

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

**MEETING NO. 12
JULY 5, 2022**

ATTENDANCE

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

Regrets
Thomas Slager - Councillor

Administration

Cameron Lockwood – CAO
Tiffany Lund – Municipal Clerk

Delegation
Ted Laking - AYC
David Rozsa - AYC
Laura Eby - AYC

Public

J. Carlson E. Trusz
P. McLeod C. Craft
M. Prowse

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

AGENDA

MOTION 022-12-96

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

The Agenda be adopted as amended to add Environmental Reserve.

- CARRIED -

MINUTES

MOTION 022-11-97

Moved by Councillor Paquette, seconded by Councillor Hanchar THAT:

The minutes from the Regular Council Meeting of June 22, 2022, be adopted as presented.

- CARRIED -

**ACCOUNTS
PAYABLE**

MOTION 022-11-98

Moved by Councillor Burdes, seconded by Councillor Hanchar THAT:

The Open Payables in the amount of \$307,742.25 be paid.

- CARRIED -

DELEGATION

Ted Laking
Association of Yukon Communities

Ted Laking provided an update on priorities that AYC has been addressing since their AGM, including utility fees, changing the Municipal Council term from 3 years to 4 years, and Covid-19 relief for municipalities to help cover related expenses.

Ted explained that a Yukon government led survey regarding electoral reform for municipalities will roll out shortly which will then inform Cabinet discussions and should be an item on the Legislative Assembly agenda next fall.

The Covid-19 relief that has been requested by AYC was done so on behalf of all communities. When brought forward to Minister Streicker AYC was asked to provide a cost analysis, which was provided to AYC by the City of Whitehorse and the data is now under review by Yukon government.

Ted thanked CAO Lockwood for sitting on the AYC hiring committee as they fill the Executive Director position, thanked Councillor Hanchar for her contributions, and asked Council to consider ways that AYC can provide support.

REPORTS

CAO Report

Administration shared that the new Fire Chief's arrival was delayed due to the highway closures but is anticipated to arrive in Watson Lake this week.

Work on the Municipal Services Building deficiencies has been moving ahead. Deficiencies were supposed to have been completed by June 30th, however contractor equipment was pulled from the site due to the highway washout, which caused delays. Administration explained that additional quotes will be explored for the outdoor building sign, as the one received from supplier came in over \$10,000.00.

The Administration building landscaping project has been moving ahead with the exception of the concrete sidewalks due to a supplier delay.

Administration shared that the Dry Hydrant project will move ahead; YESAB has asked that a heritage assessment be completed, which should be contracted shortly.

An update on infrastructure upgrades was provided by Administration. Tintina Way is priority, and the Tender should go out shortly with work completed in 2022. A Tender for the next phase is anticipated to go out in February 2023.

Administration shared that the funding approval for the Wye Lake Trail and Signpost Forest upgrade planning project has been approved. The next step will be to hire a consultant to conduct site plans and public engagement, and once complete, Administration can apply for funding to implement the project.

Staffing has been challenging with the Rec Department having to refill several summer term positions, and the Recycling Depot unsuccessful in filling a Recycling Attendant position. The Northern Lights Centre is operating seven days a week, which has also been a struggle due to staffing numbers, resulting in a considerable amount of overtime being paid.

Administration shared that the Canada Day events held at Lucky Lake were poorly attended. The waterslide was open on Canada Day, as well as the following Saturday.

**Department
Reports**

Council discussed various topics within the Department Reports. Administration noted that the Department reports would be posted on the Town website for public viewing. Mayor Irvin expressed his satisfaction with the evolution of the Department Reports.

MOTION022-12-99

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Council approve the Quarterly Department Reports.

- CARRIED -

**Admin Report
Dump Truck Replacement**

Mayor Irvin read aloud the Admin Report and shared that the Town was in receipt of one proposal for the dump truck replacement, which came in at a cost of \$222,968.00 plus GST from Inland Kenworth. The recommendation from Administration was to accept the proposed bid from Inland Kenworth as it is within budget and there is a Service Centre located in Whitehorse for repairs and maintenance. The purchase would be funded under the Canada Community Build Fund.

MOTION 022-12-100

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

Council accept the recommendation from Administration to proceed with the proposal received from Inland Kenworth in the amount of \$222,968.00 plus GST, to purchase a dump truck.

