















# Town of Fort Smith Community Services Committee

Tuesday, December 14, 2021 at 7 pm

## AGENDA

1. Call to Order
2. Declaration of Financial Interest
  - a. Statement of Disclosure of Interest
3. Delegations
4. Review
  - a. Agenda
  - b. Minutes
  - c. Visions and Values
  - d. Community Services Master Plan
  - e. Economic Development Plan
5. Directors Report
  - a. Recreation – November 2021 Statistics
  - b. Mary Kaeser Library– 2021 Statistics
6. Economic Development
  - a. Economic Development Report – November 2021
7. Advisory Boards
  - a. Community Services Advisory Board
  - b. Economic Development Advisory Board
8. Bylaw/Policy Review and Development
9. Administration
  - a. BN- Lights Donation
  - b. BN- Katherine Lapointe Donation
  - c. BN- Sutherland House Donation
10. Other Business
11. Excusing of Councilors
12. Date of Next Meeting
13. Adjournment

Attached Documents
 Statement of Disclosure of Interest
  Community Services Vision and Values Minutes November 9, 2021
  Community Services Master Plan 2020 Economic Development Plan
  Rec Statistics November 2021.pdf Copy of Library Stats November 2021
  CSAB Minutes November 9, 2021.pdf EDAB Nov 18 - V1.pdf
   Briefing Note - Lights Donation.pdf Briefing Note - Katherine Lapointe, Sutherland House.p Briefing Note - Sutherland House.p



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  
Community Services Standing Committee  
Tuesday, November 9<sup>th</sup>, 2021 at 7:00 pm

Chairperson:

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

Regrets:

Staff Present: Cynthia White, Senior Administrative Officer; Andrew Grenier, Director of Municipal Services; Emily Colucci, Director of Community Services; Josée Hazlewood, Executive Secretary

Guests:

1. Call to Order

Mayor Daniels called the meeting to order at 7:06 pm.

2. Review

a. Agenda – The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Campbell**

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

**Add item D ICIP Funding Application**

**Item E council appointments**

**CARRIED UNANIMOUSLY**

a. Minutes – The Community Services Standing Committee Minutes of October 12<sup>th</sup>, 2021, were reviewed and adopted at the Regular Meeting of Council on October 19<sup>th</sup>, 2021.

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.

3. Directors Report

The Director provided a report on the operations of the Community Services Department. Emily stated Pete's gym has had over 1000 users a month. She added there has been 229 users in pool from the childcare programs that each swim twice a week. Also more usage in drop-in sports with a change in structure. She advised that the swimming lessons are full and this is the first batch since the summer. She advised that the youth night has been well attended.

Emily stated that the arena is open with all of the usual user groups, and there are plans to have a co-ed hockey group within the existing schedule. She added that After School Care is full and that there are 7 full time spots and 6 part time spots. A maximum of 10 children in the morning and 15 in afternoon.

She stated the library has had a significant difference in numbers because of children being in isolation for a portion of the month. She stated they are running activities. She added the coordinator has been constantly coming up with new ideas for activities. She stated the escape room was a huge hit at the library. She stated there were 37 people turned away without proof of vaccination. She added they are providing circulation services for anyone who can't come into the library.

Cr. Fergusson asked if anyone is using the downstairs fitness room. Emily stated they have not been tracking the use of the fitness room.

4. Economic Development

a. Economic Development Report – The November 2021 statistics report was reviewed. Emily stated they are working at using social media platforms to attract southern tourists. She added they received their seed funding that is ear-marked for many different projects over the course of the next year. She stated that they are working on a winter getaway, Paddling Sweepstakes, and youth entrepreneurial opportunities. Emily stated that they had the Small Business week and that Berro’s won as Fort Smith’s favorite small business of 2021.

b. EDAB -Express of Interest- Mike Couvrette

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Heron**

**That Mike Couvrette be appointed to the Economic Development Advisory Board of a term ending Dec 31,2023.**

**CARRIED UNANIMOUSLY**

5. Advisory Boards

a. Community Services Advisory Board

i. CSAB Minutes – The October 19<sup>th</sup> CSAB minutes were reviewed. SAO stated they are reviewing the community master plan.

ii. Express of Interest – Alexander Hazlewood

**RECOMMENDATION**

**Moved by: Cr. Fergusson**

**Seconded by: Cr. Heron**

**That Alexander Hazlewood be appointed to the Community Services Advisory Board of a term ending Dec 31, 2023.**

**CARRIED UNANIMOUSLY**

b. Conibear, Signage & Amenities Advisory Board

SAO stated that these are the minutes from their first few meetings.

