



Council of the Town of Fort Smith
February 17th, 2026 @ 7 pm

AGENDA

1. CALL TO ORDER

- a. Confirmation of Quorum and Acknowledgment of First Nations

2. ADOPTION OF AGENDA

3. DELEGATIONS

4. APPROVAL OF MINUTES

- a. Regular Meeting of Council February 3rd, 2026

5. BUSINESS ARISING FROM THE MINUTES

6. DECLARATION OF FINANCIAL INTEREST

7. ADMINISTRATION

- a. Community Services
 - i. Director's Report
- b. Municipal Services
 - i. Director's Report
 - ii. Briefing Note: Water Plant Filter #3 Refresh and Repair Project
- c. Briefing Note: Housing Accelerator Fund – Development Fee Refund
- d. Briefing Note: Update - Capital Projects
- e. Briefing Note: Emergency Dispatch

8. COUNCIL BUSINESS

- a. Bylaws
- b. Mayor and Council Round Table

9. PROCLAMATIONS

10. DATE OF NEXT COUNCIL MEETING

The next Regular Meeting of the Council will be held on March 3rd, 2026, with reports from Protective and Corporate Services.

11. EXCUSING OF COUNCILLORS

12. QUESTION PERIOD

13. ADJOURNMENT



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MINUTES

The Regular meeting of the Council was held on
Tuesday, February 3, @ 7 pm within the Town Hall Council Chambers.

Present: Mayor Fergusson, D/M Keizer, C. Benwell, Cr. Karasiuk, Cr. Tuckey, Cr. Cox, and Cr. Couvrette
Regrets: Cr. Bathe and Cr. Heaton
Staff Present: Jim Hood, Senior Administrative Officer
Daniel Wiltzen, Acting Recording Secretary
Adam McNab, Director of Protective Services
Cassandra Gibbons, Director of Corporate Services
Lauren Howes, Director of Community Services

1. CALL TO ORDER

- a. Mayor Fergusson confirms quorum, reads the Acknowledgment of First Nations and hands the chair to Cr. Couvrette.

2. ADOPTION OF AGENDA

26-016

Moved by: Cr. Karasiuk

Seconded by: Mayor Fergusson

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

PASSED

3. DELEGATIONS

- a. RCMP Monthly Policing Report

Constable Kleaman provided a policing update for the month of January and responded to questions related to public safety communications and notification thresholds. He reported that during January, RCMP officers arrested and charged one individual with possession for the purpose of trafficking after approximately 10 grams of cocaine were seized. He noted that enforcement efforts targeting drug-related activity in the community are ongoing.

Constable Kleaman also advised that there were two incidents in January where the RCMP were required to guard individuals apprehended under the Mental Health Act at the hospital. He indicated that these incidents are being tracked for transparency and monitoring purposes.

In discussing public safety notifications, Constable Kleaman explained that RCMP decisions are guided by policy considerations such as severity and urgency. Each situation is assessed based on the totality of circumstances, including whether there is a risk to public safety and the nature of that risk. Depending on the assessment, different response thresholds apply.

He noted that in some recent incidents, the threshold for issuing a broader public alert was not met. However, he personally attended the school on one or two occasions and spoke directly with the principal to provide situational awareness and explain where matters stood at the time. He acknowledged that more proactive communication in future situations could assist schools in making informed decisions.



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Constable Kleaman explained that there is a defined threshold at which direct communication with schools would occur. If the severity of an incident were judged to be high and posed a clear safety concern to staff or students, direct notification would be made, potentially including measures such as a school lockdown. He confirmed that a communication channel does exist for such circumstances when there is a perceived risk to school safety.

He added that while the RCMP does communicate directly with schools in situations involving lockdowns, he has not personally had to manage such a scenario during his time in the community. As a result, he could not state with certainty whether future communications would come directly from local RCMP members or through media relations, as this would depend on the circumstances and the level of response required.

Constable Kleaman concluded by offering to provide written information outlining alert categories and thresholds for reference and invited further questions related to public safety.

Mayor Fergusson referenced the recent passage of new missing persons legislation and asked how it applies to ongoing cases in the community. She specifically inquired whether the Missing Persons Act has any impact on the active missing person investigation involving Frank Gruben and whether the legislation provides additional tools or authority that could assist the RCMP in that investigation.

Mayor Fergusson further asked whether there were any updates available regarding the status of the investigation and whether the new legislation supports continued efforts in locating Mr. Gruben.

Constable Kleaman advised that the missing person investigation remains active and ongoing. He confirmed that an RCMP member continues to conduct investigative work within the community and that further steps are planned to continue advancing the investigation.

He noted that he had not yet reviewed the newly passed Missing Persons Act in detail. However, based on initial information he had received, he understood that the legislation may provide additional authority to allow police to act more quickly in time-sensitive situations.

Constable Kleaman indicated that he would review the legislation more thoroughly and follow up with further clarification from his perspective once he had a better understanding of its provisions.

4. APPROVAL OF MINUTES

- a. Regular Meeting of Council January 20th, 2026

26-017

Moved by: Mayor Fergusson

Seconded by: D/M Keizer

That the minutes of the Regular Meeting of January 20th, 2026, be adopted as presented.

PASSED

5. BUSINESS ARISING FROM THE MINUTES

6. DECLARATION OF FINANCIAL INTEREST

7. ADMINISTRATION



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a. Protective Services

i. Director's Report

Director McNab advised that fire and ambulance call volumes were slightly below average for the month, which was a positive change following a higher-than-normal call volume over the past year. Call numbers were noted to be close to the rolling five-year average. He reported that the department responded to 26 calls in total during January.

Director McNab also referenced a total loss structure fire in Alberta, just over the border, which occurred shortly before the previous meeting and was attended by the department. He noted that staff performed well during that response.

He advised that fire training is currently underway and that this year's focus has shifted toward scenario-based training. This follows the completion of NFPA 1001 skills-based training, with the intent of applying those skills in more practical, real-world scenarios.

Director McNab reported that an Emergency Medical Responder course has recently begun in-house for new recruits. Once completed, this is expected to add approximately eight new EMRs to the ambulance roster.

He also highlighted that the department is running a Wounded Warriors trauma resiliency training course. This initiative supports mental resiliency and wellness within the fire department and is being integrated into departmental standard operating procedures. He noted that this training is expected to benefit staff when responding to difficult and traumatic calls.

Director McNab advised that a Wildland Urban Interface course has been scheduled for the first weekend of May and has been confirmed. The course aligns with Alberta's Wildland Urban Interface training program and will be delivered by Rodney Schmidt, former Fire Chief of High Level. He expressed optimism that the course will be well attended.

He also provided an update on organizational changes, noting a reorganization that introduces a new Protective Services Coordinator and Deputy Fire Chief role. He explained that the Lands and Development Officer has been assisting with bylaw enforcement, but that role is substantial on its own. The new position will provide bylaw enforcement support, allowing the Lands and Development Officer to focus more fully on their primary responsibilities. Director McNab indicated he is working with existing staff to implement these changes.

He concluded by noting that Occupational Health and Safety matters were routine for the month and that there were several updates related to capital projects, which were included in the written report.

Mayor Fergusson expressed support for the progress being made on draft bylaws and noted that several new or updated bylaws are expected to come forward. She referenced a recent discussion with SAO Hood and emphasized the importance of modernizing bylaws to better reflect current needs.

She also shared an example she had read about community emergency preparedness practices in Finland, where preparedness is approached as a whole community effort. She described how communities there engage residents broadly, either through community-wide initiatives or smaller group-based efforts, to ensure people are better prepared to respond during emergencies.



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Mayor Fergusson asked whether this type of community-focused emergency preparedness model aligns with current planning or thinking around emergency response and preparedness initiatives within the community.

Director McNab explained that emergency planning is conducted on an annual basis in coordination with community partners across all levels of government and the private sector. As part of this process, partners are asked to share their emergency plans so that potential impacts and alignment with the Town's plans can be reviewed and coordinated.

He advised that internal tabletop exercises are conducted to test the Town's emergency plans, and that key partners are engaged in these exercises where possible. He noted that bringing all partners together is a shared responsibility and is supported through the Local Emergency Management Organization, which convenes in early spring to review plans, discuss coordination, and identify areas where partners may require assistance with their emergency planning.

Director McNab also highlighted a specific focus on wildfire preparedness. He advised that the Town is exploring the possibility of an interface response planning project, which could involve engaging a third party to conduct GIS mapping. This work would further identify and map critical infrastructure and support more detailed planning around wildland urban interface response.

He explained that this planning would align with FireSmart principles, vegetation management planning, and operational response measures such as sprinklering during wildfire events. He noted that the intent is to strengthen emergency plans with more operational detail and confirmed that community partners would be engaged as these initiatives move forward.

Mayor Fergusson followed up on the discussion around emergency preparedness with comments related to fire breaks and vegetation management. She raised the importance of actively maintaining existing fire breaks to ensure vegetation does not regrow and that the areas remain clear of debris. She noted that unmanaged regrowth could reduce the effectiveness of fire breaks during a wildfire event.

Mayor Fergusson suggested exploring practical and community-based approaches to help maintain these areas. She referenced the possibility of allowing or encouraging controlled use of fire breaks, or partnering with local groups or organizations, as a way to keep vegetation from re-establishing and to ensure the fire breaks remain accessible and functional.

She asked whether there may be opportunities to work with community groups to support ongoing maintenance of fire breaks as part of broader wildfire mitigation and preparedness efforts.

Director McNab acknowledged that the approach discussed is an option that could be considered. However, he noted that the community has generally responded well to the use of managed green spaces as part of firebreak and vegetation management efforts. He explained that this approach is relatively low-cost, as it relies on annual mowing that has already been established.

Director McNab highlighted that the current method avoids issues such as noise, disruption, erosion, and potential environmental damage that could result from more aggressive or uncontrolled use of these areas. He emphasized that a vegetation management process is already in place and is supported through the approved budget.



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He added that while alternative approaches could be explored if supported by Mayor and Council, the existing management strategy is currently effective and funded.

Cr. Tuckey noted that quads also start fires.

Cr. Karasiuk referred to the section of the report addressing the fire training grounds and asked for clarification on the wording indicating that the Lands Department is being engaged. He questioned what was meant by the term “engaged” and asked whether this indicated that the department had been contacted and a response was still pending.

Director McNab advised that the issue had been raised at a previous council meeting and acknowledged the frustration with the length of time required to receive responses.

He explained that the delay is not due to a lack of engagement from the GNWT Lands Department or ECC. Rather, the matter is currently tied up in a lengthy consultation process. He noted that the Town has responded to questions arising from consultation and that ECC must now take that information back to the relevant groups for another round of consultation.

Director McNab emphasized that while the Town views the matter as a public safety priority, there are still required government processes that must be followed. He confirmed that staff continue to work with the departments involved and remain hopeful that the process will be completed in due course.

Cr. Karasiuk referenced the Request for Proposals process for the new fire hall and noted that he had reviewed the information with interest. He asked for clarification on the anticipated timeline for the RFP process and sought to understand whether the expected timeframe was approximately six months, one year, or another duration.

Director McNab explained that discussions over the past several years have focused on the future of the current building and how its condition may influence plans for a new fire hall. He noted that consideration has been given to whether the existing building remains viable, whether it should be renovated and expanded, or whether it would make sense to combine a future town hall with a new fire hall.

