



MINUTES OF SPECIAL COUNCIL MEETING
Thursday, April 4, 2024

ATTENDANCE

PRESENT

MAYOR	Genevieve McLeod
DEPUTY MAYOR	Eva Hope
COUNCILORS	Julia Capot Blanc
	Hillary Deneron
	Barbara McLeod
	Cathy Gonet

ABSENT

COUNCILORS	Greg Wilson [With Notice]
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STAFF - Senior Administrative Officer	John W. McKee
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The meeting was called to replace the regular meeting scheduled for March 21, 2024, which was cancelled due to a conflict with the ADK meeting,

The Chairperson (Mayor) took the chair and called the meeting to order at 7:05 pm.

MLA Shane Thompson was scheduled to attend, but no charter was available.

ADOPTION OF AGENDA

Council approved the special meeting agenda without changes.

MOTION 2024- 014

That the agenda for the meeting of April 04, 2024, be approved as presented.

Moved:	Cathy Gonet
Seconded:	Barbara McLeod
Carried.	

DECLARATION OF INTEREST

Councillor Capot Blanc declared a conflict on the Hand Game Society's request for a donation as she is a Board Member.

ADOPTION OF MINUTES

The council reviewed the minutes of the previous meeting, and errors were found. Approval was tabled until corrections could be made.

NEW BUSINESS

CONTRIBUTION AGREEMENTS

Council reviewed two Municipal and Community Affairs Agreements for funding transfers for 2024/25. These agreements are for three months to provide the Hamlet with funding until the Legislative Assembly approves the 2024/25 budget.

Operations and Maintenance Funding	\$129,340.00 per month
Water and Sewage Funding	\$ 61,670.00 per month

MOTION 2024- 015

The GNWT 2024/25 Funding Agreement and Conditions for Water and Sewage Funding is accepted. It is for three months and is \$61,670.00/month.

Moved: Hilary Deneron
Seconded: Cathy Gonet
Carried.

MOTION 2024- 016

The GNWT 2024/25 Funding Agreement and Conditions for Operations and Maintenance Funding is accepted. It is for three months at \$129,340/month.

Moved: Hilary Deneron
Seconded: Barabara McLeod
Carried.

REQUESTS FOR DONATIONS

2024 FISHING DERBY

The 2024 Fishing Derby organizers are requesting a donation for the event, which will be held on April 6, 2024. The council approved a \$500.00 gift card donation, with the cards split between the two stores. Council requested a public acknowledgement of the donation.

MOTION 2024- 017

That a five-hundred-dollar gift card donation will be made to the 2024 Fishing Derby, and the card value is to be split between the two stores.

Moved: Cathy Gonet
Seconded: Eva Hope
Carried.

- Councillor Capot Blanc declared a Conflict of Interest and left the council chambers.

The Fort Liard Hand Games Society is requesting an in-kind donation of the community hall to conduct fundraising events, and the Council approved the request.

MOTION 2024- 018

That the community hall be donated in kind so that the Fort Liard Hand Game Society can conduct fundraising activities from April 1, 2024, to March 31, 2025.

Moved: Cathy Gonet
Seconded: Eva Hope
Carried.

- Councillor Capot Blanc returned to the meeting.

MILL RATE INCREASE

The Government of the Northwest Territories Minister of Finance informed council that the 2024 mill rate will increase from 2.16 percent to 3.3 percent to reflect inflation.

A Council request to raise this rate further must be submitted by June 7, 2024

Councillor Deneron requested that Council raise the issue of Property Tax Exemption procedures that Seniors must follow when the MLA visits on April 18, 2024. They aren't easy to understand, and forms must be submitted annually.

TOURISM OPERATOR LICENCE AMENDMENT

Council reviewed an application from Canoe North Adventures Ltd., and no comments were made.

BYLAWS

COMMUNITY SAFETY OFFICER APPOINTMENT

Bylaw 335 appoints Dylan Steves and Jaden Klondike as Community Safety Officers and defines their duties and conduct. Both have Community Safety Officer I certification—the Bylaw as given first reading.

