












Town of Fort Smith
Town Council Meeting
Agenda

March 19, 2019, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. RCMP Police Report February 2019	 RCMP Police Report February 2019
D. Approval of Council Minutes a. Council Minutes	 Council Minutes February 19, 2019
E. Business Arising from the Minutes	
F. Declaration of Financial Interest a. Statement of Disclosure of Interest	 Statement of Disclosure of Intere:
G. Council Business	
a. Introduction and Consideration of Committee Reports i. Corporate Services Accounts Paid Part I Accounts Paid Part II ii. Community Services iii. Municipal Services	   Corporate Services Accounts Paid Part I Accounts Paid Part II Minutes March 5, 2019   Community Services Municipal Services Minutes March 12, 2019 Minutes March 12, 2019
b. Enactment of Bylaws and Policies	
c. Appointments	
d. Mayor and Council	
e. Administration i. Briefing Note Accounts Paid Lists	 Briefing Note Accounts Paid Lists
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 03-19
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF MARCH AND THE
THIRD FOR THE YEAR 2019**

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

REGRETS: Cr. B. McArthur

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

GALLERY: Sgt. Jesse Gilbert, RCMP; Patti Haaima

Meeting 03-19
March 19, 2019

7:00 PM
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

19-039 Moved by: Cr. Westwell
 Seconded by: Cr. Couvrette

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

C. PRESENTATIONS

- a. RCMP Police Report – The RCMP Police Report for February 2019 was reviewed. Sgt. Jesse Gilbert advised that the RCMP are rolling into year end and that March is a busy month administratively. He noted that February was also a busy month for the detachment. Sgt. Gilbert advised that Cst. Derick Levesque participated in coaching youth hockey and rec hockey multiple times in February. Diversity Week was also in February and that a few Councillors participated in the events. Additionally, he noted that there were no B&E's in the month of February.

He indicated that one youth, that was previously involved in multiple accounts of youth crime, has returned to the community and that multiple curfew checks are being performed as part of their condition. He noted that there have been no complaints since their return to the community.

Sgt. Gilbert advised that there were multiple Mental Health Act complaints and calls for service related to missing persons in the month of February. He noted that the detachment received close to ninety calls in February. Additionally, he attended a strategic planning session for the south district in Hay River.



Sgt. Gilbert was pleased to include staffing rotation planning from February going forward to summer in the report. He noted that there is an increase in allotments of positions and that a community constable position is allocated to Fort Smith. He advised that Steve Beck was the only person in the north that passed the community constable course and he has since been converted to a regular member leaving the position vacant. He noted that Depo does not plan to train community constables in the future and that they are looking to create an enhanced community position. Additionally, the RCMP are looking to implement district public servants in Hay River and that they are working on the job descriptions and are hoping to have the positions in place by fall.

He noted that the RCMP have reached out to Parks Canada to partner with them to perform check stops around the Alberta/NWT border.

Mayor Napier-Buckley asked if there are any updates on the Citizens on Patrol program. Sgt. Gilbert advised that executive positions need to be established to apply to be a society and that he would be pleased if Erika Bell took the president roll.

Mayor Napier-Buckley thanked Sgt. Gilbert for his monthly update and for his ongoing work in the community. Sgt. Gilbert invited Councillors to come to the detachment if they would like more depth on work that is ongoing.

D. APPROVAL OF MINUTES

19-040 Moved by: Cr. Couvrette
Seconded by: Cr. Cox

That the minutes of Regular Meeting 02-19 of February 19, 2019 be adopted as amended.

CARRIED UNANIMOUSLY

E. BUSINESS ARISING FROM THE MINUTES

Cr. Couvrette referenced the portion of the minutes where the donation request for Ice and Snow was discussed. He expressed his appreciation for the support from the Town of in-kind facility usage for the Dark Sky Festival. He noted that the Dark Sky Festival does not receive a \$2,500 contribution like other organizations. Cr. Westwell found his comments lacking and not reflective of the meeting and noted that the motion doesn't state his opposition to the donation request and requested the amendment be made.

F. DECLARATION OF FINANCIAL INTEREST

There were no declarations of financial interest.

G. COUNCIL BUSINESS

a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee

19-041 Moved By: Cr. Couvrette
Seconded By: Cr. Cox

That the Corporate Services Standing Committee minutes from March 5, 2019, be adopted as presented.

