
















Town of Fort Smith
Town Council Meeting
Agenda

April 17, 2018, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations a. RCMP Delegation	 RCMP Police Report
D. Approval of Council Minutes a. Council Minutes	 Council Minutes March 13, 2018
E. Business Arising from the Minutes	
F. Declaration of Financial Interest	
G. Council Business	
a. Introduction and Consideration of Committee Reports i. Corporate Services ii. Accounts Paid Part I iii. Accounts Paid Part II iv. Community Services v. Municipal Services	   Corporate Services Accounts Paid Part I Accounts Paid Part II Minutes April 10, 20   Community Services Municipal Services Minutes April 10, 20 Minutes April 10, 20
b. Enactment of Bylaws and Policies a. Bylaw 989 2018 Mill Rate Bylaw	 Bylaw 989 2018 Mill Rate Bylaw
c. Appointments	
d. Mayor and Council	
e. Administration a. Canadian Federation of Municipalities – AGM b. AWG Staff Recognition c. Briefing Note – ATM d. Briefing Note – Spring Clean-up e. Briefing Note – Fort Smith Music Society f. Briefing Note – Wayne Keefe DPA-008-18	   BN - ATM BN - Spring Clean up BN - Fort Smith Music Society  BN - Wayne Keefe DPA-008-18
H. Proclamations a. Daffodil Proclamation	 Proclamation Request Letter
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 04-18
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF APRIL AND THE
FOURTH FOR THE YEAR 2018**

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

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

GALLERY: Sgt. Jesse Gilbert, Patti Haaima

Meeting 04-18
April 17, 2018

7:00 PM
Council Chambers

A. CALL TO ORDER & CONFIRMATION OF QUORUM

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

B. APPROVAL OF AGENDA

18-077 Moved by: Cr. Patel
 Seconded by: Cr. Dumont

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

C. PRESENTATIONS

a. RCMP Delegation

- i. Police Report – The RCMP Police Report for March 2018 was reviewed. Sgt. Gilbert presented the police report. He indicated that the RCMP presence through the AWG was good and that all members were advised to be out in the community. He advised that there were five calls during the week of the AWG which was better than a normal week. He advised that as a result of the proactive traffic stops initiative, there have been two charges laid for impaired driving. He indicated that the members have been completing home checks on the youth that are on curfew conditions. As a result, they were able to breach two of the youth and send them to the Remand Centre. He indicated that progress is being made on the COP Program. He added that first steps is to provide the Town with a press release. There will also be a presence at the Thebacha Show to recruit members and depending on the review of certain bylaws he anticipates the program to start in September. Cr. McArthur was excited to learn of the low number of calls during the AWG and the RCMP's efforts to complete curfew checks. He commended Sgt. Gilbert on his efforts. Cr. Holtorf asked what does YCJA stand for in the police report. Sgt. Gilbert advised that YCJA stands for the Youth Criminal Justice Act which regulates youth justice. Cr. Holtorf asked what does ODGA stand for in the police report. Sgt. Gilbert advised that applies only in Ontario and to male offenders. Cr. Holtorf asked what is indicated in the victim declined related to victim services unit referrals. Sgt. Gilbert advised that if you are a victim of a crime you are offered victim services and can be referred to the victim services officer. Cr. Bell asked in relation to the proactive traffic initiative, what are



the reasons drivers are being stopped and are there any check stops being set up. Sgt. Gilbert advised that drivers can be stopped for any reason; sobriety checks, seat belts, license plates, lights out. He added that members are not required to write a ticket and could issue a warning. Cr. Bell was happy with Sgt. Gilbert's efforts and presence in the community as a concern was brought forward regarding the presence of law enforcement when the Bylaw officer is off duty. Cr. Kikoak asked if there is an evaluation process on domestic violence cases. Sgt. Gilbert advised that based on the evidence against the accused, they will lay charges and that there is no scale, charges are not based on criminal history. He added that the NWT has a zero-tolerance policy with domestic violence and if someone is claiming they have been assaulted, the accused will receive charges. D/M Smith indicated that there was discussion on the legislation of cannabis and that the Town has a bylaw on smoking and acknowledges that enforcement will be a challenge. He added that concerns were brought forward regarding impaired driving and asked if there are any updates on impaired driving and if there are any other enforcement legislations being created. Sgt. Gilbert advised that there are no policies coming out as he doesn't know what enforcement will look like but is working on training members on the intoxicator for impaired driving. Mayor Napier-Buckley thanked the RCMP and commended Sgt. Gilbert on the young offender initiatives. She was very pleased with the RCMP presence through the AWG and is excited for the implementation of the COP Program.