He advised that, in discussions with SAO Hood, staff have decided to issue a Request for Proposals to assess the viability of the existing building. The RFP will seek an evaluation of whether the building can be renovated and expanded to meet a future town hall needs assessment. If viable, the RFP would also request Class C or Class B cost estimates for renovation and expansion.

Director McNab further explained that the assessment would include a needs analysis for a town hall, cost estimates for demolition of the former library, and an evaluation of parking requirements, including whether parking needs would be met once the library is removed.

He noted that once this information is available, staff will be able to proceed with more detailed planning for the fire hall, including developing cost estimates with and without a combined town hall component. This information will be brought forward to Council to help determine whether it is more appropriate to renovate and expand the existing town hall site or to incorporate a town hall into a new fire hall development.



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Director McNab advised that the RFP document is a priority and is expected to be completed within the week, with the intent to issue it shortly thereafter. He added that timelines will depend on responses from proponents, and once that process is complete, staff intend to move forward with the next phase of planning.

Cr. Karasiuk sought clarification on the expected timeline for completing the needs assessment and the Request for Proposals process. He asked whether the combined process would take approximately six months or if a different timeframe was anticipated.

Director McNab advised that he is hopeful the turnaround time for the needs assessment and RFP process will be shorter than six months. He indicated that his expectation is a three to four month timeframe, noting that the actual schedule will depend on contractor availability and the timelines proposed by successful proponents. He added that a more definitive timeline will be known once responses to the RFP are received.

Mayor Fergusson asked whether the needs assessment would take into account the operating and maintenance costs associated with different building options. She specifically questioned whether the assessment would compare the ongoing operating and maintenance implications of maintaining two separate facilities versus combining the town hall and fire hall into a single building, as part of evaluating whether to renovate the existing facility or pursue a combined development.

Director McNab explained that the current needs analysis is focused primarily on space requirements. He noted that operating and maintenance considerations will be reviewed once there is clarity on whether the existing building is viable for retrofit.

He advised that if the building is found to be viable, staff will then assess the projected operating and maintenance costs of maintaining the retrofitted facility, and compare those costs to maintaining a building of similar size. He added that this assessment cannot be completed until the needs analysis and viability review are finalized.

Director McNab confirmed that the evaluation will include a detailed review of the building's mechanical, electrical, insulation, and building envelope systems. Any proposed retrofit would include improvements aimed at increasing energy efficiency. He noted, however, that actual efficiencies and associated operating and maintenance costs will not be known until this analysis is complete.

He further indicated that operating and maintenance expenses will be considered as part of the overall cost evaluation. He added that it is not yet clear whether combining the town hall with a fire hall would result in significant operating savings, as this would depend on the extent to which systems such as mechanical services could be shared and duplication reduced.

Cr. Cox referenced a previous discussion from the summer or fall regarding burned structures within the community. He asked whether there have been any updates on this issue or if progress is expected to resume in the spring, and requested clarification on the current status.

Director McNab confirmed that of the four burned structures in the community, three now have development permits in place for demolition and removal of debris. He noted that he was uncertain whether those permits also include plans for rebuilding. He advised that the remaining property is associated with personal challenges involving the homeowner or property owner, and that staff are continuing to work with the individual on the matter.



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ii. Briefing Note: Fire Training Live Structure

26-018

Moved by: Mayor Fergusson
Seconded by: Cr. Karasiuk

That Council approve the quoted price of \$200,00.00 for the purchase and delivery of a Drager Flashover structure and the associated-on site training and delivery outlined in the attached quote.

PASSED

Cr. Karasiuk asked whether the item being discussed represents the second part of a two-part process that had previously been approved by Council.

Director McNab confirmed that the item is the second part of the previously approved process and relates to the capital line approved in the 2025 budget. He advised that the total approved capital budget was \$463,000. Of that amount, \$189,439 was committed during the first phase. He noted that this second phase will leave a remaining balance of \$73,561 within that capital budget line.

D/M Keizer advised that after reviewing the material, he had questions regarding the training and maintenance requirements associated with the equipment. He asked whether the organization has the capacity to manage the required level of training and ongoing maintenance internally, or whether this would result in a recurring annual cost to bring in external trainers to train staff on the use of the equipment.

Director McNab advised that the required training is included in the purchase price and is outlined in the proposal. He noted that approximately \$24,000 is allocated for training, which will involve bringing in external trainers initially.

He explained that the department operates as an NFPA-trained organization and has certified fire instructors, including NFPA 1041 instructors. Once the initial training is completed, the department will have the internal capacity and qualifications required to deliver the training going forward, eliminating the need for ongoing external training support.

Cr. Tuckey raised questions regarding potential additional costs and risk considerations associated with the proposed training. He asked whether there would be added expenses related to insurance coverage, legal advice, or workers' compensation, noting that flash fire training carries inherent risk and that serious injuries and fatalities have occurred in similar training elsewhere.

Cr. Tuckey also asked how insurance coverage would be addressed, what role workers' compensation would play, and whether there would be any involvement from the union in relation to firefighter safety, coverage, and risk management.

Director McNab explained that firefighters are not unionized employees but are covered under workers' compensation through WSCC. He confirmed that the department is insured to operate a fire department and to carry out all associated activities, including training and live fire exercises.

He advised that, from a WSCC perspective, the department would be non-compliant if it expected firefighters to perform this work without providing the appropriate level of training. He noted that providing this training is a WSCC requirement.

Director McNab acknowledged that live fire training carries inherent risk, which is why the department intends to use professional instructors initially and then maintain the training



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internally. He emphasized that firefighter safety is a priority and stated that he would not place firefighters at unnecessary risk.

He further explained that failing to provide proper training while assigning firefighters to enter burning structures would expose the Town to greater legal liability than providing the training. He confirmed that insurance coverage applies to all fire department operations, including live fire training.

Director McNab also noted that the department currently uses a live fire training prop for exercises such as simulated flashovers and backdrafts, but that this equipment is no longer safe to use. As a result, it needs to be replaced with a safer alternative, which he noted is standard practice for fire departments.

Cr. Tuckey asked whether there may be an opportunity to involve other communities or jurisdictions within the territories in the training or use of the facility, potentially on a cost recovery basis.

Director McNab advised that the Town would be the only community in the North with this specific type of training unit. He noted that Hay River has a multi story burn structure, which they have allowed the Town to use at no cost for several years to help maintain certification. He described this as a cooperative, reciprocal relationship where communities support one another and aim to keep costs neutral where possible.

He explained that cost recovery opportunities could be considered. He highlighted that one of the key advantages of the proposed unit is that it is mobile and mounted on a trailer. This allows it to be transported to other communities if needed.

Director McNab noted that the mobile option was more cost effective than constructing a permanent structure, as the Town does not have the capacity to install screw piles and on-site assembly would have required extensive welding and higher installation costs. Because the unit does not require a foundation, it reduces construction complexity and expense. He added that there are similar mobile training units in use elsewhere and that the portability of this unit creates opportunities for regional collaboration and shared use.

Cr. Cox asked a follow up question regarding the mobility of the training unit. He noted that, while the unit is on wheels, it appears to require a fifth wheel and air brake system to transport. He asked whether moving the unit would require a specialized vehicle and whether the Town, the Department of Infrastructure, or local contractors would have the appropriate equipment to transport it when needed.

Director McNab advised that transporting the unit would require a standard tractor. He noted that once the unit is delivered to the chosen site, it is not expected to be moved and would be blocked and set in place for long-term use. He added that the unit would only be relocated if the training site changes or if Council supports using it for training in other communities, as previously discussed by Cr. Tuckey.

b. Corporate Services

i. Director's Report

Director Gibbons advised that January was a particularly busy month for administrative and financial activities. She noted that significant effort was focused on closing out 2025 and ensuring all financial matters were properly aligned, particularly following the late adoption of the budget. As part of this work, the Town was able to resolve all outstanding claims with the Government of the Northwest Territories related to the 2023 wildfire activity.



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She also noted a brief visit from MACA personnel regarding property assessments and advised that staff are working with Daniel to enhance social media outreach efforts.

Director Gibbons reported that recruitment for the Senior Administrative Officer position is ongoing and progressing well. She also confirmed the successful recruitment of a maternity leave replacement for the payroll position and introduced the Town's newest administrative team member, who began work the previous day and is integrating well into her role and training.

She advised that, alongside the ongoing revision of the Town's bylaw library, staff have begun drafting a repeal and replace bylaw for Records and Information Management. She explained that the existing bylaw functions largely as a records retention and destruction schedule. The intent of the new bylaw is to align municipal practices with territorial and federal legislation, update existing retention items, and introduce new provisions addressing digital records and metadata. She noted that a small training component is expected to accompany this work to ensure staff understand how to access and interpret metadata as part of the Town's records and information framework.

Director Gibbons also advised that her department worked with the Department of Community Services to develop a training exercise related to cash handling practices. She reported that the training was successful and that there are plans to continue the partnership to provide additional training. The goal, she noted, is to ensure frontline staff are confident in their cash handling responsibilities and that practices align with existing workflows and reconciliation requirements.

D/M Keizer asked whether it would be appropriate to explain why the assessment representatives ended their work early. He noted that he had met with them shortly before the update and indicated that the reason was generally understood, but asked whether it could be clarified for the record.

SAO Hood explained that the assessors visited the community and met with several property owners before identifying a technical error in the assessment notices that had been issued. The error related to how property assessments were calculated.

Once the issue was identified, the assessors determined it was necessary to return to their office to correct the error and prepare revised assessment notices. SAO Hood advised that the corrected notices are expected to be issued by the end of the week.

He clarified that the revised notices will be mailed to property owners who have improvements on their properties that were constructed prior to 2024. Vacant properties are not affected, and assessment notices for vacant properties remain valid as originally issued, including the appeal period.

SAO Hood noted that property owners with questions are encouraged to contact the phone number listed on the back of their assessment notices. Assessors will be able to provide the same information that would have been shared locally. He added that, if necessary, assessors will reassess properties when they return to the community for the Board of Revision.

Mayor Fergusson asked for clarification on the outcome of the Town's 2023 wildfire claim. She inquired whether the Town was left with any unrecovered costs or whether all expenses submitted as part of the wildfire claim were fully reimbursed.

Director Gibbons advised that the Town was reimbursed for all expenses that were intended and submitted as part of the wildfire claim. She noted that there had been one outstanding submission that had not yet been resolved; however, through the final



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submission, that matter was also addressed. She confirmed that this concluded all outstanding business related to the wildfire claim.

ii. Account's Paid List

Cr. Tuckey noted concerns regarding two cheques, and the potential of double payment.

Director Gibbons advised that while she was in the process of confirming the details against her records, she could state that all payments issued through the accounts payable department are made in response to existing invoices.

She explained that the Town's financial management software is used to process these payments and that this system makes it highly unlikely for duplicate payments to occur. She added that, prior to providing written confirmation, she was confident that the payments in question were issued as individual payments.

SAO Hood advised that Lumen Supplies conducts boiler checks at the water treatment plant. He explained that boiler inspections are required to be completed daily, with records maintained for boiler pressure and related operational data. He noted that this service is provided on an ongoing basis, month after month. As a result, he indicated that it would be very likely for invoices from Lumen to be the same amount for consecutive months.

iii. Correspondence

Mayor Fergusson explained that the correspondence under discussion was a response to a letter she had sent to MLA J. MacDonald regarding oil sands tailings and downstream impacts on the Slave River Delta.

