

**Town of Norman Wells
Council Minutes
Regular Meeting of Council
Tuesday January 3, 2017 – 7:00 pm
Council Chambers, Town of Norman Wells**

Present:	Nathan Watson Tim Melnyk Lise Dolen Sherry Hodgson	Mayor Deputy Mayor (Chairperson) Councilor Councilor
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Regrets:	Heidi Deschene Pam Gray Harold McGregor	Councilor Councilor Councilor
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Staff:	Catherine Mallon Misty Rayner Chelsea Mclean Janna Trace	Senior Administrative Officer Executive Assistant Development Officer Town Clerk
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1. **Call to Order – 7:04 pm.**
2. **Declaration of Conflict of Interest**
 - a) None
3. **Review and Adoption of Agenda**

Motion:	No. 17-01
Moved by:	Deputy Mayor Melnyk
Seconded by:	Councilor Hodgson

'Be it resolved that the Agenda for the Regular Council Meeting, dated January 3rd, 2017, is hereby adopted as presented.'

Motion Carried

4. **Delegation**
 - a) None
5. **Minutes**

a) Regular meeting of Council December 6, 2016	Resolution
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Motion:	No. 17-02
Moved by:	Councilor Dolen
Seconded by:	Deputy Mayor Melnyk

'Be it resolved that the Minutes for the Regular Meeting of Council, dated December 6, 2016, are hereby adopted as presented.'

Motion Carried

b) Committee of the Whole December 13, 2016	Resolution
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Motion:	No. 17-03
Moved by:	Councilor Hodgson
Seconded by:	Councilor Dolen

'Be it resolved that the Minutes for Committee of the Whole, dated December 13, 2016, are hereby adopted as presented.'

Motion Carried

c) Committee of the Whole December 20, 2016 Resolution

Motion: No. 17-04
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

'Be it resolved that the Minutes for the Committee of the Whole, dated December 20, 2016, are hereby adopted as presented.'

Motion Carried

6. Old Business

a) Chip-seal by-Law 16-04 Resolution

Motion: No. 17-05
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

'Be it resolved that the Council of the Town of Norman Wells hereby give third reading to By-Law No. 16-04.'

Motion Carried

b) Draft Operational Budget for the Town of Norman Wells 2017 Resolution

Motion: No. 17-06
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

'Be it resolved that the Council of the Town of Norman Wells approve the operational budget for the year of 2017.'

Motion Rescinded

Discussion: Deputy Mayor Melnyk stated that Council already approved a budget and has reviewed a second revision of the budget in December. The budget in front of Council is not complete. Administration clarified that accountants will be in Town on Thursday to work with staff. Deputy Mayor Melnyk stated that the budget they approved already can go to MACA. There is no need for a new one. Administration clarified that there have been three meetings since the first approval and wanted to re-confirm the budget so MACA can get the most up to date information. Deputy Mayor Melnyk stated that this is a continual process. The budget that has been approved can go to MACA and Council will continue working on the budget until it is as accurate as possible. Deputy Mayor Melnyk stated that the current layout for the budget is not the greatest and suggested that Administration use the format used for the last budget; cannot tell the difference between a deficit and a surplus. Councilor Hodgson requested clarification that there will be another updated budget for Council to see. Administration stated yes. Mayor Watson asked why Council works on the budget over Christmas. Deputy Mayor Melnyk stated that Council runs on a calendar year, not fiscal year. Council previously started budget discussions in October and work on a Department or two each meeting.

c) Action Sheet Information

Discussion: Council stated that they wish for a larger font for the action sheet.

7. New Business

a) Children and Youth Resiliency Program Contribution Agreement Resolution

Motion: No. 17-07
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

'Be it resolved that the Council of the Town of Norman Wells enter into agreement with Children and Youth Resiliency Program for a one-time payment in the amount of \$13,636.00.'

