

Village of Carmacks Council

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

Agenda 25-13

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 **Wednesday, July 8th, 2025**

Zoom Information: Meeting ID: **816 0093 7736** Passcode: **643780**

Agenda

1. **Call to Order**
2. **Adoption of Agenda** *Motion to Approve*
3. **Adoption of Minutes**
 - 3.1 Regular Meeting of June 17th, 2025 *Motion to Approve*
 - 3.2 Special Meeting of June 24th, 2025 *Motion to Approve*
4. **Delegation**
 - 4.1 YG Land Development – Hannah & Kevin
 - 4.2 HAF Development Initiative – Jane & Mark
 - 4.3 RCMP Monthly Report
5. **Correspondence**
 - 5.1 Stuart Harris – Traffic Management and Parking By-Law
 - 5.2 Stuart Harris – Letter to Mayor, Council, and CAO
6. **Reports**
 - 6.1 Council Activity Reports
 - 6.2 Mayor's Report
 - 6.3 Finance Report
 - 6.4 Fire Report
 - 6.5 VIC Report
 - 6.6 Bylaw Report
 - 6.7 Public Work's Report
 - 6.8 CAO Report
 - 6.9 Association of Yukon Communities (AYC)
7. **Bylaws**
 - 7.1 Civic Addressing Bylaw 301-24 – application *Resolution*
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 17th, 2025, IN THE MUNICIPAL COUNCIL
CHAMBERS**

PRESENT: Mayor: J. Lachance

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

Staff: CAO C. Pelletier, P. Singh

Delegation: Lauren Hanchar, Bonnie Dixon, Jordan Stackhouse, Arbor Webster, Mark Wickham, Jane Koepke

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

2. AGENDA: Council reviewed the agenda.

25-12-01 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 June 4th, 2025

25-12-02 M/S Councillors D. Mitchell / D. Hansen motioned that the minutes be accepted as amended under AYC Report.

CARRIED

4. DELEGATION

4.1 AYC – Election Preparedness

Presenters: Lauren Hanchar, President, Association of Yukon Communities (AYC), Bonnie Dixon Executive Director AYC, Jordan Stackhouse, Consultant contracted by AYC.

Purpose of Visit:

To introduce AYC's 2025 Election Readiness initiative to council and gather initial feedback from the Village of Carmacks, with a formal response to follow.



Key Objectives:

- Update AYC's policy positions ahead of the 2025 territorial election.
- Ensure local priorities are reflected in advocacy efforts.
- Align AYC's positions with member municipalities' strategic plans, Official Community Plans (OCPs), and current challenges.

Policy Areas Being Reviewed:

1. Infrastructure Investment
2. Financial Sustainability
3. Emergency Readiness
4. Community Safety
5. Climate Change
6. Affordable Housing

Each topic includes:

- A statement of the current situation, especially as it pertains to northern realities (e.g., permafrost, limited capacity).
- Contextual challenges specific to Yukon communities.
- AYC's current position on the issue.
- Proposed actions and recommendations for advocacy, aligned with FCM's national positions where appropriate.

Why This Matters:

- This initiative builds on successful work done in 2022.
- There is concern about reduced infrastructure funding and the lack of new program announcements.
- The aim is to be well-positioned when new funding or opportunities arise.
- Strong policy positions will enable AYC to proactively advocate to candidates and government officials before and during the election.

Next Steps:

- AYC will send the full draft policy document to council.
- Council is asked to:
 - Review the draft positions.
 - Identify any community-specific priorities, language adjustments, or strategic alignment opportunities.
 - Submit a formal response to AYC in the coming weeks.



- The goal is to finalize and adopt these positions by early September 2025.

Closing Remarks:

Jordan emphasized the importance of face-to-face engagement, reaffirmed AYC's role as a member-driven advocate, and encouraged council to treat AYC as a close partner during this process.

4.2 HAF – Development Initiatives

Presenters: Jane Koepke & Mark Wickham

Purpose of Presentation:

To update Council on housing incentive planning under the Housing Accelerator Fund (HAF), share results of public engagement, and preview a draft policy that will be brought forward at the July 8 Council meeting.

Context and Background:

- The Village of Carmacks received HAF funding, with a target of 72 new housing units. Over 3 years—presenters acknowledge as ambitious and likely unachievable.
- Confirmation of ongoing HAF funding is still pending, though CMHC has indicated that *visible progress* on the action plan and building permits will be considered favorably.
- The Village has received two disbursements totaling approximately \$1.1 million.
- 16 building permits were issued in Year 1. Only new building permits are considered towards the HAF funding and *not* development permits.

Public & Survey Engagement Highlights:

- Public meeting held two weeks prior had low turnout but strong discussion.
- 13 survey responses collected:
 - Strong interest in single-family home incentives, primarily for personal occupancy.
 - Low interest in rental housing development.
 - Common barriers cited:
 - High construction costs
 - Land constraints
 - Lack of local contractors
 - Unfamiliarity with the development process



Incentive Policy Discussion:

Jane and Mark propose two separate incentive streams:

1. Small-Scale Projects (≤ 4 units):

- Modeled after successful programs in Watson Lake and Haines Junction.
- Proposed: \$40,000 per new unit cash incentive (details pending).
- Funds to be paid in stages: partial payment on permit, remainder on occupancy.
- Flexibility on use of funds: construction costs, permitting, tipping fees, etc.
- Emphasis on simplicity, clarity, and speed.

2. Major Projects (5+ units):

- Tailored, negotiated packages depending on proponent needs.
- Could include:
 - Land contributions
 - Property tax waivers (up to 10 years)
 - Fee waivers
 - Grants toward pre-development expenses (e.g. engineering, geo tech, architectural studies)
- Support will target pre-permit “soft costs”, which are often major hurdles for large builds.

Timing and Urgency:

Milestone	Deadline
Building Permits must be issued	Dec 31, 2026
All developments completed by	Nov 30, 2027
Final HAF disbursements completed by	Jan 8, 2028 (Village's HAF expiry)

Action is urgent. The time window is tight, especially for larger projects with long pre-development timelines. Delay risks losing a year (or more) of HAF funding.

Major Development Conversations:

- Carmacks Development Corporation: Considering a 32-unit project behind the 6-plexes.
- Project is in early stages; considerable work (zoning, engineering, servicing) is still required.
- Municipality encouraged to actively support large-scale proponents and remove procedural hurdles.



Recommendations from Presenters:

1. Act Fast – Time is running out.
2. Don't Reinvent the Wheel – Use proven models like Watson Lake.
3. Keep it Simple (for small builds), but Flexible (for large ones) – Recognize different needs.
4. Make Incentives Count – Offer meaningful grants that trigger real construction activity.

Next Steps:

- Draft Incentive Policy to be presented to Council on July 8.
- Policy to include:
 - Summary of survey/public engagement.
 - Overview of remaining HAF funding.
 - Scenario modelling of different commitment levels.
- Feedback from Council will shape final policy and rollout strategy.

Closing Notes:

- Jane and Mark emphasized the need for continued partnership, proactive support, and hands-on follow-up with proponents.
- Success hinges not just on cash, but technical assistance and local leadership.
- Council expressed appreciation for the strategic approach and will revisit on July 8th.

4.3 RCMP

RCMP were unable to attend the meeting due to being extremely busy with calls. Formal Monthly report was provided for May 2025.

4.4 Presentation – Community Services Update

Guest: *Arbor Webster, Community Advisor*

Arbor Webster thanked Mayor and Council members and provided updates from Community Services. Key points included:

1. Elected Officials Training – NAMS Canada

- A lunch-and-learn session is being offered by NAMS Canada (National Asset Management Strategy).
- The training is approximately 45 minutes long and aims to introduce elected officials—regardless of experience—to the basics of asset management and its importance in local governance.



- Topics include:
 - The role of elected officials in asset stewardship
 - How asset management supports strategic planning and informed decision-making
- The session is scheduled for noon tomorrow. Some councilors confirmed attendance. Additional sessions may be offered if there is interest.

2. Sustainable Communities Forum

- The next Sustainable Communities Forum is set for October 7, 2025
- This event is coordinated twice yearly and invites participation from municipal staff, First Nations governments, and other local organizations.
- This fall's theme will focus on:
 - Flood adaptation
 - Climate resilience
 - Disaster preparedness
- Invitations will be sent out to relevant contacts.

3. Municipal Act Review Committee

- In response to a 2023 AYC resolution, a joint review committee will be established to examine the Municipal Act.
- The committee will be developed in partnership between Community Services and AYC.
- While there is no formal mandate yet for legislative changes, the committee's role is to:
 - Facilitate discussions with stakeholders
 - Identify issues and opportunities
 - Develop findings and recommendations to guide future updates to the Act
- Participation is expected to include municipal staff, particularly those who work closely with the Act.

Closing Notes from Arbor:

- Arbor offered to visit communities directly to provide hands-on support for minor technical issues (e.g., email setting up or training).
- A follow-up link to the training session will be sent to council members who requested it.



5 CORRESPONDENCE

5.1 Environment & Climate Change Canada – Avian Influenza

Council reviewed correspondence received from Environment & Climate Change Canada regarding Avian Influenza.

- The letter was included in the council meeting package for information and review.
- No questions or comments were raised by council members at this time.

5.2 Product Care Stewardship Plan – Public Consultation

Council received correspondence regarding the Product Care Stewardship Plan related to Yukon Hazardous and Special Products (HSP) under the Extended Producer Responsibility (EPR) framework.

- The plan outlines future stewardship strategies for managing hazardous and special products in the Yukon.
- The purpose of the correspondence was to inform Council of the public consultation process currently underway.
- No questions or comments were raised by Council during the review.

6 REPORTS

6.1 Councillor Activity Reports

Councillor D. Hansen has nothing to report.

Councillor D. Mitchell has nothing to report other than attending the HAF public engagement.

Councillor T. Wheeler Councillor Wheeler shared that she had received a message from Stuart Harris, who had concerns regarding past public consultation on traffic bylaws and felt his input had been overlooked. She followed up with him directly and noted that even a response seemed to help.

She also expressed a desire for more clarity and cohesion around Council's current priorities and direction, suggesting that while much of the work has been based on past plans, there is value in ensuring Council is actively shaping its own goals moving forward.



Councillor C. Bellmore apologized for missing the previous meeting and provided a brief report on attending the FCM (Federation of Canadian Municipalities) conference.

- She attended several informative sessions, noting highlights such as discussions on inter-community relationships.
- One useful takeaway was a pamphlet from Traffic Logix, a company specializing in speed radar signs. The material included guidance on community speed changes and considerations for traffic bylaw updates. It also noted that some of their signs are already in use in the Yukon and include data tracking, which could be helpful for future traffic planning.

Councillor Bellmore also confirmed she had been in touch with Mr. Stuart Harris, directing him to submit his letter via email for inclusion in Council correspondence if he wished.

6.2 Mayor J. Lachance provided a detailed update on recent activities and community matters:

- **Federal Infrastructure Funding:**
Announced \$38 million in federal funding for flood mitigation infrastructure in Carmacks. The mayor noted the importance of public engagement and proposed a joint meeting with LSCFN and YG regarding next steps.
The Mayor requested clarification on the Village's current position regarding the flood mitigation options (1 and 2) mentioned in previous plans. It was also noted that a specific community area, previously affected by flooding, was not included in the final plan—prompting a request for possible opportunity to comment or amend.
- **Community Updates:**
 - Signed up for the NAMS Canada lunch and learn training hosted by Community Affairs.
 - About Trans Canada Trail Day celebrations, thanking volunteers and recognizing donations of flowers by Trails Canada.
 - Coaching Little League baseball and acknowledged local youth mentors George Skookum and Tristan Unterschute.
 - Attended the FCM Conference, appreciated northern community discussions alongside Councillor Bellmore.
 - Participated in a development incentives session about (HAF funding) organized by Jane and Mark and discussions on community planning.
 - Attended a biogas and recycling information session, tied to future solid waste management development.



- Operations & Support:
 - Assisting with pool operations and chemical safety with colleagues and thanks the staff for ongoing efforts.
- Recognition:
 - Attended a ceremony for Canadian Ranger Richard Newell, who received his Fifth Bar to the Canadian Forces Decoration for 62 years of service—an exceptional milestone as one of only five people to receive such recognition and only Canadian.

6.3 Recreation Report Recreation Director, Chanel Johnnie provided the monthly Recreation Department report for May 2025, which was reviewed by the Council. Councillor Bellmore raised concern regarding a line in the report stating the gymnasium was closed for external rental use "as directed by Council."

- Councillor did not recall such a direction being passed by this Council and requested further discussion at a future meeting.
- Expressed concern that such closures conflict with the intended recreational use of the facility and may reduce access for the public.
- Noted that the fitness room is a key revenue generator and closing it may negatively impact community health and financial viability.
- C. Hansen recalls the discussion of closing the gym during rental events.
- Mayor has stated that CAO and Recreation Director are working on a solution which may include building a wall to block off the workout room to the gym.

