















**Town of Fort Smith
Town Council Meeting
Agenda**

Tuesday, May 16, 2023, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. RCMP Police Report April 2023	 Fort Smith Policing Report 2023-04.pdf
D. Approval of Council Minutes a. Regular Council Meeting Minutes 04-23 April 18, 2023 b. Special Meeting of Council SP-02-23 April 18, 2023 c. Special Meeting of Council SP-03-23 April 27, 2023 d. Special Meeting of Council SP-04-23 May 4, 2023 e. Special Meeting of Council SP-05-23 May 9, 2023 f. Special Meeting of Council SP-06-23 May 9, 2023	  Council Minutes Special Meeting April 18, 2023.pdf Minutes SP-02-23 Apr   Special Meeting Special Meeting Minutes SP-03-23 Apr Minutes SP-04-23 M   Special Meeting Special Meeting Minutes SP-05-23 M Minutes SP-06-23 M
E. Business Arising from the Minutes	
F. Declaration of Financial Interest a. Statement of Disclosure of Interest	 Statement of Disclosure of Interest
G. Council Business	
a. Introduction and Consideration of Standing Committee Reports i. Corporate Services May 2, 2023 ii. Community Services May 9, 2023 iii. Municipal Services May 9, 2023	 Corporate Services Minutes May 2, 2023   Community Services Municipal Services Minutes May 9, 2023 Minutes May 9, 2023
b. Enactment of Bylaws and Policies	
c. Appointments	
d. Mayor and Council/Board Representative	
e. Administration i. Briefing Note Changing of Signing Authorities	 Briefing Note - Changing of Signing
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. In-Camera Session CTV Act S.23(3)(c) Personnel Issue	
L. Adjournment	
M. Question Period	

FORT SMITH
POLICING REPORT
April 2023



Fort Smith RCMP Detachment
G Division
Northwest Territories



The Fort Smith RCMP Detachment responded to a total of 155 calls for service to the Town of Fort Smith during the month of April 2023.

Community Action Plan (C.A.P.) Community Priorities Initiatives:

The current fiscal year priorities Initiatives are identified as:

- 1) Road Safety
- 2) Police / Community Relationships
- 3) Reconciliation & Youth

1) This month the detachment addressed the issue of Road Safety by:

This initiative is enforcement based – focusing on road safety through targeted enforcement activities (checkstops, stopping vehicles leaving licensed establishments, etc.), and also by investigating complaints made by members of the public. Police received 4 reports of possible impaired drivers from members of the public during the month of April. Police were able to lay charges in 1 of the 4 impaired driving investigations.

Police conducted 9 targeted enforcement actions over the month. Targeted enforcement includes monitoring intersections for violations, conducting radar enforcement in reduced speed zones, and monitoring vehicles leaving local liquor establishments. 41 vehicles were stopped during the month for minor infractions. Several drivers were issued tickets for various offences under the Motor Vehicle Act, in addition several warnings were issued and 2 field sobriety tests were administered and 2 drivers were arrested for driving their vehicle while impaired by alcohol or drugs.

The Community assisted the priority by: reporting suspected impaired drivers to the RCMP

2) This month the detachment addressed the issue of Police / Community Relationships by:

This initiative is focused on maintaining good communication with our community partners (governments, partner agencies, etc.). This includes attending meetings, the sharing of information, and RCMP involvement in community activities.

- a. On April 6th, Cst Jesse Woodward visited the children at the daycare and interacted/played with them.
- b. From April 15th to April 22nd, Cst Jesse Woodward volunteered at the animal shelter.
- c. On April 16th, Cst Jesse Woodward participated in a community trash cleanup.

- d. Members of the Fort Smith RCMP detachment in partnership with By Law officer Adam Wiedrick have handed out free slushy tickets for youth wearing their helmet while riding their bicycle/scooter/roller blades.
- e. On April 17th, Cst Jesse Woodward volunteered at the tennis club.
- f. On April 29th, Cst Adolphus Norris attended the Fort Smith Trade show where an RCMP booth was held.





3) This month the detachment addressed the issue of Reconciliation & Youth by:

This initiative is focused on building and strengthening relationships with our Indigenous Communities. This will be done through activities focusing on Reconciliation, and involvement with youth activities. We are actively seeking input from our community partners on how we can better interact with youth, and also what activities we can undertake in the spirit of reconciliation.

Notable Occurrences for the Month:

- a. There were 3 times more prisoners lodged in Fort Smith cells in April 2023 for a total of 24 compared to the same month last year. This is explained by a crime reduction initiative by checking if chronic offenders are abiding with their court conditions as well as proactively looking for individuals who are the subject of warrants for their arrest.



OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	12	79	14	201
Sexual Offences	3	9	0	17
Break and Enters (Residence & Business)	1	5	1	32
Theft of Motor Vehicle	0	5	1	9
Theft Under \$ 5000.00	6	12	4	68
Theft Over \$ 5000.00	0	0	0	3
Drugs (Possession)	0	0	1	4
Drugs (Trafficking)	1	3	1	10
Liquor Act	5	16	7	126
Unlawful Sale (Bootlegging)	0	0	0	0
Causing a disturbance / Mischief (total)	61	185	43	605
Causing a Disturbance	19	34	10	159
Mischief - damage to property	5	22	6	75
Mischief - obstruct enjoyment	37	129	27	371
Impaired Driving	7	26	6	58
Other Complaints	38	195	32	525
Total Violations	134	535	110	1658
Total Calls for service	155	601	162	2202

JUSTICE REPORTS	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Victim Services Referral - Accepted	0	8	0	16
Victim Services Referral - Declined	14	56	7	83
Victim Services - Proactive Referral	0	0	0	7
Victim Services - Not Available	0	0	0	0
Restorative Justice Referrals	1	1	0	1
Emergency Protection Orders (Detachment Initiated)	3	3	0	5
ODARA Reports	3	25	3	48
Prisoners Held	24	83	8	187
Prisoners Escorted	0	1	0	3
Prisoners Held non-PROS Agency	0	0	0	0
Prisoners Escorted Non-PROS Agency	0	0	0	0
Liquor Destroyed Immediately	0	2	0	5

Should you have any questions or concerns regarding this report, please feel free to contact me to discuss.

Sgt Cagri Yilmaz

Detachment Commander

Fort Smith RCMP

Telephone: 867-872-1111



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 04-23
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF APRIL AND THE
FOURTH FOR THE YEAR 2023**

PRESENT: Mayor F. Daniels D/M J. MacDonald
 Cr. K. Campbell Cr. M. Couvrette
 Cr. L. Beaulieu Cr. A. Pischinger
 Cr. L. Tuckey Cr. D. Fergusson
 Cr. D. Korol

REGRETS: Cr. L. Beaulieu Cr. A. Pischinger

STAFF: C. White, Senior Administrative Officer
 K. Reid, Executive Secretary

GALLERY: Darlene Sibbeston
 Cst. Shawn Gibson, RCMP

Meeting 04-23	7:00 PM
April 18 th , 2023	Town Hall Council Chambers

A. CALL TO ORDER & CONFIRMATION OF QUORUM

Mayor Daniels called the meeting to order at 7:25 p.m. and confirmed a quorum of Council was present.

Mayor Daniels read the acknowledgement of First Nations.

B. APPROVAL OF AGENDA

Cr. Tuckey had a concern from a resident regarding burial permits he wished to add to the agenda. D/M Macdonald requested adding discussion on collaborative efforts from Community Governments to revive the Aboriginal Cultural Centre at the Northern Life Museum.

23-081 Moved by: Cr. Korol
 Seconded by: Cr. Fergusson

That the agenda be adopted as amended to include discussion on burial permits and the revival of the Aboriginal Cultural Centre at the NLMCC.

CARRIED UNANIMOUSLY

C. PRESENTATIONS

- a. RCMP Police Report March 2023 – The RCMP Police Report for March 2023 was reviewed. Cst. Shawn Gibson provided the report and advised that the community priorities for 2023-24 remain the same.

Cst. Gibson provided an overview of road safety initiatives for March and advised that there were 16 checkstops, 105 vehicles stopped, and 5 people stopped. He added that the RCMP have received an increase in reports of impaired driving.



Cst. Gibson reviewed community involvement and advised that Cpl. Leduc was very involved with the community. He noted that in March RCMP participated with coaching soccer, hockey and canskate and were involved in other sporting events. He noted that RCMP volunteered at the animal shelter and other community events including the Frolics.

Cst. Gibson advised that RCMP responded to five mental health calls, and unless the individual is a danger to themselves or others, there is not much they can do. He noted that the family can make an application to the court to have the individual assessed.

Cst. Gibson advised that a member was injured from an assault and required surgery, and that the suspect was found and is in remand. He noted that the number of calls for March 145 and there were 148 in March 2022. He indicated that most calls are related to disturbance or mischief. He noted that the prisoner count has doubled since 2022 and that most individuals lodged are intoxicated with nowhere to go and so they are safe especially during the winter.

D/M Macdonald thanked Cst. Gibson for the presentation and was pleased with ongoing road safety initiatives. He noted that there was a new article regarding a drug bust in four South Slave communities and asked if arrests were made in Fort Smith. Cst. Gibson advised that there were no arrests in Fort Smith, but it was a joint operation with officers from the NT and AB providing support.

Cr. Korol congratulated Cst. Gibson on his upcoming retirement and thanked him for his service and involvement with the community.

Cr. Fergusson requested an update on bike safety programs for youth. Cst. Gibson advised that this would be assigned to a member or there would be a presentation.

Mayor and Council thanked Cst. Gibson for the delegation.

D. **APPROVAL OF MINUTES**

Regular Meeting of Council 03-23 – The minutes from the Regular Meeting of Council were reviewed.

