



Town of Fort Smith Municipal Services Committee

Tuesday, April 14, 2020, at 8:15 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. 2020 Capital Plan
5. Directors Report
6. Protective Services Report
 - a. Fire Department – April 2020 Statistics and Training Report
 - b. Ambulance Department – 2020 Statistics
 - c. Bylaw Department – 2020 Statistics
7. Advisory Boards
 - a. Sustainable Development Advisory Board
 - i. SDAB Minutes March 12, 2020
8. Bylaw/Policy Review and Development
9. Administration
10. Other Business
11. Excusing of Councillors
12. Date of Next Meeting
13. Adjournment

Attached Documents		
 Statement of Disclosure of Interest		
 Municipal Services Minutes	 Vision and Values	 2020 Capital Plan
 Fire Statistics March 2020	 Ambulance Statistics March 2020	 Bylaw Statistics March 2020
 SDAB Minutes March 12, 2020		



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: _____



Town of Fort Smith
Municipal Services Committee Meeting
Tuesday, March 10th, 2020 at 8:15 pm.

Chairperson: Cr. Westwell
Members Present: Mayor Napier, D/M Smith, Cr. Campbell, Cr. Couvrette, Cr. Cox,
Cr. Pischinger, Cr. Beaulieu,
Regrets: Cr. McArthur
Staff Present: Keith Morrison, Senior Administrative Officer; Paul Kaeser,
Director of Municipal Services; Cynthia White, Director of
Community Services; Rohma Nawaz, Executive Secretary
Guests: Olivia Cox

1. Call to Order

Cr. Westwell called the meeting to order at 9:13 pm.

2. Declaration of Financial Interest

- a. Statement of Disclosure of Financial Interest

3. Delegations

4. Review

- a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Campbell

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

- b. Minutes – The minutes of February 18th, 2020, are to be reviewed and adopted at the Council meeting of March 17th, 2020. Cr. Couvrette inquired if there was an update or reminder for setting a meeting with the MLA. He noted that Council had discussed inviting delegates, and noted that this may be a pertinent time to invite Health and Social Services to delegate regarding COVID-19. He added that in the future they may speak to ITI regarding plans for Mission Park.

- c. Vision and Values – The Vision and Values were reviewed.

- d. 2019 Capital Plan – The Capital Plan was reviewed.

5. Directors Report

The Director provided a report on the operations of the Municipal Services Department. The Director of Municipal Services noted that the Arena season will be over in a few more weeks. He noted that they will be removing the ice for the Trade Show. He noted that the department of Public Works has been busy with snow removal. The Director of Municipal Services noted that as per WSCC direction and the collective agreement the work alone policy has been implemented. He added that Municipal operations and the landfill will be operation for the Frolics half-day closure. He added that the landfill will be closed on Saturday from 1:00 – 2:00 p.m. to accommodate the dog races.

D/M Smith noted that a number of Bell Rock residents did not receive their water fill up. He inquired regarding a need for an after hours phone number. Administration noted that traditional staff work form 8:00 a.m. to 5:00 p.m. after which someone's number is available, but noted that there has been no official after hours number and typically he or an employee is

contacted. He added that as part of the re-organization they will have an staff member working evenings at the RCC and are looking to have a after hours point of contact available there. Administration added that certain times delivery is missed due to vehicles obstructing the water trucks path. Cr. Campbell noted that Woodbison and other roads have not been graded and inquired if there were problems with the grader. Administration noted that the grader has been functioning, and added that it is a prioritization exercise where they address main streets and streets more at risk first. He noted that they are open to comments from residents.

6. Protective Services Report

- a. Fire Department – The February 2020 statistics and training report was reviewed.
- b. Ambulance Department – The February 2020 statistics report was reviewed.
- c. Bylaw Department – The February 2020 statistics report was reviewed.

7. Advisory Boards

- a. Sustainable Development Advisory Board
 - i. SDAB Minutes February 13th, 2020 – The SDAB minutes were reviewed.

8. Bylaw/Policy Review and Development

- i. Bylaw 1005 Appoint a Fire Chief Adam McNab – The draft bylaw was reviewed.

RECOMMENDATION

Move By: Cr. Cox

Seconded By: Cr. Couvrette

That Bylaw 1005 to appoint Adam McNab as fire chief be moved forward to the next regular meeting of Council.

