

VILLAGE OF MAYO
Minutes of Regular Council Meeting
of Wednesday, October 16, 2024
Village of Mayo Council Chambers

Present Council: Mayor Trevor Ellis
Councilor Brent Chapman
Councilor Simeon Paschuk
Councilor Blair Andre
Councilor Joann Aird

CAO: Margrit Wozniak

Public Works Manager: Aaron Shaban

Clerk-treasurer: Nadja Salzberg

1. Call to order

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

2. Adoption of the Agenda

MOTION 2024-10-12

Moved by: Simeon Paschuk

Seconded by: Brent Chapman

THAT: The agenda be adopted as presented.

In Favour: 5

Opposed: 0

CARRIED

3. Adoption of the October 2, 2024 Regular Public Council Meeting Minutes

MOTION 2024-10-13

Moved by: Simeon Paschuk

Seconded by: Blair Andre

THAT: The minutes of the meeting of October 2, 2024, be adopted with the following changes:

- Add:** 1. Council comments to 6a) b) c)
2. Change the seconder on the last two motions from Joann Aird to the actual seconder.

In Favour: 5

Opposed: 0

CARRIED

4. Approval of Accounts Payable to September 30, 2024

MOTION 2024-10-14

Moved by: Simeon Paschuk

Seconded by: Brent Chapman

THAT: The Accounts Payable to September 30, 2024, in the amount of \$186,672.93 be approved for payment in total.

In Favour: 5

Opposed: 0

CARRIED

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

Nothing presented.

6. a) Mayor's Report

Mayor Ellis wished all the Council members who put their name forward in the upcoming municipal election good luck. Mayor Ellis, who had been acclaimed as Mayor following Nomination Day, said he is looking forward to the next term in Office.

Mayor Ellis mentioned that he did not contact the Minister yet because they are all busy with the fall sitting.

b) Administration

i) CAO Report of Wednesday, October 16, 2024

a) Council Meeting with YEC

We have scheduled a meeting with YEC on October 21, 2024 at 7 pm in Village Council Chambers, as per Council's request. This will be prior to YEC's public open house on October 22, 2024. We have gathered comments from Mayo residents that had trouble with appliances since the constant power bumps occurred.

For Council's information.

Mayor Ellis will be out of town and not able to attend the meeting on October 21st.

YEC is planning a power outage from 4pm – 10 pm on Monday, October 21st. This outage will affect the Village Office/Council Chambers. We will find an alternate location, Ihdzi might be available.

b) YEC Water Update

YEC sent an email informing us of changes in the water flowing down the Mayo River that are necessary for the work at Wareham Dam. From now to early November there will be only 6 cm/s of water to allow them to make repairs to the Mayo B penstock. YEC hopes to have both Mayo A and Mayo B back to normal operations in December 2024.

Concern was expressed about salmon fry with the low water levels.

For Council's information.

c) Old Fire Hall Project

The old Fire Hall building has been removed and the site has been cleaned up. We are waiting for the results from the soil that has been excavated from where the underground fuel tank was located. This soil has been placed on plastic at the landfill until we hear back from the lab. Public Works salvaged the overhead doors and some windows.

For Council's information.

d) CCBF new agreement

We received the new draft CCBF agreement for review. Now the final agreement needs to be signed by YG and the Mayor before we are able to access any of the CCBF funds for our projects that have been approved by CCBF, such as the old Fire Hall demolition.

For Council's information.

e) YG Land Lottery

YG's land lottery for the 5 lots inside the Village of Mayo boundary closed on October 4, 2024. 4 of the 5 lots in Mayo were chosen by applicants. These applicants were Aaron Burnie, Douglas Cooper, Max Trudeau, and Jessica Kwan.

For Council's information.

f) Medical Contract in Mayo

Mayor Ellis had indicated that he would contact Minister McPhee regarding this. Council could also follow up with a letter about the doctor/nurse practitioner position. For Council's consideration.

Mayo has had a visiting doctor from Whitehorse since spring 2024. For the winter months this doctor will offer services via Telehealth.

g) Landfill Scale project

The street light by the landfill attendant shed was installed by YEC on October 5, 2024. We expect that the utility meter will be installed soon.

For Council's information.

Councilor Andre recommends placing directional signage around the landfill scale for entering and exiting the landfill.

h) Mayo Flood Mapping

Aaron Shaban, Ian Spencer and I had a meeting with YG Environment and KGS, the company YG hired to do Mayo's flood mapping project, on October 9, 2024. KGS will be reviewing previous reports, photos about flooding, talking to stakeholders, etc. The final flood map is scheduled to be completed in late 2025.

For Council's information.

i) New Fire Hall

A contractor that YG hired was at the new Fire Hall to do some work on the building. The scope of work is: Replace upper fascia with proper profile; add extended drip to all lower windows and doors; add custom drip, replace sill flashing and install side flashing on clerestory windows; install powder-coated steel protection corners at all garage door sides (60" tall) 10ga material; add flashing over garage door overhang to ensure drainage (large flashing); repair caulking on windows/doors; adjust doors, if possible; caulking repairs to roof penetrations.

For Council's information.

j) Volunteer Fire Fighters honorarium

YG put out a news release stating that they will pay Volunteer Fire Fighters in unincorporated communities \$30.74 per hour, up from \$22 per hour, as of October 1, 2024. The Village of Mayo has not increased honorariums for Volunteer Fire Fighters in a long time and might want to follow YG's lead. If Council decides to increase the MVFD honorariums, we need to revise our Fire Department Bylaw, which needs to go to two meetings to be passed.

Council agreed to revise the Fire Department Bylaw to reflect the increase in honorariums in line with YG's increase, and to increase the monthly honorariums for the Fire Chief, Deputy Fire Chief and Training Officer by approx. 20% as well.

k) Joint Emergency Planning

I received a call from Marc D’Aquino from Holistic. They are waiting for the federal funding to come through. Once this is finalized, he’ll contact us to set up a joint meeting between the Village and FN NND to continue the EMO Plan and Agreement work. For Council’s information.

l) 2024 Municipal Election

October 17, 2024 is Municipal Election Day. The new Council will be sworn in prior to the next meeting on November 6, 2024. There was good voter turnout for the Advance Poll. For Council’s information.

m) Mayo Video Project

The Mayo video is going public. It will be shown at the Fall Feast that NND is organizing for October 12, 2024. The last invoice for this project is \$16,000 to be shared by the First Nation and the Village. For Council’s information.

This video was a big success and had a lot of views already. Village Council asked that this video be referenced for future job postings.

n) Remembrance Day Message

Yukon News contacted us to inquire if the Village would like to include a message to Veterans in the November 6 and 8 issues. Yukon News has partnered with the Royal Canadian Legion, Branch #254 to print and distribute 10,000 copies of the Legion’s annual Remembrance Day supplement. For Council’s consideration.

Council is not in favor of putting an ad in the Yukon News. Advertisements will be placed on local bulletin boards around Mayo for the Remembrance Day Service.

o) Environmental Health Trainee

We have prepared a motion to hire the successful applicant for this position, as discussed with Council at the October 2nd meeting.

For Council’s consideration.

MOTION 2024-10-15

Moved by: Simeon Paschuk

Seconded by: Brent Chapman

Whereas the Village of Mayo had the Environmental Health Trainee position posted for over a year, and

Whereas Clayton McColl who has been employed by the Village of Mayo as Laborer has recently expressed interest in the Environmental Health Trainee position with the goal of becoming a Water Treatment Plant Operator in the future, and

Whereas the Public Works Manager and CAO are recommending Clayton for the EH Trainee position, due to his work and work ethic, and

Whereas a Small Water System Course and hands on lab is just being offered at Yukon University from October 21 to November 1, 2024 and Clayton has agreed to attend this course to get a good introduction into the work that is required as an Environmental Health Trainee, and

Whereas Council discussed the recommendation and is in favor of it, now therefore

Be it resolved that: the Council for the Village of Mayo agrees to hire Clayton McColl as the Village of Mayo’s Environmental Health Trainee once he has completed the Small Water Systems Course and lab, and

Be it further resolved that the Environmental Health Trainee will be paid according to level 10 of the Village of Mayo’s Pay Scale.

In Favour: 5

Opposed: 0

CARRIED

p) Fire Smart Program

We received notice from YG that the Village would be receiving \$25,000 for a Fire Smart Program in September. Once we receive the signed agreement, we are planning to reach out to ACE and the First Nation Wildfire Crew to check on availability. The agreement has still not arrived. For Council’s information.

We have now received the signed agreement and put out an RFP for fire Smart services.

q) Reservoir and Well-Tie in Projects

The latest project meetings about these two projects took place on October 8, 2024.

The reservoir project is expected to be ongoing until December 2024.

For Council’s information.

Aaron Shaban mentioned that we are waiting for a new level logger for Cold Water Well 5. The reservoirs are being worked on, they need two more lifts and the final ring. The contractor did the sprinkler test on the reservoir roof recently. The Village will be responsible to purchase the David Point which is used to lower people into the reservoir for cleaning, maintenance, etc. This item will be the same as for the Dawson Reservoir project.

Human Resources Discussions – In camera session:

r) Landfill Attendant

We had several applicants, held interviews and called references.

For Council's information and further discussion prior to making a final decision for this position.

MOTION 2024-10-16

Moved by: Simeon Paschuk

Seconded by: Brent Chapman

THAT: The Village of Mayo Council goes into an in-camera session to discuss Human Resources at 7:45 pm.

In Favour: 5

Opposed: 0

CARRIED

MOTION 2024-10-17

Moved by: Simeon Paschuk

Seconded by: Brent Chapman

THAT: The Village of Mayo comes out of an in-camera session to discuss Human Resources at 7:55 pm

In Favour: 5

Opposed: 0

CARRIED

MOTION 2024-10-18

Moved by: Simeon Paschuk

Seconded by: Brent Chapman

Whereas the Council for the Village of Mayo had advertised for a landfill attendant, and

Whereas several people applied for the position and attended interviews, and

Whereas the successful applicant has previously been employed by the Village of Mayo as Public Works Student and Student Supervisor, and

Whereas the Village of Mayo Public Works Manager and CAO were pleased with this applicant's work and work ethics and are recommending him for the landfill position, and

Whereas Council discussed the recommendation and is in favor of this applicant, now therefore

Be it resolved

That: the Council for the Village of Mayo agrees to hire Lucas Johnson to be the Village of Mayo landfill attendant, and

Be it further resolved

That the landfill attendant will be paid according to level 10 of the Village's Pay Scale.

In Favour: 5

Opposed: 0

CARRIED

Many of the other Yukon communities are employing several people at the landfill. Village Council wants to start with one employee at the landfill. If it becomes apparent that another employee is needed, a new advertisement will be put out.

s) Landfill Tipping Fees

Now, that the landfill weigh scale is almost operational, Council may want to consider some changes to the tipping fees to make it easier for the landfill attendant operating the scale. I have attached the fee bylaw from the Village of Teslin who now has a weigh scale as well. For Council's consideration.

Village Council would like to schedule a special meeting in the future to discuss landfill tipping fees. For now, Village Council asked that the landfill attendant start by tracking the landfill usage by private and commercial users to establish records for quantities and items that are being dropped off at the landfill and to direct the users to the correct areas to drop off their waste. Star Link still needs to be set up prior to scheduling the training for the operation of the landfill weigh scale.

t) Mayo Street Signage

The highway sign crew is expected in Mayo the week of October 21st to install the new street name signs.

For Council's information.

MOTION 2024-10-19

Moved by: Simeon Paschuk

Seconded by: Blair Andre

THAT: The Chief Administrative Officer's Report of October 16, 2024, be adopted as presented.

In Favour: 5

Opposed: 0

CARRIED

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

MOTION 2024-10-20

Moved by: Simeon Paschuk

Seconded by: Brent Chapman

THAT: The Comparative Income Statement for the month of September 2024 be approved.

In Favour: 5

Opposed: 0

CARRIED

- iii) **Monthly Recreation Coordinator's Report**

Nothing presented.

- iv) **Manager's Report for Environmental Health/Public Works and Protective Services**

Aaron Shaban informed Village Council about the work going on at the Mayo Landfill, at the Water Treatment Plant, and the cleanup at the Public Works Yard. Both unit heaters at the Water Treatment Plant are currently not working, since their mother boards burned out with the frequent power bumps. We are waiting for repairs and for surge protectors for these units. Aaron had a discussion with Ryan, the YG Project Manager to inquire if the funding that had been approved for upgrades at the Public Works Shop could potentially be used for a new Public Works Garage to house Village equipment and vehicles. Leaving them outside in the winter is hard on the equipment and not energy efficient if they need to be running for a long time until they can be operational. Ryan will check into this. The water well levels are a bit low right now with YEC keeping the water levels in the Mayo River low, to allow for repairs to their infrastructure.

- 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**
a) Letter requesting donation of the hall for a community sale
Council agreed to the donation of the Community Hall and Kitchen for the community garage sale on November 2, 2024.
10. **Hearings of Delegations and Individuals**
Nothing presented.
11. **Question Period**
a) Councilor Paschuk asked the rest of Council if we should check into the cost of obtaining a backup generator for the Community Centre? The Village could use the Community Centre as the EOC in an Emergency rather than utilizing the school that has a backup generator. Council agreed that Aaron Shaban should check into the cost of such a generator.
b) Councilor Andre asked if the bank is open again, since the bank had been closed recently due to the bank teller having an accident. The bank is open for 2 days per week and the previous bank teller is working there right now.
12. **New and Unfinished Business**
Councilor Andre stated that he did not put his name forward in the upcoming municipal election. He thanked Council and Staff for the good working relationship he had with them during his term on Council.
13. **Adjournment**
The meeting was adjourned at 8:45 pm



Mayor



Chief Administrative Officer