

**Town of Norman Wells
Minutes
Regular Council Meeting #22-13
Tuesday, June 7th, 2022, 7:00pm
Council Chambers and Microsoft Teams**

Present: Frank Pope Mayor
Pascal Audet Deputy Mayor
Kelly McCoy Councillor
Alexis Peachey Councillor- Microsoft Teams
Trevor Smith Councillor
David Wever Councillor

Staff: Karen Boudreau Acting Senior Administrative Officer
Carl Ceder Economic Development Tourism Officer
Myles Erb Recreation Manager – Microsoft Teams
Mkhabela Masuku Development Officer
Hugo Pabke Utilities Manager
Kayla Turner Governance and Community Engagement Manager
Brandon Scott Fire Chief
Lucas Nadeau Public Works Manager

Guests: Cindy Collier
Chris Chivers- Microsoft Teams
Constantine Simpson- Microsoft Teams
Bill Pratt- Microsoft Teams
Cpl. Christopher Whynot, RCMP

Regrets: Kacee Hunter Councillor (Work Commitment)

1. Call to Order/Roll Call

The Meeting was called to Order at 7:00PM

2. Declaration of Conflict of Interest

- a. Councillor Audet declared conflict on Agenda item 8b: Tire Chains and Chip Seal By-Law Third Reading.

3. Review and Adoption of Agenda

Resolution

'Be it resolved that the Agenda for the Regular Council Meeting, dated June 7th, 2022 is hereby adopted.'

Motion: No. 22-13-01

Moved by: Councillor Smith

Seconded by: Councillor Wever

Motion Carried Unanimously

Discussion included removal of item 13: In Camera: Legal

4. Delegation

a) RCMP Monthly Report

Cpl. Christopher Whynot of the Norman Wells RCMP Detachment went over the highlights of April and May's submitted reports to include community involvement, calls for service, ongoing great relationship with local Fire Department and North-Wright Air and positive decisions by members regarding staffing into 2023. Council is very appreciative of the great work and hopes to see River Patrols by the RCMP this summer.

5. Departmental Reports

a) Town Manager

b) Finance

All banks are reconciled to date, Town of Norman Wells has begun water shut-offs for delinquent accounts and it is going well. Current federal funding claim from ICIP is \$566,000.00 for the drainage project.

c) Fire Department

Delivery date for the new fire truck is a moving target, working on hooking up the stationary backup generator at the Fire Hall. Currently 17 members, but with key members out of Town; Certificate training to re-start soon. Contacted High School Graduates to do a wash and detail of the Fire Trucks for a monetary donation from the Firefighters Association to their Graduation Ceremony. Training meetings are now every 2 weeks to cut back on honoraria costs as the quality of training is what is important rather than the quantity. With Ross Potter leading Training Efforts, the quality of training and participation has skyrocketed.

d) By-Law

The Dangerous Dog issue has been dealt with confidentially. Fire Chief is covering off on By-Law while Officer is out on bereavement. Currently working on a property standards competition in which prizes will be won for the most improved properties. The Town of Norman Wells would like to acknowledge HRN Contracting for grading the lower Jackfish Road free of charge for the community.

e) Governance & Community Engagement

f) Lands

Housing Corporations Martin project is working to finalize access issues. Will turn on the water once full compliance is reached. The Town of Norman Wells is making one change to the Mountain Avens Award this year; the addition of a trophy of plaque housed in the Town Office with the winner's name and year.

g) Public Works

2022 Spring Cleanup was a success, 23 residents took advantage of Public Works vehicle with trailer to get rid of large disposables (IE: Freezers, Dryers, etc.). Current capital projects are on track with the Engineer due back on June 20th. Half of the landfill cells have been cleaned with follow up on the rest set for next week.

h) Recreation

i) Utilities

Utilities staff did not have to put in the Emergency Pump. Cold weather poses risks to shutting down portions of the water main for repairs to valves and pipe sections. Water Plant underwent a difficult May, often requiring 24-hour coverage of the water plant to mitigate turbidity issues. Bad break up causes many spiking changes in water quality.

j) Economic Development and Tourism

6. Committee Reports

a) Town Planning and Land Use Committee Draft Minutes

7. Minutes

a) Special Council Meeting #22-11 Draft Minutes

Resolution

'Be it resolved that the Minutes for the Special Council Meeting, dated May 24th, 2022 are hereby adopted.'

Motion: No. 22-13-02

Moved by: Councillor Smith

Seconded by: Councillor McCoy

Motion Carried Unanimously

b) Committee of the Whole #22-07 Draft Minutes

Resolution

'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated May 25th, 2022 are hereby adopted.'

Motion: No. 22-13-03

Moved by: Councillor Wever

Seconded by: Councillor Smith

Motion Carried Unanimously

c) Special Council Meeting #22-12 Draft Minutes

Resolution

'Be it resolved that the Minutes for the Special Council Meeting, dated May 31st, 2022 are hereby adopted.'

