

REGULAR COUNCIL MEETING AGENDA
June 12, 2018
Council Chambers 7:00 pm
 Approve by Motion 2018-202

<u>PRESENT</u> Councillor Winnie Cadieux Councillor Alan Kimble Councillor Darren Sopel Councillor Chaal Cadieux	<u>ABSENT</u> Deputy Mayor Joe Lalonde Councillor Daniel Harley	<u>STAFF</u> SAO, Tammy Neal <u>MINUTES PREPARED BY</u> SAO, Tammy Neal
<u>GALLERY</u>	<u>DELEGATES</u>	

1. CALL TO ORDER

Mayor Winnie Cadieux called the June 12, 2018 Regular Council Meeting to order at 7:00 pm

2. COUNCILLOR ABSENCES

Resolution 2018-170

Motion to accept, with reason, the absence of the following Councillor/s:

- * Deputy Mayor Joe Lalonde
- * Councillor Daniel Harley

Moved By: Councillor Alan Kimble
Seconded By: Councillor Darren Sopel

ALL IN FAVOUR – MOTION CARRIED

3. AGENDA ADDITIONS

There were no agenda additions

4. ADOPTION AGENDA

Resolution 2018-171

Motion to approve the June 5, 2018 Regular Meeting Agenda, as presented

Moved By: Councillor Alan Kimble
Seconded By: Councillor Darren Sopel

ALL IN FAVOUR – MOTION CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST

Councillor Alan Kimble declared a conflict with regards to item 10.a) Public Works Manager Job Description, as he might apply for the position

Initials: Mayor WC SAO TM

6. DELEGATIONS - NIL

7. REPORTS

a. Mayor's Report

May 30th Meeting:

- * **the RCMP, HRHSS and SAO** with regards to Family Violence in the community
- * As a result of the meeting, the RCMP offered to conduct a Bike Rodeo on June 16, 2018 at 1 pm. The hamlet will provide a BBQ
- * A community meeting will follow the Bike Rodeo
- * **Hay River Health and Social Services** committed resources and program information to try to help the Hamlet and **Enterprise Residents**

Other Activities:

- * A Get Active Event was hosted by Mindi Gauthier and Sandra McMaster and sponsored by McMaster Electric to support Individuals with disabilities; it was well attended. The Hamlet supported the event with the loan of games, tables and chairs
- * Katherine St. Lenoir sends a big thank you to the Hamlet Council for the gift certificates and card Council gave her to recognize the medal she won at the Arctic Winter Games
- * Katherine St. Amour and Nicholas Kimble are the only students graduating and Council should provide a graduation gift to them

Resolution 2018-172

Motion to provide Enterprise graduates with a graduation gift of \$500.00 from the Hamlet of Enterprise.

Moved By: Councillor Darren Sopel

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

Resolution 2018-173

Motion to accept the Mayor's verbal report.

Moved By: Councillor Chaal Cadieux

Seconded By: Councillor Alan Kimble

ALL IN FAVOUR – MOTION CARRIED

b. Deputy's Mayor's Report

None

c. Acting Mayor's Report

None

d. SAO Report

i. Written Report


Resolution 2018-174

Motion to accept the SAO's written report, as at May 31, 2018

Moved By: Councillor Darren Sopel

Seconded By: Councillor Alan Kimble

ALL IN FAVOUR – MOTION CARRIED

Initials: Mayor  SAO 

The SAO also explained that the Sewage Lagoon and Solid Waste Site were inspected on Monday. The desludging did not accomplish the anticipated results. The Hamlet needs to conduct a sewage lagoon study/report by March 31, 2019. The study will help determine the future of the lagoon; it may need to be rebuilt/redesigned with engineered drawings.

Council would like to see annual reports and the history that lead up to the desludging of the lagoon. The lagoon was not engineered, which should have been known prior to desludging. It is thought that the whole lagoon was not desludged, as the cell to the left is part of the lagoon and still full of cat tails.

ii. Motion List & Outstanding Motion List, as at May 31, 2018

Mayor Winnie Cadieux explained that all the motions except 2 have been started. As per discussions with the SAO, in the future, the SAO will move all motions that have been started on into her report, and keep only the motions that have not been acted on at all in the Outstanding Motion List.

Mayor Winnie Cadieux also explained that any time Council wants the SAO to do something, a motion will be made for clarity

The bear should have been included in the SAO report.

Resolution 2018-175

Motion that the SAO, in the Spring seasons provide the community with bear aware programs, remind residents of the Wildlife Phone Line and remind residents that it is illegal and dangerous to fire a gun within the community.

