

**Town of Norman Wells  
Agenda  
Regular Council Meeting #21-22  
Tuesday, August 17<sup>th</sup>, 2021, 7:00pm  
Council Chambers  
Call in 1-866-969-8429 ID: 5040455**

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<b>Present:</b>	Frank Pope Alexis Peachey Pascal Audet Jean-Paul Bernard Jim Boyle Trevor Smith David Wever	Mayor- phone Deputy Mayor- Meeting Chair Councillor Councillor- phone Councillor- phone Councillor Councillor
<b>Staff:</b>	Cathy Clarke Karen Boudreau-phone Gary Mickalyk- phone Alex Millette Hugo Pabke- phone Kayla Turner	Senior Administrative Officer Finance Manager Public Works Manager Recreation Manager Utilities Manager Governance and Community Engagement Manager

<b>Delegates:</b>	Cpl. Christopher Whynot Cst. Shawn Thompson	RCMP RCMP
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**Guests:** Chris Chivers- phone

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

**2. Declaration of Conflict of Interest**

- Councillor Audet items 9e,f,g.

**3. Review and Adoption of Agenda**

Resolution

- 9a- no resolution as proposal has not been received from Engineers. Senior Administrative Officer to provide update.
- Addition 9L- request for donation.

**'Be it resolved that the Agenda for the Regular Council Meeting, dated August 17<sup>th</sup>, 2021 is hereby adopted.'**

**Motion: No. 21-22-01**

**Moved by: Councillor Smith**

**Seconded by: Councillor Wever**

**Motion Carried Unanimously**

**4. Delegation**

a) Police Report

- New Corporal, Christopher Whynot introduced himself to Council.
- Constable Shawn Thompson was also present.
- Cpl. Whynot asked Council about any areas of Concern. Council noted concerns from the community regarding ATV safety and ATV traffic violations.
- Council noted that by law enforcement has been doing ongoing education with the youth in the community as well as handing out free helmets to those who need them.
- Cpl. Whynot stated that the detachment will look at engaging the Community Justice Committee regarding this concern. He also noted that if anyone calls anonymously, the officers cannot return calls to ensure the person that the concern had been dealt with.

**5. Departmental Reports**

a) Town Manager

- The SAO advised Council that she has been meeting with the regional Emergency Response Organization daily at 10am. These meetings started August 16, 2021.
- Fort Good Hope has been put under a containment order. Many of the positive cases are among those who are unvaccinated. We will be sending cots out to Fort Good Hope.
- MACA encouraged the Town once again to keep track of costs incurred due to the pandemic.

- MACA has asked that the Town strike the Stakeholder Advisory Committee which feeds into the Regional Emergency Measures Organization.
- At this point- MACA has not advised that a state of emergency be declared.
- Karen and Cathy will begin the draft budget on Monday.

b) Finance

- The proposal has been received from the SAGE team. Job costing and purchase order module should be complete by the end of August.

c) Fire Department

- The Department has 72 hours to submit the written report to the fire marshal's office.

d) By-Law

e) Governance & Community Engagement

f) Lands

- New development officer will be arriving August 30<sup>th</sup>.

g) Public Works

- Milestone will be in Town in early September to assess landfill and meet with Council.

h) Recreation

- Regular programming closed for ten days.
- Fitness center remains status quo until further restrictions are put into place by GNWT.

**6. Committee Reports**

a) Economic Development and Tourism Committee Draft Minutes

- Working group has been formed for Economic Development Conference Planning.

**7. Minutes**

a) Special Council Meeting #21-21 Draft Minutes

Resolution

- Councillor Bernard noted he was travelling not working as noted in the minutes.

**'Be it resolved that the Minutes for the Special Council Meeting, dated August 9<sup>th</sup>, 2021 are hereby adopted.'**

**Motion: No. 21-22-02**

**Moved by: Councillor Wever**

**Seconded by: Councillor Smith**

**Motion Carried Unanimously**

b) Committee of the Whole Meeting #21-07 Draft Minutes

Resolution

**'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated August 9<sup>th</sup>, 2021 are hereby adopted.'**

**Motion: No. 21-22-03**

**Moved by: Councillor Smith**

**Seconded by: Councillor Wever**

**Motion Carried Unanimously**

**8. Old Business**

a) Landfill By Law

Information/Discussion

- Cover Letter
- Draft By Law
- Public Comments
- Operations and Maintenance Manual
- Interim and Closure Reclamation Plan
- Hazardous Waste Plan

- Council will meet with Milestone in September to discuss further.
- Council would like to invite Doug Whiteman to the meeting with Milestone.

- Councillor Audet would like tipping and disposal fees removed from the by law.

