

**Village of Carmacks Council**

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

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**Agenda 25-04**

**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, February 18th, 2025**

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

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**Agenda**

1. **Call to Order**
2. **Adoption of Agenda** *Motion to Approve.*
3. **Adoption of Minutes**
  - 3.1 Regular Meeting of February 4<sup>th</sup>, 2025, *Motion to Approve.*
4. **Delegation**
  - 4.1 RCMP
5. **Correspondence**
6. **Reports**
  - 6.1 Council Activity Reports
  - 6.2 Mayor's Report
  - 6.3 CAO Report
  - 6.4 Association of Yukon Communities (AYC). (AYC Resolution Discussion)
7. **Bylaws**
  - 7.1 310-24 Council Indemnity Bylaw (Amendment to Section 10)
  - 7.2 160-07 Carmacks Sewer By-Law (Motion to update Sewer Service Fee Rates)
8. **New and Unfinished Business**
  - 8.1 Landfill Lease Questions Posted to YG
  - 8.2 CRRC Resolution
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 FEBRUARY 4<sup>th</sup>, 2025, IN THE MUNICIPAL COUNCIL CHAMBERS**

**PRESENT:** Deputy Mayor: D. Mitchell

Councillors: C. Bellmore, T. Wheeler, D. Hansen

Staff: CAO C. Pelletier, P. Singh

Regrets: Mayor J. Lachance

**1. CALL TO ORDER:** Councillors: C. Bellmore (Act as a Chair for this meeting) called the meeting to order at 7:00 PM.

**2. AGENDA:** Council reviewed the agenda.

**25-03-01 M/S Councillors D. Hansen / T. Wheeler motioned that the agenda be accepted as presented.**

**CARRIED**

**3. MINUTES:**

**3.1** From the regular council meeting on January 21<sup>st</sup>, 2025

**25-03-02 M/S Councillors T. Wheeler / D. Hansen motioned that the minutes be accepted as presented.**

**CARRIED**

**4. DELEGATION**

**5. CORRESPONDENCE**

**5.1 Yukon Quest**

CAO followed up with Yukon Quest regarding a public inquiry from the previous meeting about why the race is not passing through Carmacks this year. Yukon Quest responded via email, stating that due to river ice opening in certain areas, the decision was made for safety reasons. Council reviewed the response and was satisfied with the explanation.

**25-03-03 M/S Councillors D. Hansen / D. Mitchell motioned that the correspondence be filed with resolution.**

**CARRIED**



## 6. REPORTS

### 6.1 Councillor Activity Reports

**Councillor D. Hansen** apologized for her absence at the previous Council meeting, citing health reasons. She also shared feedback from a resident regarding the lack of programs for elders at the recreation center. The resident expressed concern about the absence of dedicated activities and suggested introducing programs such as card games, coffee gatherings, or other social engagement opportunities for seniors. Councillor Hansen provided recommendations based on this feedback for consideration.

**Councillor D. Mitchell** had nothing to report as he was occupied with work commitments.

**Councillor Tara Wheeler** reported receiving a spam email appearing to be from the Mayor's name and advised awareness of potential phishing attempts. Additionally, she assisted children who had forgotten their winter gear in Haines Junction while en route to Ross River by providing them with winter clothing she had available.

**Councillor C. Bellmore** Councillor C. Bellmore noted the cold temperatures experienced last week. She also reported being occupied with hockey activities at the recreation center in preparation for the upcoming tournament this weekend.

### 6.2 Mayor's Report

No Report.

### 6.3 CAO Report

CAO Chantal Pelletier the CAO provided the following updates:

**Next Council Meeting:** Scheduled for **February 18, 2025**.

**Upcoming Events:**

**Hockey Tournament:** February 7-9, 2025.

**Vancouver Canucks Visit:** February 22, 2025.

Carmacks will host Upper Canada College students, who will assist with recreation programs from (March 5-9, 2025).

**MP Hanley Visit:** Scheduled for **tomorrow** afternoon.

**Premier Pillai Zoom Meeting** scheduled for **February 10 at 1:00 PM or 2:00 PM** (to be confirmed).

**Projects & Initiatives:**

**FireSmart RFP 2024:** Awarded, with work near the landfill to be completed by **March 31, 2025**, to secure funding for 2024-2025.



**HAF Reporting** is almost done for the year 2024 and with notable progress in closing milestones. CMHC has responded positively to these advancements.

**Housing Collaboration:** A meeting is scheduled with CDC to discuss potential partnerships.

**Project Progress:** Most projects are now on track, with engagements ongoing with stakeholders to ensure smooth progress.

**Highway Transfer Update:** Awaiting clarification from Yukon Highways & Public Works regarding the **policing jurisdiction** for the highway, as they are currently uncertain.

#### **6.4 Finance Report**

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

**25-03-04 M/S Councillors T. Wheeler / D. Hansen acknowledges receipt of the Accounts Payable Report Cheques from 31114-31168 provided for informational purposes.**

**CARRIED**

#### **6.5 PWGM Report**

Public Works General Manager J. Wylimczyk provided the monthly report for January 2025, which was reviewed by Council. The council found everything to be in order and acknowledged Dale Best's interest in the fire truck.

The CAO mentioned that a public auction for Decommissioned assets will be scheduled for spring or summer 2025.

#### **6.6 Bylaw Monthly Report**

Bylaw Enforcement Constable L. Ferraz provided the monthly report for January 2025, which was reviewed by the Council.

Council acknowledged the concern regarding dogs running into vehicles and discussed the need for potential measures to address the issue.

#### **6.7 Monthly Recreation Report**

Recreation Director, C. Johnnie provided the monthly Recreation Department report for January 2025, which was reviewed by the Council.

Councillor T. Wheeler expressed her satisfaction with the recent community events held at the recreation center.



The CAO also mentioned that the elders' trip to Whitehorse, which was postponed last week due to cold weather, is now scheduled for Saturday of this weekend.

### **6.8 AYC**

Councillor D. Hansen informed Council that the next Association of Yukon Communities (AYC) board meeting is scheduled for March 8, 2025, at 9:00 AM via Zoom.

Council also decided to work on a resolution for AYC during the next regular Council meeting on February 18, 2025.

## **7. BYLAWS**

### **7.1 Animal Control Bylaw 306-24**

Council **reviewed and discussed** the **Animal Control Bylaw** and suggested a few **amendments** after deliberation. The proposed changes will be incorporated for further review and consideration.

### **7.2 Rates of Taxation Bylaw 316-25**

Council **reviewed the Rates of Taxation Bylaw** and decided to **table it for further review and consideration** at a future meeting.

## **8. NEW & UNFINISHED BUSINESS**

### **8.1 Event Permit Application**

**25-03-05 M/S Councillors T. Wheeler / D. Mitchell hat the event permit application submitted by Shannon Lachance, requesting approval for liquor service at the event, be approved.**

**CARRIED**

## **9. QUESTION PERIOD**

**No Question.**

## **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.**



**25-03-06 M/S Councillor T. Wheeler / D. Mitchell motioned to go in-camera at 8:01PM.**

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

**25-03-07 M/S Councillor T. Wheeler / D. Hansen motioned to go out of in-camera at 8:49 PM.**

**25-02-08 M/S Councillors D. Hansen / D. Mitchell motioned to accept the renew landfill lease boundaries presented by Yukon Government.**

**CARRIED**

## **11. ADJOURNMENT**

**25-02-09 M/S Councillor T. Wheeler motioned to adjourn the at 8:50 PM.**

Councillor C. Bellmore adjourned the meeting at 8:50 PM.

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Deputy Mayor D. Mitchell

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CAO Chantal Pelletier

**MONTHLY  
MAYOR’S / CHIEF’S  
POLICING REPORT  
January 2025**

**Carmacks Detachment  
“M” Division Yukon**

Canada 



<b>OCCURRENCES</b>	<b><u>January 2025</u></b>	<b>Year to Date 2025</b>	<b><u>January 2024</u></b>	<b>Year to Date 2024</b>
Assaults (All Categories)	2	2	6	6
Assistance/Suspicious Occurrence	3	3	0	0
Break and Enters	0	0	1	1
Cause Disturbance / Mischief/Breach of Peace	9	9	3	3
Drugs (all categories)	1	1	1	1
Fail to comply with conditions	1	1	0	0
False Alarms	1	1	2	2
Impaired Driving	2	2	1	1
Liquor Act	0	0	0	0
Mental Health Act	1	1	0	0
Missing Persons/Requests to Locate	0	0	0	0
Sexual Assault	1	1	1	1
Thefts (all categories)	1	1	0	0
Traffic (Speeding/Prohibited driver/etc.)	2	2	1	1
Uttering Threats	1	1	4	4
Vehicle Collisions	4	4	3	3
Wellbeing check	2	2	2	2
Other	6	6	4	4
<b>Total Calls for Service</b>	<b>37</b>	<b>37</b>	<b>29</b>	<b>29</b>

Service Calls Involving Alcohol	17	17	13	13
Prisoners held locally	1	1	4	4



## Village of Carmacks By-law 310-24

### 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 it necessary 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 it necessary to provide for expenses incurred while attending meetings and other municipal duties;

**AND WHEREAS** the Council deems it necessary 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 by-law may be cited as the "Council Indemnity and Expense By-law 310-24."

#### 2. DEFINITIONS

In this by-law:

- **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 will rotate annually among the Councillors during the 4-year public office term.

- **Chief Administrative Officer (CAO)** means the Chief Administrative Officer of the Village of Carmacks or their 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 attending meetings or Council duties beyond regular Council meetings.
- **One week** means seven (7) calendar days.

### 3. ADMINISTRATION

The Chief Administrative Officer is appointed to administer this by-law.

### 4. GENERAL PROVISIONS

a. The annual indemnity for the Mayor shall be **fifteen thousand two hundred fifty-two dollars and sixty-four cents** (\$15,252.64), reflecting a 4% increase from \$14,666.00.

b. The annual indemnity for each Councillor and the Deputy Mayor shall be **twelve thousand two hundred two dollars and sixty-six cents** (\$12,202.66), reflecting a 4% increase from \$11,733.00.

c. The annual indemnity will be paid to the Mayor and Councillors in twenty-six (26) equal payments 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 are 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 are 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**

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.

b. **Opt-Out Provision for Meals:** Elected officials may opt out of host-provided meals during travel for a flat rate of seventy-five dollars (\$75) per day to cover meal expenses.

## **8. REVIEW**

This by-law 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 electronic 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 2025.

By-law 273-21 is hereby repealed.

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**READ A FIRST TIME THIS 3rd DAY OF October 2024.**

**READ A SECOND TIME THIS 3rd DAY OF October 2024.**

**READ A THIRD TIME AND FINALLY PASSED THIS 15th DAY OF October 2024.**

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**SIGNED:**

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**Mayor Lee Bodie** \_\_\_\_\_

**Chief Administrative Officer Matthew Cybulski** \_\_\_\_\_

## Sewer Service Fee Rates Appendix

2025				
	Current	Increase by 20%	Increase by 25%	Increase by 30%
Residential	18 per month	21.60	22.50	23.40
Apartment (each unit)	18 per month	21.60	22.50	23.40
Hotel & Motel	5.40 per month	6.48	6.75	7.02
Lounges, Cafes & Taverns	20.70 per month	24.84	25.88	26.91
Commercial Business Office	14.4 per month	17.28	18.00	18.72
Service Station (no car wash)	36 per month	43.20	45.00	46.80
Dumping Station	22.5 per dump station	27.00	28.13	29.25
Public Showers, toilets, sinks	7.5 per fixture	9.00	9.38	9.75
Laundromat	10.80 per washer	10.96	13.50	14.04
Health Centre	7.50 per fixture	9.00	9.38	9.75
RCMP	7.50 per fixture	9.00	9.38	9.75
Church	7.50 per fixture	9.00	9.38	9.75
Energy, Mines & Resources & Fire managemer	7.50 per fixture	9.00	9.38	9.75
School	7.50 per fixture	9.00	9.38	9.75
Annual Revenue	30,031.20	36,037.44	37,539.00	39,040.56

Annual CPI Inflation rate	
2018	2.30%
2019	1.80%
2020	1.20%
2021	4.70%
2022	6.80%
2023	4.50%
2024	<u>2.60%</u>
	23.90%



Village of Carmacks  
P.O. Box 113  
Carmacks, YT Y0B 1C0

Landfill Boundary Lease Questions – requested by Deputy Mayor and Council from February 4, 2025 regular council meeting.

1. Location of septic field for the Quonset, will this be an issue for the trail road proposed in the landfill boundary lease Appendix “C”?
  - a. ANSWER: Chantal met with Jens and we determined that the septic field is located more to the side-back than behind the Quonset and will not be an issue for the trail road to the radio tower as there is plenty of room for the access road. Chantal has informed Community Services and YG Land Development to inform them that there is room for the trail road.
2. Will there be proper water drainage from the new road construction?
  - a. ANSWER: YG development and HPW have informed Chantal that this road is not a full-on constructed road. It will be an access road for the current trail head located at the base of the hill. The road made will be properly graded to ensure water is flowed away from the Quonset and landfill area.
3. Concerns regarding electrical conduit for electrical fence.
  - a. ANSWER: The electrical fence we currently have in place will not be touched and the trail road being built will not disturb any electrical conduit.
4. CAO’s question about fencing the boundary by the new access road with a gate so that we can still use the grubbing area?
  - a. ANSWER: No actual fence will be built along this boundary and no gate is required. The new boundary lease will speak to the access and allowed usage of the grubbing area for use by the Carmacks Landfill.