D. APPROVAL OF MINUTES

18-078 Moved by: Cr. Patel
Seconded by: Cr. Bell

That the minutes of Regular Meeting 03-18 of March 13, 2018 be adopted as presented.

CARRIED UNANIMOUSLY

E. BUSINESS ARISING FROM THE MINUTES

Cr. Patel requested Council's input on providing a response to Don Jaque's delegation through a meeting inviting the Minister of Education and other local organizations. Mayor Napier-Buckley advised that there is a new Minister of Education, Culture and Employment and that she sent an invitation requesting for her to meet with Council. She advised that the Aurora College report was received by the Minister of ECE and will be presented to the Legislative Assembly of the NWT's standing committee. Cr. Kikoak is in favour of a public meeting with the Minister of ECE as Fort Smith is a college-based community and thinks that the public deserves a chance to talk about it. Cr. Kikoak suggested meeting with the Minister of Education one afternoon and accommodate the public by meeting in the evening. Mayor Napier-Buckley will check with the Minister of ECE for availability for meeting with Council and schedule a public meeting. Cr. Bell would like to continue to work with Don Jaque as he can provide valuable assistance and she supports taking the position of the Aurora College petition as a territorial issue. Cr. Tuckey suggested hosting a workshop with the Minister of ECE and extending a request to arrange a public meeting. Mayor Napier-Buckley recommended that an invitation be sent to MLA Louis Sebert. Cr. Kikoak suggested that a personal invitation be extended to Don Jaque once plans are confirmed. She asked who was housed in the Mount Aven building during the AWG. Cr. Dumont advised that the bus drivers resided in the Mount Aven Building. Cr. Kikoak asked what is the status of the building if it was used as accommodations during the AWG. Mayor Napier-Buckley advised that she will request that information from the Aurora College during a meeting with the college president.



- I. Trade Show – Cr. Holtorf suggested releasing a one-page newsletter including all the Town's objectives for the Thebacha Trade Show. He suggested including setting dates for the youth empowerment initiative and that each councillor can prepare an article on one subject for the newsletter. Mayor Napier-Buckley advised that she met with D/M Smith where they discussed completing a newsletter for the trade show and contemplated providing as a mail drop to the community. She would also like to include the registration for the mass notification program and advertising for a youth election in the newsletter. Cr. Tuckey supports completing a newsletter. Administration advised that the Director of Community Services and the Economic Development Officer are working with the Mayor and Councillors, which hold certain portfolios, to prepare for the Thebacha Trade Show. He added that the agenda includes; a town video, a slideshow on AWG, a signup sheet to leverage volunteerism for the AWG legacy, the COP program, the mass notification system registration, the community newsletter, youth engagement, waste management plan handouts, summer recreation program list, fire smart, and a various of prizes, raffles and giveaways. He added that the youth engagement initiative program will be presented at the PWK High School as well. He added that the volunteer Ambulance Department will have a booth at the trade show where they will be running a membership drive. Cr. Bell suggested reminding residents about the spring cleanup and would like the Town advertisement posters to be more colorful to stand out more. Cr. Holtorf asked if ENR has a booth to promote the FireSmart Program for the trade show. Administration doesn't know if ENR has a booth for the trade show and he added that ENR does provide resources but is not involved in implementing the program. Cr. Holtorf asked for copies of the Economic Development Plan for the trade show. Administration advised that the Downtown Development Plan and Economic Development Plan have been presented at previous trade shows. He added that the public was consulted and that no changes have happened since, so there is no plan to present the plans at the 2018 trade show. He advised that there will be a final engagement information gathering on the Strategic Plan with Council scheduled for April 25, 2018, which does not provide enough time for the public presentation to be prepared for the trade show. Therefore, the consultant will be coming back on May 9, 2018 and will be planning on presenting to the public at that point. Cr. Bell suggested advertising the strategic plan public meeting at the trade show to get more community engagement. Administration agreed and advised that advertisements can also be included on the website community calendar. Mayor Napier-Buckley recommended Council take time before the meeting to review the draft strategic plan as this will be the last opportunity for input. Cr. Kikoak was concerned about the trade show as there may be too much information and suggested organizing councillors to a certain topic.

F. **DECLARATION OF FINANCIAL INTEREST**

D/M Smith, Cr. Dumont and Cr. Tuckey have declared a financial interest with respect to Accounts Paid Part II.

