




Town of Fort Smith Municipal Services Committee

Tuesday, October 8, 2019, 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. 2019 Capital Plan
5. Directors Report
6. Protective Services Report
 - a. Fire Department Statistics and Training Report – September 2019
 - b. Ambulance Department Statistics – September 2019
 - c. Bylaw Department Statistics – September 2019
7. Advisory Boards
 - a. Sustainable Development Advisory Board
 - i. SDAB Minutes September 5, 2019
 - ii. SDAB Minutes October 3, 2019
 - iii. SDAB Housing Affordability and Needs Analysis
 - iv. SDAB Appointment Alyssa Etsell
8. Bylaw/Policy Review and Development
9. Administration
10. Other Business
 - a. In-Camera Session *CTV Act S.23(3)(g)* the setting of minimum tax sale prices under the *Property Assessment and Taxation Act*.
11. Excusing of Councillors
12. Date of Next Meeting
13. Adjournment

Attached Documents
 Statement of Disclosure of Interest
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  Municipal Services Minutes September </div> <div style="text-align: center;">  Vision and Values </div> <div style="text-align: center;">  2019 Capital Plan </div> </div>
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  Fire Statistics and Training September </div> <div style="text-align: center;">  Ambulance Statistics September </div> <div style="text-align: center;">  Bylaw Statistics September 2019 </div> </div>
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  SDAB Minutes September 5, 2019 </div> <div style="text-align: center;">  SDAB Minutes October 3, 2019 </div> </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <div style="text-align: center;">  SDAB Housing Affordability Summary </div> <div style="text-align: center;">  SDAB Appointment Alyssa Etsell </div> </div>



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, September 10th, 2019 at 8:15 pm.

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

1. Call to Order

Cr. Westwell called the meeting to order at 8:01 pm.

2. Declaration of Financial Interest

- a. Statement of Disclosure of Financial Interest – There were no disclosures of financial interest.

3. Review

- a. Agenda – The agenda was reviewed. Cr. Couvrette requested discussion on the Chip Sealing of Highway 5 and the Hay River Runway Overlay 05-23 Tender Project be added to the agenda.

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Pischinger

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

- b. Minutes – The minutes of August 13th, 2019, were reviewed and adopted at the Council meeting of August 20th, 2019. Cr. Cox noted a typo in the August 13th minutes.

Cr. Couvrette expressed gratitude for the work put into the all-candidates forum and commended Cr. Cox on moderating. He was disappointed as the questions he submitted on behalf of Town Council were changed from submission. He noted that background information was left out of the questions which changed the context of what was being asked. He requested that the questions be resubmitted to candidates and a response be submitted in writing to post on the website. Cr. Westwell advised that written material wasn't provided to the candidates beforehand and that preamble questions were not accepted. He indicated that he shortened the questions by removing the preamble. Cr. Cox appreciated the time and effort put into the preamble but didn't feel it would have changed the answers to the questions. She suggested that if Cr. Couvrette felt that the answers would be different with the preamble submitted she would not object to submitting the questions in written form for submission. Cr. Couvrette advised that the questions were circulated to Council and that he assumed that they were of an acceptable format. He suggested that it be the decision of Council if they should be answered further with the background context. Cr. Campbell and Cr. Beaulieu agreed with Cr. Couvrette to resubmit the questions. Cr. Pischinger thought the questions from the Town were quite wordy and was unsure if the candidates understood the question but agreed to submit the preamble with the questions. Cr. Westwell noted that the final form of questions wasn't circulated for security reasons.

- c. Vision and Values – The Vision and Values were reviewed.
- d. 2019 Capital Plan – The Capital Plan was reviewed. Cr. McArthur requested an update on the Water and Sewer Project. Administration has received an updated schedule and felt that the schedule was not attainable given the time allotted. He noted that the contractor acknowledged that there would be no paving this year and that work would cease once frost enters the ground affecting to the temporary water lines. He advised that there is the need to rationalize the end of season with the phases of work required to be completed. Administration noted that the contractor is currently stripping asphalt on Breynat Street from Mercredi Avenue to the main four-way intersection. The work will be completed and the road reinstated with gravel for the rest of the work to continue next year. Administration is working with the GNWT to extend CWWF funding as it expires on March 31st, 2020. He advised that the options provided by MACA was to modify the scope, terminate the contract, or extend the contract. He noted that there is the option to forgo other Federal funding opportunities but suggested other opportunities would be used for the Landfill. He felt that the only viable option would be for an extension and thinks the Town meets the criteria for this. He added that the contractor is in the process of implementing temporary water services to the Health Centre and Northern Lights Special Care Home, and that the Director has been doing a good job working with the affected institutions to ensure zero interruptions while the work occurs. He added that alternate routes to the Health Centre are being established while the work continues.

D/M Smith was appreciative of the update and agreed that extending the project is the only option. He asked if Council could provide any political support to execute the extension and hopes the work won't be jeopardized by a delinquent contract. Administration has observed local employment for the work provided that the contractor is not from the community.

4. Directors Report

The Director provided a report on the operations of the Municipal Services Department. Administration advised that the department has been working on multiple projects throughout the summer and performed contract management. He added that the Director of Community Services managed differed aspects of the playground installation and pool liner replacement.

The Director of Municipal Services advised that the Water Tower was reinstated on August 20th, twenty-five days after the Tower was shut down. He noted that at the last meeting, Administration had indicated that the Tower was only to be off four-days which requires 24-hour operation of the Water Treatment Plant staff and that due to legal requirements and staff burnout, different employees assisted the WTP during that time.

The Director advised that the playground installers and Facilities Maintenance staff dedicated many hours to the installation of the new playgrounds. He noted that it was decided at an administrative level and with Blue Imp playground installers, that clean sand was a more economic option for the playground facilities. He added due to heavy equipment used on the parks, the Town will need to reinstate the surface and replant grass.

The Director stated that the pool liner installation went a week longer and that Facilities Maintenance staff are now preparing for CIMCO to commission the ice plant.

