

VILLAGE OF MAYO
Minutes of Regular Council Meeting
of Wednesday, January 22, 2025
Village of Mayo Council Chambers

Present Council: Mayor Trevor Ellis
Councilor Simeon Paschuk
Councilor Brett Stauffer
Councilor Chelsea Dolan (via zoom)

CAO: Margrit Wozniak

Clerk-treasurer: Nadja Salzberg

Absent: Councilor Brent Chapman
PW Manager Aaron Shaban

1. Call to order
Mayor Trevor Ellis called the meeting to order at 7:00 p.m.

2. Adoption of the Agenda

MOTION 2025-01-08

Moved by: Simeon Paschuk **Seconded by:** Brett Stauffer

THAT: The agenda be adopted as presented.

In Favour: 4 Opposed: 0

CARRIED

3. Adoption of the January 8, 2025 Regular Public Council Meeting Minutes

MOTION 2025-01-09

Moved by: Simeon Paschuk **Seconded by:** Brett Stauffer

THAT: The meeting minutes of January 8, 2025 be adopted as presented.

In Favour: 4 Opposed: 0

CARRIED

4. **Approval of Accounts Payable to December 31, 2024**

MOTION **2025-01-10**

Moved by: Simeon Paschuk

Seconded by: Brett Stauffer

THAT: The Accounts Payable to December 31, 2024 in the amount of \$269,919.32 be approved for payment in total.

In Favour: 4

Opposed: 0

CARRIED

5. **Introduction and Consideration of First, Second, and Third Readings of Bylaws**
a) Third and final reading of bylaw #366, a bylaw to undertake a charge against real properties with outstanding amounts owing to the Village of Mayo

MOTION **2025-01-11**

Moved by: Simeon Paschuk

Seconded by: Brett Stauffer

Be it resolved that Bylaw #366 having been read a first and second time and studied clause by clause now be given third and final reading.

In Favour: 4

Opposed: 0

CARRIED

6. **a) Mayor's Report**

Mayor Ellis mentioned that he had been in touch with the seller of the residential property that the Village of Mayo is interested in and he informed them that Village Council will discuss this item at the Council meeting.

Mayor Ellis mentioned that he is planning to attend the Chiefs and Mayor's Forum in Whitehorse.

b) Administration

i) CAO Report of Wednesday, January 22, 2025

a) Village of Mayo facilities tour

Due to Aaron Shaban and Brent Chapman attending the emergency training in Whitehorse on January 23 and 24, 2025, we had to postpone the tour of Village facilities to February 5, 2025 at 6 pm. For Council's information.

b) Long Service Policy

The Village's long service policy is outdated since several employees have retired and new employees were hired. I've updated the policy to reflect these changes going forward. For Council's review and approval.

MOTION 2025-01-12

Moved by: Simeon Paschuk

Seconded by: Brett Stauffer

THAT: The Village of Mayo council reviewed the revised Long Service Policy and wants to proceed with approval of the revised Long Service Policy.

In Favour: 4

Opposed: 0

CARRIED

c) Mayors/Chiefs Forum

The next Mayors/Chiefs meeting has been scheduled for January 31, 2024 and Mayor Ellis has confirmed his attendance. For Council's information.

d) Village of Mayo FireSmart Project

The latest update from the contractor that was hired to complete the Village's 2024/25 FireSmart project is that the plan is to start the project in mid-February. I just received an email from YG that the application for the 2025/26 FireSmart Funding is due by February 17, 2025. Does Council want to continue with firesmarting around the community in the coming winter? If yes, is there an area that Council would like to have worked on next?

I have reached out to Dave Trudeau as well for his comments. He stated that there is an area in the Airport Subdivision that would benefit from being firesmarted, if no area inside the Village's boundaries is identified.

For Council's consideration.

Council would like to explore areas within Village boundaries, prior to having a project take place outside of Village boundaries.

e) Mayo Arts Fest 2025

The annual application for funding for the Mayo Arts Fest is due by mid-February.

I have started the application for this annual arts festival and requested letters of support from various community organizations.

For Council's information.

f) Staff Housing

Mayor Ellis, Councilor Paschuk, the Public Works Manager and CAO toured a residential unit to find out if it would be suitable for staff housing. I have prepared some information and photos for Council's review and discussion.

MOTION 2025-01-13

Moved by: Simeon Paschuk

Seconded by: Brett Stauffer

THAT: Council reviewed and discussed the need for additional staff housing, and

Whereas Council viewed a residential property that came available and discussed the buildings suitability, now therefore

Be it resolved that the Council agreed to put in an offer of purchase for \$250,000.00 - \$275,000.00.

In Favour: 4

Opposed: 0

CARRIED

g) Bulk Water and Lagoon Rates

I've obtained information about the bulk water and lagoon rates that other Yukon Municipalities charge and included it in the meeting package.

For Council's information and discussion.

Council reviewed and discussed the information provided and the daily bulk water usage. After a lengthy discussion, Council decided to increase the bulk water rates and lagoon rates for commercial operators and to add a description on who is considered to be a commercial operator. This will require a revision of the bylaw.

h) CCBF funds

We received the CCBF funds for the removal of the old Fire Hall and the Heat Exchanger purchase for the Water Treatment Plant.

For Council's information.

i) 2025 AYC Conference and AGM

The 2025 AYC AGM will be held April 25 to 27, 2025 in Haines Junction. I have received confirmation from Mayor Ellis, and Councilors Paschuk and Dolan that they will be attending. Councilors Stauffer and Chapman are not planning to attend at this time.

