

**Town of Norman Wells  
Minutes  
Regular Council Meeting #20-27  
Tuesday, November 17, 2020, 7:00pm  
Council Chambers  
Call in 1-866-969-8429 ID: 5040455**

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<b>Present:</b>	Frank Pope Alexis Peachey Pascal Audet Jean-Paul Bernard Jim Boyle- telephone Trevor Smith David Wever	Mayor Deputy Mayor Councillor Councillor Councillor Councillor Councillor
<b>Staff:</b>	Cathy Clarke- telephone Johannie Lapierre Alex Millette Hugo Pabke Sri Thota Kayla Turner	Senior Administrative Officer Development Officer Recreation Director/Acting Public Works Manager Utilities Manager Finance Manager Governance and Community Engagement Manager
<b>Guests:</b>	Chris Chivers Susan Wright	Telephone Telephone
<b>Regrets:</b>	Randy Sinasac- illness	Fire Chief

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

Alex Millette and Johannie Lapierre sat outside of Council Chambers to maintain physical distancing.

**2. Declaration of Conflict of Interest**

- Councillor Smith items 9c and f
- Councillor Audet items 9 c and 11 b

**3. Review and Adoption of Agenda**

Resolution

**'Be it resolved that the Agenda for the Regular Council Meeting, dated November 17<sup>th</sup>, 2020 is hereby adopted.'**

**Motion:** No. 20-27-01  
**Moved by:** Councillor Smith  
**Seconded by:** Councillor Peachey

**Motion Carried**

**4. Delegation**

a) Cpl. Tim MacDonald  
a. Police Report October 2020

- Error on assaults for September 2020. There is currently one less assault this year as compared to 2019.
- Officers participated in Halloween festivities by handing out candy and giving their extra candy to the Fire Department to hand out.
- Officers have been doing regular check stops around the community.
- A serious sexual assault occurred in an unlocked building in town. Corporal MacDonald is working to get ahold of the building owner to have it locked up as this building is becoming an unsafe place for youth in town.
- Prisoner count for 2020 is currently half of what it was in 2019.
- The detachment did not participate in any Remembrance Day Ceremonies as they are under strict guidelines which did not allow them to participate in any Remembrance Day Ceremonies.
- Councillor Wever asked if the officers will be handing out turkeys and hams this year at check stops. The Detachment will be using the DARE Fund to purchase Hams from the Northern

Store this year. They will also be purchasing helmets of various sizes and handing them out to ATV/Skidoo users.

- Cpl. MacDonald informed Council that the Justice Committee is still active, however there are not a lot of youth in the community being charged with criminal offenses, but the Committee is still active if needed.
- The SAO advised Council that if they need to contact Cpl. MacDonald after hours, and it is not for an emergency, to use his cell phone number. After hours complaints or concerns can also use the Complaint Line which keeps callers completely anonymous.
- Councillor Wever suggested advertising the OCC line for residents to use, to reduce the number on non-emergency calls to 911.

7:12PM Corporal Tim MacDonald left Council Chambers.

**5. Departmental Reports- Committee Reports attached to minutes for reference.**

a) Town Manager

- The Governance and Community Engagement Manager Position has been posted to the Town of Norman Wells website.
- The Finance Manager Position has been posted to the Town of Norman Wells website.
- Council and Administration Budget meetings are Saturday, November 21, and Sunday November 22.

b) Finance

- See Report.

c) Fire Department

- Councillor Wever inquired about reduced training hours.
- The SAO noted that the incentive has not worked, there have been low training hours. Extensive discussion to follow.

d) By-Law

- Receiving a high number of calls related to off leash dogs, particularly in the mornings around the school.
- Information has gone out on the town website, Facebook page, and community channel to remind pet owners to tie up their animals for the safety of the community. Owners will now be fined if their pet is found off leash as several warnings have been granted.

Jaime Kearsey left Council Chambers at 7:16PM

Johannie Lapierre and Alex Millette joined Council in Chambers at 7:16PM

e) Governance & Community Engagement

- See Report.

f) Lands

- Continued work on Community Plan and Zoning By-Law.
- The Development Officer informed council that there is one year to complete the full development on Marten Avenue.

