

**Town of Norman Wells
Minutes
Regular Council Meeting #20-23
Tuesday, September 15, 2020, 7:00pm
Council Chambers and Teleconference**

Present:

Frank Pope	Mayor
Alexis Peachey	Deputy Mayor - telephone
Pascal Audet	Councillor
Jean-Paul Bernard	Councillor - telephone
Jim Boyle	Councillor - telephone
Trevor Smith	Councillor
David Wever	Councillor

Staff:

Cathy Clarke	Senior Administrative Officer - telephone
Randy Sinasac	Acting Senior Administrative Officer
Johannie Lapierre	Development Officer
Alex Millette	Recreation Director
Hugo Pabke	Utilities Manager
Sri Thota	Finance Manager
Kayla Turner	Governance & Community Engagement Manager
Jennifer Waterhouse	Governance & Community Engagement Manager

Delegates: Kyle Wright - NorthRidge

Guests: Chris Chivers

1. Call to Order 7:00PM

Mayor Pope introduced and welcomed Kayla Turner to Council. Kayla has been hired as the new Governance and Community Engagement Manager on a casual contract.

2. Declaration of Conflict of Interest

Councillor Audet Items 9b. and 13a.

3. Review and Adoption of Agenda

Resolution

Item 4b. was moved to Item 13a. In Camera as per By-Law #20-04 Council Procedures By-Law, Section 56 – Public and Private Meetings Item b.

Item 9b. added

'Be it resolved that the Agenda for the Regular Council Meeting, dated September 15th, 2020 is hereby adopted.'

Motion: No. 20-23-01
Moved by: Councillor Smith
Seconded by: Councillor Wever

Motion Carried

4. Delegation

- a) Cpl. Tim MacDonald Monthly Policing Report August/September 2020
RCMP report was presented. No further questions.
- b) Kyle Wright – Northridge Contracting
Moved to in camera

5. Departmental Reports

Second meeting of each month

- a) Town Manager
The Town Manager apologized for not attending in person. Her return to the NWT was delayed due Protect NWT. Staff have been working very hard on various projects, with Randy and Lee overseeing Town operations. She asked the PW Manager to share with Council that they have obtained a number of "surplus" vehicles from Infrastructure. Their request for the donation of an

06, 08 and an 09 pickup trucks was granted. They are currently waiting for approval of an additional request for a cargo van and a minivan.

The Town Manager also requested that an update be provided on the status of the trail work. The PW Manager informed Council that the trail along Canol should be completed by the end of September. They will be allowed to apply for further funding to continue their Great Canadian Trail upgrading work. Pete Rose Welding is constructing barriers to keep motor vehicles off of the refinished trail.

b) Finance

The Finance Manager shared with Council that the first reconciliation using the Sage system has just been completed. There was a small error which is being addressed. Shared the financial reporting framework.

c) Fire Department

d) Governance & Community Engagement

Training of the new Governance and Community Engagement Manager is scheduled for Wednesday to Friday this week. The outgoing manager will be available via email and telephone to provide support during the transition period.

e) Lands

Councillor Wever commended the Development Officer for her work assisting with the utility bill development work in Sage.

Mayor Pope requested that clear markings be placed at the west end of the NorthWright property.

f) Public Works

g) Recreation

Fall youth programming has begun. It is being run out of the Town Hall in order to adhere to Emerging Wisely physical distancing requirements.

h) Utilities

AWI is scheduled to begin the filter underdrain install on October 26th.

6. **Committee Reports**

a) Recreation Committee

b) Economic Development Committee - attached

c) Town Planning and Land Use Committee - attached

The Town Planning Committee has begun looking at issues that can be reviewed as part of the Town Plan/Zoning. The Development Officer has created a list of issues identified.

7. **Minutes**

a) Regular Meeting of Council #20-20

Resolution

Approved with minor correction to housing authority names in Item 10. Council Forum

'Be it resolved that the Minutes for the Regular Council Meeting, dated August 18th, 2020 are hereby adopted.'

Motion: No. 20-23-02

Moved by: Councillor Smith

Seconded by: Councillor Audet

Motion Carried

b) Special Meeting of Council #20-21

Resolution

'Be it resolved that the Minutes for the Special Council Meeting, dated August 30th, 2020 are hereby adopted.'

Motion: No. 20-23-03

Moved by: Councillor Wever

Seconded by: Councillor Smith

Motion Carried

c) Special Meeting of Council #20-22

Resolution

'Be it resolved that the Minutes for the Special Council Meeting, dated September 4th, 2020 are hereby adopted.'

Motion: No. 20-23-04

Moved by: Councillor Smith

Seconded by: Councillor Wever

Motion Carried

d) Committee of the Whole #20-10

Resolution

'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated August 26th, 2020 are hereby adopted.'

Motion: No. 20-23-05
Moved by: Councillor Wever
Seconded by: Councillor Audet

Motion Carried

e) Committee of the Whole #20-11

Resolution

'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated September 9th, 2020 are hereby adopted.'

Motion: No. 20-23-06
Moved by: Councillor Smith
Seconded by: Councillor Wever

Motion Carried

8. Old Business

a) Disposal of Town Owned Property - First, Second and Third Readings

Resolution

The Development Officer explained the need for the Disposal Law was due to a Land Title name change in 2015 that was not reflected on the by-law.

Questions about the price of the land sale. Equity Lease was signed ten years ago. The leasee met the requirements therefore the land is now theirs. Suggested that in future the Town do a Land Transfer rather than an Equity Lease.

'Be it resolved that the Council of the Town of Norman Wells hereby gives first reading to Disposal By-Law #20-06.'

