

**Town of Norman Wells  
Minutes  
Regular Council Meeting #20-14  
Tuesday, May 19, 2020, 7:00pm  
Zoom Meeting ID: xxx xxx xxx Password: xxxxxx**

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**Present:**

Frank Pope	Mayor
Alexis Peachey	Deputy Mayor (telephone)
Pascal Audet	Councillor (telephone)
Jean-Paul Bernard	Councillor (telephone)
Trevor Smith	Councillor (telephone)
David Wever	Councillor (telephone)
Jim Boyle	Councillor (telephone)

**Staff:**

Cathy Clarke	Senior Administrative Officer
Alex Millet	Recreation Director/Acting Public Works Manager
Hugo Pabke	Utilities Manager
Misty Rayner	Finance Manager
Jennifer Waterhouse	Governance & Community Engagement Manager
Johannie Lapierre	Development Officer
Randy Sinasac	Fire Chief

**Guests:**

Chris Chivers  
Rob Closs  
Lorraine Kuer

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

2. **Declaration of Conflict of Interest**

Councillor Bernard Item 9b  
Councillor Audet Item 9b and 9c

3. **Review and Adoption of Agenda**

Resolution

**'Be it resolved that the Agenda for the Regular Council Meeting, dated May 19<sup>th</sup>, 2020 is hereby adopted.'**

**Motion:** No. 20-14-01  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Smith

**Motion Carried**

4. **Delegation**

5. **Departmental Reports** Second meeting of each month

a) Norman Wells Policing  
b) Town Manager

The SAO spoke to the Council Refresh document included as part of her update. She highlighted the importance of recognizing the necessary division between Council and administration. Requested that inquiries about operations/staff be directed to her rather than raised through Council. Councillor Boyle raised his concerns with this as he saw it as a muzzle order and questioned the Council's commitment to transparency.

c) Utilities

The Utilities Manager was requested to provide his lagoon update at this time. East and West berms have been fortified and inspected by ENR, Renewable Resources and the SLWB. Pleased with the job done. Water samples have been submitted. Will look at more permanent fix once things dry up.

d) Fire Department

The Fire Department has a full complement of volunteers (16). CERC is meeting biweekly

e) Governance & Community Engagement

f) Lands

The Board of Revision met on May 8<sup>th</sup>. It went well. The Community Plan will launch the survey in June and has a number of activities/events planned to support.

g) Recreation & Public Works

h) Finance

**6. Committee Reports**

- a) Recreation Committee - none
- b) Economic Development Committee - none
- c) Town Planning and Land Use Committee – none

**7. Minutes**

- a) Regular Meeting of Council #20-13 Resolution

**'Be it resolved that the Minutes for the Regular Council Meeting, dated May 5<sup>th</sup>, 2020 are hereby adopted.'**

**Motion: No. 20-14-02**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Wever** **Motion Carried**

**8. Old Business**

**9. New Business**

- a) Lagoon Update Information

Provided above with the Utilities update

*Councillors Audet and Bernard stepped away from the call at 7:23PM*

- b) Sahtu Division Education Council Bussing Request Resolution

This item was tabled to allow Administration to meet with the SDEC to obtain more information. Concern was raised about the bussing contract, why the SDEC is not getting enough funding to cover bussing and that this would not be a one-time request.

By unanimous consent, the motion was withdrawn.

*Councillors Audet and Bernard returned to the call at 7:29PM*

- c) Solid Waste Management By-Law #20-06 – First Reading Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives First reading to the Solid Waste Management By-Law #20-06.'**

**Motion: No. 20-14-03**  
**Moved by: Councillor Wever**  
**Seconded by: Councillor Smith**

Motion passed with 5 votes in favour and 1 vote against **Motion Carried**

- d) Solid Waste Management By-Law #20-06 – Second Reading Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives First reading to the Solid Waste Management By-Law #20-06.'**

**Motion: No. 20-14-04**  
**Moved by: Councillor Wever**  
**Seconded by: Councillor Smith**

Motion passed with 5 votes in favour and 1 vote against **Motion Carried**

- e) Contribution Agreement – Community Public Infrastructure Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Mayor to enter into agreement with the GNWT MACA for the amount of One Million Forty One Thousand Dollars (\$1,041,000) for Community Public Infrastructure Funding.'**

**Motion:** No. 20-14-05  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Wever

**Motion Carried**

f) Utilities Arrears – Material Adjustment

Resolution

Administration provided a summary of the water leak issues at the Yamouri Inn and their meetings with Yamouri Inn management. Council agreed to the adjustment on condition that the Yamouri Inn commit to a payment plan to address outstanding utility bill for all of their properties.

