



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

AGENDA

1. CALL TO ORDER

- a. Confirmation of Quorum and Acknowledgment of First Nations

2. ADOPTION OF AGENDA

3. DELEGATIONS

- a. Monthly Policing Report - RCMP

4. APPROVAL OF MINUTES

- a. Regular Meeting of Council March 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: Purchase of Garbage Bins and RFID System

8. COUNCIL BUSINESS

- a. Bylaws
 - i. Third and Final Reading of the 2026 Annual Borrowing Bylaw No. 1075
- b. Mayor and Council / Board Representatives

9. PROCLAMATIONS

10. DATE OF NEXT COUNCIL MEETING

The next Regular Meeting of the Council will be held on April 16th, 2026, with reports from Protective and Corporate Services.

11. EXCUSING OF COUNCILLORS

12. QUESTION PERIOD

13. ADJOURNMENT



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

MINUTES

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

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

1. CALL TO ORDER

- a. Cr. Karasiuk confirms quorum and reads the Acknowledgment of First Nations.

2. ADOPTION OF AGENDA

26-030

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

That the agenda be adopted as amended to add a briefing note to 7 Administration under Protective Services, as well as a discussion about the 2026 FCM Annual Conference.

PASSED

3. DELEGATIONS

4. APPROVAL OF MINUTES

- a. Regular Meeting of Council February 17th, 2026

26-031

Moved by: D/M Keizer
Seconded by: Cr. Heaton

That the minutes of the Regular Meeting of February 17th, 2026, be adopted as presented.

PASSED

**Chair transferred to Cr. Heaton @ 7:04 pm*

Cr. Karasiuk noted that under the section discussing the HAF funding, the minutes state that he had concerns with how the program was being applied. He clarified that this is incorrect. His concern was specifically with the use of the word “waiver,” as it could give the impression that the fees were not being paid. In reality, the fees are still being paid to the Town, with the cost covered through the funding. He noted that the current wording is somewhat misleading and requested that it be corrected.

**Chair returned to Cr. Karasiuk @ 7:05 pm*



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

5. BUSINESS ARISING FROM THE MINUTES

26-032

Moved by: Cr. Couvrette

Seconded by: Cr. Tuckey

That the Mayor write a letter to the Premier and Ministers of Finance and Infrastructure, requesting a process to engage community leaders on GNWT capital plans affecting Fort Smith, and encourage at least annual engagement.

PASSED

6. DECLARATION OF FINANCIAL INTEREST

7. ADMINISTRATION

a. Protective Services

i. Director's Report

Director McNab provided a high-level overview of the department's activities for February. He reported that emergency response volumes were higher than anticipated. Although the initial report suggested activity was below average, the department ultimately responded to 34 ambulance calls during February, which is well above the five-year rolling average. In addition, the department attended a significant structure fire that required considerable resources and occurred during extremely cold conditions.

Director McNab commended the volunteer firefighters who responded to the incident, noting the challenging and hazardous environment they faced. Despite the crews' efforts, the structure could not be saved. He emphasized the dedication shown by the volunteers, who worked in severe weather while managing equipment and vehicles in difficult conditions, and he expressed appreciation for their commitment and teamwork.

He also recognized several long-serving officers who recently stepped down from their leadership roles in the fire department: Jeff Turner, Brent Starling, and Jason Panter. Director McNab thanked them for their many years of service as officers and noted that they will remain active members of the department. He emphasized that retaining their experience and knowledge within the team is very valuable.

Turning to land and development activities, Director McNab explained that with the introduction of a new role in the department, the Lands and Development Officer will focus primarily on land and development matters. He clarified that the officer's workload includes a variety of responsibilities beyond those reflected in the enforcement charts presented in the report.

At the beginning of the year, a significant portion of the Lands and Development Officer's time is dedicated to business licence renewals, particularly during January and February when many licences are processed. While the report indicates no new business licences issued during the period, Director McNab explained that this does not accurately reflect the workload, as considerable time is spent reviewing and processing licence renewals.

Regarding bylaw enforcement, Director McNab noted that staff have been heavily involved in a legal matter that has required substantial time and attention. During the discovery process associated with this proceeding, the department has identified opportunities to improve documentation and filing practices related to past enforcement activities. While these issues do not relate to current staff actions, they highlight historical gaps that the department is now working to address. Efforts are underway to improve administrative



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

processes and ensure that enforcement records are more consistent and complete moving forward.

Cr. Couvrette suggested that future reports include additional information under the business licences section. He recommended listing the number of licences renewed and, where possible, comparing that figure with the previous year's totals. Cr. Couvrette noted that this would provide useful context for those involved in economic development, allowing them to better understand whether the community is maintaining its current level of business activity or experiencing a significant increase.

Cr. Heaton expressed her support for the mental health programs becoming available through the Wounded Warrior Program, noting that she was very pleased to hear about the initiative. She also asked whether there is a timeline for the development or introduction of the new Animal Control Bylaw that was discussed during the Animal Shelter AGM the previous evening.

Director McNab noted that the recent Animal Shelter AGM was not included in his report because it had taken place only the previous evening. However, he expressed appreciation to the members of the Animal Society who attended and used the fire hall for the meeting, acknowledging the time and effort they volunteer to support the service.

He stated that he looks forward to working with the Animal Society as part of the Animal Control Bylaw review process. Director McNab explained that he and SAO Hood are currently preparing several bylaws to bring forward to the Bylaw Review Committee. He added that the SAO is expected to schedule a committee meeting in the coming week, and once the committee meets, he will have a draft version of the Animal Control Bylaw ready for their review.

- ii. Briefing Note: Procurement of a Type 2 Wildland Urban Interface Structure Protection Trailer

26-033

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

That Council approve the procurement of one (1) Type 2 Structural Protection Unit Trailer from C&V Trailers for \$225,000.00, utilizing GNWT ECC Community Wildfire Resiliency funding.

