

**REGULAR COUNCIL MEETING MINUTES**  
**Tuesday, September 1, 2020**  
**Zoom, 7:00 pm**  
 Approve by Motion 2020-432

<p><b><u>PRESENT</u></b>        Mayor Craig McMaster        Deputy Mayor Michael St Amour        Councillor Barb Hart        Councillor Joe Lalonde        Councillor Sandra McMaster</p>	<p><b><u>ABSENT</u></b>        Councillor Daniel Harley</p>	<p><b><u>STAFF</u></b>        SAO, Tammy Neal        Lou Frost, Administrative Assistant        Erin Porter, Recreation/Wellness Leader</p> <p><b><u>MINUTES PREPARED BY</u></b>        SAO, Tammy Neal</p>
<p><b><u>GALLERY</u></b>        Winnie Cadieux        Natasha Lepage</p>	<p><b><u>DELEGATES</u></b></p> <ul style="list-style-type: none"> <li>* Rob Marshall, Manager, Energy Policy &amp; Programs, Energy Division, Department of Infrastructure, GNWT</li> <li>* Loretta Ransom, Advisor, Energy Funding, Research &amp; Development</li> <li>* Patrick Smith, Environmental Intern</li> <li>* Winnie Cadieux, Enterprise Education Working Group</li> <li>* Natasha Lepage, Enterprise Education Working Group</li> <li>* Simon Taylor, Taylor Architecture Group</li> <li>* Chris Oland, Taylor Architecture Group</li> <li>* Greg Haist, Hamlet Project Manager</li> </ul>	

**1. CALL TO ORDER**

Mayor Craig McMaster called the September 1, 2020 Regular Council Meeting to order at 7:00 pm

**2. COUNCILLOR ABSENCES**

**Resolution 2020-373**

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

- \* Councillor Daniel Harley, without reason

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Sandra McMaster

**ALL IN FAVOUR - MOTION CARRIED**

Discussion: NIL

**3. AGENDA ADDITIONS**

NIL

Initials: Mayor CM SAO TM

#### 4. ADOPTION OF THE AGENDA

##### Resolution 2020-374

Motion to adopt the September 1, 2020 Regular Council Meeting Agenda, as presented.

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR - MOTION CARRIED**

Discussion: NIL

#### 5. DISCLOSURE OF CONFLICT OF INTEREST

Councillor Sandra McMaster declared an interest in item 10. b., due to her relationship with the Mayor.

#### 6. DELEGATIONS

##### a. Fort Providence and Kakisa Power Line Project

Rob Marshall, Manager, Energy Policy and Programs, Energy Division, Department of Infrastructure, GNWT

Loretta Ransom, Advisor, Energy Funding, Research and Development

Patrick Smith, Environmental Intern

Mayor Craig McMaster introduced Rob Marshall, Loretta Ransom, and Patrick Smith.

**Councillor Joe Lalonde joined the meeting at 7:14 pm.**

A power point presentation was present to Council regarding the installation of a new power transmission line that included the budget, funding, routing, environmental scoping, consultation and & engagement, timeline and agenda. The Hamlet could provide an opportunity for the Hamlet of Enterprise to upgrade existing service to 3-phase power at little or no cost if Enterprise and Northland Utilities are interested. Updates and future discussions will take place as the project unfolds.

The possibility of a humming noise from the lines will be looked into by the engineers and consultants and the question will be readdressed in a future meeting.

##### b. Temporary Education Needs

Winnie Cadieux, Enterprise Education Working Group

Mayor Craig McMaster introduced Winnie Cadieux. Winnie introduced Natasha Lepage, a working group member

Winnie explained that she is a member of a local working group that has been working on the development of a school in Enterprise. Recently, there was a request for communities to identify local gyms as temporary classrooms in communities. Winnie met with the Minister of Education to discuss the possibility of an temporary classroom (education center) being set up in Enterprise, as some parents do not want to send their children to school in Hay River due to the risk of Covid-19. Other residents were also consulted and agreed it would be safer to utilize a local temporary school vs sending their children to Hay River. There is also a need for other students to have access to the intranet to do their college or university studies.

The Working Group is requesting support from Council with the following:

- The use of the Community Hall for a temporary classroom
- Support to conduct an assessment on the current Hamlet Office to identify the suitability of it being used as a future school
- Support for an education facility in the community

The Working Group was formed on the recommendation of Education Culture and Employment to represent the parents advocating for a school in Enterprise. It is not a group that was developed by Council, or as a Hamlet initiative, as education is not a mandate of Council.