Regarding the concession:

- Councillor Bellmore supported public requests for healthier food options, particularly during events like hockey.
- Suggested that additional staffing needs should be weighed against the benefit to the community rather than being a barrier.

6.4 CAO Report

CAO Chantal Pelletier provided the following updates:

Important Dates

- July 1: Canada Day Pancake Breakfast & Community Activities
- July 8: Next Regular Council Meeting
- July 22: Rescheduled Council Meeting
- Pool Grand Opening: Date TBD (pending UV filtration repair & inspection)



Project & Operations Updates

Recreation & Pool

- Pool Opening Delay: UV filtration system damaged in shipping; replacement part is on route. Once installed, water must pass a 48-hour test followed by Environmental Health inspection before opening.
- Arena Elevator: Electrical and elevator repairs are being coordinated due to water pooling issues.
- Office Renovation: 90% complete, awaiting final electrical inspection.
- Roof Repairs: Awaiting one final contractor quote before proceeding.

Boardwalk/Trail Day

- Trail Day (June 7) had approx. 12 attendees. A drone video is posted on Facebook and the website.

Public Works & Infrastructure

- Stormwater: Waiting on contractor to install storm drain filter caps.
- Merv Tew Park: Cleaned up; bathrooms operational.
- Lagoon Site: Discussions ongoing with LSCFN regarding site specifics.
- New Fire Hall: Final generator inspection passed. Fire truck insurance claim ongoing.
- Landfill Scale Project: Tender closes June 30, 2025.
- Public Works Building: YG preparing a retrofit proposal.
- CRRC Greenhouse: Relocated to arena wall; programming can begin.

Composting & Waste Management

- Biogas Info Session: Held June 17th with Balance Biogas. Engagement was limited; more participation encouraged.
- Interim Landfill Agreements: Issued to communities; final agreements expected later in 2025.

Housing & Development

- HAF Initiatives: Development engagement session held June 5th. Jane and Mark are preparing a grant proposal.
- CHMC Meeting: Amended HAF priorities reviewed for remaining 18-month term.
- Land Development: YG gathering updated development info for Council review.



Budget & Recruitment

- Budget: On track; capital projects are progressing.
- Hiring: All positions for VIC and Pool filled. No current job openings.

Other Notable Updates

- Community Investment Grant Bylaw: Confirmed as follows:
 - Carmacks: 0.2%, Mayo: 0.2%, Teslin: Sliding scale
 - Faro, Dawson City, Haines Junction, Watson Lake: No extra community grant
- Carmacks Bypass Sign: Still awaiting replacement by YG.

6.5 AYC

Council received a brief update from President Lauren Hanchar and others regarding recent AYC activities.

- Carmacks is set to host an upcoming quarterly AYC Board Meeting, which is a positive opportunity for the community.
- Discussion included ministerial communication protocols, specifically regarding how responses from Ministers, including Minister Nils Clarke, Minister Richard Mostyn, and Minister Tracy-Anne McPhee, are managed and whether replies are being appropriately shared with member communities when received.
 - This follows the submission of three joint letters sent respectively to each Minister from the Council of Yukon First Nations (CYFN) and AYC. These letters were included in today's council meeting package for reference.
- It was also noted that Grand Chief Peter Johnston of the Council of Yukon First Nations has demonstrated improved engagement with AYC in recent meetings, a positive shift from previous concerns about limited responsiveness.

7. BYLAWS

None.

8. NEW & UNFINISHED BUSINESS

None.

9. QUESTION PERIOD

None.

10. ADJOURNMENT



25-12-03

M/S Councillor T. Wheeler / D. Hansen motioned to adjourn the meeting at 8:07PM.

Mayor J. Lachance adjourned the meeting at 8:07 PM.

Mayor J. Lachance

CAO Chantal Pelletier



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

SPECIAL MEETING MINUTES 25-S04

MINUTES FROM THE SPECIAL MEETING OF THE COUNCIL FOR THE VILLAGE OF CARMACKS ON JUNE 24TH, 2025, IN THE MUNICIPAL COUNCIL CHAMBERS

PRESENT: Mayor: Justin Lachance

Councillors: D. Hansen, T. Wheeler, C. Bellmore, D. Mitchell
Staff: CAO C. Pelletier, A. Wylimczyk, P. Singh
Delegation: Phil Dirks (Metrix Group)

1. **CALL TO ORDER:** Mayor J. Lachance called the meeting to order at 7:00 PM.
2. **AGENDA:** Council reviewed the agenda.

25-S04-01 M/S Councillors T. Wheeler / D. Hansen motioned that the agenda be accepted as presented.

CARRIED

3. ACTION ITEMS

3.1 Council Review and Approval of the Auditor's Report for the 2024 Financial Statements.

Mr. Phil Dirks, a partner with Metrix Group LLP, presented the 2024 Audited Financial Statements for the Village of Carmacks. Key highlights included:

- **Audit Opinion:** Clean/unqualified opinion, indicating no material misstatements.
- **Financial Assets:** \$3.7 million (including \$2.6 million in cash, short-term GICs, and \$895,000 in receivables, mostly government transfers).
- **Liabilities:** \$973,000 (notably decreased from the previous year, largely due to timing of capital projects).
- **Net Financial Assets:** \$2.7 million (indicating strong financial health).



Village of Carmacks

P.O. Box 113

Carmacks, YT Y0B 1C0

- **Tangible Capital Assets:** \$41 million (net book value), including recent additions like a grader, excavator, and loader.
- **Annual Deficit:** \$1 million (largely due to amortization and timing of capital grants), resulting in a decrease in accumulated surplus from \$44.7M to \$43.7M.
- **Housing Accelerator Fund:** \$425,000 unspent as of year-end; carried forward for future use.
- **Audit Findings Report:** No significant control deficiencies or unusual accounting practices noted. Estimates for amortization and landfill closure obligations are within norms.

Phil acknowledged the strong cooperation from Village staff, particularly Annette, during the audit process. A management letter with minor suggestions will be submitted shortly.

25-S04-02 M/S Councillors D. Mitchell / T. Wheeler motioned that Council accept and approve the 2024 Audited Financial Statements as presented.

CARRIED

QUESTION PERIOD

No questions from the public.

ADJOURNMENT

25-S04-03 M/S Councillor T. Wheeler / D. Hansen motioned to adjourn the at 7:30 PM.

Mayor Justin Lachance adjourned the meeting at 7:30 PM.

Mayor Justin Lachance

CAO Chantal Pelletier



Land Development in Carmacks

Presented by:
Land Development Branch, Community Services, Government of Yukon
Hannah McDonald
Kevin Fisher

Presented to:
Village of Carmacks Council



Yukon

July 8, 2025

Land Development Branch (LDB)

- Primary developer of Yukon Government owned land (Commissioner's Land) in the territory;
- Work on residential, commercial, and industrial projects;
- Projects range from small infill (one or two lots) to large new subdivisions (150+ lots)
- **We do not build the homes or buildings – we design and construct infrastructure to create subdivisions that build the foundation for new neighbourhoods.**





Navigating the Land Development Process and Overcoming Challenges

- Escalating development costs and meeting cost recovery
- Small and localized developer market
- Public perceptions

Overview Map – Recently Developed Areas



Site 1

Freegold Road

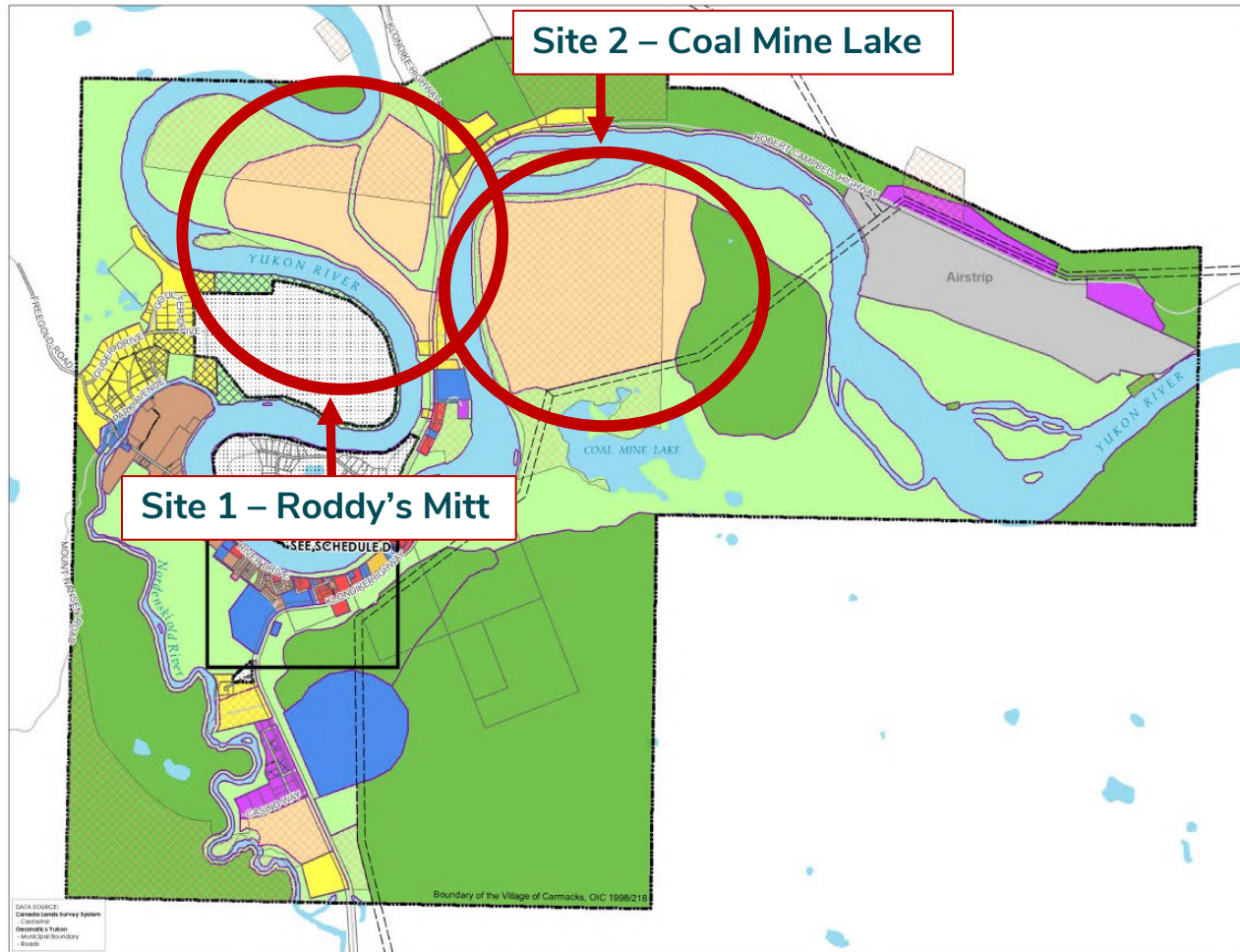
- Country Residential
- 3 lots, ~0.82ha each
- Sold in Spring 2023

Site 2

Rowlinson & Prospector

- Urban Residential
- 6 lots
 - 4 single family (~750m²)
 - 2 multi family (.44ha and .17ha)
- Sold in Fall 2024

