











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

July 20, 2021, 7:15 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. RCMP Police Report June 2021	 Fort Smith Policing Report 2021-06.pdf
D. Approval of Council Minutes a. Council Minutes 06-15	 Council Minutes June 15, 2021.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 ii. Community Services iii. Municipal Services	   Corporate Services Community Services Municipal Services Minutes 2021 July 6, Minutes July 13, 20: Minutes July 13 202
b. Enactment of Bylaws and Policies a. Bylaw 1017 Appoint a bylaw officer- Adam Wiedrick	 Bylaw 1017 Appoint a Bylaw Officer Adar
c. Appointments	
d. Mayor and Council/Board Representative Updates	
e. Administration a. Acting Mayor b. Briefing Note- Arena Propane Heaters	 BN - Arena Propane Heaters.pdf
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	

FORT SMITH
POLICING REPORT
June 2021



Fort Smith RCMP Detachment
G Division
Northwest Territories



The Fort Smith RCMP Detachment responded to a total of 180 calls for service to the Town of Fort Smith during the month of June 2021.

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 five reports of possible impaired drivers from members of the public during the month of June. Police were unable to locate the vehicle or charge the driver in three instances. In two instances, police located the driver and through investigation ended up proceeding with charges.

June 5th - Checkstop conducted on Calder Avenue at McDougal Road. 8 vehicles checked.

June 7th - Radar enforcement in school zones.

June 25th - Checkstop at Trout St. and Hwy 5. 20 vehicles checked. Police Dog Service (PDS) from YK assisted

June 26th - Checkstop at Trout St. and Hwy 5. 21 vehicles checked. Police Dog Service (PDS) from YK assisted

Several vehicles were stopped and checked for various Motor Vehicle Act Offences over the month, in all cases warnings were issued.

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.

June 2nd - Cst. HAZLEWOOD and Cst. GIBSON played pickup soccer

June 6th - Cst. GIBSON played pickup softball

June 7th - Cst. GIBSON played pickup softball

June 9th - Sgt. PETERS and Insp. LAROCQUE attended a local leadership meeting to discuss community issues

June 13th - Cst. GIBSON played pickup softball

June 15th - Sgt. PETERS attended a Town Council meeting

June 20th - Cst. GIBSON played pickup softball

June 21st - Cst. HAZLEWOOD, Cst. EMMONS and Cpl. LEDUC attended National Indigenous Day celebrations.

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

4) 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.

June 4th - Cpl. LEDUC and Sgt. PETERS attended a memorial service for Residential Schools at Breynat Hall

June 14th - Cst. EMMONS attended the community daycare and interacted with the children

June 23th - Cst. EMMONS attended the community daycare and interacted with the children

June 26th - RCMP Detachment open house - including "paint the police truck", free backpacks for youth filled with supplies / toys, PDS demonstration, detachment / police vehicle tours.

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 4 – A 62 year old man from Fort Smith was arrested and later charged with Impaired Driving offences after a complaint from a member of the public. He provided breath samples at the detachment and was released pending a future court appearance.

June 4th – A 30 year old female from Fort Smith was charged after a report of a window being smashed with an axe. She was released pending a future court appearance.

June 8th - A local young person reported being extorted online for nude photos. Investigation is continuing.

June 11th – A 35 year old man from Fort Smith was arrested and charged with assault. He was held for a JP hearing, and later released pending a future court appearance.

June 16th – A 62 year old man from Fort Smith was arrested and later charged with Impaired Driving offences after a complaint from a member of the public. He provided breath samples at the detachment and was released pending a future court appearance. The same man was previously charged on June 4th.

June 18th – Police received a report of a 29 year old man from Fort Smith who had been assaulted with a baseball bat on Marine Drive. The man was later medevaced to Edmonton due to his injuries. The investigation is ongoing.

June 21st – Fort Smith RCMP responded to a report of occupants of a residence in Fort Smith being bear sprayed. While investigating this matter a second report was received of a firearm being discharged at the residence. The investigation is ongoing. Police are encouraging anyone with information on this incident to call the Fort Smith detachment.

June 27th – Police received a call of a female in distress in the river near Mountain Portage. Police attended and upon arrival learned the female was safely out of the water. RCMP would like to remind the public to be cautious around the river due to strong currents.

We are seeing an increased number of minor “fender benders” in parking lots of local businesses. Please be cautious when entering or exiting parking spots.

The Fort Smith Detachment responded to a total of 10 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 7 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 7 calls had a positive outcome.



There were 11 calls for service relating to assaults, 2 calls of assault with a weapon or causing bodily harm, and 1 call of an aggravated assault. 1 of these files resulted in criminal charges

We would like to congratulate Cst. Jessica FRITZKE who successfully completed Recruit Field Training this month. Part of her community project was organizing and implanting our Detachment Open House on June 26th, which was a great success!

2021 - 2022 Staffing Rotation and Planning Cycle

Current Detachment Strength

- 1) Sgt. Geoffrey Peters
- 2) Cpl. Stephanie Leduc
- 3) Cst. Jordan Norstrom
- 4) Cst. Alex Hazlewood
- 5) Cst. Jason Emmons
- 6) Cst. Darryl Nadeau
- 7) Cst. Shawn Gibson
- 8) Cst. Jessica Fritzke

Sgt. Geoffrey PETERS
Detachment Commander
Fort Smith RCMP Detachment

External Distribution List:

Insp. Barry LAROCQUE – District Policing Officer

Sgt. Kurtis PILLIPOW – Acting District Advisory NCO

Documents Included:

Occurrence Statistics

Photos X 5

OCCURRENCES	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Assaults (Not including sexual assaults)	15	109	25	232
Sexual Offences	1	9	3	19
Break and Enters (Residence & Business)	0	10	5	26
Theft of Motor Vehicle	0	3	1	18
Theft Under \$ 5000.00	9	37	6	61
Theft Over \$ 5000.00	1	1	0	1
Drugs (Possession)	1	3	0	5
Drugs (Trafficking)	1	9	3	25
Liquor Act	21	62	10	62
Unlawful Sale (Bootlegging)	0	0	0	2
Causing a disturbance / Mischief (total)	31	168	19	316
Causing a Disturbance	4	17	3	42
Mischief - damage to property	6	26	4	56
Mischief - obstruct enjoyment	21	125	12	218
Impaired Driving	5	41	8	61
Other Complaints	44	291	59	525
Total Violations	129	743	139	1353
Total Calls for service	180	937	169	1742

JUSTICE REPORTS	Current Month	Year to Date	Current Month of previous year	Previous Year Total
Victim Services Referral – Accepted	2	15	1	10
Victim Services Referral - Declined	11	49	2	68
Victim Services - Proactive Referral	0	3	1	13
Victim Services - Not Available	0	0	0	0
Restorative Justice Referrals	0	0	0	0
Emergency Protection Orders (Detachment Initiated)	0	1	0	0
ODARA Reports	5	31	3	35
Prisoners Held	13	75	26	166
Prisoners Escorted	0	2	3	25
Prisoners Held non-PROS Agency	0	0	0	0
Prisoners Escorted Non-PROS Agency	0	0	0	0
Liquor Destroyed Immediately	0	4	0	2



Cst. EMMONS at the Fort Smith Daycare



RCMP Open House on June 26th



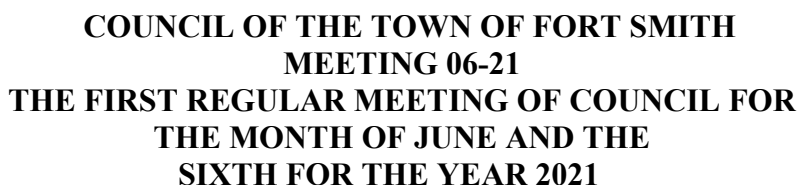
RCMP Open House on June 26th – “Paint the Police Truck”



Cpl. DUNPHY & PSD HOSS the the open house



RCMP Open House on June 26th – “Paint the Police Truck”



PRESENT:	Mayor L. Napier	Cr. L. Beaulieu
	Cr. K. Campbell	Cr. B. McArthur
	Cr. M. Couvrette	Cr. J. Cox
	Cr. A. Pischinger	Cr. C. Westwell

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

GALLERY: Sgt. Geoffrey Peters, RCMP
Dan Korver, Manager of Design and Projects; Tai Nguyenha,
Architectural Coordinator; Anita Lenoir, Lands Coordinator
Nicola O'Keefe, Grant Paziuk

Meeting 06-21 7:00 PM
June 15th, 2021 Town Hall Council Chambers

A. CALL TO ORDER & CONFIRMATION OF QUORUM

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

B. APPROVAL OF AGENDA

Administration requested adding Land Disposal Bylaw 1016.

21-152 Moved by: Cr. Westwell
Seconded by: Cr. Cox

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

C. PRESENTATIONS

a. RCMP Delegation

- i. Police Report – The RCMP Police Report for May 2021 was reviewed. Sgt. Peters advised that the detachment had a busy month with traffic initiatives and noted that it was National Road Safety from May 18-24th. He indicated that extra check-stops and radar was performed. He was pleased to advise that there were no reports of impaired driving. Further, he noted that additional radar has been performed in school zones in acknowledgement of the Town not currently having a Bylaw Enforcement Officer. He noted that the RCMP presence has been effective as they have not observed many vehicles speeding.

With respect to community relations, Sgt. Peters advised that the detachment held a community walk and run, in support of Missing and Murder Indigenous Women and Girls (MMIWG). Additionally, he noted that the RCMP participated and interacted with the community at the SLFN Fish Camp that ran from May 19-22nd.

Sgt. Peters noted that the Fort Chipewyan RCMP Detachment is responsible



for Alberta, south of the NWT Border, and that they have been having difficulty sending members up due to COVID-19. He advised that in response, the Fort Smith RCMP have been performing additional work on their behalf to provide assistance and have more of an RCMP presence in the area. He stated that Cst. Hazlewood had recently patrolled in WBNP to Peace Point.

Sgt. Peter provided an update on youth reconciliation initiatives and stated that the RCMP have participated with the Daycare, hockey, and lacrosse.

St. Peters did not have any significant notable occurrences for May to report besides a break-in that occurred at the Fort Smith Ski Club. He noted that there was not a lot of damage, and the organization is looking to have cameras installed. Additionally, he noted that there have been fewer missing persons reported due to changes implemented by the local group home.

Sgt. Peters advised that the RCMP are having an open house on June 26th from 1:00-4:00pm. He indicated that food would be served and that Northern is donating snacks. Additionally, he noted that there would be a police dog in from Yellowknife for a presentation and that kids would be able to paint the police truck with washable paint. He stated that there would be backpacks available for kids in kindergarten to grade three and that they are available for pick-up at the open house or at a later time from the detachment.

Sgt. Peters prepared a graph of historical statistics of calls for service and indicated that calls for service are close in comparison to previous years and that the prisoner count is down from last year. He advised that the RCMP make every effort relocate individuals rather than placing in cells whenever possible. Further, he noted that the RCMP are averaging 150 calls per month.

Cr. Westwell thanked the RCMP for their additional community presence with check-stops and attending community events.

Cr. Cox noted that a call was received on May 16th regarding an overdue traveller from Hay River and was pleased that there was a positive outcome in the situation but felt this situation was a good example of why cellphone service is needed between Fort Smith and Hay River. Additionally, she commended the RCMP for their increased community presence and engagement. She stated that she looks forward to the Open House.

Sgt. Peters replied that the detachment receives a few calls each month regarding individuals travelling that are overdue to arrive in Fort Smith and that frequently mechanical issues are the reason. He agreed that cellphone coverage in the area would make things easier for the RCMP.

Sgt. Peters advised that the detachment recovered and returned a stolen bike from Town Hall in June.

