

Village of Carmacks Council

Respectfully acknowledges that we are meeting on the traditional territory of the Little Salmon Carmacks First Nation.

Agenda 25-12

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, June 17th, 2025**

Zoom Information: Meeting ID: **881 8508 4340** Passcode: **643780**

Agenda

1. **Call to Order**
2. **Adoption of Agenda** *Motion to Approve.*
3. **Adoption of Minutes**
3.1 Regular Meeting of June 3rd, 2025, *Motion to Approve.*
4. **Delegation**
4.1 AYV – Election Preparedness *Bonnie D. & Jordon S.*
4.2 HAF – Development Initiatives *Jane K. & Mark W.*
4.3 RCMP
4.4 Arbor Webster, Community Advisor
5. **Correspondence**
5.1 Environment & Climate Change Canada – Avian Influenza
5.2 Product Care Stewardship Plan – Public Consultation
6. **Reports**
6.1 Council Activity Reports
6.2 Mayor's Report
6.3 Recreation Report
6.4 CAO Report
6.5 Association of Yukon Communities (AYC)
(Communication: Letter to Minister by AYC and Council of Yukon First Nation)
7. **Bylaws**
None.
8. **New and Unfinished Business**
9. **Question Period**
10. **In-Camera Session** *(Motion to go in and out of session with recorded times)*
11. **Adjournment**



**MINUTES FROM THE REGULAR MEETING OF THE COUNCIL FOR THE VILLAGE OF
CARMACKS ON June 4th, 2025, IN THE MUNICIPAL COUNCIL CHAMBERS**

PRESENT: Mayor: J. Lachance

Councillors: T. Wheeler, D. Hansen, D. Mitchell

Staff: CAO C. Pelletier, P. Singh

Regrets: Councillor C. Bellmore

1. CALL TO ORDER: Mayor: J. Lachance called the meeting to order at 7:00 PM.

2. AGENDA: Council reviewed the agenda.

25-11-01 M/S Councillors D. Hansen / T. Wheeler motioned that the agenda be accepted as amended addition of In-Camera Session regrading labour matter and removal of 6.10 Traffic safety committee under Reports.

CARRIED

3. MINUTES:

3.1 From the regular council meeting on May 20th, 2025

25-11-02 M/S Councillors D. Hansen / T. Wheeler motioned that the minutes be accepted as amended.

CARRIED

4. DELEGATION

None.

5. CORRESPONDENCE

None.

6. REPORTS

6.1 Councillor Activity Reports

Councillor D. Hansen reported that she did not have any council-related updates to share at this time.

Councillor D. Mitchell shared that he attended a community event hosted by the Casino Mine and expressed appreciation for the gathering, other than that, he reported no municipal-related updates at this time.



Councillor T. Wheeler reported that she attended the graduation ceremony at the Tantalus School and delivered a speech on behalf of the Village of Carmacks Council. She also presented a graduation card to the graduates on behalf of Council.

6.2 Mayor Report

Mayor Lachance reported that he did not have an update at this time. He noted that he will provide a report at the next meeting regarding the FCM conference and other recent activities. He extended his apologies for the delay.

6.3 Finance Report

Finance Officer A. Wylimeczyk provided the Finance Report for May 2025. The report included the Income Statement and Payable Cheque Log, which were attached for Council's review.

25-11-03 M/S Councillors T. Wheeler / D. Hansen acknowledges receipt of the Accounts Payable Report Cheques from 31307-31371 provided for informational purposes. CARRIED

6.4 Bylaw Monthly Report

The bylaw report for May 2025 was provided by Constable Liam Ferraz to council and included a summary of occurrences to date:

- Dogs at large: 4
- Aggressive dog complaints: 1
- Traffic violations (including parking and unsecured loads): 7
- RCMP assistance: 3 occasions
- Public encounters: 10
- Open space infractions: 3

Constable Ferraz noted a community safety focus, with increased coordination alongside RCMP for nighttime patrols and traffic enforcement. Several semis were stopped for transporting improperly secured loads. Parks and open spaces have also been monitored for cleanliness and littering, including along the boardwalk.