23-082	Moved by: D/M Macdonald Seconded by: Cr. Fergusson That the minutes of Regular Meeting 03-23 of March 21 st , 2023, be adopted as amended. CARRIED UNANIMOUSLY
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E. **BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

F. **DECLARATION OF FINANCIAL INTEREST**

- a. Statement of Disclosure of Interest – There were no disclosures of financial interest.



G. COUNCIL BUSINESS

a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee – The Corporate Services minutes were reviewed. Cr. Couvrette was pleased to receive positive correspondence about the Daycare and commended Administration and staff for quality programming. Cr. Couvrette requested information on a fully costed analysis of operations including salaries and Director salary allocations. He also asked for information on infrastructure expenses and utility allocations and suggested this be determined by square footage. Administration replied that this was provided a few months prior, and included the After School Program, and included updates including a 10% increase for electricity.

Administration asked if Council would commit to keeping the Daycare space if run by an outside agency and noted that for the former Daycare Society, cost was prohibitive in finding a facility. D/M Macdonald is supportive of keeping the space indefinitely and would support operations by an outside agency. He noted that programming was implemented to fill a need in the community but would be interested in reviewing other organizations business plans to run the facility. Cr. Fergusson thinks this should be done for a user groups using facilities within the CRC. Administration noted user groups currently using spaces are highly subsidized and have agreements in place. D/M Macdonald responded that recreation is highly subsidized and clarified that he isn't considering increasing costs but felt knowing the expenses is beneficial in consideration of special events or during longer operating hours. Administration noted that cost analysis is beneficial in consideration of providing in-kind to receive funding contributions.

D/M Macdonald advised that he and Cr. Korol have been attending Seniors' Society meetings to keep open communications and keep Seniors' informed. He noted that they discussed the seniors tax rebate at the last meeting.

23-083 Moved by: Cr. Korol

Seconded by: D/M Macdonald

That the Corporate Services Standing Committee minutes from April 4th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

CPI Funding Contribution Agreement 2023-24

23-084 Moved By: Cr. Korol

Seconded By: D/M Macdonald

That Council approves the CPI Funding Contribution Agreement with MACA for the fiscal year 2023-2024 in the amount of \$1,446,000.

CARRIED UNANIMOUSLY

O&M Funding Contribution Agreement 2023-24

23-085 Moved By: Cr. Korol

Seconded By: D/M Macdonald

That Council approves the Operations and Maintenance Funding Contribution Agreement with MACA for the fiscal year 2023-2024 in the amount of \$2,263,000.

CARRIED UNANIMOUSLY

W&S Subsidy Funding Contribution Agreement 2023-24

23-086 Moved By: Cr. Fergusson

Seconded By: D/M Macdonald

That Council approves the Water and Sewer Subsidy Funding Contribution Agreement with MACA for the fiscal year 2023-2024 in the amount of \$606,000.

CARRIED UNANIMOUSLY



DPA-012-23 Amy Weber Home Occupation Business

23-087 Moved By: D/M Macdonald
Seconded By: Cr. Fergusson

That DPA-012-23, submitted by Amy Weber, to operate a home occupation cleaning business, Queen of Clean – Cleaning Company, from Lot 1381, Plan 1760, 439 Calder Avenue in Fort Smith be approved

CARRIED UNANIMOUSLY

DPA-013-23 Nilam Ambawalage Home Occupation Business – Cr. Campbell would like to review the Zoning Bylaw with regards to the increase in home occupation businesses.

23-088 Moved By: Cr. Fergusson
Seconded By: Cr. Tuckey

That DPA-013-23, submitted by Nilam Ambawalage, to operate a home occupation catering business, NWT Hospitalities Ltd., from Lot 1644, Plan 2922, 8-24 Woodbison Avenue in Fort Smith be approved.

CARRIED UNANIMOUSLY

Community Services Standing Committee – The Community Services minutes were reviewed.

23-089 Moved by: Cr. Fergusson
Seconded by: Cr. Tuckey

That the Community Services Standing Committee minutes from April 11th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

Slave River Paddlefest Donation Request

23-090 Moved by: Cr. Fergusson
Seconded by: D/M Macdonald

That Council approve the South Slave Paddlefest's Donation Request for \$2,500.

CARRIED UNANIMOUSLY

Fort Smith Ski Club Donation Request – Cr. Fergusson asked if \$5,000 is the regular request from the Ski Club. Administration confirmed and advised that they rely on the funding for general operations and purchase of equipment. She advised that they offer low-cost youth programming.

D/M Macdonald advised that Council had amalgamated the community contributions into the donations budget to implement an application process and to ensure groups requesting funding are meeting the requirement of the organizing and supporting the community. He noted that the Ski Club's application indicated that the funding is key source to their operations and maintenance.

Cr. Fergusson requested an update on other funding sources. Administration replied that they have membership fees and funding from NWT Ski and NWT Recreation and Parks Association. She noted that there are not many funding opportunities for sports groups and not-for-profit organizations.

23-091 Moved by: Cr. Fergusson
Seconded by: D/M Macdonald

That Council approve the Fort Smith Ski Club's Donation Request for \$5,000.

CARRIED UNANIMOUSLY



EDAB Council Representative Appointment

23-092 Moved by: Cr. Korol
Seconded by: Cr. Fergusson

That Cr. Couvrette replace Cr. Fergusson as the Council Representative on the Economic Development Advisory Board.

CARRIED UNANIMOUSLY

Municipal Services Standing Committee – The Municipal Services minutes were reviewed.

23-093 Moved By: Cr. Fergusson
Seconded By: D/M Macdonald

That the Municipal Services Standing Committee minutes from April 11th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

b. Enactment of Bylaws and Policies

2023 Mill Rate Bylaw 1046 – Third Reading

23-094 Moved by: Cr. Fergusson
Seconded by: D/M Macdonald

That Bylaw 1046, the 2023 Mill Rate bylaw, be given Third Reading by title only.

CARRIED UNANIMOUSLY

c. Appointments

d. Mayor and Council/Board Representative Updates

- i. Cr. Tuckey – Cr. Tuckey advised that he received comments from a concerned citizen who was charged \$2k from a local contractor to prepare a gravesite. He noted that according to bylaw, the purchase of a burial permit ensures the site is ready for use. Cr. Tuckey felt the Town should reimburse funds should to the citizen and was prepared to make a motion.

Cr. Tuckey gave condolences to the McSwain/Shott, Linaker, and Monchuk

- ii. Cr. Korol – Cr. Korol gave condolences to the families who recently lost loved ones.

Cr. Korol advised that there is an upcoming Regional Wellness Board meeting, and that people can attend by teleconference. She noted there is a call for proposals for Homelessness Strategies upcoming as well. She advised that the South Slave Tourism Workshops start tomorrow and hopes it is well attended.

- iii. Cr. Fergusson – Cr. Fergusson gave condolences to families that are grieving.
- iv. Cr. Campbell – Cr. Campbell gave condolences to families with recent losses.



Cr. Campbell commended the Bylaw Enforcement Department for their efforts in cleaning the community and youth engagement. Cr. Campbell was pleased to see street sweeping occurring. He requested an update on the Lagoon Liner Replacement Project.

- v. Cr. Couvrette – Cr. Couvrette gave condolences to the families that lost loved ones and noted that it has been a hard time for the community. He requested community members extend what help and support to the families they can.
- vi. D/M Macdonald – D/M Macdonald gave condolences to the Monchuk, Linaker, and McSwain family on their recent losses and that they would be very missed. He noted from a recent Seniors' Society meeting, they discussed funerals and the challenges in gathering information and knowing the process especially afterhours/weekends. He suggested the Town work with other organizations such as the NTHSSA, Social Services, and Wellness groups to put a document together to lay out the process as well as afterhours contact information, and requested the document be easily accessible to the public. He noted it being a difficult time for families and he would like to make the process easier for them. He also suggested reviewing internal processes including road closures and other logistics that could be missed.

D/M Macdonald advised that at a recent NLMCC meeting, in conjunction with the Collaborative Leadership Initiative, the indigenous governments agreed through a collaborative effort to offer different components to restoration of the Aboriginal Cultural Centre at the NLMCC. D/M Macdonald requested making a formal commitment from the Town to provided assistance of an employee with a specific skillset for project lead. He noted that the project is a huge community initiative and is of benefit to all. He added that the Aboriginal Cultural Centre would be available for use by everyone and is a focal point for Indigenous People's Day and the Dene Assembly, and that there would be opportunity to expand use for tourism and other events. D/M Macdonald advised that the in-kind contribution would be staff-time and requested Mayor and Council to support approving the donation once a plan is put forward by the NLMCC and Community Leadership of what is required for the project.

- vii. Mayor Daniels – Mayor Daniels gave condolences to the Shott/McSwain, Linaker, and Monchuck families for their recent losses. Mayor Daniels advised that he has been working towards housing initiatives and has come to an agreement with Community Leadership and a construction company support putting forward a letter to the territorial government to dispose of unused properties in efforts of solving the lack of housing issue in Fort Smith.

Cr. Korol reminded Council that the Trade Show is on April 29th and that Councillors are scheduled for engagement sessions. She advised that more information on the sessions would be provided in the next few days. D/M Macdonald noted the need to ensure advertising is out for the engagement sessions with a schedule and information, and that Council had requested a 2-week window for advertisements before Council engagements.



- e. Administration – Administration requested more information from Cr. Tuckey on the burial permit issue for follow up. She advised that sufficient time is required to prepare the gravesite but understands the difficulty in times of grieving.

Administration replied to Cr. Campbell's request for an update on the Sewage Lagoon Liner Replacement Project. She advised that the project is through 90% of the drawing stage and would be reviewed by the Director of Municipal Services and Supervisor of Water Works, and she is in the initial stages of discussion with the CEO of SRFN regarding covering a portion of replacement costs. Cr. Campbell asked if one or two Lagoon liners would be replaced. Administration is determining actual costs for the replacement and determining if there are capital funds.