Initials: Mayor CM SAO ML

**Resolution 2020-375**

Motion to draft a letter of support to Winnie Cadieux to support an education facility in Enterprise and that the SAO work with Winnie Cadieux to facilitate a temporary classroom at the Community Hall and to provide a study space with internet access to all Enterprise students, also at the Community Hall.

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR MOTION CARRIED**

**Resolution 2020-376**

Motion to develop an exposure plan for the Community Hall for the purpose of education.

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Michael St Amour

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

**Resolution 2020-377**

Motion to coordinate with ECE to conduct an assessment on this building to determine the suitability of the old hamlet office as an education facility.

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR MOTION CARRIED**

**c. New Hamlet Office/Heritage & Visitor Information Center**

Simon Taylor and Chris Oland, Taylor Architecture Group

Greg Haist, Hamlet Project Manager

Mayor Craig McMaster introduced Simon Taylor and Chris Oland.

Chris reviewed the new Hamlet Office/Heritage and Visitor Information Center floor plans with council. Discussions took place regarding the use of energy efficient systems being incorporated into the building, FireSmart materials being used on the outside and natural finishes being used on the inside of the building. Council agreed that local contractors should be utilized in the construction of the building, as much as possible.

**Resolution 2020-378**

Motion that all existing and new Hamlet buildings be retrofitted to zero or as close to zero emissions as possible and that all buildings are built, or retro fitted, with fire smart construction materials.

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR MOTION CARRIED**

Initials: Mayor CM SAO m

## 7. REPORTS

### a. Mayor's Report

NIL

### b. Deputy Mayor's Report

NIL

The Deputy Mayor Michael St Amour questioned whether or not the SAO has SAO heard back from legal on the last in camera meeting? The SAO did not hear back from legal.

### c. Acting Mayor's Report

The Acting Mayor Barb Hart, explained that she continues to work with the SAO on exposure plans and tweaks to the Covid-19 Procedures.

#### Resolution 2020-379

Motion to accept the Acting Mayor's, September 1, 2020, verbal report, as presented.

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Sandra McMaster

***ALL IN FAVOUR MOTION CARRIED***

### d. SAO Reports

#### i. Written Report, as at August 30, 2020

#### Resolution 2020-380

Motion to accept the SAO Report, as at August 27, 2020, as presented

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Michael St Amour

***ALL IN FAVOUR MOTION CARRIED***

Discussion: The SAO explained that she added a section to her SAO report to document the number of council meetings to ensure Council does not go over the allowable budget in the Hamlet's Indemnities Bylaw.

#### ii. Project Variance Report, as at August 30, 2020

#### Resolution 2020-381

Motion to accept the Project & Capital Variance Report, as at August 26, 2020, as presented

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Barb Hart

***ALL IN FAVOUR MOTION CARRIED***

Discussion: The SAO explained there will be a need to review the Lands Budget, as it will be over expended soon.

Initials: Mayor CM SAO M

- iii. Motions – Outstanding, as at August 30, 2020

**Resolution 2020-382**

Motion to accept the Outstanding Motion List, as at August 30, 2020, as presented

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Michael St Amour

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

- iv. Motions – Updated List, as at August 30, 2020

**Resolution 2020-383**

Motion to accept the Updated Motion List, as at August 30, 2020, as presented

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Joe Lalonde

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

- e. **Fire Chief Report**

- i. August 2020 Report

**Resolution 2020-384**

Motion to accept the following Fire Chief Report, as information:

- \* August 2020 Report

**Moved by:** Councillor Sandra McMaster

**Seconded by:** Deputy Mayor Michael St Amour

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

- ii. Briefing Note – Purchase of Water Tanker Truck

**Resolution 2020-385**

Motion that the Hamlet of Enterprise purchase from the Hamlet of Fort Liard their emergency services water tanker for the price of \$10,000.00 plus the cost to pick up the truck (or have delivered), to have the truck serviced/inspected and the total costs are to come out of the Capital Budget under “Unplanned Spending;” and

Further motion that a qualified mechanic take a trip to Fort Liard to inspect the truck prior to committing to purchasing the truck.

