Village of Carmacks Council

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

Agenda 25-17

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, September 2nd, 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 August 19th, 2025

Motion to Approve

4. **Delegation**

4.1. Balance Biogas – Jonathan Osborne

5. Correspondence

5.1. Carmacks DMAF update

6. Reports

- 6.1 Council Activity Reports
- 6.2 Mayor's Report
- 6.3 CAO Report
- 6.4. PWGM Report
- 6.5. Bylaw Report
- 6.6. Visitor Center Report
- 6.7. Finance Report
- 6.8. Association of Yukon Communities (AYC)
- 7. Bylaws

7.1. By-Law 320-25 - Appointment of Interim CAO

- 8. New and Unfinished Business
 - 8.1. Update on Weigh Scale project
 - 8.2. Canada Life Benefit cost sharing
- 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 August 19th, 2025, IN THE MUNICIPAL COUNCIL CHAMBERS

PRESENT: Mayor: J. Lachance

Councillors: D. Mitchell, T. Wheeler

Staff: Acting CAO A. Wylimczyk, P. Singh

Delegation: None.

1. CALL TO ORDER: Mayor J. Lachance called the meeting to order at 7:08 PM.

2. AGENDA: Council reviewed the agenda.

25-16-01 M/S Councillors T. Wheeler / D. Mitchell motioned that the agenda be accepted as presented.

CARRIED

3. MINUTES:

3.1 From the regular council meeting on August 05th, 2025

25-16-02 M/S Councillors T. Wheeler / D. Mitchell motioned that the minutes be accepted as presented.

CARRIED

4. DELEGATION

4.1 RCMP

Mayor and Council received the RCMP's July 2025 monthly report for review. Council went through the contents of the report during the meeting.

Unfortunately, the RCMP were unable to attend the meeting in person to provide their update directly.

4.2 PWGM- Proposal for Fleet Replacement

The Public Works General Manager presented a proposal regarding the replacement of the Village's existing 2016 Kubota R630C loader, which has been experiencing ongoing mechanical and maintenance issues.



Two quotes were received for a skid steer:

- Yukon Kubota: New Kubota SVL65-2 Compact Track Loader Net price after trade-in of the Village's Kubota R630C would be \$50,798.89 + GST, for a total of \$53,338.83.
- MacPherson/Bobcat of Whitehorse: New Bobcat T64 Compact Track Loader With a special Carmacks discount and trade-in value of the Kubota, the net cost to the Village would be \$31,500.00 (incl. taxes).

The PWGM noted that the Bobcat unit would be more versatile and compatible with existing attachments. It could also be used to assist with recycling center operations, loading materials, and reducing reliance on Public Works staff for moving equipment.

Council discussed the pros and cons of each option, including long-term maintenance, attachment compatibility, and budget considerations. It was confirmed that funds remain in the 2025 Fleet Replacement budget line (\$33,000 balance), with additional flexibility under the capital budget if needed.

25-16-03 M/S Councillors D. Hansen / T. Wheeler motioned to approve the purchase of a Bobcat T64 Compact Track Loader from MacPherson/Bobcat of Whitehorse at a net cost of \$31,500.00, to be funded from the Fleet Replacement capital budget.

CARRIED

5. CORRESPONDENCE

5.1 Boardwalk Audit Reconciliation

Council reviewed correspondence from CanNor regarding the Boardwalk Expansion Project funding reconciliation. The Village had received an advance of \$450,000 for the project. Following audit and reconciliation, certain expenditures were deemed ineligible under the funding agreement.

As a result, CanNor determined that the Village must return \$23,086.80.

Council discussed the situation, noting that the repayment was not due to missed timelines but rather to expenditures that were not eligible under the funding stream. The Finance Officer confirmed that the repayment would be processed and funds would be allocated appropriately.

25-16-04 M/S Councillors T. Wheeler / D. Mitchell motioned to approve repayment of \$23,086.80 to CanNor in accordance with the Boardwalk Expansion funding reconciliation.

CARRIED



5.2 Letter from Mr. Harris to Community Advisor A. Webster regarding Traffic Bylaw 307-24

Council reviewed correspondence from Mr. Stuart Harris addressed to the Community Advisor, Ms. Webster, and to Mayor and Council. In his letter, Mr. Harris raised concerns about the process followed during the readings of Traffic Management and Parking By-Law No. 307-24, noting that two readings were completed in one session and that this limited opportunities for public input.

Mr. Harris requested that Council reopen the matter for further community consultation and input.

Council discussed the request, noting that under the Municipal Act there is no requirement to wait 12 months to reconsider a by-law, however, under the Village's internal policy, reconsideration can only occur after a 12-month period. It was confirmed that the 12-month timeframe will lapse in September 2025, at which time Council may bring the by-law back for review.

Council directed that the by-law and confirmed dates of eligibility for reconsideration be brought back to a future agenda, and that public input opportunities be included at that time.

25-16-05 M/S Councillors D. Mitchell / T. Wheeler motioned to receive and file Mr. Harris's letter regarding Traffic By-Law No. 307-24 under active correspondence and action as appropriate.

CARRIED

5.3 AYC Canada Life Benefits Renewal September 1st, 2025

Council received notice of the upcoming renewal of the AYC / Canada Life employee benefits plan, effective September 1, 2025, which includes a 4.7% increase in premiums.

It was noted that, under the Village's bylaw, the cost of premiums is shared between the employer and employees. However, the bylaw does not specify the exact percentage breakdown. Currently, the cost is split 50/50, which places a relatively high financial burden on employees.

Council agreed to defer this matter to the next regular meeting agenda for further discussion and consideration of options regarding cost-sharing.



5.4 Federal government invests in flood resilience measures for the Village of Carmacks and LSCFN

Council acknowledged the federal government's recent announcement of a \$38.47 million investment through the Disaster Mitigation and Adaptation Fund (DMAF) to support permanent flood mitigation measures in Carmacks and the Little Salmon/Carmacks First Nation.

The project will raise and reinforce River Drive, construct structural dikes along the Yukon River, and improve wastewater treatment system resilience during flood events. These measures aim to protect vital infrastructure, including the recreation complex, municipal services building, health center, fire hall, police station, homes, and businesses.

On behalf of the Village of Carmacks, the Mayor expressed thanks to the Government of Canada for this significant investment. The mayor also noted the importance of engaging with Yukon Government and federal officials to clarify project details and ensure the community understands how the measures will be implemented. Council agreed this would be an appropriate subject for discussion at a future Joint Council meeting with LSCFN.

25-16-06 M/S Councillors D. Mitchell / T. Wheeler motioned to receive the announcement of the federal government's investment in flood resilience measures for the Village of Carmacks and LSCFN, and that this item be referred to a future Joint Council meeting for discussion.

CARRIED

6. REPORTS

6.1 Councillor Activity Reports

Councillor D. Mitchell mentioned that he attended Special council meeting regarding the housing incentive policy last week.

Councillor T. Wheeler Councillor Wheeler reported that several residents have expressed concerns regarding the afterschool and school-age recreation programming. The programming ended on August 1st, 2025 and is not scheduled to resume until September 8th, 2025, leaving a gap of over one month.

Community members questioned the length of this gap and noted that while recreation staff are employed, no programming is being offered during the month of August.

Councillor Wheeler brought this forward on behalf of residents for Council's awareness and discussion.



6.2 Mayor J. Lachance reported attending the pool closing event and awards ceremony for the swimming program. The event was well attended, with over 35 children and their parents participating. It was held on a warm, sunny day, with food provided and a positive community atmosphere.

The mayor extended thanks to pool staff — Noah, Matthias, and Brenda — for their hard work throughout the season in ensuring that local children had access to a safe and enjoyable swimming program.

The mayor also attended a special meeting during the reporting period.

6.3 CAO Report

The Acting CAO, Ms. Annette Wylimczyk, provided a report to Mayor and Council.

Important Dates:

• Regular Council Meetings: September 2, 2025.

Project Updates:

- Carmacks Pool: The pool closed on August 15 due to staff returning to school and university. Public Works will complete shutdown and winterizing, with assistance requested from LSCFN.
- Landfill Composting Program: A tent has been erected, and Public Works is installing an electric fence. Further public engagement will be held in late August, where compost bins will be distributed. Balance Biogas has been engaged for additional support.
- Scale Project: No new updates.
- Hooter Revival: No volunteer has stepped forward to lead the initiative.
- Property Tax: Ten undeveloped property owners remain in arrears as of August 14. Reminder letters have been sent.
- Curling Rock Resurfacing: Chanel and George are obtaining quotes for resurfacing and shipping.
- Leased Spaces: Both the municipal office and recreation centre leases with Yukon Government commence September 1, 2025. YG has been contacted to review agreements.
- HAF: A special meeting was held on August 14 to review policy.
- Lagoon: YG project managers continue to work with LSCFN regarding ongoing issues.
- Arena Boilers: Budget Plumbing is awaiting arrival of a new fan to complete boiler repairs and restore operations.



Discussion:

- Councillors raised concerns about ensuring the arena is ready to open by mid-September, subject to weather, and requested that administration continue to follow up with contractors.
- Council also discussed potential involvement of high school students in community projects, such as the Hooter initiative, as a way to provide volunteer opportunities and possible school credit.

6.4 AYC

Councillor Wheeler mentioned there is nothing to report from AYC.

7. BYLAWS

None.

8. NEW & UNFINISHED BUSINESS

8.1 Draft AYC Policy Position Council Feedback

Council reviewed the Association of Yukon Communities (AYC) draft policy positions for 2025–26, which cover the following areas:

- Affordable Housing & Lot Development
- Community Safety
- Municipal Financial Sustainability
- Municipal Infrastructure Investment
- Emergency Preparedness & Planning

Councillors agreed that the draft positions are generally strong, but requested that the Community Safety section be expanded to highlight the following additional concerns:

- Rural health services, including the lack of nurses and medical staffing in small communities.
- RCMP staffing shortages, particularly in rural detachments.
- Volunteer ambulance driver shortages and the broader strain on emergency response capacity.

It was agreed that these issues should be framed as integral components of community safety, alongside mental health and substance use services. Council noted that AYC requested feedback by August 30, 2025. To allow additional Councillors to provide comments, the item will be brought back at



the next Council meeting, with the option for Councillors to submit written feedback via the provided template.

8.2 Motion to adopt HAF Funding Policy

Council considered the Housing Development Grant Policy, developed with support from the Housing Accelerator Fund (HAF). The policy was previously discussed at a special meeting with representatives from HAF, Jane, and Mark, which included the third round of public input.

Updates since the last review included:

- Changing the grant stream name from "Standard" to "Minor Housing Development".
- Confirming eligibility of private wells and septic systems under the Servicing Grant, though power servicing costs were not included.
- Clarification of the lottery system for oversubscribed applications.
- Setting timelines for building permits, construction completion, and repayment conditions for the 85% / 15% staged grant disbursements.

The policy establishes two grant streams:

- Minor Housing Development Grants Base grant of up to \$40,000 per unit, plus bonus and servicing grants, to a maximum of \$210,000 for four units.
- Major Housing Development Grants Flexible incentive packages up to \$30,000 per unit (maximum \$270,000), negotiated with Council, including options such as property tax abatements, fee waivers, and pre-development cost assistance.

The program is funded through the Housing Accelerator Fund and is effective immediately upon Council approval.

25-16-07 M/S Councillors T. Wheeler / D. Mitchell motioned to adopt the Village of Carmacks Housing Development Grant Policy as presented and updated.

CARRIED

9. **QUESTION PERIOD**

None.

10. IN-CAMERA

Motion to move into Closed Meeting in accordance with the Yukon Municipal Act, Section 213 (3) (a) if in the case of a council, the council decides during the meeting to meet as a council committee to discuss a matter.



25-16-08 M/S Councillor T. Wheeler / D. Hansen motioned to go in-camera at 07:34PM.

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

25-16-09 M/S Councillor T. Wheeler / D. Mitchell motioned to go out of in-camera at 08:05 PM.

11. ADJOURNMENT

25-16-10 M/S Councillor T. Wheeler motioned to adjourn the meeting at 08:05PM.

Mayor J. Lachance adjourned the meeting at 08:05 PM.

Mayor J. Lachance

CAO Annette Wylimczyk (Acting)



RE: Carmacks DMAF Project Update

From David.Eastland < David.Eastland@yukon.ca>

Date Wed 2025-08-27 4:19 PM

- To CAO Village of Carmacks <cao@carmacks.ca>; Village of Carmacks Finance <finance@carmacks.ca>; kelly.skookum <kelly.skookum@lscfn.ca>
- Cc jeremy.lheureux <jeremy.lheureux@lscfn.ca>; Micheal.Ukrainetz <Micheal.Ukrainetz@yukon.ca>; Arbor.Webster <Arbor.Webster@yukon.ca>

1 attachment (17 MB)

RE: Update - DMAF(HICC) for Flood Mitigation in Carmacks(\$38+million);

Hello Annette and Kelly,

I hope this email finds you both well. In light of Chantal's departure as CAO for the village and the recent request for quotes for a media announcement, please receive this email as an update regarding the \$38 million funding through DMAF that was awarded to Carmacks for flood and disaster mitigation infrastructure. I also included the previous email update from us to the stakeholder group from back in mid April with a lot of project background as well for reference. Apologies for the long email however there is a lot of information regarding DMAF and I didn't want to miss anything relevant.

Unfortunately, since April we have had little progress due to one major factor/delay and that is receiving the updated Schedule G document from Stantec. This forms the conceptual design and scope for the entire project and informs all the next steps going forward. We continued progress as much as we could with regulatory(Ausenco) to develop the regulatory roadmap for this project but have stalled now without the information coming from the updated Schedule G. See below the high-level breakdown of our current ongoing progress and next steps.

Currently on going:

- Stantec Schedule G, <u>High Priority</u> We have not received the draft yet for review and comments(anticipated in the next 2 weeks). Stantec to also assist with other funding requirements as well like the GHG(Greenhouse Gas Assessment). Once Sch G is complete, Stantec has a presentation built into their contract for VOC/LSCFN(TBD)
- Regulatory Ausenco has been retained to buildout the Regulatory Roadmap for the
 project(YESAA, DFO, Water License, Permits). Currently stalled waiting for key information from
 the Sch G. Once complete, Ausenco has a presentation built into their contract for
 VOC/LSCFN(TBD)
- Funding Announcement This must follow the DMAF communications protocol from Canada. An initial announcement was started, and we reached out for quote from VOC and LSCFN to then get federal approval to publish. YG recognizes that the time provided may not have been adequate for VOC, LSCFN and their respective councils to discuss or key members may have been on vacation. Because of territorial elections approaching there was not a lot of time left to get an announcement out prior(Oct). this was the drive behind the timeline. YG will put this announcement on hold until we can receive quotes from both VOC and LSCFN. *Keeping in mind that this announcement is not intended to include any project details and is just an announcement about Carmacks receiving the 38 million for flood mitigation infrastructure. YG would like to work

with the VOC/LSCFN to develop a communications strategy going forward that works for all parties and the fund requirement.

