

TOWN OF WATSON LAKE

REGULAR MEETING
COUNCIL CHAMBERS

MEETING NO. 20
December 14, 2021

ATTENDANCE

ABSENT

CHRISTOPHER IRVIN –MAYOR
LAUREN HANCHAR – COUNCILOR
THOMAS SLAGER – COUNCILOR
DENINA PAQUETTE – COUNCILOR
DALE BURDES – COUNCILOR

PUBLIC
G.Sundby
R.Wilkinson
J.Carlson

ADMINISTRATION

CAMERON LOCKWOOD – CAO
TERRI CLOSE – Municipal Clerk

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

AGENDA

MOTION 021-20-163

Moved by Councilor Slager, seconded by Councilor Hanchar
that:

The agenda be amended to include item #12. – Northern Lights Centre Projection
equipment.

-CARRIED –

MINUTES

MOTION 021-20-164

Moved by Councilor Slager, seconded by Councilor Burdes
that:

The minutes from the Regular Meeting of December 7,2021 be adopted as presented.

-CARRIED –

**ACCOUNTS
PAYABLE**

MOTION 021-20-165

Moved by Councilor Hanchar, seconded by Councilor Slager
that:

The Open Payables in the amount of \$196,718.07 be paid.

-CARRIED-

REPORTS
CAO REPORT

Administration informed Council that the substantial completion date for the Municipal Services building is slated for December 15th at which time the town will take possession. There was a problem with the phone lines, however this has been resolved. Tyson Cole has been hired as Acting Fire Chief for a term position in the absence of Charlie Crane. He is currently doing training with the Volunteer Firemen twice weekly, and has been working on a transition plan for the Fire Department to move into the new facility sometime in January.

A meeting is scheduled with the consultants to discuss the dry hydrant project.

The funding application for the first phase of the Inground Infrastructure projects is to be signed off next week.

The compact excavator that had been delayed due to COVID is now sitting in Whitehorse and should arrive in Watson Lake by the end of next week.

Tender documents for the fleet vehicles that were approved in last years' budget have gone out and are waiting on what the dealerships have available.

A Gas tax funding application is being prepared for the Kubota tractor that was approved in last years capital budget. The unit itself is available, however the attachments will not be available until spring.

The two tenders that were issued for the Recplex lighting and changerooms/shower upgrades have been extended. There was no interest expressed in the changerooms/shower upgrades. The Electrical tender had a change order issued and both tenders have been extended and will close next week.

HVAC technicians are in Watson Lake and will be reviewing the heating systems in all the Town facilities and conducting an assessment to list all deficiencies for upgrades next year.

With the Christmas season approaching, things are quiet in the office.

BY-LAWS

MOTION 021-20-165

Moved by Councilor Slager, seconded by Councilor Hanchar that:

By-Law 21-10, being a By-law to adopt a revised Official Community Plan be introduced for Third & Final Reading.

-CARRIED-

MOTION 021-20-166

Moved by Councilor Slager, seconded by Councilor Hanchar that:

By-Law 21-11, being a By-law to adopt a revised Zoning By-Law be introduced for First Reading.

-CARRIED-

Administration informed Council that all items that were discussed at the December 7th Council meeting pertaining to the Zoning bylaw have gone to Stantec to be input prior to the January 20th Town Hall meeting. Mayor Irvin requested that a report be prepared with the amendments. This will assist when identifying changes going forward. Administration has discussed this with Stantec and suggested the amendments be identified separately.

NEW & UNFINISHED

ASSISTED GARBAGE COLLECTION POLICY

MOTION 021-20-167

Moved by Councilor Burdes, seconded by Councilor Hanchar that:

The policy for assisted garbage collection be adopted as presented with the recommended changes.

-CARRIED-

Council discussed the application for the assisted waste collection program and had questions on the boxes that are to be check-marked by the applicant. Administration advised that the applicant must check all the boxes that apply as eligibility will be approved based on the information provided and the applicant is agreeing to the terms of the policy.

MOTION 021-20-168

Moved by Councilor Slager, seconded by Councilor Burdes
that:

Council approve the 2022 Provisional O/M Budget as presented.

-CARRIED-

RESERVE
FUNDING

Council addressed a report from Administration recommending transferring \$449,375.00 from the Operational account into the Town's three reserve accounts. Each reserve would receive 33.33% of this amount of \$149,791.67 each.

