



**REGULAR COUNCIL MEETING MINUTES**  
**April 9, 2019**  
**Council Chambers 7:00 pm**  
**Approve by Motion 2019-149**

<p><b><u>PRESENT</u></b>          Mayor Winnie Cadieux          Councillor Chaal Cadieux          Councillor Barb Hart          Councillor Bruce Proud          Councillor Craig McMaster</p>	<p><b><u>ABSENT</u></b>           Councillor Daniel Harley</p>	<p><b><u>STAFF</u></b>          SAO, Tammy Neal</p> <p><b><u>MINUTES PREPARED BY</u></b>          SAO, Tammy Neal</p>
<p><b><u>GALLERY</u></b></p>	<p><b><u>DELEGATES</u></b>          Amy Mercredi, Senior's Society President          Jim Dives, Senior's Society Member</p>	

**1. CALL TO ORDER**

Mayor Winnie Cadieux called the April 9, 2019 Regular Council Meeting to order at 7:05 pm.

**2. COUNCILLOR ABSENCES**

**Resolution 2019-093**

Motion to accept the absence of the following Councillor/s:

- \* Councillor Daniel Harley, without reason

**Moved by:** Councillor Barb Hart  
**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

**3. AGENDA ADDITIONS**

Add:  
 12. c. Rules of Conduct & Ethical Procedures Draft Document for Bylaw Development Workshop

**4. ADOPTION OF THE AGENDA**

**Resolution 2019-094**

Motion to adopt the April 9, 2019 Regular Council Meeting Agenda, with the following addition:

- \* 12. c. Rules of Conduct & Ethical Procedures Draft Document for Bylaw Development Workshop

**Moved by:** Councillor Barb Hart  
**Seconded by:** Councillor Bruce Proud

**ALL IN FAVOUR - MOTION CARRIED**

Initials: Mayor WC SAO TM

## 5. DISCLOSURE OF CONFLICT OF INTEREST

There were no disclosures of Conflict of Interest.

## 6. DELEGATIONS

### a. Amy Mercredi, Senior's Society

Mayor Winnie Cadieux introduced Amy Mercredi, Senior's Society President and Jim Dives, Senior Society Member

#### Discussion:

- \* AGM, 15 Members
- \* Applied for funding from New Horizons Program; accepted for just under \$25,000
- \* Outdoor Activity Support: outdoor shuffle board: need use of a cement slab by the Community Hall and possibly by the Robin Road Playground; horse shoe pit: assistance to install 2 more; bunnock games: would like to purchase new games;
- \* Indoor Activity Support: afternoon luncheons: looking for use of the hall on Wednesdays (would like to get on time table calendar); would like to play darts: but need darts to organize tournaments (need use of hall); cribbage each morning and crib tournaments via the Recreation Program (would like to continue these activities); would like to purchase passes to things like movies and would like use of the van
- \* Trips Outside of the Community: would like use of the van eg: Fort Smith 55 plus; go to Kakisa and have a fish lunch on the shore; lunch at the golf course (invite KFN and Seniors)
- \* Hamlet's 3 major community events: Seniors would like to be involved to raise funds: ITSAGO (prepare pancake breakfast); Spring Carnival (snow sculptures); Jamboree (hang pictures on back of stage, but need pictures)
- \* Permission to use Bingo Machine (dates and frequency to be announced)
- \* Sponsored Grad Students in the past: None this year, so would like to host a dinner in June for all students (require use of the hall)
- \* Normally purchase turkeys for seniors at Christmas
- \* YK Housing Plan were at the Meeting: Would like the coordinator to involve the Seniors
- \* Need a place to store their equipment (possibly the room at the back of the hall, or a locker)

### Resolution 2019-095

Motion that the SAO work with the Senior Society's President, Amy Mercredi, towards the goals and objectives with regards to the New Horizons Program Funding, as well as other issues, as presented.

**Moved by:** Councillor Bruce Proud

**Seconded by:** Councillor Craig McMaster

**ALL IN FAVOUR - MOTION CARRIED**

### b. In Camera – Lisa Tsetso: Hamlets Act 2003, c.22, Section 25(3)(b)

Delegation was not present

## 7. REPORTS

### a. Mayors Report

Meetings and Highlights since last Regular Meeting March 5, 2019:

Other various Meetings with SAO and Deputy Mayor re: updates.

- Mar 12/19 Mayor, DM and SAO had a preliminary meeting with Lands representatives prior to Special Council Meeting
- Mar 26/19 Met with Tom Colosimo, Regional Superintendent, ITI.

