

**Town of Norman Wells
Minutes
Special Council Meeting #21-11
Tuesday, April 27th, 2021, 7:00pm
Council Chambers
Call in 1-866-969-8429 ID: 5040455**

Present:	Frank Pope Alexis Peachey Pascal Audet Jean-Paul Bernard Jim Boyle- phone David Wever	Mayor Deputy Mayor Councillor Councillor Councillor Councillor
Staff:	Cathy Clarke Karen Boudreau Kayla Turner	Senior Administrative Officer Finance Manager Governance and Community Engagement Manager
Guests:	Lee Sacrey Rick Bisson Brandon Sperling Chris Chivers- phone Nathan Watson- phone	GL Services Ltd. MNP LLP MNP LLP
Regrets:	Trevor Smith	Councillor (work commitment)

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

2. **Declaration of Conflict of Interest**

None.

3. **Review and Adoption of Agenda**

Resolution

'Be it resolved that the Agenda for the Special Council Meeting, dated April 27th, 2021 is hereby adopted.'

Motion: No. 21-11-01
Moved by: Councillor Peachey
Seconded by: Councillor Wever

Motion Carried Unanimously

9. **New Business**

a) Draft 2020 Audited Financial Statements

Resolution

- The 2020 audited financial statements were presented to Council by the Auditors.
- The 2020 Audited Financial Statements will be published to the community when they are no longer in draft form.
- Schedule 2:
 - Revenue increases due to increased collection of property taxes and government transfers.
 - Salaries and benefits increased in 2020 as the new staff that were hired in late 2019 worked the full year.
- Schedule 3:
 - Revenue down slightly due to the pool not being open.
 - Salaries and benefits increased due to additional staffing needed for cleaning and maintenance which is directly related to Covid-19. The overtime related to Covid-19 is substantial and has been submitted to the GNWT for reimbursement.
- Schedule 4:
 - This is a deficit funded program as there is no revenue.
 - Salaries and benefits increased due to the new position of By Law Officer Enforcement.
 - Supplies costs increased as additional PPE was needed due to Covid-19. These costs have been submitted to the GNWT for reimbursement.
- Schedule 6:
 - There was a drop in revenue due to less services being offered because of the pandemic.
 - There was also a drop in expenses, repairs, and maintenance.
 - This schedule came in well under budget.

- Schedule 7:
 - Revenue increased due to increased collection of property taxes.
- Schedule 8:
 - Councillor Audet inquired as to why contract services are so low?
 - The SAO will investigate this and provide Council with the answer.
- Schedule 9:
 - There was a decrease in revenue as there was less people purchasing quarry materials.
 - There was a large influx of expenses and supplies. In 2020, there was additional material crushed in the quarry for the Road Project. Public Works management discovered that being that the survey of quarry material is done in December, a lot of the residual material is covered in snow, so the survey is not accurate and has not been accurate since 2017. The quarry walls have also not been included for resale. To make the financials clear and transparent, a qualifier has been put in place. This is also because there are times when the scale is not in use (DOT Road Project). It is not common practice to not use the scale; however, it was recommended by the contractor to record the number of loads used versus the weighed material.

'Be it resolved that the Council of the Town of Norman Wells hereby accepts the draft 2020 audited financial statements.'

Motion: No. 21-11-02
Moved by: Councillor Wever
Seconded by: Councillor Audet

Motion Carried

14. Adjourn 7:57 PM Moved by Councillor Peachey, Seconded by Councillor Wever.

 Alexis Peachey, Deputy Mayor

 Cathy Clarke, SAO