







Town of Fort Smith Community Services Committee

Tuesday, January 17, 2017 at 7 pm

AGENDA

1. Call to Order
2. Declaration of Financial Interest
3. Delegations
 - a. Curling Club
4. Review
 - a. Agenda
 - b. Minutes
 - c. Visions, Values and Goals
 - d. Community Services Master Plan
5. Recreation
 - a. Recreation Services
 - i. Recreation Stats – December, 2016
 - ii. Pool Stats – December, 2016
 - iii. Arena Stats – December, 2016
 - b. Recreation Advisory Board
 - i. RAB Minutes December 12, 2016
 - ii. RAB Minutes January 9, 2017
6. Library
 - a. Mary Kaeser Library
 - i. Library Stats – December, 2016
 - b. Advisory Board on Culture
7. Visitor Services
8. Community Events/Liaison with Community Organizations
 - a. BN 2017 Wood Buffalo Frolics Half-Day Civic Holiday
 - b. BN Fort Smith Ski-Club Funding Support Request
 - c. BN Snow & Ice Association Donation Request
9. Bylaw/Policy Review and Development
10. Administration
11. Other Business
12. Excusing of Councilors
13. Date of Next Meeting
14. Adjournment

Attached Documents
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Community Services Minutes December 1 </div> <div style="text-align: center;">  Vision, Values and Goals.doc </div> <div style="text-align: center;">  Community Services Master Plan </div> </div>
<div style="display: flex; flex-wrap: wrap; justify-content: space-around;"> <div style="text-align: center; width: 30%;">  RCC Stats December, 2016 </div> <div style="text-align: center; width: 30%;">  Pool Stats December, 2016 </div> <div style="text-align: center; width: 30%;">  Arena Stats December, 2017 </div> <div style="text-align: center; width: 30%;">  RAB Minutes December 12, 2016 </div> <div style="text-align: center; width: 30%;">  RAB Minutes January 9, 2017 </div> </div>
<div style="text-align: center;">  Library Stats December, 2016 </div>
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  BN Wood Buffalo Frolics Half Day Civic </div> <div style="text-align: center;">  BN Ski Club Funding Support Re </div> </div>



Town of Fort Smith
Community Services Committee
Tuesday, December 13, 2016, at 7:00 pm

Chairperson: Cr. Tuckey
Members Present: Mayor Napier-Buckley, Cr. Bell, Cr. Patel, Cr. Kikoak, D/M Smith, Cr. Holtorf (Conference Call)
Regrets : Cr. Dumont, Cr. McArthur
Staff Present: Keith Morrison, Senior Administrative Officer; Chris Bird, Director of Community Services; Katie Reid, Executive Secretary
Guests: Patti Haaima, Brad Brake

1. Call to Order

Cr. Tuckey called the meeting to order at 7:00 pm.

2. Review

a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: D/M Smith

Seconded by: Cr. Patel

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

b. Minutes – The minutes of November 8, 2016, were reviewed and have been adopted at the Council meeting of November 15, 2016. Cr. Bell asked if Christmas lights contest was advertised. Mayor Napier-Buckley confirmed this.

c. Vision, Values and Goals – The Vision, Values and Goals were reviewed.

d. Community Services Master Plan – The Master Plan was reviewed.

3. Recreation

a. Recreation Services

i. Recreation Statistics – The November, 2016 recreation statistics report was reviewed. The Director of Community Services advised that RCC usage has increased 11% from last year and doubled from last month. He noted that the gym usage has more than doubled due various programming including basketball and archery. Additionally, he advised that the fitness room has almost doubled in usage. College use has also increased from last year.

ii. Pool Statistics – The November, 2016 pool statistics report was reviewed. The Director advised that usage is equivalent to the previous month and year on weekends. He is confirming that public swim stats are correct with the RCC. Family swim has significantly increased during the week. Additionally, Youth Night drop-ins have been well attended.

iii. Arena Statistics – The November, 2016 arena statistics report was reviewed. The Director advised that arena stats increased 25% from last month due to three events that were held; two Minor Hockey tournaments and a Shoot to Score clinic.

iv. Community Services Update

Library – The Director advised that there have been family literacy events held at the library over the last few days including Story time and crafts, and table top games. He noted that Bed Time Stories with Santa is scheduled for December 20th. Additionally, the Library is holding a Gingerbread House Contest.

Arena – The Director advised that Skate with Santa is on December 17th at 1:00 pm and the Christmas Classic is scheduled for December 28th-30th.

Recreation and Community Centre – The Director advised that there would be a Soccer Ref Clinic on January 6th to 8th. He noted that the clinic would put on by a local volunteer coach that will be holding a local youth soccer tournament in June. MACA is providing training for snowboard coaching in January. Additionally, Active Start Gymnastics Canada is working with the GNWT and MACA to bring a coaching clinic for beginner gymnastics to Fort Smith for ages six and under. Additionally, TDC used their new Snow Cat to groom the Snowboard Park this past weekend. In February/March there will be National Lifeguard Training and First Aid training available for staff. In February, the Town will be putting on a snowshoe making course. Circus Camp was approved and booked for Easter break. He noted that there will be a new advanced Circus Camp along with the regular beginner's camp. There are usually thirty youth in attendance and the RCC will be actively recruiting volunteers to assist with the camp.

