

**ATTENDANCE**

*Electronic attendance \**

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

**Administration**  
Cam Lockwood – Chief Administrative Officer  
Tiffany Lund – Municipal Clerk  
Joey Cherpín – Director of Protective Services

**Delegation**

J. Stackhouse – Elevator Yukon \*

**Public**

R. Wilkinson    C. Craft \*    P. McLeod \*

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

**AGENDA**

**MOTION 023-21-172**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Agenda be adopted as presented.

- CARRIED -

**MINUTES**

**MOTION 023-21-173**

Moved by Councillor Burdes, seconded by Councillor Paquette THAT:

The draft minutes from the Regular Meeting of October 17, 2023, be adopted with an amendment to Zoning Bylaw Amendment 2023-010 section to correct zoning from Industrial to Institutional.

- CARRIED -

**PAYABLES**

**MOTION 023-21-174**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Open Payables in the amount of \$393,167.71 be approved and paid.

- CARRIED -

Council asked Administration to provide details on the large amount paid to Superior Roofing. Administration explained that it was for the payment of the Recreation Centre and Ski Chalet roof repairs.

**DELEGATION**

**Elevator Yukon - Strategic Plan**

Jordan Stackhouse of Elevator Yukon spoke to Council's Strategic Plan priorities and progress made to date, and asked Council what priorities they wish to focus on during the last year of their term. Council acknowledged that many priorities had been completed or are ongoing, and identified community engagement, wildfire and emergency planning, and community safety as top priority moving forward. Stackhouse will revise the focuses and investigate plan implementation and bring information back for Council's consideration.

**APPOINTMENTS**

**Oath of Appointment  
Director of Protective Services**

The new Director of Protective Services, Joey Cherpin, was sworn in as a Designated Officer for the Town of Watson Lake. Council welcomed Cherpin to the community and extended congratulations on the appointment.

**MOTION 023-21-175**

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Council rescind the appointment of Colin O'Hara as a Designated Officer for the Town of Watson Lake.

- CARRIED -

**MOTION 023-21-176**

Moved by Councillor Burdes, seconded by Councillor Paquette THAT:

Council appoint Joey Cherpin as a Designated Municipal Officer for the Town of Watson Lake in the position of Director of Protective Services.

- CARRIED -

**REPORTS  
CAO Report**

Administration provided various department updates, including:

- Budget preparation is well underway; provisional Capital and O&M budgets will be presented to Council for First Reading at the November 21st Council Meeting and will be a topic at the Town Hall meeting on November 27<sup>th</sup>.
- Construction began on the public waste drop-off. The contractors will work until weather allows and will start work again in the spring.

- There were two major capital purchases approved in the 2023 budgets that have not yet been actioned. Gas Tax applications have been submitted for both items.
- Funding for the trail enhancement project is being investigated as the Active Transportation Fund has not yet opened a new intake for municipalities.
- The Director of Protective Services is currently reviewing the Emergency Plan.
- Town operations have been impacted due to Covid-19 illnesses, creating staff shortages and delayed garbage pickups.
- Water licencing renewal processes are ongoing. Hydrogeology test data is being challenged and the Town has been asked to dig deeper monitoring wells to see if the data changes. Discussions with the consultant and AYC are ongoing to try to find a solution.
- District heat has been down since August and is not yet functioning. ATCO Electric's contractors are waiting on parts. Temporary heaters and runoff heat from the high school have been used in the meantime. Administration is working with a consultant on a long-term backup heat solution for the building.

**BYLAWS**

**Bylaw 2023-011  
General Maintenance & Nuisance**

Council was in receipt of the draft General Maintenance and Nuisance Bylaw 2023-011 for review. Administration made several proposed amendments, including adding sections that spoke to right of entry, snow removal, highway damage, house numbering, the defacing of property, fencing, composting, enforcement, and appeal processes. Further amendments will be made that speak to enforcement and penalty processes, as well as definitions and general language amendments and additions. Council asked that Administration investigate further into the legality of the enforcement and right of entry sections. The draft bylaw will be further amended based on Council feedback and discussed in public forum at the Town Hall meeting on November 27<sup>th</sup>.

