



**COUNCIL MEETING MINUTES**  
**September 19, 2016**  
 Hamlet Council Chambers at 7:00 pm  
**Approve by Motion 2016-287**

<p><b><u>PRESENT</u></b>                  Deputy Mayor Lisa Tsetso                  Councillor Daniel Harley                  Councillor Winnie Cadieux                  Councillor Chaal Cadieux                  Councillor Dinah Carnogursky</p>	<p><b><u>ABSENT</u></b>                  Mayor Craig McMaster                  (with reason)                  Councillor Jim Dives                  (with reason)</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>GALLEY</u></b>                  Fire Chief, Blair Porter</p>	<p><b><u>DELEGATES</u></b>                  Greg Haist – Project Manager for the Hamlet of Enterprise                  Brendan Lucyk – Project Officer for Greg Haist                  David Couture – Project Manager for Rowe’s Construction                  Cathy McNaughton – Architect from Stantec</p>	

**1. CALL TO ORDER**

Deputy Mayor Lisa Tsetso called the meeting to order at 7:01 pm

**2. AGENDA ADDITIONS**

Nil

**3. ADOPTION OF AGENDA**

**RESOLUTION 2016-249**

Move to adopt the agenda with the following change: Bump 7. a) and 7. b) to item # 4.

**Moved by:** Councillor Daniel Harley  
**Seconded by:** Councillor Chaal Cadieux

**ALL IN FAVOUR – MOTION CARRIED**

Initials: Mayor CM SAO m

#### 4. DELEGATIONS

**a) Sgt. Philippe CYR, RCMP Detachment Commander**

Sgt. Philippe Cyr explained that he is the new officer replacing Cpl. Greg Morrow. He explained that he hopes to attend meetings and make his presence in the community when he can. He also explained that he is willing to work with the community when asked and when it is possible.

Sgt. Phillippe Cyr went through the police reports with Council and answered Council's questions.

**b) Graig Haist, Project Coordinator, Catherine McNaughton, Stantec, David Couture, Rowes Construction**

Greg made a brief introduction to the council. He briefed council on how the project has been going and introduced the attendees.

David Couture addressed Council and thanked them for the opportunity to work on this project. David assured Council that Rowe's was not subcontracting out to anyone for the construction of the garage. He also assured Council the garage will be substantially complete by the end of November.

Cathy McNaughton provided Council with a hard copy of the pre-design report and a digital copy of the pre-design report for council to view on the projector. Cathy went through the pre-design report with council, explained the following items:

- the fire separation between the office/lunch room and the garage allows for the need of only one exit on the second floor
- fire protection; the building is not-sprinklered, it will have portable fire extinguishers
- the office and lunch room were moved to the 2<sup>nd</sup> floor and the storage area was moved to the main floor; this was mainly for structural reasons
- mechanically, there will be a new boiler installed that will heat the garage
- the garage will be heated with unit heaters
- electrically the existing service size is adequate to accommodate the addition
- new exterior bird proof LED lights will be installed to prevent birds from nesting on-top of the lights; the existing exterior lights will also be replaced with new lights
- Cathy was asked by council if there would be a kitchen sink in the staff area or electric operating O/H doors; neither was expected to be included. Cathy explained it could be an option, but would be an extra cost

Initials: Mayor CM SAO SM

**5. ADOPTION OF DRAFT MINUTES FROM PREVIOUS MEETINGS**

**a) Special Meeting Minutes – July 28, 2016**

**RESOLUTION 2016-250**

Motion to approve the July 28 Special Meeting Minutes, as presented.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Chaal Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**b) Regular Meeting Minutes -- August 8, 2016**

**RESOLUTION 2016-251**

Motion to approve the August 8, 2016 Regular Meeting Minutes, as presented.

Note: 15 c) has a typo: should be 2016 vs 2013

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Daniel Harley

***ALL IN FAVOUR – MOTION CARRIED***

**c) Special Meeting Minutes – August 26, 2016**

**RESOLUTION 2016-252**

Motion to approve the August 26, 2016 Special Meeting Minutes, as presented.

**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Councillor Winnie Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**6. DISCLOSURE OF PECUNIARY INTEREST**

None of the Councillors declared a pecuniary interest

Initials: Mayor CM SAO SM

**7. COUNCILLOR ABSENCES**

**RESOLUTION 2016-253**

Motion that the absences of Mayor Craig McMaster and Councillor Jim Dives, from the September 19, 2016 Regular Council Meeting, be excused with reason.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Daniel Harley

***ALL IN FAVOUR – MOTION CARRIED***

**8. DEFERRED BUSINESS AND TABLED ITEMS**

**a) Handi Van – Quotes**

**RESOLUTION 2016-254**

Motion to approve the purchase of the 15 passenger handi-van in the amount of \$58,400 plus GST, as per the quote dated August 22, 2016 from Aurora Ford in Hay River, NT.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Chaal Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**RESOLUTION 2016-255**

Motion to purchase a good set of Michelin Blizzex winter tires, on extra rims (for the handi van) from the capital budget for the Handi Van.

