











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

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

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations <ul style="list-style-type: none">a. Keith Morrison Home Occupation Permitb. RCMP Police Report February 2023c. Stand Alone Energy	<div></div> <div>Fort Smith Policing Report 2023-02.pdf</div>
D. Approval of Council Minutes <ul style="list-style-type: none">a. Regular Council Meeting Minutes 02-23 February 21st, 2023b. Special Meeting of Council SP-01-23 March 7th, 2023	<div></div> <div>Council Minutes February 21, 2023.pdf</div>
E. Business Arising from the Minutes	
F. Declaration of Financial Interest <ul style="list-style-type: none">a. Statement of Disclosure of Interest	<div></div> <div>Statement of Disclosure of Interest</div>
G. Council Business	
a. Introduction and Consideration of Standing Committee Reports <ul style="list-style-type: none">i. Corporate Services March 7th, 2023ii. Community Services March 14th, 2023iii. Municipal Services March 14th, 2023	<div><div></div><div></div></div> <div>Corporate Services Minutes March 7, 2023 Community Services Minutes March 14, 2023</div>
b. Enactment of Bylaws and Policies <ul style="list-style-type: none">i. Annual Borrowing Bylaw 1044 – Third Readingii. Briefing Note Water Meter Deposits vs. Security Depositsiii. Consolidated Rates and Fees Bylaw 1045 – Third Reading	<div></div> <div>Bylaw 1044 2023 Annual Borrowing Bylaw</div> <div><div></div><div></div></div> <div>BN -Water Meter Deposit versus Security Bylaw 1045 - The Consolidated Rates</div>
c. Appointments	
d. Mayor and Council/Board Representative	
e. Administration <ul style="list-style-type: none">i. William Schaefer Memorial Swimming Pool Shutdown Update	
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	

FORT SMITH
POLICING REPORT
February 2023



Fort Smith RCMP Detachment
G Division
Northwest Territories



The Fort Smith RCMP Detachment responded to a total of 142 calls for service to the Town of Fort Smith during the month of February 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 8 reports of possible impaired drivers from members of the public during the month of February. Police were not able to lay charges in any of the 8 impaired driving investigations.

Police conducted 5 targeted enforcement activities over the month of February, 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. At least 58 vehicles were stopped during the month for minor infractions. 2 drivers were issued a ticket for various offences under the motor vehicle act, several warnings were issued and five field sobriety tests were administered and one driver was arrested for driving while disqualified.

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 February 11th, Cst Jesse Woodward attended the Recreational Center for a “meet and greet” with Social Services to recruit foster parents in the community.
- b. During the month of February, Sgt Cagri Yilmaz, Cst Shawn Gibson and Cst Jason Emmons volunteered as coaches for the Fort Smith soccer, hockey and skating clubs on approximately 5 occasions.

- c. On February 18th and 25th, Cst Woodward has volunteered at the animal shelter.





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 7 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. There were 8 times more prisoners lodged in Fort Smith cells in February 2023 compared to the same month last year. This is explained by a crime reduction initiative by completing compliance checks on habitual offenders as well as searching for individuals who are the subject of warrants for their arrest.

OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	22	45	8	197
Sexual Offences	0	1	2	17
Break and Enters (Residence & Business)	0	1	7	32
Theft of Motor Vehicle	1	4	0	9
Theft Under \$ 5000.00	1	2	2	68
Theft Over \$ 5000.00	0	0	0	3
Drugs (Possession)	0	0	1	4
Drugs (Trafficking)	1	2	1	10
Liquor Act	6	9	9	126
Unlawful Sale (Bootlegging)	0	0	0	0
Causing a disturbance / Mischief (total)	36	85	19	597
Causing a Disturbance	3	8	5	159
Mischief - damage to property	6	11	4	74
Mischief - obstruct enjoyment	27	66	10	364
Impaired Driving	8	10	6	58
Other Complaints	47	103	49	524
Total Violations	122	262	104	1645
Total Calls for service	142	302	137	2202

JUSTICE REPORTS	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Victim Services Referral - Accepted	4	5	1	16
Victim Services Referral - Declined	12	23	7	82
Victim Services - Proactive Referral	0	0	0	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	14	1	47
Prisoners Held	22	40	3	187
Prisoners Escorted	0	1	1	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 02-23
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF FEBRUARY AND THE
SECOND FOR THE YEAR 2023**

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

REGRETS: Cr. A. Pischinger

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

GALLERY: Jeannie-Marie Jewell
Gloria Villebrun
Sgt. Cagri Yilmaz, RCMP

Meeting 02-23	7:00 PM
February 21 st , 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 gave condolences to the Villebrun family.

Mayor Daniels read the acknowledgement of First Nations.

B. APPROVAL OF AGENDA

Administration requested adding the appointment of an Acting SAO.

<div>23-023 Moved by: Cr. Fergusson Seconded by: Cr. Korol</div>
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<div>That the agenda be adopted as amended to include the appointment of an Acting SAO.</div>

<div>CARRIED UNANIMOUSLY</div>

C. PRESENTATIONS

- a. Jeannie-Marie Jewell/Water Meter Deposits – Jeanie-Marie Jewell delegated to Council regarding meter deposits. Ms. Jewell advised that she had wrote to Council twice over the past few years in regards to meter deposit fees but did not receive a response. She suggested that letters of acknowledgement be sent in response to incoming concerns.

Ms. Jewell advised that she was required to pay over \$400 when she moved over 4-years ago for meter deposit and connection fees and requested that Council review the Water and Sewer Bylaw. She was concerned that seniors could not afford the fee and requested consideration in exempting seniors or long-term residents. She noted that the Town refunds the deposit after the individual moves but that other organizations refund after a year.



Cr. Fergusson advised that Council and Administration have made efforts in improving response in acknowledgement on incoming correspondence and that they are reviewing aged bylaws.

Mayor Daniels and Council thanked Ms. Jewell for her delegation and advised that they would follow up with the request.

- b. RCMP Police Report January 2023 – The January 2023 Police Report was reviewed. Sgt. Yilmaz advised that there were 160 calls for service in January. He advised that they are continuing a road safety initiative with proactive enforcement check-stops and stated that warnings and tickets were issued. He noted that there were two impaired driving complaints in January and that one resulted in charges. Further, he advised that two members are receiving field sobriety test training where walking and eye tests are done on drivers to assist in identifying if drivers are impaired on alcohol or drugs.

Sgt. Yilmaz reviewed community engagements and advised that Cpl. Leduc participated in the Women's Hockey tournament and other members participated with other sporting clubs.