D/M Smith was pleased with the update and to see youth drop-in at the RCC. He asked how many nights a week the program is on. The Director advised that the program is two nights per week; one with programming and one without. D/M Smith asked if stats are tracked for the leased rooms. The Director advised that they are not. Cr. Patel asked if the RCC still rents equipment like snowshoes. The Director confirmed this. She noted that she previously borrowed snowshoes and her information was not taken. The Director advised that there is a rental form and a computer program for rentals. Cr. Holtorf asked if the theatre is still sponsored by Northern. The Director confirmed this and advised that they provide movies. Cr. Holtorf asked for an update on other RCC sponsorships. Administration advised that volunteer coaching is a form of sponsorship. He noted that skate times are also sponsored on occasion. Cr. Kikoak asked if RCC programming is advertised on Facebook and the Town website. Administration confirmed this. Cr. Kikoak asked how many employees post to the website. Administration advised that there are two employees that primarily post on behalf of the Town. Cr. Bell requested an update on Parents n' Tots at the arena as the stats show zero. The Director advised that nobody has shown up although it does happen at the pool. Cr. Kikoak asked if there is opportunity to have kids skates and helmets sponsored and loaned. Administration felt that there is great opportunity and advised that a Sponsorship Policy, with respect the facility more than equipment, has been reviewed by RAB and would be coming to Council soon. He noted that the next step would be creating a sponsorship policy for equipment or funding for young athletes. Also, he noted that the Town would be sending Snowboarding Coaches for training with MACA funding and felt there would be great sponsorship opportunities for the Snowboard Park. Cr. Tuckey advised that the Skating Club and Minor Hockey had skates and helmets for youth but were lost in the arena fire.

- b. Recreation Advisory Board
 - i. RAB Minutes November 21, 2016 – The RAB minutes were reviewed. Cr. Holtorf requested an update on the RCC Concession RFP. The Director of Community Services advised that the RFP was unsuccessful with no expressions of interest received. He noted that the Town was looking to engage user groups with the rental as a revenue generator to support sports rather than subsidizing other businesses. Administration that the RFP could go out to competition again or the space could be repurposed, although he is optimistic that with RAB’s support an organization will be found to run the canteen. Cr. Kikoak believes that the canteen’s original purpose was to educate high school students to operate a business. She suggested that PWK or the Travel Club be asked if they are interested in using the space or to user groups during events. Administration advised that this could be done and that rates and parameters could be set for daily rentals.

4. Library

- a. Library Services
 - i. Library Statistics – The November, 2016, library statistics report was reviewed. The Director advised that the stats have increased from last month although are down from last year. He noted that attendance for Story Time is consistent and increasing. Additionally, the library is holding monthly cultural events and that the Chess Club program is well received. He noted that library programming is slowly increasing.
- b. Advisory Board on Culture
 - i. ABC Minutes December 7, 2016 – The ABC minutes were reviewed. Cr. Bell advised that the Unattended Children’s Policy was reviewed and requested to be forwarded to RAB for review. She noted that the Computer Use Policy was also reviewed and recommended to be sent to Council for approval. Cr. Bell advised that the Friends of the Library had their AGM and held a book sale. They are also planning an event in January for Canada’s 150th birthday. She noted that the museum has been busy with events and that their gift shop is open over the holidays. The board also reviewed the GNWT Cultural Strategic Framework document and will continue asset mapping at their next meeting. She requested that the Town surveys be brought to ABC in January.

5. Other Business

- a. Briefing Note Women’s Hockey – The briefing note was reviewed. Administration advised that the briefing note was reviewed at Corporate Services and was requested to be brought forward to Community Services. He noted that there was a recommendation to provide RCC passes, however the recommendation was defeated. He advised that they are looking for a donation of promotional items, which do not require a motion of Council, and a monetary donation of \$200 to purchase healthy snacks and beverages for the dressing rooms during their tournament in January. Mayor Napier-Buckley felt that the request falls in line with other donations that Council has made. Cr. Bell would be in favour of donating to the group as the tournament will bring people to Town and purchasing locally.

RECOMMENDATION

Moved by: Mayor Napier-Buckley

Seconded by: D/M Smith

That the Council donates \$200 to the Fort Smith Fury Women’s Hockey Team to purchase healthy snacks and beverages for their tournament in January, 2017.

CARRIED UNANIMOUSLY

- b. Briefing Note Christmas Toy & Food Drive – The briefing note was reviewed. Administration advised that the briefing note was reviewed at Corporate Services and was requested to be brought to Community Services. He noted that the Christmas Food and Toy Drive Organizers are looking for a monetary donation of \$500-\$1000 to purchase toys and food for hampers to be distributed in the community. He noted that the Town already supports the Christmas Food and Toy Drive with the Fire Department’s annual food and toy collections and that religious groups are not normally supported. However, he noted that Council donated \$500 in 2015 once. Additionally, the organizers would be willing to accept food and toys in lieu of the monetary donation if it is the will of Council.

RECOMMENDATION

Moved by: Cr. Bell

Seconded by: Mayor Napier-Buckley

That the Town of Fort Smith purchase \$400 in food and toys to donate to the Christmas Toy and Food Drive.

IN FAVOUR – CR. KIKOAK, CR. BELL, CR. HOLTORF, MAYOR NAPIER-BUCKLEY

OPPOSED – CR. PATEL, D/M SMITH

CARRIED

- c. Briefing Note Seniors Society Christmas Dinner – The briefing note was reviewed. Administration advised that the Senior’s Society has an annual Christmas dinner for their members. He noted that the cost for staff and to lay the flooring down in the gymnasium is approximately \$400. He noted that the RCC staff do have capacity to fulfill the request.

RECOMMENDATION

Moved by: D/M Smith

Seconded by: Cr. Patel

That Council approves the Seniors Society’s request to assist with their annual Christmas Dinner with an in-kind contribution of \$400.

CARRIED UNANIMOUSLY

6. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Kikoak

Seconded by: Cr. Patel

That Cr. Dumont and Cr. McArthur be excused from Community Services Meeting on December 13, 2016.

