





**COUNCIL OF THE TOWN OF FORT SMITH  
MEETING 03-17  
THE FIRST REGULAR MEETING OF COUNCIL FOR  
THE MONTH OF MARCH AND THE  
THIRD FOR THE YEAR 2017**

PRESENT: Mayor L. Napier-Buckley      D/M K. Smith  
            Cr. B. McArthur                      Cr. R. Holtorf  
            Cr. A. Kikoak                         Cr. B. Tuckey  
            Cr. A. Dumont                         Cr. E. Bell

REGRETS: Cr. R. Patel

STAFF: Keith Morrison, Senior Administrative Officer  
          Anne Sebert, A/Executive Secretary

GALLERY: RCMP Sergeant Ryan Snodgrass and Patti Haaima

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Meeting 03-17 7:00 PM  
March 21, 2017 Council Chambers

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A. **CALL TO ORDER & CONFIRMATION OF QUORUM**

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

B. **APPROVAL OF AGENDA**

Administration requested the addition of the following items to the agenda: 2017 Mill Rate Bylaw, 2017 Borrowing Bylaw, the Bylaw to appoint a Bylaw Officer, information regarding the RCMP Policing Report, statistical reports and the need for a special council meeting for third reading of bylaws. Information on these items can be found on councilors desks as well as in their email accounts.

17-058 Moved by: Cr. Dumont  
          Seconded by: Cr. Bell

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

C. **PROCLAMATIONS/PRESENTATIONS**

RCMP Delegation Sergeant Ryan Snodgrass reviewed the policing report provided to council. He referred to one interesting item on page four which indicated that DNA results were found linking the 2014 Fire Hall break-in to another crime somewhere in Canada. The 2014 Fire Hall break-in investigation will be reopened. The Sergeant referred to last meeting discussions about the Citizens on Patrol Program noting Yellowknife was sending information and that someone from the community would have to take on this initiative. He noted upcoming priorities planning in April would focus on the three key areas of violence, liquor and drug, youth and community involvement. Cr. Holtorf asked whether traffic management was part of the planning. The Sergeant stated accidents and impaired driving were a higher priority and he was open to discuss this further. Cr. Tuckey thanked the Sergeant for attending the meeting and noted that the RCMP were part of the Interagency Group in the past. She felt it was important for youth wellness that the group be re-established. She noted the importance of the RCMP being visible and taking part in community activities at JBT Elementary School, coaching hockey and figure skating, and working in partnership with community youth groups to have a positive relationship with kids. She would like to see the Interagency Group included in the plan. The Sergeant advised he was happy to build a positive relationship with the youth of the community. The Mayor asked whether the RCMP had a community outreach member. The Sergeant advised that they did not. Cr. Kikoak stated it was great to have regular policing updates at the



meeting. She asked whether forensics was included in the priorities planning. She felt it would be good for the youth to be aware that forensics was available in the rural communities. The Sergeant advised that Yellowknife has a member trained in forensics. Cr. Kikoak felt that an introductory level would be good noting that the rural areas don't have access. She noted it would be good to have a little bit more training and she was speaking on behalf of the rural communities and suggested the Sergeant speak to senior RCMP staff about this. Administration noted positive relationships with last year's priorities planning and asked whether the RCMP met regularly with the First Nations Bands and the Metis. He also inquired into the increased public mischief statistics. The Sergeant noted the statistics surrounded mostly intoxicated swearing incidents and nothing out of the ordinary. He advised that the RCMP met with Salt River First Nation and the Metis as well as the Chief of Smith Landing First Nation, an Alberta Band not in their jurisdiction. Cr. Dumont noted that in the past members have taken time from work responsibilities to work with youth in various activities such as Karate, etc. and wondered whether any of the members were interested in starting or becoming involved in youth activities to build liaisons and prevent crime. The Sergeant advised that members will usually help with program initiatives if a member is experienced in the area. The Mayor referred to the current priorities of substance abuse, traffic safety and enforcement and stated she would like these to remain priorities. She advised the Town has a bylaw officer doing traffic enforcement. She felt that seeing the RCMP in school zones would send a strong message to the community. The Sergeant advised that even though not a priority, this was still being done. The Mayor thanked the Sergeant for the policing report and appreciated the regular delegation visits.

D. **APPROVAL OF MINUTES**

D/M Smith provided an AWG update based on a report by CBC. The AWG Chair was pleased with the new Hay River arena and hoped it will be ready for the games. The International Committee spent time in the north and attended a smudging ceremony in Fort Providence. They also traveled to Hay River and Fort Smith with videos being shown. The host society held meetings and toured facilities with opportunities to ask questions about facilities. At the conclusion meetings the Executive Committee met with the International Committee to identify issues. There were no surprises and no questions about Fort Smith hosting the games but a few concerns about Hay River food and cafeteria services. He noted there would be one opening and one closing ceremony, which could be hosted in Fort Resolution or Enterprises and doesn't have to be in Fort Smith or Hay River, but probably one community will host both. D/M Smith will ask about the possibility of Fort Smith and Hay River each hosting one but it may be cost prohibitive. The International Committee noted there was no agreement in place and had no problem with a tri-party agreement. He noted that the agreement would be put in place in the next couple of weeks. The Mayor thanked the Deputy-Mayor for the update.

17-059 Moved by: Cr. Kikoak  
Seconded by: Cr. Tuckey

That the minutes of Regular Meeting 02-17 of February 21, 2017 be adopted as presented.

CARRIED UNANIMOUSLY

E. **BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

F. **DECLARATION OF FINANCIAL INTEREST**

Cr. McArthur declared a conflict with respect to the Accounts Paid Part II.



**G. COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee

17-060 Moved By: Cr. Tuckey  
Seconded By: Cr. McArthur

That the attached Corporate Services Standing Committee minutes from March 7, 2017, be adopted as presented.

IN FAVOUR – CR. TUCKEY, CR. HOLTORF, CR. MCARTHUR, D/M SMITH, CR. PATEL, CR. DUMONT, CR. KIKOAK  
ABSTAINED – CR. BELL  
CARRIED

Accounts Paid Part I

17-061 Moved By: Cr. McArthur  
Seconded By: Cr. Dumont

That the Accounts Paid List Part I for the period ending February 28, 2017, totaling \$438,367.48 be approved.

CARRIED UNANIMOUSLY

Accounts Paid Part II

17-062 Moved By: Cr. Kikoak  
Seconded By: Cr. Tuckey

That the Accounts Paid List Part II for the period ending February 28, 2017, totaling \$3,465.00 be approved.

IN FAVOUR – CR. TUCKEY, CR. HOLTORF, CR. BELL, D/M SMITH, CR. PATEL, CR. DUMONT, CR. KIKOAK  
ABSTAINED – CR. MCARTHUR  
CARRIED

Wood Buffalo Frolics Road Closure

17-063 Moved By: Cr. Kikoak  
Seconded By: Cr. McArthur

That King Street from the Recreation and Community Centre Exit to Franklin Avenue be closed from 3:00 pm to 5:00 pm on Saturday, March 11, 2017, in conjunction with the Wood Buffalo Frolics Honey Bucket Races.

CARRIED UNANIMOUSLY

Community Services Standing Committee

Cr. Holtorf referred to the Mayor's comments regarding Canada's 150 birthday celebration activities and ABC's discussion during its meeting relating to Truth and Reconciliation. The Mayor would be meeting with ABC regarding their intent. Cr. Holtorf suggested looking at potential activities. The Mayor agreed. D/M Smith advised the AWG Host Society met on Friday and noted the lack of an agreement.

17-064 Moved By: Cr. Tuckey  
Seconded By: Cr. Bell

That the attached Community Services Standing Committee minutes from March 14, 2017, be adopted as presented.

CARRIED UNANIMOUSLY



FCM Conference – The Mayor sent an email to Councilors requesting an expression of interest from those Councilors wishing to attend the NWT Association of Communities and the Federation of Canadian Municipalities Annual General Meetings. She requested a response by tomorrow. Cr. Kikoak asked about the deadline to submit resolutions. The Mayor advised the deadline for the NWTAC is April 1, 2017.

17-065 Moved By: D/M Smith  
Seconded By: Cr. Bell

That the Town of Fort Smith send up to three Councillors to the FCM Conference in Ottawa, Ontario in June, 2017.

CARRIED UNANIMOUSLY

#### Municipal Services Standing Committee

17-066 Moved By: Cr. Dumont  
Seconded By: Cr. Bell

That the attached Municipal Services Standing Committee minutes from March 14, 2017, be adopted as presented.

CARRIED UNANIMOUSLY

#### DPA-004-17 Chad Funk

17-067 Moved By: Cr. McArthur  
Seconded By: Cr. Dumont

That DPA-004-17, submitted by Chad Funk, to operate a home occupation business providing IT consulting from Lot 22-2, Plan 1439, 22 Pigeon Avenue in Fort Smith be approved.

CARRIED UNANIMOUSLY

#### DPA-005-17 Ann Beaudriault

17-068 Moved By: Cr. Dumont  
Seconded By: Cr. Tuckey

That DPA-005-17, submitted by Ann Beaudriault, to operate a home occupation business selling Scentsy products from Lot 875, Plan 837, 44 Tamarac Crescent in Fort Smith be approved.

CARRIED UNANIMOUSLY

#### b. Enactment of Bylaws:

##### Financial Administration Bylaw 972 Third Reading

17-069 Moved By: D/M Smith  
Seconded By: Cr. Tuckey

That the Financial Administration Bylaw 972 be given Third Reading by title only.

CARRIED UNANIMOUSLY



**Bylaw 974 Appoint Fire Chief Karl Cox First Reading**

Administration advised of the filling of the full-time position of Fire Chief and Ambulance Coordinator, which is also lead bylaw officer. The new position will ensure more animal control and speed control. The department is well equipped and looking at sharing with other communities to contract out services. The Town will now have additional capacity for fire abatement, Town safety measures, and training. Administration was sad to see Wes Steed step down and wanted to recognize Mr. Steed's service to the community. Cr. Holtorf suggested a press release for the Town's website on the appointment to the new position and what the Town can expect. Administration thought that was a great idea which also gives an opportunity to thank Mr. Steed. Administration identified an ongoing cleanup initiative. He noted the removal of 350 cars from the landfill site and that the Town is looking to hire a contractor with large equipment for further cleanup. D/M Smith formally thanked Mr. Steed. He noted that during Mr. Steed's time as Fire Chief the department won the Fire Service Merit Award. He noted that Mr. Cox will have a legacy to live up to and thanked Mr. Cox for his position as Acting Fire Chief. Administration is looking to set up a summer emergency phone as the Town is unreachable after 5 pm. He noted the new position looks after emergency services for Town seven days a week, twenty-four hours a day. Cr. Dumont asked if the bylaw enforcement training had been completed for the new position and how long before they could take over. Administration noted the coursework was done, the exam needed to be completed.

