TOWN OF WATSON LAKE
COMMITTEE OF THE WHOLE MEETING **MEETING NO. 12**
COUNCIL CHAMBERS 6:00 PM June 4, 2024

ATTENDANCE
*Electronic attendance **

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

Administration
Shannon Bergeron – A/ Chief Administrative Officer
Tiffany Lund – Municipal Clerk

Public
P. Agana J. Carlson P. McLeod *
A. Miller * B. Walters * J. Stackhouse *

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

AGENDA

MOTION 024-012-098

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

The Agenda be adopted as presented.

- CARRIED -

MINUTES

MOTION 024-012-099

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

The draft minutes from the Regular Council Meeting of June 28, 2024, be adopted as presented.

- CARRIED -

PAYABLES

MOTION 024-012-100

Moved by Councillor Paquette, seconded by Councillor Slager THAT:

The Open Payables in the amount of $522,530.97 be approved and paid.

- CARRIED -

REPORTS

CAO Report

Acting CAO, Shannon Bergeron, provided a written report which was read aloud for the gallery (attached). The report included project and department updates. Councillor Slager asked why the Town has not been able to procure cold-mix and commented that the potholes in the roads are getting worse with the high amount of semi-truck traffic going to and from the Frances Avenue development site.

Admin Report
144 Teslin Crescent

An Admin Report was provided to Council to advise that the title of the property located at 144 Teslin Crescent, Watson Lake, had been transferred to the Town of Watson Lake through the tax lien process. Administration recommended that the property be placed for sale through a public auction with a condition to development and a minimum reserve bid. The recommended reserve bid amount was $16,900.00, which would cover the outstanding property taxes and costs incurred during the tax lien process. Council discussed other potential uses for the property if it were not sold and the reserve bid amount.

MOTION 024-012-101

Moved by Councillor Burdes, seconded by Councillor Paquette THAT:

Council accept the recommendation of Administration and place the property located at 144 Teslin Crescent for sale by way of Public Auction with a reserve bid of $16,900.00 and a condition to develop.

- CARRIED -

BYLAWS

Feeding of Wild Animals
Bylaw 2024-02

The draft Feeding of Wild Animals Bylaw 2024-02 was before Council for discussion prior to Third and Final Reading. The purpose of the bylaw is to regulate the feeding of wild animals within the municipality. Based on feedback from the community it was decided to remove section 5.02(b) which spoke to the requirement to feed songbirds from feeding devices. The draft bylaw will be before Council for Third and Final Reading at the Council meeting of June 18, 2024.

Zoning Amendment
Bylaw 2024-05

Zoning Amendment Bylaw 2024-05 was before Council for discussion prior to Third and Final Rading. The purpose of the bylaw is to provide further clarity and certainty to the interpretation and application by improving definitions, and to add to the permitted uses of commercially zoned properties. Administration recommended that the addition of "campgrounds" as a permitted use in Industrial, Light (M1) zones be added as a Conditional Use rather than a Secondary Use, which would be on an application basis to ensure that the property was suitable for a campground; Council was in support of this change. The draft

bylaw will be before Council for Third and Final Reading at the Council Meeting of June 18, 2024.

2024 Municipal Election
Bylaw 2024-06

The 2024 Municipal Election Bylaw 2024-06 was before Council for discussion prior Second Reading. The purpose of the bylaw is to regulate the conduct of the 2024 Municipal Election. Council was satisfied with the draft bylaw as presented but asked for reasoning behind moving the polling station to the Northern Lights Centre.

NEW & UNFINISHED
Housing Accelerator Fund
Grant Policy

Council was in receipt of the final draft Housing Accelerator Fund (HAF) Development Grant Policy. Council was satisfied with the changes made since their last review.

MOTION 024-012-102

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Council adopt the Housing Accelerator Fund Development Grant Policy with the understanding that contact information within the policy may change.

- CARRIED -

Council asked for a timeline for the HAF information brochure to be complete and emphasized the importance of getting information out to the public about the other HAF initiatives. Stackhouse explained that the tight timelines have created challenges with consultation and communication, however with this policy complete, there is now time to create a communications strategy and focus on the other HAF initiatives.

COUNCILLOR OPEN FORUM

Councillor Slager:

- Asked if the issues in the Rec Centre Kitchen had been resolved as the space had been rented for the Graduation Regalia event scheduled for June 5th. Administration to look into the status.
- Would like to see movement on the other HAF initiatives right away. The main focus has been on the HAF Grant Policy, but Council and the public are eager to hear details about the other HAF initiatives and how the remaining funds will be used.