Overview Map – Future Development Areas



Site 1

Roddy's Mitt

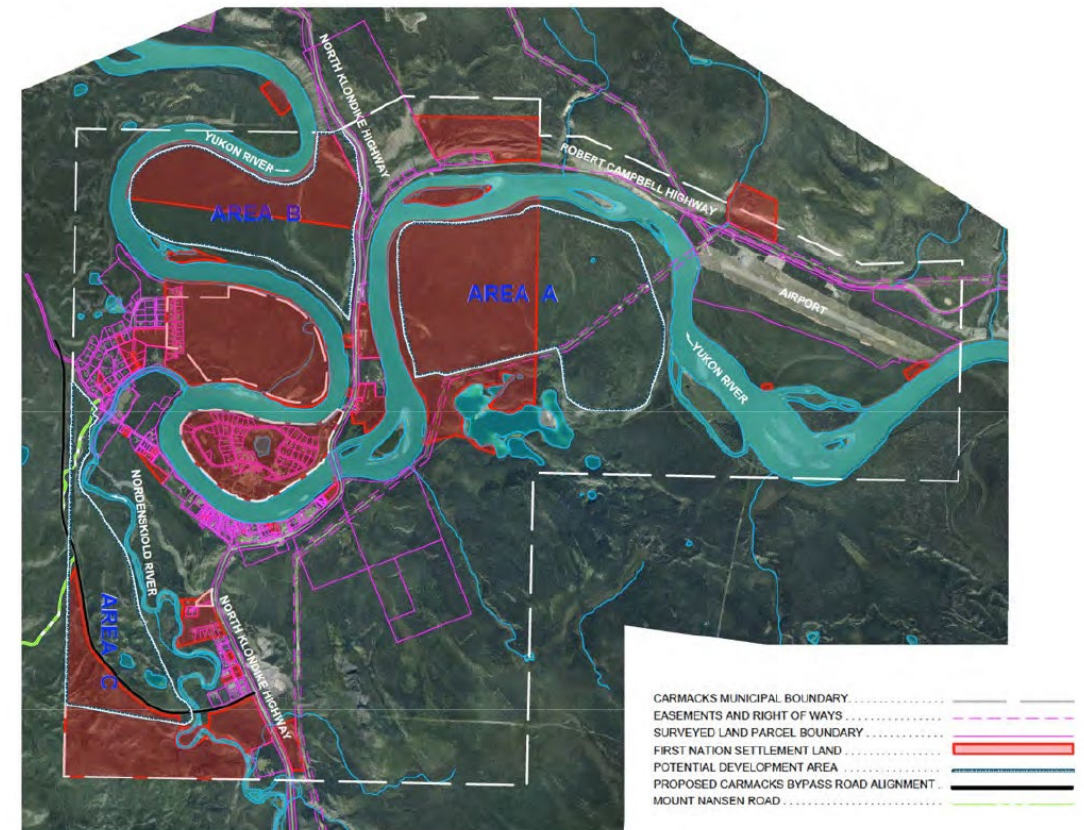
Site 2

Coal Mine Lake

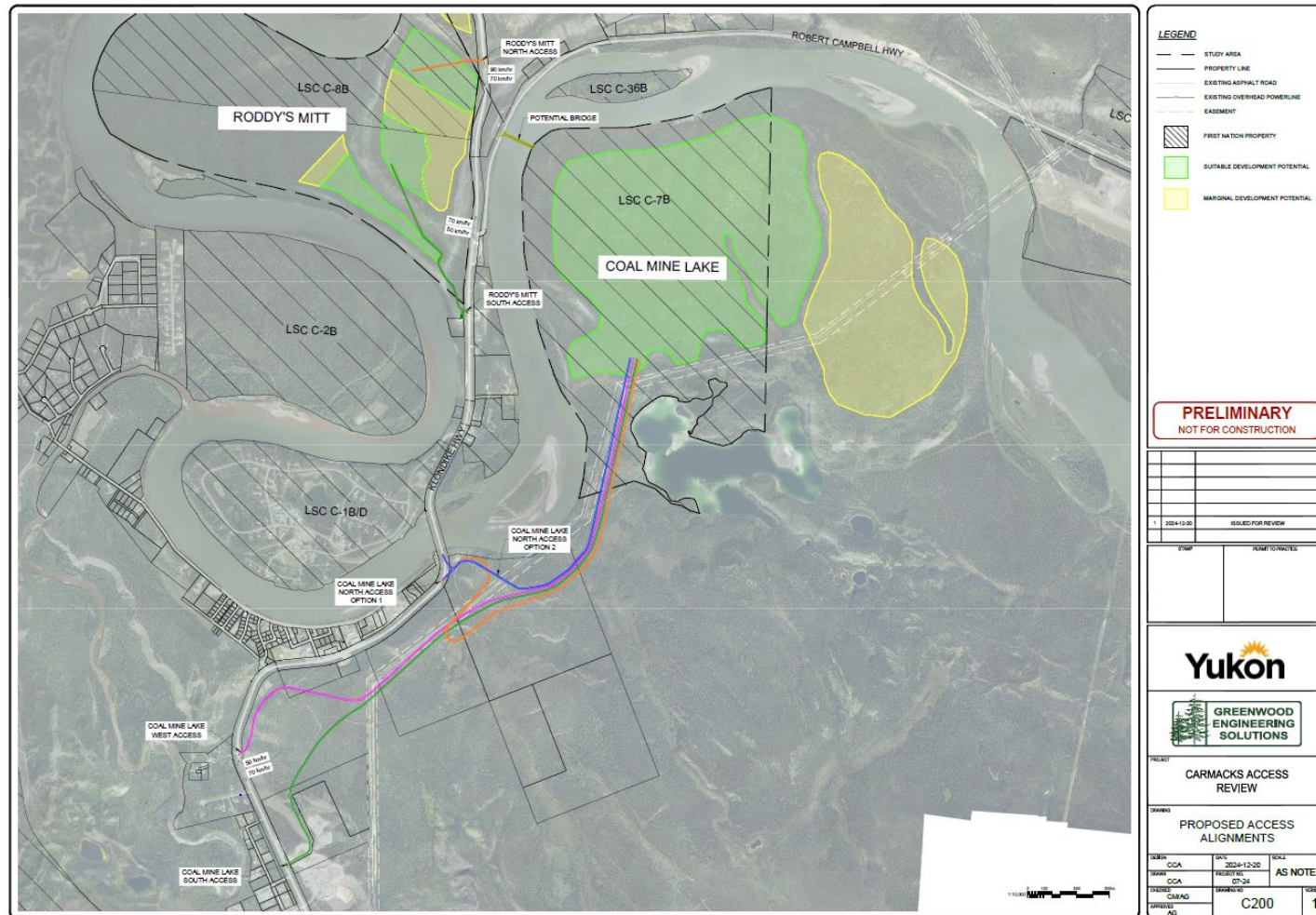
2020 Land Suitability Assessment

Study Areas

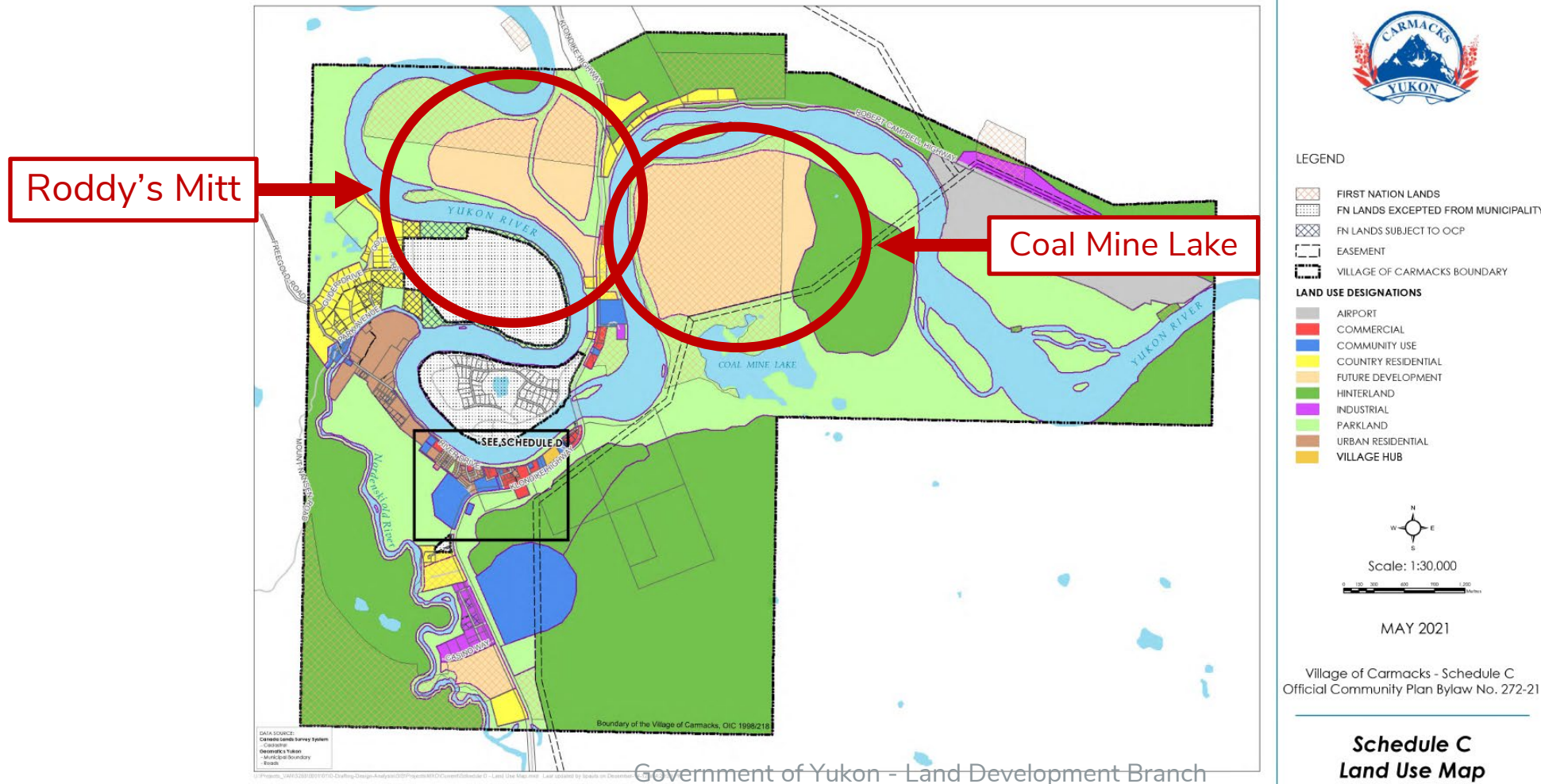
- Undertaken as part of the 2020/1 Official Community Plan (OCP) review
- Looked at three Future Development Areas
- Completed in December 2020
- Results used to inform “future development areas” in 2021 OCP



2020 Land Suitability Assessment



2021 Village of Carmacks OCP



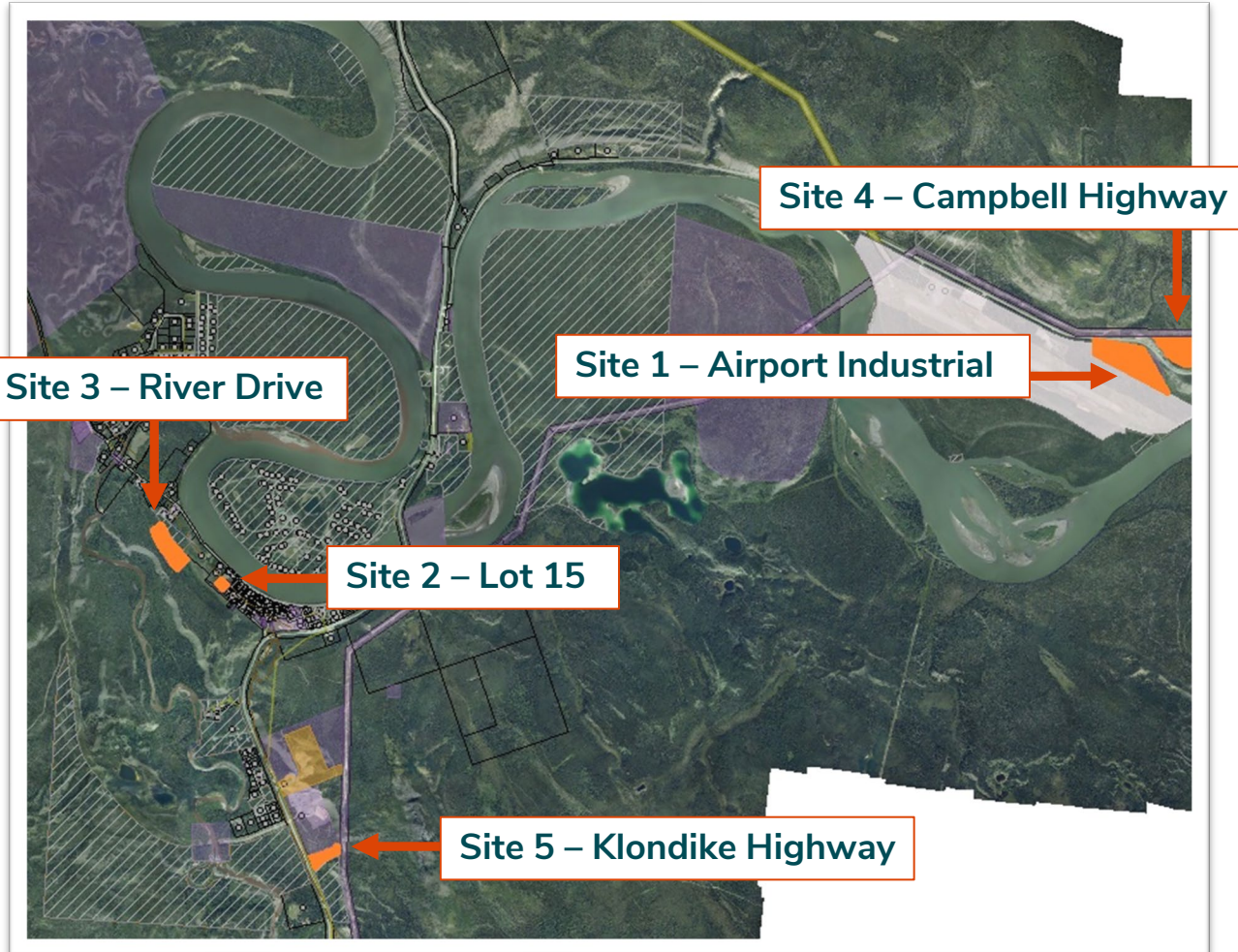
Roddy's Mitt:

AREA B	
Size	228 ha
Land Tenure	Crown (45.8%); LSCFN (52.1%); private (2.1%)
Estimated Lot Yield	53 (0.5 and 1.0-ha lots)
Proposed Development Type	Country Residential
Development Costs (Class D)	\$6,595,980
Average Cost/Lot	\$124,452
Cost Recovery	29.7%
PROS	CONS
<ul style="list-style-type: none"> • 15-25 year supply of lots • Potential for more developable land (subject to further testing) • Potential for many view lots • Perimeter trail network potential in development setbacks • Shorter access road distance and potential for two access points • Lower per lot cost than Area A (for 15-25 year supply) • (Roughly) equal distribution of suitable land between YG/LSCFN 	<ul style="list-style-type: none"> • Steep road grades required to access terrace • Coal Mine Hill sight lines could be challenging • Onsite wells are unlikely in the terrace portion due to high elevation • Potential impacts to fish camp on LSCFN land

Coal Mine Lake:

AREA A	
Size	407 ha
Land Tenure	Crown (49.9%); LSCFN (50.1%)
Estimated Lot Yield	153 (1.0-ha lots)
Proposed Development Type	Country Residential
Development Costs* (Class D)	\$12,100,841
Average Cost/Lot*	\$228,318
Cost Recovery	21.9%
PROS	CONS
<ul style="list-style-type: none"> • 50-75 year supply of lots • Onsite septic and wells • Nearby Coal Mine Lake offers recreation amenity • New access road may facilitate development of private land • Opportunity to distribute fixed/off-site costs across a much bigger development <p><i>*based on a 53-lot development for direct comparison to Area B</i></p>	<ul style="list-style-type: none"> • Distance from townsite and topography adds considerable cost and complexity to access and servicing • Road access could place new pressures on Coal Mine Lake • Likely only one access point • Co-development and market choice undermined by concentration of suitable conditions on LSCFN lands

Overview Map – Potential Infill Areas



Site 1 – High potential

Airport Industrial

Site 2 – Medium potential

Lot 15 (*UR*)

Site 3 – Low potential

River Drive (*UR*)

Site 4 – Low potential

Campbell Highway (*CR*)

Site 5 – Low potential

Klondike Highway (*Industrial*)

(removed:

- Bypass road
- Private lot)

Potential Infill Areas - Site 1 - Airport Industrial – **High potential**

- 11 ha site with potential for 7 lots
- Due to poor economic feasibility, this development will need to be 'bare-bones' with road and single-phase power only.

Work completed includes:

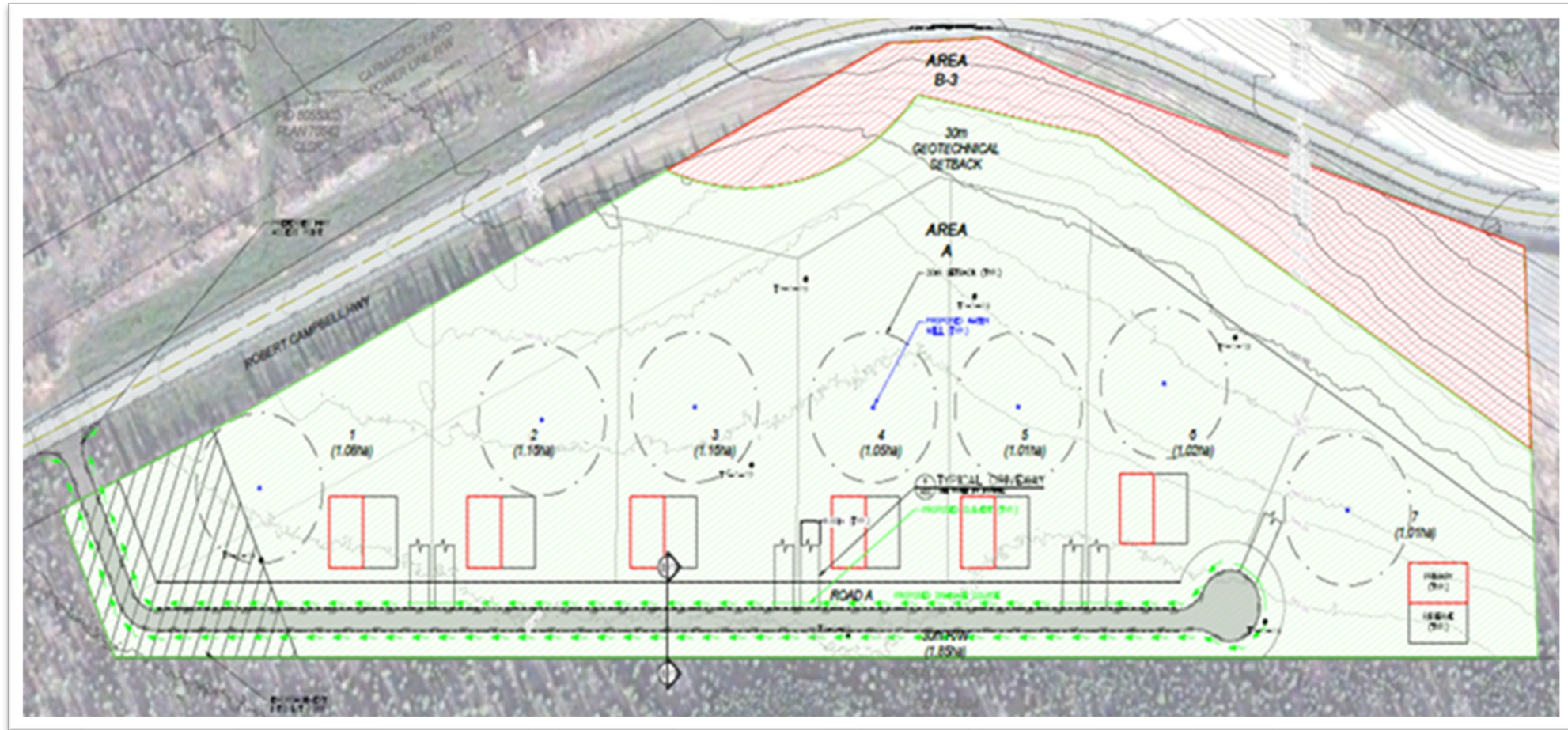
- Feasibility work
- Concept planning and preliminary civil design, with costing

Next steps, if proceeding, include:

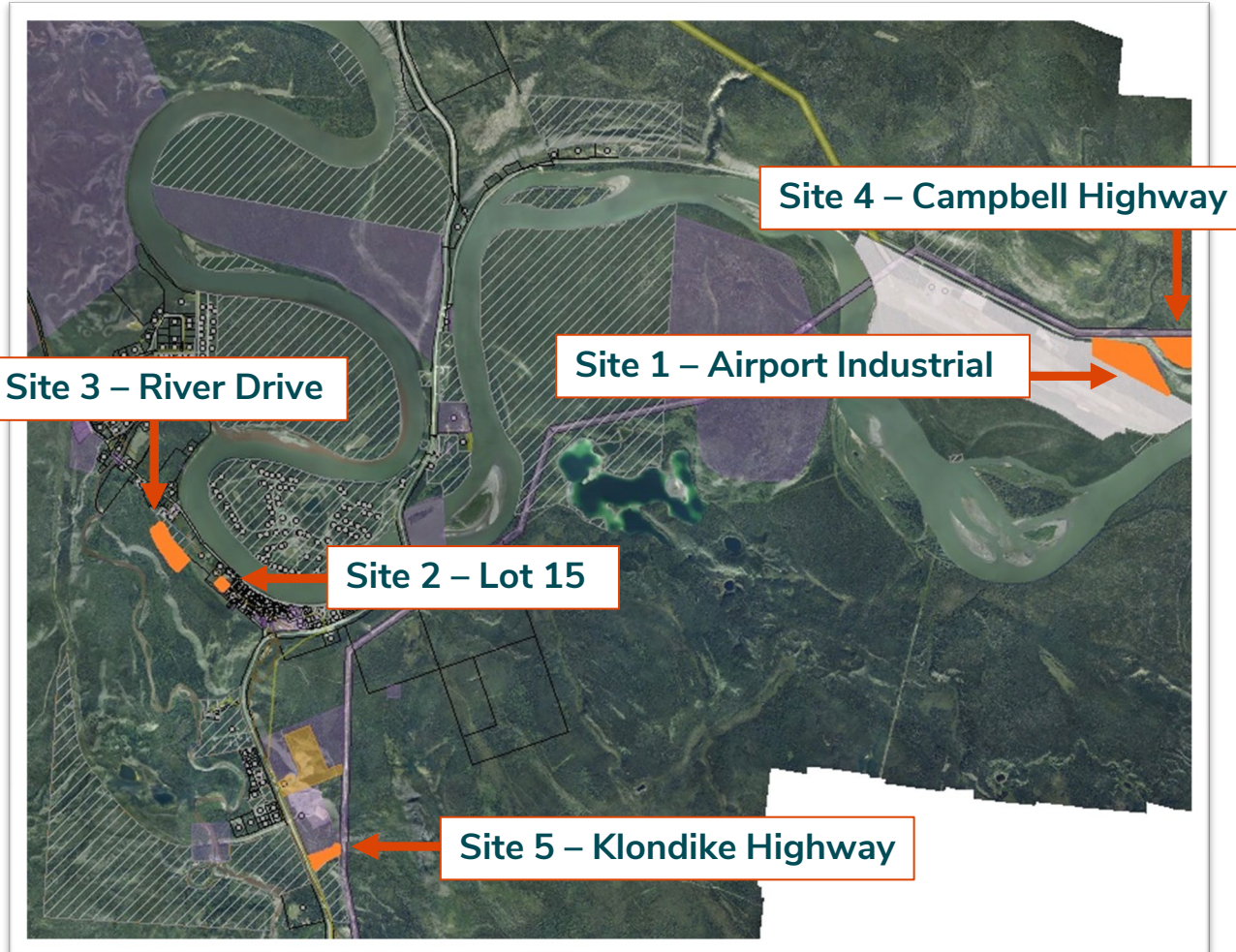
- Receive direction from Council to proceed
- Consult w/ Aviation & NAV Canada
- Confirm design standards



Potential Infill Areas - Site 1 - Airport Industrial – **High potential**



Overview Map – Potential Infill Areas



Site 1 – High potential

Airport Industrial

Site 2 – Medium potential

Lot 15 (Urban Residential)

Site 3 – Low potential

River Drive (Urban Residential)

Site 4 – Low potential

Campbell Highway (Country Residential)

Site 5 – Low potential

Klondike Highway (Industrial)

Potential Infill Areas - Site 2 – Lot 15 – **Medium potential**

- Approximately 1 ha site
- Some concept sketches completed, poor development feasibility in the back portion of the lot and challenging access
- Interest from LSCFN (Carmacks Development Corporation) due to adjacent FN multi-family development





Any Questions?

What is your vision, as a Council, for land development in Carmacks? How can we help you achieve that?



Village of Carmacks

Carmacks Housing Development Grant Policy

#2025-XX



1.0 **PURPOSE**

The Village of Carmacks recognizes the need to increase housing stock through the development of all types of housing. Carmacks housing needs assessments and community engagements have identified the high construction costs in our remote northern community as the most significant barrier to new home building. To accelerate housing development and meet the needs of our community, the Village is introducing a temporary grant funding program to assist local residents and enterprises with offsetting the high cost of developing new homes within the municipal boundary.

2.0 **POLICY STATEMENT**

The Development Grant program aims to incentivize property owners to build all forms of housing in Carmacks by providing financial assistance for eligible development projects. The goal of this policy is to accelerate housing development while increasing housing diversity within the Village. This policy outlines the criteria, incentives, and guidelines for accessing this grant funding. This program is temporary and funded by grants received by the Village from the Canada Mortgage and Housing Corporation's *Housing Accelerator Fund* program.

3.0 **DEFINITIONS**

Development Grant: financial assistance provided by the Village to support property owners in the construction of any form of housing.

Lottery: a randomized selection process used to allocate Development Grant funds among eligible applicants who have met the necessary application criteria.

Major Housing Development: means any development of 5 or more homes on one property.

Standard Housing Development: a development of a single-detached dwelling, a secondary suite, or "missing-middle" housing (2-4 homes in one building with shared walls) that does not exceed 4 homes on one property.

Village: means the Village of Carmacks.

4.0 **DEVELOPMENT GRANTS**

4.1 **Standard Housing Development**

The Village recognizes that each property and owner are unique and may encounter their own particular cost barriers. The Village will be flexible to needs and no restrictions will be placed on the specific eligible expenses.