G. **COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports

Corporate Services Standing Committee – Cr. Holtorf asked for an update on the Road to Garden River. Mayor-Napier Buckley advised that she was able to meet with other aboriginal groups in and around the Wood Buffalo National Park on her trip to Edmonton. She indicated that she was able to meet with the Mikisew Cree on her trip and have been advised that they are planning to pursue but that was not the purpose of her trip to Edmonton. Cr. Holtorf asked if there are any dates set on the Daycare plans. Administration advised that the only additional information is that the YWCA has partnered with the Fort Smith Daycare Society, and that they are working on securing a facility and paying for it with the sale of a property that is owned by the YWCA in



Yellowknife. He added that the property has not yet sold, and pricing is underway so they can determine if they have enough money to pay for the facility in Fort Smith. YWCA and the Fort Smith Daycare Society are proactively seeking property in Fort Smith and are expecting to make an announcement in short order. Cr. Holtorf asked if there is anyone seeking after the new funding for Daycare services that was announced by the Territorial Government. He requested finding out if any other organizations have made inquiries on obtaining funding to provide a Daycare. He thinks that the Salt River First Nations could be a partner if they are approached and could work collaboratively with them. D/M Smith advised that reports will be released in early May and that the college is not engaged in a Daycare in Fort Smith. Mayor Napier-Buckley advised that she will bring up the dialogue regarding the Daycare and Early Childhood Program at the meeting with the College President. Cr. Kikoak supports dialogue with daycare and the Early Childhood Program. She has received comments that people like to come to Fort Smith to further their education but always have trouble with housing and childcare.

18-079 Moved By: D/M Smith

Seconded By: Cr. Tuckey

That the attached Corporate Services Standing Committee minutes from April 10, 2018, be adopted as presented.

CARRIED UNANIMOUSLY

Accounts Paid Part I

18-080 Moved By: D/M Smith

Seconded By: Cr. Holtorf

That the Accounts Paid List Part I for the period ending March 31, 2018, totaling \$610,706.25 be approved.

CARRIED UNANIMOUSLY

Cr. Dumont, D/M Smith and Cr. Tuckey left the meeting

Accounts Paid Part II

18-081 Moved By: Cr. Bell

Seconded By: Cr. Patel

That the Accounts Paid List Part II for the period ending March 31, 2018, totaling \$2,132.36 be approved.

CARRIED UNANIMOUSLY

Cr. Dumont, D/M Smith and Cr. Tuckey entered the meeting

CPI 2018-2019 Funding Agreement

18-082 Moved By: Cr. Patel

Seconded By: Cr. Holtorf

That Council approves the CPI Funding Contribution Agreement with MACA for fiscal year 2018-2019 in the amount of \$1,114,000.

CARRIED UNANIMOUSLY

O&M 2018-2019 Funding Agreement

18-083 Moved By: Cr. Holtorf

Seconded By: Cr. Tuckey

That Council approves the Operations and Maintenance Funding Contribution Agreement with MACA for fiscal year 2018-2019 in the amount of \$2,068,000.

CARRIED UNANIMOUSLY



WSS 2018-2019 Funding Agreement

18-084 Moved By: Cr. Tuckey
Seconded By: Cr. Dumont

That Council approves the Water and Sewer Subsidy Funding Contribution Agreement with MACA for fiscal year 2018-2019 in the amount of \$546,000.

CARRIED UNANIMOUSLY

Community Services Standing Committee

18-085 Moved By: Cr. Tuckey
Seconded By: Cr. Dumont

That the attached Community Services Standing Committee minutes from April 10, 2018, be adopted as presented.

CARRIED UNANIMOUSLY

Staff Recognition

18-086 Moved By: D/M Smith
Seconded By: Cr. Holtorf

That letters of commendation be written to the Town of Fort Smith staff and placed in their personnel files for those who participated in the AWG.

CARRIED UNANIMOUSLY

Saint John's Anglican Church Donation Request

18-087 Moved By: Cr. Kikoak
Seconded By: Cr. Bell

That Council donate the use of the credit card machine to Saint John's Anglican Church for the processing of auction payments; and
That the Town invoice Saint John's Anglican Church for the incurred service charges.

CARRIED UNANIMOUSLY

Municipal Services Standing Committee

18-088 Moved By: Cr. Dumont
Seconded By: Cr. Bell

That the attached Municipal Services Standing Committee minutes from April 10, 2018, be adopted as presented.

CARRIED UNANIMOUSLY

Corwin Hann DPA-007-18 Home Occupation Permit

18-089 Moved By: Cr. Tuckey
Seconded By: Cr. Dumont

That DPA-007-18 submitted by Corwin Hann, to operate a home occupation construction business from Lot 785, Plan 490, 23 Tamarac Crescent in Fort Smith be approved.

CARRIED UNANIMOUSLY



b. Enactment of Bylaws and Policies

Briefing Note 2018 Mill Rate Bylaw – The briefing note was reviewed.

2018 Mill Rate Bylaw 989 First Reading

18-090 Moved By: D/M Smith
Seconded By: Cr. Bell

That Bylaw 989 2018 Mill Rate Bylaw be introduced and given first reading.

