











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

September 18, 2018, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. RCMP Delegation	 Police Report August 2018
D. Approval of Council Minutes a. Council Minutes	 Council Minutes 08-18 August 21, 2018
E. Business Arising from the Minutes	
F. Declaration of Financial Interest	
G. Council Business	
a. Introduction and Consideration of Committee Reports i. Corporate Services ii. Accounts Paid Part I iii. Accounts Paid Part II iv. Community Services v. Municipal Services	   Corporate Services Minutes Sept 4, 2018    Accounts Paid List Part I    Accounts Paid List Part II    Community Services Minutes Sept 11, 2018    Municipal Services Minutes Sept 11, 2018
b. Enactment of Bylaws and Policies	
c. Appointments	
d. Mayor and Council	
e. Administration i. Briefing Note – DEA Nominations	 BN - DEA Nominations
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	

FORT SMITH  
POLICING REPORT  
2018-08



Fort Smith RCMP Detachment  
G Division  
Northwest Territories

The Fort Smith RCMP Detachment responded to a total of 152 calls for service to the town of Fort Smith during the month of August 2018.

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

The current fiscal year priorities are identified as:

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

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

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

Re-actively, detachment members continue to respond to calls for service from community members. Fort Smith detachment members responded to 62 complaints of either causing a disturbance, mischief, and or liquor act related calls for service. Alcohol is a casual factor in the majority of these calls.

**The Community assisted the priority by:** Chief Frieda Martselos will continue to make attempts to encourage those individuals with knowledge re: CDSA in the community of Fort Smith to come forward to the RCMP. This will enable the RCMP to make headway on CDSA within the community.

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

The Fort Smith RCMP Detachment responded to 2 complaints of Domestic Violence in the community. Fort Smith Detachment members also responded to 7 additional complaints of assaults in the community.

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

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



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

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

August 21<sup>st</sup> - Sgt Gilbert met with Councillor Erika BELL re: COP. Discussed sign up, next steps and the potential for visibility at Community Services Fair.

August 21<sup>st</sup> – Sgt. Gilbert attended the Town Council Meeting.

August 31<sup>st</sup> – Sgt. Gilbert met with Mayor Napier-Buckley in two capacities. The first in her role as Victim Services. We ironed out protocol between RCMP/VS/Courts with regards to Peace Bond applications so that we could streamline the process. Then a discussion was had in her role as Mayor. There were two items that she was seeking assistance with (in relation to a partnership with Bylaw). As a result of this meeting the Fort Smith RCMP will be assisting the Bylaw officer with regard to those items.

**The Community assisted the priority by:** Meetings will continue in regards to COP program. Several applications have been dropped off at our Office.

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

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

The Fort Smith RCMP Detachment responded to / investigated 18 complaints regarding traffic offences and or complaints in the community. 7 of these investigations involved impaired drivers in the community and 2 were related to collisions.

**Pro-active Vehicle Stops:** Formal program on pause however members are encouraged to complete proactive motor vehicle stops time permitting.

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

### **Notable Occurrences for the Month:**

Given the issue with youth crime in the community (as it relates to a handful of individuals), Sgt. Gilbert implemented a prolific offender duty under the detachment responsibilities matrix. As such, under the guidance of Cpl. Chris MacDonald and Cst. Mike Buckland, the month of August saw the Fort Smith RCMP conduct a total of 19 curfew checks. For the month of August, all prolific offenders were in Town. This was the reason for the substantially increased focus on curfew checks. The checks resulted in two being charged for breaching their court orders (set for upcoming court appearance) and the third was

arrested on multiple charges/breaches and remanded to Yellowknife. As of this writing he is still in custody.

The Fort Smith Detachment also responded to a total of 5 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.

Throughout the month of August the RCMP responded to 3 calls for service involving youth from the Trailcross Facility. This is in line with last Month which was an excellent reduction and is the result of the RCMP and Trail Cross staff working together to address on-going issues with the troubled youth.

On August 13<sup>th</sup> the Fort Smith RCMP responded to a homicide call. The individual was arrested, charged, and escorted to Yellowknife where he is currently on remand (press release issued).

On August 19<sup>th</sup> the Fort Smith RCMP responded to a complaint re: explosive devices found in a residence. The Edmonton Explosives Disposal Unit flew to community to dispose of the devices (press release issued).

On August 25<sup>th</sup> the Fort Smith RCMP responded to a complaint of a side-by-side on fire and a subsequent break and enter at the ENR compound. Handcuffs, two batons, two flare guns, several cans of pepper spray and several boxes of ammunition were taken (press release issued).

On August 27<sup>th</sup> the Fort Smith RCMP responded to a complaint of theft from a local residence. Items stolen were a TV, iPad, coins/cash and a Browning Challenger Handgun (press release issued).

During the night of August 27<sup>th</sup>/28<sup>th</sup> the Fort Smith RCMP responded to multiple complaints re: theft of vehicles, erratic driving complaints and break and enters. The individual responsible was located that morning and charged with multiple offences (unable to release name as he is a youth). He was sent to Yellowknife on the 28<sup>th</sup> and was remanded into custody until September 17<sup>th</sup> when there will be another court appearance. To date all stolen vehicles from that night have been recovered.

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



**External Distribution List:**

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

**Documents Included:**

Occurrence Statistics

**Appendix A**

Occurrence Type	August 2018	Year to Date 2018	August 2017	Year to Date 2017
Assaults (All Categories)	7	106	16	107
Break and Enter (Residence and Business)	4	25	4	24
Theft of Motor Vehicle	4	10	0	9
Theft under \$5,000.00	1	47	9	39
Theft over \$5,000.00	1	3	1	3
Drug Possession	0	8	0	7
Drug Trafficking	1	5	1	6
Liquor Act	24	118	25	96
Mischief / Cause Disturbance (Includes Public Intoxication)	38	269	63	442
Impaired Operation	7	59	6	58
Other Complaints	65	613	93	495
Total Violations	<b>165</b>	<b>1358</b>	<b>228</b>	<b>1564</b>
Total Calls for Service	152	1261	218	1564
Number of Patrols to Community	N/A	N/A	N/A	N/A

**Appendix A**

Category	August 2018	Year to Date 2018	August 2017	Year to Date 2017
Prisoners	13	157	22	212
Intermittent Prisoners	0	0	0	0
Other Detachment Prisoners	0	0	0	0
<b>Total Prisoners</b>	<b>13</b>	<b>157</b>	<b>22</b>	<b>212</b>

Justice Report	August 2018	Year to Date 2018	Year to Date 2017
Victim Service Unit Referrals	4 Victim Declined 0 Victim Accepted 1 Proactive Referral	24 Victim Declined 8 Victim Accepted 5 Proactive Referral	47 Victim Declined 7 Victim Accepted 1 Proactive Referral
Youth Alternative: Measures YCJA Warnings	0	0	0
Youth Diversion: Community Justice Referrals	0	0	0
Adult Diversion: Community Justice Referrals	0	0	0
Emergency Protection Orders: Detachment Initiated / Detachment assisted	0	0	0
ODARA Reports	0	15	13





**COUNCIL OF THE TOWN OF FORT SMITH  
MEETING 08-18  
THE FIRST REGULAR MEETING OF COUNCIL FOR  
THE MONTH OF AUGUST AND THE  
EIGHTH FOR THE YEAR 2018**

PRESENT:           D/M K. Smith                           Cr. R. Patel  
                      Cr. B. McArthur                   Cr. A. Kikoak  
                      Cr. A. Dumont                       Cr. E. Bell  
                      Cr. R. Holtorf

REGRETS:           Mayor Napier-Buckley, Cr. B. Tuckey

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

GALLERY:           Sergeant Gilbert, Lorraine Tordiff, Sarah Pruys

Meeting 08-18  
August 21, 2018

7:00 PM  
Council Chambers

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

D/M Smith called the meeting to order at 7:00 p.m. and confirmed a quorum of Council was present.

**B.    APPROVAL OF AGENDA**

18-165   Moved by: Cr. Kikoak  
          Seconded by: Cr. Bell

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

**C.    PRESENTATIONS**

- a.    RCMP Delegation
- b.

- i. Police Report – The RCMP Police Report for July 2018 was reviewed – Sgt. Gilbert presented the July 2018 police report. He indicated that he was away for the last week of July. He noted that there were only three curfew checks completed due to the those on curfew being sent out of the community to the Remand Centre. He indicated that two of the youth that are on conditions did return to the community the last week of July when the curfew checks were completed and have continued into August. There are currently two youth that



have been sent to the Remand Centre and another one that was just sent out on Friday August 17, 2018. He indicated that the number of calls to the Trail Cross continues to be low. He added that there only two complaints for the mental health act.

Sgt. Gilbert indicated that he did lose one member of the department who transferred his post to Yellowknife but did come back immediately as a relief member and eventually moved on August 5<sup>th</sup>, 2018. He indicated that there was also a RCMP member that came from Behchoko, NT and served for one week in July. He indicated that the RCMP detachment did receive one new recruit who arrived on Friday August 17<sup>th</sup>, 2018. There is also a member that came from British Columbia and will be in the community until September 19<sup>th</sup>, 2018. He indicated that one member will be back from leave on September 7<sup>th</sup>, 2018 and another member on September 19<sup>th</sup>, 2018 so the detachment will be fully staffed after mid-September. He welcomed questions from Council.

Cr. Kikoak indicated that Trail Cross was unsuccessful in tendering the services, she asked if the RCMP will be submitting a letter of concern. Sgt. Gilbert indicated that he has not submitted a letter. He advised that normally he would submit concerns to his superior and they process his concerns. He added that he would never personally submit concerns to the GNWT.

