

**Town of Norman Wells
Minutes
Regular Council Meeting #23-13
Tuesday, June 6th, 2023, 7:00pm
Council Chambers & Microsoft Teams**

Present: Frank Pope Mayor- Chair
Pascal Audet Deputy Mayor
Kacee Hunter Councillor
Alexis Peachey Councillor
Kelly McCoy Councillor
Dave Wever Councillor

Staff: Cathy Clarke Senior Administrative Officer
Karen Boudreau Finance Manager
Alex Millette Recreation Manager
Mkhabela Masuku Development Officer
Hugo Pabke Utilities Manager
Lucas Nadeau Public Works Manager
Brandon Scott Fire Chief
Kayla Turner Governance and Community Engagement Manager

Regrets: Trevor Smith Councillor (Duty Travel)

1. Call to Order 7:00PM

2. Declaration of Conflict of Interest

- None noted.

3. Review and Adoption of Agenda

Resolution

- Remove: Special Council Meeting #23-11 minutes.
- Remove: Third reading of Firefighters Honorarium and Fire Services By Laws.

'Be it resolved that the Agenda for the Regular Council Meeting, dated June 6th, 2023 is hereby adopted as amended.'

Motion: No. 23-13-01

Moved by: Councillor Peachey

Seconded by: Councillor McCoy

Motion Carried Unanimously

4. Delegation

5. Committee Reports

a) Regional Economic Development Conference Meeting Notes

Information Only

- Invitation letters have been sent out.
- Mayor Pope and Councillor Audet will meet with communities in person soon.

6. Minutes

a) Special Council Meeting #23-11- item removed.

'Be it resolved that the minutes for the Special Council Meeting, dated May 12th, 2023 are hereby adopted.'

Motion: No. 23-13-02

Moved by: _____

Seconded by: _____

Motion Carried/Motion Defeated

b) Regular Council Meeting #23-12

'Be it resolved that the minutes for the Regular Council Meeting, dated May 16th, 2023 are hereby adopted.'

Motion: No. 23-13-03

Moved by: Councillor Peachey

7. Old Business

a) Council Communications

- a. Our Role as a Municipality
- b. Why we buy equipment: Money Saved
- c. How our Finances Work: Transfer Payments, Grants, Financial Responsibilities
- d. Legal Explanations: Client/Solicitor Privilege (complete)
- e. How we affect the local economy
- f. Landfill (in progress)
- g. Canadian North Survey Results
- h. Capital Projects Update
- i. Landfill Information Brochure

- Final financial statements have been received.
- Notes from MACA have been forwarded on to MNP.
- Councillor Hunter asked how much of a general surplus is needed to bank roll the Town’s Operations and Maintenance. The Finance Manager will get an answer and report back. Councillor Hunter also asked if the Finance Manager could recommend what would be an appropriate amount to put into reserves.
- The SAO noted that the MDA is complete and will be published along with the financial statements.
- Councillor Hunter asked if staff could publish when and how often the dump is pushed.
- Councillor Wever asked if it is possible to get a sign to change the landfill hours seasonally. The Public Works Manager responded that signs on the way; one will be displayed on the road on the way up to the Landfill and one will be on site. The signs have stickers which can be removed/changed when Landfill hours change.
- KBL is coming to Town September 4th and will be working in two phases (vehicles/contaminated waste). Majority of the waste is to be shipped out on the winter road this year.
- There have been many compliments received regarding the Landfill:
 - The Norman Wells Landfill has been used in MACA training pamphlets.
 - The Landfill is being used as an example across the Territory.
- Canadian North Survey results to be published along with an explanation of what will be done with the data that has been collected. The survey resulted in some of the best public engagement today.z
- Landfill information to be printed in small batches for landfill staff to handout.

b) Action Items of Administration Tracking

- Councillor Hunter noted that he was unable to open the tracking sheet. He asked the Recreation Manager for an update regarding the placement of a picnic table by the skate park. The Recreation Manager responded that they are assessing picnic table stock and will ensure one is place by the skate park.
- Councillor Hunter also asked if there is a tentative pool opening date. The Recreation Manager responded that the pool could potentially be open this weekend or June 17.
- Councillor Hunter asked for an update regarding potholes on Franklin and near the legion. The Public Manager will provide council with a further update but noted that repairs will be made within the next 2-3 weeks before chipseal.

8. New Business

a) Firefighters Honorarium By Law First Reading

Resolution

- Councillor Wever asked if the call out rate is going to be enough to cover costs. The Fire Chief responded that yes, it is enough to cover costs. For a fire call usually 8-10 firefighters are needed and for a medivac usually 2 are needed.
- Councillor Hunter asked how much this will cost in the budget. The Fire Chief responded that he would provide an answer to council at a later date. The Finance Manager added that there is also additional revenue with the new ground transport contract.

‘Be it resolved that the Council of the Town of Norman Wells hereby gives first reading to Firefighters Honorarium By Law #23-03.’