Mayor Napier thanked Sgt. Peters for his delegation and assistance in the community and in the absence of a Bylaw Officer.

- ii. NWT Housing Corporation DPA-014-21 – Dan Korver, Manager of Design and Projects; Tai Nguyenha, Architectural Coordinator; and Anita Lenoir, Lands Coordinator delegated on behalf of the NWT Housing Corporation regarding their development application to construct duplex bachelor units.

Mr. Korver advised that additional documents were sent to Administration for circulation to Council and asked if there were any questions. He also stated that the NWT Housing Corporation would be available for a video conference or in person meeting at a later date if requested by Council.



Administration advised that most of the information was included in the meeting package but there were changes regarding water and sewer. She noted that Council was provided the artist rendering of the duplex that was not included in the initial application.

Mr. Korver advised that the project is being facilitated from an application to the Federal Government for increased housing units that are affordable and energy efficient (25% above energy code), and that support federal priority groups including women, children, seniors, disabled, mental health, addictions, and minority. He indicated that the intention is housing the vulnerable population while maintaining close proximity of amenities. Further, he noted the development addresses the needs for singles housing and advised that as of May 1st there are thirty-four single individuals on the housing waiting list out of forty applicants.

He advised that the bachelor duplex is a new housing type for the NWT Housing Corporation and that they have built similar four-plex and eight-plex units in other communities. He continued that a duplex is being proposed based on program parameters and land availability. Further, he noted that a lot of time was spent reviewing land availability within the community that fits zoning and setback requirements. Mr. Korver advised that they have withdrawn initial application for Lot 745, Plan 416, 116 Field Street due to the being R1 Single-Dwelling Residential Zoning and have submitted a new application for Lot 911, Plan 934, 119 Field Street which is R2 Multi-Dwelling Residential which is permitted zone for a duplex. He advised that the final design for the duplex would be built through a call for design-build proposal closing end of July.

Administration replied that she was not aware that the NWT Housing Corporation was withdrawing their development permit application to build on Lot 745, Plan 416. Mr. Korver responded that this may have been miscommunication and confirmed that they are looking to cancel their application to develop Lot 745 and apply to develop Lot 911 due to compliance with zoning for a duplex.

Mayor Napier noted that there is a burnt unit on Lot 745 that the NWT Housing Corporation was planning to demolish in conjunction with their development and asked if they still plan to demolish the burnt house if building on another lot. Mr. Korver replied that if they would have proceeded with the initial site, they would have demolished the burnt unit but that they wouldn't use project funding to demolish it if they are not using that lot, and that the burnt unit isn't an asset of the NWT Housing Corporation.

Cr. Westwell noted that the issue with the original development permit for Lot 745 was that the zoning was conditional use, the lot size, and use. He noted that building on R2 alleviates the zoning issue but indicated that Lot 911 is smaller than Lot 745. Cr. Westwell stated that he understands the need for single units but felt the design looked very institutional and asked if there are alternative designs. Mr. Korver replied that the design is in indicative at this point and is a modular delivery that is affordable, adequate, and suitable housing that is energy efficient. Further, he advised that the final esthetic is to be determined by the design team and that the design could change. He noted that the artist depiction has wood siding around the entry and that the development submission has raised foundation which may not be needed in Fort Smith. He noted that once the NWT Housing Corporation has the site, they will do geotechnical work and typically the foundation would be lower to the ground. He added that other things would change through the design build process, but the drawing is a basic description of the intentions for development and not necessarily the final design.



Cr. Couvrette advised that he shares the same concerns as Cr. Westwell regarding esthetics and doesn't think this is a palatable approach for the community. He thinks the building is an institutionally styled facility within a residential area and that the goal is to integrate the tenants into the community. Further, he felt that the design would impact other residents in the area as well as property values. He thinks if the building were more appealing to appraisers that this would increase the appreciation of the tenants. He understands that there is a dire need of one and two-bedroom units but does not think institutional properties are the solution.

Mr. Korver thinks the building could be categorized as contemporary or modern and understands that the location is a family neighborhood mixed with smaller units, as well as GNWT, Federal, and Aurora College assets. He clarified that the neighborhood is a mixed use area with mixed designs. Additionally, he advised that further design work would happen through moving forward with the design build process. He noted that the lot is semi-treed, and they would keep in mind buffering and curve appeal.

Cr. Campbell thinks the building looks institutional and won't match the neighborhood. He noted that the other government housing on the street have siding not tin and that he would like units that fit the characteristics of the community. He noted that the duplex by the school has tin siding and does not match with the community.

Mr. Korver advised that he understands Council's intentions and would consider comments while moving forward with the project through the design build process. He indicated that the project focus is affordability, sustainability, and low maintenance. He understands the intention for the building to have a residential appearance.

Cr. Cox also expressed concern regarding the design esthetic and asked if the NWT Housing Corporation has a long-term plan for where units will be located in the community. She felt that it is important for housing to be diversified among the community and that it is in the best interest of the community for subsidized housing to be in every neighborhood. Her concern is that Field Street already has five NWT Housing Corporation assets and about adding more. She asked if there is a plan where to build houses as funding is received from the Federal Government.

Mr. Korver replied that the NWT Housing Corporation has embarked on a huge housing initiative in the NT and the intention is to look at what communities would like to see for housing development over time. He advised that it has been difficult to find lots in Fort Smith that are not conditional requiring Council approval. He noted that a duplex is a permitted use on Lot 911, R2 Multi-Dwelling Residential zoning. He added that he would follow up with the Fort Smith Housing Authority to engage in the planning process.

Ms. Lenoir replied to Cr. Cox's comments regarding diversifying subsidized housing into the community and appreciated her raising that point. She advised that she has been communicating with other communities considering developing new subdivisions to identify a few lots for multiplexes. She indicated that they can only scatter subsidized housing on lots with approved uses and it is challenging when lots are in zones with conditional usage.

Cr. McArthur noted that there is a huge privately-owned undeveloped lot on Wilderness Road across from Co-op housing. He felt that drawings of the building for the proposed bachelor duplex was suitable for the arctic and not Fort Smith. Ms. Lenoir requested more information on the lot. Mayor Napier replied that she would be pleased to provide information to have the land developed.



Cr. Westwell advised that the Town's Sustainable Development Advisory Board (SDAB) developed a comprehensive housing strategy and that they discussed a community housing analysis study and are working with funding available from the Canadian Mortgage and Housing Corporation (CMHC). Further, he noted that SDAB discussed identifying R1 locations that would be suitable for R2, and affordable with utilities readily available. He noted that a few lots were identified and that there is additional work to be done by SDAB regarding zoning and development. Mr. Korver replied that he would have staff involved with planning contact the Town of Fort Smith for more information.

Cr. Campbell asked if the duplex is part of the federal project to build thirty-four units across the north. Mr. Korver confirmed and advised that there is currently a design-build RFP out for the work.

Cr. Westwell thinks a design-build at that level would make customization of esthetics challenging to fit each community. He noted that residents were not happy with the esthetics of the new RCMP units built.

Cr. Campbell was concerned that the design-build contract would be awarded at lowest price and not in consideration of design. Mr. Korver replied that the RFP process allows the NWT Housing Corporation the ability to award on various components and not lowest cost.

Mayor Napier advised that she wrote a letter to Minister Chinna regarding the federal housing initiative and asked if that money is funding this project. Mr. Korver confirmed this but advised that the project ended up being funded through another federal program. Mayor Napier advised that her letter to Minister Chinna was regarding development on St. Ann's Street and that the Town does not want low-income housing grouped in one area. She noted that she is not concerned about property value in diversifying subsidized units but with residents living in institutionalized units. Additionally, she advised that she met with the leaders of the three local community governments and that they shared the same concerns about the units looking institutional and are not welcoming homes for residents in the community. She added that there are only two small windows and no seating in the kitchen area. She also thinks that units would not be accessible to residents with mobility issues. Mayor Napier hopes the NWT Housing Corporation will take Council's comments into consideration and stated that she would be glad to meet to discuss other designs and to meet with Council.

Administration advised that on May 28th an email was sent from the NWT Housing Corporation to local stakeholders regarding homelessness and the Town of Fort Smith was not included in distribution. She was disappointed that the Town wasn't included in conversations regarding homelessness and the needs of the community. She requested that the Town be included in consultation moving forward.

Mayor Napier advised that she is currently the President of the NWTAC and is often advocating to the Federal Government regarding climate change, broadband, and housing. She stated that the need for housing in Fort Smith is known, and the municipality wants to be included in the conversation to advocate for funding to different political parties. Further, she noted that the Town wants to be partners and included in discussions. She noted that the Town has representation with the local Housing Authority but also needs to be included at the territorial level.



Ms. Lenoir suggested that the NWT Housing Corporation and the Town work together at a later date to come to a resolution regarding Council’s request to not develop anymore social housing on St. Ann’s Street and regarding the placement of a playground on that vacant lot. She noted that the NWT Housing Corporation supports this and hoped that the municipality would exchange a lot for the lot on St. Ann’s Street.

Mr. Korver added that the NWT Housing Corporation is restricted on other lots to place R2 zoned units and that they would like to work with Council to identify lots to scatter them throughout the community. He noted that it would help if lots were permitted use rather than conditional and being denied approval to develop. He clarified that lots in permitted use zoning makes for a smoother process to get houses constructed in a timely manner. He added that the project is moving swiftly and that they would like to have lots cleared and prepped by the end of summer.

Mr. Korver thanked Council for the opportunity to delegate and felt that it was a good discussion he thanked Council for their comments.

Cr. Westwell noted that the Town is looking for expediency in constructing playgrounds and asked if the Town found a lot, if the NWT Housing Corporation would build a playground on the current St. Ann’s Street lot in exchange. Mayor Napier noted that there was a bylaw from 1976 that stated that the NWT Housing Corporation would not be taxed on the St. Ann’s Street lot as long as it was used for a playground and advised that the playground was removed in 2000. She noted that the NWT Housing Corporation has not paid taxes on the lot since the last three years and suggested the amount of money saved in taxes would pay for the equipment.

Administration noted that the development permit application for the construction of a duplex on Lot 911, R2 only requires administrative approval unless Council would like to place conditions on the design.

Mayor Napier thanked the NWT Housing Corporation for addressing the needs of the community and looks forward to meeting regarding development on Field Street, St. Ann’s Street and throughout the community.

Ms. Lenoir requested a timeline for approval of the development permit application for Lot 911. Administration advised that she would update her tomorrow.

D. **APPROVAL OF MINUTES**

21-153 Moved by: Cr. Cox
Seconded by: Cr. Couvrette

That the minutes of Regular Meeting 05-21 of May 18th, 2021 be adopted as presented.

CARRIED UNANIMOUSLY

21-154 Moved by: Cr. Couvrette
Seconded by: Cr. Westwell

That the minutes of Special Meeting SP-04-21 of May 25th, 2021 be adopted as presented.

CARRIED UNANIMOUSLY



21-155 Moved by: Cr. Cox
Seconded by: Cr. Couvrette

That the minutes of Special Meeting SP-05-21 of May 28th, 2021 be adopted as presented.

CARRIED UNANIMOUSLY

21-156 Moved by: Cr. Westwell
Seconded by: Cr. Beaulieu

That the minutes of Special Meeting SP-06-21 of June 1st, 2021 be adopted as presented.

CARRIED UNANIMOUSLY

E. **DECLARATION OF FINANCIAL INTEREST**

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

F. **COUNCIL BUSINESS**

- a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee

21-157 Moved by: Cr. Couvrette
Seconded by: Cr. McArthur

That the Corporate Services Standing Committee minutes from June 1st, 2021, be adopted as presented.