Cr. Holtorf indicated that there were six RCMP members in the community and asked what is the regular amount of staff to be considered fully staff. Sgt. Gilbert advised that the RCMP is comprised of eight members and there are currently five members on shift. He added that they will also be down to seven as one member is off on maternity leave therefore he is considering seven members fully staffed.

Cr. Bell brought attention to appendix A in the report, theft under five thousand, she indicated that there were twelve compared to July 2017. She asked for an explanation on the increase and if any of the cases have been solved. Sgt. Gilbert advised that there were two new youth stealing bikes around the community which resulted in seven complaints. He indicated that probation services were involved in those cases and that they have not received any further calls regarding the youth. Sgt. Gilbert indicated that another contributing factor is that people are leaving belongings at house parties and reporting it stolen.

Cr. Bell advised that the COP program members met on August 21, 2018 and discussed attending the college welcome BBQ and got information from the Director of Community Services on other events that they can attend. She indicated that she will be forwarding that information to Sgt. Gilbert and welcomed information on any other events that the COP program members can attend. She advised that there are four completed applications for the COP



program.

Cr. Kikoak asked what the liquor act offences are and if they are youth related. Sgt. Gilbert brought attention to the line that is total calls for service and total violations, he advised that the way they score files is whatever is the most serious offence is that what the file will be scored under. Cr. Kikoak thanked Sgt. Gilbert for his delegation and efforts in the community.

Sgt. Gilbert advised that they received a call from a resident which two members responded to regarding the incident which resulted in a fatality. It was immediately relevant how serious the call was and the two remaining members in town were called to the scene. They dealt with the investigation all night and crime investigations were called into the community. Sgt. Gilbert advised that the RCMP did receive a call regarding explosives act on Sunday August 19, 2018. He advised that residents found blasting caps from a mine when moving out. They brought in members from bomb squad to deal with the situation. He indicated that the RCMP has had a fairly full week which will be reflected in the August police report. Cr. Holtorf wondered if any members in the NWT attended the memorial events in New Brunswick for the two fallen members. Sgt. Gilbert advised there was an email sent out inviting members and there is a fund that is specifically for those events. He advised that no members have gone from Fort Smith and was unsure if anyone from the NWT has gone as well.

D. **APPROVAL OF MINUTES**

Cr. Kikoak clarified that the on page five of the minutes she suggested that the Town purchased security cameras. She noted that the minutes indicated that she checked into four thousand dollar cameras and are not expensive to purchase. She advised that she didn't mean that the camera's cost four thousand but that there are cameras that are a higher resolution which are not very expensive.

18-166 Moved by: Cr. Patel

Seconded by: Cr. Dumont

That the minutes of Regular Meeting 07-18 of July 17, 2018 be adopted as presented.

CARRIED UNANIMOUSLY



E. **COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee

18-167 Moved By: Cr. McArthur  
Seconded By: Cr. Bell

That the attached Corporate Services Standing Committee minutes from August 7, 2018, be adopted as presented.

IN FAVOUR – CR. PATEL, CR. MCARTHUR, CR. KIKOAK, CR. BELL,  
CR. HOLTORF  
ABSTAINED – CR. DUMONT  
CARRIED

Accounts Paid Part I

18-168 Moved By: Cr. Kikoak  
Seconded By: Cr. Bell

That the Accounts Paid List Part I for the period ending July 31, 2018, totaling \$820,028.44 be approved.

CARRIED UNANIMOUSLY

Aurora College Program Review - Cr. Kikoak advised that the committee had discussed the job description of the special projects coordinator and asked Administration what he thought about the committee minutes. Administration indicated that there was a recommendation from the Community Services Standing Committee to hire a special projects communications officer. He advised that in order to retain this service he required a better understanding of what the committee wished to accomplish. He indicated that was the reason for the meeting and minutes outline the requirements of the position. He was uncertain if all of the tasks outlined in the minutes could be accomplished by an employee but that the work can be completed by consultants. He advised that the minutes indicate the level of education required for the successful incumbent and that there is enough information for him to proceed. He indicated that the requirements for the position are set high and that he may have trouble with finding the correct person for the position. He advised that the only other question that he has for Council is that what are our next schedules and milestones to achieve. He advised that hiring a person may not be necessary if Council has already achieved everything that they set out and that the next steps don't require the need of a projects officer and their requirements in the job description. He is ready to action on the recommendation to hire someone and asked Council if this is the next steps they want to take.

D/M Smith advised that it would be inappropriate to brief Council on presentation to the Standing Committee on Social Development in the Mayor's absence. He suggested that a



more appropriate approach is to formally brief with the NWT Post-Secondary committee with the Mayor.

Cr. Holtorf agreed with Administration and that to determine the next steps. He thinks that should be completed quickly to not lose momentum as there have been many positive responses received. He suggested completing a newsletter including six major topics to the public as there is a sense that Council is not pursuing this issue.

Cr. Patel thinks that the outcome of the Standing Committee on Social Development meeting would shape things moving forward. She would rather hire a local person that would bring more passion to the position. She is glad they are moving forward.

18-169 Moved By: Cr. Patel  
Seconded By: Cr. Holtorf

That Council hire a Special Projects Communications Officer for our communications and follow-up for the NWT Post-Secondary Education Committee.

CARRIED UNANIMOUSLY

Appointment of Returning Officer – Cr. Holtorf asked what date the Returning Officer will be starting. Administration advised that August 27<sup>th</sup>, 2018 is the scheduled start date for the Returning Officer.

18-170 Moved By: Cr. Dumont  
Seconded By: Cr. McArthur

That Margo Harney be appointed the Returning Officer for the 2018 Municipal Election.

CARRIED UNANIMOUSLY

#### Community Services Standing Committee

18-171 Moved By: Cr. Bell  
Seconded By: Cr. Patel

That the attached Community Services Standing Committee minutes from August 14, 2018, be adopted as presented.

CARRIED UNANIMOUSLY

#### Community Services Level of Service Increase Request

18-172 Moved By: Cr. Holtorf  
Seconded By: Cr. McArthur

That Council approve an increase of \$35,000 to Recreation and Community Centre wages budget to offset the cost of back filling positions as a result of leave and that this increase become a part of the yearly budget process to ensure that sufficient wages are available to support daily operation of the facility; and



That Council approve the recommended re-organization of the Community Services Department, including removing the Aquatic Lead Position and reallocating wage to increase Recreation Assistant – Programs PY and Lifeguard/Instructor PY.

CARRIED UNANIMOUSLY

Road Closure – Mad Bison Run Event – Cr. Holtorf asked how the event was. Administration advised that the event was successful with 33 participants. He advised on some upcoming events that include; the Dark Sky's Festival, Private Stock, and the College BBQ and block party.

18-173 Moved By: Cr. Kikoak  
Seconded By: Cr. Dumont

That for the reason of public safety during the Mad Bison Run Event, Council approved the road closure from the corner of Mackenzie Avenue and Breynat Street, Marine Drive to Wolverine Street, Wolverine Street and the Boat Launch on August 18<sup>th</sup>, 2018 from 10:00 am to 1:00 pm.

CARRIED UNANIMOUSLY

Municipal Services Standing Committee – Cr. Kikoak clarified that on page four of the minutes that she meant for her statements to say that stop signs in residential areas as opposed to the increased residents as currently indicated. D/M Smith advised that the changes will reflect in the current minutes. Cr. Holtorf asked if the strategic plan will be finalized before the end of Council's term. Administration advised the Mayor did meet with the consultant and provided her with all the final comments and changes provided by Council. He indicated that the consultant was tasked with completing the Aurora College response paper therefore she was unable to fulfill the deadline requirements for the strategic plan. She will be completing the Strategic plan before the end of Council's term. D/M Smith understands that there is no additional meeting with the consultant to get the document finalized. Cr. Holtorf asked for the plan moving forward with the asset management project. Administration advised that the Town has access to the software and is in the process of inputting data. There was a competition to hire a someone to complete that work, but the competition was unsuccessful and considering putting the position back out to competition in September. Cr. Holtorf asked if there have been any sidewalk repairs completed. Administration advised that when the water and sewer project is underway, and that a part of the project will include the reinstatement of sidewalks.

Cr. Holtorf asked if the initiative to obtain a water truck fill station has been completed. Administration advised that the work is currently with the engineer and hope he will receive a predesigned steel package. Cr. Holtorf asked if the project will likely be completed before the season ends. Administration advised that the work will most likely



not be completed right away. He advised that there are a lot of capital projects not advancing due to capacity issues.

Cr. Holtorf asked for an update on the electronic sign. Administration advised that the electronic sign has arrived, and he is currently in the process of getting quotes for the installation.

18-174 Moved By: Cr. Dumont  
Seconded By: Cr. Bell

That the attached Municipal Services Standing Committee minutes from August 14, 2018, be adopted as presented.

CARRIED UNANIMOUSLY

Four Way Intersection – Field Street, Klondike Avenue and Winter Street – Cr. McArthur advised that as a bus driver he will be checking all the intersections to provide feedback on where he thinks all the stop signs and yield signs should be placed. Cr. Dumont indicated that there are current four-way intersections that have been created in the past year which are not complete. He added that the placard that indicates that the intersection is a four way stop has not been installed. He thinks the signs should be installed to have the four-way intersections completed advising that the intersections are four way stop intersections. Cr. Kikoak feels comfortable with having a three way stop placed at the proposed intersection if not a four way. She indicated that there is a lot of more residents that live on caribou. She acknowledged that the request was for a four way but feels that a stop sign is required on Winter Street.