PASSED

Director McNab explained that the briefing note was presented to Council to seek support for using funding that has already been secured. The Town currently has a contribution agreement in place with the Government of the Northwest Territories for \$275,000 to support FireSmart and community wildfire resiliency initiatives.

He noted that the original application for the funding included the purchase of a structure protection trailer as well as funding, either partially or fully, for a FireSmart position for the Town to support additional FireSmart work and proactive public communication. However, the contribution agreement took longer than expected to receive federal approval, and with the March 31 deadline approaching, it is no longer feasible to recruit and hire staff for such a short period.

Director McNab advised that the GNWT and their funding partner have confirmed that the full amount of the contribution agreement can instead be used this year to purchase equipment that supports community wildfire preparedness. As a result, the Town has proceeded with a direct tender process and identified a strong candidate for the equipment purchase.



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

He explained that this equipment would significantly improve the community's wildfire preparedness and resilience. Reflecting on the 2023 wildfire season, Director McNab noted that the capacity of the GNWT was quickly stretched, equipment across the territory became scarce, and it became clear that the Town is not currently equipped to deploy large-scale structure protection resources within the community.

Having equipment that can be quickly deployed locally would therefore be highly valuable. He also noted that in years when the community is not directly threatened by wildfire, the Town could deploy this resource to assist other communities. This would provide an opportunity to support regional response efforts while also giving local responders valuable real-world experience operating the equipment.

b. Corporate Services

i. Director's Report

Director Gibbons provided an overview of several key updates within Corporate Services.

She reported that organizational training has now been scheduled and will take place in mid to late April. The training will be delivered using a staggered approach to ensure that departments and staff within those departments can attend with their respective teams while maintaining service delivery and avoiding disruptions to operations.

Director Gibbons also noted that after three months in the role, both she and the Corporate Services team have begun to establish a strong working rhythm. The department has implemented a standing staff meeting to support collaboration and coordination. Through these meetings, the team has begun setting plans, establishing milestones, and identifying internal project priorities. She commented that the department is beginning to take shape positively and productively.

She further reported that she and Director McNab recently met to review the current billing workflows associated with Protective Services, including how information flows through the processes used for invoicing. Their discussion also considered how upcoming changes related to the Cost Recovery Bylaw may impact these workflows. Director Gibbons explained that this review has provided an opportunity to examine the processes more closely, identify areas for improvement, and address any inefficiencies moving forward.

In addition, the department has been working with the Bank of Montreal to explore opportunities to improve operational efficiency. One proposed change involves moving the Town's daily deposit process to the bank's night deposit slot rather than having reception staff attend the branch during business hours. This change would reduce the time staff spend waiting at the busy branch. Director Gibbons noted that the bank has provided approval for this adjustment, and the change is expected to be implemented in the coming weeks.

Finally, Director Gibbons shared that she had a productive conversation with the Bank of Montreal's regional vice president regarding the Town's ongoing relationship with the bank, particularly with the local branch. The discussion focused on strengthening that relationship while also supporting the Town's goal of improving administrative efficiencies.

Cr. Heaton asked if Council was going to receive a variance update. SAO Hood advised that the fourth quarter variance will be presented to Council. In addition to the work highlighted by the directors, she noted that the Town's annual audit will begin on March 16, when the auditors will be on site. Once the auditors complete their work by the end of April and provide any required adjustments, administration will present the audited financial statements along with the fourth quarter variance.



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

ii. Account's Paid List

Cr. Tuckey inquired about whether the Ambulance is back in the Bay or if it is still being stored elsewhere. Director McNab explained that the rental space is used for the second ambulance, which is currently stored in Terry Pobblestone's building. He noted that this arrangement has been in place because the fire hall does not have sufficient space to accommodate both ambulances.

He added that the primary ambulance is normally kept in the ambulance bay at the Health Centre. However, it is currently being housed at the fire hall. Director McNab explained that this decision was made because the department now responds to a higher volume of ambulance calls than fire calls, and having the ambulance at the fire hall allows for quicker response times.

c. FCM's 2026 Annual Conference and Trade Show – Edmonton, June 4-7

26-034

Moved by: Cr. Heaton

Seconded by: Cr. Tuckey

That Council approve the attendance of D/M Keizer at the Federation of Canadian Municipalities 2026 Annual Conference and Trade Show, taking place June 4 to 7, 2026, in Edmonton, Alberta;

And further, that the Town cover eligible travel, accommodation, and related expenses, noting that the conference registration fee has been waived through the FCM New Voices Initiative.

PASSED

D/M Keizer informed Council that new councillors had received a message from the Mayor encouraging them to apply for the New Voices Initiative, a program intended for first-term councillors. He explained that the initiative covers an attendance fee of approximately \$1,400 for participants. D/M Keizer was recently informed that he was chosen for this initiative.

He noted that the program brings together councillors from across the country and includes sessions on a wide range of municipal topics, such as infrastructure, artificial intelligence, disinformation, reconciliation, tourism, municipal finance, and public safety. Many of the presentations and discussion groups also focus on northern, Indigenous, and rural perspectives.

D/M Keizer added that the Mayor had previously attended the program and spoke highly of the experience, describing it as one of the most valuable forums she had participated in for expanding awareness of municipal leadership and responsibilities. He indicated that, with Council's support, he would like to accept the opportunity and attend the program.

8. COUNCIL BUSINESS

a. Bylaws and Policies

i. First Reading of the 2026 Annual Borrowing Bylaw No. 1075

26-035

Moved by: Cr. Tuckey

Seconded by: Cr. Couvrette

That the 2026 Annual Borrowing Bylaw No. 1075 be given first reading by title only.

PASSED



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

SAO Hood provided a brief summary of the briefing note and explained the purpose of the proposed motion. He noted that the annual borrowing bylaw is intended to ensure the municipality has the ability to respond quickly in the event of an emergency or other financial need, without having to return to Council for approval at that time.

