



Agenda
Town of Faro Regular Council Meeting
June 3, 2025, at 7:00 p.m.
Council Chambers

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
 - 2.1 Council Meeting Agenda
- 3. DELEGATIONS & HEARINGS**
 - 3.1 RCMP Report
- 4. BUSINESS ARISING FROM DELEGATIONS & HEARINGS**
- 5. ADOPTION OF MINUTES**
 - 5.1 Minutes of the May 6th, 2025 Regular Meeting of Council
 - 5.2 Minutes of the May 20th, 2025 Special Meeting of Council
 - 5.3 Minutes of the May 20th, 2025 Regular Meeting of Council
- 6. BUSINESS ARISING FROM MINUTES**
- 7. FINANCIAL**
 - 7.1 Finance Report
- 8. REPORTS**
 - 8.1 Mayor's Report
 - 8.2 Council Reports
 - 8.3 Administration's Reports
 - 8.3.1. Chief Administrative Officer
 - 8.3.2. Operations Manager
 - 8.3.3. Manager of Recreation and Culture
 - 8.4 Committee Meeting Minutes and Reports
 - 8.4.1. Joint Health and Safety Meeting Minutes – January 16, 2025
 - 8.4.2. Joint Health and Safety Meeting Minutes – March 20, 2025
 - 8.4.3. Joint Health and Safety Meeting Minutes – May 28, 2025
- 9. BYLAWS**
- 10. UNFINISHED BUSINESS**
- 11. NEW BUSINESS**
 - 11.1 Manager of Operations Appointment
 - 11.2 Bylaw 2022-01 Code of Conduct
- 12. CORRESPONDENCE FOR INFORMATION (OUT & IN)**
 - 12.1 Joint Health & Safety Committee Terms of Reference
 - 12.2 Elections Yukon Launch of Electoral Reform Information
- 13. PUBLIC QUESTION PERIOD**
- 14. IN-CAMERA**
 - 14.1 Acting CAO Appointment
- 15. ADJOURNMENT**

This is a **DRAFT** Document until approved by Council.



**Town of Faro
Regular Meeting Minutes
May 6, 2025, at 7:00 p.m.
Council Chambers**

PRESENT:

Mayor	Jack Bowers	A/CAO	Paul Medvid
Councillors	Gary Jones	GM, Finance	Lenka Kazda
	Michelle Vainio	Mgr. Rec & Culture	Tina Freake
	Wendy Michell-Laroque	Executive Assistant	Tracy Sawicki
	Neil Yee		

Delegation: Stephane Grenon, Effy Croft Memorial Ball Tournament

Public Present: 11

Public on Zoom: 0

1. CALL TO ORDER

Mayor Bowers called the meeting to order at 7:00 p.m.

2. ADOPTION OF AGENDA

Resolution 25-160

Jones, Michell-Laroque

THAT the agenda for May 6, 2025, Meeting of Council be adopted with addition of 12.1 Award
Nomination letter.

Carried

3. DELEGATION

Resolution 25-161

Vainio, Michell- Larocque

THAT Council do now move into Committee of the Whole to hear from the delegations.

Carried

Mr. Stephane Grenon answered questions regarding Effy Croft Memorial Tournament.

Resolution 25-162

Jones, Vainio

THAT Council do now move into Regular Meeting of Council.

Carried

4. BUSINESS ARISING FROM DELEGATION

4.1 Community Lotteries program – Effy Croft Memorial Softball Tournament

Resolution 25-163

Jones, Vainio

THAT Council approve the Community Lottery Program Application in the amount of \$1,750.00 for the Effy Croft Memorial Softball Tournament.

And that the fund will be released to the Effy Croft Memorial Softball Tournament upon submission of the final report and all receipts to the Town within 90 days from the date of the 2025 Tournament;

And That if the final report and all receipts are not received within 90 days the funds will be released and will become available for other groups to apply for. Carried

5. ADOPTION OF MINUTES

Resolution 25-164

Michell- Laroque, Jones

THAT The minutes of April 15, 2025, Regular Meeting of Council be adopted with amendment as discussed. Carried

Resolution 25-165

Jones, Michell- Laroque

THAT the minutes of April 17, 2025, Special Meeting of Council be adopted as presented. Carried

6. BUSINESS ARISING FROM MINUTES

Nothing Presented.

7. FINANCIAL

Resolution 25-166

Vainio, Michell- Laroque

THAT Council receives for information the Finance Officer's report, including the Payment Register Summary and acknowledges the Cheque Register for the period April 10-30, 2025 Carried

8. REPORTS

Mayor's Report

Mayor Bowers written report expressed concerns over the low numbers of volunteers for the Fire Dept. He would like to see more recruitment and is open to ideas that might help encourage new members to join.

