








Town of Fort Smith  
Town Council Meeting  
Agenda

October 15, 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 September 2019	 RCMP Police Report September 2019
D. Approval of Council Minutes a. Council Minutes 09-19	
E. Business Arising from the Minutes	
F. Declaration of Financial Interest a. Statement of Disclosure of Interest	 Statement of Disclosure of Interest
G. Council Business	
a. Introduction and Consideration of Committee Reports i. Corporate Services ii. Community Services iii. Municipal Services	   Corporate Services Minutes October 1, Community Services Minutes October 8, Municipal Services Minutes October 8,
b. Enactment of Bylaws and Policies	
c. Appointments	
d. Mayor and Council/Board Representative Updates	
e. Administration i. In-Camera Session <i>CTV Act S.23(3)(g)</i> the setting of minimum tax sale prices under the <i>Property Assessment and Taxation Act</i>	
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	



FORT SMITH  
POLICING REPORT  
2019-09



Fort Smith RCMP Detachment  
G Division  
Northwest Territories



The Fort Smith RCMP Detachment responded to a total of 146 calls for service to the town of Fort Smith during the month of September, 2019.

### **Community Action Plan (C.A.P.) Community Priorities Initiatives:**

The current fiscal year priorities Initiatives are identified as:

- 1) Substance Abuse – Education (Community & Detachment)
- 2) Substance Abuse – Enforcement Activities
- 3) Proactive Traffic Enforcement
- 4) Citizens on Patrol (COP)
- 5) Youth – Outreach & Engagement
- 6) Youth – Intervention & Diversion
- 7) Community / Partner Engagement
- 8) RCMP / Indigenous Community Cultural Exchange
- 9) Domestic Violence – Outreach & Intervention
- 10) Visibility



**1) This month the detachment addressed the issue of Substance Abuse – Education (Community & Detachment) by:**

This initiative will be focused on education as it relates to CDSA investigations. As noted above, this includes both detachment level education (training courses, mentorships etc.) as well as community education initiatives (school talks, community presentations, Crimestoppers education etc.).

- Nothing new to report for September

**The Community assisted the priority by:** No specific support was sought during this monthly period. As the educational component starts rolling out the RCMP will be seeking community partners to assist.

**2) This month the detachment addressed the issue of Substance Abuse – Enforcement Activities by:**

There was one information file forwarded to police this month about drugs in Fort Smith.

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

**3) This month the detachment addressed the issue of Proactive Traffic Enforcement by:**

Fort Smith RCMP responded to several motor vehicle act files during the month of September. Cst. Hazlewood also made an effort to be in the parking lot of JBT during school close when it was operationally feasible to do so.

Planning began for Operation Impact currently being scheduled for Oct. 11-14. Cst. Hazlewood has been placed in charge of this initiative and reached out to our other partners to arrange joint checkstops for the event.

**The Community assisted the priority by:** Discussions were held with both Bylaw and Parks about joint traffic stops, combined traffic enforcement etc. It is hopeful that there will be more joint checkstops above and beyond what was completed last fiscal. We also plan on having discussions with ENR.

**4) This month the detachment addressed the issue of Citizens on Patrol (COP) by:**

September 8<sup>th</sup> - Sgt. Gilbert spoke with Erika Bell who is going to be in touch shortly to begin focusing her efforts on this initiative with Cr. Beaulieu. At the present point this initiative is ready to be



spearheaded by community members with the RCMP maintaining a partner role and assisting with CR checks, meetings and training (when set up).

**The Community assisted the priority by:** Meetings will be on-going until such time as an executive is set up and COP becomes its own entity. At this time, meetings will continue as partner-to-partner.

**5) This month the detachment addressed the issue of Youth – Outreach & Engagement by:**

Cst. Alex Hazlewood attended Sweetgrass from Monday, September 9<sup>th</sup> to Thursday September 12<sup>th</sup>. The detachment was also presented with a year book from PWK that had a photograph of Cst. Derick Levesque.

Several school walk throughs and meetings attended at PWK throughout the month.

Cst. Levesque will be continuing with his coaching (hockey) as he did the previous winter and Cst. Forbes will also be coaching as well as assisting with skating classes.

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

**6) This month the detachment addressed the issue of Youth – Intervention & Diversion by:**

This category will include the prolific offender checks. For August the Fort Smith Detachment did a total of 0 curfew checks. The reason for the reduction was simply due to two youth normally being checked both being sent out on remand and not being in the community for the majority of the month.

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

**7) This month the detachment addressed the issue of Community / Partner Engagement by:**

- September 19<sup>th</sup> – Cst. Levesque and Cst. Hazlewood participated in the “take back the night” march.
- September 20<sup>th</sup> – Sgt. Gilbert made a presentation to Social Services.

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

**8) This month the detachment addressed the issue of RCMP / Indigenous Community Cultural Exchange by:**

This initiative has been discussed with the Town, Metis, SRFN as well as several community members that the RCMP speak with regularly. There was significant interest in this initiative and we were hoping to have a list of names by mid-summer of interested parties but we have not had anyone come forward.

If you know any elders who would be interested in participating, please call the Fort Smith RCMP Detachment (867) 872-1111 (ask for Jesse) or email Sgt. Jesse Gilbert at [jesse.gilbert@rcmp-grc.gc.ca](mailto:jesse.gilbert@rcmp-grc.gc.ca)

The goal will be to generate a list by mid-fall and then start sending members out with elders as activities/operations permits.

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

**9) This month the detachment addressed the issue of Domestic Violence – Outreach & Intervention by:**

During the month of August, the Fort Smith RCMP responded to two complaints of domestic violence. In both of these files charges were laid.

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

**10) This month the detachment addressed the issue of Visibility by:**

No foot patrols conducted (aside from some completed around housing, schools etc. during missing person searches which will be mentioned in the notable occurrences section).

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



## Notable Occurrences for the Month:

Prolific Offender stats now included under initiative 6.

There was one reported Break and Enter this month.

- 1) September 29<sup>th</sup> – Unlawfully in a Dwelling - private residence. A house sitter called to advise that the back door of a residence was open she is watching. Thinks someone may have come in. No damage to the door, nothing missing. Homeowner indicated that her son may have come by to get something. He doesn't live there anymore but comes regularly. There was an issue with the door being secured and it may have slowly opened on its own. Unknown if someone entered or not.

During the month of September, the RCMP responded to three assault with weapon/causing bodily harm complaints (one being a domestic violence file) and another assault peace officer file in which two members of the Fort Smith RCMP were assaulted. Charges have been laid in these matters.

The Fort Smith Detachment responded to a total of 9 complaints under the Mental Health Act involving individuals who had threatened harm to themselves. These types of complaints are very time sensitive and require immediate attention as to mitigate the potential harm. It typically results in the RCMP apprehending the individual and escorting them to the hospital for consultation with a Doctor.

There were a total of 15 calls for service related to missing person(s) or well being checks. These files included a total of 20 missing youth (some files had multiple youth missing). These types of files are typically very labour intensive as they have the potential to be very serious and thus a significant amount of effort is put in at the onset of a complaint being received. Luckily all 15 calls had a positive outcome.

There were 3 complaints of sexual assault. Two files have resulted in charges and one file is still under investigation. These files require a lot of attention and time to ensure they are investigated properly. These files are a high priority to the Fort Smith RCMP.



## **2019 Staffing Rotation and Planning Cycle**

### Current Detachment Strength

- 1) Sgt. Jesse Gilbert (Promoted to Alberta – Leaving in November)
- 2) Cpl. Chris MacDonald
- 3) Cst Amy Forbes
- 4) Cst. William Jobin
- 5) Cst. Derick Levesque
- 6) Cst Alex Hazlewood
- 7) Member identified from Nova Scotia (Cst Gibson)
- 8) Member identified from Alberta (Cst Emmons)

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Sgt. Jesse Gilbert NCO i/c  
Fort Smith RCMP Detachment

### **External Distribution List:**

Insp. Amber CLARK – OIC South District  
S/Sgt. Ken BEARD - District Advisory NCO

### **Documents Included:**

Occurrence Statistics





## Appendix A

Occurrence Type	September 2019	Year to Date 2019	September 2018	2018 totals
Assaults (All Categories)	12	169	17	196
Break and Enter (Residence and Business)	1	30	13	53
Theft of Motor Vehicle	0	10	4	18
Theft under \$5,000.00	3	34	5	79
Theft over \$5,000.00	0	1	0	4
Drug Possession	0	1	1	6
Drug Trafficking	0	5	2	10
Liquor Act	3	76	6	84
Mischief / Cause Disturbance (Includes Public Intoxication)	42	354	30	428
Impaired Operation	5	78	4	85
Other Complaints	23	247	26	346
Total Violations	93	1016	109	1324
Total Calls for Service	146	1329	140	1753
Number of Patrols to Community	N/A	N/A	N/A	N/A



Seizures	September 2019	Year to date 2019	September 2018	Year total 2018
Liquor seizures	0	0	NA	NA
Drug Seizures	0	0	NA	NA
Firearm Seizures	0	0	NA	NA

### Appendix A

Category	September 2019	Year to Date 2019	September 2018	Year total 2018
Prisoners	21	186	19	218
Intermittent Prisoners	0	0	0	0
Other Detachment Prisoners	0	0	0	0
Total Prisoners	21	186	19	218

Justice Report	September 2019	Year to Date 2019	September 2018	Year total 2018
Victim Service Unit Referrals	1 Victim Declined 1 Victim Accepted 1 Proactive Referral	27 Victim Declined 7 Victim Accepted 9 Proactive Referral	3 Victim Declined 0 Victim Accepted 0 Proactive Referral	34 Victim Declined 13 Victim Accepted 4 Proactive Referral
Youth Alternative: Measures YCJA Warnings	0	0	1	1
Youth Diversion: Community Justice Referrals	0	2	1	1



Adult Diversion: Community Justice Referrals	0	0	0	1
Emergency Protection Orders: Detachment Initiated / Detachment assisted	0	2	1	2
ODARA Reports	2	26	1	23



Town of Fort Smith  
*Code of Conduct for Council Members*

ATTACHMENT A

**STATEMENT OF DISCLOSURE OF INTEREST**

Name of Council Member: \_\_\_\_\_

Date of Disclosure: \_\_\_\_\_

Council Meeting or  
Committee Name: \_\_\_\_\_

Meeting Date: \_\_\_\_\_

Agenda Item: \_\_\_\_\_

Agenda Item Description: \_\_\_\_\_

Description of type and nature of Interest (i.e., Interest or Conflict of Interest)

Interest:            Personal      

                         Pecuniary      

Conflict of Interest:      

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Councillor: \_\_\_\_\_

**Office Use Only:**

Recorded by \_\_\_\_\_ at: \_\_\_\_\_

Initials: \_\_\_\_\_

Date: \_\_\_\_\_



**COUNCIL OF THE TOWN OF FORT SMITH  
MEETING 09-19  
THE FIRST REGULAR MEETING OF COUNCIL FOR  
THE MONTH OF SEPTEMBER AND THE  
NINTH FOR THE YEAR 2019**

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

STAFF:                    K. Morrison, Senior Administrative Officer

GALLERY:                   Sgt. Jesse Gilbert

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Meeting 09-19	7:00 PM
September 17 <sup>th</sup> , 2019	Council Chambers

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

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

**B.     APPROVAL OF AGENDA**

Cr. Westwell asked if Council received a letter from Don Jaque. Council confirmed this.