Administration advised that Public Works has begun sweeping the outskirts of the community with the bobcat and hopes staff will be out next week on the Multihog to collect the gravel mixture.

Administration agreed with D/M Macdonald's idea to develop a document for burial services and having it easily accessible. She noted concerns about covering the grave and noted that Public Works returns later to do this as to not be intrusive during funerals. She advised that the Town is planning to place cemetery maps on the website to show plots and availability.

Administration replied to the request to support the Aboriginal Cultural Centre and advised that the NLMCC did initial project scoping and how much he would be away from Town duties and the role he would play with the project. She agreed that the project is invaluable and thinks its important to account for the work as financial commitment above the annual contribution provided to the NLMCC. Administration would assess a work plan as well if other staff can support the work and what equipment is needed.

D/M Macdonald has been in contact with the NLMCC and was unsure is messaging is clear. He felt it is the will of Council to participate in the process and noted the commitment to the project by Community Leadership. He understands there are financial implications and would like the opportunity to meet to discuss schedule, expectations, needs, etc., and thinks this would be beneficial considering the short timeline. He felt this would be a good kick-off project in conjunction with the Collaborative Leadership Initiative and thinks the project should be high priority. Cr. Campbell agreed and thought the employee in question should be dedicated to the project. He agreed that the project is a big opportunity to collaborate with indigenous governments.

Cr. Fergusson thinks the project is a great idea and asked if the project duration is 11-weeks. D/M Macdonald advised that the commitment may not be 11-weeks straight but to the whole process. Administration replied that the employee has specific work identified with the Town and suggested considering coverage if he is not available. She added that at times the Town will need all employees to support services and that Town operations come first. She felt the project is a great to do but not an essential service and noted that the Town is funded by the GNWT to provide services. She advised that she would review scheduling and planning over the upcoming months.

23-095 Moved by: Cr. Fergusson
Seconded by: Cr. Campbell

That the Town of Fort Smith commit an in-kind donation of an identified employee to the NLMCC Aboriginal Cultural Centre project.

CARRIED UNANIMOUSLY



H. **PROCLAMATIONS**

There were no proclamations.

I. **ABSENCE OF COUNCIL MEMBERS**

23-096 Moved by: Cr. Korol
Seconded by: Cr. Tuckey

That D/M Macdonald and Cr. Fergusson be excused from the Corporate Services Standing Committee Meetings on April 4th, 2023.

CARRIED UNANIMOUSLY

23-097 Moved by: D/M Macdonald
Seconded by: Cr. Tuckey

That Cr. Campbell, Cr. Korol, and Cr. Fergusson be excused from the Community Services and Municipal Services Standing Committee Meetings on April 11th, 2023.

CARRIED UNANIMOUSLY

23-098 Moved by: D/M Macdonald
Seconded by: Cr. Korol

That Cr. Beaulieu and Cr. Pischinger be excused from the Regular Meeting of Council 04-23 on April 18th, 2023.

CARRIED UNANIMOUSLY

J. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – May 2nd, 2023
Community and Municipal Services Standing Committee Meetings – May 9th, 2023
Regular Meeting of Council 05-23 – May 16th, 2023



K. **ADJOURNMENT**

23-099 Moved by: Cr. Korol
 Seconded by: Cr. Fergusson

That the meeting be adjourned at 8:44 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 16th day of May, 2023.

Mayor Fred Daniels

Certified Correct by the
Senior Administrative Officer Jim Hood

L. **QUESTION PERIOD**

A question period was offered in accordance with policy.



**COUNCIL OF THE TOWN OF FORT SMITH
SPECIAL MEETING SP-02-23
THE SECOND SPECIAL MEETING OF COUNCIL FOR
THE YEAR 2023**

PRESENT: Mayor F. Daniels D/M J. MacDonald
 Cr. L. Tuckey Cr. D. Korol
 Cr. D. Fergusson Cr. M. Couvrette
 Cr. K. Campbell

REGRETS: Cr. L. Beaulieu Cr. A. Pischinger

STAFF: C. White, Senior Administrative Officer
 K. Reid, Executive Secretary

DELEGATION: Cory Strang, NTPC President and CEO
 Belinda Whitford, NTPC Chief Operating Officer
 Paul Grant, NTPC Chief Financial Officer

GALLERY: Dennis Bevington, Stand Alone Energy Ltd.
 Jack Van Camp, Stand Alone Energy Ltd.
 Gwen Pischinger, FSMC
 Thaidene Paulette Chief SLFN
 Michael Miltenberger

Special Meeting SP-02-23	6:00 PM
April 18 th , 2023	Council Chambers

The purpose of the Special Meeting is for Mayor and Council, Community Leadership, and Stand Alone Energy Ltd. to meet with the NTPC President and CEO, Mr. Cory Strang; to review a Mill Rate Briefing Note; and to have First and Second Reading of the 2023 Mill Rate Bylaw 1046.

A. CALL TO ORDER & CONFIRMATION OF QUORUM

Mayor Daniels called the meeting to order at 6:00 pm and confirmed quorum of Council was present.

Mayor Daniels read the acknowledgement of First Nations.

Mayor Daniels gave the Chair to D/M Macdonald.

B. APPROVAL OF AGENDA

23-076 Moved by: Cr. Korol
 Seconded by: Cr. Fergusson

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

C. DISCUSSION

- a. NTPC Delegation – D/M Macdonald noted the importance in having affordable electric heat as a viable option for citizens and advised that the Council is engaged with Community Leadership on a Collaborative Leadership Initiative on common areas of concern and that electrification and costs is identified as an essential area of concern.

D/M Macdonald reviewed a presentation on “the Challenges and Opportunities for Expansion of Electrical Use in Fort Smith and the South Slave from the Taltson Hydro Grid”, prepared by Stand Alone Energy Ltd., NTPC intervener for the Town of Fort Smith. The presentation included problems being carbon emissions, increased energy costs, and the electric heat program not working; the opportunities being surplus energy available, a market for surplus energy existing in Fort Smith, and opportunity to increase revenue with minimal increased cost; the options being NTPC cooperates with Town leaders to create an attractive electric heat program in Fort Smith, simple graduated billing, that the Town create a heat utility, or that the Town enters into a franchise agreement similar to Hay River or Yellowknife; and lastly, timing was discussed to initiate a cooperation agreement and demonstration projects.

D/M Macdonald asked for questions from Mayor and Council, Community Leadership, and Stand Alone Energy Ltd.

Cr. Couvrette noted that Taltson Dam has surplus power flowing over the spillway and that the expansion project will result in an increase in megawatts and surplus. He asked why the capacity of the dam is being increased when there are no plans to distribute surplus power. He noted that Fort Smith and Hay River distribution centers are incapable of assuming additional demands. Cr. Couvrette suggested utilizing existing surplus energy and addressing pressures of greenhouse gas emissions by expanding local distribution centers. Mr. Cory Strang, NTPC President and CEO replied that the expansion project is lead by the GNWT which includes the replacement of the existing unit runner to an expanded running which will result in an increase from 18 to 22 megawatts. He clarified that the project isn’t an expansion but rather required replacement work on the distribution center.

Belinda Whitford advised that NTPC does not own the Hay River distribution center but hopes to by the end of the year. She advised that a study was performed on the capability of the distribution center, and it is close to capacity, and recommends upgrades as well as to the distribution system. She noted that the study was design based with details including cost and timing, and if there are opportunities for federal funding to support the project.

Cr. Korol requested an update on the Taltson project and winter road costs. Paul Grant replied that the cost for construction camp is \$6.62 million. He advised that the old camp required replacement and holds 25 people to perform the annual overhaul. He noted that it is more costly to have the camp in a remote hydro-site rather than a more accessible location. Cr. Korol requested details on general costs. Mr. Grant replied that general costs associated include project management, catering, flights, engineering, and freight. Cr. Korol asked if the old camp would be decommissioned. Mr. Strang replied that it would likely be decommissioned, and that transformers require replacement. He noted that the substation will be where the old plant was and that it is approximately sixty-years old.

Cr. Campbell noted general Taltson overhaul project costs being \$7.24 million and asked if flights are from Fort Smith or other communities. Mr. Strang replied that most flights are from Fort Smith and some from Yellowknife. Cr. Campbell requested a report on local involvement. Mr. Grant replied that most costs would be sourced to local businesses. Cr. Campbell requested an update on local employment. Mr. Strang replied that locals would be hired for the operation of the prime diesel plant over the next five-years and noted that NTPC does not use contractors.

Mr. Strang thanked Mayor and Council for the invitation and reviewed a presentation compiled for the Town of Fort Smith. The presentation included a safety moment, information on the Fort Smith distribution system, Taltson overhaul project, electric heating, the impacts of the Hay River distribution assets on the Taltson rate zone, and the Strategic Plan and current rate zone costs.

Mr. Strang reviewed Fort Smith distribution assets and advised that a study was completed in February 2023. Mr. Strang advised that the current system configuration is close to the upper supply limit; issues include the substation, distribution lines, and system transformers and will require a staggered approach and years to complete; the biggest risk is long lead times for procurement; and NTPC is investigating funding options under greenhouse gas emissions reductions and/or climate change initiatives to support new heating loads. Further, NTPC is scoping the project including option solutions, assessing option costs, and identifying recommended options, followed by NTPC Board approval, submission of a base funding application on the recommended option; and if the cost exceeds \$5 million, NTPC will file a project permit with the NWT Public Utilities Board.

Mr. Strang provided an update on the Taltson overhaul project and advised that Taltson was originally constructed in 1963-65 to serve Pine Point Mine. He noted that the project would improve reliability, ensure supply of 18MW of power to the community and 5-6MW of additional available power; and advised that the project's capital cost is \$66.562 million and there is federal funding in the amount of \$17.82 million.

