

**TOWN OF WATSON LAKE  
COMMITTEE OF THE WHOLE MEETING  
COUNCIL CHAMBERS 6:00 PM**

**MEETING NO. 13  
August 16, 2022**

**ATTENDANCE**

Christopher Irvin – Mayor  
Denina Paquette – Councillor  
Lauren Hanchar – Councillor  
Dale Burdes – Councillor  
Thomas Slager - Councillor

**Administration**

Cam Lockwood – CAO  
Tiffany Lund – Municipal Clerk

**Delegation**

Christopher Pinkerton – Food Network Yukon

**Public**

P. McLeod                      C. Zozula  
B. Sundby                      D. Sundby

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

**AGENDA**

**MOTION 022-13-109**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Agenda be adopted as presented.

- CARRIED -

**MINUTES**

**MOTION 022-13-110**

Moved by Councillor Burdes, seconded by Councillor Hanchar THAT:

The minutes from the Regular Council Meeting of July 5, 2022, be adopted as presented.

- CARRIED -

**ACCOUNTS  
PAYABLE**

**MOTION 022-13-111**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Open Payables in the amount of \$141,770.77 be paid.

- CARRIED -

**PUBLIC HEARING**  
**ZONING AMENDMENT**  
**LOT 1, BLOCK 58, WATSON LAKE**

**MOTION 022-13-112**

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

The Public Hearing be opened.

- CARRIED -

Administration stated that there were no written submissions received regarding the rezoning of Lot 1, Block 58, Watson Lake. Councillor Slager shared that there is another property owner in the same area who expressed interest in rezoning their property to Residential. Councillor Slager is to follow up with the request and explain the process for a rezoning application. There were no questions or comments from the meeting attendees.

**MOTION 022-13-113**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Public Hearing be closed.

- CARRIED -

**DELEGATION**

**Christopher Pinkerton**  
**Food Network Yukon**

Christopher Pinkerton, Food Security Network Coordinator for Food Network Yukon, presented on food security in Yukon, the work being done in Watson Lake to help tackle food security issues, and thanked the Town of Watson Lake for various contributions to date. Research by Dr. Sara McPhee shows that Watson Lake is the most food insecure community in Yukon, with Yukon being the 3<sup>rd</sup> most insecure province/territory in Canada. Food security will continue to be a focus in the community through the Yukon Energy Food Network and community partners. Dr. Sara McPhee will be in Watson Lake on August 26<sup>th</sup> and will be available to meet with Council or other interested parties.

## **CORRESPONDENCE**

Council was in receipt of a correspondence from Minister Streicker, seeking municipality input on legislation to administer and regulate geothermal resources in the Yukon.

## **REPORTS**

### **CAO Report**

Administration provided an update on the Northern Lights Centre, including visitor numbers, Town employee training received by SPITZ, and a funding application being submitted through CanNor, to upgrade the entire planetarium system as well as other needed repairs and updates. The system replacement and building upgrades will commence next spring if funding can be obtained. Administration also explained that due to staffing, the Centre may have to be closed earlier than usual.

Roof repairs at the Rec Centre are now underway. Administration approved the recommendation from the contractor to add additional drains in high-risk areas.

Administration shared that the Fire Chief position was readvertised, with interviews scheduled later in the week. The position was previously filled but the successful applicant had to withdraw for personal reasons.

Work has been completed on Mid Lakes Trail to restore access, and public notices were posted asking residents to utilize it, rather than Wye Lake Trail when operating motorized vehicles. New signage has been installed at the Mid Lakes Trail head and additional blockades have been added at Wye Lake Trail to deter motor vehicle use.

Bylaw has been busy with a focus on clean-up orders for unsightly and unsafe properties, as well as dogs running at large. Administration explained that Bylaw Officer training is now complete, with both training officers available to support, when needed.

Administration stated that ditching has commenced in industrial areas.

