

VILLAGE OF MAYO  
Minutes of Regular Council Meeting  
of Wednesday, March 18, 2015  
Village of Mayo Council Chambers

CERTIFIED  
TRUE COPY OF THE ORIGINAL  
*Richard Ewing*  
CLERK

**Present Council:** Deputy Mayor Trevor Ellis  
Councilor Richard Ewing  
Councilor Blair Andre

**CAO:** Margrit Wozniak

**Clerk/Treasurer:** Barbara Barchen

**Public Works Manager:** Scott Hamilton

**Absent:** Mayor Scott Bolton  
Councilor Joann Aird

1. **Call to order**  
Deputy Mayor Trevor Ellis called the meeting to order at 7:34 pm.

2. **Adoption of the Agenda**

MOTION 2015-03-10

**Moved by:** Richard Ewing                      **Seconded by:** Blair Andre

**THAT:** The agenda be adopted with the following changes.  
**ADD 6 b i k) Cleaning Contract for 2015/16**

In Favor: 3    Opposed: 0

**CARRIED**

3. **Adoption of the Minutes of the Regular Public Council Meeting  
of March 11, 2015.**

MOTION 2015-03-11

**Moved by:** Blair Andre                      **Seconded by:** Richard Ewing

**THAT:** The minutes of the meeting of March 11, 2015 be adopted as presented.

In Favor: 3    Opposed: 0

**CARRIED**

4. **Approval of Accounts Payable to February 28, 2015**

**MOTION**      **2015-03-12**

**Moved by:** Trevor Ellis

**Seconded by:** Richard Ewing

**THAT:**            The Accounts Payable to February 28, 2015 in the amount of \$126,502.82 be approved for payment in total.

In Favor: 3

Opposed: 0

**CARRIED**

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

**a) Third and Final reading of Bylaw #302 – 2015 Tax Rate**

**MOTION**      **2015-03-13**

**Moved by:** Blair Andre

**Seconded by:** Richard Ewing

**BE IT RESOLVED THAT** Bylaw #302 having been read a first and second time and studied clause by clause now be given third and final reading.

In Favor: 3

Opposed: 0

**CARRIED**

**b) Introduction and possible First and Second reading of bylaw #303 – Adoption of the Annual Operating Budget for 2015**

**MOTION**      **2015-03-14**

**Moved by:** Blair Andre

**Seconded by:** Richard Ewing

**BE IT RESOLVED THAT** Deputy Mayor Trevor Ellis introduce bylaw #303, a bylaw of the Village of Mayo for the Annual Operating Budget for 2015.

In Favor: 3

Opposed: 0

**CARRIED**

**MOTION**      **2015-03-15**

**Moved by:** Blair Andre

**Seconded by:** Richard Ewing

**BE IT RESOLVED THAT** Bylaw #303, a bylaw of the Village of Mayo for the Adoption of the Annual Operating Budget for 2015 be given first and second reading.

In Favor: 3

Opposed: 0

**CARRIED**

**c) Introduction and possible First and Second reading of bylaw #304, Adoption of the Capital Budget, and Capital Expenditure program for the next three years.**

**MOTION**      **2015-03-16**

**Moved by:** Blair Andre

**Seconded by:** Richard Ewing

**BE IT RESOLVED THAT** Deputy Mayor Trevor Ellis introduce bylaw #304, a bylaw of the Village of Mayo for the Capital Budget and Capital Expenditure program for the next three years.

In Favor: 3

Opposed: 0

**CARRIED**

**MOTION**      **2015-03-17**

**Moved by:** Richard Ewing

**Seconded by:** Blair Andre

**BE IT RESOLVED THAT** Bylaw #304, a bylaw of the Village of Mayo for the Adoption of the Capital Budget and Capital Expenditure for the next three years be given first and second reading.

In Favor: 3

Opposed: 0

**CARRIED**

6. **a) Mayor's Report**  
Nothing presented.

b) Administration

i) **CAO Report of Wednesday March 18, 2015**

**a) 2015 O&M and Capital Budgets, 2015 Tax Rate Bylaw**

I have revised the budgets as per Council's direction and they are now ready to go to first and second reading of the bylaws. The 2015 Property Tax Rate bylaw will be presented for third and final reading. Dealt with previously.

**b) Silver Trail Training Trust Fund**

The Silver Trail Training Trust Fund Committee met on March 12, 2015. After a lengthy discussion the Committee decided to disband the committee effective April 1, 2015 and to return the remaining Training Trust Funds to the YG Department of Education.

The committee is asking for a letter from the Village of Mayo Council and the First Nation of Na-Cho Nyak Dun Council stating this since VoM and NND Council's are the signatories to the original Training Trust Fund Agreement.

**c) 2015 AYC AGM May 8-10 in Haines Junction**

The deadline for providing AYC with questions for the Ministers Roundtable and resolutions for discussion during the AGM is March 31, 2015.

The deadline for registering for attending the AGM is April 10th. If anyone from Council is planning to attend, please let the Administration know prior to the deadline so we can register them.

For Council's review and consideration. Councillors Aird, Andre and Ewing are unable to attend. Mayor Bolton is doubtful, due to work commitments, but Councillor Ellis may possibly attend. Councillor Ellis mentioned that one possible question for the Minister's Roundtable could be asking about the Training Trust Funds and why the department made the operation of the funds more time consuming and labor intensive while at the same time limiting the amount of funding that the committee's can apply for on an annual basis? What are YTG's plans for the funds they are taking back from communities (Mayo in particular)? Council would like to know Mayor Bolton's views before proceeding with this.

**d) Community Energy Planning Workshop**

May 20 or 27 are tentative dates for a Community Energy Workshop in Whitehorse.

