

TOWN OF WATSON LAKE

COMMITTEE OF THE WHOLE MEETING  
COUNCIL CHAMBERS

August 6, 2019

ATTENDANCE

ABSENT

CHERYL O'BRIEN - MAYOR  
THOMAS SLAGER – COUNCILOR  
CHRIS IRVIN – COUNCILOR  
LAUREN HANCHAR – COUNCILOR

E.Labonte

PUBLIC

ADMINISTRATION

CAM LOCKWOOD – CAO  
TERRI CLOSE – Municipal Clerk

R. Wilkinson  
L.Bruce  
J.Carlson  
A.Durante  
G.Sundby  
E. Pendlebury  
J.Brown  
Sandy Sierra

The meeting was called to order at 6:00 pm by Mayor O'Brien.

**AGENDA**

**MOTION 019-16-240**

Moved by Councilor Slager, seconded by Councilor Irvin  
that:

The Agenda be adopted as presented.

- CARRIED -

**MINUTES**

Council reviewed the draft minutes of the last regular meeting of July 16, 2019.

**REPORTS**

CAO Report

Administration addressed the following items:

Steps for the renewal of the water licence are proceeding through the YESAB process and as a result new wells are required to be drilled at the sewage lagoon which will have an impact on the capital budget of approximately \$60,000.

A remediation order has been issued for an environmental spill that happened at the Yukon Forevergreen site. This will cost approximately \$10,000 for clean-up.

Approval for the District Heat MOU was held up due to a BTU meter that needed to be installed. The quote for the cost is approximately \$8,500.00.

The posting for Regional Economic Development Officer was advertised. Interviews were held, but no interest was expressed.

The positions of Operations Manager and Equipment Operator II have been advertised.

Administration provided an overview on various YG projects being done in the community.

**NEW & UNFINISHED**

BY-LAW 18-11 ACCOMMODATION  
LEVY

Councilor Irvin declared a conflict of interest and will abstain from this discussion.

Council addressed the Accommodation Levy By-Law. The draft Policy that will provide direction and implement guidelines for the Bylaw is not complete. The Bylaw will be reintroduced once the policy is done and Council has reviewed the document.

Councilor Slager advised that although he is in agreement the Bylaw needs to move forward, he is suggesting more consultation be done with the stakeholders and have a productive discussion on reaching a mutual agreement.

Councilor Hanchar disagreed and recommend to move ahead with the By-Law for implementation January, 2020.

Mayor O'Brien informed Council that the Bylaw has gone through many meetings including a Town Hall meeting and has now been forwarded to the WL Chamber of Commerce for input. Mayor O'Brien suggested that an item be prepared for the September edition of the Newsletter expressing the reasoning for the Accommodation levy.

#### TANGIBLE CAPITAL ASSET POLICY

Council reviewed the Policy that provides direction for recognizing and recording Tangible Capital Assets in accordance with PSAB. Council reviewed the Asset Management Policy as it sets guidelines for implementing processes to ensure the provision and development of municipal infrastructure. Council discussed the policies as they apply to ensuring adequate provision is made for operations, maintenance and long-term replacement of major engineered and natural assets. Councilor Irvin believes the documents are well defined and that the Town of Watson Lake is ahead of other communities that do not have an Asset Management plan in place.

Councilor Hanchar requested more clarity on the documents.

#### WATSON LAKE WEBSITE

Administration updated Council on the Watson Lake website. All-Net, a company that designed websites for Faro, Carmacks, and Dawson City has been in conversation and provided a plan/quote to design and implement a website for Watson Lake. The cost is \$3,870.00/year for a 4-year contract. There is a 12 week development time. Council agreed to proceed with the website at the price quoted. Council questioned whether there would be a designated member of staff assigned to the position of maintaining the website as part of their scheduled duties. Administration informed Council that discussion has taken place with a member of staff on the subject. Mayor O'Brien will include an article for the Newsletter.

#### RECPLEX REPAIRS

Council was in receipt of information and cost estimates from YG regarding the Watson Lake Recreation Centre Condition assessment and code review. Council expressed concern with the cost of \$7.9 million to modify and upgrade the building if it is to be used as an emergency centre. Council discussed various alternate locations that could potentially be used as emergency centres if needed. It was suggested that the building modifications be done in stages. The roof is required to be replaced and the cost estimate to replace the roof is \$3.72 million. Administration informed Council that a conference call is scheduled to discuss further and prepare a plan to address funding.

WATER/SEWER  
REPAIRS

Administration addressed concerns from a member of the public regarding the Town utilizing its own equipment and operators to perform water & sewer line repairs.

