

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

**MEETING NO. 14
September 6, 2022**

ATTENDANCE

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

Administration

Shannon Bergeron – Acting CAO
Tiffany Lund – Municipal Clerk

Public

J. Carlson

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

AGENDA

MOTION 022-14-123

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Agenda be adopted as presented.

- CARRIED -

MINUTES

MOTION 022-14-124

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

The minutes from the Committee of the Whole Meeting of August 16, 2022, be adopted as presented.

- CARRIED -

**ACCOUNTS
PAYABLE**

Open Payables

MOTION 022-14-125

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

The Open Payables in the amount of \$1,303,524.82 be paid.

- CARRIED -

Due to the high monetary value of the payables, Councillor Slager asked that Mayor Irvin read aloud the largest payable amounts for the record and the Gallery's reference.

Visa Payables

No questions arose from June, July, and August Visa payables.

CORRESPONDENCE

Letter of Support Emily Wonford

Emily Wonford seeks Council support in advocating for a new Youth Project Coordinator Liaison position at Daylu Dena Council. The position would potentially work with all community partners to bridge gaps in youth recreation.

MOTION 022-14-126

Moved by Councillor Slager, seconded by Councillor Hanchar THAT:

Council provide a letter of support to Emily Wonford for the Youth Project Coordinator Liaison position at Daylu Dena Council.

- CARRIED -

Canadian Institute of Forestry National Forest Week

The Canadian Institute of Forestry invited the municipality to participate in National Forestry Week. After discussing as a Council, Mayor Irvin proclaimed September 18-24, 2022 as "National Forest Week" in the Town of Watson Lake.

REPORTS

CAO Report

Administration provided an update from the Recreation Department. Roof repairs are underway at the Rec Centre. Work is being done at the Cemetery. Swim Training is taking place in Whitehorse and Watson Lake is sending interested youth in anticipation for next swim season. A CDF application is being submitted for the replacement of the Lucky Lake dock. The Terry Fox run is scheduled for September 18th at Wye Lake Park.

An update was provided by Administration for the Northern Lights Centre. The Northern Lights Centre is closed for the season. HVAC and Fuel tank replacements are being scheduled for the building. Administration is planning an 25th Anniversary Open House on September 30th and October 1st. All community members will be invited to tour the buildings and view the NLC shows at no cost. A CanNor funding application and an

application through YG have been submitted for the replacement of the projection equipment. Elevator Yukon is working on an assessment on the facility, which is being funded by YG.

Arctic Backhoe has been contracted to fix the septic deficiencies at the Municipal Services Building. The contractor will fix the septic system and then grade, compact and instal Geotech on the property.

Landscaping at the Town Office is almost complete. Administration explained that the contractor is working on deficiencies.

The infrastructure upgrades on Tintina Way are being postponed until spring, due to bids coming in significantly over budget. Tintina Way will be included in phase 1 of the infrastructure upgrades scheduled in 2023.

Work is scheduled to commence later in the week on Auburn Drive. Administration shared that the contract was awarded to Lyon Kechika Contracting.

Administration provided an update on the Fire Chief position, explaining that the hiring process and negotiations were ongoing.

Administration provided an update on Collier projects. The Public Waste Drop-off project will be retendered with work to start in spring of 2023. Lighting upgrades at the Rec Centre are ongoing; material shipping delays have impacted the project timeline. Changeroom renovations have not yet started; YG is in discussions with the contractor for an expected timeline for completion. Ice plant upgrades to start in near future.

Admin Report Payables

Mayor Irvin read aloud the Admin Report which detailed that two sets of payables were not reviewed by Council over the summer, the reasons for the error, and processes put in place to mitigate future errors of this nature. Mayor Irvin shared that past Councils have reviewed payables at month end to help familiarize themselves with monthly expenses and suggested that current Council members partake in this exercise.

Admin Report Arts in the Park

Mayor and Council were in receipt of a letter from Music Yukon, asking the Town to pay performers for a cancelled event, due to the lack of notice provided for the cancellation. Council discussed the reason for the cancellation and the potential repercussions of not paying the performers. Council acknowledged that the cancellation was short notice and that it has been a challenging few years for artists and performers.

MOTION 022-14-127

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Administration pay the performers in the amount of \$800.00 for the cancelled booking and review the Town's artist/musician booking process to ensure there is a cancellation clause for future bookings.

- CARRIED -

Council discussed the possibilities behind the lower attendance at Arts in the Park this last season and would like to explore solutions prior to next season.

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

MOTION 022-14-128

Moved by Councillor Slager, seconded by Councillor Hanchar THAT:

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

- CARRIED -

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

MOTION 022-14-129

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Bylaw 22-06, being the Council Code of Conduct Bylaw, be introduced for Third and Final Reading.

- CARRIED -

**Bylaw 22-07
CAO Bylaw**

Administration provided Council with a draft CAO Bylaw for review and discussion. The new CAO Bylaw, if adopted, will replace Bylaw 10-05 and amend spending authorities and procurement processes. Council to review the draft Bylaw, which will be introduced for First and Second Reading at the September 20, 2022 Council meeting.

NEW & UNFINISHED

Procurement Policy

Administration provided Council with a draft Procurement Policy for review. Council to rereview the Procurement Policy and discuss further at the September 20, 2022, Council meeting.

COUNCILLOR
OPEN FORUM

Councillor Hanchar asked Administration for an update on the Wye Lake Trail upgrade project. Administration shared that a consultant has been hired to conduct the planning and consultation portion of the project and work should commence this fall.

Councillor Hanchar inquired on the date for a Town Hall Meeting. After deliberation, Council set a Town Hall meeting date of October 13th at 6pm.

Councillor Hanchar asked Administration if Administration is considering secondary heat sources, considering that district heat may or may not be an option in the future. Councillor Hanchar wonders if there will be the same output from ATCO and if the Town will be able to rely on that to heat facilities. Mayor Irvin stated that it is not in Council's Strategic Plan or Capital Budget, but that Council will continue conversations.

Councillor Paquette asked why the Landfill and Recycling Centre takes statutory holidays on Saturdays, rather than the following business day, as most other businesses. Councillor Paquette believes that the Saturday closure is inconvenient for customers and asked if downtown drop-off locations have been considered. Mayor Irvin explained the reason for Saturday closures and reminded Council that the future Public Waste Drop-Off should help alleviate the customer inconvenience. If services are expanded, Mayor Irvin explained, then operation costs will increase, which must be considered.

Councillor Burdes asked about the staking on the Campbell Highway. Stakes are to prepare for the installation of highway lighting.

GALLERY
OPEN FORUM

Janice Carlson asked if Arts in the Park attendance was lower this year than in past years and believes that the location change may have contributed to this.

ADJOURNMENT

MOTION 022-14-130

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

There be no further business the meeting be adjourned.

- CARRIED -


Christopher Irvin – Mayor


Tiffany Lund – Municipal Clerk