

Agenda 22-20

Regular Meeting of the Council of the Village of Carmacks, Yukon to be held in the Council Chambers of the Carmacks Municipal Building at 7:00 PM on Tuesday, October 18, 2022.

1. CALL TO ORDER

2. AGENDA

(motion to adopt)

3. ADOPTION OF MINUTES

(motion to adopt)

3.1 Regular meeting of October 4, 2022

4. DELEGATION

5. CORRESPONDENCE

5.1 Canadian Armed Forces

6. REPORTS

6.1 Council Activity Reports

6.2 Mayor Report

6.3 CAO Report

6.4 AYC

7. ACCOUNTS PAID AND PAYABLES

8. BYLAWS

8.1 281-22 CAO Appointment Bylaw

8.2 282-22 Auditor Appointment Bylaw

(motion to adopt)

9. NEW & UNFINISHED BUSINESS

9.1 Council Indemnity Bylaw 273-21 – Deductions for Missed Meetings

10. QUESTION PERIOD

11. INCAMERA

(motion to go in and out of session and recorded time)

12. ADJOURNMENT

In order to comply with territorial regulations to reduce the risk of COVID-19 virus transmission, Council Chambers is closed to the public, who are invited to attend through Zoom web or teleconferencing.

Remote Attendance at Council Meetings

In order to comply with territorial regulations to reduce the risk of virus transmission, the public is invited to attend Council Meetings remotely through Zoom. Access is available either via internet or via phone (see instructions below). Please note that participants will be automatically muted, and the video function will not be enabled. Council Chambers will not be open to the public. If you are unable to access a phone or the internet, please contact the Village to discuss arranging remote access.

Access Instructions for Regular Council Meetings:

Meeting ID: 719 907 0780

Passcode: 643780

Call In +1 253 215 8782

COMPUTER *(Participants do not need an account but will need to download the Zoom app when prompted.)*

To join through the computer, use this link:

<https://us02web.zoom.us/j/7199070780?pwd=NTIUOWRwZnFuNEc5ZzBKWVJuWFkrUT09>

FW: Presentation - Canadian Armed Forces



Lisa Teggarty

To Village of Carmacks Admin

Reply Reply All Forward

Thu 10/13/2022 12:00 PM

Start your reply all with:

[Will do.](#) [Got it!](#) [I will add it.](#) Feedback

From: Kassandra.O'Rourke@forces.gc.ca <Kassandra.O'Rourke@forces.gc.ca>

Sent: October 11, 2022 5:19 PM

To: Mayor <mayor@carmacks.ca>

Cc: Justin Lachance <jlachance@carmacks.ca>; Doris Hansen <dhansen@carmacks.ca>; Helena Belanger <hbelanger@carmacks.ca>; Village of Carmacks Recreation <recreation@carmacks.ca>; Lisa Teggarty <cao@carmacks.ca>

Subject: Presentation - Canadian Armed Forces

Hello,

I am Lieutenant (Navy) Kass O'Rourke, Detachment Commander at the Canadian Armed Forces Recruiting Centre – Pacific.

The Canadian Armed Forces (CAF) conducts annual visits in the Yukon to discuss career options at schools, events, and sometimes Friendship Centres. I wish to know if it would be possible to have CAF recruiter(s) come to a location near you to provide information to your community and/or Gr 10-12 students about CAF career opportunities, subsidized education entry programs, and/or indigenous summer programs. We will be in Carmacks on Oct 27th and could make presentations between 09AM-5PM on any of those days.

I hope we can make this happen and I look forward to hearing back from you.

Thank you!

Lt(N) / Ltv Kass O'Rourke

they/them

Detachment Commander, Canadian Forces Recruiting Centre Pacific / Detachment Vancouver

Canadian Armed Forces

Kassandra.O'Rourke@forces.gc.ca / Tel: 604-694-6390 extn: 6304

Commandant de Détachement, Centre de recrutement des Forces canadiennes du Pacifique / Détachement Vancouver

Forces armées canadiennes

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M/L	T/M	W/M	T/J	F/V
	Office		Office	Office



Village of Carmacks

BY-LAW 281-22

A BY-LAW TO ESTABLISH THE POSITION OF CHIEF ADMINISTRATIVE OFFICER AND TO MAKE PROVISION FOR APPOINTMENT.