Mr. Strang reviewed electric heat use and advised that the distribution system requires an upgrade. He advised that there is currently an interruptible heat rate this is full regulated by the Public Utilities Board. He noted that the rate is benchmarked to the Yellowknife diesel price with a 30% discount and the interruptible rate requires a separate meter to be curtailed in the event hydro is not available. Based on PUB approval, interruptible power is only available to industrial or commercial users and since it is interruptible, there is a requirement for backup heating systems. Further, NTPC is consulting with the Department of Infrastructure on energy policy changes.

Mr. Strang acknowledged his last meeting with Council and stated that not being able to electric heat the Arena was discussed. He advised that he understands this needs to be changed and would be included in their Capital Plan. Further, he advised that they are always looking for operating programs to ease the burden on customers.

Mr. Strang advised that the purchase of Hay River distribution assets is underway, and the PUB has published a timeframe for the process which extends into the fall. The Taltson Rate Zone will include Fort Smith, Fort Resolution, and Hay River, and acquiring Hay River assets will increase NTPC's customer base by 25%.

Mr. Strang reviewed NTPC's Strategic Plan that aligns with the GNWT Energy and Climate Change Strategies. He reviewed long term goals to reduce the gap between electricity rates in the NWT and the Canadian National Average and to achieve 25% greenhouse gas reduction target for electricity general in thermal communities. Additionally, NTPC is updating the 20-year plan and the 3-year plan to 2025 has strategic objectives establishing a foundation to achieve the two-long term goals. Mr. Strang advised that the 3-year strategic objectives include reduce fuel consumption in diesel powered communities; reduce controllable costs through efficiencies and continuous improvement; increase distribution customer base; increase industrial customer base; advance GHG reduction projects funded through the federal government; invest in core assets; and to support the GNWT in advancing the Taltson Expansion and Great Slave Lake Intertie. Mr. Strang reviewed Taltson GRA costs, revenues, and rates.

Jack Van Camp, Stand Alone Energy Ltd., noted that GRA costs don't include upgrade costs and are GRA approved numbers. Mr. Van Camp noted capitalized fuel costs and asked if fuel will be added to the capital costs of the project and added to the rate base. Mr. Strang confirmed this. Mr. Van Camp asked if they would be recovering an 8% rate of return on the rate base until the amortization period is done. Mr. Strang confirmed an 8% rate of return on equity for NTPC. He noted that the rate base is recovered at the PUB approved amortization rate of return and advised that this could change through any rate application. Mr. Van Camp asked if there would be an 8% rate of return on the fuel for the project. Mr. Strang confirmed this and advised that there would be a return on the rate base component of any rate-based asset.

Dennis Bevington, Stand Alone Energy Ltd., asked of Hay River fuel costs would be added to the capital costs of the Taltson upgrade. Mr. Strang replied that Hay River fuel costs that Northland Utilities will consume until, and if, the franchise is successful would likely be included in the capital costs paid by NTPC and included in rates through the next rate application.

Mr. Bevington noted that Fort Smith burns about 10 million kilowatt hours in the summer and approximately four-kilowatt hours per litre. He noted that the costs would be borne to the rate payer and is not included in the proposal to PUB. He noted that there \$3.5 million for fuel costs was included in the proposal and that fuel costs have doubled since the budget was put forward. Mr. Strang confirmed that the timing has changed since the application was put forward but that the timing of the Hay River franchise is lining up with the overhaul project. He advised that Northland Utilities put forward, and the PUB approved, a deferral account for fuel that they are going to burn and that costs will be collected from customers and depending how long the application timeline takes.

Mayor Daniels noted requested a review of power poles in Fort Smith and noted that they are in poor condition. Mr. Strang replied that they noticed this and that it would be included in the plan.

D/M Macdonald allowed a statement from the gallery.

Michael Miltenberger stated that NTPC is driven by a Board of Directors, a Crown Corporation populated by Deputy Ministers, that take direction from the Secretary of Cabinet. He noted that \$100 million has gone over the dam since 1984 and that electrification has been pushed for the past 40-years. He noted a study being done in 2023 although needed for years and the result is that NTPC isn't aware of the condition of the systems in Fort Smith. He noted that rates are increasing by 30% while potential revenue is going over the dam. He noted through electrification \$2.5 million in revenue can be made while saving rate payers \$1.8 million, and that the goal is not to increase renewables but to reduce diesel consumption. He added that Diavik Mine installed turbines which paid for themselves in 3-years and provided other examples of energy savings in other jurisdictions such as solar. Further, he noted that rate increases are not clear and asked when a board would be appointed with members from across the region to be a voice of the people. He noted that capacity is going to be increased by 4MW and continue to pour over the dam and felt there is no support for electrification. He suggested community governments stick together through government changes to change NTPC regulations. He noted that revenue is lost if too energy efficient and thinks energy should be an election issue. He added that renewables are low compared to world average and that utility structure need to be revisited. He noted that in 2015 there was a drought that cost \$52 million and resulted in more power outages.

Mr. Strang appreciated the comments and thinks energy and climate change concerns have changed with respect to utilities across the country. He noted that regulations and laws may not have kept up to the changes and all utilities are facing challenges. He suggested creative solutions and appreciated leaders coming together because they care.

Mr. Bevington noted the existing distribution capacity until upgrades can be done to the system and noted the importance in time-of-day use. He noted if larger facilities close from 4-8pm the system could be worked more efficiently. He thinks the Town is interested in working cooperatively with NTPC right away as indicated in the timelines provided and to work within the existing system capacity and to look to the future when changes can be made. He felt that there may be electrical efficiencies that could be made at the Water Treatment Plant rather than using diesel and cooperation to make moving forward successful and felt the Arena electrification is a good example.

Cr. Tuckey entered the meeting.

Ms. Whitford advised that NTPC would explore this as part of the scoping and design study to review timing for implementation. She noted that it is not necessarily the point of upgrading the distribution system, but how long to get the equipment and implement this effectively to balance off the loads and get the town and portions of the feeders on the proper increase in voltage which may accommodate this. She suggested changing timing or trying to balance what loads could be added at what times. She advised that she would bring this back to the engineering team reviewing the study to see what could be incorporated. She advised that they would follow up with the Town about this.

Mayor and Council thanked NTPC representatives, Mr. Strang, Ms. Whitford, and Mr. Grant, for their presentation.

D/M Macdonald thanked NTPC for taking the time to meet with Council and was optimistic to meet again once they review the proposal put forward by the Town with potential short-term solutions. He thinks time is of the essence and the community would benefit, and noted they are looking for opportunities to expand Fort Smith's economy beyond the historical designation as a government community. D/M Macdonald noted the need to attract business and people to Fort Smith and that Fort Smith needs affordable cost of living and an environment that allows growth. He noted that Council is working towards this collaboratively with indigenous governments and leaders, and the business sector, etc. He looks forward to future conversations with NTPC for the benefit of the community.

Lastly, Mayor Daniels brought forward the concern that brownouts have negatively impacted Town of Fort Smith infrastructure.

- b. Briefing Note 2023 Mill Rate – The briefing note was reviewed. Administration presented options on weighted Mill Rates. Cr. Korol motioned the first reading of the Mill Rate Bylaw 1046 in support of weighting the Mill Rate at 1% for Residential Undeveloped, Institutional Developed, Institutional Undeveloped, and Telecommunications.

c. Bylaw 1046 2023 Mill Rate – First Reading

23-077

Moved by: Cr. Korol
Seconded by: Cr. Fergusson

That Bylaw 1046, the 2023 Mill Rate bylaw, be introduced and given First Reading;

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

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

1. That this bylaw may be cited as the “2023 Mill Rate Bylaw”;

2. That assessed property in the Town of Fort Smith, liable to taxation and in respect of which grants-in-lieu of taxes may be paid, shall be liable for taxation and grants-in-lieu of taxes as follows:

a) Residential Developed.....13.87

b) Residential Non-Developed.....14.18

c) Commercial Developed.....25.43

d) Commercial Non-Developed.....26.97

e) Industrial Developed.....25.43

f) Industrial Non-Developed.....26.97

g) Institutional Developed.....34.22

h) Institutional Non-Developed.....35.76

i) Recreational.....15.41

j) Telecommunications.....34.22

k) Country Residential Developed.....12.33

l) Country Residential Non-developed.....12.33

m) Country Residential Mixed Use.....13.87

3. That the rate of taxation to be applied to lands and improvements liable to taxation, or in respect of which grants-in-lieu may be paid, for school purposes shall be as follows for the year 2023.

a) School Levy..... 2.77

CARRIED UNANIMOUSLY

Bylaw 1046 2023 Mill Rate – Second Reading

23-078

Moved by: Cr. Fergusson
Seconded by: Cr. Tuckey

That Bylaw 1046, the 2023 Mill Rate bylaw, be given Second Reading by title only.

CARRIED UNANIMOUSLY

D. **ABSENSE OF COUNCIL MEMBERS**

23-079

Moved by: Cr. Korol
Seconded by: Cr. Fergusson

That Cr. Beaulieu and Cr. Pischinger be excused from the Special Meeting of Council SP-02-23 on April 18th, 2023.

CARRIED UNANIMOUSLY

E. **ADJOURNMENT**

23-080 Moved by: Cr. Korol Seconded by: Cr. Couvrette That this meeting be adjourned at 7:15 pm. CARRIED UNANIMOUSLY

Minutes adopted this 16th day of May , 2023.

Mayor Fred Daniels

Certified Correct by Jim Hood
Senior Administrative Officer

F. **QUESTION PERIOD**

A question period was offered in accordance with policy.



