

Agenda 24-07

Rescheduled 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, April 9, 2024.

1. CALL TO ORDER

2. AGENDA (motion to adopt)

3. ADOPTION OF MINUTES (motion to adopt)

3.1 Regularly scheduled meeting of March 19th, 2024

4. DELEGATION

5. CORRESPONDENCE

5.1 AYC Resolutions & Nominations Package (Review VoC Resolution re: YHC RGI)

6. REPORTS

6.1 Council Activity Reports

6.2 Mayor Report

6.3 Recreation Report

6.4 Finance Report

6.5 Public Works Report

6.6 CAO Report

6.7 AYC

7. ACCOUNTS PAID AND PAYABLES

7.1 Cheque Log

8. BYLAWS

8.1 Cemetery By-Law 296-24 (Third Reading) (motion to adopt)

8.2 VoC O&M Budget 2024 - By-Law 297-24 (Third Reading) (motion to adopt)

8.3 VoC Capital Budget 2024 – By-Law 298-24 (Third Reading) (motion to adopt)

8.4 VoC Recreation Master Plan – By-Law 299-24 (Third Reading) (motion to adopt)

8.5 VoC Rates of Taxation – By-Law 300-24 (Third Reading) (motion to adopt)

9. NEW & UNFINISHED BUSINESS

9.1 Village Hub – Housing Press Release

10. QUESTION PERIOD

11. INCAMERA (motion to go in and out of session and recorded time)

11.1 In-Camera Requested (CAO)

12. ADJOURNMENT

MINUTES FROM THE REGULAR MEETING OF THE COUNCIL FOR THE VILLAGE OF CARMACKS ON MARCH 19TH, 2024 IN THE MUNICIPAL COUNCIL CHAMBERS

PRESENT: Mayor: Lee Bodie

Councillors: J. Lachance, D. Hansen, D. Mitchell

Staff: CAO Matt Cybulski, L. Snyder, A. Wylimczyk

Delegation: CRRC Council, RCMP Cpl. D. MacNeil

Regrets: Councillor H. Belanger

ORDER: Mayor L. Bodie called the meeting to order at 7:00 PM.

AGENDA: Council reviewed the agenda.

24-06-01 M/S Councillors D. Hansen/D. Mitchell motioned that the agenda be accepted as amended.

CARRIED

MINUTES: From the regular meeting on March 5th, 2024

24-06-02 M/S Councillors D. Mitchell, D. Hansen motioned that the minutes be accepted as amended.

CARRIED

DELEGATION:

Cpl. D. MacNeil provided council with written report and broke it down verbally. He also mentioned that there is a lot of fraudulent activity going around, i.e. CRA scams. If you have been contacted and/or sent money or gave personal information, please contact the RCMP to investigate the incident.

Carmacks Renewable Resource Council discussed possible office lease extension with council and agreed to extend the lease for one more year.

CORRESPONDENCE:

5.1. AYC Resolutions & Nominations Package

Council discussed a housing resolution for AYC AGM and CAO M. Cybulski is going to draft the Resolution for next meeting.

5.2. LSCFN/VOC Joint Sub-Division Planning Letter

Council discussed provided letter from LSCFN.

24-06-03 M/S Councillors J. Lachance/D. Mitchell motioned to sign LSCFN/VOC Joint Sub-Division Planning letter.

CARRIED

REPORTS:

Councillor Activity Reports

Councillor D. Hansen has nothing to report.

Councillor D. Mitchell attended the AYC meeting last Saturday and volunteered as a referee for one team at the local Hockey tournament.

Councillor J. Lachance took some time off and is preparing for the Minor Hockey tournament.

Mayor's Report

Mayor Bodie attended the Creating Homes forum. Conversations were excellent.

CAO Report

CAO Matt Cybulski presented Council with a written report and broke it down verbally.

He attended the AYC Board meeting on March 16th and is looking forward to the AYC AGM in May.

Municipal Maintenance Report

No report.

Fire Department Report

No report.

AYC Report

Councillor D. Hansen reported that AYC is still accepting resolutions.

ACCOUNTS PAID AND PAYABLES

Council read the report provided.

BYLAWS

8.1. Cemetery By-Law 296-24

Council discussed by-law.

- 24-06-04 M/S Councillors D. Hansen/D. Mitchell motioned to give By-law 296-24 – Cemetery By-law – first reading with amended changes.**

CARRIED

8.2. VOC O&M Budget 2024 By-Law 297-24

CAO M. Cybulski provided council with the budget.

- 24-06-05 M/S Councillors D. Hansen/J. Lachance motioned to give By-Law 297-24 – O&M Budget 2024 – first reading.**

- 24-06-06 M/S Councillors J. Lachance/D. Mitchell motioned to give By-Law 297-24 – O&M Budget 2024 – second reading.**

CARRIED

8.3. VOC Capital Budget 2024 By-Law 298-24

Council discussed budget.

- 24-06-07 M/S Councillors D. Hansen/J. Lachance motioned to give By-Law 298-24 – Capital Budget 2024 first reading.**

- 24-06-08 M/S Councillors J. Lachance/D. Mitchell motioned to give By-Law 298-24 – Capital Budget 2024 – second reading.**

CARRIED

8.4. VOC Recreation Master Plan By-Law 299-24

Council discussed provided Recreation Master Plan.

- 24-06-09 M/S Councillors J. Lachance/D. Hansen motioned to give By-Law 299-24 – Recreation Master Plan – first reading.**

- 24-06-10 M/S Councillors J. Lachance/D. Hansen motioned to give By-Law 299-24 – Recreation Master Plan – second reading.**

CARRIED

8.5. VOC Rates of Taxation 2024 By-Law 300-24

CAO M. Cybulski provided council with two options for the 2024 Taxation By-Law.

- 24-06-11 M/S Councillors J. Lachance/D. Hansen motioned to give By-Law 300-24 – Rates of Taxation 2024 – first reading.**

24-06-12 M/S Councillors J. Lachance/D. Hansen motioned to give By-Law 300-24 – Rates of Taxation – second reading.

CARRIED

NEW AND UNFINISHED BUSINESS

9.1 Annual CPI Increase

Council reviewed resolution and agreed to a 2.5% CPI adjustment for 2024 for all VoC staff as per Employment By-Law 261-19.

QUESTION PERIOD

No questions from the public.

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;

24-06-13 M/S Councillors D. Hansen/J. Lachance motioned to go in-camera at 9:08PM.

An in-camera discussion by Council regarding a legal matter.

24-06-14 M/S Councillors J. Lachance/D. Hansen motioned to go out of in-camera at 9:56PM.

ADJOURNMENT

24-06-15 M/S Councillor J. Lachance motioned to adjourn the meeting at 9:56PM.

Mayor L. Bodie adjourned the meeting at 9:56PM.

Mayor Lee Bodie

CAO Matt Cybulski

ASSOCIATION OF YUKON COMMUNITIES

HOW TO COMPLETE YOUR BRIEFING NOTE

SUBJECT

Provide a brief statement/title regarding the subject to be discussed.

SUBMITTING COMMUNITY

Name of municipality / community who is bringing the issue forward.

DATE AND VERSION

Supply the date the note was drafted, and its version number for tracking.

ISSUE

In one paragraph provide overview of issue to be discussion/considered.

BACKGROUND

Within a couple paragraphs provide key background information; if required, additional information can be added as appendices.

ANALYSIS / DISCUSSION

Within a couple paragraphs provide analysis of the issue, highlighting the key considerations, impacts, and concerns.

RECOMMENDATION –OPTIONAL ENTRY

If appropriate, provide abridged recommendation for the next step / action.

WHEN TO USE A BRIEFING NOTE?

Briefing notes provide a means for Councils or CAOs to bring issues forward for discussion at the Association's Board of Directors meetings, or for general information updates. Extend the briefing notes' form boxes as needed to make adequate room for your entries.

WHAT IS THE PURPOSE OF A BRIEFING NOTE?

To succinctly provide the Executive and Board Members an effective way of informing themselves regarding an issue in advance of the meeting. Through their retention, Briefing Notes allow for better tracking of issues by AYC Members and its staff.



BRIEFING NOTE

SUBJECT	Yukon Housing Corporation – RGI Assistance Program Review
SUBMITTING COMMUNITY	Village of Carmacks
VERSION #	
DATE (DD/MM/YYYY)	March 28, 2024

ISSUE

Communities across Yukon are grappling with housing and rental shortages, exacerbated by the presence of high-income residents in need of rental solutions. The current untiered 25% Rent Geared to Income (RGI) program is proving insufficient to address these challenges effectively.

BACKGROUND

Carmacks, in particular, has witnessed substantial growth rates of 20% over the past two decades. However, housing needs are not aligned with the community's population demographics. This misalignment includes the presence of high-income earners, the demand for short-term rentals to accommodate skill-specific labor/work, and a heavy reliance on the Yukon Housing Corporation (YHC) for rental options. YHC currently provides over 60% of rentals in the community, including the RGI program where assistance is invariably at 25% of the household's total monthly income. This inflexible program fails to meet the diverse needs of Carmacks residents and renters living in Yukon communities.

ANALYSIS / DISCUSSION

The Association of Yukon Communities (AYC) recognizes the pressing need for a comprehensive review and potential adjustment of the RGI assistance framework. This adjustment should be tailored to address the unique challenges faced by communities affected by housing shortages and the presence of high-income or skill-set specific labour/work residents seeking rental solutions. The current one-size-fits-all approach is inadequate in meeting the nuanced needs of different communities across Yukon.

OPTIONAL: RECOMMENDATION

AYC urges the Yukon Housing Corporation to explore the implementation of a tiered RGI assistance system or other suitable mechanisms. These mechanisms should take into account varying income levels and local housing market conditions, aiming to provide fair and sustainable housing assistance to residents across the territory. By adopting a more flexible and adaptable approach, YHC can better address the diverse needs of Yukon communities and ensure housing affordability for all residents, regardless of income level or market conditions.

AYC is committed to actively engaging with the Yukon Housing Corporation, the territorial government, and other relevant stakeholders. Through ongoing dialogue, collaboration, and action, AYC aims to facilitate meaningful progress in addressing housing affordability challenges and fostering inclusive and resilient communities throughout Yukon. By working together, we can develop and implement solutions that promote equitable access to housing and enhance the overall quality of life for Yukon residents.



RESOLUTION FORM

SUBMITTING MUNICIPALITY

Village of Carmacks

RESOLUTION TITLE

Yukon Housing Corporation – RGI Assistance Program Review

WHEREAS

Whereas the Yukon Housing Corporation plays a vital role in providing housing solutions within communities, and

WHEREAS

Whereas the Rent Geared to Income (RGI) assistance is currently set at 25% of the household's total monthly income, and

WHEREAS

Whereas communities experiencing housing and rental shortages, compounded by high-income residents in need of rental solutions, are facing challenges with the untiered 25% RGI,

THEREFORE BE IT RESOLVED

Be it resolved that the Association of Yukon Communities (AYC) acknowledges the need for a review and potential adjustment of the Rent Geared to Income (RGI) assistance framework to address the unique challenges faced by communities affected by housing shortages and high-income residents requiring rental solutions.

BE IT FURTHER RESOLVED

Be it further resolved that the AYC advocates for a collaborative approach involving the Yukon Housing Corporation, relevant stakeholders, and community representatives to assess the effectiveness of the current RGI assistance model and explore potential modifications that ensure equitable access to affordable housing solutions for all residents, while also addressing the specific needs of communities experiencing housing shortages and demographic diversity.

Be it further resolved that the AYC encourages the Yukon Housing Corporation to consider implementing a tiered RGI assistance system or other appropriate mechanisms that consider varying income levels and local housing market conditions, with the aim of providing fair and sustainable housing assistance to residents across the Yukon.

Be it further resolved that the AYC commits to actively engage with the Yukon Housing Corporation, territorial government, and other relevant stakeholders to facilitate ongoing dialogue, collaboration, and action towards addressing housing affordability challenges and promoting inclusive and resilient communities throughout the Yukon.

ELECTED OFFICIAL'S SIGNATURE

DATE (DD/MM/YYYY)



Village of Carmacks
Public Works GM/Forman Report

31/03/2024

Report to CAO, Mayor and Council

Treatment Plant:

Normal operations, we have the new replacement UV sensors and actuators are on hand. We are still waiting for the Electrician for installation. We replaced couple UV lights. We pumped out clarifier to deal with a large amount of sludge buildup.

Landfill:

Normal operations.

Collection System:

Normal operation for collection system.

Duplex:

Normal operations.

Equipment:

Normal operations. Problems getting replacement hydraulic hose for Kubota's, each time they sent us wrong size. Finally had to just go to Yukon Pumps and get them made to size.

Recycling:

Normal operations.



Old Firehall:

Normal operations.

New Firehall

Normal operations.

Admin. Bldg.:

Normal operations.

Shop:

Still looking into replacing the heating system. Normal operation.

Streets

As spring has finally come, we are seeing major potholes throughout the town, particularly the mt Freegold stretch between Park avenue and Guder drive, as water and snow dissipate, PW crew will begin patching that section of the road. Public works crews have begun patching potholes on river drive, park avenue, Guder drive, and side streets.





Arena and Rec-Building

The Arena had some water leaks, some of them are fixed up. Couple days after the Contractor left, we discovered more issues in men's washroom, and in one of the change Rooms. Still waiting for plumber and parts.



Extra information

We have been spending some time in the Landfill operations and we also spend some time in the Rec-center trying to fix issues

Sincerely,

Keith Sheldon

Public Works Foreman



Village of Carmacks

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

To: Mayor & Council

Date: April 4, 2024

From: Matthew Cybulski, Chief Administrative Officer, Village of Carmacks

Re: CAO Debrief (March 19, 2024 to April 3, 2024)

Hello Mayor & Council,

Major updates and minor debriefing of municipal service developments and administrative activities:

1. Household Hazardous Waste Day

- Community notice posted – social media, Big Board, Community Bulletins, and VoC Website
- HHW Date: April 13th, 2024
 - Community opportunity to dispose of batteries, paint, chemical additives & more.
 - Potential fall date discussed.
 - Will be annual landfill management activity.