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Joe Lalonde

**ALL IN FAVOUR MOTION CARRIED**

Initials: Mayor cm SAO M

Discussion: 1. A trip to look at the truck would be required 2. There are individuals interested in purchasing the ole pumper truck, which could help offset the cost of the new water pumper truck 3. The new pumper truck can be parked at the public works garage until the extension to Fire Department is constructed, or maybe a carport could be purchased 4. An extension to the Fire Department is in the Capital Budget 5. Look into a maintenance schedule on the truck prior to purchase, maybe Ft. Liard has one.

iii. Fire Department Return to Training Operation Plan

**Resolution 2020-386**

Motion accept the Fire Department Return to Training Operation Plan, as information.

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Sandra McMaster

***ALL IN FAVOUR MOTION CARRIED***

Discussion: NIL

f. **Wellness/Recreation Leader Report**

i. August 2020 Report

**Resolution 2020-387**

Motion to accept the following Recreation and Wellness Leader Report/s, as information:

- \* August 2020 Report

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Michael St Amour

***ALL IN FAVOUR MOTION CARRIED***

Discussion: NIL

**Resolution 2020-388**

Motion to accept the following Bylaw Report/s, as information:

- \* August 2020 Report

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Sandra McMaster

***ALL IN FAVOUR MOTION CARRIED***

Discussion: NIL

Initials: Mayor CM SAO SM

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

### a. Regular Meeting August 4, 2020

#### Resolution 2020-389

Motion to accept the August 4, 2020, Regular Meeting Minutes, as presented.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Joe Lalonde

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

### b. Special Meeting August 13, 2020

#### Resolution 2020-390

Motion to accept the August 13, 2020, Special Meeting Minutes, as presented.

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Sandra McMaster

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

### c. Special Meeting August 20, 2020

#### Resolution 2020-391

Motion to accept the August 20, 2020, Special Meeting Minutes, as presented.

**Moved by:** Councillor Barb Hart

**Seconded by:** Deputy Mayor Michael St Amour

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

### d. Special Meeting August 25, 2020

#### Resolution 2020-392

Motion to accept the August 25, 2020, Special Meeting Minutes, 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 M

## 9. DEFERRED BUSINESS AND TABLED ITEMS

### a. Staggered Term Information

Discussion: Council would like time to review the information prior to making a decision.

### b. Level of Service Workshop Update (need dates)

#### Resolution 2020-393

Motion to move forward with the level of service workshop with Christina Benty on September 23 & 24, 2020

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR MOTION CARRIED**

Discussion:

**Councillor Barb Hart advised Council she has to excuse herself from the meeting at 10 pm.**

## 10. NEW BUSINESS

### a. In Camera – Grievance Follow Up: Hamlets Act 2003, c.22, Section 25(3)(c)

### b. In Camera – Governance Complaint Follow Up: Hamlets Act 2003, c.22, Section 25(3)(c)

#### Resolution 2020-394

Motion to move into an in camera meeting at 9:29 pm to discuss the following:

- \* In Camera – Grievance Follow Up: Hamlets Act 2003, c.22, Section 25(3)(c)
- \* In Camera – Governance Complaint Follow Up: Hamlets Act 2003, c.22, Section 25(3)(c)

**Moved by:** Councillor Joe Lalonde

**Seconded by:** Deputy Mayor Michael St Amour

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

#### Resolution 2020-395

Motion to move out of the in camera meeting and resume the September 1, 2020 regular council meeting at 9:51 pm

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Joe Lalonde

**ALL IN FAVOUR MOTION CARRIED**

Discussion: Council heard one side of the grievance and plan to hear the other side at the next meeting.

#### Resolution 2020-396

Motion to table all remaining agenda items, including items 10.a. and 10.b. to a Special Meeting of Council; date to be determined.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Joe Lalonde

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

Initials: Mayor

CM SAO M

**Resolution 2020-397**

Motion that the Deputy Mayor Michael St Amour liaise with the SAO Tammy Neal on a day to day basis and report to Council; and, that all issues/emails needing attention are to be emailed to all members of council.

