



Town of Fort Smith Corporate Services Committee

Tuesday, October 5th, 2021, at 7:00 pm.

AGENDA

1. Call to Order
2. Delegation
 - a. Canadian Nuclear Laboratories
3. Declaration of Financial Interest
 - a. Statement of Disclosure of Interest
4. Review
 - a. Agenda
 - b. Minutes
 - c. Vision and Values
 - d. Strategic Plan
5. Governance
 - a. Council Priorities
 - i. Bylaw Review Committee
 - ii. Communications Committee
 - iii. Post-Secondary Education Committee
 - iv. Fire Abatement
 - v. Daycare
 - vi. Community Recreation Center
 - vii. Truth and Reconciliation Commission
6. Directors Report
 - a. Accounts Paid List September 2021
 - b. Correspondence September 2021
 - c. License Report September 2021
7. Bylaw/Policy Review and Development
8. Administration
 - a. Verbal Report – Tax Auction
 - b. Briefing Note- JBT Snack Program Donation
 - c. Covid-19 Vaccine
 - a. In-Camera Session as per *CTV Act S.23(3)(d) the salary, benefit or performance record of an employee.*
 - b.
9. Other Business
10. Excusing of Councillors
11. Date of Next Meeting
12. Adjournment

Attached Documents
 CNL Northern Transportation Routes  Statement of Disclosure of Interest  Corporate Services Minutes 2021 September  Vision and Values  Strategic Plan
 Council Priorities
 Accounts Paid List September.pdf  Correspondence List September 2021  9. Licensing Report September 2021.pdf
 Briefing Note- Donation Request-.

Northern Transportation Route –Phase 1 PROJECT UPDATE

October 5, 2021

The Northern Transportation Route (NTR) initiative is a federal, environmental remediation project to clean up legacy uranium-ore spillage in the Northwest Territories (NWT) and northern Alberta (AB). The uranium-impacted soils are being collected and transported to appropriate licensed storage facilities in Alberta. Canadian Nuclear Laboratories (CNL) is implementing the NTR initiative on behalf of Atomic Energy of Canada Limited, a federal Crown corporation. CNL is overseeing the remediation and restoration of the impacted areas along the NTR to ensure these sites meet criteria for future unrestricted land use.

The NTR initiative will be carried out in three phases. Phase 1 fieldwork took place from June 30 to September 30, 2021 and involved the removal of temporary storage areas in Fort Smith, NWT and Fort Fitzgerald, AB. As of September 30, all wastes at each of these sites were removed and transported to licensed storage facilities.

Fort Fitzgerald Mound- Temporary Storage Area

The removal of the Fort Fitzgerald Mound was completed on September 14, 2021.



Fort Fitzgerald TSA removal/restoration complete - September 2021

Fieldwork in Fort Fitzgerald began with site preparation on July 5, 2021.



Fort Fitzgerald mound – day 1



Project staging area for excavated soils and loadout

Waste was screened based on gamma readings and soil analytical results to determine the most appropriate landfill for disposal. Screened soils were then sorted into three stockpiles and covered with protective poly tarps while waiting for laboratory analytical results.



Technician scans excavated material



Contaminated soil stockpiles

Based on laboratory results, all uranium ore-impacted soils at the Fort Fitzgerald site were classified as naturally occurring radioactive material (NORM); a total of 29 truckloads (678 tonnes) of material was removed from the site and transported to a class 1 landfill in Pembina, AB for disposal.



6 mm poly sheeting lines trailer, encases material



Trailer covered to enclose material during transport

Once all stockpiles and underlying liner materials were loaded, technicians conducted verification gamma scans to ensure all impacted materials have been removed. Soil samples were collected for analysis and the site was graded. All equipment was scanned and decontaminated before being moved from the site.



Verification gamma scanning



Scanning equipment before moving

Lab results confirmed all uranium-ore impacted waste had been removed and the site was raked and spread with grass seed.



NTR Phase 1 - Fort Fitzgerald Mound - Temporary Storage Area

Pre-Fieldwork	Completed	Ongoing
Plans from Golder – review/accept	Jun. 30	
Department of Fisheries and Oceans – review/accept plans	Jun. 15	
Fieldwork		
Site preparation	Jul. 9	
Waste screening & sampling	Jul. 16	
Laboratory analytical results	Aug. 23	
Waste transport and disposal (678 tonnes) 0 truckloads (not NORM), 29 truckloads (NORM)	Sept. 14	
Site restoration	Sept. 20	
Laboratory analytical results (confirm waste removed)	Sept. 30	
Draft report		Oct. 31
Post-Fieldwork		
Plans/preparations for Phase 2 Fort Fitzgerald - 2023		2022

Fort Smith Landfill - Temporary Storage Area

The removal and restoration of the Fort Smith Temporary Storage Area was completed on September 30, 2021.



Fort Smith Landfill September 2021

Fort Smith site preparation began in July and waste screening, sampling and laboratory analysis took place from July to September. Laboratory results from each of the three cells were used to determine the appropriate landfill for disposal. Industrial waste was transported to the Saddle Hill Class II landfill and NORM waste was sent to the Pembina Class I landfill.



Fort Smith Landfill cells – Day 1



Fort Smith landfill cells grubbed to expose cover material

Technicians conducted alpha-beta scans on every load to determine the proper disposal facility.



Remnants of old building material in Cell 1



Alpha beta scan of materials

Waste material was loaded into trucks lined with six-millimeter poly tarp. The tarp is wrapped around and secured to encase the waste.

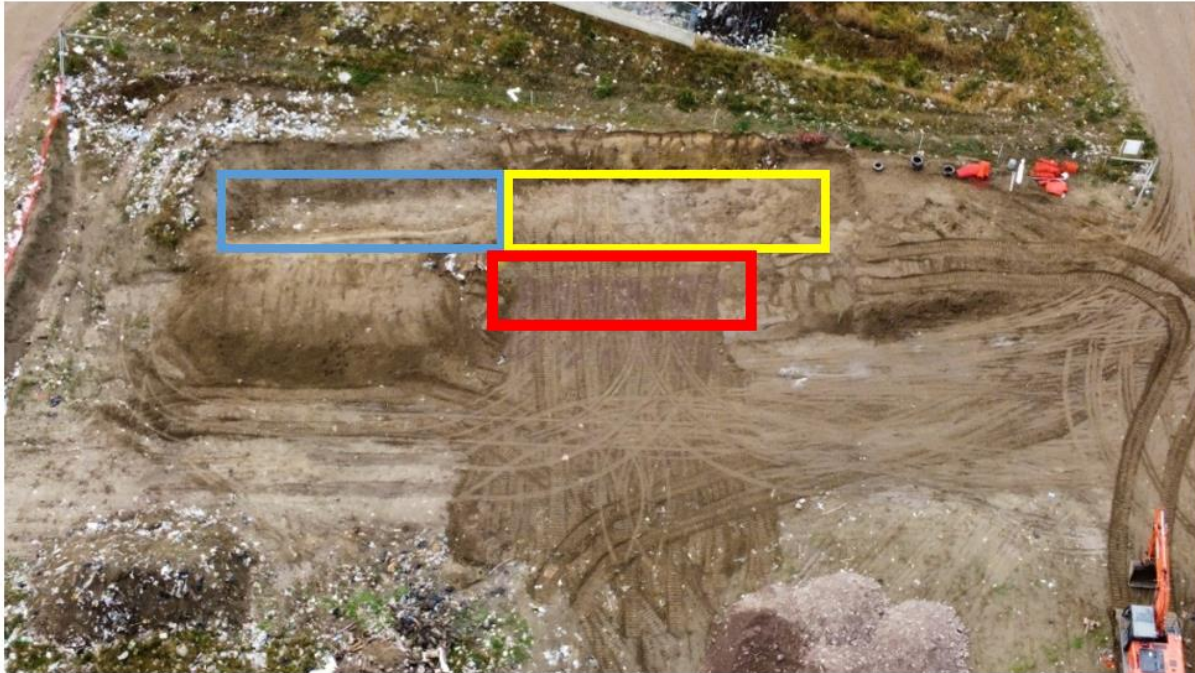


Loading material into lined truck bed



Waste material encased in poly

Remediation began on August 14, 2021 and waste was removed from all three cells and classified for disposal.



 Cell 1 - industrial waste (not NORM)
 Cell 2 – NORM
 Cell 3 - NORM

A total of 30 truckloads (671 tonnes) of impacted soil were removed from the site – 21 truckloads of naturally occurring radioactive material (NORM) and 9 truckloads of other materials. Technicians conducted gamma scans of the site to ensure all waste had been removed; all equipment was gamma scanned and decontaminated before leaving the site.