- Ultimate Recipient Agreements(VOC,LSCFN,HPW) This has started but also needs the
 information from the Sch G. Likely starting as an MOU until we can get into design and more
 project details and then we would do a Service Agreement. Required for funding
- Regular meetings with Canada as OC (Oversite Committee) Members(Mike and I) have been setup.
- 1st \$ claim recovery to Canada complete and approved for Stantec's assistance getting the fund CA(Contribution Agreement) signed and updating the original application project information on the CA based on new flood data.

Next steps:

- Multiple Presentations to VOC/LSCFN (Stantec Sch G, Ausenco Regulatory, and YG)
- Finalize Regulatory Roadmap and start applications, field surveys and any other requirements, assessments, or processes. Ausenco has 1 week of field work currently scheduled for end of September(dependent on Sch G).
- Signed Ultimate Recipient Agreements(MOU)
- Tender for Design

The initial funding announcement has been delayed. We are going to strive to get an announcement out by September 18th to 22nd in hopes that we can receive a quote from you latest by **September** 15th/16th(Chief and Mayor potentially back). We are still dealing with a tight timeline for this due to elections. Once called we cannot do announcements. However, we will delay to the new year if we cannot capture quotes from both VOC and LSCFN. If you prefer not to add a quote, please inform us and we will proceed without. Additionally, YG - Communications has offered to help facilitate with these quotes any way they can. Following this email, let us know if you have interest in a follow up meeting to try and meet the 15th/16th deadline.

We look forward to getting the completed and updated Schedule G document and progressing into more presentations, meetings and project details with the VOC and LSCFN. Due to the delays with this document and the cascading effect it has on progress, YG felt we where not at a point were presentations were going to be fruitful. However, if VOC or LSCFN ever wants any updates we can definitely facilitate whether we have milestone progress or not. This project is going to require strategic communications and coordination between stakeholders until we reach construction. Depending on timing, joint council meetings would be ideal to facilitate these next project presentations from Stantec and Ausenco. If VOC or LSCFN wants to have any additional involvement in anything outlined in this email or in future(e.g. Ausenco's field work in late September) please let us know and we will accommodate.

Thank You,



David Eastland

Project Manager

Community Services | Infrastructure Development Branch

T: 867-471-0353 | C: 867-332-9490 | Yukon.ca



TO: MAYOR AND COUNCIL

FROM: ANNETTE WYLIMCZYK, ACTING CAO

SUBJECT: CAO REPORT SEPTEMBER 2ND, 2025

Important Dates/Event

Regular Council Meetings

September 16, 2025 October 7, 2025

Project Updates

1 Toject opuates	
Landfill composting program	Balance Biogas has been contacted to set
	date for compost bins handout and
	public engagement session.
Scale Project	Castlerock has been awarded the
	contract and ordered the scale.
	Completion is set for October 30 th . Next
	site visit is September 4 th . Village is
	responsible for coordinating the software
	install and training.
Curling Rock resurfacing	Chanel ordered red and blue paint for ice
	resurfacing.
Leased spaces	YG departments moved in on August 28,
	2025. The lessors require a few changes
	to the interior of the offices which were
	completed on August 29 th .
Lagoon	YG project managers working with LSCFN
	on lagoon issues.
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



Village of Carmacks Public Works General Manager Report

Date: August 27 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.
- New equipment: 2015 Kubota R630 was traded in for a new bobcat skid steer.



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 still doing road repairs aimed at enhancing local infrastructure and safety.

Additional Information

Sincerely,
 Jens Wylimczyk
 Public Works General Manager



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



MUNICIPAL BYLAW ENFORCEMENT

Bylaw Constable's Report Monthly Report

August 2025

Summary of Activities

Occurrences	Augus	t Year to Date 2025	Details
Dogs at Large	2	24	Dogs Caught on Highway.
Aggressive Dog Complaints	2	6	Received two aggressive dog complaints on LCSFN settlement land.
Traffic Violations (Unsecured Loads)	3	33	Traffic Stop initiated on twos vehicles with inadequately secured loads One Parking Complaint relayed by RCMP
Assist RCMP	0	4	No calls to Assist RCMP
Public Encounters	5	48	Assisted Motorists and Tourists with directions and advised on current road conditions

Telephone: (867) 385-1519 Email: <u>bylaw@carmacks.ca</u>

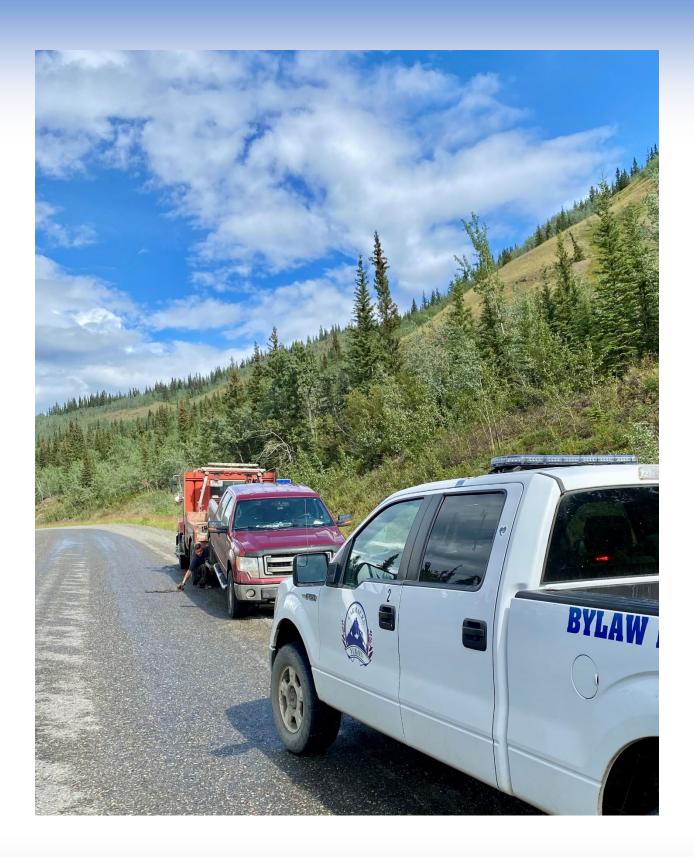
Occurrences	Year to Date 2025	Details

Open Space Infractions 0 12 No open space infractions this month.

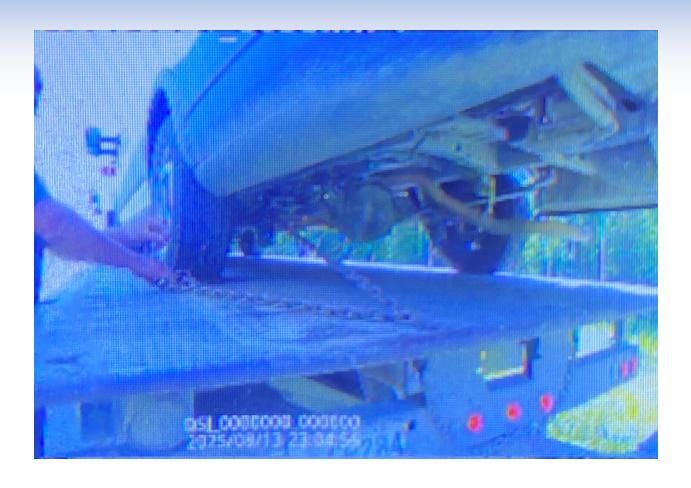
Highlights

Conducted two separate traffic stops for inadequately secured loads contrary to the Village of Carmacks Traffic Bylaw No. 307-24. Both vehicles were travelling through Carmacks with loose/insufficient tie-downs posing a risk of Public Safety. I provided education on load securement standards and supervised re-securing of the loads.

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



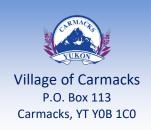
Telephone: (867) 385-1519 Email: <u>bylaw@carmacks.ca</u>



Any questions please email me at;

bylaw@carmacks.ca

Telephone: (867) 385-1519 Email: <u>bylaw@carmacks.ca</u>



Visitors Information Centre

Monthly Report – July 2025

Prepared by: Jeremy Byers VIC Coordinator

Date: Aug 28, 2025

1. Visitor Statistics

• Total Visitors: 187

- Visitor numbers were steady throughout the month with the majority arriving during weekends and early afternoons.
- The majority of visitors were tourists passing through Carmacks en route to Dawson City, Whitehorse, or fishing/hunting areas.

2. Visitor Inquiries & Interests

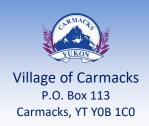
Common areas of interest included:

- Directions and maps of Carmacks and surrounding communities
- Information on local accommodations, campgrounds, and fuel services
- Recreational activities such as hiking, fishing, canoeing, and wildlife viewing
- Northern Tutchone cultural history and local heritage sites
- Road conditions and weather-related travel safety

3. Merchandise Sales

• Most popular items included postcards, maps, and locally made crafts.

Telephone: (867) 863-6271 Email: <u>info@carmacks.ca</u>



4. Visitor Feedback

- Visitors commented positively on the friendliness and helpfulness of staff.
- Some noted difficulty in locating the Visitor Information Centre due to signage visibility.
- A few suggestions were made to expand local attraction brochures and community event listings.

5. Recommendations

- 1. Improve roadside and directional signage to increase visibility and ease of access to the Centre.
- 2. Continue to promote Carmacks' unique cultural and natural attractions to encourage longer stays.
- 3. Explore opportunities to increase locally made product sales to support local artisans and provide visitors with unique souvenirs.

6. Summary

The Visitor Information Centre welcomed 187 visitors this month, providing valuable information and services to travelers. While visitation numbers are modest, the Centre continues to play a key role in promoting Carmacks as a welcoming and culturally significant stop for tourists in the Yukon.

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



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

Finance Department Report – August 2025

Expenditure Summary: The Expenditure Summary report for August is attached for your review. The bank reconciliations have not been completed yet due to early submission of report.

Income Statement: The Income Statement for the period from January 1 to August 31, 2025, is attached for your review and consideration.

Outstanding Property Payments:

Letters have been issued to 10 property owners regarding late payments on undeveloped properties. Staff will continue to monitor and follow up as necessary.

Canada Summer Jobs Funding:

The Village received advance funding under the Canada Summer Jobs Initiative. Following the completion of the program and submission of the final report, a repayment of \$592.00 was issued due to students completing their employment earlier than originally scheduled.

Payroll System Upgrade:

The Village is in the process of implementing a new payroll punch system to improve efficiency and accuracy. The first test run of the system is scheduled for September 1st to 13th, 2025. Staff are hopeful that employees will adapt to the new system more quickly than the previous one.

Should you require any further details or clarification on any of the items outlined in this report, please do not hesitate to reach out.

Annette Wylimczyk Finance Officer

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

Village of Carmacks			
Income Statement 2025-0	1-01 to 202	5-08-31	
REVENUE			
Payanua			
Revenue	450 540 40		
Tax Revenue - General	450,542.40		
Tax Revenue - Penalties	106.80		
Tax Revenue - Interest	31.53		
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		678,322.45	
Interest Income	37,782.92		
Administration revenue other	9,437.05		
Recreation Revenue	23,530.21		
Concession Revenue	2,305.60		
Arena Revenue	3,215.64		
Public Works Revenue	17,267.71		
Recycling Revenue	29,041.75		
Landfill Revenue	31,827.77		
Sewer Revenue	35,941.44		
Business Licence Fees	3,130.55		
Permit Fees	725.00		
Visitor Centre Revenue	278.40		
Building rentals	109,905.38		
Fire Protection Agreement	31,687.38		
Carbon Tax Rebate	33,837.15		
Total Other Revenues		369,913.95	
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	29,391.00		
Funding - YTG	210,655.55		
Funding - Other	20,163.61		
Community Training Trust Fund	3,000.00		
Total Funding	,	263,210.16	
Comprehensive Grant - Unconditional	1,944,125.00	,	
Total - Comprehensive Grants	, , , , , ,	1,944,125.00	
Total Revenue		4,724,453.68	
		.,. = 1, 100.00	

TOTAL DEVENUE	4 724 452 69	
TOTAL REVENUE	4,724,453.68	
EXPENSE	+	
EXPENSE		
Expenses		
Indemnities	57 073 36	
Salaries Managers	57,973.36 22,516.18	
Salaries Warlayers Salaries Full Time	713,860.52	
Salaries Part time	50,875.04	
Salaries Student	25,215.48	
WCB	24,386.90	
Travel		
Per Diem	23,868.28 8,647.50	
Overtime		
-	1,518.71 3,068.75	
Standby Pay Yearly Travel Bonus	16,500.00	
RSP Employer Portion	7,569.42	
Group Ins. Employer Portion	13,775.70	
CPP Employer Portion	47,286.34	
El Employer Portion Contract labour & Equipment	18,930.51	
	341,412.15	
Janitorial expense	31,578.33	
Office Supplies	30,145.82	
Supplies	29,994.34	
Training	17,259.97	
Memberships Sorvice hank and late charges	21,403.94	
Service, bank, and late charges	4,016.55	
Advertising Telephone/Internet/Cell	9,612.50	
Telephone/Internet/Cell	41,663.49	
Heating Fuel	129,467.15	
Electricity Density and Maintenance	157,618.66	
Repairs and Maintenance	59,010.79	
Testing	22,974.49	
Security	20,031.61	
Insurance Professional Face	9,375.00	
Professional Fees	124,722.48	
Vehicle Expenses	18,545.43	
Vehicle Fuel	20,943.50	
Community Investment Grant	11,791.56	
Licences, Dues and Fees	1,379.58	
Meeting Expenses	2,114.74	
Capital	100,879.41	
Street Lights	14,677.50	
Street Signs	2,574.73	

Road Maintenance	6,504.16	
Small Tools & Equipment	1,750.18	
Animal Control	502.12	
Recycling Refund	18,044.30	
Landfill Maintenance	41,757.12	
Cemetary Maintenance	306.97	
Parks Maintenance	2,329.65	
Trails Maintenance	1,359.01	
Rec Board Grants	3,302.55	
Funded Events	16,473.77	
Events	20,179.98	
Special Events & Projects	4,475.00	
Concession	1,823.76	
Freight	4,631.24	
Total General & Admin. Expenses	2,382,626.22	
TOTAL EXPENSE	2,382,626.22	
NET INCOME	2,341,827.46	
Generated On: 2025-08-26		





Village of Carmacks BY-LAW #320-25

A by-law to establish the position of Chief Adminis	strative Officer and to make provi	sion for
appointments.		

Whereas pursuant to section 183 of the Municipal Act, Chapter 154, RSY 2002, the council of the Village of Carmacks must establish by bylaw the position of Chief Administrative Officer and must appoint a person or persons to that position; and

Whereas the council of the municipality deems it proper and expedient to appoint an interim chief administrative officer.

