










Town of Fort Smith Municipal Services Committee

Tuesday, September 11, 2018, at 8:15 p.m.

AGENDA

1. Call to Order
2. Declaration of Financial Interest
3. Delegations
4. Review
 - a. Agenda
 - b. Minutes
 - c. Vision, Values and Goals
 - d. 2018 Capital Plan
5. Water and Waste Water
6. Public Works
7. Facility Maintenance
8. Environmental
9. Fleet Management
10. Sustainable Development
 - a. Sustainable Development Advisory Board
11. Protective Services
 - a. Fire Department
 - i. August 2018 Statistics
 - ii. July 2018 Statistics
 - b. Ambulance Department
 - i. August 2018 Statistics
 - c. Bylaw Department
 - i. August 2018 Statistics
 - d. Emergency Preparedness
12. Bylaw/Policy Review and Development
13. Administration
 - a. Briefing Note – Reallocation of Funds
 - b. Briefing Note – Four-way Stop Request
14. Other Business
15. Excusing of Councillors
16. Date of Next Meeting
17. Adjournment

Attached Documents		
 Municipal Services Minutes August 14,	 Vision, Values and Goals.doc	 2018 Capital Plan
 Fire Dept Stats August 2018	 Fire Dept Stats July 2018	 Bylaw Dept Stats August 2018
 BN - Reallocation of Funds		



Town of Fort Smith
Municipal Services Committee Meeting
Tuesday, August 14, 2018 at 8:15 pm.

Chairperson: Cr. Dumont
Members Present: Cr. Bell, Cr. Kikoak, Cr. Tuckey, Cr. Patel, Cr. McArthur, Cr. Holtorf
Regrets: Mayor Napier-Buckley, D/M Smith
Staff Present: Keith Morrison, Senior Administrative Officer; Lisa-marie Pierrot, Executive Secretary
Guest: Lorraine Tordiff

1. Call to Order

Cr. Dumont called the meeting to order at 8:28 pm.

2. Delegations

- a. Lorraine Tordiff – Lorraine made a presentation to Council. She acknowledged that there is a time limit and requested she be granted additional time to do her presentation. She indicated that there are two issues to be dealt with in her submission. The first being the block that occurred on February 18, 2018 on the ninety degree angle on the sewer where it connects to the Town's main. She indicated that as stated in the chronology provided that the problem clearly occurred beyond her property. The second issue arises from a video that was taken by West End Ent when they cleared the line. The video shows what appears to be a problem in the sewer main.

Mrs. Tordiff is seeking relief under the Town of Fort Smith's bylaw 697 to be compensated for costs incurred to clear the sewer line that became blocked on that portion and land under the jurisdiction of the Town. She advised that as soon as she became aware of the problem she took steps to remediate the damage by immediately calling professional to attempt to remedy the situation, notifying Town officials including the SAO and Mayor of the problem. Throughout the process she has taken all reasonable steps to address the problem and to keep the Town officials informed though she was not given that same courtesy. She advised that she had to vacate her home for 14 days though she was told by Administration that it was not a priority and they were too busy to deal with the matter. She indicated that Council is also made aware by the documentation provided that the professionals involved have indicated that the block occurred at the ninety degree angle where the sewer line from her home connects to the Town's main. She indicated that she had to pay approximately \$6,404.25 to two of the professionals and is awaiting a bill from the third plumber. She indicated that she complied with the