She noted that, while the response letter did not explicitly state it, MLA McDonald advised her to follow up with the Honourable Julie Dabrusin, Minister of Environment and Climate Change Canada. Acting on that advice, Mayor Fergusson forwarded the same letter and information to the federal minister.

She explained that she elevated the matter in this way to strengthen the message and increase its impact, noting that a larger and more unified voice would be beneficial. She indicated that this was the reason for the delay in bringing the matter forward further.

Cr. Benwell referenced a letter received from Shari Olson regarding ice conditions. She expressed concern that the ice was not safe, particularly for figure skaters. While she noted uncertainty about the impact on hockey players, she emphasized that her primary concern related to safety issues for figure skating activities.

SAO Hood advised that an email was received at approximately 4:00 p.m. that afternoon, which had been forwarded to him by the Director. He noted that staff would be meeting with the facilities maintenance crews the following day to review the condition of the ice and discuss potential actions to improve safety. He indicated that once those discussions take place, any relevant updates or recommendations would be brought forward at the next meeting.

D/M Keizer referred to the item titled *Application of Multi Research* that was provided for information and noted that it was an interesting read. He asked for clarification on the Town's role in the research being conducted in the community, specifically whether the Town's involvement is limited to being informed or whether a report or other outcomes would be provided once the research is completed.



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Mayor Fergusson advised that the information was being shared for awareness purposes. She explained that this would allow the Town to respond appropriately if residents raised questions about being approached for information or research participation. She noted that having this information on hand would help confirm that the researchers are legitimately working in the community and clarify the process being used to collect information if inquiries arise.

D/M Keizer asked whether there is any requirement for the researchers to provide the Town with their findings once the study is completed, or whether there is no formal follow-up and the matter simply concludes at that point.

Mayor Fergusson referenced a previous visit by Spark, noting that they had presented to Council on initiatives focused on health sciences and encouraging youth to pursue careers in nursing and health care.

She explained that Spark continues to provide regular updates and keeps the Town informed through ongoing communication. She noted that a similar approach could be requested from the researchers conducting work in the community, adding that while the Town may not require formal research reporting, these groups can be more proactive in sharing information and updates if asked.

Cr. Couvrette noted that the Aurora Research Institute is currently the authoritative body in the Northwest Territories responsible for issuing research permits and that it has a fairly extensive consultation process. He explained that distributing letters such as these fulfills the Institute's consultation requirements.

He further noted that as Aurora College continues to mature and transition toward a polytechnic model, there has been ongoing discussion about the need to change the research permitting process. He suggested that future changes could help ensure the Territories retain greater ownership of, or at least receive more information from, research conducted within the jurisdiction.

Cr. Couvrette added that, at present, a significant portion of research conducted in the Territories concludes without any follow-up information being shared with communities, and expressed hope that this would improve as the process evolves.

c. Briefing Note: Appointment of Acting Mayor – February 25 – March 2, 2026

26-019

Moved by: Mayor Fergusson

Seconded by: Cr. Tuckey

That Council appoint Councillor Al Karasiuk as Acting Mayor for the period of February 25 to March 2, 2026, in accordance with Section 3 of Bylaw 902 – Council Procedures.

6 in favor, 1 abstained Motion PASSED

d. Briefing Note: Wood Buffalo Frolics Half-Day Civic Holiday

26-020

Moved by: Cr. Karasiuk

Seconded by: Cr. Benwell

That Council declare Friday, March 6, 2026, from 12:00 noon to 5:00 p.m. (Mountain Time) as the half-day civic holiday for the Wood Buffalo Frolics, in accordance with The Wood Buffalo Frolics Bylaw No. 1004.

PASSED



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- e. User Group Agreement – Slide Zone Shredderz Snowboard Club
 - For Information Only

Mayor Fergusson sought clarification regarding the use of the facility and the absence of a financial arrangement with the group occupying it. She asked whether the Town is not charging rental fees because the group is maintaining the aging facility and providing the Town with continued access.

She also clarified her understanding that the group has sole use of one portable, while the washroom facility remains accessible to the public at any time of day. She asked whether this arrangement explains why no rental fee is being charged for use of the space.

Director Howes explained that the arrangement is considered an in-kind relationship, as the group carries out a significant amount of maintenance and grooming of the facility. She clarified that washroom access is available to the group during their scheduled events and to the public when the Town is hosting events at the site. Outside of those times, the washroom facility is to remain locked unless an event is taking place. She noted that this is why the group is required to notify the Town in advance when they will be using the facility.

Mayor Fergusson sought clarification regarding summer time usage. Director Howes advised that during the summer months the facilities are generally closed. She noted that they may be opened on occasion when the nearby ball diamonds are in use.

- f. Support Request – NWT Snowboard Association Territorial Competition

26-021

Moved by: Mayor Fergusson

Seconded by: Cr. Karasiuk

That Council approve the in-kind amount of \$1,768.61 for the provision of tables, chairs, sound equipment, two recreation support staff, a garbage dumpster, and a temporary road closure and blockage of Marine Drive (from Mills St to Wapiti St) from 9:00 a.m. to 5:00 p.m. on February 27th 28th & March 1st, 2026., in support of the NWT Snowboard Association Territorial Competition.

PASSED

- g. SAO Report

SAO Hood provided a formal update on recent and upcoming financial and operational activities.

He advised that the 2026 budget, which Council passed in January, was the result of a highly collaborative and detailed process. Over a two month period, directors met weekly to review the budget line by line, justify requested increases, and identify areas for potential reductions. He emphasized that this was a thorough and cooperative effort among directors and expressed appreciation for the significant work and collaboration involved in preparing the budget.

With the budget now approved, SAO Hood advised that the next step is a review of the consolidated rates and fees bylaw. Certain fee increases were identified during the budget process, and staff will begin reviewing the bylaw to confirm where adjustments are required. This review will also include comparing last year's actual revenues against projected revenues to determine whether expectations were met. Where shortfalls are identified, fee increases may be proposed.

He noted that increases have already been identified for ambulance fees and within the environmental budget, specifically a projected shortfall that will require an increase of



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approximately 2.5 percent to the solid waste levy. He advised that this increase would amount to less than \$20 per year but is necessary to balance the budget. Staff will begin this work immediately, with the consolidated rates and fees bylaw expected to be brought forward at the first Council meeting in March.

SAO Hood further advised that once the adjusted assessment roll is finalized, the appeal period has concluded, and the Board of Revision has been held, staff will bring forward the mill rate bylaw. This is anticipated in late April or early May. He noted that due to earlier assessment notice errors, the timing for issuing tax notices may be slightly later than last year, possibly by up to two weeks, but staff expect tax notices can still be issued by mid-May.

He also advised that a capital budget will be brought forward within the next month for Council's consideration. This year, the proposed approach will place greater emphasis on addressing infrastructure repair and maintenance needs rather than focusing primarily on new projects. The intent is to address deficiencies where operating and maintenance budgets have not been sufficient over time.

As part of this work, SAO Hood has asked directors to identify critical components within their facilities and operations and to consider stocking replacement parts for essential equipment. This approach is intended to reduce service disruptions, facility closures, and delays caused by equipment failures.

SAO Hood also advised that, in response to concerns about lead found in drinking water in Yellowknife, the Town will be conducting water sampling in all municipal facilities over the next month. He noted that treated water samples in Fort Smith have never shown the presence of lead, as testing already includes lead and other heavy metals. However, the additional sampling is being undertaken as a precaution. Any anomalies identified will be reported to Council, along with actions to address them.

Finally, SAO Hood noted that a list of ongoing capital projects was included in the report. He advised that while some of these projects have already been mentioned by directors, more detailed updates on each project will be provided at the next meeting to outline their status and progress.

D/M Keizer referenced a project discussed the previous year related to replacing water meters. He recalled that during his own installation, the contractor arrived with an incorrect pipe size and advised that they would return, but that follow up did not occur. He asked whether the water meter replacement project is still included in the current project plans and requested an update on its status, noting that he was unsure whether his own meter replacement had been completed.

SAO Hood advised that the water meter replacement project was not one of the items handed over during the transition from the previous SAO. He noted, however, that there are still locations where older water meters remain in place and are not operational. He stated that he would follow up with the Water Plant to determine whether the project is still ongoing. He also noted that the contractor undertaking the work had encountered some issues and confirmed that he would follow up with them as well.

Cr. Karasiuk suggested that an update on the town hall building needs assessment be included alongside other project updates. He noted that while the report references the Protective Services design retrofit, he would like to see an update on the status of the RFP related to assessing the suitability and viability of the current town hall building. He asked whether that update could be included with the other project updates for clarity and completeness.



Council of the Town of Fort Smith
February 3, 2026 @ 7:00 PM

SAO Hood advised that the item would fall under the Protective Services building design and would be tracked within that project. He explained that the design work is dependent on the outcome of the town hall building viability and needs assessment. He noted that if Council decides to retain and expand the existing town hall, the Protective Services building design could proceed as a standalone project. However, if a combined facility is pursued, the design would reflect that approach. For the time being, he indicated that the two items will be kept together until a determination is made on whether they should proceed as separate projects.

D/M Keizer noted that he had heard an informal discussion about the former Federal Building potentially being used as a future town hall. He asked whether this option was being considered as part of the assessment process or whether the comments were simply speculative.

SAO Hood advised that he is not aware of any intention for the Town to take over the former federal building. He confirmed that he has not been involved in any discussions or plans related to that possibility.

8. COUNCIL BUSINESS

a. Bylaws and Policies

b. Mayor and Council Round Table

i. Cr. Benwell had nothing to note.

ii. Cr. Heaton was excused.

iii. Cr. Karasiuk noted that he assisted with the territorial volleyball tournament in Yellowknife and wished to recognize the Fort Smith athletes and coaches who participated. He noted that the teams represented Fort Smith well and did the community proud.

iv. Cr. Bathe was excused.

v. D/M Keizer reminded Council that the NWT Association of Communities AGM is upcoming and will be hosted in Yellowknife. He advised that he will be attending as the Town's representative on the board. He noted that preparations are underway, including a recent meeting to review past matters, and advised that interest in the trade show has been strong, with additional space added due to high demand. He expressed optimism that it will be a successful AGM year.

vi. Mayor Fergusson advised that she attended a strategic planning session held on Saturday for the museum, which involved the museum board and focused on their plans for the next five years.

She noted that while she is not a member of the museum or its board, she attended on behalf of the Town to provide input and participate in the discussion. Mayor Fergusson stated that the session resulted in a strong strategic plan and expressed confidence in the museum's staff and board, describing them as a dedicated and passionate group.

vii. Cr. Tuckey had nothing to note.



Council of the Town of Fort Smith February 3, 2026 @ 7:00 PM

- viii. Cr. Cox advised that there were several upcoming board and community meetings of note. He mentioned that the Fort Smith Animal Shelter has scheduled its AGM for March 2 and encouraged anyone interested in supporting the shelter to attend, noting that the organization is seeking additional board support. He added that he would not be in town to attend.

Cr. Cox also noted that he attended public meetings hosted by the Fort Smith Airport Authority related to the development of a 20-year airport plan. He clarified that he attended in a personal capacity rather than as a councillor, but shared input focused on supporting general aviation, small aircraft access, and tourism, with the goal of making Fort Smith more accessible and attractive to visitors.

- ix. Cr. Couvrette raised concerns about a recent Public Utilities Board ruling related to the Northwest Territories Power Corporation that approves a rate increase for electricity. He noted uncertainty around the details of the increase, particularly a potential rider applied to the local hydro system, and advised that a consultant is reviewing the decision to clarify its duration, purpose, and cost recovery rationale.

