










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

December 20, 2016, 7:00 p.m. – Council Chambers

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| A. Call to Order and Confirmation of Quorum | |
| B. Approval of Agenda | |
| C. Proclamations/Presentations | |
| D. Approval of Council Minutes i. Council Minutes |  Council Minutes November 15, 2016.c |
| E. Business Arising from the Minutes | |
| F. Declaration of Financial Interest | |
| G. Council Business | |
| a. Introduction and Consideration of Committee Reports i. Corporate Services ii. Accounts Paid Part I iii. Accounts Paid Part II iv. Community Services v. Municipal Services |    Corporate Services Minutes December € Accounts Paid Part I Accounts Paid Part II   Community Services Minutes December 1 Municipal Services Minutes December 1 |
| b. Enactment of Bylaws and Policies | |
| c. Appointments i. Appointment of Acting SAO Jim Hood | |
| d. Mayor and Council | |
| e. Administration i. 2017 Draft Budget |  2017 Draft Budget |
| H. Absence of Council Members | |
| I. Date of Next Council Meeting | |
| J. Adjournment | |
| K. Question Period | |



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 11-16
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF NOVEMBER AND THE
ELEVENTH FOR THE YEAR 2016**

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

STAFF: K. Morrison, Senior Administrative Officer
 K. Reid, Executive Secretary

| | |
|-------------------|------------------|
| Meeting 11-16 | 7:00 PM |
| November 15, 2016 | Council Chambers |

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**

16-230 Moved by: Cr. Tuckey
 Seconded by: Cr. McArthur

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

C. **APPROVAL OF MINUTES**

Cr. Kikoak requested to view a detailed list of all the phone lines in Town Hall. She felt that there could be potential savings through alternative providers. Administration advised that the Town could potentially move completely to a mobile network, although mobile networks tend to be less robust and reliable. Cr. Kikoak suggested that consultants be hired to find cost savings. Cr. Dumont was concerned with the placement of the new street lights. He felt that they are being placed in areas that are already well lit. Cr. Holtorf suggested that street lights be placed at school bus stops. Administration advised that the project is not complete and that it is a work in progress; however, he will request a progress update. Cr. Dumont requested to work with the Director of Municipal Services and Cr. McArthur on the project.

16-231 Moved by: Cr. Dumont
 Seconded by: Cr. Bell

That the minutes of Regular Meeting 10-16 of October 18, 2016 be adopted as presented.

CARRIED UNANIMOUSLY



Cr. McArthur enjoyed the Special Meeting. Cr. Kikoak asked if a survey has been drafted. Administration has received a draft copy of the survey but has not yet reviewed it. Mayor Napier-Buckley requested that the minutes be emailed to Cr. Holtorf.

16-232 Moved by: Cr. McArthur

Seconded by: Cr. Kikoak

That the minutes of Special Meeting SP-06-16 of November 9, 2016 be adopted as presented.

CARRIED UNANIMOUSLY

E. **BUSINESS ARISING FROM THE MINUTES**

Cr. Kikoak made a motion to decrease bill payments to Northwestel. Mayor Napier-Buckley suggested that Administration be requested to research phone providers for cost savings. Cr. Tuckey agrees that the Town pays a significant amount to Northwestel, although she doesn't support a motion to pay less or cut services. She noted that research needs to be done and briefing notes brought to Council. She would support a motion to investigate alternate service providers, but not to stop paying Northwestel. Mayor Napier-Buckley requested a time frame to complete the research. Cr. Kikoak would like a solution within a six-month period. Administration noted that the cost of phone services has increased in the past years and that the Town is in the process of consolidating phonelines. He noted that the landlines are set-up through switchboards and noted the risk in changing this. Additionally, he noted that landlines are required for emergency preparedness and that the Town is looking at implementing intranet between Town facilities. Other options include implementation of a satellite based internet system in the case of communication loss due to a cut fiber optic cable. Cr. Patel felt that researching alternate providers would be a good starting point for cost savings. Administration agreed and felt that it would be important to take time to test new products. He noted that the Town generally does not risk trying new products to avoid exposing the tax payer. Mayor Napier-Buckley noted that budget cuts result in a reduction of services. Cr. Patel does not want to lose services. Cr. Kikoak felt that small businesses should have the opportunity to provide telecommunication services.

16-233 Moved by: Cr. Kikoak

Seconded by: Cr. Patel

That Administration find cost savings from Northwestel or look at alternative providers for telecommunications within a six-month timeline.

CARRIED UNANIMOUSLY

F. **DECLARATION OF FINANCIAL INTEREST**

Mayor Napier-Buckley, Cr. Kikoak and Cr. McArthur declared a financial interest with respect to the Accounts Paid Part II.



G. **COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee – Cr. Holtorf asked if the Town has an asset management system. Administration advised that Fort Smith has been selected as a pilot community for MACA’s territory-wide asset management software and that they will provide staff support to enter data into the system. Administration advised that the Town has been waiting a year for the implementation of the software. Cr. Bell noted that the map of businesses at the airport is outdated and suggested that it be brought up at TTAB or to the Chamber of Commerce. Mayor Napier-Buckley advised that the map is maintained by the Chamber of Commerce and advised that she would request it be updated. Cr. Bell asked when the next Bylaw Review Meeting would be. Mayor Napier-Buckley advised that the next Bylaw Review Committee meeting is scheduled for November 18, 2016.

16-233 Moved By: Cr. Bell
Seconded By: Cr. Tuckey

That the attached Corporate Services Standing Committee minutes from November 1, 2016, be adopted as presented.

CARRIED UNANIMOUSLY

Accounts Paid List Part I – It was asked if the previous Director of Municipal Services, Mahabub Zaman’s, credit card had been cancelled. Administration confirmed this and advised that any incurred charges were placed while he was Director.

16-234 Moved By: Cr. McArthur
Seconded By: Cr. Holtorf

That the Accounts Paid List Part I for the period ending October 31, 2016, totaling \$478,415.52 be approved.

CARRIED UNANIMOUSLY

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

Accounts Paid List Part II

16-235 Moved By: Cr. Dumont
Seconded By: Cr. Patel

That the Accounts Paid List Part II for the period ending October 31, 2016, totaling \$6,453.80 be approved.

IN FAVOUR – CR. TUCKEY, CR. HOLTORF, CR. BELL, CR. PATEL, CR. DUMONT
ABSTAINED – MAYOR NAPIER-BUCKLEY, CR. KIKOAK, CR. MCARTHUR
CARRIED

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

2016 Third Quarter Variance

16-236 Moved By: D/M Smith
Seconded By: Cr. Tuckey

That the 2016 Third Quarter Variance Report be accepted as presented.

CARRIED UNANIMOUSLY



JBT Snack Program Donation

16-237 Moved By: Cr. Tuckey
Seconded By: Cr. Patel

That \$500 be donated to the JBT Snack Program.

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

Community Services Standing Committee – Mayor Napier-Buckley reminded Council of the consultation meetings with the Waste Management Plan Consultants on November 23, 2016. Administration advised that the Consultants would be in Fort Smith and suggested that Council be involved with the Public Consultation Meeting. Additionally, he advised that a draft copy of the survey would be distributed to Council for review and comments prior to the consultations. Cr. Dumont advised that he would be away during the consultations.

16-238 Moved By: Cr. Tuckey
Seconded By: Cr. Dumont

That the attached Community Services Standing Committee minutes from November 8, 2016, be adopted as presented.

CARRIED UNANIMOUSLY

RAB Motion ATV Corridors – Cr. Kikoak asked when the next community consultation would be. Mayor Napier-Buckley advised that Council is beginning its Strategic Planning Community Consultation process. Administration advised that the surveys have already been drafted. Cr. McArthur does not wish to revisit this during the community consultation.

16-239 Moved By: Cr. Bell
Seconded By: Cr. Holtorf

That no further work be done on the ATV corridor, as per the Master Plan; and

That this be revisited during the next community consultation.

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

Town of Fort Smith Christmas Lights Contest – Cr. Tuckey does not feel that the community steps up to this. Cr. Kikoak suggested categories be formed.

16-240 Moved By: Cr. Patel
Seconded By: Cr. Bell

That the Town of Fort Smith sponsor a Christmas Lights Contest where 1st prize is \$150, 2nd prize is \$100, and 3rd prize is \$50; and

That the prize money be used from the miscellaneous budget.

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



Municipal Services Standing Committee

16-241 Moved By: Cr. Dumont
Seconded By: Cr. Bell

That the attached Municipal Services Standing Committee minutes from November 8, 2016, be adopted as presented.

CARRIED UNANIMOUSLY

Bylaw 968 Land Acquisition of Lot 52, Plan 11, Snowboard Park

16-242 Moved By: D/M Smith
Seconded By: Cr. McArthur

That Bylaw 968 be brought forward to the Regular Meeting of Council on November 15, 2016 for first and second reading.

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

b. Enactment of Bylaws:

Bylaw 968 Land Acquisition of Lot 52, Plan 11, Snowboard Park – First Reading

16-243 Moved By: Cr. McArthur
Seconded By: Cr. Patel

That Bylaw 968 Land Acquisition of Lot 52, Plan 11, Snowboard Park 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 acquire the lands described hereunder, and

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

1. THAT the Municipal Corporation of the Town of Fort Smith is hereby authorized to acquire a freehold interest or fee simple title in the following parcel of land from the NWT Power Corporation the whole of Lot 52, Plan 11, FORT SMITH, as shown outlined in red on the attached sketch in “Schedule A”, in consideration for the sum of One Dollar (\$1.00).
2. THAT the Mayor and Senior Administration Officer of the said Municipal Corporation of the Town of Fort Smith, or lawful deputy of either of them are hereby authorized in the name and on the behalf of the Municipal Corporation of the Town of Fort Smith, to execute all such forms of application, deeds, indentures, and other documents as may be necessary to give effect to this Bylaw and to affix thereto the corporate seal of the Municipal Corporation of the Town of Fort Smith as the act and deed thereof, subscribing their names in attestation of such execution.

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



Bylaw 968 Land Acquisition of Lot 52, Plan 11, Snowboard Park – Second Reading

16-244 Moved By: D/M Smith
Seconded By: Cr. McArthur

That Bylaw 968 Land Acquisition of Lot 52, Plan 11, Snowboard Park be given second reading by title only.

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

Council Approval for Third Reading of Bylaw 968

16-245 Moved By: Cr. Tuckey
Seconded By: Cr. Patel

That Council approves having Third Reading of Bylaw 968 Land Acquisition of Lot 52, Plan 11, Snowboard Park.

CARRIED UNANIMOUSLY

Bylaw 968 Land Acquisition of Lot 52, Plan 11, Snowboard Park – Third Reading

16-246 Moved By: D/M Smith
Seconded By: Cr. McArthur

That Bylaw 968 Land Acquisition of Lot 52, Plan 11, Snowboard Park be given third reading by title only.

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

c. Mayor and Council

- i. Cr. Tuckey – Cr. Tuckey commended Public Works for their work ensuring the roads were safe during dangerous driving conditions. She requested that the purchase of additional gravel and sand be added to the 2017 Capital Plan.
- ii. Cr. Holtorf – Cr. Holtorf requested that increases in fees for water and sewer be determined to contribute to reserves for replacement infrastructure. He suggested a committee be formed.
- iii. Cr. McArthur – Cr. McArthur commended Public Works for keeping the roads in good condition. He noted that the Department of Transportation/Highways is using a product that is melting the ice on the roads very fast. He noted that the Director of Municipal Services is researching the product.
- iv. Cr. Bell – Cr. Bell was pleased to begin the Strategic Planning process and is looking forward to feedback from the community with respect to the survey. Cr. Bell noted the need for a communications policy which states how the town will relay information to citizens in a timely manner. Cr. Bell thanked the advisory boards for their contributions over the year and noted that ABC is forming a database of partnerships. Cr. Bell is in favour of increasing medivac fees, increasing property tax revenue and generating revenue from lottery licensing. She hopes that the GNWT will provide additional funding.



- v. D/M Smith – D/M Smith commended Town Staff for a great job maintaining the roads. He noted that some residents feel that needs aren't been addressed. He noted that there is priority order in place, although asked if requested aren't met, they be advised why. D/M Smith noted that Fort Smith is one of the few municipalities that maintains sidewalks. D/M Smith asked if correspondence from WBNP, with respect to paving Highway 5, was ever circulated to the Town. Administration confirmed this. D/M Smith is interested in attending the Climate Change Conference.
- vi. Cr. Patel – Cr. Patel thanked Town Staff for maintaining the roads. Cr. Patel was unaware that the Member of Parliament was in Fort Smith. She requested that the Mayor arrange a meeting with the MLA to discuss FSDEA issues. Cr. Patel advised that she attended the MLA's constituency meeting on December 10th. She noted that the GNWT Senior Management positions were downsized and that they are restricting positions and suggested that the Town actively lobby this. Cr. Patel supports financial contributions to reserves for future generations and crumbling infrastructure.
- vii. Cr. Dumont – Cr. Dumont commended Town Staff for maintaining the roads. Cr. Dumont looks forward to the rest of the paving of Highway 5.
- viii. Cr. Kikoak – Cr. Kikoak is hoping to make it to the Community Tourism meeting on Thursday. She hasn't heard if the Christmas Tree would be lit this year. Additionally, she is in favour of creating a Christmas Park.
- ix. Mayor Napier-Buckley – Mayor Napier-Buckley commended Town Staff for maintaining the roads. Mayor Napier-Buckley advised residents to walk carefully on sidewalks during freezing rain conditions. Mayor Napier-Buckley is also in favour of a Christmas Park and suggested the idea be brought to ABC. Mayor Napier-Buckley advised that the MLA had a constituency meeting on November 10th. She advised that construction of the new Correctional Centre is continuing even though other MLAs had pressured to cancel the project.
- x. School Survey – D/M Smith noted that a survey was released asking where to cut programs in order implement Junior Kindergarten. He found the survey alarmist for parents to have to consider cutting programs. Cr. Tuckey advised that the survey was approved through the SSDEC as per protocol. It was noted that there were reports and findings found in regards to Junior Kindergarten released earlier in the year that were briefed to Council which could be supported. Cr. Patel advised that the SSDEC would be meeting in Hay River and that the MLAs, except for Minister Sebert, would be attending. Mayor Napier-Buckley noted that the survey was released due to Poverty Framework and Junior Kindergarten with respect to smaller communities and people who are unable to work due to lack of childcare. It was noted that childcare options should not come at the expense of the students. D/M Smith would like Cabinet and ECE to hold a community consultation around the issue. He asked if Council should be concerned that the survey was approved by the SSDEC.



RECOMMENDATION

Moved by: D/M Smith

Seconded by: Cr. Patel

That Mayor and Council write a letter to the Premier and Minister Moses demanding that the GNWT fulfill the previously stated commitment to community consultation in Fort Smith prior to implementation of Junior Kindergarten in 2017.

CARRIED UNANIMOUSLY

d. Administration

- i. **Vandalism – Administration** advised that there has been recent vandalism to Town infrastructure. He noted that the door at the Water Intake was kicked in and that an ATV was driven on the cross-country track. He noted that there has been more vandalism than usual this year. He noted that the accelerated vandalism may be due to the Bylaw Officer being away and the lack of a perceived police presence in the community. Administration noted that vandalism and trespassing are against Territorial and Federal Laws which are RCMP issues. Additionally, he noted that a motion was previously passed to increase enforcement on speeding. Administration advised that the water intake is essential with only a three to four-day water supply if down and noted that the RCMP would not even visit the site after the break-in. Mayor Napier-Buckley noted that there are no redundancies at the Water Intake. Cr. Dumont suggested that the Mayor send a letter to the RCMP Sergeant. Mayor Napier-Buckley advised that Sergeant Snodgrass had previously indicated that he would be delegating to Council monthly although has not yet done so. Mayor Napier-Buckley would request the Sergeant attend the Corporate Services meeting in December and advised that she would meet with him in person with the noted concerns. Administration suggested that the newsletter encourage residents to submit pictures of people abusing Town facilities to get a lead for the RCMP. Mayor Napier-Buckley advised that she would contact JBT, PWK and the Aurora College to advise students to respect Town infrastructure and facilities. Additionally, she suggested that a surveillance system be purchased for at the Water Intake. Administration advised that he would research surveillance and alarm systems.
- ii. **Donation Request – Administration** advised that a request to use the mezzanine in the beginning of December for a Snow and Ice/Women's Hockey event although he is not confident that construction will be complete by that time. He noted that the request was to Mayor and Council and that he would provide a briefing note if further information is required. D/M Smith noted that Women's Hockey is hosting a tournament in January and asked if the Town could provide the space at that time. Administration advised that a donation request was received for the January event although he is working to clarify what the group is requesting. Cr. Kikoak suggested that Snow and Ice be requested to educate members about using ATVs on Town facilities in exchange for services. Administration will look to partner with the organization on the initiative.

H. ABSENCE OF COUNCIL MEMBERS

16-245 Moved By: D/M Smith
Seconded By: Cr. Bell

That Cr. Dumont and Cr. McArthur be excused from the Corporate Services Standing Committee Meeting on November 1, 2016.

CARRIED UNANIMOUSLY



16-246 Moved By: D/M Smith
Seconded By: Cr. Bell

That Cr. Holtorf be excused from the Municipal Services Standing Committee Meeting on November 8, 2016.

CARRIED UNANIMOUSLY

I. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – December 6, 2016
Community and Municipal Services Standing Committee Meetings – December 13, 2016
Council Meeting 12-16 – December 20, 2016

J. **ADJOURNMENT**

16-248 Moved By: Cr. McArthur
Seconded By: Cr. Dumont

That the meeting be adjourned at 9:59 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 20th day of December, 2016.

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.



