

**Town of Norman Wells  
Minutes  
Regular Council Meeting #21-04  
Tuesday, February 16<sup>th</sup>, 2021, 7:00pm  
Council Chambers  
Call in 1-866-969-8429 ID: 5040455**

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**Present:** Frank Pope  
Alexis Peachey  
Pascal Audet  
Jean-Paul Bernard  
Jim Boyle  
Trevor Smith  
David Wever

Mayor  
Deputy Mayor  
Councillor  
Councillor  
Councillor- telephone  
Councillor  
Councillor

**Staff:** Cathy Clarke  
Karen Boudreau  
Jaime Kearsey  
Gary Micalyck  
Alex Millette  
Hugo Pabke  
Randy Sinasac  
Kayla Turner

Senior Administrative Officer  
Finance Manager  
Assistant By-Law Officer  
Public Works Manager  
Recreation Director  
Utilities Manager  
Fire Chief  
Governance and Community Engagement Manager

**Guests:** Chris Chivers Telephone

**Delegates:** Corporal Tim MacDonald RCMP

Alex Millette sat outside of Council Chambers to maintain social distancing.

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

**2. Declaration of Conflict of Interest**

Councillor Audet 8d.

**3. Review and Adoption of Agenda**

Approved by all.

Resolution

**'Be it resolved that the Agenda for the Regular Council Meeting, dated February 16<sup>th</sup>, 2021 is hereby adopted.'**

**Motion:** No. 21-04-01  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Smith

**Motion Carried Unanimously**

**4. Delegation**

a) Police Report- January 2021

- Call volume is down nearly half of what it was last year.
- Unsure of reasoning- could be due to cold weather or increased police presence.
- Several impaired drivers have been charged within the last eight days.
- Corporal (Cpl.) McDonald's supervisors will be coming to town and will be meeting with the SAO and Mayor.
- Cpl. McDonald is being transferred to Chester Nova Scotia this summer.
- Constable Ryan is also being transferred this summer to Alberta.

Cpl. McDonald left Council Chambers at 7:03pm.

**5. Departmental Reports**

a) Town Manager

- Interviews for the publicly posted Public Works Manager Position have been completed.

- Cathy was proud to announce that the Public Works Foreman, Gary Micalyck has been internally promoted as the new Public Works Manager.
- Applicants who applied for the Public Works Manager position were invited to interview for the now vacant, Public Works Foreman Position. Additionally, the Public Works Foreman position will be advertised online.
- Interviews were held with a panel of three interviewers. The SAO noted that the panel interviewed three local applicants.

b) Finance

- No discussion. Minor spelling error in report.

c) Fire Department

- New fire apparatus information will be sent to Council for review. Anticipated delivery is July 2022.

d) By-Law

- The department hosted a "Register your Pet for Free" event on Saturday, February 13, 2021.
- Jaime was able to successfully register 51 pets.
- Jaime will be starting a private Facebook page where pet owners can share their pet's information. This will make returning loose pets easier for the By-Law Officer as well as pet owners.
- Councillor Wever inquired about the number of property standards calls stated on the report. Jaime responded that there are more calls because more people are aware of by law enforcement.
- Jaime noted all property standards calls were resolved with education.

e) Governance & Community Engagement

- No discussion.

f) Public Works

- Councillor Boyle questioned the location of the chain off area. Gary responded that since he has been in town that has been the location of the chain off area. Councillor Boyle suggested that this is something Council could change. Staff was directed to consider the comments and bring back more information to Council.
- The Public Works Manager assisted the RCMP with the removal of a vehicle off the winter road. This is not a typical occurrence, Gary assisted because there was no tow truck available and the vehicle was a hazard to other drivers.

g) Recreation

- Thanks to staff for learning and enforcing the Covid restrictions in place for the recreation facilities.
- Thanks to the public for their patience and understanding and acceptance of the Covid restrictions.
- The arena is now open 6 days a week.
- Valentine's Day skate was a huge success. Thank you to everyone for coming out.

h) Utilities

- Covid wastewater testing started two weeks ago.
- Samples get sent to Winnipeg for testing. Hugo has not received any results.
- The Government of the Northwest Territories (GNWT) is adding wastewater testing results to the Covid dashboard on their website. Hugo reiterated that he is not being sent test results for samples sent.
- Councillor Boyle asked if staff is exposed to the samples. Hugo responded that GNWT has provided additional personal protective equipment (PPE) and training to Utilities staff.
- Councillor Boyle also asked if staff are around any raw sewage material while sampling. Hugo responded that an autosampler decants the sample into a bottle. Staff wear face masks, face shields, coveralls, aprons, and gloves.
- The SAO noted that the town has received \$5000 from the GNWT in support of this project.
- Hugo has included the extra costs for PPE and training in the Covid Recovery Costs which are being submitted to the GNWT.

## 6. Committee Reports

### a) Recreation Committee a. Draft Minutes

- Mayor Pope asked about the Spring Fling Event. Alex responded that planning is taking place and the event will be promoted within the next few weeks.
- Councillor Audet questioned whether the committee had quorum and if this could still be considered a meeting. The SAO noted that a committee can still hold a meeting without quorum but can not bring forward any resolutions or recommendations.