He advised that there were six complaints under the Mental Health Act in January and directives from headquarters are not to lodge in cells unless extraordinary circumstances.

Sgt. Yilmaz advised that five members were assaulted by a prisoner being held in cells in January, and that the individual attempted to disarm a member. He noted that eighteen prisoners were lodged in January.

Additionally, Sgt. Yilmaz advised that the RCMP have been performing more check-stops, and during times impaired driving may be expected. He noted that members work six-day blocks and at least one check-stop is performed each block.

D/M Macdonald thanked Sgt. Yilmaz and noted that he went through a check-stop. He was pleased to see check-stops occur over lunch hour in the school zone and felt this initiative creates community awareness. D/M Macdonald requested a staffing update. Sgt. Yilmaz advised that they are fully staffed until the third week of March. He noted that Cpl. Leduc's replacement would be coming from Fort Resolution in June/July.

Cr. Korol thanked the RCMP for their service. She advised that she brings issues to the Regional Wellness Committee including the secure room. She also suggested Council bring forward a resolution to the NWTAC AGM for the RCMP to receive mental health and wellness support. Mayor Daniels would like to bring this forward to Community Leadership too. He noted that the Women's Shelter is closing and asked where women and children would be brought. Sgt. Yilmaz replied that shelters are major resources. Cr. Beaulieu replied that operations of the women's shelter have gone out to bid and there is hope that it may not be shut down. She noted that YWCA in Yellowknife previously held the contract for the women's shelter and that the contract amount was too low for operations. She added that SRFN's homeless shelter has also be transitioned into a healing shelter.

Administration asked if Council would like to invite the Minister responsible for homelessness to meet with Council. Cr. Campbell agreed with writing a letter to the Minister for more information as shelter operations have gone to tender. Mayor Daniels agreed and requested a letter be drafted as soon as possible.

Mayor and Council thanked Sgt. Yilmaz for the delegation.



D. **APPROVAL OF MINUTES**

23-024 Moved by: Cr. Korol
Seconded by: D/M Macdonald

That the minutes of Regular Meeting 01-23 of January 17th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

E. **BUSINESS ARISING FROM THE MINUTES**

Regular Meeting of Council 01-23 – The minutes from the Regular Meeting of Council were reviewed. Cr. Couvrette advised that the carbon tax would be coming regardless as a federally levied tax and that there are uncertainties whether the GNWT or Federal Government will have control of the revenue. Cr. Couvrette suggested writing a letter to MP Michael McLeod to request he work cooperatively with Members of Parliament from the Yukon and Nunavut to convince the Federal Government that the three territories should be carbon tax exempt until there is an affordable heating oil alternative. He added that exemptions have been performed in the past.

Cr. Couvrette noted that a letter was sent to the Minister of Finance regarding GNWT job growth in Fort Smith for more information on the positions but there were no details as requested in the letter received back. He suggested writing the Minister again requesting information such as how many positions were created in Fort Smith from 2018 to 2022, how many were removed from organizational charts, and how many positions were reclassified from Superintendents to Senior Clerks.

D/M Macdonald advised that he reached out to the Superintendent of Human Resources for information on new or changed positions, and how casuals are identified, as some positions may have been casual previously and may not actually be “new” positions. D/M Macdonald is expecting a response to his inquiry.

Administration responded to Cr. Couvrette regarding carbon tax and advised that fuel for heating and vehicles has increased significantly in 2022. She noted that some buildings are not energy efficient but that it has not been a very cold season either. Administration replied about GNWT job growth and advised that she had contacted the Health Centre COO and the Superintendent of ECE regarding the new positions after the response from the Minister of Finance, and there was confusion about where the new positions might be. She advised that she would continue to follow-up on this.

F. **DECLARATION OF FINANCIAL INTEREST**

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

G. **COUNCIL BUSINESS**

- a. Introduction and Consideration of Committee Reports

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

23-025 Moved by: Cr. Korol
Seconded by: Cr. Fergusson

That the Corporate Services Standing Committee minutes from February 7th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY



2023 Annual Borrowing Bylaw

23-026 Moved By: Cr. Fergusson

Seconded By: D/M Macdonald

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

CARRIED UNANIMOUSLY

Consolidated Rates and Fees Bylaw

23-027 Moved By: Cr. Fergusson

Seconded By: D/M Macdonald

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

CARRIED UNANIMOUSLY

Community Services Standing Committee – The Community Services minutes were reviewed. Cr. Couvrette advised that he spoke about Northern Indigenous Counselling in Yellowknife by the Dene Wellness Warriors in association with Rhodes Wellness College and that he was not pleased the program was not being offered by the Aurora College. He wanted to clarify that he thought it was fantastic that they were offering this until the GNWT can reinstate the program.

23-028 Moved by: Cr. Korol

Seconded by: Cr. Fergusson

That the Community Services Standing Committee minutes from February 14th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY

Invitation to MACA Minister

23-029 Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

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

CARRIED UNANIMOUSLY

CSAB New Member Appointments

23-030 Moved by: Cr. Korol

Seconded by: Cr. Fergusson

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

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

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

23-031 Moved By: Cr. Fergusson

Seconded By: Cr. Korol

That the Municipal Services Standing Committee minutes from February 14th, 2023, be adopted as presented.

CARRIED UNANIMOUSLY



Landfill Compactor Purchase and Storage Shed Tender – Cr. Campbell asked if there would be warranty and if an inspection would be done in Yellowknife. Administration replied that it comes with short-term warranty and that she would request pricing for long-term warranty. She advised that there would be an inspection before it is shipped from Yellowknife. D/M Macdonald requested the length of the short-term warranty and asked if there is powertrain warranty. Administration would follow up.

Cr. Campbell had concerns with the number of hours on the compactor. Administration replied that the Town anticipates compaction once per week and that this is essential as the Landfill is exceeding its expected life too soon as a result of used airspace. She noted that it is a much larger expense to close and open landfill cells and that there are new requirements that will increase cost since the last cell was created. Administration advised that new compactors are significantly more expensive, and the Director of Municipal Services was advised at a conference that a refurbished compactor would be a better value than new. D/M Macdonald was not opposed to a second-hand machine but would like more information on warranty and the results of the inspection prior to approval. Administration suggested amending the motion based on a satisfactory third-party inspection and warranty as she had concerns that the compactor would go to another purchaser if not secured.

Cr. Tuckey had concerns about the compactor being advertised as a demo model with half the life used and didn't think a good warranty would be available in consideration. Cr. Campbell does support the purchase but needs more information on warranty and wouldn't be in favour of voting before receiving the information.

