

VILLAGE OF MAYO
Minutes of Regular Council Meeting
of Wednesday, June 5, 2013
Village of Mayo Council Chambers

**Present
Council:**

Mayor Scott Bolton
Councilor Trevor Ellis
Councilor Joann Aird
Councilor Kris Pavlovich
Councilor Bill Leary

CAO: Margrit Wozniak

Clerk/Treasurer: Barb Barchen

Administrative Assistant: Taylor Ewing

Manager of EH/PW/PS: Scott Hamilton

**Director of Operations
and Programs, YG CS** Dwayne Muckosky

1. **Call to order**
Mayor Scott Bolton called the meeting to order at 7:15 pm.

2. **Adoption of the Agenda**

MOTION 2013-06-01

Moved by: Trevor Ellis **Seconded by:** Joann Aird

THAT: The agenda be adopted with the following changes:
6 b iii) a) Binet House Report for May 2013
7a) Rec. Board Minutes May 15, 2013
7b) Appointment of new Rec. Board members
7c) Wages for Rec. Board Secretary

In Favor: 5

Opposed: 0

CARRIED

3. Adoption of the Minutes of the Regular Public Council Meeting of May 8, 2013

MOTION 2013-06-02

Moved by: Trevor Ellis **Seconded by:** Kris Pavlovich

THAT: The minutes of the meeting of May 8, 2013 be adopted as presented.

In Favour: 5

Opposed: 0

CARRIED

4. Approval of Accounts Payable to April 30, 2013

MOTION 2013-06-03

Moved by: Trevor Ellis **Seconded by:** Joann Aird

THAT: The Accounts Payable to April 30, 2013 in the amount of \$238,441.59 be approved for payment in total.

In Favor: 5

Opposed: 0

CARRIED

5. Introduction and Consideration of First, Second, and Third Readings of Bylaws

Nothing presented.

6. Acceptance of Reports from the Village

a) Mayor's Report

Mayor Bolton spoke about the Mayo River flooding issue and the meeting that YG arranged for June 10, 2013 to discuss this issue.

YHC is planning to be here at the end of the month to start talking to Mayo representatives about the proposed Mayo Seniors' Centre.

There was some discussion on the upcoming Yukon River Inter-Tribal Watershed Summit in July/August. Dennis Peter (NND) had asked for the assistance of VOM's summer students during the Summit. Council does not agree with this - VOM's funding does not allow for this. VOM can provide some services, but there will be a cost associated with this. They would like to review the RCMP's plan for the Summit. NND had also planned to use McCoomb field as a camping area for the bulk of Summit participants (a minimum of 350 people), but Council does not agree with this, as the Village's drinking water wells are very close to the area and only 20 feet deep, therefore being very susceptible to surface activity. Also, the area is zoned residential which does not agree with the proposed use.

b) Administration

i) CAO Report of June 5, 2013

a) Mayo Landfill Meeting

Director of YG Infrastructure, Dwayne Muckosky, will be in Mayo the afternoon of June 5th to check out our landfill and to meet with Council during the evening meeting. Dwayne Muckosky attended the meeting. He is the new Director of Operations and Programs for Community Services. YG is dealing with rising environmental standards and associated costs as they have 18 landfills/solid waste disposal sites in the unincorporated Yukon communities. 16 are operated as transfer stations - the operating costs are much higher than anticipated. They are hauling household waste from Keno, Stewart and Pelly Crossing to Whitehorse. There have been some issues with the gas-fired unit in Old Crow. They are working in collaboration with Environment, and are reviewing operations, costs, and possible changes to operation methods. They would like communities to work together to develop ideas for solid waste management. Bi-lateral agreements - they are looking at accessing Build Canada funds. This type of funding is unfortunately mostly for Capital, not O&M projects. Also, this fund does not cover "wheeled vehicles", but would cover something like an engineering assessment). YG has no intention of telling VOM how to run their landfill; they would just like to be a partner in planning. Mayor Bolton mentioned how in the beginning of these discussion, YG had talked about making the VOM landfill a regional facility. He suggested that the challenge with this option would be the O&M costs. Whatever is decided on has to work for VOM as well as YG. The landfill has about a 15-25 year lifespan, and we will need to develop a new cell when the current area is full. We are not interested in buying heavy equipment to use to maintain the landfill, and have a plan with an accompanying letter of support from YG Environment. We are looking at purchasing a garbage truck and large cans for Mayo residents (in boundaries only) with Gas Tax funds. We plan to get garbage collection going by this Fall. Mayor Bolton also spoke about our current fee structure for items deposited at the landfill. He stated that we would like to have a contract worker, not an employee working at the landfill eventually. We plan to scale hours of operation back to 5 days per week. Dwayne Muckosky stated that YG has hired contractors to do groundwater well testing at their landfills. Council would like to know who is coming to Keno to do YG's groundwater well testing as they could obtain a quote from the same person/company to do the testing at the Mayo landfill. There is apparently no testing facility in Whitehorse for these samples and they are being sent to B.C. Mayor Bolton stated that we need some kind of limited liability for the landfill. YG will be working with the communities to work out an agreement regarding the liability. Dwayne Muckosky and Taylor Ewing left the meeting at this time.

b) Meeting regarding Yukon River Inter-Tribal Watershed Summit

Council is scheduled for a meeting with Dennis Peter on June 5th at 6:30 pm in Village Council Chambers to hear about this summit that will be taking place in Mayo from August 1 - 4 , 2013. For Council's information.

c) Mayo River Meeting

Representatives from YG EMO, Environment, EMR, YEC, etc. will be in Mayo on June 10, 2013 from 11 am to 1 pm to discuss the Mayo River flooding issue and to work towards a long term solution to the recurring flooding problems Mayo has been experiencing the past three winters. Will all Council members be available for this meeting? All Council members will be able to attend.

d) Infrastructure Meeting

Kyle Rolling, representatives from Stantec and Virginia Sarrazin from Associated Engineering will be attending our June 19th Council meeting to discuss the infrastructure assessment report and the pumphouse/drinking water system project with Council. For Council's information.

e) Meeting with RCMP

Mayor Bolton and I will be meeting with someone from the RCMP on June 4th to discuss policing issues. For Council's information.

f) Summer Meeting Schedule

In the past Council preferred to hold only one regular Council meeting per months in the summer (July, August and September). If Council is interested in doing this again for 2013, we need to set the dates on which these monthly meetings will be held. Would the first Wednesday of each month work for Council (July 3, August 7 and September 4)?

MOTION 2013-06-04

Moved by: Joann Aird

Seconded by: Bill Leary

WHEREAS the Village of Mayo Council would like to change the meeting schedule for the summer months of July, August, and September, now therefore

BE IT RESOLVED that the Council for the Village of Mayo agrees to hold one meeting per month on the following dates:

July 3, 2013
August 7, 2013 and
September 4, 2013

In Favor: 5

Opposed: 0

CARRIED

g) Grade 12 Graduation

In the past Council has provided a grant in the amount of \$500 to Mayo Graduating Students if they go on to post secondary studies at a College or University, as well as provided them with a copy of Mayo's History Book (Gold and Galena). J.V. Clark School has no graduates for 2013, however, Laurelie Menelon, a Mayo Resident, who has been attending school in Victoria the past 3 years will be graduating this summer. A motion has been prepared for Council's consideration. Councilor Aird stated that Helaina Moses, may also be graduating. She went to school in Whitehorse these past few years.

MOTION 2013-06-05

Moved by: Joann Aird

Seconded by: Trevor Ellis

WHEREAS the Village of Mayo Council would like to support the local youth who graduate from High School in Mayo or elsewhere and continue with their education, and

WHEREAS tuition fees for college and universities are constantly increasing, now therefore

BE IT RESOLVED that the Council for the Village of Mayo agrees to give \$500.00 to each one of those graduating students, who provide proof of having graduated and passed all the Grade 12 graduating requirements and proof of being accepted at a college or university to further their studies within 14 months of receiving their official graduation certificates.

The students that may be eligible to apply for these funds for the 2013 graduating year are Laurelie Menelon, and Helaina Moses.

In Favor: 5

Opposed: 0

CARRIED

h) Letter from Climate Change Secretariat

We received several "Climate Change Information Notes" from the YG Climate Change Secretariat for Council's information.

i) Review of contract policies

Councilor Pavlovich had requested a review of contract policies. At the time the agenda package was prepared Councilor Pavlovich had not confirmed his attendance at this meeting. Therefore this review will be put off until the next meeting.

j) Review of garbage truck/bins info

Council had requested to review the previously obtained information about garbage trucks and bins. We had prepared a Gas Tax Fund application in the past but had not submitted it yet, pending Council's decision to proceed.

Council asked Scott Hamilton to look into this further and to proceed with this.

k) Binet House Update

The Binet House opened on May 21st. Danielle Shay is our Supervisor and Steven Wozniak is our Weekend Guide. YG provided us with several pieces of Art from the Yukon Permanent Art Collection that are on display at the Binet House for the summer. We have applied for funding from the Special Capital Assistance Program for development of a new display in this facility and were approved for \$27,000. We received one proposal to our RFP. Anne Leckie and I will complete a preliminary review of the application prior to the meeting and are hoping to be able to give our recommendation to Council. This project may go on until late fall this year, therefore the planned renovations and construction of the new display will be postponed until 2014. Council decided that they would like to steer the direction of the display upgrades, not have someone else tell us what we are going to do (ie. it is not necessary to do a study to determine what kind of tourists come to the Yukon, etc.). They would like to have a meeting with Council, Anne Leckie, Mike McGinnis, Margrit Wozniak and Barb Barchen regarding initial planning for the Binet House upgrade. They would like to meet at the Binet House after closing time. June 10th at 7 pm was the time set for this meeting.

Aasman Brand Communications was the only bidder for this project.

MOTION **2013-06-06**

Moved by: Kris Pavlovich

Seconded by: Bill Leary

WHEREAS the Village of Mayo would like to renew the Binet House Display and Exhibit, and

WHEREAS the Village of Mayo received approval for funding from YG tourism for this project, and

WHEREAS the Village of Mayo asked for proposals for the development of a new display and exhibit at the Binet House, and

WHEREAS the Village of Mayo received one proposal from Aasman Design Inc, and the CAO and Anne Leckie reviewed the proposal for accuracy and are recommending to proceed with the project, now therefore

BE IT RESOLVED that the Village of Mayo Council award for contract for the 2013 Binet House display development project to Aasman Design Inc in the amount of \$29,580 plus GST.

CARRIED

l) Arts Fest

This year's Arts Festival is taking place on June 22nd, the same day as the Midnight Marathon again. NND is also planning Aboriginal Day Ceremonies for that weekend. Esther Winter is our Arts Festival Coordinator.

Mayor Bolton stated that Chris Caldwell will be coming to the Arts Festival to sign posters she created for the RRC.

m) Landfill Cleanup

We received two applications from individuals for the annual landfill cleanup. After polling Council, it was decided to give the cleanup to Scott Bolton who will be donating the funds to the "Ride for Dad" for prostate cancer research.

n) Flowerbeds

We've received a good response from the community. Marjorie Bryan, Barb Shannon, NND Daycare, Grade 7/8/9 Class, and possibly Cathy Buyck and the youth group. For Council's information.

o) Animal control bylaw

We've copied our animal control bylaw for Council's information and review. This bylaw is 21 years old and Council may be interested in updating it. There are some issues with poultry being kept inside community boundaries that just came to our attention. Council would like to table review of the bylaw to the next Council meeting.

p) Pool Update

Our Pool Manager Amy Gripton and Public Works Staff have been working hard to get our swimming pool into operation. We should be able to open the facility to the public in the near future. We had to postpone applying for funding for the installation of the pool liner and pipe replacement. Due to the late spring (too much snow in the pool area) we

were unable to obtain a quote from a plumber for the piping replacement. For Council's information.

Scott Hamilton described work recently done on the pool by VOM staff, which required him to move about in some very confined spaces. It was agreed that another escape hatch in the cement walkway is necessary and should be installed when the upcoming repairs are being done.

q) Joint Council meeting

I've contacted NND to find out a suitable date for a Joint Council meeting. Does Council have any suggestions for possible dates?

Council decided to wait for possible dates from NND.

r) Business Development Advisor

We received a copy of the reply from the Canadian Northern Economic Development Agency in reply to a multi agency request for a Business Development Advisor for Mayo. For Council's information.

s) Hydrogeological Assessment of Village of Mayo Solid Waste Disposal Site

We received a letter from Bethany Peters, Environmental Protection Analyst, YG Environment, in response to submitting our hydrogeological assessment report to her. Council reviewed this letter and asked that the CAO discuss the issues identified with Dwayne Muckosky since VoM already paid for the groundwater wells and assessments as agreed to and any additional work requested by YG Environment should be borne by YG CS.

