

**TOWN OF WATSON LAKE  
REGULAR COUNCIL MEETING  
COUNCIL CHAMBERS 6:00 PM**

**MEETING NO. 22  
December 20, 2022**

**ATTENDANCE**

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

**Administration**

Cam Lockwood – Chief Administrative Officer  
Tiffany Lund – Municipal Clerk

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

**AGENDA**

**MOTION 022-22-188**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Agenda be adopted as presented.

- CARRIED -

**MINUTES**

**MOTION 022-22-189**

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

The draft minutes from the Committee of the Whole Meeting of December 6, 2022, be adopted as presented.

- CARRIED -

Councillor Slager enquired on an action item from previous meeting, being the breakdown of sub-contracts for the Public Waste Drop-Off Area project. Administration confirmed that the information is being worked on and will be presented.

**OPEN PAYABLES**

**MOTION 022-22-190**

Moved by Councillor Burdes, seconded by Councillor Slager THAT:

The Open Payables in the amount of \$176,613.40 be approved and paid.

- CARRIED -

Council enquired about annual ice plant expenses and payments to CIMCO, and the number of projects that Elevator Yukon is currently working on for the municipality.

## **REPORTS**

### **CAO Report**

Administration shared that indoor MSB deficiencies will be finalized January 23, 2023, with outdoor deficiencies to be complete by the end of June 2023.

An inspection date of January 5, 2023 has been set for the changeroom updates at the Recreation Centre.

Garbage collection was postponed due to cold temperatures but will resume prior to the Christmas holidays.

Administration expressed satisfaction with the outcome of the Community Christmas Dinner and thanked Council and Town staff for contributions.

The Fire Department delivered hampers to families in the community through the Share the Spirit program. Administration explained that there will be feedback sent to Whitehorse as the Watson Lake department expressed dissatisfaction with the program eligibility requirements. Administration also shared that the Fire Chief is working with EMS to figure out logistics around lift assists.

Administration explained that design documents for phase 1 of the Inground Infrastructure project are being reviewed and the tender documents should be ready for publication in February 2023.

Administration shared the hours of operation for Town facilities over the holidays and consulted Council on the Recreation Centre closing December 24<sup>th</sup>.

## **BYLAWS**

### **Fees and Charges Bylaw Amendment #2022-08**

Administration provided Council with the Fees and Charges Amendment Bylaw, along with an updated Appendix "A" with recommended fee changes and comparable information for further consideration, noting that a line was added for Commercial Highway signs, which was recently taken over from the Watson Lake Chamber of Commerce.

Councillor Hanchar acknowledged the letter received from a member of the public, regarding a non-profit rate for the bowling alley, and expressed agreeance in implementing a non-profit rate, recommending a fee of \$20.00/hour or \$75.00/day.

After a considerable discussion on various recommended fee changes, Council expressed support for fees as recommended by Administration, asking that the only change be the addition of a non-profit rate for the bowling alley.

**MOTION 022-22-191**

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Bylaw #2022-08, being a bylaw to amend the Fees and Charges Bylaw #20-19, be introduced for Second reading.

- CARRIED -

**Bylaw #21-11  
Zoning Bylaw**

It was brought to Council's attention that there was no formal Public Hearing for Zoning Bylaw #21-11, and as such, Mayor Irvin asked that the Final reading be tabled until a Public Hearing can be held.

**MOTION 022-22-192**

Moved by Councillor Burdes, seconded by Councillor Slager THAT:

Final reading of Zoning Bylaw #21-11 be tabled.

- CARRIED -

**Bylaw #2022-09  
Capital Budget Amendment**

**MOTION 022-22-193**

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Capital Budget Amendment Bylaw #2022-09, being a bylaw to amend the 2022 Capital Budget, be introduced for Third and Final reading.

- CARRIED -

**NEW & UNFINISHED**

**Provisional O&M Budget**

**MOTION 022-22-194**

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

The provisional O&M budget for 2023 be approved.

- CARRIED -

**Policy #2022-03**  
**Incoming Correspondence**

Council was in receipt of a draft Incoming Correspondence Policy, being a policy to establish process around the handling of incoming correspondence.

Councillor Slager expressed dissatisfaction with section 5.3, which spoke to unallowable correspondence that would not be acted upon, particularly repeat correspondence which had previously been acted upon by the municipality. After further discussion, Council decided to leave section 5.3 as presented, noting that section 6.3 speaks to the acknowledgement of all correspondence. Administration also explained that members of the public have the right to appeal to Council if dissatisfied with correspondence practices.

**MOTION 022-22-195**

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Council approve Incoming Correspondence Policy #2022-03.

- CARRIED -

**COUNCILLOR**  
**OPEN FORUM**

Councillor Paquette shared that consultation had been done with residents in the Belleview subdivision about the potential of adding a buffer requirement to the Zoning Bylaw for properties zoned Country Residential. Councillor Paquette explained that property owners had a lot of questions about what those requirements would be but were not necessarily opposed. Councillor Slager and Councillor Burdes spoke against the buffer requirement, stating that privacy measures should be left up to each individual property owner and not dictated by the Town. Concerns were also raised about how the requirement would be monitored or enforced. Mayor Irvin stated that the topic could be discussed further at the Public Hearing and reconsidered if there is support from residents, but at this time the request was not being supported by Council.

Councillor Slager asked if the municipality should consider commercial garbage collection. Administration explained that the municipality does not have the capacity to expand garbage collection services at this time. Councillor Slager reminded Council and Administration that the Solid Waste Bylaw has not yet been brought forward for review, as requested, to discuss the garbage fee for vacant properties/lots.

Councillor Hanchar asked if an update on the Inground Infrastructure project can be presented, as there have been significant changes to the cost.

Councillor Hanchar noted in the CAO Report, Administration spoke to EMS lift assists and is aware of other issues, such as staffing shortages and lack of coverage. Councillor Hanchar suggested that the municipality write a letter outlining these concerns and requesting an update from the department on how concerns will be addressed.

Councillor Hanchar enquired if Administration has considered renegotiating the amounts charged to Yukon government for facilities which use district heat. Administration is currently working on this.

Mayor Irvin thanked Council and Town staff for the organizing of the Community Christmas Dinner.

ADJOURNMENT

MOTION 022-22-196

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

There being no further business the meeting be adjourned.

- CARRIED -

  
\_\_\_\_\_  
Christopher Irvin – Mayor  
\_\_\_\_\_  
Tiffany Lund – Municipal Clerk

1. The first step in the process of identifying a problem is to define the problem. This involves identifying the symptoms of the problem and determining the scope of the problem. Once the problem has been defined, the next step is to identify the causes of the problem. This involves identifying the factors that are contributing to the problem and determining the underlying causes. Once the causes have been identified, the next step is to develop a plan of action. This involves identifying the steps that need to be taken to solve the problem and determining the resources that will be needed to implement the plan. Once a plan of action has been developed, the next step is to implement the plan. This involves carrying out the steps that have been identified in the plan and monitoring the progress of the implementation. Finally, the last step in the process is to evaluate the results of the implementation. This involves determining whether the problem has been solved and whether the resources have been used effectively.

Completed by \_\_\_\_\_ Date \_\_\_\_\_

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2004-2005

## REFERENCES

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