

ATTENDANCE

*Electronic attendance **

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

Delegation

J. Stackhouse – Elevator Yukon

Administration

Cam Lockwood – Chief Administrative Officer
Tiffany Lund – Municipal Clerk

Public

R. Wilkinson	P. McLeod*	A. Miller*
VIC WL*	P. Agana	J. Carlson
R. Carlson	C. Jobe*	

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

AGENDA

MOTION 024-017-135

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Agenda be adopted as presented.

- CARRIED -

MINUTES

MOTION 024-017-136

Moved by Councillor Burdes, seconded by Councillor Hanchar THAT:

The draft minutes from the Committee of the Whole Meeting of August 6, 2024, be adopted as presented.

- CARRIED -

PAYABLES

MOTION 024-017-137

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

The Open Payables in the amount of \$172,131.16 be approved and paid.

- CARRIED -

Council sought clarification on multiple payable amounts, including those for Association of Yukon Communities, Brandt Ltd., and Yukon Workers' Compensation Board.

REPORTS

Q2 Department Reports

Council was in receipt of Department Reports for Q2 (excluding Bylaw). From the Reports, Council sought additional information or clarification regarding the use of Auxiliary On-Call staff for all organization departments, how in-house maintenance could impact warranty of fleet vehicles and equipment, funding received and upcoming Fire Smarting programs, and year end closure date of the Northern Lights Centre.

MOTION 024-017-138

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

Council accept the Q2 Department Reports as presented.

- CARRIED -

BYLAWS

**General Maintenance
Bylaw 2023-011**

The draft General Maintenance Bylaw was before Council for Second Reading. Council was satisfied with the change of language in section 7.02, which addressed who will be responsible for the height differential between property entrances and maintained road surfaces. With no other amendments identified, Council was prepared to move forward with the draft bylaw.

MOTION 024-017-139

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

Draft General Maintenance Bylaw 2023-011 be introduced for Second Reading.

- CARRIED -

**Zoning Amendment Bylaw 2024-08
To Amend Airport Zone**

A conflict of interest was declared by Mayor Irvin, who exited Council Chambers for the discussion.

Zoning Amendment Bylaw 2024-08 was before Council for Second Reading. There will be further discussion about the draft bylaw prior to Third and Final Reading at the Committee of the Whole Meeting on September 3, 2024.

MOTION 024-017-140

Moved by Councillor Burdes, seconded by Councillor Paquette THAT:

Draft Zoning Amendment Bylaw 2024-08 be introduced for Second Reading.

- CARRIED -

NEW & UNFINISHED
Sign Post Services LTD.
Request for Letter of Support

A conflict of interest was declared by Mayor Irvin and Councillor Burdes, who exited Council Chambers for the discussion.

Sign Post Services LTD. requested a letter of support from Council for the purchase of Yukon government owned lots (Lots 50-55, Block 7, Watson Lake) for the expansion of their business. Administration described the current zoning of the lots in question and explained the Zoning Amendment and OCP Amendment processes that would commence if Sign Post Services Ltd. was successful in their purchase, as well as the Yukon governments consultation process for such sales.

MOTION 024-017-141

Moved by Councillor Paquette, seconded by Councillor Slager THAT:

Council provide Sign Post Services Ltd. with a letter of support for the purchase of lots 50-55, Block 27, Watson Lake, from Yukon Government.

- CARRIED -

Housing Accelerator Fund

A conflict of interest was declared by Councillor Slager who signed out of the Zoom Meeting.

Council was in receipt of a report from Jordan Stackhouse of Elevator Yukon, with an update on the Housing Accelerator Fund Housing Development Grant Program. Stackhouse recommended that Council approve an increase in the Development Grant Program budget from \$400,000.00 to \$560,000.00. The budget increase would allow for the approval of all 13 eligible applications, which could result in the creation of 14 new dwelling units. Alternatively, the budget amount would remain \$400,000.00 and a lottery would be held to allocate funds to 10 successful applicants.

