

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

**MEETING NO. 13  
June 6, 2023**

**ATTENDANCE**

*Electronic attendance \**

Lauren Hanchar – Deputy Mayor  
Denina Paquette – Councillor  
Dale Burdes – Councillor  
Thomas Slager – Councillor

**Administration**  
Cam Lockwood – Chief Administrative Officer  
Tiffany Lund – Municipal Clerk

**Delegation**

Jordan Stackhouse – Elevator Yukon \*  
Karen Furlong – Kismet Consulting \*

**Public**

J. Carlson      P. McLeod  
C. Craft \*

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

**AGENDA**

**MOTION 023-13-102**

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

The Agenda be adopted as presented.

- CARRIED -

**MINUTES**

**MOTION 023-13-103**

Moved by Councillor Burdes, seconded by Councillor Slager THAT:

The draft minutes from the Regular Council meeting of May 22, 2023, be adopted as presented.

- CARRIED -

**PAYABLES**

**MOTION 023-13-104**

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

The Open Payables in the amount of \$138,649.92 be approved and paid.

- CARRIED -

**DELEGATION**

**Jordan Stackhouse & Karen Furlong**  
**Elevator Yukon/Kismet Consulting**

Stackhouse and Furlong attended the meeting to present on the Federal Housing Accelerator Fund and to discuss potential projects that could fit within the guidelines of the fund. Applicants are required to have a minimum of five initiatives that will increase housing opportunities; Stackhouse provided various incentive examples and explained that the fund has only a 45-day application intake period and is a competitive application process. If approved, the funds would be administered by the municipality and process and policy surrounding the funding would be prepared. Council agreed to have Elevator Yukon apply on behalf of the Town of Watson Lake and will provide direction for the application at the next Council meeting on June 20<sup>th</sup>.

**REPORTS**

**CAO Report**

Administration provided an update on the Recreation Department, sharing that the department is fully staffed with new Recreation Programmer, Rec Centre Reception, and all summer student positions filled. Canada Day event preparation underway. The Northern Lights Centre Open House was held for three days with free admittance. The Pool is being cleaned and prepared to open; opening date not yet set. Flowers arrived and will be planted in coming weeks.

The Emergency Measures Plan is being reviewed by Fire Chief O'Hara. A meeting has been set and all parties listed in the Plan are invited to review the document and provide feedback.

Administration shared that Public Works has been conducting waterline digs which has decreased water consumption considerably. There are more digs planned in coming weeks.

Administration is working with consultants and YESAB on the Landfill lease and Solid Waste Permit, as well as the water licence renewal.

There are outstanding deficiencies at the Municipal Services Building that must be completed by June 30<sup>th</sup>. Administration will provide an update after June 30<sup>th</sup>.

The Tender for Phase 1 of the Inground Infrastructure Project closed with two bids received. The bids are under review and an update will be provided to Council in the near future.

Administration advised Council that Shannon Bergeron will be acting CAO while CAO Lockwood is away.

**Administrative Report #23-06  
Community Services Grant**

Council was in receipt of an Administrative Report which provided recommended Community Service Grant approvals. Deputy Mayor Hanchar read aloud the applicant names, their financial standing, and recommended grant approval amounts, for the record.

**MOTION 023-13-105**

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Council approve the 2023 Community Services Grants as recommended by Administration.

- CARRIED -

**BYLAWS**

**Volunteer Fire Department  
Bylaw #99-17**

Administration provided an update on the review process of Bylaw #99-17. Chief O'Hara will engage the Volunteer Members for input into possible amendments. Council inquired on why there is a separate Fire Protection Bylaw; Administration will investigate amalgamation potential and provide a recommendation to Council. Council set a date of September 5, 2023, to discuss again and set a date for Second Reading.

**MOTION 023-13-106**

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Bylaw #99-17, being the Volunteer Fire Department Bylaw, be tabled for further discussion at the Committee of the Whole Meeting of September 5, 2023.

- CARRIED -

**Bylaw Review  
Department of Community Affairs**

Administration had Community Affairs Advisor, Michael Prowse, review all active Town bylaws to ensure they are applicable with current legislation and best practices. The review found that several bylaws cite outdated legislation and recommendations were made for other potential amendments of older bylaws. Administration suggested that Council start by reviewing the bylaws that require legislative authority changes first.

**MOTION 023-13-107**

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

Council start the review of Town bylaws that require legislative authority amendments and then move to the review of older bylaws to ensure relevancy.

- CARRIED -

**NEW & UNFINISHED**  
**Donation Request**  
**WL Outdoor Recreation Association**

Council was in receipt of a donation request from the Watson Lake Outdoor Recreation Association, for a hunting banquet being held in November.

**MOTION 023-13-108**

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Council donate the use of the Recreation Hall at no cost in addition to \$200.00 in cash.

- CARRIED -

**COUNCILLOR OPEN FORUM**

**Councillor Hanchar:**

- Attended the Northern Lights Centre Open House and was pleased with the new planetarium system and enjoyed the shows.
- Confirmed that Mayor Irvin would be attending the Emergency Measures meeting.

**Councillor Slager:**

- Inquired about the streetlight poles in disrepair around the community. Administration explained that ATCO will be fixing these.
- Questioned if covering the existing Ski Chalet tin roof with shingles was the best solution.
- Asked if the broke down grader had been repaired. Administration explained the issue and that the grader had been repaired and is back in use.
- Questioned if anyone had responded to the correspondence received from Fire Captain Kearns; a meeting date was set with the senior Fire Department Members and Chief O'Hara to discuss further.
- Inquired about a user group agreement for the schools to use Town facilities. Administration explained that a letter was sent to the First Nation School Board to see if an agreement could be formed but no response had been received to date. Administration is hoping that the Rec Programmer can continue these discussions and help find a solution.

**Councillor Paquette:**

- Inquired about the upcoming Fire Chief Conference. Administration confirmed that Watson Lake will host the conference in August and are also looking to hold the Embers Training Camp in the future.
- Congratulated the graduating class of 2023.

**CAO Lockwood**

- Read aloud a letter received by NDP Leader, Kate White, thanking and acknowledging efforts of the Watson Lake team for the successful AYC AGM.

**GALLERY OPEN FORUM**

Janice Carlson:

- Asked why Auburn Drive (dump road) was repaired using washed rock, rather than standard road crush as the road is already in terrible shape since repairs. Administration is working with the contractor on this.

Patti McLeod:

- Asked if Council had any updates on the Frances Avenue development. Administration answered that the Tender for the lift station had been advertised and the other work is supposed to go to Tender soon. YG planned to time the Tender releases in conjunction with Town's Inground Infrastructure Tender in hopes of reducing costs if the same contractor were to bid.
- Expressed the desire to see a fair process for administering funding from the Housing Accelerator Fund if the Town receives the Federal funding and encouraged Council to consult with the community prior to determining the housing initiatives. Administration explained that the tight application turn-around time will make community consultations very difficult to complete.

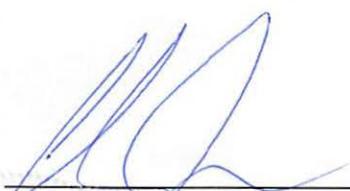
**ADJOURNMENT**

MOTION 023-13-109

Moved by Councillor Paquette, seconded by Councillor Burdes THAT:

There being no further business the meeting be adjourned.

- CARRIED -

  
Christopher Irvin – Mayor

  
Tiffany Lund – Municipal Clerk

### DEPARTMENT OF AGRICULTURE

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and a single, unopposed, and unaided, and not through the aid of any other person, and that he has not been compelled to do so by any other person.

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