

VILLAGE OF MAYO
Minutes of Regular Council Meeting
of Wednesday, November 2, 2016
Village of Mayo Council Chambers

Present

Council: Mayor, Scott Bolton
Councilor Trevor Ellis
Councilor Joann Aird

CAO: Margrit Wozniak

Clerk Treasurer: Barb Barchen

Public: JVC Principal, Ken McGillivray
Kindergarten Teacher, Rosemary Briggs
RCMP Corporal, Karen Olito

Absent: Councilor Richard Ewing
Councilor Blair Andre
Public Works Manager, Scott Hamilton

1. **Call to order**
Mayor, Scott Bolton called the meeting to order at 7:33 pm.

2. **Adoption of the Agenda**

MOTION 2016-11-01

Moved by: Trevor Ellis

Seconded by: Joann Aird

THAT: The agenda of November 2, 2016 be adopted as presented.

In Favour: 3

Opposed: 0

CARRIED

3. **Adoption of the Minutes of the Regular Public Council Meeting of October 19, 2016**

MOTION 2016-11-02

Moved by: Joann Aird

Seconded by: Trevor Ellis

THAT: The minutes of the meetings of October 19, 2016 be adopted as presented.

In Favour: 3

Opposed: 0

CARRIED

4. **Approval of Accounts Payable to September 30, 2016**

MOTION **2016-11-03**

Moved by: Trevor Ellis

Seconded by: Joann Aird

THAT: The Accounts Payable to September 30, 2016 in the amount of \$87,792.64 be approved for payment in total.

In Favour: 3

Opposed: 0

CARRIED

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

a) Third and Final reading of bylaw #314, a bylaw to provide for an indemnity of the Mayor and Councilors of the Municipality of the Village of Mayo.

MOTION **2016-11-04**

Moved by: Trevor Ellis

Seconded by: Joann Aird

Be it resolved

that: Bylaw #314 having been read a first and second time and studied clause by clause now be given third and final reading.

In Favour: 3

Opposed: 0

CARRIED

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

b) Administration

i) CAO Report of Wednesday November 2, 2016

Moved to Item f) **Playschool Items** at this time.

JV Clark School Principal Ken McGillivray and Kindergarten Teacher Rosemary Briggs spoke about the need for equipment and material for the K-4 class. The K-4 and K-5 classes are being split due to large numbers of students in these classes this year. Ken had checked with the Department of Education and there is no suitable equipment or supplies available for a K-54 Class in Whitehorse. The Village has equipment/materials stored in the Nursing Station basement from the time when they operated a Playschool. Council agreed to donate or loan the Playschool items that are suitable to J.V. Clark School. Council requested that the Village receive a list of the playschool items that J.V.Clark will be using. Mr. McGillivray said he would be willing to come every few months to report to council on how things are going in the school. He stated that Lauren Wallingham, the Independent Learning Centre Teacher, is now accepting adult students. Ken McGillivray and Rosemary Briggs left the meeting at this time.

a) Remembrance Day Ceremonies

Charles and Valerie Maier are organizing the Remembrance Day Ceremonies this year. Will Mayor Bolton be available to lay a wreath on behalf of the Village of Mayo?
Mayor Bolton stated that he will be out of town on November 11th. Councilor Andre is currently Deputy Mayor. He will be asked if he is available to lay the Village of Mayo wreath. If he is unavailable, Councilor Ellis agreed to lay the wreath.

b) Mayo River

We received the 2016/17 flow management plan from Mike O'Connor. The Mayo River Sub-Committee will have a conference call on November 8th. Mayor Bolton contacted Mike to let him know that he did not see the need to have YG and YEC come to Mayo this fall to present this winters plan. YG completed a lot of work on the Mayo River this summer. If anything out the ordinary arises, we could request a meeting then.
For Council's information.

c) Opus International

The engineering firm that was/is involved in Mayo's water/sewer and lift station upgrades, Opus Dayton Knight, has become Opus International. See attached email.
For Council's information.

d) Recreation Board Youth Representative

Scott Therriault who has been the Mayo Recreation Board Youth Representative since November 2014 graduated this past summer and is now attending University in Halifax. Tyrell Genier has expressed interest in becoming the Youth Rep. on the Mayo Recreation Board. For Council's consideration.

