

**Village of Carmacks Council**

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

---

**Agenda 26-05****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, March 3<sup>rd</sup>, 2026**

**Zoom Information:** Meeting ID: **833 7117 5331** Passcode: **662543**

---

**Agenda**

1. **Call to Order**
2. **Adoption of Agenda** *Motion to Approve*
3. **Adoption of Minutes**
  - 3.1 Regular Meeting of February 17<sup>th</sup>, 2026 *Motion to Approve*
4. **Delegation**
  - 4.1 RCMP
5. **Correspondence**
  - 5.1 None
6. **Reports**
  - 6.1 Council Activity Reports
  - 6.2 Mayor's Report
  - 6.3 CAO Report
  - 6.4 Finance Report
  - 6.5 PW Report
  - 6.6 Bylaw Report
  - 6.7 Association of Yukon Communities (AYC)
7. **Bylaws**
  - None
8. **New and Unfinished Business**
  - 8.1 HAF Project (Update - CAO)
  - 8.2 PW Truck Replacement (Recommendation - PW)
  - 8.3 Compost Program & Closed-Loop Waste Management System (Update - CAO)
  - 8.4 Amendment to Provisional Budget (Update – Finance) *Motion to Approve*
  - 8.5 Snow dumping (Discussion)
  - 8.6 YG Briefing (Update - CAO)
9. **Question Period**
10. **In-Camera Session** *(Motion to go in and out of session with recorded times)*
  - No items identified.
11. **Adjournment**

**MINUTES FROM THE REGULAR MEETING OF THE COUNCIL FOR THE  
VILLAGE OF CARMACKS ON February 17th, 2026, IN THE MUNICIPAL COUNCIL  
CHAMBERS**

**PRESENT:** Mayor: J. Lachance

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

Staff: CAO B. Rogers, P. Singh

Regrets: RCMP Delegation

Delegation: Micheal Ukrainetz

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 an item under section 8 Finished and unfinished business as 8.6.

**26-04-01 M/S Councillors H. Belanger / D. Hansen motioned that the agenda be accepted as amended.**

**CARRIED**

**3. MINUTES:**

3.1 From the regular council meeting on January 6<sup>th</sup>, 2026

**26-04-02 M/S Councillors D. Hansen / T. Wheeler motioned that the minutes be accepted as presented.**

**CARRIED**

**4. DELEGATION**

**4.1. RCMP Monthly Report**

RCMP were scheduled to attend as a delegation but were unable to do so. The January monthly RCMP report was provided to Council for information.

**4.2. Yukon Government, Department of Community Services Michael Ukrainetz,  
Senior Project Manager**

**a) Waste Scales Project — Status & Next Steps**

- Update: Michael advised the waste scales project is largely complete and in the wrap-up stage. Starlink is installed and training has begun/been arranged.
- Software/Training: Council raised the outstanding issue of software needed to communicate with the scale system. Michael indicated the software/training is

handled through Avery once internet is active and understood the software purchase requirement is satisfied.

- Permitting/Occupancy: Council noted a remaining item is the building inspector visit and related paperwork for occupancy/permit sign-off. Michael indicated this is being handled and is imminent.
- Data connection / future servicing: Council asked about longer-term data/fibre servicing to the landfill side and implications for future development on that side of the highway. Michael was unsure which infrastructure owner(s) apply (Total North / Northwestel, etc.) and committed to follow up with Dave regarding infrastructure ownership and options.

Action items:

- Michael to follow up with Dave on data/fibre infrastructure ownership and options to support the scales and future development.
- Council/staff to coordinate remaining inspection and paperwork needed for occupancy/permit completion.

#### **b) Public Works Building — Tender Plan, Budget, and Funding Timeline**

- Tender readiness: Michael advised tender/RFP documents are prepared based on previous Council direction.
- Approach change: A previous new build tender came in over budget; the project has pivoted toward a retrofit of the existing building (multi-bay concept).
- Funding: Funding is tied to the Fire Hall project and requires updated implementation/approval documentation (dates and related details). Michael stated Canada approval to pivot to retrofit is in place; documents/letters are being finalized.
- Schedule target: Anticipated tender in March, award in April, and construction to start as soon as possible if pricing comes back within budget.
- Budget context: Michael noted remaining funding in the ~\$3.7M–\$3.8M range (before design/admin/other costs), with hoped-for construction pricing approximately \$2.9M–\$3.1M.
- Sunset constraint: Michael flagged the funding sunsets at the end of Fiscal 2027, leaving a limited construction/closeout window. Working backward from sunset, a substantial completion target was described as late summer next year, with final closeouts in fall.

Key discussion points:

- Council asked whether a simpler “hangar-style” heated structure could be pursued if retrofit pricing is not feasible. Michael advised that would likely require a different funding approach and would not fit easily under the current agreement.

Action items:

- Continue internal approvals and finalize tender package updates.
- Proceed to tender as planned, monitoring schedule risk due to funding sunset.

