

**Town of Norman Wells
Minutes
Regular Council Meeting #20-05
Tuesday, February 18th, 2020, 7:00pm
Council Chambers, Town of Norman Wells**

Present: Frank Pope Mayor
Alexis Peachey Deputy Mayor
Jean-Paul Bernard Councillor
Trevor Smith Councillor
David Wever Councillor (on phone)

Regrets: Jim Boyle Councillor (business)

Staff: Alex Millette Recreation Manager
Cathy Clarke Senior Administrative Officer
Hugo Pabke Utilities Manager
Jennifer Waterhouse Governance & Community Engagement Manager
Johannie Lapierre Development Officer
Misty Rayner Finance Manager
Randy Sinasac Fire Chief

Delegation: Cpl. Tim MacDonald
Warren Wright

Guests: Brian Lickoch
Chris Chivers
Travis Wright

1. **Call to Order** 6:59PM

2. **Declaration of Conflict of Interest** None

3. **Review and Adoption of Agenda** Resolution

'Be it resolved that the Agenda for the Regular Council Meeting, dated February 18th, 2020 is hereby adopted.'

Motion: No. 20-05-01

Moved by: Councillor Peachey

Seconded by: Councillor Smith

Motion Carried

4. **Delegation**

a) Warren Wright – Road Conditions

Mr. Wright addressed council with concerns over the winter road maintenance in the Town and other changes he has noted regarding public works.

- Plowing of Roads – response time to begin plowing after a snow event, shoulders being left with a berm, corners piled high with snow
- Backhoe being driven on road with chains
- Purchase of heavy equipment
- Relationship between contractors and Public Works department
- Need to support local businesses
- Dust control (DL10)
- Chipseal
- Need to invest in local facilities

b) RCMP – Cpl. Tim MacDonald Policing Report

Cpl. MacDonald provided an overview of his report for January then updated Council on several incidents that have occurred thus far in February. They are continuing with monitoring of the roads and being vigilant with pulling over drivers for speeding and failing to stop at stop signs.

Mayor Pope inquired whether drug trafficking continues to be an issue in the community. Cpl. MacDonald spoke to the seizures from mail but said that it is more challenging now with legalization of marijuana. They are not receiving many reports. He reiterated that it takes a community and that people need to report these activities and that they can report anonymously. Mayor Pope recognized the RCMP's ongoing community involvement, noting their volunteer time at the arena and their participating in the curling league.

5. Departmental Reports Second meeting of each month

a) Town Manager

Mayor Pope inquired about the Federal Government's election promise of \$1.5 million for road work, ditching and culverts to DOT Lake. The Town Manager explained that the ICIP funds (Build Canada) have been frozen for many communities, Northern in particular, until the federal government provides an Indigenous input template. Provincial/Territorial governments considering legal action. The Town Manager further explained that these funds require a 25% matching contribution. In anticipation of receiving these funds the town has frozen these monies. Mayor Pope expressed his concern that this is impacting the planning for the summer work season as waiting for the funds.

Mayor Pope asked for an update on Councillor Audet's leave from Council. The Town Manager updated Council on the findings so far regarding the conflict of interest inquiry. MACA has confirmed that there is no conflict of interest according to the CTV Act, that it does not apply to a councillor, it only applies to officers and employees. Arlan Foster of Stantec who wrote the contract provided clarification on the purpose of Clause 26, that it was meant for the RFP Process to equalize everyone at the table. The Town Manager explained that making changes to the Council Procedural By-law would not apply retroactively. She raised the need to address 'perceived' conflict of interest and is seeking more clarification. The Town Manager also reported on her conversation with Darren Flynn, who administered the election. He stated that based on the Elections Act he felt that Councillor Audet was good to run. The issue is currently with the Town's lawyers for final review that all the information provided is good.

b) Finance – no questions

c) Fire Department

Continuing to work on dispatching. Lacombe, AB will not be available for a year and in ongoing discussions with Yellowknife.

Mayor Pope asked about the status of the nuisance calls. The Fire Chief confirmed that have dropped to zero since the move to 911. There have been a few hiccups with the conversion as some organizations failed to update their emergency procedures with the new number.

Mayor Pope inquired about the training and the number of staff. The Fire Chief shared that there are currently twelve registered and one recruit. He is revising the policies to make them more attractive. Three members recently became accredited as trainer facilitators. This training will be reimbursed by MACA.

Mayor Pope inquired whether the Fire Department does commercial inspections. The Fire Chief explained that they Fire Department has the capability, but it is a matter of authority/jurisdiction. He believes that commercial business should enjoy the same privilege and is proposing changes to the regulating by-law.

d) Governance & Community Engagement – no questions

e) Lands

The Development Officer reminded Council that the RFP for the Town Plan closes Friday, February 21st. The Town, MACA and Lands working group met for the second time to work on the GNWT leases. There are currently 62 unpaid property tax accounts.