Town of Fort Smith
Corporate Services Committee
Tuesday, December 6, 2016, at 7:00 pm

Chairperson: D/M Smith
Members: Mayor Napier-Buckley, Cr. Kikoak, Cr. Bell, Cr. McArthur, Cr. Tuckey, Cr. Dumont, Cr. Patel, Cr. Holtorf (Conference Call)

Staff Present: Keith Morrison, SAO; Katie Reid, Executive Secretary
Guests: Sergeant Ryan Snodgrass

1. Call to Order

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

2. Delegation

- a. RCMP – Sergeant Snodgrass advised that he is the new Sergeant in town and that this is the sixth community in the north he’s lived in. He brought the monthly police report from October if Council had questions. D/M Smith noted that the reports were circulated to Council via email. Council welcomed the new Sergeant to Town. Mayor Napier-Buckley asked if the detachment is full. Sgt. Snodgrass advised that they are currently short one member and will be short two members in January, but will be at full capacity by February. Cr. Patel noted that there has been increased vandalism in Town and asked if the Sergeant could speak to this. Sgt. Snodgrass felt that there is a select group of individuals responsible and many have already appeared before the courts and have conditions. He noted that many of the incidents are committed by youth and youth are hard to enforce under the Justice Act. Cr. Tuckey noted that the Bylaw Officer actively enforces speeding and asked how the RCMP are addressing speeding. Sgt. Snodgrass advised that speeding is one of the RCMP initiatives and that they occasionally partner with the Bylaw Officer to perform patrols. Sgt. Snodgrass advised that he is down to one or two members working in the day which makes it difficult to enforce speeding amongst other important initiatives. Administration advised that the Bylaw Officer has been on an extended absence and noted that speed enforcement is a Territorial Legislation. He felt that more of a presence in the community would reduce speeding and crime. Administration noted that the RCMP seem to be continuously understaffed in Fort Smith. It was asked when the Council priorities would be discussed. Sgt. Snodgrass advised that priorities are made at the start of the fiscal year on April 1st. He noted that he cannot speak to staffing issues as he has no control over this except that they will be at full capacity in February and patrolling more often. Cr. Dumont asked if the RCMP would be doing check stops in December. Sgt. Snodgrass confirmed this and advised that the RCMP has a national driving initiative in December. Mayor Napier-Buckley noted an incident earlier in the year where there was an armed resident on Field Street and the street was evacuated. She would like to provide better communications to the public when situations like this arise and suggested partnering with the RCMP to ensure the community is informed. Mayor Napier-Buckley noted a recent drug bust in Yellowknife of Fentanyl and asked if the RCMP are trained to deal with overdose. Sgt. Snodgrass advised that training is minimal and that RCMP members are equipped with the antidote if exposed. Administration advised that the Ambulance Department is equipped with the antidote. Sgt. Snodgrass had advised that the Detachment’s Drug Unit would be coming to Fort Smith to do educational presentations on Fentanyl. Cr. Kikoak noted the importance of increased patrols and more of a presence in the community as an effort to reduce crime. Sgt. Snodgrass thanked Council for bringing their concerns

forward. Cr. Holtorf asked what the priorities are. The Sergeant noted that they are substance abuse, violence, building positive relationships with the aboriginal community and traffic enforcement. Mayor Napier-Buckley asked how the Town can partner with the RCMP. Sgt. Snodgrass thinks the Town supports the priorities and noted that he hasn't been in town long enough see what is lacking for initiatives. Cr. Bell asked if there is any way get fingerprints or any evidence to catch vandals and asked how incidents are investigated. The Sergeant advised that his staff are not trained to dust for fingerprints and that fingerprints gets sent to Ottawa for a match in the system. He noted that higher profile cases, such as homicide, take precedent over other cases. He noted that the RCMP are able to analyze blood samples. He noted a shortage in RCMP labs throughout the country. Council thanked the Sergeant and welcomed him to town.

3. Declarations of Financial Interest

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

4. Review

- a. Agenda –The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Cr. Tuckey

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

- b. Minutes – The minutes of November 1, 2016, were reviewed and have been adopted at the Council meeting of November 15, 2016. Cr. Dumont noted in the minutes that Council had requested a timeline from WBNP on the paving of Highway 5. D/M Smith advised that there was a press release on November 2nd with a timeline.
- c. Vision, Values and Goals – The Vision, Values and Goals were reviewed.
- d. Strategic Plan – The Strategic Plan was reviewed. Administration advised that the consultants had prepared a survey which was brought to the Christmas MAXX Sale and to the Waste Management Consultation meetings. He noted that 73 surveys in total were completed. He noted that the survey was well received with not many complaints. He will be changing a question around accepting low-level radioactive waste at the landfill. He noted that residents who complete the survey will be entered into a draw to win a prize. He noted that the Town is providing prizes of five, one year all-in-one passes and five, six month all-in-one passes to the RCC. Additionally, he noted that the survey will be inserted into water bills and distributed through mail drops and online. The community will also be engaged with the survey over weekend events.

5. Finance

- a. Accounts Paid List Part I – The Accounts Paid List was reviewed. Cr. Dumont was shocked with the cost of business cards. Administration advised that the cheque was for an accumulation of items and not only business cards. Cr. McArthur noted the payment of interest charges to TDC Contracting and asked why bills are not paid on time. Administration advised that this was discussed at the last meeting and that the Town has a system that ensures that services and materials were received prior to payment which sometimes conflicts payment timing. Cr. Kikoak asked how much Town pays per hour for IT work to Arch Tech. Administration is unsure of the exact rate but it is relatively high. He noted that the work is important and the contractor was on site for the server change over. In addition to this, the contractor is cheaper than hiring staff which is most likely not an option in Fort Smith or for the amount of work required by the Town. D/M Smith asked if payments to CAB Construction for arena work are completed. He understands that there is ongoing mezzanine work

and noted that all dressing room, bathroom doors are broken. Administration advised that the work is substantially complete and that the holdback is released. He noted that there is outstanding warranty work and some additional work to be completed under the existing contract.

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Cr. Dumont

That the Accounts Paid Part I for the period ending November 30, 2016, totaling \$1,941,050.60 be approved.

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

ABSTAINED – CR. KIKOAK

CARRIED

- b. Accounts Paid List Part II – The Accounts Paid List was reviewed.

RECOMMENDATION

Moved by: Cr. Bell

Seconded by: Cr. Tuckey

That the Accounts Paid Part II for the period ending November 30, 2016, totaling \$4,673.03 be approved.

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

ABSTAINED – CR. MCARTHUR, CR. KIKOAK

CARRIED

- c. Briefing Note 2017 Draft Budget – The briefing note and draft budget were reviewed. Administration advised that the briefing note has been updated. He noted that the unchanged part of briefing note speaks to the budget being status quo and the forced growth issues. He noted that since last budget discussions, he has been able balance the budget with no deficit. The budget has been balanced as a result of the receipt of assessment information from SRFN land and from increasing medivac fees \$200 per call. Additionally, the After-School Program is fully subscribed which will increase revenue. He noted that the rest of the budget was balanced through allocations between O&M, Utility and Environmental. He noted that the Town can still generate extra revenue by raising levies or fees. Cr. Tuckey was pleased with the update and asked if there is a reserve contribution in this document. Administration advised that the budget does not reflect a reserve contribution. He noted that medivac fees were increased to offset the Prevention Service Supervisor position. Administration advised that additional revenue can be generated for reserve contributions although it needs to be justified and protected through bylaw. Cr. McArthur asked if the budget is balanced based on income from 2016. Administration confirmed this. Cr. McArthur asked if there would be a tax increase. Administration advised that a tax increase for reserves, and not to balance the budget, is at the will of Council. Cr. Kikoak requested an update on GAHR. Administration advised that GAHR is Ground Ambulance and Highway Rescue funding that has been used to great success. He noted that the funding has been reduced to \$21,000 from \$50,000 this year. Additionally, Administration advised that Inuvik's Ambulance Department is operated by Health and Social Services. He noted that the services provided are not equitable throughout communities in the NWT. Administration provided a review of the history of tax revenue increases. He requested that Council provide an amount to contribute to reserve and that a bylaw be formed to ensure the commitment that revenue goes to reserves. He noted that user fees were increased by 10% last year. Additionally, he noted that the Lottery Licensing Bylaw needs to be amended to state where revenue is placed and that the Consolidated Rates and Fees Bylaw needs to include fees for Chase the Ace. Administration advised that tipping fees were last increased in 2015 and are not currently representative of landfill fees. He noted that there aren't currently fees for asbestos, paint or batteries. Water and Sewer fees were increased in 2015 and are not representative of the

cost to manage infrastructure. Administration recommends that there will be a \$5-\$10 levy per household to implement the recycling program and would be hesitant to add any increases to rates or levies with the potential implementation of the program. Administration advised that property tax if left unchanged will need a revenue increase of 6% by 2018 to address forced growth. Cr. Patel thanked Administration for the update but doesn't approve a property tax increase as she felt it detours residents from improving their properties. She also doesn't approve a \$5-\$10 levy for the implementation of the recycling program as she felt the project could be cost neutral through alternate funding. Cr. Patel felt that the Senior's Relief Program only benefits wealthy seniors and suggested the program be relooked at. D/M Smith noted that the Town only pays 50% of the senior's taxes and the other half is funded through the GNWT. Cr. Tuckey supports increases to tipping fees and the inclusion of fees for asbestos, etc. Additionally, she would like to see tipping fees summed into the water bill. Mayor Napier-Buckley is in favour of the implementation of the recycling program. Administration felt that a responsible government increases taxes, even if by 1%. Cr. Tuckey would like to see reserve contributions whether it be by levies, tipping fees, etc of at least \$100,000 and would be in favour a 3% tax revenue increase. Cr. McArthur would like a property tax revenue increase of at least 6% to reduce impact of forced growth in upcoming years. Cr. Bell is in favour of increases to lottery and tipping fees. She would also be in favour of a 2-3% property tax revenue increase. Mayor Napier-Buckley is in favour of tipping fee increases and would like reserve contributions through a minimum of 3% property tax revenue increase supported by bylaw. Cr. Kikoak supports a 3% property tax revenue increase and similar for 2018. Cr. Dumont agrees with all increases to contribute to reserves protected by bylaw. Cr. Patel doesn't support a property tax increase, although does support other increases. Additionally, she would like operational costs to be reduced over the next few years by finding operational efficiencies. Cr. Patel doesn't support a Council pay increase. D/M Smith asked how many water bills the Town issues. Administration is unsure but thinks there is around 800. Cr. Holtorf supports an increase in tipping fees to recover costs and would support a \$5 levy on water and sewer.

6. Economic Development

- a. Tourism and Trade Advisory Board
 - i. TTAB Minutes November 17, 2016 – The TTAB minutes of November 17, 2016, were reviewed.

7. Other Business

- a. Correspondence – The November, 2016, correspondence was reviewed. Cr. Tuckey requested an update on the correspondence received from BluMetric Environmental. Administration advised that the Housing Corporation had hired a contractor to demolish a duplex containing asbestos that wasn't done properly. The Town agreed to temporarily store the material at the landfill so it wouldn't be brought back through Town until it could be dealt with properly. As a result, they hired BluMetric Environmental to complete the work.

- b. Licensing Report – The November, 2016 licensing report was reviewed.

- c. Appointment of Acting SAO Jim Hood

RECOMMENDATION

Moved by: Cr. Patel

Seconded by: Cr. Tuckey

That Jim Hood, Director of Corporate Services, be appointed Acting Senior Administrative Officer from December 19, 2016, to January 2, 2017.

CARRIED UNANIMOUSLY

- d. Briefing Note Appointment of Auditor – The briefing note was reviewed. Administration advised that an RFP was issued for qualified firms to provide auditing services for the years 2016, 2017, and 2018. Four proposals were received. The firm with the highest overall rating was Avery, Cooper and Co. Ltd. This firm has been the auditor for the Town for past three years and Administration is pleased with their work. Additionally, MACA has had no issues with the work the auditors have done for the Town and feel they are familiar with the reporting requirements of municipalities and applicable legislation.

RECOMMENDATION

Moved by: Cr. Patel

Seconded by: Cr. Tuckey

That Avery, Cooper & Co. Ltd. be appointed as the auditors for the Town of Fort Smith to conduct the audits of the 2016, 2017, and 2018 fiscal years.

CARRIED UNANIMOUSLY

- e. Briefing Note DPA-045-16 Shane Daniels – The briefing note was reviewed.

RECOMMENDATION

Moved by: Cr. Tuckey

Seconded by: Cr. Bell

That DPA-045-16 submitted by Shane Daniels to operate a home occupation sound equipment rental business from Lot 1631, Plan 2895, 6 Wabisca Court in Fort Smith be approved.

CARRIED UNANIMOUSLY

- f. Briefing Note Arctic Energy Alliance Application – The briefing note was reviewed. Administration advised that the application was denied and there would no longer be a requirement for a motion.

- g. Briefing Note Fort Smith Fury Women's Hockey Tournament 2017 – The briefing note was reviewed. Administration advised that the Women's Hockey team is requesting promotional items and a \$200 monetary donation to assist in purchasing healthy snacks and beverages for the dressing rooms during their tournament in January, 2017. Mayor Napier-Buckley noted that the organizers did not request passes. Cr. Tuckey didn't think two three-month passes would be useful to out-of-town teams. The recommendation was defeated. Council requested that the briefing note be revisited at Community Services on December 13th.

RECOMMENDATION

Moved by: Cr. Patel

Seconded by: Cr. McArthur

That the Town donate two, three month all-in-one passes to the RCC to Fort Smith Women's Hockey for their tournament in January, 2017.

IN FAVOUR – CR. KIKOAK, CR. DUMONT, CR. PATEL, CR. MCARTHUR

OPPOSED – CR. HOLTORF, CR. TUCKEY, CR. BELL, MAYOR NAPIER-BUCKLEY

TIE BREAK – CR. SMITH OPPOSED

RECOMMENDATION DEFEATED

- h. Briefing Note 2016 Christmas Food and Toy Drive – The briefing note was reviewed. Administration advised that Christmas Toy and Food Drive Organizers are requesting a monetary donation between \$500-\$1000 dollars to assist in purchasing items for hampers to distribute in the community. He noted that Council donated \$500 once in 2015. He noted that Council tends not to donate to religious organizations. Council requested that the briefing note be revisited at Community Services on December 13th.

- i. Christmas Turkeys for Staff and Volunteers of the Town of Fort Smith – Mayor Napier-Buckley would like to purchase turkeys from the Public Relations budget. Cr. Patel does not want to spend Town funds on turkeys. She suggested that all of Council provide money to purchase the turkeys for staff and volunteers.

RECOMMENDATION

Moved by: Cr. Tuckey

Seconded by: Cr. Bell

That Council buy turkeys for the Town Staff, and Fire, Ambulance and Animal Shelter Volunteers from the Public Relations Budget.

IN FAVOUR – CR. TUCKEY, CR. BELL, CR. DUMONT, MAYOR NAPIER-BUCKLEY

OPPOSED – CR. KIKOAK, CR. PATEL, CR. MCARTHUR, CR. HOLTORF

CARRIED

8. Date of Next Meeting

The next meeting of the Corporate Services Standing Committee will be January 3, 2017.

9. Adjournment

RECOMMENDATION

Moved by: Cr. Tuckey

Seconded by: Cr. Patel

That the meeting be adjourned at 10:00 pm.

CARRIED UNANIMOUSLY



TOWN OF FORT SMITH
ACCOUNTS PAID LIST PART 1
FOR THE PERIOD ENDING November 30, 2016

| CHQ # | SUPPLIER | DESCRIPTION | AMOUNT | DEPT. |
|-------|--|---|--------------|-------------|
| 32138 | Cascade Graphics | Business cards for Don Webb | \$ 1,352.40 | AD |
| 32139 | Lou's Small Engines | Pol Cap Tool, Tie Straps, Ball Park Supplies | \$ 467.25 | RCC |
| 32140 | Link Hardware | Materials and supplies | \$ 1,052.41 | Multiple |
| 32141 | Territorial Beverages | Pop order | \$ 850.53 | RCC |
| 32142 | Town of Fort Smith | Water bills | \$ 786.25 | Multiple |
| 32143 | Freund Building Supplies | Materials and supplies | \$ 2,774.95 | FM/PW/RCC |
| 32144 | Northern News Services | Audit services | \$ 1,027.12 | AD |
| 32145 | Locust Mowing | Landfill Earthworks 2016 | \$ 12,495.00 | PW |
| 32146 | Northwestern Air Lease | Shipping - Water samples | \$ 123.86 | WTP |
| 32147 | Bank of Montreal | Lana McNeill Statement | \$ 2,425.22 | |
| | | \$1871.60 - Bell Mobility (phone bill) | | Multiple |
| | | \$258.83 - Lifeproof (cases for new phones) | | Multiple |
| | | \$262.50 - NWT Tourism (AGM/conference fees) | | AD |
| | | \$32.29 - Canada Post (sent package for RCC) | | RCC |
| 32148 | CAB Construction Ltd | Install door closers/Sprinkler Repair/Wire Sump Pump | \$ 792.75 | RCC |
| 32149 | NEBS Business Products Ltd | Snow Mobile License Plate Stickers | \$ 107.03 | AD |
| 32150 | Xylem Canada Company | Submersible pump | \$ 10,364.55 | WTP |
| 32151 | Commercial Aquatic Supplies | Benches for pool change room/Reagent for pool | \$ 2,298.31 | RCC |
| 32152 | GNWT - Taxation Division | October school tax remittance [R] | \$ 2,729.22 | |
| 32153 | TDC Contracting | Materials and supplies | \$ 14,661.91 | Multiple |
| 32154 | SEE ACCOUNTS PAID LIST PART II | | | |
| 32155 | Wesclean Northern Sales Ltd | Materials and supplies | \$ 2,006.94 | RCC |
| 32156 | Manitoulin Transport | Freight on arena order | \$ 490.34 | RCC |
| 32157 | Clartech | Fluoride in 136kg drums | \$ 1,919.40 | WTP |
| 32158 | Pitneyworks | Postage refill | \$ 2,100.00 | Admin |
| 32159 | Neptune Technology Group Canada Ltd | Neptune yearly programming fee | \$ 2,100.00 | WTP |
| 32160 | NU Mechanical | Repairs to Arena equip/boiler repairs | \$ 464.63 | RCC |
| 32161 | Anna's Home Cooking | ADC/SDAB/TTAB Lunch | \$ 576.22 | Legislative |
| 32162 | Fire Marshall's Public Fire Safety Council | Annual membership renewal | \$ 100.00 | FD |
| 32163 | Archtech Computers | Set up email/computers/server trouble shoot | \$ 3,554.01 | AD |
| 32164 | Empire SCBA & Supplies Inc | Regulator repairs and testing | \$ 844.00 | FD |
| 32165 | IDEXX Laboratories Canada LP | Colilert and Chlorine Reagent | \$ 1,128.25 | WTP |
| 32166 | Transition Industries | Build board cross, big air and rail line | \$ 6,720.00 | |
| 32167 | Bruno, Laura | Refund - pool rental | \$ 97.00 | RCC |
| 32168 | Bank of Montreal | K. Morrison Statement | \$ 1,770.69 | |
| | | \$28.14 - Microsoft (create new employee emails) | | Multiple |
| | | \$18.55 - Interest | | |
| | | \$68.20 - Berro's (Sept 26th lunch) | | |
| | | \$40.00 - CCOHS (WHMIS training) | | RCC |
| | | \$1490.00 - NWT Water & Waste Assoc. (conference x 2) | | WTP |
| | | \$62.90 - Berro's (RAB mtg. Oct 17) | | Legislative |
| | | \$62.90 - Berro's (RAB mtg. Oct 24) | | Legislative |
| 32169 | GNWT | Arena Level I & II and Facility Supervision courses | \$ 2,300.00 | Multiple |
| 32170 | Lou's Small Engines | Propane refills | \$ 204.75 | Arena |
| 32171 | Territorial Beverages | Pop order | \$ 289.94 | RCC |
| 32172 | Wally's Drugs | Materials and supplies | \$ 53.52 | Pool |
| 32173 | Freund Building Supplies | Monthly supplies | \$ 117.68 | RCC/Pool |
| 32174 | Bank of Montreal | J. Hood Statement | \$ 1,688.29 | |
| | | \$29.53 - Canada Post (mail long service award) | | Legislative |
| | | \$1403.61 - Sask Batteries (batteries for curling equip.) | | RCC |
| | | \$255.15 - Ecco Heating Products (steam room motor) | | Pool |
| 32175 | CAB Construction Ltd | Progress claim #20 for Arena/Replace overhead door PW | \$ 89,981.05 | Arena/PW |
| 32176 | Terry's Carpentry Service | Ambulance Bay Lease | \$ 2,520.00 | Ambulance |
| 32177 | BZT General Contracting | Fix building lights | \$ 2,581.30 | WTP |
| 32178 | Panter, Jason | Travel Claim - Hazmat Awareness/Operations | \$ 141.35 | FD |
| 32179 | TDC Contracting | Interest charges, heating oil | \$ 665.91 | Multiple |
| 32180 | Wesclean Northern Sales Ltd | Janitorial supplies | \$ 76.54 | RCC |
| 32181 | Rapid Petroleum Products | Gas | \$ 1,012.00 | Multiple |
| 32182 | RDV Mechanical | Service Unit #1 | \$ 939.40 | WTP |