CARRIED UNANIMOUSLY



Accounts Paid Part I

19-042 Moved By: Cr. Westwell
Seconded By: Cr. Cox

That the Accounts Paid List Part I for the period ending February 28, 2019, totaling \$596,562.27 be approved.

CARRIED UNANIMOUSLY

Accounts Paid Part II

19-043 Moved By: Cr. Couvrette
Seconded By: D/M Smith

That the Accounts Paid List Part II for the period ending February 28, 2019, totaling \$4,145.40 be approved.

CARRIED UNANIMOUSLY

2018 Fourth Quarter Variance Report – Cr. Westwell made note that the report is in the Corporate Services package.

19-044 Moved By: Cr. Westwell
Seconded By: Cr. Couvrette

That the 2018 Fourth Quarter Variance Report be adopted as presented.

CARRIED UNANIMOUSLY

Bylaw Review Committee – Cr. Cox noted that the first meeting is on March 20th at 12:00 pm.

19-045 Moved By: Cr. Westwell
Seconded By: Cr. Campbell

That D/M Smith, Cr. Cox, and Cr. Couvrette be appointed to the Bylaw Review Committee.

CARRIED UNANIMOUSLY

Development Appeal Board

19-046 Moved By: D/M Smith
Seconded By: Cr. Couvrette

That Cr. Westwell be appointed to the Development Appeal Board for a term ending November 2021.

CARRIED UNANIMOUSLY

DPA-004-19 John McKinnon

19-047 Moved By: D/M Smith
Seconded By: Cr. Couvrette

That DPA-004-19, submitted by John David McKinnon, to operate a mapping and photography services home occupation business from Lot 674, Plan 358, 50 Pelican Street, in Fort Smith be approved.

CARRIED UNANIMOUSLY

Community Services Standing Committee

19-048 Moved By: Cr. Couvrette
Seconded By: Cr. Cox

That the Community Services Standing Committee minutes from March 12, 2019, be adopted as presented.

CARRIED UNANIMOUSLY



Appointment of Acting SAO

19-049 Moved By: Cr. Cox
Seconded By: Cr. Campbell

That Cynthia White, Director of Community Services, be appointed Acting Senior Administrative Officer for the period of April 12, 2019 at 5:00 pm to April 23, 2019 at 8:30 am.

CARRIED UNANIMOUSLY

Human Resources Committee

19-050 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That D/M Smith and Cr. Westwell be appointed to the Human Resources Committee.

CARRIED UNANIMOUSLY

Municipal Services Standing Committee

19-051 Moved By: D/M Smith
Seconded By: Cr. Pischinger

That the Municipal Services Standing Committee minutes from March 12, 2019 be adopted as presented.

CARRIED UNANIMOUSLY

b. Mayor and Council

- i. Cr. Campbell – Cr. Campbell asked if there is a drop-off point for donations for occupants of the Hay River high-rise which caught on fire last week. Mayor Napier-Buckley responded that Wesclean has offered to bring donations to Hay River and that she is still gathering more information. Cr. Campbell asked if there is an emergency phone number for afterhours in the case of a municipal emergency. Mayor Napier-Buckley advised that emergency calls would be made to the SAO. Administration advised that the Town has never had an emergency contact number but advised that he would action any emergency of a municipal nature, and there are emergency contacts numbers for the RCMP, ENR, Fire and Ambulance Departments. He noted that a budget allocation has not been made for a 24-hour emergency line. Additionally, staff would need to be assigned and directors are not paid overtime. Mayor Napier-Buckley noted that there have been no issues with the process of emergency situations going through the SAO.
- ii. Cr. Couvrette – Cr. Couvrette noted that during discussion with the MLA earlier there was mention of the changes to airport operations and the size of the airport. He advised that he has spoken with NWAL and they are aware of the plans to install new LED lighting at the airport and that the width of the landing space will be reduced from 200 feet to 100 feet. He has also heard from the department about the request for high intensity approach lighting to make it easier for pilots to land and would allow them to operate at slightly reduced minimums. He suggested this be followed up on with the MLA. Cr. Couvrette advised that he received a post-secondary education survey in his mail and encouraged everyone in the community participate. He noted that the survey is online and can be accessed through a quick link on the Department of Education and Culture webpage. He suggested that Ministers are using the survey as a baseline for how post-secondary education will evolve in the NWT.



