

**Town of Norman Wells
Council Minutes
Regular Meeting of Council
Tuesday December 6, 2016 – 7:00 pm
Council Chambers, Town of Norman Wells**

Present:	Nathan Watson Tim Melnyk Lise Dolen Sherry Hodgson Heidi Deschene Pam Gray	Mayor Deputy Mayor (Chairperson) Councilor Councilor Councilor Councilor
Regrets:	Harold McGregor	Councilor
Staff:	Catherine Mallon Misty Rayner Chelsea Mclean	Senior Administrative Officer Executive Assistant Development Officer

1. Call to Order – 7:03 pm.

2. Declaration of Conflict of Interest

a) Councillor Hodgson declares conflict of interest on agenda item 11 a) HRN – Letter to Town of Norman Wells re: Civil Contract.

3. Review and Adoption of Agenda

Motion: No. 16-132
Moved by: Councilor Deschene
Seconded by: Councilor Gray

‘Be it resolved that the Agenda for the Regular Council Meeting, dated December 6th, 2016, is hereby adopted as amended.’

Motion Carried

4. Delegation

a) None

5. Minutes

a) Committee of the Whole October 18, 2016

Resolution

Motion: No. 16-133
Moved by: Councilor Deschene
Seconded by: Councilor Grey

‘Be it resolved that the Minutes for the Committee of the Whole Meeting of Council, dated October 18, 2016, are hereby adopted as presented.’

Motion Carried

b) Special Meeting of Council October 28, 2016

Resolution

Motion: No. 16-134
Moved by: Councilor Deschene
Seconded by: Deputy Mayor Melnyk

‘Be it resolved that the Minutes for Special meeting of Council, dated October 28, 2016, are hereby adopted as presented.’

Motion Carried

c) Regular Meeting of Council November 1, 2016

Resolution

Motion: No. 16-135
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

‘Be it resolved that the Minutes for the Regular Meeting of Council, dated November 1, 2016, are hereby adopted as presented.’

Motion Carried

d) Committee of the Whole November 15, 2016 Resolution

Motion: No. 16-136
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

'Be it resolved that the Minutes for the Committee of the Whole Meeting of Council, dated November 15, 2016, are hereby adopted as presented.'

Motion Carried

6. Old Business

a) Chip-seal by-Law 16-04 Resolution

Motion: No. 16-137
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

'Be it resolved that the Council of the Town of Norman Wells herby give first reading to By-Law No. 16-04.'

Motion Carried

Motion: No. 16-138
Moved by: Councilor Hodgson
Seconded by: Deputy Mayor Melnyk

'Be it resolved that the Council of the Town of Norman Wells herby give second reading to By-Law No. 16-04.'

Motion Carried

b) By-Law and Enforcement Officer (Part-Time) Discussion

Discussion: Councilor Deschene suggests utilizing the Fire Chief for this position. Fire Chief contract ends in June. Respond to emergency and Firefighters. Suggestion of moving this to the next Committee of the Whole meeting. Councilor Grey – in reading the job description, it looks like a full time job. Councilor Dolen – tried to do similar back in the day like Tulita. Used to have one that was also part time RCMP. No point making more by-laws is no one is enforcing them. Mayor Watson- Desire from members to have someone who can certify them. Councilor Hodgson – must be a full and complete discussion on what we want as a by-law officer. Lands comprehension is important as it could bring discord to the community. Bylaw officer could be too stringent. Deputy Mayor Melnyk – By-law officer would enforce only our bylaws . If we have the Fire Chief extend contract and stay to do this, I do not think he will be joining the police force. One problem is cost. Get a new vehicle or package the existing one, eg. Speed radar. There will be a cost to this. All for it, but will have to include money in the budget. Councilor Deschene – this is important because of new roads, that we do get an enforcement. Mayor Watson – we can already do that. Councilor Grey – Bylaws must have fines in the document.

c) ADP Payroll Update Information

Discussion: extra taxes taken, wondering if we don't take additional tax, there would not be a negative balance

d) Action sheet Information

Discussion: Councilor Hodgson stated Health Centre progress memo should come out today. Administration clarified – if we don't have anything, it is because they didn't come back to us.

7. New Business

a) Draft Operational Budget for the Town of Norman Wells 2017 Resolution

Motion: No. 16-139
Moved by: Councilor Hodgson
Seconded by: Deputy Mayor Melnyk

'Be it resolved that the Council of the Town of Norman Wells approve the operational budget for the year 2017'

Motion Carried

Discussion: Council discussed validity of passing a resolution for operational budgeting for MACA purposes. All agreed to have further meetings regarding the budget before year end.

b) ITI Funding for Reel Youth Project Resolution

Motion: No. 16-140
Moved by: Councilor Dolen
Seconded by: Deputy Mayor Melnyk

'Be it resolved that the Council of the Town of Norman Wells submits an Application to ITI Funding for the Reel Youth Project in the amount of \$15,000.00 with the Town of Norman Wells contributing \$3,738.42.'

Motion Carried

Discussion: Council agreed that it was a great idea to support. Town is able to have usable items in the end and great learning of multi-media for the youth.

c) Expression of Support of Appointment to Board for LGANT Resolution

Motion: No. 16-141
Moved by: Councilor Hodgson
Seconded by: Councilor Deschene

'Be it resolved that the Council of the Town of Norman Wells supports the appointment of Catherine Mallon, SAO to the Board of LGANT.'