For Council's information and further consideration.

j) Cyber Attack Update

The replacement computers and bank tokens arrived. Ian got in touch with Tangerine and discussed new cyber security programs. Tangerine will check and then transfer the information from the Clerk/Treasurer's and CAO's computers. Then we'll be ready to get started with the new online platform from the bank soon.

We were contacted by the RBC Fraud Claim Department the week of January 13th. They once again denied our claim for reimbursement without providing any written reasons why they were denying the claim. We asked for them to provide the reason in writing. Council had previously mentioned that they would like to send a letter to RBC contesting the Fraud Departments determination. A letter will be drafted by Administration.

For Council's information.

Council discussed various things that the Village could do to increase cyber security going forward.

k) Staff House Use

One of our WTP Operators lost his house trailer in a fire on January 14, 2025. He is currently staying in the pool staff house until other arrangements can be made.

For Council's information and discussion in regards to the length of stay, potential rent charges, rental agreement, etc.

Council discussed this issue. They are happy that they could provide temporary housing for this employee who has been the main Water Treatment Plant Operator for a long time, he also volunteered to stay behind to operate the Water Treatment Plant during Mayo's evacuation when a wildfire threated the community, and who also has volunteered in the community putting in curling ice for many years. Council agreed that this employee be given a rental agreement to sign that has an end date of April 30, 2025, so the pool staff can move into this staff house in early May. Council decided to waive the rental fee in lieu of them donating to the "go fund me page" that has been set up in the community for this employee.

l) YEC application to Yukon Utilities Board

ATCO Electric and Yukon Energy have filed an application with the Yukon Utilities Board requesting the approval of certain updates to the Terms and Conditions of Service.

Interveners intending to participate in the hearing are to register with the Yukon Utilities Board's Executive Secretary by February 3, 2025.

For Council's information.

m) Emergency Management Capacity

We received an email from Cody Goulin, Emergency Management Planner with YG EMO. Yukon EMO is working to better understand the capacity and needs of each community and Fire Nation regarding Emergency Management. They have developed a rubric that evaluates the key components of a jurisdiction's EM program, providing a score for each area. They expect this to take about an hour. I will set a suitable date and time up for me to meet with Cody and I would like to include Ian in this discussion as well. For Council's information.

n) Zoning bylaw

Dennis Shewfelt has drafted the changes that we had discussed to amend our 2017 zoning bylaw. Please see the attached draft. I have copied the sections in the current bylaw that we are proposing for changes. If Council is in agreement with amending the zoning bylaw with the changes that are listed in the draft amended bylaw, then I can bring the amending bylaw to a future meeting to start the process of amending the 2017 zoning bylaw. For Council's information and discussion.

Council would prefer to make the changes in the 2017 zoning bylaw, if possible, and to approve the revised zoning bylaw, rather than just an amendment.

Administration will check if the 2017 zoning bylaw document is available on the Villages computer to make this possible.

o) Letter to Public Prosecution Service of Canada

Following the recent Joint Council meeting, NND drafted a Joint Council letter to the Public Prosecution Service of Canada in regards to bail hearings of repeat offenders. For Council's information.

p) Project Updates

We received a letter from Minister Mostyn that Phase 4 of the Village's water/sewer main line upgrade project has been approved. The project and related BST work is scheduled to commence in 2026.

YG informed us that the design build arena project and associated high project budget is not feasible at this time to pursue this project. The infrastructure funds that had been allocated to this project were reassigned to another project that was shovel ready.

Mayor Ellis mentioned that the Village could get the large door at the north end of the arena replaced with a door that is air tight. This may increase the usability of the existing arena now that we are not looking at replacement in the near future.

We are planning to have a roof structure built to cover the side entrance into the Curling Lounge this summer. Even though we had a new eaves trough installed last summer the problem with icicles above the entrance door persists. Our Public Works Manager who has his carpentry ticket suggested that this project can be done in house.

We are also investigating putting a new roof over the Village Office portion of the Community Centre building. The shingles on this roof are 18 years old, weathered and some sections are damaged from shoveling the snow off every winter. Options to check into could be a torch on roof, or a metal roof, however the roof would need to be more steep for this option.

q) Canada Post Request

We received a request from CUPW for Council to consider passing a motion in support of the future of Canada Post.

For Council's consideration.

Council may consider passing this lengthy motion. The motion needs to be typed out and brought back to the next meeting.

MOTION 2025-01-14

Moved by: Simeon Paschuk

Seconded by: Brett Stauffer

THAT: The Chief Administrative Officer's Report of January 22, 2025, be adopted as presented.

In Favour: 4

Opposed: 0

CARRIED

- ii) **Clerk-Treasurer Report**
 - a) **Comparative Income Statement for December 2024**

MOTION 2025-01-15

Moved by: Simeon Paschuk

Seconded by: Brett Stauffer

THAT: The Comparative Income Statement for the month of December 2024 be adopted as presented.

In Favour: 4

Opposed: 0

CARRIED

- iii) **Monthly Recreation Coordinator's Report**
Nothing presented.
- iv) **Manager's Report for Environmental Health/Public Works and Protective Services**
Nothing presented.
- v) **Protective Services**
Nothing presented.
- 7. **Acceptance of Reports from Village boards and committees established by Council and consideration of any recommendations there from.**
Nothing presented.
- 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.
13. **Adjournment**
The meeting was adjourned at 9:45 pm



Mayor



Chief Administrative Officer