- iii. Cr. Cox – Cr. Cox advised that the new ADM for the College will be in the community on March 21st and will be meeting with Council in the morning and doing a public presentation in the evening. She looks forward to engaging with him, hearing his vision for the college and how it relates to Fort Smith. Cr. Cox asked if there is a reporting back to Council process for various boards including the Development Appeal Board, the DEA Board, and Housing Authority Board. Mayor Napier-Buckley advised that reporting from the Housing Authority Board, in their minutes, was determined to be too specific including people's names. She is unsure if the Development Appeal Board or Board of Revision report back to Council. She also noted that the DEA had delegated to Council in the past. She suggested that reporting occurs on request. Administration advised that there isn't regular reporting from Council delegates although it could be put in place on a regular basis. He noted that minutes were obtained in the past but felt that in-camera topics were discussed publicly. He also noted that Council appoints the Town representatives to the DEA and advised that the previous Council wanted to get out of the business of appointing and have them elected. He indicated that he can provide further information on the boards to Council or set up the agenda to reflect upon request. Cr. Cox would like to see minutes but understands the concern that there may be too much personal information disclosed. She will put further thought into what boards she would like to see minutes for.
- iv. D/M Smith – D/M Smith gave his condolences to the family of Alex Hall and recognized the economic impact he had on the community by bringing up to seventy tourists on packaged tours from Fort Smtih. He was pleased that Jackpine Paddle will be continuing to facilitate Mr. Hall's trips in the summer. D/M Smith would like to see the Town recognize the accomplishments of Alex Hall and Jacques Van Pelt as key community members. D/M Smith would also like delegations from various Town representatives including the DEA and Housing, and to be made aware of issues in those organizations. D/M Smith suggested that the Town push for legislation in regard to product packaging in consideration that the Town will not move forward with recycling due to the changes in the international market. D/M Smith suggested that it be determined which Councillors will be attending the FCM Conference as delegates. He noted that changes to daylight savings time was petitioned in the NT but it did not move forward. He felt that it serves no purpose in the North with extended daylight in the summer and results in multiple social problems. He also indicated that Ontario, Saskatchewan and British Columbia do not participate in daylight savings time. D/M Smith will prepare a motion, for submission in the next couple months, to put pressure on the GNWT in regard to stopping the implementation of daylight savings time. D/M Smith advised that he would be away on March 21st and unable to attend the meeting or public presentation with the Honourable Minister Carolyn Cochrane and College ADM Dr. Tom Weegar. D/M Smith noticed that Councillors have been abstaining on a number of votes and felt that Councillors have a duty to vote as their elected role and should not abstain unless in conflict. D/M Smith indicated that he would be away April 15th to May 5th inclusive. Administration advised that Jackpine Paddle, from Yellowknife, initially advised that they could not afford to do business in Fort Smith as they were denied funding through ITI. He noted that as a result of the Economic Development Officers hard work and lobbying by the Town, it was his understanding that ITI has changed their position and approved their funding.
- v. Cr. Beaulieu – Cr. Beaulieu asked what work is being done in regard to earth erosion and cracking by the riverbank. She expressed her concern about ATV's speeding and being used by people under the age of twelve in the school zones.



- vi. Cr. Pischinger – Cr. Pischinger gave her condolences to the family and friends of Alex Hall. She was pleased that his business would continue through Jackpine Paddle. She asked if the Town could somehow encourage residents to perform government surveys that support the community. She suggested promoting the survey by use of the library computers or at the Elder’s Tech Tea. Administration confirmed this. Mayor Napier-Buckley suggested that a variety of ways could be determined to encourage and engage residents to complete the survey. She also noted that it was recognized by member communities at the NWTAC that there is a lack of engagement from the GNWT as they had not seen the Foundational Review or the Governments response to the review. She will be working to circulate those documents. Additionally, a letter was received from the Minister advising that they would only visit the three campus communities and felt that all communities should be engaged as it is a necessary component of the review. She suggested the response should be a territory-wide response. Mayor Napier-Buckley intends to engage residents, leaders and communities across the north.
- vii. Cr. Westwell – Cr. Westwell noted that the resolution of Council passed on GNWT downloading was tabled at the NWTAC and didn’t make it to the floor. He advised that people were encouraged to participate in the survey at the post-secondary education Speaker Series. He felt that it would have been inexpensive and easy to set up a simple domain for the survey and felt that the GNWT is unable to make decisions or spend money in a wise way. He felt that the Town is engaging and doing their job for them. He noted that it is valuable for the benefit of the community but disappointing that the Town has to push the ball along for them. He noted that airport changes are seemingly small but have huge ramifications to the community and suggested that it was pushed by without consideration. He noted that the Department of Infrastructure has done this in other communities without consideration although there was push back. Additionally, he noted that both petitions for daylight savings time and to save the Aurora College were wildly successful and asked what happened with both. He advised that a committee was formed and that was all that has been done in the past 3.5 years and noted that it is disappointing of the current government. Cr. Westwell felt that the Senator’s visit was amazing and noted that she joined the Speaker Series. Cr. Westwell is trying to inform as may people of the Speaker Series as possible, and trying to keep the community engaged. Cr. Westwell felt that the College ADM is coming into a challenging position as consultations and community visits are being performed backwards. He suggested that the position of the college has been put on the back-burner and needs to be prioritized again. He indicated that the Yellowknife proposal for an \$80 million institution carries a lot of weight. He felt that relying on the Town’s friendly communications with Inuvik and Yellowknife to produce resistance from the Department of ECE is short-sighted and that Fort Smith needs to develop a competitive “why here” document. He suggested continuing efforts in sending people to Yellowknife to keep information in Fort Smith’s favour. Cr. Westwell is confident that Fort Smith has the competitive edge but needs to create the document. Cr. Westwell advised that the emergency contact for municipal emergencies is the SAO and was published in the past. He felt publishing the SAO’s number for emergency calls is an unfair expectation and an abuse of the position for after-hour calls. He recommended the new collective agreement include and ensures the right provisions for on call employees.



- viii. Mayor Napier-Buckley – Mayor Napier-Buckley thanked Council for their comments. Mayor Napier-Buckley did receive the pamphlet in her mailbox for the post-secondary education survey and agreed that a simple URL would have worked. She agreed with the importance of promoting the completion of the survey across the north. She noted that the “Why Fort Smith” document to the GNWT was not in enough detail and suggested that time and budget be identified for the project. She indicated that ABC is meeting March 25th and suggested they be tasked with reaching out to different partners to get information out. Mayor Napier-Buckley reminded Council that there is a meeting with the Minister of ECE and the College ADM on March 21st at 10:00 am. She indicated that day light saving was discussed at previous years NWTAC meetings. Additionally, there were elections at the NWTAC AGM and she was elected President, which also put her on the Executive for the FCM and Chair of the Northern and Remote Forum. She advised that she was unable to attend last weeks Speaker Series as she was in Penticton, BC for FCM meetings. She informed Council that the Federal Budget was released today and that it included a one-year commitment to double Gas Tax funding across Canada. She indicated that the NWT would be getting an additional \$16.9 million in Gas Tax funding this year. She noted that there were other allotments of funds made including the largest commitment to broadband communications the Federal Government has ever made. She advised that more information on the budget would be released in the next couple days. Mayor Napier-Buckley is looking for interested Councillors to attend the FCM as delegates this year. She also indicated that the website is missing a number of Councillors biographies and requested they be submitted. Additionally, she reminded Councillors to regularly check their emails. Mayor Napier-Buckley commended the SAO for sending support staff to Hay River to assist in fighting their landfill fire. She also indicated that there was a fire at the Hay River high-rise this past week and that she will look for information for taking donations to residents impacted by the fire. Mayor Napier-Buckley will follow-up on the tender to narrow the Fort Smith airport runway. She indicated that for emergencies, residents can contact the RCMP, Fire Department or Ambulance Department and that Town staff have been alerted about municipal emergencies through the Recreation facility or the Bylaw Officer. She believes that there is a call-out charge for staff after hours and that implementation of an emergency line would require budget and policy. Administration confirmed that staff tasked with a call-out are given four-hours paid call-out time. He indicated that a standby rate was set in the last bargaining agreement and that an additional hour of pay is given for every eight-hours on standby. He noted that the cost is unbudgeted and dependent on what employee is on standby, and that most emergencies the Town gets called for are not municipal. With regard to the Hay River landfill fire, the Town of Fort Smith provided four firefighters for five days and will likely assume the cost. The GNWT is committed to providing paid leave to GNWT employees and that the Town’s Protective Services Supervisor and two other volunteers are not GNWT employees. He noted that the Town of Hay River had declared a state of emergency which gives them access to territorial emergency funds, however the GNWT is not providing financial assistance to the volunteers. Additionally, the Town offered the Town of Hay River home-stays and free transport for those affected by the high-rise fire wherever could be made available to them, last resort being the Recreation facility. Mayor Napier-Buckley advised that a topic discussed during the FCM board meeting in Penticton, BC, was to charge back manufacturers for waste costs before going to waste-depos or landfills. She also indicated that the Federal and Territorial elections are upcoming in 2019 and suggested it be determined what the Town is looking for in electoral candidates.



