

**TOWN OF NORMAN WELLS  
Council Minutes  
Special Meeting of Council  
Friday May 20, 2016 – 12:00 Noon  
Council Chambers, Town of Norman Wells**

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<b>Present:</b>	Nathan Watson Tim Melnyk Lise Dolen Pam Gray Heidi Deschene Harold McGregor	Mayor (Chairperson) Deputy mayor Councilor Councilor Councilor Councilor
<b>Regrets:</b>	Sherry Hodgson	Councilor
<b>Administration:</b>	Catherine Mallon Sarah Ball	Town Manager Receptionist/Administration

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1. **Call to Order – 12:04 pm.**
2. **Declaration of Conflict of Interest**
3. **Review and Adoption of Agenda**

**Motion:** No. 16-49  
**Moved by:** Councilor Dolen  
**Seconded by:** Councilor Deschene

**'Be it resolved that the Agenda for the Regular Council Meeting, dated May 20<sup>th</sup>, 2016, is hereby adopted as amended.'**

**Motion Carried**

4. **Delegation**
  - a) None
5. **Minutes**
  - a) None
6. **Old Business**

a) The Town of Norman Wells Chip Seal Project Resolution

**Motion:** No. 16-50  
**Moved by:** Councilor Dolen  
**Seconded by:** Councilor Gray

**'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Senior Administrative Officer to enter into an agreement with HRN Contracting Ltd to Chip Seal approximately 67,073.5 meters squared of road and anticipate chipping an average of 7 meters of roadway in the amount of \$1,868.499.69 beginning June 15, 2016 to September 30, 2016.'**

**Motion Carried**

Discussion: working to make fully informed decisions. Chip Seal is to go in the downtown core area of Norman Wells. Council requires the company laying the chip seal to assess roads before final decision is made on what is done for first-phase. The motion being made is simply to enter into an agreement. All decisions and information will come back to Council for any changes during negotiations.

- b) Replacement of the Town's Lift Station

Resolution

**Motion:** No. 16-51  
**Moved by:** Deputy Mayor Melnyk  
**Seconded by:** Councilor Dolen

**'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Senior Administrative Officer to enter into an agreement with Stantec to replace the Town's Lift Station at an approximate cost of \$151,200 beginning July 1, 2016 to October 31, 2016 subject to successful funding agreement.'**

**Motion Carried**

Discussion: The motion is made to enter discussion for ability to negotiate.

- c) Change of Town's Accounting Software to SAGE 50

Resolution

**Motion:** No. 16-52  
**Moved by:** Deputy Mayor Melnyk  
**Seconded by:** Councilor McGregor

**'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Senior Administrative Officer to enter into an agreement with GL Services, Yellowknife to change the Town's accounting software to SAGE 50 at an approximate cost of \$9,000 beginning May 26, 2016 to June 3, 2016.'**

**Motion Carried**

Discussion: The recommendation came from the audit. MIG cannot report the information that the Town requires. The town believes it is reasonable as the recommendation came from a company who has worked on this, building it off-site and costed it under \$10,000. All of the staff will train on the new software, the interns will do data entry from back-log. MACA approves of Sage 50.

- d) Contract out of Town's Payroll

Resolution

**Motion:** No. 16-53  
**Moved by:** Councilor Dolen  
**Seconded by:** Councilor McGregor

**'Be it resolved that the Council of the Town of Norman Wells hereby authorizes the Senior Administrative Officer to enter into an agreement with ADP, Yellowknife to complete the Town's payroll bi-weekly at an approximate cost of \$23,000 per annum beginning July 1, 2016.'**

**Motion Carried**

## **7. New Business**

- a) Spring Cleanup Dates

Resolution

**Motion:** No. 16-54  
**Moved by:** Councilor Deschene  
**Seconded by:** Councilor Dolen

**'Be it resolved that the Council of the Town of Norman Wells does authorize May 30 – June 3, 2016 as Spring Cleanup.'**

**Motion Carried**

**8. Committee Reports**

- a) Recreation
  - i) Addition of New Members

**Motion:** No. 16-55  
**Moved by:** Councilor Dolen  
**Seconded by:** Councilor Gray

**'Be it resolved that the Council of the Town of Norman Wells hereby approves the addition of Loretta Wiley as a member of the Recreation Committee.'**

**Motion Carried**

- b) Town Planning
  - i) none
- c) Resource Development Impact Group
  - i) none
- d) Emergency Measures Organization
  - i) none

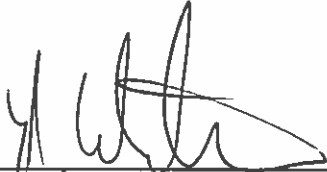
**9. In Camera**


- a) None

**10. Adjourn**

**'Be it resolved that we hereby adjourn, the time being 12:45 p.m.'**

MOVED BY: Councillor Gray

  
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Nathan Watson  
Mayor

  
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Catherine Mallon  
Town Manager