









Town of Fort Smith
Town Council Meeting
Agenda

June 20, 2017, 7:00 p.m. – Council Chambers

A. Call to Order and Confirmation of Quorum	
B. Approval of Agenda	
C. Presentations	
D. Approval of Council Minutes i. Council Minutes	 Council Minutes May 16, 2017.doc
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 Minutes June 6, 201 II
b. Enactment of Bylaws and Policies	
c. Appointments i. Appointment of A/SAO Chris Bird June 30, 2017 at 5:00 pm to July 10, 2017 at 8:30 am	
d. Mayor and Council	
e. Administration i. Briefing Note SRFN Treaty Days Road Closure Request ii. Briefing Note DPA Clark Builders Aurora College	  BN SRFN Road BN DPA Clark Closure Request Builders Aurora Coll
H. Proclamations	
I. Absence of Council Members	
J. Date of Next Council Meeting	
K. Adjournment	
L. Question Period	



**COUNCIL OF THE TOWN OF FORT SMITH
MEETING 06-17
THE FIRST REGULAR MEETING OF COUNCIL FOR
THE MONTH OF JUNE AND THE
SIXTH FOR THE YEAR 2017**

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

REGRETS: Cr. Patel

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

GALLERY: Louis Sebert, Patti Haaima

Meeting 06-17
June 20, 2017

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

17-137 Moved by: Cr. Tuckey
Seconded by: Cr. McArthur

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

C. APPROVAL OF MINUTES

17-138 Moved by: Cr. Tuckey
Seconded by: Cr. Bell

That the minutes of Regular Meeting 05-17 of May 16, 2017 be adopted as presented.

CARRIED UNANIMOUSLY

D. DECLARATION OF FINANCIAL INTEREST

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



E. **COUNCIL BUSINESS**

a. Introduction and Consideration of Committee Reports
Corporate Services Standing Committee

17-139 Moved By: D/M Smith
Seconded By: Cr. Dumont

That the attached Corporate Services Standing Committee minutes from June 6, 2017, be adopted as presented.

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

Accounts Paid Part I

17-140 Moved By: Cr. McArthur
Seconded By: Cr. Dumont

That the Accounts Paid List Part I for the period ending May 31, 2017, totaling \$623,095.03 be approved.

CARRIED UNANIMOUSLY

Cr. Tuckey declared a financial interest and left room. Mayor Napier-Buckley declared a financial interest, handed the Chair to D/M Smith and left the room.

Accounts Paid Part II

17-141 Moved By: Cr. Kikoak
Seconded By: Cr. Dumont

That the Accounts Paid List Part II for the period ending May 31, 2017, totaling \$10,942.72 be approved.

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

Mayor Napier-Buckley returned to the room and took back the Chair.

DPA-021-17 Brenda Tuckey Home Occupation

17-142 Moved By: Cr. Kikoak
Seconded By: Cr. Dumont

That DPA-021-17, submitted by Brenda Tuckey, to operate a home occupation photography business from Lot 347, Plan 207, 37 Poppy Crescent in Fort Smith be approved.

CARRIED UNANIMOUSLY

Cr. Tuckey returned to the meeting.



First Quarter Variance – Administration provided an update on issues being further researched in the First Quarter Variance. He advised that the Town is still determining why Recreation Revenue has reduced along with Recreation Grants. He thinks it may be due to the timing of the document. He noted higher than expected spending in Facilities Maintenance and Public Works. He thought that this might have been due to unprocessed allocations, but has determined that the accelerated spending is directly associated to overtime and use of casual employee's due to providing an elevated level of service with snow removal. Administration had provided an analysis last year which determined the Town spent \$15,000 on contracted services and \$15,000 for the use of casual employees and overtime to provide a higher level of service. This year, the Town has reduced contracted services and increased overtime and use of casual employees. Administration is reviewing the use of casuals and overtime as a means of getting the budget back in line without the disruption of services. He noted that he will be thinking of ways to incorporate overtime as part of the 2018 budgeting process. Administration advised that the Public Works and Facilities Maintenance do the most overtime and that Recreation overtime is offset as it is tied to additional revenue for facility rentals. Cr. McArthur asked if the Town will be receiving extra funding to support the AWGs. Administration advised that no additional funding will be received and suggested augmenting work with volunteers. He noted that the Host Society hasn't identified their needs which is required for the Town to budget for the support. Additionally, any upgrades to facilities have not been identified and have missed the Capital Planning process. Cr. Tuckey noted that Council had put forward a resolution at the NWTAC AGM, which was passed, to have the ability to change the fiscal year and asked how Council can start the process. Administration advised that the fiscal year is set in the CTV Act and that the Act would need to be updated by MACA. He noted that running on a calendar year does cause issues in cash flow and reporting. He noted that changing the fiscal year will affect property taxes.

