

Village of Carmacks Council

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

Agenda 25-24

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, December 16th, 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 December 2nd, 2025, *Motion to Approve*
4. **Delegation**
4.1. RCMP
5. **Correspondence**
5.1 Landfill Water & Well Monitoring Costs Ausenco
6. **Reports**
6.1 Council Activity Reports
6.2 Mayor's Report
6.3 CAO Report
6.4 Association of Yukon Communities (AYC)
7. **Bylaws**
7.1 Bylaw No. 321-25 – Landfill Service Rates Bylaw *(Second Reading)*
8. **New and Unfinished Business**
8.1 Preliminary Budget 2026
8.2 Draft Inclement Weather Policy *Motion to Approve*
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 December 2nd, 2025, IN THE MUNICIPAL COUNCIL CHAMBERS**

PRESENT: Mayor: J. Lachance

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

Staff: CAO P. Singh, A. Wylimczyk

Regrets: None

Delegation: None

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 Support letter to Jesse Johnston and an In-camera session to the agenda.

25-23-01 M/S Councillors D. Hansen/T. Wheeler motioned that the agenda be accepted as amended.

CARRIED

3. MINUTES:

3.1 From the regular council meeting on December 2nd, 2025

25-23-02 M/S Councillors T. Wheeler/D. Hansen motioned that the minutes be accepted as presented.

CARRIED

4. DELEGATION

None

5. CORRESPONDENCE

5.1 Support letter to Jesse Johnston – Project Manager for River Drive upgrades.

Mayor Lachance read letter from Village of Carmacks for River Drive upgrades design drawings provided to J. Johnston.

6. Reports

6.1 Council Activity Reports

Councillor D. Hansen participated in the recruitment process for the CAO. She attended the Strategic and Board meetings for AYC.

Councillor D. Mitchell participated in the recruitment for the CAO and attended the first Community Safety Program meeting and the Recreation board meeting.

Councillor T. Wheeler attended the AYC Strategic and Board meeting as well and most of the CAO recruitment meetings.



6.2 Mayor's Report

Mayor J. Lachance continues to advance the recruitment process for the new CAO. He thanked Councillor Mitchell for stepping in for the Fire Chief that was unable to attend the meeting. He attended and helped at the youth hockey camp organized by Trystan Unterschute. He worked closely with the Recreation director regarding ordering the New Years fireworks and attended the Recreation board meeting.

6.3 Bylaw Report

Mayor Lachance read report provided from Cst. Ferraz.

6.4. PW Report

Council read report.

6.5. Finance Report

Finance director A. Wylimczyk provided council with the report.

6.6. AYC Report

Councillor T. Wheeler informed council about discussions at the Strategic Planning and Board meeting. Resolutions need to be submitted by late February – early March. The next FCM meeting will be held in Edmonton, AB and the next AYC meeting will be held on March 7th through Zoom.

7. Bylaws

7.1 Bylaw No. 321-25 – Landfill Service Rates Bylaw

25-23-03 M/S Councillors T. Wheeler/D. Hansen motioned to give Bylaw 321-25 – Landfill Service Rates Bylaw first reading.

7.2. Bylaw 322-25 – By-Election Bylaw

25-23-04 M/S Councillors T. Wheeler/D. Hansen motioned to give Bylaw 322-25 – By-Election Bylaw second reading.

25-23-05 M/S Councillors D. Hansen/D. Mitchell motioned to give Bylaw 322-25 – By-Election Bylaw 3rd and final reading.

CARRIED

8. New and Unfinished Business

8.1. Request for Municipal Employee Christmas Holidays and Services Shutdown & Time Off

Council discussed requests from staff and decided to give employees 3 paid days off during Christmas Holidays and services shutdown from December 22-24, 2025.



25-23-06 M/S Councillors D. Hansen/D. Mitchell motioned to grant three additional days off to all Village of Carmacks employees in celebration of Christmas and service shutdown from December 22-24, 2025.

CARRIED

8.2. Balance Biogas – Commercial/Institutional Compost Integration and Water Monitoring

Council reviewed the proposal and directed CAO Singh to explore potential cost-saving alternatives, as the current service provider appears to be overcharging the Village.

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.

25-23-07 M/S Councillors T. Wheeler/D. Hansen motioned to go into In-Camera at 7:36 PM.

25-23-08 M/S Councillors D. Hansen/T. Wheeler motioned to go out of In-Camera at 8:17 PM.