MOTION 2016-11-05

Moved by: Trevor Ellis

Seconded by: Joann Aird

Whereas the Village of Mayo Council appoints the members of the Mayo Recreation Board, and

Whereas the Mayo Recreation Board has been looking for a youth representative replace Scott Therriault, and

Whereas Tyrell Genier has expressed interest in being the youth representative on the Mayo Recreation Board and the Mayo Recreation Board put his name forward for appointment, now therefore

Be it resolved that: the Council for the Village of Mayo appoint Tyrell Genier to the Mayo Recreation Board.

In Favour: 3

Opposed: 0

CARRIED

The Recreation Coordinator informed us that Ray Sabo has moved away from Mayo. Ray was one of the members representing the Community at Large. Samantha McDiarmid has expressed interest in joining the Mayo Recreation Board.

MOTION **2016-11-06**

Moved by: Trevor Ellis

Seconded by: Joann Aird

Whereas the Village of Mayo Council appoints the members of the Mayo Recreation Board, and

Whereas Ray Sabo, who was a member of the public on the Mayo Recreation Board has moved away from the community, and

Whereas Samantha McDiarmid has expressed interest in being a representative for the Community at large on the Mayo Recreation Board and the Mayo Recreation Board put her name forward for appointment, now therefore

Be it resolved

that: the Council for the Village of Mayo appoints Samantha McDiarmid to the Mayo Recreation Board

In Favour: 3

Opposed: 0

CARRIED

e) Stewart Valley Voice

Michael McGinnis is resurrecting the Stewart Valley Voice Newspaper. The first issue is scheduled to come out the third week of November. I've been asked to write articles on behalf of the Village of Mayo. Does Council have any special items/projects they would like me to mention?

Councilor Ellis suggested a Community Update article from Council, as was promised by the current council during the last election campaign. Council agreed to this. Council also stated that they would like to assist Michael McGinnis if he needed anything pertaining to the Stewart Valley Voice newspaper.

f) Playschool Items

We were approached by J.V. Clark School stating that they have to separate the younger children from the K-4 Class because there are too many young children in the classroom for the teacher to deal with and that they would need some furniture/equipment/supplies for these young children. Councilor Aird mentioned that the Village still has the playschool equipment/furniture in the basement of the Nursing Station that has not been used in quite some time. The Village had already been considering to clean out the equipment/furniture/craft supplies to vacate the premises in the basement of the Nursing Station. For Council's discussion and consideration. Dealt with previously.

g) Request for donation of facilities

NND is requesting the donation of the Community hall and kitchen for the annual Christmas elders/seniors dinner on December 7, 2016.

NND is also combining this dinner with the men/women support group and the general community.

Council agreed to donate the facility for this event.

h) Community Hall Rental Policy

Staff wanted to make Council aware of the additional work that is required when a function is held in Village of Mayo facilities. This additional work and cost is incurred whether the facility is rented out or donated. Village Staff have to check the facility to ensure that it is locked properly and haul away garbage that is usually piled at the back door. Also cleaning does not always get done immediately following a function if the function is taking place on the weekend. This can cause problems if there are facility bookings for the following day. We have several small policies in place pertaining to community centre use, facility rental, events policy, etc. and suggest that one comprehensive policy is being put in place that captures all the various issues that may arise from time to time. For Council's discussion and consideration.

Council would like Administration to prepare a checklist of cleaning duties that must be done after each rental, whether the use of the facility is being paid for or donated. The CAO will draft a new Hall rental policy.

i) ICSP Review

We've put out a tender for review of our ICSP and received 2 bids. For Council's review and possible award of the contract.

Dennis Shewfelt and Ian Robertson (Inukshuk Planning) submitted bids. Dennis Shewfelt had submitted the lower bid of the two.

MOTION 2016-11-07

Moved by: Trevor Ellis

Seconded by: Joann Aird

Whereas the Village of Mayo wants to review and update its Integrated Community Sustainability Plan for 2006, and

Whereas the Village of Mayo put out a tender and received two bids for the review and update of the Village of Mayo Zoning Bylaw, and

Whereas Council and Administration have reviewed the two bids received, now therefore

Be it resolved

that: the Council for the Village of Mayo agrees to hire Dennis Shewfelt to review and update the Village of Mayo Integrated Community Sustainability Plan for the amount of \$18, 900.00 (\$14,000 plus \$4,000.00 for travel expenses plus GST).