17-143 Moved By: Cr. Kikoak
Seconded By: Cr. Bell

That the First Quarter Variance be accepted as presented.

CARRIED UNANIMOUSLY

Community Services Standing Committee – D/M Smith commended the minutes. Administration has corresponded with the Town of Hay River and noted that they are comfortable with the suggested changes in the triparty agreement. The changes suggested were that the clauses either be explained or deleted. He noted that feedback on the proposed changes hasn't been received from the Host Society yet. He noted that a Special Meeting will be called to review the document once the changes are approved.

17-144 Moved By: Cr. Tuckey
Seconded By: Cr. Dumont

That the attached Community Services Standing Committee minutes from June 13, 2017, be adopted as presented.

CARRIED UNANIMOUSLY



Canada Day Road Closures

17-145 Moved By: Cr. McArthur
Seconded By: Cr. Dumont

That Council approves the following road closures for the Canada Day Celebration 2017.

That Marine Drive adjacent to Riverside Park be closed to traffic on July 1st, 2017 from 11:30 am to 6:00 pm for the Canada Day Celebration;

Furthermore, that the following road closures occur for the Canada Day Parade; from Portage Avenue in front of the RCMP compound to the corner of McDougal Road, along McDougal Road from Portage Avenue to Mills Street, and Mills Street to Wapiti Street from 11:15 am to 12:00 pm.

CARRIED UNANIMOUSLY

Municipal Services Standing Committee – Administration provided an update on the Municipal Services minutes. Administration has met with AMS and advised that they have submitted an initial proposal to assume the ambulance services in Fort Smith. Administration has yet to determine who AMS is to enter into the contract with, whether it be the Health Centre or Public Works & Services. He will bring forward a briefing note to outline the pros and cons of the assumption of the service. Administration advised that there was a successful meeting with partner governments on fire abatement initiatives this afternoon in Council Chambers. He presented a picture with proposed fire breaks around the community that will be implemented by ENR and advised that Commissioner's land that requires abatement work will be added to the scope of work. Administration will be bringing an inclusive document with various methods of fire abatement to Council for information and approval. He noted that the preapproved document will give ENR the tools to get internal funding for fire abatement work and suppression efforts. Administration advised that this is a pilot exercise on how the GNWT works together with municipalities on fire abatement. He noted that there will also be a need to consider Bell Rock and SRFN when implementing cut lines. Administration noted that this work was initiated by the letter written by Council and noted that ENR was pleased with the push from the municipality. He was pleased with the high level of lobbying brought by Council. He noted that the NT Power Corporation will be brought to the table next to discuss powerline easement at the border. Administration advised that he had made a commitment to bring scheduling for the Economic Development Plan and noted that he plans to have final draft brought in November and have the document finalized in January. Administration advised that the Protective Services Supervisor has been investigating online lotteries and noted that online lotteries are hard to enforce and that most are people fundraising for family. He noted that they are still trying to determine how to manage online lotteries. Administration advised that there were 500 attendees between Relay for Life and the Air Show on June 17th. He noted that Treaty Days are on June 23-25th and that the Town Staff BBQ is on June 23rd at noon. Cr. Holtorf asked if Fort Smith plans on being a Fire Smart Certified Community. Administration advised that that wasn't identified as a target at this point. D/M Smith noted that fire abatement work would help local home owner's insurance rates. He asked if solitary exits were discussed at the meeting. Administration advised that it was discussed and that fire breaks could potentially be used as fire exits. He noted that the majority of the discussion was on treatment, fire breaks, and internal risks. D/M Smith asked if there was any further consideration to revise the Lottery License Bylaw. Administration would like to get the Bylaw Review Committee meeting again and to review the bylaw.

17-146 Moved By: Cr. Dumont
Seconded By: Cr. Tuckey

That the attached Municipal Services Standing Committee minutes from June 13, 2017, be adopted as presented.