Discussed:

- o Twin Falls Gorge Territorial Park: Capital expenditures in Park are on hold; would like to work with Enterprise toward Tourism opportunities for Hamlet and Businesses

Initials: Mayor   JC   SAO   JM

- Parks and Border operations contracts are up for bid this year
- Federal Budget has dollars for Visitor Information Centres
- Canor Rep from Yellowknife will be visiting Region with Mr. Colosimo

Other Updates from Tom:

- REGIONAL ECONOMIC DEVELOPMENT STRATEGY: Community Meeting with consultants (Blythe & Blythe; Kevin Smith) in 2016 giving direction to ITI for investing and spending. Areas of Report:
  - Community Economic Development Initiative
  - Increased Opportunities in Tourism
  - Increased Opportunities in Arts
  - Increased Opportunities for Forestry
  - Increased Opportunities for Agriculture
  - Strengthen operating environment for businesses and entrepreneurs
- ENR/ITI – increase dollars to trapping and fur industry
- VIC Funding – ITI has money for design of displays for arts
- AGRICULTURE – opportunity for individual gardening; request this be co-ordinated through Recreation/Wellness
- NON-TIMBER HARVESTING- assistance for businesses harvesting medicines, herbs, morel mushrooms, etc.
- ITI OFFICE IN HAY RIVER – Keith Hill, Project Officer can help access computers and program from GNWT or Fed Gov't and print out guidelines and details
- AWP -Mr. Colosimo will be organizing a Meeting with various regulatory authorities regarding the AWP project(s).
- Mar 29/19 Mayor and DM spoke to Mr. Mapes, AWP as directed by Council Motion #2019-085. Mr. Mapes gave some updates on project(s):
  - Transloading only, no storage tanks; no camp at site in Enterprise;
  - AWP may purchase lots in Enterprise for managers and staffing; nothing AWP is doing will trigger other regulatory boards;
  - AWP will never sell property back to Hamlet; and Hamlet lost about 4 million dollars by selling the property to AWP;
  - Mr. Mapes requested Hamlet send letter of March 20/19 be forwarded to Joe Handley for comment (re: single Development permit with phased approach;
  - Discussed meeting with various regulatory boards;
  - Advised Mr. Mapes Enterprise was not requesting him to do a bird study.
  - Mr. Mapes advised Wood Pellet Mill project may move forward in Summer 2020, depends on First Nations,
- Hamlet has received letters of support for AWP project(s) from Town of Hay River, and Deninu Kue First Nations
- Apr 3/19 Mayor, Deputy Mayor and SAO reviewed Mr. Joe Handley's comments with regard to Hamlet's letter of March 20, 2019 and will respond in writing; some areas of concern were with the Agreement for Sale and our By-Law and may need legal advise.
- General Comment: Would like to remind Council Members that we should be debating and deciding on issues as a group in a public meeting. Personal Emails/texts sent to the Mayor, other Council Members or SAO should not put anyone in an awkward or conflicting situations. Councillors need to bring their issues forward to Council or take to SAO if regarding her staff; avoid putting yourselves in situations of conflict.



**Resolution 2019-096**

Motion to approve Mayor Winnie Cadieux's April 9, 2019, verbal report.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

Initials: Mayor  SAO 

**b. Deputy Mayor's Report**

Climate Change Meeting in October 2018

- \* Lorne McGinnis led the forum
- \* Many people in attendance local, regional, Territorial and Federal
- \* Climate Change Presentation: 3 degree change; the North is the most affected
- \* Permafrost Presentation: the Government is mapping all permafrost locations
- \* Adaptation case studies: trappers/hunters have to change their routes due to Climate Change/Permafrost
- \* Smart Ice built machine: determines the thickness of the ice; used for trappers and hunters to identify ice thickness in the North because weather patterns are changing
- \* Funding from various funders: explained chart of various funding that Deputy Mayor Joe Lalonde will leave with the office; a useful tool that can be used when building our new building to save our Capital and Gas Tax Funding
- \* Issue Tables: various topics with regards to how Climate Change/Permafrost is affecting various items, eg: river erosion, buildings, wildfires/smoke, health, and wellbeing, transportation/roads, access to land (to traditional areas), agriculture and food security e.g.: reduction in cariboo, etc.
- \* Each community has unique challenges that should be considered and planned for and possibly develop a Climate Change Strategy (e.g.: metal roofs to mitigate fires, etc.)
- \* Book Integrating Climate Change Measures in Planning
- \* Tour of the Yellowknife pellet boiler; good to use for more than one building if they are located close together
- \* Charrette: pinpointing problems in communities
- \* Inuit Environmental and Human Rights Advocate, Sheila Watt-Cloutier (author) provided very inspiring presentation: time to listen to the Inuit Climate Change Issues, recommend reading her books

**Resolution 2019-097**

Motion to approve Deputy Mayor Joe Lalonde's April 9, 2019, verbal report.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Chaal Cadieux

**ALL IN FAVOUR - MOTION CARRIED**

**c. Acting Mayor's Report**

**d. SAO Report**

**i. Written**

**Resolution 2019-098**

Motion to approve the SAO's written Report, as at March 31, 2019, with the following changes:

- \* remove paragraph 1 & 3 and revise paragraph 2 to be more positive


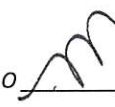
**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

**Discussion:**

- \* Can community residents cut wood in newly cut berms? Yes at their own risk.

