

**MINUTES OF THE REGULAR MEETING 10-05 OF COUNCIL FOR THE VILLAGE OF CARMACKS HELD AT 7:30 PM ON TUESDAY, MARCH 2, 2010 IN THE MUNICIPAL COUNCIL CHAMBERS**

**PRESENT:** Mayor E. Wyatt

Councillors: S. Wheeler, K. Gage, T. Wheeler, Lee Bodie,  
Staff: CAO C. Bellmore & P. McKenny

**PUBLIC:** (1)

**ORDER:** Mayor Wyatt called the meeting to order at 7:30 PM

**AGENDA:** Council reviewed the agenda.

**272/10 M/S T. Wheeler / L. Bodie make motion that the agenda be adopted as amended.**  
Under New and Unfinished Business add  
3. Resident quotes for vehicle repair - In Camera  
4. Hiring Committee for CAO term position

**CARRIED**

**273/10 M/S K. Gage / T. Wheeler make motion to adopt the minutes for the regular meeting of February 16, 2010 as amended.**

**CARRIED**

*REPORTS – L. Bodie*

It has come to the attention of AYC that this accounting firm *couldn't complete the Audit in time for the AGM* and they would only do the Financial Statements.

**DELEGATION**

Robert Wirth, Program Manager for the new Waste Water Treatment Plant inherited the project about 8 ½ months ago wanted to update Council on the WWTP to date. Mr. Wirth is very happy with the reports back on the Quality of the discharge and the overall operation of the plant.

Mr. Wirth said that the deficiencies outstanding at the building are small but he is on top of them. The larger scope of work left to do is; the Decommissioning of old plant, Cover and Beautification of the Lift Station, Grading / Landscaping at new plant, and Signage for the new plant. These four items are the focus for this spring. Mr. Wirth is waiting for a quote from Quest Engineering and should have it by mid-March and the designs are to be done by the end of April. Mr. Wirth would like council to review the plans and communicate any changes or alteration back a.s.a.p. so that the work can start quickly.

Councillor Gage asked how much money is left for the finishing of the project. Mr. Wirth stated that the project is over budget but that these items are still within the scope of the project.

Mayor Wyatt asked Mr. Wirth to please cc her on any emails sent to CAO Cory Bellmore because she will be out of town.

CAO Bellmore asked Mr. Wirth about installing a light at the lift station, keeping the existing well in operation and the installation of heat trace line on the stack to stop ice

build up. Mr. Wirth spoke with Public Works Foreman Leo DesRoches about these concerns earlier in the day and they have been noted. Mr. Wirth informed Council and Mr. DesRoches that the Lift Station can't be totally enclosed.

Mayor Wyatt asked about the Bar Screen operation that it is not working correctly. Mr. Wirth answered that YG is holding back monies for deficiencies that haven't been completed by Quest. The next step will be for YG to do the work themselves and charge it back to Quest. CAO Bellmore wanted to remind Mr. Wirth that there are a few man holes along River Dr. that are too deep and to please keep those on the list also. Mr. Wirth noted the issue.

Mr. Wirth then asked Council about locating Signage for the WWTP. Council thought that it should be either on the building or near the building and not at the edge of the road. Mr. Wirth asked Council if he could get a list of Contractors in Carmacks that would be qualified to do some of these smaller jobs. CAO Bellmore said she would put the names together for him.

CAO Bellmore asked if Mr. Wirth if he could forward the original Operating Cost Estimate to her so that a cost comparison of the first few months of operation to the operation estimate. CAO Bellmore also asked that the Actual Cost of the WWTP building only be sent for Insurance purposes. Robert Wirth said that he will send these along to Cory and cc Mayor Wyatt as well.

Councillor Gage asked Mr. Wirth what the life of the WWTP would be. Mr. Wirth said approximately 20 years + or -.

CAO Bellmore asked Mr. Wirth about the Occupancy Permit and if the Alarms are working. Mr. Wirth has been in contact with KETZA Construction about the occupancy permit work to be completed and as for the Alarms they should be complete but he will double check on that and let CAO Bellmore know.

Mayor Wyatt asked Mr. Wirth when the Village could plan for a Grand Opening of the WWTP. Mr. Wirth thought that things should be wrapped up by the end of June or first of July. CAO Bellmore thought that August would be a good time and council will consider a date in August at a later meeting.

Robert Wirth left the meeting at 8:10pm.

CORRESPONDANCE - none

## REPORTS

Mayor Wyatt participated in a teleconference call with the Freegold Users Group on Feb. 25<sup>th</sup> it was good to stay connected with the group. Has a Library Board meeting on March 3<sup>rd</sup> and a Recycling meeting on March 4<sup>th</sup>.

Mayor Wyatt is still concerned about the implication of the new quarterly payments from the Comprehensive Municipal Grant but this is on the agenda to discuss later.

