

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

**MEETING NO. 21  
December 6, 2022**

**ATTENDANCE**

*Electronic attendance \**

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

**Administration**

Cam Lockwood – Chief Administrative Officer  
Tiffany Lund – Municipal Clerk

**Delegation**

Corp. O'Connell – RCMP

**Public**

R. Wilkinson  
G. Amann  
P. McLeod\*

J. Holt  
J. Carlson\*

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

**AGENDA**

**MOTION 022-21-180**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Agenda be adopted as amended to include Gallery Open Forum.

- CARRIED -

**MINUTES**

**MOTION 022-21-181**

Moved by Councillor Burdes, seconded by Councillor Hanchar THAT:

The draft minutes from the Regular Meeting of November 15, 2022, be adopted with spelling error amendment.

- CARRIED -

## **OPEN PAYABLES**

### **MOTION 022-21-182**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The Open Payables in the amount of \$263,369.69 be approved and paid.

- CARRIED -

Council enquired about several reversed cheques to which Administration explained that Finance was reversing stale dated cheques prior to year end.

## **DELEGATION**

### **RCMP**

Corporal O'Connell spoke to the November Policing Report and provided an update on staffing, sharing that the new sergeant will be posted in the community in the new year. The detachment is looking ahead and starting to consider succession plans.

A pilot project was conducted in Whitehorse earlier in the year, which involved the use of restorative justice for *Motor Vehicle Act* violations. This pilot will be initiated in Watson Lake in February 2023. The initiative will allow first time violations, that are not of criminal nature, the option to go through restorative justice processes.

Council expressed interest in participating in the 2023 Policing Priority process.

## **REPORTS**

### **CAO Report**

Administration explained that a motion was made at the past AYC CAO meeting, to suspend 2023 years' reciprocal insurance fund premiums, which will result in significant savings.

There was an incident at the Landfill which resulted in a truck and trailer going through fencing. The repairs are going through the insurance of the party at fault.

Administration provided updates on various projects, including the Recreation Centre changerooms upgrades scheduled for completion January 5, 2023, and the Recreation Centre lighting upgrades, which are almost complete.

The Public Waste Drop-Off Tender closed with two bids received, neither of which were local. Both submissions came in over double the budgeted amount. Administration explained that due to the high cost of the project, the Town will take on as much of the work as possible and tender out the electrical, concrete, and any other components that the Town cannot fulfil internally. Administration is confident that the Public Work's staff can complete the work in stages and within budget. Mayor Irvin asked Administration to provide a breakdown of potential subcontracts and expenses.

Administration shared that the organization has been short staffed throughout the organization, due to illness.

Administration announced that the Community Christmas Dinner is scheduled on December 14<sup>th</sup> at 5:30pm. The Recreation staff will be preparing dinner and Council was asked to serve.

Administration shared that an engineering firm is completing a site visit at the Recreation Centre on December 15<sup>th</sup> to explore options for a secondary heat source.

Supervisor training is scheduled December 15<sup>th</sup> for the new Procurement and Purchasing Policy.

**Clean Energy Consulting Inc.  
District Heat Final Report**

The District Heat Final Report was provided to Council for review and comment. Administration explained that although the report reads as though the costs outweigh the benefits, believes that with Federal funding it would be of the Town's best interest to expand the district heat system. Administration went on to explain that most of the financial impacts would fall on the users of the system, not the municipality and that some cost can be mitigated. Administration asked that, if satisfied with the Report, Council accept and share the document with the public for input, but explained that some of the calculations can be easily misconstrued and may not make sense to all viewing.

**MOTION 022-21-183**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

Council accept the District Heat Final Report.

- CARRIED -

**AYC Report**

Councillor Hanchar spoke to the AYC meetings attended by CAO Lockwood, Councillor Hanchar, and Councillor Paquette. The meeting was attended by Minister Mostyn who spoke to the Better Build program and municipal council terms. Other topics of discussion included a working group for the Animal Control Act, the Community tourism Destination Fund, the upcoming AYC AGM, and Covid Relief Funds. The AYC executive also adopted policies which are living documents and will be reviewed annually, explained Councillor Hanchar.

**BYLAWS**

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

Administration provided Council with recommended amendments for Fees and Charges Bylaw #21-04. Council reviewed each recommendation and asked that Administration provide additional information on comparable Non-Resident Business Licence fees and Landfill dumping fees. Council expressed hesitation for an increase in Landfill dumping fees, but Administration encouraged an increased fee for the dumping of scrap metal as the cost to ship has increased substantially. Council also discussed potential amendments to bowling fees and Recreation drop-in rates. Administration to amend the recommendations based on Council feedback and present at the December 20<sup>th</sup> Council Meeting.