Initials: Mayor  SAO 

ii. Balance Sheet

**Resolution 2019-099**

Motion to accept the Balance Sheet, as at March 31, 2019, as presented.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Bruce Proud

***ALL IN FAVOUR - MOTION CARRIED***

iii. Income Statement

**Resolution 2019-100**

Motion to accept the Income Statement, as at March 31, 2019, as presented.

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Joe Lalonde

***ALL IN FAVOUR - MOTION CARRIED***

iv. Variance Report

**Resolution 2019-101**

Motion to accept the Variance Report, as at March 31, 2019, as presented.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

***ALL IN FAVOUR - MOTION CARRIED***

**Discussions:**

Numbers likely to change once all year end numbers are entered and audit is complete.

v. Historical Expenses (2016-2019), as requested March 12, 2019

**Resolution 2019-102**

Motion to accept the Historical Actual Expenses (2016-2019), as information (as requested March 12, 2019).

**Moved by:** Councillor Craig McMaster

**Seconded by:** Deputy Mayor Joe Lalonde

***ALL IN FAVOUR - MOTION CARRIED***

vi. Outstanding Motion List

**Resolution 2019-103**

Motion to accept the Outstanding Motion List, as at March 31, 2019, as presented.

**Moved by:** Councillor Bruce Proud

**Seconded by:** Councillor Barb Hart

***ALL IN FAVOUR - MOTION CARRIED***

Initials: Mayor JC SAO MM

vii. Motion List (attached separately)

**Resolution 2019-104**

Motion to accept the Motion List, as at March 31, 2019, as presented for the April 9, 2019 Council Meeting.

**Moved by:** Councillor Bruce Proud

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

viii. In Camera – Lieu Time/Employment Agreement Matters: Hamlets Act 2003, c.22, Section 25(3)(d)

**Resolution 2019-105**

Motion to move into an in camera session at 8:11 pm, to discuss the following:

\* Lieu Time/Employment Agreement Matters: Hamlets Act 2003, c.22, Section 25(3)(d)

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Bruce Proud

**ALL IN FAVOUR - MOTION CARRIED**

**Resolution 2019-106**

Motion to move out of the in camera session at 8:31 pm, and resume the April 9, 2019 Regular Council Meeting.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Chaal Cadieux

**ALL IN FAVOUR - MOTION CARRIED**


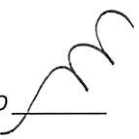
**Resolution 2019-107**

Motion that the SAO be paid out for her accumulated lieu time (October 29, 2018 to March 31, 2019, in the amount of \$5,922,84 (115.5 hours).

**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

Initials: Mayor  SAO 

#### Resolution 2019-108

Motion that the SAO be paid the salary increases identified in her Employment Agreement, signed March 4, 2016, which would be:

- \* The salary increase for 2018/19 that has not been collected shall be paid out in the amount of \$3,000; plus
- \* 3% (\$3,000) of her 2018/2019 salary (outstanding salary increase) to be added to the;
- \* 3% (\$3,090) of her 2019/2020 salary (current salary increase).

This salary increase is to be effective as of April 1, 2019 and shall be paid according the Hamlet of Enterprise's regular biweekly pay schedule.

The SAO's salary increases are dependant on successful employment evaluations being conducted. The Hamlet Council conducted Employment Evaluations on the SAO in 2017 & 2018; both evaluations were considered successful.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Chaal Cadieux

**ALL IN FAVOUR - MOTION CARRIED**

Discussion:

The SAO is to look into the annual cost of living being provided to staff annually.

