









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

March 13, 2018, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. RCMP Delegation b. Don Jaque	  RCMP Police Report Don Jaque-Petition
D. Approval of Council Minutes a. Council Minutes	 Council Minutes February 20, 2018
E. Business Arising from the Minutes	
F. Declaration of Financial Interest	
G. Council Business	
a. Introduction and Consideration of Committee Reports i. Corporate Services ii. Accounts Paid Part I iii. Accounts Paid Part II iv. Community Services v. Municipal Services	   Corporate Services Accounts Paid Part I Accounts Paid Part II Minutes March 6, 20
b. Enactment of Bylaws and Policies	
c. Appointments	
d. Mayor and Council	
e. Administration	
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	



MONTHLY
POLICING REPORT
February 2018



Fort Smith RCMP Detachment
G Division
Northwest Territories

The Fort Smith RCMP Detachment responded to a total of 121 calls for service to the town of Fort Smith during the month of February 2018.

Community Action Plan (C.A.P.) Community Priorities:

The current fiscal year priorities are identified as:

- 1) Substance abuse and trafficking; illegal substances and alcohol inclusive.
- 2) Violence in the community; including domestic violence.
- 3) Building Positive Relationships with local First Nations and the Community at Large.
- 4) Traffic Safety and Enforcement

1) This month the detachment addressed the issue of Substance abuse and trafficking; illegal substances and alcohol inclusive by:

The Fort Smith RCMP Detachment continues to deal with this priority in a proactive and reactive manner. Fort Smith Detachment members continue to conduct patrols in high risk areas. Members are continuing efforts to increase police presence in areas associated with drug trafficking and use.

Re-actively, detachment members continue to respond to calls for service from community members. Fort Smith detachment members responded to 30 complaints of either causing a disturbance, mischief, and or liquor act related calls for service. Alcohol is a casual factor in the majority of these calls.

The Community assisted the priority by: No specific support was sought during this monthly period.

2) This month the detachment addressed the issue of Violence in the community; including domestic violence by:

The Fort Smith RCMP Detachment responded to 1 complaint of Domestic Violence in the community. Criminal charges were laid as a result of these investigations. Fort Smith Detachment members also responded to 13 additional complaints of assaults in the community.

These types of complaints can be stressful and have significant repercussions on the dynamic of a family especially when young children are involved. The Fort Smith RCMP Detachment continues to work with community partners to present a multi-agency response to these types of complaints.

The Community assisted the priority by: No specific support was sought during this monthly period.

3) This month the detachment addressed the issue of Building Positive Relationships with local First Nations and the Community at Large by:

The Fort Smith RCMP Detachment and the members currently working in Fort Smith continue to make efforts to build positive relationships within the community.

Cst. Buckland and Cst Jobin attended the Atom hockey tournament

Cst. White assisted with the raffle table for minor hockey

February 13th – Cst. White visited the JBT School

February 15th – Cst. White visited the JBT School

Cst. White and Cst Jobin attended the Library Youth Night

Cst. White and Cst Jobin attended the Youth Hockey practice

February 26th – Cpl. MacDonald and Cst. Candy did a walkthrough of the College

February 27th – Cpl. MacDonald and Cst. Candy did a walkthrough of the College

Cst White continued with coaching minor hockey throughout the month

Meetings with Community Partners;

Sgt. Gilbert was away on training for the majority of the month. Leadership at the Town and SRFN were notified and advised that Cpl. MacDonald would be acting during the absence of Sgt. Gilbert.

Sgt. Gilbert spoke with Christy MacKay (Vice Principal at PWK) about a partnership between the school and RCMP. Looking at the possibility of launching a meet/greet style opportunity during the morning breakfast program for students to meet with members of the detachment.

February 2nd – Sgt. Gilbert spoke with Mayor Napier-Buckley to advise of the above noted absence and also discussed the possibility of opening up a more significant relationship with the Metis (given her other role as a board member for the Metis). Sgt. Gilbert advised that once back he would like to explore this possibility.

February 21st – Cpl. MacDonald met with Town Council

The Community assisted the priority by: Sgt. Gilbert continued his research into the Citizen's on Patrol program as requested by the Town Council. The council indicated at the January Town Council meeting they are interested in moving forward. Sgt. Gilbert completed the research into this during the month of February and reached out to the Alberta and National director for the program and also liaised with Sgt.



Gerard out of K Division (he is the Alberta ACOPA designate liaison officer). Sgt. Gilbert will be relying on community participation to ensure the successful launch of the program.

4) This month the detachment addressed the issue of Traffic Safety and Enforcement by:

The Fort Smith RCMP Detachment continues to conduct proactive patrols of the community in an effort to increase police presence and general deterrence. The Fort Smith Detachment also responds to calls for service from members of the community.

The Fort Smith RCMP Detachment responded to / investigated 7 complaints regarding traffic offences and or complaints in the community. 4 of these investigations involved impaired drivers in the community and 3 were related to collisions.

Sgt. Gilbert has implemented a pro-active enforcement initiative for Fort Smith Detachment moving forward. As such, a sub-heading will be created under this initiative for pro-active stops.

Pro-active Vehicle Stops: There were a total of 18 RCMP initiated, pro-active stops during the month of February.

The Community assisted the priority by: No specific support was sought during this monthly period.

Notable Occurrences for the Month:

During the month of February the Fort Smith Detachment assisted with a Sudden Death investigation that was being led by the Coroner's office. This death was not suspicious. The incidence of B&E and theft were lower for this month than previous months as the majority of repeat property crime offenders were out of the community on various criminal processes. This caused a noticeable decline in property related offences.

The detachment also wants to wish Cst. Jill Hiltz the best of luck as this was her last month on duty prior to having her baby in Yellowknife.

Sgt. J.E. (Jesse) GILBERT NCO/IC
Fort Smith RCMP Detachment

External Distribution List:

Insp. Peter PILGRIM – OIC South District

S/SGT. Travis De COENE - District Advisory NCO
 Sue CROOKEDHAND – “G” Division Criminal Operations
 Sgt. Warren GAUCHIER – “G” Division Client Services

Documents Included:
 Occurrence Statistics

Appendix A

Occurrence Type	January 2018	Year to Date 2018	January 2017	Year to Date 2017
Assaults (All Categories)	14	28	7	21
Break and Enter (Residence and Business)	2	6	1	4
Theft of Motor Vehicle	1	1	1	1
Theft under \$5,000.00	3	8	1	3
Theft over \$5,000.00	0	1	0	0
Drug Possession	1	2	1	2
Drug Trafficking	0	0	1	1
Liquor Act	6	12	8	16
Mischief / Cause Disturbance (Includes Public Intoxication)	23	46	39	88
Impaired Operation	4	10	4	14
Other Complaints	67	169	69	148

Total Violations	129	280	134	204
Total Calls for Service	121	280	132	294
Number of Patrols to Community	N/A	N/A	N/A	N/A

Appendix A

Category	January 2018	Year to Date 2018	January 2017	Year to Date 2017
Prisoners	17	23	15	41
Intermittent Prisoners	0	0	0	0
Other Detachment Prisoners	0	0	0	0
Total Prisoners	17	23	15	41

Justice Report	January 2018	Year to Date 2018	Year to Date 2017
Victim Service Unit Referrals	3 Victim Declined 0 Victim Accepted 1 Proactive Referral	8 Victim Declined 0 Victim Accepted 1 Proactive Referral	14 Victim Declined 2 Victim Accepted 0 Proactive Referral
Youth Alternative: Measures YCJA Warnings	0	0	0
Youth Diversion: Community Justice Referrals	0	0	0



Adult Diversion: Community Justice Referrals	0	0	0
Emergency Protection Orders: Detachment Initiated / Detachment assisted	0	0	0
ODARA Reports	1	3	2

Save Our College!

We, the citizens of Fort Smith, are gravely concerned that the future of the college in Fort Smith, including Aurora College headquarters, as well as Thebacha Campus as a robust centre of learning for Trades and Academic programs, are in danger of being lost to our community as the review process of the college system by a southern accounting firm is underway.

- Fort Smith has historically been "The Education Capital of the North," of which our community is proud and supportive, but that role continues to be eroded as pieces of education programming are routinely hived off and moved to other communities. The college is a plum, sought after by other communities to bolster their economies, but the college is also critical to Fort Smith and importantly, it is ideally suited here, a calm, quiet, welcoming town with excellent facilities. Stop the erosion of our college!
- Fort Smith has long had residence facilities, including Breynat Hall and Mount Aven Hall, a natural advantage over other communities, particularly Yellowknife, for affordable student housing; but Breynat Hall is growing old and Mount Aven Hall is sitting empty, going derelict. Those buildings are still viable with excellent structures, but they need to be properly upgraded and maintained. They also need to be replaced. Where are the plans for new residences? If the college won't do it, that effort must be pushed by our local leaders!
- Too many college classrooms sit empty over time. Why has student recruitment failed so badly in the last decade? Too few students means the college is not working well, but that is not the fault of Fort Smith. The system is broken and needs to be fixed, and Fort Smith should not pay the price!

