
















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

November 20, 2018, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. RCMP Delegation – October Police Report	 October 2018 Police Report
D. Approval of Council Minutes a. Council Minutes b. Special Meeting Minutes SP-05-18	 Council Minutes October 11, 2018
E. Business Arising from the Minutes	
F. Declaration of Financial Interest	
G. Council Business	
a. Introduction and Consideration of Committee Reports i. Corporate Services ii. Accounts Paid Part I iii. Accounts Paid Part II iv. Community Services v. Municipal Services	  Accounts Paid List Part I Accounts Paid List Part II
b. Enactment of Bylaws and Policies i. Bylaw 994 Smoking and Cannabis Use Bylaw – First and Second Reading ii. Bylaw 992 Appoint Timothy Moore Bylaw Officer as Amended – Third Reading iii. Bylaw 993 Appoint Timothy Moore Fire Chief – Third Reading	   Bylaw 994 Smoking and Cannabis Use B Bylaw 993 Appoint Fire Chief Bylaw 992 Appoint Bylaw Officer
c. Appointments i. DEA Appointments	 DEA Appointments
d. Mayor and Council	
e. Administration i. Northern Life Museum ii. Statement of Commitment iii. Chamber of Commerce Representative iv. Briefing Note – Strategic Plan v. Briefing Note – Senior’s Society Donation Request vi. Briefing Note – Christmas Lights Contest vii. Briefing Note – Fire Chief Truck	   NLMCC Board Bylaw 879 BN - Senior’s Society Donation Request   BN - Christmas Lights Contest BN - Fire Chief Truck
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 11-18
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF NOVEMBER AND THE
ELEVENTH FOR THE YEAR 2018**

PRESENT: Mayor L. Napier-Buckley D/M K. Smith
 Cr. K. Campbell Cr. M. Couvrette
 Cr. J. Cox Cr. A. Pischinger
 Cr. C. Westwell Cr. L. Beaulieu

REGRETS: Cr. McArthur

STAFF: K. Morrison, Senior Administrative Officer
 L. Pierrot, Executive Secretary

GALLERY: Sergeant Jesse Gilbert

Meeting 11-18
November 20, 2018

7:00 PM
Council Chambers

A. CALL TO ORDER & CONFIRMATION OF QUORUM

Mayor Napier-Buckley called the meeting to order at 7:01 p.m. and confirmed a quorum of Council was present.

B. APPROVAL OF AGENDA

18-247 Moved by: Cr. Cox
 Seconded by: Cr. Westwell

That the agenda be adopted as amended.

IN FAVOUR – D/M SMITH, CR. CAMPBELL, CR. COUVRETTE, CR.
COX, CR. PISCHINGER, CR. WESTWELL

ABSTAINED – CR. BEAULIEU

CARRIED

C. PRESENTATIONS

a. RCMP Delegation

- i. Police Report – The RCMP Police Report for October 2018 was reviewed. Sgt. Gilbert advised that the police report includes compiled data that is presented to government partners and that the report is not confidential. He advised that the RCMP have just recently agreed to provide the report to the Fort Smith Senior's Society as well. He advised that the report basically shows what the RCMP does in any given month. He advised that the local RCMP focuses on priorities identified by local government organizations and that the report is structured in that manner. He advised that there are some new initiatives. He advised that for this fiscal year the RCMP detachment is focusing on substance abuse, drugs and alcohol, domestic violence, building positive relationships, and traffic and safety enforcement. He indicated that some of the added initiatives for this fiscal year include the youth curfew checks initiative and a youth preventative and proactive plan that includes making visits to the schools. He advised that the report is a public document, so names are never included in the report. He advised that there are statistics for each section for the month along with a total for the year.

Sgt. Gilbert brought attention to appendix A in the section titled total violations and total calls for services. He advised that the purpose of the



statistics is to give Council an idea of the trends and that December will include the best statistics as it will have all the occurrences for the month and year and compare them to the same month as the previous year. He advised that every community in the NWT receives the same break down in the statistics. He advised that the total calls for services statistics include all calls whereas the total violations calls are where a crime has occurred. He noted that is the reason the total calls for service are always higher than the total violations. He noted that the statistics for the year have been decreasing compared to prior years.