**c) Lagoon / Wastewater Disposal — Status, Costs, Licensing, Interim Options**

- Status: Conceptual design is complete and the community has accepted the general location; the major outstanding issue is a property matter involving Little Salmon (YG negotiations delayed by elections).
- Residential land concern: Council reiterated concerns that the proposed lagoon area could be suitable for residential development. Michael commented that suitability for lagoon doesn't automatically mean suitability for housing foundations; noted soil considerations and referenced prior studies in the area.
- Expenditures to date: Michael estimated existing work (Geotech/exploration, monitoring, early design) is approximately ~\$750k plus design work; final design could be \$1.0M–\$1.3M. Construction cost estimates previously discussed ranged roughly \$15M–\$20M+ depending on options and escalation.
- Ownership/servicing questions: Council raised ongoing concerns about who ultimately owns and operates the infrastructure (Village vs LSCFN vs YG), and the long-term O&M burden.
- Interim approach — assessment request: Council requested exploring a third-party operational assessment (experienced operator, not only engineers) to evaluate:
  - Recommissioning/retrofitting the existing wastewater facility,
  - Potential conversion to a lift station,
  - Interim actions to address the unsanctioned pit and compliance risks.
- Existing plant upgrade costs: Michael reported prior reviews indicated costs can escalate quickly:
  - Initial rough numbers in the \$750k–\$900k range were discussed historically,
  - A more complete “bring to code / capacity / expansion” scope was estimated around \$3M and still wouldn't resolve capacity/infiltration constraints.
- Capacity & infiltration: Michael noted major flooding years (2021–2022) created capacity issues and emergency discharge conditions; Council noted culvert work and requested updated assessment using new data.
- Sludge handling: Council discussed sludge handling frequency (generally annual/periodic, not daily), including options for offsite disposal (e.g., Whitehorse).
- Water license confusion: Council noted inspection comments suggesting the sewage pit was tied to the municipal water license. An email summary referenced during the meeting indicated:

- The Village has an active wastewater license for the treatment plant, expiring Dec. 31, 2028,
  - No obvious reference to the sewage pit in that license,
  - Pit/lagoon ownership appears to be YG-held based on available records/correspondence.
- Michael agreed to review/confirm and help clarify the discrepancy (including with Environmental Health/WSP inspection processes).

Action items:

- Michael to review/confirm how the pit/lagoon relates to licensing and inspection findings; help clarify mismatch with Environmental Health/WSP.
- Council/staff to consider commissioning an operator-focused assessment of the wastewater facility and interim options (cost/funding pathway to be explored).

**d) DMAF / Flood Mitigation Project — Communications, Engagement, and Sequencing**

- Background: Michael advised that project documents (conceptual design, outcomes, schedules) were previously provided to prior staff/council leadership. He could not fully speak to earlier history before he and Dave became involved.
- Funding context: DMAF work accelerated following major flood years (2021–2022). Carmacks is described as the only community Michael is aware of that received DMAF contribution funding (with another approval mentioned in wildfire context).
- Engagement concern: Council emphasized a disconnect in community understanding—impacts to private property, wells, driveways, and how decisions were made. Michael agreed that improved engagement is needed and said Stantec’s contract includes public engagement session(s).
- Eligibility limits: Michael stated individual residences may not be directly eligible under funding rules; focus is on critical/public infrastructure (downtown core, access/egress routes, emergency routes, etc.).
- Project sequencing idea: Michael discussed potentially sequencing work by splitting regulatory applications between Village side and Little Salmon side to reduce impacts and potentially start work earlier where possible.
- Timing: Michael anticipated renewed engagement work around March, noting earlier plans were delayed by elections.

Action items:

- Develop/execute a communications and engagement plan with Stantec/YG so residents understand scope, timing, and property-related questions.
- Continue coordination with Little Salmon and the Village on working group engagement and sequencing strategy.

### **Fibre/Utility Locates — Drill Program Precautions**

- Council asked about precautions to avoid cutting fibre along River Drive during Geotech drilling.
- Michael stated he has contacted Total North for locates and acknowledged known issues where locates have been inaccurate in past projects.
- Duration of drill program was described as short (Michael to confirm exact duration; referenced as potentially one day / limited hours).

#### Action items:

- Ensure locates are completed and documented before drilling begins; confirm drill schedule/duration.

### **e) Arena Project — Outstanding Issues**

- Michael stated the main issue is ventilation/code compliance, tied back to original design.
- Humidity testing showed higher humidity only for a limited number of days annually; ventilation/code remains the focus.
- Additional items were noted by Council as still being managed: heating, plumbing, building envelope matters.
- Council thanked Michael/YG for prior support (referenced \$20,000 for heating/boilers)

Council thanked Michael for attending and requested that questions arising from Council/staff/community be forwarded to him (via Jenna/Arbor) so they can be addressed. Michael advised he would pass greetings to David.

## **5. Correspondence**

**None.**

## **6. Reports**

### **6.1 Council Activity Reports**

Councillor D. Hansen has nothing to report.

Councillor D. Mitchell reported that he attended and observed part of the recent hockey tournament, noting that it was very well organized and enjoyable to watch. He commended those involved in coordinating the event. Councillor Mitchell advised that due to family matters that arose, he was unable to remain for the full duration of the tournament.

Councillor H. Belanger reported that she stopped by the arena during the recent hockey tournament to show her support and see how the event was progressing. She advised that aside from that, she has been focused on work commitments.

Councillor T. Wheeler reported that, in her role as Chair of the Carmacks Campus Committee, she met with Yukon University's Acting President and Executive and met again with the Acting President earlier today while in the community. She noted that the posting for the Yukon University Campus Coordinator/Manager position closes on February 23rd and encouraged anyone interested to apply, as they are hoping to attract a strong candidate.

Councillor Wheeler also attended the recent event at the recreation center where she participated in karaoke and appreciated the opportunity to connect with residents. She shared that a community member raised concerns about a perceived slowdown in evening recreation activities, noting that in the past there were events such as laser tag and other drop-in activities. She indicated there is interest in seeing more evening recreational programming beyond the fitness center.

## **6.2 Mayor's Report**

Mayor Lachance extended appreciation to everyone involved in the recent hockey tournament and curling events, including sponsors, volunteers, players, organizers, and community members. He noted that the strong level of participation and support over the past several weeks has been encouraging to see and reflect positively on the community.

Mayor also attended a Yukon University lunch and learn alongside Councillor Wheeler. He shared that it was good to reconnect with familiar faces and hear questions about the community's needs and opportunities. Discussions included the types of courses and supports Yukon University may be able to provide locally.

In addition, the mayor reported that he continues to work daily with youth in the community and expressed that it is a pleasure to see their growth and development.

## **6.3 CAO Report**

CAO Blake Rogers reported that his first weeks have focused on orientation, including one-on-one meetings with department heads and staff, introductions to key partners, and familiarization with major projects and Village systems. He met with Community Advisor on February 5 and with the LSCFN Executive Director on February 13 to discuss collaboration, including DMAF and joint council matters.

He attended the Sustainable Communities Forum (February 11–12), where discussions included wildfire risk reduction funding and partnership opportunities, and connected with other CAOs across Yukon.

Financial updates included an emergency recreation center elevator repair estimated at approximately \$17,000. Offsetting this, Recreation received \$21,000 in funding for an Elders bus trip and \$4,500 in cost recovery from the Rugged Apprenticeship Program.

#### **6.4. Association of Yukon Communities Report**

Councillor Wheeler reported that the next AYC Board meeting is scheduled for March 7 and will be held virtually via Zoom as an all-day session.

She advised that the deadline for submitting resolutions to AYC is mid-March and noted that there is still time for Council to consider bringing forward any resolutions. A resolution committee meeting is anticipated around February 20 to review potential submissions.

### **7. Bylaws**

#### **7.1 Civic Addressing Bylaw 301-24 Addition of New Addresses**

**26-04-03 M/S Councillors T. Wheeler/ D. Hansen motioned to approve 9 new addresses to Bylaw 301-24 – Civic Addressing Bylaw.**

**CARRIED**

### **8. New and Unfinished Business**

#### **8.1 VoC Strategic Planning Session — Confirmation of Interest/Availability**

CAO informed council that Jordan Stackhouse from Elevator Yukon is seeking confirmation that Council still wishes to proceed with a strategic planning session, originally discussed in late 2025, focused on priorities and future direction including reviewing the OCP. Jordan recommended a two-day, in-person session including some training components, potentially in March.

Council discussed timing around March break and other commitments. Council confirmed interest remains and requested Administration circulate a date availability poll, with likely timing late March or early April, and a preference to complete before mid-April.

#### **8.2 Scotiabank Investing — Update and Recommendations**

Finance Officer provided an update on investment options discussed with the Village's financial advisor, noting the Village is in good standing and could earn higher interest by investing available funds while maintaining access to cash for emergencies.

**26-04-04 M/S Councillors T. Wheeler/ D. Hansen motioned to approve Administration's recommended long-term investment strategy with Scotiabank, including a \$500,000 two-year non-redeemable term, a**

**\$100,000 thirteen-month non-redeemable term, and a \$100,000 cashable term investment.**

**CARRIED**

### **8.3 Replacement of Public Works Vehicles — Update and Recommendations**

Administration advised that an older Public Works vehicle is showing significant recurring mechanical issues, with immediate repairs estimated at approximately \$7,500 and additional concerns identified suspension, tires, leaks, and repeated repairs.

Council reviewed replacement options, including financing through Ford and alternative procurement through Driving Force. Council discussed concerns regarding leasing limits, used versus new vehicle risk, and whether a leased vehicle could be fitted with existing attachments.

Administration noted the need to confirm lease terms for attachments and emphasized separating “working” vehicles such as plough/sander equipped from general passenger/service vehicles in the asset plan.

Council directed Administration to bring back additional details, pricing, budget impacts/deficit, and lease conditions for consideration at the next Council meeting.

### **8.4 Joint Council Meeting — Date Confirmation**

Council reviewed two proposed dates provided by LSCFN and selected March 11, 2025 5:00 p.m. at New Fire Hall for the Joint Council Meeting.

### **8.5 CAMA / FCM Conferences — Confirmation of Participation**

Council confirmed that CAO B. Rogers and Municipal Clerk P. Singh will attend the CAMA Conference in Whistler.

For FCM, Council confirmed that two members of Council will attend, with Councillor Helena Belanger confirmed as one delegate and the second attendee to be confirmed and coordinated later.

### **8.6 Minister of Community Services Meeting — Update**

CAO informed council that previously proposed February 25 minister meeting is postponed due to scheduling conflicts and upcoming legislative session timelines. CAO proposed arranging an interim Zoom meeting with Minister Bellmore and potentially Minister of Education Scott Kent as well before session, followed by an in-person meeting after session April/May timeframe. Council expressed support for a remote meeting and preference to include both Ministers if possible. CAO will follow up with the Ministers' offices.

**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.

**26-04-05 M/S Councillors D. Hansen motioned to go into In-Camera at 8:43 PM.**

**26-04-06 M/S Councillor D. Hansen motioned to go out of In-Camera at 9:21 PM.**

**11. ADJOURNMENT**

**26-04-07 M/S Councillor H. Belanger motioned to adjourn the meeting at 9:21 PM.**

Mayor J. Lachance adjourned the meeting at 9:21 PM.

