

**Town of Norman Wells
Minutes
Regular Council Meeting #21-02
Tuesday, January 19, 2021, 7:00pm
Council Chambers
Call in 1-866-969-8429 ID: 5040455**

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

2. **Declaration of Conflict of Interest**

Councillor Audet 9h.
Councillor Wever 11a.
Councillor Boyle 11a.

3. **Review and Adoption of Agenda**

Resolution

Adopted with the following change:

- 9h for discussion, not resolution.

'Be it resolved that the Agenda for the Regular Council Meeting, dated January 19th, 2020 is hereby adopted.'

Motion: No. 21-02-01
Moved by: Councillor Peachey
Seconded by: Councillor Wever

Motion Carried Unanimously

4. **Delegation**

a) Police Report- December 2020

- There were 36 calls for service. The highest volume of calls were received between December 20-27, 2020.
- The RCMP purchased \$1500 worth of gift cards and donated them to the MACA Christmas baskets.
- The detachment spent \$2200 and purchased hams and turkeys which were handed out to community members.
- There was a serious assault, the victim was a minor. Charges were laid.
- In January there was a sudden death. The department is awaiting the toxicology report to determine the exact cause of death.
- The patient was transported to the medical centre in the back of an RCMP truck along with volunteer fire fighters who were trying to perform life saving actions in -30 degrees Celsius. Transporting anyone in the box of an RCMP truck is a liability. This highlights the importance of having an ambulance in the community.
- The Fire Chief will be presenting a report to Council at the next Regular Council meeting and Council has invited Cpl. MacDonald to join.
- Councillor Bernard asked why there 16 Liquor Act cases in December versus last year which had 56 cases. Cpl. MacDonald noted that this is a result of how offenses are being scored, some offenses are scored more seriously.

Cpl. MacDonald left Council Chambers at 7:07PM

5. **Departmental Reports**

a) Town Manager

- The SAO has received a fair representation of resumes for the Public Works Manager position, which was posted on LinkedIn, Indeed, Municipal World, Facebook, and the Town Website.
- 3 candidates have been chosen for interviews which have been scheduled for the 29th of January 2021.

b) Finance

- Melody has been in contact with Imperial Oil to rectify and collect money from their outstanding invoices. Imperial Oil was rejecting invoices and the Finance Department had no

way of knowing that the invoices were rejected. Imperial is now communicating with Finance via email.

- Sage phase 2 will be commencing soon, phase 1 is complete. Lee Sacrey will be helping Finance with the audit process as well as year end as previously stated in past meetings.

c) Fire Department

- The Fire Chief has prepared a detailed report which will be presented to Council at a later date.
- There were no injuries to any first responders during the transportation of a patient to the medical centre in the box of a police truck.
- Councillor Wever asked if there were any issues with 911 the night of the sudden death.
- The Fire Chief elaborated that there was great cooperation from 911, the possibility of any cellular problems was eliminated and after further investigation it was determined that the number was passed through successfully.

d) By-Law

- See attached report.
- Council suggested an alarm system, beacon, or temperature alarms on town facilities as it is noted that the By Law Officer inspects these buildings daily.
- Jaime and Gary noted that they will look into alarm options for the buildings.

Jaime Kearsey left Council Chambers at 7:16PM

e) Governance & Community Engagement

- The Norman Wells Medical Centre is posting vaccine roll out information around town. In addition to their postings, Kayla has been posting information received from the GNWT and NTHSSA on the Town Website, Community Channel, bulletin boards, and social media channels, as well as having paper copies available for pick up at the Town Office.
- The Fire Chief advised that if anyone who is considered high risk has not gotten a call from the Medical Centre to phone and inquire about getting the vaccine.

f) Lands

- The Community Plan is in the design phase, once approved it will be sent out for public consultation.

g) Public Works

- Verbal report from Gary Micalyk.
- The acting Public Works manager was away for the month of December and Gary stepped in to fill the role.
- Public works staff helped prepare the arena for opening.
- Staff is appreciative of the public for their patience and understanding during the opening of the arena during a pandemic.
- Communication with contractor about snow removal.
- There were several calls regarding the church furnace. Gary is looking into quotes to replace the furnace.
- Gary is in contact with Manitoulin to discuss lower rates for the Town.

h) Recreation

- Alex recognized Gary and the rest of the Public Works and Recreation staff for a job well done during the month of December while he was out of Town.
- The department is trying to improve the systems in place to make the transition to the new Covid-19 restrictions easier for staff and arena users.

i) Utilities

- Congratulations to Utilities Trainee, Jerrod who received his Small Systems Water Treatment Licensing.

6. Committee Reports

None

7. Minutes

Adopted with the correction of NWTSC to NWTAC- NWT Association of Communities under Mayor Pope's comments in Council Forum.

'Be it resolved that the Minutes for the Regular Council Meeting, dated January 5th, 2021 are hereby adopted.'

Motion: No. 21-02-02
Moved by: Councillor Peachey
Seconded by: Councillor Smith

Motion Carried Unanimously

8. Old Business

None

9. New Business

a) Council Procedures By-Law #21-01 First Reading

Resolution

Addition of the Advancement of Equity and Inclusion Committee to section 65, Committees.

'Be it resolved that the Council of the Town of Norman Wells hereby gives First reading to Council Procedures By-Law No. 21-01.'

Motion: No. 21-02-03
Moved by: Councillor Peachey
Seconded by: Councillor Wever

Motion Carried Unanimously

b) Council Procedures By-Law #21-01 Second Reading

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby gives Second reading to Council Procedures By-Law No. 21-01.'