Mayor Pope addressed a question to the Development Officer, Utilities Manager and the Fire Chief regarding obstructions on the utilidor and whether hydrants were being blocked. The Fire Chief responded that there were some challenges with snow cover, but work arounds were in place

f) Public Works – no questions

g) Recreation

Mayor Pope asked for clarification on the numbers for the Youth & Elder Centre. The Recreation Manager explained that the numbers represent daily visits to the Youth Centre but do not include special events or sports nights. The Recreation Manager provided an update on the fitness centre. It continues to be well used. Several pieces of equipment need repairs or to be replaced. The plan is to replace one treadmill this year. Recreation is doing grant research to see if there are any possible sources of funding to support the fitness centre. Recreation staff are completing regular maintenance on gym equipment to expand their lifespan. Councillor Smith asked for an update on the repairs to the sauna. The Recreation Manager shared that the part needed had been identified and ordered.

h) Utilities

The Utilities Manager informed Council that there have been several sewer blockages recently due to rags. He has worked with the Manager of Governance & Community Engagement to communicate to the public that rags and other materials that create blockages should not be flushed.

Mayor Pope inquired whether the Utilities Manager thought these items were being flushed purposely. The Utilities Manager responded that he could not imagine why.

The Utilities Manager provided an update on the under-drain filter approved for purchase at the last meeting. He is waiting on final design as the part is being built to specification.

Mayor Pope requested clarification that the cost included installation. The Utilities Manager confirmed that it did. It was requested that this be updated in the minutes from last meeting, the total price included installation, not plus installation.

5. Committee Reports

a) Recreation Committee – attached

Councillor Peachey presented the report. Spring Fling is scheduled for April 17th. A resolution will be brought forward at the next meeting to declare the afternoon of April 17th a civic holiday. The committee has been looking to see what the Gas Tax can be used to support. The committee plans to bring proposals forward to Council. Finally, Council Peachey shared that this coming weekend will be very busy with the Roughnecks Hockey Tournament, The Canadian North Bonspiel and the Women’s Volleyball Tournament.

b) Economic Development Committee - none

c) Town Planning and Land Use Committee - none

7. Minutes

a) Regular Meeting of Council #20-04 Resolution

‘Be it resolved that the Minutes for the Regular Council Meeting, dated February 4th, 2020 are hereby adopted with amendments.’

Motion: No. 20-05-02
Moved by: Councillor Peachey
Seconded by: Councillor Smith

Motion Carried

3. Old Business

3. New Business

a) Properties Eligible for Tax Sale Information

The Development Officer clarified the process for making properties eligible for tax sale. The process is outline in the Property Assessment and Taxation Act.

Councillor Peachey asked if seeking a decision to bring to tax sales. The Development Officer responded that reporting on where the Town is at as unpaid taxes from 2019 are now considered arrears. She is collecting information on the next steps.

Mayor Pope stated that Council will need to decide to proceed or not. Inquired if there was a timeline. The Development Officer confirmed that as soon as in arrears it is possible to proceed.

Mayor Pope spoke to the effort that has been exerted to help those in arrears. Inquired whether people will still have the option to set up a payment plan. The Development Officer confirmed that this would still be possible and that if a payment plan is set up, the penalty can be waived.

Councillor Smith inquired about when the 60-day notice would be sent, would it also be March 31st when the list is published? The Development Officer wants to ensure that she fully understands the process before moving forward

b) Senior Tax Relief Resolution

The Development Officer reviewed the application for seniors’ tax relief as outlined in the attached administrative report.

Mayor Pope expressed that he would like to support the request for tax relief for both 2018 and 2019 due to the extraordinary circumstances. All Councillors present were in agreement.

‘Be it resolved that the Council of the Town of Norman Wells hereby approves a seniors tax relief credit of 50% of the 2018 and 2019 Tax Levy at a value of \$1,128.16 for Sandra Whiteman due to extraordinary circumstances.’

Motion: No. 20-05-03
Moved by: Councillor Peachey
Seconded by: Councillor Bernard

Motion Carried

10. Council Forum

Councillor Wever – none
Councillor Smith – requested Public Works check that there is access to all garbage bins.
Councillor Peachey – met with the COO of the Norman Wells Land Corp to discuss partnerships.
Councillor Bernard – none
Mayor Pope – Met with the head of the Northern Store. They are interested in becoming more of a part of the community, by getting involved in events and committees.
The Vets are pleased with the Sahtu clinics.

11. Correspondence to Council

- a) University of Calgary – Faculty of Veterinary Medicine
The Vets were very pleased with the Sahtu clinics.
- b) Town of Inuvik – Invitation to Attend 2020 Arctic Development Expo
Councillors are to let Mayor Pope or the Town Manager know if interested in participating
- c) Rachel Riffel -Dept of Infrastructure
Meeting scheduled for Sunday, February 23rd at 12:30PM

12. Correspondence from Council

13. In Camera

- a) Legal

Be it resolved the Council of the Town of Norman Wells hereby go in camera the time being 8:10PM.'

Motion: No. 20-05-04
Moved by: Councillor Peachey
Seconded by: Councillor Smith

Motion Carried

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

Motion: No. 20-05-05
Moved by: Councillor Peachey
Seconded by: Councillor Smith

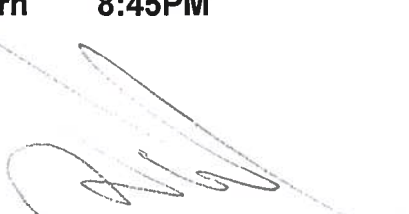
Motion Carried

'Be it resolved that the Council of the Town of Norman Wells hereby approves the spending of up to \$43,000 for the digitization of the Town files.'

Motion: No. 20-05-06
Moved by: Councillor Bernard
Seconded by: Councillor Smith

Motion Carried

14. Adjourn 8:45PM



Frank Pope
Mayor



Cathy Clarke
Senior Administrative Officer