It was suggested that more public communication on Bylaw duties and safety issues could be helpful to raise awareness. Council expressed appreciation for the work and visibility of the bylaw.



6.5 PWGM Report

The Public Works report from Manager Jens Wyliczyk was received. The report primarily outlined routine operational updates. Notable highlights included the purchase of a new fleet truck and confirmation that the Visitor Information Centre is now fully operational.

6.6 Visitor Information Center Report

Jeremy Byers provided the Visitor Information Centre (VIC) report to council. Visitor statistics for the period included 54 total visitors: 41 on weekdays, 13 on weekends, and 7 local visitors.

Jeremy noted steady weekday interest but lower weekend engagement. Participation in scheduled walking tours remains at zero, indicating a need for improved promotion or schedule adjustments.

He reported that posters have been ordered for the gift shop, although sandwich boards are still pending. He is awaiting a response from Chon FM regarding radio advertising. Visitor feedback included concerns about the VIC's location being difficult to find, highlighting ongoing signage issues.

6.7 Fire Report

Acting Fire Chief Dennis Mitchell provided the fire department report. He summarized recent callouts, which included a series of chimney fires and three emergency responses occurring on the same day, marking a notably busy period.

Council acknowledged and thanked Carmacks Volunteer Fire Department for their commitment, morale, and dedication to community safety.

6.8 CAO Report

CAO Chantal provided her report for June 4, 2025.

Events & Engagements:

- June 5: Public engagement session with Jane and Mark at the Recreation Centre (6:00–7:30 p.m.) on development initiatives.
- June 7: International Trails Day event with Trans Canada Trail. Walk and community BBQ planned with Recreation and VIC support.



- June 14: Target pool opening date, pending final work on water filtration and boiler systems.
- June 17: Composting information night at the Recreation Centre with Balanced Biogas.
- June 17: Next Regular Council Meeting.

Conferences Attended:

- Attended both CAMA and FCM conferences. CAMA was more informative in sessions; FCM provided valuable networking and supplier engagement.

Facilities & Maintenance:

- Recreation Centre and Arena repairs underway: lighting, concrete, flooring, painting, and stairwell access upgrades.
- Visitor Information Centre and public washrooms are now open.

Operations & Projects:

- Tree/brush clearing completed near the school/highway to improve stop sign visibility.
- Final discussions held with YG and CDC on landfill building relocation to prepare for the scale installation (tender closure of June 30th).
- Awaiting response from LSCFN regarding the June 30 staff holiday request; no decision from Chief and Council yet.
- YG battery recycling program launches June 24. Info is available via YG and City of Whitehorse websites.

Roadwork:

- Highways and Public Works will not extend BST work. Village will remove damaged BST, regrade, and YG will commence work on July 28 to complete surfacing.
- Regarding a previously unfinished storm drain project, the contractor has resumed work to finalize the installation.

Canada Day:

- No funding was received due to missed November 2024 application deadline. CAO is following up with Recreation staff to confirm alternate plans.



6.9 AYC Association of Yukon Communities (AYC)

There was no update from Councillor Hansen regarding the Association of Yukon Communities (AYC) since the last meeting.

The next AYC Board Meeting is scheduled for **September 20, 2025**.

Councillor Wheeler is the Village of Carmacks' official representative to AYC, while Councillor Hansen serves as a board member of AYC.

7. BYLAWS

None.

8. NEW & UNFINISHED BUSINESS

8.1 Housing Accelerator Fund

Presented by: Chief Administrative Officer

The CAO brought forward a proposal from Jane Koepke of Groundswell Planning for the Housing Accelerator Fund (HAF) implementation for Spring/Summer 2025. The revised proposal reflects changes made to the original HAF grant submission to better align with the Village of Carmacks' (VOC) housing needs and the amendments submitted to Canada Mortgage and Housing Corporation (CMHC).

The proposal identifies four key initiatives that are considered time-sensitive and critical to advancing the amended Action Plan while awaiting a formal federal response to the submitted amendments.