-CBAB minutes, October 25, 2021

6. Administration

a. Thebacha Liberty Committee Letter

Cr. Fergusson stated she met some of the people that wrote the letter. She stated she sympathizes for them but does not think they should change anything until everyone who can be vaccinated, is vaccinated. Cr. Campbell and Cr. Heron agreed with Cr. Fergusson.

Cr. Macdonald stated he agrees. He wanted to know if the policy would end once the CPHO order is done. SAO stated this was not a formal policy and it was just the way they changed their restrictions according to CPHO as they legally need to. She stated the policies for contractors, volunteers and employees will be reviewed once the CPHO order is done.

Cr. Fergusson stated as soon as everyone is vaccinated the town should not require proof of vaccination in town facilities. She stated the most impacted is the children. SAO stated the town has an obligation to follow Chief of Public Health order.

**RECOMMENDATION**

**Moved by: Cr. Campbell**

**Seconded by: Cr. Beaulieu**

**That the town of Fort Smith continue to engage in proof of vaccination policy to ensure the maximum of community members can use the town facilities and the policy will be reviewed in six months and/or any changes from the Chief Public Health Officer.  
CARRIED UNANIMOUSLY**

- b. Signing Authority  
SAO stated that in policy it states Mayor and Deputy Mayor and one designated councillor to have signing authority.

**RECOMMENDATION**

**Moved by: Cr. Campbell**

**Seconded by: Cr. Beaulieu**

- c. Briefing Note – Road Closure

**RECOMMENDATION**

**Moved by: Cr. Campbell**

**Seconded by: Cr. Beaulieu**

**That Council approve the following road closure for the Fort Smith Christmas Tree Lighting. That McDougal Road between Breynat Street & Simpson Street be closed to traffic on December 4, 2021 from 4:00 p.m. to 5:00 p.m. for the Fort Smith Christmas Tree Lighting  
CARRIED UNANIMOUSLY**

- d. ICIP Application  
Community and Recreation application.

**RECOMMENDATION**

**Moved by: Cr. Campbell**

**Seconded by: Cr. Heron**

That council continues with this application.

**CARRIED UNANIMOUSLY**

- e. Appointment of Council Committees

NWTAC Appointment -D/M Heron

Corporate Services - Cr. Tuckey

Community Services- Cr. Fergusson

Municipal Services- Cr. Campbell

Communication Committee D/M Heron, Cr. Campbell, Cr. Macdonald

Bylaw Policy Review Committee – Cr. Fergusson, Cr Macdonald

Human Resources – Cr. Campbell, Cr. Heron, Cr. Pischinger

Community Services Advisory Board – Cr. Korol

EDAB – Cr. Fergusson

SDAB – Cr. Macdonald

Conibear park advisory board – Cr. Beaulieu

7. Excusing of Councillors  
**RECOMMENDATION**  
**Moved by: Cr. Macdonald**  
**Seconded by: Cr. Pischinger**  
**That Cr. Korol be excused from the Community Services Standing Committee Meeting on November 9<sup>th</sup> 2021.**  
**CARRIED UNANIMOUSLY**
  
8. Date of Next Meeting  
The next meeting of the Community Services Standing Committee will be held on December 14<sup>th</sup>, 2021.
  
9. Adjournment  
**RECOMMENDATION**  
**Moved by: Cr. Tuckey**  
**Seconded by: Cr. Heron**  
**That the meeting be adjourned at 8:43 p.m.**

# Vision

The vision statement outlines what our community wants to be. Our vision statement provides a basis for future decision-making and activities.

**The Town of Fort Smith will work with our partners to enhance our excellent quality of life by respecting values, traditions, and healthy lifestyles. We will continue to advance as a unified, active and prosperous community.**

# Values

The mission defines how the Town will operate; it represents what is fundamentally important to us in how we work with each other and represent the citizens of Fort Smith.

- **Welcoming** – we are a friendly community which embraces our visitors, students and residents alike.
- **Innovative** – we take on new challenges in the pursuit of excellence.
- **Sustainable** – we are committed to sustainability in our Town’s operations and development.
- **Unified** – we work with Indigenous governments and our partners to implement our plans and achieve our goals.
- **Committed** – we operate professionally and to the highest ethical standards.