| | | | | | |
|-------|--|---|----|--------------|---------------|
| 32183 | Arctic Alarm/Diamondtel | Alarm monitoring | \$ | 59.80 | RCC |
| 32184 | Morrison, Keith | Travel Claim - LGANT | \$ | 72.80 | AD |
| 32185 | Fields | ASCP storage bins | \$ | 99.83 | RCC |
| 32186 | Office Solutions | Materials and supplies | \$ | 1,350.32 | Multiple |
| 32187 | GT Property Assessment & Tax | Travel for assessment of SRFN lands | \$ | 4,770.49 | AD |
| EFT | Caterpillar Financial Services Ltd. | Bobcat leases | \$ | 6,563.58 | PW |
| 32188 | Paul Kaesers Stores Ltd. | Materials and supplies | \$ | 2,725.08 | Multiple |
| 32189 | Lou's Small Engines | Filters and refill propane bottle | \$ | 567.69 | FM/RCC |
| 32190 | Link Hardware | Materials and supplies | \$ | 336.47 | PW |
| 32191 | Freund Building Supplies | Monthly Supplies | \$ | 126.71 | FM |
| 32192 | Xerox Canada Ltd. | Copier usage | \$ | 660.78 | AD |
| 32193 | Receiver General | Tax/CPP/EI \$26497.53[R] | \$ | 29,326.72 | |
| 32194 | Locust Mowing | Winter sand | \$ | 1,795.50 | PW |
| 32195 | Rocky Mountain Phoenix | XYAM analysis 1X | \$ | 357.00 | FD |
| 32196 | Northwestern Air Lease | Flight - D. Seals NWT Tourism conference | \$ | 452.55 | AD |
| 32197 | Cox, Karl | Reimbursement - prescribed burn lunch | \$ | 136.26 | FD |
| 32198 | Fort Smith Construction | Ditch work | \$ | 570.89 | AD |
| 32199 | St. John's Anglican Ladies Guild | Refreshments for fire dept. open house | \$ | 250.00 | FD |
| 32200 | Pelican Restaurant | Lunch - bylaw review meeting | \$ | 47.20 | AD |
| 32201 | Pelican Rapids Inn | Room rental for AWG dinner | \$ | 393.75 | |
| 32202 | Globalstar | satellite phone bills | \$ | 209.78 | FD/Ambulance |
| 32203 | TDC Contracting | Heating oil and bulk diesel | \$ | 16,551.68 | Multiple |
| 32204 | Infosat Communications | Phone bill | \$ | 77.11 | FD |
| 32205 | SEE ACCOUNTS PAID LIST PART II | | | | |
| 32206 | Fire Marshall's Public Fire Safety Council | FPW Kit and stickers | \$ | 323.93 | FD |
| 32207 | Arctech Computers Inc. | Offsite back up service | \$ | 262.50 | AD |
| 32208 | South Slave Safety | Safety glasses and simulated EMT kit | \$ | 1,998.25 | Ambulance |
| 32209 | Office Solutions | Materials and supplies | \$ | 122.50 | FM/RCC |
| 32210 | Hay River Heavy Truck Sales Ltd. | Cylinder rentals | \$ | 201.60 | WTP/Ambulance |
| 32211 | David Nairne & Associates Ltd. | Strategic plan | \$ | 1,313.00 | AD |
| 32212 | Foote, Jesse | Expense claim - conference on water | \$ | 571.55 | WTP |
| 32213 | Mercredi, Joel | Expense claim - course/conference on water | \$ | 1,439.90 | WTP |
| 32214 | NU Mechanical | 388 Calder Ave. sewer main repair | \$ | 20,228.23 | AD |
| 32215 | NWT Construction Ltd. | 2016 paving and roadworks preparation | \$ | 1,509,287.87 | AD |
| 32216 | GNWT | Heat provided to PWK | \$ | 29,661.66 | RCC |
| 32217 | Investors Group | November contributions | \$ | 400.00 | |
| 32218 | Northwestel | Phone bills/internet | \$ | 5,335.23 | Multiple |
| 32219 | NWT Power Corporation | Power bills | \$ | 44,528.32 | Multiple |
| 32220 | Wally's Drugs | Christmas party prizes | \$ | 219.53 | |
| 32221 | Town of Fort Smith | November payroll deductions and water bills | \$ | 2,425.43 | Multiple |
| 32222 | Receiver General | Tax/CPP/EI \$28197.21[R] | \$ | 31,031.19 | |
| 32223 | PSAC | November union dues | \$ | 3,908.79 | |
| 32224 | Thyssenkrupp Elevator | elevator maintenance | \$ | 1,258.02 | RCC |
| 32225 | GNWT - Taxation Division | November payroll tax | \$ | 5,723.55 | |
| 32226 | The Old Skillet | Catering for Waste Management public consultation | \$ | 450.00 | AD |
| 32227 | Hewitts Co. Limited | Dog tags for 2017 | \$ | 200.97 | Bylaw |
| 32228 | LGANT | Conference registration fee for K. Morrison | \$ | 100.00 | AD |
| 32229 | Maintenance Enforcement Program | Garnishment | \$ | 1,700.00 | AD |
| 32230 | Fort Smith District Education Authority | Donation to JBT snack program | \$ | 500.00 | Legislative |
| 32231 | TDC Contracting | Heating oil/service vehicles | \$ | 9,131.60 | Multiple |
| 32232 | Royal Canadian Legion | Wreath for Remembrance Day | \$ | 65.00 | Legislative |
| 32233 | Maskwa Engineering Ltd. | Engineering services | \$ | 4,133.06 | AD |
| 32234 | Pitneyworks | Postage refill | \$ | 2,100.00 | AD/WTP |
| 32235 | TOFS Employees Association | Staff contributions November 2016 | \$ | 428.00 | |
| 32236 | Funk, RB and Funk, FT | Refund - overpayment of property taxes | \$ | 2,843.34 | AD |
| 32237 | Office Solutions | Materials and supplies/fire proof cabinet | \$ | 5,164.62 | Multiple |
| 32238 | Northern Arts & Cultural Centre | Sponsorship for 2017 | \$ | 5,000.00 | |
| 32239 | Fort Smith Skating Club | Advertisement in calendar | \$ | 150.00 | Legislative |
| 32240 | Bird, Joshua | Reimbursement - Class 4 test | \$ | 133.00 | Ambulance |
| 32241 | Gosse, Darren and Lisa | Refund - meter deposit less outstanding utilities | \$ | 308.50 | AD |
| 32242 | Morse, Melanie Anne | Refund - meter deposit less outstanding utilities | \$ | 147.50 | AD |

TOTAL

\$ 1,941,050.60



TOWN OF FORT SMITH
ACCOUNTS PAID LIST PART 2
FOR THE PERIOD ENDING NOVEMBER 30, 2016

| CHQ # | SUPPLIER | DESCRIPTION | AMOUNT | DEPT. |
|-------|---------------------|--|--------------------|-------------|
| 32154 | Aurora TPI Travel | Waste water conf. - J. Foote and J. Mercredi | \$ 4,564.35 | WTP |
| 32155 | Anna's Home Cooking | ABC meeting | \$ 108.68 | Legislative |
| | | TOTAL | <u>\$ 4,673.03</u> | |



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

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

1. Call to Order

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

2. Review

a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: D/M Smith

Seconded by: Cr. Patel

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

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

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

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

3. Recreation

a. Recreation Services

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

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

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

iv. Community Services Update

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

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

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

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

b. Recreation Advisory Board

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

4. Library

a. Library Services

- i. Library Statistics – The November, 2016, library statistics report was reviewed. The Director advised that the stats have increased from last month although are down from last year. He noted that attendance for Story Time is consistent and increasing. Additionally, the library is holding monthly cultural events and that the Chess Club program is well received. He noted that library programming is slowly increasing.

b. Advisory Board on Culture

- i. ABC Minutes December 7, 2016 – The ABC minutes were reviewed. Cr. Bell advised that the Unattended Children's Policy was reviewed and requested to be forwarded to RAB for review. She noted that the Computer Use Policy was also reviewed and recommended to be sent to Council for approval. Cr. Bell advised that the Friends of the Library had their AGM and held a book sale. They are also planning an event in January for Canada's 150th birthday. She noted that the museum has been busy with events and that their gift shop is open over the holidays. The board also reviewed the GNWT Cultural Strategic Framework document and will continue asset mapping at their next meeting. She requested that the Town surveys be brought to ABC in January.

5. Other Business

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

RECOMMENDATION

Moved by: Mayor Napier-Buckley

Seconded by: D/M Smith

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

CARRIED UNANIMOUSLY

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

RECOMMENDATION

Moved by: Cr. Bell

Seconded by: Mayor Napier-Buckley

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

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

OPPOSED – CR. PATEL, D/M SMITH

CARRIED

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

RECOMMENDATION

Moved by: D/M Smith

Seconded by: Cr. Patel

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

CARRIED UNANIMOUSLY

6. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Kikoak

Seconded by: Cr. Patel

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

CARRIED UNANIMOUSLY

7. Date of Next Meeting

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

8. Adjournment

RECOMMENDATION

Moved by: Cr. Bell

Seconded by: Cr. Patel

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

CARRIED UNANIMOUSLY



Town of Fort Smith
Municipal Services Committee Meeting
Tuesday, December 13, 2016 at 7:45 pm.

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

1. Call to Order

Cr. Dumont called the meeting to order at 7:45 pm.

2. Review

a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Tuckey

Seconded by: Cr. Kikoak

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

b. Minutes – The minutes of November 8, 2016, were reviewed and were adopted at the Council meeting of November 15, 2016. Administration advised that the extended arms for the new street lights are due to arrive in Fort Smith on December 15th. He noted that the NT Power Corporation has requested that the locations for the new lights be marked to ensure they are placed correctly. Cr. Holtorf asked how rates are set for street lights. Administration advised that the Town pays a flat rate per light which includes maintenance and bulbs. He noted that LED lights are being used for the new light poles which are significantly cheaper. D/M Smith attend the public waste management consultation and thought it was interesting. He asked what the next step in the waste management plan process is. Administration advised that the consultants are developing a final report with more justified and robust calculations. He noted that the proposed levy, if implemented, would be \$5-\$10 per household. The final report will break down why that amount is required. He noted that there will be further community consultations if Council decides to implement the plan. The next step in the process is to improve the quality of information and present the findings to Council. It was asked how many households receive water bills. Administration advised that there are approximately 800 households.

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

d. 2016 Capital Plan – The Capital Plan was reviewed. Administration advised that the 2017 Capital Plan would be brought to Council after the O&M Budget is approved. Additionally, he is hoping to bring the 20 Year Capital Plan to Council once a solution is found for the deficit. Cr. Holtorf asked if there would be a lot of carryover from the 2016 Capital Plan. Administration advised that there would be carryover, new projects, and projects coming from the 20 Year Capital Plan.

3. Sustainable Development

a. Sustainable Development Advisory Board

- i. SDAB Minutes November 10, 2016 – The SDAB minutes were reviewed. Cr Patel advised that SDAB held their AGM and that Chris Westwell was appointed as Chair. She noted that the board is looking for direction on projects.
- ii. SDAB Minutes December 8, 2016 – The SDAB minutes were reviewed. Cr. Patel advised that there was a thorough review of the Zoning Bylaw in regards to lack of industrial land in Fort Smith and the tiny home initiative. She noted that the board was quite engaged and may wish to recommend amending the Zoning Bylaw. Cr. Holtorf asked if the Strategic Planning Consultants would be meeting with the advisory boards. Administration advised that the Town is currently doing surveys for the strategic plan and that the next step would be stakeholder meetings. He would like the consultants to meet individually with the advisory boards.

4. Protective Services

a. Fire Department

- i. Statistics Report – The November, 2016, statistics report was reviewed. Administration advised that November was a quiet month for the Fire Department. He noted that the Fire Department has been burning the brush piles behind axe handle hill left from Operation Nanook. He noted that they will be burning brush piles behind the Tamarac Crescent next.

b. Ambulance Department

- i. Statistics Report – The November, 2016, statistics report was reviewed. Administration advised that the Ambulance Department was busy as usual in November. Additionally, he advised that the Job Description for the Prevention Services Supervisor is complete and that the position will be advertised next week in News North. He is hoping to have the position staffed by late January.

Cr. Kikoak asked if the Town has received any correspondence in regards to the Alberta Government fire breaking communities in Alberta. Administration received a call from SLFN's Land Administrator who advised that the Alberta Government would be cutting fire breaks in SLFN land. Cr. Kikoak asked if there is opportunity to have more fire breaks cut. Administration believes that a southern contractor will be performing the work and is unsure of the window for additional work. D/M Smith noted that he is an Executive on the Fort Smith Ski Club and that the fire breaking will promote tourism and trail enhancement. He noted that the project is rapidly approaching. Cr. Kikoak felt that this would be a good opportunity to work with SLFN and the Alberta Government. She encouraged Administration and the Mayor to contact the contractor about doing additional fire breaking. Administration will consider this and bring back additional information. Cr. Patel thanked the Fire Department for doing their annual food and toy drive. Cr. Holtorf hopes the GNWT is involved in the fire breaking initiative. Mayor Napier-Buckley will contact the MLA to see if there are any fire abatement plans for Fort Smith.

- c. Bylaw Department – Administration was happy to have the Bylaw Officer back to work.

d. Emergency Preparedness

5. Bylaw/Policy Review and Development

Mayor Napier-Buckley noted that the Bylaw Review Committee meeting will be rescheduled as Council met with the MLA on the set date and time of the last scheduled meeting. Administration will plan to have Bylaw Review Committee meetings the first Friday of every month. Mayor Napier-Buckley noted that the next meeting would be on January 6th at 12:00 pm.

6. Other Business

- a. Briefing Note 2017 Draft Budget – The briefing note and 2017 draft budget were reviewed. Administration advised that the budget has been revised since Corporate Services on December 6th. He noted that Corporate Services was fully attended and he has implemented changes as polled by Council. He noted that the budget is balanced with increases to medivac fees of \$200 per call. With a property tax revenue of 3.28%, there would be a surplus of \$100,000 in the O&M Budget. Additionally, there is a surplus of \$103,000 in the Utility Budget and that tipping fees will be increased by 15% resulting in a \$102,000 increase in the Environmental Budget. Administration recommends that the Financial Administration Bylaw be amended to ensure that the \$100,000 surplus in each budget is annually contributed to reserves to ensure it is used for capital projects. He advised that other actions include updating the Mill Rate Bylaw and the Consolidated Rates and Fees Bylaw to reflect new revenue requirements. Administration would like to include additional fees in the Consolidated Rates and Fees Bylaw for asbestos, the lagoon and lottery licensing. He noted that currently any collections over \$24,000 for lottery licensing goes in to a special reserve. He noted the importance of putting money into reserves to replace infrastructure rather than going into debenture and paying interest payments to the bank. Mayor Napier-Buckley asked if the \$300,000 annual reserve contribution will go against the 20 Year Capital Plan deficit. Cr. Tuckey feels that Council needs to put into reserves to prepare for the future. Cr. Tuckey is a rate payer and in support of a 3% increase to contribute to reserves for future planning. She felt that it would be irresponsible to not leave money for asset replacement for future generations. Cr. Patel requested an update in the current amount in reserves. Administration will provide the information with the Capital Plan. Cr. Kikoak is in support of the O&M Budget as presented and suggested levies on the water bills be implemented sooner than later to reduce impact when implementing the waste management initiative. Cr. Patel asked how the \$34,000 advertising budget is being spent. Administration advised that in 2016, \$20,000 was allocated to the Town's 50th Anniversary Celebration Galla Event. He noted that call-out software and Council newsletter templates have also been purchased. In addition to this, the money is used for mail drops, water bill inserts and other forms of communications to engage the public. Cr. Patel felt that the budget should be reduced and Council should be more engaged with messaging. Cr. Patel would like a property tax break for a year for residents to enhance their properties. She also felt that there are a lot of areas in the budget to reduce costs. Cr. Patel supports levies. D/M Smith felt that the Town is a good employer giving employees a 2% salary increase. He also noted that after research, the proposed property tax increase is in line with the cost of living inflation increase and felt that implementing the increase would demonstrate a responsible government. He noted the importance of having funds in reserves to act quickly on purchases that are good for the community, for example the arena after the fire. Cr. Holtorf asked if there would be a press release. Administration confirmed this. Cr. Tuckey advised that there are large upcoming projects and the Town needs to contribute funding for the projects. Cr. Patel requested the interest rate for the reserves. Cr. Patel asked if there are other options rather than amending the Financial Administration Bylaw. Mayor Napier-Buckley advised that the bylaw would be amended to ensure the commitment to the public that the money is going into reserves.

RECOMMENDATION

Moved by: D/M Smith

Seconded by: Cr. Tuckey

That Council accepts the 2017 Draft Budget as presented in its most recent form.

IN FAVOUR – CR. TUCKEY, D/M SMITH, CR. KIKOAK, CR. HOLTORF

OPPOSED – CR. BELL, CR. PATEL

CARRIED

7. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Patel

Seconded by: Cr. Tuckey

That Cr. Dumont and Cr. McArthur be excused from the Municipal Services Standing Committee Meeting on December 13, 2016.

CARRIED UNANIMOUSLY

8. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on January 10, 2016.

Cr. Tuckey will be calling in to the Council meeting on December 20th. Cr. Bell may not be in Town and Cr. McArthur will be away.

9. Adjournment

RECOMMENDATION

Moved by: Cr. Patel

Seconded by: Cr. Bell

That the meeting be adjourned at 9:27 pm.

CARRIED UNANIMOUSLY



BRIEFING NOTE

To: Mayor and Council

Date: December 9, 2016

Subject: 2017 O&M Budget

Purpose:

To obtain approval from Council for the 2017 O&M Budget.

Background:

The draft 2017 Operation & Maintenance (O&M) Budget as presented is a 'status quo' budget. That is, there is no level of service increase requested by Administration. All indications are that residents are satisfied with the level of service currently offered by the Town.

Specifically, Community Services are well-received and efforts are underway to increase service offers through leveraging outside resources (volunteers, support organisations and societies, other levels of government). Note that Community Services staffing was increased by 0.95 FTE (Full Time Equivalent position) for 2016, which has facilitated improved service. Summer Municipal Services were augmented in 2016 with the addition of 1.0 FTE, and the increase in level of service appears to have resulted in resident satisfaction. Last winter, Municipal Services were increased via the use of overtime and casual labour (i.e., no FTE increase) and resident satisfaction with snow removal was improved; the intent is to provide a similar level of service in 2017, supported by the Director of Municipal Services position which is currently funded at 1.0 FTE but filled at 0.6 FTE. One area that needs improvement is Prevention Services (unsightly properties, bylaw enforcement, etc.) which will be addressed via the recently approved Prevention Supervisor position.

Utility prices are not expected to increase significantly for 2017, and other budget areas have proven sufficient for operations. As such, the only changes proposed to the 2017 O&M Budget are forced growth to salaries; specifically, the 2.25% bargained increase, and any step increases received by employees in 2017. Note that the total O&M Budget (General, Utility, Environment) for the Town of Fort Smith is approximately \$11.9M, of which \$4.5M is salaries. This equates to 38% of the budget, low by all standards (47% if you remove flow-through amounts from the budget; GNWT block capital funding, school tax). Even so, consider a 2.25% bargained increase and approximate 2.75% step increase applied to this amount; this equates to a \$225k annual increase just due to salaries. For 2017 this number is closer to \$175k (\$134k to General, \$32k to Utility, \$9k to Environment); it is lower than calculated due to some employees not progressing to the next step (employees at maximum step,

part-time employees) employees not receiving steps (casual employees) and employees not receiving bargain increases (SAO). This is equivalent to a 6% property tax revenue increase, which can be expected for years 2018 and beyond.

