

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

MEETING NO. 11
June 2, 2026

ATTENDANCE

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

Administration
Shannon Bergeron – A/CAO
Tiffany Lund – Municipal Clerk

Absent
William Whimp – Councillor

Public
P. Agana * C. Craft * J. Carlson*
J. Skelton * P. Mcleod * J. Madera *
R. Wilkinson

*Electronic attendance **

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

AGENDA

MOTION 026-011-090

Moved by Councillor Paquette, seconded by Councillor Puckett THAT:

The draft agenda be adopted as presented.

- CARRIED -

MINUTES

MOTION 026-011-091

Moved by Councillor Paquette, seconded by Councillor Puckett THAT:

The draft minutes from the Council Meeting of May 19, 2026, be adopted as presented.

- CARRIED -

PAYABLES

MOTION 026-011-092

Moved by Councillor Paquette, seconded by Councillor Slager THAT:

The Open Payables in the amount of \$190,592.14 be approved.

- CARRIED -

Council sought clarification on payables to Julia Staudt and Norsteel Building Sales Corporation.

DELEGATION
Elevator Yukon – Housing
Accelerator Fund Update

Due to unforeseen circumstances, Elevator Yukon was unable to attend the meeting as a delegate.

MOTION 026-011-093

Move by Councillor Paquette, seconded by Councillor Puckett THAT:

Elevator Yukon – Housing Accelerator Fund Update be tabled to the Council Meeting of June 16, 2026.

- CARRIED -

CORRESPONDENCE
Filipino Canadian Association of Watson Lake
Request to Raise Filipino Flag

Council received a request to raise the national flag of the Philippines from June 8 – 12, 2026 to commemorate Philippines' Independence Day and the Watson Lake Filipino Festival.

MOTION 026-011-094

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

Council approve the request to fly the national flag of the Philippines at the Town Office from June 8 – 13, 2026.

- CARRIED -

REPORTS
CAO Report

A written CAO report was presented, which provided updates on various projects underway. Additionally, Administration briefed Council on the Veterinary Clinic that was held in the community; the clinic was very successful, and Watson Lake will be included in the next YG veterinary clinic rotation.

- CARRIED -

Admin Report – Unoccupied and Vacant Buildings
Bylaw and Associated Fees and Charges

Administration sought Council direction for a permit fee structure for the draft Vacant and Unoccupied Buildings Bylaw. Council determined that the permit fee for residential properties would be a fixed annual fee of \$1,500.00 and non-residential properties would be an escalating fee that would increase year over year as follows:

- \$1,500.00 for first year
- \$3,000.00 for second year
- \$4,500.00 for third year
- \$4,500.00 plus 1% of assessed property value for fourth and subsequent years

The fees will be added to the Fees and Charges Amendment Bylaw and brought to Council for adoption at the Council Meeting of June 16, 2026.

NEW & UNFINISHED
Tesla Charging Station Update

Council received a response to questions raised regarding Tesla’s request to install an EV charging station at the Sign Post Forest. Council determined that the project would be better suited as a private industry partnership, and that Council would only consider partnering if there was no interest from private enterprise.

MOTION 026-011-095

Moved by Councillor Slager, seconded by Councillor Puckett THAT:

Council direct Administration to contact Tesla and provide that the Town of Watson Lake would only be interested in partnering with Tesla to install an EV charging station on Town property if there is no interest from local private industry.

- CARRIED -

**Community Lottery Fund – Grant
Approval Recommendations**

Councillor Slager provided an overview of the Recreation Advisory Committee’s approval recommendations for Community Lottery Fund grant applications. Councillor Slager also brought forward that the Committee will be conducting a Community Lottery Fund policy review and will bring forward recommended amendments for Council’s consideration.

MOTION 026-011-096

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

Council approve the Community Lottery Fund grant recommendations brought forward by the Recreation Advisory Committee.

- CARRIED -

**Appointment of Recreation
Advisory Committee Member**

Pam Lockwood expressed interest in filling the vacant Recreation Advisory Committee position.

MOTION 026-011-097

Moved by Councillor Slager, seconded by Councillor Puckett THAT:

Pam Lockwood be appointed a member of the Recreation Advisory Committee.

- CARRIED -

Summer Council Meeting Schedule

MOTION 026-011-098

Moved by Councillor Slager, seconded by Councillor Paquette THAT:

Council approve a reduced summer meeting schedule with a Regular Meeting on June 16th, and hybrid COW/Regular Meetings on July 7th, and August 18th.

- CARRIED -

**Zach Bell Award
For 2026 Valedictorian**

Vicky Lin Zheng was named the valedictorian of the 2026 graduating class and therefore is the recipient of the Town of Watson Lake Zach Bell Award and Bursary.

MOTION 026-011-099

Moved by Councillor Slager, seconded by Councillor Puckett THAT:

Vicky Lin Zheng be awarded the Zach Bell Award and Bursary in the amount of \$500.00 from Council's Public Relations budget line.

- CARRIED -

Councillor Slager recommended the graduation bursary be reviewed and potentially increased during 2027 budget discussions.

COUNCILLOR OPEN FORUM

Councillor Puckett:

- Confirmed that only pre-approved contractors are able work on municipal infrastructure.