Motion Carried

Discussion: LGANT elected SAO to the board, no cost to the Town. Good board/Group. Council asked in what position. SAO clarified that it is board member.

d) C and D Rock Pricing

Motion: No. 16-142
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

'Be it resolved that the Council of the Town of Norman Wells hereby approve the sale of C and D rock at an increased fee.'

Motion Carried

Discussion: Deputy Mayor Melnyk asked for clarification on if Town had a price for rock that moves. Administration clarified that the Town does but Councilor McGregor requested we revisit the pricing. Councilor Grey stated previously, we had a price plus \$1.50 was added to material if leaving town. Deputy Mayor Melnyk stated it is not the way we do business, we have already done this by added fee to have material leave town.

Mayor Watson moved to rescind the motion.

Motion: No. 16-143
Moved by: Mayor Watson
Seconded by: Deputy Mayor Melnyk

'Be it resolved that the Council of the Town of Norman Wells moves to rescind Motion No. 16-142'

Motion Carried

e) Celebrate Canada Funding Application

Motion: No. 16-144
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Dolen

'Be it resolved that the Council of the Town of Norman Wells submits an Application to Celebrate Canada Fund for Canada Day and Aboriginal Day funding in the amount of \$4650.00.'

Motion Carried

f) GL Services Return Trip to Norman Wells December 8th to 13th, 2016

Motion: No. 16-145
Moved by: Deputy Mayor Melnyk
Seconded by: Councilor Deschene

'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Senior Administrative Officer to enter into an agreement for onsite accounting services from GL Services from December 8th to 13th, 2016 at a cost of no more than \$15,000.00'

Motion Carried

g) Memorandum of Understanding Community Library Information/Discussion

Discussion: Administration informed that when bylaw was repealed, the reason was because we were not following by bylaw. There was not a requirement for that to maintain Library funds. There is no need to not continue. Has to flow through the Town as we cannot give funds directly to the library.

- *Council broke for a 2 minute break time being 8:01 pm*
- *Council resumed time being 8:05 pm*

8. Committee Reports

a) None

9. Departmental Reports

- | | | |
|----------------------|--------|-----------------------------|
| a) Town Manager | Report | Catherine Mallon, SAO |
| b) Finance | Report | Misty Rayner, Finance Clerk |
| c) Draft Budget 2017 | | GL Services |
| d) Fire Department | None | |
| e) Lands | None | |
| f) Public Works | None | |
| g) Recreation | None | |
| h) Utilities | None | |

10. Council Forum

Deputy Mayor Melnyk Nothing

Councilor Dolen Nothing

Councilor Hodgson Good.

Mayor Watson Good.— drop off pick up area at school. Gong show at lunch hour. Councilor Deschene: Mac House would not allow people to park on their property. Councilor Hodgson: wouldn't bring it liability issue with kids. Councilor Dolen: school bus did use Mac House. Councilor Grey: was Development Officer who stopped us doing that.

Councilor Grey Nothing

Councillor Deschene

Food drive going on. Wondering if somehow/someway the Town can help – maybe the firefighters. Mayor Watson: saw Northwright had a lot of food. Asking Council to ask firefighters. Deputy Mayor Melnyk: Sunday Afternoon – Matco donates boxes. Get person who's heading it up to Contact the office here or Tim Melnyk directly. They may find a solution without us. Next meeting on Tuesday, should have some Christmas Chocolates.

11. Correspondence to Council

- a) HRN – Letter to Town of Norman Wells re: Civil Contract Information/Discussion

Discussion: Deputy Mayor Melnyk: my suggestion was we need to know how we approached the other two contracts. We have given contract and added a number of years to water and sewer as well as garbage and Hodgsons. Don't remember the particulars. ie: if we offered Northridge an extension of 3 years we need to extend others as well. We should not be including option years at all. Must be an end point. All contracts go for tender. We have done extensions for some, must be fair to all. Councillor Dolen: Do we have the numbers that other two contracts have? 1 April 2018 is end of garbage contract and 1 February 2018 is end of water and sewer contract. Didn't have time to properly take it out for tender and extension was made. Get them all matching and place in visible location to amount time to get ducks in a row. We do need a resolution to extend. Mayor Watson: Decide now that there will be no more extensions. Councillor Dolen: they are in their extensions now. In 2018 they go out for tender. Deputy Mayor Melnyk: The contracts should be looked at 6 months before the tender. Councillor Grey: suggest we use March 31, 2018 as contract end date – April 1st as new start date. Have to use same dates as other extensions.

- b) Enbridge Pipelines (NW) – Norman Wells Pipeline Information/Discussion

Discussion: opened line enough to empty storage. No other updates, talk of perhaps reducing production.

- c) Willow Boyle, Animal Control Complaint Information

Discussion: Animal control is town performed task. If another incident of a bite requiring medical attention – want to know where we stand. In personal household – not for us to do something. Where on street – we do something. We have bylaws and need to ensure enforcement

- d) GNWT – Employment Standards Complaint Information

Discussion: with to give backup information along with response.

12. Correspondence from Council

- a) None

13. In Camera

- a) None

14. Adjourn

'Be it resolved that we hereby adjourn, the time being 8:31 p.m.'

MOVED BY: Councillor Gray


Nathan Watson
Mayor


Catherine Mallon
Town Manager