23-032 Moved By: Cr. Fergusson
Seconded By: Cr. Tuckey

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 shed building at the Landfill.

MOTION TABLED

DPA-001-23 Larry Benwell Sr. Home Occupation Business

23-033 Moved By: D/M Macdonald
Seconded By: Cr. Korol

That DPA-001-23, submitted by Larry Benwell Sr., to operate a home occupation Construction and Building Maintenance Services business from Lot 619, Plan 319, 4 Wren Crescent in Fort Smith be approved.

CARRIED UNANIMOUSLY

DPA-003-23 Phillip Norwegian Home Occupation Business

23-034 Moved By: D/M Macdonald
Seconded By: Cr. Fergusson

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

CARRIED UNANIMOUSLY



Unsightly Lands Order Appeal – Administration advised that Mr. Johnson was extended an invitation to delegate but denied the request. Cr. Fergusson requested an update on how many residences have sea-cans. Administration replied that they have calculated nine sea-cans including Mr. Johnsons and that they will be actioned as well.

23-035 Moved By: D/M Macdonald
Seconded By: Cr. Fergusson

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

CARRIED UNANIMOUSLY

DPA-004-23 Paul Cumming Home Occupation Business

23-036 Moved By: Cr. Korol
Seconded By: D/M Macdonald

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

CARRIED UNANIMOUSLY

DPA-006-23 Cameron Phillips Home Occupation Business

23-037 Moved By: Cr. Fergusson
Seconded By: D/M Macdonald

That DPA-006-23, submitted by Cameron Phillips, to operate a home occupation Small Engines Equipment and Sales 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



b. Enactment of Bylaws and Policies

Bylaw 1044, 2023 Annual Borrowing Bylaw, First Reading

23-038 Moved by: Cr. Fergusson

Seconded by: Cr. Korol

That Bylaw 1044, 2023 Annual Borrowing Bylaw, be introduced and given First Reading;

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

CARRIED UNANIMOUSLY

Bylaw 1044, 2023 Annual Borrowing Bylaw, Second Reading

23-039 Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

That Bylaw 1044, 2023 Annual Borrowing Bylaw, be given Second Reading by title only.

CARRIED UNANIMOUSLY



Bylaw 1045, Consolidated Rates and Fees Bylaw, First Reading – D/M Macdonald requested confirmation that the paper billing fee would not be applied to residential accounts. Administration confirmed this.

Administration advised that she received information from ECE regarding an increase to Daycare space funding for 2023 and also, that subsidized fees can only be raised by 2% for the year. She noted that with a 2% increase, users would still see a reduction in fees, and in consideration of wage increases resulting from collective bargaining. D/M Macdonald noted that Council had budgeted for the increases and wouldn't support increasing at this time but would entertain an increase during the next rates and fees review. He also noted the importance in ensuring that program costs are truly reflected to continue to provide the service to the community. Cr. Campbell would support a 2% increase and didn't think the program is cost recovering. Cr. Fergusson agreed with D/M Macdonald and would like the fees to remain status quo.

Cr. Couvrette noted that the bylaw also addresses sponsorship and naming of buildings and requested further reviewing this as additional revenue. Administration replied that the EDO and Director of Community Services are working on streetscaping including signage for benches, picnic tables, etc.

23-040 Moved by: Cr. Korol
Seconded by: D/M Macdonald

That Bylaw 1045, Consolidated Rates and Fees Bylaw, be introduced and given First Reading;

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be 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.

CARRIED UNANIMOUSLY

Bylaw 1045, Consolidated Rates and Fees Bylaw, Second Reading

23-041 Moved by: D/M Macdonald
Seconded by: Cr. Fergusson

That Bylaw 1045, Consolidated Rates and Fees Bylaw, be given Second Reading by title only.

CARRIED UNANIMOUSLY



c. Mayor and Council/Board Representative Updates

- i. Cr. Tuckey – Cr. Tuckey thanked Council for their time working together to in February and looks forward to continuing to work together in the upcoming months.
- ii. Cr. Korol – Cr. Korol advised that there wasn't a CSAB meeting in January but there is one planned this week. She was excited to have three new members join CSAB and advised that the board is still looking for one member.

Cr. Korol commended and acknowledged athletes, coaches and all that attended the Canada Winter Games.

- iii. Cr. Fergusson – Cr. Fergusson reminded that the Wood Buffalo Frolics is March 9-12th, 2023. She thanked Paul Boucher for the Northern Games and outdoor activities. She also thanked SRFN for their contribution to the Frolics. She advised that they are looking for volunteers to help on Friday, March 10th with the kid's carnival. She was pleased with the level of community collaboration.
- iv. Cr. Campbell – Cr. Campbell was pleased with the snow removal downtown and thinks it looks good.
- v. Cr. Couvrette – Cr. Couvrette gave good wishes to the athletes of the Canada Winter Games.
- vi. Cr. Beaulieu – Cr. Beaulieu congratulated the new convenience stores that opened and congratulated the athletes of the Canada Winter Games.
- vii. D/M Macdonald – D/M Macdonald congratulated and thanked athletes, coaches, and officials that attended the Arctic Winter Games and felt they did a great job in representing the community and were successful in their efforts at the games. Additionally, he congratulated and wished good luck to everyone attending the Canada Winter Games.

D/M Macdonald congratulated Paul Kaeser II for being a 2022 Recipient of the Order of Northwest Territories, announced by the Order of the Northwest Territories Advisory Council and recognized by the Legislative Assembly, and thanked him for his contribution to the community.

- viii. Mayor Daniels – Mayor Daniels congratulated those that attended the Arctic Winter Games and are attending the Canada Winter Games.

Mayor and Council gave condolences to the Villebrun, Bourke, and Yanik families for their recent losses.

- d. Administration – Administration advised that there would be many events occurring in conjunction with the Wood Buffalo Frolics including Dog Mushing, the Big Fun Snow Event, U15 Hockey Tournament, and that the Fishing Derby would be occurring the next weekend.



Appointment of Acting Senior Administrative Officer – Administration requested an appointment of Acting SAO for the periods of March 31st to April 7th, 2023, and from May 1st to May 5th, 2023.

23-042 Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

That Emily Colucci, Director of Community Services, be appointed Acting Senior Administrative Officer for the periods of March 31st to April 7th, 2023 and May 1st to May 5th, 2023.

CARRIED UNANIMOUSLY

H. **PROCLAMATIONS**

There were no proclamations.

I. **ABSENCE OF COUNCIL MEMBERS**

23-046 Moved by: Cr. Korol

Seconded by: D/M Macdonald

That Pischinger be excused from the Regular Meeting of Council 02-23 on February 21st, 2023.