The Director advised that Facilities Maintenance staff are becoming more efficient at collecting garbage without pickers riding on the back of trucks by using flatbed trucks. He stated that the Town is looking to potentially get pickers back on the garbage truck and that WSCC has advised that they would consider a fall-restraint system. He noted that anchor points would be required to be certified and engineered. He is hoping to have the system reinstated to take pressure off crews.

Cr. Cox requested an update on the water truck roll-over accident that happened in August. Administration replied that an internal investigation was performed through standard process and that information was requested from WSCC. He noted that there was no indication of a mechanical malfunction or gaps in operator training. He added that the Town is preparing a tender for the new water truck. He noted that the other water truck is down and that there are no local contractors available to provide potable water. He advised that the Town would be renting a water truck from Hay River and that the cost is covered through insurance.

Cr. McArthur asked if the changes in garbage pick-up service is costing the Town more in wages and asked how much longer the Town anticipates the service to run on extended hours. Administration replied that he doesn't have the additional costs on hand and noted that the garbage truck and one picker is collecting from dumpsters and that the flatbed is picking up household. He noted that Facilities Maintenance is usually busy with other duties and that they will be needed right away to manage the Arena. Administration advised that originally the WSCC Inspector did not support the use of clip in harnesses but that the Town researched this and determined that most other jurisdictions are using them. Administration commended WSCC for ensuring safety standards are followed however the order was issued immediately with not much time to revise operations. He is hoping to have the issue resolved quickly.

Cr. Campbell asked if the Town will be filling potholes and performing other summer maintenance. Administration replied that the Town will be performing culvert work and supporting the WTP with waterline flushing. He added that the Town has the ability to fill potholes and that a month of season is left to perform the work.

5. Protective Services Report

Administration advised that the Protective Services Supervisor is now reporting to the Director of Community Services and that she would provide updates on the reports going forward.

- a. Fire Department – The August 2019 statistics and training report was reviewed. The Director of Community Services advised that there were seven call in August including a vehicle fire and a structural fire. She noted that there was one motor vehicle accident on the highway not within municipal boundaries. She added that there were four fire training sessions in August.
- b. Ambulance Department – The August 2019 statistics report was reviewed. The Director advised that the report is missing some data due to staff on leave. She noted that there were multiple call outs and ten medivac flights in August. She added that medivacs are down from last year but that there is a similar number of calls from the previous month.
- c. Bylaw Department – The August 2019 statistics report was reviewed. The Director advised that the new Bylaw Officer is still training. She noted that he has been seizing and apprehending dogs, and enforcing speeding and other vehicle infractions. She advised that the new Bylaw Officer would be undergoing radar training in September and has been implementing the positive ticketing program at schools. She added that the new Bylaw SUV has arrived and looks great.

Cr. Westwell was pleased to see Protective Services vehicles highly marked with decals.

Cr. Campbell was pleased with the Bylaw presence in the evenings. The Director replied that the goal of Protective Services Department is to have the Bylaw Officer cross-trained with the Ambulance and Fire Departments as well.

6. Advisory Boards

- a. Sustainable Development Advisory Board – Cr. Westwell advised that SDAB met on September 5th and reviewed the Housing Affordability Summary. He relayed comments from SDAB asking if Council has any Strategic Plan initiatives for the board to focus on. He added that there are two vacancies on the board.

7. Administration

Administration has contacted SRFN regarding the Road to Garden River Committee as they authored the MOU, and they have advised that they are not prepared to move forward until after elections.

Administration has received a summary of the updated Council Governance Priorities. He noted that Council will be rolling into 2020 and that they can expect to see their second O&M Budget, funding applications to support Capital initiatives, and the slight restructuring of Town organizations for Council review and approval. He added that the Corporate Services Department is looking for additional support and that they will be getting job descriptions evaluated.

Administration advised that the Library is now fully staffed by the Town. He noted that the GNWT originally provided the Head Librarian and Assistant Librarian, then only provided the Assistant Librarian. He advised that the Assistant Librarian has resigned and that the GNWT would contribute funding for the position through an MOU. He noted that there is the need to create Librarian job descriptions and rationalize funding from the GNWT for those positions. Administration was pleased to have a Librarian with a master's degree in library sciences filling the position. He stated that depending on if the funding provided by the GNWT will offset the staff in the building, there may be a request for Council to lobby on the Town's behalf.

Cr. McArthur asked if the Town anticipates doing any paving this year. Administration replied that a list of cut corrections, a wish list of gravel roads to be paved, and a list of deteriorated areas have been provided to the contractor for pricing.

8. Other Business

- a. Chip Sealing of Highway 5 – Cr. Couvrette felt that a terrible job was done in chip sealing Highway 5. He suggested that Mayor and Council write a letter to the Department of Infrastructure stating that the work is unacceptable and that a good portion is within municipal boundaries ultimately affecting residents. Cr. Couvrette felt that the gravel road in Bell Rock is in better condition than the chip sealed highway and that the amount of money the company received was too much for the quality of work performed.

Cr. Cox was supportive of the Mayor writing a letter to the Department of Infrastructure and agreed that the condition is unacceptable. She suggested encouraging residents to also write letters and felt that if more letters are received, they will be obliged to redo the work properly.

Cr. Campbell suggested receiving a second opinion as the work doesn't look like it was done properly compared to other roads. Cr. McArthur agreed and suggested contacting the Hay River Reserve and Fort Resolution as they had the same work performed.

D/M Smith advised that he would write the letter tonight and request an explanation and resolution to the status of the highway.

D/M Smith advised that he missed the Special Meeting with the Minister of Infrastructure but heard the meeting was less than satisfactory. He thinks it's important for Council to engage and meet with the Minister of Infrastructure as sub-quality work is being performed that is impacting the community negatively. He stated that Council does have the power to engage and lobby to fix problems. He added that the chip sealing of the K'atl'odeeche highway is of much higher quality and that different aggregate and sealing material was used. Administration added that the Department of Infrastructure also was to pay for the sand for the JBT playground.

RECOMMENDATION

Moved by: Cr. Campbell

Seconded by: Cr. Couvrette

**That the Mayor write a letter to the Department of Infrastructure for an immediate resolution to the substandard chip sealing of Highway 5.
CARRIED UNANIMOUSLY**

- b. Hay River Runway Overlay 05-23 – Cr. Couvrette was researching the chip sealing tender through the GNWT tender registry and discovered a tender for airport runway overlay for the Hay River Airport for a secondary runway. He noted that the runway is shown as a 4,000 ft x 150 ft wide partially asphalt and gravel runway. He advised that the Minister of Infrastructure had stated at the Special Meeting that all runways being worked on are to a new standard of 100 ft wide. He suggested that Council check with the Minister to determine if the runway is actually 100 ft wide.

D/M Smith felt that if Council was told that by the Minister, and it is not the case in Hay River, it is essentially lying. He suggested Mayor Napier follow up on this when she is back as he was not in attendance at the Special Meeting on August 30th.

Cr. Couvrette suggested the Mayor contact the Department of Infrastructure for a copy of the tender document 2358 to confirm the specifications for the runway overlay project. Cr. Westwell noted that Inuvik is also receiving a substantial upgrade to their runway.

9. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Cr. Couvrette

That Mayor Napier be excused from the Municipal Services Standing Committee Meeting on September 10th, 2019.

CARRIED UNANIMOUSLY

10. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on October 8th, 2019.

11. Adjournment

RECOMMENDATION

Moved by: Cr. Couvrette

Seconded by: Cr. Cox

That the meeting be adjourned at 9:08 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
2019 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Budget 2019	Project Details (Details, issues, comments)	Funding Source
Corporate Services	\$ 175,000		
IT Plan	\$ 25,000	Complete IT Plan and upgrade as required to connect all Town facilities.	CPI
IT Evergreen	\$ 50,000	Annual IT replacement; \$10,000 annually for computers and \$10,000/\$20,000 every five years for servers; 2019 includes \$10k carry-over from 2018.	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.	GAS TAX
Asset Management System	\$ 25,000	Hire staff to collect data for the Asset Management System.	GAS TAX
Municipal Services	\$ 7,960,000		
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
Attachments	\$ 80,000	Replacement Grader circle. Existing Grader is in good condition although at end of life.	CPI
Bobcats	\$ 15,000	Repalcement Grader estimated to cost \$500,000.	CPI
Dump Truck	\$ 150,000	Annual Bobcat trade-in.	CPI
Sand Spreader	\$ 20,000	Replace 2002 Tandem Dump Truck. Existing unit will be surplusd.	CPI
Flat Bed Truck	\$ 50,000	Replace 2002 Sand Spreader. Existing unit will be retained as backup to new unit.	CPI
Facility Maintenance	\$ 120,000	Replace 2002 Flat Bed Truck. Existing unit will be surplusd.	CPI
F150 4x4	\$ 35,000	Replace 2009 Facility Maintenance truck; existing unit will be surplusd.	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 surplusd.	CPI
Protective	\$ 890,000		
Fire Abatement	\$ 10,000	Recurring Fire Abatement.	RESERVE

**TOWN OF FORT SMITH
2019 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Budget 2019	Project Details	
		(Details, issues, comments)	Funding Source
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	\$ 25,000		
Landfill Minor Capital	\$ 25,000	Removal of hazardous and diverted items (soil, batteries, electronics, whites, car hulks, scrap metal, oil tanks and drums).	RESERVE
Utility	\$ 6,410,000		
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
CWWF Project	\$ 5,500,000	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 \$500,000 of this was expended in 2018, however, additional funds may be required for additional paving and storm sewer, as well as a potential district electric heating initiative.	GAT TAX / FEDERAL
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.	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
Community Services	\$ 8,085,000		
Community Services Master Plan	\$ 50,000	The current Community Services Master Plan was completed in 2012 and requires updating.	CPI

**TOWN OF FORT SMITH
2019 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Budget 2019	Project Details	
		(Details, issues, comments)	Funding Source
Downtown Development	\$ 100,000	Seed money to facilitate ITI and CanNor funding. Work to include Snowboard Park, repair and replace Boardwalk and Lookout, landscaping, Riverside Park development, Cemetery expansion, community art initiatives, and Design Standards development.	CPI
Riverside Utility Extension	\$ 200,000	Water and sewer infrastructure required for Riverside Park and Snowboard Park development.	GAS TAX
Track Development	\$ 75,000	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.	CPI
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
TAG Report	\$ 7,500,000	Consultant as estimated costs to renovate Library at \$2M, Town Hall at \$3.4M and RCC at \$2M with an additional funds required for Pool upgrades. Projects are interrelated as Consultant recommends relocating Library to RCC and expanding Town Hall into Library building. \$2.5M will be funded by the Federal Small Communities Fund. Majority of funds to be expended in 2020, however intent is to use Arena as temporary RCC location Summer 2020 which would require Design Build contract award late 2019.	CPI / FEDERAL
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, 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	\$ 16,220,000		
2017 Audit Balances		Proposed 2019	Balances
Unspent CPI	\$ 2,886,753		
2018/19 CPI	\$ 1,114,000		
2019/20 CPI	\$ 1,251,000		
Total CPI	\$ 5,251,753	\$ 5,920,000	-\$ 668,247
unspent Gas Tax	\$ 814,545		
2018/19 Gas Tax	\$ 913,000		
2019/20 Gas Tax	\$ 913,000		

**TOWN OF FORT SMITH
2019 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Project Details		
	Budget 2019	(Details, issues, comments)	Funding Source
2019 Gas Tax Top-up	\$ 913,000		
Total Gas Tax	\$ 3,553,545	\$ 3,135,000	\$ 418,545
General	\$ 963,526		
2018 Contribution	\$ 125,000		
2019 Contribution	\$ 125,000		
Total General Reserves	\$ 1,213,526	\$ 890,000	\$ 323,526
Utility	\$ 1,909,131		
2017 Contribution	\$ 100,000		
2018 Contribution	\$ 100,000		
Total Utility Reserves	\$ 2,109,131	\$ -	\$ 2,109,131
Environmental	\$ -		
2017 Contribution	\$ 150,000		
2018 Contribution	\$ 150,000		
Total Environment Reserves	\$ 300,000	\$ 25,000	\$ 275,000
CWWF	\$ 3,750,000		
BCF/SCF	\$ 2,500,000		
Total Federal Funding	\$ 6,250,000	\$ 6,250,000	\$ -
Total Capital and Reserves	\$ 18,677,955	\$ 16,220,000	\$ 2,457,955



Town Of Fort Smith Protective Services

Box 147 - 174 McDougal Road Fort Smith NT

Fort Smith NT X0E 0P0

PH : 867-872-2674

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Date

Oct 1 19

Incidents

Number	Date	Alarm Time	Response Type Description	Address
19-036	Sep 5 19	10:12:00	False Alarm (Good I...	114 Conibear Cr, Town of Fort Smith
19-037	Sep 5 19	12:09:00	False Alarm	36 Poppy Cr, FORT SMITH
19-038	Sep 6 19	12:46:00	Ambulance Assist	Salt River First Nations

3 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

Oct 1 19

Meeting/Training List

Date	Number	Subject/Meeting Type	Instructors
Sep 4 19	19-040	Fire Suppression	CPT Kindred Darrell, DC Short, Jami
Sep 18 19	19-041	SCBA	FC Moore TJ

2 Records Printed



Fort Smith Volunteer Ambulance Monthly Report Sep-19

Date	Start Time	Incident/Activity	# of Crew	End Time	Comments/Issues
2019-Sep-01		Code 2	3		
2019-Sep-03		Code 1	2		
2019-Sep-03		Medivac	2		
2019-Sep-06		Code 1	3		Quad Accident
2019-Sep-06		Code 1	2		Quad Accident
2019-Sep-06		Medivac	2		
2019-Sep-06		Medivac	2		
2019-Sep-07		Code 2	4		
2019-Sep-07		Code 1	3		
2019-Sep-08		Code 1	3		
2019-Sep-08		Medivac	3		
2019-Sep-10		Code 1	2		Bylaw Called ambulance
2019-Sep-12		Transfer	2		
2019-Sep-13		Code 1	2		
2019-Sep-13		Code 1	2		
2019-Sep-14		Code 1	4		
2019-Sep-15		Medivac	1		
2019-Sep-18		Code 1	3		
2019-Sep-18		Medivac	2		
2019-Sep-19		Code 2	2		
2019-Sep-19		Medivac	2		
2019-Sep-19		Medivac	2		
2019-Sep-19		Medivac	2		
2019-Sep-20		Code 2	2		
2019-Sep-21		Medivac	2		
2019-Sep-22		Code 2	3		
2019-Sep-23		Medivac	1		
2019-Sep-23		Medivac	3		
2019-Sep-23		Medivac	3		
2019-Sep-23		Code 1	3		
2019-Sep-26		Medivac	2		
2019-Sep-27		Code 1	3		
2019-Sep-27		Medivac	2		
2019-Sep-29		Code 1	2		
2019-Sep-30		Code 2	2		
2019-Sep-30		Medivac	2		

Type of Call	Sep-19	Year to Date	Last Month	Last Year	Last Year to Date
Code 1 = Life treating incident	13	68	5	8	84
Code 2 = non Life threatening incident	6	40	5	6	36
Code 3 = Fire support	0	2	1	0	0
Code Medevac = Medevac flight support	16	74	10	7	90
Code Transfer = Transfer of patient	1	7	0	4	11
Code Zulu = Transfer of deceased person	0	7	1	1	3
Total	36	208	22	26	224

Total Number of Responders	22
Total Estimate Person Hours	0.0

Additional Comments:



Town Of Fort Smith Protective Services

Box 147 - 174 McDougal Road Fort Smith NT

Fort Smith NT X0E 0P0

PH : 867-872-2674

Date

Oct 1 19

Bylaw Infractions

Date	Bylaw Inc...Bylaw	Infraction	Action	Fine Am...
Sep 3 2019	19-118	Animal Contro...	5.1 No owner shall allow their dog to run at large	Animal transported to pound 0.00
Sep 5 2019	19-119	Traffic Bylaw	31 Fail to obey stop sign	Warning Only 0.00
Sep 6 2019	19-121	Traffic Bylaw	11 Speeding (31-50 KPH over the limit)	Warning Only 0.00
Sep 6 2019	19-120	Traffic Bylaw	11 Speeding (16-30 KPH over the limit)	Warning Only 0.00
Sep 6 2019	19-122	Traffic Bylaw	11 Speeding (16-30 KPH over the limit)	Warning Only 0.00
Sep 11 2019	19-124	Traffic Bylaw	11 Speeding (31-50 KPH over the limit)	Warning Only 0.00
Sep 11 2019	19-123	Motor Vehicle...	Operate motor vehicle without valid DL	Warning Only 0.00
Sep 17 2019	19-126	Motor Vehicle...	Driving while using a restricted electronic device	Warning Only 0.00
Sep 17 2019	19-125	Motor Vehicle...	Operation of motor vehicle without valid insurance	Withdrawn 1955.00
Sep 17 2019	19-127	Traffic Bylaw	31 Fail to obey stop sign	Warning Only 0.00
Sep 17 2019	19-136	Motor Vehicle...	Driving while using a restricted electronic device	SOTI Issued 644.00
Sep 19 2019	19-128	Traffic Bylaw	11 Speeding (1-15 KPH over limit)	Warning Only 0.00
Sep 19 2019	19-129	Motor Vehicle...	Driving while using a restricted electronic device	Warning Only 0.00
Sep 19 2019	19-130	Motor Vehicle...	Driving while using a restricted electronic device	Warning Only 0.00
Sep 25 2019	19-132	Traffic Bylaw	11 Speeding (16-30 KPH over the limit)	Warning Only 0.00
Sep 25 2019	19-131	Traffic Bylaw	11 Speeding (1-15 KPH over limit)	Warning Only 0.00
Sep 30 2019	19-133	Animal Contro...	5.1 No owner shall allow their dog to run at large	Animal transported to pound 0.00
Sep 30 2019	19-135	Animal Contro...	5.1 No owner shall allow their dog to run at large	Animal seized 0.00
Sep 30 2019	19-134	Animal Contro...	5.1 No owner shall allow their dog to run at large	Animal transported to pound 0.00

19 Records Printed



Town of Fort Smith Sustainable Development Advisory Board Minutes September 5, 2019

Regular Meeting

12:00 pm in Council Chambers

Attendees:

- Cam Zimmer, Chair
- Adam McNab
- Adam Bathe
- John Gray
- Cr. Christian Westwell

Regrets:

- Kristielyn Jones
- Keith Hartery
- James Douglas
- Tim Gauthier

A. Call to Order

Chair Cam Zimmer called the meeting to order at 12:21 p.m.

B. Approval of Agenda

MOTION

Moved by: Adam Bathe

Seconded by: Adam McNab

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

C. Approval of Minutes

MOTION

Moved by: Adam Bathe

Seconded by: Adam McNab

That the minutes of June 13th, 2019 be adopted as presented.

CARRIED UNANIMOUSLY

D. Business Arising from the Minutes

Cam provided a review of the June 13th meeting. Cam advised that the board discussed the Housing Affordability Summary and submitting recommendations to complete the document. He noted that this didn't happen due to not having a following meeting. He advised that the board also discussed the Strategic Plan.

E. New Business

- a. Housing Affordability Summary – Chris reviewed the opportunities and recommendations.

Opportunities:

- Incentivise the establishment of a market rate tracking office or realtor & appraisals office.
- Enhance information sharing with the public and focus on educating people on the processes and options surrounding land development.
- Improved relations and partnerships with territorial authorities over issues of lands, environment and development.
- As a Council, communicate openness to change and willingness to work positively with developers.

Recommendations:

- Lobbying the Housing Corporation/GNWT to focus more on one-bedroom/bachelor accommodations to address the shortages in the subsidized /social housing market and ask that an RFP be completed.
- That the Town of Fort Smith seek the development of a comprehensive community housing strategy leveraging funds and assistance through existing housing plan funding opportunities.
- Lobby the GNWT to complete more regular incremental assessments.
- Develop taxation legislation that penalizes derelict and vacant properties and incentivizes the cleanup and demolition of derelict properties.
- Ensure adequately resourced development enforcement department.

Cam asked if communicating openness could be advertised in a Town newsletter. Chris confirmed this and advised that he is on the Communications Committee.

John noted that derelict properties appear on the tax arrears list and wondered what the process is for a tax sale. He suggested that properties come to market before becoming decrepit or rotten.

Administration advised that a tax sale hasn't been held in sometime, but that the Town is working towards holding annual tax sales which will be processed through legal counsel. He noted that annual tax sales will result in property owners being required to act on properties more immediately.

John requested an update on payment plans. Administration advised that the process is the same for everyone entering into an agreement and that there is a thirty-month period to pay in which interest is still accrued. He noted that if a payment is missed, the property owner is unable to enter into another payment plan. He added that if the owner loses the ability to enter into another payment plan, the arrears will be required to be paid or the property will be eligible for tax sale.

Cam asked if property owners are charged a lower tax rate during home construction until completed. Administration advised that the tax rate is based on occupancy and that the value is determined by the GNWT through the general assessment. He added that development permits are given to the assessors annually to appraise improvements to properties.

b. Annual General Meeting – The board agreed to hold their AGM on October 3rd.

F. Date of Next Meeting

The next SDAB meeting and AGM will be held on October 3rd, 2019 at 12:00 pm in Town Hall Council Chambers.

G. Adjournment

MOTION

Moved by: John Gray

That the meeting be adjourned at 12:58 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith Sustainable Development Advisory Board Minutes October 3, 2019

Annual General Meeting
12:00 pm in Council Chambers

Attendees:

- Cam Zimmer, Chair
- Tim Gauthier
- Keith Hartery
- John Gray
- Cr. Christian Westwell

Regrets:

Kristielyn Jones
Adam McNab
James Douglas
Adam Bathe

Administration:

Paul Kaeser
Katie Reid

A. Call to Order

Chair Cam Zimmer called the meeting to order at 12:08 p.m.

B. Approval of Agenda

MOTION

Moved by: Tim Gauthier

Seconded by: Keith Hartery

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

C. Approval of Minutes

MOTION

Moved by: Tim Gauthier

Seconded by: John Gray

That the minutes of September 5th, 2019 be adopted as presented.

CARRIED UNANIMOUSLY

D. New Business

- a. Housing Affordability Summary Final Draft – Cam reviewed the opportunities and recommendations in the final draft. Paul noted there was recent news of the establishment of realtor’s office in Fort Smith. He has noticed that Kathy Lepine has advertised herself as a realtor with Century 21. John noted that this was advertised on Facebook and it was asked if she would be doing appraisals. He advised that he had asked the realtor in Hay River if they would perform appraisals in Fort Smith and he was advised that they are no longer doing appraisals in Fort Smith unless an agreement is made to have them sell their house. The board felt that having a real estate agent in Fort Smith is a positive step forward.

The board changed the recommendation “Lobby the GNWT to complete more regular incremental assessments” to “Lobby the GNWT to complete more frequent property tax assessments”.

The board changed the recommendation “Ensure adequately resourced development enforcement department” to “Review the Unsightly Lands Bylaw and development permits to ensure adequate enforcement”.

John asked how the Unsightly Lands Bylaw could be administered to enforce derelict or vacant properties. He had concerns of long-term violations such as RV’s parked on the curb. He asked if there is priority in addressing this. The board suggested reviewing the existing Unsightly Lands Bylaw to ensure it is being enforced and that developments are being enforced. Paul advised that the Director of Corporate Services is the Development Officer.

MOTION

Moved by: Keith Hartery

Seconded by: John Gray

That the amended Housing Affordability Summary be approved and be forwarded to Council for their review and feedback.

CARRIED UNANIMOUSLY

- b. Annual General Meeting

MOTION

Moved by: Keith Hartery

Seconded by: John Gray

That Tim Gauthier be appointed as Chair of the Sustainable Development Advisory Board.

CARRIED UNANIMOUSLY

MOTION

Moved by: Keith Hartery

Seconded by: Tim Gauthier

That Cam Zimmer be appointed as Vice Chair of the Sustainable Development Advisory Board.

CARRIED UNANIMOUSLY

MOTION

Moved by: Keith Hartery

Seconded by: John Gray

That Tim Gauthier be appointed as Secretary of the Sustainable Development Advisory Board.

CARRIED UNANIMOUSLY

Cam advised that there are two vacant seats. He noted that there are a few members that regularly don't attend meetings and it be asked if they are still interested in sitting on the board. He noted that absences affect quorum. The board would like to ask Kathy Lepine if she is interested in sitting on SDAB. Board members would like expression of interest forms emailed to them to look for additional members.

The board thanked Cam for his hard work as Chair. The board also thanked Chris Westwell for his dedication and hard work put into developing the Housing Affordability Summary. Paul also thanked the Cam Zimmer and board members for regularly attending meetings.

The board suggested reviewing areas of the Strategic Plan that applies to the board for future initiatives. Tim advised that he would review the document and highlight areas that apply to the board to create an option paper of action items for Council's prioritization. He advised that he would send the option paper to the board for review.

E. Date of Next Meeting

The next SDAB meeting will be held on November 14, 2019 at 12:00 pm in Town Hall Council Chambers.

F. Adjournment

MOTION

Moved by: Keith Hartery

That the meeting be adjourned at 12:50 pm.

CARRIED UNANIMOUSLY



Housing Affordability and Needs Analysis

Prepared by:

**The Sustainable Development
Advisory Board**

Prepared for:

**The Town of Fort Smith Mayor
& Council**

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Section 1

Introduction

In December 2016, in response to existing development initiatives and feedback received throughout the consultation process for a new strategic plan. The Sustainable Development Advisory Board (SDAB) began to discuss “tiny homes” and investigate if there was possible enhancements or improvements that could be made to existing bylaws and legislation that might make it easier for developers to provide more “affordable” housing alternatives. In early 2017 SDAB began to investigate possible solutions, incentives and initiatives that would enhance affordability of housing in Fort Smith in response to feedback received throughout the consultation process for a new strategic plan.

Consultation Process

The first initiative SDAB undertook was to meet directly with developers & builders to directly discuss ongoing and future projects. The primary goal of these meetings was to inquire as to possible changes and enhancements the TOFS could make to existing bylaws and plans that would be beneficial to developers and builders and help encourage or spur development. The secondary goal being to seek the opinion of developers and builders as to how they view they current housing market, and what they see as obstacles & issues that might be holding up development of more affordable housing solutions.

Craig Brown of CAB Construction spoke to his current Condo/Rental apartment project. Craig mentioned setback reductions as being helpful and more regular outreach\communication from the town to hear concerns and seek feedback. Overall no major issues and no suggestion as to what the TOFS could do to encourage development that would be within the TOFS scope.

John Grey spoke to his existing tiny homes development. John didn't list any bylaw or plan that needed changing and suggested against reducing setbacks or making other changes that would mirror what many jurisdictions have done that result in a higher R1 density. With larger houses, but a less beautiful community with smaller yards, less trees, and minimal greenspaces. John suggested that what the TOFS needs is a building inspector to ensure sustainable and proper construction, and that development permit costs for Fort Smith represented poor value. Fort Smith provides minimal construction inspection or development oversight that other communities require for similarly priced development permit pricing. John also spoke to price of property and overall construction costs and scalability as a major setback for “affordable housing”. Generally, it was felt that the return on investment from “tiny” homes was not substantial enough to make it a worthwhile investment for developers\builders if the units were intended to be “affordable” housing, with the idea that affordability meant lower rent. This was compounded by the additional costs of administering and maintaining numerous non-centralized units.

Dennis Bevington spoke to his proposed small home/seniors housing with centralized utilities in a possible condo/strata ownership model. This proposed development would be on the 13-acre property located between McDougal, Caulder Ave, Field Street & Wilderness Road. Dennis mentioned that local improvement charges are an inhibitor. Dennis advised that the Town has access to low interest financing when developing their own land and that private developers do not have this option. He felt that it would be a big asset if local improvements based on the Towns financing could be offered to developers. If the TOFS acted as a development bank they could recover the money via local improvement charges collected from the future property owners.

Section 2

2.1 - Encouraging Development

a) Lower lot prices

This idea of splitting existing large lots into 2 or 3 smaller lots was discussed as a possible resolution to complaints of high lot prices, especially for newer lots in Westgrove. However, it was determined that altering any existing lots that were of an acceptable size would add additional costs in such excess that the cost savings would be negligible to nonexistent from the perspective of affordability. The estimated cost to split the lot is approximately \$10,000 per lot plus an additional \$10,000 to \$15,000 to add additional services to the second lot.

Generally, it was felt that spending more money to alter existing lots didn't seem like a reasonable or sustainable solution, especially for lots in Westgrove that already incurred additional costs when they were re-surveyed in 2011 to make the lots larger.

Focusing on the sale and development of existing older lots that were developed when costs were lower and trying to encourage in-fill development within the existing lands that may be vacant or abandoned could prove to provide more affordable land prices than spending more on altering existing residential development or undertaking the development of an entirely new area with a focus on affordability.

As the corporation of Town of Fort Smith does not profit on the sale of lands it has developed. Existing lot inventory is priced to simply recover the costs of developing the lands. The only way to achieve lower lot prices on a newly developed area would be to start a new development that would maximize the number of lots available on the developed land. This would spread costs of services, surveying and road development across more properties and in theory lead to lower lot prices. However, the costs of development have gone up over the last 10 years. If a new development was undertaken by the Town, it could result in prices similar to the existing inventory, for lots that are smaller than those already available.

b) Improved Zoning, Incentives and land identification

In order to lower per unit prices, adding or adjusting zoning to incentivize the development of higher density housing or apartments has been discussed. Higher density development is a realistic solution to lowering the impact of development prices as it allows the costs to be spread out over a larger number of units. Developing more density on single lots could also improve the financial viability of a project by eliminating some of development costs associated with developing individual smaller lots; such as services, roads and surveying costs.

Identifying properties in the downtown area (Town Centre) or close to services would be ideal as this allows for lower transportation costs and enhances attractiveness due to convenience. Further conversations and investigation into zoning, development incentives and land identification are required. The recommendation at this time would be to continue this discussion separately from affordability and approach the issue as one that targets specific needs.

c) Convert existing lots from R1 to R2 Zoning

This initiative would allow for the construction of multi resident homes (duplexes) on properties currently zoned for single residence homes. This would could theoretically allow for lower development/constructions costs for the individual due to economies of scale and splitting the cost of the land. However additional costs due to changes in water and sewer services and surveying would likely still be incurred likely minimizing the potential for saving on the price of the land.

Currently developers can request approval from Council to change lots from R1 to R2 and develop duplexes. SDAB resolved that there is no immediate need to change anything or identify specific properties but instead recommend that additional communication and education of development is what is required. Residents and developers need easy access to information about development and the potential opportunities available to them.

It would be up to council to determine if they wanted to alter zoning and allow special consideration developments within existing neighborhoods. Existing legislation already lays out the requirements for this process.

d) Develop vacant & derelict land

The issue of undeveloped, unsightly and derelict lands throughout the community, and how it impacts community development discussed. There were concerns raised surrounding fairness of taxation, and the impacts of forcing development further away from municipal services while so much land remains undeveloped within and surrounding town centre.

The cost of disposal and demolition was raised as an obstacle to the remediation of derelict properties. New legislation and regulations have restricted the process of demolition and seems to have incentivized leaving property that is unfit for use simply standing and rotting in place due to the high costs and lack of resources available for proper remediation and removal. The lack of a building inspector was raised as a further concern in that many buildings are becoming unsuitable due to mold in a period that is unsuited to the age of the building.

Section 2

2.2 – Housing Market Obstacles

Encouraging development and reducing roadblocks for developers that are seeking to build units that target community needs was discussed at length. The most common obstacle seems to be the cost of development vs what residents currently deem to be considered affordable. This has led to a sense of risk aversion among developers and buyers, as the price of development is above current market rates for both rental and home ownership. Some developers are concerned the market would not support the rates that would be required to make new developments worth the investment and risk. While some prospective tenants view the higher market rates required for new construction as unpalatable. The current inventory of aging homes, duplexes and fourplexes appears to depress the average market rates for the community. Creating a perception among prospective tenants that may not be in-line with the realities of development and management costs.

The price and affordability of housing in Fort Smith is an important incentive for the community to maintain, but a bottleneck seems to have arisen. The condition of existing older units that are more attractively priced seems to be questionable or unacceptable some new residents and higher income professionals. While the price of existing older units is within reach for of tenants not seeking social housing and home ownership. The costs associated with upkeep and improving those units will continue to increase the rates required to sustain them as they age further. This will continue to put further pressure on the market as higher rental rates are required in order to improve and upkeep existing older units. Thereby in making these units less affordable to those in need, but still potentially less attractive or perceived as simply too expensive for those who can afford them.

Section 3

3.1 - Defining Affordable Housing

According to the Canada Mortgage and Housing Corporation (CMHC), housing affordability is directly correlated to a household's level of income. The CMHC defines affordable housing as suitably-sized ownership housing that costs no more than 32 percent of a household's gross annual income, and no more than 30 percent of gross annual income for rental accommodations.

3.2 Housing Affordability Quick Comparison Data

Statistics Canada Catalogue no. 98-316-X2016001 <http://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/index.cfm?Lang=E>

Income/Cost Performance	Fort Smith	NWT	Fort Smith vs NWT	CANADA	Fort Smith vs Canada
Average employment income in 2015 for full-year full-time	\$85,895	\$91,177	-6%	\$65,997	30%
Average total income of one-person households in 2015	\$65,873	\$73,309	-10%	\$46,799	41%
Average total income of 2+ person households in 2015	\$142,410	\$154,528	-8%	\$110,813	29%
Average total income of households in 2015	\$125,125	\$134,794	-7%	\$92,764	35%
Average value of dwellings	\$256,677	\$346,427	-26%	\$443,058	-42%
Average monthly shelter costs for owned dwellings	\$1,242	\$1,739	-29%	\$1,313	-5%
Average monthly shelter costs for rented dwellings	\$861	\$1,190	-28%	\$1,002	-14%
% of owner households spending 30% or more of its income on shelter costs	6.1	9	-32%	16.6	-63%
% of tenant households spending 30% or more of its income on shelter costs	9.9	16.3	-39%	40	-75%
% of tenant households in subsidized housing	40.3	41.3	-2%	13	210%

3.3 Housing Affordability Expanded Comparison Data

Income	Fort Smith	Hay River	Inuvik	YK	NWT	CANADA
Average total income of one-person households in 2015	\$65,873	\$67,919	\$77,926	\$88,312	\$73,309	\$46,799
Average employment income in 2015 for full-year full-time	\$85,895	\$84,762	\$89,808	\$95,743	\$91,177	\$65,997
Average total income of 2+ person households in 2015	\$142,410	158,063	\$146,068	\$179,826	154,528	\$110,813
Average total income of households in 2015	\$125,125	132,968	126,508	159,434	\$134,794	\$92,764
Average after-tax income of households in 2015 (\$)	\$104,991	109,943	104,662	\$129,980	\$111,332	\$76,171
Average after-tax income of one-person households in 2015	\$54,836	\$56,502	\$63,474	\$71,621	\$60,172	\$38,685
Dwellings	Fort Smith	Hay River	Inuvik	YK	NWT	CANADA
Total private dwellings	855	1572	1477	7758	17666	
Private dwellings usual residents	766	1383	1181	7131	14981	
Average value of dwellings	\$256677	\$279219	\$297291	\$453608	\$346427	\$443058
% Single-Detached House	65%	78%	43%	45%	58%	54%
% Apartment five or more storeys	0%	6%	0%	5%	3%	10%
% Other attached dwelling	34%	16%	57%	43%	36%	35%
% Semi-detached house	12%	5%	7%	2%	7%	5%
% Row house	10%	3%	20%	12%	11%	6%
% Apartment or flat in a duplex	5%	0%	3%	4%	3%	6%
% Apartment in a building that has fewer than five storeys	6%	8%	27%	24%	16%	18%
% Other single-attached house	1%	0%	0%	0%	0%	0%
% Movable dwelling	0%	0.4%	0%	7%	3%	1%
Affordability	Fort Smith	Hay River	Inuvik	YK	NWT	CANADA
Average monthly shelter costs for owned dwellings	\$1,242	\$1,497	\$1,801	\$2,283	\$1,739	\$1,313
Average monthly shelter costs for rented dwellings	\$861	\$991	\$1,185	\$1,611	\$1,190	\$1,002
Spending less than 30% of income on shelter costs	700	1230	1040	6080	13020	10472355
Spending 30% or more of income on shelter costs	65	150	140	1045	1845	3325950
% of owner households spending 30% or more of its income on shelter costs	6.1	8.3	10.4	8.5	9	16.6
% of tenant households spending 30% or more of its income on shelter costs	9.9	16.7	12.6	22.6	16.3	40
% of tenant households in subsidized housing	40.3	38.5	39.6	24.4	41.3	13
Population	Fort Smith	Hay River	Inuvik	YK	NWT	CANADA
Average age of the population	36.1	38.2	33.4	34.6	34.9	41
% 15 to 64 years	66.9	70.9	69.2	74.3	71.1	66.5
% 65 years and over	11.4	11.1	6.9	5.7	7.7	16.9
Average household size	2.6	2.5	2.6	2.7	2.7	2.4

Section 3

3.2 - Affordability vs Accessibility

The information provided suggests that the discussion on “affordable” housing be concluded and that instead the discussion moves forward as how to enhance the community’s accessibility of housing.

The board has identified that Fort Smith seems to have a perception problem. There is a perception that housing costs too much when realistically, costs are below average in Fort Smith and income is well above national averages and is in line with the NWT average

Section 4

4.1 - Addressing Needs

Statistics data seems to indicate that single person accommodations suffer more from availability and accessibility than affordability. Existing rental rates and property prices are well within market averages, but there is an overall shortage of 1 bedroom and 2 bedroom units. This shortage affects both the subsidized and private accommodation rental markets. There are often 2-3-bedroom homes\duplexes available for rent or purchase, but these units are often beyond the needs or means of someone seeking a 1-2 bedroom rental accommodation. There is a need to address housing availability for those that are coming to the community on short terms such as nurses, pilots, teachers and those currently living and working in the community looking for simple and convenient rental accommodations. Similarly, subsidized housing has a large inventory of 3-4 bedroom homes\duplexes but a small inventory of 1-bedroom/bachelor units. Within the last 5 years the local housing authority terminated the leases on a couple of three-bedroom because they were identified as being in surplus of the existing needs. Yet there continues to be dozen of individuals on the waiting list for one and two-bedroom units, many of them for numerous years.

The community seems in need of suitable rental units for new residents, single persons and professionals. As well as social housing and additional seniors housing units. Across all sectors the needs are similar. 1-bedroom and 2-bedroom units are what is required to address current shortages and alleviate existing bottlenecks.

4.2 – Opportunities

- Incentivize the establishment of a market rate tracking office or realtor & appraisals office.
- Enhance information sharing with the public and focus on educating people on the processes and options surrounding land development.
- Improved relations and partnerships with territorial authorities over issues of lands, environment and development.
- As a council, communicate openness to change and willingness to work positively with developers.

4.3 - Recommendations

- Lobbying the housing corporation\GNWT to focus more on 1 bedroom\bachelor accommodations to address the shortages in the subsidized\social housing market and ask that an RFP being completed.
- Town of Fort Smith seek the development of a comprehensive community housing strategy leveraging funds and assistance through existing housing plan funding opportunities.
- Lobby the GNWT to complete more frequent property tax assessments.
- Develop taxation legislation that penalizes derelict and vacant properties and incentivizes the cleanup and demolition of derelict properties.
- Review Unsightly Lands Bylaw and Development Permits to ensure adequate enforcement.



Town of Fort Smith
Expression of Interest



Date: OCTOBER 3, 2019

Name: Alyssa Marie Etsell

I am interested in sitting on the: Sustainable Development
Advisory Board/Working Group/Focus Group

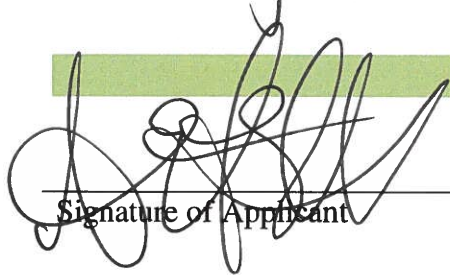


Please provide qualifications/experience/local knowledge to aid Town Council in the review of this application.

Enviro-nerd. Experience working on recycling project (assessing options, ways to improve, etc) with City of Dauphin (MB city of ~10,000 w/ worst recycling rates in Manitoba). Obsessed with sustainable development trends (ask my friends!)

Email: alysaetsell@icloud.com





Signature of Applicant