

**Town of Norman Wells  
Agenda  
Regular Council Meeting #20-04  
Tuesday, February 4<sup>th</sup>, 2020, 7:00pm  
Council Chambers, Town of Norman Wells**

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- 1. Call to Order**
- 2. Declaration of Conflict of Interest**
- 3. Review and Adoption of Agenda** Resolution
- 4. Delegation**
- 5. Departmental Reports** Second meeting of each month
  - a) Town Manager
  - b) Finance
  - c) Fire Department
  - d) Governance & Community Engagement
  - e) Lands
  - f) Public Works
  - g) Recreation
  - h) Utilities
- 6. Committee Reports**
  - a) Recreation Committee - none
  - b) Economic Development Committee - none
  - c) Town Planning and Land Use Committee - attached
- 7. Minutes**
  - a) Regular Meeting of Council #20-02 Resolution
  - b) Special Meeting of Council #20-03 Resolution
  - c) Committee of the Whole #20-02 Resolution
- 8. Old Business**
- 9. New Business**
  - a) Under Drain Filter Repair Resolution
  - b) Cat Train Café Resolution
  - c) Acquisition of Lot 188 – Plan 1075 Discussion
- 10. Council Forum**
- 11. Correspondence to Council**
  - a) Norman Wells Biathlon Team
  - b) James Ulch – Heritage Hotel
- 12. Correspondence from Council**
- 13. In Camera**
- 14. Adjourn**

**Administrative Report**  
***Advice to Mayor and Council***  
***Town of Norman Wells***

**ISSUE:** Zoning by-law amendment – Cat Train Cafe

**DATE:** January 20, 2020

**BACKGROUND:**

The proximity of the light industrial area to the winter road seems to be an incentive for the community to use this area.

The decrease of the industrial activities in Norman Wells seems to result in a desire to use the area for other purposes.

It seems like a grey area exists between some industrial and commercial activities (camps vs hotels or residences, cafeterias vs restaurants) in the community plan and zoning by-law (see regulation attached).

A business license was issued to The Royal Mackenzie Catering Ltd. in July 2019 for Camp catering, catering and restaurant. No location was provided on the application.

The Cat Train Café has started its operations at the Northridge Contracting Ltd. camp situated in the light industrial area. The Cat Train Café doesn't own the building being used.

We suppose that as the Northridge Contracting Ltd. camp already had the structural capability to provide the catering and restaurant service in the existing cafeteria, no development permit application was submitted.

"The making of any change in use or intensity of use of any land or building" is part of the "Development" definition in the Zoning By-law 13-02. In this definition, the kitchen of the camp is now selling goods. This means a development permit should have been requested.

This change in the use could affect the assessment of the property.

"Relocatable construction camps" is a permitted use of the light industrial zone whereas "Eating and drinking establishments" is listed in the commercial zone regulation (see regulation attached). As per the current Zoning By-law, an application to operate a restaurant in this area would have been denied.

The Cat Train Café owner asked the Town's permission to put a sign on the public road to advertise it.

The Development Officer explained the necessity to respect the Zoning By-law. If the relocation is not an option, they must request an amendment to add the use in the light industrial zone.

If an amendment is approved to operate in the light industrial area, it will be permitted to put a sign on the property, but it is not permitted to advertise on a public road (see regulation attached). This would require another amendment.

Development permits for a permitted use can be issued by the Development Officer whereas Council must approve the application for a conditional use.

We are starting the review of the Community Plan and Zoning By-law.

### **FACTORS: (optional)**

#### **Amendment to include any type of restaurant in the permitted or conditional uses of the light industrial zone:**

##### Benefits:

- Might encourage business development (as it is a limited market, it might have the opposite effect)
- Might answer a need for the workers in this part of the town and for the people coming by the winter road (we don't have this type of data).
- Would give the opportunity to every restaurateur to choose this area as a location for their business.

##### Inconveniences:

- This amendment would contravene with the purpose and first objective of "Commercial" in the actual Community Plan:

"The development of a centralized commercial core continues as the Community Plan's primary focus."