Now Therefore, the Council of the Village of Carmacks, in open meeting assembled, hereby **ENACTS AS FOLLOWS:**

- 1. This bylaw may be cited as the 'Chief Administrative Officer Bylaw'.
- 2. The position of Chief Administrative Officer of the Village of Carmacks is hereby established.
- 3. The Chief Administrative Officer shall be appointed by bylaw and shall hold the office at the pleasure of the council.
- 4. The Council of the Village of Carmacks appoints Parminder Singh as the Interim Chief Administrative Officer for the Village of Carmacks.
- 5. This appointment is effective on passing this Bylaw.

BY-LAW #315-25 shall be repealed on passing of this Bylaw.

Read for the first time this 2nd Day of September 2025.

Read for the second time this 2nd Day of September 2025.

Read for the third and final time this 16th Day of September 2025.

Annette Wylimczyk (Acting)
Chief Administrative Officer



TRUCK WEIGH SCALE SUPPLY & INSTALL SOLID WASTE FACILITY, CARMACKS, YT ISSUED FOR TENDER MAY 2025

CIVIL PLANS SHEET

EXISTING CONDITIONS - C100

SITE PLAN - C101

GRADING PLAN - C102

SWEEP ANALYSIS - C103

ABUTMENT DETAILS - C104

PROFILE & CROSS SECTIONS - C105

STRUCTURAL PLANS

SCALE HOUSE ELEVATION LAYOUT - \$100

SCALE HOUSE ELEVATION LAYOUT 2 - S101

SCALE HOUSE ELEVATION DETAILS - \$102

SCALE HOUSE SKID FRAME DETAILS - \$103

ELECTRICAL PLANS

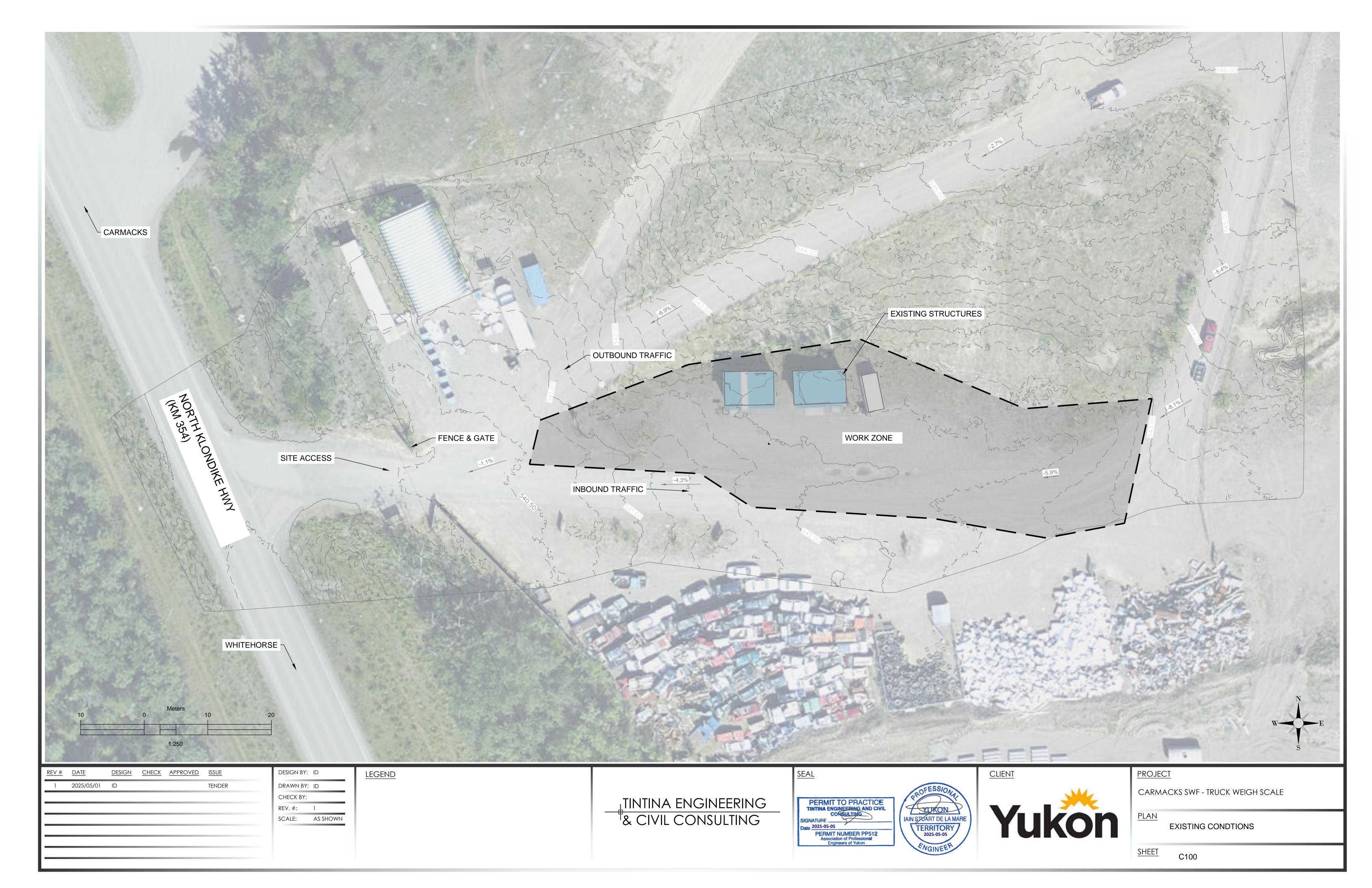
ELECTRICAL SPECIFICATIONS - E1

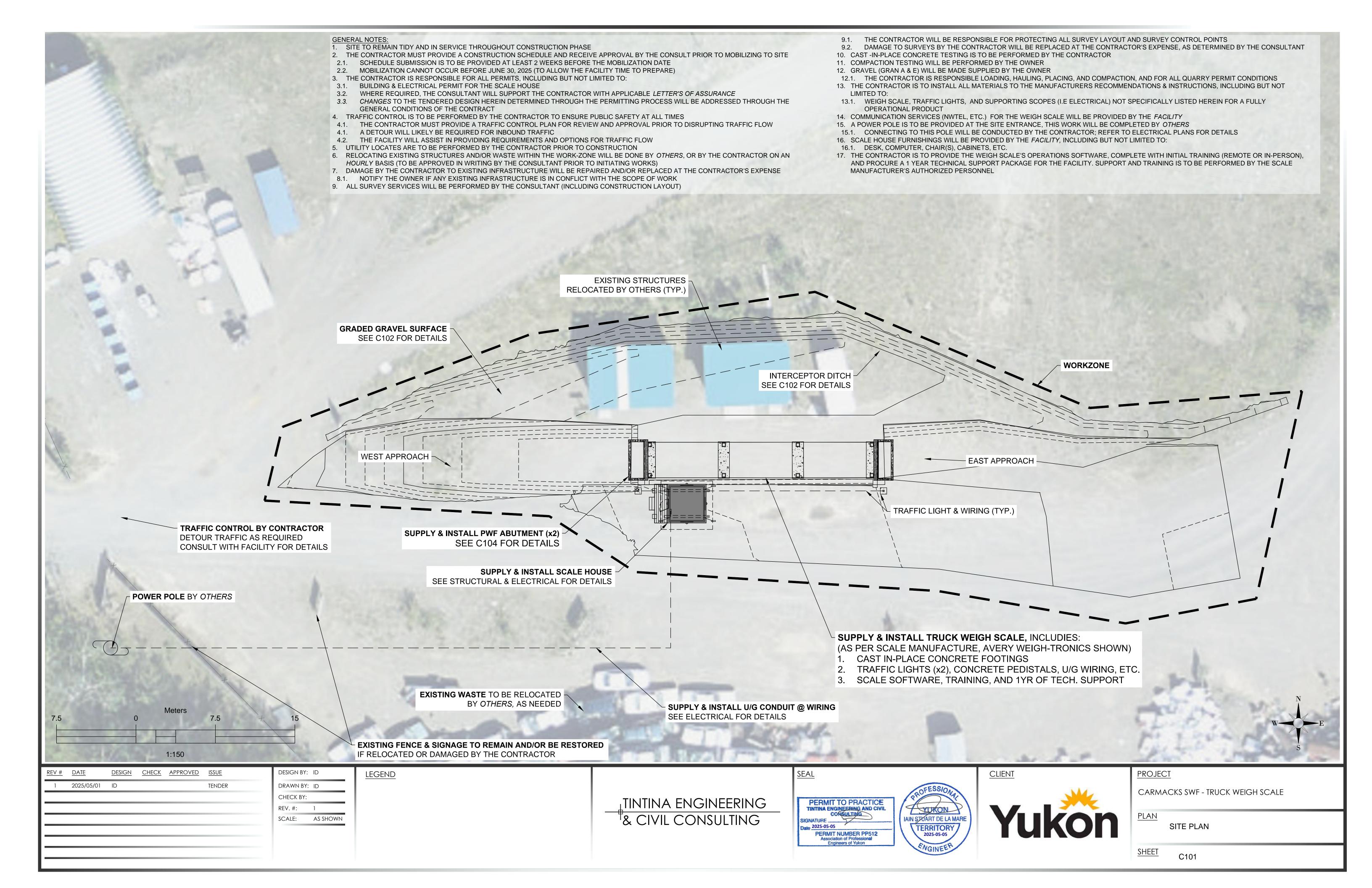
ELECTRICAL PLANS & DETAILS - E2

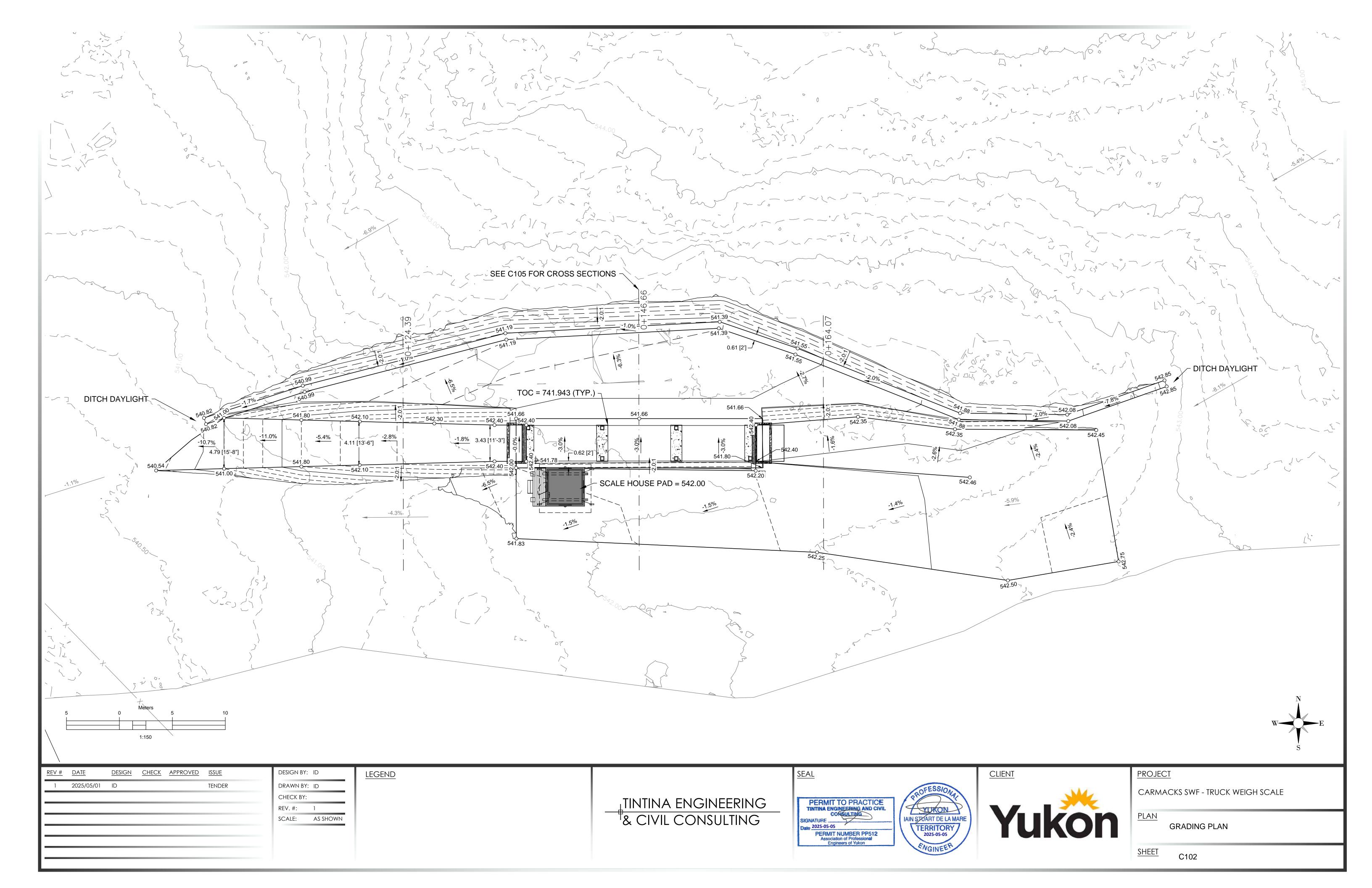


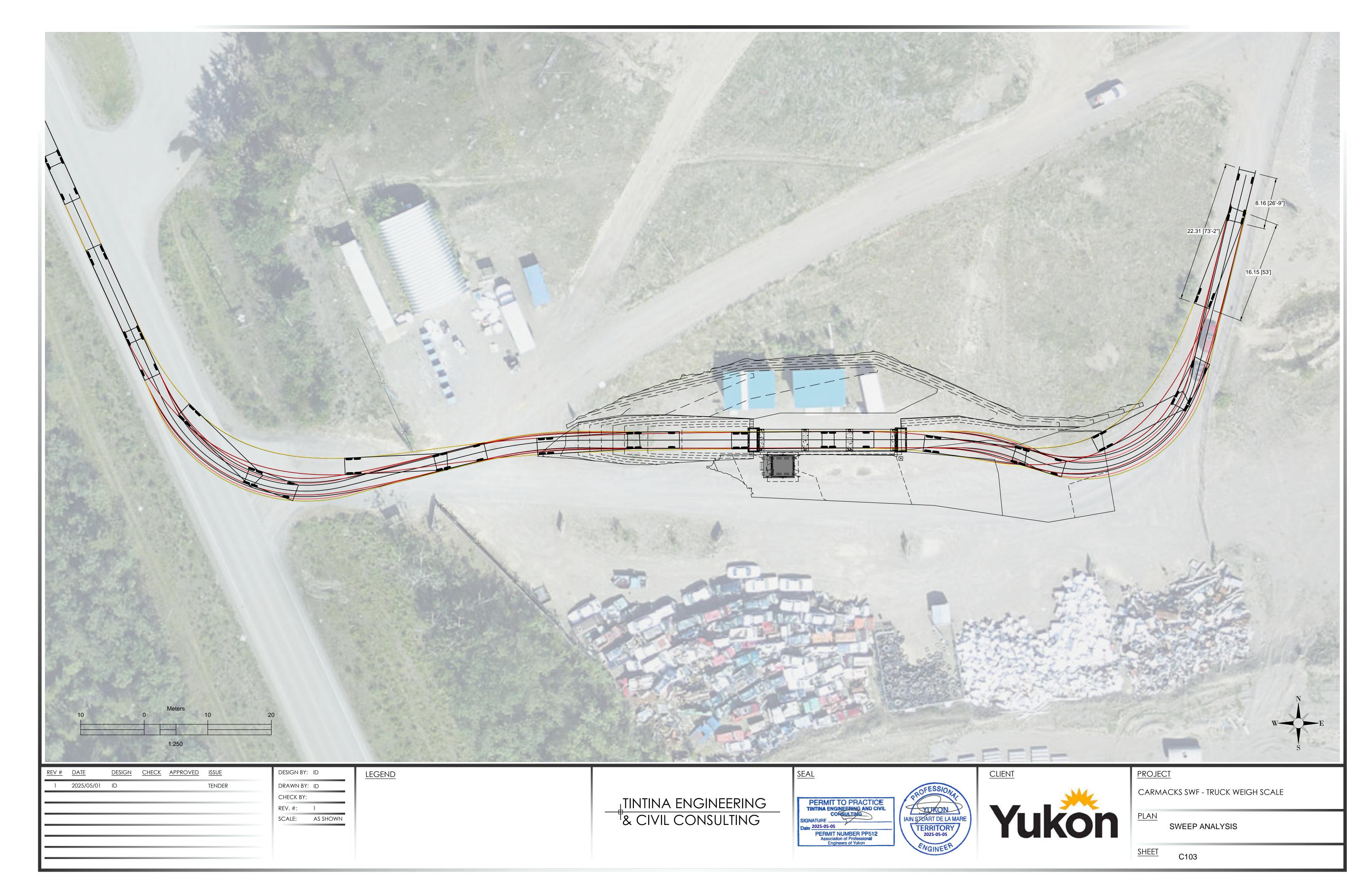
TINTINA ENGINEERING

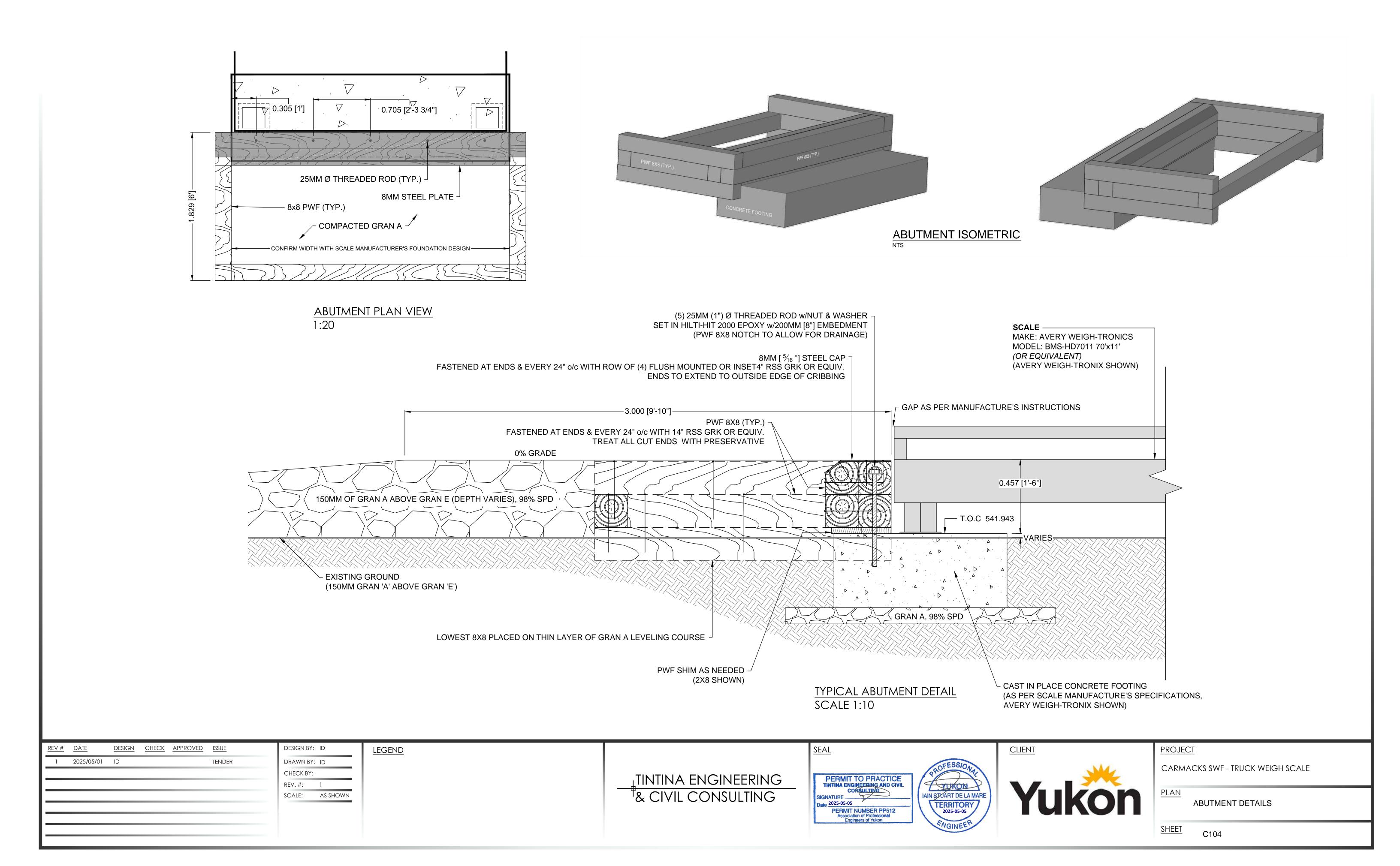
CIVIL CONSULTING

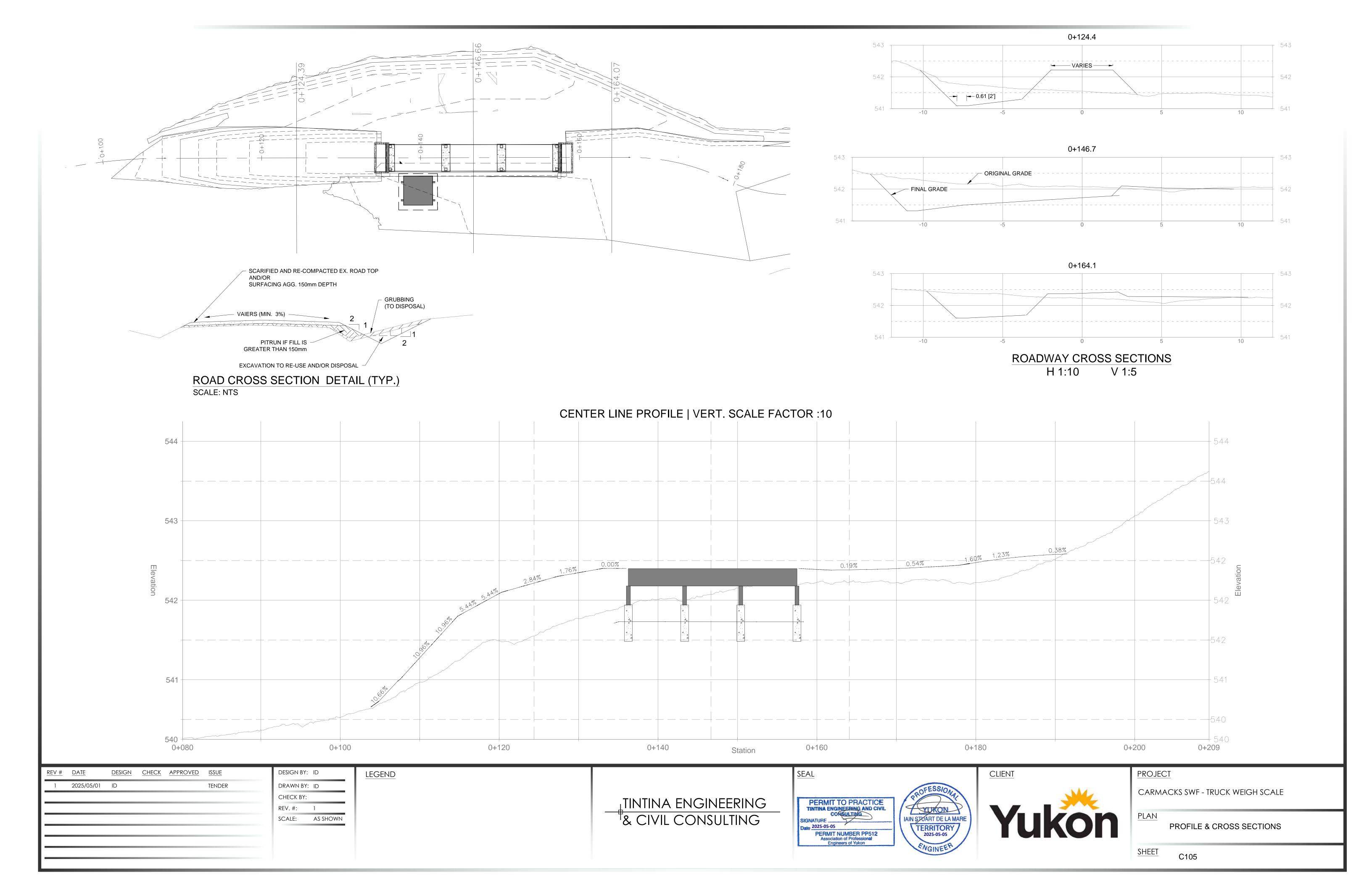


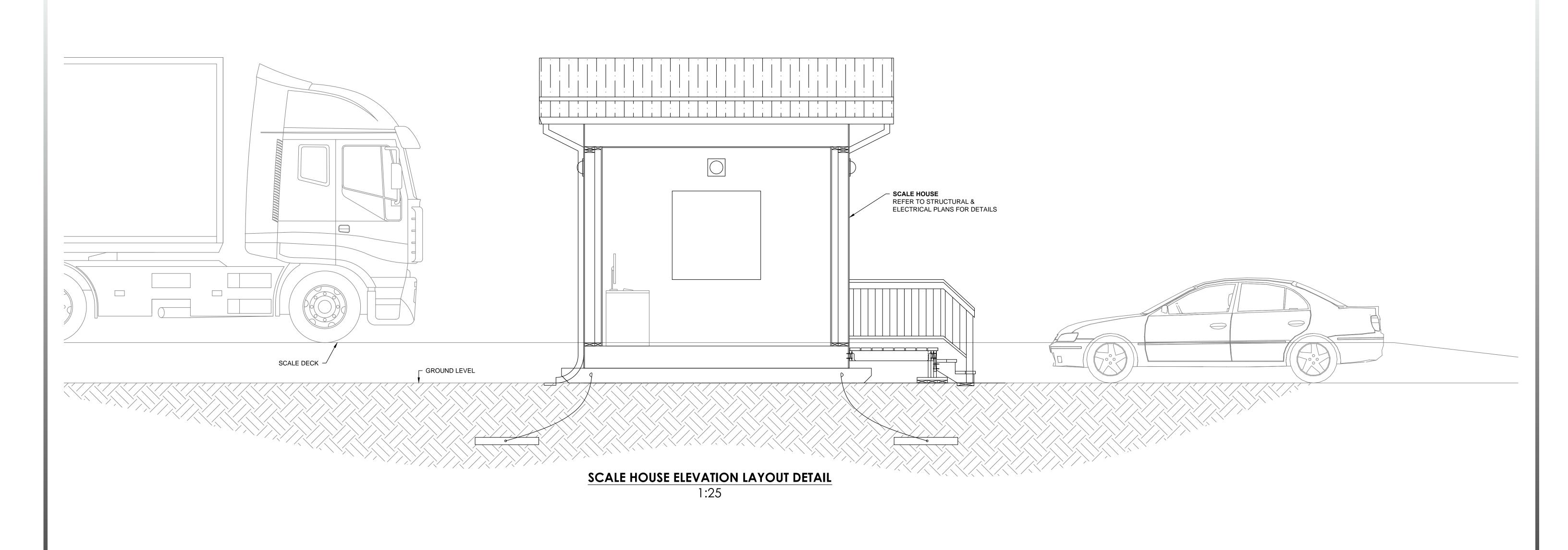








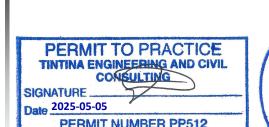




DESIGN CHECK APPROVED ISSUE 2025/05/01 ID

DESIGN BY: ID DRAWN BY: ID CHECK BY: SCALE: AS SHOWN

<u>LEGEND</u>





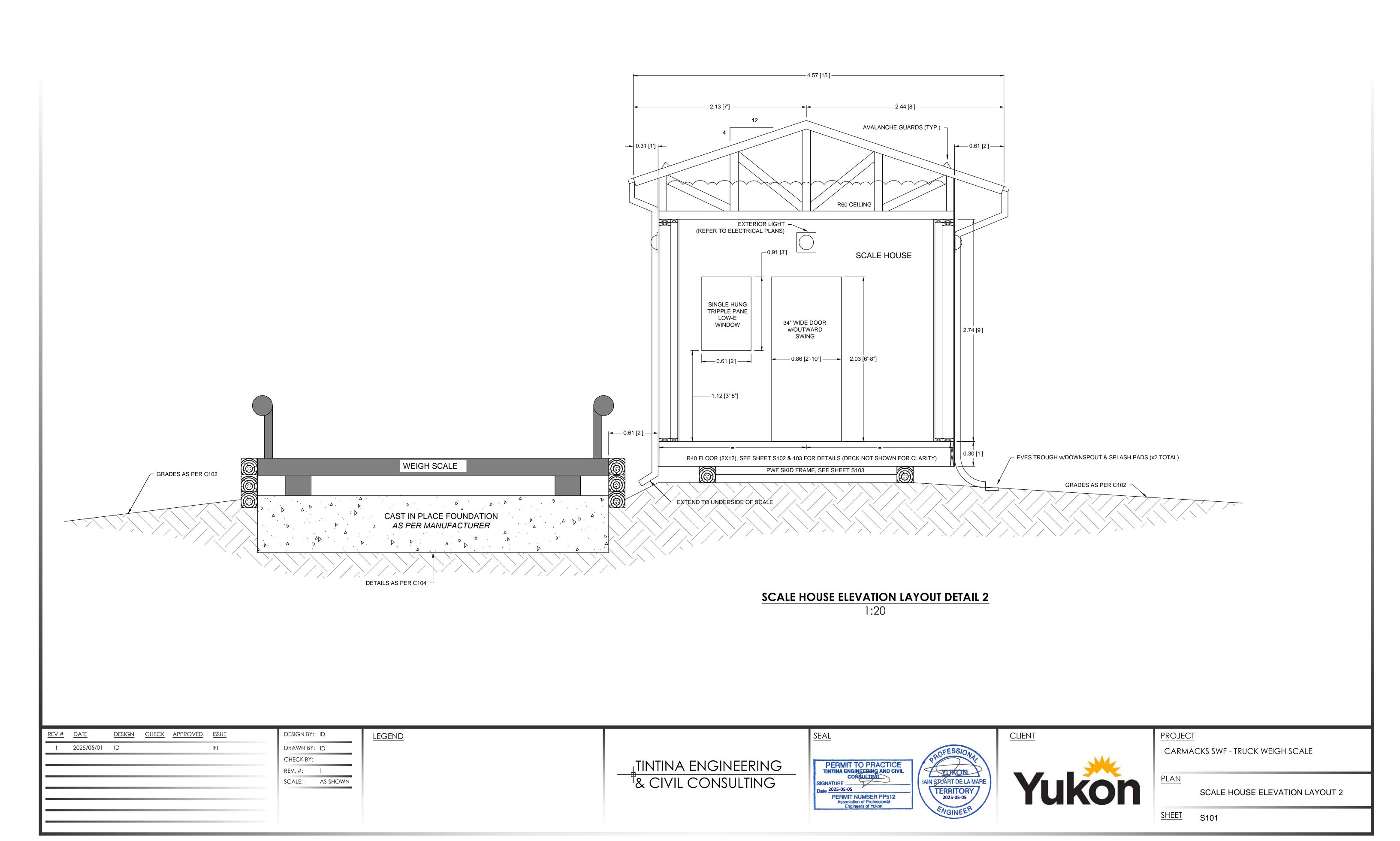
<u>CLIENT</u>

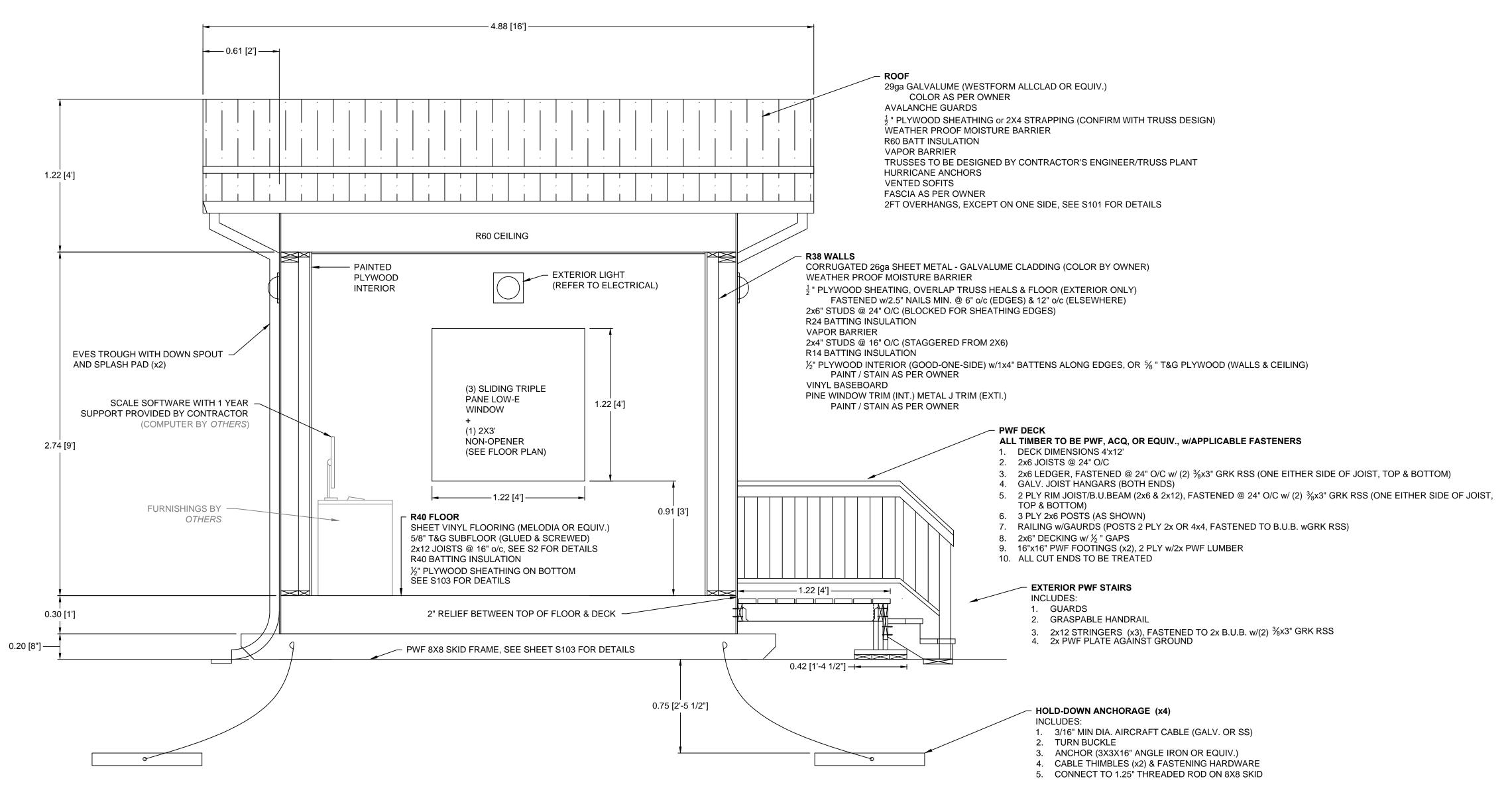
