



SPECIAL COUNCIL MEETING MINUTES
Tuesday June 9, 2020
Zoom, 7:00 pm
 Approve by Motion 2020-296

<p><u>PRESENT</u> Mayor Craig McMaster Councillor Barb Hart Councillor Craig McMaster Councillor Mike St. Amour Councillor Sandra McMaster Councillor Joe Lalonde (Motion 2020-303)</p>	<p><u>ABSENT</u> Councillor Daniel Harley</p>	<p><u>STAFF</u> SAO, Tammy Neal</p> <p><u>MINUTES PREPARED BY</u> SAO, Tammy Neal</p>
<p><u>GALLERY</u> Winnie Cadieux</p>	<p><u>DELEGATES</u></p>	

1. CALL TO ORDER

Mayor Craig McMaster called the June 9, 2020 Special Council Meeting to order at 7:04 pm

2. COUNCILLOR ABSENCES

Resolution 2020-264

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

- * Councillor Daniel Harley, without reason
- * Councillor Joe Lalonde, without reason

Moved by: Councillor Sandra McMaster

Seconded by: Councillor Barb Hart

ALL IN FAVOUR - MOTION CARRIED

Discussion: NIL

3. AGENDA ADDITIONS

There were no agenda additions

4. ADOPTION OF THE AGENDA

Resolution 2020-265

Motion to adopt the June 9, 2020 Special Council Meeting Agenda, as presented.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Michael St Amour

ALL IN FAVOUR - MOTION CARRIED

Discussion: NIL

Initials: Mayor cm SAO TM

5. DISCLOSURE OF CONFLICT OF INTEREST

There were no disclosures of conflict of interest

6. DELEGATIONS - NIL

7. REPORTS

a. SAO Reports

i. Written Report, as at May 28, 2020

The SAO updated on the following that developed after her report was written:

- * Baseline data study started
- * Experimental Grid work started
- * There are AWP matters that can be discussed at the next meeting in camera

Resolution 2020-266

Motion to approve the SAO's written report, as at May 28, 2020.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Michael St Amour

ALL IN FAVOUR - MOTION CARRIED

Discussion: NIL

ii. Outstanding Motions, as at May 28, 2020

Resolution 2020-267

Motion to accept the Outstanding Motion List, as at May 28, 2020.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Michael St Amour

ALL IN FAVOUR MOTION CARRIED

Discussion: NIL

iii. Updated Motion List, as at April 30, 2020

Resolution 2020-268

Motion to accept the Updated Motion List, as at April 30, 2020.

Moved by: Councillor Barb Hart

Seconded by: Councillor Sandra McMaster

ALL IN FAVOUR MOTION CARRIED

Discussion: NIL

Initials: Mayor cm SAO M

- iv. Project Variance Report, as at May 28, 2020

Resolution 2020-269

Motion to accept the Project & Capital Variance Report, as at May 28, 2020.

Moved by: Deputy Mayor Michael St Amour

Seconded by: Councillor Barb Hart

ALL IN FAVOUR MOTION CARRIED

Discussion: NIL

8. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S) - NIL

9. DEFERRED BUSINESS AND TABLED ITEMS - NIL

10. NEW BUSINESS

- a. In Camera – SAO Vacation/Lieu Time: Hamlets Act 2003, c.22, Section 25(3)(c/d)

Resolution 2020-270

Motion to move into an in-camera session at 7:18 pm, to discuss the following:

- * SAO Vacation/Lieu Time: Hamlets Act 2003, c.22, Section 25(3)(c/d)

Moved by: Councillor Barb Hart

Seconded by: Councillor Sandra McMaster

ALL IN FAVOUR - MOTION CARRIED

Discussion: NIL

Resolution 2020-271

Motion to move out of the in-camera session at 7:29 pm, and resume the June 9, 2020 Special Council Meeting.

Moved by: Deputy Mayor Michael St Amour

Seconded by: Councillor Sandra McMaster

ALL IN FAVOUR - MOTION CARRIED

Discussion: NIL

Resolution 2020-272

Motion that the SAO take the full week of June 15 to 19, 2020 off.