19-179   Moved by: Cr. Couvrette Seconded by: Cr. McArthur  That the agenda be adopted as presented.  CARRIED UNANIMOUSLY
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**C.     PRESENTATIONS**

- a.     RCMP Delegation
  - i.     Police Report – The RCMP Police Report for August 2019 was reviewed. Sgt. Gilbert advised that he was away for the month of August. Sgt. Gilbert thanked the town for partnering with the RCMP on their first community barbeque and for setting up the bouncy castle and frisbee golf for the event. He added that there was a boat safety presentation and prizes given to kids at the event.

Sgt. Gilbert advised that August was a typical policing month although there was an increase in domestic violence calls. He noted that there were sixteen reports of missing people some of which from Trail Cross. He advised that there were a few reports of break and enters although none were founded as the two main youth responsible have been out of the community the past few months. He noted that the detachment is noticing a difference in types of complaints received while the at-risk youth have been out of the community.

Sgt. Gilbert provided a staffing update. He advised that he would be leaving the community on November 11<sup>th</sup> and there are still two vacant positions waiting to be filled.



Sgt. Gilbert provided an update of ongoing community projects. He advised that he didn't work with the Community on Patrol program in August as he was away but spoke to Erika Bell about meeting with Cr. Beaulieu and himself about implementing the program this fall. Sgt. Gilbert had received positive feedback about the Interagency Group and has reached out about meeting with groups in September. He would like to have the Interagency Group in place before his transfer. Sgt. Gilbert has also received positive feedback from the Town of Fort Smith, Salt River First Nation and the Metis Council on the Indigenous Culture Exchange Program but hasn't had anyone interested put their name forward and requested that anyone wanting to participate do so. Sgt. Gilbert noted that Cst. Hazlewood also attended the Sweetgrass trip last week.

Cr. McArthur asked if Cst. Hazlewood enjoyed the Sweetgrass trip. Sgt. Gilbert replied that he enjoyed the trip so much that he has expressed interest in attending again next year.

Cr. Cox requested an update on the proactive traffic enforcement initiative in conjunction with ENR, Parks Canada and Bylaw Enforcement. Sgt. Gilbert replied that the RCMP has partnered more recently with Bylaw Enforcement and that Parks Canada has performed four initiatives this year. He added that Parks Canada is making efforts to increase enforcement initiatives due to recent incidents that have occurred around Pine Lake and that Alberta has also been sending members to patrol on Pine Lake Road. He advised that the detachment hasn't performed any joint traffic initiatives with ENR but is hoping to this fall.

D/M Smith was disappointed to hear that Sgt. Gilbert would be transferring and was pleased with his monthly delegations. He advised that during a recent trip to Yellowknife he encountered two check stops by G-Division and noted that he has never experienced this in his entire twenty-years living in the NWT. He was pleased to see this and felt that it is a comprehensive and effective way to check for infractions. He asked if there were any plans to implement this in Fort Smith. Sgt. Gilbert replied that the detachment can plan to perform more check stops although they are generally performed during national enforcement weeks. He noted that Cst. Steve Beck has been helpful in assisting with additional stops when the detachment is short-staffed.

Cr. Westwell commended Sgt. Gilbert for his engagement with Council while in Fort Smith and noted that Council was able to address some issues brought forward by the RCMP during their meeting with Ministers Sebert and Schumann. He noted that they were not aware of some of the issues brought forward although some items were resolved such as securing the Department of Infrastructure Compound. Sgt. Gilbert felt progress can be made on certain initiatives through working together and that many times issues can be a result of improper communication.

Mayor Napier was also disappointed that Sgt. Gilbert would be transferring and noted that she was pleased with his level of engagement with Council.

#### D. **APPROVAL OF MINUTES**

Cr. Couvrette referred to the Council Minutes of August 20<sup>th</sup> where there was discussion about writing the GNWT regarding the chip-sealing of Highway 5 and the Fort Smith Airport Runway. He noticed that there was a post on Facebook encouraging residents to write the Town with their concerns of Highway 5. He didn't feel that contacting the Town would be an effective way to deal with the issue and suggested concerned residents contact the GNWT Minister of Infrastructure directly.



19-180 Moved by: Cr. Westwell  
Seconded by: Cr. Couvrette

That the minutes of Regular Meeting 08-19 of August 20<sup>th</sup>, 2019 be adopted as presented.

CARRIED UNANIMOUSLY

Cr. Cox referred to the Special Minutes of August 30<sup>th</sup> and noted a correction on Page 3 where Minister Schumann stated that the ITI Superintendent position would continue in Fort Smith for the near term due to ongoing initiatives. She suggested this be corrected to Hay River.

D/M Smith commended the Executive Secretary for the excellent minutes. He advised that he was absent for the meeting but has a comprehensive understanding of the dialogue and that the minuted dialogue is good for public record when meeting with Ministers. D/M Smith understands Council's frustration with the meeting.

Cr. Couvrette referred to the discussion where it was indicated that according to the public service records it was stated that there has been no change to the number of positions in Fort Smith. He noted that it was identified by Cr. Westwell the amount of vacant positions at the Aurora College and suggested addressing the issue through a letter to the GNWT by asking how many vacant positions there are in Fort Smith and how long they have been vacant.

Cr. Couvrette noted that it was suggested that there may be disparity in ITI funding between the different communities in the South Slave and suggested additional information be requested through an ATIP request. He requested a breakdown on contributions and grants in the South Slave Region for all programs within the trade and investment branch and the tourism section of the department. He also requested information on parks as they receive contribution agreements for maintenance.

Cr. Couvrette noted that Minister Schumann referred to the GNWT being successful in obtaining \$1.2 billion in Federal infrastructure funding for the NWT. He added that the Minister discussed Fort Smith receiving a new Correctional Centre and Mine Training Facility although both had been planned for multiple years. He asked of the \$1.2 billion dollars obtained from the Federal Government, how much is being utilized in Fort Smith and suggested a letter be put forward to the Minister requesting further information.

Cr. Westwell thanked the Executive Secretary for the minutes and agreed that meeting was frustrating. He noted that he was frustrated with the response received from the Minister of Lands, prior to the Special Meeting, regarding how to obtain Commissioner's land that the Town had submitted applications for. Cr. Westwell noted that Mayor and Council had requested the number of vacant positions during one of the MLA's first meetings with Council in November 2018 and that the Mayor had received an update from the Premier's office in July. He also expressed his disappointment with conversations with the MLA following the Special Meeting and felt that he was more supportive of Hay River as it was stated that they have lost more GNWT positions. He added that Fort Smith has a comparable number of vacant positions. He wasn't surprised that the Executive Council did not have answers for Fort Smith but only the government's position and suggested that Fort Smith needs to find another approach. He added that many other NWT communities are feeling the same as Fort Smith, that they don't have a voice. He asked how Fort Smith can change their strategy. Cr. Westwell was appreciative of the meeting and noted that some issues were advanced as a result of RCMP dialogue.

Administration agreed with Cr. Westwell comments. He noted that there has been a lot of dialogue but that motions are required to provide direction.



Administration provided a long list of funding and program cuts that have affected the Town. He noted that the amount of changes is overwhelming and used the term death by a thousand cuts. He asked how the Town can functionally operate when funding and programs are continuously cut on multiple levels by multiple departments. He agreed with Cr. Westwell's comments that the Town needs to find a new approach and that writing multiple letters has been unsuccessful and devalues Council's voice at the territorial level.

He noted that regarding the Aurora College issues, there is a Post-Secondary Education Committee established that was planned to meet in September and suggested that the Chair of the Committee bring issues forward. He noted that there is also a Communications Committee established to get the newsletters out. He recommended that Council invite the new Premier of the Legislative Assembly to meet with Council to discuss ongoing issues, once appointed, as suggested by Minister Schumann during the August 30<sup>th</sup> Special Meeting. He also noted that there was direction to meet with the Minister of Lands regarding the Snowboard Park lots, which has occurred, and the Minister had suggested writing a letter requesting the Town's infrastructure be left on the lot until the land tenure is determined; that it would be considered. He asked if Council would like to make a motion to send a letter with the request as well.

19-181 Moved by: Cr. Cox

Seconded by: Cr. Couvrette

That the minutes of Special Meeting SP-04-19 of August 30<sup>th</sup>, 2019 be adopted as presented.

CARRIED UNANIMOUSLY

#### E. **BUSINESS ARISING FROM THE MINUTES**

Cr. Cox referred to the Regular Council Minutes of August 20<sup>th</sup> where a motion was passed to issue an ATIP request to the Department of Infrastructure regarding the narrowing of the Fort Smith Airport runway and requested an update as to if the letter had been sent and acknowledged. Mayor Napier asked if Administration had an update on this. Administration understood that the Mayor would be issuing the request but would prepare this if requested.

Cr. Cox advised that there was an update received at the Regular Council meeting on the Slope Stabilization Project and asked if there was any further progress or if the project is still at the tabletop design stage. Administration confirmed that the project is still in the tabletop design stage and that the work is being reviewed and graded.

D/M Smith noted that Administration had suggested Council motion writing a letter to the Minister of Lands who is still the Minister until the new Cabinet is appointed to leave the washcar and changeroom facilities in place until determination is made on the sale of Lot 1688, Plan 4045.

19-182 Moved by: D/M Smith

Seconded by: Cr. Cox

That the Town of Fort Smith write a letter to the Minister of Lands to request approval to leave the Town's change-car and washroom facilities in place until determination is made on the sale of Lot 1688, Plan 4045 in Fort Smith.

CARRIED UNANIMOUSLY

Cr. Westwell asked if the letter to invite the GNWT Legislative Assembly Executive Council should be drafted now as the next Council Meeting of October 15<sup>th</sup> won't be until after the elections and that the Executive Council would be appointed late October 2019. Mayor Napier confirmed that the letter could be drafted prior to the election and advised that the NWTAC Executives would be meeting the new MLAs on October 17<sup>th</sup>. She believes the Executive Council would be decided by then and confirmed that it would be drafted before their appointments.





D/M Smith would like Mayor Napier to be present for the Swearing in Ceremony of the new Legislative Assembly in Yellowknife. He noted that this would provide opportunity to speak with newly elected members of the Executive Council and to voice the concerns of the Town.

Cr. Westwell would like to meet with the new Executive Council as soon as possible and hopes to have an improved relationship with the next government. He agrees with D/M Smith's comments to have the Mayor or Deputy Mayor meet with the new Executive Council during their Swearing in Ceremony and felt that it would be valuable to meet personally.

19-183 Moved by: Cr. Westwell  
Seconded by: Cr. Couvrette

That the Town of Fort Smith write a letter to the Executive Council of the 19<sup>th</sup> Legislative Assembly requesting a meeting of the Executive Council with the Town of Fort Smith.

