Council of the Town of Fort Smith
November 3, 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 October 20, 2026

5. BUSINESS ARISING FROM THE MINUTES

6. DECLARATION OF FINANCIAL INTEREST

7. ADMINISTRATION

a. Protective Services
   i. Director's Report
   ii. Briefing Note: Housing NWT – Proposed Duplex Developments

b. Corporate Services
   i. Accounts Paid List
   ii. Correspondence

c. Briefing Note: Remembrance Day Procession Request

8. COUNCIL BUSINESS

a. Bylaws / Policies
   i. 2nd reading of Bylaw 1084 Land Disposal Bylaw
   ii. 3rd reading of Bylaw 1084 Land Disposal Bylaw

b. Appointments

c. Mayor and Council / Board Representatives

9. NEW BUSINESS

a. Notice of Motion

10. IN CAMERA

11. DATE OF NEXT COUNCIL MEETING

The next Regular Meeting of the Council will be held on November 17th, 2026, with reports from Community and Municipal Services.

12. EXCUSING OF COUNCILLORS

13. QUESTION PERIOD

14. ADJOURNMENT

MINUTES

The Regular meeting of Council was held on
Tuesday, September 15, @ 7 pm within the Town Hall Council Chambers.

Present:	Mayor Fergusson, D/M Keizer, Cr. Benwell, Cr. Karasiuk, Cr. Tuckey, Cr. Cox, and Cr. Couvrette
Regrets:	Cr. Bathe and Cr. Heaton
Staff Present:	David Henderson, Senior Administrative Officer Raveena Brown, Executive Secretary Samantha Stokell, Acting Director of Community Services Andrew Grenier, Director of Municipal Services Awa Mbacke, Director of Corporate Services

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

 # 26-199 **Moved by: Cr. Karasiuk**
Seconded by: Mayor Fergusson

That the agenda be adopted as amended.

PASSED

Cr. Couvrette requested a moment of silence prior to the adoption of the agenda to honour those who made the ultimate sacrifice while serving our country in Wainwright, Alberta, and to extend thoughts and wishes for a speedy recovery to those injured.

3. DELEGATIONS

4. APPROVAL OF MINUTES

a. Regular Meeting of Council October 6, 2026

 # 26-200 **Moved by: Cr. Cox**
Seconded by: Cr. Benwell

That the minutes of the Regular Meeting of October 6, 2026, be adopted as presented.

PASSED

5. BUSINESS ARISING FROM THE MINUTES

6. DECLARATION OF FINANCIAL INTEREST

7. ADMINISTRATION

a. Community Services

i. Director's Report

Samantha provided several departmental updates, highlighting the success of the Lawrie Hobart Volleyball Tournament, which attracted over 1,000 visitors to the Recreation Centre.

each day. PWK expressed appreciation for the Town's support in making the event successful. New Canadian-made exercise equipment is nearly ready for shipment. The Library launched a monthly outreach program at the Northern Lights Special Care Home, providing large-print books, audiobooks, and library memberships to residents. The Canada Bears National Mural Mosaic was unveiled at N60, featuring contributions from 42 local families. Daycare operations continue to go well, and swimming lessons have resumed with 38 participants ranging from infants to adults.

Cr. Karasiuk inquired about the ongoing lifeguard shortage and whether the situation had improved. Administration advised that efforts are underway to explore training opportunities, including upgrading junior lifeguards to National Lifeguard certification. Potential certification courses in Hay River are being considered, along with opportunities to collaborate with the Hay River pool manager. Recruitment and training strategies are still being developed, and interested individuals are encouraged to contact the Recreation Department.

b. Municipal Services

Director Grenier provided updates on several ongoing projects. The cemetery fence project is nearing completion, with the remaining work scheduled for next year. Installation of the new streetscape garbage containers is awaiting concrete work by a local contractor. Annual fire prevention inspections were completed at municipal facilities, with any identified deficiencies to be addressed upon receipt of the report.

The commercial garbage collection pilot project has received positive feedback, with minor concerns being addressed. The pilot will continue through the winter before a final decision is made. The transition to a two-day residential garbage collection schedule has shown significant operational benefits, including reduced equipment wear and improved maintenance.

Director Grenier also reported that the water valve repair near Aurora College was successful, with no water service interruptions required. The associated road closure is expected to end the following day at 5:00 p.m.

Cr. Karasiuk requested clarification on the proposed commercial garbage collection schedule and whether high-volume users would receive twice-weekly service. Administration clarified that the proposal involves dividing the existing once-weekly collection service over two days, similar to residential collection. Additional pickups may be considered through the rates and fees structure. The pilot project involves transitioning from steel bins to plastic side-loading bins to allow for a single-truck collection system. Administration noted that increased commercial waste during the summer was partly attributed to higher visitor activity, with volumes subsequently declining. Further analysis and discussions with affected businesses are required before any decisions are made following the completion of the pilot project.

Mayor Fergusson expressed appreciation for the progress on the cemetery fence project, noting that despite some scheduling challenges, the fence looks excellent. He commended the collaborative efforts between the Town and TDN in completing a project that has been highly anticipated by the community.

c. Briefing Note: DPA-045-26 Home Occupation Aquila Solutions

# 26-201	**Moved by: Cr. Cox** **Seconded by: Cr. Karasiuk**

That DPA-045-26, submitted by Dave Porter and Sarah Rosolen, for the operation of a consulting, advisory, and administrative support business, from Lot 229, Plan 207, 69 Pine Crescent, Fort Smith, be approved.

PASSED

d. Briefing Note: DPA-046-26 Home Occupation M.B. Contracting

# 26-202	**Moved by: Cr. Tuckey** **Seconded by: Mayor Fergusson**

That DPA-046-26, submitted by Delbert Bourke, for the operation of a carpentry and construction business, from Lot 682, Plan 358, 208 Primrose Lane, Fort Smith, be approved.

PASSED

e. SAO Report

Council requested an update on the previous motion directing Administration to develop a timeline, in consultation with the Bylaw Committee, to review at least five policies before the end of Council's term. Administration confirmed that work is underway, with the Fire Bylaw and Animal Control Bylaw expected to return to Council shortly. Council also requested a prioritized list of the five policies to be reviewed, which Administration indicated would be provided soon.

f. 2025 Audited Financial Statements

# 26-203	**Moved by: Mayor Fergusson** **Seconded by: Cr. Karasiuk**

That Council accept the 2025 audited financial statements.

PASSED

8. COUNCIL BUSINESS

a. Bylaws and Policies

b. Appointments

c. Mayor and Council Round Table

i. Cr. Tuckey extended condolences to the families who have recently lost their loved ones, as well as to the families of the military personnel who lost their lives at CFB Wainwright. He also expressed hope for a full recovery for those injured. He commended the success of the weekend's volleyball tournaments, noting the increased activity throughout the community and how encouraging it was to see the town so lively.

ii. Cr. Cox expressed appreciation for the progress on new sidewalk installations, the demolition of derelict properties, and the cemetery fence project. He reported attending a virtual meeting on riverbank erosion, noting that while Fort Smith appears to be ahead of other communities in addressing the issue, further assessment and quantification of risks are still needed. He offered to share the meeting updates with interested Council members. He also noted an upcoming

Wood Buffalo Winter Road open house and expressed interest in attending to learn about any potential changes.

iii. Cr. Couvrette expressed his personal concern regarding businesses and organizations displaying Christmas decorations immediately following Halloween, particularly in light of the recent events in Wainwright. He shared his belief that waiting until after Remembrance Day would demonstrate respect for veterans and those who serve our country. He personally encouraged local businesses and organizations to consider delaying Christmas displays until November 12 as a gesture of remembrance and respect.

iv. Cr. Benwell expressed her personal concern regarding what she perceives as an increasing number of foxes roaming throughout the community. She noted that, in her observation, there appear to be more foxes roaming freely than dogs and expressed concern about the potential risk to public safety, particularly for children. She emphasized her belief that the issue should be addressed proactively to prevent possible bites or exposure to rabies, especially with winter approaching.

v. Cr. Karasiuk commended the Town and contractors for their professional and efficient work on the sidewalk improvements. He also expressed appreciation to Recreation Centre staff, GVT, PWK, and community members for their support of the successful volleyball tournament. He raised concerns about the deteriorating scoreboard at the Recreation Centre gym and suggested exploring replacement options, potentially through sponsorship.