Council Reports

Councillor Vainio attended the AYC meetings in Haines Junction; it was a great way to network and form relationships. She volunteered at the Crane & Sheep Festival; attendance was great and she heard many positive comments. She participated in interviews for the new CAO position and shared concerns over the Fingers Site & Sheep Shack being used as party places leaving dangerous debris and creating safety hazards.

Councillor Jones believes funding is available for a new ice plant for the arena and would like to see it for September 2026. He thanked everyone for the Crane & Sheep Festival. He heard great feedback from attendees and received inquiries about houses for sale in town.

Councillor Michelle-Laroque reported that she learned a lot at the AYC meetings and was inspired to bring what she learned to Faro. She noted the importance of building relationships and networking with other communities.

Councillor Yee stated he was prevented from attending the AYC meeting, CAO interviews, and the Minutes of May 6, 2025 Regular Meeting of Council

Crane & Sheep Festival. He also expressed concerns about the lack of a Communication Plan noting a recent notice from NWT about a temporary loss of service. He reiterated concerns about the Fire Dept not having enough members and the restrictions of a member may cause a negative outcome in the case of an emergency. He was happy a land acknowledgement was used by Councillor Vainio during Crane and Sheep festival and would like to see the development of an official TOF policy for it.

Administration's Reports

Chief Administrative Officer

Acting CAO Medvid gave a verbal report.

Operations Manager

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

General Manager of Recreation and Culture

Manager Freake summarized her written Report and responded to questions by Council.

9. BYLAWS

Nothing Presented.

10. UNFINISHED BUSINESS

Nothing Presented

11. NEW BUSINESS

11.1 Elevator Yukon Report – Regional Arts Centre

Updated version of Arts Centre Pre-Feasibility Study will be presented to Council next meeting.

11.2 Amend Schedule “C” – Bylaw 2018-07 Fire Department Bylaw

Resolution 25-167

THAT Council rescind bullet #3 from Schedule “C” of Bylaw 2018-07, A Bylaw to establish and operate the Faro Volunteer Fire Department.

Jones, Vainio

Carried

Councillor Yee abstained

11.3 Offer to Purchase Lot 204 – 563 Ladue Drive

Resolution 25-168

THAT Council accept the offer of \$17,117.88 (GST extra) for the sale of Lot 204, Plan 46672, Faro Yukon, otherwise known as 563 Ladue Drive, and authorize Administration to proceed with creating the property sale agreement with a five-year development requirement.

Michell- Laroque, Vainio

Carried

11.4 Offer to Purchase Lot 205 – 561 Ladue Drive

Resolution 25-169

THAT Council accept the offer of \$22,252.98 (GST extra) for the sale of Lot 205, Plan 46672, Faro Yukon, otherwise known as 561 Ladue Drive, and authorize Administration to proceed with creating the property sale agreement with a five-year development requirement.

Vainio, Jones

Carried

11.5 Casual (On-Call) Support

Resolution 25-170

THAT Council direct Mayor Jack Bowers to enter into negotiations with Larry Baran to provide short-term “Casual (On-Call) Support” to Council and Administration during the recruitment process for the new CAO.

Jones, Vainio

Carried

11.6 CCBF Application – Secondary Back-up server

Minutes of May 6, 2025 Regular Meeting of Council

Resolution 25-171

That Council approves the CCBF application for the Secondary Network Security Server.

Jones, Michell- Laroque

Defeated

11.7 Council discussed Arena Ice Plant for 2026

M. Bowers reported a new plant would be very costly, but TOF could do some groundwork to offset it. The Council would like to initiate the process once the new CAO begins.

11.8 CAO Salary Range

Resolution 25-172

Michell- Laroque, Jones

That Council approves increase in CAO's Salary Range from the current range of \$114,837 - \$144,200 to \$114,837 - \$155,000 as of June 1, 2025 and this change is to be reflected in the Management Remuneration Policy # 2019-01, Schedule A.

Carried

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

12. 1 Letter of Support for Award Nomination of CCBF Team was presented for information.

13. PUBLIC QUESTION PERIOD

Resolution 25-173

Jones, Michell- Laroque

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

Carried

Council responded to questions from the gallery.

Resolution 25-174

THAT Council do now revert into Regular Meeting of Council.

Jones, Michell-Larocque

Carried

14. IN CAMERA

Resolution 25-175

Michell-Larocque, Vainio

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

Carried

In camera discussion

Resolution 25-176

THAT Council do now revert into Regular Meeting of Council.

Jones, Vainio

Carried

Resolution 25-177

THAT Council extend the meeting by one hour.