"Reinforce the growth of the centralized commercial core to achieve a higher intensity land use."

- This amendment would also not comply with the purpose of "Industrial" in the actual Community Plan:

"Lands designated Industrial are intended for hydrocarbon, light and heavy industrial uses. Permitted uses include those activities associated with exploration and processing of hydrocarbons as well as construction

operations, trucking companies and manufacturing or warehousing and equipment storage.”

- This amendment would intensify the confusion and might trigger more requests to accept commercial activities in this area.

- There is safety risks and additional services are required to open an industrial area to the public.

*\*Instead of doing this type of amendment, the community should think of the possibility to create another commercial area beside the light industrial one with a clear delimitation. This possibility would necessitate a community consultation and a deeper analysis.*

### **Amendment to include “catering businesses in relocatable camps” the in conditional uses of the light industrial zone**

#### **Benefits:**

- Might encourage business development (as it is a limited market, it might have the opposite effect)

- Might answer a need for the workers in this part of the town and for the people coming by the winter road (we don't have this type of data).

- As a conditional use, the risks associated to each request can be evaluated.

The relocatable camps are only permitted in a specific area of the light industrial zone, so the safety risks are lower.

- No change in the structure of the improvement on the land (building and parking capacity), so minimal impact on the land itself.

#### **Inconveniences:**

- This amendment still doesn't comply with the actual Community Plan.

- Camps in general don't really comply with the definition “Industrial Light” in the current Zoning By-law:

“a use or development of land for the purpose of processing, warehousing, repairing, distribution or storage of goods and materials where minimal nuisances are generated.

- The traffic is increased in the area. We must evaluate the safety risks and the services to add in the area (snow clearing, proximity of industrial activities)

## **CURRENT STATUS:**

### Timeline:

- Recommendation from the Town Planning and Land Use committee Tuesday January 28, 2020
- Amendment by-law 1<sup>st</sup> reading Tuesday February 4, 2020
- Public notice and letter to applicant, owner and neighbors
- Public hearing
- Amendment by-law 2<sup>nd</sup> and 3<sup>rd</sup> reading
- Minister's approval

### **RECOMMENDATION: (optional)**

- Recommend an amendment with a deadline (the end of the Community Plan and Zoning by-law process).
- Review the form for the business license.

**Prepared by:** Development Officer

### **3.2 Commercial**

Lands designated Commercial are intended for uses such as banks, offices, retail stores, hotels, restaurants and entertainment establishments. The development of a centralized commercial core continues as the Community Plan's primary focus. Conditional uses such as second storey residential units, can be allowed providing they conform to the goals, objectives and policies established herein.

#### **Objectives**

- C(a) Reinforce the growth of the centralized commercial core to achieve a higher intensity land use.
- C(b) To have improved parking facilities throughout the established and expanded commercial core.
- C(c) Relocate non-commercial land uses to other more appropriately designated areas.
- C(d) Mitigate potential negative environmental impacts from development deemed to be high risk for contamination.

#### **Policies**

- C1. Continue to encourage development of pedestrian access to the core commercial area.
- C2. Ensure appropriate parking standards are considered for all new developments.
- C3. All commercial development must provide parking areas which are adequately lit and surfaced.
- C4. Permit the development of second storey and/or auxiliary residential components with the commercial core, to help defray the costs involved with establishing and maintain small businesses.
- C5. An environmental study shall be undertaken as part of the development approval process where a commercial use is deemed to be a high risk for potential contamination. This study should determine the potential for future contamination and any containment plans for spills, as well any other information required by the Development Officer.
  - a. A site abandonment plan may be required as of the larger environmental study described above.

### **Strategies or Guidelines**

Council may want to consider developing design guidelines for permitted and conditional uses that describe the character of the Commercial area including landscaping, traffic and parking requirements, density, energy efficiencies, and visual quality of buildings and signs to provide more detailed support for the concepts contained in the Community Plan.

### 3.4 Industrial

Lands designated Industrial are intended for hydrocarbon, light and heavy industrial uses. Permitted uses include those activities associated with exploration and processing of hydrocarbons as well as construction operations, trucking companies and manufacturing or warehousing and equipment storage.