Eligible property owners may receive a Development Grant of up to \$40,000 per dwelling unit, for the construction of any form of housing. An additional grant of up to \$7,500 per dwelling unit may be awarded for projects that receive a building permit from the Government of Yukon by December 31, 2025.

4.2 **Major Housing Development**

The Village recognizes that major housing developments face high barriers and complexity, and the best form of incentive assistance cannot easily be known in advance or standardized. The Village will be

flexible to needs and negotiate an incentive package that accelerates housing development while maximizing the limited budget of this program.

Eligible property owners may receive a Development Grant value of up to \$30,000 per dwelling unit, to a maximum of \$270,000 per property, in the form of any, or all, of:

- Property tax abatement grant for up to 100% of the increase in annual property taxes ascribed to the new housing development, for up to 10 years;
- Development fees abatement grant for municipal fees and charges associated with Official Community Plan (OCP) and Zoning Bylaw amendments, development permits, and connection to sewer, drainage, roads or any other municipal services;
- Direct financial assistance with pre-development soft costs to prepare a site for housing, such as geotechnical, environmental, civil works and other engineering and architectural services; and
- Grant of solid waste collection fees associated with demolition to prepare a site for housing.

An additional grant of up to \$7500 per dwelling unit may be awarded for projects that receive a building permit from the Government of Yukon by December 31, 2025. These additional grants may be included under the total Development Grant amount, depending on available funding.

The Village may choose to negotiate preferential access to a limited number of new rental homes included in a major housing development for the purpose of Village staff housing.

5.0 ELIGIBILITY CRITERIA

- 5.1 The property must be located within the municipal boundary of the Village of Carmacks.
- 5.2 Applicants must own the property on which a housing development is to be constructed.
- 5.3 An applicant entered into an Agreement for Sale with Government of Yukon for a vacant lot may also be eligible for the Development Grant.
- 5.4 The property and proposed development(s) must comply with the Village's Official Community Plan, Zoning Bylaw and the Building Code as applied by Government of Yukon. Applications must also comply with the Village's policies and other bylaws.
- 5.5 The applicant must have no overdue payables to the Village including property taxes.

6.0 APPLICATION AND SELECTION PROCESS

Standard Housing Development

- 6.1 Applications for a Standard Housing Development Grant will be accepted during specific intake periods. The Village will advise property owners of each intake, including the funding available, and strive to provide at least thirty (30) days' notice prior to the deadline for applications.
- 6.2 Applications can be obtained from the Village of Carmacks by email at cao@carmacks.ca, in person at the Village office located at 143 River Drive, or on the Village website at www.carmacks.ca.
- 6.3 Completed application forms are to be returned to the Village of Carmacks in person, by email cao@carmacks.ca, or by regular mail. Questions about the application can be directed to the Development Officer, cao@carmacks.ca or as otherwise instructed in the intake notification.
- 6.4 An application for a Standard Housing Development Grant is considered complete when the following documents and requirements have been met:
 - A completed and signed Development Grant application form;

- A Development Permit issued by the Village of Carmacks; and
- Other supporting documents and information as requested in the Development Grant application.

- 6.5 Applications for a Standard Housing Development will be reviewed and approved by the Development Officer. Upon approval the applicant will be notified and forwarded a copy of the application and approval conditions.
- 6.6 If there are more approved applications than available funding, a Development Grant lottery will be held by the Development Officer. Lotteries will take place on the date indicated during the call-out for applications. The lottery will establish an order of priority for funding.
- 6.7 The Village will attempt to notify all applicants of the outcome of their application within 2 business days of the lottery. Successful applicants will have 10 business days to notify the Village in writing (email or letter) of their intention to accept the grant. If the funds are declined or the acceptance notification time has elapsed without communication from the applicant, the Village may then offer the grant to the next applicant on the list.
- 6.8 If the amount requested through approved applications does not exceed the funding amount allocated to an intake period, applications may be submitted and approved afterwards on a first-come, first-serve basis, up until the start of the next intake period. Prospective applicants should enquire with the Village to ensure that remaining funds have not been reallocated to the Major Housing Development stream.
- 6.9 Any approved but unfunded applications will be assigned priority consideration in any future application intakes that the Village may administer.
- 6.10 An individual or organization who owns multiple properties may submit separate applications for Standard Housing Developments on each one. If there are more approved applications than available funding, the applicant will be asked to choose which application should be included in the lottery. The other application will be assigned priority consideration in any future application intakes.

Major Housing Development

- 6.11 The Village will consider applications for a Major Housing Development Grant at any time that funds for this program remain available.
- 6.12 Property owners may reach out to the Village by email at cao@carmacks.ca, or in person at the Village office located at 143 River Drive, to initiate a discussion about their projects and project needs. The date of this initial outreach will be considered the starting date of the application. The Village also reserves the right to initiate outreach with prospective applicants; in this case, the date of a first meeting will be considered the starting date of the application.
- 6.13 An application for a Major Housing Development Grant will be considered approved when Council has reviewed and passed a resolution to accept the terms of a draft agreement between the Village and applicant.
- 6.14 The Village may be in discussions with multiple Major Housing Development Grant applicants at one time. The distribution of available funding between applicants will factor in:
- The number and type of proposed dwelling units and alignment with *Housing Accelerator Fund* housing targets;
 - Likelihood of applicant success; and,

- The starting date of the application and time and effort invested in an application.

6.15 Once the terms of a draft agreement for a Major Housing Development Grant have been approved by a Council resolution, the funding committed to that applicant may not be diverted to another applicant, unless the final agreement is ultimately not signed by one or both Parties.

6.16 Any unfunded applications will be assigned priority consideration if new funding becomes available.

7.0 ADMINISTRATION OF GRANTS

7.1 The Village and successful applicants will enter into a Development Grant agreement outlining the terms of funding.

7.2 The Development Grant will cover up to 100% of actual, eligible costs, to the maximum amount prescribed for each grant stream.

7.3 Labour costs for work completed by the homeowner are not eligible for reimbursement, nor are costs incurred prior to the date of signing of the Development Grant agreement between the Village and applicant.

7.4 The Development Grant may not be used for the renovation of an existing home, nor for landscaping or other improvements not directly related to the creation of a new home(s).

7.5 Standard Housing Development Grant funds will be disbursed in two installments: 75% of the grant once the building is clad to weather, and the remaining 25% once construction has been completed and all required final inspection reports confirm compliance with governing codes and legislation.

7.6 To receive the first disbursement of funds for a Standard Housing Development Grant, the applicant must provide a cost breakdown, photographs, and list of work completed to demonstrate that 25% of the work has been completed.

7.7 To receive the last disbursement of funds for a Standard Housing Development Grant, the applicant must provide a final cost breakdown, photographs, and a list of the work completed. Final inspection reports will be required.

7.8 The schedule and conditions for disbursement of funds for a Major Housing Development Grant will be negotiated as required to provide an effective incentive package and included in the agreement between the Village and applicant.

7.9 All Development Grant cheques will be made payable to the applicant.

8.0 OTHER REQUIREMENTS

8.1 All applicants must sign a *Statutory Declaration* that the homes(s) they are constructing with the Development Grant will not be used for short term rentals (i.e., 30 consecutive days or less) for a period of three years after the date of final inspection reports.

8.2 If a development or building permit is revoked, cancelled, voided, or amended before final occupancy such that the eligibility criteria are no longer met, the Development Grant will be considered invalid and any grant monies received by the applicant must be repaid to the Village. A new application may be submitted in such cases.

8.3 Any construction for which a Standard Development Grant is provided for must be completed by November 15, 2027. Developments only partially completed prior to the deadline may be eligible for prorated funding.

- 8.4 The terms of the Development Grant agreement will be reviewed on an annual basis. Should no action be taken by the applicant towards fulfilling the agreement (i.e., no development activity), the Village of Carmacks reserves the right to revoke the agreement with written notice.
- 8.5 Receiving a Development Grant under this policy does not preclude an applicant from applying for and receiving different grants, subsidies or loans provided by the Village or other organizations.

9.0 FUNDING ALLOCATIONS

- 9.1 The funding available for Standard Housing Development Grants during each intake may fluctuate, depending on *Housing Accelerator Fund* program support.
- 9.2 The funding available for Major Housing Development Grants may fluctuate at any given time, depending on *Housing Accelerator Fund* program support.
- 9.3 The Village will determine total funding to implement this policy in Summer 2025 and Spring 2026 and announce total funding available as part of its intake notification.
- 9.4 The intended breakdown of total funding available between the two grant streams is:
- 35-40% for Standard Housing Development grants; and
 - 60-65% for Major Housing Development grants.
- 9.5 The Village reserves the right to reallocate uncommitted funds between the two grant streams depending on the volume and nature of applicant responses. In doing so, it will strive to maximize the number of dwelling units built and offer incentives to as many approved applicants as possible.

POLICY TITLE: Carmacks Housing Development Grant Policy

POLICY #: XXXX-XX

EFFECTIVE DATE: XXXX/XX/XX

ADOPTED BY COUNIL ON: XXXX/XX/XX

RESOLUTION #: XXX-XX-XX

Justin Lachance – Mayor

Chantal Pelletier – Chief Administrative Officer

June 15, 2025

Dear Mayor and Council (Village of Carmacks),

Regarding the Traffic Management and Parking By-Law.

In the absence of a public input session on a by-law , a citizen has three opportunities to have some sort of limited input into the process that governs them. Those opportunities occur on the first , second , and third sessions that the by-law is read.

As you may be aware, council completed two readings of that by-law in one session and this significantly hindered the ability for the citizens to have the smallest level of voice in the process. To make matters worse , the agenda as adopted only tabled the first reading of the by-law.

We were not afforded the most basic of inputs into that process and it needs to be addressed. I appreciate this is a new council that will run things differently but this new council is comprised of three members who participated in the proceedings in the first place which hindered our ability to have a voice.

You (the collective you) have a duty to right the wrong and open this up for community input. In doing so you might find that your citizens have some fantastic ideas that may help alleviate some of traffic and parking issues. It's a win win alternative to petitions and/or other legal actions.

As your council meetings conflict with my work schedule, please accept this letter as my voice for an upcoming council meeting.

Sincerely,

Stuart Harris

(867) 336 - 5014

Question for next council meeting - Stuart Harris

From Stuart Harris <sharris@vgcx.com>

Date Thu 2025-06-19 12:19 AM

To CAO Village of Carmacks <cao@carmacks.ca>; Mayor Lachance <mayor@carmacks.ca>; Dennis Mitchell <dmitchell@carmacks.ca>; Cory Bellmore <cbellmore@carmacks.ca>; Tara Wheeler <twheeler@carmacks.ca>; Doris Hansen <dhansen@carmacks.ca>

Dear Mayor, Council, and CAO,

I am unable to attend our council meetings due to work commitments so please accept this letter in absentia for question-and-answer period for the next upcoming meeting.

The questions are as follows(ballpark answers are more than fine) :

What are the estimated yearly administrative costs for the village to run, or assist with running the Home Accelerator program ?

Are there any potential risks of financial liability to the village if the development loans issued through this program go into default ?

Are there any programs available that may help property owners with the costs of maintaining critical services for their properties like septic systems, and well systems ?

What is the best way for a citizen who cannot attend council meeting to engage the mayor in dialogue concerning municipal issues ?

This next question is specifically for Councillor Mitchell.

Does council have a code of conduct policy and if so, is a council member breaking that policy by using question and answer periods to chastise or criticize the posting of a member of the community on a private chat group ?

Just to conclude, I think it's great that the village is planning on helping developers with a goal of increasing housing opportunities, but please don't forget about improving and expanding existing services to all of us. The cost of decommissioning a septic system and constructing a new one is an astronomical out of pocket expense that many would have a difficult time to afford. Even a simple well pump failure can be expensive to repair or replace. Given that these are critical items related to public health and the environment, it would be fantastic if the municipality could look at ways to help people with these types of things.

