

Agenda 23-09

Regular Meeting of the Council of the Village of Carmacks, Yukon to be held in the Council Chambers of the Carmacks Municipal Building at 7:00 PM on Tuesday, May 2, 2023.

1. CALL TO ORDER

2. AGENDA

(motion to adopt)

3. ADOPTION OF MINUTES

(motion to adopt)

3.1 Special meeting of April 12, 2023

3.2 Special meeting of April 14, 2023

3.3 Regular meeting of April 18, 2023

4. DELEGATION

4.1 RCMP

5. CORRESPONDENCE

5.1 Conference Updates

5.2 CAO Finance Course Update

5.3 CRC cleaning Tender

5.4 Fire Hall Cleaning Tender

5.5 General Works General Manager Update

6. REPORTS

6.1 Council Activity Reports

6.2 Mayor Report

6.3 CAO Report

6.4 Fire Department Report

6.5 Public Works Report

6.6 Recreation Department Report

6.7 Arena Facility Operation Manager Report

6.8 AYC

7. ACCOUNTS PAID AND PAYABLES

8. BYLAWS

(motion to adopt)

9. NEW & UNFINISHED BUSINESS

10. QUESTION PERIOD

11. INCAMERA

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

12. ADJOURNMENT

In order to comply with territorial regulations to reduce the risk of COVID-19 virus transmission, Council Chambers is closed to the public, who are invited to attend through Zoom web or teleconferencing.

Remote Attendance at Council Meetings

In order to comply with territorial regulations to reduce the risk of virus transmission, the public is invited to attend Council Meetings remotely through Zoom. Access is available either via internet or via phone (see instructions below). Please note that participants will be automatically muted, and the video function will not be enabled. Council Chambers will not be open to the public. If you are unable to access a phone or the internet, please contact the Village to discuss arranging remote access.

Access Instructions for Regular Council Meetings:

Meeting ID: 719 907 0780

Passcode: 643780

Call In +1 253 215 8782

COMPUTER *(Participants do not need an account but will need to download the Zoom app when prompted.)*

To join through the computer, use this link:

<https://us02web.zoom.us/j/7199070780?pwd=NTIUOWRwZnFuNEc5ZzBKWVJuWFkrUT09>

MINUTES FROM THE SPECIAL MEETING OF THE COUNCIL FOR THE VILLAGE OF CARMACKS ON APRIL 12, 2023 IN THE MUNICIPAL COUNCIL CHAMBERS

PRESENT: Mayor: Lee Bodie
Councillors: J. Lachance, D. Hansen, K. Unterschute
Staff: CAO M. Cybulski, M. Lillefors

Regrets: K. Unterschute

ORDER: Mayor L. Bodie called the meeting to order at 6:00 PM.

AGENDA: Council reviewed the agenda.

23-01-01 M/S Councillors H. Belanger/D. Hansen motioned that the agenda be accepted as presented.

CARRIED

2.1 Grant Match Deck – Government Funding Strategists

Council reviewed the forms provided with an explanation from CAO M. Cybulski on the benefits and details on this program.

One of the best qualities of this company is that we don't have to pay them for their efforts unless they succeed in applying for funding.

This is of interest it'll be quite a process for us to apply for all the funding that we need. They have 25+ years of experience, operated by real people, its not a paid membership so there's no fee to be apart of it and there is a contract, we'll get to witness how they apply these strategies so we can utilize them as well in the future.

This will be put on the agenda for the meeting on April 18th for a resolution.

BYLAWS

3.1 Annual Operations Budget Bylaw 284-22 (3rd and Final Reading)

Council Reviewed Bylaw 284-23.

23-01-02 M/S Councillors H. Belanger/D. Hansen motioned to give Bylaw 284-23 Annual Operations Budget Bylaw – 3rd and final reading

CARRIED

3.2 Rates of Taxation 2023 Bylaw 285-23 (1st and 2nd Reading)

Council reviewed Bylaw 285-23.

23-01-03 M/S Councillors H. Belanger/D. Hansen motioned to give Bylaw 285-23 Rates of Taxation 2023 Bylaw – 1st reading.

CARRIED

23-01-04 M/S Councillors J. Lachance/H. Belanger motioned to give Bylaw 285-23 Rates of Taxation 2023 Bylaw – 2nd reading.

CARRIED

3.3 Capital Expenditure Program Bylaw 286-23 (1st and 2nd Reading)

23-01-05 M/S Councillors D. Hansen/J. Lachance motioned to give Bylaw 286-23 Capital Expenditure Program Bylaw – 1st reading.

CARRIED

23-01-06 M/S Councillors H. Belanger/D. Hansen motioned to give Bylaw 286-23 Capital Expenditure Program Bylaw – 2nd reading.

CARRIED

ACTION ITEMS

4.1 Additional Special Meeting.

It was decided to have an additional Special Meeting to do the 3rd and final reading on Bylaws 285-23 and 286-23 on April 14th at 6:00PM.

ADJOURNMENT

23-01-07 M/S Councillor H. Belanger motioned to adjourn the meeting at 6:41 PM.

Mayor L. Bodie adjourned the meeting at 6:41 PM.

Mayor L. Bodie

CAO M. Cybulski

MINUTES FROM THE SPECIAL MEETING OF THE COUNCIL FOR THE VILLAGE OF CARMACKS ON APRIL 14, 2023 IN THE MUNICIPAL COUNCIL CHAMBERS

PRESENT: Mayor: Lee Bodie
Councillors: J. Lachance, D. Hansen, K. Unterschute
Staff: CAO M. Cybulski, M. Lillefors

Regrets: K. Unterschute

ORDER: Mayor L. Bodie called the meeting to order at 6:00 PM.

AGENDA: Council reviewed the agenda.

23-02-01 M/S Councillors D. Hansen/H. Belanger motioned that the agenda be accepted as presented.

CARRIED

BYLAWS

2.1 Rates of Taxation 2023 Bylaw 285-23 (3rd and Final Reading)

Council reviewed Bylaw 285-23.

23-02-02 M/S Councillors H. Belanger/D. Hansen motioned to give Bylaw 285-23 Rates of Taxation 2023 Bylaw – 3rd and final reading.

CARRIED

2.3 Capital Expenditure Program Bylaw 286-23 (3rd and Final Reading)

23-02-03 M/S Councillors H. Belanger/D. Hansen motioned to give Bylaw 286-23 Capital Expenditure Program Bylaw – 3rd and final reading.

CARRIED

ADJOURNMENT

23-02-04 M/S Councillor H. Belanger motioned to adjourn the meeting at 6:06 PM.

Mayor L. Bodie adjourned the meeting at 6:06 PM.

Mayor L. Bodie

CAO M. Cybulski

**MINUTES FROM THE REGULAR MEETING OF THE COUNCIL FOR THE
VILLAGE OF CARMACKS ON APRIL 18, 2023 IN THE MUNICIPAL COUNCIL
CHAMBERS**

PRESENT: Mayor: Lee Bodie
Councillors: D. Hansen, K. Unterschute
Staff: CAO C. Cybulski, M. Lillefors
Regrets: J. Lachance, H. Belanger

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

AGENDA: Council reviewed the agenda.

22-02-01 M/S Councillors D. Hansen/K. Unterschute motioned that the agenda be accepted as presented.

CARRIED

MINUTES: From the regular meeting on April 4, 2023.

22-02-02 M/S Councillors D. Hansen/K. Unterschute motioned that the minutes be accepted as presented.

CARRIED

DELEGATION:

None.

CORRESPONDENCE:

5.1 Viewing of Carmacks Recreation Complex – A People’s History

CAO M. Cybulski presented the short documentary that was created during the Grand Opening of the Arena for review.

Mayor and Council enjoyed the video. The best times or events to premier the video to the community was discussed. Canada Day seemed like a great option for presenting, or if we had another band play at Merv Tew weather permitting. On a loop on a TV in the Arena seemed like a good option as well.

5.2 CAO Training Program Overview & Outlines

CAO M. Cybulski presented 15 slides giving the short list with breakdowns of his training program options for Public Admin and Finance Management courses.

He went into details on what each course offers with the price point and duration of the course.

CAO M. Cybulski explained what he believed to be the most valuable and time efficient courses, Council agreed with the propositions.

The plan is to share his progress and grades with Council throughout the course durations.

23-08-03 M/S Councillors D. Hansen/K. Unterschute made a motion for CAO M. Cybulski to pursue the University of Alberta for their Finance Course beginning April 4th 2023.

CARRIED

23-08-04 M/S Councillors D. Hansen/K. Unterschute made a motion for CAO M. Cybulski to pursue the Camosun College Public Administration Course in May 2023.

CARRIED

5.3 FCM – Flights and Hotel Confirmations

Council reviewed the flights and hotel confirmations, a sale for flights through Porter Airline have recently come up so we will be changing the flights. Council approves.

5.4 EMO – Mock Exercise

Carmacks has been selected to partake in a natural disaster exercise led by the Canadian Armed Forces, specifically Joint Task Force North.

They work closely with the city of Whitehorse as well as the Village of Carmacks.

We've been working with the city of Whitehorse on a few things already, they have reached out to us to continue to work together to do an emergency operation to be able to respond to a natural disaster safely and efficiently.

Mayor and Council agree to participate.

5.5 Firehall Lease

Council reviewed the lease presented that was sent over by Bobbi Rhodes.

We will be moving forward with the precedent policy that we will utilize the previously established rates of the existing firehall for the first year.

From there if we need to change leasing rates due to cost measures we will do so after one year.

They're hoping to officially move into the new firehall May 1st.

Air quality testing will be done at the old firehall before we rent it out to anyone that may need the space.

5.6 Grant Match Deck & Resolution

Council reviewed the resolution agreement.

23-08-05

M/S Councillors K. Unterschute/D. Hansen made a motion to pass the resolution as presented.

CARRIED

5.7 Public Works General Manager Posting

Council reviewed and approved of the Public Works General Manager posting.

REPORTS:

Councillor Activity Reports

Councillor D. Hansen attended the Curling Bonspiel over the weekend and listened to the band they had there, it was a good turnout.

Councillor K. Unterschute attended the Easter egg hunt with his grand kids, also attended the Hockey Tournament and Curling Bonspiel.

Mayor's Report

Spoke with Minister Mostyn, he was wanting to hear any feed back for our Arena so far, as well as asked if we need any help with anything.

Mayor L. Bodie voiced that we need more land, Minister Mostyn said the premiere is dedicated to making sure we get more land, and that we have 6 lots coming up.

We are also looking for a remediation of the old highways yard which is in our OCP which includes more land for building, he said they will be working on that.

CAO Report

CAO M. Cybulski covered his report in correspondence.

He also mentioned that last week they did a walk through with Greenwood Engineering and will be doing a walk through with Public Works and Arena Facility Operations Manager next week to do a facility assessment for the pool.

Greenwood said it was looking good so far and they've looked at the report in the past for it and that most of the work will be structural.

It seems we can salvage the building so we'll see what the engineers say at the end, and to look into funding for it to get it operational, most likely won't be happening this year but it's something to look forward to for next year.

AYC Report

Councillor D. Hansen reported that there is a meeting on the 28th.

ACCOUNTS PAID AND PAYABLES

Council read the report provided.

BYLAWS

No bylaws.

NEW AND UNFINISHED BUSINESS

None.

IN-CAMERA

None

ADJOURNMENT

23-08-06 M/S Councillor D. Hansen motioned to adjourn the meeting at 8:25 PM.

Mayor L. Bodie adjourned the meeting at 8:25 PM.

Mayor Lee Bodie

CAO Matthew Cybulski

**MONTHLY
MAYOR'S / CHIEF'S
POLICING REPORT
April 2023**

**Carmacks Detachment
“M” Division Yukon**

Canada 



OCCURRENCES	<u>April 2023</u>	Year to Date 2023	<u>April 2022</u>	Year Total to April 2022
Assaults (All Categories)	1	12	1	6
Assistance/Suspicious Occurrence	8	17	2	16
Break and Enters	1	2	0	1
Cause Disturbance / Mischief/Breach of Peace	9	38	4	16
Drugs (all categories)	0	6	1	2
Fail to comply with conditions	3	6	0	3
False Alarms	3	8	3	12
Impaired Driving	2	8	0	2
Liquor Act	1	3	0	1
Mental Health Act	2	10	2	8
Missing Persons/Requests to Locate	0	1	0	0
Sexual Assault	1	3	1	1
Thefts (all categories)	3	5	0	4
Traffic (Speeding/Prohibited driver/etc)	5	24	8	18
Uttering Threats	1	4	0	2
Vehicle Collisions	1	9	2	6
Wellbeing check	1	4	2	3
Other	5	30	2	19
Total Calls for Service	47	190	28	120

Service Calls Involving Alcohol	18	59	6	31
Prisoners held locally	0	4	1	6

Next Carmacks Circuit Court: May 31st, 2023

Annual Performance Plan (A.P.P.'S) Community Priorities

Community approved priorities are (1) Drug and alcohol enforcement

(2) Enhance road safety (speeders, impaired driving, and commercial vehicle enforcement)

(3) Youth and community involvement

1. Members are conducting many community and highway patrols, as well as, bar walks. Cst. Beauchamp and Cst. Long attended the high school and spoke about drug and alcohol impairment. This was well received by the staff and students.
2. "M" Division Traffic Services was in Carmacks for Operation Corridor from April 3-6. Efforts were focused on targeting speeders. Carmacks members conducted a check stop in conjunction with Commercial Vehicle Enforcement.
3. All detachment and relief members participated in a number of community events in April. All members families attended the Building Resilient Families Easter Basket decorating and lunch. Cst. Woodman attended the Building Resilient Families Easter Egg Hunt and BBQ. Cst. Woodman and Cst. Long attended the curling bonspiel and chatted with community members throughout the weekend. Cst. Woodman and Cst. Long attended Karaoke Night at the Gold Dust Lounge. Cst. Long spoke to the Addictions Support Worker about opioids. Cst. Woodman and Cst. Long attended the bonspiel supper. Cst. Beauchamp and Cst. Long attended the bonspiel dance. Cst. Beauchamp continues to attend the school for visits and runs with the kids for running club. Cst. Woodman and Cst. Ell attended a community funeral and provided traffic control for the funeral procession. R/Cst. Poole attended public skating at the rec center and met with the new Department of Fisheries employee. Cst. Woodman rode on the school bus with the kids for their drop off route.

Notable Occurrence:

There has not been a notable occurrence this month.

Should you have any questions or concerns regarding this report, please feel free to contact me.

Cst. Tiffany Woodman for Cpl. David MacNeil

Carmacks RCMP

Telephone: 867-863-2677

Email: david.macneil@rcmp-grc.gc.ca



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

Conference Update & Overview

AYC:

Name:	Activity	Status:
Lee Bodie	Hotel Accommodations	Complete
Doris Hansen	Hotel Accommodations	Complete
Helena Belanger	Hotel Accommodations	Complete
Kevin Unterschute	Hotel Accommodations	Complete
Justin Lachance	Hotel Accommodations	Complete
Matthew Cybulski	Hotel Accommodations	Complete
Lee Bodie	AYC Registration	Complete
Doris Hansen	AYC Registration	Complete
Helena Belanger	AYC Registration	Complete
Kevin Unterschute	AYC Registration	Complete
Justin Lachance	AYC Registration	Complete
Matthew Cybulski	AYC Registration	Complete
Lee Bodie	Travel Claim Cheque	In Progress
Doris Hansen	Travel Claim Cheque	In Progress
Helena Belanger	Travel Claim Cheque	In Progress
Kevin Unterschute	Travel Claim Cheque	In Progress
Justin Lachance	Travel Claim Cheque	In Progress
Matthew Cybulski	Travel Claim Cheque	In Progress

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



Village of Carmacks

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

FCM & CAMA

Name:	Activity:	Status:
Doris Hansen	Hotel Accommodations	Complete
Kevin Unterschute	Hotel Accommodations	Complete
Matthew Cybulski	Hotel Accommodations	Complete
Doris Hansen	Airline Travel	Complete
Kevin Unterschute	Airline Travel	Complete
Matthew Cybulski	Airline Travel	Complete
Doris Hansen	FCM Registration	Complete
Kevin Unterschute	FCM Registration	Complete
Matthew Cybulski	FCM Registration	Complete
Doris Hansen	Travel Claim Cheque - FCM	In Progress
Kevin Unterschute	Travel Claim Cheque - FCM	In Progress
Matthew Cybulski	Travel Claim Cheque - FCM	In Progress
Matthew Cybulski	Hotel Accommodations - CAMA	Complete
Matthew Cybulski	Shuttle or Car Service to CAMA	AYC Discussion
Matthew Cybulski	CAMA Registration	Complete
Matthew Cybulski	Travel Claim Cheque – CAMA	In Progress

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

2-560 Enterprise Square, 10230 Jasper Ave NW
Edmonton, Alberta, Canada T5J 4P6

Student Service Centre
T 780.492.3113
F 780.492.7172
W uab.ca/ask

Matthew Cybulski
PO Box 113, Carmacks, YT - Y0B1C0
143 River Drive, Carmacks, YT - Y0B1C0
Carmacks YT Y0B 1C0

Date Issued: 2023-04-20

Student ID: 1842175
Term: Spring2023
Program: General Studies

Course Schedule Information

Course Number & Section: EXLGP 8207 SP1
Course Title: Financial Management
Course Start & End Date: 2023-04-24 to 2023-06-30
Instructor(s): Teri-Ann Pelletier
Instruction Mode: Online

Meeting Dates		Meeting Times		Course Day(s)							Location Code	Room #
From	To	From	To	M	T	W	R	F	S	D		
2023-04-24	2023-06-30										Online	

Class Notes:

Fee Assessment

GST Registration #: R108102831
Assessment Date: 2023-04-20

EX Tuition 795.00
Total Fees Assessed: \$795.00

Payment Details

Payment Date: 2023-04-20

EX Web Registration Payment 795.00
Total Payment: \$795.00

Course Materials:

Required
Recommended

Withdraw/Audit Deadlines:

The last date to withdraw from this class and receive a refund (minus a withdraw fee) is 2023-04-19. The last day to declare Audit status in this class is 2023-05-07. The last date to withdraw with no refund is 2023-06-30.

