

**ATTENDANCE**

*Electronic attendance \**

Lauren Hanchar –Deputy Mayor  
Dale Burdes – Councillor  
Denina Paquette – Councillor  
Thomas Slager – Councillor

**Administration**

Cam Lockwood – Chief Administrative Officer  
Tiffany Lund – Municipal Clerk

**Public**

J. Carlson	R. Carlson	G. Sundby
P. Agana	A. Lopez	L. Harder
R. Harder	P. McLeod *	M. Palmer *
N. Pourabdi	D. Cary	W. Cary
B. Walters *		

The meeting was called to order at 6:00 pm by Deputy Mayor Hanchar.

**AGENDA**

**MOTION 024-016-128**

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

The Agenda be adopted as presented.

- CARRIED -

**MINUTES**

**MOTION 024-016-129**

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

The draft minutes from the Regular Council Meeting of July 16, 2024, be adopted as presented.

- CARRIED -

**PAYABLES**

**MOTION 024-016-130**

Moved by Councillor Burdes, seconded by Councillor Paquette THAT:

The Open Payables in the amount of \$664,285.15 be approved and paid.

- CARRIED -

Council sought clarification on several payable amounts, including those for Brandt Tractor, Iron Works, Watson Lake Landfill, Flying Colors, and Viking Cives Ltd.

**PUBLIC HEARING**  
**Zoning Amendment Bylaw 2024-08**  
**To Amend Airport Zone**

The purpose of Zoning Amendment Bylaw 2024-08 is to add 'caretaker residence' to the allowable uses in the Airport Zone. The Public Hearing was set to hear and consider all comments from the community.

**MOTION 024-016-131**

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Council open the Public Hearing to hear and consider all written and verbal comments pertaining to draft Zoning Amendment Bylaw 2024-08.

- CARRIED -

Administration confirmed that there were two written submissions which were against the proposed bylaw amendment, twenty-two written submissions in support of the proposed bylaw amendment, and one ineligible submission by a non-resident. Administration explained that written Public Hearing submissions are not typically read aloud during a Public Hearing, when the questions was asked from the Gallery. Council then took comments from the Gallery:

- R. Harder – expressed support for the proposed amendment
- D. Cary – expressed support for the proposed amendment
- G. Sundry - expressed support for the proposed amendment
- L. Harder - expressed support for the proposed amendment
- P. McLeod - expressed support for the proposed amendment

**MOTION 024-016-132**

Moved by Councillor Burdes, seconded by Councillor Paquette THAT:

Being there no further comments to consider the Public Hearing be closed.

- CARRIED -

Zoning Amendment Bylaw 2024-08 will be discussed further at the Council Meeting of September 3, 2024, prior to being introduced for Second Reading.

**REPORTS**  
**CAO Report**

Administration provided a written CAO Report with project updates (attached). In addition to the written report, Administration shared:

- The August Town Crier had been published and can be found online and at various locations in the community.

- There was a minor fire in the Landfill; the cause of the fire was unknown. Town employees and the Fire Department responded appropriately, and the fire was extinguished quickly.
- Administration has interviews scheduled on August 7, 2024, for the position of Director of Finance.

**CORRESPONDENCE**  
**Queer Yukon**  
**Flag Raising Ceremony**

Queer Yukon requested that a Pride Flag be raised at the Town Office in celebration of Pride Month in Watson Lake asked if Mayor and Council would participate in a flag raising ceremony on August 16, 2024. Due to a limited number of flag poles, Council discussed options to accommodate the request. Deputy Mayor Hanchar asked that Administration investigate the cost to install additional flagpoles at the Town Office for special flags or occasions. Council sought clarification on the proceedings of the flag raising ceremony and the timeline for the flag to be flown.

**MOTION 024-016-133**

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

The Pride Flag be raised at the Town Administration Office from August 16, 2024, until August 31, 2024, as a part of Queer Yukon’s Pride Month Flag Raising Ceremony.

- CARRIED -

Opposed: Councillor Paquette

**Sign Post Services Ltd.**  
**Request for Letter of Support**

Councillor Burdes declared a conflict of interest and vacated Council Chambers.