CARRIED UNANIMOUSLY

Cr. Couvrette stated that he had suggested sending additional letters in previous comments and still feels letter should be sent to garner attention. He suggested requesting more information regarding GNWT employment in Fort Smith; specifically, for a list of vacant government positions, how long they have been vacant for and the initiatives taken to fill the positions.

Cr. Westwell noted the Mayor and Council did ask this verbally during the Special Meeting of Council on August 30<sup>th</sup> but didn't receive the expected response. He advised that the UNW has been requesting accurate data as there are unfilled vacancies and new casual hiring rules and suggested including the Union of Northern Workers (UNW) with a copy of the correspondence. Cr. Couvrette was agreeable to the request.

19-184 Moved by: Cr. Couvrette  
Seconded by: Cr. Westwell

That Mayor and Council send a letter to the Premier and Human Resources requesting a list of vacant positions by title, how long the positions have been vacant and the current staffing actions that have been undertaken.

CARRIED UNANIMOUSLY

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

19-185 Moved By: D/M Smith  
Seconded By: Cr. Cox

That the Corporate Services Standing Committee minutes from September 3<sup>rd</sup>, 2019, be adopted as presented

CARRIED UNANIMOUSLY



#### Community Services Standing Committee

19-186 Moved By: Cr. Cox  
Seconded By: Cr. Couvrette

That the Community Services Standing Committee minutes from September 10<sup>th</sup>, 2019, be adopted as presented.

CARRIED UNANIMOUSLY

#### TTAB Appointment

19-187 Moved By: Cr. Couvrette  
Seconded By: Cr. Cox

That Natalie Melnyk be appointed to the Tourism and Trade Advisory Board for a term ending December 31<sup>st</sup>, 2020.

CARRIED UNANIMOUSLY

Municipal Services Standing Committee – Cr. Westwell advised that the marked-up draft of the Council Priorities document as per Council’s workshop is included in the package. He noted that there were some new items added and indications of where additional actions are required. He indicated that it was noted that additional finesse is required that under the category “to be the healthiest community in the NWT” as some actions are being undertaken and that there are other actions being undertaken that could be included. He stated that it was noted to enhance marketing towards the student community under “build strong relationships with the Aurora College Student Community” but it wasn’t decided to be included as an action item or having the Communications Committee address. He stated that further follow up is required on the action item to fully adopt and implement the United Nations Declaration on the Rights of Indigenous Peoples as the framework of reconciliation. He advised that the City of Yellowknife is holding meetings to further the efforts of the Truth and Reconciliation Commission. He noted under the category of “ensure residents, college students and visitors are well-informed” it was decided that it would be the Communications Committee focus to develop community communications guidelines and policies. He noted that there were a few additional action items included in the document and that ensuring a successful collective bargaining was added under “be the employer of choice in the NWT”.

Cr. Cox referred to the Municipal Services minutes where it was discussed that Minister Schumann had stated that all airport runways being worked on are to a new standard of 100 ft and that there was a tender out for overlay for the Hay River airport runway which is 150 ft. She noted that it was requested at the meeting that the Mayor follow up on this and asked if this was done. Mayor Napier does not have information on this but will follow up.

D/M Smith thanked Cr. Westwell for his work with the Council Priorities. Administration asked if a motion is required to update the Council Priorities or if they should be included in the Corporate Services package as updated going forward. Cr. Westwell would like to remove the notes from the document and continue to evolve the document moving forward without a motion. D/M Smith suggested further discussing whether a motion is required at the Corporate Services meeting on October 1<sup>st</sup>.

19-188 Moved By: Cr. Westwell  
Seconded By: Cr. McArthur

That the Municipal Services Standing Committee minutes from September 10<sup>th</sup>, 2019 be adopted as presented.

CARRIED UNANIMOUSLY



Chip Sealing of Highway 5 – D/M Smith recently drafted a letter but hasn't yet provided it to the Mayor for review. Cr. Westwell stated that this is an issue in other communities that have had recent chip-sealing and asked if media should be included in receiving a copy of the letter. He suggested that CBC, Cabin Radio and News North be included. He felt that there would be other communities also upset with the work. D/M Smith agreed to include the media in the correspondence and amended his motion. He noted that the condition of the highway is still an issue, although it is already chip-sealed, as it will continue to degrade and be a safety concern. He has heard comments that the highway has been dangerous to drive in raining conditions and has noticed that the highway retains water when raining, unlike municipal roads, which is a serious safety issue. Cr. Couvrette suggested photographing parts of the road that are of concern and including photos with the letter.

Administration suggested that considering the project was a multimillion-dollar expenditure, territorial level pressure would be required for the work to be corrected. He suggested contacting other governments who had received chip-sealing work in conjunction with the project and confirming that the product was of low quality before including them in the correspondence to ensure there is that level of support with the dissatisfactory work that was completed. He added that there are other mechanisms besides writing letters if substantive answers aren't being received by the GNWT and agreed that engaging the media in the process is a good approach. He also noted that other decisions are made that would have contributed to the sub-standard work on the highway such as lower-quality control and suggested that an ATIP request may flesh out this information and provide a reaction from those responsible for the work. He suggested if a letter is written, allies should be included to force an appropriate response.

Cr. Couvrette suggested that the overlay work for the narrowing of the Fort Smith airport could also potentially be added to this letter to state that the work performed has made the airport less safe. He noted that the GNWT has a responsibility to ensure that safety is considered in their projects and that they shouldn't be facilitating projects that create less than safe conditions than the original product.

D/M Smith advised that the letter he drafted speaks to concerns of safety, quality assurance, quality control and oversight of the project. He noted that he also taken pictures to include with the letter demonstrating the lack of quality control. He noted that during a rainfall there is water pooling and the unevenness of the road is clearly visible. He felt that the issue of the quality of the highways resonates with residents the way some other issues don't and felt that the issue is substantive enough to be brought forward as an election issue.

19-189 Moved By: D/M Smith  
Seconded By: Cr. Cox

That the Mayor write a letter to the Department of Infrastructure for an immediate resolution to the substandard chip sealing of Highway 5; and

That NWT media receive the correspondence.

CARRIED UNANIMOUSLY



YSM Airport Safety Operation Concerns – Administration advised that an email was sent from Cr. Couvrette requesting this be added as an agenda item regarding Cr. Couvrette's thoughts on addressing the airport as a safety concern. Cr. Couvrette asked if the Mayor and Council would like to write a letter to the Executive Council of the GNWT regarding the issue. He stated that the Department of Infrastructure has done a deliberate action to make access to our community less safe. He fully agrees that they say the runway meets the minimum necessary for an aircraft to land but has discovered after further research that a dash-8 commuter aircraft has a minimum landing requirement on runways with a width of 98 ft. He noted that all other planes are very close to their minimum landing requirements with a 100 ft wide runway and felt this isn't safe. He stated that it was unacceptable for the GNWT to narrow the runway to the recommended minimum and that there was no reason for them to reduce the runway width from 200 ft to 100 ft other than to be spiteful to Fort Smith. He advised that Inuvik, Yellowknife, Fort Simpson, Norman Wells are all 150 ft wide and also that the Hay River runway was recently given a 150 ft wide overlay. He asked why the Fort Smith runway was reduced to 100 ft rather than 150 ft and felt that this would have been less of an issue. He added that the GNWT has complained at the Federal level about NWT airports being of less than the national standard but has reduced the Fort Smith runway to this standard and felt that it is unacceptable. He suggested advising media that the GNWT has reduced the Fort Smith runway from being of a safe standard to the bare minimum standard. He suggested putting forward a motion to present the issue to the media.

Cr. Cox suggested that the Mayor issue a news release to be distributed to the media and thinks this would be a more appropriate course of action than writing a letter. She noted that the Minister of Infrastructure had met with Council and Council had communicated their concerns as much as they could have. She agreed that the next course of action should be to issue a news release stating the issues noted by Cr. Couvrette.

D/M Smith advised that he had spoken recently with News North and to the solution of issues although none of the solutions were recorded only the complaints. He agreed that a poor bureaucratic decision was made in efforts to cut costs and is seeing from the GNWT that they will cut funding, programs and services however is possible as long as they adhere to the minimums. He advised that NWAL is the largest employer in Fort Smith and that they are struggling trying to implement their aviation school. He felt that this is an exciting economic development initiative coming from the private sector and that they are not receiving much support from the Department of ECE in even certifying their curriculum although it has already been approved by Transport Canada. As a result, Student Financial Assistance was not providing financial support to students. He noted that they need safe infrastructure to operate on. D/M Smith found it interesting that the Minister of Infrastructure, who is also the Minister of ITI, advised that the department is spending millions of dollars in Hay River on projects including a fish plant and pellet plant but that economic development in Fort Smith is being overlooked. He felt that this is an important aspect to bring forward as Fort Smith was told there is no economic development activity in Fort Smith even though there is. He noted NWAL is trying to implement a program that meets pilot shortage needs across the north and Canada. He noted that they have been stone-walled by the government and unsupported at the infrastructure level and the program services and delivery level. D/M Smith advised that this is a big concern as it is indicative of the GNWT turning its back on a small community. He added that GNWT spent \$450,000 on a flawed reviewed of the Aurora College with the only meaningful excerpt from the review being the policy statement to transition to a polytechnic university. He suggested bringing forward other issues in conjunction with the runway issue as it diminishes the Town's largest employer from meeting a labour need in the north that has been clearly identified and the government is not supporting. He noted that Hay River has received lots of funding on a Federal and Territorial level for private initiatives including the fish plant quotes which were received millions over budget and considering the Chairperson has stated that with the current fleet infrastructure on the Great Slave Lake they would not be able to utilize the plant efficiently due being unable to produce an adequate amount of fish. He asked what the government's policy is on data-based decision making and felt that the Fort Smith airport has fallen victim to this.



Cr. Westwell noted that it was unfortunate that D/M Smith had missed the Special Meeting with the Minister where this was discussed. He noted that it was stated by the Minister that the government is not in the business of being in business although they are building multiple businesses in Hay River and having a GNWT position as a private fish plant manager. He advised that it was brought up during the Special Meeting that NWAL is the largest employer in Fort Smith and working towards an economic development initiative although working with an airport reduction and numerous challenges, the Minister had replied that there would be no economic development challenges. Cr. Westwell felt that he could not know this, and also noted from the meeting that it was stated that Transport Canada would not fund airport runway overlays over 100 ft. He found it troubling that Inuvik and Hay River are not receiving the bare minimum of 100 ft wide runways and that the GNWT would not fund above Transport Canada's funding to provide a wider runway in Fort Smith. Cr. Westwell advised that he is supportive of the motion as he believes the narrowing to be a reduction of safety and that the negative impacts outweigh the cost savings.

Cr. McArthur asked how many millions the GNWT provided to failed businesses over the years due to mismanagement and felt that the department isn't being diligent in researching businesses. He agrees that writing letters to the GNWT is ineffective and agreed that issues should be pushed forward through news releases including letters to the editors of media sources. Cr. Westwell agreed and was disappointed that Fort Smith no longer has local media.

