

**Town of Norman Wells  
Council Minutes  
Regular Meeting #18-01  
Tuesday, November 6, 2018 – 7:00 pm  
Council Chambers**

---

<b>Present:</b>	Frank Pope Alexis Peachey Pascal Audet Jean-Paul Bernard Jim Boyle Trevor Smith David Wever	Mayor Deputy Mayor Councillor Councillor Councillor Councillor Councillor
<b>Regrets:</b>	None	
<b>Staff:</b>	Darren Flynn Johannie Lapierre	Senior Administrative Officer Town Information Officer
<b>Guest:</b>	Eleanor Young Barry Harley	Deputy Minister MACA Sahtu Superintendent MACA

---

Prior to call to order Mayor and Councillors took their oath of offices in a ceremony officiated by Justice of the Peace Dudley Johnson.

**1. Call to Order – 7:02 pm**

**2. Declaration of Conflict of Interest**

None declared

**3. Review and Adoption of Agenda**

**‘Be it resolved that the Agenda for the Regular Meeting of Council for November 6, 2018 is adopted.’**

<b>Motion:</b>	<b>No. 18-01-01</b>	
<b>Moved by:</b>	<b>Councillor Boyle</b>	
<b>Seconded by:</b>	<b>Councillor Audet</b>	<b>Motion Carried Unanimously</b>

**4. Selection of Deputy Mayor**

**‘Be it resolved that Councillor Alexis Peachy be appointed Deputy Mayor.’**

<b>Motion:</b>	<b>No. 18-01-02</b>	
<b>Moved by:</b>	<b>Councillor Boyle</b>	
<b>Seconded by:</b>	<b>Councillor Audet</b>	<b>Motion Carried Unanimously</b>

**5. Minutes**

None.

**6. Old Business**

None

**7. New Business**

a) Signing Authorities:

Discussion was held on the need to appoint signing authorities from council as well as administration to sign cheques issued on the municipal bank account. Noting that cheques require one signature from council and one signature from administration to be considered valid.

**'Be it resolved that the Council of the Town of Norman Wells appoints Mayor Frank Pope, Deputy Mayor Alexis Peachey and Councillor Pascal Audet as signing authorities for council.'**

**'Be it further resolved that the Council of the Town of Norman Wells appoints Senior Administrative Officer Darren Flynn, Finance Officer Misty-Dawn Rayner and Recreation Programmer Justin DaSilva as signing authorities for Administration.'**

**Motion: No. 18-01-03**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Boyle** **Motion Carried Unanimously**

b) Arena LED Lighting Project

The SAO briefed council on the replacement of the mercury vapor lights in the arena. In 2017 the town had solicited 3 quotes on replacing the lights with LED but for some unknown reason did not proceed with the work. The low bid at the time was from a local company. Recently the Arctic Energy Alliance (AEA) confirmed that it would fund up to 50% or \$25,000.00 towards the project. The SAO has since gone back to the local company and requested an updated quote. Replacement of the current system with LED lights is estimated to save the town at least \$45,000.00 per year in electricity cost. The total cost of the project is estimated at just under \$60,000.00 which after the grant from AEA of \$25,000.00 would cost the town \$35,000.00.

**'Be it resolved that the Council of the Town of Norman Wells authorizes the SAO to proceed with the Arena LED Light Replacement Project. If the quote for the project exceeds \$60,000.00 the SAO must return to council for additional instruction before proceeding.'**

**Motion: No. 18-01-04**  
**Moved by: Councillor Boyle**  
**Seconded by: Councillor Audet** **Motion Carried Unanimously**

**8. Committee Reports**

- a) None
- b) Committees of Council (establishment)

Procedural Bylaw 06-08 lists 3 committees of council: Town Planning and Land Use, Recreation Committee and Resource and Development Impact Committee. Councillors discuss what committees are required to support council work. As a new procedural bylaw is currently in the works and any committees of council will be required to be established in the new bylaw council decides to defer the formation of committees to allow for more time to consider and will decide at a special council meeting to be held later in November.