2. Taxation Rate Update

- 2 Proposed taxation rate options shared by CAO to Mayor & Council
- Option #1: No change to tax framework, no defined service levels, and no increase
- Option #2: Identified service levels, changes implemented to tax framework & definitions, no increase to urban residential, small decrease for country residential, implementation of an increased mill rate for Non-residential/Commercial/Industrial/Government properties as designated on the assessment roll as CMC, CMH, CML, CMS, INS, MHI, MSI, OSP, PRC, or QRY.
- Option #2 has been selected as the proposed taxation rate for 2024.
- Taxation information brochure to go out to community residents during week of April 22-26

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3. RFP Update

- Upcoming RFP's:
 - 1) Administration Building Janitorial Services – Selected
 - 2) CRC Concession RFP – Selected
 - 3) Asset Management Plan – Updated Conditioning Assessment for New Assets
 - 4) High Density Housing Plan – Workplan and Design RFP (Q2 2024)
 - 5) Splash Pad Design RFP (TBD)
 - 6) Animal Control RFP (Early Q2 2024)
 - 7) Diesel Fuel Services RFP (TBD)

4. Asset Management Update

- Asset Management Plan from 2022 has been procured from original engineering firm.
- Initial review completed by CAO, PW GM, and PW Foreman
- Strong foundation to VoC AM Plan and Implementation
- Is missing updated Asset Conditioning for CRC, new Fire Hall, Landfill changes and some roads)
- Drastically increases VoC progress on AM implementation for 2024.
- VoC AM 2022 Plan has been sent to all VoC elected officials.
- Next Asset Management Steps
 - (1) Complete the State of Infrastructure Report
 - (2) Preliminary Staff Onboarding of MaintainX AM Software
 - (3) Design RFP for updated Asset Grade Condition Assessment & Asset Register
 - (4) Tender RFP/Contract for AM Activities
 - (5) Review RFP and Select Partner
 - (6) Review Asset Register and Populate Data Entry for MaintainX
 - (7) Daily Usage of AM Plan at VoC

5. Next LSCFN/VOC Joint Council Meetings

- Mayor & Council discussion for Quarter 2 Joint Council Meeting w/ LSCFN
- Week of April 15-19th has been identified as potential target timeline

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- Potential Agenda Items:
 - (1) Land development
 - (2) Sewage Lagoon

- 6. Development Permit Update
 - E-permitting system goes live April 2nd.
 - Development Officer must use online portal for data entry and fields outlining zoning parameters for data entry oversight.
 - 3 Commercial Development Permits submitted (CDC & LSCFN)
 - (1) Transitional Housing Development (In-Camera Discussion)
 - (2) Greenhouse Development (In-Camera Discussion)
 - (3) Family Housing 4-Plex

- 7. Conference & AGM Update
 - Accommodations booked for AYC 2024 – Dawson City
 - Travel/Per Diem cheques to be ready by last week of April.
 - CAO Registration for FCM & CAMA Complete
 - VoC Delegation registration for FCM next steps:
 - Register Delegates - April 2nd-5th
 - Book Airfare and Accommodations for Delegation (VoC Councillors x2 & CAO) – April 2nd – 5th
 - CAO to drive and piggyback accompanying vacation time with conference week (June 2nd-9th)

- 8. Upcoming Activities
 - Business Development & Funder's Event scheduled for May 24th in partnership with YG – EC Dev
 - Leases for all VoC facilities have been updated and reflect market rate increases (lease rate)
 - Balance BioGas is working on developing the VoC Organics Program for Landfill.

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Community Notice: Household Hazardous Waste Day

The Village of Carmacks is pleased to announce that we will be hosting a Household Hazardous Waste Day in partnership with YG - Community Services at the VoC Regional Waste Management Facility.

 **Date:** April 13th, 2024

 **Time:** 11AM-3PM

 **Location:** VoC Regional Waste Management Facility

This event provides an opportunity for residents to safely dispose of hazardous waste materials such as old paint, batteries, pesticides, and more. Proper disposal of these materials is crucial for the well-being of our community and environment.

We encourage all residents to take advantage of this event and dispose of their hazardous waste responsibly. Let's work together to keep Carmacks clean and safe for everyone!

For more information, please contact PW GM; Jens W; PWGM@Carmacks.ca

Thank you for your cooperation!

Sincerely,

Village of Carmacks Municipal Services Team

Telephone: (867) 863-6271

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Village of Carmacks

By-law 296-24

A By-law to establish and provide for the regulation of cemeteries plus the collection of cemetery fees.

WHEREAS The Village of Carmacks owns a cemetery for the benefit of its residents;

WHEREAS section 265 of the Municipal Act (2002) provides that Council may pass bylaws for municipal purposes, subject to the Cemeteries and Burial Sites Act, respecting cemeteries; and,

WHEREAS section 266 of the Municipal Act, provides that, without restricting section 265, Council may in a bylaw regulate, control, or prohibit, and provide for a system of licences, inspections, permits, or approvals; and,

WHEREAS the Cemeteries and Burial Sites Act (2002) provides for the regulation and restriction of use of lands identified as a cemetery,

NOW THEREFORE the Council of the Village of Carmacks, in open meeting assembled hereby ENACT AS FOLLOWS:

SECTION 1 - SHORT TITLE

1. This bylaw may be cited as the **“Cemeteries Bylaw”**.

SECTION 2 – DEFINITIONS

In this bylaw,

- (a) “ashes” means the cremated remains of a deceased human body.
- (b) “burial lot” means a piece of ground measuring 117 centimetres wide x 244 centimetres long, which has been designated for the internment of a casket or urn containing human remains.
- (c) “casket” means the container/coffin in which deceased human remains are interred.
- (d) “cemetery” means those areas of land within the municipality boundaries of the Village that are set aside for the internment of human bodies or ashes, as described in Appendix “A” to this bylaw.
- (e) “contract” means the written form of agreement that is required to purchase Internment Rights and which details the obligations of both parties and acceptance of this Cemetery By-law. For purposes of these by-laws, all purchasers of internment or scattering rights, or other cemetery services must receive a copy of the contract they and the cemetery operator have signed detailing the obligations of both parties, and acknowledging receipt and acceptance of the cemetery by-laws, and the Price List/Fee Schedule.
- (f) “holiday” means a statutory or declared holiday as well as any day designated by bylaw which the Village is party to.
- (g) “human remains” means a dead human body or the remains of cremated human body.

- (h) “immediate family” is defined as spouse, common-law partner, parent, spouse or common-law partner of the parent, children, children of spouse or common-law partner, grandchildren, sibling, grandparent, otherwise specified by deceased.
- (i) “internment” means the digging and preparation of the grave, placing of the casket or urn, filling the grave, levelling the ground, and re-establishing the grass.
- (j) “internment right” means a right, acquired by purchase, inheritance or transfer, for the internment of human remains or cremated remains in a grave space.
- (k) “lot” means an area of land in a cemetery containing, or set aside to contain, interred human remains.
- (l) “Manager” means the Chief Administrative Office of the Village of Carmacks, or designate.
- (m) “marker” means any monument, tombstone, plaque, headstone, cornerstone or other structure or ornament affixed to or intended to be affixed to a burial lot or other structure or place intended for the deposit of human remains.
- (n) “monument” means a memorial of stone or other material which projects above the level of surrounding ground to mark the location of an internment or lot.
- (o) “plot” means two or more lots in respect of which the rights to inter have been sold as a unit.
- (p) “scattering” shall mean the act of spreading cremated remains over a designated area within the Cemetery with the knowledge and permission of the Manager of Cemetery Services, and in keeping with this Cemetery By-law.
- (q) “scattering garden” means a designated area where cremated remains that have been removed from their container, can be mixed with or placed on top of the soil or ground cover, with appropriate permission.
- (r) “urn” means the container for cremated human remains.
- (s) “Village” means the municipality of the Village of Carmacks.

SECTION 3 – PUBLIC ACCESS

1. Cemetery shall be open to public access Monday to Sunday from 7:00 a.m. until 11:00 p.m., or as designated. Vehicle access shall be available Monday to Sunday, from 8:00 a.m. until 5:00 p.m.
2. No person shall drive an automobile or other vehicle, including off-road motorcycles, snow machines, or all-terrain vehicles, anywhere in a cemetery other than on a designated road or lane, with the exception of vehicles or equipment necessary for the operation and maintenance of the cemetery.
3. No person shall drive any vehicle through the cemetery at a rate of speed greater than 5 kilometres per hour.
4. No picnic, parties, or gatherings, except for ceremonies or observances permitted by the Manager shall be held or allowed within the cemetery.
5. No person shall play any game, recreational, sporting or play activity in the cemetery.
6. No person shall damage any tree, shrub or plant growing in a cemetery, not pick or destroy any flower growing therein, or write upon, mark or scratch or deface any monument or plaque within or around the cemetery.

7. No owner of an animal shall permit such animal anywhere in a cemetery other than on a designated road, lane or walkway. The animal shall be on a leash which is no longer than six (6) feet. The exception is support animals.

SECTION 4 – ADMINISTRATION

1. The Village of Carmacks shall operate, manage, and maintain the cemetery.
2. The records, plans, documents, and instruments relating to the cemeteries shall be under the supervision, charge and control of the Manager, or designate.
3. The Manager shall:
 - a. On application and payment of fees, make all sales of lots or plots;
 - b. On application by purchaser, make all cancellations or transfers of reserved plots and then refund any fees as outlined in the bylaws;
 - c. On application and payment of fees, issue internment permits;
 - d. Keep books or records of the name, plot location, and date of all persons buried in a cemetery, and such other books or records as they may deem necessary from time to time; and
 - e. Ensure that documentation required for statistical purposes is sent to the Village office for retention.
4. The maintenance of established plots or lots shall not be deemed to be the responsibility of the Village.
5. All applications for all acts contemplated in this bylaw shall be made in the forms prescribed and attached as Appendix “C” to this bylaw.
6. The Village shall provide care and maintenance for all cemetery land governed by this bylaw.
7. The Village is responsible for the complete care and maintenance of all designated roads, lanes or walkways in and around the cemetery.

SECTION 5 – LOTS

1. A grave in a cemetery shall be dug to a minimum depth of;
 - a. 183 centimeters for the internment of a casket;
 - b. 61 centimeters for the internment of an urn;
2. No body or ashes shall be interred in a cemetery unless it be that of a human for which internment permit has been issued pursuant to this bylaw.
3. Except as otherwise provided in this bylaw, no body shall be interred within twenty-four (24) hours after the issuance of an internment permit and forty-eight (48) hours from September 30th to May 1st.
4. Only the Medical Health Officer may order the immediate internment of a body.
5. No lot shall be defined by a fence, railing, curbing or hedge or by other markings save by a marker or monument as set out in the monument section of this bylaw.
6. Upon application a body buried in a cemetery may, with the written permission of the Manager, be disinterred and reinterred, subject to the terms of the Cemeteries and Burial Sites Act.

SECTION 6 – MONUMENTS

1. The Village of Carmacks shall be advised of the placement of any memorial tablet or monument prior to installation and such installation shall follow the standards as determined by the Village.
2. All monuments are considered to be the property of the purchaser and required care or repair is the responsibility of the purchaser. It is the responsibility of the purchaser to arrange for the delivery of the monument of memorial tablet to the cemetery for placement.
3. No work shall be done upon any monument, nor shall the monument be removed from any lot without permission from the Manager.
4. Any memorial installed shall be acceptable to the soil conditions within the cemetery.
5. The Manager of Cemetery Services will take reasonable precautions to protect the property of monument owner, but it assumes no liability for the loss of, or damage to, any monument, marker, or other structure, or part thereof.
6. No marker may be wider than the lot/plot width.
7. Only one (1) headstone/monument per lot is permitted unless written permission is obtained from the Manager.
8. Plaques for the scattering garden monument must be purchased through the Village of Carmacks office.

SECTION 7 – LOT RESERVATION AND ASSIGNMENT

1. A person may apply to the Village for reservation of a plot within the cemetery and upon payment of the fee a proof of lot reservation shall be issued providing it is available.
2. The issuance of a lot does not grant the lot holder any rights regarding the lot, beyond the right to choose who may be interred in the lot.
3. A lot holder shall not allow or permit any internment in the reserved lot, and shall not transfer or dispose of the right to use the lot to another person, group or organization unless that internment, transfer or disposal is made pursuant to this bylaw and all other applicable legislation.
4. Where a particular lot has been reserved, and the lot holder wishes to transfer the reservation to a different lot in the cemetery, the Village may transfer the reservation upon a request being made to the Manager. To complete the transfer, the difference, if any, between the fee paid to reserve the original lot and the fee due on the date of transfer to reserve the new plot must be paid.
5. A lot holder may request a transfer of the right of internment in a plot to a spouse or other family member by submitting the request in writing to the Manager.
6. Where a lot holder wishes to cancel a reservation for a lot that has not yet been used for internment, they shall notify the Manager in writing requesting this cancellation.
7. Where a person has requested cancellation of a lot reservation pursuant to Section 7 (6), they shall be entitled to a full refund of the amount paid without interest.
8. In the event that an error on the part of the Village is discovered in a lot reservation prior to the use of the lot for internment, and that plot is no longer available, the Village shall:

- a. Amend the lot reservation so as to provide a lot of equal or greater value and similar location; or
 - b. Cancel the lot reservation and refund the full amount paid as evidence in the Village's records.
 - c. The lot holder shall notify the Village of the lot holder's preference within 30 days of the notification of error, otherwise the Village shall be entitled to make the decision.
9. The fees payable for all acts contemplated in this bylaw shall be in the amounts prescribed and attached as Appendix "B" to this Bylaw.
 10. No unauthorized person shall sod or move Corner Posts or Lot Markers.
 11. In the instance where family members want to be buried together, in separate lots, they must reserve individual lots side by side which will create a plot.

SECTION 9 – INTERNMENTS, INURNMENTS AND SCATTERINGS

1. Each lot may be used for the internment of up to:
 - a. One (1) adult sized casket and five (5) urns; or
 - b. Five (5) urns.
2. Where the urns are to be buried in a lot with a casket, the urns shall be interred directly above the casket.
3. Caskets shall be covered by at least zero point eight three (0.83) metres of earth between the general surface level of the ground and the top of the vault.
4. No casket other than a casket containing deceased human remains shall be interred in the cemetery.
5. The internment rights holder must apply prior to an Internment or Scattering taking place. Should the Internment Rights Holder be deceased, authorization must be provided in writing by the person authorized to act on behalf of the Internment Rights Holder (i.e. Estate Trustee or Executor).
6. In the absence of an Estate Trustee and/or Executor, the City will recognize the immediate family, in the order of preference, as being the "personal representative" of the Internment Rights Holder:
 - a. Spouse of the deceased;
 - b. Children of the deceased (if more than one child, all must agree);
 - c. Grandchildren of the deceased (if more than one grandchild, all must agree); and
 - d. Great-grandchildren of the deceased if no child or grandchild is living.
7. In cases where the deceased has no children, the order of preference is:
 - a. Spouse of the deceased;
 - b. The parents of the deceased;
 - c. The siblings of the deceased, if they are over eighteen (18) years of age;
 - d. The grandparents of the deceased; and
 - e. The uncles, aunts, nephews, nieces and great grandparents of the deceased.
8. Scattering shall take place only within the contains of the Garden created for this purpose. Cremated human remains shall be scattered or placed in the ground without the use of urns or containers of any kind.