Administration advised that when choosing approaches and as there is no local media, issues are being brought to a territorial media level and should have a territorial impact. He noted that otherwise issues become only about Fort Smith and won't be responded to by other governments. He suggested when taking the media approach, to consider making the issue a territorial issue and in the case of the airport, to include the economic development aspect and what initiatives are being undertaken in other communities to make the issue territorial. He noted that they are actively funding initiatives in Hay River but are not supporting or funding economic development initiatives in other NWT communities.

Cr. Couvrette added that it was also stated in the Special Meeting by Minister Schumann that Fort Smith is most likely the first receiving the reduction and that other community's runway would be reduced to 100 ft width. He noted this is a concern also as most West Jet planes would not land on less than a 150 ft wide runway.

19-190 Moved By: Cr. Couvrette Seconded By: Cr. Cox  That the Mayor's office contact NWT media to express the Town of Fort Smith's concern about the safety of the Fort Smith Airport Runway.  CARRIED UNANIMOUSLY
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b. Enactment of Bylaws and Policies

Bylaw 998 Appoint Bylaw Officer Gavin Burke – Third Reading

19-191 Moved By: Cr. McArthur Seconded By: Cr. Couvrette  That Bylaw 998 Appoint Bylaw Officer Gavin Burke be given Third Reading by title only.  CARRIED UNANIMOUSLY
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c. Mayor and Council/Board Representative Updates

- i. Cr. Westwell – Cr. Westwell was excited to see that resident Kathy Lepine has received her Century 21 realtor's license. He was pleased that Fort Smith now has a realtor and noted that she is partnered with Century 21 out of Yellowknife. He would like to recruit Ms. Lepine to work with the Sustainable Development Advisory Board. He sees this as a first step in keeping historical housing affordability and sales data as identified as a need by SDAB.

Cr. Westwell felt that there is a bigger holistic picture with the ongoing GNWT issues. He suggested encouraging residents to be directly engaged in writing letters with their frustration regarding ongoing issues for further support. He noted that Fort Smith is beholden to the government as a GNWT community. He noted that the community continues to face GNWT losses but hasn't seen growth and felt that stability would need to be built through Fort Smith's economy. He suggested looking beyond the government for solutions to diversify Fort Smith's economy. He noted that the Town may have to continue to pick-up GNWT shortfalls on various levels to move past blockades that are stopping Fort Smith from advancing. He suggested that if Fort Smith is made attractive to businesses it would also attract government. He noted that Fort Smith is affordable and accessible, and asked how to make Fort Smith an attractive place to diversify economy. He suggested that a long-term vision should be developed as the GNWT is minimalizing and centralizing further.

- ii. Cr. Pischinger – Cr. Pischinger agreed with Cr. Westwell's comments. She doesn't think the Town should give up and should engage the community as a whole with the issues.

Cr. Pischinger requested updates on road paving and regarding the Water and Sewer Project, if McDougal Road would be worked on this year. She also stated that the road condition on Portage Avenue south of McDougal Road is in horrible condition and asked what would be done about this before winter.

- iii. Cr. Beaulieu – Cr. Beaulieu agreed with Cr. Westwell's comments and asked how the community could be engaged for support. She has heard many negative comments from community members and advised that they are picking up pieces from the last Council. She advised that Mayor and Council are doing their best.

- iv. D/M Smith – D/M Smith congratulated Chief Poitras and the new SRFN Council. He also provided belated congratulations to Chief Gerry Cheezie and the new SLFN Council. He suggested that Mayor and Council invite both new Councils of SRFN and SLFN to meet with Mayor and Council for joint Council Meetings. He suggested having a meet and greet dinner to unify and work together on issues in a different way than in the past. He would also like to extend an invitation the Metis Council after their AGM.

D/M Smith advised that Ray Tourangeau had graded the Bell Rock Road with his tractor and noted that Mr. Tourangeau was disappointed with the lack of grader work at Bell Rock. He advised Mr. Tourangeau that he would bring the issue forth to Council. He added that there has been lots of rain this fall which has deteriorated the condition of the gravel road.



D/M Smith advised that there was a Cabin Radio news release today from the Deputy Minister of Lands using profanity to dismiss an incumbent MLA. He suggested that Council read the article in consideration of the problems with the GNWT as it speaks volumes as to who is control in Yellowknife. He noted that over the past few years the Town has lost the Aurora College Board of Governors and the Health and Social Services Board of Governors which has eliminated the opportunity for Council to discuss issues locally and why letters are being issued to the GNWT. He noted that with this, the Town has lost the ability of self-determination and solving the problems locally which was a political decision made by the previous sitting of government. He added that it was identified during the FCM AGM meetings that the issue is a national phenomenon which is the struggle between municipal governments, and provincial and territorial governments and the need for internal problem-solving. He noted that the decision to dissolve structures used to solve problems locally in the past was made at a political level.

D/M Smith advised that the Arctic and Northern Policy Framework was released last week and that the document is a Federal Government marching order which includes Taltson Dam and a Polytechnic University in the NWT. He noted that components of the university in Yellowknife see the document as a means to leverage Federal funding for investment in the knowledge economy in the north. He felt that Council needs to understand this in order to respond in a way to demonstrate a strong campus presence in Fort Smith.

D/M Smith would like to bring forward a request for questions for local MLA candidates and will distribute this by email.

- v. Cr. Cox – Cr. Cox congratulated Chief Poitras and the new SRFN Council. She felt that arranging a joint Council meeting between the new SRFN and SLFN Councils, and the new Metis Council when elected, is an excellent suggestion. Cr. Cox looks forward to working with Cr. Westwell on the Communications Committee. Cr. Cox was pleased with the Town partnering with the Aurora College barbeque and noted that there was a great turnout which surpassed expectations. She noted that the students were very appreciative and that it bodes well for the Town's upcoming Block Party welcome barbeque. She looks forward to hosting the Block Party event with the rest of Council on September 28<sup>th</sup> at the Recreation Centre. She felt that the event is a positive good-will gesture to welcome new college students to the community. Cr. Cox also noted that the Town's Long Service Awards are upcoming, and she wished the recipients congratulations in advance. Cr. Cox is looking forward to the October 1<sup>st</sup> Territorial Election and working with whoever is elected. She felt that this is a good opportunity to renew Council's relationship with the Thebacha MLA.
- vi. Cr. McArthur – Cr. McArthur will provide an update on the condition of chip-sealing after his upcoming school bus trip to Hay River. He noted that there has been a lot of water in the community and asked if there has been consideration as to where to place additional culverts and ditches.
- vii. Cr. Couvrette – Cr. Couvrette suggested that the Town newsletter be circulated electronically to other northern municipalities to provide updates on the Town's business and point of view. He noted that this since information doesn't usually get carried to the press or assimilated in other fashions.

Cr. Couvrette encouraged residents to vote at the upcoming elections. He extended congratulations to Chief Poitras and the newly elected SRFN Council. He advised that September 19<sup>th</sup> is Take Back the Night march and hoped that everyone in the community participates.



Cr. Couvrette noted that it was discussed that Hay River lost more GNWT positions and suggested contacting their Council to request further information on the positions that were lost and provide them support. Cr. Couvrette agreed with Cr. Westwell's comments that a good portion of Fort Smith employment is government based and that he has an issue with centralizing local positions to Yellowknife.

- viii. Cr. Campbell – Cr. Campbell requested an update on the Water and Sewer Project and the water main break that occurred last Friday. He asked if the Town is able to keep up with water deliveries with only one truck operational.

Administration answered questions from all Councillors. With respect to the roads, he advised that the pavers would be leaving on September 26<sup>th</sup>. Regarding the Water and Sewer Project, the contractors have been advised that the work for the rest of the season would include completing the stretch of Breynat Street that they are currently working on, and finishing work on Portage Avenue to McDougal Road if weather permits. He noted that Portage Avenue hasn't been resurfaced yet to allow for potential additional work to occur this season. He stated that at the end of season the roads would be brought to grade and topped with gravel. He added that prep work was performed to pave roads in town which was ruined by the rain and resulted in graders working overtime to re-prepare for the work. He suggested that this may be why the grader had not made it to Bell Rock. He agreed that the rain deteriorates the gravel and that there has been more rain than usual this summer.

Administration noted that there were statements about focusing away from government, onto other economic developments and indicated that the Town's position is to support both. He noted that the Town would like to keep the government jobs in place and that consultation occur before dissolving positions. He also agreed in acknowledging that the Town can't be dependent on the government and needs to create other economies in town. Administratively, he advised that the Town is working to create other economies and suggested that lobbying the GNWT to keep government jobs in town is a political exercise. He advised that the Town has an Economic Development Officer with an Economic Development Plan which has been reviewed by Council. He noted that the plan is focused on tourism but also focuses on general economic development and population growth. He added that the Town is also actively working with TTAB to focus on trades and not only tourism.

Administration advised that SDAB has been working on a housing affordability document which is a cornerstone for economic development in the community. Administration would like to see the board complete the housing affordability strategy and focus on the development of industrial properties. He noted that larger scale economic development initiatives require institutional/industrial properties to operate from which are not currently available in town. He noted the need to determine how to accommodate larger scale businesses that want to establish themselves in Fort Smith.

Administration replied to Cr. Campbell's question about water truck operations. He noted that the Town always operates with one water truck and that there were no impacts to water delivery. He advised that there was a water break last Friday which impacted a majority of the community, but that resident water was reinstated by 1:00pm with the exception of the Health Centre. He advised that it took approximately twelve-hours to restore the water to the Health Centre and that the disruption was a result of construction work on Breynat Street.





Administration replied to comments about the Aurora College barbeque and advised that the Town is looking to implement a month of September festivities between the Town, Aurora College and NLMCC. He would like to work with partner organizations on events including the Block Party, Aurora College recognition events, the Aurora College Welcome Barbeque and the NLMCC Art in the Park weekend to create a consistent calendar of September events.

Administration replied to Cr. McArthur's comments regarding ditches of water and advised that the Town has a drainage plan which indicates all the problem drainage areas. Further, he advised that Town staff monitor for problem areas in the spring and make efforts to address highest priority issues with capital budget approved by Council.

Administration referred to a previous meeting where it was eluded to that written questions would be forwarded to potential candidates and asked if Council wished to make a motion or if verbal direction was sufficient. He advised that the Mayor was not at the meeting and that there was disagreement over the content of the questions that were forwarded during the all-candidates forum.

- ix. Mayor Napier – Mayor Napier advised that Take Back the Night march is at 5:15pm on September 19<sup>th</sup> at the Recreation Centre. She noted that Lunch with the Bunch is on at 12pm on September 20<sup>th</sup> and that all electoral candidates would be there to speak with Seniors about their issues. Also, on September 20<sup>th</sup> at 6:30pm is the Town's Long Service Awards and that the Town would be celebrating Ronnie Schaefer's retirement. She advised that the Block Party is scheduled for September 28<sup>th</sup> in partnership with the Aurora College and that Elections Day is October 1<sup>st</sup>. Mayor Napier advised that the Seniors Society's Lunch with the Bunch meets every third Friday of every month and has have meetings the first Tuesday of every month.



