













Town of Fort Smith Community Services Committee

Tuesday, June 14, 2022, at 7:00 p.m.

AGENDA

1. Call to Order
2. Declaration of Financial Interest
 - a. Statement of Disclosure of Interest
3. Delegations
4. Review
 - a. Agenda
 - b. Minutes
 - c. Vision and Values
 - d. Community Services Master Plan
 - e. Economic Development Plan
5. Directors Report
 - a. Recreation Stats- May
 - b. Pool Stats - May
 - c. Arena Stats - May
 - d. Mary Kaeser Library Stats- May
 - e. May 2022 Statistics
6. Economic Development
7. Advisory Boards
 - a. Community Services Advisory Board Minutes
 - b. Economic Development Advisory Board Minutes- No Minutes
8. Bylaw / Policy Review and Development
9. Administration
 - a. Briefing Note – NIPD Closure
 - b. Briefing Note – Canada Day Road Closure
 - c. Appointment of Acting SAO
10. Other Business
11. Excusing of Councillors
12. Date of Next Meeting
13. Adjournment

Attached Documents		
 Statement of Disclosure of Interest		
 Vision and Values	 Community Services Minutes May 10, 20	
 May 2022 stats - patrons and circ.pdf	 5 Library Stats May 2022.pdf	 2022 Monthly Stats.pdf
 Economic Development Report		
 Briefing Note - NIPD Road Closure	 Briefing Note - Canada Day Road Closure	 CSAB Minutes May 24 2022.pdf



Town of Fort Smith
Code of Conduct for Council Members

ATTACHMENT A

STATEMENT OF DISCLOSURE OF INTEREST

Name of Council Member: _____

Date of Disclosure: _____

Council Meeting or _____

Committee Name: _____

Meeting Date: _____

Agenda Item: _____

Agenda Item Description: _____

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

Interest: Personal

 Pecuniary

Conflict of Interest:

Signature: _____ Date: _____

Councillor: _____

Office Use Only:

Recorded by _____ at: _____

Initials: _____

Date: _____

Vision

The vision statement outlines what our community wants to be. Our vision statement provides a basis for future decision-making and activities.

The Town of Fort Smith will work with our partners to enhance our excellent quality of life by respecting values, traditions, and healthy lifestyles. We will continue to advance as a unified, active and prosperous community.

Values

The mission defines how the Town will operate; it represents what is fundamentally important to us in how we work with each other and represent the citizens of Fort Smith.

- **Welcoming** – we are a friendly community which embraces our visitors, students and residents alike.
- **Innovative** – we take on new challenges in the pursuit of excellence.
- **Sustainable** – we are committed to sustainability in our Town’s operations and development.
- **Unified** – we work with Indigenous governments and our partners to implement our plans and achieve our goals.
- **Committed** – we operate professionally and to the highest ethical standards.



Town of Fort Smith
Community Services Standing Committee
Tuesday, May 10, 2022, at 7:00 pm

Chairperson: Cr. Fergusson

Members Present: Mayor Daniels, Cr. Tuckey , Cr. Korol , Cr. Campbell Cr. Macdonald, Cr. Pischinger Cr. Beaulieu D/M. Heron, Cr. Fergusson

Regrets :

Staff Present: Cynthia White, Senior Administrative Officer; Andrew Grenier, Director of Municipal Services Emily Colucci, Director of Community Services ; Amy Weber Executive Secretary

Guests:

1. Call to Order
Mayor Daniels called the meeting to order at 7:00 pm.
2. Declaration of Financial Interest
 - a. Statement of Disclosure of Financial Interest
3. Delegations
 - a. Seniors Society – President Mary Pat Short, the seniors are happy with the contract, just a few clerical fixes.
4. Review
 - a. Agenda – The agenda was reviewed and accepted as amended.
RECOMMENDATION
Moved by: Cr. MacDonald
Seconded by: Cr. Campbell
CARRIED UNANIMOUSLY
 - a. Minutes – The Community Services Standing Committee Minutes of April 11, 2022, were reviewed and adopted at the Regular Meeting of Council on April 18, 2022
2.
 - b. Vision and Values – The Vision and Values were reviewed.
 - c. Community Services Master Plan – The Community Services Master Plan was reviewed.
 - d. Economic Development Plan – The Economic Development Plan was reviewed.
5. Directors Report
 - Emily Colucci gave a review of the Recreational Stats.
 - Softball and Soccer will be starting up
 - All summer programming is set to start
 - Anti-poverty funding available to close “the digital divide”
 - Purchases of new computers and tablets and new printer
 - Lifeguard recruitment underway
 - Current lifeguards are being set up for National Lifeguard course

