

**TOWN OF WATSON LAKE
REGULAR COUNCIL MEETING
COUNCIL CHAMBERS 6:00 PM**

**MEETING NO. 10
JUNE 7, 2022**

ATTENDANCE

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

ADMINISTRATION

Cameron Lockwood – CAO
Tiffany Lund – Municipal Clerk
Shannon Bergeron – Finance Comptroller

PUBLIC

R. Wilkinson J. Carlson
E. Labonte T. Cole
J. Stackhouse

DELEGATION

Angela Spencer – BDO

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

AGENDA

MOTION 022-10-78

Moved by Councillor Paquette, seconded by Councillor Hanchar THAT:

The Agenda be adopted as amended to remove RCMP Delegation.

- CARRIED -

MINUTES

MOTION 022-10-79

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

The minutes from the Regular Council Meeting on May 17, 2022 be adopted as amended to correct grammatical errors and correct the Minister name from Mostyn to Pillai in CAO Report and Community Banking Service correspondence.

- CARRIED -

Councillor Slager asked that Administration provide the number of employees participating in the Town Retirement Program, as business arising from meeting minutes. Administration shared that there are twenty employees participating in the plan.

**ACCOUNTS
PAYABLE**

MOTION 022-10-80

Moved by Councillor Hanchar, seconded by Councillor Burdes THAT:

The Open Payables in the amount of \$148,013.74 be paid.

- CARRIED -

DELEGATION

**Angela Spencer
BDO Canada LLP**

Angela Spencer, an Independent Auditor with BDO Canada LLP, presented and provided an overview of the Draft Financial Statement for the 2021 fiscal year. Angela explained that the large surplus of \$3.95M is largely due to the transfer of Yukon government contributing assets, and not actually a cash surplus. There were no significant concerns found while conducting the audit. There were a few minor findings identified around internal control procedures that are listed in the Draft Management Letter. Mayor Irvin thanked Angela and noted that Council will discuss and approve the Financial Statement at the June 22nd Council meeting.

CORRESPONDENCE

**Pacesetter Petroleum
Property Tax**

Mayor Irvin read aloud the letter received from Pacesetter Petroleum, contesting the increase in property taxes for their leased commercial property at the Watson Lake Airport and asking that special consideration be made due to the specialty zoning of the property. Council discussed the request and agreed that policy should be followed to remain fair and consistent. Councillor Slager recommended that future increases be phased in softly to allow time for taxpayers to adjust. Mayor Irvin stated that Council will allow Administration to address the request, as per policy.

**Labonte/Cole
Lot 270 Adela Trail Concerns**

Mayor Irvin read aloud the email received from Tyson Cole and Erin Labonte on May 23, 2022, regarding concerns with development taking place on Lot 270, Adela Trail. Councillor Hanchar asked what the property owner is in violation of, what has been done so far, and what actions the Town can take, if any. Administration explained that when notified, the Town, along with RCMP, attended the property to ensure that the property

owner was not in breaking the law or in violation of Town bylaws, and that the work being conducted did not require a development permit. The property owner was also made aware of the types of development that would require a development permit. Administration explained that if a development permit is received by the property owner, the Development Officer can then ensure that the proposed development will not be detrimental to watersheds or neighbouring properties and can set standards, but that the property owner is not in violation currently. Councillor Hanchar inquired if the new Draft Zoning Bylaw speaks to this type of development and suggests that it be discussed further to hopefully avoid situations such as this in the future. Councillor Paquette would like consideration taken in the review of the Draft Zoning Bylaw, regarding clear cutting of properties.

Labonte and Cole spoke to their email and explained that they are not trying to stop the development but believe that illegal activities are being conducted and that a development plan should be in place prior to a development permit being issued.

**Minister Pillai
Museums & Cultural Centres Policy**

Correspondence was received from Minister Pillai, requesting a Watson Lake representative to participate in a new working group regarding a Museums and Cultural Centres Policy. Mayor Ivin asked that a public callout for interest be advertised.

REPORTS

CAO Report

A staff meeting is scheduled for June 8th. Council's attendance was requested as the retirement of Terri Close will also be recognized.

Administration updated Council on facility staffing. The Northern Lights Centre is open five days a week and will be moving to seven days a week once summer students are finished school. A term Reception position has been filled at the Recreation Centre. The Landfill & Recycling Centre has been extremely short staffed. A new Weigh Scale Attendant has been hired but has not yet started. There is another position posted for a Recycling Depot Attendant but so far there have been no applicants.

Administration provided an update on ongoing projects.