The total contract value is \$73,190.35, inclusive of travel expenses, and exceeds the \$35,000 threshold outlined in the Village's Purchasing Policy—thus requiring council resolution.

The consultant team led by Groundswell Planning, in partnership with Across the River Consulting, will carry out the following milestones:

- Conduct a municipal servicing review for high-density development.
- Engage local housing stakeholders to identify barriers and needs.
- Design and adopt a housing incentive program.
- Research alternative housing development options.

Council members confirmed they had reviewed the proposal.



25-11-04 M/S Councillors D. Hansen / T. Wheeler approves the proposal for the Carmacks Housing Accelerator Fund Implementation, Spring/Summer 2025, in the amount of \$73,190.35, to be funded from the Housing Accelerator Fund.

CARRIED

8.2 Change of Regular Council Meeting Dates in July

Council discussed the scheduled regular council meetings in July, noting that the first meeting falls on Canada Day (July 1st).

A motion was introduced to change the meeting date. During discussion, council further proposed adjusting both July meetings for better alignment with calendar weeks and operational planning.

25-11-05 M/S Councillors D. Hansen / T. Wheeler move that the regular council meeting scheduled for July 1, 2025, be rescheduled to July 8, 2025, and the regular council meeting scheduled for July 15, 2025, be rescheduled to July 22, 2025.

CARRIED

8.3 Woodchipper Quotation

Council reviewed the current quotation for a woodchipper as part of the Solid Waste Management Plan. This agenda item was presented for information only.

The CAO explained that the woodchipper had originally been included in the solid waste cell development planning, to process clean wood waste into chips to be used as binder in the composting program and potentially for trail surfacing.

Council expressed the need for additional context and formal recommendations from the Public Works Manager and administration regarding the relevance and scale of the proposed purchase.

Two woodchippers were quoted, both appropriately sized for trailer towing. One quote, used during budget planning, is priced at **\$150,900.00**, which includes delivery and training. It was clarified that a typographical error may have occurred in the second quote, listed the value as \$1.64 million.

Mayor and Council requested a report outlining the woodchipper's integration with the composting and bio-digester plans, including recommendations from Public Works.

Action: Item tabled. Administration will provide a follow-up report with full context and recommendations.



8.4 Liability – Life Rings

Council reviewed an email from Greg Woodford of Acera Insurance regarding the liability and insurance implications of installing life rings along the riverfront.

Mr. Woodford confirmed that such safety equipment is generally supported from a liability perspective and is covered under the Village's existing General Liability policy—providing the equipment is municipally owned, properly installed, and routinely maintained. No additional insurance is required.

He recommended best practices including regular inspections, clear signage, and documentation of equipment locations.

Council discussed the merits of the proposal, recognizing safety benefits, especially for children, while also expressing concerns about vandalism and ongoing maintenance. The initiative may be revisited at budget time or as part of local safety planning.

9. QUESTION PERIOD

Resident: Brian Murrell

Topic: General Community Concerns and Project Updates

A. Use and Intent of the Woodchipper

- **Question:** What is the purpose of the new woodchipper? What areas will be cut and chipped?
- **Response:** The woodchipper is part of the landfill's Solid Waste Management Plan. It is intended to process clean wood waste brought to the landfill, repurposing it as compost binder material. The machine is trailer-mounted, allowing it to be used for roadside brushing and trail maintenance, including the riverfront area. This initiative aims to reduce unnecessary dumping and promote sustainable reuse of materials.

B. Riverfront Vegetation Management

- **Concern:** Overgrown vegetation along the boardwalk is blocking river views. Is there a plan to thin smaller undergrowth while maintaining erosion control and windbreaks?
- **Council Acknowledgement:** The importance of selective thinning for both aesthetics and environmental protection was acknowledged. Emphasis was placed on retaining root systems to minimize erosion and cold wind exposure during seasonal transitions.



C. Community Development Fund (CDF) Activity

- **Question:** Has the Village submitted any recent applications to the CDF?
- **Response:** No recent applications have been made due to administrative capacity constraints. The CAO noted multiple legacy projects in arrears that require closure. While CDF remains a valuable funding tool, deadlines and application rounds vary (generally two to three times per year), and may be revisited once current workloads are manageable.

