



Town of Fort Smith  
Corporate Services Committee  
Tuesday, September 4, 2018, at 7:00 pm

Chairperson: D/M Smith  
Members: Mayor Napier-Buckley, Cr. Holtorf, Cr. Patel, Cr. Tuckey  
Regrets: Cr. Kikoak, Cr. Bell, Cr. McArthur, Cr. Dumont  
Staff Present: Keith Morrison, Senior Administrative Officer; Jim Hood, Director of Corporate Services; Lisa-marie Pierrot, Executive Secretary  
Guests: Patti Haaima, Brad Brake

1. Call to Order

D/M Smith called the meeting to order at 7:00 pm.

2. Review

- a. Agenda –The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Patel**

**That the agenda be adopted as presented.**

**CARRIED UNANIMOUSLY**

- b. Minutes – The minutes of August 7, 2018, were reviewed and have been adopted at the Council meeting of August 21, 2018. Cr. Holtorf asked what the next steps are after property's are displayed and advertised for having tax arrears. Administration advised that if there is no response received after a set date then the properties are advertised for sale. The Director of Corporate Services advised that once the property taxes are published, anyone with a registered interest are notified in writing that collection action has begun. At that point the lean holder has an opportunity to address by resolving the arrears. Once the deadline has passed there would be a tax sale and the lawyers have to make sure the property is still in arrears to be eligible for public auction. There are a number of steps which are complicated which has led the Town to obtain legal representation.
- c. Vision, Values and Goals – The Vision, Values and Goals were reviewed.
- d. Strategic Plan – The Strategic Plan was reviewed.

3. Governance

a. Council Priorities

- i. Aurora College Program Review – Mayor Napier Buckley advised that the next step is to meet with the Premier and the Minister of Education Culture and Employment. She advised that someone has been hired to do communications but from the feedback received in Yellowknife the scope of work for the communication position needs to be reviewed. She advised that this needs to be discussed with the committee.
- ii. Road to Garden River – Cr. Holtorf asked if Council would like to entertain a motion to encourage the next Council to continue with this initiative and support those that require the Town of Fort Smith's support. Mayor Napier Buckley advised that at this point the lead for the road is in the hands of the Mikisew Cree and that we have certainly shown our support as a community, but we can look at what they would require from us moving forward. Cr. Holtorf thinks that would be good with new council would as there

may be a gap of knowledge and time. Cr. Patel asked if the those in the lead on this road are lobbying the government for funding. Mayor Napier-Buckley advised that she was unsure where they are in the process but get that information.

- iii. Youth Crime – Mayor Napier-Buckley advised that she has met with Sergeant Gilbert in regard to the more recent crimes in the community. She indicated that this is frustrating for both community members and the RCMP. She advised that as a result of the meeting they are looking into completing a community victim impact statement for those youth that are continuously causing trouble in the community.
- iv. Daycare – Mayor Napier-Buckley advised that YWCA is working to move the modular home into Fort Smith for the Daycare Centre before the closing of the construction of the Hay River Bridge begins.

#### 4. Finance

- a. Accounts Paid List Part I– The Accounts Paid List Part I was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Holtorf**

**That the Accounts Paid List Part I for the period ending August 31, 2018, totaling \$452,690.31 be approved.**

**CARRIED UNANIMOUSLY**

- b. Accounts Paid List Part II – The Accounts Paid List Part II was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Holtorf**

**Seconded by: Cr. Patel**

**That the Accounts Paid List Part II for the period ending August 31, 2018, totaling \$670.95 be approved.**

**CARRIED UNANIMOUSLY**

#### 5. Administration

- a. Briefing Note Fort Smith Music Society Donation Request – The briefing note was reviewed. Administration advised that the there is a stage request from the music society. He advised that he had been working with the Music Society with the intention to help them in growing into reestablishing the South Slave Friendship Festival. He indicated that this group started as a small society with local musicians who would be the ideal group to work with to reestablish the South Slave Friendship Festival They have been holding outdoor concerts in the spring and the fall. We have been working with them by offering in-kind support by providing the stage. Unfortunately, we have not seen the growth that we have wished to accomplish, they still continue to be private parties offered through a fee at the door and continue to remain small events. He has been unsuccessful in achieving these goals with the Music Society. Their events are not community events. The South Slave Friendship Festival has now returned. A request was made for the Music Society to move their event to accommodate a college event and if they could provide musicians, they couldn't move their event. They could not provide performers. At this point we feel that this is not the relationship that we had hoped to build. He indicated that if Council wishes to continue to support the Music Society this request can be done through a donation. He has advised that he has offered funds from the friendship festival budget and has been advised that the Music Society does not require the funds. He doesn't see they need for the donation.