**e. Fire Chief Reports**

- i. Meeting Minutes - March 6, 2019
- ii. Meeting Minutes - March 20, 2019

#### Resolution 2019-109

Motion to accept the following Fire Department Meeting Minutes, with the following changes:

- \* Meeting Minutes - March 6, 2019: Change wording regarding Fire Hall entry to be more positive; Remind of bylaw.
- \* Meeting Minutes - March 20, 2019: None

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Chaal Cadieux

**ALL IN FAVOUR - MOTION CARRIED**

Discussion:

Maybe put a sign on the door with bylaw number to advise of authorized entry only

- iii. Briefing Note – Shelving

#### Resolution 2019-110

Motion that administration proceed with the purchase of shelving, as described in the Briefing Note – Shelving & Equipment, in the amount of \$7,834.35, including GST from Wholesale Fire & Rescue and Uline.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Chaal Cadieux

**ALL IN FAVOUR - MOTION CARRIED**

Discussion:

Assembly of shelves? Fire Department will put shelves together during a fire meeting.

Initials: Mayor  SAO 

iv. Briefing Note – Bunker Gear

**Resolution 2019-111**

Motion that administration proceed with the purchase of three (3) sets of bunker gear for the Fire Department, as described in the Briefing Note – Bunker Gear, in the amount of \$8,060, including GST, from Westech Fire & Safety.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

Discussion:

In Briefing Note there is an additional quote and an inventory of current gear, as requested at the last meeting

Upcoming expiry of bunker gear:

- \* 3 full sets – Not used (next year)
- \* 2 full sets – Used (this year)
- \* Only small sets in extra gear (will only fit anyone John's size, but not bigger, so no real back up gear)

f. Wellness/Recreation Leader

a. March 2019 Report

**Resolution 2019-112**

Motion to approve the Wellness/Recreation Leader Report, as at March 31, 2019, as presented.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Chael Cadieux

**ALL IN FAVOUR - MOTION CARRIED**

Discussions:

Reminder of Spring Carnival is this weekend

8. **ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)**

a. **Special Meeting Minutes - February 13, 2019**

**Resolution 2019-113**



Motion to accept the February 13, 2019 Special Council Meeting Minutes, with one change:

- \* Start time at top of minutes needs to read 10 am not 7 pm

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Bruce Proud

**ALL IN FAVOUR - MOTION CARRIED**

Initials: Mayor  SAO 

**b. Special Meeting Minutes - February 19, 2019**

**Resolution 2019-114**

Motion to accept the February 19, 2019 Special Council Meeting Minutes, as presented.

**Moved by:** Councillor Bruce Proud

**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

**c. Special Meeting Minutes - February 22, 2019**

**Resolution 2019-115**

Motion to accept the February 22, 2019 Special Council Meeting Minutes, as presented.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

**d. Regular Meeting Minutes – March 5, 2019**

**Resolution 2019-116**

Motion to accept the March 5, 2019 Regular Council Meeting Minutes, as presented.

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

**e. Special Meeting Minutes – March 12, 2019**

**Resolution 2019-117**

Motion to accept the March 12, 2019 Special Council Meeting Minutes, as presented.

**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Councillor Bruce Proud

**ALL IN FAVOUR - MOTION CARRIED**

**f. Special Meeting Minutes – March 19, 2019**

**Resolution 2019-118**

Motion to accept the March 19, 2019 Special Council Meeting Minutes, as presented.

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

Initials: Mayor  SAO 

**g. Special Meeting Minutes – March 26, 2019**

**Resolution 2019-119**

Motion to accept the March 26, 2019 Special Council Meeting Minutes, with one change

- \* Change Craig McMaster to Winnie Cadieux in the seal area

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Joe Lalonde

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**ALL IN FAVOUR - MOTION CARRIED**

**h. In Camera – Conflict of Interest Legal Opinion: Hamlets Act 2003, c.22, Section 25(3)(h)**

**i. In Camera – Conflict As and When: Hamlets Act 2003, c.22, Section 25(3)(c)**

**Resolution 2019-120**

Motion to move into an in camera session at 8:53 pm, to discuss the following:

- \* Conflict of Interest Legal Opinion: Hamlets Act 2003, c.22, Section 25(3)(h)
- \* Conflict As and When: Hamlets Act 2003, c.22, Section 25(3)(c)

**Moved by:** Councillor Craig McMaster

**Seconded by:** Councillor Chaal Cadieux

**ALL IN FAVOUR - MOTION CARRIED**

**Resolution 2019-121**

Motion to move out of the in camera session at 9:01 pm, and resume the April 9, 2019 Regular Council Meeting.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

**Resolution 2019-122**

Motion that the SAO be granted the ability to treat Eric's Bobcat Service equal to any other local business, providing the 2018-012 Procurement Bylaw is adhered to.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

**9. DEFERRED BUSINESS AND TABLED ITEMS - NIL**

Initials: Mayor  SAO 

## 10. NEW BUSINESS

### a. General Mill Rate – Motion

#### Resolution 2019-123

Motion that the General Mill Rate for Enterprise **not be** increased more than 2.3 percent in 2019.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

### b. Fox Farm Survey – Motion

#### Resolution 2019-124

Motion that Ollerhead & Associates Ltd. move forward with the legal survey of the Fox Farm Road in the amount of \$17,700, as quoted November 28, 2018. Costs are to come out of the Capital Plan - Land Development – New Residential and Industrial Development budget.