**COUNCIL OF THE TOWN OF FORT SMITH
SPECIAL MEETING SP-03-23
THE THIRD SPECIAL MEETING OF COUNCIL FOR
THE YEAR 2023**

PRESENT:	Mayor F. Daniels	D/M J. MacDonald
	Cr. K. Campbell	Cr. D. Korol
	Cr. D. Fergusson	Cr. M. Couvrette
	Cr. L. Beaulieu	Cr. A. Pischinger (Conference Call)

Special Meeting SP-03-23	6:00 PM
April 27 th , 2023	Council Chambers

The purpose of the Special Meeting is to have an In-Camera Session in accordance with the Cities, Towns, and Villages Act, Section 23(3)(d).

A. CALL TO ORDER & CONFIRMATION OF QUORUM

Mayor Daniels called the meeting to order at 12:05 pm and confirmed quorum of Council was present.

B. APPROVAL OF AGENDA

23-100 Moved by: D/M Macdonald
Seconded by: Cr. Campbell

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

C. DISCUSSION

In-Camera Session *CTV Act S.23(3)(d)*

23-101 Moved by: D/M Macdonald
Seconded by: Cr. Campbell

That Council move In-Camera in accordance with the Cities, Towns, and Villages Act, Section 23(3)(d) to discuss a human resources issue.

CARRIED UNANIMOUSLY

Out of In-Camera

23-102 Moved by: Cr. Campbell
Seconded by: Cr. Fergusson

That Council move out of In-Camera at 12:30 pm.

CARRIED UNANIMOUSLY

Out of In-Camera Motion

23-103 Moved by: D/M Macdonald
Seconded by: Cr. Campbell

That the Town of Fort Smith terminate the employment of Senior Administrative Officer, Cynthia White, effective immediately.

CARRIED UNANIMOUSLY

D. **ABSENSE OF COUNCIL MEMBERS**

23-104 Moved by: D/M Macdonald
Seconded by: Cr. Campbell

That Cr. Tuckey be excused from the Special Meeting of Council SP-03-23 on April 27th, 2023.

CARRIED UNANIMOUSLY

E. **ADJOURNMENT**

23-105 Moved by: D/M Macdonald
Seconded by: Cr. Korol

That this meeting be adjourned at 12:35 pm.

CARRIED UNANIMOUSLY

Minutes adopted this 16th day of May, 2023.

Mayor Fred Daniels

Certified Correct by Jim Hood
Senior Administrative Officer

F. **QUESTION PERIOD**

A question period was offered in accordance with policy.



**COUNCIL OF THE TOWN OF FORT SMITH
SPECIAL MEETING SP-04-23
THE FOURTH SPECIAL MEETING OF COUNCIL FOR
THE YEAR 2023**

PRESENT: Mayor F. Daniels D/M J. MacDonald
 Cr. L. Tuckey Cr. A. Pischinger
 Cr. D. Fergusson Cr. M. Couvrette
 Cr. K. Campbell Cr. D. Korol

REGRETS: Cr. L. Beaulieu

STAFF: Emily Colucci, A/Senior Administrative Officer

Special Meeting SP-04-23	5:15 PM
May 4 th , 2023	Council Chambers

The purpose of the Special Meeting is to have First and Second Reading of Bylaw 1047 –
Appoint Senior Administrative Officer Jim Hood

A. **CALL TO ORDER & CONFIRMATION OF QUORUM**

Mayor Daniels called the meeting to order at 5:15 pm and confirmed quorum of Council was present.

B. **APPROVAL OF AGENDA**

23-106 Moved by: D/M Macdonald
 Seconded by: Cr. Fergusson

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

C. **DISCUSSION**

Bylaw 1047 Appointment of SAO Jim Hood - First Reading

23-107 Moved by: D/M Macdonald
 Seconded by: Cr. Tuckey

That Bylaw 1047, Appointment of SAO Jim Hood be introduced and given first reading.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest to appoint a Senior Administrative Officer.

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

1. That Jim Hood be appointed as interim Senior Administrative Officer for the Town of Fort Smith effective Wednesday, May 10th, 2023 at 12:00 am.
2. That Bylaw 1015 is hereby repealed.
3. That Bylaw 1047 will come into effect upon receiving third and final reading.

CARRIED UNANIMOUSLY

<p>23-108 Moved by: Cr. Fergusson Seconded by: D/M Macdonald</p> <p>That Bylaw 1047 Appointment of SAO Jim Hood be given second reading by title only.</p> <p>CARRIED UNANIMOUSLY</p>

D. **ABSENSE OF COUNCIL MEMBERS**

<p>23-109 Moved by: D/M Macdonald Seconded by: Cr. Fergusson</p> <p>That Cr. Beaulieu be excused from the Special Meeting of Council SP-04-23 on May 4th, 2023.</p> <p>CARRIED UNANIMOUSLY</p>

E. **ADJOURNMENT**

<p>23-110 Moved by: Cr. Fergusson Seconded by: D/M Macdonald</p> <p>That this meeting be adjourned at 5:20 pm.</p> <p>CARRIED UNANIMOUSLY</p>

Minutes adopted this 16th day of May, 2023.

Mayor Fred Daniels

Certified Correct by Jim Hood
Senior Administrative Officer

F. **QUESTION PERIOD**

A question period was offered in accordance with policy.



**COUNCIL OF THE TOWN OF FORT SMITH
SPECIAL MEETING SP-05-23
THE FIFTH SPECIAL MEETING OF COUNCIL FOR
THE YEAR 2023**

PRESENT: Mayor F. Daniels D/M J. MacDonald
 Cr. L. Tuckey Cr. A. Pischinger
 Cr. D. Fergusson Cr. M. Couvrette
 Cr. K. Campbell Cr. D. Korol

REGRETS: Cr. L. Beaulieu

STAFF: Emily Colucci, A/Senior Administrative Officer
 Jim Hood, Interim Senior Administrative Officer
 Adam McNab, Director of Protective Services
 Katie Reid, Executive Secretary

Special Meeting SP-05-23
May 9th, 2023

6:45 PM
Council Chambers

The purpose of the Special Meeting is to have Third Reading of Bylaw 1047 – Appoint Senior Administrative Officer Jim Hood

A. **CALL TO ORDER & CONFIRMATION OF QUORUM**

Mayor Daniels called the meeting to order at 6:45 pm and confirmed quorum of Council was present.

B. **APPROVAL OF AGENDA**

23-111 Moved by: Cr. Korol
 Seconded by: D/M Macdonald

 That the agenda be adopted as presented.

 CARRIED UNANIMOUSLY

C. **DISCUSSION**

Bylaw 1047 Appointment of SAO Jim Hood - Third Reading

23-112 Moved by: Cr. Korol
 Seconded by: D/M Macdonald

 That Bylaw 1047, Appointment of SAO Jim Hood be given Third Reading by title only.

 CARRIED UNANIMOUSLY

D. **ABSENSE OF COUNCIL MEMBERS**

23-113 Moved by: D/M Macdonald
 Seconded by: Cr. Fergusson

 That Cr. Beaulieu be excused from the Special Meeting of Council SP-05-23 on May 9th, 2023.

 CARRIED UNANIMOUSLY

E. **ADJOURNMENT**

23-114 Moved by: Cr. Korol

Seconded by: D/M Macdonald

That this meeting be adjourned at 6:46 pm.

CARRIED UNANIMOUSLY

Minutes adopted this 16th day of May , 2023.

Mayor Fred Daniels

Certified Correct by Jim Hood
Senior Administrative Officer

F. **QUESTION PERIOD**

A question period was offered in accordance with policy.



**COUNCIL OF THE TOWN OF FORT SMITH
SPECIAL MEETING SP-06-23
THE SIXTH SPECIAL MEETING OF COUNCIL FOR
THE YEAR 2023**

PRESENT: Mayor F. Daniels D/M J. MacDonald
 Cr. L. Tuckey Cr. A. Pischinger
 Cr. D. Fergusson Cr. M. Couvrette
 Cr. K. Campbell Cr. D. Korol
 Cr. L. Beaulieu

STAFF: Emily Colucci, A/Senior Administrative Officer
 Jim Hood, Interim Senior Administrative Officer
 Adam McNab, Director of Protective Services
 Katie Reid, Executive Secretary

GALLERY: Anneliese Kikoak, Brandon Kikoak

Special Meeting SP-06-23
May 9th, 2023

8:30 PM
Council Chambers

The purpose of the Special Meeting is to hear a Lands Appeal delegation from Anneliese and Brandon Kikoak regarding the order issued to remediate property 55/57 McDougal Road encroachment onto Town of Fort Smith property and to review the respective briefing note after the delegation.

A. **CALL TO ORDER & CONFIRMATION OF QUORUM**

Mayor Daniels called the meeting to order at 9:12 pm and confirmed quorum of Council was present.

B. **APPROVAL OF AGENDA**

23-115 Moved by: Cr. Fergusson
 Seconded by: Cr. Campbell

 That the agenda be adopted as presented.

 CARRIED UNANIMOUSLY

C. **DISCUSSION**

- i. Lands Appeal Delegation; Anneliese and Brandon Kikoak 55/57 McDougal Road
- ii. Briefing Note Appeal of Order to Remediate 55/57 McDougal Road Encroachment onto Town of Fort Smith Property – The briefing note was reviewed.

Cr. Fergusson understands from the briefing note that their shed is on Town property but was thought to be leased.

Ms. Kikoak advised that the property was surveyed in 2015 by Maskwa Engineering and that they had thought the land was a grandfathered lease from the previous owner as they purchased the property with the shed already existing on Town property. She noted that they do not have a documentation but were of this understanding since purchasing the property years ago.

Ms. Kikoak advised that they received a letter from the Town to clean up their property and that their storage shed is on Town land. She noted that they have started cleaning the property. She was surprised to receive the letter stating she was trespassing on Town land as she thought they had a grandfathered lease.