Cr. Tuckey advised that this was a concern right from the start that we wanted more community support. It is disappointing because if you added up the amount of times we did give them in kind staging and not be

provided anything in return. She does not support this donation out of the donation budget. D/M Smith asked if for clarification on the cost for setting up. Administration advised that it depends on timing of the event and if the stage has to be done over the weekend or after regular working hours.

Mayor Napier-Buckley asked if the Music Society decides that they are able to pay would it possible for them to still do the event without in-kind services. Administration advised that the stage is being provided regardless whether it is donated, or they pay the fee. Cr. Holtorf appreciates the back-ground information and supports the decision to not provide the in-kind services or donation of the stage. Administration advised that once he receives direction from Council he can meet with the Music Society. Cr. Holtorf indicated that if this request was done through the donation budget according to the policy they would not qualify for a donation. D/M Smith advised that the direction to Administration is that the stage be provided as a rental agreement.

- b. Briefing Note College Block Party – The briefing note was reviewed. Administration advised that this is an information note and no direction is required. We have been hearing loud and clear to welcome college students. What we are looking at now is having a fall block party which will continue as an annual event. This will be happening in the Recreation Centre parking lot as there would be too much strain on residents to host this on a particular street. The intent is to create a strong sense of community. We have been working with student services at the Aurora College and is fully on board. The College is planning a welcome week for students with the block party concluding all the events to welcome students to the community. There are number of events in September which will contribute to the welcoming of students which include the UNW BBQ, Private Stock, Art in the Park, Desnede Farmers market, volleyball, and a number of workshops at the Northern Life Museum. The block party will include live music, a BBQ, pool party, street hockey, beach volleyball, horseshoe pits, parents and tots, and a bouncy castle. He advised that invitations have been extended out to businesses for tables to set up as vendors and providing information to new students. The parking lot will be closed to traffic. He advised that he has to check with Fields and PWK as there lots may be required for extra parking. He advised that he will be looking for sponsors as this is an unbudgeted event. Cr. Patel thinks this is an excellent initiative and very well planned. She advised that she is available to help out. She asked if more funds are required for this event where would the funds come from. Administration advised that there are a few options which include expensing this to the public relations budget or the friendship festival budget.
- c. Briefing Note Fort Smith Metis Council Petition – The briefing note was reviewed. Administration advised that this is just an update. He advised that to obtain the cost to residents is impossible as there are too many variables to consider. We can't truly quantify this cost because it depends on people. He advised that other jurisdictions have done this through a petition which is an option for the Town to do to see if public wants to change name. He advised that the CTV act requires 80% of voters to vote in favour. To do this he would require direction from Council. Cr. Patel supports what the Fort Smith Metis brought forward. She thinks it would be in good faith for the Town to work with the Fort Smith Metis. She thinks Council should move forward with a joint response and get suggestions on renaming the street. Cr. Tuckey agreed with Cr. Patel. Cr. Holtorf appreciates the back-ground information. He asked what those directly affected mean and who would be allowed to vote. Administration advised that in the context local improvement initiative, only those residents benefit from those initiatives and other residents don't have to pay for it, so it's done like a local home improvement. Therefore, only those living on McDougal Road would be affected and be able to vote. He advised this if this issue is addressed through the petitions in the CTV, he

would have to check into the legality of doing a petition. Cr. Holtorf wondered if this is something that can be voted on with the municipal elections. Administration advised that question on a ballot may not have any specific requirements. D/M Smith asked if there has been any further discussion with the Fort Smith Metis Council on cost. Administration indicated that he is reporting to Council on getting more direction. Cr. Holtorf thinks that the Fort Smith Metis be provided a verbal update. We have had this for over a year now and he wants to make sure they know Council is not just sitting on it. Mayor Napier-Buckley advised that she can update the Fort Smith Metis Council on the progress. Cr. Holtorf asked how do we go about getting another name. D/M Smith indicated that Council will definitely have to seek community input on that issue. Cr. Patel asked where we normally choose street names from. Mayor Napier-Buckley advised that the names for Westgrove were chosen in the 70s and that is a decision from Council.