**Admin Report
CAO House**

An Admin Report was presented to Council with the recommendation to keep the CAO house, as it is imperative for hiring a Fire Chief, and put it up for sale with a realtor at the end of the Fire Chief's employment term. If the house was not needed to house a Fire Chief the recommendation would be to sell right away, as is. If kept, a substantial amount of work would have to be done. Council shared differing opinions on whether the Town should keep the house for future Town staff recruitment and retention needs or sell it

right away. Mayor Irvin asked for the topic to be tabled for further discussion at a Regular Council Meeting.

NEW & UNFINISHED

Draft Zoning Bylaw

Jordan Stackhouse and Administration spoke to the updated Draft Zoning Bylaw and highlighted some of the substantial changes made. More information will come regarding heritage preservation and pay for parking spaces, as it has been recommended to create complimenting bylaw or policy for these items. Administration is happy with the Bylaw as presented and asked that Council review each of the different zones to ensure satisfaction with primary and secondary uses.

Councillor Paquette inquired about unpaid property taxes and the impact arrears accounts should have on development. Councillor Hanchar inquired about short term rentals and Air B&B's, noting that they are not mentioned in the Draft Zoning Bylaw. Administration explained that separate bylaws and policies can be created for situations such as these. Councillor Paquette also inquired about the Board of Variance and if a new board will have to be struck. Stackhouse explained that Council can decide against a creating a Board of Variance; with Council having the ability to approve or deny applications, perhaps appointing a Board of Variance if a complex request is received.

Mayor Irvin asked that Council send any questions or comments to CAO Lockwood. A Public Hearing will be planned in the near future, to hear feedback from the community.

Strategic Plan

Jordan Stackhouse and Administration spoke to the notable changes made to the Draft Strategic Plan, including the addition of budget amounts for strategic goals and the breakdown of Administration and Council priorities. Stackhouse and Administration also spoke about how these goals can be implemented through delegation to the management team and incorporating into work plans. Council is satisfied with the outcome of the Strategic Plan and likes that it falls in line with territorial goals.

Letter to Minister Pillai Community Banking Services

Mayor Irvin read aloud a letter drafted to Minister Pillai regarding community banking services. The letter was drafted after a discussion with Minister Pillai about a recent visit to CIBC Head Office to discuss banking services in the territory. Minister Pillai suggested that letters from the communities would be beneficial for negotiations with CIBC regarding the territory's banking needs. Council asked that Administration send the letter, as written.

**COUNCILLOR
OPEN FORUM**

Councillor Slager inquired about what the plan is for the wood cut down at the landfill. Administration shared that it will be up for grabs and advertised on social media.

Councillor Paquette asked is there is a plan to clear the ditches of willows. Administration explained that equipment has been purchased to conduct ditch clearing and a work plan has been established, however the Town will now have to wait until the migratory bird season has ended to complete the work.

Councillor Paquette inquired if lot clearing and vegetation control can be addressed in the Draft Zoning Bylaw. Administration explained that something like this could look different dependant on the zoning, lot sizes, and set back requirements but that it can be explored and brought to the public for feedback.

Councillor Burdes asked if a Fire Chief had been hired. Administration shared that the Town is in the hiring process.

Councillor Burdes inquired on the new location for Arts in the Park and if the Town has any say in the location it is held. Administration explained that the reason it was held there was due to tourist traffic but will look further into the matter.

GALLERY OPEN FORUM

Janice Carlson shared that she has experienced issues when trying to deal with CIBC when out of country, as CIBC requires that Janice call the branch to verify a request, which has been extremely difficult to do from out of country.

Janice Carlson asked when the flower baskets will be installed downtown. Administration shared that there was a delay in the shipment, but the flower baskets and banners should be installed later in the week.

Ruth Wilkinson commented on the increased property taxes for vacant lots, stating that it seems that bylaws are being created to tackle specific issues and suggests that Council look at all of the affected lots when looking to impose changes and see if another solution is possible. Ruth also believes that the Draft Zoning Bylaw does not address a lot of the problems, such as properties that contravene the bylaw but are grandfathered and wonders how this will ever be resolved. Mayor Irvin explained that the vacant property tax increase was due to a generalized need. Council and Administration explained that the properties currently grandfathered will slowly conform over time, as property ownerships change, and new bylaws are enforced.

Ruth Wilkinson shared that she has also heard comments from community members about the new Arts in the Park location and locals seem to prefer the Wye Lake Park location.


ADJOURNMENT

MOTION 022-10-81

Moved by Councillor Hanchar, seconded by Councillor Paquette THAT:

There being no further business the meeting be adjourned at 8:15 pm.

- CARRIED -



Christopher Irvin – Mayor



Tiffany Lund – Municipal Clerk