WHEREAS, the Council of the Municipal Corporation of the Town of Fort Smith, in the Northwest Territories, deems it to be in the public interest and is required by the provision of the Property Assessment and Taxation Act to establish Mill Rates for Municipal and School purposes; and

NOW THEREFORE, the Council of the Town of Fort Smith, at a duly assembled meeting enacts as follows:

1. That this bylaw may be cited as the “2018 Mill Rate Bylaw”;
2. That assessed property in the Town of Fort Smith, liable to taxation and in respect of which grants-in-lieu of taxes may be paid, shall be liable for taxation and grants-in-lieu of taxes as follows:

a) Residential Developed.....	13.23
b) Residential Non-Developed.....	13.23
c) Commercial Developed.....	24.26
d) Commercial Non-Developed.....	24.26
e) Industrial Developed.....	24.26
f) Industrial Non-Developed.....	24.26
g) Institutional Developed.....	29.40
h) Institutional Non-Developed.....	29.40
i) Recreational.....	13.23
j) Telecommunications.....	29.40
k) Country Residential Developed.....	11.47
l) Country Residential Non-developed.....	11.47
m) Country Residential Mixed Use.....	13.23

3. That the rate of taxation to be applied to lands and improvements liable to taxation, or in respect of which grants-in-lieu may be paid, for school purposes shall be as follows for the year 2018.

a) School Levy.....	2.43
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CARRIED UNANIMOUSLY

2018 Mill Rate Bylaw 989 Second Reading

18-091 Moved By: Cr. Tuckey
Seconded By: Cr. Bell

That the 2018 Mill Rate Bylaw 989 be given Second Reading by title only.

CARRIED UNANIMOUSLY



Unanimous consent was given for third reading of Bylaw 989 2018 Mill Rate Bylaw.
2018 Mill Rate Bylaw 989 Third Reading

18-092 Moved By: D/M Smith
Seconded By: Cr. Holtorf

That the 2018 Mill Rate Bylaw 989 be given Third Reading by title only.

CARRIED UNANIMOUSLY

c. Mayor and Council

- i. Cr. Tuckey – Cr. Tuckey was proud of the community for their contributions during the AWG. She added that students in the school are still talking about the AWG. She indicated that staff did an amazing job pulling off the games; Administration, the Community, Corporate, and Municipal Services Directors. She supports Cr. Patel on updating the Mayor's wages and that the job description should be reviewed before going into elections to prepare the next Mayor and Council. She looks forward to meeting with Minister Cochrane. She thanked the 2018 AWG host society.
- ii. Cr. Holtorf – Cr. Holtorf supports all comments on AWG. He indicated that he would like to have additions to the strategic plan. He understands that the plan is not finalized, and the public was given the opportunity to provide input. He indicated that because of the petition that was presented he would like to emphasize the Aurora College in the plan. He was also concerned with the strategy on core services; garbage, water, sewer and roads and how it will be efficiently provided to the community in regard to the budget. He thinks that Aurora College should be a complete strategy as well.
- iii. Cr. McArthur – Cr. McArthur advised that the AWG was a great week. He commended Mayor Napier-Buckley and the Town of Hay River Mayor. He extended his gratitude to D/M Smith and Cr. Patel for their contribution to the AWG's committee. He thanked the Director of Community Services, the Director of Municipal Services, and Administration for their work and efforts on the success of the AWG.
- iv. Cr. Bell – Cr. Bell commended Mayor Napier-Buckley on her efforts to get the Minister of Education to meet with Council. She advised that there will be a Museum membership pancake breakfast on April 21, 2018 and encouraged Councillors to register for membership. She looks forward to gaining interest for the COP program during the trade show.
- v. D/M Smith – D/M Smith supports Cr. Patel's suggestions on childcare and thinks that may encourage others to participate in the next election. He thanked the residence, volunteers, and Town staff for their efforts during the AWG. He was annoyed with News North's article headline 'they pulled it off' adding that he never doubted the community's ability to host an AWG. He was proud of the community's capability to host a larger event. He looks forward to working on finalizing the strategic plan and keeping the college as a strong and vital component of the community. He noted that we have a healthy town initiative and requested that healthy food policies be placed in Town facilities. He indicated that the bylaw review committee was mentioned and thinks that the smoking bylaw needs to be reviewed so that there is more enforcement on Town property's as opposed to only Town buildings. He thinks it would be nice to bring all participants, volunteer, and staff to get picture from AWG.