<u>PROJECT</u> CARMACKS SWF - TRUCK WEIGH SCALE

<u>PLAN</u>

SCALE HOUSE ELEVATION LAYOUT

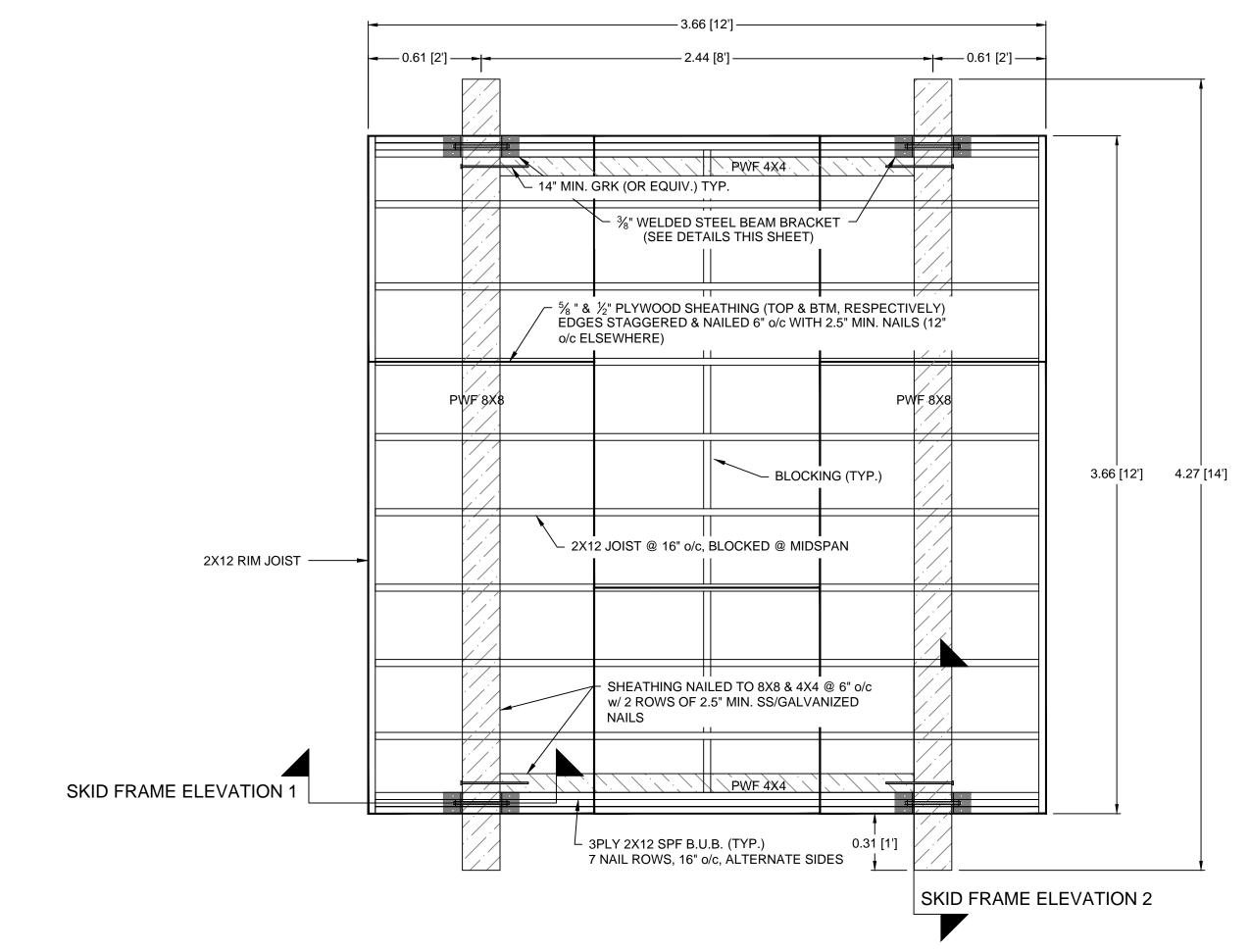
SHEET S100



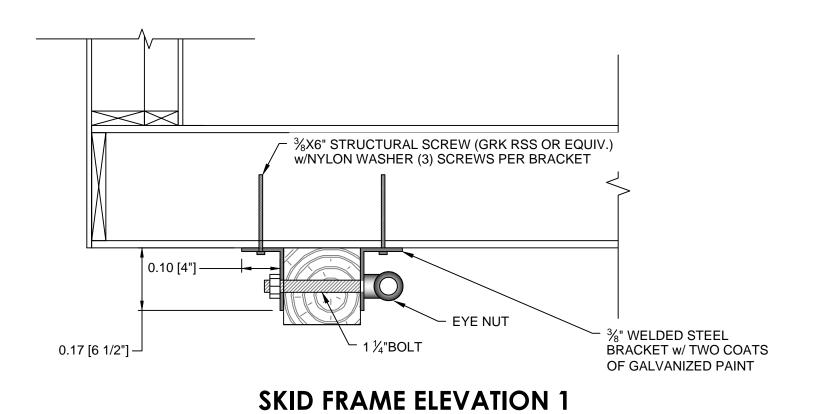


ELEVATION DETAIL 2 1:20

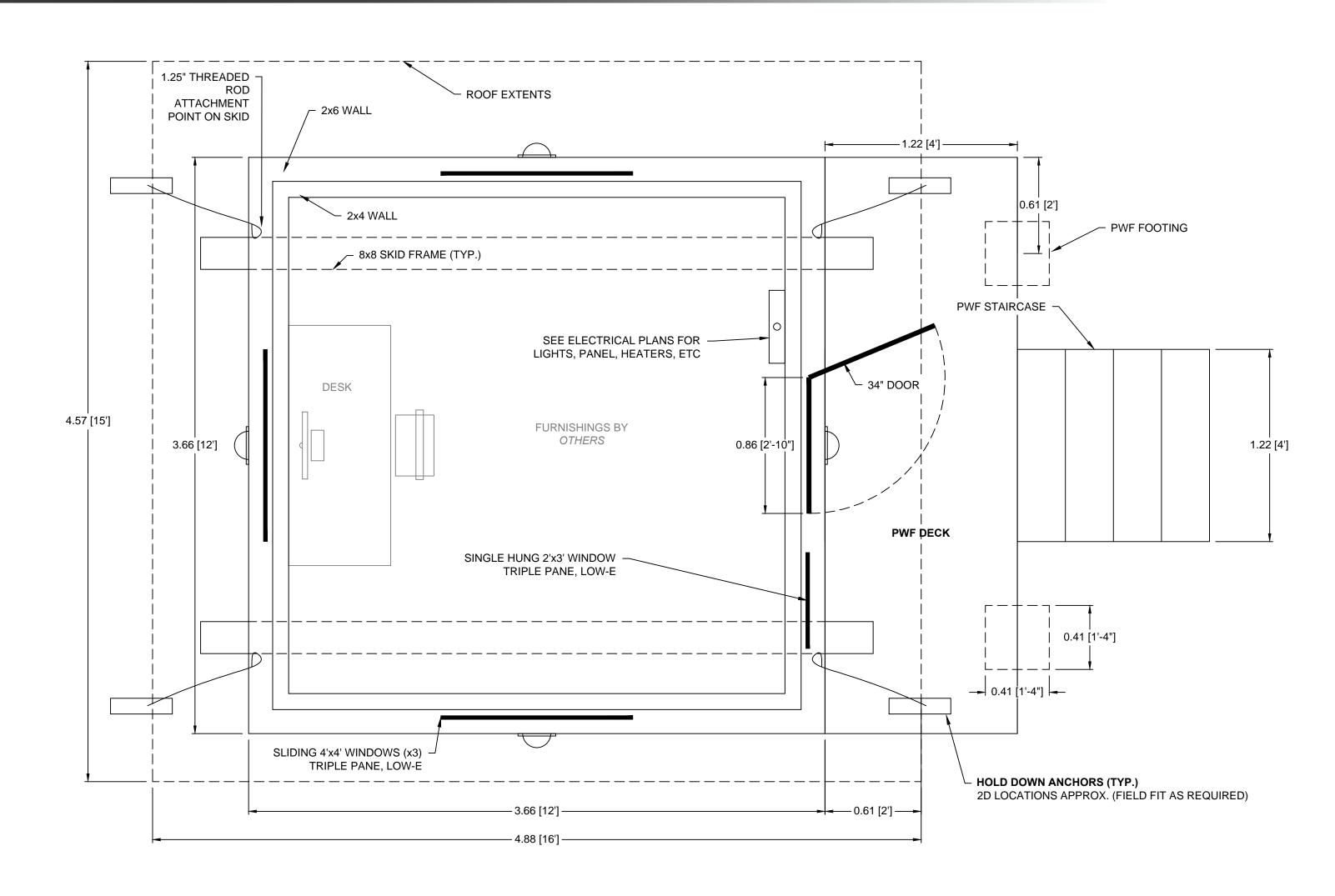




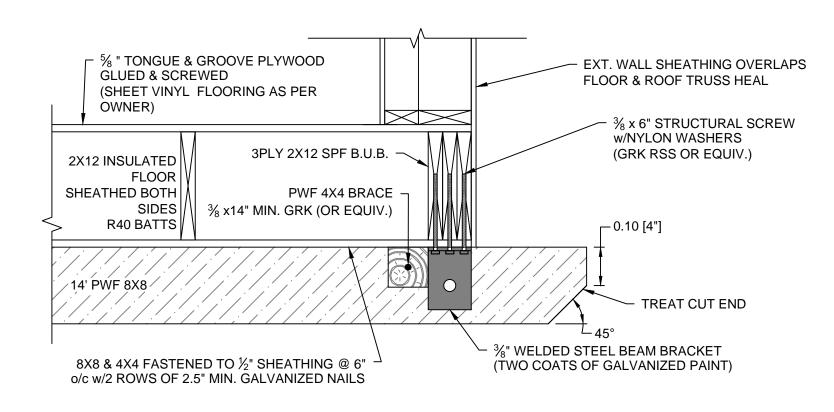




LEGEND



FLOOR PLAN DETAIL



SKID FRAME ELEVATION 2 1:10

REV # DATE DESIGN CHECK APPROVED ISSUE

1 2025/05/01 ID IFT

DRAWN BY: ID

CHECK BY:

REV. #: 1

SCALE: AS SHOWN





PROJECT

CARMACKS SWF - TRUCK WEIGH SCALE

<u>PLAN</u>

SCALE HOUSE SKID FRAME DETAILS

SHEET S103

GENERAL SPECIFICATIONS

1. GENERAL PROJECT REQUIREMENTS

.1 The general requirements, instructions to Contractors, this specification, and any addenda here to form part of the contract documents and shall be read in conjunction with them. Work shall include the furnishing of all labour and materials unless specifically noted otherwise to complete and put into operating condition all electrical systems as indicated on the drawings and specified herein.

