

**Town of Norman Wells
Minutes
Committee of the Whole #20-13
Wednesday, September 9, 2020, 12:00PM
Council Chambers**

Present:	Frank Pope: Alexis Peachey: Pascal Audet Trevor Smith Jim Boyle	Mayor Deputy Mayor Councillor Councillor Councillor - telephone
Regrets:	David Wever John Paul Bernard	Councillor Councillor
Staff:	Randy Sinasac Jamie Kersey Johannie Lapierre Jennifer Waterhouse	Acting Senior Administrative Officer/Fire Chief By-Law Officer Development Officer Governance & Community Engagement Manager

1. **Call to Order 12:01PM**
2. **Declaration of Conflict of Interest**
3. **Review and Adoption of Agenda**
4. **Delegation**
5. **Topics**
 - a) **Community Plan Roll-out: January 15, 2020 - Completed**
 - b) **Gas Tax Allocation: January 29, 2020 - Completed**
 - c) **Advocacy Efforts: February 19, 2020 - Completed**
 - d) **Landfill and Solid Waste Management: March 4, 2020 - Completed**
 - e) **MD& A Review and Spring/Summer 2020 Work Plan Prioritization: April 28, 2020 – Completed**
 - f) **Landfill & Forecasting: May 12, 2020 - Completed**
 - g) **Emerging Wisely Plan: May 27, 2020 - Completed**
 - h) **Water & Sewer By-Law & Gas Tax Allocations: June 10, 2020 – carried over**
 - i) **Gas Tax Allocations: Continued June 17th, 2020 – carried over**
 - j) **Gas Tax Allocations: Continued/Water & Sewer By-Law June 24th, 2020 – Completed**
 - k) **Reserve Fund Dedications: July 8th, 2020 – Completed**
 - l) **Water & Sewer By-Law: August 26, 2020 – Part 1 Completed**
 - m) **By-Law Review – September 8, 2020**
 - n) **Town Clean-up/Beautification with Town as Example:**

o) Economic Development:

p) Recreation and Green Spaces:

q) Community Programming:

r) Water:

s) Bylaw/Policy Updates: Ongoing

- Ongoing

6. Adjourn 12:57PM

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Updates on By-Laws Currently Under Review

The governance and community engagement manager provided an update to Council on the following by-law work. The Development Officer, Fire Chief and By-Law Officer provided additional information about current education around by-laws, enforcement and integration with the Zoning By-Law and the Waste Management By-Law

1. Property Standards By-Law
 - Clarification of wording
 - Add to list of definitions
 - Confirm zoning
 - Remove redundancy with Zoning By-Law
2. Noise Control By-Law
 - Add list of definitions
 - Update types of noises
 - Update times
 - Add Exemptions
3. Companion Animal By-Law
4. Anti-Litter By-Law
 - Remove landfill related offences

General Discussion

Many of the active by-laws have not been reviewed since they were written. Some have been based on other municipalities and are not relevant to Norman Wells.

A lot of the identified issues are operational issues. Need to develop processes and document these to ensure by-laws are applied fairly to everyone. Need to simplify some of the language so easier to interpret/understand and enforce.

There is an opportunity through the Community Plan project and Zoning By-Law revision to address some of the issues such as noise control in the trailer park by developing buffer zones. This review has highlighted how all by-laws are connected. The Town Planning Committee is currently identifying hazards in the community and then look at how they can be solved.

The approach to educate residents on by-laws from a good neighbour perspective was discussed. In agreement that the first step is education and working with residents, applying fines is the last resort. One of the challenges that have been encountered with the reintroduction of by-law enforcement is that there has not been regular enforcement in a long time.

Councillor Audet recognized the work that the by-law officer and town staff have been doing in regard to by-law enforcement/education.

The Property Standards by-law has a lot of interconnected pieces that need to be considered. It relates closely to the Zoning By-Law and the proposed Waste Management By-Law. By-Law

references residential properties but does not have anything about commercial properties. They require different standards.

The Noise Control By-Law needs to be updated to make easier to understand. This will allow by-law to work with residents to understand and appreciate what their responsibilities are related to noise control. The hours in the current by-law were considered good.

The ongoing challenge with litter in the community was discussed. The playground has been a hot spot recently. The Town can undertake some things to decrease litter such as child friendly garbage bins and signage. Suggestion made to work with the school on anti-litter campaign. The Fire Chief will reach out to the Principal. Council supported an approach that rewards those that do no litter or clean up rather than trying to punish those that do litter.

Councillors were encouraged to review the by-laws and provide any feedback about them or other by-laws to the Governance and Community Engagement Manager.



Frank Pope
Mayor



Randy Sinasac
Acting Senior Administrative Officer