Sgt. Gilbert advised that the year to date total for the number of prisoners has significantly decreased due to prolific offenders that have moved from the community. He advised that on the final page of the report includes the GNWT's priorities, and the number of referrals that are made to the community justice and victim services. He advised that the section titled ODARA is an acronym for Ontario Domestic Risk Analysis and is only used for male offenders that measure likelihood of the offer reoffending for the crime they have been charged for and is brought to the crown.

Sgt. Gilbert advised that section titled notable occurrences includes a few incidents. There was an increase in bike thefts and that the same group of kids are going up higher in the crime spree and are now stealing motor vehicles. He advised that the RCMP is dealing a with new group of youth and not the same as the ones stealing bikes. He advised that one big thing that happened was that there were a couple of breaks and enters and stolen vehicles. He advised that the youth involved in those crimes were remanded and given 180 days in remand and one year of probation which is a significant sentence for a youth. He advised that the youth will be away for a while. He is working on getting him into a program in the south. He advised that members responded to a barricaded male with a firearm complaint in the early part of October. This was a high-risk event that shut down several streets in the community and required the assistance of additional resources. Some of those resources included an emergency response team from Yellowknife and Whitehorse, police dog services from Yellowknife, critical incident command from Yellowknife and crisis negotiators from Yellowknife and other communities. There was a heavy police presence in town which resulted in the safe arrest of an adult male. This male was charged with several firearm's offenses and uttering threats to the police. He was remanded into custody before being released on strict conditions in Yellowknife Court. This file was also very taxing for local RCMP members as it required using the full compliment of police in town for an extended period.

Cr. Westwell asked where would distracted driving be included in the statistics. Sgt. Gilbert advised that distracted driving would be included in the section titled other traffic initiatives on page 4 of the report. Cr. Westwell asked if distracted driving includes tinted windows and if that is illegal. Sgt. Gilbert thinks that it is illegal to have the first two windows on a vehicle tinted.

Administration advised that the bylaw does do traffic control and that the Town is partners in that initiative with the RCMP. Sgt. Gilbert advised that people think RCMP must see the traffic violations in order to charge the person or give a ticket and advised that the RCMP does not have to see it and that if those that witness traffic violations want to provide a statement, report it and the violator can get a ticket.

Cr. Campbell asked when will the RCMP be fully staffed. Sgt. Gilbert advised that the local detachment currently has eight police officers on staff and one administration clerk. He advised that the north is unique and are impacted by things outside the territory as each territory has ability to change to hire members that have to move post after two years and are released to the



provinces whereas the provinces don't have that rule and are not releasing any members to the north which is impacting the norths ability to staff positions. He advised that this is also creating the problem of having members overworked and burning out.

D/M Smith indicated that the initiative on community policing starts with building relationships and noted that Cst. Lebeck went to the Sweetgrass Cultural camp and is also participating in other events such as skating with kids. He commended Cst. Lebeck for his involvement in the community. He indicated that October 17, 2018 was a significant day with the legalization of Cannabis and asked if the RCMP noticed any significant changes. Sgt. Gilbert advised that he has not noticed any huge changes and that more time may be required to see how things role out with driving. He advised that the RCMP is rolling out devices to complete roadside tests for impairment and expects the driving to evolved over time.

D. APPROVAL OF MINUTES

18-248 Moved by: Cr. Couvrette
Seconded by: Cr. Westwell

That the minutes of Regular Meeting 10-18 of October 11, 2018 be adopted as presented.

CARRIED UNANIMOUSLY

Cr. Westwell clarified that he expressed interest in Municipal Services Standing Committee.

Cr. Cox requested that her appointment to the RAB board as a Council representative be changed from reappointed to appointed to the RAB board.

18-249 Moved by: Cr. Couvrette
Seconded by: Cr. Campbell

That the minutes of Special Meeting SP-05-18 of November 6, 2018 be adopted as amended.

CARRIED UNANIMOUSLY

F. DECLARATION OF FINANCIAL INTEREST

D/M Smith and Cr. Pischinger declared a conflict of interest with respect to DEA appointments. Cr. Couvrette declared a conflict of interest with respect to TTAB appointment.

