



**MINUTES OF REGULAR COUNCIL MEETING**  
**Thursday, May 20, 2021**

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**ATTENDANCE**

**PRESENT**

MAYOR	Catherine Kotchea
COUNCILORS	Julia Capot Blanc
	Kathie Hardisty
	Colin Woehl
	Derwin Kotchea

**ABSENT**

DEPUTY MAYOR	Eva Hope [with notice]
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STAFF Senior Administrative Officer John W. McKee

RCMP Cpl. Ryan Meko – for RCMP report only.

**New councilor Derwin Kotchea sworn in by Notary Julia Capot Blanc.**

The Chairperson (Mayor) took the chair and called the meeting to order at 7: 07 pm.

**ADOPTION OF AGENDA**

Council reviewed the meeting agenda without changes.

**MOTION 2021- 47**

That the agenda for the meeting of May 20, 2021 be approved as presented.

Moved:	Colin Woehl
Seconded:	Dervin Kotchea
Carried.	

**DECLARATION OF INTEREST**

No conflicts of interests were declared.

**ADOPTION OF MINUTES**

Council reviewed the minutes for the previous meeting and corrected two typo errors.

**MOTION 2021-48**

That the minutes of the meeting of April 15, 2021 be approved with typo errors corrected.

Moved: Colin Woehl  
Seconded: Kathy Hardisty  
Carried.

**RCMP REPORT**

Cpl. Ryan Meko reviewed the April 2021 report for council. Noted most calls liquor related – mischief and assault. Steady liquor related offences. Liquor now coming from Fort Simpson – BC Boarder restrictions do not apply. Requested people call to report bootlegging.

**NEW BUSINESS**

**NEW MAINTENANCE SHOP**

Council reviewed a Project Brief [830408] for a new Maintenance Shop. All municipal works employees' base operations from the municipal works garage. This includes municipal truck drivers, maintenance staff, laborers (both full time and seasonal), and mechanics. This worksite is no longer compliant with Occupational Health and Safety Laws and COVID19 regulations. The Hamlet must comply for the health and safety of hamlet and contract employees. Consideration was given to renovating one bay of the parking garage, but code requirements could not be met. The budget is \$556,000 with completion fall 2021. Council approved the project.

**MOTION 2021-49**

That Project 830408 construction of an 875 square foot Maintenance Shop be approved for a budget of five hundred and fifty-six thousand dollars (\$556,000.00).

Moved: Kathie Hardisty  
Seconded: Julie Capot Blanc  
Carried.

**STUDENT DONATION**

Councilor discussed a graduate gift for students [four from this year – two from last year]. A budget of \$2,500 was set and the administration was directed to research tablets and email councilors with details for approval.

**MOTION 2021-50**

That a budget of twenty-five thousand dollars (\$2,500.00) be approved for an electronic gift for the six student graduates.

Moved: Kathie Hardisty  
Seconded: Dervin Kotchea.  
Carried.

- **Councilor Kathie Hardisty declared a conflict of interest and left the chambers.**

Janine Hardisty has graduated from Nursing School. In recognition council approved a \$100.00 gift card and plaque.

**MOTION 2021-51**

That a one hundred \$100.00 dollar gift card and plaque be presented to Janine Hardisty in recognition of her graduation from nursing school.

Moved: Julie Capot Blanc  
Seconded: Dervin Kotchea.  
Carried.

- **Councilor Kathie Hardisty returned to chambers.**

**FINANCIAL**

**FINANCIAL STATEMENTS**

The SAO presented the Financial statements for the period ending March 31, 2021.

Revenue and Expense Summary

95% of GNWT funding for operations and Maintenance = 80% of total operations revenue

\$23,000 from GNWT Office Rent

\$100,000 from administration of municipal services

\$140,000 from Employment Program — to Training and Development Fund?

\$58,743 carried forward from Youth Programming.

Emergency Funding

\$194,697 in revenue offset by \$80,926 in expenses = \$113,771 balance

Expenditures

Finance and Administration and Works largest expenditures

Recreation Sport and Youth due to no staff or programming

Stabilization Fund

\$565,902 in fund.

Training and Development Fund

Received \$194,400 from ECE [Employment] off set by \$171,129 in expenditures = \$23,271 in Fund

Waste Disposal

\$ 125,637 in expenditures [no allowance for truck] with revenue of \$65,595 = \$60,042 which will be covered by operational revenue. Revenue = 48% of expenses.

Water and Sewage

\$46,347 deficit on operation which will decrease the fund balance to \$989,406.

Capital Infrastructure Funding

Government Transfer \$ \$1,683,000

Interest \$6 ,647

Sale \$10,000

Transfer from W/S \$108,000

Total Increase in Fund \$1,807 647

Offset by \$650,464 investment in infrastructure and \$8,341 in planning.  
Total Fund Balance now at \$ 5,071,267.

GAS Tax Fund

No expenditures

\$298,000 in funding plus \$6,419 in interested increased fund to \$1,515,621.

Tangible Capital Asset Fund

Prior Year Fund Balance \$ 212,904 plus \$ 394,754 in fees per schedule less \$ 89,088 in capital repairs = year end fund balance of \$518,570.00

**MOTION 2021-52**

That the financial statements for the period ending March 31, 2021 be accepted as presented.