CARRIED UNANIMOUSLY

7. Date of Next Meeting

The next meeting of the Community Services Standing Committee will be held on January 10, 2017.

8. Adjournment

RECOMMENDATION

Moved by: Cr. Bell

Seconded by: Cr. Patel

That the meeting be adjourned at 7:42 p.m.

CARRIED UNANIMOUSLY



Town of Fort Smith

Vision, Values and Goals

Approved: August 16, 2011

Vision The Town of Fort Smith will work with its 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

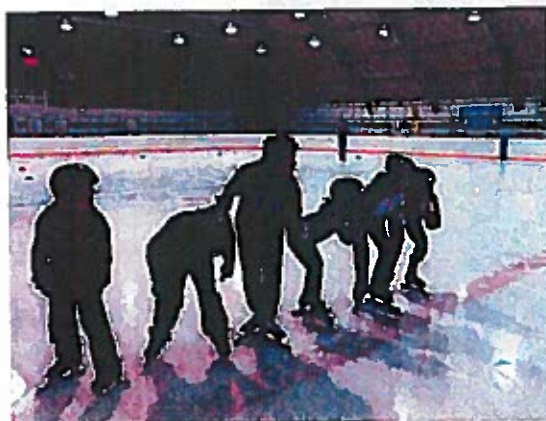
- We value an open, transparent, effective government.
- We value our natural environment.
- We value a safe and hospitable community for our residents and visitors.
- We value education.
- We value the use of sustainable energy sources.
- We value active living, health and wellness.
- We value effective communication.
- We value community unity through partnerships.
- We value the passion and commitment of our volunteers.

Goals

- Operate an open, transparent and effective government
- Operate the Town of Fort Smith in a fiscally responsible manner.
- Provide excellent municipal programs and services to the citizens.
- **Continue as a responsible employer**
- Preserve, advocate and enhance the natural environment in the Town.
- **Maintain a safe community.**
- Support all educational opportunities within the community.
- Be a leader in sustainable environmental practices in our community.
- **Foster a strong cohesive community spirit.**
- Maintain a healthy, active community
- **Grow our residential and business community**
- Promote Fort Smith as a desirable destination.

Recommended Strategies: Infrastructure

INFRASTRUCTURE	Short Term (2013–2014)	Mid Term (2015–2017)	Long Term (2018 +)
Indoor Facilities			
Centennial Arena <ul style="list-style-type: none"> • Develop energy and asset management program to prolong the life of structure and create efficiencies • Conduct assessment and feasibility study • Design new arena • Construct new arena 	<ul style="list-style-type: none"> ✓ ✓ 	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> ✓
Recreation and Community Centre <ul style="list-style-type: none"> • Develop energy and asset management program to prolong the life of structure and create efficiencies • Develop Indoor Child Play area • Repurpose program areas to include programs such as indoor walking, dance / martial arts, child minding, arts and crafts • Prepare for midlife retrofit 	<ul style="list-style-type: none"> ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓ 	
Fort Smith Swimming Pool <ul style="list-style-type: none"> • Develop energy and asset management program to prolong the life of structure and create efficiencies • Prepare for midlife retrofit 	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> ✓ 	
Mary Kaeser Library <ul style="list-style-type: none"> • Develop energy and asset management program to prolong the life of structure and create efficiencies • Include Library in same study and design process as arena to construct new library 	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> ✓
Community facilities repurposing <ul style="list-style-type: none"> • Develop option plan for repurposing of an facility that is replaced • Repurpose facilities 		<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> ✓



INFRASTRUCTURE	Short Term (2013–2014)	Mid Term (2015–2017)	Long Term (2018 +)
Outdoor Facilities			
Track and Field Facility <ul style="list-style-type: none"> • Develop asset management program to prolong the life of the facility • Complete soccer facility • Complete field event sites • Complete facility i.e. bleachers, concession, washrooms, storage, sound system, lighting • Upgrade tennis courts • Develop plan for future development 	✓ ✓ ✓ ✓	✓	✓
Multiways / Pathways <ul style="list-style-type: none"> • Develop asset management program to prolong the life of all of the trails • Work with the Tourism and Trade Advisory Board to develop plan to expand trail system • Construct new trails 	✓ ✓ ✓	✓	✓
Sport fields <ul style="list-style-type: none"> • Develop asset management program to prolong the life of all of the sport fields • See below for future development 	✓		✓
Festival / event site <ul style="list-style-type: none"> • Develop plan for festival / event site (not Conibear Park) for large community functions • Construct new festival / event site • Develop asset management program to prolong the life of the facility 	✓ ✓	✓	
Parks and Playgrounds <ul style="list-style-type: none"> • Develop asset management program to prolong the life of all of the parks and playgrounds • Develop overall parks and sport fields development plan • Construct two off-leash dog parks • Repurpose Conibear Park • Construct a mountain bike park • Construct a spray deck • Construct an outdoor ice rink 	✓ ✓ ✓ ✓ ✓	✓ ✓	✓
ATV / Snowmobile transportation corridor <ul style="list-style-type: none"> • Develop a plan for safe ATV / snowmobile travel through the community including at least one cross community corridor • Develop asset management program to prolong the life of the corridor 	✓ ✓		

