

VILLAGE OF MAYO
Minutes of Special Council Meeting
of Wednesday, March 26, 2014
Village of Mayo Council Chambers

Present

Council: Mayor Scott Bolton
Councilor Joann Aird
Councilor Kris Pavlovich
Councilor Trevor Ellis

CAO: Margrit Wozniak

PW Manager: Scott Hamilton

Recreation Coordinator: Ian Spencer

Public: Mike Mancini

Absent: Clerk/Treasurer Barb Barchen

1. Call to order

Mayor Scott Bolton called the meeting to order at 7:34 pm.

2. Adoption of the Agenda

MOTION 2014-03-14

Moved by: Trevor Ellis **Seconded by:** Kris Pavlovich

THAT: The agenda be adopted as presented.

In Favor: 4

Opposed: 0

CARRIED

3. Adoption of the Minutes of the Public Council Meetings of March 13, 2014 and March 19, 2014

MOTION 2014-03-15

Moved by: Joann Aird **Seconded by:** Trevor Ellis

THAT: The minutes of the meetings of March 13, 2014 and March 19, 2014 be adopted as presented.

In Favour: 4

Opposed: 0

CARRIED

4. **Approval of Accounts Payable to February 28, 2014**

MOTION 2014-03-16

Moved by: Trevor Ellis

Seconded by: Kris Pavlovich

THAT: The Accounts Payable to February 28, 2014 in the amount of \$124,523.39 be approved for payment in total.

In Favour: 4

Opposed: 0

CARRIED

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

a) Introduction, First and Second reading of Bylaw # 293, a bylaw to set the property tax rate for 2014

MOTION 2014-03-17

Moved by: Trevor Ellis

Seconded by: Kris Pavlovich

Be it resolved that Mayor Bolton introduce Bylaw # 293, a bylaw of the Village of Mayo for setting the property tax rate and minimum tax for 2014.

In Favour: 4

Opposed: 0

CARRIED

MOTION 2014-03-18

Moved by: Joann Aird

Seconded by: Kris Pavlovich

Be it resolved that Bylaw #293, a bylaw of the Village of Mayo for setting the property tax rate and minimum tax for 2014 be given first and second reading.

In Favour: 4

Opposed: 0

CARRIED

b) First and Second reading of Bylaw #294, a bylaw to adopt the annual operating budget for 2014.

MOTION 2014-03-19

Moved by: Trevor Ellis

Seconded by: Kris Pavlovich

Be it resolved that Mayor Bolton introduce Bylaw # 294, a bylaw of the Village of Mayo for adoption of the 2014 O&M budget.

In Favour: 4

Opposed: 0

MOTION 2014-03-20

Moved by: Trevor Ellis

Seconded by: Joann Aird

Be it resolved that Bylaw #294, a bylaw of the Village of Mayo for adopting the annual operating budget for 2014 be given first and second reading.

In Favour: 4

Opposed: 0

CARRIED

c) First and Second reading of Bylaw # 295, a bylaw to adopt the 2014 capital budget and the capital expenditures for the next three years.

MOTION 2014-03-21

Moved by: Joann Aird

Seconded by: Kris Pavlovich

Be it resolved that Mayor Bolton introduce Bylaw # 295, a bylaw of the Village of Mayo adoption of the 2014 Capital Budget.

In Favour: 4

Opposed: 0

CARRIED

MOTION 2014-03-22

Moved by: Trevor Ellis

Seconded by: Joann Aird

Be it resolved that Bylaw #295, a bylaw of the Village of Mayo for adopting the 2014 Capital Budget and for the next three years be given first and second reading.

In Favour: 4

Opposed: 0

CARRIED

6. Acceptance of Reports from the Village

a) Mayor's Report

Mayor Bolton informed Council of the most recent Mayo River Conference Calls that he had participated in. The Mayo River flows had been raised gradually from 15 cu m/sec to 17 cu m/sec. and the contractor had to be called out again to alleviate the flooding that the higher flows caused. The committee discussed this and requested that the flow be lowered down to 15 cu m/sec again. Since it seems that any higher flows than 15 cu m/sec cause flooding, the Mayor stated that he would not support any higher flows and Village Council agreed with him. The Village could follow up with a letter to the Minister stating this.

b) Administration

i) CAO Report of Wednesday, March 26, 2014

a) O&M budget for 2014

I've prepared the 2014 O&M budget for Council's review and possible first and second reading. This item was dealt with previously under the bylaw section.

b) Capital Budget for 2014-17

I've prepared the 2014-17 Capital Budget for Council's review and possible first and second reading. This item was dealt with previously under the bylaw section.

c) Property Tax Rate for 2014

As per Council's instructions, I've prepared the bylaw for the 2014 tax rate, leaving the rate the same as in previous years. For first and second reading of the bylaw. This item was dealt with previously under the bylaw section.

d) Kick the trash campaign

We received an email from Kristina Craig that was forwarded through AYC regarding the "Kick the Trash" campaign. Zero Waste Yukon has received some additional funding from YG to help communities outside Whitehorse benefit from the Zero Waste education campaign. It is mainly focused on unincorporated communities, but they think that the communities can benefit from this also. Info is available at www.zerowasteyukon.ca. Raven Recycling can send someone to the community, work with Recycling Staff, or visit the school if arrangements are made right away because the funding for this is time sensitive. For Council's information. The Public Works Manger will follow up on this.

e) Local jobs in communities

We received an email from AYC which included a copy of the letter sent by the Village of Haines Junction to Minister Dixon regarding their concern that YG jobs in communities are not being refilled, or are being relocated to Whitehorse. For Council's information.

f) Yukon Chamber of Commerce Transportation Committee Workshop

We received an email from Air North that the YCC Transportation Committee will be holding a workshop in Dawson on April 3 and 4, 2014. Agenda is included in the email.

On the second day there will be a discussion about Mayo/Silver Trail issues, road conditions, ground transportation access. I've forwarded the information to the Silver Trail Tourism Association. Is anyone from Council interested in attending? Councilor Aird is the Village of Mayo representative on the Silver Trail Tourism Association. No one from Village of Mayo Council is able to attend this meeting.

g) Greenhouse for Seniors

The Mayo Seniors group has applied and received funding approval for the construction of a greenhouse. Now that the Senior's Residence is being built by YHC, this would be the best location for the greenhouse. The Seniors will be contacting the funder to ask if they can postpone use of the funding to next year. If not, they are hoping to build the greenhouse on skids and store it in the Village of Mayo Public Works Shop yard. Council and Village of Mayo Public Works Staff are okay with this.

h) Former Variety Store lots

We received a proposal from Kris Walters. He is interested in purchasing the old Variety Store lots from the Village of Mayo for \$10,000 to build a single family residence.

For Council's discussion.

Council discussed this proposal and asked Administration to reply to Mr. Walters stating that they are not interested in selling these lots for the construction of a residence, and that they denied the proposal. Council may, however, be interested in considering a proposal to erect and operate a business on these lots since Council wants to see more business development in the downtown core. A business venture in this location could potentially include a caretaker suite.

i) Mayo River Update

Mayo River flow was kept at 15 cu m/sec until March 18, then YEC requested to increase it again and the committee agreed to a 1/2 cu m/sec increase each day with ongoing monitoring of the effects of this increase. The effects of the increase will be discussed at the March 21, 2014 meeting again, at which time it should be up to 16.5 cu m/sec.

We received an email from Councilor Pavlovich regarding the Mayo River conference calls that YG has organized over the past few months. We understand that Councilor Pavlovich will be at the March 26 meeting to discuss his email with Council.

Mayor Bolton informed Councilor Pavlovich that he can get information about the Mayo River during the Council meetings or he can contact him between Council meetings for updates.

The response to the flooding has been in the hands of the Government of Yukon, not the Village, and the Mayor was taking part in the conference calls to ensure that Mayo's concerns were heard.

We were contacted by a company that provides Dam Bags for areas that are prone to flooding. I've obtained the dimensions and cost of these bags. As you can see they are quite costly. The information was also provided to YG EMO by Keymay Industries, Enviro-Pro Geosynthetics.

We received a letter from Environmental Health Services stating that we can reduce the frequency of daily sampling since the threat of flooding has subsided again. However, they want us to continue to monitor and record the water level in our drinking water well.

For Council's information.

j) Local Improvement Charges

In preparation for the water/sewer work that is to commence this summer, Council needs to discuss and decide if they are willing to pay for residential water/sewer line connections up front for householders who need their lines replaced but cannot pay for the work right away. How much is Council willing to spend out of its own funds to get this work completed? What is the time period that Council would agree to have residents pay the funds back to the Village? Council discussed this and decided that for residents who are not able to pay for the full cost of the installation of residential water/sewer lines at the time of installation, the Village would cover the costs up front and the residents would be required to pay the Village back in 5 equal installments. The costs would be added to the property taxes.

k) AYC Nominations for AGM

This item was tabled from a previous meeting. The due date for submission of nominations is April 4th. Does Council have any resolutions in mind they would like to bring forward at the AGM? Any nominations for the Hanseatic Award, the Community Sustainability Award, Employee Award? Motions need to be passed for these nominations. For Council's consideration. Council would like to pass a resolution to have AYC investigate alternate Health Insurance Options. A motion will be prepared for the next meeting.

l) Policy for Annual Cost of Living Increase and annual evaluations

Scott and I have been very busy over the past few months and were not able to find the time to prepare the annual evaluations and cost of living increase information at the beginning of the year. In order to streamline the cost of living increase we suggest a policy (see draft attached) to ensure that our employees receive an annual cost of living increase on January 1st each year as per YG public service rates. For 2014 we suggest to make the cost of living increase active as of January 1, 2014. The evaluations would be best completed at each employee's anniversary date, and the second policy reflects that.
For Councils' consideration.

MOTION 2014-03-23

Moved by: Trevor Ellis

Seconded by: Joann Aird

Whereas the Village of Mayo would like to simplify the operational process for performing the annual evaluations of the Village of Mayo Staff, and

Whereas the CAO has drafted a policy based on common practice for the timing of doing annual evaluations, and

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

Be it resolved that:

The Village of Mayo Council adopt the Annual Evaluations Policy as presented.

In Favour: 4

Opposed: 0

CARRIED

Council discussed the proposed annual cost of living increase policy and had some comments for changes. The policy will be revised for the next meeting.

m) Pool interviews

We received 2 applications for Pool Manager and 13 applications for Pool Lifeguard. Interviews are scheduled for March 25, 2014. For Council's information.

n) Display Item for Binet House

We've been contacted by Karen Nicloux, asking if Council would be interested in purchasing her embroidered butterfly belt for permanent display at the Binet House. Karen stated that she worked many hours on this belt during her recovery from narcotics misuse. She had contacted NND and they were not interested in purchasing this belt.

Karen is also interested in starting up a Narcotics Anonymous Group in our community.

Since she does not live in Mayo on a regular basis, she is looking for a way to travel to the community to make this happen. For Council's information and discussion.

Council discussed this proposal and stated that unfortunately, they are not able to purchase Karen Nicloux's butterfly belt since the price she is asking exceeds the amount that Council is able to pay for an art/craft item to be placed on permanent display at the Binet House.

MOTION 2014-03-24

Moved by: Joann Aird

Seconded by: Trevor Ellis

THAT: The Chief Administrative Officer's Report of March 26, 2014 be adopted as presented.

In Favour: 4

Opposed: 0

CARRIED

ii) Clerk Treasurer Report

a) Comparative Income Statement as at February 28, 2014

MOTION 2014-03-25

Moved by: Trevor Ellis

Seconded by: Kris Pavlovich

THAT: The Comparative Income Statement for the month of February 28, 2014 be approved.

In Favour: 4

Opposed: 0

CARRIED

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

a) **Recreation Coordinator's Report for February/March, 2014.**

Ian presented his report to Council. He informed Council that we will not hear back from CDF regarding the pool project until mid April.

MOTION 2014-03-26

Moved by: Joann Aird

Seconded by: Kris Pavlovich

THAT: The Recreation Coordinator's Report for the months of February and March, 2014 be adopted as presented.

In Favour: 4

Opposed: 0

CARRIED

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

a) **Public Works Manager's Report for the month of February, 2014**

MOTION 2014-03-27

Moved by: Trevor Ellis

Seconded by: Kris Pavlovich

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

In Favour: 4

Opposed: 0

CARRIED

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

Mike Mancini asked Council if they would be open to listening to a business proposal and if they would consider a zoning change if one was required? Council stated that they would be interested in receiving business proposals and would consider zoning changes if required.

11. Question Period

Nothing presented.

12. New and Unfinished Business

Councilor Aird inquired about the new Village of Mayo website and the householder that is supposed to be prepared informing the community that the new website is in operation. Council was informed that this householder will be prepared once Village Staff has the time to figure out how to upload new content to the website which will entice viewers to come back to the website in the future.

13. Adjournment

The meeting was adjourned at 10:23 PM



Mayor



Chief Administrative Officer