He expressed strong concern that ratepayers should not bear excessive costs resulting from poor project management, especially given Fort Smith's reliance on hydro power. He advised that, through the NWT Association of Communities, a resolution is being considered that would call for the Auditor General of Canada to conduct a comprehensive audit of the Power Corporation.

9. PROCLAMATIONS

10. DATE OF NEXT COUNCIL MEETING

| | |
|---|---|
| Regular Meeting of Council (Community & Municipal) | February 17 th , 2026, @ 7 pm, chaired by Cr. Benwell |
| Regular Meeting of Council (Protective & Corporate) | March 3 rd , 2026, @ 7 pm chaired by Cr. Karasiuk |

11. EXCUSING OF COUNCILLORS

26-022 **Moved by: Mayor Fergusson**
 Seconded by: D/M Keizer

That Cr. Heaton and Cr. Bathe be excused from the Regular Meeting of Council on February 3rd, 2026.

PASSED

12. QUESTION PERIOD

A short discussion took place regarding the proposed new fire centre.

13. ADJOURNMENT

26-023 **Moved by: Cr. Karasiuk**
 Seconded by: Cr. Tuckey

That the meeting be adjourned at 8:18 pm.



Council of the Town of Fort Smith
February 3, 2026 @ 7:00 PM

Minutes adopted this 17th day of February 2026.

Dana Fergusson
Mayor

Certified Correct by Jim Hood
Senior Administrative Officer



REPORT TO COUNCIL

Fort Smith
NORTHWEST TERRITORIES

Community Services
Community Services Monthly Report

Date: February 17th, 2026

RECOMMENDATION:

The council of the town of Fort Smith accepts the community services monthly report for January 2026 as presented.

BACKGROUND

Recreational Programming

January was a fun and exciting month to kick off the new year. Our facilities saw strong participation across all programs, and community involvement remained steady and encouraging.

We were pleased to partner with MACA to host Canada's National Ballet School for a full day of creative movement workshops at the Recreation Centre. Those involved were truly appreciative of the opportunity, and the feedback received was very positive. Participants were impressed with the caliber facilitation and its adaptivity to all levels of skill and participation. Although several community members missed the event due to an out-of-town tournament, many still expressed strong interest and encouraged us to continue offering this as a yearly event for families and all ages.

Youth Night continued to be a consistent and welcoming program for our youth. Attendance remained steady, and the program continues to encourage inclusion and acceptance for all youth.

Youth have been actively providing input to youth workers, and many look forward to Youth Night each Friday and Saturday. We are excited to continue building this momentum for the remainder of the year.

Curling and Winter Sport Centre

Curling numbers remained steady throughout January. The club is now gearing up for the 2026 NWT Men's and Women's Senior Championship Games in February, and excitement is building as we move closer to the event. The curling lounge remains one of the most utilized booking spaces available in the community center.

Recreational Programming Schedule & Statistics

Community & Recreation Centre Gymnasium Winter 2025-2026 SCHEDULE



| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|--|--|---|--------------------------------|--|--|--|
| Parents & Tots 10:00 - 12:00 | Parents & Tots 10:00 - 1:00 | Parents & Tots 10:00 - 12:00 | Parents & Tots 10:00 - 1:00 | Parents & Tots 10:00 - 1:00 | Parents & Tots 10:00 - 12:00 | |
| | | | | | Rental 1 12:30 - 1:30 | Rental 1 12:30 - 1:30 |
| Senior Pickleball 1:30 - 3:00 | Senior Walking 1:00 - 2:00 | Senior Pickleball 1:30-3:00 | Senior Walking 1:00 - 2:00 | ASCP 1:00 - 5:00 | Rental 2 2:00 - 3:00 | Rental 2 2:00 - 3:00 |
| ASCP 3:00 - 5:00 | ASCP 3:00 - 5:00 | ASCP 3:00 - 5:00 | ASCP 3:00 - 5:00 | | Rental 3 3:30 - 4:30 | Rental 3 3:30 - 4:30 |
| Youth Drop-In 5:15 - 6:45 | Futsal U12 & U16 5:00 - 8:00 | Youth Drop-In 5:15 - 6:45 | Youth Drop-In 5:15 - 6:45 | | Youth Drop-In 5:15 - 6:15 | Futsal U12 & U16 5:30 - 8:00 |
| Open 18+ Women's Volleyball 7:00 - 8:30 | | Girls Volleyball (ages 12 - 16) 7:00 - 9:15 | Archery 7:15 - 8:30 | Drop-in Pickleball 6:30 - 8:00 | Badminton 6:00 - 7:00 | |
| Open 18+ Womens Drop-in Sports 8:30 - 9:45 | Volleyball (13 & up) 8:00 - 9:45 | | Volleyball 8:30-9:45 | Youth Night (ages 12 - 18) 8:00 - 11:15 Doors closes at 10:00 | Youth Night Volleyball (ages 12-18) 8:00-9:30 | Volleyball (13 & up) 8:30 - 9:45 |
| | | | | | Youth Night (ages 12-18) 9:30-11:15 Doors closes at 10:00 | |



REPORT TO COUNCIL

| Town of Fort Smith Community and Recreation Centre Stats | | | | |
|--|-----------------------|-----------------------|--------------------------|-----------------------|
| Jan/2026 | | | | |
| Fort Smith Community and Recreation Centre | Dec 2025 Sessions | Dec 2025 Participants | Jan 2026 Sessions | Jan 2026 Participants |
| Squash | Operational days 30.5 | 65 | Operational days 30.5 | 45 |
| Pete's Gym | Operational days 30.5 | 900 | Operational days 30.5 | 1174 |
| Senior Lane Swim | 29 | 92 | 22 | 64 |
| Public Swim | 18 (2 UNW/60) | 261 | 22 (2UNW/58)(3Parks/111) | 461 |
| Public Lane Swim | 35 | 89 | 45 | 145 |
| Parents & Tots Swim | 19 | 16 Parents; 19 Tots | 22 | 48 Parents; 41 Tots |
| Daycare Swim | 5 | 83 | 8 | 101 |
| ASCP Swim | 5 | 121 | 8 | 227 |
| JBT | 1 | 12 | 3 | 33 |
| Pool Rentals | 2 | 11 | 8 | 69 |
| Lifeguard Training -First Aid/Bronze Cross | 0 | 0 | - | - |
| Zumba (Marie is injured) | 0 | 0 | 0 | 0 |
| NLMCC | - | - | - | - |
| Active Aging/Senior Walking | 2 | 2 | 4 | 13 |
| Table Tennis | 1 | 6 | 0 | 0 |
| Drop-in soccer/Futsal | 9 | 48 | 8 | 64 |
| Drop-in Volleyball/Jr Girls Volleyball | 14 | 153 | 15 | 138 |
| 18+ Women's Volleyball/18+ Drop-In | 4 | 13 | 4 | 8 |
| Drop-in Badminton | 3 | 24 | 4 | 29 |
| Women's Squash League | 3 | 22 | 4 | 8 |
| GNWT meeting | - | - | 1 | 6 |
| Family Drop-in Sports | 3 | 22 | 4 | 38 |
| Open Squash League | 3 | 22 | 4 | 12 |
| Parents & Tots Gym | 26 | 162 Parents; 344 Tots | 26 | 114 Parents; 213 Tots |
| Gym Rentals | 12 | 134 | 19 | 292 |
| Pickleball | 9 | 35 | 13 | 81 |
| Girl Guides | 2 | 20 | 4 | 31 |
| Youth Night/Youth Night Volleyball | 10 | 130 | 13 | 124 |
| Youth Drop-In | 14 | 138 | 17 | 121 |
| AA | 7 | 43 | 9 | 44 |
| Healthy Families | 3 | 41 | 3 | 34 |
| Cooks N' Books Jan 15 | - | - | 1 | 15 |
| Crib Night | 3 | 22 | 4 | 2 |
| Yoga | 4 | 15 | 7 | 21 |
| New Year's EVE Party | 1 | 158 | - | - |



REPORT TO COUNCIL

Fort Smith
NORTHWEST TERRITORIES

Community Services
Community Services Monthly Report

Date: February 17th, 2026

| | | | | |
|--------------------------------|------|------|------|------|
| Senior Christmas Dinner | 1 | 97 | - | - |
| Christmas Movie/Game night | 2 | 7 | - | - |
| Curling | 20 | 122 | 26 | 65 |
| PWK Fire drill | 1 | 115 | 1 | 96 |
| Health Centre Christmas Dinner | 1 | 50 | - | - |
| NWT Literacy | 2 | 2 | - | - |
| CRC Daily Total | 30.5 | 4837 | 30.5 | 5188 |

Comments:

| Fort Smith Centennial Arena | Dec 2025 Sessions | Dec 2025 Participants | Jan 2026 Sessions | Jan 2026 Participants |
|-----------------------------|-------------------|-------------------------|-------------------|-------------------------|
| Figure Skating | 33 | 389 on-ice, 239 off-ice | 51 | 591 on-ice, 427 off-ice |
| Minor Hockey | 27 | 432 on-ice, 231 off-ice | 40 | 627 on-ice, 505 off-ice |
| Old Timers Hockey | 5 | 145 on-ice, 23 off-ice | 8 | 173 on-ice, 21 off-ice |
| Women's Hockey | 8 | 114 on-ice, 11 off-ice | 12 | 216 on-ice, 16 off-ice |
| Rec Hockey | 6 | 98 on-ice, 29 off-ice | 7 | 103 on-ice, 24 off-ice |
| Public Skating | 3 | 29 on-ice, 28 off-ice | 2 | 9 on-ice, 2 off-ice |
| Family Skating | 3 | 57 on-ice, 08 off-ice | 4 | 24 on-ice, 3 off-ice |
| Parents & Tots | 2 | 10 on-ice, 1 off-ice | 3 | 10 on-ice, 9 off-ice |
| Rentals | 10 | 97 on-ice, 19 off-ice | 5 | 55 on-ice, 10 off-ice |
| Youth Shinny | 2 | 15 on-ice, 22 off-ice | 1 | 1 on-ice, 0 off-ice |
| Fury Invitational | | | 12 | 366 on-ice, 219 off-ice |
| Figure Skating Event | | | 8 | 68 on-ice, 41 off-ice |
| PWK Winter Classic | 3 | 59 on-ice, 134 off-ice | | |
| Christmas Classic | 27 | 583 on-ice, 384 off-ice | | |

Comments:

| Fort Smith Child Care | Dec 2025 Sessions | Dec 2025 Participants | Jan 2026 Sessions | Jan 2026 Participants |
|-----------------------|-----------------------------|----------------------------------|-----------------------------|----------------------------------|
| Summer Camp | 15 | 389/450 | 20 | 517/600 |
| Daycare | 15 | 16FT; 2HT; 1FTI; 0 Drop-Ins (HD) | 20 | 16FT; 2HT; 0FTI; 2 Drop-Ins (HD) |
| <u>Comments:</u> | FTI is for Full-Time Infant | | FTI is for Full-Time Infant | |



REPORT TO COUNCIL

Fort Smith
NORTHWEST TERRITORIES

Community Services
Community Services Monthly Report

Date: February 17th, 2026

Fort Smith Centennial Arena

The arena continued to see strong activity throughout the month. As always, our community demonstrated great support for ice time, with consistent attendance and active participation from user groups.