Johannie Lapierre left Council Chambers at 7:19PM

g) / h) Public Works/ Recreation

- The arena ice is going very well this year, Recreation is aiming to have the arena open by early to mid-December.
- Alex informed Council that in order to have the gathering limit raised, the town would have to contact Health Department and request a letter of exemption which would require the specific dimensions of the building in which the town would be requesting a larger gathering limit.
- He noted that the crew has been using the mulcher and are getting used to operating the machine.
- Mayor Pope acknowledged that the dump clearing has been very well done, thanks to the Public Works Crew.

- Alex also informed council that the ice on the pond near the ski cabin was not ready to be cleared but will be cleared for skating as soon as it is ready.
- Alex will relay to the Contractor that snow should not be piled up against the guardrails, that the snow should be pulled away and stockpiled to avoid further damage to the guardrails.

#### h) Utilities

##### a. AWI Underdrain Retrofit Project Report

- The new underdrain was successfully installed.
- Hugo is pleased with the AWI staff, they worked up to 15 hours a day to complete the job.
- He also thanked local contractors for their assistance with the project.
  - BCI, Pete Rose Welding, Kelly McCoy, and Northridge.
- Training of the new underdrain was provided on site by AWI.
- The new underdrain should require less maintenance going forward.
- MACA would like to conduct a water/sanitation feasibility study, sampling wastewater for COVID-19. MACA would provide the equipment needed as well as cover all shipping of wastewater samples. Wastewater would be sampled every 15 minutes, 7 days a week and then sent to Winnipeg for testing. Hugo will inquire if the town will have access to the test results of the wastewater. Councillor Audet noted that the CPHO advised him that sewer vapor from the sewer trucks is not of concern to spread COVID-19.
- The SAO commended Hugo and Chris and the Utilities Department for a job well done. Hugo and Chris hauled 6.5 tons of media by hand.

## 6. Minutes

### a) Regular Meeting of Council #20-26

Resolution

**'Be it resolved that the Minutes for the Regular Council Meeting, dated November 3<sup>rd</sup>, 2020 are hereby adopted.'**

**Motion:** No. 20-27-02  
**Moved by:** Councillor Wever  
**Seconded by:** Councillor Bernard

**Motion Carried**

### b) Committee of the Whole #20-16

Resolution

**'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated November 3<sup>rd</sup>, 2020 are hereby adopted.'**

**Motion:** No. 20-27-03  
**Moved by:** Councillor Smith  
**Seconded by:** Councillor Wever

**Motion Carried**

### c) Committee of the Whole #20-17

Resolution

**'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated November 12<sup>th</sup>, 2020 are hereby adopted.'**

**Motion:** No. 20-27-04  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Smith

**Motion Carried**

## 7. New Business

### a. Award Elder Driveway Contract to McCoy Enterprises Ltd.

McCoy Enterprises Ltd. followed all regulations as laid out in the RFP. Kelly McCoy is extremely pleased to have been awarded this contract.

**'Be it resolved that the Council of the Town of Norman Wells hereby grants the Contract of Snow Removal from Elder's Driveways to McCoy Enterprises Ltd. for the 2020-2021 season.'**

**Motion:** No. 20-27-05  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Smith

**Motion Carried**

## 8. Council Forum

Councillor Bernard- has really liked the "Did you Know" Council Meeting procedure information posted for the public on the town website and Facebook page.

Councillor Audet- thanked staff for their hard work and jobs well done.

Councillor Boyle- none.

Councillor Wever- would like the Town to acknowledge the death of Monica Loomis as her impact on the community was of great significance. He also reminded Council that if they would like to sit in on the Regional Wellness Council Meeting that the information was sent out via email to all Council Members.

Councillor Peachey- none.

Councillor Smith- noted that snow removal around garbage bins is needed in some areas. Alex noted that this will be done moving forward by McCoy Enterprises Ltd.

Mayor Pope- none.

## 9. Correspondence to Council

a) Small Community Employment Support Program Review Information

- Councillor Wever suggested that the Economic Development Committee look further into this program.

