

**Town of Norman Wells
Minutes
Regular Council Meeting #20-07
Tuesday, March 17th, 2020, 7:00pm
Council Chambers, Town of Norman Wells**

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

Staff: Jennifer Waterhouse Acting SAO & Governance & Community
Engagement Manager
Alex Millette Recreation Director
Johannie Lapierre Development Officer

Delegation: Cpl Tim MacDonald – Norman Wells Detachment
Lee Sacrey – GL Services

Guests: Chris Chivers
Cindy Collier
Nathan Watson

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

2. **Declaration of Conflict of Interest** None

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

Addition of item to Section 11 - Correspondence to Council
11e. Imperial Oil letter to community in response to COVID-19

'Be it resolved that the Agenda for the Regular Council Meeting, dated March 17, 2020 is hereby adopted as amended.'

Motion: No. 20-07-01
Moved by: Councillor Smith
Seconded by: Councillor Peachey

Motion Carried

Councillor Peachey identified a conflict of interest with the addition of item 11a.

4. **Delegation** Cpl Tim MacDonald presented the Monthly Policing Report for February 2020. Cpl MacDonald, in response to Mayor Pope's inquiry at the previous meeting about drug trafficking, spoke at length what it takes to investigate and lay charges. He also explained how the decriminalization of marijuana has impaired the RCMP's ability to do searches. Cpl MacDonald used the term it 'takes a village' when speaking to the need for the community to pitch in and help out. Community members can make anonymous tips to the RCMP.

Cpl MacDonald also presented the detachment's COVID-19 Operations Plan. The detachment currently only has operational hours, they are not open for administrative requests unless urgent as they work to keep the officers healthy. Details are in the attached document.

Cpl MacDonald updated Council on the Fire Marshall's identification of a volatile chemical in the school science classroom. The proper authorities have been brought in to remove and safely transport the chemical out of the community. He will follow up with the Fire Chief about this.

Cpl MacDonald has approached the Town to partner on a Facebook/interactive piece that allows the RCMP to raise issues and answer questions. Cpl MacDonald is waiting for approval from his Divisional office.

5. Departmental Reports Second meeting of each month

- a) Town Manager - attached
- b) Finance – attached

The Finance Manager provided a monthly report but as per Council's request did not provide the back up information found on previous reports. This information is available upon request. A question was asked about the fraud experienced on the credit card. The card has been replaced and further procedures for use put in place. It was cautioned that with smartphones there is the ability to record audio and when making orders over the telephone the credit card number could be compromised. This will be passed on to the Finance Manager for consideration.

- c) Fire Department - attached
- d) Governance & Community Engagement - attached
- e) Lands - attached
- f) Public Works - attached
- g) Recreation - attached
- h) Utilities - attached

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 #20-06 Resolution

'Be it resolved that the Minutes for the Regular Council Meeting, dated March 3rd, 2020 are hereby adopted with the amendment to add Black Bear Jamboree to item 6a.'

Motion: No. 20-07-02
Moved by: Councillor Boyle
Seconded by: Councillor Smith Motion Carried

- b) Committee of the Whole #20-04 Resolution

'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated March 4th, 2020 are hereby adopted.'

Motion: No. 20-07-03
Moved by: Councillor Wever
Seconded by: Councillor Smith Motion Carried

8. Old Business

- a) Seniors Tax Relief

'Be it resolved that the Council of the Town of Norman Wells hereby gives Third reading to the Senior Citizens and Disabled Persons Property Relief By-law Amendment 20-02.'

Motion: No. 20-07-04
Moved by: Councillor Wever
Seconded by: Councillor Smith Motion Carried

9. New Business

- a) Board of Revision Appointments Resolution

'Be it resolved that Councillor David Wever, Councillor Jean-Paul Bernard, Dee Opperman, Carol Lorentz and Cindy Collier are hereby appointed to sit on the 2020 Board of Revision.'

Motion: No. 20-07-05
Moved by: Councillor Peachey
Seconded by: Councillor Wever Motion Carried

b) CPI Funds Transfer Resolution
Lee Sacray explained this transfer is not an unusual process. It is prudent to do it now, as the Town could potentially need access to CPI and Gas Tax funds in the near future. MACA allows for the transfer of these surplus dollars at the end of each quarter. This applies to both the CPI and Gas Tax funds.