A major highlight was the Women’s Hockey Tournament, which brought an incredible sense of team spirit and excitement to the arena all weekend. While we did not bring home gold this year, Team Delaney proudly secured 3rd place, and their efforts were enthusiastically supported by spectators and fellow teams alike.

Figure skating also hosted a skating clinic this month, creating meaningful engagement between new and returning participants. The clinic fostered a positive learning environment and helped build both confidence and continued interest in the program.

During the month, we also received community feedback regarding the quality of our ice conditions. We took this feedback seriously and acted immediately, closing the arena for a day to focus specifically on improving the ice surface. Resources have been redirected to ensure dedicated attention and detail are given to arena operations, and we are committed to maintaining ice conditions that meet the high standard our community expects and deserves for the remainder of the season.

Fort Smith Centennial Arena 2025-2026 SEASON SCHEDULE



| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | |
|--|-------------------------------|--|-----------------------------------|------------------------------------|--|-------------------------------|-------------------------|
| | | | | | OPEN @ 9:45AM | | |
| | | | Parents & Tots (10:30 - 11:30) | | MH U9/U11 (10:05 - 10:55) | | |
| | | | | | MH U13/U15 (11:10 - 12:00) | | |
| | | | | | MH Girls All Divisions (12:15 - 1:05) | OPEN @ 13:00PM | |
| | | | | | Family Skate (1:20 - 2:00) | Family Skate (1:00 - 2:15) | |
| | | | | | Public Skate (2:00 - 2:45) | | |
| Opens at 3:30pm each Weekday | | | | | | Rental 1 (3:00 - 3:45) | Rental 1 (2:30-3:15) |
| StarSkate (4:00-5:00) | StarSkate (4:00-5:00) | StarSkate (4:00-5:00) | StarSkate 3+ (4:00-5:00) | StarSkate (4:00-5:15) | Rental 2 (4:00-4:45) | Rental 2 (3:30-4:15) | |
| Sr Canskate (5:15-6:00) Pre-Canskate (5:30-6:00) | Powerskating (5:00-6:00) | Sr Canskate (5:15-6:00) Pre-Canskate (5:30-6:00) | StarSkate 1 & 2 (5:00-6:00) | Sr Canskate (5:30-6:15) | Youth Shinney (5:00-5:45) | Rental 3 (4:30-5:15) | |
| Canskate 6:15-7:00 | MH U7/U9 (6:15-7:05) | Canskate 6:15-7:00 | MH U7/U9 (6:15-7:05) | PS Adult/Teen Skate (6:15-7:00) | Rental 3 (6:00-6:45) | MH U18 (5:45-6:35) | |
| MH U11 (7:15-8:05) | Women's Hockey (7:20-8:50) | MH U11 (7:15-8:05) | Old Timers (7:20-8:20) | Women's Hockey (7:15-8:45) | | Women's Hockey (7:00-8:30) | |
| MH U13/U15 (8:20-9:10) | | MH U13/U15 (8:20-9:10) | MH U18 (8:35-9:25) | | | | |
| Old Timers (9:25-10:25) | MH U18 (9:05-9:55) | Rec Hockey (9:25-10:40) | | Rec Hockey (9:00-10:15) | | | |
| Closes 30min after Last Ice Time | | | | | | | |

Aquatics

In January, aquatic operations remained stable, with the pool open 100% of scheduled days throughout the month. The hot tub was available for 55% of the days. As with previous reporting, any partial-day closures are recorded as closed for statistical purposes. A permanent notice has been implemented on the Recreation Centre Facebook page to communicate pool and hot tub status, and staff are working to update this information in real time to ensure the public remains informed. We have been receiving positive feedback of this method, and noticeably less confusion around available amenities. We are always working on developing channels of communication outside of social media to ensure all our community members have access to amenity statuses.

Staffing levels have significantly improved. All aquatic staff positions have now been filled and onboarded, and for the first time in recent months, the facility did not experience any closures due to staffing shortages.



REPORT TO COUNCIL

Fort Smith
NORTHWEST TERRITORIES

Community Services
Community Services Monthly Report

Date: February 17th, 2026

Promotional efforts for Wubit Nights generated strong community interest. Feedback indicates demand for weekend availability, and the plan is to install the Wubit once per month on a weekend following the pool's full reopening to further expand recreational opportunities.

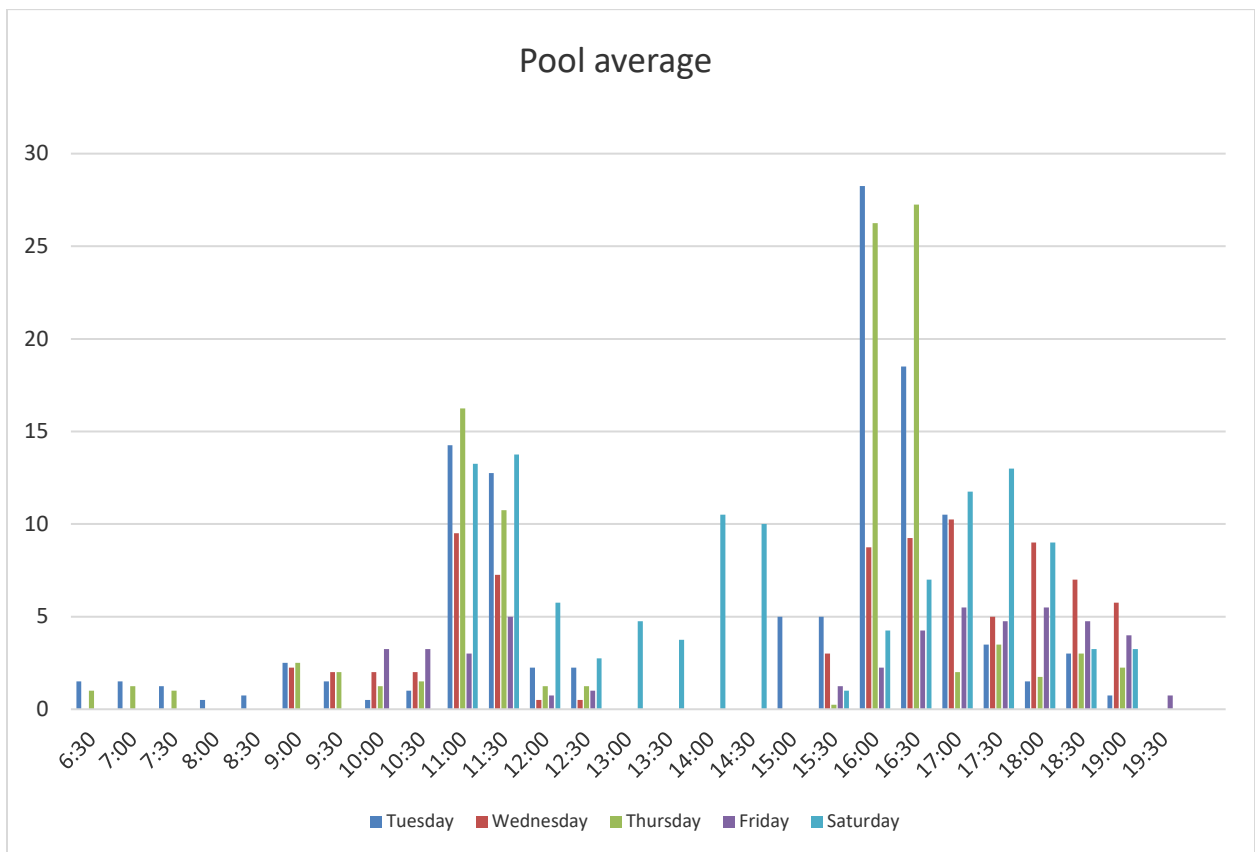
Progress continues toward reinstating swimming lessons. The earliest available Swim Instructor Course has been secured for May. If completed as planned, this will allow swimming lessons to resume in June.

With funding support from NWT Parks and Recreation, three free public swim sessions were offered on December 29, 30, and 31, providing additional accessible recreation opportunities for residents during the holiday period.

William Schaefer Memorial Swimming Pool

2025/2026 WINTER SCHEDULE

| Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|---------------------------------------|--|--|--|--|--|---------------|
| CLOSED | Public Lane (6:30-8:00) | | Public Lane (6:30-8:00) | | | CLOSED |
| | Public Lane (9:00-11:00) | Public Lane (9:00-11:00) | Public Lane (9:00-11:00) | PUBLIC LANE (10:00-11:00) | RENTAL (10:00-11:00) | |
| | Senior Swim / Parent & Tot (11:00-11:50) | Senior Swim / Parent & Tot (11:00-11:50) | Senior Swim / Parent & Tot (11:00-11:50) | Senior Swim / Parent & Tot (11:00-11:50) | Senior Swim / Parent & Tot (11:00-11:50) | |
| | Public Lane (12:00-1:00) | Public Lane (12:00-1:00) | Public Lane (12:00-1:00) | Public Lane (12:00-1:00) | Public Lane (12:00-12:50) | |
| | | | | | RENTAL (1:00-2:00) RENTAL (2:00-3:00) | |
| | Public Swim (3:30-7:30) | Public Swim Wubit night (3:30-7:00) | Public Swim (3:30-7:30) | Public Swim (3:30-7:30) | Public Swim (3:00-7:30) | |

