

**TOWN OF NORMAN WELLS  
Council Minutes  
Regular Meeting of Council  
Tuesday October 11, 2016 – 7:00 pm  
Council Chambers, Town of Norman Wells**

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**Present:** Nathan Watson Mayor  
Tim Melnyk Deputy Mayor (Chairperson)  
Lise Dolen Councilor  
Pam Gray Councilor  
Heidi Deschene Councilor – Via Teleconference  
Sherry Hodgson Councilor - Via Teleconference

**Regrets:** Harold McGregor Councilor

**Staff:** Catherine Mallon Senior Administrative Officer  
Chelsea McLean Development Officer  
Misty Rayner Executive Assistant

**Visitors:** Dudley Johnson  
Chris Chivers  
Karel Meulenbroek

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**1. Call to Order – 7:02pm.**

**2. Declaration of Conflict of Interest**

- a) Councilor Deschene declares conflict of interest on agenda items 6 d) Imperial Oil Land Exchange and 7 a) IOR Reclamation.
- b) Councilor Hodgson declares conflict of interest on agenda item 6 b) Request from Norman Wells Land Corporation.

**3. Review and Adoption of Agenda**

**Motion:** No. 16-107  
**Moved by:** Councilor Dolen  
**Seconded by:** Councilor Gray

**‘Be it resolved that the Agenda for the Regular Council Meeting, dated October 11<sup>th</sup>, 2016, is hereby adopted as amended.’**

**Motion Carried**

**4. Delegation**

- a) RCMP Monthly Report – Not Present

**5. Minutes**

- a) Regular Meeting of Council September 6, 2016 Resolution

**Motion:** No. 16-108  
**Moved by:** Councilor Dolen  
**Seconded by:** Councilor Hodgson

**‘Be it resolved that the Minutes for the Regular Meeting of Council, dated September 6<sup>th</sup>, 2016, are hereby adopted as presented.’**

**Motion Carried**

- b) Special Meeting of Council September 12, 2016 Resolution

**Motion:** No. 16-109  
**Moved by:** Deputy Mayor Melnyk  
**Seconded by:** Councilor Dolen

**‘Be it resolved that the Minutes for the Special Meeting of Council, dated September 12, 2016, are hereby adopted as presented.’**

**Motion Carried**

c) Committee of the Whole September 20, 2016

Resolution

**Motion: No. 16-110**  
**Moved by: Deputy Mayor Melnyk**  
**Seconded by: Councilor Gray**

**'Be it resolved that the Minutes for the Committee of the Whole, dated September 20<sup>th</sup>, 2016, are hereby adopted as presented'**

**Motion Carried**

## 6. Old Business

a) Lottery By-Law 06-51

Resolution

**Motion: No. 16-111**  
**Moved by: Councilor Dolen**  
**Seconded by: Deputy Mayor Melnyk**

**'Be it resolved that the Council of the Town of Norman Wells hereby give third reading to By-Law 16-03, the Lottery Licensing By-Law, Replacing and Repealing By-Law 06-51'**

**Motion Carried**

b) Request from Norman Wells Land Corp

Resolution

**Motion: No. 16-112**  
**Moved by: Councilor Deschene**  
**Seconded by: Councilor Dolen**

**'Be it resolved that the Council of the Town of Norman Wells hereby waive the fees for the New Year's Dance, hosted by the Norman Wells Land Corp on Dec 30, 2016'**

**Motion Carried**

Discussion: Councilor Dolen questioned the date on the letter of Dec 30<sup>th</sup>, Being a New Year's Dance would the 31<sup>st</sup> not be more applicable. Council recommends Town staff to make inquiry regarding the date, and make correction as necessary.

c) Sponsorship Application for NACC

Resolution

**Motion: No. 16-113**  
**Moved by: Deputy Mayor Melnyk**  
**Seconded by: Councilor Gray**

**'Be it resolved that the Council of the Town of Norman Wells hereby approve an annual contribution of \$5000.00 to the Northern Arts and Cultural Centre.'**

**Motion Carried**

- *Councilor Deschene declares a conflict and does not participate in the motion.*

d) Imperial Oil Land Exchange – New Information

Information/Discussion/Resolution

**Motion: No. 16-114**  
**Moved by: Councilor Dolen**  
**Seconded by: Deputy Mayor Melnyk**

**'Be it resolved that the Council of the Town of Norman Wells hereby respectfully decline the Land Exchange offered by Imperial Oil.'**

**Motion Carried**

e) MOU New Health Centre

Resolution

**Motion: No. 16-115**  
**Moved by: Councilor Dolen**  
**Seconded by: Councilor Gray**

**'Be it resolved that the Council of the Town of Norman Wells hereby approve the Memorandum of Understanding regarding Easement Access for the new Health Centre.'**

**Motion Carried**

Discussion: Council requested the topic be added to the next Committee of the Whole agenda.

f) Fire Hall Repairs

Resolution

**Motion: No. 16-116**  
**Moved by: Deputy Mayor Melnyk**  
**Seconded by: Councilor Gray**

**'Be it resolved that the Council of the Town of Norman Wells hereby authorize the Senior Administrative Officer to expend no more than \$30,000.00 for Repairs to be completed at the Fire Hall.'**

**Motion Carried**

Discussion: The repairs are definitely needed, though they raise the questions regarding preventative maintenance. Councillor Dolen questioned who does the preventative maintenance on town owned facilities? What department is responsible? What procedures are in place regarding preventative maintenance? The items are to be added to a future Committee of the Whole meeting for discussion.

g) Phone System Upgrade

Resolution

**Motion: No. 16-117**  
**Moved by: Deputy Mayor Melnyk**  
**Seconded by: Councilor Dolen**

**'Be it resolved that the Council of the Town of Norman Wells hereby approve the upgrades presented for the Town Office Phone System to a maximum of \$20,000.'**

**Motion Carried**

h) Action Sheet

Resolution

i) GL Services Contract

Resolution

Discussion: Council requests Finance Manager Job posting go out for advertisement again, and to broaden advertising spectrum to include LGANT and other advertising agencies.

## 7. New Business

- *Councilor Deschene declares a conflict and does not participate in the motion.*

a) IOR Reclamation

Information

Discussion: The intent is to meet with Danny McNeely MLA and formulate a plan with everyone's input. Council will invite the Minister Wally Schumann and Danny McNeely for November 8<sup>th</sup>, 2016.

**Motion:** No. 16-118  
**Moved by:** Deputy Mayor Melnyk  
**Seconded by:** Councilor Deschene

**'Be it resolved that the Council of the Town of Norman Wells hereby approve the Senior Administrative Officer to switch accounting software from VADIM WinFin to VADIM ICITY at a cost not to exceed \$60,000.00.'**

**Motion Carried**

Discussion: According to Councillor Gray; because VADIM bought WINFIN, they are switching everybody to ICITY. The Town of Norman Wells has been with VADIM for a long time and found the company to be reliable and trusting, we are expecting a fairly easy and smooth switchover.

**8. Committee Reports**

- a) Recreation
- i) Report

Discussion: The Recreation Committee gave a brief verbal update on the open house. There was a really good turnout for the Northern Games. The Recreation Committee wants to hold a Northern Games night once a month going forward. The Recreation Committee wishes to extend a big thank you to all of the volunteers and especially the participants. The next Rec Committee meeting will be held on October 19<sup>th</sup>, 2016 in the Council Chambers, due to the absence of Councillor Dolen, Councilor Gray has graciously agreed to chair the meeting. The Northern Games were a hit; Norman Wells has some really talented youth.

**9. Departmental Reports**

- a) Town Manager – Report Catherine Mallon, Senior Administrative Officer

Discussion: some of the Councilors are not able to access their email, and will be unable to moving forward due to the operating system limitations.

- b) Finance –None
- c) Fire Department –Report Claude Desgagne, Fire Chief

Discussion: Municipal and Community Affairs, under the Fire Marshall and Assistant Fire Marshall do fire inspections on existing buildings. The only inspections our Fire Chief would partake in, are on new construction, and investigation on how they are built.

- d) Lands – Report Chelsea McLean, Development Officer

Discussion: Lands and Recreation departments are looking into funding for the creation, maintenance, and upgrades of the walking trails around town. Council recommends prioritizing a trail to the new long term care facility, and to get ahold of Department of Transportation as they may be able to assist with funding. Also there is budget within the Town for maintenance and upgrades for walking trails. We can advertise on the Community Channel that the Town has reflective armbands for those who must walk during hours of darkness.

- e) Recreation – None
- f) Public Works – None
- g) Utilities –None

**10. Council Forum**

Councilor Deschene	Nothing
Councilor Hodgson	Nothing
Councilor Gray	Nothing

Nothing

Councilor Dolen

Did the Town donate E rock and materials to the Ed Hodgson building for Town beautification? Senior Administrative Officer Mallon responded no. Deputy Mayor Melnyk said he thought it was a donation from the Town. Councilor Hodgson offered some clarification and said that the rocks were picked off of the beach with a loader and set there by HRN Contracting.

Deputy Mayor Melnyk

Nothing

**11. Correspondence to Council**

a) MACA – NWT Fire Service Merit Award

Discussion: Congratulations on a job well done. Kudos. It wasn't an easy decision to get a full time Fire Chief, but it's good to see how far the Fire Department has come. Congratulations to the Fire Chief and all the volunteers.

**12. Correspondence from Council**

a) None

**13. In Camera**

**Motion:** No. 16-119  
**Moved by:** Deputy Mayor Melnyk  
**Seconded by:** Councilor Dolen

**'Be it resolved that we hereby move to go in camera the time being 8:16 pm.'**

a) Personnel

**Motion:** No. 16-120  
**Moved by:** Councilor Dolen  
**Seconded by:** Deputy Mayor Melnyk

**'Be it resolved that we hereby adjourn in-camera being 9:14 pm'**

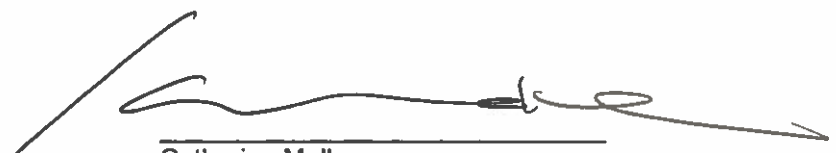
**14. Adjourn**

**'Be it resolved that we hereby adjourn, the time being 9:15 p.m.'**

MOVED BY: Councilor Gray



Nathan Watson  
Mayor



Catherine Mallon  
Town Manager