- CARRIED -

Councillor Hanchar clarified that it was the old dump truck that was destroyed in a fire, as the Admin Report read differently.

**Admin Report
Combination Sewer Cleaner Truck**

Mayor Irvin read aloud the Admin Report and recommendation from Administration, to accept the proposal received from Westvac Industries, which came in at \$589,900.00 plus gst to purchase a new combination sewer cleaner truck. Administration spoke to the proposal coming in over budget, explained that the purchase would be funded through the Canada Community Build Fund and that the application could be amended to include the overage. Administration stated that the unit is currently in stock and would be delivered this fall, and that Westvac Industries would provide training to staff. There was a total of five (5) submissions received, all of which came in over budget, with Westvac Industries' bid coming in closest to budgeted amount.

The stance of Councillor Hanchar was shared regarding the Town competing with local business, being that there are two local companies who could accommodate the Town's steaming needs, although recognizes that they could not fulfil flushing needs. Councillor Hanchar asked if a policy had been established for Requests for Bids, as per Council's request. Councillor Hanchar also asked if future tender submissions could include GST in the bid amount to reflect actual cost. Administration explained that Council's priority to implement a policy for Requests for Bids had not yet been completed and that GST has not been requested in Tender documents as it is claimed back by the Town, so is not an expense.

MOTION 022-12-101

Moved by Councillor Burdes, seconded by Councillor Paquette THAT:

Council approve the purchase of a combination sewer cleaner truck in the amount of \$589,900.00 plus GST, from Westevac Industries.

- CARRIED -

Opposed: Councillor Hanchar

BYLAWS

**Bylaw 22-04
To Provide Grants**

Bylaw 22-04, being a Bylaw to provide Grants was introduced for First and Second Reading. Administration provided the update that the financial documents that were missing from one organizations application has since been received.

MOTION 022-12-102

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

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

- CARRIED -

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

Bylaw 22-05, being a Bylaw to Amend Zoning Bylaw 15-07 was introduced for discussion. Mayor Irvin provided information on the Zoning Amendment application that was received, being to rezone the property located at 800 8th Street North, from Commercial Local (CL) to Residential (R1) and convert the building into a duplex.

Councillor Hanchar expressed her support of the project but inquired why the property is being rezoned as Residential (R1) and not Multi Residential (RM), as the proposed project will house multiple residents within the two duplex units and spoke to the possibility of the property needing to be rezoned again in the future. Councillor Hanchar then noted that boarding houses, or similar types of properties are not addressed in the current Zoning Bylaw or the new draft Zoning Bylaw and asked if they should be considered. Administration explained that a duplex falls under Residential (R1) zoning and does not meet Multi Residential (RM) zoning, and that other communities address boarding houses and similar builds by limiting the number of bedrooms allowed in a property. Mayor Irvin expressed support for the Zoning Amendment application as the project could potentially provide housing opportunities in the community.

MOTION 022-12-103

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Bylaw 22-05, being a Bylaw to Amend Zoning Bylaw 15-07 be introduced for First and Second Reading to allow for rezoning of lot 1, block 58, from Commercial Local (CL) to Residential (R1).

- CARRIED -

Mayor Irvin asked that Motion 022-12-103 be amended, as a Second Reading of Bylaw 22-05, being a Bylaw to Amend Zoning Bylaw 15-07, must not take place prior to a Public Hearing.

MOTION 022-12-104

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Motion 022-12-103 be amended as a First Reading of Bylaw 22-05, being a Bylaw to Amend Zoning Bylaw 15-07.

- CARRIED -

NEW & UNFINISHED

Councillor Code of Conduct

Mayor Irvin explained that amendments to the Councillor Code of Conduct have been recommended to ensure the accountability of Council members and the roles of Administration are respected. Community Advisor, Mike Prowse provided Council with suggested changes which would address complaint processes and sanctions and provide a Code of Conduct review schedule. Council was also provided with the Town of Faro's Councillor Code of Conduct, which was adopted in January 2022, and addresses the topics that are lacking from the Town of Watson Lake's.

MOTION 022-12-105

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

Council direct Administration to amend the existing Councillor Code of Conduct to include the recommendations provided by the Community Advisor.

- CARRIED -

B. Tyerman Tax Lien

Administration shared that the ownership of the property located at 600 Liard Avenue has transferred to the Town of Watson Lake through the tax lien process. Administration read aloud the policy for lands acquired through tax lien and read out the responsibility of Council. Administration then asked Council to direct whether the property should be sold or retained, and if sold, what the preferred minimum bid would be. Council inquired on the assessed value of the property, the outstanding tax amount owing, and how Council has traditionally handled reserve bids.

