

**Town of Norman Wells
Minutes
Regular Council Meeting #21-03
Tuesday, February 2nd, 2021, 7:00pm
Council Chambers
Call in 1-866-969-8429 ID: 5040455**

Present: Frank Pope Mayor
Alexis Peachey Deputy Mayor
Pascal Audet Councillor- telephone
Jean-Paul Bernard Councillor
Trevor Smith Councillor
David Wever Councillor

Regrets: Jim Boyle- away for work Councillor

Staff: Jaime Kearsey Assistant By-Law Officer
Johannie Lapierre Development Officer
Hugo Pabke Utilities Manager
Kayla Turner Governance and Community Engagement Manager

Guests: Chris Chivers Telephone
Nathan Watson Telephone
Corporal Tim MacDonald RCMP

1. **Call to Order** 7:00PM

2. **Declaration of Conflict of Interest**

None

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

Approved with an addition to the agenda package: Updated Tax Auction List as payments were made and properties were removed from the list after the agenda was posted.

Removal of Item 13 due to the illness of the Senior Administrative Officer.

'Be it resolved that the Agenda for the Regular Council Meeting, dated February 2nd, 2021 is hereby adopted.'

Motion: No. 21-03-01
Moved by: Councillor Peachey
Seconded by: Councillor Wever

Motion Carried Unanimously

4. **Delegation**

None

5. **Departmental Reports**

None

6. **Committee Reports**

a) Town Planning Committee
a. Draft Minutes

- Mayor Pope commended the committee on their job well done under the chairmanship of Councillor Wever and leadership from Johannie Lapierre.
- The requested changes to the Draft Zoning By-Law have been sent to WSP.

7. **Minutes**

a) Regular Meeting of Council #21-02 Draft Minutes

Resolution

'Be it resolved that the Minutes for the Regular Council Meeting, dated January 19th, 2021 are hereby adopted.'

- 9 Council Forum- addition of Councillor Bernard.

Motion: No. 21-03-02
Moved by: Councillor Peachey
Seconded by: Councillor Smith **Motion Carried Unanimously**

8. Old Business

a) Regular Meeting of Council #20-29 December 15, 2020 Minutes **Resolution**

- Correction of phone participant wrongly named.
- The person who was name contacted the Town Office to inform of the mistake.
- Participants will not be named unless their information is confirmed.

'Be it resolved that the Minutes for the Regular Council Meeting, dated December 15, 2020 are hereby adopted with the following change: a phone in participant was wrongly named.'

Motion: No. 21-03-03
Moved by: Councillor Wever
Seconded by: Councillor Smith **Motion Carried Unanimously**

b) Designed Community Plan **Discussion**

- Completed Draft copy of the Community Plan is available to the public.
- Public Engagement Session Thursday, February 4, 2021 5pm-7pm at the Community Hall. All councilors are invited to attend.
- The Community Plan is available at normanwells.com. Please contact Johannie Lapierre at developmentofficer@normanwells.com for any consultation.
- Johannie will send changes requested by Council to WSP.

9. New Business

a) Alterations to Curling Club- Formal Club Naming and Sign Installation **Resolution**
a. Letter from Curling Club Vice President

- Council agreed that renaming the Curling Club is a great way to remember Karen Balanuik as she spent a lot of time teaching children how to curl, and many of those children are now adults who are avid curlers. The sign will be a great way to recognize Karen for her volunteer time.

'Be it resolved that the Council of the Town of Norman Wells hereby approves the Norman Wells Curling Club to formally name the curling club facility after Karen Balanuik and install a sign that reads "Karen Balanuik Memorial Curling Club".'

Motion: No. 21-03-04
Moved by: Councillor Smith
Seconded by: Councillor Wever **Motion Carried Unanimously**

b) Request for Donation- Norman Wells Curling Club **Discussion**
a. Letter from Curling Club Vice President

- Council requested that the Curling Club write a letter to Council requesting a specific quoted dollar amount for the sign for the building.

c) Advancement of Equity and Inclusion Committee-Appointment of New Members **Resolution**

'Be it resolved that the Council of the Town of Norman Wells hereby appoints members to the Advancement of Equity and Inclusion Committee.'

