











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

Tuesday, February 21, 2023, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. Jeannie-Marie Jewell b. RCMP Police Report January 2023	 Fort Smith Policing Report 2023-01.pdf
D. Approval of Council Minutes a. Regular Council Meeting Minutes 01-23 January 17 th , 2023	 Council Minutes January 17 2023.pdf
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 February 7, 2023 ii. Community Services February 14, 2023 iii. Municipal Services February 14, 2023	   Corporate Services Community Services Municipal Services Minutes February 7, Minutes February 14 Minutes February 14
b. Enactment of Bylaws and Policies ii. Annual Borrowing Bylaw Bylaw 1044 First and Second Reading iii. Consolidated Rates and Fees Bylaw 1045 First and Second Reading	  Bylaw 1044 2023 Bylaw 1045 - The Annual Borrowing BConsolidated Rates
c. Appointments	
d. Mayor and Council/Board Representative	
e. Administration i. In-Camera Session <i>CTV Act S.(23)(3)(e)</i>	
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	

FORT SMITH
POLICING REPORT
January 2023



Fort Smith RCMP Detachment
G Division
Northwest Territories



The Fort Smith RCMP Detachment responded to a total of 160 calls for service to the Town of Fort Smith during the month of January 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 two reports of possible impaired drivers from members of the public during the month of January. Police located both drivers and were able to charge the driver in one of the 2 reported incidents.

Police conducted 10 targeted enforcement action over the month some of which were with the assistance of the Fort Smith By Law. Targeted enforcement includes monitoring intersections for violations, conducting radar enforcement in reduced speed zones, and monitoring vehicles leaving local liquor establishments. 110 vehicles were stopped during the month for minor infractions. Five drivers were issued a ticket for various offences under the motor vehicle act, several warnings were issued and five field sobriety tests were administered.

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 January 14-15, Cpl Stephanie Leduc participated in the female hockey tournament.
- b. During the month of January, Sgt Cagri Yilmaz, Cst Shawn Gibson and Cst Jason Emmons volunteered as coaches for the Fort Smith soccer, hockey and skating clubs on approximately 15 occasions.

The Community assisted the priority by: Inviting RCMP to attend meetings and participate in activities

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. The Fort Smith Detachment responded to a total of 6 complaints under the Mental Health Act involving individuals who had threatened harm to themselves and to others. These types of complaints are very time sensitive and require immediate attention as to mitigate the potential harm. It typically results in the RCMP apprehending the individual and escorting them to the hospital for assessment by medical professionals.
- b. 5 members were assaulted by a prisoner this month in several incidents by an individual believed to be suffering from mental health issues. Two members sustained injuries as a result of these assaults with one requiring medical attention.



OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	23	23	20	197
Sexual Offences	0	0	0	17
Break and Enters (Residence & Business)	1	1	0	32
Theft of Motor Vehicle	3	3	0	9
Theft Under \$ 5000.00	1	1	5	68
Theft Over \$ 5000.00	0	0	0	3
Drugs (Possession)	0	0	0	4
Drugs (Trafficking)	1	1	0	10
Liquor Act	3	3	8	126
Unlawful Sale (Bootlegging)	0	0	0	0
Causing a disturbance / Mischief (total)	49	49	31	597
Causing a Disturbance	5	5	1	159
Mischief - damage to property	5	5	3	74
Mischief - obstruct enjoyment	39	39	27	364
Impaired Driving	2	2	4	58
Other Complaints	55	55	50	523
Total Violations	138	138	118	1644
Total Calls for service	160	160	161	2094

JUSTICE REPORTS	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Victim Services Referral - Accepted	1	1	2	16
Victim Services Referral - Declined	11	11	11	82
Victim Services - Proactive Referral	0	0	2	7
Victim Services - Not Available	0	0	0	0
Restorative Justice Referrals	0	0	0	1
Emergency Protection Orders (Detachment Initiated)	0	0	1	5
ODARA Reports	7	7	10	47
Prisoners Held	18	18	12	187
Prisoners Escorted	1	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	0	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 01-23
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF JANUARY AND THE
FIRST 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

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

GALLERY: Sgt. Cagri Yilmaz, RCMP
Cpl. Stephanie Leduc, RCMP

Meeting 01-23	7:00 PM
January 17 th , 2023	Town Hall Council Chambers

A. CALL TO ORDER & CONFIRMATION OF QUORUM

Mayor Daniels called the meeting to order at 7:00 p.m. and confirmed a quorum of Council was present.

Mayor Daniels congratulated the newly elected Fort Smith Metis Council and SRFN's newly elected Councillor. He looks forward to working with them.

B. APPROVAL OF AGENDA

Administration requested adding discussion regarding the request to purchase the world record largest snowshoe and adding an in-camera in accordance with the CTV Act S(23)(3)(e).

23-001 Moved by: Cr. Fergusson
Seconded by: Cr. Korol

That the agenda be adopted as amended to include the request to purchase the Guinness Record's largest snowshoe and an in-camera session in accordance with the CTV Act Section 23(3)(e).

CARRIED UNANIMOUSLY

C. PRESENTATIONS

- a. RCMP Police Report December 2022 – The December 2022 Police Report was reviewed. Cpl. Leduc advised that December was a busy month with traffic enforcement including ten check-stops and many vehicle checks. She noted that additional members came to Fort Smith to support the initiative.

Cpl. Leduc advised that there was increased community involvement in December with holiday activities and reviewed their engagement initiatives. She continued to review notable occurrences and mental health calls. She advised that mental health calls increase this time of year.

Sgt. Yilmaz advised that an individual has been charged under the 911 Act for placing hundreds of calls to the RCMP over the past year. He noted that the individual would not saying anything on the calls and it would tie up resources.



Cpl Leduc advised that the RCMP were looking for an individual with warrants and a media release was put out. She noted that the individual was apprehended safely without issues.

Cpl. Leduc noted that the statistics are consistent with 2022 and the prisoner count has remained the same.

Cr. Campbell asked if 911 calls are recorded. Sgt. Yilmaz confirmed this and advised that different investigative techniques were used to identify the individual including a data recorder on their phone. He stated that the calls were so frequent that it was using up RCMP resources.

Cpl. Leduc advised that she is being transferred and this may be her last meeting to delegate. Mayor and Council thanked Cpl. Leduc for her service.

Cr. Korol noted that there hasn't been much uptake with victim services and the service isn't fully utilized. Cpl. Leduc replied that the RCMP met with victim services and hopes this will result in increased usage. Additionally, she advised that there is family initiative funding for families of domestic violence and that she would work with victim services to create programming. Cr. Korol was pleased with the feedback. She advised that she sits on the Regional Wellness Committee, and she brings forward the RCMP's mental health statistics. Sgt. Yilmaz advised that mental health resources respond to mental health calls with the RCMP in Saskatchewan and thinks this would be effective in Yellowknife due to size. He noted that members are required to stay at the hospital with individuals picked up on mental health calls as the current Health Centre does not have a secure room. Cr. Korol advised that the Health Centre does have a secure room but that it has been decommissioned.

Sgt. Yilmaz gave a staffing update. He advised that four members are slated to transfer with no replacements identified and that they would not be released without replacements. He expects new members in the next six-months and advised that there is one vacant position. Additionally, there are two members returning from maternity leave and one member retiring.

Cr. Campbell asked if the amount of mental health calls in Fort Smith seems high. Sgt. Yilmaz confirmed this but was unsure why.

Mayor and Council thanked Sgt. Yilmaz and Cpl. Leduc for their report and service to the community.

D. **APPROVAL OF MINUTES**

Regular Meeting of Council 12-22 – The minutes from the Regular Meeting of Council were reviewed.

23-002	Moved by: D/M Macdonald Seconded by: Cr. Fergusson That the minutes of Regular Meeting 12-22 of December 20 th , 2022, be adopted as presented. 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 – Cr. Fergusson declared a conflict with respect to the correspondence received from Women’s Hockey.

G. **COUNCIL BUSINESS**

- a. Introduction and Consideration of Committee Reports

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

23-003 Moved by: Cr. Korol
Seconded by: D/M Macdonald

That the Corporate Services Standing Committee minutes from January 3rd, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

2023 Board of Revision

23-004 Moved By: Cr. Fergusson
Seconded By: D/M Macdonald

That Councillor Kevin Campbell be appointed to the 2023 Board of Revision on behalf of Council; and

That further Denise Yuhas, John Gray, and Mary Ellen Piche be appointed from the general public to the 2023 Board of Revision;

That the Chairperson and Board Members will be paid \$100 per day in accordance with legislation.

IN FAVOUR – CR. FERGUSSON, CR. KOROL, CR. TUCKEY, D/M MACDONALD, CR. BEAULIEU, CR. PISCHINGER, CR. COUVRETTE
ABSTAINED – CR. CAMPBELL
MOTION CARRIED

5-Year Capital Plan Approval

23-005 Moved By: Cr. Fergusson
Seconded By: D/M Macdonald

That the 5-Year Capital Plan be approved with an additional \$75,000 for improvements towards the Town of Fort Smith Cemeteries.

CARRIED UNANIMOUSLY

Appointment of Acting SAO

23-006 Moved By: Cr. Korol
Seconded By: Cr. Fergusson

That Emily Colucci, Director of Community Services, be appointed Acting Senior Administrative Officer for the period of January 28th, 2023, to 8:30 am February 6th, 2023, and;

That Emily Colucci, Director of Community Services, be appointed Acting Senior Administrative Officer for the period of February 25th, 2023, to 8:30 am March 6th, 2023.

CARRIED UNANIMOUSLY



Waive User Group Fees

23-007 Moved By: D/M Macdonald
Seconded By: Cr. Korol

That the ice user group fees for 2022 in the amount of \$1,821.00 be waived as ice was not available on a regular basis until January 3rd, 2023.

CARRIED UNANIMOUSLY

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

23-008 Moved by: Cr. Fergusson
Seconded by: Cr. Korol

That the Community Services Standing Committee minutes from January 10th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

Appointment of Acting Mayor

23-009 Moved by: Cr. Campbell
Seconded by: Cr. Pischinger

That D/M Macdonald be appointed Acting Mayor from January 23rd to January 27th, 2023.

