



Town of Fort Smith Municipal Services Committee

Tuesday, January 17, 2017, at 8:15 p.m.

AGENDA

1. Call to Order
2. Declaration of Financial Interest
3. Delegations
4. Review
 - a. Agenda
 - b. Minutes
 - c. Vision, Values and Goals
 - d. 2016 Capital Plan
5. Water and Waste Water
6. Public Works
7. Facility Maintenance
8. Environmental
9. Fleet Management
10. Sustainable Development
 - a. Sustainable Development Advisory Board
 - i. SDAB Minutes January 12, 2017
11. Protective Services
 - a. Fire Department
 - i. December, 2016 Statistics
 - b. Ambulance Department
 - i. December, 2016 Statistics
 - c. Bylaw Department
 - i. December, 2016 Statistics
 - d. Emergency Preparedness
12. Bylaw/Policy Review and Development
13. Administration
14. Other Business
15. Excusing of Councillors
16. Date of Next Meeting
17. Adjournment

| Attached Documents |
|---|
| <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Municipal Services Minutes December J </div> <div style="text-align: center;">  Vision, Values and Goals.doc </div> <div style="text-align: center;">  2016 Capital Plan </div> </div> |
| <div style="text-align: center;">  SDAB Minutes January 12, 2017 </div> |
| <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  Fire Department Stats December, 201 </div> <div style="text-align: center;">  Ambulance Department Stats D </div> <div style="text-align: center;">  Bylaw Department Stats December, 201 </div> </div> |
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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

Mayor Napier-Buckley 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



Town of Fort Smith

Vision, Values and Goals

Approved: August 16, 2011

Vision The Town of Fort Smith will work with its partners to enhance our excellent quality of life by respecting values, traditions, and healthy lifestyles. We will continue to advance as a unified, active and prosperous community.

Values

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

Goals

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

**TOWN OF FORT SMITH
2016 APPROVED BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

| Projects | Budget 2016 | Project Details (Details, issues, comments) | Funding Source |
|--|---------------------|--|-------------------|
| Corporate Services | \$ 143,000 | | |
| IT Recommendation | \$ 25,000 | Complete IT Plan and upgrade the system as identified from this plan. | CPI |
| IT Evergreen | \$ 30,000 | Annual IT replacement; \$10,000 annually for computers and \$20,000 every five years for servers | CPI |
| Vadim | \$ 13,000 | Purchase of upgrades Vadim software. | CPI |
| Integrated Community Sustainability Plan | \$ 50,000 | Funding to hire a consultant for Strategic Planning, Energy Plan review, Human Resources Plan compliation and assembly of ICSP. | GAS TAX |
| Asset Management System | \$ 25,000 | Implement asset management system. | GAS TAX |
| Municipal Services | \$ 2,713,000 | | |
| Public Works | \$ 1,125,000 | | |
| Drainage | \$ 50,000 | Complete work to fix drainage issues previously identified in Drainage Plan. | GAS TAX |
| Paving | \$ 1,000,000 | Pave existing pavement cuts. | GAS TAX |
| Sidewalk Repairs and Improvements | \$ 25,000 | Repair McDougal retaining wall. | GAS TAX |
| Engineering Services | \$ 50,000 | Design services for water and sewer as-builts, as-and-when engineering, etc. | CPI |
| Protection | \$ 510,000 | | |
| Fire Abatement | \$ 10,000 | Continued Fire Abatement. | CPI |
| Ambulance Building | \$ 350,000 | Construction or purchase/renovation of Ambulance Building. | CPI |
| Street Lighting | \$ 75,000 | NTPC isntallation of 50 new street lights. | CPI |
| Communications Equipment | \$ 50,000 | Current radios and communications systems dated and at end of useful life. | CPI |
| Animal Shelter Minor Capital | \$ 25,000 | Upgrades to building, covers for pens and creation of a quarantine kennel. | CPI |
| Environmental | \$ 225,000 | | |
| Waste Reduction Initiative | \$ 50,000 | Initiative put forward by SDAB to reduce the amount of waste going to the Landfill in order to extend the life of the facility. | CPI |
| Landfill Expansion Design | \$ 150,000 | Design services for Landfill expansion. | GAS TAX |
| Landfill Minor Capital | \$ 25,000 | Upgrades to facility and burn pit, fencing, removal of recyclables, transport of hazardous waste. | GAS TAX |
| Utility Infrastructure | \$ 853,000 | | |
| Fire Hydrant Replacement | \$ 60,000 | Replacement of six hydrants that are not operational. | GAS TAX |
| Vacuum Truck Replacement | \$ 180,000 | Replace existing vacuum truck which has reached the end of its useful life. It will be retained as a backup to the new unit. | GAS TAX |
| Lift Station and WTP Repairs | \$ 400,000 | Replacement of various system components including: pumps and pump controllers, explosion-proof lighting. Also WTP heat exchanger and associated piping, boiler burners and building envelope upgrades. Construction of an appropriate water truck fill station. | GAS TAX |
| Water Treatment Plant Upgrades | \$ 133,000 | Design services for upgrades to the Water Treatment Plant and Intake. | GAS TAX |
| Shoring Box and Boring Jigs | \$ 30,000 | Purchase shoring box to ensure safety in excavations and boring jigs to complete minor water and sewer maintenance. | GAS TAX |

