

**Town of Norman Wells
Council Minutes
Regular Council Meeting #18-05
Tuesday, December 18, 2018 – 7:00 pm
Council Chambers**

Present:	Frank Pope Alexis Peachey Pascal Audet Jim Boyle Trevor Smith David Wever	Mayor Deputy Mayor Councillor Councillor Councillor Councillor
Regrets:	Jean-Paul Bernard	Councillor (called in but was not available)
Staff:	Misty Rayner Johannie Lapierre Justin DaSilva Hugo Pabke Robin Doctor	Acting Senior Administrative Officer / Finance Manager Town Information Officer / Development Officer Recreation Manager Utilities Manager Fire Chief (interim)
Guests:	Corporal Jon Cormier Darren Ryan	Norman Wells RCMP Norman Wells RCMP

1. Call to Order – 6:58 pm

2. Declaration of Interest
None declared

3. Review and Adoption of Agenda

The Mayor advised the Council that one addition will be made to the Agenda. Under Town Manager's report, Arena Heating Issues.

“Be it resolved that the Agenda for the Regular Meeting of Council for December 18, 2018 is adopted.”

Motion: No. 18-05-01
Moved by: Councillor Peachey
Seconded by: Councillor Smith

Motion Carried Unanimously

4. Delegations

a) Norman Wells RCMP - Monthly Report
Corporal Jon Cormier presents the Monthly Mayor's Policing Report (November 2018). The answer to Councillor Wever's question about the control on the winter road is affirmative. The RCMP drives on these seasonal roads when they can ensure to be also available and operational in Town.

Received as Information

5. Minutes

a) December 4th, 2018 Regular Meeting

“Be it resolved that the Minutes for the Regular Meeting of Council for December 4th, 2018 are adopted.”

Motion: No. 18-05-02
Moved by: Councillor Peachey
Seconded by: Councillor Boyle

Motion Carried Unanimously

6. Old Business

None

7. New Business

None

8. Committee Reports

Councillor Wever makes a verbal report of the first Town Planning Committee that occurred on December 11, 2018. The Minutes will be approved at their second meeting planned to be held on February 12th, 2019. Councillor Wever brings the question of the previous Nurse Station Building ownership. Information will be collected on this subject.

9. Departmental Reports

a) Town Manager – Emergency report regarding the arena

Justin DaSilva, Recreation Manager, explains the need to replace the heating system in the Zamboni room at the arena: After multiple unsuccessful checks and repairs to prevent freezing issues, the situation is now critical because there are safety risks. It was suggested to ensure that the room has a carbon monoxide detector and that it is functional.

As an interim measure, we need to install a temporary furnace in order to keep the room heated until the new unit is received.

Council requested to get additional quotes by the Request for Proposal process for the purchase of the new heating system.

“Be it resolved to approve temporary furnace installation at the cost of \$2 300.

Be it further resolved that Council authorizes the purchase of a new heating system to a maximum \$12 000.”

Motion: No. 18-05-03
Moved by: Councillor Wever
Seconded by: Councillor Audet

Motion Carried Unanimously

b) Recreation – November 2018

Justin DaSilva, Recreation Manager, presents the report. The Council congratulates and thanks everybody that was involved in opening of the arena.

c) Fire Department – November 2018

Robin Doctor, Fire Chief (interim) presents the report.

A discussion is held about the medivac service provided by the Fire Department. More information will be collected about liability, charges and the future needs of the department in terms of equipment and training. The Mayor suggests that in the New Year, a meeting will be held with the management staff of the NTHSSA to resolve this matter.

d) Finance - November 2018

Misty Rayner, Finance Manager, presents the report saying the department prepares for the audit and that the transition to a new auditor is on going. The Audit for the Town of Norman Wells year end will begin on February 4th, 2019.

e) Utilities – November 2018

Hugo Pabke, Utilities Manager, presents the report. The Council suggests setting up the needs of equipment for the next 10 years.

f) Public Works – November 2018

On the Public Works report, the Mayor adds that the snow clearing of the road access to Jackfish Lake will continue as long as the equipment permits it.

d) Lands – November 2018

Johannie Lapierre, Development Officer, presents the report. She is now working full time at this position.

Received as Information

10. Council Forum

Councillor Audet: Reminder of the Pedestrian light that is not working anymore. Public Works is looking into options to repair.

Mayor: Reminder to the Councilors to tell the SAO who will attend the NWTAC AGM in Yellowknife in March 2019.

Received as Information

11. Correspondence

None

12. Adjournment

“Be it resolved to adjourn the meeting at 8:21 pm.”

Motion: No. 18-05-04
Moved by: Councillor Smith
Seconded by: Councillor Peachey

Motion Carried Unanimously



Frank Pope
Mayor



Darren Flynn
Senior Administrative Officer

**Town of Norman Wells
Council Minutes
Committee of the Whole Meeting #18-06
Wednesday, December 19th, 2018 – 12:00pm
Council Chambers**

Present:	Frank Pope Alexis Peachey Pascal Audet Jim Boyle Trevor Smith David Wever	Mayor Deputy Mayor Councillor Councillor Councillor Councillor
By phone:	Jean-Paul Bernard Darren Flynn	Councillor Senior Administrative Officer

1. **Call to Order – 12:00 pm**

2. **Declaration of Interest**
None declared

3. **In Camera**

‘Be it resolved that we hereby go in camera to discuss the next steps to come in SAO Recruitment, the time 12:05 pm.’

**Motion: No. 18-06-01
Moved By: Councilor Peachey
Seconded By: Councilor Boyle**

Motion Carried Unanimously

4. **Adjournment**

“Be it resolved that we hereby adjourn the in camera session and the meeting at 12:35 pm.”

**Motion: No. 18-06-02
Moved by: Councillor Peachey
Seconded by: Councillor Smith**

Motion Carried Unanimously



Frank Pope
Mayor



Darren Flynn
Senior Administrative Officer