Motion Carried

Discussion: Deputy Mayor Melnyk asked for clarification on if this money was for the Reel Youth Project. Administration clarified that no, this money for the Recreation Department through MACA.

b) Utility Debt Reconciliation

Resolution

Discussion: Council discussed the motion before voting. Deputy Mayor Melnyk asked if it is the opinion of Administration that we will not get these funds recovered. Mayor Watson clarified that some accounts on the list are at a zero dollar amount. This motion allows staff to go through the list to a workable length and help collect the outstanding funds. Administration clarified that this motion is to allow Administration to write off the funds to a bad debt account the Town has. If the Town is able to get funds back, staff can remove the funds from the bad debt account. Some accounts are not active or are very old. There are some amounts that are very small and not worth pursuing. This would allow for the stopping of bills being sent out for these accounts while still allowing staff to work on collecting the amounts without adding interest penalties. Deputy Mayor Melnyk clarified that all interest will cease once the funds are moved to this account. Mayor Watson reiterated that this is an accounting exercise. Councilor Dolen stated that there are still numerous people that are still in town that are on this list. Mayor Watson stated that staff will keep trying to collect the funds. This will give staff leeway and the ability to work on collecting the funds. Councilor Hodgson asked how sure we are that these amounts are not all interest incurred and how sure we are that this isn't from incorrect billing? How can people start new accounts if outstanding old accounts are still there? Administration clarified that they have already reviewed the list for interest and improper billing and are continuing to work with residents on these concerns. Administration stated that new accounts would have been opened at the error of previous staff and are working to reconcile these issues.

Motion: No. 17-08
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

'Be it resolved that the Council of the Town of Norman Wells allows administration to reconcile outstanding utilities to a \$0.00 balance in the amount of no more than \$45,000.00.'

Motion Carried

c) Resident suggestion re: Town memorial

Information/Discussion

Discussion: Deputy Mayor Melnyk stated that through the Town Beautification fund, there are funds set aside for items such as flowers, the bridge and such. Suggested that the Town could use this fund to help build a shelter Downtown, in town square such as a pagoda, and at that time, have a memorial wall as part of the pagoda. Mayor Watson asked if anyone has seen the wall in Hay River? Councilor Hodgson stated that the memorial in Hay River is an annual temporary addition. A local sign company will take photos of passed residents and place them on the fences. Mayor Watson stated he like the idea of using names, but maybe not pictures and likes the location suggested by Deputy Mayor Melnyk. This needs further work and Council should solicit ideas from the public. Mayor Watson asked that this be added to the action sheet for staff and brought forward again at the next Committee of the Whole meeting.

8. Committee Reports

a) None

9. Departmental Reports

a) Town Manager	Report	Catherine Mallon, Senior Administrative Officer
b) Finance	Report	Misty Rayner, Finance Clerk
i. Schedule of Accounts		
d) Fire Department	None	

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| e) | Lands | Report | Chelsea McLean, Development Officer |
| | i. | Imperial Oil Land Swap | |
| | ii. | 2015 Land Exchange Agreement | |
| | iii. | 2015 Confidentiality Agreement | |

Discussion: Deputy Mayor Melnyk asked Administration if there is any point to continuing on this this process. He stated he would like to get a snapshot of where the places are that Imperial Oil is suggesting. There are places that are desirable, such as the land beside the Ed Hodgson building or the piece of land beside the tank farm near the new health centre. Deputy Mayor Melnyk stated that he did not want the Town to be saddled with unwanted land. Mayor Watson asked if Council is prepared to lose Town revenue over this. Administration stated that this would allow staff to go back and work with Imperial Oil on individual parcels of land and allow for further breakdowns of areas suggested bringing back to Council. Deputy Mayor Melnyk stated that there is no rush to acquire these lots, perhaps within 5 to 10 years. Mayor Watson stated that all this land would revert to the Town anyway if/when Imperial Oil leaves. Councilor Hodgson stated she would like to see a map attached in the future so Council can easily see where these parcels of land are in town. Mayor Watson asked what Imperial Oil wants in return for this. Administration clarified that they are willing to discuss the exchange. Councilor Dolen stated that there should be no rush for this and is leery that the Town will get stuck for something that does not benefit the Town. Deputy Mayor Melnyk stated that the Town can push pack to Imperial Oil on this. Mayor Watson stated suggested that if Imperial Oil wants to pursue this, Council would be happy to listen to their requests but suggests that they appear as delegation so all of Council has the ability to hear and ask questions of Imperial Oil directly.

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| f) | Public Works | Report | Jordan Balanuik, Public Works Foreman |
| g) | Recreation | None | |
| h) | Utilities | None | |

10. Council Forum

Councilor Dolen

Did we not do the recreation budget at the December 13 meeting? Mayor Watson: last I recall from GL Services is that they did not meet with the Recreation Manager despite their several requests to do so. Administration: the Recreation Manager attended Council's 13 December meeting where Council suggested budget figures for Recreation on the night. However, the Recreation Manager has failed to date to advise and contribute on behalf of his Department and has yet to meet with GL Services much less make recommendations. Mayor Watson: is Utilities the same? Administration: Utilities did meet with GL services however there is need for another meeting since Councils impute. Councilor Dolen: It comes across as very snarky, not saying this because it is my Son. Mayor Watson: When I read it, it was factual information that Council needed. It is not just Recreation, Utilities was mentioned as well. Process stated months ago and Managers have missed more than one meeting. It is tough working with GL Services to get meetings together. Sure there was not meant to be any snarky-ness by this, just a statement of fact. GL Services will be in next week. Anything else? Councilor Dolen: There will be something coming up but I will just wait for it and we can deal with it when it comes from further up the food chain.

Councillor Hodgson

Was having a discussion on recreation and summer work. The Day Camp is free and that is a good thing. Can there be a form implemented that if a child is misbehaving, they can be sent home? It is hard to deal with difficult children, especially if a staff member is covering for the afternoon and doesn't know the process. Councillor Dolen: there needs to be a consent form for the parents to sign. Mayor Watson: there is a consent form. It is at the per-view of staff to deal with the child. Councillor Hodgson: are we still liable for kids sent home? Mayor Watson: want to know where we are at with liability. Councillor Hodgson: also, on January 5th, there will be a Federal/Territorial announcement at Noon at the Legion. Mayor Watson: I don't know why this is at the Legion; I personally think that it should be here at Town Hall. I have let other orders of Government know that it would be nice to officially include the Municipal government administration going forward.

Mayor Watson

Nothing

Deputy Mayor Melnyk

For the Day Camp, there should be procedures. We should have this discussion when the Recreation Manager is back. Councillor Hodgson: don't want to get to the point where there is too much red tape but there needs to be respect.

11. Correspondence to Council

- a) Alexis Peachy to Council re: Public Notice of Tire Chain and Chip Seal

Discussion: Council discussed that everyone must take their tire chains off in Town limits. Deputy Mayor Melnyk: with the number of trucks they are expecting it is an immense undertaking if they want to complete it all. Looking at 10-20 tankers a day. Unfortunately, they are on a stretch that has been done. If they are willing to take full liability for any damage done to the roads, we can maybe make an exception. Councillor Hodgson: would need chains off if they are going to the gas station. Councillor Dolen: where are we on the signs? Mayor Watson: they have arrived. Deputy Mayor Melnyk: if they went straight through Esso, then maybe we would be willing to entertain keeping chains on. Mayor Watson: easy to say best idea is No in order to help preserve the roads. Hate to say it but included to allow them to come back with a plan. Councillor Hodgson: would we be the only community to allow chains? Mayor Watson: we can allow them to come back with a detailed plan on how they can ensure residents that their new roads won't get wrecked. Deputy Mayor Melnyk: they are hedging their bets. Mayor Watson: we would want to see the specific volume, max weight, duration of haul, etc. Council needs specifics and would want them to appear as delegation in front of Council.

12. Correspondence from Council

- a) None

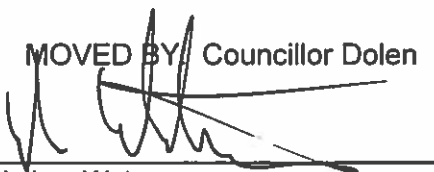
13. In Camera

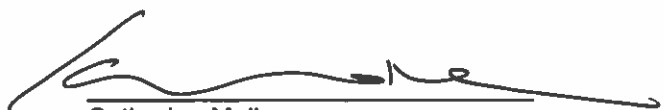
- a) None

14. Adjourn

'Be it resolved that we hereby adjourn, the time being 8:10 p.m.'

MOVED BY Councillor Dolen


Nathan Watson
Mayor


Catherine Mallon
Town Manager