6. Economic Development
 Emily Colucci gave updates to council, there are new staff hired for the visitor's center.
 Self-guided tours of Fort Smith
7. Advisory Boards
- a. Community Services Advisory Board
 - i. CSAB Minutes Reviewed
 - ii. Down a few members
 - iii. Don Burnstick show for May 20th
 - b. Economic Development Advisory Board
 - i. EDAB Minutes Reviewed
 - ii. Down a few members
8. Administration
- a. Letter from User Groups re: Early Ice Time
Discussion – SAO gave some information as to what it would cost to open the arena earlier than scheduled. There is a significant cost to opening earlier, staff wages, summer maintenance would be affected as staff would need to be at the arena. Council would like actual numbers as to what it would cost to open early, challenges / programs that would be affected. Increase fees for the user group?
Infrastructure – Highway has water approaching, main road to and from Fort Smith – Ask the minister to come and address council and drive the highway. Currently the SR bridge has water encroaching. Water crossing at pebble creek, temporary fix, needs to be addressed when spring is here, there was no notice to the community regards to the water crossing being closed or down to one lane.
 - b. That Council invite the minister of Infrastructure to a council meeting to delegate
RECOMMENDATION
Moved by: Cr. MacDonald
Seconded by: Cr. Campbell
CARRIED UNANIMOUSLY
 - c. That Council invite the Superintendent of Parks Canada to council to discuss the plans on the road, and in the spirit of reconciliation to maintain the roads.
RECOMMENDATION
Moved by: Cr. Heron
Seconded by: Cr. Tuckey
CARRIED UNANIMOUSLY
- Communications** – Cr. McDonald - The community needs to be better informed about the rates and fees increase. This should be a priority to getting the info out, especially with the regards to bylaws. For example, changes to landfill, animal control. Cr. McDonald suggested a community channel. Cr. Campbell – Very surprised to see that the fee from a member at Smith Landing had gone from less than 50.00 to over 500.00.

9. Excusing of Councillors

10. Date of Next Meeting

The next meeting of the Community Services Standing Committee will be held on June 14, 2022 @ 7:00pm