#### **Objectives**

- IN (a). New areas for industrial uses will have a physical separation from the Town's residential core.
- IN (b). Mitigate potential negative environmental impacts from development deemed to be high risk for contamination.
- IN (c). To protect and remediate the natural environment from potential and existing contamination from hazardous land use and development.
- IN (d). To encourage new hydrocarbon activities to develop on the west bank of municipal lands on the Mackenzie River.

#### **Policies**

- IN1. Limit the size of developments in the town's central core area and encourage industrial uses to locate/relocate to the existing upper industrial park off Quarry Road.
- IN2. All sites and buildings which store dangerous products and hazardous materials must comply with necessary Federal and Territorial legislation
- IN3. To require an environmental study be undertaken as part of the development approval process where an industrial use is deemed to be a high risk for potential contamination. This study should determine the potential for future contamination and any containment plans for spills, as well any other information required by the Development Officer.
  - a. A site abandonment plan may be required as of the larger environmental study described above.
- IN4. Require site restoration upon vacating any site to an environmentally sound state. This requirement may include an environmental inspection and certificate at the lessee's/owner's expense. In order to ensure implementation of this policy, council may request this be registered as a caveat at Land Titles.
- IN5. Connect hydrocarbon activities on the east and west banks of the Mackenzie River and enhance the existing hydrocarbon industrial uses on the east bank to support new development on the west.



 	Portable buildings used to house a temporary workforce engaged in a given project, erected and operated for a specific project and for a specific period of time, and relocated to new project sites upon completion of each project.
Caretaker/ Security Unit	a single dwelling unit which is used as a residence by a caretaker or watchman or which is merely inhabited in order to provide added security to the premises.
Commercial Residential Occupancy	a permanent building (excluding trailers) used by a company for the accommodation of employees and consisting of at least two bathrooms and not fewer than 2 habitable rooms providing therein living, dining, kitchen and sleeping accommodation in appropriate individual or combination rooms
 	the use of land, buildings, or structures for the purpose of buying and selling commodities or supplying of services, but does not mean government offices or industrial uses
Community Care Facility	a facility which provides resident care to individuals with disabilities or in need of adult supervision, and who are provided service and supervision in accordance with their individual needs.
Community Plan	the Community Plan of the Town of Norman Wells.
 	a use which is considered on its individual merits and circumstances and may be permitted in a specific zone to which the use applies provided the Development Authority has given due consideration to adjoining land uses.
Council	the Council of the municipal corporation of the Town of Norman Wells.
Coverage	the combined area of all buildings or structures on the lot as a percentage of the site area, measured at the level of the lowest storey above grade; including all porches and verandas, open or

covered, but excluding open and enclosed terraces at grade, steps, cornices, eaves and similar projections.

**Day Care Facility** a facility and program for the provision, care, and supervision of children in accordance with the *NWT Day Care Act and Regulations*. The facility is not part of a public school, separate school, private school or children's health Centre.

**Development** As defined in the ACT means:

- 1) The carrying out of
  - a) Any construction, including the placement or movement of a building,
  - b) Any excavation, or the deposit or movement of soil or other materials, or
  - c) Other related operations,
- 2) The product of development, as the term is defined in paragraph (1) such as a building or a developed site, or
- 3) The making of any change in use or intensity of use of any land or building.
- 4) The placement of fuel storage tanks, erection of signs, construction of fences or decks are all considered to be development.

**Development Officer** an official of the municipality responsible for administering this by-law who is appointed to be responsible for receiving and processing all applications for development permits.

**Development Permit** a document authorizing a development issued pursuant to the Zoning By-law.


**Dwelling** a building or part of a building occupied, in whole or in part as a home, residence or sleeping place of one or more persons either continuously, permanently, temporarily or transiently.

**Dwelling Unit:** a room, group of rooms, or dwelling forming a habitable unit for one household with facilities for living, sleeping, cooking and eating, and which is directly accessible from the outdoors or through a common hall without passing through any other dwelling unit.

