



**Agenda**  
**Town of Faro Regular Council Meeting**  
**October 21, 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 Jordan Stackhouse, Elevator Yukon re: Housing Accelerator Fund: Housing Development Grant - New Development Stream
  - 3.2 Special Permit Application – 513 Douglass Drive
    - a) Application
    - b) Recommendation to Council
    - c) Responses:
      - i. Jordie and Trudy Amos – Response email September 25, 2025
      - ii. Douglas Tutty – Response email September 26, 2025
      - iii. Lem and Helena Mac Vane – Response letter September 26, 2025
      - iv. Vince Slotte – Response letter October 14, 2025
      - v. Helena Mac Vane – Response letter October 14, 2025
      - vi. Horst and Inge Berlow – Response email October 17, 2025
      - vii. Bill and Shannan Wood – Response email October 17, 2025
      - viii. June Hampton – Response email October 17, 2025
      - ix. Lorraine and Joshua Wilcox – email October 19, 2025
      - x. Traci Morgan – email October 19, 2025
4. BUSINESS ARISING FROM DELEGATIONS & HEARINGS
  - 4.1 Amendment to Faro Housing Development Grant Policy
  - 4.2 Special Permit Application
5. ADOPTION OF MINUTES
  - 5.1 Minutes of the October 4, 2025 Special Meeting of Council
  - 5.2 Minutes of the October 7, 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

## **9. BYLAWS**

## **10. UNFINISHED BUSINESS**

- 10.1 Fees and Charges Bylaw – 2026 Updates to Schedule “A”
- 10.2 Canada Post Letter of Support - Draft

## **11. NEW BUSINESS**

- 11.1 Canada Community Building Fund Amendment #1
- 11.2 FireSmart Transfer Payment Agreement
- 11.3 Collective Agreement - Town of Faro and International Union of Operating Engineers Local 115
- 11.4 Draft Procurement Policy
- 11.5 Proposed Expression of Interest for 2026-2028 Engineering Services
- 11.6 CanNor 2026-2027 Expression of Interest

## **12. CORRESPONDENCE FOR INFORMATION (OUT & IN)**

## **13. PUBLIC QUESTION PERIOD**

## **14. IN-CAMERA**

- 14.1 Property Sale Matter – in accordance with Municipal Act Section 213 (3)(e)  
Re: Lot 19-1, 19-2, 19-3 (Ogilvie Cres)
- 14.2 Employment Matter – in accordance with Municipal Act Section 213 (3)(c & d)  
Re: Recruitment Update, Manager of Recreation and Culture
- 14.3 Personal Matter – in accordance with Municipal Act Section 213 (3)(c) Re:  
Medical Transportation Request (Unit #2-11)

## **15. ADJOURNMENT**



**TO:** Mayor and Council

**FROM:** Jordan Stackhouse, & Graham White, Elevator Yukon

**DATE:** October 8, 2025

**SUBJECT:** Faro Housing Accelerator Fund - Grant Award Recommendation

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**PURPOSE:** The purpose of this note is to inform Council and the public of the applicant information for the Faro Housing Development Grant Program AND for Council to direct Administration to enter into funding agreements with the applicants.

**BACKGROUND:** The Faro Housing Development Grant Program/Policy was developed by the Town of Faro in June, 2025; the program was launched in August, 2025 with a call for applications. Applications for the grant closed on October 3, 2025. There were 6 compliant applications accounting for a total of 7 new units (6 single-family and 1 duplex).

**EVALUATION:** Applications were checked for eligibility and completeness as per the approved Faro Housing Development Grant Policy; the eligible recommended applicants have all submitted complete and compliant applications and are eligible to receive funding. .

**ANALYSIS:** The Town of Faro Council only approved funding for 5 units, however, the applications for funding are for 7 units. There are 2 different options for Council to deal with this demand for increased funding.

- **Option 1, Increase Funding:** Although this grant stream was only approved to fund 5 units for a total budget of \$150,000,, Council can elect to increase the funding to \$210,000 and provide grants to all applicants for a total of 7 units. This option would likely mean decreasing available funding for other programs (i.e., Servicing Standards Policy), but would still help achieve the overall unit total per the HAF application.
- **Option 2, Hold a Lottery:** If Council does not wish to increase funding, the approved Housing Development Grant Policy allows for a lottery to be held where funding would be allocated to 5 units through a lottery draw.

**FINANCIAL IMPLICATIONS:** The total approved funding allocation for this grant stream is \$150,000. The total funding being requested is \$210,000. This amount is fully funded from the Housing Accelerator Fund agreement between the Town of Faro and the Canadian Mortgage and Housing Corporation.

**STRATEGIC PRIORITIES:** This initiative aligns to Faro's Official Community Plan in creating more opportunities for housing for Faro residents.

**RECOMMENDATION:**

- 1) Direct Administration to enter into funding agreements with the applicants  
**(RECOMMENDED)**
- 2) Direct Administration to hold a lottery at a future date to fund 5 units.
- 3) Do not approve the funding.

**NEXT STEPS:** Once the grant requests are approved by Council, we will enter into funding agreements with the recipients.

Submitted By:



Jordan Stackhouse, MBA, Ec.D.  
Elevator Yukon  
[jordan@elevatoryukon.com](mailto:jordan@elevatoryukon.com)

Submitted By:



Graham White  
Elevator Yukon  
[Graham@elevatoryukon.com](mailto:Graham@elevatoryukon.com)



TOWN OF FARO

## APPLICATION FOR SPECIAL PERMIT FOR DOGS/CATS

### OWNER INFORMATION

Permit Holder's Name(s): Leithe Minder  
Property Owner's Name (s): Leithe Minder  
Street Address or Lot: 513 Douglass Drive Lot 318  
Mailing Address: PO Box 341 FARO YT Y0B1K0  
Phone Number: 867 335 7588 E-Mail: Leithe.Minder@yukon.ca  
Alternate or Emergency Contact: Aaron Salo 867 335 6162

### ANIMAL INFORMATION

Number of Animals: 12 Species (circle): Dogs or Cats  
Description of Animals / Attach list with each animal described:

- Name
- Breed
- Physical description / Colour
- Male / Female
- Vaccinated
- Neutered/Spayed

Notice of this application will be issued by the Town of Faro to neighbours within 150 meters of the subject property. This application will be reviewed by Council at a Public Meeting. A determination on the permit will be issued following Council's decision and may include additional conditions.

### PERMIT INFORMATION

Permit Approved: Yes / No \_\_\_\_\_ Fee Paid: \_\_\_\_\_  
Conditions: Yes / No If yes, specify \_\_\_\_\_  
Date: \_\_\_\_\_ Issued by: \_\_\_\_\_  
(an Officer as defined under the Bylaw)

THIS PERMIT IS ISSUED ONLY TO THE PERMIT HOLDER LISTED HEREON AND IS NOT TRANSFERRABLE

### STATUTORY DECLARATION

I/We Leithe Minder do solemnly declare that we have read and understood the provisions of the Town of Faro's Animal Control Bylaw and do authorize an Officer to enter my/our property to inspect the enclosure or otherwise enforce such provisions as provided for under Section 8. of the Bylaw and shall cooperate with an Officer carrying out their duties. I/We also understand that provisions of the Town of Faro's Zoning Bylaw may further regulate the placement and size of a enclosure on our property, and that we must remain in compliance with both of these Bylaws and any other applicable act or regulation at all times or this permit may be revoked.

[Signature]  
Signature(s) of Property Owner / Applicant

Sept. 22 / 2025  
Date

Sept. 22, 2025

Ruby → English Staffordshire Bull Terrier.  
White + Red; female spayed.  
UTD on vaccinations.

Sapphire → English Staffordshire Bull Terrier  
Red; female spayed.  
UTD on vaccinations.

Amber → Pitbull cross.  
Red; female spayed.  
UTD on vaccinations.

★ Elsa → Pitbull / American Bully.  
Blue; female spayed.  
UTD on vaccinations.  
(only part-time)  
my daughter's dog.

{ Dejah → Alaskan husky  
White / Grey; female intact  
UTD on vaccinations.

{ Koga → Alaskan husky.  
Brown / Black / white; male intact  
UTD on vaccinations.  
one blue eye, one brown eye.

Will be  
getting  
fixed  
in the  
future.

Rikki → Alaskan Husky.  
Black + white; male intact  
UTD on vaccinations.

Leroy (Lever) → Alaskan Husky.  
Black + white. male neutered.  
UTD on vaccinations.

Copper → Mixed breed ??  
Brown brindle; male neutered.  
UTD on vaccinations.

Sola → Pitbull/Lab/Husky/German Shepherd  
Fawn; female Spayed.  
UTD on vaccinations.

Loon → Black Lab/Blue Heeler/Husky ??  
Black w/ white spotted front paws.  
Female spayed  
UTD on vaccinations.

Wren → mixed breed ?? Ross River  
Red; spayed female. Special ♡  
UTD on vaccinations.

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**Special Permit (dogs) - 513 Douglass**

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**From** JordieTrudy Amos <jordietrudy@gmail.com>

**Date** Thu 2025-09-25 9:44 AM

**To** Kimberly Ballance <cao-faro@faroyukon.ca>

Good morning Kimberly,

We do not support 513 Douglass being allowed to have 12 dogs. The noise can be extreme at times. We do not believe that a good quality of life and care can be given with that many dogs.

Thank you,

Jordie & Trudy Amos

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**513 Douglass**

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**From** Douglas A. Tutty <douglas.tutty@hushmail.com>

**Date** Thu 2025-09-25 7:34 PM

**To** Kimberly Ballance <cao-faro@faroyukon.ca>

Hello Kimberly,

I'm concerned that having 12 dogs at one residential property may be too much: less a collection of pets and more an "operation" which perhaps should be located in a commercial or rural-residential area. While someone physically may be able to house 12 dogs in a house, seeing to their outdoor biological needs would be taxing. Can they get all their exercise needs met in an enclosed yard or do they need walks. I think that there's a maximum of two or three dogs at one time on a walk (each on a 6' leash), so even walking 12 dogs around the block takes a lot of time. How is noise managed? The noise by-law covers 11 p.m. to 7 a.m., but are daytime hours a free-for-all?

What is the purpose of 12 dogs? Are they all individual pets, a dog-team, or is this a rescue/shelter operation that should be located elsewhere? If a shelter out of community necessity, are there options for the Town to assist with setting one up, perhaps applying for infrastructure funding, coordinating volunteers, etc.?

I'm not saying outright "no" or "yes". I am suggesting that more information is needed that perhaps should be circulated in addition to the simple letter you sent out: an actual proposal.

Thanks,

Doug.

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Douglas Tutty, B.Sc.N.  
Minister of Presence Incumbent, Faro and Ross River, YT  
508 Douglass Dr.  
PO Box 233  
Faro YT Y0B 1K0  
Ph/voice: 867-322-0984  
Text: 867-687-3385  
douglas.tutty@hushmail.com

RECEIVED  
Sept 26/25

## **Town Of Faro**

Received your letter on special permit for 12 dogs at 513 Douglass Drive, we will never give permission for 12 dogs and will not give permission for 5 dogs either. We are tired of the barking all hours of the day and night as well the smell. The person in question had a note for the neighbors to sign for 3 dogs about 9+ years ago which were not to be replaced when they passed, after the note was signed by the neighbors it was changed to 6 dogs by someone, but it went well by 6 dogs as we all know, so the person in question can't be trusted to keep there word. We have no issue for having 2 dogs

Thanks

Lem and Helena Mac Vane

Dear Faro Town Council;

I am writing in response to the special application to exceed the two dog limit within the single family residential zone on Douglas Drive. Our property is on Yates Crescent and is within 45 metres of the subject property. At this location we sometimes hear the dogs barking and it has disturbed the quiet enjoyment of our yard and occasionally, our sleep. This is mostly in the warmer months when we are outside more often or have windows open to cool down the house. More distressing is when the dogs are being punished which is difficult to hear.

In the past, this pet owner received special permission to exceed the number of dogs allowed under the bylaw, allowing three of the older husky sled dogs to live out their time in the yard. It was later discovered there were another three family dogs not mentioned and one additional dog belonging to her partner, also not mentioned. The understanding was that the dogs would not be replaced. We dig up the past because it reveals the dog owner's disrespect and unwillingness to abide by the agreement set between herself, neighbours and Town.

If these dogs are reduced to a smaller number then most would have to be re-homed or taken to a proper animal shelter. Of the two animal shelters in the Yukon, the Humane Society Yukon in Whitehorse is the largest. They have 17 kennels and they are often at or near capacity. They aren't eager to accept a large number of dogs.

As an alternative, there is the Voluntary Dog Surrender Program operated by the Animal Health Unit of the Yukon Government. This program works with municipalities when they take possession of dogs under their bylaw enforcement. I attach two PDF's, an information page on the program and the animal surrender form itself. Essentially, it accepts the dogs at no cost to the Town and transfers them. If the dog lands at an animal shelter, the shelter receives compensation.

In regards to the bylaw itself, the special circumstance to exceed the two dog limit should be when a new family moves to the community as they are less likely to be aware of the bylaw. The recent requests to vary the bylaw may obligate the Town to provide for similar variances in the future. If the community desires a higher limit on the number of dogs, then the bylaw should be updated.

In closing, I do not support the application to exceed the limits set by the bylaw. Facilities and programs exist within the Yukon to properly re-home the dogs without creating an ad hoc animal shelter in the backyards of the homes in Faro.

Sincerley

Vince Slotte

PS, the Humane Society accepts donations of cash and in-kind. If anyone has old bowls, leashes, toys and any other unused pet related items, they are happy to take them.

# Voluntary Dog Surrender Program (VDSP)

## How it Works

The VDSP is accessible to local governments (municipal and First Nations) to assist with issues of animal control and animal welfare. The local government can access the VDSP for animals they apprehend under their local bylaws or are surrendered to them by residents.

### Summary of the roles of the participants in the Voluntary Dog Surrender Program:

#### 1. Role of local government officials:

- a. When the local government has an animal that they have taken possession of under their bylaws or has been surrendered to them by a local resident, they may access the VDSP by contacting the Animal Protection Officer (APO) or his representative in the Animal Health Unit (AHU) by email at [animalhealth@yukon.ca](mailto:animalhealth@yukon.ca) or by phone at (867) 667-5600.
- b. Once the APO confirms that the animal qualifies under the VDSP, the local government will complete and **sign** a Voluntary Dog Surrender Form and submit it to the APO along with a photograph of the animal.

#### 2. Role of the Animal Protection Officer:

- a. The APO will review the surrender form and determine if the animal is suitable for rehoming. (Note: although most animals are eligible for rehoming, aggressive or seriously ill dogs may not be and appropriate arrangements will be made for them by the APO.)
- b. If the animal is a candidate for rehoming, the APO will contact the humane society to determine if it has capacity to receive the animal.
- c. If the humane society has capacity to accept the animal, the APO will assign a surrender number to the animal. This number will be added to the surrender form **and** provided to the humane society for invoicing purposes.
- d. The APO will advise the local government regarding arrangements for transfer to the humane society.

