

**Town of Norman Wells  
Minutes  
Regular Council Meeting #19-24  
Tuesday December 3<sup>rd</sup>, 2019, 7:00pm  
Council Chambers, Town of Norman Wells**

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<b>Present:</b>	Frank Pope Alexis Peachey Pascal Audet Jean-Paul Bernard Jim Boyle Trevor Smith David Wever	Mayor Deputy Mayor Councillor Councillor Councillor Councillor Councillor
<b>Staff:</b>	Cathy Clarke Johannie Lapierre Alex Millette Hugo Pabke Jennifer Waterhouse Misty Rayner	Senior Administrative Officer Development Officer Recreation Director Utilities Manager Governance & Community Engagement Manager Finance Manager
<b>Delegation:</b>	Shawn Maxwell Westly Steed Michael Duclos	ENR, Norman Wells ENR, Forest Management Division Mackenzie Mountain School
<b>Guests:</b>	Cindy Collier	

**1. Call to Order – 7:00PM**

**2. Declaration of Conflict of Interest**

Councillor Wever and Councillor Boyle declared a conflict of interest on item 8.c Millrate By-Law 19-09 due to their respective employment with IORL and Enbridge. Accepted by Mayor Pope

**3. Review and Adoption of Agenda**

**‘Be it resolved that the Agenda for the Regular Council Meeting, dated December 3<sup>rd</sup>, 2019 is hereby adopted.’**

**Motion: No. 19-24-01  
Moved by: Councillor Smith  
Seconded by: Councillor Peachey**

**Motion Carried**

**4. Delegation**

a) Shawn Maxwell and Westly Steed - ENR  
Presentation: Community Wildfire Protection Plan - Attached

Westly Steed presented the updated Town of Norman Wells Community Wildfire Protection Plan. Report included a number of recommendations to assist in setting priorities to reduce the threat from wildfire.

Mayor Pope invited Shawn Maxwell to return in the New Year once Council has had time to review the Plan. Mayor Pope also recommended that the Shaun Maxwell and/or Westly Steed meet with the Fire Chief.

b) Michael Duclos - Mackenzie Mountain School  
Presentation: Norman Wells Recreation and Tourism Plan – Attached

Michael Duclos requested financial support from the Town for the development of an artificial soccer pitch and an outdoor basketball court. Additionally requested the Town to provide the land behind the school for development of the two facilities.

Mayor Pope inquired as to who would own/maintain the facilities.  
Michael Duclos responded that he hoped the Town would take ownership.

Mayor Pope referred Michael Duclos to the Recreation Committee

Councillor Smith indicated that the Recreation would accept a visit. The next scheduled regular meeting is in January.

**5. Departmental Reports**  
None

**6. Minutes**

a) Regular Meeting of Council #19-23 Draft Minutes Resolution  
Minor correction to minutes: removal of Chairperson from Councillor Peachey's title.

**'Be it resolved that the Minutes for the Regular Council Meeting, dated November 19<sup>th</sup>, 2019 are hereby adopted.'**

**Motion: No. 19-24-02**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Wever** **Motion Carried**

**7. Old Business**  
None

**8. New Business**

a) Operational Budget 2020

In order to approve a balanced budget recommendation made by Administration to put the surplus of \$259,152.00 into an Operational Contingency Fund. Surplus is in addition to the \$600,000.00 allocated to Reserves.

Councillor Wever asked for clarification on how the funds could be accessed. Finance Manager recommended that access require written Council Approval (email), not a motion. SAO stated that Terms of Reference for use would be created to govern usage.

**'Be it resolved that the Council of the Town of Norman Wells hereby gives Third Reading to Operational Budget 2020'**

**Motion: No. 19-24-03**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Smith** **Motion Carried**

b) Capital Budget 2020

**'Be it resolved that the Council of the Town of Norman Wells hereby gives Third Reading to Capital Budget 2020.'**

**Motion: No. 19-24-04**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Smith** **Motion Carried**

Councillor Wever and Councillor Boyle left Council Chambers at 7:44PM

c) Millrate By-Law No. 19-09 – Third Reading

**'Be it resolved that the Council of the Town of Norman Wells hereby gives Third Reading to Millrate By-Law No. 19-09.'**

**Motion: No. 19-24-05**  
**Moved by: Councillor Audet**  
**Seconded by: Councillor Smith** **Motion Carried**

Councillor Wever and Councillor Boyle returned to the Council Chambers at 7:46PM

d) Reserves Discussion

A Committee of the Whole meeting will be set up in the new year to discuss.

e) Water and Sewer Services By-Law No. 19-10 – First Reading

**‘Be it resolved that the Council of the Town of Norman Wells hereby gives First Reading to Water and Sewer Services By-Law No. 19-10.’**

