

**Town of Norman Wells  
Minutes  
Regular Council Meeting #20-20  
Tuesday, August 18, 2020, 7:00pm  
Council Chambers**

**Present:** Frank Pope Mayor  
Alexis Peachey Deputy Mayor  
Pascal Audet Councillor  
Jean-Paul Bernard Councillor - telephone  
Jim Boyle Councillor - telephone  
David Wever Councillor

**Regrets:** Trevor Smith Councillor

**Staff:** Cathy Clarke Senior Administrative Officer  
Johannie Lapierre Development Officer  
Gary Mickalyk Public Works Superintendent  
Alex Millette Recreation Director  
Hugo Pabke Utilities Manager  
Sri Thota Finance Manager  
Jennifer Waterhouse Governance & Community Engagement Manager

**Delegates:** Corporal Tim MacDonald

**Guests:** Constable Chris Piton  
Chris Chivers

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

2. **Declaration of Conflict of Interest**

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

**'Be it resolved that the Agenda for the Regular Council Meeting, dated August 18<sup>th</sup>, 2020 is hereby adopted.'**

**Motion:** No. 20-20-01  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Wever **Motion Carried**

4. **Delegation**

a) Cpl. Tim MacDonald Monthly Policing Report July/August 2020  
Constable Chris Piton has joined the Norman Wells detachment. Today was his first day. Corporal MacDonald apologized for missing the last meeting, he was out on a call. Call volume and prisoner count are down over the last two months. Giving lots of warnings but issuing few tickets. RCMP have been speaking with quad drivers, always ask for registration but do not ticket if they do not have one. They suggest to owners that vehicles should be registered and insured. Fully enclosed side by side vehicles should be treated like cars. Drivers should be wearing helmets and have insurance.  
Mayor Pope shared Council's thanks for Corporal MacDonald/RCMP's community engagement and demeanor. They have been excellent.

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

a) Town Manager  
Staffing  
Introduced the new finance manager, Sri Thota. Sri has been hired for three months in a casual contract. After that time the position will go to competition. Sri has lived in Norman Wells for one year.  
The Recreation Director is out of self-isolation. The Utilities Manager has just returned from vacation and will be in self-isolation for two weeks, travelling only between home and work as deemed an essential worker.

The SAO will be on vacation between September 1 to 15<sup>th</sup>. Upon her return she will following self-isolation protocols for essential workers. The Fire Chief will act in her absence. Lee Sacrey (G L Services) will oversee the finance work during this time. The Fire Chief will go on vacation once the SAO is back.

Application to the Department of Fisheries and Oceans regarding the Jackfish Lake project sent in. They will provide a letter of advisement within two weeks. Working with the Federation of Canadian Municipalities (FCM) on an application for a feasibility study for the landfill. This will open up access to funding. FCM is underrepresented in the North and are looking for projects with replicability.

b) Finance

A lot of the SAGE work has been implemented. Currently working on the utility's module. Expect to be able to generate the finance reports for September.

c) Fire Department

The Fire Chief is impressed with the work of the team in responding to the two recent fires (house and Imperial Oil). He is working on a detailed report on training and attendance. Happy with attendance but not satisfied as not everyone is meeting 50% attendance. Has received some push back on the move to bi-weekly training sessions

d) Governance & Community Engagement

Tamarack is looking at live stream options for Council meetings and updating teleconferencing hardware. The Pets in the workplace policy has been drafted (approved by Council at June ) It will be circulated with the management team first then go out to all staff for their comments. Once all feedback received it the Employee Policy will be updated with the new policy. The proposed Vacation Travel Allowance amendments need to be reviewed by legal due to several different employment types (contract versus indeterminate). The rescinded ATV by-law was reviewed. It was determined that there was no need to reinstate it as most aspects are covered by the Motor Vehicles Act and enforced by the RCMP. The Town will undertake public education on safety issues. A newsletter updating the community on the Town projects is currently being prepared. The newsletter will be printed professionally and delivered to mailboxes to ensure all community members receive a copy.

e) Lands

Milestone will have their report on the landfill by the end of August. She is reviewing the background report for the Community Plan. The template for payment plans is being reviewed by the management team. It will be brought to the next Council meeting.

Councillor Boyle inquired about who enforces development permits and what is done if they are not following them. The Development Officer checks to ensure working within the timelines approved and doing what outlined in the permit. The Development Officer is not responsible for building code inspections. Mayor Pope instructed council members to contact the Development Officer if they had concerns about specific permits.

f) Public Works

The Acting Public Works Manager was very happy with the coverage for the Work Department by the Public Works Superintendent while he was on vacation and in social isolation.

The material for the road repairs arrived on the last barge. It is a crack seal product and was produced in Manitoba. It is rated to -40C. Will test to see how it holds up this winter. PW is starting with cracks in the chip seal. Expecting this work to take at least two weeks as it requires the area where applied to be closed to traffic while it cures. Staggering repairs to alleviate traffic issues. Maintenance of the chipseal will be added to the regular maintenance schedule.

Aiming to get started on the guard rail work at the end of the month. First spot will be the section near the health centre.

Would like to get all the grass cut once more before the winter to help with winter visibility.