#### 3. Role of the humane society:

- a. Both of the registered humane societies in Yukon have contracts with the Yukon Government's (YG) Animal Health Unit to accept animals transferred by the APO.
- b. Under the contractual agreements, the humane society will be compensated for animals transferred to the care of the humane society under the authorization of the APO.
- c. The humane society understands that only animals authorized under the VDSP by the APO will be compensated for by YG. All other animals accepted by the humane society without APO authorization will not be compensated under the contract.
- d. The humane society, under the terms of the contract, will invoice YG Animal Health Unit monthly for the animals accepted and approved by the APO under the VDSP.

**Note:** If the local government has failed to get prior consent/authorization from the APO, or does not provide the necessary documentation to APO/AHU, and the humane society accepts the animal transfer, no compensation will be paid to the humane society under the contract.



Phone 867-667-5600 • Fax 867-393-6263  
animalhealth@gov.yk.ca

## ANIMAL SURRENDER FORM

FORM #

-

OCC #

-

### OWNER INFORMATION

First name

Last name

Mailing address

Physical address

Phone or email

### ANIMAL DETAILS

Species

Breed

Colour

Name

Approximate Age

☐ Male  
☐ Female

Microchip no

Other ID

Photo taken?  
Yes ☐ No ☐

Is it sterilized (spayed or neutered)?

☐ Yes ☐ No

Has it bitten or acted aggressively towards people or other animals?

☐ Yes ☐ No

Has it been the subject of a dangerous or nuisance dog order?

☐ Yes ☐ No

Does it have an injury or disease? (specify)

☐ Yes ☐ No

### REASON FOR SURRENDER

### IMPORTANT INFORMATION – PLEASE READ CAREFULLY

By my signature below, I make the following declarations:

1. I am 19 years of age or over and I am the legal owner of the animal described above.
2. No other person has any proprietary interest in this animal or, if any other person has such an interest, they have authorized me to surrender the animal.
3. I agree to indemnify Government of Yukon and keep Government of Yukon indemnified against all claims (if any), costs and expenses whatsoever arising out of any action by any person claiming interest in the animal.
4. I understand that by completing and signing this form that I have surrendered the animal to Government of Yukon, it no longer belongs to me and will not be returned to me.
5. I understand that Government of Yukon, as the owner, will make all decisions about the future of this animal.

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Your personal information is being collected under the authority of section 29(c) of the *Access to Information and Protection of Privacy Act* and will be used for the administration of the Animal Protection Program of the Animal Health Unit, and for evaluation, research and statistical purposes. For further information on the collection of your information, contact the ATIPP Coordinator, Environment Yukon, Box 2703, Whitehorse, Yukon, Y1A 2C6, (867) 667-5652 or 1-800-661-0408 within Yukon.

YG(6352EQ)F1 Rev.03/2018

To the TOWN OF FARO, Mayor and Council,

In regards to the special permit application requesting 12 dogs to be kept at 513 Douglass Drive,

Our property is 614 Yates Cres. Our back yard is directly behind 513 Douglass Drive.

I do not agree to 12 dogs, nor do I agree to any more than 2 dogs.

**REASON {1} SMELL**

On occasion, depending on which way the wind is blowing I cannot open my windows for fresh air because of the smell of dog feces, or sit on my deck, or dry clothes outside,

**REASON {2} NOISE**

Dogs barking at night, Dogs fighting with each other causes very high anxiety to us dog lovers, it's very disturbing hearing them yelp when they are claiming dominance in the pack,

**REASON {3} SOIL CONTAMINATION,**

513 Douglass Drive is up hill from our property, therefore any runoff coming down hill to our yard (Rain or melting snow) is contaminated, I have tested our soil and neighboring soil, our soil is very high in Nitrogen where as the neighboring soil is low in Nitrogen, Dog urine is high in Nitrogen, our Raspberry bushes are dying and we believe this is caused by the 12 dogs using their yard as a toilet 365 days a year.

Helena Mac Vane.

*Helena Mac Vane*

**Dog urine and feces can negatively affect raspberry plants due to their high nitrogen and phosphorus content, potentially leading to plant damage and nutrient imbalances.**

#### Impact of Dog Urine

- **Nitrogen Concentration:** Dog urine is high in nitrogen, which can act as a fertilizer in small amounts. However, excessive nitrogen can lead to **burnt leaves** and stunted growth in plants, including raspberries. This is particularly true if the urine is concentrated in one area, leading to **yellowing and browning** of the leaves. ↻ 2
- **Soil pH Alteration:** Dog urine can also alter the pH of the soil, making it more alkaline. Raspberry plants prefer slightly acidic soil, so this change can negatively impact their health and growth. ↻ 2

🔍 3 Sources

#### Impact of Dog Feces

- **Nutrient Imbalance:** Dog feces contain nitrogen, phosphorus, and potassium, which are essential nutrients for plant growth. However, the nitrogen in dog feces can be too concentrated and may lead to **burnt plant leaves** and disrupt the natural balance of soil chemistry. ↻ 2
- **Pathogen Risk:** Dog feces can harbor harmful pathogens that may contaminate the soil and plants, posing health risks to both plants and humans. This is particularly concerning for edible plants like raspberries. ↻ 2

🔍 2 Sources



[Inbox](#)[Image0.jpeg](#)[Image1.jpeg](#)[Save](#)[Send](#)**Mail**[New Folder](#)[Folder Properties](#)

Quota: 1% of 2.0GB

[lm@northwestel.net](#)[Inbox](#)[Trash](#)[Sent](#)[Drafts](#)[Air North](#)

This Soil Test was Taken in  
my Raspberry Patch  
Test was Done Oct, 7, 2025

[Calendar](#)[Address Book](#)[Options](#)

# HOW TO TEST YOUR SOIL:

Tube caps and capsules are color-coded for simplicity.

Green = pH      Purple = Nitrogen  
Blue = Phosphorus      Orange = Potash

## pH TEST:

1. Remove cap from the green capped tube.
2. Fill tube with soil to the first line.
3. Carefully open a green capsule and pour powder into the tube.
4. Add water (preferably distilled) to the fourth line.
5. Cap tube and shake thoroughly.
6. Allow soil to settle and color to develop for about a minute.
7. Compare color of solution to the pH color chart.



pH 7.5 - Alkaline

pH 7.0 - Neutral

pH 6.5 - Slight Acid

pH 6.0 - Acid

pH 5.5 - Acid

pH 5.0 - Very Acid

pH 4.5 - Very Acid

## NITROGEN, PHOSPHORUS & POTASH TESTS:

Fill a clean jar or can with 1 part soil and 5 parts water. Thoroughly shake or stir the soil and water together for at least one minute and then allow the mixture to stand undisturbed until it settles (30 minutes to 24 hours, dependent on soil). A fine clay soil will take much longer to settle out than a coarse sandy soil. The clarity of the solution will also vary, the clearer the better, however cloudiness will not affect the accuracy of the test.

### Plant Food Chart

| Nitrogen | Phosphorous | Potash   |
|----------|-------------|----------|
| High     | High        | High     |
| Medium   | Medium      | Medium   |
| Low      | Low         | Low      |
| Very Low | Very Low    | Very Low |

1. Remove the cap from the tube. (Please note that the color of the capsules should match the color of the tube cap.) Using dropper provided, fill the tube to the fourth line with liquid from your soil mixture. Avoid disturbing the sediment

2. Carefully separate the two halves of one of the capsules. Pour the powder into the tube.

3. Cap the tube and shake thoroughly. Allow color to develop for 10 minutes.

4. Compare color of solution to the appropriate portion of the plant food color chart. For best results allow daylight, not direct sunlight, to illuminate the solution. Note your results. Repeat for remaining capsules.