Town's bylaws and believes she is entitled to be covered under the insurance that she contributes to on her utility bill. She is seeking an immediate remedy to the situation and compensation and calling for Council to direct Administration to uphold Bylaw 697 and 705 and ensure that she is compensated accordingly. She is also asking for a refund on her utility bill for the days that she had to be out of her home. She indicated that in the package she provided there is a letter, chronology of events, bylaw 697, and two bills from contractors. She advised that she received a good response from the fire department and crew from the water treatment plant. She was happy with their response. The difficulty that she ran into was with administration. She believes she is entitled to compensation under the insurance that exists for this purpose. There must have been a mechanism to help her to do that, she filled in the form provided in the appendix of the bylaw but that there was nobody she can submit the form to as there was nobody interested in pursuing the matter. She indicated that when the incident occurred the Director of Municipal Services was out of the office and no one to respond to her calls. She was informed that there was no one acting for the SAO at the time who was also out of the office. She advised that it was several days before she would speak with administration. She advised that she was referred to the Director of Municipal Services who helped her deal with the issues indicated in the video. The Director of Municipal Services called her recently to advise that the line has been videoed again and everything is intact and in good condition. The only reason why she felt it necessary to bring the video to the Town attention because it looked like there was a problem in the Town's main. There is an object in the video where the plumber thought there was debris falling at the angle causing a blockage. Mrs. Tordiff presented the referenced video showing the ninety degree angle and potential cause of the blockage. She advised that to date she is \$6,404.25 out of pocket that she had to borrow. She is asking the Town to give her a break with the insurance she pays every month. She thinks she is complying with all of the requirements of the bylaw.

Cr. Patel asked for information on the document that Mrs. Tordiff completed and if it is from her own insurance company. Mrs. Tordiff advised that the form is a claim form included in the appendix of Bylaw 697. She indicated that this form needs to be received by the insurance company from the Town and she acknowledged that she would have to pay a \$500.00 deductible. She thinks she is entitled to the claim and meets all the requirements. She doesn't believe this will be any expense to the Town and will be paid by the insurance company. She advised that there was a worker that came out on a Sunday and acknowledged the cost of call out fees. Cr. Patel advised that with more information provided by administration she hope this will move to the next steps to have this resolved.

Cr. Kikoak asked if the blockage was identified. Mrs. Tordiff advised that the contractor thought it was debris built up over time causing the blockage at the ninety degree angle of the pipe. She advised that the local

plumbers could not fix the problem as it was too far out and she believes it is beyond her property line. She indicated that the blockages have been cleared and she can't prove that statement.

Cr. Bell thanked the delegation and hopes that Council can come up with some resolution.

Administration asked if Council would like a briefing note on this issue. Council confirmed.

3. Review

- a. Agenda – The agenda was reviewed.

RECOMMENDATION

Moved by: Cr. Tuckey

Seconded by: Cr. McArthur

That the agenda be adopted as amended.

CARRIED UNANIMOUSLY

- b. Minutes – The minutes of July 10, 2018, were reviewed and were adopted at the Council meeting of July 17, 2018. Cr. Patel asked if there is any date set for the follow up of the strategic plan. Administration advised that the Mayor met with planner and provided her with information collected from council. She has been directed to finalize the document.

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

- d. 2018 Capital Plan – The Capital Plan was reviewed. Administration advised that are a couple of initiatives underway. He advised that there is currently a tender that has gone out to purchase some light fleet. The cemetery expansion is currently underway. The landfill expansion project is currently delayed because it was fundamentally over budget. He advised that is being reviewed and will be brought back in the next capital plan. The tenders just closed to the community's water and waste water initiatives and that project will commence in the fall. He advised that the pavers that were planning to come to the community for local projects are most likely not coming until next year. We have developed a paving list and will likely happen next year with the water and sewer project. He advised the request for proposals for the slope stabilization project is being finalized. He advised that we did receive the funding from the federal government to complete the design work. He added that we currently don't have the funds to do the work and will probably have to partner with the GNWT as most of the problematic lands are commissioners land. We have also tied the project to climate change and hope to assess funding in that regard. He advised that he has received the final report from the Arctic Energy Alliance on the energy audit which provided many good recommendations on work that we can do with short pay back periods. He anticipates the 2019 capital budget will include a block of energy efficient items on a lot of the Town buildings. We are working with the consultant to get our design standards underway for development on parks and play grounds. There are lots of little things underway such as gravel