Administration advised that the Town will use its own equipment to do necessary repairs on Town owned infrastructure, and is not performing private digs. By using Town equipment/operator, it has resulted in a significant cost savings to the Town.

JOHNSEN ELEMENTARY SCHOOL  
CROSSWALK SIGNAGE

Council was in receipt of a letter from Watson Lake School Council requesting the Town purchase and install crosswalk signs at both crossing areas at Johnsen Elementary School. Council agreed to the request, and Administration will have the Public Works Department order appropriate signage and install when received.

BERGERON  
ZONING REQUEST

Council addressed a request from Mr. & Mrs. Steve Bergeron requesting a change to the Zoning Bylaw to allow the construction of condominiums or Town homes in the community. Council agreed that more housing is necessary and suggested this be addressed as part of the OCP and Zoning bylaw review.

LINDA MCDONALD  
TRAVEL REQUEST

Council discussed a letter from Ms. Linda McDonald requesting funding to assist with expenses to allow her to take part in the 2019 Students on Ice Expedition. Council agreed that as the Town of Watson Lake does not fund personal travel it was suggested to apply directly for Yukon lottery funding.

WL SHUTTLE  
LETTER OF SUPPORT

Council reviewed correspondence from WL Shuttle & Freight Services requesting a letter of support for their business to approach YG for funding to purchase a 12 passenger van as well as additional funding in order to reduce rates for community passengers and freight transportation. Council instructed Administration to prepare a letter informing WL Shuttle & Freight Services that the Town of Watson Lake supports any form of public transportation and business opportunities that will benefit and serve the needs of its citizens.

**COUNCILOR OPEN FORUM**

Councilor Hanchar enquired if there was a potential date scheduled for the Infrastructure Tour. Administration advised that it will be held in August, but no definite date has been determined.

**GALLERY  
OPEN FORUM**

Janice Carlson addressed the Accommodation levy and whether YG was looking at implementing a levy. Mayor O'Brien advised that YTG is looking at implementing an accommodation levy at the territorial level, therefore by getting ahead of YG, Watson Lake can be in a better position to make the decisions based on the needs of the community and continue to provide the services that are available to its residents.

Ruth Wilkinson enquired what is being done to curb the number of dogs running at large. Administration advised that animals running at large are being picked up and as a result, the dog pound is currently full. Ruth questioned what clean-up is being done by the Town of Watson Lake to address unsightly properties in the community.

Administration advised the Town continues to work with property owners to enforce the general maintenance bylaw.

Elise addressed the Yukon Lottery funding and the date for the next funding intake. Administration informed the public that the next funding intake is August 15<sup>th</sup> and that application forms are available at the Recreation Department. An article advertising the funding deadline will be posted on the Town Facebook page.

Lelah Bruce expressed concerns with the proposed Accommodation levy and the Town reviewing company records to ensure compliance with the Bylaw. Mayor O'Brien explained the reasoning and that everyone has the right of access to any information that is held by another person.

Mayor O'Brien provided a brief overview of the Accommodation levy and where the funding will be spent. A policy is being prepared that will provide direction and implement guidelines. A question from the public asked how the rate was determined. The Town consulted a lawyer to assist with preparing the policy and based on the advice of the lawyer, it was determined the rate cannot be a flat rate, and therefore the Town agreed to 5%.

Gord Sundby discussed the application of the levy as some businesses provide accommodations in excess of the 30 days identified in the bylaw. Council will review to ensure the bylaw is clear and concise.

Sandie Sierra suggested the 5% levy be staggered over a number of years so as not to impede the tourist traffic and have such an effect on the business owners.

The question was raised as to how the Town of Watson Lake will track the smaller business such as Air B&B's. It was stated that all businesses are required under the Town of Watson Lake bylaw to purchase a Town business licence.

Gord Sundby commended the Town on utilizing its own equipment and manpower to do necessary repairs on Town owned infrastructure.

Mayor O'Brien thanked the public for attending the meeting and appreciated their comments.

**IN-CAMERA**

**MOTION 019-16-241**

Moved by Councilor Irvin, seconded by Councilor Hanchar  
that:

Council go In-Camera.

-CARRIED-

**MOTION 019-16-242**

Moved by Councilor Slager, seconded by Councilor Hanchar  
that:

Council revert to an Open meeting.

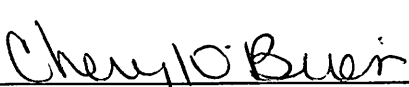
-CARRIED-

**ADJOURNMENT**

**MOTION 019-16-243**

Moved by Councilor Irvin, seconded by Councilor Hanchar  
that:

There being no further business the meeting be adjourned at 8:10 pm.

  
Cheryl O'Brien – Mayor

- CARRIED -

  
Terri Close – Municipal Clerk