CARRIED UNANIMOUSLY

9. Administration

- i. Forest Fire Preparedness Meeting Minutes – The minutes were reviewed. Administration noted that the meeting was held as ENR wanted to present the updated Community Wildfire Protection Plan. He noted that the represented included as listed on the minutes, and that NTPC was contacted but did not respond, and MACA had confirmed attendance but did not arrive. He noted that the plan lists deliverables and discusses all aspects of fire abatement including large areas and work with residents to complete fire smart protection. He noted that at these meetings there is no offering of funds to complete these activities by the stakeholders present. He noted that ENR has a team of fire smart specialists, but the Town is expected to take responsibility for fire smart leadership. He added that the Department of Lands highlighted all the rules and regulations that are in place and would need to be met in order to conduct fire abatement measures, and added that ENR believes in fire abatement but is a reactive organization and their responsibility lies with firefighting. Administration noted that by far the most engaged participant was Smith's Landing First Nation. He noted that Alberta has significant funds dedicated towards fire abatement, whereas the GNWT has \$75,000 allocated for the whole territory. Administration highlighted that the Minister of Lands has stated that they want to take an active role in fire abatement, but no funds have been put forth, and are highlighting the paperwork that is to be completed instead. He noted that the GNWT Department of Lands is unwilling to do fire abatement exercise on commissioners land within municipal boundaries in Fort Smith because the trees are holding the land together and the land will slide into the river if

they do, and added that this is their position as stated by the Superintendent of Lands. He noted that these minutes are before Council for review and added that there is a need for another meeting, and it is up to the Town to host the meeting as no other stake holder has taken leadership in then matter. Administration noted that they are considering hosting the next meeting with a smaller group with those willing to take action such as the Indigenous Governments, Wood Buffalo National Park and ENR.

D/M Smith noted that Council needs to follow up with the Minister Directly regarding the Department of Lands as this is not an appropriate response to community wildfire protection by any arm of the GNWT. Administration noted that when concerns were raised regarding Fort Smith being high risk, the Department of Lands noted that the entire South Slave is high-risk as we live in the forest. He noted that it is discouraging if work is deterred for other departments to conduct fire abatement. Cr. Couvrette noted that the topic of fire protection preparedness plan and concerns with the Department of Lands should be added as an agenda item for the next Municipal Services Meeting.

- ii. BN Capital Planning – The briefing note was reviewed. Administration noted that the briefing note is largely similar to last years. He noted that the first reason is that significant work was not completed in 2019 in advancing the Capital Plan, and therefore items are being carried forward. He stated that if Council looks at the twenty year plan, a number of things came up in 2018 and 2019, but there were not many items for 2020. He noted that therefore they are in 2019 again in terms of items. He added that the twenty year capital plan was annotated to include new items that came up in 2020 and therefore the financial analysis is all fundamentally the same as year. He reminded Council that they may re-inform themselves of the information that was presented last year, and can go over the detail again if Council wishes. Administration referred to the colour coding, and noted that items in yellow were things that were included last year and went into the 2019 Capital Plan and for most intents and purposes carried over into 2020. He added that items in green are new items that show up in 2020. Administration noted that these include a pressure washer hotsy and a freightliner water truck. Administration referred to text highlighted in red, and noted that these items were decided to be risk managed and the Town has chosen not to replace these. Administration reviewed the 2020 update section of the briefing note. Administration noted that he is faced with a need to maintain services at the Snowboard park but the Department of Lands has asked for the structures to be moved. He noted that the structures were placed there as they foresaw the need to develop riverside park into a festival area. Administration noted that lands does not want the Town to develop on these land, and noted that if the Department of Lands moves the facility and the process is entered to access the property, he noted that he is confident the negotiations won't be completed until the start of the next season. Administration noted that they can move the structure and develop the snowboard park from the bottom, but that leaves the development of riverside park in question. Administration added that the Downtown development plan always had the development of Conibear Park and Riverside Park in them, but added that there has been community opposition to Riverside Park, and noted that Council may wish to only develop Conibear Park and develop the Snowboard Park at the bottom of the hill. He noted that direction is request from Council on this, and a level of community consultation will be required.

10. Other Business

11. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Beaulieu

That Cr. McArthur be excused from the Municipal Services Standing Committee Meeting on March 10th, 2020.

CARRIED UNANIMOUSLY

12. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on April 14th, 2020.