CARRIED UNANIMOUSLY

J. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – March 7th, 2023

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

Regular Meeting of Council 03-23 – March 21st, 2023

K. **IN-CAMERA SESSION**

In-Camera Session CTV Act Section 23(3)(e)

23-043 Moved by: Cr. Korol

Seconded by: Cr. Fergusson

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

CARRIED UNANIMOUSLY

23-044 Moved by: Cr. Korol

Seconded by: Cr. Fergusson

That Council move out of In-Camera at 9:55 pm.

CARRIED UNANIMOUSLY

23-045 Moved by: Cr. Fergusson

Seconded by: Cr. Tuckey

That the Town of Fort Smith approve a Collective Agreement with the Public Service Alliance of Canada from January 1st, 2023 to December 31st, 2025.

CARRIED UNANIMOUSLY



K. **ADJOURNMENT**

<p>23-047 Moved by: Cr. Couvrette Seconded by: Cr. Macdonald</p> <p>That the meeting be adjourned 9:36 p.m.</p> <p>CARRIED UNANIMOUSLY</p>
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Minutes adopted this 21st day of March, 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, March 7th, 2023 at 7:00 pm
Town Hall Council Chambers

Chairperson: Cr. Tuckey
Members: Mayor Daniels, Cr. Tuckey, Cr. Fergusson, Cr. Pischinger, Cr. Couvrette
Regrets: Cr. Beaulieu, Cr. Campbell, Cr. Korol
Staff Present: Cynthia White, Senior Administrative Officer
Katie Reid, Executive Secretary
Guests:

1. Call to Order

Mayor Daniels called the meeting to order at 8:14 pm and handed the Chair to Cr. Tuckey.

2. Declaration of Financial Interest

Cr. Pischinger and Cr. Fergusson made declarations of financial interest.

3. Review

- a. Agenda –The agenda was reviewed. Cr. Fergusson requested adding gymnasium access to the agenda. Administration requested adding the policing priorities.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: Cr. Couvrette

That the agenda be adopted as amended to include gymnasium access and policing priorities

CARRIED UNANIMOUSLY

- b. Minutes – The Corporate Services Standing Committee Minutes of February 7th, 2023, were reviewed and adopted at the Regular Meeting of Council on February 21st, 2023.

Cr. Couvrette noted discussion on the Town's procurement policy and requested a copy of the policy. Administration advised that the policy is being brought to the Bylaw Review Committee for updating.

Cr. Couvrette suggested promoting sponsorship opportunities during the trade show including the sponsorship of Arena rink-panels to promote businesses and recognize individuals. Administration thought this was a great idea and advised that the EDO would bring conceptual ideas for benches, etc. for commemoration with the branding refresh presentation next week.

Cr. Fergusson asked if there was an updated from NTPC regarding the unplanned power outages. Administration replied that the outages are still negatively impacting infrastructure including Tamarac Lift Station which continues to fail due to shorts from power outages. She noted that some replacement parts have arrived, and some are backordered, and that they are accumulating costs until the Lift Station is repaired. She hopes to have costs compiled for the meeting with NTPC at the end of the month.

- c. Vision and Values – The Vision and Values were reviewed.
d. Strategic Plan – The Strategic Plan was reviewed.

4. Governance

- a. Infrastructure Renewal – Administration advised that the Town would continue to work on the Paving Project completion, and the Raw Water Intake and Lift Station, and the Community and Recreation Centre is near completion. Additionally, the Town has a comprehensive plan to complete the Water Meter Replacement Project using internal resources and a local contractor. Cr. Fergusson advised that the contractor gave her a tour of the CRC changerooms and that they looked great.
- b. Economic Growth – Administration noted the difficulty in growing economy with no housing available. She advised that the Town is refreshing their brand and would be advertising events over the summer to promote Fort Smith.
- c. Communication – Administration advised that the newsletter continues to be distributed and that the community consultation meeting is being rescheduled. D/M Macdonald suggested determining a date in early April to reschedule and discuss messaging to the public. He requested the meeting be advertised at least two-weeks in advance. Cr. Fergusson suggested planning the meeting in conjunction with the Trade Show. Administration advised that the Town had sponsored a reception for the Trade Show in the past and advised that she would have the EDO reach out to coordinators. D/M Macdonald supports this and engaging the business community. Cr. Couvrette thought this was a great idea and suggested holding consultations in dressing room six at the Arena.
- d. Human Resources – Administration advised that the UNW has ratified the new Collective Agreement.
- e. Advocacy for Excellence of Services – Administration advised that advocacy for excellence of services relates to engagements Council has made with the President of Aurora College and upcoming engagements with NTPC, as well as the letters to the MACA Minister and Minister Responsible for Homelessness in addressing issues to ensure the community is being serviced the way it should be.

5. Director's Report

The Director of Corporate Service's report was reviewed.

- a. Accounts Paid List – The Accounts Paid List from February 2023 was reviewed.
- b. Correspondence – The Correspondence List from February 2023 was reviewed. Administration covered Council's request on responses.
- c. License Report – The License Report from February 2023 was reviewed.

6. Administration

- a. Briefing Note 2022 Fourth Quarter Variance and Report – The briefing note and report were reviewed. Cr. Couvrette commended Administration for work done to end 2022 with a modest surplus. He noted that CRC revenue is lower than projected and hopes to see increases with higher usage. Cr. Couvrette noted a 7% overage in Council expenses and thinks Council should lead by example by staying within budget.

Cr. Couvrette noted overages in benefits and asked if this was a result of severance payouts. He noted that the overages seemed out of the ordinary but felt Council should account for ongoing severance payouts.

Cr. Couvrette stated the need to develop a maintenance plan for fleet and infrastructure and thinks Council may need to make significant increases to repair and maintenance budgets to due being in deplorable condition.

Administration replied that Council expenses were over budget as the majority of Councillors attended the NWTAC AGM in Yellowknife last year and felt this was valuable for the newly appointed Councillors. Administration advised that a significant reason that the Administration budget is over is due to hiring additional staff for coverage and advised that she would discuss with the Director of Corporate Services how to incorporate severance liability into the budget.

