

**Town of Norman Wells  
Council Minutes  
Committee of the Whole  
Tuesday June 20th, 2017 – 7:00 pm  
Council Chambers, Town of Norman Wells**

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<b>Present:</b>	Nathan Watson	Mayor (Chairperson)
	Tim Melnyk	Deputy Mayor
	Lise Dolen	Councilor
	Pam Gray	Councilor
	Heidi Deschene	Councilor
	Harold McGregor	Councilor
	Sherry Hodgson	Councilor

**Regrets:**

<b>Staff:</b>	Catherine Mallon	Senior Administrative Officer
	Christine Ireland	Town Clerk

**Guest**

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1. **Call to Order – 7:00pm.**
  2. **Declaration of Conflict of Interest**
  3. **Review and Adoption of Agenda**

**Moved by: Councilor Heidi Deschene**  
**Seconded by: Councilor Sherry Hodgson**

**‘Be it resolved that the Agenda for the Committee of the Whole Meeting, dated June 20th, 2017, is hereby adopted as amended.’**

**Motion Carried**

Discussion: Deputy Mayor Melnyk requested an in camera session. Mayor Watson asked if all was in favor. 5/4. 2 against Mayor Watson asked Deputy Mayor Melnyk if the topic is Personnel and Deputy Mayor Melnyk said yes.

4. **Presentation**

- a) RCMP Monthly Report – Cpl. Logan  
Discussion: None, RCMP not present at meeting

6. **Old Business**

- a) Grievance Policy

Discussion: Councilor Hodgson asked if this was to be discussion on creating a committee or just information. Believed intention was to bring committee forward to review policies. Councilor Gray stated grievance policy was brought forward to know what is needed to strike a committee. Mayor Watson stated there was confusion around how policy was to be applied and this was for clarification. Councilor Gray stated needs to be member of staff appointed by staff. SAO Mallon stated that will be happening. Mayor Watson stated in case of Workers Compensation, they are requiring Mr. Pierrot be present to close out findings to Council. Mayor Watson stated that is a separate issue, for grievance policy, staff need to meet and choose members. Deputy Mayor Melnyk stated any entity charges of the Council of the Town of Norman Wells need to be in writing. If WSCC wants us to do something, it needs to be in writing and request Council to comply for both training and WSCC findings. Mayor Watson confirmed that he thought that Council had already received this information some time ago. Councilor Dolen asked for clarification on closing out WSCC findings. Councilor Hodgson called point of order for discussion. Mayor Watson agreed and brought back discussion to grievance policy. Councilor Hodgson asked for Council clarification on which Council members are on grievance committee. Council determined Councilor Hodgson, Councilor McGregor, Councilor Deschene and Councilor Melnyk will be on committee. Motion will be brought forward at next Regular meeting of Council.

b) Property bylaw and regulations

Discussion: On Agenda as requested at last meeting by Council Deschene. Councilor Melnyk stated usually goes through Town Manager but Council can bring up concern around a property, then it would be checked out and if deemed to be in contravention of bylaw, a letter is written and sent to the owner. In this specific case, dealing with a phone call to the manager of the hotel apprising of the risk and danger and see if plan is already in place. Mayor Watson stated if concern does not fall in purview of the bylaws, it would be a courtesy phone call. Mayor Watson stated will have SAO to make the phone call.

c) Council and Staff joint training

Discussion: Councilor Melnyk stated several of these items, training has already been done. Also, running into summer, is not an ideal time for any type of training. If any of this is stemming from WSCC, no further action is required until see something in writing. Mayor Watson again clarified that Council had already received this. Councilor Melnyk stated that the employee personnel policy is made by a number of Councils and Staff over years. In essence it is a union agreement and cannot be changed without full consultation between Council and Employees. Councilor Deschene agreed and wants to see the old one. Councilor Gray stated she is not totally against changes but unless something has come from Council or Employees she is not sure why there is need to change the policies. Mayor Watson stated grievance policy is part of HR policies and procedures and Councilor Hodgson has requested the policy be looked at and reviewed. SAO Mallon stated there are a number of policies that are out of date with legislation and it is her job to inform Council that updates are needed. Council further discussed need and appropriate level of review of HR policies. Councilor Dolen stated the concern is that it was rewritten without input from staff or council. SAO clarified that this was not, in fact, the case. Councilor Dolen said that Council should have received the old policies with highlights of where the policies were out of date. SAO Mallon clarified that this is what exactly took place last year and the current manual was submitted to both Council and Staff with track changes. Councilor McGregor stated that this discussion is regardless of the fact until 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings are completed; the old policy is still in effect. Deputy Mayor Melnyk clarified again that this is the employee agreement and should be reviewed only at the request of the employees or council not senior management. SAO Mallon further clarified that policies out of date with legislation were not in the best interests of the Staff. Councilor Gray stated that she agreed and that it is the administrations responsibility to bring to council any that is not current legislation. Mayor Watson agreed. Councilor Dolen clarified that administration shall bring forward in writing any changes needed due to current legislation. Council agreed to continue working on this at next meeting.

d) Health centre update

Discussion: Councilor Hodgson asked for clarification on if the utilitdor area by the ball diamond will be covered over. Concern over safety with children. Mayor Watson clarified yes, it will be dealt with. Administration working with contractors. Will find out for certain what the plans are for that area and will update Council. Mayor Watson has asked for an email to Council to update on where projects currently are.

**7. New Business**

a) Blasting and crusher

Discussion: Councilor McGregor asked for clarification on type of rock being used for Jackfish road and the new all season road. Mayor Watson stated they will have Administration find out and advise Council. Councilor Gray stated that before stockpiling of rock in blasting can be done Council needs to pass a resolution. Mayor Watson agreed.

b) Carpentry projects

Discussion: Councilor Gray asked for clarification on using someone from a local company, this sole was sourced. Administration clarified that this memo is now out of date and no outsourcing was needed, internal staff only was used. Councilor Dolen asked if it was sole sourced or were quotes received when Administration was originally planning on using outside contractors. Administration confirmed that the Public Works Supervisor would clarify for all.

Deputy Mayor Melnyk stated that if something like this would happen, it should be costed out but Managers have the discretion in their budget for items such as this. Everyone needs to ensure all information is transparent and open. In future, Managers should include costs when these memos come forward.

c) Chip Seal plans 2017

Discussion: Councilor Deschene asked if phase 2 was happening this year. Mayor Watson clarified that initially there was only one phase and since then things have progressed. Initial concept brought forward was a one-time item. As it progressed through funding applications and construction phases were implemented. SAO gave an update on the history of the progress of the chip seal plan and funding. Funding was set out by number of streets. The remainder of the money was intended to repair and complete remedial action where needed. Mayor Watson stated that there are some spots that need fixing but it has held up well. Nothing will move forward without bringing it forward to Council. Currently determining where money is needed the most. Without fixing drainage, doesn't make sense to fix the roads. Council discussed needs to certain roads to be fixed at the bases before continuing on with chip seal. Deputy Mayor Melnyk stated that if want to use the full \$700,000, need to send out an RFP to complete work. Mayor Watson stated this amount of money is not enough to do anything major but help with smaller projects. Mayor Watson stated will get clarification on current RFP contract award and funding.

- Mayor Watson called for a break at 8:13 pm
- Council was back in session at 8:23 pm

d) Couturier Lots Development

Discussion: Council discussed the history of the Couturier lots. Councilor McGregor stated that any work on Couturier lots needs to be completed before fixing the roads due to the large equipment. Councilor Gray stated Council needs to look at any and all options available. Council in agreement.

e) Landfill update

Discussion: Mayor Watson stated good to see Public Works department working on improving and following legislation.

f) In house training for volunteer fire department

Discussion: Department of Municipal and Community Affairs has hired an Assistant Fire Marshal who will be starting July 10. Mayor Watson has discussed options for support with MACA for the volunteer fire department. Will keep lines of communication open with the volunteer fire department.

g) Capital Management Plan – in error

Discussion: Removed from agenda.

**9. Departmental Reports:**

- a) Town Manager – None
- b) Finance - None
- c) Fire Department - None
- d) Lands – None
- e) Public Works - None
- f) Recreation - None
- g) Utilities - None

10. Council Forum:

Deputy Mayor Melnyk

Can we have a meeting before the 29<sup>th</sup> to confirm new water and sewer and garbage rates. Really need to get that done before we get to month 7. Can do a Special on Tuesday. Mayor Watson: will either be next Tuesday or next Thursday. Is everyone ok with Tuesday? Deputy Mayor Melnyk: at lunch? Councilor Hodgson: I won't be there. Councilor Dolen: iffy but probably. Councilor McGregor: don't know but probably. Council determined Tuesday at Noon. Councilor Deschene: are we talking about the current water/sewer issues? Mayor Watson: yes. SAO Mallon: the only thing we can do this year is first corridor. McGregor, corridor 1 this year, corridor 2 and 3 next year, no reason to chip seal until after.

Councilor Dolen

Couple things, maybe we can have Public Works load up their pressure washer and go around and de-dust some of our dumpsters. And not to belabor the point, but should have Public Works do something to cut out the pilings that stick out and push up as they are becoming hazards.

Councilor Hodgson

Just a couple of things, whoever decided to run backhoe over arena floor, excellent job. Aboriginal day is tomorrow, doing a couple of different things: canoe races are Rick Myers memorial. Last thing, really like to see speed bumps in front of McKinnon Park. Really feel that it is important to consider, three bumps. Mayor Watson: agreed and believe should look into removable speed bumps. Need something that can be taken off in the winter or when oiling. Councilor Dolen: have contact in Yellowknife. Mayor Watson: will have staff look into that and provide cost analysis. Councillor Hodgson asked that council look into re-establishing liquor rations again as well as bylaw as the communities in the Sahtu Region are struggling. There is nothing in place to stop large amounts of liquor and beer purchases at the Liquor store here in Norman wells. The Sahtu leadership is recommending that the council look at this before it goes to the GNWT level. Deputy Mayor Melnyk stated it would be hard but we should look at this, however what would be in it for our residents' of Norman Wells as they have lumped us all into one, so our residents' should have greater access. Mayor Watson asked for clarification does this mean our residents' would have card but out of towners' would have limited rations? Deputy Mayor Melnyk said no, as there are bootleggers. We don't want to tie the hands of our residents' that would like let's say 4 bottles of wine for a wine tasting party. Councillor McGregor stated that its legislation and we do not have the say in that as it's a publicite issue. There would have to be a unanimous vote from all 5 communities, however, lets remember folks the liquor store is GNWT and we as a council can not interfere. Mayor Watson agreed that is a territorial thing. Councillor Deschene stated that the liquor store is not a GNWT store, Councillor McGregor stated that it is regulated by the GNWT. Councillor Gray stated that we are the representatives of the Town of Norman Wells not the Sahtu. We represent only the citizens of this community. If the people of Norman Wells voted for this then yes we as a council could support this.. Councillor Hodgson wants to be clear that no one should be able to walk in and purchase 4 pallets of beer that needs to be addressed as that is what is helping the bootleggers. Council agreed to continue talks regarding this in future meetings. Councillor Hodgson said she would forward the information given by the Sahtu leadership so that this can be discussed in greater detail.

Councilor McGregor

I ask for the Jackfish Lake Road to be graded. Council agreed

Councilor Gray

I notice our local animal control is a long distance number and that brings concern to the elders as many don't have cell phones for texting or social media. Councillor McGregor stated that his is a Yellowknife number and it's not long distance. Councillor Gray stated its different from a land line. Mayor Watson clarified that SAO Mallon will look into this and have it addressed. Councillor Gray mentioned that a hose it attached with a sprayer to the fire hydrant located behind her house. She called Public Works about it and never received a call back. She asked for it to be addressed immediately as it's a concern with waste of water and its creating a swamp and is close to the utilidore. Thirdly the budget, I have trouble being able to pass this budget without seeing the org chart and salary grid. Salaries are the lion share of the budget so we need to see the numbers for all current staff. Mayor Watson stated that administration will get that info.

Mayor Watson

Citizen of the Year. Nomination form out to the public. I will be nominating someone myself. Encourage everyone to nominate someone.

Councilor Deschene

Just clarification to Councillor Gray's request; are you asking for the org chart and salary grid passed from previous council or since our term? SAO Mallon confirmed that it is one and the same. Councillor Gray replied no the one we are operating from and the budget is based from as Deputy Mayor Melnyk has spent extensive hours on the operating costs for this. Again, SAO Mallon confirmed that it is the same Org chart. Secondly, can we change the speed limit from 50km to 60 km along the bypass road? Mayor Watson asked to clarify do you mean from the entire Canol road? Councillor Deschene stated no just say from the Pyramid to the Esso? Councillor McGregor stated that is not our right to change. Mayor Watson agreed and stated that council had previously discussed lowering it not increasing and asked why the need to increase? Councillor Gray stated that her concern would be if they increased it by 10km then people would only drive 10km faster anyway and we can't have that at the trailer park where kids are picked up for school. Councillor Dolen stated that this might help with our restricted driver's license as Norman Wells governs their own speed limits not the GNWT. I would agree and encourage the change so as to help our citizens of Norman Wells do away with the restricted licences. Highway speeds and no stop lights is what keeps us restricted. So if we increase the min speed from 50 to 60km then we can be comparable to the rest of NWT, such as Yellowknife. Mayor Watson clarified that our best chance of beating the restricted licencing is the road to Canyon creek and putting a stop light downtown. Councillor Dolen asked don't we have a bylaw pertaining to us being able to change the speed limit with municipal boundary? Mayor Watson agreed. Councillor Deschene asked to see the policy regarding town employee driving vehicle after hours and clarification. SAO Mallon stated this is an ongoing issue as she brings this matter and the matter of personal logs up at every managers meeting. Councillor Gray stated that then other that the SAO vehicle we should not see any staff driving around in company vehicles after hours. Is the ridge leased land or do we have a right of way? Can we get further clarification on this. Mayor Watson said yes. Councillor Deschene stated I seen an area that looked cleared and wondering if someone is doing that or possibly wood harvesting? Mayor Watson said he would request a title search and have answers for the next meeting. Wood harvesting is a concern and we need to protect that and let our citizens know that we are aware and working towards changing it. We know people are stealing wood.

**11. Correspondence to Council**

a) Request from Resident: Mount Avens Award Competition

Discussion: Council agreed this is an excellent thing

b) MACA response to public complaint re: meetings

Discussion: All Council members stated they received and reviewed

**12. Correspondence to Council:**

a) none

- Break called at 9:30pm
- Back in session at : 9:38

**13. In Camera**

**'Be it resolved that we hereby move to go in camera the time being 9:40pm.'**

**Motion Carried**

a) Personnel

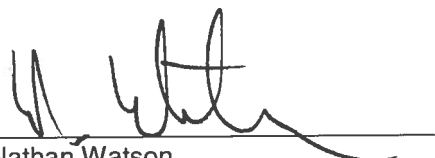
**'Be it resolved that we hereby adjourn in-camera being 11:00pm'**


**Motion Carried**

**14. Adjourn**

**'Be it resolved that we hereby adjourn, the time being 11:01p.m.'**

MOVED BY: Councilor Gray

  
Nathan Watson  
Mayor

  
Catherine Mallon  
Town Manager