Withdrawal & Refund Policy: www.extension.ualberta.ca/register/policies

For Location Codes please go to www.campusmap.ualberta.ca. Please note that the location of classes is subject to change without notice. To verify classroom assignments, use the 'My Class Schedule' option in Bear Tracks. Log in to Bear Tracks at www.beartracks.ualberta.ca and navigate to My Schedule & Exams > View My Classes - List.

View Schedule

UofA Faculty of Extension Online
www.extension.ualberta.ca
GST #R108102831

Please Print this Page for your Records. For best results use Landscape format.

Matthew Cybulski
PO Box 113, Carmacks, YT - Y0B1C0
143 River Drive, Carmacks, YT - Y0B1C0
Carmacks
YT
Y0B 1C0

Your transaction has been approved. Thank you for your online registration.

Credit Card Transaction details

Reference Number	661940910011220510	Card Holder Name	Matthew Cybulski
Transaction Date/Time	2023-04-20/16:50:50	Payment Amount	795.00
Response Code	027	Transaction Type	purchase
Bank Approval Code	450121	Transaction ID	GWEB71095-0_317
ISO Code	01	Order ID	GXKKdJs9Vb7YE5fAytIoN/JZCHAE

1 row

Class	Description	Cost	View Schedule/Textbooks
EXLGP 8207-SP1 (40068)	Financial Management	\$795.00	View Schedule/Textbooks

Withdrawal and Refund policies have changed, please review the policy: [Online and Continuing Education Withdrawal and Refund Policy](#).



**REQUEST FOR PROPOSAL (DRAFT)
Janitorial Services – Carmacks Recreation Complex -
121 River Drive**

Issued: May 5, 2023
Closing: May 22, 2023 4:00:00PM
RFP Contact: Matthew Cybulski
Telephone: 867 863 6271
Email: CAO@Carmacks.ca

Table of Contents

1.0	GENERAL	3
1.1	Invitation to Submit a Proposal.....	3
1.2	Inquiries, Errors or Omissions.....	3
1.3	RFP Amendments.....	3
1.4	Submissions.....	4
1.5	Freedom of Information and Protection of Privacy (FOIP).....	4
1.6	Cost to Submit.....	4
1.7	Termination of Negotiations and/or RFP Process.....	4
1.8	Period of Commitment.....	4
1.9	Cost.....	4
1.10	Irrevocability of Proposals.....	5
1.11	Proposal Rejection.....	5
2.0	INFORMATION	5
2.1	Background.....	5
2.2	Scope of Work.....	5
2.3	Security Requirements.....	5
3.0	EVALUATION CRITERIA	5
4.0	PROPOSAL CONTENT	6
4.1	Proposal Submission Letter.....	6
4.2	Vendor Profile.....	6
4.3	Project Understanding, Concepts and Proposed Methodology.....	7
4.4	Project Work Plan.....	7
4.5	Vendor Experience and References.....	7
4.6	Costs.....	7
5.0	AWARDING OF CONTRACT	8

1.0 General

1.1 Invitation to Submit a Proposal

The Village of Carmacks invites interested companies to provide proposals for the provision of Janitorial Services to the buildings listed below.

- Carmacks Recreation Complex -
- 121 River Drive - Carmacks, YT - Y0B1C0

Details are generally described in Schedule 'A' Specifications and elsewhere in this RFP document.

RFP Title: Janitorial Services – Carmacks Recreation Complex - 121 River Drive (VoC)

RFP Issued: May 5, 2023

RFP Inquiries received up to: May 19, 2023

RFP Closing Date and Time: May 22, 2023 4:00:00 PM Local Time

Proposal Selection and Award: May 25, 2023

Contract Start Date: June 1, 2023

This RFP will be conducted with the objective of maximizing benefits for the Village of Carmacks while offering Vendors a fair and equitable opportunity to participate.

Vendors are advised to pay careful attention to the specifications laid out in this RFP. Failure to satisfy any term or condition in this RFP may result in the Proposal being deemed unacceptable. The Village of Carmacks reserves the right to accept or reject any and all Proposals and to waive irregularities and informalities at its discretion. The Village of Carmacks reserves the right to accept a Proposal other than the lowest price Proposal without stating reasons.

This RFP does not commit the Village of Carmacks to award a contract or pay any costs incurred in the preparation of a proposal, or attendance at meetings with Village staff.

1.2 Inquiries, Errors or Omissions

All inquiries must be directed to the RFP Contact in writing by May 19, 2023. Inquiries and responses will be recorded and may, in the municipality's discretion, be distributed to all Vendors.

Vendors should notify the RFP Contact in writing of any ambiguity, divergence, error, omission, oversight or contradiction in this RFP.

Verbal responses to inquires are not binding on any party.

1.3 RFP Amendments

The Village of Carmacks reserves the right to amend the RFP documents and addendum up to 48 hours prior to the RFP Closing Date and Time. Any changes to this document will be communicated to all involved vendors, in writing, as an addendum.

1.4 Submissions

Proposals shall be received at the VOC office no later than **4:00:00 p.m., Yukon Standard Time on May 22, 2023** by one (1) of the following two (2) methods:

1) By hand/courier delivery to the only acceptable address and department:
CAO Office, Village of Carmacks, 143 River Drive, PO Box 113, Carmacks YT, Y0B1C0, clearly marked

“RFP Janitorial Services – Carmacks Recreation Complex - 197 River; OR

2) Electronically submitted at the only acceptable email address:

CAO@Carmacks.ca

cc Finance@Carmacks.ca

Please note: Maximum email file size limit is 15MB, or less.

Any proposals received after the closing date and time will be considered disqualified.

Vendors are responsible for verifying that their submissions have been received at the correct location.

1.5 Access to Information and Protection of Privacy Act (ATIPP)

All proposals submitted become the property of the Village, and as such are subject to the provisions of Yukon’s Access to Information and Protection of Privacy Act.

Respondents who wish to ensure particular parts of their proposal are protected from disclosure under the Act should specifically identify any information or records provided with their proposal that constitute trade secrets, and that are supplied in confidence, and the release of which could significantly harm their competitive position. Information that does not meet all three of the foregoing categories may be subject to disclosure to third parties. Please refer to the Access to Information and Protection of Privacy Act for further information.

1.6 Cost to Submit

The Village of Carmacks will not be liable for any costs incurred by any vendor in the preparation and submission of a proposal, in the facilitation of a presentation to support the proposal, or any other activities related to the creation of their proposal.

1.7 Termination of Negotiations and/or RFP Process

The Village of Carmacks reserves the right to terminate contract negotiations with any vendor and to enter into contract negotiations with any other vendor if, in the opinion of the VOC, at any time, the contract negotiations with the initially selected vendor will not be satisfactorily concluded in the best interests of the Village of Carmacks.

1.8 Period of Commitment

Proposals shall be final and binding for 90 days from this RFP’s closing date and time and may not be altered by subsequent offerings, discussions, or commitments unless the Vendor is requested to do so by the Evaluation Team.

1.9 Cost

All costs must be quoted in Canadian dollars and exclusive of GST.

1.10 Irrevocability of Proposals

Vendors may amend or withdraw their Proposal prior to this RFP's closing date and time by submitting a clear and detailed written notice to the RFP Contact. All Proposals become irrevocable after this RFP's closing date and time.

1.11 Proposal Rejection

The evaluation team may reject any or all Proposals.

2.0 INFORMATION

2.1 Background

The Village of Carmacks has a population of 600+ and provides municipal services including administration, finance, public works, recreation, water, wastewater, and waste management services. Centrally located in the Yukon Territory, Carmacks is a major service centre and regional market for over 1,000 people in the Mayo/Tatchun region and surrounding area. The proximity to Whitehorse and Dawson City contribute to our continued growth and economic stability. The quality lifestyle in Carmacks reflects the values and interests of our residents, which translates into a strong sense of community pride. Carmacks has safe and friendly neighbourhoods, beautiful parks, a fabulous path and trail system, and many of the amenities associated with a big city.

2.2 Scope of Work

Please see Schedule A for details regarding each of the municipal building(s) to be serviced.

2.3 Security Requirements

Before award of a contract, the following conditions must be met:

- (a) The Vendor's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Schedule B;
- (b) The Vendor must provide the name of all individuals who require access to classified or protected information, assets or sensitive work sites;

Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Village.

3 EVALUATION CRITERIA

The Village of Carmacks reserves the right to accept or reject any and all proposals. The Town reserves the right to accept a submission other than the lowest price submission without stating reasons. By the act of submitting a response to this RFP, the vendor waives any rights to contest in any legal proceeding or against the right of the Village of Carmacks to award the work to any vendor in its sole discretion.

The first stage will consist of a review of all submissions to ensure that each submission was received on time, that the certification is properly completed and signed, and the submission is sufficiently responsive to the RFP.

Following the initial evaluation of the proposals, the second stage will consist of a comprehensive evaluation of the RFP based on the criteria listed below. The vendor may be contacted at that time to provide further information or address any questions or issues that may have arisen while evaluating the vendor's proposal.

Evaluation Category	Weighting	Rating	Score
Company Profile and Experience	25		
Experience and Qualifications of Personnel	20		
Equipment, Janitorial Supplies and Cleaning Products	20		
Financial – Lump Sum Contract Price	25		
Optional Interview	10		
TOTAL	100		/1000

Proposals will be evaluated and ranked according to the outline below. Evaluations will be based on a scale of 0 to 10. The score of each criterion will be determined by multiplying the criteria weight by the rating. The sum of all scores will be the total score. The Village reserves the right to reject any proposal that receives a rating of four (4) or less on any criterion.

Rating	Description
10	Exceeds expectations; Proponent clearly understands the requirement, excellent probability of success.
8	Somewhat exceeds expectations; Proponent has a very good understanding of the requirement, very good probability of success.
6	Meets expectations; Proponent has a good understanding of the requirements, good probability of success.
4	Somewhat meets expectations; minor weakness or deficiencies, Proponent understands the requirement, fair probability of success.
2	Does not meet expectations or demonstrate understanding of the requirements, low probability of success.
0	Lack of response or complete misunderstanding of the requirements, no probability of success.

4 PROPOSAL CONTENT

Proposals should be organized in the following format using the section titles and sequence listed below:

1. Proposal Submission Letter
2. Vendor Profile
3. Project Understanding, Concept and Proposed Methodology
4. Project Work Plan
5. Proponent Experience and References
6. Costs

4.1 Proposal Submission Letter

Must be signed by an authorized representative of the Vendor and included in the Proposal.

4.2 Vendor Profile

The Proposal must include:

- Details of Vendor's experience that is relevant to the Villages's needs and objectives.

- Examples of successful project delivery by key staff members.
- Indicate local knowledge and experience.
- Identify number of years Vendor has been in business.
- Vendor Team:
 - Resumes of key personnel should demonstrate experience and expertise and be provided in an Appendix.
 - Identify proposed sub vendors.
 - Demonstrate experience and expertise of the proposed team members.
 - Specify each team member's role and responsibility on previous projects.
 - Identify capacity of team to commit to Villages's objectives and priorities.

4.3 Project Understanding, Concept and Proposed Methodology

1. Understanding of the objectives and Vendor's approach to meeting those objectives (**1 paragraph to a maximum of 1 page**):

- The Proposal should demonstrate a clear and coherent understanding of the Villages's requirements and needs and the opportunities and challenges that may surface during the period of the Contract.
- Indicate why you are interested in the Village as a client.

2. Appendices:

- Proof of Insurance (minimum \$2,000,000 and the Village of Carmacks **needs to be listed as additional insured at time of contract signing**), WCB Clearance letter and a Village of Carmacks Business License (if already obtained).
- Security Requirements as listed in SCHEDULE B.
- Other

4.4 Project Work Plan

- Approach to Project Management
 - Describe systems used for planning, scheduling, and managing implementation services.
 - Describe the vendor's experience with dispute resolution.

4.5 Vendor Experience and References

The vendor shall include a list of three (3) recent and relevant projects (within the last three years) with their RFP package. Each of the references shall include a contact person complete with title, and phone number. The references will reflect similar work that has been provided. Preference will be given to companies with experience working with municipalities with similar demographics and requirements to the Village of Carmacks.

4.6 Costs

Provide a schedule of total fees proposed per the work plan key tasks. The total should include all fees, costs and disbursements (including travel costs), sub-consultant fees, and any other expenses as required under the Scope of Work.

Itemize separately any additional services being recommended to the Village of Carmacks in addition to the project scope.

5 Awarding of Contract

This RFP should not be construed as a contract to purchase goods and services. Only written notice, to the vendor of acceptance of the proposal by the Village of Carmacks, and the subsequent full execution of a written agreement, shall constitute a contract for the provision of Janitorial Services - Municipal Fire Hall - 197 River Drive

The Village of Carmacks reserves the right to accept or reject, in whole or in part, all proposals received. The lowest or any proposal will not necessarily be accepted, as various criteria are used in the evaluation process.

No act of the Village of Carmacks, other than a notice in writing signed by the Chief Administrative Officer, or his/her designate, shall constitute an acceptance of a proposal.

The Village of Carmacks reserves the right to reject any or all proposals. Without limiting the generality of the foregoing, The Village of Carmacks may reject any proposal which:

- Is incomplete, obscure, irregular, or unrealistic;
- Has non-authorized (not initialed) erasures or corrections in their proposal offer or any schedule thereto;
- Omits or fails to include any or more items in the proposal offer for which a price is required by the RFP;
- Fails to complete the information required by the RFP to be furnished with the proposal or fails to complete the information required whether the same purports to be completed or not;
- Fails to be submitted before the deadline.

Further, a proposal may be rejected on the basis of:

- The vendor's past performance, if applicable, with the Village of Carmacks;
- Financial constraints;
- Unreasonable or unacceptable completion schedules; and
- Failure to comply with federal, territorial and municipal legislation.

The Village of Carmacks has the right, in the interest of the Village, to waive any informality, insufficiency or irregularity in any proposal responses received, and to accept the proposal that is deemed most favourable to the interests of the Village of Carmacks.

SCHEDULE A: This contract will be written for a two (2) year term, with the option to renew once (1) for one (1) year extensions. This option is deemed to be a mutual option between both parties; The Vendor and the Village of Caramcks.

The Vendor is required to provide all cleaning supplies and equipment, unless otherwise agreed. High touch surfaces must use hypo-allergenic cleaning solutions, and all cleaning solutions must be safe to the specifications of the surface materials. Specifications available upon request.

EACH TOWN BUILDING LISTED BELOW:

- Exterior and Interior Window Cleaning (with squeegee & commercial solution) – Two (2) times per year

Carmacks Recreation Complex (General Spaces):

<p>CRC General Spaces (Training Room, Washrooms (6), Entrance)</p> <p>Up to Three (3) times per week – October 1 – March 31</p> <p>Two (2) times per week – April 1 –September 30</p>	<ul style="list-style-type: none"> • Empty all garbage containers • Sweep and wash floors, including stairwells and washrooms • Dust and or wipe down office desks/computers/shelves/window ledges/windows/seating/tables • Clean washrooms (includes cleaning mirrors, sinks, counter tops, urinals and toilets (all surfaces) and emptying waste receptacles • Restock paper products in dispensers • Vacuum front reception carpets
<p>One (1) time per week</p>	<ul style="list-style-type: none"> • Empty recycling containers
<p>One (1) time per month</p>	<ul style="list-style-type: none"> • Sweep and CRC arena lobby, if needed • Vacuum facilities described

Fitness Center:

<p>Fitness Center Two (2) times per week)</p>	<ul style="list-style-type: none"> • Empty all garbage containers • Sweep and wash floors in Fitness Center and washrooms • Disinfect/Dust and or wipe down/ shelves/window ledges/fitness equipment • Clean washrooms (includes cleaning mirrors, sinks, countertops, urinals and toilets (all surfaces) and emptying waste receptacles • Restock paper products in dispensers • Vacuum area
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	<ul style="list-style-type: none"> • Wipe and or clean drink area
CRC Kitchen (Two (2) times per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling containers • Buffer & Wash Floors • Vacuum debris from parking bay • Deep Clean (once a month)

CRC - GYM, Meeting Room, Lounge/Kitchen

Gymnasium & 2 Change rooms (Two (2) times per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling baskets (includes kitchen) • Sweep and or wash floors including bathrooms (as required based on use) • Dust and or wipe down office desks/computers/shelves/window ledges/windows • Clean washrooms (includes cleaning mirrors, sinks, counter tops, urinals and toilets (all surfaces) and emptying waste receptacles • Restock paper products in dispensers • Vacuum Carpets • Wipe and or clean Kitchen
After-school room/Lounge (One (1) time per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling containers • Sweep and or wash floors at main entrance and vacuum carpet (as required based on use) • Dust and or wipe down desks and tables (Bar Area) • Clean windows inside as required
General Meeting Room (One (1) time per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling containers • Sweep and vacuum • Dust and or wipe down desks/tables • Wipe down Bar Area
Recreation Offices (2) (One (1) time per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling containers • Vacuum floors • Dust and or wipe down surfaces
CRC Garbage & Recycling (One (1) time per week)	<ul style="list-style-type: none"> • Remove any cardboard placed at back door to recycle bin

CRC ARENA & LOBBY

<p>CRC Main Entrance & Link Building</p> <ul style="list-style-type: none"> • Clean glass (Doors, Windows - inside) • Wash floors • Disinfect Entrance (doors, handrails, front desk) • Vacuum carpet(s) 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly
<p>CRC ARENA Change rooms 1-4 & Referee Room</p> <ul style="list-style-type: none"> • Vacuum carpets & floors • Vacuum shower space • Sweep floor • Wash floors • Empty garbage cans • Wipe down counters & benches • Disinfect telephone handsets and switch lights • Deep clean of shower spaces • Disinfect washroom (toilet, sink, mirror, restock) • Restock paper products in dispensers • Dust and or wipe down shelves/window ledges/windows 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly
<p>LAN Room</p> <ul style="list-style-type: none"> • Sweep floor 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Weekly
<p>Mechanical Room</p> <ul style="list-style-type: none"> • Sweep floor 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Weekly
<p>Lobby and Spectator Deck</p> <ul style="list-style-type: none"> • Empty garbage cans • Sweep floors • Wash floors • Disinfect rink glass • Vacuum carpets & floors • Disinfect telephone handsets and switch lights • Vacuum chairs, seating, and stands • Interior windows (wipe down) • Dust and or wipe down desks/computers/shelves/window ledges/windows • Empty all recycling containers • Disinfect Water Fountain and Handrails 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Weekly • Semi-weekly • Weekly • Semi-weekly • Weekly • Semi-weekly • Weekly
<p>Parking Areas (Front & Back)</p> <ul style="list-style-type: none"> • Vacuum Boot Mats 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Weekly
<p>Washrooms</p>	<p>FREQUENCY</p>

<ul style="list-style-type: none"> • Sweep floors & wash floors • Vacuum carpets & floors • Restock paper products in dispensers • Regular toilet bowl custodial duties • Empty all recycling & garbage containers 	<ul style="list-style-type: none"> • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly
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SCHEDULE B

SECURITY REQUIREMENTS

The following security requirements (SRCL and related clauses) apply and form part of the contract.

