











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

Tuesday July 19, 2022 , 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. RCMP Police Report June 2022	 Fort Smith Policing Report 2022-06.pdf
D. Approval of Council Minutes a. Council Minutes 06-22	 Council Minutes June 28, 2022.pdf
E. Business Arising from the Minutes	
F. Declaration of Financial Interest a. Statement of Disclosure of Interest	 Statement of Disclosure of Interest
G. Council Business	
a. Introduction and Consideration of Committee Reports i. Corporate Services July 2022 ii. Community Services July 2022 iii. Municipal Services July 2022	   Corporate Services Minutes July 5, 2022 Community Services Minutes July 12, 2022 Municipal Services Minutes July 12, 2022
b. Enactment of Bylaws and Policies	 Bylaw 1036 Forgiveness of Accounts
c. Appointments	
d. Mayor and Council/Board Representative Updates	
e. Administration i. Tax Auction Motion ii. Briefing Note – Water Meter Deposits	 BN - Water Meter Deposits.pdf
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	



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: \_\_\_\_\_



**COUNCIL OF THE TOWN OF FORT SMITH  
MEETING 06-22  
THE FIRST REGULAR MEETING OF COUNCIL FOR  
THE MONTH OF JUNE AND THE  
SIXTH FOR THE YEAR 2022**

PRESENT: Mayor F. Daniels Cr. L. Beaulieu  
Cr. K. Campbell Cr. L. Tuckey  
Cr. D. Fergusson Cr. J. Macdonald

REGRETS: Cr. D. Korol, Cr. A. Pischinger, D/M K. Heron

STAFF: C. White, Senior Administrative Officer  
A. Weber, Executive Secretary

GALLERY:

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Meeting 06 -22	7:00 PM
June 28 <sup>th</sup> , 2022,	Town Hall Council Chambers

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

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

B. **APPROVAL OF AGENDA**

22- 104 Moved by: Cr. Fergusson  
Seconded by: Cr. MacDonald

That the agenda is adopted as amended.

**CARRIED UNAMOIUSLY**

C. **PRESENTATIONS**

- a. RCMP Delegation  
Police Report – The RCMP Police Report for May 2022 was reviewed.

D. **APPROVAL OF MINUTES**

22- 105 Moved by: Cr. Fergusson  
Seconded by: Cr. MacDonald

That the minutes of Regular Meeting 05-22 May 17, 2022, be adopted as presented.

**CARRIED UNAMOIUSLY**

Special Meeting May 03, 2022

22-106 Moved By: Cr. MacDonald  
Seconded By: Cr. Fergusson

That the minutes of Special Meeting 02-22 May 03, 2022, be adopted as presented.

**CARRIED UNAMOIUSLY**



Special Meeting June 10, 2022

22- 107 Moved By: Cr. MacDonald  
Seconded By: Cr. Fergusson

That the minutes of Special Meeting 03-22 June 10, 2022, be adopted as presented.

**CARRIED UNAMOIUSLY**

E. **BUSINESS ARISING FROM THE MINUTES**

F. **DECLARATION OF FINANCIAL INTEREST**

a. Statement of Disclosure of Interest

G. **COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee

22- 108 Moved by: Cr. MacDonald  
Seconded by: Cr. Fergusson

That the Corporate Services Standing Committee minutes from June 07, 2022, be adopted as presented.

**CARRIED UNAMOIUSLY**

DPA-012-22 Dan Kearley

22-109 Moved By: Cr. MacDonald  
Seconded By: Cr. Fergusson

That DPA-012-22, submitted by Dan Kearley, to operate a Home Occupation Business , Odds and Ends from Lot 12, Plan 220: 12 Partridge St. in Fort Smith be approved as presented.

**CARRIED UNAMOIUSLY**

DPA-013-22 Jodyann Miltenberger

22-110 Moved By: Cr. Fergusson  
Seconded By: Cr. MacDonald

That DPA-013-22, submitted by Jodyann Brown Miltenberger, to operate a Home Occupation Business , Jody's Kitchen from Lot 1787, Plan 4341: 16-130 Wilderness Rd. in Fort Smith be approved as presented

**CARRIED UNAMOIUSLY**



#### Community Services Standing Committee

22- 111      Moved by: Cr. Campbell  
                  Seconded by: Cr. MacDonald

That the Community Services Standing Committee minutes from June 14, 2022, be adopted as presented.

**CARRIED UNANIMOUSLY**

#### Canada Day 2022 Road Closure

22- 112      Moved By: Cr. Fergusson  
                  Seconded By: Cr. MacDonald

That Marine Drive from Wapiti St to Mills St be closed to traffic on July 1, 2022, from 10:30 a.m. to 6:00 p.m. for the Canada Day Celebrations, Furthermore, that Portage Ave. in front of the RCMP detachment to corner the of McDougal Road, along McDougal Road from Portage Ave. to Mills Street, and Mills Street, be closed for the Canada Day Parade from 11:30 a.m. to 1:00 p.m.

**CARRIED UNANIMOUSLY**

#### National Indigenous Peoples Day Road Closure

22-113      Moved By: Cr. Fergusson  
                  Seconded By: Cr. MacDonald

That Rupert Ave be closed to traffic on June 21, 2022, from 9:00 a.m. to 9:00 p.m. for National Indigenous Peoples Day Celebrations

**CARRIED UNANIMOUSLY**

#### Acting SAO

22-114      Moved by: Cr. MacDonald  
                  Seconded by: Cr. Fergusson

That Emily Colucci be appointed SAO from July 18, 2022 @ 830am until August 15, 2022 @ 8:30am.

**CARRIED UNANIMOUSLY**

#### Conibear Park

22-115      Moved by: Cr. MacDonald  
                  Seconded by: Cr. Fergusson

That council support the Conibear Park Advisory committee with option # 3 presented by IBI group so they can move forward in the process.