17-070 Moved By: D/M Smith  
Seconded By: Cr. Dumont

That Bylaw 974 Appoint Fire Chief Karl Cox be introduced and given First Reading.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, has enacted a by-law to establish the Fort Smith Volunteer Fire Department;

AND WHEREAS the Fire Prevention Act, R.S.N.W.T. 1988 establishes the Fire Chief or acting Fire Chief as a Local Assistant to the Fire Marshal of the Northwest Territories for the purposes of carrying out the provisions of that Act within the limits of the municipal corporation;

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

1. That Karl Cox be appointed Fire Chief for the Town of Fort Smith.
2. That this appointment shall come into effect upon this bylaw receiving third reading.
3. That Bylaw 861 Appointment of Fire Chief Westly Steed be hereby repealed.

**CARRIED UNANIMOUSLY**

**Bylaw 974 Appoint Fire Chief Karl Cox Second Reading**

17-071 Moved By: Cr. Dumont  
Seconded By: Cr. McArthur

That Bylaw 974 Appoint Fire Chief Karl Cox be given second reading by title only.

**CARRIED UNANIMOUSLY**

Third reading could not be completed as Cr. Patel was not at the meeting.



#### Bylaw 975 Appoint Bylaw Officer Karl Cox First Reading

17-072 Moved By: Cr. Bell  
Seconded By: Cr. Tuckey

That Bylaw 975 Appoint Bylaw Officer Karl Cox 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 necessary to appoint Bylaw Enforcement Officers to enforce the bylaws of the Municipality;

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

1. That Karl Cox be appointed Bylaw Enforcement Officer for the Town of Fort Smith.
2. That this appointment shall come into effect upon this bylaw receiving third reading.

CARRIED UNANIMOUSLY

#### Bylaw 975 Appoint Bylaw Officer Karl Cox Second Reading

17-073 Moved By: Cr. Tuckey  
Seconded By: Cr. McArthur

That Bylaw 975 Appoint Bylaw Officer Karl Cox be given second reading by title only.

CARRIED UNANIMOUSLY

#### 2017 Mill Rate Bylaw 976 First Reading

Administration reviewed the briefing note provided to Council. He noted the Mill Rate could not be set until the Board of Revision met. Administration summarized how the Mill Rate was set including the budgeting process target from last year to determine how much funding is available from property taxes. Last year the Mill Rate was set in February because the Government of the Northwest Territories completed the general assessment at that time. This year revisions had to be made and the Town waited for the school tax rate which is set by the government. Tax notice cannot be completed until the school tax rate is provided by the government. Council approved a 3.8% increase, utilizing the same allocations as last year. He noted people pay different mill rates depending on the type of property. This year the same weighting was used as last year with a few minor changes. Cr. Tuckey reminded Councillors to remember this for next discussions. D/M Smith asked for clarification as to whether the actual numbers and not percentages were used for mill rate increases and asked if the figures were verified. Administration confirmed this was correct and the mill rates were verified with various checks. Cr. McArthur asked whether Salt River First Nation pays. Administration noted the property values were assessed with grants in lieu of taxes provided. He noted a number of federal lands were removed and transferred to Salt River First Nation and also to the Government of the Northwest Territories and the Town was not able to assess the lands transferred to Salt River First Nation. The Town went to a MOU with Salt River First Nation. The Town hired an assessor who found the federal lands were never transferred to Salt River First Nation. The Town was waiting for a response from the territorial government. The Mayors are being asked to talk to their Ministers about this issue but tax notices are being sent out as they can't be delayed. Cr. McArthur stated that the federal land was to be transferred and as the territorial government is doing anything, the Town should take over the lands in lieu of taxes. Administration noted the lands were on the tax arrears list and stated that Salt River First Nation was in the dark too and failed by the hire levels of government and recommended putting pressure on federal and territorial governments. Cr. McArthur recommended putting the Government of the Northwest Territories on the tax arrears list. Administration stated something has to happen including lobbying the local regional MACA office and asking them to come to Council to resolve the issue.



17-074 Moved By: Cr. Tuckey  
Seconded By: Cr. Dumont

That the 2017 Mill Rate Bylaw 976 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 and is required by the provision of the Property Assessment and Taxation Act to establish Mill Rates for Municipal and School purposes; and

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

1. That this bylaw may be cited as the “2017 Mill Rate Bylaw”;
2. That assessed property in the Town of Fort Smith, liable to taxation and in respect of which grants-in-lieu of taxes may be paid, shall be liable for taxation and grants-in-lieu of taxes as follows:
  - a) Residential Developed.....12.78
  - b) Residential Non-Developed.....12.78
  - c) Commercial Developed.....23.43
  - d) Commercial Non-Developed.....23.43
  - e) Industrial Developed.....23.43
  - f) Industrial Non-Developed.....23.43
  - g) Institutional Developed.....28.40
  - h) Institutional Non-Developed.....28.40
  - i) Recreational.....12.78
  - j) Telecommunications.....28.40
  - k) Country Residential Developed.....11.07
  - l) Country Residential Non-developed.....11.07
  - m) Country Residential Mixed Use.....12.78
3. That the rate of taxation to be applied to lands and improvements liable to taxation, or in respect of which grants-in-lieu may be paid, for school purposes shall be as follows for the year 2017.
  - a) School Levy..... 2.40

CARRIED UNANIMOUSLY

2017 Mill Rate Bylaw 976 Second Reading

17-075 Moved By: Cr. McArthur  
Seconded By: Cr. Bell

That the 2017 Mill Rate Bylaw 976 be given Second Reading by title only.

CARRIED UNANIMOUSLY





#### 2017 Borrowing Bylaw 977 First Reading

Administration reviewed the briefing note provided to Council. He stated the bylaw was needed to secure short term funding to cover debt should the Town ever need it. He noted the Town has never in the past needed to use the bylaw. Administration noted the bylaw was like large overdraft protection to address cash flow issues and was tied into the current signing authorities for the Town..

17-076 Moved By: D/M Smith  
Seconded By: Cr. Tuckey

That the 2017 Borrowing Bylaw 977 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 borrow money that may be required to meet expenditures during the 2017 fiscal year;

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

1. That the Mayor and Senior Administrative Officer of the Town of Fort Smith in the Northwest Territories are hereby authorized, on behalf of the Town of Fort Smith, to borrow money;
2. That the total amount of money so borrowed shall be up to but not exceeding \$600,000 (SIX HUNDRED THOUSAND) dollars;
3. Such money shall be borrowed from the Bank of Montreal, Fort Smith, Northwest Territories and repaid thereto, together with interest at a rate mutually agreed therewith;
4. All money so borrowed shall be repaid out of and shall be a first charge upon the revenue of the Town of Fort Smith for the year 2017;
5. The estimated revenue of the Town of Fort Smith set forth on the ESTIMATES for the year 2017 are \$9,267,431.00 (Nine Million, Two Hundred Sixty-Seven Thousand, Four Hundred and Thirty-One) dollars.
6. That Bylaw #965 is hereby repealed.

CARRIED UNANIMOUSLY

#### 2017 Borrowing Bylaw 977 Second Reading

17-077 Moved By: Cr. Tuckey  
Seconded By: Cr. Dumont

That the 2017 Borrowing Bylaw 977 be given Second Reading by title only.

CARRIED UNANIMOUSLY

- c. Appointments: There were no appointments.



d. Mayor and Council

- i. Cr. Tuckey – Cr. Tuckey stated March is a very busy month. She noted the NWT Snowboarding competition was last weekend and that the annual skating carnival will take place this weekend. Cr. Tuckey was happy to be wrapping up winter sports and thanked all the volunteers, coaches and youth.
- ii. Cr. Holtorf – Cr. Holtorf referred to the Truth and Reconciliation discussions in the minutes and the call for actions. He requested an update and suggested that ABC take the lead to build conversation. He noted the Truth portion was complete but the Reconciliation was on going. He noted that the Mary Kaeser Library seems to have activities and featured speakers weekly. He noted weekly featured speakers including Dr. Marie Wilson, and other members of the Truth and Reconciliation Committee this week in Fort McPherson. He noted two weeks ago he made a motion to accept a recommendation that Council develop a plan, to be ongoing for the next Council, regarding Fort Smith residential school heritage education capital including Grandin College, the leadership school, Lutsel K'e boarding., noting this was a wise position and positive every time Grandin College has a reunion. He noted the Grandin College was no longer around and this was not building on our history. He would like Council to talk to Salt River First Nation and the Metis Council. He noted Edmonton City Council approved three flags to recognize Treaty 6 and the Metis. He suggested the library be the conduit to public presentations and could include the current meaning of the Salt River First Nation treaty for a better cross cultural understanding with an appendix to land transfers with different speakers to better understand treaty. He noted the library does have visiting speakers and the focus could be aboriginal. He also suggested the feasibility of aboriginal language road signage. He felt more had to be done and suggested Council invite Dr. Marie Wilson to meet with Council and with Salt River First Nation as a group to better understand the cross-cultural dimensions of it and to reflect on to see what our community could gain. The Mayor stated Cr. Holtorf had given a lot of good ideas for the meeting with the advisory group.
- iii. Cr. McArthur – Cr. McArthur stated lot of people showed up at Arctic Winter Games meeting and thanked the Public Works staff. He suggested putting something in the News North on the tax arrears list.
- iv. Cr. Bell – Cr. Bell asked Council to think about trade show ideas. She stated this was a great opportunity for the advisory boards and get people on board for the Arctic Winter Games and ideas for the Canada 150 birthday event. She suggested having a newsletter, a survey and a calendar of events in the community available. She stated that next month a fundraiser for Christmas turkeys will be held. She noted the excitement with the traditional games happening this weekend and skating carnival. She stated it would be good to get aboriginal signs in our community.



- v. D/M Smith – D/M Smith noted the Truth and Reconciliation Secretariat was at the College providing an information session to students speaking on services available. It was nice to have an improved dialogue and a missed opportunity as it was not a large meeting. He gave a huge shout out to the Snowboarding Association, Jeff Schwartzenberger, and Terry Freund for the spectacular event. The Arctic Winter Games Committee was pleased. He noted activities in April including the Trade Show and Table Tennis event. He advised the community was busy, the grocery stores produce was low and noted that he had passed two truckloads of crushed vehicles. He looked forward to unsightly premises being dealt with on some properties this summer with the new bylaw officer, including the Piche property, which has been difficult to address especially with the upcoming Arctic Winter Games and the 200 plus people coming to the community including the media.
  
- vi. Cr. Dumont – Cr. Dumont stated more street lights were needed in the community and was surprised by the number on the hill. He saw a couple of spots that were missed and noted LED lights save money. He hoped for another review next fall. He stated that some dark roads need posts to be installed. He thanked the Public Works staff for snow removal in ditches. He noted the preparations for the Arctic Winter Games Committee were very good and he had spoken to a few people with very positive feedback on the hospitality shown.
  