## pH PREFERENCE LIST

| NAME                    | pH RANGE | NAME                    | pH RANGE | NAME                    | pH RANGE | NAME              | pH RANGE | NAME                                 | pH RANGE |
|-------------------------|----------|-------------------------|----------|-------------------------|----------|-------------------|----------|--------------------------------------|----------|
| FLOWERS, TREES & SHRUBS |          | FLOWERS, TREES & SHRUBS |          | VEGETABLES & HERBS      |          | GREENHOUSE PLANTS |          | GREENHOUSE PLANTS                    |          |
| Abelia                  | 6.0-8.0  | Helianthus              | 5.0-7.0  | Artichoke               | 6.5-7.5  | Abutilon          | 5.5-6.5  | Indigofera                           | 6.0-7.5  |
| Acacia                  | 6.0-8.0  | Helleborus              | 6.0-7.5  | Asparagus               | 5.0-8.0  | Acorus            | 5.0-6.5  | Iris                                 | 5.0-7.5  |
| Acanthus                | 6.0-7.0  | Holly                   | 5.0-6.5  | Basil                   | 5.5-6.5  | Aechmea           | 5.0-5.5  | Ivy Tree                             | 6.0-7.0  |
| Aconitum                | 5.0-6.0  | Hollyhock               | 6.0-8.0  | Bean                    | 6.0-7.5  | African Violet    | 6.0-7.0  | Jacaranda                            | 6.0-7.5  |
| Adonis                  | 6.0-8.0  | Honeysuckle             | 6.0-7.5  | (Runner, Broad, French) |          | Amaryllis         | 5.5-6.5  | Japanese Sedge                       | 6.0-8.0  |
| Ageratum                | 6.0-7.5  | Hydrangea (Blue)        | 4.0-5.0  | Beetroot                | 6.0-7.5  | Anthurium         | 5.0-6.0  | Jasminum                             | 5.5-7.0  |
| Ailanthus               | 6.0-7.5  | Hydrangea (Pink)        | 6.0-7.0  | Broccoli                | 6.0-7.0  | Apostle Plant     | 5.5-6.5  | Jerusalem Cherry                     | 5.5-7.5  |
| Ajuga                   | 4.0-6.0  | Hydrangea (White)       | 6.5-8.0  | Brussels Sprouts        | 6.0-7.5  | Aralia            | 6.0-7.5  | Jessamine                            | 5.0-6.0  |
| Alliaria                | 6.0-7.5  | Hypericum               | 5.5-7.0  | Cabbage                 | 6.0-7.5  | Arrowhead         | 5.0-6.0  | Kaffir                               | 6.0-7.5  |
| Alyssum                 | 6.0-7.5  | Iris                    | 5.0-6.5  | Calabrese               | 6.5-7.5  | Asparagus Fern    | 6.0-8.0  | Kalanchoe                            | 6.0-7.5  |
| Amaranthus              | 6.0-6.5  | Ivy                     | 6.0-8.0  | Carrot                  | 5.5-7.0  | Azalea            | 4.5-6.0  | Kangaroo Thorn                       | 6.0-8.0  |
| Anchusa                 | 6.0-7.5  | Juniper                 | 5.0-6.5  | Cauliflower             | 5.5-7.5  | Baby's Breath     | 6.0-7.5  | Kangaroo Vine                        | 5.0-7.5  |
| Androsace               | 5.0-6.0  | Kalmia                  | 4.5-5.0  | Celery                  | 6.0-7.0  | Baby's Tears      | 5.0-6.0  | Lace Flower                          | 6.0-7.5  |
| Anemone                 | 6.0-7.5  | Korria                  | 6.0-7.0  | Chicory                 | 5.0-6.5  | Begonia           | 5.5-7.0  | Lantana                              | 5.5-7.0  |
| Anthyllis               | 5.0-6.0  | Laburnum                | 6.0-7.0  | Chinese Cabbage         | 6.0-7.5  | Bird of Paradise  | 6.0-6.5  | Laurus (Bay Tree)                    | 5.0-6.0  |
| Arbutus                 | 4.0-6.0  | Laurel                  | 4.5-6.0  | Chives                  | 6.0-7.0  | Bishop's Cap      | 5.0-6.0  | Lemon Plant                          | 6.0-7.5  |
| Ardisia                 | 6.0-8.0  | Lavender                | 6.5-7.5  | Corn - Sweet            | 5.5-7.5  | Black-eyed Susan  | 5.5-7.5  | Mimosa                               | 5.0-7.0  |
| Arenaria                | 6.0-8.0  | Liatris                 | 5.5-7.5  | Cress                   | 6.0-7.0  | Blood Leaf        | 5.5-6.5  | Mind Your Own Business               | 5.0-5.5  |
| Aritia                  | 6.0-7.5  | Ligustrum               | 5.0-7.5  | Courgettes              | 5.5-7.0  | Bottle Brush      | 6.0-7.5  | Monstera                             | 5.0-6.0  |
| Armeria                 | 6.0-7.5  | Lilac                   | 6.0-7.5  | Cucumber                | 5.5-7.0  | Bougainvillea     | 5.5-7.5  | Mother-of-Thousands                  | 5.0-6.0  |
| Arnica                  | 5.0-6.5  | Lily                    | 4.0-6.0  | Fennel                  | 5.0-6.0  | Boxwood           | 6.0-7.5  | Myrtle                               | 6.0-8.0  |
| Asperula                | 6.0-8.0  | Lily of the Valley      | 4.5-6.0  | Garlic                  | 5.5-7.5  | Bromeliads        | 5.0-6.0  | Napthyitis                           | 4.5-5.5  |
| Asphodeline             | 6.0-8.0  | Lithospermum            | 5.0-6.5  | Ginger                  | 6.0-8.0  | Butterfly Flower  | 6.0-7.5  | Never Never Plant                    | 5.0-6.0  |
| Aster                   | 5.5-7.5  | Labellia                | 6.0-7.5  | Horseradish             | 6.0-7.0  | Cactus            | 4.5-6.0  | Nicotiana                            | 6.0-8.0  |
| Astilbe                 | 6.0-8.0  | Lupinus                 | 5.5-7.0  | Kale                    | 6.0-7.5  | Calceolaria       | 6.0-7.0  | Nicotiana                            | 5.5-6.5  |
| Aubretia                | 6.0-7.5  | Magnolia                | 5.0-6.0  | Kahlrabi                | 6.0-7.5  | Caladium          | 6.0-7.5  | Norfolk Island Pine                  | 5.0-6.0  |
| Avens                   | 6.0-7.5  | Mahonia                 | 6.0-7.0  | Leek                    | 6.0-8.0  | Calla Lily        | 6.0-7.0  | Oleander                             | 6.0-7.5  |
| Azalea                  | 4.5-6.0  | Marguerite              | 6.0-7.5  | Lentil                  | 5.5-7.0  | Camellia          | 4.5-5.5  | Oplismenus                           | 5.0-6.0  |
| Balloon Flower          | 6.0-6.5  | Marigold                | 5.5-7.0  | Lettuces                | 6.0-7.0  | Capsicum Pepper   | 5.0-6.5  | Orange Plant                         | 6.0-7.5  |
| Bayberry                | 4.0-6.0  | Molinia                 | 4.0-5.0  | Marjoram                | 6.0-8.0  | Cardinal Flower   | 5.0-6.0  | Orchid                               | 4.5-5.5  |
| Beauty Bush             | 6.0-7.5  | Moraea                  | 5.5-6.5  | Marrow                  | 6.0-7.5  | Cast Iron Plant   | 4.0-5.5  | Oxalis                               | 6.0-8.0  |
| Bergenia                | 6.0-7.5  | Morning Glory           | 6.0-7.5  | Millet                  | 6.0-6.5  | Castor Oil Plant  | 5.5-6.5  | Painted Lady                         | 6.0-7.5  |
| Blazing Star            | 6.0-6.5  | Moss                    | 6.0-8.0  | Mint                    | 7.0-8.0  | Century Plant     | 5.0-6.5  | Palms                                | 6.0-7.5  |
| Bleeding Heart          | 6.0-7.5  | Moss, sphagnum          | 3.5-5.0  | Mushroom                | 6.5-7.5  | Chinese Evergreen | 5.0-6.0  | Pandanus                             | 5.0-6.0  |
| Bluebell                | 6.0-7.5  | Myosotis                | 6.0-7.0  | Mustard                 | 6.0-7.5  | Chinese Lantern   | 4.0-7.5  | Patient Lucy                         | 5.5-6.5  |
| Broom                   | 5.0-6.0  | Narcissus               | 6.0-7.5  | Olive                   | 5.5-6.5  | Chinese Primrose  | 6.0-7.5  | Peacock Plant                        | 5.0-6.0  |
| Buddleia                | 6.0-7.0  | Nasturtium              | 5.5-7.5  | Onion                   | 6.0-7.0  | Christmas Cactus  | 5.0-6.5  | Pelargonium                          | 6.0-7.5  |
| Buphthalmum             | 6.0-8.0  | Nicotiana               | 5.5-6.5  | Paprika                 | 7.0-8.5  | Cineraria         | 5.5-7.0  | Pellionia                            | 5.0-6.0  |
| Butterfly Bush          | 4.0-6.0  | Oak                     | 4.0-6.0  | Parsley                 | 5.0-7.0  | Clerodendrum      | 5.0-6.0  | Peperomia                            | 5.0-6.0  |
| Calceola                | 5.5-7.0  | Pachysandra             | 5.0-8.0  | Parsnip                 | 5.5-7.5  | Clivia            | 5.5-6.5  | Philodendron                         | 5.0-6.0  |
| Camassia                | 6.0-8.0  | Paeonia                 | 6.0-7.5  | Pea                     | 6.0-7.5  | Cockscomb         | 6.0-7.5  | Phlox                                | 5.0-6.5  |
| Candytuft               | 6.0-7.5  | Pansy                   | 5.5-7.0  | Peanut                  | 5.0-6.5  | Coffee Plant      | 5.0-6.0  | Pitcher Plant                        | 4.0-5.5  |
| Canna                   | 6.0-8.0  | Passion Flower          | 6.0-8.0  | Pecan                   | 4.0-6.0  | Colus             | 6.0-7.0  | Pilea                                | 6.0-8.0  |
| Canterbury Bells        | 4.0-7.5  | Pasture Flower          | 5.0-6.0  | Pepper                  | 5.5-7.0  | Columna           | 4.5-5.5  | Plumbago                             | 5.5-6.5  |
| Cardinal Flower         | 4.0-6.0  | Paulownia               | 6.0-8.0  | Peppermint              | 6.0-7.5  | Corall Berry      | 5.5-7.5  | Podocarpus                           | 5.0-6.5  |
| Carnation               | 6.0-7.5  | Penstemon               | 5.5-7.0  | Pistacia                | 5.0-6.0  | Crassula          | 5.0-6.0  | Poinsettia                           | 4.0-7.5  |
| Cakile                  | 6.0-8.0  | Penny                   | 6.0-7.5  | Polato                  | 4.5-6.0  | Creeping Fig      | 5.0-6.0  | Polyscias                            | 6.0-7.5  |
| Celastia                | 6.0-7.0  | Pinkwillow              | 6.0-7.5  | Poinc - Sweet           | 5.5-6.0  | Croton            | 5.0-6.0  | Polias                               | 5.0-6.0  |
| Centaurea               | 5.0-6.5  | Petunia                 | 6.0-7.5  | Pumpkin                 | 5.5-7.5  | Crown of Thorns   | 4.0-7.5  | Prayer Plant                         | 5.0-6.0  |
| Cerastium               | 6.0-7.0  | Phlox                   | 6.5-7.5  | Radish                  | 6.0-7.0  | Cuphea            | 4.0-7.5  | Puncta                               | 5.5-6.5  |
| Chrysanthemum           | 6.0-7.0  | Pinks                   | 6.0-7.5  | Rice                    | 5.0-6.5  | Cyclamen          | 6.0-7.0  | Rubber Plant                         | 5.0-6.0  |
| Cissus                  | 6.0-7.5  | Pinksporum              | 5.5-6.5  | Rosemary                | 5.0-6.0  | Cyperus           | 5.0-7.5  | Sansiveria                           | 4.5-7.0  |
| Cistus                  | 6.0-7.5  | Plantain                | 6.0-7.5  | Sage                    | 5.5-6.5  | Daphne            | 6.5-7.5  | Saxifraga                            | 6.0-8.0  |
| Clarkia                 | 6.0-6.5  | Poligonum               | 6.0-7.5  | Shallot                 | 5.5-7.0  | Devil's Ivy       | 5.0-6.0  | Schizanthus                          | 6.0-7.0  |
| Cleanthus               | 6.0-7.5  | Polygonum               | 6.0-7.5  | Sorghum                 | 5.5-7.5  | Dierffenbachia    | 5.0-6.0  | Scllo                                | 6.0-8.0  |
| Clematis                | 5.5-7.0  | Poppay                  | 6.0-7.5  | Soy bean                | 5.5-6.5  | Dipladenia        | 6.0-7.5  | Selaginella                          | 6.0-7.0  |
| Colchicum               | 5.5-6.5  | Portulaca               | 5.5-7.5  | Spearmint               | 5.5-7.5  | Dizygotheca       | 6.0-7.5  | Senecio                              | 6.0-7.0  |
| Columbine               | 6.0-7.0  | Primrose                | 5.5-6.5  | Squash                  | 6.0-7.5  | Dracaena          | 5.0-6.0  | Shrimp Plant                         | 5.5-6.5  |
| Convallulus             | 6.0-8.0  | Primula                 | 6.0-7.5  | Sweet                   | 6.5-7.5  | Dragon Tree       | 5.0-7.5  | Spanish Bayonet                      | 5.5-7.0  |
| Coriopsis               | 5.0-6.0  | Prunella                | 6.0-7.5  | Thyme                   | 5.5-7.0  | Dutchman's Pipe   | 6.0-8.0  | Spider Plant                         | 6.0-7.5  |
| Coranilla               | 6.5-7.5  | Prunus                  | 6.5-7.5  | Tomato                  | 5.5-7.5  | Easter Lily       | 6.0-7.0  | Star of Bethlehem                    | 6.0-8.0  |
| Corydalis               | 6.0-8.0  | Pyrethrum               | 6.0-7.5  | Turnip                  | 5.5-7.0  | Elephant's Ear    | 6.0-7.5  | Succulents                           | 5.0-6.5  |
| Cornflower              | 6.0-6.5  | Red Hot Poker           | 6.0-7.5  | Water Cress             | 6.0-8.0  | English Ivy       | 6.0-7.5  | Thunbergia                           | 5.5-7.5  |
| Cosmos                  | 5.0-8.0  | Rhododendron            | 4.5-6.0  |                         |          | Episcia           | 6.0-7.0  | Turk's Cap                           | 6.0-7.0  |
| Coleaster               | 6.0-8.0  | Rose                    |          |                         |          | Eucalyptus        | 6.0-8.0  | Umbrellatree                         | 5.0-7.5  |
| Crab Apple              | 6.0-7.5  | Hybrid Tea              | 5.5-7.0  | Apple                   | 5.0-6.5  | Fan Iris          | 6.0-8.0  | Velvet Plant                         | 5.5-6.5  |
| Crocus                  | 6.0-8.0  | Climbing                | 6.0-7.0  | Apricot                 | 6.0-7.0  | Feljoa            | 5.0-7.5  | Venus Flytrap                        | 4.0-5.0  |
| Cynoglossum             | 6.0-7.5  | Rambling                | 5.5-7.0  | Avocado                 | 6.0-7.5  | Ferns:            |          | Verbena                              | 6.0-8.0  |
| Daffodil                | 6.0-6.5  | Salvia                  | 6.0-7.5  | Banana                  | 5.0-7.0  | Bird's Nest       | 5.0-5.5  | Vinca                                | 6.0-7.5  |
| Dahlia                  | 6.0-7.5  | Sanipaulia              | 6.0-7.0  | Blackberry              | 5.0-6.0  | Boston            | 5.5-6.5  | Violet Flame                         | 6.0-7.0  |
| Day Lily                | 6.0-8.0  | Scabiosa                | 5.0-7.5  | Blueberry               | 4.0-6.0  | Button            | 6.0-8.0  | Wandering Jew                        | 5.0-6.0  |
| Delphinium              | 6.0-7.5  | Sea Grape               | 5.0-6.5  | Buttercup               | 6.5-7.5  | Christmas         | 6.0-7.5  | Weeping Fig                          | 5.0-6.0  |
| Deutzia                 | 6.0-7.5  | Sedum                   | 6.0-8.0  | Cherry                  | 6.0-7.5  | Cloak             | 6.0-7.5  | Winter Creeper                       | 5.5-7.0  |
| Dianthus                | 6.0-7.5  | Snapdragon              | 5.5-7.0  | Cranberry               | 5.5-6.5  | Feather           | 5.5-7.5  | Yucca Plant                          | 6.0-8.0  |
| Dogwood                 | 5.0-7.0  | Snowdrop                | 6.0-8.0  | Current                 | 6.0-8.0  | Hart's Tongue     | 7.0-8.0  | Zebra Plant                          | 5.0-6.0  |
| Edelweiss               | 6.5-7.5  | Soapwort                | 6.0-7.5  | Black                   | 5.5-7.0  | Holly             | 4.5-6.0  |                                      |          |
| Elaeagnus               | 5.0-7.5  | Speedwell               | 5.5-6.5  | Red                     | 6.0-8.0  | Maidenhair        | 6.0-8.0  | <b>ORNAMENTAL &amp; TURF GRASSES</b> |          |
| Enkianthus              | 5.0-6.0  | Spiraea                 | 6.0-7.5  | White                   | 6.0-8.0  | Rabbits Foot      | 6.0-7.5  |                                      |          |
| Erica                   | 4.5-6.0  | Spruce                  | 4.0-5.0  | Damson                  | 6.0-7.5  | Splenwort         | 6.0-7.5  | Bahai                                | 6.5-7.5  |
| Euphorbia               | 6.0-7.0  | Stock                   | 6.0-7.5  | Gooseberry              | 5.0-6.5  | Fig (Ficus)       | 5.0-6.0  | Bent                                 | 5.5-6.5  |
| Everlasting             | 5.0-6.0  | Stonecrop               | 6.5-7.5  | Grapefruit              | 6.0-7.5  | Filix             | 5.5-6.5  | Bermuda                              | 6.0-7.0  |
| Firethorn               | 6.0-8.0  | Sumach                  | 5.0-6.5  | Hazelnut                | 6.0-7.0  | Freesia           | 6.0-7.5  | Canada Blue                          | 4.5-6.5  |
| Forget-Me-Not           | 6.0-8.0  | Sunflower               | 6.0-7.5  | Hop                     | 6.0-7.5  | French Marigold   | 5.0-7.5  | Clover                               | 6.0-7.0  |
| Forsythia               | 6.0-7.5  | Sweet Pea               | 6.5-7.5  | Huckleberry             | 4.0-6.0  | Gardenia          | 5.0-6.0  | Kentucky Blue                        | 6.0-7.5  |
| Foxglove                | 6.0-7.5  | Sweet William           | 6.0-7.5  | Lemon                   | 6.0-7.0  | Genista           | 6.5-7.5  | Meadow                               | 6.0-7.5  |
| Fritillaria             | 6.0-7.5  | Syringa                 | 6.0-8.0  | Lychee                  | 6.0-7.0  | Geranium          | 6.0-8.0  | Pampas                               | 6.0-8.0  |
| Fuchsia                 | 5.5-6.5  | Tamarix                 | 6.5-8.0  | Mango                   | 5.0-6.0  | Gloxinia          | 5.5-6.5  | Red Top                              | 6.0-6.5  |
| Gaillardia              | 6.0-7.5  | Tabacco                 | 5.5-7.5  | Melon                   | 5.5-6.5  | Grape Hyacinth    | 6.0-7.5  | Rye                                  | 6.0-7.0  |
| Gazania                 | 5.5-7.0  | Trillium                | 5.0-6.5  | Mulberry                | 6.0-7.5  | Grape Ivy         | 5.0-6.5  | St. Augustine                        | 6.5-7.5  |
| Gentiana                | 5.0-7.5  | Tulip                   | 6.0-7.0  | Nectarine               | 6.0-7.5  | Gravillea         | 5.5-6.5  | Tall Fescue                          | 6.0-7.0  |
| Geranium                | 6.0-8.0  | Viburnum                | 5.0-7.5  | Peach                   | 6.0-7.5  | Hedera (Ivy)      | 6.0-7.5  | Velvet Bent                          | 5.0-6.0  |
| Geum                    | 6.0-7.5  | Violet                  | 5.0-7.5  | Pear                    | 6.0-7.5  | Heliotropium      | 6.0-8.0  | Zoysia                               | 6.0-7.0  |
| Gladioli                | 6.0-7.0  | Virginia Creeper        | 5.0-7.5  | Pineapple               | 5.0-6.0  | Hens & Chickens   | 6.0-7.0  |                                      |          |
| Glabularia              | 5.5-7.0  | Wallflower              | 5.5-7.5  | Plum                    | 6.0-7.5  | Herringbone Plant | 5.0-6.0  |                                      |          |
| Godeia                  | 6.0-7.5  | Water Lily              | 5.5-6.5  | Pomegranate             | 5.5-6.5  | Hibiscus          | 6.0-8.0  |                                      |          |
| Goldenrod               | 5.0-7.0  | Wistaria                | 6.0-8.0  | Quince                  | 6.0-7.5  | Hyacinth          | 6.5-7.5  |                                      |          |
| Gourd                   | 6.0-7.0  | Yew                     | 4.0-6.0  | Rubus                   | 5.0-6.5  | Hoya              | 5.0-7.5  |                                      |          |
| Gypsophyllia            | 6.0-7.5  | Zinna                   | 5.5-7.5  | Rubus                   | 5.5-7.0  | Ice Plant         | 6.0-8.0  |                                      |          |
| Hawthorn                | 6.0-7.0  |                         |          | Strawberry              | 5.0-7.5  | Inch Plant        | 5.0-6.0  |                                      |          |
| Heather                 | 4.0-6.0  |                         |          | Watermelon              | 5.5-6.5  | Impatiens         | 5.5-7.5  |                                      |          |

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## Application for Special Permit (Dogs)

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**From** Inge Berlow <ingeberlow@gmail.com>

**Date** Fri 2025-10-17 3:02 PM

**To** Kimberly Ballance <cao-faro@faroyukon.ca>

To : Council of the Town of Faro

We strongly oppose that 12 dogs will be kept at 513 Douglas Drive and hope that the council will not permit that request.

