

Village of Carmacks Council

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

Agenda 25-14

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, July 22, 2025**

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

Agenda

1. **Call to Order**
2. **Adoption of Agenda** *Motion to Approve.*
3. **Adoption of Minutes**
 - 3.1 Regular Meeting of July 8th, 2025 *Motion to Approve.*
4. **Delegation**
 - 4.1 Public Works Building Retrofit – David Eastland and Mike Ukrainetz
 - 4.2 Council Strategic Planning – Jordan Stackhouse
5. **Correspondence**
 - 5.1 AYC resolution letters (9 in total)
 - 5.2 SARU Risk Assessment and Recommendations – Lot 1133
6. **Reports**
 - 6.1 Council Activity Reports
 - 6.2 Mayor's Report
 - 6.3 Recreation Report
 - 6.4 Finance 1st Quarter Report
 - 6.5 Arena Report
 - 6.6 CAO Report
 - 6.7 Association of Yukon Communities (AYC)
7. **Bylaws**
 - 7.1 Business License Bylaw 314-25 – out for public input
8. **New and Unfinished Business**
 - 8.1 Interim Acting CAO *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 July 8th, 2025, IN THE MUNICIPAL COUNCIL CHAMBERS**

PRESENT: Mayor: J. Lachance

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

Staff: CAO C. Pelletier, P. Singh

Delegates: Kevin Fisher, Hannah McDonald, Brian Murrell, Myisha, Mark
Wickham, Cst. G. Beauchamp, online Arbor Webster

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

2. AGENDA: Council reviewed the agenda.

**25-13-01 M/S Councillors C. Bellmore / D. Hansen motioned that the agenda be
accepted as presented.**

CARRIED

3. MINUTES:

3.1 From the regular council meeting on June 17th, 2025

**25-13-02 M/S Councillors D. Hansen / C. Bellmore motioned that the minutes be
accepted as presented.**

CARRIED

3.2 From the special meeting on June 24th, 2025

**25-13-03 M/S Councillors T. Wheeler / D. Hansen motioned that the minutes be
accepted as presented.**

CARRIED

4. DELEGATION

4.1 Delegation Summary: RCMP Report – May & June 2025

Presented by: Cst. Gregory Beauchamp

Constable Beauchamp opened with a reflection on recent activity, noting that May and June were particularly busy months. There was a reduction in total calls compared to May 2024, but alcohol remained a significant contributing factor in many cases. June saw an increase in impaired driving and disturbances.



May 2025

- Total Calls for Service: 38 (down from 62 in May 2024)
- Alcohol-related Calls: 20 (slightly down from 24)
- Notable Increases:
 - Impaired Driving: 4 (from 0 in May 2024)
 - Mental Health Calls: 7 (up from 5)
- RCMP conducted: 124 patrols, totaling 136 hours
- Tickets Issued: Distracted driving, liquor violations, and MVA infractions
- Firearms Incident: 4 unsecured firearms seized (Twin Lakes Campground), later returned with proper documentation.

June 2025

- Total Calls for Service: 57 (down slightly from 61 in June 2024)
- Alcohol-related Calls: 26 (up slightly from 24)
- Impaired Driving Charges: 9 laid (4 from a single April incident)
- Patrols: 136 patrols / 140 hours road time
- Tickets Issued: 5 for speeding
- Off-road Vehicle Incidents: 2 seizures (one involved fleeing police)
- Criminal Charges: 20 in total, including assault, theft, impaired driving, and one person pointing a replica firearm at an officer.

Community & Youth Engagement:

- Assisted with 49th annual Ridge Run, school archery and running clubs, and informal school visits.
- Cst. Beauchamp delivered a speech at the high school graduation.
- RCMP organized a school-wide water fight (June 6) for year-end celebration.
- Officers continue attending LSCFN and VOC events, fostering meaningful youth engagement.

Mental Health & Safety Concerns:

- May: Uptick in mental health calls; in most cases, alcohol was a contributing factor.
- June: Continued high volume of mental health and wellbeing checks (notably 7 in June).
- Community encouraged people to regularly check in on loved ones.

Court & Staffing Updates:

- Carmacks Circuit Court has moved to the new Firehall.
- Staffing: Detachment is now fully staffed with in-community members.
- Relief units will cover gaps during summer vacations.



Significant Incidents:

- Twin Lakes Firearms (May): Firearms seized during patrol; lawful owners warned.
- Replica Firearm (June): One charged for pointing a fake firearm at an officer.
- Vehicle Rescue (June): Elderly man rescued after flipping vehicle 65 meters down an embankment near Tatchun Hill. Emergency services used jaws of life and winch to extract and stabilize the gentleman.

Closing Remarks:

Constable Beauchamp thanked Council for continued support and invited follow-up questions by email or in-person during community patrols.

4.2 Land Development Delegation Summary

Presenters:

- Hannah McDonald – Land Development Branch
- Kevin Fisher – Senior Planner

Land Development Branch Overview

The LDB is responsible for planning and preparing Yukon Government-owned land (Commissioner's Land) for residential, commercial, and industrial development. They do not build homes or businesses but rather design infrastructure and sell ready lots through lottery sales, aiming for cost recovery.

Key operational constraints:

- Skyrocketing post-pandemic construction costs
- Short construction seasons and limited contractors
- Cost recovery targets rarely being met
- Small pool of local developers
- Community pushback near development areas

Recently Developed Areas in Carmacks

Site 1 – Freegold Road (Country Residential)

- 3 lots (~0.82 ha each)
- Sold in Spring 2023
- Building Commitments:
 - One lot: 3 years build commitment
 - Two lots: 5 years (revised due to original buyer returning lot)



Site 2 – Rowlinson & Prospector (Urban Residential)

- 6 lots:
 - 4 single-family
 - 2 multi-unit
- Sold in Fall 2024
- All have 3-year building commitments

Long-Term Development Areas

Based on the 2020 Land Suitability Assessment and 2021 OCP, two areas were identified:

1. Roddy's Mitt (Area B)

- ~50 potential lots
- Average lot development cost (2019): \$174K
- Pros: Shorter road access, less topographic difficulty
- Cons: Located on a hill, challenging for water delivery & well drilling
- Shared ownership: Half Commissioner's land, half LSCFN

2. Coal Mine Lake (Area A)

- ~150 potential lots
- Average lot development cost (2019): \$228K
- Pros: Open flat land, low heritage/environmental constraints
- Cons: High cost due to long access road (across private parcels), single road entry – poor emergency access
- Also, half LSCFN land – interest from First Nation in a self-managed, citizen-focused subdivision

Cost Recovery & Market Considerations

- Projects are increasingly not recovering full costs.
- Land value appraisal uses market comparable (e.g., serviced vs. unserviced).
- Government sometimes writes off costs to make lots marketable.
- Federal infrastructure grants (no longer available) had supported past projects.
- Case-by-case decisions guide whether to proceed despite deficits.

Potential Areas

Site 1 – Airport Industrial (High Potential)

- 11 ha, ~7 industrial lots
- Road and single-phase power only



- No residential use due to proximity to airstrip
- Could support aviation-related businesses
- Requires Council direction to proceed

Site 2 – Lot 15 (Medium Potential)

- ~1 ha site behind multi-unit housing on River Drive
- Back of lot is wet; access is a challenge
- LSCFN Development Corp has expressed interest
- Needs rezoning to match adjacent land for amalgamation

Other Low-Potential Sites:

- Site 3: River Drive (wet, heritage risks)
- Site 4: Campbell Highway (limited access)
- Site 5: Klondike Highway (farther south, considered costly and difficult)

Additional Notes and Community Input

- Interest in revisiting Freegold Road extension areas (community-raised)
- Former Grader Station site discussed – contamination caveats may limit onsite wells and residential development
- Government is open to collaborative planning with First Nation for Roddy's Mitt or Coal Mine Lake
- Council support and clear visioning direction needed to prioritize feasibility work, zoning applications, and public engagement

Council & Community Questions Raised

- Concerns about residential affordability
- Viability of accessing sites through alternative routes
- Whether site preparation costs align fairly with lot value
- The potential need for subsidies or grants to allow projects to move ahead
- Specific geotechnical concerns (e.g., wetland conditions, access grade, blasting)

Next Steps and Action Items

- Further investigate industrial viability at Airport site
- Engage public on preference: industrial vs. residential for key sites
- Consider updated cost/feasibility review of Roddy's Mitt and Coal Mine Lake
- Re-evaluate Lot 15 in partnership with LSCFN
- Possibly revisit River Drive considering worsening land scarcity



4.3 CMHC Development Incentives: Housing Accelerator Fund (HAF) Overview

Presented by: Mark Wickham (Across The River Consulting)

Program Background

- Funding Program: Canada Mortgage and Housing Corporation's Housing Accelerator Fund (HAF)
- Total Approved for Carmacks: Up to \$2.1 million
 - 50% already received
 - Remainder contingent on:
 - Workplan milestones
 - Number of new housing units permitted before January 2027

Mark emphasized: "Permits matter" — success is judged by both progress on policy and tangible housing outcomes.

Policy Implementation Timeline

- Deadline for adopting grant policy: August 31, 2025
- This date ensures the Village is eligible for continued funding and aligns with CMHC's strict accountability timelines.

Draft Development Grant Policy – Key Features

The policy provides direct financial incentives to encourage both standard and major housing development.

1. Standard Housing Development

(Up to 4 units per property)

- Base Grant: \$40,000 per unit
- Bonus: Additional \$7,500 per unit if building permit is received by December 31, 2025
- Eligibility: Owner must hold title or be under Agreement for Sale; unit must be new construction
- Cap for Phase One (current funding): \$400,000
→ Approx. 10 units funded initially
- Payment Schedule:
 - 75% once the structure is "clad to weather"
 - 25% upon final inspection and compliance verification

2. Major Housing Development



(5+ units on one property)

- Base Grant: Up to \$30,000 per unit, capped at \$270,000 per project
- Bonus: \$7,500 per unit for early permitting (by Dec 31, 2025)
- Flexible Structure:
 - Grants can include:
 - Tax abatements
 - Fee waivers
 - Engineering/environmental support
 - Demolition assistance
- Negotiated individually and approved by Council resolution

Eligibility & Requirements

- Must be within Carmacks municipal boundaries
- Applicant must:
 - Own the property (or hold Agreement for Sale)
 - Have no arrears with the Village
 - Comply with all zoning, OCP, and building code standards
- Homes must not be used for short-term rentals (30 days or less) for at least 3 years

Discussion Highlights & Council Questions

Administrative & Financial Safeguards

- Grants will not exceed available funding
- First phase capped at the amount already received from CMHC
- If oversubscribed, grants may be distributed:
 - By lottery
 - Or evenly reduced among applicants

Current Projects Eligibility

- Concern raised: Builders who started after January 2024 (HAF start) but before this policy is adopted should be eligible
- Mark agreed in principle — especially if their permits contributed to the funding received
- Possibility discussed of allocating partial grants to help complete those projects

Additional Policy Considerations

- Potential public info session to promote the grant and clarify eligibility



- Request to include Yukon Housing Corporation (YHC) grants and other funding opportunities in outreach materials
 - Example: YHC offers up to \$100,000 extra for affordable rentals
- Discussions around tear-downs and rebuilds:
 - Replacing a structure may qualify, but only if it meets the definition of a new building permit
 - Renovations do not qualify

Funding Allocations (Draft)

- 35–40%: Standard Housing Development
- 60–65%: Major Housing Development
 - This could shift depending on applications

Next Steps

- Revise the draft policy with:
 - Clarifications on in-progress builds
 - Early grant disbursement tied to infrastructure (e.g., well installation)
- Public information session to be scheduled
- Council to review updated draft and approve before August 31, 2025

5. CORRESPONDENCE

5.1 Stuart Harris Letter re: Traffic & Parking By-law

Mr. Harris expressed concern that both the first and second readings of the by-law occurred in one session, limiting public input. He requested Council re-open the by-law process to allow community feedback.

Action: Council acknowledged the concern and will provide a response.

5.2 Stuart Harris Email re: Housing, Infrastructure

Mr. Harris submitted several questions:

- Estimated admin costs and financial risks tied to the Housing Accelerator Fund (HAF).
- Programs to assist with septic/well costs.
- Best way for citizens to contact the Mayor outside meetings.

Action: Council noted that some answers fall under administration and will respond formally. Suggestions regarding septic assistance and public engagement were also discussed.



6. REPORTS

6.1 Councillor Activity Reports

Councillor D. Hansen has nothing to report.

Councillor D. Mitchell has nothing to report.

Councillor T. Wheeler reported that she attended Canada Day at recreation center, and it was great experience.

Councillor C. Bellmore expressed appreciation to the staff and volunteers who prepared breakfast at a recent event, noting it was taken care of early and was delicious.

She also raised concern regarding a potential glitch in the Yukon Government's new property tax system, which appears to have affected the minimum tax rate applied to undeveloped properties. She noted that while the minimum was \$400 in 2024, she and possibly others were only charged \$350 in 2025. Councillor Bellmore emphasized that the minimum rate was set intentionally to encourage development and questioned whether the glitch resulted in any significant loss of tax revenue to the Village. She has discussed the matter with administration, and CAO Chantal Pelletier is looking into it further.

6.2 Mayor Report

Mayor Lachance reported having participated in and helped cook at the Canada Day community breakfast, as well as taking part in the parade alongside the Canadian Rangers. He noted the event was a success, with many community members in the cake cutting and festivities. Activities like the egg toss and water balloon fight were well enjoyed by the children. He gave special thanks to Viren for sharing a drone video of the event on the community page, which was a creative and well-received highlight. Mayor also shared that he has been actively engaging with visitors around town, including visits to the visitor centre and the pool. He is looking forward to the official grand opening of the pool. Finally, he commended community member Glen Skookum for his quick response and attention during a recent highway accident and acknowledged the strong coordination and professionalism of Carmacks' fire and emergency services.

6.3 Finance Report

The Finance Department reported that as of June 27, approximately 85% of property taxes had been collected, with the busiest days being just ahead of the July 2nd payment deadline. The 2024 audit was finalized on June 23, and the audited financial statements were received on June 25. Annette will be away on holiday until July 31st. The check log



was presented for Council's review; any questions are to be directed to CAO Chantal Pelletier.

A question was raised about cheque #31393, related to gasoline purchases. It was clarified that the Village holds a year-to-year contract with AFD for fuel, which is stored at the Public Works compound and used for municipal vehicles. Gasoline purchases are made in bulk under this agreement for cost efficiency. No further concerns were raised, and both the income statement and check log were accepted.

25-13-04 M/S Councillors T. Wheeler / C. Bellmore acknowledges receipt of the Accounts Payable Report Cheques from 31372-31418 provided for informational purposes. CARRIED

25-13-05 M/S Councillors C. Bellmore / D. Hansen acknowledges receipt of the Income Statement of Village of Carmacks from January to June 2025 provided for informational purposes. CARRIED

6.4 Carmacks Volunteer Fire Department Report – June 2025 Reported by Acting Fire Chief Dennis Mitchell

Acting Fire Chief Dennis Mitchell provided an overview of the fire department's activity for the past month, highlighting both emergency responses and community engagement. On May 27, there was a callout for a fire alarm. Fire practice was held on June 5 with strong volunteer attendance and a focus on gear checks and readiness. On June 6, the department joined the RCMP at Tantalus School for a schoolwide water fight, which was well-received by students and participants alike.

Another fire practice was conducted on June 18, reinforcing the importance of equipment checks and training. On June 25, the department responded to a single vehicle accident on the North Klondike Highway, where the lone occupant was extricated from the vehicle. A second significant callout occurred on June 30, triggered by highways worker Glen Skookum, who noticed a vehicle that had been off the road for up to 20 hours. This incident was also referenced in Constable Greg Beauchamp's RCMP report, and the timely observation may have saved the occupant's life. The individual was transferred to care in Whitehorse, and his dog was later recovered safely.

Mayor and Council expressed their gratitude to all Carmacks Volunteer Fire Department members for their service and dedication.

6.5 Visitor Information Center Report

Jeremy Byers VIC coordinator reported a total of 257 visitors to the VIC during the month of June. Local arts and merchandise sales brought in \$211.40, with two local art pieces sold.



Visitor feedback indicated that the most common concern was the difficulty in locating the Visitor Information Centre. Its current location is perceived as hard to find, potentially impacting visitor engagement. Visitors also noted issues with the washroom water system, which has since been resolved. Thanks were extended to Public Works for addressing this.

Additional operational concerns included overgrown trees and vegetation surrounding the VIC, which detracts from its appearance, and the need for regular garbage collection to maintain cleanliness and a welcoming environment.

6.6 Bylaw Monthly Report

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

- Dogs at Large: Two dogs were caught on River Drive.
- Aggressive Dog Complaints: None reported.
- Traffic & Parking Violations:
 - Five tractor/semi-trailers were observed transporting loads without proper strapping or securement.
 - Five parking violations were issued.
- Assistance to RCMP: Provided assistance as needed.
- Public Encounters: 15 interactions with the public, mostly assisting tourists and during safety patrols.
- Open Space Infractions: One incident of public alcohol consumption and littering reported at the boardwalk after hours.

Highlights:

- Focused patrols on after-hours safety, particularly public drinking in parks and the boardwalk.
- Emphasis on traffic enforcement around local businesses and ensuring clean public spaces.
- Council thanked Constable Ferraz for his continued diligence.

6.7 PWGM Report

The Public Works report for June 2025 from PWGM Jens Wylimczyk was received, and it includes that operations at the water treatment plant and arena were running smoothly throughout June, with no issues to note. The collection systems, including the duplex equipment, were also in good condition and did not require any immediate maintenance. A minor repair was completed with the installation of a new arm on one of the Kubota. Recycling services, as well as both the old and new fire halls, were functioning normally.



Council expressed appreciation to Jens and the Public Works team for their continued consistency and dedication to service delivery.

6.8 CAO Report

CAO Chantal Pelletier provided her report for June 4, 2025. CAO provided a comprehensive update on ongoing municipal projects and key events. She highlighted that the Carmacks Pool officially reopened on June 28th for the first time in six years, with its grand opening date to be determined as Canada needs to approve a date. The Animal Control Agreement with LSCFN has now been fully implemented, with flyers distributed to residents outlining the proper reporting process for dog-related issues.

Progress continues on the landfill composting program, with preparation underway for fencing and tent setup. The scale project tender was extended to July 8, while cemetery planning remains delayed pending archaeological support, now expected to resume next year. Chantal also confirmed that Yukon Government (YG) and Stantec will attend a joint council meeting to present updates on the Disaster Mitigation and Adaptation Fund (DMAF) project.

Six Rugged Apprentices are scheduled to arrive September 8–12, 2025 to complete community work. Public Works retrofit project will have design concepts brought to Council on July 22nd. BST road work on River Drive remains scheduled for July 28, and arena boiler repairs are on hold pending delivery of a backordered fan. YG is also working on addressing arena humidity issues, with data collected by Setplan Engineering to inform mitigation plans that will be presented to Council once finalized.

Chantal also noted that the Business License Bylaw 314-25 will undergo a public engagement period from July 15 to August 15, with suggestions to be brought back to Council by late July or early August for second reading consideration.

6.9 AYC Association of Yukon Communities (AYC)

Presented by: Councillor Wheeler

Councillor Wheeler noted that numerous emails were received from AYC regarding ministerial letters tied to recent resolutions. Rather than forwarding each individually, it was confirmed that Chantal received the full set and will include them in the Council information package for review.

7. BYLAWS

7.1 Civic Addressing Bylaw 301-24 Application

Council reviewed a civic addressing application submitted by Christopher Boland and Vernon Marshall for the Carmacks Airtanker Base, located at the Carmacks Aerodrome.



The property previously had no official civic address, which hindered their ability to apply for infrastructure funding.

In alignment with Bylaw 301-24, which governs civic addressing within the Village of Carmacks boundaries, the Chief Administrative Officer recommended assigning the address 57675 Robert Campbell Highway. This new address conforms with existing addresses in the area and satisfies funding requirements.

- 25-13-06 M/S Councillors C. Bellmore / T. Wheeler approved the application by resolution, assigning 57675 Robert Campbell Highway as the official civic address for the Carmacks Airtanker Base. CARRIED**

8. NEW & UNFINISHED BUSINESS

None.

9. QUESTION PERIOD SUMMARY

Resident: Brian Murrell

Topic: General Community Concerns and Project Updates

Brian Murrell raised several concerns. First, he questioned the reason behind the village public works building retrofit, initially assuming it was only due to a lack of washroom facilities. CAO Chantal clarified the project addresses multiple structural issues, including space limitations, poor concrete condition, and aging infrastructure. Full design details will be presented at the July 22, 2025 Council meeting.

Brian also noted ongoing confusion about the Visitor Information Centre's location and suggested exploring a more direct access route via nearby YG property. Council acknowledged the idea but noted that the land in question is not under municipal control.

Regarding the biogas project, Brian expressed strong concerns over its high estimated construction and operating costs and its unproven nature. CAO Chantal assured him that no municipal funds have been committed; only the composting program is proceeding, with the biogas project left to Balanced Biogas for future independent development.

Lastly, Brian asked about recent letters from Stewart Harris. Council confirmed the letters were general correspondence—not a formal petition—and responses are being prepared.



10. IN-CAMERA

None at this time.

11. ADJOURNMENT

25-13-07 M/S Councillor C. Bellmore motioned to adjourn the meeting at 9.24PM.

Mayor J. Lachance adjourned the meeting at 9.24 PM.

Mayor J. Lachance

CAO Chantal Pelletier



Elevator Yukon

Village of Carmacks Strategic Planning

Proposal

For the provision of services to complete comprehensive strategic planning with elected officials on the Carmacks municipal council.

2025/07/06



elevator yukon

Chantal Pellitier
Chief Administrative Officer
Village of Carmacks
143 River Drive, Carmacks YT
cao@carmacks.ca

VIA EMAIL

Re: Strategic Planning Services

Hi Chantal! Further to our conversation, I've prepared this small proposal to discuss with you.

Our approach to strategic planning focuses mostly on review and implementation of the community's official community plan and other priorities Council may wish to tackle during their term. We will work with the Council to build consensus on important initiatives that they would like to see progress on during their term and develop a goal-oriented and actionable plan that can be adopted throughout the organization.

If you could please have a review of this proposal and contact me at the information below, I would appreciate it. I believe there is tremendous value for the Village of Carmacks in engaging in a strategic planning exercise.

Sincerely,

Jordan Stackhouse

Owner, Elevator Yukon
(867)-689-0496
jordan@elevatoryukon.com

1) hello and nice to meet you

Elevator Yukon is a local government consultancy agency based in Whitehorse, Yukon that exists to assist local governments (and small businesses) reach their potential. Elevator Yukon is pleased to meet you and also to submit our proposal for the provision of strategic planning services for the Village of Carmacks.

2) why are we doing this

To cut through the noise and help set a foundation of success for your council: Elected officials often come to their council seats with individual priorities and a preconceived notion of what being a councillor is and what they can do as councillors. We will help council develop a core understanding of the foundational elements for success in local government, and how they themselves can be successful for their time in the council seat

To develop a shared understanding of roles, responsibilities, and priorities: We understand what it takes to run a municipality. We will help bring context and practicality to the very real responsibilities the council has for the wellbeing of the community. We help the council to understand the nature of the political-administrative interface and how to navigate relationships in a respectful and healthy way for a productive working relationship amongst council and administration.

To develop a crystal-clear operational and legislative agenda for council and administration to follow: We will help interpret and synthesize council feedback to develop a goal-oriented and actionable strategic plan which considers all the administrative/legislative burdens and realities of Yukon. With this action plan, there will be a clear understanding of how the council and administration are moving forward in-step with one another to address community priorities through policy and legislation.

3) our approach

Strategic Planning:

1. **Assess previous plans, activities, and current plans activities to provide analysis:** To get council and administration started off in the right direction, we will evaluate and provide analysis on key municipal documents with a focus on the Official Community Plan. Existing plans and strategies should provide a foundation for elected officials to build upon and we will help them understand the implications and goals of these plans before setting directions for the community.

Deliverable: Background Report + Analysis

2. **Create a short to medium-term council strategic plan:** This plan will provide a crystal-clear road map for administration and council to work off of and will speak to areas such as: infrastructure, capital planning, emergency services, water and waste, economic development, community development, tourism, recreation, and finance, among others. The plan will detail how operational and strategic plans intersect and how administration can move forward under the direction that council has provided.

Deliverable: Strategic Plan

4) what you will get

Based on the proposed approach outlined above, we will deliver:

1 x Council Strategic Plan: One professionally written council strategic plan that incorporates all the previous research and engagement lessons, and develops an action plan for areas such as: infrastructure, capital planning, emergency services, water and waste, economic development, community development, tourism, recreation, and finance, among others. The plan will detail how operational and strategic plans intersect and how to move forward under the direction that council has provided.

5) how long it will take

We are available to begin this project right away. It will take approximately 4-6 weeks to complete the planning, meeting, and drafting of a strategic plan.

6) how much it will cost

The estimated cost for the project, based on the hours and methodology noted above, not including GST, is **\$4,750.00**.

*Travel rates for travel to/from communities are based on YG rates and are **not included** in this price; we highly recommend in-person sessions.

7) your team

Jordan Stackhouse - Project Lead. Elevator Yukon: Jordan is an accomplished business professional who holds a Bachelor's Degree in Business (Marketing) and Master of Business Administration specializing in community development. Jordan also holds a designation as a Certified Economic Development Professional through the Economic Developers Association of Canada. Jordan provides insight and expertise to this project through his 15 years of experience in municipal and First Nations government operations.

Association of Yukon Communities



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Members of:



June 20, 2025

Hon. Tracy-Anne McPhee
Government of Yukon
Box 2703
Whitehorse, YT Y1A 2C6

Re: Enhancing Interdepartmental Information Sharing to Support Vulnerable Persons

Dear Minister McPhee,

I am writing on behalf of the Association of Yukon Communities (AYC) to share a resolution passed by our membership at the recent Annual General Meeting, held on April 20, 2025. This resolution speaks to a critical issue impacting the health, safety, and well-being of vulnerable individuals, as well as the communities in which they live.

Currently, legislative barriers prohibit the sharing of information between Yukon government departments, which significantly impedes the ability of agencies and service providers to develop coordinated, holistic responses to individuals whose behaviors may stem from underlying health or social issues rather than criminal intent.

The lack of integrated information not only compromises the ability to support vulnerable persons effectively, but also places undue strain on law enforcement, the court system, and social service agencies. Without a full picture, service providers are often unable to create comprehensive wellness or case management plans—plans that could improve outcomes for individuals while enhancing community safety and reducing recidivism.

To address this urgent issue, the Association of Yukon Communities respectfully urges the Government of Yukon to:

1. Amend relevant legislation to permit appropriate and secure sharing of pertinent information between government departments; and

2. Ensure that this legislative change enables the development of comprehensive, cross-departmental case management plans for vulnerable individuals, whose needs may be rooted in health or social conditions rather than criminality.

Such changes would enable a more coordinated and compassionate approach to service delivery and improve outcomes for vulnerable Yukoners while reducing systemic burdens across justice, health, and social service systems.

We appreciate your attention to this matter and welcome the opportunity to engage further on how best to implement these important changes in collaboration with community governments and frontline agencies.

Thank you,

A handwritten signature in black ink, appearing to read 'Lauren Hanchar', with a stylized, cursive script.

Lauren Hanchar
President
Association of Yukon Communities

CC:

AYC Board of Directors
Brad Cathers, MLA
Kate White, MLA



WHEREAS:

Under current Yukon legislation, information sharing is prohibited between government departments, which is detrimental to supporting the health and wellness of vulnerable persons at risk and could impact the wellbeing and safety of the person and other community members.

WHEREAS:

The sharing of all information between departments is required for the holistic health and wellness of the offender, and

WHEREAS:

The failure to do this puts community safety, and the health and wellness of our citizens and vulnerable persons at risk, and places an additional workload on law enforcement, the court system and health and social services.

THEREFORE, BE IT RESOLVED:

That the Association of Yukon Communities urge the Government of Yukon to amend relevant legislation to enable the sharing of pertinent information between government departments as needed, to provide access to all services which will allow for development of a comprehensive wellness or case management plan for the vulnerable offenders as their behavior may be related to health or social impacts and not based in criminality.

Association of Yukon Communities



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Director At Large

Councillor Dan Boyd

Executive Director

Bonnie Dixon

Manager of Operations

Kelsey Gammel

Members of:



June 20, 2025

Hon. Richard Mostyn
Government of Yukon
Box 2703
Whitehorse, YT Y1A 2C6

Re: Support for Standardized Municipal Election Administration

Dear Minister Mostyn,

On behalf of the Association of Yukon Communities (AYC), I am writing to bring forward a resolution adopted at our recent Annual General Meeting, held in Haines Junction last month. This resolution reflects the collective voice of Yukon municipalities on the critical need for improvements to the administration of municipal elections under the Municipal Act.

Fair, accessible, and well-administered elections are the cornerstone of the democratic governance and are essential for fostering public trust in local government. However, municipalities across the Yukon continue to face significant challenges in delivering elections that meet these standards. These challenges stem from inconsistent procedures, limited funding, and the absence of centralized support system for municipal election officials.

To address these concerns and improve the efficiency, consistency, and integrity of municipal elections in the Yukon, the Association of Yukon Communities respectfully urges the Government of Yukon to:

1. Establish standardized election administration procedures under the Municipal Act to ensure consistency and fairness across all municipalities; and
2. Formally recognize Elections Yukon as the authority on elections conducted under the Municipal Act, and provide them with the necessary funding and resources to:
 - Develop and implement standardized procedures.
 - Offer training and guidance; and
 - Deliver a centralized support system for municipal election officials

We believe these measures will go a long way in strengthening the Yukon's democratic institutions and supporting municipal governments in fulfilling their electoral responsibilities.

We welcome the opportunity to meet and discuss how these recommendations might be advanced collaboratively. Thank you for your attention to this matter and for your continued support of municipal governments across the Yukon.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Lauren Hanchar', with a stylized, cursive script.

Lauren Hanchar
President
Association of Yukon Communities

CC:

AYC Board of Directors
Patti McLeod, MLA
Kate White, MLA



WHEREAS:

Fair, accessible, and well-administered elections under the Municipal Act are essential to democratic governance and public trust in local government; and

WHEREAS:

Municipalities across Yukon face challenges in election administration due to inconsistent procedures, limited funding, and a lack of centralized support for municipal election officials; and

WHEREAS:

Standardized election procedures, territorial funding, and a centralized support system would improve efficiency, consistency, and integrity in municipal elections.

THEREFORE, BE IT RESOLVED:

That the Association of Yukon Communities urge the Government of Yukon to establish standardized municipal election administration procedures to ensure consistency and fairness across all municipalities.

BE IT FURTHER RESOLVED:

That the Government of Yukon recognize Elections Yukon as the authority on elections under the Municipal Act, provide them with the necessary funding and resources, and develop a centralized support system to assist municipal election officials in delivering well-administered and accessible elections.

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Kelsey Gammel

Members of:



June 20, 2025

Yukon Utilities Board
Box 31728
Whitehorse, YT Y1A 6L3

Re: Request for the Establishment of a Municipal Rate Class in Yukon's Utility Rate Design

Dear Ms. McCullough,

On behalf of the Association of Yukon Communities (AYC) and its member municipalities, I am writing to urge the Yukon Utilities Board (YUB) to consider and implement a new rate class within the regulated rate design that specifically addresses the unique needs and operating realities of Yukon municipalities and designated local authorities under the Recreation Act.

As service delivery organizers, Yukon municipalities are increasingly strained by the rising cost of operations, with utility expenses- especially electrical rates- forming a significant and growing burden. The use of demand meters across all municipal buildings, including seasonally operated facilities, results in disproportionate billing. A single high-usage day can trigger elevated charges for the entire month, regardless of actual consumption patterns. This billing model is both financially unsustainable and structurally misaligned with how municipal governments function.

Unlike private businesses, municipalities operate on non-profit, balanced budgets, largely funded through property taxes and the Comprehensive Municipal Grant from the Government of Yukon. Moreover, municipalities are actively supporting the territory's climate and energy goals by converting facilities to electric heating yet are financially penalized through demand-based rate structures that discourage such energy transitions.

While the Government of Yukon has indicated it does not have authority over rate setting, the Yukon Utilities Board does. Therefore, we are respectfully requesting that the YUB implement a fourth rate group in its regulated rate design model to apply exclusively to municipalities and local advisory councils. This rate class should be based on actual energy consumption

without the application of demand charges or energy riders.

This change would not only align with the principles of fairness and cost transparency but also support municipalities in continuing to deliver vital community services without compromising fiscal sustainability or energy efficiency goals.

We thank the board for its attention to this matter and are eager to engage in any further consultations or hearings on this issue.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'L. Hanchar', with a stylized, cursive script.

Lauren Hanchar
President
Association of Yukon Communities

CC:

AYC Board of Directors
John Streicker, MLA
Currie Dixon, MLA
Kate White, MLA



WHEREAS:

Yukon Municipalities are very concerned with the ever-rising costs of operating a municipality in the Yukon, and especially the increasing cost of utilities, and

WHEREAS:

All municipal buildings, including seasonally used buildings, are on demand meters, and if the electrical use is higher for one day of the month, the utility charges for the entire month will be calculated at the peak rate, and

WHEREAS:

Yukon municipalities are service delivery organizations who maintain a balanced budget and do not exist to make a profit like a business, and

WHEREAS:

Government of Yukon promotes the use of electricity for heating buildings and,

WHEREAS:

Yukon municipalities are dependent on Government of Yukon and the Comprehensive Municipal Grant for their ongoing operational expenses, and

WHEREAS:

The Association of Yukon Communities passed a resolution in 2022 urging YG to mandate that Yukon Energy Corp change their rate policy to only charge municipalities an actual utility rate and discontinue demand charges, and

WHEREAS:

the Yukon Government responded to AYC resolution stating that they have no authority over energy rates.

THEREFORE, BE IT RESOLVED:

that the Association of Yukon Communities urge the Yukon Utilities Board to implement a fourth rate group in their regulated rate design model, to cover Yukon municipalities and designated local authorities under the Recreation Act, exclusively so that municipalities pay for actual energy consumption without demand charges or energy riders.

Association of Yukon Communities



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Manager of Operations

Kelsey Gammel

Members of:



June 20, 2025

Hon. Tracey-Anne McPhee
Department of Justice
Box 2703
Whitehorse, YT Y1A 2C6

Re: Strengthening RCMP Staffing Continuity in Yukon Communities

Dear Minister McPhee,

On behalf of the Association of Yukon Communities (AYC) and its member municipalities, I am writing to express our collective concerns regarding the frequent turnover and staffing gaps in RCMP community detachments throughout the territory.

RCMP members assigned to communities typically serve in limited-duration postings. While we recognize the nature of federal staffing practices, we also know from direct experience that continuity in community policing is essential for fostering strong relationships, building trust, and ensuring effective public safety services. Unfortunately, several communities have recently faced challenges due to members being off on extended leave without consistent or timely relief staffing, resulting in diminished public safety presence and community confidence.

At the 2025 AYC Annual General Meeting, our members passed a resolution calling on the Government of Yukon to collaborate with the Commanding Officer of M Division RCMP to:

1. Enable extensions of RCMP community posting for members who are well suited to their assignments, based on input from the affected municipality, local First Nations, and RCMP supervisors; and
2. Develop and implement stable, consistent strategies for relief staffing during periods when officers are on extended leave, to maintain a reliable policing presence in Yukon communities.

We believe that implementing these changes will lead to stronger community-police relationships, more effective local policing, and improved well-being for both residents and RCMP members alike.

We respectfully request your support in working with M Division to address these issues and look forward to your leadership in promoting a more stable and community-responsive RCMP presence across the territory.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Lauren Hanchar', with a stylized, cursive script.