CARRIED UNANIMOUSLY

Cr. Fergusson declared a conflict and left the meeting.

Women's Hockey Tournament Donation Request

23-010 Moved by: Cr. Campbell
Seconded by: D/M Macdonald

That Mayor and Council donate up to \$300 in Town swag to the 2023 Hockey Bags Invitational Women's Hockey Tournament.

CARRIED UNANIMOUSLY

Cr. Fergusson returned to the meeting.

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

23-011 Moved By: Cr. Tuckey
Seconded By: Cr. Pischinger

That the Municipal Services Standing Committee minutes from January 10th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

Invitation to NTPC

23-012 Moved By: Cr. Tuckey
Seconded By: Cr. Pischinger

That NTPC be invited to meet with Council to discuss the ongoing power needs of the community.

CARRIED UNANIMOUSLY



Snow Removal Bylaw 1041 – D/M Macdonald asked if Council would like to do three readings of the bylaw as there was a full Council present. Cr. Campbell suggested waiting for third reading incase there is public feedback. Cr. Pischinger agreed with further consultation prior to third reading. Cr. Fergusson supports this and suggesting making changes as per public feedback. Cr. Tuckey agreed and suggested consultation with local contractors.

23-013 Moved By: Cr. Fergusson
Seconded By: D/M Macdonald

That Snow Removal Bylaw 1041 be brought forward to the Regular Meeting of Council on January 17th, 2023, for First and Second Reading.

CARRIED UNANIMOUSLY

Invitation to Chamber of Commerce

23-014 Moved By: Cr. Korol
Seconded By: Cr. Fergusson

That the Chamber of Commerce be invited to meet with Mayor and Council to discuss collaboratively working together on economic development engagements and initiatives.

CARRIED UNANIMOUSLY

b. Enactment of Bylaws and Policies

Taxi Bylaw 1040 Third Reading

23-015 Moved by: D/M Macdonald
Seconded by: Cr. Fergusson

That the Taxi Bylaw 1040 be given Third Reading by title only.

CARRIED UNANIMOUSLY

Snow Removal Bylaw 1041 First Reading

23-016 Moved by: Cr. Fergusson
Seconded by: Cr. Korol

That the Snow Removal Bylaw 1041 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 establish regulations and control of snow removal;

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

1. That this by-law shall be cited as the “Snow Removal Bylaw”.
2. The purpose of this By-law is for the regulation and control of snow removal within the Town.

CARRIED UNANIMOUSLY



Snow Removal Bylaw 1041 Second Reading – Cr. Campbell requested including sidewalks in front of properties be cleared by the property owner. Administration replied that this could be included and be specific to zoning as some residential properties are in Town Centre. D/M Macdonald suggested that there should be a plan to implement the bylaw for the next season and thinks Town Centre snow removal could continue to be performed by the Town.

Cr. Tuckey felt there are health and safety risks with requiring property owners to perform sidewalk snow removal in consideration of Fort Smith being an aged community. Cr. Fergusson noted that community organizations assist with sidewalk removal for resident sidewalks in Hay River and felt this could be established here. Cr. Tuckey advised that due to the designation of the Corrections Facility they are no longer able to provide community services. He suggested that one of the indigenous governments may take this on but that there are many elders in the community that are not members. Cr. Beaulieu replied that the Fort Smith Metis Council offers this service and elders do not have to be a member to receive the service.

Administration thinks an implementation plan could be comprised by third reading. She noted that it is unusual for community governments to perform snow removal on resident sidewalks.

Cr. Pischinger would like to consult with the community before adding that property owners are responsible for clearing sidewalks and noted that there was no previous discussion on including this in the committee meeting. Administration agreed to discuss this with the community prior to third reading. D/M Macdonald agreed with consultation and noted that this may cause an enforcement issue if sidewalks are not cleared.

23-017 Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

That the Snow Removal Bylaw 1041 be given Second Reading by title only; and

That the Snow Removal Bylaw 1041 include an amendment for snow removal on of property owner's sidewalks.

IN FAVOUR – CR. CAMPBELL, CR. FERGUSSON, CR. KOROL, CR. TUCKEY, D/M MACDONALD, CR. BEAULIEU

OPPOSED – CR. COUVRETTE, CR. PISCHINGER

MOTION CARRIED

c. Appointments

d. Mayor and Council/Board Representative Updates

- i. Cr. Tuckey – Cr. Tuckey welcomed the newly elected Fort Smith Metis Council (FSMC) and congratulated Smith's Landing First Nation (SLFN) for having a full sitting of Council. Cr. Tuckey thanked the Mayor and Council for budget discussions. He was also pleased to see an active Arena again.
- ii. Cr. Korol – Cr. Korol congratulated the FSMC and SLFN. She also gave well wishes to the participants of the AWG and named all the participants. She added that the AWG Youth Ambassador would be announced tomorrow. Cr. Korol advised that there is a vacancy on the Regional Wellness Board and that the Town Advisory Boards are also looking for members. Cr. Korol commended Cr. Fergusson for reviving the Wood Buffalo Frolics and wished the society well.



- iii. Cr. Fergusson – Cr. Fergusson thanked Town staff that worked through the holidays. She noted that there was figure skating on the first weekend in January and a women's hockey tournament the second weekend. She noted that the community benefits from having a functioning Arena as sporting events have a big impact on economy. Cr. Fergusson advised that Wood Buffalo Frolics is being organized for March 9-12th which will include the mad trapper's ball, dog mushing, a hockey tournament, outdoor events, the big fun snowboarding event, and the WBF prince and princess event. Cr. Fergusson requested an update on infant licensing at the Daycare.
- iv. Cr. Campbell – Cr. Campbell asked if the pumps for the Water Treatment Plant have arrived. He noted that Town Hall was closed and signage on the door stating there were no employees and felt that advertising could be improved. Cr. Campbell asked if the grader is down. Cr. Campbell noted drainage issues at the CRC and asked if the cause is known.
- v. Cr. Couvrette – Cr. Couvrette congratulated the FSMC and SLFN on their elections. Cr. Couvrette expressed concern regarding carbon tax changes proposed for April 1st and noted that the change will have significant impact. He advised that the NWT has limited alternatives for heating and that electric heat is unaffordable. He added that the NWT does not have options to reduce their carbon footprint as consumers of heating fuel. He suggested Mayor Daniels contact the MLA to ensure this is being fought at a territorial level due to living in the north and as the change will impact seniors with a fixed income.

Cr. Couvrette advised that there was an article on CBC noting that there has been a growth in GNWT employment by 25% over the past five-years which includes an additional 73 positions in Fort Smith. He added that CBC was given the information by the GNWT Department of Finance and suggested writing a letter for more information on the 73 additional positions and if they are working remotely, where from.

23-018 Moved by: Cr. Couvrette

Seconded by: D/M Macdonald

That a letter be written to the Minister responsible for Human Resources/Finance for more information regarding the additional 73 GNWT positions in Fort Smith and if working remotely, where they are working remotely from.

CARRIED UNANIMOSLY

- vi. Cr. Pischinger – Cr. Pischinger congratulated FSMC and SLFN on their elections, and the AWG athletes from Fort Smith. She commended Cr. Fergusson for taking on the Wood Buffalo Frolics.
- vii. Cr. Beaulieu – Cr. Beaulieu congratulated the FSMC and SLFN on their elections. He also congratulated the Minor Hockey Team that attended a tournament in Hay River over the past week and came back with Bronze. She also commended the AWG athletes and Cr. Fergusson.
- viii. D/M Macdonald – D/M Macdonald congratulated the FSMC and SLFN on their elections and congratulated the AWG athletes. D/M Macdonald advised that the Mayor, SAO, and himself, have been planning a community leadership meeting that is facilitated by the Community Leadership Initiative (CLI) group which is comprised of participants across Canada in collaboration with indigenous governments and with collaborative initiatives of common interest as the point of discussion. D/M Macdonald invited Council to attend and participate, and advised that invitations have been extended to the indigenous Council's to participate as well. He looks forward to a positive meeting with positive collaboration moving forward.



- ix. Mayor Daniels – Mayor Daniels advised that he has been in touch with Chief Adams from Athabasca Chipewyan First Nation regarding the Garden River Road and that he would like to meet with ACFN to further discuss the development of the road. Mayor Daniels commended the FSMC and SLFN on their elections and congratulated hockey players that played in recent tournaments, as well as the AWG athletes. He added that one of the athletes would be attending the Canada Winter Games.
- e. Administration – Administration provided an update on infant childcare spaces at the Daycare and advised that the Town is hoping to have infant spots available January/February. She noted that the Town had committed space for quality infant childcare and ensured ECE regulations were met. She noted that earlier in the process the Town was approved for eight infants but was told differently today that the Town is only approved for five spaces. She continued that the Town had planned and hired based on eight spaces and that issues continue to arise where the Town plans for compliance but is told later in the process otherwise. She indicated that the current issue is that infant and preschoolers cannot nap in the space, and that sufficient spacing was planned, but now they cannot nap in the same room. She advised that the Town has requested information on how regulations are being interpreted as there have been unnecessary roadblocks which have been challenging for staff and planning. She added that the Town was also told they cannot have carpet in the nap room, but there are no regulations around this, and that Public Health Officer advised that carpet was allowed if it could be disinfected. Mayor Daniels suggested writing a letter to ECE regarding the issues. Cr. Fergusson found this frustrating and would also like clarification as it is affecting operations. Cr. Korol agreed and also wondered why the ECE Early Childhood position was relocated from Fort Smith.

Cr. Campbell asked if the pumps arrived for the Water Treatment Plant. Administration advised that they haven't arrived yet and that the Town is looking for a local millwright to fabricate parts on a case-by-case basis moving forward.

Cr. Tuckey requested an updated on the Pool and Arena. Administration replied that the hot tub was out of service, but that the parts have arrived, and that it should open next week. She advised that there are control system issues in the steam room and that parts have been ordered. Administration advised that the waterslide has always dribbled water but that it was recently determined by WSCC that the issue must be fixed as water cannot be on the Pool deck. Administration advised that the Arena fire suppression system is operational but additional parts are on order, and that the alarm sounds when entering the building and they are waiting for an electrician to fix this. She advised that the Arena elevator is shut down and that they have been regularly trying to contact the elevator company regarding the panel but have not received a response. She noted that they are working with the inspector to find an alternative and are investigating to determine if another company can provide the parts. Additionally, there was a leak in the ice plant brine pump, but it has been fixed.