Cr. Couvrette asked if they would be interested in submitting an application to lease or purchase the land. Mr. Kikoak confirmed this and advised that they would like to put up a garage and fix the siding on the house. He clarified that they are appealing the encroachment and not the unsightly lands order.

D/M Macdonald made a motion for Administration to work with the Kikoak’s to find a solution for land lease or acquisition.

Cr. Campbell expressed concern that other residents may also build on Town land and be able to acquire the land as a result. He suggested if the property is sold that it should be for a reasonable price.

Cr. Fergusson supports option for them to acquire or lease the land in consideration of the structure existing prior to their purchase of the property.

Cr. Korol asked if the only access to the property is through the back of the property where the encroachment is. Ms. Kikoak confirmed that entrance to the property is through the back access road and that there is no access from the front of the residence.

The Director of Protective Services advised that the property was surveyed in 2015 and the property pins were identified and confirmed. He added that temporary markers were placed to outline the area for a potential lease application.

Cr. Campbell would support selling the land rather than leasing. D/M Macdonald noted that they do not have access to the property from McDougal Road and doesn’t think they should be cut off from accessing the property.

Jim Hood, Administration, advised that as per bylaw, the sale of Town lots are required to be offered to the public for sale first which may result in other interest. He suggested investigating lease options.

23-116	Moved by: D/M Macdonald Seconded by: Cr. Couvrette Administration work with Anneliese and Brandon Kikoak on a solution for land lease or to acquisition of Town of Fort Smith land adjoining to their property at 55/57 McDougal Road in Fort Smith. IN FAVOUR – D/M MACDONALD, CR. TUCKEY, CR. KOROL, CR. FERGUSSON, CR. COUVRETTE, CR. PISCHINGER, CR. BEAULIEU OPPOSED – CR. CAMPBELL MOTION CARRIED
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E. **ADJOURNMENT**

<p>23-117 Moved by: D/M Macdonald Seconded by: Cr. Fergusson</p> <p> That this meeting be adjourned at 9:33 pm.</p> <p>CARRIED UNANIMOUSLY</p>

Minutes adopted this 16th day of May , 2023.

Mayor Fred Daniels

Certified Correct by Jim Hood
Senior Administrative Officer

F. **QUESTION PERIOD**

A question period was offered in accordance with policy.



Town of Fort Smith
Code of Conduct for Council Members

ATTACHMENT A

STATEMENT OF DISCLOSURE OF INTEREST

Name of Council Member: _____

Date of Disclosure: _____

Council Meeting or

Committee Name: _____

Meeting Date: _____

Agenda Item: _____

Agenda Item Description: _____

Description of type and nature of Interest (i.e., Interest or Conflict of Interest)

Interest: Personal ☐

 Pecuniary ☐

Conflict of Interest: ☐

Signature: _____ Date: _____

Councillor: _____

Office Use Only:

Recorded by _____ at: _____

Initials: _____

Date: _____



Town of Fort Smith
Corporate Services Standing Committee
Tuesday, May 2nd, 2023 at 7:00 pm
Town Hall Council Chambers

Chairperson: Cr. Tuckey
Members: Mayor Daniels, Cr. Korol, Cr. Campbell, Cr. Pischinger, Cr. Couvrette
Regrets: Cr. Beaulieu, Cr. Fergusson
Staff Present: Emily Colucci, A/Senior Administrative Officer
Obrian Kydd, Director of Corporate Services

1. Call to Order

Mayor Daniels called the meeting to order at 7:00 pm. He gave condolences to the Jamieson and Bourke families. He handed the Chair to Cr. Tuckey.

Cr. Tuckey read the acknowledgement of First Nations.

2. Declaration of Financial Interest

- a. Statement of Financial Interest – There were no disclosures of financial interest.

3. Review

- a. Agenda –The agenda was reviewed. D/M Macdonald requested adding an SAO update and a response from Council’s public engagement session at the Trade Show.

RECOMMENDATION

Moved by: Cr. Campbell

Seconded by: Cr. Korol

That the agenda be adopted as amended to include an SAO update and a response from the Council public engagement session during the Trade Show.

CARRIED UNANIMOUSLY

- b. Minutes – The Corporate Services Standing Committee Minutes of April 4th, 2023, were reviewed and adopted at the Regular Meeting of Council on April 18th, 2023.
- c. Vision and Values – The Vision and Values were reviewed.
- d. Strategic Plan – The Strategic Plan was reviewed.

4. Governance

- a. Post-Secondary Education Committee
 - i. PSEC Minutes April 19th, 2023 – The Post-Secondary Education Committee minutes from April 19th, 2023, were reviewed.

- ii. PSEC Terms of Reference – The Post-Secondary Education Committee’s draft Terms of Reference were reviewed.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: D/M Macdonald

That the Post-Secondary Education Committee’s Terms of Reference be adopted as presented.

CARRIED UNANIMOUSLY

5. Director's Report

The Director of Corporate Services provided an update on management responsibility for financial reporting and advised that MACA has approved the 2022 Town of Fort Smith audit/financial statements. He advised that the financial statements are prepared in accordance with Generally Accepted Accounting Principles, the CTV Act, and the Canadian Public Sector Accounting Standards. He advised that Council gives authority to Administration to account for the budget and other controls to provide assurance transactions are appropriately authorized and assets are safeguarded and accounted for, and that the financial statements are accurate and reliable. He noted that carry the responsibility through the review of the accounts paid list, variance reports, and review of the financial statements with the auditors.

The Director advised that the financial statements would be brought forward an upcoming meeting for review and approval. He noted that the review would be by the Town's Auditor, Avery, Cooper & Co, and advised that the auditors had full access to records and staff.

- a. Accounts Paid List – The Accounts Paid List from April 2023 was reviewed.
- b. Correspondence – The Correspondence List from April 2023 was reviewed.
- c. License Report – The License Report from April 2023 was reviewed.

6. Bylaw/Policy Review and Development

Mayor Daniels expressed the need to prioritize additional bylaws for review. D/M Macdonald requested that request be brought forward to the Bylaw Review Committee.

7. Administration

- a. Briefing Note DPA-016-23 Alan Karasiuk – The briefing note was reviewed.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Campbell

That DPA-016-23, submitted by Alan Karasiuk, to operate a home occupation business, AWKWA Ed-Tech Services, from Lot 1162, Plan 1588, 117 Wilderness Road in Fort Smith be approved.

CARRIED UNANIMOUSLY

- b. Briefing Note Lands Appeal Anneliese and Brandon Kikoak – The briefing note was reviewed. D/M Macdonald suggested tabling the motion until Council hears the appeal.

RECOMMENDATION

Moved by: Cr. Campbell

Seconded by: Cr. Couvrette

That Council open discussion on the lands appeal submitted by Anneliese and Brandon Kikoak at 55/57 McDougal Road.

MOTION TABLED

8. Other Business

- a. SAO Update – D/M Macdonald advised that Jim Hood has agreed to fill the role as interim SAO until Council can work through the competition process for a new Senior Administrative Officer.

- b. Public Engagement Session – D/M Macdonald advised that the first engagements sessions scheduled were well attended by Seniors. He provided an update of the feedback and solutions heard about the Seniors Rebate Program and advised that the general message was not to make changes to the program at this time and that seniors housing is needed. D/M Macdonald advised that the community has great services and facilities and that costs have increased and the GNWT funding gap remains large. He noted the need to be sustainable for the future. He suggested reviewing different responses to address this and reviewing programs and services.

D/M Macdonald suggested performing a functional review of all operations, and remaining status quo on operations until the review is completed. He requested budget be allocated for the review.

D/M Macdonald advised that a functional review but would ensure efficiency and ensure programs offered maximize resources and areas short in resources or overextended are identified. Cr. Couvrette agreed and suggested a consultant perform the review. He advised that the Strategic Plan requires updating as well.

Cr. Campbell supports performing a functional review but does not want the contract extended. D/M Macdonald agreed and suggested an RFP process with timelines.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Couvrette

That Administration be directed to prepare a Terms of Reference for a complete Functional Review of all programming and operations for the Town of Fort Smith; and

Further that a proposed budget be developed for the Functional Review and that the Functional Review will include, but not be limited to, current programs and services delivered by the Town, systems review for employees and management practices, management control and responsibility, hiring process, general processes and procedure, work planning and capacity, communications and reporting standards, strategic planning, and contingency planning.

CARRIED UNANIMOUSLY

9. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: D/M Macdonald

That Cr. Beaulieu and Cr. Fergusson be excused from the Corporate Services Standing Committee Meeting on May 2nd, 2023.

CARRIED UNANIMOUSLY

10. Date of Next Meeting

The next Corporate Services Standing Committee meeting will be on June 6th, 2023.

11. Adjournment

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: Cr. Pischinger

That the meeting be adjourned at 7:40 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith
Community Services Standing Committee
Tuesday, May 9th, 2023, at 7:00 pm
Town Hall Council Chambers

Chairperson: Cr. Fergusson
Members Present: Mayor Daniels, D/M Macdonald, Cr. Campbell, Cr. Korol, Cr. Tuckey, Cr. Couvrette, Cr. Pischinger, Cr. Beaulieu

Staff Present: Emily Colucci, A/Senior Administrative Officer
Jim Hood, Interim Senior Administrative Officer
Adam McNab, Director of Protective Services
Katie Reid, Executive Secretary

Delegation/Guests: Rafik Salehmohamed, Pharmacist Wally's Drugstore
Merrell-Ann Phare, Executive Director CLI Team
Michael Miltenberger, CLI Team Steering Committee
Colleen Sklar, CLI Team Steering Committee
Ernie Campbell, CLI Team Advisory Team/Northern Advisor
Richard Farthing-Nichol, CLI Team Project Manager

1. Call to Order

Mayor Daniels called the meeting to order at 7:00 pm and handed the Chair to Cr. Fergusson.

Cr. Fergusson read the acknowledgement of First Nations.

