

**Town of Norman Wells
Minutes
Regular Council Meeting #24-11
Tuesday, May 7th, 2024 , 7:00pm
Council Chambers & Microsoft Teams**

Present: Frank Pope Mayor- Chair
Pascal Audet Deputy Mayor
Kelly McCoy Councillor
Trevor Smith Councillor
Kacee Hunter Councillor- Microsoft Teams
Dave Wever Councillor

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

Delegation: Drayton Walker Ditchers Landscaping Norman Wells

Regrets: Alexis Peachey Councillor

1. Call to Order 7:00PM

2. Declaration of Conflict of Interest

- Councillor Audet will be required to declare a conflict of interest in camera.

3. Review and Adoption of Agenda

Resolution

'Be it resolved that the Agenda for the Regular Council Meeting, dated May 7th, 2024 is hereby adopted.

Motion: No. 24-11-01

Moved by: Councillor McCoy

Seconded by: Councillor Wever

Motion Carried Unanimously

4. Delegation

5. Committee Reports.

6. Minutes

a) Regular Council Meeting #24-10

Resolution

'Be it resolved that the Minutes for the Regular Council Meeting, dated April 16th, 2024 are hereby adopted.

Motion: No. 24-11-02

Moved by: Councillor Smith

Seconded by: Councillor Wever

Motion Carried Unanimously

b) Committee of the Whole #24-02

Resolution

'Be it resolved that the Minutes for the Committee of the Whole Meeting, dated April 24th, 2024 are hereby adopted.

Motion: No. 24-11-03

Moved by: Councillor Smith

Seconded by: Councillor Wever

Motion Carried Unanimously

7. Old Business

8. New Business

'Be it resolved that the council of the Town of Norman Wells hereby authorizes Mayor Frank Pope to enter into a contribution agreement with MACA for Community Public Infrastructure funds for the amount of Three Hundred and Eighteen thousand dollars (\$318,000) commencing on April 1st, 2024 as outlined in the contribution agreement attached.

Motion: No. 24-11-03

Moved by: Councillor Wever

Seconded by: Councillor Smith

Motion Carried Unanimously

b) Fire Mitigation

Information/Discussion

- Following discussions with the Environment and Climate Change (ECC) department, and based on their recommendations, the areas outlined in the RFP will be addressed on a priority basis, as they align with the most impactful aspects identified in the Community Wildfire Protection Plan.
- Councillor Smith emphasized the need for comprehensive public education to ensure that citizens are well informed.
- A budget amendment will be proposed during the upcoming Council meeting.

9. Council Forum

Councillor Wever inquired about whether the appointment of the temporary lands officer required approval from the Council. The Senior Administrative Officer (SAO) clarified that such approval is unnecessary. The new Development Officer will begin when she is back from holidays at the end of May.

Councillor Hunter brought attention to concerns raised by several families regarding the absence of change tables in town facilities. The SAO confirmed that change tables have been installed in the washrooms of various town facilities, including the Pool, Arena, and Community Hall. He also acknowledged inquiries about homelessness within the community and suggested sharing of information to the public regarding the availability of cooling and warming shelter. The SAO noted that the home used for the food pantry, cooling and warming shelter is for day use only, not overnight as per the lease with Imperial.

Mayor Pope indicated that due to the FCM meeting in Calgary, there would only be one council meeting in June, resulting in a lack of quorum. He suggested transitioning to the following summer meeting schedule: June 18, July 16, and August 13, with the flexibility to schedule special council meetings if necessary. He also inquired about council availability for the upcoming meeting with DPRA regarding the Mackenzie Valley Highway. Council expressed support for attending the meeting.

10. Correspondence to Council

a) Ditchers Landscaping- Subdivision Proposal

Information

- Ditchers Landscaping has submitted a proposal to acquire the bottle depot lot and divide it evenly into two parcels. Drayton intends to sell one of the parcels to Black Spruce Education. Council pre-approval for the subdivision is required as a preliminary step in the lot purchasing process.
- Following this, the subdivision application will be forwarded to the lands committee for further consideration.

11. Correspondence from Council

12. In Camera

'Be it resolved that the council of the Town of Norman Wells hereby goes in camera time being 7:35PM'

Motion: No. 24-11-04

Moved by: Councillor Smith

Seconded by: Councillor Wever

Motion Carried Unanimously

a) Negotiations

'Be it resolved that the council of the Town of Norman Wells hereby comes out of in camera time being _____'

Motion: No. 24-11-05

Moved by:

Seconded by:

Motion Carried/defeated

13. Adjourn



Frank Pope, Mayor



Hugo Fabke, Acting SAO



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