

**VILLAGE OF MAYO**  
**Minutes of Regular Council Meeting**  
**of Wednesday, January 8, 2014**  
**Village of Mayo Council Chambers**

**Present**

**Council:** Mayor Scott Bolton  
Councilor Joann Aird  
Councilor Bill Leary  
Councilor Trevor Ellis

**CAO:** Margrit Wozniak

**Manager of EH/PW/PS :** Scott Hamilton

**Clerk /Treasurer:** Barb Barchen

**Absent:** Councilor Kris Pavlovich

**1. Call to order**

Mayor Scott Bolton called the meeting to order at 7:32 pm.

**2. Adoption of the Agenda**

**MOTION      2014-01-01**

**Moved by:** Trevor Ellis                      **Seconded by:** Bill Leary

**THAT:** The agenda be adopted with the following changes:  
**ADD** 9a) Letter from Grad class, requesting donation of Curling lounge for  
January 29, 2014  
9b) Letter from Grad class, requesting donation of Hall/Kitchen for  
June 20th, 2014 for Grad Dinner.

In Favour: 4

Opposed: 0

**CARRIED**

**3. Adoption of the Minutes of the Regular Public Council Meeting of December 18, 2013 and the Minutes of the Special Meeting of December 27, 2013**

**MOTION 2014-01-02**

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

**THAT:**                      The minutes of the meeting of December 18, 2013 be adopted as presented.

In Favour: 4    Opposed: 0

**CARRIED**

**MOTION 2014-01-03**

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

**THAT:**                      The minutes of the Special meeting of December 27, 2013 be adopted as presented.

In Favour: 4    Opposed: 0

**CARRIED**

**4. Approval of Accounts Payable to December 31, 2013**

**MOTION 2014-01-04**

**Moved by:** Trevor Ellis                                      **Seconded by:** Bill Leary

**THAT:**                      The Accounts Payable to December 31, 2013 in the amount of \$70,330.59 be approved for payment in total.

In Favour: 4    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 level, and how it is getting very close to Mitford's and Wrench's residences. There are apparently ice jams downriver which is causing the river to back up. It was felt that once the ice jams are removed the problem should be solved. Until that time YEC has agreed to reduce the current level of 20 cu m/sec. flow rate to 17 cu m/sec.

Mayor Bolton has been in discussions with YG and YHC and was happy to report that the Seniors' Residence is going ahead. Site ground drilling is to take place this month or next. Mayor Bolton spoke to Chief Champion this afternoon and he is in full support of the project. The Mayor assured him that he will be kept informed on the proceedings, as the Chief will not be able to attend any upcoming meetings.

### b) Administration

#### i) CAO Report of January 8, 2014

##### a) OTOF update

We received an email from YG asking for input from all municipalities on the priorities of the outstanding OTOF items that had been identified but not worked on to date. YG is asking for Council's **comments by January 17, 2014**. This item had been tabled at the December 18th meeting so Council would have a chance to review the information.

Council reviewed the information and prioritized the remaining OTOF items in the following order: Municipal Infrastructure Deficit and Asset Management; Municipal Sustainability Indicators; Training: Building Local Capacity; Community Development Teams; Yukon Municipal Website.

##### b) Residential Landlord and Tenant Regulations and Minimum Rental Standards

We received a letter from Minister Cathers stating that the Residential Landlord and Tenant Act was passed in December 2012 to serve and balance the legal rights and interests of both tenants and landlords. To enable this new legislation to come into force, the enactment of regulations, including minimum rental standards, is required. At this time, the government is carrying out consultations on these regulations. The Government invites the Village of Mayo comments in this regard.

This item had been tabled at the December 18th meeting so Council would have a chance to review the information. **Comments/completed surveys are requested by March 11, 2014**. Council went through, and completed, the questionnaire at the meeting.

##### c) New Gas Tax Agreement

We received information about the new Gas Tax Agreement from Community Services. For Council's review and comments. This information had been distributed at the December 18th meeting and Council decided to table this item so they would have a chance to review the information. **Comments are requested by mid January, 2014**.

Council reviewed and discussed the information provided. Administration was asked to inquire about Mayo's unspent Gas Tax Funds and that YG administration costs would not be taken off that amount. Brownfield Development was discussed and if it would be suitable for the removal and replacement of the old firehall building. YG Administration fees that will be taken off future Gas Tax Allocations from GoC were discussed as well. Administration will provide Mayo's comments to YG.

**d) Conceptual Interpretive and Exhibit Plan for Binet House**

We received the final Interpretive and Exhibit Plan for the Binet House from Aasman Design. For Council's information and review. Council accepted the new plan.

**e) Letter from Minister Cathers**

We received a letter from Minister Cathers asking for Council's comments regarding the proposed changes to the Employment Standards Act for the length of employee's probationary period. **Comments are requested by January 31, 2014.** An online survey is available at <http://www.community.gov.yk.ca/es.html>  
Council completed the survey.

**f) Humane Society Yukon - Spay/Neuter Project**

We received an email from Linda Priestley for Council's and Joint Council's consideration to consider a cost sharing agreement for a spay/neuter project in our community. For Council's discussion.

Council would like to put this on the agenda for the next Joint Council meeting.

**g) Mayo Seniors' Residence Update**

Mayor Bolton has been contacted by Yukon Housing Corp. and will provide Council with an update on the Seniors Residence for Mayo. Discussed previously.