2. Declaration of Financial Interest

- a. Statement of Disclosure of Financial Interest – There were no disclosures of financial interest.

3. Delegation

- a. Wally's Drugstore Blister Pack Update/Rafik Salehmohamed – Mr. Salehmohamed gave an update on pharmaceutical blister pack prescriptions.

Mr. Salehmohamed advised that a significant amount of workload is dedicated to filling blister packs, and they are happy to provide this service. He advised that the pharmacists would like to offer more services that provide direct patient care, and to meet blister pack demand they would start to have blister pack prescriptions filled at a sister-pharmacy in Winnipeg, MB. He advised that blister pack filling is an optional program and that patients must provide written consent to have them filled at an offsite location. He stated that patient files would still be kept and available at Wally's Drugstore. He hopes with the freed time that pharmacists would be able to perform additional medication calls and reviews, be able to discuss medical supplies, and progress as health care providers.

D/M Macdonald thanked Mr. Salehmohamed for the update and asked if the decrease in workload would affect staffing levels. He asked if having the prescriptions filled at an offsite location is clearly communicated to patients. Mr. Salehmohamed advised that there would be no changes or decreases to staffing levels, but the goal is to provide additional services. Secondly, he felt that pharmacists are doing a good job on communicating the changes and explaining options to patients as well as indicating that consent can be revoked anytime.

Cr. Korol asked what the turn around time is to receive the blister packs from Winnipeg, MB. Mr. Salehmohamed replied that it takes approximately one-week and that after prescriptions are filled the refill will be requested for arrival prior to pick up. He noted that the pharmacy did test orders to ensure timely arrival. Cr. Korol asked if blister packs would be redone if there are changes to medication. Mr. Salehmohamed confirmed and advised that they use the same branding, packaging, and process. He noted that there is flexibility and medication can still be filled on site or in advance if leaving town. Cr. Korol asked if Northern Lights Special Care Home blister packs would be filled on site. Mr. Salehmohamed confirmed there would be no changes in filling NLSCH medications.

Cr. Beaulieu asked if statutory holidays or weather conditions were considered to ensure on-time arrival of medications. Mr. Salehmohamed replied that this wasn't specifically reviewed, but they are ordered 4-weeks in advance and would still arrive on time with delays.

Cr. Korol asked if there would a change in cost to the patients. Mr. Salehmohamed replied that there would be no changes to cost, and if a prescription was double filled, they would not duplicate bill but invoice the next month.

- b. Collaborative Leadership Initiative (CLI) Group – Mr. Miltenberger advised that he and colleagues were pleased to meet with Council and discuss the Centre for Indigenous Environmental Resources and the Collaborative Leadership Initiative, and what it can mean for Fort Smith.

The Executive Director of CIER, Merrell-Ann Phare, gave an update on her background and her colleagues introduced themselves.

She provided an update on the Centre for Indigenous Environmental Resources (CIER) and advised that it is a national organization founded in 1995 by ten First Nations Chiefs. She added that it is Canada's first Indigenous-directed environmental non-profit charitable organization and they have completed over 450 projects in partnership with over 300 Indigenous Nations across the country. She noted that CIER has two focus areas; building sustainable communities and protecting lands and waters.

She reviewed the CLI Team and gave introductions of team members that were not at the meeting. She advised that the group facilitates reconciliation-based conversations to move forward with issues of common concern and is structured for leaders to work and forward together. She noted the need to step back and think about shared history to move forward in a structured way and that CIER provides resources and funding. She indicated that the structure was adopted from Africa and adapted to Canada and involves advancing actions towards reconciliation.

Ms. Phare advised that the Collaborative Leadership Initiative is a facilitated process with Indigenous and municipal elected leaders, finds solutions to shared water challenges, provides resources, expertise, and a structured process, provides a track record of building trust, strengthening relationships, and advancing action toward true reconciliation. She reviewed their approach being locally driven, rooted relationships, solutions based, future focused, and sustained outcomes.

Ms. Phare reviewed the governance table in Fort Smith including bringing leaders to the table who know the watershed best and have the authority to make change on the ground, as well as help advance shared priorities, flex unexercised jurisdiction, and create more leverage over territorial/federal governments. Ms. Phare noted that leadership has more leverage together and advised that CIER's MOU was adapted from MOU signed in the north between the Tlicho and GNWT.

Ms. Phare reviewed their workplan in Fort Smith and reviewed opportunities for partnership.

D/M Macdonald advised that he and Cr. Korol were engaged in the CLI process and felt it was an inspirational, clear process in bringing leaders together.

Ms. Phare stated that the CLI initiative moves leaders through a structured process of meetings. She continued that history is discussed to come to a common place of understanding and to move forward on opportunities together. She noted that a relationship is formalized through an MOU agreement and CIER sometimes assists in finding funding for projects. She clarified that the process is a cemented working relationship to accomplish common goals.

Mayor Daniels asked if the CLI Team has worked with other governments in the NWT. Ms. Phare responded that Fort Smith is the first community to perform the Collaborative Leadership Initiative and is based on approaches lead in the North.

Mr. Miltenberger advised that the GNWT works with Indigenous governments to co-write and co-draft legislation and are signed off by leaders.

Mayor Daniels agreed that the only way to overcome is by working together. He felt this is a unique initiative to bring governments together to work on common goals and he looks forward to working together. He noted the current economy's financial restraints and sustaining for the next generation.

D/M Macdonald and Council thanked the CLI Team for coming to Fort Smith and presenting to Council. He appreciated their efforts and looks forward to meeting tomorrow with Community Leadership.

4. Review

- a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: Cr. Couvrette

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

- b. Minutes – The Community Services Standing Committee Minutes of April 11th, 2023, were reviewed and adopted at the Regular Meeting of Council on April 18th, 2023.
- c. Vision and Values – The Vision and Values were reviewed. Cr. Couvrette requested updating the visions and values to drive Council forward through the remainder of their term. He noted upcoming consultations with the review of the Community Plan and Zoning Bylaw and suggested engaging residents with how the envision the community in the future.

Cr. Couvrette would also like to update Economic Development Plan in consideration of economic changes due to COVID-19, etc., and as the Strategic Plan was adopted in 2018. Mayor Daniels agreed with Cr. Couvrette. Cr. Couvrette advised that the Capital Plan includes the Strategic Plan Update project for 2025 and suggested advancing the project.

Cr. Couvrette made a recommendation for Administration to review the possibility of advancing the Strategic Plan Update as per the 2025 Capital Plan. Mayor Daniels seconded the motion.

D/M Macdonald noted discussion from the last meeting about performing a functional review and suggested doing an internal review first, and in consideration of changes in Administration. He also suggested determining the direction of Mayor and Council, and developing a terms of reference, followed by requesting feedback from the Administration prior to engaging a consultant with the projects. Cr. Campbell agreed and would like feedback from Administration. Cr. Couvrette agreed but doesn't want the projects pushed back. He suggested assigning funds for to develop a terms of refence to move the functional review and strategic planning process forward.

D/M Macdonald agreed on identifying a vision to move forward to determine a direction and to give options to the next Mayor and Council.

Cr. Couvrette amended his recommendation. Mayor Daniels approved the amendment.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Mayor Daniels

That Administration identify a process to draft a terms of reference for the reviews needed for the Economic Development Plan, Strategic Plan, and Functional Review.

CARRIED UNANIMOUSLY

- d. Community Services Master Plan – The Community Services Master Plan was reviewed.
- e. Economic Development Plan – The Economic Development Plan was reviewed.

5. Directors Report

- a. CRC Statistics April 2023 – The CRC Statistics for April 2023 were reviewed. Administration advised that the hot tub is filled, and they are working on the chemistry and bringing the water to temperature.

She noted that CRC usage has decreased due to the warm weather and that the winter soccer season is ending, and summer soccer season registrations are open. She noted that the Trade Show had 860 people in attendance.

Cr. Campbell requested an update on the hot tub controls and CRC basement leak. Administration replied that the Curling Rink is still leaking and that they will start replacing the caulking annually before removing the ice as a preventative measure. Administration advised that the hot tub is functional and will be opening along with the Pool and new changerooms.

Cr. Korol asked if there were issues with the decommissioning of Arena or Curling Club ice plants. Administration replied that the Director of Municipal Services is working to get reports from CIMCO.

Cr. Couvrette attended the South Slave Tourism Development Workshops and thinks it went well. He requested a follow up briefing note on the expenses and funding sources, as well as follow up actions resulting from discussions at the conference.

D/M Macdonald requested more information on the water leak in the CRC and asked if it is isolated from the ice surface. Administration noted that there have been water issues in different areas of the facility and that the Curling Rink is a contributing factor. She advised that increased snow removal was performed around the building. Cr. Campbell requested the leak be fixed with Blueskin rather than caulking.

Mayor Daniels requested an on the Seniors' Room. Administration advised that the Seniors' Society had a meeting today and are in the moving-in stage.

b. Mary Kaeser Library

i. Library Statistics April 2023 – The Library statistics for April 2023 were reviewed. Administration advised that Library attendance has been far greater than at the old location. She was pleased with circulation and programming through the facility.

ii. Library Activity Report April 2023 – The Library Activity Report for April 2023 were reviewed.

6. Economic Development

a. Economic Development Report May 2023 – The Economic Development Report for May 2023 was reviewed. Administration was pleased with the recent South Slave Tourism Development Workshops and felt that Fort Smith showcased they could handle a conference.

Administration advised that the Housing Plan Advisory Board is meeting in May and will review survey results to incorporate in the Fort Smith's Housing Strategy as it moves forward.

7. Advisory Boards

a. Community Services Advisory Board

i. CSAB Reappointment Rohma Nawaz – The expression of interest form was reviewed. Cr. Korol noted that that there wasn't a CSAB meeting in April 2023.