Motion: No. 23-13-04

Moved by: Councillor Peachey

Seconded by: Councillor Wever

Motion Carried Unanimously

b) Firefighters Honorarium By Law Second Reading

Resolution

‘Be it resolved that the Council of the Town of Norman Wells hereby gives second reading to Firefighters Honorarium By Law #23-03.’

Motion: No. 23-13-05

Moved by: Councillor McCoy

Seconded by: Councillor Peachey

Motion Carried Unanimously

c) Firefighters Honorarium By Law Third Reading- Item Removed

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby gives third reading to Firefighters Honorarium By Law #23-03.'

Motion: No. 23-13-06

Moved by: _____

Seconded by: _____

Motion Carried/Motion Defeated

d) Fire Services By Law First Reading

Resolution

- Councillor Hunter stated that it might send a bad message to the business community as the Purchasing By Law requires review and gender neutral language is being added to other by laws before review of the purchasing by law.
- Councillor Peachey responded that the Advancement of Equity and Inclusion Committee reviewed the Fire Services by law two years ago but did not want to send the by law to council until there were further changes needed. This was work that was completed two years ago and tagged on to additional changes being made by the Fire Chief.
- Councillor Wever suggested removing "fire bans and restrictions" for further discussion. He noted that it is quite a big change for the community and asked how the changes could be communicated.
- Councillor Hunter suggested that Council approve fire bans.
- The SAO noted that if a policy is put in place it must give clear direction to the Fire Chief who acts under the direction of Council.
- Staff to bring forward a policy prior to third reading.

'Be it resolved that the Council of the Town of Norman Wells hereby gives first reading to Fire Services By Law #23-04.'

Motion: No. 23-13-07

Moved by: Councillor Wever

Seconded by: Councillor Peachey

Motion Carried with 5 votes in favor. Councillor Hunter voted against the motion.

e) Fire Services By Law Second Reading

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby gives second reading to Fire Services By Law #23-04.'

Motion: No. 23-13-08

Moved by: Councillor Peachey

Seconded by: Councillor Wever

Motion Carried with 5 votes in favor. Councillor Hunter voted against the motion.

f) Fire Services By Law Third Reading- Item Removed

Resolution

'Be it resolved that the Council of the Town of Norman Wells hereby gives third reading to Fire Services By Law #23-04.'

Motion: No. 23-13-09

Moved by: _____

Seconded by: _____

Motion Carried/Motion Defeated

9. Council Forum

Councillor Peachey asked when Public Works would be clearing the brush obstructing views on some corners. The public works manager responded that work would be starting on Thursday starting with Mt Avens. Councillor Peachey advised council that she attended her first regional wellness council meeting. She will send the minutes to council once they are approved.

Councillor Wever noted the Town Planning Committee has been discussing yard maintenance and property standards. He asked what the leftover soil at the Landfill is being used for. Lucas responded that it is not the best soil but would be good if used for fill. Each resident will be offered 5 loads. Councillor Wever also noted that he has been approached by residents with a high level of concern regarding drugs in the community. He suggested council make this issue a priority in partnership with the new RCMP coming in.

Councillor Audet asked if a date had been set for the town wide clean up. Staff noted the clean up day had been completed on a day that Councillor Audet was out of town. He noted that there is still a lot of garbage in the ditches in the DOT area. The SAO responded that littering is an issue, and that staff could work on an anti-littering campaign and

add to Council Communications. Councillor Audet also asked about clearing vegetation on the river side of Mackenzie Drive. He noted local contractors would appreciate that work.

Councillor Hunter asked for an update on Council's public meeting with the Town's Lawyer present. Mayor Pope responded that things are in motion at this time and when there is something to update the public on, a meeting will be held.

Mayor Pope noted that Bandy Lake will be closed for the summer due to the hauling of material in the area. He also noted that street sweeping was not much of a benefit this year and that something should be done about dust control. MP Michael McLeod will be in town for July 1st celebrations and would like to meet with Council on July 2nd if everyone could try and make themselves available. Mayor Pope also reminded council that the plan to have an appreciation barbeque for the fire department will happen when time allows.

Mayor Pope called for a brief recess at 7:42pm

10. Correspondence to Council

11. Correspondence from Council

12. In Camera

a) Staffing

'Be it resolved that the Council of the Town of Norman Wells hereby go in camera time being _____pm.'

Motion: **No. 23-13-10**
Moved by: _____
Seconded by: _____

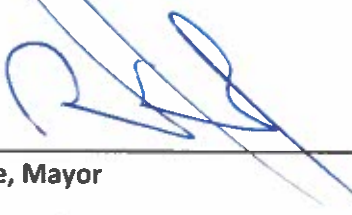
Motion Carried/Motion Defeated

'Be it resolved that the Council of the Town of Norman Wells hereby leave in camera time being _____pm.'

Motion: **No. 23-13-11**
Moved by: _____
Seconded by: _____

Motion Carried/Motion Defeated

13. Adjourn



Frank Pope, Mayor



Karen Boudreau, Acting SAO