Moved By: Councillor Darren Sopel

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

Resolution 2018-176

Motion to accept the Motion List & Outstanding Motion List, as at May 31, 2018.

Moved By: Councillor Darren Sopel

Seconded By: Councillor Alan Kimble

ALL IN FAVOUR – MOTION CARRIED

iii. Program & Capital Variance Report, as at May 31, 2018

Resolution 2018-177

Motion to accept the Program & Capital Variance Report, as at May 31, 2018

Moved By: Councillor Darren Sopel

Seconded By: Program & Capital Variance Report, as at May 31, 2018

ALL IN FAVOUR – MOTION CARRIED

e. **Fire Chief Report**

i. Letter: Update

ii. Meeting Minutes: May 30, 2018

Initials: Mayor  SAO 

Resolution 2018-178

Motion to accept the Fire Department Update Letter and the Meeting Minutes of May 30, 2018

Moved By: Councillor Darren Sopel

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

f. **Recreation/Wellness Report - NIL**

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

a. **Regular Meeting Minutes – May 8, 2018 (Part 1)**

Resolution 2018-179

Motion to approve the Regular Meeting Minutes – May 8, 2018 (Part 1)

Moved By: Councillor Alan Kimble

Seconded By: Councillor Darren Sopel

ALL IN FAVOUR – MOTION CARRIED

Correction: Page 2, change Buns to Burns

b. **Regular Meeting Minutes – May 15, 2018 (May 8 Part 2)**

Resolution 2018-180

Motion to approve the Regular Meeting Minutes – May 15, 2018 (May 8 Part 2)

Moved By: Councillor Darren Sopel

Seconded By: Councillor Alan Kimble

ALL IN FAVOUR – MOTION CARRIED

Correction: Page 1 - change Galley to Gallery

Confirm: Page 3 – Under Financial Reports, March 31 or April 30?

9. **DEFERRED BUSINESS & TABLED ITEMS**

TABLED MAY 15:

a. **Strategic Plan Progress Update**



There is a more updated report under 11. A) (because this report was tabled, it is not up to date)

b. **Community Meeting**

There will be a Community Meeting June 16, combined with the Bike Rodeo hosted by the RCMP, to update the community with regards to the strategic plan and advise of upcoming meetings that will require community input and encourage community members to attend and provide input.

There has also been a Land Update from MACA. A letter from MACA will go out to affected First Nations to see if they would like to see a consultation process. If there is no response within 30 days the bylaw will be signed, if a First Nation wants a consultation it will go out to consultation. The community can be updated on this, during the meeting.

c. **Contracting Bylaw -Table to July 3**

Initials: Mayor  SAO 

- d. **Council Procedures** Bylaw – Agenda Format -Table to July 3
- e. **Letter: Northland Utilities NWT Rider A Application** – April 12, 2018
For information on request for rate increase.

10. NEW BUSINESS

a. **Public Works Manager Job Description**

Councillor Alan Kimble left the room at 8:29 pm, as he declared a conflict in agenda item 5.

Resolution 2018-181

Motion to approve the Public Works Foreman Job Description with the following changes:

- * Item number 8. "Work with the SAO to" prepare legislated Mackenzie Valley Land and Water Board Reports
- * Item number 9. Remove back up Bus Driver and Handi Van

Moved By: Councillor Darren Sopel

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

Councillor Alan Kimble rejoined the meeting at 8:45 pm

Resolution 2018-182

Motion to take a 5 minute break at 8:45 pm

Moved By: Councillor Darren Sopel

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

Resolution 2018-183

Motion to resume the June 12, 2018 Regular Council Meeting at 8:49 pm

Moved By: Councillor Darren Sopel

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

b. **Fox Farm**

Resolution 2018-184



Motion that the SAO proceed with the land application to acquire the Fox Farm Road and the road past the Stan Pit and the road access to the river (approximately 1.5 kms), as Hamlet assets.

Moved By: Councillor Chaal Cadieux

Seconded By: Councillor Alan Kimble

ALL IN FAVOUR – MOTION CARRIED

11. STRATEGIC PLAN REVIEW

Initials: Mayor  SAO 

- a. Strategic Plan Progress Report, as at May 30, 2018

Resolution 2018-185

Motion to accept the Strategic Plan Progress Report, as at May 30, 2018, as information. Next report to include the available funding. SAO to contact NFTI to see if they are interested in compost materials such as leaves or grass?

Moved By: Councillor Alan Kimble

Seconded By: Councillor Darren Sopel

ALL IN FAVOUR – MOTION CARRIED

- b. Community Infrastructure and Redevelopment Review

Resolution 2018-186

Motion to host a workshop planning session to address the Community Infrastructure and Redevelopment Review, primary goal of the Strategic Plan. Date should be coordinated within the next 30 days, when all Council members are available to attend.

