

**VILLAGE OF MAYO
Minutes of Regular Council Meeting
of Wednesday, November 20, 2024
Village of Mayo Council Chambers**

Present Council: Mayor Trevor Ellis
Councilor Brent Chapman
Councilor Chelsea Dolan
Councilor Brett Stauffer

CAO: Margrit Wozniak

Public Works Manager: Aaron Shaban

Clerk-treasurer: Nadja Salzberg

Absent: Councilor Simeon Paschuk

1. Call to order

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

2. Adoption of the Agenda

MOTION 2024-11-21

Moved by: Brent Chapman

Seconded by: Brett Stauffer

THAT: The agenda be adopted as presented.

In Favour: 4

Opposed: 0

CARRIED

3. Adoption of the November 6, 2024 Regular Public Council Meeting Minutes

MOTION 2024-11-22

Moved by: Brent Chapman

Seconded by: Chelsea Dolan

THAT: The meeting minutes of November 6, 2024 will be adopted as presented.

In Favour: 4

Opposed: 0

CARRIED

4. **Approval of Accounts Payable**

Nothing presented.

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

a) Introduction and possible first and second reading of Bylaw #365, Mayo Volunteer Fire Department Bylaw

MOTION 2024-11-23

Moved by: Chelsea Dolan

Seconded by: Brent Chapman

Be it resolved that:

Mayor Trevor Ellis introduce bylaw #365, a bylaw of the Village of Mayo to establish the Mayo Volunteer Fire Department and the procedures to be followed by the Department during the course of their operation.

In Favour: 4

Opposed: 0

CARRIED

MOTION 2024-11-24

Moved by: Brent Chapman

Seconded by: Chelsea Dolan

Be it resolved that:

Bylaw #365 be given first and second reading.

In Favour: 4

Opposed: 0

CARRIED

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

Mayor Ellis informed Council that he had a discussion with MLA Harper recently about the condition of the highway between Stewart and Pelly, the Mayo Nursing Station and that Mayo has been without a Nurse Practitioner for 18 months, and the uncertainty what happens with the visiting doctor.

Mayor Ellis also mentioned that the Mayo Fire Department just completed the annual table top exercise for the Airport. In 2025 a big live exercise is planned for this. Maybe NND would like to participate in this and have one big emergency exercise.

The YEC ice protocol meetings are starting up soon. These meetings are once/week and we talk about how the ice on the Mayo River is forming, or if there is any flooding near the river. YEC forwards weekly Mayo River flow reports to the Village which the CAO then forwards to the Mayor. Councilor Chapman asked that he be forwarded this information as well.

b) Administration

i) CAO Report of Wednesday, November 20, 2024

a) New Councilor Orientation Session

YG has planned for the new Council Orientation Session to take place in Whitehorse on November 29 and 30, 2024. Councilor Dolan is planning to attend. Unfortunately, Councilor Stauffer will not be able to attend since these dates conflict with his work. For Council's information.

b) AYC Board meeting

The AYC Board meeting will follow the new Councilor Orientation Session. It will be held on December 1, 2024 in Whitehorse. Our new AYC Board member Chelsea Dolan will be attending this meeting. For Council's information.

c) FireSmart Proposal

We received a revised firesmart proposal for hand clearing. YG was able to provide an addendum for the additional funds needed to do this project. Therefore, we are able to proceed with this project. I will prepare a motion for Council's approval.

MOTION 2024-11-25

Moved by: Brent Chapman

Seconded by: Chelsea Dolan

Whereas The Village of Mayo has applied to YG for FireSmart Funding for a firesmart project on the east side of the Mayo River dike in the vicinity of the J.V. Clark School, and

Whereas The Village of Mayo was successful in obtaining firesmart funds from YG, and

Whereas one company provided a proposal for the Village's firesmart project, and whereas the proposal is within the allotted funding, now therefore

Be it resolved that the Village of Mayo hire ACE Vegetation Service for the Village's 2024 FireSmart project in the amount of \$40,900 plus GST.

In Favour: 4

Opposed: 0

CARRIED

d) January 2025 Council meetings

The first and third Wednesday of January falls on January 1st and January 15th. I would like to suggest moving the Council meeting dates to January 8th and January 22nd. This will allow Village Staff to prepare the packages in time for the meetings. Then in February we will be back to the regular schedule for Council meetings. For Council's consideration.

MOTION 2024-11-26

Moved by: Brent Chapman

Seconded by: Chelsea Dolan

Whereas the Village of Mayo Council meetings are held the first and third Wednesday of the month, and

Whereas the January 2025 Council meetings would fall on January 1st (Statutory Holiday) and January 15th, and

Whereas January 2025 has 5 Wednesdays in the month, now therefore

Be it resolved that the Council for the Village of Mayo agrees to postpone the January 2025 Council meetings to January 8 and January 22, 2025.