PROGRAMS	Short Term (2013–2014)	Mid Term (2015–2017)	Long Term (2018 +)
Enhance Community Programming <ul style="list-style-type: none"> In conjunction with the Town’s communication plan, improve communication of programs including printed material, online, and social network opportunities Evaluate programming and facilities to enhance current program and add new programs to promote active healthy living 	<ul style="list-style-type: none"> ✓ ✓ 	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> ✓
Develop Volunteer Strategy <ul style="list-style-type: none"> Create a strategy to assist volunteers and volunteer groups to recruit, train, retain and recognize volunteers Develop a list of resources and / or functions the Town can make available to support volunteer groups Identify required support between Town and volunteer groups Develop volunteer roster Organize a volunteer symposium 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ 	<ul style="list-style-type: none"> ✓ 	
Develop Initiatives to Create Greater Community Engagement <ul style="list-style-type: none"> Conduct a Recreation Advisory Board strategic plan and annual business plan Develop process to involve more youth in leadership roles Develop process to involve parents and other adults in leadership roles Develop evaluation process to allow for greater feedback from community 	<ul style="list-style-type: none"> ✓ ✓ ✓ ✓ 		
Develop Recreation and Sport Tourism Strategy <ul style="list-style-type: none"> Work with the Tourism and Trade Advisory Board to develop the strategy outlined in the already developed Town Marketing Strategy Implement strategy 	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> ✓ 	
Develop Initiatives to Generate Greater Revenue in the Recreation Sector <ul style="list-style-type: none"> Develop a Town user fee policy Develop a sponsorship prospectus 	<ul style="list-style-type: none"> ✓ 	<ul style="list-style-type: none"> ✓ 	



Financial Implications: Capital Costs

A summary of the capital budget implications for the recommendations herein are presented in the following table. The figures represent estimated one time capital costs for each initiative and, where applicable, an initial planning cost is also presented.

Although some funding may be available through government grants, however, it can be assumed that the majority of the capital costs identified will need to be funded from the Town and from fundraising (including sponsorships) efforts.

Infrastructure Initiatives Planning and Construction Capital Costs	Short Term (2012–2014)	Mid Term (2015–2017)	Long Term (2018+)
Initiatives for Indoor Facilities...			
• Recreation and Community Centre (including midlife retrofit)	\$100,000	\$1,500,000	
• Fort Smith Swimming Pool (including midlife retrofit)	\$20,000	\$50,000	\$2,000,000
• Indoor child play area at RCC	\$100,000		
• Centennial Arena-Feasibility study and design exploring expansion of the RCC to include new indoor ice facility		\$100,000	\$13,000,000
• Mary Kaeser Library-feasibility study and design exploring expansion of the RCC to include new library	\$10,000	\$100,000	\$2,000,000
• Community facilities repurposing (Centennial Arena, Mary Kaeser Library)			\$3,000,000
Initiatives for Outdoor Facilities...			
• Multiways / pathways enhancement	\$100,000	\$500,000	\$500,000
• Track & field site (amenities, soccer pitch, tennis courts)	\$500,000		\$100,000
• Festival / event site (upgrade Conibear Park initially, then plan and develop new civic park)	\$12,000	\$750,000	
• General parks and playgrounds upgrades	\$50,000	\$50,000	\$100,000
• Mountain bike park		\$20,000	
• Spray deck		\$200,000	
• Sports fields repairs and upgrades	\$15,000	\$15,000	
• Outdoor ice rink	\$15,000		
• Dog off-leash parks	\$20,000		
• ATV / Snowmobile transportation corridor	\$10,000		
Totals:	\$952,000	\$3,285,000	\$20,700,000

**Recreation and Community Centre
Activity Report - December 2016**



Main Venues	Total	Last Month	Dec, 2015	YTD	Nov Hours	Hours	COMMENTS
Gymnasium	573	929	580	4733	230		
Pete's Gym	1050	1533	1009	16623	425		
Fitness Room	15	170	88	906	13		
Squash Court	138	251	150	1611	425		
ASCP/Daycamp	176	345	178	3058	50		
Theatre	149	252	51	1504	28		
Parent's n' Tots	249	394	132	3786	60		
Phoenix Room	90	100	130	1470	425		
PWK Use	13	29		42			
Youth Drop In	76	168		244			
Parks	0	0		0			
Events:	333	189	597	3401	33		
Ann Lepine's Party							Event Numbers are Not included in Gymnasium Totals
Sr's Christmas Dinner							
Family 1st Night							
MISC	N/A	N/A		0	N/A		Regular Day Lobby counts (No longer tracked)
Total	2862	4360	2915	37378	27620	0	College stats are now being tracked from Sept 01/16.
					2015 YTD		
Total	2862	4360	2915	37378	30535		
College Uses	134	525		1005	803		

There was an approximate 35% decrease in attendance from November to December. The numbers were almost identical to December of last year and as always, the decline in patron attendance is due to the holidays, time off, cancellation of certain programs, etc. Numbers will begin to rise again in January and will carry on into March before another drop.

**Recreation and Community Centre Pool
Activity Report December 2016**



Main Events (M-F)	Total	Last Month	Dec, 2015	YTD	Nov Hrs	HOURS	COMMENTS
AM Lane Swim	41	44	40	443	17	18	
Parents 'n Tots	58	112	57	1135	17	18	Hot tub down during December holidays / holidays
ASCP	66	58	16	315	4	5	
Noon Lane Swim	30	48	45	320	17	18	Holidays
Seniors Swim	48	36	31	416	17	18	
Swim Team	7	111	51	280	9	1	Swim team stopped for holidays earlier this year
Public	53	61	253	1626	26	37.25	
Aquafit	18	17	21	234	6	6	
Jr. Lifeguard Club	2	149	0	419	0	1	Jr. lifeguard club only had one session in December
Family	134	237	105	2423	34	36	Hot tub down during December holidays / holidays
PWK/JBT Usage	160	339	228	2468	20	8	Only 2 JBT days in December
PM Lane Swim	0	0	8	0			
Adult Swim Lessons	0	0	0	31			
Sr's Aquafit	12	13	6	74	7	7	
Swim Lessons	8	8	0	347	8	8	
Misc.	36	97	0	1201	6	2	
Total	673	1330	861	11732	188	183.25	