Technicians conducting verification gamma scans



Loaded trailers staged at landfill site

NTR Phase 1 - Fort Smith Landfill – Temporary Storage Area

Pre-Fieldwork	Completed	Ongoing
Plans from Golder – review/accept	Jun. 30	
Town of Fort Smith – review/accept plans	Jul. 12	
Fieldwork		
Site preparation	Jul. 23	
Waste screening & sampling	Aug. 31	
Laboratory analytical results	Sept. 16	
Waste transport and disposal (671 tonnes) 10 truckloads (not NORM)	Aug. 26	
21 truckloads (NORM)	Sept. 25	
Site restoration	Sept. 30	
Laboratory analytical results (confirm waste removed)	Oct. 5	
Draft report		Nov. 15
Post-Fieldwork		
Plans/preparations for Phase 2 Bell Rock		2022

Remediation and restoration at Fort Fitzgerald and Fort Smith Temporary Storage Areas are complete and ensure these sites meet criteria for future unrestricted land use.

For more information about the Northern Transportation Route initiative visit www.cnl.ca/ntr or contact CNL's Historic Waste Program Management Office at 866-513-2325 ext. 41180.



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, September 7th, 2021, at 7:00 pm

Chairperson: D/M Smith
Members: Mayor Napier, Cr. Westwell, Cr. Pischinger, Cr. Beaulieu, Cr. Cox, Cr. Couvrette, Cr. Campbell, Cr. McArthur
Regrets: Cr. Cox, Cr. Campbell, Cr. McArthur
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 7:01 pm.

2. Review

- a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: Cr. Couvrette

That the agenda be adopted as amended.

Cr. Westwell would like to add under other business 9a discussion regarding human resources.

CARRIED UNANIMOUSLY

- a. Minutes – The Corporate Services Standing Committee Minutes of August 3rd, 2021, were reviewed and adopted at the Regular Meeting of Council on August 17th, 2021.

Cr. Couvrette stated under section 5 bylaw review under paragraph c where it talks about the customer portion and the first 5000 should be 500 for the deductible.

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

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

SAO stated she suggest Council may want to have a working session to discuss a turnaround document for the next Council. She stated it would be an opportunity to go over the strategic plan. She stated they are doing the same thing with other plans that they can work on and present to the next council.

3. Governance

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

- i. Bylaw Review Committee

SAO stated there was a BRC meeting at the end of last month. She stated next week for municipal services they will be bringing bylaws up front.

- ii. Communications Committee

Cr. Cox stated they have not had a meeting in August, but they have been working on doing online social media posts about showing information with the paving program and construction of the playgrounds. Cr. Couvrette stated that council should look into doing a document regarding communication and strongly recommends that next council look at quickly adopting communication protocol and strategy. He stated he thinks council should have a communication strategy.

iii. Daycare

SAO stated they had heard the Territory is working hard on accessing the liberals plan on \$10 daycare. She stated they will have to wait and see if the programs come to NWT.

iv. Community Recreation Center

SAO stated that the contractor and herself have been through drawings and they are working hard on the upstairs and it has been gutted. She stated that the steering committee met last week and there were some edits made to the draft for the indeterminate agreement. She stated it was sent to the Seniors' Society. She added that the Executives of the Winter & Curling Sports Club will be meeting with the committee to go over the new agreement.

4. Director's Report

The Director provided a report on the operations of the Corporate Services Department. Obrian stated they are prepping for the end of the year, and they are starting work for the 2022 budget. He stated they are also prepping for years end. He also added they are preparing for the new software for payroll. SAO stated they are very excited for the new payroll system and the efficiency of it. She stated the tax auction is coming at the end of September. She stated they are working through developing the contribution for small business development fund.

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

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

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

5. Administration

a. Briefing Note- Slope Remediation Design and Construction Plan Update

SAO stated that the funding for this project, in the amount of \$166,720, was received in 2017 through Federal Climate Change Adaptation Funding. This funding did not require a contribution from the Town of Fort Smith. She stated that in December 2018, Wood Environment & Infrastructure Solutions was awarded the work in the amount of \$149,972.00 plus GST. She added that the scope of work for this project was to review previously completed slope studies for three locations: the sewage lagoon, a downtown sector, and Axe Handle Hill, and prepare remediation designs and construction drawings for a 4.5km section of the slope. She added as per the RFP the focus of the work was to develop remediation plans and construction drawings which would aim to flatten the slope via cutting and filling.

SAO stated as a part of the investigation the consultant reviewed a number of background documents, including slope assessments from 2004 onward, including LiDAR data from 2009, historical hydrotechnical data. An initial report was received from the consultant in October 2019, outlining the results of their data analysis, which included recommendations and next steps. She stated that the ideal remediation would be to have the riverbank re-graded to a 6-degree slope, but this will require the removal of 16 million m3 of soil (Table 3: Approximate Cut and Fill Volumes). She added that 2 Re-grading to this slope would also impact municipal, private, and territorial infrastructure as note in Table 2:

Potentially Impacted Infrastructure and Figure 11 of the report. Re-sloping to 10-degrees has the least impact on infrastructure and requires the least amount of soil to be removed but, according to the consultant, is unlikely to have the desired effect of significantly avoiding or reducing slumping and sliding. She advised that the consultant is currently working with the GNWT to obtain some more recent InSAR and LiDAR data to develop a model of change over time of the riverbank. With remediation of the slope, we will need to consider the environmental impacts of removing large areas of vegetation and how that will impact local flora and fauna. Analysis: Given the attached report it is unlikely that a whole scale re-sloping of the riverbank within municipal boundaries is logistically and environmentally feasible. She added that at this time the consultant is recommending some form of monitoring system with remediation of priority areas that may currently exist or that develop in the future. The federal funding for developing a monitoring and management plan is in place until March 31, 2022. She stated that the updated data will help the consultant to develop this plan and recommend strategies and equipment to carry out the plan. She advised that a monitoring plan will help the Town to engage with other stakeholders, such as the GNWT and federal government, to support ongoing remediation efforts as the need arises. The Environmental Reserve Zone protects from infrastructure development in the highest risk areas. Any need for a change in designation of this zone can be addressed during the upcoming zoning bylaw and community plan reviews

Cr. Beaulieu stated that the document stated 2004 which is almost 20 years ago and wonders why there hasn't been a process started. Cr. Westwell stated he is happy to see this report. Cr. Couvrette stated that when you look at the atlas from MACA and indicates land ownership and most of it is commissioners land. He stated he does not see it in the best interest of the community to put a bunch of resources of land that commissioner has no interest to transfer the land to the community. He stated until they are willing to be invested in this process the recommendation to deal with is as is will be something council really needs to look into. Cr. Cox stated she is glad to see the report and thinks that the surprising thing was the recommendation was to monitor and address something as it happens. She stated she is skeptical that is the best approach. Cr. Beaulieu stated that it describes the water resource, and it does not talk about any of the underground drainage. She stated it will not stop the sloping of the land. SAO stated that this is data that they don't have enough information. She stated monitoring would mean small changes vs places that aren't changing at all. D/M Smith stated it would be nice to provide council more information especially with data from a drone. Cr. Couvrette stated if there was any intend for administration to find out the cost for monitoring system will be. SAO stated that once the data comes in then they will have a few choices for monitoring systems.

b. Briefing Note- TRC Civic Holiday Bylaw

SAO stated the Federal and Territorial governments have proclaimed September 30th, as National Day of Truth and Reconciliation, which will be a statutory holiday going forward. She added that in June 2020, Council adopted the UN Declaration on the Rights of Indigenous Peoples and the TRC Calls to Action. SAO stated that the Town continues to move forward with Truth and Reconciliation and decolonizing efforts. She added that the adoption of September 30th of the National Day of Truth and Reconciliation as a standing civic holiday is one more step. She advised that the Town of Fort Smith collective bargaining agreement does not incorporate any new statutory holidays but does recognize any civic holiday proclaimed by Council.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Cox

That Council approves the National Day of Truth and Reconciliation civic holiday bylaw.

CARRIED UNANIMOUSLY

c. Alcohol Strategy Representatives

SAO stated that the territorial government is looking to work on their new alcohol strategy plan. Cr. Cox suggest an express of interest may be the answer.

d. Acting SAO

SAO stated she will be on leave from September 22nd until October 4th. She added that Emily Colucci will be acting.

RECOMMENDATION

Moved by: Cr. Westwell

Seconded by: Cr. Beaulieu

That Emily Colucci be Acting SAO from September 22nd at 8:30 am until October 4th at 8:30am.

CARRIED UNANIMOUSLY

6. Other Business

- a. Cr. Westwell stated that he cannot participate in the HR Committee for the hiring of Director of Municipal Services and would like to step down for the committee for this hiring.

RECOMMENDATION

Moved by: Cr. Westwell

Seconded by: Cr. Couvrette

That Cr. Cox be appointed as alternative for the HR committee for the hiring of Municipal Services Director.