D. YG Property Status

- **Question:** What is the development status of the old YG property?
- **Response:** Environmental testing has deemed the site low-risk, suitable for residential development. However, a new survey is required because the existing survey includes municipal roads. Yukon Government owns the land and will have the survey completed at which time the discussion will be brought forth to which entity will lead the development, pending further discussions and community input.

E. New Housing and Flood Mitigation

- **Question:** What is the status of the six plex project and related flood risks near the river?
- **Response:** The Little Salmon/Carmacks First Nation (LSCFN) is leading the six plex construction. River Drive is being raised by 2 meters as part of flood mitigation under an LSCFN-government agreement. Council confirmed the developers are aware of risks such as river encroachment and groundwater rise.

F. Speed Zone Petition in Business Area

- **Question:** Has there been progress on the petition to adjust the speed zone near local businesses?
- **Response:** A petition was submitted but was missing critical information. It was returned to the originator and has not been resubmitted. No further updates have been received.

G. Carmacks Bulletin Board Facebook Page

- **Question:** Is the Village involved with the "Carmacks Bulletin Board" Facebook page?
- **Response:** No. The page is privately operated and not affiliated with the Village of Carmacks. Any content or moderation is under the control of the page administrators.



10. 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.

25-11-05 M/S Councillor D. Hansen / T. Wheeler motioned to go in-camera at 07:44PM.

An in-camera discussion by Council regarding a labour matter.

25-11-06 M/S Councillor D. Hansen / T. Wheeler motioned to go out of in-camera at 8:05 PM.

11. ADJOURNMENT

25-11-07 M/S Councillor T. Wheeler motioned to adjourn the meeting at 8:05 PM.

Mayor J. Lachance adjourned the meeting at 8:05 PM.

Mayor J. Lachance

CAO Chantal Pelletier



April 29, 2025

SUBJECT: Update - Highly Pathogenic Avian Influenza in Wild Birds in Canada

This letter is to update information previously shared with you and remind you that highly pathogenic avian influenza is still circulating in Canada. As spring migration for migratory birds gets underway, **please share this information through your networks** so people are informed of the outbreak, know how to report sick or dead animals, and take appropriate precautions.

What is Highly Pathogenic Avian Influenza?

Wild birds in Canada and throughout the world are natural carriers of avian influenza viruses. Although some wild birds may get sick and die, others can be infected and still appear healthy. Avian influenza can spread to domestic poultry and sometimes mammals, such as foxes, who may eat infected birds. Avian influenza viruses are designated as highly pathogenic when they have characteristics that cause mass disease and mortality in infected poultry. Infection with highly pathogenic avian influenza virus also can cause disease and mortality in wild birds. Rarely, avian influenza may also spread to people after repeated, close contact with infected sick or dead poultry, or after exposure to heavily contaminated environments (e.g., infected poultry barns).

For more information, please refer to the Government of Canada's website: [Highly pathogenic avian influenza - Canada.ca](#) or the Yukon Government's website: [Avian influenza in the Yukon | Government of Yukon](#).

Status of Highly Pathogenic Avian Influenza in Canada

Highly pathogenic avian influenza was detected in Canada in the Atlantic provinces in December 2021 and has spread across Canada and the United States. See Annex 1 for sampling efforts and cases in the territories in 2024. Additional birds will be tested this year in the north, and results will be shared.

The Highly Pathogenic Avian Influenza - Wildlife [Dashboard](#) provides cases of infections detected in wild birds in Canada. The United States Department of Agriculture has also regularly updated maps to show the states where highly pathogenic avian influenza has been confirmed [in wild birds](#), as well as [recent detections](#) in the United States.