Jones, Vainio

Carried

Resolution 25-178

THAT Council approved MacDonald family request to scatter their ashes on their daughter's grave in Faro cemetery.

Jones, Vainio

Carried

Resolution 25-179

THAT Council approve letter of offer to a potential CAO candidate.

Jones, Vainio

Carried

Resolution 25-180

THAT Council revert in-camera.

Jones, Vainio

Carried

Resolution 25-181

THAT Council revert to regular Council meeting.

Jones, Vainio

Carried

Resolution 25-182

Jones, Vainio

THAT Council mail letter to Canada Post and to be signed by each Council member if they so choose.

Carried

15. ADJOURNMENT

Resolution 25-183

Jones, Vainio

THAT the May 6, 2025, Regular Meeting of Council be adjourned at 10:06 p.m.

Carried

Jack Bowers, Mayor

A/ CAO



**Town of Faro
Special Meeting Minutes
May 20, 2025, at 6:00 p.m.
Council Chambers**

PRESENT:

Mayor	Jack Bowers	A/CAO	Tina Freake
Councillors	Gary Jones	GM, Finance	Lenka Kazda
	Michelle Vainio	Ops Manager	Paul Medvid
	Wendy Michell-Laroque	Mgr Rec & Culture	Tina Freake
	Neil Yee	Executive Assistant	Tracy Sawicki

Delegation: Metrix Group – 2024 Audit Report

Amanda Janssens, YG Community Services

Public Present: 7 Public on Zoom: 1

1. CALL TO ORDER

Mayor Bowers called the meeting to order at 6:00 p.m.

2. ADOPTION OF AGENDA

Resolution 25-184

Jones, Michell-Laroque

THAT the agenda for the May 20, 2025, Meeting of Council be adopted as presented.

Carried

3. DELEGATION

Resolution 25-185

Jones, Vainio

THAT Council do now move into Committee of the Whole to hear from the delegations.

Carried

S. Webber from Metrix Group went through the draft Audit report for 2024. He mentioned that it was well organized and meets all standards of compliance.

Resolution 25-186

Jones, Vainio

THAT Council do now move into Regular Meeting of Council.

Carried

4. BUSINESS ARISING FROM DELEGATION

Resolution 25-187

Michell-Laroque, Vainio

THAT Council do now accept the Draft 2024 Financial Statements.

Carried

15. ADJOURNMENT

Resolution 25-188

Jones, Vainio

THAT the May 20, 2025, Special Meeting of Council be adjourned at 6:37 p.m.

Carried

Approved at the Special Meeting of
Council held on _____ by
Resolution # 24-_____

Jack Bowers, Mayor

Tina Freake, A/CAO



**Town of Faro
Regular Meeting Minutes
May 20, 2025, at 7:00 p.m.
Council Chambers**

PRESENT:

Mayor	Jack Bowers	A/Chief Adm Officer	Tina Freake
Councillors	Gary Jones	GM, Finance	Lenka Kazda
	Michelle Vainio	Ops Manager	Paul Medvid
	Wendy Michell-Larocque	Mgr Rec & Culture	Tina Freake
	Neil Yee	Executive Assistant	Tracy Sawicki

Amanda Janssens, YG Community Services

Public Present: 7

Public on Zoom: 1

1. CALL TO ORDER

Mayor Bowers called the meeting to order at 7:00 p.m.

2. ADOPTION OF AGENDA

Resolution 25-189

Jones, Michell-Laroque

THAT the agenda for the May 20, 2025, Meeting of Council be adopted as presented. Carried

3. ADOPTION OF MINUTES

The minutes of the May 6, 2025, Regular Meeting of Council were tabled to the June 3, 2025 Regular Meeting.

4. BUSINESS ARISING FROM MINUTES

Nothing Presented.

7. FINANCIAL

Resolution 25-190

Vainio, Michell-Laroque

THAT Council receive for information the Finance Officer's report, including the Payment Register Summary and acknowledge the Cheque Register for the period May 1 - 14, 2025 **AND THAT** Council receive for information the Draft Budget Analysis report for the period of January to April 2025.

Carried

8. REPORTS

Mayor's Report

Mayor Bowers' verbal report included Council has hired a new CAO, Kimberly Ballance; she will begin work in August 2025. He met with YG Infrastructure Branch in regard to their outstanding deficiencies which TOF has covered some of the costs and is working with them to recover. He is still waiting for a meeting with the Minister to discuss further.

Council Reports

Councillor Vainio reminded everyone of the Spring Clean up day on May 24, 2025, and encourages everyone to come out and help.

Councillor Jones
Nothing to report.

Councillor Michell-Laroque
Nothing to report.

Councillor Yee gave a verbal report and stated his belief that the ARAS report is not realistic and pointed out the growth of the town is not accurate.