Mayor Napier thanked Cr. Westwell for streaming the all-candidate's debate and that she watched the debate remotely while she was in Kitchener-Waterloo for Federation of Canadian Municipalities (FCM) meetings and provided an update. She advised that the writ was dropped for the Federal Elections, FCM released their election platform for candidates and that Arctic and Northern Policy Framework was released and briefly discussed. She advised that she would be attending Advocacy Days FCM meetings in November. Mayor Napier noted that at the meetings the FCM election platform for Federal candidates was released and there is a website that speaks to the issues of the FCM. She advised that the FCM represents communities across Canada and issues are nationwide including access to broadband, the push to have Gas Tax permanently doubled, affordable and accessible housing, vibrant and rural communities, public transit and addressing climate change. She stated that the FCM has media templates and suggested the Town have this as well. She noted earlier discussion about having citizens engage directly with the GNWT on issues and suggested having template letters available for residents to make getting their message out easier. Mayor Napier thinks Council should voice their concerns during NWTAC and FCM meetings and submit resolutions. Mayor Napier advised that the FCM used to communicate after things had been done and are now pushing to be involved in policy development before decisions are made. She suggested the Town take guidance from their process. Mayor Napier stated that municipalities are now pushing to be seen and are sitting at the table with the Federal Government as a respected level of government and with this, decisions are being made at a territorial or provincial level but by municipalities for what municipalities need. Mayor Napier suggested following the FCM election platform for MLA candidates. She would also like to discuss several municipal issues and how the candidates can support them. Mayor Napier would like to review resolutions previously put forward and review the policies that were released as a result. She suggested using the resolutions and policies put forward to the FCM and use them to forward them as issues for Fort Smith but also to get support from communities across the NWT and Canada.

Mayor Napier advised that the NWTAC Executive including herself would be travelling to Yellowknife on October 17<sup>th</sup> to meet with new MLAs and cabinet and will be having a board meeting on October 18<sup>th</sup>. She suggested discussing pressing issues to bring forward to the NWTAC board meeting and issues that Fort Smith can get support with from other municipalities across the NWT. She noted that a benefit being from the NWT is the opportunity to meet with the NWT Member of Parliament often. She acknowledged that other representatives that will be attending the FCM Advocacy Days are going to meet their MPs. Mayor Napier would like the Town's electoral platform out before the elections to get messages out and answers from the candidates to forward to the community so residents can make informed decisions on who they are supporting. Mayor Napier suggested ongoing meetings with the Ministers in Yellowknife and that this included in upcoming budget discussions.

Mayor Napier congratulated the new Chief and Councils of SRFN and SLFN. She advised that the Fort Smith Metis Council would be having their elections on October 19<sup>th</sup>. She felt that this is a great opportunity for the municipality to meet with Indigenous governments and work together to advocate at Territorial and Federal levels.



d. Administration

DPA-020-19 Marie MacDonald – The briefing note was reviewed.

19-192 Moved By: D/M Smith  
Seconded By: Cr. Cox

That DPA-020-19 submitted by Marie MacDonald to operate a music production consulting home occupation business from Lot 1284, Plan 1679, 13 Bell Rock Way in Fort Smith be approved.

CARRIED UNANIMOUSLY

DPA-021-19 Thomas Koidhis – The briefing note was reviewed.

19-193 Moved By: Cr. Couvrette  
Seconded By: Cr. Cox

That DPA-021-19 submitted by Thomas Koidhis to operate a home occupation photography business from Lot 1346, Plan 1788, 20 Caribou Crescent in Fort Smith be approved.

CARRIED UNANIMOUSLY

DPA-022-19 Sophie Bourgon – The briefing note was reviewed.

19-194 Moved By: Cr. Couvrette  
Seconded By: Cr. Cox

That DPA-022-19 submitted by Sophie Bourgon to operate a home occupation nail salon business from Lot 1387, Plan 1760, 451 Calder Avenue in Fort Smith be approved.

CARRIED UNANIMOUSLY

Briefing Note Updated JBT Donation Request – The briefing note was reviewed. Administration advised that the JBT donation request briefing note was brought to the Committee meeting last week and more information was requested. The updated briefing note is before Council which includes financial information. He noted that it was determined that the GNWT doesn't pay for playgrounds and the kids paid for them through fundraising initiatives in conjunction some additional funding from the school slush-fund. He stated that the slush-fund is depleted, and the install was covered in-part by the Department of Infrastructure. He advised that there was a misunderstanding of the scope of work which required the school covering a portion of the install leaving no funding left for their commitment to the payment of the installer.

D/M Smith advised that this was discussed at length previously and that he is supportive if upon further information it was determined that there had been a substantial fundraising effort and no more funding available within the School or DEA. He noted that it was unfortunate that project management was unable to anticipate the related costs and installation fees they incurred.

Cr. Westwell thanked for the additional information. He was disappointed that the GNWT doesn't build their playgrounds which resorted in seeking a donation from the municipality to build them. He advised that he is supportive of the request as the playground is a community asset and will be well used. He suggested stating in the motion where the money will be funded from in the budget.

Cr. Couvrette advised that the briefing note indicated a surplus of funds from the Town's portion of playground installations and suggested utilizing the surplus funding to cover the request from JBT. He suggested that the contribution be included in a press release also stating that the GNWT would not fund the playground which is vital to the delivery of programs in schools and that the Town stepped up to make the contribution.



Administration advised that there are unspent capital funds for playground installation and will include JBT's portion in the Town's payment to the playground installer. He advised that if the money is being donated it would come from the donations budget or with direction it would come from the capital budget. D/M Smith felt that the contribution is a donation and should come from the donations budget. He suggested leaving the capital money in place as any surplus will be used for reserves and for other projects. Cr. Westwell agreed to have the money funded from the donation's budget.

19-195 Moved By: D/M Smith  
Seconded By: Cr. Campbell

That the Town of Fort Smith donate \$1,924 to JBT Elementary School to cover the unbudgeted costs of installing their playground equipment.

CARRIED UNANIMOUSLY

#### H. **ABSENCE OF COUNCIL MEMBERS**

Cr. Westwell noted that Cr. Beaulieu was late to the meeting and entered after the meeting had concluded. He asked for an update or if anyone was informed. Cr. Beaulieu was in a staff meeting and didn't plan for it to go that long. Mayor Napier reminded Council there are specific reasons for excused absences outlined in the Council Procedures Bylaw and requested that Councillors provide a general reason when notifying to be excused.

19-196 Moved By: Cr. Cox  
Seconded By: Cr. McArthur

That Cr. Beaulieu be excused from the Corporate Services Standing Committee Meeting on September 3<sup>rd</sup>, 2019.

CARRIED UNANIMOUSLY

19-197 Moved By: D/M Smith  
Seconded By: Cr. Pischinger

That Mayor Napier be excused from the Community and Municipal Services Standing Committee Meetings on September 10<sup>th</sup>, 2019.

CARRIED UNANIMOUSLY

#### I. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – October 1<sup>st</sup>, 2019  
Community and Municipal Services Standing Committee Meetings – October 8<sup>th</sup>, 2019  
Council Meeting 10-19 – October 15<sup>th</sup>, 2019



J. **ADJOURNMENT**

19-198 Moved By: Cr. Cox  
Seconded By: Cr. Couvrette

That the meeting be adjourned at 9:47 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 15<sup>th</sup> day of October, 2019.

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Mayor Lynn Napier

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Certified Correct by the  
Senior Administrative Officer Keith Morrison

K. **QUESTION PERIOD**

A question period was offered in accordance with policy.



Town of Fort Smith  
Corporate Services Committee  
Tuesday, October 1<sup>st</sup>, 2019, at 7:00 pm

Chairperson: D/M Smith  
Members: Mayor Napier, Cr. Westwell, Cr. Pischinger, Cr. Beaulieu, Cr. Cox, Cr. McArthur, Cr. Couvrette, Cr. Campbell  
Staff Present: Keith Morrison, Senior Administrative Officer; Obrian Kydd, Director of Corporate Services; Katie Reid, Executive Secretary

1. Call to Order

D/M Smith called the meeting to order at 7:01 pm.

2. Declarations of Financial Interest

- a. Statement of Disclosure of Financial Interest – There were no disclosures of financial interest.

3. Review

- a. Agenda – The agenda was reviewed. Cr. Westwell asked if the proposal to rent the Recreation Centre Canteen would be discussed. Administration advised that the canteen is already being leased to the Daycare Society. He stated that they did not intend to bring the letter for discussion although the letter was addressed to Mayor and Council. Cr. Westwell will further discuss the proposal under correspondence.

**RECOMMENDATION**

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Campbell**

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

**CARRIED UNANIMOUSLY**

- b. Minutes – The minutes of September 3<sup>rd</sup>, 2019, were reviewed and adopted at the Council meeting of September 17<sup>th</sup>, 2019. Cr. Couvrette referred to the minutes where it was discussed that Minister Schumann stated the GNWT Department of ITI would be creating a new Associate position and that there was direction to follow up on this. Mayor Napier advised that she doesn't have an update but will follow up. Cr. Pischinger replied that she has seen a GNWT ITI Associate Superintendent position advertised.

Cr. McArthur requested an update on property tax arrears. Administration advised that the briefing note on property tax arrears is still being authored as the Director was waiting for a response from legal counsel on questions he had. He noted that a response was received today and that the briefing note would be brought to the Committee meetings next week.

- c. Vision and Values – The Vision and Values were reviewed. Cr. Couvrette advised that he had recently sent an email to TTAB and referred to the vision as soulless. He suggested revisiting the Vision and Values at some point. D/M Smith noted that Cr. Couvrette has expressed his dissatisfaction of the Vision and Values in the past.
- d. Strategic Plan – The Strategic Plan was reviewed.

#### 4. Governance

- a. Council Priorities – The Council Priorities were reviewed. Administration advised that the updated document has been incorporated into the package. He noted that it was suggested discussing the updates at this meeting. Cr. Couvrette requested that items that were modified be noted.

D/M Smith provided an update on reprioritized and added Council Priorities. He advised that to develop a road connecting Fort Smith with the south was reprioritized from 6+ years to 1-2 years. He asked if there were any updates from the Road South Committee. Administration replied that SRFN was unable to continue with the Committee until after their elections and that he doesn't have an update at this time.

Having an increased and stronger bylaw enforcement presence was reprioritized from 3-5 years to 1-2 years. D/M Smith felt that the Town is making improvements in increasing the bylaw enforcement presence.

To connect high school students within and outside the community with College offerings was deprioritized from 1-2 years to 3-5 years. D/M Smith asked if there were any further changes to the transition to elected DEA members. There were no updates. D/M Smith noted that a Post-Secondary Education Ad Hoc Committee was created and suggested they meet. Administration replied that there are several Committees that need to reconvene and suggested that Chairs initiative meetings and working with the Executive Secretary. D/M Smith noted that the Town plays a partnership role with multiple school initiatives and that goals should be reprioritized to reflect what is happening.