The Vendor (if an individual) and all of the Vendor’s personnel/subcontractors who may work on site must hold a valid “Reliability Status Security Clearance” issued by RCMP Departmental Security.

Only those individuals who have met the security clearance requirements will be allowed to access the site of the work.



REQUEST FOR PROPOSAL (DRAFT)
Janitorial Services – Municipal Fire Hall - 197 River Drive

Issued: May 5, 2023
Closing: May 22, 2023 4:00:00PM
RFP Contact: Matthew Cybulski
Telephone: 867 863 6271
Email: CAO@Carmacks.ca

Table of Contents

1.0	GENERAL	3
1.1	Invitation to Submit a Proposal.....	3
1.2	Inquiries, Errors or Omissions.....	3
1.3	RFP Amendments.....	3
1.4	Submissions.....	4
1.5	Freedom of Information and Protection of Privacy (FOIP).....	4
1.6	Cost to Submit.....	4
1.7	Termination of Negotiations and/or RFP Process.....	4
1.8	Period of Commitment.....	4
1.9	Cost.....	4
1.10	Irrevocability of Proposals.....	5
1.11	Proposal Rejection.....	5
2.0	INFORMATION	5
2.1	Background.....	5
2.2	Scope of Work.....	5
2.3	Security Requirements.....	5
3.0	EVALUATION CRITERIA	5
4.0	PROPOSAL CONTENT	6
4.1	Proposal Submission Letter.....	6
4.2	Vendor Profile.....	6
4.3	Project Understanding, Concepts and Proposed Methodology.....	7
4.4	Project Work Plan.....	7
4.5	Vendor Experience and References.....	7
4.6	Costs.....	7
5.0	AWARDING OF CONTRACT	8

1.0 General

1.1 Invitation to Submit a Proposal

The Village of Carmacks invites interested companies to provide proposals for the provision of Janitorial Services to the buildings listed below.

- New Municipal Fire Hall - 197 River Drive - Carmacks, YT - Y0B1C0

Details are generally described in Schedule 'A' Specifications and elsewhere in this RFP document.

RFP Title: Janitorial Services – Municipal Fire Hall - 197 River Drive (VoC)

RFP Issued: May 5, 2023

RFP Inquiries received up to: May 19, 2023

RFP Closing Date and Time: May 22, 2023 4:00:00 PM Local Time

Proposal Selection and Award: May 25, 2023

Contract Start Date: June 1, 2023

This RFP will be conducted with the objective of maximizing benefits for the Village of Carmacks while offering Vendors a fair and equitable opportunity to participate.

Vendors are advised to pay careful attention to the specifications laid out in this RFP. Failure to satisfy any term or condition in this RFP may result in the Proposal being deemed unacceptable. The Village of Carmacks reserves the right to accept or reject any and all Proposals and to waive irregularities and informalities at its discretion. The Village of Carmacks reserves the right to accept a Proposal other than the lowest price Proposal without stating reasons.

This RFP does not commit the Village of Carmacks to award a contract or pay any costs incurred in the preparation of a proposal, or attendance at meetings with Village staff.

1.2 Inquiries, Errors or Omissions

All inquiries must be directed to the RFP Contact in writing by May 19, 2023. Inquiries and responses will be recorded and may, in the municipality's discretion, be distributed to all Vendors.

Vendors should notify the RFP Contact in writing of any ambiguity, divergence, error, omission, oversight or contradiction in this RFP.

Verbal responses to inquires are not binding on any party.

1.3 RFP Amendments

The Village of Carmacks reserves the right to amend the RFP documents and addendum up to 48 hours prior to the RFP Closing Date and Time. Any changes to this document will be communicated to all involved vendors, in writing, as an addendum.

1.4 Submissions

Proposals shall be received at the VOC office no later than **4:00:00 p.m., Yukon Standard Time on May 22, 2023** by one (1) of the following two (2) methods:

1) By hand/courier delivery to the only acceptable address and department:
CAO Office, Village of Carmacks, 143 River Drive, PO Box 113, Carmacks YT,
YOB1C0, clearly marked “**RFP Janitorial Services – Municipal Firehall - 197 River**”;
OR

2) Electronically submitted at the only acceptable email address:

CAO@Carmacks.ca

cc Finance@Carmacks.ca

Please note: Maximum email file size limit is 15MB, or less.

Any proposals received after the closing date and time will be considered disqualified.

Vendors are responsible for verifying that their submissions have been received at the correct location.

1.5 Access to Information and Protection of Privacy Act (ATIPP)

All proposals submitted become the property of the Village, and as such are subject to the provisions of Yukon’s Access to Information and Protection of Privacy Act.

Respondents who wish to ensure particular parts of their proposal are protected from disclosure under the Act should specifically identify any information or records provided with their proposal that constitute trade secrets, and that are supplied in confidence, and the release of which could significantly harm their competitive position. Information that does not meet all three of the foregoing categories may be subject to disclosure to third parties. Please refer to the Access to Information and Protection of Privacy Act for further information.

1.6 Cost to Submit

The Village of Carmacks will not be liable for any costs incurred by any vendor in the preparation and submission of a proposal, in the facilitation of a presentation to support the proposal, or any other activities related to the creation of their proposal.

1.7 Termination of Negotiations and/or RFP Process

The Village of Carmacks reserves the right to terminate contract negotiations with any vendor and to enter into contract negotiations with any other vendor if, in the opinion of the VOC, at any time, the contract negotiations with the initially selected vendor will not be satisfactorily concluded in the best interests of the Village of Carmacks.

1.8 Period of Commitment

Proposals shall be final and binding for 90 days from this RFP’s closing date and time and may not be altered by subsequent offerings, discussions, or commitments unless the Vendor is requested to do so by the Evaluation Team.

1.9 Cost

All costs must be quoted in Canadian dollars and exclusive of GST.

1.10 Irrevocability of Proposals

Vendors may amend or withdraw their Proposal prior to this RFP's closing date and time by submitting a clear and detailed written notice to the RFP Contact. All Proposals become irrevocable after this RFP's closing date and time.

1.11 Proposal Rejection

The evaluation team may reject any or all Proposals.

2.0 INFORMATION

2.1 Background

The Village of Carmacks has a population of 600+ and provides municipal services including administration, finance, public works, recreation, water, wastewater, and waste management services. Centrally located in the Yukon Territory, Carmacks is a major service centre and regional market for over 1,000 people in the Mayo/Tatchun region and surrounding area. The proximity to Whitehorse and Dawson City contribute to our continued growth and economic stability. The quality lifestyle in Carmacks reflects the values and interests of our residents, which translates into a strong sense of community pride. Carmacks has safe and friendly neighbourhoods, beautiful parks, a fabulous path and trail system, and many of the amenities associated with a big city.

2.2 Scope of Work

Please see Schedule A for details regarding each of the municipal building(s) to be serviced.

2.3 Security Requirements

Before award of a contract, the following conditions must be met:

- (a) The Vendor's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Schedule B;
- (b) The Vendor must provide the name of all individuals who require access to classified or protected information, assets or sensitive work sites;

Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Village.

3 EVALUATION CRITERIA

The Village of Carmacks reserves the right to accept or reject any and all proposals. The Town reserves the right to accept a submission other than the lowest price submission without stating reasons. By the act of submitting a response to this RFP, the vendor waives any rights to contest in any legal proceeding or against the right of the Village of Carmacks to award the work to any vendor in its sole discretion.

The first stage will consist of a review of all submissions to ensure that each submission was received on time, that the certification is properly completed and signed, and the submission is sufficiently responsive to the RFP.

Following the initial evaluation of the proposals, the second stage will consist of a comprehensive evaluation of the RFP based on the criteria listed below. The vendor may be contacted at that time to provide further information or address any questions or issues that may have arisen while evaluating the vendor's proposal.

Evaluation Category	Weighting	Rating	Score
Company Profile and Experience	25		
Experience and Qualifications of Personnel	20		
Equipment, Janitorial Supplies and Cleaning Products	20		
Financial – Lump Sum Contract Price	25		
Optional Interview	10		
TOTAL	100		/1000

Proposals will be evaluated and ranked according to the outline below. Evaluations will be based on a scale of 0 to 10. The score of each criterion will be determined by multiplying the criteria weight by the rating. The sum of all scores will be the total score. The Village reserves the right to reject any proposal that receives a rating of four (4) or less on any criterion.

Rating	Description
10	Exceeds expectations; Proponent clearly understands the requirement, excellent probability of success.
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4 PROPOSAL CONTENT

Proposals should be organized in the following format using the section titles and sequence listed below:

1. Proposal Submission Letter
2. Vendor Profile
3. Project Understanding, Concept and Proposed Methodology
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4.1 Proposal Submission Letter

Must be signed by an authorized representative of the Vendor and included in the Proposal.

4.2 Vendor Profile

The Proposal must include:

- Details of Vendor's experience that is relevant to the Villages's needs and objectives.

- Examples of successful project delivery by key staff members.
- Indicate local knowledge and experience.
- Identify number of years Vendor has been in business.
- Vendor Team:
 - Resumes of key personnel should demonstrate experience and expertise and be provided in an Appendix.
 - Identify proposed sub vendors.
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1. Understanding of the objectives and Vendor's approach to meeting those objectives (**1 paragraph to a maximum of 1 page**):

- The Proposal should demonstrate a clear and coherent understanding of the Villages's requirements and needs and the opportunities and challenges that may surface during the period of the Contract.
- Indicate why you are interested in the Village as a client.

2. Appendices:

- Proof of Insurance (minimum \$2,000,000 and the Village of Carmacks **needs to be listed as additional insured at time of contract signing**), WCB Clearance letter and a Village of Carmacks Business License (if already obtained).
- Security Requirements as listed in SCHEDULE B.
- Other

4.4 Project Work Plan

- Approach to Project Management
 - Describe systems used for planning, scheduling, and managing implementation services.
 - Describe the vendor's experience with dispute resolution.

4.5 Vendor Experience and References

The vendor shall include a list of three (3) recent and relevant projects (within the last three years) with their RFP package. Each of the references shall include a contact person complete with title, and phone number. The references will reflect similar work that has been provided. Preference will be given to companies with experience working with municipalities with similar demographics and requirements to the Village of Carmacks.

4.6 Costs

Provide a schedule of total fees proposed per the work plan key tasks. The total should include all fees, costs and disbursements (including travel costs), sub-consultant fees, and any other expenses as required under the Scope of Work.

Itemize separately any additional services being recommended to the Village of Carmacks in addition to the project scope.

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Further, a proposal may be rejected on the basis of:

- The vendor's past performance, if applicable, with the Village of Carmacks;
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- Unreasonable or unacceptable completion schedules; and
- Failure to comply with federal, territorial and municipal legislation.

The Village of Carmacks has the right, in the interest of the Village, to waive any informality, insufficiency or irregularity in any proposal responses received, and to accept the proposal that is deemed most favourable to the interests of the Village of Carmacks.

SCHEDULE A:

This contract will be written for a two (2) year term, with the option to renew once (1) for one (1) year extensions. This option is deemed to be a mutual option between both parties; The Vendor and the Village of Caramcks.

The Vendor is required to provide all cleaning supplies and equipment, unless otherwise agreed. High touch surfaces must use hypo-allergenic cleaning solutions, and all cleaning solutions must be safe to the specifications of the surface materials. Specifications available upon request.

EACH TOWN BUILDING LISTED BELOW:

- Exterior and Interior Window Cleaning (with squeegee & commercial solution) – Two (2) times per year

Carmacks Village Fire Department Operations & Training Center:

<p>Operations Centre Administration Space (Kitchen, Training Room, Washrooms, Entrance)</p> <p>Up to Three (3) times per week – October 1 – March 31</p> <p>Two (2) times per week – April 1 – September 30</p>	<ul style="list-style-type: none"> • Empty all garbage containers • Sweep and wash floors, including stairwells and washrooms • Dust and or wipe down office desks/computers/shelves/window ledges/windows • Clean washrooms (includes cleaning mirrors, sinks, countertops, urinals and toilets (all surfaces) and emptying waste receptacles • Restock paper products in dispensers • Vacuum front reception carpets
<p>One (1) time per week</p>	<ul style="list-style-type: none"> • Empty recycling containers
<p>One (1) time per month</p>	<ul style="list-style-type: none"> • Sweep and wash open storage space, if needed • Vacuum facilities described

Fire Chief Office:

<p>Fire Chief Office Space (2 (2) times per week)</p>	<ul style="list-style-type: none"> • Empty all garbage containers • Sweep and wash floors at main entrance and washrooms • Dust and or wipe down office desks/computers/shelves/window ledges • Clean washrooms (includes cleaning mirrors, sinks, countertops, urinals and toilets (all surfaces) and emptying waste receptacles • Restock paper products in dispensers • Vacuum carpets
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	<ul style="list-style-type: none"> • Wipe and or clean Small Coffee Area in office
Carmacks Fire Department Apparatus Bay (One (1) time per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling containers • Vacuum carpets (as required based on use) • Vacuum debris from parking bay

EMS Operations Center

EMS Administration Space including bathrooms & kitchen (Two (2) times per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling baskets (includes kitchen) • Sweep and or wash floors including bathrooms (as required based on use) • Dust and or wipe down office desks/computers/shelves/window ledges/windows • Clean washrooms (includes cleaning mirrors, sinks, counter tops, urinals and toilets (all surfaces) and emptying waste receptacles • Restock paper products in dispensers • Vacuum Carpets • Wipe and or clean Kitchen
EMS Office (One (1) time per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling containers • Sweep and or wash floors at main entrance and vacuum carpet (as required based on use) • Dust and or wipe down desks and tables • Clean windows inside as required
EMS Locker Area (One (1) time per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling containers • Sweep and or wash floors • Dust and or wipe down desks/tables • Wipe down exterior of lockers
EMS Apparatus Bay (One (1) time per week)	<ul style="list-style-type: none"> • Empty all garbage and recycling containers • Vacuum floors • Dust and or wipe down surfaces
EMS Storage Room (One (1) time per week)	<ul style="list-style-type: none"> • Remove any cardboard placed at back door to recycle bin

Fire Hall Shared Spaces - including Business Operations Center (BOC)

<p>Fire Hall Front Entrance & BOC Back Entrance</p> <ul style="list-style-type: none"> • Clean glass (Doors, Windows - inside) • Wash floors • Disinfect BOC Storage (sink, general space, restock) • Vacuum carpet(s) 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Weekly • Weekly • Weekly • Weekly
<p>Business Operations Center - Shared & General Spaces (including Kitchen, Bathroom, Hallway)</p> <ul style="list-style-type: none"> • Vacuum carpets & floors • Vacuum chairs • Sweep floor • Wash floors • Empty garbage cans • Wipe down counters & clean kitchen space • Disinfect telephone handsets and switch lights • Dust top of cabinets • Disinfect washroom (toilet, sink, mirror, restock) • Restock paper products in dispensers • Dust and or wipe down desks/computers/shelves/window ledges/windows 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly
<p>LAN Room</p> <ul style="list-style-type: none"> • Sweep floor 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Weekly
<p>Mechanical Room</p> <ul style="list-style-type: none"> • Sweep floor 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Weekly
<p>Boardroom</p> <ul style="list-style-type: none"> • Empty garbage cans • Sweep floors • Wash floors • Disinfect whiteboard • Vacuum carpets & floors • Disinfect telephone handsets and switch lights • Vacuum chairs • Interior windows (wipe down) • Dust and or wipe down desks/computers/shelves/window ledges/windows • Empty all recycling containers • Disinfect Boardroom Table 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Semi-weekly • Weekly • Weekly • Weekly • Semi-weekly • Weekly • Weekly • Weekly
<p>Parking Areas (Front & Back)</p> <ul style="list-style-type: none"> • Vacuum Boot Mats 	<p>FREQUENCY</p> <ul style="list-style-type: none"> • Weekly
<p>Business Operations Center Offices</p>	<p>FREQUENCY</p>

<ul style="list-style-type: none"> • Sweep floors & wash floors • Vacuum carpets & floors • Dust and or wipe down desks/computers/shelves/ window ledges/windows • Empty all recycling & garbage containers 	<ul style="list-style-type: none"> • Semi-weekly • Semi-weekly • Semi-weekly • Weekly • Weekly
---	---

SCHEDULE B

SECURITY REQUIREMENTS

The following security requirements (SRCL and related clauses) apply and form part of the contract.