Cr. Holtorf thinks there should be more background information collected before these requests are presented to Council. Administration advised that the request for a briefing note was made from the Corporate Services Standing Committee meeting from the correspondence. He advised that the request has come from a resident who submitted a complaint letter and that there have been no other complaints from any other residents. This was the direction that was provided to him by Council. He advised that information and suggestions were previously brought to Council to have a traffic plan created that would address the creations of four way stops. At the time Council decided to proceed with the issues through council motions. Cr. Holtorf thanked Administration for his efforts and supported the initiative of creating a traffic plan that would address these issues.

Cr. Bell advised that she lives down the street from this intersection and supports this change. She indicated that there are a lot of children and traffic at this intersection and a four-way intersection would help slow the traffic for pedestrians.

18-175 Moved By: Cr. Patel  
Seconded By: Cr. McArthur

That Council approve the two yield signs placed at the intersection of Field Street, Klondike Avenue, and Winter Street be replaced with a four way stop.



IN FAVOUR – CR. PATEL, CR. MCARTHUR, CR. KIKOAK, CR. DUMONT,  
CR. BELL  
ABSTAINED – CR. HOLTORF  
CARRIED

Appointment of Acting Senior Administrative Officer – Cr. Kikoak indicated that she has previously requested the amount of leave that Administration has taken to date. She indicated that she thought Council approves Administrations leave but was mistaken and that she no longer requires that information.

18-176 Moved By: Cr. Patel  
Seconded By: Cr. Dumont

That Jim Hood, Director of Corporate Services, be appointed Acting Senior Administrative Officer from the period of Wednesday, August 22<sup>nd</sup>, 2018 at 1:00 pm to Tuesday, August 28<sup>th</sup>, 2018 at 8:30 am.

CARRIED UNANIMOUSLY

NWT Post-Secondary Education Committee – Cr. Kikoak advised that the Committee is working out the response to the Aurora College Foundational Review and the resources that will be required to accomplish that. She advised that the committee is trying to premeditate a dynamic plan as the argument evolves responding to our position. She hoped to have reviewed the document that was presented to the Standing Committee on Social Development. She would like to review the minutes at the next meeting and add what has happened at the Standing Committee on Social Development meeting. She would like to process new objectives moving forward and see how things have changed. She would also like to review the finished document to continue to direct ourselves in the change in direction. She advised that a priority of the Committee includes the ongoing communication with the residents of Fort Smith. She hoped she could have the document that was presented to the Standing Committee on Social Development last week, so she could have approached Chief Martselos to present to the Dene National Assembly. She indicated that the document will be supporting concise messaging which will benefit Fort Smith's position moving forward on this issue. She indicated that in the discussion there were comments that the issue was approached in the summer as a crisis and that this is no longer a crisis, so we can address it with a measured action. She indicated that there are also comments that this has to be addressed in a timely manner. She indicated that there is a lot of brainstorming within the committee. She acknowledged the committee and community members that have had faith that our community can persevere and formulate a good argument.

Cr. Holtorf advised that the committee has identified three deadlines; the presentation to the Standing Committee on Social Development, determine the measurement of what has been accomplished and to prepare for the Standing Committees meeting with Fort Smith.

Cr. Patel indicated that there have more meetings and if it would be beneficial to have





notes from those meetings or at least the dates to show that the committee has met and suggested that the officer that will be hired could compile that information. She asked for the reason why the document that completed by consultant was not shared with band leaders. Cr. Holtorf advised that the document hasn't been shared with anyone and that the committee has not reviewed it either. D/M Smith advised that he can't speak that comment as he was not involved in the process of producing the document. He advised that he was consulted to provide last minute changes before presenting to the standing committee. Cr. Patel asked if there was any communication with any of the delegates for the Dene National Assembly. Cr. Holtorf advised that he did have an informal discussion with Chief Martselos and advised that he would try to provide her office with a copy of the document. Cr. Patel advised that the Dene National Assembly is ongoing and suggested that if the document was forwarded to Chief Marselos and Chief Tourangeau after the meeting they would have some background to present to the Assembly. D/M Smith advised that the document is a total of eighteen pages with ten items in the beginning and a series of recommendations concluding the document. Administration advised that he received direction from the Mayor to hold off on distributing the document. He advised that the document is a strong document. He advised that Acting Mayor carries all authority as same as the Mayor and was advised that she would contact Chief Martselos. He was unsure if those communications had occurred and if not then D/M Smith has all authorities to contact Chief Martselos. D/M Smith advised he will reach out to Chief Martselos and Chief Tourangeau.

18-177 Moved By: Cr. Holtorf  
Seconded By: Cr. Bell

That the attached NWT Post-Secondary Education Committee minutes from August 17, 2018, be adopted as presented

CARRIED UNANIMOUSLY

- b. Enactment of Bylaws and Policies – There were no enactment of bylaws or policies
- c. Appointments – There were no appointments.
- d. Mayor and Council
  - i. Cr. Holtorf – Cr. Holtorf had no comments
  - ii. Cr. McArthur – Cr. McArthur indicated that it was nice to see the road repair team maintaining the roads. He commended the Director of Community Services and the Recreation Programmer on all of the programming that is be provided. He reminded Council that school will be starting again in two weeks and would like to advise drivers to continue to slow down driving throw the school zones.
  - iii. Cr. Bell – Cr. Bell indicated that it is always nice to have the music



festival back and hopes it will continue. She looks forward on how to expand on the music festival for next year. She congratulated the winners of the mad bison run. She looks forward to the bylaw review committee meeting and college BBQ.

- iv. D/M Smith – D/M Smith would like to congratulate the organizations and volunteers involved in hosting the 50<sup>th</sup> anniversary of the landslide, Paddle Fest and the South Slave Friendship Festival. He advised that the presentation to the Standing Committee on Social Development happened at 9 am. He advised that all members of the Standing Committee were in attendance including additional interested members. He advised that the Mayor completed the introductions and conclusion of the presentation. Both and Mayor and Deputy Mayor took turns presenting the drafted response which included sections on; research methodology, decentralized vs. centralized service delivery model, trends in post-secondary education, lack of knowledge about Aurora College, direct and indirect impacts, and costs. He advised that the presentation document can be circulated through email. He advised that the approached taken was to get a positive message and to discredit the recommendations through tackling the research methodology used in the review. He advised that they did spend a considerable amount of time talking about the role of ECE in the past 8 years and how Aurora College was properly positioned to be a polytechnic university. They wanted to have the standing committee thinking about what the real issue behind this is and maybe that this not an educational issue but a relationship issue between the department and Aurora College. He advised that there was a receptive audience and every MLA actively participated in the discussion and asked questions. He advised that it was a positive discussion which also included the role of students. The discussion also included the effects of students and families of students that would come to Fort Smith for trades programs. The impact of the presentation is unknown, but discussion did continue after the presentation which was very positive. He indicated there they were able to have informal discussions with Cabinet ministers and MLA's as well after the meeting. He indicated that the presentation did catch some of the ministers off guard as they were unaware of their delegation. He acknowledged this presentation as an opportunity to provide the GNWT with concerns from the community. He thinks that this is the beginning of a long process. He thinks that a formal debrief should be scheduled with the Aurora College Committee once the Mayor is back in the office. D/M Smith highlighted some things that are apparent to him; there is a lack of knowledge about Aurora College in general, the functions, operations and programs. He thinks that if MLA's were better informed they would have provided more complex questions. He understands that the Standing Committee on Social Development is



working in conjunction with the Minister of Education to provide a joint response. He advised that he is unsure if that will continue and got a sense that may have fragmented. He added that there is still a lot of work to be done.

Cr. Patel asked if there were any representatives from the Department of Education, Culture, and Employment present at the meeting. D/M Smith advised that there were legislative advisors present but no senior management from the Department of Education, Culture, and Employment. He advised that Cabinet Ministers were having a meeting at the same time and were unable to attend the presentation but there were a few cabinet advisors in the gallery. He advised that the meeting was a public meeting and that there were a few people in the gallery.

Cr. Kikoak indicated that the foundational review portrayed a different character of a responsible government and that the review did not include adequate statistics, feasibility and portraying the need to make seats for destination students when our mandate is for northern students. She asked if any of those issues were discussed. D/M Smith indicated that those issues were mentioned and that the audience did read the report in detail. He added that MLA's did have issues behind the methodology behind the report. There were discussions and concerns brought forward on the policy statements and feasibility. The audience was receptive and that the next steps would be to meet with the Premier.

Cr. Holtorf asked if there were any concerns in the discussion that the Government spent over four hundred thousand on this report. D/M Smith indicated that the meeting was open to the public and that there was a mention that the report was a waste of money. Cr. Holtorf indicated that there have been mentions of the report being presented in a colonization model. D/M Smith advised that there was a receptive audience that want to hold cabinet accountable. He felt positive coming out of meeting and to have both Mayor and Deputy Mayor presenting to the committee.

- v. Cr. Patel – Cr. Patel thanked the Town of Fort Smith staff for all the programming and work that they have been doing. She indicated that the College students don't have mail boxes so students are not receiving mailed notifications from the Town of Fort Smith. She indicated that alternate communications must be considered with the college students to ensure they receive programming notifications. She was disappointed in the delayed response from the Premier's office regarding the request to meet the community. She asked if Council is amendable to opening the discussion on the Aurora College



Foundational review and welcome other questions. She thinks that the scope should be broadened. D/M Smith advised that any Town of Fort Smith advertisements are sent to student services at the College who distribute to students.

