

**Town of Norman Wells
Regular Council Meeting**

**Minutes of the Regular Meeting of Council held Tuesday, February 17, 2015,
in the Council Chambers.**

Present:	Gregor Harold McGregor	Mayor (Chairperson)
	Nathan Watson	Deputy Mayor
	Sherry Hodgson	Councillor
	Ann Marie Tout	Councillor
	Tim Melnyk	Councillor
Regrets:	Renee Closs	Councillor
	Frank Pope	Councillor
Administration:	Eric Whitworth	Town Manager
	Karel Meulenbroek	Town Clerk
Visitors:	Brian Lickoch	
	Peter Guther	

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor McGregor.

2. DECLARATION OF CONFLICT OF INTEREST

Councillor Hodgson declared a conflict on items 7c) and 6b)

3. REVIEW AND ADOPTION OF AGENDA

Motion: No. 15-59

Moved by: Councillor Melnyk

Seconded by: Councillor Tout

'Be it resolved that the Agenda for the Regular Meeting of Council, dated February 17, 2015, is hereby adopted as amended.'

Councillor Tout requested that a Personnel update be provided. Item 8e) Ad Hoc Personnel Committee report was added.

Motion Carried

4. Delegation

a) None

5. Minutes

a) Regular Meeting of Council, February 03, 2015

Motion: No. 15-60

Moved by: Councillor Tout

Seconded by: Councillor Watson

'Be it resolved that the Minutes for the Regular Meeting of Council, dated February 03, 2015, are hereby adopted amended.'

Motion Carried

b) Special Meeting of Council, February 09, 2015

Motion: No. 15-61

Moved by: Councillor Melnyk

Seconded by: Councillor Tout

'Be it resolved that the Minutes for the Special Meeting of Council, dated February 09, 2015, are hereby adopted as amended.'

Motion Carried

6. Old Business

a) Action Items.

The Youth and Elder centre proposal received quite a response in the social media. What do we do with the input? The day care has been closed for 2.5 years now and we have had no one come forward with a valid plan to resurrect it as a daycare. That is why we ask their opinion about using it for something else. Mayor McGregor advised that he attended meetings with people who were trying to put together a board and that never materialized. He also spoke with ECE about funding for it and nothing came of that. He also spoke with the Land corporation about them and the town going together and running it and financing it and they never even got back to him on it. Mayor McGregor does not know where we take it from here, but we probably need a Committee of the Whole meeting, probably on its own.

Councillor Hodgson asked about getting clarification on the lease with the land owners. The Town Manager replied that this would be coming back.

The Bear Fence at the landfill, mats to be installed, hoping that there is a plan for this. The Town Manager advised that we plan to have a contractor come and do the work. The work will go out for quotes.

b) Land Acquisition By-Law 15-03 Lot 2245 plan 4599

Motion: No. 15-62
Moved by: Councillor Melnyk
Seconded by: Councillor Watson
'Be it resolved that Third Reading be given to By-Law 15-03.'
 Councillor Hodgson abstained from voting.

Motion Carried

c) Land acquisition by-Law 15-04 Lot 643 Plan 4598

Motion: No. 15-63
Moved by: Councillor Melnyk
Seconded by: Councillor Tout
'Be it resolved that Third Reading be given to By-Law 15-04.'

Motion Carried

d) Land acquisition by-Law 15-05 Lot 268, Plan1521

Motion: No. 15-64
Moved by: Councillor Melnyk
Seconded by: Councillor Tout
'Be it resolved that Third Reading be given to By-Law 15-05.'

Motion Carried

e) Repeal of By-Law 08-33 "Signing Authority", By-Law 15-06

Motion: No. 15-65
Moved by: Councillor Melnyk
Seconded by: Councillor Watson
'Be it resolved that Third Reading be given to By-Law 15-06.'

Motion Carried

- f) Repeal of By-Law 97-07 town square cleanup, By-Law 15-07

Motion: No. 15-66
Moved by: Councillor Melnyk
Seconded by: Councillor Watson
'Be it resolved that Third Reading be given to By-Law 15-07.'
Motion Carried

- g) Repeal of By-Law 12-33, By-Law 15-08 Service Rates

Motion: No. 15-67
Moved by: Councillor Melnyk
Seconded by: Councillor Watson
'Be it resolved that Third Reading be given to By-Law 15-08.'
Motion Carried

- h) Restructuring of Water Utility and Public Works Department

Motion: No. 15-68
Moved by: Councillor Melnyk
Seconded by: Councillor Watson
'Be it resolved that the Council of the Town of Norman Wells authorize the Town Manager to restructure the Water Utility and Public Works Departments by creating a Water Utility Supervisor position, and a Public Works Supervisor position for a two year period beginning January 1, 2015 and creating an additional Maintenance Support Worker position.'
Motion Carried