13. Adjournment

RECOMMENDATION

Moved by: Mayor Napier

Seconded by: Cr. Couvrette

That the meeting be adjourned at 9:59 pm.

CARRIED UNANIMOUSLY

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
2020 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Budget 2020	Project Details (Details, issues, comments)	Funding Source
Corporate Services	\$ 970,000		
IT Plan	\$ 25,000	Complete IT Plan and upgrade as required to connect all Town facilities.	CPI
IT Evergreen	\$ 10,000	Annual IT replacement; \$10,000 annually for computers.	CPI
2019 IT Evergreen	\$ 50,000	2019 IT replacement; \$30 servers, \$10k 2019 computers, \$10k 2019 computers.	CPI
Performance Reviews	\$ 25,000	Retain a consultant to review Town performance evaluation processes and criteria to ensure consistency across departments and support supervisors in performing this task.	CPI
Engineering Standards	\$ 25,000	Develop Engineering Standards for utility installations, as well as property developments such as drainage and driveways.	GAS TAX
Climate Change Adaptation Plan	\$ 25,000	Retain a consultant to develop a Climate Change Adaptation Plan as required by the Strategic Plan. Intent is to solicit external funding for this project.	TBC
Housing Needs Study	\$ 25,000	Retain a consultant to perform a Housing Needs Study as per Council Motion. Intent is to solicit external funding for this project.	TBC
Energy Plan Update	\$ 25,000	Retain a consultant to update the Town Energy Plan as per Council Motion. Intent is to solicit external funding for this project.	TBC
Slope Stability Design	\$ 155,000	Consultant hired to provide engineering design to reduce the grade of the riverbank slope to reduce incidence and risk of slope failure	CANNOR
Economic Development Zone	\$ 50,000	\$50k pending from CanNor for study into creating an industrial zone with inexpensive interruptible Talso Hydro.	CANNOR
Strategic Marketing Plan	\$ 50,000	Retain a consultant to develop a Strategic Marketing Plan as per Council Motion. Includes pending \$42.5k ITI funding for initiative.	CPI / ITI
Energy Upgrades	\$ 480,000	Energy upgrades for the Water Treatment Plant, 7-bay Garage and Animal Shelter as per the Arctic Energy Alliance municipal building audits. Includes \$360k INF funding for project.	GAS TAX / INF
Asset Management System	\$ 25,000	Hire staff to collect data for the Asset Management System.	GAS TAX
Municipal Services	\$ 7,690,000		
Works	\$ 515,000		
Drainage	\$ 50,000	Continue work to address drainage issues identified in Drainage Plan. Areas of focus to include Mills, King at Cumming, and complete Conibear.	GAS TAX
Sidewalk Repairs and Improvements	\$ 100,000	Repair McDougal retaining wall, repair various sidewalk breaks.	GAS TAX
Engineering Services	\$ 50,000	Design services for water and sewer as-builts, as-and-when engineering, etc.	GAS TAX