MOTION 2024- 019

That Bylaw 335 *Community Safety Officer Appointment* was given first reading.

Moved: Eva Hope
Seconded: Barabara McLeod
Carried.

The Bylaw 335 Community Safety Officer appointment was given a second reading.

MOTION 2024- 021

That Bylaw 335 *Community Safety Officer Appointment* was given a second reading.

Moved: Eva Hope
Seconded: Barabara McLeod
Carried.

EMPLOYMENT BYLAW – Regular

Bylaw 337 provides the terms of employment for the Hamlet of Fort Liard's regular employees only. This bylaw does not reduce benefits. Amendments since Bylaw 139 and changes to NWT employment legislation have been included. Language changes have been made to make the bylaw more readable.

MOTION 2024- 022

That Bylaw 337 *Employment Bylaw – Regular* was given first reading.

Moved: Hilary Deneron
Seconded: Barabara McLeod
Carried.

Bylaw 337 Employment Bylaw – Regular was given a second reading.

MOTION 2024- 023

That Bylaw 337 *Employment Bylaw – Regular* was given a second reading.

Moved: Cathy Gonet
Seconded: Eva Hope
Carried.

EMPLOYMENT BYLAW – Casual and Seasonal

Bylaw 337 provides the terms of employment for the Hamlet of Fort Liard's casual and seasonal employees only. Amendments since Bylaw 139 and changes to mirror NWT employment legislation have been included. Language changes have been made to make the bylaw more readable.

MOTION 2024- 024

That Bylaw 337 *Employment Bylaw – Seasonal and Casual* was given first reading.

Moved: Eva Hope
Seconded: Hilary Deneron
Carried.

Bylaw 337 Employment Bylaw –Seasonal and Casual was given a second reading.

MOTION 2024- 025

That Bylaw 337 *Employment Bylaw –Seasonal and Casual* was given a second reading.

Moved: Barbara McLeod
Seconded: Hilary Deneron
Carried.

CORRESPONDENCE - noted.

NWT – Justice – 2024 Policing Priorities
Fort Smith – GNWT - Fiscal Restraint
Fisheries and Oceans – changes
ADK – Emergency Preparedness
DBDC – Seeking Nominations

REPORTS

RCMP – February 2024
Community Safety Officer – February 2024
Safety Officer Program/Restorative Justice/Emergency
Disaster Preparedness
ADK Negotiations Newsletter
Deh Cho First Nations Measures Agreement
Fire Department – February 2024
Volunteer Fire Department – Response Guidelines
NWTAC – AGM 2024

EMERGENCY RESPONSE - WILDFIRES

Wildfire Management in the NWT
Emergency Management Update
Wildfire's Natural Role
Evacuation Guidelines
Defensible Space Guidelines

- SAO provided updates. ECE will give a public presentation on April 10, 2024, on responding to Community Wildfires.
- The Hamlet is installing a Starlink satellite dish this week to provide backup communications in case of Internet failure.

- During the discussion, it was noted that evacuations could happen very quickly, and that vehicle gasoline would become an issue. There will be lineups at the pump, and some residents cannot afford sufficient gasoline.
- The expectation of up-to-the-minute reports will be a challenge, and it is noted that current highway conditions will be essential.

NEXT MEETING

The next regular council meeting – May 16, 2024.

Meeting with the MLA Shane Thompson – April 18, 2024.

ADJOURNMENT

MOTION 2024- 26

That the special meeting of April 4, 2024, be adjourned.


Moved: Eva Hope
Seconded: Barbara Mcleod
Carried.

The meeting adjourned at 8:55 pm.


Genevieve McLeod
Mayor
John W. McKee
Senior Administrative Officer




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A MUNICIPAL BUDGET IS A FINANCIAL PLAN FOR THE UPCOMING YEAR THAT SHOWS THE FORCASTED INCOME AND EXPENTURES FOR THE COMMUNITY.

THE BUDGET DETERMINES HOW PUBLIC RESOURCES WILL BE USED TO PERFORM SERVICE DELIVERY OBLIGATIONS AND PROVIDE FOR MUNICIPAL NEEDS.