Council was in receipt of correspondence from Sign Post Services Ltd., seeking support from Council for the purchase of five surveyed lots, adjacent to Sign Post Services Ltd.’s property, from Yukon Government. A previous Council had supplied a letter of support for the purchase in 2013, however, the purchase did not proceed at that time and the process must start again. Council asked Administration to inquire on the intended use of the property to ensure that the intended use will meet Zoning and OCP compliance requirements and to aid in Council’s decision.

**BYLAWS**  
**General Maintenance Bylaw 2023-011**

Council was in receipt of an Admin Report which provided an update on the General Maintenance Bylaw amendment process. The draft bylaw was reviewed by legal counsel and amendments to the draft bylaw were made as per recommendations. Input on snow removal was also provided to Council from the Public Works Department. Administration asked that Council provide direction for sections that speak to snow removal and defacing

of property. Council discussed the draft bylaw at length and directed Administration to make changes to the language used in sections 7.02 and 9.02. Council asked that the draft bylaw be introduced for Second Reading at the Council meeting of September 17, 2024.

#### **COUNCILLOR OPEN FORUM**

##### **Councillor Slager:**

- Asked for clarification on how the Public Waste Drop-off at the Landfill will function and if there will be an area other than the roll-off bins where waste can be dropped. Administration explained that only roll-off bins will be used so that the waste going into the Landfill can be controlled by staff and contained while awaiting transfer. The Public Waste Drop-off will lessen liability risks as less people will be entering the Landfill.
- Inquired on the progress was on the proposed new sani-dump station. Administration explained that two funding applications to support the project were denied so the sani-dump will be discussed during 2025 budget preparations.

##### **Councillor Burdes:**

- Asked for an update on the Housing Accelerator Fund Grant. Administration confirmed that two eligible applications had been submitted so far, but a lot of people had been in the office or in discussions with the HAF consultants, working on applications. Information on the program is on the Town website and social media, and a housing email was set up.

##### **Councillor Paquette:**

- Asked if the Visitor Information Centre would remain at the Recreation Centre. There have been early discussions with the Minister and Deputy Minister of Tourism about moving the VIC to the Northern Lights Centre. Discussions are proceeding with department heads and management. Administration confirmed that if moved, the NLC planetarium/theatre would not be impacted.
- Hopes to see the new Public Waste Drop-off in action. Administration confirmed that there will be information shared with the public and on-site help available, once operational.
- Asked if there was trail maintenance around Wye Lake Trail as it has become overgrown.

##### **Deputy Mayor Hanchar:**

- Is happy to hear that the Frances Ave lot development is on track and would like information on lot prices and timelines. Administration has requested a meeting with YG to seek answers on lot prices, when lots will be available to purchase, and how they will be released for purchase.
- Asked if there is ongoing training on the Structural Protection Units to ensure that training is fresh in everyone's mind in the event of a wildfire emergency.
- Shared information on an organic waste pilot project in Dawson City; the municipality incentivized countertop food waste keepers, to help divert food waste from entering the Landfill. Administration will investigate further but does not believe that the pilot project had a lot of uptake.

**GALLERY OPEN**  
**FORUM**

L. Harder:

- Was opposed to a Pride Flag being raised at the Town Administrative Office and noted that there are already Pride Flags hung along the Alaska Highway corridor.

R. Harder:

- Suggested a meeting between the Town and snow removal contractors to try to find a solution to snow removal issues. Harder believes that when there are lighter snow fall years and space available on highway right of ways or greenbelts, people should be allowed to use those areas to remove snow from properties.

G. Sundby:

- Believed that a Pride Flag should not be raised at the Town Administrative Office and does not think the Town should make political statements on Town property. Sundby suggested raising special flags at Wye Lake Park as opposed to the Town Office.

N. Pourabdi:

- Was opposed to the raising of any flag other than the Canada, Yukon, and municipal flags at the Town Administrative Office.

B. Walters:

- Asked if the Visitor Information Centre staff could be invited to meetings to discuss the VIC potentially moving locations.

P. McLeod:

- Believed that there has been ample discussion about the General Maintenance Bylaw around snow removal and that new things should not be added to the bylaw at this stage of the process.