The Vendor (if an individual) and all of the Vendor’s personnel/subcontractors who may work on site must hold a valid “Reliability Status Security Clearance” issued by RCMP Departmental Security.

Only those individuals who have met the security clearance requirements will be allowed to access the site of the work.



Village of Carmacks

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

PW GM Posting Update:

The Public Works General Manager position has been posted for almost a month now and the interview process has now been completed. Posted April 4th to April 21st.

Updates from the interview process:

- 4 Candidates shortlisted.
- 3 shortlisted candidates interviewed.
- 1 shortlisted candidate removed themselves from the competition due to finding other employment.
- 1 Local Candidate interviewed May 1st
- 2 out of territory candidates interviewed last week of April
- 1 Candidate with a Certified Engineering Technologist Designation
- 1 Candidate with a Bachelor of Business Administration and a Certificate in Logistical and Supply Management
- Position determination to be completed by May 2nd 2023
- Selected applicant would be present and ready to commence the position by June 1st

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



Village of Carmacks

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

To: Mayor & Council

Date: April 28, 2023

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

Re: CAO Debrief (April 4th – May 1st)

Hello Mayor & Council,

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

1. New Fire Hall Update:

- YTG – Lease reviewed for Environmental Sustainability move-in (Early May)
- Total North is exploring the potential of leasing spare VoC Fibre Lines to Total North/YTG for required fibre connections for office space leased.
- With the use of multiple redundancies and the guidance regarding national building codes from Chief Building Inspector, Warren Badley, there is nothing in legislature or code specifications that is preventing the new Firehall from being operational during the lead time for the permanent generator.
- This plan includes the following: CVFD SOP of actioning the mandated filling of all rescue and response vehicles during regular intervals (already included in existing CVFD SOP) → An established agreement with LSCFN for usage of a secondary filling location in the event of an emergency outage (Already existing with LSCFN & CVFD) → The use of a back-up 220V generator to power the fill station water pumps, and water pressure diagnostic gauge.
- Review of YTG Service Agreement & LSCFN Service Agreement required (Attached)
- Special meeting for review of Fire Protection Service Agreements required.
- YTG is has shared documentation outlining no specified reason within code or plans affecting operations of the facility without the permanent generator being present.
- Awaiting final occupancy and operational documentation from Firehall Project Manager.

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2. Old Firehall Update

- No documentation status exists for the condemnation of the old VoC Firehall
- Wildland Fire Management will be completing Air Quality testing at the facility (early May)
- Wildland Fire Management to assess the renovation and reclamation specifications required for the facility.
- Meeting with Wildland Fire Sr Management team scheduled for 1st week of May.
- CVFD is moving all equipment and supplies from old firehall to new firehall (Weekend of April 29th)

3. Land Lottery Update

- 3 Lots on Freegold RD to be posted in a land lottery (May 4th)
- Price \$45,000
- Term: 5 Years
- Lot Type: Country Residential
- Civic Addressing Completed
- No incentives to completing work quicker than 3-year term but developer does receive the land title earlier if development is finished within term.
- No Risk of YTG pulling the lot permit if development meets 3-year term.
- Pricing of lots if determined by the Land Development Branch with no input from Land Management or the municipality.
- Land Lot summary included as appendices.

4. Meeting with LSCFN (Executive Director & Capital Manager)

- Discussed the YESAB issues and inquiries with LSCFN Acting Executive Director and Capital Manager
- Feedback for concerns stem from lack of public consultation regarding the project and YESAB expanding the scope of the work to include emergency measures.
- VoC CAO, PW GM, and LSCFN ED, and Capital Manager to meet every 6 weeks to discuss vision and scope.

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- Technical discussion and meeting to be had with LSCFN Land & Technical team, VoC PW GM, and Greenwood Engineering Solutions in the next 2 weeks.
5. Aquatic Center Update
- Pool Walkthrough Completed (VoC CAO, AFO, PW Foreman, and Greenwood Engineering)
 - Pool Engineering Report – (2019) Attached as Appendices (Outlines scope of work required)
 - Health Officer’s Directive on Pool Remediation Efforts
 - Scope of work not nearly as extensive as reflected previously in 2020.
 - RPAY Letter of Support Attached
 - As outlined by EHS – Majority of scope of work is mechanical and not structural. Every recommendation outlined is a mechanical operating component.
 - A more recent engineering assessment is required to determine physical and structural compliance of the Aquatic Center
 - 2023 Engineering Assessment of the Aquatic Center Timeline: May to June 2023
6. CMHC Housing Accelerator Fund Update
- Met with Jillian Hardie (Northern CMHC HAF Funding Strategist) April 24th to discuss Carmacks Housing Plan submission for July 2023
 - CMHC has approved the VoC approach for the application suggested (plan scope attached)
 - Plan includes: the VoC developing and managing 2-3 multi-housing residential units (housing complex included in the Community Hub vision; OCP 2030)
 - Develop apartment style or sixplex housing units within plan to meet the HAF Livable Dwelling Quota (10% increase in housing) – Our plan will include a 18-24% livable dwelling increase.
 - Plan meet at least 5 different criteria for successful submission (Affordable Housing, Multi-Unit Housing, Land Acquisition for affordable housing, Increased wastewater infrastructure, increased broadband and connectivity infrastructure, Brownfield

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Redevelopment, increased accessibility through roads, trails, and sidewalks, increase in associated landscaping and greenspace.

- GrantMatch and CMHC have advised to develop this plan as intended and likelihood of approval is high.
- VoC Public Housing Plan – Public Hearing and Consultation scheduled for May 18th – 6-8PM at the Carmacks Recreation Complex

7. CAO Training Update

- Registered for the Finance Management Course through University of Alberta - National Advanced Certificate in Local Authority Administration (40 Hour Program)
- Human Resources course being explored through National Advanced Certificate in Local Authority Administration
- Camosun College Public Administration program is fully registered – Recommended intake is September 2023
- Public Administration course can be completed through National Advanced Certificate in Local Authority Administration as suggested by AYC.

8. GrantMatch Update

- Introductory meeting and discussion of capital goals and projects competed with Lola Bridges – VoC GrantMatch Funding Procurement Specialist
- Weekly emails about potential funding opportunities shared with VoC.
- First funding priority is the development of a CMHC HAF submission.
- The project will be developed through the efforts of VOC – CAO, VOC – PW GM, GrantMatch, and Greenwood Engineering Solutions
- VoC funding procurement document attached as appendices.

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TSquare Architect <tsquarearch@gmail.com>

Emergency Generator

1 message

Warren.Badley <Warren.Badley@yukon.ca>
To: "tsquarearch@gmail.com" <tsquarearch@gmail.com>

Wed, Feb 15, 2023 at 3:05 PM

Good afternoon Tim,

Pursuant to our conversation today regarding National Building Code emergency generator requirements; there are no clauses in the Building Code that would require the fire hall in Carmacks.

Even though the original Code Analysis stated that an emergency generator was required, this is not accurate.

The Post Disaster requirements of the building are all related to the structural integrity of the building, not the services the building is able to provide in the event of a disaster.

There will be no obstacles to obtaining occupancy of the building if there is not a generator in place upon final inspection and receipt of the Design Team Field Reviews.

Regards,

Warren Badley

Chief Building Inspector

Box 2703 C-8, Whitehorse, YT Y1A 2C6

Community Services | Regulatory and Consumer Services, Building Safety

T 867-667-5094 | C 867-332-4829 | Yukon.ca



PART 1 – GENERAL

1.1 GENERAL



- .1 One Standby diesel electric generator housed in an insulated outdoor, sound attenuated, enclosure with all required accessories required for a fully functioning standby power generation system according to CAN/CSA-C282-15, Emergency Electrical Power Supply for Carmacks Firehall.

1.2 RELATED SECTIONS

- .1 As specified herein and shown on the drawings.

1.3 REFERENCES

- .1 CSA-C22.1-18 - Canadian Electrical Code, Part I, Safety Standard for Electrical Installations.
.2 CSA-C22.2 No. 100, Motors and Generators.
.3 CSA-C282-15 - Emergency Electrical Power Supply for Buildings.
.4 UL2200 - Standard for Stationary Engine Generator Assemblies.
.5 CAN/ULC-S601 – Standard for Shop Fabricated Steel Aboveground Tanks for Flammable and Combustible Liquid.
.6 NFPA 99 – Essential Electrical Systems for Health Care Facilities.
.7 NFPA 110, Level 1 – Emergency and Standby Power Systems. Prototype tests required by this standard shall have been performed on a complete and functional unit.
.8 ISO 3046 – Reciprocating Internal Combustion Engine
.9 ISO-8528-1 – Engine Ratings
.10 National Building Code NBC – 2015

1.4 SCOPE OF WORK



- .1 This Section of the Specifications covers the Contractor's supply, delivery, installation, testing and commissioning of one diesel engine-driven standby generator and insulated outdoor, sound attenuated, Arctic Thin Skin enclosure with all required accessories along with their auxiliary equipment and a Generator Control Panel (GCP), overcurrent breakers and sub base fuel tank as specified in this Section.
- .2 Final orientation of generator shall be such that exhaust is directed away from the building.
- .3 Full design and turn-key construction of onsite pad to carry generator assembly. Pad must be oversized by minimum 1.2 meter on all sides to accommodate C282 required maintenance clearances.
- .4 Provide for site inspection of pour preparation by engineer prior to pour. Inspection and approval to pour also to carry the seal of the engineer and to be delivered to the project engineer for review prior to pour.
- .5 Installation and testing as specified herein and as per C-282-15 Emergency Electrical Power Supply for Buildings, Section 10.
- .6 Contractor shall coordinate with the Owner for exact location to off-load enclosure on-site. Contractor shall maintain minimum clearances around sensitive instruments and cabling on site. Cable locations to be completed prior to construction of the pad.
- .7 Supply of the new generator system equipment generally consisting of:



Environmental Health Services
2 Hospital Road
PO Box 2703
Whitehorse Y1A 2C6

**HEALTH OFFICER'S DIRECTIVE
VILLAGE OF CARMACKS SEASONAL SWIMMING POOL**

December 10, 2019

Tracey Thomas, CAO
Village of Carmacks
Box 113, Carmacks YT
Y0B-1C0

Dear Tracey,

To ensure public health and safety, Yukon swimming facilities are issued permits to operate by Yukon Environmental Health Services (EHS) under the authority of the Public Health and Safety Act (OIC RSY 2002, c.176); Public Pools Regulation (OIC 1989/130). Permits are issued based on submission of information required in Section 4 of the Public Pools Regulation and the lack of existing 'health hazards' as defined in Section 5 of the Public Pools Regulation.

EHS completed assessments on all operating seasonal public pool facilities in the summer of 2019. These focused on determining the status of mechanical and physical facilities and compliance of installed equipment with current health and safety codes. The Village of Carmacks seasonal pool was assessed on July 25, 2019. Multiple items were not functioning as designed or not meeting current equipment codes.

A list of items requiring repair is included in the attached table. Items identified as 'critical' must be repaired prior to the swimming pool receiving its permit for the 2020 season. The facility will not be permitted to open until adequate documentation of

these repairs is received. Additional items identified as 'high priority' must be completed within the 2020 operating season. Details regarding required documentation of repairs is included. Assistance regarding design for required repairs is available through EHS, if required.

If you have questions or concerns, please feel free to contact me at 867-667-8321.

Regards,

A handwritten signature in blue ink, appearing to read "Dianna Hayden".

Dianna Hayden
BSc. B.Tech. C.P.H.I.(C)
Environmental Health Officer

Enclosures:

Assessment report, Delta-T Consultants Carmacks Pool Mechanical Inspection
Detailed repair list, 3 pages

Carmacks seasonal pool repairs

Item	Action required	Documentation
<p>Critical: Skimmer piping modifications</p>	<p>Ports in the sidewalls below each skimmer need to be permanently sealed, and the skimmer equalization ports are to be plumbed to the main drain piping as close as possible to the main drains.</p>	<p>Provide photographs and written documentation of plumbing modifications.</p>
<p>Main drains</p>	<p>Install main drains which are up to current safety codes, that are adequately sized for suction velocity. Cover required must have greater than 16 square inches of open area.</p>	<p>Provide equipment specifications and photographs of installed equipment.</p>
<p>High priority:</p>		
<p>Skimmer installations</p>	<p>Skimmers must be secured properly. Repair skimmers to ensure installation is secure.</p>	<p>Provide photographs of skimmers within crawlspace showing removal of plywood supports.</p>
<p>Skimmer weir function</p>	<p>Skimmers must function as designed. Skimmer weirs must be installed and functional. Repair or replace skimmers as required to ensure weir function.</p>	<p>Repair or replace skimmers as necessary to ensure weirs are fully functional. Provide photographs of equipment repairs; weirs are expected to be functioning during routine inspections.</p>
<p>Depth markers</p>	<p>Depth markers must be painted on decking and in the pool.</p>	<p>Install depth markers on decking and interior of pool as indicated in BC Guidelines for pools construction.</p>

Carmacks seasonal pool repairs

Sand filter function	Sand in the pool may be from channeling in the sand filter. Check the filter for sand level and function.	Assess sand filter, determine if any repairs are required, and document when completed in on site records.
Flow meter installation	Install flow meter on the skimmer or the main drain piping before the pump to allow for balancing of suction between the main drains and the skimmers.	Install required equipment, provide specifications and photograph documentation.
Washroom lighting levels	Adequate lighting must be provided in the facility.	Ensure that lighting is a minimum of 161 lux (15 foot candles) at all points 76 cm above surfaces and 10 foot candles on the pool decking. Upgrade lighting as required and provide documentation.
Cross connection control	Vacuum breakers must be installed on hose bibbs	Install vacuum breakers and provide photographs.
Crawlspace access covers	Municipal manholes are not adequate for use as crawlspace covers.	Install covers which do not present tripping or injury hazards on the decking.
Automated chlorine feed system	Install automated chlorine system to allow for automatic chlorine level adjustment in the pool.	Install equipment, provide specifications and photograph of installation as documentation.

Carmacks seasonal pool repairs

Additional information required due to source water being well:

Well logs and additional available information	Provide well logs if available for the facility.	Inform Environmental Health Services of any existing documentation for the well, such as drilling logs, pitless modification records, or any other known information. Additional assessment and/or treatment of this source may be required.
Routine water sample submission	Monthly submission of raw water samples required during operational season.	Raw water samples must be submitted monthly to EHS.



Carmacks Pool Mechanical Inspection

Prepared For:
Government of Yukon, Health & Social Services

Prepared By:
Dan Gravel

Report Date:
September 9, 2019

TABLE OF CONTENTS

Table of Contents	1
1 Introduction	2
1.1 Background.....	2
1.2 Report Limitations.....	2
2 Existing pool condition	3
2.1 Pool Shell.....	3
2.2 Pool Deck	4
2.3 Pool White Goods.....	4
2.4 Pool water	5
2.5 Pool chemical room	5
2.6 pool mechanical room and systems	6
3 Washrooms & Other	7
3.1 Washroom / changerooms	7
3.2 Signage.....	7
3.3 Drinking Fountain.....	7
3.4 Hose Bibbs	7
3.5 Operator Training & Procedures.....	7
3.6 Crawlspace Access Covers	7
4 Conclusion	8

1 INTRODUCTION

1.1 BACKGROUND

The Carmacks swimming pool is a Village of Carmacks owned and operated public swimming pool for people in the community of Carmacks, Yukon. The facility is approx. 20 years old with a building that contains an office & washrooms, storage rooms, and pool mechanical room and chemical storage. Attached to the building is a corrugated metal type structure over the 1000 ft² pool. The deck is approx. 1870 ft² with a brushed concrete surface finish.

At the time of the inspection on July 25, 2019 this facility was open to the public and the pool mechanical system was in operation and the chemical levels maintained.



1.2 REPORT LIMITATIONS

This report has been prepared for Yukon Government for their sole use only. Any use that a third party makes of this report, any reliance on this report, or any decisions made based on this report are the sole responsibility of those third parties. Delta- T Consultants Ltd accepts no responsibility for damages suffered by any unauthorized third party as a result of decisions made or actions taken based on this report.

2 EXISTING POOL CONDITION

2.1 POOL SHELL

The pool shell is 50 ft long x 20 ft wide with a surface area of 1000 ft², and consists of steel panels with a vinyl liner. The liner has been repaired several times over the years and appears to be in fair condition. Access to the pool is through 4 ladders located at each corner. The ladders appeared to be in good working order, although the escutcheon plates were loose and could be a pinch point for fingers or toes.

All of the skimmers have an equalization port at the bottom that is to be connected to the pool main drain piping as a method of equalizing the suction pressure in the event of low water or an increase in suction through one of the suction ports. In this facility the skimmer equalization ports are plumbed directly to the sidewall of the pool below the skimmer. This is a suction hazard in the event that the water level drops below the bottom of the skimmer, the pump will continue to draw water from the port below the skimmer and a body part or bathing suit may become trapped under water by the suction at this port. This is further compounded by the fact that the skimmer piping is not balanced and skimmer A is the closest to the pool mechanical room and has the highest suction of all the skimmers.