Administration's Reports

Chief Administrative Officer

A/CAO Freake summarized her written report and responded to questions by Council.

Operations Manager

Manager Medvid summarized his written report and responded to questions by Council.

General Manager of Recreation and Culture

Manager Freake summarized her written report and responded to questions by Council.

9. BYLAWS

Nothing Presented.

10. UNFINISHED BUSINESS

10.1 Elevator Yukon Report

The Arts Centre Pre-Feasibility Study will be tabled until the new CAO starts and can provide input.

Resolution 25-191

THAT Council approve the 2025 Audit quote as presented.

Jones, Vainio

Carried

11. NEW BUSINESS

11.1 Policy 2025-001 - Parking

The policy was provided for information only and will be presented once the new CAO starts and can provide input.

11.2 Policy 2025-002 - Lunchroom

The policy was provided for information only and will be presented once the new CAO starts and can provide input.

11.3 Town of Faro Organization Chart

The chart was provided for information only and will be presented once the new CAO starts and can provide input.

11.4 Interim CAO Appointment

Resolution 25-192

THAT Council appoint Jack Bowers as Acting CAO as of May 21, 2025.

Jones, Michell-Laroque

Carried

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

Nothing Presented.

13. PUBLIC QUESTION PERIOD

Resolution 25-193

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

Vainio, Michell-Laroque

Carried

Council responded to questions from the gallery.

Resolution 25-194

THAT Council do now revert into Regular Meeting of Council.

Jones, Vainio
Carried

14. IN CAMERA

Resolution 25-195

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

Jones, Vainio
Carried

In camera discussion

Resolution 25-196

THAT Council do now revert into Regular Meeting of Council.

Jones, Vainio
Carried

Resolution 23-197

THAT Council do amend, as discussed, the contract for the new CAO.

Michell-Laroque, Yee
Carried

15. ADJOURNMENT

Resolution 25-198

THAT the May 20, 2025, Regular Meeting of Council be adjourned at 8:25 p.m.

Jones, Vainio
Carried

Approved at the Regular Meeting of
Council held on _____ by
Resolution # 25-____

Jack Bowers, Mayor

Tina Freake, A/CAO



**TOWN OF FARO
MEMORANDUM**

To: Mayor & Council, CAO
Date: June 3, 2025
From: Finance Clerk
Re: Report to Council Meeting June 3, 2025

Payroll:

05/28/2025	Town Employees	\$ 38,368.50	May 12 - May 25, 2025 Pay Period
05/28/2025	Firefighters Honoraria	\$ 736.93	May 1 - 31, 2025 Pay Period

Payment Register Summary May 15 -28, 2025

Administration	5098.40
Environmental Services	10731.00
Professional Fees & Remittance	42651.88
PW and Gardening	8511.73
Recreation and CRIC	3741.99
Utilities	4503.22
Total	75,238.22

Resolution: 25-__

THAT Council receive for information the Finance Clerk's report, including the Payment Register Summary and acknowledge the Cheque Register for the period May 15 - 28, 2025.

Moved: _____

Seconded: _____

Any discussion?

All in Favour?

Carried/Defeated

CAOs Administration Calendar *(incl Mayor & Council meeting dates & times)*

- May 30 Meeting w CIRNAC re Faro Mine Remediation at 9:00 am
- Jun 03 AYC Executive – Site Visit to Faro
- Jun 03 Regular Council Meeting
- Jun 07 Local's Fun Golf Tournament
- Jun 10-12 Faro Mine Remediation Project Regulatory Working Group
(Effluent Quality Standards and the Remediation Plan Design)
- Jun 17 Regular Council Meeting
- Jun 19 Joint Health & Safety Committee Meeting
- Jun 21 National Indigenous Peoples Day (Saturday)
- Jun 23 In Lieu of National Indigenous Peoples Day - Office Closed
- Jun 25 Circuit Court in Faro
- Jul 01 Canada Day - Office Closed
- Jul 08 Regular Council Meeting
- Jul 17-19 Faro Golf Club Annual Tournament
- Jul 22 Regular Council Meeting
- Aug 12 Regular Council Meeting
- Aug 18 Discovery Day - Office Closed
- Aug 20 Circuit Court in Faro
- Sep 01 Labour Day - Office Closed
- Sep 02 Regular Council Meeting
- Sep 16 Regular Council Meeting
- Sep 30 National Day for Truth and Reconciliation - Office Closed
- Oct 07 Regular Council Meeting
- Oct 13 Thanksgiving Day - Office Closed
- Oct 15 Circuit Court in Faro
- Oct 21 Regular Council Meeting
- Nov 04 Regular Council Meeting
- Nov 11 Remembrance Day - Office Closed
- Nov 18 Regular Council Meeting
- Dec 02 Regular Council Meeting
- Dec 16 Regular Council Meeting
- Dec 25 Christmas Day - Office Closed
- Dec 26 Boxing Day - Office Closed



Town of Faro Memorandum

To: Mayor & Council
Date: Tuesday, June 3, 2025
From: Tina Freake, Manager of Recreation and Culture
Re: Recreation & Culture Services Report

Town of Faro Clean Up Day: Community members expressed that a weekend session would work better for them to assist with the Town Clean-up Day. We held a second session on Saturday, May 24th and had a good turn-out. We had enough supplies to host another bbq to show our appreciation to everyone who helped. The majority of town was cleaned up, including other sites such as the Fingers Site, Arboretum and Sheep Viewing Cabin.

Tennis Yukon: Tennis Yukon attended Faro from Thursday, May 29th until Saturday, May 31st to offer a variety of sessions on skills and techniques. On Thursday the instructor attended our Kids Club session to provide a clinic, in the evening a teen/adult session was offered, Friday sessions were offered at the school, and an open session on Saturday morning. Sessions were well attended, and we received positive feedback from participants.

Pool: Thank you to our community volunteers that came in to work on pool opening and cleaning. We started doing this a few years ago and it has greatly contributed to the success of our pool opening; having a clean and sanitized pool liner and area greatly assists in balancing the water chemistry of the pool and in turn getting our samples passed. Thank you to Public Works for getting the pool ready and filled and working on getting water samples submitted. If all goes well, we hope to have the pool open to the public at the end of this week or on the weekend. As soon as we get confirmation from Environmental Health, we will advertise our opening and schedule for June.

Pool & Student Positions: Kellen Smith, our Pool Coordinator for the season, arrived in Faro last Friday, May 23rd. He attended the Aquatics Conference all last week in Dawson City. Thank you to the Village of Carmacks for allowing him to Carpool to and from Dawson with their staff. I will provide a verbal update regarding the conference during the Council meeting.

Offers for lifeguard positions have been extended. We have requested to be considered for additional funding from Canada Summer Jobs and are hoping they will have additional funds for us for the season, as they did last year. This will allow us to have additional staff and offer more hours.

Seniors Programs and Events: We are in the process of planning events and programs for local Seniors, and will be having a planning meeting next week. During this meeting we will discuss the next out of town trip, confirm programs and set dates. Planning will be based on the feedback we receive from participants at this meeting.

Summer Camps: We have a few summer camps and events currently being planning and coordinated. Camps will each have a different theme such as sports, arts, etc. We are coordinating with other organizations so that our camp dates do not conflict, such as the STEAM Camp with Yukon University and the Literacy Camp at DVG. It is looking like it will be a busy, full and fun summer! Camp information and registration packages will be released soon.

Summer Planning: We are actively planning events and activities for the summer of 2025. This is taking up quite a bit of our time lately. Our goal is to prepare a summer community calendar outlining Town of

Faro events and activities, as well as community events. If you have a community event you would like us to include or know of an organization that does, please let us know. We would be happy to include all events for Faro and the Campbell Region.

The following items have been previously reported on and are in process with no new updates:

Professional Development: In Process - So far Rec staff have completed courses in Food Handler, Food Allergen, and WHMIS, and are currently working towards Playground Safety and WHMIS certification. We are also working with RPAY to host an Active Play Leadership Workshop. We would need a minimum of five participants. This course is meant for program facilitators, summer staff and anyone looking to enhance their leadership skills and expand their repertoire of fun and engaging activities. The workshop focuses on managing group dynamics, learning to lead with confidence, physical literacy, and building a games resource.

Barbeques: Over the past few events, it's been observed that the barbeques that we currently use for most big town events have reached the end of their life. They are getting damaged from being moved around so much and dangerous to use. I would like to request permission from Council, to apply to CDF funding to either Tier 1 (\$20,000 or less due July 15) or Tier 2 (\$20,001 to \$75,000, next intake September 15). I've found a supplier in Ontario (see attached) and have asked Griffiths to provide us a quote if this is something they are able to provide. I am currently waiting to receive a quote for this and researching other potential suppliers.

Fall Recreation Gathering: Faro has been selected to host the Fall Recreation Gathering this year, to take place on September 22nd and 23rd. We have been working with RPAY to help with the schedule and logistics of the event. The Recreation Gathering is an annual event that connects leaders from across the Yukon. Every year, RPAY strives to offer unique professional development and networking opportunities, cooperative learning, and fun. We're excited to assist with hosting this event in Faro and showcasing everything that Faro has to offer. We will be working with RPAY staff to assist in planning the event and logistics to make this a great conference and showcase Faro.

Final Reports: We are diligently submitting final reports (SARB, YDAP, and NHFS). Reports have been submitted for SARB and YDAP, NHFS is in process and almost complete.

Community Development Fund (CDF) – Kettle Café Project: Our contractors are busy completing work on the trailer, aiming to have the project complete within the next month. The youth in our community are excited to see this project come to life and look forward to regular openings this summer. We're also organizing fundraisers to support this project and other youth initiatives.

Yukon University: We have partnered up with Yukon University to offer training and mentorship opportunities for our youth. We have secured funding to assist with the costs of training, supplies and materials to be used for Kettle Café operations, Barista training opportunities, online courses, and workshops. As part of this project, we have secured an individual to come out to Faro this month to offer on-site training in barista and café operations. Rebecca was at the Rec Centre on Thursday, April 10th to offer the first training session. The training session was well-attended, we all gained valuable training and recommendations that will greatly assist us in running the Kettle Café.



Town of Faro Memorandum

To: Mayor & Council

May 28, 2025

From: Management

Re: Joint Health & Safety Committee Minutes

Administration is required to document that the Town of Faro is holding the required Joint Health & Safety Committee meetings.

While Council is not required to 'approve' the minutes *per se*, Council should provide a motion recognizing that the minutes were presented to Council for review.

Suggested Motion of Council:

If Council supports this recommendation, a proposed Motion of Council might be worded as follows:

Resolution # _____

THAT Council receive for information the minutes of the Joint Health & Safety Committee meetings for January 16, 2025, March 20, 2025, and May 28, 2025.

Moved: _____

Seconded: _____

Any discussion?

All in Favour?

Any Opposed?

Carried/Defeated



**Joint Health and Safety Committee Meeting
January 16, 2025 at 10:30 a.m.**

Attendance:	Paul Medvid	Co-chair
	Aaron Salo	Member
	Adam Minder	Member
	Morgan Manual	Member
	Denise Schneider	Co-Chair

1. Call to Order

The meeting was called to order at 11:08 am.

2. Adoption of Agenda

Moved by M. Manual, Seconded by A. Salo

THAT the Agenda be accepted as presented.

CARRIED

3. Adoption of Minutes

Moved by A. Minder, Seconded by M. Manual

THAT the minutes of November 21, 2024 be accepted as presented. **CARRIED**

4. Reports

Incident Reports

No incident reports were received. There was a complaint of public smoking; managers will ensure that designated areas have good signage and a place for cigarette butts.

Inspection Reports

Inspection reports will be part of the safety manual being done by the contractor. P. Medvid has been in contact with him.

5. New Business

We need to encourage managers to have regular safety meetings.

The Committee would like to see job descriptions updated so employees are not put in unsafe conditions by themselves and/or supervisors.

6. Action Items

7. Adjournment

The meeting was adjourned at 11:19 a.m.

Approved by the
Committee
on _____

Presented to Council
at the Regular Meeting
held on _____ by
Resolution # 24-_____

Denise Schneider, Co-Chair

Paul Medvid, Co-Chair

Jack Bowers, Mayor

Larry Baran, CAO



Joint Health and Safety Committee Meeting
March 20, 2025 at 10:30 a.m.

Attendance:	Paul Medvid	Co-chair
	Aaron Salo	Member
	Adam Minder	Member
	Morgan Manuel	Member
	Denise Schneider	Co-Chair

1. Call to Order

The meeting was called to order at 10:25 a.m.

2. Adoption of Agenda

Moved by M. Manuel, Seconded by A. Salo

THAT the Agenda be accepted as presented.

CARRIED

3. Adoption of Minutes

Moved by A. Minder, Seconded by M. Manuel

THAT the minutes of January 16, 2025 be accepted as presented.

CARRIED

4. Reports

Incident Reports

No incident reports were received.

PW is continuing its response to the request that designated smoking areas have good signage and a place for cigarette butts.

Inspection Reports

P. Medvid has received the completed draft safety Manual. It will now need to be further refined to include current policies, procedures, and ticket status along with an HR component. D. Schneider may be able to help with this as a H&S co-chair.

5. Old Business

Managers need to ensure regular safety meetings are held.

Managers are working on updating job descriptions.

6. New Business

M. Manuel needs the H&S training as per the committee requirements.

7. Action Items

8. Adjournment

The meeting was adjourned at 10:50 a.m.

Approved by the
Committee
on _____.

Denise Schneider, Co-Chair

Paul Medvid, Co-Chair

Presented to Council
at the Regular Meeting
held on _____ by
Resolution # 25-__

Jack Bowers, Mayor

Larry Baran, CAO



Joint Health and Safety Committee Meeting
May 28, 2025 at 10:30 a.m.