- vi. Cr. Dumont – Cr. Dumont advised that in discussions with the camp ground attendant he has been informed that the camp ground occupation has increased considerably with the new chip seal of the highway. He would like to see street lights installed heading down the road to the camp ground. He suggested that a request be sent to the territorial camp management to have lights installed around the camp ground to ensure the safety of the campers. He thanked all the staff for work in the last three years.
- vii. Cr. Kikoak – Cr. Kikoak suggested that the Town Website include a page that has information around College Student Life. She mentioned that the Private Stock event will be happening on September 8, 2018. She indicated that the set up for the Friendship Festival was interesting and that it elongated conibear park. She advised that it was nice, and spectators enjoyed the event. She indicated that it would be nice to have the theatre building demolished for free for the property to be opened for parking. Cr. Patel advised that she saw someone measuring the door of the theatre building and asked if there was any movement on that building. Administration advised that the Director of Corporate Services provided an update on that building. He indicated that the building was owned by Starlight Corporation which has been dissolved. He advised that the building is sitting ownerless with significant back taxes and remediation costs. He advised that he is working with the GNWT to resolve that issue. He advised that there is also a business development loan associated with it as well. Cr. Kikoak advised that it was brought to her attention that a bank has a real estate ad online listing the building for sale for four hundred thousand.

e. Administration

Briefing Note – DPA-026-18 Amanda Spooner Home Occupation Permit – Administration advised that the applicant is applying to operate a day home. The property is a rental unit and has received approval from the home owner. There is no issue with the permit and details with respect to the day home are not the jurisdiction of the Town and with ECE to enforce. Cr. Holtorf asked if there are any requirements to advise ECE of the approved home occupation. Administration advised that when the business license is approved there is a note provided to the owner advising them of ensuring they adhere to all the requirements to operate their business, but the Town is not an enforcing authority.

18-178 Moved By: Cr. Patel



Seconded By: Cr. Bell

That DPA-026-18, submitted by Amanda Spooner, to operate a day home from Lot 1384, Plan 1760, 445 Calder Avenue in Fort Smith be approved.

CARRIED UNANIMOUSLY

Briefing Note – Tordiff Sewer Services – Administration advised that the briefing note is in response to a delegation at the Municipal Services Standing Committee meeting. He indicated that the briefing note is detailed including definitions and various problems that the Town encounters. He advised that the things can stop working for two reasons one being the act of god and other is how you operate the line. The way we apply the service interruption insurance is for act of god situations. He indicated that if lines fail due to how the line was operated that is the responsibility of the home owner. In this case there was no indications of a physical failure of the line and all indications lead to that the line was freezing and was not eligible for the service interruption insurance. That was the position he had taken administratively on the issue.

Cr. Dumont indicated that he had discussions with people that were involved in the situation and was told from the company from Hay River that this was not a freeze up and was a failure at the Town connection site. The way the sewer line was connected to the main was by 90-degree elbow which is completely illegal. Also, the company who did service job from Hay River is available to talk to Council because there are some areas that may have been taken out of context. He advised that the contractor is in the opinion that this is something that should have been handled in a different way.

Cr. Patel asked if the insurance is administered through a third party. Administration advised that it is called insurance and is a fixed fee that this charged on every resident's utility bill. The fee goes under a specific reserve which is administered by the Town and there is no insurance company involved in the process. Cr. Patel asked if there is a protocol on taking deposits for work to be completed on water lines and then bill residents after the work is completed as she is unsure if she is reading into the bylaw incorrectly. Administration advised that the way the bylaw is written is that if a resident encounters a sewer problem they can approach the town and the Town can initiate the work as the bylaw is written. Typically, what happens is that home owners go directly to the contractors and initiate the work from there. At that point if it is determined that the issue was not caused by how the line was operated then the Town will step in from there and determine the cost to date and finish the work to be completed. If the damage is severe and requires digging up of the ground and equipment, that was the intent of the insurance, if there is only cleaning that is required then that is the cost of the home owner. Cr. Patel clarified that in this case there was no deposit received for the work to be completed as it was determined that this was not a Town issue. Administration advised that all indications were that there was no failure of the line and that it was frozen.



Cr. Dumont would like to reiterate the fact that the company from Hay River, West Side Plumbers, stated from their video that the line was not frozen, so we can't say it was frozen line. He brought attention to section 504 of Bylaw 705 and stated that after completion of construction of ownership of maintenance of all below service pipes and accessories of municipal roads from below ground main to the property line shall become the property and responsibility of the Town subject to charges as outlined in this bylaw made payable by any person. He indicated that the area in question according to the bylaw was on the Town property and not on the property owner and should be the responsibility of the Town. He suggested that this issue is not brushed off and make arrangements with West Side Plumbing to discuss this issue.

Cr. Holtorf doesn't think it's right for Council to get involved in this as this is an appeal which there is no designated process for. He indicated that this is a matter for expert opinion and would require a fair deal of knowledge to assess this and make a fair decision. He is not comfortable making a decision without that information. He indicated that typically Council makes decisions with the information that is provided and that he would like to support Administration until there is a process not to. He indicated that he is not comfortable with making a decision as this should be treated like an appeal and reviewed by an appeal committee of some sort.

Cr. McArthur indicated that when he watched the video, the camera went right to the end and it showed something there, but when the line was flushed it was gone. He asked if this was something from the Town's existing line and that he is confused about the video. He indicated that if this was something coming up from downstream then yes it was the main line therefore he would like to know what that obstruction was.

D/M Smith indicated that in Council proceedings questions are not normally asked to the gallery and that there is a question period after the meeting. Lorraine Tordiff advised that there is nothing in bylaw 697 that addresses line disruption. She advised that this was a serious blockage and that it was an interruption in her services. Administration indicated that there is reference to a failure of the line and that the bylaw is an interruption of service. Lorraine Tordiff advised that she sent the contractor a copy of the briefing note and he thinks there are discrepancies. She presented pictures from the video that were taken by the contractor. She indicated that there is something at the end of her sewer line and the pictures show corners or squares. She indicated that the blockage was 130-140 feet out of her home and that there was debris. She advised that the Town had a poor video taken. They have gone back in the last month. She doesn't feel that she is asking for anything that is not in the bylaw.

Cr. McArthur would like this issue resolved one way or another and not go past this meeting as this happened in February 2018. Cr. Patel indicated that she trusts the work that Administration has done and that they concluded based on the resources that they had. She agreed with Cr. Holtorf and that this is an appeal process and the Town is not an insurance company.

Administration brought attention to Bylaw 697-part 2 Section 4 stating that the customers



should not be entitled to assistance because of negligence as a customer. He added that this is the part in the briefing note that for whatever reason the sewer line was blocked not due to any failure of the line but due to user negligence. The location of where the debris built up because the Town is not responsible for what is put down the lines, we can't be accountable for where the debris settles and is negligent operation of the service and is not eligible on the service interruption insurance. He advised that if Council moves forward with this, Council will have to approve every time a line freezes and every time a line blocks and now becomes a liability. This decision would imply that Administration ignore how residents operate the lines. He advised that there is a five-hundred-dollar deductible for the insurance. He advised that the service interruption reserve receives fees in the amount of eighteen thousand per year, the cost to replace a failed line can vary between ten thousand to fifteen thousand, and if Council moves forward on the motion they could encounter that cost for every plugged line.

Cr. Holtorf doesn't think Council should be voting on this as he doesn't know precedence this would set. He doesn't think we should be an appeal body and there is no procedure for this issue. He advised that he is not comfortable as a councillor to vote on this as there should be another level of expertise.

Cr. Bell thinks there is a reason why the Town has this insurance and why residents pay into it. She doesn't see the failure being the resident's fault in this case. She indicated that it would be easy for something to get stuck in the line and she is not a professional in this sense but supports reimbursing Lorraine Tordiff.

Cr. Kikoak advised that she was recently involved in providing assurity on a legal matter. She advised that there was a lot of defined actions and expectations when you do insure that something will be covered. She agreed with Cr. Holtorf and feels that there is not enough information for her to make a sure decision. She worried about the precedence this would set. She would support an appeal but does not feel comfortable voting on this. Cr. Patel asked if she were to flush a diaper down the drain would it block the neighbor's services what would happen in that circumstance. Administration advised that each service is tide to an individual home, each service is tied to the main, and each service is small. The main lines are large and see greater flow. Typically, the only time you would see a blockage of the main is with failure of the line. If the diaper makes it through your service lines it will make it through the main.

<p>18-179 Moved By: Cr. Patel Seconded By: Cr. Dumont</p> <p>That Council direct Administration to enact Bylaw 697 and reimburse Lorraine Tordiff in the amount of \$6,404.25</p> <p>IN FAVOUR – CR. PATEL, CR. MCARTHUR, CR. BELL, CR. DUMONT ABSTAINED – CR. KIKOAK, CR. HOLTORF CARRIED</p>
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Briefing Note – Water and Sewer Infrastructure Replacement 2018 – Administration advised that Council was involved in the approval of the design. He advised that this briefing note is the result of putting the work out to tender. The amount along with the amount for the design contract pushes the overall amount of the project over the five-million-dollar budget. He advised that there should be some form of contingency costs. He advised that five-million-dollar project consists of three million seven hundred and fifty thousand in funding from the Federal Clean Water and Wastewater Fund (CWWF). This funding requires a one million two hundred and fifty-thousand-dollar contribution from the Town, resulting in a required contribution from the Town for one million seven hundred and fifty thousand dollars. He indicated that there are a few options; there are enough fund in the CPI budget to address the five hundred-thousand-dollar overage.

Cr. Holtorf asked what the limitations would include if the scope of work is reduced. Administration advised that the Town would be limited on what we can reduce as this is tender. He will have to find out the extent of what he can negotiate to get a lower price.

Cr. Patel asked if this project involves tearing up sidewalks and paving and if that can be tied in with other projects. Administration advised that was the intent of curb and gutter portion with this project. There is opportunity to tie in with downtown development.

Cr. Kikoak asked if the old water pipes are a health concern. Administration advised that not that he is aware of and that the need to replace them is due to age and wear. Cr. Kikoak asked for the percentage of cost to mitigate the valves versus resolving with changing the pipes.