Hazardous Substance or Dangerous Goods	explosives and pyrotechnics; gases (either compressed, deeply refrigerated, liquefied, or dissolved under pressure; flammable and combustible liquids; flammable solids (including substances liable to spontaneous combustion and substances which, on contact with water, emit flammable gases); oxidizing substances and organic peroxides; poisonous and infectious substances; radioactive material; medical or biological waste; corrosives; and other miscellaneous substances of similar nature.
Highway	a public thoroughfare intended for vehicular use by the general public. (see also Street).
Home Occupation	an occupation, trade, or business activity that results in a product or service which is conducted in whole or in part in the dwelling unit and is clearly subordinate to the residential use of the dwelling unit.
Hotel/Motel	a building, or part of a building, or two or more disconnected or detached buildings, designed to be used for the purpose of catering to the needs of the transient public by furnishing sleeping accommodation with or without kitchens, with or without supplying food, and may include meeting rooms, banquet halls, public dining rooms, and any premises licensed for serving alcohol, but shall not include boarding houses, taverns and apartment dwellings, but shall include motel and motor inns.
Industrial Heavy	a use or development of land for the purpose of processing, warehousing, repairing, distribution or storage of goods and materials where minimal nuisances are generated.
Land	any ground, soil or earth whatsoever regarded as the subject of ownership and everything annexed to it whether by nature (such as trees, water) or by humans (such as buildings, fences).

	t	a building or structure or part thereof where food is prepared and offered for sale to the public for consumption within the premises, or for take-out or delivery service.
Retail Convenience Store		a building or part of a building used primarily for the sale of grocery and confectionery items and incidentally for the sale of other merchandise as is required to fulfil the day to day needs of a surrounding residential area.
Retail Store		a use primarily engaged in general merchandising including but not limited to apparel, hardware, home furnishings, dry goods, food products, and/or home appliances.
Reserve		a parcel of land set aside for the use of the municipality or other public authority.
Right of Way		A strip of land which is used as a road bed, either for a street, or any purpose deemed necessary by the municipality (such as utilities, access, etc). The land is set aside either as an easement or in fee simple. In many cases the right of way differs from an easement in the sense that no development occurs within a right of way, it is a surveyed parcel of land to be used for municipal purposes.
Rooming House		any house or building or portion thereof which the proprietor supplies lodging, for compensation, to other persons without meals in rooms furnished by the proprietor with necessary furnishings, and does not include a hotel, as defined in the Hotel Registration of Guests Act.
Row Housing		See Dwelling, Multi-attached.
School		a site or building wherein teaching, instruction or research may be conducted, and which may include related recreational facilities.
Scrap Yard/ Junk Yard		a place where waste, discarded or salvaged materials are bought, sold, exchanged, stored, based, cleaned, packed, disassembled or handled, including auto wrecking yards, house wrecking yards, used lumber yards, and places or yards for use of salvaged house

other parcel of land— see definition in the Act)

Temporary	such time limit as may be set by the Council for a specific use. In a case where no time limit is set, “temporary” shall be no more than sixty (60) consecutive days.
Trailer	a vehicle that is designed to be drawn on a highway by a motor vehicle, whether or not part of its weight or load rests on or is carried by that motor vehicle.
Tourist Trailer Park or Campsite	a site which provides for the temporary location of tents and trailers used by travellers and tourists for overnight accommodation and which is not used for permanent residence.
Unlicensed	a motor vehicle or part thereof that is not currently legally registered and insured.
	the purpose for which any land, building, structure of any combination thereof is designed, arranged, occupied or maintained.
Vehicle, Heavy Equipment or Construction	a grader, loader, shovel, tractor, mobile crane, backhoe, fork lift, service or drilling rig components, structures and other similar equipment not normally used for travel on a highway.
Warehouse	a building or portion of a building used or intended to be used for the bulk storage of goods, commodities, wares, merchandise or materials.
Waste Disposal Site	a place where ashes, garbage, refuse, domestic waste, industrial waste or municipal refuse is disposed of or dumped. This definition shall not include a sewage treatment plant, lagoon or sludge disposal area.
Water Supply	a distribution system of piping and related storage, including pumping and purification appurtenances, operated by the Town.
Wholesale	a building or part of a building used or intended to be used for the

## 7.6 [REDACTED]

The general purpose of this zone is to permit development of commercial uses, along with other uses considered compatible with those permitted uses and similar in character and purpose in keeping with the intent and purpose of the Community Plan.

