

**Town of Norman Wells
Minutes
Regular Council Meeting #22-03
Tuesday, February 1, 2022 7:00pm
Council Chambers and Microsoft Teams**

Present:	Frank Pope Alexis Peachey Trevor Smith David Wever	Mayor Councillor Councillor- Microsoft Teams Councillor
Staff:	Cathy Clarke Karen Boudreau Carl Ceder Myles Erb Jaime Kearsey Mkhabela Masuku Gary Mickalyk Lucas Nadeau Hugo Pabke Brandon Scott Kayla Turner	Senior Administrative Officer Finance Manager Economic Development Tourism Officer Recreation Director By Law Officer Development Officer Public Works Manager Public Works Foreman Utilities Manager Fire Chief Governance and Community Engagement Manager
Guests:	Constable Sean Thompson Chris Chivers- Microsoft teams	RCMP
Regrets:	Pascal Audet Kelly McCoy Kacee Hunter	Deputy Mayor (work commitment) Councillor (illness) Councillor

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

2. Declaration of Conflict of Interest

- Councillor Smith Item 8a.

3. Review and Adoption of Agenda

Resolution

- Remove item 6b.
- Postpone item 9e as not all members of Council are in attendance.

'Be it resolved that the Agenda for the Regular Council Meeting, dated February 1, 2022 is hereby adopted as amended.'

Motion: No. 22-03-01

Moved by: Councillor Wever

Seconded by: Councillor Peachey

Motion Carried Unanimously

4. Delegation

a) RCMP Monthly Report

- In December the detachment participated in Operation Gingerbread which is a nation-wide program which promotes education for safer roads. 9 check stops were held, and 32 vehicles were stopped. The campaign was a success over all.
- There were 34 calls for service in the month of December. One notable occurrence was a break and enter of a local business. The department used the opportunity to educate other local businesses on crime prevention methods.
- 25% increase in call volume from 2020-21 which is likely due to a change over in staff and different coding methods as well as the covid outbreak in town in 2021.
- Cpl. Whynot helped deliver gifts on December 24, 2021.
- Highlights from January include New Years Eve which was busy and the department was able to get an impaired driver off of the road.
- Councillor Wever asked if the department is given enough support given that they are responding to medical calls such as suicide attempts. Cst. Thompson responded that the department only has so much training and they are not mental health professionals, they are working closely with the health center and there are different support programs offered to the RCMP.

- Mayor Pope asked about JP Court. Cst. Thompson responded that JP court has been pushed back and the next sitting will be March 9, 2022.
- Mayor Pope commented that it is great to see the department's interaction with the community.

5. Departmental Reports

a) Town Manager

- Staff have been countering misinformation with facts and positive information which has been well received by the community.
- The Town Manager will be presenting committee chairs recognizing the role of staff on the committees. She will also be reiterating the format our minutes as well as questions that are appropriate to ask staff.

b) Finance

- The Finance Manager has applied for approximately \$2.1 million dollars to come back from gas tax for projects that have been paid out of cash flow.
- Audit preparations will start in February.

c) Fire Department

- Training as been identified as a major concern in the department. Getting the crew up to 1001 standard is a goal that the department has set to achieve.
- Ross potter has been working with the department to address current issues such as training equipment maintenance etc. Ross is a certified instructor and will be able to help lead the department in the right direction.
- The department Donated Smoke alarms to the communities of Tulita and Fort Good Hope.
- The Fire Chief asked Council their opinions on donating the old jaws of life off of the old pumper to a community such as Tulita as the department will not be needing them on the new truck. Council agreed to donate equipment that the department no longer needs to a community in the region.
- No calls for service over the past month.
- 1 new member has been added to the roster. Membership now stands at 14 including the Fire Chief.

d) By-Law

- The By Law Officer has been speaking with the vet. Low income families will still be able to receive care for their pets for a donation instead of paying full price. So far there are 3 families on the list for donations.
- There are plans to further educate the community as to why the by law officer does not provide rabies or euthanasia shots.
- Councillor Wever thanked Jaime for attending a Town Planning and Land Use Committee meeting where she answered many questions the committee had.

e) Governance & Community Engagement

- Assisting with transition of the new Economic Development and Tourism officer as the administrative support role for the Economic Development and Tourism Committee.
- Assisting with Advancement of Equity and Inclusion Committee book club.
- Ongoing by law revisions.

f) Lands

- Zoning by law and community plan education videos are being shared with the community over the next few weeks.
- Preparing for tax auction which is scheduled for February 21, 2022. So far, there has been quite a bit of community interest in the tax auction.
- Councillor Wever thanked all participants who helped produce the by law education videos.