**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

### c. Operation and Maintenance (O&M) Contribution Agreement - Motion (\$827,000)

#### Resolution 2019-125

Motion that the Hamlet of Enterprise enter into a Contribution Agreement with the GNWT Department of Municipal and Community Affairs for Operation and Maintenance Funding in the amount of \$827,000 for the 2019-2020 fiscal year.

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

### d. Water/Sewer Contribution Agreement (W/S) - Motion (\$253,000)

#### Resolution 2019-126

Motion that the Hamlet of Enterprise enter into a Contribution Agreement with the GNWT Department of Municipal and Community Affairs for funding to provide Water/Sewer Services within the Hamlet of Enterprise, in the amount of \$253,000, for the 2019-2020 fiscal year.


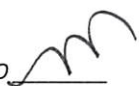
**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Craig McMaster

**ALL IN FAVOUR - MOTION CARRIED**

#### Discussion:

Increased from last year

Initials: Mayor  SAO 

**e. Community Public Infrastructure (CPI) Contribution Agreement - Motion (\$646,000)**

**Resolution 2019-127**

Motion that the Hamlet of Enterprise enter into a Contribution Agreement with the GNWT Department of Municipal and Community Affairs for Community Public Infrastructure Funding, in the amount of \$646,000, for the 2019-2020 fiscal year.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Craig McMaster

**ALL IN FAVOUR - MOTION CARRIED**

**f. Housing Plan Participation Agreement – Motion**

**Resolution 2019-128**

Motion to enter into the proposed Housing Plan Participation Agreement, as presented and that Councillor Craig McMaster be appointed as the Housing Plan Community Liaison/Point of Contact.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Bruce Proud

**ALL IN FAVOUR - MOTION CARRIED**

**Discussion:**

Reminder: the Seniors want to be involved in this project.

**g. Housing Facilitator Job Description – Motion**

**Resolution 2019-129**

Motion to approve the proposed Local Facilitator Job Description for the NWT HC Enterprise Housing Plan Development Project, with the following revision/s:

\* No Hamlet Councillor shall have the ability to fill this position

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

**h. Water Sampling Approval: Escarpment Lake – Motion**

**Resolution 2019-130**

Motion that Yannick Huot, of the University of Sherbrook in Quebec, Canada be granted permission to conduct water samples at Escarpment Lake as part of the 5-Year Lake Pulse Project, as per email request dated March 29, 2019.



Council would also like to recommend that the Lake beside Escarpment Lake also/or be tested. The lake has no name, but a map can be provided to Yannick Huot.

Council request that sample results be shared with the Hamlet of Enterprise and that local expertise/assistance be sought.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

Initials: Mayor  SAO 

## 11. STRATEGIC PLAN REVIEW

### a. Strategic Plan Report

#### Resolution 2019-131

Motion to approve the SAO's Strategic Plan Update, as at April 3, 2019, as presented.

**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

Discussion:

Many projects are on hold right now until spring/summer

## 12. BYLAWS & POLICIES

### a. Harassment Policy

#### Resolution 2019-132

Motion to approve the Draft Harassment Policy, as presented.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

Discussion:

Developed by NWTAC and reviewed by their legal, if we change too much policy would need to go back to legal for review

### b. Code of Conduct (Tabled October 18, 2018: For Additions)

#### Resolution 2019-133

Motion to approve the Draft Employee Code of Conduct Policy, as presented.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Bruce Proud

**ALL IN FAVOUR - MOTION CARRIED**

Discussion:

- \* Not only NWTAC, rather merged with another policy to elaborate on issues in more detail
- \* Maybe an employee handbook could be helpful for staff
- \* Remove the heading Definitions, if SAO wants

### c. Rules of Conduct & Ethical Procedures Draft Document for Bylaw Development Workshop

#### Resolution 2019-134

Motion to accept the document titled "Rules of Conduct and Ethical Principals Bylaw 2019-11" as a draft document to be referenced and amended during a Bylaw Development Workshop that will be hosted to help the Hamlet Council develop a new Rules of Conduct and Ethical Principals Bylaw.