- d. Briefing Note 2017/18 Accountability Framework Report – The briefing note was reviewed. Administration advised that this is an annual task that is an outcome from gas tax and CPI funding. He indicated that the federal government wants to ensure that actions with the gas tax funding is consequential and not random therefore they implemented this reporting requirement for CPI and gas tax funds. The accountability framework is a questionnaire that judges the health of the community. He indicated that the GNWT is responsible to the federal government and we report this to GNWT. The document is presented to Council and requires a motion for approval for submission to the GNWT. Mayor Napier-Buckley asked if the emergency plan membership list is updated annually. Mayor Napier-Buckley indicated that under effective sports and budget planning the if that was done; it indicates that it wasn't, she asked for clarification on that. Administration interpreted the question in the sense that the recreation plans required budget information and the Town's recreation plan is about programming and does not include budget information. Cr. Holtorf brought attention to the fire department and that we are provided with the resources to provide this service. He asked what level of services that the community has chosen to provide, what is meant by 2-3-4. Administration advised that is level one being defensive fire fighting and 2-3-4 that is offensive.

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Holtorf**

**That Council approve the 2017-2018 Accountability Framework Report as presented.**

**CARRIED UNANIMOUSLY**

Administration advised that nominations for the 2018 municipal elections has opened today and we have not set a date for advanced vote. Elections are on October 15, 2018. We are hoping to bring Council a three-year budget for review. He advised that the level of services increase request has been implemented and lots of staffing being advertised. We have been able to hire two early childhood workers. We are working on getting employee cards out and trying to get information on having discounts associated with the staff cards. He advised that the bylaw review committee met and is working to get answers for the policy's and bylaws that were forwarded to them. The bylaw review committee has forwarded the Healthy Food policy to RAB. He advised that he is working to increase the budget for parks and play grounds and will be providing information. He advised that he will be traveling to LGANT conference in October. He advised that the Protective Services Supervisor did not start today. The bylaw officer is in front of the schools enforcing speeding limits. Cr. Patel asked if Administration intended to do a call out for people to review council pay and honoraria. D/M Smith indicate that there was no formal direction given Administration. Cr. Patel would like that an extra amount to be put for those that have dependents be added in the discussion for those reviewing the wages. D/M Smith advised that a motion has to come from Council on this issue. Administration advised that there is a requirement for every Council term to review rates of pay. We did bring rates of

pay before the bylaw committee who decided that it does not need to be reviewed. Cr. Tuckey would like to see that a group formed of public members, review honoraria for Mayor and Council and hours of work. She would like to see a neutral group that would be objective. She indicated that when the review committee reviewed this in the beginning of the term they had no perspective. She indicated that the mayor should also have more hours. Cr. Patel understands that the committee is made up of public and would like to ensure that the selected members are not running for next municipal election. Cr. Holtorf thinks it is important that it be examined what is being done to bring encouragement for women. He thinks that research could be brought to this committee on those concerns.

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Holtorf**

**That Council direct Administration to look at getting a group for public members to review Council and Mayor's honoraria and hours of work.**

**CARRIED UNANIMOUSLY**

6. Other Business

a. Correspondence – The August, 2018 correspondence was reviewed. Administration advised that there is a request for a four way stop that was emailed to Council. D/M Smith asked if there was already a briefing note provided on this request. Administration indicated that this is the third request. Cr. Holtorf asked if there should be a briefing note. He indicated that we don't do education and we should be taking direction from Administration from what others are doing. He would like more factual information to make a decision on this. Mayor Napier-Buckley indicated that the Town does not have a policy on adding stop signs and is not included in the traffic bylaw. There was some discussion earlier about distracted driving and asked if this would be easier to decide on if there is a review of that bylaw and include a process for adding stop signs. Administration thinks that the process be a holistic one, by adding all speed limits and stop signs and to the traffic bylaw. He indicated that until the process is reviewed the current process to put in four way stops is the direction of Council. Mayor Napier-Buckley indicated that the two stop signs that have been approved were recognized by the community as being a hazard. Mayor Napier-Buckley asked if we can have the Bylaw Officer sit there to do some warnings and collect data. Administration advised that is possible. Cr. Patel thinks it is a great idea to have a plan. She doesn't think the Towns resources be put towards having a consultant write that plan. Cr. Holtorf asked if there is any sidewalks in a lot of these areas. Mayor Napier-Buckley advised that there was a sign on McDougal Road and that it is possible to add crosswalk signs if pedestrians are a concern. Administration indicated that with no criteria it's up to Council on what you think is the best solution.

b. Licensing Report – The August 2018 licensing report was reviewed.

c. In-Camera Session – *CTV Act S.23(3)(c) Personnel Issue*

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Tuckey**

**That Council move in-camera at 8:22 pm to discuss a personnel issue in accordance with Section 23(3)(c) of the Cities, Towns and Villages Act.**

**CARRIED UNANIMOUSLY**

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Tuckey**

**That Council move out of in-camera at 9:17 pm.**

**CARRIED UNANIMOUSLY**

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Holtorf**

**That Council approve the Senior Administrative Officer's performance appraisal as amended.**

**CARRIED UNANIMOUSLY**

7. Excusing of Councillors

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Patel**

**That Cr. Kikoak, Cr. Dumont, Cr. Bell, and Cr. McArthur be excused from the Corporate Services Standing Committee meeting of September 4, 2018.**

**CARRIED UNANIMOUSLY**

8. Date of Next Meeting

The next meeting of the Corporate Services Standing Committee will be October 2, 2018.

9. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Holtorf**

**That the meeting be adjourned at 9:20 pm.**

**CARRIED UNANIMOUSLY**



Town of Fort Smith  
Community Services Committee  
Tuesday, September 11, 2018, at 7:00 pm

Chairperson: Cr. Tuckey  
Members Present: Cr. Dumont, Cr. Bell, Cr. Patel, Cr. Kikoak, D/M Smith, Cr. Holtorf, Cr. McArthur  
Regrets : Mayor Napier-Buckley  
Staff Present: Keith Morrison, Senior Administrative Officer; Cynthia White, Director of Community Services; Paul Kaeser, Director of Municipal Services; Lisa-marie Pierrot, Executive Secretary  
Guests: Brad Brake, Patti Haima, Keith Hartery

1. Call to Order  
Cr. Tuckey called the meeting to order at 7:00 pm.
2. Review
  - a. Agenda – The agenda was reviewed.  
**RECOMMENDATION**  
**Moved by: Cr. McArthur**  
**Seconded by: Cr. Patel**  
**That the agenda be adopted as amended.**  
**CARRIED UNANIMOUSLY**
  - b. Minutes – The minutes of August 14, 2018, were reviewed and have been adopted at the Council meeting of August 21, 2018.
  - c. Vision, Values and Goals – The Vision, Values and Goals were reviewed.
  - d. Community Services Master Plan – The Master Plan was reviewed.
3. Recreation
  - a. Recreation Services
    - i. Recreation Statistics – The August 2018 recreation statistics report was reviewed. The Director of Community Services advised that there are not many changes. She advised that the party room has been included in the statistics and that the space is typically used for meetings and parties. She advised that the youth drop in program is not being compared to anything as it was not offered in previous years but continues to be a successful program. The program that is being offered to the Health and Social Services Post-Partum group continues to be successful and will continue the program into the fall. The Day Camp program was successful with many in attendance.
    - ii. Pool Statistics – The August 2018 pool statistics report was reviewed. The Director of Community Service advised that the statistic numbers are low as the pool was closed for the last week and half of August. Cr. Bell asked when swimming lessons will start. The Director of Community Services advised that registration will open soon and anticipates that the program will start in late September. Cr. Holtorf indicated that there were concerns of a decrease in recreation revenues when the second quarter variance and asked if the reasons for the decline has been identified. Administration advised that is still underway and is working to identify those issues.
4. Library
  - a. Library Services

- i. Library Statistics – The August 2018 library statistics report was reviewed. The Director of Community Services advised that there were high use of the library during the summer months. She advised that the Library gets quite a few students that come during the day to use the computers and will stay for a good portion of the day. There is low story time statistics as the program provider was away and the long weekend resulted in the program being cancelled. Cr. Kikoak suggested that the login page for the computers at the library include town advertisements as the usage of the computers is high.

5. Administration

- a. Briefing Note Fort Smith Music Society Donation Request – The briefing note was reviewed. Administration advised that this was originally brought to Corporate Services Standing Committee meeting. He advised that the Private Stock event will not be happening this year and is requesting the budget be reallocated to the block party event. The Director of Community Services advised that she is still working to fill in that music society slot. The Music Society would like to provide musicians for free but is a struggle as equipment is expensive. This would be beneficial to enticing funding to provide the event.

Cr. Kikoak declared a conflict of interest.

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: D/M Smith**

**That \$1,250.00 from the Music Festival funding be allocated to the College Block Party for this year.**

**IN FAVOUR – D/M SMITH, CR. PATEL, CR. BELL, CR. DUMONT, CR. MCARTHUR, CR. HOLTORF**

**ABSTAINED – CR. KIKOAK**

**CARRIED**

- b. Briefing Note Playground Equipment Purchase Plan – The briefing note was reviewed. Administration advised that there is \$30,000 in the budget for playground and equipment and has been there every year. He advised that now we have an opportunity to purchase a number of sets of equipment and achieve a number of factors such as discount, shipping, and economies of scale. The installation is being done by a specialist. He advised that Parks Canada is looking at purchasing parks equipment from the same vendor and we will be working with them to purchase bulk. He advised he will be sole sourcing the equipment and that all the equipment will be purchased from Blue Imp Equipment. He advised that he will be sole sourcing through Blue Imp equipment for many reasons including the good quality equipment, the stability of the business and that they don't sell through distributors.

Cr. Holtorf asked if there is a possibility to reallocate funds from the track and field budget to fund this project as there were no upgrades made to the track and field. Administration advised that this is all money that needs to be spent whether it has to come from reserves. He indicated that it is up to Council to decide. He highlighted that Council did receive recommendations from RAB on upgrading the Track and Field. D/M Smith asked if there are particular parks that the equipment is intended for. Administration advised that the parks on Caribous Crescent, Timber Crescent and Walter's Court are where they intend to install the equipment. He advised that all three parks are unnamed and that he is also looking to obtain sponsorship. D/M Smith indicated that in his nine years of Council, he never spent any money on parks. He indicated that in the past the Town has partnered with MACA to help offset cost. Cr. McArthur asked if kid city is in good condition and if any equipment require replacement. Administration advised that he is acting on the recommendation on Parks and Playgrounds that was provided by RAB. Cr. Bell supports the initiative



on these parks and suggested that the park on St. Ann's Street be considered. Administration advised that he is consulting with housing and hopes they could respond in time. Cr. Kikoak would like to say she appreciates the partnering that was done on this project. She would like more information on what features were considered when identifying this equipment. The Director of Community Services looked for equipment to accommodate children between the ages of 2 and 12 years old as that is the age group that seems to use the park. Cr. Holtorf asked if a judgement has been made on the audience that uses that park. Administration advised that a lot of information is dictated and going by what was there before. The Director of Community Services indicated that we want to make sure that we get a structure that is cost effective and maximizes the age groups. Cr. Kikoak indicated that in the options provided there is only one structure that has a monkey bar feature. She advised that the monkey bars is a popular feature and requested more options of equipment with a monkey bar feature. Administration advised that we can look at what we based our decisions on and provide more information on that. Cr. Kikoak would appreciate that and if there was an option for children to swing they would like that.

**RECOMMENDATION**

**Moved by: Cr. Dumont**

**Seconded by: Cr. Bell**

**That Council approve an increase in the capital budget for Parks and Playgrounds from \$30,000.00 to \$90,000.00, the equivalent of three years of spending.**

**CARRIED UNANIMOUSLY**

6. Other Business

- a. Aurora College Foundational Review – Cr. Holtorf would like to get some idea on the status of the NWT Post-Secondary Education Committee. She indicated that the structure of the committee will need to be reviewed as with new Council is elected all the members of the committee would change. He suggested that someone be appointed to ensure the smooth transition of the committee to new Council and that the focus of the committee remains the same. Administration can't speak the existence of the committee. That is an issue that is front of mind for incoming council. He advised that there is a communications piece is being authored for editing to be sent out in mail drop. The document is being written that focuses the lobbying. The Mayor is working to get a lobbying person working in Yellowknife. There was a new understanding from Mayor and Deputy Mayor identified from the Standing Committee meeting. He indicated that the next action point is meeting with the Premier. He advised that we have been pushing that agenda to have that meeting with the Premier and hopes to have lobbying done prior to the meeting. Cr. Holtorf asked if a person been hired for the communicating officer position. Administration advised that the Mayor was working on that. Cr. Holtorf asked if there is timeframe on producing a newsletter. Administration advised that the work was done last week and hoping to have that done by the end of the week. Cr. Kikoak asked if Katherine Nairne is the Author for the communications document. Administration advised that someone well versed on this issue would be beneficial and confirmed that the same consultant has been hired to produce this document. The legislative is convinced that there will be a University and we need to reposition the document that doesn't challenge the foundational review but identifies the reasons why we should have the university in Fort Smith. D/M Smith indicated that the announcement last week of new deputy minister caught everyone off guard. GNWT views this as a new position and not eliminating a position. ECE advertises that no decisions have been made but yet they have been taken one of the recommendations and created this deputy minister position and basing it in Yellowknife. He didn't think the standing committee could sway the ECE minister on away from creating this university and but could change Fort Smith from becoming a trades