- All four applicants have been accepted on to the Advancement of Equity and Inclusion Committee.

Motion: No. 21-03-05
Moved by: Councillor Smith

d) All-Terrain Vehicles By-Law #21-03

Discussion

- a. Admin Report
- b. Draft By-Law
- c. By Law #05-91- Repeal of ATV By Laws

- There is currently no active ATV By-Law. All previous by-laws have all been repealed.
- The By-Law Officer is recommending that the use of helmets be mandatory within town limits on any all-terrain vehicle including snow mobiles.
- During the spring and summer months, Jaime will educate the public about the importance of helmet use.
- The Norman Wells RCMP fully support this by-law.
- The RCMP are willing to donate money to purchase helmets for those who cannot afford them.
- Jaime will reach out to both stores in town to ensure they are able to bring in helmets for community members to purchase.
- All three readings should be done by early fall.

e) Tax Auction

Discussion

- a. Admin Report
- b. Property List

- The Development Officer provided an updated property list as payments had been made after the meeting agenda was posted.
- All attempts at contacting property owners have been exhausted (registered mail, email, hand delivered letters, notice sent that there would be a council discussion).
- In the last two weeks, four properties have been removed from the list.
- Council would like to remove properties from the list who owe less than \$5,000.
- The minimum bid on the property has to be the assessed value.
- Councillor Audet requested admin develop a process for this to share with Council.

10. Council Forum

- Councillor Bernard:
 - Would like to send letter of congratulations to the newly elected Mayor and Council in Tulita.
 - Suggested signage indicating where sidewalks and walkways are as there have been quite a few people walking down the highway.
 - Suggested possibly marking the side of the roads to help prevent vehicles from going off the road in certain places around town.
- Councillor Audet:
 - Asked when the new phone system would be arriving. Staff responded that it has arrived and is in use and they will contact NWTEL to fix the connection issues.
- Councillor Wever:
 - Would like admin to reach out to transportation to request signage be put at the entrance of Town advertising the Covid-19 restrictions (specifically for long haul truckers).
 - Suggested the Town Free Pantry become an actual charity so the Town can issue tax receipts.
 - Would like to advertise the PATH Program to residents who qualify. Admin will reach out to Housing for more information.
- Councillor Peachey:
 - Suggested having admin set up onboarding for potential new Councilors as it is an election year.
 - Combination of the SAO's experience, current Council's experience, and MACA.
 - She also suggested possible workshops for the community so that residents may better understand municipal government.
- Councillor Smith:
 - Requested additional maintenance and snow clearing on some roads that are in bad condition, specifically Mt. Avens and Franklin. The Town may have to revisit the snow clearing standards.
 - Jackfish Lake road has not yet been plowed. It was confirmed that the road would be cleared this winter at the Regular Council Meeting December 1, 2020.
 - Mayor Pope noted that safety is priority, if there are any roads that require extra work please advise the SAO.
 - The Dental Team informed the community through Facebook that the medical centre could not accommodate them to come back for another visit. Councillor Smith will send copy of the comments to Mayor Pope who will reach out to the medical centre for answers.
- Mayor Pope: none.

11. Correspondence to Council

None

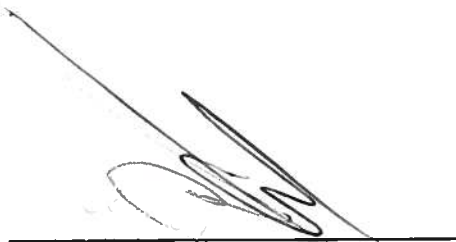
12. Correspondence from Council

13. In Camera

Postponed due to illness of the SAO.

14. Adjourn

7:52pm Councillor Smith Seconded by Councillor Peachey



Frank Pope, Mayor



Cathy Clarke, SAO