We live in a residential area and would like to keep it that way. Under no circumstances should a kennel of 12 dogs be allowed within the limits of the Town of Faro. Dog kennels should be established outside of town.

Thank you for giving our opposition some serious consideration.

Regards

Horst and Inge Berlow



Outlook

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**Dog application for 513 Douglass Dr.**

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**From** Bill Wood <wrwood59@gmail.com>

**Date** Fri 2025-10-17 4:39 PM

**To** Kimberly Ballance <cao-faro@faroyukon.ca>

KIMBERLY,

My wife and I are definitely opposed to this application from Leithe Minder for the 12 dogs at her residence at 513 Douglass Dr.

BILL and Shannan Wood  
518 Douglass Dr

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## Special Permit Dogs at 513 Douglass Drive

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**From** June Hampton <fireweed-one@hotmail.ca>

**Date** Fri 2025-10-17 5:09 PM

**To** Kimberly Ballance <cao-faro@faroyukon.ca>

I just received your letter of Sep. 26 regarding this matter and I note that it will be on the agenda at the Council meeting next Tuesday, Oct. 21. I am hoping that this response will be in time to be included at your meeting.

I am totally against allowing this application. In the past anyone with a larger number of dogs has either used space on an industrial lot or outside of the developed part of the Town, mainly down Blind Creek Road.

I am in the process of trying to sell my house on Douglass and if the Town were to allow more than the currently permitted 3 dogs on a property or 5 by Special Permit that this could prove detrimental to the appeal of my property for a potential buyer.

Thank you for your consideration.

June Hampton, 526 Douglass Drive

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**Regarding Special Permit (Dogs)-Application Review**

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**From** Lorraine Wilcox <wilcox.lorraine@gmail.com>

**Date** Sun 2025-10-19 9:49 AM

**To** Kimberly Ballance <cao-faro@faroyukon.ca>

To whom it may concern,

We want to express our concern regarding the request for twelve dogs to be kept at 513 Douglass Drive. Though we are not currently residing in Faro, we do have our house on the market. We are concerned that the proximity of that many dogs and the noise that comes with them (multiple dogs barking can exceed 100Db which is over the maximum of 65Db in a residential area) will have a negative impact on our property value and our success in selling our property.

Thank you,  
Lorraine and Joshua Wilcox

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**Special permit application review - comment submission**

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**From** Traci M <traci91@hotmail.com>

**Date** Sun 2025-10-19 4:39 PM

**To** Kimberly Ballance <cao-faro@faroyukon.ca>

Thank you for the opportunity to comment on this application.

I understand that caring for multiple dogs is important to the applicant and I can appreciate and respect that this effort would take significant dedication. However, the number of animals raises concerns regarding noise levels, safety, and the overall impact on nearby properties. It exceeds what seems reasonable for a residential area and so it would be difficult to support a permit authorizing 12 dogs on a property. I would support a temporary permit so that if needed, the applicant has adequate time to find alternate arrangements to house the additional animals.

Tangential to this subject, setting clear and reasonable limits for livestock and pets within residential areas helps to ensure a fair balance for everyone in the neighborhood. If exceptions are made, it calls into question the purpose of having town bylaws. Precedence could be set that make it difficult to apply town bylaws equitably to all residents.

Regards,  
Traci



## Recommendation to Council

**Re:** Animal Control Bylaw 2016-05 – Special Permit – 513 Douglass Drive

**Date:** October 14, 2025

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### **Recommendation:**

That Council not approve the Special Permit requested by Lieth Minder to house 12 dogs at 513 Douglass Drive (Lot 318), but that a reasonable timeline be set to allow the owner to rehome the dogs, prior to enforcement action being initiated by the Town.

### **Background:**

Property Owners within 150 m of the subject property have been sent notice of this matter, in line with section 6.3.1 of the Animal Control Bylaw. There is no consideration in the bylaw for a property owner to have 12 dogs, so the process for a Special Permit application for 5 dogs was followed.

The Town of Faro has received several complaints about the subject property. These complaints have primarily related to noise from the dogs on the property, although the Town has also identified that none of the dogs have licences. The Town should not issue 12 licences to a single property owner, so some consideration of this has been taken when fines were issued.

An inspection of the property was completed by the CAO and Bylaw Enforcement Officer in September, in response to the complaints received. This visit did demonstrate recent efforts by the owner to clean up the property. Despite that effort, the size and location of the property is not suitable to house 12 dogs as it is undesirably impacting the adjacent properties due to the density of the dwellings in this zone.

The property owner does not qualify for a kennel permit or other waiver under the bylaw.

Note: The property owner was previously issued a Special Permit to house 6 dogs on the property in 2016. This permit has since expired, and the other conditions of the permit are no longer valid. That permit required the eventual reduction from 6 dogs to 2 dogs through either rehoming or through natural attrition. None of the dogs identified on the 2016 permit are remaining at the property.

Submitted by: Kimberly Ballance, CAO



## Town of Faro

### Faro Housing Development Grant Policy

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#### 1.0 **PURPOSE**

The Town of Faro recognizes the need to increase housing stock through the development of "missing middle housing" such as living suites, garden suites, and multi-unit housing. To facilitate housing development and meet the housing demands of our community, the Town is introducing a grant funding program to assist residents with offsetting the cost of developing new dwelling units within the municipal boundary, without needing to wait for new land to become available.

#### 2.0 **POLICY STATEMENT**

The Development Grant program aims to incentivize property owners to build living suites, garden suites, duplexes, multiple housing units and single-family dwellings in Faro by providing financial assistance for eligible development projects. The goal of this policy is to support housing development while increasing housing diversity and stock within the Town. This policy outlines the criteria, incentives, and guidelines for accessing this grant funding.

#### 3.0 **DEFINITIONS**

**Development Grant:** Financial assistance provided by the Town of Faro to support property owners in the construction of missing middle housing units, which include living suites, garden suites, and multi-unit housing.

**Garden Suite:** as defined by the Town of Faro Zoning Bylaw.

**Living Suite:** as defined by the Town of Faro Zoning Bylaw.

**Lottery:** A randomized selection process used to allocate Development Grant funds among eligible applicants who have met the necessary application criteria.

**Missing Middle Housing:** means diverse housing types, such as living suites, garden suites, duplexes and multi-unit housing, that can help meet the growing demand for affordable housing in urban areas.

**Multi-Unit Housing:** means duplexes, and multiple housing, as they are defined by

the Town of Faro Zoning Bylaw.

**Single Family Dwelling:** a single detached dwelling as defined by the Town of Faro Zoning Bylaw.

**Town:** means the Town of Faro.

#### **4.0 DEVELOPMENT GRANTS**

##### **4.0.1 Suite development**

- Eligible property owners may receive a Development Grant of up to \$30,000 per suite, for the construction of a living suite, garden suite, or both where the Town's Zoning Bylaw permits.

##### **4.0.2 Multi-Unit Housing development**

- Eligible property owners may receive a Development Grant of up to \$30,000 per unit, for the construction of multi-unit housing, to a maximum of \$90,000.

##### **4.0.3 Single Family Dwelling development**

- Eligible property owners may receive a Development Grant of up to \$30,000 to construct a new single-family dwelling.

#### **5.0 ELIGIBILITY CRITERIA**

5.0.1 The property must be located within the municipal boundary of the Town of Faro.

5.0.2 Applicants must own the property on which the housing development is to be constructed.

5.0.3 If the applicant is in an Agreement for Sale with the Yukon Government for a vacant lot, they may also be eligible for the grant.

5.0.4 The property and proposed development(s) must comply with the Town's Official Community Plan, Zoning Bylaw and the National Building Code.

5.0.5 Property taxes for the property must be paid and the property must be in good standing.

#### **6.0 GUIDELINES AND PROCEDURES**

6.0.1 **Application Process:** To receive a Development Grant as laid out in this policy, property owners must fill out the application form, identify the Development Grant stream(s) they are applying for, provide an approved development permit for the intended use of the funding, provide estimated costs for the project and attach all necessary documentation.

- 6.0.2 **Review and Lottery:** Applications will be reviewed and approved for entry into the Development Grant lottery which will be completed by a third party. If there are more applications than funding available, a lottery draw will take place. If there is more funding available than applications received, all applications will be approved, and the remaining funding will be utilized to offer another round of applications. The Town will attempt to notify all applicants of the outcome of their application within 2 business days of the lottery closing. Successful applicants will have 10 business days to notify the Town of their intention to accept the grant. If the funds are turned down or that time has elapsed without communication from the applicant, the Town will then offer the grant to subsequent applicant(s) on the waitlist.
- 6.0.3 **Disbursement of Funds:** Development Grant funds will be disbursed in two installments: 75% of the grant once half of the construction has been completed, and the remaining 25% once construction has been completed all required final inspection reports confirm compliance with governing codes and legislation. All Development Grant cheques will be made payable to the applicant.

## **7.0 IMPLEMENTATION OF POLICY**

- 7.0.1 Development Grant applications must be accompanied by an approved development permit for the proposed development of which the funding is being requested, along with other supporting information as requested in the application.
- 7.0.2 Applications for the Development Grant will be accepted for projects that were started after the Housing Accelerator Fund application date of January 01, 2025. The project start date will be determined by the issuance of the development permit to undertake the project.
- 7.0.3 Any developments for which funding is provided must be completed by December 1st, 2027, which is the end date of the CMHC Housing Accelerator Fund. Developments only partially completed prior to the deadline may be eligible for prorated funding.
- 7.0.4 Applications must comply with the Towns' Official Community Plan, Zoning Bylaw, policies and other bylaws.
- 7.0.5 A Development Grant for multiple suites on a single lot may be approved per suite, where permitted by the Town's Zoning Bylaw.
- 7.0.6 A Development Grant for a single-family dwelling and a secondary suite is permitted under this policy.

- 7.0.7 To receive the first disbursement of funds, the applicant must provide a cost breakdown, pictures, and list of work completed to show that half of the work has been completed.
- 7.0.8 To receive the last disbursement of funds, the application must provide a final cost breakdown, pictures and a list of the work completed. Final inspections reports will be required.
- 7.0.9 If a development or building permit is revoked, cancelled, voided or amended to be outside of the eligibility criteria, the Development Grant will be considered invalid. A new application may be resubmitted in such cases.
- 7.0.10 All applicants will sign a declaration that the unit(s) they are constructing with the Development Grant are not intended to be used for short-term rentals.
- 7.0.11 The Development Grant will cover up to 100% of actual, eligible costs, to the maximum amount prescribed for each grant stream.
- 7.0.12 The Development Grant cannot be used for the renovation of an existing unit, nor for landscaping or other improvements not directly related to the creation of a new unit(s).
- 7.0.13 Labour costs for work completed by the homeowner are not eligible for reimbursement.
- 7.0.14 Receiving a Development Grant under this policy does not preclude an applicant from applying for and receiving different grants, subsidies or loans provided by the Town or other organizations.

## **8.0 LOTTERY PROCESS**

- 8.0.1 Once an application is deemed complete and is accepted by the Town of Faro, as described in section 9.0.4, the Applicant will be entered into a lottery to receive project funding.
- 8.0.2 The funding allocated for this project is \$360,000. If the amount requested through approved applications does not exceed \$360,000 by the time of the lottery, the Town of Faro reserves the right to disburse funding to approved applicants without a lottery process.

## **9.0 GENERAL INFORMATION**

- 9.0.1 Applications can be obtained by the Town of Faro by email at [housing@faroyukon.ca](mailto:housing@faroyukon.ca), in person at the Town Office located at 200 Campbell Street, Faro, or on the Town website at [www.faro.ca](http://www.faro.ca).
- 9.0.2 Completed application forms are to be returned to the Town of Faro in

person, by email to [housing@faroyukon.ca](mailto:housing@faroyukon.ca) or by regular mail.

9.0.3 Questions about the application can be directed to Graham White, Project Manager, [graham@elevatoryukon.com](mailto:graham@elevatoryukon.com).

9.0.4 An application for is considered complete when the following documents and requirements have been met:

- A completed and signed Development Grant application form.
- An approved Development Permit issued by the Town of Faro.
- Other supporting documents and information as requested in the Development Grant application.

9.0.5 Upon approval the applicant will be notified and forwarded a copy of the application and approval conditions.

## **10.0 TERM OF AGREEMENT**

10.0.1 The term of a Development Grant agreement cannot exceed December 1<sup>st</sup>, 2027.

10.0.2 Terms of the agreement will be reviewed on a yearly basis. Should no action be taken toward fulfilling the agreement by the applicant (e.g., no development activity), the Town of Faro reserves the right to revoke the agreement with written notice.

**POLICY TITLE:** Faro Housing Development Grant Policy

**EFFECTIVE DATE:** Initially adopted on June 17, 2025 (25-221),  
Amended October 21, 2025 (25-XXX)

**RESOLUTION #:** 25-XXX

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Jack Bowers, Mayor

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Kimberly Ballance, CAO



**Minutes**  
**Town of Faro Special Council Meeting**  
**October 04, 2025, at 10:00 a.m.**  
**Council Chambers**

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**PRESENT:**

Mayor  
Councillors

Jack Bowers  
Wendy Michell-Larocque  
Gary Jones  
Michelle Vainio

Executive Assistant

Trudy Amos

Public Present: 3

Public on Zoom: 0

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**1. CALL TO ORDER**

Mayor Bowers called the meeting to order at 10:03 a.m.

**2. ADOPTION OF AGENDA**

**2.1 Council Meeting Agenda**

Resolution: 25-331

Vainio, Jones

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

Carried

Resolution: 25-332

Jones, Vainio

THAT Council do now move into Committee of the Whole.

Carried

A Round table of introductions was done for Mike Pemberton.

Council discussed the community concerns with Liberal Candidate of Watson Lake-Ross River-Faro, Lael Lund, and Liberal Leader Mike Pemberton, which consisted of Healthcare, Protected Area Strategy, Parsons, Tse Zul Camp Potable Water and Septic, Policing, Mining in the Yukon, Yukon Energy, and the Highways.