c. Administration – Administration indicated that April would be a busy month and that he plans to present the Town’s organizational chart and 2019 Capital Plan. He also noted that the Mill Rate Bylaw would be brought to Council in April for Council’s approval, along with discussion on property taxation. He noted that the Town will begin bargaining the new Collective Agreement and that Council can expect in-camera sessions on annual salary increments. Additionally, he indicated that there was a proposal received from the NT Metis Nation to implement the placement of a traditional territory sign.

i. Briefing Note Accounts Paid Lists – The briefing note was reviewed. Administration provided information as to why the accounts paid lists started being approved by motion of Council. He indicated that there were three in-camera emergency meetings and motions as a result of the meetings in 2009 with regard to the departure of the former SAO. He noted that none of the motions made were to implement the process of approving accounts paid lists by motion and suggested that a motion would not be required to reverse the process. He added that without a motion there would be no issue around perceived financial interests. Cr. Westwell advised that missing information would be in the forensic audit. He noted problems with the process in approving as it creates conflict of interest issues. Administration advised that the requirement for a motion would be removed from the backer at the next Corporate Services meeting. Cr. Cox suggested that the execution of the process was flawed but asked if by not making a motion, if Council is missing the intent in reviewing the accounts paid lists. She asked if there is an alternative method to ensure Council’s accountability. D/M Smith indicated that the accounts paid lists are the transparency and that previously payments were not brought forth, resulting in no transparency or accountability. Administration advised that the accounts paid lists began being approved after the emergency meetings in 2009. He added that the accounts paid lists are included in publicly posted meeting packages. Mayor Napier-Buckley advised that there is a statement of disclosure of interest form from the Council Procedures Bylaw that should be filled out and submitted with every conflict of interest. Mayor Napier-Buckley is in favour of changing the process to remove the requirement for a motion. Cr. Couvrette felt that a motion should be made to take away the requirement for a motion to approve the lists.

19-052 Moved By: Cr. Couvrette
Seconded By: Cr. Campbell

That the accounts paid lists be presented as an information item for future meetings starting April 2019.

CARRIED UNANIMOUSLY

I. **ABSENCE OF COUNCIL MEMBERS**

19-053 Moved By: Cr. Cox
Seconded By: Cr. Couvrette

That D/M Smith be excused from the Corporate Services Standing Committee meeting on March 5, 2019.

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



19-054 Moved By: Cr. Cox
 Seconded By: Cr. Couvrette

That Mayor Napier-Buckley be excused from the Community and Municipal Services Standing Committee Meetings on March 12, 2019.

CARRIED UNANIMOUSLY

19-055 Moved By: Cr. Westwell
 Seconded By: Cr. Campbell

That Cr. McArthur be excused from the Regular Meeting of Council 03-19 on March 19, 2019.

CARRIED UNANIMOUSLY

J. DATE OF NEXT COUNCIL MEETING

Meeting with Minister Cochrane and College ADM – March 21, 2019
 Corporate Services Standing Committee Meeting – April 2, 2019
 Community and Municipal Services Standing Committee Meetings – April 9, 2019
 Council Meeting 04-19 – April 16, 2019

D/M Smith and Cr. Pischinger advised that they would be away for the Council Meeting on April 16, 2019.


K. ADJOURNMENT

19-056 Moved By: Cr. Couvrette
 Seconded By: Cr. Pischinger

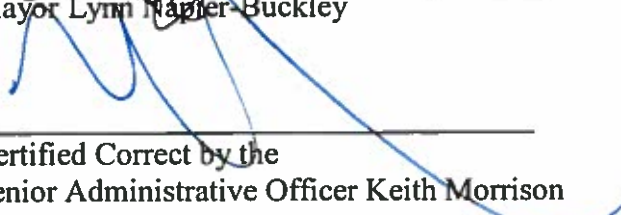
That the meeting be adjourned at 8:45 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 16th day of April, 2019.



 Mayor Lynn Napier-Buckley



 Certified Correct by the
 Senior Administrative Officer Keith Morrison

L. QUESTION PERIOD

A question period was offered in accordance with policy.