We call on Mayor Lynn Buckley and her council to request a public meeting with the minister of education and our Thebacha MLA at the earliest convenience - in a sufficiently large venue and where local people have enough time to have a fair hearing on this critical matter - to discuss the future of the college and Fort Smith together, as well as the terms of reference and possible outcomes of the analysis of the college that is currently underway, plus the need for a college daycare to support college students with families.

We also call on MLA Lou Sebert to support this public meeting initiative and further, to commence an active and effective lobbying program at the highest level, working with Town Council, leaders of our two local First Nations, the Métis Nation and local residents to upgrade Thebacha Campus infrastructure, especially residence buildings, as well as the provision of new college residences for the future.

	SIGNATURE	PRINT	SIGNATURE	PRINT
1		Jude Heron		DAVE Melhu
2		Roger Bowler		Helen Panter
3		Max Gault		TOM COLUCCI
4		Alex Hall		Melissa Zimmer
5		Craig MacPherson		Jeff Schurdtzenberger
6		Kim MacPherson		Mary Shaker
7		CeRUE RIEGAN		Sheila Daniels
8		Shing Lalonde		Brianna Shae
9		Rina Dempsey		Julie LYS
10		Laura Bruno		Jerry G.
11		Kayla Dion		MIKE BUTLER
12		Tanya Vyse		ANNA COLEMAN
13		Peggy Dion		Isabel Lehmann
14		MARGARET MCKAY		Kevan Antoniwk
15		Theresa Bourde		Andrew Pischinger
16		Theresa Bourde		Andrew Pischinger

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SIGNATURE	PRINT	SIGNATURE	PRINT
	Diane Noel-Johnson		Scott Porter
	NATALIE MELNYK		Luke Nixon
	Clinton Jewell		Robert Chadwick
	Pamela Basil		Tammy Villebrun
	Lana McNeill		Jamie Chaban
	P.A. Cozart		Lois Lafferty
	K. I. Kiratko		Ryan Bowers
	Donita Allaire		Chris Francis
	James Williams		Heather Villeneuve
	Dwight Norn		Marie Villeneuve
	Allison McArthur		LISA GOMO
	Jerome Bruva		Vince Lacour
	JENNIFER TASSE		Amy Lusk
	Joleen Coleman		Keria McDonald
	Eileen Tawansing		Jerry Dan
	Chris Simon		

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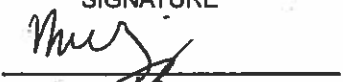
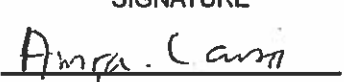


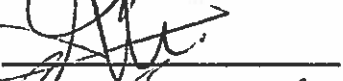





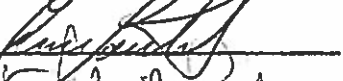
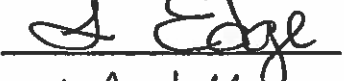
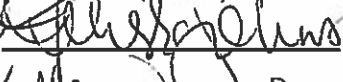
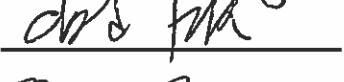
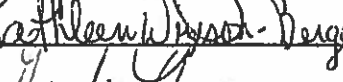
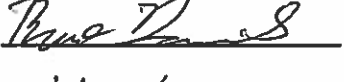
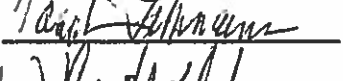

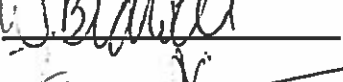

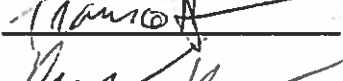
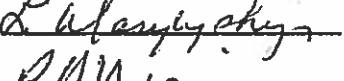

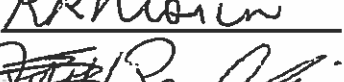

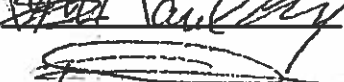
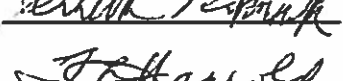
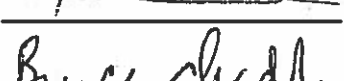
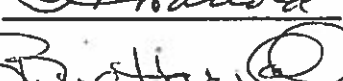
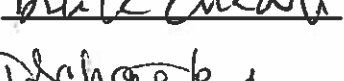
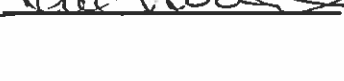
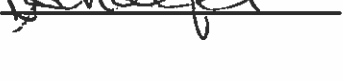
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	Marc Helmberg		
	Andria Sawatzky		JEFF PECK
	Christine Aubrey		JOE GORMALY
	Dianne Daniels		Jennalena
	Ruth Harrold		Anndawn Heron
	Eric Leattit		LOIS EDGE
	Melissa Johns		CHAD FUNK
	Kathleen DIXSON-BERGEN		Brent Daniels
	JOACHIM LEHMANN		Alex Brown
	Wendy Bidwell		Herb Sanders
	FRANCO NAJARIN		L. WASYLSHYN
	Dwayne Venema		ROBERT MORIN
	LEE RUBEN		PAUL CUMMINGS
	Derrick Scabank		Terry Freund
	TERRY HARROLD		Bruce Chadwick
	Brian Harrold		Doreen Schaefer

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SIGNATURE

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Don McDonald

Don McDonald

Leanne Blessie

Leanne Blessie

V. Cochrane

V. Cochrane

Gordon Burke

Gordon Burke

Cathy Allard

Cathy Allard

Beth Masson

Beth Masson

A Emile

A Emile

S. Fenson

SAM RANSOM

Lyndsey Beaulieu

Lyndsey Beaulieu

Garnet Rankin

Garnet Rankin

Anthony Sylte

Anthony Sylte

Andree Steed

Andree Steed

Liam MacDonald

Liam MacDonald

Rochelle Weir

Rochelle Weir

Zydrin Rozou

Zydrin Rozou

Mike Sinclair

Mike Sinclair

John Dougherty

John Dougherty

Brewa Johnson

Brewa Johnson

Kwabeho

Kwabeho

Irene Miller

Irene Miller

Shawna Kidd

Shawna Kidd

Dan McWhorter

Dan McWhorter

Debra Beaulieu

Debra Beaulieu

Kristen Campbell

Kristen Campbell

Stephanie Rankin

Stephanie Rankin

Henry Hobson

Henry Hobson

Mary Bird

Mary Bird

Paul Taylor

Paul Taylor

Beu Pischinger

Beu Pischinger

Don True

Don True

S.J. Webster

S.J. Webster

Ah Wewinger

Ah Wewinger

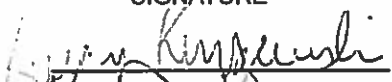
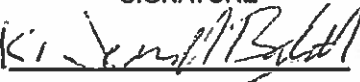

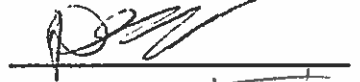


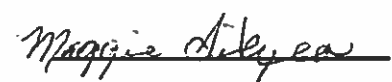
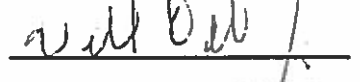
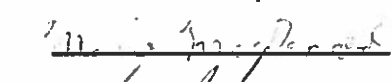

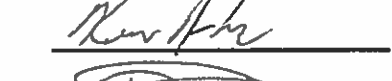
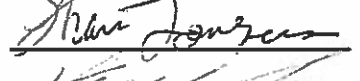
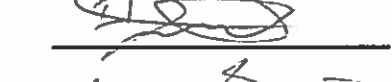
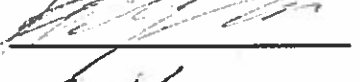
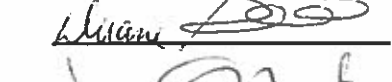

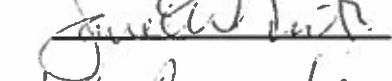
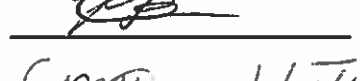
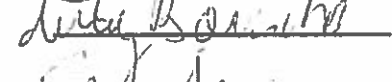
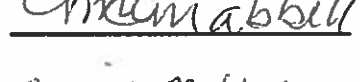

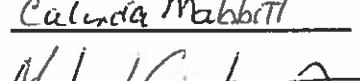

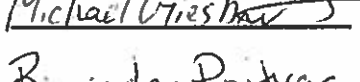
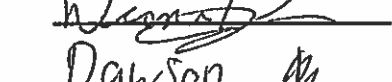
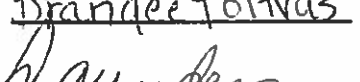
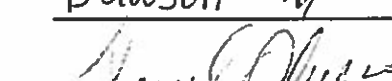
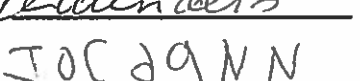
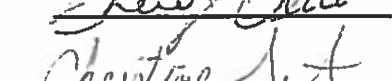

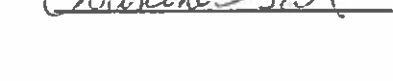

Save Our College!