11. Adjournment

RECOMMENDATION

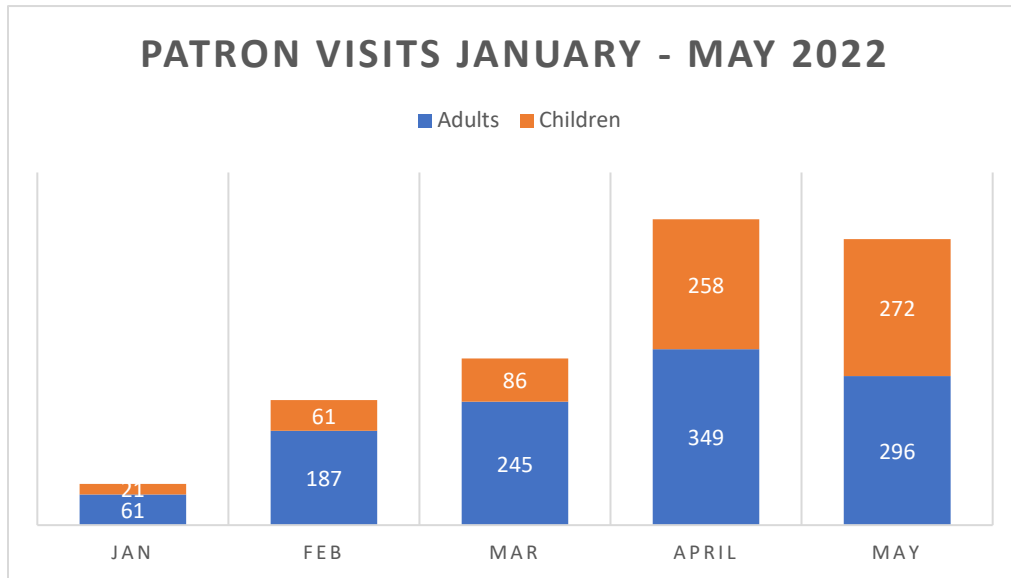
Moved by: Cr. McDonald

Seconded by: D/M Heron

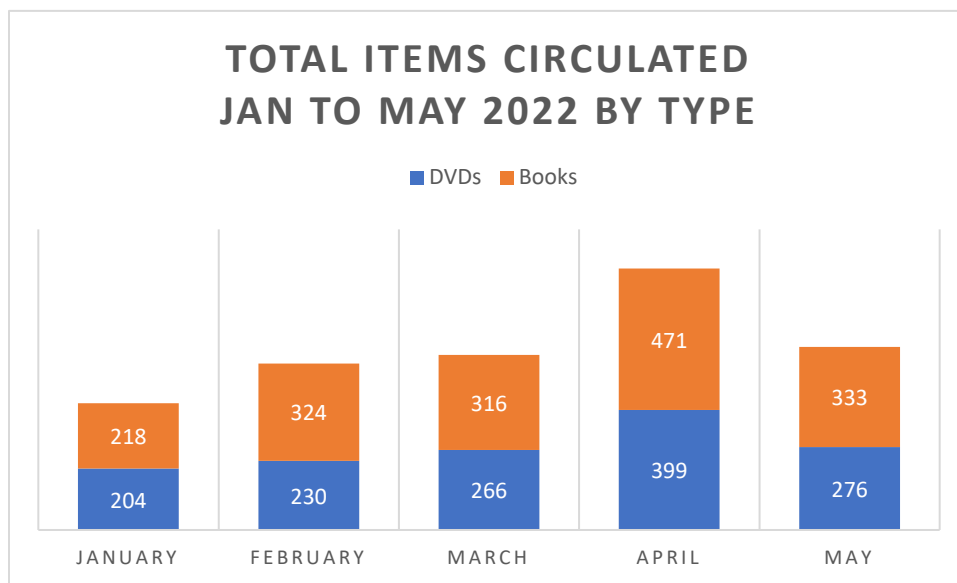
That the meeting be adjourned at 8:56 p.m.

CARRIED UNANIMOUSLY

May 2022 stats – Mary Kaeser Library



	Adults	Children
Jan	61	21
Feb	187	61
Mar	245	86
April	349	258
May	296	272



	DVDs	Books
January	204	218
February	230	324
March	266	316
April	399	471
May	276	333

Mary Kaeser Library
Activity Report May 2022

	May-21	Last Month	May-22	YTD
Adults		349	296	1138
Children		258	272	698
Total attendance	0	607	568	1836
CAP Computer Users		42	74	187
CAP Computer Hours		43.25	61.75	204
Wifi users		42	45	182
Programming:				
Family literacy		11	90	115
Adult programs		n/a	0	0
Tea & Tech		n/a	n/a	0
Friday Fun		15	56	71
holiday/spring break activities		150	n/a	150
Take-home kits		n/a	n/a	46
Total program Attendance	0	176	146	382
Other				
Circulation stats		873	609	2930
Inter-library loan requests (MKL patrons)		21	16	60
Inter-library loan requests (NWT patrons)		22	13	68
Reference		n/a	13	80
YouTube Views		0	0	38
Operational Hrs		122	128	577