CARRIED UNANIMOUSLY

7. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Westwell

Seconded by: Cr. Couvrette

That Mayor Napier, Cr. Campbell be excused from the Corporate Services Standing Committee meeting of September 7th, 2021.

CARRIED UNANIMOUSLY

8. Date of Next Meeting

The next Corporate Services Standing Committee meeting will be held on October 5th, 2021.

9. Adjournment

RECOMMENDATION

Moved by: Cr. Cox

Seconded by: Cr. Beaulieu

That the meeting be adjourned at 7:54pm.

CARRIED UNANIMOUSLY

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.



Fort Smith
Northwest Territories
UNEXPECTED. UNFORGETTABLE.

TOWN OF FORT SMITH

STRATEGIC PLAN - 2018



WELCOMING | INNOVATIVE | SUSTAINABLE | UNIFIED | COMMITTED

Message from the Mayor



On behalf of the Town Council for the Town of Fort Smith, I am pleased to present the new Strategic Plan. This plan provides direction for how the Town will move forward in priorities, decisions, and opportunities for the next several years.

We have been able to meet with residents, businesses, and other Governments throughout the town to talk about what is vital to our community growth, wellness, sustainability, roles, economy, values, and identity. It is through the engagement process that we identified and consolidated the goals that you see as essential for the municipality. Many are under the mandate of the Town, while many others highlight the role that we need to take as a facilitator on social and wellness issues and as an advocate for our community.

Our decision-making process connects to the vision that our community has put forward. As we resolve issues that come before Council and how we will proceed, the Strategic Plan will be an integral part of those discussions. The Strategic Plan will be brought forward to the community for continued engagement through implementation.

We look forward to bringing to life the vision that we have created together.

Mayor Lynn Napier-Buckley

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Introduction

Building on the successful implementation of the 2010 Strategic Plan, Town Council initiated a Strategic Plan update. A community engagement process was undertaken to better understand the priorities that residents feel their local government should focus on.

This Strategic Plan is an important document for our town. It defines where we want to go as a community and provides us with the map to get there. It helps us to respond effectively and efficiently to issues facing our community and to take advantage of new opportunities that arise. It's about setting the direction that will help to maintain the kind of town we want.

We spoke with over 200 Fort Smith residents about your priorities for our town through an intensive engagement process. Whether you responded to the survey, attended a community event or participated through an advisory board, we thank you for being part of the process.

Strategic Planning is an on-going process. We will need additional input from our residents as we implement this plan. We hope that you will continue to partner with us, so we can continue to meet your needs now and in the future.

On behalf of the Town of Fort Smith Council and Staff, the Mayor and Council are pleased to present our 2018 Strategic Plan. This Plan establishes our goals and sets our direction over the next several years.

Background

The Town of Fort Smith is nestled on the banks of the Slave River¹. Once the capital of the Northwest Territories, Fort Smith has always been a hub of activity. For centuries, the Dene and Métis hunted and fished the land and tributaries flowing into the Slave River. The waterway was key to their movements, following the ancient rhythms of animals and seasons. Explorers and fur traders later used the Slave as a gateway from the Prairies when travelling north from Lake Athabasca.

Fort Smith was the site of a Hudson Bay settlement. For 200 years, all freight from the south travelled the Slave River. Due to the formidable rapids at Fort Smith, this freight would need to be portaged. This was the route to the Arctic until a highway to Hay River was built in 1949 and freight was transported to Great Slave Lake. Fort Smith was the capital of the Northwest Territories until 1967.

Today, its residents describe Fort Smith as a friendly, welcoming community. It has much to offer to residents and visitors alike. The Town has modern facilities, including a library, arena, snowboard park, track and field facility, pool, curling rink, and large gymnasium; excellent health and social services; and regular community programming for all age levels. Health and safety are ensured by the local RCMP detachment, volunteer fire and ambulance departments, the volunteer animal society, and the Fort Smith Health and Social Services Centre.

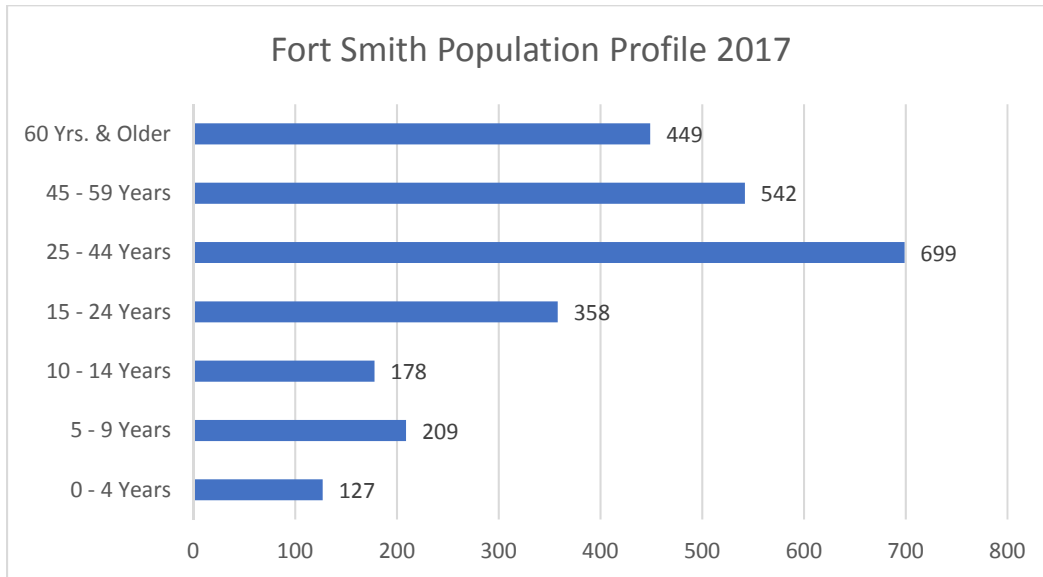
Fort Smith is the NWT education capital. All grades are available, from Nursery School, Head Start, Junior Kindergarten, Kindergarten to Grade 12, as well as French immersion and alternative education programs. The town is also home to Aurora College's headquarters and largest of three campuses.

World-class rapids, the world's largest Dark Sky Preserve, a UNESCO World Heritage Site and territorial and national parks are all nearby. The Northern Life Museum and Cultural Centre features impressive cultural and natural collections from the Thebacha region.