procurements. Cr. Holtorf asked if the plans to have water and sewer services extended to SFRN and if there are any plans to piggy back off of that project in anyway. Administration advised that we have been provided with the designs for that project and that SFRN plans to do a phased approach. The ultimate plan is quite large and we have reviewed all their plans. The consultant that they are using is the same consultant that got hired to do our water and sewer design project. As in any subdivision development, the developer is responsible to address any impacts on municipal infrastructure. The consultant has done a complete water and sewer flow analysis and identified our limits and capacities to produce water and identified weak points. We do have the capacity to fulfil the increased water usage but we don't have the ability to provide heat to that water, so there is a need to provide a second heat exchanger which they will be paying for. They will be supplying an expansion on one of the force mains at the lagoon. One of the things is that they are looking is to expedite services to the gas bar. This is an issue as the water tanks that they have out there are quite small. We have asked them to get bigger tanks as there are lots of calls out and are burning out our staff. With that are looking at installing piped services. Typically what happens is that the contractors build it to the Town standards and once this is in place the Town assumes ownership. But because this is being built on band land that ownership can't be transferred so he was unsure of what that will result in. We would have to develop an agreement on how to achieve that. We will have to review their designs to ensure they meet our needs.

Cr. Bell wondered if we would be lending out anything for the friendship festival this weekend. Administration advised that we are setting up the stage and taking it down for them. They are doing events at the bar. We are providing the stage, bbq, benches, and a bouncy castle. Cr. Bell advised that she will be supporting the event by volunteering.

4. Public Works – Cr. McArthur asked when the new Protective Services Supervisor will be starting. He also asked what project is the tearing up of roads on King Street included in. Administration was unaware of the reasons behind the road work and will check into it. Cr. Holtorf asked if the road to Bell Rock will be paved or be receiving calcium treatment. Administration advised that this year have chosen not to apply calcium treatment due to a transportation difficulty. The short term solution is to water the roads for dust control. Cr. Holtorf asked if the road to Bell Rock been watered lately. Administration advised that he was unaware of how they worked out the watering schedule but will check into that and provide information.

5. Sustainable Development

a. Sustainable Development Advisory Board

- i. SDAB Minutes July 5, 2018 – The SDAB minutes were reviewed. Cr. Patel advised that the board accomplishes a lot in one hour. She

advised that there is still no recommendation on how to address housing options and the possibility of restructuring lots sizes and plans. There was a good discussion on derelict properties and empty lots. An interesting discussion includes the taxation on vacant lots which could encourage people to either develop the property's or sell them. This may also affect the prices of privately held lots. Another thing that was identified was the gap between what people are willing to pay for property's versus what it cost private business owners to maintain housing. She advised that there was a document that is provided with the minutes with some good statistics on local demographics. She thinks a lot of what this comes down to is what people are willing to pay for rental units. The meeting was consisted more of discussion and no directives, she thinks that a recommendation will be coming forward from the meeting in the fall. Administration advised that the document provides statistics indicating that 40% of Fort Smith is subsidized housing and that 23% are seniors and don't pay property tax assuming seniors don't live in subsidized housing there may be some cross over in those statistics. That is a relatively disproportionate number compared to any other community in the NWT or in Canada.

6. Protective Services

a. Fire Department

- i. Statistics Report – The June 2018, statistics report was reviewed. Administration advised that the liberty security has been through the town and the increase in the number of security system is resulting in more false alarms. There was one report of a slip, trip and fall which resulted in WSCC claim and bruised tail bone. He advised that Tony Jones would be assuming the Fire Chief role as of September.

b. Ambulance Department

- i. Statistics Report – The July 2018 statistics report was reviewed. Administration advised that this was a busy month.

c. Bylaw Department

- i. Bylaw Statistics Report – The July 2018 statistics report was reviewed. Administration advised that the bylaw had a busy month. There were 11 strays brought to the Animal Shelter which have been adopted out. She will be going out for training on the radar gun in time for the opening of school. She also is preparing advertisements in that regard. Cr. McArthur approved the report.

7. Administration

- a. Briefing Note Four Way Intersection – The briefing note was reviewed. Administration advised that we can put up stop signs at the will of Council. Cr. Tuckey supports the motion as she was made aware from concerned residents that people don't stop for the yield signs and just drive

through. Cr. McArthur advised there are many problematic areas with yield signs and that people drive through them and suggested changing all yield signs to stop signs. Cr. Holtorf advised that he can't support the total change as that is a problem with enforcement. Cr. Patel advised she is fine with that suggestion and advised that waiting and gathering more information will be beneficial as that would give an opportunity to consider having stop signs in other problematic areas. Cr. Bell thinks that right now we should deal with this one in particular and deal with all yield signs later. She supports that spot be changed as there are lots of kids that play in that area. Cr. Kikoak indicated that Field Street increased in residents and knows that yield signs are useful in heavy residential areas and that does slow the flow of traffic. She added that drivers also have to use their brains and not always have to be told to abide by these laws.