**Motion: No. 19-24-06**  
**Moved by: Councillor Wever**  
**Seconded by: Councillor Boyle** **Motion Carried**

f) Water and Sewer Services By-Law No. 19-10 – Second Reading

**‘Be it resolved that the Council of the Town of Norman Wells hereby gives Second Reading to Water and Sewer Services By-Law No. 19-10.’**

**Motion: No. 19-24-07**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Bernard** **Motion Carried**

**Motion to do Third Reading**

**Motion: No. 19-24-08**  
**Moved by: Councillor Audet**  
**Seconded by: Councillor Boyle** **Motion Carried**

g) Water and Sewer Services By-Law No. 19-10 – Third Reading

**‘Be it resolved that the Council of the Town of Norman Wells hereby gives Third Reading to Water and Sewer Services By-Law No. 19-10.’**

**Motion: No. 19-24-09**  
**Moved by: Councillor Peachey**  
**Seconded by: Councillor Smith** **Motion Carried**

8. **Committee Reports**

a) Recreation Committee

Black Bear Jamboree

Councillor Smith requested that the Mayor write letters requesting support (sponsorship/donations) from organizations in Norman Wells for the Black Bear Jamboree. Mayor Pope expressed his support for this and agreed to write letters.

Volleyball Court

Request for donation of \$10,000.00 worth of E rock and crushed shale previously approved by Council in June 2019. Project was put on hold by ITI but now proceeding. Inquiries on where would be funded from. SAO stated there will be no trouble finding a source for the funds and will come back to Council with information on this. Will be funded out of the 2020 budget.

**‘Be it resolved that the Council of the Town of Norman Wells hereby agrees donate up to \$10,000.000 in quarry material for the development of an outdoor volleyball court.’**

**Motion: No. 19-24-10**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Peachey** **Motion Carried**

- b) Economic Development Committee - None  
c) Town Planning and Land Use Committee - None

9. **Council Forum**

Councillor Bernard – None

Councillor Audet – None

Councillor Boyle – Flashing light at crosswalk not working on the inbound side.

Councillor Wever – Raised that there was an article on [CBC North](#) about the state of housing in the NWT with reference to conditions in Norman Wells. Councillor Wever asked if Council could obtain a copy of the report the article based upon.

Councillor Peachey – None

Councillor Smith – None

Mayor Pope

- Thanked staff for all of the hard work on preparing the budget and putting together the Council binder
- Post budget To-Do List
  1. Town Hall in December
  2. Set 2020 meeting calendar
    - a. Asked if a monthly Committee of the Whole meeting needed either in evening or over lunch hour?
  3. Reserve Fund dedications
  4. Gas Tax allocation
  5. By-Law and Policy updates, amendments, rescinding out dated and creating new
  6. Advocacy Efforts
    - a. Climate change
    - b. Mackenzie Valley Highway
    - c. Cost of Living
    - d. Airways
    - e. Health Care
  7. Community Plan roll-out from RFP through community input, Council priorities
  8. Town Clean-up
  9. Facility Priorities: Jackfish expansion

#### **11. Correspondence to Council**

- a) Cindy Collier - Mayor Pope thanked Cindy for her thoughts on the Town's trails. They will be taken into consideration as the Town begins its work on by-laws. Councillor Peachey added that trail maintenance/lighting/users should be part of the summer work plan
- b) NWTAC AGM – Second call for resolutions. If Council has any ideas they can speak with the SAO on how they work and how they can be presented
- c) NWTAC AGM – Need to select an item to be donated for the auction

#### **12. Correspondence from Council**

- a) None

#### **13. Advocacy**

##### **a) Yellowknife Trip Report - Attached**

- Mayor and SAO identified new funding opportunities. Mayor and/or SAO would like to meet with Economic Development Committee to discuss – Sustainable Communities and CanNor
- The Town will be part of a working group on GNWT lease situation/tax arrears and update Council on a quarterly basis
- MACA received conditional approval for Landfill Grant. Next step is to obtain Indigenous consultation approval.
- ICIP grants that have been conditionally approved have been held up by the Federal government– few built last year. If Federal government does not come through with a process soon Territory will pursue legal action
- Building a good working relationship with Department of Lands and MACA. Met with new Superintendent of Lands, Wayne Norris.

##### **b) AC Strategic Plan Engagement Session - Attached**

Mayor Pope and Jennifer Waterhouse represented the Town at the session. Shared a list of recommendations with Aurora College.

##### **c) ITI Tourism Engagement Session - Attached**

Jennifer Waterhouse represented the Town at the session

#### **14. In Camera**

- a) None

**15. Adjourn – 8:10PM**

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Frank Pope  
Mayor

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Cathy Clarke  
Senior Administrative Officer