**CARRIED UNANIMOUSLY**



#### Municipal Services Standing Committee

22-116 Moved By: Cr. Fergusson  
Seconded By: Cr. Campbell

That the Municipal Services Standing Committee minutes from June 14, 2022, be adopted as presented.

**CARRIED UNAMOIUSLY**

#### Slope Monitoring Program

22-117 Moved By: Cr. Campbell  
Seconded By : Cr. MacDonald

That the town of Ft Smith continue slope monitoring solutions with Woods and ongoing work be addressed in the Capital Project moving forward.

**CARRIED UNAMOIUSLY**

#### Fire Hydrant Relocation and Replacement

22-118 Moved By: Cr. MacDonald  
Seconded By: Cr. Fergusson

That an additional \$55,000 be allocated to the Fire Hydrant Replacement budget from the Canada Community-Building Fund.

That the relocation and replacement of the fire hydrants be awarded to Precision Industries at a cost of \$64,941.13.

**CARRIED UNAMOIUSLY**

#### Demolition of Building 61 Portage Ave

22- 119 Moved By : Cr. Campbell  
Seconded By : Cr. MacDonald

That the tender for the demolition of the building at 61 Portage Ave., be awarded to Fort Smith Construction in the amount of \$74,500.

**CARRIED UNAMOIUSLY**

#### Integrated Transportation Master Plan – School Zone

22-120 Moved By: Cr. MacDonald  
Seconded By: Cr. Fergusson

That the Town of Fort Smith implement the recommendations the changes to the PWK & JBT crosswalks as indicated in the Integrated Transportation Master Plan and as well as a radar sign.

**CARRIED UNAMOIUSLY**



b. Enactment of Bylaws and Policies

By- Law 1035 Property Tax Accounts- Forgiveness of Debts

22- 121 Moved by: Cr. MacDonald  
Seconded by: Cr. Fergusson

That the By- Law 1035 Property Tax Accounts- Forgiveness of Debts be given a first reading:

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, is satisfied that certain debts owed to the Town of Fort Smith are not collectable or should be forgiven for other reasons;

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

1. All those debts owed to the Town of Fort Smith itemized in Schedule “A”, attached to, and forming part of this bylaw, are forgiven.

That the By- Law 1035 Property Tax Accounts- Forgiveness of Debts be given a second reading by title only:

**CARRIED UNAMOIUSLY**

By- Law 1035 Property Tax Accounts- Forgiveness of Debts

22-122 Moved By: Cr. Fergusson  
Seconded By: Cr. MacDonald

That the By- Law 1035 Property Tax Accounts- Forgiveness of Debts be given a second reading by title only:

**CARRIED UNAMOIUSLY**

**Discussion** – SAO stated that this bylaw needs Ministerial approval, also that we will put out a PSA to the community for information regarding the bylaw.

**ELECTRONIC MOTIONS**

Donation to PWK for Trip to Peace River AB for Pow Wow

22-123 Moved By: Cr. Fergusson  
Seconded By: Cr. Campbell

That council approve a \$1000.00 donation to PWK for a trip to Peace River, AB to attend a Pow Wow.

**CARRIED UNAMOIUSLY**



#### Additional Costs for Sewer Repair at Calder Ave

22-124 Moved By: Cr. Fergusson  
Seconded By : Cr. MacDonald

That council approve the addition of \$74,550.00 to the contract awarded to accommodate the change order requested by Precision Industries to ensure proper resolution of the sewer line issue on Calder Ave.

**CARRIED UNANIMOUSLY**

#### c. Appointments

#### d. Mayor and Council/Board Representative Updates:

- i. Cr. Tuckey - Thanks to council, town staff. Attended Aurora College graduation, a presentation by MMIG.
- ii. Cr. Fergusson - Thanks to council as well, town staff, be careful on the roads as kids are out of school. Have a great summer.
- iii. Cr. Campbell - Town needs to sweep the streets as well as fix the potholes in and around Fort Smith.
- iv. Cr. MacDonald – Shout out to Lars at CKLB , great person to work with for Council Clips.
- v. Cr. Beaulieu - Congrats to PWK and JBT graduates, Roads are in poor shape.
- vi. Mayor Daniels - Legion has agreed to have PSA announcements on the board in front of the Legion Building . Canada Day Fish fry July 01, 2022, at the Riverside Park after the Parade. A big thanks to all the Fort Smith Staff for all the hard work making the town beautiful. Paving will start in Early August – please be mindful of the crews on the road  
Sewer work is underway! School is out – so watch out for the kids on bikes, scooters and playing in the playgrounds.

#### e. Administration

- Unsightly Notice Old Fire Building
- Generator Design for CRC

SAO was given direction for both items from council. Updates will be forwarded to council.

#### H. PROCLAMATIONS





I. **ABSENCE OF COUNCIL MEMBERS**

22- 125 Moved By: Cr. MacDonald  
Seconded By: Cr. Fergusson

That council excuse D/M Heron, Cr. Korol, Cr Beaulieu from tonight's Regular meeting of council on June 28, 2022.

**CARRIED UNANIMOUSLY**

J. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – July 05, 2022

Community and Municipal Services Standing Committee Meetings - July 12, 2022

Council Meeting 07-22 – July 19, 2022

K. **ADJOURNMENT**

21-126 Moved By: Cr. MacDonald  
Seconded By: Cr. Fergusson

That the meeting be adjourned at 830 p.m.

**CARRIED UNANIMOUSLY**

Minutes adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

\_\_\_\_\_  
Mayor Fred Daniels

\_\_\_\_\_  
Certified Correct by the  
Senior Administrative Officer Cynthia White

L. **QUESTION PERIOD**

A question period was offered in accordance with policy.

FORT SMITH  
POLICING REPORT  
June 2022



Fort Smith RCMP Detachment  
G Division  
Northwest Territories



The Fort Smith RCMP Detachment responded to a total of 199 calls for service to the Town of Fort Smith during the month of June 2022.