Resolution: 25-333

Michell-Larocque, Vainio

THAT Council do now move revert into Regular Meeting of Council.

Carried

Resolution: 25-334

Jones, Vainio

THAT Council do now extend the Special Council Meeting.

Carried

Resolution: 25-335

Vainio, Michell-Larocque

THAT the October 04, 2025, Special Meeting of Council be adjourned at 1:17  
p.m.

Carried

Approved at the Regular Meeting of  
Council held on October 21, 2025, by  
Resolution # 25-\_\_\_\_\_

\_\_\_\_\_  
Jack Bowers, Mayor

\_\_\_\_\_  
Michelle Vainio, Deputy Mayor



**Town of Faro  
Regular Meeting Minutes  
October 07, 2025, at 7:00 p.m.  
Council Chambers**

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**PRESENT:**

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

Delegation: Robert Pollhammer, Yukon Arctic Ultra  
Inspector Graham Gurski, M Division Yukon RCMP, and Sgt Cedric  
Prioulx, Ross River/Faro Detachment Commander

Public Present: 21    Public on Zoom: 2

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**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

2.1 Council Meeting Agenda

Resolution 25-336

Vainio, Michell-Larocque

**THAT** the agenda for the October 07, 2025, Meeting of Council be adopted as  
presented.

Carried

**3. DELEGATIONS**

The Mayor introduced Lael Lund, Yukon Liberal Party, and Patti McLeod, Yukon Party as  
candidates in the upcoming Territorial Election, and advised that the Public would be  
permitted to ask questions to them during Item 13, the Public Question period.

Resolution 25-337

Jones, Yee

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

Carried

3.1 Robert Pollhammer, Yukon Arctic Ultra

- Request to waive fees for use of the Recreation Centre foyer, kitchen, and  
youth lounge during the 2026 Event.

Attended Faro for the first time in 2024 and had a great event. The Yukon Race  
and the Arctic Ultra both changed their route and came through Faro. Great  
exposure for the community and Dena Cho trail. The athletes did some good

promotion through their social media channels. Noted he wasn't sure what the Yukon Quest has planned for their event at this point.

Thanked Council for the opportunity to hold this event in the community and requested that Council will consider his request to waive fees at the Recreation Centre for this event.

3.2 Inspector Graham Gurski, M Division Yukon RCMP, and Sgt Cedric Prioulx, Ross River/Faro Detachment Commander

- Introduction of New Ross River/Faro Detachment Commander

Sgt Prioulx introduced himself and provided an overview of his employment history throughout several northern communities, and is excited to be here to help this region and have an impact on the communities.

Inspector Gurski introduced himself and his responsibilities associated with supporting front line policing.

Sgt Cedric Prioulx provided an update on staff scheduling to provide staff coverage in both communities while they work to fill the vacancies in the district. He provided review of the Monthly Policing report.

Council requested clarification on some of the statistics presented. Council thanked the members for attending and emphasized the importance of community involvement, community policing, and maintaining staffing levels in the community.

Resolution 25-338

Vainio, Michell-Larocque

**THAT** Council do now revert into Regular Meeting of Council.

Carried

**4. BUSINESS ARISING FROM DELEGATION**

Resolution 25-339

Michell-Larocque, Vainio

**THAT** Council approves that fees be waived for the 2026 Yukon Arctic Ultra's use of the Recreation Centre's foyer, kitchen, and youth lounge for the duration of the event.

Carried

**5. ADOPTION OF MINUTES**

5.1 Minutes of the September 16, 2025, Regular Meeting of Council

Resolution 25-340

Jones, Yee

**THAT** the minutes of the September 16, 2025, Regular Meeting of Council be adopted as presented with the amendment of a change of date.

5.2 Minutes of the September 24, 2025, Special Meeting of Council

Carried

Resolution 25-341

Michell-Larocque, Jones

**THAT** the minutes of the September 24, 2025, Special Meeting of Council be adopted as presented with the amendment of the signing name from Mayor, Jack Bowers, to Deputy Mayor, Michelle Vainio.

Carried

**6. BUSINESS ARISING FROM MINUTES**

None.

**7. FINANCIAL**

7.1 Finance Report

Resolution 25-342

Jones, Vainio

**THAT** Council receive for information the Finance Officer's report, including the Payment Register Summary, and acknowledge the Cheque Register for the period September 11 to October 01, 2025.

Administration will advertise there is still funding available within the 2025 Community Lottery Program.

Carried

**8. REPORTS**

Mayor's Report

Mayor Bowers gave a verbal report.

Had a good meeting on Saturday with the Premier and Lael Lund, Liberal candidate for the riding. Discussed the fragility of the Yukon's electrical system and concerns associated with capacity and distribution. Recommended the importance for the community and local residents to be prepared for potential extended power outages. Discussed Grum mine and potential operational capacity and economic interest, including the Ross River Dene Council's interest in the project.

Council Reports

Councillor Yee summarized a verbal report.

Many people have complained to YESAB regarding the noise of the diesel generators running. Advised of the potential noise barrier that was identified in the YESAB application, and is interested to see if this barrier will materialize.

Advised of the community events that he had attended in Faro over the past few weeks. Identified that the statement made by the Mayor to the Yukon News, stating that Council respects the decision of the Minister to not order an inquiry in response to the petition, is not accurate. Yee noted that Council does not have an official position on the matter.

Noted that the Mayor made a statement to CBC about lobbying efforts on a nursing matter, but this was not an official position of Council. While everyone wants qualified nurses in Faro, Item 7.3 of the Code of Conduct indicates that the Mayor is supposed to speak to the official position of Council, and there isn't an official position on this matter

He advised that if Council is going to lobby for nursing coverage that all members of Council should be involved.

Advised that he had a good discussion with Patty McLeod, Yukon Party candidate, about employment, tourism and the natural environment's importance to the community, while considering the positive and negative aspects of the community's growth.

Councillor Michell-Larocque gave a verbal report.

Michell-Larocque attended the meeting with the Premier and heard about energy capacity concerns and an increased interest in building a lot more housing. Questioned whether energy production will be able to keep up with all the new builds.

Reminder that flu and vaccine season are here. The Health Centre will be providing vaccines starting next week.

Councillor Vainio gave a verbal report.

Councillor Vainio summarized the RPAY gathering. Gave a special thank you to Anne Morgan, who is long Executive Director of RPAY and Brenda Cozer, the organizer, and Town of Faro's Recreation Staff.

She summarized her attendance at the Arctic Winter Games presentation.

Reminded everyone that the Strategic Planning open house is on the 15<sup>th</sup> at the Recreation Centre.

Thank you to McMillan Outfitters, who were at the big red truck giving away 25 lb bags of packaged, frozen meat to the residents of Faro.

Councillor Jones gave a verbal report and summarized written report from the AYC conference in Carmacks.

Councillor Jones supports the communications with Health and Social Services. All of the mayor's communication was sent to the council members. A big thank you to Mayor Bowers.

#### Administration's Reports

##### **Chief Administrative Officer**

CAO Kimberly Ballance summarized her written report and noted that the Zoning Bylaw is not yet posted as we are awaiting receipt of updated maps. She responded to questions by Council.

##### **Operations Manager**

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

## **9. BYLAWS**

## **10. UNFINISHED BUSINESS**

### **10.1 Draft Procedural Bylaw**

Council discussed the draft including the proposed removal of the public question period, along with inclusion of S. 7.5 which would allow the Chair to authorize a

member of the public to speak to a given issue at any point during the meeting. Council discussed modifying the language for the end time for Special Meetings as being 3 hours from its start time. The scope of the reports from Mayor and Council was discussion, but perhaps this will be a procedure for Council rather than in the Procedural Bylaw. Council requested information on the process for adding agenda items of an urgent nature, the agenda creation process, and S. 6.1.1.n as potentially being the role of the CAO rather than the Chair.

Administration recommended that Council add a mock-Council meeting walkthrough to their upcoming Strategic Planning Workshop Special Meeting so they could familiarize themselves with the Consent Agenda Process. Following this, Council would be in a better position to provide the required notice to the public of its intention to consider the bylaw for first and second reading.

## 10.2 Recreation Centre Renovation Project

Council discussed the information presented and requested that Administration bring forward a report on the background of the school's involvement and interest in the Kitchen portion of the project.

## 11. NEW BUSINESS

### 11.1 Municipal Office Closure for Christmas Holidays

#### Resolution: 25-343

Jones, Michell-Larocque

**THAT** Council maintain the annual tradition of providing Town Staff with a paid half-day off on Christmas Eve (December 24<sup>th</sup>) and on New Year's Eve (December 31<sup>st</sup>); and,

**FURTHER THAT** Council approves that the Town Office be closed to the public between December 24, 2025, and January 2, 2026, and will re-open on January 5, 2026.

Carried

### 11.2 Input on 2026 Fees – Fees and Charges Bylaw

Council reviewed and discussed the RV Park fees, as well as other areas of the bylaw that required updating. Administration will bring forward proposed changes for the

### 11.3 Proposed Canada Community Building Fund (CCBF) Application – Automated Well Head Bleeder Proposal.

#### Resolution 25-344

Jones, Michell-Larocque

**THAT** Council approves the submission of an application to the Canada Community Building Fund (CCBF) for an Automated Well Head Bleeder Project; and

**FURTHER THAT** Council authorizes Administration to proceed with the project prior to funding approval. Carried

11.4 Special Meeting with Dr. Brendan Hanley, MP, and Stacey Hassard, MLA Pelly-Nisutlin, re: Faro Mine Remediation Project's Tse Zul Camp Potable Water and Septic Project.

Resolution 25-345

Jones, Vainio

**THAT** a Special Meeting of Council be held with Dr. Brendan Hanley, MP, and Stacey Hassard, MLA Pelly-Nisutlin, re: Faro Mine Remediation Project's Tse Zul Camp Potable Water and Septic Project at a time to be determined by Administration; and,

**FURTHER THAT** notice be provided in accordance with the Procedural Bylaw. Carried

11.5 Yukon Election – Potential All-Candidates Event for Faro  
Administration will attempt to work with Watson Lake on a shared, virtual event on October 22, and will follow up with Council on the Town hosting an in-person event if this is not viable.

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

- 12.1 Letter from Assistant Deputy Minister, Economic Development, dated September 16, 2025, re: Stakeholder Engagement on Removing Barriers to Internal Trade: Party-Specific Exceptions under the Canadian Free Trade Agreement
- 12.2 Email from Yukon Environmental and Socio-Economic Assessment Board (YESAB) dated September 16, 2025, re: Response about Faro Mine Remediation Project's Tse Zul Camp Potable Water and Septic Project
- 12.3 Letter from Director, Faro Mine Project, Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC) dated September 22, 2025, re: Response about Faro Mine Remediation Project's Tse Zul Camp Potable Water and Septic Project

Council requested clarification on the number of Faro residents who work for the mine, as well as the number of local contractors/subcontractors completing work for the mine.

- 12.4 Email from Canadian Union of Postal Workers, dated September 24, 2025, re: Canada Post Mandate Review

Council discussed sending a letter to the Minister emphasizing that Canada Post is an essential service in the community. Administration will draft and return the proposed letter to Council for approval.

### **13. PUBLIC QUESTION PERIOD**

Resolution 25-346

Jones, Yee

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

Carried

*Council responded to questions from the gallery.*

Resolution 25-347

Vainio, Yee

**THAT** Council do now revert into Regular Meeting of Council.

Carried

### **14. IN CAMERA**

- 14.1 Property Matter – in accordance with Municipal Act Section 213 (3)(b) Re: 20 Lapie Crescent
- 14.2 Property Matter – in accordance with Municipal Act Section 213 (3)(b) Re: Lot 206 / 559 Ladue Crescent
- 14.3 Employment Matter – in accordance with Municipal Act Section 213 (3)(c & d) Re: Manager of Operations

Resolution 25-348

Time: 9:25 p.m.

Jones, Michell-Larocque

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

Carried

### **In camera discussion**

Resolution 25-349

Michell-Larocque, Jones

**THAT** Council do now revert into Regular Meeting of Council.

Carried

### **15. ADJOURNMENT**

Resolution 25-350

Vainio, Jones

**THAT** the 7th day of October 2025, Regular Meeting of Council be adjourned at 9:54 p.m.

Carried

Approved at the Regular Meeting of  
Council held on October 21, 2025, by  
Resolution # 25-\_\_\_\_

\_\_\_\_\_  
Jack Bowers, Mayor

\_\_\_\_\_  
Kimerly Ballance, CAO

# Town of Faro

## Draft Budget Analysis

January through September 2025

|                                           | Jan - Sep 25     | Budget           | \$ Over Budget    | % of Budget |
|-------------------------------------------|------------------|------------------|-------------------|-------------|
| <b>Ordinary Income/Expense</b>            |                  |                  |                   |             |
| <b>Income</b>                             |                  |                  |                   |             |
| 0301 · Council/Legislative                | 1,333            | 1,300            | 33                | 103%        |
| 0302 · Administrative                     | 3,601,580        | 3,730,231        | -128,651          | 97%         |
| 0333r · Protective Service                | 29,263           | 34,256           | -4,993            | 85%         |
| 0338r · Public Works r                    | 78,402           | 83,800           | -5,398            | 94%         |
| 0345r · Environmental Use & Protection    | 473,953          | 450,300          | 23,653            | 105%        |
| 0355r · Economic Development              | 5,400            | 6,000            | -600              | 90%         |
| 0362r · Recreation and Culture            | 58,819           | 75,669           | -16,850           | 78%         |
| 4950000 · Amortization not Funded         | 0                | 1,200,000        | -1,200,000        | 0%          |
| 4999999 · Transfer from Gen. Surpl. Oper. | 0                | 97,986           | -97,986           | 0%          |
| <b>Total Income</b>                       | <b>4,248,750</b> | <b>5,679,542</b> | <b>-1,430,792</b> | <b>75%</b>  |
| <b>Gross Profit</b>                       | <b>4,248,750</b> | <b>5,679,542</b> | <b>-1,430,792</b> | <b>75%</b>  |
| <b>Expense</b>                            |                  |                  |                   |             |
| 0333e · Protective Services e             | 72,765           | 159,307          | -86,542           | 46%         |
| 0338e · Public Works e                    | 959,790          | 1,460,867        | -501,077          | 66%         |
| 0345e · Environmental Use and Protectio   | 402,027          | 591,370          | -189,343          | 68%         |
| 0355e · Economic Development e            | 37,306           | 43,110           | -5,804            | 87%         |
| 0362e · Recreation & Culture              | 579,899          | 785,731          | -205,832          | 74%         |
| 0370 · Council / Legislative              | 90,731           | 147,141          | -56,410           | 62%         |
| 0375 · Administrative e                   | 801,307          | 1,292,016        | -490,709          | 62%         |
| 5670000 · Amortization                    | 0                | 1,200,000        | -1,200,000        | 0%          |
| <b>Total Expense</b>                      | <b>2,943,825</b> | <b>5,679,542</b> | <b>-2,735,717</b> | <b>52%</b>  |
| <b>Net Ordinary Income</b>                | <b>1,304,925</b> | <b>0</b>         | <b>1,304,925</b>  |             |
| <b>Other Income/Expense</b>               |                  |                  |                   |             |
| <b>Other Income</b>                       |                  |                  |                   |             |
| 7000000 · Capital Funding                 | 0                | 732,297          | -732,297          | 0%          |
| <b>Total Other Income</b>                 | <b>0</b>         | <b>732,297</b>   | <b>-732,297</b>   | <b>0%</b>   |
| <b>Other Expense</b>                      |                  |                  |                   |             |
| 8000000 · Capital Expenditures            | 342,441          | 732,297          | -389,856          | 47%         |
| <b>Total Other Expense</b>                | <b>342,441</b>   | <b>732,297</b>   | <b>-389,856</b>   | <b>47%</b>  |
| <b>Net Other Income</b>                   | <b>-342,441</b>  | <b>0</b>         | <b>-342,441</b>   |             |
| <b>Net Income</b>                         | <b>962,484</b>   | <b>0</b>         | <b>962,484</b>    |             |