Mayor Wyatt wished to relay a message from Volunteer Quest Coordinator Doris Hansen that she was very grateful to the Recreation Staff for assisting in the event again this year.

Councillor S. Wheeler attended the Northern Energy Solutions Conference on Feb. 16<sup>th</sup> they talked about different fuel types i.e. Biomass fuel, and Pellet fuel, etc. Couldn't attend the 17<sup>th</sup> because of a family commitment. Missed a Recreation Brd. meeting that she wasn't aware of.

Councillor Gage asked Mayor Wyatt if there was an interagency meeting recently and if it was attended. Mayor Wyatt said yes that she had attended it but was not sure of the date, the next meeting is on March 15<sup>th</sup> and a mock disaster exercise is being worked on for April 16<sup>th</sup> for the community. Councillor Gage will be attending the AYC meeting. Attended the School Council meeting on Mon. March 1st, attended the Water Board meeting today it was the last day for this session, and will be attending the Recycling Society AGM on Thursday the 4<sup>th</sup>.

Councillor T. Wheeler has a C.T.T.S. meeting scheduled for Thursday March 3<sup>rd</sup> but is not sure if it is still a go because of the financial issues but will checking into it.

Councillor L. Bodie will be attending the AYC meeting in Teslin on March 20<sup>th</sup> and is hoping the issue of the Comprehensive Grant will be top of the list for discussion.

CAO Bellmore will meet with Jonathan of BDO Dunwoody tomorrow to discuss how the Financial Audit is going. CAO Bellmore also participated in the teleconference call with the Freegold Users Group and found it very informative. Public Works Forman DesRoches and CAO Bellmore met with Yukon Electric today to talk about re-routing the hydro from in front of the Roadhouse to behind it temporarily during the Nordenskiold bridge work. The week of March 15<sup>th</sup> to 19<sup>th</sup> CAO Bellmore will be attending EMO training that focuses on business continuity during an emergency. Then will be going to Teslin for the AYC meeting on the 20<sup>th</sup>.

CAO Bellmore and staff are still working on the TCA and the Financial Audit, the first phase of the contribution agreement is due on March 31.

**274/10 M/S S. Wheeler / K. Gage make motion to accept the reports as presented  
CARRIED**

#### ACCOUNTS PAID AND PAYABLE

**275/10 M/S T. Wheeler / S. Wheeler make motion that the February 24th payroll of \$19299.54 being direct deposits along with (cheques numbered 19342-19348) and accounts payable of \$16714.28 (cheques numbered 19349-19372 with cheque # 19341 being spoiled) be accepted.  
CARRIED**

BY LAWS - none

#### NEW AND UNFINISHED BUSINESS

Item 1. This Council acknowledges Mayor Durochers letter and we will be working with AYC and the other communities to address these common issue. (i.e. Item #2)

Item 2. AYC Resolution re: CMG funding change

Mayor Wyatt expressed concern that large project payments due do not always come in a quarterly fashion so we would be tapping into our reserves to pay bills. Other communities may not even have reserves to use. Mayor Wyatt is hoping that all the Yukon communities will be attending the AGM for AYC to work together on this issue.

CAO Bellmore has two issues that this new payment policy will create. First issue is that the Village will need to report quarterly to receive our money which in turn creates more work load for the office. The second issue is the Yukon Government willing to work with the communities to assist them if they have large projects that need extra cash flow on a temporary basis.

Mayor Wyatt will speak with Mayor Nassipoulos about the resolution to AYC to clarify some of the wording and the concerns that the Village of Carmacks has on the CMG issue.

Item 3. Quotes for Vehicle Repairs.

- 276/10 M/S K. Gage / T. Wheeler make motion to go IN CAMERA – re: Personnel CARRIED**
- 277/10 M/S K. Gage / T. Wheeler make motion to come OUT of CAMERA. CARRIED**
- 278/10 M/S L. Bodie / K. Gage make motion to forward this claim to our insurers AON Reed to address and that the deductible be paid to AON Reed as required.**

Item 4. Hiring Committee

- 279/10 M/S S. Wheeler / K. Gage make a motion to set up a hiring committee to hire a CAO for the term position posted to cover existing CAO Bellmore's upcoming leave.**

Mayor Wyatt stated that 5 or 6 applications have been received for the Term Position of CAO. Mayor Wyatt asked council who is interested in working on the hiring committee. Councillors S. Wheeler, K. Gage and T. Wheeler will all work with Mayor Wyatt in conjunction with CAO Bellmore to hire a new CAO. Booked Thursday March 4<sup>th</sup> at 5pm to meet and start the screening process.

- 280/10 M/ K. Gage to adjourn at 8:55 PM.**

Mayor Wyatt adjourned meeting at 8:55 PM.

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Elaine Wyatt  
Mayor

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Cory Bellmore  
CAO