### **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 were proactive during the month of June road safety initiatives in the following manner:

- Members conducted roving traffic initiatives during the Aboriginal Day festivities.
- 7 calls received for impaired operation were received from the public, resulting in 2 individual being charged and suspended.

**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.

- 2022-06-07 - Members conducted foot patrols around town and spoke with locals and youth in the community.
- 2022-06-12 - Members visited the Trail Cross youth center and spoke with youth.
- 2022-06-16 - Member presented award at the PWK School grad.
- 2022-06-15 - Meeting held with SRFN Chief and FS Mayor with Supt. Christie.
- 2022-06-20 - Member attended community soccer game.
- 2022-06-21 - Members attended numerous events held in town for Treaty Days.
- 2022-06-21 - Member participated in organized event for payout to treaty members.
- 2022-06-21 - Member attended the Trail Cross Youth Center for a visit with youth.
- 2022-06-22 - Sgt. Cormier attended the community council meeting.
- 2022-06-22 – Member attended the Trail Cross Youth Center for a visit with youth.
- 2022-06-28 – Sgt. Cormier attended the community council meeting.
- 2022-06-28 – Sgt. Cormier assisted with swearing in of new Chief and Council for the Salt River FN.

- 2022-06-28 – Member volunteered for the local canoe club.

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





# RCMP



ROYAL CANADIAN MOUNTED POLICE





### **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.

Members continue to be actively involved in numerous youth groups in the community (IE: Soccer, Lacrosse, Moms and Tots group, etc) by attending these events while off-duty on a weekly basis.

**The Community assisted the priority by:** Invitation from members of local governments & partner agencies for RCMP to meet with them.

#### **Notable Occurrences for the Month:**

June 2<sup>nd</sup> – Members were made aware of a fraud that occurred with a senior having his credit card used without his permission. Matter was investigated and resolved without charges at the owner's request.

June 8<sup>th</sup> – Members received a report of a theft where a owners vehicle was sold without their consent. The matter is still under investigation.

June 18<sup>th</sup> – Members received a report of an assault with a weapon where there was a possibility for a armed and barricaded suspect. Members dealt with the matter at hand and apprehended the suspect with no issues. Charges were laid and pending with the courts.

The Fort Smith Detachment responded to a total of 3 complaints under the Mental Health Act involving individuals who had threatened harm to themselves. 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.

There were a total of 10 calls for service related to missing person(s) or well being checks. These types of files are typically very labour intensive as they have the potential to be very serious and thus a significant amount of effort is put in at the onset of a complaint being received. All 10 calls had a positive outcome.

There were 12 calls for service relating to assaults and 1 call for service involving assault with a weapon or causing bodily harm. 2 of these files are still under investigation with charges pending

### **2021 - 2022 Staffing Rotation and Planning Cycle**

#### **Current Detachment Strength**

- 1) Sgt. Jon Cormier (temporarily relieving in Fort Smith from Fort Simpson)
- 2) Cpl. Stephanie Leduc (parental leave)
- 3) Cst. Jordan Norstrom
- 4) Cst. Jason Emmons (parental leave)
- 5) Cst. Darryl Nadeau
- 6) Cst. Shawn Gibson
- 7) Cst. Jesse Woodward
- 8) VACANT

Our current Public Servant, Bruce Buckley, is set to end his position on July 26<sup>th</sup>, 2022 for a out-of-province move. Our new Public Servant, Christopher Talbot, is set to start with us full-time starting on July 6<sup>th</sup>, 2022, and will be able to continue front counter services for the detachment on Monday to Friday from 08:00 a.m. to 4:00 p.m.

OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	13	82	17	234
Sexual Offences	0	3	2	27
Break and Enters (Residence & Business)	0	16	0	23





Theft of Motor Vehicle	1	3	0	13
Theft Under \$ 5000.00	5	28	9	62
Theft Over \$ 5000.00	0	1	1	2
Drugs ( Possession )	0	2	1	4
Drugs ( Trafficking )	2	4	1	14
Liquor Act	16	64	21	138
Unlawful Sale (Bootlegging)	0	0	0	0
Causing a disturbance / Mischief (total)	61	241	32	393
Causing a Disturbance	20	57	4	45
Mischief - damage to property	9	28	6	67
Mischief - obstruct enjoyment	32	156	22	281
Impaired Driving	5	26	5	97
Other Complaints	30	241	50	658
<b>Total Violations</b>	<b>133</b>	<b>711</b>	<b>139</b>	<b>1665</b>
<b>Total Calls for service</b>	<b>199</b>	<b>1016</b>	<b>181</b>	<b>2103</b>

JUSTICE REPORTS	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Victim Services Referral - Accepted	1	4	3	24
Victim Services Referral - Declined	2	31	11	102
Victim Services - Proactive Referral	0	2	0	7
Victim Services - Not Available	0	0	0	0
Restorative Justice Referrals	0	0	0	2
Emergency Protection Orders (Detachment Initiated)	0	2	1	9
<b>ODARA Reports</b>	<b>4</b>	<b>21</b>	<b>7</b>	<b>58</b>



Prisoners Held	13	47	9	117
Prisoners Escorted	0	2	0	12
Prisoners Held non-PROS Agency	0	0	0	0
Prisoners Escorted Non-PROS Agency	0	0	0	0
Liquor Destroyed Immediately	0	1	0	9

\_\_\_\_\_  
 Sgt. Jon CORMIER  
 Detachment Commander  
 Fort Smith RCMP Detachment

**External Distribution List:**

S/Sgt. Geoff PETERS – District Policing Officer  
  
 Sgt. Kurtis PILLIPOW – District Advisory NCO

**Documents Included:**  
 Occurrence Statistics



Town of Fort Smith  
Corporate Services Standing Committee  
Tuesday, July 05, 2022 , at 7:00 pm

Chairperson: Cr. Tuckey

Members: Mayor Daniels, Cr. Heron, Cr. Korol, Cr. Tuckey, Cr. Fergusson,  
Cr. Beaulieu, Cr. Pischinger,

Regrets: Cr. Campbell, Cr. Macdonald

Staff Present: Cynthia White, Senior Administrative Officer  
Amy Weber, Executive Secretary  
Obrian Kydd, Director of Corporate Services

1. Call to Order

Mayor Daniels called the meeting to order at 7:08 pm.