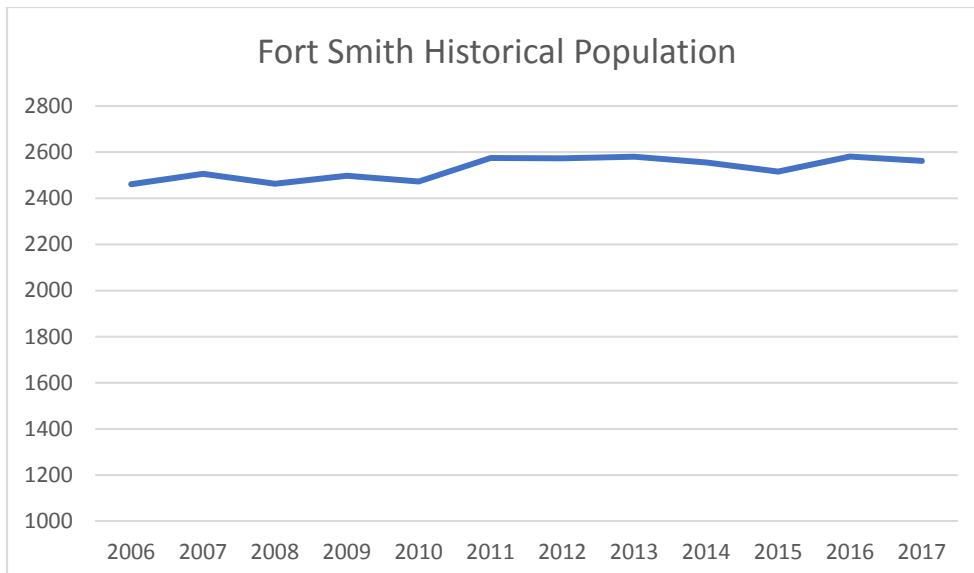
¹ From Town of Fort Smith Website

Demographics

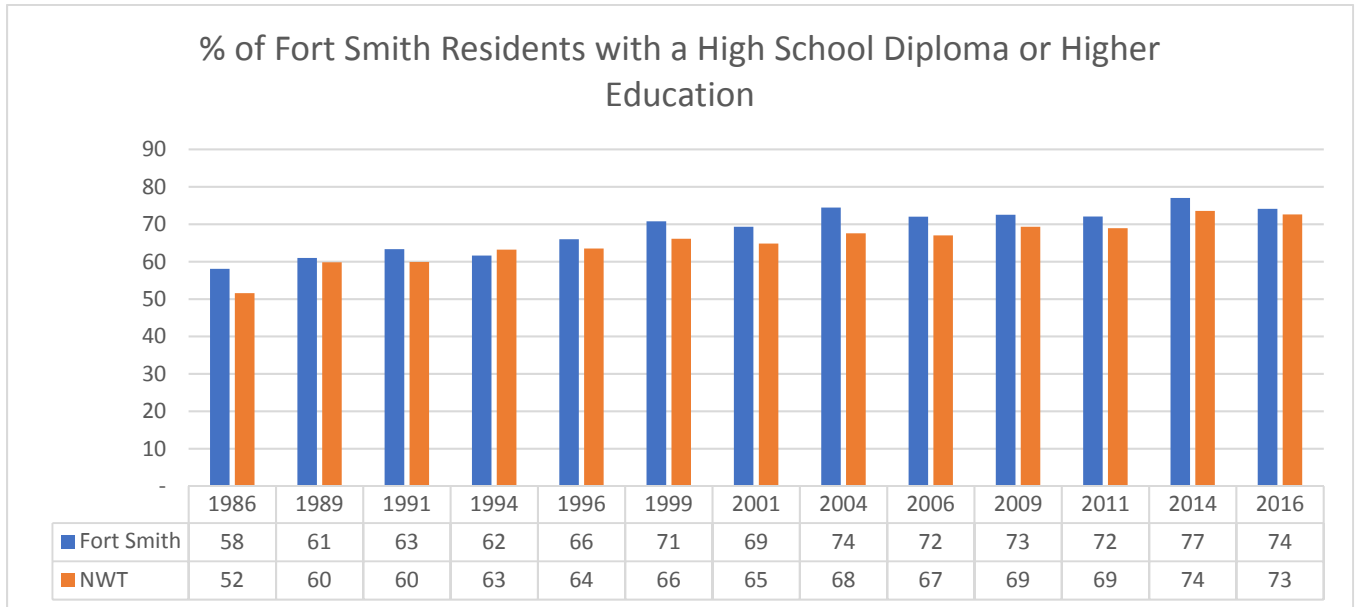
The 2017 population profile below shows that the largest age group in Fort Smith is from ages 25-44. While this is significant, it is also worth noting that 34% of the population is under the age of 24 and 39% of the population is over the age of 45.



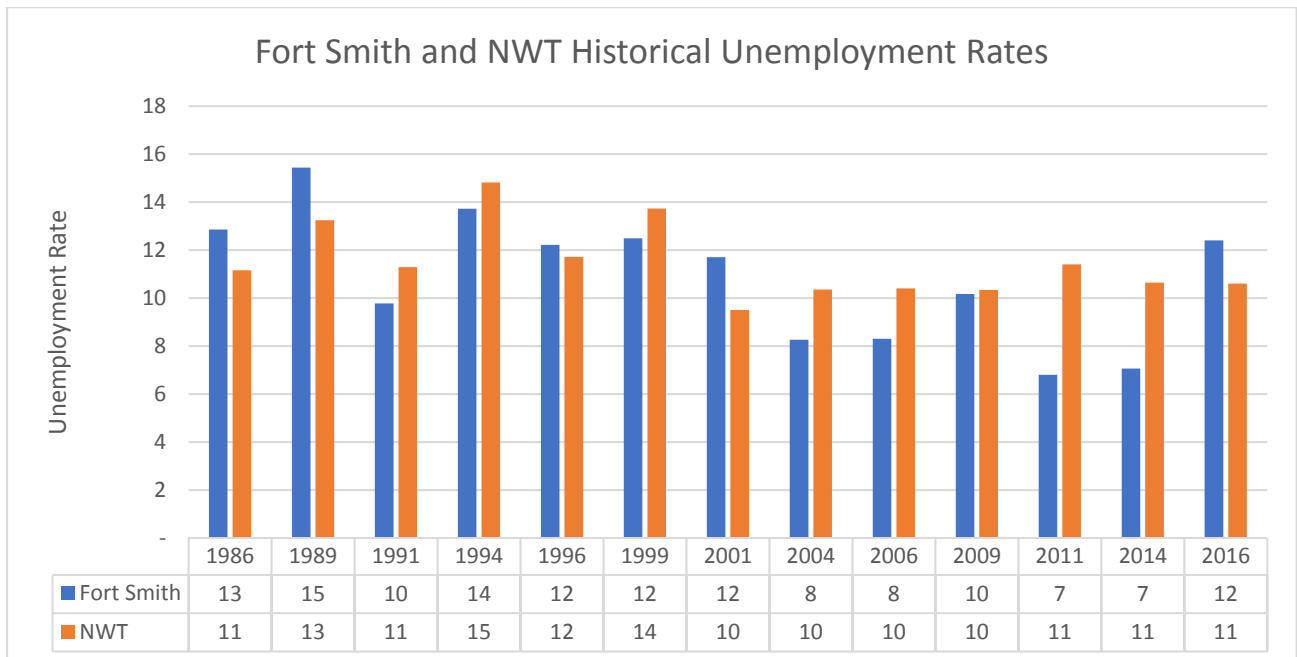
From 2007 to 2017 there was a slight increase in the population of Fort Smith. It grew by 0.2% in that time frame. However, the population of the age group 60 + rose by 4.2% over those 10 years.



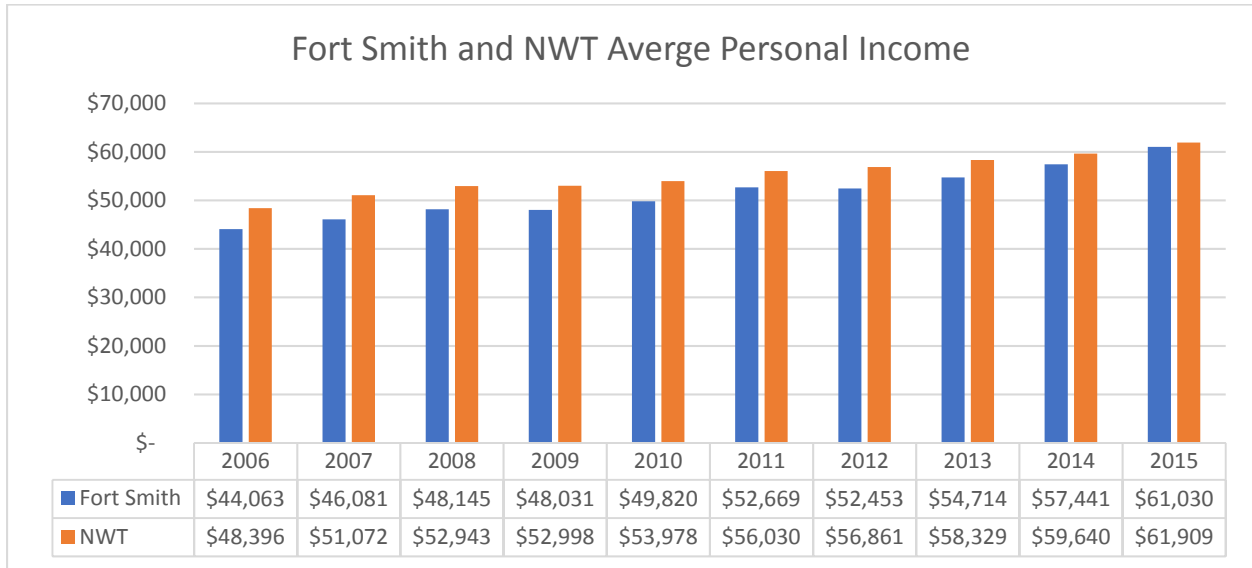
Fort Smith is a well-educated community. Those who hold a high school graduation diploma or have achieved higher education has increased in Fort Smith and throughout the NWT from 1986 to 2016. In general, the percentage of residents with a high school diploma or higher education is higher among those living in Fort Smith than the whole of the NWT.



The unemployment rate in Fort Smith is generally lower than the NWT.



Average incomes in Fort Smith continue to rise. From 2006 to 2015, the average personal income has been slightly lower in Fort Smith than in the Northwest Territories. However, the increase in income during this period has been higher in Fort Smith.



Process

The community engagement process took place over a 12-month period in 2017 and 2018. More than 200 residents participated and identified opportunities for Fort Smith's future. The perspectives gathered provide direction for the updated Strategic Plan. The process included the following opportunities for engagement:

- Community Survey
- Stakeholder workshops (7) – Northern Life Museum, Fort Smith Housing Authority, Chamber of Commerce, Fort Smith Métis Council, Fort Smith Seniors Society, Salt River First Nation, Smith's Landing First Nation, and Fort Smith Health and Social Services Society.
- Mayor and Council Workshops (3)
- Town of Fort Smith Advisory Board Workshops – Culture, Recreation, Tourism and Trade, and Sustainable Development.
- Information Booth at Aurora College
- Youth Visioning Workshop
- World Café

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.