**Moved by:** Councillor Daniel Harley

**Seconded by:** Councillor Chaal Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**RESOLUTION 2016-256**

Motion to take a 10 min break at 8:48 pm.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Daniel Harley

***ALL IN FAVOUR – MOTION CARRIED***

Initials: Mayor CM SAO JM

**RESOLUTION 2016-257**

Motion to resume the resume the meeting at 8:55 pm.

**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Councillor Daniel Harley

***ALL IN FAVOUR – MOTION CARRIED***

**b) Finance Officer Job Description**

**RESOLUTION 2016-258**

Motion to approve the Finance Officer Job Description, as presented.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Daniel Harley

***ALL IN FAVOUR – MOTION CARRIED***

**9. REPORTS**

**a) Mayor's Report**

There is no Mayors report. A report for the Deputy Mayor's time acting will be provided at the next meeting.

**b) SAO Report**

No report, all items needed to discuss, or update, are on the agenda

**c) Financial Report**

- i. Variance Report**
- ii. Income Statement**
- iii. Balance Sheet**
- iv. Program Summary**

Initials: Mayor CM SAO m

**RESOLUTION 2016-259**

Motion to accept the Income Statement, Balance Sheet and Program Summary and not the Departments Budget Detail Report for the Fiscal End 2017.

**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Councillor Daniel Harley

***ALL IN FAVOUR – MOTION CARRIED***

**Council Discussed and Decided:** The SAO is to include color divider sheets in meeting package to help with clarification between documents in the meeting packages.

**d) Fire Chief Reports**

- i. August 2016 Monthly Report**
- ii. August 9, 2016 Minutes**
- iii. August 23, 2016 Minutes**

**RESOLUTION 2016-260**

Motion to approve the August Monthly Fire Department Report, the August 9, 2016 and the August 23, 2016 Fire Department Minutes, as presented.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Chaal Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**iv. Ground Ambulance Funding**

Fire Chief, Blair Porter, explained to Council that he prepared a funding proposal to assist the Fire Department with purchasing supplies and with building capacity. Blair reviewed the Ground Ambulance Funding Proposal with Council, which consisted of a request for funding to purchase:

- Basic Emergency Rescue equipment, eg: Stretcher, Sleeping bag, tools, search camera, rescue kit, etc.
- Items required to upgrading the red van to a rescue vehicle with lights, eg: decals, light bar, switch controls for lights, siren, vehicle stabilization kit, etc.

Initials: Mayor CM SAO M

**RESOLUTION 2016-261**

Motion to approve the Ground Ambulance and Highway Rescue Services Funding application to Municipal and Community Affairs for \$49,998.56, as presented.

**Moved by:** Councillor Daniel Harley  
**Seconded by:** Councillor Winnie Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**v. Fire Department Equipment Quotes**

Blair Porter, Fire Chief, explained the reasoning for the equipment quote presented to Council. Blair explained that the equipment on the equipment list is required to become a basic operational Fire Department.

The quotes consist of items such as:

- Hoses
- Nozzles
- Portable monitor
- Thermal imaging camera
- Mobile radios/equipment
- SCBA Rapid Intervention Pack;
- Etc.

Blair also explained the new phone system set up at the fire department and how it works.

**RESOLUTION 2016-262**

Motion to purchase the Fire Department equipment as presented in the Equipment Quote for up to \$44,354.42 from the Fire Department Equipment budget in the Capital Plan.

**Moved by:** Councillor Daniel Harley  
**Seconded by:** Councillor Chaal Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

Initials: Mayor CH SAO m

e) Wellness Report

**RESOLUTION 2016-263**

Motion to accept the Wellness Report, as presented.

**Moved by:** Councillor Daniel Harley

**Seconded by:** Councillor Chaal Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

f) Summer Program Report

**RESOLUTION 2016-264**

Motion to accept the Summer Program Report, as presented.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Daniel Harley

***ALL IN FAVOUR – MOTION CARRIED***

10. NEW BUSINESS

a) Small Communities Funding Motion 2016-234

The SAO explained that Motion 2016-234 was made to support the Small Communities Funding Application in the amount of \$75,000; however, the Hamlet could apply for \$125,000. A new motion is required.

**RESOLUTION 2016-265**

Motion to support the Small Communities Funding Application in the amount of \$125,000 for the design and/or construction of the new Hamlet Office.

**Moved by:** Councillor Daniel Harley

**Seconded by:** Councillor Winnie Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

Initials: Mayor  SAO 



**b) MOU, John McDonnell, Brownlee LPP**

The SAO explained that it was motioned that Ed Gulburg work with the Hamlet Council to develop an MOU with Aurora Wood Pellets; however, he could not perform the work, nor could any of his colleagues, as the firm represents Aurora Wood Pellets.

Due to time constraints, the SAO was able to find a lawyer willing to develop an MOU with Council. A new motion is required.

