

REGULAR COUNCIL MEETING MINUTES

October 19, 2017

Council Chambers 7:00 pm

Approve by Motion 2017-294

<p><u>PRESENT</u> Mayor Craig McMaster Councillor Winnie Cadieux Councillor Chaal Cadieux Councillor Daniel Harley Councillor Mathew Gauthier</p>	<p><u>ABSENT</u> Deputy Mayor Lisa Tsetso (with reason) Councillor Dinah Carnogursky (without reason)</p>	<p><u>STAFF</u> SAO, Tammy Neal Brandon Kimble, Office Assistant <u>MINUTES PREPARED BY</u> Brandon Kimble, Office Assistant; and Reviewed by Tammy Neal, SAO</p>
<p><u>GALLEY</u> NIL</p>	<p><u>DELEGATES</u> NIL</p>	

1. CALL TO ORDER

Mayor Craig McMaster called the October 19, 2017 Regular Council Meeting to order at 7:00 pm

2. COUNCILLOR ABSENCES

Resolution 2017-268

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

- * Councillor Dinah Carnogursky, without reason
- * Deputy Mayor Lisa Tsetso, with reason

Moved By: Councillor Mathew Gauthier

Seconded By: Councillor Winnie Cadieux

ALL IN FAVOUR – MOTION CARRIED

3. AGENDA ADDITIONS

There were no agenda additions

4. ADOPTION OF THE AGENDA

Resolution 2017-269

Motion to accept the October 19, 2017 Regular Meeting Agenda, as presented.

Moved By: Councillor Mathew Gauthier

Seconded By: Councillor Daniel Harley

ALL IN FAVOUR – MOTION CARRIED

Initials: Mayor cm SAO tn

5. DISCLOSURE OF CONFLICT OF INTEREST

- * Councillor Mathew Gauthier: An interest was declared with regards to item 9.a. SAO Evaluation, as the SAO is his mother.
- * Councillor Mathew Gauthier: An interest was declared with regards to item 9.c. (of the September 26, 2017 Regular Council Meeting) Briefing Note: Trail & FireSmarting Equipment, as it is his quad being rented.

6. DELEGATIONS

NIL

7. REPORTS

a. Mayor's Report

- * October 24th Mayor Craig McMaster leaves for Quebec City for FMCA on October 26-27
- * Bob McLeod is having an open house, Mayor will attend
- * Michael McLeod hosted a meeting on the Legalization/Regulation of Cannabis in Yellowknife, Mayor attend

Resolution 2017-270

Motion to accept Mayor Craig McMaster's verbal Mayor's Report

Moved By: Councillor Mathew Gauthier

Seconded By: Councillor Daniel Harley

ALL IN FAVOUR – MOTION CARRIED

b. Deputy Mayor's Report

No report

c. SAO Report

- i. Written Report (Attached as Appendix A and Appendix B)*

Resolution 2017-271

Motion to accept the SAO report for August and September, 2017

Moved By: Councillor Chaal Cadieux

Seconded By: Councillor Mathew Gauthier

ALL IN FAVOUR – MOTION CARRIED

- ii. Quarterly Reports (Balance Sheet/Income Variance Statement/Project Budget Report)*

- * Balance Sheet
- * Income Variance Statement
- * Project Budget Report

Resolution 2017-272

Motion to accept the following financial reports:

- * Balance Sheet
- * Income Variance Statement
- * Project Budget Report

Moved By: Councillor Chaal Cadieux

Seconded By: Councillor Mathew Gauthier

ALL IN FAVOUR – MOTION CARRIED

Initials: Mayor CM SAO TM

iii. 2016/2017 Final Gas Tax Report

Resolution 2017-273

Motion to accept the Final Gas Tax Report for 2016/2017, as information.

Moved By: Councillor Winnie Cadieux

Seconded By: Councillor Daniel Harley

ALL IN FAVOUR – MOTION CARRIED

iv. Management Discussion & Analysis

Resolution 2017-274

Motion to accept the Management Discussion & Analysis for 2016/2017, as information.

Moved By: Councillor Mathew Gauthier

Seconded By: Councillor Daniel Harley

ALL IN FAVOUR – MOTION CARRIED

v. Motion List & Outstanding Motion List, as at

Resolution 2017-275

Motion to accept the Motion List and Outstanding Motion List, as at September 28, 2017, as information.

Moved By: Councillor Winnie Cadieux

Seconded By: Councillor Mathew Gauthier

ALL IN FAVOUR – MOTION CARRIED

d. Fire Chief Report

i. September 18, 2017 Meeting Minutes

Resolution 2017-276

Motion to accept the September 18, 2017 Meeting Minutes for the Fire Department.

Moved By: Councillor Daniel Harley

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

8. ADOPTION OF MINUTES FROM PREVIOUS MEETING(S)

a. September 26, 2017 Regular Meeting

Resolution 2017-277

Motion to accept the September 26, 2017 Regular Meeting Minutes, as presented, with the following changes:

* 9.c. Councillor Mathew Gauthier declared that he had interest in rental of equipment for fire smart.