Motion: No. 20-23-07
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried

'Be it resolved that the Council of the Town of Norman Wells hereby gives second reading to Disposal By-Law #20-06.'

Motion: No. 20-23-08
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried

'Be it resolved that the Council of the Town of Norman Wells hereby gives third reading to Disposal By-Law #20-06.'

Motion: No. 20-23-09
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried

9. New Business

a) By-Law #20-07 Amendment to Water & Sewer Services By-Law - First and Second Readings
Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby gives First Reading to By-Law No. 20-07 which amends the Water and Sewer Services By-Law to remove Section 7.14 Adjustment for Undetected Leaks.'

Motion: No. 20-23-10
Moved by: Councillor Smith
Seconded by: Councillor Wever

Motion Carried

'Be it resolved that the Council of the Town of Norman Wells hereby gives Second Reading to By-Law No. 20-07 which amends the Water and Sewer Services By-Law to remove Section 7.14 Adjustment for Undetected Leaks.'

Motion: No. 20-23-11
Moved by: Councillor Smith
Seconded by: Councillor Wever

Motion Carried

The by-Law will be posted for public review.

Councillor Audet left at 7:38pm.

b) Approve Sole Source for Additional Crushing Resolution
An agreement was made between the Town and the contractor to proceed with completing the road resurfacing in one year rather than the original plan of doing it over two years as the weather was cooperative and the work was proceeding at a good pace. As a result, the project needed to use the Town maintenance stock of material. An additional crush of 3100m³ is required to complete the project and replenish Town supply. The Stantec Engineer has confirmed that the road has been built to specifications. The additional amount is due to undertaking the additional work in one year. Inquiry put forth whether additional material should be crushed while the crusher is in place. The SAO will look to see if the Town has the cash flow to undertake more than the 3100m³ requested. If the cash flow supports doing additional crushing then it will be brought to Council in a Special Meeting as this will need to be done soon, while the crusher is in place and the contractor can schedule their people. Discussion about whether it should be put out to bid. The current contractor was hired to do the crush and has the crusher in place. Suggested that by sole sourcing it will allow the additional work to be done in the next few weeks.

'Be it resolved that the Council of the Town of Norman Wells hereby approves the sole sourcing of crushing additional material for completion of the Mackenzie Drive Road Upgrades and replenishment of Town maintenance stock.'

Motion: No. 20-23-12
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried
5 in favor, 1 abstention

Councillor Audet returned at 7:52pm.

10. Council Forum

Councillor Peachey – Shared thanks to staff as she recognizes that they have been working very hard

Councillor Boyle – Requested a Special Meeting with Mayor and Council to discuss issues and concerns of DOT residents about the road construction. Mayor Pope directed Councillor Boyle to work with the SAO to set up a meeting. A meeting would need to be open to the public.

Councillor Bernard – inquired about whether the Town needed two water reservoirs, back up to be used when cleaning the primary and for fire services. The Utilities Manager said that a study was done several years by Stantec a few years ago when water supply was challenged due to capacity issues. This is not an issue now. The cost to bring up a second small tank was not economically feasible.

Councillor Smith – Inquired if there are still plans to remove the gazebo. The Public Works Manager shared that it is on their radar and they will have it done before the snow.

Councillor Wever – nothing

Councillor Audet – The crosswalk light is still out. Inquired if there has been any response about the request to meet with the Minister when they are in Town. No response. There has also been a cabinet shuffle with the GNWT. Also suggested that the Food Pantry be moved to an indoor location before the cold sets in.

Mayor Pope – Raised a number of items and requested that staff provide responses to them at the next meeting. Roads are looking great but some work needs to be done on the beat up guardrails. Would like to know what the program is for repair/replacement. Inquired if there was a plan to do a

proper road job on Tulita, Franklin and Riverview. PW Manager responded that Stantec looking at possible routes for next year's work and will present options. Mayor Pope also inquired where staff were at with the slushy reward for students cleaning up garbage. This idea had not yet been shared with Public Works/Recreation as discussed at the last Cow meeting which he was not a part of. Mayor Pope inquired about what the next steps/timeline were with the Town Lot Clean Up. The Public Works Manager updated that Milestone is preparing a draft report and next month we should know the next phase. Inquired about the status of the Jackfish Lake project and if there had been a response from the Department of Fisheries and Oceans. The Acting SAO responded that he had provided responses to their inquiries. His feeling was that the proposed scope of work would be approved as it was not too intrusive. They are just waiting for final approval. Finally, Mayor Pope inquired whether a shale push was required. The Public Works Manager will look into it.

11. **Correspondence to Council**
a) Digital NWT Community Surveys

12. **Correspondence from Council**

Councillor Audet left at 8:07pm

13. **In Camera**

Resolution

'Be it resolved the Council of the Town of Norman Wells hereby go in camera the time being 8:09PM.'

Motion: No. 20-23-13
Moved by: Councillor Smith
Seconded by: Councillor Wever

Motion Carried

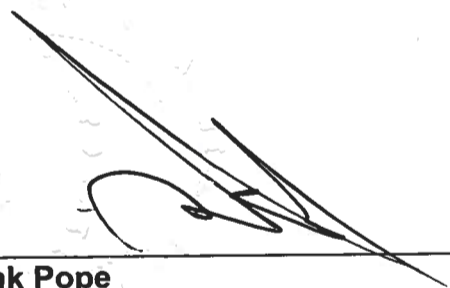
a) Contract

Be it resolved the Council of the Town of Norman Wells hereby leave in camera the time being 8:30PM.'

Motion: No. 20-23-14
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried

14. **Adjourn** 8:30PM Councillor Smith



Frank Pope
Mayor



Cathy Clarke
Senior Administrative Officer