CARRIED UNANIMOUSLY

Review of Bylaw 346 – Cr. Westwell felt that the recommendation is religious prosecution, and that individual faith should have an influence on good governance. He does not think that Council should target religious groups and thinks this will lead to punitive measures for the volunteers of Fort Smith by having to increase fundraising efforts. He does not think the recommendation was meant to malicious but is troubling in setting a precedent. He stated that he would not support the motion.

Cr. Cox thanked Cr. Westwell for his comments and advised that she supported the recommendation and that it was not meant to be malicious or punitive to local members of the church. She noted that given time to reflect on the recommendation, that she agrees that it unfairly targets religious groups and may lead to punitive measures. She noted that Council responds to issues in Standing Committee meetings through recommendations and has to time to reflect and move forward or change their decision at Regular Council meetings. She noted that she would also vote against the motion.

Cr. Couvrette advised that he proposed the recommendation at Corporate Services due to this being an ongoing issue and the need for an apology as indicated through the TRC Calls to Action. He felt that they need to determine a way to put pressure on those inclined to apologize. He indicated that there would be financial liabilities in acknowledging and issuing an apology.

Cr. Campbell asked what lands are taxed. Mayor Napier responded that churches in the community are not taxed but supplemental buildings are.



Cr. Couvrette noted that the recommendation was to go to the Bylaw Review Committee (BRC) for further review. Cr. Westwell replied that the BRC has a large workload they are hoping to advance prior to elections and doesn't think this would be priority. Mayor Napier suggested this could be further reviewed by the Community Leadership and a joint statement could be made by those groups in addressing the TRC. She thinks its important to include local indigenous governments in a statement.

Cr. Beaulieu does not think the recommendation is targeting individuals. She thinks those that support the Catholic Church understand what was done to the indigenous people and their families and noted that their children will never be returned.

Cr. Pischinger agrees with making a statement and that it should come from Community Leaderships. She doesn't think Council should target a specific group. Mayor Napier suggested forwarding a resolution to the NWTAC and work with the FCM. She suggested working with representatives of Canada on more than land acknowledgement and do more for the people affected. She advised that she would bring this forward to the NWTAC and FCM and push for a statement.

21-158 Moved by: Cr. Couvrette
Seconded by: Cr. Beaulieu

That the Bylaw Review Committee review Bylaw 346, Tax Exemption for Certain Lands, as to not provide tax exemption until an apology is made by the Roman Catholic Church Pope to the First Nations of Canada.

OPPOSED – CR. CAMPBELL, CR. COUVRETTE, CR. MCARTHUR, CR. COX, CR. BEAULIEU, CR. PISCHINGER, CR. WESTWELL
MOTION UNANIMOUSLY DEFEATED

Council Governance Bylaw – Cr. Couvrette suggested tabling motion. Cox agreed.

21-159 Moved by: Cr. Couvrette
Seconded by: Cr. Cox

That the Council Governance Bylaw be brought to the Regular Meeting of Council on June 15th for First and Second Reading.

MOTION UNANIMOUSLY TABLED

Appointment of Acting SAO – Cr. Campbell thinks the Town needs to move forward with ongoing projects.

21-160 Moved By: Cr. Westwell
Seconded By: Cr. McArthur

That Emily Colucci, Director of Community Services, be appointed Acting Senior Administrative Officer from June 25th, 2021 at 5:00 pm to July 5th, 2021 at 8:30 am.

IN FAVOUR – CR. COUVRETTE, CR. MCARTHUR, CR. COX, CR. WESTWELL
OPPOSED – CR. CAMPBELL, CR. BEAULIEU, CR. PISCHINGER
CARRIED

2021 Capital Expenditure of Bunker Gear

21-161 Moved By: Cr. Westwell
Seconded By: Cr. Cox

That Council approves the capital expenditure of \$62,489.07 to purchase 21 sets of bunker gear from Westech Fire and Safety.

CARRIED UNANIMOUSLY



DPA-008-21 Keith Morrison Home Occupation Business

21-162 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That DPA-008-21, submitted by Keith Morrison, to operate a Home Occupation Consulting Business from Lot 0002, Block A, Plan 0209, 38 Pickerel Crescent in Fort Smith be approved.

CARRIED UNANIMOUSLY

Changing of Signing Authorities – Cr. Campbell asked if others can be signing authorities. Mayor Napier replied that the Council signing authorities have remained the same and the only changes is to the add the new Director of Community Services, Emily Colucci. She added that the Deputy Mayor is typically is signing authority and a Councillor who is available often.

21-163 Moved By: Cr. McArthur
Seconded By: Cr. Cox

That the signing authorities for the Town of Fort Smith shall be Mayor Lynn Napier, Deputy Mayor Kevin Smith, and Councillor Chris Westwell on behalf of Council; and

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

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

CARRIED UNANIMOUSLY

Property Tax Auction – Cox clarified that these are properties in arrears as of 2019.

21-164 Moved By: Cr. Westwell
Seconded By: Cr. Couvrette

That the properties in tax arrears being brought to the Property Tax Auction be offered at 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 September 28, 2021; and

That the minimum tax sale auction prices are as follows:

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

For Roll #77300 the minimum tax sale price is \$132,600.00;

For Roll #97700 the minimum tax sale price is \$168,150.00;

For Roll #101700 the minimum tax sale price is \$43,875.00;

For Roll #140330 the minimum tax sale price is \$90,300.00;

For Roll #141345 the minimum tax sale price is \$24,500.00;

For Roll #141690 the minimum tax sale price is \$228,800.00;

For Roll #142450 the minimum tax sale price is \$196,700.00; and

For Roll #159600 the minimum tax sale price is \$849,400.00.

CARRIED UNANIMOUSLY



Community Services Standing Committee

21-165 Moved By: Cr. Couvrette
Seconded By: Cr. Pischinger

That the Community Services Standing Committee minutes from June 8th, 2021 be adopted as presented.

CARRIED UNANIMOUSLY

Canada Day Road Closures – Cr. McArthur noted that the parade route is backwards, and that Wapiti hasn't been included. Administration suggested adding Wapiti Street to the recommendation.

21-166 Moved By: Cr. Campbell
Seconded By: Cr. Cox

That Council approve the following road closures for the Canada Day Celebrations 2021;

That Marine Drive adjacent to Riverside Park be closed to traffic on July 1st, 2021 from 10:30 am to 6:00 pm for the Canada Day Celebrations; and

Furthermore, that the following road closures occur for the Canada Day Parade from Portage Avenue in front of the RCMP Compound to the corner of McDougal Road, along McDougal Road from Portage Avenue to Wapiti Street, from Wapiti Street along Marine Drive to Mills Street from 10:45 am to 12:00 pm.

CARRIED UNANIMOUSLY

Municipal Services Standing Committee

21-167 Moved By: Cr. Couvrette
Seconded By: Cr. Pischinger

That the Municipal Services Standing Committee minutes from June 8th, 2021 be adopted as presented.

CARRIED UNANIMOUSLY

Briefing Note Playground Equipment Purchase 2021 – The briefing note was reviewed. Administration added a supplemental briefing note to the first briefing note that was previously reviewed. Cr. McArthur asked if they could include purchasing playground equipment for the lot on St. Ann's Street. Administration replied that the Town does not own the lot. Cr. McArthur asked in consideration of switching lots with the NWT Housing Corporation, who would purchase the playground equipment for St. Ann's Street. Mayor Napier advised that this would need to be decided by Council. Cr. Westwell does not think the NWT Housing Corporation will purchase the equipment and thinks it will take time to exchange lots but asked if a lot could be found quickly, if could be swapped in principle to have the playground equipment installed by the installer during at the same time as the other playground installations. Additionally, he thinks that ministerial approval will be needed exchange lots but thinks there are ample funds for capital infrastructure to purchase the equipment in advance and that he would support adding additional playground equipment to the motion even if it is unable to install right away. Administration replied that the playground equipment needs to be fabricated which takes four to six weeks and that the installers would arrive in July for installation.



Cr. Couvrette requested an amendment to the motion for the CRC playground equipment to be purchased and installed for St. Ann's Street rather than the CRC. He thinks Council should review the CRC playground separately if there is a need for equipment there. Cr. Campbell agreed that he supports purchasing equipment for Kay Fergusson Park and Kid City Park but not the CRC and does not support having the equipment fenced. He also doesn't think a playground should be installed at the Daycare that isn't accessible to children not attending the program. Mayor Napier noted that the Daycare equipment is separate than the CRC equipment and that ECE regulations require daycare equipment to be fenced for the children not to enter the parking lot. She also believes that the CRC equipment will not be fenced.

Cr. Cox asked if the Daycare equipment could be accessible to the public when the Daycare is closed. Additionally, she stated that she would love to allocate funding to purchase additional play structures but is hesitant to purchase playground equipment for a lot the Town does not own.

Cr. Couvrette thinks St. Ann's Street should be a priority for playground equipment. Cr. McArthur agreed and would like to see equipment placed there before the end of Council's term.

Mayor Napier noted that the briefing note indicates that the playground would be accessible to the public during hours the Daycare is not running.

Administration advised that the structure identified for the CRC may not fit on St. Ann's Street lot as the neighboring duplex's driveway encroaches the lot. Further, she noted that the CRC equipment would be placed in the greenspace between the CRC and Museum and would not be fenced. She noted that the Daycare equipment will be fenced due to ECE requirements, and that the Town applied for funding for the equipment. She noted that the Daycare only has small equipment that needs replacement more frequently. She added that the fence will have a gate to contain the children attending but will not be locked. Administration noted that the skatepark is currently fenced and recommended the fence be removed once CRC renovations/construction is complete. She noted that a local contractor will be delivering temporary fencing for the skatepark to be accessible this year.

Cr. Pischinger suggest waiting for the funding from ECE before purchasing the Daycare equipment. She noted that the Daycare should be at no cost to taxpayers and self-sufficient. She noted that the Town only needs the Daycare until another organization starts one up. Further, she noted that she supports purchasing playground equipment for St. Ann's Street and thinks Council should be proactive in making it happen.

Cr. Westwell advised that he would support adding purchasing equipment for St. Ann's Street and noted that Blue Imp equipment last twenty-five years.

Administration advised that they could continue to purchase smaller disposable play structures for the Daycare if not purchasing equipment now. She noted that there is opportunity to purchase as part of the capital project but they could wait to hear from ECE. Further, she felt that outdoor recreational equipment is essential to community health and wellness.

Mayor Napier advised that the Fort Smith Metis Council has indicated that they plan to build a daycare and agreed that the Town could use more than two daycares. She noted that the equipment could be used for twenty-five years and accessible to the community. Further, she agreed that playground equipment is needed on St. Ann's Street. Mayor Napier thinks the Community Plan needs to be changed to allow for playground equipment in developed areas. She added that she would work with the NWT Housing Corporation regarding installing playground equipment on St. Ann's Street and noted that she had previously addressed the Minister of the NWT Housing Corporation regarding this.



Administration suggested purchasing a chinook and swing-set, plus installation, for the St. Ann's Street playground. Cr. Westwell and Cr. Cox agreed to amend the motion.

Cr. Cox asked if there are adequate CPI funds for the additional equipment and if plans didn't work out to place the equipment on St. Ann's Street, where the equipment would be placed. Administration confirmed this and suggested the equipment be placed at one of the other five different playgrounds in the community.

Cr. Campbell asked if there could be local involvement in purchasing and if a tender could be put out to Fort Smith businesses. He doesn't think they should be excluded due to the purchase being over \$100,000. Cr. Westwell replied that the Town does not have BIP process, approval process, or business holder for playground structures. He is unsure how a competitive process could be fairly evaluated beyond price.