Administration provided an update on the CRC renovations. She advised that the fire alarm upgrades are being worked on and that specialized items are due to arrive tomorrow. She stated that the shower room floor preparation is ongoing, and that the contractor is finishing the electrical work in the changerooms. Cr. Campbell asked if there are inspections done prior to completion and if the Seniors' Room could be inspected and handed over sooner. Cr. Korol noted that the wood for the Pool deck temporary changerooms should be replaced.

Cr. Campbell requested an update on the grader and if there are additional pumps ordered for the Water Treatment Plant. Administration confirmed additional pumps were ordered, and that there was an electrical issue with the grader and parts were ordered.



D/M Macdonald requested an update on the Director's work plans. Administration replied that she has received work plans for most departments and is expecting the rest soon.

Administration provided an update regarding the world record snowshoe. She advised that request was submitted to Council to purchase the snowshoe, and it was discussed, but determined that the purchase wasn't planned or fit with current plans. She noted that the artist was also adamant that the snowshoe be stored inside. Cr. Campbell and Cr. Tuckey agreed that the snowshoe wasn't budgeted for and that there was no contractual agreement to purchase. Mayor and Council thanked Mr. Labine for his effort and commended his artwork but were unable to support the purchase at this time.

H. **ABSENCE OF COUNCIL MEMBERS**

23-019 Moved by: Cr. Korol
Seconded by: Cr. Fergusson

That Cr. Beaulieu and D/M Macdonald be excused from the Community Services and Municipal Services Standing Committee Meetings on January 10th, 2023.

CARRIED UNANIMOUSLY

I. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – February 7th, 2023

Community and Municipal Services Standing Committee Meetings – February 14th, 2023

Regular Meeting of Council 02-23 – February 21st, 2023

J. **IN-CAMERA SESSION**

23-020 Moved by: Cr. Fergusson
Seconded by: Cr. Korol

That Council move in-camera in accordance with the Cities, Towns and Villages Act, Section 23(3)(e).

CARRIED UNANIMOUSLY

23-021 Moved by: Cr. Couvrette
Seconded by: Cr. Korol

That Council move out of in-camera at 9:57 p.m.

CARRIED UNANIMOUSLY



K. **ADJOURNMENT**

23-022 Moved by: Cr. Couvrette
Seconded by: Cr. Korol

That the meeting be adjourned at 9:58 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 21st day of February, 2023.

Mayor Fred Daniels

Certified Correct by the
Senior Administrative Officer Cynthia White

L. **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, February 7th, 2023 at 7:00 pm
Town Hall Council Chambers

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

Staff Present: Cynthia White, Senior Administrative Officer
Katie Reid, Executive Secretary

1. Call to Order

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

Cr. Tuckey read the acknowledgement of First Nations.

2. Delegation

There were no delegations.

3. Declaration of Financial Interest

Cr. Fergusson declared a conflict with the Wood Buffalo Frolics (WBF) correspondence.

4. Review

- a. Agenda –The agenda was reviewed.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Korol

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

- b. Minutes – The Corporate Services Standing Committee Minutes of January 3rd, 2023, were reviewed and adopted at the Regular Meeting of Council on January 17th, 2023.

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

- d. Strategic Plan – The Strategic Plan was reviewed.

5. Governance

- a. Infrastructure Renewal – Administration advised that unplanned power outages from NTPC grid work in Hay River has caused damage to municipal infrastructure and most recently the HVAC system on the roof of the CRC. The brownouts have also caused damage to the Lift Station, Water Treatment Plant and Pool. D/M Macdonald asked if there are plans to approach NTPC for restitution for damages. Administration confirmed this and advised that she is waiting for a cost analysis on the damages to the HVAC system and from other facilities. Cr. Korol asked if an insurance claim can be done as well. Administration replied that she would look into this but suspects they would be considered acts of God.
- b. Economic Growth/Lands – Administration noted that next month she would bring forward discussion on Town lands for disposal and ways to move them. She indicated that growth includes housing development, and that there are many vacant residences in Fort Smith, and that they would discuss implementing a vacant residence tax if the property isn't actively utilized. She noted that many of the vacant residences are institutionally owned.

- c. Communication/Advocacy for Excellence of Services – Administration advised that the Mayor and Council have engaged in a collaborative leadership process to address community concerns. She noted that the request was made to GNWT Finance to provide information on the additional GNWT positions, but a response has not yet been received.
- d. Human Resources – Administration did not have a Human Resources update.

6. Director's Report

- a. Accounts Paid List – The Accounts Paid List from January 2023 was reviewed. The Director of Corporate Services thanked staff for their hard work and provided information on the Capital Budget. He also thanked Council for approving the Tangible Capital Asset Policy and indicated that the policy was identified as requirement by the Auditors for many years. The Director advised that a capital asset is a tangible asset purchased, constructively developed, or acquired, and is used to produce goods, deliveries of services or programming and has a useful life of over one-year and can be for resale. He noted that the Tangible Capital Asset Policy has different thresholds for capital assets, and they are amortized over the life of the asset.

Cr. Campbell noted a cheque used to purchase a treadmill from Apple Fitness and asked why this wasn't tendered in Fort Smith. Administration replied that equipment is researched prior to purchase and based on maintenance. She noted that PWK High School uses Apple Fitness, and the Town can piggyback on maintenance services. She noted that if the item was tendered locally, the Town would pay the same for the item but an additional 10% for the business to order for the Town. Cr. Campbell would support tendering locally and adding 10%. D/M Macdonald agreed and would like the local economy to thrive. Cr. Couvrette asked if the Town has a current purchasing policy and does it address sole sourcing. Administration replied that there is a policy, but it is outdated, and the Town needs to ensure it is abiding by trade laws as a publicly funded organization. Cr. Fergusson asked if the Apple Fitness brand fits with the other equipment. Administration confirmed and advised that the treadmill is replacing a broken one and that Pete's Gym has three treadmills for use at a time. She noted that the older equipment is Life Brand and that they are trying to move towards one brand for maintenance purposes. Mayor Daniels asked if a local technician could do maintenance work. Administration confirmed but only if the warranty has finished.

Cr. Couvrette asked when the local procurement policy would be updated. Administration replied that there are number of bylaws and policies due for updating and they are working through them as quickly as possible. Additionally, she noted that the Community Plan and Zoning Bylaw are due for renewal. D/M Macdonald asked if a cost benefit analysis has been performed if using warranty and in consideration of transportation expenses. Administration advised that they are reviewing this and determining if an employee should be trained as a certified technician. Cr. Korol asked how often the school has technicians service equipment. Administration replied that she thinks yearly.

Cr. Tuckey requested an update on multiple cheque descriptions being noted as supplies and requested more information moving forward.

The Director of Corporate Services left the meeting.

- b. Correspondence – The Correspondence List from January 2023 was reviewed. Cr. Fergusson didn't think there was a conflict with the WBF letter being listed in correspondence as the letter wasn't being reviewed and the event is a community initiative.

D/M Macdonald advised that he spoke to the media regarding the letter that was sent to the ECE Minister as a response to Aurora College planning session, and that a response was provided by the Minister after he gave his statement.

Administration advised that a letter was sent out to the Minister of Finance regarding GNWT workforce growth, but a response has yet to be received. She noted that the Ski Club and WBF contribution requests will be responded to by the Director of Community Services, and they will be asked to fill out an application form. Additionally, she advised that the Mayor had issued funding support letters for local organizations.

- c. License Report – The License Report from January 2023 was reviewed. Administration advised that ninety business licenses were renewed, and that lottery and dog licensing has increased. Cr. Couvrette asked if dog tag licensing revenue is used to support the animal shelter. Administration replied that all revenue goes towards Town operations and suggested further reviewing dog tag licensing with the consolidated rates and fees.

7. Bylaw/Policy Review and Development

- a. Draft Bylaw 1044 2023 Annual Borrowing Bylaw – The draft Bylaw 1044, 2023 Annual Borrowing Bylaw, was reviewed. Administration advised that the Town only requests the funds at the time of need and there are no service charges unless the funds are borrowed.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

That Bylaw 1044, 2023 Annual Borrowing Bylaw, be brought forward to Council for first and second reading.

CARRIED UNANIMOUSLY

- b. Briefing Note and Draft Bylaw 1045 2023 Consolidated Rates and Fees Bylaw – The briefing note and draft Bylaw 1045, 2023 Annual Borrowing Bylaw, was reviewed.

Administration reviewed new fees such as for mailed, paper bills and advised that individuals receiving paper bills would pay \$5 per mailed invoice. Other businesses and banks have a fee for mailing statements and invoices and that the intent is to reduce the Town's carbon footprint.

Administration has incorporated fees for fire and rescue as the Town only receives \$37k Ground Ambulance Highway Rescue (GAHR) funding annually. The new fees are reflective of those in Hay River.

Out of town trucked water rates were removed but may be added back as the Town has received mixed messages as to whether the contractor is ready to assume services. Sewage lagoon dumping has never been charged to businesses and a fee has been added for this, as well as an access fee for the snow dump.

Administration suggested discussing taxi fees as per the new Taxi Bylaw and removing snowmobile licensing as this is unenforceable. She suggested different fees could be created for residential, commercial, and institutional developments.

Mayor and Council requested reviewing the revised Consolidated Rates and Fees Bylaw page by page.

Cr. Couvrette advised that he has received feedback regarding increases and noted that Council passed a balanced budget with indication that fee increases were not required. He agreed with the implementation of lagoon disposal fees but did not support a 25% increase to the After School Care Program (ASCP) fees. Further, he indicated that the intent when setting the property tax revenue increase to 2.5%, rather than 4%, was to minimize impact to constituents and he felt an increase in ASCP fees would impact growing families in the community. Cr. Fergusson agreed and had also received emails from concerned parents especially with the proposed increase being per child.

Administration replied that it has been the position of Council not to subsidize childcare and that the ASCP has never been cost recovery and provided a breakdown. She noted that although the budget is balanced, additional funds need to be put away for future infrastructure renewal. Additionally, the ASCP receives children on STIP and PD days and other days off at no extra cost. Mayor and Council agreed to not make changes to the ASCP fees this year.