**Moved by:** Councillor Barb Hart

**Seconded by:** Councillor Joe Lalonde

**MOTION CARRIED**

Vote Results: **3 for 1 opposed**

Deputy Mayor Michael St Amour – For

Councillor Barb Hart – For

Councillor Joe Lalonde – For

Councillor Sandra McMaster – Opposed, stating she was not part of any of the background discussions pertaining to the matter

Discussion: NIL

- c. **Capital Plan – Hamlet Office Furnace Airconditioning Units/Lighting Retrofits – Briefing Note**

**TABLED TO SPECIAL MEETING**

- d. **Housing Strategy Update/Appointment of Council Member**

**TABLED TO SPECIAL MEETING**

- e. **Tourism Operator Licence Application Amendment – Liidlii Kue First Nation**

- f. **Baseline Data Report**

**TABLED TO SPECIAL MEETING**

- g. **Revised Audited Financial Statements – Briefing Note**

**TABLED TO SPECIAL MEETING**

**11. STRATEGIC PLAN REVIEW - NIL**

**12. BYLAWS & POLICIES - NIL**

**13. COUNCIL ISSUES AND CONCERNS**

NIL

**14. CORRESPONDENCE OUTGOING - NIL**

**15. CORRESPONDENCE AND INFORMATION**

- a. **Email: August 19, 2020 - Bill 3: An Act to Amend the Public Highways Act**

Jackie Jacobson, Chair Standing Committee on Economic Development and Environment

**TABLED TO SPECIAL MEETING**

- b. **Email: August 24, 2020 – Review NWT Water Stewardship Strategy Action Plan for 2016-2020**

Katherine Manickum, Advisor, Water Stewardship, Water Management and Monitoring Division, Environment and Natural Resources, Government of Northwest Territories

**TABLED TO SPECIAL MEETING**

- c. **RCMP Update**

Cpl. Walter Goliath

**TABLED TO SPECIAL MEETING**

Initials: Mayor CM SAO M

16. ADJOURNMENT

a. Regular Meeting October 6, 2020

Resolution 2020-398

Motion to resume the September 1, 2020 meeting on September 8, 2020 at 7:00 pm by way of a Special Meeting.

**Moved by:** Deputy Mayor Michael St Amour

**Seconded by:** Councillor Barb Hart

**ALL IN FAVOUR MOTION CARRIED**

Discussion: NIL

Resolution 2020-399

Motion to adjourn the September 1, 2020 Regular Council Meeting to at 9:57 pm.

**Moved by:** Councillor Joe Lalonde

**Seconded by:** Deputy Mayor Michael St Amour

**ALL IN FAVOUR - MOTION CARRIED**

Discussion: NIL



Craig McMaster,  
Mayor



Tammy Neal,  
Senior Administrative Officer



Initials: Mayor CM SAO M

James H. Thompson, Director, FBI, Washington, D.C.

March 21, 1954

Dear Mr. Thompson:

Enclosed are

two copies of

the report of the Committee on Un-American Activities

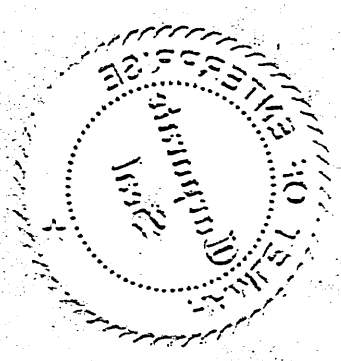
concerning the activities of the Communist Party

in the State of New York

for the year 1953

*[Handwritten signature]*

*[Handwritten signature]*



*[Handwritten signature]*

Very truly yours,

# SAO REPORT, AS AT August 27, 2020

## COMMENTS

**I would like to remind Council that any direction given to the SAO should be in the form of a motion. This ensures direction is clear and direction can be tracked through the outstanding motion list.**

In the past month, Hamlet business has picked up and the office is much busier lately. Part of this change is likely due to individuals resuming work in their offices. There have been more requests for meetings, the phones have gotten busier and Administration and Public Works activity has increased.

## COUNCIL HONORARIA AS PER INDEMNITIES BYLAW 2020-02

Month	Allowable Number Meetings in Budget	Meetings Held	Budgeted Meeting Variance
January	3	3	0
February	3	2	1
March	3	5	-1
April	3	2	0
May	3	3	0
June	3	3	0
July	3	5	-2
August	3	4	-3
September	3	1	-1

## STAFF

**Total: 15      Full Time: 4      Part Time: 4      Casual: 2      Term: 4      Summer Student: 1**

**Summer Labours:** The Hamlet now has one Heavy Equipment Operator, one summer student and three labours.

**Municipal Works Maintainer:** An ad has been circulated to fill the vacant Municipal Works Maintainer position. The position has not yet been filled; there have been three interested candidates and one resume received.

## COVID-19 RELATED PROJECTS

**Residents in quarantine:** There is 1 known resident currently in quarantine in Enterprise.

**Hamlet Office:** Administration work continues out of the office. Two essential workers work full time and two non-essential workers staggered shifts. The office remains closed to the public, but continues to assist residents on an appointment basis.