21-168 Moved By: Cr. Westwell

Seconded By: Cr. Cox

That the play structures identified for Kid City Park and Kay Fergusson Park be purchased as per the 2012 Park Development Strategy from Blue Imp at a cost of \$184,164.50, including freight and installation; and that \$35,000 be transferred from the CPI Reserve to G/L 8-2-0551-570 Parks and Playgrounds to support this purchase; and

That the play structures identified for the CRC be purchased from Blue Imp at a cost of \$96,646.75; and that \$97,000 be transferred from the CPI Reserve to G/L 8-2-0551-582 TAG Report – RCC (CRC Renovations) to support this purchase; and

That the play structures identified for the Daycare be purchased from Blue Imp at a cost of \$26,152.75; and that \$27,000 be transferred from the CPI Reserve to G/L 8-2-0551-582 TAG Report – RCC (CRC Renovations) to support this purchase; and

That \$50,000 be transferred from CPI Reserve to G/L 8-2-0551-570 Parks and Playgrounds to support the purchase of playground equipment on St. Ann's Street.

CARRIED UNANIMOUSLY

DPA-009-21 Jeremy Beamish – Pischinger asked if two water and sewer lines would be installed for the duplex. Administration replied that they are discussing this internally and will examine to come to a decision. She noted that they would contact an engineer if required.

Cr. Westwell believes that Council supported installing individual water and sewer lines to prevent blockages and points of failures. Cr. Campbell agreed with installing two water and sewer lines from the main for each unit of the duplex. He noted that the Town does not currently have design standards and to ensure best practice.

Cr. Cox clarified that the Water and Sewer Bylaw 705 requires separate service pipes on each duplex from the main. She understands the concern of digging up the road but noted that the NWT Housing Corporation intends to construct a duplex on Field Street as well. Mayor Napier clarified that a duplex sits on one lot and a semi-detached dwelling is on two lots.

Cr. Campbell requested an amendment to the motion to have a water and sewer line installed for each side of the duplex. Cr. Westwell moved the amendment for separate lines. Cr. Couvrette and Cr. Cox were in agreement.



21-169 Moved By: Cr. Couvrette
Seconded By: Cr. Cox

That DPA-009-21, submitted by Jeremy Beamish, to construct a duplex in an R1 Zone on Lot 1636, Plan 2908, 104 Field Street in Fort Smith be approved with requirements of two water and two sewer services connected to the main and pending meeting all zoning requirements.

CARRIED UNANIMOUSLY

21-170 Moved By: Cr. Westwell
Seconded By: Cr. Cox

That the meeting be extended beyond 10:00 pm.

CARRIED UNANIMOUSLY

DPA-004-21 Armando Berton – Administration advised that Mr. Berton would like to delegate to Council at the Corporate Services Standing Committee meeting in July. Cr. Couvrette moved tabling the motion. There was no seconder to table the motion.

21-171 Moved By: Cr. Campbell
Seconded By: Cr. McArthur

That DPA-004-21, submitted by Armando Berton, to relocate a Wood Structure/Building to a TC Zone on Lot 39, Plan 14, Fort Smith, 88 Breynat Street in Fort Smith be rejected pending Lot 39, Plan 14, 88 Breynat Street in Fort Smith be thoroughly cleaned, remediated, and free of contaminants suitable to Administration at the applicant's cost; and

That the proposed Wood Structure/Building be independently verified for fitness and compliance by professional(s) suitable to Administration at the applicant's cost.

IN FAVOUR – CR. CAMPBELL, CR. COUVRETTE, CR. MCARTHUR, CR. COX, CR. BEAULIEU, CR. WESTWELL
ABSTAINED – CR. PISCHINGER
CARRIED

DPA-014-21 NWTHC – Mayor Napier noted as per the NWT Housing Corporations delegation that DPA-014-21 to construct duplex bachelor units on Lot 745 was withdrawn. She noted that they have submitted a new application to build on Lot 911 in R2 zoning which requires administrative approval unless Council dictates otherwise. She noted that the Town does not currently have design standards.

Cr. Westwell thinks the lot they are proposing to develop is too small and would like to see if setbacks can be achieved. He requested Council be briefed on their development plans.

Cr. Campbell thinks the NWT Housing Corporation should delegate respective to their application. Administration thinks further delays could result in losing important housing development.

21-172 Moved By: Cr. Couvrette
Seconded By: Cr. Westwell

That DPA-014-21, submitted by the NWT Housing Corporation, to construct a duplex in an R1 Zone on Lot 745, Plan 416, 116 Field Street in Fort Smith be approved pending meeting all other zoning and water & sewer requirements to the satisfaction of Administration.

MOTION WITHDRAWN



NWTHC Delegation

21-173 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That the NWT Housing Corporation delegate to Council regarding DPA-014-21 NWTHC Home Construction Duplex in R1 Zone.

CARRIED UNANIMOUSLY

b. Enactment of Bylaws and Policies

Land Disposal Bylaw 1016 First Reading – Administration advised that the lot is adjacent to the purchaser's house.

21-174 Moved By: Cr. Westwell
Seconded By: Cr. Couvrette

That Land Disposal Bylaw 1016 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 dispose of the lands described hereunder, and

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

1. THAT the Municipal Corporation of the Town of Fort Smith is hereby authorized to dispose of to **Trevor Campbell** a freehold interest or fee simple title in the following parcel of land: the whole of **Lot 1736, Plan 4330, 450 Calder Avenue in Fort Smith**, in consideration for the sum of **fifty-two thousand, five hundred, ninety dollars and 30 cents (\$52,590.30)** plus transfer costs.
2. THAT the Mayor and Senior Administration Officer of the said Municipal Corporation of the Town of Fort Smith, or lawful deputy of either of them are hereby authorized in the name and on the behalf of the Municipal Corporation of the Town of Fort Smith, to execute all such forms of application, deeds, indentures, and other documents as may be necessary to give effect to this Bylaw and to affix thereto the corporate seal of the Municipal Corporation of the Town of Fort Smith as the act and deed thereof, subscribing their names in attestation of such execution.
3. THIS Bylaw shall come into effect upon receiving Third Reading and otherwise meets the requirements of the Section 54 of the Cities, Towns and Villages act.

CARRIED UNANIMOUSLY

Land Disposal Bylaw 1016 – Second Reading

21-175 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That the Land Disposal Bylaw 1017 be given Second Reading by title only.

CARRIED UNANIMOUSLY



c. Mayor and Council/Board Representative Updates

- i. Cr. Campbell – Cr. Campbell expressed concern with the contractor for the Water and Sewer Infrastructure Replacement Project being in the community for over a week and not starting the project.

Cr. Campbell noted that there are more vehicles being placed on the side of the road at Mr. Berton's properties.

Further, Cr. Campbell noted that something needs to be done about potholes and unsightly lands. He advised that the Town needs an immediate Bylaw Officer and suggested bringing back the former Bylaw Officer.

- ii. Cr. Beaulieu – Cr. Beaulieu congratulated the graduates from PWK High School and the Aurora College.

- iii. Cr. Pischinger – Cr. Pischinger also congratulated the graduates and reiterated the concern about potholes, specifically at the intersection of Calder Avenue and McDougal Road towards the airport.

Cr. Pischinger suggested that Council request additional information about businesses through the application process.

Cr. Pischinger thinks that only emerging issues should be brought forward as last-minute agenda additions and noted that there have been many last-minute additions. Further, she noted that Council has not issued public responses to concerns brought forward in delegations and thinks this should be done.

Lastly, Cr. Pischinger advised that the Pfizer COVID-19 Vaccine is available for youth 12 to 18 years old, and that the vaccine is being administered in PWK High School tomorrow from 9:00 am to 12:00 pm.

- iv. Cr. Westwell – Cr. Westwell advised that there was an incident before the last Municipal Services that resulted in a close call to his family being hit by a driver due parking and traffic infractions, along with lack of sidewalks and parking on easements. He would like the Town to make more sidewalks.

- v. Mayor Napier – Mayor Napier has heard comments regarding the traffic bylaw and noted that it was planned for review this year. She thinks Council needs to prioritize this. She noted that the airport had offered a lot for industrial usage a few years ago and suggested this could be utilized for RV storage.

Mayor Napier advised that the Town has been working with local indigenous governments regarding planning for Aboriginal Day and asked if Councillors would be available to assist with cooking. Mayor Napier advised that she would update Council on the conversations with working groups at the Corporate Services meeting in July.

Mayor Napier congratulated the new leaders of the Tlicho Government and noted that two women Chiefs were elected.

Mayor Napier congratulated PWK High School and Aurora College graduates and was honoured to be a part of their graduation ceremonies and to speak with the Aurora College President while he was in Fort Smith. She noted that he indicated that he plans to come to Fort Smith more often.



Mayor Napier advised that she would not be running for Mayor again but would be running for Council next term. She noted that she is a member of the FCM in increasing women's participation in government and encouraged women to run for mayor.

Administration advised that the Town was asked to help coordinate Aboriginal Day and requested Council to contact the Director of Community Services if able to assist.

Administration noted that they would begin interviewing for the Bylaw Officer position shortly and performing more community education. She was pleased to see local interest in the Bylaw Officer position. Further, she noted that the Town would be issuing a public service announcement regarding parking along roadways and unsightly lands. She stated that prolific offenders would be given notification.

In regard to the Water and Sewer Infrastructure Replacement Project, Administration advised that the contractor would be using a camera/flusher. She noted that their start up meeting is tomorrow.

Further, she noted that materials to repair potholes were late arriving.

G. ABSENCE OF COUNCIL MEMBERS

21-176 Moved By: Cr. Cox
Seconded By: Cr. Pischinger

That Cr. McArthur and Cr. Campbell be excused from the Corporate Services Standing Committee Meeting on June 1st, 2021.

CARRIED UNANIMOUSLY

21-177 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That D/M SMITH be excused from the Regular Meeting of Council on June 15th, 2021.

CARRIED UNANIMOUSLY

H. DATE OF NEXT COUNCIL MEETING

Corporate Services Standing Committee Meeting – July 6th, 2021
Community and Municipal Services Standing Committee Meetings – July 13th, 2021
Council Meeting 07-21 – July 20th, 2021



I. **ADJOURNMENT**

21-178 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That the meeting be adjourned at 10:37 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 20th day of July, 2021.

Mayor Lynn Napier

Certified Correct by the
Senior Administrative Officer Cynthia White

J. **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 Committee
Tuesday, July 6, 2021, at 7:00 pm

Chairperson: D/M Smith
Members: Mayor Napier, Cr. Westwell, Cr. Pischinger, Cr. Beaulieu, Cr. Couvrette, Cr. McArthur
Regrets: Cr. Cox, Cr. Campbell
Staff Present: Cynthia White, Senior Administrative Officer; Obrian Kydd, Director of Corporate Services; Josée Hazlewood, Executive Secretary
Guests:

1. Call to Order

D/M Smith called the meeting to order at 7:00 pm.

2. Review

- a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. McArthur

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

- a. Minutes – The Corporate Services Standing Committee Minutes of June 1, 2021, were reviewed and adopted at the Regular Meeting of Council on June 15, 2021.
- b. Vision and Values– The Vision and Values were reviewed.
- c. Strategic Plan – The Strategic Plan was reviewed.