- vii. Cr. Kikoak – Cr. Kikoak noted that March was a busy month with many issues facing Town Council legacy and with opportunities for future things that bring value to community. She hoped we can keep up the pace with the Arctic Winter Games next winter. She suggested getting a strategy to help with community recreation. She felt that communicating with the community to see their interest in taking on so many issues and to see what is important. With the Arctic Winter Games centered around the community, we need to see what the community issues are. She suggested obtaining information at the Trade Show and have a survey completed to see if the community understands the issues. Cr. Kikoak agreed with Cr. Holtorf about an education legacy to defend our role in the Northwest Territories as the education and administration capital and to build cohesion between all strong groups. Pointing out our legacy might build relationships and also constant communication reminders with signs, Grandin College, and Madonna House, toward building cohesive relationships with Fort Smith, and also Conibear Park and Truth and Reconciliation, the arts, and standing together to cause creative expressions. She suggested serving hamburgers at Conibear Park might help. She stated it was great to hear Council's ideas.



viii. Mayor Napier-Buckley – Mayor Napier-Buckley went to Hay River on Saturday to see the unveiling of the countdown clock for the Arctic Winter Games. She noted discussions with the Hay River Mayor, Council Rep and Host Society regarding moving forward with an agreement. She looked forward to having the International Committee return in September. The Mayor thanked the volunteers and Wood Buffalo Frolics Society for a great job and looked forward to training volunteers for the Arctic Winter Games. The Mayor extended congratulations to Karl Cox on his new position and now training can start on the advance notification system. She asked Councillors to submit their names if interested in this training. The Mayor met with college reps and the MLA to discuss cuts. She had the opportunity to attend the Trades Awareness Program for South Slave youth and women came in first place in trades. On Thursday, March 23, 2017, at 1 pm the ground-breaking ceremony for the new Territorial Women’s Corrections Center was taking place and the Mayor invited Councillors to attend. The Mayor heard many great things about the snowboard park and was looking at ways to improve the area for people on sleds and sliding. The Mayor looked forward to discussing the many ideas at the ABC meeting to plan for Canada’s 150 birthday activities. She asked Councillors if they were interested in getting t-shirts or clothing for the Trade Show to identify themselves. The Mayor looked forward to meeting with the Chamber of Commerce to discuss and engage them for the Arctic Winter Games and to work with the town. She hoped that the South Slave Friendship Festival would be looked at.

e. Administration

- i. Library Statistics – February, 2017
- ii. RCC Statistics – February, 2017
- iii. Pool Statistics – February, 2017
- iv. Arena Statistics – February, 2017

Administration has been busy with a lot of people off work sick and staff were burnt out with weekend snow removal by Public Works and recreation assistants with working increased hours and weekends at the arena with increased usage. The Town did not anticipate so much use and staff worked lots of overtime and were looking forward to the arena closing to get a break. The Public Works staff will next be dealing with flooding issues. The Town was working on summer programming and met with the farmers market who have outgrown their current location and want to move next to the arena with the option of moving into the arena if it rains. Summertime play in the arena and use of the concession were also being looked at. An architectural consultant was also coming to look at landscaping at Riverside Park, looking at traditional and standard signage and downtown development. The architect was currently preparing Red Deer for the Canada Games. Some 350 cars have been moved out of the landfill site and the Town is continuing to work with Mr. Berton to move items to the landfill. The Mayor asked about advertising cars during spring clean up. Administration advised the contractor removing the cars did it for free as there were enough cars and if its free to get the cars out we can waive the tipping fees. The Towns is looking at a good working relationship with the contractor as he has done a good job and left the landfill in good shape. Cr. Dumont asked whether there was any cost to the Town with the removal of the vehicles. Administration advised there was no cost to the town and the contractor received payment for the metal. Administration referred to the Truth and Reconciliation findings noting in the past minutes the call to action by the federal and territorial governments to do this. He noted few municipal governments received calls to action. He stated the town has to look at the broader picture going to the ABC to bring items to Council. Administration requested any questions regarding the statistical reports be brought to the next meeting or ask the Director.



Administration requested a Special Meeting of Council to approve third reading of the 2017 Mill Rate Bylaw and the 2017 Borrowing Bylaw so that tax notices can be sent out and the Bylaw Officer can be appointed. The meeting will be held next Tuesday, March 28, 2017 at 7pm. Administration would like to approve the Capital Plan before April 1 and have it included for the meeting. Administration noted 48 hours notice was required for the meeting. The Mayor asked that NWT Association of Communities resolution be added to the meeting. The Mayor reminded Cr. Holtorf and Cr. McArthur of the Aurora College Awards Committee meeting on Friday, March 25, 2017 at 11 am and to coordinate with Mr. Bourke at the College.

H. **ABSENCE OF COUNCIL MEMBERS**

17-078 Moved By: Cr. Kikoak  
Seconded By: Cr. Dumont

That Cr. Bell be excused from the Corporate Services Standing Committee Meeting on March 7, 2016.

IN FAVOUR – CR. TUCKEY, CR. HOLTORF, CR. MCARTHUR, D/M SMITH, CR. PATEL, CR. DUMONT, CR. KIKOAK  
ABSTAINED – CR. BELL  
CARRIED

17-079 Moved By: Cr. Dumont  
Seconded By: Cr. Tuckey

That Cr. Patel be excused from the Regular Meeting of Council on March 21, 2017,

CARRIED UNANIMOUSLY

I. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – April 4, 2017  
Community and Municipal Services Standing Committee Meetings – April 11, 2017  
Council Meeting 03-17 – April 18, 2017  
Special Council Meeting – March 28, 2017

J. **ADJOURNMENT**

17-080 Moved By: Cr. McArthur  
Seconded By: Cr. Bell

That the meeting be adjourned at 9:30 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 18<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Mayor Lynn Napier-Buckley

\_\_\_\_\_  
Certified Correct by the  
Senior Administrative Officer Keith Morrison

K. **QUESTION PERIOD**

A question period was offered in accordance with policy.



**COUNCIL OF THE TOWN OF FORT SMITH  
SPECIAL MEETING SP-02-17  
THE SECOND SPECIAL MEETING OF COUNCIL FOR  
THE YEAR 2017**

PRESENT: Mayor L. Napier-Buckley      D/M K. Smith  
            Cr. A. Kikoak                      Cr. R. Holtorf  
            Cr. A. Dumont                     Cr. B. McArthur  
            Cr. B. Tuckey                     Cr. E. Bell

REGRETS: Cr. R. Patel

STAFF: Keith Morrison, Senior Administrative Officer

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Special Meeting SP-02-17 7:00 PM  
March 28, 2017 Council Chambers

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The purpose of the Special Meeting is to have Third Reading of Bylaws 974 and 975, Third Reading of Bylaws 976 and 977, review Government of the Northwest Territories Annual Contribution Agreements, and discuss the NWT Association of Communities AGM.

A. **CALL TO ORDER & CONFIRMATION OF QUORUM**

Mayor Napier-Buckley called the meeting to order at 7:00 pm and confirmed quorum of Council was present.

B. **APPROVAL OF AGENDA**

17-081 Moved by: Cr. McArthur  
            Seconded by: Cr. Dumont

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

C. **DISCUSSION**

Bylaw 974 Appoint Fire Chief Karl Cox Third Reading

17-082 Moved by: D/M Smith  
            Seconded by: Cr. Dumont

That Bylaw 974 Appoint Fire Chief Karl Cox be given Third Reading by title only.

CARRIED UNANIMOUSLY

Bylaw 975 Appoint Bylaw Officer Karl Cox Third Reading

17-083 Moved by: Cr. Dumont  
            Seconded by: Cr. Bell

That Bylaw 975 Appoint Bylaw Officer Karl Cox be given Third Reading by title only.

CARRIED UNANIMOUSLY

Cr. Kikoak entered the meeting at 7:04 pm.

Bylaw 976 2017 Mill Rate Third Reading

17-084 Moved by: Cr. McArthur  
Seconded by: Cr. Tuckey

That Bylaw 976 2017 Mill Rate be given Third Reading by title only.

CARRIED UNANIMOUSLY

Bylaw 977 2017 Annual Borrowing Bylaw Third Reading

17-085 Moved by: Cr. Bell  
Seconded by: Cr. Dumont

That Bylaw 977 2017 Annual Borrowing be given Third Reading by title only.

CARRIED UNANIMOUSLY

O&M Funding Contribution Agreement – D/ M Smith noted that last year’s funding was increased by \$60,000 and asked if the funding is being increased by an additional \$59,000 for the current year. Administration confirmed this and advised that the money is additional and unbudgeted for.

17-086 Moved by: Cr. McArthur  
Seconded by: Cr. Tuckey

That the Operations and Maintenance Funding Contribution Agreement with MACA for the fiscal year 2017-2018 in the amount of \$1,979,000 be approved.

CARRIED UNANIMOUSLY

Water and Sewer Subsidy Funding Contribution Agreement – Cr. Tuckey was pleased that the current year’s Water and Sewer Subsidy funding has been increased by \$28,000. Administration noted that this funding is also additional revenue and unbudgeted for.

17-087 Moved by: Cr. Tuckey  
Seconded by: D/M Smith

That the Water and Sewer Subsidy Funding Contribution Agreement with MACA for fiscal year 2017-2018 in the amount of \$522,000 be approved.

CARRIED UNANIMOUSLY

NWT Association of Communities AGM – Mayor Napier-Buckley had requested that Councillors prepare resolutions for the AGM as the deadline for submission is April 1<sup>st</sup>.

Cr. Kikoak declared the following resolution:

*Be it resolved that the NWTAC reduce the number of rooms required to host the NWTAC AGM to forty-five or fifty rooms to provide Fort Smith the opportunity to host the meetings.*

Mayor Napier-Buckley advised that the number of rooms is determined by the number of delegates attending the AGM. Cr. Kikoak asked if there is a recorded number of delegates from the past few years. Mayor Napier-Buckley advised that motion 2016-01 determines the NWTAC AGM has increased in delegates over the years and that there are only three communities in the north with adequate accommodations to host the AGM; Yellowknife, Inuvik and Hay River. The motion also states that until another community has adequate accommodations available the AGM be held through a rotation of the three communities. Mayor Napier-Buckley suggested that previous resolution be modified to include Fort Smith in the rotation. Cr. Kikoak felt that as Fort Smith is hosting the AWGs, that the NWTAC AGM could be accommodated.

Cr. Tuckey noted that the deadline for resolutions has been extended to April 7<sup>th</sup>.

Cr. Holtorf noted that the GNWT had hired a Convention Coordinator who was to come to Fort Smith and other communities in the NWT to determine resources and capacity. He asked if this information had been accumulated. D/M Smith confirmed this and believes it predated the opening of the Wood Buffalo Inn. He advised that the NWTAC has always deemed Fort Smith as not having enough accommodations as they require approximately 100 rooms. He noted that college housing is generally available in May and could possibly be used. He also noted that the NWTAC has hosted the AGM in Fort Simpson and Tuktoyaktuk in the past. He felt that part of the issue may be the cost for delegates to travel to Fort Smith. D/M Smith advised that the NWTAC Board of Directors is heavily populated by smaller communities from the Beaufort Delta and Sahtu Regions. Mayor Napier-Buckley felt that travel costs to Fort Smith would be similar to travel costs to Hay River. Administration advised that one of the expectations of the EDO is to determine the Town's capacity and room count to leverage convention opportunities. He noted that the NWTAC is one of many conventions that the Town could potentially participate in. Mayor Napier-Buckley advised that she was the only delegate that voted in opposition of the resolution made in 2016 to only host the AGM in the three larger communities and as a result, noted that the other communities would need to be lobbied to vote in favour of the resolution.