MOTION 021-20-169

Moved by Councilor Hanchar, seconded by Councilor Paquette
that:

Council approves the recommendation to transfer the full 2020 surplus amount of \$449,375.00 from the Operation Account into the three reserve accounts where each reserve would receive 33.33% of the amount.

-CARRIED-

BORROWING
RESOLUTION

Council discussed information from Administration requesting approval to increase the credit limit on the Town Corporate visa account to \$60,000 from the current limit of \$40,000.

MOTION 021-20-170

Moved by Councilor Hanchar, seconded by Councilor Burdes
that:

Council approves the increased credit limit for the Town of Watson Lake Corporate Visa account to \$60,000.

-CARRIED-

Administration advised that a printout of all purchases made on the credit card will be provided to Council.

ADMIN REPORT
TRIAXLE GOOSENECK
DUMP TRAILER

Council discussed a report provided by Administration requesting approval to purchase a triaxle gooseneck dump trailer to haul the new compact excavator. The Town was approved for \$23,000 under gas tax funding for the purchase. Three proposals were received to supply the trailer. Council reviewed the proposals and agreed to the following:

MOTION 021-20-171

Moved by Councilor Slager, seconded by Councilor Paquette
that:

Council approves the purchase of the Triaxle Gooseneck dump trailer from Taylor Trading in the amount of \$22,500.00 not including GST.

-CARRIED-

NLC PROJECTION
EQUIPMENT

Administration provided Council with information for the purchase of new projection equipment for the Northern Light Centre. Digistar, which produces the most powerful dome theatre system in the world provided an estimate for replacing the existing equipment. Administration suggested applying for CDF funding as there is a January 15th intake for projects over \$75,000 and if approved, the cost for the new equipment could be included in the 2022 Capital Budget. Two proposals were provided.

- 1) Full system with 4 cove-mounted projectors & Scidome system \$485,000 USD
- 2) Full system with 2 cove-mounted projectors & Scidome system, \$370,000 USD

There is an additional shipping cost of \$10,000 USD. Administration informed Council that the existing equipment is 25 years old, outdated, and needs to be replaced. Although the price is extreme, this is the best product available. There is no Canadian company that supplies this equipment. Mayor Irvin discussed the On-site operation and maintenance training that is performed toward the end of the installation project, which is essential going forward.

Councilor Paquette enquired where the additional funds would come from. Administration advised there is funding available in the Northern Lights Centre Equipment Reserve.

MOTION 021-20-172

Moved by Councilor Hanchar, seconded by Councilor Burdes
that:

Administration be directed to prepare and submit a CDF Application for the Northern Lights Centre projection equipment and suggested to go for the better-quality option available.

-CARRIED-

CORRESPONDENCE

Mayor Irvin received correspondence from Minister Mostyn regarding the establishment of a working group to continue working with municipalities over the winter to ensure they have their voices heard on the development of the Better Building Program.

The Better Building Program will provide Yukoners with up to \$50,000 for home energy retrofits, and up to \$100,000 for business energy retrofits, at the lowest interest rate in the country.

**COUNCILOR
OPEN FORUM**

Councilor Burdes enquired about the dry hydrant project and requested more information. Administration provided a brief explanation of the project and will prepare a report on the topic.

Councilor Burdes asked what fleet vehicles are slated for purchase? Administration informed Council that 2 pickup trucks are being purchased that were identified in the 2021 Capital budget.

Councilor Hanchar enquired about the Bylaw Enforcement job advertisement and whether there had been any interest expressed in the position. Administration advised the posting had closed on December 8th with six resumes submitted.

Mayor Irvin asked about the holiday schedule for the facilities and suggested that staff be given ½ day off work on December 24th.

Councilor Slager suggested that staff be given the entire day off work for December 24th instead of ½ day.

MOTION 21-20-173

Moved by Councilor Slager, seconded by Councilor Burdes that:

The Town of Watson Lake facilities be closed the full day on December 24th.

-CARRIED-

Councilor Hanchar abstained.

Mayor Irvin discussed the Recplex changeroom renovations. Administration confirmed that there is no funding available for the conceivable future, and Council will need to discuss what items are priorities for the Recreation upgrades moving forward.

Councilor Hanchar addressed whether snow removal would be carried out over the Christmas holidays if needed. Administration advised that if there is snow over the holidays, the staff will be called upon to work.

ADJOURNMENT

MOTION 21-20-174

Moved by Councilor Slager, seconded by Councilor Paquette that:

There being no further business the meeting be adjourned.

-CARRIED –

Chris Irvin – Mayor

Terri Close – Municipal Clerk