**Covid-19 Policy:** The Covid-19 Procedures continue to be implemented and adhered to.

**Exposure Plans:** Exposure Plans continue to be worked on. In the recent month a plan has been developed to resume fire training, conduct Council training and for the operation of the school bus. The feasibility of re-opening the After School Program is being reviewed and an Exposure Plan is being drafted to help visualize what re-opening the program would look like and whether or not it is feasible.

**Community Food Centers Canada (CFCC) - Good Food Access Fund** – The Hamlet mailed each household \$200 in gift cards on August 26, 2020 to assist with purchasing food and sanitizing supplies, which will in turn help elevate the higher cost of food, supplies and various bills.

**Community Food Centers Canada (CFCC) - Good Food Access Fund** - August 18, 2020, an application for \$20,000 was submitted to assist residents with food and sanitary supply purchases. If approved, each household will receive \$150 in September, October and November, to assist with food and sanitary supplies.

**United Way Yellowknife:** August 27, 2020, an application was been submitted for \$25,000 to assist residents with heating fuel, intranet, or food and sanitary supplies. If approved, each household would receive \$500 to assist with preparation for a second wave of Covid-19. Residents will have the option to choose the assistance they feel they need the most to help them prepare (intranet, heating fuel, or food and sanitary supplies).

**Emergency Community Support Funding:** Staff are applying for funding to help Enterprise prepare for a possible second wave of aCovid-19. This funding would allow for a food supply and freezers – **THE HAMLET WAS NOT APPROVED FOR THIS FUNDING.**

## **PUBLIC WORKS PROJECTS**

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**Fire Break Berm/Excess Water:** The SAO has been in contact with Environment and Natural Resources (ENR). The SAO was provided information regarding the fire break, and advised that the Department of Lands was requested to conduct an inspection to determine if ponding water adjacent to the rail bed was a concern. It was determinate that the integrity of the rail bed was not compromised. The SAO was provided other information for review, including other information pertaining to the Fire Break.

**FireSmarting Fox Farm Road:** Administration is looking into the possibility of hosting a Chainsaw Safety Course to enable FireSmarting the blind spots on Fox Farm Road.

**Brushing on Fox Farm Road:** the SAO has been in contact with Northland Utilities with regards to some brushing that is needed on Fox Farm Road, as trees are very close to the power lines.

A quote to conduct the FireSmarting on the Fox Farm Road has been requested, as contracting this work would be a more suitable at this point in time. Information will be considered accordingly.

**Gravelling Roads:** Public Works spread gravel on and graded Whiskey Jack Drive and Bear Road. The Fox Farm Road also received gravel to fill large pot holes and the road was graded, as well. With all the rain, the roads will need to be graded a few more times before winter, but the overall condition of all roads have improved.

**New Grader:** Public Works has an accumulated budget of \$300,000 in the Capital Plan to replace the grader. Staff are researching a good used unit that will be suitable for the Hamlet. This information will be brought to Council for review, once acquired.

**Public Works Security Fence:** Staff are researching and preparing to install a fence at the Public Works Yard.

**Crack Sealing and Road Repairs:** The road work has been extremely challenging between staff shortages and the rain. Staff continue to watch for sunny, dry days and are prepared to continue road work, as weather allows.

## OTHER PROJECTS BEING WORKED ON

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**Greenhouse Project:** The hamlet has been faced with challenges erecting the greenhouse because of all the rain; the ground is too spongy and wet.

**Enabling Accessibility Fund:** Staff applied for \$22,000 in funding for a ramp upgrade at the Hamlet Office. The wood is currently rotting, and the slope of the ramp is too steep for some individuals with mobility issues – **PENDING A RESPONSE.**

**Housing Strategic Plan:** Administration staff will assist NWT Housing with re-initiating the coordination of the Housing Strategy Work.

## PROJECTS REQUIRING FOLLOW UP

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**Local Food Infrastructure Funding:** Staff continue to prepare a garden upgrade plan, when time allows, that can be utilized to apply for greenhouse/garden funding to continue with the garden upgrade over the next 2 years, which could consist of additional greenhouses, additional garden beds, food storage equipment, education for the public on preserving food, ect. We are in the beginning stages of the proposal. More information will be available in the coming weeks.