RECOMMENDATION

Moved by: Cr. McArthur

Seconded by: Cr. Tuckey

That Council approve the two yield signs placed at the intersection of Field Street, Klondike Ave, and Winter street be replaced with stop signs.

IN FAVOUR – CR. TUCKEY, CR. HOLTORF, CR. BELL, CR. PATEL

ABSTAINED – CR. KIKOAK

CARRIED

- b. Appointment of Acting SAO – Cr. Kikoak asked for the number of days off that was taken by Administration over the summer. Administration advised that he can gather that information and provide it.

RECOMMENDATION

Moved by: Cr. Tuckey

Seconded by: Cr. Holtorf

That Jim Hood, Director of Corporate Services, be appointed Acting Senior Administrative Officer from the period of Wednesday, August 22nd, 2018 at 1:00 pm to Tuesday, August 28th, 2018 at 8:30 am.

CARRIED UNANIMOUSLY

8. Other Business

Cr. Tuckey advised there was a Aurora College Committee meeting on Saturday morning where they discussed parts of the report. They were able to come formulate more information to be included in the response paper and will be forwarded to the consultant. She advised that the paper will be submitted before August 15th to the standing committee on Social Development. The report preliminary report is done and is awaiting the final version for review with the added information that was provided on Saturday. Cr. Kikoak indicated that we had put in a recommendation to have a Special Project Communications Officer for support and asked for progress in that. Administration indicated that it is a recommendation and is not a motion. He has requested information from the chair as the motion does not include clarity regarding Council's expectations of that

position. Cr. Patel asked if the Mayor is the chair. Cr. Tuckey confirmed. Cr. Holtorf indicated that in the Mayor's absence as Acting Mayor do we have to do this in Mayor's absence. Cr. Tuckey advised that she will be communicating with the Mayor and will provide a better outline to Administration on what is required to be completed.

9. Excusing of Councillors

RECOMMENDATION

Moved by: Cr. Patel

Seconded by: Cr. Tuckey

That Mayor Napier-Buckley and D/M Smith be excused from the Municipal Services Standing Committee Meeting on August 14, 2018.

CARRIED UNANIMOUSLY

10. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on September 11, 2018.

11. Adjournment

RECOMMENDATION

Moved by: Cr. Kikoak

Seconded by: Cr. Bell

That the meeting be adjourned at 9:37 pm.

CARRIED UNANIMOUSLY



Town of Fort Smith

Vision, Values and Goals

Approved: August 16, 2011

Vision The Town of Fort Smith will work with its 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

- We value an open, transparent, effective government.
- We value our natural environment.
- We value a safe and hospitable community for our residents and visitors.
- We value education.
- We value the use of sustainable energy sources.
- We value active living, health and wellness.
- We value effective communication.
- We value community unity through partnerships.
- We value the passion and commitment of our volunteers.

Goals

- Operate an open, transparent and effective government
- Operate the Town of Fort Smith in a fiscally responsible manner.
- Provide excellent municipal programs and services to the citizens.
- **Continue as a responsible employer**
- Preserve, advocate and enhance the natural environment in the Town.
- **Maintain a safe community.**
- Support all educational opportunities within the community.
- Be a leader in sustainable environmental practices in our community.
- **Foster a strong cohesive community spirit.**
- Maintain a healthy, active community
- **Grow our residential and business community**
- Promote Fort Smith as a desirable destination.