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THE HAMLET MUST ADOPT A BUDGET BY APRIL 1, 2024
Section 97 - Hamlets Act


COPY MUST BE SENT TO MINISTER BY JUNE 30, 2024
Section 98 - Hamlets Act

HAMLET CAN SAVE SURPLUS/MUST ELIMINATE DEFICIT YEAR FOLLOWING
Section 99 - Hamlets Act

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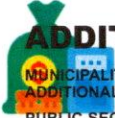


Take a **closer** look!



- REVENUES
- EXPENDITURES
- RETENTION AND ATTRACTION OF STAFF
- DOWNLOADIN/ADDITIONAL REQUIREMENTS

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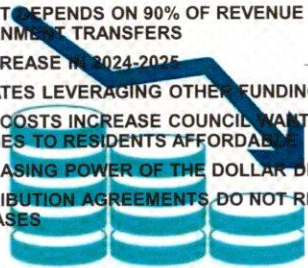
ADDITIONAL REQUIREMENTS

MUNICIPALITIES ARE CONSISTENTLY REQUIRED TO MEET ADDITIONAL REQUIREMENTS AND DOWNLOADING

- PUBLIC SECTOR ACCOUNTING
- TANGIBLE CAPITAL ASSETS
- ASSET MANAGEMENT
- EMERGENCY PREPAREDNESS PLANS

AND THE LIST GOES ON AND ON WITH LIMITED EFFECTIVE TRAINING AND WITHOUT ANY ADDITIONAL RESOURCES

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HAMLET DEPENDS ON 90% OF REVENUE FROM GOVERNMENT TRANSFERS

NO INCREASE IN 2024-2025

NECITATES LEVERAGING OTHER FUNDING SOURCES WHILE COSTS INCREASE COUNCIL WANTS TO KEEP CHARGES TO RESIDENTS AFFORDABLE

PURCHASING POWER OF THE DOLLAR DECREASING CONTRIBUTION AGREEMENTS DO NOT REFLECT COST INCREASES

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COST REVENUE CHALLENGES

GROWING RESISTANCE TO INCREASE CHARGES AND FEES

INCREASED EXPECTATIONS FROM RESIDENTS FOR IMPROVED AND NEW SERVICES AND PROGRAMS

HOW CAN REVENUES AND EXISTING SERVICES BE MAINTAINED WHILE PROVIDING NEW SERVICES DEMANDED BY RESIDENTS ESPECIALLY SENIORS

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EXPENDITURE CHALLENGES

COPING WITH THE INCREASING COST OF INFRASTRUCTURE AND MAINTENANCE

INCREASED COST FOR THE PROVISION OF RECREATION AND SERVICES

UTILITY COSTS

VEHICLE MAINTENANCE - TECHNOLOGY

ADDITIONAL EXPENDITURE CHALLENGES??????????????

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STAFF SHOULD BE REPRESENTATIVE OF THE COMMUNITY THEY SERVE

LOCAL HIRING WHEREVER POSSIBLE
 NEED TO ENCOURAGE YOUNG PEOPLE INTO WORKFORCE
 CHALLENGES
 LOW EDUCATION LEVELS
 NEED MORE THAN DAY TO DAY COMMITMENT
 EVER INCREASING EXPERTISE REQUIRES - MORE REQUIREMENTS FOR CERTIFICATION

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TECHNOLOGICAL CHALLENGES



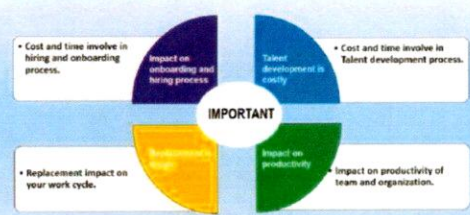
TECHNOLOGY HAS CHANGED SO FAST IN RECENT YEARS - HARD TO KEEP UP - ESPECIALLY IN FINANCE

MUST ADAPT TO WEB-BASED TRAINING - THIS IN ITSELF REQUIRES TRAINING

RETENTION OF KEY KNOWLEDGE AND PROCESSES ARE CRITICAL

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Why Employee Retention is important ?