**Moved by:** Deputy Mayor Joe Lalonde

**Seconded by:** Councillor Craig McMaster

**ALL IN FAVOUR - MOTION CARRIED**

Discussion:

MACA did a workshop in January and the Hamlet's Current Code of Conduct and Ethics Bylaw needs updating

Initials: Mayor      SAO

**13. COUNCIL ISSUES AND CONCERNS**

**a. Open Discussion**

There were no discussions

**14. CORRESPONDENCE OUTGOING**

There was no outgoing correspondence

**15. CORRESPONDENCE AND INFORMATION**

- a. January 22, 2019 - McKenna Funeral Home Services (letter)
- b. February 13, 2019 – January 2019 Police Report (email)
- c. March 7, 2019 – February 2019 Police Report (email)

People having no place to go, stranded, if the Fire Department can develop an emergency response for these kinds of issues, it could be beneficial: phone numbers, shelters, ect.

**d. March 26, 2019 - Gas Tax Additional Payment (email)**

Extra payment in 2019/20, paid in two payments

**16. ADJOURNMENT**

**a. Upcoming Meeting/s**

- i. Regular Meeting – May 7, 2019 (Council Chambers 7:00 pm)  
Reschedule to May 14, 2019 (?)

**Resolution 2019-135**

Motion to reschedule the May 7, 2019, Regular Council Meeting to May 14, 2019 (7 pm in Council Chambers).

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Joe Lalonde

**ALL IN FAVOUR - MOTION CARRIED**

**Discussion:**

SAO will be on annual for 3 weeks, looking to reschedule regular meeting

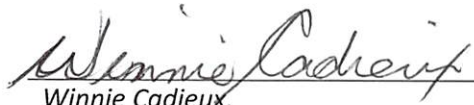
**Resolution 2019-136**

Motion to adjourn the April 9, 2017 Regular Council Meeting at 9:46 pm.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Chaal Cadieux



**ALL IN FAVOUR - MOTION CARRIED**

  
 Winnie Cadieux,  
 Mayor

  
 Tammy Neal,  
 Senior Administrative Officer



SEAL

Initials: Mayor  SAO 

**“APPENDIX A”**  
**SAO Report, as at March 31, 2018**  
**for the April 9, 2019 Council Meeting**

*SAO CONCERNS/COMMENTS*

**SAO Annual**

Due to the SAO getting sick, her annual as been postponed.

The SAO is planning on taking her annual from April 15 to May 3, 2019 and would like to request that the May 7, 2019 Regular Council Meeting be rescheduled to May 14, 2019, so she has time to prepare a meeting package when she returns (which would have to be advertised by May 9, 2019).

**WSSC Inspection**

WSSC inspected Hamlet Building and the following are orders and deadlines that must be met:

Direction #	Description	Deadline
2019-KC-00393-001	Flashback arrestors installed on all welding equipment	Apr 30/19
2019-KC-00393-002	Develop and implement lockout procedures	May 31/19
	Ensure that employees are trained and competent in lockout procedures	May 31/19
	Provide a written copy of lockout procedures to each worker who is required to work on a machine which requires a lockout process	May 31/19
2019-KC-00390-001	Conduct an assessment, develop and implement an exposure control plan to eliminate or minimize worker exposure where workers are required or permitted to handle, use or produce, or be exposed to an infectious material or organism at the sewage lagoon.	Apr 30/19
	Train workers with respect to the exposure control plan and the use of control measures appropriate for the task or procedure undertaken	Apr 30/19
2019-KC-00392-001	Ensure that tools and equipment are safely stored and secured	May 31/19
	Ensure that SCBA containers are safely stored and secured	May 31/19
	Take steps to correct an unsafe condition and take reasonable steps to protect the health and safety of workers until the unsafe condition is corrected	May 31/19

2019-KC-00392-002	Ensure that SCBA masks are kept in a convenient and sanitary location when not in use	Apr 15/19
2019-KC-00389-001	Post speed limit signs at the landfill site	Apr 15/19
	Develop and implement a written traffic control plan to protect workers from traffic hazards	Apr 15/19
2019-KC-00391-001	Develop and implement the necessary policies and procedures of a health and safety program	May 1/19
	Ensure that all supervisors have the NT Supervisors course	May 1/19
2019-KC-00391-002	Replace out-of-date AED batteries and chest pads	Apr 30/19
2019-KC-00391-003	Provide and maintain eye wash stations in all custodial rooms	Apr 30/19

Would like to thank Councillor Bruce Proud and Councillor Craig McMaster for their interest in the Fire Department for volunteering to visit the Fire Hall to assess the need for shelving. It is noted that Council members may not have been aware that it is a violation of the Fire Protection Bylaw #24 for anyone to enter into the Fire Hall without the Fire Chief or other authorized personnel. To ensure everyone is aware of this, a sign will be posted at the entrance of the Fire Hall stating this.