Cr. Karasiuk also expressed frustration with the accuracy of Northwest Territories Power Corporation's communications regarding scheduled power outages, noting discrepancies between the published outage maps and actual interruptions. However, he acknowledged and appreciated the corporation's willingness to reschedule an outage to avoid disrupting the volleyball tournament. He concluded by wishing everyone a safe and enjoyable Halloween.

vi. D/M Keizer expressed interest in seeing the completed sidewalk improvements, noting that construction was underway when he left the community. He advised that Parks Canada had contacted him regarding a potential briefing and that he had forwarded the information to the Mayor for follow-up. He also expressed his personal satisfaction with the recent vote in Alberta, thanking Albertans for what he viewed as their contribution to keeping Canada strong.

vii. Mayor Fergusson provided several updates, including plans through TLC to organize a community safety and well-being event addressing concerns related to crime and illicit drug activity, with an emphasis on developing actionable solutions. An initial planning meeting is anticipated by November 6. She also reported presenting Fort Smith's concerns and six proposed outcomes to the Aurora College Board of Governors and participating in a governance discussion with municipal leaders.

Mayor Fergusson emphasized the need for additional community volunteers to fill vacancies on municipal advisory boards and encouraged residents to apply. She also reported meeting with Parks Canada regarding organizational restructuring and workforce reductions, as well as upcoming changes to winter road operations. An open house is scheduled to provide further information. She concluded by inviting.

residents to meet with her at N60 the following week from 3:30 to 5:30 p.m. to discuss community concerns and ask questions.

9. NEW BUSINESS

a. Notice of Motion

10. PROCLAMATIONS

11. DATE OF NEXT COUNCIL MEETING

Regular Meeting of Council (Protective & Corporate)	November 3rd, 2026, @ 7 pm to be chaired by Cr. Benwell
Regular Meeting of Council (Community & Municipal)	November 17th, 2026, @ 7 pm to be chaired by Mayor Fergusson

12. EXCUSING OF COUNCILLORS

 # 26-204 **Moved by: Mayor Fergusson**
Seconded by: Cr. Cox

That Cr. Bathe and Cr. Heaton be excused from the regular meeting of Council on October 20, 2026.

PASSED

13. IN-CAMERA

 # 26-205 **Moved by: Cr. Cox**
Seconded by: Cr. Tuckey

That Council move in camera in accordance with the Cities, Towns, and Villages Act, Section 23(c) at 7:39 pm.

PASSED

 # 26-206 **Moved by: Cr. Karasiuk**
Seconded by: Cr. Tuckey

That Council move out of in camera at 9:31 pm.

PASSED

14. QUESTION PERIOD

15. ADJOURNMENT

 # 26-207 **Moved by: Cr. Karasiuk**
Seconded by: D/M Keizer

That the meeting be adjourned at 9:32 pm.

PASSED

REPORT TO COUNCIL

Department: Protective Services **Date:** October 28, 2026 **Subject:** Monthly Report

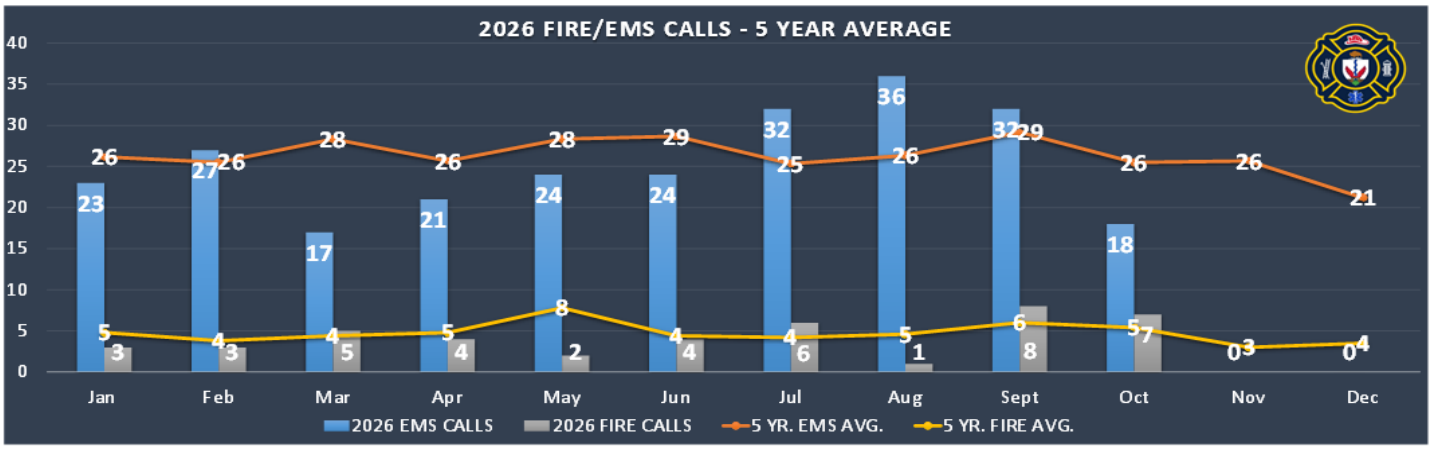
NOTE: Updated look and feel – This report has been updated to better reflect relevant information for Council consideration.

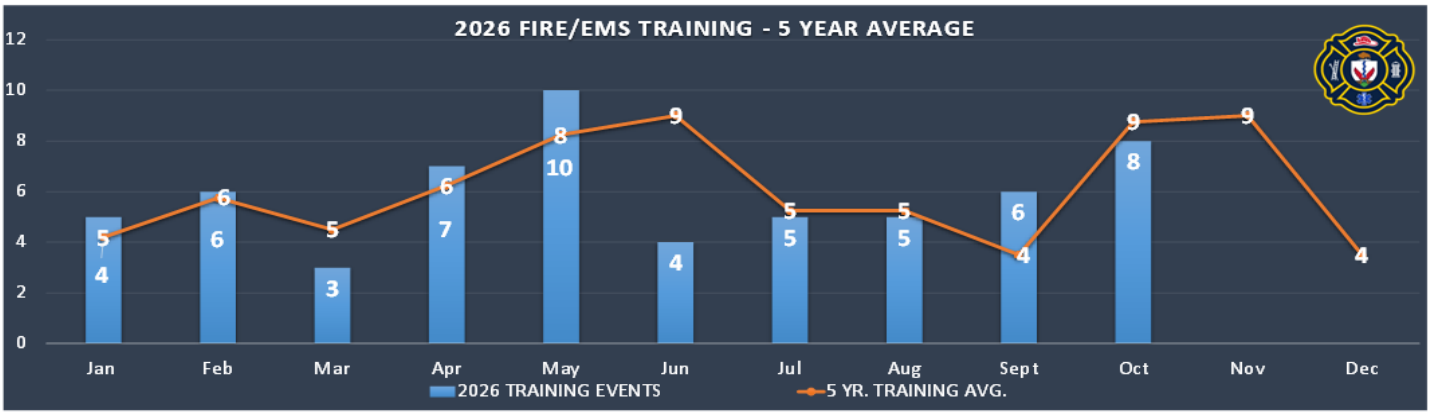
Fire/EMS General Updates

October saw lower than average EMS call volumes and slightly higher than average fire responses. Overall activity remains consistent with historical trends. This month there were eight training events. Spikes in training through the spring and fall show preparation for the changing seasons and priorities of the department and align with larger training objectives.

The Department has welcomed a new Deputy Chief – Jami Short. Jami brings a wealth of knowledge and experience to the team as a long-time resident and department member. We are excited to have him on the team full time!

Dispatch services and accompanying software upgrades are complete. Strathcona dispatch has shown that they provide a professional and responsive service and have been great to work with.





Land & Development Summary

The Development Appeal Board has issued a final decision on an appeal of the Zoning Bylaw. This appeal highlighted a need for better training and guidance for the appeal board members as well as the need for administration to find a larger pool of members to reduce quorum challenges in the future.

The Housing Accelerator Fund application process is being updated to include garage suites and garden suites as options to better reflect the program and allowable developments in the Zoning Bylaw.