'Be it resolved that the Council of the Town of Norman Wells hereby approves the transfer of surplus CPI funds in the amount of \$224,099.00 from the CPI account to the Town of Norman Wells operating account.'

Motion: No. 20-07-06
Moved by: Councillor Peachey
Seconded by: Councillor Smith

Motion Carried

c) Gas Tax Funds Transfer Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby approves the transfer of surplus Gas Tax funds in the amount of \$574,820.00 from the Gas Tax account to the Town of Norman Wells operating account.'

Motion: No. 20-07-07
Moved by: Councillor Peachey
Seconded by: Councillor Bernard

d) Administrative Mandate in Response to COVID-19 Information
The Acting SAO provided an update on staffing as they prepare for the COVID-19 pandemic. All staff have been guaranteed their jobs for 30 days at which point the SAO will reassess. Recreation facilities have been closed and all Recreation Department and Youth & Elder Centre activities put on hold. Recreation staff have been redeployed to Public Works. This addresses the challenges of short staffing within the Public Works Department and allows work to begin on the list of maintenance items for both Recreation and Public Works as well as prepping for spring snow removal, etc. The Recreation Manager will be Acting Public Works Manager until the Public Works Manager is able to return to Norman Wells. The Finance Manager is Acting Fire Chief until the Fire Chief is also able to return to Norman Wells. The Administrative Mandate is attached.

10. Council Forum

Councillor Bernard – Inquired about the Town's role in childcare should the school not re-open. Concern over snow at steps to the Northern and around garbage bins.
Councillor Boyle – Would like to see sanding stepped up. Mayor Pope added that we need to begin winging back the snow on the sides of the road.
Councillor Wever – Inquired whether Fire Department would be doing medical transports? The Fire Chief will respond to this inquiry.
Councillor Wever also suggested that the Town encourage people to get outside by promoting online contests for things like fort building, fishing derbies, etc. He has a number of ideas. Ideas are to be submitted to the Recreation Manager who will have his staff take the lead on these activities.
Councillor Peachey – nothing
Councillor Smith – nothing
Mayor Pope – the Council dinner scheduled for next week is postponed due to COVID-19. The Mayor has begun speaking to people/organizations in the community about the best way to use our funding to get people working. Planning an Economic Development Workshop to be facilitated by Christina Benty (facilitator at NWTAC AGM). Timing will depend on COVID-19.

11. Correspondence to Council

- a) Minister of Justice – NWT 2020-21 Policing Priorities
- b) Dominion Diamond Mines – 2019 Socio-Economic Agreement Report
- c) COVID 19 Memo
- d) COVID 19 Water and Wastewater Information
- e) Imperial Oil letter to community in response to COVID-19

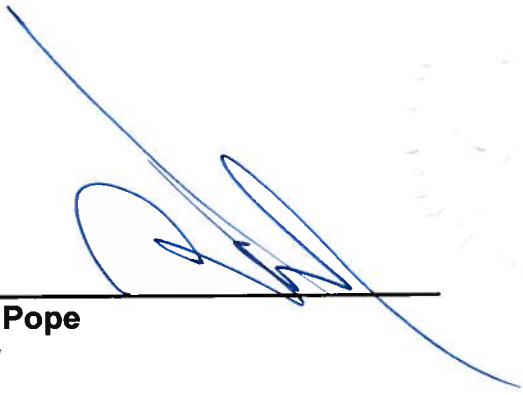
12. Correspondence from Council

- a) Response to Warren Wright

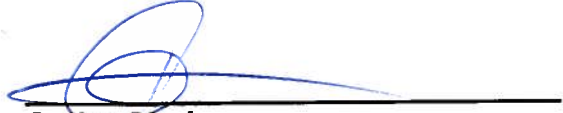
13. In Camera

- a) none

14. **Adjourn** 8:07PM



Frank Pope
Mayor



Cathy Clarke
Senior Administrative Officer