He explained that the municipality has not used an annual borrowing bylaw in the past, but establishing one is a proactive measure. The proposed borrowing limit is \$720,000, which represents approximately 2 percent of the municipality's projected annual revenue.

SAO Hood added that the bylaw is intended to help manage potential cash flow pressures earlier in the year, before property taxes are levied in May. While the borrowing authority has never been used, having the bylaw in place ensures the municipality has the flexibility to address any temporary cash flow issues if they arise.

Cr. Heaton asked whether the borrowing would be obtained through BMO or from the federal government.

SAO Hood responded that the borrowing would be through the Bank of Montreal, which is the municipality's financial institution. He noted that the Town already maintains a line of credit with the bank and also holds its corporate credit card accounts with them.

ii. Second Reading of the 2026 Annual Borrowing Bylaw No. 1075

26-036

Moved by: Cr. Couvrette

Seconded by: D/M Keizer

That the 2026 Annual Borrowing Bylaw No. 1075 be given second reading by title only.

PASSED

b. Mayor and Council Round Table

i. Cr. Bathe - excused

ii. D/M Keizer reported on his attendance at the NWT Association of Communities AGM, noting it was a useful opportunity to meet with representatives from other communities and exchange information.

He highlighted a ministers' forum where attendees asked questions directly to territorial ministers. He also noted that he and Cr. Couvrette attended sessions hosted by NTPC on integrated power planning, which involve significant initiatives that Council should be aware of.

D/M Keizer added that he would share the materials and information from the meetings with staff and thanked Council for the opportunity to attend.

iii. Mayor Fergusson - excused

iv. Cr. Tuckey noted that the snowboarding event was successful.

v. Cr. Cox - excused

vi. Cr. Couvrette reported that the NTPC Intervention Committee had ongoing discussions with the Power Corporation regarding recent increases in power rates and concerns raised by residents after receiving their power bills.



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

He indicated that he would be bringing forward a motion for the Town of Fort Smith to file as an intervener with the Public Utilities Board regarding the capital project related to the surge tank repairs. Cr. Couvrette explained that ratepayers are typically expected to absorb the cost of such capital projects, but noted that the project timeline and costs have significantly increased from the original estimate.

He suggested that the Town should intervene to raise concerns about the project, particularly regarding cost increases and whether proper inspections were conducted during previous major upgrades to the facility.

vii. Cr. Benwell - excused

viii. Cr. Heaton reported on several recent community activities and updates. She noted that the animal shelter successfully appointed a new president and additional board members. She also asked the community to be patient with the thrift store as it works through staffing changes and processes donations.

She thanked Sam Stokel for serving as interim Director of Community Services and mentioned a new email-to-print service available at the library. Cr. Heaton also highlighted the successful Indigenous Language Night at JBT School.

She encouraged residents to volunteer for the upcoming Frolics events and concluded by offering condolences to the families of Mary Burke and Vina Champaign.

ix. Cr. Karasiuk had nothing to add.

c.

# 26-037	Moved by: Cr. Couvrette Seconded by: Cr. Tuckey	
That the Mayor write a letter to the GNWT (Premier's office) requesting the NWT enter a process to adopt a single time year-round (single time adoption request).		
		PASSED

# 26-038	Moved by: Cr. Couvrette Seconded by: Cr. Tuckey	
That the Town of Fort Smith file as intervenors in the NTPC Surge Tank Capital Project.		
		PASSED

9. PROCLAMATIONS

10. DATE OF NEXT COUNCIL MEETING

Regular Meeting of Council (Community & Municipal)	March 17 th , 2026, @ 7 pm, chaired by Cr. Tuckey
Regular Meeting of Council (Protective & Corporate)	April 14 th , 2026, @ 7 pm, chaired by Cr. Heaton

11. EXCUSING OF COUNCILLORS



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

26-037

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

That Cr. Benwell, Cr. Bathe, and Cr. Cox be excused from the Regular Meeting of Council on March 3rd, 2026.

PASSED

12. QUESTION PERIOD

13. ADJOURNMENT

26-038

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

That the meeting be adjourned at 7:46 pm.

Minutes adopted this 17th day of March 2026.

Dana Fergusson
Mayor

Certified Correct by Jim Hood
Senior Administrative Officer

RECOMMENDATION:

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

BACKGROUND

Recreational Programming

We co-hosted two events this month: the NWT Senior Curling Tournament and the NWT Snowboarding Territorial Championships. Both events were a success.

For the NWT Senior Curling Tournament, we welcomed teams from two different communities, along with Fort Smith, who came to compete for the overall title.

Here is their message to the community:

Champions Crowned in Fort Smith!

What an incredible weekend of curling at the **Fort Smith Curling & Winter Sports Centre!** We were honoured to host the 2026 NWT Men's Senior Championships, and the competition did not disappoint.

The Winners' Circle:

A massive congratulations to **Team Skauge** from Yellowknife! They have officially repeated their success, defending their 2025 title to become the **2026 NWT Men's Senior Champions.**

They will represent the Northwest Territories as **Team NWT** at the 2026 Curling Canada National Senior Men's Championship in Saskatoon this December. Good luck, gentlemen!

We also want to give a huge shout-out to:

2nd Place: Team Vanthuyne (Yellowknife) – fantastic play all weekend!

3rd Place: Team Lockhart (Fort Smith) – Our very own home team! Way to make Fort Smith proud with a podium finish.

The A-Team Behind the Scenes:

- **Officiating:** Thank you to Head Umpire, **Janie Hobart**, for making the games fair and the schedule move along.
- **The Clock:** Kudos to our volunteer timers: Barb, Natalie, Jenni, and Jeff.
- **The Ice:** The conditions were world-class thanks to the expert work of our ice technicians, **Jim Lockhart and Jeff O'Keefe.**
- **The Lounge:** A big thanks to our volunteers: Michelle, Tasha, Myles, Nicola, and Jeff for keeping the refreshments flowing and the atmosphere lively.
- **The Kitchen:** Our thanks to Nicola, Jeff, Janie, and Don for the fantastic food prep that kept everyone fueled.