---

Mayor J. Lachance

---

Municipal Clerk Parminder Singh



# **MONTHLY MAYOR'S / CHIEF'S POLICING REPORT January 2026**

## **Carmacks Detachment “M” Division Yukon**



Royal Canadian Mounted Police Gendarmerie royale du Canada

Canada

<b>OCCURRENCES</b>	<b><u>January 2026</u></b>	<b>Year to Date 2026</b>	<b><u>January 2025</u></b>	<b>Year to Date 2025</b>
Assaults (All Categories)	1	1	2	2
Assistance/Suspicious Occurrence	4	4	3	3
Break and Enters	1	1	0	0
Cause Disturbance / Mischief/Breach of Peace	12	12	9	9
Drugs (all categories)	0	0	1	1
Fail to comply with conditions	1	1	1	1
False Alarms	3	3	1	1
Impaired Driving	2	2	2	2
Liquor Act	1	1	0	0
Mental Health Act	1	1	1	1
Missing Persons/Requests to Locate	0	0	0	0
Sexual Assault	0	0	1	1
Thefts (all categories)	1	1	1	1
Traffic (Speeding/Prohibited driver/etc.)	2	2	2	2
Uttering Threats	2	2	1	1
Vehicle Collisions	6	6	4	4
Wellbeing check	3	3	2	2
Other	3	3	6	6
<b>Total Calls for Service</b>	<b>43</b>	<b>43</b>	<b>37</b>	<b>37</b>

Service Calls Involving Alcohol	20	20	13	13
Prisoners held locally	2	2	4	4

**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.**

**Village of Carmacks****CAO Report****Date: Feb. 27, 2026****To:** Mayor and Council**From:** Blake Rogers, Chief Administrative Officer (CAO)

---

**Important Dates/Events**

- **Meeting with Minister Bellmore:** March 11, 2026 (Proposed)
- **Next Regular Council Meeting:** March 17, 2026

---

**Orientation to CAO role**

- Familiarization with key projects, files, and systems
- Correspondence with residents on various topics relating to the community

---

**Meetings & Correspondence**

- Meeting with all Department heads (Feb. 18)
- Call with LSCFN Executive Director (Feb. 19)
- In-person meeting with Yukon Department of Community Services (Feb. 26)
- In-person meeting with Scotiabank Senior Advisor (Feb. 26)
- In-person meeting with RCMP (Feb. 27)
- Weigh-scale inspection/review with Public Works, YG, and Castlerock (Feb. 27)

---

**Arctic Security Forum (Feb. 24-25)**

- Key information obtained re: identified threats and opportunities, potential partnerships
  - Networking with representatives from industry, government, and educational institutions
-

## **Finance and Administration Report – February 2026**

### **1. Expenditure Summary**

The Expenditure Summary Report for February 2026 is attached for Council's review. Bank reconciliations for the month will be completed once statements are ready.

### **2. Income Statement**

The Income Statement covering the period from January 1 to February 28, 2026, is attached for Council's review and consideration.

### **3. Audit**

The interim audit is currently underway. Supporting documentation is being submitted on an ongoing basis, with materials provided almost daily.

### **4. Tax Lien Summary**

The TL2 notice was published in the *Yukon News* on February 13, 2026, and posted on the notice board at the Village Office Building. Since publication, two property owners have made payments. There are currently four property owners remaining in arrears.

### **5. Housing Accelerator Fund (HAF)**

The Village has been approved for the third installment of Housing Accelerator Fund (HAF) funding. The funds are expected to be received within the next few days.

### **6. Point of Sale (POS) System Upgrade**

Administration is proposing to replace the current POS system with Lightspeed, as the system implemented last year has not met operational requirements.

Lightspeed offers improved functionality and integration with the Recreation booking software, which will streamline processes and eliminate third-party integration fees. The upgrade will improve efficiency, reporting, and customer service while reducing ongoing costs.

---

**Should Council require further details or clarification on any of the items outlined above, please do not hesitate to contact Administration.**

Annette Wylimczyk  
Finance Officer

<b>Village of Carmacks</b>				
<b>Income Statement 2026-01-01 to 2026-02-28</b>				
<b>REVENUE</b>		<b>EXPENSE</b>		
<b>Revenue</b>		<b>Expenses</b>		
Tax Revenue - General	-53.50	Indemnities		11,317.18
Total Tax Revenue		-53.50	Salaries Full Time	166,819.32
Interest Income	3,374.67	Salaries Part time		10,750.84
Administration revenue other	10.00	Salaries Student		3,460.71
Recreation Revenue	4,207.69	WCB		2,469.42
Concession Revenue	117.14	Travel		1,160.87
Arena Revenue	3,649.50	Per Diem		2,060.00
Public Works Revenue	150.00	Overtime		2,136.54
Recycling Revenue	2,940.66	Standby Pay		520.00
Landfill Revenue	4,976.01	RSP Employer Portion		7,850.43
Sewer Revenue	36,835.68	Group Ins. Employer Portion		6,126.40
Business Licence Fees	1,505.00	CPP Employer Portion		10,669.41
Animal Control Fees	25.00	EI Employer Portion		4,191.72
Permit Fees	50.00	Janitorial expense		1,073.19
Building rentals	34,151.05	Office Supplies		335.55
Total Other Revenues		91,992.40	Supplies	3,872.96
CCBF Funding	11,333.62	Training		1,902.40
Total Grant Revenue		11,333.62	Memberships	9,810.29
Funding - Federal	10,000.00	Service, bank, and late charges		923.15
Funding - YTG	24,176.00	Advertising		12.79
Total Funding		34,176.00	Elections	2,730.88
<b>Total Revenue</b>		137,448.52	Telephone/Internet/Cell	3,975.42
			Heating Fuel	46,585.41
<b>TOTAL REVENUE</b>		137,448.52	Electricity	53,078.69
			Repairs and Maintenance	10,313.52
			Testing	8,484.30
			Security	1,304.82
			Insurance	10,324.00
			Professional Fees	41,802.00
			Vehicle Expenses	6,401.92
			Vehicle Fuel	6,457.85
			Licences, Dues and Fees	572.46
			Meeting Expenses	243.37
			CMHC-HAF Funding	40,000.00
			Street Lights	2,191.47
			Road Maintenance	4,042.15
			Small Tools & Equipment	303.32
			Animal Control	29.48
			Landfill Maintenance	2,268.23
			Rec Board Grants	821.17
			Funded Programs	3,998.60
			Events	224.72
			Concession	698.57
			<b>Total General &amp; Admin. Expenses</b>	494,315.52
			<b>TOTAL EXPENSE</b>	494,315.52
<b>Generated On: 2026-02-27</b>				
			<b>NET INCOME</b>	-356,867.00

**Village of Carmacks**  
**Public Works GM Report**  
**Date: Feb. 27, 2026**

**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:** Operating within normal parameters with no reported issues.
  - **Recreation Building:** Open for scheduled activities and continuing normal operations.
- 

**Landfill**

- **Operations:** The new attendant shed has successfully completed its final inspection.
- 

**Collection System**

- **Status:** Operating within normal parameters with no reported concerns.
- 

**Duplex**

- **System Functionality:** Operating within normal parameters with no reported issues.
-

**Equipment**

- **Condition:** The equipment (Kubota) that had broken down was fixed in-house.
- 

**Recycling Facility**

**Operations:** Sorting, shredding, and baling systems are partly operational. The furnace was repaired.

---

**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 operational concerns at this time. The Operations and Maintenance manuals were received from the Yukon Government on February 27, three years after the building was assumed under municipal responsibility.
- 

**Administrative Building**

- **Facility Status:** All systems and services are operating as expected
- 

**Public Works Shop**

- **Facility Status:** Equipment and processes are back to normal.
- 

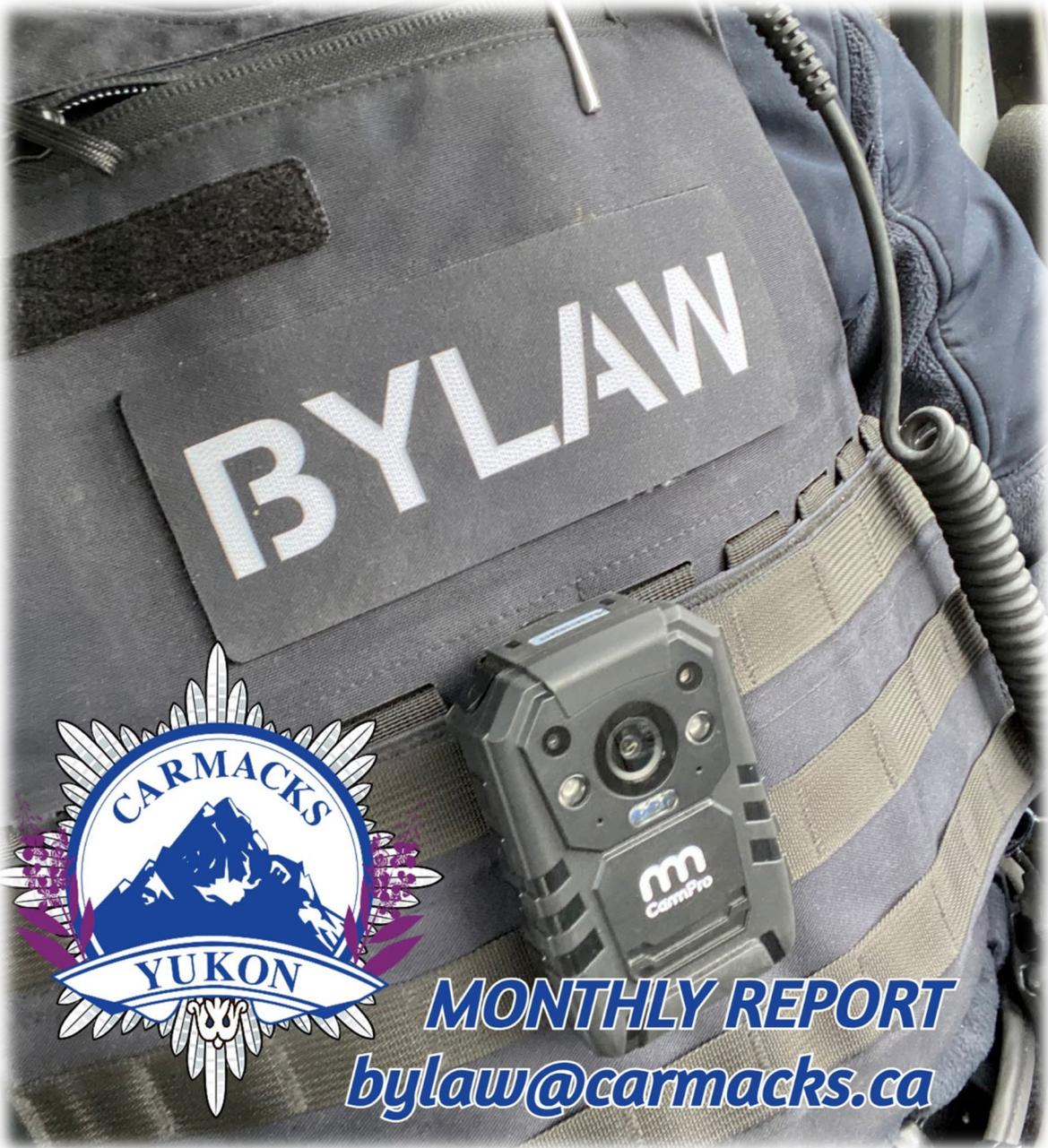
**Streets**

- **Status:** We are doing snow clearing and sanding.
- 

**Fleet**

- As requested by Council at the previous meeting, quotes were obtained from two additional dealerships. These quotations are included in the agenda package for review.