G. COUNCIL BUSINESS

a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee – Cr. Westwell clarified his comments he made with respect to the Mayors salary increase as per the collective agreement. He advised that his comments were more to do with being in line with the collective agreement that the managers and mayors previously was considered to being in line with the collective agreement and that the mayors wage increase be kept up with the collective agreement salary increases.

18-250 Moved By: Cr. Westwell
Seconded By: Cr. Cox

That the attached Corporate Services Standing Committee minutes from November 13, 2018, be adopted as amended.

CARRIED UNANIMOUSLY



Accounts Paid List Part I

18-251 Moved By: Cr. Westwell
Seconded By: Cr. Couvrette

That the Accounts Paid List Part I for the period ending October 31, 2018, totaling \$570,234.49 be approved.

CARRIED UNANIMOUSLY

Accounts Paid List Part II

18-252 Moved By: Cr. Couvrette
Seconded By: Cr. Campbell

That the Accounts Paid List Part II for the period ending October 31, 2018, totaling \$6,731.08 be approved.

CARRIED UNANIMOUSLY

Third Quarter Variance Report

18-253 Moved By: Cr. Westwell
Seconded By: Cr. Couvrette

That the Third Quarter Variance Report be accepted as presented.

CARRIED UNANIMOUSLY

Honoraria Committee

18-254 Moved By: D/M Smith
Seconded By: Cr. Cox

That Council establish a Council Honorarium Review Committee to review and update bylaw 903, and the committee include three members of the public and one member of Council.

CARRIED UNANIMOUSLY

Ad Hoc Committee

18-255 Moved By: D/M Smith
Seconded By: Cr. Pischinger

That Council establish an Ad Hoc Committee consisting of Cr. Westwell, Cr. Couvrette, and Cr. McArthur to select three members of the public and one member of Council for the Council Honorarium Review Committee.

IN FAVOUR – D/M SMITH, CR. CAMPBELL, CR. COX, CR. PISCHINGER,
CR. BEAULIEU

ABSTAINED – CR. COUVRETTE, CR. WESTWELL

CARRIED

Community Services Standing Committee

18-256 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That the attached Community Services Standing Committee minutes from November 13, 2018, be adopted as presented.

CARRIED UNANIMOUSLY

RAB Appointment

18-257 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That Jonah Mitchell be appointed to the Recreation Advisory Board for a term ending December 31, 2020.

CARRIED UNANIMOUSLY



ABC Appointment

18-258 Moved By: Cr. Westwell
Seconded By: Cr. Couvrette

That Connie Benwell be appointed to the Advisory Board on Culture for a term ending December 31, 2020, and

That Anna Kikoak be appointed to the Advisory Board on Culture for a term beginning January 1, 2019 and ending December 31, 2020.

CARRIED UNANIMOUSLY

Cr. Couvrette declared a conflict of interest.

TTAB Appointment

18-259 Moved By: Cr. Cox
Seconded By: Cr. Campbell

That Helena Katz be appointed to the Tourism and Trade Advisory Board for a term ending December 31, 2010.

**IN FAVOUR – D/M SMITH, CR. CAMPBELL, CR. COX, CR. PISCHINGER,
CR. WESTWELL, CR. BEAULIEU
ABSTAINED – CR. COUVRETTE
CARRIED**

YWCA Sutherland House Donation Request

18-260 Moved By: Cr. Westwell
Seconded By: Cr. Couvrette

That \$200 be donated to the YWCA Sutherland House for their annual dinner for single families.

CARRIED UNANIMOUSLY

Municipal Services Standing Committee

18-261 Moved By: Cr. Westwell
Seconded By: Cr. Couvrette

That the attached Municipal Services Standing Committee minutes from November 13, 2018, be adopted as presented.

CARRIED UNANIMOUSLY

b. Enactment of Bylaws and Policies

Bylaw 994 Smoking and Cannabis Use Bylaw First Reading – Administration advised that the bylaw is being replaced was just approved last month. We found a slight loophole in the previously approved bylaw. The only changes are on page two on the section titled smoking on municipal property which now includes the territorial legislation and provides a listing of places where smoking is prohibited. He advised that the intent is the same as the previous bylaw which is now repealed. He advised that there will be a mail drop that will be distributed to the public that provides an interpretation of the bylaw. Cr. Westwell asked why the bylaw wasn't presented at the last meeting as Council is being asked to approve a bylaw and did not participate in the discussion of the bylaw. Administration advised that there were thorough discussions on this bylaw by previous Council and that the changes are clarifying the wording to mirror territorial legislation. He advised that he can circulate the changes in the document to Council.