3. Governance

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

i. Bylaw Review Committee

Cr. Couvrette stated that the BRC minutes were just reviewed and should be in the next meeting package. He stated that the committee wanted to go through the service interruption bylaw and make sure it is up to date with current expectations and limitation. He added there was talk to review the traffic bylaw regarding posting speed limits within town and that Administration would work on a briefing note to bring to Council.

ii. Communications Committee

Administration stated that they spoke at the meeting about the newsletter regarding topics for it and social media posts. She added that in the august newsletter they wanted to highlight the upcoming elections and the installation of playgrounds that will happen in August across the community. She added that the committee spoke about the 55th anniversary of the town of Fort Smith and what the town is planning on doing for festivities. She stated there was a lot of talk of using more social media and posting some “did you know” and posts about actions that are being taken in the community.

iii. Fire Abatement

Administration stated the call for funding from ENR just came up. She stated that they are focusing on the some of the part of the community for the wildfire plan.

iv. Community Recreation Center

Administration stated that Pete's gym is closed. She stated that they are just waiting on some final flooring in the basement to be installed. She stated they have finished putting in Wi-Fi access points in the basement. She advised that the staff is excited for the virtual access in the fitness room for classes. She added that they should be starting in the next couple of weeks on the second floor of the building. Cr. Westwell stated that Council should have a tour to see it now with the new updates. Administration stated they could do a tour at the next Steering Committee meeting.

v. Truth and Reconciliation Commission

Administration stated that one of the things they want to do is twice a year have a briefing note on actions they have been taking. She added that they will have a briefing note in August. She stated that our organization really has stepped up on how they partner with the Indigenous Governments. Mayor Napier stated that she has continued to meet with the 3 Indigenous Leaders and the town is very supportive with their plans. She stated that the town worked with them to draft an appropriate letter for Canada Day. D/M Smith stated that one of the things they need to talk about is the changing of street names. Mayor Napier said she would bring it up to the next leadership meeting. Cr. Couvrette stated that the recent EDAB meeting did not have quorum, and it was not formal but there was discussion of the possibility of renaming the community. He stated that it could be a step forward in the TRC.

4. Director's Report

The Director provided a report on the operations of the Corporate Services Department. The director stated that notices are being sent out for taxpayers that are behind on payments. He stated that they would send out legal letters and that the process is done every year in July. He stated that the staff has done a great job with getting all the outstanding utility bills and following up with those accounts. He stated that they do not have any residential outstanding bills of 4 months or more. Administration stated that corporate services will be working on a new payroll system. She added they will be putting out a tender out for the repairs or replacement on water meters in town. She stated they are not getting the right data from some water meters which is why they need these repairs done or replacement.

a. Accounts Paid List – The Accounts Paid List from June 2021 was reviewed.

b. Correspondence – The Correspondence from June 2021 was reviewed.

c. License Report – The License Report from June 2021 was reviewed.

5. Bylaw/Policy Review and Development

a. CHBRC Recommendation

Cr. Westwell thanked the committee and Mr. Prior for an excellent document. He stated that he disagrees with the recommendations. He stated he does not think it should be a full time Mayor. He does not think in long term it is a stable solution. He stated that he does not think it is fair for people that do not want to leave their work to be Mayor full time. He added he also understands if it is the other way around. He stated he thinks it is nice to see a change in the honorarium for Deputy Mayor. Mayor Napier stated that after being in the position for six years, she does feel there is a need to have a full time Mayor.

She added that the Administrative Assistant is busy doing minutes throughout the month and the SAO is extremely busy. She stated that she does not think all the work could be done by a municipal employee unless you hire another municipal employee. She stated that she thinks there would be more candidates running knowing it was a full-time position and that not a lot of jobs can be turned into part time. Cr. Couvrette advised that they are looking at this being a big change. He stated that even if they bring it forward for recommendation there would be a minimum of thirty days for the second and third reading to give a chance to community members to bring any concerns with this bylaw. Administration wondered if there would need a new bylaw and if the recommendations could all be done separately. Cr. McArthur stated he has been in Fort Smith his whole life and they use to have a full time Mayor. He stated all the people that ran for Mayor in the past did not run for the money and they ran for the love of the town. He stated he is stuck whether it should be part time or full time, but he thinks that maybe the new Mayor can decide themselves when they are elected. Cr. Beaulieu stated she is thinking both ways. She stated if they are here to work with the community then great and if it is a half day it is also ok but not sure if someone would want to do full time if they do not have anything after the three years to go to in terms of employment. Cr. Pischinger stated that whoever runs for Mayor does it for the town and not money. D/M Smith stated that he sees two sides of it specifically with the Mayor recommendation. He stated most of the town would not be able to do their current job as part time. He personally does not support the council honorarium being increase as he does not think it is needed. He added he thinks that the councillor that is the chairperson should receive more money. He stated that the community leadership is full time and the Mayor is in disadvantage for dealing with the community when only being part time. Mayor Napier advised that for the Mayor there is no Employment Insurance so once you are done the position you need to find employment right away. Cr. Westwell stated he does not have an issue funding a full time position. Cr. Westwell stated that he thinks the vision that people expect is not the reality.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Mayor Napier

That the Mayor of the Town of Fort Smith shall be considered a full-time commitment of 35 hours per week.

- a. An honorarium in the amount of \$99,000 and Group Benefits consistent with other full-time employees of the Town.**

4 Favor

3 Opposed

Carried

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Westwell

That the Deputy Mayor or duly appointed Acting Deputy Mayor receive an annual base honorarium equal to one-and-a-half times the honorarium paid to Councillors.

CARRIED UNANIMOUSLY

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Mayor Napier

That the annual base honorarium of Councillors be set at \$7,500.00 annually or \$625.00 monthly. The By-law detailing Council Honorarium should be reviewed during the last year of each term, or if the review does not occur, then there shall be an increase of 2% which will take effect the following term.

The daily meeting per-diem rate for each Councillor and the Deputy Mayor remain set at \$100.00 for attendance at official meetings as defined in Bylaw 1003.

Each Councillor and the Deputy Mayor remain entitled to reasonable childcare expenses to a maximum of \$2,000 per annum per Member, as outlined in the existing Bylaw 1003.

2 Favor

4 Opposed

Motion defeated.

Cr. Couvrette stated that the third item should say “all duly elected officials” that way the Mayor could also have child care expenses covered. He advised he doesn’t see why the Mayor should be excluded from it. He added that all the Council meetings and Special Meetings are in the evenings. D/M Smith wanted to clarify that Cr. Couvrette wanted to change the third item to read all duly elected officials are entitled to reasonable childcare expenses. Cr. Westwell stated that he is in support of half of it. He stated he does agree in principle of reasonable childcare expenses. He stated that they receive a good amount for the attendance of meetings and thinks it is fair and that he supports a second recommendation. Mayor Napier believes that the \$100 per meeting has been the same for the past thirty years. She stated that she does not think the increase is extreme. Cr. McArthur stated that there is three recommendation and if this were voted against, could they bring only one of the recommendations forward again. Cr. Westwell stated he has wanted to see changes and the base rate stay the same, but that council should be reflected on extending the honorarium of other extended meetings they are expected to attend.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Westwell

That each duly elected official of the town of Fort Smith be entitled to reasonable childcare expenses to a maximum of \$2,000 per annum per Member, as outlined in the existing Bylaw 1003.

CARRIED UNANIMOUSLY

Cr. McArthur stated that Cr. Westwell made a good point that Councillors should be paid accordingly while being in committees. Cr. Westwell stated he supports it but is not sure how you could budget it. He stated he thinks it would be great and would allow participation but how could you budget it. Cr. Couvrette agreed with both councilors and stated that the number of hours he has put in all committees are a lot. He stated maybe they could do something monthly or annually for certain committees.

6. Administration

a. Briefing Note- Single Unit Duplex

Administration stated that both DPA’s were brought forward because of how Council feels on the construction in the town in regard to housing. She stated there was a change in the location of the duplex and that they would like to build on Lot 911, Plan 934, 119 Field Street in Fort Smith.

SAO stated that the president of Housing Corporation said that the drawings are basically what the town will get and there will not be much room for any changes. She stated the property is zoned R2, Multiple-Dwelling Residential.

She stated Because of the feedback received from the public concerning recent NWTHC's constructions not fitting within the vision of Council and the public, new NWTHC's developments are being referred to Council (acting as the Development Officer), Zoning Bylaw 936, s3.4(4.), so that the will of the Mayor and Council, and the public are reflected in new NWTHC's developments. The applicant is knowledgeable of the Town's Zoning Bylaw and amendments. There are already Multi-Dwelling Residential buildings in close vicinity of this proposed new development. The applicant has indicated their willingness to meet with the Mayor and Council and affected neighbours to alleviate any concerns. The administration cannot determine the impact of traffic, noise, or any other social changes to this neighbourhood's characteristics due to this proposed conditional development. D/M smith wanted to clarify it was on commissioner's land. Administration confirmed. Mayor Napier stated that the feedback she received on the single unit application is that there could be minor look in feel changed. She stated that if Council does not want to approve, these units would be moved to another community.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Westwell

That DPA-018-21, submitted by NWT Housing Corporation, to construct a duplex in an R2 Zone on Lot 911, Plan 934, at 119 Field Street in Fort Smith be approved pending meeting all other zoning and water & sewer requirements to the satisfaction of Council.

Cr. Couvrette stated that looking at the details of the application it seems the unit will be on a raised foundation with chain-link fencing for skirting. He stated that if someone else wanted to make an application like this with the lack of detail would Administration approve such an application. Administration stated there is nowhere that it says they cannot have that specific design. She stated that there is potential they lose these units if they waste their time on the look of the units. Cr. Couvrette stated he understands that we are in desperate need. He stated that the design being presented is lack of details and looks like it is for a much more northern area. He stated he finds it difficult to look at an incomplete application and that it does not suit our community need. Cr. Westwell stated that Council does not normally see that level of comprehended drawings. He stated he worked a lot with SDAB for working on housing needs in Fort Smith. He added that there was big need for bachelor units. He stated he does not like the look of it or the size of the lot but it is zoned correctly and wondered if council would tell other people they don't like their house design. He stated his largest concerns is that the town needs these units, and they will lose them if they dwell on the designs. Cr. Pischinger stated she has a problem with esthetics and all, but the town has a need. Cr. Couvrette stated he thinks that housing corporation should come delegate. Administration stated that housing unit survey is being done. Mayor Napier stated that the president of housing corporation suggest they have a meeting with the Mayor and that she can request attendance from them at their next council meeting.

CARRIED UNANIMOUSLY

b. Briefing Note – Two Story Duplex

Administration stated that NWT Housing Corporation (NWT HC) has submitted a Development Application to erect a residential duplex, DPA-019-21. NWT HC would like to build a two-story unit duplex on 50% of Lot 702, Plan 321, 70 St. Ann's Street in Fort Smith. She added that the remaining 50% of Lot 702, Plan 321, 70 St. Ann's Street will be set aside for a future duplex development. She advised that NWT Housing Corporation owns the property. She stated there are drawings attached of the unit and it is an up and down unit. She added that on the last part of the briefing note is it a larger lot then across the street on St. Ann's St.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Westwell

That DPA-019-21, submitted by NWT Housing Corporation, to construct a duplex in an R2 Zone on Lot 702, Plan 321 (50% of lot pending subdivision) at 70 St. Ann's Street in Fort Smith be approved pending meeting all other zoning and water & sewer requirements to the satisfaction of Council.

CARRIED UNANIMOUSLY

Cr. Westwell asked where the playground would be on St. Ann's. Administration confirmed it would be across the street. Mayor Napier stated that one of the topics she spoke to with the president of Housing Corporation was regarding the proposed playground and looking at a swap for other properties in the community. She stated that in her letter to the minister she brought up the density of housing on St. Ann's St. She added that if Council is looking at swapping lots that they should look at putting multi housing units in another part of the community. Cr. Couvrette stated that this application is two- and three-bedroom units. He asked if housing should be looking at what our need is in the town. Mayor Napier stated that the biggest need in Fort Smith is one- and two-bedroom units. Cr. Westwell stated he thinks some housing is better than no housing even if he does not approve of the design.

c. Briefing Note- DEA Elections

Administration stated that previous council has requested administration find out information on elections. She stated that with the inception of the local education authority a ministerial exception was granted for Fort Smith to allow for the Indigenous governments (SRFN and FSMC) and the Town to hold equal representation, which was done through appointment (3 representatives each for a total of 9). She stated that the current Council has expressed an interest in holding a general election for the Town's three DEA members, which would be held in conjunction with the municipal election going forward. She stated with discussions with MACA and the SSDEC, there is nothing prohibiting Council choosing to appoint their members through an open election process. She advised that the Mayor and SAO have notified the SRFN and FSMC of the potential for this transition to elected representatives and they have no objection to the Town making this change, however, both organizations have indicated that they will continue to appoint their representatives.