D/M Smith noted that a lot of current and standing resolutions are specific to community or regional needs and suggested a resolution on decentralization in support of GNWT positions. He presented a draft resolution to put forth on decentralization. Mayor Napier-Buckley advised that there are no motions with respect to decentralization under the 2016 standing resolutions.

*As long as the GNWT has a policy to support decentralization of government services and positions; and*

*Whereas NWT communities rely on economic decentralization to support their local economies;*

*Therefore, be it resolved that the GNWT put greater emphasis on ensuring that GNWT positions are equitably distributed throughout NWT communities.*

Cr. Dumont is in favour of the resolution to support decentralization.

Mayor Napier-Buckley asked if any other Councillors had resolutions to put forward. She advised that she has a few.

Mayor Napier-Buckley advised that in 2015, the Village of Fort Simpson had put forward a resolution with respect to riverbank and shoreline erosion. She presented the resolution to Council and advised that when it was to be reaffirmed in 2016, MACA had advised that they were working to make improvements sought out in the resolution. Mayor Napier-Buckley asked what work was being done in the Fort Smith area and was advised that the resolution did not apply to Fort Smith as the resolution applied to communities that are at water level. She will modify the resolution to include Fort Smith as the landslide area puts the lagoon and water intake at risk. Administration advised that MACA had previously authored a document that identified the various risks that threatened various communities, and doesn't think that they had identified landslide or erosion as a risk to Fort Smith, although flooding was identified. D/M Smith noted disapproval with NWTAC as MACA makes their own interpretations of the resolutions put forward. He felt that the resolution would be specific to all communities located near riverbanks facing soil erosion. Mayor Napier-Buckley will make it clear through the modified resolution of the significant riverbank issues Fort Smith has.



Mayor Napier-Buckley suggested a resolution with respect to Aurora College funding be presented. She noted that the Skills4Success Report identifies job shortages over the next twenty to thirty years and that adequate funding is required to run programs that support the Skills4Success identified needs. It was also noted that the college will be performing a fundamental review of the programs at the college. Cr. Tuckey advised that she had received a briefing note from the NWTAC which stated that there would be \$90 million available over the next two-years from the federal government to be spent on post-secondary indigenous studies. She felt that it looked bad on the GNWT removing funding from the Aurora College, while the federal government is supporting indigenous studies. She would like to further discuss this during the NWTAC AGM. Cr. Tuckey will draft the resolution. Mayor Napier-Buckley noted that the Minister had advised that the outcome of the fundamental review may not affect program funding. D/M Smith noted the disconnect between ECE and the college and asked what is the point in having a labour analysis if the data will not be used.

Mayor Napier-Buckley proposed a resolution to change the fiscal year for tax based communities. She noted the difficult position the Town is placed in while legislated to end the fiscal year on December 31<sup>st</sup> as GNWT funding isn't released until March 31<sup>st</sup>. Additionally, she noted that newly elected Councils are faced with approving budget with little background knowledge on the budgeting process. Cr. Tuckey and Cr. McArthur support the resolution. Mayor Napier-Buckley will prepare the wording. D/M Smith noted that there was a resolution brought forward previously although it wasn't acted on. He still recommends bringing the resolution forward to open discussion. Administration advised that MACA is aware of the issue and noted that it will be looked at through the review of the CTV Act. He felt that reaffirming the resolution would bring the issue priority in the review of the Act.

Mayor Napier-Buckley proposed a resolution for the GNWT to Fire Smart untenured Commissioner's Land within municipal boundaries. Cr. Tuckey noted that the Minister of ENR had identified Fort Smith and Fort Resolution as the most at risk communities for forest fires in the NWT. Cr. Tuckey suggested lobbying Fort Resolution as they are at risk also. Mayor Napier-Buckley noted that a letter with respect to the issue was sent to MACA, Lands and ENR, although she felt that more attention could be given to the matter if addressed and lobbied at the NWTAC.

Mayor Napier-Buckley advised that the CRTC had ruled in December to provide broadband internet to rural locations. She proposed a resolution be made that the GNWT expedite the implementation of the CRTC ruling throughout the territories for broadband internet due to high internet costs and low internet quality. Mayor Napier-Buckley advised that she would like the ruling implemented whether through competition or by NWTel's implementation. Administration isn't sure if the GNWT has authority over this as the Federal Government is the regulator. Mayor Napier-Buckley noted that there was a reaffirmed resolution in 2015 in regards to CRTC telecoms. Cr. Tuckey suggested that the existing resolution be modified to add the rulings of the CRTC. D/M Smith noted that the NWTAC can bring the resolution forth to the Federation of Canadian Municipalities for action.

Mayor Napier-Buckley asked if any Councillors had resolutions to bring forth. Cr. Holtorf would like a resolution brought forward for communities to recognize the importance of the TRC findings and calls for action. Mayor Napier-Buckley noted that the majority of the calls for action are addressed to the federal and territorial governments and suggested that territorial government be addressed in the resolution. Cr. Tuckey noted calls for action that could be referenced in referring to Aurora College funding.

Administration requested a motion be made approving the resolutions or that they be approved at an additional special meeting once the resolutions have been drafted for approval. Cr. Tuckey noted that the guidelines for submission do not require a motion of Council. Cr. Holtorf feels that approval by motion would be required. Administration noted issues in the past from other communities acting independently without the will of Council. Mayor Napier-Buckley requested a special meeting be held after Corporate Services on April 4<sup>th</sup> to approve the resolutions by title.

Mayor Napier-Buckley reviewed the resolutions before Council. She advised that there is a resolution for TRC Recommendations; CRTC Ruling; Fire Smart of Commissioner's Land within municipal boundaries; shoreline erosion to include Fort Smith; NWTAC AGM locations to include Fort Smith; funding for Aurora College; fiscal year for tax based communities; and decentralization of government positions.

D. **ABSENCE OF COUNCIL MEMBERS**

17-089 Moved by: Cr. Kikoak  
Seconded by: Cr. Dumont

That Cr. Patel be excused from the Special Meeting of Council on March 28, 2017.

CARRIED UNANIMOUSLY

E. **ADJOURNMENT**

17-090 Moved by: Cr. Kikoak  
Seconded by: Cr. Bell

That this meeting be adjourned at 8:15 pm.

CARRIED UNANIMOUSLY

Minutes adopted this 18<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Mayor Lynn Napier-Buckley

\_\_\_\_\_  
Certified Correct by Keith Morrison  
Senior Administrative Officer

F. **QUESTION PERIOD**



**COUNCIL OF THE TOWN OF FORT SMITH  
SPECIAL MEETING SP-03-17  
THE THIRD SPECIAL MEETING OF COUNCIL FOR  
THE YEAR 2017**

PRESENT: Mayor L. Napier-Buckley      D/M K. Smith  
            Cr. E. Bell                              Cr. R. Holtorf  
            Cr. A. Dumont                        Cr. B. McArthur  
            Cr. R. Patel                            Cr. B. Tuckey

REGRETS: Cr. A. Kikoak

STAFF: Keith Morrison, Senior Administrative Officer  
          Katie Reid, Executive Secretary

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Special Meeting SP-03-17 8:30 PM  
April 4, 2017 Council Chambers

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The purpose of the Special Meeting is to discuss NWT Association of Communities AGM Resolutions, and to review Development Permits DPA-007-17 and DPA-009-17.

**A. CALL TO ORDER & CONFIRMATION OF QUORUM**

Mayor Napier-Buckley called the meeting to order at 8:33 pm and confirmed quorum of Council was present.

**B. APPROVAL OF AGENDA**

17-090 Moved by: Cr. McArthur  
                  Seconded by: Cr. Bell

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

**C. DISCUSSION**

i. NWT Association of Communities AGM Resolutions

Shoreline Erosion – Mayor Napier-Buckley presented the resolution on shoreline erosion. Cr. Patel was pleased with the resolution. Mayor Napier-Buckley advised that the resolution was modified from a resolution put forward in 2015 to include Fort Smith and specific issues pertaining to Fort Smith. In 2016, a MACA representative had advised that the resolution from 2015 with respect to shoreline erosion did not apply to Fort Smith. It was noted that most of the riverbank is Commissioner’s land. Also, the lagoon lines and water intake are both in the landslide zone off the riverbank. Mayor Napier-Buckley noted that the area is actively sliding.

*Whereas some communities in the NWT, including Fort Smith, are facing riverbank and soil erosion issues;*

*Whereas communities are facing huge costs associated with addressing these issues posing significant risks to essential infrastructure, caused by erosion in various forms;*

*Whereas Fort Smith has faced significant costs, including loss of life, due to riverbank issues and that there continues to be ongoing riverbank issues that affect Town of Fort Smith infrastructure, including sewage lagoon lines;*

*Whereas the water intake for Fort Smith is directly downstream from active slide zones;*

*Therefore be it resolved that the GNWT make it their priority to find funding, in particular, with other stakeholders to remediate or mitigate these concerns in all communities facing riverbank and soil erosion issues;*

*Be it further resolved that Fort Smith and any other community which faces issues beyond that of flooding, also be included in the list of affected communities.*

Aurora College Funding – Mayor Napier-Buckley presented the resolution. Cr. Tuckey advised that the government has targeted \$90 million for post-secondary aboriginal student funding in the NWT. Mayor Napier-Buckley added the information to the resolution.

*Whereas the purpose of the Aurora College is to deliver adult and post-secondary education, including the delivery of university level programs and the granting of prescribed university degrees and applied bachelor degrees;*

*Whereas Aurora College continues to evolve as the needs of the NWT labour market change;*

*Whereas the population of the NWT is over 50% aboriginal and that the Truth and Reconciliation Commission Calls to Action highlighted the need for funding for aboriginal education;*

*Whereas the vision for Skills4Success is that NWT residents have the skills, knowledge and attitudes for employment success and the Skills4Success Actions Plan Skill Goal #1 is that development and post-secondary education programs are aligned with labour market demands;*

*Whereas the NWT Jobs in Demand 15-Year Forecast lists the need for various levels of employment and education backgrounds for the next 15 years;*

*Whereas the 2017 Federal Budget has targeted \$90 million in over two years for post-secondary program support for indigenous students to be shared across the territories.*

*Therefore be it resolved that the GNWT sufficiently fund Aurora College to target education needs based on labour market analysis, with increases to the budget to account for inflation and new technology;*

*Be it further resolved that any proposed significant budget changes to the college be made with the input of the Board of Governors who are representatives of regions throughout the north, and with municipal leaders, and indigenous government stakeholders.*

Fire Smart Commissioner's Land – Mayor Napier-Buckley reviewed the resolution. Cr. Patel would like to strengthen the resolution by adding a timeline. Cr. McArthur agrees that the issue should be revisited yearly. Administration advised that the communities should have a Wildfire Protection Plan and a schedule to revisit properties although the municipalities have limited capacities to perform the abatement work. It was suggested to include Fort MacMurray and Slave Lake in the resolution and to note that the prevention costs are significantly less than the loss of infrastructure.

*Whereas the GNWT hold untenured lands within municipal boundaries throughout the NWT;*

*Whereas all landholders are encouraged to fire smart their properties;*

*Whereas communities throughout the NWT face threat of loss due to the spread of forest fires within municipal boundaries;*

*Whereas the cost of preventative measures, specifically to fire smart properties, is significantly less than the cost of loss of infrastructure within a community, as seen in the communities Fort MacMurray and Slave Lake;*

*Therefore be it resolved that the GNWT fire smart untenured Commissioner's Lands within municipal boundaries for communities throughout the NWT.*

TRC Recommendations – Mayor Napier-Buckley reviewed the resolution. Cr. Holtorf would like to include that the GNWT and municipalities recognize the work done through the Commission's Report and that the GNWT bring forward the responsibilities of the reconciliations. There were no other comments made on the resolution.

*Whereas in 2015, the Truth and Reconciliation Commission of Canada put forth 94 recommendations;*

*Whereas many of the recommendations were to be addressed by various levels of government; including Federal, Territorial, Provincial, and Municipal.*

*Whereas the population of the NWT is over 50% aboriginal and that many are survivors of residential school or related to residential school survivors;*

*Therefore be it resolved that the NWTAC recognize the importance of the recommendations and the work done by the TRC Commission and encourages the Territorial Government to bring forth what it sees as responsibilities from the 94 recommendations.*

*Be it further resolved that the GNWT put forth a timeline to implement the recommendations of the Truth and Reconciliation by the end of 2017.*

*Be it further resolved that the recommendations be implemented or started no later than 2019.*

NWTAC AGM Location – Mayor Napier-Buckley reviewed the resolution. It was noted that only three communities have adequate accommodations to hold the AGM. Mayor Napier-Buckley noted that she was the only delegate in opposition of the resolution in 2016. She noted that the resolution has been modified to include Fort Smith. Cr. Patel asked if Fort Smith has enough accommodations. Mayor Napier-Buckley advised that the argument is that Fort Smith has the capacity to hold the AWGs. Additionally, the EDO will be developing a document that states capacity.

*Whereas the Annual General Meeting of the NWT Association of Communities has been growing over the years;*

*Whereas there are only four communities in the NWT that have adequate accommodations to host the AGM – Inuvik, Yellowknife, Fort Smith, and Hay River;*

*Therefore be it resolved that until such time as other communities have enough accommodations to host the AGM, the AGM be held through a rotation of Fort Smith, Inuvik, Hay River and Yellowknife.*

CRTC Ruling – Mayor Napier-Buckley reviewed the resolution. Mayor Napier-Buckley would like the NWTAC lobby the FCM to push to have broadband services and funding as a priority for the NWT.

*Whereas the CRTC decision on basic telecommunications services will result in improved services throughout the territory; and*

*Whereas residents of the Northwest Territories have significant restrictions on internet usage and speeds;*

*Therefore be it resolved that the NWTAC lobby the FCM to advance the decision of the CRTC and the timeline for implementation in the territories.*

Decentralization of Jobs and Services – D/M Smith reviewed the resolution.

*Whereas as long as the GNWT has a policy to support decentralization of government services and positions; and*

*Whereas NWT communities rely on economic decentralization to support their local economies;*

*Therefore be it resolved that the GNWT put greater emphasis on ensuring that GNWT positions are equitably distributed throughout NWT communities.*

Fiscal Year Change – Mayor Napier-Buckley reviewed the resolution. Mayor Napier-Buckley advised that the resolution had previously been put forward and reaffirmed. She noted the challenges in being a taxed based community with a fiscal year ending December 31<sup>st</sup> while the GNWT's fiscal year ends March 31<sup>st</sup>. She noted that the Town is required to have the budget approved by the end of December and does not receive GNWT funding until April. Additionally, newly elected Councillors are required to approved a budget with little knowledge on the budgeting process. D/M Smith felt that it is essential to represent the resolution with a timeline. Administration advised that the GNWT must revise the CTV Act and felt that they may not be able to meet a timeline and therefore overlook the resolution. He suggested not adding a timeline, and thus the resolution may have priority while reviewing the CTV Act. D/M Smith would like the resolution identified as a priority for the 18<sup>th</sup> Legislative Assembly.

*Whereas the NWT Cities Towns and Villages Act requires the fiscal year to be the calendar year; and*

*Whereas the NWT Charter Communities Act and the Hamlets Act require a fiscal year ending March 31, except in the case of a Municipal Taxing Authority; and*

*Whereas all Communities rely on funding from other orders of government whose fiscal year ends on March 31; and*

*Whereas it may be in the better interest of each community in the NWT to select a fiscal year end which meets its need;*

*Therefore be it resolved that the NWTAC urges the GNWT to enact legislative changes that would give all municipalities the option of choosing a fiscal year that matches the calendar year or a fiscal year that ends on March 31; and*

*Be it further resolved that this legislative change be identified as a priority for the 18<sup>th</sup> Legislative Assembly.*

D/M Smith asked if a motion is required to adopt the resolutions. Administration confirmed this. Cr. Holtorf would like the Fire Smart and Riverbank Erosion resolutions discussed with the MLA.

Mayor Napier-Buckley handed the Chair to D/M Smith.

17-091 Moved by: Mayor Napier-Buckley  
Seconded by: Cr. Dumont

That the Town of Fort Smith put forward the resolutions listed in detail to the NWTAC for the Annual General Meeting:

Shoreline Erosion  
Aurora College Funding  
Fire Smart Commissioner's Land  
TRC Recommendations  
NWTAC AGM Locations  
CRTC Ruling  
Municipal Fiscal Year  
Decentralization of Jobs and Services

CARRIED UNANIMOUSLY

Mayor Napier-Buckley took back the Chair.

ii. DPA-007-17 Andria Sawatzky

17-092 Moved by: Cr. Tuckey  
Seconded by: Cr. Bell

That DPA-007-17, submitted by Andria Sawatzky, to operate a home occupation massage therapy business from Lot 280, Plan 207, 3 McDougal Road in Fort Smith be approved.

CARRIED UNANIMOUSLY

D/M Smith declared a conflict and left the meeting.

DPA-009-17 Kevin Smith

17-093 Moved by: Cr. McArthur  
Seconded by: Cr. Dumont

That DPA-009-17, submitted by Kevin Smith, to operate a home occupation general consulting business from Lot 1593, Plan 2641, 5 SS Sparrow Drive in Fort Smith be approved.

CARRIED UNANIMOUSLY

D/M Smith returned to the meeting.

D. **ABSENCE OF COUNCIL MEMBERS**

17-094 Moved by: Cr. Tuckey  
Seconded by: Cr. Bell

That Cr. Kikoak be excused from the Special Meeting of Council on April 4, 2017.

CARRIED UNANIMOUSLY

E. **ADJOURNMENT**

17-095 Moved by: D/M Smith  
Seconded by: Cr. Bell

That this meeting be adjourned at 9:38 pm.

CARRIED UNANIMOUSLY

Minutes adopted this 18<sup>th</sup> day of April, 2017.

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Mayor Lynn Napier-Buckley

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Certified Correct by Keith Morrison  
Senior Administrative Officer

F. **QUESTION PERIOD**





Town of Fort Smith  
Corporate Services Committee  
Tuesday, April 4, 2017, at 7:00 pm

Chairperson: D/M Smith  
Members: Mayor Napier-Buckley, Cr. Bell, Cr. McArthur, Cr. Holtorf  
(Conference Call), Cr. Dumont, Cr. Patel, Cr. Tuckey  
Regrets: Cr. Kikoak  
Staff Present: Keith Morrison, SAO; Jim Hood, Director of Corporate Services;  
Katie Reid, Executive Secretary  
Guests: Heather Gill

1. Call to Order

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

2. Delegation

- a. Avery, Cooper & Co. Ltd. – Heather Gill, Auditor with Avery, Cooper & Co. Ltd, reviewed the 2016 Financial Statements. Ms. Gill advised that the financial statements are in draft form and if any changes are needed prior to approval they will be highlighted. She noted that Page 2 is the Statement of Operations and that there is a deficit of \$315,000 although the Town is still in good shape with an accumulated surplus of \$37 million. She noted that the Recreation Actuals are higher than the budgeted amount by a couple hundred thousand. Ms. Gill went through the expenses and services in detail. She reviewed Page 23, a breakdown of the General Government Services throughout the year. She noted that under the budget there is \$110,000 for insurance although the actual is \$6,000 due to the reallocation of insurance throughout the departments. She noted that bad debts are \$207,000, whereas it is budgeted at \$15,000 and that the majority is property taxes. She noted that the AWGs has \$50,000 budgeted and that there were no expenses from that figure. Page 24, Public Safety and Protective Services, revenues were added to the page to show funding received. Page 25, Public Works and Transportation Services shows over one million in revenue due to the street lighting and paving; revenue from gas tax funding was also accumulated in the total. Page 26, Recreation and Culture, nothing to note besides that insurance was \$77,000 and that there wasn't a budget for this. She also noted that amortization has increased as the arena is now being amortized. Page 27, Water and Sewer Services, \$400,000 was budgeted in GNWT Transfers and only \$25,000 was used. She noted that \$31,000 was budgeted for contract services and the actuals are \$105,000. She noted a deficit in Water and Sewer of \$297,000, although amortization was \$516,000 and noted that some money was put into reserves. Page 28, Environmental Operating Fund, is in line; she noted that some water licenses and waste reduction is included. She advised that close to \$80,000 from the Environmental Operating Fund was moved to reserves. Cr. Patel asked if the money going into reserves is for the provision of the landfill closure. Ms. Gill advised that the money is going into a separate account for liability for closure and that the reserves aren't displayed here. Page 36, Expenses by Object, is combined amounts from all departments showing what the Town has spent that is not capital. From the Expenses by Object page, she noted that amortization is up by approximately \$100,000 due to the arena; and the expense portion of the paving project is covered under Materials and Supplies. She advised that the Town spent approximately \$10.5 million in 2016. Ms. Gill made a few additional notes. On Page 12, Note 6 shows deposits; deferred revenue and reserves. She noted that there needs to be enough money in the bank to cover both. Additionally, she reviewed what is required to be on deposit versus what is on deposit and