- Sincerely,  
Jens Wylimczyk  
Public Works General Manager



**MONTHLY REPORT**  
**[bylaw@carmacks.ca](mailto:bylaw@carmacks.ca)**



# MUNICIPAL BYLAW ENFORCEMENT

## Bylaw Constable’s Report Monthly Report

February 2026

### Summary of Activities

Occurrences	February 2026	Year to Date 2026	Details
Dogs at Large	6	13	Dogs Caught in Village, Municipal Roadways and one on the Highway  One complaint regarding Dog Chasing Vehicles on LSCFN Settlement Land.
Aggressive Dog Complaints	0	1	Received no aggressive dog complaints
Traffic Bylaw Violations	1	3	One complaint regarding vehicle on Municipal Roadway with Snow-Chains
Assist RCMP	1	1	Assisted RCMP on Klondike Highway

Occurrences	February 2026	Year to Date 2026	Details
Public Encounters	4	6	Received inquires from members of the Community regarding Dog Surrenders.
Open Space Infractions	1	1	Received a complaint regarding snow-dumping in Merv Tew Park

**Highlights**

**Animal Control:**

Coordinated with the Conservation Officer regarding Animal Control concerns. Responded to multiple public inquiries relating to voluntary dog surrender.

**Traffic:**

Assisted RCMP with a motor vehicle incident on the highway within municipal limits. Provided scene safety support, directed traffic, and facilitated vehicle recovery to ensure safe roadway clearance.

**Community Safety:**

Provided presence at the Recreation Centre in support of alcohol control measures to maintain a safe public environment.







(867) 668-3399

191 Range Rd • Whitehorse, YT  
www.klondikechev.ca

PURCHASER INFORMATION					
Village Of Carmacks	21617	7109	February 25, 2026		
NAME	STOCK NUMBER	DEAL NUMBER	DATE		
Box 113	Carmacks	YT	Y0B 1C0		
ADDRESS	CITY	PROVINCE	POSTAL CODE		
[867] 863-6271	[867] 385-1522		publicworks@carmacks.ca	Peter Schwenk	
HOME PHONE	CELL PHONE	WORK PHONE	E-MAIL ADDRESS	SALESPERSON	

NEW VEHICLE INFORMATION						
2026	GMC	Sierra 1500 4WD CREW CAB SLE 3SA	TK10743	5	Brown	1GTUUBED4TZ158208
YEAR	MAKE	MODEL	MODEL CODE	MILEAGE	COLOUR	VIN

TRADE-IN INFORMATION					
YEAR	MAKE	MODEL	MILEAGE	COLOUR	VIN

VEHICLE PRICING - CASH	
Sales Amount	\$77,774.00
Before-Tax Rebates	\$5,000.00 -
Options & Fees	\$1,933.00
GST (5%)	\$3,735.35 +
<b>Total After Tax</b>	<b>\$78,442.35</b>

OPTIONS & FEES	
Arctic Winter Package	\$1,099.00
Documentation Fee	\$699.00
Air Conditioning Tax	\$100.00
Tire Levy	\$35.00
<b>Total</b>	<b>\$1,933.00</b>

CUSTOMER APPROVAL

MANAGEMENT APPROVAL



(867) 668-3399

191 Range Rd • Whitehorse, YT

www.klondikechev.ca

PURCHASER INFORMATION					
Village Of Carmacks		21949	7108	February 25, 2026	
NAME		STOCK NUMBER	DEAL NUMBER	DATE	
Box 113		Carmacks	YT	Y0B 1C0	
ADDRESS		CITY	PROVINCE	POSTAL CODE	
(867) 863-6271	(867) 385-1522		publicworks@carmacks.ca	Peter Schwenk	
HOME PHONE	CELL PHONE	WORK PHONE	E-MAIL ADDRESS	SALESPERSON	

NEW VEHICLE INFORMATION							
2026	Chevrolet	Silverado 1500 4WD CREW CAB CUSTOM TRAIL BOSS 2CX		CK10743	5	Red	3GCUKCED8TG195614
YEAR	MAKE	MODEL		MODEL CODE	MILEAGE	COLOUR	VIN

TRADE-IN INFORMATION					
YEAR	MAKE	MODEL	MILEAGE	COLOUR	VIN

VEHICLE PRICING - CASH	
Sales Amount	\$74,459.00
Before-Tax Rebates	\$5,000.00 -
Options & Fees	\$1,933.00
GST (5%)	\$3,569.60 +
<b>Total After Tax</b>	<b>\$74,961.60</b>

CUSTOMER APPROVAL

MANAGEMENT APPROVAL



(867) 668-3399

191 Range Rd • Whitehorse, YT

www.klondikechev.ca

PURCHASER INFORMATION					
Village Of Carmacks		21880	7107	February 25, 2026	
NAME		STOCK NUMBER	DEAL NUMBER	DATE	
Box 113		Carmacks	YT	Y0B 1C0	
ADDRESS		CITY	PROVINCE	POSTAL CODE	
[867] 863-6271	[867] 385-1522		publicworks@carmacks.ca	Peter Schwenk	
HOME PHONE	CELL PHONE	WORK PHONE	E-MAIL ADDRESS	SALESPERSON	

NEW VEHICLE INFORMATION						
2026	Chevrolet	Silverado 1500 4WD CREW CAB LT 1LT	CK10743	5	Grey	3GCUKDED9TG156990
YEAR	MAKE	MODEL	MODEL CODE	MILEAGE	COLOUR	VIN

TRADE-IN INFORMATION					
YEAR	MAKE	MODEL	MILEAGE	COLOUR	VIN

VEHICLE PRICING - CASH	
Sales Amount	\$75,949.00
Before-Tax Rebates	\$5,000.00 -
Options & Fees	\$1,933.00
GST (5%)	\$3,644.10 +
<b>Total After Tax</b>	<b>\$76,526.10</b>

OPTIONS & FEES	
Arctic Winter Package	\$1,099.00
Documentation Fee	\$699.00
Air Conditioning Tax	\$100.00
Tire Levy	\$35.00
<b>Total</b>	<b>\$1,933.00</b>