- vi. Cr. Patel – Cr. Patel advised that she will be unavailable from April 28 to May 28, 2018. She advised that everyone was thrilled with the turnout of the AWG and that the host society is stilling working on concluding the games. She indicated that there was a lot of positive response that came from the AWG which can be used in future events. She thanked the municipal staff on the snow removal and their proactive efforts during the AWG. She thinks that the Mayor's wages and the Council honorariums should be reviewed and would like to request that councillors with children be given an extra \$100 for those that pay for childcare. She requested that the Business License Bylaw be reviewed to accommodate people that come for a short period of time and run businesses. She supports inviting ministers, band leaders and the local metis to a meeting.
- vii. Cr. Dumont – Cr. Dumont agreed with councillors comments on the AWG. He added that the participant's cooperation and participation was rewarding. He indicated that staff deserve to be commended. He advised that he will be away on medical on May 1, 2018.
- viii. Cr. Kikoak – Cr. Kikoak would like to break up the word community and highlight its common unity. She was happy that previous Council invested a lot in the common things that our residents show because together everyone pulled of the AWG. She couldn't give all the credit to the host society but really to what we have built in this town. She thinks that the community shares some major concerns one is housing and the need to push forward housing initiatives. Another is to diversify the economy as there is things that aren't really for people that just want to make money.
- ix. Mayor Napier-Buckley – Mayor Napier-Buckley was proud of the work completed by everyone in the community involved in the AWG. She highlighted the volunteers, the community, the host society, participants and staff. She highlighted that the games ran smoothly which made our community proud. She commended Administration. She advised that there is an article in Municipal World magazine regarding how other communities are dealing with the legalization of marijuana. She advised that she was in contact with Atomic Energy and that they are planning on moving the low-level waste out of town and will discuss more with them on the plan moving forward. She indicated that she will be meeting with the President of Aurora College on Monday April 23, 2018 and agenda items include; the TEP program, Daycare, Early Childhood Development. She thanked the College for their involvement in AWG. She indicated that she was in discussion with aboriginal groups regarding the road to garden river and that the Mikisew Cree is hoping to start discussions in the early fall. She advised that a newsletter will be developed to engage community involvement and to promote services and suggested including the updated mill rates. She hopes the collective agreement will be completed before elections. She highlighted that she was in contact with the Fort Smith Daycare Society and YWCA to offer space and to discuss the possibility of transferring lands. She requested Councillors to sign up for shifts for the trade show. She asked Council to review the Strategic Plan and be prepared to include changes for the meeting. She advised that she can add the Early Child Development Program discussion to the meeting with the President of Aurora College. She advised that she has extended an invitation to Salt River First Nation, Fort Smith Metis Council, Smith Landing and is waiting a response to schedule meetings. She advised that the Canadian Federation of Municipalities meeting is at end of May and is seeking interest. She indicated that she was in contact with MACA to



do a youth election workshop before the end of June. She commended Cr. Bell and the RCMP on their work done on the COP Program. She thinks the program will be beneficial to the community and hopes that will bring awareness to the youth. She advised that May 17, 2018 is the international day against trans-phobia, homophobia and bi-phobia. She added that with the meeting schedule in May there may not be enough time to accommodate a motion to support the events but since the Town has done it in the past if everyone is in support efforts will continue to provide support for the event.

d. Administration

Canadian Federation of Municipalities – Administration advised that the with the duration of the AGM Council costs will be an estimate of \$4000 per person. He suggested that Council consider the expenses when deciding delegates. Administration requested names so that travel arrangements can be made. Mayor Napier-Buckley would like to attend. D/M Smith would like to attend and supports the Mayor attending. Administration advised that the current remaining budget allows for three people to attend but future travel will require a motion to reallocate funds. Cr. Tuckey supports the Mayor and D/M Smith to attend the CFM AGM and advised that she is not available to attend.

<p>18-093 Moved By: Cr. Holtorf Seconded By: Cr. Kikoak</p> <p>That Council approves to send Mayor Napier-Buckley and D/M Smith to the Canadian Federation of Municipalities Annual Conference and Trade Show held in Halifax, NS on May 31 to June 3, 2018.</p> <p>IN FAVOUR – CR. PATEL, CR. KIKOAK, CR. DUMONT, CR. HOLTORF, CR. MCARTHUR, CR. TUCKEY, CR. BELL ABSTAINED – D/M SMITH CARRIED</p>
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Staff recognition – Administration requested that in addition to staff letters that Council extended their gratitude in person. He added that sizes for jackets have been collected and sent to the host society.



