

**VILLAGE OF MAYO**  
**Minutes of Regular Council Meeting**  
**of Monday March 23, 2020**  
**Village of Mayo Council Chambers**

**Present**

**Council:**

Deputy Mayor Trevor Ellis (by phone)  
Councilor Blair Andre (by phone)  
Councilor Carol Knight  
Councilor Joann Aird

**CAO:**

Margrit Wozniak

**Public Works Manager:**

Scott Hamilton (by phone)

**Clerk Treasurer:**

Jennifer Brooker

**Public:**

NND Chief Simon Mervyn (by phone)  
NND Councilor Barb Buyck (by phone)  
NND Councilor Irene Johnny (by phone)  
NND Councilor Andy Lucas (by phone)  
NND Executive Director Anne Taylor (by phone)  
NND Executive Assistant Bev Brown (by phone)  
RCMP Corporal Robert Drapeau  
Mayo Health Center Nurse-in-Charge, Anthony St-Hilaire

**Absent:**

Mayor Scott Bolton

1. **Call to order**  
Deputy Mayor Trevor Ellis called the meeting to order at 7:34 p.m.

2. **Adoption of the Agenda**

**MOTION      2020-03-04**

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**THAT:**

The agenda be adopted with the following changes:  
12. a) Discussion of COVID-19

In Favour: 4

Opposed: 0

**CARRIED**

**Moved to 12. New and Unfinished Business**

**a) Discussion of COVID-19**

NND Chief, Council, Executive Director, and Executive Assistant joined VOM Council in a discussion about the COVID-19 pandemic and the possible threat to the citizens of Mayo. With input from Cpl. Drapeau and Nurse St-Hilaire, the Councils spoke about staffing issues & staff having enough proper PPE's and disinfecting solutions/wipes; enforcement of self-isolation for people returning from outside Yukon; the effect on Mayo's Elders and Seniors, and homecare workers; Mayo's recreation facilities and recycling center having been shut down; essential services for water, sewer, landfill, fire protection, Ambulance, Health Center, Grocery Store, Liquor Store still being operational; Post Office and Bank operating, but at reduced hours. Concern was expressed about mining operations in and around Mayo and construction crews bringing in staff from outside Yukon and arriving at the Mayo Airport or by road.

Action Items

Nurse St-Hilaire will assist with a letter/house holder providing information for Mayo Citizens. NND is drafting a letter regarding operation of the mines during the Covid-19 pandemic. The Village requested a draft of NND's letter for council's review. Village of Mayo Council will draft their own letter regarding their concerns, that the orders of the Chief Medical Officer of Health have to followed by everyone to safeguard the citizens of Mayo.

NND Chief, Council, and staff left the meeting at 8:20 p.m.

**Moved to 6. v) a) RCMP Report for February 2020**

RCMP Cpl. Drapeau presented the February 2020 Monthly Policing report to Council. RCMP Fiscal Year End is approaching and Cpl. Drapeau discussed the local policing priorities from the current year. The RCMP would like to hear Council's suggestions for policing priorities for the coming year. Council agreed that fighting organized crime, engaging with youth and recreation programming, vehicle maintenance and safety, child car seat safety, and police visibility should be next years priorities.

RCMP Corporal Robert Drapeau and Mayo Health Center Nurse-in-Charge Anthony St-Hilaire left the meeting at 8:37 p.m.

**3. Adoption of the March 4, 2020 and March 18, 2020 Regular Public Council Meeting Minutes**

**MOTION      2020-03-05**

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**THAT:**                      The minutes of the meeting of March 4, 2020 be adopted as presented.

In Favour: 4

Opposed: 0

**CARRIED**

**MOTION**      **2020-03-06**

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**THAT:**                      The minutes of the meeting of March 18, 2020 be adopted as presented.

In Favour: 4

Opposed: 0

**CARRIED**

**4. Approval of Accounts Payable to February 29, 2020**

**MOTION**      **2020-03-07**

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**THAT:**                      The Accounts Payable to February 29, 2020 in the amount of \$289,060.72 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 and possible 1<sup>st</sup> and 2<sup>nd</sup> reading of Bylaw #335, Property Tax Rate for 2020.**

**MOTION**      **2020-03-08**

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**Be it resolved that:**      Deputy Mayor Trevor Ellis introduce Bylaw #335, a bylaw of the Village of Mayo for Property Tax Rate for 2020.

In Favour: 4

Opposed: 0

**CARRIED**

**MOTION**      **2020-03-09**

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**Be it resolved that:**      Bylaw #335 be given first and second reading.