18-262 Moved By: D/M Smith
Seconded By: Cr. Cox

That Bylaw 994 Smoking and Cannabis Use Bylaw be introduced and given first reading.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest to regulate and prohibit smoking and cannabis use in public places;

AND WHEREAS a council may make by-laws pursuant to section 148 of the Cities, Towns, and Villages Act respecting public health and contagious diseases, and specifically prohibiting smoking and use of cannabis in public places;

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

1. THAT the short title of the Bylaw may be cited as the “Smoking and Cannabis Use Bylaw.”
2. THAT this Bylaw shall come into force and effect on the date of its final passing.
3. THAT Bylaw 991 is hereby repealed.

CARRIED UNANIMOUSLY

Bylaw 994 Smoking and Cannabis Use Bylaw Second Reading – Administration informed that bylaws require three readings of Council. He advised that one bylaw takes two months to be passed as there can only be two readings of one bylaw at one Council meeting unless all of Council is present. The lengthy process is to ensure that Councillors have sufficient time to review the bylaw.

18-263 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That Bylaw 994 Smoking and Cannabis Use Bylaw be given second reading by title only.

CARRIED UNANIMOUSLY

Bylaw 992 Appoint Timothy Moore Bylaw Officer as Amended Third Reading – Administration advised that this is a bylaw that was in process when Council was changing. This bylaw is a Bylaw Officer appointment we require to establish their authorities. The reading is as amended due to changes of the employment term, the previous bylaw was that Timothy Moore be a casual Bylaw Officer and it has now been changed to full-time.

18-264 Moved By: D/M Smith
Seconded By: Cr. Couvrette

That Bylaw 992 Appoint Timothy Moore Bylaw Officer be given third reading by title only.

CARRIED UNANIMOUSLY



Bylaw 993 Appoint Timothy Moore Fire Chief Third Reading – Administration advised that the Fire Chief is regulated by territorial legislation and requires a motion of Council to granted authority in that manner.

18-265 Moved By: D/M Smith
Seconded By: Cr. Cox

That Bylaw 993 Appoint Timothy Moore Fire Chief be given third reading by title only.

CARRIED UNANIMOUSLY

c. Appointments

D/M Smith and Cr. Pischinger declared a conflict of interest and left the meeting.

Briefing Note – DEA Appointments – Cr. Cox advised that the ad hoc committee met to select from the nine expressions of interest's that were received. She advised that the committee is very confident in the selected individuals and appreciative of all nine that expressed their interest in the board.

18-266 Moved By: Cr. Cox
Seconded By: Cr. Campbell

That Laura Aubrey, Rebecca Cabell and Ann Pischinger be appointed to the DEA as Town of Fort Smith representatives.

CARRIED UNANIMOUSLY

D/M Smith and Cr. Pischinger have entered the meeting.

d. Mayor and Council

- i. Cr. Campbell – Cr. Campbell thinks that the renaming of McDougal road should have more discussion along with more public input. He commended the grader operator on the roads and that he is doing a great job.
- ii. Cr. Couvrette – Cr. Couvrette advised that on November 19, 2018, Council met with the Minister of ECE. He indicated that the meeting alleviated a lot of his fear and anxiety about the process and provided some clarification towards the vague timelines that are being proposed by the department for the transfer of the college to a polytechnic. He was impressed with the attendance at the public meeting and indicated that it was nice to see the community still actively involved in something that is very critical to our community. He would like for Council to meet to discuss Council's strategy on ensuring Council's interest is addressed in any transformation of the college.
- iii. Cr. Cox – Cr. Cox apologized for missing the meeting with the Minister of ECE and she looks forward to the update on the meeting. She would like to commend the community services staff who are operating and maintaining the facilities. She indicated that the Arena is very clean given the high use during the season. She also commended the grader operator on the great job he is doing on maintaining the roads. She advised that the snowboard park and tobogganing hill are already seeing a lot of use. She indicated having all the opportunities and programming in the community is really encouraging to the youth.
- iv. D/M Smith – D/M Smith would like to extend his condolences to the family of Jaque Van Pelt. He advised that the Town recognizes community residents by providing awards during Canada Day events, he would like to have residents recognized for their previous political leadership contributions to the community. He would like to request



that mechanisms be established to honour key residents that contributed to the community and requested feedback from Council. He indicated that after Council's meeting with the Minister of ECE on November 19, 2018, that doesn't alleviate his fears. He distrusts the department of ECE's ability to effectively manage the transformation of the college to a polytechnic university which is based on his 13 years of experience with the college. He agreed with Cr. Couvrette and that the issue must be kept on the front and that Council's concerns are heard. He indicated that to date nothing has brought him any comfort on this issue and that it is Council's role to keep the pressure on the department. He advised he circulated an article to Council on a road south from Fort Smith. He advised that he heard on the news that there are plans to have a road built from Fort Smith to Fort Chipewyan which was new to him and thinks that Council has to get involved in this plan. He advised that he also circulated an article on the Wood Buffalo National Parks action plan which is out for public comment and closes on December 10, 2018 and suggested Council provide feedback on that call for input He looks forward to working with all new Council.

- v. Cr. Beaulieu – Cr. Beaulieu indicated that there use to be a PWK school cultural camp located at Sawmill Island. She would like to know the future of the camp as there are still tent frames set up and thinks it could be made accessible to the Town for summer or winter camps. She was also concerned with the recent reports of cracks in the ground near the landslide area and asked if there are safety precautions being taken to keep the public from using those areas. She advised that there is a chunk of land that fell into the water near the old boat dock at Bell Rock.
- vi. Cr. Pischinger – Cr. Pischinger would like to thank the committee for the DEA appointment as it is her passion and enjoys being on the board to see students succeed. She advised that the launch of the preview for the movie Three Feathers was a huge success. She agreed with Cr. Campbell on advancing the request to rename McDougal Road. She thinks that the community should be involved in that process. She also agreed with D/M Smith on recognizing builders of the community.
- vii. Cr. Westwell – Cr. Westwell advised that he attended three meetings with the Minister of Education, Minister of Justice and Chris Joseph on November 19, 2018 which included the same message on the Aurora College issue. He advised that from the meetings there were some points and questions that were better answered by the department of ECE and getting an idea of what their plan is for the short-term future of Aurora College. He advised that the administration of the Presidents office will be managed from Yellowknife with the Associate Deputy Minister acting as the President which is unfortunate as that is already two senior management positions taken from Fort Smith as the Executive Secretary position will most likely be moved to Yellowknife with the acting President. He indicated that there was no indication that the Associate Deputy Ministers position will not be replaced at this time. He added that the department is not looking to move the departments of finances, telecommunications, communications and registrar's office within the college which was a relief for the staff to hear. He thanked everyone that attended the meetings and advised that staff from the local 12 union showed up to the meetings in their orange shirts. He advised that the Towns response document is a very good document and that he advises the public to familiarize themselves with the information in that document. He asked for information on the multilingual sings and that it was brought



to his attention that there is a spelling error on the stop signs. Mayor Napier-Buckley advised that Vance Sanderson was working with the Town on the signs as this concern was previously brought to the Town's attention. She advised he spoke with several different residents that speak the language and was trying to find a word that accommodated all different dialects and the spelling was the closest that fit that definition.

- viii. Mayor Napier-Buckley – Mayor Napier-Buckley thanked all of Council for their comments. She thinks that the Town of Fort Smith document is an important document which was provided to the Premier, Ministers and Standing Committee on Social Development. She indicated that the document should be reviewed by Council and that could be included in the orientation training. She apologized for missing the public meeting with the Minister of ECE and advised that she was able to conference call into the meeting. She advised that the Town has been provided with the GNWT response to the foundational review and noted that there are a lot of changes that includes request made by the Town of Fort Smith at the presentation to the Standing Committee on Social Development along with the requests made to the Premier and Minister of ECE during previous meetings. She advised that Council is moving forward with the intent to keep their position strong and working with the Minister of ECE. She indicated that one of the points that we are quite cognisant of is that with the release of the foundational review, Yellowknife was quick on saying that they are in favour of the recommendations. She added that although the Town disagreed with much of what was included in the report, we do want to remain partners in the discussions moving forward. She advised that the last Council has created a community builder award but there has been no call for nominations and suggested a committee be established to determine the criteria for the award. She advised that there is an article completed by Cabin Radio that the YWCA has changed position due to the recent fire that burned down one of their major buildings and can no longer pursue a Daycare in Fort Smith. She advised that the Town has taken this opportunity to work with the Fort Smith Daycare Society and are offering space for them to open a daycare in early 2019. She advised that she is also looking to working with the GNWT on potential buildings that can be used for a daycare. She advised that there is a meeting with the Yellowknife Mayor and SAO on November 21, 2018. She advised that the discussion will include how we can work together as communities on different issues and not just the college. She advised that Mike Labine has done a call out for a coordinator for the annual Santa float. She advised that the Town of Fort Smith has been working with him on that and Administration can provide an update. She would like to congratulate Richard Van Camp along with the cast and crew for the premiere of the movie Three Feathers.
- e. Administration – Administration advised that the Town has planted a Christmas tree beside Town Hall and are in the process of replacing Christmas lights on the light poles along McDougal Road. We are working with the Power Corporation to complete that initiative. He advised that there were concerns with insurance by the previous coordinator for the Santa float but that the Town is working with their insurance company to operate the Santa float. He advised that the Town's insurance will cover the Santa float as long as a Town vehicle is used and is driven by volunteers, so the Santa float is now a Town program. He advised that the trunk of trees will be wrapped outside of the Arena to be able to provide the ability of having Christmas sculptures or programs. He advised that the Town is in the process of installing electrical outlets to have Christmas light installed on trees from the Northern Lights Home to the Post Office building. He advised that we are in the process of developing a Christmas calendar for distribution.



Administration advised that a new grader operator has been hired and is doing a great job. He is proud of the Recreation services and advised that the Town is functioning at a high level as employees take pride in their work because of compliments from Council. In response to the suggestion for community builders, one of the initiatives for the Downtown Development plan is looking to purchase municipal art for facilities and that truly honours the recipients. He indicated that this will also engage the local art and culture in the community. He advised that the PWK cultural camp is an interesting idea and that he can certainly look more into it as the community is transitioning more into a wellness community. He advised that he looked at the reported land cracks near the landslide and advised that they are on the trail where quads and snowmobiles frequently use. He advised that the request for proposals for the design work for the slope stabilization project on that area has just closed and hopes to have the design for that project initiated. In the meantime, there are signage placed in those problematic areas. He advised that the legislation around the request to rename McDougal Road would have to be brought forward through a petition but hopes to have that discussion at the ABC advisory board meeting. He advised that we would like to work with the Fort Smith Metis to advance this initiative.

Cr. Westwell declared a conflict of interest and left the meeting.

- i. Northern Life Museum Board – Administration advised that there is a letter from the Northern Life Museum requesting a board appointment. Mayor Napier-Buckley requested interests from any Councillors to sit on the board. Cr. Couvrette is interested since it ties in with TTAB. Cr. Cox

18-267 Moved By: Cr. Cox
Seconded By: Cr. Campbell

That Council approve Cr. Couvrette be appointed to the Northern Life Museum board as a Town representative

IN FAVOUR – D/M SMITH, CR. CAMPBELL, CR. COX, CR. PISCHINGER,
CR. WESTWELL, CR. BEAULIEU
ABSTAINED – CR. COUVRETTE
CARRIED

Cr. Westwell entered the meeting.

- ii. Statement of Commitment – Administration requested Council complete the form and return to him.
- iii. Chamber of Commerce – Administration advised that the Chamber of Commerce requested a Council representative to sit on their Board of Directors. Mayor Napier-Buckley requested interest from Council. Cr. Westwell was interested to be the Council representative for the Chamber of Commerce Board.

18-268 Moved By: Cr. Couvrette
Seconded By: Cr. Cox

That Cr. Westwell be appointed the Town representative to the Thebacha Chamber of Commerce board.