9. In addition to any of the requirements of this bylaw, no human remains shall be interred, cremated, or scattered prior to the issuance of a burial permit by a district registrar of vital statistics under the Vital Statistics Act.
10. No casket or urn shall be interred in the cemetery prior to the approval of the Village of Carmacks.
11. Where no lot has been previously reserved for an internment, or transferred pursuant to this bylaw, a lot must be reserved through the application form and concurrent application process for an internment.
12. An application for an internment shall include the following information:
 - a. The name and date of birth of the deceased;
 - b. The date and time of the funeral;
 - c. The cause of death;
 - d. And special instructions including any received from the Medical Health Officer relative to that internment;
 - e. A copy of the burial permit; and
 - f. Any other information necessary to comply with this bylaw and any other applicable legislation.
13. Urns may be interred in a burial lot which:
 - a. Contains the human remains or ashes of a member of the deceased's immediate family; or
 - b. When sold was designated by the purchaser to be used for the internment of the ashes of specified individuals in addition to the casket or urn of the person for whom the first lot was purchased.
14. A Scattering rights contract must be completed, and the payment of the Scattering fee must be received before the Scattering of cremated human remains can take place.
15. A Scattering rights contract will also require the purchase of a commemorative plaque the Village will have made and will add to a wall made for this effect.
16. In case of transmission of ownership of a lot or plot by will or bequest, the Village will require the production of a notarial copy of the will or other satisfactory evidence sufficient to prove transmission of ownership and, where there has been no disposal of a lot or plot in the Internment Rights Holder's or owner's will or when an Internment Rights Holder dies intestate, the Village will recognize the person(s) acquiring the residue of the deceased owner's estate as the rightful Internment Rights Holder(s). The Village reserves the right to request any documents needed to satisfy them of lot ownership.
17. Once scattered, cremated remains are non-recoverable.

SECTION 10 – RULES FOR MONUMENT DEALERS, CONTRACTORS AND WORKERS

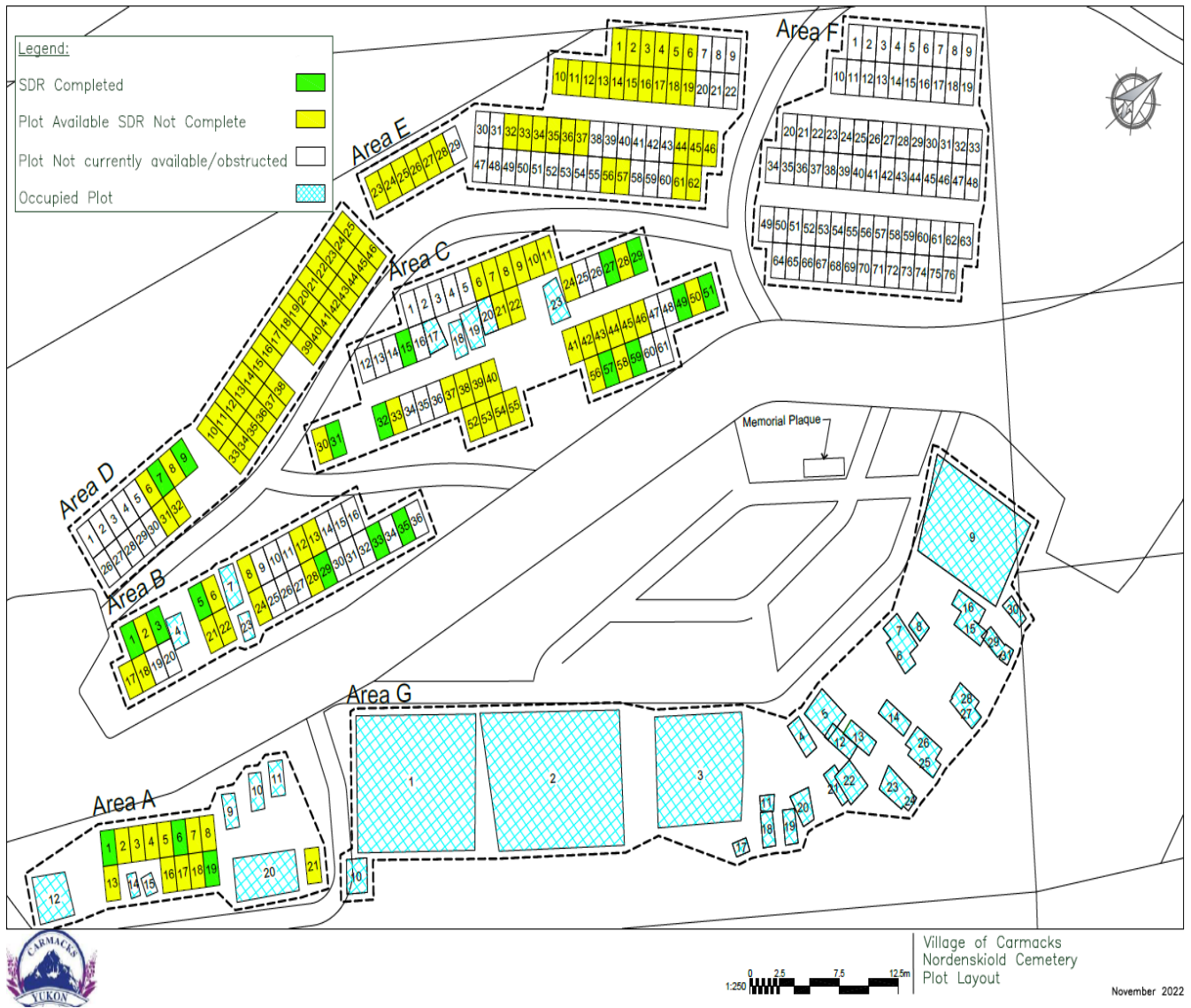
1. Every contractor employed to erect monuments, markers or cornerstones or to do any work in the cemetery shall first present an application to the clerk signed by the internment rights holder of the lot, requesting permission to employ such contractor to do the work therein specified. This application shall designate the burial lot.

- Contractors who have received permission to do any work in the cemetery shall leave the area in a neat and orderly condition.
- Any worker who damages any lot, monument, marker or corner-stone or other structure or otherwise does any injury in the cemetery, shall be personally responsible for such damage or injury and in addition thereto, his employer shall also be liable.

SECTION 11 – ENFORCEMENT

- Every person who violates any provision of this bylaw is guilty of an offence and is liable to a fine not exceeding Five Hundred Dollars (\$500.00) or to imprisonment for a term not exceeding six (6) months, or to both fine and imprisonment as set out in the Summary Convictions Act of the Yukon.

Appendix A – Map



Appendix B – Fees

By-Law ****

Appendix “B”

SCHEDULE OF CEMETERY FEES

Cemetery	Description	Fee	Fee w/ GST
Purchase of Burial Plot	Includes Min Plot Size, Staking, Marking, Earthworks, and Administration.	\$333.33	\$350
Purchase of a Scattering Permit	Includes Administration, & Scattering Area. Required Memorial Plaque must be purchased through VoC.	\$142.86	150
Memorial Plaque	Includes procurement and installation of Plaque. Required for Scattering Permit.	\$300	\$315

Price to be re-assessed every two years

Appendix C – Forms



Village of Carmacks

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

Cemetery Lot Reservation Form

Date: _____

Name of Applicant: _____

Address: _____

Phone Number: _____

Email: _____

For Lot Number: _____

Requested for: _____

Relationship with the person: _____

Description of Purchase & Headstone/Plaque Info:	Amount:
_____	_____
_____	_____
Total:	_____

Upon submission of this form and payment, the applicant has the interment rights for the specified lot. Once the time comes to use the lot, a burial permit must be presented to the Village prior to interment. The use of the below mentioned lot in the Cemetery is subject to all bylaws, policies, rules, and regulations lawfully in force in the said cemetery. Keep this copy in your records as proof of reservation.

Signature of Owner: _____ Date: _____

VOC representative: _____ Date: _____



Village of Carmacks

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

Interment Right Form

Date: _____

Name: _____

Address: _____

Phone: _____

Email: _____

Relationship to Deceased: _____

Name of Deceased: _____

Cause of Death: _____

Date of Birth and Death: _____

Date & Time of Interment: _____

Lot Number: _____

Pre-Reserved Lot? Yes No Copy of Burial Permit Attached? Yes No

Description of Purchase (*if no lot has been reserved, one must be paid for*): _____ Amount: _____

Total: _____

Upon payment, if necessary, a license is hereby granted, permitting the burial in the above-mentioned lot in the Cemetery, subject to all bylaws, policies, rules, and regulations lawfully in force in the said cemetery.

Signature of Owner: _____ Date: _____

VOC representative: _____ Date: _____



Village of Carmacks

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

Scattering Rights Contract

Date: _____

Name: _____

Address: _____

Phone: _____

Email: _____

Relationship to Deceased: _____

Name of Deceased: _____

Cause of Death: _____

Date of Birth and Death: _____

Date & Time of Scattering: _____

Copy of Burial Permit Attached? Yes No

The burial permit must be provided for scattering rights to be granted.

If a memorial plaque is wanted, please also provide 'Plaque Ordering Form'.

Description of Purchase: _____ Amount: _____

Total: _____

A license is hereby granted, permitting the spreading of the ashes in the Garden provided for this purpose, subject to all bylaws, policies, rules, and regulations lawfully in force in the said cemetery.

Signature of Owner: _____ Date: _____

VOC representative: _____ Date: _____



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

Plaque Ordering Form

Date: _____

Name: _____

Phone number: _____

Email: _____

Text on plaque (*typically, name and DOB&DOD. Every line represents a change of line on the plaque.*)

Description of Purchase:	Amount:
_____	_____
Total:	_____

Signature of Purchaser: _____ Date: _____

VOC representative: _____ Date: _____



Village of Carmacks

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

Lot Transfer or Cancellation

Date: _____

Transfer Cancellation

Name of current lot owner: _____

Phone Number: _____

Email: _____

Currently Owned Lot Number: _____

In case of Transfer:

New Lot Number: _____

In the case of a transfer, the difference between the cost of the lot at the time of initial reservation and its cost now must be paid in order to complete lot transfer.

In the case of a cancellation, any payment made to secure lot must be fully reimbursed.

Description of Purchase: _____ Amount: _____

Total: _____

Upon payment, if necessary, the transfer or cancellation is hereby granted, subject to all bylaws, policies, rules, and regulations lawfully in force in the said cemetery.

Signature of Owner: _____ Date: _____

VOC representative: _____ Date: _____



Village of Carmacks

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

Disinterment or Reinterment Right Form

Date: _____

Name: _____

Address: _____

Phone: _____

Email: _____

Relationship to Deceased: _____

Name of Deceased: _____

Reason for disinterment/reinterment: _____

Cause of Death: _____

Date of Death: _____

Date & Time of disinterment or reinterment: _____

Lot Number: _____

If reinterment: Copy of reburial certificate attached? Yes No

If disinterment: Order authorizing disinterment from Vital Statistics registrar? Yes No

Upon payment, if necessary, a license is hereby granted, permitting the reinterment or disinterment in the above-mentioned lot in the Cemetery, subject to all bylaws, policies, rules, and regulations lawfully in force in the said cemetery.

Signature of Owner: _____ Date: _____

VOC representative: _____ Date: _____



Village of Carmacks

By-law 297-24

A BY-LAW OF THE VILLAGE OF CARMACKS IN THE YUKON TERRITORY TO PROVIDE FOR THE ADOPTION OF THE 2024 ANNUAL OPERATING BUDGET.

WHEREAS Section 238 (1) and (2) of the Municipal Act 2002, being Chapter 154 of the Revised Statutes of the Yukon and amendments thereto, requires Council to have prepared and adopted an Annual Operational Budget, and

WHEREAS Section 239 (1) of the Municipal Act 2002, being Chapter 154 of the Revised Statutes of the Yukon and amendments thereto, requires that no expenditure shall be made that is not provided for in the Annual Operational Budget, as adopted or amended by Council;

WHEREAS Section 13 (3) of the Municipal Finance and Community Grants Act 2002, being chapter 155 of the Revised Statutes of Yukon and amendments thereto, allows Council to decide allocation of the comprehensive grant required, for a specified fiscal year, to be spent on infrastructure projects and operation and maintenance expenses.

NOW THEREFORE the Council of the Village of Carmacks in an open meeting duly assembled enacts as follows:

1. **SHORT TITLE**
This by-law shall be known as the Annual Operating Budget By-law 2024; and
2. **BUDGET ATTACHED**
The Budget attached hereto as Schedule "A", and forming part of this By-law are hereby adopted
3. **COMPREHENSIVE GRANT ALLOCATION**
The allocation for the comprehensive grant for the 2024 budget shall be 95.75% for operational activities and 4.25% for capital reserves.
4. **ENACTMENT**
This by-law shall come into force and effect upon the final passing thereof.

By-law 284-23 is hereby repealed.

Read a first time this 19th day of March 2024.

Read a second time this 19th day of March 2024.

Read a third and final time this 2nd day of April 2024.

Lee Bodie, Mayor

Matthew Cybulski, CAO

Schedule "A"

Description	2023	2023 Actual	2024
	Budget	(un-audited)	BUDGET Budget
Revenues			
Tax Revenues	551,705.00	557,631.31	552,236.35
General Revenues	386,290.00	453,684.08	623,500.00
Conditional Transfers/Grants	1,624,600.00	925,281.18	1,599,268.60
Unconditional CMG	1,526,201.00	1,526,201.00	1,634,886.00
Transfer from Reserves - Capital & Operational	680,619.96	559,404.10	379,809.05
Total Revenues	4,769,415.96	4,022,201.67	4,789,700.00
Expenditures			
Administration	638,804.75	414,970.57	654,500.00
Administration Building	35,572.00	28,439.86	55,850.00
Council	153,600.00	119,423.81	135,300.00
Duplex	13,740.00	13,845.51	15,700.00
Environmental Health	232,300.00	226,332.58	321,000.00
Fire Department	152,654.00	189,311.80	217,350.00
Maintenance	608,061.39	698,378.60	720,750.00
Recreation Centre	1,286,788.94	664,089.43	786,750.00
Arena	0.00	538,598.39	537,600.00
Visitor Services	57,894.87	56,041.82	67,400.00
Total Operating	3,179,415.95	2,949,432.37	3,512,200.00
Capital Expenditures	1,590,000.00	1,072,769.30	1,277,500.00
Transfer to (from)			
Total Expenditures	4,769,415.95	4,022,201.67	4,789,700.00



Village of Carmacks

By-law 298-24

A BY-LAW OF THE VILLAGE OF CARMACKS IN THE YUKON TERRITORY TO PROVIDE FOR THE ADOPTION OF THE ANNUAL CAPITAL EXPENDITURE PROGRAM FOR THE THREE-YEAR PERIOD COMMENCING IN THE YEAR 2024.

