

**Town of Norman Wells
Council Minutes
Special Meeting of Council
Thursday June 15, 2017 – 12:00 pm
Council Chambers, Town of Norman Wells**

Present:	Nathan Watson Tim Melnyk Pam Gray Sherry Hodgson Harold McGregor Heidi Deschene	Mayor Deputy Mayor (Chairperson) Councilor Councilor Councilor Councilor
Regrets:	Lise Dolen	Councilor
Staff:	Catherine Mallon Misty Rainer Chris Buist	Senior Administrative Officer Finance Clerk Utilities Manager
Guest:	Lee Sacrey Garry Kelly	GL Services GL Services

1. Call to Order – 12:07 pm.

- Deputy Mayor Melnyk brought meeting to order

2. Declaration of Conflict of Interest

a) None

3. Review and Adoption of Agenda

Motion: No. 17-65
Moved by: Councilor Deschene
Seconded by: Councilor Hodgson

‘Be it resolved that the Agenda for the Special Council Meeting, dated June 15, 2017, is hereby adopted as presented.’

Motion Carried

4. Delegation

a)

5. Minutes

a) Regular meeting of Council May 2, 2017

Resolution

Motion: No. 17-66
Moved by: Councilor Deschene
Seconded by: Councilor Hodgson

‘Be it resolved that the Minutes for the Regular meeting of Council, dated May 2, 2017, are hereby adopted as presented.’

Motion Carried

b) Committee of the Whole May 9, 2017

Resolution

Motion: No. 17-67
Moved by: Councilor Gray
Seconded by: Councilor Deschene

‘Be it resolved that the Minutes for the Committee of the Whole, dated May 9, 2017, are hereby adopted as presented.’

Motion Carried

c) Committee of the Whole May 16, 2017 Resolution

Motion: No. 17-68
Moved by: Councilor Gray
Seconded by: Councilor Hodgson

‘Be it resolved that the Minutes for the Committee of the Whole, dated May 16, 2017, are hereby adopted as presented.’

Motion Carried

- Mayor Watson entered 12:10 pm
- Deputy Mayor Melnyk handed chair over to Mayor Watson

d) Special Meeting of Council May 19, 2017 Resolution

Motion: No. 17-69
Moved by: Councilor Deschene
Seconded by: Councilor Gray

‘Be it resolved that the Minutes for the Special Meeting of Council, dated May 19, 2017, are hereby adopted as presented.’

Motion Carried

6. Old Business

a) Lift Station RFP Award Resolution

Motion: No. 17-70
Moved by: Deputy Mayor Melynk
Seconded by: Councilor Gray

‘Be it resolved that the Council of the Town of Norman Wells hereby awards the RFP for the Lift Station to Wildstone Construction and Engineering with a bid of \$1,872,293.85.’

Motion Carried

Discussion: Councilor Gray requested overall budget for project. SAO Mallon stated that project was coming in on budget.

b) Lift Station Contract Agreement – Wildstone Construction Resolution

Motion: No. 17-71
Moved by: Councilor Deschene
Seconded by: Deputy Mayor Melnyk

‘Be it resolved that the Council of the Town of Norman Wells hereby approves the SAO and Mayor to enter into an agreement with Wildstone Construction and Engineering for the completion of the Lift Station work.’

Motion Carried

c) Accountability Framework self-assessment report Resolution

Motion: No. 17-72
Moved by: Councilor Gray
Seconded by: Deputy Mayor Melnyk

‘Be it resolved that the Council of the Town of Norman Wells approves the completed Accountability Framework self-assessment report as presented.’

Motion Carried

7. New Business

a) Emergency Boiler Purchase and Installation Resolution

Motion: No. 17-73
Moved by: Councilor Deschene

Seconded by: Deputy Mayor Melnyk

'Be it resolved that the Council of the Town of Norman Wells hereby approves the purchasing of a new boiler for the Fire Hall at a cost estimate of \$22,000 and a new boiler for the Town Office at a cost estimate of \$36,000.'

Motion Carried

Discussion: Deputy Mayor Melnyk requested information on why boilers needed to be replaced when it has been three years since replacement from natural gas. Councilor Gray stated there was a memo from Administration clarifying reasons. Town Office current one is back up only and Fire Hall was from when building was built and only meant to be a backup. Councilor Deschene asked clarification on what they will run on. Mayor Watson stated oil. Councilor Deschene asked if there was something more eco-friendly at similar cost. Council discussed options of moving to pellet boiler versus oil. Mayor Watson stated savings would be marginal due to initial set up and maintenance. Mayor Watson stated that once the engineering review is back to Council, then it would be worthwhile looking at possible cost savings if changing over all Town buildings. Mayor Watson stated that if Council wishes motion can be tabled to be researched further. Deputy Mayor Melnyk stated only consider converting to pellets if it went with a district heating system, including recreation facilities. Only other reason to choose pellets is to reduce the amount of greenhouse gases producing. Councilor McGregor stated pellets produced out of greenwood and no reduction in greenhouse gases. Councilor Melnyk stated when Town switched from Natural Gas to Oil, Town lost all credibility with greenhouse gas reduction. What to do in this case is go with the most economical purchase. Mayor Watson agreed with Deputy Mayor Melnyk. Councilor Deschene concurred.

b) Canada 150 Community Infrastructure Program Funding Application Resolution

Motion: No. 17-74
Moved by: Councilor Gray
Seconded by: Councilor Hodgson

'Be it resolved that the Council of the Town of Norman Wells approves the Canada 150 Community Infrastructure Program Funding application in the amount of \$266,342 for upgrades and mobility access to the Pool, Curling Rink and Community Hall.'

