

**MINUTES FROM THE REGULAR MEETING OF THE COUNCIL FOR THE  
VILLAGE OF CARMACKS ON June 6, 2023 IN THE MUNICIPAL COUNCIL  
CHAMBERS**

**PRESENT:** Mayor: Lee Bodie  
Councilors: D. Hansen, H. Belanger(by phone)  
Delegation: C. Everett  
Staff: M. Cybulski, M. Lillefors  
Absent: J. Lachance, K. Unterschute

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

**AGENDA:** Council reviewed the agenda.

**23-11-01 M/S Councilors H. Belanger/D. Hansen motioned that the agenda be accepted as presented.**

**CARRIED**

**Minutes:** From the regular meeting on May 16, 2023

**23-11-02 M/S Councilors H. Belanger/D. Hansen motioned that the amended minutes be accepted as presented.**

**CARRIED**

**Delegation:**

**4.1 RCMP**

The Council read the report presented.

## **Correspondence**

### **5.1 Sanitary Sewer Upgrades**

Council reviewed a breakdown with photos that was provided with all the details for the sanitary manhole upgrade work.

The upgrade work will be covered through Yukon Government with our stormwater rehabilitation fund.

### **5.2 Stormwater Rehabilitation**

A report was presented outlining of what kind of ditching work they'll be doing along River Drive, McDade Road and Rowlinson Drive to collect storm water, 2 new culverts are expected to be installed, as well as an inlet and outlet at the community health center, it should alleviate a lot of the water flow issues that comes with the Yukon River flooding.

### **5.3 Yukon River Boardwalk Project Discussion**

An outline of the meetings with YESSAB and Little Salmon Carmacks First Nation was presented, the biggest development is concerns from LSCFN are the impact it could make on the fish habitat and to consider traditional knowledge from LSCFN elders and citizens, YESSAB assured LSCFN that traditional knowledge was considered, and the revised scope was identified to be far enough away to not cause effects to the fish habitat.

Once the resources are in the territory the work can begin with a hopeful completion deadline to be August.

The berm needs some touching up and the boardwalk should be starting mid June.

### **5.4 Development Permits**

Mayor and Council viewed the recent development permits presented.

### **5.5 Village of Carmacks Seating Stairs**

A breakdown was presented of the boardwalk stand alone and seating that will be near the Recreation Centre, Mayor and Council reviewed the options for the aesthetics of the project.

After some discussion Mayor and Council came to an agreement that CAO M. Cybulski can report back to the contractors.

### **5.6 Flooding Resources Inventory**

Council was presented with a breakdown of what we got for inventory to prepare for any possible flooding for this year.

Village of Carmacks staff went through a practice flooding, which helped figure out a game plan for our flood response. We were able to stay within our resources and attend to the situation.

100 super bags are ready, 4 pallets of heavy-duty sandbags, and 70 000 unfilled sandbags ready to go, along with 25 rolls of poly.

Mayor L. Bodie would like the bags to be put under a tarp or protected by the sun in some way to prevent them from deteriorating.

## **6. Reports**

### **6.1 Council Activity Reports**

Councilor D. Hansen attended FCM.

She found it jam packed with information and is appreciative to have gotten the opportunity to attend.

Councilor H. Belanger had nothing to report.

### **6.2 Mayor Report**

Mayor L. Bodie was looking forward to speaking at the school graduation ceremony, but unfortunately got quite sick, so Fire Chief Blake Vandecamp spoke in his place on behalf of the Village.

He sends his regrets, he was sad to have missed it, it was the first one he's ever missed. He's been on vacation other than that and had a good break.

### **6.3 CAO Report**

An update on the YTG Grader Station, there's been some progress on some questions that Councilor J. Lachance had, a scope of substantial work is expected to be completed by September 29<sup>th</sup>, 2023.

All construction debris, hazardous materials and recyclables are to be disposed of through the Whitehorse landfill.

We have submitted a request for restricted access to the Grader Station since people have been helping themselves to things held there and have been doing prohibited dumping.

The Village is looking to do a soft opening Canada weekend for the new Firehall, have a ribbon cutting, delegates to speak on it, etc.

Wildland Fire Management completed air quality testing the last week of May and has a planned move in for June 2023.

Outside of that we have had Carmacks Fire Department, EMS, and Environmental Services all moved into the new Firehall.

As for a staffing update, the Visitors Information Centre is fully operational, 2 staff are hired there, it's been open since May 19 and will be open until September 10<sup>th</sup>.