Moved By: Councillor Winnie Cadieux

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

Initials: Mayor CM SAO M

9. DEFERRED BUSINESS AND TABLED ITEMS

a. In Camera – SAO Evaluation: Hamlets Act 2003, c.22, Section 25(3)(d) (from Sept 26 mtg)

Council Discussed and Decided:

- * Item 9.a. is the last item Council will discuss, so Councillor Mathew Gauthier could leave the meeting, as he declared an interest in this item; this way he won't have to wait to come back into the meeting

Councillor Mathew Gauthier and SAO Tammy Neal, departed the meeting at 7:55pm so the in camera session could begin.

Resolution 2017-278

Motion to move into camera at 7:55 pm, to discuss the following:

- * In Camera – SAO Evaluation: Hamlets Act 2003, c.22, Section 25(3)(d)

Moved By: Councillor Chaal Cadieux

Seconded By: Councillor Daniel Harley

ALL IN FAVOUR – MOTION CARRIED

Resolution 2017-279

Motion to come out of camera at 8:20 pm.

Moved By: Councillor Winnie Cadieux

Seconded By: Councillor Chaal Cadieux

ALL IN FAVOUR – MOTION CARRIED

b. Staggered Term Information

Council Discussed and Decided:

- * Majority of council would like to maintain the staggered term
- * No longer an item for discussion

c. Audit Presentation Questions

Resolution 2017-280

Motion to accept the answers to the Audit Presentation Questions, for information.

Moved By: Councillor Daniel Harley

Seconded By: Councillor Mathew Gauthier

ALL IN FAVOUR – MOTION CARRIED

10. NEW BUSINESS

a. Senate of Canada 150 Medal

- * It was suggested administration should look into a volunteer recognition program

b. Energy Strategy Information

11. STRATEGIC PLAN REVIEW - NIL

Initials: Mayor M SAO M

12. BYLAWS & POLICIES - NIL

13. COUNCIL ISSUES AND CONCERNS

a. Open Discussion

- * Itsago needs to start looking at grooming the trail asap
- * Highway coverage would be good, but the willows are too thick; willows need to be brushed
- * NWTAC is requesting resolutions, council should decide if they would like to bring any resolutions forward
- * NWTAC AGM is in Hay River this year; in February 2018

14. CORRESPONDENCE OUTGOING - NIL

15. CORRESPONDENCE AND INFORMATION

- a. Promotion of Distance Learning
- b. Development of the New Mineral Resources Act
- c. NWT Approach to Legalization and regulation of Cannabis
- d. Summary of Joint Engagement Activities

16. ADJOURNMENT

a. Upcoming Meetings

- i. Regular Meeting: November 14, 2017
- ii. Regular Meeting: December 5, 2017
- iii. Bylaw Committee Meeting - TBA


Resolution 2017-281

Motion to adjourn at 8:21 pm.


Moved By: Councillor Chaal Cadieux

Seconded By: Councillor Daniel Harley

ALL IN FAVOUR – MOTION CARRIED



 Craig McMaster,
 Mayor



 Tammy Neal,
 Senior Administrative Officer



Initials: Mayor CM SAO TM

"APPENDIX A"

**SAO Report, as at August 31, 2017
For September 5, 2017 Council Meeting**

SAO CONCERNS/COMMENTS

None

Human Resources

Current Staff: 16 (4 Full time, 8 Part Time, 0 Casual, 3 Full Time Seasonal)

Job Vacancies: NIL

Appraisals: 0

Disciplinary Actions: 0

Pat Coleman's last day of being a permanent part time worker will be October 13; he will be moving south. Pat agreed to stay with the Hamlet of Enterprise as a seasonal worker.

Projects

Automatic Handi Capped Door – This door has been an ongoing issue for years. Various contractors, over the years, have looked at it and could not fix it. The current contractor explained the automatic door components are not compatible with the door (wrong door). He is looking into solutions. The Hamlet may have to purchase a proper door, which could be costly.

Recreation Center bricks – Public Works will be removing bricks in front of the door way in order to re-level the ground. This will prevent the door from sticking in the winter and allow for the handi-capped door to work properly. Environmental Health advised the door needs to work. - *Pending Capacity*

Crack Sealing the Roads – Complete. The frontage road was not done. That road alone would have cost \$10,000. Administration will look at having this road done next year. The roads were done for a cost of \$30,000, which was what it would have cost the Hamlet to do the work internally. The work may last 2-3 years, so in the long run, contracting the work will save money and it allowed staff to continue to focus on fire smarting.

Beaver – There is a beaver dam that has clogged the culvert along the railway. At this point, there is no flood. A local with a GHL who will eat the beaver has been asked, by ENR, to try to shoot the beaver/s. - *Pending Capacity*

NWT BDIC Visits – Industry, Tourism and Investment will be sending an Economic Development Officer to Enterprise for anyone wanting to learn more about funding programs, mentorship and training opportunities. The Economic Development Officer will work out of the Hamlet Office on September 11, October 16, November 6 and December 4 from 12:00 noon to 3:00 pm each visit.