Town of Fort Smith Community and Recreation Centre Stats

May-2022

Fort Smith Community and Recreation Centre	April Sessions	April Participants	May Sessions	May Participants
Squash	Operational for 28 days	99	Operational for 30 days	53
Pete's Gym	Operational for 28 days	1258	Operational for 30 days	1427
Senior Lane Swim	11 (closed 5 days)	40	17	81
Public Swim	17 (closed 5 days)	133	26	278
Family Swim	5	53	9	158
Public Lane Swim	17 (closed 5 days)	35	41	92
Parents & Tots Swim	11 (closed 5 days)	11 Parents; 14 Tots	17	13 Parents; 22 Tots
Daycare Swim	2 (closed 2 weeks)	29	8	148
ASCP Swim	6 (closed 2 days)	98	9	165
Pool Rentals	0 (no pool rentals)	0	16 Of 18 (8 by Kayak Club)	134
Drop-in Basketball	5	30	5	28
Drop-in Soccer	2	5	4	26
Drop-in Volleyball	4	14	4	20
Drop-in Badminton	8	9	9	14
ENR Fire Fighting Test			2	36
Parks Fire Fighting Test			1	18
PWK Fire Drill			1	114+121 total (235)
Farmers Market			1	236
CWG Hockey Fitness training (Jessica Cox)	13	79	-	-
Parents & Tots Gym	15 (gym used for ASCP)	98 Parents; 173 Tots	25	141 Parents; 348 Tots
Post Natal Class	1	16	2	16
Youth Night	9	190	8	157
Gym Rentals	13 of 27	328	15 of 24	181
Swim Lessons	0 (2 remaining in May)	0	2 of 2	42
Adult Swim Lessons	0	0	0	0
Family Drop-in Sports	4	21	5	10
Pickleball	4 (gym used for ASCP)	40	2 (gym used for Daycare)	19
Drop-in Sports	16	56	15	64
Zumba	2	9	9	41
Squash Tournament	-	-	3 days	51
Hatha yoga	2	30	8	136

Fort Smith Centennial Arena	April Sessions	April Participants	May Sessions	May Participants
Ball Hockey			4	128
Lacrosse			3	57
Comedy Show			2	644
<u>Comments:</u> .				

Fort Smith Child Care	April Sessions	April Participants	May Sessions	May Participants
ASCP	19	256/380	21	324/420
Daycare	19	10 FT, 7 HT, 55 Drop-ins	21	14 FT, 5 HT, 78 Drop-ins (HD)

JUNE 2022



Tourism

1. Visitor Information Centre is open and staffed

- We are already seeing visitors from out of the territory and international.
- Two summer staff have been hired to work at the Visitor Information Centre from May 16 – August 22.
- Visitor Information Statistics:
 - # of Guided tours provided: 3
 - # of Visitors to the Visitor Information Centre: 107

2. Marketing

- Cabin Radio advertising - Advertisement with the words “The pelicans are back” will be on the Cabin Radio website for the month of May. The target market is Yellowknife and NWT residents inviting them to visit Fort Smith this summer. The advertisement leads visitors to a Town webpage with a list of Fort Smith summer activities: www.fortsmith.ca/summertodo

3. Town Tour Self Guided App

- The Town staff are in the final stages of development for the Mystery Town Tour App and expect to have the App ready for visitors and residents by mid-summer.



Resident Attraction

1. Jobs in Fort Smith - webpage

The new webpage, listing all job postings (including private and government jobs), has the highest page views for the months of April and May, 2022.

- <https://www.fortsmith.ca/municipal/jobs-fort-smith>
- This demonstrates that the page is a valuable tool for job seekers interested in working in Fort Smith

2. Community Gardens – Open and ready for gardening

- The Town of Fort Smith is once again managing Mission Historic Park for the summer. The Climate Change Champion is managing the garden and hopes to work with gardeners and the community on workshops related to food security and climate change.



Resident Attraction

3. Welcome Bags for New Residents

- All items have been purchased for the Welcome Bags. Next steps will be to have relevant Town and business information for the bags ready by August 2022 and have bags ready to hand out to new residents in September 2022.
- The focus is to ensure new residents feel welcome in our community and have easy access to information and know about opportunities to meet new people.
- This is also an opportunity to provide current residents with information on what it means to be a welcoming community and invite residents to be community ambassadors to people who move here.

4. Energy Plan – Action Items

- Town staff are prioritizing energy plan action items and investigating how best to adapt operationally.

5. Conibear Park, Signage and Amenities

- Final selection process for stage look and design.
- Creating RFP for Interpretive signage for Conibear Park and the community.



Business Development

1. Small Community Employment Support Program / Fort Smith Job Creation Fund

- The Town staff have received funding for GNWT – ECE to support the program. A number of businesses have applied for the funding. The Town is in the process of creating contribution agreements with the participating businesses.