WHEREAS Section 238(2) of the Municipal Act, being Chapter 154 of the Revised Statutes of the Yukon 2002 and amendments thereto, requires Council to have prepared the annual capital budget for the current year and the Capital Expenditure Program for the next three financial years;

WHEREAS Section 13 (3) of the Municipal Finance and Community Grants Act 2002, being chapter 155 of the Revised Statutes of Yukon and amendments thereto, allows Council to decide allocation of the comprehensive grant required, for a specified fiscal year, to be spent on infrastructure projects and operation and maintenance expenses.

NOW THEREFORE the Council of the Village of Carmacks in an open meeting duly assembled enacts as follows:

1. SHORT TITLE

This by-law shall be known as the 2024 Capital Expenditure Program By-law; and

2. BUDGET ATTACHED

The budget attached hereto as Schedule "A", and forming part of this by-law in the total amount, showing estimates of the expenditure of funds for Capital Projects for each year of the program commencing in 2024 are hereby adopted; and

3. COMPREHENSIVE GRANT ALLOCATION

The allocation for the comprehensive grant for the 2024 budget shall be 95.75% for operational activities and 4.25% for capital reserves; and

4. ENACTMENT

This by-law shall come into force and effect upon the final passing thereof.

By-law 286-23 is hereby repealed.

Read a first time this 19th day of March 2024.

Read a second time this 19th day of March 2024.

Read a third time and finally passed this 2nd day of April 2024.

Lee Bodie, Mayor

Matthew Cybulski, CAO

Schedule "A"

Village of Carmacks Three Year Capital Plan 2023-2025

	Department		2023	2024	2025
5511	Administration	Furniture	\$ 5,000.00	\$ -	\$ 5,000.00
5512		Technology/Computer Upgrade	\$ 5,000.00	\$ 20,000.00	\$ -
		Village Hub - Project Workplan	\$ -	\$ 20,000.00	\$ -
		Security Server	\$ -	\$ -	\$ -
Total			\$ 10,000.00	\$ 40,000.00	\$ 5,000.00
		Roof Upgrades	\$ -	\$ 75,000.00	\$ 75,000.00
5513	Admin Bldg	Retrofit (pushed to 2023)	\$ 468,500.00	\$ -	\$ -
		Flooring/Upgrades (Main Floor)	\$ -	\$ -	\$ 15,000.00
		GIS Council Mapping	\$ -	\$ -	\$ 7,500.00
Total			\$ 468,500.00	\$ 75,000.00	\$ 97,500.00
5514	Duplex	Foundation/Bachelor Upgrades	\$ -	\$ -	\$ 75,000.00
		Bathroom Upgrade	\$ -	\$ -	\$ -
		HVAC	\$ -	\$ -	\$ -
		Fence Gates/Backyard	\$ -	\$ -	\$ 5,000.00
Total			\$ -	\$ -	\$ 80,000.00
		Garbage & Recycling Collection	\$ -	\$ -	\$ 600,000.00
5544	Enviro Health	Cemetery	\$ -	\$ -	\$ -
		Landfill - Upgrades w/ Generator	\$ 31,500.00	\$ -	\$ -
		Village Hub - Collection System	\$ -	\$ 125,000.00	\$ -
		Landfill - Pit expansion	\$ 100,000.00	\$ -	\$ 100,000.00
Total			\$ 131,500.00	\$ 125,000.00	\$ 700,000.00
			\$ -	\$ -	\$ -
5522	Protective Services	FireTruck	\$ -	\$ -	\$ -
		Rescue Truck	\$ -	\$ -	\$ -
		Rescue Equipment	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
		new Firehall Furniture/Shelving	\$ 25,000.00	\$ -	\$ -
Total			\$ 50,000.00	\$ 25,000.00	\$ 25,000.00
		Fleet - Heavy Duty	\$ -	\$ 450,000.00	\$ 450,000.00
5562	Public Works	Streetlights (20 light expansion plan)	\$ -	\$ -	\$ 150,000.00
		Stormwater System	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
		Heavy Duty Fleet Accessories	\$ -	\$ -	\$ 25,000.00
		Village Hub - Roadway Development	\$ -	\$ 125,000.00	\$ -
		AFO Greenspace Equipment	\$ -	\$ -	\$ 10,000.00
		Fleet - Light Duty Leasing	\$ -	\$ -	\$ 60,000.00
Total			\$ 50,000.00	\$ 625,000.00	\$ 745,000.00
			\$ -	\$ -	\$ -
5553	Parks	Splash Pad	\$ -	\$ -	\$ 250,000.00
		Tew Park Phase 1	\$ -	\$ -	\$ -
		Tew Park Phase 3/Voluntourism	\$ -	\$ -	\$ 25,000.00
		Boardwalk Extension	\$ 700,000.00	\$ 50,000.00	\$ -
		Playground Equipment	\$ 50,000.00	\$ -	\$ 75,000.00
Total			\$ 750,000.00	\$ 50,000.00	\$ 350,000.00
		Hydrotherapy/Sauna Retrofit	\$ -	\$ -	\$ 150,000.00
5552	Recreation Center	Paving of CRC Parking Lot	\$ -	\$ -	\$ 200,000.00
		Aquatic Center Application	\$ -	\$ 7,500.00	\$ -
		Aquatic Center Redevelopment	\$ -	\$ 75,000.00	\$ -
		Technical Upgrades/24 Hour Fitness Center/CCTV Upgrades	\$ 5,000.00	\$ 45,000.00	\$ -
		Arena - Heat Reclaim Assessment	\$ -	\$ 210,000.00	\$ -
		Basketball Backboards	\$ -	\$ -	\$ 15,000.00
		Arena Equipment	\$ 125,000.00	\$ -	\$ -
Total			\$ 130,000.00	\$ 337,500.00	\$ 365,000.00
			\$ -	\$ -	\$ -
5574	VIC/Ec Dev		\$ -	\$ -	\$ -
		Telegraph Office	\$ -	\$ -	\$ -
		Heritage Buildings	\$ -	\$ -	\$ -
Total			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
Cumulative Total			\$ 1,590,000.00	\$ 1,277,500.00	\$ 2,367,500.00

Department	2023	2024	2025
Administration	\$ 10,000	\$ 40,000	\$ 5,000
Administration Building	\$ 468,500	\$ 75,000	\$ 97,500
Duplex	\$ -	\$ -	\$ 80,000
Environmental Health	\$ 131,500	\$ 125,000	\$ 700,000
Protective Services	\$ 50,000	\$ 25,000	\$ 25,000
Public Works	\$ 50,000	\$ 625,000	\$ 745,000
Parks	\$ 750,000	\$ 50,000	\$ 350,000
Recreation Centre	\$ 130,000	\$ 337,500	\$ 365,000
Visitor Services	\$ -	\$ -	\$ -
Total	\$ 1,590,000	\$ 1,277,000	\$ 2,367,500

Major Capital Budget Plan Scope of Work:

- Vehicle Replacement: The VoC PW and Landfill Services Department will be procuring a heavy equipment fleet including Dump Truck with Belly Plow and Grader Attachments, Excavator, and Payloader.
- Village Hub Development Projects: The VoC will be including three Village Hub Development Projects in the 2024 Capital Budget. These projects include the development of Village Hub Workplan/Business Plan, Development and installation of the Hub collection system, and Development of the Hub Municipal Roadway additions.
- Recreation Complex: Green Municipal Fund Facility Assessment for Heat Reclaim Technology in the CRC to offset or reduce utility costs of the ice plant and boiler systems. Other capital projects include an operational assessment of the existing Aquatic Center, and upgrades to the CRC CCTV surveillance system including implementation of 24 Hour Access System to the CRC Fitness Center.
- Administration: Roofing upgrades and re-shingling of the Village Office, Computer Upgrades for all Service Points, and Manager Workstations. Public Works General Manager computer will not be included in this upgrade. Upgraded in 2023.



Village of Carmacks

By-law 299-24

A BY-LAW OF THE VILLAGE OF CARMACKS IN THE YUKON TERRITORY TO PROVIDE GUIDANCE TO RECREATION DEPARTMENT PRIORITIES, OBJECTIVES, AND CAPITAL PROJECT GOALS OUTLINED IN THE VoC PARKS & RECREATION MASTER PLAN (PRMP) OVER THE NEXT 10 YEARS OF DEFINED LEVELS OF SERVICE.

WHEREAS Section 279 (1) of the Municipal Act provides that a Council may, 279(1) An official community plan must address (a) the future development and use of land in the municipality (including parks); (b) the provision of municipal services and facilities; including recreation services and official planning documents.

VoC OCP 2021 included priority projects outlining the development and practice of a Parks & Recreation Master Plan.

NOW THEREFORE the Council of the Village of Carmacks, in open meeting assembled, hereby enacts as follows:

1. Title: This bylaw may be referred to as the "Parks & Recreation Master Plan".
2. Conditions:
 - a. The The Parks and Recreation Master Plan attached as Schedules A are made part of this Bylaw, and is designated and adopted as the Parks and Recreation Master Plan for the entire area within the jurisdiction boundaries of the Village of Carmacks.
 - b. The term of this Master Plan is 10 years from the date of adoption.
 - c. All rates shall be billed on a one-hour minimum basis and on half hour increments.
 - d. Goods and Services Tax must be added to the following rates unless otherwise specified.
 - e. All rentals are subject to the Village of Carmacks – Rental Agreement

ENACTMENT

This bylaw shall come into full force and effect upon the final passing thereof.

Read a first time this 19th day of March 2024.

Read a second time this 19th day of March 2024.

Read a third and final time this 2nd day of April 2024.

Lee Bodie, Mayor _____ Matthew Cybulski, CAO _____

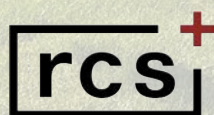


Carmacks Parks & Recreation Plan



GROUNDSWELL
PLANNING

In association with



LEES
ASSOCIATES

MARCH 2023



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Image credits: Groundswell Planning, Google Earth (this page)

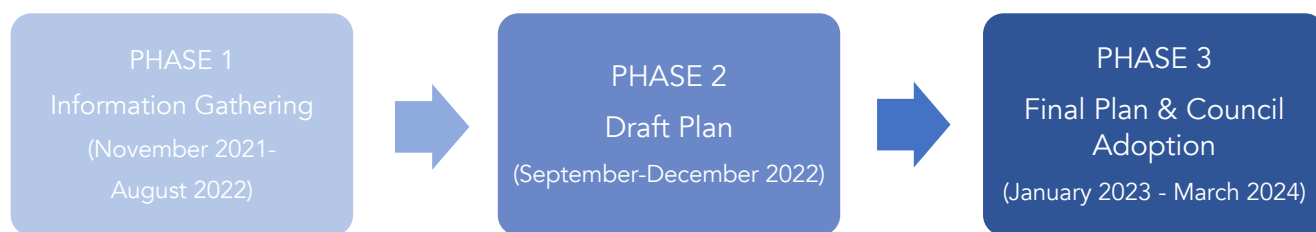
1.0 Introduction

A Parks and Recreation Master Plan (PRMP) sets the high-level, strategic direction for how a municipality delivers parks and recreation programs and infrastructure. Following the direction of the Village of Carmacks 2021 Official Community Plan, the Village set out to create a PRMP, in so doing re-examining and confirming its approach to parks and recreation.

The PRMP creates a 10-year blueprint for the Village of Carmacks that:

- Sets out a **vision** and **guiding principles** for parks and recreation consistent with community needs and Council priorities;
- Establishes key **goals** and **objectives** for municipal recreation services, programs, facilities and events;
- Considers Village capacity and budget implications; and,
- Sets out a course for **implementation** and **performance evaluation**.

The Plan was developed over a x-month timeframe and was developed by a team led by Groundswell Planning in partnership with the Village and Carmacks Recreation Committee. Organized into three distinct phases, the team’s planning process involves compiling background research, engaging the community and stakeholders, working with staff and Council to chart direction and strategy, and drafting the plan document.



VOC Council adopted the final plan in March 2024.

Please note that the background and analysis sections of this document are a summary of the planning team’s comprehensive background report, entitled “State of Play”, which is available from the Village.

2.0 Why Parks and Recreation Matters

Recreation is defined as “the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community well-being.”¹ Governments have a long history of providing parks and recreation to citizens, stemming from a guiding philosophy that views recreation as a “public good” available to all, akin to schools, roads, drinking water, and law enforcement. This ongoing public investment into recreation has tangible benefits both at an individual and societal level. The graphic below depicts a summary of recreation benefits as compiled by The National Benefits Hub².



¹ Interprovincial Sports and Recreation Council and the Canadian Parks and Recreation Association, 2015. Framework for Recreation in Canada: Pathways to Wellbeing.

² National Benefits Hub. www.benefitshub.ca

3.0 Community Context

Carmacks is an incorporated community of approximately **601 residents** situated in the Traditional Territory of the Little Salmon Carmacks First Nation (LSCFN) near the junction of the Yukon and Nordenskiöld rivers. Referred to as the “**Hub of the Yukon**”, Carmacks hosts a range of government and private sector services and infrastructure such as a grocery/general store, year-round recreation centre, Royal Canadian Mounted Police detachment, K-12 school, Yukon University campus, parks and playgrounds, and a riverfront boardwalk.

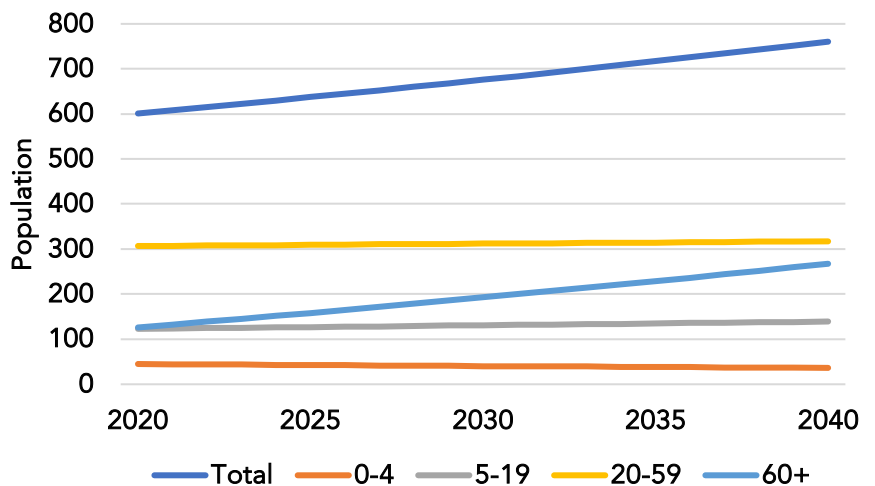
For millennia, the Carmacks region has been an important traditional fishing, hunting, and trapping area for the Northern Tutchone people, the ethnographic group to which the modern-day LSCFN people belong. The area around Carmacks was also an important trading hub for many generations of other Yukon First Nations preceding contact with European people. Carmacks’ modern settlement history can be traced back to George Carmack’s discovery of coal and establishment of a trading post at Tantalus Butte in 1893. After the Gold Rush, it also became an overnight stop along the winter overland trail between Whitehorse and Dawson.

The main economic drivers of Carmacks are public administration, education and health care/social assistance. Construction and accommodation/food services are the largest private sector employers. Its proximity to Whitehorse and small size means that Carmacks is not large enough to support extensive full time employment, the level of competition or the desired range of goods and services.

According to the 2021 census data, Carmacks’ population has grown by over 19% over the last five years, making the community one of the fastest growing in rural Yukon. Men represent 49% of the population and women 49%, and First Nation residents account for almost 71% of the population. According to available 2021 and 2016 census data, the community, compared to the Yukon as a whole, has a:

- Much higher proportion of First Nation residents;
- Lower immigrant population;
- More stable population (i.e., less in-migration);
- Slightly lower average household size (2.2 persons/household);
- Higher growth rate;
- Much lower income; and
- Higher cost of living.

Figure 4. Carmacks Population Projection 2020-2040 (Low Growth Scenario)*



The 2040 low growth population forecast predicts that the population will increase by 179 residents and become increasingly older, with 84% of the population growth happening in the 60 & over demographic and no growth in the preschool-age demographic.

4.0 Service Delivery Overview

The Village of Carmacks delivers a range of direct and indirect parks and recreation services to residents of the community, as illustrated at right. The department’s name is somewhat misleading given its responsibilities around parks and playgrounds.

Department Structure

The Village’s Recreation Department is based out of the Recreation Centre on River Drive and currently consists of five full-time and two part-time staff, in addition to a fluctuating number of volunteers.

The Recreation Director reports to Council and the Chief Administrative Officer on a regular basis about departmental activities.

Pursuant to the *Municipal Act and Recreation*

Committee Bylaw, Council has delegated some of its “powers, duties, and functions related to recreation services” to a Recreation Committee consisting of 5-10 members. The Board is supposed to meet at least six times a year. There is currently a six-member Committee in place that meets on a regular basis.

Policy Framework

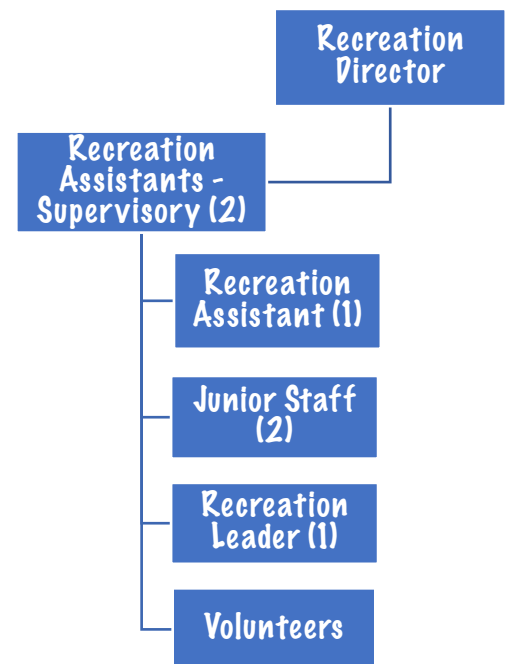
Numerous municipal and Recreation Department policies guide the delivery of recreation in Carmacks, including:

- *Official Community Plan*
- *Parks and Open Space Bylaw*
- *Fees and Services Bylaw*

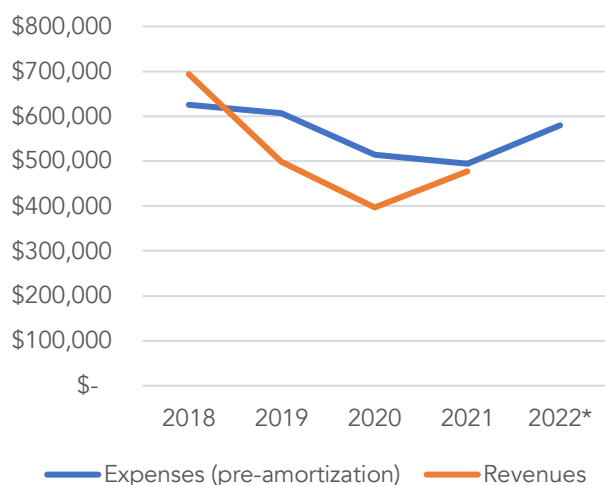
In addition to the Village-level policies governing recreation delivery, the Recreation Department has developed staff policies and an operational manual.

Financial Resources

The Village’s recreation spending has generally declined over the past five years. Expenses dropped from around \$625,000 to about \$494,000 between 2018 and 2021, due in part to the complications of COVID-19 induced Recreation Centre closures and associated impacts on programs and (presumably) the closure of the swimming pool. Spending for 2022 was projected to be just below \$580,000.



Recreation Budget 2017-2022



Over half of the 2022 budget was allocated to staffing-related expenses, and one-quarter is spent on utilities and maintenance for the Recreation Centre.

Historically, the Village has only charged for drop-in use of its fitness centre and facility rentals; this was in part due to a lack of capacity (or technology) to collect user fees. Programming and other drop-in use of the Recreation Centre have been offered free-of-charge as well. In late 2022, the Village began rolling out user fees to generate additional revenues, increase its value proposition and retain program participants using the Univaris Recreation Software system. A barcode scanner was installed in the Recreation Centre lobby. The system will allow for closer oversight of financial transactions and proper application of user subsidies.

In 2021, recreation consumed 23% of the total municipal budget, a sizeable drop from the 30% mark in 2017. (For reference, the City of Whitehorse spends around 18% on recreation and achieves a cost recovery rate of around 31% while the City of Dawson spends around 23% of its budget and achieves a 12% cost recovery³).

The opening of the new arena will have a significant impact on the Village’s recreation budget. The costs associated with ice plant operation⁴, heating, maintenance, and staffing – among other items – have been estimated at \$661,000 in the draft Arena Business Plan under development by RC Strategies. The Plan is projecting an annual operating deficit of \$577,450. The new facility, combined with the community’s habituation to free program and facility access, pose risks to the financial viability of parks and recreation delivery by the Village and warrant continued and sustained attention.

Facilities and Amenities

The Village owns and maintains a variety of indoor and outdoor facilities. The most significant indoor facility assets are the Recreation Centre and about-to-be-open arena.

The Village also owns and maintains a range of outdoor amenities, including playgrounds, parks, and the two-kilometre river boardwalk. These are depicted below.

Other local recreation amenities include the LSCFN Village ball diamond and ice rink, trails, boat launch and nearby lakes such as Coal Mine and “8 Mile”.

Indoor Facilities/Amenities	Outdoor Facilities
Recreation Centre	Merv Tew Park
Gymnasium	Pocket Park
Fitness centre/weight room	Rowlinson Drive Park
Youth lounge	Heritage buildings (5)
Mezzanine space/upstairs	Nordenskiold Cemetery
Kitchen	Riverfront boardwalk
Arena	

³ These are 2018 figures

⁴ The CIMCO ice plant operating costs can range from \$7000 - \$25,000 per month, according to the Recreation Director.

Village Indoor Recreation Facilities and Amenities



Youth lounge



Arena



Kitchen



Fitness centre



Gymnasium



Upstairs/mezzanine



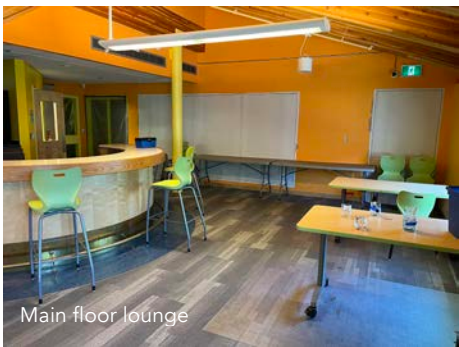
Arena heated viewing area



Trophy case



Rec Centre 2nd storey patio



Main floor lounge



Rec Centre entrance



Kitchen

Village Outdoor Recreation Facilities and Amenities



Pocket Park playground



Pocket Park playground



Merv Tew Park bandshell



Merv Tew Park gazebo



Merv Tew Park playground



Rowlinson Drive Park



Merv Tew Park cabin



Riverfront boardwalk



Rowlinson Drive Park tot features



Nordenskiöld Cemetery



Pocket Park gazebo



Carmacks Roadhouse

An analysis of parkland quantity and accessibility showed that Carmacks has about twice the Canadian standard of parkland per 1000 residents; however, parts of some neighbourhoods fall just outside of what is considered a “walkable” distance, specifically the northernmost portion of the Tswanjik, Nordenskiold, and LSCFN Village subdivisions, as well as the North Klondike.

Generally, summer is the busy season at the Recreation Centre, with drop-in traffic ranging from 75-100 people daily - a high proportion of those being non-residents. Over the past few years, much of the winter recreation activity has taken place at the LSCFN outdoor rink. The Rec Centre is generally open 12 hours a day from Monday to Friday, with more limited hours on the weekends. The Recreation Manager is working on getting the Village’s 12-passenger van operational for picking up participants and for field trips to other communities.

There is no detailed capital plan for recreation facilities at present. Likewise, there is no asset management (AM) system or dedicated record keeping in place. The Village’s Public Works Department is primarily responsible for the maintenance and upkeep of the Village’s indoor and outdoor recreation facilities and this function is subsumed under the broader Public Works budget. Both the Recreation and Public Works managers were supportive of a potential organizational re-structuring that would see responsibility for all parks and recreation fall under the Recreation department.

Programming and Events

The Village offers a variety of programs for a broad demographic spectrum of Carmacks residents. The Recreation Manager is trying to provide direct programming for about 60-70% of the schedule, with the remaining 30-40% drop-in/casual in nature. A multitude of factors inform and influence programming decisions, including Council and CAO input, feedback from participant and parents, funding directives, collaborative opportunities, and instinct. Regular community dinners happened pre-COVID. Hosting regular community events, including sport tournaments, are a priority going forward.

Third party recreation delivery has been quite limited in Carmacks in recent years. In the past six months, a hockey and curling organization have formed. A designated recreation lead is in place at Little Salmon Carmacks First Nation as well, which has in turn fostered more collaboration with the Village.

Community Support, Partnerships and Outreach

The Village receives \$15,000 in funding annually through Lotteries Yukon’s Community Grants Program, with some remaining at the end of each fiscal year. The Recreation Department’s primary communications channels are the Carmacks Recreation Facebook page, electronic billboard outside the Village administration building, posters, and word-of-mouth (with social media and word-of-mouth reportedly being the most effective). Recreation users are asking for a seasonal recreation guide to be available in print and online.

Departmental Capacity and Training

The Recreation Department’s staffing situation has fluctuated in recent years. The current Manager is vacating the role but will provide support and oversight to the new Manager from the Chief Administrative Officer seat. There is generally strong retention among other staff in the department. Staff are well equipped to deliver programming but administrative and project management skills and capacity need continued development.

5.0 What We Heard

Carmacks residents participated in the development of the 2023 Parks and Recreation Master Plan via various input opportunities. The following is a summary of survey results, complete with excerpts of respondent comments intended to highlight recurring or insightful themes. The complete results are available in the PRMP Background Report.

Household Survey Findings

Participation and Values

- Most of the survey participants' **"Top 10" activities** were **outdoors based**, including (in order of popularity) camping, BBQing/picnicking, hiking/walking, motorized boating, snowmobiling/ATVing, wildlife/nature appreciation, and playing at playgrounds.
- **Top indoor activities** were (in order of popularity) arts and crafts, fitness training at the gym, music, yoga and fitness class. **First Nation cultural activities** were participated in by almost **half** of survey respondents.
- (In order of frequency) inconvenient times, lack of time, lack of awareness, cost of programs, and lack of interest were cited as the **Top 5 barriers to participation** in recreation by survey respondents.



Facility Utilization, Quantity and Quality

- **Parks, trails, and greenspaces** received the **broadest visitation** by households of survey respondents, with the boardwalk and Ridge Run trails receiving the highest level of frequent use of all amenities, followed by parks, campgrounds, and greenspaces outside the townsite. Merv Tew Park was second to the boardwalk/Ridge Run in terms of broad usage.
- **Indoor facilities** were generally **less utilized** by Carmacks residents than their outdoor counterparts, with the most broadly used indoor facilities being (in order of frequency) the Recreation Centre's gymnasium, fitness centre, and upstairs space, with the fitness centre receiving the highest level of frequent (21+) usage.
- Survey responses suggest that many **community members plan to use the new arena** when it opens. Over half of respondents indicated they would use the facility fairly often, while no one predicted they wouldn't use it at all.

Values Around Recreation

- Survey respondents strongly agreed that parks and recreation are important to their own **quality of life** and the **vitality of the community** overall.

"It seems a little less interesting living here without the activities that used to happen. It seems the community lost touch with big events and not enough time being put into them either."

"An ATV/skidoo event would provide a safe and fun activity for children and events. Though we have hills to sled and ski on it would be awesome if a designated hill was taken care of specifically for this event because the winters can be so boring here."

"Board games available for families..."

"Having groomed and set tracks for XC ski trails would be excellent. Getting more personal training and fitness classes at various times - early mornings, lunch hour and evenings - would be really great."

"We need more opportunities to keep people in the community and not let the beautiful centre sit idle. Keep it in daily use!"

"An outdoor facility (preferably adjacent to the arena and swimming pool to be :) where there can be a running track, field for soccer, ball diamond, etc.... With adequate space and seating for spectators and participants. Could double for leisure too with a picnic area and benches for viewing near the river. Maybe a fire pit or two so people can use these"

"Love to see a musical stage where artists can come to play in the summer time."

"Pool would be beneficial to everyone"

"Motorized trails to ensure safety of walkers or runners. Ball fields tend to have ruts, holes or huge rocks which can all lead to injury".

Allowing for variety of sport opportunities (allows people to try) new things and have the potentially try out for Arctic Winter Games, Indigenous games, Canada summer or winter games"

"Public ice skating, roller skating, concerts"

"Yes definitely swimming. Carmacks had an awesome swim club with numerous children that fell flat with no pool".

"...children here like volleyball need proper outdoor facilities and to actually use the gymnasium for this and other sports. Actually take the effort to set up nets, coach, referee, etc., same could be said for other activities. Host tournaments which drive interest. It is one thing to have the one offs as drop-ins now and then but if people don't know the rules and the games how do you promote interest. There needs to be something more organized".

"Could improve the trails (clear map and mark including distances) and establish some somewhat organized skiing, snow shoeing, etc. Maybe even snowmobiling for the youth/adults?"