**9. Departmental Reports**

- a) Town Manager Report

**SAO Recruitment:**

The SAO updates council on the recruitment process. The advertisement opened October 2, 2018 and will close on November 9, 2018. Applications have been received. In addition the SAO contracted Boyden Executive Search to assist with recruitment. Boyden expects to have prescreening of applicant completed by the end of December and be positioned to have a short list of applicants for council interviews in early January. A successful candidate could be potentially able to begin employment in early February.

**NEBS Pension:**

The SAO advises the current voluntary RRSP matching program in place is not serving the council or the employees well. Participation by employees is low and several employees have redeemed or significantly reduced their RRSP's for other reasons. The NEBS pension plan serves the vast majority of NWT and Nunavut municipalities. It is similar to the federal and territorial employee pension plan, PSSA, and it is transferable to PSSA should an employee leave and join the territorial or federal governments. The pension is based on matching premiums from the council and the employee at 8% of base salary respectively. Once enrolled in the NEBS pension plan participation by all full time employees would be mandatory. Employee and employer premiums would be locked in. The SAO recommends that council enroll in the NEBS pension plan and cancel the RRSP effective January 1, 2019.

**'Be it resolved that the Council of the Town of Norman Wells directs the SAO to enroll the town in the NEBS pension plan effective January 1, 2019**

**Be it further resolved that the current RRSP matching program be discontinued on January 1, 2019.'**

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

**Motion Carried Unanimously**

- b) Finance None
- c) Fire Department None
- d) Recreation None
- e) Public Works None
- f) Lands None
- g) Utilities None

**10. Council Forum**

Councillor Audet:

- New Procedural Bylaw. When will it be reviewed and presented to council? Deputy Minister Young advises that the new updated draft was completed by the department and emailed to the SAO earlier this evening. The SAO will bring it to the special meeting to be held later in November.
- No other Councillor topics are presented in the Forum.

At his point Mayor Pope recognizes RCMP Corporal Jon Cormier who had been attending the meeting in the gallery. Corporal Cormier congratulates the Mayor and Council on their appointment and advises that the RCMP are available at council's discretion to attend meetings as delegates and to update council on statistics, activities and ongoing operations. Mayor Pope thanks Corporal Cormier and advises that SAO Flynn will be in contact with him.

**11. Correspondence to Council**

a) None

**12. Correspondence from Council**

a) none

\*Break called 7:40pm

**13. Delegations:**

1. Eleanor Young, Deputy Minister MACA Update on Administration.

**'Be it resolved that Council move to "in-camera" meeting format at 7:46pm.'**

**Motion: No. 18-01-06**  
**Moved by: Deputy Mayor Peachey**  
**Seconded by: Councillor Boyle** **Motion Carried Unanimously**

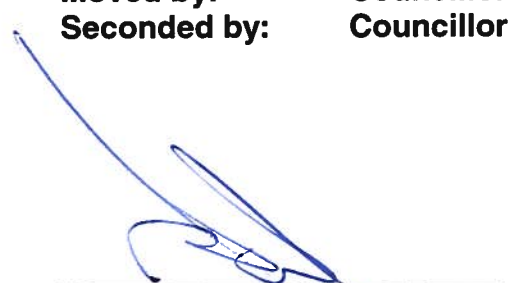
**'Be it resolved that Council move to regular meeting format at 9:04pm.'**

**Motion: No. 18-01-07**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Boyle** **Motion Carried Unanimously**

**14. Adjourn**

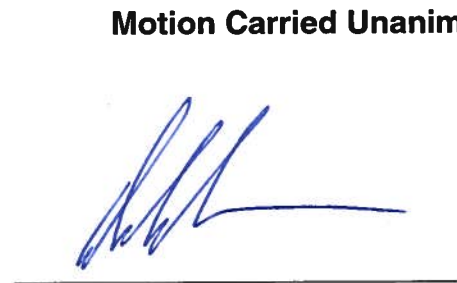
**'Be it resolved to adjourn the meeting at 9:06pm'**

**Motion: No. 18-01-08**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Boyle** **Motion Carried Unanimously**



---

Frank Pope  
Mayor



---

Darren Flynn  
Senior Administrative Officer