Attendance:

Denise Schneider	Co-chair
Aaron Salo	Member
Adam Minder	Member
Morgan Manuel	Member
Tina Freake,	Attendee
Tracy Sawicki	Attendee

1. Call to Order

The meeting was called to order at 10:43 a.m.

2. Adoption of Agenda

Moved by A. Salo, Seconded by A. Minder

THAT the Agenda be accepted as presented.

CARRIED

3. Adoption of Minutes

Moved by A. Minder, Seconded by M. Manuel

THAT the Minutes of March 20, 2025 be accepted with corrections.

CARRIED

4. Reports

Incident Reports

No incident reports were received.

Inspection Reports

A. Minder has just received the completed draft safety manual but hasn't reviewed it.

5. Old Business

Regular Safety Meetings

Managers need to ensure regular safety meetings are held.

Job Descriptions

The Committee clarified that the purpose was to ensure employees weren't using equipment beyond their skill/ticket level and/or to bring awareness to what they are required to do, as outlined in their job description.

H&S Training

M. Manuel needs the H&S training as per the committee requirements; T. Freake will register him once he has completed the Playground safety course.

6. New Business

The dates for the remainder of the year were approved.

7. Action Items

8. Adjournment

The meeting was adjourned at 11:04 a.m.

Approved by the
Committee
on _____.

Denise Schneider, Co-Chair

Co-Chair

Presented to Council
at the Regular Meeting
held on _____ by
Resolution # 25-____

Jack Bowers, Mayor

CAO



Town of Faro Memorandum

To: Council

From: Jack Bowers, A/CAO

Re: Manager of Operations Appointment

May 28, 2025

Please welcome Mark Vainio back to the team. He has agreed to delay his retirement and return as our Manager of Operations on a short term basis. He will assist us for a period of time, up until a new Manager of Operations is recruited and present in the Office.

Mark has agreed and is happy to assist us during this challenging time. Because this position would be privy to a wide range of administrative information, this would need to be a Confidential Exclusion term position.



Town of Faro Memorandum

To: Mayor & Council

May 28, 2025

From: A/CAO Jack Bowers

Re: Resolution Pertaining to Code of Conduct Bylaw 2022-01

As outlined in the Code of Conduct Bylaw 2022-01, Section 5.1: "Councillors agree to sign the **Statement of Code of Ethics and Conduct** as provided in Schedule "A" at the start of their term." Members of Council shall not be eligible to enact or vote regarding processes or discussions of this bylaw if they have not signed Schedule "A" Statement of the Code of Ethics and Conduct.

Suggested Motion of Council:

If Council supports this recommendation, a proposed Motion of Council might be worded as follows:

Resolution # _____

THAT Council shall not be eligible to enact processes outlined within Bylaw 2022-01, nor be eligible to be involved in discussions or vote on matters, without signing Schedule "A" Statement of the Code of Ethics and Conduct

Moved: _____

Seconded: _____

Any discussion?

All in Favour?

Any Opposed?

Carried/Defeated



Joint Health & Safety Committee

Terms of Reference

1. Purpose & Mandate

- 1.1 As per section 12.1 of the Occupational Health and Safety Act
"When 20 or more workers are regularly employed at a workplace that is classified under the regulations as an "A" or "B" hazard, the employer shall initiate and maintain an occupational health and safety program."
- 1.2 The Joint Health and Safety Committee (JH&SC) for the Town of Faro is a joint committee made up of worker and employer/management representatives consulting in a cooperative spirit to identify and resolve safety and health problems in support of a planned occupational safety and health program in the place of employment.
- 1.3 This document outlines the specific procedures for the JH&SC for the Town of Faro. More detailed information can be found in the Occupational Health and Safety Act.
- 1.4 If any part of these Terms of Reference is in contradiction of the Occupational Health and Safety Act, the Act will prevail.

2. Definitions

- "Member(s)" A member of the Joint Health and Safety Committee.
- "Manager(s)" A department manager or someone who regularly supervises 50% of the employees working in the department.
- "Employee(s)" an employee of the Town of Faro who does not regularly act as a supervisor.

3. Membership

- 3.1 The members of the JH&SC for the Town of Faro will consist of:
 - 3.1.1 Two (2) or more Managers or Supervisors, not to exceed the total number of employees.
 - 3.1.2 One (1) or Two (2) employees from each department.
 - 3.1.3 The Mayor will not serve on this committee as an ex-officio member.

3.2 Selection/Nominations

- 3.2.1 Members will be nominated and voted by the employees in their department.
- 3.2.2 The JH&SC will advise Managers when a new member(s) for their department is needed.
- 3.2.3 Managers will arrange for nominations and voting of all employees in the department within 21 days of receiving the notice.

3.3 Term

- 3.3.1 Membership in the JH&SC is a commitment. Members must commit to serve on the committee for two (2) years.
- 3.3.2 After two (2) years, department nominations will be held and the same employee may be nominated and re-elected to the committee.

- 3.3.3 Members who have not attended 3 consecutive meetings, without cause, may be removed from the committee, and the Department will be requested to select a new safety representative.

3.4 Training

- 3.4.1 New members will be required to take a one-day health & safety course within 6 months of joining the committee.
- 3.4.2 The JH&SC will recommend that the new member attend the training after they have attended three (3) meetings.
- 3.4.3 The Department Manager will ensure they are registered in the course.

4. Roles & Responsibilities

4.1 Management

- 4.1.1 Department Managers will be responsible for ensuring members of the committee are scheduled and available to attend committee meetings.

4.2 Committee Chairs

- 4.2.1 The Committee *"shall have two co-chair, one chosen by the employer members, the other chosen by the worker members, and the co-chair shall alternate the function of chairing the meetings of the committee and shall participate fully in the deliberations and decisions of the committee."*

4.3 Secretary

- 4.3.1 A secretary will be appointed by the committee. If no member of the committee is able to act as secretary, Administration will provide a secretary.

5. Meetings

- 5.1 Regular meetings will be held monthly during the regular working hours of all departments and will be set by the consensus of the committee.
- 5.2 Special meetings will be held at the call of the co-chairs.

6. Quorum

A quorum will consist of half the current members with a minimum of four (4) members. A quorum must include:

- 6.1 one (1) manager;
- 6.2 one (1) employee member from each department;
- 6.3 If neither member from a department is available quorum will still be considered met as long as:
 - 6.3.1 A member from that department was at the previous meeting;
 - 6.3.2 Quorum is met according to the act for the current meeting;
- 6.4 at least half of the members in attendance must be employee members; and
- 6.5 one employee member in attendance must have no supervisory responsibility.

7. Recommendations

- 7.1 The JH&SC will make recommendations to the Department Managers if there is a safety concern in their department.
- 7.2 Managers will have 21 days to reply to the committee.

8. Inspections

- 8.1 The Committee will endeavor to inspect one building per month.
- 8.2 There will be three members at the inspection including:
 - 8.2.1 One person who works in the building; and,
 - 8.2.2 One person from a different department.

9. Decision making authority

- 9.1 The JH&SC will provide recommendations to improve the health and safety for all patrons, employees or contractors working in buildings and facilities owned and operated by the Town of Faro
- 9.2 The Council and Administration for the Town of Faro will work with the JH&SC to ensure all employees are safe at work and will take the necessary action to address all recommendations.
- 9.3 The Council for the Town of Faro is ultimately responsible for the health and safety of its employees while at work.

Dear Community Associations,

Elections Yukon has been mandated by the Yukon government to administer a plebiscite on our voting system with the next territorial general election, scheduled for November 3, 2025.

This email is to reach out to you as a Yukon leader to provide initial and early information of the upcoming vote while statutory provisions, operational procedures, and communication plans are being finalized. It also it to invite you to provide any feedback you may have on the process or question. This will help support the roll out of outreach and information activities related to the conduct of the vote.

The voting processes for the plebiscite will be the same as for the territorial election. Eligibility to vote in the territorial election will provide eligibility for the plebiscite. At the polls, Yukon electors will be issued two ballots. One will be to vote for their member of the legislative assembly and the other will be to vote on the plebiscite question.

While the specific wording of the question is still under review, it will be designed to provide the government with a measure of public support on electoral reform; whether Yukoners want to elect their members of the Legislative Assembly by the current system, first-past-the post, or by a ranked vote as proposed by the Citizen's Assembly on Electoral Reform.

First-past-the-post is a plurality system where the candidate with most votes wins. Ranked Vote is a majority system where candidates are ranked by preference (first choice, second choice and so on) and must receive 50% plus 1 of the vote to be elected. If a candidate does not receive 50% plus 1 of the vote with first choice votes, the candidate with the fewest first choice votes is eliminated, and their second-choice votes are distributed to the other candidates. This continues until a majority is achieved.

For both systems, voters are electing a single candidate from their district to represent them. It is simply the method of voting that is different. Neither system use proportional representation.

Information on the plebiscite vote and the territorial election is available on the Elections Yukon website electionsyukon.ca. It will be updated as more information becomes available. We will be issuing a news release about the plebiscite on May 20.

If you have questions or comments, contact Elections Yukon through the website or at plebiscite@electionsyukon.ca.

Maxwell Harvey

Chief Electoral Officer