18-180 Moved By: Cr. McArthur  
Seconded By: Cr. Patel

That Council approves the Capital budget for the Water and Sewer Infrastructure Replacement 2018 project be increased to \$5,500,000.00.

That the Water and Sewer Infrastructure Replacement 2018 contract be awarded to Rowe's Construction in the amount of \$4,763,834.00 plus GST.

CARRIED UNANIMOUSLY

#### H. **PROCLAMATIONS**

There were no proclamations.

#### I. **ABSENCE OF COUNCIL MEMBERS**





18-181 Moved By: Cr. McArthur  
Seconded By: Cr. Bell

That Cr. Dumont be excused from the Corporate Services Standing Committee Meeting on August 7, 2018.

IN FAVOUR – CR. PATEL, CR. MCARTHUR, CR. KIKOAK, CR. BELL, CR. HOLTORF  
ABSTAINED – CR. DUMONT  
CARRIED

18-182 Moved By: Cr. Patel  
Seconded By: Cr. Dumont

That Mayor Napier-Buckley and D/M Smith be excused from the Community and Municipal Services Standing Committee meeting on August 14, 2018.

CARRIED UNANIMOUSLY

18-183 Moved By: Cr. Patel  
Seconded By: Cr. McArthur

That Mayor Napier-Buckley and Cr. Tuckey be excused from the Regular Meeting of Council on August 21, 2018.

CARRIED UNANIMOUSLY

J. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – September 4, 2018 Cr. McArthur advised that he will be unable to attend the Corporate Services Standing Committee meeting.

Community and Municipal Services Standing Committee Meetings – September 11, 2018  
Council Meeting 09-18– September 18, 2018



K. **ADJOURNMENT**

18-184 Moved By: Cr. Dumont  
Seconded By: Cr. McArthur

That the meeting be adjourned at 9:28 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 18th day of September, 2018.

\_\_\_\_\_  
Mayor Lynn Napier-Buckley

\_\_\_\_\_  
Certified Correct by the  
Senior Administrative Officer Keith Morrison

L. **QUESTION PERIOD**

A question period was offered in accordance with policy.



Town of Fort Smith  
Corporate Services Committee  
Tuesday, September 4, 2018, at 7:00 pm

Chairperson: D/M Smith  
Members: Mayor Napier-Buckley, Cr. Holtorf, Cr. Patel, Cr. Tuckey  
Regrets: Cr. Kikoak, Cr. Bell, Cr. McArthur, Cr. Dumont  
Staff Present: Keith Morrison, Senior Administrative Officer; Jim Hood, Director  
of Corporate Services; Lisa-marie Pierrot, Executive Secretary  
Guests: Patti Haaima, Brad Brake

1. Call to Order

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

2. Review

a. Agenda –The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Patel**

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

**CARRIED UNANIMOUSLY**

b. Minutes – The minutes of August 7, 2018, were reviewed and have been adopted at the Council meeting of August 21, 2018. Cr. Holtorf asked what the next steps are after property's are displayed and advertised for having tax arrears. Administration advised that if there is no response received after a set date then the properties are advertised for sale. The Director of Corporate Services advised that once the property taxes are published, anyone with a registered interest are notified in writing that collection action has begun. At that point the lean holder has an opportunity to address by resolving the arrears. Once the deadline has passed there would be a tax sale and the lawyers have to make sure the property is still in arrears to be eligible for public auction. There are a number of steps which are complicated which has led the Town to obtain legal representation.

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

d. Strategic Plan – The Strategic Plan was reviewed.

3. Governance

a. Council Priorities

- i. Aurora College Program Review – Mayor Napier Buckley advised that the next step is to meet with the Premier and the Minister of Education Culture and Employment. She advised that someone has been hired to do communications but from the feedback received in Yellowknife the scope of work for the communication position needs to be reviewed. She advised that this needs to be discussed with the committee.
- ii. Road to Garden River – Cr. Holtorf asked if Council would like to entertain a motion to encourage the next Council to continue with this initiative and support those that require the Town of Fort Smith’s support. Mayor Napier Buckley advised that at this point the lead for the road is in the hands of the Mikisew Cree and that we have certainly shown our support as a community, but we can look at what they would require from us moving forward. Cr. Holtorf thinks that would be good with new council would as there may be a gap of knowledge and time. Cr. Patel asked if the those in the lead on this road are lobbying the government for funding. Mayor Napier-Buckley advised that she was unsure where they are in the process but get that information.
- iii. Youth Crime – Mayor Napier-Buckley advised that she has met with Sergeant Gilbert in regard to the more recent crimes in the community. She indicated that this is frustrating for both community members and the RCMP. She advised that as a result of the meeting they are looking into completing a community victim impact statement for those youth that are continuously causing trouble in the community.
- iv. Daycare – Mayor Napier-Buckley advised that YWCA is working to move the modular home into Fort Smith for the Daycare Centre before the closing of the construction of the Hay River Bridge begins.

4. Finance

- a. Accounts Paid List Part I– The Accounts Paid List Part I was reviewed.  
**RECOMMENDATION**  
**Moved by: Cr. Tuckey**  
**Seconded by: Cr. Holtorf**  
**That the Accounts Paid List Part I for the period ending August 31, 2018, totaling \$452,690.31 be approved.**  
**CARRIED UNANIMOUSLY**
- b. Accounts Paid List Part II – The Accounts Paid List Part II was reviewed.  
**RECOMMENDATION**  
**Moved by: Cr. Holtorf**  
**Seconded by: Cr. Patel**

**That the Accounts Paid List Part II for the period ending August 31, 2018, totaling \$670.95 be approved.  
CARRIED UNANIMOUSLY**

5. Administration

- a. Briefing Note Fort Smith Music Society Donation Request – The briefing note was reviewed. Administration advised that there is a stage request from the music society. He advised that he had been working with the Music Society with the intention to help them in growing into reestablishing the South Slave Friendship Festival. He indicated that this group started as a small society with local musicians who would be the ideal group to work with to reestablish the South Slave Friendship Festival. They have been holding outdoor concerts in the spring and the fall. We have been working with them by offering in-kind support by providing the stage. Unfortunately, we have not seen the growth that we have wished to accomplish, they still continue to be private parties offered through a fee at the door and continue to remain small events. He has been unsuccessful in achieving these goals with the Music Society. Their events are not community events. The South Slave Friendship Festival has now returned. A request was made for the Music Society to move their event to accommodate a college event and if they could provide musicians, they couldn't move their event. They could not provide performers. At this point we feel that this is not the relationship that we had hoped to build. He indicated that if Council wishes to continue to support the Music Society this request can be done through a donation. He has advised that he has offered funds from the friendship festival budget and has been advised that the Music Society does not require the funds. He doesn't see they need for the donation.

Cr. Tuckey advised that this was a concern right from the start that we wanted more community support. It is disappointing because if you added up the amount of times we did give them in kind staging and not be provided anything in return. She does not support this donation out of the donation budget. D/M Smith asked if for clarification on the cost for setting up. Administration advised that it depends on timing of the event and if the stage has to be done over the weekend or after regular working hours.

Mayor Napier-Buckley asked if the Music Society decides that they are able to pay would it possible for them to still do the event without in-kind services. Administration advised that the stage is being provided regardless whether it is donated, or they pay the fee. Cr. Holtorf appreciates the back-ground information and supports the decision to not provide the in-kind services or donation of the stage. Administration advised that once he receives direction from Council he can meet with the Music Society. Cr. Holtorf indicated that if this request was done through the donation budget according to the policy they would not qualify for a

donation. D/M Smith advised that the direction to Administration is that the stage be provided as a rental agreement.

- b. Briefing Note College Block Party – The briefing note was reviewed. Administration advised that this is an information note and no direction is required. We have been hearing loud and clear to welcome college students. What we are looking at now is having a fall block party which will continue as an annual event. This will be happening in the Recreation Centre parking lot as there would be too much strain on residents to host this on a particular street. The intent is to create a strong sense of community. We have been working with student services at the Aurora College and is fully on board. The College is planning a welcome week for students with the block party concluding all the events to welcome students to the community. There are number of events in September which will contribute to the welcoming of students which include the UNW BBQ, Private Stock, Art in the Park, Desnede Farmers market, volleyball, and a number of workshops at the Northern Life Museum. The block party will include live music, a BBQ, pool party, street hockey, beach volleyball, horseshoe pits, parents and tots, and a bouncy castle. He advised that invitations have been extended out to businesses for tables to set up as vendors and providing information to new students. The parking lot will be closed to traffic. He advised that he has to check with Fields and PWK as there lots may be required for extra parking. He advised that he will be looking for sponsors as this is an unbudgeted event. Cr. Patel thinks this is an excellent initiative and very well planned. She advised that she is available to help out. She asked if more funds are required for this event where would the funds come from. Administration advised that there are a few options which include expensing this to the public relations budget or the friendship festival budget.
  