To recognize and support the work of volunteers was split as a governance and administrative goal.

To ensure successful collective bargaining was added to the Council Priorities as a 1-2 year governance and administrative goal. D/M Smith noted that this goal is complete.

Three new 1-2 year governance goals were added to the priority of maintaining and improving existing community infrastructure. The three items added include complete the 20-year Capital Plan; lobby the GNWT and Federal Government to close the infrastructure funding gap; and lobby the GNWT to complete outstanding transfers of Commissioner's land.

Cr. Westwell advised that goals under improving communication and dialogue with other levels of government including Indigenous governments were identified as 1-2 year goals but require further follow-up.

Mayor Napier advised that climate change priorities in the Strategic Plan are administrative but felt that it is important for Council to make a policy or statement regarding climate change. Cr. Couvrette advised that many municipalities across Canada have passed proclamations declaring a climate emergency and suggested this be reviewed. D/M Smith confirmed that Whitehorse, YK and Edmonton, AB have declared climate emergency.

#### 5. Director's Report

The Director provided a report on the operations of the Corporate Services Department. The Director advised that the Corporate Services and Municipal Services Departments have partnered to bring efficiencies to utility billing and that it currently takes ten to fourteen days to complete a billing a cycle. The Director is confident that they can reduce this to one to two days. He noted that an associate of the Neptune Water Company is assisting in reviewing the process and that progress is being made.

The Director advised that he is working diligently on bringing the briefing note on tax arrears, tax sale and forgiveness of Seniors' tax debt to Council. He stated that it is taking longer than expected as the information required for a tax sale is important to be done properly or the ramifications are significant. The Director has been working with legal counsel and researching historical information from the past sixteen years to ensure the process is performed correctly. He noted that due to staff turnover, it difficult to find information and that some issues require direct conversations with taxpayers.

The Director stated that he has been working on the 2020 O&M Budget. He doesn't anticipate any major issues but noted that some updates are required including to salaries and wages as per the new Collective Agreement and also, an increase to utilities as a result of Carbon Tax increasing operating costs for the municipality.

With respect to staffing, the Director was pleased with the Finance Clerk and felt that she is doing well in the position. He also said a special thank you to Michele McGuire who covered reception over the past year and continued to work through multiple extensions. He commended her work and felt that she was good teacher of the intricacy of the operations. The Director also commended Michelle Gauthier who is a very dedicated and hard worker. He gave his appreciation for all the hard work she does.

The Director brought forward the issue of accounts receivables as there is over half a million owing in over ninety-day arrears and that this is an issue repeatedly raised by the Town's auditors. He advised that the department would attempt to address the issue internally by contacting customers and if progress is not made, the issue may need to be handled by a collection agency.

- a. Accounts Paid List – The Accounts Paid List from September 2019 was reviewed. Cr. Couvrette requested an update on payment made to Rowes Construction and asked if the Town would be holding back payments to encourage the contractor to work on schedule. Administration replied that a holdback of 10% is standard in the case that the contractor doesn't pay subcontractors. He added that payments are not meant to be punitive and that invoices are thoroughly reviewed and approved by the engineer and the Town. He agreed that there were concerns of the schedule but that the contractor has provided a schedule which includes filling and covering Breynat Street by this weekend due to the weather and that similar work would occur on Portage Avenue to conclude the construction season. He noted that engineering costs are based hourly and that the contract has mechanisms to incorporate delay costs to ensure deadlines are met. He stated that the quality of work tends to deteriorate too late in the season and that temporary services are starting to freeze-up.

Cr. Couvrette asked if the contractor is hiring local content. Administration confirmed this. He stated that the Town encourages local content and is seeing local content on site. He noted that as the contractor is not from town, it is expected that they would bring some of their own resources which does have economic benefits to the community.

Cr. McArthur asked if the CWWF funding was approved to be carried over to 2020. Administration replied that he will not have confirmation until after the Federal Elections in November but he is optimistic that the funding will continue.



Cr. Cox requested an update on the payments for the Community Services Master Plan advertisement and the Ambulance Bay Rental. Administration replied that the payment for the Community Services Master Plan advertisement was for an RFP to update the Town's current plan however no proposals were received. As a result, the RFP was assessed for validity and it was determined that there were no northern consultants to perform the work. He advised that updating the document would require a high level of community engagement and that an updated plan is required for Recreation Centre renovations to occur summer 2020. He indicated that the date for renovations is set for summer as there isn't an alternate facility for recreation activities besides the Arena and as the Arena is unavailable in the winter. Administration plans to engage the community to determine a solution and that a contractor would be hired to perform the design work late in the winter to begin construction in the summer.

Cr. Cox referred to the payment made on the Slope Stabilization Project and asked if the tabletop work has been completed. Administration replied that the payment was a result of early progress billing and that the amount is not representative of substantial progress.

- b. Correspondence – The Correspondence from September 2019 was reviewed. Cr. Westwell referred to the proposal received to rent the Recreation Centre Canteen. He understands the direction received is that the space is unavailable and requested a response be provided to Mr. Sampan advising of this. Cr. Westwell appreciated Mr. Sampan putting his proposal forward but also felt that the expenses to operate the canteen were undervalued. Mayor Napier advised that she would provide a formal response.

Administration advised that correspondence was also received from the Royal Canadian Legion that was addressed to Mayor and Council. He noted that the letter is received yearly and that the Town intends to continue to provide support.

- c. License Report – The License Report from September 2019 was reviewed.

## 6. Other Business

- a. Briefing Note NWT Housing Corporation Development Permits – The briefing note was reviewed. Administration advised that the NWT Housing Corporation has obtained the contract to construct RCMP duplexes and that they purchased three lots in Westgrove Subdivision. He noted that three recommendations are before Council for each development permit for each lot. The Town noted that when the NWT Housing Corporation when they expressed interest in purchasing the lots, it was advised that the zoning is R1 Single Family Dwelling which makes R2 Multifamily Dwellings a conditional use requiring Council's approval. Subsequently, when the NWT Housing Corporation submitted their application to purchase the lots, they did not include the condition of using the lots for multifamily dwellings. Administration advised that the NWT Housing Corporation now owns three R1 lots and are not guaranteed that the conditional use of multifamily dwellings would be approved. He added that it was suggested that they purchase six lots as each lot has one service and that the services cannot be tied together. This would require removing the pavement to add an additional service to each lot. Administration stated that the NWT Housing Corporation is willing to present to Council and residents if there are any concerns in approving the development permits. He advised that the development permits are recommended for approval as there are other multifamily dwellings in the area. Administration indicated that conditional uses, similar to home occupation permits, consider how changes will impact neighbours in the area and provide neighbours with the opportunity to appeal.

Cr. Westwell thought that the developments were already approved although stated he was unsure if he would support multifamily dwellings in Westgrove Subdivision. He noted that the lots are expensive estate lots and that he is usually pro-development but felt that the duplexes look very institutional for the neighbourhood. Cr. Westwell would much rather the NWT Housing Corporation build six houses and stated that he is unsure if there would be gain in changing the intent of the neighbourhood. He would like public feedback on the issue but acknowledged that public engagement can be hard to obtain.

Mayor Napier thanked Cr. Westwell for his comments and indicated that feedback she received from the RCMP is that their current housing is attractive for larger families requiring more than a three-bedroom unit. Mayor Napier would also like the NWT Housing Corporation to construct larger separate houses to meet the needs of RCMP members coming to the community with families.

Cr. Couvrette doesn't support housing the RCMP together in one area and didn't feel this would be the best integration into the community. He would also prefer the NWT Housing Corporation to build six houses and asked if there are any alternate locations that could be offered to meet their development request. Administration replied that there is an empty lot on Pike Street owned by the NWT Housing Corporation. Cr. Westwell agreed that he would support three houses in Westgrove Subdivision and three houses elsewhere in the community. Cr. Campbell advised that he is also pro-development but felt the lots should left zoned R1 and that members should be integrated into the community.

Cr. McArthur suggested informing RCMP members if the NWT Housing Corporation delegates on the issue.

**RECOMMENDATION**

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Cox**

**That DPA-023-19 submitted by NWT Housing Corporation to construct a multi-dwelling residential duplex on Lot 1626, Plan 2895, 25 Whitford Road in Fort Smith be approved.**

**OPPOSED – MAYOR NAPIER, CR. CAMPBELL, CR. COUVRETTE, CR. COX, CR. MCARTHUR, CR. PISCHINGER, CR. WESTWELL, CR. BEAULIEU**

**MOTION UNANIMOUSLY DEFEATED**

**RECOMMENDATION**

**Moved by: Cr. Cox**

**Seconded by: Cr. Campbell**

**That DPA-024-19 submitted by the NWT Housing Corporation to construct a multi-dwelling residential duplex on Lot 1750, Plan 4330, 26 Whitford Road in Fort Smith be approved.**

**OPPOSED – MAYOR NAPIER, CR. CAMPBELL, CR. COUVRETTE, CR. COX, CR. MCARTHUR, CR. PISCHINGER, CR. WESTWELL, CR. BEAULIEU**

**MOTION UNANIMOUSLY DEFEATED**

**RECOMMENDATION**

**Moved by: Cr. Couvrette**

**Seconded by: Mayor Napier**

**That DPA-025-19 submitted by the NWT Housing Corporation to construct a multi-dwelling residential duplex on Lot 1751, Plan 4330, 27 Whitford Road in Fort Smith be approved.**

**OPPOSED – MAYOR NAPIER, CR. CAMPBELL, CR. COUVRETTE, CR. COX, CR. MCARTHUR, CR. PISCHINGER, CR. WESTWELL, CR. BEAULIEU**

**MOTION UNANIMOUSLY DEFEATED**

- b. Briefing Note Water and Sewer Infrastructure Replacement Paving 2019 – The briefing note was reviewed. Administration advised that NWT Construction is a subcontractor of Rowes Construction for the Water and Sewer Infrastructure Replacement Project. He advised that paving this year would not be happening for the Water and Sewer Infrastructure Project and that the asphalt plant would remain in Fort Smith over the winter to pave next year. He advised that extra funds were contributed to the capital project for additional paving under the contract. He indicated that last minute pricing was received from NWT Construction to perform additional paving work through sole source requiring Council approval. He advised that NWT Construction is the only contractor available to do the paving work and that other contractors would not be able to mobilize for the same cost. He added that the pricing received has been compared to pricing from a Hay River contractor and is determined to be comparable. Administration advised that work would include repairs to pavement cuts which is funded through the Service Interruption Insurance Fund, overlays and repairs funded through Water and Sewer Infrastructure Replacement Capital Budget, and back charges that are charged back to the contractor as a result of institutional parking lots being paved.

Cr. Westwell suggested holding a Special Meeting in the future to approve the awarding of work for cost effective resources. He supports the recommendation and was pleased with the amount of paving that occurred this year. Cr. McArthur is also supportive of the recommendation and requested additional areas to be paved. Administration agreed with Cr. Westwell's comments but felt that under the circumstances of short notice, affordable pricing, and as there were cuts existing for multiple years, that Council would support the work.