D/M Macdonald noted that legal costs were overspent and asked if there are options to recover legal fees for any litigations as the process moves forward. Secondly, D/M advised that NTPC notified that they will be moving to diesel as of April 1st and asked if the additional cost has been considered to run boilers while not accessing the interruptible power rate. Administration replied that some legal expenses can be recovered and that legal services were used for HR issues to prevent liability. Administration advised that they didn't account for additional power expenses and the majority of building are not energy efficient. She noted that the Town would continue to make buildings as energy efficient as possible. Administration continued that the heating for the CRC and Pool are significantly overspent and is being reviewed. She advised that in joining the CRC with PWK High School, the CRC was not supposed to pay for heat as part of the joint use agreement, and that the Town will be requesting a meeting with the Superintendent of Education to discuss this.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: D/M Macdonald

That the 2022 Fourth Quarter Variance Report be accepted as presented.

CARRIED UNANIMOUSLY

- b. Briefing Note 2022 Purchasing Summary and Report – The briefing note and report were reviewed. Cr. Fergusson was pleased the report and the breakdown of local and external purchases. Administration advised that the Town contributed approximately \$9 million to the local economy in 2022 and that some projects cannot be done locally. She was pleased that approximately 70% of funds are spent in Fort Smith.
- c. Briefing Note Landfill Compactor – The briefing note was reviewed. Cr. Couvrette researched compactors and found that most had double the used life for the same price. He advised that he supports the purchase and reselling after 10-years. D/M Macdonald also researched and determined that the compactor is quality equipment. He supports moving forward with the purchase with two-year warranty. Cr. Fergusson agreed and was thankful for the additional time to review information before voting in favour. Cr. Tuckey also supports the purchase with two-year warranty.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: Cr. Couvrette

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

The two-year extended warranty option be purchased for \$30,000 plus GST.

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

CARRIED UNANIMOUSLY

Cr. Fergusson declared a conflict and left the meeting.

- d. Briefing Note The Frolics Donation Request – The briefing note was reviewed. Administration advised that the \$5,000 contribution to the Wood Buffalo Frolics was previously a standalone budget item and that contributions were amalgamated in the 2023 budget except for contributions to the Northern Life Museum, JBT Snack Program, and Christmas Food and Toy Drive. She noted that the community contributions budget is \$28,350.

Cr. Couvrette advised that he supports the contribution and thinks it is good for community spirit. He noted discussion from previous Council about updating the Donation Policy and asked if this was done. Administration advised that policy is in the process of updating and that an application process is included in the policy to acknowledge that reoccurring annual funding is not guaranteed.

Cr. Couvrette advised that he is opposed to donating to cash prizes and doesn't think taxpayer funds should be used to endorse prize payouts. He noted that if an event is offering cash prizes, the Town should be transparent in stating that Town funds go to other expenses.

Administration advised that the Frolics are requesting a \$5,000 contribution, 100 individual swim passes, and the use of the gym and staff for the Kid's Carnival. D/M Macdonald supports donating the \$5,000 contribution to include in-kind expenses.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Pischinger

That the Town of Fort Smith contribute \$5,000 to The Frolics which includes in-kind expenses.

CARRIED UNANIMOUSLY

Cr. Fergusson returned to the meeting.

Cr. Pischinger declared a conflict and left the meeting.

- e. Briefing Note Thebacha Dog Musher's Association Donation Request – The briefing note was reviewed. Administration advised that \$1,000 had been donated in the past and they are requesting a similar donation for their event this year. She noted that money goes towards prizes, trophies, and trail grooming, and that there are significant costs associated with trail grooming. Cr. Couvrette advised that \$1,000 was donated in the past to assist with trail grooming expenses.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: D/M Macdonald

That the Town of Fort Smith donate \$1,000 to the Thebacha Dog Musher's Association to assist with trail grooming expenses.

CARRIED UNANIMOUSLY

Cr. Pischinger returned to the meeting.

- f. CRC Gymnasium Use – Cr. Fergusson advised that when the gymnasium is not in use for an organized sport, youth are still required to pay a fee to use the facility. She requested that the fee not be charged to youth wanting to access the gym while not in use by an organized sport or event. Administration replied that operating policy was that if programming isn't occurring in the gym, it must be rented to use it. She noted that the Town is seeing more youth in the facility due to the Library, and supports kids using different facilities in the building. She noted that this would be a change in service with some revenue loss, but that community services is not cost recovery anyway, and this would be a Council decision.

D/M Macdonald thought this was a great idea to get youth using the facility and thinks there may be opportunity for gym rental sponsorships from organizations.

Cr. Couvrette agreed with D/M Macdonald regarding sponsorship and supports allowing youth to use the gymnasium when vacant. Cr. Tuckey also supports this but thinks the facility is losing revenue due to some components not working properly.

Cr. Pischinger agreed to let youth use the gymnasium when not in use and also regarding gym sponsorships.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: D/M Macdonald

That the Town of Fort Smith waive drop in fees for youth in the Community and Recreation Centre gymnasium from 5:15pm to 7:00pm on weekday evenings when there isn't scheduled programs or events.

CARRIED UNANIMOUSLY

- g. 2023/24 Policing Priorities – Administration advised that Friday, March 10th is the deadline to provide feedback on policing priorities. D/M Macdonald advised that he would consult with Council and respond by the deadline.

7. Excusing of Councillors

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Fergusson

That Cr. Beaulieu, Cr. Campbell, and Cr. Korol be excused from the Corporate Services Standing Committee Meeting on March 7th, 2023.

CARRIED UNANIMOUSLY

8. Date of Next Meeting

The next Corporate Services Standing Committee meeting will be on April 4th, 2023.

9. Adjournment

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: D/M Macdonald

That the meeting be adjourned at 9:50 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith
Community Services Standing Committee
Tuesday, March 14, 2023, at 7:00 pm
Town Hall Council Chambers

Chairperson: Cr. Fergusson
Members Present: D/M MacDonald, Cr. Campbell, Cr. Korol, Cr. Tuckey, Cr. Couvrette, Cr. Pischinger, Cr. Beaulieu
Regrets: Mayor Daniels
Staff Present: Cynthia White, Senior Administrative Officer
Emily Colucci, Director of Community Services
Katie Reid, Executive Secretary

1. Call to Order

D/M Macdonald wished Mayor Daniels a speedy recovery.

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

Cr. Fergusson read the Acknowledgement of First Nations.

2. Declaration of Financial Interest

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

3. Delegation

4. Review

- a. Agenda – The agenda was reviewed. Cr. Korol requested adding representation for intervention with NTPC. Cr. Couvrette requested adding the reestablishment of the Post-Secondary Education Committee.

RECOMMENDATION

Moved by: Cr. Campbell

Seconded by: Cr. Couvrette

That the agenda be adopted as amended to include representation for intervention with NTPC and the reestablishment of the Post-Secondary Education Committee.