7. New Business

- a) Board of Revision Members / Board of Revision Date

Motion: No. 15-69
Moved by: Councillor Melnyk
Seconded by: Councillor Tout
'Be it resolved that the Committee of the Whole recommends to the Council of the Town of Norman Wells that a Board of Revision Hearing date be established to address appeals regarding the Property Taxation Assessment Roll for Assessment Year 2014 and Taxation Year 2015; and that the following members be appointed to the Norman Wells Board of Revision:
Ms. Dee Opperman, member
Mr. Seamus Quigg, member
Mr. Dudley Johnson, member
Deputy Mayor Nathan Watson, Member.'
Motion Carried

- b) Town Manager – Annual Vacation

Motion: No. 15-70
Moved by: Councillor Melnyk
Seconded by: Councillor Tout
'Be it resolved that the Council of the Town of Norman Wells approves the Town Manager's request for Annual Vacation from February 23, 2015, to February 27, 2015.'
Motion Carried

c) Legal Documents on Behalf of Trumpeter Camp

Motion: No. 15-71

Moved by: Councillor Melnyk

Seconded by: Councillor Watson

'Be it resolved that the Council of the Town of Norman Wells approves for the Mayor and Town Manager to sign the Assignment of Lease and Priority Acknowledgement and the Consent to Leasehold Mortgage documents.'

Councillor Hodgson abstained from voting by leaving Council Chambers at 7:21pm.

Motion Carried

Councillor Hodgson returned to Council Chambers at 7:22 pm.

8. Committee Reports

a) Recreation
i) none

b) Town Planning
i) none

c) Resource Development Impact Group
i) none

d) Emergency Measures Organization
i) none

e) Ad Hoc Personnel Committee
i) The Town Manager updated Council on his meeting with staff.

9. Departmental Reports

- a) Public Works – none
- b) Water & Sewer – none
- c) Recreation – none
- d) Lands – none
- e) Finance – none

10. Council Forum

Councillor Watson

<p>Had a question regarding progress on the clean-up of the dump. The Town Manager replied that he had given instructions to staff to start getting battery boxes so that they can be here for the summer.</p> <p>Wants to communicate the net effect of the restructuring of the Water Utility and Public Works Departments to the public. The net effect is that only one entry level position was created that Council hopes will be filled by someone local to the community.</p>

Councillor Tout

<p>Personnel: In the org chart there is a trainee position. There is no trainee position on the salary grid. The Town Manager replied that the trainee position is paid a little less money until they get up to speed and then they get paid according to the grid.</p> <p>Asked for a staffing update and advised that she knew that there was another resignation.</p>

Councillor Tout
Continued:

The Town Manager responded as follows:
The Administrative position was internally advertised and will be externally advertised as of February 18th.
The Water Utility Operator Trainee position is advertised locally.
The Maintenance Support Worker and the Development Officer/Lands Clerk positions will be internally advertised for two weeks. If no one applies to these positions, they will be advertised locally as per Town Policy and guidelines. The Fire Chief position is advertised until February 27th.
Question, what is the timing of departmental reports?
Council feels that the departmental reports should come to the second Committee of the Whole meeting of the month. Council feels that the Action Sheet should come to both Committee of the Whole meetings.

Councillor Melnyk

Dump work: Bear safety - we may want to discuss the rental of a bear monitoring unit with the Norman Wells Renewable Resource Council. Costs should be investigated.

Councillor Hodgson

Announcement of her Dates of Absence:
March 17, 24, 31
April 7

Mayor McGregor

Who is attending the Federation of Canadian Municipalities? Expression of interest:
Councillor Pope
Councillor Watson
Councillor Hodgson

Who is attending Northwest Territories Association of Communities conferences? Expression of interest:
Councillor Pope
Councillor Watson

We should have cameras inside all the town facilities for security for the protection of our staff and the legal position of the town and we should consider the privacy issues. Councillor Watson added that we should check with a lawyer.

11. Correspondence to Council

a) None

12. Correspondence from Council

a) None

13. In Camera


a) Personnel

Motion: No. 15-72
Moved by: Councillor Hodgson
Seconded by: Councillor Melnyk
'Be it resolved that we hereby go in-camera, the time being 7:50 p.m.'
Motion Carried

Motion: No. 15-73
Moved by: Councillor Hodgson
Seconded by: Councillor Melnyk
'Be it resolved that we hereby adjourn in-camera, the time being 8:46 p.m.'
Motion Carried

14. Adjourn

Motion: No. 15-74
Moved by: Councillor Tout
'Be it resolved that we hereby adjourn the time being 8:47 pm.'
Motion Carried



Gregor Herold McGregor
Mayor



Eric Whitworth
Town Manager