2. STANDARDS OF MATERIAL AND WORKMANSHIP

- .1 All materials shall be new, of the quality specified and shall conform to the standards of the Canadian Standards Association. Where equipment or materials are specified by technical description only, they shall be of the best commercial quality obtainable for the purpose.
- .2 All work shall be executed in a neat and workmanlike manner by qualified tradespersons. The Contractor shall keep a competent foreman and necessary assistants, all satisfactory to the Consultant, on the job during the progress of the

3. CODES, PERMITS AND INSPECTIONS

- .1 Comply with all laws, ordinances, rules, regulations and codes of all authorities having jurisdiction relative to this project.
- .2 Complete installations is to comply with the Canadian Electrical Code, National Building Code of Canada, including the latest amendments and local municipal codes and related CSA electrical bulletins.
- .3 Submit to the electrical inspection authority having jurisdiction the necessary number of drawings and specifications for review and approval prior to commencement of the project.
- .4 Pay all associated fees and obtain all permits, licenses etc. to complete the
- .5 Obtain a certificate of acceptance from the inspection authority having jurisdiction upon completion of the project and include in the O&M manual.

4. DRAWINGS AND SPECIFICATIONS

- .1 The drawings and specifications are complementary each to the other and what is called for by one shall be binding as if called for by both.
- .2 Should any discrepancy appear between the drawings and specifications which leaves the Electrical Contractor in doubt as to the true intent and meaning of the plans and specifications, a ruling shall be obtained from the Consultant in writing before submitting tender. If this is not done, it will be assumed that the more expensive alternate will be required.

5. EXAMINATION OF THE SITE

- .1 Before submitting tender documents, a site visit is strongly encouraged to become familiar with all conditions likely to affect the cost of the work.
- .2 Prior to submitting his tender, the Contractor is encouraged to carefully examine the site and ascertain all conditions that shall affect his contract. No extras will be allowed for work resulting from conditions that would have been evident upon a thorough examination of site.
- .3 Questions or apparent conflicts need to be submitted by the Contractor for clarification by the Consultant prior to submittal of tender. In cases where clarification is not submitted to the Consultant the more expensive solution shall be considered correct. Any questions on the tender documents must be submitted minimum 3 working days before the tender closing date. No questions will be answered after the question answer period closes.

6. SHOP DRAWINGS

- .1 The Contractor shall submit shop drawings to the Consultant for review of electrical components for all systems.
- .2 All drawings shall be submitted in PDF format.
- .3 The Consultant's review of shop drawings shall be for general design only and shall not relieve the Contractor or Suppliers from their responsibility for errors, proper fitting, and construction of the work and furnishing of materials. The review shall not be construed as approving departures from the contract document requirements if such departures are not specifically noted in a covering letter accompanying such drawings. Contractor shall be responsible for verifying all dimensions.
- .4 Shop drawings to indicate all information required to discern whether the equipment meets the requirements of this specification and the drawings. Wiring diagrams, schematics, risers and relevant details, where required, shall be unique to the project and not generic in form. Manufacturer's sales literature will not be acceptable.

7. UNIFORMITY OF EQUIPMENT

- .1 Unless otherwise specifically called for in the specifications, uniformity of
- manufacture shall be maintained for any particular item throughout the building. .2 Where the project encompasses renovations or additions to an existing building the manufacturer shall match the existing unless noted otherwise. All new manufacturers' equipment that varies from the existing must be fully compatible with the existing.

8. HEALTH & SAFETY

- .1 The Contractor is responsible for Health & Safety of persons on site, safety of property on site and for protection of persons adjacent to the site and environment to extent that they may be affected by conduct of Work.
- .2 The Contractor shall comply with and enforce compliance by employees with the safety requirements of the contractor documents, applicable federal, provincial, territorial and local statues, regulations, and ordinances, and with site-specific Health and Safety Plan.

.3 Submit site-specific Health and Safety Plan within 7-days after of Notice to Proceed

- and prior to commencement of Work. Health and Safety Plan must include: .1 Results of site specific safety hazard assessment.
- .2 Results of health and safety risk or hazards analysis for site tasks and operations found in the work place.
- .3 Procedures and schedules for scheduled fire alarm shut downs. .4 Procedures for unexpected shut down of the fire alarm system.
- .4 The Consultant will review the Contractor's site-specific Health and Safety Plan and provide comments to the Contractor within 5-days after receipt of the plan. Revise the plan as appropriate and resubmit the plan to the Consultant within 5-days after receipt of comments from the Consultant.
- .5 The Consultant's review of the Contractor's final Health and Safety Plan should not be construed as approval and does not reduce the Contractor's overall responsibility for construction Heath and Safety.
- .6 The Contractor shall submit copies of incident and accident reports to the Consultant.

9. EQUIVALENT PRODUCTS

- .1 All tenders shall be based on the product specified or equivalent products, which have been given written approval prior to tender by the Consultant. The Consultant's decision as to the equivalency of products shall be final.
- .2 Contractors and/or suppliers wishing to submit equivalent products shall do so in PDF format via an email to the Project Manager. If the product is approved as an equivalent, an email of confirmation shall be sent from the Project Manager. It shall be the Contractor's responsibility to ensure that any suppliers quoting to the Contractor have obtained the written approval of the Project Manager
- .3 All requests for equivalent material approval must be emailed not less than Ten (10) days prior to closing of tender. No equivalent requests will be considered after this
- .4 The approval of equivalent products will be granted on the basis of general design only. Such approvals will not relieve the Contractor from providing all necessary components and functions required in the specifications or on the drawings.
- .6 Any change in the footprint size due to alternate equipment shall not result in a redesign. Any cost to revise the design due to an alternate manufacturers' requirement shall be borne by the Contractor.

.5 Alternate services rated equipment shall meet the utilities' requirements.

10. SETTING OUT OF THE WORK

- .1 The Contractor shall be responsible for correcting all work completed contrary to the intent of drawings and specifications and shall bear all cost for same. Where intent of drawings and specifications is not clear, he shall obtain clarification of the Consultant before proceeding with work.
- .2 The Contractor shall give the work personal supervision lay out their own work, do all necessary leveling and measuring or employ a competent Consultant to-do so. Figures, full size and detail drawings shall take precedence over scale measurements.
- .3 Where equipment supplied by the Contractor must be built in with the work of other trades, the Contractor shall be responsible for the supplying of the equipment to be built in or measurements to allow necessary openings to be left so as not to hold up the work.
- .4 The Contractor shall be responsible for any damage caused to the Owner or any of the other trades by improper location or carrying out of his work.
- .5 The Contractor, in setting out of his work, shall make reference to architectural, structural and mechanical drawings. The Contractor shall consult with the respective trades in setting out locations for conduit runs, luminaries, panel assemblies, etc., so that conflicts are avoided and symmetrical even spacing is maintained.
- .6 Switch mounting heights shall be coordinated with architectural details and shall be adjusted, if required, to coordinate with millwork, millwork paneling, masonry course lines, etc.
- .7 Where outlets occur in exterior walls, the Contractor shall ensure that there is insulation behind the outlet boxes to prevent condensation through the boxes.
- .8 The Contractor is required to install plywood backboards behind electrical distribution and communications equipment. Typical installation should include minimum 1.2x2.5m G1S painted plywood.

11.EXCAVATION, BACKFILLING, & COMPACTION

- .1 The Contractor will be responsible for all excavation, backfill, & compaction required for the electrical installation.
- .2 Where work by the Contractor damages work of other trades, the Contractor shall repair and make good such damage to the satisfaction of the trade concerned and the Consultant.

12. PROJECT CLEAN-UP

- .1 Maintain the work site in tidy condition, free from accumulation of waste products
- and debris, other than that caused by Owner or other contractors. .2 Remove waste material from site at daily regularly scheduled times or dispose of as
- directed by the Consultant. Do not burn waste material on site. .3 Provide on-site containers for the collection of waste materials and debris.
- .4 Provide and use separate, marked, bins for recycling. .5 The Contractor and his sub-trades shall at all times during construction, keep the site free of all debris, boxes, packing, etc., resulting from work of this trade.
- .6 At the completion of the work, the electrical installation shall be left in a clean finished condition to the satisfaction of the Consultant.
- .7 The Contractor is responsible for providing a final site clean-up.

13. SITE REVIEWS AND CONSTRUCTION DOCUMENTS

- .1 The Contractor shall contact the Consultant for a minimum of rough-in and final reviews. Contractor shall contact the Consultant minimum 48 hours in advance of the inspection. Additional reviews will be completed as required; Contractor is to
- make Consultant aware regarding any conditions that warrant special reviews. .2 The Contractor shall ensure that all required work is completed prior to calling for review. Additional charges may be levied should additional reviews be required due to lack of completion of work to be reviewed.
- .3 Progress claims submitted shall be broken down for each system and include a materials and labor portion for review. Progress claims submitted without proper breakdown will not be reviewed.
- .4 All revisions resulting in costs to the owner shall be submitted with a full breakdown of materials and labor for each portion of the work.
- .5 Requests for information (RFI) shall be submitted for on-site questions only after the issue has been reviewed and discussed without resolution on-site with the

appropriate trades. Minor issues should be dealt with through phone or email.

14. ELECTRICAL SYSTEMS TESTS

- .1 All portions of the electrical work shall be tested and checked for satisfactory
- .2 Before energizing any portion of the electrical system, perform megohmeter tests on all feeders and branch circuits. Results of such tests shall conform to the requirements of the Canadian Electrical Code and shall be to the satisfaction of the authorized inspection agency and the Consultant.
- .3 Upon completion of the contract and immediately prior to substantial review and takeover, check the load balance on all feeders and at distribution centers, panels, etc. the tests shall be carried out by turning on all possible loads in the contract area and checking load current balance. If load unbalance exceeds 15%, reconnect circuits to balance the load.

15. RECORD DRAWINGS

- .1 The Contractor shall furnish one full sized set of drawings to be used for recording work as actually installed.
- .2 The Contractor shall accurately and neatly record on this set of drawings, day-by-day, all outlets, conduit, fixtures, and equipment as actually installed on the job. Any discrepancies noted by the Contractor between the design drawings and the existing installation shall be noted on the record drawings.
- .3 Submit the draft record drawings to the Consultant for review and comment.
- .4 Insert final record drawings into the Operation & Maintenance Manuals.

16. GUARANTEE/WARRANTIES

- .1 Furnish a written guarantee/warranty signed and guaranteed by the Contractor
 - .1 That all work executed under this contract will be free from defects of material and workmanship for a period of one (1) year from the date of final acceptance of this work.
 - .2 The above parties further agree to, at their own expense, repair and replace all such defective work and other work damaged thereby which fails or is otherwise defective during the term of the guarantee/warranty provided that such failure is not due to improper usage.
- .3 The period of the guarantee specified shall in no way supplant any other guarantee of a longer period but shall be binding on work not otherwise covered.
- .2 Provide additional warranties for manufacturers` systems as required by other sections of this specification.

17. OPERATION AND MAINTENANCE MANUAL

- .1 Provide four digital PDF copies of the operation and maintenance manuals, to be turned over to the Owner. One additional copy to the Consultant. Total 5. Digital files to be bookmarked and searchable. PDF Portfolio files will not be accepted. .2 Provide digital copies of the manuals to the Consultant for review. Returned copies
- shall have their revisions made and sent to the owner at the end of the project. .3 Each manual shall have a list of sections, contact information for the Contractors
- and all sub-Contractors, engineering firms and all system manufacturers, all warranties, guarantees and certificates, copies of approved shop drawings, single line diagrams and schematics for all systems, test and verification results, and cleaning and maintenance procedures.

18. SUBSTANTIAL COMPLETION

- .1 Before calling for substantial completion review, the Contractor shall provide the
- following relevant documents to the Consultant:
- .1 Letter of inspection from the authority having jurisdiction. .2 Operation and maintenance manuals have been submitted for review.
- .3 Sealed seismic drawings and letter of assurance from the seismic engineer have been submitted to the Consultant and included in maintenance manual. .4 All junction outlet boxes covered.
- .5 Record drawings submitted for updating.
- .6 Other documentation as requested by the Consultant.
- .2 Should a substantial completion review be called for and the Consultant finds the project is not compliant with the above an additional review may be required. Such additional reviews may be charged to the Contractor.

19. SEISMIC RESTRAINTS

- .1 Seismic restraint requirements to be designed to Part 4 of the Building Code, detailed and reviewed in the field by the specialty professional engineer retained
- by the Contractor and/or Project Manager. .2 All seismic details shall be submitted as shop drawings to the Consultant and included in the maintenance manual.
- .3 Provide letters of assurance from the seismic engineer to the Consultant after field reviews by the seismic engineer at substantial completion.