- c. Briefing Note Fort Smith Metis Council Petition – The briefing note was reviewed. Administration advised that this is just an update. He advised that to obtain the cost to residents is impossible as there are too many variables to consider. We can't truly quantify this cost because it depends on people. He advised that other jurisdictions have done this through a petition which is an option for the Town to do to see if public wants to change name. He advised that the CTV act requires 80% of voters to vote in favour. To do this he would require direction from Council. Cr. Patel supports what the Fort Smith Metis brought forward. She thinks it would be in good faith for the Town to work with the Fort Smith Metis. She thinks Council should move forward with a joint response and get suggestions on renaming the street. Cr. Tuckey agreed with Cr. Patel. Cr. Holtorf appreciates the back-ground information. He asked what those directly affected mean and who would be allowed to vote. Administration advised that in the context local improvement initiative, only those residents benefit from those initiatives and other residents don't have to pay for it, so it's done like a local home improvement. Therefore, only those living on McDougal Road would be affected and be able to vote. He

advised this if this issue is addressed through the petitions in the CTV, he would have to check into the legality of doing a petition. Cr. Holtorf wondered if this is something that can be voted on with the municipal elections. Administration advised that question on a ballot may not have any specific requirements. D/M Smith asked if there has been any further discussion with the Fort Smith Metis Council on cost. Administration indicated that he is reporting to Council on getting more direction. Cr. Holtorf thinks that the Fort Smith Metis be provided a verbal update. We have had this for over a year now and he wants to make sure they know Council is not just sitting on it. Mayor Napier-Buckley advised that she can update the Fort Smith Metis Council on the progress. Cr. Holtorf asked how do we go about getting another name. D/M Smith indicated that Council will definitely have to seek community input on that issue. Cr. Patel asked where we normally choose street names from. Mayor Napier-Buckley advised that the names for Westgrove were chosen in the 70s and that is a decision from Council.

- d. Briefing Note 2017/18 Accountability Framework Report – The briefing note was reviewed. Administration advised that this is an annual task that is an outcome from gas tax and CPI funding. He indicated that the federal government wants to ensure that actions with the gas tax funding is consequential and not random therefore they implemented this reporting requirement for CPI and gas tax funds. The accountability framework is a questionnaire that judges the health of the community. He indicated that the GNWT is responsible to the federal government and we report this to GNWT. The document is presented to Council and requires a motion for approval for submission to the GNWT. Mayor Napier-Buckley asked if the emergency plan membership list is updated annually. Mayor Napier-Buckley indicated that under effective sports and budget planning the if that was done; it indicates that it wasn't, she asked for clarification on that. Administration interpreted the question in the sense that the recreation plans required budget information and the Town's recreation plan is about programming and does not include budget information. Cr. Holtorf brought attention to the fire department and that we are provided with the resources to provide this service. He asked what level of services that the community has chosen to provide, what is meant by 2-3-4. Administration advised that is level one being defensive fire fighting and 2-3-4 that is offensive.

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Holtorf**

**That Council approve the 2017-2018 Accountability Framework Report as presented.**

**CARRIED UNANIMOUSLY**

Administration advised that nominations for the 2018 municipal elections has opened today and we have not set a date for advanced vote. Elections are on October 15, 2018. We are hoping to bring Council a three-year budget for review.

He advised that the level of services increase request has been implemented and lots of staffing being advertised. We have been able to hire two early childhood workers. We are working on getting employee cards out and trying to get information on having discounts associated with the staff cards. He advised that the bylaw review committee met and is working to get answers for the policy's and bylaws that were forwarded to them. The bylaw review committee has forwarded the Healthy Food policy to RAB. He advised that he is working to increase the budget for parks and play grounds and will be providing information. He advised that he will be traveling to LGANT conference in October. He advised that the Protective Services Supervisor did not start today. The bylaw officer is in front of the schools enforcing speeding limits. Cr. Patel asked if Administration intended to do a call out for people to review council pay and honoraria. D/M Smith indicate that there was no formal direction given Administration. Cr. Patel would like that an extra amount to be put for those that have dependents be added in the discussion for those reviewing the wages. D/M Smith advised that a motion has to come from Council on this issue. Administration advised that there is a requirement for every Council term to review rates of pay. We did bring rates of pay before the bylaw committee who decided that it does not need to be reviewed. Cr. Tuckey would like to see that a group formed of public members, review honoraria for Mayor and Council and hours of work. She would like to see a neutral group that would be objective. She indicated that when the review committee reviewed this in the beginning of the term they had no perspective. She indicated that the mayor should also have more hours. Cr. Patel understands that the committee is made up of public and would like to ensure that the selected members are not running for next municipal election. Cr. Holtorf thinks it is important that it be examined what is being done to bring encouragement for women. He thinks that research could be brought to this committee on those concerns.

#### **RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Holtorf**

**That Council direct Administration to look at getting a group for public members to review Council and Mayor's honoraria and hours of work.**

**CARRIED UNANIMOUSLY**

#### 6. Other Business

- a. Correspondence – The August, 2018 correspondence was reviewed. Administration advised that there is a request for a four way stop that was emailed to Council. D/M Smith asked if there was already a briefing note provided on this request. Administration indicated that this is the third request. Cr. Holtorf asked if there should be a briefing note. He indicated that we don't do education and we should be taking direction from Administration from what others are doing. He would like more factual information to make a decision on this. Mayor Napier-Buckley indicated that the Town does not have a policy on adding stop signs and is not included in the traffic bylaw. There was some discussion earlier about distracted driving and asked if this would be easier to decide on if there is a review of that bylaw and include a process for adding stop signs.



Administration thinks that the process be a holistic one, by adding all speed limits and stop signs and to the traffic bylaw. He indicated that until the process is reviewed the current process to put in four way stops is the direction of Council. Mayor Napier-Buckley indicated that the two stop signs that have been approved were recognized by the community as being a hazard. Mayor Napier-Buckley asked if we can have the Bylaw Officer sit there to do some warnings and collect data. Administration advised that is possible. Cr. Patel thinks it is a great idea to have a plan. She doesn't think the Towns resources be put towards having a consultant write that plan. Cr. Holtorf asked if there is any sidewalks in a lot of these areas. Mayor Napier-Buckley advised that there was a sign on McDougal Road and that it is possible to add crosswalk signs if pedestrians are a concern. Administration indicated that with no criteria it's up to Council on what you think is the best solution.

b. Licensing Report – The August 2018 licensing report was reviewed.

c. In-Camera Session – *CTV Act S.23(3)(c) Personnel Issue*

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Tuckey**

**That Council move in-camera at 8:22 pm to discuss a personnel issue in accordance with Section 23(3)(c) of the Cities, Towns and Villages Act.**

**CARRIED UNANIMOUSLY**

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Tuckey**

**That Council move out of in-camera at 9:17 pm.**

**CARRIED UNANIMOUSLY**

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Holtorf**

**That Council approve the Senior Administrative Officer's performance appraisal as amended.**

**CARRIED UNANIMOUSLY**

7. Excusing of Councillors

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Patel**

**That Cr. Kikoak, Cr. Dumont, Cr. Bell, and Cr. McArthur be excused from the Corporate Services Standing Committee meeting of September 4, 2018.**

**CARRIED UNANIMOUSLY**

8. Date of Next Meeting

The next meeting of the Corporate Services Standing Committee will be October 2, 2018.

9. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Holtorf**

**That the meeting be adjourned at 9:20 pm.**

**CARRIED UNANIMOUSLY**



TOWN OF FORT SMITH  
ACCOUNTS PAID LIST PART 1  
FOR THE PERIOD ENDING August 31, 2018

CHQ #	SUPPLIER	DESCRIPTION	AMOUNT	DEPT.
34053	Customer	Refund dental expenses	\$ 2,161.16	AD
34054	Employee	Training, parks and sports fields July 17-20, 2018	\$ 426.40	FM
34055	Employee	Training, parks and sports fields July 17-20, 2018	\$ 434.05	FM
34056	Seton	Safety supplies	\$ 357.47	RCC
34057	Grimshaw Trucking	Freight	\$ 1,102.41	PW
34058	Paul Kaesers Stores Ltd	Materials and supplies	\$ 416.56	Multiple
34059	Lou's Small Engines	Materials and supplies	\$ 800.03	FM
34060	Pitney Bowes	Postage meter lease	\$ 1,757.56	AD
34061	Wally's Drugs	First aid supplies	\$ 50.54	RCC
34062	Town of Fort Smith	Water bills	\$ 822.06	Multiple
34063	Freund Building Supplies	Materials and supplies	\$ 63.11	RCC
34064	Xerox Canada Ltd	Copier usage	\$ 609.40	AD
34065	Receiver General	Payroll deductions (TAX, CPP, UIC) [R]	\$ 43,094.47	
34066	Employee	Business market & trade ready course July 23, 2018	\$ 221.85	AD
34067	Northwestern Air Lease	Freight	\$ 82.15	WTP
34068	Xylem Canada Company	Relay start	\$ 116.80	WTP
34069	Fort Smith Animal Society	Reimbursement-euthanasia fees	\$ 456.75	AD
34070	Globalstar Canada Satellite Co.	Satellite phone	\$ 94.40	FD
34071	GNWT-Health & Social Services	Marriage license fees for July 2018	\$ 32.50	AD
34072	Terry's Carpentry Service	Rent for 26 York Crescent - Ambulance Bay	\$ 2,520.00	AD
34073	TDC Contracting Ltd	Fuel, gas, cylinder rental	\$ 6,597.13	Multiple
34074	SEE ACCT'S PAID LIST II			
34075	Maskwa Engineering Ltd	2018 ground water monitoring at landfill	\$ 2,816.27	FM
34076	Customer	Refund of pool and bouncy castle	\$ 192.00	RCC
34077	Rapid Petroleum Products	Gas	\$ 2,334.08	Multiple
34078	ACom Canada Limited	Fort Smith water and sewer project number 60568790	\$ 23,615.56	AD
34079	Infosat Communications	Satellite phone	\$ 169.22	AD
34080	Arctech Computers Inc	Various requests, trouble shoot Jim's computer, setup new en	\$ 945.00	AD
34081	McLennan Ross	Legal fees	\$ 2,311.05	AD
34082	Office Solutions	Office supplies	\$ 69.17	RCC
34083	GNWT-Lands Dept	Application fee for lease of land and lot	\$ 250.00	AD
34084	Customer	Refund for bouncy castle rental	\$ 75.00	RCC
34085	Debbie's Sewing	Uniform patches-bylaw	\$ 168.00	BYL
34086	Customer	Refund of yoga pass, classes were cancelled	\$ 57.00	RCC
34087	South Slave Friendship Festival	Donation to South Slave Friendship Festival	\$ 1,250.00	AD
34088	BMO Mastercard	Jim Hood statement	\$ 1,321.99	Multiple
		\$1314.09 Bell cell phone bill		
		\$7.90 Interest purchases		
34089	BMO Mastercard	Cynthia White statement	\$ 803.64	Multiple
		\$395.00 University of Calgary course		
		\$74.76 Photocopier parts		
		\$-53.55 overpaid purchase, credit being applied on card		
		\$27.17 AWG merchandise		
		\$50.40 Program supplies		
		\$309.86 SiriusXM		
34090	BMO Mastercard	Keith Morrison statement	\$ 157.89	Multiple
		\$25.89 Bylaw postage-return boots for ashley		
		18.89 Freight for bylaw PPE		
		\$87.10 SDAB meeting July 5, 2018		
		\$26.01 Interest purchases		
34091	Employee	Radar training in Calgary August 20-23, 2018	\$ 416.75	BYL
34092	GNWT	Land Lease L-15608T, L-9674T	\$ 1,200.00	AD
	Payroll	August 3, 2018 pay period	\$ 116,415.78	
		August 17, 2018 pay period	\$ 109,721.74	
		August 31, 2018 pay period	\$ 126,183.37	
			<u>\$ 452,690.31</u>	



