

ATTENDANCE

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

Administration

Tiffany Lund – Municipal Clerk

Delegation

Jordan Stackhouse – Elevator Yukon

Public

J. Carlson C. Craft
B. Walters M. Prowse
P. McLeod

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

AGENDA

MOTION 022-15-131

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

The Agenda be adopted as amended to include a Correspondence from the Watson Lake Ski Club.

- CARRIED -

MINUTES

MOTION 022-15-132

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

The minutes from the Committee of the Whole Meeting of September 6, 2022, be adopted as amended with the change being Councillor Hanchar’s enquiry during Councillor Open Forum regarding secondary heat sources if district heat is not an option in the future.

Councillor Hanchar asked if Administration could consider referencing Bylaw names in the minutes moving forward, for public reference purposes.

- CARRIED -

ACCOUNTS
PAYABLE

Open Payables

MOTION 022-15-133

Moved by Councillor Burdes, seconded by Councillor Hanchar THAT:

The Open Payables in the amount of \$81,729.57 be tabled to the October 4, 2022 Council Meeting.

- CARRIED -

DELEGATION

Jordan Stackhouse
Elevator Yukon

Jordan Stackhouse provided an update on the Northern Lights Centre business plan, which he and Karen Furlong are working on as a part of a funding application submitted by the Town to replace the NLC projection system. The business plan will include historical numbers, sales data, financial projections, a building condition assessment, and public engagement. Engagement has been positive so far with community partners expressing enthusiasm and support for the NLC upgrades.

Jordan also spoke to the Watson Lake Strategic Plan and how Elevator Yukon will be working with Administration to implement the strategic priorities set out in the document. This will involve working with department managers and directors to implement strategic priorities into work plans.

Button Walters
Raven Issue

Mayor Irvin acknowledged Council's receipt of Button Walters correspondence regarding a neighbour's feeding of ravens within the municipality, how it has negatively impacted Ms. Walters, and the request to impose a Bylaw. Mayor Irvin explained that the Town will explore possible solutions and research how other municipalities have dealt with similar situations. Councillor Hanchar recommended that the Town write a letter to the Department of Environment enquiring on the laws on feeding birds and who has the authority to enforce such laws, to which Council agreed. Councillor Hanchar also noted that in Ms. Walters' correspondence it stated that the neighbour is running a B&B and would like this allegation investigated.

CORRESPONDENCE

Community Services
Frances Avenue

Council was in receipt of a letter from Community Services regarding a Lift Station and lot rezoning on Frances Avenue. Mayor Irvin noted that the two maps pertaining to the Lift Station location contradict each other and asked if Community Advisor, Michael Prowse, could provide clarification.

As CAO Lockwood has been the main contact for this development, Mayor Irvin suggested that the item be tabled until CAO Lockwood and Michael Prowse can review the request and provide feedback.

MOTION 022-15-134

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Frances Avenue correspondence be tabled to the October 4, 2022 Council Meeting.

- CARRIED -

**Watson Lake Ski Club
Request to Use Town Skid Steer**

Council was in receipt of a correspondence from the Watson Lake Ski Club requesting the use of the Town skid steer to brush cut and mow the hill, as in past years.

MOTION 022-15-135

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Council approve the Watson Lake Ski Clubs request to use the skid steer for brushing and mowing at Mount Maichen.

REPORTS

CAO Report

Mayor Irvin read aloud the CAO report which included the following updates:

- The Yukon government, Department of Tourism pilot project Rugged Apprentices provided 7 volunteers who came to do work in the Signpost Forest for 2 days. The Town hosted the volunteers and did various activities during their spare time. The project was successful and Administration thanked Council for their participation.
- Two proofs were received for consideration for the Municipal Services Building sign. Administration is working with the LFN Language Director to finalize the Kaska verbiage and is also working on a plaque which will explain and translate the Kaska name given to the building.
- Yukon Archives is visiting the Town Office to meet with Administration to do a site visit and discuss record retention on September 22nd and 23rd.
- Hydrant and valve flushing commenced this week.
- A notice went out to the public regarding a YG surveyor doing road right of way surveying and advising that properties may need to be accessed.
- There have been ongoing issues with the excavator at the Landfill. A Brandt mechanic will be coming through town and will do troubleshooting.
- Roof repairs are almost complete at the Recreation Centre, however the contractor is waiting on materials to complete.