Councillors Smith and Audet left Council Chambers at 7:45PM

b) Letter from Royal Canadian Legion Discussion

- Council has no problem with donating material to the Legion for the project. They agreed to a possible limit on how much material to donate but are happy to contribute to the project. Council agreed they would like to help as much as possible.
- Mayor Pope suggested inviting Tim Melnyk to a Town Planning Committee meeting so the Committee can see a map and overview of the project.

Councillors Smith and Audet joined Council in Chambers at 7:47PM

c) Government Reserve Application SA20-014 Information

- MACA is responsible for the remediation of the Landfill.

d) Self-Isolation in the Community Discussion

- a. Survey Responses
- b. Checklist

- Administration sent out an open-ended survey question to initiate conversation with residents regarding self-isolation in Norman Wells.
- The SAO would like to note, that essential workers can be at their homes as well as their place of work during isolation, but nowhere else. The SAO is an essential worker and therefore during isolation, could be at her place of work.
- The Town SAO and Mayor do not give approval for people to isolate in the community, they simply write a letter of acknowledgement.
- Councillor Audet would like to see improved communication with Protect NWT, the Health Centre, and the COVID Secretariate if the Town becomes an isolation center. He suggested having a representative from Protect NWT, the Health Centre, and the COVID Secretariate attend a Council meeting to open the lines of communication. Council agreed that more communication is necessary before moving forward with an isolation center proposal.
- Councillors Smith and Boyle completely disagree with allowing anyone to self-isolate in Norman Wells, including residents and essential workers.
- Councillor Wever stated that we should use the results that we have from the survey. Self-Isolation in the Community is a benefit to our citizens. Councillor Peachey agreed and added that it is also important for our resident's mental health to be able to isolate in the community.
- Councillor Smith noted that the survey question was misleading as it led some residents to believe they would be self-isolating in their own homes, when in fact, they would not be.

- Councillor Audet stated that as Town Council, informed decisions need to be made. To make informed decisions, the Town needs to communicate with the COVID Secretariate and Protect NWT.
- The SAO receives isolation requests, she would like to know how to respond to these requests. She would like to follow a checklist to ensure that all requests are responded to fairly.
- 67 survey responses tell Administration and Council that self-isolation in the community is an important topic. Out of 67 responses, 6 responses eluded to definite disagreement with allowing isolation in the community.
- The SAO asked Council how they would like to approach everyone who is required by the Chief Public Health Officer to have a letter from the Town before being provided a SIP Number. Some individuals are required to write the Town Manager and ask for a letter of assistance before they will be granted permission to isolate in Norman Wells. The Town Manager has only received five of these requests since March.
- Council agreed that more information and better communication with the COVID Secretariate is necessary to move ahead with allowing self-isolation in Norman Wells.
- The Town Manager would like to make it very clear that the neither the SAO or the Mayor have the power to give people permission to isolate in Town; they simply write a letter of support based on each individual scenario, and then the Chief Public Health Officer has the final say and issues the SIP approval.
- Further discussions to come once Council has more information from the COVID Secretariate.

Councillor Smith Left Council Chambers at 8:22PM

e) Ne’Rahten Development Ltd. Discussion  
 a. Letter of support for negotiated contract

- Council agreed that having a letter of support for an RFP is unorthodox. They agreed that writing a letter of support for a contractor not from Norman Wells is not something they would like to do. Council would like to support local contractors first and foremost.
- The SAO would like this sent to the Economic Development Committee as they are focused on keeping business local as well as money earned reinvested into the community.

**10. Correspondence from Council**

Councillor Smith joined Council in Chambers at 8:27PM

**11. In Camera** Resolution

**‘Be it resolved the Council of the Town of Norman Wells hereby go in camera the time being 8:27PM.’**

**Motion: No. 20-27-06**  
**Moved by: Councillor Wever**  
**Seconded by: Councillor Peachey** **Motion Carried**

a) Contract Negotiations

Councillor Audet left Council Chambers at 8:37PM

b) Contract Negotiations

**Be it resolved the Council of the Town of Norman Wells hereby leave in camera the time being 8:52PM.’**

**Motion: No. 20-27-07**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Wever** **Motion Carried**

**12. Adjourn 8:52PM Councillor Smith**

  
 Frank Pope  
 Mayor

  
 Cathy Clarke  
 Senior Administrative Officer