**Council Procedures  
Bylaw #03-11**

Following past discussions regarding correspondence response timelines and procedures, the Council Procedures Bylaw was provided to Council for review and consideration. Councillor Burdes and Community Advisor, Michael Prowse, both noted that other Yukon municipality policies do not include timelines for responses and agrees with this, being that each circumstance is situational. After further discussion and no other reason to amend the Council Procedures Bylaw, Council asked that Administration draft a Correspondence Policy for Council's consideration. Council directed Administration to include protocol on how correspondences can be submitted and a complaint handling process.

**MOTION 022-21-184**

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

Council direct Administration to start work on the development of a Correspondence Policy to accompany the Council Procedures Bylaw.

- CARRIED -

**NEW & UNFINISHED**

**FCM Conference**

Councillor Hanchar had previously expressed interest in attending the FCM conference and suggested that CAO Lockwood and another Councillor also attend. After further discussion, Council decided to wait until the FCM agenda is published to decide, based on the information being offered at the Conference, who should attend. It was determined that a policy for annual attendance was not warranted, as future attendance would be based on Councillor interest and cost.

**January Committee of  
The Whole Postponement**

Council discussed the postponement of the January 3, 2023 meeting due to availability.

**MOTION 2022-21-185**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

The January 3, 2023 Committee of the Whole meeting be postponed to January 10, 2023.

- CARRIED -

**Daylu Dena Council  
Artwork Partnership**

Mayor Irvin has been in discussion with Deputy Chief, Harlan Schilling, regarding a partnership to have a local artist create a mural in the Recreation Centre Community Hall. Council discussed the potential for an outdoor mural as well and possibly contracting

multiple artists. Council expressed support for the initiative and asked Administration to explore potential funding streams.

#### **Provisional O&M Budget**

Council was in receipt of the provisional O&M budget for the 2023 fiscal year. With a projected surplus, an increase to taxes is not forecasted at this time, Administration explained. Consideration was put into the vacant positions in the Recreation department that Administration hopes to fill. The O&M and Capital budgets will be presented to Council in the new year.

#### **COUNCILLOR OPEN FORUM**

Councillor Hanchar noted that drop-in rates for the Northern Lights Centre were missing from the Fees and Charges Bylaw Schedule A and asked for those fees to be added.

Councillor Hanchar recommended that a committee be struck for the planning of activities for the AYC AGM being held in Watson Lake. Administration explained that the Town will be working closely with AYC to plan most of the event but hopes that Council will take the lead on the evening activities.

A community member recently lost a pet to an active trap set within municipal boundaries. Councillor Hanchar suggested that there be an educational campaign to spread awareness and information about where active traplines are located within municipal boundaries.

#### **MOTION 2022-21-186**

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

Council direct Administration to draft a letter to the Department of Environment requesting an annual campaign to share information regarding active traplines within municipal boundaries.

**- CARRIED -**

Mayor Irvin expressed a desire to include a budget line for inter-government relations, such as the Daylu Dena Council artwork collaboration, which would allow for the planning of future local partnerships. Administration and Council will continue discussions on the topic.

Councillor Burdes enquired on the Northern Lights Centre project, to which Administration shared that the projector and all other equipment have been ordered.

Councillor Burdes enquired about the house that was recently transported from the lot next to the Recreation Centre and advised Administration that the highway sign was damaged during the move. Administration explained that a fine was levied for the transport of the house as no development permit was issued. Council would also like to ensure that the property the house has been moved to is zoned for such use.

## GALLERY OPEN FORUM

Ruth Wilkinson shared that during a community tour with MP Hanley, it was noted that many roadways are in terrible condition and enquired if the stage 1 infrastructure repairs took place this year. Administration explained that due to cost, that project was pushed back until 2023.

Ruth shared that Ceaser Lake Outfitters had sold effective January 2023. Mayor Irvin thanked Ceaser Lake Outfitters for their many contributions to the community.

Corp. O'Connell provided input on Council's discussion on incoming correspondence and shared how the detachment handles calls and complaints.


## ADJOURNMENT

### MOTION 022-21-187

Moved by Councillor Hanchar, seconded by Councillor Paquette 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

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