Priorities

Key themes and priorities emerged through the community engagement process. The residents of Fort Smith have a clear perspective on our Town's priorities. They are presented in two sections. The first includes priorities within the Town's mandate to address; the second include priorities that the Town can work with other governments and agencies to achieve.

Town Mandate

- responsive government
- youth
- attraction and retention of residents
- partnerships with Indigenous governments and others
- safety and legislation
- infrastructure
- community services
- communication

Town as Facilitator

- health and wellness
- child care
- sustainability, energy and climate change
- education
- economy
- affordable housing

Goals, Strategies and Actions

Based on the priorities our goals are:

- **To retain existing and attract new residents**
- **To be the healthiest community in the Northwest Territories**
- **To be a leader in sustainability**
- **To grow our role as the education capital in the NWT**
- **To create a diversified local economy**
- **To operate a responsive and transparent government**

Each goal is supported by strategies and actions to address the priorities. We are committed to working toward achieving these goals.

To retain existing and attract new residents.

Accomplishments

- ✓ Downtown Development Plan
- ✓ Special awards program that contributes to communication with elders
- ✓ Community engagement
- ✓ Development of Westgrove III

Strategies

- Support the development of affordable housing within the town
- Support the development of high quality and affordable child care in the town
- Work with Indigenous governments to support their development plans
- Promote Fort Smith as the Best Place to Live North of 60
- Develop a road connecting Fort Smith with the south

Support the development of affordable housing within the town

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6 Yrs +
Identify tools the Town has to reduce housing costs	A		
Work with local developers to promote diversity of housing types	A		
Work with the Fort Smith Housing Authority		A	
Work with the College to explore feasibility of renovating and renting vacant student housing			G
Work with the GNWT to explore the feasibility of renovating and renting the RCMP homes being replaced			G
Lobby GNWT, Minister, and Federal Government for support to develop housing			G

Support the development of high quality and affordable child care in the town

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6 Yrs +
Work with partners to develop child care (including infant, toddler, pre-school and after school care) in the town	A		
Identify tools available to the Town to support the development of additional child care spaces	A		

Work with Indigenous governments to support their development plans

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6 Yrs +
Provide and expand municipal services to accommodate growth and development			A
Prepare for future and support settled land claims			A

Promote Fort Smith as the Best Place to Live North of 60 “Unexpected; Unforgettable”

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6 Yrs +
Develop and implement a promotional campaign stressing location, quality of life, outdoor recreation, facilities and services	A		
Partner with businesses and government agencies on a strategy to attract new residents		A	
Develop a Fort Smith fact sheet for orientation to Town services, amenities, recreation opportunities, etc.		A	

Develop a road connecting Fort Smith with the south

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6 Yrs +
Work with the GNWT, Government of Alberta, the Federal Government and Indigenous Governments in and around Wood Buffalo National Park to create the connection			G

To be the healthiest community in the Northwest Territories.

Accomplishments

- ☑ Rebuilding the arena
- ☑ Increased and stronger bylaw enforcement
- ☑ Fire smart program
- ☑ Partnership with RCMP
- ☑ Pedestrian and vehicle safety improvements
- ☑ Improvement in community services
- ☑ Track and field facility
- ☑ Thebacha Trail
- ☑ Snowboard park
- ☑ Hosting the Arctic Winter Games

Strategies

- Increase community wellness and overall health
- Maintain and improve existing community facilities
- Ensure the safety of our residents

Increase community wellness and overall health

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Work with partners to update the Community Wellness Plan	G		
Work with partners to identify funding for a Community Wellness Coordinator	G		
Offer healthy food and beverage options at all Town facilities	A		
Develop a youth-led strategy for meeting their health and recreation needs	A		
Continue to develop both indoor and outdoor active recreation opportunities	A		
Provide additional STEAM and literacy-based recreational opportunities	A		
Member of Council to attend the Seniors' lunch program to develop awareness of elder needs	G		

Maintain and improve existing community facilities

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Implement recreation facility upgrade (midlife retrofit)	A		
Implement park space assessment recommendations		A	
Replace Town Hall		A	
Replace Library		A	

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Develop new Protective Services Building (firehall and ambulance)		A	
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Ensure the safety of our residents

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Update and implement emergency preparedness plan	A		
Roll out and use the Mass Notification System	A		
Organise and attend monthly meetings with RCMP and quarterly meetings with Ambulance and Fire Department	G		
Increased and stronger bylaw enforcement presence (speeding, dog control, contamination and littering)		G	
Work with inter-agency to address youth crime	G		
Identify barriers among homeowners regarding implementing the FireSmart Education Program	A		
Update and implement the FireSmart program for Town lands, private lands and Commissioner lands	A		
Citizens on Patrol in Town (work with RCMP and Indigenous Governments)	G		

To be a leader in sustainability.

Accomplishments

- ☑ Contributions of the Advisory Boards
- ☑ Waste Management Strategy
- ☑ Arena has electrified boiler (back up oil boiler only used if no power)

Strategies

- Be the first carbon neutral community in the NWT
- Reduce waste

Be the first carbon neutral community in the NWT

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Update and continue to implement and monitor the Energy Plan	A		
Develop a climate change adaptation plan		A	
Explore the feasibility of replacing Town vehicles with electric vehicles			A
Develop a plan to replace fuel oil with hydro electricity for residents			A
Educate residents on energy efficiency measures			A
Work with builders to develop sustainable housing			A
Explore partnerships with the GNWT to retrofit existing buildings with energy efficient alternatives	A		
Partner with the GNWT to identify funding to support this strategy	A		

Reduce waste

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Implement recommendations of solid waste management and recycling study	A		
Explore feasibility of collection and composting of organics (food and garden waste)	A		
Identify funding opportunities to move plan implementation ahead more quickly	A		

To grow our role as the education leader in the NWT.

Accomplishments

- ☑ Enhanced partnerships with Joseph Burr Tyrell Elementary School and Paul William Kaeser High School
- ☑ Town support for school events and activities

Strategies

- Lobby the GNWT to maintain and grow Fort Smith's educational status in the NWT
- Building strong relationships with the Aurora College Student Community
- Foster relationship with our schools – Joseph Burr Tyrell Elementary School and Paul William Kaeser High School
- Maintain the headquarters for NWT post-secondary education in Fort Smith

Lobby the GNWT to maintain and grow Fort Smith's educational campus status in the Northwest Territories

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Work with Aurora College to initiate discussions with the GNWT about current and future plans for post-secondary education in the Northwest Territories	G		
Continue to emphasise Fort Smith's role as a campus town with lots to offer students	A		

Build strong relationships with the Aurora College Student Community

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Ensure college students feel welcome (i.e. add student tab to Town website)	A		
Host Town-sponsored events for students	A		
Connect high school students within and outside the community with College offerings	G		
Lobby the GNWT to replace Breynat Hall and replace/upgrade student housing	G		

Maintain the headquarters for NWT post-secondary education in Fort Smith

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Communicate regularly with the Campus Director	G		
Become closer to the governance of the College; communicate with the Office of the President	G		
Appoint a Council liaison person	G		
Identify opportunities to participate in Aurora College activities such as orientation, student appreciation week and graduation	A		

Lobby the GNWT to ensure that Aurora College headquarters remain in Fort Smith, to reestablish appropriate governance of Aurora College, and to reinstate programs recently abolished (teacher education, social work)	G		
Work with other territorial governments (municipal, Indigenous) GNWT Ministers and MLAs to emphasise the benefits of having Aurora College headquarters in Fort Smith, and the dangers of GNWT centralisation	G		

Foster relationship with our schools – Joseph Burr Tyrrell Elementary School and Paul William Kaeser High School

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Transition to elected members to the District Education Authority (DEA) with regular reporting back to Council	G		
Offer student awards	G		
Support lunch and crosswalk programs	G		
Review and update joint use agreement	A		
Provide tournament support	A		
Identify other opportunities to partner with our schools	A		
Hold annual youth visioning workshop	G		
Coordinate training in municipal government for youth in grades 10,11, and 12	A		
Create a youth voice on advisory boards	G		

To create a vibrant local economy.

Accomplishments

- ☑ Economic Development Strategy
- ☑ Hired Economic Development Officer

Overall Strategies

- Support implementation of Economic Development Strategy
- Continue training of Economic Development Officer
- Build capacity of the Economic Development department
- Ensure continuing roles for the Tourism and Trade Advisory Board

Goals + Strategies (from 2017 Economic Development Strategy)

Goal #1: Foster and Encourage Business and Job Creation and Retention Strategies

- Opportunities assessment
- Develop land & business inventory
- Gather input from business community
- Identify investment objectives & strategies
- Implement investment strategy
- Strengthen government positions in Fort Smith

Goal #2: Increase Communication with and within the Business Community Strategies

- Assess local business climate
- Provide educational & networking opportunities
- Regular communication with business community
- Support Chamber of Commerce with “Shop Local” campaign

Goal #3: Diversify the Local Economy Strategies

- Create a cooperative planning strategy with community and regional partners
- Identify areas of economic “leakage” and areas to recapture spending
- Encourage youth and emerging entrepreneurs

Goal #4: Attract and Retain Residents to live in Fort Smith Strategies

- Identify the current situation
- Define key target markets, messaging & strategy
- Develop a marketing strategy
- Increase housing options
- Create a resident ambassador program

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Goal #5: Enhance Livability

Strategies

- Identify areas needing improvement
- Strengthen public engagement
- Create a community improvement plan/program
- Create municipal funding program
- Identify transportation concerns
- Grow culture and arts sector

Goal #6: Attract Shoppers and Visitors from the Region into our Community

Strategies

- Direct marketing campaign
- Improve visitor experience

Goal #7: Champion and Assist with Tourism Product Development and Packaging

Strategies

- Champion new development
- Identify the barriers to tourism development
- Encourage cultural aspects of tourism products

Goal #8: Increase number of Festivals, Sporting Events and Conferences held in Fort Smith

Strategies

- Create/maintain active Volunteer Base
- Collaborate with local and territorial organisations to host and market events

Goal #9: Work with Regional Partners to Market Fort Smith (Hay River, Fort McMurray, Yellowknife, Edmonton)

Strategies

- Market Fort Smith regionally, nationally and internationally

To operate a responsive and transparent government.

Accomplishments

- ☑ Paving of roads
- ☑ More streetlights
- ☑ Improved clearing of roads and sidewalks
- ☑ Waste Management Plan
- ☑ Updating bylaws
- ☑ 20 Year Capital Plan
- ☑ Council representative on the Museum Board
- ☑ Continuing implementation of Infrastructure Plan
- ☑ Stability in management
- ☑ Invigoration of Advisory Boards
- ☑ Website
- ☑ Opportunities for citizens to be involved in governance without being on Council

Strategies

- Continue to provide high quality programs and services to our citizens
- Implement the calls to action for municipal governments from the Truth and Reconciliation Commission
- Be the employer of choice in the NWT
- Maintain and improve existing community infrastructure
- Review legislation to ensure it is up to date and relevant
- Ensure community members are well-informed
- Improve communication and dialogue with other levels of government including government agencies and boards
- Formalise orientation for new and returning Mayor and Council by Administration to ensure continuity after elections

Continue to provide high quality programs and services to our citizens

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Undertake annual community services satisfaction survey to identify improvements and solicit ideas for new programs and services	A		
Continue tax relief program for seniors and disabled persons		G	
Coordinate annual meeting of all Advisory Boards; facilitate sharing of information between Boards; quarterly Chair meetings	G		
Develop a Sponsorship Policy to increase revenue available for programs and services	A		

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Recognise and support the work of volunteers	G		
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Implement the calls to action for municipal government from the Truth and Reconciliation Commission

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Fully adopt and implement the <i>United Nations Declaration on the Rights of Indigenous Peoples</i> as the framework for reconciliation	G		
Reform policies and bylaws in support of decolonisation	G		
Provide education to staff on the history of Indigenous people, including the history and legacy of residential schools, the <i>United Nations Declaration on the Rights of Indigenous Peoples</i> , Treaties and Indigenous rights, and Indigenous-Crown relations	A		

Be the employer of choice in the NWT

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Organise regular staff and Council meetings and social activities	A		
Highlight staff achievements	G		
Maintain a safe and respectful workplace	GA		
Maintain stability in management	GA		

Maintain and improve existing community infrastructure

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Repair and upgrade roads as required	A		
Repair and upgrade sidewalks as required	A		
Lobby GNWT and Federal Government to stabilise the slide zone		G	
Increase streetlighting as required	A		
Ensure that costs for water and solid waste are fully covered by users through user fees	A		
Continue to implement the 20 Year Capital Plan	A		

Review legislation to ensure it is up to date and relevant

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Continue the review of all bylaws, policies and procedures to ensure effectiveness and relevance	A		
Create new bylaws as required (i.e. legalization of marijuana)	A		

Ensure residents, college students and visitors are well-informed

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Develop community communications guidelines and policies	G		
Host an annual Open House to provide an update on Town activities and provide opportunities for public input	G		
Continue monthly calendar and community news sheet advertising local businesses and community events	A		
Make more effective use of media platforms to communicate Town events	A		
Work with the College to share information on Town activities	A		
Replace and relocate electronic sign	A		

Improve communication and dialogue with other levels of government including Indigenous governments

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Work with Indigenous governments to implement Municipal Service Agreements	G		
Foster partnerships with other agencies and organisations	G		
Regular meetings with Smith's Landing First Nation, Salt River First Nation and the Fort Smith Métis Council to discuss areas of common concern and provide support where applicable	G		

Formalise orientation for new and returning Mayor and Council by administration to ensure continuity after elections

Actions (A – Administrative; G – Governance)	1-2 Yrs	3-5 Yrs	6+ Yrs
Develop a policy mandating orientation		A	
Develop procedures for when and how orientation will take place		A	

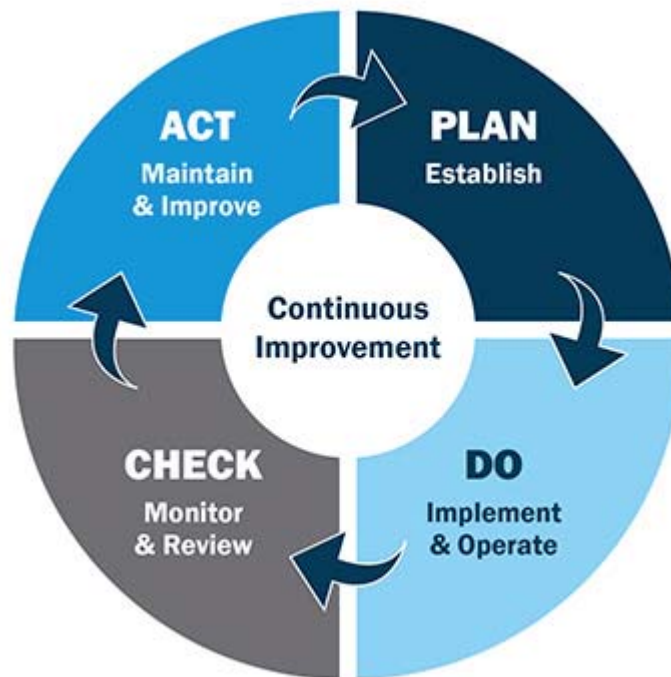
Next Steps

As a next step, we will work with staff to develop the financial plans to support the implementation of our Strategic Plan. Some of our strategies can be pursued, and action items can be accomplished, over the short-term while others might need to be pursued over the long-term.

Meeting our goals will require a coordinated effort from Mayor and Council, staff, Advisory Boards, other agencies and residents. Each Strategic Plan goal includes an implementation plan with suggested strategies and actions for addressing that goal. This is a critical starting point for the implementation of the Plan.

Evaluation and monitoring is the second key implementation tool. Evaluation and monitoring annually will enable us to:

- prioritize goals each year;
- set specific performance measures and performance targets;
- analyze progress towards meeting targets;
- reconsider goals and timing considering progress;
- involve residents in evaluating success; and
- communicate successes and challenges to residents as well as plans for the upcoming year.



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This approach provides a continual loop of planning, implementation and evaluation. It includes all stakeholders and involves residents in proactively planning community services as well as evaluating how community programs and services are meeting their needs.

Through this process we have identified our community values and priorities, and these will be our guide as we move forward. Our progress toward addressing these priorities and achieving our goals will be formally reported on through the Town's Annual Report.

Strategic Planning is an on-going process and your feedback is an important part of moving forward.

Appendix - Foundational Documents

Foundational documents

Below is a list of the documents reviewed as part of the process of developing the 2018 Town of Fort Smith Strategic Plan.

GNWT, **Cities, Towns and Villages Act** (2014)
GNWT, **Summary of Community Statistics** (2018)
Salt River First Nation, **Municipal Services Agreement** (2001)
Smith Landing First Nation, **Municipal Services Agreement** (nd)
Town of Fort Smith, **5 Year Capital Plan** (2010)
Town of Fort Smith, **20 Year Capital Plan** (2014)
Town of Fort Smith, **Capital Plan** (2016)
Town of Fort Smith, **Community Energy Plan** (2010)
Town of Fort Smith, **Community FireSmart Protection Plan** (2010)
Town of Fort Smith, **Community Services Master Plan** (2012)
Town of Fort Smith, **Drainage Assessment** (2010)
Town of Fort Smith, **Economic Development Strategy** (2017)
Town of Fort Smith, **Integrated Community Sustainability Plan** (2010)
Town of Fort Smith, **Parks and Open Space Plan** (2017)
Town of Fort Smith, **Tourism/Visitor Services Branding and Marketing Strategy** (2011)

To retain existing and attract new residents.

Support the development of affordable housing within the town

Actions	1-2 Yrs	3-5 Yrs	6 Yrs +
Work with the College to explore feasibility of renovating and renting vacant student housing			G
Work with the GNWT to explore the feasibility of renovating and renting the RCMP homes being replaced			G
Lobby GNWT, Minister, and Federal Government for support to develop housing			G

Develop a road connecting Fort Smith with the south

Actions	1-2 Yrs	3-5 Yrs	6 Yrs +
Work with the GNWT, Government of Alberta, the Federal Government and Indigenous Governments in and around Wood Buffalo National Park to create the connection	G		

To be the healthiest community in the Northwest Territories.

Increase community wellness and overall health

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Work with partners to update the Community Wellness Plan	G		
Work with partners to identify funding for a Community Wellness Coordinator	G		
Member of Council to attend the Seniors' lunch program to develop awareness of elder needs	G		

Ensure the safety of our residents

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Organize and attend monthly meetings with RCMP and quarterly meetings with Ambulance and Fire Department	G		
Increased and stronger bylaw enforcement presence (speeding, dog control, contamination and littering)	G		
Work with inter-agency to address youth crime	G		
Citizens on Patrol in Town (work with RCMP and Indigenous Governments)	G		

To grow our role as the education leader in the NWT.

Lobby the GNWT to maintain and grow Fort Smith's educational campus status in the Northwest Territories

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Work with Aurora College to initiate discussions with the GNWT about current and future plans for post-secondary education in the Northwest Territories	G		

Build strong relationships with the Aurora College Student Community

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Connect high school students within and outside the community with College offerings		G	
Lobby the GNWT to replace Breynat Hall and replace/upgrade student housing	G		

Maintain the headquarters for NWT post-secondary education in Fort Smith

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Communicate regularly with the Campus Director	G		
Become closer to the governance of the College; communicate with the Office of the President	G		
Appoint a Council liaison person	G		
Lobby the GNWT to ensure that Aurora College headquarters remain in Fort Smith, to reestablish appropriate governance of Aurora College, and to reinstate programs recently abolished (teacher education, social work)	G		
Work with other territorial governments (municipal, Indigenous) GNWT Ministers and MLAs to emphasize the benefits of having Aurora College headquarters in Fort Smith, and the dangers of GNWT centralization	G		

Foster relationship with our schools – Joseph Burr Tyrrell Elementary School and Paul William Kaeser High School

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Transition to elected members to the District Education Authority (DEA) with regular reporting back to Council	G		
Offer student awards	G		
Support lunch and crosswalk programs	G		
Hold annual youth visioning workshop	G		
Create a youth voice on advisory boards	G		

To operate a responsive and transparent government.

Continue to provide high quality programs and services to our citizens

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Continue tax relief program for seniors and disabled persons		G	
Coordinate annual meeting of all Advisory Boards; facilitate sharing of information between Boards; quarterly Chair meetings	G		
Recognize and support the work of volunteers	GA		

Implement the calls to action for municipal government from the Truth and Reconciliation Commission

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Fully adopt and implement the <i>United Nations Declaration on the Rights of Indigenous Peoples</i> as the framework for reconciliation	G		
Reform policies and bylaws in support of decolonization	G		

Be the employer of choice in the NWT

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Highlight staff achievements	G		
Maintain a safe and respectful workplace	GA		
Maintain stability in management	GA		
Ensure successful collective bargaining	GA		

Maintain and improve existing community infrastructure

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Lobby GNWT and Federal Government to stabilize the slide zone		G	
Complete 20 year capital plan	G		
Lobby the GNWT and Federal government to close the infrastructure funding gap.	G		
Lobby the GNWT to complete outstanding transfers of commissioners land	G		

Ensure residents, college students and visitors are well-informed

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Develop community communications guidelines and policies	G		
Host an annual Open House to provide an update on Town activities and provide opportunities for public input	G		

Improve communication and dialogue with other levels of government including Indigenous governments

Actions	1-2 Yrs	3-5 Yrs	6+ Yrs
Work with Indigenous governments to implement Municipal Service Agreements	G		
Foster partnerships with other agencies and organisations	G		
Regular meetings with Smith's Landing First Nation, Salt River First Nation and the Fort Smith Métis Council to discuss areas of common concern and provide support where applicable	G		



TOWN OF FORT SMITH
ACCOUNTS PAID LIST
FOR THE PERIOD ENDING September 30, 2021

CHQ #	SUPPLIER	DESCRIPTION	AMOUNT	DEPT.
38102	BMO Master Card	August charges	\$ 1,413.75	AD
38103	BMO Master Card	August charges	\$ 4,125.62	AD
38104	MSS LTD	Ambulance supplies	\$ 445.47	AMB
38105	Investors Group	August remittance	\$ 200.00	AD
38106	Paul Kaeser's Stores LTD	Program supplies	\$ 457.99	ASCP
38107	Link Hardware	Janitorial supplies	\$ 207.75	Pool
38108	NWT Power Corporation	August power bills	\$ 28,343.65	Multiple
38109	Town of Fort Smith	August payroll deductions [R]	\$ 986.24	AD
38110	Freund Building Supplies	Materials & supplies	\$ 231.07	Multiple
38111	Receiver General	Payroll deductions [R]	\$ 55,838.82	AD
38112	Public Service Alliance of Canada	August payroll remittance	\$ 2,921.02	AD
38113	Thyssenkrupp Elevator	RCC elevator maintenance	\$ 1,323.06	RCC
38114	GNWT - Taxation Division	August payroll remittance [R]	\$ 8,545.79	AD
38115	Northern Stores Inc.	Childcare materials & supplies	\$ 288.07	ASCP
38116	Northwestern Air Lease	Freight charges	\$ 153.60	Multiple
38117	Fort Smith Construction NT LTD	Unload playground equipment	\$ 1,242.78	PW
38118	Terry's Carpentry Service	September Ambulance bay rental	\$ 2,520.00	AMB
38119	TDC Contracting LTD	Materials & supplies	\$ 751.82	Multiple
38120	Wesclean Northern Sales LTD	Freight charges	\$ 65.37	Multiple
38121	RDV Mechanical	Grader parts	\$ 10,794.00	PW
38122	TOFS Employee's Association	August staff contributions	\$ 248.00	AD
38123	Cam's Husqvarna Sales & Service	Parts & supplies	\$ 754.23	FAC
38124	Ernies Sports Experts	Volunteer clothing	\$ 472.50	FD
38125	Nsitty Trading Company LTD	Office supplies/IT services	\$ 680.11	Multiple
38126	MSS LTD	Signage	\$ 130.50	AD
38127	Grimshaw Trucking	Freight charges	\$ 855.99	Multiple
38128	Paul Kaeser's Stores LTD	Cleaning supplies	\$ 233.71	WTP
38129	Lous Small Engines	Fire smart tools	\$ 965.76	FD
38130	Wally's Drugs	Materials & supplies	\$ 137.12	ASCP
38131	Xerox Canada LTD	Copier lease/usage	\$ 1,624.72	AD
38132	PWK Graduation Committee	Spring clean up payment - 2 zones	\$ 500.00	AD
38133	Finning Canada	Grader parts	\$ 95.48	PW
38134	NEBS Pension Fund	September invoice	\$ 40,062.02	AD
38135	Accu-Flo Meter Service LTD	Repair screen for gasboy	\$ 1,034.25	WTP
38136	TDC Contracting LTD	Tow derelict vehicle	\$ 313.43	BYLAW
38137	Cascade Publishing LTD	Bylaw map	\$ 18.90	BYLAW
38138	Wesclean Northern Sales LTD	Janitorial supplies	\$ 2,054.29	Multiple
38139	NEBS Group Insurance Fund	September invoice	\$ 14,815.51	AD
38140	RDV Mechanical	Vacuum/Water truck repairs	\$ 3,484.69	PW/WTP
38141	Hach Sales & Service Canada LTD	Chlorine test kit	\$ 190.05	WTP
38142	Crohn's and Colitis Canada	Donation for work on spring clean up for an individual	\$ 250.00	AD
38143	Precision Industries	Fix hydrant on Conibear	\$ 15,488.05	PW
38144	Wood Environmental & Infrastructure	Slave River slope stabilization	\$ 2,401.30	AD
38145	Andrew Shedden	Music for Farmer's Market	\$ 100.00	Library
38146	Nsitty Trading Company LTD	Office supplies/IT services/computer	\$ 4,866.02	AD
38147	Darlene Auger	Cultural Kit	\$ 750.00	ASCP
38148	Kendra Bourke	NEBS overbilling refund	\$ 312.29	AD
38149	MSS LTD	Ambulance supplies	\$ 723.40	AMB
38150	Town of Fort Smith	September water bills [R]	\$ 1,150.11	AD
38151	Freund Building Supplies	Materials & supplies	\$ 1,538.17	FM
38152	Receiver General	Payroll deductions [R]	\$ 44,717.66	AD
38153	S.F. Scott Manufacturing/Blue Imp	New playground equipment and installations	\$ 230,758.61	New Playground
38154	Accu-Flo Meter Service LTD	Water meter upgrade	\$ 53,424.00	WTP
38155	Apple Fitness Store Ltd.	Pete's Gym equipment	\$ 65,879.56	RCC
38156	Infosat Communications	Sat phone bill - September	\$ 169.22	AMB
38157	Arctech Computers Inc.	Offsite back up service	\$ 262.50	AD
38158	McLennan Ross	Legal fees	\$ 2,568.30	AD
38159	Westech Fire & Safety	Fire PPE	\$ 797.95	FD
38160	Nsitty Trading Company LTD	Stationary supplies	\$ 1,563.02	Multiple
38161	GNWT	Lab fees	\$ 1,668.45	WTP

