

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

**MEETING NO. 13**  
August 19, 2025

**ATTENDANCE**

Lauren Hanchar – Mayor  
Thomas Slager – Councillor  
Norma Puckett – Councillor  
Denina Paquette – Councillor

**Administration**  
Cam Lockwood – CAO  
Brandie Keene – A/Municipal Clerk

**Absent**

William Whimp – Councillor

**Public**

C. Craft \*      J. Carlson \*      P. McLeod  
R. Wilkinson    L. Dicknoether

*Electronic attendance \**

**Delegation**

Jordan Stackhouse – Elevator Yukon

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

**AGENDA**

**MOTION 025-013-103**

Moved by Councillor Paquette, seconded by Councillor Puckett THAT:

The agenda be adopted as presented.

- CARRIED -

**MINUTES**

**MOTION 025-013-104**

Moved by Councillor Paquette, seconded by Councillor Puckett THAT:

The draft minutes from the Regular Council Meeting of June 17, 2025, be adopted as presented.

- CARRIED -

**PAYABLES**

**MOTION 025-013-105**

Moved by Councillor Paquette, seconded by Councillor Puckett THAT:

The Open Payables in the amount of \$1,150,481.01 be approved.

- CARRIED -

Council sought clarification on several payables including those to Envy Construction Corp., Building Systems Consulting, Dan Cashato, Patti McLeod, Dimensions Tech, and multiple cheques issued to personal names for Canada Day drumming.

Mayor Hanchar asked if the Town will be exploring alternates to BDO Canada for next year's audit; Administration confirmed that there will be a procurement process for audit services for 2026.

### **CORRESPONDENCE**

#### **Review of the *Safer Communities And Neighborhood Act***

Council received correspondence from the Honorable Minister McPhee regarding a review of the *Safer Communities and Neighborhood (SCAN) Act* and asking for input by participating in a public survey and/or by submitting comments. It was determined that each Council member will complete the survey and table the discussion to the September COW Meeting to formulate comments from Council as a whole.

#### **C. Craft – Fire Smart Brush Disposal Request**

Council received correspondence from Colleen Craft requesting the Town allow residents to dispose of FireSmart brush at the Landfill at no cost or set up the chipper and allow residents to dispose of the brush. Craft provided information on the program that is run by the City of Whitehorse. Administration highlighted that the Whitehorse program was paid by Yukon government and suggested that Council seek similar financial assistance for Watson Lake.

#### **B. & S. Drury – Burning in Yards**

Council received two correspondences from Barry and Susan Drury suggesting that a bylaw be introduced to disallow the burning of brush and yard waste on residential properties within municipal Boundaries and that the Town accept such waste at the Landfill at no charge. Drury explained that such burning disrupts the enjoyment of outdoor spaces in residential areas. Administration explained that open burning is addressed in the Fire Protection and Life Safety Bylaw. Council discussed the issue at length and determined that no further action would be taken on the matter at this time.

### **REPORTS** **CAO Report**

Council was in receipt of a CAO report, which Administration read aloud (attached). From the report a motion was made to start discussions with the Yukon Housing Corporation about trading the property at 805 Finlayson Avenue (TOWL) with 204 Campbell Highway (YHC) to allow the Town to expand the parking area at the Recreation Centre and Dennis Ball Pool.

#### **MOTION 025-013-106**

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

Council direct Administration to discuss the potential trading of the Town's property located at 805 Finlayson Avenue with 204 Robert Campbell Highway, owned by the Yukon Housing Corporation.

- CARRIED -

Mayor Hanchar also asked Administration if there was any more information provided on the Extended Producer Responsibility program for which there were no major updates to report.

Councillor Paquette asked if the sani-dump station would still be moving forward. Administration confirmed that tender documents would be published this year with hopes that concrete work can be completed prior to winter.

#### **Q2 Department Reports**

Council was in receipt of Department Reports for Q2. Mayor Hanchar asked if the Department Reports are edited to remove personnel information and asked that there be an emphasis on spay and neuter programs in the Bylaw department. Councillor Puckett asked if the new Community Emergency Plan would be made public, which Administration confirmed would be shared once a redacted version was complete to remove confidential information; Administration shared that there would also be ongoing in-person emergency management training.

