

**Minutes**  
**Special Committee of the Whole #22-09**  
**November 16, 2022 @ 12:00PM**  
**Council Chambers and Microsoft Teams**

---

Present:	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
	Alex Millette	Recreation Manager
	Mkhabela Masuku	Development Officer
	Kayla Turner	Governance and Community Engagement Manager
	Lucas Nadeau	Public Works Manager
	Hugo Pabke	Utilities Manager
	Brandon Scott	Fire Chief
	Carl Ceder	Economic Development Tourism Officer

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

#### 4. Delegation

#### 5. Topics

1. Definition of Types of meetings held by Council
2. Financial Role of Council:
  - Planning and Budgeting
  - Revenue and Expenditure Management
  - Reporting and Oversight
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
10. 2023 Budget

---

**Minutes**  
**Special Committee of the Whole #22-09**  
**November 16, 2022 12:00PM**  
**Council Chambers and Microsoft Teams**

---

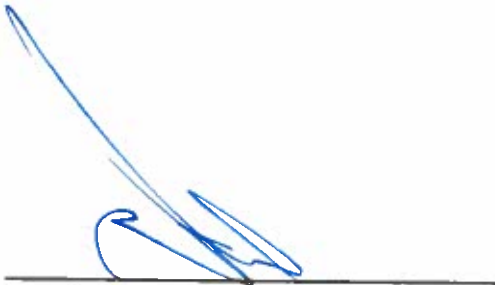
1. Council Committee Status:
  - Council Roles/Responsibilities as committee chairs
  - Staff Expectations as support to committees
  - Council's fiduciary responsibility
  - How to maximize the role of our committees as advisory committees

- Council's working groups IE: Cultural Center
  - Comprehensive issues with all committees except for Town Planning and Land Use Committee as they are legislated.
  - Changing one by law without look at the others will not solve any problems.
  - Advisory committees make recommendations to Council.
  - Councillor Audet noted that there should never be any instances where committees have put in a lot of work and Council is not aware of what is going on; this highlights the importance of reading committee minutes.
  - Councillor Wever suggested a committee of the whole meeting each year dedicated to each committee for an update.
  - Councillor Peachey suggested looking into onboarding training for new committee members.
  - Councillor Hunter suggested bringing back volunteer appreciation events.
  - Councillor Peachey responded that a volunteer appreciation event is currently being discussed.
  - Each committee by law is to be put on the committee agendas for discussion/review.
  - Quorum issue for each by law to be put on the agenda for the next regular council meeting. Further changes to be made at a later date.

## 2. 2023 Budget

- Finance department to bring forth research and recommendations regarding reserves.
- Councillor Hunter would like to commit to putting money into reserves, surveying land which would allow the Town to sell, collect property tax, and encourage investment.
- Administration will look into the cost of surveying.

Adjourn 1:09PM



**Frank Pope, Mayor**



**Cathy Clarke, SAO**