Business Licensing Report

TYPE	2024 Licenses	2025 Licenses	2026 Year to Date
NEW	26	42	35
RENEWAL	185	163	170
LAPSED/UN-RENEWED	48	89	38
TOTAL	211	205	205

Development Permit Report

TYPE	2024 Permits Issued	2025 Permits Issued	2026 Year to Date
CONSTRUCTION/DEMOLITION	38	34	36
HOME OCCUPATION	16	20	20
EXCAVATION/RELOCATION	5	5	2
TOTAL	56	59	58

Bylaw Enforcement Summary

Bylaw Officer Dane Wright will be going on leave shortly. A term position has been posted for coverage during his absence.

The Fort Smith Animal Society has ceased animal care operations at the animal shelter. Protective Services is implementing an interim plan to maintain basic animal care, with volunteer assistance for evenings and weekends. The shelter will operate as a short-term holding facility, with length of stay determined by animal welfare considerations, enforcement requirements, and available resources.

Discussions with the Society are ongoing to determine future operating arrangements. The Society will continue its spay and neuter program.

Increased animal control enforcement reflects an increase in complaints from the public.

TYPE	2024 Enforcement	2025 Enforcement	2026 Year to Date	October 2026
ANIMAL CONTROL	81	99	135	19
ATV/TRAFFIC	84	101	38	8
PROPERTY RELATED	6	35	68	2
EDUCATION/PUBLIC OUTREACH	19	20	6	1
TOTAL	190	255	247	30

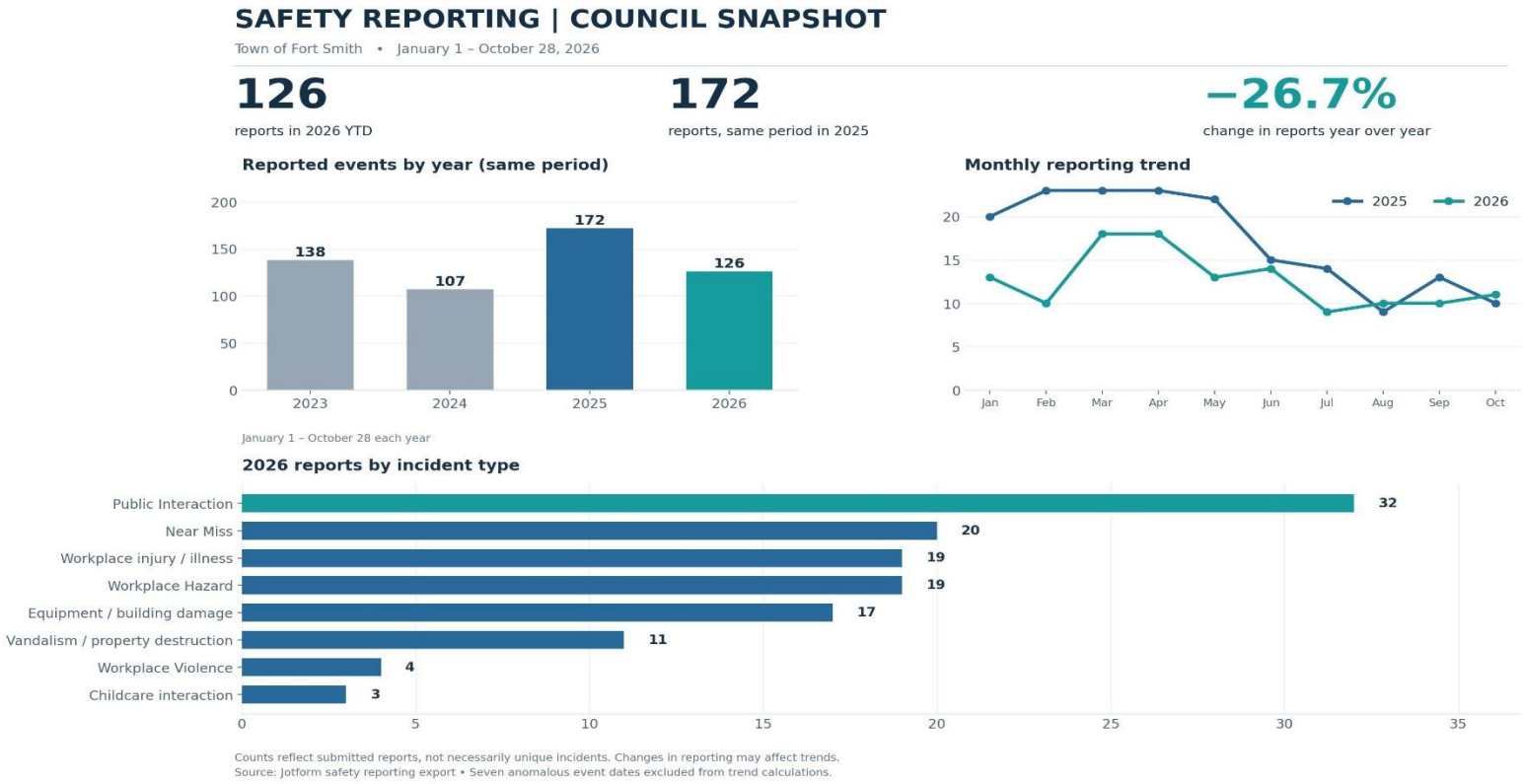
Emergency Management

The emergency management plan is now in the review phase with after action reviews being completed and considered for incorporation into the 2027 planning cycle.

Occupational Health and Safety

Monthly JOHSC meetings are continuing as scheduled. With the addition of a full time Deputy Chief more resources can be directed at growing our safety cutulre.

Safety reporting is down 26.7% compared with the same period in 2025. Reporting trends continue to be monitored to better understand workplace hazards, reporting practices, and opportunities for improvement.



Capital Projects Update

1. **Emergency Equipment Evergreen** – Emergency Equipment Evergreen – Procurement underway, within approved capital program.
2. **Fire Hall retrofit** –Maskwa has been chosen as the project manager. A tender is prepared for release.
3. **New Fire Hall RFP** – In consultation with the SAO it has been decided that a tender will be created to assess the future viability of Town Hall including a needs analysis of Town Hall and quote for retrofit.
    a. Final documents are being prepared for both the needs analysis and viability study. The study shows that Town Hall is structurally sound and a good candidate for upgrades and expansion in the future.
    b. Geotechnical work is being quoted for potential Fire Hall sites.
4. **Replacement Ambulance** – A proponent has been selected, and final documentation is being drafted.
5. **FireSmart Projects** – Work is underway on current projects at the landfill and sewage lagoon.
6. **Community Wildfire Resiliency Funding –** 2027 funding has been secured and procurement is occurring now.

Adam McNab
Director of Protective Services

Briefing Note

To: Mayor and Council
From: Lands Officer – Nicholas Carbery
Date: October 28, 2026
Subject: Housing NWT – Proposed Duplex Developments

PURPOSE:

To present five development permit applications submitted by Housing Northwest Territories (Housing NWT) for Council's consideration and approval of the proposed building designs based on their aesthetic appearance and compatibility with the surrounding residential neighbourhood.

BACKGROUND:

Housing NWT has submitted five development permit applications for the construction of five single-storey duplex buildings, providing a total of ten bachelor-style residential units.
The proposed developments are located at:

- **7 Whitford Road** – Lot 1759, Plan 4330
- **14 Whitford Road** – Lot 1763, Plan 4330
- **23 Whitford Road** – Lot 1752, Plan 4330
- **26 Whitford Road** – Lot 1626, Plan 2895
- **446 Calder Avenue** – Lot 1739, Plan 4330

Each proposed duplex consists of two self-contained residential units within a single modular structure.
Housing NWT has indicated that the proposed buildings will incorporate timber-framed gable porches, metal siding with wood-grain accents, and varied exterior colour schemes intended to complement the surrounding neighbourhood.

CURRENT SITUATION:

The Town of Fort Smith recognizes the importance of additional housing within the community and the benefits these developments would provide in addressing local housing needs.
However, concerns have previously been raised regarding the architectural appearance and aesthetic compatibility of recent Housing NWT developments within the community.
As a result, the proposed developments are being presented to Council for consideration of their architectural appearance and compatibility with the character of the surrounding residential neighbourhood.
Council is being provided the opportunity to approve or reject the proposed developments based on their aesthetic appearance.