ATM Briefing Note –the briefing note was reviewed. Administration advised that the cost to the Town is minimal as there would only be a power costs where the power consumption is equivalent to a computer. He advised that Council has the option of charging \$0.75 per transaction or \$50.00/month/atm. He indicated that there was no increase in crime with other businesses that have ATMs. Mayor Napier-Buckley asked for clarification on the fee request. Cr. Holtorf doesn't agree with keeping the ATMs in the buildings as the target market is youth. Cr. Kikoak indicated that the discussion could be perceived conflict of interest as she has a business in the Recreation Centre. She added that she and now has an interact machine at the Recreation Centre. Cr. Tuckey thinks that the ATM is a service for the community where other ATMs run out of money during events, so it is a convenience. She doesn't think teenagers are the only ones that frequent the Recreation Centre. D/M Smith was concerned with students spending \$3.00 to take out \$20.00 but they do have the option of using their card at the vendors in the Recreation Centre. Cr. Patel asked if there will be a separate contract for the Golf Club. Administration advised that the contract is for the space and is not sure what arrangements have been made with the Golf Club. Cr. Kikoak indicated that she was a signing authority on other ATM machines in the past and she advised that it's good that the Town has the option to get out of the contract in thirty days. Administration advised that the Yellowknife contractor will be contracting a local person to maintain the machine which will also create employment.

18-094 Moved By: Cr. Patel
Seconded By: Cr. Bell

That Council approves Administration to enter into a contract with Cold Cash for the permanent placement of ATMs in the Recreation and Community Centre and Fort Smith Centennial Arena.

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

Spring Clean-up Briefing Note – the briefing note was reviewed. Administration indicated that typically spring clean-up consists of no tipping fees for residential customers if you bring your garbage to the landfill and if you can't get it to the landfill you pay a \$40.00 charge for your garbage to be picked up. In the past three years in an effort to clean up the community the amnesty of tipping fees has been extended to commercial customers. The Town is no longer achieving cleaning up the community if we are encouraging business to hoard their waste until amnesty is offered. He added that revenue has been lost since waiving the fees and that the tipping fees from 2014 to 2017 have gone from a high of \$64,000 to a low of \$39,000 so there is a loss of up to \$25,000. He requested direction from Mayor and Council on whether to charge tipping fees to commercial customers during the 2018 spring cleanup. Mayor Napier-Buckley asked if there is still someone picking up vehicles for free. Administration confirmed and advised that the contractor now has the equipment to handle heavy metal and can compact vehicles to ship south. Mayor Napier Buckley asked if the tipping fees include vehicles. Administration advised that residents have vehicles received for free but that commercial businesses would have to pay vehicle tipping fees. Cr. Holtorf asked if the request would apply to only spring cleanup. Administration advised that the amnesty would be at the will of Council and that it could be extended to future tipping fees. Cr. Holtorf requested that the motion be amended to include both the fall and spring cleanup for private households. Cr. Dumont suggested compromising with businesses and continue to provide an incentive by allowing an agreed amount of waste in the landfill and charging if they go over. Administration advised that is possible. Cr. Tuckey supports Cr. Dumont and reflected on the fact that construction has increased in the community and the Town tipping fee rates are low. She thinks that residents may not want to support free tipping fees for businesses if it would reflect on the residents by increasing taxes. She supports an incentive for businesses that would keep businesses from stock piling waste. D/M Smith agrees with Cr. Holtorf and the motion to charge a commercial tipping fee. He suggested compromising with businesses and offer them one last chance to dispose of their waste



for free and warn that all future tipping fees will not be waived for businesses. Cr. Holtorf asked for clarity on the garbage, waste and water funds as he doesn't think that increased taxes should cover a shortfall in those funds. Administration advised that all three funds do have separate budgets that are balanced and has been adjusted to account for the amnesty of tipping fees. He added that the water and sewer budget does not include capital and that the economic rate needs to be determined. He indicated that the landfill budget is self-sustaining at this point. Cr. Patel thinks that incenting waste disposal is hard and suggested obtaining information from other communities while attending the FCM AGM. She suggested developing some mechanism to provide an incentive program for commercial residents such as proving each business license with a voucher. Cr. Kikoak asked what happens to the original intent and if those stock piling would be able take advantage of the amnesty of tipping fees. Administration advise that would have to be a discussion with Council. He is hoping that the contractor that completes the collection of metal will be able to make a deal with these individuals and be able to mobilize directly on their property to remove a lot of the waste. D/M Smith asked if most commercial businesses rent garbage bins from the Town and have the garbage picked up. D/M Smith asked how do we determine who is residential and commercial customers when they pull up at the landfill. Cr. Bell agrees with giving commercial businesses an incentive plan and that provides them with some warning, so they are not surprised in the fall when they are charged commercial tipping fees. Mayor Napier-Buckley asked if there is a concern that the large construction business will be filling the landfill during spring cleanup. Administration advised that concerns have been brought forward regarding local contractor's stock piling metal and automotive material. Cr. Kikoak indicated that contractors do take a risk with the automotive industry, they will pick up vehicles and will get stuck with disposing as the owner has abandoned the vehicles. Cr. Bell suggested restricting to metals and they pay for everything else. D/M Smith recommended on amending the motion to include the exception of vehicle tipping fees. He indicated that originally the objective was to clean the community and there was no expense as the recycler would come for free and crush all the material which is no loss of revenue. He added that currently the recycler will no longer come for free which is now an expense to have him crush all the material causing a loss of revenue. He added that the intent to clean the community is no longer there as businesses are now stock piling. Cr. Kikoak asked if commercial businesses bring their own vehicles to the landfill. Administration confirmed. Cr. Kikoak asked if tipping fees can be waived all year for businesses to bring passenger vehicles to the landfill. Administration indicated that is a possibility but highlighted that the charge to receive the vehicle goes towards the cost to get them off site, and to complete that request would be at the Town's expense.