For 2017, the salary increase is offset by increases in Government of the Northwest Territories (GNWT) block funding, and a reduction in the third installment of the Town Arctic Winter Games (AWG) contribution. Specifically, an increase of \$107k for General operations and \$62k for Utilities, and a reduction in the AWG contribution of \$30k (from \$50k to \$20k). This is offset by a \$31k increase in Arena debenture payments and an \$80k increase for the Prevention Supervisor position.

For General, this results in an overall deficit of \$108k. For Utility this results in a reduced increase in reserve contribution from \$76k in 2016 to \$106k in 2017 (an increase of \$30k, but note the \$62k revenue increase offset by a salary increase of \$32k). For Environment this results in a reduction in reserve contribution from \$108k in 2016 to \$99k in 2017 (a reduction of \$9k).

The O&M General Budget \$108k deficit can be addressed through various means; targeted user fee increases, general user fee increases, tax revenue increase, or expense reductions. Expense reductions are not recommended given the mature nature of the Town budget; as previously stated, there is no blood left in this stone, and any reduction in expenses should be offset by reductions in level of service. Level of service reductions are not recommended.

Update 1:

The attached draft 2017 O&M Budget indicates adjustments that have been made which have resulted in a balanced budget. These adjustments include revenue increases and allocations between budgets:

- A \$47k increase is realised in Property Tax Revenue due to a \$69k increase in the Salt River First Nation (SRFN) Payment in lieu of Taxes (PILT) and a \$30k increase in governmental Grants in Lieu (GIL). These increases are due to the transfer of lands from the Federal Government to SRFN and offset by a \$52k reduction in other property taxes due to reassessments resulting from the General Assessment late in 2015. Note that this revenue increase will be seen in 2016 also.
- Given that \$80k of the deficit is associated with the new Prevention Supervisor position, and the role of this position is 1/3 ambulance-related, \$25k is recovered through increased medivac recoveries (an 11% or \$200 per call increase from 2016).
- The Town expects to generate an additional \$18k through a fully-subscribed after-school care program and an additional \$2k in lottery license revenue when new lotteries (Chase the Ace) are implemented.
- \$7k is allocated to the Environment budget for Works vehicle repairs and maintenance to account for equipment use at the Landfill, this will reduce the Environment surplus accordingly. Similarly, the utility fund allocation is increased by \$17k in order to correct a previous omission in the budget (a \$17k expense had been included in the Environment budget to address use of Works facilities, but the matching revenue had never been entered into the General budget).
- Revenues and allocations are offset by a previously unbudgeted \$1k for VIC PPE, \$4k after-school care program materials (required the increased enrollment) and \$3.5k additional Arena costs (janitorial, IT).

Given that the budget is now balanced, Council still has the opportunity to consider revenue generation. Again, revenue can be generated with:

- Property Tax Revenue - a 1% increase is equivalent to approximately \$30k. From a historical perspective, recent property tax revenue increases have been as follows:
 - 2009 6%
 - 2010 7%
 - 2011 9%
 - 2012 1%
 - 2013 2%
 - 2014 5%
 - 2015 2%
 - 2016 5% (General Assessment)
- General/Recreation User Fees - User fees were increased in 2016 by 10%. The proposed 2017 Budget would increase medivacs by 11%. Lottery license revenue is currently at the \$24k maximum (any revenue beyond this is required to be placed into a reserve to be administered by a joint community leadership review panel to support recreation and cultural programs within Fort Smith municipal boundaries as per the Lottery Licensing Bylaw). There is need to amend some of the fees in the 2016 Consolidated Rates & Fees Bylaw.
- Tipping Fees - Tipping fees were last increased in 2015. They are currently not representative of the cost to manage the items received at the Landfill, as the Environment Budget does not include capital replacement or waste diversion costs. Further, there are some omissions in fees charged; there are no fees for asbestos, paint, or batteries.
- Water & Sewer Fees (including Solid Waste and Service Interruption Levies) - Water & Sewer Fees were last increased in 2015. These fees and levies are not representative of the cost to manage the associated infrastructure, as the Utility and Environment Budgets do not include capital replacement or waste diversion costs. There is a need to update the fees to include Sewage Lagoon tipping fees.

A note on levies. Given that the General Budget is balanced and both the Utility and Environment Budgets are in surplus, there is a need to ensure that any new revenue generated goes directly to reserve and is not absorbed by increased operating and maintenance costs. This is required to satisfy both MACA and, presumably, the public. This could be accomplished with a bylaw requiring a set annual contributions to reserves (modification of the current Financial Administration Bylaw is possible). In the case of the Utility and Environment Budgets this is more easily accomplished with a levy (i.e., a Landfill Replacement Levy, or a Water and Sewer Infrastructure Replacement Levy) which are established in bylaw and would have a dedicated reserve. Use of levies to populate capital reserves would leave fee increases available to offset any increased O&M costs.

Update 2:

The attached draft 2017 O&M Budget has been modified from the previous version as follows:

- A \$100k property tax revenue has been added to the General O&M Budget. This equates to an approximate, average property tax increase for residents of 3.28%. This results in a budget surplus of \$100k.
- The Utility O&M Budget is unchanged, and showing a budget surplus of \$103k.
- Tipping fees in the Environment O&M Budget have been increased by 15%. This results in an

estimated revenue increase of \$10k and creates a budget surplus of \$102k.

If the proposed changes are approved, recommended next steps are:

- Modify the Financial Administration bylaw to require annual capital reserve contributions as follows:
 - General O&M \$100k
 - Utility O&M \$100k
 - Enviro O&M \$100k

This is an annual \$300k contribution to reserves. This would legislate that any surplus revenues generated in 2017, and subsequent years, go towards capital infrastructure replacement and are not absorbed into operating costs. Any future operating cost increases would have to be addressed with additional user fees, levies, and property tax revenue increases.

- Update the Mill Rate Bylaw to reflect the new property tax revenue requirements.
- Update the Consolidated Rates & Fees Bylaw to reflex new revenue requirements; 11% medivac increase, 15% tipping fee increase. There is also opportunity at this time to add additional fees (Sewage Lagoon tipping, as well as fees to receive asbestos, paint, etc.) and update and increase Lottery License fees.

Options:

- The Town has immediate infrastructure replacement needs. Rather than saving funds for the future via capital reserve contributions, the Town could borrow funds now and use property tax revenues as debenture payments. Debentures are typically 10-year instruments, so a debenture payment equivalent to the proposed property tax revenue increase (\$100k annually) would be valued at approximately \$1M less interest payments. The Town has a borrowing limit of \$10M of which \$4M is already committed. Benefits of this are the immediate availability of the funds and the fact that the project-specific property tax revenue increase might be more justifiable to residents; downside is the requirement to pay interest (as opposed to generating interest on funds in reserve).
- No Water & Sewer fees or levies are proposed for 2017 given the proposed property tax revenue increase; increases in both property tax and utility fees would double tax most residents. Further, the pending waste diversion initiative may result in the requirement for an additional levy; two levies in quick succession may be seen as onerous by residents. Should Council wish to increase revenue generation for the Utility and Environment budgets, the use of levies is recommended. Ie, a Landfill Replacement Levy is easily quantified; cell construction is estimated at \$1.5M every 10 years, resulting in a need to commit \$150k to capital reserve annually. This would result in an approximate \$8 monthly levy for all residents. A similar exercise could be used to establish a levy for water and sewer infrastructure replacement. There may also be opportunity to offset/delay pending recycling costs through the use of outside funding which may become available but is not necessarily guaranteed on an annual basis.

Recommendation:

That the 2017 O&M Budget be approved as presented.

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
GENERAL OPERATING FUND**

| | | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget | | | |
|---------------------------------------|------------------------------|------------------------|----------------------|-------------------------|-------------------------|-------------------|-------------------|---------------------------------|
| PROPERTY TAX REVENUE | | | | | | | | |
| 1-1-0110-201 | RESIDENTIAL PROPERTY | - | 1,372,107 | 35,853 | - | 1,407,960 | -1,407,960 | assessment changes |
| 1-1-0110-202 | NON-RESIDENTIAL PROPERTY | - | 547,952 | 16,433 | - | 564,385 | -564,385 | assessment changes |
| 1-1-0120-205 | FEDERAL GIL | - | 211,836 | - | - | 211,836 | -211,836 | total below |
| 1-1-0120-206 | CROWN CORP GIL | - | 20,029 | - | - | 20,029 | -20,029 | total below |
| 1-1-0120-207 | GOVT. NWT GIL | - | 808,143 | - | 30,295 | 777,848 | -777,848 | assessment changes |
| 1-1-0120-208 | SRFN PILT | - | 103,843 | - | 69,037 | 34,806 | -34,806 | assessment changes |
| 1-1-0130-203 | FRONTAGE TAX | | | | | | | |
| TOTAL TAX REVENUE | | - | -3,164,358.45 | -100,448 | - | -3,016,864 | -3,016,864 | \$100k increase = 3.28% approx. |
| SALE OF SERVICES REVENUE | | | | | | | | |
| 1-1-0140-209 | AMBULANCE RECOVERIES - GNWT | | | | | | | |
| 1-1-0140-210 | AMBULANCE RECOVERIES | - | 253,400 | - | 25,000 | 228,400 | -228,400 | 11%/\$200 per medivac increase |
| 1-1-0140-211 | THIRD PARTY RECOVERIES | - | - | - | - | | | |
| 1-1-0140-212 | CEMETERY RECOVERIES | - | 2,200 | - | - | 2,200 | -2,200 | R |
| 1-1-0140-213 | FIRE DEPARTMENT SL | - | 3,300 | - | - | 3,300 | -3,300 | R |
| 1-1-0140-215 | SPRING CLEANUP & RECOVERIES | - | - | - | - | | 0 | |
| TOTAL SALE OF SERVICES REVENUE | | - | 258,900 | - | - | -233,900 | -233,900 | |
| INTEREST INCOME | | | | | | | | |
| 1-1-0150-223 | A/R INTEREST INCOME | - | 20,000 | - | - | 20,000 | -20,000 | |
| 1-1-0150-224 | BANK INTEREST INCOME | - | 10,000 | - | - | 10,000 | -10,000 | |
| 1-1-0150-225 | TAX INTEREST INCOME | - | 140,000 | - | - | 140,000 | -140,000 | |
| TOTAL INTEREST INCOME | | - | 170,000 | - | - | -170,000 | -170,000 | |
| GNWT GRANTS | | | | | | | | |
| 1-1-0175-095 | GAHR INITIATIVE - GNWT GRANT | - | 21,000 | - | 29,000 | 50,000 | -50,000 | reduced funding |
| TOTAL GNWT GRANTS | | - | 21,000 | - | - | 50,000 | 50,000 | |
| DEVELOPMENT PERMITS | | | | | | | | |
| 1-1-0180-222 | DEVELOPMENT PERMITS | - | 16,500 | - | - | 16,500 | -16,500 | R |
| TOTAL DEVELOPMENT PERMITS | | - | 16,500 | - | - | 16,500 | 16,500 | |
| FINES | | | | | | | | |
| 1-1-0190-220 | FINES | | | | | | 0 | |
| 1-1-0190-622 | BICYCLE HELMET - FINES | | | | | | 0 | |
| TOTAL FINES | | | 0 | | | 0 | 0 | |
| TAX CERTIFICATES | | | | | | | | |
| 1-1-0200-218 | TAX CERTIFICATES | | | | | | 0 | |
| TOTAL TAX CERTIFICATES | | | 0 | | | 0 | 0 | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
GENERAL OPERATING FUND**

| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget | |
|--|------------------------|--------------------|-------------------------|-------------------------|----------|
| LICENCES | | | | | |
| 1-1-0210-217 | | | | 0 | |
| 1-1-0210-219 | 22,000 | - | 22,000 | -22,000 | R |
| TOTAL LICENCES | 22,000 | | -22,000 | -22,000 | |
| MISC. REVENUE | | | | | |
| 1-1-0215-216 | | | | | |
| 1-1-0215-232 | 5,500 | - | 5,500 | -5,500 | |
| 1-1-0215-233 | 5,500 | - | 5,500 | -5,500 | R |
| TOTAL MISC. REVENUE | 11,000 | | -11,000 | -11,000 | |
| ANIMAL CONTROL | | | | | |
| 1-1-0730-221 | | | | 0 | |
| 1-1-0730-233 | | | | | |
| TOTAL ANIMAL CONTROL | 0 | | 0 | 0 | |
| FIRE ABATEMENT | | | | | |
| 1-1-1115-028 | | | | | |
| TOTAL FIRE ABATEMENT | | | - | 0 | |
| PROGRAMS - PUBLIC WORKS | | | | | |
| 1-1-1505-050 | | | | | |
| TOTAL - PUBLIC WORKS | | | - | - | |
| TOURISM GRANT | | | | | |
| 1-1-2605-022 | | | | | |
| 1-1-2605-214 | | | | | |
| TOTAL TOURISM GRANT | | | 0 | 0 | |
| TOURISM REVENUE | | | | | |
| 1-1-2610-093 | | | | | Spelling |
| 1-1-2610-257 | 25,000 | - | 25,000 | -25,000 | |
| 1-1-2610-267 | | | | | |
| 1-1-2610-268 | | | | | |
| TOTAL TOURISM REVENUE | 25,000 | - | 25,000 | 25,000 | |
| RECREATION ADMINISTRATION | | | | | |
| 1-1-3010-258 | 15,500 | - | 15,500 | -15,500 | |
| 1-1-3010-262 | 24,000 | - | 24,000 | -24,000 | |
| TOTAL RECREATION ADMINISTRATION | 39,500 | - | -39,500 | -39,500 | |
| DAY CAMP | | | | | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
GENERAL OPERATING FUND**

| | 2017 | | 2017 | | 2017 | 2016 | | |
|---|-----------------------|---------------|-------------------|----------|------------------------|------------------------|---------|-------------------------|
| | REVISED BUDGET | | ADJUSTMENT | | PROPOSED BUDGET | Approved Budget | | |
| 1-1-3020-229 RECREATION - DAY CAMP REVENUE | - | 22,000 | - | - | 22,000 | -22,000 | R | |
| 1-1-3020-258 DAY CAMP GRANTS | - | | | | | | | |
| TOTAL DAY CAMP REVENUE | - | 22,000 | | - | 22,000 | - 22,000 | | |
| AFTER SCHOOL PROGRAM | | | | | | | | |
| 1-1-3025-227 AFTER FOUR PROGRAM FEES | - | 40,000 | - | 18,000 | - | 22,000 | -22,000 | R, increased enrollment |
| 1-1-3025-258 AFTER FOUR PROGRAM GRANTS | - | 3,300 | | | | 3,300 | -3,300 | |
| TOTAL AFTER SCHOOL PROGRAM | - | 43,300 | | - | 25,300 | - 25,300 | | |
| POOL | | | | | | | | |
| 1-1-3030-230 REVENUE - POOL | | | | | | 0 | | |
| 1-1-3030-258 GRANT REVENUE - POOL | | | | | | 0 | | |
| TOTAL POOL REVENUE | | | | | - | - | | |
| LOTTERY LICENSING | | | | | | | | |
| 1-1-3040-233 LOTTERY LICENSING | - | 24,000 | - | 2,000 | - | 22,000 | -22,000 | R, increased revenue |
| TOTAL LOTTERY LICENSING | - | 24,000 | | - | 22,000 | - 22,000 | | |
| ARENA | | | | | | | | |
| 1-1-3060-226 REVENUE - ARENA | - | 49,500 | - | - | 49,500 | -49,500 | R | |
| 1-1-3060-521 DONATION ARENA FIRE RECOVERY | | - | | | | | | |
| 1-1-3060-522 ARENA INSURANCE PROCEEDS | | - | | | | | | |
| TOTAL ARENA | - | 49,500 | | - | 49,500 | - 49,500 | | |
| BALL PARK | | | | | | | | |
| 1-1-3080-231 REVENUE - BALL PARK | - | 1,100 | - | - | 1,100 | -1100 | R | |
| TOTAL BALL PARK | - | 1,100 | | - | 1,100 | - 1,100 | | |
| RECREATION SPECIAL EVENTS | | | | | | | | |
| 1-1-3100-058 PARENTS AND TOTS - RECREATION SPECIAL EV | - | 7,800 | | | 7,800 | -7,800 | | |
| 1-1-3100-060 GET ACTIVE - RECREATION SPECIAL EVENTS | - | 2,000 | | | 2,000 | -2000 | | |
| 1-1-3100-061 45TH BIRTHDAY EVENTS - RECREATION SPECIA | | - | | | | | | |
| 1-1-3100-081 FIRST NIGHT FIREWORKS - RECREATION SPECI | | - | | | | | | |
| 1-1-3100-093 FORT SMITH AS A TOURISM DESTINATION | | - | | | | | | |
| 1-1-3100-099 TOWN HALL GALLERY - GNWT GRANT | | - | | | | | | |
| 1-1-3100-135 WOOD BUFFALO FROLICS - RECREATION SPECIA | - | 4,500 | | | 4,500 | -4500 | | |
| 1-1-3100-136 SOUTH SLAVE FRIENDSHIP FESTIVAL - RECREA | | - | | | | | | |
| 1-1-3100-254 CANADA DAY REVENUE - RECREATION SPECIAL | - | 5,000 | | | 5,000 | -5,000 | | |
| 1-1-3100-258 SPECIAL PROGRAM GRANTS | | - | | | | 0 | | |
| 1-1-3100-261 RECREATION SPECIAL EVENTS | | - | | | | | | |
| 1-1-3100-263 YOUTH CENTRE INITIATIVE | - | 14,000 | | | 14,000 | -14000 | | |
| 1-1-3100-264 REGIONAL YOUTH SPORTS EVENTS | | - | | | | | | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
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| | 2017 | 2017 | 2017 | 2016 | | |
|---|-----------------------|-------------------|------------------------|------------------------|------------|---|
| | REVISED BUDGET | ADJUSTMENT | PROPOSED BUDGET | Approved Budget | | |
| 1-1-3100-266 VOLUNTEER RECOGNITION FUNDING | | | | | | |
| TOTAL RECREATION SPECIAL EVENTS | - 33,300 | - - | 33,300 - | 33,300 | | |
| CONTRIBUTION AGREEMENTS - RECREATION | | | | | | |
| 1-1-3105-060 GET ACTIVE - REC. SPECIAL EVENTS | | | | | | |
| 1-1-3105-261 RECREATION SPECIAL EVENTS - RSE | | | | | | |
| 1-1-3105-522 ARENA - MACA PROCEEDS | | | | | | |
| TOTAL CONTRIBUTION AGREEMENT REVENUE | | | - | - | | |
| RCC | | | | | | |
| 1-1-3140-227 REVENUE - RCC PROGRAM | - | 190,500 | 2,000 - | 192,500 | -192,500 | R, reallocate to concession/vending revenue |
| 1-1-3140-228 REVENUE - RCC LEASE | - | 19,272 | - - | 19,272 | -19,272 | |
| 1-1-3140-233 CURLING CLUB LOUNGE RENTALS | | - | - | | | |
| 1-1-3140-234 REVENUE - PETE'S GYM | | - | - | | 0 | |
| 1-1-3140-260 RCC CONCESSION/VENDING REVENUE | - | 14,100 - | 2,000 - | 12,100 | -12,100 | R, reallocate from RCC revenue |
| 1-1-3140-261 REVENUE - RCC SPECIAL PROGRAMS | | - | - | | | |
| 1-1-3140-262 SPORT AND RECREATION FUNDING - RCC | | - | - | | | |
| TOTAL RCC REVENUE | - 223,872 | - - | 223,872 - | 223,872 | | |
| LIBRARY | | | | | | |
| 1-1-3150-005 GNWT CONTRIBUTION - LIBRARY | | - | | | | |
| 1-1-3150-010 CONTRIBUTION AGREEMENT - LIBRARY | | - | | | | |
| 1-1-3150-017 TELEPHONE RECOVERY - LIBRARY | | - | | | | |
| 1-1-3150-071 MATERIALS & SUPPLIES RECOVERY - LIBRARY | - | 550 | - - | 550 | -550 | |
| 1-1-3150-114 COLLECTION DEVELOPMENT RECOVER - LIBRARY | - | 550 | - - | 550 | -550 | |
| 1-1-3150-233 REVENUE - LIBRARY | | | | | | |
| TOTAL LIBRARY | - 1,100 | - - | 1,100 - | 1,100 | | |
| GNWT CONTRIBUTION - LIBRARY | | | | | | |
| 1-1-3155-005 GNWT CONTRIBUTION - LIBRARY | | | | | 0 | |
| TOTAL GNWT CONTRIBUTION - LIBRARY | | | - | - | | |
| UNCONDITIONAL GRANTS | | | | | | |
| 1-1-3220-235 BLOCK FUNDING | - | 1,920,000 | 107,000 - | 1,813,000 | -1,813,000 | increased funding |
| 1-1-3220-236 INSURANCE CONTRIBUTION | - | 14,000 | - | 14,000 | -14,000 | |
| 1-1-3220-237 BLOCK FUNDING - CAPITAL | | - | | | | |
| 1-1-3220-241 CONTRIBUTION FROM RESERVE | | | | | | |
| TOTAL UNCONDITIONAL GRANTS | - 1,934,000 | - - | 1,827,000 - | 1,827,000 | | |
| CONDITIONAL GRANTS | | | | | | |
| 1-1-3225-250 TRANSFERRED FROM CAPITAL ASSETS | - | 910,000 | - | 910,000 | -910,000 | |
| 1-1-3225-257 OTHER GRANTS | | - | | | | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
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| | 2017 | 2017 | 2017 | 2016 |
|---|-----------------------|-------------------|------------------------|------------------------|
| | REVISED BUDGET | ADJUSTMENT | PROPOSED BUDGET | Approved Budget |
| 1-1-3225-258 GAS TAX INCOME | - | 863,000 | - | 863,000 |
| 1-1-3225-260 REC CENTRE AIR HANDLING UPGRADE - CANADA | - | - | - | -863,000 |
| 1-1-3225-265 CPIF REVENUE | - | 1,114,000 | - | 1,114,000 |
| 1-1-3225-620 TRANSFER FROM SURPLUS - AWG | - | - | - | 0 |
| TOTAL CONDITIONAL GRANTS | - | 2,887,000 | - | 2,887,000 |