We, the citizens of Fort Smith, are gravely concerned that the future of the college in Fort Smith, including Aurora College headquarters, as well as Thebacha Campus as a robust centre of learning for Trades and Academic programs, are in danger of being lost to our community as the review process of the college system by a southern accounting firm is underway.

- Fort Smith has historically been "The Education Capital of the North," of which our community is proud and supportive, but that role continues to be eroded as pieces of education programming are routinely hived off and moved to other communities. The college is a plum, sought after by other communities to bolster their economies, but the college is also critical to Fort Smith and importantly, it is ideally suited here, a calm, quiet, welcoming town with excellent facilities. Stop the erosion of our college!
- Fort Smith has long had residence facilities, including Breynat Hall and Mount Aven Hall, a natural advantage over other communities, particularly Yellowknife, for affordable student housing; but Breynat Hall is growing old and Mount Aven Hall is sitting empty, going derelict. Those buildings are still viable with excellent structures, but they need to be properly upgraded and maintained. They also need to be replaced. Where are the plans for new residences? If the college won't do it, that effort must be pushed by our local leaders!
- Too many college classrooms sit empty over time. Why has student recruitment failed so badly in the last decade? Too few students means the college is not working well, but that is not the fault of Fort Smith. The system is broken and needs to be fixed, and Fort Smith should not pay the price!

We call on Mayor Lynn Buckley and her council to request a public meeting with the minister of education and our Thebacha MLA at the earliest convenience - in a sufficiently large venue and where local people have enough time to have a fair hearing on this critical matter - to discuss the future of the college and Fort Smith together, as well as the terms of reference and possible outcomes of the analysis of the college that is currently underway, plus the need for a college daycare to support college students with families.

We also call on MLA Lou Sebert to support this public meeting initiative and further, to commence an active and effective lobbying program at the highest level, working with Town Council, leaders of our two local First Nations, the Métis Nation and local residents to upgrade Thebacha Campus infrastructure, especially residence buildings, as well as the provision of new college residences for the future.

SIGNATURE	PRINT	SIGNATURE	PRINT
	Lucy Karszewski		Senell Balsillie
	Kevin Campbell		Dorian LeClerc
	FRED N. FEDULIC		NAUSIC FOUNDRICK
	MAGGIE SIKIJA		William Dillon Jr
	Marie MacDonell		Adam Wiedrich
	Kevin Hurley		Shawn Tourangeau
	Jack Duffy		Kelly Evans
	Duane Snelgar		ELIZABETH BUTLER
	Janice Minette		ROB LAVIOLETTE
	Mike Bourke		Margaret Mabbitt
	Wayne Koppfe		Calinda Mabbitt
	Monique Day		Michael Giesbar
	Brandee Poitras		Lisa Saunders
	Dawson Bourke		Joc Jann
	Sheryl Overa		Joc Jann
	Christine Siret		Joc Jann

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SIGNATURE	PRINT	SIGNATURE	PRINT
	Rafia Sablimshamel		Aleksandra
	RICHARD FUNK		Haley Mearns
	Brad Laurabette		Doreen Hecon
	Joyce Greenland		Ashley Chambers
	Darcie Flett		PIEME SIMPSON
	Krista Tourangeau		Stacy Blanchet
	Valerie McKenzie		Reel Gauthier
	Joel Dragan Smith		KATHERINE NICKERSON
	Tim Gauthier		Rolf Ziemann
	Joanne Gauthier		DENIS BERNATCHE
	Edward Nadany		DAVID CHEVALIER
	Matthew Poiras		Emily Smith
	Wanda Cathacieve		Bev Tourangeau
	Joanne Krutko		Samuel Gaudin
	Valerie Gauthier		William P.
	CHUCK LOUITT		William P.

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SIGNATURE	PRINT	SIGNATURE	PRINT
	KATIE WANDERING SPIRIT		Josephine Tumbo
	Briann Gagnon		Molly McAllister
	Todd Walsh		Henry Recusor Jr
	Michelle Brown		Marie-F. Cochrane-MacDonell
	Lakesha P. Chahoux		P. Maudsley
	Jennifer Peron		THOMAS NADEAU
	Gabriel Tobac		RAY WILTENBURG
	Karen Youngman		Clyde Gill
	Elizabeth Kikoak		Athena Sharp
	Sheila Sharp		Jonathan Rogay
	Gerry Cheezie		Stephen Rischling
	Corinne Bayard		Roger Vail
	Jennifer Carriere		C. AMERLA
	Jessie Hval		Courtenay Kakwi
	Mareel Carriere		Justin Hroza
	Nadine Kodakin		SHANNON MACKAY



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 02-18
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF FEBRUARY AND THE
SECOND FOR THE YEAR 2018**

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

REGRETS: Cr. McArthur

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

GALLERY: Corporal Chris MacDonald, Patti Haaima, Stan Kukovica

Meeting 02-18
February 20, 2018

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

18-039 Moved by: Cr. Patel Seconded by: Cr. Bell That the agenda be adopted as amended. CARRIED UNANIMOUSLY
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C. PRESENTATIONS

a. RCMP Delegation

- i. Police Report – The RCMP Police Report for January 2018 was reviewed. Corporal Chris MacDonald presented the police report and welcomed any questions or concerns. Cr. Kikoak asked which organizations are involved as community partners regarding domestic violence. Corporal MacDonald advised that Social Services and Victim Services are the other organizations involved. Cr. Kikoak asked who manages follow up in those cases. Corporal MacDonald advised that there are different types of follow up but normally the lead investigator remains in contact with all parties and the supervisor ensures that procedures are followed. Cr. Patel commended Corporal MacDonald. She asked for clarification on which Chief and Council was the meeting with on January 22, 2018. Corporal MacDonald advised it was with Salt River First Nation Chief and Council. Cr. Holtorf asked if youth can be included in the main priorities of the report. Corporal MacDonald agreed that youth crime is an issue and advised that they are taking a proactive approach to dealing with the youth. Cr. Holtorf asked what ages constitutes as youth in the police report. Corporal MacDonald indicated that youth are from ages 12-18. Mayor Napier-Buckley indicated that total violations have gone down since last year and asked if that could be a result of the drop in youth crime. Corporal MacDonald indicated that could be a result of many factors but he is not sure why the numbers are down. Cr. Bell asked if skidoo patrols are being completed by the RCMP. Corporal MacDonald advised that no skidoo patrols have been completed. Cr. Bell asked if there are any plans to do skidoo



patrols. Corporal MacDonald advised that there are currently no plans to do skidoo patrols.

D. **APPROVAL OF MINUTES**

18-040 Moved by: Cr. Bell
Seconded by: Cr. Dumont

That the minutes of Regular Meeting 01-18 of January 23, 2018 be adopted as presented.

CARRIED UNANIMOUSLY

18-041 Moved by: Cr. Kikoak
Seconded by: Cr. Holtorf

That the minutes of Special Meeting SP-02-18 of February 13, 2018 be adopted as presented.

CARRIED UNANIMOUSLY

F. **DECLARATION OF FINANCIAL INTEREST**

Cr. Kikoak declared a conflict of interest with respect to Council motion 18-048.

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

G. **COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee-D/M Smith asked if there is any update on the Strategic Plan. Administration advised there is no update and that he will follow-up with the consultant.

18-042 Moved By: Cr. Bell
Seconded By: Cr. Dumont

That the attached Corporate Services Standing Committee minutes from February 6, 2018, be adopted as presented.

CARRIED UNANIMOUSLY

Accounts Paid Part I

18-043 Moved By: Cr. Kikoak
Seconded By: Cr. Bell

That the Accounts Paid List Part I for the period ending January 31, 2018, totaling **\$316,473.48** be approved.

CARRIED UNANIMOUSLY

Accounts Paid Part II

18-044 Moved By: Cr. Patel
Seconded By: Cr. Holtorf

That the Accounts Paid List Part II for the period ending January 31, 2018, totaling **\$630.63** be approved.

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



Community Services Standing Committee

18-045 Moved By: Cr. Kikoak
Seconded By: Cr. Patel

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

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

ABC Appointments

18-046 Moved By: D/M Smith
Seconded By: Cr. Bell

That Jeannie Marie-Jewel be appointed to the Advisory Board on Culture for a term ending December 31, 2019.

CARRIED UNANIMOUSLY

Fourth Quarter Variance Report

18-047 Moved By: Cr. Holtorf
Seconded By: Cr. Kikoak

That the Fourth Quarter Variance report be adopted as presented.

CARRIED UNANIMOUSLY

Cr. Kikoak left the meeting

RCC Concession

18-048 Moved By: D/M Smith
Seconded By: Cr. Dumont

That the Town of Fort Smith enter into negotiations with Anna's Home Cooking for a trial period of a three or four month term for no less than \$800 a month in rent.

CARRIED UNANIMOUSLY

Cr. Kikoak entered the meeting

Municipal Services Standing Committee

18-049 Moved By: Cr. Patel
Seconded By: D/M Smith

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

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

Arctic Energy Alliance Expression of Interest

18-050 Moved By: Cr. Patel
Seconded By: Cr. Bell

That an expression of interest application be completed and submitted to the Arctic Energy Alliance for the Community Government Building Energy Audit Project.