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

Motion Carried Unanimously

c) Council Procedures By-Law #21-01 Third Reading

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby gives Third reading to Council Procedures By-Law No. 21-01.'

Motion: No. 21-02-05
Moved by: Councillor Smith
Seconded by: Councillor Wever

Motion Carried Unanimously

d) Advancement of Equity and Inclusion Committee By-Law #21-02 First Reading

- Adjust minimum number of committee members from seven to five.

'Be it resolved that the Council of the Town of Norman Wells hereby gives First reading to Advancement of Equity and Inclusion By-Law No. 21-02.'

Motion: No. 21-02-06
Moved by: Councillor Peachey
Seconded by: Councillor Smith

Motion Carried Unanimously

e) Advancement of Equity and Inclusion Committee By-Law #21-02 Second Reading

- The wording for this by law reflects the wording of the other committee by laws.

'Be it resolved that the Council of the Town of Norman Wells hereby gives Second reading to Advancement of Equity and Inclusion By-Law No. 21-02.'

Motion: No. 21-02-07
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried Unanimously

f) Advancement of Equity and Inclusion Committee By-Law #21-02 Third Reading

- Edit: 3c- "Committee members shall represent, as far as possible, a wide range of diverse communities".

'Be it resolved that the Council of the Town of Norman Wells hereby gives Third reading to Advancement of Equity and Inclusion By-Law No. 21-02.'

Motion: No. 21-02-08
Moved by: Councillor Smith
Seconded by: Councillor Peachey

Motion Carried Unanimously

g) Draft Zoning By-Law

Discussion

- Draft Zoning By-Law discussion led by Councillor Wever.
- Comments, adjustments, questions can be submitted to Councillor Wever who will submit to WSP.
- Once the final draft is complete, the Draft Zoning By-Law will be presented to the public.
- Council is invited to join the Town Planning and Land Use Committee meeting scheduled for January 28, 2021 at 7pm.
- There is now a process regarding what happens if something is to be grandfathered. The Town will notify anyone affected by change.
- The next meeting will be the final meeting to discuss the Draft Zoning by Law Key Topics. Comments will be sent back to WSP and they will send the Final Draft for public consultation. After public consultation, the Draft Zoning by Law will be presented to Council for final approval.

Councillor Audet declared a conflict of interest on item 9c- telephone.

h) Request for Quotes on Equipment Rental

Discussion

- The average dump push is \$1450.00. With this cost we see a domestic cell push and anything else that is requested. This cost is based on pushing twice monthly.
- ENR suggested weekly pushes according to the water license signed.
- Council agreed on requesting quotes for equipment rental to compare price options to make the best decision for the community.
- Councillor Wever suggested asking for an exemption from the Land and Water Board regarding dump pushes and covers as Norman Wells is a smaller community and that may not be necessary.
- There was a question as to whether competency testing will be required for Town operators running equipment. Competency is to be decided by the contractor who will be leasing the equipment.
- Council wishes to proceed with RFQ.

Councillor Audet rejoined the conversation 7:58pm- telephone.

10. Council Forum

- Councillor Wever-
 - requested scam emails be flagged. Kayla contacted Rob from Tamarack on January 19, 2021 and he is going to flag all emails that come from outside of the organization that may be using any council members names. Council and staff received an email signed Frank Pope today which was a scam email. It was immediately sent to Tamarack and flagged. Reminder to staff and Council to not respond to suspicious emails.
 - When is Minister Julie Green meeting with Council? Kayla responded that we are in the process of scheduling a meeting with her office. Some unexpected commitments came up and the original meeting scheduled for January has been rescheduled for a possible date in February. The date is to be determined.
- Councillor Bernard- none.
- Councillor Peachey-
 - Deadlines for Advancement of Equity and Inclusion Committee applicants is Monday, January 25, 2020.
- Councillor Smith- none.

- Councillor Boyle- has been given incorrect information for phone meetings therefore was not in attendance for some meetings.
- Councillor Audet
 - Asked for a phone system update. The new teleconference unit has been shipped- we are waiting for delivery to an address in Alberta as the unit would not ship to the NWT. Once it arrives in Alberta it will be taken to Canadian Cargo in Edmonton and sent to Norman Wells.
- Mayor Pope-
 - Thanked Northridge for their volunteer work flooding the pond at the ski cabin.
 - The work at the dump has been excellent, the site looks very clean. Thank you to Gary and the Public Works staff for their efforts.
 - The Mayor would like to communicate with the Department of Infrastructure to have garbage bins placed at the start of the winter road to avoid trash being dumped on the road.
 - ITI provided the town with four murals to be placed on the outside of the Town Office. Public Works will be installing these murals.
 - They Mayor and SAO will be travelling from Thursday, January 21, 2021 to Thursday, January 28, 2021. They will be meeting with the Minister of Finance while they are there.
 - Deputy Mayor Alexis Peachey will be acting Mayor and Hugo Pabke will be Acting SAO.

11. Correspondence to Council

No Conflicts of interest required as there was no discussion.

- a) Request for Comments on SLWB Item - Renewal Application - Imperial Norman Wells Operations Artificial Islands Sand Quarrying and Haul (S20Q-007/S20L8-005) Information
- i. Review Comment Table
 - ii. Online Comment System User Manual

12. Correspondence from Council

13. In Camera

None

- 14. Adjourn** Moved by Councillor Smith 8:07PM
Seconded by Councillor Peachey



Frank Pope- Mayor



Cathy Clarke- Senior Administrative Officer