Moved By: Councillor Alan Kimble

Seconded By: Councillor Darren Sopel

ALL IN FAVOUR – MOTION CARRIED

12. BYLAWS & POLICIES

13. COUNCIL ISSUES AND CONCERNS

a. **Open Discussion**

- i. Raffle - keep an eye on the ticket sales to ensure we sell as many as possible. Email poster to neighboring communities.
- ii. Flowers – were not been acceptable, seeking remediation.
Garbage Pick Up – Residents need to ensure their garbage is bagged, or it won't be picked up
- iii. SAO away for Wed pm Thursday Friday, planning trip for mother's surgery
- iv.

14. CORRESPONDENCE OUTGOING

- a. Letter: NFTI Support Letter – May 9, 2018
- b. Letter: Community Resident – Warning Tie Dogs Up – May 29, 2018
Not everyone complying with letter. SAO explained the next step would be to get a ticket book and issue tickets.
- c. Email: Support Double A Ventures

15. CORRESPONDENCE AND INFORMATION INCOMING

There was no incoming correspondence

16. ADJOURNMENT

Initials: Mayor  SAO 

- a. Upcoming Meetings
 - i. July 3, 2018: Regular Council Meeting, Council Chambers
 - ii. June 16, 2018 Community Meeting
 - iii. Community Infrastructure and Redevelopment Review – TBA

Add Honorarium Review...Info to next agenda

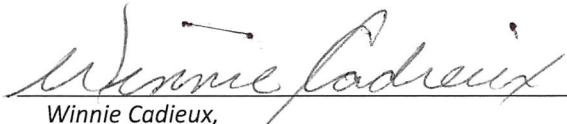
Resolution 2017-187

Motion to adjourn at 9:25 pm.

Moved By: Councillor Alan Kimble



Seconded By: Councillor Darren Sopel

ALL IN FAVOUR – MOTION CARRIED


Winnie Cadieux,
Mayor


Tammy Neal,
Senior Administrative Officer



Initials: Mayor  SAO 

“APPENDIX A”
SAO Report, as at May 31, 2018
for the June 5, 2018 Council Meeting

SAO CONCERNS/COMMENTS

NIL

HUMAN RESOURCES

Current Staff: 14 (5 Full time, 5 Part Time, 2 Casual, 2 Seasonal)
Job Vacancies: NIL

WHIMS Training – is in the process of being scheduled, two staff members and 3 fire fighters have the certificate, so far.

PROJECTS

FUNDING	
ITI Tourism Plan	Contribution Agreement Signed \$25,000
ITI Visitor Information	Contribution Agreement Signed \$40,000
ITI Seed Funding	Application submitted - Development Consulting \$25,000/Hamlet Contribution \$5,000/Total \$30,000
ITI Garden Funding	Funding available to revamp garden; however, a plan is required. SAO needs Council input on what they would like the finished garden to look like; or what to apply for
PROJECTS	
Counselling	No Counselling in April, due to transition in Counsellors. 3 different clients in May.
Hamlet Policies	In Progress
Year End Audit	In Progress
WSCC	WHMIS Certification required for compliance: Overdue (due April 30)
Debit Machine	Supplier sent wrong unit; a new unit is on order
Council Training	Contacted MACA – They will coordinate
Petro Pass	Contacted – Pending contact info to book meeting
Department of Infrastructure	Contacted – Pending meeting date regarding possible MOU. Invited to attend the July Council Meeting to meet with Council. Invitation was welcome; pending confirmation of attendance
ENR – Controlled Burns	Pending Update on Controlled Burns
ECE - Funding	Meeting Monday June 4 to discuss program funding
MACA - Taxes	Maca keeps a 10% administration fee from taxes collected in Enterprise. Who does MACA pay the School Tax to is being looked into
Jamboree Raffle	Quad Purchased Donation: Enterprise Plumbing and Heating - \$3500 Pellet Stove Donation: Aurora Wood Pellets/Wesclean - \$500 Donation: Hay River Home Hardware - \$550 Patio Set
GIC's	All GIC's have been converted to bank accounts as of, May 23, 2018 Auditor will work with SAO to determine amounts that require a transfer to lands and O&M and an update will be provided during the Audit Presentation