### **Admin Report Well Rebuild Capital Funding**

Mayor Irvin read aloud the Admin Report and Administration's recommendation for capital spending to replace both Well 4 and 5 pumps, as they are both currently over their typical life cycle based on hours of operation and pose a risk of pump failure. A scope of work was established, and quotes were received by two companies, Precision Service and Pumps Inc. in the amount of \$108,297.40 plus GST and Cathaway Water Resources in the amount of \$120,494.00 plus GST. The budgeted amount for this project is \$105,000.00. Administration has recommended that the Town accept the quote from Precision Service and Pumps Inc. The report also stated that there will be two old pumps rebuilt and retained as spares.

Councillor Burdes asked Administration how the budget overage will be managed, to which Administration explained that it will be managed through other budget lines.

**MOTION 022-13-114**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

Council approve the quote received from Precision Service and Pumps Inc. for the replacement of the pumps and servicing of Wells 4 and 5, for the amount of \$108,297.40 plus GST.

- CARRIED -

**Admin Report  
Liard Avenue Property Sale**

Mayor Irvin read aloud the Admin Report and recommendation from Administration, to accept the bid of Gord and Blair Sundby for \$17,800.00, to purchase the property located at 600 Liard Avenue.

Administration explained that the bid received was the only one and came in above the reserve bid set by Council. The bidders plan to clean the site and develop a single family dwelling.

**MOTION 022-13-115**

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Council approve the sale of 600 Liard Avenue to Gord and Blair Sundry for \$17,800.00.

- CARRIED -

**Admin Report  
Propane Supply Tender**

Mayor Irvin read aloud the Admin Report and recommendation from Administration, to accept the quote from Borealis Fuels and Logistics, to supply propane fuel and tanks for a 3 year term. Administration explained that this was the only quote received.

**MOTION 022-13-116**

Moved by Councillor Slager, seconded by Councillor Hanchar THAT:

Council approve the quote received from Borealis Fuels and Logistics, to supply propane and tanks to the Town for the period of September 2022 to September 2025.

- CARRIED -

Councillor Paquette asked why the contract was changed from 1 year to 3 years. Administration explained that this was changed to attract more bidders.

Councillor Hanchar inquired if there will be additional cost to replace the propane tanks. Administration explained that all costs associated with propane tank replacement would be the responsibility of the supplier.

As Superior Propane held the contract for several years and have a base in Watson Lake, Administration reached out to ask why they did not submit a bid but was unsuccessful in connecting with anyone.

**Admin Report  
Auburn Drive Road Resurfacing**

Mayor Irvin read aloud the Admin Report and Administration's recommendation to accept the quote received from Lyon Kechika Contracting, to complete the road resurfacing and ditching on Auburn Drive, which came in under budget in the amount of \$29,941.00.

Councillor Slager asked what the cost of chipseal would be and if chipseal should be considered in the future. Administration explained that due to the number of heavy trucks on the roadway, that chipseal would not be ideal and that calcified gravel would be the most cost-effective solution.

**MOTION 022-13-117**

Moved by Councillor Burdes, seconded by Councillor Paquette THAT:

Council approve the quote received from Lyon Kechika Contracting to complete the Auburn Drive resurfacing and ditching for \$29,941.00.

- CARRIED -

**Admin Report  
Procurement Policy**

Mayor Irvin read aloud the Admin Report and Administration's recommendation to review the current Town policies and bylaws that relate to purchasing and procurement, as they are out of date and contradictory.

Councillor Hanchar asked Administration to specify which items in the documents are contradictory. Administration explained that there is currently a Purchasing Policy, as well as the CAO Bylaw, both of which lists different spending authorities. Administration also added that the Watson Lake CAO Bylaw is the only one in the territory which lists specific spending limits, whereas other communities have this information in their tendering or purchasing policies. The other benefit to the review is to ensure accountability and proper procedure is in place and to provide transparency and eliminate ambiguity.

MOTION 022-13-118

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Council direct Administration to provide a revised Procurement Policy and CAO Bylaw for the September 6, 2022, Council meeting.

- CARRIED -

**BYLAWS**

**Bylaw 22-04  
Bylaw to Provide Grants**

MOTION 022-13-119

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Bylaw 22-04, being a Bylaw to Provide for Grants, be introduced for Third and Final Reading.

- CARRIED -

**Bylaw 22-05  
Bylaw to Amend Zoning Bylaw 15-07**

MOTION 022-13-120

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

Bylaw 22-05, being a Bylaw to Amend Zoning Bylaw 15-07, be introduced for Second Reading.