**TOWN OF FORT SMITH
2016 APPROVED BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

| Projects | Budget 2016 | Project Details | |
|--------------------------------------|---------------------|---|--------------------|
| | | (Details, issues, comments) | Funding Source |
| Environmental Studies | \$ 50,000 | Consulting fees for completion of Water Licence deliverables. | UTILITY RESERVE |
| Community Services | \$ 467,000 | | |
| Christmas Decoration Replacement | \$ 20,000 | Replace remaining pole mounted Christmas decorations. | RECREATION RESERVE |
| Downtown Development | \$ 100,000 | Seed money to facilitate ITI and CanNor funding. Work to include AWG Snowboard Park, repair and replace boardwalk and lookout, Arena landscaping, potential Riverside Park development, Marine Drive Fire Abatement and Design Standards development. | RECREATION RESERVE |
| Recreation Program Equipment | \$ 50,000 | Goods and services required to complete development of the track and field facility. | RECREATION RESERVE |
| Irrigation System | \$ 20,000 | Install irrigation system for track infield. | RECREATION RESERVE |
| Parks and Playgrounds | \$ 27,000 | Replace equipment as per the 5 year plan recommended by RAB. | RECREATION RESERVE |
| Parks Signage | \$ 10,000 | Signage with names of each park in the community and the history of the name where applicable. | RECREATION RESERVE |
| Ballparks | \$ 25,000 | Renovation of two existing Ballparks including dugout construction, fence repair and infield expansion. | RECREATION RESERVE |
| RCC Master Planning | \$ 50,000 | Consultant to convert Community Services Program Review into facility space analysis in preparation for design and construction of RCC upgrades. | RECREATION RESERVE |
| Arena Additions | \$ 150,000 | Completion of interior Arena renovations potentially including Mezzanine fit-up, additional painting, service entrance relocation, sprinkler standpipe relocation, additional door hardware, and fall arrest anchors. | RECREATION RESERVE |
| Library Renovations | \$ 15,000 | The Library is in need of basement carpet, improvements to barrier-free access, and fence repair. | RECREATION RESERVE |
| Capital Project Total Summary | \$ 3,323,000 | | |
| 2015 Reserves, Gas Tax and CPI | \$ 3,785,424 | Projected balance at year-end 2015 | |
| 2016 Capital Funding | \$ 1,977,000 | Gas Tax and CPI Funding | |
| Projected funds available | \$ 5,762,424 | | |
| Projected Balance | \$ 2,439,424 | | |



Town of Fort Smith Sustainable Development Advisory Board Minutes January 12, 2017

Regular Meeting
12:00 pm in Council Chambers

Attendees:

- Chris Westwell, Chair
- Adam McNab
- Keith Hartery
- Tim Gauthier
- Adam Bathe
- Cr. Patel
- Keith Morrison
- Jim Hood
- Diane Seals
- Katie Reid

A. Call to Order

Chair Chris Westwell called the meeting to order at 12:07 p.m.

B. Approval of Agenda

MOTION

Moved by: Adam McNab

Seconded by: Tim Gauthier

That the agenda be adopted as amended to include discussion on Tiny Homes and Zoning.

CARRIED UNANIMOUSLY

C. Approval of Minutes

MOTION

Moved by: Keith Hartery

Seconded by: Tim Gauthier

That the minutes of December 8, 2016 be adopted as presented.

CARRIED UNANIMOUSLY

D. Business Arising from the Minutes

Keith M advised that the Council Bylaw Review Committee is currently reviewing the Advisory Board Bylaw, and Powers and Duties Policies for each board. He noted that there is opportunity to change the name of the board and that any consensus will be brought forward to the Bylaw Review Committee on January 20th. Chris commended Keith on his explanation of the Community Plan and Zoning Bylaw at the last SDAB meeting.