In Favour: 3

Opposed: 0

CARRIED

j) Zoning Bylaw review

We've put out a tender for review of our Zoning Bylaw and received 2 bids. For Council's review and possible award of the contract. Dennis Shewfelt and Ian Robertson (Inukshuk Planning) submitted bids. Dennis Shewfelt had submitted the lower bid of the two.

MOTION **2016-11-08**

Moved by: Trevor Ellis

Seconded by: Joann Aird

Whereas the Village of Mayo has updated its Official Community Plan and whereas, Section 287-297 of the Yukon Municipal Act states that the Zoning Bylaw has to be updated within two years of the adoption of Official Community Plan, and

Whereas the Village of Mayo put out a tender and received two bids for the review and update of the Village of Mayo Zoning Bylaw, and

Whereas the Council and Administration have reviewed the two bids received, now, therefore

Be it resolved

that: the Council for the Village of Mayo agrees to hire Dennis Shewfelt to review and update the Village of Mayo Zoning Bylaw in the amount of \$6,300.00 (\$4,200 plus \$1,900.00 for travel expenses plus GST).

In Favour: 3

Opposed: 0

CARRIED

k) New Fire Hall

Rick Kent, YG Project Manager, and Sarah Prodor from Stantec were in Mayo recently to check out the existing Fire Hall and the site for the new Fire Hall to start preliminary discussions about this proposed facility. Mayor Bolton, Councilor and Fire Chief Ellis, the Public Works Manager and the CAO participated in this meeting. For Council's information.

There was some discussion on the pros and cons of having a training room exclusively for Firefighters' use, as opposed to a training room that could also be rented out to other groups.

l) Early Warning Siren

Michael Brandt from Yukon Energy sent an email listing several items YEC would like to discuss with the Village of Mayo pertaining to the early warning siren YEC is planning to install in the community of Mayo. YEC is planning a meeting in Mayo on November 24th and is hoping to be able to meet with Council as well to discuss this issue.

Council reviewed the items YEC listed and decided to wait until they are able to meet with YEC at the end of November to discuss them.

In camera session:

For discussion of the CAO evaluation.

Council decided to discuss this item at the end of the meeting.

MOTION **2016-11-09**

Moved by: Trevor Ellis

Seconded by: Joann Aird

THAT: The Chief Administrative Officer's Report of November 2, 2016 be adopted as presented.

In Favour: 3

Opposed: 0

CARRIED

- ii) **Clerk Treasurer Report**
Nothing presented.
- 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**
a) Monthly Firefighter incentive Draw for October, 2016

MOTION **2016-11-10**

Moved by: Trevor Ellis

Seconded by: Joann Aird

THAT: The monthly fire fighter incentive in the amount of \$100 be paid to Rick Brooker for the month of October, 2016 as chosen by a random draw from the list of eligible volunteer fire fighters.

In Favour: 3

Opposed: 0

CARRIED

b) Cpl. Karen Olito, Mayo RCMP Detachment Commander

Cpl. Olito gave a verbal report to Council, stating that the RCMP calls are down for the month of October. The Mayo RCMP will be holding their annual Christmas Open House on December 2nd.

- 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.

Cpl. Olito and Clerk/Treasurer Barb Barchen left the meeting at this time.

Council returned to the CAO evaluation at this time.

In camera session: For discussion of the CAO evaluation.

MOTION 2016-11-11

Moved by: Joann Aird

Seconded by: Trevor Ellis

THAT: The Village of Mayo Council goes into an in camera session to discuss the CAO Evaluation at 8:42 pm

In Favour: 3

Opposed: 0

CARRIED

MOTION 2016-11-12

Moved by: Trevor Ellis

Seconded by: Joann Aird

THAT: The Village of Mayo Council comes out of their in camera session to discuss the CAO evaluation at 9:10 pm

In Favour: 3

Opposed: 0

CARRIED

MOTION 2016-11-13

Moved by: Trevor Ellis

Seconded by: Joann Aird

Whereas The Village of Mayo Council has discussed and prepared the evaluation for the Chief Administrative Officer, now therefore

Be it resolved

that: the Council for the Village of Mayo approves the evaluation of the Chief Administrative Officer.

In Favour: 3

Opposed: 0

CARRIED

13. Adjournment

The meeting was adjourned at 9:15 pm



Mayor

Chief Administrative Officer