### 1) Permitted Uses

- a. Professional, financial, office and business support services;
- b. Professional Offices;
- c. Eating and drinking establishments
- d. Hotels;
- e. Retail stores;
- f. Banks;
- g. Theatres and other public entertainment establishments;
- h. Personal service establishments;
- i. Parks;
- j. Hardware and home improvement centres; and,
- k. Government and quasi government offices.

### 2) Conditional Uses

- a. Temporary structures for sales, amusement, recreational or promotional purposes;
- b. Local utility services;
- c. Residential accommodation on a second floor;
- d. Public or Quasi-Public buildings;
- e. Workshops accessory to retail stores where the workshop is essential to the retail business conducted on the same lot;
- f. Buildings and uses accessory to the above; and
- g. Those uses which, in the opinion of the Development Officer, are similar to the permitted or discretionary uses, and which conform to the general purpose and intent of the zone.

### 3) Development Regulations

Buildings	
Maximum Height	13 m If a sprinkler system is provided, then the building height shall be at the discretion of the Development Officer
Minimum Lot Width Hotels	30 m
Minimum Lot Width all other uses	7.5 m
Minimum Lot Depth	Combination of lot width and depth shall, at a minimum, be equal to or greater than 140 m <sup>2</sup>
Minimum Lot Area Hotel	1,115 m <sup>2</sup>
Minimum Lot Area all other uses	278 m <sup>2</sup>
Minimum Front Yard Setbacks	Shall be at the discretion of the Development Officer, or Council Acting as the Development Officer, with consideration given to development or potential development on adjacent lots.
Minimum Rear Yard Setbacks	6 m parking or loading zone shall be provided where there is not conflict with an utilidor. If there is a conflict, the setback shall be determined by the Development Officer in consultation with the Northwest Territories Power Corporation and the Fire Chief.
Minimum Side Yard Setbacks	3 m if next to a residential zone 2.5 m for all other lots
Maximum Lot Coverage	Shall not exceed 1.75 times the lot

#### 4) General Regulations and Performance Standards

- a. Parking, loading, storage and trash collection areas shall be screened to the satisfaction of the Development Officer;
- b. A minimum of 5% of the site area shall be landscaped for public use to the satisfaction of the Development Officer;
- c. A workshop accessory to a retail use is to be located behind the principal building and have a maximum floor area of 370 m<sup>2</sup>.
- d. The design, siding and external finish of all buildings, including any accessory buildings, structures, signs and any reconstruction shall be to the satisfaction of the Development Authority



The general purpose of this zone is to permit development of light industrial uses which generally carry out a portion of their activities outdoors, and do not generate any off-site nuisances.

1) Permitted Uses

- a. Trade shops;
- b. Trucking companies;
- c. Open Storage of Heavy Equipment and machinery;
- d. Oilfield supplies and equipment;
- e. Sawmills;
- f. Animal shelters;
- g. Warehousing/storage;
- h. Relocatable construction camps;
- i. Marine Transportation Facilities;
- j. Land Farm; and
- k. Agricultural uses.

2) Conditional Uses

- a. Caretaker/Security Unit
- b. Scrap yards;
- c. Bulk material storage;
- d. Buildings and uses accessory to the above; and
- e. Those uses which, in the opinion of the Development Officer, are similar to the permitted or conditional uses, and which conform to the general purpose and intent of the zone.