Council decided to postpone the discussion of items 6 b) i) t-v will be discussed at the end of the meeting.

w) Reply from Lawyer regarding representation

There was discussion on whether to remain with the firm of Lackowicz and Hoffman, or to go with the lawyer, Lori Lavoie, who has been working with VOM for a number of years and recently started her own firm. Council would like to find out which lawyer other Yukon municipalities are utilizing.

x) Re-imbusement for attendance at CMA

Anne Leckie attended the Canadian Museums Associations AGM which was held in Whitehorse the last week in May on behalf of the Village of Mayo and provided a report about the meetings and workshops she attended. Council agreed to re-imburse Ms. Leckie for the \$317.26 as requested.

y) Lagoon Update

The water in the first anaerobic cell was very high and coming onto the road surrounding the cell. VoM Staff placed additional gravel/clay on the road and is now looking at rectifying the situation. For Council's information.

Council moved to item 6. b) ii) at this time.

ii) Clerk/Treasurer Report

Barb Barchen spoke about the chicken issue. Adam and Danica Wrench are raising meat birds and will be moving them to the yard at the North Star Motel. This will be a temporary situation as the birds will be butchered at 8 weeks of age. The forms required for this (e.g. approval of neighbors) are being completed prior to the arrival of the chickens at the North Star.

Barb asked Council about billing NND for cleanup after the recent funeral. NND had asked J.V. Clark Students who are raising funds to do the cleanup but did not specify what was part of the cleanup. The Village Custodian had to additional cleaning and would be billing separately. Council agreed not to charge NND for this misunderstanding.

iii) Monthly Recreation Coordinator's Report

Nothing Presented

a) Binet House Report for May 2013

MOTION 2013-06-07

Moved by: Joann Aird **Seconded by:** Trevor Ellis

THAT: The Binet house report for the month of May, 2013 be adopted as presented.

In Favour: 5

Opposed: 0

CARRIED

iv) Manager's Report for Environmental Health/Public Works & Protective Services

Nothing presented.

v) Protective Services

a) Fire Department Draw for May 2013 – No one qualified for the draw.

7. Acceptance of Reports from Village boards and committees established by Council and consideration of any recommendations there from.

a) Rec. Board Minutes of May 15, 2013

MOTION 2013-06-08

Moved by: Trevor Ellis **Seconded by:** Kris Pavlovich

THAT: The Recreation Board Minutes of May 15, 2013 be adopted as presented.

In Favour: 5

Opposed: 0

CARRIED

b) Rec. Board new member appointment

MOTION 2013-06-09

Moved by: Bill Leary

Seconded by: Joann Aird

THAT:

WHEREAS the Village of Mayo Recreation Board has been looking for additional members, and

WHEREAS several residents came forward and expressed interest in joining the Mayo Recreation Board, now therefore

BE IT RESOLVED THAT the Council for the Village of Mayo appoint:
Laura Erickson as J.V.Clark School Council Member
Andrew Sprokkreeff as Community Representative and
Danica Wrench as an alternate Recreation Board Member.

In Favour: 5

Opposed: 0

CARRIED

c) Rec. Board Secretary wage increase

MOTION 2013-06-10

Moved by: Kris Pavlovich

Seconded by: Bill Leary

THAT:

WHEREAS the Mayo Recreation Board has provided a letter to Village of Mayo Council asking for an increase in wages for the Recreation Board Secretary, and

WHEREAS Council discussed this request, now therefore

BE IT RESOLVED that Council agrees to increase the Recreation Board Secretary wages to \$150.00 per meeting.

In Favour: 5

Opposed: 0

CARRIED

8. Notices of Motions be considered

Nothing presented.

9. General Correspondence

Nothing Presented

10. Hearings of Delegations and Individuals

Nothing presented.

11. **Question Period**
Nothing presented.

12. **New and Unfinished Business**
Nothing presented.

Barb Barchen and Scott Bolton left the meeting at this time.

Council returned to 6. b) i) CAO Report, in camera session, items t - v.

MOTION 2013-06-11

Moved by: Trevor Ellis **Seconded by:** Joann Aird

THAT the Village of Mayo Council goes into camera to discuss human resources at 10:32 pm.

In Favor: 5 Opposed: 0

CARRIED

MOTION 2013-06-12

Moved by: Joann Aird **Seconded by:** Bill Leary

THAT the Village of Mayo Council comes out of their camera session to discuss Human Resources at 10:57 pm

In Favor: 5 Opposed: 0

CARRIED

t) Village of Mayo Personnel Issues

Discussion of evaluations of Village Staff that have completed their probationary periods (Scott Hamilton, Taylor Ewing, and Pat Donnelly). For Council's review and approval.