TOWN OF FORT SMITH  
ACCOUNTS PAID LIST PART 2  
FOR THE PERIOD ENDING August 31, 2018

CHQ #	SUPPLIER	DESCRIPTION	AMOUNT
34074	Aurora TPI Travel	Credit, travel to Hay River training July 17-20, 2018	\$ 670.95
		TOTAL	<u>\$ 670.95</u>

DEPT.

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Multiple



Town of Fort Smith  
Community Services Committee  
Tuesday, September 11, 2018, at 7:00 pm

Chairperson: Cr. Tuckey  
Members Present: Cr. Dumont, Cr. Bell, Cr. Patel, Cr. Kikoak, D/M Smith, Cr. Holtorf, Cr. McArthur  
Regrets : Mayor Napier-Buckley  
Staff Present: Keith Morrison, Senior Administrative Officer; Cynthia White, Director of Community Services; Paul Kaeser, Director of Municipal Services; Lisa-marie Pierrot, Executive Secretary  
Guests: Brad Brake, Patti Haima, Keith Hartery

1. Call to Order

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

2. Review

a. Agenda – The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. McArthur**

**Seconded by: Cr. Patel**

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

**CARRIED UNANIMOUSLY**

b. Minutes – The minutes of August 14, 2018, were reviewed and have been adopted at the Council meeting of August 21, 2018.

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

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

3. Recreation

a. Recreation Services

i. Recreation Statistics – The August 2018 recreation statistics report was reviewed. The Director of Community Services advised that there are not many changes. She advised that the party room has been included in the statistics and that the space is typically used for meetings and parties. She advised that the youth drop in program is not being compared to anything as it was not offered in previous years but continues to be a successful program. The program that is being offered to the Health and Social Services Post-Partum group continues to be successful and will continue the program into the fall. The Day Camp program was successful with many in attendance.

- ii. Pool Statistics – The August 2018 pool statistics report was reviewed. The Director of Community Service advised that the statistic numbers are low as the pool was closed for the last week and half of August. Cr. Bell asked when swimming lessons will start. The Director of Community Services advised that registration will open soon and anticipates that the program will start in late September. Cr. Holtorf indicated that there were concerns of a decrease in recreation revenues when the second quarter variance and asked if the reasons for the decline has been identified. Administration advised that is still underway and is working to identify those issues.

4. Library

a. Library Services

- i. Library Statistics – The August 2018 library statistics report was reviewed. The Director of Community Services advised that there were high use of the library during the summer months. She advised that the Library gets quite a few students that come during the day to use the computers and will stay for a good portion of the day. There is low story time statistics as the program provider was away and the long weekend resulted in the program being cancelled. Cr. Kikoak suggested that the login page for the computers at the library include town advertisements as the usage of the computers is high.

5. Administration

- a. Briefing Note Fort Smith Music Society Donation Request – The briefing note was reviewed. Administration advised that this was originally brought to Corporate Services Standing Committee meeting. He advised that the Private Stock event will not be happening this year and is requesting the budget be reallocated to the block party event. The Director of Community Services advised that she is still working to fill in that music society slot. The Music Society would like to provide musicians for free but is a struggle as equipment is expensive. This would be beneficial to enticing funding to provide the event.  
Cr. Kikoak declared a conflict of interest.

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: D/M Smith**

**That \$1,250.00 from the Music Festival funding be allocated to the College Block Party for this year.**

**IN FAVOUR – D/M SMITH, CR. PATEL, CR. BELL, CR. DUMONT, CR. MCARTHUR, CR. HOLTORF**

**ABSTAINED – CR. KIKOAK**

**CARRIED**

- b. Briefing Note Playground Equipment Purchase Plan – The briefing note was reviewed. Administration advised that there is \$30,000 in the budget for playground and equipment and has been there every year. He advised that now we have an opportunity to purchase a number of sets of equipment and achieve a number of factors such as discount, shipping, and economies of scale. The installation is being done by a specialist. He advised that Parks Canada is looking at purchasing parks equipment from the same vendor and we will be working with them to purchase bulk. He advised he will be sole sourcing the equipment and that all the equipment will be purchased from Blue Imp Equipment. He advised that he will be sole sourcing through Blue Imp equipment for many reasons including the good quality equipment, the stability of the business and that they don't sell through distributors.

Cr. Holtorf asked if there is a possibility to reallocate funds from the track and field budget to fund this project as there were no upgrades made to the track and field. Administration advised that this is all money that needs to be spent whether it has to come from reserves. He indicated that it is up to Council to decide. He highlighted that Council did receive recommendations from RAB on upgrading the Track and Field. D/M Smith asked if there are particular parks that the equipment is intended for. Administration advised that the parks on Caribous Crescent, Timber Crescent and Walter's Court are where they intend to install the equipment. He advised that all three parks are unnamed and that he is also looking to obtain sponsorship. D/M Smith indicated that in his nine years of Council, he never spent any money on parks. He indicated that in the past the Town has partnered with MACA to help offset cost. Cr. McArthur asked if kid city is in good condition and if any equipment require replacement. Administration advised that he is acting on the recommendation on Parks and Playgrounds that was provided by RAB. Cr. Bell supports the initiative on these parks and suggested that the park on St. Ann's Street be considered. Administration advised that he is consulting with housing and hopes they could respond in time. Cr. Kikoak would like to say she appreciates the partnering that was done on this project. She would like more information on what features were considered when identifying this equipment. The Director of Community Services looked for equipment to accommodate children between the ages of 2 and 12 years old as that is the age group that seems to use the park. Cr. Holtorf asked if a judgement has been made on the audience that uses that park. Administration advised that a lot of information is dictated and going by what was there before. The Director of Community Services indicated that we want to make sure that we get a structure that is cost effective and maximizes the age groups. Cr. Kikoak indicated that in the options provided there is only one structure that has a monkey bar feature. She advised that the monkey bars is a popular feature and requested more options of equipment with a monkey bar feature. Administration advised that we can look at what we based our decisions on and provide more information on that. Cr. Kikoak would



appreciate that and if there was an option for children to swing they would like that.

**RECOMMENDATION**

**Moved by: Cr. Dumont**

**Seconded by: Cr. Bell**

**That Council approve an increase in the capital budget for Parks and Playgrounds from \$30,000.00 to \$90,000.00, the equivalent of three years of spending.**

**CARRIED UNANIMOUSLY**

6. Other Business

- a. Aurora College Foundational Review – Cr. Holtorf would like to get some idea on the status of the NWT Post-Secondary Education Committee. She indicated that the structure of the committee will need to be reviewed as with new Council is elected all the members of the committee would change. He suggested that someone be appointed to ensure the smooth transition of the committee to new Council and that the focus of the committee remains the same. Administration can't speak the existence of the committee. That is an issue that is front of mind for incoming council. He advised that there is a communications piece is being authored for editing to be sent out in mail drop. The document is being written that focuses the lobbying. The Mayor is working to get a lobbying person working in Yellowknife. There was a new understanding from Mayor and Deputy Mayor identified from the Standing Committee meeting. He indicated that the next action point is meeting with the Premier. He advised that we have been pushing that agenda to have that meeting with the Premier and hopes to have lobbying done prior to the meeting. Cr. Holtorf asked if a person been hired for the communicating officer position. Administration advised that the Mayor was working on that. Cr. Holtorf asked if there is timeframe on producing a newsletter. Administration advised that the work was done last week and hoping to have that done by the end of the week. Cr. Kikoak asked if Katherine Nairne is the Author for the communications document. Administration advised that someone well versed on this issue would be beneficial and confirmed that the same consultant has been hired to produce this document. The legislative is convinced that there will be a University and we need to reposition the document that doesn't challenge the foundational review but identifies the reasons why we should have the university in Fort Smith. D/M Smith indicated that the announcement last week of new deputy minister caught everyone off guard. GNWT views this as a new position and not eliminating a position. ECE advertises that no decisions have been made but yet they have been taken one of the recommendations and created this deputy minister position and basing it in Yellowknife. He didn't think the standing committee could sway the ECE minister on away from creating this university and but could change Fort Smith from becoming a trades school. He advised that he was away and has not had a chance to update with the Mayor. He indicated that we need to be apart of the solution.