### 3) Development Regulations

Buildings	
Maximum Height	10 m
Minimum Lot Area	To be established by the Development Officer
Minimum Lot Area all other uses	278 m <sup>2</sup>
Minimum Lot Width	30 m <sup>2</sup>
Minimum Lot Depth	To be established by the Development Officer
Minimum Front Yard Setbacks	6 m
Minimum Rear Yard Setbacks	5 m, 7.5 m where the property abuts a residential zone
Minimum Side Yard Setbacks	4.5 m
Maximum Lot Coverage	70%

### 4) General Regulations

Notwithstanding the minimum yard requirements above where it is deemed impractical to conform with these requirements due to obvious physical limitations, all yard setbacks shall be at the discretion of the Development Officer who shall have regard for the amenities of the district and adjoining lots.

### 5) Light Industrial Performance Standards

- a. Noise – Noise from industrial production shall not be audible at any point of the boundary of the lot on which the operation takes place;
- b. Smoke – No process involving the use of solid fuel is permitted, save the use of waste disposal incinerators of ;
- c. Dust and ash – No process involving the emission of dust fly-ash or other particulate matter is permitted;
- d. Odour – The emission of any odorous gas or other odorous matter is prohibited;
- e. Toxic gases, etc. – The emission of any toxic gases or other toxic substances is prohibited;
- f. Glare or heat – No industrial operation shall be carried out that would produce glare or heat discernible beyond the property line of the lot concerned; and,

- g. External storage – External storage of goods or material is permitted if the storage area is suitably enclosed by a fence or wall, to the satisfaction of the Development Authority.

6) Regulations Applicable to Re-locatable Camps

- a. The location of camps will be permitted only the area of the light industrial zone generally east of the Quarry Road and generally north of the winter road right-of-way.
- b. No camps shall be allowed between Raven Road and Quarry Road.
- c. Specific lot areas, setbacks, and allowable lot coverage will be determined by the Development Authority on a case by case basis.

7) Conditions of Development Permits

- a. The following conditions will apply to development permits for re-locatable camps:
  - i. A bond as security for closure, clean-up and/or to discourage abandonment shall be posted in the amount of \$1,000 per portable building unit to a maximum of \$100,000.
  - ii. Utilities and power requirements must be included on each development permit application for the establishment of a camp including water and sewer tank sizes
  - iii. Development Permit Applications must be accompanied by a letter from the Office of the Fire Marshall indicating the camp plans have been reviewed for conformance to the National Building Code and National Fire Code.
  - iv. Development permit applications for camps with 30 or more beds must be accompanied by a copy of the company camp rules and code of conduct for employees while residing in the community.
  - v. There will be an annual renewal/review required for each development permit issued and maximum project duration. An administrative fee is required, in addition to the development permit application fee, as set out in this By-law.
  - vi. Each camp will be responsible for the costs of any necessary development of roads and culverts on the site.

**TOWN OF NORMAN WELLS  
BY-LAW NO. 20 – 01**

BEING A BY-LAW OF THE COUNCIL OF THE MUNICIPAL CORPORATION OF THE TOWN OF NORMAN WELLS IN THE NORTHWEST TERRITORIES, AUTHORIZING THE MUNICIPAL CORPORATION OF THE TOWN OF NORMAN WELLS TO AMEND THE TOWN OF NORMAN WELLS ZONING BY-LAW NO.13-02, AS AMENDED.

**PURSUANT TO:**

- a) Sections 12 to 24 inclusive of the Community Planning and Development Act, S.N.W.T. 2011, c.22
- b) Due notice to the public, provision for inspection of this by-law and due opportunity for objections thereto, to be heard, considered and determined; and
- c) The approval of the Minister of Municipal and Community Affairs, certified hereunder

**WHEREAS** the Municipal Corporation of the Town of Norman Wells has enacted Zoning By-Law 13-02;

**WHEREAS** the Municipal Corporation of the Town of Norman Wells wishes to amend Zoning By-Law 13-02, as amended;

**NOW THEREFORE** the Council of the Municipal Corporation of the Town of Norman Wells, in a regular session duly assembled, hereby enacts as follows:

**APPLICATION**

- 1. That By-law No. 13-02 of the Municipal Corporation of the Town of Norman Wells is hereby amended by:
  - a) Adding to the Conditional Uses of M1-Light Industrial Zone under 7 Part Seven – Zoning District Regulations, the following: “Restaurants in relocatable construction camps”.
- 2. This By-Law shall come into effect upon receiving third and final reading.