**RECOMMENDATION**

**Moved by: Cr. Cox**

**Seconded by: Cr. Westwell**

**That the 2019 paving work be awarded to NWT Construction in the amount of \$259,135.00 plus GST.**

**CARRIED UNANIMOUSLY**

7. Date of Next Meeting

The next Corporate Services Standing Committee meeting will be held on November 5<sup>th</sup>, 2019.

8. Adjournment

D/M Smith wished the Town of Fort Smith a happy birthday.

**RECOMMENDATION**

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Cox**

**That the meeting be adjourned at 8:34 pm.**

**CARRIED UNANIMOUSLY**



Town of Fort Smith  
Community Services Committee  
Tuesday, October 8<sup>th</sup>, 2019 at 7:00 pm

Chairperson: Cr. McArthur  
Members Present: Mayor Napier, D/M Smith, Cr. Campbell, Cr. Couvrette, Cr. Cox,  
Cr. Pischinger, Cr. Westwell, Cr. Beaulieu

Staff Present: Keith Morrison, Senior Administrative Officer; Paul Kaeser,  
Director of Municipal Services; Katie Reid, Executive Secretary

1. Call to Order  
Cr. McArthur called the meeting to order at 7:02 pm.
2. Declaration of Financial Interest
  - a. Statement of Disclosure of Financial Interest – There were no disclosures of financial interest.
3. Review
  - a. Agenda – The agenda was reviewed. Cr. Westwell advised that he was approached by unhappy parents regarding Minor Hockey being cancelled over the past weekend. Cr. Cox stated that Minor Hockey was cancelled Saturday morning due to the Hobago Tournament. She noted that there was a similar issue last year where the Town had notified Minor Hockey and Minor Hockey had failed to notify parents.  
**RECOMMENDATION**  
**Moved by: Cr. Cox**  
**Seconded by: Cr. Pischinger**  
**That the agenda be adopted as presented.**  
**CARRIED UNANIMOUSLY**
  - b. Minutes – The minutes of September 10<sup>th</sup>, 2019, were reviewed and adopted at the Council meeting of September 17<sup>th</sup>, 2019. Cr. Couvrette asked if there were further updates on the Community Services Master Plan RFP. Administration is still examining whether to sole source or go back to RFP which is dependent on the feedback received from consultants that drew the document but did not submit a proposal.
  - c. Vision and Values – The Vision and Values were reviewed. Cr. Couvrette requested that Council consider updating the document for a more dynamic vision of the future. He asked why Fort Smith being the education capital for the NWT isn't included in the vision.

D/M Smith advised that he attended an economic development themed Speaker Series at the Aurora College last week in which NWAL presented and answered questions after. D/M Smith had asked what the best way is for Council to support private businesses. He noted that the answer received was to make the community an attractive place to live and that they further discussed tax incentives. He added that they also discussed lobbying for decentralization which has a huge impact to local business.

Cr. Westwell asked if the Department of ITI participates in Business Fridays at Thebacha Business Development Services. Administration confirmed that ITI participation has improved. He advised that the Town has found that Thebacha Business Development Services is very aligned with the Chamber of Commerce and that the Chamber's primary role is to support their existing brick and mortar business memberships. As a result, the Chamber can be anti-new business including anti-home occupation businesses. He indicated that the Town's perspective is to promote new businesses to increase competition and improve quality. He noted that home occupation businesses attribute to over 50% of businesses in town and that the size of the community could not support full brick and mortar businesses. Administration advised that the Town is examining the possibility of pursuing the contract from the Department of ITI to run business development services and that there is also funding available through the Department of ECE. Cr. Westwell was pleased with the update. He advised that he has met with Linda Martin of Thebacha Business Development Services multiple times and that she does a good job with both roles.

- d. Community Services Master Plan – The Community Services Master Plan was reviewed.
- e. Economic Development Plan – The Economic Development Plan was reviewed.

4. Directors Report

The Director provided a report on the operations of the Community Services Department. Administration advised that the Director of Community Services would be out of the community working remotely for the next two-months. He presented the Town's new Recreation Guide to Council. He was pleased with the guide and noted that mostly larger communities have them. He noted that it was inexpensive to produce as the template was created through a local contractor. He added that the document was distributed at the Community Block Party and would be distributed through mail drop.

Administration provided an update on Community Services events. He noted that the department provided support for the Aurora College barbeque by providing the bouncy castle. NWT Soccer held a Futsal Clinic in the Recreation Centre gymnasium. Administration advised that the Town hosted the Community Block Party at the Recreation Centre and that there was anywhere from 100-150 people in the building foyer at any given time as well as live music. He noted that the department will examine the possibility of using the foyer for future events. Administration advised that an Archery Coaching Clinic happened and that three local coaches were trained. Administration advised that the Lawrie Hobart Memorial Volleyball Tournament is happening next weekend and that the Recreation Centre will be utilized for the event.

Administration advised that the Arena is now open, and that Minor Hockey has weekend morning ice time. The Hobago tournament occurred last weekend and there was a fundraiser for Minor Baseball. He noted that the Town's participation with the Hobago tournament stretched resources resulting in Minor Hockey being cancelled. Administration advised that the department is working with Minor Hockey and the Territorial Dietician to facilitate healthy options in their menu at the Arena Canteen.

Administration advised that the Pool remains shut down as one of the pipes that feeds water to the Pool is broken causing dirt and mud to be drawn into the Pool. He noted that there isn't a crawl space under the Pool, and that fixing the broken pipe will require finding the broken pipe and pulling up the Pool deck. He predicts that it will be another three-weeks until the Pool is back open.

Cr. Westwell asked if the new Pool liner will need to be damaged in fixing the broken pipe. Administration replied that it would not as the pipes are located under the Pool deck. He added that the broken pipe is not related to the installation of the new liner. Cr. Campbell asked if local contractors would be hired to find the broken pipe at the Pool. Administration confirmed this.

Administration advised that Wellness Wednesday has returned to the Library and that a new program, Adulting 101, has started. He noted that there are additional library statistics included in the package that have been produced by the new Head Librarian and show statistics on the types of books that are drawn. Cr. Cox was pleased with the additional Library statistics and found them interesting. Administration advised that the Head Librarian position is being temporarily filled until a new organizational chart including the position can be brought to Council next month for approval due to cost implications with the position. Cr. McArthur asked if funding for the position would be received from the GNWT. Administration replied that he is still collecting information from the GNWT and preparing a briefing note on the issue. He noted that they previously covered over 75% of the salary for a full-time position and now they are only offering 50%. Administration is in the process of obtaining clarity as to why they aren't providing as much assistance as when they staffed the position.

D/M Smith felt that the deadline of October 1<sup>st</sup> to open the Arena ice surface seemed rushed as the ice condition was dubious. He noted that he had closed a section off as it wasn't safe. He suggested waiting longer in future years for better ice quality.

Cr. Cox commended the Town for preparing the Harry Sudom Ball Diamond for the Hobago tournament and noted that it was in excellent condition with freshly mowed grass and lines painted on the field. She added that others were positively commenting on the condition of the ball diamond as well. Cr. McArthur noted that there were over fifty people participating in golf for the Hobago tournament.

- a. Recreation Statistics – The September 2019 statistics report was reviewed.
- b. Pool Statistics – The September 2019 statistics report was reviewed.
- c. Mary Kaeser Library Statistics – The September 2019 statistics report was reviewed.
- d. Mary Kaeser Library Additional Statistics – The additional statistics from September 2019 were reviewed.

5. Economic Development
- a. Economic Development Report – The September 2019 statistics report was reviewed. Administration advised that the new Speaker Series is being run in conjunction with the Aurora College and that the next topic is “Defining Ourselves as a College Town”. He noted that there is a Tourism Stakeholder meeting happening next Thursday. Additionally, the EDO is working with the Aurora College and Public Health on implementing a Career and Health Fair. Administration advised that a Community Art Connections RFP has been distributed and that \$10,000 was received from the NWT Art Council which is being divided for the creation of two art projects. He added that the Town will also be relocating the AWG Cauldron to where the Centennial Monument was.
6. Advisory Boards
- a. Recreation Advisory Board
    - i. RAB Minutes September 10<sup>th</sup>, 2019 – The RAB minutes were reviewed. Cr. Cox advised that she spoke to the minutes at the last Community Services meeting. She noted that the next RAB meeting and AGM is scheduled for October 15<sup>th</sup>. D/M Smith referred to the implementation of the Healthy Foods Policy in the minutes and that Fort Smith no longer has a dietician. He noted that this is another form of elimination of local GNWT programs and services in the community. He added that the Town is continuously told there is the same number of positions in the community although there are positions that are no longer here.
    - ii. RAB Appointment Dianna Korol – The expression of interest form was reviewed.  
**RECOMMENDATION**  
**Moved by: Cr. Cox**  
**Seconded by: Cr. Pischinger**  
**That Dianna Korol be appointed to the Recreation Advisory Board for a term ending December 31<sup>st</sup>, 2020.**  
**CARRIED UNANIMOUSLY**
  - b. Advisory Board on Culture – Mayor Napier advised that there wasn't quorum for the September 23<sup>rd</sup> ABC meetings and that there wasn't enough feedback to move forward with a meeting on September 30<sup>th</sup>. She noted that the next ABC meeting is scheduled for October 28<sup>th</sup>.
  - c. Tourism and Trade Advisory Board
    - i. TTAB Minutes September 26<sup>th</sup>, 2019 – The TTAB minutes were reviewed. Cr. Couvrette advised that the September 26<sup>th</sup> meeting was the first since June and that he briefed TTAB members on the economic development discussions with Minister Schumann during the August 30<sup>th</sup> Special Meeting. He noted that they also discussed the impacts of the runway narrowing on NWAL and their ability to expand their Aviation School. Cr. Couvrette advised him that Council would continue to pursue this as a Council priority. He also advised TTAB that Council invited the Minister to have a local ITI employee attend TTAB meetings as a representative to provide resources to the board. He noted that there was discussion of the summer tourism season and that there were a couple familiarization tours in town by people in the business of delivering tourism packages. Cr. Couvrette advised that the next TTAB meeting is scheduled for October 17<sup>th</sup>. Cr. Westwell felt that mixed messages have been received from NWAL on the narrowing of the runway. Cr. Couvrette clarified that NWAL is frustrated as they were consulted on the installation of the LED lighting but not the narrowing.

7. Date of Next Meeting

The next meeting of the Community Services Standing Committee will be held on November 12<sup>th</sup>, 2019.

8. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Cox**

**That the meeting be adjourned at 7:47 p.m.**

**CARRIED UNANIMOUSLY**





Town of Fort Smith  
Municipal Services Committee Meeting  
Tuesday, October 8<sup>th</sup>, 2019 at 8:15 pm.

Chairperson: Cr. Westwell  
Members Present: Mayor Napier, D/M Smith, Cr. Campbell, Cr. Couvrette, Cr. Cox,  
Cr. Pischinger, Cr. Beaulieu, Cr. McArthur  
Staff Present: Keith Morrison, Senior Administrative Officer; Paul Kaeser,  
Director of Municipal Services; Katie Reid, Executive Secretary

1. Call to Order

Cr. Westwell called the meeting to order at 7:51 pm.

2. Declaration of Financial Interest

- a. Statement of Disclosure of Financial Interest – There were no disclosures of financial interest.

3. Review

- a. Agenda – The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Cox**

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

**CARRIED UNANIMOUSLY**

- b. Minutes – The minutes of September 10<sup>th</sup>, 2019, were reviewed and adopted at the Council meeting of September 17<sup>th</sup>, 2019. Cr. Couvrette referred to the minutes where it was discussed that a letter would be issued to the Department of Infrastructure regarding the deplorable condition of the chip-sealing of Highway 5. He noted that the aggregate appears to be leaching from the base of the road. D/M Smith drafted the letter and was uncertain if the Mayor had received it for signing. Cr. Couvrette requested an update at the Council Meeting of October 15<sup>th</sup>.
- c. Vision and Values – The Vision and Values were reviewed. Administration advised that the intent is to update the Council Priorities as a standalone document as Council's governance priorities evolves.
- d. 2019 Capital Plan – The Capital Plan was reviewed. D/M Smith requested an update on the status of the paving being performed by NWT Construction Ltd. Administration advised that the paving work has been completed and their asphalt plant has been decommissioned for the winter. He added that the Water and Sewer work is also concluding for the year and that a seasonal inspection of work will be performed. Cr. Campbell asked if the hole beside Conibear Park would be filled. Administration is aware of this and intends to bring the issue forward as one of the deficiencies in the seasonal inspection.

4. Directors Report

The Director provided a report on the operations of the Municipal Services Department. The Director advised that Administration covered most of the details regarding the Pool shutdown in the Community Services meeting. He advised that finding the leak will require listening devices and isolating the leak. He noted that the contractor will begin work next week as parts are on order.

The Director advised that the Facilities Maintenance Department was busy preparing for the Hobago tournament with limited staff. The Director apologized to D/M Smith for the ice condition on October 1<sup>st</sup> as he was under the impression that it was ready for use. He will determine the cause of the hazardous condition and will work to improve this.

The Director stated that the Water and Sewer Infrastructure Replacement Project is concluding for the year until next year. He noted that Water Treatment Plant staff have completed water main flushing and that sediments in the water following the flushing is normal. He added that sewer flushing is close to completion and that he has received positive feedback about the new flusher. He noted that the Water Treatment Plant is also working with the new water meter reading system and that it was determined that some of the existing water meter reading equipment was not working properly. He noted that the department received a 95% read rate with the equipment brought up for demo.

The Director advised that the Landfill compaction coverage has been completed.

He added that there were issues with residential water lines freezing in the spring which were directly connected to manholes. As a result, the department will spray foam to insulate the manhole covers to prevent further freezing.

Cr. Cox asked how much of the Water and Sewer Infrastructure Replacement Project was completed this year. Administration replied that approximately one-third of the work was completed. He anticipates a higher level of disruption next year as water and sewer infrastructure will be replaced along McDougal Road and Breynat Street including the main intersection to Rupert Avenue. He noted that the work is simpler compared to managing the water flow from the Water Tower but more invasive of resident's day to day operations.

#### 5. Protective Services Report

- a. Fire Department – The September 2019 statistics and training report was reviewed. Administration advised that the new fire truck will arrive in either December or January.
- b. Ambulance Department – The September 2019 statistics report was reviewed. Administration advised that the new self-contained breathing apparatus units have been received and installed. He noted that there has been an increase in medivacs in September. He advised that the Ambulance Department is planning to run an EMR course and noted the difficulty in running an eighty-hour first responder training course consisting of volunteers. He added that the GNWT's funding model for EMR training is planned with flying a trainer to the community for a week and that volunteers would not want to use vacation time from work to train.
- c. Bylaw Department – The September 2019 statistics report was reviewed. Administration advised that the Bylaw Officer will be implementing the positive ticketing program to parents operating safely in the school zone. He added that the Bylaw Officer also has multiple upcoming training initiatives planned. D/M Smith commended the work of the Protective Services Department and was pleased with the approach of engagement and visibility. D/M Smith referred to the report where warnings were issued for people speeding between 30-50kms over the speed limit and suggested tickets be issued in these instances. Cr. McArthur noted that there were three warnings and one ticket issued for driving while on a restricted electronic device and asked why all weren't given warnings or tickets. Cr. Westwell advised that Council should trust staff discretion. Cr. Cox noted that insurance companies in Alberta are refusing to insure people who are charged with distracted driving.

## 6. Advisory Boards

### a. Sustainable Development Advisory Board

- i. SDAB Minutes September 5<sup>th</sup>, 2019 – The SDAB minutes were reviewed.
- ii. SDAB Minutes October 3<sup>rd</sup>, 2019 – The SDAB minutes were reviewed. Cr. Westwell advised that he was away for the meeting but congratulated Tim Gauthier on his appointment as Chair and thanked Cam Zimmer for being Chair the past year.
- iii. SDAB Housing Affordability and Needs Analysis – The document was reviewed. Cr. Westwell noted that the document is an analysis and not a formal report.

Cr. Couvrette noted that document discusses the issue of derelict and undeveloped vacant properties and suggested adding an appendix that includes a list of these properties for a better understanding of the extent of the problem. Cr. Couvrette noted that he was quite impressed with the statistical information and suggested this be included as the topic of a future newsletter. He suggested this as Fort Smith is considered favourable and cost-efficient place to live.

Cr. Westwell suggested that a request for information on properties should be directed to Administration from Council and be added as an addendum or with the development of a comprehensive strategy due to the complexity of the document. He noted that the development of a comprehensive housing strategy would require a consultant and in-depth information. He added that there are funding opportunities available for the initiative.

Cr. Westwell indicated that the document was based from an Ecology North presentation on why they should build micro agricultural facilities in Fort Smith due to affordable power and land. He noted that the information in the document is a Canada-wide issue relating to aging infrastructure and that Fort Smith income is below the NWT standard. He noted that the information was brought together throughout the past year as the board discussed affordable housing and ultimately determined that Fort Smith housing is quite affordable. He stated that Fort Smith faces issues such as readily available land, available contractors and aging populating but that Fort Smith's income level and housing affordability are in a good position. He advised that it was determined that affordability isn't the issue, which drove discussion into accessibility which resulted in the opportunities and recommendations in the document to address the issue.

Cr. Cox thanked SDAB and was pleased with the level of work that went into the document. She found the document to be interesting and well done. She noted that the document spoke to the lack of a building inspector in the community and that this wasn't included in the recommendations. Cr. Westwell replied that this was identified through the development permit process and that the issue was raised in regard to what is obtained through the development permit process. He advised that some municipalities perform building inspections themselves and other's hire third-party inspectors. He added that it was identified that development permit rates are comparable to other communities that offer building inspections which was raised as a concern. He noted that this wasn't seen as hindering development but hindering sustainability.

Cr. Cox asked if Council should adopt the document to make public. Cr. Westwell noted that the document is public in the meeting package and that adoption may not provide direction through the opportunities and recommendations.

D/M Smith commended SDAB for their work on the document and stated that he would like to see Council embrace the opportunities and recommendations to work towards them. D/M Smith requested more time to digest the document and noted that each recommendation would be different in actioning. He stated that the document sets the bar for advisory board submissions and provides a good lesson to research and understand a problem before implementing policy changes. He felt that the strong listing of opportunities and recommendations is a better way to address the issues. Cr. Westwell replied that the document could also be given to a third-party consultant to resolve the issues.

Cr. Couvrette moved that the opportunities and recommendations in the document from SDAB be incorporated into the Town's Strategic Plan process. Cr. Cox seconded the recommendation.

Cr. Cox advised that she wasn't prepared to accept the motion to add to the Strategic Plan and asked if the Bylaw Review Committee could review the recommendations for bylaw adjustments. Cr. Couvrette was concerned that the efforts and amount of work put into the document would not be revisited.

Cr. Westwell handed the Chair to Mayor Napier. Mayor Napier accepted the Chair.

Cr. Westwell doesn't think including the opportunities and recommendations into the Strategic Plan is the right idea either. He noted that SDAB was happy to be engaged with the development of the Strategic Plan and actioning items within the plan. D/M Smith agreed and appreciated Cr. Couvrette's intent with the recommendation but felt that Administration would have a different approach. He didn't feel that the recommendations were designed to be placed into an existing plan. He suggested that Council embrace and work towards the items through the Council Priorities.

Administration advised that taxation legislation differentiates between improved and unimproved properties. He noted that it appears that one or two entities own all the industrial land in town which restricts competition. He asked how the Town would define improvements and development of the properties. He noted that Hay River had previously moved to incentivize higher taxes on undeveloped lands. He suggested that if Council approves the report, Administration would bring a briefing note to Council that would address the recommendations. He stated that lobbying items would sit with Council.

Cr. Westwell agreed in formally accepting the document to publish on the website and the development an action plan. Cr. Couvrette amended his recommendation; Cr. Cox accepted.

**RECOMMENDATION**

**Moved by: Cr. Couvrette**

**Seconded by: Cr. Cox**

**That Mayor and Council accept the recommendations and opportunities presented in the Housing Affordability and Needs Analysis; and**

**That Administration provide a briefing note with direction on the items.**

**CARRIED UNANIMOUSLY**

Mayor Napier returned the Chair to Cr. Westwell.

Cr. Cox requested that the document be uploaded to the website as a standalone document.

- iv. SDAB Appointment Alyssa Etsell

**RECOMMENDATION**

**Moved by: D/M Smith**

**Seconded by: Cr. McArthur**

**That Alyssa Etsell be appointed the Sustainable Development Advisory Board for a term ending December 31<sup>st</sup>, 2020.**

**CARRIED UNANIMOUSLY**

7. Other Business

- a. In-Camera Session – *CTV Act S.23(3)(g)*

**RECOMMENDATION**

**Moved by: Cr. Cox**

**Seconded by: Cr. Couvrette**

**That Council move in-camera to discuss the setting of minimum tax sale prices under the Property Assessment and Taxation Act in accordance with Section 23(3)(g) of the Cities, Towns and Villages Act.**

**CARRIED UNANIMOUSLY**

**RECOMMENDATION**

**Moved by: D/M Smith**

**Seconded by: Cr. Couvrette**

**That Council move out of in-camera.**

**CARRIED UNANIMOUSLY**

**RECOMMENDATION**

**Moved by: Mayor Napier**

**Seconded by: Cr. Cox**

**That the Municipal Services Standing Committee meeting extend past 10:00pm.**

**CARRIED UNANIMOUSLY**

8. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on November 12<sup>th</sup>, 2019.

9. Adjournment

**RECOMMENDATION**

**Moved by: D/M Smith**

**Seconded by: Cr. Cox**

**That the meeting be adjourned at 10:17 pm.**

**CARRIED UNANIMOUSLY**