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Michael St Amour

ALL IN FAVOUR MOTION CARRIED

Discussion: NIL

Consensus Decision: SAO is to bring Vacation Pay Briefing Note to July 7, 2020 meeting for discussion

Initials: Mayor

cm

SAO

ml

b. In Camera – Regional Waste Management Feasibility Study: Hamlets Act 2003, c.22, Section 25(3)(a/e)

Consensus Decision: The SAO is to seek additional quotes.

c. Highway Sign Installation Request – Town of Hay River

Discussion:

Request for 3 sign installations, one requires Council approval. Council discussed the following:

- * The signs should have their lake on it, not the falls, the falls are within our boundaries
- * Don't want Hay River to cut into local businesses by re-routing
- * Do want to support and retain business in Enterprise
- * The SAO and the Hay River Assistant SAO should discuss a solution and confirm coordinates
- * The sign by the VIRC will be decommissioned
- * Enterprise should promote itself as a priority and the Hay River sign should be after the junction
- * Hay River supports Enterprise businesses and we should support Hay River
- * The SAO needs to bring information back to July 7 meeting after discussion with Hay River's Assistant SAO
- * Hay River can move forward with fabrication of signs and location can be discussed at a later date
- * No rush for a decision, as tourism is not likely to happen this year

11. STRATEGIC PLAN REVIEW - NIL

12. BYLAWS & POLICIES

a. Third Reading - Employment Bylaw 2020-45

Resolution 2020-273

Motion to move forward with the Third Reading - Employment Bylaw 2020-45

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Michael St Amour

ALL IN FAVOUR MOTION CARRIED

Discussion: Council agrees they have all read and understand the Draft Employment Bylaw 2020-45

b. Beautification Bylaw

Council Discussed the following:

- * Incorporate the derelict properties and FireSmarting rules in the bylaw, including metal roofs
- * Need to take time to review draft bylaws and incorporate what Council would like to see and develop a draft bylaw tailored for Enterprise
- * If Council has a draft by Fall it would be good, but the SAO is not to let it fall off the table

c. Extended Council Term and Removal of Staggered Term

Council discussed and it was a consensus decision that the SAO:

- * Look into a 4 year staggered term and clarify how a 3 year staggered term work
- * The staggered term is not a priority; the beautification bylaw would be a hire priority
- * Bring new info on staggered term back to July 7 meeting

Initials: Mayor cm SAO tm

d. Administration Policies

The SAO was asked to put this on the agenda. Not prepared to request approval, as the Employment Bylaw needs to be cross-referenced to ensure there is no duplication first.

e. Highway Sign Policy

Council discussed:

- * Rather than have empty holes where there are no signs in the sign stands, maybe put an enterprise related sign in the stand or have an art contest
- * SAO should develop a draft sign policy

13. COUNCIL ISSUES AND CONCERNS

a. Open Discussion

- * Mayor Craig McMaster - Posting of meetings are all the meetings being posted during covid? Yes.
- * Councillor Joe Lalonde - a resident voiced to Joe that some of the councillors may be in conflict with the Seniors Society
- * Deputy Mayor Michael St Amour - Can we install a tent at the Community Hall? The SAO is looking into emerging wisely and requirements that need to be met for gatherings. The Seniors Society would also be required to prepare their own plans to meet GNWT restrictions before they can have outdoor gatherings, but there is nothing stopping them from gathering outside and bringing their own lawn chairs.
- * Deputy Mayor Michael St Amour - Schools will be opening in September but, details are yet to be released (1/2 day or full day)
- * Mayor Craig McMaster – Hay River EMO meetings are now, as needed; Enterprise’s can be as well
- * Mayor Craig McMaster – Hay River and Fort Smith also have issues with Land. There is power in numbers, he has calls into Ministers and maybe communities should pool together
- * Deputy Mayor Joe Lalonde – Did council provide direction for the Mayor to speak to Hay River’s SAO regarding highway signs; its an administrative matter? The call was to the Hay River Mayor, but he was directed to the SAO, as the Mayor was not available. Deputy Mayor Joe Lalonde – The Mayor is supposed to take direction from Council (protocol), he recommends looking at the Mayor’s duties and have this discussion again after that.

Resolution 2020-274

Motion to obtain a legal opinion with regards to Council Members that may be in conflict when raising matters regarding the Seniors Society.

Moved by: Councillor Barb Hart

Seconded by: Councillor Mike St. Amour

ALL IN FAVOUR MOTION CARRIED

Discussion: NIL

14. CORRESPONDENCE OUTGOING

a. May 13, 2020 – Letter to Councillor Joe Lalonde re: Removal from AWP Committee

This letter was provided as information only.