2. Review

- a. Agenda –The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Beaulieu**

**That the agenda be adopted as presented.**

**CARRIED UNANIMOUSLY**

- b. Minutes – The Corporate Services Standing Committee Minutes of June 07 , 2022, were reviewed and adopted at the Regular Meeting of Council on June 28th , 2022.

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

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

3. Governance

- a. Council Priorities – The Council Priorities were reviewed.

4. Director's Report

The Director provided a report on the operations of the Corporate Services Department.

Accounts Paid List – The Accounts Paid List from June 2022 was reviewed.

- a. Correspondence – The Correspondence from June 2022 was reviewed.

- b. License Report – None for the month of June.

5. Administration

a. In camera Session

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: D/M Heron**

**That Council move into In-Camera**

In-Camera as per Section 23(3)(e) a matter still under consideration and on which council has not yet publicly announced a decision, if discussion in public would likely prejudice the municipal corporation's ability to carry out its activities or negotiations; and 23(3)(g) the setting of minimum tax sales prices under the *Property Assessment and Taxation Act*

**CARRIED UNANIMOUSLY**

b. Out of Camera

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: D/M Heron**

**That Council move out of In-Camera**

**CARRIED UNANIMOUSLY**

c. Briefing Note 2020 Property Tax Auction

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Pischinger**

It is recommended that October 27, 2022, be chosen as the date of the tax auction for properties in arrears as of 2020. Further, it is recommended that the minimum sale price be set as the minimum auction price or the tax balance, whichever is higher (to the assessed value of the property.)

**CARRIED UNANIMOUSLY**

d. Briefing Note Outstanding Accounts

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Korol**

Recommended that council make motions on the following actions: 1. Forgiveness of bad debt over seven years. 2. Engaging a collections agency for all accounts receivables in arrears over three months. 3. Development of an Accounts Receivable Bylaw and Policy.

**CARRIED UNANIMOUSLY**

6. Date of Next Meeting

The next Corporate Services Standing Committee meeting will be held on August 02, 2022.

7. Adjournment

**RECOMMENDATION**

**Moved by:**

**Seconded by:**

**That the meeting be adjourned at 9:41 pm.**



Town of Fort Smith  
Community Services Standing Committee  
Tuesday, July 12, 2022 , at 7:00 pm

Chairperson: Cr. Fergusson

Members: Mayor Daniels, Cr. Korol, Cr. Tuckey, Cr. Macdonald, Cr. Pischinger, Cr. Campbell, Cr. Beaulieu

Regrets:

Staff Present: Cynthia White, Senior Administrative Officer  
Amy Weber, Executive Secretary  
Emily Colucci , Director of Community Services

1. **Call to Order**

Mayor Daniels called the meeting to order at 7:03 pm.

2. **Delegations**

3. **Review**

- a. Agenda –The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. MacDonald**

**Seconded by: Cr. Campbell**

**That the agenda be adopted as presented.**

**CARRIED UNANIMOUSLY**

- b. Minutes – The Community Services Standing Committee Minutes of June 14, 2022 , were reviewed and adopted at the Regular Meeting of Council on June 22, 2022.

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

4. **Director's Report**

The Director of Community Services gave a report.

- a. Recreation Statistics were reviewed
- b. Pool Statistics were reviewed
- c. Arena Statistics were reviewed
- d. Mary Kaeser Library Statistics were reviewed

Council was invited to view the CRC renovations tomorrow at 10:00 am.

**5. Economic Development Report**

Report was reviewed

**6. Advisory Boards**

- a. Community Services Advisory Board minutes were reviewed
- b. Economic Development Advisory Board minutes were reviewed

All advisory boards are recruiting new members for the fall.

**7. Bylaw/ Policy Review and Development**

**8. Administration**

**9. Excusing of Counsellors**

**RECOMMENDATION**

**Moved by: Cr. MacDonald**

**Seconded by: Cr. Campbell**

That council excuse D/M Heron from the Community Services standing committee meeting on July 12, 2022.

**CARRIED UNANIMOUSLY**

**10. Date of Next Meeting**

The next Community Services Standing Committee meeting will be held on August 09, 2022 @ 7:00pm

**11. Adjournment**

**RECOMMENDATION**

**Moved by: Cr. Campbell**

**Seconded by: Cr. MacDonald**

That the meeting be adjourned at 7:23 pm.

**CARRIED UNANIMOUSLY**



Town of Fort Smith  
Municipal Services Standing Committee  
Tuesday, July 12, 2022 at 8:30 pm.

Chairperson: Cr. Campbell  
Members Present: Mayor Daniels, Cr. Campbell, Cr. Macdonald, Cr. Fergusson, Cr. Pischinger, Cr. Beaulieu, Cr. Korol, Cr. Tuckey  
Regrets:  
Staff Present: Cynthia White, Senior Administrative Officer; Andrew Grenier, Director of Municipal Services. Amy Weber Executive Secretary  
Guests:

1. Call to Order

Cr. Campbell called the meeting to order at 7:35 pm.

2. Review

- a. Agenda – The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Pischinger**

That the agenda be adopted as amended.

**CARRIED UNANIMOUSLY**

- b. Minutes - The Municipal Services Standing Committee Minutes of June 14, 2022 were reviewed and adopted at the Regular Meeting of Council June 22, 2022.

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

- d. 2022 Capital Plan – The Capital Plan was reviewed.