**TOWN OF FORT SMITH
2020 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Budget 2020	Project Details	
		(Details, issues, comments)	Funding Source
Attachments	\$ 80,000	Replacement Grader circle. Existing Grader is in good condition although at end of life. Replacement Grader estimated to cost \$500,000.	CPI
Bobcats	\$ 15,000	Annual Bobcat trade-in.	CPI
Dump Truck	\$ 150,000	Replace 2002 Tandem Dump Truck. Existing unit will be surplus.	CPI
Sand Spreader	\$ 20,000	Replace 2002 Sand Spreader. Existing unit will be retained as backup to new unit.	CPI
Flat Bed Truck	\$ 50,000	Replace 2002 Flat Bed Truck. Existing unit will be surplus.	CPI
Facility Maintenance	\$ 120,000		
F150 4x4	\$ 35,000	Replace 2009 Facility Maintenance truck; existing unit will be surplus.	CPI
Tool Van	\$ 35,000	Add new Facility Maintenance Tool Van to fleet to add functionality to department and address increased transportation requirements given increased number of staff.	CPI
Mowers	\$ 50,000	Replace \$30,000 2002 4WD Mower and \$20,000 2011 Mower. Existing units will be surplus.	CPI
Protective	\$ 1,040,000		
Fire Abatement	\$ 10,000	Recurring Fire Abatement. Intent is to use 2020 funds for Fire Smart training for staff and residents.	RESERVE
Fire Smart	\$ 150,000	Tamarak Trailer Court and the Westgrove development require fire abatement.	TBC
Fire Truck	\$ 550,000	Legislation requires replacement of 1999 Fire Truck by 2019 and procurement takes approximately one year; required that the Fire Truck be ordered in 2018. Existing unit will be surplus.	RESERVE
Emergency Equipment	\$ 140,000	All Breathing Apparatus require replacement.	RESERVE
SUV	\$ 55,000	Replace 2009 Bylaw Truck with SUV; existing unit will be surplus.	RESERVE
Street Lighting	\$ 75,000	NTPC installation of 50 new street lights.	RESERVE
Communications Equipment	\$ 50,000	Current radios and communications systems dated and at end of useful life. Communication systems require review and equipment requires replacing.	RESERVE
Animal Shelter Minor Capital	\$ 10,000	Complete mid-life retrofit of building.	RESERVE
Environment	\$ 35,000		
Landfill Minor Capital	\$ 25,000	Removal of hazardous and diverted items (soil, batteries, electronics, whites, car hulks, scrap metal, oil tanks and drums).	RESERVE
2019 Landfill Minor Capital	\$ 10,000	Removal of freon from whites.	RESERVE
Utility	\$ 5,980,000		
Fire Hydrant Replacement	\$ 10,000	Upgrade one hydrant.	GAS TAX
Vacuum Truck Replacement	\$ 180,000	Replace 2004 Vacuum Truck. Existing unit will be retained as backup to the new unit.	GAS TAX
Hotsi	\$ 45,000	Replace 2005 Hotsi steamer unit. Existing unit will be retained as backup to the new unit.	GAS TAX

**TOWN OF FORT SMITH
2020 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Budget 2020	Project Details	
		(Details, issues, comments)	Funding Source
CWWF Project	\$ 5,000,000	In 2016, \$3.75M was approved as part of the Clean Water and Wastewater Fund Federal funding initiative. The approval requires a contribution of \$1.75M by the Town, for a total project value of \$5.5M. Approximately \$500k of this was expended in 2018.	GAS TAX / CWWF
Water and Sewer System Upgrades	\$ 250,000	Replacement and upgrade of various system components including: pumps and pump controllers, building improvements, welding repair, manhole insulation, trucked and piped water metering upgrades, valve and curb stop replacement.	GAS TAX
Water Truck Fill Station	\$ 75,000	Construction of an appropriate water truck fill station.	GAS TAX
Water Treatment Plant Upgrade Design	\$ 200,000	Design services for upgrades to the Water Treatment Plant.	GAS TAX
Sewer Flusher	\$ 145,000	Replace 2002 Sewer Flusher. Existing unit will be retained as backup to the new unit.	GAS TAX
Environmental Studies	\$ 50,000	Consulting and contracting fees for completion of Water Licence deliverables, including development and sampling of Landfill boreholes, and annual reporting.	GAS TAX
2019 Environmental Studies	\$ 25,000	Consulting and contracting fees for completion of Water Licence deliverables, including development and sampling of Landfill boreholes, and annual reporting.	GAS TAX
Community Services	\$ 8,222,000		
Community Services Master Plan	\$ 50,000	The current Community Services Master Plan was completed in 2012 and requires updating.	CPI
Community Art Initiative	\$ 12,000	\$12k ECE funds received for two community art initiatives; Arena mural and Cemetery gate.	ECE
Downtown Development	\$ 310,000	Funding to implement Downtown Development strategy. Work to include Snowboard Park completion, repair and replace Boardwalk and Lookout, landscaping, Conibear Park development, Cemetery expansion, and Design Standards development. Includes pending \$60k ITI funding for Conibear Park parking.	CPI / ITI
Utility Extension	\$ 150,000	Water infrastructure required for Snowboard Park development.	GAS TAX
Track Development	\$ 90,000	Goods and services required to complete development of the track and field facility, including potential light systems, irrigation systems, completion of fencing, permanent relocation of change car, development of shotput and javelin facilities, and jumping pit improvements. Funds would also be used for Tennis Court and Skate Park upgrades. Includes pending \$15k donation from Tennis Society.	CPI / DONATION