Service Canada – Was in the community on August 9th from 10:30 am to 12:00 pm, at the Hamlet office, to provide services for residents, regarding Canada Child Benefit, Social Insurance Numbers, Canada Pension Plans, Old Age Security, Guaranteed Income Supplements, Employment Insurance, Record of Employment Website, Personal Service Canada Accounts, Passports, etc.

Registered Psychologist – A Registered Psychologist has been retained to provide Counselling Services within the community. Services will begin on October 6 and 13th and we will book future sessions based on need and availability.

Capital Projects

Outstanding Water Licence Requirements – Submissions to the Mackenzie Valley Land and Water Board have been made, requesting extensions pertaining to outstanding water licence requirements and to have an amendment made to the Hamlet's Water License. A response is pending the following requests:

- a letter requesting an extension to the requirement deadlines
- a letter requesting an amendment to the water license with regards to remediation of the solid waste site
- the following draft Operation and Maintenance Plans have been submitted to the Mackenzie Valley Water Board for a preliminary review to see if anything else is required prior to their final submissions: Spill Contingency Plan, Solid Waste Plan and a Wastewater Plan
- draft water licence reports for 2014, 2015 and 2016 have been produced and require a final review by the SAO and the Public Works Department prior to submission to the Mackenzie Valley Land and Water Board to see if anything else is required prior to their final submissions

Outstanding Water Licence Reports – The following documents are in draft form and are pending finalization:

- Operation and Maintenance Plan – Spill Contingency Plan
- Operation and Maintenance Plan – Solid Waste Facility
- Operation and Maintenance Plan – Wastewater
- 2014 Annual Report
- 2015 Annual Report
- 2016 Annual Report

Hazardous Materials – The Hamlet is still trying to determine the type of batteries that are at the dump, in order to have some hazardous material removed from the solid waste site. - *Pending Clarification and a quote*

De-Sludging Berm – The berm for the de-sludging is now complete.

De-Sludging the Sewage Lagoon – The SAO was advised by MVLWB and ENR to move forward with desludging prior to freeze up, if possible. The SAO contacted Aqua Clear and was told it was NOT possible to have the desludging done this year. They will put us on the list for first in the Spring.

Sludge Management Plan – The SAO has not started the Sludge Management Plan; however, she has obtained information that will enable starting the plan – *Pending*

Sewage Shoot Construction – A Request for Quotes has been circulated to community businesses for this job; Key Contracting will conduct the work. – *Pending Meeting with Contractor*

Storage Garage Roof – A Request for Quotes has been circulated to community businesses for this job; Enterprise Plumbing and Heating will conduct the work. A deadline extension of Mid to the end of October was agreed too.

Key Metrix – The Hamlet now has a key code to access the key cutting software; have not had time to go online to see how the program works yet. The SAO will likely request the offered training – *Pending Capacity*

FireSmartering – The FireSmart Program is making good progress. The preliminary work in Block 4, Lot 4606 is almost complete. The crew has been working on removing brush.

Community Hall Fence – Prices are being sought to have a 300 foot chain-link fence erected at the Community Hall to protect the kids from running on to the frontage road. The project is in the 2017-2018 Capital Plan.

Training

Trauma Informed Parent Workshop - A Trauma Informed Workshop was held on August 14 from 9:00 am to 4:00 pm at the Hamlet Office. Staff working with children attended along with some parents. There were 12 people in attendance and 2 facilitators.

Meetings

MONTH	DAY	ORGANIZATION	DESCRIPTION	TOPIC
August	3	Public Works	Meeting	Staff Meeting
	8	Public Works	Meeting	Sewage Lagoon Shoot
	10	Public Works	Meeting	Staff Meeting
	16	Hamlet & Caterer Industries	Meeting	Crack Sealing Enterprise Roads
	17	Public Works	Meeting	Staff Meeting
	18	Recreation & Wellness	Meeting	Program Revisions for School Schedule
	23	MACA	Meeting	Training Plan – Finance
	24	MACA	Meeting	Training Plan - SAO
	24	Staff Member	Meeting	Personal Concerns Re: NEBS Also discussed FireSmart Project
	28	MVLWB and ENR	Teleconference	Desludging/Sludge Management Plan
	29	Recreation & Wellness	Meeting	Program Policies
	29	John/Crack Seal Contractor	Meetings (approx. 4)	Regarding Crack Sealing Project (budget/work)
	30	Sunrise Cabinets	Meeting	Handi Capped Door Repair/Replacement
	30	Fire Chief	Meeting	FireSmart Project/Fire Department
	31	FireSmart Crew	Meeting	Update/Next steps
	31	Staff Member	Meeting	Personal Issues

Boards/Committees

NIL