18-095 Moved By: Cr. Holtorf
Seconded By: Cr. Patel

That the amnesty for spring clean be extended only to private households for both spring and fall clean-up with the exception of passenger vehicle tipping fees for the spring of 2018.

CARRIED UNANIMOUSLY

Music Society Briefing Note – the briefing note was reviewed. Administration indicated that the briefing note is for informational purposes and he is not seeking a motion. The Fort Smith Music Society requested a donation of the arena as well as the portable stage for the evening of May 12, 2018 to host a license adult only live music event. An analysis of the cost includes; facility use for the ice surface area of \$1000, stage rental of \$750 which includes set up and take down by Town staff, and we must have staff on the premises during set up and for the duration of the event which will cost \$832.32. We felt the need that there be music in the community because music has always been a big part of community services and the Town has historically partnered with community music ventures through the donation of the arena, and through money identified annually in the budget. And so, we have been making these items available to the music society free of charge in a effort to promote and develop the music society with the hopes that one day they will be operating in the same way as the South Slave Friendship Festival did. We have been asking the music society to work towards providing a family friendly event. In return for the donations provided to the music society we have requested that they make



music and entertainment available at town events free of charge. In building the relationship with the music society it has benefited the Town, the music society, and residents. So, the Town and Administration will be making the facility available to the music society for their event. D/M Smith has no concerns with the building of the relationship and bringing something new to the community. But he was concerned with this evolving into ongoing town donations of equipment if this becomes a profit-making venture. This is the Town supports at this point but will not always provide that level of support depending on the outcome of how the relationship evolves and what happens. If this becomes a very profitable venture and they are providing adult only licensed events he doesn't think at that point the Town should be providing facilities for free, but he has no problem supporting now in an effort to build that relationship and get something going in the community. Cr. Holtorf asked for clarification on the event and if it is a Town sponsored event. He thinks that if the event is a Town sponsored event it should be accommodated by a motion. Administration indicated that if Council wishes to move the in-kind donation and turn into a donation request, it will come out of donation budget. He advised that it is not a Town sponsored event as the Town is only providing a venue. He added that the Town has benefited from the music society as they have provided many musical events free of cost. Cr. Kikoak declared conflict of interest as her husband gets paid to do the sound on these events. Cr. Kikoak left the meeting. Cr. Tuckey appreciates Administrations efforts on these partnerships and updating Council. Cr. Kikoak entered the meeting.

Briefing Note – Wayne Keefe DPA-008-18 Home Occupation Permit

18-096 Moved By: D/M Smith
Seconded By: Cr. Dumont

That DPA-008-18, submitted by Wayne Keefe, to operate a home occupation Artwork Business from Lot 30, Block 18, Plan 1331, 187 Primrose Lane in Fort Smith be approved.

CARRIED UNANIMOUSLY

Briefing Note – Cindy Daniels DPA-009-18 Home Occupation Permit Cr. Kikoak suggested sending invites to the home occupation businesses for community events.

18-097 Moved By: D/M Smith
Seconded By: Cr. Holtorf

That DPA-009-18, submitted by Cindy Daniels, to operate a home occupation Artwork Business from Lot 889, Plan 837, 100 Tamarac Crescent in Fort Smith be approved.