"More individual sports are good too, weight training, cardio, meditation, martial arts, wrestling, etc."

"Overall, I think the rec dept is doing a great job! I'm sure there has been many challenges due to COVID but the

staff appear to have done a great job considering the challenges."

"There needs to be more programming that is non sports related particular for young adults who are not into the bar scene. Banning 19 and 20 year olds from the youth is ridiculous"

"Can't wait for the new arena, the entire community must have high hopes for this project!"

"After the pandemic settles, bring more community type parties and celebrations on."

"A property tax increase to a fraction of the population of Carmacks is not a good idea. A user fee would be the logical thing to have".

"As one of the few actual property tax payers, I am 100% opposed to the raising of my property taxes for more programming when the majority of users do not pay property tax. Increase user fees as needed but stopping using my taxes as a financial crutch for services not used."

Financial Considerations & Investment Criteria

- Most respondents preferred **maintaining** the current **user fees**. 17% supported an increase, and another 17% supported a decrease.

Facility Priorities

- Most survey respondents indicated a **need for new and/or enhanced facilities** within the next decade.
- A **swimming pool** was the facility suggestion for 63% of respondents who felt that new/enhanced facilities were needed. The next most popular ideas were trails with signage (16%), multi-purpose field (13%), and splash park, curling rink, baseball diamond, skate park, and cross-country ski trails (9% each).



Programming

- The availability and quality of **recreation programs** for **children aged 6-18** was **rated most highly**. Options for **adults** and **seniors** and **children 5 & under** were rated **lowest**.
- (In order of frequency) more activities for adults, young kids/families, teen programs, and organized sports for kids were the most common programming suggestions.
- The most frequent suggestions for **arena programming** were (in order of popularity) public/drop-in/family skating, hockey, curling, tournaments and music/art, skating lessons and community activities.



6.0 Recreation Trends and Best Practices

Health, Fitness and Activity Trends

- Levels of childhood and adult obesity have been steadily increasing over the past few decades, while levels of physical activity have steadily decreased.
- Most Canadian children and youth exceed recommended guidelines for screen time.
- Most Canadian youth and adults prefer spontaneous, unstructured recreation pursuits, with walking, bicycling, and swimming landing in the “Top 5” for both groups.
- Recreation participation varies by age, gender, and socioeconomic status, with men and youth being more likely to play organized sports, women more likely to participate in exercise classes and wellness pursuits such as yoga, and higher income and education correlating strongly with higher participation.

Policy Guidance

Sport and recreation policy is evolving to reflect a growing recognition of the complex, interrelated societal and individual factors linked to participation. The 2015 Framework for Recreation in Canada is the current national guiding document for public recreation providers.



The five pillars of the Framework for Recreation in Canada

Recreation Delivery Trends

Social Determinants of Health – shifting the focus from “how do we get individuals to choose healthier lifestyles” to “how can we create the community environments that make the healthier choice the easier choice”

Physical Literacy and Lifelong Participation - physical literacy is the motivation, confidence, and skills to engage in physical activity and is seen as a pre-condition for lifelong participation; early childhood is the focus

Places and Spaces – evolution of the parks and green space movement to place-making that supports social connections and cohesion with support amenities like Wi-Fi, seating, all ages and abilities design, art, etc.

Multi-Use Functionality and Clustering – continuation of multi-use emphasis for facility investments, accompanied by clustering with complementary services such as community libraries

Revenue Generation – municipal response to fiscal and service delivery pressures through non-traditional revenue streams such as adopt-a-park programs, facility sponsorships, planned giving programs, etc.

Active Transportation - encouraging human-powered travel modes through infrastructure and good design

Changing Volunteerism – overall national decline in volunteerism and shift to shorter commitments that provide participants with work and/or other valued experience

Return to Outdoor, “Adventurous” Play – giving children and youth spaces to explore, play and push limits

Integration of Wellness and Community Development – evolution of the recreation field to include broader wellness and community development aims such as reducing barriers, healthy eating/nutrition, mental and physical health, social inclusion, etc.

7.0 SWOT Summary and Planning Considerations

Governance

<p style="text-align: center;">STRENGTHS (Internal/Village)</p> <ul style="list-style-type: none"> • Current and past Councils are supportive of recreation • There are some policies and procedures in place • Department has good staff retention • Council’s investment in recreation is significant (23% of budget in 2021) • A Recreation Committee is in place to help administration adjudicate funding applications • New recreation booking software will reduce administration time and increase Village capacity to monetize visits from residents and visitors • Village is establishing new and strategic funding sources 	<p style="text-align: center;">WEAKNESSES (Internal/Village)</p> <ul style="list-style-type: none"> • Department and Manager titles do not reflect actual scope of recreation delivery system (i.e. parks, trails, etc.) • Considerable administrative burden on Manager position with associated potential for burn-out • Policy and guidelines are somewhat limited • Arena could require significant new operational funding (i.e., utilities, staffing, etc.) that could jeopardize the Village’s financial position or other recreation delivery • Lack of user fees has potentially devalued the Village’s recreation offer and eliminating potential cost recovery opportunities
<p style="text-align: center;">OPPORTUNITIES (External)</p> <ul style="list-style-type: none"> • Program funding is generally available • Increased resource-based activity could create new opportunities for private sector sponsorship • Policy and governance advice and support is available from other municipalities (particularly City of Whitehorse), online sources, etc. • External project-based funding may allow for short-term project management assistance • Residents highly value recreation and potentially support minor tax/fee increases 	<p style="text-align: center;">THREATS (External)</p> <ul style="list-style-type: none"> • Revenue generating potential of recreation is highly limited with a small population and need to maintain access and affordability • Seasonal worker population and population residing outside of municipal boundaries places pressure on Village resources with lower cost recovery potential • Low incomes and high living costs pose barriers to the amount of disposable income that Carmacks residents can spend on recreation; increases in the senior population will compound this situation • A growing population and new facilities will continue to necessitate new policy development and adaptation
<p>KEY PLANNING CONSIDERATIONS</p>	
<ul style="list-style-type: none"> • Staff skills and capacity may need to broaden to reflect a potential community development function of the department and to deliver on the expanded programs and events offer; • Recreation spending increases may need to be curbed and the Village should ensure that operations and maintenance needs of the new arena are sustainable; • Ensuring clarity on service delivery expectations and models of providing recreation programming (e.g. direct programming by the Village, indirect over time via community groups, etc.); • The Village could look to diversify funding sources and pursue low-cost approaches that leverage existing capital assets and other amenities through sound policy and partnership development. 	

Facilities

STRENGTHS (Internal/Village)	WEAKNESSES (Internal/Village)
<ul style="list-style-type: none"> • There is an impressive mix/variety of outdoor and indoor facilities for a community of Carmacks' size • Parks, trails, and outdoor spaces are highly rated and well used • Facilities are in generally in good condition and many have considerable asset life remaining • Access to funding for larger capital projects is good and equipment replacement needs can be internally funded • Staff generally have capacity/skills to maintain assets • Trails have been evaluated and a detailed recommendation and implementation plan created • Facilities are scheduled with a mix of programmed and spontaneous, drop-in opportunities 	<ul style="list-style-type: none"> • Residents desire a year-round or new pool despite significant recent investments and possibly low likelihood of replacement or funding • Maintenance for parks and greenspaces falls to Public Works but this may not be the best fit for them • Some issues with existing facilities – trail issues, boardwalk flooding, cemetery • Some park spaces may be underperforming • Local costs of construction, operations and maintenance are high • Asset management and capital planning do not receive significant attention • The Rec Centre is underutilized during the daytime hours
OPPORTUNITIES (External)	THREATS (External)
<ul style="list-style-type: none"> • Potential shared interest in Coal Mine Lake improvements with LSCFN • Future community “hub” site adjacent to the Rec Centre/arena holds potential for new open space amenities and programming • National, territorial, and local data points to a strong preference for participation in unstructured activities that require open spaces (i.e., parks, trails, etc.) with lower operating costs as compared to indoor facilities (i.e., arenas and pools) • Significant open space assets near the community • Diversifying outdoor recreation opportunities to align with trends and maximize appeal (e.g. play opportunities for a wide range of children and youth) 	<ul style="list-style-type: none"> • Flooding and climate change is threatening valued assets such as the boardwalk • Poor connectivity between the Recreation Centre and arena and neighbourhoods north of bridge • Climate change policies such as carbon pricing could raise operating costs of large indoor facilities considerably • Funding for capital reserves, especially as costs escalate
KEY PLANNING CONSIDERATIONS	
<ul style="list-style-type: none"> • Optimization of current facilities to ensure maximum benefit and stay current with trends, including more activation of park/open spaces, adaptation of amenities to support more uses/users • With population growth and an aging population, planning for seniors-friendly infrastructure and ensuring convenient access to parks and open spaces for new neighbourhoods • Prioritization of active transportation and accessible infrastructure for an aging population • New neighbourhoods will require parks and open space • Budgeting appropriately for capital facility upgrades, replacements, and renewal 	

Programming

<p style="text-align: center;">STRENGTHS (Internal/Village)</p> <ul style="list-style-type: none"> • The Village is now offering a broad range of programming for all ages and interests • Village is planning for an expanded events calendar • Village programs are free or very low cost • Village successfully adapts to constantly changing circumstances 	<p style="text-align: center;">WEAKNESSES (Internal/Village)</p> <ul style="list-style-type: none"> • Programs for seniors and 5 & under are less available from the Village than those for elementary aged children • Village capacity to administer, design and deliver programming and events are limited • Small base of volunteers and activity “champions” • Programs are vulnerable to low numbers of available participants, conflicting scheduling of other programs or events, availability of instructors, etc. • More specialized programming can be challenging to sustain due to dependence on instructors in a somewhat transient community • Residents cite inconvenient times as a constraint to participation in recreation • Village’s registration system and communications approach may pose barriers to participation/awareness
<p style="text-align: center;">OPPORTUNITIES (External)</p> <ul style="list-style-type: none"> • Participation, lifestyle and population trends point to an increased need for wellness, active living facilitation • Service delivery fluctuations and COVID has many Carmacks residents eager for events and programming • Carmacks’ small size conducive to highly visible and “viral” programming ideas • The new arena could spark an increase in volunteer-run programming • More distance, online staff training available • Climate change is bringing warmer winters and more opportunities for outdoor activities • To grow programming capacity through a community development approach that creates new organizations and volunteers 	<p style="text-align: center;">THREATS (External)</p> <ul style="list-style-type: none"> • Residents perceive the availability and quality of programs for 5 & under, adults, and seniors to be low • Growing cohort of seniors will create new programming needs and demands • Time constraints, excessive screen time, and low rates of physical activity are barriers to participation • It can be difficult for Carmacks residents to stay informed of opportunities
<p>KEY PLANNING CONSIDERATIONS</p>	
<ul style="list-style-type: none"> • Carmacks’ aging population and broader societal trends suggest a shift towards an increased focus on wellness and active/ healthy living facilitation and programming • Limited capacity for hands-on program delivery could be augmented via “how-to” programming geared towards increased use and enjoyment of the outdoors and the Village’s open space amenities • The Village could consider maintaining its emphasis on affordable children’s programming delivered directly and facilitating more specialized options; a few more family-friendly recreation options could help bridge gaps • Use of training supports in areas such as mental health first aid, program development, physical literacy, etc. 	

Partnerships and Community Development

STRENGTHS (Internal/Village)	WEAKNESSES (Internal/Village)
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<ul style="list-style-type: none"> • Funding for a wide range of needs is readily available to community groups and individuals, usually within a very short time frame • Village has some communications channels established and these are working reasonably well • There is a mechanism for third party usage of Village facilities and rentals are affordable 	<ul style="list-style-type: none"> • Communications capacity and effectiveness is limited • Third party usage of park spaces needs further clarity and policy work
<p>OPPORTUNITIES (External)</p>	<p>THREATS (External)</p>
<ul style="list-style-type: none"> • The arena could spark new partnerships and organizations • The relatively small number of external groups and partners makes communications easier • A high proportion of Carmacks children are in Village camps; opportunity to reach families through them • Village recreation facilities are well visited and a great venue to share information and seek input • Increased resource-based activity could create new opportunities for private sector sponsorship and partnerships 	<ul style="list-style-type: none"> • There has been a lapse in community recreation groups; the Village has been virtually the sole recreation provider for several years • Aging population may create a diminishing pool of volunteer resources (i.e., less energy, no kids in the house, etc.) • Village policy and organizational framework may not always “mesh” with a non-bureaucratic community culture
<p>KEY PLANNING CONSIDERATIONS</p>	
<ul style="list-style-type: none"> • Providing support to community members or groups to volunteer and get involved in recreation • Increasing the Village’s positive profile in the community and supporting the efforts of other groups in visible ways • Educating residents about Village recreation spending and its impact on the community • Finding ways to solicit resident input and signal an openness to feedback and learning 	

8.0 Vision, Guiding Principles, and Plan Elements

10-YEAR VISION

“Whether you’re outside or inside, resident or visitor, Carmacks is a great place to play.”

GUIDING PRINCIPLES

Accountability – The Village seeks input of Carmacks residents around recreation delivery and applies facts and best practices to decisions.

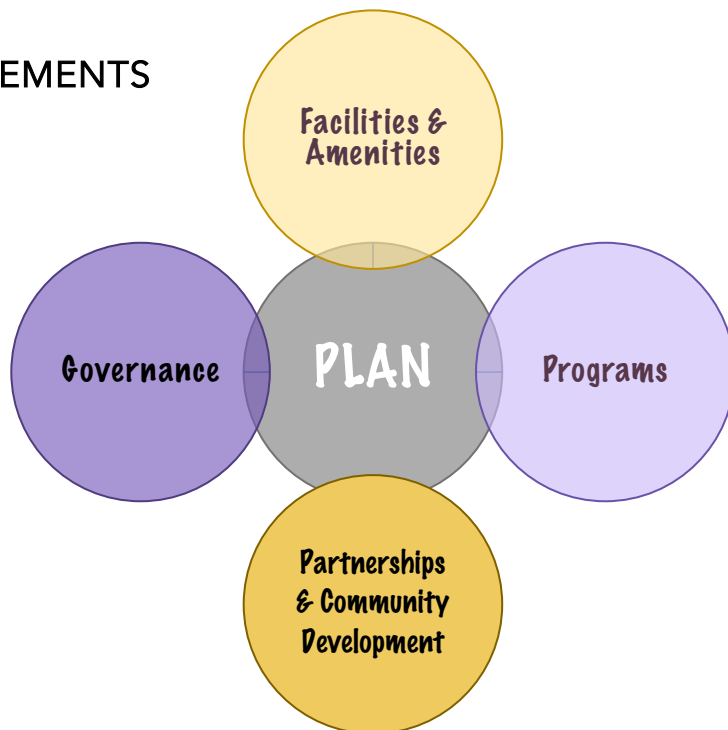
Diversity – The Village encourages and accommodates a wide variety of recreational interests and activities in the community.