Lauren Hanchar
President
Association of Yukon Communities

CC:
AYC Board of Directors
Brad Cathers, MLA
Kate White, MLA



WHEREAS:

RCMP members in the communities serve in limited-duration posts, and

WHEREAS:

Several communities have had members off on extended leave; and

WHEREAS:

Staffing continuity in RCMP community detachments is crucial for fostering relationships and ensuring the safety and well-being of both RCMP members and the communities they serve.

THEREFORE, BE IT RESOLVED:

That the Association of Yukon Communities requests that the Minister of Justice collaborate with the Commanding Officer of M Division RCMP to allow members who are suitably posted to extend their postings in our communities based on feedback from the respective municipalities, First Nations, and RCMP supervisors.

BE IT FURTHER RESOLVED:

That the Association of Yukon Communities requests that the Minister of Justice collaborate with the Commanding Officer of M Division RCMP to develop more stable and consistent relief staffing strategies for members on extended leave.

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Bonnie Dixon

Manager of Operations

Kelsey Gammel

Members of:



June 20, 2025

Hon. Richard Mostyn
Department of Community Services
Box 2703
Whitehorse, YT Y1A 2C6

Re: Strengthening Emergency Management, Fire Service, and EMS Support

Dear Minister Mostyn,

On behalf of the Association of Yukon Communities (AYC) and its member municipalities, I write to emphasize the urgent need for a stronger and more coordinated emergency management framework across the territory. Yukon communities are increasingly vulnerable to a range of threats- including wildfires, floods, and other climate related disasters- and require stable, well-funded systems of preparedness and response to safeguard residents and infrastructure.

At the 2025 AYC Annual General Meeting, our membership passed a resolution calling on the Government of Yukon to demonstrate leadership in territorial emergency management by:

1. Enhancing coordination for evacuation planning, ensuring that municipalities are equipped with timely information, logistical support, and unified protocols.
2. Increasing funding to the Fire Marshal's Office, allowing it to provide consistent training, equipment, and operational support across Yukon municipalities.
3. Negotiating fair and transparent cost recovery agreements for municipal EMS services, which are often deployed in support of territory-wide health and emergency needs; and
4. Establishing stable, adequate funding streams for wildfire prevention, disaster mitigation, and infrastructure resilience, helping communities prepare for and withstand the impacts of climate change and other large-scale emergencies.

The gaps in the current emergency planning and funding not only jeopardize public safety but also place unsustainable burdens on municipal governments-

Many of which have limited capacity to manage emergencies without robust territorial support.

We urge your department to act decisively on these priorities and to work in close partnership with municipalities and First Nations to build resilient, coordinated emergency management systems across the Yukon.

Thank you for your attention to this critical matter. We look forward to working with you to strengthen emergency preparedness and response across the territory.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Lauren Hanchar', with a stylized, cursive script.

Lauren Hanchar
President
Association of Yukon Communities

CC:
AYC Board of Directors
Patti McLeod, MLA
Kate White, MLA



WHEREAS:

Municipalities across Yukon require strong emergency management frameworks, including effective coordination, adequate funding, and well-resourced fire and EMS services, to ensure public safety and disaster resilience; and

WHEREAS:

Current emergency response efforts are hindered by gaps in territorial evacuation planning, limited Fire Marshal resources, uncertainty in municipal EMS cost recovery, and insufficient wildfire prevention funding; and

WHEREAS:

Stable funding for wildfire prevention, infrastructure resilience, and disaster mitigation is essential to safeguarding communities from increasing climate-related threats.

THEREFORE, BE IT RESOLVED:

That the Association of Yukon Communities urge the Government of Yukon to take a leadership role in emergency management by enhancing territorial coordination for evacuation planning, increasing Fire Marshal funding, negotiating municipal EMS cost recovery agreements.

BE IT FURTHER RESOLVED:

That the Government of Yukon provide stable and sufficient funding for wildfire prevention, disaster mitigation, and infrastructure resilience to support municipal emergency preparedness and response efforts.

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Manager of Operations

Kelsey Gammel

Members of:



June 20, 2025

Hon. Ranj Pillai

Department of Economic Development

Box 2703

Whitehorse, YT Y1A 2C6

Re: Strengthening Yukon's Municipal Workforce Capacity

Dear Minister Pillai,

On behalf of the Association of Yukon Communities (AYC) and its member municipalities, I am writing to express our deep concern over the increasing challenges municipalities are facing in recruiting and retaining skilled professionals across a wide range of service areas.

From engineering and finance to bylaw enforcement, IT, and emergency response, Yukon communities are struggling to maintain the workforce required to support the sustainability and effectiveness of local operations. These issues are becoming more acute in the context of evolving service demands and infrastructure pressures.

Currently employment laws and immigration policies do not adequately reflect or support the realities faced by municipal governments. Rigidities in the Yukon Nominee Program, as well as gaps in the Employment Standards Act, contribute to workforce instability and hinder our ability to offer long-term service continuity. In response a resolution was adopted at the 2025 AYC Annual General Meeting calling on the Government of Yukon to:

1. Work collaboratively with AYC to review and update the Employment Standards Act to better reflect the unique staffing needs of

municipalities, particularly around the recruitment and retention of skilled workers;

2. Enhance the Yukon Nominee Program and partner with municipalities to establish workforce recruitment and retention strategies that meet both immediate and long-term needs; and

3. Provide direct support- through funding or programming- for training and professional development opportunities for municipal staff, helping ensure our workforce is equipped to meet the challenges of modern service delivery.

This is not just a municipal issue- it is a territorial one. The functionality of local governments underpins the success of Yukon as a whole, and it is vital that we have the tools to attract and retain the people who make our communities livable, safe, and economically vibrant.

We respectfully request your department's leadership in convening a joint working group with AYC to begin addressing these critical workforce concerns and developing solutions that will serve all Yukoners.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Lauren Hanchar', with a stylized, cursive script.

Lauren Hanchar
President
Association of Yukon Communities

CC:
AYC Board of Directors
Currie Dixon, MLA
Kate White, MLA



WHEREAS:

Municipalities across Yukon face increasing challenges in attracting and retaining skilled workers in municipal enforcement, engineering, finance, information technology, emergency response, and a variety of other technical fields which are essential to the overall health, functionality, and sustainability of municipal operations; and

WHEREAS:

Current employment laws and immigration policies do not fully support municipal workforce needs, creating barriers to long-term staffing and service delivery stability; and

WHEREAS:

Improvements to the Yukon Nominee Program and updates to employment standards would enhance municipalities' ability to recruit and retain workers essential to maintaining public infrastructure and services; and

WHEREAS:

Additional training and professional development opportunities, funded by the Government of Yukon, would help bolster the municipal workforce by ensuring workers have the necessary skills to meet evolving service demands.

THEREFORE, BE IT RESOLVED:

That the Association of Yukon Communities work with the Government of Yukon to review and update the Employment Standards Act to better support municipal workforce needs, including mechanisms that facilitate recruitment and retention of skilled workers in municipal government.

BE IT FURTHER RESOLVED:

That the Government of Yukon make enhancements to the Yukon Nominee Program, collaborate with municipalities to develop territorial-municipal partnerships for workforce recruitment and retention, and provide dedicated funding or direct training opportunities to support skill development for municipal employees.