school. He advised that he was away and has not had a chance to update with the Mayor. He indicated that we need to be apart of the solution.

7. Excusing of Councillors

**RECOMMENDATION**

**Moved by: Cr. Dumont**

**Seconded by: Cr. Patel**

**That Mayor Napier-Buckley be excused from Community Services Meeting on September 11, 2018.**

**CARRIED UNANIMOUSLY**

8. Date of Next Meeting

The next meeting of the Community Services Standing Committee meeting will be held on October 9, 2018.

9. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. Bell**

**That the meeting be adjourned at 7:43 p.m.**

**CARRIED UNANIMOUSLY**



Town of Fort Smith  
Municipal Services Committee Meeting  
Tuesday, September 11, 2018 at 8:15 pm.

Chairperson: Cr. Dumont  
Members Present: Cr. Bell, Cr. Kikoak, Cr. Tuckey, Cr. Patel, D/M Smith, Cr. McArthur, Cr. Holtorf  
Regrets: Mayor Napier-Buckley  
Staff Present: Keith Morrison, Senior Administrative Officer; Paul Kaeser, Director of Municipal Services; Cynthia White, Director of Community Services; Lisa-marie Pierrot, Executive Secretary  
Guest: Brad Brake, Patti Haima, Keith Hartery

1. Call to Order

Cr. Dumont called the meeting to order at 7:43 pm.

2. Review

- a. Agenda – The agenda was reviewed.

**RECOMMENDATION**

**Moved by: Cr. Kikoak**

**Seconded by: Cr. Tuckey**

**That the agenda be adopted as presented.**

**CARRIED UNANIMOUSLY**

- b. Minutes – The minutes of August 14, 2018, were reviewed and were adopted at the Council meeting of August 21, 2018.

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

- d. 2018 Capital Plan – The Capital Plan was reviewed. Administration advised that the clean water and waste water fund project may start as soon as this weekend as he is just waiting for the schedule from Rowe's construction. The project will include putting in boundary control valves as they are old. He advised that the water does not have to be shut off. He indicated that the cemetery expansion has commenced and that the area has been leveled and seeded. There is a fence there that is a snow fence. He advised that the snowboard contractor will be coming into the community and working to open up an additional toboggan hill. He advised that there was mowing around landslide completed. He advised that fire abatement will be happening. Cr. McArthur asked if an individual person can approach the Town to do fire abatement and clean up for fire. Administration advised that residents are advised that they unable to cut down tree for fire but if it falls they can take it. The Town works in conjunction with MACA on commissioners land and are able to provide permits for fire abatement on commissioners land.

3. Protective Services

- a. Fire Department

- i. Statistics Report – The August and July 2018 statistics reports were reviewed. Administration advised that there are two months of statistics provided. The ambulance statistics officer has gone back to school. He advised that the new Protective Services Supervisor will be starting in October. There were many fire alarms with liberty alarms installing alarm systems in the community. There was a side by side on fire. He advised that there will be a meeting on agreements with MACA as the Road into the park is gravel making it hard on the fire truck to respond.

b. Bylaw Department

- i. Bylaw Statistics Report – The August 2018, statistics report was reviewed. Administration advised that the Bylaw Officer has been busy in the last week. She encountered some situations where she required police assistance with apprehending dogs. We have been working with the RCMP to ensure the Bylaw Officer is safe in her duty's. D/M Smith asked if there has been any movement with the initiative for ground ambulance. Administration advised that the next step in that process, will be a phone interview with the consultant, and that they have been working on next steps. The new officer will be there to work on that. Cr. Holtorf asked if we have any agreement with territorial transportation to provide fire services to the airport. Administration advised not that he is aware of. Since the airport transferred to GNWT we are expected to respond in case of emergency as they are within the municipal boundary. D/M Smith advised that charters coming in for AWG were not approved unless the airport was serviced with emergency services.