Accessibility – The Village works to ensure that recreation is available to Carmacks residents, regardless of their age, ethnicity, mobility, gender, orientation, economic status, etc.

Feasibility – The Village recognizes that its recreation delivery is and strives to find practical and innovative ways to meet core needs.

Sustainability – The Village strives to ensure that its current delivery of recreation programming and facilities protects the environmental, financial, and other resources that are needed to ensure the continual operation of recreation and other services the Village provides.

THE FOUR PLAN ELEMENTS



9.0 Roles and Service Standards

THE VILLAGE'S ROLES IN RECREATION

<p>Steward – The Village cares for the natural and built recreation spaces that are under its jurisdiction and encourage residents to take pride in and care for them.</p> <p>Funder – The Village provides direct and indirect financial support to individuals and groups to pursue, provide, and promote recreational opportunities.</p> <p>Facility provider – The Village provides safe, functional spaces that accommodate a range of recreational activities for the community and makes these available for both City and other activities.</p> <p>Facilitator/partner – The Village works with other individuals and groups to facilitate the delivery of recreational opportunities to Carmacks residents.</p>	<p>Program provider – The Village designs and delivers programs that offer leisure and opportunities for individual and community well being.</p> <p>Listener/learner – The Village strives to listen to and learn from the views of residents, volunteer groups, and the broader community in its approach to planning and delivering recreational opportunities.</p> <p>Leader – The Village helps to create and foster a local culture in which recreation participation and active living are valued and promoted.</p>
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SERVICE STANDARDS

Facilities

Our Service Objective: To provide safe, functional, and enjoyable outdoor and indoor spaces in which Carmacks residents and visitors can spend their leisure time.

Maintenance Priorities Maintenance Priority by Spaces

- | | |
|------------------|--|
| 1) Safety | 1) Highly utilized locations, particularly by vulnerable populations (i.e., children, seniors) |
| 2) Functionality | 2) High maintenance requirements due to specific features or amenities |
| 3) Aesthetics | 3) Highly visible locations |
| | 4) Less used and/or visible locations |

Programs

Our Service Objective: To provide, facilitate, and support a range of recreation opportunities for Carmacks residents.

Delivery Priorities In-House Programming Priority by Recipient Group

- | | |
|--------------|--|
| 1) Safety | 1) Elementary school age children |
| 2) Quality | 2) Demographic and/or other groups not well served by third party programs |
| 3) Diversity | 3) Families |

10.0 Goals and Actions

GOVERNANCE

Goal #1 Restructure the department to better reflect its mandate and increase capacity.

- Action 1.1 Rename the department and manager position title to incorporate the parks function.
- Action 1.2 Recruit an arena lead hand position and consider ways to make it a year-round position.
- Action 1.3 Consider formally assuming parks maintenance tasks currently undertaken by the Public Works department, reassigning budget accordingly.
- Action 1.4 Consider the use of external contractors to help manage the Department's administrative workload, particularly around funding proposals and reporting.

Goal #2 Strengthen the policy framework for recreation delivery.

- Action 2.1 Draft a Recreation Committee policy to clarify its role*, decision-making approach, frequency of meetings, and other mandate and operational matters requiring clarification.
- Action 2.2 Conduct a policy review and address gaps as needed to ensure that the Recreation Department can both communicate and operationalize how it delivers key services (e.g., safety, accessibility, facility user conduct, funding grants).

Goal #3 Strengthen the Department's community development function.

- Action 3.1 Pursue staff training in communications, marketing, administration and project management.
- Action 3.2 Create an image library of Village recreation spaces and activities to support communications.

Goal #4 Increase the Village's financial capacity to deliver recreation services.

- Action 4.1 Secure core funding for arena operations from the Government of Yukon as per the arena business plan.
- Action 4.2 Explore potential for core funding support from Little Salmon Carmacks First Nation (see Goal #15).
- Action 4.3 Develop a corporate sponsorship program and commemorative parks program.

**Proposed Recreation Committee role to include advising Council and Village administration on: funding requests; incorporating public input into larger planning/policy initiatives; annual workplans and achievement of Master Plan goals/objectives; and considering concerns and complaints from the public and user groups in regard to recreation service delivery.*



FACILITIES

Goal #5 Maximize utilization, enjoyment, and sustainability of existing facilities.

- Action 5.1 Complete repairs to the boardwalk and undertake flood-proofing improvements.
- Action 5.2 “Fit out” the arena lobby area to create a comfortable, welcoming community gathering space.
- Action 5.3 Implement the recommendations of the heritage building assessment.
- Action 5.4 Increase maintenance effort for Village park spaces during the summer season.
- Action 5.5 Explore and pilot off-season uses for the arena (e.g., shuffleboard, tennis, pickleball, modular skateboard or bike courses)

Goal #6 Increase and enhance the Village’s open space amenities and opportunities.

- Action 6.1 Implement the trail signage program*.
- Action 6.2 Enhance and expand the local trail network* (as per Official Community Plan “Big Move #3”) and explore potential opportunities for a winter non-motorized trail network close to the townsite.
- Action 6.3 Plan and implement site improvements to 8 Mile Lake to enhance parking, swimming, and picnicking/gathering functions.

Goal #7 Improve active transportation infrastructure.

- Action 7.1 Complete the “Big Move #3” active transportation actions in the Official Community Plan (OCP).

Goal #8 Increase capacity to maintain, manage and plan for facilities.

- Action 8.1 Create general maintenance guidelines and procedures for parks and open spaces.
- Action 8.2 Create a simple asset management plan and record keeping system.
- Action 8.3 Develop capital plans for recreation facilities and ensure that a reserve fund for facility upgrades and repairs is maintained.

Goal #9 Plan for future major recreation facilities.

- Action 9.1 Work with government partners to plan for a new swimming pool.
- Action 9.2 Plan for other community facility priorities and preferences as part of “Village Hub” master planning (OCP Big Move #1).

**A trails assessment was conducted in 2020 and the resulting report included a comprehensive set of recommendations for enhancement of existing key trails and strategic future expansion of the network for local and visitor use. As part of the same project, a trail signage scheme was designed.*

PROGRAMMING

Goal #10 Continue to facilitate and/or deliver a diversity of recreation for all ages.

Action 10.1 Increase programming focus in the following areas:

- Wellness, healthy living, and active aging;
- Family-oriented events;
- Outdoor skills and safety programs; and,
- One-day or weekend workshops geared towards adults.

Action 10.2 Create a new suite of arena programming for structured and unstructured activities,

Action 10.3 Explore opportunities to partner with the swimming pool in Pelly Crossing to provide swimming instruction to Carmacks youth.

Action 10.4 Provide programming to encourage use of Village's outdoor amenities (e.g., disc golf, volleyball, trail-based scavenger hunts).

Action 10.4 Provide a mix of established and new programs on an ongoing basis.

Goal #11 Host more events to foster community wellness, pride, and visitation.

Action 11.1 Continue to offer family and community gathering opportunities on a regular basis.

Action 11.2 Create a calendar of fun community sport tournaments.

Action 11.3 Attract winter hockey tournaments and camps in partnership with Whitehorse or other Yukon communities.

Goal #12 Reduce barriers to participation in recreation.

Action 12.1 Repair the Recreation Department van and upgrade staff licensing to operate it.

Action 12.2 Plan programming on a seasonal basis and promote in advance to maximize participation.

Action 12.3 Increase community awareness of Village and other recreation opportunities via:

- A seasonal program guide;
- Village electronic billboard; and,
- Via partner channels.

Goal #13 Empower staff to deliver high quality programming and community supports.

Action 13.1 Continue to provide staff training in:

- National/territorial standards and supports (i.e. HIGH FIVE, Yukon Physical Literacy Coordinator, safe sport, etc.);
- Program and curriculum development training; and,
- Mental health and wellness support skills.

PARTNERSHIPS & COMMUNITY DEVELOPMENT

Goal #14 Facilitate an increase in third party recreation delivery.

Action 14.1 Identify opportunities for third party groups to share delivery (with a priority on sport leagues, tournaments, and events) and help recruit community members to fill volunteer roles.

Action 14.2 Work with recreation groups to reduce the administrative burden of operating a non-profit association. This could include:

- Consolidating organizations (as appropriate) to minimize the number of volunteers needed to fill executive roles (i.e., President, Vice-President, Secretary, Treasurer);
- Use of more event or activity-specific working groups under one or two umbrella organizations; and,
- As needed, providing tools and templates to streamline and simplify administrative tasks such as financial reporting and minute taking.

Action 14.3 Publicly recognize and celebrate community volunteers (e.g., volunteer awards, recognition dinner, profiles in recreation guide).

Goal #15 Establish and maintain strategic partnerships.

Action 15.1 Pursue a Memorandum of Understanding (MOU) with Little Salmon Carmacks First Nation to establish shared interests, encourage coordination, avoid duplication, and share resources to benefit Carmacks recreation.

Action 15.2 Work with Government of Yukon to secure core operational funding for the arena (Action 4.1).

Action 15.3 Pursue funding and support for sport tourism from Yukon Convention Bureau and Sport Yukon.

Action 15.4 Attend/coordinate inter-agency meetings with other Carmacks community service providers on an ongoing basis.

Goal #16 Increase community awareness of and input into recreation.

Action 16.1 Report annually to community members and local partners on key outcomes and statistics (e.g., financials, programs, participants).

Action 16.2 Provide opportunities for resident ideas and feedback (e.g., suggestion/comment boxes or boards, online).



11.0 Implementation

ACTION	IMPLEMENTATION TIMEFRAME				EXTRA BUDGET
	SHORT-TERM (0-2 yrs)	MEDIUM-TERM (3-6 yrs)	LONG-TERM (7-10 yrs)	ONGOING	
GOVERNANCE					
Rename the department and manager position title	✓				
Recruit arena lead hand and consider ways to make it a year-round position	✓				
Consider reassigning parks maintenance tasks and budget	✓				
Consider use of external contractors				✓	\$
Draft a Recreation Committee policy	✓				
Conduct policy review and address gaps		✓			
Pursue staff training to support community development function				✓	
Create an image library				✓	\$
Secure core funding for arena	✓				
Explore core funding from LSCFN	✓				
Develop corporate sponsorship and commemorative parks program	✓				\$
FACILITIES & AMENITIES					
Complete boardwalk repairs and flood-proofing	✓				\$
Fit out arena lobby	✓				\$
Implement heritage building protection measures		✓	✓		
Increase summer park maintenance	✓				
Explore/pilot off-season arena uses	✓				\$
Implement trail signage program	✓				\$
Enhance/expand local trail network		✓	✓		\$

ACTION	IMPLEMENTATION TIMEFRAME				EXTRA BUDGET
	SHORT-TERM (0-2 yrs)	MEDIUM-TERM (3-6 yrs)	LONG-TERM (7-10 yrs)	ONGOING	
FACILITIES & AMENITIES CONT'D					
Plan/implement 8 Mile Lake improvements		✓			\$
Complete active transportation improvements in OCP		✓	✓	✓	\$
Create parks maintenance procedures		✓		✓	
Develop capital plans and reserve fund				✓	
Plan for a new swimming pool			✓		
Plan for facilities as part of "Village Hub" master planning			✓		\$
PROGRAMMING					
Increase programming focus in strategic areas	✓				
Create new arena programming					
Explore opportunities to partner with Pelly Crossing pool	✓				
Provide outdoor amenity programming				✓	
Provide a mix of new and established programs				✓	
Continue to offer family and community gathering opportunities				✓	
Create a calendar of fun tournaments	✓				
Attract winter hockey tournaments and camps	✓				\$
Repair Recreation Department van	✓				
Plan programming on a seasonal basis				✓	
Increase awareness of recreation opportunities				✓	
Continue to provide staff training in key areas				✓	



ACTION	IMPLEMENTATION TIMEFRAME				EXTRA BUDGET
	SHORT-TERM (0-2 yrs)	MEDIUM-TERM (3-6 yrs)	LONG-TERM (7-10 yrs)	ONGOING	
PARTNERSHIPS & COMMUNITY DEVELOPMENT					
Identify opportunities for third party groups to share delivery and recruit volunteers				✓	
Work with recreation groups to reduce administrative burden				✓	\$
Recognize community volunteers				✓	
Pursue MOU with LSCFN	✓				
Pursue funding and support for sport tourism	✓				
Attend/coordinate inter-agency meetings				✓	
Report annually on recreation outcomes				✓	
Provide opportunities for resident ideas and feedback				✓	





Village of Carmacks

By-law 300-24

A BY-LAW OF THE VILLAGE OF CARMACKS IN THE YUKON TERRITORY TO AUTHORIZE THE RATES OF TAXATION IMPOSED FOR THE YEAR 2024.

WHEREAS Section 55(2) of the Assessment and Taxation Act, being Chapter 13 of the Revised Statutes of the Yukon 2002 and amendments thereto, requires that each taxing authority other than the Commissioner in Executive Council shall, by by-law made on or before April 15 in each year, levy taxes in accordance with this Act upon all taxable real property that is within its jurisdiction; and

WHEREAS the rates hereinafter set out are deemed necessary to provide the revenue amounts required for the estimated expenditures of the Village;

NOW THEREFORE, by virtue of the authority conferred upon it by Section 246 of the Municipal Act, being Chapter 154 of the Revised Statutes of the Yukon 2002 and amendments thereto, the Council of the Village of Carmacks enacts as follows:

1.0 Citation of Bylaw

1.1 This bylaw may be cited as the "**2024 Property Tax Bylaw**"

2 Purpose and Application

2.1 The intent of this bylaw is to establish the taxing regime for all properties within the administrative boundaries of the Village of Carmacks.

3 Definitions

3.1 In this Bylaw, the following terms or phrases shall be interpreted as follows:

"Residential" means all classes of real property used primarily for residential use, other than Country Residential, and are designated on the assessment roll as RS1, RS2, RCM, RMH, OSP or RSM.

"Non-residential/Commercial/Industrial/Government" means all classes of real property used primarily for commercial, industrial and public purposes and are designated on the assessment roll as CMC, CMH, CML, CMS, INS, MHI, MSI, PRC, or QRY.

"Country Residential" means all classes of real property designated on the assessment roll as REC or RSC.

"Unimproved/Speculative" means all real property under any of the above designations on which there are no improvements assessed or development permitting timelines have elapsed without completion.

"Assessment Roll" means the current Village of Carmacks Assessment Roll.

"Total Assessment" means the combined total of the assessed value of land and improvements for real

property as listed on the tax roll.