Cr. Pischinger reviewed the \$5 fee for mailing invoices and advised that this would be \$60 per year for mailed utility invoices. She understands the intent to reduce the Town's carbon footprint but does not think this fee should be imposed. Administration suggested not implementing the fee for residential invoices but thinks businesses should receive electronic billing. Mayor and Council were in agreement.

Administration advised that a new hourly standby rate of \$65 has been incorporated for emergency medical services as a cost recovery method due to lengthy wait times for staff during medivacs. She stated that cost recovery for fire and rescue response hadn't existed before, and that the Town only receives \$37k GNWT GAHR funding annually. Cr. Campbell suggested increasing the standby rate to \$165 per hour to reflect cost of multiple staff and other O&M expenses. Cr. Korol agreed and noted that two or more EMS staff attend medivac calls.

D/M Macdonald noted a fee for the Fire Department for second responses to false alarms and asked how this would be managed. Administration replied that the entire department responds to calls, even if the middle of the night, and that there was a period when there were many false alarms. Additionally, if alarm systems are not maintained they can cause false alarms.

Administration asked if Council would like to consider different development permit rates for residential versus commercial/industrial development. D/M Macdonald wouldn't support increasing development fees as he would like to encourage economic growth. He would also like to consider opportunities/programming to encourage developers to invest in the community in the future. Cr. Campbell asked what services are received when paying development permit fees. Administration advised that the fees are for administrative work in permitting and ensuring the development meets the zoning requirements and building standards. Most municipalities do not provide building inspectors but provide permits to ensure the development meets the standards of the zoning bylaw. Development permits issued are also given to the assessors for adjustments to assessment values.

Administration proposed no fee for licensing vaccinated dogs and a \$40 fee for unvaccinated. She advised that there is a higher risk of disease in unvaccinated dogs, and animal shelter pens that have held sick dogs, such as with parvo, cannot be used for a year after which impacts shelter operations. Alternatively, she suggested a small fee for one-time dog licensing. D/M Macdonald agreed with a minimal fee for one-time licensing if the dog is vaccinated and spayed/neutered. Cr. Korol agreed and thinks this is a great idea. Cr. Fergusson suggested a \$40 annual fee for dogs that are not vaccinated and/or neutered/spayed. Administration noted that fines are listed in a separate bylaw.

Administration did not make any changes to business licensing fees. Cr. Campbell suggested increasing licensing fees for home occupation businesses. Cr. Fergusson agrees with the intent but thinks with limited commercial space available that the fees should not be increased at this time. Cr. Tuckey agreed with Cr. Fergusson. D/M Macdonald agreed with Cr. Campbell and felt that home occupation businesses operating fulltime should be encouraged to move commercial. Cr. Couvrette advised that the Economic Development Advisory Board is reviewing home occupation businesses/fees and would bring a recommendation forward soon. Cr. Pischinger was pleased that this is being reviewed by EDAB and agreed to review their recommendation. Cr. Campbell asked if business license fees could be revisited after information is brought forward from EDAB. Administration confirmed that it could be reviewed later or with the next review of the consolidated rates and fees.

Administration asked if Council would like to remove snowmobile licensing for Town could discontinue this service. D/M Macdonald agreed to discontinue snowmobile registrations as very few snowmobiles are registered and as it is difficult to enforce. Mayor Daniels agreed.

Administration reviewed Taxi fees and noted that the Bylaw Review Committee suggested this be incorporated in the Consolidated Rates and Fees Bylaw. D/M Macdonald noted that the fees have not been increased in long time and asked if they are still appropriate. Cr. Fergusson stated that she was asked by operators what the fees are for and why there is a fee for each operator. She noted that taxi businesses already pay for a business license, vehicle registration and insurance, fees for each vehicle and person, criminal record checks and vehicle checks. Administration advised that the fees are administrative, and that documentation must be reviewed and held. Further, the rates and fees are established to generate revenue through services and for bylaw enforcement. She noted that each driver is licensed to ensure the licensed individuals are providing the taxi service and not someone else. Cr. Tuckey felt that it is the municipality's responsibility to ensure the safety of residents, and public safety in transportation. D/M Macdonald asked if the fees should be increased as they were taken from the original bylaw. Cr. Campbell suggested a 10% increase. Council agreed with 10%.

Administration asked if day camp fees should be increased from \$225 to \$250 or be left status quo. She noted that the Town is looking to license the program to receive some subsidy and that the subsidy is less for older ages. She noted that swim lesson fees have also been increased and that Fort Smith charges less than other communities. She noted the importance of swim lessons and that JBT Elementary School no longer offers them. D/M Macdonald thinks day camp and swim lesson fees should remain status quo and noted that the programs are positive for youth and minimal increases would not largely impact revenue. Administration replied that the Town's youth user fees are significantly less than in southern facilities. She advised that the Town does not make profit from recreation services and the community benefits from the services offered.

Cr. Korol asked if the Town had reviewed contract fees with the Aurora College. Administration advised that the Town is in a two-year contract, and this would be reviewed when the contract concludes.

Administration advised that the Town is no longer using the trailer stage and requested direction. Cr. Campbell suggested the stage be auctioned. Administration confirmed it could be surplus. Cr. Fergusson requested an update on the standalone portable stage. Administration replied that it does not meet safety standards.

Cr. Fergusson thinks advertising promotion/sponsorships are an underutilized revenue stream and would like this further explored. Administration replied that there is a sponsorship policy, and that there are many sponsorship opportunities.

Administration has created some new Landfill fees including for different types of hazardous waste materials. She noted that items need to be removed from the Landfill and sent to diversion centers to expand the lifespan of the facility. Additionally, the Town is not sufficiently funded by the GNWT for landfill maintenance or expansion, and some items held may negatively impact the Town's water license. D/M Macdonald asked if there is policy on how drums and tanks are received at the Landfill. Administration confirmed that procedures are in the Solid Waste Disposal Bylaw and the bylaw is due for updating. Cr. Campbell noted that the only requirement for Fort Smith is that they be punctured whereas other communities require tanks to be steamed. He suggested tanks be steamed prior to disposal in Fort Smith too. D/M Macdonald agreed that they should be properly cleaned prior to disposal and noted that contractors are paid for proper disposal.

Administration advised that non-residents haven't been charged to bring waste to the Landfill and suggested \$25 per use. D/M Macdonald hopes this wouldn't initiate dumping in the bushes and suggested implementing a flat rate fee. Administration replied that residents pay a solid waste levy with their utility invoice for garbage disposal and felt they should pay a similar amount. Cr. Fergusson agreed with implementing a fee and suggested placing dumpsters at the CRC to prevent people from disposing of waste in the bush. Administration replied that the Town cannot stop people from dumping garbage in the bush or dumpsters and that Fort Smith is one of the few communities that performs garbage pickup twice per week.

Administration suggested a fee for use of the snow dump to offset costs for a local contractor to move snow at the snow dump. Cr. Campbell asked how this would be managed. Administration advised that an employee would allow access, and that this process has already been initiated for Sewage Lagoon dumping. Cr. Fergusson supports the fee for use of the snow dump. Cr. Campbell would like to wait to implement the fee until the Snow Removal Bylaw is passed. D/M Macdonald and Cr. Tuckey would like to include the fee for cost recovery.

Administration requested increasing the damage deposits for connection to Town water and sewer services and for sidewalk and road repair resulting from connecting to Town services. D/M Macdonald agreed that the Town needs to protect infrastructure and thinks this would provide incentive to do work properly. Cr. Fergusson agreed that it would be difficult to recover the funds after project completion.

Administration proposed implementing a \$10 access fee to piped water users as well as a 5% increase for water consumption. She noted that Fort Smith charges approximately half of what Hay River charges for monthly utilities. Cr. Couvrette replied that there is the need to assess and determine the economic rate of water by implementing water meter upgrades, and he would like the rates to remain status quo until the project is completed. D/M Macdonald agreed with Cr. Couvrette and to remain status quo until the water meter replacement project is completed. Administration replied that the audited financial statements indicate that the Town is not sufficiently cost recovering for water, sewer, and solid waste. She advised that the Town will be working to get new water meters installed and will perform an analysis as part of the asset management plan but can wait for the data to implement increases. Additionally, she anticipates a higher than 5% increase when the analysis is performed and hopes a 5% increase would result in a less shocking increase after analysis and implementation to become cost recovery. Cr. Fergusson replied that she was not opposed to the increase in efforts to become closer to cost recovery. Administration plans to have meters installed in modular homes and other locations that are unmetered as well.

Administration advised that water delivery services were removed for out-of-town users but that would likely have to continue this year. For Water Tower users, she suggested creating a fee for a fob that would be the equivalent to the access fee of \$10 for residential piped service users.

Administration advised that the allowable consumption increases to 36 cubic meters from 18 cubic meters in June and July and that she would like to remove this.

She noted that increases were also made to service charges for utility connection, disconnection fees, and callout fees. Administration proposed a 5% in water per litre for water delivery and a monthly \$50 access fee on all water delivery accounts in addition to usage.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: Cr. Korol

That the meeting be extended to 10:15 pm.

CARRIED UNANIMOUSLY

Cr. Couvrette asked if trucked water deliveries are metered. Administration confirmed that the water truck meters water delivered. Cr. Couvrette suggested 2.5% increases to residential, 5% for commercial, and 10% for institutional utility users. D/M requested clarification on the access fee. Administration advised that the fee would go to capital reserves.

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: Cr. Fergusson

That Bylaw 1045, 2023 Consolidated Rates and Fees Bylaw, be brought forward to Council for first and second reading as amended.

CARRIED UNANIMOUSLY

8. Administration

Cr. Korol requested an Arena update. Administration advised that the ice plant had an ammonia leak. She noted that a contractor came today to fix the issue and that new ammonia would be arriving from Hay River and installed tomorrow. She advised that the Arena may be open to the public on Thursday.

Cr. Beaulieu expressed concern for customers, specifically seniors and disabled, having to remove snow and ice from around garbage bins. Administration advised that the PSA was meant for industrial sized bins. She noted however, that household bins should also be safely accessible for staff and if not can be a WSCC issue.