Councillor Slager asked Administration if there was an alternate location to raise the Pride Flag for Queer Yukon's ceremony and asked for investigation into flag protocol.

**ADJOURNMENT**

**MOTION 024-016-134**

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

Being there no further business to discuss that the meeting be adjourned.

- CARRIED -



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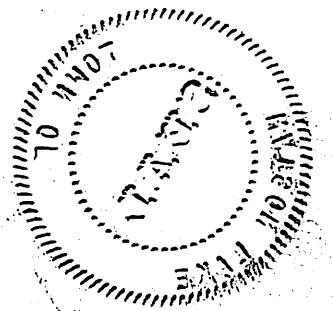
Christopher Irvin – Mayor



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Tiffany Lund – Municipal Clerk







## Town of Watson Lake CAO Report

PREPARED BY: Cam Lockwood

REPORT DATE: 2024-08-06

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### Project Updates:

**Infrastructure:** The inground infrastructure work is scheduled to resume as soon as the weather permits in the spring. Norcope will have two crews in town to start the year, with one completing the Tintina Way work and the other working on Adela, Frank and Stikini with work slated to be completed by freeze up.

Currently Ottawa has not committed to any future funding streams, however it appears that they are waiting for the new budget in the spring.

Update: Norcope has completed the water and sewer line on Adela Trail, they are currently finishing the work on 8th Street South in between Frank Trail and Stikine. They have started on the sewer line replacement on Stikine. Tintina has had the water services reconnected to half of the street and they are waiting on test results for the north end.

**Rec Centre Scoping:** Work has been ongoing with the building assessment scoping project with engineers and consultants in town completing their work. We will have additional consultants in town on Monday and Tuesday doing further follow up. When the work is completed, a report will be coming to council. This work is funded by YG.

Update: This work is progressing with the draft report being delayed till the end of August.

**Community Hall Renos:** Northern Front Studios and their engineering staff were in town, this week completing their assessments and scoping. The plan is to have work tender documents ready to be put out for tender early May. Our CCBF funding has been approved.

Update: The tender costing review is under way with the report scheduled to be received in a couple of weeks.



**HVAC:** We have been working with YG on a proposal to have all our HVAC systems at the Rec Centre, NLC and Admin building replaced. Our application for COVID HVAC funding was submitted to YG Management Board, who have approved it and now an application has been submitted by YG to Ottawa for the final approval as this is a federal funding pot.

**Update:** Design continues with tenders currently anticipated to be published in November or December. Then the work would be completed by the spring and summer of 2025. Boiler replacement has been added to the scope of work for the Admin and NLC buildings.

**Dry Hydrants:** The dry hydrant scoping project has wrapped up with 10 locations evaluated for potential dry hydrant installations. Only three locations were found to be suitable.

**Update:** Administration is researching funding options to be presented to Council later this year.

**Frances Avenue:** We have been meeting with Lands Branch to ensure that work is ready to proceed in the spring. Progressive Ventures, the lift station contractor has already mobilized some of their equipment to town and the wet well is scheduled to arrive in the next month. First Kaska has started production of the gravel material which will be in place for when Sidhu Contracting arrives in the spring.

**Update:** The lot development is complete, Sidhu Contracting is currently completing the road construction with final capping and leveling. Hard surfacing will take place next spring. Power installation to the property lines will be completed by ATCO late this fall.

The lift station build continues with the construction of the lift station building currently under way. The backup power line from the Water Treatment Plant has been trenched in.

**Public Waste Drop Off Area:** Westpeak started site construction last fall and continued until the frost would not allow any further advancement. Our Public Works staff hauled fill and gravel to site and stockpiled it. The rolloff trailer and three bins have arrived and are being stored at the Public Works yard, so we will be ready to go into operation as soon as the work is complete.

**Update:** The only outstanding items on this project are the completion of the wiring and installation of the light standards. We are currently waiting on the repairs to the landfill one ton truck (parts are back ordered) to start operation of the drop off area. The roll off bins are currently on site. Information on the operation and guidelines for the drop of area will be coming out in the next few weeks, stay tuned.