

TOWN OF WATSON LAKE

COMMITTEE OF THE WHOLE MEETING  
COUNCIL CHAMBERS

May 7, 2019

ATTENDANCE

ABSENT

CHERYL O'BRIEN - MAYOR  
ERIN LABONTE  
LAUREN HANCHAR – COUNCILOR  
THOMAS SLAGER – COUNCILOR

C.Irvin  
  
PUBLIC  
J.Carlson  
K. Ristau  
J.Berg - Stantec  
B.Schornick

ADMINISTRATION

CAM LOCKWOOD – CAO  
TERRI CLOSE – Municipal Clerk

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

**AGENDA**

**MOTION 019-11-194**

Moved by Councilor Slager, seconded by Councilor Hanchar  
that:

The Agenda be adopted as amended to include:

Letter of support – WL Riding Association.

- CARRIED -

**MINUTES**

Council reviewed the draft Committee of the Whole minutes of April 16, 2019.

Council reviewed the draft Council minutes of the last regular meeting of April 16, 2019. Council will introduce for approval at the May 21<sup>st</sup> Council meeting.

**DELEGATION**

John Berg from Stantec Engineering provided Council with schematics for the planned retrofit and upgrades to the Town Administration building. Mr. Berg addressed various modifications as part of the retrofit that will improve energy efficiency, sound, and several structural repairs that need to be addressed to extend the life of the facility. Overall this will be a cost savings once all the renovations have been complete.

Councilor Labonte expressed concerns with the removal of the deck and lawn and believes that by eliminating the deck, it removes a focal feature of the building, and suggested that other options be considered.

Council Slager enquired as to when the tenders for the renovations would be awarded as construction season is moving ahead.

**ACCOUNTS  
PAYABLE**

Council reviewed the Open Payables in the amount of \$196,604.48. Mayor O'Brien informed Council that going forward, the Open Payables will be approved on a monthly basis.

**REPORTS**

CAO Report

Administration informed Council that the landfill cover material is being delivered.

Engineers are arriving at the Recreation Centre on Thursday to conduct an assessment of the facility to identify deficiencies within the building.

The tender for the concession at the Recreation Centre has been re-advertised as the individual who was awarded the concession backed out of the lease.

Shannon Bergeron is taking the Asset Management Planning course on-line.

The Equipment Operator III position will be posted internally in the next week. The Public Works Operation Manager position is being addressed and reviewed for applicable changes prior to the position being advertised.

The Payroll direct deposit has been set up and undergone the first test run which was successful. The automatic deposit will be in effect on the next payroll. The volunteer Firefighters as well as Council are also encouraged to go with automatic deposit as the Town is attempting to discontinue issuing manual cheques.

AYC REPORT

Mayor O'Brien informed Council that she had forgotten to include in the Town Newsletter the conference call regarding FCMs' interest in the insight, experience and opinion of increasing women's participation in municipal politics.

The AYC Annual General Meeting is taking place in Haines Junction May 9-12<sup>th</sup>. Mayor O'Brien will also attend a Ministers meeting while she is in Haines Junction.

CHAMBER OF COMMERCE  
REPORT

Councilor Hanchar informed Council that no report is available at this time. A Chamber of Commerce meeting is scheduled for next week and a report will be provided at the next Committee of the Whole meeting.

RECREATION ADVISORY COMMITTEE  
REPORT

Councilor Labonte informed Council that no report is available at this time. Mayor O'Brien requested a review of the Lotteries guidelines and application form.

**NEW & UNFINISHED**

NORTHERN ENVIRO  
WASTE DISPOSAL

Council discussed a request from Northern Enviro Services to utilize the Town landfill to dispose of waste from outside the municipal boundaries.

Councilor Hanchar questioned the extra capacity this would have on the landfill and whether extra cells would be required if the Town of Watson Lake agreed to the request. Administration advised that any contaminated waste should be going to the NES land treatment facility. Any waste from campgrounds would not be a problem. If the Town were to accept waste from the Silvertip Mine site, it would be advisable to enter into a Memorandum of Understanding and set the rates accordingly. Councilor Slager questioned how the Town would determine where the waste was being hauled from? This will require further discussion. Councilor Labonte suggested that if Council agrees to the request, it has to be fair for everyone.

OCP/ZONING CHANGE  
REQUEST

Council received a request for an OCP and zoning change on Lot 1027, Plan 88-100 from Light Industrial (M1) to Commercial Highway (CH). Councilor Hanchar asked whether an environmental assessment would be required on the property in order to proceed. Administration advised it would not be required in order to move forward with the request to have the zoning changed on the property.