#### **MOTION 025-013-107**

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

Council accept Q2 Department Reports.

- CARRIED -

#### **Admin Report – Housing Accelerator Fund Lending and Mortgage Barriers Initiative**

Jordan Stackhouse of Elevator Yukon presented a draft report on findings for the HAF Lending and Mortgage Barriers initiative. Stackhouse spoke to the identified barriers for accessing secured lending and proposed solutions and ways the community can build capacity and explained that a lot of the barriers identified are common in rural areas. Council was asked to review the draft report and provide input prior to adoption and Elevator Yukon will begin planning and preparation of an action plan for the Town's overall housing plan.

#### **Admin Report – Property Tax Seizure 206 Ninth Street South, Watson Lake**

Council was in receipt of an Admin Report regarding the property located at 206 Ninth Street South which was recently obtained by the Town through the property tax lien process. Administration provided the recommendation to place the property for sale through public auction with a reserve bid as the Town has no use for the property.

Council was in support of placing the property for sale through public auction with a reserve bid equal to the assessed property value.

**MOTION 025-013-108**

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

The property located at 206 Ninth Street South be placed for sale by public auction with a minimum reserve bid of \$12,500.00.

- CARRIED -

**NEW & UNFINISHED**  
**September Meeting Schedule**

Mayor Hanchar proposed rescheduling the September Council meetings as requested by Administration.

**MOTION 025-013-109**

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

The September Council meetings be moved to September 9<sup>th</sup> and September 23<sup>rd</sup>.

- CARRIED -

**Strategic Planning Session Dates**

Council discussed new dates for strategic planning sessions. Mayor Hanchar expressed the importance of having a Strategic Plan in place to help guide decisions during the 2026 annual budget preparation. Strategic Planning session dates were set for October 4<sup>th</sup> and 5<sup>th</sup>.

**COUNCILLOR OPEN FORUM**

Councillor Slager:

- Asked if there was an update on the 10-plex, which will be discussed at Council's meeting with the Premier. Administration will arrange for a tour of the building and other Town facilities.

Mayor Hanchar:

- Reminded Council of the meeting with the Premier August 20<sup>th</sup> and asked Council to consider speaking points.
- Commended Town staff for the success of the Discovery Days event. The festivities were well attended and enjoyed by the community.

Councillor Puckett:

- Asked why the Town was renting space from J. Gisler, which Administration explained was for storage of equipment. Administration explained that there have been past discussions with the owner about purchasing the property, which may still be an option in the future.

Councillor Paquette:

- Asked if the Green Fund had been considered for the Rec Centre boiler system replacement. Administration explained that this was explored, however the project is not eligible.

**GALLERY OPEN FORUM**

R. Wilkinson:

- Asked for an update on road maintenance for the gravel roads in town. Administration shared that the BST installation for roadways that had been dug up during infrastructure upgrades had been delayed until 2026 but that calcium chloride would be put down in the meantime. Administration also shared that the continuation of the inground infrastructure project is contingent on funding approval from the federal and territorial governments.

C. Craft:

- Noted that compostable materials are listed in the fees and charges bylaw, however the landfill is not currently accepting yard waste. Craft brought forward that YG provides funding to the City of Whitehorse for accepting yard waste and asked if Council would be investigating this further. Mayor Hanchar confirmed this would be a topic of discussion at the upcoming meeting.

**ADJOURNMENT**

**MOTION 025-013-110**

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

There being no further business to discuss that the meeting be adjourned.

- CARRIED -



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Lauren Hanchar – Mayor



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Tiffany Lund – Municipal Clerk



PREPARED BY: Cam Lockwood  
REPORT DATE: 2025-08-12

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### Project Updates:

**Infrastructure:** The inground infrastructure work is wrapping up, Norcope is dealing with project deficiencies and warranty items.

Norcope have been contracted by YG to apply calcium on Adela, Frank and Stikine Avenue. This work should be completed in the next week.