CARRIED UNANIMOUSLY



b. Enactment of Bylaws and Policies

Bylaw 988 Chase the Ace Lottery License Bylaw Third Reading

18-051 Moved By: Cr. Bell
Seconded By: D/M Smith

That Bylaw 988 Chase the Ace Lottery License Bylaw be given Third Reading by title only.

CARRIED UNANIMOUSLY

c. Mayor and Council

- i. Cr. Tuckey – Cr. Tuckey highlighted her appreciation in attending the NWTAC AGM. She advised that she is currently attending a teacher’s conference and learning behavior and the benefits of interaction between people.
- ii. Cr. Holtorf – Cr. Holtorf commended Council in their NWTAC AGM reports. He indicated that he would like for more youth involvement. He commended Administration on the work completed on the AWG Budget.
- iii. Cr. Bell – Cr. Bell thanked the advisory boards for all their hard work. She was pleased with the ENR meeting and commended SDAB in moving forward with the Waste Management Plan. She was pleased with the progress made in preparing for AWG and is excited about the games. She commended Administration on completing the events calendar.
- iv. D/M Smith – D/M Smith advised that all resolutions that were submitted to the NWTAC AGM from the Town of Fort Smith were passed. He commended Cr. Tuckey on her role as co-chair. He commended Mayor Napier-Buckley, Cr. Kikoak, Cr. Tuckey and Cr. Patel on their contribution to the women’s caucus. He advised that he is concerned with the smoking in building entrances and suggested amending the bylaw to coincide with the Cannabis Legislation. He commended all the volunteers for the events happening in the community. He is pleased with the Town staff on snow removal of roads and walk ways. He suggested having more youth delegates for the NWTAC AGM and commended the efforts of the youth delegates that attended. He suggested having the Towns Strategic Plan presented at the Thebacha Trade Show scheduled for April 28, 2018.
- v. Cr. Patel – Cr. Patel was pleased with the progress on the game events for the AWG and can feel the excitement in the air. She was pleased with the posted AWG calendars. She was pleased with all the scheduled events that are planned before the AWG and commended the volunteers. She was pleased to attend the NWTAC AGM. She advised she is interested in obtaining more information and updating certain bylaws that could be beneficial to the Town. She indicated that that would be a good opportunity to work with the local bands and Metis. She advised that there were also incentive programs and funding opportunities presented at the NWTAC AGM that the Town can acquire to get more involvement from the public. She indicated that she will follow up with Administration and provide the information.



- vi. Cr. Dumont- Cr. Dumont advised that he enjoyed the NWTAC AGM and training sessions. He commended the presenters and was pleased with all the presentations at the NWTAC AGM. He was pleased that all resolutions submitted by the Town of Fort Smith were all passed.
- vii. Cr. Kikoak – Cr. Kikoak was pleased with the experience in attending the NWTAC AGM. She indicated that an invitation was offered to all women in leadership to a caucus after the meeting. She indicated that she was interested to hear all their plans, topics and ideas including daycare centers and childcare for both parents, and changing the Election Act. She advised that the workshop on Municipal Governance was very informative.
- viii. Mayor Napier-Buckley- Mayor Napier-Buckley was pleased with the elected officials workshop on the first day of the NWTAC AGM and was grateful for sending the amount of Councillors as they did. She commended Cr. Patel, Cr. Kikoak, and Cr. Tuckey for their participation in the women’s caucus. She advised that the Minister is now looking at adding the women’s caucus to future agenda’s. She suggested to do a debrief on the NWTAC AGM and the outcomes including the revision of bylaws. She indicated that the draft bylaws are located on the NWTAC website. She congratulated Gameti on winning the Healthy Communities Award. She advised that the Town of Fort Smith got an honorable mention on their application. She advised that the Thebacha Trade Show is scheduled for April 28, 2018 and welcomed Council suggestions on what to include for the trade show.

d. Administration

Cr. Kikoak left the meeting

Briefing Note RCC Concession – the briefing note was reviewed. Administration presented the briefing note and advised that a copy of the proposed contract is included with the briefing note. He indicated that the document can be renewed in case Anna’s Home Cooking wishes to extend the contract. Cr. Dumont asked for clarification on the deep fryer. Administration advised that the deep fryer has been removed from the building. Cr. Patel asked if any concerns from other businesses were brought forward regarding the contract. Administration advised that no concerns were brought to his attention. Mayor Napier-Buckley advised that no concerns were brought to her attention. Cr. Holtorf asked for clarification on the hours of operation. Administration indicated that the only criteria that is included in the contract is that they operate within the hours of operation of the RCC.

<p>18-052 Moved By: Cr. Dumont Seconded By: Cr. Patel</p> <p>That Council approves Administration to enter into a contract with Anna’s Home Cooking for a three-month lease of the Recreation and Community Centre Concession for \$800/month.</p> <p>CARRIED UNANIMOUSLY</p>

Cr. Kikoak entered the meeting

Briefing Note Chase the Ace Application – The briefing note was reviewed. Administration indicated that the third reading of the Chase the Ace lottery license has been completed making the bylaw official. He advised that a application has been received for a Chase the Ace Lottery License. He indicated that there is a screening process done by SAO based on a number of criteria to ensure that applicants are putting their money back into the good of the community. He noted that the screening is



completed by the Senior Administrative Officer and selection is done by Council. He advised that the Chase the Ace Bylaw includes a process to be followed when selecting. He indicated he has one application from AWG which he screened with the criteria set in the Bylaw. He indicated that since there is only one application received there is no need for Council approval on selection. Cr. Dumont suggested providing a motion to support the decision of the application and provide confidence to Administration. Cr. Holtorf suggested changing the selection as Council is not approving the motion but supporting the decision to approve.

18-053 Moved By: Cr. Dumont
Seconded By: Cr. Bell

That the Chase the Ace application submitted by the AWG committee be approved.

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

Briefing Note AWG B3 Budget – The briefing note was reviewed. Administration advised that the last budget that was passed was the bid budget and that Council has not approved a AWG budget since. He indicated that the Host society has approved a B1 and B2 budget and have taken different approaches to budgeting. He advised that the Town of Hay River and the Town of Fort Smith have implemented contingency planning which is included in the B3 budget. He advised that the Town of Hay River and the Town of Fort Smith have also provided some final directives to the host society and that the B3 budget is now what is being followed by the Host Society. He advised that the federal funding was received and that the B3 budget is now finalized to be approved by Council. He indicated that the B3 budget now balances and has a slight surplus. He noted that there was bedding that arrived damaged and had to be taken out of the contingency fund bringing the revenue down to ninety thousand from one hundred thousand. He indicated that the Town of Hay River and the Town of Fort Smith are working on implementing spending controls on the contingency fund. He advised that there are line items that will not be known until after the games are done. He indicated that contracts have also been solicited since the budgeted was completed. D/M Smith advised that he will get more information on cash and in-kind sponsorship. He advised that the host society is receiving more sponsorship from local businesses including Immigration Canada who are waving custom costs and is now diamond sponsor. He advised that more funding was received which wasn't expected. He advised that the Casino night fundraising revenues are not included in the budget. He advised that contributions have been received from local businesses which includes The Pelican Rapids Inn, Kaeser's Store, and CAB Construction. He advised that upgrades have been made to Breynant Hall and the Cook Program at Aurora College is underway. He advised that the host society is confident in meeting the projected in kind contributions. Cr. Patel asked if contributions by town staff are being tracked for AWG. Administration advised that the costs are being tracked. Cr. Patel suggested that the Mayor schedule be revised to ensure she is available full time for the week of AWG. Mayor Napier-Buckley advised that her schedule has been revised and she will be available throughout AWG. Cr. Holtorf asked if there will be a independent audit completed for AWG. D/M Smith confirmed that an independent audit it completed on AWG.

18-053 Moved By: Cr. Bell
Seconded By: Cr. Dumont

That the AWG B3 budget be adopted as presented.

CARRIED UNANIMOUSLY

Cr. Dumont left meeting.



Briefing Note AWG Road Closure Request – Administration advised that there have been several road closures to Marine Drive between Mills and Wapiti in the past for events, security of the children, and that didn't seem to affect residents. He indicated that the proposed road closure is for Conibear Crescent for the beginning and at the end of the AWG for off loading passengers.

18-054 Moved By: Cr. Patel
Seconded By: Cr. Bell

That Council approve the road closures proposed by the AWG Host Society

CARRIED UNANIMOUSLY

Cr. Dumont entered the meeting.

I. **ABSENCE OF COUNCIL MEMBERS**

18-055 Moved By: Cr. Patel
Seconded By: Cr. Bell

That Cr. Holtorf be excused from the Corporate Services Standing Committee Meeting on February 6, 2018.

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

18-056 Moved By: Cr. Patel
Seconded By: Cr. Holtorf

That Cr. Bell be excused from the Community Services Standing Committee Meeting on February 13, 2018.