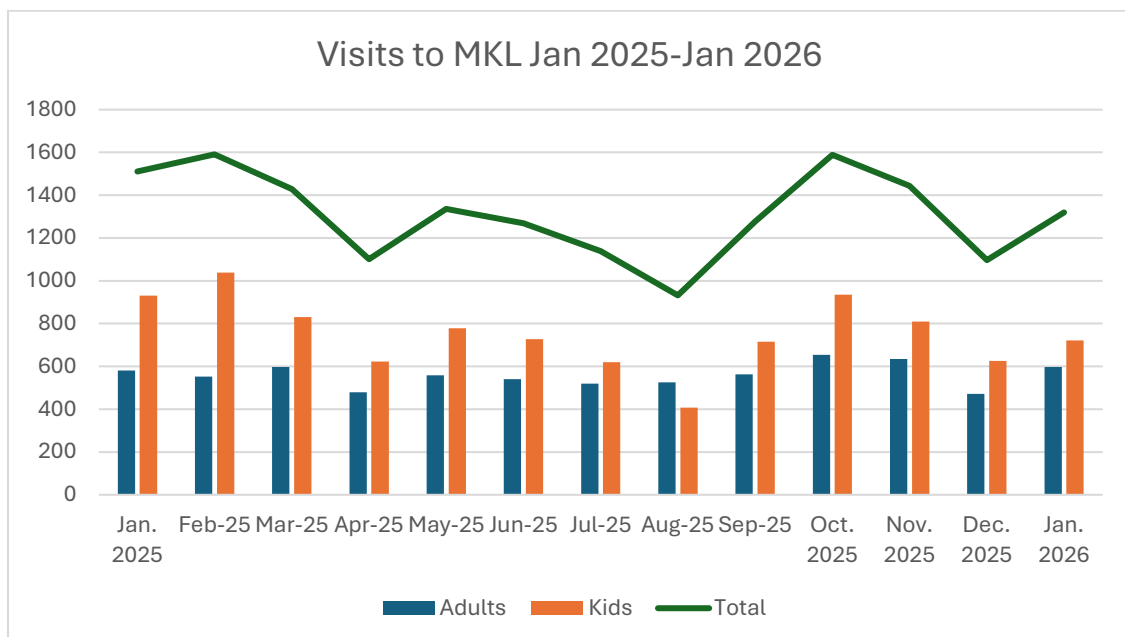
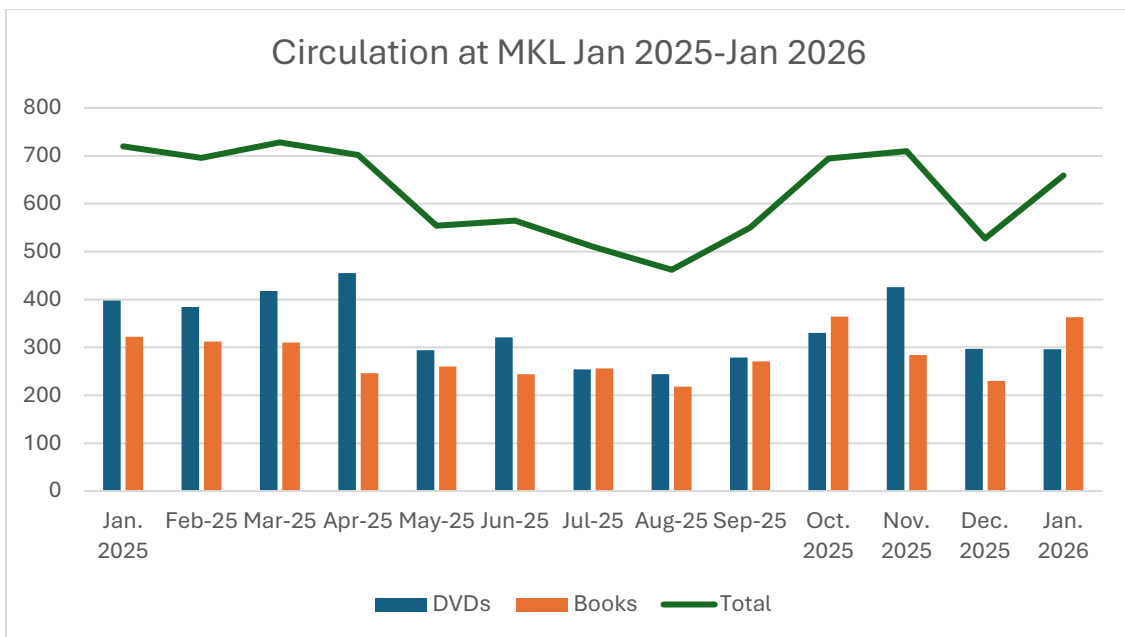


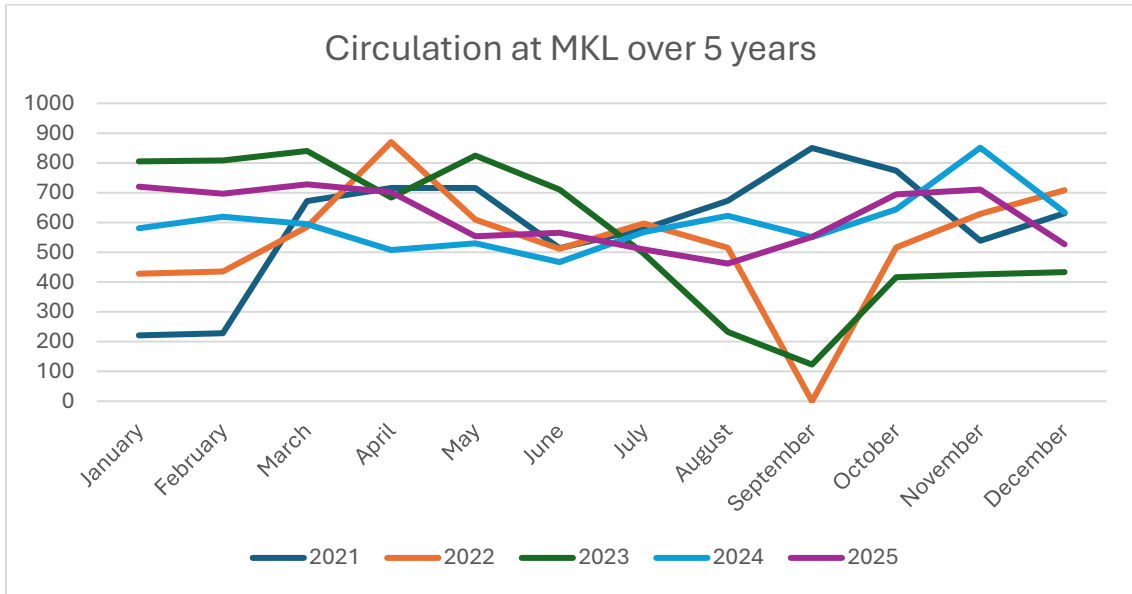
Mary Kaeser Library

The Mary Kaeser Library resumed regular programming following the winter holiday break. Teen Night continues to see strong engagement, offering a variety of activities including cooking sessions, movie nights, and most recently, a Roblox tournament. These initiatives have supported ongoing youth participation and positive use of the facility during evening hours.

Adult and family programming remains active. Cooks and Books hosted a “Favourite Recipe” themed evening, encouraging community engagement through shared culinary interests. The Crochet Along series also launched at the end of the month and has been well-received. Core programming such as Storytime and Curious Creators Club continues to demonstrate consistent attendance, with participation anticipated to grow as winter programming progresses.


Looking ahead, staff are preparing for February initiatives, including a partnership with CBC to support and showcase Team Canada during the 2026 Milano Cortina Winter Olympics. The library will host featured viewings, providing residents with an opportunity to gather, participate, and show their support for Team Canada.






Mary Kaeser Library
February 2026

HOURS
 Monday: 10:00-7:00
 Tuesday: 12:00-7:00
 Wednesday: 10:00-7:00
 Thursday: 12:00-7:00
 Friday: 12:00-7:00
 Saturday: 12:00-6:00
 Sunday: 12:00-4:00



867-872-0362
 library@fortsmith.ca
 2nd Flr Community & Rec Centre
 facebook.com/MaryKaeserLibrary

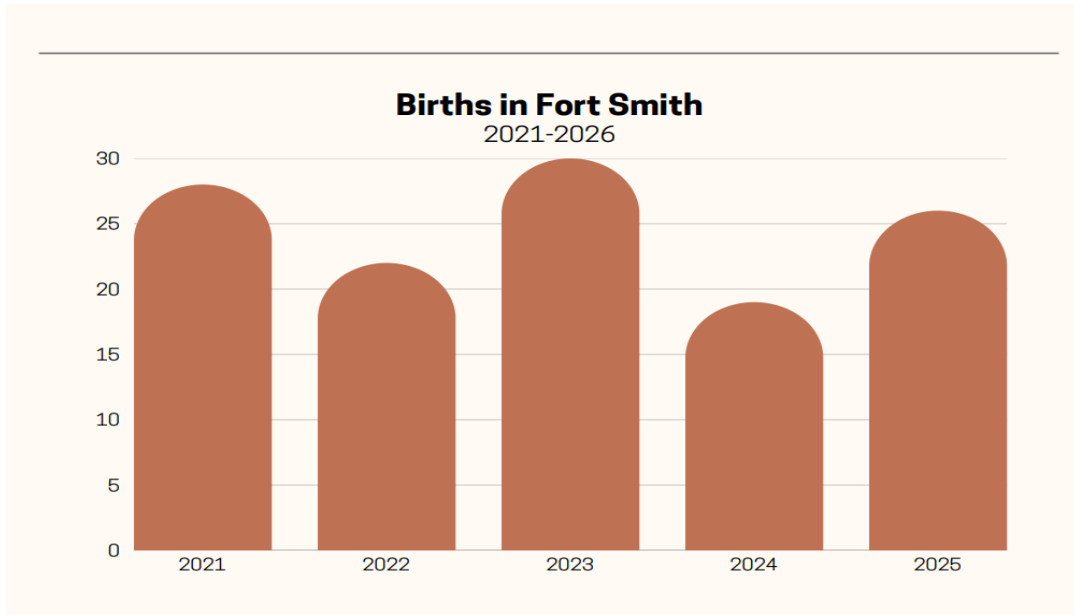
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|--------------------------------|---|--|---|---|---|
| 1 | 2 Storytime 10:30-11:30 | 3 | 4 Teen Night Cooking: Pizza 7:00-9:00 | 5 Crochet Along Drop in 7:00-9:00 | 6 Curious Creators Club Origami 3:30-4:30 | 7 |
| 8 | 9 Storytime 10:30-11:30 | 10 | 11 | 12 Cooks & Books Mexican DIY Tortillas 7:00 | 13 Curious Creators Club Olympics Art 3:30-4:30 | 14  |
| 15 | 16 Storytime 10:30-11:30 | 17 | 18 Teen Night Movie Night 7:00-9:00 | 19 | 20 Curious Creators Club Firework art 3:30-4:30 | 21 |
| 22 | 23 Storytime 10:30-11:30 | 24 Teen Books 4:00-5:00 Author Talk Daniel Allaire 7:00 pm | 25 Kids' book club 3:30-4:30 Teen Night Glow Nerf Battle 7:00-9:00 | 26 Crochet Along Lesson 7:00-9:00 | 27 Slime Club 3:30-4:30 | 28 |

Childcare

Daycare

The Daycare program also reopened on January 5 following the holiday closure. The preschool program is currently operating at full capacity. The infant care program has six spaces available at this time. Overall demand remains high, with 15 children on the waitlist, including several infants who are not yet developmentally ready to begin care. According to data provided by the local Midwifery Program in Fort Smith, there are currently 15 births scheduled for 2026. This indicates continued demand for childcare services in the community and reinforces the importance of ongoing capacity planning.





Daycare staff continue to demonstrate a strong commitment to quality daily programming. All current staff have completed the Early Childhood Essentials Course provided by ECE. One Primary Care Worker is receiving financial support from the Town while pursuing her ECE certification through Aurora College. In addition, all staff maintain current Food Safety certification, and one Primary Care Worker has further enhanced her professional development through American Sign Language (ASL) training. While financial support for education and professional development remains available, encouraging staff to pursue further post-secondary training continues to be a challenge. Administration will continue to explore strategies to better support and motivate the childcare team in advancing their qualifications and professional growth.



ASCP

The After School Care Program resumed operations on January 5 following the holiday closure. The program is currently operating at full capacity and welcomed two new participants this month. Demand remains strong, with a current waitlist of 10 children. Outdoor recreation continues to be a priority, with participants spending as much time outside as weather conditions permit. The sliding hill adjacent to the Recreation Centre has been particularly popular. The group has also benefited from access to the aquatic facility, attending swimming sessions twice per week. Staffing capacity has been strengthened with the hiring of a new casual assistant - one of the lifeguards, beginning in February. This cross-training approach will allow us to retain staff by providing hours within ASCP until full aquatic operations resume, while also enhancing overall program flexibility.



REPORT TO COUNCIL

Fort Smith
NORTHWEST TERRITORIES

Community Services
Community Services Monthly Report

Date: February 17th, 2026

Weekly & Weekend Lineups Continue to top Social Media engagement.



ETDO prepares activity highlights twice a week. Morning on Monday for the week (Monday-Thursday) and morning on Friday for the weekend (Friday – Sunday).

Local organizations are encouraged to email with events they would like to publish, but mostly ETDO scrapes information from the Community Bulletin boards or directly from local organization channels.