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Bonnie Dixon

Manager of Operations

Kelsey Gammel

Members of:



June 20, 2025

Hon. Richard Mostyn

Department of Community Services

Box 2703

Whitehorse, YT Y1A 2C6

Re: Urgent Request for Increased Support to Yukon Fire Services

Dear Minister Mostyn,

On behalf of the Association of Yukon Communities (AYC) and its member municipalities, I write to you following the resolution passed at the AYC Annual General Meeting regarding the urgent and growing concerns related to the support provided by the Yukon Fire Marshal's Office.

As you are aware, Yukon municipalities have entered Memorandums of Understanding (MOUs) with the Fire Marshal's Office to assist in responding to emergencies, including motor vehicle accidents and fires, within territorial jurisdiction. While these MOUs reflect a collaborative spirit, the support offered to municipal fire departments by the Fire Marshal's Office has been inconsistent, and in many cases, inadequate. This includes regular provision of essential equipment, training opportunities, and fire apparatus-support that is critical for the safety and preparedness of our communities.

It is particularly concerning that, despite, persistent requests for increased funding from the Association of Yukon Fire Chiefs, the Fire Marshal's Office budget was reduced in the most recent territorial budget. This decision directly contradicts the findings and recommendations of the 2021 Fire Service Review, which called for increased funding and staffing to address capacity and resource gaps across Yukon fire departments.

The AYC urges the government to:

1. Immediately increase funding to the Fire Marshal's Office to ensure consistent and sufficient support to all fire departments in the territory, including but not limited to necessary equipment, fire apparatus, and training; and

2. Demonstrate a long-term commitment to fire services by implementing the recommendations of the 2021 Fire Service Review and ensuring sustained investment in Yukon's emergency response infrastructure.

Fire services are a cornerstone of public safety. Without reliable and adequate support, the capacity of our municipalities to respond to emergencies is at risk- putting both our residents and first responders in danger.

We respectfully request that this matter be treated with the urgency it warrants and would welcome the opportunity to discuss next steps in collaboration with your office.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Lauren Hanchar', with a stylized, cursive script.

Lauren Hanchar
President
Association of Yukon Communities

CC:

AYC Board of Directors
Patti McLeod, MLA
Kate White, MLA



Resolution
Urging the Yukon Government to Adequately
Fund the Fire Marshal's Office to Support
Municipal Fire Departments

WHEREAS:

Yukon municipalities have entered into Memorandums of Understanding (MOUs) with the Fire Marshal's Office to assist in responding to emergencies, including motor vehicle accidents (MVs) and fires, within the Government of Yukon's jurisdiction; and

WHEREAS:

The Fire Marshal's Office has historically provided varying levels of support to municipal fire departments, including equipment, training, and fire apparatus, but this support has been inconsistent and inadequate for many municipalities; and

WHEREAS:

The Fire Marshal's Office budget has been reduced in the most recent government budget despite clear and ongoing requests for increased funding the Association of Yukon Fire Chiefs (AYFC).

THEREFORE, BE IT RESOLVED:

That the Association of Yukon Communities (AYC) calls on the Yukon Government to immediately increase funding to the Fire Marshals Office to ensure that fire departments across the territory receive consistent and sufficient support, including the provision of necessary funding, fire apparatus, equipment, and training; and

BE IT FURTHER RESOLVED:

That the Government of Yukon commits to long-term support for fire services by adhering to the recommendations from the 2021 Fire Service Review, which called for increased funding and staffing to ensure that Yukon fire departments can continue to provide effective emergency response services.

January 29, 2025

Attention: Miles Hume, Manager
Site Assessment and Remediation Unit Environment
Environmental Programs and Assessment
4114 4th Avenue
Whitehorse, YT Y1A 4N7

SLR Project No.: 201.089133.00001

Revision: 0

RE: Risk Management Recommendations for Former Highway Maintenance Camp, Carmacks, YT

In 2024, a Human Health and Ecological Risk Assessment (SLR 2024a¹) and a Response to Third Party Technical Review of the HHERA (SLR 2024b²) were produced for the Former Highway Maintenance Camp in Carmacks, Yukon. The work was conducted under the assumption that the site would be developed for public community use (e.g., community center, gathering place, etc.) and that residential dwellings would not be constructed. A detailed development plan outlining proposed features (e.g., buildings, gardens, parking areas, etc.) and their locations had not been produced thus, the HHERA was based on broad assumptions related to human and ecological uses across the site. Based on these assumptions, the following risk management strategies are recommended to protect future site users.

Water Use Considerations

1. Groundwater wells should not be installed on the site for the purpose of obtaining potable water. The existing community supply should be relied upon.

Indoor Air Considerations

1. Buildings should be constructed with slab-on grade construction. If sub-grade construction is proposed, additional assessment of vapour intrusion based on the proposed building specifications will need to be conducted.
2. Buildings should not be used as residential dwellings. If the site plans change to include residential dwelling use, evaluation of associated risks will be required.
3. Soil impacts in the southeastern portion of the site (in the area of APEC 1; Figure A) have the potential to lead to indoor air vapours that pose an unacceptable risk to human health. Once development plans are finalized, a qualified professional should review the proposed building locations to assess the potential impact of the volatile organic compound contamination on indoor air quality. Based on the results of this review, one or more of the following actions may be required:

¹ SLR (SLR Consulting Inc.) 2024a. Human Health and Ecological Risk Assessment for the Former Highway Maintenance Camp in Carmacks, Yukon.

² SLR. 2024b. Response to Third Party Technical Review of the HHERA for Former Highway Maintenance Camp, Carmacks, YT

- a) Additional investigation, most notably through the collection of soil vapour samples, in the area TP-01. Soil vapour results should be attenuated to predict indoor air quality specific to the development plans (i.e., location of buildings and type of construction (e.g., slab on grade, subsurface)). Assessment of human health risks should be evaluated, as necessary (i.e., if attenuated concentrations exceed numerical standards). Additional delineation may be conducted to refine the area of concern for vapour intrusion, depending on development plans;
- b) In lieu of completing actions outlined in 4a, or if the results indicate Yukon CSR risk-based standards are not met, a vapour mitigation system (e.g., vapour barrier) should be installed. Specifications should be approved by a professional engineer;
- c) As an alternative to the actions outlined in 4a and 4b, physical remediation of volatile organic parameter contamination in the area of APEC 1 should be conducted. In addition to the work required to select and implement the remedial approach, this option will require collection of additional soil and groundwater, and possibly vapour, samples to confirm media giving rise to vapour impacts have been removed. This option also includes the possibility that the actions outlined in 4a and 4b will need to be conducted, depending on the success of remediation.

Figure A: Area of Site for Indoor Air Considerations (blue shading)



Terrestrial Ecological Use Considerations

1. Once development plans are finalized, a qualified professional should review the proposed locations of buildings, parking areas, and other site features in relation to sodium and chloride concentrations (measured and predicted) in the soil. The focus of this review will be to confirm the results of the HHERA and/or identify areas for topsoil placement.



Statement of Limitations

This report has been prepared, and the work referred to in this report has been undertaken by SLR for Environment Yukon Site Assessment and Remediation Unit (SARU) and completed in compliance with Contract Number C00073451. Environment Yukon SARU owns this report and has the exclusive right to copy and redistribute this report.