Hunter Safety

To minimize the risk of exposure to avian influenza from harvested animals, the Public Health Agency of Canada recommends precautionary measures for hunters. While there is no documented evidence of humans getting avian influenza from handling or consuming game meat or eggs that have been fully cooked, it is recommended to follow safety measures to reduce risk. Safety measures include not harvesting sick animals or in areas where sick



animals are found, as well as following safe handling and cooking guidelines. Dogs and cats should not be fed raw meat from game birds. Detailed guidance for hunters is provided on the Government of Canada's website: [Wild birds and avian influenza – Handling guidelines - Canada.ca](#) and [Avian influenza in wild birds - Canada.ca](#) (section on "Information for hunters and egg harvesters").

If You Observe a Sick or Dead Wild Animal

Signs that a bird may have highly pathogenic avian influenza include lack of energy or movement, nervousness, tremors or lack of coordination, swelling around the head, neck and eyes, coughing, gasping for air or sneezing, diarrhea, or sudden death. Mammals may also become infected with avian influenza; there was one confirmed case in a red fox in the Yukon in 2022. As a general guideline, you should not handle dead wild animals without appropriate precautions, or live animals ***that are acting strangely***. If you observe sick or injured animals, please contact Yukon's "Turn in Poachers and Polluters" (TIPP) line at [1-800-661-0525](tel:1-800-661-0525) or report it [online](#). If you wish to submit a dead animal, please contact the Animal Health Unit at the Department of Environment (animalhealth@yukon.ca, 867-667-5600). Please include the date, location, species and how many sick or dead animals were recorded in your observation.

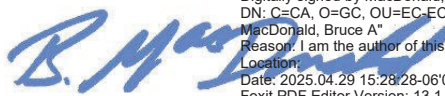
In certain cases, local authorities may recommend that the public safely disposes of dead animals. The disposal of carcasses must be done in a sanitary manner by following guidance provided by the relevant authority. The Public Health Agency of Canada and the Yukon Government's Animal Health Unit recommends wearing gloves or using a doubled plastic bag if you must handle wild carcasses, and avoiding contact with blood, body fluids and feces. You should then wash your hands thoroughly with soap and warm water or use hand sanitizer.

What is Environment & Climate Change Canada (ECCC) doing about Avian Influenza?

We continue to coordinate with the Yukon Government and the Canadian Wildlife Health Cooperative on the reporting and sampling of sick and dead birds. We will also continue to communicate with First Nations, Councils, Indigenous Governments, Renewable Resource Councils, and Wildlife Management Boards in the Yukon.

We encourage you to ***share this information through your networks***. We have attached a list of Facebook and Twitter posts on avian influenza that can be re-posted on your own social media networks, as well as a fact sheet and poster that can be printed and displayed (see Annex 2). Should you have any questions or would like to request updates on highly pathogenic avian influenza, please contact us at cwsnorth-scfnd@ec.gc.ca.

Sincerely,


Digitally signed by MacDonald, Bruce A
DN: C=CA, O=GC, OU=EC-EC, CN="MacDonald, Bruce A"
Reason: I am the author of this document
Location:
Date: 2025.04.29 15:28:28-06'00'
Foxit PDF Editor Version: 13.1.5

Bruce MacDonald

Regional Director, Northern Region, Canadian Wildlife Service, Environment and Climate Change Canada
5019 - 52nd Street, 4th Floor, P.O. Box 2310, Yellowknife, NT X1A 2P7



Annex 1: Results of highly pathogenic avian influenza testing in northern Canada



Northern Region Results

To date, there have been relatively few cases of highly pathogenic avian influenza (HPAI) in northern Canada; detections stayed sporadic, and there is no clear north-wide surge or decline. Results below are adapted from [Avian influenza in the Yukon | Government of Yukon](#), Highly Pathogenic Avian Influenza - Wildlife [Dashboard](#), and current information from the territorial governments. All 2024 positives came from birds or mammals found dead or moribund. There were no detections in harvested birds and none in nearly 500 live-bird samples.