CONSIDERATION:

Council's consideration is limited to the aesthetic aspects of the proposed developments. The Development Officer will independently review each application for compliance with the Town of Fort Smith's Zoning Bylaw and all other applicable development requirements.
Approval by Council regarding the proposed building designs does not constitute development permit approval, nor does it exempt the applicant from meeting applicable regulatory requirements.

Briefing Note

RECOMMENDATION:

That Council review the five proposed Housing NWT duplex developments and approve or reject the proposed building designs based on their aesthetic appearance and compatibility with the surrounding residential neighbourhood.

HOUSING
Northwest Territories

DEVELOPMENT PERMIT APPLICATION

New Social Housing Units



Town of Fort Smith

Northwest Territories

Bronwyn Rorke

Housing NWT

Scotia Bank Center

5102-50th Ave

P.O Box 2100, Yellowknife, NT, X1A 2P6

174 McDougal Road

PO Box 147

Fort Smith

NT X0E 0P0

Attention: Permit Officer / Planning Department

October 8, 2026

Dear Planning Department

RE: Development Permit Application - Five Single-Occupant Duplexes on Whitford Road

On behalf of the Housing NWT Design and Projects team, I am pleased to submit our development permit application for five new duplexes on Whitford Road. These are new social housing units, not replacements. They will add modern, high-quality homes to Fort Smith and provide housing for single residents on our waiting list.

We believe that the modular duplexes will fit in with the neighbourhood, add value to the area, and provide durable, climate-adapted housing:

- **Scale:** The duplexes are low-profile, single-storey buildings that match the scale of the surrounding homes.
- **Appearance:** Each unit has a timber-framed gable porch at the entry. The exterior uses two tones of non-combustible metal siding, one solid colour and one with a wood-grain pattern. The five duplexes come in two colour schemes to add variety along the street front.

HOUSING
Northwest Territories

- **Wildfire resilience:** The design and site work include wildfire protection measures, such as metal siding, skirting and tree clearing to FireSmart standards.
- **Landscaping:** Each unit will have a grass front yard and a birch tree, which will help beautify the neighbourhood.
- **Construction quality:** The duplexes meet or exceed the GNWT's Good Building Practices.
- **Energy efficiency:** The units are designed to perform 10% better than the National Energy Code of Canada for Buildings (NECB) 2020.

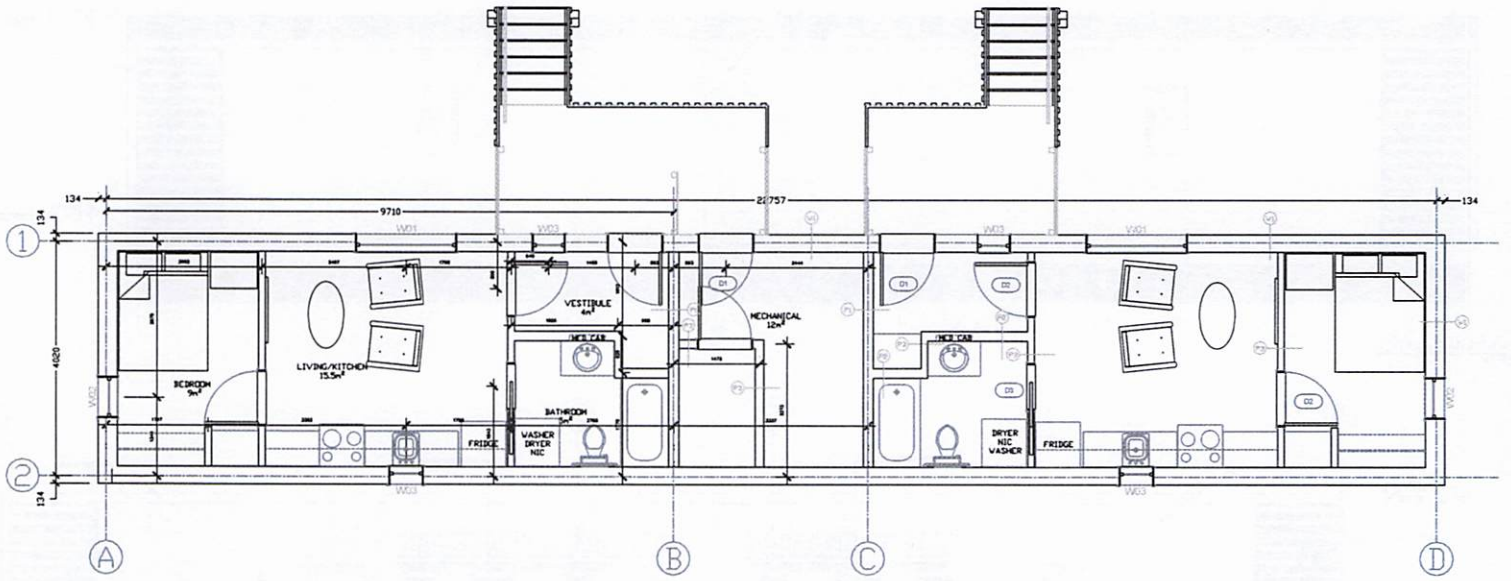
The cover of this application includes a rendering of the units. It shows the gable porch design, which we chose specifically to reflect the character of Fort Smith.

Thank you for considering our application. Please contact me with any questions or if you would like to discuss the project further.

Best Regards,

Bronwyn Rorke.

Bronwyn Rorke



1 PLAN
A100 1:30

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CLIENT
HOUSING Northwest Territories

CONSULTANTS
CONCEPT ENGINEERING
McElhanney

PERMIT TO PRACTICE & SEAL
ARCAN
PERMIT No. 016
Issued pursuant to Section 29 of the Architects Act of the Northwest Territories

00	DESIGN CONFIRMATION	C.A.C	2025-10-28
00	90% DESIGN	C.A.C	2025-11-04
00	100% IFR	C.A.C	2025-12-11
00	IFC	C.A.C	2026-04-02

