

**Town of Norman Wells
Minutes
Committee of the Whole #20-11
Wednesday, July 22, 2020, 12:00 – 1:00pm
Council Chambers**

Present:	Frank Pope Alexis Peachey Pascal Audet Jean-Paul Bernard Jim Boyle Trevor Smith David Wever	Mayor Deputy Mayor Councillor Councillor – telephone Councillor – telephone Councillor Councillor
Staff:	Cathy Clarke Johannie Lapierre Gary Mickalyk Randy Sinasac Jennifer Waterhouse	Senior Administrative Officer Development Officer Acting Public Works Manager Fire Chief Governance & Community Engagement Manager

1. **Call to Order** 12:03PM

2. **Declaration of Conflict of Interest**

3. **Review and Adoption of Agenda**

Addition of item 4b. ICIP Funding brought over from Regular Council Meeting #20:19

'Be it resolved that the amended Agenda for the Committee of the Whole meeting, dated July 22nd, 2020 is hereby adopted.'

Motion: No. 20-11-01
Moved by: Councillor Smith
Seconded by: Councillor Wever

Motion Carried

4. **Topics**

a) Budget Amendments

Council was provided with a budget narrative for the proposed amendments by department along with a draft revised budget. The SAO explained that latest cuts that Administration is recommending are made based on a conservative estimate of receiving 80% of expecting funding. Each department provided a summary of their proposed cuts.

Administration/Summary

The arena was originally taken out of the budget but based on new information recommending add back in. According to the Emerging Wisely Plan, hockey is not allowed, however other ice related activities are as long as social distancing guidelines are adhered to. Administration recommends opening the arena as it is a long winter and the Town/youth need recreational activities. The Recreation Director can look at what type of programming can be run, such as power skating, skills development, etc. The Town can also look at building an outdoor rink. Option to expand Esker pond or clear a spot on DOT Lake. Suggestion made to put in a long skating path on DOT Lake like what is done on Sylvan Lake. This changes the plan to potentially move the fitness centre if the arena was going to be closed.

Management has frozen their salaries. The Public Works Manager will not be replaced until the next budget. Thanks to Gary and Alex for stepping up. Also cutting back on R&M but need to look at vehicles at some point. Some are getting to the point where they will soon start costing more than worth to fix. New vehicles whether bought or leased are capital items.

Protective Services

Can eliminate the animal control position. It is month to month and the Fire Chief/By-law Officer can assume these duties. Council in agreement to eliminate this position. Training for Volunteer Firefighters can be changed to bi-weekly to reduce amount spent on honorariums. Service level will not be affected. Council in agreement.

Public Works

By moving some work back into the Town some savings have already been realized. Will need budget to cover snow clearing until the new budget year. Garbage contract fees are set.

Public Works will begin to do basic maintenance on vehicles in house, things such as oil changes and tires. Move to all season tires.

Recreation

Arena already discussed. Based on current Emerging Wisely Plan curling club cannot open. Councillor Smith shared that NWT curling is currently working on a plan for the curling season. The Youth & Elder Centre, due to its design can not open due to physical spacing requirements. Does not work with their space and programming. Could potentially be moved to the Community Hall.

Water and Sewer

Most expenses are fixed in this department. The staffing component is very important. Current this is a risk area as overworking two operators until another individual is certified. Originally had three but with the loss of Shawn Donahue back down to two. Trainees cannot make decisions, so it does not alleviate the problem. Ideally a plant of this size should have four operators. Discussion if could bring in relief. Not many options for this. Head Quarters does have a rover but Norman Wells would be low on the priority as there are other communities with higher needs. Norman Wells' water quality is very good and the plant is run well so considered lower priority. This topic needs more discussion as this is an area of risk with only two skilled operators.

Lands

Summarized information provided. Other than the \$50,000 for work on the Town Lot clean up which can be covered by gas tax the opportunities for cuts limited.

SAO summarized that can look for ways to save money, but not possible to make money. Cost savings can be realized from changing behaviours. This budget amendment is the first step to a new budget. Will begin work on the new budget in September.

Councillor Audet recognized that the conservative forecast of 80% collection of taxes most likely will not be standard across the board. The hydrocarbon industrial and pipeline should be able to pay the full 100%. This oversight was discussed and it was agreed that this should be adjusted. This adjustment will put the Town where it needs to be.

The figures will be adjusted based on the discussion and brought back to Council.

b) ICIP Funding

The SAO provided an overview of the ICIP Funding situation. The Town is effectively missing two years of funding but are going to be getting some. Will be looking for alternate streams of funding to support projects.

Road Update – Phase 1

The engineers have reworked the plan and the Town will be able to save some money. Planning to do a lift on the chipseal and further work on Mackenzie Drive. Not a lot of alternative funding available for this project. Suggest considering a Phase 3. ICIP funding requires a 25% contribution. For roadwork the quarry material contribution will be able to help out. Suggested that when working on the chipseal that a proper seal, such as asphalt, be applied and even consider adding lines. A proper seal would address the dust problems experienced with the chipseal road. Questions were raised about which roads. The SAO stated that will look at all roads. Have two classes of roads in town. Some roads need to be built up. Have a corduroy system of roads.

The SAO summarized the discussion about roads and suggested that a comprehensive road plan was needed. It will look at:

- Maintenance
- Sealant
- Lines on existing roads
- 3-5 year plan

Suggested that more brushing needs to be done, particularly in DOT. The Road Upgrade project will address some of this work through the ditching component. The Acting Public Works Manager shared with Council that he had done some research on a mulching attachment for the backhoe. Council was interested in hearing more so the proposal for the purchase of a mulching attachment was shared. After review and discussion Council was in agreement that this would be a good investment. Council requested that proper signage be included in the purchase. Purchase would be a capital budget item and in plan already. Administration directed to proceed with purchase. The SAO concluded the discussion by reminding Council that they need to be ready for the ICIP application when it is released.

Mayor Pope instructed Council to send any ideas for ICIP Funding to the SAO. It was suggested to start an email thread with all of Council and SAO to generate ideas.

5. **Adjourn** 1:09PM



Frank Pope
Mayor



Cathy Clarke
Senior Administrative Officer