

**Town of Norman Wells  
Regular Council Meeting**

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**Minutes of the Regular Meeting of Council held Tuesday, January 21, 2014,  
in the Council Chambers.**

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<b>Present:</b>	Gregor Harold McGregor	Mayor (Chairperson)
	Nathan Watson	Deputy Mayor
	Renee Closs	Councillor
	Tim Melnyk	Councillor
	Sherry Hodgson	Councillor
	Philip Bailey	Councillor

<b>Regrets:</b>	Jesse Lepine	Councillor
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<b>Administration:</b>	Eric Whitworth	Town Manager
	Candi Gillis	Town Clerk

<b>Delegations:</b>	Cpl. Ryan Snodgrass	RCMP
	Ann Marie Tout	Enbridge
	Peter Erasmus	Enbridge
	Thomas Murphy	Enbridge

<b>Visitor:</b>	Sara Duban
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**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by Mayor McGregor.

**2. DECLARATION OF CONFLICT OF INTEREST**

- None

**3. REVIEW AND ADOPTION OF AGENDA**

**Motion:** No. 14-001

**Moved by:** Councillor Closs

**Seconded by:** Councillor Bailey

**‘Be it resolved that the Agenda for the Regular Meeting of Council dated Tuesday, January 21, 2014, is hereby adopted as presented.’**

**Motion Carried**

**4. DELEGATION**

a) Mayor’s Monthly Policing Report – December 2013

Presented by Cpl. Ryan Snodgrass

December’s report was discussed and numbers are down from last year. Cpl.

Snodgrass commented that for the next visit he would like to discuss priorities for Norman Wells for the upcoming fiscal year. Winter road patrol radius and traffic services were discussed.

b) Ann Marie Tout, Sr. Manager, Northern Region, Enbridge Pipelines (NW) Inc.

Enbridge’s 2014 Investigative and Field Assessment Program

It was noted that there was a change to the information provided in the agenda package and the areas will now be accessed by road instead of by helicopter.

**5. MINUTES**

a) Regular Meeting of Council, December 10, 2013

Resolution

**Motion:** No. 14-002

**Moved by:** Councillor Bailey

**Seconded by:** Councillor Melnyk

**‘Be it resolved that the Minutes for the Regular Meeting of Council, dated December 10, 2013, is hereby adopted as presented.’**

**Motion Carried**

- b) Special Meeting of Council, December 17, 2013  
**Motion:** No. 14-003  
**Moved by:** Councillor Melnyk  
**Seconded by:** Councillor Bailey  
**'Be it resolved that the Minutes for the Special Meeting of Council, dated December 17, 2013, is hereby adopted as amended.'**

Item 7.b) amended to "five (5) consecutive meetings"

**Motion Carried**

- c) Special Meeting of Council, December 20, 2013  
**Motion:** No. 14-004  
**Moved by:** Councillor Bailey  
**Seconded by:** Councillor Melnyk  
**'Be it resolved that the Minutes for the Special Meeting of Council, dated December 20, 2013, is hereby adopted as presented.'**

**Motion Carried**

**6. Old Business**

- a) Council Procedures By-Law 13-25 – Amended  
**Motion:** No. 14-005  
**Moved by:** Councillor Bailey  
**Seconded by:** Councillor Melnyk  
**'Be it resolved that the Council of the Town of Norman Wells hereby approves the amendments made to the Council Procedures By-laws 13-25.'**

**Motion Carried**

- b) Council Procedures By-Law 13-25  
3<sup>rd</sup> Reading  
**Motion:** No. 14-006  
**Moved by:** Councillor Bailey  
**Seconded by:** Councillor Melnyk  
**'Be it resolved that Third Reading be given to Council Procedures By-Law No. 13-25.'**

**Motion Carried**

**7. New Business**

- a) Schedules of Accounts (3)  
**Motion:** No. 14-007  
**Moved by:** Councillor Melnyk  
**Seconded by:** Councillor Bailey  
**'Be it resolved that the Schedule of Accounts in the amount of THREE HUNDRED AND SEVENTY THREE THOUSAND FOUR HUNDRED FORTY NINE DOLLARS AND THREE CENTS (\$373,449.03) is hereby approved as presented.'**

**Motion Carried**

**Motion:** No. 14-008  
**Moved by:** Councillor Bailey  
**Seconded by:** Councillor Melnyk  
**'Be it resolved that the Schedule of Accounts in the amount of NINE THOUSAND NINETY FIVE DOLLARS AND FIVE CENTS (\$9,095.05) is hereby approved as presented.'**

**Motion Carried**

**Motion:** No. 14-009  
**Moved by:** Councillor Melnyk  
**Seconded by:** Councillor Bailey  
**'Be it resolved that the Schedule of Accounts in the amount of FOUR HUNDRED THIRTY SEVEN DOLLARS AND ELEVEN CENTS (\$437.11) is hereby approved as presented.'**

**Motion Carried**

- b) Arctic Oil & Gas Symposium – March 11 – 12  
Community Engagement Insights for Working North of 60°  
Mayor McGregor’s attendance

**Motion:** No. 14-010

**Moved by:** Councillor Bailey

**Seconded by:** Councillor Melnyk

**'Be it resolved that the Council of the Town of Norman Wells hereby approves Mayor Gregor Harold McGregor to attend the Arctic Oil & Gas Symposium.'**

**Motion Carried**

- c) Action Sheet Template  
Discussion:  
The template was unanimously approved by Council

**8. Committee Reports**

- a) Recreation
  - i) Scheduled Meeting took place on January 20<sup>th</sup>
- b) Town Planning
  - i) none
- c) Resource Development Impact Group
  - i) none
- d) Emergency Measures Organization
  - i) Meeting Scheduled February 11<sup>th</sup>

**9. Town Manager’s Report**

- 2014 Interim Budget was passed on December 17th
- Arena opened for scheduled events
- Community Christmas, Youth skate with Santa and the Gingerbread event were huge successes
- Walking trails were cleared 3 times during the month
- Frozen pipes in the Youth and Elder Centre, Fire Hall have been repaired
- Cleared snow from driveways for firefighters and seniors
- IORL reading the master meter manually as it is electronically no longer properly working
- There were 19 gas meters removed which included 2 large users, the combined services building and the Red Dog shop

**10. Council Forum**

Councillor Watson	--	no comment
Councillor Closs	--	no comment
Councillor Bailey	--	no comment
Councillor Melnyk	--	no comment
Councillor Hodgson	--	Requested that the Town Manager schedule an RDIG Committee meeting for noon on February 4 <sup>th</sup> , 2014.
	--	Will be away from March 10 <sup>th</sup> – 31 <sup>st</sup> , 3 consecutive meetings.
Mayor McGregor	--	no comment

**11. Correspondence Requiring Council's Comments**

- a) Letter from Northridge to Gordon Van Tighem dated January 3<sup>rd</sup>, 2014

**Discussion:**

Councillor Watson noted that the response was sent out singularly by the Mayor, and Council was not given the information until after the fact. Councillor Melnyk stated that it is presumed that letters from the Mayor are from the Mayor and Council. He suggested that correspondence be sent to all Councillors with a reasonable time given for comments prior to a reply being sent. Councillor Hodgson agreed that Council needs to see information prior to a response being sent.

- b) 2013 MACA Update

**Discussion:**

The methods used to calculate funding was discussed as well as the Town pursuing Contribution Agreements.

**12. Correspondence from Council**

- a) Mayor's Response dated January 15, 2014 to Northridge's Letter

**13. In Camera**

- a) Accounts Receivable

**Motion:** No. 14-011

**Moved by:** Councillor Bailey

**Seconded by:** Councillor Melnyk

**'Be it resolved that we hereby go in-camera, the time being 7:53 p.m.'**

**Motion Carried**

**Motion:** No. 14-012

**Moved by:** Councillor Hodgson

**Seconded by:** Councillor Closs

**'Be it resolved that we hereby adjourn in-camera, the time being 8:20 p.m.'**

**Motion Carried**

**14. Adjourn**


**Motion:** No. 14-013

**Moved by:** Councillor Melnyk

**'Be it resolved that we hereby adjourn, the time being 8:21 p.m.'**

**Motion Carried**

  
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Gregor Harold McGregor  
Mayor

  
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Eric Whitworth  
Town Manager