

**Town of Norman Wells
Minutes
Regular Council Meeting #22-07
Tuesday, April 5th, 2022, 7:00pm
Council Chambers and Microsoft Teams**

Present:	Frank Pope Pascal Audet Kacee Hunter Alexis Peachey Trevor Smith David Wever	Mayor Deputy Mayor Councillor (Phone) Councillor Councillor Councillor
Staff:	Cathy Clarke Karen Boudreau Myles Erb Mkhabela Masuku Gary Mickalyk Lucas Nadeau Hugo Pabke Kayla Turner	Senior Administrative Officer Finance Manager Recreation Manager Development Officer Public Works Manager Public Works Foreman Utilities Manager Governance and Community Engagement Manager
Regrets:	Kelly McCoy	Councillor

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

2. Declaration of Conflict of Interest

- Councillor Audet- Item 6a.

3. Review and Adoption of Agenda

Resolution

REMOVE: Delegation Melanie Harding, reschedule to April 19, 2022.

REMOVE: SAO Contract renewal: already passed in previous minutes.

‘Be it resolved that the Agenda for the Regular Council Meeting, dated April 5th, 2022 is hereby adopted as amended.’

Motion: No. 22-07-01

Moved by: Councillor Peachey

Seconded by: Councillor Wever

Motion Carried Unanimously

4. Delegation

a) Melanie Harding- Removed from Agenda.

- a. Address to Council re: Childcare/Daycare Solutions Update

5. Minutes

a) Regular Council Meeting #22-06 Draft Minutes

Resolution

‘Be it resolved that the Minutes for the Regular Council Meeting, dated March 15, 2022 are hereby adopted.’

Motion: No. 22-07-02

Moved by: Councillor Smith

Seconded by: Councillor Wever

Motion Carried Unanimously

b) Committee of the Whole #22-05 Draft Minutes

Resolution

- Spelling correction: Rick Muiers.

‘Be it resolved that the Minutes for the Committee of the Whole Meeting, dated March 23, 2022 are hereby adopted.’

Motion: No. 22-07-03

Moved by: Councillor Peachey

Seconded by: Councillor Wever

Motion Carried Unanimously

6. Old Business

Councillor Audet left the room time being 7:02PM.

a) Tire Chains and Chip Seal by Law First Reading

Discussion/Resolution

- a. Engineers Report
- b. Letter from local business

- Council agreed with the report presented to Council from John Clarke (Engineer). They agreed it is important to protect the chipseal from unnecessary damage.
- Councillor Hunter recommended a permit exemption process similar to the current by law (section 2 shall not apply to equipment or vehicles being utilized in the provision municipal services for the Town of Norman Wells as authorized by the Town Manager or their designate).

'Be it resolved that the Council of the Town of Norman Wells hereby gives first reading to Tire Chains and Chipseal By Law #22-04.'

Motion: No. 22-07-04

Moved by: Councillor Peachey

Seconded by: Councillor Weber

Motion Carried Unanimously

Councillor Audet returned to the room time being 7:06PM.

7. New Business

a) **Senior Administrative Officer Contract Renewal- Removed from Agenda.**

Resolution

Resolution #1: 'Be it resolved that the Council of the Town of Norman Wells hereby approves the amendment to Ms. Cathy Clarke's rate of pay between January 1, 2022 to February 28, 2022.'

Motion: 22-07-05

Moved By: _____

Seconded By: _____

Motion Carried/Motion Defeated

Resolution #2: 'Be it resolved that the Council of the Town of Norman Wells hereby approves the Employment Agreement between Ms. Cathy Clarke and the Town of Norman Wells commencing March 1, 2022 continued until March 1, 2023 with amended 7.1a.'

Motion: 22-07-06

Moved By: _____

Seconded By: _____

Motion Carried/Motion Defeated

b) Town of Norman Wells Economic Development Week

Discussion/Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby proclaim May 9-13th, 2022 as Economic Development Week in Norman Wells.'

Motion: 22-07-07

Moved By: Councillor Peachey

Seconded By: Councillor Weber

Motion Carried Unanimously

c) Community Gathering Area

Discussion

- Staff is awaiting reports from Imperial Oil's Environmental team regarding the Abandoned A-45 X Pumpjack on lot 345.

d) Economic Development Committee- Appointment of New Member

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby appoints Jenel Brown as a member of the Economic Development and Tourism Committee.'

Motion: 22-07-08

Moved By: Councillor Smith

Seconded By: Councillor Weber

Motion Carried Unanimously

e) Town Planning and Land Use Committee- Appointment of New Member

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby appoints Jeff Walker as a member of the Town Planning and Land Use Committee.'

Motion: 22-07-09

Moved By: Councillor Weber

- Councillor Smith asked why the contribution agreement is only until December. The SAO will look into this and report back.

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes Mayor Frank Pope to enter into a contribution agreement with MACA for Water and Sewer Services Funding commencing on April 1st, 2022. The GNWT shall pay the total of nine hundred and ninety-seven thousand dollars (\$997,000) in accordance with the schedule attached.'

Motion: 22-07-12

Moved By: Councillor Peachey

Seconded By: Councillor Wever

Motion Carried Unanimously

k) Contribution Agreement- Operations and Maintenance

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes Mayor Frank Pope to enter into a contribution agreement with MACA for Operations and Maintenance Funding commencing on April 1st, 2022. The GNWT shall pay the total of one million one hundred and seventy-one thousand dollars (\$1, 171, 000) in accordance with the schedule attached.'