Status		Tested			Suspected or Confirmed HPAI ¹		
		2022	2023	2024	2022	2023	2024
Yukon – birds	Dead ²	80	41	72	7	1	0
Yukon – mammals	Dead	55	31	37	1	0	0
Northwest Territories – birds	Dead	65	47	76	3	1	3
	Live ³	319	407	199	0	0	0
Northwest Territories – mammals	Dead	6	1	2	0	0	0
Nunavut – birds	Dead	109	82	37 ⁴	3	1	2
	Live	1370	221	316	2	0	0
Nunavut – mammals	Dead	0	0	7	0	0	2

¹ A suspected case means that the animal tested positive in preliminary tests for HPAI. A confirmed case is an animal that tested positive for HPAI based on more comprehensive testing at the Canadian Food Inspection Agency Laboratory.

² Any wild bird or mammal carcass that members of the public, wildlife officers, banders or rehabilitation facilities find already dead on the landscape (roadside, shoreline, yard, etc.). Includes birds that die shortly after rescue or are euthanized because they were moribund. Also includes harvested birds (i.e. a live, apparently healthy wild bird that was lawfully taken by a hunter during an open season under the Migratory Bird Regulations). Samples are collected post-mortem by provincial/territorial staff or CWHC veterinarians and submitted for AI diagnostics.

³ “Live” birds were ones that were captured during banding or other scientific research reasons and were opportunistically tested for HPAI, even though they were alive and appeared healthy.

⁴ Two (2) bird results are pending.

Annex 2: Please share this information with your networks



Follow the [ECCC Facebook](#) and [ECCC "X"](#) sites for further avian influenza updates this year.

Re-post on your Facebook site

- [Safety guidelines for handling wild birds](#)



- [Avian Influenza - Stop spread poster](#)



- [Report sick/dead birds](#)



- [Signs of Avian Influenza](#)



- [Harvesting guidelines for birds or eggs](#)



Re-post on your “X” site

- [Safety guidelines for handling wild birds](#)



- [Avian Influenza - Stop spread poster](#)



- [Report sick/dead birds](#)



- [Signs of Avian Influenza](#)



- [Harvesting guidelines for birds or eggs](#)



Print and post for members of your organization:

- [Fact sheet on Avian Influenza](#) summarized by Polar Knowledge Canada, including precautions when hunting or harvesting.
- Avian Influenza - Stop spread poster (Yukon-specific version sent with this letter)
- Wanted – Swabs from harvest waterfowl in Yukon (Yukon-specific version sent with this letter)



NOTICE OF PUBLIC CONSULTATION: YUKON HAZARDOUS AND SPECIAL PRODUCTS (HSP) EXTENDED PRODUCER RESPONSIBILITY STEWARDSHIP PLAN

June 5, 2025

On January 25, 2024, the Government of Yukon enacted the Extended Producer Responsibility (EPR) Regulation, requiring all producers of designated products to implement an approved stewardship program to sell or distribute those products within the territory.

At the request of Product Care Association of Canada (Product Care)'s membership, Product Care is preparing to submit a Hazardous and Special Products (HSP) Stewardship Plan on behalf of stewards who have designated Product Care as their third-party producer responsibility organization, in accordance with Section 8 of the Regulation.

The draft plan is now available for public review and comment.

PROGRAM OVERVIEW

The proposed Yukon HSP program covers the following product categories as designated under Schedule 1 of the Regulation:

- Flammable products
- Toxic products
- Corrosive products
- Domestic pesticides
- Paint products
- Animal deterrents
- Lighting products
- Alarms

Note: Alarms are proposed for inclusion in the program effective January 1, 2027.

PUBLIC CONSULTATION DETAILS

The consultation will proceed in two phases:

Phase 1: Public Review

Dates: June 5 to June 25, 2025

- **Details:** The draft plan is available for review and written feedback.
- **Download the draft plan:** [Click here to view the plan](#)
- **Submit comments via email:** yukon@productcare.org

Phase 2: Webinars and Stakeholder Engagement

Dates: June 26 to August 9, 2025

- **Details:** Product Care will host webinars to present the plan, answer questions, and gather additional feedback.
- **Webinar schedule and registration:** Will be posted on the consultation webpage once confirmed.