DRAWN BY: C.CAMERON
CHECKED BY: C. CAMERON, NWTAA, MRAIC

PROJECT TITLE
84 MODULAR SINGLES
DUPLEX

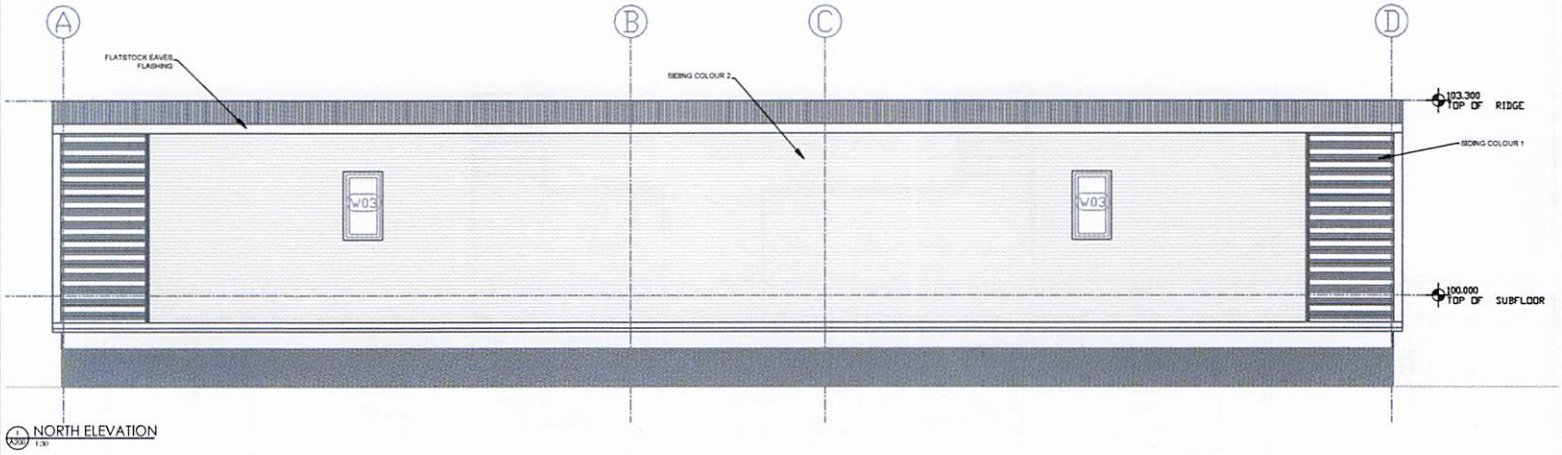
DRAWING TITLE
PLAN

DATE
2026-04-02

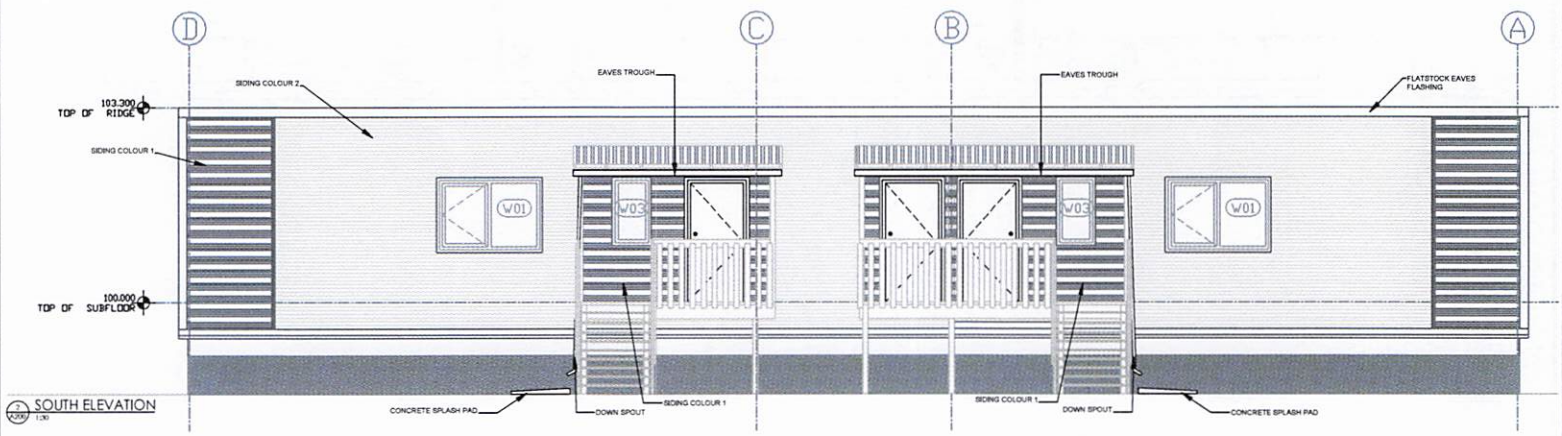
DWG No
A100

REVISION
00

PROJECT No
2526000



1 A200 NORTH ELEVATION 1:30



2 A200 SOUTH ELEVATION 1:30

ARCAN

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CLIENT: HOUSING Northwest Territories

CONSULTANTS: CONCEPT ENGINEERING, McElhanney

PERMIT TO PRACTICE & SEAL: ARCAN PERMIT No. 016 Issued pursuant to Section 29 of the Architects Act of the Northwest Territories

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DRAWN BY: C.CAMERON
CHECKED BY: C. CAMERON, NWTAA, MRAIC

PROJECT TITLE: 84 MODULAR SINGLES DUPLEX

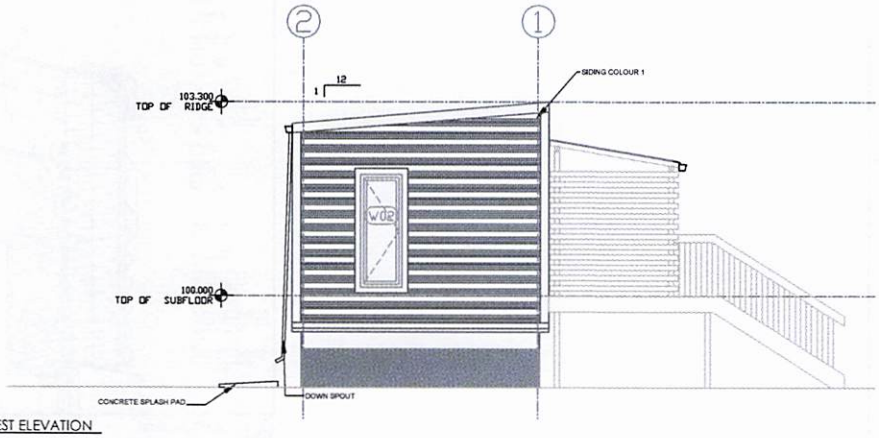
DRAWING TITLE: ELEVATIONS

DWG No: A200

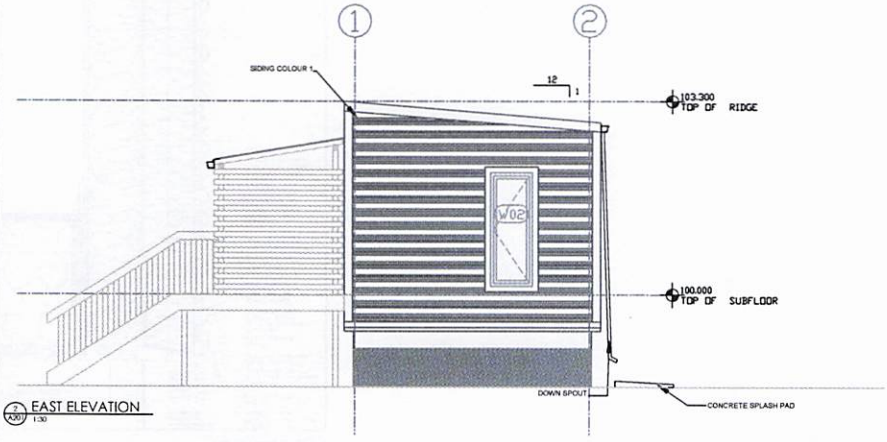
DATE: 2026-04-02

REVISION: 00

PROJECT No: 2528000



WEST ELEVATION
A201 1:30



EAST ELEVATION
A201 1:30

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DRAWN BY: C.CAMERON
CHECKED BY: C. CAMERON, NWTAA, MRAIC

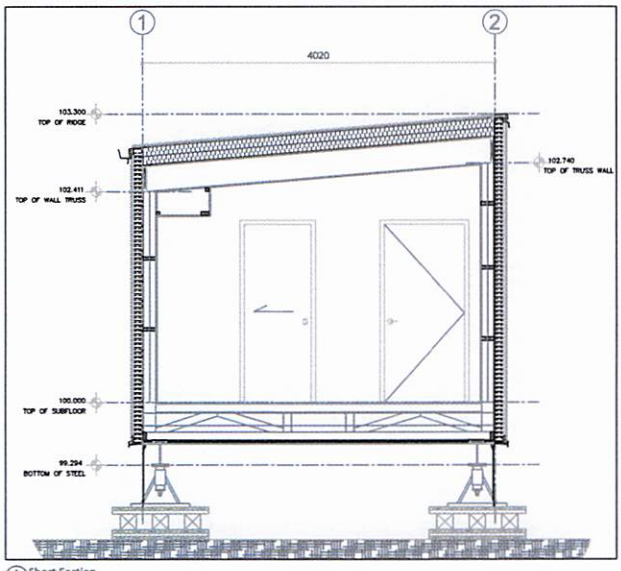
PROJECT TITLE
84 MODULAR SINGLES
DUPLEX

DRAWING TITLE
ELEVATIONS

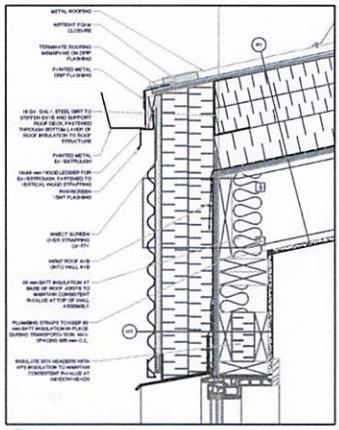
DWG No
A201

DATE
2026-04-02

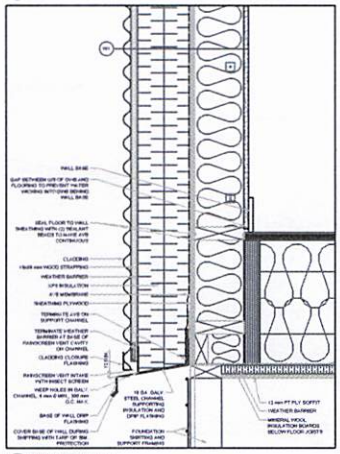
REVISION 00
PROJECT No 2528000



1 Short Section
scale 1:20



2 Eave and Gutter Detail
scale 1:5



3 Wall Base Detail
scale 1:5

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CONCEPT ENGINEERING
McElhanney