MOTION 024-017-142

Moved by Councillor Burdes, seconded by Councillor Hanchar THAT:

The Housing Accelerator Fund Development Grant Program budget be increased to \$560,000.00 to support the approval of the 13 eligible applications.

- CARRIED -

Stackhouse explained next steps for the successful applicants. Council sought clarification on the rebalancing of HAF initiative funding with the Development Grant Program budget

increase, the progress timelines for dwelling developments, the process for funding advancement, and asked what will happen if there is no progress made on a development. Council expressed satisfaction with the fund uptake and may discuss holding another intake in the future if there is funding available within the HAF.

COUNCILLOR OPEN FORUM

Councillor Paquette:

- In light of recent discussions around special flags being raised at the Town Office, asked if two special flag posts could be considered; one for a Liard First Nation flag and another for special requests, and expressed the need for a flag policy. Administration will investigate the cost of additional flag poles and implement a policy upon Council direction.
- Inquired about the development at the Northern Lights Centre property. Administration shared that Queer Yukon is installing a community garden with funding that they received from CDF.
- Asked if Yukon government had indicated the purchase price of the Frances Avenue lots. Administration shared that there were upcoming scheduled meetings with the Department of Community Services and Yukon Lands Branch and hopes that additional details will be shared about the lot prices and sale processes at that time.
- Asked if Administration had an update on the Big Creek bridge project; Administration did not.

Councillor Hanchar:

- Asked if there has been ongoing work on the Community Emergency Plan. Administration explained that work is ongoing and shared the challenges in getting all community stakeholders together on a regular basis.
- Inquired on the cemetery upgrades; Administration is working with a consultant for this project. An RFT was published for a portion of the work, but no bids were received at time of closing. The project will be retendered.
- Advised Council of the AYC Board meetings taking place in Dawson City.
- Asked about the Dog Park survey that was completed and asked if something similar should be done for the playground replacement project. Administration explained that the draft RFP is for the replacement of 3 playgrounds, which were identified as priority.
- Asked if the various lift station pumps are all the same size so that parts can be shared between pumps when needed. Administration explained that the pumps are different based on volumes being pumped.

Mayor Irvin:

- Asked for an update on the Park Upgrade project and if the trail enhancement projects will be included. Administration confirmed that the RFP for playgrounds was in draft form and would be published soon. Administration identified three priority parks for this RFP and hopes to discuss the remaining parks during 2025 budget discussions. The trail upgrades are a separate project which is currently under YESAB review.
- Advised that the CTTS funding was being scrapped by Yukon government. This fund supported municipal and First Nation governments with staff training expenses.

Council would like a letter to be drafted, voicing the Town's disappointment in losing this valuable funding.

- Inquired about the ongoing CMG negotiations. CAO Lockwood sits on the negotiation committee but was unable to provide an update. A presentation will be given at the upcoming AYC board meetings and more information will be shared with municipalities after that time.
- Thanked Town staff for Discovery Days activities and congratulated the Signpost Seniors for their winning parade float entry.
- Commended the Flower Caretaker for the excellent work this season with the hanging baskets and flower beds throughout the community.
- Asked for an update on some of the 2024 capital expenditures for the Rec Centre. Administration shared that the golf simulator should be purchased by year end, the weight room upgrades are proceeding, and the boiler system project has commenced.
- Inquired on the Fire Truck RFT, which is almost ready to go out to Tender.

Councillor Burdes:

- Asked if the scissor lift had been repaired, as the new Urban Visitor Signs have not been installed. Administration confirmed that the Town would reimburse or carry forward 2024 fees to rectify the matter. The mechanic was still awaiting parts for the repair.
- Asked if there was an update on the hiring of a Director of Finance. Administration held another round of interviews but was unsuccessful in hiring a candidate. Administration is reaching out to HR firms to explore recruitment support and may look to fill it as a temp placement if needed.


ADJOURNMENT

MOTION 024-017-143

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

Being there no further business to discuss that the meeting be adjourned.

- CARRIED -



Christopher Irvin – Mayor



Tiffany Lund – Municipal Clerk