GENERAL COMMENTS



**Recreation and Community Centre Pool
Activity Report December 2016**



Weekend Events	Total	Last Month	Dec, 2015	YTD	Nov Hrs	HOURS	COMMENTS
Lessons	104	121	7	632	12	9	Sessions ended part way through month
Saturday Lane	15	7	15	124	4	5	
Sunday Lane	22	26	16	174	4	3	
Public Swim 1 -3	26	26	85	622	16	16	
Rental 1	26	20	5	149	2	2	
Rental 2	14	22	0	135	2	1	
Public Swim 5 - 6	32	174	7	1046	24	16	Hot tub down during December holidays / holidays
Family Swim	43	81	86	883	16	14	Hot tub down during December holidays / holidays
Misc	1	0	0	25	0	1	
UNW Free Swims(5)	127	0	0	0	0	5	Swimming was free
Daycare Free Swims(3)	24	0	0	0	0	3	
Adjustment	0	0	0	0	0		
Total	434	477	221	3790	80	75	GENERAL COMMENTS
					2015 YTD		
Grand Total	1107	1807	1082	15522	13107		All College Stats are shown on the RCC Stat Report.
College Uses							



Town of Fort Smith
Centennial Arena 2016 - 2017 Season
Activity Report
December, 2016

User Groups	Monthly Totals	Last Month	YTD Totals	Comments
Figure Skating: Senior/Int 6-6:50AM	1	1	2	
Figure Skating: Senior/Int 4-5:50PM	41	73	186	
Figure Skating: Senior/Int 4-4:50PM	41	76	165	
Figure Skating: Senior/Int 3-4:50PM	2	13	28	
Figure Skating: Primary 5-5:50PM	49	139	319	
Figure Skating: Canskate 6-6:50PM	232	305	683	
Figure Skating: Primary 6-6:50PM	8	69	108	
	374	676	1491	
Parent's 'n Tots (Weds)11-11:50AM	0	0	0	This time slot has been cancelled due to non-attendance
Public Skating: (Weds) 3-3:50PM	53	95	192	
Public Skating: (Sat) 2-2:50PM	30	85	210	
	83	180	402	
Family Skating: (Sat) 1-1:50PM	30	18	115	
Family Skating: (Sun) 2:30-3:50PM	112	57	254	
	142	75	369	
Minor Hockey:Initiation 6-6:50PM	106	301	645	
Minor Hockey:Novice 9-9:50AM	0	0	0	
Minor Hockey:Novice 7-8:00PM	113	263	624	
Minor Hockey:Atom 10-10:50AM	10	0	10	
Minor Hockey:Atom 7-8:00PM	82	247	516	
Minor Hockey:PeeWee 11-11:50AM	23	14	81	
Minor Hockey:PeeWee 8-9:00PM	72	150	323	
Minor Hockey:Bantam 8-8:50PM	68	113	254	
Minor Hockey:Bantam 5-5:50PM	14	11	55	
	488	1099	2508	
Rec Hockey: Weds 9-10:30PM	43	111	234	
Rec Hockey: Fri 8:30-12AM	151	66	362	
Rec Hockey: Sun 7-10:00PM	119	148	380	
	313	325	976	
Women's Hockey: Tues 9-10:30PM	68	129	279	
Women's Hockey: Fri 7-8:20AM	68	24	194	
Women's Hockey: Sun 1-2:30PM	13	68	127	
	149	221	600	
Old Timer's Hockey: Mon 9-10:00PM	54	84	254	
Old Timer's Hockey: Thurs 9-10:00PM	73	79	217	
	127	163	471	
Rental Slot 1: Noon - 1PM Sat	49	29	101	
Rental Slot 2: 4 - 5PM Sun	28	25	80	
Youth Shinny Sat 5 - 6pm	12	9	32	
Adult Shinny Sat 6 - 7pm	4	13	24	
	93	76	237	
Misc: PWK	5	26	52	
Events: Pockey	275	0	275	
Events: Christmas Classic	701	387	1291	NOTE: 701 ON-ICE; 3303 OFF-ICE
Events: UNW Sponsored Skates	78	327	405	
	701	387	1291	
MONTHLY/TYD TOTALS	2745	3202	8620	

Numbers are down slightly (14%) from November and that can be attributed to the days the Arena was closed for the holidays and the fact that all groups stop skating between the 22nd and 03rd of January. The Christmas Classic was very succesful, both in terms of on and off ice attendance.



Town of Fort Smith Recreation Advisory Board Minutes December 12, 2016

Regular Meeting
12 pm in the RCC

Attendees:

- Kalina Thorne, Chair
 - Gail Hartop
 - Jessica Cox
 - Craig Walsh
 - Mike Vassal
- Katie Reid
Cynthia White
Chris Bird

A. Call to Order

Kalina Thorne called the meeting to order at 12:07 pm.

B. Approval of the Agenda

MOTION

Moved by: Craig Walsh

Seconded by: Gail Hartop

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

C. Approval of the Minutes

MOTION

Moved by: Gail Hartop

Seconded by: Mike Vassal

That the minutes of November 21, 2016 be adopted as presented.