**TOWN OF FORT SMITH
2018 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Budget 2017	Project Details (Details, issues, comments)	Funding Source
Corporate Services	\$ 80,000		
IT Recommendation	\$ 25,000	Complete IT Plan and upgrade the system as identified from this plan.	CPI
IT Evergreen	\$ 20,000	Annual IT replacement; \$10,000 annually for computers and \$20,000 every five years for servers; 2018 includes \$10k carry-over from 2017.	CPI
Integrated Community Sustainability Plan	\$ 10,000	Funding to complete contract for Strategic Planning.	GAS TAX
Asset Management System	\$ 25,000	Hire staff to collect data for asset management system.	GAS TAX
Municipal Services	\$ 8,325,000		
Public Works	\$ 375,000		
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.	CPI
F150 4x4	\$ 105,000	Replace 2011 2WD Works truck; existing unit will go to Community Services and 2003 Community Services truck surplus. Replace 2006 FM truck; existing unit will be surplus. Replace 2006 Works truck; existing unit may be added to FM fleet or 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
Sidewalk Repairs and Improvements	\$ 100,000	Repair McDougal retaining wall, repair various sidewalk breaks.	CPI
Engineering Services	\$ 50,000	Design services for water and sewer as-builts, as-and-when engineering, etc.	CPI
Protection	\$ 550,000		
Fire Abatement	\$ 10,000	Recurring Fire Abatement.	CPI
Fire Truck	\$ 350,000	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.	CPI
Mower	\$ 20,000	Replace 2002 Mower with unit robust enough for fire abatement maintenance. Existing unit will be surplus.	CPI
F150 4x4	\$ 35,000	Fire Chief truck; also backup Bylaw Enforcement truck.	CPI
Street Lighting	\$ 75,000	NTPC installation of 50 new street lights.	CPI
Communications Equipment	\$ 50,000	Current radios and communications systems dated and at end of useful life. Communication systems require review and equipment requires replacing.	CPI
Animal Shelter Minor Capital	\$ 10,000	Complete contract for mid-life retrofit of building.	CPI
Environmental	\$ 1,575,000		
Waste Reduction Initiative	\$ 50,000	Seed money to facilitate third-party funding for implementation of Waste Reduction Initiative.	CPI

**TOWN OF FORT SMITH
2018 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Budget 2017	Project Details	
		(Details, issues, comments)	Funding Source
Landfill Expansion	\$ 1,500,000	Construction of Landfill Expansion.	CPI
Landfill Minor Capital	\$ 25,000	Removal of metals (white, car hulks, scrap metal, oil tanks and drums).	CPI
Utility Infrastructure	\$ 5,825,000		
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	\$ 5,000,000	In 2016, \$3.75M was approved as part of the Clean Water and Wastewater Fund Federal funding initiative. The approval requires a contribution of \$1.25M by the Town, for a total project value of \$5M.	GAT TAX / CPI / FEDERAL
Water and Sewer System Upgrades	\$ 100,000	Replacement and upgrade of various system components including: pumps and pump controllers, building improvements, welding repair.	GAS TAX
Water Truck Fill Station	\$ 75,000	Construction of an appropriate water truck fill station.	GAS TAX
Water Treatment Plant Heating System	\$ 100,000	Electric boiler required to be purchased and incorporated into system. Glycol piping requires upgrading. Backup Heat Exchanger needs to be purchased. Budget value established in anticipation of receiving third-party funding for the electric boiler.	GAS TAX
Water Treatment Plant Upgrade Design	\$ 200,000	Design services for upgrades to the Water Treatment Plant.	GAS TAX
F150 4x4	\$ 35,000	Replace 2006 truck. Existing unit will be surplus.	CPI
Sewer Flusher	\$ 50,000	Replace 2002 Sewer Flusher. Existing unit will be retained as backup to the new unit.	GAS TAX
Lagoon De-sludge	\$ 25,000	Bi-annual de-sludging of Sewage Lagoon.	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.	CPI
Community Services	\$ 780,000		
RCC Electronic Sign	\$ 15,000	New electronic sign at the RCC to replace Town Hall sign. Third-party funding received to support \$25,000 cost.	CPI
Downtown Development	\$ 500,000	Seed money to facilitate ITI and CanNor funding. Work to include AWG Snowboard Park, repair and replace Boardwalk and Lookout, landscaping, Riverside Park development, and Design Standards development.	CPI
Recreation Program Equipment	\$ 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.	CPI
Parks and Playgrounds	\$ 30,000	Replace equipment as per the Parks Plan.	CPI

**TOWN OF FORT SMITH
2018 BUDGET
CAPITAL PROJECTS AND EXPENDITURES FROM RESERVES**

Projects	Project Details		
	Budget 2017	(Details, issues, comments)	Funding Source
RCC Master Planning	\$ 50,000	Consultant to convert Community Services Program Review into facility space analysis in preparation for design and construction of RCC upgrades utilising SCF Federal funding.	CPI
Arena Additions	\$ 100,000	Completion of Arena renovations including Mezzanine washrooms, AWG preparations, purchase of furniture and equipment, additional painting, change room fit-up, service entrance relocation, sprinkler standpipe relocation, additional door hardware, and fall arrest anchors.	CPI
Library Renovations	\$ 10,000	The Library is in need of basement carpet and fence repair.	CPI
Capital Project Total Summary	\$ 9,185,000		
2016 Audit Balances			
		Proposed 2018	Balances
Unspent CPI	\$ 1,972,196		
2017/18 CPI	\$ 1,114,000		
2018/19 CPI	\$ 1,114,000		
Total CPI	\$ 4,200,196	\$ 3,660,000	\$ 540,196
unspent Gas Tax	\$ -		
2017/18 Gas Tax	\$ 863,000		
2018/19 Gas Tax	\$ 913,000		
Total Gas Tax	\$ 1,776,000	\$ 1,775,000	\$ 1,000
Municipal	\$ 159,353		
Mobile Equipment	\$ 196,863		
Recreation	\$ 42,143		
Emergency Equipment	\$ 412,195		
Computer	\$ 27,971		
2017 Contribution	\$ 100,000		
2018 Contribution	\$ 100,000		
Total General Reserves	\$ 1,038,525	\$ -	\$ 1,038,525
Utility	\$ 1,838,082		
2017 Contribution	\$ 100,000		
2018 Contribution	\$ 100,000		
Total Utility Reserves	\$ 2,038,082	\$ -	\$ 2,038,082
Environmental	\$ -		
2017 Contribution	\$ 100,000		
2018 Contribution	\$ 100,000		
Total Environmental Reserves	\$ 200,000	\$ -	\$ 200,000
CWWF	\$ 3,750,000		
BCF/SCF	\$ 2,500,000		
Total Federal Funding	\$ 6,250,000	\$ 3,750,000	\$ 2,500,000
Total Capital and Reserves	\$ 15,502,803	\$ 9,185,000	\$ 6,317,803



**Fort Smith Volunteer Fire Department
Monthly Report
August 2018**

Date	Start Time	Incident/Activity	Address	# of FF	End Time	Comments/Issues
1-Aug-18	19:00	Practice	Fire Hall	10	21:00	Driver training
8-Aug-18	19:00	Practice	Fire Hall	14	21:00	Fire attack/ Hydrant hook up drills
12-Aug-18	14:01	Liberty	56 Whipoorwi	5	14:45	False Alarm. Home owner mis-punched key pad
13-Aug-18	16:35	Arctic Alarms	Grande De To	8	16:50	False Alarm. Workers soldering. Called off by college staff before leaving the hall
15-Aug-18	1:06	Arctic Alarms	Aurora Colleg	12	2:06	Someone had broken in and discharged fire extinguishers, setting off the alarm
15-Aug-18	19:00	Practice	Fire Hall	10	21:15	BA & Searches
19-Aug-18	2:50	Liberty	92 Tamarac	10	3:20	False Alarm. House party/smoking inside. Was not called off by Liberty
22-Aug-18	19:00	Practice	Fire Hall	13	21:00	Truck Inspections
25-Aug-18	4:13	Side by Side Fire	Soccer Field	10	6:30	RCMP Dispaced, Stolen Can-Am Defender from ENR
26-Aug-18	6:40	Vehicle/Camper Fire	Pine Lake	12	10:30	WBMP Dispaced, Truck and camper were on fire.
26-Aug-18	9:40	Clean Up	Fire Hall	11	10:30	Clean truck and gear after Pine Lake
29-Aug-18	19:00	Practice	Fire Hall	6	20:00	Prep in front of bay 2 & 3 for cold patch repair

Type of Call	Month	Year to Date	Last Month	Last Year	Last Year to Date
Training/Practice	5	33	4	5	34
Callout	7	35	5	5	20
Other (Event/Investigation)	0	2	0	0	5
Total	12	70	9	10	59

# Active Members (end of month)	22
# Of Person-Hours	203.2

Comments

Hydrant 96 (Whipoorwill and Wren) has grown in and couldn't be easily found on the Aug 12 call.

During Aug 25 call Can-Am Defender fire at soccer field on Calder hydrant 68 failed to close afterwards. Jessie Foote came out and shut it down at the curb stop.

For the Aug 26 call we sent 6 members on Pumper 2 to Pine Lake for a truck and camper on fire at the campground. The owners had extinguished the camper by the time we had arrived so was just the truck for us to deal with.



**Fort Smith Volunteer Fire Department
Monthly Report
July 2018**

Date	Start Time	Incident/Activity	Address	# of FF	End Time	Comments/Issues
4-Jul-18	10:30	Arctic Alarm	Multiple	6	10:51	Water Tower Issues, Low water pressure aaalarms going off at Health Centre, College, Rec Centre and PWK
4-Jul-18	19:00	Practice	Fire Hall	5	21:00	Radio Ops
5-Jul-18	14:55	Arctic Alarm	50 Conibear	5	15:15	False Alarm - Workers in the building
11-Jul-18	19:00	Practice	Fire Hall	9	21:20	Porta Tank
17-Jul-18	12:50	Liberty	36 Poppy	11	13:00	False Alarm
18-Jul-18	19:00	Practice	Fire Hall	11	21:06	Forward Hose Lays
25-Jul-18	11:13	Arctic Alarms	50 Conibear	8	11:55	Duct Sensor in Mechanical Penthouse from duct cleaning
25-Jul-18	19:00	Practice	Fire Hall	12	20:10	Hall Clean-up
28-Jul-18	16:32	Arctic Alarms	PWK	6	16:52	False Alarm - Workers cleaning ducts

Type of Call	Month	Year to Date	Last Month	Last Year	Last Year to Date
Training/Practice	4	28	4	3	29
Callout	5	28	2	1	15
Other (Event/Investigation)	0	2	1	0	5
Total	9	58	7	4	49

# Active Members (end of month)	22
# Of Person-Hours	81.3

Comments

Members numbers were low at times this month due to people being away on summer holidays.

MACA has canclcd the 1001 training tilll the new year when students will have to reapply.

The delay in getting fire calls from Liberty seems to be from them calling 872-3306 instead of 872-2222. Not sure where they got the 3306 number is from.



Bylaw Monthly Report

Sep-18

Violation	Warnings	1st Offence	2nd Offence	3rd Offence	Total	Action
ATV	4					
Dogs at Large	9					
Unregistered Dog	3					
Dogs in pound	6					
Speeding	7					
Stop work Order	0					
Unregistered vehicle	5					given to RCMP/
Unsightly Lands						
Traffic Issue						abandoned vehicle, (owner picked up)/funeral
Non emergency call						
Dev permits						
RCMP Matters	1					Motor home parked in post office driveway for 2
Fire calls						days
Ambulance assist						
general complaints	9					Neighbours fire smarting/stolen bike/noise
Stop work Order						loose dogs,
Business license						

Additional Comments:



BRIEFING NOTE

To: Mayor and Council

Date: September 6, 2018

Subject: Reallocation of Funds

Purpose:

To provide Mayor and Council information on the reallocation of funds to purchase new dumpster bins.

Background:

To meet our current and future demand to provide dumpster bin rentals for the residents of Fort Smith, new dumpsters will need to be purchased. Through use and wear, Public Works have been removing bins from service as they become unfixable.

Analysis:

There is \$25,000.00 in Landfill Minor Capital allocated to provide payment for contractors to remove metals from the Landfill that will not be utilized this year. Our contractor that has been removing the metals has been doing it at no cost to the Town as the price of metals have been high enough to make a profit.

The purchase of new dumpster bins will generate additional revenue as they are rented out. Two new complexes will be coming on line and we are currently unable to provide the dumpsters that may be required.

Recommendation:

That \$ 25,000.00 in Landfill Minor Capital used for the removal of metals from the Landfill be reallocated for the purchase of new dumpster bins.