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

18-057 Moved By: Cr. Kikoak
Seconded By: Cr. Patel

That Cr. Bell and Cr. Dumont be excused from the Municipal Services Standing Committee Meeting on February 13, 2018.

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

18-058 Moved By: Cr. Dumont
Seconded By: Cr. Holtorf

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

CARRIED UNANIMOUSLY



J. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – March 6, 2018
Community and Municipal Services Standing Committee Meetings – March 6, 2018
Council Meeting 03-18– March 13, 2018

K. **ADJOURNMENT**

18-059 Moved By: Cr. Patel

Seconded By: Cr. Dumont

That the meeting be adjourned at 8:38 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 13th day of March, 2018.

Mayor Lynn Napier-Buckley

Certified Correct by the
Senior Administrative Officer Keith Morrison

L. **QUESTION PERIOD**

A question period was offered in accordance with policy.



Town of Fort Smith
Corporate Services Committee
Tuesday, March 6, 2018, at 7:00 pm

Chairperson: D/M Smith
Members: Mayor Napier-Buckley (Conference Call), Cr. Kikoak, Cr. Bell,
Cr. McArthur, Cr. Holtorf, Cr. Dumont
Regrets: Cr. Patel, Cr. Tuckey
Staff Present: Keith Morrison, Senior Administrative Officer; Jim Hood, Director
of Corporate Services; Lisa-marie Pierrot, Executive Secretary;
Cynthia White, Director of Community Services; Paul Kaeser,
Director of Municipal Services
Guests: Montana King, Wanda Menacho

1. Call to Order

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

2. Declarations of Financial Interest

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

3. Review

a. Agenda –The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Bell

Seconded by: Cr. Dumont

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

b. Minutes – The minutes of February 6, 2018, were reviewed and have been
adopted at the Council meeting of February 20, 2018.

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

d. Strategic Plan – The Strategic Plan was reviewed.

e. Draft Strategic Plan – The Draft Strategic Plan was reviewed.
Administration advised that the draft Strategic Plan is before Council for
review. He advised that the consultant will be meeting with Council for
discussion prior to the Trade Show in April. He indicated that he
anticipates two visits from the consultant for planning and finalization of
the draft document. Cr. Kikoak asked if the second visit from the
consultant is in the budget. Administration advised that there is one visit
left in the budget and he indicated that the budget can be amended to
include a second trip for the consultant to be available for the Trade Show
in April. Cr. Holtorf asked if the consultant wanted more input from
Council on the Strategic plan. Administration advised that the consultant
has all the content and is in the process of defining and preparing to
present to Council. Cr. Bell commended Administration on the document
and thinks it's a good start on creating a plan and starting actions. She
indicated that she would like more additions that she will email to
Administration for inclusion. She suggested sharing the draft document
with the advisory boards along with some youth groups to get their visions
on Fort Smith.

4. Governance

a. Council Priorities

- i. Property Tax Issues
- ii. Commissioner's Land within Municipal Boundaries
- iii. Fire Abatement

Administration advised that he attended a Fire Smart Course last week in Yellowknife provided by ENR. He indicated that he is now a local fire smart representative. He advised that ENR has awarded the contract for the fire break at the airport and work will be commencing shortly. He advised that concerns were also brought forward at the course regarding commissioner's lands not being maintained. He advised that residents are maintaining their properties and being fire smart but can only go so far from their properties. He noted that ENR and Lands have identified the issues and will work on taking responsibility of maintaining commissioners land more effectively.

iv. GNWT Job Reductions

- v. Aurora College Program Review – D/M Smith asked for an update on the final draft letter. Mayor Napier-Buckley advised that she is waiting to hear back from the consultant and that she is trying to get contact information from ECE to send the final copy. D/M Smith identified March 31, 2018 as the deadline for the draft to be submitted as per Minister Moses. D/M Smith asked if there is a possibility of meet with the consultant. Mayor Napier-Buckley doubted that a meeting with consultant is possible. She asked for direction on who to send document to. Cr. McArthur advised putting the document on the website and send to all MLA's. Administration advised that there is a delegation request made by a resident to present a petition to Council at the Regular meeting of Council regarding the Aurora College TEP program.

vi. Boundary Expansion

- vii. Road to Garden River – Mayor Napier-Buckley advised that she was in contact with Chief Waquan of the Mikisew Cree regarding the road to Garden River. Cr. Kikoak suggested having a meeting with Chief Waquan and inviting the Salt River First Nation and Smith Landing First Nation. She suggested giving the other governments time to meet and consult with their Councils prior to meeting with the Town. She indicated that 10-12 days is not a reasonable time frame to allow for that. Mayor Napier-Buckley indicated that it will be an exploratory meeting of all different departments and the Chiefs can consult with their Council's after meeting with the Town. She advised that the Chief Waquan stressed the urgency of meeting as soon as possible to take advantage of the Winter Road. Cr. Kikoak would like to give as much notice as possible to other governments.

5. Finance

- a. Accounts Paid List Part I– The Accounts Paid List was reviewed.

RECOMMENDATION

Moved by: Cr. Holtorf

Seconded by: Cr. Dumont

That the Accounts Paid Part I for the period ending February 28, 2018, totaling \$776,859.23 be approved.

CARRIED UNANIMOUSLY

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

RECOMMENDATION

Moved by: Cr. Holtorf

Seconded by: Cr. Bell

That the Accounts Paid Part II for the period ending February 28, 2018, totaling \$6,886.87 be approved.

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

ABSTAINED – MAYOR NAPIER-BUCKLEY, CR. MCARTHUR

6. Other Business

a. Correspondence – The February, 2018 correspondence was reviewed. Mayor Napier-Buckley advised that she has received a request for a letter of support from Northwestern Air Lease for flight school. Council supports and advised Mayor Napier-Buckley to provide the letter of support.

b. Licensing Report – The February, 2018 licensing report was reviewed.

7. Excusing of Councillors

RECOMMENDATION

Moved by: McArthur

Seconded by: Holtorf

That Cr. Patel and Cr. Tuckey be excused from the Corporate Services Standing Committee meeting of March 6, 2018.

CARRIED UNANIMOUSLY

8. Date of Next Meeting

The next meeting of the Corporate Services Standing Committee will be April 3, 2018.

9. Adjournment

RECOMMENDATION

Moved by: Cr. Dumont

Seconded by: Cr. Bell

That the meeting be adjourned at 7:26 pm.