SCHOOL TAX

| | | | | |
|---|----------|----------------|----------|----------------|
| 1-1-3350-238 SCHOOL PORTION TAXABLE | - | 290,000 | - | 290,000 |
| 1-1-3350-239 SCHOOL PORTION FEDERAL | - | 30,000 | - | 30,000 |
| 1-1-3350-240 SCHOOL PORTION CROWN CORP. | - | - | - | 0 |
| TOTAL SCHOOL TAX REVENUE | - | 320,000 | - | 320,000 |

YEAREND PROJECT REVENUES

| | | | | |
|---------------------------------------|----------|----------|----------|----------|
| 1-1-3900-300 YEAREND PROJECT REVENUES | - | - | - | - |
| TOTAL YEAREND PROJECT REVENUE | - | - | - | - |

EXPENSES

LEGISLATIVE

| | | | | |
|---|----------------|----------|----------------|----------------|
| 1-2-0510-001 WAGES - MAYOR & COUNCIL | 120,000 | - | 120,000 | 120,000 |
| 1-2-0510-002 NORTHERN ALLOWANCE - MAYOR & COUNCIL | - | - | - | 0 |
| 1-2-0510-006 BENEFITS - MAYOR & COUNCIL | 6,000 | - | 6,000 | 6,000 |
| 1-2-0510-009 SRFN PLANNING CHAIR FEES - LEGISLATIVE | 3,000 | - | 3,000 | 3,000 |
| 1-2-0510-015 TRAVEL - COUNCIL | 10,000 | - | 10,000 | 10,000 |
| 1-2-0510-018 MISCELLANEOUS- COUNCIL | 1,000 | - | 1,000 | 1,000 |
| 1-2-0510-023 DONATIONS | 5,000 | - | 5,000 | 5,000 |
| 1-2-0510-024 LONG SERVICE AWARDS - LEGISLATIVE | 1,500 | - | 1,500 | 1,500 |
| 1-2-0510-026 NWTAM/FCM MEMBERSHIP FEES | 8,000 | - | 8,000 | 8,000 |
| 1-2-0510-031 PHOTOCOPIER LEASE | - | - | - | - |
| 1-2-0510-042 COMPUTER | - | - | - | - |
| 1-2-0510-070 ARCTIC WINTER GAMES CONTRIBUTION | 20,000 | - | 20,000 | 50,000 |
| 1-2-0510-071 PUBLIC RELATIONS | 15,000 | - | 15,000 | 15,000 |
| TOTAL LEGISLATIVE EXPENSES | 189,500 | - | 189,500 | 219,500 |

\$3k for inventory

DOWN TOWN DEVELOPMENT

| | | | | |
|--|---------------|----------|---------------|---------------|
| 1-2-0520-001 WAGES - DOWNTOWN DEVELOPMENT | 22,846 | - | 22,846 | 21,823 |
| 1-2-0520-002 NORTHERN ALLOWANCE - DOWNTOWN DEVELOPMENT | 3,241 | - | 3,241 | 3,086 |
| 1-2-0520-006 BENEFITS - DOWNTOWN DEVELOPMENT | 3,427 | - | 3,427 | 3,273 |
| 1-2-0520-007 PPE/CLOTHING/UNIFORM ALLOWANCE | - | - | - | - |
| 1-2-0520-071 DOWNTOWN DEVELOPMENT M/S | 10,000 | - | 10,000 | 10,000 |
| TOTAL DOWN TOWN DEVELOPMENT | 39,513 | - | 39,513 | 38,182 |

ADMINISTRATION PERSONNEL

**TOWN OF FORT SMITH
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| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget |
|---|------------------------|--------------------|-------------------------|-------------------------|
| 1-2-0530-001 WAGES - ADMINISTRATION | 576,329 | | 576,329 | 556,328 |
| 1-2-0530-002 NORTHERN ALLOWANCE - ADMINISTRATION | 46,295 | | 46,295 | 46,295 |
| 1-2-0530-006 BENEFITS - ADMINISTRATION | 103,739 | | 103,739 | 100,139 |
| 1-2-0530-007 PPE/CLOTHING/UNIFORM ALLOWANCE | - | | | |
| 1-2-0530-012 RECRUITING/RELOCATION | - | | | 0 |
| 1-2-0530-013 TRAINING - ADMINISTRATION | 10,000 | | 10,000 | 10,000 |
| 1-2-0530-017 TELEPHONE - ADMINISTRATION PERSONNEL | - | | - | 0 |
| 1-2-0530-042 COMPUTER ASSISTANCE - ADMINISTRATION PER | - | | - | 0 |
| 1-2-0530-090 LABOUR ALLOCATION | - | | - | 0 |
| TOTAL ADMINISTRATION PERSONNEL | 368,004 | | 368,004 | 354,462 |
| ADMINISTRATION OFFICE COSTS | | | | |
| 1-2-0540-015 TRAVEL - ADMINISTRATION | 3,000 | | 3,000 | 3,000 |
| 1-2-0540-016 FREIGHT | - | | | |
| 1-2-0540-017 TELEPHONE/FAX | 20,000 | | 20,000 | 20,000 |
| 1-2-0540-018 MISCELLANEOUS | 2,000 | | 2,000 | 2,000 |
| 1-2-0540-021 ADVERTISING | 34,000 | | 34,000 | 34,000 |
| 1-2-0540-026 PUB/SUBSCRIPT/MEMBERSHIPS | 2,000 | | 2,000 | 2,000 |
| 1-2-0540-031 PHOTOCOPIER LEASE | 22,000 | | 22,000 | 22,000 |
| 1-2-0540-033 PRINTING | - | | | |
| 1-2-0540-034 POSTAGE | 6,000 | | 6,000 | 6,000 |
| 1-2-0540-042 WEBSITE HOSTING/SUPPORT | 4,000 | | 4,000 | 4,000 |
| 1-2-0540-045 LEGAL COSTS | 15,000 | | 15,000 | 15,000 |
| 1-2-0540-050 ICS PLAN | - | - | - | 0 |
| 1-2-0540-071 OFFICE SUPPLIES | 16,000 | | 16,000 | 16,000 |
| 1-2-0540-074 CONTRACTED COSTS | - | | | |
| 1-2-0540-085 DATA ENTRY ASSET MANAGEMENT - ADMINISTRA | - | | | |
| 1-2-0540-086 POSTAL EQUIPMENT LEASE | 5,000 | | 5,000 | 5,000 |
| 1-2-0540-092 NEGOTIATION COSTS - ADMINISTRATION | - | | - | 0 |
| 1-2-0540-400 AMORTIZATION - GENERAL GOVERNMENT | 53,000 | | 53,000 | 53,000 |
| TOTAL ADMINISTRATION OFFICE COSTS | 182,000 | | 182,000 | 182,000 |
| TOWN HALL OPERATIONS | | | | |
| 1-2-0550-061 WATER | 1,500 | | 1,500 | 1,500 |
| 1-2-0550-062 POWER | 12,000 | | 12,000 | 12,000 |
| 1-2-0550-063 FUEL | 8,000 | | 8,000 | 8,000 |
| 1-2-0550-065 R/M EQUIPMENT | 5,000 | | 5,000 | 5,000 |
| 1-2-0550-066 R/M BUILDING | 8,000 | | 8,000 | 8,000 |
| 1-2-0550-068 JANITORIAL COSTS | 4,500 | | 4,500 | 4,500 |
| 1-2-0550-083 VEHICLE GAS/OIL | 3,000 | | 3,000 | 3,000 |
| 1-2-0550-084 VEHICLE R/M | 2,000 | | 2,000 | 2,000 |
| TOTAL TOWN HALL OPERATIONS | 44,000 | | 44,000 | 44,000 |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
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| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget |
|--|------------------------|--------------------|-------------------------|-------------------------|
| PLANNING/LANDS | | | | |
| 1-2-0560-001 WAGES - PLANNING | - | | | 0 |
| 1-2-0560-002 NORTHERN ALLOWANCE - PLANNING | - | | | 0 |
| 1-2-0560-006 BENEFITS- PLANNING | - | | | 0 |
| 1-2-0560-021 ADVERTISING | - | | - | 0 |
| 1-2-0560-025 TRAINING AND TRAVEL - PLANNING /LANDS | - | | | 0 |
| 1-2-0560-042 COMPUTER | - | | | |
| 1-2-0560-071 MATERIALS | 1,000 | | 1,000 | 1,000 |
| 1-2-0560-074 CONTRACTED COSTS | 3,000 | | 3,000 | 3,000 |
| TOTAL PLANNING/LANDS | 4,000 | | 4,000 | 4,000 |
| FINANCIAL MANAGEMENT | | | | |
| 1-2-0570-042 COMPUTER ASSISTANCE | 47,550 | - | 47,550 | 47,550 |
| 1-2-0570-046 FORENSIC AUDIT | - | | | |
| 1-2-0570-088 AUDIT FEES | 46,000 | | 46,000 | 46,000 |
| 1-2-0570-095 BUILDING RESERVE | - | | | |
| 1-2-0570-096 MOBILE EQUIPMENT RESERVE | - | | | |
| 1-2-0570-097 PERPETUAL CARE RESERVE | - | | | |
| 1-2-0570-098 GENERAL RESERVE FUND | - | | | |
| TOTAL FINANCIAL MANAGEMENT | 93,550 | | 93,550 | 93,550 |
| TAXATION COSTS | | | | |
| 1-2-0580-021 TAXATION ADVERTISING | - | | | 0 |
| 1-2-0580-032 STATIONARY | - | | | |
| 1-2-0580-260 BOARD OF REVISION | 1,000 | | 1,000 | 1,000 |
| TOTAL TAXATION COSTS | 1,000 | | 1,000 | 1,000 |
| ELECTION/PLEBESCITE COSTS | | | | |
| 1-2-0590-075 ELECTION COSTS | - | | | 0 |
| 1-2-0590-076 PLEBISCITES COST | - | | | |
| TOTAL ELECTION/PLEBESCITE COSTS | - | | - | - |
| INSURANCE | | | | |
| 1-2-0600-052 GENERAL INSURANCE | 110,000 | | 110,000 | 110,000 |
| TOTAL INSURANCE | 110,000 | | 110,000 | 110,000 |
| GRANTS - COMMUNITY | | | | |
| 1-2-0610-130 SCHOOL GRANTS | 500 | | 500 | 500 |
| 1-2-0610-131 SENIORS GRANTS | - | | | |
| 1-2-0610-132 MUSEUM GRANTS | 25,000 | | 25,000 | 25,000 |
| 1-2-0610-133 OTHER GRANTS | - | | | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
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| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget | |
|---------------------------------|------------------------|--------------------|-------------------------|-------------------------|---|
| 1-2-0610-138 | | | | | EVENT GRANTS |
| | - | | | 0 | |
| TOTAL GRANTS - COMMUNITY | 25,500 | | 25,500 | 25,500 | |
| BYLAW ENFORCEMENT | | | | | |
| 1-2-0705-001 | 84,716 | | 84,716 | 82,852 | WAGES - BYLAW ENFORCEMENT |
| 1-2-0705-002 | 7,716 | | 7,716 | 7,716 | NORTHERN ALLOWANCE - BYLAW ENFORCEMENT |
| 1-2-0705-006 | 16,943 | | 16,943 | 16,570 | BENEFITS - BYLAW ENFORCEMENT |
| 1-2-0705-007 | - | | | | PPE/CLOTHING/UNIFORM ALLOWANCE |
| 1-2-0705-013 | 1,000 | | 1,000 | 1,000 | TRAINING - BYLAW ENFORCEMENT |
| 1-2-0705-016 | - | | | 0 | FREIGHT |
| 1-2-0705-017 | 1,700 | | 1,700 | 1,700 | TELEPHONE |
| 1-2-0705-070 | - | | - | 0 | BYLAW PROMOTION |
| 1-2-0705-071 | 7,000 | | 7,000 | 7,000 | MATERIAL/SUPPLIES |
| 1-2-0705-083 | 5,000 | | 5,000 | 5,000 | UNIT 5 DIESEL/OIL |
| 1-2-0705-084 | 2,000 | | 2,000 | 2,000 | UNIT 5 R/M |
| TOTAL BYLAW ENFORCEMENT | 126,075 | | 126,075 | 123,838 | |
| PREVENTION SERVICES | | | | | |
| 1-2-0710-001 | 77,496 | - | 77,496 | 0 | WAGES - PREVENTION SERVICES SUPERVISOR |
| 1-2-0710-002 | 7,716 | - | 7,716 | 0 | NORTHERN ALLOWANCE - PREVENTION SERVICES SUPERV |
| 1-2-0710-006 | 15,499 | - | 15,499 | 0 | BENEFITS - PREVENTION SERVICES SUPERVISOR |
| 1-2-0710-007 | - | | | 0 | PPE/CLOTHING/UNIFORM ALLOWANCE |
| 1-2-0710-017 | 4,000 | | 4,000 | 4,000 | TELEPHONE |
| 1-2-0710-071 | 1,200 | | 1,200 | 1,200 | MATERIALS/SUPPLIES |
| 1-2-0710-091 | - | | | | LANDSLIDE PREVENTION |
| TOTAL EMERGENCY SERVICES | 105,911 | | 105,911 | 5,200 | |
| AMBULANCE SERVICES | | | | | |
| 1-2-0715-001 | 40,182 | - | 44,182 | 60,000 | WAGES - AMBULANCE |
| 1-2-0715-002 | - | 4,000 | | 0 | NORTHERN ALLOWANCE - AMBULANCE |
| 1-2-0715-006 | 4,418 | - | 4,418 | 5,618 | BENEFITS |
| 1-2-0715-007 | 4,000 | 4,000 | - | | CAR ALLOWANCE - AMBULANCE |
| 1-2-0715-008 | - | | | | PPE/CLOTHING/UNIFORM ALLOWANCE |
| 1-2-0715-013 | 5,000 | | 5,000 | 5,000 | TRAINING - AMBULANCE |
| 1-2-0715-019 | 5,000 | | 5,000 | 5,000 | RADIO COMMUNICATION |
| 1-2-0715-065 | 3,000 | | 3,000 | 3,000 | EQUIPMENT R/M |
| 1-2-0715-071 | 15,000 | | 15,000 | 15,000 | MATERIALS/SUPPLIES |
| 1-2-0715-083 | 2,000 | | 2,000 | 2,000 | AMBULANCE GAS/OIL |
| 1-2-0715-084 | 5,000 | | 5,000 | 5,000 | AMBULANCE R/M |
| 1-2-0715-086 | 33,500 | | 33,500 | 33,500 | AMBULANCE BAY LEASE |
| 1-2-0715-105 | 21,000 | - | 50,000 | 50,000 | GAHR INITIATIVE - AMBULANCE |
| 1-2-0715-618 | 25,000 | 29,000 | 25,000 | 25,000 | TRANSFER TO RESERVES FOR AMBULANCE REPLACEMENT |