9. Date of Next Meeting

The next Corporate Services Standing Committee meeting will be on March 7th, 2023.

Mayor Daniels gave condolences to the Hoffmann family.

10. Adjournment

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: D/M Macdonald

That the meeting be adjourned at 10:14 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith
Community Services Standing Committee
Tuesday, February 14th, 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: Cynthia White, Senior Administrative Officer
Katie Reid, Executive Secretary

1. Call to Order

Mayor Daniels called the meeting to order at 7:03 pm and handed the Chair to Cr. Fergusson.

Mayor Daniels gave condolences to the Bourke and Yanik family.

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

There were no delegations.

4. Review

- a. Agenda – The agenda was reviewed. Cr. Couvrette requested adding discussion on northern indigenous counselling. D/M Macdonald requested adding discussion regarding the names of existing facilities within the CRC.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Campbell

That the agenda be adopted as amended to include discussion on Northern Indigenous Counselling and facility names within the CRC.

CARRIED UNANIMOUSLY

- b. Minutes – The Community Services Standing Committee Minutes of January 10th, 2023, were reviewed and adopted at the Regular Meeting of Council on January 17th, 2023. Cr. Couvrette spoke at the last meeting about reviewing and further developing the economic development strategy and initiatives and requested a timeline for review. Administration advised that there are externally funded projects are prioritized and currently ongoing for Climate Change and the Housing Plan. Additionally, she advised that the website renewal RFP and the marketing rebranding would be coming forward soon.

Cr. Korol requested an update on Pool hours and if the temperature has been regulated. She also requested an update on the Sauna and Hot Tub. Administration replied that there were significant issues to the Pool and Hot Tub chemistry resulting from an unplanned power outage and that there are legislated regulations for operations. Additionally, she advised that the Town was waiting for a replacement pump for the Hot Tub that had died early fall, and that this has been replaced. Regarding Pool hours, Administration advised that they would be holding another National Lifeguard Course soon.

- c. Vision and Values – The Vision and Values were reviewed.
 - 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 January 2023 – The CRC Statistics for January 2023 were reviewed.
 - b. Mary Kaeser Library
 - i. Library Statistics January 2023 – The Library statistics for January 2023 were reviewed.
 - ii. Library Patron and Circulation Statistics January 2023 – The Library patron and circulation statistics for January 2023 were reviewed.

6. Economic Development
- a. Economic Development Report February 2023 – The Economic Development Report for February 2023 was reviewed. Administration advised that the Town is running a tourism incubator project and has partnered with SRFN on the initiative including planning a conference for potential tourism operators. She noted that the Town is also working with SRFN with their “on the land” camp and indicated that they are hoping to grow the camp beyond health and wellness, for tourism opportunities in the future.

Administration advised that the Town is working on refreshing their marketing brand and website. Further, community boards are working on the Housing Plan and Climate Adaptation Plan, and that there will be additional community consultation.

Administration advised that the EDO and Mayor attended PWK High School to present a Youth Entrepreneurship Plan and talk about being a business owner. Mayor Daniels was pleased to attend and felt the program was of value to the future of youth.

Cr. Couvrette noted that there were out of town teams that attended the Men’s Curling Championship, and that sports tourism brings value to the community. He advised that his intent in reviewing economic development initiatives is to develop a plan to sell sports tourism and other promotional activities in Fort Smith. He suggested an annual or bi-annual calendar of events be developed. Administration agrees that sports tourism is valuable and that they have advocated with Sport North to hold territorial tryouts in Fort Smith for multiple sports. Additionally, Minor Hockey has held numerous tournaments over the years with little support from Yellowknife, and that Fort Simpson held a basketball tournament over the past weekend and only Fort Smith and Hay River attended. She asked what can be done to encourage participation from other communities.

Cr. Couvrette replied that he brought this forward as it was discussed at the Legislative Assembly that cost is prohibiting in youth attending sporting events. He suggested contacting the Minister of MACA about approaching the federal government for funding as per the TRC calls for action for federal funding to be available to support sports and cultural activities. He also suggested inviting the Minister to meeting with Council to discuss a strategic initiative.

Administration would support inviting the MACA Minister to meet with Council and advised that there are other important topics for discussion too. She suggested extending an invitation with a full agenda.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Pischinger

That the Mayor and Administration prepare an invitation to the Minister responsible for MACA to meet with Council.

CARRIED UNANIMOUSLY

Mayor Daniels supports sport tourism as it promotes economic development and would support finding ways to decrease costs for outside teams to attend tournaments. Cr. Fergusson noted that all businesses in Fort Smith either donate funding or in-kind to sports teams and events in the community.

7. Advisory Boards

a. Community Services Advisory Board

- i. CSAB Expressions of Interest; Payton Vogt, Sebastien Bourke, and Jacie Macdonald. Cr. Korol was very excited to have three new members join the board and advised that there is still one vacancy.

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: Cr. Tuckey

That Payton Vogt, Sebastien Bourke, and Jacie Macdonald be appointed to the Community Services Advisory Board for a term ending December 31st, 2024.

IN FAVOUR – CR. CAMPBELL, CR. KOROL, CR. TUCKEY, MAYOR DANIELS CR. BEAULIEU, CR. PISCHINGER, CR. COUVRETTE

ABSTAINED – D/M MACDONALD

MOTION CARRIED

b. Economic Development Advisory Board

- i. EDAB Minutes January 19th, 2023 – The EDAB minutes from January 19th, 2023, were reviewed. Administration advised that the board is reviewing bylaws related to business licensing, but they are still in discussions and a recommendation has not come forward yet.

c. Fort Smith Housing Plan Advisory Board – Cr. Pischinger noted that this was included in the Economic Development Report.

d. Climate Adaptation Plan Advisory Board

8. Other Business

- a. Northern Indigenous Counselling – Cr. Couvrette advised that he read a CBC article that the Northern Indigenous Counselling program is being run by Dene Wellness Warriors in Yellowknife in association with Rhodes Wellness College to train indigenous counsellors in the north. Cr. Couvrette expressed concern that the program was not being run through the Aurora College and noted that the Social Services program was previously discontinued. He noted that Health and Social Services has identified significant gaps in counselling in northern communities, and a non-government group has taken on the initiative, meanwhile the Aurora College has done nothing to advance counselling training.

Cr. Couvrette felt that COVID-19 has placed additional pressure on social services, and citizens across the north, and thinks the Aurora College should advise when they will reintroduce the program within their curriculum.

Cr. Korol advised that the Aurora College President would be delegating at the Corporate Services meeting on March 7th and that she would include this as a question. Cr. Couvrette was pleased with this but felt the Minister of ECE should also be engaged and have accountability for the direction of the Aurora College, as well as the Minister responsible for Health and Social Services. Mayor Daniels agreed that the Aurora College should expand beyond trades training and that a letter should be sent on the matter.

Administration suggested revitalizing the Post-Secondary Education Committee of Council to advocate for this. Additionally, she noted that a professional lobbyist could be hired to take this on and other issues of Council. D/M Macdonald advised that this initiative is of common interest amongst community leadership and thinks if presented together, Fort Smith would have a stronger voice. Cr. Pischinger agreed to bring the issue to community leadership. D/M Macdonald suggested bringing this forward to the Council Meeting on February 21st for an update, after discussing with leadership. Mayor Daniels advised that he would contact leadership.

- b. Names of Facilities within the CRC – D/M Macdonald advised that posters advertised with respect to facilities in the CRC are not referred to by their official name such as the William Schaefer Memorial Pool and the Mary Kaeser Library, and requested their official names be used on notifications. Administration confirmed this.

9. Date of Next Meeting

The next Community Services Standing Committee meeting will be held on March 14th, 2023.

10. Adjournment

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Korol

That the meeting be adjourned at 7:44 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith
Municipal Services Standing Committee
Tuesday, February 14th, 2023, at 8:30 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: Cynthia White, Senior Administrative Officer
Katie Reid, Executive Secretary

1. Call to Order

Mayor Daniels called the meeting to order at 7:50 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. Delegation

There were no delegations.

4. Review

- a. Agenda – The agenda was reviewed. Administration requested adding to DPA-004-23 and DPA-006-23 under Administration.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Korol

That the agenda be adopted as amended to include DPA-004-23 and DPA-006-23.

CARRIED UNANIMOUSLY

- b. Minutes – The Municipal Services Standing Committee Minutes of January 10th, 2023, were reviewed and adopted at the Regular Meeting of Council on January 17th, 2023. Cr. Fergusson asked if NTPC has been contacted regarding the unplanned power outages. She also asked if the fire suppression system at the Arena is functioning or at reduced capacity.

Administration replied that she had informal discussions with NTPC to advise them of the issue and their response was that they cannot control the outages resulting from the gridwork in Hay River. She advised that she is amalgamating the costs of damages and waiting for a quote from the contractor for the damages to the HVAC system at the CRC.

Administration advised that the Arena fire suppression system is functioning but there are a few valves for replacement that are not negatively impacting the system. D/M Macdonald requested including the Minister responsible for NTPC in correspondence.

Cr. Couvrette asked if an invitation was extended to NTPC yet to meet with Council. Administration advised that the invitation would be sent next week. Cr. Couvrette agrees to also include the Minister responsible for NTPC in the correspondence.

Cr. Fergusson asked if an invitation was sent to the President of the Chamber of Commerce yet. Administration confirmed that the letter was sent. D/M Macdonald had spoken with the President, and she had requested clarity on what Council wished to discuss.

Cr. Couvrette noted the importance of water distribution in the community and asked if the Town has backup pumps to ensure continuous delivery to residents. Administration replied that the Water Treatment Plant (WTP) has functioning pumps and replacements. She advised that the Town had inquired about holding additional inventory but were told if pumps sit longer than 5-years they would not work properly. She noted that there hasn't been any federal funding released this year for water and sewer projects, and that the Town would have to work within the Capital Budget on projects. Additionally, she noted that heat pumps for the WTP would be arriving any day.

Cr. Fergusson commended Public Works for their snow removal efforts and noted that Fort Smith is the best community to walk in the winter.