g) Public Works

- The digital screen will be arriving in town on Manitoulin's first truck.
- The first half of the landfill building will be here soon and the second half will be arriving around the 15th of February.
- Continued work with engineers on projects including the landfill expansion, drainage project, and chip seal project.
- Councillor Smith asked how the community is reacting to staff at the landfill. Gary responded that there are some sour apples but for the most part staff have had no issues. When the landfill is monitored, it only needs to be pushed approximately every two weeks.

h) Recreation

- Recreation facilities are now open again after being closed for a period of time as per GNWT Gatherings Order.
- The department had success running their virtual programs during the facility closures.

- There was a freeze up at the community hall over the holidays. Some procedures have been put in place to prevent that from happening again. Alarm systems have been purchased for buildings and they will send a notification to alert staff if there are any issues.

i) Utilities

- Continued sampling for covid wastewater detection.
- Continued meetings with AWI in preparation for the tube settler replacement project this year.
- Staff replaced all chemical piping with an aluminum sulfate injection system at the water treatment plant.
- Snow clearing around utilities infrastructure.
- Completed annual chemical sampling of raw and treated water as required by environmental health.

j) Economic Development & Tourism

- Met with CanNor to discuss how we can work together and the status of our grant and what would make the grant application successful
- Met with Sathu Business Development Centre to discuss how the town and them can work together on economic development initiatives
- Met with ITI to discuss opportunities of support and grant programs for the town and what is relevant at the GNWT regarding tourism and economic development
- Followed up on the delayed grant funding request with CanNor, new update by end of January instead of mid-January.
- Worked with the conference planning group to define why we are doing the conference and which audience we plan on bringing in.
- Researched ideas for the conference
- Worked on an updated budget and plan for the conference
- Drafted letters of support for the conference

6. **Committee Reports**

a) Advancement of Equity and Inclusion Committee Draft Minutes

- The book club has had an overwhelming response in the community.
- Antoine Mountain will be joining the book club meeting virtually on February 21, 2022.
- See minutes posted on town website,

b) Economic Development and Tourism Committee Draft Minutes

- Item removed.

c) Working Group- Economic Development Conference Planning Draft Minutes

- Continued work on conference planning.
- See minutes posted on town website.

d) Town Planning and Land Use Committee Draft Minutes

- Correct spelling of last names.
- See minutes posted on town website.

e) Recreation Committee Draft Minutes

- No discussion.
- See minutes posted on town website.

7. **Minutes**

a) Special Council Meeting #21-35 Draft Minutes

Resolution

'Be it resolved that the Minutes for the Special Council Meeting, dated December 14, 2021 are hereby adopted.'

Motion: No. 22-03-02

Moved by: Councillor Peachey

Seconded by: Councillor Wever

Motion Carried Unanimously

b) Special Council Meeting #22-01 Draft Minutes

Resolution

'Be it resolved that the Minutes for the Special Council Meeting, dated January 11, 2022 are hereby adopted.'

Motion: No. 22-03-03
Moved by: Councillor Wever
Seconded by: Councillor Peachey

Motion Carried Unanimously

c) Committee of the Whole #22-01 Draft Minutes

Resolution

'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated January 26, 2022 are hereby adopted.'

Motion: No. 22-03-04
Moved by: Councillor Peachey
Seconded by: Councillor Wever

Motion Carried Unanimously

8. Old Business

Councillor Smith declared a conflict of interest on item 8a time being 7:41pm.

a) Marten Avenue Housing Project

Update/Discussion

- The three homes being built by the Housing Corporation on Marten Avenue are not in compliance with the current Zoning By Law- this has been an ongoing issue.
- The Town will no longer be communicating with Ms. Michelle Davies as the interactions with her have been less than professional.
- Tank access and design issues will be put in writing and must be resolved before occupancy is granted.

9. New Business

Councillor Smith returned time being 7:48pm.

a) Appointment of Recreation Committee Co-Chair

Resolution/Discussion

'Be it resolved that the Council of the Town of Norman Wells hereby accepts the Mayor's recommendation to appoint Councillor Alexis Peachey as Co-Chair of the Recreation Committee.'

Motion: No. 22-03-05
Moved by: Councillor Smith
Seconded by: Councillor Wever

Motion Carried Unanimously

b) Appointment of Advancement of Equity and Inclusion Member

Resolution/Discussion

'Be it resolved that the Council of the Town of Norman Wells hereby appoints Melanie Harding as a member of the Advancement of Equity and Inclusion Committee.'