3. Directors Report

Couple of community celebrations over the last month, department provided support to all of them. The director sends out a big thank you to his staff for working hard on their regular duties and stepping up with additional requests.

Staff training continuing, met with SRFN contractors to confirm water valve locations, and exercising.

SAO explained that NTPC damaged some infrastructure, in ongoing emails back and forth NTPC would not pay for the full bill that damage. The town will be fixing the issue and billing NTPC.

Arena – still no fire suppression – no work can be done currently, until the fire suppression is fixed.

4. Protective Services Report

SAO reviewed the protective services statistics with council.

5. Advisory Boards

- a. Sustainable Development Advisory Board  
i. No meeting

6. Administration

Control Panel Primrose Lift Station

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Korol**

That the tender for the Supply and Install Control Panel at Primrose Lift Station be awarded to Aurora Technical Services in the amount of \$143,750.00.

**CARRIED UNANIMOUSLY**

Demolition of Old Water Treatment Building

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Macdonald**

That the tender for the demolition of the old water treatment building and metal storage shed be awarded to Raine Trucking Ltd in the amount of \$81,795. That the funds for this project be allocated from the Canada Community-Building Fund.

**CARRIED UNANIMOUSLY**

Build Two New Storage Buildings

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Macdonald**

That the tender for the construction of two cold storage buildings be awarded to Blades Construction in the amount of \$ 95,000.00

**CARRIED UNANIMOUSLY**

Install Downtown Sidewalks

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Macdonald**

That the tender for install Downtown Sidewalks be awarded to Blade Construction in the amount of \$69,999.00

**CARRIED UNANIMOUSLY**

Move In-Camera

**RECOMMENDATION**

**Moved By: Cr. Fergusson**

**Seconded By: Cr. MacDonald**

As per Section 23(3)(e) of the CTV Act – a matter still under consideration and on which council has not yet publicly announced a decision if discussion in public would likely prejudice the municipal corporation's ability to carry out its activities or negotiations.

**CARRIED UNANIMOUSLY**

Move Out of - Camera

**RECOMMENDATION**

**Moved By: Cr. Fergusson**

**Seconded By: Cr. MacDonald**

**CARRIED UNAMIOUSLY**

Water Delivery Charges

**RECOMMENDATION**

**Moved By: Cr. Fergusson**

**Seconded By: Cr. MacDonald**

That council explore opportunities for local contractors to take on municipal services outside municipal boundaries.

**CARRIED UNAMIOUSLY**

a. Date of Next Meeting

Next Municipal Standing Committee Meeting is August 09, 2022

b. Adjournment

**RECOMMENDATION**

**Moved by: Cr. MacDonald**

**Seconded by: Cr. Fergusson**

**The meeting be adjourned at 9:29 pm**



That the properties in tax arrears being brought to the Property Tax Auction be offered at 50% and 75% of assessed value for returning properties and 100% of assessed value for properties new to the list:

That the Tax Sale Auction date be set for October 27, 2022; and

That the minimum tax sale auction prices are as follows:

For Roll #4200 the minimum tax sale price is \$ 109,300.00;

For Roll #18700 the minimum tax sale price is \$ 213,400.00;

For Roll #31500 the minimum tax sale price is \$ 92,100.00;

For Roll #59800 the minimum tax sale price is \$ 128,600.00;

For Roll #67600 the minimum tax sale price is \$ 11,300.00;

For Roll #67800 the minimum tax sale price is \$ 90,000.00;

For Roll #69300 the minimum tax sale price is \$ 77,800.00;

For Roll #69400 the minimum tax sale price is \$ 102,900.00;

For Roll #75000 the minimum tax sale price is \$ 82,800.00.

For Roll #79300 the minimum tax sale price is \$ 35,100.00;

For Roll #79400 the minimum tax sale price is \$ 82,200.00;

For Roll #81200 the minimum tax sale price is \$ 86,200.00;

For Roll #97700 the minimum tax sale price is \$ 112,100.00;

For Roll #101700 the minimum tax sale price is \$ 29,250.00;

For Roll #110800 the minimum tax sale price is \$78,100.00;

For Roll #142450 the minimum tax sale price is \$ 147,525.00; and

For Roll #159600 the minimum tax sale price is \$ 637,050.00.



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH  
BY-LAW 1036

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES, TO FORGIVE DEBTS OWED TO THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH, PASSED PURSUANT TO SECTION 122 OF THE CITIES, TOWNS AND VILLAGES 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, is satisfied that certain debts owed to the Town of Fort Smith are not collectable or should be forgiven for other reasons;

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

- 1. All those debts owed to the Town of Fort Smith itemized in Schedule “A”, attached to, and forming part of this bylaw, are forgiven.

READ A FIRST TIME THIS \_\_\_\_DAY OF \_\_\_\_\_, 2022 A.D.

_____	_____
MAYOR	SENIOR ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS \_\_\_\_DAY OF \_\_\_\_\_, 2022 A.D.

_____	_____
MAYOR	SENIOR ADMINISTRATIVE OFFICER

READ A THIRD TIME THIS \_\_\_\_DAY OF \_\_\_\_\_, 2022 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  
BY-LAW 1036

