

**Town of Norman Wells
Minutes
Committee of the Whole Meeting
Tuesday, November 12th, 2019, 7:00pm
Council Chambers, Town of Norman Wells**

Present:

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

Regrets:

Staff:

Cathy Clarke	Senior Administrative Officer
Alex Millette	Recreation Director
Hugo Pabke	Utility Manager
Jennifer Waterhouse	Governance / Community Engagement
Johannie Lapierre	Secretary/Development Officer
Misty Rayner	Finance Manager
Randy Sinasac	Fire Chief
Shawn Donahue	Public Works Manager

Delegation:

Guest:

- Chris Chivers
- Christopher Jenner
- Cindy Collier
- Laura Simpson

1. **Call to Order– 7:00PM**
2. **Declaration of Conflict of Interest**
None
3. **Review and Adoption of Agenda**
'Be it resolved that the Agenda for the Committee of the Whole Meeting, dated November 12th, 2019, is hereby adopted.

Moved by: Deputy Mayor Peachey
Seconded by: Councillor Smith

Motion Carried

4. **Delegation**
5. **New Business**

a) 2020 Operational and Capital Budget discussion

As an introduction, the Senior Administrative Officer reminds that this meeting is being held for the purpose of discussion regarding the preliminary version of the 2020 Operational & Capital Budget. Reserve funds will be discussed at the next meeting in order to amend the actual by-law.

Operational Budget

Daycare Building Future:

-Administration asked to provide an assessment of the building value.

Church:

-Suggestion to keep the initial estimate and to contact IORL and the Historical Society to source funding for the building (Culture, History and Support Canada).

-Suggestion to get thermostats with timers for all Town's facilities.

Clean up of Properties:

-Suggestion to put \$50,000 in the Operation Budget in order to take care of the Town's unsightly property (previously George Couturier's yard) in the hope to mobilize others to do the same.

-This item will be brought back for the discussion on reserve funds.

- Suggestion to administration to look at the Gas Tax for funding (Brownfield Redevelopment).

Community plan:

- Suggestion to redo the community plan instead of amending the existing one.
- Suggestion to apply for funding from GNWT (ITI).

Quarry:

- The Town has enough residual material. It is currently being piled in order to get it surveyed.
- On-going negotiations with IORL on the cost of drill blast for E-rock as the Town has no need for it anymore.

Legal:

- Reminder to the Council members of Wednesday November 13th meeting with the lawyer. Part of the legal work is being taken care of by the Town's insurance.

Partnership with the Land Corporation:

- Addition of \$20,000 requested for the Recreation Department to support collaborating with Land Corporation on community wellbeing projects.

Committees of Council:

- Suggestion to include \$3,000 per committee for their projects.

Utilities:

- Suggestion to inform the community about the costs triggered by the type of water plant in operation (capacity, legislation, certification, permit, production & infrastructure costs, expertise and time required, etc.).
- Administration is being asked to provide projections of an increase of the water rate on the utility bills so that Council can decide the future rates and the community can be given time to adapt to the raise.
- Contract extension can encourage negotiation.
- Suggestion to increase the taxes on hydrocarbon and pipeline to offset IORL vacant houses, vacant units cause need for bleeders on sewer system in winter due to insufficient sewer flow.
- A number of the bleeders are in direct relation with these vacant houses.

Staffing:

- Jennifer Waterhouse, Governance / Community Engagement, will work with the SAO on policies.
- There is no expected need for new position hiring in the year 2020.

Fees on Recreation services:

- GNWT provides many opportunities for grants for this department.
- Fees would generate small revenues to charge the community for these services.
- Administration being asked to create a policy for the rental of the Town's facilities.
- Suggestion to look at the possibility of implementing a deposit for the rental of equipment.

Snow clearing policy:

- Objective of the policy is to establish safe standards that the Town can afford. Policy posted on Town website.
- School bus safety established as a priority.
- Plan to establish standards for roads and dust control.

Grants:

- Attention on the sourcing of grants to get the projects funded.

Garbage bins:

- Concerns on how contract has been managed.
- Recognition of the challenges in the past for both the contractor and the Town due to the lack of consistent oversight on the operations.
- Records of the changes and discussions will be kept
- 1.2 million replacement cost as it stands now but don't necessarily need all the bins in place right now.

Vegetation Management line:

- Addition to the Public Works Department suggested in order to permit a firm plan for the annual ditch maintenance starting with a major clean-up for the first year.
- The beautification line includes street signs, benches, etc.
- The ditches and brushing constitute a safety issue.

- Suggestion to consider it as a capital project at first, to look for funding and evaluate if a contractor is needed for the work.

Advocacy:

- Suggestion to identify goals in a special meeting of Council.

Capital Budget

Public Works

Garbage Bins:

- Considerable damages on the bins in place as there has been no maintenance for many years.
- Suggestion to reinstitute the maintenance program so that a small budget per year would be sufficient.
- No longer considered as a capital project as the management of the contract, the better use of the bins and the maintenance plan would avoid the purchase of new bins.

Sweeper:

- Roads have not been sealed. Different methods are being looked at.
- Importance to get the debris off the road as sweeping chip seal roads triggers mud and dust.
- Around \$15,000 to \$20,000 spent for sweeping annually.
- Would quickly pay for itself.
- Administration will come back with the cost of a larger sweeper.

Dump Truck:

- Recommendation to work with the contractor first.
- Would complement the Town equipment and be used year round. There would still be work to contract.
- SAO clarified that work being recommended would not take away from what the contractor is currently doing. Would allow Town to complete some work that currently cannot afford for As and When contract to complete.
- Gas Tax funding might cover part of it.
- Administration is being asked to look at rental options.

Councillor Audet declares conflict of interest and leaves the Council Chambers at 8:04PM.

- Suggestion to look for a used truck too.
- Administration is being asked to report and explanations on what cannot be done with the actual contract.
- Suggestion to estimate the number of hours necessary for the rental.

Councillor Audet comes back into the Council Chambers at 8:08PM.

Fire Department

- Information that the department is continuing to receive 20-30 nuisance calls a day.
- Ongoing discussions with the people in charge of the 911, Northwestel and MACA to identify source of nuisance calls.

Fire Truck:

- Suggestion to source quotes for next year's budget.
- Recommendation to purchase new instead of used.
- Suggestion to reserve money this year for future purchase.
- On-going discussions with IORL and planned discussions with the airport to inquire on the level of service expected.
- Estimate of 18 months to get the vehicle built and shipped to Norman Wells.
- Administration will look at other funding opportunities.
- The truck has no value once expired.

Fire Hall:

- The doors and the roof are to be repaired. There will be more expenses if the plan is the stay in this building.
- Administration is being asked to get an inspection of the doors and the building.
- The present issues are significant. \$200,000 has been spent in the last 3 years on this building.
- At this point, a new building doesn't seem justified.
- Suggestion to reserve money for buildings replacement.

-Suggestion to discuss with Enbridge about coordinating door inspection and to work with Arctic Energy Alliance for recommendations on the building and funding programs.

Exhaust System:

- Trucks need to be run daily as part of their ongoing maintenance.
- Administration is being asked to source quotes.

Washer Extractor:

- It is a need as it is a health and safety issue. Also prolongs the life of equipment.
- Administration is being asked to source quotes.

Utilities

Potable Water Arm:

- Administration is being asked to search for a less expensive solution for the arm.

Hydrants:

- The need is justified.
- Administration is being asked to submit an estimate for the replacement of all the hydrants and to see if they could be shipped to Norman Wells on the winter road.

Lagoon Desludging:

- Information that the report from Stantec will be ready by end of December.

Recreation

All-terrain vehicle:

- Discussion about the expected use of the vehicle.

Councillor Audet tried to declare conflict of interest but the Mayor did not accept. The councillor is not in conflict of interest because the discussion is about the position, not about the person who would drive the vehicle.

Councillor Boyle raised concern that there is no small engine mechanic in town to maintain the vehicle.

Councillor Smith: Agrees that a UTV would be better suited than a truck for the trails.

Councillor Audet: Proper maintenance is key, need program in place. Don't see it as a snow clearing machine.

Councillor Wever: Think it is seasonal vehicle. Concern also raised over public perception over purchase of this type of vehicle. We already have equipment to do that kind of work. Can make use of what we already have.

Mayor: Supports for summer use.

Councillor Audet: Does Town support playgroup organization?

Finance Manager: Grant (\$12-14,000 a year) that can be used for any child resiliency program. No involvement with society. No fees for using the Community Hall but bumped every time booking on their date.

SAO: Some quotes will be difficult to get but will give estimates where we have to. Reserve by-law will be brought to Council for First Reading next week.

Mayor: Have until the end of the year for any adjustments before the submission to MACA.

Mill Rate:

Mayor: A 20% increase in Hydrocarbon Industrial and Pipeline (from 21.90 Mills to 26.28 Mills) would generate \$500 000.

-Request to review the increases over the past 10 years. This information can be used as part of the community water utility education work planned.

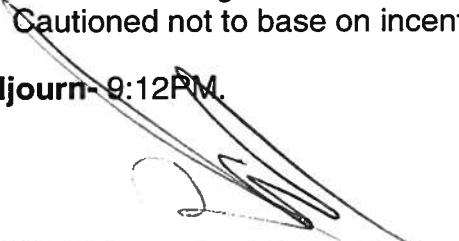
Councillor Audet: Suggests that the Town could offer incentive to IORL for having families move back to town.

Mayor: They will come back to us and then we will discuss.

Finance Manager: Deficit in water is not only bleeders, heating and power is being paid too.

Cautioned not to base on incentive for the budget.

6) **Adjourn- 9:12PM.**


Frank Pope
Mayor


Cathy Clarke
Senior Administrative Officer