CARRIED UNANIMOUSLY



b. Appointments:

17-147 Moved By: Cr. Bell
Seconded By: Cr. McArthur

That Chris Bird be appointed Acting Senior Administrative Officer for the period of June 30, 2017 at 5:00 pm to July 10, 2017 at 8:30 am.

CARRIED UNANIMOUSLY

c. Mayor and Council

- i. Cr. Tuckey – Cr. Tuckey was pleased to hear about the fire abatement partnerships that were established. She is looking forward to Canada Day and advised that additional preparation work has yet to be done. She also noted that the Canada Day Awards nominations deadline is on June 23rd and that the recipients will need to be picked. Cr. Tuckey is hoping to release the newsletter in the next week. She noted that Yellowknife's system for property tax collections includes writing off old debt, posting outstanding taxes in the newspaper, and auctioning properties. Cr. Tuckey is looking forward to meeting with Minister Moses and hopes to confirm a date soon. Cr. Tuckey would like to plan another workshop with the MLA.
- ii. Cr. Holtorf – Cr. Holtorf would like an update on the Aurora College Foundational Review when meeting with Minister Moses. Mayor Napier-Buckley advised that the review is being done by an outside organization and that there will be opportunity for the Town to provide input on the review. Cr. Holtorf has heard that the Terms of Reference would not be released until the fall. Mayor Napier-Buckley advised that there would be a Council workshop with the organization doing the foundational review and also a separate meeting with Minister Moses on the community's position toward the Aurora College cuts. Cr. Holtorf was disappointed to hear that a schedule for the Economic Development Plan won't be received until November. He felt that Council won't be able to manage the document at a higher level although noted that the plan would fit in with the budgeting process in November.
- iii. Cr. Bell – Cr. Bell would like to review the Council Priorities and determine what Council would like to accomplish in the rest of their term. Cr. Bell would also like to update the Visions, Values and Goals to further the Strategic Planning process. Cr. Bell was pleased with the event calendar and is looking forward to the upcoming events. Cr. Bell offered to assist with Canada Day planning but advised that she would be away on July 1st. Cr. Bell was pleased with the fire abatement initiatives and thanked Cr. Kikoak for bringing forward the motion for a letter to be written.
- iv. D/M Smith – D/M Smith thanked Cr. Tuckey for assisting with the newsletter in efforts to move forward. D/M Smith will forward a draft document of Cr. Kikoak and his trip to the FCM Conference. D/M Smith congratulated Relay for Life teams on their fundraising efforts. He also congratulated Meika McDonald on receiving a Service Metal Award. He noted that residents were pleased with the live music at the AWGs 300 Days Out Event.



- V. Cr. Dumont – Cr. Dumont thanked the organizers and volunteers of Relay for Life. He had participated and camped during the event. He noted that the campground does not have water and that the washroom facilities are not running. He noted that the water lines are broken due to not being winterized properly. Additionally, he noted that registration is online only and not through camp attendants. Cr. Dumont noted that there has been theft and vandalism in the trailer court and that residents don't feel that there is a police presence. Cr. Dumont would like to continue to follow up on the dump station at the campground. Mayor Napier-Buckley advised that Administration would be bringing a briefing note on the topic. D/M Smith asked if the campground is providing trucked water. Cr. Dumont advised that a few taps have water.
- vi. Cr. Kikoak – Cr. Kikoak thanked the gallery for being at the meeting. She was pleased to hear about the fire abatement initiatives. Cr. Kikoak was pleased with the Town forming positive partnerships as identified in the Visions, Values and Goals. Cr. Kikoak has concerns about the scheduling for the Economic Development Plan. She was also concerned that the EDO is too engaged with events and that the organizing groups should be responsible for manning the events. Cr. Kikoak would like to meet with the Town representatives on the DEA. Cr. Kikoak would also like to meet with the President of the Aurora College to build a positive partnership in welcoming next year's students. Cr. Kikoak read a thank you letter from the Music Society.
- vii. Mayor Napier-Buckley – Mayor Napier-Buckley is excited to work with different organizations and form future partnerships to implement fire abatement work. She noted that it was identified that a lot of work needs to be done by residents to fire smart their properties. Mayor Napier-Buckley had sent a letter to Minister Moses to request discussion about the Aurora College Foundational Review, Terms of Reference. She noted that a letter was received back from Minister Moses stating that he would not be meeting with communities as he does not want to influence the review and that Council can work with the organization performing the review. Mayor Napier-Buckley advised that the RCMP will be having a training session with the school on active shooters. She congratulated organizers of Relay for Life on a successful event. Mayor Napier-Buckley advised that the Rainbow Sage held their first Pride march and other Pride Week events. Mayor Napier-Buckley advised that there would be a francophone band playing at Roaring Rapids Hall tomorrow for Aboriginal Day. She asked Council if the Town could buy life jackets for the search crews in Fort Chipewyan for the \$1,000 donation approved by Council Motion. Mayor Napier-Buckley was pleased with the increased number of events being held in Fort Smith and would like to see events lowering admission fees or be free for residents. Mayor Napier-Buckley will check Council availability for the Bylaw Review Committee. She also requested Councillors advise of their schedules throughout the summer to ensure quorum at meetings. She reminded Council that there is a staff barbeque on June 23rd and that she would require Councillors availability to cook on Canada Day.