CARRIED UNANIMOUSLY



TOWN OF FORT SMITH
ACCOUNTS PAID LIST PART 1
FOR THE PERIOD ENDING February 28, 2018

CHQ #	SUPPLIER	DESCRIPTION	AMOUNT	DEPT.
33507	MSS LTD	Materials/supplies	\$ 2,057.79	Ambulance
33508	GNWT	Test results	\$ 224.70	WTP
33509	Parks Canada	Winter road maintenance	\$ 5,000.00	AD
33510	Paul Kaesers Stores LTD	Materials/supplies	\$ 110.85	RCC
33511	Northwestel INC	Internet	\$ 1,050.70	Multiple
33512	NWT Power Corp	December power bills	\$ 51,074.52	Multiple
33513	Petty Cash TOFS C/O Michelle Gauthier	Reception petty cash	\$ 52.10	AD
33514	Town of Fort Smith	Water bills	\$ 1,441.47	Multiple
33515	Federation of Canadian Municipalities	Membership fees	\$ 614.71	AD
33516	Northern News Service	Director of Community Services job posting	\$ 2,202.48	AD
33517	Petty Cash TOFS C/O Jeff Perry	RCC petty cash	\$ 52.07	RCC
33518	Northwestern Air Lease	Freight	\$ 183.86	Multiple
33519	CAB Construction	Repair of Tamarac lift station	\$ 110.25	WTP
33520	Fort Smith Minor Hockey Association	Reimbursement for damaged jerseys	\$ 1,680.00	RCC
33521	TDC Contracting	Clamps	\$ 24.91	WTP
33522	Wesclean Northern Sales LTD	Freight	\$ 1,466.69	FD
33523	Nu Mechanical	New pumps & devices to upgrade, fix boiler at water tower	\$ 7,644.91	WTP
33524	Rapid Petroleum Products	Gas	\$ 1,218.93	Multiple
33525	4Imprint	Winter jackets for volunteer fireworks for Pyrotechnicians	\$ 1,499.87	AD
33526	The Prophet Corporation	RCC equipment	\$ 10,509.15	RCC
33527	Office Solutions	Laminating pouch, business card	\$ 39.19	RCC
33528	United Library Services INC	Book order	\$ 302.97	LIBRARY
33529	Quickprint	Custom christmas card printing supplies	\$ 209.90	AD
33530	Daitch & Associates	Teacher education program brief	\$ 5,000.00	AD
33531	TDC Contracting	Fuel, gas, cardlock	\$ 43,173.43	Multiple
33532	Investors Group	January contributions	\$ 400.00	AD
33533	Paul Kaesers Stores LTD	Materials/supplies	\$ 604.63	Multiple
33534	Lou's Small Engines	Propane, materials/supplies	\$ 1,296.75	Multiple
33535	Territorial Beverages LTD	Materials/supplies	\$ 1,508.79	RCC
33536	NWT Power Corp	January power bills	\$ 52,918.50	Multiple
33537	Wally's Drugs	Materials/supplies	\$ 383.96	Multiple
33538	Town of Fort Smith	January payroll deductions [R]	\$ 1,185.00	
33539	Receiver General	Payroll tax deductions (TAX, CPP, UIC) \$45578.14 [R]	\$ 45,578.14	
33540	Receiver General	Payroll tax deductions (TAX, CPP, UIC) \$47790.80 [R]	\$ 47,790.80	
33541	Receiver General	Payroll tax deductions (TAX, CPP, UIC) \$46386.80 [R]	\$ 46,386.80	
33542	NWTAC	NWTAC membership dues	\$ 8,265.78	AD
33543	Public Service Alliance of Canada	January union dues [R]	\$ 4,409.53	
33544	Thyssenkrupp Elevator	Elevator service contract	\$ 1,216.69	RCC
33545	GNWT-Taxation Division	January payroll tax [R]	\$ 6,254.11	
33546	Northern Stores INC	Materials/supplies	\$ 933.76	Multiple
33547	NEBS Pension Fund	January premiums \$30470.36 [R]	\$ 30,470.36	
33548	Fort Smith Animal Society	Donation	\$ 500.00	AD
33549	Terry's Carpentry Service	Ambulance bay lease	\$ 5,040.00	Ambulance
33550	Mercury Sign Art & Design	Award banners	\$ 220.50	RCC
33551	Wesclean Northern Sales LTD	Library/Arena/janitorial	\$ 285.81	Multiple
33552	Fort Smith Ski Club	2018 Annual Contribution	\$ 7,500.00	AD
33553	NEBS Group Insurance Fund	January premiums \$8021.11 [R]	\$ 8,021.11	
33554	Aquam Inc.	Materials/supplies	\$ 293.58	RCC
33555	Bobcat of the Peace	Tire for bobcat	\$ 291.25	PW
33556	Infosat Communocations	Satellite phone bill	\$ 154.22	AD
33557	RDV Mechanical	Service unit 6, unit 35	\$ 509.78	FM
33558	Town of Fort Smith Employees Association	Staff contributions for January 2018 *	\$ 296.00	
33559	Power Surge Technologies LTD	Replacement cell phone	\$ 173.23	FM
33560	Arctic Alarm/Diamondtel	Alarm monitoring	\$ 59.80	RCC
33561	Arctech Computers INC	2 computers and monitors	\$ 3,259.28	AD
33562	Fields	Materials/supplies	\$ 170.48	RCC
33563	Office Solutions	Materials/supplies	\$ 337.09	Multiple
33564	SEE ACCT'S PAID LIST II			
33565	CANCELLED			
33566	Desnede Farmers Market	Donation	\$ 500.00	AD
33567	Customer	Refund for making waves-child unable to attend event	\$ 40.00	RCC
33568	Customer	Refund cancellation	\$ 117.00	RCC
33569	Cascade Graphics	Door hangers	\$ 389.55	WTP
33570	Grimshaw Trucking	Freight	\$ 428.31	Multiple
33571	Link Hardware	Monthly purchases December	\$ 1,099.49	Multiple
33572	Pitney Bowes	Postage meter supplies	\$ 676.14	AD

33573	Wally's Drugs	Supplies	\$	21.00	RCC
33574	Freund Building Supplies	Materials/supplies	\$	797.24	PW
33575	Xerox Canada LTD	Copier usage	\$	881.46	AD
33576	Solid Waste Association of North America	Association dues	\$	269.24	FM
33577	TDC Contracting LTD	Materials/supplies	\$	1,982.01	Multiple
33578	Wesclean Northern Sales LTD	Shipping	\$	263.54	PW
33579	Manitoulin Transport	Freight	\$	171.14	FD
33580	506830 NWT LTD o/a Chase's Pit Stop	Gas	\$	237.97	BYL
33581	Arctech Computers Inc.	Computer assistance	\$	3,615.00	AD
33582	Office Solutions	Binder	\$	10.70	WTP
33583	United Library Services Inc	book order	\$	48.92	LIBRARY
33584	Bank of Montreal	Jim Hood statement	\$	2,027.51	
		\$1305.91 Bell cell phone bill			
		\$529.50 Land title registration fees			
		\$192.10 Pool making waves pizza			
33585	Bank of Montreal	Keith Morrison statement	\$	380.62	
		\$60.85 RAB lunch January 8, 2018			
		\$40.32 Customs fees			
		\$34.03 Amazon-book order			
		\$60.85 ABC lunch meeting January 17, 2018			
		\$87.10 TTAB lunch meeting January 17, 2018			
		\$97.47 interest purchases			
33586	Grimshaw Trucking	Bobcat tire shipping, sewer flusher parts	\$	505.71	Multiple
33587	Investors Group	February contributions [R]	\$	400.00	
33588	Paul Kaesers Stores LTD	Materials/supplies	\$	3,240.33	Multiple
33589	Town of Fort Smith	February payroll deductions [R]	\$	952.25	
33590	Xerox Canada LTD	Copier usage	\$	671.68	AD
33591	Receiver General	Payroll tax deductions (TAX, CPP, UIC) \$44538.89 [R]	\$	44,538.89	
33592	Public Service Alliance of Canada	February union dues [R]	\$	4,247.84	
33593	GWNT-Taxation Division	February payroll tax [R]	\$	6,064.15	
33594	NEBS Pension Fund	February Premiums \$24,223.92 [R]	\$	24,223.92	
33595	Taxation Division	January school tax remittance [R]	\$	1,020.20	
33596	TDC Contracting LTD	Fuel, Diesel, Materials/supplies	\$	35,702.79	Multiple
33597	SEE ACCT'S PAID LIST II				
33598	NEBS Group Insurance Fund	February Premiums \$7,671.23 [R]	\$	7,671.23	
33599	RDV Mechanical	Materials/supplies	\$	4,813.03	Multiple
33600	Town of Fort Smith Employees Association	Staff Contributions for February 2018 [R]	\$	296.00	
33601	Employee	WTP operator class 2 course	\$	185.00	WTP
33602	Customer	50% payment for circus camp, July 2018	\$	5,435.00	RCC
33603	Canada Basketball	Materials/supplies	\$	922.06	RCC
	Payroll	February 2, 2018 pay period	\$	105,549.88	
	Payroll	February 16, 2018 pay period	\$	102,801.25	

\$ 776,859.23



TOWN OF FORT SMITH
ACCOUNTS PAID LIST PART 2
FOR THE PERIOD ENDING February 28, 2018

CHQ #	SUPPLIER	DESCRIPTION	AMOUNT
33564	Mayor	ENR meeting feb 14th, nwtac meeting, awg>HY feb 3,	\$ 1,318.62
33597	Aurora TPI Travel	Travel for J.T Jan22-28,2018, J.F, J.M,ticket for C.W Fe	\$ 5,568.25
TOTAL			<u>\$ 6,886.87</u>

DEPT.

Multiple



Town of Fort Smith
Community Services Committee
Tuesday, March 6, 2018, at 7:00 pm

Chairperson: D/M Smith
Members: Mayor Napier-Buckley (Conference Call), Cr. Dumont, Cr. Bell,
Cr. Kikoak, Cr. Holtorf, Cr. McArthur
Regrets : Cr. Patel, Cr. Tuckey
Staff Present: Keith Morrison, Senior Administrative Officer; Paul Kaeser,
Director of Municipal Services; Cynthia White, Director of
Community Services; Lisa-marie Pierrot, Executive Secretary
Guests: Montana King, Wanda Menacho

1. Call to Order

D/M Smith called the meeting to order at 7:28 pm.

2. Review

a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Dumont

Seconded by: Cr. Bell

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

b. Minutes – The minutes of February 13, 2018, were reviewed and have been adopted at the Council meeting of February 20, 2018. Cr. Bell asked if the Day Camp Program will be operating during the AWG. Administration advised that the Day Camp Program will be operated out of the Library. The Director of Community Services advised that the Day Camp Program will be operating during regular times from the Library for the first week and from the Recreation Centre during the second week.

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

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

3. Recreation

a. Recreation Services

i. Recreation Statistics – The February, 2018 recreation statistics report was reviewed. The Director of Community Services advised that there is nothing out of ordinary. She indicated that the Dene games should not be included in the statistics as that was held in January. She advised that the attendance is high for the Saturday evening Youth Program and is currently looking for additional staff

to operate that program. She indicated that the Recreation Centre was closed on Monday February 26, 2018 to have the floor stripped and waxed. She advised that the Jr. Swim Club started again. She noted that she provided a swim instructors course to qualify more life guards to be instructors.