The post to the left has 2,400 views from 1,200 unique viewers, meaning that people are, on average, circling back to our Facebook page to seek out information again. These highlights are a consistent way for residents and visitors to find value in our social media.

The only challenge with this type of post is that, without being directly sent information, sometimes events are missed. Also, if an event is marketed by another organization on a Tuesday, it misses the Monday publishing. Cancelled events also throw another wrench in things. ETDO typically recreates & republishes each highlight 3 times with corrections.

Preparing for Summer

ETDO is prepping to hire 2 full-time summer students to work at the Visitor Information Centre. These staff start the week before May Long Weekend (May 11th) and work for 14-week contracts until August 17th, or they have to leave for school.

The job will be posted on March 2nd, 2026.

Property Assessment Marketing

ETDO was involved in marketing the open house (despite it being cut short). This included Facebook posts and a news post on our website.

[Property Assessments Vs. Taxes | Town of Fort Smith](#)



Budget

ETDO was also involved in sharing results of the budget [2026 Operations and Management Budget | Town of Fort Smith](#) Which made it on Cabin Radio. [Fort Smith approves \\$14M budget for 2026](#)

An infographic explaining the breakdown is in works between the ETDO, Corporate Services & SAO.

Capital Project Updates

1. **Centennial Arena Upgrades** – There are no updates at this time. With the season and scheduling now fully underway, this project is not expected to proceed this year. It is recommended that planning resume early next construction season.
2. **William Schaefer Memorial Pool Partial Retrofit** – Most project components have been completed. The electronically controlled valve parts are already on-site at the pool and scheduled for installation during the next annual shutdown. Remaining work includes repairs to the steam room and replacement of the variable frequency drive (VFD) for the air handling unit, which is still pending delivery. The Director of Municipal Services will continue to oversee the project until it is fully completed.
3. **CRC Signage** – Interior signage for the CRC has been successfully installed, and we have received positive feedback regarding improved wayfinding throughout the facility. Additional areas requiring further signage continue to be identified. The Economic & Tourism Development Officer (ETDO) and the Recreation & Special Events Coordinator are collaborating on the final stages of this project, including the installation of a large-scale welcome sign on the second-level balcony to ensure a cohesive and welcoming presentation. The signage has been ordered and will be installed in the coming weeks.

Prepared by:
Director of Community Services
Lauren Howes
Date: February 12, 2026

Reviewed By:
Senior Administrative Officer
Jim Hood
Date: February 12th, 2026

RECOMMENDATION:

That the Council of the Town of Fort Smith accepts the municipal services monthly report as presented.

CAPITAL PROJECTS

Sidewalk repair and improvements – No new updates for this report.

Garbage Truck – Work is continuing with the development of the new waste collection system for the community. The Garbage truck has been ordered, and we are waiting for updates on exact delivery dates. We are finalizing the number of garbage containers we require and a collection list to ensure they are RFID stamped.

Ice Resurfacers Replacement – No new updates for this report.

Crosswalk lights – No new updates for this report.

Main lift station – No new updates for this report.

Landfill Expansion – AECOM has presented draft design drawings for the new cells and landfill cover, is finalizing the grading plan and cover details, and is targeting 95% design and cost estimate submission by February 27, 2026, with the final RFP package expected by March 27, 2026; the current schedule anticipates that landfill capping and new cell construction can proceed at the same time, with a June 2026 construction start considered reasonable.

Water licence renewal – No new updates for this report.

Water Tower Truck Fill Station – We are finalizing the plan with the contractor on hose locations and will complete this once we review the design.

The old chipper plant demolition – No new updates for this report.

Raw Water Intake – To be completed next summer season.

Fire Hydrant Replacement – To be completed next summer season.

Pool upgrade/repairs – To be completed during the next annual shutdown for maintenance.

Skid Steer Replacement (evergreen) – To be done in late fall, early winter.

PUBLIC WORKS

During this period, Public Works crews have been actively engaged in extensive snowplowing operations due to the significant amount of snowfall received. Snow hauling has been a challenge, as crews have had to rely on flat decks in place of tandem dump trucks, which are currently out of service. In addition, the main sander module stopped working, and staff have been utilizing a backup sanding unit while waiting for the replacement part to arrive. Christmas lights have been taken down and stored for the season, and regular duties such as sanding, pump-outs, and garbage collection have continued as scheduled.

WATER PLANT

1. Neptune Meter Reader Upgrade

No new updates for this report.

2. PLC and SCADA Communication Issues

Has been repaired.

3. Frontier Pump Station

No new updates for this report.

4. Primrose Lift Station

No new updates for this report.

5. Tamarac Pump Panel

No new updates for this report.

6. Filter 3 – Major Repair Needed

Briefing note in the package.

The Water and Sewer Department operated somewhat short-handed through the first half of the month; however, staff continued to maintain core services, including extensive hydrant shovelling to ensure access and reliability. The caustic pump that had been out of service was repaired and placed back online, improving treatment reliability. Joel has been dedicating time to studying for his Water Treatment Plant Operator Level 3 certification, supporting ongoing operational capacity and succession planning. The PLC work at both the water tower and the raw water intake has now been completed, and both systems are functioning properly. Time was also spent reviewing lead testing requirements, and a compliant test has been ordered and prepared, with this work remaining ongoing. Pump 1 at the tower was carefully disassembled and reinstalled without damage and is now operating well, while similar work on Pump 2 will proceed once required parts have been obtained. In addition, a flushing plan for SRFN has been developed and is now being implemented. Overall, operations have remained stable and consistent, aside from these notable improvements.

FACILITY MAINTENANCE

The Town made it through the New Year period smoothly, with all ice plants running well throughout the month. All boilers operated properly except at Town Hall, where a temporary fuel shortage occurred. Facilities staff have continued to address daily work orders, primarily at the Recreation Centre. The Women's Hockey Tournament was successful and ran without issue. Pool shutdown work has begun, starting with the main pump repairs and progressing as planned. The air handling unit (AHU) parts have been shipped and will be installed upon arrival. A recent staffing issue resulted in some ice maintenance challenges at the arena, but the situation has since been resolved.



Briefing Note

To: Mayor and Council
From: Municipal Services
Date: February 17th, 2026
Subject: Filter #3 Refresh and Repair Project

PURPOSE:

To inform Mayor and Council of critical infrastructure failure at the Water Treatment Plant (Filter #3) and seek approval to proceed with Anthratech Western Inc. (AWI) for the filter refresh and underdrain system refurbishment project, including authorization of the associated capital costs of \$73,280 (plus GST).

BACKGROUND:

Historical Context

Filter #3 at the Town of Fort Smith Water Treatment Plant has exhibited gradual filter media loss to the clearwell since at least 2012. Initially, this loss was manageable and considered within normal operational tolerance. The water plant team successfully contained the issue for over a decade through regular monitoring and media replacement.

Recent Deterioration

Over the past year, the situation has escalated dramatically. Media loss has accelerated to critical levels, forcing Filter #3 offline to prevent continued contamination of the clearwell. Upon inspection and removal of the remaining filter media, water plant operators discovered that the underdrain system had suffered significant corrosion and failure. This is particularly unexpected given that both the filter tank and underdrain system are constructed of stainless steel, which should provide long-term durability.

CURRENT SITUATION:

Operational Impact

With Filter #3 offline, the water treatment plant's production capacity has been reduced by one-third (33%). This reduction creates several operational challenges:

- **Overtime Requirements:** Water plant staff are required to work extended hours on backwash days to meet daily production targets
- **Staffing Strain:** The facility operates additional shifts to maintain adequate water supply
- **Sustainability Concerns:** Operating with reduced capacity is not sustainable for year-round service delivery.

Critical Seasonal Requirement

Filter #3 is essential during the spring freshet period when water demand increases significantly. Currently, the facility would be forced to operate both remaining filters on a 24-hour basis during freshet until storage ponds are filled and operational. This creates operational risk and significant staff overtime costs.

Technical Assessment

The underdrain system failure appears to be a design weakness in the Eimco FlexScour system. Historically, the flume plates in this system have been inadequately designed, and this corrosion represents a known limitation of the original installation. The failure occurred despite the stainless-steel construction, suggesting inherent design flaws requiring reinforcement.

RECOMMENDED ACTION



Briefing Note

Proposed Solution

Water plant operations staff have consulted with Anthratch Western Inc. (AWI), the original builder and supplier of the underdrain system and filter media for the facility. AWI has provided a comprehensive proposal for Filter #3 refresh and repair, including:

1. Underdrain System Refurbishment

- a. Complete removal, cleaning, and inspection of laterals
- b. Installation of reinforcement bracing on flume cover plates
- c. Replacement of corroded fasteners and gaskets
- d. Installation of new flexible air hose and connections
- e. Comprehensive performance testing for uniform air distribution

2. Filter Media Supply and Installation

- a. Supply of new Puracite filter anthracite (610 mm depth)
- b. Supply of new filter sand (380 mm depth)
- c. Media specifications certified to NSF/ANSI 61 standards and AWWA B100 standards
- d. Professional installation using AWI's specialized slurry equipment

3. Project Services

- a. AWI Installation Specialist on-site for 5-6 consecutive 10-hour days
- b. Site mobilization and demobilization
- c. Equipment and safety coordination
- d. Comprehensive project completion report with baseline performance data

Timeline

1. **Mobilization:** AWI can commence work 3-5 weeks after notice to proceed (subject to prior commitments)
2. **Duration:** Approximately 5-6 consecutive 10-hour days on-site
3. **Filter Media:** Currently in stock and available from Calgary

Project Cost

Total Project Cost: \$73,280 (plus GST)

- **Budget Source:** Capital

Operational Savings

Returning Filter #3 to service will eliminate ongoing overtime costs for water plant operations and ensure the facility can meet peak season demand without unsustainable staffing requirements.

Long-Term Benefit

Restoring full three-filter capacity extends system reliability, improves water security, and reduces operational strain on the existing workforce.

RECOMMENDATION:

That Mayor and Council approve the award the contract to Anthratch Western Inc. for the Filter #3 refresh and repair project for the cost of \$73,280 (plus GST)



Briefing Note

To: Mayor and Council
From: Administration
Date: February 17, 2026
Subject: Housing Accelerator Fund – Development Fee Refund

PURPOSE:

To provide Council with information regarding the decision to refund and waive development permit fees for 2025 and the remainder of the HAF Program period.

BACKGROUND:

At the September 23, 2025, Council meeting, the following background information was provided:

The HAF program requires participating municipalities to implement initiatives that accelerate housing development. One of the 2025 deliverables is to create a more streamlined and cost-recovery-based development fee structure. This work is scheduled for later in the year as part of the Town's planned review of the Rates and Fees Bylaw.

To provide immediate support and incentives for housing starts, Administration recommends an interim measure: refunding development fees collected since January 1, 2025, and waiving all development fees for the remainder of the HAF program period. This approach supports HAF objectives while allowing time to develop a permanent, transparent fee model.

This proposal was reviewed by the Housing Accelerator Fund Committee and is recommended for Council approval.

The following analysis was provided in September 2025:

Administration proposes a two-phase approach:

Phase One – Immediate Incentive

- Refund all development fees collected since January 1, 2025.
- Waive all development fees for the remainder of the HAF program period.
- Capture these costs within the HAF funding allocation to ensure full cost recovery.
- Estimated cost is \$25,000 annually, with approximately \$19,532.50 in refunds to date.

Phase Two – Future Structure

- Develop and phase in a streamlined, transparent development fee structure during the review of the Rates and Fees Bylaw.
- Ensure the new structure aligns fees with actual municipal service costs and reduces subjectivity, providing predictability for both the Town and developers.