Description	Value
Pool Dimensions Overall	20 ft x 50 ft
Shallow End Water Depth	3'-0"
Deep End Water Depth	5'-6"
Estimated Volume	31,223 USgal (119 m ³)



The ports in the sidewall below each skimmer are to be permanently sealed, and the skimmer equalization ports are to be plumbed to the main drain piping as close as possible to the main drains.

There is at least one skimmer (shown in photo here) that is being supported by a piece of plywood wedged underneath it, indicating that it is not secured properly in the floor and could cause issues in the future. All skimmers should be inspected and replaced if necessary.

There does not appear to be any leaks in the pool shell as the crawlspace under the deck is relatively dry and some normal corrosion showing in some areas. Note that a full inspection of the crawlspace was not possible due to confined space requirements, however I was able to view some areas in the crawlspace through the access ports in the deck.

Piping from skimmer to filter pump

Skimmer equalizer port currently plumbed to the sidewall of the pool

Plywood supporting skimmer

2.2 POOL DECK

The deck is approximately 1870 ft² and is brushed concrete to help provide a non-slip surface. There are some cracks and gaps in the deck surface. Some of the larger cracks could be tripping hazards if not maintained and filled.

There is a perimeter trench drain surrounding the pool which appears to be in fair condition.

Pool operators are to ensure that there is always a minimum of 4 ft clearance around the entire pool deck for emergency access.

There is a 2 ft high slide secured to the deck and plunges into the pool. A slide of this nature can be dangerous for little children and the pool operators are to ensure that care is taken by anyone who uses this slide. This slide is also to be regularly inspected to ensure that it is securely attached to the deck, there are no loose or protruding fasteners, and no damage to the slide that can cause injury.

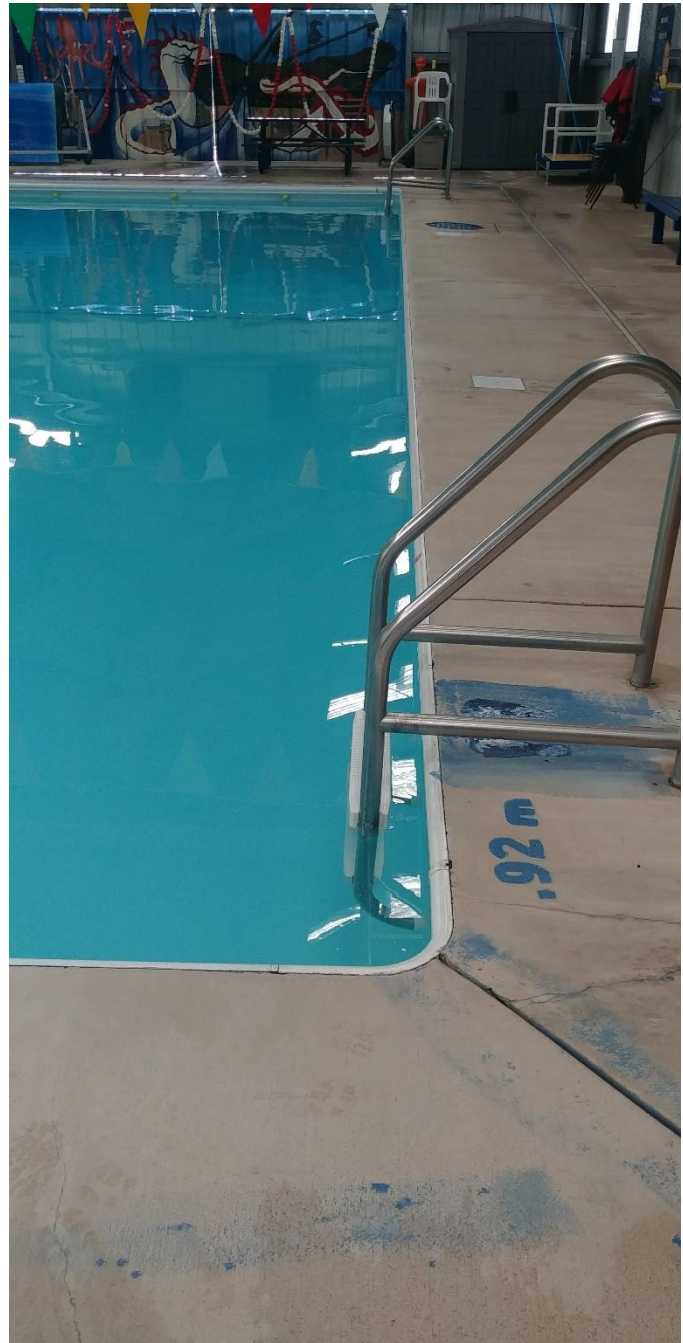
The safety equipment is to be properly mounted for easy access in an emergency, and not placed on the floor or behind columns.

The depth markers are poorly done and depths not clearly marked around entire pool. Water depths are also to be marked on the vertical pool walls above the waterline so bather can see the water depths while in the pool.

2.3 POOL WHITE GOODS

The white goods typically associated with swimming pools include skimmers, drains, returns (inlets), and vacuum ports.

There are 4 skimmers on this pool which is sufficient for a pool of this size. The skimmers are original and the weirs need to be replaced for effective skimming function. Inside the skimmers are the two ports for pump suction and equalization. There are supposed to be valve covers for these ports which are missing from all skimmers and need to be installed. The side wall equalization ports had return fitting installed which are not approved suction fittings and I instructed the staff to remove them as they are an entrapment hazard.



The two main drains are an undetermined model which are NOT VGB compliant and they do not appear large enough for the circulation rate of this pool. The current open area of each drain cover is undetermined and appears to be too small which will likely exceed the suction velocity of 1.5 fps designated by BC Pool Regulations and industry standards. This high suction velocity is a suction hazard and the drain covers are to be replaced with a cover with more than 16 in² open area.

This pool has 6 Jacuzzi 1FD-62 return fittings. With a pool perimeter of 140 ft and a max allowable spacing of 30 ft between the returns, this pool has an adequate number of return fittings for pool circulation.

The two vacuum fittings appeared to be good condition although they were not tested.

2.4 POOL WATER

The pool water was cloudy at time of inspection due to a large group in the pool. We went back to the pool the next day and the water had cleared up.

There was sand visible in the shallow end below the return fittings closest to the mechanical room indicating that it was sand from the sand filter. The sand filter should be inspected for sand level, and water channeling which could create enough velocity to carry sand into the pool.

2.5 POOL CHEMICAL ROOM

The chemical storage room is accessible through the side door in the pool building and has a key lock for security. This room currently has containers of muriatic acid for pH control.



The chlorine feed system is housed in a separate room which also houses the solar heating system storage tank and circulation pump. The Grundfos chemical feed pump delivers liquid chlorine from the chemical tank and into the return piping back to the swimming pool. This pump is set to continuously dose chlorine at a set rate. The operators take regular chemical samples and readings and manually adjust the chlorine and acid as needed.

Per BC Pool Regulations, an automated chemical feed system is required for commercial pools. The automated controllers continually monitor the chemical levels and adjust automatically as needed. An automated system is superior to a continual system as it can better manage fluctuating bather loads and manage the chemicals 24 / 7. An automated chemical feed system is highly recommended for ease of use, and reduces the time required for the operators to personally manage the chemicals. This is particularly important when there is only one lifeguard on staff while there are bathers in the pool.

2.6 POOL MECHANICAL ROOM AND SYSTEMS

The pool mechanical room is accessible through the exterior side door in the pool building and has a padlock for security. There is also access through an exterior locked fence gate.



There are three pipes coming from the pool into the mechanical room; there is one 3" diameter pipe from the main drains, one 3" diameter pipe from the skimmers, and one 1 1/2" diameter pipe from the vacuum ports. Without balanced skimmer piping or balance valves, the suction for the skimmers is unbalanced and equal suction and circulation in the pool is not achieved. There is also to be a flow meter installed on either the skimmer or the main drain piping before the pump in order to properly balance the suction between the main drains and the skimmers. There is supposed to be minimum 50% flow through the skimmers with an ideal 80% for optimal skimming performance.

There is not a vacuum gauge installed on the suction piping, but there is a pressure gauge installed on the discharge piping and these are required for verifying proper pump operation and for troubleshooting purposes.

The pump and filter are adequately sized for this pool and appear to be in good operating condition. It is unclear on when the filter sand was last changed and this should be changed typically every 2 – 4 years depending on pool usage and debris in the pool.

This pool has a boiler for heating the water and also has a solar heating system c/w heat exchanger. The intent is to use the solar heating system as the primary heat source and the boiler is used if there is not enough heat from the solar system. The solar heating system was initially not in operation at the time of inspection as the isolation valves to the solar system were closed and the pool was using the boiler only. I opened the valves to the solar system and the flow meter on the solar system piping went from 0 gpm to ~ 90 gpm. I instructed the maintenance manager to monitor it and see if it makes a difference on the boiler heating load.

There is one Flow-Vis Flowmeter that was reading approx. 90 USGPM at time of inspection and this flowrate was used to create the datasheet.

The 3" diameter discharge piping going back to the pool is adequately sized for this flow rate.

There is a 2" backwash pipe with an appropriate air gap at the top of the floor at the opening into the drain.

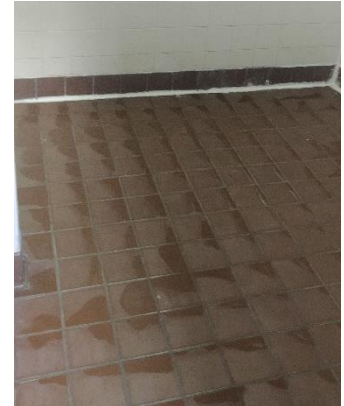
The fresh water make up is by a garden hose from a hose bibb on the pool deck and adding water directly to the pool.

3 WASHROOMS & OTHER

3.1 WASHROOM / CHANGEROOMS

There are separate washroom / changerooms for male and female's c/w showers. The fixtures appear to be in good working order. The flooring is 4"x4" tile and caulking for coving at the floor / wall intersections. The flooring appeared to be sufficient for anti-slip.

The lighting levels in the washroom / changerooms may not be adequate. The lighting level on the pool deck and washroom / changerooms is to be min 161 lux at 30" above deck level.



3.2 SIGNAGE

The signage is not adequate and not well posted throughout the facility. Proper signage of all pool rules is to be posted throughout the facility using approved wording and letter heights.

3.3 DRINKING FOUNTAIN

The drinking fountain located on the pool deck is functioning properly.

3.4 HOSE BIBBS

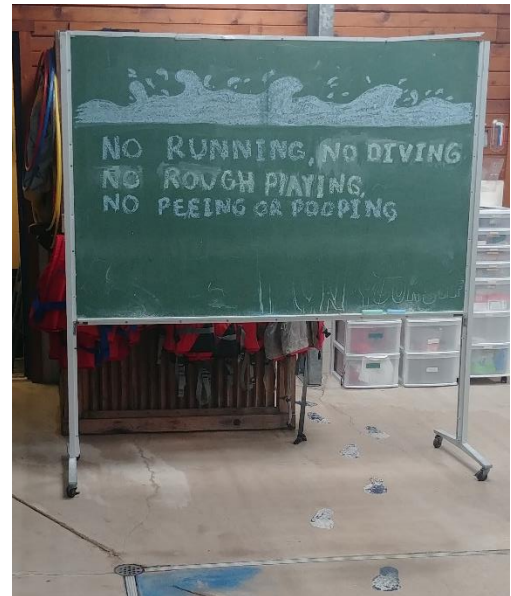
All hose bibbs are to have vacuum breakers installed.

3.5 OPERATOR TRAINING & PROCEDURES

The pool operator present at time of inspection appears to have adequate training and knowledge of the pool and facility, operating guidelines, and safety procedures. A review of the pool log book and policies shows that the policies are being followed.

3.6 CRAWLSPACE ACCESS COVERS

The crawlspace access covers use municipal manholes and the bolts do not actually thread into anything and are all loose. The loose bolts are a safety hazard as well as leaving the access cover unlocked and accessible to anyone.



4 CONCLUSION

As outlined in this report, there are some health and safety issues as well as maintenance items to be remedied. The primary suction hazards and chemical storage are relatively quick items to complete and are critical for the safety of all persons in this facility. The condition and safety of the building structure is outside the scope of this report. The following is a summary of the items identified in this report that need attention and must be resolved to ensure safe use of the pool for all bathers.

Description	Risk	Action Required
Skimmer Equalization Piping	Suction Hazard	Piping to be modified
Main Drain Covers	Suction Hazard	New covers to be installed
Depth Markers	Bather Awareness	Depth markers to be located in appropriate locations
White Goods	Injury to bathers	All white goods are to be inspected and replaced if broken or damaged. Skimmers weirs to be inspected and replaced if necessary. Skimmers to be inspected within the crawlspace and properly secured in place or replaced.
Escutcheon plates	Injury to bathers	All escutcheon plates to be inspected and replaced if necessary
Chemical feed system	System Operation	Install automated chemical feed system
Flow meter on Suction piping	System Operation	Install flow meter on either the skimmer or drain suction piping
Vacuum gauge	System Operation	Install vacuum gauges
Sand Filter	System Operation	Filter sand to be inspected and replaced if necessary
Back Flow Preventer	Cross Connection Risk	Reduced Pressure BFP to be installed

Washroom lighting	Injury to bathers	Lighting levels to be measured and modified if required
Signage	Bather Safety	Approved signage to be posted throughout facility
Hose Bibbs	Cross Connection Risk	Hose Bibbs to have vacuum breakers installed
Crawlspace Access Cover	Injury to bathers	Access covers to be secured properly

The following is a summary of the design parameters for this swimming pool

Design Data			
Swimming Pool			
Water Parameters	Deck Surface Area	173.7 m ²	1870 ft ²
	Water Surface Area	92.9 m ²	1,000 ft ²
	Water Volume	118.6 m ³	31,223 USG
	Perimeter Total Length	42.7 m	140 ft
Circulation & Filtration	Circulation Design Flow Rate	5.7 liters/sec	90 USGpm
	Water Turnover Rate	347 Minutes	5.8 Hours
	Slide / Jet Flow Rate		
	Total Filter Area	0.656 m ²	7.06 ft ²
	# of Skimmers Required		3
	# of Skimmers Provided		4
	Filtration Design Flow Rate	8.7 l/s/m ²	12.7 USGpm/ft ²
Additional Design Data	Max Water Temp	30 °C	86 °F
	Source of Water Supply	Public, c/w Backflow Preventer	
	Waste Disposal	Rock Pit	
	Disinfection / pH	Liquid Chlorine, Muriatic Acid	
Deck Drains	# of Deck Drains Required	5	
	# of Deck Drains Provided	Continuous	
	Max Deck Drain Spacing	7.32 m	24 ft
Water Inlets	# of Water Inlets Required	5	
	# of Water Inlets Provided	6	
	Max Water Inlets Spacing	9.14 m	30 ft



Welcome to GrantMatch- we are thrilled to be working together!

To ensure all your funding needs are met, please fill-in the blue boxes below. This form, and its questions, is optional. However, complete information will help better match available funding programs to your business, understand your funding goals, and allow us to create a preliminary funding strategy.

Organization Information	
Organization Legal Name	Village of Carmacks
CRA Business Registration Number	108176231 RT0001
Year of Incorporation/Amalgamation	November 1st, 1984
Company Gross Annual Revenue	\$4-6 Million including CMG and Transfers

Employees	
Full-time employee count	12 FTE's
Part-time employee count	9-10 Staff
Seasonal employee count	6-8 Staff
Annual volunteer count	Minimal

Contacts	
Do you have a list of key department contacts? <i>If so, could you please provide it to your Specialist?</i>	Yes, Org Chart & Contact Listing Shared - All new Department Heads for VoC

Primary Contact	
Full Name	Matthew Cybulski
Title	CAO
Email address	cao@carmacks.ca
Phone number	867-863-6271/867-332-1516
Secondary Contact [or Key Department Contact]	
Full Name	Lisa Snyder
Title	Finance Contractor - Department Development for New Hire
Phone number	867-332-2139
Email address	finance@carmacks.ca

Organization Profile

<p>New Firehall (\$11 Million) and Carmacks Recreation Complex (\$23 Mill)</p> <p>1. What are your primary expenditure categories?</p> <p><i>Please highlight all that apply</i></p>	<p>Community Development <input checked="" type="checkbox"/></p> <p>Hire Employees <input checked="" type="checkbox"/></p> <p>New Building/Building Expansion <input checked="" type="checkbox"/></p> <p>Purchase Equipment <input checked="" type="checkbox"/></p> <p>Reduce pollution or improve energy efficiency <input checked="" type="checkbox"/></p> <p>Technology Adoption/E-Commerce <input checked="" type="checkbox"/></p> <p>Training-Internal</p> <p>Training-Third Party</p> <p>Accessibility <input checked="" type="checkbox"/></p> <p>Economic Development <input checked="" type="checkbox"/></p> <p>Education</p> <p>Emergency Funding - Natural Disasters <input checked="" type="checkbox"/></p> <p>Emergency Funding - COVID-19</p>
<p>2. Do you create capital expenditure forecasts?</p> <p><i>This can help your Specialist make both immediate and long-term strategic funding suggestions.</i></p>	<p>Yes Attached is our 3 Year Capital Expenditure Program By-Law</p> <p>No</p>
<p>3. Which funding instruments are acceptable for us to consider?</p> <p><i>Please highlight all that apply</i></p>	<p>Bond</p> <p>Equity Investment</p> <p>Grant <input checked="" type="checkbox"/></p> <p>Loan- Interest Bearing</p> <p>Loan- Interest Free <input checked="" type="checkbox"/></p> <p>Tax Deferral <input checked="" type="checkbox"/></p> <p>Tax Credit <input checked="" type="checkbox"/></p> <p>Wage Subsidy <input checked="" type="checkbox"/></p>