## ZONING BYLAW GARDEN SUITES

Council received a request to amend the Zoning By-Law to allow garden suites on properties zoned Country Residential (RC). Administration suggested that the definition be revised in the Zoning Bylaw to allow garden suites in any zone that currently allows guest suites. In the meantime, it was suggested to allow garden suites as a conditional/temporary use until such time that the bylaw has been amended. Administration will provide recommendations at the next Council meeting.

"GARDEN SUITE" means a secondary dwelling unit located on a lot where the principal use is either single detached housing or a fee simple duplex. (Bylaw

## NOISE BY-LAW

Council addressed the noise bylaw and recommendations provided by the Director of Public Safety, including references to the criminal code of Canada. Council discussed the bylaw and various provisions that can be enforced by the RCMP as opposed to the Town of Watson Lake. Council questioned whether the By-Law be rescinded as it is difficult to enforce. Council suggested that Administration review bylaws from other communities to consider how they establish and enforce standards relating to noise and reintroduce the bylaw for Council to review.

## ASSET MANAGEMENT PLAN

Administration informed Council that the Asset management Plan needs to move forward in order for the Finance Comptroller to implement both the immediate and anticipated future asset requirements. Council agreed to reintroduce the Asset Management Plan at the May 21<sup>st</sup> Council meeting.

## DRAFT COUNCIL STRATEGIC PLAN

Council reviewed the draft Council Strategic Plan and the timelines for various priorities, actions and recommendations. Council Slager expressed concern with the timelines and suggested selecting the priorities that can be addressed and implemented. Administration agreed to reintroduce the Strategic Plan at the next Council meeting for approval.

## NATIONAL HEALTH & FITNESS DAY

Council was in receipt of a letter from Senator Pat Duncan requesting support from Council to pass a resolution proclaiming the first Saturday in June National Health & Fitness Day.

Council agreed that Saturday, June 1st be proclaimed national Health & fitness Day in Watson Lake.

## INVITATION – CDN INDEX OF WELLBEING

Mayor O'Brien addressed an invitation to join an upcoming public engagement as part of a project partnership between YG and the Canadian Index of Wellbeing. The project will take a look into the territory's wellbeing with the goal for a more sustainable future. Mayor O'Brien is not available to attend, but will complete the survey.

## CORRESPONDENCE

Council reviewed the RCMP Policing Report for April and addressed various incidents that occurred throughout the month and year to date. Councilor Hanchar questioned why various statistics are down from last year. Administration provided an update on the increase in the number of incidents that have occurred over the last few weeks and that should be reflected in next months' RCMP Policing report.

LETTER OF SUPPORT  
WL RIDING ASSOCIATION

Mayor O'Brien abstained from this conversation due to a conflict of interest. Councilor Hanchar chaired this portion of the meeting. Council was in receipt of a letter requesting support for a CDF funding application being submitted by the WL Riding Association for a new hay shed and facility upgrades. Council support the funding application and suggested a letter be provided to the WL Riding Association.

**COUNCILOR OPEN FORUM**

Councilor Hanchar suggested a Town Hall Meeting being scheduled in order to keep the public informed. Council addressed various dates that would be available to hold a Town hall meeting and agreed on the 2<sup>nd</sup> week in June. An agenda will need to be drafted. Councilor Slager suggested that a facilitator be hired to keep the meeting on track when inviting comments from the public.

Council discussed the Recplex summer hours. There were several suggestions on what hours could be the most beneficial for the public. Administration requested that all concerns be directed to him.

Mayor O'Brien requested a Budget Variance Report be provided at the next Committee of the Whole meeting.

Mayor O'Brien attended a presentation on a pre-feasibility study for a Bio-mass project which Liard First Nation is spearheading. The study provided information regarding fire-smart initiatives and how a fire-smart program in the community can support the Bio-mass project.

The Council meeting scheduled for June 4<sup>th</sup> has been moved to June 5<sup>th</sup> to accommodate a Pro Hockey Camp Community Bar-B-Que and a special gift presentation to the community by Ron Smith, father of NHL goalie Mike Smith.

**GALLERY  
OPEN FORUM**

Janice Carlson suggested that Council keep the public informed of the various funding being received by the Town from outside sources for Town projects.

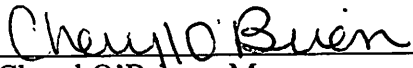
Birgit addressed the noise bylaw and concerns with what is considered reasonable. There have been situations where she has reported unnecessary noise and there has been no action taken. Council informed that some of these matters may be addressed by the RCMP.

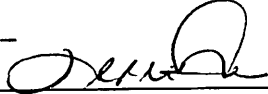
**ADJOURNMENT**

**MOTION 019-11-195**

Moved by Councilor Slager, seconded by Councilor Labonte  
that:

There being no further business the meeting be adjourned at 7:10 pm.

  
Cheryl O'Brien – Mayor

- CARRIED -   
Terri Close – Municipal Clerk