Phase 1 of the road work project is underway. Stantec is working with HRN and the two leads appear to have the work under control.

Great Canadian Trail upgrades making good progress. Almost at the airport. Have been replacing and repairing culverts and resurfacing.

Infrastructure let Public Works know they were going to have a few surplus vehicles. The Town submitted a request that a 2008 F250 be donated. This request was approved. Looking at a second vehicle for parts.

Soil samples will be taken from the Town Lot clean up site. They will be sent to Calgary for testing. Based on what the sample reveals, IOL may be able to farm our soil.

Councillor Peachey requested that when material is taken from quarry piles that over hangs not be left as it is a safety issue, in particular the piles along the ski cabin road.

Councillor Boyle inquired about why the backhoe is not being used more for dump pushes. The rubber tires currently on the machine are susceptible to punctures during the summer when the rubber is soft. Investigating other tire options. The SAO stated that despite the need for the contractor to do pushes the Town has saved money year over year already.

g) Recreation

Cristina continues to do a great job with the programming. Looking at Rec's fall and winter programming. While hockey may not be possible skills-based programming with limited numbers and social distancing can be offered.

Received all normal MACA funding. Only funds that did not come through was events-based applications for events which do not take place.

The fitness Centre is open 6.5 days a week. Closing Sunday night to allow a deep clean.

Patrons are doing a good job following the regulations.

h) Utilities

AWI has shipped the filter underdrain. Working on finalizing the date for installation. It should take 5-7 days. Hoping to schedule it in late September. Will need to speak with AWI and follow GNWT self-isolation protocols.

6. **Committee Reports**

- a) Recreation Committee - presented
- b) Economic Development Committee
- c) Town Planning and Land Use Committee

7. **Minutes**

- a) Regular Meeting of Council #20-19

Resolution

**'Be it resolved that the Minutes for the Regular Council Meeting, dated July 21<sup>st</sup>, 2020 are hereby adopted.'**

**Motion: No. 20-20-02**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Audet**

**Motion Carried**

- b) Committee of the Whole #20-11

**'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated July 22<sup>nd</sup>, 2020 are hereby adopted.'**

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

**Motion Carried**

8. **Old Business**

- a) Rescind Motion No. 20-19-06

Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby rescinds Motion No. 20-19-06, the first reading of Disposal By-Law #20-06.'**

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

**Motion Carried**

9. **New Business**

- a) Landfill Tenure

Information

Administrative report missed in package. Distributed via email/paper copy at end of meeting. Property subject to the rules and regulations of Commissioners land – no fencing or gating. New Lands Superintendent looking at the issues that need to be reconciled. When issued the Water License did not check off that own land. By virtue that the Town does not own the land and it is Commissioners, cannot take refuse.

Town has concerns about remediation

- Legacy of what is under ground there for the past 45 years
- Capping and building a new landfill

The Director of Lands met with Minister of Lands. MACA has agreed to make a MACA resource. The Town no longer needs to take tenure. MACA will be responsible for legacy issues. The Town will be responsible for capping and will work together to identify a new landfill site. A formalized agreement will be brought to Council.

b) Norman Wells & District Shop Chamber of Commerce Local Day

Resolution

**'Be it resolved that the Council of Norman Wells hereby declares September 4<sup>th</sup>, 2020 as Norman Wells & District Shop Chamber of Commerce Local Day.'**

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

**Motion Carried**

#### 10. Council Forum

Councillor Peachey – nothing

Councillor Weaver – Recommended that the Town inquire what Housing's plans are for the two residences that have burned down. Council directed Administration to write a letter to Norman Wells Housing Authority cc'ing NWT Housing Corporation inquiring about the time frame for when they will be replacing the houses and raising concerns about the exposed pilings.

Concern raised that the Norman Wells Health Centre is moving to emergency care only Monday to Wednesday leaving only two days a week for regular visits. Council directed Administration to contact the Health Centre the next morning to discuss the concern.

Councillor Bernard – nothing

Councillor Boyle -Inquired about the use of white crush on the road work. Councillor Audet added that thought using a mix of materials. Administration will check on the materials.

Councillor Audet – Is aware that the Minister of Infrastructure will be visiting Norman Wells soon. Would like to know if any plans to meet with Council. Administration will inquire via email. Brushing needs to be done on some intersections as there are some poor sightlines, particularly at the junction of Mackenzie Drive and the Dump Road. Public Works will add to work list.

Mayor Pope – extended thanks to the Fire Chief. He is impressed with the Fire Department's support. Mayor Pope is pleased with the work that all the Town staff have been putting in. Making progress on the projects. Wished these sentiments be shared with staff.

#### 11. Correspondence to Council

a) Enbridge Pipelines Inc. - Issuance - Type A Land Use Permit

#### 12. Correspondence from Council

a)

#### 13. In Camera

**'Be it resolved the Council of the Town of Norman Wells hereby go in camera the time being 8:10PM.'**

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

**Motion Carried**

a) Land

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

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

**Motion Carried**

14. **Adjourn** 8:28PM



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**Frank Pope**  
Mayor



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**Randy Sinasac**  
Acting Senior Administrative Officer