

**VILLAGE OF MAYO**  
**Minutes of Regular Council Meeting**  
**of Wednesday, February 21, 2024**  
**Village of Mayo Council Chambers**

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

**CAO:** Margrit Wozniak

**Clerk-Treasurer:** Barbara Barchen

**Recreation Coordinator:** Ian Spencer

**Public:** YG Community Advisor, Riel Allain  
Mayo-Tatchun MLA, Jeremy Harper

**Absent:** Councilor Blair Andre  
Public Works Manager Aaron Shaban

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

2. **Adoption of the Agenda**

**MOTION**      **2024-02-05**

**Moved by:** Simeon Paschuk

**Seconded by:** Joann Aird

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

In Favour: 4

Opposed: 0

**CARRIED**

**3. Adoption of the February 5, 2024 Regular Public Council Meeting Minutes**

**MOTION 2024-02-06**

**Moved by:** Simeon Paschuk

**Seconded by:** Joann Aird

**THAT:** The minutes of the meeting of February 5, 2024 be adopted as presented.

In Favour: 4

Opposed: 0

**CARRIED**

**4. Approval of Accounts Payable to January 31, 2024**

**MOTION 2024-02-07**

**Moved by:** Simeon Paschuk

**Seconded by:** Joann Aird

**THAT:** The Accounts Payable to January 31, 2024 in the amount of \$506,954.08 be approved for payment in total.

In Favour: 4

Opposed: 0

**CARRIED**

**5. Introduction and Consideration of First, Second, and Third Readings of Bylaws**  
Nothing presented.

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

Mayor Ellis welcomed MLA Jeremy Harper to the meeting. Mayor Ellis spoke about what VOM is working on and towards: Reservoirs, Water/Sewer, and replacement of the Arena. Housing is also a big issue in Mayo and the Village is looking to acquiring more land for staff housing needs.

Jeremy Harper spoke about the Community Safety officers in Pelly Crossing and how they seem to have been instrumental in impeding drug trafficking in that community. Mayor Ellis stated that he had asked YG a while ago to have an independent needs assessment done.

**b) Administration**

**i) CAO Report of Wednesday, February 21, 2024**

**a) Zoning Bylaw Review Meeting**

The zoom meeting with Dennis Shewfelt to start the review of the Village of Mayo's zoning bylaw is scheduled for February 20, 2024 at 7 pm.

For Council's information.

This meeting took place yesterday.

**b) Meeting with YG Departments**

The meeting with YG Departments (Community Affairs, Infrastructure Development Branch, Land Development, Operations & Programs, Parks & Recreation) is scheduled for Feb. 21 from 4:30-6:30 pm. For Council's information.

This meeting took place prior to the Council meeting.

**c) 7<sup>th</sup> Avenue Extension Project**

We received a revised concept of the proposed residential development from WSP. They would like to receive Council's comments/approval and are hoping to set up a 2<sup>nd</sup> in-person open house in Mayo in March. For Council's consideration.

Council approved the revised concept and is looking forward to the public meeting regarding this proposed residential development.

**d) Talbot Creek Wildfire After Action Review**

YG hired Loomex to do an after-action review of the 2023 Talbot Creek Wildfire.

The consultant is scheduled to be in Mayo on February 19<sup>th</sup> to get feedback from residents that were affected by the wildfire and evacuation. A public meeting is scheduled for February 19, 2024 from 6-8 pm in the Community Hall.

For Council's information.

Loomex conducted interviews and heard comments from the public.

**e) Yukon Energy meeting**

YEC is still in the process of confirming the new date to hold a public meeting regarding their re-licensing project and the meeting with Village Council regarding the Wareham Dam Spillway repairs. These meetings may be at the end of February. Once the date has been confirmed, I'll inform Council.

For Council's information.

The date for these meetings has been set for February 28<sup>th</sup> from 4-5 pm for Council and then from 5-7 pm for the public.

**f) Annual Audit**

The audit of the 2023 Village of Mayo financials is taking place from February 26 to 29, 2024. For Council's information.

**g) Small Water System Training**

Aaron Shaban, our Public Works Manager, is attending the Small Water Systems Course and Lab at Yukon University from February 19 to March 1, 2024.  
For Council's information.

**h) 2024 EMO training sessions**

The most recent Emergency management training sessions were held on February 15 (EOC Kit Overview and Introductions), and February 16 (Operations Section – PW, Trades, ESS).  
For Council's information.

**i) March 6 Council meeting**

CAO Wozniak will be away the week of March 4-8, and Clerk/Treasurer Barchen will be away from March 4-18, 2024. The CAO is able to provide a written report for the meeting and the Administrative Assistant is prepared to take notes during the meeting, if Council wants to proceed with the meeting.

For Council's consideration.

Council wants to proceed with the regular Council meeting on March 6, 2024.

**j) AYC Board meeting**

The next AYC Board meeting will be held on March 16, 2024 via zoom. Councilor Aird is the Village of Mayo's board member and is hopefully available to participate in this meeting. For Council's information.

Councilor Aird is planning to participate in this meeting.

**k) Fire Smart Application for 2024 Project**

I've submitted the application for a Village of Mayo Fire Smart Project to YG as per Council's request. For Council's information.

**l) Arts Fest Application for 2024**

I've submitted the application for the 2024 Mayo Arts Festival to be held July 1, 2024 to YG. For Council's information.

**m) Community Centre Equipment and Maintenance**

We've received complaints from people renting the facility with kitchen about the 60" electric range. Not all burners are operational. We've repaired the range several times over the last 17 years, but the burners in particular do not seem to be made for an industrial operation and the very large and heavy pots that are being used.

The warming trays are also not working properly and need to be replaced.

Ian is obtaining quotes for a replacement range for Council's review and discussion.

Aaron Shaban has been contacting Spectrum regarding the security system and several electrical contractors regarding the fire alarm system to obtain quotes.

The stage doors also need to be repaired properly. We've tried to repair them over the years however, the repairs did not last.

For Council's discussion.

Ian Spencer was present to discuss this item. Ian had obtained several quotes for new industrial 60" kitchen ranges which he shared with Council. Council agreed that a new kitchen range needed to be purchased, as well as the other equipment that had been mentioned. Ian will work on ordering these items.

**n) Office Space Rental Agreements**

The rental agreements with YHC and EMS are due for renewal by March 31, 2024. Does Council have any thoughts about leaving the current rental rates the same or would you like to see an increase to the currently charged rental rates? Should the rental agreements be extended for one year or for 3 years?

Council would like to review the rental rates as well as the yearly O&M for the Firehall where these office rentals are located before making a decision.

**o) Cleaning Contract**

The Village's cleaning contract expires at the end of February 2024. We will put out a notice to ask for proposals to take over the cleaning contract.  
For Council's information.

**p) Chiefs and Mayors Forum**

Mayor Ellis received an invitation to attend the 2<sup>nd</sup> Chiefs and Mayor's Forum on April 18, 2024 from 9 am to 4 pm at Mt. McIntyre Recreation Centre in Whitehorse.  
Mayor Ellis said that he is planning to attend this forum.

**q) AYC letter to Federal Minister of Housing**

We received the letter the AYC President wrote to the Federal Minister of Housing and Infrastructure. For Council's information.

**r) J.V. Clark School Year Book**

We received a request from J.V. Clark School if Council would like to donate to the 2024 J.V. Clark School Year Book? For Council's consideration.  
Council discussed this and agreed to donate \$100 towards the 2024 year book.

**s) Comprehensive Municipal Grant**

Mayor Ellis received a letter from Minister Mostyn regarding the Comprehensive Municipal Grant and AYC's request on behalf of all the municipalities for increased CMG funding for all municipalities.  
For Council's information.

**MOTION 2024-02-08**

**Moved by:** Simeon Paschuk

**Seconded by:** Joann Aird

**THAT:** The Chief Administrative Officer's Report of February 21, 2024, be adopted as presented.

In Favour: 4

Opposed: 0

**CARRIED**

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

**MOTION 2024-02-09**

**Moved by:** Simeon Paschuk

**Seconded by:** Joann Aird

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

In Favour: 4

Opposed: 0


**CARRIED**

- iii) **Monthly Recreation Coordinator's Report**  
Ian talked to Council previously regarding item m) of the CAO's report.
- iv) **Manager's Report for Environmental Health/Public Works and Protective Services**  
Nothing presented.
- a) **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 8:35 pm



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Mayor



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Chief Administrative Officer