CARRIED UNANIMOUSLY

D. Business Arising from the Minutes

- a. Strategic Planning Survey – Jessica noted that it was requested that the survey results be brought to RAB. She asked if there was an update. Chris advised that the results have not yet been compiled.
- b. Snowboard Park – Mike asked if snow fences will be installed. Craig advised that he and other volunteers had set up fencing with the poles that were available. He also noted that Terry Freund donated his time to groom the park with TDC's new Snow Cat. Gail suggested that additional lighting be installed down the course. Craig noted that Keith indicated at the Snowboard Meeting that there may be future opportunity for additional lighting and a lift. Craig advised that this season would be a pilot season for the Snowboard Park and noted that for now, snowmobiles would be used to transport snowboarders back to the top of the hill. Craig noted that Jeff Schwartzenger is eager to get snowboards and equipment donated. He also noted that once the society is established they will begin planning events. Additionally, the Snowboard Park still needs more snow before being used. Mike asked who will be maintaining the hill. Craig advised that there needs to be further correspondence regarding this and that the society has formed a group that can perform basic maintenance. Cynthia advised that the Town has received funding from MACA to train three snowboarding coaches.
- c. RCC Canteen – Jessica requested an update. Chris advised that there was minimal discussion on the canteen in the survey. Additionally, an RFP was issued to user groups to use the space for fundraising. He noted that no expressions of interest were received. He noted that a group may come forward with a proposal to offer work environment training for youth. Jessica was pleased with the update.

E. New Business

- a. Unattended Children's Policy – Chris advised that he has been working on the policy with ABC and that they had requested it be forwarded to RAB as it is all encompassing to recreation facilities. He asked the board if they felt any adjustments needed to be made to the policy. He also noted that the pool has their own rules due to safety issues. Chris advised that the user groups and programs have their own rules for supervision. Jessica asked how the policy will affect children between programming. Cynthia advised that it wouldn't be an issue. Chris advised that if there is an issue with the safety of a child and the parents cannot be reached, social services would then be called. Kalina asked what the current procedure is at the library. Cynthia advised that the child's parents are called. Kalina asked if Social Services has been advised of the implementation of the policy. Chris advised that he would be in contact with them.

F. Upcoming Events

Christmas Choral-fest – December 12th at 7:30 pm in St. Joseph's Cathedral

PWK High School Christmas Feast – December 16th at 11:30 am

Craig advised that the students in Wood Shop Class wanted to give back to the community by building garbage bins for seniors. He noted that the goal is build thirty and that seven are built so far. He asked that he be advised if the board knows of any seniors needing a bin.

It was noted that the Fire Department has been collecting food and toys for the Annual Christmas Food and Toy Drive. They have received more food than toys.

Skate with Santa – December 17th at 1:00 pm

Ski-Club Annual Boxing Day Brunch – December 26th

Christmas Classic – December 28th – 30th

New Years Fireworks – December 31st at 7:30 pm

Soccer Referee Clinic – January 6th – 8th

Gymnastics Coaching Clinic – January 28th

G. Date of Next Meeting

The next RAB meeting will be on January 9th, 2016 at 12:00 pm in the Seniors' Room at the Recreation and Community Centre.

H. Adjournment

MOTION

Moved by: Mike Vassal

The meeting was adjourned at 12:45 p.m.

CARRIED UNANIMOUSLY

Mary Kaeser Library
 Activity Report December 2016

	Dec 2016	Last Month	Dec 2015	YTD
Adults	687	923	909	10228
Children	419	702	608	7634
Total attendance	1491	1625	1517	17862
CAP Computer Users	790	931	869	10425
<i>Programming:</i>				
Story Time:				
Children	12	16	9	95
Adults	13	11	18	81
Special Event - Games day, literary program, Santa story	29	6	22	11
Other Chess Club	22	27	0	209
Adult Fiction Ex.	0	0	45	3
Total program Attendance	76	60	49	396
Operational Hrs	121.5	137.5	135.5	1547.5



Town of Fort Smith Recreation Advisory Board Minutes January 9, 2017

Regular Meeting
12 pm in the RCC

Attendees:

- Kalina Thorne, Chair Cr. McArthur
- Craig Walsh Chris Bird
- Mike Vassal Katie Reid
- Gail Hartop
- Jessica Cox
- Frank Lepine
- Tim Van Dam

A. Call to Order

Kalina Thorne called the meeting to order at 12:07 pm.

B. Approval of the Agenda

MOTION

Moved by: Jessica Cox

Seconded by: Gail Hartop

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

CARRIED UNANIMOUSLY

C. Approval of the Minutes

MOTION

Moved by: Craig Walsh

Seconded by: Jessica Cox

That the minutes of December 12, 2016 be adopted as presented.

CARRIED UNANIMOUSLY

D. Business Arising from the Minutes

- a. Strategic Planning Survey – Jessica requested an update. Chris is unaware if the results have been compiled.
- b. Unattended Children’s Policy – Tim was not at the December 12th meeting and requested to be sent a copy of the draft policy. He also requested that agenda items be circulated a week prior to the meetings.
- c. RCC Canteen – Tim requested an update on the canteen. Chris advised that a proposal was received from Woods Homes to offer work training for youth from the concession.
- d. Snowboard Park – Craig advised that Tyler Nichol would be in town on January 12 – 16 to groom the Snowboard Park and work with the Snow Cat. Jessica noted that the park is more fun for kids sliding, and its safer. Chris advised that Jeff Schwartzenberger and Chelsea Bradbury had attended a Snowboard Coaching Clinic in Yellowknife over the past weekend.