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: Cr. Pischinger

That Rohma Nawaz be reappointed to the Community Services Advisory Board for a period ending December 31st, 2024.

CARRIED UNANIMOUSLY

b. Economic Development Advisory Board

i. EDAB Minutes April 27, 2023 – The EDAB minutes from April 27th, 2023, were reviewed.

- ii. EDAB Reappointments – The expression of interest forms were reviewed.

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: D/M Macdonald

That Kevin Antoniak, Pierre-Emmanuel Chaillon, Michael Keizer, and Alyssa Etsell be reappointed to the Economic Development Advisory Board for a period ending December 31st, 2024.

CARRIED UNANIMOUSLY

- c. Fort Smith Housing Plan Advisory Board – Cr. Pischinger advised that there is an upcoming meeting in May. She noted that the board has completed the survey stage and is amalgamating data to analyze and incorporate into the Housing Plan for Fort Smith.

D/M Macdonald asked if meetings would start occurring monthly. Administration replied that the project is nearing completion potentially in June 2023 but it may be extended.

Cr. Couvrette was pleased with over 200 surveys completed and noted that funding was received by Housing NWT for the development of a Housing Strategy for staffing and that they provided staff resources. Administration agreed and advised that the strategy will be Fort Smith specific. D/M Macdonald asked if there is a staff member processing data. Administration confirmed and advised that funding is carried through the duration of the project.

8. Date of Next Meeting

The next Community Services Standing Committee meeting will be held on June 13th, 2023.

9. Adjournment

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: D/M Macdonald

That the meeting be adjourned at 8:09 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith
Municipal Services Standing Committee
Tuesday, May 9th, 2023, at 8:15 pm
Town Hall Council Chambers

Chairperson: Cr. Campbell
Members Present: Mayor Daniels, D/M Macdonald Cr. Fergusson, Cr. Korol, Cr. Tuckey, Cr. Couvrette, Cr. Beaulieu, Cr. Pischinger
Staff Present: Emily Colucci, A/Senior Administrative Officer
Jim Hood, Interim Senior Administrative Officer
Adam McNab, Director of Protective Services
Katie Reid, Executive Secretary
Guests: Anneliese Kikoak, Brandon Kikoak

1. Call to Order

Mayor Daniels called the meeting to order at 8:20 pm and handed the Chair to Cr. Campbell.

2. Declaration of Financial Interest

- a. Statement of Disclosure of Interest – There were no disclosures of financial interest.

3. Review

- a. Agenda – The agenda was reviewed. D/M Macdonald requests adding discussion about sea cans.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: Cr. Couvrette

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

- b. Minutes – The Municipal Services Standing Committee Minutes of April 11th, 2023, were reviewed and adopted at the Regular Meeting of Council on April 18th, 2023.

- c. Vision and Values – The Vision and Values were reviewed.

- d. 2023 Capital Plan – The 2023 Capital Plan was reviewed.

Cr. Fergusson asked if there was an update on damages to infrastructure due to power outages and requesting reimbursement for damages from NTPC.C Cr. Fergusson advised that the trial snow dump location on Calder Avenue/Wilderness Road is left with gravel and garbage melting and asked if there are plans to remediate the space. She didn't feel the trial run was successful and suggested not using the location moving forward. She considered the expense to remediate the green space and noted that the location is residential. Cr. Pischinger agreed that the snow dump should not be in a residential location.

Administration would look into the NTPC issues and noted that the Tamarac Lift Station is operating without a pump truck but is still an ongoing issue. She advised that they are looking to upgrade the control panel. D/M Macdonald asked if safeguards have been considered to prevent further surge issues. Administration would follow up and advised that the issue was reviewed by an electrician.

Administration advised that the Town runs a community clean-up program that engages user groups to clean locations to receive funding and suggested engaging a user group with the snow dump area. She advised that staff have been out cleaning parks as well and that she would bring this forward to the Director of Municipal Services to prioritize and to determine if remediation is required. She noted that the location worked well as a snow dump and didn't present drainage issues.

Cr. Korol noted that additional funds were allocated in the 2023 Capital Plan for the cemetery fence and asked if there was an update. Administration didn't have an update and noted that not all projects are completed. Cr. Campbell asked if the project has gone out to tender. Administration replied that it has not.

Cr. Korol asked if the Multihog would be used to reclaim gravel and that the bobcat with the sweeper been out.. Administration advised that additional staff training is required and that there are training requirements for each attachment. She noted that training has occurred for some attachments.

4. Directors Report

- a. Municipal Services Director Report May 2023 – The Director of Municipal Services' Report from May 2023 was reviewed. Cr. Fergusson noted that the previous Administration was developing a Facilities Maintenance workplan for the Arena and Curling Rink. Administration would follow up on the project status. Cr. Fergusson suggested Arena boards be available for sponsorship.

Cr. Campbell noted that funds were allocated to the boat launch and requested an update. Administration would follow up with the Director of Municipal Services.

5. Protective Services

- a. Fire Department Statistics April 2023 – The Fire Department Statistics for April 2023 was reviewed. The Director of Protective Services advised that the Fire Department was busy in April. He advised that fire restrictions are in place due to extreme dry conditions and that there has been positive engagement with the public.
- b. Ambulance Department Statistics April 2023 – The Ambulance Department Statistics for April 2023 was reviewed. The Director advised that there was an increase in calls in April.
- c. Fire/EMS Training Report April 2023 – The Fire/EMS Training Report for April 2023 was reviewed. The Director advised that there is an EMR course currently running with twelve members attending.
- d. Fire/EMS Graphs April 2023 – The Fire/EMS Graphs for April 2023 were reviewed.
- e. Lands Enforcement Report April 2023 – The Lands Enforcement Report for April 2023 was reviewed.
- f. Bylaw Enforcement Report April 2023 – The Bylaw Enforcement Report for April 2023 was reviewed. The Director advised that the Bylaw and Lands Enforcement Officers have been working proactively with community members. Additionally, they received positive feedback about the electronic speed sign on Tamarac Crescent.

The Director advised of recent fire incidents that were close calls and could have resulted in more serious events. He advised of a residential grass fire, a car fire, and a wildfire west of town that the Fire Department and ENR responded to.

D/M Macdonald thanked the volunteers for providing great service and responding outside of the community. D/M Macdonald commended all respondents.

Mayor Daniels suggested identifying locations in the community for wood cutting. The Director responded that he has been working with ECC and they are issuing wood cutting permits within Commissioners' land as per the existing Wildfire Protection Plan. He noted that the plan has addressed areas of concern for fire smarting and wood cutting areas.

6. Advisory Boards

- a. Sustainable Development Advisory Board – There were no SDAB minutes for April 2023.

7. Administration

- a. Briefing Note Housing NWT Land in Lieu – The briefing note was reviewed. The Director of Protective Services advised that a Housing NWT that a lot on St. Ann's Street was zoned R2 to Playground through bylaw that Town has placed a playground on the lot. He advised that Housing NWT is requesting a lieu property to develop and suggested 27 Whooping Crane Crescent or 446/448 Calder Avenue. He noted that there is an existing structure on 27 Whooping Crane Crescent that would require demolition.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Fergusson

That the Town of Fort Smith enter into negotiations with Housing NWT for the transfer of 27 Whooping Crane Crescent.

CARRIED UNANIMOUSLY

8. Other Business

- a. Sea Cans – D/M Macdonald commended the Protective Services department on enforcement initiatives. He would like to review bylaw in consideration of sea can placement. He suggested placing a stay order on sea cans until the bylaw can be reviewed. Cr. Fergusson agreed and would like to consider esthetics. Cr. Couvrette suggested considering sea cans as an accessory building and removing reference to sea cans in the Zoning Bylaw.

D/M Macdonald stated the importance of updating aged bylaws and engaging with appropriate staff. He requested the Director of Protective Services be engaged in the process and to ensure the best process for enforceable bylaws.

Administration advised that they would bring a briefing note to Council on the implications of placing current enforcement issues on hold pending review of the General Plan and Zoning Bylaw. He advised that the bylaws take months for review and require specialized consultants in land use and community planning to assist in drafting plans.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Tuckey

That Administration prepare a briefing note with the implications on staying the orders placed on sea cans respective to the Zoning Bylaw 936.

CARRIED UNANIMOUSLY

9. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on June 13th, 2023.

10. Adjournment

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: Cr. Korol

The meeting be adjourned at 9:12 pm.

CARRIED UNANIMOUSLY



BRIEFING NOTE

To: Regular Meeting of Council

From: Administration

Date: May 16th, 2023

Subject: Changing of Signing Authorities on Bank Accounts

Purpose:

To designate signing authorities on all Town of Fort Smith Bank Accounts.

Background:

At the Regular Meeting of Council on October 18th, 2022, the following motion was made appointing signing authorities for the Town of Fort Smith.

22-186 That the Signing Authorities for the Town of Fort Smith shall be Mayor Fred Daniels, D/M Jay MacDonald, and Cr. Leonard Tuckey on behalf of Council; and

That the Signing Authorities for the Town of Fort Smith shall be Cynthia White, Senior Administrative Officer; Obrian Kydd, Director of Corporate Services; and Emily Colucci, Director of Community Services on behalf of Administration; and

That all documents must be signed by two officers; one from Council and one from Administration.

Analysis:

Signing authorities require amending to remove former SAO Cynthia White and add the new SAO Jim Hood.

Recommendation:

That the signing authorities for the Town of Fort Smith shall be Mayor Fred Daniels, Deputy Mayor Jay Macdonald and Councillor Leonard Tuckey on behalf of Council, and

That the signing authorities for the Town of Fort Smith shall be Jim Hood, Senior Administrative Officer; Obrian Kydd, Director of Corporate Services; and Emily Colucci, Director of Community Services.

That all documents must be signed by two officers; one from Council and one from Administration.