In Favour: 4

Opposed: 0

CARRIED

e) Cyber Attack on Village of Mayo

A hacker managed to install malware on our accounting department computer and our anti-virus protection did not detect this malware. This hacker managed to insert a fake name into the e-transfer vendor list, and was able to withdraw funds over the course of the long weekend in November. When Nadja checked our bank account on Tuesday, following the long weekend, she noticed these unauthorized deductions and informed me right away of this. I immediately contacted our bank to cancel our online banking access. I also informed the RCMP of the theft. Ian, our in-house IT person ran an anti-virus scan on the accounting department computer, as well as all the other computers. He noticed several malware files on the accounting department computer that McAfee had not detected. We are setting up a new system to access the bank, and are researching and then purchasing better virus protection. The banks fraud department will be investigating these fraudulent transactions. Once their investigation is complete, we anticipate that the bank will reimburse the Village for the stolen funds.

For Council's information.

f) Heat exchanger installation

The new heat exchanger is scheduled for installation starting November 19, 2020. Part of this project is also electrical work that will include surge protection for the unit heaters in the Water Treatment Plant. YG is providing the funding for this project via a TPA with the Village, and the Village will be holding the contract. There is also additional work that the Village will be asking the Electrician to do while he is in the community, and the cost of the additional work will be borne by the Village. For Council's information.

g) Christmas Lights Display Contest

As in past years, is Council in support of the Christmas Light's Display Contest for the upcoming Christmas Season. This contest has been supported by the Village, the First Nation of Na-Cho Nyak Dun, and Yukon Energy. Council put \$300 towards the prizes for best light display in the past, NND put \$300 and YEC put \$500 towards this. For Council's consideration.

MOTION 2024-11-27

Moved by: Brent Chapman

Seconded by: Chelsea Dolan

Whereas the Council for the Village of Mayo is in support of having a Christmas Lights Display contest as in previous years, and

Whereas the First Nation of Na-Cho Nyak Dun and Yukon Energy have supported this contest by providing donations towards the prizes, now therefore

Be it resolved that the Council for the Village of Mayo agrees to set aside \$300.00 for the 2024 Christmas Lights Display contest prizes, and

Be it further resolved that the Village of Mayo contact NND and YEC to ask for contributions for this contest.

In Favour: 4

Opposed: 0

CARRIED

h) Joint Council meeting date

I have been in contact with McGarry Selbee. NND Council would prefer the Joint Council meeting to take place on December 11, 2024 at 7 pm at NND Government House. For Council's information.

i) Yukon 125 medal

A letter was sent from Premier Pillai that Trevor Ellis is the recipient of the Yukon 125 medal. For Council's information.

j) Zoning bylaw

This item was tabled from the last meeting. Our consultant Dennis Shewfelt has drafted some suggested changes to our zoning bylaw based on discussions he had with the CAO. For Council's review and discussion.

Mayor Ellis would like to remove items 5.1.8 and 7.6.2 from the suggested changes. Mayo is not able to address unsightly or derelict properties at this time and outside storage in Mayo is not a big issue. Council agreed.

k) Mayo Video

The final billing for the Mayo Video will be \$16,000. We had discussions with the Silver Trail Chamber of Commerce and Tourism Association when they were talking about disbanding to let them know that they could put any remaining funds from their account(s) towards this video. The old STCCA executive has not had a meeting regarding this. This could be an item for discussion with NND to split the cost of the final invoice for the Mayo Video because it benefits all of Mayo.

Council agreed that this can be an agenda item for the Joint Council meeting.

Mayor Ellis would like to see this video attached to any future Job Postings.

This would be helpful for NND and YG job postings as well.

Councilor Dolan stated that she can create a QR code for this video.

MOTION 2024-11-28

Moved by: Brent Chapman

Seconded by: Chelsea Dolan

THAT: The Chief Administrative Officer's Report of November 20, 2024, be adopted as presented.

In Favour: 4

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

Aaron Shaban mentioned that the reservoir shells are almost complete. There will be no cladding or insulation this year. They are covering any penetrations to the tanks and then the project will shut down until next spring.

The Heat Exchanger Project is going well and the unit heaters and surge protection for the heaters are being worked on.

Aaron has been talking to Ryan Brown about a new garage building in the shop yard.

The Public Works Crew is slowly working on a pipe rack, putting a storage shelf into the C-Can.

Aaron also has received a quote for a new bucket for the small backhoe which came in cheaper than anticipated.

Lucas has been training on operating the snow plow. Soon he'll be able to crush empty drums at the landfill and put them with the scrap metal pile.

Full barrels will be shipped to Whitehorse with KBL.

We are still waiting for some cable to get the weigh scale operational.

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 7:50 pm



Mayor


Chief Administrative Officer