11. ADJOURNMENT

25-23-09 M/S Councillor D. Mitchell/T. Wheeler motioned to adjourn the meeting at 8:17 PM.

Mayor J. Lachance adjourned the meeting at 8:17 PM.

Mayor J. Lachance

CAO Parminder Singh (Interim)

**MONTHLY
MAYOR'S / CHIEF'S
POLICING REPORT
November 2025**

**Carmacks Detachment
“M” Division Yukon**



Royal Canadian Gendarmerie royale
Mounted Police du Canada

Canada

OCCURRENCES	<u>November 2025</u>	<u>Year to Date 2025</u>	<u>November 2024</u>	<u>Year to Date 2024</u>
Assaults (All Categories)	2	27	2	37
Assistance/Suspicious Occurrence	0	61	9	49
Break and Enters	3	11	0	7
Cause Disturbance / Mischief/Breach of Peace	2	89	5	67
Drugs (all categories)	1	8	0	3
Fail to comply with conditions	0	4	0	8
False Alarms	1	9	1	35
Impaired Driving	0	29	1	17
Liquor Act	1	10	0	7
Mental Health Act	2	26	3	20
Missing Persons/Requests to Locate	0	5	0	4
Sexual Assault	0	3	0	3
Thefts (all categories)	3	20	2	24
Traffic (Speeding/Prohibited driver/etc.)	18	59	4	65
Uttering Threats	0	6	3	20
Vehicle Collisions	1	20	1	20
Wellbeing check	5	34	8	30
Other	4	77	3	86
Total Calls for Service	43	543	42	502

Service Calls Involving Alcohol	5	194	8	168
Prisoners held locally	1	16	1	12

PLEASE NOTE: The statistic numbers in the report may change monthly as file scoring is added, deleted or changed. This occurs as investigations develops resulting in additional charges or proving an incident to be unfounded.

RE: Request for Clarification on Landfill Water & Well Monitoring Costs

From Kelly Moore <kelly.moore@ausenco.com>

Date Thu 2025-12-04 3:06 PM

To CAO Village of Carmacks <cao@carmacks.ca>

 1 attachment (1,021 KB)

20250319150920.pdf;

Hi Parminder,

Good to hear from you.

I just attached our 2025 proposal for your records. As noted, because of the dry wells, a round of drilling was required. When Chantal was here, she was aware of the costs and additional scope if the monitoring wells were dry in the first sampling event (spring of this year).

The costs are higher than usual due to the drilling activities as well as the depth we needed to go to adhere to the permit. As long as the wells remain in good condition, the drilling scope will not be required in future years. We can reuse the same wells next year for sampling, and only complete the two sampling events in the future.

I hope this provides some clarity. Happy to answer any additional questions.

Thanks,

Kelly Moore B.Sc., MBA, PAg. | National Director, Site Assessment and Remediation

Ausenco | **Mobile:** 778.814.2338 | ausenco.com

From: CAO Village of Carmacks <cao@carmacks.ca>

Sent: December 4, 2025 1:24 PM

To: Kelly Moore <kelly.moore@ausenco.com>

Subject: Request for Clarification on Landfill Water & Well Monitoring Costs

Good afternoon,

I hope you are doing well.

I am reaching out regarding the recent costs associated with the water and well monitoring program at the Carmacks landfill. At the moment, these expenses are climbing well beyond what the Village can reasonably sustain within our approved budget.

According to our permit requirements, the Village is obligated to conduct well monitoring **twice per year**, and the Yukon Government reimburses us **\$16,000 annually** for this work. The invoices we are receiving significantly exceed that amount, and we are struggling to reconcile the current costs with the level of monitoring required under the permit.

Could you please provide a clear explanation of the factors driving these higher costs?

Understanding the scope, time, and technical requirements behind the charges will help us determine how to move forward and whether adjustments are needed.

Thank you in advance for your clarification. We appreciate your assistance and look forward to your response.

Sincerely,

Parminder Singh

Chief Administration Officer (Interim)

Village of Carmacks

T 867-863-6271 Carmacks.ca

I respectfully acknowledge that I work within the Traditional Territories of Little Salmon Carmacks First Nation.





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

TO: Mayor and Council
FROM: Parminder Singh, Interim CAO
DATE: December 16, 2025
SUBJECT: CAO Report

Important Dates / Events

- **Next Regular Council Meeting:** January 06, 2026

Project Updates

Housing Accelerator Fund (HAF) – Housing Development Grant

Under the first phase of the HAF-supported Housing Development Grant, the Village has approved funding support for 10 housing units.

The first payment has now been issued to one resident who successfully completed all program and policy requirements and received funding from the Village of Carmacks under this program. This marks the first disbursement under the HAF Housing Development Grant.

The remaining approved applicants are currently awaiting the issuance of their building permits from the Government of Yukon. Once permits are received and all requirements are met, payments will be released in accordance with the program policy and grant agreements.

Village staff, along with our consultants Jane and Mark, are actively following up with the Government of Yukon to expedite the permitting process so construction can proceed and project timelines and targets can be met.

Scale Project

The project is currently awaiting ATCO to complete the electrical connection. Once power is installed, the Village will proceed with the installation of the computer hardware, internet connection, and scale software, followed by staff training. The latest date provided for ATCO's electrical installation is **December 22**.



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

Fire Smart Project

The Village has received the Transfer Payment Agreement (TPA) for the FireSmart project from the Government of Yukon. The project is out for Request for Proposals (RFP) December 02, 2025, to December 16, 2025 and details are posted on the Village website and social media.

Administration Report

Budget

As Council is aware, this is the annual budget preparation period. Over the past several weeks, Administration has been working closely with all departments to develop the draft budget for the upcoming fiscal year.

A provisional budget has now been prepared and will be brought forward for discussion later in the meeting under **New and Unfinished Business**.

By Election

The nomination period dates for the municipal by-election have been finalized and posted across all required platforms. All by-election processes are currently in place, and everything is proceeding as planned.



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 – December 2, 2025

2nd Reading – _____

3rd Reading and Adoption – _____

Mayor Justin Lachance _____

Chief Administrative Officer _____

Village of Carmacks – Landfill Fee Schedule A 2025

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" x 38" and ≤ 20 kg (44 lb)
BT-02	Contractor-Size Sorted Waste	per bag	\$ 4.00	Large bag > 30" x 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 unit	No Charge	If customer unloads, spreads, and leaves site clean
S-04	Clean Burnables: Brush, yard trimmings	per unit	\$ 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	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	
S-11	White Goods – Washer / Dryer / Stove	per unit	\$ 25.00	

Village of Carmacks 2026 Preliminary Budget

	REVENUES	2025 BUDGET	BUDGET AS OF	2026 BUDGET	Budget Increase/ (Decrease)	Budget Increase/ (Decrease)	
Tax Revenues							
4005	General Taxes	432,000.00	451,292.40	452,000.00	20,000.00	4.63%	
4010	Tax Penalties	1,500.00	624.33	1,500.00	-	0.00%	
4015	Tax Interest	100.00	109.94	100.00	-	0.00%	
4020	Federal Grant-In-Lieu	24,595.24	24,222.98	24,222.98	372.26	-1.51%	
4025	CBC Grant-In-Lieu		400.00	400.00	400.00		
4030	YTG Grant-In-Lieu	201,502.81	202,618.74	202,618.74	1,115.93	0.55%	
4035	Yukon Energy Grant-In-Lieu	90.13	400.00	400.00	309.87	343.80%	
Total Tax		659,788.18	679,668.39	681,241.72	21,453.54	3.25%	
General Revenue							
4050	Interest Income General	90,000.00	59,417.50	60,000.00	-	30,000.00	
4052	Administration revenue other	5,000.00	6,176.55	7,000.00		2,000.00	
4100	Building Rental Revenue	165,000.00	163,037.32	190,000.00		25,000.00	15.15%
4055	Recreation revenue	52,500.00	52,884.96	54,000.00		1,500.00	
4057	Concession	2,000.00	2,305.64	2,500.00		500.00	
4065	Public Works Revenue	10,000.00	13,335.00	10,000.00	-		
4072	Environmental (landfill)	100,000.00	89,394.12	90,000.00	-	10,000.00	
4060	Arena Revenue	65,000.00	28,215.00	40,000.00	-	25,000.00	
4058	Pool Revenue	6,000.00	1,985.54	3,000.00	-	3,000.00	
4085	Bylaw Revenue	1,000.00	2,315.60	3,500.00		2,500.00	
4070	Recycling Revenue	40,000.00	37,662.10	90,000.00		50,000.00	125.00%
4075	Sewer Revenue	32,000.00	35,941.44	36,000.00		4,000.00	12.50%
4080	Business Licences	3,000.00	3,570.55	3,600.00		600.00	20.00%
4090	Dev. permits/OCP/Zoning Applic. Fees	1,000.00	1,100.00	1,300.00		300.00	30.00%
4110	Fire Protection Agreement LSCFN	32,000.00	31,687.38	32,000.00	-		0.00%
	Pool Agreement LSCFN	63,000.00	42,089.96	60,000.00	-	3,000.00	
4095	Visitors Center Revenue	1,000.00	1,397.69	1,500.00		500.00	50.00%
Total General		668,500.00	572,516.35	684,400.00	15,900.00	2.38%	
Grants							
	Funding (trails, other)	15,000.00	3,385.04	-	(15,000.00)	-100%	
4260	Comprehensive Grant - Unconditional	1,944,125.00	1,944,125.00	1,958,057.00	13,932.00	0.72%	
4265	Conditional Grant Program	646,842.87	1,439,311.72	262,000.00	384,842.87	-59.50%	
	Deferred Revenue – (HAF)	-	-	767,601.84			
4210	Federal Funding - Conditional HAF	591,768.60	591,768.60	591,768.60	-	0.00%	HAF
Total Grants		3,197,736.47	3,978,590.36	3,579,427.44	381,690.97	11.94%	
	Transfer from/to Reserves				-		
Total Revenue		4,526,024.65	5,230,775.10	4,945,069.16	419,044.51	9.26%	

Village of Carmacks

	Department		2024	2025	2026	2027	2028
5511	Administration	Furniture	\$ -	\$ 5,000.00			\$ 5,000.00
5512		Technology/Computer Upgrade	\$ 20,000.00	\$ 5,000.00			
		Village Hub - Project Workplan	\$ 20,000.00	\$ 20,000.00	\$ -		
		Security Server	\$ -				\$ 5,000.00
Total			\$ 40,000.00	\$ 30,000.00	\$ -	-	\$ 10,000.00
		Roof Upgrades	\$ 75,000.00	\$ 75,000.00	\$ 60,000.00		
5513	Admin Bldg	Retrofit (pushed to 2023)	\$ -	\$ -			
		Flooring/Upgrades (Main Floor)	\$ -			\$ 15,000.00	
		GIS Council Mapping	\$ -	\$ 7,500.00			
Total			\$ 75,000.00	\$ 82,500.00	\$ 60,000.00	\$ 15,000.00	\$ -
5514	Duplex	Foundation/Bachelor Upgrades	\$ -			\$ 75,000.00	
		Bathroom Upgrade	\$ -	\$ -			
		HVAC	\$ -	\$ -			
		Fence Gates/Backyard	\$ -			\$ 5,000.00	
Total			\$ -	\$ -	\$ -	\$ 80,000.00	\$ -
		Garbage & Recycling Collection	\$ -			\$ 485,000.00	
5544	Enviro Health	Cemetery	\$ -	\$ 50,000.00	\$ -		
		Landfill - Upgrades w/ wood chipper	\$ -	\$ 180,000.00	\$ -		
		Village Hub - Collection System	\$ 125,000.00	\$ -	\$ -		
		Landfill - Pit expansion	\$ -			\$ 100,000.00	
Total			\$ 125,000.00	\$ 230,000.00	\$ -	\$ 585,000.00	\$ -
5522	Protective Services	FireTruck	\$ -	\$ -		\$ 700,000.00	
		Rescue Truck	\$ -	\$ -			
		Rescue Equipment/New Gear	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
		new Firehall Furniture/Shelving	\$ -	\$ -	\$ -		
		Security Cameras		\$ 3,000.00			
Total			\$ 25,000.00	\$ 28,000.00	\$ 25,000.00	\$ 725,000.00	\$ 25,000.00
		Fleet - Heavy Duty	\$ 450,000.00	\$ 80,000.00			
5562	Public Works	Streetlights (10 light expansion plan)		\$ 45,000.00			
		Stormwater System	\$ 50,000.00	\$ 10,000.00			
		Heavy Duty Fleet Accessories		\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
		Village Hub - Roadway Development	\$ 125,000.00				
		AFO Greenspace Equipment		\$ 10,000.00			
Total			\$ 625,000.00	\$ 170,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
			\$ -	\$ -			
5553	Parks		\$ -				
		Tew Park Phase 3/Voluntourism	\$ -			\$ 25,000.00	
		Boardwalk Extension/Maintenance	\$ 50,000.00			\$ 25,000.00	
		Playground Equipment	\$ -	\$ 25,000.00			
Total			\$ 50,000.00	\$ 25,000.00	\$ -	\$ 50,000.00	\$ -
			\$ -				
5552	Recreation Center		\$ -				
		Aquatic Center Application	\$ 7,500.00	\$ -	\$ -		
		Aquatic Center Redevelopment	\$ 75,000.00	\$ 289,000.00	\$ -		
		CCTV Upgrades	\$ 45,000.00	\$ 15,000.00	\$ -		
		Arena - Heat Reclaim Assessment	\$ 210,000.00		\$ -		
		Recreation Equipment/Paint	\$ -	\$ 100,000.00	\$ 65,000.00		
		Facility PA System			\$ 50,000.00		
Total			\$ 337,500.00	\$ 404,000.00	\$ 115,000.00	\$ -	\$ -
			\$ -	\$ -	\$ -		
5574	VIC/Ec Dev		\$ -	\$ -	\$ -		
		Telegraph Office	\$ -	\$ 50,000.00	\$ -		
		Heritage Buildings	\$ -	\$ -	\$ -	\$ 100,000.00	
Total			\$ -	\$ 50,000.00	\$ -	\$ 100,000.00	\$ -
			\$ -	\$ -	\$ -		
Cumulative Total			\$ 1,277,500.00	\$ 1,019,500.00	\$ 225,000.00	\$ 1,580,000.00	\$ 60,000.00