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DRAWN BY C.CAMERON
CHECKED BY C. CAMERON, NWTAA, MRAIC

PROJECT TITLE
84 MODULAR SINGLES DUPLEX

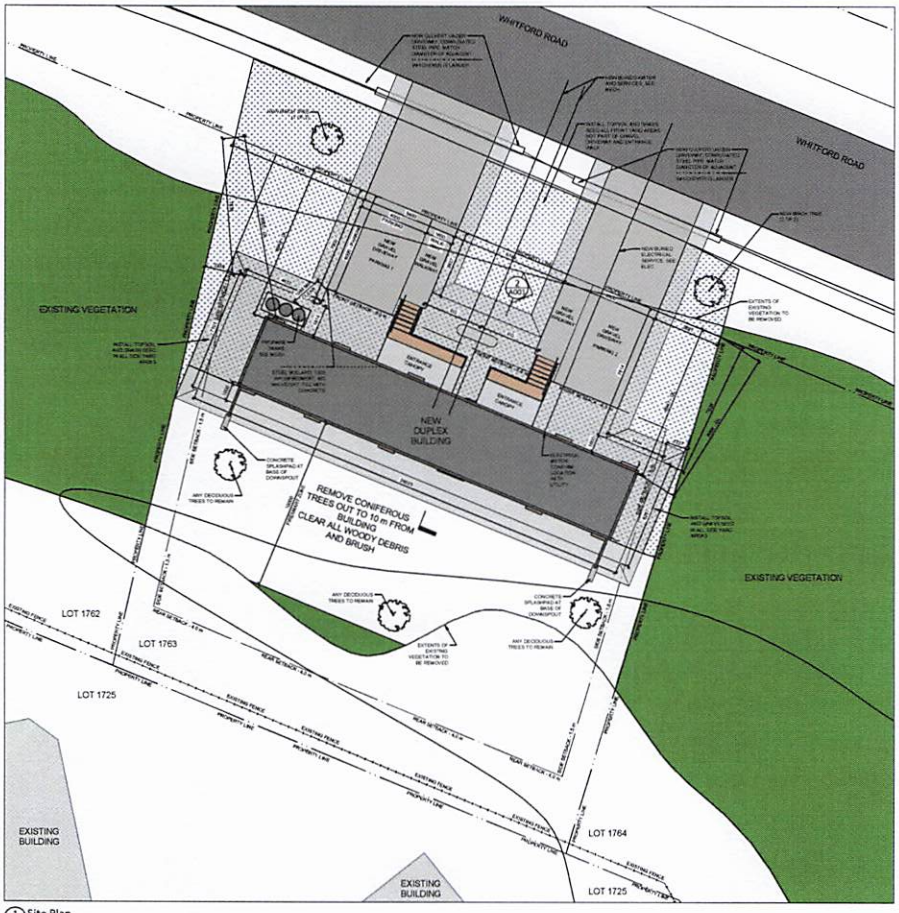
DRAWING TITLE
SECTION AND DETAILS

DWG No
A300

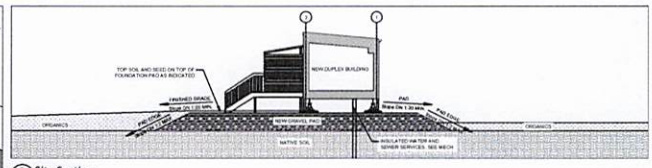
DATE
2026-04-02

REVISION
00

PROJECT No
2528000



1 Site Plan
A001 scale 1:100



2 Site Section
A001 scale 1:100

NOT USED

3 Retaining Wall - Section
A001 scale 1:10

BYLAW ARTICLE	REQUIREMENT
ALL ZONES LANDSCAPING (TABLE 7-1)	FRONT YARD SEEDED (COMPLIANT)
PARKING SPACES (TABLE 7-3)	1.0 PER UNIT / 2 TOTAL (COMPLIANT)
WILDFIRE HAZARD PROTECTION	SKIRTING AROUND RAISED FOUNDATION (COMPLIANT)
	FIRE-RESISTANT SIDING (COMPLIANT)
	1.5 m PERIMETER ZONE FREE OF SURFACE FUELS (COMPLIANT)
	TREE CLEARING WITHIN 10 m OF BUILDING (COMPLIANT)
	3.0 m VEGETATION CLEARANCE ZONE AROUND PROPANE TANKS (COMPLIANT
R-1 ZONE BUILDING TYPE (9.2.1.B)	SIDE-BY-SIDE DUPLEX (COMPLIANT)
FRONT YARD SETBACK (MIN.)	6 m (COMPLIANT)
SIDE YARD SETBACK (MIN.)	1.5 m (COMPLIANT)
REAR YARD SETBACK (MIN.)	4 m (COMPLIANT)
HEIGHT (MAX.)	10.5 m (COMPLIANT)

5 Zoning Information
A001 scale NTS

MUNICIPAL ADDRESS	SURVEY INFORMATION
UNIT 8127 WHITFORD ROAD FORT SMITH, NT X0E 0P0	LOT 1763 PLAN 4330

6 Address Information
A001 scale NTS

NOT USED

4 Retaining Wall - Axonometric
A001 scale 1:25

EXCAVATION DEPTH	REMOVE ALL ORGANICS TO EXPOSE NATIVE SOIL.
EXCAVATION EXTENTS	EXCAVATE MINIMUM 1 m BEYOND BUILDING FOOTPRINT.
GEOTEXTILE	NON-WOVEN GEOTEXTILE FILTER FABRIC
GRAVEL TYPE	NON-FROST SUSCEPTIBLE GRANULAR FILL. MAX. 10% FINES.
PAD THICKNESS	1000 mm MINIMUM 300 mm MINIMUM ABOVE ADJACENT GRADE
LIFT THICKNESS	150 mm MAXIMUM
COMPACTION	100% SMPDD
PAD EXTENSION	1 m MINIMUM BEYOND FOOTPRINT ** 1 m @ 1:20 (5%) SLOPE MIN. ** SLOPE EDGES @ 1:2 (50%) MAX.
AIRSPACE BETWEEN PAD AND UNDERSIDE OF FLOOR STRUCTURE	NO MINIMUM REQ'D. SET BUILDING AS CLOSE TO PAD AS POSSIBLE

7 Foundation Pad Specifications
A001 scale NTS

ARCAN

ARCAN GROUP INC.
IN ENTERPRISE DRIVE
YELLOWKNIFE, NT
X1A 0G2
PH: 867-669-0466
WEB: WWW.ARCANLNT.CA

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CLIENT
HOUSING Northwest Territories
5102-50TH AVENUE
P.O. BOX 2100
YELLOWKNIFE, NT

CONSULTANTS

PERMIT TO PRACTICE & PROFESSIONAL SEAL

NOT FOR CONSTRUCTION UNLESS SIGNED AND SEALED

REVISION HISTORY

00	INTERNAL REVIEW	CO	2026-07-03
01	CLIENT REVIEW	CO	2026-08-06

DRAWN BY: C. CLAND CHECKED BY: C. CAMERON, MRT AA, MRAC

PROJECT
MODULAR SINGLES DUPLEXES
FORT SMITH, NT

SHEET
SITE PLAN
DUPLEX
LOT 1763, PLAN 4330

CONSTRUCTION SCREW

TRUE NORTH

DRAWING
A001
2579000


Recreational
Pricing Tier 2
Recreational
Pricing Tier 1

Minister of Housing and Infrastructure
Minister responsible for
Pacific Economic Development Canada

Ministre du Logement et de l'Infrastructure
Ministre responsable de
Développement économique Canada pour le Pacifique

Ottawa, Canada K1P 0B6

October 2, 2026

To the partner communities of the Housing Accelerator Fund (HAF):

Over the past several years, HAF has challenged local governments across Canada to set ambitious housing goals and tackle some of the most significant barriers that make it more difficult to build the homes people need.

Your communities answered that challenge. Through your participation in HAF, you committed to advancing local solutions that make it faster and easier to build housing. To date, the first three HAF payments have reflected action plan progress toward implementing these commitments.