- ii. Pool Statistics – The February, 2018 Pool statistics report was reviewed.
 - iii. Arena Statistics – The February, 2018 Arena statistics report was reviewed. The Director of Community Services advised that she is working with new staff on taking statistics. She advised that there were two hockey tournaments in February. She indicated that there will be a day camp held during the schools spring break. She advised that the Circus Camp is rescheduled for July due to AWG. She advised that staff are working hard to prepare for the AWG by completing the maintenance and beautifying of facilities. She indicated that the Recreation Centre Concession opened on Monday, March 5, 2018 which has increased traffic at the Recreation Centre. Cr. McArthur asked what is the youth drop in fee for the Saturday Youth Program. The Director of Community Services advised that there is no fee for the Youth Program. Administration advised that there is a huge increase in attendance on Saturday night due to the Youth Centre being closed at Uncle Gabe's Friendship Centre. He advised that there is no funding to staff that program but he could work on obtaining funding in the future. The Director of Community Services advised that MACA funding does cover that program but has decreased in funding over the years and is not enough to pay for the entire program. D/M Smith commended the Director of Community Services and Administration on youth engagement. Cr. Holtorf asked if the funds received from lottery licenses can be used to fund that program for the youth. Administration advised that the lottery license fund is administered by the Town, Salt River First Nation and the Metis. He advised that the fund can be used to fund that program, but it has to approved by all three parties. Cr. Kikoak commended the Recreation Centre staff on youth engagement and supports looking for extra funding to fund the Youth Program.
- b. Recreation Advisory Board – Cr. McArthur updated Council on the RAB meeting that was held on March 5, 2018. He indicated that the Recreation Centre and Arena will be closed starting on March 14, 2018 for the AWG. He indicated that the discussion on reducing drop in fees for the Recreation Centre has been tabled to the May 2018 RAB meeting to allow for data to be collected. He advised that there is an electronic sign that will be installed on the Recreation Centre building. D/M Smith asked if staff will continue to track statistics during the AWG. Administration advised that that will be overwhelming as staff are secondary front line workers and are

there for support for building services. He advised that staff will not be in a position to track statistics and that data could be obtained from the host society.

- c. AWG Youth Seating and Facility Use – Cr. Kikoak was concerned that seniors will not be provided with seats at the venues for AWG. She would like to make a motion to provide priority seating for elder's and persons with disability along with assistance from volunteers. D/M Smith advised that the Host Society is providing priority seating and that elders are included. Mayor Napier-Buckley advised she has contacted the host society and has been advised that there is reserved seating for elders and persons with disability along with volunteers to assist them to their seats. Cr. Kikoak advised that she would like a notice posted for the public to share the seating arrangements for elders. D/M Smith advised that he will bring to the AWG meeting on Monday March 12, 2018. Cr. Dumont indicated that the mezzanine is a great place for persons with disability's and elders but that there are no speakers from the ice area. Administration advised that the speakers do work in the mezzanine area, but is not be available for the AWG as it will be occupied by AWG VIP. Cr. Kikoak asked if a request can be made to include elders as VIP. Administration advised that the programs and venues have been provided to AWG in the bid document and that the mezzanine was identified as a venue for the AWG to use how they want. He advised that the Town is only responsible to staff and maintain the venues. He suggested to wait on the feedback from D/M Smith. Cr. Bell indicated that the temperature in the ice part of the Arena is cold and asked if its possible to install heaters so seniors are not so cold watching the games. Administration advised that old propane heaters were previously used to heat the seats and are still available but unable to have them installed prior to the AWG. He advised that he could confirm that the is heat turned up for the time being and will look at reinstalling propane heaters in the summer. Cr. McArthur asked if the Fort Smith Centennial Arena will be renamed Rowe's Arena for AWG. Administration advised that the contract with the host society indicates that for the purposes of sponsorship venues will be have an associated sponsor name. He indicated that AWG will be placing sponsor names and signage at the venues. He advised that the venues will not be renamed permanently. He added that with the ITI signage funding there are plans to have a sign on the Arena Building that says Fort Smith Centennial Arena with the Town's logo. D/M Smith advised that Council has directed the host society to find means to get funding where the games will break even and sponsorship is a means of getting that accomplished. He indicated that there are sponsorship packages that demonstrate the priority status you have at sponsored venues. Cr. Dumont indicated that he is satisfied and has a better understanding of the sponsorship naming. He suggested that a

recommendation be made to the host society to consider changing the signs to say games are sponsored by, rather than the venue is sponsored by, to eliminate the confusion of the venues being renamed. D/M Smith indicated that naming venues is common form of sponsorship for the duration of any major sporting event. Mayor Napier-Buckley noted that the venue sponsored names will be in place only for the week of the AWG. D/M Smith advised that volunteer training sessions have commenced and that uniform distributions will happen the week of March 12, 2018. Mayor Napier-Buckley advised that the host society was not taking volunteers under the age of 13 but are now and they have to be accompanied by a parent. D/M Smith advised that there was specific request was made by parents and invited parents to sign up their children to be volunteers. The Director of Community Services advised that younger children are also being asked to volunteer as the games requires medal bearers. D/M Smith advised that there are only three ticketed events for AWG and recognized the parents of jiggers that were invited to the opening ceremonies in Hay River have been denied access. He advised that the host society is working on providing tickets to those parents. Administration advised that the opening ceremonies will be happening in Hay River. He indicated that AWG is looking at having the opening ceremonies live streamed in Fort Smith. He advised that they are planning to host the event outdoors near the Arena or Snowboard Park. He indicated that the cauldron will also be presented to light and will require Council's suggestions on a final resting place for the cauldron. D/M Smith advised that there is a AWG app available for updates on the games and that the indoor events will be available in both communities. Administration advised that the outdoor location is being considered so that live streaming is available in both communities.

4. Library

a. Library Services

i. Library Statistics – The February, 2017, library statistics report was not available. The Director of Community Services advised that the Library will be open extended hours during the week and regular hours on the weekend for the week of AWG. She advised that the Library will be open from 1-9 pm during the week of AWG.

b. Advisory Board on Culture- Cr. Holtorf advised that the Advisory Board on Culture now has five members and does intend to have a meeting in near future.

5. Community Events/Liaison with Community Organizations

- a. Northern Life Museum Update – Cr. Bell updated Council from meeting on March 5, 2018. She advised that there will be an Alaska, dog, and elder display for the AWG. She advised that the Museum will be open extended hours for the AWG. She noted that there will also be workshops available for the week of AWG, there is a fee of \$20.00 per workshop, and the workshops are an hour to hour and half in duration. She advised that there is a beading workshop on April 7 and a membership breakfast on April 14, 2018.

6. Other Business

- a. Briefing Note Adult Hockey Tournament Donation Request – The briefing note was reviewed. The Director of Community Services advised that a donation request has been received from the Fort Smith Recreation Hockey League for ice fees and mezzanine use during the Wood Buffalo Frolics Hockey Tournament. She indicated that the ice fees and mezzanine use for the weekend total \$1250.00 and advised that the hockey tournament is a cash prize tournament. Mayor Napier-Buckley asked if the league is a mixed league. The Director of Community Services advised that woman can participate in the league. She advised that the tournament is mixed but she was unsure of tournament requirements on being a league member. She indicated that the league also players welcomes league members as young as 14, but they are required to register with minor hockey. Cr. Bell suggested donating \$500.00 and maybe allow them to have a beer garden to fundraise the remainder of the funds they require. Cr. McArthur noted that Women’s Hockey paid for their whole tournament. The Director of Community Services indicated that there was a donation made to the Women’s Hockey Tournament. D/M Smith asked if all other groups paid the regular fees. The Director of Community Services confirmed all other group did pay their regular ice fees. Administration advised that last hockey season the Fort Smith Recreation Hockey came out about \$10,000.00 in debt. He indicated that in order to avoid stopping hockey the Town has requested a plan from the Hockey League on how they got into debt and how do they plan on getting out of it. He indicated that they are actively repaying their debt but is unsure on the amount of their outstanding debt.

RECOMMENDATION

Moved by: Cr. Bell

Seconded by: Cr. Kikoak

That the Town of Fort Smith donates \$400.00 to the Fort Smith Recreational Hockey League for the Wood Buffalo Frolics Hockey Tournament.

**IN FAVOUR – MAYOR NAPIER-BUCKLEY, D/M SMITH, CR. KIKOAK, CR. BELL, CR. HOLTORF, CR. DUMONT,
ABSTAINED – CR. MCARTHUR**

7. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Bell

**Seconded by: Cr. Dumont
That Cr. Patel and Cr. Tuckey be excused from Community Services
Meeting on March 6, 2018.**

8. Date of Next Meeting

The next meeting of the Community Services Standing Committee will be held on April 10, 2018.

9. Adjournment

RECOMMENDATION

Moved by: Cr. Kikoak

Seconded by: Cr. Holtorf

That the meeting be adjourned at 8:36 p.m.



Town of Fort Smith
Municipal Services Committee Meeting
Tuesday, March 6, 2018 at 8:15 pm.

Chairperson: Cr. Dumont
Members: Mayor Napier-Buckley (Conference Call), D/M Smith, Cr. Bell,
Cr. Kikoak, Cr. Holtorf, Cr. McArthur
Regrets : Cr. Patel, Cr. Tuckey
Staff Present: Keith Morrison, Senior Administrative Officer; Paul Kaeser,
Director of Municipal Services; Lisa-marie Pierrot, Executive
Secretary
Guests: Montana King, Wanda Menacho

1. Call to Order

Cr. Dumont called the meeting to order at 8:45 pm.