*HUMAN RESOURCES*

**Current Staff:** 16 (4 Full time, 7 Part Time, 3 Casual, 2 Seasonal)  
**Job Vacancies:** Administrative Assistant

*PROJECTS*

FUNDING	
ITI Tourism Plan (\$25,000)	Now approved
ITI Visitor Information (\$40,000)	We need to return this unused funding. The funding can only be used for construction of the VIC portion of the new Hamlet office
ITI Seed Funding (\$25,000)	The Hamlet did not receive this funding
ITI Garden Funding \$25,000 for up to 4 years	Plan will be developed this fiscal year
ECE Funding - Small Communities Employment Program \$55,000	Funding will be used to subsidize training positions in the Public Works Department and the After School Program.
PROJECTS	
NT Council of Friendship Centers	Met with Dinah Carnogursky, and Ann Firth-Jones who explained the services they provide

	<ul style="list-style-type: none"> <li>We will be working together to coordinate healing workshops within the community and possible services between counselling sessions</li> </ul>
New School Bus	<ul style="list-style-type: none"> <li>Received New School Bus</li> </ul>
Counselling	<ul style="list-style-type: none"> <li>Counselling Resumed March 27, 2019 through the KFN Wellness Center. The Councillor will come to Enterprise each week or every two weeks depending on the number of clients that utilize her services.</li> </ul>
Department of Infrastructure	<ul style="list-style-type: none"> <li>No Response, to date, regarding a possible MOU</li> </ul>
Waste Management/Recycling	<ul style="list-style-type: none"> <li>Next step would be to apply for funding to have a feasibility study conducted on how waste management could look in Enterprise.</li> <li>Staff will look at some recycling ideas this fiscal year</li> </ul>
Petro Pass	<ul style="list-style-type: none"> <li>Pending response with regards to a privacy fence and washrooms</li> </ul>
Education Culture & Employment After School License Inspection	<ul style="list-style-type: none"> <li>Floors are fixed, stripped and re-waxed, they look very nice</li> <li>Administration has retained a part time employee to wash and buff the floors every 3 weeks to help keep maintenance up to date</li> </ul>
Controlled Burn/FireSmart Project with ENR	<ul style="list-style-type: none"> <li>ENR signed a contribution agreement with the Hamlet to have the grid developed in the experimental area; this work is complete and has been inspected by ENR</li> </ul>
Mailbox Project <b>Proposed Public Meeting Topic</b>	<ul style="list-style-type: none"> <li>Pending an update from Canada Post</li> <li>Staff will develop a beautification plan for the mailbox area and will bring to Council for approval</li> </ul>
<b>CAPITAL PROJECTS</b>	
Sewage Truck	<ul style="list-style-type: none"> <li>The sewer truck was sent to Baker Lake, as per Council motion; however a new one has not yet been received.</li> <li>Dillon Consulting will be retained to help with a new bylaw</li> </ul>
Grader Life	<ul style="list-style-type: none"> <li>Motion 2018-327: Some repairs have been made to the grader, but not all. The grader seems to be holding up.</li> </ul>
Trapper	<ul style="list-style-type: none"> <li>Motion 2016-223 &amp; 2018-103: Price determined; Council needs to finalize price.</li> </ul>
Best Locks/Keys	<ul style="list-style-type: none"> <li>Motion 2017-233: Software is set up; policies need to be drafted</li> <li>Will be reviewing the key cutting equipment with the Public Works Foreman this fiscal year.</li> </ul>
<b>COMPLETED INFRASTRUCTURE REVIEW PROJECTS</b>	
New Hamlet Office	<ul style="list-style-type: none"> <li>TAG was contacted to re-initiate their work and host a community meeting</li> <li>A teleconference will take place between April 10-12 to plan the next steps, pending confirmation of date and time</li> </ul>
Community Hall	<ul style="list-style-type: none"> <li>Nothing to update</li> </ul>
6 Bay Parking Garage	<ul style="list-style-type: none"> <li>Sea can roofs set to start in Spring</li> </ul>
Playground on Robin Road <b>Proposed Public Meeting Topic</b>	<ul style="list-style-type: none"> <li>Development of an Upgrade Plan will be worked on this fiscal year</li> </ul>
Baseball Field/Event Venue Site <b>Proposed Public Meeting Topic</b>	<ul style="list-style-type: none"> <li>Council direction/plan required</li> </ul>
Community Trails <b>Proposed Public Meeting Topic</b>	<ul style="list-style-type: none"> <li>Development of an Upgrade Plan will be developed this fiscal year</li> </ul>