## TOWN OF FARO MEMORANDUM

To: Mayor & Council, CAO  
Date: October 15, 2025  
From: Lenka Kazda, General Manager, Finance  
Re: Report to Council Meeting October 21, 2025

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### Payroll:

10/15/2025    Town Employees    \$ 41,364.17    Sept 29 – Oct 12, 2025, Pay Period

### Payment Register Summary October 2 - 15, 2025

|                                |                    |
|--------------------------------|--------------------|
| Administration                 | \$6,109.68         |
| Environmental Services         | \$1,243.11         |
| Fire Dept                      | \$8,585.39         |
| Professional Fees & Remittance | \$22,484.68        |
| PW and Gardening               | \$4,663.34         |
| Recreation and CRIC            | \$14,200.56        |
| Utilities                      | \$5,337.53         |
| <b>Total</b>                   | <b>\$62,624.29</b> |

### Resolution: 25-\_\_\_\_

**THAT** Council receive for information the Finance Manager's report, including the Payment Register Summary and acknowledge the Cheque Register for the period October 2 to October 15, 2025.

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

Moved: \_\_\_\_\_

Seconded: \_\_\_\_\_

Any discussion?

All in Favour?

Carried/Defeated

# MAYOR'S REPORT

OCTOBER 17, 2025

So, do you have a backup plan in the event of an emergency? The Emergency Measures Office in Yukon will tell you that every household in Yukon must be prepared for an emergency for at least three days duration. Are you and your household prepared in the event of an actual emergency?

- Do you have a bug out bag ready to grab and go?
- In the event of a prolonged power outage during winter, have you a contingency plan?
- If our community is required to evacuate (from wildfire or flood or earthquake), where will you go?
- Who will look after those in the community who don't have the means to look after themselves or to evacuate?
- What about your pets?

Premier Pemberton said during his recent visit to Faro that all of Yukon was dangerously close to experiencing rolling electrical power blackouts last January. We've been told that due to lower water levels in our reservoirs we will be much more reliant on thermal energy power generation this year than we were in previous years. It's important for all of us to have a back up plan, just in case, the risk is real.

The upcoming strategic planning meetings will help to define the community's priorities for the next several years. Administration has sought input from council, staff and managers as well as the public. These ideas will help to form our strategic plan. A draft plan will be presented at a public meeting before the final draft is brought back to Council for approval. The big issues needing to be decided include a new ice plant for our arena, Rec Center kitchen and other improvements, major asphalt road improvements, future water and sewer infrastructure projects and how we manage them. Help us make the strategic plan your plan as well by participating in the review.

There's more to be done to improve the coverage in our nursing station. With Martha's departure expected in the coming months Faro's nursing station will be subject to rotational visits from nurses from outside our community who won't be familiar with our patients' needs or our health center. We won't have a doctor visiting during the month of November and the risk of future nursing station closures is very real. I encourage everyone to write to both the manager of our health center and the Premier expressing your concerns. The uncertainty over the future of our nursing station coverage should be a great concern for all of us.



## TOWN OF FARO MEMORANDUM

**To:** Mayor & Council

**From:** Kimberly Ballance, CAO

**Re:** CAO's Report to Council

October 16, 2025

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### **New Zoning Bylaw**

- Proposed Date for Public Open House to review/discuss Zoning By-Law updates with the public remains TBD. Awaiting response from Elevator Yukon.
- The draft Zoning Bylaw has been posted on the website, and maps are posted in Council Chambers.

### **Strategic Plan Process Implementation is underway**

- October 2-8 – All Individual Council Member Interviews have been completed
- October 15 – Public Open House was held on October 15. Five (5) people attended and provided input.
- Council Workshop date to be set – Saturday November 8 (tentative)

### **Land Matters**

- YG's Land Management Branch has advised that the proposed Country Residential lands identified in the Official Community Plan are not suitable for development.
- A presentation to Council will be set up to:
  - Review information on the factors they considered in the assessment;
  - Review the history of other sites within the municipal boundary that have been previously considered for this type of use; and
  - Seek direction from Council on alternate locations for a suitability review for Country Residential purposes.
- This presentation cannot occur during the election period.

### **All-Candidates Forum**

- Set for October 24, 2025 at 4:30 pm in the Recreation Centre
- Agenda / Public Question period rules have been proposed as follows:
  - 5 minutes for each candidate to introduce themselves and their platform (15-20 minutes)
  - Moderator to introduce rules for public question period (Question Period to be 45 min - 1 hour)

- 1 question per person (1 minute max)
  - Person should identify themselves and advise if their question is for a specific candidate or the entire panel.
- Candidate to respond (up to 2 minutes for each candidate)
- No follow up questions / rebuttal from questioner
- Members of the Public can ask multiple questions, but only once everyone has a chance to ask a question (subject to the time limit for the event).
- Candidates to each be given 2 minutes to wrap up the event / make their final pitch

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

- Servicing Standards report recommendation is included as a separate item on the Agenda

### **Procedural Bylaw**

- Mock-meeting walkthrough to be completed during the Strategic Planning Special Meeting.

### **Procurement Policy**

- Draft Policy is included as a separate item on the Agenda

### **Employment Matters**

- Union Members ratified the Collective Agreement following the October 3<sup>rd</sup> vote. The Agreement is included in the Agenda for Council's approval.
- Ongoing facilitation of Third-party Harassment Investigations.
- Update on Interviews for the Manager of Recreation and Culture will be provided in the Closed Session to Council.
- Re-advertisement of Manager of Operations position has begun.

### **Action Items:**

- Develop draft of the following for Council's consideration:
  - Violence and Harassment in the Workplace Policy – policy to be drafted and presented to JH&SC in November 2025.
  - Communications Policy – new with inclusion of existing Media Policy; will include specific social media and communication accessibility sections.
  - Policies that require review by Council but won't be prioritized until the Strategic Plan, Procedural Bylaw and Procurement Policy are completed.
    - Sale / Acquisition of Land Policy – new policy
    - Cemetery Bylaw – update to reflect existing practices
    - Animal Control Bylaw – update



**Town of Faro  
MEMORANDUM**

**To:** Mayor & Council

October 16, 2025

**From:** Mark Vainio, Operations Manager

**Re:** PW report to Council for October 21, 2025

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**Landfill/Bylaw** – Tiny is covering Landfill Office for now. We're doing garbage pickup and burying.

**Wells** – Still have to pour a pad around the wellhead and install the fence. We've contracted Mueller to install automatic valves for SCADA controlled bleeders to our wells. We would like it done this year as heat trace for Well 121 has failed and Well 161 doesn't have any frost protection.

**Water** –SCADA call-out auto-dialer (WIN911) is working properly. #2 Booster Pump VFD in Distribution PH3 has been repaired and is working on automatic.  
Hydrant flushing and winterizing is underway.  
Centrix (UV equipment) came for a site visit as they were going to the Faro Minesite. They wanted to inspect our equipment as it is obsolete, to ensure that they can continue to supply parts. I'm interested to see what their thoughts are regarding the scouring in our UV tubes.  
Chlorinator relay cable is on order. Running on second pump. We have spares in 3A if required.

**Property Development** – 2 new 20-amp plug-ins are installed and ready for new treadmills in Rec Centre. Replace fan motors in Pool area. TK Elevator (formerly Thyssenkrupp) no longer operates in Yukon. Venture Elevator (Prince George) does, but has not responded to my calls for a service contract and repair.

**Pumphouse 3 Backup Generator** - Still waiting for SCADA inputs for Genset. Adding all Backup Generators to our SCADA system.

**Gardening** – Still waiting for quote from Ibex for 2026 and are ordering irrigation parts.

**FireSmart** – Funding has been approved for \$40,000. Hiring in progress. Start at end of October. See attached map of area. We hope to do some trail work in the area as well.

**Mitchell Road Outhouse** – Did a project proposal with estimates and scope of work for submission to CIRNAC and YG who will both be funding the project. Construction expected for 2026 if approved. See attachment.

## Appendix B

### Project treatment area





P.O. Box 580, Faro, Yukon, Y0B 1K0

Phone: (867) 994-2728 • Fax: (867) 994-3154 • [cao-faro@faroyukon.ca](mailto:cao-faro@faroyukon.ca) • [www.faro.ca](http://www.faro.ca)

September 9, 2025

Pricing for Outhouse installation at truck pullout corner of Mitchell Road and Campbell Street.

Two handi-cap accessible outhouses – concrete, with polycarbonate roof panels, 1,000 gallon holding tanks.

\$15,115.00 each x 2 = \$30,230 + GST

Freight = \$17,350 + GST

Total Materials delivered = \$47,580 + GST

Permits/Inspections – YG Hwys & PW, EHS, YG Bldg Inspections

Equipment & Labour.

Excavator, Dump truck, plate tamper

Bedding material – 10 cu.m @ \$40/cu.m = \$400.00

Excavator – 20 hrs @ \$260/hr. = \$5,200.00

Dump Truck – 4 hrs @ \$240/hr. = \$960.00

Plate Tamper – one day = \$150.00

Labour – 48 hrs @ \$100/hr = \$4,800.00

Permitting - \$350.00

Total Costs

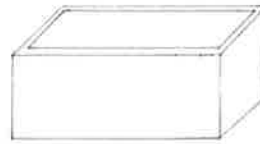
Materials - \$47,580

Equipment/Labour - \$11,860

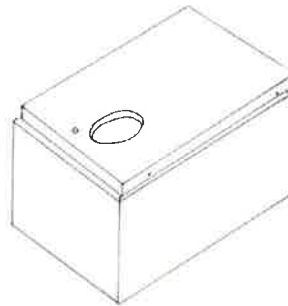
\$59,440

Contingency – 15% \$ 8,916

Total \$68,356 + 20% (Admin fee) = **\$82,027.20**



Concrete Holding Tank



Concrete Holding Tank & Floor/Lid



[ducouthouse-holding-tank.jpg](#)

## Description

Integrally Coloured Concrete Planks in Simulated Woodgrain Finish  
Comes complete with: Cedar Door, Roof and Rafters  
All Cedar is Sealed with Sikkens Cetol

### PCI-0031-B

**Wheelchair Accessible** Outhouse Building – (5200 lbs) 70"W x 70"D x "Includes:

- Toilet stem/seat/lid
- Paper holder
- Grab bars
- All hardware

**Call for pricing**

Roof material available in – Translucent or Metal panels

Included in Price

*WEBSITE PRICES ARE FOR QUOTATION PURPOSES ONLY AND ARE SUBJECT TO CHANGE WITHOUT NOTICE. SHOULD THERE BE ANY DISCREPANCIES IN PRICES DISPLAYED WE RESERVE THE RIGHT TO CORRECT THE PRICE WHEN FULFILLING YOUR ORDER. SEE OUR [TERMS & CONDITIONS](#)*

Hi Mark,

So, the outhouse building itself takes between three and four hours to assemble. Leveling the tank, putting lid/floor down and back filling takes usually about two hours. The outhouses also come with a set of very explanatory instructions. They are quite easy to assemble, and we are always available for any questions when installing. As for the 1000-gallon tank, the dimensions of it are 76" wide x 102" long x 52" tall, with the floor it adds 4" more in height. Usually, we like to keep the tank two inches above grade of ground then the bank/landscape dirt up to it. The hole requirements are typically dig two feet wider on all sides than tank dimension for leveling purposes. Yes, grab bars, toilet paper dispenser, coat hanger, stem/toilet seat, deadbolt lock, door, roof are included with the outhouse.

Thank you,  
Caitlin

**From:** Mark Vainio <operations@faroyukon.ca>  
**Sent:** September 9, 2025 1:15 PM  
**To:** Dwight Mackay <dwright@mackayprecast.com>  
**Subject:** Re: Website Inquiry

I'm putting together a scope for this project. I have two questions.

1. How long is the assembly time for each outhouse?
2. How deep is the excavation required for the 1000 gallon holding tank?
3. Are the accessories included in the price - ie toilet paper holder, toilet seat, grab bars? Will want the polycarbonate roof on both.

Sorry, I can't find the info on your website. I'll know in October if we'll be proceeding in early 2026.  
Thanks Caitlin.

MacKay Precast Concrete Products.