Whereas pursuant to section 183 of the Municipal Act, Chapter 154, RSY 2002, the council of the Village of Carmacks must establish by bylaw the position of Chief Administrative Officer and must appoint a person or persons to that position; and

Whereas the council of the municipality deem it proper and expedient to appoint a chief administrative officer and to enter a contract of employment with that person;

Now Therefore, the Council of the Village of Carmacks, in open meeting assembled, hereby **ENACTS AS FOLLOWS:**

1. This by-law may be cited as the "Chief Administrative Officer Bylaw".
2. The position of Chief Administrative Officer of the Village of Carmacks is hereby established.
3. The Chief Administrative Officer shall be appointed by bylaw and shall hold office at the pleasure of council and in accordance with such terms and conditions of employment as may be established by agreement between the council and the Chief Administrative Officer.
4. The Council of the Village of Carmacks appoints Lisa Teggarty as the Chief Administrative Officer for the Village of Carmacks.
5. This appointment is effective August 1, 2022.
6. The Chief Administrative Officer shall have signing authority on behalf of the Village of Carmacks.

By-law #246-18 is hereby repealed.

Read a first time this 4th Day of October, 2022.

Read a second time this 4th Day of October, 2022.

Read a third and final time this 18th Day of October, 2022.

Lee Bodie
Mayor

Lisa Teggarty
Chief Administrative Officer



Village of Carmacks

BY-LAW 282-22

A BY-LAW FOR THE VILLAGE OF CARMACKS IN THE YUKON TERRITORY TO PROVIDE FOR APPOINTMENT OF AN AUDITOR.

WHEREAS the municipal Act, being Chapter 154 of the Revised Statutes of the Yukon, 2002 and amendments thereto, Section 256 requires that the Municipal Council shall by bylaw appoint as auditor one or more persons, or a firm of auditors, qualified to practice as auditors;

NOW THEREFORE the Council of the Village of Carmacks, duly assembled, hereby enacts as follows:

SHORT TITLE

1. This bylaw shall be cited as the "Auditor Appointment Bylaw"

INTERPRETATION

2. In this bylaw 'auditor' means a qualified person or persons, or a form of auditors, qualified to practice as auditors.

PROVISIONS

3. The firm of

Metrix Group LLP
12840 St. Albert Trail
Edmonton, AB
T5L 4H6.

are hereby appointed.

ENACTMENT

4. Bylaw #276-21 is hereby repealed.
5. This bylaw shall come into full force and effect upon the final passage thereof.

READ A FIRST TIME THIS 4th DAY of October 2022.

READ A SECOND TIME THIS 4th DAY of October 2022.

READ A THIRD TIME AND FINALLY PASSED THIS 18th DAY of October 2022.

Lee Bodie
Mayor

Lisa Teggarty
Chief Administrative Officer



Village of Carmacks

By-law 273-21

A BY-LAW OF THE VILLAGE OF CARMACKS IN THE YUKON TERRITORY TO PROVIDE FOR THE INDEMNITIES TO BE PAID AND EXPENSES TO BE REIMBURSED TO THE MAYOR AND COUNCILLORS

WHEREAS Section 173 of the Municipal Act, being Chapter 154 of the Revised Statutes of the Yukon 2002 and amendments thereto, provides that a council may by by-law establish the types, rates, and conditions of payments to be made to or on behalf of members of the council, members of council committees, or other persons; and

WHEREAS the Council deems to provide for compensation for attending meetings and attending to other municipal duties, of which a specified portion may be an allowance for expenses incidental to those duties; and

WHEREAS the Council deems to provide for expenses incurred while attending meetings and other municipal duties, and

WHEREAS the Council deems to provide for payments for any other purpose relating to the person's municipal duties that the council deems appropriate.

NOW THEREFORE the Council of the Village of Carmacks in an open meeting duly assembled enacts as follows:

1. SHORT TITLE

This bylaw may be known as the "Council Indemnity and Expense Bylaw".

2. DEFINITIONS

In this bylaw:

"Council Member" means any member of council who has been elected, acclaimed, or appointed to serve as a councillor or mayor and has been sworn to office.

"Councillor" means a member of council who has been elected, acclaimed, or appointed to serve on council and has been sworn to office.

"Mayor" means the chief elected official sworn to office following the most recent municipal election or having been so appointed by council.

"Deputy Mayor" means a Councillor acting in the place of the Mayor, when they are absent. This position is alternated by Councillors on a six-month rotation, pursuant to the provisions of the Municipal Act.

"Chief Administrative Officer" means the Chief Administrative Officer of the Village of Carmacks or designate.

"Indemnity" means the total annual payment made to council members.

“Expenses” means any expenditure made in the performance of municipal business approved by resolution of council if the council member is absent from the community.

“Per-diem” means additional expenses for time to attend to meetings our council duties above regular council meetings.

“One week” means seven (7) calendar days.

3. ADMINISTRATION

Council appoints the Chief Administrative Officer to administer this bylaw.

4. GENERAL PROVISIONS

- a. The annual indemnity for the Mayor shall be fourteen thousand six hundred sixty six dollars (\$14,666.00).
- b. The annual indemnity for each Councillor and the deputy mayor shall be eleven thousand seven hundred thirty-three dollars (\$11,733.00).
- c. The annual indemnity will be paid to Mayor and Council in twenty-six (26) equal payments. Payment will be made by direct bank deposit.
- d. The Deputy Mayor, upon performing the duties of Mayor for a period in excess of one week, shall be compensated as per the Mayor’s indemnity for the whole acting period.

5. DEDUCTIONS FOR MISSED MEETINGS

- a. A twenty-five percent (25%) deduction will be made from the Bi-weekly Payment if one (1) Regularly Scheduled Council Meeting or other scheduled meeting is not attended by the Council Member, unless the reduction is waived by Council Resolution
- b. A fifty percent (50%) deduction will be made from the Bi-weekly Payment if two (2) consecutive meetings whether they be Regularly Scheduled Council Meetings or other scheduled meetings, or a combination thereof, are not attended by the Council Member, unless the reduction is waived by Council Resolution
- c. A one hundred percent (100%) deduction will be made from the Bi-weekly Payment if three (3) consecutive meetings, whether they be Regularly Scheduled Council Meetings or other scheduled meetings, or a combination thereof, are not attended by the Council Member, unless the reduction is waived by Council Resolution

6. REVENUE CANADA DEDUCTIONS

- a. All lawful Revenue Canada deductions will be deducted from the Bi-Weekly Payment and remitted to Revenue Canada.

7. TRAVEL EXPENSES

- a. Council members will be reimbursed for travel expenses (meals, transportation, accommodation, etc.) on the same basis as those approved by the Yukon Government for Employees on Travel Status. The Yukon Government Incidental Expense will be paid when the member stays overnight.

8. REVIEW

- a. This bylaw will be reviewed by each Council during its tenure.

9. REMOTE ATTENDANCE

- a. Council members shall, at the discretion of the Chair, be permitted to attend Council meetings remotely, that is, to take part in debate and vote by telephone or electric means, provided that the conditions specified in paragraphs (b) and (c) below are met.
- b. The Chair shall only permit remote attendance for good reasons, such as illness, personal emergency, or being out of town.
- c. The Village shall maintain a reliable means for members of Council to attend meetings remotely, preferably by a video conferencing system, or alternatively by speaker phone or other similar device, so long as whatever system or device is used permits all members attending, whether in person or remotely, to hear each other and participate in debate.

10. ENACTMENT

This by-law shall come into force and effect on the first day of January 2022.

By-law 248-18 is hereby repealed.

READ A FIRST TIME THIS 17th DAY of August 2021

READ A SECOND TIME THIS 7th DAY of September 2021

READ A THIRD TIME AND FINALLY PASSED THIS 7th DAY of September 2021.

Mayor Lee Bodie

CAO Tracy Thomas