

**Town of Norman Wells
Minutes
Regular Council Meeting #22-24
Tuesday, November 15th, 2022, 7:00pm
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
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

Regrets: Frank Pope Mayor (Medical)

Delegates: RCMP Corporal

Gallery: Chris Chivers- Microsoft Teams

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

2. Declaration of Conflict of Interest

- None noted.

3. Review and Adoption of Agenda

Resolution

'Be it resolved that the Agenda for the Regular Council Meeting, dated November 15th, 2022 is hereby adopted.'

Motion: No. 22-24-01

Moved by: Councillor Smith

Seconded by: Councillor McCoy

Motion Carried Unanimously

4. Delegation

a) RCMP Monthly Report

- Increase in firearms seizures.
- Increased prisoner intake.
- More jail guards needed.

5. Departmental Reports

a) Town Manager

b) Finance

c) Fire Department

- Live burn practice went well.
- Councillor Wever asked about the cots and blankets returned to MACA. The Fire Chief stated that the cots and blankets were originally purchased for the Fort Good Hope floods in 2020. Cots and blankets were going to be disposed of so the Town put them into storage and then utilized them for the COVID house.

d) By-Law

- Feedback received from the public engagement session for the Proposed Responsible Pet Ownership by law has been positive.

e) Governance & Community Engagement

f) Lands

- Maps project is now complete.
- The town may be able to do basic surveying as we have the equipment, and it is in excellent condition.
- Hugo and Lucas will take training in order to utilize the equipment.

g) Public Works

- Gazebo near fire training grounds has been moved to the pond by the ski cabin. The Gazebo will be enclosed with plywood, plexi glass and a wood stove will be installed.
- Councillor Audet asked if the town has any available resources to clear off the pond.
- Lucas suggested the snow blower.
- A schedule of snow clearing on the pond can be made up between public works and recreation departments.

h) Recreation

- The department has been busy building the ice for the winter season.
- Aiming to have ice open by early December.
- The public has been complimenting the maintenance of the walking trails.
- Received grant from Food Banks Canada. This will allow for expansion of the Free Pantry Program. The funding will be used to purchase a cargo van, new kitchen appliances, and a new pantry.
- Rentals for ski and snow shoes have been very popular.

i) Utilities

- Councillor Wever asked for clarification regarding the continued COVID wastewater sampling.
- Hugo noted that several communities have been dropping out of the program and that the utilities department will run the program until the end of the year and then stop.

j) Economic Development and Tourism

- Ag. Canada Grant was declined.
- Approval for \$99,000 grant for community garden.
- Upcoming Expression of Interest for CanNor Funding 2023-24.

6. Committee Reports

a) Advancement of Equity and Inclusion Committee Draft Minutes

- No Quorum. Discussion regarding Women’s History Month awards night and banquet.
- Verbal approval for Women’s Initiatives Grant for \$5,000.

7. Minutes

a) Regular Council Meeting #22-23 Draft Minutes

Resolution

- Change in attendance as not all managers attended the last regular meeting.

‘Be it resolved that the Minutes for the Regular Council Meeting, dated November 1st^h, 2022 are hereby adopted.’

Motion: No. 22-24-02

Moved by: Councillor Smith

Seconded by: Councillor Wever

Motion Carried Unanimously

8. Old Business

a) Action Items of Administration Tracking

Discussion/Information

b) Grant Tracker

Discussion/Information

9. New Business

a) Request to Transfer Funds

Resolution

a. Gas Tax Fund to Operating Fund

- Councillor Hunter requested background information/summary regarding the money transfers for Council to read ahead of the meeting.

‘Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Finance Manager to transfer \$626,083.00 from Gas Tax to the Operating Fund.’

Motion: No. 22-24-03

Moved by: Councillor Peachey

Seconded by: Councillor Smith

Motion Carried Unanimously

b. CPI Fund to Operating Fund

‘Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Finance Manager to transfer \$63,642 from CPIF to the Operating Fund.’

Motion: No. 22-24-04
Moved by: Councillor Peachey
Seconded by: Councillor Wever

Motion Carried Unanimously

10. Council Forum

Councillor McCoy thanked the Public Works Staff for the good work on the roads.

Councillor Peachey- none.

Councillor Wever thanked staff for the budget retreat weekend and for the food provided.

Councillor Audet asked if the food bank service will be available to the community over the Christmas Holiday. The SAO noted that the food pantry will be available to those in need as staff have made it a priority to open it when needed even over the holidays.

Councillor Smith- none.

Councillor Hunter noted that the COVID vaccination policy has not been removed from the employee policy.

11. Correspondence to Council


a) Legion Christmas Party

12. Correspondence from Council


a) Letter of Invitation- Senator Anderson

13. In Camera- None

14. Adjourn 8:01PM Moved by Councillor Smith.



Frank Pope, Mayor



Cathy Clarke, SAO

