

## TOWN OF WATSON LAKE

REGULAR MEETING  
COUNCIL CHAMBERS

MEETING NO. 17  
June 20, 2017

### ATTENDANCE

ABSENT

JUSTIN BROWN - MAYOR  
STACY BAUER – COUNCILOR  
CHRIS IRVIN – COUNCILOR  
BRENDA LEACH - COUNCILOR

B.Lund  
  
Public  
  
C.O'Brien

### ADMINISTRATION

CAM LOCKWOOD – CAO  
TERRI CLOSE – Municipal Clerk

The meeting was called to order at 7:00 pm by Mayor Brown.

### AGENDA

#### MOTION 017-17-107

Moved by Councilor Bauer, seconded by Councilor Leach  
that:

Council adopt the agenda as amended to include:

Letter of support for Signpost Seniors  
Review of Water & Sewer Bylaw  
Review of Cemetery Bylaw  
Bulk Water policy

- CARRIED –

### DECLARATION OF CONFLICT

There were no conflicts of interest expressed.

### MINUTES

#### MOTION 017-17-108

Moved by Councilor Leach, seconded by Councilor Irvin  
that:

The minutes be adopted from the Regular Council meeting of June 6th as presented.

- CARRIED –

### REPORTS

Administration provided an update on the Hockey Camp scheduled to be held July 30<sup>th</sup> to August 2<sup>nd</sup>. There are 3 NHL players attending including a Hockey BC coaching clinic. The budget for the event is \$65,325.00. Contributions and fundraising has surpassed this amount.

The Garden Bros. circus is planned to be held in Watson Lake Thanksgiving day. The cost to rent the recreation centre for the event is \$350.00, and will require extra staff to work the stat holiday. Council expressed concern there may be a low attendance as the event is being held on Thanksgiving in addition to the extra cost the Town has to pay for staff. Council suggested to seek feedback from the Community and agreed to reintroduce this item at the next Council meeting.

Administration provided an update on the events that are planned for Canada Day. There is a ball tournament planned for the weekend at Lucky Lake, and a request has come forward to allow camping at the Lake in conjunction with the event as done in the past. Council agreed to allow tenting, however expressed their disappointment that the Canada 150 Committee did not apply for monies for the Canada 150 celebrations.

### ACCOUNTS PAYABLE

#### MOTION 017-17-109

Moved by Councilor Leach, seconded by Councilor Bauer  
that:

The payroll cheques #58139 through #58208 in the amount of \$88,625.40 and the Open Payables in the amount of \$150,621.43 be paid.

-CARRIED –

**BY-LAWS**

**MOTION 017-17-110**

Moved by Councilor Irvin, seconded by Councilor Leach  
that:

By-Law 17-08, being a By-Law to amend the Official Community Plan 10-11 be introduced for First Reading.

-CARRIED –

**NEW & UNFINISHED**

**2016 AUDITED FINANCIAL  
STATEMENTS**

**MOTION 017-17-111**

Moved by Councilor Bauer, seconded by Councilor Leach  
that:

Council approve the 2016 Audited Financial Statements.

-CARRIED-

**COMMUNITY DEVELOPMENT  
OFFICER POSITION**

Administration updated Council on hiring a Community Development Officer for the Town of Watson Lake to research and apply for various funding. YG will provide funding to support the position and has provided a draft contract which will be available for the next Council meeting. The position will be posted as a contract as opposed to hiring a Town employee.

**TENDERING /CONTRACTING  
POLICY**

Council discussed the Town of Watson Lake procedures for tendering or contracting for Municipal projects. There is a discrepancy between the purchasing requirements identified in the CAO bylaw and the Town tendering policy. The amounts differ and need to be consistent to ensure the Town is following proper procedure in regards to purchasing and tendering requirements. Council agreed to amend the CAO Bylaw to agree with the Tendering Policy.

**RECREATION FEES/CHARGES  
POLICY**

Council reviewed and discussed the proposed increases to the Recreation fees and charges. Council agreed an increase is necessary to assist with the cumulative costs. The Town has been very generous over the years with maintaining the current fee structure, and the revenue is reflective of this. Council reviewed fees from other communities and noted Watson Lake is very low in comparison. Council request more information on what percentage is being proposed overall and what extra revenue will be generated with the increase. Council agreed these objectives need to be addressed as part of the overall strategic plan.

**LETTER OF  
SUPPORT**

Council received a request from Yukon College for a letter of support in their application to YG Education to cover program costs for thier upcoming course, Introduction to Culinary Industry. The program is aimed to train young professionals to work within the commercial food service industry, the goal which is to have these students ready and able to start work in remote work camps close to Watson Lake or within local restaurants.

**MOTION 017-17-112**

Moved by Councilor Bauer, seconded by Councilor Irvin  
that:

The Town provide a letter of support to Yukon College.

-CARRIED-

Council received a request from the Signpost Seniors for a letter of support in their application for an electrical upgrade to the Seniors Center. The funding application is being submitted to the Government of Canada, Dept of Employment and Social Development, through the New Horizons for Seniors Program. The application demonstrates the need for and requests funding assistance to complete this project on behalf of the Seniors in our community.

MOTION 017-17-113

Moved by Councilor Bauer, seconded by Councilor Leach  
that:

The Town provide a letter of support to the Signpost Seniors

-CARRIED-

**WATER/SEWER  
BYLAW**

Council discussed the draft water & sewer bylaw. The fee schedule is up for debate and Council needs to consider what fees to charge accordingly, as water requirements and licencing are becoming stricter, and this cannot be put off any longer. Council agreed to review the bylaw and the rates from other Yukon communities before reintroducing this for further discussion in July.

**WATSON LAKE CEMETERY  
BYLAW**

Administration updated Council on the status of the Watson Lake cemetery and the current bylaw that identifies the general procedures and costs for burial in Watson Lake. The Bylaw states that a person may apply to the Town for reservation of a plot within the cemetery and upon payment of the fee shall be issued a plot, providing the plot is available. Administration addressed the number of available plots in the cemetery and the number of plots that have been reserved where no fees have been paid. Many of the reserved plots are for First nation members. Administration expressed concern with the cost if having to expand the cemetery. Council agreed to discuss this with the newly elected LFN Chief & Council in September.

**BULK WATER  
POLICY**

Administration provided Council with the amended Bulk Water policy including hours of operation, fees and regulations. Bulk water clients will be given a copy of the policy as keys are distributed. Signage will be in place at the facility identifying the procedures and staff will be available to assist clients as required. Notices will be distributed in the mail to all consumers for a July 2nd start-up.

**ADMINISTRATIVE  
INQUIRIES**

Council questioned damage that was done to the chipseal on Ravenhill Drive due to electrical upgrades being done by Atco Electric. There was no development permit required for the work and therefore the Town was not aware of the project. This will need to be addressed further as the Town must be kept apprised in order to preserve its infrastructure.

**ADJOURNMENT**

MOTION 017-17-114

Moved by Councilor Leach, seconded by Councilor Bauer  
that:

There being no further business the meeting be adjourned at 9.00 pm.

- CARRIED –

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Justin Brown – Mayor

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Terri Close – Municipal Clerk