- CARRIED -

**Bylaw 22-06  
Council Code of Conduct**

Councillor Slager expressed uncertainty with the presented Council Code of Conduct Bylaw and finds it unnecessary to replace the existing Councillor Code of Conduct policy. Councillor Slager vocalized a dislike for the section on sanctions and asked how the severity of punishment would be decided on, when necessary. Mayor Irvin and the other Council Members shared their support for the Bylaw, explaining the importance of clearly outlined Council roles and responsibilities, and upholding a certain level of leadership and accountability. Councillor Paquette explained that the Bylaw is not meant to be punitive; it is a way of protecting Council and establishing a process when issues and complaints arise. Councillor Paquette also stated the importance of reviewing all bylaws and policies on a regular basis to ensure accuracy and relevancy. After further discussion, Mayor Irvin asked that Council send any recommended changes to Administration to review prior to Third and Final Reading.

MOTION 22-13-121

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Bylaw 22-06, being a Bylaw to provide for a Code of Conduct for Elected Officials and Members of boards, bodies, and entities created by Council of the Town of Watson Lake, be introduced for First and Second Reading.

- CARRIED -

COUNCILLOR  
OPEN FORUM

Councillor Paquette asked how the leak detector equipment is working and how leaks are detected. Administration stated that the equipment is working well and detected two significant leaks while the staff was receiving training.

Councillor Paquette inquired on the Municipal Services Building Open House. Administration explained that there are still deficiencies that need to be fixed and that without a Fire Chief hired, the Fire Department is not yet fully moved in. Administration would like to wait until the building is fully ready before holding an open house.

Councillor Hanchar asked for an update on the disposal of glycol barrels. Administration explained that environmental reserves are no longer needed, and Administration is now looking at options to sell back to manufacturer.

Councillor Hanchar inquired about when the in-ground infrastructure is scheduled to commence on Tintina Way. Administration provided an update, explaining that due to a technical issue with YG's tendering system, the closing date was pushed back to August 18<sup>th</sup>. Two bids have been received so far and work will commence this fall.

Councillor Slager brought forward that unoccupied residences are being charged the \$20/monthly garbage fee and asked that Administration review the Solid Waste Bylaw and recommended that no garbage fee be charged to residences that do not have water and sewer. Administration explained that this will prompt a review of the Solid Waste Bylaw, as well as the Fees and Charges Bylaw, which is slated for review at the September 6<sup>th</sup> Council meeting.

Councillor Slager asked for an update on solar panels on the Water Treatment Facility. Administration explained that there has been no further interest from Solvest.

Councillor Slager asked Administration if there is a culvert diverting water from the JES swamp area as the water is higher than usual. Administration explained that brushing is needed in that area to open the culvert, however this has been delayed due to migratory bird season.

Mayor Irvin asked if it is possible to hold an Open House at the Northern Lights Centre, to promote the show and encourage facility usage and Town communication sign-ups.

Administration would like to host an Open House this winter and will start the planning process.

Mayor Irvin asked Administration to explore an Empty Home Tax, which is something that has been implemented in some areas in BC, to see if it is something that could work for Watson Lake to encourage rentals or sales of vacant homes.

**GALLERY**  
**OPEN FORUM**

Patti McLeod asked if there has been any movement on determining whose responsibility it is to maintain the access road right of way. Administration explained that there have been meetings between the Town and YG, with the Town maintaining that this is a YG right of way, therefore a YG responsibility. There will be another meeting with YG in September.

Patti McLeod asked if an update can be provided regarding lot development. Administration shared that there were two lots taken back by YG due to lack of development that will likely go back on the market. Administration has been told that there has been progress made on YG's negotiations with Liard First Nation. No other updates have been provided.

Mayor Irvin stated that Regular Meetings will commence in September and dates are being considered for a Town Hall in October. MP, Brendan Hanley is meeting with Council September 1<sup>st</sup>.

**ADJOURNMENT**

**MOTION 022-13-122**

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

There be no further business the meeting be adjourned.

- CARRIED -

  
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Christopher Irvin – Mayor

  
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Tiffany Lund – Municipal Clerk