420 – 2238 Yukon St.
Vancouver, BC V5Y 3P2

604-592-2972
1-877-592-2972
contact@productcare.org



HOW TO PARTICIPATE

You are invited to:

- Review the draft plan during the 20-day public review period.
- Submit written feedback by email to yukon@productcare.org.
- Register for an upcoming webinar to provide comments directly and ask questions.

CONTACT

For further information regarding the Yukon HSP Stewardship Plan or the consultation process, please contact:

Mario Anda

Senior Program Manager

Email: yukon@productcare.org

MORE INFORMATION

To access the draft plan, stay up to date on webinar registration, and learn more about the program, please visit the [consultation webpage](#).

420 – 2238 Yukon St.
Vancouver, BC V5Y 3P2

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contact@productcare.org





Monthly Report to Council

Recreation Updates

Monthly Report to Council: May 2025

Prepared by: Chanel Johnnie

1. Concession Update

The concession has not yet reopened. With our current staffing levels and program schedules, we haven't had the time to get it going. However, we are set to receive a quote on June 2nd and plan to place our first order on June 3rd.

There have been requests for healthier food options, so we're looking into offering small veggie cups, trail mix, and possibly other simple nutritious items. The original purpose of the concession was to generate some revenue and offer quick, easy snacks during programming, not to run as a full-time operation. Our Program Leaders already balance a lot, so the menu was designed to be minimal and manageable.

If there's an increased demand for broader options or longer hours, we may have to consider hiring someone specifically to run the concession, with Program Leaders only supporting during special events or high-traffic periods.

2. Bookings & Facility Use

Bookings are coming in daily for all areas of the recreation facility, and it's already shaping up to be a very busy summer.

As directed by Council, we have implemented the closure of the fitness room during gymnasium rentals. While we expected some community concern, our staff have received verbal pushback and complaints from some regular users. We continue to inform the public that this was a Council-directed decision, and our team is following through as instructed.

3. Recreation Guide

Our new Recreation Guide will be released this week. We took a more careful approach this season — only including programs and events we know we can deliver. In past years, some offerings didn't work out as planned, so we're trying to build more trust and reliability into the guide by focusing on confirmed programming.



Monthly Report to Council

4. Program Highlights

- **T-Ball & Adult Softball**
Both are off to a fantastic start with strong participation and great community energy.
- **Hoops for Life (June)**
This two-day program will be hosted in partnership with LSCFN in June.
- **Summer Camp**
Registration is open, and the response has been really strong. We're finalizing the weekly plans this week and getting ready for a busy, active summer.
- **Softball Tournament**
Our tournament has been posted, and sponsorship has been rolling in. We're really encouraged by the support so far and expect a solid turnout.
- **Canada Day**
Planning is underway — more details to come

5. Membership & Facility Challenges

We had to make a tough call this month and stop allowing cricket in the gym. The paddles were doing real damage, leaving permanent grooves and marks in the floor. Because of this, we've lost a few members, and we're in the middle of processing refunds. We hated to do it, but we have to protect the floors long-term.

6. Maintenance & Security Issues

We're currently dealing with several facility vulnerabilities:

- We're getting a quote to replace the main front doors to the recreation side of the building. The doors aren't closing properly, and we're also looking into possibly replacing the back door.
- We no longer have access to our surveillance cameras. We've reached out multiple times to Spectrum, but have received no response.
- We've also had difficulty setting the alarm system, there is a zone that is being affected in the building that none of us can figure out, it says zone 13 and we've checked everywhere and cannot find zone 13, this leaves us exposed at night.

With the combination of door issues, camera problems, and alarm failures, our building is currently in a very vulnerable position and addressing this is a top priority.



Monthly Report to Council

7. Child Welfare Concern

Earlier this month, we had to contact the social worker due to a serious child welfare concern. A child showed up to our program with an extremely severe lice infestation, it was very noticeable and raised immediate health concerns for other kids and staff.


After discussing it as a team and documenting everything, we made the decision to suspend the child from programming until we receive official clearance confirming they've been properly treated.