Introduced and read a first time this 4<sup>th</sup> day of February, 2020, A.D.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Senior Administrative Officer

After due notice and a public hearing \_\_\_\_\_ read a second time

this \_\_\_\_\_ day of \_\_\_\_\_, 2020, A.D.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Senior Administrative Officer

**APPROVED** by the Minister of Municipal and Community Affairs, the \_\_\_\_\_ day of

\_\_\_\_\_, 2020, A.D.

\_\_\_\_\_  
Minister, Municipal & Community Affairs

Read a third time and finally passed this this \_\_\_\_\_ day of \_\_\_\_\_, 2020, A.D.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Senior Administrative Officer

It is hereby certified that this By-Law No. 20-01 has been made in accordance with the requirement of the Cities, Towns and Villages Act and the By-Laws of the Town of Norman Wells.

\_\_\_\_\_  
Town Manager / S.A.O.

**Administrative Report**  
***Advice to Mayor and Council***  
***Town of Norman Wells***

**ISSUE:** Acquisition of lot 188 plan 1075

**DATE:** January 27, 2020

**BACKGROUND:**

- Lot 188 plan 1075 is a Commissioner land zoned as Community Use and located behind the Fire Hall.
- The Mayor expressed his interest to acquire this lot for Town purposes (expansion of the Fire Hall, future Town facility or other Community Use purpose).

**FACTORS: (optional)**

- This land was used by the Norman Wells Laundry & Dry Cleaning Ltd until 2014.
- A letter from the Town was sent to MACA in the same year expressing the tax arrears and the breach of lease agreement.
- By By-law 12-01, the debt of \$110,570.04 was forgiven: "Outstanding Property Taxes owed to the Town. Occupant has moved out of Canada- Town holds an interest in acquiring this lot for use as expansion to our current Fire Dept facility located on the adjacent Lot.
- The Certificate of Title doesn't show any Claim of Lien or Caveat.
- As per existing correspondence, it seems like the transfer of the lot to the Town never occurred because of contamination.
- Agat Laboratories made a trace organics analysis in 2011 which states that their sample results are within the required limits.
- Many Town facilities need maintenance.
- There are maybe 2 existing vacant community use areas in town that would be available for future development.
- As the Community Plan and Zoning by-law are not reviewed yet, we haven't done the research on the needs.

**CURRENT STATUS:**

Do you think that the Town should apply to lease or purchase this land?

**RECOMMENDATION: (optional)**

**Prepared by:** Development Officer

January 20th, 2020

Town of Norman Wells  
Norman Wells, NT

Dear Mayor and Recreation Staff,

Thank you. At the beginning of the year Mrs. Loretta Wiley, Ms. Brown and Ms. Kareya Peachy worked insanely hard to assemble a very promising group of bright and strong athletes to make a brand new biathlon team for the first time ever in Norman Wells. A big hope for our team was to go to the Arctic Winter Games biathlon tryouts in Hay River.

We needed support and funds for equipment, registration fees, uniforms, rifles, etc... and thanks to all of our kind sponsors we were able to do all that. We have some very talented people on our team this year, some who had done biathlon in previous years through the Norman Wells cadet corps and some who were brand new to the sport and everyone that went to Hay River put forth an amazing amount of effort into the tryouts. We're happy to say that thanks to you Autumn Gilroy will be one of the chosen few representing Norman Wells and the NWT at the 2020 Arctic Winter games in Whitehorse this upcoming March, 2020.

Our Biathlon team was new to Norman Wells this year and because of that we needed to buy all new equipment for our team. Without your generosity and support we wouldn't have been able to go to Hay River, meet countless new friends, we gained an immense amount of experience and training to put forth in upcoming competitions or tryouts. Once again thank you so much for your incredibly generous sponsorship.