E. New Business

- a. Arena Mezzanine – Craig has heard positive feedback about the mezzanine and its renovations. He noted that people had brought 80 inch TVs from home to stream the junior’s games during the beer gardens and suggested the Town purchase 80 inch TVs for the mezzanine. He noted that the cost to rent the mezzanine is inhibiting for fundraising. He noted that the rental rates for the mezzanine to hold beer gardens, in conjunction with ice time, was approximately \$1450 for three days. He noted that drink prices had to be high to offset the cost. He suggested that a separate rate be established for fundraising groups using the mezzanine. He suggested that the fee for one day be for the entire weekend event. Tim noted that a request could be made to the Town requesting an in-kind contribution. Bob would be in favour of the one-day rate for the weekend. Craig noted that fundraising groups are paying more for a weekend to use the mezzanine than the RCC Canteen was rented for per month. Chris agreed with Tim’s comments. Kalina felt that it would be important to have separate rates for fundraising groups. She noted thinks that the rates create a barrier and that the goal is to have busy facility. Kalina would be in support of a recommendation for this. RAB asked if a recommendation would be required. Chris didn’t think so. Craig would still like to recommend that the Town purchase and install TVs in the mezzanine. Additionally, he felt that the Fire Marshalls’ capacity of 110 people in the mezzanine is too many. Tim noted that capacity is based on square footage.

F. Upcoming Events

Frolics Organizing Meeting – January 11 - 7 PM Seniors Room

Women's Hockey Tournament – January 13-15

Making Waves Swimming Tournament – January 20

Men's Hockey Tournament – February 3-5

Ski Club Decadent Deserts – February 11

The Loppet – March 4

Chris advised that the Soccer Coaching Clinic last weekend was cancelled. He noted that the Gymnastics Coaching Clinic is upcoming.

Gail asked how the AWGs Meet and Greet went. Jessica advised that it was poorly attended and that they will most likely be holding another Meet and Greet in a month.

Craig asked how to go about requested that the ambulance be on site during snowboarding events. Chris advised that a request should be made to the SAO.

G. Date of Next Meeting

The next RAB meeting will be on February 13th, 2016 at 12:00 pm in the Seniors' Room at the Recreation and Community Centre.

H. Adjournment

MOTION

Moved by: Mike Vassal

The meeting was adjourned at 12:30 p.m.

CARRIED UNANIMOUSLY



BRIEFING NOTE

To: Community Services Standing Committee

Date: January 17, 2017

Subject: Wood Buffalo Frolics Civic Holiday Declaration

Purpose:

To request approval for the 2017 Wood Buffalo Frolics Civic Holiday.

Background:

The 2017 Wood Buffalo Frolics are planned for March 10-12.

Recommendation:

That the afternoon of Friday, March 10, 2017, be declared a half-day civic holiday in conjunction with the Wood Buffalo Frolics activities.

Respectfully submitted,

Chris Bird
Director of Community Services



BRIEFING NOTE

To: Community Services Standing Committee
Date: January 17, 2017
Subject: Fort Smith Ski Club - Funding Support Request

Purpose:

To brief Council on the funding support request from the Fort Smith Ski Club.

Background:

The Fort Smith Ski Club is undergoing a major project to enhance and renovate the ski club and facilities. The Ski Club is a recipient of CanNor funding to complete this project which includes the Ski Clubs accumulated savings with further anticipated fundraising required to complete the project. See attached Ski Club request letter for complete details of this request.

Fort Smith Ski Club is requesting an increase to the annual operating grant the Town provides to the Ski Club from \$5000 to \$7500 for a two-year period (2017 & 2018).

Analysis:

The Town supports the Fort Smith Ski Club with an annual operating grant of \$5,000.00 per year. There have been no other donations to the Fort Smith Ski Club.

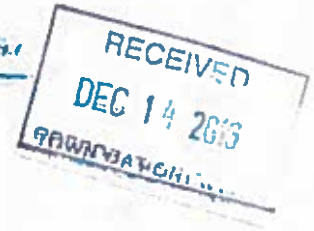
Recommendation:

That Council approves the funding support for the Fort Smith Ski Club drawing the funds from the 2017 and 2018 donation budgets.

Respectfully submitted,

Chris Bird,
Director of Community Services

Fort Smith Ski Club



Mayor Lynn Napier-Buckley & Town Council
Town of Fort Smith
PO Box 147
Fort Smith, NT X0E 0P0

December 14, 2016

Dear Mayor Lynn Napier-Buckley & Town Councillors,

Firstly, on behalf of all 150 Fort Smith Ski Club members i would like to thank the Town of Fort Smith for its ongoing support with the annual \$5000 operating grant. This money has been essential in allowing the club to provide low cost membership rates and good quality youth programs to local residents of all ages. Secondly, i would like to advise Town Council that the Fort Smith Ski Club is the recipient of a substantial capital grant from the Canadian Northern Economic Development Agency (CanNor) to expand and renovate the ski club and enhance the facility, including a children's snow park, additional trail lighting and improved trails for year round use (including the Trans Canada trail). The capital improvements are anticipated to enable more use of the ski club as a meeting venue and recreational site throughout the summer months. This is very timely considering the Club's role in hosting one of the larger sporting events in the 2018 Arctic Winter Games, Cross-Country Skiing, which will draw approximately 120 athletes from the circumpolar world to our community.

This project will operate over two fiscal years and has an overall budget of \$410,000, of which CanNor will provide up to 75% (\$307,500). This will require the Fort Smith Ski Club to spend most of its accumulated savings as well as initiate a substantial fundraising campaign in the community. The Fort Smith Ski Club is seeking additional funding and sponsors to make up this funding gap and recently the Legion provided almost \$7900 for new biathlon targets. The Fort Smith Ski Club would like to request the Town of Fort Smith's consideration to increase its annual operating grant to the Ski Club over the next two fiscal years (2017 & 2018) to \$7500 per year (from \$5000) to maximize the 75% CanNor contribution and reduce the fundraising burden by the club on the community. As you will know there will be many competing fundraising and sponsorship drives leading up to AWG 2018. Please understand that every additional \$1000 that the Town could provide becomes \$3000 in committed CanNor funding.