- Cost and time involve in hiring and onboarding process.
- Impact on onboarding and hiring process.
- Talent development is costly.
- Cost and time involve in talent development process.
- Replacement impact on your work cycle.
- Impact on productivity.
- Impact on productivity of team and organization.


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EMPLOYEE BENEFITS

IMPORTANT FOR LOCAL GOVERNMENTS TO RETAIN VALUABLE EMPLOYEES AND FAIRLY COMPENSATE THEM

- ✓ BUDGET INCLUDES 2% WAGE INCREASE
- ✓ COMPARATIVE
- ✓ EMPLOYMENT BYLAWS NEED UPDATING TO ENSURE COMPLIANCE WITH EMPLOYMENT LEGISLATION
- ✓ STAFF HOUSING COMPARATIVE

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PROCUREMENT

NEED TO ENSURE MUNICIPALITIES OBTAIN WHAT THEY REQUIRE


DEVELOPING VALUATION CRITERIA SO PRICE IS NOT THE SINGLE DETERMINING FACTOR CRITERIA

The diagram shows a circular process with five stages: Procurement Planning, Agreement Selection, Tendering of Solutions, Contract Award, and Contract Management. Arrows indicate a clockwise flow between these stages.

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INFRASTRUCTRE PLANS

IDENTIFY ESSENTIAL NEEDS
LONG RANGE PLANNING
IDENTIFY FUNDING SOURCES
PLAN FOR REPLACEMENT
REPLACEMENT



THIS BUDGET INCLUDES INCREASED ALLOCATIONS FOR ESSENTIAL INFRASTRUCTURE MAINTENANCE
REPLACEMENT COSTS ESCALATING REPLACEMENT

The diagram is a circular flow with a central oval labeled "life cycle cost analysis". The cycle consists of four segments: "initial cost" (red), "operating cost" (blue), "disposal cost" (dark blue), and "preventive maintenance cost" (green). Arrows indicate a clockwise flow between these segments.

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**A LOOK
at the
BUDGET**

A cartoon illustration of a man with glasses and a brown suit, holding a magnifying glass over a green document with a dollar sign on it. Three blue lines radiate from the top of the document.

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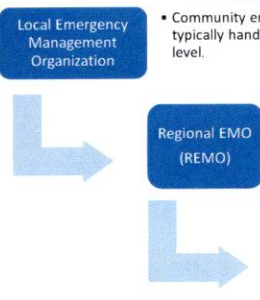
Emergency Management Roles and Responsibilities of Local Emergency Management Organization (LEMO) Members



Fort Llard Community Emergency Plan


1

Escalation Process



- Local Emergency Management Organization**
 - Community emergencies are typically handled at the local level.
- Regional EMO (REMO)**
 - If community capacity is exceeded or assistance is requested, the Regional EMO will assist.
- Territorial EMO**
 - If regional capacity is exceeded or assistance is requested, the Territorial EMO will assist.

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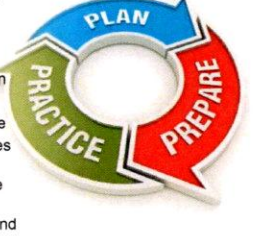


Community Elected Officials' emergency responsibilities

- Set parameters for emergency operations in responding to an event
- Declare/cancel declarations of States of Local Emergency
- Liaise with elected officials of other communities and governments, and

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Typical LEMO response activities performed



- Emergency Plan Activation
- Assessing an emergency situation
- Notifying MACA Region
- Determining appropriate response
- Coordinating community resources
- Notifying the general public and other agencies with interest in the emergency situation
- Requesting outside assistance, and
- Liaising with other government officials as situation dictates

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Local Emergency Management Organization (LEMO)


1. Mayor
2. Senior Administrative Officer
3. Acho Dene Koe representative
4. Community Safety Officer
5. Health Centre
6. Social Services
7. Environment & Natural Resources
8. RCMP, Fort Liard Detachment
9. NWT Power Corporation
10. Echo Dene School
11. Airport/Highway Maintenance Contractor
12. LEMO Administrative Assistant