E. New Business

- i. Tiny Homes and Zoning – Chris asked what the board would define as tiny homes in square footage. He also asked what setbacks and land size requirements should be. He asked if the board would support manufactured homes permanently placed on foundation and if there would be support for tiny homes on wheels. Keith M noted that homes on wheels have been problematic in the past as the current bylaw requires that if the home is placed on piped water and sewer, it must be connected. Also, Keith noted that there was an instance when a home on wheels was implemented as a second residence when the primary residence was condemned. He noted the environmental issues with mobile homes on wheels in regards to sewage. Jim noted that it is problematic to tax and assess homes on wheels as they can be removed from the property and not be considered improvements. Keith M noted that survey costs can be high for the developer to subdivide a property into multiple little properties for the tiny homes. Additionally, he had concerns about ghettoization and lower income housing. Chris noted that a lot of communities do not accept secondary residences unless its in a rural location. Keith M noted that all three expressions to develop tiny homes are different and would require separate zones or changes to the current zoning. He noted that Dennis Bevington doesn't want to subdivide the property which would require GNWT approval and that he would also need to recover capital costs to initiate development. He noted that zoning could be modified for R2 Multifamily Dwellings for detached homes. Keith noted that Jesse Plowman and John Gray's expression is to develop tiny homes with starter shops behind and that Craig Browne is wanting to develop tiny homes like Mr. Bevingtons, except to rent. Keith is looking for SDAB's help in developing guidelines for tiny home properties. He would like to begin the process now as the developers will likely want to begin development in the spring/summer. He suggested compiling a list of issues with tiny homes and addressing each issue. Chris would like to create a survey. Adam B asked if the board would be able to speak directly with developers. Keith M confirmed this and asked which developer the board would like to meet with first. Adam M asked if driveways can be directly off the highway. Keith M advised that there would be one entrance way to the multiple homes. Additionally, Mr. Plowman wanted the undeveloped road behind the properties developed, however the road is privately owned. He noted that the tiny homes with shops would be good for economic development as business starter packages. Chris noted that the expression from Mr. Plowman is the proposed idea versus what is being implemented. Adam M asked if private roads need to be built to standard. Keith M advised that the Town can't control road standards in strata development. He noted that the Town has assumed a number of roads that aren't to standard, including Bell Rock Road and Pond Crescent. He noted that it can be difficult to deliver services such as water delivery, sewage pump-outs and garbage pick-ups on roads that aren't built to standard. Chris will circulate a questionnaire/survey to SDAB

members. Keith also asked if the Town should give up industrial land for tiny homes or create more industrial land. Jim asked if the development of shops could happen without the housing aspect. Keith M suggested the board meet with Mr. Bevington first as he is the most advanced with his proposal. Chris noted concerns of Mr. Plowman's lot beside a crushing plant. Keith M is happy to have public input in the development process.

- ii. SDAB Change of Name – Chris asked if the board is interested in changing its name. Tim doesn't think it should be changed. He felt that the name is generic enough to deal with several issues. Keith M suggested changing the definition in the Power and Duties policy to provide more of a mandate to the board.

F. Date of Next Meeting

The next SDAB AGM meeting will be on February 23, 2017 at 12:00 pm in the Council Chambers.

G. Adjournment

MOTION

Moved by: Adam Bathe

That the meeting be adjourned at 12:55p pm.

CARRIED UNANIMOUSLY



**Town of Fort Smith
Fort Smith Volunteer Fire Department
Activity Report
December 2016**

| Date | Start Time | Incident/Activity | Address | # of FF | End Time | Comments/Issues |
|-------------------------------------|-------------------|--------------------------|----------------------------------|----------------|-----------------|--|
| October 2016 Activity Report | | | | | | |
| Date | Start Time | Incident/Activity | Address | # of FF | End Time | Comments/Issues/ SCBA/ |
| 4-Dec-16 | 11:00 | Hall Cleanup | Fire Hall | 12 | 12:00 | Fire Department Christmas parter Cleanup |
| 5-Dec-16 | 6:33 | Vehicle Fire | Corner of McDougal/Wilderness | 13 | 8:10 | Vehicle left running while stuck in ditch and caught fire. |
| 7-Dec-16 | 19:00 | Regular Practice | Fire Hall | 11 | 21:00 | SCBA Training/ SOP Reviews |
| 10-Dec-16 | 10:00 | Food & Toy Drive | ALL | 19 | 13:30 | Food & Toy Drive |
| 14-Dec-17 | 19:00 | Regular Practice | Fire Hall | 7 | 20:30 | Hall Cleanup |

A quiet month. A few wrong telephone numbers over Christmas but no calls. Food & Toy drive was a success.