Moved: Colin Woehl  
Seconded: Kathy Hardisty  
Carried.

**CAPITAL PROJECT REVIEW**

The SAO reviewed the status of 2021 capital projects.

830403 Recreation Center Rehabilitation	RFP being drafted.
850103 Hay Lake Plan	RFP being drafted.
830407 Three Bay Garage	Engineering Contract signed
830411 Water Plant Stairs	Engineering contract signed.
850114 Staff House Fence	Contractor preparing proposal.
830507 Fire Equipment	Tender being drafted.
830511 Water Plant Cell	Project cancelled – no contractor.
840404 Road Works	Engineering contract signed.
850105 Cemetery	Survey tender being drafted.

The cell restoration project has been cancelled as no contractor interested in the work. This is a high priority project long overdue. The consultant will put together an

emergency plan and a list of parts we must keep in inventory due to long delivery time for parts and equipment.

### SALARY WAGE REVIEW

LGNT conducted a review of local government salaries, wages, and benefits in 2021. The SAO reviewed Hamlet wages and benefits against the review and the are comparable with the medium wages presented in the review. No changes were made.

### STAFFING

Staffing continues to be a challenge. Five positions are vacant and though they are advertised locally no applications have been received. Applicants must be willing to train and have a long-term commitment. The SAO stated that service levels may have to be reduced if drivers cannot be found.

### BYLAWS

#### COUNCIL EXTENSION

Bylaw 297 a Bylaw to extends councilor terms of office to three years following the 2021 Municipal General Election was presented in writing and given third and final reading.

#### MOTION 2021-53

That Bylaw 297 "Council Term Extension" was given third and final reading.

Moved: Julie Capot Blanc  
Seconded: Katie Hardisty  
Carried.

#### MUNICIPAL SERVICE RATE AMENDMANT

Bylaw 299 a Bylaw to amend the municipal services rate was presented in writing and given third and final reading.

#### MOTION 2021-54

That Bylaw 299 "Municipal Service Rate Amendment" was given third and final reading.

Moved: Kathie Hardisty  
Seconded: Colin Woehl  
Carried.

#### TERMS OF EMPLOYMENT AMENDMENT

Bylaw 300 a Bylaw to amend the standard hours of work for administrative employees was given first reading.

**MOTION 2021-55**

That Bylaw 300 "Terms of Employment Amendment" was given first reading.

Moved: Kathie Hardisty  
Seconded: Derwin Kotchea  
Carried.

Bylaw 300 was given second reading.

**MOTION 2021-56**

That Bylaw 300 "Terms of Employment Amendment" was given second reading.

Moved: Kathie Hardisty  
Seconded: Colin Woehl  
Carried.

**FINANCE OFFICER APPOINTMENT**

Bylaw 301 a Bylaw to appoint Molly Duntra as Finance Officer was given first reading.

**MOTION 2021-57**

That Bylaw 301 "Finance Officer Appointment" was given first reading.

Moved: Coilin Woehl  
Seconded: Derwin Kotchea  
Carried.

Bylaw 300 was given second reading.

**MOTION 2021-58**

That Bylaw 301 "Finance Officer Appointment" was given second reading.

Moved: Kathie Hardisty  
Seconded: Colin Woehl  
Carried.

**POLCIES**

A Municipal Complaint Policy to provide for the constant and uniform process to respond to municipal program and service delivery was reviewed and approved.

**MOTION 2021-59**

That the "Municipal Complaint Policy" be approved as presented.

Moved: Colin Woehl  
Seconded: Kathie Hardisty  
Carried.

**CORRESPONDENCE**

Reviewed and Noted.

NEBS Annual General Meeting  
GNWT - New Public Housing Fort Liard  
LANDS – Hamlet Reserve Application  
GNWT – Yellowknife School Closure  
INFRASTRUCTURE – Community Access Program  
MACA – Well Monitoring  
GNWT – Food Production Application  
FISHERIES CDA – Arctic Youth Council  
Jack Yeadon – Application for Community Garden

**PERMITS**

Reviewed and Noted

ARI – Application 4916  
ARI – Licence 16820 approved  
ARI – Application 5006  
RWED – Timber Permit – Northern Wood Services

**REPORTS**

Reviewed and Noted

Bi-Election Results  
COVID 19 Vaccination Results  
Fire Chief Report – April  
Adaption to a Changing Climate

**AGENDA ITEMS FOR CONSIDERATION**

Strategic Plan  
Emergency Response Plan

**NEXT MEETING**

June 17, 2021

**ADJOURNMENT**

**MOTION 2021- 60**

That the meeting of May 20, 2021 be adjourned.

Moved: Kathie Hardisty  
Seconded: Derwin Kotchea  
Carried.

The meeting adjourned at 9:25 pm.

A handwritten signature in blue ink, appearing to read "Cathy Kotchea", written over a horizontal blue line.

Cathy Kotchea  
Mayor

A handwritten signature in blue ink, appearing to read "John W. McKee", written over a horizontal blue line.

John W. McKee  
Senior Administrative Officer