Cr. Campbell requested an update on the Arena. Administration commended staff for their quick response to an ice plant alarm that notified CIMCO. She noted that the process was quickly initiated to correct the issue. She thanked freightliner for sending replacement ammonia at no charge and she thanked CIMCO for their assistance.

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

5. Directors Report

- a. Municipal Services Director Report February 2023 – The Director of Municipal Services' Report from February 2023 was reviewed.

6. Protective Services

- a. Fire Department Statistics – There were no Fire Department calls for January 2023. Fire department member is giving first aid to staff.
- b. Ambulance Department Statistics January 2023 – The Ambulance Department Statistics for January 2023 was reviewed. Administration advised that there are fewer calls than January 2022.
- c. Fire/EMS Training Report January 2023 – The Fire/EMS Training Report for January 2023 was reviewed.
- d. Fire/EMS Graphs January 2023 – The Fire/EMS Graphs for January 2023 were reviewed.
- e. Lands Enforcement Report – There was no Lands Enforcement Report for January 2023.
- f. Bylaw Enforcement Report January 2023 – The Bylaw Enforcement Report for January 2023 was reviewed.

7. Advisory Boards

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

8. Administration

- a. Briefing Note Landfill Compactor – The briefing note was reviewed. Administration advised that having proper compaction will drastically increase the lifespan of the Landfill, while reducing the risk of fires and decreasing debris that negatively impacts the electric fence.

Administration advised that the compactor is a demo model in Yellowknife for a fraction of the cost of a new compactor and is sufficiently sized for the Fort Smith Landfill. She noted that Administration is also requesting \$100,000 for the tendering of a storage building for the compactor.

D/M Macdonald asked if the compactor comes with warranty. Cr. Couvrette asked if an independent mechanical inspection could be performed by a qualified proponent prior to purchase. Administration will look into warranty and advised that the intention is to inspect the compactor upon delivery before acceptance. She clarified that the compactor would not be paid for until inspected and received. Mayor Daniels asked what the make was. Administration believes Tano.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

That the purchase of the compactor, including delivery and training, be sole sourced from Superior North America for \$375,000; and

That \$100,000 be budgeted towards the tendering of the storage building at the Landfill.

CARRIED UNANIMOUSLY

- b. Briefing Note DPA-001-23 Larry Benwell Sr. – The briefing note was reviewed. D/M Macdonald noted that there is no recommendation included with the briefing note. Administration advised that the recommendation would be to not approve construction businesses as they may change the characteristics of the zone or become an enforcement issue. Further, she advised that the process can be reviewed with the renewal of the Community Plan and Zoning Bylaw but recommended that variances not be used lightly. Cr. Campbell suggested approving the license and determining if there were issues prior to renewal of the license next year.

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: Cr. Fergusson

That DPA-001-23, submitted by Larry Benwell, to operate a Construction and Building Maintenance Services business from Lot 617, Plan 319, 4 Wren Crescent in Fort Smith be approved.

CARRIED UNANIMOUSLY

- c. Briefing Note DPA-003-23 Philip Norwegian – The briefing note was reviewed.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: Cr. Pischinger

That DPA-003-23, submitted by Phillip Norwegian to operate an Electrical and Renovation Contracting Services business from Lot 827, Plan 585, 396 Calder Avenue in Fort Smith be approved.

CARRIED UNANIMOUSLY

- d. Briefing Note Unsightly Lands Order Appeal Wade Johnson – The briefing note was reviewed. Administration advised that Mr. Johnson has an intermodal container on his property, and they are not a permitted use in residential zones. Mr. Johnson had indicated in his appeal to the Town that he was given verbal approval by a development officer but there is no documentation. Additionally, he has been working on the property for a number of years, and has exceeded the timeframe of the 2-year development permit, and that the intermodal container was not part of the development permit. Mr. Johnson wants to keep the intermodal container on the property and incorporate roofing and siding. Administration advised that Mr. Johnson would be exceeding the allowable square footage used on a residential lot if the intermodal container were to remain.

Cr. Campbell suggested inviting Mr. Johnson to delegate at the Council meeting before making a final motion but felt Council should follow the Zoning Bylaw of what is allowed in residential zones. Cr. Fergusson agreed to deny the appeal until the Zoning Bylaw is renewed and clear information on intermodal containers.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Tuckey

That the Unsightly Lands Order Appeal for 16 Tamarac Crescent, submitted by Wade Johnson, be denied.

IN FAVOUR – CR. FERGUSSON, CR. KOROL, CR. TUCKEY, MAYOR DANIELS, D/M MACDONALD, CR. BEAULIEU, CR. COUVRETTE

OPPOSED – CR. PISCHINGER

CARRIED UNANIMOUSLY

- e. Briefing Note DPA-004-23 Paul Cumming – The briefing note was reviewed. Administration advised that industrial equipment would be stored on the residence in a building and could be a potentially be a compliance issue.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

That DPA-004-23, submitted by Paul Cumming, to operate a Snow Removal Contracting business from Lot 518, Plan 235, 378 Calder Avenue in Fort Smith be approved.

CARRIED UNANIMOUSLY

- f. Briefing Note DPA-006-23 Cameron Phillips – There briefing note was reviewed. Administration advised that there would be some vehicular traffic at the residence and noise from engines. Cr. Pischinger asked if this was a renewal. Administration advised that the business was housed in a commercial location until recently. She noted that the signage posted outside the residence is not compliant with the Zoning Bylaw regulations on signage.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

That DPA-006-23, submitted by Cameron Phillips, to operate a Small Engines Equipment Sales and Servicing business from Lot 13, Block 18, Plan 212, 9 Ptarmigan Street in Fort Smith be approved pending compliance for signage as per the Zoning Bylaw 936.

CARRIED UNANIMOUSLY

9. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on March 14th, 2023. Campbell will be in Ottawa and not attending meeting.

10. Adjournment

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

The meeting be adjourned at 9:34 pm.

CARRIED UNANIMOUSLY



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 1044**

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN
OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO
AUTHORIZE THE BORROWING OF MONIES, PASSED
PURSUANT TO SECTIONS 107, 108 AND 109 OF THE CITIES,
TOWNS AND VILLAGE ACT S.N.W.T, 2003, c.22.

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 borrow money that may be required to meet expenditures during the 2023 fiscal year;

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

1. That the Mayor and Senior Administrative Officer of the Town of Fort Smith in the Northwest Territories are hereby authorized, on behalf of the Town of Fort Smith, to borrow money;
2. That the total amount of money so borrowed shall be up to but not exceeding \$600,000 (SIX HUNDRED THOUSAND) dollars;
3. Such money shall be borrowed from the Bank of Montreal, Fort Smith, Northwest Territories and repaid thereto, together with interest at a rate mutually agreed therewith.
4. All money so borrowed shall be repaid out of and shall be a first charge upon the revenue of the Town of Fort Smith for the year 2023.
5. The estimated revenue of the Town of Fort Smith set forth on the ESTIMATES for the year 2023 are \$12,132,122.00 (Twelve Million, One Hundred and Thirty-Two Thousand, and One Hundred and Twenty-Two dollars).
6. That Bylaw #1026 is hereby repealed.

READ A FIRST TIME THIS ____DAY OF _____, 2023 A.D.

READ A SECOND TIME THIS ____DAY OF _____, 2023 A.D.

READ A THIRD TIME THIS _____DAY OF _____, 2023 A.D.

MAYOR

SENIOR ADMINISTRATIVE OFFICER

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

SENIOR ADMINISTRATIVE OFFICER



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO ESTABLISH BY BYLAW FEES OR OTHER CHARGES FOR PRODUCTS, PROGRAMS, SERVICES, PUBLIC UTILITIES, INFRASTRUCTURE AND FACILITIES PROVIDED BY THE MUNICIPALITY FOR USE OF PROPERTY UNDER THE OWNERSHIP, DIRECTION, MANAGEMENT OR CONTROL OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, PASSED PURSUANT TO SECTIONS 70, 71, 72, 73, 74 AND 75 OF THE CITIES, TOWNS AND VILLAGE ACT S.N.W.T, 2003, c.22.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be expedient and wishes to both consolidate and update the various fees and charges collected by the Town of Fort Smith;

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 for all purposes as **“The Consolidated Rates and Fees Bylaw”**.
2. The Council of the Town of Fort Smith does now set the rates and fees for services described in the schedules attached to this by-law as Schedules A to K.
3. That Schedules “A” to “K” attached hereto form part of this bylaw.
4. Repeal:
That Bylaw 1030 with Schedules “A” to “L” is hereby repealed.

READ A FIRST TIME THIS ____ DAY OF _____, 2023 A.D.

READ A SECOND TIME THIS ____ DAY OF _____, 2023 A.D.

READ A THIRD TIME THIS ____ DAY OF _____, 2023 A.D.

MAYOR

SENIOR ADMINISTRATIVE OFFICER

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

SENIOR ADMINISTRATIVE OFFICER



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045

INDEX

CONSOLIDATED RATES AND FEES BY-LAW

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Development Fees	D
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**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

SCHEDULE “A”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

A. ADMINISTRATION FEES		<u>Fee</u>
1. Research Fees - Policy 3.2		\$ 75.00 per hour
2. Photocopying Fees - Policy 3.2		\$ 2.00 per page
3. Land Sales Title Registration Fees		Recover actual cost of registration with Land Titles Office
4. Preparation of Residency Letters Fee		\$15.00
5. Tax Certificate Policy 4.18		\$41.25
6. Marriage License Fees - GNWT Legislated		\$66.00 (Town receives \$36.00 and \$30.00 paid to the GNWT)
7. Commissioner for Oaths		N/C
8. Maps	8 X 11 inch	\$8.25
	8 X 17 inch	\$16.50
9. Request for Tax or Utility Information		\$15.00 per request
10. Accounts Receivable Paper Billing		\$5.00 per bill



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

SCHEDULE “B”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

B. PROTECTIVE SERVICES

Fee (Non-Taxable)

a) Emergency Services

Ambulance Service

Resident

Non-Resident

In Town Service

\$500.00

\$700.00

Highway Service

\$600.00 Plus
\$2.50/km

\$1650.00 Plus
\$2.50/km

Medevac Service

\$2172.50

\$2172.50

(+ salary after 3 hours)

Hourly Standby Rate

\$165.00 per hour

Fire and Rescue Response Within Town Limits

First two (2) hours minimum Charge

\$500.00 (five hundred dollars) for each call

Each additional two (2) hours

\$200.00 (two hundred dollars)

Consumables

cost plus 10%

Fire Investigation Services

\$150.00 per incident with dollar loss

Fire and Rescue Response Outside Town Limits

Highway Response

\$1650.00 plus \$2.50 per kilometre

First two (2) hours minimum charge

\$500.00 (five hundred dollars) for each call

Each Additional two (2) hours

\$200.00 (two hundred dollars)

Consumables

cost plus 10%

Fire Investigation Services

\$150.00 pers incident with dollar loss

False Alarm

First response to a false alarm at the same premises
in a 12-month period.