Community & Sponsors:

Events like this are a true community effort. We owe a huge debt of gratitude to the **Town of Fort Smith**, the **Rec Centre staff**, **Emily Prescott** and **Corey Mercredi.**

Finally, a heartfelt thank you to our generous sponsors who make curling possible in Fort Smith:

Air Tindi • Territorial Beverage • Kaesers Store • Berros • NSixty • Norland Agencies • Fort Smith Metis Council • Aurora College • CAB Construction • Cabin Radio • Wesclean • NTPC • Northwestel



NWT Snowboarding Territorial Championships

The NWT Snowboarding Territorial Championships for youth were also hosted this month and brought together young athletes from across the territory. The event provided an exciting opportunity for youth to showcase their skills, compete in a supportive environment, and connect with other snowboarders who share a passion for the sport. The competition highlighted the strong talent and dedication of the participants, and the atmosphere throughout the event was energetic and positive. It was great to see youth involvement and community support come together to make the championship a memorable experience for everyone involved



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	Family Drop-In 5:00 - 6:00
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				
Feb/2026				
Fort Smith Community and Recreation Centre	Jan 2026 Sessions	Jan 2026 Participants	Feb 2026 Sessions	Feb 2026 Participants
Squash	Operational days 30.5	45	Operational days 28	76
Pete's Gym	Operational days 30.5	1174	Operational days 28	1197
Senior Lane Swim	22	64	0	0
Public Swim	22 (2UNW/58)(3Parks/111)	461	0	0
Public Lane Swim	45	145	0	0
Parents & Tots Swim	22	48 Parents; 41 Tots	0	0 Parents; 0 Tots
Daycare Swim	8	101	0	0
ASCP Swim	8	227	0	0
JBT	3	33	0	0
Pool Rentals	8	69	0	0
Sauna	-	-	13	137
Zumba (Marie is injured)	0	0	0	0
NLMCC	-	-	-	-
Active Aging/Senior Walking	4	13	4	17
Snow Boarding Event	0	0	5	187
Drop-in soccer/Futsal	8	64	8	124
Drop-in Volleyball/Jr Girls Volleyball	15	138	13	158
18+ Women's Volleyball/18+ Drop-In	4	8	0	0
Drop-in Badminton	4	29	4	15
Women's Squash League	4	8	4	30
GNWT meeting	1	6	-	-
Family Drop-in Sports	4	38	4	20
Open Squash League	4	12	4	18
Parents & Tots Gym	26	114 Parents; 213 Tots	23	121 Parents; 319 Tots
Gym Rentals	19	292	17	280
Pickleball	13	81	9	43
Girl Guides	4	31	4	38
Youth Night/Youth Night Volleyball	13	124	12	109
Youth Drop-In	17	121	17	142
AA	9	44	8	33
Healthy Families	3	34	2	27
Crib Night	4	2	4	8
Yoga	7	21	4	12
Curling	26	65	37	301
PWK Firedrill	1	96	1	108



REPORT TO COUNCIL

Senior Curling Championships	-	-	4	96
NWT Literacy	-	-	-	-
CRC Daily Total	30.5	5188	28	4278
Comments: .	Pool closed ALL February			
Fort Smith Centennial Arena	Jan 2026 Sessions	Jan 2026 Participants	Feb 2026 Sessions	Feb 2026 Participants
Figure Skating	51	591 on-ice, 427 off-ice	47	641 on-ice, 467 off-ice
Minor Hockey	40	627 on-ice, 505 off-ice	38	481 on-ice, 438 off-ice
Old Timers Hockey	8	173 on-ice, 21 off-ice	7	129 on-ice, 15 off-ice
Womens Hockey	12	216 on-ice, 16 off-ice	12	113 on-ice, 7 off-ice
Rec Hockey	7	103 on-ice, 24 off-ice	7	79 on-ice, 17 off-ice
Public Skating	2	9 on-ice, 2 off-ice	4	32 on-ice, 11 off-ice
Family Skating	4	24 on-ice, 3 off-ice	8	72 on-ice, 6 off-ice
Parents & Tots	3	10 on-ice, 9 off-ice	4	3 on-ice, 3 off-ice
Rentals	5	55 on-ice, 10 off-ice	16	163 on-ice, 54 off-ice
Youth Shinny	1	1 on-ice, 0 off-ice	3	8 on-ice, 0 off-ice
Fury Invitational	12	366 on-ice, 219 off-ice		
Figure Skating Event	8	68 on-ice, 41 off-ice		
Comments: .				
Fort Smith Child Care	Jan 2026 Sessions	Jan 2026 Participants	Feb 2026 Sessions	Feb 2026 Participants
Summer Camp	20	517/600	20	513/600
Daycare	20	16FT; 2HT; 0FTI; 2 Drop-Ins (HD)	20	16FT; 2HT; 1FTI; 2 Drop-Ins (HD)
Comments: .	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: March 17th, 2026

Fort Smith Centennial Arena

Community participation and user group usage are slightly higher than last month. The department also organized a lunch-hour rental for figure skating so a Fort Smith local can practice for the Arctic Winter Games.

Fort Smith Centennial Arena 2025-2026 SEASON SCHEDULE



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
			Parents & Tots (10:30 - 11:30)		OPEN @ 9:45AM		
					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)	
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 - 8:03)	Women's Hockey (7:20 - 8:50)	MH U11 (7:15 - 8:03)	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 U18 (9:05 - 9:55)	MH U13/U15 (8:20 - 9:10)	MH U18 (8:35 - 9:25)	Rec Hockey (9:00 - 10:15)			
Old Timers (9:25 - 10:25)		Rec Hockey (9:25 - 10:40)					
Closes 30min after Last Ice Time							

Aquatics

The pool closed on February 3rd for maintenance and repairs. The closure will be extended and pending repairs will re-open on March 30th.