noted that \$1.3 million is for daily operations, leaving a remaining total overage of \$398,000. She noted that the money in the overage/shortfall column needs to be allocated to address the shortfalls in the column. On Page 13, Note 8 Deferred Revenue, Ms. Gill advised that the Gas Tax funds have been used; there is \$1.9 million left in CPI funds; and that there are some funds left in Children and Youth Resiliency, FireSmart Project, Snowboard Park, and Riverside Park. Note 9, Long-Term Debt, Ms. Gill reviewed a breakdown of the long-term debt payments for the next five years and thereafter, due 2025. Ms. Gill reviewed the Tangible Capital Assets on Page 22 noting the costs and amortization of each item. Ms. Gill advised that Avery, Cooper and Co. Ltd. would be providing a management letter stating what they have noticed in the audit and what can be improved. She reviewed the letter. Property taxes are high although she is aware that the Town is in the process of collections on the accounts. She noted that a reconciliation spread sheet needs to be created for each employee's annual leave and payable to show what is owing to them. Deferred revenue has been outstanding since 2015 and needs to be addressed on a more regular basis. There is a deficit in the Environmental Fund that hasn't been eliminated from the previous year and noted that this has been addressed in the Financial Management Bylaw. For property tax, she noted that school tax payable needs to be reconciled so that the owners aren't paid school tax until they pay their property tax. For water and sewer, she noted that the types of customers outlined in the bylaw are not consistent with actual type of customers the Town has. Another issue, is that the Town does not have a Capital Asset policy in place to state how much is amortized for certain objects and to set the threshold for Capital Assets. Ms. Gill noted that the Water and Sewer Interruption Bylaw isn't very clear as customers can apply to be exempt although there is no prescribed process to do so. Additionally, she noted that not all water and sewer services provided are included in the Consolidate Rates and Fees Bylaw. Another issue is that there is no finalized agreement with the Town of Hay River with respect to the AWGs. She felt that the Town is in really good shape and noted that a lot of the issues from last year have been resolved and that the Town is improving. She noted that the audit was a faster process this year due to an excellent job done. D/M Smith noticed that revenues on Page 26 are up substantially for recreation and asked if that is additional revenue that was unbudgeted. Ms. Gill believes that it is additional revenue. D/M Smith noticed that expenses are higher also and asked for an update for Administration. Administration advised that the Recreation Staff have solicited third party funding with the requirements to hire additional staff to run programs and require additional materials and supplies to support the programs. Administration noted that materials and supplies are generally underspent in the document as supervisors with spending authorities are spending diligently. Administration advised that the final document of the Financial Statements will be presented to Council for approval as noted with details of any changes within the document. He encouraged Council to engage him with any questions prior to Council. Council thanked Ms. Gill for her presentation.

3. Declarations of Financial Interest

Cr. McArthur and Cr. Dumont declared a financial interest with respect to the Accounts Paid Part II.

4. Review

- a. Agenda –The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Bell**

**That the agenda be adopted as amended to include appointment of an Acting SAO, CPI Contribution Agreement, and Council Honourarium discussion.**

**CARRIED UNANIMOUSLY**

- b. Minutes – The minutes of March 7, 2017, were reviewed and have been adopted at the Council meeting of March 21, 2017. Cr. McArthur requested an update on the AWG contract. Administration has received a draft contract from the Town of Hay River and is in the process of finding a lawyer for review. After legal review, the contract will be brought to Council. He noted that the contract is a triparty agreement between the Towns of Hay River and Fort Smith and the Host Society. Hay River Council has reviewed the agreement and has no changes.
- c. Vision, Values and Goals – The Vision, Values and Goals were reviewed.
- d. Strategic Plan – The Strategic Plan was reviewed. Cr. Bell asked if Council will be required to plan and organize for the Trade Show. Administration would like to finish the strategic plan survey however has yet to get the document online. He is in the process of retaining sketches from the consultant for the event. Additionally, the draft Economic Development Plan could be presented at the Trade Show. He suggested corresponding with the advisory boards to determine if they would like to share a booth or have one of their own. Administration would like Council to take lead with the Trade Show. Mayor Napier-Buckley noted that the EDO had attended the Trade Show in 2016 and asked if any staff would be present this year. Administration will check with the EDO. Mayor Napier-Buckley would like to have a staff member present to talk about Town facilities. Cr. Dumont and Cr. McArthur will be out of town during the Trade Show.

5. Finance

- a. Accounts Paid List Part I– The Accounts Paid List was reviewed.  
**RECOMMENDATION**  
**Moved by: Cr. McArthur**  
**Seconded by: Cr. Dumont**  
**That the Accounts Paid Part I for the period ending March 31, 2017, totaling \$436,333.32 be approved.**  
**CARRIED UNANIMOUSLY**
- b. Accounts Paid List Part II – The Accounts Paid List Part II was reviewed.  
**RECOMMENDATION**  
**Moved by: Cr. Tuckey**  
**Seconded by: Mayor Napier-Buckley**  
**That that Accounts Paid Part II for the period ending March 31, 2017, totaling \$1,752.49 be approved.**  
**IN FAVOUR – CR. HOLTORF, CR. TUCKEY, CR. BELL, D/M SMITH, CR. PATEL**  
**ABSTAINED – CR. DUMONT, CR. MCARTHUR**  
**CARRIED**
- c. Community Public Infrastructure (CPI) Funding Contribution Agreement – The briefing note and contribution agreement were reviewed. Administration advised that the funding will be distributed in a lump sum, whereas in 2016 it was distributed in portions. The funding amount is the same as in 2016.  
**RECOMMENDATION**  
**Moved by: Mayor Napier-Buckley**  
**Seconded by: Cr. Dumont**  
**That Council approves the CPI Funding Contribution Agreement with MACA for the fiscal year 2017-2018 in the amount of \$1,114,000.**  
**CARRIED UNANIMOUSLY**

6. Economic Development

- a. Tourism and Trade Advisory Board
  - i. TTAB Minutes March 16, 2017 – The TTAB minutes were reviewed. Administration advised that the board is enthusiastic about reviewing the Economic Development Strategy. They have formed subcommittees to tackle the three areas of focus.

7. Administration

- a. Appointment of Acting SAO

**RECOMMENDATION**

**Moved by: Mayor Napier-Buckley**

**Seconded by: Cr. Dumont**

**That Chris Bird, Director of Community Services, be appointed Acting Senior Administrative Officer for the period of May 1<sup>st</sup> to 12<sup>th</sup>, 2017.**

**CARRIED UNANIMOUSLY**

8. Other Business

- a. Correspondence – The March, 2017 correspondence was reviewed. Administration received an Agriculture Strategy from the ITI and is looking to leverage the document. Additionally, he will be meeting with the Department of Lands and ENR to discuss firewood harvesting within municipal boundaries. Cr. Dumont requested an update on the letter sent from the Minister of ECE about the B. Ed Program. Mayor Napier-Buckley advised that the GNWT would be performing a foundational review of the college. Additionally, she advised that Councillors would work with a consultant to verify the financial impact of the programming cuts at the college. Cr. Patel would like a response written that states that the Mayor and Council will continue to lobby. Mayor Napier-Buckley will forward the letter to Council.

- b. Licensing Report – The March, 2017 licensing report was reviewed.

- c. Home Occupation DPA-007-17 Andria Sawatzky – The briefing note was reviewed. Cr. Patel asked if Ms. Sawatzky is a licensed RMT or regular message therapist. The Director is unsure but noted that they are required to show documentation if presenting themselves with specific certification. Administration advised that the Business Licensing Bylaw was reviewed and the Committee decided that certification is not for the Town's determination and that he would not be able to confirm this information in the future.

**RECOMMENDATION**

**Moved by: Mayor Napier-Buckley**

**Seconded by: Cr. Bell**

**That DPA-007-17, submitted by Andria Sawatzky, to operate a home occupation massage therapy business from Lot 280, Plan 207, 3 McDougal Road in Fort Smith be approved.**

**CARRIED UNANIMOUSLY**

D/M Smith declared a conflict, handed the Chair to Mayor Napier-Buckley and left the meeting.

- d. Home Occupation DPA-009-17 Kevin Smith – The briefing note was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Dumont**

**Seconded by: Cr. Tuckey**

**That DPA-009-17, submitted by Kevin Smith, to operate a home occupation general consulting business from Lot 1593, Plan 2641, 5 SS Sparrow Drive in Fort Smith be approved.**

**CARRIED UNANIMOUSLY**

D/M Smith returned to the meeting and took back the Chair.

- e. Council Honourarium – Mayor Napier-Buckley would like Councillors to receive a \$100 per day honourarium when travelling or out of town on Council business. She noted that other communities provide compensation when taken away from their regular income. She noted that a Council member when sitting on the Board of Revision receives an honourarium of \$100 per day. She requested that Councillors receive the same honourarium until the Council Honourarium Bylaw is updated. Cr. Tuckey asked if she is in conflict as she is travelling on Council business in May. D/M Smith noted that all Councillors are effected equally and doesn't see this as a direct conflict. Administration felt that it may be seen to be in conflict due to her planned travel arrangements. Cr. Tuckey asked how this would affect the 2017 Budget. Administration advised that the request is unbudgeted and noted that Special Meetings are also unbudgeted. Cr. Patel felt the request was modest and is in support. She noted that the GNWT provides civic leave to prevent double dipping and that attendance to the NWTAC AGM is acknowledged in the Collective Agreement. Cr. Holtorf would like the Council Honourarium Bylaw addressed before the end of Council's term. Administration advised that a number of issues need to be reviewed in the bylaw. He requested that decisions of this nature be informed and go through Administration for research prior to Council. Administration is unsure how the change would reflect the budget and how other communities administer pay.

**RECOMMENDATION**

**Moved by: Mayor Napier-Buckley**

**Seconded by: Cr. McArthur**

**That Councillors travelling for meetings on behalf of Council receive an honouraria of \$100 per day.**

**IN FAVOUR – CR. HOLTORF, CR. MCARTHUR, CR. BELL, MAYOR NAPIER-BUCKLEY, CR. PATEL, CR. DUMONT**

**ABSTAINED – CR. TUCKEY**

**CARRIED**

9. Excusing of Councillors

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Mayor Napier-Buckley**

**That Cr. Kikoak be excused from the Corporate Services Standing Committee meeting of April 4, 2017.**

**CARRIED UNANIMOUSLY**

10. Date of Next Meeting

The next meeting of the Corporate Services Standing Committee will be May 2, 2017.

11. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Bell**

**That the meeting be adjourned at 8:31 pm.**

**CARRIED UNANIMOUSLY**



TOWN OF FORT SMITH  
ACCOUNTS PAID LIST PART 1  
FOR THE PERIOD ENDING March 31, 2017

CHQ #	SUPPLIER	DESCRIPTION	AMOUNT	DEPT.
	Cheques 32542 - 32562	Cancelled - numbers printed incorrectly		
32563	Cimco Refrigeration	Iceplant computer repair	\$ 66.51	FM
32564	Cascade Graphics	Wood Buffalo Frolics posters	\$ 225.75	RCC
32565	Town of Fort Smith	January Water Bills	\$ 786.25	Multiple
32566	Receiver General	TAX/CPP/EI \$ 31,970.51	\$ 41,205.58	
32567	Northern News Service	Subscription Renewal	\$ 70.00	AD
32568	Thyssenkrupp Elevator	Elevator Maintenance	\$ 1,181.25	RCC
32569	PWK High School	Year book advertisement	\$ 150.00	AD
32570	Esri Canada	ArcGIS Maintenance	\$ 3,066.00	AD
32571	Premier Industrial LTD	Riello Burner-final payment	\$ 10,605.00	WTP
32572	Taxation Division Dept of Finance	Feb School tax remittance discount	\$ 566.61	
32573	TDC Contracting LTD	Heating Oil	\$ 5,624.40	Multiple
32574	506830 NWT LTD o/a Chase's Pit Stop	Gas	\$ 243.22	Bylaw
32575	Jeff Schwartzberger	Travel Claim-snowboard instructor course	\$ 692.76	RCC
32576	Arctic Alarm/Diamondtel	Alarm Monitoring	\$ 59.80	RCC
32577	Hay Group Limited	Job Evaluation Fee-Prevention Services	\$ 882.00	AD
32578	Canada Municipal Jobs Inc	Job Advertisement	\$ 147.00	AD
32579	Hay River Heavy Truck Sales LTD	Cylinder Rentals	\$ 201.60	WTP/Ambulance
32580	Cody Utman	Reimbursement-air brakes road test fee	\$ 44.00	WTP
32581	Tundra Transfer LTD	Coffee machine, pots, water coolers	\$ 2,419.75	AD
32582	Chelsea Bradburry	Travel Claim-snowboard instructor course	\$ 692.76	RCC
32583	Shawn Press	Radar/laser operator course fee	\$ 300.00	Bylaw
32584	Bank of Montreal	K Morrison statement	\$ 8,986.57	
		\$62.90 ABC lunch Feb 1, 2017		AD
		\$1485.70 new rcc printer		RCC
		\$31.45 Bylaw review committee lunch (Berro's)		AD
		\$348.00 Survey Monkey Renewal		AD
		\$7058.52 Microsoft software renewal		AD
32585	Sandra P Haaima	Contribution for wood buffalo frolics	\$ 4,774.25	AD
EFT	Caterpillar Financial Services LTD	Monthly bobcat lease	\$ 3,281.79	PW
32586	NFPA	Membership renewal	\$ 175.00	FD
32587	Vector Electric	PMV for water tower	\$ 700.40	WTP
32588	Grimshaw Trucking	Freight for burners for waterplant boilers	\$ 508.83	WTP
32589	Link Hardware	Materials and supplies	\$ 989.81	RCC
32590	Northwestel	Internet-cable	\$ 1,046.44	Multiple
32591	Wally's Drugs	Thank you cards and sympathy cards	\$ 87.39	Public Relations
32592	Freund Building Supplies	Feb 2017 supplies	\$ 1,516.20	Multiple
32593	Northern News Service	Advertisement - Dir. Municipal Services	\$ 820.16	AD
32594	Northern Stores Inc	ASCP supplies	\$ 25.79	RCC
32595	Northwestern Air Lease	Freight bill	\$ 258.58	Multiple
32596	Terry's Carpentry	Ambulance Bay lease	\$ 2,520.00	Ambulance
32597	TDC Contracting LTD	Materials and supplies, heating oil, diesel	\$ 6,737.77	Multiple
32598	SEE ACCOUNTS PAID LIST PART II			
32599	Bobcat of the Peace	Parts	\$ 129.38	PW
32600	Infosat Communications	Satellite phone bill	\$ 77.11	FD
32601	RDV Mechanical	Service garbage truck and unit #21	\$ 1,666.18	PW/WTP
32602	Electrogas Monitors	Gas alert and bump gas	\$ 363.30	WTP
32603	Hay River Heavy Truck Sales LTD	Water pump for water truck	\$ 3,782.13	WTP
32604	Andrew Grenier	Refund on utility accounts	\$ 850.00	AD
32605	GNWT	Boiler registration	\$ 1,530.00	Multiple
32606	Xerox Canada Ltd	Copier usage	\$ 1,765.48	AD
32607	Receiver General	Radio authorization renewal	\$ 1,929.00	Multiple
32608	CANCELLED			
32609	Globalstar Canada Satellite Co.	Satellite phone bill	\$ 209.78	FD/Ambulance
32610	TDC Contracting LTD	Heating oil, repairs for rescue, replace part leaking	\$ 4,991.66	Multiple
32611	506830 NWT LTD o/a Chase's Pit Stop	Gas	\$ 229.62	Bylaw
32612	Anthony Jones	Travel advance	\$ 341.40	Bylaw
32613	Arctech Computers Inc	Offsite backup service	\$ 262.50	AD
32614	Bank of Montreal	D Webb statement	\$ 1,459.02	

	\$44.00 Exam 5th class OE Jamie Kikoak Chabun		FM
	\$206.02 Emco Edmonton West #74		WTP
	\$1209.00 GNWT Registration renewal		Bylaw
32615 Nu Mechanical	Boiler 1 repair	\$ 5,487.26	WTP
32616 Northwestel	Phone/internet bills	\$ 4,580.86	Multiple
32617 NWT Power Corp	Power bills-February	\$ 53,892.94	Multiple
32618 Receiver General	Payroll Deductions (Tax, CPP, UIC)	\$ 40,042.46	
32619 Jamie Kikoak Chabun	Travel Advance	\$ 1,470.85	FM
32620 Bank of Montreal	J Hood Statement	\$ 1,748.87	
	\$55.60 Lunch for council workshop Feb 10th		Legislative
	\$55.60 Lunch		Legislative
	\$1501.79 Cell phone bill		Multiple
	\$62.90 TTAB lunch Feb 16th		Legislative
	\$72.98 Sears: Library steam cleaner		Library
32621 Lou's Small Engines	Olympia propane refills arena	\$ 341.25	Arena
32622 Link Hardware	Materials and supplies	\$ 72.23	RCC
32623 Denise Yuhas	Honorarium for sitting on the 2017 Board of Revisior	\$ 100.00	AD
32624 Town of Fort Smith	Water bills-February	\$ 786.25	Multiple
32625 Northern News Service	Advertisement - Dir. Municipal Services	\$ 820.16	AD
32626 SEE ACCOUNTS PAID LIST PART II			
32627 Raymond Currie	Honorarium for sitting on the 2017 Board of Revisior	\$ 100.00	AD
32628 TDC Contracting LTD	grooming snowboard park, heating oil	\$ 7,089.82	Capital Project
32629 Samuel Ransom	Honorarium for sitting on the 2017 Board of Revisior	\$ 100.00	AD
32630 Fort Smith Ski Club	Annual contribution to the ski club plus an additiona	\$ 7,500.00	AD
32631 John Gray	Honorarium for sitting on the 2017 Board of Revisior	\$ 100.00	AD
32632 Jeff Schwartzberger	Travel expense claim	\$ 540.00	RCC
32633 RDV Mechanical	Repair 550 flatdeck	\$ 1,186.05	PW
32634 Transition Industries	Materials for snowboard park	\$ 27,011.25	Capital Project
32635 Cimco Refrigeration	Changed brine filter at curling rink	\$ 278.90	FM
32636 Grimshaw Trucking	Freight on water meters, skid STC pool products	\$ 1,280.89	WTP
32637 Paul Kaesers Stores Ltd	Materials and supplies	\$ 1,160.84	Multiple
32638 Freund Building Supplies	Materials and supplies	\$ 321.80	RCC
32639 Lifesaving Society	Affiliation fees annual indoor pool, first aid, manuals, standard	\$ 481.99	RCC
32640 Northwestern Air Lease	Freight	\$ 149.33	WTP/RCC
32641 Pitneyworks	Postage Refill	\$ 2,100.00	AD
32642 RDV Mechanical	Service truck	\$ 233.10	WTP
32643 Ernie's Sports Experts	Heavy bag mount, speedbag platform wall mount	\$ 498.75	RCC
32644 Northern Life Museum and Cultural Cen	Annual contribution	\$ 25,000.00	AD
32645 Northwestern Air Lease	Frieght	\$ 82.38	WTP
32646 Accu-flo Meter Service Ltd.	Water meters	\$ 5,863.20	WTP
32647 Yellowknife Book Cellar	Books	\$ 127.47	Library
32648 Commercial Aquatic Supplies	Pool chemicals	\$ 7,628.55	Pool
32649 TDC Contracting LTD	Heating oil and repair RCC truck	\$ 9,819.50	Multiple
32650 Wesclean Northern Sales Ltd.	Freight - parts for water truck	\$ 54.92	WTP
32651 Jones, Anthony	Trail claim expense	\$ 164.06	Bylaw
32652 Rapid Petroleum Products	Gas	\$ 1,235.20	Multiple
32653 Paycheque	Wesly Wanderingspirit	\$ 102.86	PW
32654 VOID			
32655 Investors Group	March contributions	\$ 600.00	
32656 Town of Fort Smith	March payroll deductions	\$ 1,856.25	
32657 Receiver General	Tax/PPP/EI \$ 37,178.82 [R]	\$ 47,095.88	
32658 Public Service Alliance of Canada	March union dues [R]	\$ 6,020.18	
32659 GNWT - Taxation Division	March school tax remittance	\$ 8,558.36	
32660 NEBS Pension Fund	March Premiums \$ 15,647.47 [R]	\$ 31,294.94	
32661 GNWT - Maintenance Enforcement	March garnishment	\$ 1,700.00	AD
32662 NEBs Group Insurance Fund	March Premiums \$ 2079.26[R]	\$ 7,907.07	
32663 TOFS Employees Association	Staff contributions for March	\$ 500.87	
		<u>\$ 436,333.32</u>	



TOWN OF FORT SMITH  
ACCOUNTS PAID LIST PART 2  
FOR THE PERIOD ENDING MARCH 31, 2017

CHQ #	SUPPLIER	DESCRIPTION	AMOUNT	DEPT.
32598	Aurora TPI Travel	Travel & accommodation for Tony Jones	\$ 1,652.49	Bylaw
32626	Alie P Dumont	Honorarium for sitting on the 2017 Board of Revis	\$ 100.00	AD
		TOTAL	<u>\$ 1,752.49</u>	





Town of Fort Smith  
Community Services Committee  
Tuesday, April 11, 2017, at 7:00 pm

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

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: Cr. Patel**

**Seconded by: Cr. Dumont**

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

**CARRIED UNANIMOUSLY**

b. Minutes – The minutes of March 14, 2017, were reviewed and have been adopted at the Council meeting of March 21, 2017. Cr. Holtorf requested an update on the Trade Show. Administration advised that the Town would have a double booth and that the focus would be on the Strategic Plan survey, draft Economic Development Plan, and landscaping for Downtown Development. Administration advised that IBI Landscape Architects have been hired to work on landscaping the arena green space, boardwalk along Marine Drive, Snowboard Park and Riverside Park as part of the Downtown Development Initiative. Additionally, they will be tying the rocks area into the trail system and reviewing Conibear Park as an open music park. Mission Park will also be reviewed as an Arts Centre. Administration is looking to bring the consultants to Fort Smith on April 28<sup>th</sup>, for a noon workshop with Council, followed by an evening public session, then to have them available to answer questions at the Trade Show on April 29<sup>th</sup>. He noted that the consultants will bring estimates for further design work. Additionally, Administration advised that Councillor business cards have been ordered for the Trade Show. Cr. Patel asked if the production of an online Strategic Planning Survey was part of the contract with the Strategic Planning Consultants. Mayor Napier-Buckley advised that the survey will be online sometime this week.