7. Excusing of Councillors  
**RECOMMENDATION**  
**Moved by: Cr. Dumont**  
**Seconded by: Cr. Patel**  
**That Mayor Napier-Buckley be excused from Community Services Meeting on September 11, 2018.**  
**CARRIED UNANIMOUSLY**
  
8. Date of Next Meeting  
The next meeting of the Community Services Standing Committee meeting will be held on October 9, 2018.
  
9. Adjournment  
**RECOMMENDATION**  
**Moved by: Cr. Patel**  
**Seconded by: Cr. Bell**  
**That the meeting be adjourned at 7:43 p.m.**  
**CARRIED UNANIMOUSLY**



Town of Fort Smith  
Municipal Services Committee Meeting  
Tuesday, September 11, 2018 at 8:15 pm.

Chairperson: Cr. Dumont  
Members Present: Cr. Bell, Cr. Kikoak, Cr. Tuckey, Cr. Patel, D/M Smith, Cr. McArthur, Cr. Holtorf  
Regrets: Mayor Napier-Buckley  
Staff Present: Keith Morrison, Senior Administrative Officer; Paul Kaeser, Director of Municipal Services; Cynthia White, Director of Community Services; Lisa-marie Pierrot, Executive Secretary  
Guest: Brad Brake, Patti Haima, Keith Hartery

1. Call to Order

Cr. Dumont called the meeting to order at 7:43 pm.

2. Review

a. Agenda – The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Kikoak**

**Seconded by: Cr. Tuckey**

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

**CARRIED UNANIMOUSLY**

b. Minutes – The minutes of August 14, 2018, were reviewed and were adopted at the Council meeting of August 21, 2018.

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

d. 2018 Capital Plan – The Capital Plan was reviewed. Administration advised that the clean water and waste water fund project may start as soon as this weekend as he is just waiting for the schedule from Rowe's construction. The project will include putting in boundary control valves as they are old. He advised that the water does not have to be shut off. He indicated that the cemetery expansion has commenced and that the area has been leveled and seeded. There is a fence there that is a snow fence. He advised that the snowboard contractor will be coming into the community and working to open up an additional toboggan hill. He advised that there was mowing around landslide completed. He advised that fire abatement will be happening. Cr. McArthur asked if an individual person can approach the Town to do fire abatement and clean up for fire. Administration advised that residents are advised that they unable to cut down tree for fire but if it falls they can take it. The Town works in conjunction with MACA on commissioners land and are able to provide permits for fire abatement on commissioners land.

3. Protective Services

a. Fire Department

i. Statistics Report – The August and July 2018 statistics reports were reviewed. Administration advised that there are two months of statistics provided. The ambulance statistics officer has gone back to school. He advised that the new Protective Services Supervisor will be starting in October. There were many fire alarms with liberty alarms installing alarm systems in the community. There was a side by side on fire. He advised that there will be a meeting on agreements with MACA as the Road into the park is gravel making it hard on the fire truck to respond.

- b. Bylaw Department
  - i. Bylaw Statistics Report – The August 2018, statistics report was reviewed. Administration advised that the Bylaw Officer has been busy in the last week. She encountered some situations where she required police assistance with apprehending dogs. We have been working with the RCMP to ensure the Bylaw Officer is safe in her duty's. D/M Smith asked if there has been any movement with the initiative for ground ambulance. Administration advised that the next step in that process, will be a phone interview with the consultant, and that they have been working on next steps. The new officer will be there to work on that. Cr. Holtorf asked if we have any agreement with territorial transportation to provide fire services to the airport. Administration advised not that he is aware of. Since the airport transferred to GNWT we are expected to respond in case of emergency as they are within the municipal boundary. D/M Smith advised that charters coming in for AWG were not approved unless the airport was serviced with emergency services.

#### 4. Administration

- a. Briefing Note Allocation of Funds – The briefing note was reviewed. Administration advised that dumpsters have not been purchased in quite some time. He advised that the cost can't be expensed under the O&M funding. There are also new buildings that have been built and require dumpsters which we don't have any additional dumpsters for. There was a budget for waste metals which will not happen this year. Cr. Holtorf asked for clarification on the metals and if that includes washers and dryers. Administration advised that the landfill is a segregated landfill. He advised that white metals are washer and dryers. He advised that the metal builds up at the landfill until someone comes and takes it away. If it doesn't fill, then the waste sits there until it does fill up and is worth someone coming to remove it. Cr. Holtorf asked if there is a supplier in the north that could make these dumpsters. Administration advised that Kingland Ford will be supplying these dumpsters. D/M Smith asked if the design of the dumpsters has been developed in accordance with the proposed waste management plan. Administration advises that this an immediate response for buildings in need of dumpsters and that the design has been developed to consider the waste management plan.

#### **RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. McArthur**

**That Council approve \$25,000.00 in Landfill Minor Capital that is used for the removal of metals from the Landfill be reallocated for the purchase of new dumpster bins.**

**CARRIED UNANIMOUSLY**

- b. Briefing Note Request for Four-Way at Intersection – The briefing note was reviewed. Administration advised that a complaint letter was received requesting a four way be placed at the intersection of Field and Calder. He advised that currently Field Street gets stopped and that there is no traffic control on Calder Ave. He indicated that Calder Ave is the second busiest street in town. He advised that there are a number of four ways on Calder Ave. There is also a cross walk on Calder Ave which has no stop sign. He advised that the Bylaw Officer did complete an ad hoc overview of the cross walk. She found that most people choose to walk along Field street. He requested direction from Mayor and Council. D/M Smith indicated that the previous Council meeting the decision was made in the absence of a traffic plan. He indicated that there was a low level of analysis. He highlighted that what we are experiencing is residents bringing concerns and decisions are made based on those concerns. He would like responses to those concerns but thinks the best way to address this is to hire a consultant to analyze the traffic. We need comprehensive policy to guide this as there are other ways to calm traffic. Administration indicated that if

Council wishes to develop a plan, he can budget for a policy to be drafted. He indicated that there is a concern from a resident before Council, it may be a valuable concern but there is no data to informatively decide on this issue. He thinks it would be beneficial to have a policy to address this issue and future ones as well. Cr. McArthur supports lowering the speed limits to slow traffic. He would like signs installed where there are cross walks as drivers don't stop at the cross walk near Grand Detour. He suggested putting color on the pavement. Cr. Patel thinks its not worth getting a consultant to develop a plan and suggested that the plan be reviewed every six months. She advised that other towns have metal plated crosswalks. Cr. Kikoak suggested that if the Bylaw Officer set up the speed gun at the intersection and cross walk and issued tickets that could slow traffic. Administration indicated that with the new officer we are expanding the scope of traffic control to be everywhere in town not only focusing on the school zones. He will be working with the new officer to be more creative and find mechanisms to go about that. Cr. Holtorf advised that he interprets the briefing note as there is not a need for a four way at that intersection and recommends that the request be declined.

Administration – Administration advised that a request has been received from the South Slave Divisional Education Council to appoint new members as the current DEA council's term will be ending shortly. Administration asked if Council would like a briefing note for this request or if this should be left for new Council. Cr. McArthur asked if this is done now, would their term end at the end of this year. Administration advised that we appoint members of the public and would exist for the three-year term. Cr. Kikoak asked when does this Council stop. Administration advised that new Council starts at the beginning of November, but election is on October 15, 2018. He added that Council's ability is limited for last bit of the term.

5. Excusing of Councillors

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Bell**

**That Mayor Napier-Buckley be excused from the Municipal Services Standing Committee Meeting on September 11, 2018.**

**CARRIED UNANIMOUSLY**

6. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on October 9, 2018.

7. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. McArthur**

**That the meeting be adjourned at 8:20 pm.**

**CARRIED UNANIMOUSLY**



## BRIEFING NOTE

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To: Community Services Standing Committee  
Date: September 13, 2018  
Subject: DEA Nominations – Town of Fort Smith Appointments

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### **Purpose:**

To select three members of the community to sit on the Fort Smith District Education Authority (DEA).

### **Background:**

The DEA is made up of nine members of whom three are nominated by the Town of Fort Smith. The term of office is for a three-year period. Current board members are Paula MacDonald, Laura Aubrey, and Ann Pischinger. Their terms will expire in November, 2018.

The Town received a DEA Board Member Nomination request letter on September 6, 2018 (attached). The process followed by Mayor and Council when the Town last appointed DEA board members in 2015 was as follows:

On September 28, 2015, the Town had a received a letter from the DEA requesting reappointment of the three current board members.

At the October 6, 2015, Corporate Services meeting Council agreed to do a call for expressions of interests from the community to sit on the board.

On October 9, 2015, a call for expressions of interest was released with a deadline to submit of November 5, 2015.

On November 17, 2015, at a Regular Council Meeting, Paula MacDonald, Laura Aubrey, and Ann Pischinger were appointed.

### **Analysis:**

Paula MacDonald and Laura Aubrey have requested reappointment to the DEA.

### **Recommendation:**

Seeking Council direction.



**FORT SMITH DISTRICT EDUCATION AUTHORITY**  
**FORT SMITH, NORTHWEST TERRITORIES**



September 6, 2018

Mayor Buckley  
Town of Fort Smith  
Box 147  
Fort Smith NT X0E 0P0

Dear Mayor Buckley:

**DEA BOARD MEMBER NOMINATION**

The Fort Smith District Education Authority (FSDEA) is comprised of nine members of whom three are nominated from the Town of Fort Smith. The term of office is for three years. The present board is in its third year and terms will expire in November 2018.

The FSDEA requests that you appoint three candidates to fill the seats on our board, please do this in advance of the terms expiring so that we may continue to meet as a board without interruption. You may choose to nominate the same board members or designate new appointees.

Sincerely,

Crystal Villebrun  
Chairperson

*copy to Mayor  
& SPA*