**'Be it resolved that the Council of the Town of Norman Wells hereby approves a material adjustment of \$79,233.77 to the Town's books on the utility bill for the Yamouri Inn subject to setting up a payment plan for all of their accounts.'**

**Motion:** No. 20-14-06  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Smith

**Motion Carried**

g) Utilities Arrears – By-Law Amendment

Resolution

The SAO recommended that an amendment be made to the by-law that caps the amount that a manager is permitted to adjust without Council approval, as it is financially material in nature.

**'Be it resolved that the Council of the Town of Norman Wells hereby approves the recommendation to make a by-law amendment that caps the amount that a Manager is permitted to adjust without Council approval.'**

**Motion:** No. 20-14-07  
**Moved by:** Councillor Boyle  
**Seconded by:** Councillor Audet

**Motion Carried**

h) Utilities Arrears – Enforcement

Council directed Administration to do more research on this item and bring back to Council.

*By unanimous consent, the motion was withdrawn.*

i) Utilities Arrears – By-Law Amendment

Resolution

Council directed Administration to do more research on this item and bring it back to Council.

*By unanimous consent, the motion was withdrawn.*

j) Sole Sourcing for Crushing of Quarry Material

Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby authorizes administration to sole source the crushing of limestone granular material to a maximum of \$500,000.00.'**

**Motion:** No. 20-14-08  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Smith

**Motion Carried**

*Motion passed with 5 votes in favour and 1 vote against*

k) Trans-Canada Trail Expansion

Resolution

Concern raised about the piles left at the side of the trail from this project. Rob Closs responded via the Zoom chat function that piles are frozen and will be cleaned up once they have thawed.

The Great Trail (formerly known as the Trans-Canada Trail) has confirmed that the trail extension can be added to the Norman Wells portion and be eligible for funding. Questions raised about maintenance. Trail would be eligible for funding under gas tax.

Several councilors, the mayor and the SAO commented on the positive public perception of the trail network and this extension. Councillor Boyle stated he could not support if the trail continues to not allow certain things (vehicles) on it.

Material will go through the weigh scale. The Town will not be responsible for maintenance until the trail is completed and linked to our current trail system.

**'Be it resolved that the Council of the Town of Norman Wells hereby approves the donation of 1200 metric tons of shale and aggregate material to the Trans-Canada Trail Expansion Committee for the expansion of the Trans-Canada Trail.'**

**Motion: No. 20-14-09**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Wever**

*Motion passed with 5 votes in favour and 1 vote against*

**Motion Carried**

*Councillor Audet stepped away from the call at 8:40PM*

l) Norman Wells Chamber of Commerce

Resolution

Council discussed their concerns with this request and the financial impacts it would have on the Town. Questions raised about whether the Chamber spoke to their membership about this request. The Town is a member of the Chamber and was not contacted about it.

Mayor Pope proposed that tax notices be issued on time and that any business or resident has the right to come and speak to Council and work out a payment plan.

**'Be it resolved that the Council of the Town of Norman Wells hereby authorizes administration to inform the Chamber of Commerce that their request is not a feasible option for the Town of Norman Wells.'**

**Motion: No. 20-14-10**  
**Moved by: Councillor Wever**  
**Seconded by: Councillor Peachey**

**Motion Carried**

*Councillor Audet returned to the call at 8:43PM*

## 10. Council Forum

Councillor Audet – commended the work done on sweeping the streets

Councillor Smith – inquired about the gazebo at the dock, concern about the condition and it being a safety hazard. The Public Works Manager stated that it was being looked at will see if can fit it in their work plan.

Councillor Boyle – elected to not provide comments

Councillor Bernard – inquired about playgrounds and COVID. This will be discussed at the upcoming Committee of the Whole dedicated to Emerging Wisely.

Councillor Peachey – nothing

Councillor Wever – Inquired if the Town could approach ITI about bringing the Economic Development Officer position back under Town administration. Council in agreement.

Mayor Pope – Would like to send a letter of condolences to the Snowbird. Next Committee of the Whole meeting is scheduled for Wednesday, May 27<sup>th</sup> at noon. Will be using this time to review the Emerging Wisely plan and look at Jackfish Lake, playgrounds, fitness centre, etc.

## 11. Correspondence to Council

- a) Environment and Climate Change Canada – Migratory Birds
- b) Honourable Stephen McNeil – Premier of Nova Scotia

## 12. Correspondence from Council

- a)

**13. In Camera**  
a) legal

**'Be it resolved the Council of the Town of Norman Wells hereby go in camera the time being 8:55PM.'**

**Motion: No. 20-14-11**  
**Moved by: Councillor Audet**  
**Seconded by: Councillor Wever**

**Motion Carried**

**'Be it resolved the Council of the Town of Norman Wells hereby leave in camera the time being 9:03PM.'**

**Motion: No. 20-14-12**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Smith**

**Motion Carried**

**14. Adjourn 9:03PM**



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**Frank Pope**  
**Mayor**



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**Cathy Clarke**  
**Senior Administrative Officer**