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 March, 2017 recreation statistics report was reviewed. The Director of Community Services advised that the statistics are strong and comparable to the previous month and have nearly doubled from last year.

ii. Pool Statistics – The March, 2017 pool statistics report was reviewed. The Director advised that March was a strong month for the pool and that usage has increased from the previous year. He noted that there were a number of sponsored events.

- iii. Arena Statistics – The March, 2017 arena statistics report was reviewed. The Director advised that March was a strong month and that usage is consistent month to month. He noted that the last three ice events were well attended.

The Director provided a review of recreation programming. He noted that author bush pilot, David Olsen, held a well-attended event at the library in March. Circus Camp was well received with over fifty registered participants and 140 attendees at the Youth Circus Show. The Director advised that there would be a Ping Pong Party in April for Autism Awareness and that Table Tennis North would be in Fort Smith on April 18-22 to do a coaching clinic and tournament. He noted that the Trade Show is on April 29<sup>th</sup> in the arena and that BMO is sponsoring Summer Soccer starting in May. D/M Smith was pleased with the update and the Circus Camp program.

Administration advised that the Farmer`s Market will be operating at the arena green space this year and that the arena will be made available for bathrooms and a play area for children. He advised that additional funding has been obtained for the Afterschool Care Position and that additional morning story time programming will be running at the library. D/M Smith requested an update on finishing touches at the arena. Administration advised that the cages were installed as requested by the user groups and that there was a submission from Women`s Hockey to fund 50% of the clock. He noted that the Town is requesting Oldtimer`s Hockey contribute the other 50%. He noted that some locking doors and other finishing touches still need to be completed. D/M Smith asked if the fittings at the Snowboard Park are taken down after the season is over. Administration advised that the start gate was removed and that once the snow melts, they will remove the other items to store for the summer. He noted that the change car will stay in place until a schedule to build a permanent facility is established. Cr. Patel noted that there was a sponsored swim from the Host Society for the one year out of the AWGs. Cr. Dumont noted that the Town forgot to put a washroom upstairs in the arena and asked if elevator is fully operational. Mayor Napier-Buckley asked if there are stats for the Snowboard Park. Administration advised that there may be numbers recorded for the youth lessons and for the Territorials events. He will request the information from Mr. Schwartzenberger. The Director advised that the gear was fully subscribed during the lessons and guessed that there were approximately 40-50 children that attended lessons.

- b. Recreation Advisory Board
  - i. RAB Minutes March 13, 2017 – The RAB minutes were reviewed. Cr. McArthur advised that the draft Economic Development Plan was reviewed and that there were no comments. He advised that there next meeting will be on April 24<sup>th</sup>.

#### 4. Library

- a. Library Services
  - i. Library Statistics – The March, 2017, library statistics report was reviewed. The Director advised that usage has increased from the previous month and that programming has increased and is consistent.

- b. Advisory Board on Culture
  - i. ABC Minutes April 5, 2017 – The ABC minutes were reviewed. Mayor Napier-Buckley was at the meeting to bring information regarding the TRC Calls for Action and how the calls for action can be incorporated for Canada 150. Different ideas were discussed including murals, multilingual signage, a formation of Christmas Park and usage of Conibear Park. Administration advised that there are no formal Canada 150 plans for the Town at this time and that dialogue is tied to ongoing initiatives. He noted that there is interest in making the Fall Heritage Festival an annual, ongoing event and noted that he would like to eventually transfer the event to a society. Administration advised that SRFN is continuing with their plans for development on the Christmas Tree lot and that the tree will most likely be cut down. He suggested a new tree be planted in the lot adjacent to Town Hall in conjunction with a Christmas Park.

5. Other Business

- a. Briefing Note Music Society Donation Request – The briefing note was reviewed. Administration advised that he is not looking for a motion of Council, but to see Council’s opinion on the donation and if they feel this is a community event within the Town’s mandate. Administration advised that the Music Society is requesting the use of the portable stage and the wash car. He noted that only the stage was donated in 2016. In 2016, the request was not brought to Council as Administration felt the event met the Town’s mandate and to support the Music Society in becoming an established, non-profit organization. Administration noted that unlike other community events, Spring and Private Stock are wet events on private property and a door fee is charged. Administration would like to see their events evolve into family music festivals. Mayor Napier-Buckley suggested that the Music Society be requested to provide entertainment at Canada Day for the use of the stage. Council was uncomfortable with lending the wash car for the event as they did not feel it met the mandate of the Town. Administration advised that the society does not want to take the beer garden approach which is why they monitor and charge cover at the door. Cr. Patel asked if the wash car has ever been lent out in the past. Administration advised that it has not and that porta-potties could be provided for the event. Mayor Napier-Buckley is fine with donating the stage but doesn’t feel the wash car should be lent for a wet event. She would be in support of lending the wash car for family friendly event or one that was open to the public. D/M Smith support the efforts to revitalize the music festival scene in the community but agrees with the Mayor. Mayor suggested dialogue from the Town to evolve the closed event into a community event.

6. Excusing of Councillors

**RECOMMENDATION**  
**Moved by: Cr. Dumont**  
**Seconded by: Cr. McArthur**  
**That Cr. Kikoak and Cr. Bell be excused from Community Services Meeting on April 11, 2017.**  
**CARRIED UNANIMOUSLY**

7. Date of Next Meeting

The next meeting of the Community Services Standing Committee will be held on May 9, 2017.

8. Adjournment

**RECOMMENDATION**  
**Moved by: Cr. Patel**  
**Seconded by: Cr. McArthur**  
**That the meeting be adjourned at 7:42 p.m.**  
**CARRIED UNANIMOUSLY**



Town of Fort Smith  
Municipal Services Committee Meeting  
Tuesday, April 11, 2017 at 8:15 pm.

Chairperson: Cr. Dumont  
Members Present: Mayor Napier-Buckley, Cr. Tuckey, Cr. Patel, D/M Smith, Cr. McArthur, Cr. Holtorf  
Regrets: Cr. Kikoak, Cr. Bell  
Staff Present: Keith Morrison, Senior Administrative Officer; Katie Reid, Executive Secretary  
Guest: Patti Haaima

1. Call to Order

Cr. Dumont called the meeting to order at 7:47 pm.

2. Review

a. Agenda – The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Tuckey**

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

**CARRIED UNANIMOUSLY**

b. Minutes – The minutes of March 14, 2017, were reviewed and were adopted at the Council meeting of March 21, 2017. Cr. Holtorf requested an update on the multilingual stop signs. Administration advised that stop signs have been ordered with four languages; English, French, Cree, and Chipewyan. He noted that the Town has over ordered and will be supplying signs to Hay River and Fort Resolution. In addition to this, the Town is looking to order a new LCD sign for at the Recreation and Community Centre. He noted that the electronic sign at Town Hall will cost \$15,000 in repairs and a new, better quality sign could be ordered for the Rec Centre for approximately \$20,000. Cr. Tuckey would like to add an in-camera session to the Council meeting on April 18<sup>th</sup> to continue discussions from the last Municipal Services meeting.

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

d. 2016 Capital Plan – The Capital Plan was reviewed. Administration is working diligently to get the 2017 Capital Plan to Council on April 18<sup>th</sup>.

3. Facility Maintenance

Cr. Holtorf requested an update on the Curling Club. Administration advised that the Curling Club is looking to develop their own resources to develop ice due to cost. He noted that the Daycare Society has been donated a house by the Aurora College, although it needs significant remediation work. He noted a number of derelict houses owned by the Aurora College.

4. Sustainable Development

i. Sustainable Development Advisory Board – Administration advised that there the board did not have quorum at their last meeting and that their next meeting is scheduled for April 13<sup>th</sup>.

5. Protective Services

a. Fire Department

- i. Statistics Report – The March, 2017, statistics report was reviewed. Administration advised that the new Prevention Services Supervisor was hired last week and that Karl Cox is a welcome addition to the Town's operations. He noted that there were no fires in March.

b. Ambulance Department

- i. Statistics Report – The March, 2017, statistics report was reviewed. Administration advised that there were a number of code ones in March and that it was a busy month as usual for the Ambulance Department. Administration advised that Mr. Cox will be undergoing EMR, EMT, and 120-hour First Aid training.

c. Bylaw Department

- i. Bylaw Statistics Report – The March, 2017, statistics report was reviewed. Administration noted the increased detail in the Bylaw Report. He noted a lot of speeding tickets issued in March. Additionally, he advised that Mr. Cox would be dealing with unsightly premises and undergoing bylaw officer and radar training.

d. Emergency Preparedness

Administration noted the need to have an after-hours emergency phoneline and advised that Mr. Cox would be the phone operator.

6. Administration

Administration advised that there wasn't a lot of snow this year and it melted slowly. Public Works ran an aggressive culvert clearing program and identified areas with drainage problems. Administration will begin looking at spring initiatives and requested that Council engage community partners from last year to see if they are interested in painting the crosswalks rainbow-coloured again. He noted that the Community Services Department annually calls out for interested non-profit community groups to clean-up the Town for funding and noted that there is generally not a lot of interest. Administration noted a milestone for the Town as a Facilities Maintenance employee has received their Class 5 Boiler Operator Certification. He noted that the Town has not had a Class 5 Boiler Operator on staff since Jean Soucy. He commended Jamie Chabun on his accomplishment. Administration advised that a Landfill Tender is out for trash compaction and cover placement. He noted that the Landfill facility will be switching to Summer Hours on May 2<sup>nd</sup> and that Spring Clean-Up is scheduled for May 23<sup>rd</sup> to June 3<sup>rd</sup>. Administration advised that the Snowboard Consultant will be coming back to Fort Smith to finish work on the Snowboard Park. He is also hoping to bring water and sewer services to the site this summer. Administration advised that the HR Committee and he have begun interviewing for the Director of Municipal Services position and that there are some strong candidates. Cr. Holtorf suggested that the website be used to announce the new hire of the Prevention Services Supervisor, Karl Cox, and to commend Jamie Chabun on his certification of Class 5 Boiler Operator. Mayor Napier-Buckley asked if the library ramp is included in the 2017 Capital Plan. Administration advised that the construction of a ramp for the library was solicited through invitational tender and that the tender is closing soon.

7. Excusing of Councillors

**RECOMMENDATION**

**Moved by: Cr. McArthur**

**Seconded by: Mayor Napier-Buckley**

**That Cr. Bell and Cr. Kikoak be excused from the Municipal Services Standing Committee Meeting on April 11, 2017.**

**CARRIED UNANIMOUSLY**

8. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on May 9, 2016.

9. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Mayor Napier-Buckley**

**That the meeting be adjourned at 8:15 pm.**

**CARRIED UNANIMOUSLY**