**h) McIntyre House Update**

As per Council's request I've contacted YG to inquire if we would be allowed to move the McIntyre Cabin (historic property) to another lot in our community. We received a reply from Barb Hogan, the Historic Sites Manager for YG Cultural Services Branch which states that moving this building would be in contravention of the Historic Resources Act. For Council's information.

**i) Contract Policies**

I've made the changes to the third party rental policy that were discussed and approved at the December 18th meeting. Council is asked to review this policy one final time. If Council is ready to approve the policy it can be applied to the 2014 Third Party Rentals which are due on January 31, 2014.

Councilor Leary inquired about the small and large contract policies.

Margrit stated that she had been in contact with YG Contract Administration regarding the section that had been added to the two draft policies in regards to sole sourcing. She had been informed that this section was not in a current YG contracting policy. Councilor Leary asked that the section be removed from the small and large contract policy and Council agreed. Council stated that they do not require a lawyer's review prior to approval of the policies. However, if Administration would like to send the policies out for review by a lawyer, they would support this. Council would like to proceed with approving these two contract policies soon.

**MOTION**      **2014-01-05**

**Moved by:** Trevor Ellis

**Seconded by:** Bill Leary

**Whereas** the Village of Mayo Council discussed revisions to the Third Party Rental Policy, and,

**Whereas** the Village of Mayo Council has reviewed and revised the policy and found it acceptable, now therefore

**Be it resolved that:**

The Village of Mayo Council adopt the revised Third Party rental policy as presented.

In Favour: 4

Opposed: 0

**CARRIED**

**j) Visit from Municipal Advisor**

Kirsti Muller from YG Community Services is planning to attend our January 22nd meeting. For Council's information.

**j) Letter from EMO regarding YG LIDAR survey project**

We received a letter from Michael Templeton, Manager of YG EMO, informing us that YG has accessed funding through the Department of Aboriginal Affairs and Northern Development Climate Change Adaptation Program to conduct LIDAR aerial surveys in Yukon community areas adjacent to water bodies over the next two years. The aim of this project is to provide YG, municipal governments, FN governments with detailed digital elevation data for the land immediately adjacent to river courses and water bodies that may be prone to flooding, whether historically, currently, or in the future because of changes due to climate change. A map was provided showing the proposed area for the LIDAR survey which will be completed at no cost to the Village. Any additional areas the Village would like to have surveyed would be charged back to the Village of Mayo.

**MOTION**      **2013-12-07**

**Moved by:** Joann Aird

**Seconded by:** Trevor Ellis

**THAT:**            The Chief Administrative Officer's Report of January 8, 2014 be adopted as presented.

In Favour: 4

Opposed: 0

**CARRIED**

ii) **Clerk Treasurer Report**

a) **Tax Lien Summary Form for outstanding property taxes**

**MOTION**      **2014-01-07**

**Moved by:** Trevor Ellis

**Seconded by:** Joann Aird

**Whereas** Section 82 (1) of the Assessment and Taxation Act states: "When the whole or a portion of the taxes on any land or improvements has been due and unpaid for more than six months after the taxes became due and payable, the land shall be liable to be dealt with under this Act, and subject to subsection(2), the collector shall in each year submit to the authority a list in duplicate of all such lands with the amount of the arrears against each parcel set opposite the parcel."

**Be it resolved that:** Council for the Village of Mayo acknowledges the review of the tax lien summary form TL1, dated January 6, 2014.

In Favour: 4

Opposed: 0

**CARRIED**

b) **Clerk/Treasurer Report for January 8, 2014**

**MOTION**      **2014-01-08**

**Moved by:** Bill Leary

**Seconded by:** Trevor Ellis

**THAT:**            The Clerk Treasurer's report of January 8, 2014 be adopted as presented.

In Favour: 4

Opposed: 0

**CARRIED**

c) **Comparative Income Statement as at December 31, 2013**

**MOTION**      **2013-12-09**

**Moved by:** Bill Leary

**Seconded by:** Trevor Ellis

**THAT:**            The Comparative Income Statement for the month of December 31, 2013 be approved.

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**

a) **Manager's report for month of December, 2013**

**MOTION      2014-01-10**

**Moved by:** Trevor Ellis

**Seconded by:** Joann Aird

**THAT:**            The Manager of PW, EH & PS Report for the month of December, 2013 be adopted as presented.

In Favour: 4

Opposed: 0

**CARRIED**

v) **Protective Services**

No one qualified for the monthly draw for December 2013.

There was some discussion about jaws of life. Council agreed to purchase a new set for the Fire Department as the old ones are not in proper working order. There is the option of trading the old set in and to obtain a hydraulic ram in addition to the jaws of life. Fire Chief Ellis stated that if they kept the old jaws of life they would have to continue to maintain this equipment.

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**

a) **Letter from JVC Grads requesting donation of Curling lounge on January 29, 2014.**  
Council agreed to donate the Curling Lounge for the coffee house fundraiser.

b) **Letter from JVC Grads requesting donation of Hall and Kitchen on June 20, 2014 for Grad dinner.**

Council agreed to donate the Hall and Kitchen for the Grad dinner. They did, however, feel that holding the facility for decorating one week in advance was excessive. If the Hall is not rented out the week before the Grad dinner, they are free to decorate early. Otherwise they will need to wait until just before the 20th to decorate.

**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 10:00 pm.

  
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Mayor  
\_\_\_\_\_  
Chief Administrative Officer