- The Operations Director met with YG Highways to discuss various highway right of way and traffic safety concerns.
- CIMCO upgrades are being completed this week with CIMCO training taking place after the system installation. Ice installation will depend on this project and the completion of lighting upgrades in the arena.

**Association of Yukon
Communities Report**

Councillor Hanchar and Councillor Paquette provided an update from the quarterly AYC meeting. Topic discussed at meeting included:

- An update from Minister Mostyn on the Department of Community Services including action taken for summer flooding and forest fires.
- The possible extension of Municipal Council terms to 4 years. An active survey is online until the end of September and public participation encouraged.
- There are no Covid-19 funds in YG's spring budget but Minister Mostyn explained that YG is still exploring the need and investigating what additional expenditures municipalities had during Covid-19 and where money was saved.
- There was an acknowledgement by YG that housing shortages are a reality in communities across the territory and lot development is an ongoing focus.
- AYC has draft policy papers which will be shared with Council for feedback.

BYLAWS

**Bylaw #22-07
CAO Bylaw**

The draft CAO Bylaw was introduced for First and Second reading. Councillor Slager noted that section 10.3 of the draft Bylaw contradicts the newly adopted Council Code of Conduct Bylaw, regarding Council's conduct and communication with Town employees. Council members discussed the importance of establishing appropriate protocol and boundaries between Council members and Town employees. Councillor Slager asked that Administration reword or remove section 10.3 of the CAO Bylaw so that it is not contradictory. Administration will explore and provide options to Council for consideration at the next Council meeting.

MOTION 022-15-136

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

First and Second Reading of CAO Bylaw #22-07 be tabled to the October 4, 2022, Council Meeting with revisions.

- CARRIED -

NEW & UNFINISHED

**Procurement Policy
#2022-01**

The draft Procurement Policy #2022-01 was introduced to Council for consideration and adoption. As there were questions to be directed to CAO Lockwood, Councillor Hanchar suggested that the policy be tabled.

MOTION 022-15-137

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Procurement Policy #2022-01 be tabled to the October 4, 2022 Council Meeting.

- CARRIED -

**Community Lottery Fund
Committee Recommendation**

Councillor Slager spoke to the August intake for the Community Lottery Fund sharing that there was one application, being the Signpost Seniors Society for the purchase of a new Bingo machine and exercise equipment. The Rec Advisory Committee put forth the recommendation to approve the application in the amount of \$4,000.00 and to encourage the Signpost Seniors to re-apply if there is a Special Intake due to excess funds this fiscal year.

MOTION 022-15-138

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

Council accept the recommendation of the Rec Advisory Committee to approve the Signpost Seniors Society application in the amount of \$4,000.00.

- CARRIED -

**COUNCILLOR
OPEN FORUM**

Council viewed the two Municipal Services Building sign proofs and will provide feedback to Administration as the project moves forward.

Councillor Hanchar brought forward the current state of the Yukon sign on the Alaska Highway across from Lucky Lake. The sign is on the verge of collapsing. Council asked that Administration draft a letter to the Department of Highways regarding the state and requesting the sign be replaced or fixed.

Councillor Slager enquired on the CAO house and recommended that Council consider either renting it or putting it for sale. Councillor Paquette learned during the AYC meeting, that other municipalities encourage, and many have staff housing. Council asked that Administration provide an update on the CAO house at the October 4, 2022 Council meeting for consideration and discussion.

Councillor Paquette asked about the Town Crier and if the Town plans to start issuing the communication again. Mayor Irvin agreed that the Town Crier should be reexplored.

Mayor Irvin shared that while attending the Chamber meeting the topic of the commercial highway signs was discussed. The Chamber is struggling to find a contractor willing to

maintain the signs and would like to explore the possibility of the Town taking the contract over. The Chamber also explained that the new website they received funding to build did not move forward and the Chamber would like to discuss the possibility of piggybacking off the Town's website. Council asked that Administration consider both requests and provide an update at a later date.

ADJOURNMENT

MOTION 022-15-139

Moved by Councillor Slager, seconded by Councillor Hanchar THAT:

There be no further business the meeting be adjourned.

- CARRIED -



Lauren Hanchar – Deputy Mayor



Tiffany Lund – Municipal Clerk