4 General Operation of the Bylaw

- 4.1 There shall be levied upon all taxable Residential (primarily Urban Residential) real property in the Village of Carmacks, a general tax for 2024 at the rate of 1.5 percent of the total assessment.
- 4.2 There shall be levied upon all taxable Non-residential/Commercial/Industrial/Government real property within the Village of Carmacks a general tax for 2024 at the rate of 1.87 percent of the total assessment.
- 4.3 There shall be levied upon all taxable Country Residential real property in the Village of Carmacks a general tax for 2024 at the rate of 1.45 percent of the total assessment.
- 4.4 There shall be levied upon all taxable Unimproved/Speculative real property within the Village of Carmacks a general tax for 2024 at the rate of 2.00 percent of the total assessment.
- 4.5 As provided for under Section 60(2) of the Act, a minimum tax shall be applied when the percent rate applicable under Sections 3, 4, or 5 results in an amount less than the minimum tax of:
 - four hundred dollars (\$400) for all taxable Residential and Non-Residential/Commercial real properties; or,
 - three hundred and fifty dollars (\$350) for all other taxable real properties.
- 4.6 If any section, sub-section, sentence, clause, or phrase of this Bylaw is for any reason held invalid, the validity of the remaining sections of the Bylaw shall not be affected by the decision.

This by-law shall come into force and effect upon the final passing thereof.

By-law 285-23 is hereby repealed.

Read a first time this 19th day of March 2024

Read a second time this 19th day of March 2024

Read a third time and passed this 2nd day of April 2024

Lee Bodie, Mayor

Matthew Cybulski, CAO



Village of Carmacks

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

CMHC Housing Accelerator Funding Awarded to Village of Carmacks

March 28, 2024 - The Village of Carmacks is proud to announce that it has been selected as a recipient of the Canada Mortgage and Housing Corporation (CMHC) Housing Accelerator Funding (HAF). This funding, totaling \$2.36 million, will be instrumental in fast-tracking the development of 30 housing units, including a high-density housing project known as "The Village Hub."

"The Village Hub" will be a cornerstone of our community's efforts to address housing needs (24 units), with 12 units specifically designated for low-income housing. This development aligns with our commitment to creating inclusive and sustainable housing options for all residents of Carmacks.

In addition to "The Village Hub," the Village of Carmacks will be implementing various HAF-funded initiatives aimed at enhancing housing accessibility and affordability. These initiatives include:

- **Implementation of a New E-permitting System:** Streamlining the permitting process to expedite housing development projects.
- **By-law (Zoning) Amendments to Promote Housing Diversity:** Ensuring that zoning regulations support a variety of housing types to meet the needs of our diverse population.
- **High-Density Site Development Incentives and Non-profit Partnerships:** Encouraging the construction of high-density housing through incentives and fostering partnerships with non-profit organizations.
- **Idle Land and Single Residence Taxation and Disincentives:** Addressing issues of land speculation and underutilization by implementing taxation measures to encourage development.

Mayor Lee Bodie expressed his gratitude for the support from CMHC, stating, "This funding represents a significant investment in the future of our community. With the support of CMHC, we are empowered to address housing challenges and create a more vibrant and inclusive Carmacks."

Deputy Mayor Justin Lachance echoed Mayor Bodie's sentiments, emphasizing the importance of collaboration in achieving our housing goals. "By working together with government partners and

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



Village of Carmacks

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

stakeholders, we can make meaningful progress towards ensuring that everyone in Carmacks has access to safe and affordable housing. It is crucial to the health of the community to have the opportunity to live and grow in their home community and not be forced to move away for suitable housing or work."

The Village of Carmacks looks forward to the positive impact that these initiatives will have on our community and is committed to continuing efforts to enhance housing affordability and accessibility for all residents.

For media inquiries, please contact:

Matthew Cybulski – CAO@Carmacks.ca

Contact Information:

Village of Carmacks
143 River Drive Box 113, Carmacks YT Y0B 1C0

Ph: (867) 863-6271 Fax: (867) 863-6606

Quotes:

"This funding represents a significant investment in the future of our community. With the support of CMHC, we are empowered to address housing challenges and create a more vibrant and inclusive Carmacks." - Mayor Lee Bodie

"By working together with government partners and stakeholders, we can make meaningful progress towards ensuring that everyone in Carmacks has access to safe and affordable housing. It is crucial to the health of the community to have the opportunity to live, and grow in their home community and not be forced to move away for suitable housing or work." - Deputy Mayor Justin Lachance

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News Release

For immediate release
April 2, 2024

Helping build more homes, faster in Watson Lake, Dawson, Carmacks, and Haines Junction

Watson Lake, YK – With federal funding and federal leadership, we are changing how municipalities let housing get built in their communities. With a greater focus on higher density housing, and affordable housing, we are going to get more homes built for Canadians at prices they can afford.

Today, the Government of Canada announced four new Housing Accelerator Fund (HAF) agreements in the Yukon that will help fast track a combined total of 110 homes in the next three years and spur the construction of more than 1,000 homes over the next decade.

A total of almost \$6.7 million will help these municipalities eliminate barriers to building more housing, including over \$2 million for the Town of Watson Lake, over \$1 million for the City of Dawson, over \$2.3 million for the Village of Carmacks, and over \$1.2 million for the Village of Haines Junction.

HAF is helping cut red tape and fast track at least 100,000 permitted new homes over the first three years, which municipalities estimate will lead to the creation of more than 750,000 permitted new homes for people in towns, cities, villages, and Indigenous communities across Canada over the next decade. It asks for innovative action plans from local governments, and once approved, provides upfront funding to ensure the timely building of new homes, as well as additional funds upon delivering results. Local governments are encouraged to think big and be bold in their approaches, which could include accelerating project timelines, allowing increased housing density, and encouraging affordable housing units.

The Government of Canada is making life more affordable for Canadians – and housing is key to our work. We will continue to work with provincial, territorial, and municipal governments, as well as Indigenous partners, to keep building more homes for Canadians, faster.

Quotes:



"Today's announcement will help fast track more than 100 homes in Watson Lake, Dawson, Carmacks, and Haines Junction in the next three years and over 1,000 over the next decade. We will continue working with municipalities, mayors, Indigenous partners, and all levels of government to get more homes built for Canadians at prices they can afford." – **The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities**

"Our municipalities are keenly aware of the housing crisis our country is currently experiencing, and they know the real needs of our communities. The Housing Accelerator Fund is an acknowledgement that the status quo is no longer sufficient. By working together, innovative initiatives led by the municipalities will remove barriers, incentivize the redevelopment of underused land, and speed up construction. In collaboration with these communities, our government is proud to help them grow and get more homes built for the people of the Yukon." – **Brendan Hanley, Member of Parliament for Yukon**

"On behalf of the Town of Watson Lake, we sincerely appreciate the support of the Government of Canada and Canada Mortgage and Housing Corporation in making this funding available to our community. With these funds we intend to increase the overall availability and affordability of housing, helping ensure everyone in Watson Lake has a safe and affordable place to call home." – **Christopher Irvin, Mayor of Watson Lake**

"The City of Dawson is very pleased to receive funds through the Housing Accelerator Fund program to help us increase our available housing and associated infrastructure. Through innovations such as an electronic permitting system and increased use of GIS-mapping tools, the development process will be made faster and more efficient for both applicants and municipal staff. This investment will also ensure that the town's development bylaws are reviewed to help facilitate an adequate mix of housing types in our community, including affordable housing, while enhancing our municipality's economic, social, and environmental sustainability." – **William Kendrick, Mayor of Dawson**

"This funding represents a significant investment in the future of our community. With the support of CMHC, we are empowered to address housing challenges and create a more vibrant and inclusive Carmacks." – **Lee Bodie, Mayor of Carmacks**

"The Village of Haines Junction is excited to announce its partnership with the Housing Accelerator Fund (HAF). The HAF is aimed at significantly increasing the supply of affordable homes in our community. This fund will support the Village in removing barriers to the development of new homes in Haines Junction. Through this initiative, the Village of Haines Junction will receive targeted funding, enabling us to streamline processes, and create innovative solutions that promote affordable housing development." – **Bruce Tomlin, Mayor of Haines Junction**

Quick Facts:

- Today's announcement was made by Brendan Hanley, Member of Parliament for Yukon, on behalf of the Honourable Sean Fraser, Minister of Housing Infrastructure and Communities, and Christopher Irvin, Mayor of Watson Lake.
- Launched in March 2023, the Housing Accelerator Fund (HAF) is a \$4 billion initiative from the Government of Canada that will run until 2026-27.
- The Housing Accelerator Fund is part of Canada's National Housing Strategy (NHS), an \$82+ billion plan to give more Canadians a place to call home. Progress on programs and initiatives are updated quarterly at www.placetocallhome.ca. The [Housing Funding Initiatives Map](#) shows affordable housing projects that have been developed.
- As of September 30, 2023, the Government of Canada has committed over \$38.89 billion to support the creation of almost 152,000 units and the repair of over 241,000 units. These measures prioritize those in greatest need, including seniors, Indigenous Peoples, people experiencing or at risk of homelessness, and women and children fleeing violence.

Associated Links:

- [Housing Accelerator Fund](#)
- [Housing Accelerator Fund – Building more homes, faster](#)
- [Building more homes, faster](#)
- [Making housing more affordable for Canadians](#)
- [National Housing Strategy](#)

Media Contacts:

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Media Relations
Canada Mortgage and Housing Corporation
media@cmhc-schl.gc.ca

Backgrounder

Watson Lake will receive \$2,060,000 to support its Action Plan which commits to five local initiatives that are projected to incentivize 42 additional permitted units over the next three years and help spur the construction of 105 homes over the next decade. Planned initiatives include the launch of a grant program for infill development, an incentive program to convert non-residential to residential units, amend the zoning bylaw to remove barriers to missing middle housing, create an action plan towards addressing community barriers to residential financing, and develop a policy for public-private partnership for municipal service extension.

Dawson will receive \$1,037,892 to support its Action Plan which commits to six local initiatives that are projected to incentivize 18 additional permitted units over the next three years and help spur the construction of 370 homes over the next decade. Planned initiatives will seek to boost efficiencies through an e-permitting system, increase data usage through the implementation of GIS tools, review the heritage and zoning bylaws to make it easier to build housing and increase density, and create policies for multi-unit residential and sale of city property.

Carmacks will receive \$2,367,074 to support its Action Plan which commits to six local initiatives that are projected to incentivize 30 additional permitted units over the next three years and help spur the construction of 471 homes over the next decade. Planned initiatives include a new incentive program for affordable housing development, implementation of an e-permitting system, amendments to their zoning bylaw, creation of policies promoting high-density, encouraging more productive use of land, and encouraging new housing types such as prefabricated and modular units.

Haines Junction will receive \$1,234,637 to support its Action Plan which commits to five local initiatives that are projected to incentivize 20 additional permitted units over the next three years and help spur the construction of 90 homes over the next decade. Planned initiatives include zoning changes to remove barriers to missing middle housing and promote higher density, improvements to building permitting and approvals process, launching a new dwelling construction grant program for young residents, a review of recreation and community services, as well as the promotion of more mixed-use opportunities that can lead to more housing.



For Immediate Release
March 28, 2024

Pour diffusion immédiate
Le 28 mars 2024

MEDIA ADVISORY

AVIS AUX MÉDIAS

FEDERAL GOVERNMENT TO MAKE HOUSING ANNOUNCEMENT IN WATSON LAKE

LE GOUVERNEMENT FÉDÉRAL FERA UNE ANNONCE CONCERNANT LE LOGEMENT À WATSON LAKE

Watson Lake, YT – The federal government will make a housing announcement in Watson Lake.

Watson Lake, YT – Le gouvernement fédéral fera une annonce concernant le logement à Watson Lake.

Media are invited to join Brendan Hanley, Member of Parliament for Yukon, on behalf of the Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities, alongside Christopher Irvine, Mayor of Watson Lake, Lee Bodie, Mayor of Carmacks, William Kendrick, Mayor of Dawson, and a representative from Haines Junction.

Les médias sont invités à se joindre à Brendan Hanley, député du Yukon, au nom de l'honorable Sean Fraser, ministre du Logement, de l'Infrastructure et des Collectivités, à Christopher Irvine, maire de Watson Lake, à Lee Bodie, maire de Carmacks, à William Kendrick, maire de Dawson, et un représentant de Haines Junction.

Date: April 2, 2024

Date : Le 2 avril 2024

Time: 10:30 am (YT)

Heure : 10 h 30 (HY)

Location: Watson Lake Municipal Hall
Council Chambers
710 Adela Trail
Watson Lake, YT
Y0A 1C0

Lieu : Watson Lake Municipal Hall
Council Chambers
710 Adela Trail
Watson Lake, YT
Y0A 1C0

Media may join via zoom by [clicking here](#).

Les médias peuvent se joindre à zoom en [cliquant ici](#).

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For more information:

Pour en savoir plus :

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Relations avec les médias
Société canadienne d'hypothèques et de logement
media@cmhc-schl.gc.ca



SEQUENCE OF EVENTS

Housing Accelerator Fund – Markham Announcement

PRESS CONFERENCE

Watson Lake Municipal Hall, Council Chambers
710 Adela Trail
Watson Lake, YT Y0A 1C0

April 2, 2024

10:30 AM YT

10:15 am	MP Hanley, Mayor Irvin, Mayor Bodie, Mayor Kendrick, Mayor Tomlin, and Cam Lockwood and other dignitaries arrive at the venue and are briefed by CMHC External Events team member Rebecca Mildon .
10:30 am	MC Cam Lockwood opens event and invites MP Hanley to deliver remarks.
10:32 am	MP Hanley delivers remarks.
10:37 am	MC thanks MP Hanley and invites Mayor Irvin to deliver remarks.
10:40 am	Mayor Irvin delivers remarks.
10:45 am	MC thanks Mayor Irvin and invites Mayor Bodie to deliver remarks.
10:47 am	Mayor Bodie delivers remarks.
10:53 am	MC thanks Mayor Bodie and invites Mayor Kendrick to deliver remarks via zoom.
10:55 am	Mayor Kendrick delivers remarks
11:00 am	MC thanks Mayor Kendrick and invites TBC, Haines Junction to deliver remarks via zoom.
11:02 am	TBC delivers remarks



11:07 am	MC thanks TBC and invites TBC to lead the Media QA
11:09 am	Media QA
11:20 am	MC invites the speakers to participate in a group photo.
11:22 am	End of event.

ADDITIONAL INFORMATION

Emcee

- **Cam Lockwood**, CAO, Watson Lake

Speakers

- **Brendan Hanley**, Member of Parliament for Yukon
- **Christopher Irvin**, Mayor of Watson Lake
- **Lee Bodie**, Mayor of Carmacks
- **William Kendrick**, Mayor of Dawson
- **TBC**, Haines Junction

CMHC External Events Team Members

- **Rebecca Mildon**, Senior Officer, External Affairs, CMHC 780-446-1391