**Town of Faro - Bylaw 2023-04**

**Fees and Charges Bylaw**

**Schedule "A"**

*Approved Schedule as updated on **October 21, 2025***

*With Resolution **# 25-???***

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department     | Fee Type                            | Description                                | Additional Details                    | Unit                                           | Fee       | GST applicable | Effective Date for Fee |
|----------------|-------------------------------------|--------------------------------------------|---------------------------------------|------------------------------------------------|-----------|----------------|------------------------|
| Animal Control | Dog License                         | Annual, Neutered                           | Section 5                             |                                                | \$ 15.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Dog License                         | Annual, Unneutered                         | Section 5                             |                                                | \$ 30.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Dog License                         | Lifetime, Neutered                         | Section 5                             |                                                | \$ 50.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Dog License                         | Lifetime, Unneutered                       | Section 5                             |                                                | \$ 100.00 | GST Exempt     | 2024-05-01             |
| Animal Control | Dog License                         | Lifetime, Special Needs                    | Section 5                             |                                                | n/c       |                | 2024-05-01             |
| Animal Control | Cat License                         | Lifetime, Neutered                         | Section 5                             |                                                | \$ 10.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Cat License                         | Lifetime, Unneutered                       | Section 5                             |                                                | \$ 50.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Dangerous Animal                    | Annual                                     | Section 5.13                          |                                                | \$ 75.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Replacement of lost dog license tag |                                            | Section 5.9                           |                                                | \$ 5.00   | GST Exempt     | 2024-05-01             |
| Animal Control | Dog or Cat Permit                   |                                            | Section 6                             |                                                | \$ 50.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Kennel Permit                       | Annual                                     | Section 7.2                           |                                                | \$ 100.00 | GST Exempt     | 2024-05-01             |
| Animal Control | Special Permit                      |                                            | Section 8.2                           | subject to conditions identified on the permit | \$ 75.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Hen Permit                          |                                            | Section 9.1                           | per year                                       | \$ 50.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Dangerous Animal                    | License                                    | Section 11.6.3                        |                                                | \$ 75.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Impoundment                         | First in 12 month period with a license    | Section 13.9                          | Update fee to \$70                             | \$ 30.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Impoundment                         | First in 12 month period without a license | Section 13.9<br>Must purchase License | Update fee to \$70                             | \$ 50.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Impoundment                         | Second in 12 month period                  | Section 13.9                          | Update fee to \$105                            | \$ 80.00  | GST Exempt     | 2024-05-01             |
| Animal Control | Impoundment                         | Third or more in 12 month period           | Section 13.9                          |                                                | \$ 150.00 | GST Exempt     | 2024-05-01             |
| Animal Control | Impoundment                         | Daily care fee after first 24 hour period  | Section 13.10.3                       | Update fee to \$70                             | \$ 50.00  | GST Extra      | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department     | Fee Type         | Description                                         | Additional Details      | Unit | Fee       | GST applicable | Effective Date for Fee |
|----------------|------------------|-----------------------------------------------------|-------------------------|------|-----------|----------------|------------------------|
| Administration | Business License | Notice of Change                                    |                         |      | \$ 30.00  | GST Exempt     | 2025-01-01             |
| Administration | Business License | Request an Appeal                                   |                         |      | \$ 70.00  | GST Exempt     | 2025-01-01             |
| Administration | Business License | Class 1                                             | Resident                |      | \$ 10.00  | GST Exempt     | 2025-01-01             |
| Administration | Business License | Class 1                                             | Non-Resident            |      | \$ 20.00  | GST Exempt     | 2025-01-01             |
| Administration | Business License | Class 2                                             | Resident                |      | \$ 40.00  | GST Exempt     | 2025-01-01             |
| Administration | Business License | Class 2                                             | Non-Resident            |      | \$ 70.00  | GST Exempt     | 2025-01-01             |
| Administration | Business License | Class 3                                             | Resident                |      | \$ 80.00  | GST Exempt     | 2025-01-01             |
| Administration | Business License | Class 3                                             | Non-Resident            |      | \$ 140.00 | GST Exempt     | 2025-01-01             |
| Administration | Business License | Class 4                                             | Hawker-Pedlar           |      | \$ 140.00 | GST Exempt     | 2025-01-01             |
| Administration | Business License | Class 5                                             | Resident                |      | \$ 160.00 | GST Exempt     | 2025-01-01             |
| Administration | Business License | Class 5                                             | Non-Resident            |      | \$ 280.00 | GST Exempt     | 2025-01-01             |
|                |                  |                                                     |                         |      |           |                |                        |
| Administration | Property Taxes   | Annual Property Taxes are levied by separate Bylaws |                         |      |           |                | Due July 1st           |
|                |                  |                                                     |                         |      |           |                |                        |
| Administration | Photocopying     | Minimum Charge                                      |                         |      | \$ 5.00   | GST EXTRA      | 2024-05-01             |
| Administration | Photocopying     | Black                                               |                         | page | \$ 0.25   | GST EXTRA      | 2024-05-01             |
| Administration | Photocopying     | Black                                               | customer supplied paper | page | \$ 0.20   | GST EXTRA      | 2024-05-01             |
| Administration | Photocopying     | Colour                                              |                         | page | \$ 0.50   | GST EXTRA      | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

*Approved Schedule as updated on October 21, 2025*

*With Resolution # 25-???*

| Department     | Fee Type                                        | Description               | Additional Details      | Unit | Fee      | GST applicable | Effective Date for Fee |
|----------------|-------------------------------------------------|---------------------------|-------------------------|------|----------|----------------|------------------------|
| Administration | Photocopying                                    | Colour                    | customer supplied paper | page | \$ 0.45  | GST EXTRA      | 2024-05-01             |
| Administration | Fax                                             |                           |                         |      | \$ 5.00  | GST EXTRA      | 2024-05-01             |
| Administration | Tax Certificate                                 |                           |                         |      | \$ 25.00 | GST Exempt     | 2023-07-01             |
| Administration | Penalty on any invoices not paid within 90 days | as per Resolution #24-319 |                         |      | 10.00%   |                | 2024-09-17             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department     | Fee Type                            | Description                                  | Additional Details | Unit | Fee         | GST applicable | Effective Date for Fee |
|----------------|-------------------------------------|----------------------------------------------|--------------------|------|-------------|----------------|------------------------|
| Administration | Community Development - Advertising | Focused on Faro                              | One Page           |      | \$ 500.00   | GST Extra      | 2024-01-01             |
| Administration | Community Development - Advertising | Focused on Faro                              | Half Page          |      | \$ 300.00   | GST Extra      | 2024-01-01             |
| Administration | Community Development - Advertising | Focused on Faro                              | 1/3 Page           |      | \$ 200.00   | GST Extra      | 2024-01-01             |
| Administration | Community Development - Advertising | Focused on Faro                              | 1/6 Page           |      | \$ 100.00   | GST Extra      | 2024-01-01             |
| Administration | Community Development - Advertising | Focused on Faro - Local Societies and Groups | 1/6 Page           |      | n/c         |                |                        |
| Administration | Community Development - Advertising | Faro Guide                                   | Full Page          |      | \$ 650.00   | GST Extra      | 2024-01-01             |
| Administration | Community Development - Advertising | Faro Guide                                   | Half Page          |      | \$ 420.00   | GST Extra      | 2024-01-01             |
| Administration | Community Development - Advertising | Faro Guide                                   | Third Page         |      | \$ 315.00   | GST Extra      | 2024-01-01             |
| Administration | Community Development - Advertising | Faro Guide                                   | Quarter Page       |      | \$ 255.00   | GST Extra      | 2024-01-01             |
| Administration | Community Development - Advertising | Faro Guide                                   | Back Cover         |      | \$ 2,000.00 | GST Extra      | 2024-01-09             |
| Administration | Community Development - Advertising | Faro Guide                                   | Inside Cover       |      | \$ 1,300.00 | GST Extra      | 2024-01-09             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

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With Resolution # 25-???

| Department | Fee Type                                              | Description                               | Additional Details | Unit               | Fee       | GST applicable | Effective Date for Fee |
|------------|-------------------------------------------------------|-------------------------------------------|--------------------|--------------------|-----------|----------------|------------------------|
| Cemetery   | Plot License                                          | Purchase the plot                         |                    | Single Grave Plot  | \$ 100.00 | GST EXTRA      | 2024-05-01             |
| Cemetery   | Plot License                                          | Purchase the plot                         |                    | Add'l Grave Plot   | \$ 100.00 | GST EXTRA      | 2024-05-01             |
| Cemetery   | Transfer or Assignment of Cemetery License            |                                           |                    | Update fee to \$35 | \$ 10.00  | GST Exempt     | 2024-05-01             |
| Cemetery   | Interment Permit                                      |                                           |                    | Update fee to \$35 | \$ 20.00  | GST Exempt     | 2024-05-01             |
| Cemetery   | Excavating and Refilling Grave - Casket               |                                           |                    |                    | \$ 500.00 | GST EXTRA      | 2024-05-01             |
| Cemetery   | Excavating and Refilling Grave - Casket               | During November 1 -April 30 (winter work) |                    |                    | \$ 625.00 | GST EXTRA      | 2024-05-01             |
| Cemetery   | Excavating and Refilling Grave -Casket - Weekend Work |                                           |                    |                    | \$ 750.00 | GST EXTRA      | 2024-05-01             |
| Cemetery   | Excavating and Refilling Grave -Casket - Weekend Work | During November 1 -April 30 (winter work) |                    |                    | \$ 937.50 | GST EXTRA      | 2024-05-01             |
| Cemetery   | Excavating and Refilling Grave - Urn                  |                                           |                    |                    | \$ 200.00 | GST EXTRA      | 2024-05-01             |
| Cemetery   | Excavating and Refilling Grave - Urn                  | During November 1 -April 30 (winter work) |                    |                    | \$ 250.00 | GST EXTRA      | 2024-05-01             |
| Cemetery   | Excavating and Refilling Grave - Urn - Weekend Work   |                                           |                    |                    | \$ 300.00 | GST EXTRA      | 2024-05-01             |
| Cemetery   | Excavating and Refilling Grave - Urn - Weekend Work   | During November 1 -April 30 (winter work) |                    |                    | \$ 375.00 | GST EXTRA      | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department   | Fee Type                             | Description                             | Additional Details | Unit      | Fee       | GST applicable | Effective Date for Fee |
|--------------|--------------------------------------|-----------------------------------------|--------------------|-----------|-----------|----------------|------------------------|
| Zoning Bylaw | Development Permit - Applications    | Principle Building or Use               | Section 3          |           | \$ 550.00 | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Applications    | Accessory Building or Structure         | Section 3          |           | \$ 55.00  | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Applications    | Signs or Other                          | Section 3          |           | \$ 55.00  | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Applications    | Board of Variance                       | Section 3          |           | \$ 550.00 | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Applications    | Appeal to Council                       | Section 3          |           | \$ 550.00 | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Applications    | Bylaw Amendment                         | Section 4          |           | \$ 550.00 | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Voluntary Fines | Fail to obtain a Dev Permit             | Section 6.2        | up to ... | \$ 500.00 | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Voluntary Fines | Fail to comply w D P Conditions         | Section 6.2        | up to ... | \$ 500.00 | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Voluntary Fines | Fail to comply w Right of Entry         | Section 6.4        | up to ... | \$ 500.00 | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Voluntary Fines | Fail to comply w a Notice of Violation  | Section 6.3        | up to ... | \$ 500.00 | GST Exempt     | 2024-07-01             |
| Zoning Bylaw | Development Permit - Voluntary Fines | Parking a vehicle contrary to the bylaw | Section 7.7        |           | \$ 200.00 | GST Exempt     | 2024-07-01             |
|              |                                      |                                         |                    |           |           |                |                        |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department       | Fee Type                   | Description                                    | Additional Details                                    | Unit                           | New Fee   | Fee       | GST applicable | Effective Date for Fee |
|------------------|----------------------------|------------------------------------------------|-------------------------------------------------------|--------------------------------|-----------|-----------|----------------|------------------------|
| Equipment Rental | Equipment with Operator    | Front End Loader                               | add 50% for callout outside of regular business hours | per hour                       | \$ 260.00 | \$ 250.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Excavator                                      | add 50% for callout outside of regular business hours | per hour                       | \$ 270.00 | \$ 260.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Rubber Tire Backhoe                            | add 50% for callout outside of regular business hours | per hour                       | \$ 210.00 | \$ 200.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Grader                                         | add 50% for callout outside of regular business hours | per hour                       | \$ 310.00 | \$ 300.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | John Deere Tractor                             | add 50% for callout outside of regular business hours | per hour                       | \$ 155.00 | \$ 150.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Ride-On Lawn Mower                             | add 50% for callout outside of regular business hours | per hour                       |           | \$ 100.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | JD 450 Dozer                                   | add 50% for callout outside of regular business hours | per hour                       | \$ 190.00 | \$ 180.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Steam Trailer (w/ 2 operators min)             | add 50% for callout outside of regular business hours | per hour                       | \$ 260.00 | \$ 250.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Vactor Truck (w/ 2 operators min)              | add 50% for callout outside of regular business hours | per hour                       | \$ 570.00 | \$ 550.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Tandem Dump Truck                              | add 50% for callout outside of regular business hours | per hour                       | \$ 250.00 | \$ 240.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Pickup Trucks (plus applicable wage rate/hour) | add 50% for callout outside of regular business hours | per hour                       |           | \$ 65.00  | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Goose-neck Trailer                             | add 50% for callout outside of regular business hours | per day                        |           | \$ 100.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Reg. Trailer                                   | add 50% for callout outside of regular business hours | per day                        |           | \$ 50.00  | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment with Operator    | Sewer Camera (w 2 operators)                   | add 50% for callout outside of regular business hours | per hour                       |           | \$ 185.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment without Operator | Mobile Air Compressor                          | operator may be requested at applicable wage rates    | per day                        |           | \$ 300.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment without Operator | Plate Packer                                   | operator may be requested at applicable wage rates    | per day                        |           | \$ 150.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment without Operator | Thaw Machine                                   | operator may be requested at applicable wage rates    | per day / changing to per hour |           | \$ 30.00  | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Equipment without Operator | 2 - 3" Water Pump                              | operator may be requested at applicable wage rates    | per day                        |           | \$ 200.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Tire Change Over/Repairs   | Change Over, up to 20"                         | Tire/Rim must be off vehicle                          | unit                           | \$ 45.00  | \$ 30.00  | GST EXTRA      | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department       | Fee Type                          | Description                                           | Additional Details           | Unit                      | New Fee               | Fee       | GST applicable | Effective Date for Fee |
|------------------|-----------------------------------|-------------------------------------------------------|------------------------------|---------------------------|-----------------------|-----------|----------------|------------------------|
| Equipment Rental | Tire Change Over/Repairs          | Change Over, over 20"                                 | Tire/Rim must be off vehicle | unit                      | \$ 125.00             | \$ 100.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Tire Change Over/Repairs          | Flat Repair, up to 20"                                | Tire/Rim must be off vehicle | unit                      | \$ 45.00              | \$ 40.00  | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Tire Change Over/Repairs          | Flat Repair, over 20"                                 | Tire/Rim must be off vehicle | Plus applicable wage rate | \$ 125.00             | \$ 100.00 | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Small Equipment - Tool Rentals    | Subject to availability                               | Business hours only          | per day                   |                       | \$ 50.00  | GST EXTRA      | 2024-05-01             |
| Equipment Rental | Empty Sodium Hypochlorite Barrels |                                                       |                              | each                      |                       | \$ 40.00  | GST EXTRA      | 2024-05-01             |
| Equipment Rental | After Hours Call Out Fee          | Subject to mobilization and demobilization costs      | OR applicable wage rates     | Minimum                   |                       | \$ 320.00 | GST EXTRA      | 2024-05-01             |
| Service Fees     | Wages - TOF Employees             | During regular business hours                         |                              |                           |                       | \$ 80.00  | GST EXTRA      | 2024-05-01             |
| Service Fees     | Wages - TOF Employees             | Outside of regular business hours - two hours minimum |                              | per hour                  |                       | \$ 160.00 | GST EXTRA      | 2024-05-01             |
| Service Fees     | Sale of Materials and Supplies    | Cost to be confirmed by PW department                 |                              |                           | Market Value + 50% OH |           | GST EXTRA      | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

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With Resolution # 25-???