Motion Carried.

10. Council Forum:

Deputy Mayor Melnyk

Nothing.

Councilor Hodgson

Couple of things about grievance committees and policy review committees. Wondering if we need a motion to get a grievance committee together as I would like to do that and would like to do a policy review committee. Can't remember if we need a motion. Mayor Watson: my understanding is that there is no standing committee so a grievance committee would be struck on as need basis. On Policy and Procedures and if we would like to do that, a committee should be struck and then move forward. Councilor Deschene: unless we were in contravention, when we started our term, it was stuck, and Councilor Hodgson, Melnyk and I were on it. Mayor Watson stated that those were standing committees and by our policies, there is no standing grievance committee. Councilor Gray: we need to form a committee. Need to follow the existing policy through. Need to take action to put committee together. Need to take those steps. Deputy Mayor Melnyk: we have grievances on the table, need to deal with those. Let's get one thing done first before we jump into something else. Don't want to deal with parallel processing. Councilor McGregor: we are at a point right now where we should be discussing this in camera. Mayor Watson: agreed. Mayor Watson: will have Administration pull together information on existing procedure policies and will look into. Mayor Watson: can committee to discussing this next Committee of the Whole. Councilor Hodgson: follow up on previous discussion on the memorials, where are we on that? Mayor Watson: we were requesting input from the public. Councilor Melnyk: for expediency sake, there is required to have an employee representative for the grievance committee. Mayor Watson: will look into policy and procedures and then discuss on Tuesday night.

Councilor Deschene

How is the pool going? When is it opening? Mayor Watson: there was a little bit of a setback. SAO Mallon: there were some mold issues but is getting cleaned up. Planning to open on the 17th. Two staff back from last year. Can we say or request anything to be done on private property. Mackenzie Valley Hotel is an eyesore. Mayor Watson: have property standard bylaws. Don't know of any policy or procedure bylaw to allow us to do anything other than request an update on what they plan to do. Deputy Mayor Melnyk: review property standards bylaw and review what is in there. Mayor Watson: Council could request to assist them in clean up. Can bring property standards bylaw for next meeting.

Councilor Gray

Driving by Pete's hut and noticed that there is a platform there. Councilor McGregor, it is a base for a floor for a new shed.

Mayor Watson

Have Stantec in to do some preparatory work for the sewer system. Stantec Members from Edmonton introduced themselves and gave Council an overview of the work they are doing for the new sewer system. SAO Mallon: they are up to do assessments for Clean Water and Sewer and for work under the As and When, so while here they are doing work on the two other corridors. Three planned corridors for the next two years. Have all materials in for first corridors and waiting on the new information as info Town has is 30 years old. Looking to have it in the next few weeks. Having conference calls with the engineers and latest start should be beginning of July. Mayor Watson: doing through Councilor forum as happened since last meeting and with everyone in room it is a good time to update. Northridge stated that they are ready to go and just waiting for final approval from Town. Working well with Administration. Mayor Watson asked if Northridge had any concerns to bring forward to Council. Northridge stated that no concerns. Mayor Watson asked Administration what is needed from Council. Administration stated that approval on funds will be needed. Mayor Watson clarified that all funds being discussed are part of the previously approved funding. Councilor Gray: what is needed to start tomorrow? SAO Mallon: need engineering. Councilor Deschene: Council did approve this project last year, why waiting on ordering materials. SAO Mallon clarified delay on materials due to previously getting approval for one corridor not the other two. Mayor Watson clarified that these are the underground corridors. Councilor Hodgson stated Council approved a portion of this and has grown. Mayor Watson: approved this a long time ago and since then a lot has happened, CWWF Funding and scope of work. Councilor Hodgson: doing this while following all bylaws. Mayor Watson: have an offer from Canoe North, have staff in town with free time and are looking for work to do to help the Town with beautification. Have GL Services in are looking for clarification on Budget for them. Deputy Mayor Melnyk: there is a bit more to do in terms of getting numbers straight. Working with Councilor Gray to tweak some numbers to get a balanced budget and then submit to Council for approval to then submit to GL Services. Councilor Gray requested budget in electronic format. Administration will forward Excel copy to Councilors. Deputy Mayor Melnyk asked if GL Services had latest numbers pertaining to water and sewer. Those rates did not have changes to commercial and industrial. Will get clarification on that to GL Services.

Councilor McGregor


Nothing.

14. Adjourn

'Be it resolved that we hereby adjourn, the time being 12:56 p.m.'

MOVED BY: Councillor Hodgson



Nathan Watson
Mayor

Catherine Mallon
Town Manager