MOTION 022-12-106

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

The Tyerman property be put for up for sale with a reserve bid of the assessed value of \$14,600.00.

- CARRIED -

Environmental Reserves

Administration advised Council that approximately 60 drums of what is believed to be glycol have been sitting in the old Public Works yard and may cause future environmental risk. Administration was in receipt of three (3) quotes for the removal of the drums, one from a local contractor, and two from Whitehorse contractors. Administration recommended the use of Environmental Reserves to cover the expense and to award the job to KBL, who came in at the lowest bid at \$11,980.00. Administration shared that the other two bids came in from Northern Enviro Services at \$17,800.00 and Secure Energy at \$16,735.00.

Councillor Hanchar asked Administration why KBL's bid came in so much lower and stated that although the bid is lower, would prefer to support local business. Administration explained that the companies handling facilities and transport factor into the prices. Councillor Paquette inquired if the glycol could be used elsewhere. Mayor Irvin inquired on the amount of funds in the Environmental Reserve.

MOTION 022-12-107

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Council table decision to the next meeting scheduled on August 16, 2022.

- CARRIED -

COUNCILLOR
OPEN FORUM

Councillor Paquette inquired about the Landfill and when it is to be expected to open seven days a week. Administration explained that the Public Waste Drop-off project had been postponed due to a significantly over budget tender submission, but that Administration has since been in touch with a local contractor who may submit a proposal.

Councillor Hanchar inquired about water consumption since so many water leaks have been located. Administration explained that leaks are ongoing and difficult to predict. There was recently a high consumption caused by the reservoir communication system going down due to a storm but has since been rectified.

Councillor Burdes questioned if the snow removal budget amount that was listed in the Public Works Admin Report was accurate and how Administration plans to make up the overage. Administration shared that the reported amounts were correct and that Administration plans to cash manage from other budget lines. It was noted that the snowfall in 2021/2022 was not typical.

Councillor Hanchar inquired about the Rec Centre changerooms and Rec Centre roof repair projects. Administration shared that the Rec Centre changeroom project is on hold until September when all materials are on site. Administration explained that the roofing company hired for the Rec roof repair project has also experienced issues with supplies and an update will be provided as soon as possible.

With a full time Bylaw Officer hired, Councillor Hanchar asked if pressure can be put on owners of derelict properties. Administration stated that Bylaw has started issuing clean-up work orders for such properties.

Councillor Hanchar inquired on school zone signs on the highway near WLSS. Administration explained that there is a meeting set up with the Department of Highways, at which time the topic will be brought forward.

Mayor Irvin applauded the efforts of the Parks and Recreation staff for the Canada Day events, noted the lower attendance, and suggested that some thought be put into how Canada Day festivities can be changed as this has been a topic of discussion heard from community members. Councillor Hanchar agreed that the event should be reexplored as what has been done in the past for Canada Day is not working in today's climate.

GALLERY
OPEN FORUM

Janice Carlson stated that the poor Canada Day event attendance may have been due to Bible Camp dates overlapping, as they had a very high camp attendance this year. Janice also inquired if the Town Office sidewalks would be replaced as a part of the landscaping project, to which Administration confirmed that they will be done. Janice asked by there is no Canada Flag at WLSS. Mayor Irvin explained that WLSS is a Yukon government building.

Evelyn Trusz commented that there has been a high amount of garbage dumped outside of the gate near the Scrappy Larry scrap yard on Canyon Blvd. Administration shared that Bylaw is working to remedy the illegal dumping situation at that particular property and that signage and cameras will be going up in certain areas of town due to other illegal dumping taking place.

David Rosza inquired if the glycol barrel removal tender could be split between the local company who bid and the company out of Whitehorse who owns the facility which handles contaminants. Mayor Irvin explained that Council is not in favour of splitting up the tender and that subcontracting would be up to the successful bidder.

Colleen Craft stated that the lack of attendance at Rec events could be due to Town staff advertising on personal Facebook pages.

ADJOURNMENT

MOTION 022-12-108

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

There be no further business the meeting be adjourned.

- CARRIED -



Christopher Irvin – Mayor



Tiffany Lund – Municipal Clerk