15. CORRESPONDENCE AND INFORMATION

a. April 2020 Police Report

This report is provided as information. There were no discussions.

16. ADJOURNMENT

a. Public Meeting – June 7, 2020 (1 pm, Community Hall Outside) – Cancelled

This meeting was cancelled as gatherings require Exposure Plans and approval from Protect NWT.

Initials: Mayor CM SAO M

b. Bylaw Meeting with Dillon Consulting – TBA

Resolution 2020-275

Motion to host meetings with Dillon Consulting each week (July 14, 21 & 28), during the month of July to discuss the Zoning Bylaw, the Water Sewer Bylaw, the Solid Waste Bylaw and the Area Development Plan

Moved by: Councillor Barb Hart

Seconded by: Deputy Mayor Michael St Amour

ALL IN FAVOUR MOTION CARRIED

Discussion: NIL

Resolution 2020-276

Motion to host a meeting with the Hamlet's Legal Team and Dillon Consulting to obtain an update on AWP matters in the last week of June.

Moved by: Councillor Barb Hart

Seconded by: Councillor Sandra McMaster

ALL IN FAVOUR MOTION CARRIED

Discussion: NIL

c. Regular Meeting – July 7, 2020 (Zoom Meeting 7:00 pm)

Resolution 2020-277

Motion to adjourn the June 9, 2020 Special Council Meeting to at 8:53 pm.

Moved by: Deputy Mayor Michael St Amour

Seconded by: Councillor Sandra McMaster

ALL IN FAVOUR - MOTION CARRIED



Craig McMaster,
Mayor



Tammy Neal,
Senior Administrative Officer



Initials: Mayor cm SAO tn

SAO REPORT, AS AT May 29, 2020

COMMENTS

Well, in my last report I mentioned that I hoped things would slow down; they haven't. I suppose things are just different and small tasks seem to take more time, making it feel like its busier. In speaking with staff and colleagues, I've learned that I am not alone in feeling this way.

Various projects have been moving forward and have been discussed in more detail below. I do continue to do the best I can, with the time I have, to ensure Hamlet business moves forward efficiently.

I was unsuccessful in taking all my approved time off; I was able to take 17 hours off vs 60 hours off, which was mostly due to meeting coordination & attendance, important teleconferences and work that could not be delegated. I prepared a briefing note to review this matter again, which I have included on the June 2 Agenda for discussions in camera to negotiate full days off June 15 to 19 and a partial pay-out (on time-off owed to me), or a full payout for all time-off owed to me.

CONCERN:

As SAO, I recommend that Council focus on the Cemetery this summer, it should be one of the primary goals, for the following reasons:

- * the matter has been in the capital plan for years; there have been challenges with groundwater investigation, but we can seek help from a different firm, if necessary. Council support is necessary to move forward and continue with this project.
- * some residents have been waiting to put loved ones to rest for "years," I am one of them, having waited 8 years to put my son to rest, to be honest...as a resident, I feel this is unacceptable and slows down the grieving process. I chose cremation, which goes against my beliefs because the cemetery was not ready.
- * As SAO was involved with a resident making after-life plans and the cemetery not being ready broke my heart and still sits in my mind, this day. The person was assured a space would be available, despite not having plots. It wasn't fair or appropriate that this person had to carry the worry of not having a burial space. Thankfully, the person was very understanding. The person also chose cremation over burial.
- * with the expected second and third wave of Covid-19, anything is possible. What would Enterprise do if it lost residents to the pandemic, especially multiple at once? The Hamlet is not prepared to bury people and it needs to be. As SAO I would not want to ever have to explain the Hamlet has no plots. I would not want to be the one to experience digging graves only to hit water or bedrock, then trying again until an appropriate space is found.
- * This project was worked on last year and needs to continue this year. The initiative it is more important than some of the other initiatives, especially now. It seems difficult to get answers or help in this matter. I was also told a trench may have to be built or the ground would have to be raised. The ground needs to be determined suitable or not suitable and a plot plan needs to be developed or maybe the cemetery will need to be relocated; this matter needs Council's attention.