**TOWN OF FORT SMITH
2020 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Budget 2020	Project Details	
		(Details, issues, comments)	Funding Source
Parks and Playgrounds	\$ 50,000	Replace equipment as per the Parks Plan. Remaining parks are Kid City and Kay Ferguson. These are larger structures that will cost approximately \$50k each. Intent is to budget \$50k per year for the next three years; installation of both would occur in 2022.	CPI
2019 Parks and Playgrounds	\$ 50,000	Replace equipment as per the Parks Plan. \$90,000 worth of equipment was purchased in 2018 and requires installation in 2019.	CPI
CRC Renovations	\$ 4,000,000	The RCC is due for a mid-life retrofit and the Library is at end of life. TAG Report estimates costs to renovate RCC at \$2M, and Library at \$2M. \$2.5M will be funded by the Federal Small Communities Fund.	CPI / SCF
Town Hall	\$ 3,400,000	The Town Hall is at end of life. TAG Report estimates costs to replace Town Hall at \$3.4M.	CPI
Arena Additions	\$ 100,000	Completion of Arena renovations including Mezzanine washrooms, purchase of furniture and equipment, change room fit-up, service entrance relocation, sprinkler standpipe relocation, additional door hardware, exterior landscaping, DHW, board replacement, water fountains, and fall arrest anchors.	CPI
Recreation Program Equipment	\$ 10,000	Fitness and gym equipment requires replacing, and software requires updating.	CPI
Capital Project Total Summary	\$ 16,882,000		
2018 Audit Balances			
		Proposed 2020	Balances
Unspent CPI	\$ 4,044,740		
2019/20 CPI	\$ 1,251,000		
2020/21 CPI	\$ 1,251,000		
Total CPI	\$ 6,546,740	\$ 6,037,500	\$ 509,240
Unspent Gas Tax	\$ 825,858		
2019/20 Gas Tax	\$ 913,000		
2019 Gas Tax Top-up	\$ 913,000		
2020/21 Gas Tax	\$ 913,000		
Total Gas Tax	\$ 3,564,858	\$ 3,125,000	\$ 439,858
General	\$ 1,088,525		
2019 Contribution	\$ 125,000		
2020 Contribution	\$ 125,000		
Total General Reserves	\$ 1,338,525	\$ 890,000	\$ 448,525
Utility	\$ 2,695,440		
2019 Contribution	\$ 100,000		
2020 Contribution	\$ 100,000		
Total Utility Reserves	\$ 2,895,440	\$ -	\$ 2,895,440
Environmental	\$ 100,000		
2019 Contribution	\$ 150,000		
2020 Contribution	\$ 150,000		
Total Environment Reserves	\$ 400,000	\$ 35,000	\$ 365,000

**TOWN OF FORT SMITH
2020 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Project Details		
	Budget 2020	(Details, issues, comments)	Funding Source
CWWF	\$ 3,375,000		
SCF	\$ 2,500,000		
ITI	\$ 102,500		
TENNIS SOCIETY	\$ 15,000		
ECE	\$ 12,000		
CANNOR	\$ 205,000		
INF	\$ 360,000		
TBC	\$ 225,000		
Total Other Funding	\$ 6,794,500	\$ 6,794,500	\$ -
Total Capital and Reserves	\$ 21,540,063	\$ 16,882,000	\$ 4,658,063



Town Of Fort Smith Protective Services

Box 147 - 174 McDougal Road Fort Smith NT

Fort Smith NT X0E 0P0

PH : 867-872-2674

Page 1 of 1

Date

Apr 2 20

Incidents

Number	Date	Alarm Time	Response Type Description	Address
20-011	Mar 31 20	20:25:00	No Fire (standby only)	594 Calder Av, Town of Fort Smith
20-010	Mar 28 20	14:23:00	False Alarm (Good I...	386 Calder Av, FORT SMITH
20-009	Mar 14 20	19:33:00	Vehicle Fire	14 Highway Five, FORT SMITH
20-008	Mar 14 20	09:30:00	Investigation (no f...	15 Wapiti St, FORT SMITH
20-007	Mar 13 20	16:05:00	Structual Fire	15 Wapiti St, FORT SMITH

5 Records Printed



Town Of Fort Smith Protective Services

Box 147 - 174 McDougal Road Fort Smith NT

Fort Smith NT X0E 0P0

PH : 867-872-2674

Date

Apr 2 20

Meeting/Training List

Date	Number	Session Type	Subject/Meeting Type	Instructors
Mar 18 20	20-006	Meeting	Meeting	
Mar 4 20	20-005	Training	Training	