Motion: No. 22-13-04

Moved by: Councillor Wever

Seconded by: Councillor Smith

Motion Carried Unanimously

8. Old Business

a) Appointment- Director of Protective Services

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby appoints Brandon Scott as Director of Protective Services.'

Motion: No. 22-13-05

Moved by: Councillor Smith

Seconded by: Councillor Wever

Motion Carried Unanimously

Deputy Mayor Audet left the Council Chambers at 7:38PM

b) Tire Chains and Chip Seal By Law Third Reading

Discussion/Resolution

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

Motion: No. 22-13-06
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried Unanimously

Deputy Mayor Audet returned to Council Chambers at 7:40PM

9. New Business

a) Board of Appeals- Appointment of Members

Discussion/Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby appoints Alexis Peachey and Kylie Frank as members of the Board of Appeals.'

Motion: No. 22-13-07
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried Unanimously

Discussion included the need for one more member.

b) Draft Dash Camera Policy

Discussion/Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby approves the dash camera policy as attached.'

Motion: No. 22-13-08
Moved by: Councillor Smith
Seconded by: Councillor McCoy

Motion Carried Unanimously

Council agreed the Policy is fair and equitable, and will assist in protecting staff.

c) Capital Plan Amendment

Discussion/Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby approves the capital plan amendments as attached.'

Motion: No. 22-13-09
Moved by: Councillor McCoy
Seconded by: Councillor Wever

Motion Carried Unanimously

d) Resolution to Transfer Funds

Discussion/Resolution

a. Canada Public Infrastructure Funding to Operations

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Finance Manager to transfer \$155,881.10 from the Canada Public Infrastructure fund to the General Operating Account.'

Motion: No. 22-13-10
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried Unanimously

b. Gas Tax to Operations

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Finance Manager to transfer \$418, 178.01 from Gas Tax Funding to the General Operating Account.'

Motion: No. 22-13-11
Moved by: Councillor Smith
Seconded by: Councillor McCoy

Motion Carried Unanimously

c. General Reserves to Operations

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Finance Manager to transfer \$400,000 from General Reserves to the General Operating Account.'

Motion: No. 22-13-12
Moved by: Councillor Wever
Seconded by: Councillor Smith

Motion Carried Unanimously

e) Capital Projects Update

Update/Discussion

10. Council Forum

Councillor Peachey – FCM Conference went well, attended lots of presentations and workshops and have many notes to share upon my return.

Councillor McCoy – Nothing at this time.

Councillor Wever – Nothing at this time.

Deputy Mayor Audet – requested watering the roads until chip-sealed for dust control, especially in front of residential areas and for safety.

Councillor Smith - Requested sweeping of the roads to commence – the Public Works Manager assured Council the sweeping would be starting soon as well as repair to potholes and cracks prior to chip-seal.

Mayor Pope – the Sign is up and it has great quality – thank you Stan. Citizen of the year is on the horizon – don't forget to vote. FCM went well with discussions on housing, transit, climate change and received contacts key spokespeople.

11. Correspondence to Council

- a) Request to Intervene (NTPC)

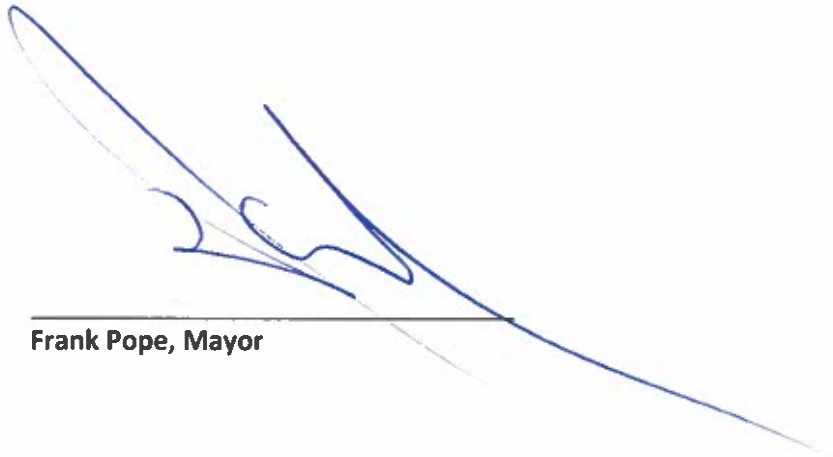
12. Correspondence from Council

13. In Camera

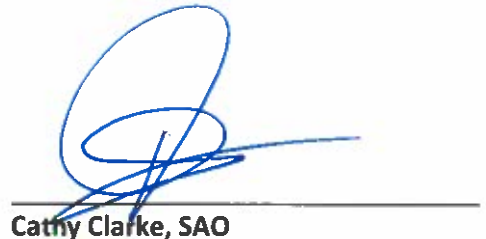
- a) Legal – was removed as per item 3.

14. Adjourn

Motion to Adjourn moved by Councillor Smith, seconded by Councillor McCoy made at 7:55PM



Frank Pope, Mayor



Cathy Clarke, SAO