We spoke with the parent at the time, and they told us they were already aware of the issue. This isn't the first time we've had to bring up hygiene concerns with this parent, we've spoken to the parent a few times over the past few years about the same situation. When the child previously returned to programming, we were told they had been treated. However, based on the child's condition this time, we strongly believe the issue was never fully addressed.

We know situations like this are difficult, but we have a responsibility to protect the health and well-being of all participants and staff. When something raises repeated concerns like this, especially at the level we saw, we feel it's our duty to speak up and involve the appropriate services. That's why we made the call to report it to Child and Family Services.


8. Upcoming Events

Trails Canada Event

 *June 7th, time TBA*


We're taking part in the Trails Canada celebration! It would be great to have representation from Council at the event.

Summer Market

 *June 28th | 1:00 PM – 6:00 PM*


Join us at the recreation complex for a fun community market — local vendors, food, and activities.

Summer Camp

 *June 16th – August 1st*

Our summer day camp kicks off soon and runs through to the start of August. Lots of kids are already registered, and we're planning a full schedule of activities and outings.

Pickleball Tournament

 *July 26th – 27th*

We're hosting a community Pickleball Tournament! More details will be shared closer to the date.



TO: MAYOR AND COUNCIL

FROM: CHANTAL PELLETIER, CAO

SUBJECT: CAO REPORT JUNE 17, 2025

Important Dates/Event

July 1st – Canada Day – Pancake Breakfast and activities

Next Council Meeting – July 8, 2025

Carmacks Pool Grand Opening – Date TBD

Changed Regular Council Meeting – July 22, 2025

Project Updates

Boardwalk revitalization – Trail Day event	June 7 th we held a Trans Canada Trail event. It was well attended with approximately 12 people. We have posted the video link in Facebook and website if anyone would like to view them.
Stormwater Upgrades	Contractor to install filter caps on the storm drains. Date unknown.
Nordenskiöld Cemetery	Archaeologist is searching for a person to do this work of up
Heritage Buildings	No updates for this report.
Merv Tew Park Improvements	Public Works has cleaned the area and the bathrooms are not operational
Lagoon	Adam Greenwood and Michael Ukrainetz are in discussions with LSCFN in regards to the site specific area near the lagoon site.
New Fire Hall	Last inspection for the generator has passed and just waiting on confirmation of the report. The fire truck insurance claim is being worked on.

Recreation & Arena repairs	Elevator and electrician are working on the water issues Office space is 90% complete, waiting for inspection to finalize the electrical before finishing.
Main Office Roof Repair	Waiting for one more roofing quote.
Landfill scale project	Tender is now out with closing date of June 30, 2025.
Composting Public Engagement	June 17 th – Jonathan from Balance Biogas
Public Works Compound Building	YG Project Managers will put together a proposal for retrofitting the existing PW building
CRRC Greenhouse	Has been moved to it's new location and CRRC has been notified that they can start programming at any time.
HAF Initiatives	Public engagement for development initiatives took place June 5 th . Some good information was shared. Jane and Mark will be putting together a development grant initiative proposal together for Mayor and Council. Met with CHMC to review and confirm amended initiatives in the HAF for the remainder of the HAF life of 18 months.
Carmacks Bypass sign	Still waiting for the sign to be changed.
Pool	Well filter system installed on Friday. Water to be tested on Monday and inspection requested for this week once results are sent to EHS. Will assess when we can actually open closer to the that time. Still waiting for a boiler heater part for the water to be a bit less cold.

Other Updates:

Interim Landfill Agreements – Each community received interim landfill agreements until final agreements can be delivered, hopefully by the end of this year.

Recruitment – No job openings available at this time as we were successful in hiring for the VIC and Pool.

Land Development – YG Land Development will be gathering information to prepare an updated proposal for Mayor and Council on potential developments for Carmacks.

Budgets – We are on budget and ensuring that capital projects are moving forward.

Community Investment Grant Bylaw – confirmed grants Carmacks .2%, Mayo is at .2%, Teslin has a sliding scale, Faro/Dawson City/Haines Junction/Watson Lake do not have the extra grant.