SCHEDULE “A”  
FORGIVENESS OF ACCOUNTS RECEIVABLE DEBT BY-LAW  
Page 1 of 4

Accounts Receivable Delinquent Accounts Over 7-Years				
Updated - July 14, 2022				
Account	Name	Invoice Amount	Service Charges	Total Owing
A0006	Arbeau Marie - Estate of	\$ 300.00	\$ 4,608.96	\$ 4,908.96
A0036	Arnason, Debbie	\$ 260.00	\$ 1,543.68	\$ 1,803.68
A0037	Arnason, Michelle	\$ 483.00	\$ 2,810.52	\$ 3,293.52
A1020	Antoine, Ashley	\$ 68.00	\$ 27.26	\$ 95.26
B0003	Bourke, Walter	\$ 4.20	\$ 9.12	\$ 13.32
B0007	Bourke, Jerry	\$ 105.00	\$ 436.10	\$ 541.10
B0018	Beaulieu, William	\$ 68.00	\$ 35.14	\$ 103.14
B0026	Bolt, Scott Gordon	\$ 68.00	\$ 7.10	\$ 75.10
B0028	Bourque, Jody	\$ 150.00	\$ 9.18	\$ 159.18
B0030	Sinclair, Misty	\$ 102.87	\$ 94.26	\$ 197.13
B0040	Bourke, Glenn	\$ 38.50	\$ 47.60	\$ 86.10
B0041	Blanchard, Connie	\$ 450.00	\$ 354.32	\$ 804.32
B0050	Bourke, Melissa	\$ 820.00	\$ 6,707.51	\$ 7,527.51
B0054	Bourke, Patsy	\$ 150.00	\$ 25.71	\$ 175.71
B0055	Bourke, Delbert	\$ 150.00	\$ 6.06	\$ 156.06
B0057	Beers, Ashley	\$ 150.00	\$ 3.00	\$ 153.00
B0060	Bourke, Gabe (Roy)	\$ 150.00	\$ 25.71	\$ 175.71
B0061	Brown, Catherine	\$ 150.00	\$ 22.27	\$ 172.27
B0062	Bourke, Amanda	\$ 150.00	\$ 2,998.04	\$ 3,148.04
B0066	Burke, David	\$ 184.00	\$ 27.38	\$ 211.38
B0069	Bourke, Roy	\$ 150.00	\$ 2,537.26	\$ 2,687.26
B0080	Bourque, Ivan	\$ 37.80	\$ 280.33	\$ 318.13
B0110	Bourke, Dennis	\$ 31.50	\$ 123.63	\$ 155.13
B0113	Bourque, Justin	\$ 31.50	\$ 114.78	\$ 146.28
B2019	Bourke, Judy	\$ 900.00	\$ 72,517.61	\$ 73,417.61
B2023	Bourke, Lucy	\$ 286.00	\$ 17,440.41	\$ 17,726.41
B2024	Blondin J Blondin	\$ 912.55	\$ 18.25	\$ 930.80
B2026	Bourke, Tommy	\$ 900.00	\$ 32,191.90	\$ 33,091.90
B2029	Bourque, Brad	\$ 249.50	\$ 6,592.63	\$ 6,842.13
B2043	Bourke, Allan	\$ 1,296.00	\$ 2,571.56	\$ 3,867.56
B2095	Bourke, Jack	\$ 403.24	\$ 2,699.61	\$ 3,102.85
C0009	Courtoreille, Richard	\$ 968.00	\$ 5,092.50	\$ 6,060.50
C0017	Chalifoux, Chayla	\$ 150.00	\$ 6.06	\$ 156.06
C0027	Campbell, Greg	\$ 150.00	\$ 25.71	\$ 175.71
C0029	Comin, Ryan	\$ 150.00	\$ 7,994.62	\$ 8,144.62
C0037	Charlton, Carole	\$ 229.00	\$ 5,004.49	\$ 5,233.49
C0039	Christian, Ryan	\$ 350.00	\$ 5,462.07	\$ 5,812.07
C0040	Cageside Jiu Jitsu	\$ 1,960.52	\$ 24,432.02	\$ 26,392.54
C0041	Cardinal, Darrell	\$ 46.20	\$ 233.44	\$ 279.64
C0042	Cumming, Tammy	\$ 10.50	\$ 24.57	\$ 35.07
C0047	Cardinal, Shovon	\$ 150.00	\$ 1,847.09	\$ 1,997.09
C0048	Cumming, George Jr.	\$ 31.50	\$ 276.95	\$ 308.45