We are still waiting on a response from Ottawa on application for Phase 1B to Canada Housing Infrastructure Fund. Ottawa has reached out to YG once to confirm our funding and the next time regarding project overlap with YG's Phase 1C.

YG has been approved for ICIP for Phase 1C with their proposed work starting in 2027. This work will be tendered next year.

**Rec Centre Renovations:** Administration and YG have submitted on a funding application through the federal Green and Inclusive Community Buildings program. This funding provides up to \$25 million in funding. Initial review of the building assessment has the full renovation at approximately \$55 million, however the high priority issues would be fully addressed if we received the GICB funding. This application was submitted on October 15<sup>th</sup>, and we have not heard anything from Ottawa.

**HVAC:** Budget Heating has started the work, two weeks ago with some work to be completed next spring due to delivery timelines for some of the equipment. The work will replace all the Rec Centre HVAC, Admin air handlers and NLC unit heaters.

**Dry Hydrants:** Administration is researching funding options to be presented to Council later this year. However, if funding is located the environmental assessment could take up to a year, so this would be a 2026 budget item.

**Francis Avenue:** The lottery for the lot sale is scheduled to open on August 19<sup>th</sup> and run until September 2<sup>nd</sup> with the draw to be held on September 4<sup>th</sup>. Any lots not sold during

the lottery will then be available for sale at EMR over the counter. They are still waiting for an installation date from ATCO for the power. Substantial completion of the lift station has been completed.

**Water Treatment Plant Boilers:** The boilers have been installed and there is currently some electrical work and programming to be completed.

**Cemetery:** The work is completed with the exception of the grass seeding which will occur in September.

**Playgrounds:** The work has started with the contractor currently working at the pool park. The contractor anticipates it will take them around three weeks to complete the work.

Work on the dog park will be completed this fall after the new playground has been established. It has been laid out and staff will be ordering the fencing materials. Quotes are being sought for the fence installation.

**Rec Centre Backup Boilers:** Administration has reviewed the final design drawings and specs, the engineers are working on the tender documents. Administration has been advised that the project does not meet the FCM funding stream, so we are actively researching other sources.

**Flag Poles:** Administration has received the new flag poles and Administration will discuss the potential installation locations with Council after the meeting on the 19th.

**Wye Lake Trail / Sign Post Forest Trail:** Our environmental assessment has been completed by YESAB with only two minor conditions being recommended. Our consultants conducted oxygen level testing and eDNA sampling, which confirmed that Wye Lake is not a fish bearing water. The results have been forwarded to the Department of Fisheries and Oceans, who responded confirming the results. Our application for the Active Transportation Fund is currently under review. Once funding is confirmed permit applications will be submitted. We are still waiting on a response on our funding application.

**Dump Truck Incident:** The insurance adjustment has been completed. The truck is currently in Prince George for repairs.

**Force Main:** A scoping project is going to take place this fall to determine the condition and location of our sewer force main which runs from the lift station to the septage receiving station. This project is being funded by YG. This work is scheduled to take place the week of August 25th.

**HAF:** The banking/mortgage initiative is before Council on August 19<sup>th</sup>.

We have paid out two payments for projects that have successfully hit the 50% completion rate. Letters have been sent out to the other 11 first round recipients to determine if they are going to obtain their building permits and proceed with their projects. If they are not going to proceed then Administration would like to open another draw and redistribute the funds to other interested community members.

**TAX LIEN:** Administration sought Council's approval to list the property at 805 Finlayson Ave for sale. The sale has now closed with no one expressing interest in purchasing the property. Being the lot is surrounded by Yukon Housing properties, Administration reached out to them to see if they would entertain a property swap. They were receptive to the idea, if approved the town would trade 805 Finlayson for 204 Campbell Highway. 204 Campbell Highway is the lot which between the high school and the Rec Centre. This would allow us to expand our swimming pool/Rec Centre parking lot, which would increase public safety and vehicle flow. It would also allow us to showcase the newly upgraded Dennis Ball Pool Playground. Attached are the maps showing the two properties for your reference.

**If Council is supportive of Administration exploring the property swap, we will require a motion to allow us to meet with Yukon Housing and work on the trade.**