No charge

Second (2nd) and each subsequent response to a False Alarm at the
same premises responded to during a 12-month period

\$1,000.00 per response



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045

SCHEDULE “C”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

C. CEMETERY FEES		<u>Fee</u>
1. Burial Plot		
Single Adult		\$400.00
Under 16		\$300.00
Plot Cremation		\$250.00
Plot Reservation		\$250.00
Veteran/Senior		\$300.00
2. Burial Fees		
Summer Services	June 1 to November 30	
Adult		\$400.00
Child (0 to 16)		\$0.00
Senior		\$0.00
Cremation		\$150.00
Winter Services	December 1 to May 31	
Adult		\$600.00
Child (0 to 16)		\$0.00
Senior		\$0.00
Cremation		\$300.00
3. Columbarium Niche		
At time of need		\$700.00
Reserved		\$1000.00
4. Disinterment and Reburial Fee		
Winter		\$550.00
Summer		\$450.00
(same price for: Infant, Child, Adult, Senior)		



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045

SCHEDULE “D”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

D. DEVELOPMENT FEES

Fee

a) Zoning

1. Development Application Fee - based on Project/Contract Costs as follows:

\$0 to \$5,000.00	\$82.50
\$5,001 to \$10,000.00	\$165.00
\$10,001.00 to \$20,000.00	\$247.50
\$20,001.00 to \$50,000.00	\$412.50
\$50,001.00 to \$100,000.00	\$577.50
Over \$100,000.00	\$577.50 plus \$5.00 per each \$1,000 over \$100,000.00

2. Amend the Zoning Bylaw

Application Fee	\$500.00 plus cost for each application
-----------------	---

3. Home Occupation Development Permits \$165.00

b) Security Deposits - Relocation Permits

- | | |
|-------------------------------------|--|
| 1. Relocation Permit Fee | \$ 8.25 each permit |
| 2. Security Deposit Fee Calculation | \$1.65 per square foot of building
To be relocated to maximum of
\$10,000.00 |



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

**SCHEDULE “E”
CONSOLIDATED RATES AND FEES BY-LAW**

Page 1 of 2

E. LICENSING FEES Fee

a) Dog Control

1. Dog (tag) License Fees:

- | | |
|--|---------|
| 1) Un-neutered male or un-spayed female dog annually | \$40.00 |
| 2) Unvaccinated annually | \$40.00 |
| 3) Spayed female dog for life of the dog | \$10.00 |
| 4) Neutered male dog for the life of the dog | \$10.00 |
| 4) Any animal attaining the age of 3 months after June 30, or for a new resident application after June 30 pay 1/2 the appropriate annual fee. | |

b) Business Licensing

Resident Business

- | | |
|---|--|
| 1. Resident Commercial Business License fee | \$100.00 |
| 2. Home Occupation Business License fee | |
| -includes desk operation/telephone | \$100.00 |
| 3. Commercial allowed in residential zone (non-conforming) | \$150.00 |
| 4. Charitable Purposes | N/C |
| 5. License Change | \$50.00 |
| 6. Resident Hawker/Peddler | \$100.00 |
| 7. Junior Business | \$1.00 |
| 8. Resident applications after September 1 st will cost one-half of regular price. | |
| 9. Renewal Penalty | \$38.50 (renewal received after February 15) |

Non-Resident Business

- | | |
|------------------------|--|
| 1. Non-resident | \$350.00 |
| 2. Non-resident Vendor | \$50.00 per weekend or up to 2 day event |



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045

SCHEDULE “E” *continued*

CONSOLIDATED RATES AND FEES BY-LAW

Page 2 of 2

E. LICENSING FEES (*continued*) Fee

c) Lottery Licensing (including Chase the Ace Style)

Licence Application (more than 7 days prior to the Lottery)	\$50.00
+ application fee as determined by total prize amount	
Total Prize Amount	
• \$1,000 or less	\$50.00
• More than \$1,000	5% of total
Licence Application (seven or less days prior to the lottery)	\$65.00 + application
fee as determined by total prize amount	
Licence amendment more than seven days prior to the lottery	\$50.00
Licence amendment seven or less days prior to the lottery	\$100.00
Processing fee for incorrect or incomplete documents	\$25.00

d) Traffic Regulation

Permits required under Section 42(b) and 44 \$165.00 per permit per vehicle



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

SCHEDULE “F”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

F. TAXI RATES & FEES	<u>Fee</u>
Taxi Cab Operator’s License per vehicle per year	\$181.50
Taxi Cab Driver Operator’s Licence Permit	\$ 90.75
Transfer of Taxi Cab Operator’s License	\$ 18.15
Replacement of any License/Permit Issued under this bylaw	\$ 9.00



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

**SCHEDULE “G”
CONSOLIDATED RATES AND FEES BY-LAW**

Page 1 of 1

G. RENTAL FEES

Fee

a) Rates for Chamber Rental

For each full day or part thereof
8:30 am to 5 pm

\$165.00

For each evening or part thereof
7 pm to 11 pm

\$99.00

Day use requiring an extension into
Evening session, additional

\$55.00

b) Supply of Municipal Equipment and Personnel

Personnel Callout fees:

Minimum Fee - After Hours Callout
Four hours or more fee

Callout - Up to 4 hours
At the appropriate overtime rate

Equipment Rental fee

Per hour basis

Equipment & Personnel Rental fees
During normal working hours
After working hours

Minimum 1 hour charge
Minimum 4 hour callout charge

Equipment Rental Rates
Equipment Rental Rates for
Equipment not available locally

Current Local Market Rate Plus 20%
Alberta Rental Rates Plus 30%

Labour Rate

Fully Burdened Rate Plus 20%

Administration Fee

15% Added to all Charges



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

**SCHEDULE “H”
CONSOLIDATED RATES AND FEES BY-LAW**

H. RECREATION FEES

RCC/Pool “All in One” pass fees	Child	Adult	Student/Senior	Family
Daily	\$ 2.75	\$ 9.00	\$ 4.00	\$ 15.00
Punch Pass	\$ 24.75	\$ 77.00	\$ 35.00	\$125.00
Monthly	\$ 24.75	\$ 77.00	\$ 35.00	\$ 125.00
3-Months	\$ 66.00	\$ 192.50	\$ 92.50	\$ 333.00
6-Months	\$ 115.50	\$ 335.50	\$ 162.00	\$ 585.00
Yearly	\$ 198.00	\$ 577.50	\$ 278.00	\$ 998.00

RCC Rentals		Rates
Pool per hour		\$100.00
Pool Birthday– (1 hour Pool + 1 hour gym or party room)		\$125.00
Gym Birthday – (2 hours gym & foyer)		\$40.00
Gymnasium (for sports) per hour		\$30.00adult / \$ 15.00youth
Gymnasium floor covering install/removal fee		\$275.00
Room per hour		\$25.00
Arena Rentals		Rates
Youth Groups		\$ 44.00 per hour
Adult Groups		\$137.50 per hour
Youth Tournament		10+ hours \$412.50 (plus \$500 deposit)
		20+ hours \$704.00 (plus \$500 deposit)
		30+ hours \$924.00 (plus \$500 deposit)
Adult Tournament		10+ hours of \$1320.00 (plus \$500 deposit)
		20+ hours \$2200.00 (plus \$500 deposit)
		30+ hours \$3000.00 (plus \$500 deposit)
Mezzanine (Arena)		Rates
Youth Groups		38.50 per hour
Adult Groups		60.50 per hour
Birthday party rental Youth Mezzanine only 2 hours		71.50
Birthday party rental Youth Mezzanine & Ice surface 1 hour each		71.50
Youth Tournament – Mezzanine additional per day		Included in Arena Youth Tournament Fee.
Adult Tournament – Mezzanine additional per day		Included in Arena Adult Tournament Fee
Adult Group Party / Licensed event evening		550.00 (plus \$500 deposit)
Conference – Including Mezzanine & Ice surface		\$1500.00
Canteen – off season per day		165.00
Ball Diamonds		Rates
Youth Groups		\$159.50
Adult Groups		\$176.00 per 90 minute time slot per season
Youth Tournament		\$82.50
Adult Tournament		\$330.00
Institutional Swim Rates (JBT)		
Institutional		\$66.00 per hour
Instructor Lead Classes (not included in membership)		
Per class of session (must enroll in full session)		\$5.00



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

Afterschool / Day Camp Programs	
Weekly ASCP	\$100.00/week
ASCP afternoon	\$ 20.00/child (if available)
ASCP Half Day	\$ 30.00/child (if available)
ASCP Full Day	\$ 50.00/child (if available)
Daycare Full Day	\$65/child
Daycare Half Day	\$32.50/child (if available)
Day Camp weekly rate	\$225.00/child
Swimming Instruction Rates	
Pre-school age programs	\$ 40.50/10x30 minutes
School age programs	\$ 52.00/10x45 minutes
Adult Lessons	\$60.00/6x45 minutes
Private Lessons	\$ 32.00/lesson
Semi-private Lessons (2-3 participants)	\$20/person/lesson
Swim Patrol / Jr. Lifeguard Club	\$ 77.00
Bronze Star	\$ 198.00
Bronze Medallion Instruction	\$ 231.00
Bronze Cross Instruction	\$ 247.50
Standard First Aid	\$ 330.00
NLS / AEC	\$ 429.00
Equipment rentals	
Table – per table rent	\$1.50
Chair – per chair rent	\$0.50
Portable Sound System - during other rental at RCC	\$15.00
Picnic Table	\$15.00
Bleachers (wood)	\$100.00
BBQ – portable small	\$50.00 (plus \$150.00 cleaning deposit)
BBQ – Trailer	\$100.00 (plus \$150.00 cleaning deposit)

Birthday Party Packages

Gym - with equipment, 1 hour gym w/ foyer, and staff	\$80
Gym – with equipment, 2 hours gym w/ foyer, and staff	\$150
Gym - with equipment 1 hour gym w/ foyer, no staff	\$45
Gym - with equipment, 2 hours gym w/ foyer, no staff	\$85
Gym - Bouncy Castles, 1 hour gym w/foyer, and staff	\$80
Gym - Bouncy Castles, 2 hour gym w/ foyer, and staff	\$150
Gym - No Equipment, 1hr gym w/ foyer	\$25
Gym - No Equipment, 2hr gym w/ foyer	\$50
Pool - Equipment and staff, 1hr pool & 1 hour room	\$130

Library Fees

Membership Card	No charge
Replacement Card	\$1.00/each
Lost Materials	Replacement cost + \$5.00

Sponsorship and Donation Policy

Playground Structure Naming

Playground structures will be named for the duration of the life of the equipment. Signage will be placed on the structure where possible or top billing on any signage in proximity to the structure.

