

**MINUTES FROM THE REGULAR MEETING OF THE COUNCIL FOR THE  
VILLAGE OF CARMACKS ON July 18, 2023 IN THE MUNICIPAL COUNCIL  
CHAMBERS**

**PRESENT:** Mayor: Lee Bodie

Councillors: D. Hansen, K. Unterschute, J. Lachance, H. Belanger by phone

Staff: CAO M. Cybulski, M. Lillefors

Delegation: Mohammed El Neklawy

RCMP: Cpl. David MacNeal

**ORDER:** Mayor L. Bodie called the meeting to order at 7:00 PM.

**AGENDA:** M/S Councilors D. Hansen/J. Lachance motioned to amend the agenda, changes are to move BCITI to be first in correspondence and to add an incamera section.

**23-14-01 M/S Councillors D. Hansen/J. Lachance motioned that the agenda be accepted as presented.**

**CARRIED**

**Minutes:** From the regular meeting on July 4th, 2023

**23-14-02 M/S Councillors D. Hansen/K. Unterschute motioned that the amended minutes be accepted as presented.**

**CARRIED**

**Delegation:**

**4.1 RCMP**

The Council read the report presented.

## **Correspondence**

### **5.1 BCITI+ Carmacks – proposal**

M. El Neklawy introduced himself and screen shared his presentation with Mayor and Council, they've done some research into the Village of Carmacks about our citizens and population.

They have experienced successfully working with communities as small as ours.

He is the business developing manager focusing on Canadian Territories and has noticed there is an issue with communities' communications, in the context of online alerts, push notifications on events happening in the community, as well as reaching departments.

So, to implement this would mean everyone could be updated with any road closures, construction, fires, etc.

Each citizen would have their own individual ID to use the services to make it personal to them.

It's an easy program to operate with tutorial options as well.

There would be subscriptions available, there is also a dashboard everyone would be able to view and use as one of the tools to be able to better understand what type of services are available and regularly used.

We would be able to identify what services are used the most and which need more work put into them. As well as accept requests on what the community would like to see.

If we were to accept this project the timeline to set up would be about 2 weeks.

He presented what the app would look like, it's directly connected with the news so immediately you can see any closures, and its possible to personalize on how the individual would receive notifications, when it comes to emergency notifications it can be quite crucial and unfortunately not everyone gets the alerts when emergencies happen.

To help our team tend to the community better there would be an option that if a citizen wants to submit a request, they can pick a category, they can put in a description, and pinpoint a location on the map or enter an address, then our Village of Carmacks team can view the request and tend to it.

Councilor K. Unterschute said that it sounded good, but that he wouldn't even know how to load the app though, so he's wondering about a tutorial that would come with it.

M. El Neklawy said that there is a full team to teach admin, and webinars, videos, and dialogues to offer citizens to help figure it out, it's as easy as Facebook but it comes with a team to help people use the platform.

CAO M. Cybulski asked M. El Neklawy to explain to Mayor and Council what the onboarding process would be?

M. El Neklawy said that it would be an easy sign up, email, name, phone number, and basic information.

Councilor J. Lachance asked if you can load money onto your personal ID card?

M. El Neklawy said that people can pay for subscriptions and per transaction, but they don't top up the card to keep the cyber security safe.

This program would also help free up a lot of the administrative assistants mundane tasks so she can focus on bigger administrative tasks.

Councilor J. Lachance likes the idea of being able to pay upfront for garbage tags for once our landfill is officially regionalized.

CAO M. Cybulski mentioned that there would be a request system, to also submit possible complaints right to public works or any department that is relevant along with a request answering system.

Councilor K. Unterschute thinks it might help with short staffing issues and to keep the community updated and help the staff on shift.

It would be connected to our Carmacks municipal webpage, a part of their support package is to help us roll things into the site.

It can help keep track of delinquent accounts as well.

We can customize these messages to the people who need it, ex. a notice for people with yearly renewed businesses at the beginning of the year when it's time to renew business licenses.