**RESOLUTION 2016-266**

Motion to retain John McDonnell, of Brownlee LPP to work with the Hamlet of Enterprise to draft a good neighbour agreement/mou with regard to the relationship between the Hamlet of Enterprise and Aurora Wood Pellet Mill. The source of funding for this initiative would be the general operating fund.

**Moved by:** Councillor Chael Cadieux

**Seconded by:** Councillor Daniel Harley

***ALL IN FAVOUR – MOTION CARRIED***

**Council Discussed and Decided:** The SAO is to arrange to host a meeting with the lawyer to discuss prior to the next council meeting once SAO is back

**c) Trail Equipment**

Defer to next meeting

**d) Committee Honorarium Motion 2016-225**

The SAO informed council of the inability to pay honoraria to Councillors who sit on committees of Council until a new bylaw is drafted, as the Hamlets Act states a bylaw is required to pay Councillors who sit on Committees of Council honoraria, *Hamlets Act Section 104 (1)(c)*. The resolution passed will still apply to non-members of Council.

**RESOLUTION 2016-267**

Motion to go past 10 pm, at 9:45 pm.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Chael Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

Initials: Mayor CM SAO m

**RESOLUTION 2016-268**

Motion to go past 10 pm, at 9:45 pm.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Chaal Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**RESOLUTION 2016-269**

Motion to move into camera at 9:46 pm.

**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Councillor Winnie Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**e) In Camera**

- i. Labour – *Hamlets Act Section 25. 3) d.*
- ii. Legal – *Hamlets Act Section 25. 3) h.*
- iii. Contracting – *Hamlets Act Section 25. 3) h.*

**RESOLUTION 2016-270**

Motion to come out of camera at 10.49 pm

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Chaal Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**RESOLUTION 2016-271**

Motion to maintain the Municipal Works Maintainer's, Labourer position on an as needed basis.

**Moved by:** Councillor Chaal Cadieux

**Seconded by:** Councillor Winnie Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

Initials: Mayor CM SAO m

## **RESOLUTION 2016-272**

Motion that there will be no acting SAO while the SAO is gone from Sept 20 to Oct 10, 2016, as the SAO will be available by phone.

**Moved by:** Councillor Winnie Cadieux

**Seconded by:** Councillor Chaal Cadieux

***ALL IN FAVOUR – MOTION CARRIED***

**In Camera Direction:** The SAO is to call a special meeting when both the Mayor and SAO are back in town to re: discuss labour issues 10. e) i.

### **11. CORRESPONDENCE OUTGOING**

### **12. CORRESPONDENCE AND INFORMATION**

#### **Correspondence**

- a) Police Report – June, July and August (Discuss in item 8. (a))
- b) August 15, 2016 – Email from Premiere Approving Chainsaw Training Funds

**Council Discussed and Decided:** It was worth bringing in the Chainsaw Safety Facilitator that was more expensive by \$2300 because he will be supplying all the required equipment, as supplying this equipment has value.

#### **Information**

- a) Wellness Meeting, Yellowknife September 7 – 9, 2016 (Wellness Coordinator)
- b) NWT Recreation & Parks Association Conference, Yellowknife September 27-29, 2016 (Healthy Children's Coordinator)
- c) Mackenzie Recreation Association Board Meeting, Yellowknife, September 30 and October 1, 2016 (Healthy Children's Coordinator)
- d) LGANT Professional Development Conference & AGM, Yellowknife October 4 – 6, 2016 (SAO)
- e) Wellness Meeting, Yellowknife November 1-3, 2016 (SAO)
- f) SAO Time off September 20 - 29, 2016
- g) Community Dinner October 16, 2016 Recreation Center 5:00 pm (public meeting?)

### **13. COUNCIL ISSUES AND CONCERNS**

- a) Not being advised of work going on within the community boundaries – The Mayor must promote community consultations
- b) Ed Gulberg – Winnie will call the law society to ask questions

Initials: Mayor CM SAO M

**14. BY-LAWS**

- a) **Land Acquisition Bylaw – Lot, Block 15, Plan 461**

Table

- b) **Council Procedures Bylaw**

Council is to review the draft bylaw for an October 17, 2016 meeting discussion.

- c) **Finance Officer Bylaw – 3<sup>rd</sup> Reading to Rescind**

Table until special meeting

**15. ADJOURNMENT**

- a) **October 17, 2016 – Next Regular Meeting**

- b) **October 12, 7:00 pm 2016 Fire Season Overview - Daniel Allaire, ENR**

**Council Discussed and Decided:** The proposed date of October, 12, 2016 is ok

**RESOLUTION 2016-273**

Motion to adjourn at 11:00 pm

**Moved by:** Councillor Daniel Harley

**Seconded by:** Councillor Chaal Cadieux

**ALL IN FAVOUR – MOTION CARRIED**



Craig McMaster,  
Mayor



Tammy Neal,  
Senior Administrative Officer



Initials: Mayor CM SAO TM