As you will know the Fort Smith Ski Club has a long and proud history of youth athlete development with several skiers and biathletes, such as Sarah Daitch and Betsy Mawdsley, even competing at international levels. Sarah was recently inducted into the NWT Sports Hall of Fame and continues to promote Fort Smith in her work with young skiers across Canada. And through the dedication of the club's volunteers this high level of performance continues today. At the 2016 Arctic Winter Games in Nuuk Greenland the only NWT Ski Team member from outside of Yellowknife came from Fort Smith and the club also featured four athletes as part of the NWT Biathlon Team.

The past few years has seen a significant increase in youth programming at the Fort Smith Ski Club, and now features active programming in the Jackrabbits (ages 4-9), Track Attack (ages 10-15) and Biathlon programs (ages 10 & up) by almost 50 children and youth no matter the temperature or weather conditions.

I would again like to thank the Town of Fort Smith for their ongoing support and thank Mayor and Council for your consideration of this request. Please find attached our 2016 financial statement which shows our annual operating revenues and expenses and recent bank balance

Sincerely yours,



William Mawdsley

President,

Fort Smith Ski Club

C/O PO Box 1226

Fort Smith, NT X0E 0P0

P: 867-872-4544

E: FortSmithSkiClub@gmail.com



**FINANCIAL STATEMENT
BALANCE SHEET &
INCOME STATEMENT
SOCIETIES ACT**



FILED – DÉPÔT
Internal Use Only / À Usage Interne Seulement

File: _____
Date: _____

REGISTRAR OF SOCIETIES
REGISTRAIRE DES SOCIÉTÉS

**Certain pdf viewers will not display this form's functions correctly.
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NAME OF SOCIETY **FORT SMITH SKI CLUB**

TIME PERIOD (SOCIETY'S FISCAL YEAR): FROM: **OCTOBER 1, 2015** TO: **SEPTEMBER 30, 2016**

BALANCE SHEET (Page 1 of 2)

ASSETS	AMOUNT
CHEQUING ACCOUNT	96,173.75
2015 SKANDIC SKI-DOO	11,600.00
2013 QUAD	18,400.00
GROOMING EQUIPMENT	22,500.00
MAIN BUILDING- REPLACEMENT	479,051.00
(OLD) STORAGE BLDG- REPLACEMENT	130,000.00
TOTAL ASSETS	757,730.75

LIABILITIES	AMOUNT
NIL	0
TOTAL LIABILITIES	0

PLEASE PRINT CLEARLY OR TYPE
A financial statement must be filed each year within 14 days after the society's annual general meeting.

MEMBERS' EQUITY SURPLUS OR DEFICIT	AMOUNT
MEMBERS' EQUITY	757,730.75
Subtotal (Members' Equity)	
TOTAL LIABILITIES + SURPLUS OR DEFICIT	757,730.75



**FINANCIAL STATEMENT
BALANCE SHEET &
INCOME STATEMENT
SOCIETIES ACT**



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Open with ADOBE READER for true viewing and function of this pdf.

NAME OF SOCIETY FORT SMITH SKI CLUB

TIME PERIOD (SOCIETY'S FISCAL YEAR): FROM: OCTOBER 1, 2015 TO: SEPTEMBER 30, 2016

INCOME STATEMENT (Page 2 of 2)

INCOME/RECEIPTS	AMOUNT
As Attached List	
TOTAL INCOME/RECEIPTS	33,777.58

EXPENSES/DISBURSEMENTS	AMOUNT
As Attached List	
TOTAL EXPENSES/DISBURSEMENTS	33,133.61
NET INCOME OR LOSS	643.97

* Signatures must be original.
(Scans, photocopies etc. cannot be accepted)
[Signature]
Director signature Treasurer.

Dated this 13 day of November, 2016.
[Signature]
Director signature President

Fort Smith Ski Club

Treasurer's Financial Report

October 1, 2015 to September 30, 2016

Opening Balance October 1, 2015	\$95,529.78
+ Revenues (breakdown attached)	\$33,777.58
- Expenses (breakdown attached)	\$33,133.61
Closing Balance September 30, 2016	<u>\$96,173.75</u>

*Pat Ruzicki
G. Ruzicki
Treasurer*

*Wendy
President*

Fort Smith Ski Club – Revenue October 1, 2015 to September 30, 2016

Membership	\$ 9,665.00
Territorials	\$ 433.00
Loppet – Registration & Fundraising	\$ 3,457.00
NWT Tourism – Loppet	\$ 5,000.00
Fundraising – Decadent Desserts	\$ 455.00
Sponsorship for Blbs – CAB Construction	\$ 233.10
Town of F.S. – Annual Contribution	\$ 5,000.00
Club Bldg Rental – FS Paddling Club	\$ 200.00
NWT Ski Division	\$ 1,150.00
NWT Recreation & Parks	\$ 200.00
RCL#239 -Donation for Blathlon Targets	\$ 7,900.00
Reversal Staie dated Cheques #1047 & 1140	\$ 84.48
Total	\$33,777.58

G. Ruzicka
G. Ruzicka
Treasurer

Dee Dee
President

Fort Smith Ski Club – Expenses October 1, 2015 to September 30, 2016

Utilities – Includes Heating Oil	\$ 2,535.58
Equipment Maintenance	\$ 2,292.34
Equipment	\$ 136.45
Building Maint./Improvements	\$11,194.71
Fuel (Gas)	\$ 637.30
Office Supplies & Postage	\$ 116.53
Insurance	\$ 6,655.39
Loppet	\$ 5,725.18
Jackrabbits	\$ 339.50
Track Attack	\$ 194.25
Supplies	\$ 1,427.02
Misc.	\$ 1,879.36
Total	\$33,133.61

G. Ruzicka
G. Ruzicka
Treasurer

David Deley
President