2 Records Printed

Fort Smith Volunteer Ambulance Monthly Report

Mar-20

Date	Start Time	Incident/Activity	# of Crew	End Time	Comments/Issues
2020-Mar-06	13:30	2	2	15:15	
2020-Mar-06	19:20	T	2	20:15	
2020-Mar-06	20:14	T	3	21:40	
2020-Mar-07	9:55	T	2	11:45	
2020-Mar-07	21:40	2	3	23:00	
2020-Mar-08	11:20	2	2	11:45	
2020-Mar-11	14:25	2	2	15:30	
2020-Mar-12	5:33	1	4	6:15	
2020-Mar-13	14:30	3	2	22:00	
2020-Mar-17	11:40	1	3	12:55	
2020-Mar-17	11:40	2	3	13:19	
2020-Mar-17	13:15	M	2	16:00	
2020-Mar-18	10:52	2	3	12:00	
2020-Mar-21	9:50	Z	5	12:00	
2020-Mar-22	2:00	2	2	3:00	
2020-Mar-22	4:00	T	2	5:30	
2020-Mar-22	9:15	2	2	10:30	
2020-Mar-22	15:50	1	2	17:15	
2020-Mar-24	20:40	2	2	21:50	
2020-Mar-30	13:20	1	2	13:57	
2020-Mar-31	20:20	3	3	21:40	

Type of Call	Mar-20	Year to Date	Last Month
Code 1 = Life treating incident	4	10	3
Code 2 = non Life threatening incident	9	14	4
Code 3 = Fire support	2	2	0
Code Medevac = Medevac flight support	1	14	6
Code Transfer = Transfer of patient	4	5	1
Code Zulu = Transfer of deceased person	1	2	0
Total:	21	47	14

Total Estimated Person Hours	84.3
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Additional Comments: DO NOT EDIT red CELLS - AUTO FILLED



Town Of Fort Smith Protective Services

Box 147 - 174 McDougal Road Fort Smith NT

Fort Smith NT X0E 0P0

PH : 867-872-2674

Date

Apr 2 20

Bylaw Infractions

Officer	Date	Bylaw Incident N...	Name	Bylaw	Infraction
Gavin Burke	Mar 4 2020	20-024		Traffic Bylaw	11 Speeding (31-50 KPH over the limit)
Gavin Burke	Mar 5 2020	20-025		Traffic Bylaw	33 Unauthorized parking on a roadway
Gavin Burke	Mar 9 2020	20-026		Traffic Bylaw	33 Unauthorized parking on a roadway
Gavin Burke	Mar 10 2020	20-028		Motor Vehicle Act	Driving while using a restricted electronic ...
Gavin Burke	Mar 10 2020	20-027		Animal Control B...	5.1 No owner shall allow their dog to run at...
Gavin Burke	Mar 30 2020	20-030		Animal Control B...	5.1 No owner shall allow their dog to run at...
Gavin Burke	Mar 30 2020	20-029		Traffic Bylaw	11 Speeding (31-50 KPH over the limit)

7 Records Printed



Town of Fort Smith Sustainable Development Advisory Board Minutes March 12, 2020

Regular Meeting

12:00 pm in Council Chambers

Attendees:

- Tim Gauthier(Chair)
- Alyssa Etsell
- James Douglas
- Adam Bathe

Regrets:

- John Gray
- Cam Zimmer
- Frank Lepine

Staff:

- Keith Morrison
- Paul Kaeser
- Rohma Nawaz

A. Call to Order

Tim called the meeting to order at 12:17 p.m.

B. Delegations

C. Approval of Agenda

MOTION

Moved by: James Douglas

Seconded by: Adam Bathe

That the agenda be adopted as presented.

CARRIED UNANIMOUSLY

D. Approval of Minutes

MOTION

Moved by: Adam Bathe

Seconded by: James Douglas

That the minutes of February 13, 2020 be adopted as amended.

CARRIED UNANIMOUSLY

E. Business Arising from the Minutes.

Adam Bathe noted that he may bid for work regarding the Energy Plan, and will declare a conflict and excuse himself when required.

F. New Business

- a. **Town of Fort Smith Energy Plan Follow Up** – Administration noted that the Capital Plan will be before Council for approval on Tuesday. He noted that the Emergency Plan is presented as unfunded in the Capital Plan to create a trigger to

solicit external funds as much as possible. He noted that they can continue to develop the RFP. He noted that SDAB may write it, or Administration may write for SDAB to review. He added that if the RFP is presented to SDAB, Adam would declare a conflict of interest. Tim noted that as per previous SDAB discussions consensus seems to be towards having Administration write the RFP. Administration inquired if SDAB would search for funding. Tim noted that this would be an ideal role for SDAB. Administration noted that a lot of funding is application based and has other requirements, and noted that SDAB may communicate with Administration regarding what they have found and what the requirements may be. Tim suggested having a working group within SDAB to do this. He noted that he would contact people via email with information.

Administration noted that Town has land that is zoned for future urban reserve. He noted that it does not have any residential properties around it, but is across the highway from the Power Corp. substation and the water station. He noted that there is no industrial property in the community, and so these would be RFP based so they can manage use of it. He noted that they are looking to bring blue collar industry to the community, and would consider subsidizing property taxes, water and sewer. He noted that they are looking to work with the Power Corporation to make the \$0.8/KW interruptible electricity and to make it available for industry. He noted that they were going to make it available to Hay River, and so they should for the Town as well. He noted that they have received a positive initial response from the Power Corporation regarding this. Administration noted that they are presuming industry that will make low volume but high value commodities such as bitcoin mining, hydroponics, wood pellets etc. he noted that they are not going to design the industry, but to create an environment that sustains it. He noted that the application to CANNOR includes \$25,000 to complete the engineering analysis for developmental cost and a \$25,000 business case study. Mr. Morrison noted that they are looking to create a blue collar industry to have a more sustainable economy. Tim inquired regarding the feasibility of the Town to become a seller of power. Administration noted that this is possible, as they have the business aspects to make this happen such as administration and HR. He noted that the Town is taking over the Daycare for similar reasons, that they do not have overhead costs due to existing infrastructure. Administration noted that the Power Corporation has the ability to bulk sell power, which can be used for the industrial zone. Tim noted that they may attract commercial interests and specific industries in this manner. Administration noted that if you start providing it commercially then you are sitting on the Power Corporation infrastructure. Administration noted that if they want to sell power using the Power Corporation infrastructure there are models for that.

Tim noted that the Town has a specific population and that they are subsidizing a portion of the population, and noted that the municipality has been called upon to play a larger role in running affairs of Town, and inquired where revenue stream would come from in the future. He inquired if they can build their own infrastructure in coming years, starting with the industrial land. Administration noted that the housing study is on the Capital Plan and if SDAB may look for funding for this as well. Administration noted that if funding is not found they will bring this back to SDAB to request funding from the Town.

Cr. Westwell noted that the Town has the ability to make all of their buildings greenhouse gas neutral. Administration noted that there won't be a lot left once they leave the Town Hall, Library and Fire Hall. He noted that the RCC is fueled by pellet, and Seven-Bay may be converting to pellet. He added that the Arena is powered by electric heat and the Water Plant is converting to electric as well. He noted that what's left would be the landfill trailer and the animal shelter. Tim noted that they have the ability to position the community as forward looking environmentally sustainable community. Tim noted that they are also looking at converting the museum to electric as well. He noted that they should pursue this and have this be the outward face.

Administration noted that one of the biggest problems with changing heating sources is converting every building. He noted that they already have existing storage, and with oil it is there when required. He noted that a problem with renewable energy is storage capacity. He noted that if that spare electricity can be converted to oil, you can use all your existing storage mechanisms and infrastructure. He noted that there is enough spare electricity in Taltson to create enough Diesel fuel to support Fort Smith. Adam noted that they are currently contracted with GNWT to investigate potential for doing what they did with pellets and to create a market for bio fuel and look at local production. Cr. Westwell noted that a challenge with becoming a capital producer would be costs for infrastructure, and inquired if this would be feasible. Administration noted that they are a good community to be a test case.

Administration noted that out of strategic planning session came a call for climate change adaptation study and noted that this is in the Capital Plan as externally funded as well, and if SDAB could look into the funding opportunities available for this.

G. Date of Next Meeting

The next SDAB meeting will be held on April 2nd, 2020 at 12:00 pm in Town Hall Council Chambers.

H. Adjournment

MOTION

Moved by: Alyssa Etsell

That the meeting be adjourned at 1.03 pm.

CARRIED UNANIMOUSLY