This report has been prepared for specific application to this site and site conditions existing at the time work for the report was completed. Any conclusions or recommendations made in this report reflect SLR's professional opinion based on limited investigations including visual observation of the site, surface and subsurface investigation at discrete locations and depths, and laboratory analysis of specific chemical parameters. The results cannot be extended to previous or future site conditions, portions of the site that were unavailable for direct investigation, subsurface locations which were not investigated directly, or chemical parameters and materials that were not addressed. Substances other than those addressed by the investigation may exist within the site, and substances addressed by the investigation may exist in areas not investigated in concentrations that differ from those reported.

Nothing in this report is intended to constitute or provide a legal opinion. SLR makes no representation as to the requirements of compliance with environmental laws, rules, regulations, or policies established by federal, provincial, or local government bodies. Revisions to the regulatory standards referred to in this report may be expected over time. SLR has relied on data provided by third parties and has made reasonable efforts to substantiate the information. If any of that information needs to be revised or regulatory standards change, then modifications to the conclusions and recommendations in this report may be necessary.

Environment Yukon SARU may submit this report to the Government of Yukon and/ or related Yukon environmental regulatory authorities or persons for review and comment purposes.

Closure

We look forward to working with you again.

Regards,

SLR Consulting (Canada) Ltd.



Michelle Anderson, M.E.T., R.P.Bio.

Technical Discipline Manager,
Risk Assessment and Toxicology
manderson@slrconsulting.com



Kathryn Matheson, M.Env.Sc., P.Geo., QPRA

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Monthly Report to Council

Recreation Updates

Monthly Report to Council: June 2025

Prepared by: Chanel Johnnie

Monthly Report to Council: June 2025

Prepared by: Chanel Johnnie

1. Program Highlights

Hoops for Life

We hosted the Hoops for Life program this month in partnership with LSCFN. It was a success with strong participation from both kids and adults. Feedback was very positive, and everyone enjoyed the sessions.

Father's Day Hike

We tried to organize a Father's Day hike, but there was no interest this year, likely due to the smoke in the community at the time.

2. Canada Day Planning and Event Recap

Much of our effort this month went into Canada Day preparations. Setup went smoothly, and the event itself was a big success with a great turnout and hot, sunny weather.

Breakfast and the BBQ were highlights of the day. Special thanks to Justin and Tara for helping with the breakfast and BBQ prep, and a huge shout-out to Jens, Annette, and Prince for their fantastic work cooking and helping throughout the entire day.

The celebration wrapped up with cake and a water balloon fight, which was really well received. Many participants also headed over to the pool afterward. While I don't manage the pool directly, I want to note that it was well-used and enjoyed by the community that day.

3. Facility and Maintenance Updates

Camera and Access Control System Issues

We continue to experience problems with our security camera system and our 24-hour access system. At this time, we cannot add any new fobs due to ongoing server issues. Spectrum Security and Total North are in communication trying to resolve the problem.

Elevator

The arena elevator has been repaired. We've been advised to use it regularly so it can break in properly, and we're encouraging users to do so.



Monthly Report to Council

Recreation Side Front Entrance

Repairs are planned for the front entrance of the recreation side. Measurements have been completed, and we are now waiting on parts, with an estimated timeline of about 10 weeks.

4. Acknowledgments

Thanks to all staff and volunteers who helped deliver a enjoyable Canada Day event. Your efforts really made the day special for the community.

Bi-Weekly Report: Arena Facility and Recreation Center
Prepared by: Jerson De Leon, AFO Manager
Date: July 17, 2025

1. Park Maintenance

- Repainting of the park has been successfully completed.
-

2. Recreation Center Updates

Water System Issue

- On **July 11, 2025**, the Recreation Center experienced a **water outage** due to a power issue with the **PCL control panel** that manages the water system.
- The issue was **resolved**, and normal water service has been **restored**.
- A **water sample** was sent for testing to **Whitehorse on July 16, 2025**.
- Test results have confirmed that the water is **safe for use and consumption**.
- **Note:** The **PCL panel needs to be reprogrammed** to prevent future issues.

Equipment and Repairs

- The **machine** previously sent to **Yukon Supply** is **still pending repair** due to **waiting on parts**.
 - The **hockey table** in the facility requires repair. Materials have already been **purchased**, and **George and I** will complete the repair.
 - The **faucet in the Recreation Center** also needs **fixing** and will be scheduled for repair.
-

Submitted by:
Jerson De Leon
AFO Manager



TO: MAYOR AND COUNCIL

FROM: CHANTAL PELLETIER, CAO

SUBJECT: CAO REPORT JULY 22, 2025

Important Dates/Event

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

Chantal is on vacation – August 2nd to 24th. Returning August 25th.

Regular Council Meetings

August 5, 2025

August 19, 2025

Project Updates

Carmacks Pool	Pool team updated the swim schedule to stay open later and to stay open on the days that are most busy as per attendance stats and community/councilor requests. Grand re-opening July 21 st .
Landfill composting program	Landfill compost site has been prepared. Electric fence is being put in by the PW team. Another public engagement will occur at the site in later August, and to hand out compost bins.
Scale Project	Tender closed and a tender review with the contractor will occur the week of July 21 st . If all goes well, work is to start in August.
Hooter Revival	The person who was going to take this over has not declined. Therefore, we have no organizer of this. We have posted on Facebook looking for someone else to take this over.

Property Tax – missed amounts	Annette worked with the YG Taxation Branch to send out letters requesting missed portion of \$50 on taxes that were missed from their system update. VOC will recoup this missing about, approximately \$1000
Landfill Title	YG has informed me that the title for the landfill is almost complete and should be expecting it soon.
Council Wall Map	Challenger Geomatics is almost complete with this new large wall map.
Soundproof container – council chambers	Will be installed July 24th
Curling Rock resurfacing	Chanel and George are working on getting quotes for resurfacing and shipping.
Viewing area Arena	George and Viren are building the table along the viewing area and to cover the concrete pegs on the floor
Leased spaces	Both municipal office and recreation centre have leases signed with YG starting September 1 st .
HAF public engagement	Jane and Mark are working on a public engagement for Development Incentive policy review
Pocket Park	Vandalized on the evening of July 15 th with spray paint. Jerson is working on cleaning it up as he just finished re-painting and making things nice over there.
Lagoon	YG project managers working with LSCFN on lagoon issues.
BST road work	Public notice has been posted for work to commence July 28th
Arena boilers	Budget Plumbing is still waiting for a new fan to arrive so that they can come install it and get the boilers back online
Arena humidity issues	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.
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Village of Carmacks
P.O. Box 113
Carmacks, YT Y0B 1C0

☒ Council Decision
☐ Council Direction
☐ Council Information
☐ Closed Meeting

RE: Acting CAO appointment to cover CAO's vacation

Background

The CAO will be taking vacation leave from August 4th to August 22nd, 2025. As this is a three week period of time an acting CAO needs to be appointed for the term in order to ensure effective operational management.

Recommendation

Chantal Pelletier, CAO recommends Annette Wylimczyk, Finance Officer to act during the period of August 4th to August 22nd, 2025

Current Status

Annual leave for CAO has been approved by Mayor Justin Lachance.

Draft Resolution

THAT Council moves to approve Annette Wylimczyk, Finance Officer as acting CAO for the period of August 4th to August 22nd, 2025 to cover the CAO's vacation leave.

Moved by: _____

Seconded by: _____

Approved date: _____

Prepared by
Chantal Pelletier
Chief Administrative Officer