The SAO will be bringing forward the draft Cemetery Bylaw at the July 7 meeting for Council review. The SAO has reached out for a quote to further investigate groundwater depths and develop a plot plan, but seems to have hit a dead end and will have to re-review the Geotechnical and seek the help of appropriate professionals, which will likely require Council to review the Cemetery budget.

Initials: Mayor cm SAO M

PROJECTS – see also “Outstanding Motions” for more project updates

Residents in quarantine: There are no known residents in quarantine.

Signing Authority: The bank has been contacted and should not take much longer to complete the signing change.

Community Surveys: 2 community surveys were conducted:

1. Calls to all residents to see if residents needed covid related information, garden seeds, hand sanitizer and to ensure residents are getting the supplies they need. This information would help in the development of Wellness Packages; and
2. Calls to each of the seniors to see what form of assistance Seniors would prefer from the approved United Way Funding: meat packages or one of the following subsidies intranet, heating fuel or power bills.

Wellness Packages: Wellness Packages were distributed on May 21 & 22 and consisted of items such as: Emerging Wisely, Covid-19 and using a mask information, Community Updates, gardening seeds, hand sanitizer, homemade masks, disposable masks a \$50 gift card from Super A (groceries & sanitizing supplies or fuel to get groceries), a \$50 gift card from Northmart (groceries & sanitizing supplies). Each package varied depending on what community each resident was in need of.

Community Updates: A very full community update was distributed with the Wellness Packages on May 21 & 22.

United Way Yellowknife: Funding to assist local Seniors was applied for and approved for either of the following: meat packages or intranet, heating fuel or power subsidies. The Hamlet will be distributing 22 meat packages, 3 intranet subsidies and 7 heating fuel subsidies to Seniors in the next few days. This assistance is in addition to the Wellness Packages mentioned above.

United Way Yellowknife: Funding to assist local residents under 55 has been applied for to provide either an intranet subsidy, power bill subsidy, vehicle fuel subsidy to get groceries, or a heating fuel subsidy. The Hamlet should soon find out if this funding was approved. This assistance would also be in addition to the Wellness Packages mentioned above.

FireSmarting Matter: Resolved. Logs have been piled and holdback will be released in full.

Summer Labours: An add was posted and circulated for Labours. The Hamlet is looking at hiring 2 summer workers any time after June 5, 2020.

Small Community Employment Support Program: The Hamlet formally expressed interest to Education Culture and Employment in administering the SCES Program again this year; so funding has been applied for. The Hamlet will utilize this funding for summer employment and training positions. The Hamlet will also be contacting each of the local businesses to see if they would be able to utilize a wage subsidy for summer employment, or a training program that would in turn create a long-term job.

Administration Policies: On the June 2 agenda for review and approval.

Annual Audit: Has commenced June 25, 2020

Cemetery:

SAO emailed relevant parties to re-initiate cemetery work, in order to continue plot planning.

Initials: Mayor cm SAO m

Proposals:

1. Gathered information to prepare for the drafting of proposals for the following:
 - * Waste Management feasibility Study
 - * Own source funding application for Greenhouse Project
 - * Arctic Energy Rebate for purchase of furnaces and air conditioning for Hamlet Office
 - * Arctic Energy Rebate for lighting retrofit at Hamlet Office, Community Hall and Fire Department
 - * Looking into the feasibility of applying for FMC Asset Management Funding (waiting for questions to be answered by MACA first)

2. Submitted proposal for:
 - * Small Communities Employment Program (\$64,000)
 - * United Way – Together We Are Strong (\$5,000)

Bylaw Equipment Purchase:

- * Purchased items required for bylaw duties: jacket, safety equipment, administration supplies, ticket book
- * Received Bylaw Truck May 29, 2020

Development Permit Applications:

- * Received 3 applications for development permits

MEETINGS/TELECONFERENCES

MAY	ORGANIZATION	DESCRIPTION	TOPIC
4	Municipal Works	Staff Meeting	Summer Work Plan
4	Resident	Meeting	Commission/Business Licence
4	Resident	Pick Up	Masks
5	Dillon Consulting	Zoom Mtg	Bylaws
5	Resident	Telephone	Dump/Hazardous Waste
5	Hay River EMO	Zoom	Emergency Planning
6	Fire Chief	Meeting	New Fire Truck P/O
6	Enterprise EMO	Zoom	Emergency Planning
7	Staff	Zoom	Staff Meeting
8	Minister Meeting	Teleconference	Covid-19
8	Finance	Meeting	Sign Payables
8	Mayor/Deputy Mayor	Meeting	Updates
11	Municipal Works	Meeting	P/O's
11	Finance	Meeting	Wellness
14	Staff	Zoom	Staff Meeting
15	Minister Meeting	Teleconference	Covid-19
18	Holiday		
19	Council Meeting	Zoom	Agenda Items
20	Reception	Meeting	Prepare Wellness Packages
21	Dillon Consulting	Teleconference	Baseline Data Planning
22	Resident	Telephone	Land Issue
22	Minister Meeting	Teleconference	Covid-19
24	Council Meeting	Community Hall	Agenda Items
25	Municipal Works	Telephone	Several Matters
26	Christina Benty	Teleconference	Leadership Training
27	Lawyer	Teleconference	Hearing Preparation

Initials: Mayor CM SAO M

OUTSTANDING MOTIONS

I notice the outstanding motions are backed up and I would like to address each motion, to ensure council that work may not be progressing for reasons that are out of the SAO's control - some projects may be at a stand still due to the current pandemic, some projects need further clarification from council and some projects are dependant on others or dependant on weather conditions to complete.

Wood Stove Program – *Motions 2018-375 & 2019-380*
Postponed until the Covid-19 restrictions are lifted.

Water Sewer Bylaw (and a Solid Waste Bylaw) – *Motion 2019-179*
On June 2nd agenda to determine a meeting date. Any weekday, or evening, except Wednesdays are good.

Beautification Bylaw – *Motion 2019-250*
Will be discussed during the June 2nd meeting.

Community Addressing Bylaw – *Motion 2019-350*
MACA is taking the lead on the development of this bylaw. The SAO will provide an update when one is available.

Baseline Data Gathering – *Motion 2019-367*
This work will be conducted on June 9-11.

6 Bay Exhaust System – *Motion 2019-424*
The Hamlet is still waiting on a quote to fix this system.

Asset Management Software Implementation – *Motion 2019-442*
MACA postponed the training and implementation until the pandemic is over.

Harassment Investigation Findings – *Motion 2019-448*
Council agreed they would like to discuss this matter in person once the Covid-19 restrictions have been lifted.

Council Meeting Follow Up Direction – *Motion 2020-051*

1. Look into funding for resident greenhouses (delegate to Community Researcher)

Research has been conducted; however, to date no funding has been identified, research can continue as time allows - The SAO will provide an update when one is available.

2. Information on Committees – Implementation/What are acceptable roles

The SAO has researched and collected information on this item. No policy has been drafted yet, as time s has been limited. Follow up is pending, as determined by Council.

Council Meeting Follow Up Direction – *Motion 2020-052*

Greenhouse location:

- * Council agreed to utilize the community garden
- * A greenhouse has been ordered and will be assembled | early June, once delivered.
- * Construction material for bedding has been ordered and garden beds will also be installed.
- * Fresh soil has yet to be ordered.

Initials: Mayor CM SAO TM

Development Corporation:

- * The legal information has been circulated to Council.
Follow up is pending, as determined by Council

Property Pins on Gateway Drive

- * SAO was asked to obtain a quote; sQuote received
- * Unless Council has valid reason to spend this much money, at this time, the SAO recommends not moving forward with this work. There are much more important initiatives the money can be spent on, such as the Cemetery.
Quote Received: Find existing posts and install wooden stakes only: \$10,500. To find, and replace missing pins with new survey pins: \$19,500. Contractor will complete work with other work in the area, **if possible**, to help minimize costs to the Hamlet.

Response to Dave Richards – Motion 2020-060

Under the circumstances, there simply has not been enough time to draft this letter; (budget preparation, March meetings, pandemic)
The SAO will work on this.

Senior Support & Insurance – Motions 2020-101

The president of the Senior’s Society has been updated regarding the need for liability insurance. Hamlet bingos have been forfeited.
Funding, ownership and maintenance of an inferred sauna has yet to be researched.

Council Training – Motion 2020-105

Council agreed to postpone until training can be conducted face to face, once the restrictions have been lifted.

FireSmarting Fox Farm Road Blind Spots – 2020-191

Work will be conducted during the summer

Host a Public Meeting on June 2, 2020 at the Community Hall at 1:00 pm – 2020-048

Will be coordinated accordingly