



**Town of Faro
Regular Meeting Minutes
October 21, 2025, at 7:00 p.m.
Council Chambers**

PRESENT:

Mayor	Jack Bowers	CAO	Kimberly Ballance
Councillors	Gary Jones	Ops Manager	Mark Vainio
	Wendy Michell-Larocque	Executive Assistant/	Trudy Amos
	Michelle Vainio	Financial Assistant	
	Neil Yee		

Delegation: Jordan Stackhouse, Elevator Yukon & Special Permit Application – 513 Douglass Drive

Public Present: 16 Public on Zoom: 9

1. CALL TO ORDER

Mayor Bowers called the meeting to order at 7:02 p.m.

2. ADOPTION OF AGENDA

2.1 Council Meeting Agenda

Resolution 25-351

Jones Michell-Larocque

THAT the agenda for the October 21, 2025, Meeting of Council be adopted as presented.

Carried

3. DELEGATIONS

Resolution 25-352

Jones, Vainio

THAT Council do now move into Committee of the Whole for the Delegations.

Carried

3.1 Jordan Stackhouse, Elevator Yukon re: Housing Accelerator Fund (HAF): Housing Development Grant - New Development Stream

Jordan thanked Council for participating and was present to provide responses to Council. There are 5 initiatives under the HAF including 2 grant programs, the zoning bylaw update, servicing standards policy and a housing assessment report. There appear to be some cost savings in the proposed methodology for the servicing standards policy which is part of the recommended approach to shifting the funds associated with the program to fund all 6 of the applications for the Housing Development Grant.

3.2 Special Permit Application – 513 Douglass Drive

Council noted that the applicant, Leithe Minder, had advised Administration prior to the meeting that she would not be attending. Council welcomed members present to provide comments if they have not already.

One member of the public came forward and requested that Council not approve the application.

Resolution 25-353

Vainio, Yee

THAT Council do now revert into Regular Meeting of Council.

Carried

4. BUSINESS ARISING FROM DELEGATION

Resolution 25-354

Jones, Yee

WHEREAS Resolution No. 25-221, dated June 17, 2025, adopted the Town of Faro's Housing Development Grant Policy; and,

WHEREAS Council deems it to be in the best interest of the Town to modify the policy;

NOW THEREFORE BE IT RESOLVED THAT the Faro Housing Development Grant Policy is amended in accordance with the draft dated October 21, 2025; and,

FURTHER THAT Resolution No. 25-221 is hereby repealed.

Carried

Resolution 25-355

Michell-Larocque, Jones

THAT the Town of Faro approves the Application for a Special Permit for 12 dogs submitted by Leithe Minder, on September 22, 2025, for the property located at 513 Douglass Drive (Lot 318).

Defeated

Council requested that the CAO provide a timeline to the Applicant to allow her time to rehome the dogs prior to engaging in enforcement action.

5. ADOPTION OF MINUTES

5.1 Minutes of the October 04, 2025, Special Meeting of Council

Resolution 25-356

Jones, Michell-Larocque

THAT the minutes of the October 04, 2025, Special Meeting of Council be adopted as presented.

Carried

5.2 Minutes of the October 07, 2025, Regular Meeting of Council

Resolution 25-357

Michell-Larocque, Yee

THAT the minutes of the October 07, 2025, Regular Meeting of Council be adopted as presented.

Carried

6. BUSINESS ARISING FROM MINUTES

None.

7. FINANCIAL

7.1 Finance Report

Resolution 25-358

Michell-Larocque, Yee

THAT Council receive for information the Finance Officer's report, including the Payment Register Summary, and acknowledge the Cheque Register for the period October 02 to October 15, 2025.

AND THAT Council receive for information the Draft Budget Analysis report for the period of January to September 2025.

Carried

8. REPORTS

8.1 Mayor's Report

Mayor Bowers summarised his written report including the importance of Emergency Planning for households related to potential long-term power outages in the winter. Strategic Planning is underway and has had good opportunity for public, staff and council involvement.

One of the community's long-term nurses, Martha Cooper, will be retiring in the next month. While we wish her well, we will continue to lobby for ongoing medical practitioner coverage. Yukon Health has and will continue to hear from the Town, and hopefully from residents as well.

8.2 Council Reports

Councillor Jones had nothing to report.

Councillor Vainio gave a verbal report.

Everyone has participated in the Strategic planning, and it is going really well. She encouraged members of the public to attend the All-Candidates Night being held on Friday, October 24, from 4:30 - 6 p.m, followed by the community's Halloween Party from 6 - 8 p.m.

Councillor Michell-Larocque gave a verbal report and clarified that there will be two Doctors in the community in November and December. The Doctors are working hard on providing more coverage in Faro. It was a nice surprise to hear that there is going to be great coverage for the next two months.

Councillor Yee gave a verbal report.

Councillor Yee echoed the Mayor's comments about the importance of Emergency Preparedness. He noted that the Recreation Centre has a backup generator for this type of emergency.

Has acted as an Intervenor in the Yukon Energy Rate Increase hearings, although it remains very likely that rate increases will still happen.

Provided an update on the Yukon Energy Noise barrier, advising that there haven't been any changes to their current operating processes. They should be required to implement the barrier as its identified in the YESAB decision document.
Attended the Strategic Planning Open House.

8.3 Administration's Reports

8.3.1 Chief Administrative Officer

CAO Ballance summarised her written report.

The Zoning Bylaw Public Meeting date has been set for November 12th, 2025, with two sessions to accommodate the needs of the community.

The Council Strategic Planning Workshop will be set for November 1st, 2025, as a Special Meeting.

Requested and received input from Council on the structure of the question period for the All-Candidates Night.

8.3.2 Operations Manager

Acting Manager Vainio summarized his written Report and responded to questions by Council.

9. BYLAWS

10. UNFINISHED BUSINESS

10.1 Fees and Charges Bylaw – 2026 Updates to Schedule “A”

Council reviewed the proposed updates to the 2026 fees.

Council discussed the prior term of Council's direction on Tintina Subdivision waste collection services. Administration will request input from Tintina residents and bring information back to Council for consideration.

Resolution: 25-359

Michell-Larocque, Jones

THAT Council approves an update to the Fees and Charges Bylaw Schedule “A” in accordance with the version dated October 21, 2025; and

FURTHER THAT this Schedule will be effective January 1, 2026.

Carried

Mayor Bowers called for a recess at 8:18 p.m.

Mayor Bowers called the meeting back to order at 8:28 p.m.

10.2 Canada Poat Letter of Support – Draft

Resolution: 25-360

Jones, Michell-Larocque

THAT the Mayor is authorized and directed to execute the Letter to Minister Joel Lightbound re: Canada Post Services in Remote Communities, dated October 21, 2025, with the amendment to note the importance of mail for prescription deliveries to the community.

Carried

11. NEW BUSINESS

11.1 Canada Community Building Fund Amendment #1

Resolution: 25-361

Michell-Larocque, Yee

RESOLVED THAT the Mayor is hereby authorized and directed to execute the Canada Community-Building Fund Funding Agreement – Amendment # 1 between the Government of Yukon and the Town of Faro.

Carried

11.2 FireSmart Transfer Payment Agreement

Resolution: 25-362

Jones, Michell-Larocque

RESOLVED THAT the CAO is hereby authorized and directed to execute the FireSmart Transfer Payment Agreement (T00030621) between the Government of Yukon and the Town of Faro.

Carried

Administration advised that the agreement was executed in advance of this motion as it was due October 20, 2025, and while \$25,000 was requested in the application, the Town was approved for \$40,000.

11.3 Collective Agreement – Town of Faro and International Union of Operating Engineers Local 115.

Resolution 25-363

Jones, Michell-Larocque

THAT the Mayor and CAO are authorized and directed to execute the Collective Agreement between the International Union of Operating Engineers, Local 115 and the Town of Faro.

Carried

11.4 Draft Procurement Policy

Council discussed the draft as presented including the use of Electronic Funds Transfers, Administrative approval values, processes for sole sourcing and the process for accepting bids. A final version will be forthcoming for approval.

11.5 Proposed Expression of Interest for 2026-2028 Engineering Services

Council discussed the report as presented and concurred that it would be an efficient way for the Town to develop a relationship with a firm that best met the needs of the organization. A draft will be forthcoming for Council's consideration, along with a proposed vendor list.

11.6 CanNor 2026-2027 Expression of Interest

Council discussed a potentially eligible project which would include the removal of a portion of asbestos in part of the Solar Complex. This would create employment in the community and potentially prepare some of the space for commercial use. Alternatively, it would also be useful if the facility was demolished in the future, as the asbestos would require removal regardless of future plans. Additional information on this will be brought back to Council for consideration.

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

13. PUBLIC QUESTION PERIOD

Resolution 25-364

Jones, Michell-Larocque

THAT Council do now move into Committee of the Whole for public questions.

Carried

Council responded to questions from the gallery.

Resolution 25-365

Jones, Michell-Larocque

THAT Council do now revert into Regular Meeting of Council.

Carried

Resolution 25-366

Time: 9:12 p.m.

Jones, Michell-Larocque

THAT Council do now recess for five minutes and reconvene *in-camera*.

Carried

14. IN CAMERA

14.1 Employment Matter – in accordance with Municipal Act Section 213 (3)(c & d)
Re: Recruitment Update, Manager of Recreation and Culture

14.2 Personal Matter – in accordance with Municipal Act Section 213 (3)(c) Re:
Medical Transportation Request (Unit #2-11)

14.3 Property Sale Matter – in accordance with Municipal Act Section 213 (3)(e)
Re: Lot 19-1, 19-2, 19-3 (Ogilvie Cres)

Councillor Vainio left prior to the end of the In Camera Meeting

In camera discussion

Resolution 25-367

Michell-Larocque, Jones

THAT Council do now revert into Regular Meeting of Council.

Carried

Resolution 25-368

Yee, Michell-Larocque

THAT the Council authorize and direct the Mayor to execute the Transfer Agreement for Lot 19-1, 19-2, 19-3 (Ogilvie Cres).

Carried

Resolution 25-369

Michell-Larocque, Yee

THAT the Council authorize the CAO to make arrangements for the use of a municipal vehicle for a medical transportation request, with costs to be billed to the requester; and

FURTHER THAT the CAO be directed to draft a municipal vehicle use policy for consideration by Council.

Carried

15. ADJOURNMENT

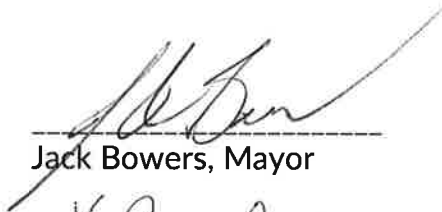
Resolution 25-370

Michell-Larocque, Yee

THAT the 21st day of October 2025, Regular Meeting of Council be adjourned at 9:55 p.m.

Carried

Approved at the Regular Meeting of
Council held on November 04, 2025, by
Resolution # 25-~~381~~



Jack Bowers, Mayor

Kimberly Ballance, CAO

