

**VILLAGE OF MAYO**  
**Minutes of Regular Council Meeting**  
**of Wednesday December 16, 2020**  
**Village of Mayo Council Chambers**

**Present**

**Council:**

Mayor Scott Bolton via Zoom  
Councilor Joann Aird  
Councilor Carol Knight  
Councilor Trevor Ellis  
Councilor Blair Andre

**CAO:**

Margrit Wozniak

**Public Works Manager:**

Scott Hamilton

**Public:**

RCMP Corporal, Alison Cychmistruk  
RCMP Constable Chris Barr

**1. Call to order**

Mayor Scott Bolton called the meeting to order at 7:30 pm.

**2. Adoption of the Agenda**

**MOTION 2020-12-09**

**Moved by:** Carol Knight

**Seconded by:** Trevor Ellis

**THAT:** The agenda be adopted as presented.

In Favour: 5

Opposed: 0

**CARRIED**

**3. Adoption of the December 2, 2020 Regular Public Council Meeting Minutes**

**MOTION 2020-12-10**

**Moved by:** Carol Knight

**Seconded by:** Trevor Ellis

**THAT:** The minutes of the meeting of December 2, 2020 be adopted as presented.

In Favour: 5

Opposed: 0

**CARRIED**

4. **Approval of Accounts Payable to November 30, 2020**

**MOTION 2020-12-11**

**Moved by:** Carol Knight

**Seconded by:** Trevor Ellis

**THAT:** The Accounts Payable to November 30, 2020 in the amount of \$154,476.39 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.

**Council moved to item 6.b)i)v) Protective Services, at this time**

a) **RCMP Report for November 2020.**

Cpl. Cychmistruk presented the RCMP Report for November 2020 to Council.

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

Mayor Bolton informed Council that he will be attending Council meetings via zoom for a while since he is dealing with some health issues right now.

b) **Administration**

i) **CAO Report of Wednesday December 16, 2020**

a) **Preliminary Budget for 2021**

The preliminary O&M budget for 2021 is attached for Council's review/approval by motion. The final O&M budget will be presented for approval prior to April 15, 2021.

Property & Liability Insurance are expected to go up by 15-20% in 2021.

**MOTION 2020-12-12**

**Moved by:** Carol Knight

**Seconded by:** Trevor Ellis

**Whereas** Section 237 (1) of the Municipal Act states that on or before December 31 in each year, Council shall adopt a provisional operating budget for the next year, and

**Whereas** Section 237 (2) of the Municipal Act states that until an annual operating budget is adopted, no expenditure shall be made that is not provided in the provisional budget as adopted by Council, now therefore

**Be it resolved that**

the Council for the Village of Mayo hereby adopts the 2021 Provisional Operating Budget as presented.

In Favour: 5

Opposed: 0

**CARRIED**

**b) Mayo Infrastructure Priority List**

I have drafted a revised list for Council's review and approval. Once Council approves the priority list for the upcoming 5 years, I will forward it to YG IDB. Council approved the updated Infrastructure Priority List as presented.

**c) Water/Sewer Roads**

We received an email from Gareth Earl. Does Council want him to continue putting out a tender for w/s work this winter for work in 2021. Council agreed to putting out a tender this winter.

**d) AYC Board Mtg info**

Councilor Andre and I attended the AYC Board meeting via zoom on December 5, 2020. Attached are the draft minutes from the AYC Board meeting for Council's information. There was a good discussion about the Energy Retrofit Program and AYC will hire a consultant to look into possible Energy Retrofit Program options.

We received a presentation about a mobile Vet Clinic and AYC will write a letter of support for this. Does Council want to send a letter of support as well? Council did not want to send a letter about the mobile Vet Clinic at this time.

A discussion took place about the Safe Restart Program that will see municipalities and AYC receive additional funds to cover COVID related expenses. We will put the funding in the 2021 budget (for use on technical equipment/ program upgrades, plexiglass, masks, special cleaning supplies, etc.) For Council's consideration.

Council would like the funding to be split between municipalities only.

**e) Fire Hall Project**

The contractor informed us that the project is about 95/96 % completed. Several of the materials have not arrived yet due to COVID delays (ceiling for offices, room divider for training room, etc.). Whidden Construction informed us that the project completion is delayed to January 28, 2021. There will be signage for Fire Hall, a Fire Department Logo, and signage for Yukon Emergency Medical Services. We are currently dealing with NorthwesTel to install the main phone line to the building.

YHC is asking about the new rental agreement and what the monthly charge will be. Will heat and water/sewer charges be borne by the Village or YHC. They have tentatively given YG notice that they might vacate their current office space at the end of January. This date can be changed if the new facility will not be ready to move into. YHC is also asking if they would be responsible for snow removal in the winter and outside maintenance in the summer (grass, flowers, etc.) They would also like to know if the Village will provide a janitor for the rental space, or if they have to do their own cleaning. What about window treatments for the offices? The Village could issue a contract to have the same window treatments installed throughout this new building.

We will have to provide the same information to CIBC and EMS.

There have also been questions if we are planning an official opening ceremony.

Council discussed this and provided answers to the above questions. Due to COVID restrictions on gatherings, Council was not prepared to discuss an official opening ceremony at this time.

**f) Fire Smart funding**

YG is willing to provide \$10,000 in Fire Smart Funding to Municipalities and First Nations. For Council's consideration on how these funds can be utilized.

Possible uses could be to do more firesmarting in the airport subdivision where we left off a few years ago; or Use it for CWPP honorariums, public meetings, etc. Or, give the money back to YG or to NND to run their Fire Smart Program longer.

**g) Commissioner Virtual levee invite**

We received an invitation to the commissioner's virtual levee on January 1<sup>st</sup>.  
For Council's information.

**h) Alexco Resources Covid Protocol**

We received an update from Brad Thrall of Alexco Resources about their latest covid protocol.  
For Council's information. Would Council like to follow up with Alexco regarding this?  
Council did not request a follow-up regarding this.

**i) Letter from Surrey Christian School**

We received a letter from Grade 2 Teachers and students to ask for our help. They will be learning about various communities in Canada and one of them is Mayo. For Council's consideration. Council asked the Administration to forward a book about Mayo, Mayo placemats, etc. to this class to assist them with their studies.

**j) Haines, Alaska, State of Emergency**

We received an email from TIA Yukon to consider donating towards the emergency in Haines, Alaska. Council was not prepared to send a donation at this time.

**k) Public Works Shop Upgrades**

The HVAC system for the Public Works Shop was installed Dec. 7-11, 2020. This work was a code requirement. For Council's information.

**l) WTP Work**

Work on the heat exchanger in the WTP took place from Dec. 7-11, 2020. The new Cold Water Well was drilled from Dec. 8-12, 2020. The propane tanks and fittings inside the WTP were installed early December. The temporary boiler is supposed to be delivered prior to Christmas and installed Jan 11. For Council's information.

**m) Regional Economic Development**

We received an email from a Regional Economic Development Advisor. She mentioned the Regional Economic Development Fund which is meant to support capacity development and regional planning. Is Council interested in discussing this further? Council is not interested in discussing this further at this time.

**n) Covid-19 in the community setting**

There will be a presentation from YG for NND and VOM on December 14, 2020 at 10 am. This session will be about what to expect if there is a case of covid-19 in a community. For Council's information. This zoom meeting had to be postponed to sometime in January due to technical issues.

**o) Annual Fire Department Draw for 2020**

We've been working on compiling the information for Council's consideration of the annual Fire Department Draw. We'll bring the info to the meeting for consideration. Council tabled this item to the meeting in January.

Council may have heard that the Keno Hotel burned down on Friday night, December 11<sup>th</sup>. MVFD members responded with the YG fire truck and fire fighters and Alexco Resources brought water to the site with their water trucks. For Council's information.

**p) Christmas Office Closure**

As in the past years, we will close the Village Office from December 21, 2020 to January 3, 2020. Staff may take vacation, time in lieu, or work during this time.

On behalf of Village of Mayo Staff and Recreation Board members I want to thank Council for providing the annual Christmas Bonus of either a turkey or a ham.

**q) Working on interim Audit for 2020**

Barb and I are working with our Auditors on doing an interim audit for 2020. For Council's information.

**r) In camera:**

To discuss Staffing issues.

This item was postponed to the end of the meeting.

**s) Facility Use**

We received a letter from Charles Maier, asking for use of the Village's kitchen and Curling Lounge for December 21, 2020. Covid protocols and the mandatory mask policy will be followed. The Anglican Church and RCMP plan to prepare and deliver Christmas Dinner to Seniors and vulnerable people in the community. Council agreed to donate the Village facilities for this.

**t) Joint Council info**

We are almost going into the Christmas Break and NND has not returned the signed Fire Protection Agreement, the signed drafted Joint Council letters to the Premier and EHS, or the approved minutes of the past meetings. Council stated that a signed Fire Protection Agreement is important to have in place prior to the start of the new year. Administration will try to contact NND again to get these documents signed.

NND will be receiving approx. \$66,000 CDF funding to upgrade their greenhouse to be able to increase the local food production. For Council's information.

**u) FD MOU**

We received an email from the Fire Marshall, thanking the Mayo Volunteer Fire Department for responding to the Keno Hotel Fire. He also reminded us to review the draft Fire Department MOU with YG and to provide comments. Council is planning to review the MOU in the new year.

**MOTION      2020-12-13**

**Moved by:** Carol Knight

**Seconded by:** Trevor Ellis

**THAT:**                      The Chief Administrative Officer's Report of December 16, 2020 be adopted as presented.

In Favour: 5

Opposed: 0

**CARRIED**

- ii) **Clerk Treasurer Report**
  - a) **Comparative Income Statement as at November, 2020**

**MOTION**      **2020-12-14**

**Moved by:** Carol Knight                      **Seconded by:** Trevor Ellis

**THAT:**                      The Comparative Income Statement for the month of November, 2020 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**  
Scott Hamilton informed Council that the main pipes inside the WTP are 40-50 years old and when the flow meter was installed recently and a valve had to be turned off temporarily, that the valve started leaking when it was turned on again. Scott wanted to bring this to Council's attention because replacing some of these pipes/valves in the WTP may be necessary in the future.
- v) **Protective Services**
  - a) **RCMP Report for November 2020.**  
Dealt with previously.
- 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.

Council discussed item 6. b) i) r) at this time.

**In camera Session:**

To discuss Staffing issues.

**MOTION 2020-12-15**

**Moved by:** Carol Knight

**Seconded by:** Trevor Ellis

**THAT:** The Village of Mayo Council goes into camera to discuss Human Resources at 9:05PM

In Favour: 5

Opposed: 0

**CARRIED**

**MOTION 2020-12-16**

**Moved by:** Carol Knight

**Seconded by:** Trevor Ellis

**THAT:** The Village of Mayo Council comes out of their in-camera session to discuss Human Resources at 9:13PM

In Favour: 5

Opposed: 0

**CARRIED**

Council discussed to a minor change in the Conditions of Employment Bylaw. The bylaw will be revised and brought to a future Council meeting.

**13. Adjournment**

The meeting was adjourned at 9:30 pm.

Deputy   
Mayor

  
Chief Administrative Officer