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October 15, 2024

File: MV2011L3-0001

Tracy Thomas
Senior Administrative Officer
Town of Fort Smith
108 King Street, PO Box 147
Fort Smith NT X0E 0P0

Sent by email

Dear Tracy Thomas,

**Re: 2021 and 2022 Annual Water Licence Reports – Acknowledgment
Town of Fort Smith – Municipal Water Licence MV2011L3-0001**

The Mackenzie Valley Land and Water Board (the Board) met on October 10, 2024 and reviewed the Town of Fort Smith's (the Town) 2021 and 2022 Annual Water Licence Reports (Annual Reports), submitted to satisfy Part B, Condition 1 and Schedule 1, Condition 1 of municipal Water Licence MV2011L3-0001 (Licence).

The Board hereby acknowledges the 2021 and 2022 Annual Water Licence Reports as submitted.

Future Annual Reports

For future annual reporting, the Board reminds the Town to:

1. Report on exceedances of Licence Effluent Quality Criteria (EQC) in accordance with Licence requirements (i.e. reported as an Unauthorized Discharge under Part F, Condition 4 and in the Annual Report under Schedule 1, Condition 1(h));
2. Provide fulsome descriptions of modifications and/or major maintenance work carried out, in accordance with Schedule 1, Condition 1(e) of the Licence;
3. Provide As-Built drawings in accordance with Part H, Condition 3 of the Licence; and
4. Complete each section of the annual reporting template with as much information as possible.

In addition, and in order for the Town to fulfill the groundwater monitoring and reporting requirements of the Licence, the Town is:

5. Required to include analytical results from groundwater monitoring in all future annual reports, in accordance with Schedule 1(q) of the Licence; and
6. Encouraged to address the groundwater analysis requirements of Schedule 2, Condition 2 of the Licence in annual reporting.

The Board has attached a revised annual reporting template for the Town's use.

Revised Sewage Disposal Facilities Operation and Maintenance Plan

As directed in the Board's July 25, 2022 letter,¹ the Town is required to revise the Sewage Disposal Facilities Operation and Maintenance Plan to include sludge management criteria and end use, by **December 31, 2024**.

The Board appreciates the Town's efforts to address the requirements of their Licence. The full cooperation of the Town of Fort Smith is anticipated and appreciated.

Please direct questions or concerns regarding this letter to [Kathy Racher](#) in writing.

Yours sincerely,



Tanya MacIntosh
Chair, Mackenzie Valley Land and Water Board

BCC'd to: Town of Fort Smith ORS Distribution List

Attached: Annual Report template revised September 2024

¹ See MVLWB Online Registry for [Ft Smith – Approval – Sewage Disposal Facilities Modification – Jul25 22](#).