Mayor Hanchar:

- Advised of travel to Edmonton to attend the annual Federation of Canadian Municipalities conference where Mayor Hanchar will meet with the Minister of Housing and Minister of Crown and Indigenous Relations, among others.
- Suggested that an amendment be made to the Flag Protocol Policy to add specific flags be raised automatically on a set schedule.
- Extended congratulations to the graduating class of 2026 and noted that Councillor Puckett would be speaking at the graduation ceremony in Mayor Hanchar's place.

Councillor Paquette:

- Asked for an update on the development of the dog park.
- Inquired about maintenance being done at the cemetery this season.
- Requested an update on the water plant SCADA system repairs.
- Asked which Rec Centre renovation projects will be eligible under the Climate Change Adaptation Fund.

Councillor Slager:

- Inquired about the play structures removed from the Hyland Avenue park.

GALLERY OPEN FORUM

R. Wilkinson:

- Asked for clarification on the types of buildings that will require a permit under the Vacant and Unoccupied Builds Bylaw and if buildings used for storage will require a permit.
- Noted that there are several properties that require cleanup.
- Asked if a cancer awareness flag could be considered as a reoccurring flag under the Flag Protocol Policy.

C. Craft:

- Asked when BST would be installed on Frances Avenue.
- Suggested the request for a Tesla EV charging station be sent to First Kaska for their consideration.
- Asked that a flag for National Indigenous People's Day be included in the reoccurring flags flown under the Flag Protocol Policy.
- Stated that the Vacant and Unoccupied Buildings Bylaw is too specific and unenforceable in some sections and suggested amendment.

IN-CAMERA

MOTION 026-011-100

Moved by Councillor Paquette, seconded by Councillor Puckett THAT:

Council move In-Camera to discuss a legal related matter.

- CARRIED -

MOTION 026-011-101

Moved by Councillor Paquette, seconded by Councillor Puckett THAT:

Council revert to an Open Meeting.

- CARRED -

ADJOURNMENT

MOTION 026-011-102

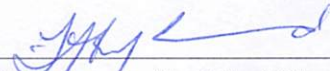
Moved by Councillor Puckett, seconded by Councillor Paquette THAT:

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

- CARRIED -



Lauren Hanchar – Mayor



Tiffany Lund – Municipal Clerk



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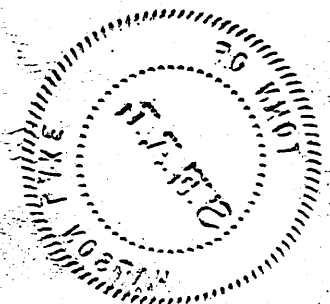
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Town of Watson Lake

CAO Report

PREPARED BY: Cam Lockwood
REPORT DATE: 2026-05-22

Project Updates:

Infrastructure: BST application is currently scheduled for July 13th and 14th, with road preparation taking place the week before.

YG has been approved for ICIP for Phase 1C with the proposed work starting in 2027. I have been in talks with them of having the project changed over to the Phase 1B that wasn't approved under our CHIP DD application. YG is agreeable to this and have started on the amendment to the funding application. The value of the two projects is very close in costs; we have asked that any difference be used up on small parts of 1C work. If Canada does not agree to the change, then 1C will proceed as originally planned. The work will be tendered next year. We have not received any updates on this yet.

Rec Centre Renovations: Administration met with FCM representatives at the AYC Conference. A follow up meeting was held the following week regarding their climate change adaptation fund. As a result of these meetings, we have learned that the back up generator and other renovations are potentially eligible under the fund to a maximum of \$1,000,000. We are currently working on an application for submission in October.

HVAC: Final balancing of the new systems is currently underway with substantial completion and inspection scheduled for May 27th.

We have been advised that the chiller at the NLC has failed and needs to be replaced. We originally had been told that it would be ok for this summer, so had planned on it being a capital project for next year. We are already experiencing warm temperatures in the building. The replacement cost is forecasted to be in the \$120,000 range.

****Administration will be looking for approval from Council to start this project this year. It is a Gas Tax eligible project. It would require a Capital Budget amendment. ****

Francis Avenue: The BST is scheduled to be completed at the same time as the other roads by HPW. Administration is working with Land Development Branch on the final turn over of the Liard Ave Lift Station slated for June 19th, we are working with YG on the SCADA connection and asset management plan completion.

Recreation Centre Boilers: The tender has been awarded to Budget Heating, once the contract has been signed, we will have a project kick off meeting. Our staff have already prepped the boiler room space.

Dog Park: Work is scheduled to re-start soon to get this project completed.

Wye Lake Trail / Sign Post Forest Trail: The Heritage assessment was not approved, and we are required to complete additional assessment. Administration has contracted Ecofor Consulting to complete the work, with hope of getting the work approved this summer so we can tender and get work started this fall.

Water Plant SCADA: The SCADA system at the plant failed and I had to use my authorities under emergency procurement to initialize repairs and get engineers to get the system up and running. Without SCADA our staff must man the plant and do physical inspections of our utility's infrastructure every hour on the hour. As part of the repairs a rebuild of the system has been started. This was initially approved in the Capital budget but unfortunately happened prior to the project being tendered, the good thing was that the money had already been set aside and approved. The emergency repairs are continuing.

Water Plant Generator: As reported to Council previously, we have had issues with the back up generator failing after running around two hours. The technicians have diagnosed the issue as the need for a vaporizer on the propane supply system. We are still awaiting the installation of the vaporizer.