We could put this project on the back burner until some funding comes through for it.

It would be ideal to have this to be operational by the time the ice is back in the arena, and the landfill is in operation October 1<sup>st</sup>.

We will be needing some type of system to keep track of work orders for Public Works, so either way we will be finding some type of work order software, whether it be this or another software.

We will be moving this project to be brought up in a future council meeting under New and Unfinished Business.

## **5.2 Parks and Recreation Master Plan Check-in**

Final draft received by Groundswell Planning, council reviewed the document provided.

## **5.2 Updated Parks and Recreation Master Plan Draft with Implementation Section**

Tabled until the next meeting.

## **5.4 Recreation Application Review**

Council was presented with the Yukon Lotteries funding application system, since we've heard some feed back from the community that our current funding application is confusing, and that they don't really know what to fill out where. The Yukon Lotteries application is set up for us to be able to utilize it, there's also an online PDF version that is quite simple to fill out. The goal is to make sure everyone has the same opportunities and to keep people engaged with our Recreation Center.

**23-14-03 M/S Councillors K. Unterschute/J. Lachance motioned to adopt Yukon Lotteries Program Application Schedule A and Schedule B to replace our funding application.**

**CARRIED**

## **5.5 Meeting Request Email Chain**

A meeting with the Premier will be happening on August 8<sup>th</sup>, Mayor L. Bodie, Councilors K. Unterschute and D. Hansen, along with CAO M. Cybulski will all be in attendance.

## **6. Reports**

### **6.1 Council Activity Reports**

Councilor D. Hansen toured the firehall, and will give us a report on AYC.

Councilor K. Unterschute had nothing to report.

Councilor J. Lachance happily returned from his vacation, he picked up a lot of interesting ideas for the Village and Recreation.

He has some ideas for vamping up our parks.

He attended a regular firehall meeting, helped youth around town with mag shooting training, attended general meetings, had a few meetings with CAO M. Cybulski.

Councilor H. Belanger has nothing to report.

### **6.2 Mayor Report**

Mayor L. Bodie has just been dealing with some legalities with the Vandalism at Merv Tew, other than that it's been quite a busy season at the store.

### **6.4 AYC**

Councilor D. Hansen said there's been responses from the ministers to the AYC resolutions, which are attached in new and unfinished business.

## **7. ACCOUNTS PAID AND PAYABLES**

Council reviewed accounts paid and payables.

## **8. BYLAWS**

None

## **9. REZONING APPLICATIONS**

### **9.1 LSCFN Rezoning lot 1091**

Council reviewed the application provided; Little Salmon Carmacks First Nation would like to rezone from park land to commercial on lot 1091 for the new Cultural Center which would be also housing our Visitor Information Center in the future as a collaboration.

Mayor and council welcome the new changes and would like to approve the rezoning.

**23-14-04 M/S Councilors D. Hansen/K. Unterschute made a motion to approve the rezoning of lot 1091 for plan to commercialize.**

**CARRIED**

**23-14-05 Councilor D. Hansen rescinded the motion to wait until the next meeting to amend the bylaw for the rezoning of lot 1091 for plan to commercialize.**

**10. NEW & UNFINISHED BUSINESS**

**10.1 Minister Mostyn Response – AYC Resolution on Respectful Engagement**

Council reviewed the response.

**10.2 Minister McPhee Response to AYC Resolution on EMS Services**

Council reviewed the response.

**23-14-06 M/S Councilors D. Hansen/H. Belanger motioned to go In-Camera to discuss law at 9:10 PM.**

**23-15-07 M/S Councilors H. Belanger/D. Hansen motioned to go out of in-camera session at 9:30 PM.**

**ADJOURNMENT**

**23-16-08 M/S Councillors H. Belanger/D. Hansen motioned to adjourn the meeting at 9:30 PM.**

Mayor L. Bodie adjourned the meeting at 9:30 PM.

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Mayor L. Bodie

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CAO M. Cybulski