Is anyone from Council interested in attending this workshop? No one from Council expressed interest in attending this workshop.

**e) Proposed Changes to the Recycling System**

We received a report - summary of the public review held in 2014 regarding the proposed changes to the Recycling System and stakeholder discussion reports for the Designated Materials Regulation and the Beverage Container Regulations. For Council's information.

Councillor Andre asked if it would be possible to get a crusher for plastic jugs. Margrit Wozniak stated that this had also been brought up by Village Staff and will be looked into by the Public Works Manager and passed on to YG Community Services Operations and Programs.

**f) Letter from Minister Nixon**

We received a reply from Minister Nixon to our letter congratulating him on his appointment as the Minister of Health and Social Services and the Workers' Compensation Health and Safety Board. For Council's information.

**g) Transfer of Land**

The parcel of land on Block 33 Lot 4 was transferred from YHC to YG. The Village of Mayo had asked for this transfer as a possible future building lot for the new Mayo Firehall. For Council's information.

**h) Revised Summer Student Hire Policy**

We've revised the draft summer student hire policy as per Council's comments. For Council's review and approval.

**MOTION 2015-03-18**

**Moved by:** Blair Andre

**Seconded by:** Richard Ewing

**Whereas** the Village of Mayo Council is committed to offering High School and Post Secondary school students valuable learning assignments that represent structured pathways from a school environment to the world of employment, and

**Whereas** Council asked Administration to draft a Summer Student Hire Policy, and

**Whereas** the Village of Mayo Council has reviewed the draft Summer Student Hire Policy and found it acceptable, now therefore

**Be it resolved that:**

The Village of Mayo Council adopt the Summer Student Hire Policy as presented.

In Favor: 3

Opposed: 0

**CARRIED**

**i) Overtime and Standby Policy**

We recently discovered that we had not updated the overtime policy following Council's discussion and approval of the revised procedure for standby remuneration in 2013. We have added the Standby information to the existing Overtime policy to rectify this. For Council's information and approval.

**MOTION 2015-03-19**

**Moved by:** Blair Andre

**Seconded by:** Richard Ewing

**Whereas** the Village of Mayo Council recognizes that due to contingency of service demands beyond their regularly scheduled work, some employees are required to work overtime and be on standby (on-call), and

**Whereas** Council asked Administration to draft a policy that defines overtime and standby eligibility for municipal employees, and

**Whereas** the Village of Mayo Council has reviewed the draft Overtime & Standby policy and found it acceptable, now therefore

**Be it resolved that:**

The Village of Mayo Council adopt the Overtime & Standby Policy as presented.

In Favor: 3

Opposed: 0

**CARRIED**

**j) Revisions to Conditions of Employment Bylaw**

The conditions of employment bylaw needed some updating as well to add the positions of Public Works Manager and Recycling Centre Coordinator as well as the changes to the standby procedure. We have revised some sections of the bylaw for Council's review. The changes are bolded for Council's information.

Council approved of the changes to the bylaw. The revised bylaw will be brought to the next Council meeting for First and second reading.

**k) Cleaning Contract**

We received one bid by closing of the tender for the Village of Mayo cleaning contract for 2015/16. We'll bring the bid to the meeting for review and possible award of the contract.

**MOTION**      **2015-03-20**

**Moved by:** Richard Ewing

**Seconded by:** Blair Andre

**Whereas** the Village of Mayo Council has asked for proposals from interested individuals to provide Cleaning Services for the Village of Mayo facilities, and

**Whereas** the Village of Mayo has received one proposal by the closing of the call for proposals, and

**Whereas** the Village of Mayo Council has reviewed and discussed the proposal at their meeting on March 18, 2015, now therefore

**Be it resolved that:**

The Village of Mayo Council award the contract for cleaning services for the Village of Mayo facilities to Marjorie Bryan in the amount of \$1,550.00 (One thousand five hundred and fifty dollars) per month.

In Favor: 3

Opposed: 0

**CARRIED**

**MOTION**      **2015-03-21**

**Moved by:** Richard Ewing                      **Seconded by:** Blair Andre

**THAT:**                      The Chief Administrative Officer's Report of March 18, 2015 be adopted as presented.

In Favor: 3    Opposed: 0

**CARRIED**

- ii) **Clerk Treasurer Report**
  - a) **Comparative Income Statement for February, 2015**

**MOTION**      **2015-03-22**

**Moved by:** Richard Ewing                      **Seconded by:** Blair Andre

**THAT:**                      The Comparative Income Statement for the month of February 2015 be approved.

In Favor: 3    Opposed: 0

**CARRIED**

- iii) **Monthly Recreation Coordinator's Report**  
Nothing presented.
- iv) **Manager's Report for Environmental Health/Public Works and Protective Services**  
Scott Hamilton suggested expanding the next Firesmart project to include the Industrial zone in the Airport Subdivision. Although this is not within municipal boundaries, the Mayo Public Works Shop and Cemetery are located in the subdivision. Council agreed to this.
- v) **Protective Services**
  - a) **Fire Fighters Draw for February, 2015**

**MOTION**      **2015-03-23**

**Moved by:** Richard Ewing                      **Seconded by:** Blair Andre

**THAT:**                      The monthly Fire Fighter Incentive in the amount of \$100 be paid to Scott Hamilton for the month of February, 2015 as chosen by a random draw from the list of eligible volunteer fire fighters.

In Favor: 3    Opposed: 0

**CARRIED**

**b) RCMP Report for Dec. 2014 and Jan, 2015**  
For Council's information.

- 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 8:38 pm.

  
\_\_\_\_\_  
Mayor

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