MOTION 2013-06-13

Moved by: Kris Pavlovich **Seconded by:** Bill Leary

THAT :Whereas the Council for the Village of Mayo has reviewed the job evaluation for the Recycling Centre Coordinator, and

Whereas the Pat Donnelly's six month probation period ended on June 3, 2013 and the Chief Administrative Officer is recommending him for permanent hire, now therefore

BE IT RESOLVED THAT The Council for the Village of Mayo approved the aforementioned job evaluation and the permanent hire of Pat Donnelly effective June 6, 2013, and

BE IT FURTHER RESOLVED THAT

Council approves a step increase for Pat Donnelly.

In Favor: 5

Opposed: 0

CARRIED

MOTION 2013-06-14

Moved by: Kris Pavlovich

Seconded by: Bill Leary

THAT Whereas the Council for the Village of Mayo has reviewed the job evaluation for the Administrative Assistant

Whereas the Taylor Ewing's six month probation period ended on June 3, 2013 and the Chief Administrative Officer is recommending her for permanent hire, now therefore

BE IT RESOLVED THAT The Council for the Village of Mayo approves the aforementioned job evaluation and the permanent hire of Taylor Ewing effective June 6, 2013, and

BE IT FURTHER RESOLVED THAT:

Council approves a step increase for Taylor Ewing.

In Favor: 5

Opposed: 0

CARRIED

MOTION 2013-06-15

Moved by: Kris Pavlovich

Seconded by: Bill Leary

THAT Whereas the Council for the Village of Mayo has reviewed the job evaluations for the Manager EH, PW & PS

Whereas the Scott Hamilton's six month probation period ended on June 3, 2013 and the Chief Administrative Officer is recommending him for permanent hire, now therefore

BE IT RESOLVED THAT The Council for the Village of Mayo approves the aforementioned job evaluation and the permanent hire of Scott Hamilton effective June 6, 2013, and

BE IT FURTHER RESOLVED THAT:

Council approves a step increase for Scott Hamilton.

In Favor: 5

Opposed: 0

CARRIED

u) Vehicle Allowance

Our new Manager of Public Works, Environmental Health and Protective Services, occasionally needs to use his personal vehicle for work purposes. We proposed to provide him with a vehicle allowance of \$100/month. The vehicle allowances currently in place are \$75/month for Recreation Coordinator and Administrative Assistant and \$100/month for the CAO. For Council's consideration.

MOTION 2013-06-16

Moved by: Kris Pavlovich

Seconded by: Bill Leary

WHEREAS it has become apparent that it is necessary for the Manager of EH, PW & PS to use his personal vehicle for Village of Mayo business on a fairly regular basis, and

WHEREAS the Village has a provision for the CAO and the Administrative Assistant to receive a monthly vehicle allowance for this same reason,

NOW THEREFORE, BE IT RESOLVED THAT

Council approve a monthly vehicle allowance in the amount of \$100 for Scott Hamilton, the Manager of EH, PW, and PS, effective June 2013.

In Favor: 5

Opposed: 0

CARRIED

v) Acting CAO wages

When the CAO was in Whitehorse from April 29th to May 24th, to assist her daughter who was expecting her second child, Barb has taken on additional work to keep the office running smoothly. The CAO has provided assistance via email from Whitehorse during this time. The CAO's annual vacation is booked from July 28 to August 18. The CAO is proposing that Barb receives Acting CAO wages for times when the CAO is away from work for an extended period of time, such as 5 workdays and more. The CAO is also proposing that the Village pay Barb the difference in wages for the days that she was looking after the office in April/May. For Council's consideration.

MOTION 2013-06-17

Moved by: Kris Pavlovich

Seconded by: Bill Leary

WHEREAS Barb Barchen, the Village of Mayo Clerk/Treasurer, has agreed to fill in for the Chief Administrative Officer at times when the CAO is away for a period exceeding 5 work days, and

WHEREAS Barb has acted in the CAO position during the CAO's recent absence (April 29 to May 24, 2013), and

WHEREAS it is customary to pay someone acting in a position the first step of the positions wage for the duration of the absence, now therefore

BE IT RESOLVED THAT Council approves to pay Barb Barchen the Acting CAO's wage during the CAO's absence, when the absence is longer than 5 working days.

In Favor: 5

Opposed: 0

CARRIED

MOTION **2013-06-18**

Moved by: Bill Leary

Seconded by: Joann Aird

THAT: The Chief Administrative Officer's Report of June 5, 2013 be adopted as presented.

In Favor: 5

Opposed: 0

CARRIED

13. Adjournment

The meeting was adjourned at 11:00 pm.



Mayor



Chief Administrative Officer