4. Administration

- a. Briefing Note Allocation of Funds – The briefing note was reviewed. Administration advised that dumpsters have not been purchased in quite some time. He advised that the cost can't be expensed under the O&M funding. There are also new buildings that have been built and require dumpsters which we don't have any additional dumpsters for. There was a budget for waste metals which will not happen this year. Cr. Holtorf asked for clarification on the metals and if that includes washers and dryers. Administration advised that the landfill is a segregated landfill. He advised that white metals are washer and dryers. He advised that the metal builds up at the landfill until someone comes and takes it away. If it doesn't fill, then the waste sits there until it does fill up and is worth someone coming to remove it. Cr. Holtorf asked if there is a supplier in the north that could make these dumpsters. Administration advised that Kingland Ford will be supplying these dumpsters. D/M Smith asked if the design of the dumpsters has been developed in accordance with the proposed waste management plan. Administration advises that this an immediate response for buildings in need of dumpsters and that the design has been developed to consider the waste management plan.

**RECOMMENDATION**

**Moved by: Cr. Patel**

**Seconded by: Cr. McArthur**

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

**CARRIED UNANIMOUSLY**

- b. Briefing Note Request for Four-Way at Intersection – The briefing note was reviewed. Administration advised that a complaint letter was received requesting a four way be placed at the intersection of Field and Calder. He advised that currently Field Street gets stopped and that there is no traffic control on Calder Ave. He indicated that Calder Ave is the second busiest street in town. He advised that there are a number of four ways on Calder Ave. There is also a cross walk on Calder Ave which has no stop sign. He advised that the Bylaw Officer did complete an ad hoc overview of the cross walk. She found that most people choose to walk along Field street. He requested direction from Mayor and Council. D/M Smith indicated that the previous Council meeting the decision was made in the absence of a traffic plan. He indicated that there was a low level of analysis. He highlighted that what we are experiencing is residents bringing concerns and decisions are made based on those concerns. He would like responses to those concerns but thinks the best way to address this is to hire a consultant to analyze the traffic. We need comprehensive policy to guide this as there are other ways to calm traffic. Administration indicated that if

Council wishes to develop a plan, he can budget for a policy to be drafted. He indicated that there is a concern from a resident before Council, it may be a valuable concern but there is no data to informatively decide on this issue. He thinks it would be beneficial to have a policy to address this issue and future ones as well. Cr. McArthur supports lowering the speed limits to slow traffic. He would like signs installed where there are cross walks as drivers don't stop at the cross walk near Grand Detour. He suggested putting color on the pavement. Cr. Patel thinks its not worth getting a consultant to develop a plan and suggested that the plan be reviewed every six months. She advised that other towns have metal plated crosswalks. Cr. Kikoak suggested that if the Bylaw Officer set up the speed gun at the intersection and cross walk and issued tickets that could slow traffic. Administration indicated that with the new officer we are expanding the scope of traffic control to be everywhere in town not only focusing on the school zones. He will be working with the new officer to be more creative and find mechanisms to go about that. Cr. Holtorf advised that he interprets the briefing note as there is not a need for a four way at that intersection and recommends that the request be declined.

Administration – Administration advised that a request has been received from the South Slave Divisional Education Council to appoint new members as the current DEA council's term will be ending shortly. Administration asked if Council would like a briefing note for this request or if this should be left for new Council. Cr. McArthur asked if this is done now, would their term end at the end of this year. Administration advised that we appoint members of the public and would exist for the three-year term. Cr. Kikoak asked when does this Council stop. Administration advised that new Council starts at the beginning of November, but election is on October 15, 2018. He added that Council's ability is limited for last bit of the term.

5. Excusing of Councillors

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. Bell**

**That Mayor Napier-Buckley be excused from the Municipal Services Standing Committee Meeting on September 11, 2018.**

**CARRIED UNANIMOUSLY**

6. Date of Next Meeting

The next Municipal Services Standing Committee meeting will be held on October 9, 2018.

7. Adjournment

**RECOMMENDATION**

**Moved by: Cr. Tuckey**

**Seconded by: Cr. McArthur**

**That the meeting be adjourned at 8:20 pm.**

**CARRIED UNANIMOUSLY**