CARRIED UNANIMOUSLY

- b. Minutes – The Community Services Standing Committee Minutes of February 14th, 2023, were reviewed and adopted at the Regular Meeting of Council on February 21st, 2023. Cr. Couvrette advised that there were some questions left unanswered during the meeting with the Aurora College President and suggested revitalizing the Post-Secondary Education Committee to find internal strategies while moving forward with the Polytechnic and Board of Governors.
- 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 February 2023 – The CRC Statistics for February 2023 were reviewed.
- b. Mary Kaeser Library
- i. Library Statistics February 2023 – The Library statistics for February 2023 were reviewed.

- ii. Library Patron and Circulation Statistics February 2023 – The Library patron and circulation statistics for February 2023 were reviewed. Cr. Fergusson noted a huge increase in Library statistics from February 2022. Administration replied that full computer usage was not available at that time and the vaccine mandate was still in affect until summer.

6. Economic Development

- a. Economic Development Report March 2023 – The Economic Development Report for March 2023 was reviewed. Cr. Couvrette asked if there is a timeline for Council to review the Housing Plan Initiative and stated that it is difficult for people trying to move to Fort Smith to find accommodations. Administration does not have a timeline and noted that they are in the community survey and consultation stage in the plan development. She noted that members of the Housing Plan Board were requested to provide feedback on the survey questions and no feedback was received. Further, she advised that the survey would be available at the Trade Show to maximize response. Administration advised that they would be reviewing the Land Administration Bylaw to reevaluate how to sell the Westgrove Subdivision lots.

Administration advised that the South Slave Tourism Development Workshop is an exciting initiative being spearheaded by the EDO that goes beyond the Town’s mandate and the Town would be filling this gap. The Director of Community Services advised that the initiative came about from the EDO attending an Economic Development Conference and making great networking connections. She indicated that it is being sponsored by SRFN and Fort Smith would be working with Hay River and ITI to bring the event together. She felt this would be exciting and important in bringing the region together to promote tourism in the north and for tourism operators to identify gaps to help the South Slave compete nationally and globally in tourism. She noted that this would be an excellent networking opportunity, chance to access funding pots, and make networking connections.

Cr. Couvrette was pleased with the update and would like ITI to send attendees from Head Quarters involved with writing legislation and tourism licensing, along with the Minister of ITI.

- b. Branding Refresh Presentation – Administration advised that the Town is doing a branding refresh to expand on the strengths of the Town’s band including subtle changes to the logo and font. She noted that the current script is difficult to resize, and they were looking for something timeless, modern, and replicable on branding products. Administration advised refresh also expands personalized messaging to the tagline, “Unexpected, Unforgettable”.

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: D/M Macdonald

That Council move forward with the Branding Refresh as presented.

CARRIED UNANIMOUSLY

7. Advisory Boards

- a. Community Services Advisory Board
 - i. CSAB Minutes February 23, 2023 – The CSAB minutes from February 23rd, 2023 were reviewed. Cr. Korol was pleased to have new members attend CSAB and advised that the board is still looking for one member. She noted that they discussed the donation policy.

Administration advised that the CRC has seen increased abuse and a few youths were advised not to be in the facility without an adult present. Damages include fire damage and sneaking into storage rooms resulting in damages to program supplies. She noted that the intention is for community members to be safe and welcome in the Community and Recreation Centre.

8. Administration

- a. Briefing Note Slave River Paddlefest – The briefing note was reviewed. Administration advised that \$2,500 has historically been donated and that the group is requesting other items as well. D/M Macdonald suggested in-kind support be inclusive of the \$2,500. Cr. Campbell agreed.

Administration advised that the Town doesn't have qualified staff for the supervision of children in open-water and that the Town should not send staff outside of municipal boundaries to lifeguard due to liability. She noted that the group also issues cash prizes.

Cr. Couvrette would like clarity if they are requesting staff support during their licensed event to sell raffle tickets and did not think this was appropriate use of staff. Administration advised that the staff would not work a licensed event.

D/M Macdonald would like clarity on their requests to put a monetary price on town work such as moving equipment/setup and suggested tabling to the next Community Services meeting.

RECOMMENDATION

Moved by: Cr. Campbell

Seconded by: Cr. Korol

That the Town of Fort Smith donate \$2,500 to Slave River Paddlefest inclusive of in-kind support.

MOTION TABLED

9. Other Business

- a. NWTAC AGM Resolutions – Cr. Korol read three resolutions to bring forward to the NWTAC AGM in June on Senior Citizen and Vulnerable People Emergency Services and Shelters; NWT Mental Health Issue Responses; and an NTPC Resolution.

RECOMMENDATION

Moved by: D/M Macdonald

Seconded by: Cr. Couvrette

That the NWTAC AGM resolutions be accepted as presented.

CARRIED UNANIMOUSLY

- b. NTPC Intervention Representation – Cr. Korol advised that the Public Utilities Board has put forward a hearing about the disruption and loss of the Northern Utilities Board in Hay River. She requested that Stand Alone Energy represent the Town of Fort Smith in discussion and intervention with the Public Utilities Board and that the cost will be approximately \$15,000.

D/M Macdonald advised that in the previous rate increase that NTPC put forward, the Town of Fort Smith partnered with Hay River in their interest in opposing the rate increase. He noted that in this situation Hay River and Fort Smith have different mandates as NTPC is looking to take over the Hay River power grid and supplying power to Hay River. He noted concern that this may cause a rate increase and negatively impact Fort Smith. He noted that Stand Alone Energy went to the table independently during the last rate application are well versed to represent Fort Smith's interests in pursuit of the rate application.

Administration noted that previous discussions regarding rates increases was a different issue as this is specifically related to the application for the Public Utilities Board to stop the transfer of utilities from Northland Utilities to NTPC as Northland would like to continue to be the utility provider. She noted that there are indications that this will negatively impact Fort Smith as Hay River will see a decrease in rates and may see an increase in infrastructure, while Fort Smith will not. She agreed that Stand Alone Energy is knowledgeable of the process and felt would be good representation for Fort Smith.

Cr. Campbell requested a presentation to Council. Administration confirmed that Stand Alone Energy could be requested to provide a summary of their representation.

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: D/M Macdonald

That Stand Alone Energy represent the Town of Fort Smith at the Public Utilities Board hearing regarding the disruption and loss of the Northern Utilities Board in Hay River; and

That the cost for representation would be approximately \$15,000.