20.RACEWAYS AND FITTING

- .1 Conduits to be installed in conformance with the Canadian Electrical Code, Color code conduit and junction box covers as noted in other sections of this
- specification. Size conduits to the Canadian Electrical Code requirements. .2 In-ground conduits shall be PVC conduit. Label both ends of stub-up locations with felt marker indicating use of conduit. Ensure conduit is sealed during construction and free of debris prior to installing wire in conduit.
- .3 All conduits to have a green bonding conductor; do not use the conduit as a bond
- to electrical boxes and equipment. .4 Conduits to be free from burrs and kinks; bends shall be kept to a maximum 45-degree angle for offsets and saddles wherever possible. Provide a pull box or junction box for each cumulative 360-degree bend in the conduit run. In exposed areas the install of conduits shall be uniform in appearance and installed in parallel or right angels with the building structure.
- .5 Provide bushing on all connectors on conduits 27mm in size and larger. All connectors and couplings shall be steel; aluminum or die-cast zinc is not
- .6 Where a run of conduit is not continuous and is greater than 3m in length, a bonding bushing shall be used to bond the conduit to the cable tray or bonded conduit system.

21.PULL BOXES AND OUTLET BOXES

- .1 Supply and install pull boxes and junction boxes as shown on the drawings and as required to suit job conditions. Pull boxes shall conform to Canadian Electrical Code requirements and shall be finished in enamel over corrosion resistant primer with screw-on or hinged cover. Utilize CEC code book for determining appropriate
- .2 When installed in concrete utilize appropriate masonry boxes intended for such applications.

22. MOUNTING HEIGHTS

- .1 Mounting height is above finished floor (AFF) to centre line of device, ubnless specified or indicated otherwise.
- .1 Receptacles, general use: 400mm AFF;
- .2 Receptacles, exterior: 1050mm AFF; .3 Light switches: 1050mm AFF;
- .4 Thermostat: 1050mm AFF;
- .2 If mounting height of equipment is not indicated, verify with the Consultant prior to installation.

23.BUILDING WIRING

- .1 All wiring shall be copper with RW75 x-link or R75 nylon 600V insulation installed in EMT conduit. No wire smaller than #12 AWG shall be used for branch circuit wiring. Wiring shall be color coded to the Canadian Electrical Code requirements. 90 degree wiring maybe used but shall be de-rated to 75 degree wiring where connected to 75 degree rated equipment.
- .1 Wiring larger than 2/0 may be paralleled as permitted by code.
- .2 Cabling may be aluminum when sized 1/0 or larger. .3 Cabling shall be fire rated where applicable by code.
- .4 Armoured cabling may be used where permissible by the Consultant; riser Teck
- 90 cable or equal shall be used for vertical runs. .2 PVC conduit to be used for underground applications.
- .3 Rigid threaded galvanized steel conduit shall be used where required by code.
- .4 AC90 (BX) cable shall be complete with anti-short bushings. Length of AC90 cable shall not to exceed 3 meters. AC90cable may be used for fixture drops and in walls only. Install EMT conduit in ceiling space to within 1 meter of wall for connection to AC90 cable. AC90 cable may not be used in electrical rooms.
- .5 Provide dedicated neutral conductors for all circuits feeding electronic equipment. (no sharing of neutrals).
- .6 Conductors to be sized so as to limit voltage drop to the limits outlined in the Canadian Electrical Code.
- .7 Aluminum wiring shall not be used for connections to vibrating equipment such as motors, roof top units etc.

24. GROUNDING AND BONDING

- .1 Supply and install complete grounding and bonding system as indicated and as required by Canadian Electrical Code, the local electrical inspection department and as defined in other sections of this specification.
- .2 All components shall be securely and adequately bonded to ground and where required to accomplish this, bonding jumpers, bonding studs and bushings shall be used. Ensure that all raceways, distribution equipment, terminal panels, etc. are securely and adequately bonded.

25.IDENTIFICATION AND LABELING

- .1 The Contractor shall provide and install identifying labels for all electrical
- equipment and devices. .2 All equipment shall have limacoid labels, white background with minimum 9.5mm black letters. Beveled edges and two mounting screw holes. Mount on
- conspicuous locations on the surface of the equipment. .3 Lamacoid labels to include equipment description and circuit number. Equipment description shall correspond to the Contractor's record drawings and to the approval of the Consultant. Example: "Panel W, 120/240V, 1PH".

26.CLARIFICATIONS

.1 The Contractor shall provide and install all material and labor to complete the work as shown in the drawings and described herein. The Contractor shall provide all precautions for his forces and shall remove all electrical equipment and re-install as per the drawings for complete operational system.

BY COPYRIGHT LAW AND ARE THE EXCLUSIVE PROPERTY OF DORWARD ENGINEERING SERVICES LTD AND MAY NOT BE REPRODUCED WITHOUT THE WRITTEN CONSENT OF DORWARD ENGINEERING SERVICES LTD. CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND PROMPTLY REPORT ANY ERRORS AND/OR OMISSIONS TO DORWARD ENGINEERING SERVICES NOTES

COPYRIGHT 2023 DORWARD ENGINEERING SERVICES LTD. THIS DRAWINGS AND THE DESIGN SHOWN ARE PROTECTED

REVISIONS: NO. DATE BY DESCRIPTION 01 21/03/23 RD ISSUED FOR COORDINATION 02 | 22/07/24 | RD | ISSUED FOR 95% REVIEW 03 | 12/03/25 | RD | ISSUED FOR TENDER 04 30/04/25 RD REISSUED FOR TENDER 05 05/05/25 RD REISSUED FOR TENDER

NOT APPROVED FOR CONSTRUCTION

PERMIT TO PRACTICE:

PERMIT TO PRACTICE Date _____2025-05-06 PERMIT NUMBER: PP001

Association of Professional Engineers

of Yukon

. A. Dorwar



CONSULTING ELECTRICAL ENGINEERS

Phone: (867) 668-6888

Email: dorward@ieee.org

CARMACKS SWF TRUCK WEIGH

DRAWING TITLE:

UNIT A - 1148 FRONT ST.

WHITEHORSE, YUKON

CANADA Y1A 1A6

ELECTRICAL SPECIFICATIONS

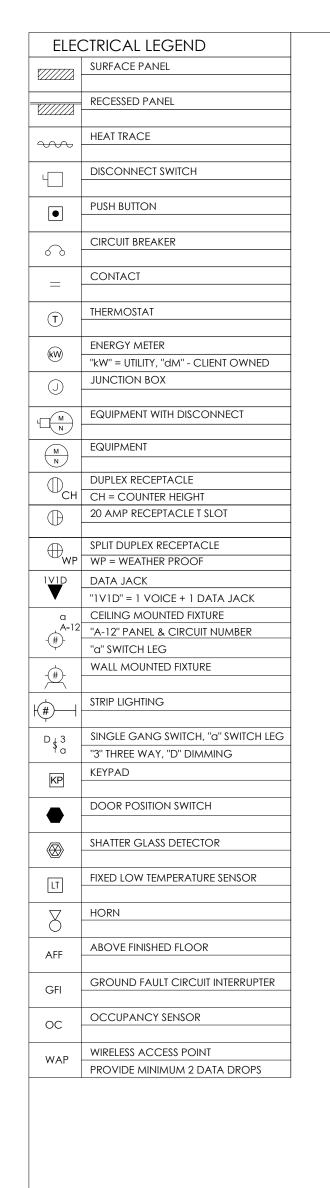
SCALE STATION

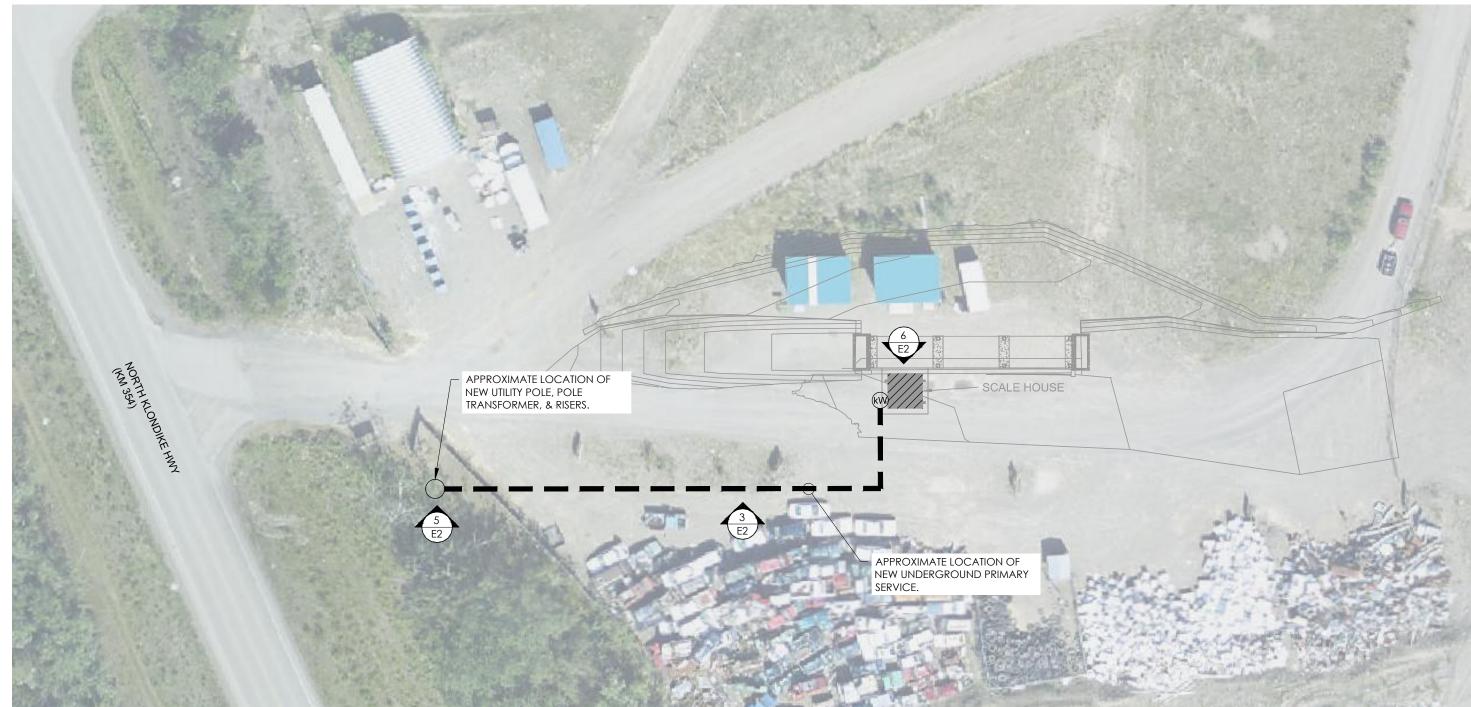
SCALE: **AS SHOWN** DATE: APRIL 2023 DESIGN: KM/RD DRAWN: CHECKED: RD

D.E.S. PROJECT NUMBER: SHEET: 22079

NOT FOR CONSTRUCTION

E1





SITE PLAN

SCALE: 1:400 FOR ARCH D PAPER



SCOPE OF WORK

- SERVICE THE NEW WEIGH STATION WITH UNDERGROUND UTILITY POWER & COMMUNICATION SERVICES FROM THE EXISTING OVERHEAD LINES.
- PROVIDE POWER, LIGHTING, & HEATING SYSTEM IN THE NEW WEIGH STATION AS INDICATED.
- COMPLETE SET-UP & TESTING AS INDICATED AND AS REQUIRED.
- PROVIDE SCALE GROUNDING AS PER MANUFACTURES

LEGEND:

OVERHEAD TO UNDERGROUDN SERVICE DETAIL

THIS DRAWING SHOWS THE ENGINEERS MINIMUM REQUIREMENTS ONLY. CONTRACTOR TO OBTAIN INSTALLATION / LOCATION

REQUIREMENTS, A RULING SHALL BE OBTAINED BY THE ENGINEER, OTHERWISE THE MOST EXPENSIVE OPTION SHOULD BE ALLOWED FOR

(1) UTILITY POLE, COORDINATE WITH UTILITY FOR EXACT LOCATION.

(3) TYPICAL STANDOFF BRACKET, QUANTITY TO SUIT POLE HEIGHT,

(4) RIGID ELECTRICAL SERVICE RISER, PROVIDE RIGID STEEL TO RIGID PVC ADAPTERS AS REQUIRED. QUANTITY AS REQUIRED.

(2) TYPICAL WEATHER HEAD; PROVIDED BY DIV 26.

TO UTILITY APPROVAL; PROVIDED BY DIV 26.

REQUIREMENTS & UTILITY APPROVAL- PRIOR TO ORDER OF MATERIALS. IN THE EVENT OF A CONFLICT BETWEEN THIS DETAIL AND UTILITY

REQUIREMENTS. ALL GROUND RODS TO BE 5/8" X 10' COPPER CLAD.

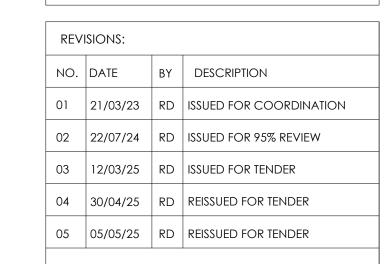
COPYRIGHT 2023 DORWARD ENGINEERING SERVICES LTD. THIS DRAWINGS AND THE DESIGN SHOWN ARE PROTECTED BY COPYRIGHT LAW AND ARE THE EXCLUSIVE PROPERTY OF DORWARD ENGINEERING SERVICES LTD AND MAY NOT BE REPRODUCED WITHOUT THE WRITTEN CONSENT OF DORWARD ENGINEERING SERVICES LTD.

CONTRACTORS SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AND PROMPTLY REPORT ANY ERRORS AND/OR OMISSIONS TO DORWARD ENGINEERING SERVICES

<u>KEYNOTES</u>

- $\langle 1 \rangle$ Traffic Light Control Box, Supplied by Others. PROVIDE COMMON 1P15A BRANCH CIRCUIT & 4-18AWG CONTROL CABLE IN CONDUIT. COORDINATE EXACT LOCATION ON SITE WITH THE OWNER.
- $\langle 2 \rangle$ Traffic control lights, provided by others. PROVIDE COMMON 1P15A BRANCH CIRCUIT, PROVIDE RS232 CABLE IN CONDUIT FROM THE TRAFFIC LIGHT CONTROL BOX. TYPICAL OF TWO. COORDINATE EXACT LOCATION ON SITE WITH THE OWNER.
- 3 WEIGHT SCALE TERMINAL, PROVIDED BY OTHERS.
 PROVIDE DEDICATED 1P15A BRANCH CIRCUIT. PROVIDE 6-22AWG LOAD-CELL CONTROL CABLE IN CONDUIT TO THE TRUCK SCALE LOAD-CELL. PROVIDE 2-18AWG DISPLAY CABLES IN CONDUITS TO EACH DISPLAY LOCATED AT THE TRAFFIC CONTROL LIGHTS. PROVIDE CAT6 CABLE TO THE TERMINAL STATION. COMPLETE INSTALLATION IN ACCORDANCE WITH THE

MANUFACTURER'S WRITTEN INSTRUCTIONS.