As we move into the final phase of HAF, I am writing to provide clarity regarding how the final annual payments will be calculated. The final payment will consist of two components:

Ten percent of the final payment will be based on the completion of your Action Plan commitments. These commitments must remain in force as they form the foundation of the program and are essential to achieving lasting improvements in how housing is delivered.

The remaining ninety percent of the final payment will be based on your community's progress toward its HAF-incented permit targets. HAF-incented units are those units above the baseline forecast established in your funding agreement.

This portion of the payment will be calculated proportionally based on the number of HAF-incented units achieved relative to your respective targets for rapid transit, missing middle, other multi-unit development, and affordable housing. Communities that achieve a greater share of their HAF-incented permit targets will receive a correspondingly greater share of the permit-based component of the final payment, up to the agreement amount. Meeting all targets, combined with completing all Action Plan commitments, will result in the full final payment.

Additionally, if you were previously notified by me, or by my ministerial predecessor, of specific conditions related to future payments, those considerations will continue to inform the final payment assessment, where warranted.

Representatives from Canada Mortgage and Housing Corporation (CMHC) will shortly reach out to your staff to provide a more detailed breakdown of the final payment and to review the methodology. The Government of Canada and CMHC remains committed to working collaboratively with communities to support the successful implementation of HAF commitments and the achievement of housing targets. If you have questions, concerns regarding your ability to meet targets, and or wish to discuss challenges affecting implementation, I encourage you to engage with CMHC officials so that we can continue working together to identify solutions and support your community's success.

HAF is built on a shared commitment to deliver meaningful housing outcomes, and the Government of Canada remains committed to working with communities to address your housing needs. Thank you for your continued partnership.

Sincerely,



The Honourable Gregor Robertson, P.C., M.P.
Minister of Housing and Infrastructure and Minister responsible for
Pacific Economic Development Canada

Briefing Note

To: Mayor and Council
From: Lands Officer Nicholas Carbery
Date: September 29, 2026
Subject: Land Disposal

PURPOSE:

To present for first reading a Land Disposal Bylaw authorizing the transfer of Lot 1766, Plan 4330 (22 Whitford Rd.) to Rajyashri S. Waghray and Pranay Waghray for the sum of $70,441.00.

BACKGROUND:

Lot 1766, Plan 4330 (22 Whitford Rd.) is currently owned by the Town of Fort Smith and is listed for sale.
An application to purchase the property has been received from Rajyashri S. Waghray and Pranay Waghray at the listed price of $70,441.00. The applicants have submitted the required 15% deposit in the amount of $10,566.15.

CURRENT SITUATION:

The applicants have applied to purchase Lot 1766, Plan 4330 (22 Whitford Rd.) from the Town of Fort Smith for the listed price of $70,441.00.
The application indicates that the property is to be registered to the applicants as Joint Tenants with right of survivorship.
The sale of the property requires authorization through a Land Disposal Bylaw prior to the Town proceeding with the transfer of the subject lands.

RECOMMENDATION:

That Council give First Reading to the Land Disposal Bylaw – Lot 1766, Plan 4330 (22 Whitford Rd.), authorizing the transfer of the subject lands to Rajyashri S. Waghray and Pranay Waghray for the amount of $70,441.00.

Briefing Note

To: Mayor and Council
From: Administration
Date: November 3, 2026
Subject: Remembrance Day Procession Request

PURPOSE:

To seek Council approval for temporary road closures on November 11, 2026, to accommodate the Royal Canadian Legion Branch 239 Remembrance Day Parade.

BACKGROUND:

The Town of Fort Smith received a request from the Royal Canadian Legion Branch 239, dated October 29, 2026, regarding temporary road closures for the annual Remembrance Day Parade.

The Remembrance Day Ceremony will take place at the Salt River First Nation Office, located at 195 McDougal Road, beginning at 11:00 a.m. on November 11, 2026.

Following the ceremony, participants will march to the Cenotaph at the Royal Canadian Legion on Breynat Street for the laying of wreaths. The parade is anticipated to take place between approximately 11:15 a.m. and 12:00 p.m.

ANALYSIS:

The proposed parade route will begin at the rear entrance of the Salt River First Nation Office and proceed along King Street to McDougal Road, east along McDougal Road to the intersection of Breynat Street, and north along Breynat Street to the Royal Canadian Legion entrance.

Temporary road closures will be required along the parade route to ensure the safety of participants and motorists.

The closures will be limited to the duration of the parade, with roads reopening once participants have safely cleared the route.

The proposed parade route is identified on the attached map.

RECOMMENDATION:

That Council approve the temporary road closure on November 11, 2026, between approximately 11:15 a.m. and 12:00 p.m., to accommodate the Royal Canadian Legion Branch 239 Remembrance Day Parade, along the designated route from the Salt River First Nation Office to King Street, onto McDougal Road, through the intersection of McDougal Road and Breynat Street, and north along Breynat Street to the Royal Canadian Legion.

FORT SMITH BRANCH #239

ROYAL CANADIAN LEGION

Town of Fort Smith
174 McDougal Road
Fort Smith, NT
X0E0P0

October 29, 2026

To Whom it may Concern,

We are writing this letter to provide information on our planned parade on November 11th sometime between 1115 am and 12 am to coincide with the Remembrance Day Service.

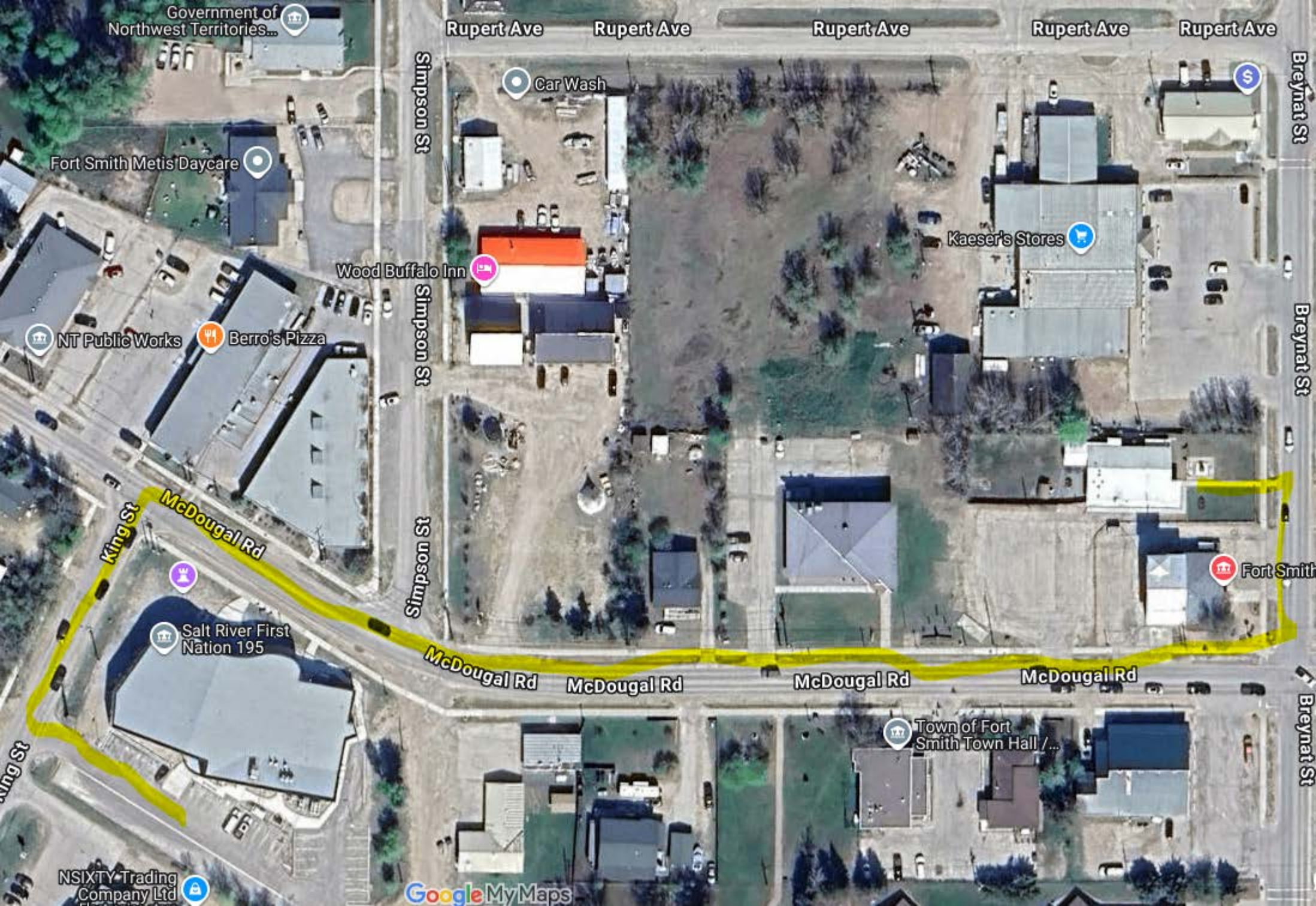
The Royal Canadian Legion Branch 239 will be holding the Remembrance Day Ceremony at the Salt River First Nation Office located at 195 McDougal Road at 11am November 11th.