Fort Smith Volunteer Ambulance December 2016 Report

| Date | Start Time | Incident/Activity | # of Crew | End Time | Comments/Issues |
|--------|------------|-------------------|-----------|----------|-----------------|
| 01-Dec | 11:21 | Code 1 | 2 | 12:30 | |
| 04-Dec | 22:43 | Code 1 | 2 | 23:45 | |
| 06-Dec | 12:00 | Code 1 | 2 | 13:30 | |
| 07-Dec | 19:50 | Code Medevac | 3 | 0:07 | |
| 08-Dec | 9:05 | Code 2 | 2 | 10:00 | |
| 09-Dec | 14:00 | Code Medevac | 1 | 17:30 | |
| 10-Dec | 17:25 | Code 1 | 2 | 18:40 | |
| 11-Dec | 10:45 | Code transfer | 2 | 11:30 | |
| 12-Dec | 12:15 | Code 1 | 2 | 15:45 | |
| 12-Dec | 15:47 | Code Medevac | 2 | 17:30 | |
| 15-Dec | 15:55 | Code Zulu | 2 | 17:45 | |
| 17-Dec | 4:55 | Code 1 | 3 | 6:00 | |
| 17-Dec | 9:35 | Code 1 | 3 | 10:45 | |
| 17-Dec | 12:15 | Code Medevac | 2 | 14:20 | |
| 20-Dec | 18:55 | Code Medevac | 2 | 20:40 | |
| 23-Dec | 9:00 | Code Medevac | 2 | 11:15 | |
| 25-Dec | 23:45 | Code 1 | 2 | 1:10 | |
| 28-Dec | 19:50 | Code Medevac | 3 | 21:38 | |
| 05-Dec | 19:00 | Weekly Meeting | 6 | 20:00 | |
| 12-Dec | 19:00 | Weekly Meeting | 5 | 20:00 | |
| 19-Dec | 19:00 | Weekly Meeting | 6 | 20:00 | |
| 26-Dec | 19:00 | Weekly Meeting | 3 | 20:00 | |

Additional Comments:

Dec 2016

| <u>Month</u> | <u>Year to Date</u> | <u>Type of Call</u> |
|--------------|---------------------|---|
| calls - 8 | 87 | Code 1 = Life treating incident |
| calls - 1 | 28 | Code 2 = non Life threatening incident |
| calls - 0 | 1 | Code 3 = Fire support |
| calls - 7 | 99 | Code Medevac = Medevac flight support |
| call - 1 | 6 | Code Transfer = Transfer of patient |
| call - 1 | 3 | Code Zulu = Transfer of deceased person |

| | Nov-16 | Dec-15 |
|-------------------------------|-------------------|---------------|
| | <u>Last Month</u> | <u>Pre Yr</u> |
| Total # of Calls for Month | 19 | 19 |
| Total # of Calls Year to Date | 244 | 302 |
| Total Responders | 16 | 15 |
| Total time on calls | 29.22 | 32.23 |



Bylaw Monthly Report

Dec-16

| Violation | Warnings | 1st Offence | 2nd Offence | 3rd Offence | Total | Action |
|----------------------|----------|-------------|-------------|-------------|----------|-----------------------------|
| ATV | | | | | 0 | |
| Dogs at Large | | 1 | | | \$125.00 | dog registered and released |
| Unregistered Dog | | 1 | | | 0 | |
| Dogs in pound | | 3 | | | 3 | |
| Speeding | 1 | | | | \$50.00 | 41 on radar in 30 zone |
| Stop work Order | | | | | 0 | |
| Unregistered vehicle | | | | | 0 | |
| Unsightly Lands | | | | | | |
| Traffic Issue | 2 | | | | | |
| Non emergency call | | | | | | |
| Dev permits | | | | | | |
| RCMP Matters | 1 | | | | | check stop |
| Fire calls | | | | | 0 | |
| Ambulance assist | 1 | | | | 1 | ambulance driver |
| general complaints | 5 | | | | 5 | |
| Stop work Order | | | | | 0 | |
| Business license | | | | | | |
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| | | | | | \$175.00 | |

Additional Comments: