

VILLAGE OF MAYO
Minutes of Regular Council Meeting
of Wednesday, June 19, 2024
Village of Mayo Council Chambers

Present Council: Mayor Trevor Ellis
Councilor Brent Chapman
Councilor Joann Aird

CAO: Margrit Wozniak

Public Works Manager: Aaron Shaban

Clerk-treasurer: Barbara Barchen

Public: YG Community Advisor, Riel Allain

Absent: Councilor Blair Andre
Councilor Simeon Paschuk

1. **Call to order**
Mayor Trevor Ellis called the meeting to order at 7:01 p.m.

2. **Adoption of the Agenda**

MOTION 2024-06-12

Moved by: Brent Chapman

Seconded by: Joann Aird

THAT: The agenda be adopted with the following changes:
Add Item 4. Accounts Payable for May 2024

In Favour: 3

Opposed: 0

CARRIED

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

MOTION 2024-06-13

Moved by: Brent Chapman

Seconded by: Joann Aird

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

In Favour: 3

Opposed: 0

CARRIED

4. Approval of Accounts Payable to May 31, 2024

MOTION 2024-06-14

Moved by: Brent Chapman

Seconded by: Joann Aird

THAT: The Accounts Payable to May 31, 2024, in the amount of \$213,354.68 be approved for payment in total.

In Favour: 3

Opposed: 0

CARRIED

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

a) Third and final reading of bylaw #363, a bylaw for the adoption of the conditions of employment for municipal employees'

MOTION 2024-06-15

Moved by: Brent Chapman

Seconded by: Joann Aird

BE IT RESOLVED THAT: Bylaw #363 having been read a first and second time and studied clause by clause now be given third and final reading.

In Favour: 3

Opposed: 0

CARRIED

6. a) Mayor's Report

Mayor Ellis asked about the difference in propane costs for heating the Village's water system from last year to this year. Barb Barchen will print off this information for the next council meeting. Margrit Wozniak stated that there won't be much of a difference due to the fact that the new warm water wells and heat exchanger are operational yet. The local wildfire situation was discussed.

b) Administration

i) CAO Report of Wednesday, June 19, 2024

a) Landfill Scale project

We've been contacted by the YG Project Manager for the landfill scale project. The Village needs to contact Avery, the scale supplier, to purchase the software that is needed to operate the scale, and to arrange for online training once we have the computer and internet access at the landfill attendant shed. Kris Walters has been working on the attendant shed as of June 14th. For Council's information.

b) End of Life Vehicle – Scrap Metal Removal project

Urban Auto will be arriving on June 17th to start our project. I have reached out to NND to pass on Council's request regarding working together on the ELV removal and received a reply from NND. For Council's information.

c) CCBF draft final agreement

We received an email and the final draft agreement for the Canada Community Building Fund. For Council's information.

d) Garage Sale Table Rental Revenue

We still have \$120 from the table rentals in the safe for Council to decide which local group/organization they would like to donate it to. Council decided to donate these funds to the Drop-In Art Night (Run by Barb Barchen for the Mayo Arts Group).

e) Reservoir and Well-Tie in Projects

Wildstone stated that they would like to do something for the community (e.g. BBQ, Playground toys, etc.) For Council's consideration.

f) Fire Alarm for new Fire Hall

The company inspecting our fire alarms said that they were wondering why we did not have a fire alarm system in the new Fire Hall. Is this something that Council would like to check into and have installed? Council would like the Public Works Manager to check into this and obtain a quote.

g) Household Hazardous Waste Day

KBL was at the Mayo landfill on June 8th. They hauled as much as they could, but there is still a number of items they could not take with them because they did not have any more room in their cube truck. For Council's information.

h) Canada Day and Arts Fest

Canada Day festivities and the Mayo Arts Fest will take place on July 1st at the J.V. Clark School Soccer Field. For Council's information.

i) Sale of Surplus Items

The Village of Mayo has several surplus items we would like to put up for sale (old kitchen range, old fire pump, misc. chairs etc. from old Fire Hall, possibly 1998 and 2008 pickups). What are Council's thoughts about these items? Should we add an upset price to any of these items?

Council stated that the surplus items should be put out for sale without an upset price.

j) New public lands legislation

The meeting in Mayo was held on June 12, 2024. Councilor Joann Aird, CAO Wozniak, and two citizens attended this meeting.

Councilor Aird spoke at this meeting on behalf of the Village that it is Council's wish to have lots available to locals first (then within Yukon and then outside of Yukon) as there is a high demand for property/houses in Mayo by locals.

Riel, the YG Community Advisor, said he will pass this along.

k) EPR Engagement

YG sent information regarding the extended producer responsibility.

If anyone from Council is interested in this lunch and learn session on Tuesday, June 18th, I can forward the email to them. For Council's information.

No one from Council was available to participate in this session.

l) In Camera Session for human resources

This item was tabled to the end of the meeting.

m) Pool Hot Water Tank

The large hot water tank at the Mayo Pool is burned out and needs to be replaced.

The Public Works Manager is checking into a replacement hot water tank, or on demand hot water heaters for the pool facility.

Council agreed that this item needs to be replaced right away.

n) Mayo water/sewer project and NND East End

We received an email from NND and the copy of NND's letter to YG Infrastructure and Infrastructure Canada in regards to required water/sewer upgrades in NND's East End. For Council's information.

Council reviewed and discussed this correspondence and feel it is best to leave this issue for discussion and consultation between YG Infrastructure and NND.

At this point Council does not feel it is necessary to further discuss this at a Joint Council meeting.

MOTION **2024-06-16**

Moved by: Brent Chapman

Seconded by: Joann Aird

THAT: The Chief Administrative Officer's Report of June 19, 2024, be adopted as presented.

In Favour: 3

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 mentioned that the Kenworth truck is not working properly. It was not properly repaired last time it had been sent out the Inland Kenworth. Aaron suggested that the Village could send the truck back to Inland Kenworth, or purchase a scanner and program and the mobile mechanic can look at it when he is in Mayo again. A scanner will also be useful for the Village's other equipment. Council agreed to purchasing a scanner. Wildstone inadvertently pulled the telecommunication line over by the Water Treatment Plant down.

Aaron obtained a quote from the "Plumbineers" to replace the Community Centre toilets and urinals with automatic flush ones, as well as replace several other plumbing fixtures in the building. The sinks in the building do not need replacing. Council agreed that these items needed to be replaced.

v) Protective Services

a) Firefighter incentive for May 2024

MOTION **2024-06-17**

Moved by: Brent Chapman

Seconded by: Joann Aird

THAT: The monthly fire fighter incentive in the amount of \$100.00 be paid to Simeon Paschuk for the month of May 2024 as chosen by a random draw from the list of eligible volunteer fire fighters.

In Favour: 3

Opposed: 0

CARRIED

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**
Item 6 b) i) l) In camera session to discuss Human Resources

MOTION 2024-06-18

Moved by: Brent Chapman **Seconded by:** Joann Aird

THAT: The Village of Mayo goes into an in-camera session to discuss Human Resources at 8:16 pm.

In Favour: 3

Opposed: 0

CARRIED

MOTION 2024-06-19

Moved by: Brent Chapman **Seconded by:** Joann Aird

THAT: The Village of Mayo comes out of an in-camera session to discuss Human Resources at 8:20 pm.

In Favour: 3

Opposed: 0

CARRIED

MOTION 2024-06-20

Moved by: Brent Chapman

Seconded by: Joann Aird

Whereas the Village of Mayo's Clerk/Treasurer is retiring in the fall 2024, and

Whereas the Village of Mayo has advertised to fill the position, and interviewed the shortlisted applicant, and

Whereas the Village wants to set the applicant up for success and ensure that the applicant has the necessary skills, by requiring the applicant to complete two online introductory self-directed accounting courses offered by Yukon University by July 31, 2024. The Village will pay the tuition fee of the courses and the applicant will provide the hours, prior to starting job shadowing and hands-on training with Barb Barchen, the Village's current Clerk/Treasurer, and

Whereas Barb Barchen has agreed, when available, to continue to mentor the new employee as an auxiliary on call employee after her retirement, at the same hourly wage as before her retirement, and

Whereas the Interview Committee is recommending Nadja Salzberg for hire on a six-month probationary basis for the Clerk/Treasurer position, and

Whereas if Nadja's evaluation after the six-month probation period is satisfactory, the Village of Mayo is prepared to hire her on a full-time permanent basis, now therefore

Be it resolved that: The Council for the Village of Mayo approves the hiring of Nadja Salzberg as the Village's Clerk/Treasurer for 40 hours per week on a probationary basis as stated above, effective the date of completion of the two introductory accounting courses, at a rate of \$32.66 per hour.

In Favour: 3

Opposed: 0

CARRIED

13. Adjournment

The meeting was adjourned at 8:23 pm



Mayor



Chief Administrative Officer