Councillor Hanchar:

- Asked if there is a plan to complete bathroom and kitchen renovations at the Ski Chalet. Administration explained that scoping work was being done for the entire facility and the timelines would be based on available funding.

Mayor Irvin:

- Inquired on the status of the pool and if swimming lessons would be offered. There are no staff members currently certified to teach swimming lessons but Administration is looking into certification opportunities.
- Asked if there was an update on the property tax rates for YG properties, as Administration was investigating if YG owned properties increased in value as privately owned properties had.
- Stated that the roads are in very poor condition from the high traffic to and from Frances Avenue development and asked Administration to investigate further into procuring cold mix to fix potholes.
- Asked for an update on the Town Crier/Newsletter and the Playground Upgrade Tender.

GALLERY OPEN FORUM

J. Carlson:

- Asked why the zoom meeting layout changed and if zoom attendees could see the Gallery. Council explained that it is a new system being used but the Gallery was still visible online.

A. Miller:

- Asked when the public should expect to see the HAF information pamphlets and how they would be disbursed.

ADJOURNMENT

MOTION 024-012-103

Moved by Councillor Burdes, seconded by Councillor Slager THAT:

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

- CARRIED -

Christopher Irvin – Mayor

Tiffany Lund – Municipal Clerk

Town of Watson Lake

CAO Report

PREPARED BY: **Shannon Bergeron**

REPORT DATE: **2024-06-04**

Project Updates:

Infrastructure: The inground infrastructure work is ongoing. Norcope has two crews in town to start the year, with one completing the Tintina Way work and the other working on Adela, Frank and Stikine 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 brushing along Stikine Ave. Work is currently underway on Adela, Frank and Tintina. Sewer will be completed in the next few days and they will start on water lines after that. Updates have gone out to the community regarding road closures, detours etc.

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 June.

Community Hall Renos: Northern Front Studios and their engineering staff where 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. The tender documents were published on May 10th with closing on June 10th. The tender recommendation report will come to Council on June 18th for award decision.

Update: No further update since last meeting.

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. Final approvals have been received and 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.

Update: No further update since last meeting.

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: No further update since last meeting.

Francis 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. First Kaska is still processing and stock piling gravel and fill material. Progressive Ventures has started the installation the lift station. YG Lands Branch discovered that there weren't enough trees cleared for the lift station so they had more trees cleared.
The wet well arrived on site. Sidhu Contracting has started the civil work, the grubbing material has been hauled to the landfill to be used as cover material with the stumps going to the Foreverfreen site to be burned in the winter.

Update: I have emailed Kevin Fischer for a project update – will add once received

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. Westpeak has procured all of the materials for the project and they are on site with work progressing on schedule.

Update: The total project is estimated to be 80% complete and they plan to be fully completed the project in the next few weeks.

Ski Chalet (New): YG has begun a scoping project for renovations at the ski hill, contracts are being set up with consultants. There will be a kickoff meeting on July 8th and site visit on July 9th.

Cemetery (New): Lees and Associates is currently working on a plan to add more plots to our existing cemetery. More information will follow in the next couple of weeks.

Department Updates:

Administration: Audit has been completed and went smoothly – final financial report was posted to the website for public access. Property taxes have been calculated and sent out – deadline is July 2, 2024. There is an attached admin report for Council review which outlines a property seized through the tax lien process.

Parks and Recreation: Summer programming is underway with advertising to follow. NLC is now staffed and open from 10am to 10pm, seven days per week. The pool anticipated opening date is June 12th and will be operating Tuesday to Saturday with Saturdays being at Lucky Lake, weather permitting. At this time we have one person with their NL so we are only able to do one shift. We have additional training scheduled throughout the summer so will be able to amend the schedule as we increase the certifications of our lifeguards.

Public Works: The Public Works department has been busy with the ongoing road and PW Dropoff area projects. They have been hauling gravel in addition to their regular day to day duties.

Water: In addition to their regular duties the water department has been busy with the water and sewer upgrades around town including the water lines on Adela and Tintina as well as the new lift station for the Frances Avenue project.

Solid Waste and Recycling: YG Department of Environment was in town completing inspections at the landfill, lagoon and PW. PW dropoff project is ongoing and will be completed in the coming weeks.

Protective Services: The Director of Protective Services position has been filled. John Smith will start in his new role on June 17, 2024. John will be taking over the management of the Watson Lake Volunteer Fire Department and Bylaw and Enforcement. John brings with him a wealth of knowledge and experience in the Fire Service and Safety fields. He is excited to start a new adventure in Watson Lake and will be attending the June 18th Council meeting to be sworn in as a Designated Municipal Officer for the Town of Watson Lake.