RECOMMENDATION

Moved by: Cr. Westwell

Seconded by: Mayor Napier

That elections be held for the town DEA Membership in conjunction with Municipal elections.

CARRIED UNANIMOUSLY

- d. Briefing Note- MACA CPI Funding

RECOMMENDATION

Moved by: Mayor Napier

Seconded by: Cr. Couvrette

That Council approves the CPI Funding Contribution Agreement with MACA for fiscal year 2021-2022 in the amount of \$1,632,000.00.

Administration stated there was a slight increase with a top up of last year.

CARRIED UNANIMOUSLY

- e. Briefing Note- CWWF Project Engineering Services Contract Extension

Administration stated that over the past several years, the Town has undertaken a significant amount of water and sewer repair work to upgrade 70-year old infrastructure along McDougal Road. She stated that in the 2018 Capital Plan, Council approved \$5 million for this project, which included \$3.75 million in Federal Clean Water and Wastewater Fund (CWWF) and the Town's required contribution of \$1.25 million. She advised that at the time of awarding the construction contract an additional \$500,000 was added to the budget. As engineering work has extended beyond the original contract, an additional \$258,246 was added to the budget in 2020. She stated that as the project was not completed in 2020, additional Engineering Services is required for the 2021 construction season. She added that the cost is estimated at \$117,452 plus GST, which includes a 3% cost of living increase as per the contract. She stated that it is important to note that this is not a fixed cost but rather an estimate based on an hourly rate and the anticipated requirements for Engineering Services is for half time work over a 90-day schedule. She advised that if Rowes construction complete the work prior to the end of the 90-day period then billing by AECOM will be less. The potential for these additional costs was anticipated, and the Construction Contract allows for Liquidated Damages to be charged to the Contractor for any costs incurred by the Town for work extending beyond the contract end-date. Outstanding work includes addressing deficiencies in underground water and sewer infrastructure installation, culvert installation, ditching, and paving.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Mayor Napier

That Mayor and Council approves increasing the value of the AECOM Engineering Services contract extension by \$117,452 plus GST.

CARRIED UNANIMOUSLY

- f. Briefing Note- Available Properties for NWTHC

Administration stated that Council has shown a preference not to developed 69 & 71 St. Ann's; Lot 720A & Pt 719A Plan 2895 – by having it remain a Park. She stated in 2019, Council also was not favouring the NWTHC developing multiple-dwelling properties at 26 Whitford Road, Lot 1626 Plan 2895. She advised as a result, the Administration has identified two lots in a yet to developed area that may be considered a fair trade between the NWTHC and the Town of Fort Smith, which may directly resolve the address of limiting R2 development. She stated that the town looked at options for possible trades. She added that 13 Wanderingspruit St has been identified but it is an R1. She stated that if Council wants to make it a R2 zone then it may be more appealing to NWTHC. She added that 27 Whooping Crane Crescent is another option but may have to do more research as it may be something they have to discuss more on how they dispose of this property. She stated that 57 Caribou Crescent is another option as it is currently without a development.

She stated that other options are to look at the Westgrove subdivision on Calder. She advised there was two larger lots on Calder that would be good for development. She stated there is also privately owned lots that they could consider. She advised there is one on St. Ann's St as well as 24 Tamarac which is a property that has outstanding taxes and is unlikely the town would ever get all their taxes back. Cr. Westwell stated that the lots on Calder would make sense for duplex units.

He stated he thinks it is great and close enough for services and green spaces. He supports the two lots on Calder which is 1738 and 1739. He stated that it is great as it has sidewalks and green space and another location that has not been tightly packed with housing. (see Briefing Note – Available Properties for NWTHC)

RECOMMENDATION

Moved by: Cr. Westwell

Seconded by: Mayor Napier

That the Town of Fort Smith engage in discussion to trade lots with NWT Housing Corporation for lot 1626 plan 2895 trade for lot 1738 plan 2895 for lot for 26 Whitford St from NWT Housing Corporation for 448 Calder Ave and that it be considered for R2 zoning.

CARRIED UNANIMOUSLY

RECOMMENDATION

Moved by: Cr. Westwell

Seconded by: Mayor Napier

That number 69 and number 71 St Ann's st Lot 720A AND Lot 719A Plan 2895 also be traded for 446 Calder Ave Lot 739 Plan 2895 and that Lot 1739 be considered for R2 zoning and the oversight of bylaw for playground be reviewed

CARRIED UNANIMOUSLY

g. Acting SAO

Administration stated she will be away with family for the first two weeks of august. She advised that it will be from August 2nd to August 11th. She stated that Emily Colucci will be appointed to SAO. She advised she will be calling in for Council meeting.

Recommendation

Moved by: Mayor Napier

Seconded by: Cr. Westwell

That Emily Colucci be appointed Acting SAO from 830 am on August 2nd to 5 pm on august 11.

CARRIED UNANIMOUSLY

h. Electricity/ Power Security, NTPC

Cr. Couvrette stated that the incident last week on the five plus hours no power really drives the lack of security on power production within the community. He stated he knew the extreme heat was the primary cause of the no power demand.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Westwell

That the Mayor and Administration prepare and send a letter to the Northwest Territories Power Corporation's president and/or Board of Directors, requesting them to make themselves available as a delegation to the Mayor and Council to discuss concerns with Electricity/Power Security within the Town of Fort Smith.

CARRIED UNANIMOUSLY

7. Excusing of Councillors

RECOMMENDATION

Moved by: Mayor Napier

Seconded by: Cr. McArthur

That Cr. Cox, Cr. Campbell be excused from the Corporate Services Standing Committee meeting of July 6th, 2021.

CARRIED UNANIMOUSLY

8. Date of Next Meeting

The next Corporate Services Standing Committee meeting will be held on August 3rd, 2021.

9. Adjournment

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Mayor Napier

That the meeting be adjourned at 9:35 pm.



Town of Fort Smith
Community Services Standing Committee
Tuesday, July 13th, 2021 at 7:00 pm

Chairperson: Mayor Napier
Members Present: Mayor Napier, D/M Smith, Cr. Campbell, Cr. Couvrette, Cr. Cox,
Cr. Pischinger, Cr. Westwell, Cr. Beaulieu
Regrets: Cr. McArthur ; Emily Colucci, Director of Community Services
Staff Present: Cynthia White, Senior Administrative Officer; Emily Colucci,
Director of Community Services; Josée Hazlewood, Executive
Secretary; Diane Seals, Economic Development officer
Guests:

1. Call to Order

Mayor Napier called the meeting to order at 7:00 pm.

2. Delegations

a. Sujata Ganguli- Fort Smith Health Centre, COO

Sujata stated that it had been six months since the first time she was in front of Council. She stated that Fort Smith Integrated teams went live on February 8, 2021. She stated they are finally almost fully staff. She stated that the change in the clinic booking system as a result of the pandemic will slowly be reversed soon. She stated that there is a challenge of recruiting doctors in the NWT. She advised there will be some weeks where they will have to prioritize pre-booked and urgent appointments. She advised that there will be a communication out about the shortage of physicians in the NWT. She advised that some residents have shown some concerns about delayed appointments. She advised that the health center had two places that needed to be filled but are filled now. She stated that the concern is that new recruit cannot find any housing. She stated in the rehab department there is shortage of staff due to some resignation and unpreventable leaves. Sujata advised that homecare is close to have a manager hired but they are finding it hard because the lack of housing. She stated that public health is trying to give out Covid vaccines. She advised that there is a covid vaccine website for NWT with up-to-date information. She advised that they are trying to find other ways to give out the vaccine like pop out clinics. She advised there are no changes in midwifery, healthy families, or mental health. She stated there are vacancies on the wellness council. She stated that she is looking for feedback for the health services hours and on homecare in Fort Smith. Cr. Westwell thanked the delegate for the update. He stated that he was happy to meet the new manager of the lab & diagnosis imaging. He stated that one of the challenges for the vaccine may be that some people are scared by what others are stating from the second dose was worse than the first. Sujata stated that the second dose was bad for not just people in NWT. Cr. Couvrette thanked the delegate. He stated that a lot of the issues seem to be tying back to staffing and them not being able to find housing. He stated one thing that could be helpful would be to track how many people were offered a position and had to decline because of the lack of housing. He stated if they had a six-month data setup of jobs remained unfilled because of the lack of ability to find housing then it could help the development in the community. Sujata stated that she would have numbers that she could provide. She stated there was at least three people who decided not to proceed because of actual housing issues. Mayor Napier asked if the housing issue was more for families or individuals. Sujata stated family and individual. Cr. Campbell thanked the delegate. He asked who makes the decision of elders being able to have an escort with them or not when being medivac. He added that some seniors go to Yellowknife alone and get lost. Sujata stated that medical travel is Territorial and not decided from the health centre. She stated that the medical travel is booked, and the physician will state why this person needs to be in Yellowknife.

She stated that if the person needs support at home in daily life, then it is likely they would have someone accompany them. Cr. Campbell stated that some of the seniors get lost and we are sending them without an escort, and they need a better policy. He stated they need to make a policy to cover the fact that some seniors need an escort because they do not speak up for themselves when they see the doctors. Sujata stated that it has come up before and the minister had made a commitment to look into it and a possible view of changing the policy. D/M Smith thanked the delegate. He stated that the town has looked into the lack of housing and there isn't much the town could do. He stated it was good that she brought it up and that it be noted. He asked what the process was for the regional wellness council. Sujata stated the easiest thing would be to call Rohma or herself. D/M Smith stated that we have an aging popularity and that having a strong homecare program is very necessary. Cr. Beaulieu thanked the delegate. She stated that the medivac issues have changed a little bit and noticed with the pandemic they were not allowed any escort. Sujata stated she did not know since they do not run the medivac services. She stated that if before the pandemic they were allowed to have someone on the plane then it may be going back to that. Cr. Westwell stated that opening during the lunch hour and a little later would be great. He stated being open after work hours would be beneficial for people who work all day. Mayor Napier asked if there were any permanent doctors in town. Sujata stated there was two doctors, but they are both part time. Mayor Napier asked if they lost any doctors because of the lack of housing. Sujata stated that not in the last six months but yes for nurses. Mayor Napier stated that it would be nice to look at how we can get more housing units in the town. She added that the housing shortage has been notable for quite a while.

3. Review

- a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: Cr. Pischinger

That the agenda be adopted as presented.

Administration stated she wanted to add appoint a new bylaw officer.

CARRIED UNANIMOUSLY

- a. Minutes – The Community Services Standing Committee Minutes of June 8th, 2021, were reviewed and adopted at the Regular Meeting of Council on June 15th, 2021.

Cr. Couvrette stated that they had talked about sending an invitation to ITI minister and hoping that a letter has been sent for sooner than later. Mayor Napier stated the letter would be sent right away.

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

- c. Community Services Master Plan – The Community Services Master Plan was reviewed.

- d. Economic Development Plan – The Economic Development Plan was reviewed.

4. Directors Report

The Director provided a report on the operations of the Community Services Department. Administration is reporting for the director as she is on leave. She stated there is not a whole lot changing in regard of the facility. She stated that they are back up to not having requirements of making appointments for Pete's gym. She stated the stats will go up for Pete's gym and the pool. She stated there may be a change in youth night since they can have more people. She advised that the pool has gone up to 35. She stated that only having 3 change room on the deck slows it down.

She stated in June lacrosse and floor hockey were done. She stated that they are having youth soccer camp. She added that the contractors will be taken over the daycare room for the renovations. She advised the daycare and day summer camp are getting daily swims.

- a. Mary Kaeser Library Statistics – The June 2021 statistics report was reviewed.

She stated there is not a whole lot of changes at the library. She advised that story time has lower numbers but that is to be expected in the summer. She stated that home delivery has ended as you are able to go into the library. She stated the staff has been working on the 55th anniversary. She added there is live music at the farmer's market. Cr. Westwell stated kudos to the staff at the rec centre and thinks it needs to have A/C and thinks that the numbers will go up once they have it installed. SAO stated that it is all agreed that the building needs A/C. Mayor Napier asked about youth night and how does it work with construction. SAO stated that it is not a problem yet.

5. Economic Development

- a. Economic Development Report – The July 2021 statistics report was reviewed. Diane stated that the VIC has been up and running for a while and in partnership with WBNP. She stated that they have been heavily helping with the music nights and the wildlife science night that is happening tomorrow night. She added that some of the other things they will be doing is a map for the hiking trails so that it is all available on an app for the community and visitors. She stated that there is a new EDA. She advised they just launched the Fort Smith Va-Cay Away in Fort Smith. She stated it is for marketing and promotion and they have had a good response and just launched it this week. She advised they have been working with NWT tourism. She stated they have been working with advertisement for Fort Smith businesses. She advised there was 134 people at the first music night and looking forward to the next one that will be on July 26th. She stated they have been working on the climate change. She advised that the museum has said they can host for the makerspace for the pilot project. She stated there is a housing need survey out right now for Fort Smith in hopes that it captures what the housing need is in town. She advised she is working with the small community program, and it is looking positive that they will be getting funding and helping create new jobs. D/M Smith stated he is concern about the ability to using the local bank. He stated that BMO is only open for three hours a day. He wondered if this is impacting small businesses in the community. Diane stated that she has not had anyone directly talk to her about it. D/M Smith stated that there is a summer program for summer jobs and there is only two positions in Fort Smith this summer. He wondered why there was only two and that it would be nice to see more summer jobs in Fort Smith. Cr. Westwell stated that the manager is back at BMO but there is a combination of issues that the bank is facing. He stated housing is an issue and the funds to pay their employee. Mayor Napier stated that it may be a good idea to reach out to GNWT human resources and asking how many jobs couldn't be filled because of housing. Mayor Napier asked about the small business support program. SAO stated that ECE asked to have it funded without any help. SAO stated it would be good to have it locally and give the EDO another tool to engage with small businesses in town. She stated that indigenous government to apply for it and there is \$200 000 a year for Fort Smith a year. Mayor Napier asked if businesses were interested, they would just get in contact with the EDO. SAO confirmed.

6. Advisory Boards

a. Community Services Advisory Board

i. CSAB Minutes – The CSAB minutes were reviewed.

Cr. Cox stated that the notes from the package were from June. She stated that there is a recommendation from the advisory board to send the child policy to the bylaw review committee. She advised that BRC can expect to see it.

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: Cr. Pischinger

That as part of the Community Recreation Centre (CRC) retrofit, it is recommended that facilities within the centre retain their names as follows: William Schaefer Memorial Pool, Mary Kaeser Library, and Pete's Gym.

CARRIED UNANIMOUSLY

Cr. Couvrette stated that the most recent EDAB did not have quorum. He stated that the group talked about the strategic marketing plan. He added that the name Fort Smith should be changed. He stated there is more opportunity out here to better name our community.

7. Bylaw/Policy Review and Development

a. Bylaw 1017 Appoint a Bylaw Officer Adam Wiedrick

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: DM Smith

CARRIED UNANIMOUSLY

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it necessary to appoint Bylaw Enforcement Officers to enforce the bylaws of the Municipality;

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

1. That Adam Wiedrick be appointed Bylaw Enforcement Officer for the Town of Fort Smith.
2. That this appointment shall come into effect upon this bylaw receiving third reading.
3. That Bylaw 998 be hereby repealed.

8. Administration

a. Briefing Note- Daycare

SAO stated that trying to see what their financial situation is for the first year is kind of hard as more people were working from home because of the pandemic. She stated that it has been challenging to find staffing for the daycare. She advised it has been hard to find people with the ECE course. She stated that they are competing with the elementary school due to the school getting funding. She stated that it is clear that this year has been financially challenging but anticipates it will work itself out moving forward. She stated that the afterschool program has been running low financially for along time. She stated that the director has been doing research in other communities. She stated that they had to staff the daycare completely because they were not sure of their numbers. Cr. Cox stated she had a question about changing the fee to \$100. She stated it is a significant increase.

She asked if this fee was affected when they changed the fee bylaw. SAO stated all the programs were increased by 10% at that time it was \$11.15 and they changed it to \$12. She stated they did not increase the cost when they had to increase the staff requirement. She stated it appears to be \$60 a week but it is closer to \$74 a week including half days and full days the price goes up as well. Cr. Cox stated that she understands the rational for the increase, but her concern it is an significant increase for families that are budgeting for child care expenses. SAO stated that they are rarely getting 20 kids because it is drop in and they end up with 9 kids or 12 kids and they end up staffing that many kids and part of the idea of making it a flat rate is that it does not matter what happens that week it will be the same every week and that people know what it is all week. She stated that it will allow to know how to staff the program correctly. Cr. Westwell stated he understands not having the same amount each week but thinks that the amount is a big increase. He stated he is happy to see the numbers especially with what they had to work with especially during a pandemic. He stated it is impressive how close the numbers are. SAO stated that the town got additional grants for staff, and they received funding for one on one with some of the kids. Cr. Campbell stated he does not support the \$100. He stated they need to think of the people of Fort Smith that are low income and that the program should be as low as possible. Cr. Pischinger stated her concern is that the town started the daycare as a municipality because the community of Fort Smith did not have one. She stated as a municipality she does not want to be subsidizing a daycare. Cr. Westwell stated he agreed if they can keep their cost low. He stated he is seeing positive and that they are not subsidizing the daycare. SAO stated that their goal is to make it as cost natural as they can. She stated they are expecting to have more grants. She stated that they were not sure what the demand would be and may change it once they re evaluate it. SAO stated that she understands Cr. Campbell's concern. She stated that one thing the town does is help families find ways they can have their children go to the program. D/M Smith stated it would take three to four years to see where the financials are going and just thinks that council should be patient and he thinks that the daycare is very valuable. D/M Smith stated he thinks that \$100 a week is too much of an increase and understands the rational. He stated his fear is if the cost goes up then they would get less kids in the program. SAO stated that the amount was not what they wanted to present but they were looking more at \$15 and it is what NWT is. Cr. Westwell stated that the rec staff is doing a great job in the daycare and after school program. SAO stated that the recommendation can wait until the next fee bylaw and will give a chance to the town to let families know. D/M smith stated that based on what 2021 stated there is no need of a raise in fee. Mayor Napier asked if there was a way for daycare to use the pool and lower membership. SAO stated the tots n parent is free, but they need a ratio of parent to kids. D/M Smith stated he still sees a value of the weekly rate but wonders if they should change it in the fall. SAO stated it would help.

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: D/M Smith

That the After School Program fee schedule move to a weekly payment of \$60 and a drop in payment of \$15.

RECOMMEDATION

Moved by: D/M Smith

Seconded by: Cr. Westwell

TABLED

Mayor Napier stated it would be nice to have a review of the STIP days and half days. SAO stated she can do that.

b. Briefing Note- Signage- Amenities and Conibear Park Design Standards

SAO stated that The Town will work with qualified professionals and local partners to create a cohesive signage, amenities, and landscape design standards as well as a new landscape design and outdoor cultural centre for Conibear Park. She stated that the project's focus is to increase the visual appeal of the community and increase pedestrian traffic in the downtown area, while acknowledging the history, culture, and peoples of the region. She added that details will include wayfinding signage, interpretive signage at locations of significance, and infrastructure such as benches and picnic areas. The designs will create a sense of arrival and awareness of "place" for both community members and visitors. She added that the development stage will include consultation with local Indigenous governments and knowledge holders, local artists, performers, as well as the general public. She advised that the outcomes will focus on standardization of theme for wayfinding and interpretive signage as well as amenities such as benches, picnic areas, and landscaping. She stated that engagement of local knowledge holders and language speakers will help ensure the accuracy of the content and translations, as per the Truth and Reconciliation Proclamation made by Council in June 2020.

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: Cr. Campbell

That council approves a Conibear Park steering committee of community representatives that includes Salt River First Nation, Smith Landing First Nation, Fort Smith Métis Council and NWT Métis Nation, local Indigenous Knowledge holders, local artists and performers, and members of the general public.

D/M Smith asked to amend the recommendation to conibear park steering committee.

CARRIED UNANIMOUSLY

9. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: Cr. Couvrette

That Cr. McArthur be excused from the Community Services Standing Committee Meeting on July 13, 2021.

CARRIED UNANIMOUSLY

10. Date of Next Meeting

The next meeting of the Community Services Standing Committee will be held on August 10th, 2021.

11. Adjournment

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Cox

That the meeting be adjourned at 8:48 p.m.

CARRIED UNANIMOUSLY



Town of Fort Smith
Municipal Services Standing Committee
Tuesday, July 13, 2021 at 8:15 pm.

Chairperson: Cr. Westwell
Members Present: Mayor Napier, D/M Smith, Cr. Campbell, Cr. Couvrette, Cr. Cox,
Cr. Pischinger, Cr. Beaulieu, Cr. McArthur
Regrets:
Staff Present: Cynthia White, Senior Administrative Officer; Josée Hazlewood,
Executive Secretary
Guests:

1. Call to Order

Cr. Westwell called the meeting to order at 8:52pm.

2. Review

- a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: Cr. Couvrette

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

- b. Minutes – The Municipal Services Standing Committee Minutes of June 8th, 2021, were reviewed and adopted at the Regular Meeting of Council on June 15th, 2021.

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

- d. 2021 Capital Plan – The Capital Plan was reviewed.

3. Directors Report

The Director provided a report on the operations of the Municipal Services Department. SAO stated public works have been busy doing sewer lines and painting crossing lines. She stated that potholes have been starting to be filled and playgrounds are being mowed. She stated the flowers have been looking fantastic. The water plant addressed some issues related to the water license. Stated they have been preparing for nuclear fill taken away. Mayor Napier stated she is excited about the nuclear being taken away from the landfill. DM Smith wanted clarification if they would do halfway to Fort Fitzgerald. SAO stated only in Fort Fitzgerald. Cr. Campbell asked if on the corner of Wilderness St and McDougal St if they will be sending out letters and the potholes need to be fixed. SAO stated bylaw will be working on that.

4. Protective Services Report

- a. Fire Department – The June 2021 statistics and training report was reviewed. SAO stated that ambulance is steady and no big changes. She stated there was 20 medivac flights in June as opposed to 10 in May. She stated that her understanding from the protective services supervisor there was many medivac flights in the last 5-6 days. She advised that the volunteers have been very busy.

5. Administration

a. Briefing Note- ICIP Funding- Conibear Park

SAO stated that they had 3 applications put out and this was the first one they got funding for. She stated they are receiving \$365,625 for the work that needs to be done at Conibear park including the theater that needs to be demolished.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Cox

That Council approves the ICIP Cultural Spaces Funding Contribution Agreement with MACA in the amount of \$365,625.

Cr. Couvrette asked if they had engaged any other governments with this project. SAO stated this would be part of the steering committee work.

CARRIED UNANIMOUSLY

b. Briefing Note- Funding Agreement – Federal Gas Tax Funding

RECOMMENDATION

Moved by: Mayor Napier

Seconded by: Cr. Cox

That Council approves the Gas Tax Funding Contribution Agreement with MACA for fiscal year 2021-2022 in the amount of \$1,876,000.

CARRIED UNANIMOUSLY

c. Briefing Note-ICIP Funding – Road Upgrade Program

SAO stated that this is similar to the first note. She stated the application was for fixing the roads in town. She added that a section of the downtown area that would have new storm drain, sidewalk and curb and gutter. She stated that the first application was for \$4,900,300. She stated this application will be in place until September 1, 2027. She stated is part of the 20 year capital plan to have this application completed.

RECOMMENDATION

Moved by: D/M Smith

Seconded by: Cr. Couvrette

That Council approves the ICIP Community Road Upgrade Contribution Agreement with MACA in the amount of \$3,387,709.

D/M Smith stated he thinks it is great especially if it can be accomplished this summer. SAO stated that the paving plant will be in town until next summer. She stated they do not think it will be completed this summer and another important part is the curb and gutters. She stated she spoke to the engineer for it and that it should not impact the paving to do the curb and gutter next year. Cr. Campbell stated he thinks they should be doing the curb and gutter before doing the paving. He stated the town needs to come out with a plan. D/M Smith stated the funding to pave the downtown expires March 31st. SAO stated it will expire by the end of the summer. D/M Smith stated that they should have a sidewalk on Breynat to the health centre. Cr. Cox stated she shares many of the concerns of Cr. Campbell but as D/M Smith stated we should wait to hear from the engineer. She stated it is exciting to see so many roads in the community being paved. Cr. Westwell wondered if they would be replacing all of the sidewalk to do the curb and gutter. SAO stated that she is trusting the engineer and they will be getting her the information by the end of the week.

CARRIED UNANIMOUSLY

d. Briefing Note- DPA-020-21 Andrew Shedden- Home Occupation Permit

Moved by: Cr. Cox

Seconded by: Mayor Napier

That DPA-020-21, submitted by Andrew Shedden, to operate a Recording and Production Studio Home Occupation Business from Lot 1270, Plan 1679, #1 Radium King Drive, Bell Rock, in Fort Smith be approved.

CARRIED UNANIMOUSLY

- e. Briefing Note- DPA-013-21 Leonard Desjarlais

Copy & paste

RECOMMENDATION

Moved by: Mayor Napier

Seconded by: Cr. Pischinger

That DPA-013-21, submitted by Leonard Desjarlais, to construct a replacement unit on:

- **Lot 712A, Plan 0601, 6 St. Mary Street in Fort Smith- DPA-013-21 be approved pending meeting all other zoning, water & sewer requirements, and any other requirements, that must be to the satisfaction of Administration.**

Cr. Cox asked if the existing construction comes down for sure with the new construction. SAO stated it is confirmed that it will come down. Cr. Campbell asked how they know it is all properly done and at our satisfaction.

CARRIED UNANIMOUSLY

- f. Briefing Note- Slide in Sand Spreader

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: Cr. Campbell

That Council approves the capital expenditure of \$36,000 to purchase a slide in sand spreader from Diamond International Trucks.

That Council approves the transfer of \$16,000 from CPI to G/L 8-2-0546-992 for the purchase of a slide in sand spreader.

Cr. Campbell asked if they will put the first one for auction. SAO stated they will keep it for back up. D/M Smith stated he is certain that he has seen a tender out for this. SAO stated a tender was out for both.

CARRIED UNANIMOUSLY

- g. Briefing Note- Tandem Dump truck

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Mayor Napier

That Council approves the capital expenditure of \$181,125 to purchase a tandem dump truck from Diamond International Trucks.

That Council approves the transfer of \$31,125 from CPI to G/L 8-2-0546-561 for the purchase of a tandem dump truck.

CARRIED UNANIMOUSLY

- h. Briefing Note- Boat Launch Lease

SAO stated that The Town regularly receives requests from residents to maintain the road down to and parking lot of the boat launch. In a recent discussion with GNWT Lands, it was identified that all roads within the Town limits are the responsibility of the Town to maintain and the boat launch road was no different as they are all commissioner's land. She stated in the recent past the Town has not taken the position of being responsible for the maintenance of that road. She stated the Superintendent of Lands South Slave Region initiated discussion of Lots 54- 58 being transferred to the Town. She stated research was done by Town staff and a 2003 land lease was located, for Lots 54 and 55. She advised that this lease required the development of the boat launch, ramp, and dock. Additionally, there is a clause which would result in the termination of the lease if the improvements were not completed within 24 months of the initiation of the lease. Further, a clause exists within the lease indicating that if 50% or more of the improvements are removed the lease may be terminated. It would appear that this lease should have been terminated by the Minister of the day when the infrastructure was removed and not replaced.

The Lands office was also unaware of this pre-existing lease but were able to locate a copy of the signed lease in their database/archives. Currently, as Council is aware, there are no longer the indicated improvements at this site and to date there has been no intention by the Town to develop this site as an outdoor recreational resource.² There would be the potential for significant additional cost for the maintenance of this area, including snow removal and grading, replacement of surface materials (such as gravel), and maintenance of the riverbank to reduce erosion. The road construction is also of concern and may require substantial remediation to ensure that it remains safe to use and does not become irreparably eroded. However, there are also positives to the Town taking responsibility for this outdoor recreation facility. The maintenance of the area allows for community members to access the natural environment for recreation and participate in traditional harvesting activities. The development of the snowboard park infrastructure at the bottom of the hill will require a maintained parking area in close proximity, the boat launch parking area may be ideal for this. Analysis: Investment in the boat launch will not generate any additional revenue to offset the O&M costs or any capital infrastructure investments. Should Council wish to maintain the lease (amended as required) the financial commitment can not be assessed at this time. Additional costs will include human resource hours, wear and tear on equipment, fuel, etc. Public Works staff is prepared to grade the area and place gravel if Council so desires it. Council must also consider the liability of operating the boat launch. This has been identified as a part of the river that is not ideal for the safe launching of boats. Erosion of the riverbank may also be a liability consideration as it may result in a high level of risk for users of the facility. There may be some federal funding available for the development of the area through the CanNor – Canada Community Revitalization Fund which identifies outdoor spaces as a prioritized funding stream, based on application. Cr. Campbell stated that he would like to see the town renew the lease and to grade all the mud from the spring time and it would be a great rec facility and fix the ramp and put some gravel down onto the parking area. He stated he thinks it will cost a few thousand dollars but think it will be well worth it. Mayor Napier stated she has been approached by residents that were trying to facilitate an agreement between the town and the college for the program to be able to work on the boat launch if the town has the lease. SAO stated that the acting director has been in contact with the college and they would need all contractors to agree with them doing it. Cr. Cox stated she liked the suggestions from Cr. Campbell but what happens when it floods again. She asked if they will we have to put money for more gravel. Cr. Campbell stated that once there is a good base it will be graded. He stated that they need to take a risk for the community. Cr. Couvrette stated he has been approached by many people of some ranting and some very rational comments and most of the town felt it was an asset to the town. He stated what he would like to see is administration to speak to the engineers to put a proposal to the developers. He stated before they say yes they should see what their options are. D/M Smith stated he appreciates Cr. Campbell's enthusiasm. He stated that the lesson from all the concrete isn't a good idea, and a floating dock would be a better entrance. He stated the boat launch is used by many different people in town and would be great to engage with SRFN and the Métis. He stated he thinks there is a lot of opportunities. Cr. Pischinger stated that all people wanted was for the town to take ownership. She stated she thinks they should partnership with the Indigenous Government. Mayor Napier stated that the dept of infrastructure has a program every year specifically for docks or wharfs and looking at the last four years the town of Hay River has gotten \$300 000 over the four year. She stated that the town of Fort Smith has never applied in the last four years. SAO stated that the town is prepared to go down and grade it and put gravel down on it. She stated she will engage with one of the engineers to determine options for potential development. She stated they can have conversation to do something with the entire space. Cr. Campbell stated before they put gravel they should talk to local people and where they want the gravel instead of putting it anywhere. He stated

they need to hire local. Cr. Beaulieu stated she agrees with everyone on this idea.

She is concerned about the land moving and shifting. She stated they should talk to engineer and what the land is doing down there, and if it is not stable or not.

RECOMMENDATION

Moved by: Cr. Campbell

Seconded by: Mayor Napier

That Council investigate options and set aside \$25 000 for development of the boat launch for the community.

CARRIED UNANIMOUSLY

i. **Briefing Note- Curling Rink Rehab**

To provide information to the committee regarding the cost of rehabbing the curling rink in the CRC. Background: Cosmetic rehabilitation of the curling rink was not included in the scope of the CRC RFP and contract. The Curling and Winter Sport Club requested some work be completed to rehab the walls and boards of the rink. The walls and boards would certainly benefit from this work to keep the facility in good shape, in keeping with our newly renovated facility overall. Analysis: The cost of this work will be an additional \$28,682.85 to the CRC renovation budget. It is recommended that these funds be reallocated from our CPI, which has sufficient monies available.

RECOMMENDATION

Moved by: Mayor Napier

Seconded by: Cr. Couvrette

That Council approves the transfer of \$28,862.85 from CPI to G/L 8-2-0551-582 for the renovations to the curling rink.

CARRIED UNANIMOUSLY

6. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: Mayor Napier

That Cr. McArthur be excused from the Municipal Services Standing Committee Meeting on July 13, 2021.

CARRIED UNANIMOUSLY

7. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on August 10th, 2021.

8. Adjournment

RECOMMENDATION

Moved by: Mayor Napier

Seconded by: Cr. Pischinger

That the meeting be adjourned at 9:44 pm.

CARRIED UNANIMOUSLY



**THE MUNICIPAL CORPORATION OF THE TOWN OF FORT SMITH
BY-LAW 1017**

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE
TOWN OF FORT SMITH, IN THE NORTHWEST TERRITORIES,
TO APPOINT A BYLAW ENFORCEMENT OFFICER, PASSED
PURSUANT TO SECTIONS 70 AND 137 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, deems it necessary to appoint Bylaw Enforcement Officers to enforce the bylaws of the Municipality;

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

1. That Adam Wiedrick be appointed Bylaw Enforcement Officer for the Town of Fort Smith.
2. That this appointment shall come into effect upon this bylaw receiving third reading.
3. That Bylaw 998 be hereby repealed.

READ A FIRST TIME THIS _____ DAY OF ____, 2021 A.D.

READ A SECOND TIME THIS ____DAY OF ____, 2021 A.D.

READ A THIRD TIME THIS _____ DAY OF ____, 2021 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: July 20, 2021

Subject: Arena – Installation of Propane Heaters

Purpose:

To provide information to Mayor and Council regarding the installation of propane heaters in the stands at the Fort Smith Centennial Arena.

Background:

The Fort Smith Centennial Arena was damaged by fire in 2013 and underwent significant renovations as a result, extending the life of the facility at minimum 25 years. Money has been set aside in the Capital Budget for ongoing upgrades to the facility to ensure that all user needs are met post renovation. One of the most frequent concerns that is heard from users is that the spectator area is not adequately heat. Pre-fire there were propane heaters located above the stands and these were not replaced during the renovation.

A quote has been received from CAB Construction for the purchase and installation of new heaters. CAB Construction was the contract on the original project and most familiar with the facility.

Analysis:

CAB Construction will be able to purchase and install the heaters prior to the start of the ice season if we are able to approve the purchase quickly. This will allow them to use equipment from the ice surface to install the heaters, prior to staff laying the ice down in mid-September. This method will be more efficient and less invasive in the facility.

As noted above, CAB Construction was the original contractor on the arena renovation and has been involved in most of the upgrades. They are most familiar with the facility and will be most efficient in completing this work prior to the start of the ice season.

Recommendation

That Council approve the purchase and installation of propane heaters in the arena at a cost of \$68,296.35 and that this work be completed by CAB Construction.