38162	Lous Small Engines	Propane for August	\$	136.50	PW
38163	Link Hardware	Materials & supplies	\$	1,622.66	Multiple
38164	Northwestel Inc.	Internet for September	\$	2,440.08	Multiple
38165	Northern Stores Inc.	Materials & supplies	\$	76.26	ASCP
38166	Northwestern Air Lease	Freight charges - equipment/documents	\$	159.79	FD/AD
38167	Fort Smith Education Authority	2021 JBT snack program contribution	\$	500.00	AD
38168	AECOM Canada Limited	Water and sewer	\$	40,151.25	Water and Sewer
38169	Jet Ice	Annula filter bottle contract	\$	1,588.18	RCC
38170	TOFS Employee Association	August deductions - cheque reprint	\$	248.00	AD
38171	Arctic Alarm/Diamondtel	Alarm monitoring	\$	119.60	RCC/Arena
38172	Hay River Heavy Truck Sales Ltd.	Medical oxygen	\$	252.00	AMB
38173	Nsixty Trading Company LTD	Materials & supplies	\$	366.13	Multiple
38174	Employee	Reimbursement - boot allowance	\$	220.49	RCC
38175	GNWT	Annual lease payment for L-15608T	\$	630.00	AD
38176	Grimshaw Trucking	Shipping - pumps	\$	169.02	WTP
38177	Northwestel Inc.	September phone bill	\$	4,443.01	Multiple
38178	Northwestern Air Lease	Freight for water samples	\$	204.28	WTP
38179	Accu-Flo Meter Service LTD	T10 E-Coder	\$	12,297.60	WTP
38180	TDC Contracting LTD	Gas and bobcat services for Kid City park	\$	2,885.80	Multiple
38181	RDV Mechanical	Service olympia	\$	303.98	Arena
38182	Cam's Husqvarna Sales & Service	Saw supplies	\$	145.89	FM
38183	McLennan Ross	Legal fees	\$	348.60	AD
38184	The Prophet Corporation/Gophoer	volleyball and basketball supplies	\$	1,698.54	RCC
38185	Employee	Reimbursement - travel expenses to pick up water truck	\$	139.12	WTP
38186	Mainroad Maintenance Products LP	EZ Street	\$	3,998.40	PW
38187	Nsixty Trading Company LTD	Office supplies and add network	\$	209.97	PS
38188	Ruel Bros. Contracting	New steamer	\$	69,153.88	Steamers
38189	Investors Group	September staff contributions	\$	200.00	AD
38190	Paul Kaeser's Stores LTD	Materials & supplies	\$	770.33	Multiple
38191	Town of Fort Smith	September payroll deductions [R]	\$	940.06	AD
38192	Receiver General	Payroll deductions [R]		42864.81	AD
38193	Public Service Alliance of Canada	September union dues	\$	5,177.43	AD
38194	GNWT - Taxation Division	Payroll deductions [R]	\$	7,206.50	AD
38195	S.F. Scott Manufacturing/Blue Imp	Swing beam	\$	740.25	New Playground
38196	Finning Canada	Oil for loader	\$	118.49	PW
38197	Fort Smith Construction NT LTD	Loader and genie rental	\$	2,596.55	PW
38198	TDC Contracting LTD	Rental of seacan and parts for water truck	\$	760.64	RCC/WTP
38199	TOFS Employees Association	September staff contributions [R]	\$	228.00	AD
38200	Nsixty Trading Company LTD	Materials & supplies	\$	838.90	Multiple
38201	MSS LTD	EMS supplies	\$	357.41	AMB
38202	NWT Power Corporation	September power bills	\$	23,696.73	Multiple
38203	S.F. Scott Manufacturing/Blue Imp	Play ground equipment	\$	130,355.40	New Playground
38204	Rocky Mountain Phoenix	Materials & supplies	\$	1,009.05	FD
38205	Northern Stores Inc.	Materials & supplies	\$	400.18	RCC
38206	Bassett Petroleum Distributors Ltd.	Salt	\$	11,799.49	PW
38207	Northwestern Air Lease	Shipping - portable BBQ and documents	\$	172.76	FD/AD
38208	CAB Constrution Ltd.	Diagnose and repair electrial at lift station	\$	787.50	WTP
38209	Globalstar Canada Satellite Co.	Sat phone bill - September	\$	197.70	AMB/FD
38210	TDC Contracting LTD	Diesel	\$	5,075.39	PW
38211	AECOM Canada Limited	Water and sewer	\$	8,617.95	Water and Sewer
38212	Employee	Reimbursement - membership/insurance	\$	619.50	AMB
38213	United Libraryt Services Inc.	Book order	\$	1,756.34	Library
38214	IBI Group Professional Serviecs	Services for design of Conibear Park	\$	3,055.50	Downtown Dev.
EFT	Caterpillar Financial Services Ltd.	September lease payment	\$	3,312.35	PW
	Payroll	Pay period September 11, 2020	\$	119,830.42	
	Payroll	Pay period September 25, 2020	\$	125,851.73	
Total				<u>\$ 1,262,762.13</u>	

Correspondence Log – September 2021

September 28,2021	NWT Status of Women Council	Family Violence Prevention Month	1841	Mayor & Council
September 17, 2021	Laura Aubrey	School Snack Program	1841	Mayor & Council



**Town of Fort Smith
Licensing Report
September 2021**

Business License Holder	Number	Details
King's Rental & Tourism	188	Vehicle rentals & tourism
Aquashield Roofing Ltd	189	Asphalt & metal roofing
Berthiaume Arboriculture Ltd	190	Tree care, land scaping, vegetation control
Enchanted Customs	191	Chocolatier, graphic design, charcuterie
Development Permit Holder	Number	Details
Michael Browne	32	Build office building
Foote, Garry	33	Build workshop
Mitchel Heron	34	Build front and back entrances
Lottery License Holder	Number	Details
No permits issued		
Dog Tag Holder	Number	Details
Clayton Burke	49	Mixed puppy
Clayton Burke	50	Mixed puppy
Archie Larocque	51	White/Silver/Grey Alaskan Huskey
Doreen Desjarlais	52	Mixed retriever
Ski-Doo Licenses	Number	Details
No permits issued		



BRIEFING NOTE

To: Corporate Services Committee

Date: October 5, 2021

Subject: Donation Request – JBT Snack Program

Purpose:

To brief Council on the donation request from the Fort Smith District Education Authority.

Background:

The DEA has requested a \$1500 donation to the JBT Elementary School Snack Program for this school year due to rising food costs. Currently the Town has budgeted \$500 annually to support the program, which has already been requested and processed.

Your annual donation budget is \$6500 and to date this year, \$1000 has been allocated. Typically, leading up to the holiday season Council receives additional donation requests from the Fort Smith Senior's Society and the YWCA Women's Shelter for the single parent dinner. These donations usually total no more than \$1500. This would leave \$4000 available to respond to this donation request and any additional forthcoming requests.

Recommendation:

Requesting direction from Council regarding this donation request.



FORT SMITH DISTRICT EDUCATION AUTHORITY
FORT SMITH, NORTHWEST TERRITORIES



September 17, 2021

Mayor and Town Council
Town of Fort Smith
Box 147
Fort Smith, NT X0E 0P0

Dear Mayor and Council:

Re: JBT Elementary School Snack Program

In follow-up to our letter of August 31, 2021 requesting funding for the snack program at JBT Elementary School, we are requesting \$1500.00 this year due to rising food costs. We appreciate your consideration of this request.

The DEA sets aside funding for this valuable program; however, sometimes we do not have enough funding to cover the entire cost of the program. It is important as a community that we make sure that every child is given the opportunity to achieve their potential. Thank you for your past support and continued support.

Sincerely,

Laura Aubrey
Chairperson