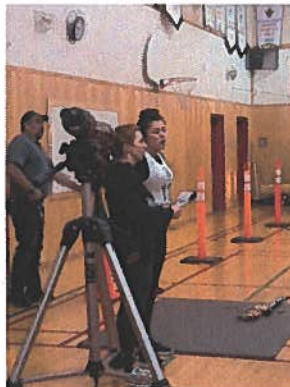
Sincerely,

The Norman Wells Biathlon Team:  
Sommer Wiley  
Tamara Chisholm  
Autumn Gilroy



**Norman Wells Biathlon Team**  
**Thanks you.**

**Mahsi Cho**







Heritage Hotel  
Norman Wells, NT

Town of Norman Wells  
3 MacKenzie Drive  
Norman Wells, NT  
X0E 0V0

January 21, 2020

Attention: Mayor Pope and Councilors  
Subject: Freeze Ups / bad smell; either or

The journalists on those attached work orders are lite on content, I will add my take.

Oct 24, 2018 I had a sewer smell so I called Northridge to ask when the 4-Plex was last pumped out and was told the day before, so I called Whip to have them find out what was the cause; tank was full, and I doubt Mr. Naef stuck his head in.

Dec 24, 2018. The pump out line should never have liquid sitting in it, and frost does not seal a pipe MOST OF THE WAY, it would seal where warm meets cold; maybe a foot. I agree if the vents are frosted off traps will get sucked out, but when I look up at the stacks there is no frost showing and frosted stacks have a tell tail ice buildup, plus the sewer has been pumped several times since this writing and no sewer smell; frost doesn't just go away in -50 weather.

Jan 03, 2020. Frozen again. As said pump out line should never have liquid in it; drains back to tank = tank full again. The glycol loop was working, I turned it up before Dave got there. (from 37 F TO 42 F I don't want to get into a story book detail on how I have it set up; but I do not want to cook a tank and turn grey water smell to rotten cabbage)  
It takes a lot to freeze a tank, especially when this tank is insulated, heat traced and is a 6 year old active tank (lots of little critters in there). An example is within 70 feet max is an identical tank put in the same year, insulated but not traced under my office building, did not freeze and grey water from an office is more coffee than anything else.



Heritage Hotel  
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Talking about grey water, I had to call Northridge twice in November and December because of the smell in the office, and 3 or 4 times because of the smell in the 4-plex in the same time period, unacceptable. I pay taxes and would like the same service as everyone else, we on pump in and out are on some type of schedule that I don't like.

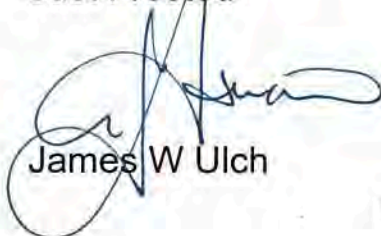
Jack & Jill live in a house and throw a party every 3<sup>rd</sup> Friday so schedule maker can get an ideal of usage, but that 4-Plex is an apartment with Doctors & Nurses that do a lot of traveling. I live there and I don't know where, when or for how long they are gone, so how does this schedule maker know?

When **Dennis Golightly** (Mr. Pope will know him) was driving the Vac truck for Reg I **never had one tank freeze**. I asked Dennis about this and he said he didn't follow Reg's schedule he followed the water truck; lets call this **one cup in one cup out**. When Dennis went on leave in the winter I did get freeze ups. This schedule maker is playing roulette with our dime, the holding tanks are 1.5 times the size of water tanks so one pump out after 3 cups in is just bull.

Plus I have been charged for call outs on water because I didn't use enough cups when Doctor is gone so I get schedule C instead of D 😞  
I go to work at 5 a.m. and sometimes don't get home till 8 p.m. am I to run home to see what schedule I am on.  
Plus if you look at Jan 30 work order I get Vac Truck charges to do what they didn't do, for what I also pay the Town to do.

I have talked with [REDACTED] who have traded similar war scars. I think I understand why if you own a water truck it is beneficial to get a steam truck, especially when a 3 to 1 cup roulette schedule factor is applied.

Just Frosted



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