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

MEETING NO. 02
January 16, 2024

ATTENDANCE
Electronic attendance *

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

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

Public
P. Carson B. Walters* R. Allain*
J. Skelton* C. Craft*

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

AGENDA

MOTION 024-02-006

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

The Agenda be adopted with the amendment to remove #4. RCMP Delegation.

- CARRIED -

RCMP were unavailable to attend the meeting and will be rescheduled as a delegation.

MINUTES

MOTION 024-02-007

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

The draft minutes from the Committee of the Whole meeting of January 9, 2024, be adopted as presented.

- CARRIED -

PAYABLES

MOTION 024-02-008

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

The Open Payables in the amount of $140,045.29 be approved and paid.

- CARRIED -

REPORTS

CAO Report

CAO Lockwood provided the following updates to Council:

- Northern Front Studios will be project managing the architectural redesigns planned at the Recreation Centre. All sub-contracts will be managed by Northern Front Studios as the lead contractor; therefore, Council may notice a high number of payments to Northern Front Studios for various components of the project. Administration explained that all expenditures had been previously approved in the 2024 Capital Budget and are within CAO spending authority limits.
- Engineers were in town to assess the Recreation Centre for the facility scoping project underway. The scoping project is to ensure that there is a draft document ready for future funding application opportunities.
- The utilities department completed the first steam job of the season at the ATCO Electric property.
- It was decided in a meeting with Mayor Irvin, that moving forward, CAO reports will be provided to Council in written form at Committee of the Whole Meetings only. Pressing and time sensitive matters will be brought forward to Council prior to monthly CAO reports when necessary.

TENDERS

Council was in receipt of an Administrative Report with contract award recommendations for the purchase of a backup submersible pump for the lift station. Administration recommended the contract award go to the lowest bid, which was received from MoveWater Inc.

MOTION 024-02-009

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Council accept the bid received from MoveWater Inc. in the amount of $120,273.81 plus gst, for the purchase of a FLYGT submersible pump.

- CARRIED -

BYLAWS

Property Tex Levy Bylaw 2023-016

Property Tax Levy Bylaw 2023-16 was before Council for Second and Third/Final Reading, and of an Administrative Report outlining the financial impacts of proposed tax rates in the 2024 fiscal year, attached here unto as Schedule "A". Council discussed the financial impacts of each recommendation provided. Councillor Slager noted that vacant and residential properties were impacted the most by property tax increases over the last two years and explained that Administration's proposed option #1 would see commercial properties be impacted the most in 2024. Option #1 provides a 3.48% increase to annual income in 2024.

MOTION 024-02-010

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Property Tax Levy Bylaw 2023-016 be introduced for Second and Third (Final) Reading with Council accepting option #1 provided by Administration which will set the residential property tax rate at 1.45% and the non-residential property tax rate at 2.05% for the 2024 tax season.

- CARRIED -

2024 O&M Budget
Bylaw 2023-015

With 2024 property tax rates decided upon by Council, the O&M budget for the 2024 fiscal year was before Council for Third and Final Reading.

MOTION 024-02-011

Moved by Councillor Burdes, seconded by Councillor Slager THAT:

O&M Budget Bylaw 2023-015 be amended to reflect the adopted property tax rate income and be introduced for Third and Final Reading.

- CARRIED -

Official Community Plan
Amendment Bylaw 2023-07

Official Community Plan Amendment Bylaw 2023-07 was before Council for Third and Final Reading. This bylaw allows for the change of land use designation from Unserviced Residential to Industrial for the property located at KM 1023.5 Alaska Highway, Watson Lake. Administration received Minister.approval for the amendment and a Public Hearing had been held to hear and consider all comments from the public.

MOTION 024-02-012

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Official Community Plan Amendment Bylaw 2023-07 be introduced for Third and Final Reading.

- CARRIED -

Feeding of Wild Birds and
Animals Bylaw 2024-02

A draft bylaw addressing the feeding of wild birds and animals within the municipality was before Council for First Reading.

MOTION 024-02-012

Moved by Councillor Burdes, seconded by Councillor Slager THAT:

Feeding of Wild Birds and Animals Bylaw be introduced for First Reading.

- CARRIED -

Administration will publish the draft bylaw on the Town website for public review.

Zoning Amendment
Bylaw 2024-03

Zoning Amendment Bylaw 2024-03, to address the zoning amendment application received from Levich Holdings to change the zoning of the property located at KM 1023.5 Alaska Highway, Watson Lake, from Rural Residential to Industrial, General, was before Council for First Reading.

MOTION 024-02-013

Moved by Councillor Burdes, seconded by Councillor Slager THAT:

Zoning Bylaw Amendment Bylaw 2024-03 be introduced for First Reading.

- CARRIED -

A Public Hearing was set for February 6, 2024, to hear and consider all comments from the public regarding the proposed zoning amendment.

NEW & UNFINISHED
Donation Request WLSS
Yearbook Committee

The Watson Lake Secondary School yearbook committee was seeking a cash donation through a tiered sponsorship model. Administration advised Council that there are funds available in the Towns advertisement budget line to accommodate the request.

MOTION 024-02-014

Moved by Councillor Slager, seconded by Councillor Burdes THAT:

Council direct Administration to make a cash donation in the amount of $500.00 to the WLSS Yearbook Committee as a gold sponsor.

- CARRIED -

Donation Request
Child Development Centre

Council was in receipt of a donation request in the amount of $1,000.00 from the Child Development Centre, to help with children's programming. Council noted that the requested use of funds was not for a specific event or planned program but an open-ended request for facility rentals expenses, healthy snacks, and merchandise. Council

acknowledged the great work of CDC in the community and expressed a desire to support their initiatives but would like to support specific initiates to ensure fiscal responsibility and accountability.

MOTION 024-02-015

Moved by Councillor Burdes, seconded by Councillor Hanchar THAT:

Council direct Administration to contact CDC and ask for more specific information on how the funds would be used if the Town were to provide a cash donation.

- CARRIED -

COUNCILLOR OPEN FORUM

Councillor Burdes:

- Asked if extra efforts were made by the Public Works team to trap driveways for property owners or occupiers with a disability. Councillor Burdes brought forward a specific incident and Administration confirmed that the incident brought forward had been rectified.

Councillor Slager:

- Commended the work of the Public Works department for snow removal throughout the community.
- Advised the Gallery of the Assisted Garbage Collection program that those with mobility issues or a disability could apply for. Applications are available at the Town Office.

ADJOURNMENT

MOTION 024-02-016

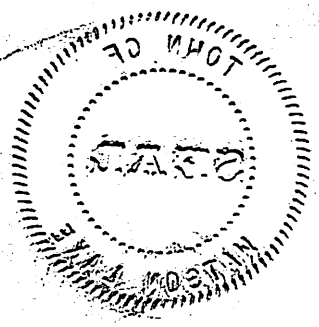
Moved by Councillor Slager, seconded by Councillor Burdes THAT:

There being no further business the meeting be adjourned.

- CARRIED -

Lauren Hanchar – Deputy Mayor

Tiffany Lund – Municipal Clerk


TOWN OF
STAMP
MILTON