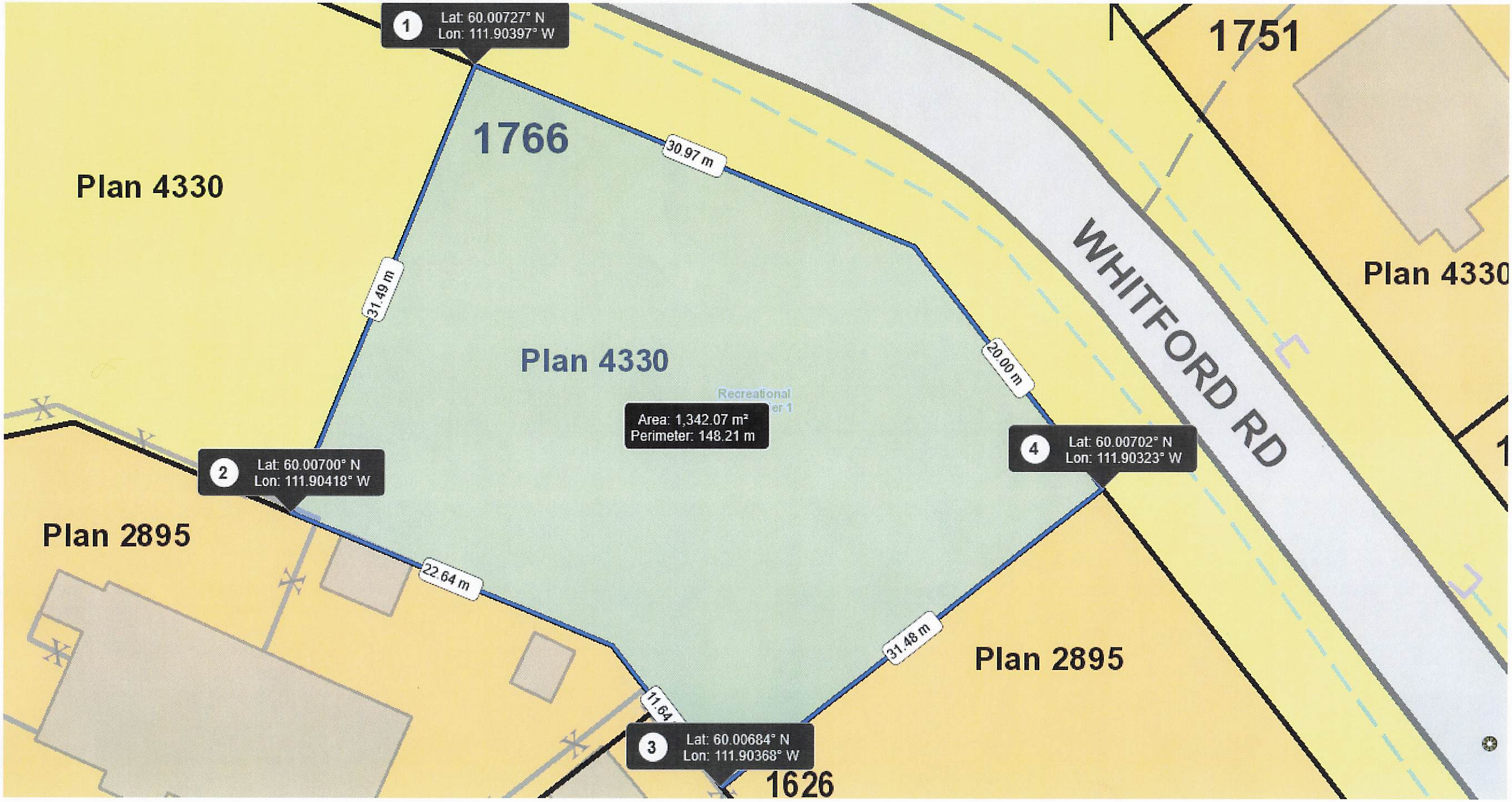
Immediately following the Ceremony, we plan to march to the Cenotaph located at the Legion on Breynat Street for laying of the Wreaths. Our planned route is from the rear doors of the SRFN Office building to King Street, to McDougal Road to the 4 way stop at Breynat and McDougal and then North to the Legion Entrance. Once we have cleared the road at the Legion the parade ends. We will hold a short service outside and then reconvene at the Branch for lunch.

I have included a Map of the planned route for your planning purposes. If you have any questions please reach out to the Branch Manager.

Thank you,

Westly Steed
President
Branch #239


Government of Northwest Territories...
Rupert Ave
Rupert Ave
Rupert Ave
Rupert Ave
Rupert Ave
Breynat St
Simpson St
Car Wash
Fort Smith Metis Daycare
Kaeser's Stores
Wood Buffalo Inn
Simpson St
Breynat St
NT Public Works
Berro's Pizza
King St
McDougal Rd
Simpson St
Fort Smith
Salt River First Nation 195
McDougal Rd
McDougal Rd
McDougal Rd
McDougal Rd
Breynat St
Town of Fort Smith Town Hall /...
NSIXTY Trading Company Ltd
Google My Maps


1
Lat: 60.00727° N
Lon: 111.90397° W
1766
30.97 m
Plan 4330
31.49 m
Plan 4330
20.00 m
Area: 1,342.07 m²
Perimeter: 148.21 m
2
Lat: 60.00700° N
Lon: 111.90418° W
4
Lat: 60.00702° N
Lon: 111.90323° W
Plan 2895
22.64 m
31.48 m
Plan 2895
11.64
3
Lat: 60.00684° N
Lon: 111.90368° W
1626
1751
Plan 4330
WHITFORD RD

THE CORPORATION OF THE TOWN OF FORT SMITH

APPLICATION TO PURCHASE LAND

22 Whitford.

I/We the undersigned RAJYASHRI S. WAGHRAY + PRANAY WAGHRAY of the Town of Fort Smith, in the Northwest Territories, hereby make application to the Town of Fort Smith, to purchase the following land this 23rd day of SEPTEMBER, 2026 A.D.

LOT 1766

Lot# 1766 Plan 4330 Zoning _____ Price $ 70,441 includes GST.

Lot# _____ Plan _____ Zoning _____ Price $ _____ includes GST.
(if more than 2 lots, attach separate listing)

In good faith of the application, I/We enclose/attach a certified cheque/money order/cash/Visa/Mastercard (circle appropriate method) in the amount of $ 10,566.15 representing 15% of the total purchase price. Balance shall be due and payable on advice received of Council Approval.

I/We understand and acknowledge that this is an application and does not commit the Town to sell nor enter into any agreement nor commit the Town in any matter whatsoever related to the said land.

I/We understand and acknowledge that I/We have the option to withdraw the application to purchase at any time without penalty, but I/We understand and acknowledge that once the By-Law to sell has been passed and/or an agreement has been signed that should I/We wish to withdraw our application that a 15% penalty will be assessed, based on the total cost of the land being purchased.

Title Registration

(✓) Joint Tenants (survivorship)
( ) Tenants in Common (non-survivorship)

_____
Witness

_____
Signature of Applicant(s)

This application received and acknowledged this ___ day of _____, 20__A.D.

Receipt Number _____ issued to _____ in the amount of $ _____ this _____ day of _____, 20__A.D.

_____
(For the Town of Fort Smith)

By-Law Number _____ approved by Council this_____ day of_____, 20___A.D.