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH  
BY-LAW 1036

SCHEDULE “A” FORGIVENESS OF ACCOUNTS RECEIVABLE DEBT BY-LAW Page 2 of 4				
C0051	Cec's Auto	\$	103.95	\$ 1,228.59 \$ 1,332.54
C0052	Cantin, Raymond Joseph	\$	500.00	\$ 121.68 \$ 621.68
C0053	Coleman, Lori	\$	150.00	\$ 6.06 \$ 156.06
C0058	Charles, Everett	\$	175.00	\$ 1,628.69 \$ 1,803.69
C0059	Cardinal, Jeff	\$	210.00	\$ 1,958.32 \$ 2,168.32
C0069	Cardinal, Dillan	\$	520.00	\$ 3,168.08 \$ 3,688.08
C3019	Cardinal, Jennifer	\$	300.00	\$ 19,848.09 \$ 20,148.09
D0005	Desjarlais Theresa, Estate of	\$	150.00	\$ 14,313.12 \$ 14,463.12
D0016	Daniels, John	\$	150.00	\$ 143.78 \$ 293.78
D0021	Desjarlais, Clayton	\$	150.00	\$ 22.27 \$ 172.27
D0022	Desjarlais, Samantha - Estate of	\$	150.00	\$ 2,701.59 \$ 2,851.59
D0024	Drygeese, Charlene	\$	195.81	\$ 3,134.13 \$ 3,329.94
D0027	Desjarlais, Chastity	\$	300.00	\$ 3,666.92 \$ 3,966.92
D0029	Daniels, Dean	\$	105.00	\$ 975.94 \$ 1,080.94
D0031	Desjarlais, Dorothy - Estate of	\$	362.25	\$ 2,314.10 \$ 2,676.35
D0041	Dean, Kenneth - Estate of	\$	225.00	\$ 1,571.30 \$ 1,796.30
E0006	Eastman, Persis Inglangasuk	\$	150.00	\$ 64.11 \$ 214.11
E0016	Elanik, Shelly	\$	126.00	\$ 88.96 \$ 214.96
E0018	Emile, Ronnie	\$	115.50	\$ 469.62 \$ 585.12
F0005	Forrest, Christina	\$	93.30	\$ 18.21 \$ 111.51
F0014	Franklin, Linda	\$	68.00	\$ 510.14 \$ 578.14
F0033	Fort Smith Boxing Club	\$	4,300.00	\$ - \$ 4,300.00
F0042	Fudge, Christine	\$	150.00	\$ 43.96 \$ 193.96
F0044	Fraser, Dallas	\$	150.00	\$ 22.27 \$ 172.27
F0055	Fort Smith Slo Pitch Invitational Tournament	\$	200.00	\$ 1,395.05 \$ 1,595.05
F6006	NTHSSA - Fort Smith Region	\$	49,880.00	\$ - \$ 49,880.00
G0033	Gaudet, Gloria	\$	66.00	\$ 5.46 \$ 71.46
G0038	Gibot, Catherine	\$	150.00	\$ 2,055.16 \$ 2,205.16
G0050	Gauthier, Lee	\$	47.25	\$ 428.97 \$ 476.22
G0058	Gibot, Shelby	\$	260.00	\$ 1,310.50 \$ 1,570.50
G7022	Gladue, Dwayne	\$	74.46	\$ 14.46 \$ 88.92
H0001	Heron, Brian	\$	82.95	\$ 977.59 \$ 1,060.54
H0004	Heron, Jamie R.	\$	118.52	\$ 16,465.31 \$ 16,583.83
H0006	Haupt, Elaine	\$	150.00	\$ 55.81 \$ 205.81
H0014	Horn, Jeff	\$	68.00	\$ 5.62 \$ 73.62
H0022	Heron, Barkley	\$	711.75	\$ 6,438.33 \$ 7,150.08
H0028	Hudson, Daniel	\$	450.00	\$ 231.11 \$ 681.11
H0034	Heron, Kevin	\$	150.00	\$ 360.91 \$ 510.91
H0039	Hunter, Kriss	\$	105.00	\$ 446.29 \$ 551.29
H0056	Hoffman, William	\$	51.45	\$ 362.18 \$ 413.63
I0002	Isbister, Carl	\$	150.00	\$ 22.27 \$ 172.27
J0010	JVF Enterprises	\$	21.40	\$ 3.72 \$ 25.12
J0020	Janvier, Mitch	\$	358.75	\$ 1,701.90 \$ 2,060.65
K0002	Kenny, Leonard	\$	68.00	\$ 29.17 \$ 97.17
K0004	Kurszewski, Lucy	\$	50.00	\$ 16,429.63 \$ 16,479.63



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH  
BY-LAW 1036

SCHEDULE “A” FORGIVENESS OF ACCOUNTS RECEIVABLE DEBT BY-LAW Page 3 of 4				
K0013	Kleamcyk, Arrone	\$	69.36	\$ 51.44 \$ 120.80
K0015	Keyano Youth Treatment Services LTD	\$	1,284.00	\$ 1,723.98 \$ 3,007.98
K0028	Kaskamin, Dorothy	\$	783.75	\$ 21,042.65 \$ 21,826.40
K0036	Kaskamin, Clint	\$	325.00	\$ 3,487.46 \$ 3,812.46
K0041	Kiawel, Shawn	\$	2.10	\$ 0.20 \$ 2.30
L0004	Low, Kevin	\$	68.00	\$ 76.44 \$ 144.44
L0028	Landry, Richard	\$	150.00	\$ 32.80 \$ 182.80
L0031	Leigh, Dawn - Estate	\$	1,490.00	\$ 13,821.66 \$ 15,311.66
L0043	Loboka, Moses	\$	55.00	\$ 30.68 \$ 85.68
L0046	Loutitt, Desiree	\$	485.00	\$ 3,716.60 \$ 4,201.60
L0048	Lane, Christine	\$	150.00	\$ 47.83 \$ 197.83
L0049	Landry, Carmel	\$	150.00	\$ 12.36 \$ 162.36
L0050	Loutit, John J.	\$	1,153.95	\$ 9,639.67 \$ 10,793.62
L0055	Lepine, Vernon	\$	31.50	\$ 412.08 \$ 443.58
L0061	Lightning, Sherri	\$	31.50	\$ 248.09 \$ 279.59
L0065	Loutit, Paul	\$	82.95	\$ 450.26 \$ 533.21
M0039	McDonald, James	\$	68.00	\$ 4.17 \$ 72.17
M0060	McDonald, Norm - Estate of	\$	150.00	\$ 10,178.73 \$ 10,328.73
M0061	Mr Irrigation Lawn Maintenance Care	\$	5.35	\$ 0.99 \$ 6.34
M0066	Mandeville, Arlene	\$	150.00	\$ 7,835.33 \$ 7,985.33
M0069	Mobile Tech	\$	512.34	\$ 439.23 \$ 951.57
M0076	McDonald, Norm - Estate of	\$	150.00	\$ 4,914.10 \$ 5,064.10
M0078	Mandeville, Amber	\$	150.00	\$ 194.16 \$ 344.16
M0080	Mandeville, Ryan	\$	150.00	\$ 9.18 \$ 159.18
M0084	Mandeville, Shane	\$	105.00	\$ 955.04 \$ 1,060.04
M0086	Mercredi, Grant	\$	450.00	\$ 2,349.22 \$ 2,799.22
M0090	Mercredi, Donna	\$	62.10	\$ 1,033.34 \$ 1,095.44
M0094	Martin, Joanne	\$	150.00	\$ 2,098.56 \$ 2,248.56
M0116	McArthur, Bruce	\$	36.75	\$ 397.95 \$ 434.70
N0048	NWT Water Survey	\$	42.00	\$ 2.58 \$ 44.58
O0004	Oliver, Gerald	\$	7,650.00	\$ 58,538.67 \$ 66,188.67
P0033	Pelletier, Candice	\$	150.00	\$ 215.19 \$ 365.19
P0044	Pischinger, Ryan	\$	175.00	\$ 1,593.32 \$ 1,768.32
P0050	Pope, Stephanie	\$	350.00	\$ 44.16 \$ 394.16
P0051	Paton, Joseph	\$	150.00	\$ 6.06 \$ 156.06
P0063	Piche, Robert	\$	4.20	\$ 9.44 \$ 13.64
P0066	Paulson, Leslie	\$	150.00	\$ 1,694.88 \$ 1,844.88
P0071	P & T Contracting	\$	31.50	\$ 494.20 \$ 525.70
P0072	Plante, Sherry	\$	260.00	\$ 1,310.50 \$ 1,570.50
R0021	Rowe, Vernon	\$	60.00	\$ 8,833.95 \$ 8,893.95
R0029	Ruben, Ruby	\$	12.00	\$ 6.96 \$ 18.96
S0028	Pelican Pizza & Steakhouse	\$	715.44	\$ 136.66 \$ 852.10
S0034	Schaap, Dean	\$	150.00	\$ 132.39 \$ 282.39
S0047	South Slave Services	\$	25.20	\$ 232.03 \$ 257.23
S0064	Spencer D Sean	\$	106.00	\$ 11.00 \$ 117.00



THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH  
BY-LAW 1036

SCHEDULE “A” FORGIVENESS OF ACCOUNTS RECEIVABLE DEBT BY-LAW Page 4 of 4				
S0077	Shott, Leonard, Estate of	\$	300.00	\$ 84.25 \$ 384.25
S0083	Scuivioletto, Gina	\$	150.00	\$ 1,886.90 \$ 2,036.90
S0090	Sauteur, Sheila	\$	7.23	\$ 1,636.08 \$ 1,643.31
S0105	Stirrett, Tyler	\$	225.00	\$ 2,453.07 \$ 2,678.07
S0108	Sikku Mechanical	\$	15.75	\$ 90.01 \$ 105.76
T0004	Target, North Services	\$	42.80	\$ 61.58 \$ 104.38
T0013	Samok, Bernadette	\$	105.00	\$ 1,238.51 \$ 1,343.51
T0023	Target Services	\$	189.00	\$ 1,638.10 \$ 1,827.10
T0051	Tourangeau, Natashia	\$	520.00	\$ 2,166.03 \$ 2,686.03
V0013	Vermillion, John	\$	507.10	\$ 6,598.27 \$ 7,105.37
W0005	Woodward Construction	\$	32.35	\$ 6.21 \$ 38.56
W0034	Wanderingspirit, Justin - Estate	\$	50.00	\$ 736.59 \$ 786.59
W0042	Weninger, Stephen	\$	175.00	\$ 1,558.99 \$ 1,733.99
W0044	Wolki, Rhonda	\$	120.00	\$ 916.38 \$ 1,036.38
TOTAL		\$	96,430.94	\$ 493,582.94 \$ 590,013.88



## BRIEFING NOTE

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**To: Municipal Services Committee**

**Date: July 19, 2022**

**Subject: Water Meter Deposits**

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**Purpose:**

To provide Council with an update on what our municipality charges for water meter deposits and what other municipalities within the Northwest Territories charge for the same water services and power. The Town cannot make a profit on water services but does require a method of recovery to offset costs associated with residential water services.

**Background:**

The question has been raised on whether the Town of Fort Smith should collect a water meter deposit on new accounts and how long to hold those deposits. Council requested information on common practices amongst other utilities and best practices.

As the Town is working through the replacement of a significant number of water meters it is challenging to determine how many water meters are damaged due to the actions of the account holder or occupants of a building, which would result in the use of the deposit to facilitate replacement. Once we have returned all meters to an operable state it will be much easier for staff to determine when meters begin reading improperly and allow for them to go out and inspect for the cause of the issue.

Currently, new account holders pay a connection fee (\$53.35 residential) and a meter deposit at fair market value (currently \$538.40). The Town does not use the deposit to offset overdue water service accounts. The deposit is held until the account is closed and then reimbursed to the account holder.

Research was completed relating to four (4) municipalities of similar population size in the Northwest Territories. These four (4) communities all run underground pipeline sewer and water services. The details are listed below:

1. **Fort Simpson** –
  - a) Residential Connection Fee - \$0
  - b) Deposit - \$300
  - c) Refunded – When final bill is paid/account closed

2. **Hay River –**
  - a) Residential Connection Fee - \$42
  - b) Deposit -\$250
  - c) Refunded – When final bill is paid/account closed
3. **Norman Wells –**
  - a) Residential Connection Fee - \$30
  - b) Deposit - \$100
  - c) Refunded – When final bill paid/account closed
4. **Yellowknife –**
  - a) Residential Connection Fee - \$0
  - b) Deposit - \$0

As noted above three of the communities require a deposit at the time water services are connected. This deposit is held until the final bill is paid and the account is closed.

The policy of the Northwest Territories Power Corporation was also reviewed and is summarized below:

- a) Residential Connection Fee - \$21
- b) Deposit - \$300
- c) Refunded - once final bill is paid or when a good credit standing letter is submitted from a previous power company.

Council will likely want to consider options to ensure that damage to a water meter due to the actions or negligence of one account holder does not negatively impact other residents. Below are options to consider, although this is not an exhaustive list:

1. Continue with current practice, requiring a water meter deposit to offset the cost to replace a broken or tampered with water meter, reimbursing when the account is closed, or
2. Continue to require a water meter deposit what is reimbursed after a designated period on accounts in good standing, or apply to an account balance, or
3. Offset the water meter replacement cost with a change to the water consumption rates, or,
4. No deposit to open account, rather require account holder to pay for replacement of a damaged meter prior to installation, including labour and administration costs, at market value.

**Recommendation:**

For Council consideration and direction.