CUSTOMER APPROVAL

MANAGEMENT APPROVAL

**METRO CHRYSLER LTD.  
WORKSHEET**

NAME: JENS WYLIMCZYK SALES REP: GEN MANAGER: GEN  
 ADDRESS: \_\_\_\_\_ HOME: \_\_\_\_\_ BUSINESS: \_\_\_\_\_  
ON FILE CELL: ON FILE FAX: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_ STOCK# \_\_\_\_\_  
 VIN#: \_\_\_\_\_ ODOMETER: \_\_\_\_\_ DATE: \_\_\_\_\_

M.S.R.P.	TRADE
2025 RAM 1500 BIG HORN	
CASH DOWN	PAYMENT
	B/W -96 - 4139 -CASH - 71,901.90
	LEASE 60 - Month 620 - B/W 1233 - Due ON DELIVERY

SALES REP: \_\_\_\_\_ CUSTOMER APPROVAL: \_\_\_\_\_ DEALER APPROVAL: \_\_\_\_\_

**Prepared by Balance BioGas (BBG)**

February 27, 2026

**Village of Carmacks – Council Briefing Note****Compost Program Update**

On February 11, 2026, BBG visited the Carmacks Solid Waste Facility (SWF) for three primary reasons:

1. Monitor the current compost pile for biological activity,
  2. Quantify approximate tonnage of organics dropped off since compost operations began, and
  3. Collect site data on the existing Recycling Centre and Attendant Shack for inclusion in the detailed engineering design drawings being completed with CSL Mechanical.
- 

**Organics Volumes**

Based on the site visit, it is estimated that approximately 450 kilograms of organics have been delivered to the SWF since compost operations began in October 2025 (approximately four months of operation). Using that tonnage as a baseline and estimating that volumes will increase during the summer months and as community buy-in increases, projected annual household organics generation is estimated between 2 and 5 tonnes per year.

---

**Operational Observations – February 11 Site Visit****Positive Observations**

- The public compost bin has been emptied approximately 3–4 times since launch, totalling 450 kg to date.
- The active pile has been turned and is well mixed.
- 60+ household compost bins have been distributed to residents to date.
- The compost pile is currently frozen and odor-free, which is expected under winter conditions.
- The electric fence is working as it should and there is no evidence of wildlife access to the compost area.

Overall, winter operations are stable and controlled.

---

**Items Requiring Operational Adjustment**

The following items should be addressed prior to spring thaw (April) and increased seasonal volumes to ensure alignment with the Compost Management Plan (CMP):

### **1. Signage Installation**

Permanent compost signage has not yet been installed. Sign proofs and quotes were shared prior to program launch in October. Signage is important for contamination control and public clarity.

### **2. Temperature Monitoring Probe and Documentation**

No formal temperature monitoring has been completed to date. A compost temperature probe has not been purchased and is not available for use in the compost tent (these can be bought on Amazon for \$30). While this is not required during frozen winter conditions, weekly temperature monitoring should begin in early spring in accordance with CMP requirements. A weekly temperature monitoring logbook should be kept inside the tent to allow for adequate recordkeeping (which is a requirement for annual reporting).

### **3. Bin Distribution Documentation**

Bin distribution tracking documentation was not provided or discussed during the visit. Maintaining distribution records supports reporting and participation tracking.

### **4. Winter Storage of Compost Bins**

Recommendation prior to program launch was to store compost bins inside the Recycling Centre during winter months. Bins are currently stored outdoors, resulting in frozen bins and public inconvenience. Indoor winter storage is suggested if recycling centre operators are comfortable with that.

### **5. Wood Chip Quality and Supply**

- The current wood chips are too coarse for optimal compost integration. Finer chips are required to achieve proper compost structure and produce usable compost material.
- Wood chip inventory is nearly depleted and must be replenished before spring operations resume.

### **6. Compost Tent Garage Door**

The compost tent garage door was struck by equipment earlier in the fall. While functional, access is slightly restricted. Repairs are recommended to prevent operational challenges.

### **7. Compost Management Plan**

As part of CMP requirements, a copy of the CMP must be kept inside the tent at all times. A printed, bound copy the CMP should be put in the tent.

---

## **Engineering Design Project Update**

BBG continues to collaborate with CSL Mechanical on the detailed engineering design work for the Carmacks waste-to-energy pilot project

Design work completed to date includes:

- Technology review and site survey
- Mass Energy Balance calculations
- Process Flow Diagram
- Piping and Instrumentation Diagram

Final deliverables scheduled prior to project completion include overview drawings of the integrated facility and detailed drawings for the district heating system.

---

### **Recommendations**

1. Adjust compost operations as required to meet the Compost Management Plan prior to spring thaw.
2. BBG is available to meet with Council and Administration at their convenience should they wish to discuss long-term program management and future commercial integration opportunities.

## Village of Carmacks

### Community Compost Program Summary

Between 2024 and 2025, the Village of Carmacks entered into three agreements with Balance BioGas (BBG) to implement a Community Compost Program in Carmacks. The scope of work in these three agreements included, the facility design, community engagement and advertising, building material sourcing and procurement, construction of infrastructure, meeting with regulators, preparation of management plans, and onsite training of public works staff.

---

#### 1. April 10, 2024 – Organics Consulting Agreement

**Scope:**

- Compost Collection Area Technical Memo
- Organics education brochure
- Compost Collection Area site plan
- Regulatory and permitting review

**Cost:**

**\$15,000 (plus GST)**

This agreement established the technical design, layout, and regulatory foundation for the compost program.

---

#### 2. July 9, 2024 – Compost Bin Supply & Drop-Off Design

**Scope (compost-only components):**

- Supply of 300 household compost bins with custom VoC branding and contamination guidance stickers
- Bin distribution event coordination
- Design of 6-yard public compost drop-off bin
- Design of long-term compost storage area

**Cost (compost portion only):**

**\$8,625 (plus GST)**

This provided the physical tools and infrastructure design needed for program rollout.