**Bylaw 2023-013  
2023 Capital Budget Amendment**

Council was in receipt of Capital Budget Amendment Bylaw 2023-013 for review prior to First Reading. The capital items brought forward were previously approved in the 2023 Capital Budget, however amendments are needed due to differing prices and/or changes to the funding lines for which funds will be taken. The bylaw will be introduced for First Reading at the November 21<sup>st</sup> council meeting.

**NEW & UNFINISHED**

**Holiday Meeting Schedule**

Due to the proximity of the Christmas holidays, Administration proposed that the two council meetings scheduled in January 2024 be moved. Council discussed upcoming meetings and community events and set the following meeting schedule:

November 20, 2023	Mayor & Council Budget Meeting
November 21, 2023	Regular Council Meeting

November 27, 2023	Town Hall Meeting
December 5, 2023	Committee of the Whole Meeting
December 7, 2023	Community Christmas Dinner
December 19, 2023	Regular Council Meeting
January 9, 2024	Committee of the Whole Meeting
January 23, 2024	Regular Council Meeting

MP Hanley's office has been coordinating with Administration on a date for a virtual meeting, however conflicting schedules has created challenges. Council asked that Administration invite MP Hanley to the community Christmas dinner or try to schedule a virtual meeting in the new year.

**GALLERY OPEN FORUM**

Ruth Wilkinson:

- Urged Council to consider not purchasing any new equipment in the 2024 capital budget. Wilkinson believes that due to their poor condition, resources should be put toward roadways and that the municipality should be supporting local small business, when possible, and rent equipment from such businesses as needed.
- Commented on community beautification and how people are inclined to stay for an extended visit when a community that is appealing to the eye. Wilkinson commended Council for the Frances Avenue development and the potential growth it will bring to the community.

Patti McLeod:

- Asked Council for clarification on the Frances Avenue lots and when they will be available for sale. Administration confirmed that the lots will not be available for sale in the spring of 2024, as lot development will not be done until the fall of 2024.
- Asked where the General Maintenance and Nuisance Bylaw will be available to view.

Colleen Craft:

- Asked if a meeting took place with House of Wolf and Associates.
- Further to Council's discussion about wildland fire being a strategic priority, suggested that the Town partner with Liard First Nation on a wildland fire plan.
- Commented on the amount of graffiti at the Skateboard Park.
- Asked if the Town is allowed to apply unpaid fines to property taxes.

**COUNCILLOR OPEN FORUM**

Councillor Hanchar:

- Asked if an amendment would need to be done to approve community service grants, to include Help and Hope for Families grant. Administration will investigate.

Councillor Paquette:

- Asked whose responsibility it is to install a stop sign on the right of way between First Kaska's Heartland property and Auburn Drive. Administration will investigate.

IN-CAMERA

MOTION 023-21-177

Moved by Councillor Burdes, seconded by Councillor Hanchar THAT:

Council move to an In-Camera meeting.

- CARRIED -

MOTION 023-21-178

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

Council revert back to Open Meeting.

- CARRIED -

ADJOURNMENT

MOTION 023-21-179

Moved by Councillor Burdes, seconded by Councillor Hanchar THAT:

There being no further business the meeting be adjourned.

- CARRIED -

  
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Christopher Irvin – Mayor

  
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Tiffany Lund – Municipal Clerk



11-11-11

Dear Sir,  
I have the pleasure to inform you that your application for the position of [unclear] has been considered and you have been selected for the same.

The salary for this position is [unclear] per annum. You will be required to work [unclear] hours per week. The appointment is for a period of [unclear] months.

Yours faithfully,

[unclear]  
[unclear]  
[unclear]

[unclear]

[unclear]