2. Review

a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Cr. Bell

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

b. Minutes – The minutes of February 13, 2018, were reviewed and were adopted at the Council meeting of February 20, 2018.

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

d. 2018 Capital Plan – The Capital Plan was reviewed.

3. Protective Services

a. Fire Department

i. Statistics Report – The February, 2018, statistics report was reviewed. Administration thanked TDC for providing space and assistance to complete the fire training exercises for the fire fighters. He advised that the Fire Department has purchased extra equipment with funding provided by GNWT.

b. Ambulance Department

i. Statistics Report – The February, 2018, statistics report was reviewed. Administration advised that it has been a more quiet month. He indicated that the Town is in the final stages of hiring a

Protective Services Supervisor and anticipates the successful candidate to start in April.

c. Bylaw Department

- i. Bylaw Statistics Report – The February, 2018, statistics report was reviewed. Administration advised that the Bylaw department is focusing on providing tickets for speeding and dog tags. He indicated that the Bylaw Department received many complaints regarding snow removal. He advised that staff are working on the snow removal. He advised that two employees have been hired to get the Town ready for AWG and staff are working 60 hour weeks with overtime. He advised that facility maintenance also hired casuals that are working on improving buildings and ensuring all emergency equipment are up to date. He advised that the Water Treatment Plant staff are working on a shift schedule to effectively process and produce water faster to meet the demands during AWG. Cr. McArthur asked if there will be one last sweep of MacDougal Road down to Pine Crescent. He commended Robert Mills of the Town crew for cleaning side roads. Administration advised that the snow removal crew is working 60 hour weeks to try and keep up with the snow removal. He advised that they may complete MacDougal Road before the snow melts but he can't guarantee it will be done.

4. Administration

- a. Downtown Development Plan – The Downtown Development Plan was reviewed. Administration advised that the document presented is the same plan that was previously presented to Council. He indicated that the only change is that the paving was removed and put in a separate line item. He advised that the paving will be completed when a crew can be hired and will not commence without the phases being reviewed and approved by Council. Cr. Kikoak does not agree with a permanent stage being installed at the Riverside Park. Cr. Holtorf suggested prioritizing the projects and start development on the Riverside Park and focus on developing the downtown area. He also suggested consulting with local organizations on the development plan. Cr. Dumont suggested to have a portable stage that can be moved between venues and he agreed with Cr. Kikoak. Cr. Kikoak indicated that there is a intimate stage at Conibear Park and that a permanent stage at Riverside Park is not necessary. Mayor Napier-Buckley advised that the outdoor permanent stage at Riverside Park opens the possibility of having events outdoors in the winter. Cr. McArthur doesn't think its plausible to spend \$150,000 for a permanent stage at the Riverside Park and not receive any revenue from it. Cr. Bell is also opposed to building the permanent stage as it is unsafe and suggested building at Conibear Park for a cheaper cost. D/M Smith commended the detail of the Downtown Development Plan and thinks it is a good way to meet resident's needs and offers good opportunity to host events. He suggested embracing the project and build on it to provide a solution together, as hosting events in the current outdoor venues is difficult with

no power or water. Cr. Bell commended the hard work done on the Downtown Development Plan and Snowboard Park. She commended the development at the Arena and noted that the snow sculptures are amazing along with the lights on the trees. He indicated that the document is what is used to obtain funding and mainly used as a guiding document to get projects completed.

5. Other Business

- a. Briefing Note – DPA-005-18 Marion Berls and Dave Purchase. Administration advised that the briefing note and application is a standard home occupation permit application. He advised that the applicants own their home and will not attract additional traffic to their home.

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Cr. Holtorf

That DPA-005-18, submitted by Marion Berls and Dave Purchase, to operate a home occupation to sell arts and crafts, provide bookkeeping services, repair electronics, and provide forest fire consulting services from Lot 395, Plan 207, 38 Polar Crescent in Fort Smith be approved.

CARRIED UNANIMOUSLY

Briefing Note – Water and Sewer Infrastructure Replacement Engineering Services. Administration advised that on January 23, 2018 Council approved the \$5,000,000 Clean Water and Waste Fund Project. He advised that this is a replacement of the water and sewer infrastructure in the downtown core. He advised that it is funded by the federal CWF of \$3,750,000 and the balance is made up of \$1,250,000 of Town funds. He advised that serious water and sewer failures have occurred in the downtown and that the main lines are 70 years old. He noted that efforts to deal with the break and replacement found that valves are not functional. He advised that the most problematic area is the main downtown section where the pipes and valves have not yet been replaced. He noted that there are six main lines that intersect in that area where only one or two valves are functional. He indicated that the project is very complicated as it affects the water to the community that is coming from the water tower. He indicated that with the project being so difficult and in order to complete without interrupting water services to the community, the intersections at Portage Ave and MacDougal Road along with the intersection at Breynant and MacDougal Road will have to be dug up. He advised that the project will also allow for the replacement of drainage and ditches in the downtown area. He indicated that the purpose of completing the request for proposals is to hire engineering services to design the completion of the project. He advised that on February 05, 2018, the Town issued a Request for Proposals for Engineering Services to design this project. He indicated that the RFP was advertised locally and in News North, and because of this it was also advertised in the GNWT Construction Association tender registry and MERX registry. He noted that the RFP closed on February 23, 2018, and four proposals were

received; from Maskwa Engineering, AECOM, Stantec, and KGS Group. He advised that the proposals were reviewed by a proposal evaluation committee on March 02, 2018, as per the criteria indicated in the RFP document, and the proposal from AECOM was found to rank the highest. Cr. Kikoak indicated that there is a letter attached to the briefing note and asked if the letter will be addressed. Administration suggested going in camera to discuss the letter or if the discussion will be in general it can be addressed. Cr. Kikoak requested more time to hear the concern from the local contractor to make a more informed decision. Administration noted that Maskwa Engineering was partners with REV North and suggested that Cr. Kikoak should consider conflict of interest. Cr. Kikoak advised that the letter has brought back feelings from the past of contracts being awarded to outside competitors when local contractors have the capacity to complete the projects. She indicated that she doesn't think she is in conflict as REV North is not identified in the letter or briefing note. D/M Smith indicated good decision will not happen unless it's done in camera.

In-Camera Session S.23(3)(e)

RECOMMENDATION

Moved by: D/M Smith

Seconded by: Cr. McArthur

That Council move in-camera to have discussion on the Water and Sewer Infrastructure Replacement Engineering Services briefing note in accordance with Section 23(3)(e) of the Cities, Towns and Villages Act.

CARRIED UNANIMOUSLY

RECOMMENDATION

Moved by: D/M Smith

Seconded by: Cr. McArthur

That Council move out of in-camera at 10:09 pm and that the meeting continue past 10:00 pm.

CARRIED UNANIMOUSLY

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Cr. Holtorf

That the Water and Sewer Infrastructure Replacement Engineering Services RFP contract be awarded to AECOM in the amount of \$358,675.00 plus GST.

CARRIED UNANIMOUSLY

Briefing Note – Landfill Expansion Engineering Services RFP. Administration advised that on January 23, 2018, Mayor and Council approved the \$1,500,000 Landfill Expansion project, which is required to address capacity issues at the Landfill, as well as implement Water License and Waste Management Plan requirements. He advised that on February 05, 2018, the Town issued a Request for Proposals for Engineering Services to design this project. He indicated that the RFP was

advertised locally and in News North, and because of this it was also advertised in the GNWT Construction Association tender registry and MERX registry. He advised that the RFP closed on March 02, 2018, and three proposals were received; from REV North, Tetra Tech, and BCL. He noted that the proposals were reviewed by the proposal evaluation committee on March 05, 2018, as per the criteria in the tender bylaw, and the proposal from REV North was found to rank the highest. Administration advised that the REV north president is brother of Cr. Kikoak and suggested that she consider conflict of interest. Cr. McArthur agreed with Administration and doesn't think Cr. Kikoak can second that motion. Cr. Kikoak advised that she doesn't see herself in conflict and that her household is not benefitting from this. Mayor Napier-Buckley recommended that until the implications are clear if this is conflict or not your safest bet is to declare a conflict. Cr. Kikoak declared a conflict of interest.

RECOMMENDATION

Moved by: Cr. Smith

Seconded by: Cr. McArthur

That the Landfill Expansion Engineering Services RFP contract be awarded to REV North in the amount of \$177,756.00 plus GST.

**IN FAVOUR – MAYOR NAPIER-BUCKLEY, D/M SMITH, CR. BELL, CR. HOLTORF, CR. MCARTHUR, CR. DUMONT
ABSTAINED – CR. KIKOAK**

6. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Mayor Napier-Buckley

That Cr. Patel and Cr. Tuckey be excused from the Municipal Services Standing Committee Meeting on March 6, 2018.

7. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on April 10, 2018.

8. Adjournment

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Cr. Holtorf

That the meeting be adjourned at 10:20 pm.