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Hazards	Probability of Occurrence	Severity of Impacts	Rating
Wildfires	3	5	15
Structure Fire	2	3	6
Major Motor Vehicle Accident	1	2	2
Flooding	4	5	20
Critical Infrastructure Failure	3	4	12
Major Medical Emergency	2	2	4
Extreme Weather Event	3	2	6
Public Disorder Incident	1	2	2
Hazardous Materials Incident	2	2	4
Aircraft Accident	2	3	6

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Local Emergency Management Organization
Emergency Responsibilities

- The LEMO established under community emergency plan provides overall direction and oversight during an emergency.
- Individual LEMO members will carry out their agencies' specific emergency responsibilities and commit agency resources as outlined in their individual agency emergency plans. The the

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Mayor or designate

- Declaration/termination of state of local emergency
- Notification of emergency (ie. residents, MACA and media)
- Provide ongoing updates and information on emergency conditions (ie. residents, MACA and media)
- Issue Evacuation Orders
- Request mutual aid/other government support

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Local Coordinator (SAO)

- Coordinate all planning and response activities
- Recommend declaration/cancellation of a state of local emergency
- Implement plans and coordinate Inter-agency operations
- Liaise with MACA, other government departments and Industry associations
- Oversight on overall public information arrangements and approval of content
- Oversight on public information and messaging

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Community Safety Officer

- Assess and report on possible consequences associated with an emergency
- Support site security and protection of life, property and evidence
- Manage availability/access to emergency communications during emergency operations
- Support the RCMP with coordination/control of ground search and rescue
- Traffic and crowd control
- Emergency site management, when required to assist
- Support evacuation operations
- Assist with flood watch monitoring
- Oversee support services to vulnerable populations during an emergency

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Environment and Natural Resources (ENR)

- Take measures to protect ENR facilities and equipment during emergencies, and plan for local/regional staff availability to fulfill departmental emergency responsibilities in the community
- Provide technical personnel and advice to local authorities on risks and impacts regarding environmental protection, forest management, water resources and wildlife
- Provide situational awareness on incidents, damage assessment information, and advice on recovery options within areas of ENR interest

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NWT Health & Social Services Authority (NTHSSA) – Deh Cho Region

- Take available measures to protect local NTHSSA facilities & equipment and plan for continuity of essential services
- Manage/redeploy health resources (people, supplies and equipment) as required during an emergency to continue providing essential health services, as circumstances permit
- Support the dissemination of public advisories on Public Health/Environmental Health
- Support provision of critical incident stress debriefing for victims & emergency personnel
- Support provision of evacuation of health facilities and movement of patients, when required
- Assist affected communities in delivery of social services
- Assist in providing or arranging for emergency shelter, food and clothing for disaster victims, registration and inquiry services, and personal services

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RCMP

The RCMP participate in LEMO operational planning and communications in responding to an emergency. The RCMP are also responsible for delivering on territorial and community policing priorities outlined in NWT Territorial Police Services Agreement, including:

- Law Enforcement
- Coordination of ground search and rescue operations
- Assistance to Transportation Safety Board in conducting accident investigations
- Assistance to the Coroner

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School Principal/Teachers

- Student care and protection in on-site emergencies
- Supervision and care of students at any temporary facility
- Provide use of facilities and coordinate with registration workers in support of evacuation and reception services

Airport Manager, Fort Simpson Airport

- Manage airport operations and airport systems;
- Communicate with Fort Llard Observer/Communicator in provision of flight services at Fort Llard Airport; and
- Participate in LEMO operational planning and communications in responding to an emergency

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LEMO Administrative Assistant

- Provide administrative support to LEMO agencies during emergency operations
- Coordinate preparation of emergency public information to residents (through Mayor or SAO)
- Coordinate information flow on incident to/from emergency officials and media
- Serve as Media Coordinator for providing emergency public information to residents and media

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Hamlet Administration

- Manage telephone lines and other communications, if required
- Track and record emergency expenditures
- Track enlistment of volunteers and record times worked
- Record donations received
- Assist with dissemination of emergency information to/from LEMO agencies.

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