**TOWN OF FORT SMITH
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| | 2017 | 2017 | 2017 | 2016 |
|---|-----------------------|-------------------|------------------------|------------------------|
| | REVISED BUDGET | ADJUSTMENT | PROPOSED BUDGET | Approved Budget |
| TOTAL AMBULANCE SERVICES | 163,100 | | 192,100 | 209,118 |
| SAFETY EQUIPMENT | | | | |
| 1-2-0720-070 PROMOTION | | | | |
| 1-2-0720-071 SAFETY EQUIPMENT | | | | |
| TOTAL SAFETY EQUIPMENT | | | - | - |
| ANIMAL CONTROL | | | | |
| 1-2-0730-017 TELEPHONE | - | | | |
| 1-2-0730-061 WATER | 1,000 | | 1,000 | 1,000 |
| 1-2-0730-062 POWER | 4,000 | | 4,000 | 4,000 |
| 1-2-0730-063 FUEL | 4,000 | | 4,000 | 4,000 |
| 1-2-0730-065 EQUIPMENT R/M | 1,000 | | 1,000 | 1,000 |
| 1-2-0730-066 BUILDING R/M | 2,000 | | 2,000 | 2,000 |
| 1-2-0730-071 MATERIALS/SUPPLIES | 3,000 | | 3,000 | 3,000 |
| 1-2-0730-074 CONTRACTED COSTS | 3,000 | | 3,000 | 3,000 |
| TOTAL ANIMAL CONTROL | 18,000 | | 18,000 | 18,000 |
| FIRE DEPARTMENT ADMINISTRATION | | | | |
| 1-2-1110-001 WAGES - FIRE DEPARTMENT | 36,000 | - | 36,000 | 48,000 |
| 1-2-1110-002 NORTHERN ALLOWANCE - FIRE DEPARTMENT | - | | | |
| 1-2-1110-006 BENEFITS - FIRE DEPARTMENT | 3,600 | - | 3,600 | 4,800 |
| 1-2-1110-007 CAR ALLOWANCES | 8,000 | | 8,000 | 8,000 |
| 1-2-1110-013 TRAINING - FIRE DEPARTMENT ADMIN | 4,000 | | 4,000 | 4,000 |
| 1-2-1110-018 MISCELLANEOUS | - | | | |
| 1-2-1110-026 MEMBERSHIPS | 1,000 | | 1,000 | 1,000 |
| 1-2-1110-070 PROMOTION | 2,000 | | 2,000 | 2,000 |
| 1-2-1110-071 MATERIAL/SUPPLIES | 5,000 | | 5,000 | 5,000 |
| 1-2-1110-105 GAHR INITIATIVE - FIRE DEPT | - | | | 0 |
| 1-2-1110-400 AMORTIZATION - PROTECTIVE SERVICES | 86,000 | | 86,000 | 86,000 |
| TOTAL FIRE DEPARTMENT ADMINISTRATION | 145,600 | | 145,600 | 158,800 |
| FIRE ALARM SYSTEM | | | | |
| 1-2-1120-017 TELEPHONE | 4,500 | | 4,500 | 4,500 |
| 1-2-1120-065 R/M FIRE ALARM SYSTEM | 500 | | 500 | 500 |
| TOTAL FIRE ALARM SYSTEM | 5,000 | | 5,000 | 5,000 |
| HYDRANT MAINTENANCE | | | | |
| 1-2-1130-071 MATERIALS/SUPPLIES | 2,500 | | 2,500 | 2,500 |
| 1-2-1130-072 TOWN LABOUR | - | | | 0 |
| TOTAL HYDRANT MAINTENANCE | 2,500 | | 2,500 | 2,500 |

**TOWN OF FORT SMITH
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| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget | |
|--|------------------------|--------------------|-------------------------|-------------------------|----------------------|
| FIRE HALL OPERATIONS | | | | | |
| 1-2-1140-017 TELEPHONE | 3,600 | | 3,600 | 3,600 | |
| 1-2-1140-061 WATER | 1,100 | | 1,100 | 1,100 | |
| 1-2-1140-062 POWER | 6,500 | | 6,500 | 6,500 | |
| 1-2-1140-063 FUEL | 9,000 | | 9,000 | 9,000 | |
| 1-2-1140-065 EQUIPMENT R/M | 5,000 | | 5,000 | 5,000 | |
| 1-2-1140-066 BUILDING R/M | 5,000 | | 5,000 | 5,000 | |
| 1-2-1140-068 JANITORIAL COSTS | 1,300 | | 1,300 | 1,300 | |
| TOTAL FIRE HALL OPERATIONS | 31,500 | | 31,500 | 31,500 | |
| FIRE FIGHTING EQUIPMENT | | | | | |
| 1-2-1150-007 PPE/CLOTHING/UNIFORM ALLOWANCE | 500 | | 500 | 500 | |
| 1-2-1150-016 FREIGHT | - | | - | 0 | |
| 1-2-1150-071 FIRE FIGHT. EQUIP. R/M | 10,000 | | 10,000 | 10,000 | |
| 1-2-1150-082 SETTLEMENT OF STORAGE FEE DISPUTE | - | | - | - | |
| 1-2-1150-083 PUMPER 1 & 2 GAS/OIL | 1,500 | | 1,500 | 1,500 | |
| 1-2-1150-084 PUMPER 1 & 2 R/M | 10,000 | | 10,000 | 10,000 | |
| 1-2-1150-087 EQUIPMENT RENTAL | - | | - | - | |
| TOTAL FIRE FIGHTING EQUIPMENT | 22,000 | | 22,000 | 22,000 | |
| PUBLIC WORKS ADMINISTRATION | | | | | |
| 1-2-1505-001 WAGES - PUBLIC WORKS | 437,035 | | 437,035 | 413,414 | |
| 1-2-1505-002 NORTHERN ALLOWANCE - PUBLIC WORKS | 46,295 | | 46,295 | 46,295 | |
| 1-2-1505-006 BENEFITS - PUBLIC WORKS | 109,259 | | 109,259 | 103,353 | |
| 1-2-1505-007 PPE/CLOTHING/UNIFORM ALLOWANCE | 3,000 | | 3,000 | 3,000 | |
| 1-2-1505-013 TRAINING - PW ADMIN | 4,000 | | 4,000 | 4,000 | |
| 1-2-1505-016 FREIGHT | - | | - | 0 | |
| 1-2-1505-017 TELEPHONE | - | | - | 0 | |
| 1-2-1505-071 PW SAFETY EQUIPMENT | - | | - | 0 | |
| 1-2-1505-090 LABOUR ALLOCATED | - | | - | - | |
| TOTAL PUBLIC WORKS ADMINISTRATION | 450,329 | | 450,329 | 426,709 | |
| PW MOBILE EQUIPMENT | | | | | |
| 1-2-1510-083 PW VECH. GAS/OIL | 48,000 | - | 50,000 | 50,000 | reallocate to FM |
| 1-2-1510-084 PW VECH. R/M | 20,000 | - | 27,000 | 27,000 | reallocate to Enviro |
| TOTAL PW MOBILE EQUIPMENT | 68,000 | | 77,000 | 77,000 | |
| SMALL TOOLS | | | | | |
| 1-2-1520-071 SMALL TOOLS | 2,000 | | 2,000 | 2,000 | |
| TOTAL SMALL TOOLS | 2,000 | | 2,000 | 2,000 | |
| 7 BAY GARAGE OPERATIONS | | | | | |

**TOWN OF FORT SMITH
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GENERAL OPERATING FUND**

| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget |
|---|------------------------|--------------------|-------------------------|-------------------------|
| 1-2-1530-017 TELEPHONE | 6,500 | | 6,500 | 6,500 |
| 1-2-1530-060 OFFICE SUPPLIES | 1,000 | | 1,000 | 1,000 |
| 1-2-1530-061 WATER | 2,500 | | 2,500 | 2,500 |
| 1-2-1530-062 POWER | 10,000 | | 10,000 | 10,000 |
| 1-2-1530-063 FUEL | 30,000 | | 30,000 | 30,000 |
| 1-2-1530-065 EQUIPMENT R/M | 6,000 | | 6,000 | 6,000 |
| 1-2-1530-066 BUILDING R/M | 10,000 | | 10,000 | 10,000 |
| 1-2-1530-071 MATERIALS/SUPPLIES | 10,000 | | 10,000 | 10,000 |
| 1-2-1530-086 VEHICLE/EQUIPMENT LEASE | 50,000 | | 50,000 | 50,000 |
| TOTAL 7 BAY GARAGE OPERATIONS | 126,000 | | 126,000 | 126,000 |
| ROADS & SIDEWALKS | | | | |
| 1-2-1540-071 RD/SIDEWALKS MATERIALS/SUPPLIES | 30,000 | | 30,000 | 30,000 |
| 1-2-1540-079 BOARDWALK MAINTENANCE | - | | - | - |
| TOTAL ROADS & SIDEWALKS | 30,000 | | 30,000 | 30,000 |
| DRAINS & DITCHES | | | | |
| 1-2-1545-071 DRAINS/DITCHES MATERIALS/SUPPLIES | - | | - | 0 |
| 1-2-1545-074 WINTER ROAD CONTRIBUTION | 5,000 | | 5,000 | 5,000 |
| 1-2-1545-400 AMORTIZATION - TRANSP & PUBLIC WORKS | 450,000 | | 450,000 | 450,000 |
| TOTAL DRAINS & DITCHES | 455,000 | | 455,000 | 455,000 |
| KAESER'S CANAL | | | | |
| 1-2-1550-071 MATERIALS/SUPPLIES | - | | - | - |
| TOTAL KAESER'S CANAL | - | | - | - |
| STREET SANDING | | | | |
| 1-2-1560-071 MATERIALS/SUPPLIES | 40,000 | | 40,000 | 40,000 |
| TOTAL STREET SANDING | 40,000 | | 40,000 | 40,000 |
| SNOW REMOVAL | | | | |
| 1-2-1570-071 COUNTRY ROADS | - | | - | - |
| 1-2-1570-074 CONTRACTED COSTS | - | | - | - |
| TOTAL SNOW REMOVAL | - | | - | - |
| STREET LIGHTING | | | | |
| 1-2-1580-062 POWER (STREET LIGHTS) | 75,000 | | 75,000 | 75,000 |
| 1-2-1580-071 CHRISTMAS STREET LIGHTS | - | | - | 0 |
| 1-2-1580-074 STREET LIGHTING CONTRACTED COSTS | 1,000 | | 1,000 | 1,000 |
| TOTAL STREET LIGHTING | 76,000 | | 76,000 | 76,000 |

\$30k for inventory

STREET SIGNS

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
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| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget | |
|---|------------------------|--------------------|-------------------------|-------------------------|---------------------------|
| 1-2-1590-071 STREET SIGN MATERIALS/SUPPLIES | 4,000 | | 4,000 | 4,000 | |
| TOTAL STREET SIGNS | 4,000 | | 4,000 | 4,000 | |
| SMALL EQUIPMENT | | | | | |
| 1-2-1600-083 SMALL EQUIPMENT GAS/OIL | 2,000 | | 2,000 | 2,000 | |
| 1-2-1600-084 SMALL EQUIPMENT R/M | 4,000 | | 4,000 | 4,000 | |
| TOTAL SMALL EQUIPMENT | 6,000 | | 6,000 | 6,000 | |
| UTILITY FUND ALLOCATION | | | | | |
| 1-2-1700-090 UTILITY FUND ALLOCATION | - | 80,000 | - | 17,000 | -63,000 |
| TOTAL UTILITY FUND ALLOCATION | - | 80,000 | - | 63,000 | -63,000 |
| | | | | | allocation to Environment |
| GARBAGE COLLECTION | | | | | |
| 1-2-2505-074 CONTRACTED COSTS | - | | - | - | |
| TOTAL GARBAGE COLLECTION | - | | - | - | |
| MUNICIPAL DUMP | | | | | |
| 1-2-2510-071 MATERIALS/SUPPLIES | - | | - | - | |
| 1-2-2510-072 TOWN LABOUR | - | | - | - | |
| 1-2-2510-074 CONTRACTED COSTS | - | | - | - | |
| 1-2-2510-083 GAS/OIL UNIT 24 | - | | - | - | |
| 1-2-2510-084 REPAIR/MAINT. UNIT 24 | - | | - | - | |
| 1-2-2510-400 AMORTIZATION - ENVIR & PUBLIC HEALTH | - | | - | - | |
| TOTAL MUNICIPAL DUMP | - | | - | - | |
| ANNUAL CLEAN UP | | | | | |
| 1-2-2520-071 MATERIALS SUPPLIES | 1,500 | | 1,500 | 1,500 | |
| 1-2-2520-072 TOWN LABOUR | 20,000 | | 20,000 | 15,000 | |
| 1-2-2520-074 CONTRACTED COSTS | - | | - | - | |
| TOTAL ANNUAL CLEAN UP | 21,500 | | 21,500 | 16,500 | |
| CEMETERIES | | | | | |
| 1-2-2550-071 MATERIALS/SUPPLIES | 1,000 | | 1,000 | 1,000 | |
| 1-2-2550-072 TOWN LABOUR | 11,000 | | 11,000 | 10,000 | |
| 1-2-2550-074 CONTRACTED COSTS | 2,000 | | 2,000 | 2,000 | |
| 1-2-2550-615 TRANSFER TO PERPETUAL CARE RESERVE | - | | - | - | |
| TOTAL CEMETERIES | 14,000 | | 14,000 | 13,000 | |
| SENIOR CITIZENS | | | | | |
| 1-2-2560-020 TAX RELIEF PROGRAM | 128,400 | - | 128,400 | 128,400 | |
| TOTAL SENIOR CITIZENS | 128,400 | - | 128,400 | 128,400 | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
GENERAL OPERATING FUND**

| | 2017 | 2017 | 2017 | 2016 | |
|---|-----------------------|-------------------|------------------------|------------------------|-----------------------|
| | REVISED BUDGET | ADJUSTMENT | PROPOSED BUDGET | Approved Budget | |
| FACILITY MAINTENANCE | | | | | |
| 1-2-2570-001 | 480,051 | | 480,051 | 443,154 | |
| 1-2-2570-002 | 55,554 | | 55,554 | 53,239 | |
| 1-2-2570-006 | 96,010 | | 96,010 | 88,631 | |
| 1-2-2570-007 | 3,000 | | 3,000 | 3,000 | |
| 1-2-2570-013 | 8,000 | | 8,000 | 8,000 | |
| 1-2-2570-017 | 3,000 | | 3,000 | 3,000 | |
| 1-2-2570-071 | 6,000 | | 6,000 | 6,000 | |
| 1-2-2570-083 | 10,000 | 2,000 | 8,000 | 8,000 | reallocate from PW |
| 1-2-2750-084 | 6,000 | | 6,000 | 6,000 | |
| 1-2-2570-090 | - | | 168,018 | -155,104 | |
| TOTAL FACILITY MAINTENANCE | 499,597 | | 497,597 | 463,920 | |
| VISITOR INFORMATION SERVICES/EDO | | | | | |
| 1-2-2605-001 | 100,451 | | 100,451 | 94,446 | |
| 1-2-2605-002 | 7,715 | | 7,715 | 7,715 | |
| 1-2-2605-006 | 18,622 | | 18,622 | 17,453 | |
| 1-2-2605-007 | 1,000 | 1,000 | | | previously unbudgeted |
| 1-2-2605-015 | - | | | | |
| 1-2-2605-017 | 2,200 | | 2,200 | 2,200 | |
| 1-2-2605-021 | - | | | | |
| 1-2-2605-022 | 35,000 | | 35,000 | 35,000 | |
| 1-2-2605-071 | 1,000 | | 1,000 | 1,000 | |
| TOTAL VISITOR INFORMATION SERVICES/EDO | 165,988 | | 164,988 | 157,814 | |
| TOURISM | | | | | |
| 1-2-2610-021 | - | | | | |
| 1-2-2610-022 | - | | | | |
| 1-2-2610-026 | 300 | | 300 | 300 | |
| TOTAL TOURISM | 300 | | 300 | 300 | |
| EVENTS COORDINATOR | | | | | |
| 1-2-2615-001 | - | | | | |
| 1-2-2615-002 | - | | | | |
| 1-2-2615-006 | - | | | | |
| TOTAL EVENTS COORDINATOR | - | | - | - | |
| RECREATION ADMINISTRATION | | | | | |
| 1-2-3010-001 | 111,138 | | 111,138 | 102,953 | |
| 1-2-3010-002 | 7,716 | | 7,716 | 7,716 | |
| 1-2-3010-006 | 22,228 | | 22,228 | 20,591 | |
| 1-2-3010-007 | 2,000 | | 2,000 | 2,000 | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
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| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget | |
|--|--|--------------------|-------------------------|-------------------------|---------------------|
| 1-2-3010-012 | RECRUITING/RELOCATION | - | | | |
| 1-2-3010-013 | TRAINING - REC ADMIN | 5,000 | 5,000 | 5,000 | |
| 1-2-3010-015 | RECREATION TRAVEL (BOARD) | 1,000 | 1,000 | 1,000 | |
| 1-2-3010-017 | TELEPHONE - RECREATION ADMINISTRATION | - | | | |
| 1-2-3010-021 | ADVERTISING | - | | 0 | |
| 1-2-3010-023 | DONATED SERVICES | - | | | |
| 1-2-3010-026 | MEMBERSHIP FEES | 600 | 600 | 600 | |
| 1-2-3010-071 | MATERIALS SUPPLIES | 2,000 | 2,000 | 2,000 | |
| 1-2-3010-080 | SAFETY SUPPLIES | - | | | |
| 1-2-3010-083 | REC. VECH. GAS/OIL | 1,000 | 1,000 | 1,000 | |
| 1-2-3010-084 | REC. VECH. R/M | 1,500 | 1,500 | 1,500 | |
| 1-2-3010-258 | CHILD/YOUTH RESILIENCY | | | | |
| 1-2-3010-262 | SPORT & RECREATION GRANT - RECREATION AD | 24,000 | 24,000 | 24,000 | |
| TOTAL RECREATION ADMINISTRATION | | 178,181 | 178,181 | 168,360 | |
| SUMMER CAMP PROGRAM | | | | | |
| 1-2-3020-001 | WAGES - SUMMER CAMP | 16,318 | 16,318 | 15,959 | |
| 1-2-3020-002 | NORTHERN ALLOWANCE - SUMMER CAMP | 2,315 | 2,315 | 2,315 | |
| 1-2-3020-006 | BENEFITS - SUMMER CAMP | 3,264 | 3,264 | 3,192 | |
| 1-2-3020-007 | PPE/CLOTHING/UNIFORM ALLOWANCE | - | | | |
| 1-2-3020-071 | MATERIALS/SUPPLIES | 5,000 | 5,000 | 5,000 | |
| TOTAL SUMMER CAMP PROGRAM | | 26,897 | 26,897 | 26,466 | |
| AFTER FOUR PROGRAM | | | | | |
| 1-2-3025-001 | WAGES - AFTER 4 PROGRAM | 38,076 | 38,076 | 37,238 | |
| 1-2-3025-002 | NORTHERN ALLOWANCE - AFTER 4 PROGRAM | 5,401 | 5,401 | 5,401 | |
| 1-2-3025-006 | BENEFITS - AFTER 4 PROGRAM | 7,615 | 7,615 | 7,448 | |
| 1-2-3025-007 | PPE/CLOTHING/UNIFORM ALLOWANCE | - | | | |
| 1-2-3025-071 | MATERIALS - AFTER 4 PROGRAM | 8,000 | 4,000 | 4,000 | increase enrollment |
| TOTAL AFTER FOUR PROGRAM | | 59,093 | 55,093 | 54,087 | |
| SWIMMING POOL | | | | | |
| 1-2-3030-001 | WAGES - SWIMMING POOL | 304,072 | 304,072 | 296,373 | |
| 1-2-3030-002 | NORTHERN ALLOWANCE - SWIMMING POOL | 43,594 | 43,594 | 43,594 | |
| 1-2-3030-006 | BENEFITS - SWIMMING POOL | 60,814 | 60,814 | 59,275 | |
| 1-2-3030-007 | PPE/CLOTHING/UNIFORM - SWIMMING POOL | 2,000 | 2,000 | 2,000 | |
| 1-2-3030-013 | STAFF TRAINING | 10,000 | 10,000 | 10,000 | |
| 1-2-3030-016 | FREIGHT | - | | 0 | |
| 1-2-3030-017 | TELEPHONE | 2,000 | 2,000 | 2,000 | |
| 1-2-3030-021 | ADVERTISING | - | | 0 | |
| 1-2-3030-026 | MEMBERSHIPS | 500 | 500 | 500 | |
| 1-2-3030-027 | HEATING COSTS - SWIMMING POOL | 70,000 | 70,000 | 70,000 | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
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| | | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget | |
|----------------------------|-----------------------------|------------------------|--------------------|-------------------------|-------------------------|----------------------------------|
| 1-2-3030-037 | CHEMICALS | 15,000 | | 15,000 | 15,000 | |
| 1-2-3030-061 | WATER | - | | | 0 | |
| 1-2-3030-062 | POWER | - | | | 0 | |
| 1-2-3030-063 | FUEL | - | | | 0 | |
| 1-2-3030-065 | EQUIPMENT R/M | 15,000 | | 15,000 | 15,000 | |
| 1-2-3030-066 | BUILDING R/M | 7,000 | | 7,000 | 7,000 | |
| 1-2-3030-068 | CLEANING SUPPLIES | 3,000 | | 3,000 | 3,000 | |
| 1-2-3030-071 | MATERIALS/SUPPLIES | 9,550 | - 450 | 10,000 | 10,000 | reallocate to concession/vending |
| 1-2-3030-077 | PROGRAM SUPPLIES | 1,000 | | 1,000 | 1,000 | |
| TOTAL SWIMMING POOL | | 543,530 | | 543,980 | 534,742 | |
| NL MUSEUM | | | | | | |
| 1-2-3050-063 | FUEL | | | | | |
| 1-2-3050-067 | FUEL OIL RECOVERY | | | | | |
| TOTAL NL MUSEUM | | | | - | - | |
| ARENA | | | | | | |
| 1-2-3060-001 | WAGES - ARENA | - | | | 0 | |
| 1-2-3060-002 | NORTHERN ALLOWANCE - ARENA | - | | | 0 | |
| 1-2-3060-006 | BENEFITS - ARENA | - | | | 0 | |
| 1-2-3060-016 | FREIGHT | - | | | | |
| 1-2-3060-017 | TELEPHONE | 5,000 | 2,000 | 3,000 | 3,000 | increased IT requirements |
| 1-2-3060-061 | WATER | 3,000 | | 3,000 | 3,000 | |
| 1-2-3060-063 | FUEL | 30,000 | | 30,000 | 30,000 | |
| 1-2-3060-064 | PROPANE - HEAT | - | | | 0 | |
| 1-2-3060-065 | EQUIPMENT R/M | 5,000 | | 5,000 | 5,000 | |
| 1-2-3060-066 | BUILDING R/M | 25,000 | | 25,000 | 25,000 | |
| 1-2-3060-071 | MATERIALS/SUPPLIES | 7,500 | 1,500 | 6,000 | 6,000 | additional janitorial costs |
| 1-2-3060-072 | TOWN LABOUR | 126,013 | | 126,013 | 120,000 | |
| 1-2-3060-074 | CONTRACTED COSTS | 2,000 | | 2,000 | 2,000 | |
| 1-2-3060-083 | OLYMPIA ICE RESURFACER FUEL | 3,000 | | 3,000 | 3,000 | |
| 1-2-3060-084 | OLYMPIA ICE RESURFACER R/M | 2,000 | | 2,000 | 2,000 | |
| 1-2-3060-086 | ZAMBONI LEASE | - | | | | |
| TOTAL ARENA | | 208,513 | | 205,013 | 199,000 | |
| ICE PLANT | | | | | | |
| 1-2-3070-061 | WATER | 1,000 | | 1,000 | 1,000 | |
| 1-2-3070-062 | POWER | 65,000 | | 65,000 | 65,000 | |
| 1-2-3070-065 | EQUIPMENT R/M | 4,000 | | 4,000 | 4,000 | |
| 1-2-3070-071 | MATERIALS/SUPPLIES | 6,500 | | 6,500 | 6,500 | |
| 1-2-3070-074 | CONTRACTED COSTS | 7,500 | | 7,500 | 7,500 | |
| TOTAL ICE PLANT | | 84,000 | | 84,000 | 84,000 | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
GENERAL OPERATING FUND**

| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget |
|---|--------------------------------|----------------------------|---------------------------------|---------------------------------|
| BALL PARKS/SPORT FIELDS | | | | |
| 1-2-3080-061 WATER - BALL PARKS | - | | | 0 |
| 1-2-3080-062 POWER | - | | | 0 |
| 1-2-3080-065 EQUIPMENT R/M | 3,000 | | 3,000 | 3,000 |
| 1-2-3080-066 BUILDING R/M | 1,000 | | 1,000 | 1000 |
| 1-2-3080-071 MATERIALS/SUPPLIES | 4,000 | | 4,000 | 4,000 |
| TOTAL BALL PARKS/SPORT FIELDS | 8,000 | | 8,000 | 8,000 |
| PARKS/PLAYGROUNDS | | | | |
| 1-2-3090-001 WAGES - PARKS | - | | | 0 |
| 1-2-3090-002 NORTHERN ALLOWANCE - PARKS | - | | | 0 |
| 1-2-3090-006 BENEFITS - PARKS | - | | | 0 |
| 1-2-3090-065 EQUIPMENT R/M | 3,500 | | 3,500 | 3,500 |
| 1-2-3090-071 MATERIALS / SUPPLIES | 5,000 | | 5,000 | 5,000 |
| TOTAL PARKS/PLAYGROUNDS | 8,500 | | 8,500 | 8,500 |
| SPECIAL PROGRAMS | | | | |
| 1-2-3100-018 MISCELLANEOUS - SPECIAL PROGRAMS | - | | | 0 |
| 1-2-3100-056 45TH BIRTHDAY EXPENDITURES - SPECIAL PRO | - | | | 0 |
| 1-2-3100-057 GET ACTIVE EXPENDITURES - SPECIAL PROGRA | - | | | 0 |
| 1-2-3100-058 PARENTS AND TOTS - SPECIAL PROGRAMS | - | | | 0 |
| 1-2-3100-071 MATERIALS/ SUPPLIES | 3,000 | | 3,000 | 3,000 |
| 1-2-3100-081 FIRST NIGHT FIREWORKS | 11,000 | | 11,000 | 11,000 |
| 1-2-3100-099 TOWN HALL GALLERY - SPECIAL PROGRAMS | - | | | 0 |
| 1-2-3100-133 SKI CLUB | 5,000 | | 5,000 | 5,000 |
| 1-2-3100-134 GOLF CLUB | 5,000 | | 5,000 | 5,000 |
| 1-2-3100-135 WOOD BUFFALO FROLICS | 5,000 | | 5,000 | 5,000 |
| 1-2-3100-136 SOUTH SLAVE FRIENDSHIP FESTIVAL | 2,500 | | 2,500 | 2,500 |
| 1-2-3100-137 TASSS | - | | | 0 |
| 1-2-3100-138 EVENT GRANTS - SPECIAL PROGRAMS | - | | | 0 |
| 1-2-3100-139 CANADA DAY | 10,000 | | 10,000 | 10,000 |
| 1-2-3100-140 MACKENZIE YOUTH SUMMER GAMES | - | | | 0 |
| 1-2-3100-142 FORT SMITH BIRTHDAY - SPECIAL PROGRAMS | - | | | 0 |
| 1-2-3100-143 PADDLEFEST - SPECIAL PROGRAMS | 2,500 | | 2,500 | 2,500 |
| 1-2-3100-261 REC SPECIAL EVENTS | - | | | 0 |
| 1-2-3100-263 YOUTH CENTRE INITIATIVE | | | | 0 |
| 1-2-3100-264 REGIONAL YOUTH SPORTS EVENTS | - | | | 0 |
| 1-2-3100-265 NACC CONTRIBUTION | 5,000 | | 5,000 | 5,000 |
| 1-2-3100-400 AMORTIZATION - RECREATION & CULTURE | 321,000 | | 321,000 | 321,000 |
| TOTAL SPECIAL PROGRAMS | 370,000 | | 370,000 | 370,000 |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
GENERAL OPERATING FUND**

| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget | |
|--|--|--------------------|-------------------------|-------------------------|----------------|
| TENNIS COURTS | | | | | |
| 1-2-3110-071 | MATERIALS/SUPPLIES | - | | | |
| TOTAL TENNIS COURTS | | | | | |
| OUTDOOR RINK/SKATEBOARD PARK | | | | | |
| 1-2-3120-071 | MATERIALS & SUPPLIES | - | | | |
| TOTAL OUTDOOR RINK/SKATEBOARD PARK | | | | | |
| SLIDING HILL | | | | | |
| 1-2-3130-071 | MATERIALS/SUPPLIES | - | | | |
| TOTAL SLIDING HILL | | | | | |
| RECREATION AND COMMUNITY CENTRE | | | | | |
| 1-2-3140-001 | WAGES - REC & COM CENTRE | 539,594 | | 539,594 | 518,209 |
| 1-2-3140-002 | NORTHERN ALLOWANCE - REC & COM CENTRE | 57,097 | | 57,097 | 57,097 |
| 1-2-3140-006 | BENEFITS - REC & COM CENTRE | 107,919 | | 107,919 | 103,642 |
| 1-2-3140-007 | PPE/CLOTHING/UNIFORM ALLOWANCE | - | | | |
| 1-2-3140-013 | TRAINING | 4,500 | | 4,500 | 4,500 |
| 1-2-3140-016 | FREIGHT | - | | | 0 |
| 1-2-3140-017 | TELEPHONE | 12,000 | | 12,000 | 12,000 |
| 1-2-3140-027 | HEATING COSTS - RECREATION & COMMUNITY C | 70,000 | | 70,000 | 70,000 |
| 1-2-3140-050 | PLANNING - RECREATION & COMMUNITY CENTRE | - | | | 0 |
| 1-2-3140-061 | WATER | 2,000 | | 2,000 | 2,000 |
| 1-2-3140-062 | POWER | 125,000 | | 125,000 | 125,000 |
| 1-2-3140-063 | HEATING COSTS | - | | | 0 |
| 1-2-3140-065 | R/M EQUIPMENT | 6,000 | | 6,000 | 6,000 |
| 1-2-3140-066 | R/M BUILDING | 25,000 | | 25,000 | 25,000 |
| 1-2-3140-068 | JANITORIAL COSTS | 14,000 | | 14,000 | 14,000 |
| 1-2-3140-069 | PROGRAMS | - | | | 0 |
| 1-2-3140-071 | MATERIALS AND SUPPLIES | 23,700 | - 1,300 | 25,000 | 25,000 |
| 1-2-3140-073 | CAPITAL EQUIPMENT | - | | | 0 |
| 1-2-3140-074 | CONTRACTED COSTS | 5,000 | | 5,000 | 5,000 |
| 1-2-3140-078 | CONCESSION/VENDING SUPPLIES | 8,750 | 1,750 | 7,000 | 7,000 |
| 1-2-3140-086 | EQUIPMENT LEASE | - | | | |
| TOTAL RECREATION AND COMMUNITY CENTRE | | | | | |
| | | 1,000,560 | | 1,000,110 | 974,448 |
| CURLING ICE PLANT | | | | | |
| 1-2-3145-061 | ICE PLANT WATER | - | | | 0 |
| 1-2-3145-062 | ICE PLANT POWER | - | | | 0 |
| 1-2-3145-065 | ICE PLANT R/M EQUIPMENT | 5,000 | | 5,000 | 5,000 |
| 1-2-3145-071 | ICE PLANT MATERIALS | 1,000 | | 1,000 | 1000 |
| 1-2-3145-074 | ICE PLANT CONTRACTED COSTS | 5,000 | | 5,000 | 5,000 |

reallocate to concession/vending

reallocate from RCC and Pool M&S

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
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| | 2017 | 2017 | 2017 | 2016 |
|--|-----------------------|-------------------|------------------------|------------------------|
| | REVISED BUDGET | ADJUSTMENT | PROPOSED BUDGET | Approved Budget |
| TOTAL CURLING ICE PLANT | 11,000 | | 11,000 | 11,000 |
| LIBRARY | | | | |
| 1-2-3150-001 WAGES - LIBRARY | 68,336 | | 68,336 | 65,167 |
| 1-2-3150-002 NORTHERN ALLOWANCE - LIBRARY | 9,452 | | 9,452 | 9,452 |
| 1-2-3150-006 BENEFITS- LIBRARY | 10,250 | | 10,250 | 9,775 |
| 1-2-3150-007 PPE/CLOTHING/UNIFORM ALLOWANCE | - | | | |
| 1-2-3150-015 AUTHOR TRAVEL | 1,000 | | 1,000 | 1000 |
| 1-2-3150-017 TELEPHONE | 2,000 | | 2,000 | 2,000 |
| 1-2-3150-021 ADVERTISING | - | | | 0 |
| 1-2-3150-031 PHOTOCOPIER COSTS | - | | | 0 |
| 1-2-3150-061 WATER | 2,000 | | 2,000 | 2,000 |
| 1-2-3150-062 POWER | 4,000 | | 4,000 | 4,000 |
| 1-2-3150-063 FUEL | 5,000 | | 5,000 | 5,000 |
| 1-2-3150-065 EQUIPMENT R/M | 1,200 | | 1,200 | 1,200 |
| 1-2-3150-066 BUILDING R/M | 4,000 | | 4,000 | 4,000 |
| 1-2-3150-068 JANITORIAL COSTS | 4,500 | | 4,500 | 4,500 |
| 1-2-3150-071 MATERIALS/SUPPLIES | 8,000 | | 8,000 | 8,000 |
| 1-2-3150-073 INTERNET ACCESS | - | | | 0 |
| 1-2-3150-114 COLLECTION DEVELOPMENT - LIBRARY | 15,000 | | 15,000 | 15,000 |
| 1-2-3150-115 CONTRIBUTION EXPENDITURES - LIBRARY | - | | - | |
| TOTAL LIBRARY | 134,738 | | 134,738 | 131,094 |
| TAX DISCOUNTS | | | | |
| 1-2-3305-106 TAX DISCOUNTS | - | | | |
| TOTAL TAX DISCOUNTS | - | | - | - |
| GENERAL DEBENTURES | | | | |
| 1-2-3310-109 DEBENTURE INTEREST | 342,368 | - | 342,368 | 146,201 |
| 1-2-3310-110 DEBENTURE PRINCIPAL | 171,184 | - | 171,184 | 335,226 |
| TOTAL GENERAL DEBENTURES | 513,552 | | 513,552 | 481,427 |
| OTHER DEBT CHARGES | | | | |
| 1-2-3320-102 BANKING SERVICE CHARGES | 25,000 | | 25,000 | 25,000 |
| 1-2-3320-103 INTEREST SEC./DEP. | - | | | |
| 1-2-3320-104 COLLECTION FEE | - | | | |
| TOTAL OTHER DEBT CHARGES | 25,000 | | 25,000 | 25,000 |
| BAD DEBT ALLOWANCES | | | | |
| 1-2-3330-107 BAD DEBT GENERAL | 15,000 | | 15,000 | 15,000 |
| 1-2-3330-108 BAD DEBT GIL | | | | |
| TOTAL BAD DEBT ALLOWANCES | 15,000 | | 15,000 | 15,000 |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
GENERAL OPERATING FUND**

| | 2017 REVISED BUDGET | 2017 ADJUSTMENT | 2017 PROPOSED BUDGET | 2016 Approved Budget | |
|---------------------------------------|------------------------|--------------------|-------------------------|-------------------------|--|
| CAPITAL FROM REVENUE | | | | | |
| 1-2-3340-120 | | | | | GENERAL GOVERNMENT |
| 1-2-3340-121 | | | | | PROTECTIVE SERVICES |
| 1-2-3340-122 | | | | | PUBLIC WORKS |
| 1-2-3340-123 | | | | | ENVIRONMENTAL HEALTH SERVICES |
| 1-2-3340-124 | | | | | RECREATION & CULTURAL |
| TOTAL CAPITAL FROM REVENUE | | | - | - | |
| SCHOOL TAX REQUISITION | | | | | |
| 1-2-3350-112 | 320,000 | | 320,000 | 320,000 | GOV'T. OF NWT REQUISITION |
| 1-2-3350-113 | | | | | SCHOOL TAX REQUISITION (RECOVERY) |
| TOTAL SCHOOL TAX REQUISITION | 320,000 | | 320,000 | 320,000 | |
| CASH SHORT/OVER | | | | | |
| 1-2-3360-111 | | | | | CASH OVER/SHORT |
| TOTAL CASH SHORT/OVER | - | | - | - | |
| TRANSFER TO/FROM RESERVE | | | | | |
| 1-2-3370-615 | - | | | | TRANSFER TO MOBILE EQUIPMENT RESERVE |
| 1-2-3370-616 | 100,000 | 100,000 | - | - | TRANSFER TO MUNICIPAL INFRASTR RESERVE |
| 1-2-3370-617 | 863,000 | | 863,000 | 863,000 | TRANSFER TO GAS TAX RESERVE |
| 1-2-3370-618 | - | | | | TRANSFER TO EMERGENCY SERVICE RESERVE |
| 1-2-3370-619 | - | | | | TRANSFER TO COMPUTER REPLACE RESERVE |
| 1-2-3370-620 | - | | | | TRANSFER TO RECREATION RESERVE |
| 1-2-3370-621 | 1,114,000 | | 1,114,000 | 1,114,000 | TRANSFER TO GENERAL RESERVE |
| 1-2-3370-622 | - | | | | YE AUDIT TRANSFER TO RESERVES |
| 1-2-3370-623 | | | | | TRANSFER TO ENVIRONMENTAL RESERVE |
| 1-2-3370-624 | | | | | TRANSFER TO EITCA |
| 1-2-3370-625 | | | | | TRANSFER TO WATER AND SEWER |
| TOTAL TRANSFER TO/FROM RESERVE | 2,077,000 | | 1,977,000 | 1,977,000 | |
| YEAREND PROJECT EXPENSES | | | | | |
| 1-2-3900-295 | | | | | YEAREND PROJECT EXPENSES |
| TOTAL YEAREND PROJECT EXPENSES | | | - | - | |
| TOTAL REVENUE | 9,267,430 | | 8,996,936 | 8,996,936 | |
| TOTAL EXPENSES | 9,267,431 | | 9,211,931 | 8,995,917 | |
| BALANCE | 0 | | 214,995 | 1,019 | |