The sauna remained open to the public each day, with Recreation desk staff checking to ensure safety is met.



Mary Kaeser Library

The Mary Kaeser Library had a slower month for programming as some staff went to Yellowknife to attend the NWT Literacy Council Conference. The conference had a focus on youth literacy, family literacy, and Indigenous language revitalization. The staff returned with new ideas for programming and funding, and look forward to implementing those ideas. Teen Night continued to have good attendance, especially on the Glow Nerf Battle Night. These initiatives are supported by funding from MACA and the Northern Store through its Healthy Horizons foundation.

StoryTime has seen a boost as more families are coming out to learn rhymes and songs. Adult programming has slowed down, with the Crochet Along continuing. Looking ahead to March, staff are continuing regular programs mentioned above, as well as the monthly books clubs for 9-12 year olds and 13-18 year olds. These have a dedicated following of youth who love to discuss their books.



REPORT TO COUNCIL

Mary Kaeser Library March 2026		Sun	Mon	Tue	Wed	Thu	Fri	Sat
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	1							
	2		Storytime 10:30-11:30		Teen Night Cooking: Pancakes 7:00-9:00		Frolics activities 1:00-3:00	
	3	8	9	10	11	12	13	14
	4	5	6	7	8	9	10	11
	15	16	17	18	19	20	21	22
	23	24	25	26	27	28	29	30
 867-872-0362 library@fortsmith.ca 2nd Flr Community & Rec Centre facebook.com/MaryKaeserLibrary	31							

Childcare

Daycare

February had a short, but very busy month with high attendance. Unfortunately, we could not be outdoors as much as we'd like due to extreme low temperatures, but we do utilize our gymnasium for gross motor play and time to be active. We welcomed a new child in the infant care program with five remaining spaces. More applications have come in with families interested in fall start times. Open House on March 14 for curious families to come check out the facility.

We are preparing to fill upcoming job openings for one Full Time Primary Care Worker and casual/term assistants.

ASCP

ASCP had a busy month, mainly indoors as well. We were able to accommodate additional hours during the PD day week offering full day care for our participants. Our daily programming consisted of crafts, games, literacy, and sports geared towards the interests of the children in our program. We continue to offer screen-free programming, but do offer a movie once per week on a STIP or PD day for this age group. Our attendance was high this month with continued demand from our waitlist. Staffing was very tight with staff taking vacation and medical travel in addition to sick leave. We fill these vacancies with casual staff.

Economic and Tourism Development

Love Local Shopping Event

The first quarter of the year tends to slow down for retail spending as people are still recovering from holiday spending, and fewer shopping occasions.

ETDO wanted to bring feet through the door to local businesses during this period while encouraging residents to reflect on what they love about Fort Smith. A webpage was made for the event www.fortsmith.ca/lovelocal and the incentive prize was a \$250 gift card to their choice of local business.

An E-mail blast was sent to local businesses who have participated in these “passport” style events. 12 local businesses responded & were placed on the Love Local Passport.

Only 19 people submitted their passport for entry, though this resulted in 210 total entries.

Lessons Learned:

- More advertising time the better. Only 1 week of advertising was done before the event due to last-minute business sign-ups. Hard cut-offs to allow for the full participation list will allow for earlier advertising opportunities.

- 10 People submitted their passport back to the CRC & 9 people submitted their passport digitally. ETDO will continue to offer a digital submission option.

- ETDO tried having the passports available for pick-up just at the CRC, versus at each spot because of repeated observed paper waste. ETDO will likely revert to having extra sheets at each location due to participant feedback.

- This event can run during the week leading up to Valentines, not just during the weekend, to allow for more participation opportunities.

Overall, this was a successful program that attracted shoppers to local businesses while increasing communication with and within the local business community.

Port Aransas Whooping Crane Festival

The Thebacha Leadership Council sponsored ETDO (Flights, Accommodation & Per Diems) to travel to Port Aransas, Texas to attend the 29th Whooping Crane Festival.

The goals for this were to:

- Raise awareness of Fort Smith as a travel destination
- Promote the Northern Whooping Crane Festival (July 17 – 19)
- Develop contacts at the TX Whooping Crane Festival



ETDO travelled with Ronnie Schaefer, who works with Salt River First Nation to guard 3 nesting pairs of Whooping Cranes who are just outside of the WBNP border on band land.

We travelled with a pop-up banner, Northern Whooping crane Festival Banner & a suitcase load of print material to hand out at the Whooping Crane Festival Tradeshow, located at the Port Aransas Civic Center.

ETDO collected 31 e-mails from event participants who requested further information about the NWCF, or general information about travelling to Fort Smith.

The majority of festival attendees were eager for the opportunity to see and photograph Whooping Cranes near Fort Smith. It would be odd the Town's benefit to further explore a potential partnership with SRFN for the strategic development of a non-invasive pathway towards through the fox holes that could allow curated guided experiences to view whooping cranes.

ETDO will be working with Ronnie to continue strategic planning on the economic opportunities of scientific studies that result from the birds, along with Whooping Crane tourism.