Benefits and Implications

- For Developers/Homeowners: Provides immediate financial relief and a clear incentive to proceed with housing starts.
- For the Town: Stimulates development and meets HAF program targets while ensuring that costs are fully offset through HAF funding.
- For Long-Term Sustainability: Creates space to modernize the development fee system fairly and consistently as part of the bylaw review.



The recommendation made was as follows:

That Council approve the refund of all development fees collected since January 1, 2025, and the waiver of development fees for the duration of the Housing Accelerator Fund program, with associated costs recovered through HAF funding. Further, that Administration incorporates a streamlined cost-recovery development fee model into the Rates and Fees Bylaw review.

ANALYSIS:

Although this was well intended and does provide an incentive to developers of housing projects, Development Permit Fees include not just residential development fees but also includes commercial development, demolition permits and home occupation business license fees.

In 2025, the town refunded \$33,811.25 in development fees collected. We did not keep a record of the amount of fees waived after this motion was made. Of the sixty-one development permits approved in 2025, twenty-six were for construction, with three being commercial development and twenty-three being development on residential lots. Eleven residential permits were for the construction of accessory buildings, decks and renovations; the remaining twelve were for the creation of housing units. The remaining thirty-five permits were for demolition, excavation, relocation, sign installation or home occupations. Approximately \$19,000 of the fees collected were for residential development; the remaining fees collected were not related to residential development.

The funding for the HAF Program is \$654,005 per year for four years for a total of \$2,616,020. Although the development permits fees waived that are not directly attributable to the creation of new housing units are not substantial in 2025, it could have an impact on the amount of incentives that may be available later in the program.

RECOMMENDATION:

For information.



Briefing Note

To: Mayor and Council
From: Administration
Date: February 17, 2026
Subject: Capital Project Update

PURPOSE:

To provide Council with information regarding the status of the capital projects approved in 2025.

BACKGROUND:

In March 2025, Council approved the 2025 Capital Plan with projects totalling \$16,688,130. The attached document is intended to provide an update on those projects.

ANALYSIS:

Most projects approved in 2025 have been actioned in some manner. When the 2026 Capital Plan is submitted for Council consideration, any unfinished from 2025 will be included.

RECOMMENDATION:

For information.

Capital Project Updates to February 2026

| Project | Status Update |
|---|---|
| Raw Water Intake / Pumphouse Replacement | This project did not see much action in the way of demolition or construction over the winter. The contractor took the opportunity to order materials and bring them to town so construction can start early this year. Regular meetings are being held with the engineers and contractor to confirm the plan and schedule. This project should be completed in 2026. |
| Main Lift Station mid-life retrofit | Project progress is continuing, and is nearing completion. All major components are on site and ready to install with some electrical work required before final installation. This project should be complete in early summer this year. |
| Lagoon Liner | The Wastewater Treatment Facility is now operating at full capacity, with all three cells back online. There are still a few issues to be addressed such as a valve between cells and the leak in the junction of the forced mains. Both issues will be addressed this year. |
| Landfill Reclamation and Expansion inc bld | Council has approved continuing with AECOM as the designer for the landfill expansion and reclamation project. Colliers is project managing this project for the town. AECOM is working on the design and should have it complete in March. Tender documents will be issued with an anticipated construction start date in May. This project should be complete in 2026. |
| Water Truck Fill Station | The Water Tower Truck Fill Station project is nearing completion, with work now focused on hose placement and final setup for truck filling. |
| Community Plan and Zoning Bylaw Review | The Community Plan was completed and adopted on September 9, 2025, and the Zoning Bylaw was finalized and passed in November 2025. With both documents now approved and in effect, this project is complete. |
| HAF | The program is continuing and applications have been received and approved. Formal agreements are nearly complete and funds should flow to developers in the next few weeks. The job description for the new position approved in the budget is in development. In addition to coordinating the HAF Program, the position will provide policy development and communications. This is a three year position to December 2028. |
| Water and Sewer Assessment | The draft report has now been received and reviewed by senior management. Comments have been provided to the engineers who are working on completing the document which will be presented to Council once complete. Major issues identified are the SCADA and control system at the water treatment plant and tower pumphouse. Also identified as a concern is the Klondike/Caribou Lift Station. The engineers are currently working on two funding proposals under the CHIF Program, one for the Klondike/Caribou Lift Station and the second is water tower and pumpstation analysis, planning and design. Both will be completed before the February 28 closing date. |
| Burn Can/Training Grounds | Two components under this project have been approved by Council and have been ordered. Protective Services is still working with the GNWT to acquire the land for the training ground. A plan is in place should the desired site not be available. |
| Protective Services Building Replacement - DESIGN | A preferred site has been identified across from the Fort Smith Health Centre, which is currently owned by Housing NWT but a recent letter from the Minister has advised that this site is not available. Before proceeding with the design of the new building, an assessment of the town hall is required in order to determine the viability of the building and if it can be renovated to meet future requirements or if the new building will require the addition of a town hall as well. RFP's for the town hall assessment has been sent out on an invitational basis to qualified projects management firms currently providing services to the town. |
| Slope Monitoring | CIRNAC has approved an extension of the project to the 2027/2028 fiscal year, with all costs fully covered. Council has approved a direct award to WSP, all project contracts have been signed. The first phase of the project was completed in 2025 and we are waiting for the report of findings so far. This project will be managed by Protective Services. |
| Existing Fire Hall Retrofit | A project manager has been engaged, and the quoting process is underway. The PM contract has been awarded, and have received the final quote for the work. The quote is more than the current budget for this project so it will be presented to Council with the 2026 Capital Plan. |
| Asset Management Assessment and Planning | The draft Asset management Plan has been received and reviewed by senior management. Comments have been provided to the consultant and should receive the final plan in the next few weeks and will be presented to Council for approval. |
| CRC Exterior Entrances Improvements | This project is now complete |
| Ambulance Replacement and Stretcher Upgrade | Specifications have been finalized and will be compiled into a tender package. As there are only two manufacturers, the process will proceed through an invitational tender. |
| Loader Replacement | This project has been completed. |
| Sidewalk improvements | Finalizing Tender packages have been prepared and will be sent out soon. Once prices are received it will be determined which priority areas will be completed first. |
| Garbage truck | A supplier has been selected through the Canoe procurement program (NWTAC Program) list, and a design has been selected with Council approving the purchase earlier this year. The truck is on order. |
| IT Upgrades | Final stages being wrapped up. |
| Demolition old chipper plant | The demolition is complete and the frame has moved to the landfill for repurposing this summer. |

| | |
|---|--|
| Phone System Upgrades | Initial needs analysis and preliminary research for upgrades to the CRC phone system and other municipal facilities have been completed; however, the project did not proceed in 2025. It is recommended that this item remain in consideration for the 2026 budget. |
| William Schaefer Memorial Pool Partial Retrofit | The electronically controlled valve parts will be installed during this annual shutdown. Remaining work includes repairs to the steam room and replacement of the variable frequency drive (VFD) for the air handling unit, should be completed before the pool reopens. The pool is being prepared for a second pump to be installed as this is a major component and failure of this unit would result in shutdown for an extended period. Other repairs are being made during this shutdown period. |
| Centennial Arena Upgrades | No progress to report at this time. Given the season and current scheduling constraints, this project is not expected to proceed this year. It is recommended that planning resume early next construction season. |
| Street Crossing Lights (T Plan) | Lights have been installed by the hospital and at the corner of King and McDougal. More lights have been ordered to continue the work identified in the Transportation Master Plan. |
| CRC Backup Generator and Heating | The original project scope is being refined to better align with operational needs. The Project Manager has met with the Senior Management Committee and is proposing a full needs assessment, including review of past design work and previous analysis. The review work has been awarded and a site visit to assessment the needs and the possible use of the CRC heating system will occur in the next few months. Once that report is received, the project will proceed based on their findings. |
| Curling Ice Plant Replacement | |
| Ice resurfacers replacement | The Olympia has been returned and has worked fairly well this season. The order for the new electric Olympia has been placed and we will update Council with delivery when available. |
| Riverside Park and Lookout Development | A project manager has been secured, the initial start-up meeting and review of the original plans have been completed. Senior management will review the plans and advise Council of next steps including Council's review of the design. |
| Conibear Park Upgrades | |
| Streetscape | New garbage bins have been received. The directors of Municipal Services and Community Services will determine where they will be installed and the standard that will guide their installation. |
| CRC Signage | Interior signs for the CRC have been ordered, and design work for the "Welcome" and exterior signs has been completed. The project will continue in collaboration with the Economic Development and Tourism Officer (ETDO) and the Recreation and Special Events Program Coordinator to ensure a cohesive and welcoming presentation. |
| Cemetery Fence | Awaiting an update from the Mayor on TLC's plans for a potential partnership. |
| 140h grader rebuild | Completed |
| Town Hall Retrofit | This project was not initiated this year. The paving at the back entrance has been completed, and handrails will be added in the spring. It is recommended that the project remain in the 2026 budget for completion. |
| Municipal Services Roadmap | The Department has completed its review and established a multi-year roadmap focused on clarifying service levels, improving procedures and training, and strengthening supervisory capacity. Coaching support for the Director will be included in the 2026 operating budget to support implementation while capital and operational work continues as planned. |
| EVERGREEN -Bunker Gear | Underway |
| EVERGREEN -Emergency Communications Annual | May not be required for this fiscal year. |
| EVERGREEN- Annual Fire Abatement | Mowing work was completed, with additional work expected to be issued from this contract. DMAF-funded tenders for fall and winter work will be issued in the coming months. |
| EVERGREEN - Emergency Equipment Annual | This project is complete. |
| EVERGREEN- SCBA Annual (\$200,000.00/10 yr) | annual set-aside |
| EVERGREEN- hydrant replacement | This project is complete. |
| EVERGREEN - IT | Underway |
| EVERGREEN - skid steers | This project is complete. |
| EVERGREEN -Pete's Gym Equipment | This project has been completed. |
| | |



Briefing Note

To: Mayor and Council
From: Protective Services
Date: February 17, 2026
Subject: Capital Budget Request – Dispatch hardware

PURPOSE:

To request capital funding in advance of capital planning to support the installation of communications equipment identified and supported through the O and M budget approval process.

BACKGROUND:

Approval of capital funding is required to procure the necessary hardware to operationalize the dispatch service identified and approved within the 2026 Operating & Maintenance (O&M) Budget.

While the 2026 O&M Budget provides for the ongoing operational costs of dispatch services (e.g., service agreements, subscriptions, and recurring fees), the initial implementation requires one-time capital expenditures for essential infrastructure. This includes radio interface equipment, redundant communication systems, secure servers or cloud interface hardware, backup power supply (UPS), and associated network and cybersecurity components.

Without this capital investment, the municipality will be unable to activate or fully support the dispatch service approved through the O&M process. The hardware procurement ensures:

- Reliable and redundant emergency communications capability
- Compliance with applicable public safety communication standards
- Integration with Fire, EMS, Protective Services
- Business continuity through backup power and system redundancy

This request aligns with the strategic intent of Council's 2026 budget decision and represents the infrastructure component necessary to make the approved dispatch service operational.

RECOMMENDATION:

That Council approve a 2026 capital budget commitment of \$15,000.00 for communications equipment and that this capital budget be used to install necessary hardware and software for the procurement of fire and EMS dispatch services.