IN FAVOUR – D/M SMITH, CR. CAMPBELL, CR. COUVRETTE, CR.
COX, CR. PISCHINGER, CR. BEAULIEU
ABSTAINED – CR. WESTWELL
CARRIED

- iv. Strategic Plan – Administration advised that the Town receives revenues from the sources; the collection of property taxes, the collection of user fees and the majority of Town funds is received in block transfers from the GNWT. One of the funds is from the federal government which is the gas tax funds that can be used for roads,



bridges, drainage etc. One of the things the federal government determined is that communities were not spending the capital funds appropriately. He advised that now communities are required to provide an Integrated Communities Sustainability Plan (ICSP) that consists of a strategic plan, energy plan, and a human resources plan. He advised that the Strategic Plan is one component of that ICSP and is the guiding document in the Corporate Services Standing Committee. He advised that the Strategic Plan was not just developed by Council but also the public to ensure that the plan represents the needs of the community along with the needs of Council. He advised that the strategic plan has been completed every five years and that not every Council will have a chance to create the document. He advised that the Strategic Plan was due to be renewed in 2015, the process was started in 2016 and was approved by the outgoing Council. He advised that the document is not quite complete and requires the Mayor's message and timelines on the actions. He advised that there is a need for Council to meet and discuss the timing on those initiatives and a public roll out of the document. He suggested that this initiative be included in the Council orientation and training sessions as the document should be finalized so that it could be presented to the public.

Cr. Couvrette suggested that Council come up with a creative vision that will drive Council and get the community involved. The vision shapes where the community should be in twenty years and that the youth should be involved in this process. He would like to put this out there as a challenge that a dynamic vision be established for the community.

D/M Smith advised that the previous Council started the Strategic Plan with hopes to have it completed by 2017 but that AWG happened which stalled all the initiatives. He noted that the Town has a lot of lean staff and that the staff can't take on a lot of extra work as they already do a lot in their roles. He advised that one of his favorite moments in creating the plans was the youth consultation session in the high school gym. The Healthy Foods Policy was developed as a result of that consultation with the youth. He advised that the list on page eight of the document was ranked by the community and were all initiatives that didn't fit within the Town's mandate and now includes a section on the initiatives that are within the Town's mandate and a list that is not. The process of finalizing the Strategic Plan was a lengthy process and required a lot of community feedback.

Cr. Westwell asked if the new agreement not require an end of time for the 2018 Strategic Plan. Administration advised that the focus on the roll of the initial ICSP in 2010 switched over to accountability. So now MACA has an accountability framework which is essentially a stop light assessment. That document is forwarded to the federal government once it has been submitted to MACA and tracks the progress on what is included in the document. He advised that the next phase that the federal government is looking to implement is the need to implement an asset management system which will likely happen in order to meet federal funding requirements.

Mayor Napier-Buckley advised that there was some really robust discussion on the issues that were brought forward by the youth at the youth engagement session. She advised that the discussions included drug abuse and youth crime in the community, wifi accessibility and better shopping. The youth provided priorities to those topics and provided some in-depth discussions. She was grateful to have had that opportunity to discuss those issues with the youth. Cr. Westwell asked if there was a change in engagement for the youth sessions. Administration advised that the engagement session was the same thing and that there was a lot of participation and interest from the youth. Mayor Napier-Buckley asked that Council to review the Strategic Plan and provide feedback on the timeline on the objectives.

- v. Briefing Note Senior's Society Donation Request – Administration advised that most of the budget that Council has is the donations budget where any expenditures in that budget require a motion of Council. He advised that Administration has tried to reduce the amount of these requests that Council has to approve by creating line



items for repetitive requests or those requests that can be provided in form of a service. He advised that the Seniors Society is requesting the donation of the gymnasium for use starting at 5pm and for the assistance of Town staff for set up and take down of tables and chairs. Council has approved, for the past several years, the Senior's Society requests to use the Recreation and Community Centre Gymnasium to host their annual Christmas Dinner. The donation amount for this request would be \$156.24 for the use of the gym and staff time for set up and take down. To date council has spent \$1,675 of its' \$4,500 budget. This is similar to last years spending at this time in the year.