We have some new signage in the process of being ordered since most people that aren't from here find it hard to locate the Visitor Center, so we'll be ordering a facility specific sign for the Visitor Information Centre.

We have implemented new programs to generate some revenue, hoping to start selling postcards, hats, shirts, water bottles, etc.

We did approve for some funding for trails maintenance staff through trails Canada, we'll be hiring a student to take care of the trails and possibly do a guided hike for tourists.

Our finance officer position has closed, there's a shortlist of 3 strong candidates, the interviews will be from the 15<sup>th</sup> to 19<sup>th</sup>.

For the Recreation Director position that also closed, we have a shortlist of 5 candidates for that, the interviews will be from the 15-19<sup>th</sup>.

With the Public Works General Manager position, we have a shortlist of 2 candidates.

The Nordenskiold flood watch has happened, it has peaked and on the 23<sup>rd</sup>, it's since gone back to normal again.

2 properties experienced basement flooding, 1 property was very thankful and posted thank you notes around town in response to flood relief.

Temporary berms were deployed by our Public Works department, they have done amazing work in response to the flood watch, especially considering our team is so small.

We did have a 24hr relief line for after hours flood reporting, which was utilized.

We need an emergency response plan to be put in place in-case something were to happen and when to tell a state of emergency can be called.

We need to work on a strong emergency response plan.

We have the cemetery draft completed, additional project scope to be completed after the By-Law process.

Green wood will be coming to have a meeting with CAO M. Cybulski tomorrow to discuss Aquatic Engineering assessment, and CMHC HAF housing plan along with an application submission.

Some communities are developing homeowners grants and it would be nice to look into something like that to benefit our community as well.

We'll be having a community meeting June 15<sup>th</sup> from 6-8PM.

CAO M. Cybulski Went to CAMA , focused on municipal services which was informative and interesting to learn about.

The Green Municipal Fund was explored thoroughly through FCM for CRC retrofits, aquatic building assessments, and efficiency work.

We will be making changes to our Municipal website, looking into breakdowns of services and fees and hours for each municipal options.

We need a system to make our community outreach for communication work in conjunction with each other (Facebook, website, message board).

Update on landfill regionalization and By-law, CAO M. Cybulski has been talking with Mike who is currently covering for Alex Hill our community advisor, on a Simplified By-law similar to the Watson Lake model.

A special meeting to discuss the By-law will happen June 13<sup>th</sup> 6PM to view some scopes on the draft agreement.

RFP update, 6 were submitted.

An RFP review meeting will be had June 8<sup>th</sup> Thursday at 6PM to discuss the contactor for cleaning the Firehall and Recreation complex.

#### **6.4 Recreation Department Report**

Mayor and Council reviewed the report. From April – May there were no failed check ins, no expired membership, and since the new tracking system has been brought in the delinquency rate has gone down.

A breakdown of membership totals was presented as well as rental usage by space, a transaction summary was presented, and a breakdown of POS items being sold.

#### **6.5 Arena Facility Operations**

Mayor and Council reviewed the report.

AFO has been taking over the green spaces from Public Works Department since they have a lot of other work to.

#### **6.6 Foreman Report**

Mayor and Council reviewed the report.

#### **6.7 Fire Chief Report**

Mayor and Council reviewed the report.

#### **6.8 AYC**

Councilor D. Hansen reported that there is a monthly meeting happening right now, but since it's during a council meeting, she was unable to attend.

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

Will be available next meeting.

### **8. BYLAWS**

No Bylaws

### **9. NEW & UNFINISHED BUSINESS**

#### **9.1 Dog Spay Fund**

Councilor H. Belanger mentioned that LSCFN has paid for getting the two dogs fixed, CAO M. Cybulski will look into getting dogs spayed/neutered at large to be a bit more proactive with the dog population issues, or even possibly lending the Village of Carmacks Van for trips to get animals fixed.

**23-11-03**

**M/S Councilors H. Belanger/D. Hansen motioned to go In-Camera to discuss labor at 8:40PM.**

**23-11-04 M/S Councilor D. Hansen /H. Belanger motioned to go out of in-camera session at 9:11PM.**

**ADJOURNMENT**

**23-11-05 Councilor H. Belanger motioned to adjourn the meeting at 9:11 PM.**

Mayor L. Bodie adjourned the meeting at 9:11 PM.

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Mayor L. Bodie

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CAO M. Cybulski