Motion: 22-07-13

Moved By: Councillor Smith

Seconded By: Councillor Peachey

Motion Carried Unanimously

l) Contribution Agreement- Community Public Infrastructure

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes Mayor Frank Pope to enter into a contribution agreement with MACA for Community Public Infrastructure Funding. The GNWT shall pay the total of one million one hundred and seventy-two thousand dollars (\$1,272, 000) as soon as practicable upon signing of the attached agreement.'

Motion: 22-07-14

Moved By: Councillor Peachey

Seconded By: Councillor Wever

Motion Carried Unanimously

m) Economic Update

Discussion

- See notes under item 7i.

8. Council Forum

Councillor Hunter provided an update regarding a recent meeting he had with NWT Housing. He asked Council's thoughts on moving forward with a Community Housing Plan (\$70k funding available). Councillor Wever suggested bringing to a committee of the whole meeting for further discussion.

Councillor Smith: none.

Councillor Audet: inquired about elder's assistance for utility bills. The Finance manager noted we do not subsidize however anyone who comes in and sets up a payment plan will not incur excess fees on their bill. Councillor Audet also inquired about vehicles purchased for the Town which were included in the 2022 budget. The SAO responded that vehicles are on order through Kingsland Ford, and the admin vehicle will be shipped up on the barge in early summer. Councillor Audet also suggested further researching electric vehicles.

Councillor Wever thanked the Volunteer Fire Department for their response to the fire on Sahcho Ave. He suggested writing a letter to housing as this is the third log house that has burned down in recent years.

Councillor Peachey suggested writing a letter to the NWT Power Corporation asking for an explanation for their fee increase.

Mayor Pope informed Council that he will be away for the Aril 19, 2022 Council meeting. He also noted with the increase of Covid-19 cases that the Town may want to inquire about leasing the Esso homes again.

9. Correspondence to Council

a) Letter from MACA re: Community Visit

Information/Discussion

- Council directed administration to send a follow up letter further clarifying Council's request for Covid funding for 2021.

10. Correspondence from Council

7:55PM Mayor Frank Pope called for a short recess.

Seconded By: Councillor Peachey

Motion Carried Unanimously

f) Advancement of Equity and Inclusion Committee- Appointment of New Member Resolution

‘Be it resolved that the Council of the Town of Norman Wells hereby appoints Sydney Pope as a member of the Advancement of Equity and Inclusion Committee.’

Motion: 22-07-10

Moved By: Councillor Peachey

Seconded By: Councillor Smith

Motion Carried Unanimously

g) Daycare Update/Discussion

- The Recreation Manager provided an update to Council regarding the most practicable way to start up a day care in Norman Wells.
- For the best chance at success , someone needs to start a non profit organization for which the Town will provide a leadership role.
- Myles will be in touch with an early childhood development Officer for further information on daycare centre requirements and building codes.
- Ideas for use of daycare building include “quality of life support centre” which would include daycare, food pantry, potential animal welfare site, and tutoring centre among other potential programs. A multi-use building helps open the door to more grant funding.
- Councillor Audet suggested establishing a budget of what is required for the building.
- Councillor Wever suggested Council begin engaging with the territorial government to see how they will be rolling out the funds for daycare.
- Mayor Pope would like to send a letter of intent to apply for one or two Imperial Homes which will be going up for sale.
- Councillor Hunter:

‘Be it resolved that the Council of the Town of Norman Wells hereby move to upgrade the existing day care facility to licensed daycare standards for the purposes of encouraging a user group to operate the facility as a licensed daycare’

Moved by: Councillor Hunter

Seconded by: Councillor Wever

Motion Defeated with 5 against and 1 in favor

- Council would like to wait for a proper building condition assessment before committing funds to the old daycare building.
- Council directed staff to have a formal assessment done on the building.

h) Landfill Update Update/Discussion

- The new building has been moved to the landfill and is a self-sufficient unit.
- John Clarke and Milestone will be finalizing the RFP for the Landfill expansion project within the next two weeks.
- The RFP will be put out in phases with one and two being awarded to the same contractor. Materials will be included.
- Phases one and two will be completed over two years in order to cash flow the project.
- Phase one will include repairing the fence as per the Sahtu Land and Water Board. An electric fence will also be installed to keep wildlife out of the Landfill.

i) Utilities Arrears Discussion/Resolution

- The Finance Manager reported great success with the utilities arrears campaign. Payment plans have helped clean up the arrears list significantly. This will be kept on top of monthly by the Finance department.
- As the community is facing up to 30% inflation, the SAO informed council that departments and individuals have been put on strict gas budgets .
- The capital plan will be brought forward for amendment soon due to the increase of cost of goods and transportation.
- The Finance manager informed council that finance and public works are investigating the possibility of purchasing bulk fuel tanks.

‘Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Senior Administrative Officer to publish a list of past due utilities accounts (Over 90 days without signed payment plan).’

Motion: 22-07-11

Moved By: Councillor Wever

Seconded By: Councillor Smith

Motion Carried Unanimously

j) Contribution Agreement- Water and Sewer Services Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby go in camera the time being 7:57PM.'

Motion: 22-07-15
Moved By: Councillor Peachey
Seconded By: Councillor Wever

Motion Carried Unanimously

'Be it resolved that the Council of the Town of Norman Wells hereby leave in camera the time being 8:30PM.'

Motion: 22-07-16
Moved By: Councillor Wever
Seconded By: Councillor Smith

Motion Carried Unanimously

a) Legal Update

12. Adjourn 8:31pm Moved by Councillor Smith



Frank Pope, Mayor


Cathy Clarke, SAO