d. Administration

Briefing Note SRFN Treaty Day Road Closure – The briefing note was reviewed. Cr. McArthur asked if people would be parking on the street. Administration will check the bylaw coverage over the weekend. He noted that the road closure would not restrict access to the storefront of the Northwestel building.

17-148 Moved By: Cr. Kikoak
Seconded By: Cr. Tuckey

That for the reason of public safety during the SRFN Treaty Land Entitlement Celebration, Council approves the road closure of McDougal Road between Breynat Street and the Northwestel building on Friday, June 23rd, from 5:00 pm to 10:00 pm and Saturday, June 24th from 10:00 am to 10:00 pm.

CARRIED UNANIMOUSLY

Briefing Note DPA-018-17 Clark Builders, Aurora College – The briefing note was reviewed. Administration advised that the campus is zoned institutional and that there are no setback requirements set out in the bylaw for institutional zoning. D/M Smith asked if the parking lot would be paved. Administration is unsure although noted that they may wait until paving crews are in town for other jobs. Administration anticipates other cuts in the pavements around town which will be repaved as part of the Clean Water Waste Water work in 2018. Mayor Napier-Buckley looks forward to the construction of a new heavy equipment operator centre at the college.

17-149 Moved By: Cr. Dumont
Seconded By: Cr. Tuckey

That DPA-018-17, submitted by Clark Builders, to construct a new Heavy Equipment Operator Centre at the Aurora College, Lot 510, Plan 235, 10 Franklin Avenue in Fort Smith, be approved.

CARRIED UNANIMOUSLY

F. **ABSENCE OF COUNCIL MEMBERS**

17-150 Moved By: Cr. Kikoak
Seconded By: Cr. Bell

That Cr. Tuckey be excused from the Corporate Services Standing Committee Meeting on June 6, 2017.

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

17-151 Moved By: Cr. McArthur
Seconded By: Cr. Dumont

That Cr. Patel be excused from the Community Services and Municipal Services Standing Committee Meetings on June 13, 2017.

CARRIED UNANIMOUSLY



17-152 Moved By: Cr. Kikoak
Seconded By: Cr. Tuckey

That Cr. Patel be excused from the Regular Meeting of Council on
June 20, 2017.

CARRIED UNANIMOUSLY

G. **DATE OF NEXT COUNCIL MEETING**

Corporate Services Standing Committee Meeting – July 4, 2017
Community and Municipal Services Standing Committee Meetings – July 11, 2017
Council Meeting 07-17 – July 18, 2017

H. **ADJOURNMENT**

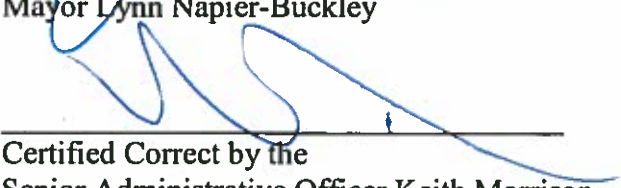
17-153 Moved By: Cr. Tuckey
Seconded By: Cr. Bell

That the meeting be adjourned at 8:28 p.m.

CARRIED UNANIMOUSLY

Minutes adopted this 18th day of July, 2017.



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.