

**Minutes**  
**Special Committee of the Whole #22-08**  
**October 5, 2022 @ 12:00PM**  
**Council Chambers and Microsoft Teams**

---

Present:	Frank Pope	Mayor
	Pascal Audet	Deputy Mayor- Chair
	Kacee Hunter	Councillor
	Kelly McCoy	Councillor
	Alexis Peachey	Councillor
	Trevor Smith	Councillor
	David Wever	Councillor
Staff:	Cathy Clarke	Senior Administrative Officer
	Karen Boudreau	Finance Manager
	Kayla Turner	Governance and Community Engagement Manager

- 1. Call to Order 12:00PM**
- 2. Declaration of Conflict of Interest**
  - None.
- 3. Review and Adoption of Agenda**
  - All in favor.
- 4. Delegation**
  - None.

3. Advocacy:
  - Review of NWTAC Resolutions
  - Cost of living impact on Town of Norman Wells and residents
  - Attraction and retention of skilled workers for Norman Wells
  - Infrastructure Funding – Climate Change Impacts
4. Council Committee Status:
  - Council Roles/Responsibilities as committee chairs
  - Staff Expectations as support to committees
  - Council’s fiduciary responsibility
  - How to maximize the role of our committees as advisory committees
  - Council’s working groups IE: Cultural Center
5. Proclamation Policy for Council Discussion
6. Body Camera / Dash Camera Policy
7. Speed Limits within Municipal Boundaries
  - Specifically, Canol Drive Residential Area
8. Seasonal Chain Off Area for tire chains.
9. Ongoing research for alternative service delivery models in all areas:
  - Daycare Provision Models
  - Food Security Models
  - Municipal Best Practices
  - Sustainable Business Models
  - Climate Change Impacts on Municipalities

---

**Minutes**  
**Special Committee of the Whole #22-08**  
**October 5, 2022 12:00PM**  
**Council Chambers and Microsoft Teams**

---

1. Financial Role of Council:
  - Planning and Budgeting
  - Revenue and Expenditure Management
  - Reporting and Oversight

- Councillor Hunter noted that he would like a line-by-line explanation of the operational budget; generally, what does the budget mean; more detail in summary. He feels this would be beneficial to see to try and find savings and will help in overall decision making.
- The Finance Manager suggested that Councillor Hunter look at the 2022 budget and highlight any lines which he would like more clarification.
- Councillor Hunter would also like Council to review funding applications.
- Councillor Peachey stated that reviewing funding applications is not apart of Councillors duties, it is the SAO's job to direct staff to see which funding is available and to apply for it.
- Councillor Hunter suggested grant applications over a certain amount (\$10,000) be sent to Council for feedback.
- The Finance Manager has met with Senior Management and a preliminary budget will be complete for the 2023 budget retreat.
- Senior Management will recommend best case scenarios to Council, who will then make the final decisions.

2. In Camera- Legal

**'Be it resolved that the Council of the Town of Norman Wells hereby go in camera time being  
 \_\_\_\_ PM'**

**Motion:            No. 22-08-01**

**Moved by:**        \_\_\_\_\_

**Seconded by:**    \_\_\_\_\_

**Motion Carried/Motion Defeated**

**'Be it resolved that the Council of the Town of Norman Wells hereby leave in camera time being  
 1:20PM'**

**Motion:            No. 22-08-02**

**Moved by:**        Councillor Wever

**Seconded by:**    Councillor McCoy

**Motion Carried Unanimously**