In Favour: 4

Opposed: 0

**CARRIED**

b) Introduction and possible 1<sup>st</sup> and 2<sup>nd</sup> reading of Bylaw #336, O&M Budget for 2020.

MOTION 2020-03-10

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**Be it resolved that:** Deputy Mayor Trevor Ellis introduce Bylaw #336, a bylaw of the Village of Mayo for the O&M Budget for 2020.

In Favour: 4

Opposed: 0

**CARRIED**

MOTION 2020-03-11

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**Be it resolved that:** Bylaw #336 be given first and second reading.

In Favour: 4

Opposed: 0

**CARRIED**

c) Introduction and possible 1<sup>st</sup> and 2<sup>nd</sup> reading of Bylaw #337, Capital Budget for 2020-23.

MOTION 2020-03-12

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**Be it resolved that:** Deputy Mayor Trevor Ellis introduce Bylaw #337, a bylaw of the Village of Mayo for the Capital Budget for 2020-2023.

In Favour: 4

Opposed: 0

**CARRIED**

MOTION 2020-03-13

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**Be it resolved that:** Bylaw #337 be given first and second reading.

In Favour: 4

Opposed: 0

**CARRIED**

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

Deputy Mayor Trevor Ellis thanked all Village of Mayo staff for keeping the municipal operations going during this difficult time.

**b) Administration**

**i) CAO Report of Monday March 23, 2020**

**a) 2020 O&M Budget**

I have drafted the 2020 O&M Budget for Council's review and possible 1<sup>st</sup> and 2<sup>nd</sup> reading of the bylaw. Council has to approve the O&M Budget, the Capital Budget and the Property Tax Rate for 2020 by bylaw, prior to April 15, 2020 and forward the bylaws to the Government of Yukon. Previously Dealt with.

**b) 2020-2023 Capital Budget**

I have drafted the 2020-2023 Capital Budget for Council's review, comments, and possible 1<sup>st</sup> and 2<sup>nd</sup> reading of the bylaw. Previously Dealt with.

**c) 2020 Property Tax Rate**

I have drafted the bylaw for the 2020 Property Tax Rate. Council has kept the assessment rate at 1.46% of the assessed value of the Mayo properties for many years. Based on the 2020 O&M Budget figures, it is recommended to keep the Village's property tax rate the same. For council's review and comments, and possible 1<sup>st</sup> and 2<sup>nd</sup> reading of the bylaw. Previously Dealt with.

**d) Cleaning Contract 2020/21**

Our existing cleaning contract ends March 31, 2020. I have inquired with the contractor if she is interested in continuing the contract for another year, and she said that she is interested in doing this. Therefore, I recommend we extend the contract for an additional year. For Council's consideration.

Council agreed to extend the contract for another year.

**e) Mayo Pool Update**

Village Staff had a conference call with Mike Ukrainetz, the YG Project Manager, regarding the pool project. YG has not received approval for funding from the Federal Government to date. This is expected to happen end of March or in April. There is a significant lead time to get the boiler ordered. In addition, there would be time issues doing all the repairs that Environmental Health has ordered us to complete prior to issuing a pool operating permit for the 2020 season to line up a contractor to do the repairs. Since all the pools in the Yukon received similar inspection reports, there will be competition for the company(s) that are in the business of doing pool repairs. An added issue is the COVID-19 pandemic and that the Chief Medical Officer of Health for the Yukon has ordered all the Recreation Facilities, Community Centers, Curling Rinks, Arenas, Fitness Centers, Libraries, etc. must be closed until further notice. Schools will also be kept closed until April 15 and maybe longer. In discussions with Mike we came to the conclusion that it might be best to keep the pool closed this summer to do all the required repairs and to re-open next summer, when hopefully the threat from the COVID-19 pandemic has passed. For Council's discussion and comments.

Council would like to work with YG to get the funding from the Federal Government and complete the upgrades as requested by Environmental Health. If the work can be completed and an operating permit received prior to the end of the pool season, Council would like to open the pool, even if it is for a short period of time.

**f) Snow and Ice Control Policy**

Following up on Council's discussion from the last meeting, I've drafted a "Snow and Ice Control Policy" for Mayo, based on the City of Whitehorse's policy. For Council's review and comments. This item was tabled to the next meeting.

