

**Town of Norman Wells
Committee of the Whole Minutes
Tuesday August 16th, 2016 –7:00 pm
Council Chambers, Town of Norman Wells**

Present:	Nathan Watson Tim Melnyk Heidi Deschene Lise Dolen Pam Gray Harold McGregor	Mayor (Chairperson) Deputy Mayor Councilor Councilor Councilor Councilor
Regrets:	Sherry Hodgson	Councilor
Administration:	Catherine Mallon Myles Erb	Senior Administrative Officer Recreation Manager
Visitors:	Chris Chivers Ashley Erb	

1. Call to Order – 7:00pm.

2. Declaration of Conflict of Interest

3. Review and Adoption of Agenda

Moved by: Councilor Deschene
Seconded by: Councilor Dolen

'Be it resolved that the Agenda for the Committee of the Whole Meeting, dated August 16th, 2016, is hereby adopted as presented.'

Motion Carried

4. Delegation

a) Barry Harley, Municipal and Community Affairs

Discussion: Due to work circumstance, Mr. Harley was unable to attend, Mayor Watson stepped in to present a certificate of compliance for completing all courses for a Recreation Coordinator to Myles Erb.

5. Minutes

a) None

6. Old Business

a) Mountain Avens Award Information/Discussion

Discussion: in the past, a committee was formed by businesses and they chose the winner. There were a few different designations, for example; best northern property, best residential property, best commercial property. There are no set rules. Council decided to form a committee comprised of an elected official, a staff member, and a member of the public well suited to be a judge. Councilor Dolen offered to be a part of the committee, the Senior Administrative Officer – Catherine Mallon volunteered to take part, and the owner of the local greenhouse – Brittany Wever, was suggested as the third member. It was decided to have the Committee meet this weekend, the Committee would decide on the categories available for judging, as well as visit the Museum to find suitable prizes. A suggestion was made to issue the awards at the Farmers Market on August 27th, 2016.

b) Lottery Bylaw 06-51 Information/Discussion

Discussion: a few minor typing errors were pointed out with request to be fixed. The change intended is for the lottery fees being charged to charitable or non-profit groups be lowered to \$10.00 per month instead of the now \$400.00 per month. Section 2B and 2C should be merged. It was mentioned that there is currently nothing in the by-law that regulates Chase the Ace. The organizations who have been putting it on are following Inuvik's rules. Most of the By-Law comes from the Territorial By-Law.

c) Amended Town of Norman Wells Purchasing By-Law 14-14 Discussion

Discussion: Objective is to acknowledge aboriginal/BIP status when RFPs are submitted for work. This town is too small to have this inclusion. Who makes the determination on who is local and who is not; who determines what constitutes an aboriginal business. If the business is local then they qualify anyway under the wording of the current by-law. On a Territorial level, some groups are given preference over others. The point is not to exclude others, but to institute a by-law that follows all 3 levels of government. If the recommendation is for anything other than "tie-breaker status", it requires to be stated. Council represents everyone; aboriginal companies do have a preference in the respect that they are local. Council requests an invitation be extended to MACA at a future council meeting to discuss the topic further.

- Mayor Watson called for a break, the time being 8:02PM
- Mayor Watson resumed the meeting, the time being 8:06PM

d) By-Law for Chip Seal Longevity Information

Discussion: Fire Chief will be our main enforcement. There is no sense in putting in a by-law unless we have someone to enforce it. The Police will not enforce municipal by-laws. Signage must be posted. Royal Mackenzie Inn is in the previous chain-up/chain-off area. Perhaps we could create a place near Canyon Creek or on Dog-Run-Road for a chain-off area. Questions regarding the amount of hours put to enforcing this by-law, as well as how fines are issued and on what grounds. Council recommends staff to look into historical data regarding fines and road restrictions and bring back to council. A double set of fines; one for the driver and one for the Company would help ensure compliance. Collection on fines will go to legal after a set amount of time has elapsed without payment. The Town has the ability to take unpaid fines to Territorial Court. Establishing a truck route is paramount, and will have to go into effect immediately.