Social Media

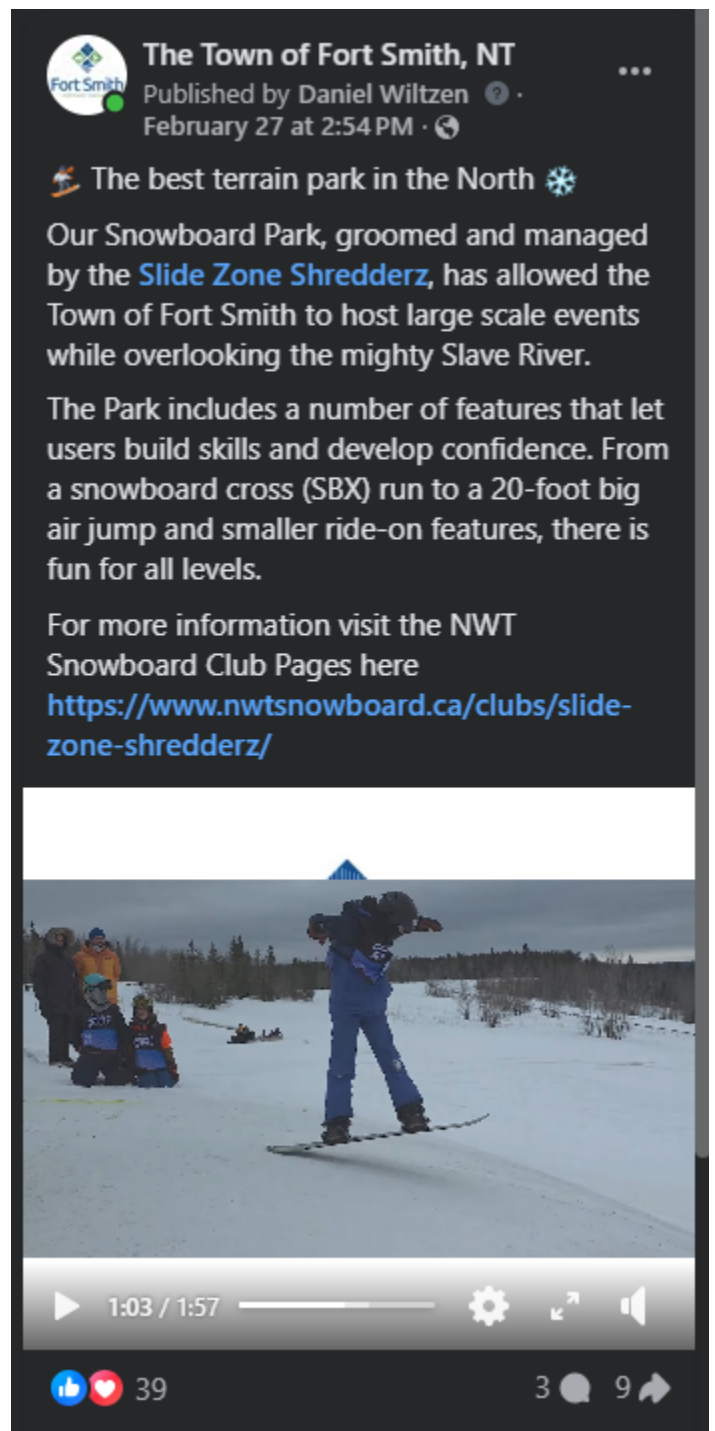
Fort Smith hosted the NWT Snowboarding Territorials. To pair well with this event, ETDO published a video provided by Mayor Fergusson to the Town of Fort Smith Facebook page with a bold tagline "The Best Terrain Park in the North". During conversation with the coaches who travelled into the community for the event, the ETDO mentioned this post, and the tagline — they agreed! This snowboard park is a HUGE asset to our community & should be supported. Another thing mentioned by the volunteers is the desire to see a permanent lift / tow rope structure from the bottom of the hill to the top.

With development plans of Riverside / Lookout soon, the ETDO wonders if there is potential to advocate for development with snowboarding in mind.

Since posting on Feb 27 the video its been watched 2.3k times by 1.6k unique Facebook accounts. This is average for video views.

We gained 22 followers, lost 9 for 13 net follows in February. We are now at 4241.

In February 2025 we had 3847 followers.



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:
Acting Director of Community Services
Samantha Stokell
Date: March 12, 2026

Reviewed By:
Senior Administrative Officer
Jim Hood
Date: March 12, 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 – Sidewalk tender is now at 90%, and the final draft is to be delivered on March 24th. We are anticipating this to be tendered by March 31st for the work to be awarded and completed this construction season.

Garbage Truck – See briefing note.

Water licence renewal – Administration continues to work with the consultants on the Fort Smith Water Licence Renewal Application. The Solid Waste Disposal Facility (SWDF) O&M Plan and the Groundwater Monitoring (GWM) Report have been completed, while revisions are underway for the GWM Plan (85% complete, expected March 13), Spill Response Plan (80% complete, expected March 6), Lagoon O&M Plan (90% complete, expected March 6), and Water Treatment Plant (WTP) O&M Plan (70% complete, expected March 13).

Ice Resurfacers Replacement – No new updates for this report.

Water Tower Truck Fill Station – No new updates for this report.

The old chipper plant demolition – 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 – 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 – See facilities section of report.

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

PUBLIC WORKS

We have been doing snow removal activities around the community, including snow clearing in support of the snowboard event, snow clearing for the Frolics at the Recreation Centre and Arena, snow removal along McDougal Road, and road grading during periods of milder weather. During the recent stretch of extreme cold weather, equipment use was intentionally limited to avoid unnecessary mechanical strain and potential breakdowns that could lead to operational downtime and additional repair costs. This period was used to focus on shop, vehicle and equipment maintenance.

WATER PLANT

1. Neptune Meter Reader Upgrade

No new updates for this report.

2. Frontier Pump Station

No new updates for this report.

3. Primrose Lift Station

No new updates for this report.

4. Tamarac Pump Panel

No new updates for this report.

5. Filter 3 – Major Repair Needed

Finalizing timeline with contractor will update further when more information is available.

Lead testing has been conducted in several municipal buildings to assess water quality within Town-owned facilities. To ensure the accuracy of results, select samples have been sent to an accredited laboratory in Yellowknife for verification. Once confirmed, the Town will extend testing to all municipal buildings. Sufficient testing kits are available to complete this initiative, and a follow-up report will be provided upon completion.

The new SRFN development's water distribution system has been hyper-chlorinated, flushed, and tested, with all results meeting required standards. Water service has now been activated for the development and individual residences; the Town has assumed responsibility for ongoing system management under the current Municipal Services Agreement (MSA).