Motion: No. 22-03-06
Moved by: Councillor Peachey
Seconded by: Councillor Wever

Motion Carried Unanimously

c) Economic Development and Tourism Committee By Law First Reading

Resolution/Discussion

'Be it resolved that the Council of the Town of Norman Wells hereby gives first reading to Economic Development and Tourism Committee By Law #22-01.'

Motion: No. 22-03-07
Moved by: Councillor Wever
Seconded by: Councillor Peachey

Motion Carried Unanimously

d) Economic Development and Tourism Committee By Law Second Reading

Resolution/Discussion

- Councillor Wever suggested changing "the Committee *should* include.." to "the Committee *may* include.."

'Be it resolved that the Council of the Town of Norman Wells hereby gives second reading to Economic Development and Tourism Committee By Law #22-01.'

Motion: No. 22-03-08
Moved by: Councillor Wever
Seconded by: Councillor Peachey

Motion Carried Unanimously

Item 9e removed as all of Council was not in attendance for meeting

'Be it resolved that the Council of the Town of Norman Wells hereby gives third reading to Economic Development and Tourism Committee By Law #22-01.'

Motion: No. 22-03-09

Moved by: _____

Seconded by: _____

Motion Carried/Motion Defeated

f) Authorization to Transfer Funds

Resolution/Discussion

a. Transfer from CPIF to Operations

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Finance Manager to Transfer \$691,732.00 from CPIF to the operating account for approved expenses and capital projects claimed through CPIF up to September 30, 2021.'

Motion: No. 22-03-10

Moved by: Councillor Wever

Seconded by: Councillor Peachey

Motion Carried Unanimously

b. Transfer from Gas Tax to Operations

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Finance Manager to Transfer \$641,536.00 from Gas tax to the operating account for approved expenses and capital projects claimed through Gas Tax up to September 30, 2021.'

Motion: No. 22-03-11

Moved by: Councillor Wever

Seconded by: Councillor Peachey

Motion Carried Unanimously

g) Appointment of Economic Development Tourism Officer

Resolution/Discussion

'Be it resolved that the Council of the Town of Norman Wells hereby appoints Carl Ceder as the Economic Development Tourism Officer for the Town of Norman Wells effective January 2022.'

Motion: No. 22-03-12

Moved by: Councillor Peachey

Seconded by: Councillor Wever

Motion Carried Unanimously

h) Appointment of Fire Chief

Resolution/Discussion

'Be it resolved that the Council of the Town of Norman Wells hereby appoints Brandon Scott as the Fire Chief for the Town of Norman Wells effective January 2022.'

Motion: No. 22-03-13

Moved by: Councillor Peachey

Seconded by: Councillor Wever

Motion Carried Unanimously

i) Authorization for Additional Spend- New Fire Truck

Resolution/Discussion

- Some items were overlooked during the initial design phase of the fire truck.
- The money for the additional spend will come out of CPI funding.

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the additional spend for the purchase of the new fire apparatus for \$34,358.'

Motion: No. 22-03-14

Moved by: Councillor Peachey

Seconded by: Councillor Wever

Motion Carried Unanimously

10. Council Forum

Councillor Smith: Blue garbage bins require snow clearing.
Councillor Peachey: none.

Councillor Wever: stated the Regional Wellness Council is lacking members. He suggested all Committee Chairs send out a note to committee members informing them of the Regional Wellness Council as they may want to partake (meetings are paid). Councillor Wever also suggested the SAO consider allowing staff to allocate time if they would like to join in meetings. Mayor Pope: informed Council that the NWTAC AGM has been moved to June 2022. He asked Council to get their names into the SAO as soon as possible if they would like to participate in the AGM. Mayor Pope also thanked Council, staff and committee members for the work being turned out by committees.

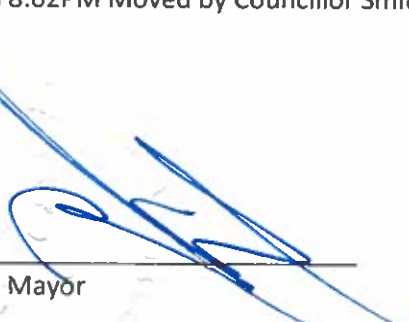
11. Correspondence to Council

a) Northwest Tel Correspondence


- Council would like to proceed with a letter of support to Northwest Tel.

12. Correspondence from Council

13. Adjourn 8:02PM Moved by Councillor Smith.



Frank Pope, Mayor



Cathy Clarke, SAO