Sincerely,

Stuart Harris

(867) 336-5014

Stuart Harris | Mine Geologist | T:867-322-6846
Eagle Gold Mine | YT |



Click to view: [Mine to Mint](#) | [Corporate Presentation](#)

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Village of Carmacks			
Income Statement 2025-01-01 to 2025-06-30			
REVENUE			
Revenue			
Tax Revenue - General	452,782.09		
Tax Revenue - Interest	31.41		
Grants in Lieu - Federal	24,222.98		
Grants in Lieu - CBC	400.00		
Grants in Lieu - YTG	202,618.74		
Grants in Lieu - Yukon Energy	400.00		
Total Tax Revenue		680,455.22	
Interest Income	24,357.89		
Administration revenue other	9,437.05		
Recreation Revenue	16,564.73		
Concession Revenue	2,305.60		
Arena Revenue	3,215.64		
Public Works Revenue	10,585.00		
Recycling Revenue	21,779.48		
Landfill Revenue	21,497.77		
Sewer Revenue	35,941.44		
Business Licence Fees	2,550.00		
Permit Fees	675.00		
Building rentals	95,171.70		
Fire Protection Agreement	31,687.38		
Carbon Tax Rebate	33,837.15		
Total Other Revenues		309,605.83	
Grant Revenue - Federal	591,768.60		
Grants - Other	2,250.00		
Gas Tax Funding	874,863.52		
Total Grant Revenue		1,468,882.12	
Funding - Federal	25,005.00		
Funding - YTG	209,305.55		
Funding - Other	20,163.61		
Total Funding		254,474.16	
Comprehensive Grant - Unconditional	1,944,125.00		
Total - Comprehensive Grants		1,944,125.00	
Total Revenue		4,657,542.33	
TOTAL REVENUE		4,657,542.33	
EXPENSE			

Expenses			
Indemnities		49,031.48	
Salaries Managers		10,644.10	
Salaries Full Time		557,250.10	
Salaries Part time		40,510.57	
Salaries Student		8,091.25	
WCB		16,424.62	
Travel		22,350.13	
Per Diem		6,717.50	
Overtime		730.13	
Standby Pay		2,446.55	
Yearly Travel Bonus		14,000.00	
RSP Employer Portion		7,569.42	
Group Ins. Employer Portion		11,448.12	
CPP Employer Portion		37,178.63	
EI Employer Portion		14,462.80	
Contract labour & Equipment		311,960.29	
Janitorial expense		30,286.90	
Office Supplies		28,786.70	
Supplies		18,603.68	
Training		16,722.17	
Memberships		10,811.62	
Service, bank, and late charges		2,898.27	
Advertising		4,024.30	
Telephone/Internet/Cell		29,615.19	
Heating Fuel		122,307.51	
Electricity		130,508.39	
Repairs and Maintenance		47,212.33	
Testing		15,104.62	
Security		18,110.83	
Insurance		8,133.00	
Professional Fees		96,650.01	
Vehicle Expenses		14,214.45	
Vehicle Fuel		20,852.80	
Licences, Dues and Fees		753.58	
Meeting Expenses		2,114.74	
Capital		65,294.41	
Street Lights		10,854.37	
Street Signs		2,183.43	
Road Maintenance		5,605.63	
Small Tools & Equipment		401.14	
Animal Control		60.21	
Recycling Refund		12,072.40	

Landfill Maintenance		4,270.06	
Cemetary Maintenance		306.97	
Parks Maintenance		1,483.84	
Trails Maintenance		7.08	
Rec Board Grants		3,302.55	
Funded Events		11,544.76	
Events		8,734.52	
Special Events & Projects		4,475.00	
Concession		1,823.76	
Freight		4,631.24	
Total General & Admin. Expenses		1,865,578.15	
TOTAL EXPENSE		1,865,578.15	
NET INCOME		2,791,964.18	
Generated On: 2025-07-02			



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

Carmacks Fire Department Report

Reported by: Acting/Fire Chief Dennis Mitchell

Reported at RCM: July 8, 2025

May 27, 2025 @ 12:30pm

Call out: CO carbon monoxide alarm. 21 GYO Street. Fire Department on scene, responded and did building check, no visible emergency, possible alarm battery problem, called First Nation maintenance to check on alarm/batteries.

Firefighters Attended: one member responded

June 5, 2025 @ 7:30 pm

Fire Practice: We went over pump operation and did gear check. We put on, turn out gear, and SCMA's. We sprayed water (washing pick ups) and moving hose as a group around pick ups, making sure no hose pinching or catching on tires (corners). When our SCBA's ran out of air we simulated leaving a building by closing our eyes and following the firehose back to the fire truck on our knees. Finished practice at 9pm.

Firefighters Attended: Acting Fire Chief/Captain Dennis Mitchell, Jens Wylimczyk, Keith Sheldon, Kaya Leblanc, Trent Blackjack. Gear check later - Brian Murrell, Hunter Blackjack, and Justin Lachance.

June 6, 2025 @ 12:30 pm

Special Event: Tantalus School. We did a joint event/water fight with the Tantalus School students. The Carmacks Fire Department and Carmacks RCMP versus the students.

Firefighters Attended: Dennis Mitchell, Jens Wylimczyk. RCMP Dave, Greg, and Mark.



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

June 18, 2025 @ 7:00 pm

Fire Practice: We went over fire truck operations and gear checks. We did fire truck response training and sprayed water with SCBA's on. We did fire attack and nozzle sprays. Warrant will be looking over our compressor and hopefully he can fix a leak we found.

Firefighters Attended: Dennis Mitchell, Trent Blackjack, Keith Sheldon, Jens Wylimczyk, Kaya Leblanc. Gear check later Justin Lachance and Brian Murrell.

June 19th Warren Zakus fixed compressor.

June 25, 2025 @ 1:55 am

Call out: Single vehicle accident km3 North Klondike Highway. Approximately 3 km's north of Carmacks by guard rail at road to sewer lagoon. Pick up truck heading north slid out of control crossing into south bound lane and got hung up on guard rail. Single occupant was removed from vehicle by ambulance, crew, and RCMP. Fire department did traffic control, pulled vehicle off guard rail and then off highway to a pullout so traffic could flow in south bound lane and cleaned up debris.

Firefighters Attended: Dennis Mitchell, Trent Blackjack, Keith Sheldon. RCMP Dave. Ambulance Nicole, Natlie, and Matt

Back in service: 4:00am

June 30, 2025 @ 10:28 am

Call out: Called in by Glen Skookum. Glen found a vehicle over the bank at Tatchun Lake campground road. Km 383 approximately. One male trapped inside. Dennis Mitchell got a hold of ambulance, flight nurse (just happened to be passing by), and got Seth to call 911 to get RCMP, fire, and ambulance to respond. Justin and Keither were dispatched in emergency response truck with jaws of life at 10:30am and on scene at 10:50am. Fire and RCMP managed to get doors cut off and get patient in a clamp shell and started to remove patient. Dennis Mitchell on scene at 11:30am, went down the bank and helped remove and carry patient up the bank, vehicle was approximately 200 feet down over the bank. At the top of it was very



Village of Carmacks
P.O. Box 113
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steep so we used RCMP winch to help get patient up the last 100 feet. Got patient in ambulance and they transported him to Carmacks.

Firefighters Attended: Justin Lachance, Keith Sheldon, Dennis Mitchell

Back in service: 2:00 pm



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

Village of Carmacks Visitor Information Centre

Monthly Report

Reporting Period: June 2025

Prepared by: Jeremy Byers VIC Coordinator

Visitor Statistics

- Total visitors: 257

Sales Summary

- Local art sold: 2 pieces
- Merchandise revenue: \$211.40

Visitor Feedback

- Most common complaint:

Visitors reported difficulty locating the Visitor Centre. The current location is perceived as hard to find, which may impact visitor engagement and overall satisfaction.

Operational Notes

Telephone: (867) 863-6271
Email: info@carmacks.ca

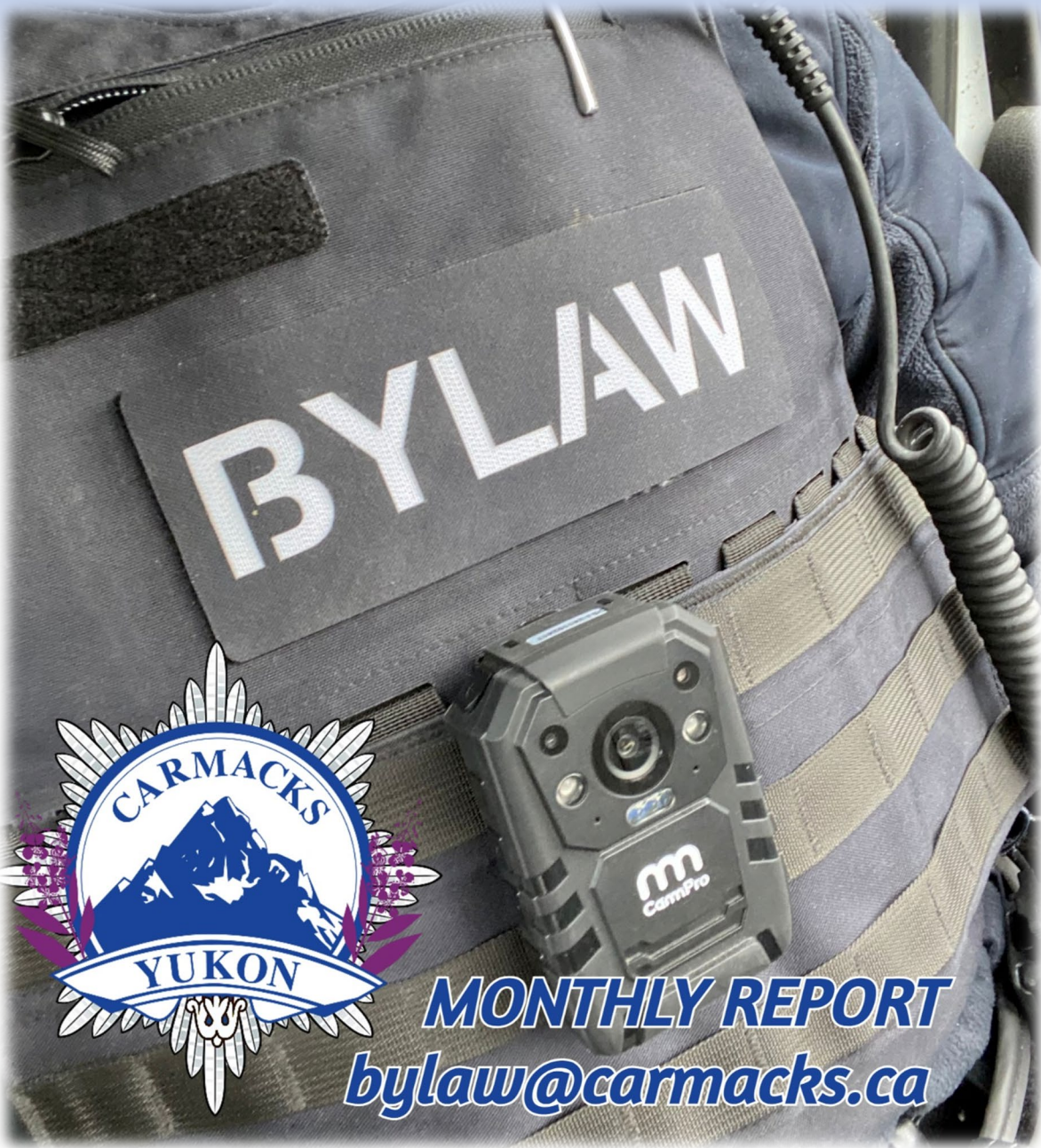


Village of Carmacks
P.O. Box 113
Carmacks, YT Y0B 1C0

- Water system: The restroom facilities continue to experience issues due to a leak in the water system. This requires prompt repair to ensure functionality and visitor satisfaction.
 - Grounds maintenance: The area surrounding the Visitor Centre is extremely overgrown. This detracts from the appearance of the facility and could pose safety or accessibility concerns.
 - Garbage collection: There is a need for consistent and regular garbage collection to maintain cleanliness and present a positive image to visitors.
-

Recommendations

- Repair the restroom water system leak as a priority maintenance item.
- Implement a regular garbage collection schedule to ensure cleanliness and hygiene.
- Initiate ground maintenance to address the overgrowth around the Visitor Centre. This will improve visibility, safety, and curb appeal.
- Consider signage improvements or wayfinding aids to help visitors locate the Centre more easily.



Telephone: (867) 385-1519
Email: bylaw@carmacks.ca



MUNICIPAL BYLAW ENFORCEMENT

Bylaw Constable's Report Monthly Report

June 2025

Summary of Activities

Occurrences	June 2025	Year to Date 2025	Details
Dogs at Large	2	18	Dogs Caught on River Dr.
Aggressive Dog Complaints	0	3	Received one aggressive dog complaint.
Traffic Violations(Parking, Unsecured Loads)	5	29	Tractor semi-trailers were observed transporting vehicles with improper load securement, inadequate strapping. Parking violations.
Assist RCMP	0	4	Assisted RCMP on after-hour patrols and jointly addressed an aggressive dog situation, Directed Traffic for School Run

Occurrences	June 2025	Year to Date 2025	Details
Public Encounters	15	43	Assisting Tourists and members of the public with directions, Public encounters during Community Safety Patrols.
Open Space Infractions	1	9	Littering of Alcoholic beverages after-hours in Parks and boardwalk

Highlights

- **Community Safety Focus:**
After hours Community Safety patrols, focussing on public drinking in Parks and Boardwalk
- **Traffic Enforcement**

Parking violations outside the store and on the roadway, Tractor Semi Trailer with an improper strapping on load.

Parks and Open Spaces – Making sure boardwalks free of littering.