# Town of Fort Smith Community and Recreation Centre Stats

Nov-2021

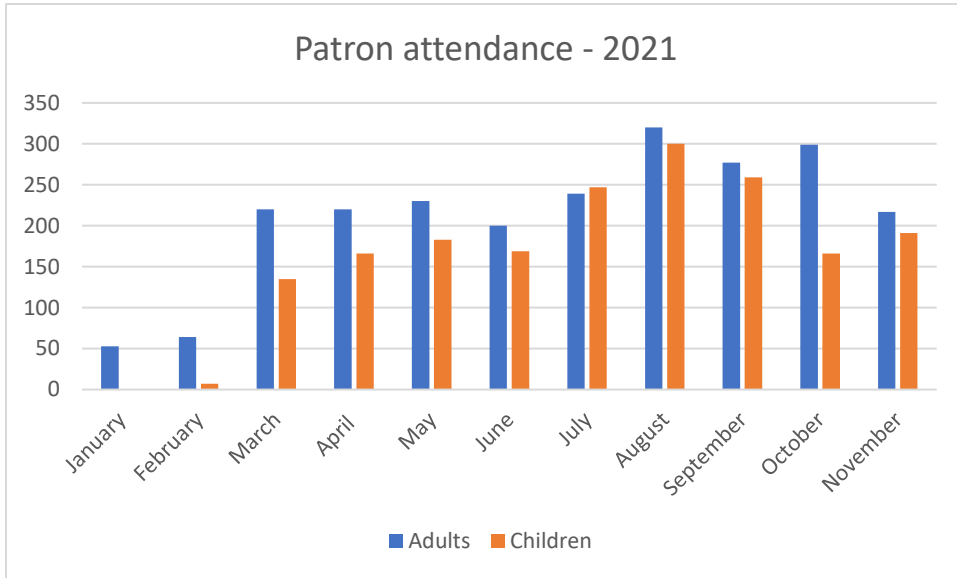
Fort Smith Community and Recreation Centre	October Sessions	October Participants	November Sessions	November Participants
Squash	operational for 30 days		30 operational for 29 days	41
Pete's Gym	operational for 30 days		1046 operational for 29 days	1099
Senior Lane Swim	16	51	16	47
Public Swim	16	219	20	264
Family Swim	10	110	8	81
Public Lane Swim	39	80	40	94
Parents N Tots Swim	16	22	16	16
Daycare/ASCP Swim			16	224
Pool Rentals	18 rentals	4 rented	16 rentals	10 rented
Drop-in Basketball	8	18	10	10
Drop-in Soccer	8	0	8	0
Drop-in Volleyball	8	0	6	0
Drop-in Badminton	10	5	8	5
Parents' N Tots	24	26 Adults 31 Children	25	26 Adults 35 Children
Youth Night	10	238	8	133
Gym Rentals	30	12 hour slots rented	21	13 hour slots rented
Swim Lessons	4	29 Registered	4	29 Registered
Family Drop-in Sports	5	4	4	0
Pickleball	6	42	9	72
Drop-in Sports	18	23	16	4
Zumba	8	37	9	58
<u>Comments:</u> .				

Fort Smith Centennial Arena	October Sessions	October Participants	November Sessions	November Participants
Rec Hockey		99 on-ice, 32 off-ice	12	189 on-ice, 76 off-ice
Womens Hockey		251 on-ice, 26 off-ice	13	273 on-ice, 38 off-ice
Old Timers Hockey		155 on-ice, 14 off-ice	9	126 on-ice, 7 off-ice
Public Skate		55 on-ice, 1 off-ice	9	53 on-ice, 3 off-ice
Family Skate		56 on-ice, 7 off-ice	8	98 on-ice, 3 off-ice
Rentals		28 on-ice	20	68 on-ice, 9 off-ice
Minor Hockey		629 on-ice, 295 off-ice	56	769 on-ice, 371 off-ice
Figure Skating		297 on-ice, 188 off-ice	57	486 on-ice, 291 off-ice
Youth Shinny		20 on-ice, 1 off-ice	4	46 on-ice, 5 off-ice
Parents N Tots		12 on-ice	4	1 on-ice, 0 off-ice
<u>Comments:</u> .				

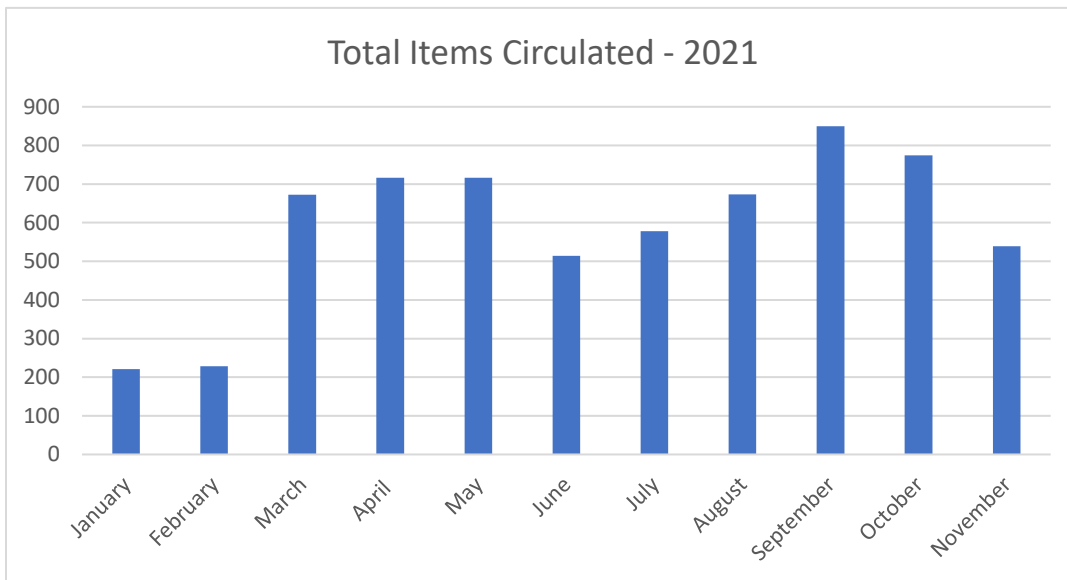
Fort Smith Child Care	October Sessions	October Participants	November Sessions	November Participants
Afterschool Care Program	20	397	21	356
Daycare	20	7 Full-Time, 6 Half-Time, 30 Drop-in	21	7 Full-Time, 7 Half-Time, 40 Drop-ins
<u>Comments:</u> .				



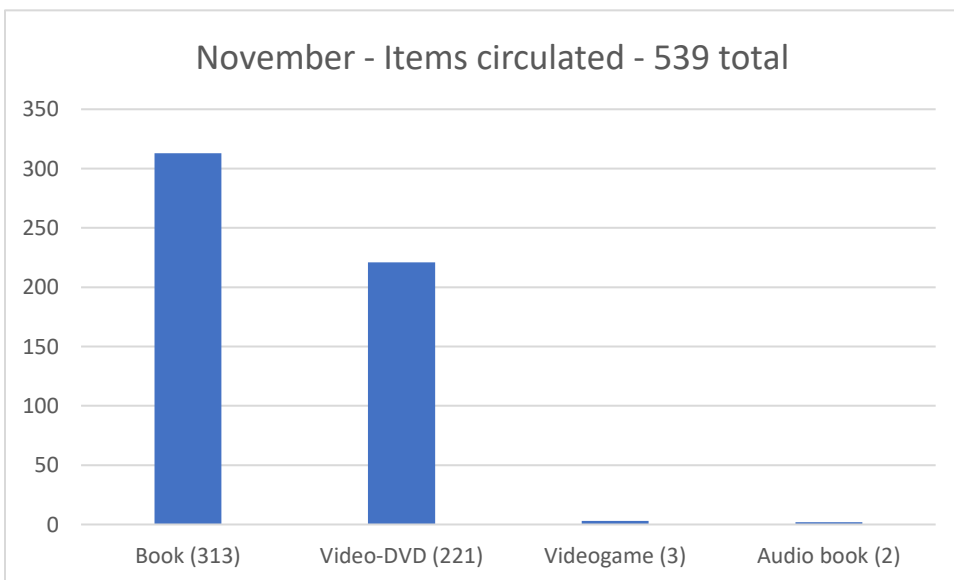
## Mary Kaeser Library stats - November 2021



	Adults	Children
<b>January</b>	53	0
<b>February</b>	64	7
<b>March</b>	220	135
<b>April</b>	220	166
<b>May</b>	230	183
<b>June</b>	200	169
<b>July</b>	239	247
<b>August</b>	320	300
<b>September</b>	277	259
<b>October</b>	299	166
<b>November</b>	217	191



	Items Circulated
<b>January</b>	221
<b>February</b>	228
<b>March</b>	672
<b>April</b>	716
<b>May</b>	716
<b>June</b>	514
<b>July</b>	578
<b>August</b>	673
<b>September</b>	850
<b>October</b>	774
<b>November</b>	539





# Town of Fort Smith Community Services Advisory Board Tuesday, November 9, 2021

Regular Meeting  
12:00 pm

**Attendees:**

- Gail Hartop
- Allie McDonald
- John Morrison
- Mike Vassal
- Jeri Miltenberger, Vice Chair
- Jonah Mitchell, Chair

**Regrets:**

Rohma Nawaz

**Administration:**

Emily Colucci, Director of  
Community Services

**A. Call to Order**

Jonah Mitchell called the meeting to order at 12:10 pm.

**B. Delegations**

None

**C. Approval of the Agenda**

***MOTION***

**Moved by: Gail Hartop**

**Seconded by: Jeri Miltenberger**

**CARRIED UNANIMOUSLY**

**D. Approval of the Minutes**

***MOTION***

**Moved by: Jeri Miltenberger**

**Seconded by: Mike Vassal**

**Discussion:** Jeri was prepared to take notes, but Emily said she would try to take the minutes so as to not limit the participation the board members could have in the discussion. Mike stated that there was some concern based on the previous months minutes taken by the secretary that there was a lack of detail not captured. The future minutes will be evaluated for detail and if they are unsatisfactory, other minute taking strategies may have to be explored.

**That the minutes of October 12<sup>th</sup>, 2021 be adopted as presented.**

## **CARRIED UNANIMOUSLY**

### **E. Business Arising from the Minutes**

Continuing Discussion of the Community Services Master Plan prioritization

Awaiting Council approval of new members

Awaiting appointment of new Council Representative

### **F. New Business**

#### **a. Community Services Master Plan Prioritization**

Jonah suggested that the discussion continue from the previous meeting even if new members and the council representative has yet to join. Emily gave an overview of what was meant by prioritization, to focus on a manageable number of projects to advance objectives identified in the CS Master Plan framework.

Jeri asked about the status of current social media campaigns and their level of success so far. Were they used heavily during COVID and what was the uptake? Emily explained that these were used frequently at the beginning of the pandemic with a respectable turn out, but less have been offered lately, and the attendance was not as high. The goal would be to have more regular, reliable programs to build a user base. Jeri asked if there was any plan to reopen in person classes. Emily replied that yes, this is in the plan, and has already begun with the first Zumba session finishing November 12, and the next starting November 16<sup>th</sup>. Emily said they are also working on starting Yoga again, and possibly some how to sessions in the new Pete's Gym facility.

Jonah commented that social media may be effective in our appeal to new residents, but what about people who are not connected by this network? Are there/will there be other strategies to reach people outside of social media? He also suggested talking to the Indigenous Governments in town who likely see similar issues in disseminating information, and ask what strategies they use, what do they struggle with, what are their success, etc. The goal here should be to meet people where they are, which isn't always online. He highlighted that this may be a particularly important consideration in reaching our seniors and elders.

Jeri noted that poster will draw some people in and will spread information, but consideration must be made to where these posters are going. Get creative. Spread a wider net. Ensure you hit the most frequented spots in town: Kaesers, Northern, Wally's, Restaurants, the Health Centre, send them to offices to print.

Jeri brought up the idea of a community radio station. Jeri noted that one did exist at one time, and that there should still be equipment somewhere. John also noted that in

his work at the College he frequents many small communities where so much of the information that he delivers has to be physical materials for distribution. He would also support a Fort Smith specific radio station.

Emily interjected that starting out it may not even have to be Fort Smith specific, but to make better use of existing news outlets like Cabin Radio and trying to market stories to them to increase coverage of Fort Smith events, etc.

John asked about the current town website. Emily said it was identified in the strategic marketing plan for an upgrade. Jeri commented that the new website needs to be user friendly and linked to social media posts to bring online traffic to the website where there would be more information available. Jonah suggested another way to connect our information sources would be to add QR codes to posters that could be scanned and take people to the relevant destination on the Town website for more information. John stressed to need for branding and continuity on materials so that the community can recognize any correspondence more readily.

Mike highlighted that not everyone has a computer. In his work with the census, he shared that he was shocked at how many people did not have a home computer or access to a device. He sees that people without access may miss important messaging and supports a strategy to better address this.

Emily shared that there was ongoing conversation regarding communications strategies at an administrative level, and that it is a priority.

Mike suggested the board not focus on the framework area 4.1.

John asked what areas of the Community Services Master Plan we could take into consideration as well, for example the survey results on the most used facilities. If there are under used facilities and why? What barriers are there that could be addressed?

This discussion bounced between areas 4.3, 4.4, and 4.6 for a moment. Jeri asked if our spaces will be 50% flexible usage. Emily said it might be close to that.

Jonah moved the discussion to the trail network and where gaps still exist on the west side of Town on Caulder Ave. Emily said this area had been flagged as part of future paving projects and would also likely be identified in the Transportation Master Plan.

Allie gave an update on the state of the trail by the lagoon. Trucks driving over it during the summer have seriously degraded the trail, and it should be identified for repair.

At this point Gail, Allie, and John had to leave.

#### **G. Upcoming Events**

Jeri shared that there were two upcoming community craft sales on November 20<sup>th</sup>, and the Max Sale on November 27<sup>th</sup>. There will hopefully be an announcement soon about a painting workshop with Robbie Craig December 4-5. Pictures with Santa will happen again at the museum, but no schedule has been set yet. There will be a small Winter Wonderland Gallery.

Mike shared that the flaming pumpkin ski has been postponed until there is enough snow on the ski trails. Lookout for the upcoming announcement.

#### **H. Excusing of Members *MOTION***

**Moved by: Jeri Miltenberger**

**Seconded by: Mike Vassal**

**That Rohma Nawaz be excused.**

#### **I. Date of Next Meeting**

The next CSAB meeting is scheduled for December 14<sup>th</sup>, 12 pm.

#### **J. Adjournment**

***MOTION***

**Moved by: Mike Vassal**

**The meeting was adjourned at 1:10 p.m.**

## Economic Development Advisory Board

October 26, 2021

### Opening

The meeting of the Economic Development Advisory Board was called to order at 12:07 on November 18, 2021, in the Council Chambers at Town Hall.

### Minutes Review

Approved by Jim Heidema

### Addition to Agenda

- Aurora College teacher shortage: What are the causes of such a claim? Is this something that we, as the advisory group can look at to understand further.
- EDAB AGM at the end of the meeting.

### New Business

- ToFS received funding from ECE to put together the Small Communities Employment Program to assist businesses with creating new positions. This provides us the opportunity to work directly with businesses to develop new jobs in the community. One of the requirements for the funding is that the Town of Fort Smith develops a labour market strategy.
  - o What are the details & vision that we should adopt when contracting the survey?
- Qs about the funding from ECE:
  - o Where is it going? We have the money that we can provide to local businesses. We also have money to develop the labour market strategy.
  - o We have to ensure that we are abiding by the ECE's guidelines & recommendations so that when the labour market strategy comes together, the money that we are giving out to the community fits in with the strategy.
  - o What are the parameters of ECE's funding to create a new job?
  - o EDAB requested more information about the SCES program: \$25,000 per organization per year. How much funding can one organization get & how long would the term be. Are they getting paid minimum wage?
  - o The entire pot is 205k total for two years: we have used 90k to create fifteen jobs in Fort Smith
    - Restricted to current businesses that are searching for ways to further develop the employment circle in Fort Smith.
  - o This position is full time or seasonal — this is dependant on the organization & that for which position they are trying to hire.
  - o What is council's view on the labour market strategy? Are they in favour for this or is this only to fulfill the funding requirement?
  - o What is the timeline on this project?
    - We would like to have an RFP available to send out in January or February.
- Over the years of Diane's employment, we have acquired a lot of data from other strategies.
  - o We should complete a review of our current data and use that instead of paying someone more money to do another strategy.

## Economic Development Advisory Board

October 26, 2021

- Concerned about the priorities for Economic Development: Why are we looking at a labour market strategy when we have other things happening in the community? Is there opportunity to assess where businesses are.
- How do we move forward? We have not directly asked businesses.
- How can EDAB help with the Labour Market Strategy?
  - o Linked education to employment
  - o How covid has affected employment
  - o Actionable items (government tends to research them to paralysis so we need to avoid that)
- Expectations of the advisory board.
  - o The four hundred pages of data we received with no outline to guide them through the research was too much. We need an outline or draft strategy to review to provide accurate feedback.
  - o We must provide a bit more context & outline on where the Town of Fort Smith is headed with this project.

### Suggestions for moving forward:

- One thing we need to work on is unity.
  - o Government, local, college have not always been on the same page. If we are to talk about labour, we must solve the problem of a willingness to work together.
  - o Interagency meetings.
  - o We are bound together to each other so we must work together & improve the channels of communications.
- Survey of organizations that are willing to participate in conversations revolved around labour development.
- Along with an outline of the program, we should link the online resources into the document so the group can be more informed.

### Review of our previous events:

- Small business scavenger hunt
  - o Only five official entries.
- Voting for Fort Smith's favourite small business of 2021 with an online engagement of 183 businesses.
  - o Winning a maildrop & video advertisement.

### Conibear Park Advisory Boards:

- We are expecting the "what we heard report" by mid-December.

### Qatalyst Marketing Strategy:

- We are waiting to have the final draft of the report sent to us. Will follow up on that in the next meeting.
- Light-Up Fort Smith to replace Light up the Park

## Economic Development Advisory Board

October 26, 2021

- Add on visitor / holiday activity to drive around the community to appreciate the lights.
- Cookie Crawl
  
- Chamber of Commerce is running the shop local campaign to give 20 x \$500
  - This will start this weekend the 20<sup>th</sup> of November
  
- Thebacha Business Development Services has empty glass cases to highlight NWT registered artists. One day pop up shop for someone to be selected to display in the TBDS space.
- Rusty Raven closed down, the giftshop at the pelican closed down, Linda Martin is thinking about having a storefront.

### TEACHER SHORTAGE IN THE NWT:

- Post secondary teacher shortage in the NWT. We should have a committee to address the impact of this negative news. People will be hesitant to move to fort smith
- 3 of 4 years ago that the education program was discontinued but why has nothing been done?
- We need to produce qualified teachers in the territory
- Minister of Education needs to be pressured to reinstate that program.
- It is a political animal versus an independent board.
- People who are working from home do not even live here, they do not retire locally.

### AGM FOR EDAB:

We need a new chair of the advisory board.

Mike Couvrette suggested:

- Seconded by Linda, Helena & Jim

Second in command is .....

Secretary is Jim Heidema

Next meeting Thursday, December 16<sup>th</sup> at 12:00pm – 1:00pm

Motion for Adjournment

At 12:49

seconded by



## BRIEFING NOTE

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To: Community Services Standing Committee

Date: December 14, 2021

Subject: Donation Request – Jenny Cumming and Volunteers Community Decorating

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### **Purpose:**

To brief Council on the donation request from Jenny Cumming for lights used in creating an interactive decorated area for the residents of Fort Smith.

### **Background:**

Jenny Cumming and a generous group of volunteers have added some Christmas spirit to the Town of Fort Smith. They have decorated a site beside Town Hall and are requesting a small donation to pay for the lights purchased.

### **Analysis:**

Donation amount for this request would be:

\$173.00

There is approximately \$5,500.00 remaining in the donations budget.

### **Recommendation:**

That Council approves the donation request submitted by Jenny Cumming for lights used in creating an interactive decorated area for the residents of Fort Smith in the amount of \$173.00.

Respectfully submitted,

Emily Colucci  
Director of Community Services

December 9, 2021

Jenny Cumming  
PO Box 1334  
Fort Smith, NWT  
X0E-0P0

Dear Mayor and Council  
Care of SAO,

We would like to share some holiday cheer with all of the residents of Fort Smith by decorating one of our public spaces in an interactive way. Volunteers have made a sleigh with reindeer that is now beside Town Hall. These look festive in passing and can also be a fun photo opportunity for all! We brought trees, and many lights to decorate the area.

We are writing to ask for a donation to cover the cost of the lights purchased for this. There were ten strings of lights purchased for \$173.00.

We are hoping for your support, and that the community will enjoy the chance to celebrate the holidays in a Fort Smith winter wonderland.

Thank you for your time and consideration.

Sincerely,

Jenny Cumming



## BRIEFING NOTE

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To: Community Services Standing Committee

Date: December 14, 2021

Subject: Donation Request – Kathrine Lapointe

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### **Purpose:**

To brief Council on the donation request from Katherine Lapointe in sponsoring her and her dog team in the Yukon Quest.

### **Background:**

Katherine lives in Fort Smith and started her journey of dog mushing in 2014. She has been building her dog team and preparing for the upcoming Yukon Quest 2022. In this endeavor she will need to cover many costs and is asking Council to consider her request for funding so she can represent Fort Smith at the prestigious event. Katherine will need to raise a total of \$22,835 and is asking the Town of Fort Smith to contribute to her race. Katherine would spend the funding on high quality dog food, veterinarian services, necessary equipment, repairs to present equipment and travel logistics from Fort Smith, NWT to Whitehorse, Yukon.

### **Analysis:**

Donation amount for this request is: \$2,000.00

There is approximately \$5,500.00 remaining in the donations budget.

### **Recommendation:**

That Council approves the donation request submitted by Katherine Lapointe for the Yukon Quest 2022 in the amount of \$2000.00.

Respectfully submitted,

Emily Colucci  
Director of Community Services



*Peter & Co.*  
ESTABLISHED 1988

# WONDER DOG SLEDDING

Sponsor Letter

## ABSTRACT

Be Part of this Adventure by  
SPONSORING the Team!

Katherine (Kat) Lapointe



Dear Mayor and Council,

My name is Katherine Lapointe, musher from Fort Smith. I am originally from Quebec where I started my career in dog mushing back in 2014. I first got introduced to the sport in the context of a dog sledding course with my *Adventure Guide Tourism* program in CEGEP. That day, when we pulled in the parking lot of the 14 dogs kennel, all the dogs started to sing in unison, greeting us students. This was the day I got hooked to this lifestyle. Eight years later, I have never stopped and only progressed learning more every winter. My Kennel has 12 beautiful Alaskan huskies. This year, the young dogs are turning two, and are growing into beautiful and promising athletes. The team, all together, is also growing strong mixed with seven young students and their five adults teachers.

This winter, I will be entering the Yukon Quest 100 in February. The Yukon Quest is one of the most prestigious long distance international sled dog races. It has a total length of 1,000 miles (1,600 km) following the historical gold rush route from the early 1900s. This race happens every February. Last year, the 2021 edition had to be cancelled because of the Covid-19 pandemic. This year, the Yukon Quest's board has decided to rethink the whole race structure to offer more accessibility to a greater pool of mushers. This year, for the 2022 Yukon Quest "Special Edition", as I like to call it, there will be two races starting from Whitehorse, Yukon: The YQ100 and the YQ 300. There will also be another two races starting in Fairbanks, Alaska: YQ200 and the YQ550. Both locations will see public, and media congregate, from all over the world, to see their favourite musher and team leaving for the wilderness. This race and its various events will be a great opportunity to promote Fort Smith and the NWT as a dog sledding destination and as a winter wonderland. This race and its events will be our chance to speak to different medias and to a wider public, otherwise not easily accessed.

For this race, my goals are to gain some race and training experience. I want to have a healthy and happy team from start to finish and this will be done through intensive training and expedition planning. With this new experience, I would be very interested in promoting the sport and lifestyle to youth of the community as I see this kind of work as very full filling in many ways.

This experience will require a great deal of discipline from me and the dogs. It will also require time spent on the trails and a lot of support. My budget for this race is of \$22,835 total. Since I have been running dogs for the past 8 years, I have acquired most of the main equipment needed along with the dogs and dog care necessary on a year-round basis. Your sponsor for this race will cover high quality dog food, veterinarian services, necessary equipment, repairs to present equipment and travel logistics from Fort Smith, NWT to Whitehorse, Yukon. A sponsor of \$2,000 from the Town of Fort Smith could help me

and the team in this extraordinary endeavour. Having the town, I now call home, supporting me in my passion would mean the world to me.

Please, accept my most sincere regards and thank you for your support,

**Katherine (Kat)Lapointe**

(418)571-9248

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Instagram: wonder\_dogsledding

Facebook: Katherine Lapointe



*Pierre & Gilles*



## BRIEFING NOTE

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To: Community Services Standing Committee

Date: December 14, 2021

Subject: Donation Request – Sutherland House Single Parent Christmas Dinner

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### **Purpose:**

To brief Council on the donation request from Sutherland House for their annual Single Parent Christmas Dinner.

### **Background:**

Sutherland House is requesting funding for their annual Single Parent Christmas Dinner. The donation would go towards purchasing food for the dinner and a gift for each child in attendance. The Christmas Dinner is scheduled on December 17<sup>th</sup>, 2021.

Council has approved a donation to Sutherland House to host their annual Single Parent Christmas Dinner in past years.

### **Analysis:**

Donation amount for this request would be:

\$500.00

There is approximately \$5,500.00 remaining in the donations budget.

### **Recommendation:**

That Council approves the donation request submitted by the Sutherland House for the annual Single Parent Christmas Dinner in the amount of \$500.00.

Respectfully submitted,

Emily Colucci  
Director of Community Services

November 18, 2021

Lynette Blesse  
Sutherland House  
#54 Pelican  
Fort Smith, NWT  
XOE-OP0

Dear Mayor and Council  
Care of SAO,

Our annual Single Parent Christmas Dinner will take place on December 10, 2021, at the Roaring Rapids Hall. We are hoping to raise enough money to have dinner with all the fixings, to have one gift to each child and one bag of goodies. We usually play games, and set up a craft table for the little ones to enjoy. We also get a visit from Santa, yay!!

**We cannot meet our goal without the help from organizations such as yours.**

That's why I am writing to you. Would you consider making a donation to help sponsor our event. By donating to the SPCD, you will be able to assist us in making Christmas better for some single parents and their children. Some of them are students that cannot afford to go home for Christmas, we take a little bit of stress off of them by providing a hot meal, entertainment and a gift for their child. There are also door prizes throughout the event, so the parents get a little something as well.

We hope we can count on you to make this year's event one of our best.

Please stop by our office if you wish to make a contribution or you can send it in the mail. Whatever works best for you, is fine by us.

Thank you in advance for your sponsorship, we hope to see you at our Single Parent Christmas Dinner.

Sincerely,  
Lynette Blesse  
Outreach Coordinator  
Sutherland House