FACILITY MAINTENANCE

Pool:

Maintenance work at the community pool has been progressing, with several key items completed. The pool pump shaft seal has been replaced and is no longer leaking. To facilitate this work, the pool was fully drained, allowing for the installation of a new electric valve. During this downtime, all chemical feed systems were thoroughly cleaned, and the analyzers, sensors, and probes were replaced as part of the scheduled servicing. Additional repairs were also completed to several damaged pool deck tiles, and a new speaker system was installed with proper conduit for safety and durability.

While refilling the pool, staff discovered a leak beneath the concrete deck. The first leak was repaired, and the system was pressure-tested to confirm the repair; however, this testing identified a second leak in a different location under the deck. These types of issues are difficult to detect until the pool is full or under pressure, as the lines are buried beneath the concrete surface. The discovery of these leaks has led to delays in the reopening schedule.

Compounding the delay, the initial contractor engaged for the plumbing portion of the work was unable to start as originally planned and had to be replaced with another contractor to complete the necessary repairs. Administration continues to work closely with the contractor to finalize outstanding work, and the pool is now expected to reopen by March 30th, 2026, pending successful completion of all repairs and testing.

Arena:

Ice conditions had deteriorated significantly earlier in the season; however, an experienced operator was brought in, and ice quality has since improved notably. We have continued to use this experienced arena operator for training of our staff and have noticed improvements in the quality of work. A leak was identified in the glycol pump of the ice plant, which has been replaced. The system was repressurized and is now operating properly. The facility also experienced a five-day propane shortage but was able to continue operations through limited flooding and resource management.

Recreation Centre:

The curling ice plant has experienced ongoing issues, nearly resulting in the loss of ice this past Saturday. Despite these challenges, staff ensured continuous operation through frequent monitoring and manual restarts every six hours, allowing the facility to successfully host the recent Curling Championship the previous weekend.



Briefing Note

To: Mayor and Council
From: Municipal Services
Date: March 17th, 2026
Subject: Purchase of Garbage Bins and RFID System

PURPOSE:

To seek approval to purchase new residential garbage bins and an RFID-based collection management system, including on-site setup, delivery, and staff training.

BACKGROUND:

We have been reviewing options for residential waste collection containers and introduce an RFID-based tracking system to improve route management, asset tracking, and customer service as part of the new garbage truck project. The Canoe Procurement Group lists Superior North America Inc. as an approved supplier for waste collection carts and RFID systems, which ensures compliant purchasing, competitive pricing and compatibility. The supplier has provided a quote for supply of bins and RFID system components tailored to the Town of Fort Smith, including options for on-site assembly and delivery to individual residences.

CURRENT SITUATION:

- The supplier has provided a comprehensive quote for carts, RFID hardware/software, and full implementation support, broken down as follows:
- **Setup, assembly, and delivery:** A supplier team will travel to Fort Smith to assemble all carts, deliver them directly to resident locations, and prepare a tracking spreadsheet for upload into the RFID system. This on-site service is included in the quote and represents the most efficient rollout method, minimizing disruption to Public Works staff and ensuring proper system configuration and training.
- **Bins (carts):** The quote includes 1,500 residential garbage carts (240-liter IPL carts, charcoal colour, with 12-inch plastic wheels and custom Fort Smith hot-stamped plates). 10 additional larger 660L bins are also included for our trial run for commercial component with Fort Smith hot-stamped plates.
- **RFID hardware:** The carts are specified with integrated RFID plates, allowing each bin to be uniquely identified and linked to a property in the collection database. Handheld and vehicle-mounted RFID-capable devices are included within the RFID/route management package described below.
- **Software (RFID and collection management):** The Innova suite is quoted as a bundled package at \$41,400.92 dollars and includes the InnovaDel web portal, API module, mobile application, InnovaTrac software, InnovaMap (Collection – Contractor), an RFID and barcode scanner (SCA-010), InnovaTrac ASL2 tablet-based data capture unit, and associated activation and initial start-up services. Professional services and training are included to configure the system, support deployment, and train staff.
- **Annual fees:** The software quote identifies licensing for the Innova web portal and related modules based on cart counts (0–4,999), with ongoing usage to be supported by annual software and support fees. These annual costs will be incorporated into the operating budget for solid waste services.
- **Total one-time capital/setup cost:** \$214,507.22 dollars before GST (164,622.30 dollars for carts, plates, freight, assembly, and delivery + \$41,400.92 dollars for RFID hardware and initial software implementation + \$8,484.00 paid direct to PG



Briefing Note

Solutions / Lateral) for InnovaDel-Portail web/Web portal 0-4 999, InnovaDel - Mobile Application, API Module, Mobile Data Plan - Chassis & Scanner, InnovaTrac Software, InnovaMap - Collection – Contractor, Cloud Infrastructure Fee.

- **Annual software and data fees:** The initial software setup will be funded from the capital project as part of the overall RFID implementation. Ongoing annual licensing, cloud infrastructure, and mobile data fees will be from the operating budget once the system is established at an estimated \$5,000.00 annually depending on our final setup.
- **Project Budget update:** The project's current expenditures total \$437,670.12. Should Council approve this recommendation, the project cost would increase to \$652,177.34 (before GST), remaining within the approved project budget of \$1,000,000.00. This would leave a remaining balance of \$347,822.66 within the approved project budget before GST.

Having the supplier send a team to Fort Smith to assemble and distribute carts, upload tracking data, and provide on-site training is operationally important and cost effective. This approach minimizes disruption to regular Public Works operations and avoids pulling staff away from core duties for cart assembly, distribution, and data entry, while also supporting a smooth start-up of the RFID system. Using the Canoe-approved supplier also ensures the best pricing and that the carts and RFID system are fully compatible with existing and planned collection equipment.

RECOMMENDATION:

That Mayor and Council approve the purchase of residential garbage bins, RFID hardware, and associated setup, assembly, delivery, and initial software implementation from Superior North America Inc. through the Canoe Procurement Group in the total amount of \$214,507.22 dollars before GST, to be funded from the approved garbage truck capital project budget.