Any questions please email me at;

bylaw@carmacks.ca



Village of Carmacks

Public Works General Manager Report

Date: June 4. 2025

To: Chief Administrative Officer, Mayor, and Council

From: Jens Wylimczyk, Public Works General Manager

Treatment Plant

- **Flow Rates:** Operating at standard capacity with no fluctuations.
 - **Measurements:** All readings are within normal ranges.
-

Arena and Recreation Building

- **Arena:** Boiler issues persist; plumbers are scheduled for further repairs.
 - **Recreation Building:** Open for scheduled activities; all systems are functioning normally.
-

Landfill

- **Operations:** Normal activities are ongoing. We will be connecting the cattle guard.
-

Collection System

- **Status:** Fully operational with no reported issues or disruptions.
-

Duplex

- **System Functionality:** Operating within normal parameters; no alarms or issues reported.
-

Equipment

- **Condition:** All equipment is in good condition with no immediate maintenance needs.
 - We replaced a new arm on one of our Kubotas
-



Recycling Facility

- **Operations:** Sorting, shredding, and baling systems are fully operational.
-

Old Firehall

- **Facility Status:** All systems and services are functioning smoothly; no issues reported.
-

New Firehall

- **Facility Status:** All systems and services are operating as expected with no reported issues.
-

Administrative Building

- **Facility Status:** Office equipment and systems are functioning normally with no maintenance issues.
-

Public Works Shop

- **Facility Status:** Equipment and processes are functioning smoothly with no issues reported.
-

Streets

- **Status:** We are preparing for upcoming road repairs aimed at enhancing local infrastructure and safety
-

Additional Information

- Sincerely,
Jens Wylimczyk
Public Works General Manager



TO: MAYOR AND COUNCIL

FROM: CHANTAL PELLETIER, CAO

SUBJECT: CAO REPORT JULY 8, 2025

Important Dates/Event

Public Engagement Suggestion Period – Business License Bylaw 314-25 – July 15th to August 15th, 2025

Regular Council Meeting – July 22, 2025

Project Updates

Carmacks Pool	Opened its doors for the first time in 6 years on June 28 th . Grand Opening will be on Tuesday July 8 th . The Pool Coordinator, pool staff, and the Recreation Director will assist in making it a special event.
Met with LSCFN Kelly and Bylaw	The new Animal Control Agreement has been fully implemented and LSCFN residents are being handed out informational flyers about how to go about calling bylaw for dog incidents.
Landfill composting program	PW Manager, Foreman, and myself met about the organizing of the composting program location, tent, and electric fence that is mandatory. Provided some information and they will move forward with ground preparation.
Scale Project	Tender bids has been extended to July 8 th
Cemetery	Still waiting for archeologist, probably will be moved to next year now as students have been posted in their positions for the summer

DMAF	<p>Contacted YG to request they come to present the DMAF. They will have Stantec come provide information as well.</p> <p>Requested for them to come to a Joint Council Meeting when we have a date set.</p>
Rugged Apprentices	<p>This year we will be getting 6 rugged apprentices. Arriving Sept.8th, working for three days, and leaving on Sept.12th. They will be staying at the Coal Mine Campground. PW's is compiling a list of work to be done around Carmacks.</p>
Public Works Building	<p>YG project manager will do a walk through with Jens to go over retrofit options and come up with a design/ideas to present to council July 22nd.</p>
Lagoon	<p>YG project managers working with LSCFN on lagoon issues with a site specific area close to the area</p>
BST road work	<p>Still scheduled for July 28th for the road repairs</p>
Arena boilers	<p>Budget Plumbing is still waiting for a new fan to arrive so that they can come install it and get the boilers back online</p>
Arena humidity issues	<p>Setplan Engineering has been doing a monitoring and data collection for the past year in regards to the humidity issues that Building Safety had concerns about. Once a recommendation has been provided to YG about the three days of humidity that is too high and how to mitigate that, YG will come present at a council meeting.</p>



Village of Carmacks

P.O. Box 113

Carmacks, YT Y0B 1C0

Village of Carmacks Civic Addressing Change Application

Applicant Information:

- Name: Christopher Boland / VERNON MARSHALL
- Mailing Address: C-19 Box 2703, Whitehorse, YT, Y1A-2C6
- Email: christopher.boland@yukon.ca / VERN. MARSHALL@yukon.ca *
- Phone Number: 867-332-2078
- Property Information: (Lot & Parcel Number) Lot 1066, Quad 115/01
Carmacks Airtanker Base on Carmacks Aerodrome (CEX4) lot

Current Civic Address:

- Unit Number (if applicable): None
- Property Number: None
- Street Name: Carmacks Airport Access Road ? or Campbell Highway
- Thoroughfare Designation: _____

Proposed Civic Address:

- Unit Number (if applicable): _____
- Property Number: 57675
- Street Name: Carmacks Airport Rd. ? or Campbell Highway
- Thoroughfare Designation: _____

Telephone: (867) 863-6271

Fax: (867) 863-6606

Email: info@carmacks.ca



Village of Carmacks

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

Reason for Address Change:

Carmacks Air Tanker Base currently has no civic address

(Please provide a detailed explanation for requesting a change in your civic address)

Need to establish a civic address to upgrade infrastructure.

Supporting Documents:


(Please attach any relevant documents such as property title, map, etc.)

Applicant Declaration:

I, the undersigned, hereby declare that the information provided in this application is true and accurate to the best of my knowledge. I understand that the application fee is non-refundable and that the decision of the Village Council regarding my application is final.

- Signature: Ch Ball
- Date: 2025/06/01

Fee Payment:

- Application Fee: \$100.00 (non-refundable)
- Payment Method: (Please select one)
 - ☐ Cash
 - ☐ Cheque
 - ☐ Credit/Debit Card 

Telephone: (867) 863-6271
Fax: (867) 863-6606
Email: info@carmacks.ca

Box 113
Carmacks, Yukon Y0B 1C0

Invoice No.: 1336
Date: 2025-06-17
Ship Date:
Page: 1
Re: Order No.

Government of Yukon
Government of Yukon
Box 2703
Whitehorse, YT Y1A 2C6

Government of Yukon
C-19
Box 2703
Whitehorse, YT Y1A 2C6

Item No.	Unit	Quantity	Description	Tax	Base Price	Disc %	Unit Price	Amount
			Civic Address change application					100.00
			Subtotal:					100.00
Shipped By: Tracking Number:							Total Amount	100.00
Comment: Paid by Visa ending 6329 by Vernon Marshal							Amount Paid	100.00
Sold By:							Amount Owing	0.00

VILLAGE OF CARMACKS

Bylaw #301-24

A Bylaw to Regulate the Designation and Affixing of Civic Addresses in the Village of Carmacks

WHEREAS the Municipal Act, being Chapter 154 of the Revised Statutes of the Yukon, 2002 and amendments thereto, Section 265(a) provides that a council may adopt bylaws for municipal purposes respecting the safety, health, and welfare of people and the protection of persons and property, including fire protection, fireworks, other explosives, firearms, weapons or devices, ambulance services, emergency services and other emergencies;

NOW THEREFORE the Council for the Village of Carmacks, duly assembled, hereby enacts as follows:

1. SHORT TITLE

1. This bylaw shall be cited as the "Civic Addressing Bylaw"

2. DEFINITIONS

- "Cardinal direction indicator" means the cardinal points North, East, South, and West appended to and forming part of a property number.
- "Chief Administrative Officer" means the Chief Administrative Officer of the Village of Carmacks or their designate.
- "Civic address" means the address as assigned by the Village of Carmacks and consisting of a property number, a street name, and a thoroughfare designation. It may also contain a unit number.
- "Council" means the duly elected Council of the Village of Carmacks.
- "Lot" means the smallest unit as shown on the records of the Land Titles Office or which is described in a certificate of title of land in which land is held or which land is subdivided.
- "Municipal boundaries" means the municipal boundaries of the Village of Carmacks as defined by the Yukon Regulations, Carmacks Boundary Order, pursuant to the Municipal Act.
- "Municipality" means the area within the municipal boundaries of the Village of Carmacks.
- "Property number" means the number assigned to a lot as part of its civic address. It may also contain a cardinal direction indicator.

- "Street" means a road, lane, bridge, viaduct, and any other way open to public use, other than a private right of way on private property.
- "Street name" means the name and thoroughfare designation assigned to a street by bylaw.
- "Thoroughfare designation" means the street name suffix or street type reference.
- "Unit number/Letter" means the letter assigned to individual units where there exist two or more separate units on any one lot.
- "Village" means the Corporation of the Village of Carmacks.

3. GENERAL NAMING POLICIES

1. Civic addresses shall be composed as follows:
 - [Unit number (where applicable)] — [Property number] [Street name] [Thoroughfare designation]
2. In assigning addresses and considering changes to them, the Chief Administrative Officer shall be guided by the following rules:
 - a) Every lot within the municipal boundaries with street frontage or street access shall be assigned a unique civic address.
 - b) Upon the registration of a plan of a subdivision, the Chief Administrative Officer shall assign a civic address to each lot in the subdivision and bring forward their proposal for approval by Council resolution.
 - c) Civic addresses shall follow a logical, consistent pattern to enable ready access by emergency vehicles and provide for numbering of street addresses in future subdivisions.
 - d) The lots on one side of any street shall have even numbers and the lots on the other side of that same street shall have odd numbers.
 - e) In the case of diagonal or intersecting streets or irregular or diagonal blocks, the property numbers shall be assigned to conform to the general numbering pattern, so that the property numbers reflect the numbers on all parallel streets so far as possible.

4. APPLICATION FOR CHANGE OF CIVIC ADDRESS

1. When an owner of a lot wishes to change their civic address, the owner shall submit an application in the prescribed form (Appendix A) to the Chief Administrative

Officer together with a non-refundable application fee as outlined in the appropriate schedule of the Consolidated Municipal Fees Bylaw.

2. Council shall decide in accordance with this Bylaw whether or not to permit the change and state such decision in a Council resolution.
3. Should a civic address application be refused, no further applications will be accepted for a period of five (5) years.
4. No civic address application shall be considered during the period of time between the filing of an application for a development permit and the issuance of an occupancy permit for that building.
5. Administrative Cost for Civic Address Application is \$100.

5. OFFICIAL CIVIC ADDRESS LISTING

1. The official civic address listing as adopted by Council resolution shall be maintained by the Village and stored with this bylaw.
2. The official civic addresses listing shall be updated subsequent to any Council resolution which assigns, reassigns, or retires a civic address.
3. An updated copy of the civic address listing shall be supplied to local and territorial emergency services after each amendment and upon request.
4. The official civic address listing shall be made available to the public upon request.

6. REQUIREMENT TO AFFIX PROPERTY NUMBER

1. Every person owning or occupying a building within the Municipality of Carmacks shall affix and keep affixed the property number assigned to the lot, as well as the unit number, where applicable.
2. The property number must be a minimum of fifteen (15) centimeters tall for civic addresses along the main highways and a minimum of ten (10) centimeters tall for all other civic addresses.
3. The property number must be directly affixed to a signpost on the lot easement or ditching. Initial signpost installation will be the responsibility of the VoC.
4. The property number must be affixed at a height of between one hundred (100) centimeters and two hundred (200) centimeters.
5. The property number must be posted on the street that the civic address has been assigned to.

6. If there is more than one street access from the street that the civic address has been assigned to, the property number must be posted at the most suitable access for emergency vehicles.
7. If there is no street access from the street that the civic address has been assigned to, a duplicate of the property number must also be posted on the lot by the main street or alley access as per Section 6.3 and Section 6.4 of this bylaw.
8. Each property number shall be of a design, material, and color that is clearly legible and visible from the street as determined by the Chief Administrative Officer.
9. VoC Public Works will maintain responsibility for all civic address post installations on Municipal Property and public ditches/easements.

7. OFFENCE

1. Any person who contravenes this bylaw by doing any act which it forbids or omitting to do any act which this bylaw requires to be done is guilty of an offence and liable on summary conviction to a fine as outlined below.
2. A separate offence shall be deemed to be committed upon each day during and in which the contravention occurs or continues.

Fine Schedule for Civic Addressing By-law (301-24)

Offence	Description	Fine
Failure to affix property number	Not affixing the assigned property number to a lot or building as required by the bylaw	\$100.00 per offence
Improper affixing of property number	Affixing the property number in a manner not compliant with the bylaw (e.g., wrong height, obscured)	\$75.00 per offence
Failure to maintain property number	Not maintaining the property number in a legible and visible condition	\$50.00 per offence
Unauthorized change of civic address	Changing the civic address without approval from the Council	\$200.00
Failure to apply for civic address change	Not submitting an application for a civic address change when required	\$150.00
Failure to post property number at suitable access for emergency vehicles	Not posting the property number at the most suitable access point for emergency vehicles	\$100.00 per offence
Obstruction of property number	Obscuring the property number with vegetation or other structures	\$75.00 per offence

Offence	Description	Fine
Failure to post duplicate property number	Not posting a duplicate property number when there is no street access	\$100.00 per offence
Failure to follow Chief Administrative Officer's direction	Not adhering to the design, material, and color requirements as determined by the Chief Administrative Officer	\$75.00 per offence

These fines are suggested to ensure compliance with the bylaw and to encourage property owners to properly affix and maintain their civic addresses.

8. ENACTMENT

1. Bylaw #148-05, Street Naming & Numbering Bylaw is hereby repealed.
2. This bylaw shall come into full force and effect upon the final passage thereof.

Read a first time the 2nd day of July 2024.

Read a second time the 16th day of July 2024.

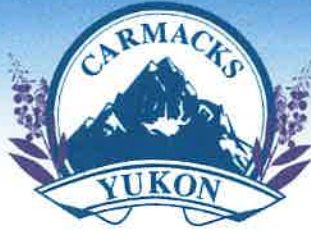
Read a third time and finally adopted the 16th day of July 2024.

Mayor Lee Bodie



CAO Matthew Cybulski



Village of Carmacks

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

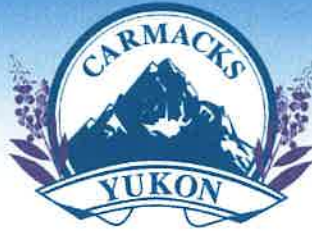
Full Address

1 Gua Flowers Road	102 Mcdade Road
1 Ninro Soapberries Road	102 Monson Place
1 Ninro Soapberries Road	102 Red Fox Lane
10 Gua Flowers Road	102 Rowlinson Drive
10 Ninro Soapberries Road	102 Tantalus Crescent
10 Tsâwnjik wet areas Road	102 Taylor McGundy Place
101 A Prospector Road	102 Victoria Crescent
101 B Prospector Road	103 Berdoe Crescent
101 Berdoe Crescent	103 Guder Drive
101 Guder Drive	103 Lepage Avenue
101 Lepage Avenue	103 Monson Place
101 Mcdade Road	103 Rowlinson Drive
101 Taylor McGundy Place	103 Taylor McGundy Place
101 Victoria Crescent	104 B Tantalus Crescent
102 Berdoe Crescent	104 B Victoria Crescent
102 Garvice Road	104 Berdoe Crescent
102 Guder Drive	104 Garvice Road
102 Lepage Avenue	104 Guder Drive

Telephone: (867) 863-6271

Fax: (867)863-6606

Email: info@carmacks.ca



Village of Carmacks

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

104 Klaza Road	10572 Klondike Highway
104 Mcdade Road	10574 Klondike Highway
104 Monson Place	106 A Victoria Crescent
104 Prospector Road	106 a Tantalus Crescent
104 Rowlinson Drive	106 b Tantalus Crescent
104 Tantalus Crescent	106 B Victoria Crescent
104 Tantalus Crescent	106 Berdoe Crescent
104 Taylor McGundy Place	106 Garvice Road
104a Victoria Crescent	106 Goulter Road
105 Berdoe Crescent	106 Goulter Road
105 Garvice Road	106 Klaza Road
105 Goulter Drive	106 Mcdade Road
105 Guder Drive	106 Monson Place
105 Mcdade Road	106 Rowlinson Drive
105 Monson Place	106 Taylor McGundy Place
105 Rowlinson Drive	106 Victoria Crescent
105 Taylor McGundy Place	107 A Mcdade Road
105 Victoria Crescent	107 Berdoe Crescent
10542 Klondike Highway	107 C Mcdade Road

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Village of Carmacks

P.O.Box 113
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107 D Mcdade Road

107 Guder Drive

107 Klaza Road

107 Mcdade Road

107 Rowlinson Drive

108 A Prospector Road

108 B Prospector Road

108 Berdoe Crescent

108 Garvice Road

108 Goulter Road

108 Goulter Road

108 Guder Drive

108 Klaza Road

108 Klaza Road

108 Lepage Avenue

108 Mcdade Road

108 Monson Place

108 Rowlinson Drive

108 Tantalus

108 Victoria Crescent

10855 Klondike Highway

109 A Rowlinson Drive

109 B Rowlinson Drive

109 Guder Drive

109 Lepage Avenue

109 Prospector Road

109 River Drive

109 Tantalus Crescent

11 Gyo King Salmon Road

11 Ninro Soapberries Road

11 Tsâwnjik wet areas Avenue

11 Tsâwnjik wet areas Road

110 a Mcdade Road

110 Casino Way

110 Goulter Road

110 Goulter Road

110 Guder Drive

110 Klaza Road

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P.O.Box 113
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110 Lepage Avenue

110 Mcdade Road

110 Mcdade Road

110 Nansen Road

110 Prospector Road

110 Rowlinson Drive

111 Klaza Road

111 Mcdade Road

111 Red Fox Lane

111 Rowlinson Drive

111 Tantalus Crescent

111 Victoria Crescent

112 Garvice Road

112 Goulter Road

112 Goulter Road

112 Guder Drive

112 Klaza Road

112 Mcdade Road

112 Prospector Road

112 Rowlinson Drive

113 Garvice Road

113 Klaza Road

113 Mcdade Road

113 Rowlinson Drive

114 Garvice Road

114 Goulter Road

114 Goulter Road

114 Guder Drive

114 Mcdade Road

115 Garvice Road

115 Guder Drive

115 Red Fox Lane

117 Prospector Road

117 Taylor McGundy Place

11750 Klondike Highway

118 Guder Drive

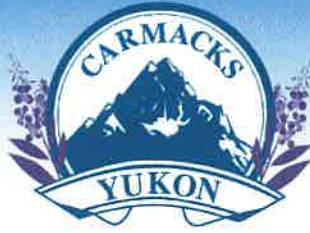
119 Guder Drive

12 Gua Flowers Road

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Village of Carmacks

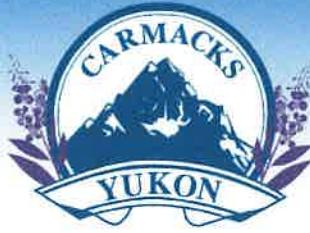
P.O.Box 113
Carmacks, YT Y0B 1C0

12 Gyo King Salmon Road	127 Guder Drive
12 Ninro Soapberries Road	127 Tantalus Crescent
12 Tsâwnjik wet areas Avenue	129 Ptarmigan Road
12 Tsâwnjik wet areas Avenue	129 Tantalus Crescent
120 Casino Way	13 Ninro Soapberries Road
120 Garvice Road	131 Guder Drive
120 Rowlinson Drive	131 Tantalus Crescent
121 A Tantalus Crescent	133 Guder Drive
121 A Tantalus Crescent	133 River Drive
121 Garvice Road	137 Guder Drive
121 River Drive	143 A River Drive
122 Garvice Road	143 B River Drive
123 Garvice Road	143 River Drive
123 River Drive	149 River Drive
124 Garvice Road	15 Ninro Soapberries Road
125 A River Road	15 Tsâwnjik wet areas Road
125 B River Road	151 River Drive
125 Ptarmigan Road	16 Gyo King Salmon Road
125 River Road	161 River Drive

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167 River Drive	190 E River Drive
175 River Drive	190 F River Drive
179 River Drive	197 River Drive
18 Gyo King Salmon Road	197 River Drive
18 Ninro Soapberries Road	197 River Drive
18 Tsâwnjik wet areas Avenue	197 River Drive
181 River Drive	2 Gyo King Salmon Road
183 River Drive	2 Jik Berry Road
188 A River Drive	2 Ninro Soapberries Road
188 B River Drive	2 Tsâwnjik wet areas Road
188 C River Drive	2 Umzi Hawk
188 D River Drive	20 Gyo King Salmon Road
188 E River Drive	20 Ninro Soapberries Road
188 F River Drive	20 Tsâwnjik wet areas Avenue
19 Jik Berry Road	205 River Drive
190 A River Drive	21 Ninro Soapberries Road
190 B River Drive	22 A Tsâwnjik wet areas Road
190 C River Drive	22 B Tsâwnjik wet areas Road
190 D River Drive	22 Gyo King Salmon Road

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Village of Carmacks

P.O.Box 113

Carmacks, YT Y0B 1C0

23 Ninro Soapberries Road

237 River Drive

24 Ninro Soapberries Road

250 River Drive

251 River Drive

252 River Drive

255 River Drive

257 River Drive

258 River Drive

26 Ninro Soapberries Road

260 River Drive

265 Park Avenue

266 Park Avenue

267 Park Avenue

270 River Drive

273 River Drive

278 River Drive

279 River Drive

28 Ninro Soapberries Road

3 Gua Flowers Road

3 Mayke Seagull Road

3 Ninro Soapberries Road

3 Tsâwnjik wet areas Road

30 Ninro Soapberries Road

31887 Robert Campbell Highway

32 Ninro Soapberries Road

32638 Robert Campbell Highway

34 Ninro Soapberries Road

34868 Robert Campbell Highway

35001 Klondike Highway

35400 Klondike Highway

35450 Klondike Highway

35601 Klondike Highway

35603 Klondike Highway

35607 Klondike Highway

35608 Klondike Highway

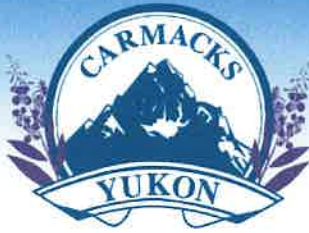
35609 Klondike Highway

35611 Klondike Highway

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Village of Carmacks

P.O.Box 113
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35732 Klondike Highway

35736 Klondike Highway

35806 Granite Road

35806 Granite Road

35900 Klondike Highway

36 Ninro Soapberries Road

36180 Robert Campbell Highway

38 Ninro Soapberries Road

4 Gua Flowers Road

4 Gyo King Salmon Road

4 Ninro Soapberries Road

4 Tsâwnjik wet areas Road

4 Umzi Hawk

40 Ninro Soapberries Road

42 Ninro Soapberries Road

44 Ninro Soapberries Road

45 Ninro Soapberries Road

46 Ninro Soapberries Road

47 Jik Berry Road

48 Ninro Soapberries Road

5 Gua Flowers Road

5 Mayke Seagull Road

5 Ninro Soapberries Road

5 Willow Grouse

50 Ninro Soapberries Road

56 Ninro Soapberries Road

57705 Campbell Highway

57711 Campbell Highway

58 Ninro Soapberries Road

58100 Campbell Highway

58106 Campbell Highway

58110 Campbell Highway

58318 Robert Campbell Highway

58320? Campbell Highway

6 Gua Flowers Road

6 Gyo King Salmon Road

6 Jik Berry

6 Ninro Soapberries Road

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P.O.Box 113
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64 Ninro Soapberries Road

7 Gua Flowers Road

70 Ninro Soapberries Road

7258 Klondike Highway

7325 Klondike Highway

8 Gua Flowers Road

8 Jik Berry Road

8 Ninro Soapberries Road

809 Little Buffalo Lake Road

823 Little Buffalo Lake Road

825 Little Buffalo Lake Road

9 Gua Flowers Road

9 Gyo King Salmon Road

9 Ninro Soapberries Road

9 Tsâwnjik wet areas Road

9178 Klondike Highway

9352 Klondike Highway

9404 Klondike Highway

9452 Klondike Highway

9594 Klondike Highway

9861 Klondike Highway

999 Little Buffalo Lake Road

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Village of Carmacks
P.O. Box 113
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☒ Council Decision
☐ Council Direction
☐ Council Information
☐ Closed Meeting

RE: Bylaw 301-24 Civic Addressing Application

Recommendation

Council provide approval by resolution for the civic addressing application of Christopher Boland and Vernon Marshall at the Carmacks Airtanker Base on Carmacks Aerodrome (CEX4) lot for the purpose of acquiring an official civic address to upgrade current infrastructure.

Recommended address as per Bylaw 301-24 civic addressing list – **57675 Robert Campbell Highway**

Background

On July 16th, 2024 bylaw 301-24 passed its third reading to adopt civic addressing in the Village of Carmacks boundary.

As stated in the bylaw under sections:

4.1 When an owner of a lot wishes to change their civic address, the owner shall submit an application in the prescribed form (Appendix A) to the Chief Administrative Office together with a non-refundable application fee as outlined in the appropriate schedule of the Consolidated Municipal Fee Bylaw.

4.2 Council shall decide in accordance with this Bylaw whether or not to permit the change and state such decision in a Council Resolution.

Current Status

At this time, this property located at the airport does not have an official civic address and therefore cannot move forward with their funding application without first acquiring a civic address. As per the civic addressing list the 57675 Robert Campbell Highway will effectively align with the list and other civic addresses in that area.

Draft Resolution

THAT Council moves to approve the civic addressing application in accordance with the Civic Addressing Bylaw 301-24 for the new civic address located at the Carmacks Airtanker Base on Carmacks Aerodrome of 57675 Robert Campbell Highway.

Prepared by
Chantal Pelletier
Chief Administrative Officer