\$100k reserve contribution

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
UTILITY OPERATING FUND**

| | | 2017 | 2016 | | |
|---|------------------------------------|------------------------|------------------------|----------|-------------------|
| | | PROPOSED BUDGET | Approved Budget | | |
| REVENUE | | | | | |
| PIPED WATER REVENUE | | | | | |
| 3-1-0305-245 | METERED WATER REVENUE | - | 900,000 | -900,000 | R |
| 3-1-0305-246 | WATER HOOK-UP CHARGES | - | 5,000 | -5,000 | R |
| TOTAL PIPED WATER REVENUE | | - | 905,000 | - | 905,000 |
| TRUCKED WATER REVENUE | | | | | |
| 3-1-2060-247 | WATER DELIVERY REVENUE | - | 54,000 | -54,000 | R |
| 3-1-2060-248 | WATER CALL-OUT CHARGES | - | 600 | -600 | R |
| 3-1-2060-256 | WATER DELIVERY GRANT | | | | |
| 3-1-2060-259 | WATER DELIVERY CONTRACTED SERVICES | - | 88,000 | -88,000 | R |
| TOTAL TRUCKED WATER REVENUE | | - | 142,600 | - | 142,600 |
| SEWAGE PUMPOUT REVENUE | | | | | |
| 3-1-2100-249 | SEWAGE PUMP OUTS | - | 65,000 | -65,000 | R |
| 3-1-2100-259 | SEWAGE PUMPOUT SL | - | 12,000 | -12,000 | R |
| TOTAL SEWAGE PUMPOUT REVENUE | | - | 77,000 | - | 77,000 |
| WATER SEWER SUBSIDY | | | | | |
| 3-1-2200-250 | WATER SEWER SUBSIDY PROGRAM | - | 494,000 | -432,000 | increased funding |
| 3-1-2200-260 | W&S INTERRUPTION RESERVE | | | | |
| TOTAL WATER SEWER SUBSIDY | | - | 494,000 | - | 432,000 |
| TRANSFER FROM DEFERRED REVENUE | | | | | |
| 3-1-2210-250 | TRANSFER FROM DEFERRED REVENUE | | | | |
| TOTAL TRANSFER FROM DEFERRED REVENUE | | - | - | - | - |
| TRANSFER FROM INVESTMENT IN CAPITAL ASSETS | | | | | |
| 3-1-3370-400 | TRANSFER FOR CAPITAL ASSETS | - | 550,000 | 550,000 | |
| Total TRANSFER FROM INVESTMENT IN CAPITAL | | - | 550,000 | - | 550,000 |
| EXPENSES | | | | | |
| WATER DEPARTMENT ADMINISTRATION | | | | | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
UTILITY OPERATING FUND**

| | 2017 | 2016 |
|---|------------------------|------------------------|
| | PROPOSED BUDGET | Approved Budget |
| 3-2-2005-001 WAGES - WATER ADMIN/TREATMENT | 333,767 | 314,560 |
| 3-2-2005-002 NORTHERN ALLOWANCE - WATER ADMIN | 30,863 | 30,863 |
| 3-2-2005-006 BENEFITS | 66,753 | 62,912 |
| 3-2-2005-007 PPE/CLOTHING/UNIFORM ALLOWANCE | | |
| 3-2-2005-013 TRAINING - WATER DEPT ADMIN | 10,000 | 10,000 |
| 3-2-2005-021 ADVERTISING | 2,000 | 2,000 |
| 3-2-2005-032 STATIONERY (UT BILL) | 2,000 | 2,000 |
| 3-2-2005-034 POSTAGE | 6,500 | 6,500 |
| 3-2-2005-052 INSURANCE | 68,000 | 68,000 |
| 3-2-2005-055 LICENCES | 500 | 500 |
| 3-2-2005-071 OFFICE/SAFETY SUPPLIES | 4,000 | 4,000 |
| 3-2-2005-072 DAILY ADMINISTRATION ALLOCATION | 313,105 | 304,555 |
| 3-2-2005-083 UTILITY VECH. GAS/OIL | 7,000 | 7,000 |
| 3-2-2005-084 UTILITY VECH. R/M | 6,000 | 6,000 |
| 3-2-2005-094 DUE TO/FROM WATER/SEWER RESERVE | | - |
| 3-2-2005-095 TRANSFER TO PUMP RESERVE | | |
| 3-2-2005-098 TRANSFER TO RESERVES | | |
| 3-2-2005-100 ALLOCATION FROM PUBLIC WORKS | | |
| 3-2-2005-107 BAD DEBTS - UTILITIES | | |
| 3-2-2005-400 WATER/SEWER AMORTIZATION | 550,000 | 550,000 |
| TOTAL WATER DEPARTMENT ADMINISTRATION | 1,400,489 | 1,368,890 |

WATER TREATMENT PLANT OPERATIONS

| | | |
|--------------------------------|---------|---------|
| 3-2-2010-016 FREIGHT | | |
| 3-2-2010-017 TELEPHONE | 8,000 | 8,000 |
| 3-2-2010-035 WATER SAMPLES | 6,000 | 6,000 |
| 3-2-2010-037 CHEMICALS | 38,000 | 38,000 |
| 3-2-2010-062 POWER | 45,000 | 45,000 |
| 3-2-2010-063 FUEL | 135,000 | 135,000 |
| 3-2-2010-065 EQUIPMENT R/M | 15,000 | 15,000 |
| 3-2-2010-066 R/M BUILDING | 6,000 | 6,000 |
| 3-2-2010-071 MATERIAL/SUPPLIES | 8,000 | 8,000 |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
UTILITY OPERATING FUND**

| | 2017 | 2016 | |
|--|------------------------|------------------------|--------------------------|
| | PROPOSED BUDGET | Approved Budget | |
| 3-2-2010-072 TOWN LABOUR | 20,000 | 20,000 | |
| 3-2-2010-074 CONTRACTED COSTS | 20,000 | 20,000 | |
| TOTAL WATER TREATMENT PLANT OPERATIONS | 301,000 | 301,000 | |
| WATER INTAKE | | | |
| 3-2-2020-062 POWER | 25,000 | 25,000 | |
| 3-2-2020-065 R/M EQUIPMENT | 10,000 | 10,000 | |
| 3-2-2020-066 R/M BUILDING | 1,000 | 1,000 | |
| TOTAL WATER INTAKE | 36,000 | 36,000 | |
| MAINTENANCE WATER TRANSMISSION LINE | | | |
| 3-2-2030-071 MATERIALS/SUPPLIES | 1,500 | 1,500 | |
| 3-2-2030-072 TOWN LABOUR | 22,000 | 22,000 | |
| 3-2-2030-074 CONTRACTED COSTS | 5,000 | 5,000 | |
| TOTAL MAINTENANCE WATER TRANSMISSION LINE | 28,500 | 28,500 | |
| RESERVOIR/TOWER/PUMPS | | | |
| 3-2-2040-062 POWER | 18,000 | 18,000 | |
| 3-2-2040-063 FUEL | 3,500 | 3,500 | |
| 3-2-2040-065 EQUIPMENT R/M | 2,000 | 2,000 | |
| 3-2-2040-066 BUILDING R/M | 2,000 | 2,000 | |
| TOTAL RESERVOIR/TOWER/PUMPS | 25,500 | 25,500 | |
| WATER METERS | | | |
| 3-2-2050-071 METERS | 8,000 | 5,000 | increased purchase costs |
| TOTAL WATER METERS | 8,000 | 5,000 | |
| WATER DELIVERY | | | |
| 3-2-2060-001 SALARIES - WATER DELIVERY | 58,506 | 57,818 | |
| 3-2-2060-002 NORTHERN ALLOWANCE - WATER DELIVERY | 6,173 | 6,173 | |
| 3-2-2060-006 BENEFITS - WATER DELIVERY | 11,701 | 11,564 | |
| 3-2-2060-007 PPE/CLOTHING/UNIFORM ALLOWANCE | | | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
UTILITY OPERATING FUND**

| | 2017 | 2016 |
|--|------------------------|------------------------|
| | PROPOSED BUDGET | Approved Budget |
| 3-2-2060-071 MATERIAL/SUPPLIES | 1,000 | 1,000 |
| 3-2-2060-074 CONTRACTED COSTS | 1,000 | 1,000 |
| 3-2-2060-083 WATER TRUCK GAS/OIL | 10,000 | 10,000 |
| 3-2-2060-084 WATER TRUCK R/M | 8,000 | 8,000 |
| TOTAL WATER DELIVERY | 96,379 | 95,555 |
| SEWER TRANSMISSION LINE | | |
| 3-2-2070-071 MATERIALS/SUPPLIES | 2,000 | 2,000 |
| 3-2-2070-072 TOWN LABOUR | 20,000 | 20,000 |
| 3-2-2070-074 CONTRACTED COSTS | 3,000 | 3,000 |
| TOTAL SEWER TRANSMISSION LINE | 25,000 | 25,000 |
| SEWER LIFT STATIONS | | |
| 3-2-2080-062 POWER | 25,000 | 25,000 |
| 3-2-2080-065 EQUIPMENT R/M | 5,500 | 5,500 |
| 3-2-2080-066 BUILDING R/M | 1,000 | 1,000 |
| 3-2-2080-071 MATERIALS SUPPLIES | 2,000 | 2,000 |
| TOTAL SEWER LIFT STATIONS | 33,500 | 33,500 |
| LAGOON MAINTENANCE | | |
| 3-2-2090-071 MATERIALS SUPPLIES | | |
| 3-2-2090-072 TOWN LABOUR | 16,353 | 16,353 |
| 3-2-2090-074 CONTRACTED COSTS | 2,000 | 2,000 |
| TOTAL LAGOON MAINTENANCE | 18,353 | 18,353 |
| SEWAGE PUMPOUTS | | |
| 3-2-2100-001 WAGES - SEWER PUMPOUTS | 14,626 | 14,455 |
| 3-2-2100-002 NORTHERN ALLOWANCE - SEWER PUMPOUTS | 1,543 | 1,543 |
| 3-2-2100-006 BENEFITS - SEWER PUMPOUT | 2,925 | 2,891 |
| 3-2-2100-007 PPE/CLOTHING/UNIFORM ALLOWANCE | | |
| 3-2-2100-071 MATERIALS/SUPPLIES | | |
| 3-2-2100-072 TOWN LABOUR | | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
UTILITY OPERATING FUND**

| | 2017 | 2016 | |
|---|------------------------|------------------------|-----------------------------|
| | PROPOSED BUDGET | Approved Budget | |
| 3-2-2100-074 | | | |
| CONTRACTED COSTS | | | |
| 3-2-2100-083 | 5,000 | 5,000 | |
| SEWAGE PUMPER GAS/OIL | | | |
| 3-2-2100-084 | 6,000 | 6,000 | |
| SEWAGE PUMPER R/M | | | |
| TOTAL SEWAGE PUMPOUTS | 30,095 | 29,889 | |
| | | | |
| ALLOCATION FROM PUBLIC WORKS | | | |
| 3-2-2200-100 | 63,000 | 63,000 | |
| ALLOCATION FROM PUBLIC WORKS | | | |
| TOTAL ALLOCATION FROM PUBLIC WORKS | 63,000 | 63,000 | |
| | | | |
| INFRASTRUCTURE REPLACEMENT | | | |
| 3-2-2300-101 | | | |
| INFRASTRUCTURE REPLACEMENT | | | |
| TOTAL INFRASTRUCTURE REPLACEMENT | - | | |
| | | | |
| TRANSFER TO/FROM OTHER FUNDS | | | |
| 3-2-3370-616 | | | |
| TRANSFER TO/FROM OTHER FUNDS | | | |
| 3-2-3370-617 | 102,784 | 76,413 | |
| TRANSFER TO/FROM RESERVES | | | \$103k reserve contribution |
| TOTAL TRANSFER TO/FROM OTHER FUNDS | 102,784 | 76,413 | |
| | | | |
| TOTAL REVENUE | - 2,168,600 - | 2,106,600 | |
| TOTAL EXPENSES | 2,168,600 | 2,106,600 | |
| BALANCE | 0 | - | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
ENVIRONMENTAL FUND**

| | 2017 | 2016 | |
|---|------------------------|------------------------|--------------|
| | PROPOSED BUDGET | Approved Budget | |
| REVENUE | | | |
| SOLID WASTE LEVY | | | |
| 7-1-0110-101 | 220,000 | 220,000 | R |
| 7-1-0110-102 | 48,000 | 48,000 | R |
| 7-1-0110-103 | 5,500 | 5,500 | R |
| 7-1-0110-104 | 86,000 | 86,000 | R |
| 7-1-0110-105 | 4,000 | 4,000 | R |
| TOTAL SOLID WASTE LEVY | 363,500 | 363,500 | |
| OTHER REVENUE | | | |
| 7-1-0120-105 | -74,750 | -65,000 | 15% increase |
| 7-1-0120-233 | -110,000 | -110,000 | R |
| 7-1-0120-234 | -1,400 | -1,400 | R |
| 7-1-0120-235 | | 0 | |
| 7-1-0120-258 | | 0 | |
| TOTAL OTHER REVENUE | 186,150 | 176,400 | |
| TRANSFER FROM GENERAL FUND | | | |
| 7-1-4217-995 | | | |
| TOTAL TRANSFER FROM GENERAL FUND | - | - | |
| TRANSFER FROM INVESTMENT IN CAPITAL ASSETS | | | |
| 7-1-3370-400 | 42,000 | - | |
| Total TRANSFER FROM INVESTMENT IN CAPITAL | 42,000 | - | |
| TRANSFER FROM RESERVE | | | |
| 7-1-4218-253 | | | |
| 7-1-4218-995 | | | |
| TOTAL TRANSFER FROM RESERVE | - | - | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
ENVIRONMENTAL FUND**

| | 2017 PROPOSED BUDGET | 2016 Approved Budget |
|--|-------------------------|-------------------------|
|--|-------------------------|-------------------------|

EXPENSES

LANDFILL OPERATIONS

| | | | | |
|----------------------------------|---|----------------|----------------|---------------------|
| 7-2-2005-001 | WAGES - LANDFILL ATTENDANT | 69,099 | 67,579 | |
| 7-2-2005-002 | NORTHERN ALLOWANCE - LANDFILL ATTENDANT | 7,716 | 9,259 | |
| 7-2-2005-006 | BENEFITS - LANDFILL | 13,820 | 13,516 | |
| 7-2-2005-007 | PPE/CLOTHING/UNIFORM ALLOWANCE | | | |
| 7-2-2005-013 | TRAINING | 2,000 | 2,000 | |
| 7-2-2005-017 | TELEPHONE | 1,200 | 1,200 | |
| 7-2-2005-021 | ADVERTISING | 1,000 | 1,000 | |
| 7-2-2005-032 | STATIONERY | 1,000 | 1,000 | |
| 7-2-2005-034 | POSTAGE | | 0 | |
| 7-2-2005-052 | INSURANCE | 3,400 | 3,400 | |
| 7-2-2005-055 | LICENSES | | 0 | |
| 7-2-2005-061 | WATER | 1,000 | 1,000 | |
| 7-2-2005-062 | POWER | 2,000 | 2,000 | |
| 7-2-2005-065 | HEAVY EQUIPMENT REPAIRS/MAINTENANCE | 7,000 | 0 | reallocated from PW |
| 7-2-2005-066 | BUILDING REPAIRS/MAINTENANCE | 1,000 | 1,000 | |
| 7-2-2005-071 | MATERIALS/SUPPLIES | 5,000 | 5,000 | |
| 7-2-2005-072 | TOWN LABOUR | 42,004 | 35,104 | |
| 7-2-2005-074 | CONTRACTED COSTS | 40,000 | 40,000 | |
| 7-2-2005-083 | HEAVY EQUIPMENT FUEL/OIL | 0 | 0 | |
| 7-2-2005-086 | LOADER LEASE | | 0 | |
| 7-2-2005-089 | GROUND WATER MONITORING | 10,000 | 10,000 | |
| 7-2-2005-094 | DUE TO/FROM SOLID WASTE RESERVE | | | |
| 7-2-2005-400 | AMORTIZATION - ENVIRONMENTAL FUND | 42,000 | 42,000 | |
| TOTAL LANDFILL OPERATIONS | | 249,239 | 235,058 | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
ENVIRONMENTAL FUND**

| | 2017 | 2016 |
|--|------------------------|------------------------|
| | PROPOSED BUDGET | Approved Budget |
| ADMINISTRATION | | |
| 7-2-2010-001 | | |
| 7-2-2010-002 | | |
| 7-2-2010-006 | | |
| 7-2-2010-013 | | |
| 7-2-2010-032 | | |
| 7-2-2010-034 | | |
| 7-2-2010-071 | | |
| 7-2-2010-072 | 55,254 | 53,745 |
| 7-2-2010-073 | 17,000 | 17,000 |
| TOTAL ADMINISTRATION | 72,254 | 70,745 |
| GARBAGE COLLECTION/DISPOSAL | | |
| 7-2-2015-001 | 48,447 | 48,447 |
| 7-2-2015-002 | 6,173 | 6,173 |
| 7-2-2015-006 | 9,689 | 9,689 |
| 7-2-2015-007 | | |
| 7-2-2015-065 | | |
| 7-2-2015-071 | | |
| 7-2-2015-072 | 40,000 | 40,000 |
| 7-2-2015-083 | 8,000 | 8,000 |
| 7-2-2015-084 | 5,000 | 5,000 |
| TOTAL GARBAGE COLLECTION/DISPOSAL | 117,309 | 117,309 |
| CAPITAL EXPENDITURES | | |
| 7-2-2020-073 | | |
| 7-2-2020-075 | | |
| 7-2-2020-080 | 51,000 | 51,000 |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
ENVIRONMENTAL FUND**

| | 2017 | 2016 | |
|--|------------------------|------------------------|-----------------------------|
| | PROPOSED BUDGET | Approved Budget | |
| TOTAL CAPITAL EXPENDITURES | 51,000 | 51,000 | |
| MATERIALS/SUPPLIES | | | |
| 7-2-2520-021 PROMOTION | | | |
| 7-2-2520-071 MATERIALS/SUPPLIES | | | |
| 7-2-2520-072 TOWN LABOUR | | | |
| 7-2-2520-074 CONTRACTED COSTS | | | |
| TOTAL MATERIALS/SUPPLIES | - | - | |
| TRANSFER TO/FROM RESERVE | | | |
| 7-2-3370-617 TRANSFER TO/FROM RESERVES | 101,848 | 65,788 | \$102k reserve contribution |
| TOTAL TRANSFER TO/FROM RESERVE | 101,848 | 65,788 | |
| TOTAL REVENUE | - 591,650 - | 539,900 | |
| TOTAL EXPENSES | 591,650 | 539,900 | |
| BALANCE | 0 | - | |

**TOWN OF FORT SMITH
2017 BUDGET PREPARATION
LAND DEVELOPMENT FUND**

| | 2017 | 2016 |
|--|------------------------|------------------------|
| | PROPOSED BUDGET | Approved Budget |
| REVENUE | | |
| SALE OF LAND | | |
| 4-1-5105-250 SALE OF LAND | | |
| TOTAL SALE OF LAND | - | - |
| LAND LEASE REVENUE | | |
| 4-1-5110-251 LAND LEASE REVENUE | - | 500 |
| TOTAL LAND LEASE REVENUE | 500 | 500 |
| FORFEITED DEPOSITS | | |
| 4-1-5115-252 FORFEITED DEPOSITS | | |
| TOTAL FORFEITED DEPOSITS | - | - |
| TRANSFER TO RESERVES | | |
| 4-1-5120-253 TRANSFER TO RESERVE | - | 5,000 |
| TOTAL TRANSFER TO RESERVES | 5,000 | 5,000 |
| EXPENSES | | |
| TRANSFER TO CAPITAL FUND | | |
| 4-2-2005-095 TRANSFER TO CAPITAL FUND | | |
| TOTAL TRANSFER TO CAPITAL FUND | - | - |
| TRANSFER TO/FROM OTHER OPERATIONS | | |
| 4-2-3370-616 TRANSFER TO/FROM OTHER FUNDS | | |
| 4-2-3370-617 TRANSFER TO/FROM RESERVES | 500 | 500 |
| TOTAL TRANSFER TO/FROM OTHER OPERATIONS | 500 | 500 |
| SALE OF CAPITAL ASSETS | | |
| 4-2-3800-400 (GAIN)/LOSS ON SALE OF CAPITAL ASSETS | | |
| TOTAL SALE OF CAPITAL ASSETS | - | - |
| AMORTIZATION | | |
| 4-2-3900-400 AMORTIZATION EXPENSE | | |
| TOTAL AMORTIZATION | - | - |
| COST OF LAND SOLD | | |
| 4-2-5150-042 COMPUTER SOFTWARE - LANDS | | |
| 4-2-5150-140 COST OF LAND SOLD | | |
| TOTAL COST OF LAND SOLD | - | - |
| LAND FOR TOWN USE | | |
| 4-2-5155-141 COST OF LAND - TOWN USE | 5,000 | 5,000 |
| TOTAL LAND FOR TOWN USE | 5,000 | 5,000 |
| DEBENTURE INTEREST | | |
| 4-2-5160-109 DEBENTURE INTEREST | | |
| TOTAL DEBENTURE INTEREST | - | - |
| TOTAL LAND FUND REVENUE | 5,500 | |
| TOTAL LAND FUND EXPENSES | 5,500 | |