

**Town of Norman Wells  
Minutes  
Regular Council Meeting #21-17  
Tuesday, June 15 2021, 7:00pm  
Council Chambers  
Call in 1-866-969-8429 ID: 5040455**

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**Present:** Frank Pope Mayor  
Alexis Peachey Deputy Mayor  
Jean-Paul Bernard-phone Councillor  
Jim Boyle-phone Councillor  
Trevor Smith Councillor  
David Wever Councillor

**Staff:** Karen Boudreau-phone Finance Manager, Acting SAO  
Hugo Pabke Utilities Manager, Acting SAO  
Alex Millette Recreation Director  
Randy Sinasac Fire Chief  
Jaime Kearsey By-Law Officer  
Johannie Lapierre Development Officer  
Gary Mickalyk Public Works Manager  
Kayla Turner-phone Governance and Community Engagement Manager

**Regrets:** Pascal Audet Councillor

**Guests:** Warren Wright  
Nathan Watson- phone

**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 Regular Council Meeting, dated June 15<sup>th</sup>, 2021 is hereby adopted.'**

**Motion:** No. 21-17-01  
**Moved by:** Councillor Peachey  
**Seconded by:** Councillor Wever

**Motion Carried Unanimously**

**4. Delegation**

a) Warren Wright

- The situation was explained in a letter emailed to Council and reviewed by the Town Planning and Land Use committee. He is attending to answer questions, if any.
- Mayor advises Council will review the submitted information and come back with a decision as soon as possible.
- The Town Planning and Land Use committee voted a recommendation on this topic. The minutes will be presented at the next Council meeting.

b) Police Report

- A question from the Deputy Mayor Peachey will be referred to the Corporal related to the number of calls received in one weekend.

**5. Departmental report:**

- Councillor Wever would like more details about P.O.s and job costing in the financial report.
- The Fire Chief advises that a vaccination clinic is happening this Thursday and Friday for the 12-17years old and adults. Advertisement to come.
- The By-law enforcement officer is successfully working with a property owner for the clean-up of a property as per the Property Standards by-law.
- The Development Officer will send the mapping showing the up-coming improvements on signage to Council. Mayor suggests a central sign pointing to the main points of interest

and to contact the Department of Infrastructure and request improvement of the existing sign structures on the Quarry road.

- The Recreation Director reports on the on-going work at Jackfish and announces that the building assessment report is expected early July. He also details the proposed Canada day activities to be held at Town Square like last year.
- The Public Works Manager informs on the on-going road work (grading, DL-10, drainage study, culvert and ditch clearing). The software on the computer at the Scale is being changed. A survey of the landfill was done last week. Awaiting more DL-10 to start the work on other roads. In the future, the grading might be done in sections to prevent leaving the windrow for a long time. Councillor Boyle congrats on the landfill operations.
- The Utility department is replacing the fire hydrants periodically over next couple months.

## 6. Committee Reports

a) Advancement of equity and inclusion Draft Minutes

b) Economic Development Committee Draft Minutes

- The Mayor informs Council about his meeting with the manager of Imperial Oil Resources Limited regarding the shut down. They also discussed the residential issues. The Manager intends to meet with Council on this topic once the shut down is over.
- The Governance and Community Engagement Manager provides a clarification on the minutes, saying that the committee will review the by-law by email before recommending any necessary modifications to Council. She also provides more details on the Tourism Operator license.

## 7. Minutes

a) Regular Meeting of Council #21-16 Draft Minutes

Resolution

**'Be it resolved that the Minutes for the Regular Council Meeting, dated June 1st, 2021 are hereby adopted.'**

**Motion: No. 21-17-02**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Wever**

**Motion Carried Unanimously**

## 8. Old Business

a) Community Plan #21-07 - Second Reading

Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives second reading to Community Plan #21-07.'**

**Motion: No. 21-17-03**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Smith**

**Motion Carried Unanimously**

b) Zoning By-law #21-08 – Second Reading

Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives second reading to Zoning By-law #21-08'**

**Motion: No. 21-17-04**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Wever**

**Motion Carried Unanimously**

## 9. New Business

a) Request for placement of Sea can

Resolution

- Councillor Boyle comments to ensure the sea can would not affect the driver's vision as the property is located at the corner of the street.

**'Be it resolved that the Council of the Town of Norman Wells hereby approves the request for placement of a sea can.'**

**Motion: No. 21-17-05**

Moved by: Councillor Wever  
Seconded by: Councillor Smith

Motion carried unanimously

10. Council Forum

- Councillor Bernard notes the importance to be able to lower the flags at the Town Office when required and suggests eventual improvement to a secured and easier system.
- Councillor Bernard wonders about the possibility to add a non-voting seat at Council as an opportunity to increase the diversity.
- Councillor Boyle acknowledges the grading at the Coast Guard dock and suggests discussing with the Department of Infrastructure for the removal of the remaining windrow.
- Councillor Smith comments on the condition of the road to Jackfish. The Public Works Manager will assess the situation. The Mayor adds that this topic should be part of the next year's budget discussion as per the current improvements at the park. Councillor Boyle suggests crushed shale to be used on that road instead of white crush.

11. Correspondence to Council

12. Correspondence from Council

13. Adjourn 7:42pm Moved by Councillor Smith



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Frank Pope, Mayor



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Cathy Clarke, SAO