Walter's Court	\$20,000
Caribou Crescent	\$25,000
Timber Crescent	\$25,000
Kid City (co-named)	\$40,000
Kay Fergusson (co-named)	\$40,000



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045

Facilities Naming

Facilities will be identified by the sponsor name in all Town documents/correspondence. Signage will be placed in a prominent location within each facility.

Gymnasium	\$30,000 for 20 years or \$2,000/year for 5 years
Community Rooms	\$20,000 for 20 years or \$1,000/year for 5 years
Arena Mezzanine	\$20,000 for 20 years or \$1,000/year for 5 years
Arena Dressing Rooms	\$10,000 for 20 years or \$500/year for 5 years
Curling Rink	\$30,000 for 20 years or \$2,000/year for 5 years
Skatepark	\$10,000 until replacement or \$500/year for 5 years
Landslide Snowboard Park (co-named)	\$20,000 for 20 years or \$1,000/year for 5 years

Partial Sponsorships

Applies to all indoor and outdoor facilities and playgrounds. Signage will be onsite at each facility with higher levels of donors identified at the top of the sign and donors listed in descending order by dollar value.

Diamond Sponsor (2'x4' - top of sponsor sign)	\$10,000 or more
Gold Sponsor (2'x2')	\$5,000 to \$9,999
Silver Sponsor (1'x1')	\$2,000 to \$4,999
Bronze Sponsor (list)	\$1,000 to \$1,999
Community Sponsor (list)	up to \$999

Landscaping Amenities

Each donated amenity will include a 2"x4" commemorative plaque provided by the Town of Fort Smith affixed to the amenity or posted in close proximity.

Tree (dependent on type available)	\$500
Bench	\$2,500
Picnic Table	\$3,000
Garden Boxes	\$500
Gazebo	\$5000
Flower Baskets	\$100

Advertisement Sponsorships

(All advertisement sponsorships must provide their own artwork and signs. Administration will have final say on any signs or advertisements.)

Arena Dasher Boards	
3'x6'	\$600/year for three years
3'x4'	\$400/year for three years
Ice Resurfacer	
One side	\$1,000/year for three years
Both sides	\$2,000/year for three years
In ice sign (maximum 3'x6')	\$400/year for three years
Electronic Signs and Monitors (20 second ad)	\$100/month/ad placement
Recreation Program Guide	
Full page	\$500/guide
Half page	\$400/guide
Quarter page	\$300/guide



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045

SCHEDULE “I”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 1

I. SERVICE CHARGES

Fees

Policy 4.17 Service Charges - Returned Cheques

Charge for NSF Cheques	\$40.00
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**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

SCHEDULE “J”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 2

J. SOLID WASTE MANAGEMENT CHARGES

a) Solid Waste Services

<u>Vehicle</u>	<u>Rate Secured Load</u>	<u>Rate Unsecured Load</u>
End Dump	\$142.00	\$285.00
Tandem Dump	\$114.00	\$228.00
Single Axle Dump	\$97.00	\$194.00
Pick up Box	\$23.00	\$45.50
12 feet and under flat deck	\$63.00	\$125.00
Trailer Unit (over 8 feet to 12 feet)	\$63.00	\$125.00
Trailer Unit (over 12 feet)	\$97.00	\$193.00
Trailer Unit (8 feet & under)	\$23.00	\$45.50

There will be no charge for any residential secured load.

<u>Other Waste</u>	<u>Rate</u>
Appliances	\$25.00
CFC Appliances	\$50.00

Items requiring additional handling: batteries,
microwaves, barbeques, bicycles,
empty de-pressurized propane tanks, fire extinguishers etc. \$3.50

Hazardous Waste

Fluorescent Bulbs	\$2.00
Paint	\$12 per can or \$60 per pail
Glycol	\$12 per jug or \$60 per pail

Vehicles and Related Items

ATVs/Snowmobiles	\$50.00
Empty Used 45 gal drums	\$25.00
Empty Heating fuel tanks	\$75.00
Mobile Home/trailers/campers	\$500.00
Regular Tires (without rims)	\$15.00



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045

SCHEDULE “J” *continued*

CONSOLIDATED RATES AND FEES BY-LAW

Page 2 of 2

Regular Tires (with rims)	\$25.00
Oversize Tires (without rims)	\$25.00
Oversize Tires (with rims)	\$45.00
Disposal of Vehicle	\$250.00

b) Solid Waste Levy

Residential	\$ 25.00 per month
Commercial/Industrial/Institutional	\$50.00 per month
Garbage Bin Rentals	\$100.00 per month per Bin
Garbage Pick-up	
Customer owned garbage bins	\$50.00per month per Bin

All levies include two pick-ups per week.

Additional bin pick-ups	\$50.00 per Pick-up
Bin Removal due to Failure to Pay	\$50.00 per bin

Non-resident Solid Waste Facility Use Fee \$25.00 per use

Non-resident commercial/industrial/institutional \$50.00 in addition to identified fees

c) Annual Cleanup

Annual Cleanup Fee	\$45.50 per household for those registering for pickup
--------------------	--

d) Snow Dump Access Fee \$25 per truck



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

SCHEDULE “K”

CONSOLIDATED RATES AND FEES BY-LAW

Page 1 of 3

K. WATER & SEWER CHARGES Fees

a) Meter Deposits (Refundable)

Meter - 5/8 T-10 E-CODER w/R900i M3	Market Cost
Meter - 1 T-10 E-CODER w/R900i M3	Market Cost
Meter - 1 ½ T-10 E-CODER w/R900i M3	Market Cost
Meter - 2 T-10 E-CODER w/R900i M3	Market Cost
Meter - Any speciality size requirements are at	Market Cost

b) Water and Sewer Connections

Installation of Water and Sewer Services:

Water & Sewer Installation Fee -
Domestic sized property services with
maximum 1 inch water line and
or 4 inch sewer lines (damage to municipal infrastructure) \$ 3000.00 Deposit

Water & Sewer Work Damage to	
Sidewalk Repair	\$ 1500.00 Deposit
Road Repair	\$ 3000.00 Deposit

c) Water & Sewer

Public Piped Service Users

Piped Water Access Fee (all user categories)	\$5.00 per month
Residential piped water consumption fees	\$57.87 per month for first 18,000litres then \$3.07 per 1,000 litres
Government, Institution (Federal and Territorial governments, Salt River First Nation and it's Development Corporations, Fort Smith Metis Council and its Development Corporations, all P3 projects, Housing Corporation & Housing Corp.)	\$169.02 per month for first 18,000 liters then \$8.91 per 1,000 litres thereafter
Commercial/Industrial Rate (all businesses and other establishments not covered by the above rates)	\$59.28 per month for first 18,000/litres then \$3.15 per 1,000 litres thereafter

Unmetered Users/Unreadable meters

Single family residential service from and connected to the Town's public piped service minimum charge	\$140.84 per month
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**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BYLAW# 1045**

SCHEDULE “K” *continued*

CONSOLIDATED RATES AND FEES BY-LAW

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Commercial/Industrial	\$211.26
Government/Institutional	\$242.00

Truck Water Delivery and Sewage Pump Out

Residential trucked water customers	\$25.00 monthly access fee plus \$0.00851 per litre
Commercial/Industrial/Institutional	\$50.00 monthly access fee plus \$0.0126 per litre up to 17,000 litres and \$3.15 per litre thereafter
Government/Institutional	\$50.00 monthly access fee plus \$0.0132 per litre up to 17,000 litres and \$3.30 per litre thereafter
All customers outside Town boundaries	\$0.0174 per litre up to 17,000 litres and \$3.07 per litre thereafter plus a \$50.00 flat rate delivery fee
Delivery requests outside of normal delivery day during normal business hours	
within Town boundaries	\$133.38 charge
outside Town boundaries	\$50.00 delivery charge in addition
Delivery after normal business hours	
within Town boundaries	\$186.73 charge
outside Town boundaries	\$50 delivery charge in addition
Water Tower Account/FOB	\$50.00
Extra/Replacement FOB	\$10.00
Water tower	\$0.00851 per litre



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
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SCHEDULE “K” *continued*

CONSOLIDATED RATES AND FEES BY-LAW

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K. WATER & SEWER CHARGES (*continued*) Fees

Water and Sewer cont’d

Connect or Disconnect Permit Fee

Connection/Disconnection Fee \$56.02

Disconnection resulting from non-payment
of account additional \$56.02

Disconnection Notice Door Hanger \$25.00

Sewage Pump Out - within Town Boundaries

Sewage Pump Out
 scheduled \$82.16 per pump out
 callout during normal business hours \$140.05 additional fee
 callout after normal business hours \$193.15 additional fee

Sewage Pump Out outside municipal boundaries \$50.00 additional flat fee

Commercial Sewage Dumping
Truck 4500L or less \$25.00 per dump
Truck 4501L to 9000L \$50.00 per dump
Trucks over 9000L \$100.00 per dump

d) Service Interruption Insurance

Charge per Equivalent Residential Unit \$4.00