Imminent projects

<p>Brief description of your imminent projects:</p>	<p>To complete the community goal priorities of our OCP:</p> <ul style="list-style-type: none"> - To Develop more livable land - To create more affordable housing options - Develop a Community Wellness Hub (Shopping, Greenspace, Commercial space, and residential space within a brownfield site - YTG Land but promised to VoC for OCP goal completion - Capital Funding needed for roads upgrade, completion of Merv Tew Park - VoC CMHC - Housing Accelerator Fund ** Major Task for GM, VoC, and Greenwood Engineering - Green Municipal Fund Retrofits - Municipal Building, Pool, Old Firehall, CRC - Flooding Relief Measures Funding - Annual Yukon River Flood Season - Emergency Declared 2022 - Tourism Development Funding - Destination Development (NEW VIC, Picnic Area, Splash Pad @ CRC - Carmacks Boardwalk Completion - Extension to Merv Tew Park - Funding for a joint Sewer Lagoon Project with Little Salmon Carmacks First Nation - Paying for a new Recreation Complex & Firehall when no incremental budget changes were made for the 4 previous budgets - Exploration of the purchase of new heavy machinery (Grader, Garbage Truck) and Landfill Regionalization Funding
<p>Timelines for projects and target end dates:</p>	<p>Project timelines:</p> <ul style="list-style-type: none"> - CMHC HAF Fund: Immediate: Intake is summer 2023 (3-4 years for execution)**MAJOR** - OCP & Community Wellnes Hub - 3-5 years - ***Major** - Brownfield Site - This Year - VoC Roads - 2023 to 2025 - Green Municipal Fund Projects - 2023 to 2025 - Flooding Relief & Disaster Relief - Annually **** MAJOR*** - Tourism Development - 2023 to 2025 - Sewer Lagoon - 5 Years - **Major*** involves YTG, VoC, LSCFN - Firehall and CRC OM & Capital Funding - **Major** Long-Term Need
<p>Costs associated to the projects:</p>	<p>\$0 - \$100,000 Recreation, Tourism, Training, Roads</p> <p>\$100,001 - \$500,000 Tourism Development , Roads</p> <p>\$500,001 - \$1,000,000 Green Municipal Fund, Merv Tew Park,</p> <p>\$1,000,001 - \$5,000,000 CMHC HAF - Brownfield, Disaster Relief</p> <p>Above \$5,000,000 CMHC HAF, Disaster Relief, Sewer Lagoon,</p>

<p>Cost categories associated to projects:</p>	<p>Construction ✕ Capital ✕ Labour ✕ Training ✕ Other, <i>please specify</i>: Consultation, Engineering, Equipment & Supply Procurement</p>
<p>Anticipated outcomes of the projects:</p>	<p>Job creation ✕ Increase in profitability ✕ Enhancing competitive advantage ✕ Exporting to new markets Other, <i>please specify</i>: OCP completion, Housing Development, and Capital Budget Development and Bolstering</p>

Would you like to receive our marketing emails? **Yes** **No**

These marketing emails, typically sent on a monthly basis, aim to keep you updated on immediate news updates, newsletters, and key funding information.

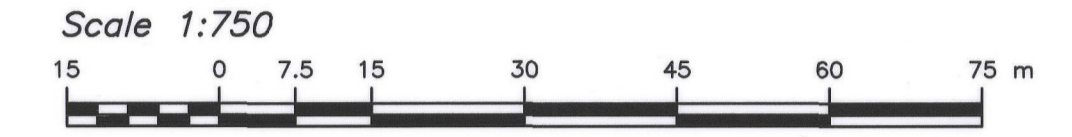
Address: cao@carmacks.ca

Links: <https://www.carmacks.ca/>

Legal Land Designator (LLD) Correlation Table	
Created Parcel(s)	
Conventional LLD	9 Digit LLD
Lot 194	100200137
Lot 195	100200148
Lot 196	100200159
Comprising Parcel(s)	
Conventional LLD	9 Digit LLD
Yukon Land	100200261

PLAN OF SURVEY OF
LOTS 194 TO 196

CARMACKS
 YUKON
 Yukon Land Title Registry generated Legal Land Designators are shown in the Correlation Table.



The plot size that will provide true scale and optimum readability for this plan is 609mm by 1040mm.

THIS SURVEY WAS EXECUTED DURING THE PERIOD OCTOBER 6, 2022 TO NOVEMBER 3, 2022 BY ROBIN CUNNINGHAM, CLS.

LEGEND:
 Bearings are UTM Grid, derived from dual frequency differential carrier phase GNSS observations between GCP300 and GCP301 and are referred to the Central Meridian of UTM Zone 8, (Longitude 135° West).

Distances shown are horizontal at general ground level and are expressed in metres. To compute UTM grid distances, multiply general ground level distances by the average combined scale factor of 0.999573.

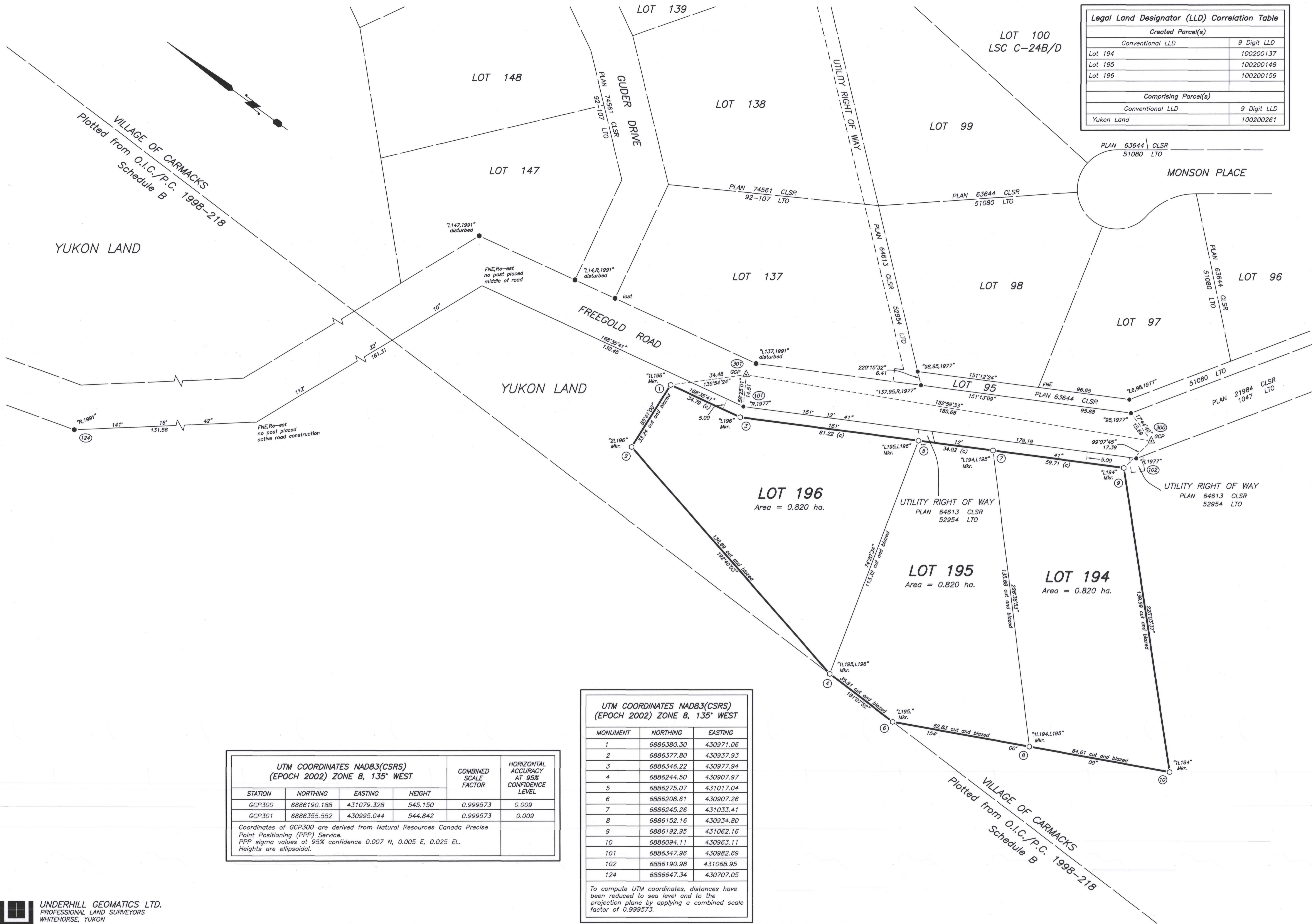
- CLS 77 Post placed shown thus ○
- CLS 77 Post found shown thus ●
- CLS 69 Post found shown thus ●
- Geo-referenced Control point (GCP) shown thus △
- Traverse lines shown thus - - - - -
- Offset lines shown thus
- Lands dealt with by this plan bounded thus _____

"UTRM" denotes Unable To Read Marks
 Markers are 1.5m steel angle posts with plaque. Placed 0.3m from placed posts.
 All Posts Placed were marked with 2022 for the year of the survey.

Re: Section 38, CANADA LANDS SURVEYORS REGULATIONS

CERTIFIED CORRECT:
 ON THE 15 DAY OF NOVEMBER, 2022

Robin Cunningham
 Robin Cunningham, CLS



UTM COORDINATES NAD83(CSRS) (EPOCH 2002) ZONE 8, 135° WEST				COMBINED SCALE FACTOR	HORIZONTAL ACCURACY AT 95% CONFIDENCE LEVEL
STATION	NORTHING	EASTING	HEIGHT		
GCP300	6886190.188	431079.328	545.150	0.999573	0.009
GCP301	6886355.552	430995.044	544.842	0.999573	0.009

Coordinates of GCP300 are derived from Natural Resources Canada Precise Point Positioning (PPP) Service.
 PPP sigma values at 95% confidence 0.007 N, 0.005 E, 0.025 EL.
 Heights are ellipsoidal.

UTM COORDINATES NAD83(CSRS) (EPOCH 2002) ZONE 8, 135° WEST		
MONUMENT	NORTHING	EASTING
1	6886380.30	430971.06
2	6886377.80	430937.93
3	6886346.22	430977.94
4	6886244.50	430907.97
5	6886275.07	431017.04
6	6886208.61	430907.26
7	6886245.26	431033.41
8	6886152.16	430934.80
9	6886192.95	431062.16
10	6886094.11	430963.11
101	6886347.96	430982.69
102	6886190.98	431068.95
124	6886647.34	430707.05

To compute UTM coordinates, distances have been reduced to sea level and to the projection plane by applying a combined scale factor of 0.999573.

CARMACKS VOLUNTEER FIRE DEPARTMENT MONTHLY REPORT

April 2023

April 15: EMS Assist: CVFD Justin LACHANCE assisted EMS with a lift assist.

April 18: MVI response: LACHANCE and MITCHELL responded to a MVI north of town between minto flats and Pelly Crossing. CVFD secured and stabilized the vehicle and documented the surround



April 25: Practice: CVFD following members attended fire practice for gear checks, equipment checks, truck checks:

- Blake Vandecamp
- Justin Lachance
- Dennis Mitchell
- Shari Wrixon
- Tristan Unterschute
- Brett Skookum

CVFD: Moved most of vehicle, equipment and gear to the new firehall.





Village of Carmacks

Public Works Assistant Foreman's Report

27/04/2023

Report to CAO, Mayor and Council

Treatment Plant:

Environmental compliance officer stopped, and we gave a verbal report on the condition of Plant. Normal operations replaced UV lights and cleaned apparatus.

Landfill:

Environmental compliance officer stopped at landfill and did the official report which will be submitted to the office and public works. The Hazardous Waste was successful on April. 15. Normal operations, cattle guard will be powered up by first week of May. As per our solid waste Management Plan.





Collection System:

We discovered location of manhole on forestry property for future development and demolition. At the moment collection system is functioning normal.



Duplex:

Normal operations

Equipment:

Replaced Ball joints on one F150.

Recycling:

Normal operations

Firehall:

Normal operations

Admin. Bldg.:

Normal operations



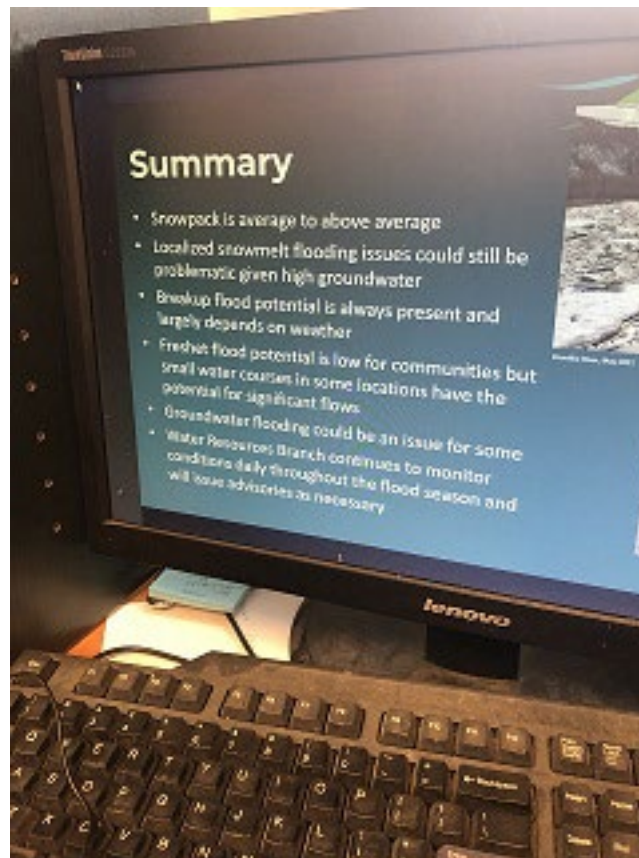
Shop:

Still waiting for a Heater motor.

Streets:

We started to do road repairs as weather permitted and planning street sweeping next few weeks.

Extra information



We attended Zoom meeting about flood condition, at the moment moderate to low. On another note ground water has been rising for couple of years now. The effects of that are still to be determined.

Sincerely,

Jens Wylimczyk,

Assistant Foreman

RECREATION REPORT



April 2023

VILLAGE OF CARMACKS - RECREATION

Authored by: Chanel Johnnie



Department Updates

Major Updates

- Fitness Membership Data:
 - Membership Usage Summary Report: Please see appendices.
 - Membership Rate Summary Report: Please see appendices.
 - Memberships By Date

- Rentals Data: See Appendices
 - Rental usage by Week: Please see appendices.
 - Rental usage by Organization: Please see appendices.

- Registration Overview
 - Course Rate Summary Report
 - Usage by Organization

- POS System
 - Drop in's (Adult, Youth, Senior)
 - Skate rentals
 - Helmet rentals
 - Both Skate/Helmet rentals
 - Canned and bottled drinks

- Staffing New Hires
 - We've hired 4 new staff (Roxy, Aislyn, Alicia, Kayla)
 - All programming has resumed since last report

Membership Rate Summary

Membership Rate Summary Report

Recreation Memberships - All Memberships

Recreation Memberships - Drop In Memberships						
Apr 1, 2023 - Apr 25, 2023						
						Save Report
						Back
Membership Name	Rate Name	Discount %	Rate Amount	Quantity	Auto Renew	Total
Drop-in Visit (Adult)	Drop in Adult	0.00	\$5.71 G	2	0	\$11.42
				Subtotal	2	\$11.42
Recreation Memberships - Monthly Memberships						
Apr 1, 2023 - Apr 25, 2023						
						Top Btm
Membership Name	Rate Name	Discount %	Rate Amount	Quantity	Auto Renew	Total
3 Month Membership	3 Month Membership	10.00	\$64.29 G	1	1	\$64.29
3 Month Membership	3 Month Membership	0.00	\$71.43 G	2	2	\$142.86
6 Month Membership	6 Month membership	0.00	\$119.05 G	1	1	\$119.05
Family 1 year Membership	Family 1 year Membership	0.00	\$342.86 G	1	0	\$342.86
Monthly Membership - Adult	Adult Rate	0.00	\$33.33 G	10	0	\$333.30
				Subtotal	15	\$1,002.36
Recreation Memberships - Punch Pass Memberships						
Apr 1, 2023 - Apr 25, 2023						
						Top Btm
Membership Name	Rate Name	Discount %	Rate Amount	Quantity	Auto Renew	Total
10 Visit Punch Pass Adult	10 Visit Punch Pass adult	0.00	\$33.33 G	1	0	\$33.33
4 Visit Punch Pass	Punch Pass Rate	0.00	\$11.90 G	2	0	\$23.80
				Subtotal	3	\$57.13
Recreation Memberships - Subsidized Memberships						
Apr 1, 2023 - Apr 25, 2023						
						Top Btm
Membership Name	Rate Name	Discount %	Rate Amount	Quantity	Auto Renew	Total
LSCFN - Monthly Membership	LSCFN Rate	0.00	\$0.00 G	12	12	\$0.00
Monthly Membership - VOC Employee	VOC Rate	0.00	\$0.00	2	2	\$0.00
Monthly Membership - VOCFD	Adult Rate	0.00	\$0.00	1	1	\$0.00
				Subtotal	15	\$0.00
				Grand Total	35	\$1,070.91

Purchased By Date

Purchases by Date	
April 1, 2023 To April 25, 2023	
Save Report	
Back	
Transaction Counts	
Total Number of Memberships	36
Internal Purchase Transactions	36
Online Purchase Transactions	0
Total Cancellation Transactions	1