<b>Cemetery</b> <b>Proposed Public Meeting Topic</b>	<ul style="list-style-type: none"> <li>More survey work is required</li> <li>Issue will be brought to a future council meeting</li> </ul>
<b>Solid Waste Site</b>	<ul style="list-style-type: none"> <li>Fence will be erected this fiscal year</li> <li>Gates have been build</li> <li>A fence around the domestic waste site is also proposed, as the orange snow fence is not working well (fence is required for water licence)</li> </ul>
<b>Sewage Lagoon</b>	<ul style="list-style-type: none"> <li>Discussions with the MVLWB, ENR, MACA and the Hamlet have taken place and the scope of work is proposed to be reduced. The final scope of work is not yet complete. The next step is another meeting to discuss the water sample results. Meeting pending</li> </ul>
<b>Roads</b>	<ul style="list-style-type: none"> <li>A Fox easement agreement has been signed</li> <li>A very preliminary survey of the road was conducted while Ollerhead was in Enterprise conducting other work. I believe it was simply to GPS the road for their maps.</li> <li>A full survey must now be done in order to acquire the land title</li> </ul>
<b>Gravel Pit</b>	<ul style="list-style-type: none"> <li>Nothing to report</li> </ul>
<b>Aggregate</b>	<ul style="list-style-type: none"> <li>Nothing to report</li> </ul>
<b>FireSmarting</b>	<ul style="list-style-type: none"> <li>A meeting with Westly Steed took place on October 17, 2018 to review FireSmart Areas and the Community's Wildfire Plan.</li> <li>ENR will be providing an update on the priority areas for Enterprise, then an updated FireSmart Plan will be developed with a new priority area</li> <li>FireSmarting will be contracted out again this fiscal year</li> </ul>
<b>ENERGY EFFICIENT UPGRADES</b>	
<b>Energy Audits</b>	<ul style="list-style-type: none"> <li>Discussions have taken place with AEA. There is funding that can be accessed for retrofits. Public Works and SAO have discussed possible projects that would fit within our budgets. A thought was to replace the automatic lights outside the main buildings with led lights. Quotes have yet to be sought.</li> </ul>
<b>Wood Stove Program</b>	<ul style="list-style-type: none"> <li>The SAO is working with AEA to offer this program to residents</li> <li>The Hamlet has a list of approximately 12 interested residents</li> </ul>

*TRAINING/WORKSHOPS/CONFERENCES*

MONTH	DATE	DESCRIPTION	STAFF MEMBER
to Completion	to Completion	Bylaw Officer Course	SAO - Need to Write Exam Only
February 27	To April 2	NWTAC Conference, YK	SAO, Mayor, Deputy Mayor & 2 Councillors
March	4	Employment Standards Workshop, YK	SAO, Mayor, 1 Councillor

SAO MEETINGS

MONTH	DAY	ORGANIZATION	DESCRIPTION	TOPIC
March	30	Counselling Contractor	Meeting	Counselling Services
	5	Staff	Meeting	Investigation
	5	Staff	Meeting	Investigation
	6	Wellness/Recreation Leader	Meeting	Planning/Updates
	6	ENR/SAO/Public Works Foreman	Teleconference	Controlled Burn Project
	6	SAO/Public Works Foreman/Contractor	Meeting	Look at Controlled Burn Project Work Site where grids would be developed and flagging
	7	NT Council of Friendship Centers Dinah/Ann	Meeting	Support Work Available
	7	MACA/SAO Gladys & Mary	Meeting	Updates
	8	Mayor/SAO	Meeting	Updates
	12	SAO/Key Contracting	Meeting	Sign Work Agreement
	12	Mayor/Deputy Mayor/Regional Superintendent of Lands/ Lands Officer/Team Leader Commissioner's Lands/Director of Lands	Meeting	Update on Land Transfer
	13	SAO/Public Works	Inspection	Look at Dozer Work
	13	SAO/HEO	Meeting	Staff Mtg – Going Forward
	13	Community Member	Meeting	Asset Management Program
	19	Mayor/SAO	Meeting	Update
	19	MACA Community Works Advisor	Meeting	Capital Planning Plan
	19	SAO/Legal Council	Teleconference	Staff Issue
	19	SAO/WSCC x2	Teleconference	Staff Issue
	20	Mayor/SAO	Meeting	Debrief
	20	SAO/Finance Trainee/Finance	Meeting	Weekly Goals/Updates
	21	Mayor/SAO	Meeting	Draft Letter to AWP
	22	SAO/Community Member	Meeting	Damage to Property
	25-28	SAO Off Sick		
	29	Mayor/SAO	Meeting	Updates

SAO Meets with Public Works Foreman, almost daily on planning/updates.