Product	60216 240L Cart	447 Charcoal	C1 Baffle - bar 12" plastic wheels	1063591 Product number
Printing	FORT SMITH NORTHWEST TERRITORIES			
Lid	63546 240L Lid	447 Charcoal	22	1063592 Product number
Printing	GARBAGE ONLY ARROWS...			

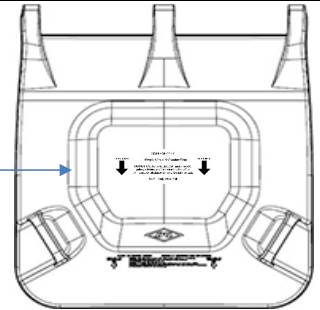
Lid
GARBAGE ONLY ARROWS...
Plate S-2524
7.00" L X 2.25" H
White foil : 3.8"

GARBAGE ONLY

TO STREET Keep Lid Closed & Container Clean TO STREET

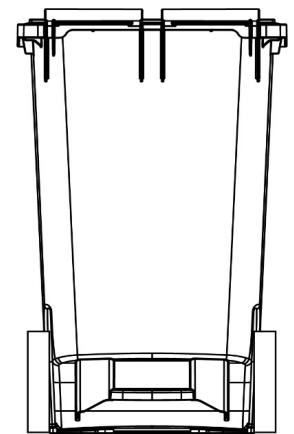
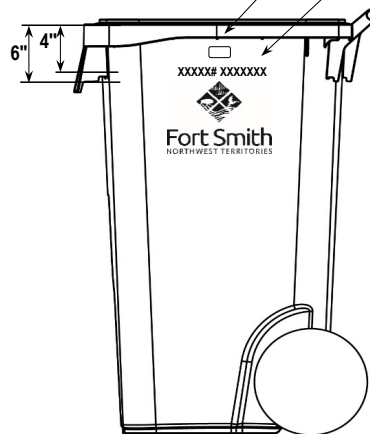
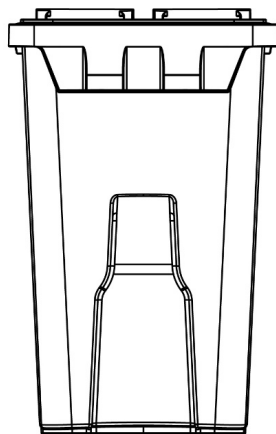
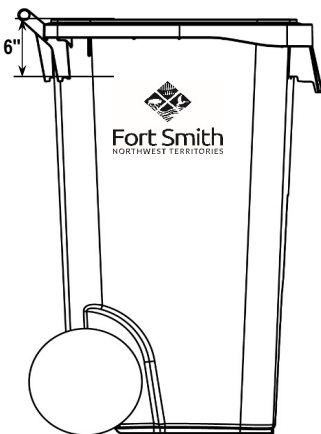
DO NOT USE for rocks, sod, dirt, sand, concrete, paints, solvents, gasoline, hot ashes & needles. No hazardous substances allowed. Do not overload.

Set Out Only When Full



BAR CODE
Serial number XXXXX - XXXXXXX

RFID
PREMATCH



Tolerance 1/4" up & down, left & right

Right Side
FORT SMITH
Plate S-TBD
8.00" L X 6.10" H
White foil : 7.6"

Front
description
Plate x-xxxx
0.00" L X 0.00" H
White foil : 0.0"

Left Side
FORT SMITH
Plate S-TBD
8.00" L X 6.10" H
White foil : 7.6"

Back
Description
Plate x-xxxx
0.00" L X 0.00" H
White foil : 0.0"

Customer	IPL's rep	Customer #	Emission Date	Revised Date	Version
SUPE RIOR	RICHARD PALU	3003220	2026-02-20	2026-03-05	1.3

Please review cart components below and checkmark.			APPROVED	NOT APPROVED
Cart Color	Charcoal	447	<input type="checkbox"/>	<input type="checkbox"/>
Grip	Baffle - bar		<input type="checkbox"/>	<input type="checkbox"/>
Weels	12" plastic wheels		<input type="checkbox"/>	<input type="checkbox"/>
Printing			<input type="checkbox"/>	<input type="checkbox"/>
Lid Color	Charcoal	447	<input type="checkbox"/>	<input type="checkbox"/>
Printing			<input type="checkbox"/>	<input type="checkbox"/>
Option Bio	Ventilated Lid		<input type="checkbox"/>	<input type="checkbox"/>
	Ventilated Cart		<input type="checkbox"/>	<input type="checkbox"/>

Signature

Approval Date

FF093A R.3 (12-24)

8.00 in



6.11 in

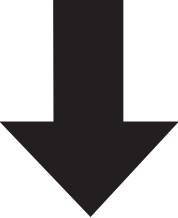
Fort Smith

NORTHWEST TERRITORIES

IPL	Hot-Stamp plaque /plate	IPL, 140, rue Commerciale Street Saint-Damien (QC) Canada G0R 2Y0 Tel. /Tel.: (418) 789-3651
S-4312		
	APPROUVÉE / APPROVED. Signature : _____ Date : _____	

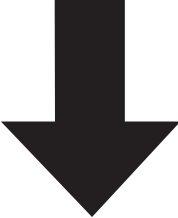
7.00 in

GARBAGE ONLY

TO STREET



Keep Lid Closed & Container Clean

**DO NOT USE for rocks, sod, dirt, sand, concrete,
paints, solvents, gasoline, hot ashes & needles.
No hazardous substances allowed. Do not overload.**

TO STREET


Set Out Only When Full

2.25 in

	Hot-Stamp plaque /plate	IPL, 140, rue Commerciale Street Saint-Damien (QC) Canada G0R 2Y0 Tél. /Tel.: (418) 789-3651
	S-2524	
	APPROUVÉE / APPROVED.	
	Signature : _____	Date : _____