Rental Usage By Week

Week of: April 2, 2023		Prev Week		Next Week		Save Report		Back	
	Sun	Mon	Tue	Wed	Thu	Fri	Sat		
	2	3	4	5	6	7	8		
Carmacks Recreation Complex » Indoor Spaces » Gymnasium	01:00PM - 03:00PM Toddler Time (18mo-4yrs) - TDT-FW	07:00PM - 09:00PM Carmacks Spikerz - CSVB-FW	06:00PM - 07:30PM Laser Tag Battle Dome 07:30PM - 09:00PM Laser Tag Battle Dome	07:00PM - 09:00PM Drop-in Basketball - DRPBSK-FW	06:00PM - 08:00PM Pickleball - PB-FW		07:00PM - 09:00PM Adult - Laser Tag - ALST-FW		
Carmacks Recreation Complex » Indoor Spaces » General Meeting Room				05:30PM - 06:30PM Resilient Minds - RT-MS		05:30PM - 06:30PM Resilient Minds - RT-MS	12:00PM - 04:00PM B.A.R.S. Yukon		
Carmacks Recreation Complex » Indoor Spaces » Multi-Purpose Room		03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW 06:00PM - 07:00PM ART ATTACK - AA- FW				
Carmacks Recreation Complex » Indoor Spaces » Ice Pad - Hockey	09:00AM - 03:00PM Hockey	04:00PM - 05:00PM CTJS - Learn to Skate - LTS-FW 05:00PM - 07:00PM Hockey Practice	04:00PM - 05:00PM CTJS - Learn to Skate (13-19yrs) - LTSY-FW 07:00PM - 08:00PM Shinny Hockey - Adult - SHA-FW	05:00PM - 07:00PM Hockey Practice 07:00PM - 08:00PM Learn to Skate - Adult - LTSA-FW 08:00PM - 09:00PM Shinny Hockey - Women (16+) - SHAW-FW	04:00PM - 05:00PM CTJS - Learn to Skate - LTS-FW 06:00PM - 07:00PM Public Skate All ages - PSAA, FW 07:00PM - 08:00PM Shinny Hockey - Kids & Teens		07:00PM - 09:00PM Rock N Skate (Public Skate - RNS- FW		
Carmacks Recreation Complex » Indoor Spaces » Rock Climbing Wall		06:00PM - 07:00PM Rock Climbing - Children - RCC-FW		06:00PM - 07:00PM Rock Climbing - Youth - RCY-FW			03:30PM - 06:00PM Rock Climbing - All Ages & Family - RCAAF-FW		

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		9	10	11	12	13	14
Carmacks Recreation Complex » Indoor Spaces » Gymnasium		07:00PM - 09:00PM Carmacks Spikerz - CSVB-FW	06:00PM - 07:30PM Laser Tag Battle Dome 07:30PM - 09:00PM Laser Tag Battle Dome	09:00AM - 05:00PM First Aid 07:00PM - 09:00PM Drop-in Basketball - DRPBSK-FW	09:00AM - 05:00PM First Aid 06:00PM - 08:00PM Pickleball - PB-FW		
Carmacks Recreation Complex » Indoor Spaces » General Meeting Room				05:30PM - 06:30PM Resilient Minds - RT-MS 07:00PM - 09:00PM Crafting		05:30PM - 06:30PM Resilient Minds - RT-MS	
Carmacks Recreation Complex » Indoor Spaces » Multi-Purpose Room			03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW 06:00PM - 07:00PM ART ATTACK - AA- FW	09:00AM - 09:00PM Curling	09:00AM - 09:00PM Curling
Carmacks Recreation Complex » Indoor Spaces » Ice Pad - Hockey			04:00PM - 05:00PM CTJS - Learn to Skate (13-19yrs) - LTSY-FW 07:00PM - 08:00PM Shinny Hockey - Adult - SHA-FW	05:00PM - 07:00PM Hockey Practice 07:00PM - 08:00PM Learn to Skate - Adult - LTSA-FW 08:00PM - 09:00PM Shinny Hockey - Women (16+) - SHAW-FW	04:00PM - 05:00PM CTJS - Learn to Skate - LTS-FW 06:00PM - 07:00PM Public Skate All ages - PSAA, FW 07:00PM - 08:00PM Shinny Hockey - Kids & Teens		
Carmacks Recreation Complex » Indoor Spaces » Ice Pad - Curling						06:00PM - 10:00PM Curling	09:00AM - 09:00PM Curling
Carmacks Recreation Complex » Indoor Spaces » Rock Climbing Wall		06:00PM - 07:00PM Rock Climbing - Children - RCC-FW		06:00PM - 07:00PM Rock Climbing - Youth - RCY-FW			03:30PM - 06:00PM Rock Climbing - All Ages & Family - RCAAF-FW

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	16	17	18	19	20	21	22
Carmacks Recreation Complex » Indoor Spaces » Gymnasium	01:00PM - 03:00PM Toddler Time (18mo-4yrs) - TDT- FW	05:00PM - 07:00PM Sushi night 07:00PM - 09:00PM Carmacks Spikerz - CSVB-FW	06:00PM - 07:30PM Laser Tag Battle Dome 07:30PM - 09:00PM Laser Tag Battle Dome	05:00PM - 08:00PM Public Meeting	06:00PM - 08:00PM Pickleball - PB-FW	10:00AM - 04:00PM Fitness Test	07:00PM - 09:00PM Adult - Laser Tag - ALST-FW
Carmacks Recreation Complex » Indoor Spaces » General Meeting Room				05:30PM - 06:30PM Resilient Minds - RT-MS 07:00PM - 09:00PM Crafting		05:30PM - 06:30PM Resilient Minds - RT-MS	
Carmacks Recreation Complex » Indoor Spaces » Kitchen		05:00PM - 07:00PM Sushi night					
Carmacks Recreation Complex » Indoor Spaces » Multi-Purpose Room		03:00PM - 05:00PM After-School Program - ASP-FW 05:00PM - 07:00PM Sushi night	03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW 06:00PM - 07:00PM ART ATTACK - AA- FW	03:00PM - 05:00PM After-School Program - ASP-FW 07:00PM - 09:00PM Teen Night - TN-FW	
Carmacks Recreation Complex » Indoor Spaces » Ice Pad - Hockey		04:00PM - 05:00PM CTJS - Learn to Skate - LTS-FW 05:00PM - 07:00PM Hockey Practice 07:00PM - 09:00PM Public Skate All ages - PSAA, FW	04:00PM - 05:00PM CTJS - Learn to Skate (13-19yrs) - LTSY-FW 07:00PM - 08:00PM Shinny Hockey - Adult - SHA-FW	05:00PM - 07:00PM Hockey Practice 07:00PM - 08:00PM Learn to Skate - Adult - LTSA-FW 08:00PM - 09:00PM Shinny Hockey - Women (16+) - SHAW-FW	04:00PM - 05:00PM CTJS - Learn to Skate - LTS-FW 06:00PM - 07:00PM Public Skate All ages - PSAA, FW 07:00PM - 08:00PM Shinny Hockey - Kids & Teens	04:00PM - 05:00PM CTJS - Learn to Skate (13-19yrs) - LTSY-FW 05:00PM - 07:00PM Hockey Practice 07:00PM - 08:00PM Shinny Hockey - Adult - SHA-FW	07:00PM - 09:00PM Rock N Skate (Public Skate - RNS- FW
Carmacks Recreation Complex » Indoor Spaces » Ice Pad - Curling	09:00AM - 03:00PM Curling						
Carmacks Recreation Complex » Indoor Spaces » Rock Climbing Wall		06:00PM - 07:00PM Rock Climbing - Children - RCC-FW		06:00PM - 07:00PM Rock Climbing - Youth - RCY-FW			03:30PM - 06:00PM Rock Climbing - All Ages & Family - RCAAF-FW

Week of: April 23, 2023

Prev Week

Next Week

Save Report

Back

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	23	24	25	26	27	28	29
Carmacks Recreation Complex » Indoor Spaces » Gymnasium	12:00PM - 03:00PM Birthday Party	12:00PM - 09:00PM Funeral	06:00PM - 07:30PM Laser Tag Battle Dome 07:30PM - 09:00PM Laser Tag Battle Dome	07:00PM - 09:00PM Drop-in Basketball - DRPBSK-FW	06:00PM - 08:00PM Pickleball - PB-FW		02:30PM - 05:30PM Birthday Party 07:00PM - 09:00PM Adult - Laser Tag - ALST-FW
Carmacks Recreation Complex » Indoor Spaces » General Meeting Room			09:00AM - 04:30PM Meetings	09:00AM - 05:00PM Meetings 05:30PM - 06:30PM Resilient Minds - RT-MS	09:00AM - 05:00PM Meetings 06:00PM - 08:00PM New Minerals Legislation Public House	05:30PM - 06:30PM Resilient Minds - RT-MS	
Carmacks Recreation Complex » Indoor Spaces » Kitchen		12:00PM - 09:00PM Funeral	09:00AM - 05:00PM Meetings	09:00AM - 05:00PM Meetings			
Carmacks Recreation Complex » Indoor Spaces » Multi-Purpose Room		03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW 06:00PM - 07:00PM ART ATTACK - AA- FW	03:00PM - 05:00PM After-School Program - ASP-FW 07:00PM - 09:00PM Teen Night - TN-FW	
Carmacks Recreation Complex » Indoor Spaces » Ice Pad - Hockey	01:00PM - 02:00PM Learn to Skate - Adult (Weekend) - L TSA_WK-FW	04:00PM - 05:00PM CTJS - Learn to Skate - LTS-FW 05:00PM - 07:00PM Hockey Practice 07:00PM - 09:00PM Public Skate All ages - PSAA, FW	04:00PM - 05:00PM CTJS - Learn to Skate (13-19yrs) - LTSY-FW 07:00PM - 08:00PM Shinny Hockey - Adult - SHA-FW	05:00PM - 07:00PM Hockey Practice 07:00PM - 08:00PM Learn to Skate - Adult - L TSA-FW 08:00PM - 09:00PM Shinny Hockey - Women (16+) - SHAW-FW	04:00PM - 05:00PM CTJS - Learn to Skate - LTS-FW 06:00PM - 07:00PM Public Skate All ages - PSAA, FW 07:00PM - 08:00PM Shinny Hockey - Kids & Teens	04:00PM - 05:00PM CTJS - Learn to Skate (13-19yrs) - LTSY-FW 05:00PM - 07:00PM Hockey Practice 07:00PM - 08:00PM Shinny Hockey - Adult - SHA-FW	07:00PM - 09:00PM Rock N Skate (Public Skate - RNS- FW
Carmacks Recreation Complex » Indoor Spaces » Rock Climbing Wall		06:00PM - 07:00PM Rock Climbing - Children - RCC-FW		06:00PM - 07:00PM Rock Climbing - Youth - RCY-FW			03:30PM - 06:00PM Rock Climbing - All Ages & Family - RCAAF-FW

Week of: April 30, 2023

Prev Week

Next Week

Save Report

Back

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
	30	1	2	3	4	5	6
Carmacks Recreation Complex » Indoor Spaces » Gymnasium	01:00PM - 03:00PM Toddler Time (18mo-4yrs) - TDT-FW	07:00PM - 09:00PM Carmacks Spikerz - CSVB-FW	06:00PM - 07:30PM Laser Tag Battle Dome 07:30PM - 09:00PM Laser Tag Battle Dome	07:00PM - 09:00PM Drop-in Basketball - DRPBSK-FW	06:00PM - 08:00PM Pickleball - PB-FW		07:00PM - 09:00PM Adult - Laser Tag - ALST-FW
Carmacks Recreation Complex » Indoor Spaces » General Meeting Room				05:30PM - 06:30PM Resilient Minds - RT-MS		05:30PM - 06:30PM Resilient Minds - RT-MS	
Carmacks Recreation Complex » Indoor Spaces » Multi-Purpose Room		03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW	03:00PM - 05:00PM After-School Program - ASP-FW 06:00PM - 07:00PM ART ATTACK - AA- FW	03:00PM - 05:00PM After-School Program - ASP-FW 07:00PM - 09:00PM Teen Night - TN-FW	
Carmacks Recreation Complex » Indoor Spaces » Ice Pad - Hockey	01:00PM - 02:00PM Learn to Skate - Adult (Weekend) - LTSA_WK-FW	04:00PM - 05:00PM CTJS - Learn to Skate - LTS-FW 05:00PM - 07:00PM Hockey Practice 07:00PM - 09:00PM Public Skate All ages - PSAA, FW	04:00PM - 05:00PM CTJS - Learn to Skate (13-19yrs) - LTSY-FW 05:00PM - 07:00PM Public Skate All ages - PSAA, FW 07:00PM - 08:00PM Shinny Hockey - Adult - SHA-FW	05:00PM - 07:00PM Hockey Practice 07:00PM - 08:00PM Learn to Skate - Adult - LTSA-FW 08:00PM - 09:00PM Shinny Hockey - Women (16+) - SHAW-FW	04:00PM - 05:00PM CTJS - Learn to Skate - LTS-FW 06:00PM - 07:00PM Public Skate All ages - PSAA, FW 07:00PM - 08:00PM Shinny Hockey - Kids & Teens	04:00PM - 05:00PM CTJS - Learn to Skate (13-19yrs) - LTSY-FW 05:00PM - 07:00PM Hockey Practice 07:00PM - 08:00PM Shinny Hockey - Adult - SHA-FW	03:00PM - 04:00PM Birthday Party 07:00PM - 09:00PM Rock N Skate (Public Skate - RNS- FW
Carmacks Recreation Complex » Indoor Spaces » Arena Lobby							03:00PM - 06:00PM Birthday Party
Carmacks Recreation Complex » Indoor Spaces » Rock Climbing Wall		06:00PM - 07:00PM Rock Climbing - Children - RCC-FW		06:00PM - 07:00PM Rock Climbing - Youth - RCY-FW			03:30PM - 06:00PM Rock Climbing - All Ages & Family - RCAAF-FW

Facility Usage By Organization

Organization: Carmacks Minor Hockey Association
 April 1, 2023 To April 26, 2023

[Save Report](#)

[Back](#)

Facility	Hours	Amount	GST	Tax2	Tax3	Total
Carmacks Recreation Complex - Indoor Spaces - Ice Pad - Hockey	34.00	\$3,835.00	\$191.75	\$0.00	\$0.00	\$4,026.75
Total	34.00	\$3,835.00	\$191.75	\$0.00	\$0.00	\$4,026.75

Organization: General
 April 1, 2023 To April 26, 2023

[Top](#) | [Btm](#)

Facility	Hours	Amount	GST	Tax2	Tax3	Total
Carmacks Recreation Complex - Indoor Spaces - Gymnasium	21.00	\$730.00	\$24.50	\$0.00	\$0.00	\$754.50
Carmacks Recreation Complex - Indoor Spaces - General Meeting Room	26.50	\$465.00	\$23.25	\$0.00	\$0.00	\$488.25
Carmacks Recreation Complex - Indoor Spaces - Kitchen	25.00	\$560.00	\$28.00	\$0.00	\$0.00	\$588.00
Carmacks Recreation Complex - Indoor Spaces - Multi-Purpose Room	24.00	\$88.50	\$4.43	\$0.00	\$0.00	\$92.93
Carmacks Recreation Complex - Indoor Spaces - Ice Pad - Curling	22.00	\$1,340.00	\$67.00	\$0.00	\$0.00	\$1,407.00
Total	118.50	\$3,183.50	\$147.18	\$0.00	\$0.00	\$3,330.68

Organization: VOC - Recreation
 April 1, 2023 To April 26, 2023

[Top](#) | [Btm](#)

Facility	Hours	Amount	GST	Tax2	Tax3	Total
Carmacks Recreation Complex - Indoor Spaces - Gymnasium	40.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Carmacks Recreation Complex - Indoor Spaces - General Meeting Room	4.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Carmacks Recreation Complex - Indoor Spaces - Multi-Purpose Room	35.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Carmacks Recreation Complex - Indoor Spaces - Ice Pad - Hockey	39.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Carmacks Recreation Complex - Indoor Spaces - Rock Climbing Wall	18.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	136.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Organization: YTG - Family Resource
 April 1, 2023 To April 26, 2023

[Top](#) | [Btm](#)

Facility	Hours	Amount	GST	Tax2	Tax3	Total
Carmacks Recreation Complex - Indoor Spaces - Gymnasium	2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Carmacks Recreation Complex - Indoor Spaces - Kitchen	2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Carmacks Recreation Complex - Indoor Spaces - Multi-Purpose Room	2.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	6.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Organization: Yukon U
 April 1, 2023 To April 26, 2023

[Top](#) | [Btm](#)

Facility	Hours	Amount	GST	Tax2	Tax3	Total
Carmacks Recreation Complex - Indoor Spaces - Gymnasium	16.00	\$500.00	\$25.00	\$0.00	\$0.00	\$525.00
Total	16.00	\$500.00	\$25.00	\$0.00	\$0.00	\$525.00

Report Total 310.50 \$7,518.50 \$363.93 \$0.00 \$0.00 \$7,882.43

Facility Usage by Location Summary Report

All Facilities

Carmacks Recreation Complex

April 1, 2023 To April 26, 2023

 Save Report

Back

Facility	Hours	Participants	Amount	GST	Tax2	Tax3	Total
Indoor Spaces - Gymnasium	79.00	0	\$1,230.00	\$49.50	\$0.00	\$0.00	\$1,279.50
Indoor Spaces - General Meeting Room	30.50	0	\$465.00	\$23.25	\$0.00	\$0.00	\$488.25
Indoor Spaces - Kitchen	27.00	0	\$560.00	\$28.00	\$0.00	\$0.00	\$588.00
Indoor Spaces - Multi-Purpose Room	61.00	0	\$88.50	\$4.43	\$0.00	\$0.00	\$92.93
Indoor Spaces - Ice Pad - Hockey	73.00	0	\$3,835.00	\$191.75	\$0.00	\$0.00	\$4,026.75
Indoor Spaces - Ice Pad - Curling	22.00	0	\$1,340.00	\$67.00	\$0.00	\$0.00	\$1,407.00
Indoor Spaces - Rock Climbing Wall	18.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	310.50	0	\$7,518.50	\$363.93	\$0.00	\$0.00	\$7,882.43
Report Total	310.50	0	\$7,518.50	\$363.93	\$0.00	\$0.00	\$7,882.43