2. Youth Entrepreneur Program – Power Play

- The Town delegated to the DEA in May to provide information about implementing the program in the schools for fall 2022.
- The presentation was well received and the EDO will work with the principals and teachers on next steps.



Town of Fort Smith Community Services Advisory Board Tuesday, April 26, 2022

Regular Meeting
12:00 pm

Attendees:

- Allie McDonald
- Gail Hartop
- Jeri Miltenberger, Vice Chair
- Rohma Nawaz
- Mike Vassal
- John Morrison

Regrets:

- Jonah Mitchell, Chair
- Dianna Korol, Council Rep

Administration

- Emily Colucci, Director of
Community Services

A. Call to Order

Jeri Miltenberger called the meeting to order at 12:12 pm.

B. Delegations

None

C. Approval of the Agenda

MOTION

Moved by: John Morrison

Seconded by: Allie McDonald

CARRIED UNANIMOUSLY

D. Approval of the Minutes

MOTION

Moved by: Allie McDonald

Seconded by: Gail Hartop

That the minutes of April 26, 2022 be adopted as presented.

CARRIED UNANIMOUSLY

E. Business Arising from the Minutes

Stats- Board members commented that they would like more time to look at the stats and discuss them next month.

F. New Business

The Qatalyst report was very long and the board members would like more time to read for a more meaningful discussion. Jeri will send an email to discuss points between now and the next meeting. Emily added that Sections 4-6 are the most relevant for discussion.

Allie commented that a lack of places to stay in the community is a large barrier to travellers/visitors, using grad as an example. Also, incoming teachers lacking housing.

Jeri noted that there are office buildings being built, but not a comparable number of housing options permanent or temporary, being built. She asked that everyone submit comments via email for next months discussion.

Emily was asked about the progress of the CRC renovations, and she gave an update. Library would likely begin moving over in September.

G. Upcoming Events

Gail shared that the Anglican Church was hosting a Saxophone Quartet tonight.

Jeri shared that Jay and Lila Gilday would be in Fort Smith to perform June 9th at the Conference Centre. There will be children and adult programs at the museum this summer. Schedule coming soon.

Allie shared that Convocation is on Thursday May 26. Grad dinner on May 27. 17 Grads will be participating,

John shared that the College Convocation id coming up at the beginning of June.

H. Excusing of Members *MOTION*

Moved by: Mike Vassel

Seconded by: Gail Hartop

That Jonah Mitchell be excused.

I. Date of Next Meeting

TBD, 2022 at 12:00

J. Adjournment

MOTION

Moved by: Mike Vassal

Seconded by: Rohma Nawaz

The meeting was adjourned at 12:47 p.m.



BRIEFING NOTE

To: Community Services Committee

Date: June 14, 2022

Subject: Canada Day Road Closures

Purpose:

To request road closures for the Canada Day Parade route and celebration.

Background:

The Canada Day parade route and celebration road closures require Council's approval.

We will be posting the Canada Day parade route in all our advertising (posters, website, Facebook) to ensure residents know Canada Day is being held at Riverside Park with the corresponding parade route.

Recommendation:

That Marine Drive from Wapiti St to Mills St be closed to traffic on July 1, 2021 from 10:30 a.m. to 6:00 p.m. for the Canada Day Celebrations,

Furthermore, that Portage Ave. in front of the RCMP detachment to corner the of McDougal Road, along McDougal Road from Portage Ave. to Mills Street, and Mills Street, be closed for the Canada Day Parade from 11:30 a.m. to 1:00 p.m.



BRIEFING NOTE

To: Community Services Committee

Date: June 14, 2022

Subject: National Indigenous Peoples Day Road Closure

Purpose:

To request road closures for the National Indigenous Peoples Day celebration.

Background:

To create a safer celebration, we request that Rupert Ave be closed on June 21, 2022 for National Indigenous Peoples Day, from 9 am to 9 pm. The road closure requires Council's approval.

Recommendation:

That Rupert Ave be closed to traffic on June 21, 2022 from 9:00 a.m. to 9:00 p.m. for National Indigenous Peoples Day Celebrations.