NOT APPROVED FOR CONSTRUCTION

PERMIT TO PRACTICE:

PERMIT TO PRACTICE

Date _____2025-05-06 PERMIT NUMBER: PP001 Association of Professional Engineers

DORWARD **ENGINEERING**

CONSULTING ELECTRICAL ENGINEERS

UNIT A - 1148 FRONT ST. WHITEHORSE, YUKON

CANADA Y1A 1A6

Phone: (867) 668-6888

Email: dorward@ieee.org

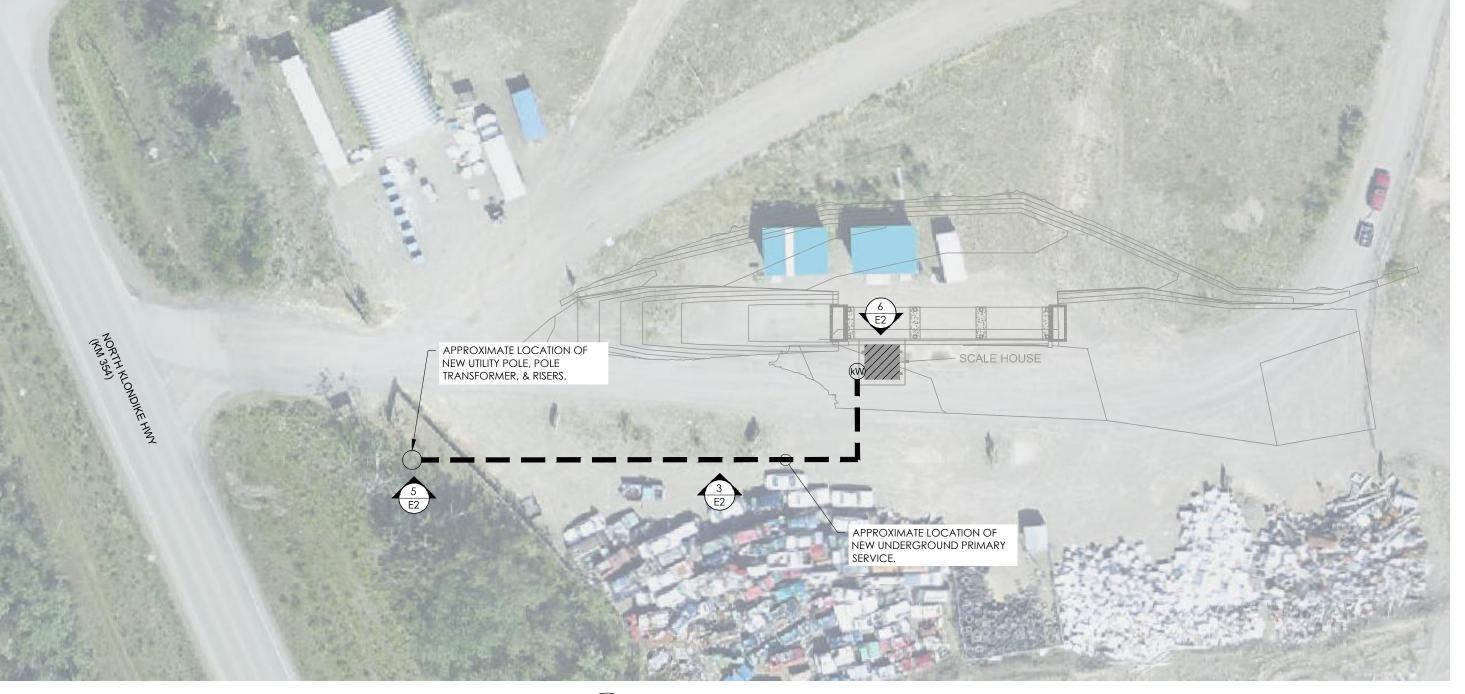
CARMACKS SWF TRUCK WEIGH SCALE STATION

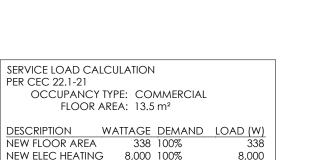
DRAWING TITLE:

ELECTRICAL PLANS & DETAILS

SCALE:	AS SHOWN		
DATE:	APRIL 2023		
DESIGN:	KM/RD		
DRAWN:	KM		
CHECKED:	RD		
NOT FOR CONSTRUCTION			

D.E.S. PROJECT NUMBER: SHEET: 22079





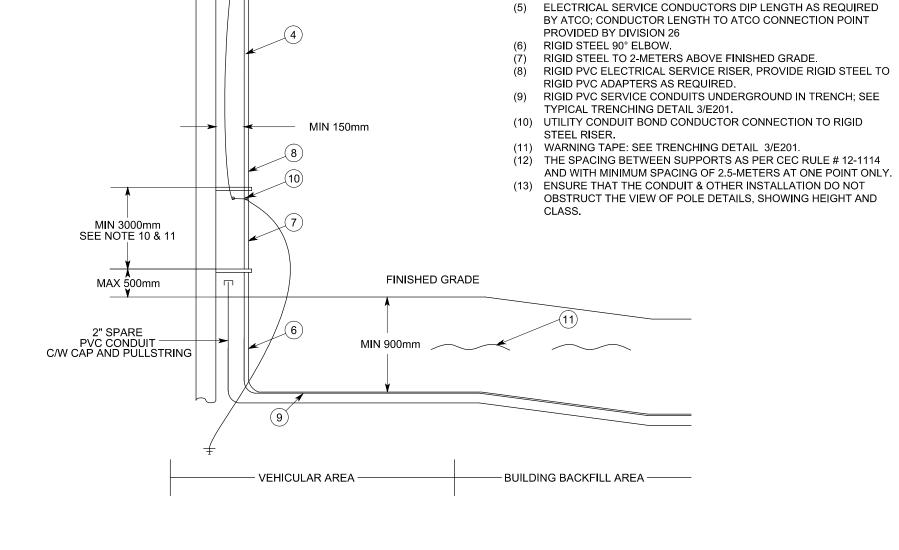
MINIMUM 3 - 350KCMIL AL + BOND IN MINIMUM 103mm CONDUIT NEW ELEC HEATING 8,000 100% SUB-TOTAL 40 CIRCUIT 120/240 V SINGLE PHASE 100A SERVICE ENTRANCE RATED AMPACITY AT 1-PHASE 120/240V COMBINATION PANEL MINIMUM RECOMMENDED SERVICE SIZE 2P100A

1. CONFIRM EXACT LENGTHS ON SITE PRIOR TO ORDERING





PANEL LOCATION: WE	IGH STA	TION				
VOLTAGE: 120/240	PHAS	E: 1	FEI	EDER S	IZE: 100 A	AMP
NAME OF LOAD	POLES AMPS	CCT NO.		CCT NO.	POLES	NAME OF LOAD
GENERAL RECEPTACLES	1/15	1		2	0/07	,
GENERAL RECEPTACLES	1/15	3		4	2/25	FF-1 4kW
EXTERIOR RECEPTACLES	1/20	5		6	0/05	EE 0.41/M
GENERAL LIGHTING	1/15	7		8	2/25	FF-2 4kW
TRAFFIC LIGHTS	1/15	9		10	2/25	CDADE
WEIGH SCALE TERMINAL	1/15	11		12	2/25	SPARE
SPARE	1/15	13		14		
SPARE	1/15	15		16		
SPARE	1/20	17		18		
		19		20		
		21		22		
		23		24		
		25		26		
		27		28		
		29		30		
		31		32		
		33		34		
		35		36		
		37		38		
		39		40		

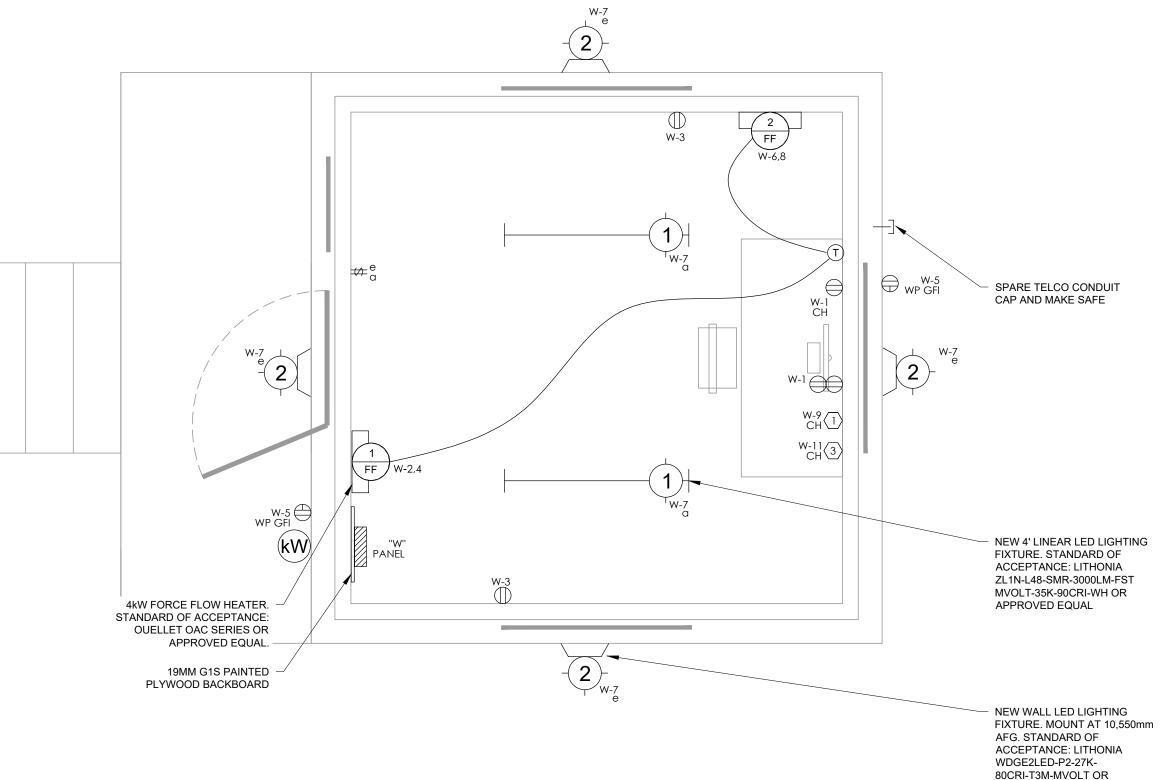


E2

SCALE: NTS



APPROVED EQUAL





98% S.P.D. COMPACTION REQUIREMENT

FINAL GRADE

- MARKING RIBBON TYPICAL OF TWO (2)

NEW PAVEMENT SURFACE

CRUSH 300mm

NATIVE BACK FILL

BEDDING SAND 150mm

ARRANGEMENT OF CONDUITS.

COMPACTION TO 98% S.P.D.

CONDUIT. (CEC-54-700 b)

TYPICAL

COMMUNICATION

CONDUIT(S)

ELECTRICAL TRENCHING DETAIL

1. MINIMUM DEPTH OF 900mm FROM TOP OF CONDUIT TO FINAL

2. MAINTAIN MINIMUM 190mm ON-CENTER SEPARATION OF EACH CONDUIT RUNNING IN PARALLEL AND AT CROSS-OVERS. 3. TOTAL TRENCH DEPTH & WIDTH DEPENDS ON QUANTITY &

4. TRENCHING IN ASPHALT - PROVIDE NEW PAVEMENT SURFACE OF MINIMUM 75mm COMPACTED DEPTH, ASPHALTIC COLD MIX 5. TRENCHING IN CONCRETE - PROVIDE NEW CONCRETE SURFACE, MATCH EXISTING CONCRETE PAVEMENT THICKNESS, USE

7. IF NATIVE BACKFILL IS UNSUITABLE TO MEET DENSITY REQUIREMENTS.

SUBSTITUTE BEDDING WITH A MINIMUM DEPTH 250mm OF 20mm

OPERATOR CONCRETE BASE DETAIL FOR MIX DESIGN. CRUSH THICKNESS 300mm AT ROAD CROSSINGS.

6. COMMUNICATION CONDUIT TO MAINTAIN MINIMUM 300mm

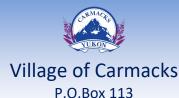
SEPARATION FROM DIFFERING UNDERGROUND CABLES &

TYPICAL

POWER

CONDUIT(S)

SCALE: NTS



Carmacks, YT YOB 1CO

Council Briefing Note: Canada Life Benefits Cost-Sharing

Purpose

To provide Council with an overview of the current Canada Life benefits cost-sharing arrangement, and to recommend adjusting the cost-sharing ratio from the current 50/50 split to an 80/20 split (Village 80%, Employees 20%) in order to improve affordability, increase employee participation, and reduce the Village's indirect liability.

1. Current Situation

At present, only **5 employees** are enrolled in the Canada Life benefits plan. The rest have opted out because the current 50/50 cost-sharing arrangement is too expensive for them to participate in. For instance average premium is as follows;

- Total premium per employee: \$500 per month (\$6,000 annually)
- **Employee share (50%):** \$250 per month (\$3,000 annually)
- Village share (50%): \$250 per month (\$3,000 annually)

2. Proposed Adjustment (80/20 Split)

Under the proposed adjustment, the Village would cover 80% of the premiums while employees would pay 20%. This aligns with common practice across Canadian municipalities, where the employer typically pays the majority of benefits premiums.

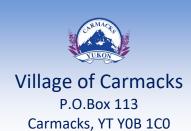
- **Employee share (20%):** \$100 per month (\$1,200 annually)
- Village share (80%): \$400 per month (\$4,800 annually)
- Savings to employees: \$1,800 annually (\$150 per month)
- Additional cost to Village: \$1,800 annually per enrolled employee

3. Comparison Table

Scenario	Employee Pay / Month (\$)	Employee Pay / Year (\$)	Village Pay / Month (\$)	Village Pay / Year (\$)	Total Premium (\$)
Current (50/50)	250	3,000	250	3,000	6,000
Proposed (80/20)	100	1,200	400	4,800	6,000

Telephone: (867) 863-6271

Email: admin@carmacks.ca



4. Rationale

- Fairness: Employees currently bear an unusually high share of benefit costs compared to other municipalities.
- **Recruitment & Retention:** A stronger benefits contribution will improve the Village's ability to attract and retain staff.
- **Participation:** Shifting to 80/20 will make the plan affordable enough for more employees to join, expanding the coverage pool.
- **Liability Reduction:** If all employees are covered under Canada Life benefits, the Village indirectly reduces its liability exposure, as more employee needs are met by insurance rather than the employer.
- True Benefit, Not Burden: A benefits plan should support employees not be a financial strain that discourages them from enrolling.
- **Industry Standard:** Employer-majority cost-sharing (75–80%) is the standard practice across Canada.

5. Recommendation

That Council approve adjusting the Canada Life group benefits cost-sharing ratio to 80% employer / 20% employee, effective [insert date], to align with best practices, reduce indirect liability for the Village, and make benefits affordable for staff.

Telephone: (867) 863-6271

Email: admin@carmacks.ca