Course Rate Summary Report

Course Rate Summary Report 22/23 Fall/Winter - All Courses

[Save Report](#)

[Back](#)

Recreation Programs - Adult Programs (19+)

Course Name / Code	Rate Name	Rate Option	Discount %	Rate Amount	Quantity	Total
Rock N Skate (Public Skate) RNS-FW	Adult Rate (Unassigned)	Per Session	0.00	\$5.71 G	1	\$5.71
Rock N Skate (Public Skate) RNS-FW	Youth/Child Rate (Unassigned)	Per Session	0.00	\$4.76 G	1	\$4.76
Shinny Hockey - Men Adult SHA-FW	Drop-in Rate (Course Session)	Per Session	0.00	\$9.52 G	1	\$9.52
Shinny Hockey - Women (16+) SHAW-FW	Drop-in Rate (Course Session)	Per Session	0.00	\$5.71 G	6	\$34.26
Subtotal						\$54.25

Recreation Programs - Children's Programs (5-12yrs)

[Top](#) | [Btm](#)

Course Name / Code	Rate Name	Rate Option	Discount %	Rate Amount	Quantity	Total
Child - Laser Tag Battle Dome FW-LTBD	Standard Rate	Per Course	0.00	\$9.52 G	24	\$228.48
CTJS - Learn to Skate (5-12yrs) LTS-FW	Standard Rate	Per Course	0.00	\$38.10 G	1	\$38.10
March Break Camp (13-17th) MBC-FW	Kids Rate	Per Course	0.00	\$19.05 G	12	\$228.60
Subtotal						\$495.18

Recreation Programs - Youth Programs (13-19yrs)

[Top](#) | [Btm](#)

Course Name / Code	Rate Name	Rate Option	Discount %	Rate Amount	Quantity	Total
It Ain't Over - Fitness RT-MS	Free Rate (Course Session)	Per Course	0.00	\$0.00 G	177	\$0.00
Public Skate - All Ages PSAA, FW	Adult rate (Course Session)	Per Session	0.00	\$5.71 G	6	\$34.26
Public Skate - All Ages PSAA, FW	Sr & Youth Rate (Course Session)	Per Session	0.00	\$3.81 G	8	\$30.48
Youth - Laser Tag Battle Dome FW-LTBD-Y	Standard Rate	Per Course	0.00	\$9.52 G	8	\$76.16
Subtotal						\$140.90

Grand Total \$690.33

Transactions

Transaction Activity Report

All Users

April 1, 2023 To April 26, 2023

Payments

# of Transactions	Payment Type		Total
38	Cash		\$3,105.25
4	Cheque		\$1,816.10
29	Debit Card	+	\$1,237.00
1	Purchase Orders		\$240.00
5	Visa	+	\$118.00
0	Mastercard		\$0.00
77		Total	\$6,516.35

Refunds

# of Transactions	Payment Type		Total
0	Cash		\$0.00
0	Cheque		\$0.00
0	Debit Card		\$0.00
0	Purchase Orders		\$0.00
0	Visa		\$0.00
0	Mastercard		\$0.00
0		Total	\$0.00

Voids

# of Transactions	Payment Type		Total
1	Cash		(\$262.50)
0	Cheque		\$0.00
2	Debit Card	+	(\$78.00)
0	Purchase Orders		\$0.00
0	Visa		\$0.00
0	Mastercard		\$0.00
3		Total	(\$340.50)

Net Total

Net Total \$6,175.85

Sales Report

Concession - All POS Item Skus

Concession - Beverages								Save Report Back	
April 1, 2023 To April 26, 2023									
SKU	POS Item Name	Vendor	Regular Price	Sale Price	Discount	Price	Quantity	Total	
00040	Gatorade	General	\$2.86	\$2.86		\$2.86	72	\$205.92 G	
0000009	POP	General	\$1.90			\$1.90	147	\$279.30 G	
06717401	Water	General	\$1.90			\$1.90	43	\$81.70 G	
Subtotal								\$566.92	
Concession - Food								Top Btm	
April 1, 2023 To April 26, 2023									
SKU	POS Item Name	Vendor	Regular Price	Sale Price	Discount	Price	Quantity	Total	
000919	Chips	General	\$0.95			\$0.95	1	\$0.95 G	
Subtotal								\$0.95	
Grand Total								\$567.87	

Equipment - Equipment								Save Report Back	
April 1, 2023 To April 26, 2023									
SKU	POS Item Name	Vendor	Regular Price	Sale Price	Discount	Price	Quantity	Total	
12500	Adult Skate Drop IN	General	\$5.71			\$5.71	5	\$28.55 G	
45800	Both Helmet & Skates	General	\$4.76			\$4.76	5	\$23.80 G	
80008	Helmet	General	\$2.38			\$2.38	3	\$7.14 G	
7007	Skates	General	\$2.38			\$2.38	1	\$2.38 G	
15009	Youth Skate Drop In	General	\$3.81			\$3.81	14	\$53.34 G	
Subtotal								\$115.21	
Grand Total								\$115.21	

ARENA report

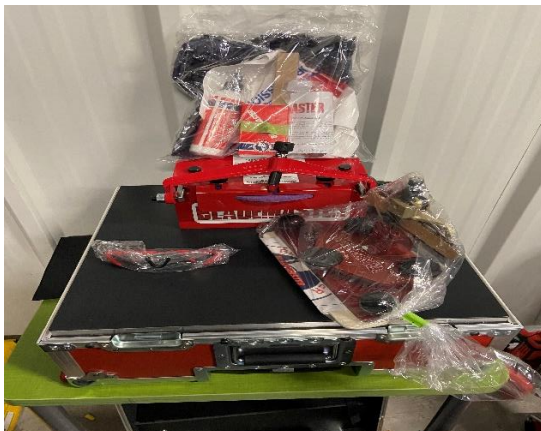
The arena has been operating well with little problems. We had a leak by the feature wall that was caused from snow melt on the roof the drain for that roof drain was frozen underground and we have fixed this problem with the help of LSCFN.

We have only one arena attendant still working. We have posted the second part time attendant job waiting to see if we get any applicants that will fit.

With spring setting in I have seen a few spots where water leaks in from the roof and effects the ice slab will be looking into getting that repaired.

The learn to skate program for kids is picking up.

We are seeing more minor hockey rentals for the minor's to learn how to play hockey. We have installed the curling lines and already had a bonspiel with a pretty good turn out. The curling society had 14 teams registered and played the weekend of April 14 through April 16. We only have 2 curling lanes for this year but aiming for 3 for next year.




The skate sharpener has arrived need to do training so we can utilize this piece of equipment.

Facility Summary Report

Carmacks Recreation Complex - Indoor Spaces - Ice Pad - Hockey - Combined Date View

Saturday April 1, 2023

April 1, 2023 to April 26, 2023 - All Day

 Save Report

 Back

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
09:00AM - 09:00PM	98	Ice Pad - Hockey	Minor Hockey Association Carmacks	Hockey

Sunday April 2, 2023

April 1, 2023 to April 26, 2023 - All Day

 Top |  Btm

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
09:00AM - 03:00PM	98	Ice Pad - Hockey	Minor Hockey Association Carmacks	Hockey

Monday April 3, 2023

April 1, 2023 to April 26, 2023 - All Day

 Top |  Btm

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	9	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate - LTS-FW
05:00PM - 07:00PM	97	Ice Pad - Hockey	Minor Hockey Association Carmacks	Hockey Practice

Tuesday April 4, 2023

April 1, 2023 to April 26, 2023 - All Day

 Top |  Btm

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	17	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate (13-19yrs) - LTSY-FW
07:00PM - 08:00PM	19	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Adult - SHA-FW

Wednesday April 5, 2023

April 1, 2023 to April 26, 2023 - All Day

 Top |  Btm

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
05:00PM - 07:00PM	97	Ice Pad - Hockey	Minor Hockey Association Carmacks	Hockey Practice
07:00PM - 08:00PM	18	Ice Pad - Hockey	VOC Recreation Bookings	Learn to Skate - Adult - LTSA-FW
08:00PM - 09:00PM	81	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Women (16+) - SHAW-FW

Thursday April 6, 2023

April 1, 2023 to April 26, 2023 - All Day

 Top |  Btm

Carmacks Recreation Complex - Indoor Spaces

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	9	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate - LTS-FW
06:00PM - 07:00PM	75	Ice Pad - Hockey	VOC Recreation Bookings	Public Skate All ages - PSAA, FW
07:00PM - 08:00PM	82	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Kids & Teens

Saturday April 8, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)**Carmacks Recreation Complex - Indoor Spaces**

Time	Invoice #	Facility	Client	Event
07:00PM - 09:00PM	39	Ice Pad - Hockey	VOC Recreation Bookings	Rock N Skate (Public Skate - RNS-FW)

Tuesday April 11, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)**Carmacks Recreation Complex - Indoor Spaces**

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	17	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate (13-19yrs) - LTSY-FW
07:00PM - 08:00PM	19	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Adult - SHA-FW

Wednesday April 12, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)**Carmacks Recreation Complex - Indoor Spaces**

Time	Invoice #	Facility	Client	Event
05:00PM - 07:00PM	97	Ice Pad - Hockey	Minor Hockey Association Carmacks	Hockey Practice
07:00PM - 08:00PM	18	Ice Pad - Hockey	VOC Recreation Bookings	Learn to Skate - Adult - LTSA-FW
08:00PM - 09:00PM	81	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Women (16+) - SHAW-FW

Thursday April 13, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)**Carmacks Recreation Complex - Indoor Spaces**

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	9	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate - LTS-FW
06:00PM - 07:00PM	75	Ice Pad - Hockey	VOC Recreation Bookings	Public Skate All ages - PSAA, FW
07:00PM - 08:00PM	82	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Kids & Teens

Monday April 17, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)

Tuesday April 18, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)**Carmacks Recreation Complex - Indoor Spaces**

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	17	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate (13-19yrs) - LTSY-FW
07:00PM - 08:00PM	19	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Adult - SHA-FW

Wednesday April 19, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)**Carmacks Recreation Complex - Indoor Spaces**

Time	Invoice #	Facility	Client	Event
05:00PM - 07:00PM	97	Ice Pad - Hockey	Minor Hockey Association Carmacks	Hockey Practice
07:00PM - 08:00PM	18	Ice Pad - Hockey	VOC Recreation Bookings	Learn to Skate - Adult - LTSA-FW
08:00PM - 09:00PM	81	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Women (16+) - SHAW-FW

Thursday April 20, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)**Carmacks Recreation Complex - Indoor Spaces**

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	9	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate - LTS-FW
06:00PM - 07:00PM	75	Ice Pad - Hockey	VOC Recreation Bookings	Public Skate All ages - PSAA, FW
07:00PM - 08:00PM	82	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Kids & Teens

Friday April 21, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)**Carmacks Recreation Complex - Indoor Spaces**

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	17	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate (13-19yrs) - LTSY-FW
05:00PM - 07:00PM	97	Ice Pad - Hockey	Minor Hockey Association Carmacks	Hockey Practice
07:00PM - 08:00PM	19	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Adult - SHA-FW

Saturday April 22, 2023

April 1, 2023 to April 26, 2023 - All Day

[↑ Top](#) | [↓ Btm](#)**Carmacks Recreation Complex - Indoor Spaces**

Time	Invoice #	Facility	Client	Event
07:00PM - 09:00PM	39	Ice Pad - Hockey	VOC Recreation Bookings	Rock N Skate (Public Skate - RNS-FW)

Sunday April 23, 2023

Saturday April 22, 2023

[↑ Top](#) | [↓ Btm](#)

April 1, 2023 to April 26, 2023 - All Day

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
07:00PM - 09:00PM	39	Ice Pad - Hockey	VOC Recreation Bookings	Rock N Skate (Public Skate - RNS-FW

Sunday April 23, 2023

[↑ Top](#) | [↓ Btm](#)

April 1, 2023 to April 26, 2023 - All Day

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
01:00PM - 02:00PM	37	Ice Pad - Hockey	VOC Recreation Bookings	Learn to Skate - Adult (Weekend) - LTSA_WK-FW

Monday April 24, 2023

[↑ Top](#) | [↓ Btm](#)

April 1, 2023 to April 26, 2023 - All Day

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	9	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate - LTS-FW
05:00PM - 07:00PM	97	Ice Pad - Hockey	Minor Hockey Association Carmacks	Hockey Practice
07:00PM - 09:00PM	75	Ice Pad - Hockey	VOC Recreation Bookings	Public Skate All ages - PSAA, FW

Tuesday April 25, 2023

[↑ Top](#) | [↓ Btm](#)

April 1, 2023 to April 26, 2023 - All Day

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
04:00PM - 05:00PM	17	Ice Pad - Hockey	VOC Recreation Bookings	CTJS - Learn to Skate (13-19yrs) - LTSY-FW
07:00PM - 08:00PM	19	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Adult - SHA-FW

Wednesday April 26, 2023

[↑ Top](#) | [↓ Btm](#)

April 1, 2023 to April 26, 2023 - All Day

Carmacks Recreation Complex - Indoor Spaces

Time	Invoice #	Facility	Client	Event
05:00PM - 07:00PM	97	Ice Pad - Hockey	Minor Hockey Association Carmacks	Hockey Practice
07:00PM - 08:00PM	18	Ice Pad - Hockey	VOC Recreation Bookings	Learn to Skate - Adult - LTSA-FW
08:00PM - 09:00PM	81	Ice Pad - Hockey	VOC Recreation Bookings	Shinny Hockey - Women (16+) - SHAW-FW

Tuesday April 4, 2023

April 1, 2023 To April 26, 2023

Save Report

Back

Rec Office Main Terminal - Equipment - Equipment

SKU	POS Item Name	Vendor	Regular Price	Sale Price	Discount	Price	Quantity	Total
+ 12500	Adult Skate Drop IN	General	\$5.71			\$5.71	3	\$17.13 G
Description: RED Wrist Bands only YELLOW if they need rentals								
+ 45800	Both Helmet & Skates	General	\$4.76			\$4.76	3	\$14.28 G
Description: Yellow wrist bands for DROP IN & SKATES/HELMET								
+ 80008	Helmet	General	\$2.38			\$2.38	1	\$2.38 G
Description: Just Skates								
+ 15009	Youth Skate Drop In	General	\$3.81			\$3.81	4	\$15.24 G
Description: Red Wrist Bands ONLY YELLOW if they need rentals								
Subtotal								\$49.03

Wednesday April 5, 2023

April 1, 2023 To April 26, 2023

Top | Btm

Rec Office Main Terminal - Equipment - Equipment

SKU	POS Item Name	Vendor	Regular Price	Sale Price	Discount	Price	Quantity	Total
+ 45800	Both Helmet & Skates	General	\$4.76			\$4.76	1	\$4.76 G
Description: Yellow wrist bands for DROP IN & SKATES/HELMET								
+ 80008	Helmet	General	\$2.38			\$2.38	1	\$2.38 G
Description: Just Skates								
Subtotal								\$7.14

Monday April 17, 2023

April 1, 2023 To April 26, 2023

Top | Btm

Rec Office Main Terminal - Equipment - Equipment

SKU	POS Item Name	Vendor	Regular Price	Sale Price	Discount	Price	Quantity	Total
+ 45800	Both Helmet & Skates	General	\$4.76			\$4.76	1	\$4.76 G
Description: Yellow wrist bands for DROP IN & SKATES/HELMET								
+ 80008	Helmet	General	\$2.38			\$2.38	1	\$2.38 G
Description: Just Skates								
+ 15009	Youth Skate Drop In	General	\$3.81			\$3.81	3	\$11.43 G
Description: Red Wrist Bands ONLY YELLOW if they need rentals								
Subtotal								\$18.57

Subtotal	\$18.57
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Thursday April 20, 2023

April 1, 2023 To April 26, 2023

[↑ Top](#) | [↓ Btm](#)

Rec Office Main Terminal - Equipment - Equipment

SKU	POS Item Name	Vendor	Regular Price	Sale Price	Discount	Price	Quantity	Total
+ 12500	Adult Skate Drop IN	General	\$5.71			\$5.71	2	\$11.42 G

Description: RED Wrist Bands only YELLOW if they need rentals

+ 7007	Skates	General	\$2.38			\$2.38	1	\$2.38 G
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Description: Just Skates

+ 15009	Youth Skate Drop In	General	\$3.81			\$3.81	3	\$11.43 G
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Subtotal	\$25.23
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Friday April 21, 2023

April 1, 2023 To April 26, 2023

[↑ Top](#) | [↓ Btm](#)

Rec Office Main Terminal - Equipment - Equipment

SKU	POS Item Name	Vendor	Regular Price	Sale Price	Discount	Price	Quantity	Total
+ 15009	Youth Skate Drop In	General	\$3.81			\$3.81	1	\$3.81 G

Subtotal	\$3.81
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Tuesday April 25, 2023

April 1, 2023 To April 26, 2023

[↑ Top](#) | [↓ Btm](#)

Rec Office Main Terminal - Equipment - Equipment

SKU	POS Item Name	Vendor	Regular Price	Sale Price	Discount	Price	Quantity	Total
+ 15009	Youth Skate Drop In	General	\$3.81			\$3.81	3	\$11.43 G

Description: Red Wrist Bands ONLY YELLOW if they need rentals

Subtotal	\$11.43
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Grand Total	\$115.21
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