

Village of Carmacks Council

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

Agenda 25-22

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, November 4th, 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 November 4th, 2025 *Motion to Approve*
4. **Delegation**
 - 4.1. Balance Biogas – Composting Program
5. **Correspondence**
 - 5.1 AYC – Request for Donation
 - 5.2. YG – D. Albisser - Weigh Scale Update
6. **Reports**
 - 6.1 Council Activity Reports
 - 6.2 Mayor's Report
 - 6.3 Association of Yukon Communities (AYC)
7. **Bylaws**
 - 7.1 Bylaw No. 321-25 – Landfill Service Rates Bylaw
8. **New and Unfinished Business**
 - 8.1 By-Election
9. **Question Period**
10. **In-Camera Session** *(Motion to go in and out of session with recorded times)*
 - 10.1. Labour
11. **Adjournment**



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

PRESENT: Mayor: J. Lachance

Councillors: D. Mitchell, D. Hansen

Staff: A. Wylimczyk

Regrets:

Delegation:

- 1. CALL TO ORDER:** Mayor J. Lachance called the meeting to order at 7:00 PM.
- 2. AGENDA:** Council reviewed the agenda.
Mayor Lachance added “Letter of Resignation from C. Bellmore” to New and Unfinished Business 8.1.

25-22-01 M/S Councillors D. Hansen/D. Mitchell motioned that the agenda be accepted as amended.

CARRIED

3. MINUTES:

3.1 From the regular council meeting on October 21st, 2025

25-21-02 M/S Councillors D. Mitchell/D. Hansen motioned that the minutes be accepted as presented.

CARRIED

4. DELEGATION

4.1 None

5. Correspondence

5.1 Response from Yukon Party

AYC sent letters about priorities to all parties participating in the federal election. Response from the Yukon Party.



25-21-03 M/S Councillors D. Hansen/D. Mitchell motioned to file correspondence for informational purposes.

5.2 Response from NDP

AYC received this letter from NDP regarding their priorities if elected.

25-21-04 M/S Councillor D. Mitchell/D. Hansen motioned to file correspondence for informational purposes.

CARRIED

6. Reports

6.1 Council Activity Reports

Councillor D. Hansen is involved in the recruitment process of the CAO.

Councillor D. Mitchell also reported that he is participating in the recruitment of the CAO.

6.2 Mayor's Report

Mayor J. Lachance continues to work on the recruitment process for the new CAO. A few more interviews are scheduled in the coming weeks. A ceremony for Remembrance Day November 11th will be held at the Recreation Centre. All are welcome to attend and place reefs for fallen family members.

Mayor Lachance is also helping with driving the school bus in the afternoon to bring the kids home safely.

He attended the Haunted House on October 30th which was organized by LSCFN and the Halloween party at the recreation center Friday afternoon. There were a lot of scary costumes. Everybody enjoyed the festivity. A big thank you to LSCFN and Rec staff for organizing this.

Mayor Lachance congratulated Councillor C. Bellmore on her election as MLA for the Yukon Party and thanked all candidates participating in the election.

6.3 Recreation Department Report

Mayor Lachance read report to council. He and the recreation director C. Johnnie are working on ordering the fireworks for New Years Eve. LSCFN is participating in the event and rec director C. Johnnie is looking to find more sponsors. The time for the fireworks has not been set up yet. Thank you to all sponsors.



6.4 Bylaw Report

Cst. Ferraz provided council with written report and Mayor Lachance read report. There were a few calls of running lose dogs and 2 dog surrenders on Village and LSCFN properties. He also reported that he initiated traffic stops on heavy vehicles avoiding the bypass. One unsecured load complaint, one parking complaint and two speeding complaints from members of the public. He stopped one heavy vehicle stopped with snow-chains in the downtown core.

6.5 PWGM Report

PWGM J. Wylimczyk provided council with written report and Mayor Lachance broke it down verbally.

6.6 Finance Department Report

Finance Department provided written report and attached expenditure report for the month of October.

6.7 AYC Report

Councillor D. Hansen informed council that there will be a meeting next week and a strategic planning and board meeting on November 29th, 2025.

7. Bylaws

7.1 Proposed Amendment to Bylaw No. 291-23-1 (2025)

Finance Officer A. Wylimczyk was unable to provide the amended fee schedule at this time and council decided to table the amended fee schedule to next meeting.

25-21-05 M/S Councillors D. Hansen/D. Mitchell motioned to table the Amendment to Bylaw 291-23-1 to next council meeting.

CARRIED

8. New and Unfinished Business

8.1 Resignation of Councillor C. Bellmore

Due to being elected to the Yukon Legislative Assembly Ms. Bellmore handed in her resignation as Councillor for the Village of Carmacks. She thanked Mayor, Council, staff and the whole community of Carmacks for their dedicated support as councillor.



Mayor and Council thanked Ms. Bellmore for being on council and wishes her all the best in her new position as MLA for Mayo/Tatchun.

25-21-06 M/S Councillors T. Wheeler / D. Mitchell motioned that the Village pays the required employer portion of the Canada Life Benefits premium.

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.

25-21-07 M/S Councillors D. Hansen/D. Mitchell motioned to go into In-Camera at 7:20 PM.

25-21-08 M/S Councillors D. Hansen motioned to go out of In-Camera at 7:45 PM.

11. ADJOURNMENT

25-21-09 M/S Councillor D. Hansen motioned to adjourn the meeting at 7:45 PM.

Mayor J. Lachance adjourned the meeting at 7:45 PM.

Mayor J. Lachance

CAO Parminder Singh (Interim)

Balance Biogas

Community Compost Program

The program was officially launched on October 14th, marking a major milestone for the community. A big thank-you to the VoC team for their cooperation in setting up the facility, engaging the public, and attending the training session. I hope each of you has had a chance to start separating your organics and visit the new compost facility—it's exciting to see this initiative come to life and begin shaping more sustainable waste management practices in Carmacks.

Next steps:

- 1. Testing and quality assurance: The next phase of the program must focus on refining operations to produce a consistent, high-quality compost product. This includes regular testing for material quality and safety to ensure the compost meets the standards required before it can leave the SWF.
- 2. Program expansion: With household drop-off now underway, planning can begin to properly integrate commercial users such as the Carmacks Hotel, grocery store, and LSCFN's waste collection contractors.
- 3. Plan amendment: The Solid Waste Management Plan should be updated to include the composting program and its intended end use. This amendment is necessary for regulatory approval to distribute compost off-site.
- 4. BBG's continued support: BBG is ready to assist with each of these steps and will be submitting a proposal before the end of the month outlining our recommended scope of ongoing consulting support. This will cover monitoring, testing, and program development to ensure the compost program produces a safe, valuable material for the community and sets the stage for the coming pilot facility.

Pilot Facility – Design Phase

We've now secured all required funding for the design phase. Over the next five months, our focus will include:

- Working with the Terragon MAGS gasifier engineering team to design the facility and district heating system, while Chomp Energy remains our anaerobic digester partner.
- Collaborating with Gunta Business Services to develop the business case that will support VoC's go/no-go decision.
- Hosting a full-day facilitated engagement session with VoC, LSCFN, and CDC (and any other recommended stakeholders) to ensure community-wide input. We're targeting the week of February 16–20, 2026—please mark your calendars and share preferred dates.
- Completing the design phase by March 2026, aligning with upcoming implementation funding windows through 2026 and early 2027.

From: Bonnie Dixon <ayced@ayc-yukon.ca>

Sent: Tuesday, October 28, 2025 11:17:26 AM

To: Cam Lockwood (cao@watsonlake.ca) <cao@watsonlake.ca>; CAO Village of Carmacks <cao@carmacks.ca>; Dave Fairbank (cao@hainesjunction.ca) <cao@hainesjunction.ca>; David Henderson (cao@cityofdawson.ca) <cao@cityofdawson.ca>; Jeff O'Farrell (Jeff.O'Farrell@whitehorse.ca) <Jeff.O'Farrell@whitehorse.ca>; Larry Baran (cao-faro@faroyukon.ca) <cao-faro@faroyukon.ca>; Margrit Wozniak (caomayo@northwestel.net) <caomayo@northwestel.net>; Shelley Hassard (shelley.hassard@teslin.ca) <shelley.hassard@teslin.ca>

Cc: Manager of Operations <ayc@ayc-yukon.ca>

Subject: Festival of Trees- Donation Request

Good afternoon,

AYC will be sponsoring a tree for the Festival of Trees event in Whitehorse again this year. We are looking for donations from each AYC municipality that highlight and showcase local businesses and artists. We are hoping to include a package from each of our member communities as gift that is included with the tree. Some suggestions for this would be items or experiences from local businesses or providers in each of your respective communities. Kelsey and I are happy to help come up with ideas and reach out to community members and businesses for donations.

Please confirm your community's contribution via email, by November 5th. Items can be brought to Whitehorse for the board meeting at the end of the month, to be included with the AYC tree at the Festival of Trees event.

Thank you,
Bonnie

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

Sent: Friday, November 14, 2025 3:42:06 PM

To: CAO Village of Carmacks <cao@carmacks.ca>; Public Works General Manager <PWGM@carmacks.ca>

Cc: Arbor.Webster <Arbor.Webster@yukon.ca>

Subject: RE: Carmacks weigh scales project - Update

Hello Prince and Jens,

I have been meaning to put an update email together for you guys. Apologies if you are getting bits and pieces of information from the contractor or others but we were trying to come up with solutions as quick as possible knowing that you guys are really looking to get this project complete and the scale operational. We have run into a bit of delay with finalizing the project. After the building inspector did a review of the building permit/design, he sighted requirements to the attendant shack that requires additional scope/cost/and engineering. This had a cascading effect with finalizing some other items like finishes and electrical. It was very unfortunate to get this information from the inspector so close to the end of the project as we were tight but still on track to reach substantial on the 30th of Oct. See below the latest updates with some next steps.

Update:

- Attendant shack requires mechanical engineers sign off for air exchange and required additional equipment(HRV) installed(inspector requirement)
- Engineer has already been hired with changes already made to design with recommendations from the inspector on a solution. Castlerock is pricing equipment out now
- Castlerock's contract was extended to **December 02**
- Project is **not** substantially complete at this point(Castlerock still needs to maintain control of the site/scale unfortunately until we can get confirmation on Substantial Completion) Once we have this, you will have full access to setup WiFi, computer, software, etc. Again, the scale will only operate in its basic functions after substantial.
- Scale has been calibrated and commissioned. Castlerock needs to confirm payment for the software, training, and the 1-year support(any day now). Jens, I heard you were reaching out to Avery already to get the software loaded on the computer prior potentially. This is a good idea if this is possible to save some time and maybe get familiar with it.
- Atco still needs to do final connection to power. Castlerock has agreed to notify immediately when this can be done. No need to notify by the village.

I will send you further updates as they come. Feel free to reach out if you want to discuss any of this in more detail.

Have a good weekend,

Kind regards,

David Eastland

Project Manager

Community Services | Infrastructure Development Branch

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



Bylaw No. 321-25

Landfill Service Rates and Management Bylaw

WHEREAS

Pursuant to Sections 229(1), 230(1), and 248 (1) of the *Municipal Act, R.S.Y. 2002, c.154*, Council for the Village of Carmacks may make bylaws respecting the collection, management, and disposal of solid waste, the use of municipal facilities, and the imposition of fees and charges for municipal services;

AND WHEREAS the Village operates the Carmacks Solid Waste Disposal Facility under Yukon Waste Management Permit #80-008 (2025–2033) and the Carmacks Regional Waste Management Agreement with the Government of Yukon;

AND WHEREAS Council deems it necessary to establish a clear, equitable, and transparent schedule of landfill service rates consistent with the approved Solid Waste Management Plan (Tetra Tech, 2024);

NOW THEREFORE, the Council of the Village of Carmacks enacts as follows:

1. Short Title

1.1 This Bylaw may be cited as the *Landfill Service Rates and Management Bylaw*.

2. Definitions

2.1 In this Bylaw, unless the context otherwise requires:

2.1.1 “Attendant” means the authorized landfill operator or designate of the Public Works Department.

2.1.2 “Commercial Waste” means waste generated by a business, contractor, or institutional activity.

2.1.3 “Institutional Waste” means waste generated by a public or non-profit facility such as schools, health centres, and government buildings.

2.1.4 “Residential Waste” means household solid waste generated from a dwelling within the Village or Regional Service Area.

2.1.5 “Sorted Waste” means waste that has had recyclables, metals, organics, and hazardous materials removed.



2.1.6 “Unsorted Waste” means mixed waste containing recyclable or hazardous materials.

2.1.7 “Special Waste” means any waste designated under the *Special Waste Regulations* (O.I.C. 1995/030) that is accepted for handling or temporary storage under the Village’s Waste Management Permit #80-008.

2.1.8 “Weigh Scale” means the approved scale at the Carmacks Solid Waste Facility used to record load weight for billing purposes.

2.1.9 “Regional Agreement” means the most recent Regional Waste Management Agreement between the Village of Carmacks and the Government of Yukon.

3. Application

3.1 This Bylaw applies to all users of the Carmacks Solid Waste Facility, including residents, commercial entities, contractors, and institutional users within the Village and Regional Service Area as defined by agreement.

3.2 No person shall dispose of waste at the facility except in accordance with this Bylaw.

4. Weigh-Scale System

4.1 All vehicles entering or leaving the landfill shall weigh in and out on the scale unless otherwise directed by the Attendant.

4.2 Disposal fees shall be calculated on net weight (per tonne) as set out in Schedule “A.”

4.3 A scale ticket shall be issued for each load, and copies retained for Village records.

5. Bag-Tag System

5.1 Applicability

The bag-tag system applies to residential and small-contractor users disposing of limited household-type quantities of waste. Bulk or large loads shall be directed to the weigh scale and charged under the per-tonne rate in Schedule “A.”

5.2 Purchase and Use

Bag tags must be purchased in advance and attached securely to each garbage bag before arrival at the landfill. Tags are available for purchase at:

- a) The Village Office; and
- b) The Landfill Attendant Station.



5.3 Bag Tag Categories and Rates

Type	Colour	Description	Fee per Bag
Sorted Household Waste	Orange	Standard bag ($\leq 30" \times 38"$)	\$2.00
Contractor-Size Sorted Waste	Orange	Large bag ($> 30" \times 38"$)	\$4.00
Unsorted Waste	Yellow	Mixed waste ≤ 20 kg (44 lb)	\$5.00

5.4 Quantity Limit

Users may dispose of up to ten (10) tagged bags per vehicle per day under the bag-tag system. Loads exceeding ten bags must be weighed and charged by weight. Exceptions may be authorized by the Public Works General Manager or Administration for community clean-up events or similar approved activities.

5.5 Recycling Incentive Program

Residents who deliver one full bag of properly sorted recyclables to the recycling depot will receive one (1) free Sorted Waste Bag Tag as part of the Village's Recycling Incentive Program.

6. Fees and Charges

6.1 All tipping fees are shown in Schedule "A."

6.2 The Attendant may inspect and reclassify any load.

6.3 Fees must be paid prior to leaving the site unless the account holder has billing authorization from the Village.

7. Refusal or Redirection of Loads

7.1 The Attendant or Public Works General Manager may refuse or redirect any load that:

- a) Contains prohibited or hazardous materials;
- b) Originates from outside the Regional Service Area;
- c) Exceeds the daily bag-tag limits; or
- d) Fails to meet sorting or safety requirements.

8. Operational Authority and Site Closure

8.1 The Public Works General Manager or Chief Administrative Officer (CAO) may temporarily close or restrict access to the landfill when required for:

- a) Maintenance, equipment repair, or construction;
- b) Environmental protection or compliance with permit conditions; or
- c) Safety, weather, or emergency circumstances.

8.2 Notice of closure shall be posted at the landfill gate and, where practical, on the Village website or public notice boards.



9. Enforcement

9.1 Any person who contravenes this Bylaw is liable, to a fine not exceeding \$500 for a first offence and \$1,000 for each subsequent offence, as provided under Section 343 of the *Municipal Act*.

9.2 In addition to any fine, the Village may recover the full cost of cleanup, removal, or disposal of any unauthorized or prohibited material deposited at the landfill.

9.3 Such costs may be added to the person's municipal account or recovered by civil action.

10. Authority to Amend and Repeal

10.1 Council may amend or repeal this Bylaw, including Schedule "A" (Fee Schedule), by resolution or bylaw as authorized under Section 220 of the *Municipal Act* (RSY 2002, c. 154).

10.2 Any amendment to the Fee Schedule shall take effect upon adoption of the Council resolution.

11. Effective Date

11.1 This Bylaw shall come into force upon its adoption and the commissioning of the Carmacks Landfill weigh scale.

READINGS AND ADOPTION

1st Reading – _____

2nd Reading – _____

3rd Reading and Adoption – _____

Mayor Justin Lachance _____

Chief Administrative Officer _____

Village of Carmacks – Landfill Fee Schedule A 2025

1. Bag-Tag Rates				
Code	Tag Type & Colour	Unit of Measure	Fee (\$ per bag)	Notes / Conditions
BT-01	Sorted Household Waste	per bag	\$ 2.00	Standard bag ≤ 30" × 38" and ≤ 20 kg (44 lb)
BT-02	Contractor-Size Sorted Waste	per bag	\$ 4.00	Large bag > 30" × 38" and ≤ 25 kg (55 lb)
BT-03	Unsorted Waste	per bag	\$ 5.00	Mixed or unsorted bag ≤ 20 kg (44 lb)
2. Residential				
Code	Waste Type	Unit of Measure	Fee (\$)	Notes / Conditions
R-01	Sorted Waste	per tonne	\$ 140.00	Clean load – no recyclables, compostables, plastics materials.
R-02	Mixed / Unsorted Waste	per tonne	\$ 280.00	Contains recyclables, compostables, plastics, or mixed materials
R-03	Construction & Demolition (sorted)	per tonne	\$ 150.00	Clean load consisting only of wood, drywall, concrete, or inert materials. No metal, wiring, insulation, plastics, or piping.
R-04	Construction & Demolition (unsorted)	per tonne	\$ 300.00	Mixed load containing wood with metal, piping, insulation, wiring, or other non-inert materials.
R-05	Scrap Metal (Sorted)	per tonne	\$ 100.00	Clean, sorted only
3. Commercial				
Code	Waste Type	Unit of Measure	Fee (\$)	Notes / Conditions
C-01	Sorted Waste	per tonne	\$ 160.00	Clean load – no recyclables, compostables, plastics materials.
C-02	Mixed / Unsorted Waste	per tonne	\$ 320.00	Contains recyclables, compostables, plastics, or mixed materials
C-03	Construction & Demolition (Sorted)	per tonne	\$ 300.00	Clean load consisting only of wood, drywall, concrete, or inert materials. No metal, wiring, insulation, plastics, or piping.
C-04	Construction & Demolition (Unsorted)	per tonne	\$ 450.00	Mixed load containing wood with metal, piping, insulation, wiring, or other non-inert materials.
C-05	Scrap Metal (Sorted)	per tonne	\$ 150.00	Clean, sorted only
4. Special Items				
Code	Material Type	Unit of Measure	Fee (\$)	Notes / Conditions
S-01	Animal Carcasses Large animal	per item	\$ 30.00	E.g. bear, moose, another large animal
S-02	Animal Carcasses Small animal	per item	\$ 10.00	E.g. cat, dog, another small pet
S-03	Clean Burnables: Brush, yard trimmings	per tonne	No Charge	If customer unloads, spreads, and leaves site clean
S-04	Clean Burnables: Brush, yard trimmings	per tonne	\$ 100.00	If Public Works staff must push or manage material
S-05	Electronics	per unit	No Charge	-
S-06	Large Furniture	per item	\$ 25.00	Includes couches, mattresses, box springs, or bulky household items.
S-07	Small Furniture	per item	\$ 10.00	Includes chairs, tables, small shelving units, or recliners.
S-08	Vehicle Tires less than 24"	per tire	\$ 25.00	Includes tires with rims.
S-09	Vehicle Tires less than 24"	per tire	No Charge	Rim removed prior to disposal.
S-10	White Goods – Fridge / Freezer	per unit	\$ 50.00	Fluids must be removed prior to drop-off.
S-11	White Goods – Washer / Dryer / Stove	per unit	\$ 25.00	No refrigerant or pressurized systems.