CARRIED UNANIMOUSLY

Integrated Community Sustainability Plan Briefing Note – the briefing note was reviewed. Administration requested that an additional \$30,000 be allocated to the ICSP Capital Project. He added that the ICSP consists of the capital plan, a human resources plan, a community energy plan and a strategic plan. He added that most of the concentration was on the strategic plan component. He highlighted that work has been completed on human resources through reviews of job descriptions and pay equity reviews and recruitment. There has been lots of work completed on the capital plan going beyond the five-year requirement. He advised that most of the requirements in the community energy plan has been actioned. But most of the focus has been on the strategic plan. He advised that there are three pressures on the ICSP budget approved by Council; there is currently \$10,000 that was approved in the budget for ICSP with \$8,000 in work outstanding from the strategic plan. The consultants have requested a budget increase of \$5,000 to complete the work that would put us in the position of exceeding the budget by \$3,000. The next point is that the Town was successful in our application to the Arctic Energy Alliance to complete audits on nine Town facilities. He advised that the Town will received a grant of \$10,000 however Arctic Energy Alliance has provided a quote of \$21,000 to complete the work so we need an additional \$11,000 in the budget. He thinks the audit is valuable work and is requesting the additional \$11,000 to complete the work. Finally, the current employee performance review process is difficult to apply



as outlined from directors, the evaluations are not very good for the diverse nature of what we do. He added that the Towns supervisors have never had any training in the application of the performance review system and as a result performance reviews are coming across from the various departments inconsistently done. We tried to bring consistently to job descriptions but we have yet to bring consistency to the evaluation process and so we are looking to hire a contractor to do the work because we feel that this is work done best by an outside specialist to review and update our performance review system. He added that once that is complete he hopes to train the supervisors in the application of the system. There is no clear scope yet for the work, yet which means there is no clear idea of the budget at this point. He requested \$15,000 to complete the update of the evaluation process. Cr. Kikoak highlighted that the consultants can ask for extra money, but we can say no so she said no to their request. Cr. Patel asked why it falls on the Town for the consultants to bring extra staff that they didn't budget for. She added that they lost staff that requires them to hire new staff at a higher rate and asked if there was a price set in the contract when it was signed. She supports providing a \$25,000 increase to the budget but not \$30,000. D/M Smith supports the efforts to work in partnership with Arctic Energy Alliance as they can be beneficial in obtaining funds, and he thinks the efforts to update the performance review process is an excellent initiative. Cr. Holtorf agrees with the human resource initiative and the energy component but he does not have a good feeling on what we have been presented for the strategic plan. He meant to request the terms of reference and what we got so far and what the gaps are. He doesn't think that there is value in the work that the consultant provided but thinks that if that shortfall has to be paid than it has to be paid. Cr. Tuckey agreed with Cr. Holtorf, Cr. Kikoak, and Cr. Patel. She noted that Administration is pretty good with our money and requested to pursue the consultants and see why the Town is responsible for their short fall. She does not want to change the motion because if Administration is successful in getting out of paying for the extra cost to the consultants that money can be used to the other two items if those estimates are too little. Administration advised the he doesn't like increasing numbers as well but how consultants work is they do an estimate of work on number of hours that they think will be completed and then they add the numbers for disbursements and travel. He advised that if the consultants can prove the extra cost and they are valid then he's hard pressed to deny them. He added that in this particular case they are eating money as well and this is the value that they think they can complete the product while not making a lot of profit. He thinks most of the additional cost is on the extra cost of travel to bring their people up and their engagement for their second visit was one more than anticipated. He thinks they have done a good job at justifying their additional costs and is concerned with not paying but if paid we would get a complete product. Mayor Napier-Buckley clarified that the additional costs for the strategic plan consultants is \$3000 as there is already \$2000 in the project budget. Administration advised that there is still opportunity to get engaged into the plan and get the product you want.

18-098 Moved By: Cr. Tuckey
Seconded By: Cr. Bell

That council approve the allocation of an additional \$30,000 to the 2018 ICSP budget.

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



H. **PROCLAMATIONS**

Daffodil Proclamation

18-099 Moved By: D/M Smith
Seconded By: Cr. Holtorf

That Council proclaims the month of April 2018 as Daffodil Month.

CARRIED UNANIMOUSLY

I. **ABSENCE OF COUNCIL MEMBERS**

18-100 Moved By: Cr. Bell
Seconded By: Cr. Dumont

That Mayor Napier-Buckley, Cr. Kikoak and Cr. McArthur be excused from the Corporate Services Standing Committee Meeting on April 10, 2018.

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

18-101 Moved By: Cr. Tuckey
Seconded By: Cr. Dumont

That Mayor Napier-Buckley, Cr. Kikoak and Cr. McArthur be excused from the Community and Municipal Services Standing Committees Meeting on April 10, 2018.

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



J. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – May 1, 2018
Community and Municipal Services Standing Committee Meetings – May 8, 2018
Council Meeting 05-18 – May 15, 2018
Special Meeting 03-18 – April 24, 2018

K. **ADJOURNMENT**

18-102 Moved By: Cr. Tuckey
Seconded By: Cr. Patel

That the meeting be adjourned at 9:58 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 15th day of May, 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.