---

#### 3. March 6, 2025 – Compost Program Implementation Agreement

**Scope (compost-only portion):**

- Public engagement sessions
  - June 17, 2025 – Community Centre (9 attendees)
  - September 11, 2025 – Carmacks SWF (20+ attendees)
- Household bin distribution event held on-site at the Carmacks SWF
  - September 11, 2025 – 20+ bins distributed during the day
- Construction of 30' x 40' compost tent completed in August, in collaboration with VoC public works staff
- Development of Compost Management Plan (CMP) completed in Oct that included operations manual, and monitoring and reporting framework.
- On-site training of VoC public works staff prior to program launch
- Design of compost program signage

**Cost (compost portion only):**  
**\$17,590 (plus GST)**

This agreement transitioned the project from planning to full implementation and operational compliance.

---

**Total Compost Program Development & Startup Investment**

**\$41,215 (plus GST)**

---

**Summary**

The Village invested \$41,215 (plus GST) to hire BBG to perform the following services:

- Perform a regulatory and permitting review for compost program operations
- Design the compost collection system, including household bins, public drop off, compost tent, operational process, monitoring and reporting framework.
- Purchase and distribute household compost bins
- Conduct two public engagement sessions
- Construct compost program infrastructure
- Develop a Compost Management Plan and Operational Plan
- Train VoC public works staff on compost operations and management.



**Building and Safety Standards Branch**  
**2251B 2<sup>nd</sup> Ave.**  
**Whitehorse, Yukon**  
**Y1A 5W1**

Date: September 3<sup>rd</sup>, 2025

**Notice of Revocation of Permit # 2024-0055-E Pursuant to the Electrical Protection Act, R.S.Y. 2002 c. 3**

---

Village of Carmacks  
143 River Drive  
Carmacks, Yukon  
Y0B 1C0

This letter is notification of the revocation of CDN Power Pac's permit # 2024-0055-E to disconnect existing boilers and pumps, reconnect new, and install basic controls at 143 River Drive in Carmacks, Yukon.

Our authority for doing so is section 15(1)(a)(c)(k) of the *Electrical Protection Act* ("the Act"):

*15(1) If,*

*(a) the holder of an approval, licence, or permit has contravened any provision of this Act or the regulations in their operations as an electrical contractor;*

*(c) an approval, licence, or permit has been used for an improper or fraudulent purpose;*

*(k) the holder of an approval, licence, or permit has demonstrated gross incompetence or untrustworthiness in carrying on the business of electrical contracting,*

*an inspector may suspend or revoke the approval, licence, or permit or may refuse to grant or renew the approval, licence, or permit.*

Pursuant to section 15(2) of the Act, we are required to provide you with the reason for the revocation in writing.

In October 2023, CDN Power Pac was issued an Electrical Contractor's Licence and electrical permit for 143 River Drive.

On April 25<sup>th</sup>, 2025, after receiving emails and photos from Ryfan Inc. employees, an email was sent to CDN Power Pac cautioning that only CDN Power Pac employees can work under their permits.

From the *Electrical Protection Act*:

*13 Contractor must have valid licence*

*(1) No person shall make an electrical installation or install electrical equipment or advertise or hold themselves out as a contractor unless they hold a valid and subsisting licence issued under section 14.*

*23 Licences non-transferable*

*Licences shall be non-transferable and no licence holder shall permit their licence to be used or displayed by any other person other than the holder's employee.*

On August 22, 2025, it was confirmed that the work on this project was carried out by Ryfan Inc. employees, and not staff directly employed by Canadian Power Pac.

**A Yukon licensed electrical contractor will need to obtain their own electrical permit for the project before September 19<sup>th</sup>, 2025.**

That contractor will need to thoroughly evaluate the existing installation and make changes as needed to ensure the installation follows the Canadian Electrical Code. Any remaining work on the project will need to be completed by the contractor.

Once the contractor has obtained a permit, we may need to set a timeline for the completion of the work.

Regards,



**Logan Collins**

Chief Electrical Inspector

Community Services | Building Safety

T 867-667-5485 | C 867-332-4825 | Yukon.ca

**Arcrite Northern Ltd.**



105 Platinum Road  
 Whitehorse, Yukon  
 Y1A 5M3  
 Phone (867) 668-3053 Fax (867) 667-4301

controls@arcritenorthern.com

**Quote**

Date	Quote Number
18/02/2026	2026-02-18

<b>Name/Address</b>
Attn: Jens Village of Carmacks - PW

Page | 1

PO No.	Terms	Rep	Pref Carrier	PC Acct#	FOB	Job#	Project/Job	
	Net 30						Carmacks Boiler Re	
Item	Description					Quantity	Cost	Total
Labor	<ul style="list-style-type: none"> <li>• transportation for one half trip Whitehorse to Carmacks</li> <li>• demolition and repair of existing installation to local codes</li> <li>• installation /testing/configuration and commissioning</li> <li>• client training session and emergency operation instructions</li> </ul>							\$8607.47
Material	E-stop, contactors, relays, junction boxes, conduit and wire for remaining installation and work permit							\$3351.88
<b>Quote number must be submitted with your order to guarantee correct pricing</b>						Subtotal		\$11,959.35
<small>Prices are valid for 30 calendar days from date of quote above.                      Quotes are FOB Arcrite Northern Whitehorse unless specified otherwise above. Freight cost is calculated at time of shipment, determined by order value, dimensions and weight.                      Freight terms available upon request.</small>						Sales Tax Total		\$597.97
						Shipping		\$0.00
<b>Sales Tax Summary</b>						Total		\$12,557.32
GST on Sales @5.0%								