**9. New Business**

- a) Request for Proposal- Storm Sewer and Catch Basins Update
- Draft RFP forthcoming which will go out to both major contractors in town for equal chance to bid.
- b) Request for Proposal- Pool Resolution
- a. Resolution from Committee of the Whole #21-07

**'Be it resolved that the Council of the Town of Norman Wells hereby direct staff to put out an RFP for work on the pool for the fall of 2021 in order to open the facility in spring of 2022 as per discussions at Committee of the Whole.'**

**Motion: No. 21-22-05**  
**Moved by: Councillor Wever**  
**Seconded by: Councillor Smith** **Motion Carried Unanimously**

- Mayor Pope questioned if it is fiscally possible this year to put out an RFP to begin phase two of the Cotourierre lot clean up. Councillor Audet declared a conflict of interest and left the room at 7:51pm.
- The SAO noted that the second phase of the clean up project requires a partnership with an environmental company.
- This request will be left with the SAO and finance manager to bring forward.

- c) Appointment of Returning Officer Resolution
- The only application received for the Returning Officer Job Posting was from Peter Taylor.

**'Be it resolved that the Council of the Town of Norman Wells hereby appoint Peter Taylor as the Returning Officer and Registrar for the 2021 Municipal Election.'**

**Motion: No. 21-22-06**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Wever** **Motion Carried Unanimously**

- d) Development Permit Application- Placement of Sea Can Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby approves the development permit application attached for the purpose of storage on lot 1-10&1-11 plan 1058.'**

**Motion: No. 21-22-07**  
**Moved by: Councillor Wever**  
**Seconded by: Councillor Smith** **Motion Carried Unanimously**

- e) Disposal By Law #21-12 First Reading Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives first reading to disposal by law #21-12.'**

**Motion: No. 21-22-08**  
**Moved by: Councillor Wever**  
**Seconded by: Councillor Smith** **Motion Carried Unanimously**

- f) Disposal By Law #21-12 Second Reading Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives second reading to disposal by law #21-12.'**

**Motion: No. 21-22-09**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Wever** **Motion Carried Unanimously**

- g) Disposal By Law #21-12 Third Reading Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives third reading to disposal by law #21-12.'**

**Motion: No. 21-22-10**  
**Moved by: Councillor Smith**  
**Seconded by: Councillor Wever** **Motion Carried Unanimously**

7:59pm Councillor Audet returned to Council Chambers.

- h) Repeal of the following By Laws: Resolution
- a. By Law #07-41 Energy Distribution Fund
  - b. Repeal of By Law #01-19 Reunion Committee Fund
  - c. Repeal of Environmental Reserve Fund
  - d. Repeal of Natural Gas Reserve Fund
  - e. Repeal of Quarry Restoration Reserve Fund

- Reserve funds are being repealed to create new ones that suit the Town's current needs.

**'Be it resolved that the Council of the Town of Norman Wells hereby repeals the following by laws: Energy Distribution Fund, Reunion Committee Fund, Environmental Reserve Fund, Natural Gas Reserve Fund, and Quarry Restoration Reserve Fund.'**

**Motion: No. 21-22-11**

**Moved by: Councillor Wever**

**Seconded by: Councillor Smith**

**Motion Carried Unanimously**

- i) Disposal By Law #21-13 First Reading Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives first reading to disposal by law #21-13.'**

**Motion: No. 21-22-12**

**Moved by: Councillor Wever**

**Seconded by: Councillor Smith**

**Motion Carried Unanimously**

- j) Disposal By Law #21-13 Second Reading Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives second reading to disposal by law #21-13.'**

**Motion: No. 21-22-13**

**Moved by: Councillor Wever**

**Seconded by: Councillor Smith**

**Motion Carried Unanimously**

- k) Disposal By Law #21-13 Third Reading Resolution

**'Be it resolved that the Council of the Town of Norman Wells hereby gives third reading to disposal by law #21-13.'**

**Motion: No. 21-22-14**

**Moved by: Councillor Wever**

**Seconded by: Councillor Smith**

**Motion Carried Unanimously**

- l) Request for Donation Discussion

- Usual donation is \$500. Council agreed that they would like to donate \$1000.

## 10. Council Forum

Councillor Smith- none.

Councillor Audet- none.

Councillor Boyle- questioned why the mud bog event had not been cancelled due to Covid. The SAO noted that this was a private event, and the Town was not notified until Sunday morning that there were positive covid cases in town.

Councillor Bernard- asked if there was anything in place to welcome newcomers to town (teachers). Deputy Mayor Peachey suggested handing this off to the Economic Development and Tourism Committee for discussion. He also asked for a status update on the teleconference equipment. Kayla will get an update from Rob and pass the information on to Council.

Mayor Pope- would like to follow up with MACA regarding hunters travelling through Town. The SAO will bring up at the EMO meeting in the morning.

Deputy Mayor Peachey- none.

## 11. Correspondence to Council

- a) Joseph Howard
- b) Request for Personal Information
  - a. Access to Information and Protection of Privacy Act

## 12. Correspondence from Council

## 13. Adjourn 8:25pm moved by Councillor Smith.



Frank Pope, Mayor



Cathy Clarke, SAO