## 7. Minutes

### a) Regular Meeting of Council #21-03 Draft Minutes

Resolution

**'Be it resolved that the Minutes for the Regular Council Meeting, dated February 2<sup>nd</sup>, 2021 are hereby adopted.'**

**Motion:** No. 21-04-02  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Smith

**Motion Carried Unanimously**

### b) Committee of the Whole #21-01 Draft Minutes

Resolution

**'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated February 10<sup>th</sup>, 2021 are hereby adopted.'**

**Motion:** No. 21-04-03  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Smith

**Motion Carried Unanimously**

## 8. Old Business

*Two readings to be completed. Staff will be posting for public input before third reading. If the public responds well, third reading to be completed before the Fall of 2021.*

### a) All-Terrain Vehicles By-Law #21-03 First Reading

Resolution

- Councillor Bernard wondered if the Youth Justice Committee could be added to section 14, Offenses. Staff will investigate this and bring information back to Council.
- Councillor Boyle requested clarification regarding pursuing the By-Law. See excerpt from minutes taken at meeting #21-03.
- Mayor Pope suggested that Council proceed with two readings followed by public input and education. Staff can make edits as Council requests.
- Councillor Wever noted that he looks forward to the public's comments.
- Council proceeded with first reading.

#### **Excerpt from the minutes taken from the Regular Council Meeting #21-03:**

- 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.

**'Be it resolved that the Council of the Town of Norman Wells hereby gives First reading to the All-Terrain Vehicles By-Law No. 21-03.'**

**Motion:** No. 21-04-04  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Bernard

*6 in favor, 1 against.*  
**Motion Carried**

**'Be it resolved that the Council of the Town of Norman Wells hereby gives Second reading to the ATV By-Law No. 21-03.'**

**Motion:** No. 21-04-05  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Smith

*5 in favor, 2 against.*  
**Motion Carried**

## c) Request for Donation- Norman Wells Curling Club

Discussion/Resolution

- Councillor Wever noted that in the initial letter, the Curling Club requested that the Town pay a portion of the cost not the full amount.
- Councillor Boyle suggested the Curling Club present three quotes instead of one.
- Mayor Pope suggested that if that is only the cost for the sign, that the Curling Club pay for the freight and installation of the sign.
- Councillor Smith noted that this is a partnership so the cost should be shared.
- The SAO noted that ultimately the town owns any improvements on any of its buildings.
- Councillor Audet suggested paying the full amount as it is a small amount and Karen was a terrific volunteer in the community.
- Council agreed to pay \$548.13 for the new sign but will not pay for freight or installation.

**'Be it resolved that the request for donation for \$548.13 for a new sign for the Norman Wells Curling Club is hereby approved by the Council of the Town of Norman Wells.'**

**Motion:** No. 21-04-06  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Wever

**Motion Carried Unanimously**

*Councillor Audet left the room at 7:32pm*

## d) Request for Quote- Equipment Supply to the Town of Norman Wells

Resolution

- This is simply a request for quote.
- This is not in contravention with any current agreements and it is not a contract.
- Councillor Peachey suggested checking spelling and punctuation.
- Councillor Boyle mentioned the equipment stated in the document needs to be available in town.
- Councillor Wever supports the document as is.
- Councillor Smith asked for clarification on timelines. The SAO clarified that bidders will not have to hold a price longer than one year.
- Councillor Boyle mentioned snow clearing for the roads to Jackfish Lake and Bandy Lake Park. The SAO noted that the road to Bandy Lake is owned by the GNWT.
- Gary noted that he has been in contact with the contractor and the road to Jackfish Lake will be maintained for the rest of the season.

**' Be it resolved that the request for quote for equipment supply to the Town of Norman Wells is hereby approved by the Council of the Town of Norman Wells.'**

**Motion:** No. 21-04-07  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Smith

**Motion Carried Unanimously**

*Councillor Audet joined Council in Chambers at 7:37pm*

## 9. New Business

None

## 10. Council Forum

Councillor Bernard:

- Inquired if any Councilors are participating in the NWTAC.
- Asked if the Town has a Cold Weather Policy. The school closes at -43 degrees Celsius. Would it be possible for a policy to state that people with children can work from home when the school closes? Staff will investigate.

Councillor Audet:

- o Noted that the road to Jackfish Lake has not been plowed. Gary noted that it is stated in his report that there have been conversations with the contractor and a plan has been made.
- o Requested staff wash their Town vehicles.
- o Suggested a review of the Tire Chains By-Law to bring back to Council. There is no evidence of chains damaging roads.

Councillor Boyle:

- o Inquired about snow clearing to Bandy Lake and Jackfish Lake. He asked that the Town look into hiring someone to clear the road to Bandy Lake.
- o The road to the ski cabin is in poor condition.
- o DOT road is washboard and is in poor condition.

Councillor Wever:

- o The library board members are stepping down. Would like staff to research into the possibility of the town absorbing some of the responsibility from the library as it meshes well with other town programming.
- o He also suggested looking into becoming a Block Parent Community. Staff will look into this.

Councillor Peachey: none.

Councillor Smith:

- o Would like an update actions items list weekly from staff- specifically roads updates.

Mayor Pope:

- o Asked for Council volunteers to attend the virtual NWTAC meeting.
- o Please respond to the SAO so that staff can complete registration.

**11. Correspondence to Council**

**12. Correspondence from Council**

**13. In Camera**

a) Legal

**'Be it resolved the Council of the Town of Norman Wells hereby go in camera the time being 8:02PM.'**

**Motion: No. 21-04-08**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Wever**

**Motion Carried Unanimously**

**Be it resolved the Council of the Town of Norman Wells hereby leave in camera the time being 8:46PM.'**

**Motion: No. 21-04-09**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Wever**

**Motion Carried Unanimously**

**14. Adjourn 8:47pm**

Moved By Councillor Smith  
 Seconded By Councillor Wever

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 Frank Pope, Mayor

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 Cathy Clarke, SAO