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

Cold Weather & Inclement Weather Policy (Draft)

1. Purpose

The purpose of this policy is to provide clear guidance for managing municipal operations and employee attendance during periods of extreme cold or other inclement weather conditions.

The Village of Carmacks recognizes that employee safety is paramount, while also ensuring the continuity of essential municipal services.

2. Scope

This policy applies to all Village of Carmacks employees, including full-time, part-time, casual, term, and contract employees, unless otherwise specified in an employment or service agreement.

3. Definitions

Cold / Inclement Weather: Weather conditions that may pose a safety risk to employees or significantly impact operations, including but not limited to:

- Sustained temperatures of **-40°C or colder** (with or without wind chill)
- Extreme wind chill
- Blizzard conditions
- Freezing rain or other hazardous travel conditions

4. Authority and Decision-Making

The **Chief Administrative Officer (CAO)**, or designate, has the authority to determine operational changes due to cold or inclement weather, including:

- Full or partial closure of municipal facilities
- Reduced or modified services
- Delayed openings or early closures
- Staffing adjustments or rotations

Decisions will be based on weather forecasts, on-site conditions, employee safety, and operational requirements.

5. Essential vs. Non-Essential Services

Essential Services may include, but are not limited to:

- Emergency shelter operations (e.g., Recreation Centre)
- Critical Public Works services
- Emergency response or standby operations

Employees assigned to essential services may be required to report to work, subject to safety considerations and transportation availability.

Non-Essential Services may be reduced or temporarily suspended during extreme weather events when safe operation cannot be reasonably maintained.



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6. Operational Adjustments

During periods of extreme cold, the Village may implement operational measures such as:

- Reduced staffing levels
- Rotational or on-call schedules
- Temporary suspension of outdoor work
- Limiting vehicle usage to reduce equipment strain

Facilities such as recycling and landfill operations may be closed if adequate shelter or safe working conditions cannot be provided. The landfill, in particular, may experience colder conditions than the village core and will be assessed accordingly.

7. Employee Attendance and Safety

Employee safety is the Village's primary concern. Employees are expected to use reasonable judgment when determining their ability to safely travel to and from work.

Employees unable to report to work due to weather conditions must notify their supervisor as soon as reasonably possible.

8. Pay and Leave Provisions

Where an employee is unable to report to work due to cold or inclement weather:

- Employees may use accrued vacation, banked time, or other approved leave.
- Where operationally feasible, employees may be permitted to make up missed time.
- In cases where services are suspended at the direction of the Village, leave arrangements will be determined by Administration on a case-by-case basis.

Non-essential services that are closed due to weather may not automatically result in paid leave unless otherwise approved.

9. Contractors

Contractors and service providers are governed by the terms of their individual contracts. In the absence of weather-related provisions, payments and service expectations will be assessed based on work completed and safety considerations.

10. Communication

The Village will make reasonable efforts to communicate weather-related operational decisions to employees in a timely manner using available methods (email, phone, text or social media).

11. Review

This policy will be reviewed periodically and updated as required to reflect operational experience, legislative changes, and best practices.

Approved by: Council, Village of Carmacks

Effective Date: TBD

Review Date: TBD