**Waste Management feasibility Study:** The SAO has yet to request a second quote for this project.

**6 Bay Exhaust System** – The Hamlet is still waiting on a quote to fix this system. With Covid-19, some projects seem hard to get off the ground.

## EMERGING WISELY

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- ✓ A Covid-19 Policy has been approved and is being implemented
- ✓ A review of the Emerging Wisely Documents and Risk Assessment is on going
- ✓ Exposure plans continue to be developed, referencing the Covid-19 Policy
- ✓ Currently we are in Phase 2 of the Emerging Wisely Plan (blue)

After reviewing the Emerging Wisely Risk Assessment, information required from WSCC and other documentation, it appears Enterprise's Emerging Wisely process will look like this (things are subject to change as GNWT orders change):

### **Phase 1 (Mid to late May) - COMPLETE**

- ✓ Municipal Office – Essential Workers Only
- ✓ Municipal Office – Open to public by Appointment Only
- ✓ Municipal Office – Council Meetings: Online
- ✓ Fire Department - Fire Training Online
- ✓ Public Works Department – Essential Services

- ✓ Community Hall – Programing: Online Only
- ✓ Gym - Closed

### **Phase 2 (Mid to late June) – Current Phase**

- ✓ Fire Department - Fire Training (physical)
- 1. Community Hall – Programing: After School Program Re-Opening
- 2. Community Hall – Programing: Kids Day Programing Outside Only
- 3. Community Hall – Programing: Adults Outside Only
- ✓ Municipal Office - Council Meetings – Online Only
- 4. Municipal Office - Public Gatherings
- ✓ Municipal Office - Opening Office – Essential Workers Only
- ✓ Municipal Office – Open to public by Appointment Only
- 5. Gym - Assessment

**Phase 3** (to be decided, as second wave expected between August and October 2020)

1. Municipal Office – Open to public
2. Municipal Office - Opening Office – Essential Workers Only
3. Gym – TBD as per phase 2 assessment
4. Community Hall – Some Programming - Kids Day Programming (Inside)
5. Community Hall – Some Programming – Adults (Inside)

**Final Measures Lifted** (to be decided, as dependant on how pandemic unfolds; most experts believe 12-18 months to develop a vaccine for Covid-19)

1. Community Hall – All Recreation Programming (including Seniors Coffee)
2. Community Hall – Public Use (Rental/Donate Space)

**ADMINISTRATIVE GOALS (IN PROGRESS)**

1. Risk Assessments
  - ✓ Hamlet Office
  - ✓ Fire Hall Training
  - \* Outside Activities
- ✓ Covid-19 Policy
2. Exposure Plans:
  - ✓ Hamlet Office
  - ✓ Fire Hall Training
  - \* Outside Activities
3. Work Hazzard Assessments
  - ✓ Municipal Works
  - ✓ Hamlet Office
  - ✓ Fire Hall Training
  - \* Outside Activities
4. Field Risk Assessments
  - ✓ Municipal Works
  - ✓ Hamlet Office
  - ✓ Fire Hall Training
  - \* Outside Activities
5. WHIMIS Training
6. Hand Washing Training

**MEETINGS/TELECONFERENCES**

JULY	ORGANIZATION	DESCRIPTION	TOPIC
30	Municipal Works	Meeting	Tailgate Meeting
30	Deputy Mayor	Meeting	Updates
31	Legal	Phone Mtg	Dev Permit Application
31	OFF		
3	OFF		
4	OFF until pm council meeting		
6	Legal	Phone Mtg	Letter
6	Dillon Consulting	Phone Mtg	Dev Permit Application
7	Minister Meeting	Zoom	Covid- 19 Updates
7	MACA	Phone Mtg	ICIP Funding
7	Resident	Meeting	Land File Review
11	Resident	Phone Mtg	Upset
11	Dillon Consulting	Phone Mtg	Dev Permit Application
12	Christina Benty	Phone Mtg	Leadership Training
12	Job Candidate	Meeting	Heavy Equipment Operator Job
13	Dillon Consulting	Day Meeting	Zoning Bylaw Review
13	Legal	Phone Mtg	Council Meeting
14	Municipal Works	Meeting	Tailgate Meeting
14	Training Session	Webinar	Opening Safely
14	Councillor	Meeting	Computer Assistance
14	Administrative Assistant	Meeting	Covid Procedures/Hazzard Assessment
17	Municipal Works	Meeting	Tailgate Meeting Hazzard Assessments

Initials: Mayor CM SAO M