CARRIED UNANIMOUSLY

- c. Post-Secondary Education Committee – Cr. Couvrette requested revitalizing the Post-Secondary Education Committee to discuss issues coming forward with the proposed polytechnic development. He felt that the recent meeting with the President showed that further dialogue with the Aurora College, Board of Governors, and individuals making decisions is needed.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: D/M Macdonald

That the Post-Secondary Education Committee be reestablished and consist of three Councillors; Cr. Couvrette, Cr. Campbell, and D/M Macdonald.

CARRIED UNANIMOUSLY

10. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: D/M Macdonald

That Mayor Daniels be excused of the Community Services Standing Committee meeting on March 14th, 2023.

CARRIED UNANIMOUSLY

11. Date of Next Meeting

The next Community Services Standing Committee meeting will be held on April 11th, 2023.

12. Adjournment

RECOMMENDATION

Moved by: Cr. Korol

Seconded by: Cr. Campbell

That the meeting be adjourned at 8:04 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith
Municipal Services Standing Committee
Tuesday, March 14, 2023, at 8:30 pm.
Town Hall Council Chambers

Chairperson: Cr. Campbell
Members Present: D/M Macdonald Cr. Fergusson, Cr. Korol, Cr. Tuckey, Cr. Couvrette, Cr. Beaulieu, Cr. Pischinger
Regrets: Mayor Daniels
Staff Present: Cynthia White, Senior Administrative Officer
Andrew Grenier, Director of Municipal Services

1. Call to Order

D/M Macdonald called the meeting to order at 8:10 pm and handed the Chair to Cr. Campbell.

2. Declaration of Financial Interest

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

3. Review

- a. Agenda – The agenda was reviewed. D/M Macdonald requested adding Meter Deposits to the agenda.

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: Cr. Korol

That the agenda be adopted as amended to include discussion on meter deposits.

CARRIED UNANIMOUSLY

- b. Minutes – The Municipal Services Standing Committee Minutes of February 14th, 2023, were reviewed and adopted at the Regular Meeting of Council on February 21st, 2023.
- c. Vision and Values – The Vision and Values were reviewed.
- d. 2023 Capital Plan – The 2023 Capital Plan was reviewed. Cr. Couvrette noted that additional funds were allocated to Cemetery Retro-fit and requested this be updated. Cr. Couvrette noted \$10,000 was budgeted for fire abatement and that the Town worked with ENR in the past to fire abate Commissioner's land. He expressed concern regarding the lack of upkeep of Commissioner's land in and around municipal boundaries and suggested requesting they continue to remediate properties they are responsible for.

Administration advised the Town is working with ENR to fire abate lands around the Landfill. She advised that the Town has also been approved for Community Wildfire Prevention funding which is focused around education on wildfire prevention.

D/M Macdonald advised that a large funding pot has been identified by the NWTAC for fire abatement based on communities' Wildfire Protection Plan. He noted that there is approximately \$20 million to distribute over the next 10-years and that NWTAC is working with ENR in the early planning stages on rollout of the funds.

Administration replied that the funds will primarily be put towards fire breaks and there are two potential spots to continue work on existing fire breaks.

Cr. Campbell asked about fleet replacement, if the vehicles could be kept longer in consideration of the increased cost to purchase. Administration confirmed that items can be risk managed and some items are higher priority to be pushed forward. She noted that the grader is at end of life and is at possible risk of failure. She continued that this may need to be moved forward and truck replacement pushed back. She advised that changes to the Capital Plan are dependent on service needs in the community. Additionally, the Town seeks all funding opportunities before making purchases and the Town may look for funding to modernize fleet to electric or hybrid vehicles.

4. Directors Report

The Director of Municipal Services advised that snow removal has been occurring around the community and that weather is warming faster than usual. He reminded community members to be cautious around equipment as safety is everyone's responsibility. He noted that the new truck with a sanding unit is in full operation and has many safety features.

The Director advised that a sewer main froze up and was corrected as soon as identified with no additional issues. He noted that the glycol pumps arrived for the CRC and once installation is complete, the old pumps will be sent to be refurbished as backups.

The Director advised that all departments received training including First Aid, Chlorine Handling, and Small Systems. He noted that he attended a virtual Biomass Conference and participated in a tour of facilities in Hay River that will be valuable as the Town moves forward with facility retrofits. The Director thanked staff for continuing to work hard through climate change challenges.

Administration advised that the sewer main issue was on Portage Avenue where it was paved last year. She noted that there is little grade and the Town will be monitoring to see if it was a one-time issue or reoccurring. She advised that they would reevaluate the situation if it continues to be an issue.

Administration commended the Water Treatment Plant and Public Works for their work at Tamarac Crescent Lift Station that was damaged by power outages/surges and as the Town is still waiting for replacement parts. She noted that the Water Treatment Plan has been diligently working to get the lift station working and that Public Works has been doing frequent pump-outs to prevent flooding. She noted that a technician will be contracted to ensure the lift station is working properly when the parts are installed and to ensure there are no further issues with the control panels.

Administration advised that the Arena ice plant will be decommissioned April 2nd and that Rec Hockey will be holding a family-orientated carnival the weekend before. She advised that CIMCO would install the second refurbished pump when decommissioning the ice plant.

Administration requested moving the Pool maintenance shut down to the first two weeks of April due to staff shortages. She noted that the Pool liner was replaced 3-years ago and that it was scheduled to be replaced 2025, but it may need to be replaced sooner during the closure. She noted that sound baffling was scheduled for this year in the Pool but that it is no longer required due to the new air handling unit installed. Administration will bring more information to Council next week regarding moving the liner replacement to this year.

Cr. Pischinger asked how often the Tamarac Crescent Lift Station is being pumped out and what the soccer field on Calder Avenue and Wilderness Road are being used for. The Director of Municipal Services responded that the lift station is being pumped out three-times per day and that the field is being used as a snow dump on a trial basis. Cr. Pischinger expressed concern about drainage and flooding. Administration advised that it is being trialed as an operational efficiency. Cr. Campbell expressed concern with the snow dump being in a residential area and for child safety and asked if land by the airport could be used. Administration advised that snow can only be placed on Town property.

Cr. Fergusson asked if snowmobile routes are considered when doing snow removal. Administration advised that there are no identified ATV routes within the community and that there have been attempts to identify routes in the past with little support. She noted that routes identified in the Transportation Master Plan are for pedestrian traffic and not encouraged for ATV use. Further, she noted that ATV routes should have appropriate signage and they would be difficult to enforce.

Cr. Korol asked if alternative snow removal methods were identified. Administration replied that the Town has looked into a snowblower attachment for the multiuse hog and a wing for the grader. She noted that the Town would purchase the wing attachment if purchasing a new grader.