CAPITAL PROJECTS	
2017 Annual Water License Report	The report has been submitted and is on the Public Registry for review. Comments are due by June 12, 2018.
Sewage Disposal Facilities Report	The SAO submitted a request to the MVLWB for an extension to provide this report. A new deadline of March 31, 2019 – Pending Response
FireSmartering	Review of Plan Pending
Sewage Lagoon Shoot Installation	In Progress
Fence: Community Hall	Ollerhead agreed to stake the fence hole posts, pending their visit, which will be coordinated with other communities projects to help save us travel costs.
Fence: Public Works Yard	Ollerhead agreed to stake the fence hole posts, pending their visit, which will be coordinated with other communities projects to help save us travel costs.
Fix Property Steak at C. Kimble's property that was damaged by staff	Ollerhead will re-stake when they stake the fence holes
Recreation Center: Handicapped Door	A contractor was authorized to proceed with installing the Handi Capped Door at the Community Hall. Cost approx. \$5,000. Environmental Health has been requesting the door be installed for the past 2 years. SAO is looking into whether the cost can come out of the Capital under Community Hall Upgrades, or if it has to be an O&M Cost. If it is an O&M Cost a motion will be required for the expenditure.
LED Sign	A request for quotes has been prepared and will be circulated soon
Sewage Truck	Lead on another supplier that might save money
Fox Farm	A land application for the road with a sketch must be submitted for approval
COMPLETED PROJECTS	
Contracting Bylaw	Pending Council Approval
Job Description: Public Works Foreman	Pending Council Approval
Council Computers	Available for pick up, upon signing policy
Sewage Disposal Facilities O&M Plan	Complete - Report Approved by Water Board on May 24, 2018
Desludging	Started May 28 th and Completed May 30 th – Approximately 4 ft of sludge was removed. Trees, brush and cat tails were removed. An access trail was created for lagoon maintenance or water testing
Sewage Lagoon Shoot	In process of being installed
POSTPONED PROJECTS	
Recreation Center Bricks	Pending Further Discussion

TRAINING/WORKSHOPS/CONFERENCES

MONTH	DATE	DESCRIPTION	STAFF MEMBER
June to Completion		Bylaw Officer Course Need to Write Exam Only	SAO
May	2	Community Wellness Conference	SAO
May	23-25	Asset Management Conference	SAO/Pub Works Staff

jc SAO *M*

MEETINGS

MONTH	DAY	ORGANIZATION	DESCRIPTION	TOPIC
May	1	Mayor	Meeting	Minister's Letters
	1	Labour Standards Officer	Meeting	Employment Bylaw
	3	Public Works	Meeting	Staff Meeting
	7	Mayor	Meeting	Minister Meeting Follow Up
	8	Lawyer	Teleconference	Litigation Issue
	8	Mayor	Meeting	Regular Update Meeting
	8	Subarctic Inc	Meeting	Council Meeting Prep (Development)
	9	MACA ALGAP/Administrative Assistant/SAO	Meeting	Training Orientation
	10	Mayor/Deputy Mayor	Meeting	Regular Update Meeting
	14	Mayor/Subarctic Inc	Meeting	Development: Next Steps
	14	Community Councillor	Meeting	Meet & Planning
	14	Administrative Assistant	Meeting	Planning
	14	Community Member	Meeting	Personal Issue
	15	Mayor	Meeting	Regular Update Meeting/Agenda
	15	MACA/ENR	Meeting	Dump
	17	2 Community Members	Meeting	Personal Issue
	17	Community Members	Meeting	Job
	17	Administrative Assistant	Meeting	Planning
	17	Staff	Meeting	Personal Issue
	17	Wellness/Rec Coordinator	Meeting	Update/Planning
	18	Public Works	Meeting	Orientation/Planning
	22	Public Works	Meeting	Staff Meeting
	28	Administrative Assistant	Meeting	Update/Planning/Audit Questions
	28	Staff	Meeting	Personal Issue
	28	Auditor	Several Discussions	Audit Questions
	28	SAO/Fire Chief	Drove Around	Try to locate bear on road
	28	ENR	Meeting	Bear/Beaver
	28	Finance	Discussions	Audit Questions
	28	Aqua Clear	Meeting	Desludging Work to be Done
	29	Mayor	Meeting	Regular Update Meeting
	29	ITI	Meeting	Garden Funding
	29	Auditor	Several Discussions	Audit Questions
	30	Finance	Discussions	Audit Questions/Payroll
	30	Auditor	Several Discussions	Audit Questions
	30	Administrative Assistant	Several Discussions	Planning/Audit Questions
	30	RCMP/Social Services/Mayor/Deputy Mayor	Meeting	Community Concerns/Violence/Youth
	31	Aqua Clear	Meeting	Desludging Work Completed
	31	Administrative Assistant	Meeting	Planning/Agenda