**g) Covid-19 Policy**

We participate in daily conference calls with YG and with Brendan Hanley, Yukon's Chief Medical Health Officer. Yukon's Chief Medical Officer of Health declared a public health emergency under Section 4.3 of the Public Health Act on March 18, 2020. We were advised to close all public indoor recreational facilities until further notice. (Community Hall, Curling Lounge, Hockey Arena, Fitness Centre and associated programming have been cancelled.) We have closed the Village Office doors and are asking customers to call ahead rather than just coming to the office. We received COVID-19 response documents from Victoria Gold, Alexco, and Whidden Construction for Council's information.

Other Yukon Municipalities have closed offices to the public and closed their Recreation Facilities, as well as their Recycling Facility.

We will be putting information about the Covid-19 pandemic and how it affects us in the community onto our website.

I've drafted a Covid-19 policy for Council's review, discussion, and consideration.

The Recycling Center is closed as of today, following an announcement that Raven Recycling will be closing this week. The Recycling Assistant has been laid-off. The Auxiliary Recycling Coordinator will be retained to clean up the back-log in the building and yard.

Council reviewed the policies from Victoria Gold, Alexco, and Whidden Construction.

Council is waiting on direction from YG in regards to when Whidden Construction can travel to the Yukon and start construction with COVID-19 restrictions in place.

Council reviewed the Covid-19 policy drafted by the CAO. Council would like to extend the Special Leave to cover 14-day self-isolation of any employee who left the territory before the Yukon Government declared a public health emergency, under the condition that the employee is in self-isolation and is following the guide-lines set out by YG for self-isolation.

**h) Lot Development Update**

We've informed Kevin Fisher, the Project Manager, that Council would like that YG keeps the costs of the lots reasonable. This could be achieved by not installing water/sewer stubs at all the lots that are scheduled to be put up for sale, especially the ones that are in a swampy area on Block 11. YG agreed to put a 5-year timeline for development on lots. We also told Kevin that purchasers of the lots must connect the lots to the Village's water/sewer system, no wells or pit privy's will be allowed.

For Council's information.

Council had a brief discussion about the lots on Block 11. Council stated that if the lots are deemed not developable due to poor ground conditions, they would like to have the lots tuned over to the Village and keep them as green space.

**i) Solid Waste Regulations**

We received an email from our Community Advisor. She checked if there had been consultations when YG Environment amended the Solid Waste Regulations. Her email is attached for Council's information.

**j) AYC AGM Update**

AYC executive and staff met recently regarding the upcoming AGM and the current implications of COVID-19. There is a good chance that the AGM will need to be cancelled. If this is the case the AGM business meeting will be done via zoom and the 2021 AGM would then be held in Watson Lake. AYC is asking if Council has any resolutions to bring forward to the AGM. For Council's information.

**k) HR meeting date**

Our next scheduled meeting date is April 2, 2020 at 6 pm. For Council's information. Council Ellis will still be on Self-Isolation and will call in. Councilor Andre would also prefer to call in.

**MOTION      2019-03-14**

**Moved by:** Carol Knight

**Seconded by:** Trevor Ellis

**THAT:**                      The Chief Administrative Officer's Report of March 23, 2020 be adopted as presented.

In Favour: 4

Opposed: 0

**CARRIED**

**ii) Clerk Treasurer Report**

**a) Comparative Income Statement as at February 29, 2020.**

**MOTION      2020-03-15**

**Moved by:** Carol Knight

**Seconded by:** Joann Aird

**That:**                      The Comparative Income Statement for the month of February 29, 2020 be approved.

In Favour: 4

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 all Village of Mayo Recreation Facilities have been closed and locked. The curling ice plant has been turned off. YG Facilities Management has changed the lock to the fitness room.

Public works is monitoring the melting snow to insure there is no flooding. Two pumps have been purchased so water can be pumped and diverted from houses.

The Ambulance storage area in the Firehall has been cleaned by the local EMS Manager. In order to keep the Ambulance sterile, the Fire Hall is closed to the MVFD members unless there is a fire call. The staff working at the RRC and Bank have been informed and are able to use the washroom but asked not to enter the Fire Hall. Public Works is working on setting up a hose in the washroom to fill a bucket so the tenants are able to clean their offices.

It was also mentioned that most of the EMS crew is in self-isolation. The Fire Department's Volunteers have been asked to assist EMS when needed.

**v) Protective Services**

**a) RCMP Report for February 2020**

Previously Dealt with.

**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**

**a) Discussion of COVID-19**

Previously Dealt with.

**13. Adjournment**

The meeting was adjourned at 9:55 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer