

Agenda 23-01

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, January 10, 2023.

1. CALL TO ORDER

2. AGENDA (motion to adopt)

3. ADOPTION OF MINUTES (motion to adopt)

3.1 Regular meeting of December 20, 2022

4. DELEGATION

4.1 RCMP

4.2 George Skookum and Matthew Cybulski

5. CORRESPONDENCE

5.1 Community Solutions Workshop for the reduction of human-bear conflicts

6. REPORTS

6.1 Council Activity Reports

6.2 Mayor Report

6.3 CAO Report

6.4 AYC

6.5 Foreman Report

7. ACCOUNTS PAID AND PAYABLES

8. BYLAWS (motion to adopt)

9. NEW & UNFINISHED BUSINESS

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, CouncilChambers 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>

**MINUTES FROM THE REGULAR MEETING OF THE COUNCIL FOR THE
VILLAGE OF CARMACKS ON DECEMBER 20, 2022 IN THE MUNICIPAL COUNCIL
CHAMBERS**

PRESENT: Mayor: Lee Bodie (Attended by phone)
Councillors: D. Hansen, K. Unterschute H. Belanger
Staff: CAO L. Teggarty, M. Lillefors
Regrets: J. Lachance

ORDER: Councillor D. Hansen called the meeting to order at 7:09 PM.

AGENDA: Council reviewed the agenda.

22-24-01 **M/S Councillor K. Unterschute/Mayor Bodie motioned that the agenda be accepted as presented.**

CARRIED

Minutes: From the regular meeting on December 6, 2022

22-24-02 **Mayor Bodie/M/S Councillor K. Unterchute motioned that the minutes be accepted as presented.**

Minutes: From the special meeting on December 13, 2022

22-24-03 **M/S Councillors K. Unterchute/H. Belanger motioned that the minutes be accepted as presented.**

CARRIED

Delegation:

None.

Correspondence

5.1 Letter from Minister Mostyn seeking WSCB board Members

Council read the letter. No nominations are being put forward at this time.

5.2 News Release: Government of Yukon plans to move forward with municipal term of office change following “What We Heard report”.

Council reviewed the correspondence provided.

6. Reports

6.1 Council Activity Reports

Councillor D. Hansen attended the elders luncheon for the community wellness action plan, most of the talk was around the drug and alcohol problems within the community. Councillor D. Hansen also went to the RCMP open house last night, it was well attended. She won one of many door prizes they were giving out which they brought over to her house in the morning.

Councillor K. Unterchute attended a LSCFN dinner to review the drug and alcohol problems in the community. A 15 page long survey was provided.

Councillor H. Belanger did not have anything to report.

6.2 Mayor Report

Mayor Bodie spoke with Jim Wren and Jean-Pierre from FCM regarding the Green Municipal Fund. They have several initiatives for communities to undertake, one of them pretty well mirrors the Yukon’s concept of renovating existing homes by making them more efficient and adding suites to increase housing, which would be funded by FCM. The other is the affordable housing initiative, also funded by FCM. Details will be sent to the Village Office and the information will be provided to Council at the first or second meeting of January, 2023.

He sends his regrets for not being able to attend the RCMP open house due to his frozen house and frozen store.

6.3 CAO Report

CAO L. Teggarty gave an update on the opening hours of the Recreation Centre for the holidays.

The emergency services building is still pretty well on schedule. A tour for the Council will be organized in the new year, the contractor is still waiting on the backup generator which has been delayed.

L. Teggarty is still working on quotes for the signage and furniture.

Fire Chief Vandecamp has been scoping out appliances for the building.

The arena has had a little bit of a delay with the mechanical work and fire alarm. Northwestel is expected this week.

Public works are monitoring both buildings during the Christmas holidays.

CAO Teggarty advised Council that the Village was currently experiencing an issue with the sewer lift station, she will keep Mayor and Council informed about any updates.

6.4 AYC

Nothing to report since there was a quarterly meeting on December 3rd, so there was no board meeting for the month of December.

7. ACCOUNTS PAID AND PAYABLES

Council reviewed the paid and payables.

8. BYLAWS

8.1 283-22 Council Indemnity (3rd reading and Adoption)

Council reviewed the bylaw,

22-24-04

M/S Mayor Bodie/Councillor K. Unterchute motioned to give Bylaw 283-22 Council Indemnity 3rd reading

CARRIED

Bylaw Council Indemnity 282-22 – Final Reading

22-24-05

M/S Mayor Bodie/Councillor K. Unterchute motioned to give Bylaw 282-22 Council Indemnity final reading

CARRIED

9. NEW & UNFINISHED BUSINESS

9.1 Better Buildings Program

CAO L. Teggarty provided Council with a report on Yukon Government's Better Building Program and made Mayor and Council aware that business cards for the Yukon's energy branch facilitators of the program, would be available at the Village office. Residents will have to apply for it, and there are certain criteria that need to be met in order to be eligible. It covers residential and commercial taxable properties. There are strict rules, and any improvement cost will be billed back paid through taxes. Similar to a local improvement tax.

22-24-06

M/S Councillor K. Unterchute/Mayor Bodie motioned to participate in YG's Better Buildings Program

CARRIED

9.2 New Emergency Services Building Fibre Installation

Council reviewed the report presented.

Total North recommends the fibre installation, which is the lower-cost option. There is a six-week lead time for the gear required for the installation.

22-24-07

M/S Councillors H. Belanger/K. Unterchute motioned to approve the Total North quote for \$37,581.83 + GST for the new Emergency Services Building Fibre Installation

CARRIED

CAO L. Teggarty asked for Council to pre-approve the fibre installation as part of the 2023 Capital Plan.

22-24-08

M/S Councillors H. Belanger/K. Unterchute motioned to approve the Fibre Installation from 2023 Capital Budget.

CARRIED

9.3 Council Meeting Dates 2023

A list of the 2023 Council meeting dates were provided.

22-24-09 M/S Councillors H. Belanger/K. Unterchute motioned to accept to change the first meeting of the new year to January 10th.

CARRIED

22-24-10 M/S Councillors K. Unterchute/H. Belanger motioned to go in-camera at 7:55 pm.

IN-CAMERA Motion to move into Closed Meeting in accordance with the Yukon Municipal Act, Section 213 (3) (a) if in the case of a council, the council decides during the meeting to meet as a council committee to discuss a matter.

22-24-11 M/S Councillors K. Unterchute/H. Belanger motioned to go out of in-camera session at 8:02 pm

ADJOURNMENT

22-24-12 M/S Councillor H. Belanger motioned to adjourn the meeting at 8:03 PM.

Councillor D. Hansen adjourned the meeting at 8:03 PM.

Mayor L. Bodie

CAO L. Teggarty

**MONTHLY
MAYOR'S / CHIEF'S
POLICING REPORT
December 2022**

**Carmacks Detachment
“M” Division Yukon**

Canada 



OCCURRENCES	<u>December</u> <u>2022</u>	Year to Date 2022	<u>December</u> <u>2021</u>	Year Total to December 2021
Assaults (All Categories)	5	37	2	41
Assistance/Suspicious Occurrence	5	61	2	28
Break and Enters	0	5	0	8
Cause Disturbance / Mischief/Breach of Peace	4	78	1	77
Drugs (all categories)	0	5	1	7
Fail to comply with conditions	2	15	3	19
False Alarms / Abandoned 911	3	31	1	22
Impaired Driving	2	21	2	35
Liquor Act	0	4	0	3
Mental Health Act	1	23	4	24
Missing Persons/Requests to Locate	0	5	0	8
Sexual Assault	0	4	0	6
Thefts (all categories)	1	22	1	14
Traffic (Speeding/Prohibited driver/etc)	10	63	4	54
Uttering Threats / Harassment	3	16	0	26
Vehicle Collisions	3	31	6	34
Wellbeing check	4	17	1	12
Other	7	113	4	59
Total Calls for Service	50	551	32	513

Service Calls Involving Alcohol	19	141	5	150
Prisoners held locally	3	17	3	33

Upcoming Carmacks Circuit Court: January 11th, 2023

Annual Performance Plan (A.P.P.'S) Community Priorities

Community approved priorities are (1) Drug and alcohol enforcement

(2) Enhance road safety (speeders, impaired driving, and commercial vehicle enforcement)

(3) Youth and community involvement

1. The cold weather didn't slow things down and alcohol was an issue and a contributing factor to all charge files this month. There was a significant jump in calls involving alcohol year over year. In an effort to curb some issues, members conducted many bar walks during the month although it is noted that the majority of consumption was done so in private residences. A checkstop conducted in town yielded many Motor Vehicle Act charges and what was suspected to be a drug seizure. The substance however turned out to be a cutting agent and drug charges were not able to be laid.
2. There were several reported collisions throughout the month and members were on patrol during several storms while checking vehicles to ensure that no one was injured or in need of assistance. Fortunately, there were no reported collisions that resulted in injury. Members conducted many community patrols throughout the holiday season while conducting Mandatory Alcohol Screening to ensure everyone had a safe and happy holiday.
3. RCMP held a holiday open house event in which food and beverages were served to all who braved the cold. Additionally, members were very present in the school before the break, taking over a couple of PE classes to get the youth active and more comfortable with police. Cst. Beauchamp also gave two presentations to various grades for bullying prevention / education. Members were pleased to have been invited to the Elder's supper at the Rec. Centre and to be given the opportunity to sing carols and enjoy a hot meal with the community.

Notable Occurrences:

2021-12-31: RCMP were called to assist EMS with female who had received a puncture wound to her neck. RCMP were first on scene and were able to secure the area for EMS while providing first aid to the victim. The victim was successfully removed from the household and transported for additional care. A 35-year-old male was arrested as a result of this occurrence and faces a charge of Aggravated Assault. RCMP continue to be in touch with the family of the victim going forward and supports have been offered.

Should you have any questions or concerns regarding this report, please feel free to contact me.

Warm regards,

Cpl. David MacNeil

Carmacks RCMP

Telephone: 867-863-2677

Email: david.macneil@rcmp-grc.gc.ca



**Department of Environment
PO Box 2703, Whitehorse, Yukon Y1A 2C6**

December 19, 2022

Dear Lisa Teggarty:

RE: Community Solutions Workshop for the reduction of human-bear conflicts

In collaboration with local communities, the Department of Environment is working towards holding Community Solutions Workshops for the reduction of human-bear conflicts. These workshops are intended to help communities develop strategies for reducing human-bear conflicts. The workshop process aims to use local knowledge and community expertise to: 1) collaboratively identify community specific areas where human –bear conflicts occur, and 2) collaboratively develop community-led strategies to reduce human-bear conflicts, make communities safer, and reduce bear mortalities.

Participation by your organization can help make this collaborative process a success! We have attached an information sheet regarding the meeting as well as a draft agenda. We are proposing to hold the workshop in your community on January 18th and 19th, 2023. The success of these workshops depend on information and knowledge brought to the table by participants!

Please do not hesitate to contact your Regional Biologist or District Conservation Officer, or either of us for further information or to provide any input or suggestions moving forward.

Sincerely,

Dean McLean
Human/Wildlife Conflict Specialist
Dean.McLean@yukon.ca
Phone (867) 332-5083

Jodie Pongracz
Carnivore Biologist
Jodie.Pongracz@yukon.ca
Phone: (867) 336-0884

cc: Carmacks Renewable Resource Council
Director of Heritage, Lands and Resources - Little Salmon and Carmacks First Nation
District Conservation Officers
Regional Biologists

Community Solutions Workshop for the reduction of human-bear conflicts

Draft agenda

Day 1

1. Introductions
2. Workshop objectives
3. Guiding principles for 'bear smart' communities in the Yukon
4. Background information on bears (general biology, learning and development; habituation and reasons bears are attracted to human food)
5. Community specific human bear conflicts (participant knowledge)
6. Map sites, areas, and trails that are high risk areas for conflict
7. Identifying activities that are considered high risk for human-bear conflict
8. Map non-natural foods and attractants in and around the community (e.g. Waste containment, landfills or transfer stations, community gardens, etc).
9. Map major features that may influence the travel of bears in the area (e.g., major roads, areas of security cover)
10. Map human use areas with high risk of human bear conflict (e.g. schools, play grounds, walking trails, campgrounds).

By the end of the first day the aim is to have identified what the main concerns are, and mapped where the main hotspots for human bear conflict are.

Day 2

1. Summary of human bear conflict information mapped/identified on previous day
2. Tools in the toolbox to deal with human-bear conflict
3. Tool – education
4. Tool – waste management systems
5. Tool – bylaws
6. Tool – community planning documents
7. Tool – working group
8. Tool – monitoring conflict
9. Importance of community based approach



Target Communities 2022

Carmacks, Pelly Crossing,
Burwash, Teslin, and Mayo

Structure

- 2 day workshop
- Agenda to follow

Who will be invited:

- First Nations
- RRCs
- Municipal Governments
- Government of Yukon
Department of
Environment
- Invited knowledge
holders
- Others TBD

Community Solutions Workshop for the reduction of human-bear conflicts - 2022

Project Objectives

This workshop is intended to help communities develop strategies for reducing human-bear conflicts. The workshop process aims to use local knowledge and community expertise to:

1. Collaboratively identify community specific areas where human –bear conflicts occur (Preliminary Hazard Assessment).
2. Collaboratively develop community-led strategies to reduce human-bear conflicts, make communities safer, and reduce bear mortalities.





Project Overview

Many communities in Canada and the US have taken steps to reduce conflict between humans and bears both to reduce the risk of human injury and property damage and to promote conservation of bears. The vast majority of conflicts occur around Yukon communities where garbage, compost, human food, meat caches and other sources of attractants are available. When bears have access to these sources of food they can easily come to rely on these resources and over time become defensive of them, a situation which is often lethal for the bear and dangerous for humans.

Towns and cities also can be situated within natural bear habitat or migration corridors. There are several steps that communities can take to reduce and manage their attractants in order to reduce human-bear interactions. Some of these steps include: conducting a preliminary hazard assessment (this identifies the core human-wildlife conflict concerns), development of education or outreach programs, implementing bear-proof waste management systems, managing green space and considering human-bear conflict when community planning.

We need to hear from you.

For more information, please contact

Your Regional Biologist or Regional Conservation Officer or:

Dean McLean, Human/Wildlife Conflict Specialist
Dean.McLean@yukon.ca; Phone (867) 332-5083

Jodie Pongracz, Carnivore Biologist
Jodie.Pongracz@yukon.ca;
Phone: (867) 456-3872





Village of Carmacks

Public Works Foreman Report

JANUARY/2023

To: Mayor and Council

The morning of Dec. 20/2022 at 9 am discovered the lift station had frozen up and lift pumps were no longer pumping effluent to Wastewater Plant. Lift station heaters were no longer operating, and temperature was around 47 below inside Lift station. We tried getting a vacuum truck locally, both were frozen up and broken down, we tried to get one from Whitehorse none were available or willing to travel in such extreme conditions. We tried using auxiliary heaters inside building, but breakers kept blowing, we tried getting our portable generators up and running but they were frozen up as well because boiler system had failed at our public works shop where we store them.

Finally on Dec. 20/2022 6:00 pm the wet well at Lift station had reached a point where the volume was backing up the collection system throughout the community and with no other recourse, we opened the emergency bypass valve.

There were no reports of basements flooding or such, but I felt it was simply a matter of time plus the additional prospect of collection system starting to freeze up at households.

The next 66 hours from dec. 20/2022 6:00 pm to Dec 23/2022 1:00 pm we ran the bypass open. We kept an extra heat source running inside Lift station and continually reset the wet well heater which kept blowing its breaker. Finally on Dec. 22/2022 around 2:00 pm the wet well heater remained on without resetting breaker too many more times. On Dec. 23/2022 at 12:30 pm I was running the lift pumps and they were sending influent to the wastewater plant by 1:00 pm having confirmed there were no issues with pumps running we shut off the bypass valve to the Yukon River.

I originally estimated 25 cubic meters every 24 hours but based on my current readings I miscalculated, and it is closer to 35 cubic meters every 24 hours. That would place our overall



waste discharge during 66 hours at 96 cubic meters total amount over the course of that specific time frame.

The readouts from Lift station were erratic during this event due to the cold weather and I hold little faith on their accuracy. Basing my figures on what I am now presently seeing since we came back online with wastewater treatment plant since last Friday Dec. 23/2022, I believe the 96 cubic meter total inclusive discharge over 66 hours is closer to an accurate representation.

Today, January 4, 2023, we have been operating our Wastewater Treatment plant since Dec. 23/2022 in our normal operational guidelines I am happy to say. Today we sent off water samples from 6-plex, Village Duplex and Rec. Center those test results will be looked at by Health officials that will determine to lift the boil water advisory based on results. Probably takes Lab couple more days to send us our results.

Water lines had ruptured at our plant during all this cold weather we did an emergency bypass with some hose and today I had a plumber come and fix it properly. Boiler system at shop froze up but we got that going as well.



Thank You,

MMF Bill Tonnersen



TO: MAYOR AND COUNCIL

FROM: LISA TEGGARTY, CAO

SUBJECT: **CAO REPORT JANUARY 10, 2023**

Important Dates/Events

Next Council meeting – January 17, 2023

Carmacks Interagency meeting – January 12th - 1:30-2:30pm
(Round Room (H&S)/Zoom option available)

New Arena building	Northwestel were on site on January 4 th , after being delayed due to the cold weather. Owner training is planned for January 12 th . The Recreation Centre will need to be closed to the public on 17 th and 18 th to allow new devices to be installed and testing completed. The consultant will be doing a review of the building on January 17 th , in preparation for Occupancy. Substantial occupancy is planned for January 25 th and handover to the Village. The Recreation department are currently ordering goods and supplies in preparation for Opening Day.
Emergency Services building	No updates on the project for this meeting. A request for a Council tour of the building has been emailed to the YG Project Manager.
Year-end	Working on completing Interim reports and year-end financial claims to funders for Village projects (e.g., CDF, CANNOR and Gas Tax).
CAO Posting	CAO Posting has been posted on the CAMA (Canadian Association of Municipal Administrators) website. (See attached posting). The job was cross posted immediately on the CivicJobs.ca website. It will also appear on other popular job boards including: Indeed.ca, workbc.ca, bcjobs.ca. The job will also be made available through, Twitter

	feeds, and other channels, such as Canada Job Bank, Indeed, Workopolis, Jooble, Simply Hired, Wow Jobs, Career Jet, Neuvoo etc. CAO will bring Resumes for Council review to Jan 17 th meeting.
Transition notes	Currently working on transition notes for New CAO.



Chief Administrative Officer

The Village of Carmacks, commonly referred to as “the Hub of the Yukon,” is located 177 km North of Whitehorse, close to the intersection of the Klondike and Robert Campbell Highways (www.carmacks.ca). Located at the confluence of the Yukon and Nordenskiöld rivers, the Village of 588 boasts a plethora of recreational opportunities including hiking trails, boardwalk and many lakes to fish, play on and swim in. Residents work for the various governments at the Federal, Territorial, First Nation, and Municipal levels. Opportunities also exist within the private sector in mining, construction, the service industry, and tourism. Many travellers from across the world visit Carmacks every year. It is also a stop for several races such as the Yukon Quest, a 1,600 km dog sled race that takes participants on a journey from Whitehorse, Yukon to Fairbanks, Alaska. The Village welcomes a newly constructed indoor Arena facility and new Emergency Services building to the community, which are nearing completion.

WHAT WILL YOU BE DOING?

As a key member of the community, the Chief Administrative Officer is accountable for the operations of all municipal services in the community and will hold the statutory positions of Corporate Officer, Financial Officer, and Approving Officer. The successful candidate will be working in a small office and will be expected to multi-task and step in to fulfill any duties as needed. Reporting to Mayor and Council, the CAO must be a strong confident professional, with the ability to liaise with community groups, and other governments. The CAO will have the ability to coach staff in achieving their goals and advise Mayor and Council in executing a strategic vision that meets the needs of the community. The CAO must have a broad knowledge of local government legislation, financial management, HR, infrastructure, bylaws, planning and development. This position requires regular interaction with the public in a variety of capacities, requiring superior customer service and people skills. You will collaborate with Territorial, Federal, and First Nations partners; and have the opportunity to witness the direct impact of your efforts through different committees and working groups.

WHAT WILL YOU GET OUT OF IT?

- Access To Wilderness. Connection to the Land. Being Part of a Community
- The rugged outdoor beauty of vast forests and mountains, glacier-fed lakes and rivers, and the majesty of the northern lights
- Access to recreational activities in every season of the year
- A strong economy
- A dedicated, hardworking, loyal team of approximately twelve staff
- A salary between \$90,000 and \$110,000 per annum, depending on your skills and experience

WHAT DO YOU BRING TO THE TEAM?

You are a flexible, forward-thinking person who is not afraid of challenge or change. With your top-level communication skills, you know how to gather input from everyone at the table, and problem-solve in an innovative way. With your strong financial, human and administration management experience and related education, you will thrive on engaging with the public, staff, First Nations, and elected officials. Experience working with Indigenous partnerships as well as in a municipal environment will be strong assets.

Summary of Responsibilities

- Provide exceptional leadership and strategic direction to the municipal organization.
- Inspire excellence in the delivery of public services to residents and businesses.
- Continue to develop collaborative relationships within the community and with other levels of government.
- Familiar with all current occupational Health and Safety Regulations, Municipal Act, accepted accounting procedures, bylaws and policy development
- Demonstrate innovation and sustainable practices
- Evolving the municipality successfully into its future

Qualifications

- The ideal candidate will have strong academic credentials and a demonstrated proficiency at senior level management
- 3 to 5 years experience as an executive leader in the public or private sector
- Superior ability to lead, motivate staff and manage a management team comprised of a public works foreman and recreation director
- Strong financial, organizational, project management, supervisory and time management skills
- Exemplary communication, public relations, and conflict resolution skills
- Effective municipal business planning and budgeting skills

- Exceptional people skills and integrity that enables you to quickly gain the trust and respect of the Council, staff and the community
- Ability to work in a cross-cultural environment
- A positive record of collaborating with elected officials, the public and key stakeholders
- Experience working with Indigenous partnerships as well as in a municipal environment would be a great asset

Conditions of Employment: Valid Yukon Class 5 driver's license; Willing to work evenings, weekends and/or holidays. Occasional travel inside and outside the Yukon; Willing to act as By-law Enforcement Officer

Applicants must indicate how they meet the minimum qualifications in their resume or cover letter. We thank all applicants for their interest. Only those selected for interview will be contacted.

Please submit your resume and cover letter in confidence, by **January 20, 2023, 4:30 pm** to:

Mayor Lee Bodie

Village of Carmacks,

Box 113,

Carmacks, Yukon Y0A 1B0.

Phone: 867-332-6271

email: CAO@carmacks.ca

A detailed job description is available on request.

For more information on our organization, please visit our website at www.carmacks.ca

Applicants must be legally entitled to work for any employer in Canada to be eligible for this position.