>, 2025, be adopted as presented.

**PASSED**

##### c. Vision and Values

##### d. Delegation – Chris Westwell Thebacha Chamber of Commerce

Topic: Local Business Engagement, Supports, Messaging, and Chamber Engagement

Chris Westwell addressed the audience, acknowledging that most attendees were likely familiar with him. He reflected on his past experiences in council and noted the lack of engagement he had wished for during his tenure. He emphasized his intention to foster collaboration between the Chamber of Commerce and local government rather than to criticize anyone. Westwell highlighted the economic hardships facing Fort Smith, including rising costs, business closures, job losses, and reduced government spending, which had severely impacted consumer confidence and local businesses. He noted that the first quarter of 2025 had been the worst he had ever seen for local businesses, with many long-standing establishments struggling to survive.

He discussed systemic economic challenges beyond local control, such as government cutbacks and increasing regulations, which made it difficult for small businesses to compete with large corporations. Despite these difficulties, he stressed the importance of supporting local businesses, adapting to economic realities, and finding ways to retain money and jobs within the community. Westwell urged the town's leadership to champion local businesses, advocate for fair regulations, and work together to create a more resilient local economy. He concluded by reaffirming his belief in Fort Smith's perseverance and the potential for collective efforts to strengthen the business sector and improve the town's economic future.



## Protective Services Standing Committee Meeting April 1<sup>st</sup>, 2025

### C. DIRECTOR'S REPORT

#### a. The Protective Services Director Report for March

Director McNab provided an update on fire and EMS activities, noting a significant structure fire in the community over the past month. He commended the volunteer firefighters for their efforts in containing the fire to the structure and preventing damage to a nearby building. Despite the fire's intensity, property loss was minimal. He mentioned that fire and ambulance responses had been in line with the monthly average.

Additionally, under land and development, Director McNab highlighted five structures in the community that had been affected by large-scale fires and remained in varying states of disrepair. While a fire prevention bylaw requires fire remnants to be cleaned up within 48 hours, this is not always feasible. The town has sent letters to the property owners, requesting that they submit a plan within 30 days for either repair or demolition, along with a development permit. These structures pose health and safety risks to neighbors and could become targets for arson, making timely action essential.

### D. ADMINISTRATION

#### a. Briefing Note – Town Owned Residential Lots – Public Sale

**Moved by: Mayor Fergusson**

**Seconded by: Cr. Karasiuk**

That Council directs Administration to proceed with the sale of three Town-owned lots:

1. Lot 415 Plan 207 – 68 Pine Crescent
2. Lot 1367 Plan 1788 – 57 Caribou Crescent
3. Lot 646 Plan 319 – 27 Whooping Crane Crescent

**PASSED**

Mayor Fergusson asked whether some of the properties were remediated, or if some of those issues were part of what prompted the decision to sell the properties.

Director McNab explained that the property in question, 27 Whooping, appears to have a structure on it. He clarified that it was a Town-owned lot with a derelict house, which has since been remediated.

In regard to why the Town is selling these lots, Director McNab stated that they are pre-serviced, residentially zoned lots. He noted that the Town has received feedback from community members indicating there is a shortage of available and easily developable lots. Given that the Town relies on tax revenue as a tax-based community, Director McNab felt it would be worthwhile to at least present the sale of these lots as an option for Council's consideration.

Cr. Karasiuk inquired as to what percentage of Town-owned residential lots these 3 lots indicate. Director McNab explained that these 3 lots make up for 100% of town-owned residential lots. Mayor Fergusson inquired about how many lots were still available for purchase in the West Grove area and why they are not selling. Director McNab noted that there were approximately 12 available, but he is not currently able to speak as to why they are not selling.



---

## Protective Services Standing Committee Meeting April 1<sup>st</sup>, 2025

---

### b. Briefing Note – Urgent Policy Review – Municipal Pelican Management Strategy

**Moved by: Mayor Fergusson**

**Seconded by: Cr. Bathe**

**That Council direct Administration to:**

1. Proceed with the Pelican Traffic Control Initiative
2. Declare a provisional Pelican No-Fly Zone over municipal events pending further review
3. Engage in meaningful dialogue with pelican representatives, pending confirmation that at least one of them speaks English

Note: Early attempts at diplomacy have been unproductive. Pelican representatives arrived 45 minutes late, knocked over a pitcher of water, and then stormed out dramatically when asked to follow the agenda.

Happy April 1<sup>st</sup>, 2025.

**DEFEATED**

### E. OTHER BUSINESS

### F. EXCUSING OF COUNCILLORS

### G. DATE OF NEXT MEETING

The next Protective Services Standing Committee Meeting will be on May 6<sup>th</sup>, 2025.

### H. ADJOURNMENT

**Moved by: Cr. Karasiuk**

**Seconded by: D/M Keizer**

That the meeting be adjourned at 7:30 pm.

**PASSED**



## Corporate Services Standing Committee Meeting April 1<sup>st</sup>, 2025

### MINUTES

The Corporate Services Standing Committee Meeting was held on Tuesday, April 1<sup>st</sup>, 2025 @ 7:40 pm within the Town Hall Council Chambers.

Present: Cr. Benwell, Cr. Heaton, Cr. Karasiuk, Cr. Bathe, D/M Keizer, Mayor Fergusson, Cr. Tuckey, Cr. Cox, and Cr. Couvrette

Regrets:

Staff Present: Tracy Thomas, Senior Administrative Officer  
Raveena Brown, Executive Secretary  
Jim Hood, Director of Corporate Services

#### A. CALL TO ORDER

Mayor Fergusson called the meeting to order at 7:40 pm, confirmed quorum.

#### B. REVIEW

##### a. Agenda

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

That the agenda be adopted as presented.

**PASSED**

##### b. Minutes

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

That the minutes from the Corporate Services Standing Committee Meeting on March 4<sup>th</sup> 2025, be adopted as presented.

**PASSED**

##### c. Vision and Values

##### d. Declaration of Financial Interest – none at this time

#### C. DELEGATIONS

#### D. DIRECTOR'S REPORT

##### a. The Corporate Services Director's Report for March

Director Hood advised that the department is still in the process of finalizing the Director's position; however, all other positions within Corporate Services have now been filled. This marks the first time since December that the department has been fully staffed. Director Hood further noted that the auditors have been on-site since March 27th. Of the three auditors present, two have completed their field work testing and departed earlier today, while the lead auditor remains on-site.

A discussion was held regarding the potential of our website adding the ability to fill out and pay for licenses such as development permits, business licenses, paying utility bills, dog tags, etc., online. Director Hood noted that the is in the process of reviewing pricing options.

##### b. Accounts Payable Report

##### c. Correspondence



**Corporate Services Standing Committee Meeting**  
**April 1<sup>st</sup>, 2025**

**E. ADMINISTRATION**

- a. Briefing Note – 2025-2026 WWS Contribution Agreement with GNWT

**Moved by: Cr. Couvrette**

**Seconded by:**

That Council approve the Town of Fort Smith entering into the 2025-2026 Water and Waste Services (WWS) Contribution Agreement with the Government of the Northwest Territories in the amount of \$798,000.00 and authorize the Mayor and Senior Administrative Officer to sign the agreement on behalf of the Town.

**PASSED**

- b. Briefing Note – 2025-26 Community Public Infrastructure (CPI) Contribution Agreement

**Moved by:**

**Seconded by:**

That Council acknowledge and accept the 2025-26 Community Public Infrastructure (CPI) Contribution Agreement with the Government of the Northwest Territories in the amount of \$1,833,000, and that the Mayor and Senior Administrative Officer be authorized to execute the agreement as required.

**PASSED**

- c. Briefing Note – 2025-26 Operations and Maintenance (O&M) Funding Agreement with GNWT

**Moved by:**

**Seconded by:**

That Council authorize the Mayor and Senior Administrative Officer to sign the 2025–2026 Operations and Maintenance (O&M) Contribution Agreement between the Town of Fort Smith and the Government of the Northwest Territories in the amount of \$2,466,000.

**PASSED**

- d. Briefing Note – 2025 Mill Rate Bylaw

**Moved by:**

**Seconded by:**

That Bylaw 1061, the 2025 Mill Rate Bylaw, be submitted for First, Second, and Third Reading at the Regular Meeting of Council on April 15, 2025.

**PASSED**

**F. OTHER BUSINESS**

- a. Letter to GNWT Minister

**Moved by: D/M Keizer**

**Seconded by: Cr. Karasiuk**

That the Mayor be directed to write a letter to the Minister of Municipal and Community Affairs (MACA), Government of the Northwest Territories, to express Council's appreciation for the funding received, and to respectfully request clarification regarding the discrepancy between the amount received and the amounts proposed during the MACA Municipal consultations in 2024.

**PASSED**



---

**Corporate Services Standing Committee Meeting**  
**April 1<sup>st</sup>, 2025**

---

**G. EXCUSING OF COUNCILLORS**

**H. DATE OF NEXT MEETING**

That next Corporate Services Standing Committee meeting be on May 6<sup>th</sup>, 2025.

**I. ADJOURNMENT**

**Moved by: Cr. Karasiuk**

**Seconded by: Cr. Cox**

That the meeting be adjourned at 8:25 pm.

**PASSED**





## Community Services Standing Committee Meeting

### MINUTES

The Community Services Standing Committee Meeting was held on Tuesday, April 8<sup>th</sup>, 2025 @ 6:30 pm within the Town Hall Council Chambers.

Present: Cr. Benwell, Cr. Karasiuk, Cr. Bathe, D/M Keizer, Mayor Fergusson, Cr. Cox, and Cr. Couvrette  
Regrets: Cr. Heaton and Cr. Tuckey  
Staff Present: Tracy Thomas, Senior Administrative Officer  
Raveena Brown, Executive Secretary  
Victoria Urquhart, acting 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. Cr. Karasiuk read the acknowledgment of First Nations.

#### B. REVIEW

##### a. Agenda

**Moved by: Mayor Fergusson**

**Seconded by: Cr. Couvrette**

That the agenda be adopted as presented.

**PASSED**

##### b. Minutes

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Benwell**

That the minutes from the Community Services Standing Committee Meeting on March 11<sup>th</sup>, 2025, be adopted as presented.

##### c. Vision and Values

##### d. Declaration of Financial Interest

#### C. DELEGATION

##### a. Aurora Research Institute, Aurora College – Emily Gomes-Szoke

Andreanna Robitaille presented for Emily due to technical issues. She is a trained nurse and social scientist, currently working as a Nursing Instructor at Aurora College in Yellowknife, Northwest Territories, and as a health researcher. Andreanna has over 15 years of experience working with Nunavik communities in northern Quebec and has been living and working in the Northwest Territories for the past four years.

She is the Research Coordinator and Principal Investigator of the "Spark Inspiration" project, a health research initiative funded by the Canadian Institutes of Health Research (CIHR) and the Aurora Research Institute's Northern Families Health Research Unit. The project began in 2023 and focuses on encouraging northern youth, particularly students from grades 8 to 12, to pursue careers in health and social services within the Northwest Territories.



## Community Services Standing Committee Meeting

---

The project responds to critical staffing shortages in healthcare across Canada, particularly in the North, and aims to address the underrepresentation of Indigenous and northern residents within the healthcare workforce.

The "Spark Inspiration" project involves several key components:

- Focus groups and engagement with high school youth.
- Wisdom circles and discussions with Elders.
- Interviews with northerners currently working or studying in health and social services.
- Exploration of barriers and supports for youth pursuing healthcare careers.

The research team includes members from Aurora Research Institute, Indigenous scholars, Elders, community leaders, and Indigenous governments. To date, the project has engaged with more than 60 participants from communities including Yellowknife, Fort Smith, Fort Resolution, and Behchokò. The team is working to expand partnerships with additional communities.

Andreanna recently met with local leaders, including Deputy Mayor Mike Keizer, as well as representatives from the Northwest Territories Association of Communities, to share information about the project and seek guidance on conducting the research respectfully and collaboratively. The team is scheduled to be in Fort Smith from April 22 to April 28, 2025, with plans to visit the high school, participate in the Trade Show at the Aurora College booth, and continue building community relationships.

Andreanna emphasized the team's openness to feedback, ideas, or requests from the community and council, such as providing briefing notes or returning to share project findings in the future.

### D. DIRECTOR'S REPORT

#### a. Community Services Director's Report for March

Mayor Fergusson expressed appreciation for Town staff's significant efforts in making the recent Frolics event a success, recognizing the extensive overtime, setup, and support provided across multiple venues.

Deputy Mayor Keizer acknowledged the Aquatics update, noting community excitement about the reopening and the importance of adequate staffing to maximize facility use. He praised the maintenance work and encouraged continued focus on staffing to ensure a smooth launch. SAO Thomas noted that this was an important call out to the community that there was a shortage of lifeguards and the Town provided training for this.

Mayor Fergusson also raised the possibility of early ice installation at the arena in anticipation of Arctic Winter Games tryouts this fall and asked Administration to explore the feasibility of a September timeline.

She further inquired about the banned books featured at the library. SAO Thomas explained the display aimed to highlight titles banned in other parts of Canada and confirmed all books remain available for checkout locally.

### E. ADMINISTRATION

#### a. Briefing Note – Donation Recipients from 2018-2024



## Community Services Standing Committee Meeting

---

SAO Thomas explained that the report was prepared in response to Council's request for a list of previously approved donations. She noted that recurring events like Frolics are now incorporated into the regular budget, with \$4,500 set aside for ad hoc applications. The report provides historical context but is not a comprehensive account of all Town contributions.

Councillor Couvrette recommended using the term "contributions" instead of "donations" to more accurately reflect the Town's discretionary financial support for community groups. He suggested the report be updated to include regular contributions to organizations such as the Northern Life Museum, NACC, the Ski Club, and the Golf Club to ensure clarity and transparency for both Council and the public.

Deputy Mayor Keizer asked for clarification on the variation in donation amounts. Mayor Fergusson explained that increases in certain years—such as the jump to \$29,000—were due to reallocating funds from events that were cancelled during the evacuation year. For example, funds normally designated for fireworks or other affected events were redirected to other community needs. She also noted that some contributions, like for Treaty Days, were one-time occurrences.

SAO Thomas emphasized that the briefing note was created specifically to address Council's request for historical donation information, particularly to inform budgeting for the ad hoc fund. She clarified it was not meant to cover all budget lines or ongoing contributions, and that some changes in how funds were managed in previous years—such as a temporary removal and reinstatement as budgeted line items—were based on recommendations from the former Director of Community Services.

### b. Briefing Note – Acceptance of Final Organizational Review Report

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

That Council accept the final Organizational Review Report prepared by Western Management Consultants as a strategic framework to guide ongoing organizational and governance improvements;

And that Administration be directed to use the report to inform future decisions related to budgeting, staffing, service delivery, and operational planning, with actions to be undertaken incrementally and within the limits of available resources and internal capacity.

**PASSED**

SAO Thomas provided an update on the revised report developed by the steering committee following a review of the initial draft. The final version incorporates identified changes and outlines nine key priorities and recommendations, which have been reviewed and approved. She emphasized that while the recommendations are strong and align with expectations, their success depends on appropriate human and financial resourcing. Implementation will need to be phased in over multiple budget cycles, as full execution is not feasible within the first year. SAO Thomas stressed the importance of careful planning to ensure the recommendations are effectively carried out over time.

### c. Briefing Note – GNWT Cannabis Retail Licensing – Upcoming RFP Process

SAO Thomas shared that she and D/M Keizer recently met with Kim Wilkins, Director of Liquor and Cannabis Operations, to discuss an upcoming Request for Proposal (RFP) for a new cannabis store operator. The RFP will be distributed to Council once it's released. Kim Wilkins informed them that the new operator of the liquor store will not have a cannabis retail license. She also mentioned that several individuals had already shown interest in the opportunity. Additionally, Wilkins shared that the annual retail gross for this type of



## Community Services Standing Committee Meeting

---

business is around \$1 million, with a profit of approximately \$250,000. Thus indicating sufficient demand for retail services.

### F. OTHER BUSINESS

### G. EXCUSING OF COUNCILLORS

**Moved by: Mayor Fergusson**

**Seconded by: Cr. Cox**

That Cr. Heaton and Cr. Tuckey be excused from the Community Services Standing Committee Meeting on April 8<sup>th</sup>.

**PASSED**

### H. DATE OF NEXT MEETING

The next Community Services Standing Committee Meeting will be on May 13<sup>th</sup>, 2025.

### I. ADJOURNMENT

**Moved by: Mayor Fergusson**

**Seconded by: Cr. Bathe**

That the meeting be adjourned at 7:35 pm.



# Municipal Services Standing Committee Meeting

## MINUTES

The Municipal Services Standing Committee Meeting was held on Tuesday, April 8<sup>th</sup>, 2025 @ 7:45 pm within the Town Hall’s Council Chambers.

Present: Cr. Benwell, Cr. Karasiuk, Cr. Bathe, D/M Keizer, Mayor Fergusson, Cr. Cox, and Cr. Couvrette

Regrets: Cr. Heaton, and Cr. Tuckey

Staff Present: Tracy Thomas, Senior Administrative Officer  
Raveena Brown, Executive Secretary  
Andrew Grenier, Director of Municipal Services

### A. CALL TO ORDER

Mayor Fergusson called the meeting to order at 7:44 pm and handed the chair to Cr. Benwell.

### B. REVIEW

a. Agenda

**Moved by: Mayor Fergusson**

**Seconded by: Cr. Bathe**

That the agenda be adopted as ~~presented~~. Amended to add an in-camera session under section F Other Business

**PASSED**

b. Minutes

**Moved by: Cr. Cox**

**Seconded by: Cr. Karasiuk**

The minutes from the Municipal Services Standing Committee Meeting on March 11<sup>th</sup>, 2025, be adopted as presented.

**PASSED**

c. Vision and Values

d. Declaration of Financial Interest

### C. DELEGATION

### D. DIRECTOR’S REPORT

a. The Municipal Services Report for February

Mayor Fergusson expressed her sadness at the ice being removed from the arena, where she spends much of her winter. She noted the presence of the scissor lift and hoped it would be used to install banners and displays showcasing the arena’s awards and medals. She also raised the idea, previously discussed at the Community Services meeting, of preparing the arena for September ice in anticipation of the Arctic Winter Games.

Deputy Mayor Keizer shared his excitement about the nearing completion of the pool shutdown and praised the facilities team for their efforts.

Mayor Fergusson inquired whether the Town was switching to an electric ice resurfacer or simply refurbishing the current one. SAO Thomas confirmed that the current unit is being refurbished to extend its life while a new one is on order—a process that takes two years.

Lastly, Mayor Fergusson reflected positively on a recent facility tour, particularly her first visit to the water treatment plant. She commended staff for their dedication and professionalism and appreciated the insight into the Town's complex infrastructure operations.



## Municipal Services Standing Committee Meeting

### E. ADMINISTRATION

- a. Briefing Note – Award Water and Sewer Systems Assessment and Strategic Planning

**Moved By: Cr. Bathe**

**Seconded By: Mayor Fergusson**

*That Council authorize Administration to award the contract of the Water and Sewer Systems Assessment and Strategic Planning project (RFP No. TFS 2025-03) to AECOM in the amount of \$85,864, excluding disbursements and travel.*

**PASSED**

Cr. Couvrette inquired whether the Town's RFP process includes a requirement for contractors to identify any local components, such as the use of local contractors or labour, in the work being proposed.

SAO Thomas responded that while the Town's RFP process does include a note regarding local preference, there is currently no specific clause requiring contractors to identify the use of local labour or services. She acknowledged it as an excellent idea, noting that while some specialized work may make it challenging, including such a requirement would be beneficial moving forward.