5. Protective Services

- a. Fire Department Statistics February 2023 – The Fire Department Statistics for February 2023 was reviewed. Administration noted a motor vehicle accident that took out the power at the CRC and a structural fire at the CRC related to the air handler units. She noted that the motors have been changed.
- b. Ambulance Department Statistics February 2023 – The Ambulance Department Statistics for February 2023 was reviewed. Administration advised that February was a busy month and commended volunteers.
- c. Fire/EMS Training Report February 2023 – The Fire/EMS Training Report for February 2023 was reviewed.
- d. Fire/EMS Graphs February 2023 – The Fire/EMS Graphs for February 2023 were reviewed.
- e. Lands Enforcement Report February 2023 – The Lands Enforcement Report for February 2023 was reviewed. Development permit violations and action going on in lands.
- f. Bylaw Enforcement Report February 2023 – The Bylaw Enforcement Report for February 2023 was reviewed. Administration advised that the Bylaw Officer has been busy working on traffic enforcement, animal control, and has done three public engagements in February.

Cr. Fergusson commended the Bylaw Officer and Animal Society Volunteers for their hard work. Administration advised that any animals deemed unsafe for volunteers are handled by the Bylaw Officer including feedings and afterhours. She also commended the Volunteers for their hard work, and the Bylaw Officer for doing a good job balancing the scope of work and handling challenging situations. She was pleased with how he interacts with the community.

6. Administration

- a. Briefing Note Fire Department Bunker Gear – The briefing note was reviewed.
RECOMMENDATION
Moved by: Cr. Fergusson
Seconded by: Cr. Korol
That an additional \$6,133.67 be allocated to the 2023 Capital Budget for Bunker Gear Evergreening.
CARRIED UNANIMOUSLY
- b. Briefing Note DPA-038-22 Home Occupation Business/Keith Morrison – The briefing note was reviewed.
RECOMMENDATION
Moved by: Cr. Korol
Seconded by: Cr. Fergusson
That DPA-038-22, submitted by Keith Morrison, to operate a home occupation business, Busman Distillery, from Lot 2, Block A, Plan 209, 38 Pickerel Street in Fort Smith be approved.
UNANIMOUSLY DEFEATED
- c. Briefing Note DPA-007-23 Home Occupation Business/Don Harney – The briefing note was reviewed.
RECOMMENDATION
Moved by: Cr. Fergusson
Seconded by: Cr. Korol
That DPA-007-23, submitted by Don Harney, to operate a home occupation business, Mercury Productions Ltd., from Lot 19, Plan 299, 23 Pigeon Avenue in Fort Smith be approved.
CARRIED UNANIMOUSLY
- d. Briefing Note DPA-008-23 Home Occupation Business/Mildred Martin – The briefing note was reviewed.
RECOMMENDATION
Moved by: Cr. Korol
Seconded by: Cr. Fergusson
That DPA-008-23, submitted by Mildred Martin, to operate a home occupation business, Wintergreen Travel, from Lot 632, Plan 319, 193 Wintergreen Street in Fort Smith be approved.
CARRIED UNANIMOUSLY
- e. Briefing Note DPA-010-23 Home Occupation Business/Bradley Brake – The briefing note was reviewed.
RECOMMENDATION
Moved by: Cr. Fergusson
Seconded by: Cr. Korol
That DPA-010-23, submitted by Bradley Brake, to operate a home occupation business, Wenoqto'sit Consulting and Business Services, from Lot 1629, Plan 2895, 10 Wabisca Court in Fort Smith be approved.
CARRIED UNANIMOUSLY

7. Other Business

- a. Water Meter Deposits – D/M Macdonald provided a summary of proposed changes on how water meter deposits are handled by the Town. The changes are for consideration before final approval of the Consolidated Rates and Fees Bylaw.

8. Excusing of Councillors

- RECOMMENDATION**
Moved by: Cr. Korol
Seconded by: Cr. Fergusson
That Mayor Daniels be excused from the Municipal Services Standing Committee meeting on March 14th, 2023.
CARRIED UNANIMOUSLY

9. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on April 11th, 2023.

10. Adjournment

RECOMMENDATION

Moved by: Cr. Fergusson

Seconded by: Cr. Korol

The meeting be adjourned at 10:00 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



BRIEFING NOTE

To: Mayor and Council

Date: March 21, 2023

Subject: Water Meter Deposit versus Security Deposit

Purpose:

To provide Mayor and Council background information regarding the current cost of water meter deposits and procedures.

To recommend an alternative method to provide account security for new water and sewer accounts.

Background:

Currently, the Water and Sewer Services By-Law (#705) Section 303 requires that all customers make a water meter deposit. When this by-law was first implemented subsection 303(a) indicated the deposit amount "for a single family residential customer, an amount as provided for in Schedule "A"" would be \$125. However, in subsequent years amendments to this by-law were made through the Consolidated Rates and Fees By-Law, which changed the deposit amount to current market value for all customers. The Consolidated Rates and Fees Bylaw also sets the service rates for all water and sewer provisions. This by-law is reviewed annually, and adjustments made as approved by Council.

The water meter deposit is currently held in trust and returned when the account is closed, minus any outstanding unpaid billed amounts, as per By-Law 705. Having the water meter deposit to offset arrears when an account is closed helps to reduce the loss to the Town and the amounts of outstanding accounts receivable that the Town must use both internal and external resources to attempt to recover.

The cost of water meters, like many construction products, has gone up dramatically over the last few years. Given that Council has expressed concerns about these costs and processes, administration has examined alternative ways to ensure account security for new accounts, while not holding a significant deposit, potentially indefinitely for some account holders.

Our recommendation is that a security deposit of some amount approved by Council be applied to all new accounts and after twelve (12) consecutive months in which all bills for services have been paid within the time allowed, the deposit be applied to the account. This would ensure no

additional demand is place on corporate service staff to have refund cheques issued or to assess credit of those opening new accounts. This process is similar to other utilities.

For current account holders, the same process would occur immediately. All meter deposits would be directly applied to their accounts. Again, this would ensure that no additional demand is placed on staff to process refunds for a significant number of account holders, as we currently have approximately 1100 accounts (of all customer types) with meter deposits held in trust.

Recommendation:

That Council amend the Consolidated Rates and Fees Bylaw to reflect the new security deposit amount.

That the upcoming review and update of the Water and Sewer By-Law reflect the implementation of a security deposit and remove the water meter deposit.



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

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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 (Non-Residential Customers)		\$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

Fee

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) fee as determined by total prize amount	\$65.00 + application
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	<u>Fees</u>
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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
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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

Page 2 of 3

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
BYLAW# 1045

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