18-269 Moved By: Cr. Couvrette
Seconded By: Cr. Pischinger

That Council respond favourably and donates \$156.24 to the Fort Smith Senior's Society donation request.

CARRIED UNANIMOUSLY

- vi. Briefing Note Christmas Lights Contest – D/M Smith indicated that this is an annual event and encouraged Council to volunteer to judge the contest. Cr. Westwell is happy with the general ledger codes being included in the motion. Cr. Campbell requested that the prize amounts be increased as it is expensive for power. D/M Smith appreciates Cr. Campbells enthusiasm and requested information on the status of the budget. Administration advised that there is approximately one thousand in that budget and that there are no plans for expenditures or unexpected expenditures. Cr. Westwell asked for caution in increasing the prize amounts by double as it may set precedence. Cr. Campbell indicated that the prize amounts were the same for the past twenty years and that he did receive requests from the public to increase it. D/M Smith and Cr. Couvrette agreed to amend the motion. Mayor Napier-Buckley requested if any judges. Cr. Cox and Cr. Campbell interested in being judges. Cr. Beaulieu is interested. Mayor Napier-Buckley advised that what we have done is ask for people to register for contest.

18-270 Moved By: D/M Smith
Seconded By: Cr. Couvrette

That Council approve the Christmas Lights contest with the prizes of
1st \$250.00
2nd \$150.00
3rd \$100.00
To be paid from G/L 1-2-0510-018.

CARRIED UNANIMOUSLY

- vii. Briefing Note – Fire Chief Truck – Administration advised that the Capital Plan includes a fleet of trucks and are in the process of replacing those trucks. He advised that the RFP to purchase trucks came within budget. He advised that the fire chief had started after the quote was received and that he has made some amendments to the truck fully utilizable and best serve the purposes of the Protective Services Department. He advised that the initial vehicle was a non-crew cab but that for the fire chief it's a crew cab to give the fire chief the ability to move EMTs and a warm place for fire volunteers. There is also a light bar which is an expensive piece that is required to back up the bylaw. He advised that there are sufficient funds in CPI for the additional costs. D/M Smith advised that the fire chief has no ability to respond with any other vehicle but the fire truck and thinks this is very appropriate request. Cr. Westwell asked if the truck will be kept at Town hall. Administration advised that there is no space at the Fire Hall or Ambulance bay and that it maybe stored at seven bay or be a take home vehicle since the Fire Chief is twenty-four hour a day job.



18-271 Moved By: D/M Smith
Seconded By: Cr. Westwell

That Council approve to reallocate \$15,000.00 from CPI to the Fire Chief Capital Project to purchase a 150 series Crew-Cab that will best serve the needs of the Protective Service's Department.

CARRIED UNANIMOUSLY

viii. Briefing Note – DPA-030-18 Patti-Kay Hamilton Home Occupation Permit – A99
listen to recording

18-272 Moved By: Cr. Westwell
Seconded By: Cr. Cr. Cox

That DPA-030-18, submitted by Patti-Kay Hamilton, to operate a home occupation writer/editor/consultant business from Lot 326, Plan 207, 38 McDougal Road in Fort Smith be approved.

CARRIED UNANIMOUSLY

H. **PROCLAMATIONS**

There were no proclamations.

I. **ABSENCE OF COUNCIL MEMBERS**

18-273 Moved By: D/M Smith
Seconded By: Cr. Couvrette

That Cr. Beaulieu be excused from the Corporate, Community and Municipal Services Standing Committee Meetings on November 13, 2018.

CARRIED UNANIMOUSLY

18-274 Moved By: Cr. Westwell
Seconded By: Cr. Cox

That Cr. McArthur be excused from the Regular Meeting of Council on November 20, 2018.

CARRIED UNANIMOUSLY



J. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – December 4, 2018
Community and Municipal Services Standing Committee Meetings – December 11, 2018
Council Meeting 12-18– December 18, 2018

K. **ADJOURNMENT**

18-275 Moved By: Cr. Couvrette
Seconded By: Cr. Cox

That the meeting be adjourned at 9:35 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 18th day of December, 2018.



Mayor Lynn Napier-Buckley



Certified Correct by the
Senior Administrative Officer Keith Morrison

L. **QUESTION PERIOD**

A question period was offered in accordance with policy.