### F. OTHER BUSINESS

- a. In-Camera Session

**Moved by: Cr. Couvrette**

**Seconded by: Mayor Fergusson**

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.

In camera at 7:55 pm

**PASSED**

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Karasiuk**

That Council move out of camera at 9:03 pm.

**PASSED**

### G. EXCUSING OF COUNCILLORS

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Cox**

That Cr. Heaton and Cr. Tuckey be excused from the Municipal Services Standing Committee meeting on April 8<sup>th</sup>, 2025.

**PASSED**

### H. DATE OF NEXT MEETING

The next Municipal Services Standing Committee Meeting will be on May 13<sup>th</sup>, 2025.



## Municipal Services Standing Committee Meeting

---

### I. ADJOURNMENT

**Moved by: Cr. Karasiuk**

**Seconded by: D/M Keizer**

That the meeting be adjourned at 9:04 pm.

**PASSED**



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 1061

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO PROVIDE FOR THE ESTABLISHMENT OF A MUNICIPAL AND EDUCATION MILL RATE, PASSED PURSUANT TO SECTION 76 OF THE PROPERTY ASSESSMENT AND TAXATION ACT, BEING CHAPTER P-10, OF THE REVISED STATUTES OF THE NORTHWEST TERRITORIES 1988.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest and is required by the provision of the Property Assessment and Taxation Act to establish Mill Rates for Municipal and School purposes; and

NOW THEREFORE, the Council of the Town of Fort Smith, at a duly assembled meeting enacts as follows:

- 1. That this bylaw may be cited as the "2025 Mill Rate Bylaw";
2. That assessed property in the Town of Fort Smith, liable to taxation and in respect of which grants-in-lieu of taxes may be paid, shall be liable for taxation and grants-in-lieu of taxes as follows:

Table with 2 columns: Property Category and Mill Rate. Categories include Residential Developed (14.61), Residential Non-Developed (15.03), Commercial Developed (27.71), Commercial Non-Developed (29.39), Industrial Developed (29.12), Industrial Non-Developed (31.20), Institutional Developed (39.87), Institutional Non-Developed (41.62), Recreational (16.79), Telecommunications (39.16), Country Residential Developed (12.99), Country Residential Non-developed (13.07), and Country Residential Mixed Use (15.11).

- 3. That the rate of taxation to be applied to lands and improvements liable to taxation, or in respect of which grants-in-lieu may be paid, for school purposes shall be as follows for the year 2025.

Table with 2 columns: School Levy and Rate. Category: a) School Levy, Rate: 2.91

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025, A.D.

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025, A.D.





**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH  
BY-LAW 1061**

---

READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025, A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SENIOR ADMINISTRATIVE OFFICER

I hereby certify that this bylaw has been made in accordance with the requirements of the *Cities, Towns and Villages Act* and the bylaws of the Municipal Corporation of the Town of Fort Smith.

\_\_\_\_\_  
SENIOR ADMINISTRATIVE OFFICER



---

## Briefing Note

---

**To:** Mayor and Council  
**From:** Administration  
**Date:** April 15 2025  
**Subject:** Appointment of Acting Senior Administrative Officer (SAO) – April 22-28<sup>th</sup>, 2025

### PURPOSE:

To appoint Andrew Grenier as Acting SAO for the period of April 22-28<sup>th</sup>, 2025.

### BACKGROUND:

Standing Acting SAO Emily Colucci is away on leave during the month of April and therefore unavailable to serve in the Acting SAO role.

The Director of Protective Services and the SAO will be attending a wildfire preparation workshop during the week of April 22. The SAO will be out of the office from April 22–28, 2025 inclusive, but will be available remotely from April 23–25.

### ANALYSIS:

To ensure continuity during this period, it is recommended that Andrew Grenier, Director of Municipal Services, be appointed as Acting SAO. This recommendation is consistent with past practice and ensures senior leadership presence during the SAO's absence.

### RECOMMENDATION:

That Council, by motion, appoint Andrew Grenier, Director of Municipal Services, as Acting SAO for the period of April 22–28, 2025.