e) Revised Budget Discussion

Discussion: Council requests a scheduled public budget meeting. The application for funding regarding the Health Center Utilidor project requires a motion from Council allowing the budget to include requested amounts. The Capital Budget can be amended without introducing a new budget. The Resolution for an amendment to the Capital Budget will go on the Sept 6th Council agenda, we will schedule a Special Committee of the Whole Meeting for September 12th at 6:00PM with supper included, to discuss the budget. Council requested the most up to date information regarding the budget to be passed via email to all Councilors as it comes in.

f) List of Current Contracts Information

7. New Business

- a) None

8. Committee Reports

- a) None

9. Departmental Reports

- | | |
|---------------------------|--------------------------------|
| a) Town Manager – Report | Catherine Mallon, SAO |
| b) Finance – None | |
| c) Fire Department – None | |
| d) Recreation – None | |
| e) Public Works – Report | Thomas Tremblett, Public Works |
| f) Utilities – Report | Chris Buist, Utilities Manager |

10. Council Forum

Councilor McGregor

Request for a new phone system. There is a lot lost when calling in. Mayor Watson replied that we can afford to upgrade, it is in the works and happening as quick as possible.

Councilor Deschene

Nothing.

Councilor Gray

Nothing.

Councilor Dolen

Congratulations. It is nice to see employee recognition.

Deputy Mayor Melnyk

Kudos to Public Works on cleaning the dump, it would be nice to see the batteries and tires removed.

Mayor Watson

Regarding the batteries, abandon the RFP and just start doing it. Senior Administrative Officer Mallon said that approval is being requested. The Public Works and Civil Works Contractor quoted costs for removal of material from the landfill in the amount of \$80,000.00 Mayor Watson said that this number is including a \$15,000.00 rebate. When the road opens it will allow us to ship material immediately and be received and handled. Recycle amounts to \$30,000.00 which will be split with the contractor down south for handling all the material and proper disposal methods down south. Deputy Mayor Melnyk said as long as the northern part is kosher. Going further we should research the best way to handle this, and source companies who will take more than one type of item/material. Mayor Watson replied that we want to have a local company do this, there are other companies who can do it, but the wish is to keep our local contractors busy. Deputy Mayor Melnyk said that when rules are set in place, they should be followed. Senior Administrative Officer Mallon said that there is a chance to get the material out on the last barge. Deputy mayor Melnyk said follow the rules, if we have to go beyond the rules, make a resolution. Mayor Watson said that requirements to sole source must be met. Chris Chivers was invited to speak; the decision would have to be made in the next 24 hours in order to make the cut-off for barge freight. Mayor Watson said that the tubs for batteries are rented, we do not want to have them longer than necessary. Councilor Gray said that it is hard to justify, given the requirement right now, it would be bad taste to sole source. Councilor Deschene asked if this was not part of the management in the landfill contract. Mayor Watson replied that it is not as of yet. Councilor Dolen said that she doesn't know who the offer is from, but would like to see it go to a local business. Mayor Watson said we just want to get the material out of the landfill. It is not sole source criteria. We should give all companies a fighting chance. Sounds like a plan for next summer. Councilor Dolen said that this is a per action plan item.

11. Correspondence to Council

a) None

12. Correspondence from Council

a) None

- *Mayor Watson called for a break, the time being 9:14PM*
- *Mayor Watson resumed the meeting, the time being 9:19PM*

13. In Camera

Moved by: Councilor Gray
Seconded by: Councilor Deschene

'Be it resolved that we hereby go in camera the time being 9:20pm.'

a) Personnel


Moved by: Councilor Deschene
Seconded by: Councilor Dolen


'Be it resolved that we hereby adjourn in camera the time being 9:43pm.'

14. Adjourn

'Be it resolved that we hereby adjourn, the time being 9:44p.m.'

MOVED BY: Councilor Gray



Nathan Watson
Mayor

Catherine Mallon
Town Manager