| Department | Fee Type                          | Description                                                                                                             | Additional Details                                               | Unit                          | Fee                    | Fee       | GST applicable | Effective Date for Fee |
|------------|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|-------------------------------|------------------------|-----------|----------------|------------------------|
| Landfill   | Tipping Fees and Controlled Waste | Brush and clean wood, compost                                                                                           |                                                                  |                               |                        | No Charge |                | 2023-07-01             |
| Landfill   | Tipping Fees and Controlled Waste | White goods not containing ODS                                                                                          | ODS = Ozone Depleting Substances                                 |                               |                        | No Charge |                | 2023-07-01             |
| Landfill   | Tipping Fees and Controlled Waste | Vehicle bodies (fluids drained, no ODS, tires off)                                                                      | SW Account Holders only                                          |                               |                        | \$ 102.40 | GST Exempt     | 2025-07-01             |
| Landfill   | Tipping Fees and Controlled Waste | Tires off rims                                                                                                          |                                                                  |                               |                        | No Charge |                | 2023-07-01             |
| Landfill   | Tipping Fees and Controlled Waste | E-waste                                                                                                                 |                                                                  |                               |                        | No Charge |                | 2023-07-01             |
| Landfill   | Tipping Fees and Controlled Waste | Scrap metal                                                                                                             |                                                                  |                               |                        | No Charge |                | 2024-07-01             |
| Landfill   | Tipping Fees and Controlled Waste | Bagged Residential Waste                                                                                                | Residential property <b>WITHOUT</b> an account at the Town       | per Bag                       |                        | \$ 10.24  | GST Exempt     | 2025-07-01             |
| Landfill   | Tipping Fees and Controlled Waste | Sorted waste Small Household Load for non-resident or owner of Faro residential property without an account at the Town |                                                                  | per Load                      |                        | \$ 102.40 | GST Exempt     | 2025-07-01             |
| Landfill   | Tipping Fees and Controlled Waste | Sorted Waste* Commercial                                                                                                |                                                                  | cubic metre (m <sup>3</sup> ) |                        | \$ 123.90 | GST Exempt     | 2025-07-01             |
| Landfill   | Tipping Fees and Controlled Waste | Unsorted Waste* Commercial                                                                                              |                                                                  | cubic metre (m <sup>3</sup> ) |                        | \$ 298.34 | GST Exempt     | 2025-07-01             |
| Landfill   | Special Handling Fees             | Tires on rims                                                                                                           | 24" or under, otherwise not accepted                             | per tire                      | \$ 45.00               | \$ 40.96  | GST Exempt     | 2025-07-01             |
| Landfill   | Special Handling Fees             | White Goods containing ODS                                                                                              |                                                                  | each                          |                        | \$ 66.56  | GST Exempt     | 2025-07-01             |
| Landfill   | Special Handling Fees             | Vehicles containing fluids or ODS (or if unknown), and/or with tires on                                                 |                                                                  | each                          |                        | \$ 204.80 | GST Exempt     | 2025-07-01             |
| Landfill   | Special Handling Fees             | Empty Heating oil tank (well drained)                                                                                   | TOF will no longer accept heating oil tanks that are not drained |                               |                        | \$ 76.80  | GST Exempt     | 2025-07-01             |
| Landfill   | Special Handling Fees             | Asbestos                                                                                                                |                                                                  | cubic metre (m <sup>3</sup> ) |                        | \$ 512.00 | GST Exempt     | 2025-07-01             |
| Landfill   | Residential Collection            | Urban Residential                                                                                                       |                                                                  | per quarter                   |                        | \$ 71.46  | GST Exempt     | 2025-07-01             |
| Landfill   | Residential Collection            | Country Residential                                                                                                     |                                                                  | per quarter                   | 71.46 with Collection? | \$ 35.73  | GST Exempt     | 2025-07-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department | Fee Type                                              | Description                                                         | Additional Details                                          | Unit                  | Fee | Fee       | GST applicable | Effective Date for Fee |
|------------|-------------------------------------------------------|---------------------------------------------------------------------|-------------------------------------------------------------|-----------------------|-----|-----------|----------------|------------------------|
| Landfill   | Commercial/Industrial Collection                      | 6 yard container                                                    | Where the Town supplies a container:                        | per quarter           |     | \$ 666.94 | GST Exempt     | 2025-07-01             |
| Landfill   | Commercial/Industrial Collection                      | 4 yard container                                                    | Where the Town supplies a container:                        | per quarter           |     | \$ 444.62 | GST Exempt     | 2025-07-01             |
| Landfill   | Commercial/Industrial Collection                      | Container to collect Cardboard                                      | Where the Town supplies a container:                        | per quarter           |     | \$ 307.20 | GST Exempt     | 2025-07-01             |
| Landfill   | Commercial/Industrial Collection                      | Other commercial premises                                           |                                                             | per quarter           |     | \$ 148.88 | GST Exempt     | 2025-07-01             |
| Landfill   | Excess waste dropped off at Waste Management Facility | Small Load from a residential household                             |                                                             |                       |     |           |                | 2023-07-01             |
| Landfill   | Regional Waste Transfers                              | Sorted Waste                                                        | conversion of $m^3 = \frac{3}{4}$ tonne, or at \$300/ tonne | cubic metre ( $m^3$ ) |     | TBD       | GST Exempt     | 2023-07-01             |
| Landfill   | Regional Waste Transfers                              | Demolition Materials                                                | conversion of $m^3 = \frac{3}{4}$ tonne, or at \$300/ tonne | cubic metre ( $m^3$ ) |     | TBD       | GST Exempt     | 2023-07-01             |
| Landfill   | Regional Waste Transfers                              | Un-Sorted Waste                                                     | conversion of $m^3 = \frac{3}{4}$ tonne, or at \$450/ tonne | cubic metre ( $m^3$ ) |     | TBD       | GST Exempt     | 2023-07-01             |
| Landfill   | Sale of Compost Material                              | Limit of 2 cubic metres per individual per year                     | as per Resolution 22-227                                    | per $m^3$             |     | \$ 30.07  | GST EXTRA      | 2025-07-01             |
| Landfill   | Call-out fee to open Landfill                         | During Town Public Works regular hours (Monday - Friday 8am-4:30pm) |                                                             |                       |     | \$ 51.20  | GST EXTRA      | 2025-07-01             |
| Landfill   | Call-out fee to open Landfill                         | Outside of regular business hours                                   | 2 hours overtime wage rate plus 50% OH                      |                       |     | \$ 327.68 | GST EXTRA      | 2025-07-01             |

# Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department      | Fee Type                | Description                     | Additional Details        | Unit      | New Fee  | Fee         | GST applicable | Effective Date for Fee |
|-----------------|-------------------------|---------------------------------|---------------------------|-----------|----------|-------------|----------------|------------------------|
| Recreation Fees | Recreation - Campground | Camp Site w 15 / 20 Amp & Water | John Connelly RV Park     | per Night | \$ 45.00 | \$ 50.00    | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Camp Site w 15 / 20 Amp & Water | John Connelly RV Park     | per Week  |          | \$ 275.00   | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Camp Site w 15 / 20 Amp & Water | John Connelly RV Park     | per Month |          | \$ 875.00   | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Camp Site w 50 Amp Full Service | Lapie Crescent Sites      | per Night | \$ 60.00 | \$ 65.00    | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Camp Site w 50 Amp Full Service | Lapie Crescent Sites      | per Week  |          | \$ 400.00   | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Camp Site w 50 Amp Full Service | Lapie Crescent Sites      | per Month |          | \$ 1,200.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Camp/Tent w/o hook-up           |                           | per Night |          | \$ 25.00    | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Camp/Tent w/o hook-up           |                           | per Week  |          | \$ 150.00   | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Camp/Tent w/o hook-up           | w additional tent on site | per Night |          | \$ 13.00    | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Camp/Tent w/o hook-up           | w additional tent on site | per Week  |          | \$ 79.00    | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Tenting in Over-Flow Area       |                           | per Night |          | \$ 16.00    | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | RV in Over-Flow Area            |                           | per Night |          | \$ 30.00    | GST Included   | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department      | Fee Type                | Description                                             | Additional Details        | Unit      | New Fee  | Fee       | GST applicable | Effective Date for Fee |
|-----------------|-------------------------|---------------------------------------------------------|---------------------------|-----------|----------|-----------|----------------|------------------------|
| Recreation Fees | Recreation - Campground | Unserviced Over-Flow Areas, designated Spec Town Events | (depending upon Approval) | per Night |          | \$ 13.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Over-Flow Areas, designated Special Town Events         | Determined by Council     |           |          |           | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Dump Station Use Only                                   | for Non-Resident          |           |          | \$ 10.00  | GST Exempt     | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Dump Station Use Only                                   | for Resident              |           |          | No Charge | GST Exempt     | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Shower Only                                             |                           |           | \$ 5.00  | \$ 7.00   | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Monthly Shower Pass                                     | for Resident              |           | \$ 45.00 | \$ 35.00  | GST Included   | 2024-07-17             |
| Recreation Fees | Recreation - Campground | Laundry                                                 | Washer                    |           |          | \$ 3.00   | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Campground | Laundry                                                 | Dryer                     |           |          | \$ 2.00   | GST Included   | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

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With Resolution # 25-???

| Department      | Fee Type                          | Description               | Additional Details             | Unit     | New Fee | Fee       | GST applicable | Effective Date for Fee |
|-----------------|-----------------------------------|---------------------------|--------------------------------|----------|---------|-----------|----------------|------------------------|
| Recreation Fees | Recreation - Facility Room Rental | Sportsman's Lounge        | Local Resident Rate            | per hour |         | \$ 40.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Sportsman's Lounge        | Non-Resident Rate              | per hour |         | \$ 100.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Youth Lounge              | Local Resident Rate            | per hour |         | \$ 35.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Youth Lounge              | Non-Resident Rate              | per hour |         | \$ 65.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Gymnasium                 | Local Resident Rate            | per hour |         | \$ 40.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Gymnasium                 | Non-Resident Rate              | per hour |         | \$ 100.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Weight Room               | Local Resident Rate            | per hour |         | \$ 40.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Weight Room               | Non-Resident Rate              | per hour |         | \$ 100.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Pool                      | (between 1 to 20 people)       | per hour |         | \$ 40.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Pool                      | (between 21 to 50 people)      | per hour |         | \$ 65.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Arena                     |                                | per hour |         | \$ 50.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Old Curling Rink          | Local Resident Rate            | per hour |         | \$ 40.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Old Curling Rink          | Non-Resident Rate              | per hour |         | \$ 100.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Rec Centre Concession     |                                | per hour |         | \$ 32.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | Arena Concession          |                                | per hour |         | \$ 32.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | After-Hours Staff Support |                                | per hour |         | \$ 38.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Recreation - Facility Room Rental | All Room Rentals          | 25% Discount for 10+ Hours/Day |          |         |           |                |                        |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department      | Fee Type                                                         | Description                                    | Additional Details                 | Unit               | New Fee   | Fee                 | GST applicable          | Effective Date for Fee |
|-----------------|------------------------------------------------------------------|------------------------------------------------|------------------------------------|--------------------|-----------|---------------------|-------------------------|------------------------|
| Recreation Fees | Recreation - Equipment Rental Fees                               | Folding tables taken off-site                  |                                    | per table/ per day |           | \$ 12.00            | GST Included            | 2024-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | Folding chairs taken off-site                  |                                    | per chair/ per day |           | \$ 3.00             | GST Included            | 2024-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | Dishes, pots, pans (returned clean)            |                                    | per day            |           | \$ 25.00            | GST Included            | 2024-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | Table Cloths                                   |                                    | per cloth/ per day |           | \$ 6.00             | GST Included            | 2024-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | Projector                                      | includes staff setup               | per day            |           | \$ 30.00            | GST Included            | 2025-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | Small Screen                                   | includes staff setup               | per day            |           | \$ 10.00            | GST Included            | 2025-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | Large Screen                                   | includes staff setup               | per day            |           | \$ 20.00            | GST Included            | 2025-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | PA System (speakers incl. mics)                | includes staff setup               | per day            |           | \$ 20.00            | GST Included            | 2025-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | Steam Table & Trays at Rec centre              | includes 3 trays with lids         | per day            |           | \$ 45.00            | GST Included            | 2025-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | Steam Table & Trays it taken out of Rec Centre | includes 3 trays with lids         | per day            |           | \$ 60.00            | GST Included            | 2025-05-01             |
| Recreation Fees | Recreation - Equipment Rental Fees                               | Popcorn Machine                                | not including popcorn and bags     | per day            |           | \$ 40.00            | GST Included            | 2025-05-01             |
| Recreation Fees | Recreation - Service                                             | Helium - 12" Latex Balloon                     | Advance notice required            | each               |           | \$ 2.00             | GST Included            | 2025-05-01             |
| Recreation Fees | Recreation - Service                                             | Helium - Small Foil Balloon                    | Advance notice required            | each               |           | \$ 5.00             | GST Included            | 2025-05-01             |
| Recreation Fees | Recreation - Service                                             | Helium - Large Foil Balloon                    | Advance notice required            | each               |           | \$ 10.00            | GST Included            | 2025-05-01             |
| Recreation Fees | <del>Recreation - Service</del>                                  | <del>Helium - XL Foil Balloon</del>            | <del>Advance notice required</del> | <del>each</del>    |           | <del>\$ 35.00</del> | <del>GST Included</del> | <del>2025-05-01</del>  |
|                 |                                                                  |                                                |                                    |                    |           |                     |                         |                        |
| Recreation Fees | Drop-In Rates - Arena, <del>Weight Room,</del><br>Squash, & Pool | Child 3 and under                              | with guardian                      | per day            | No Charge | n/c                 |                         | 2024-05-01             |
| Recreation Fees | Drop-In Rates - Arena, <del>Weight Room,</del><br>Squash, & Pool | Child (4-12 years)                             |                                    | per day            |           | \$ 4.00             | GST Included            | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

*Approved Schedule as updated on October 21, 2025*

*With Resolution # 25-???*

| Department      | Fee Type                                           | Description         | Additional Details                                                                                                                      | Unit    | New Fee | Fee      | GST applicable | Effective Date for Fee |
|-----------------|----------------------------------------------------|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------|---------|---------|----------|----------------|------------------------|
| Recreation Fees | Drop-In Rates - Arena, Weight Room, Squash, & Pool | Youth (13-18 years) | <i>Youth under 16 are not permitted to use the Weight Room. Youth (16-18) must be supervised by an adult when using the Weight Room</i> | per day |         | \$ 5.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Drop-In Rates - Arena, Weight Room, Squash, & Pool | Adult (19-59 years) |                                                                                                                                         | per day |         | \$ 6.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Drop-In Rates - Arena, Weight Room, Squash, & Pool | Senior (60+ years)  |                                                                                                                                         | per day |         | \$ 5.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Drop-In Rates - Arena, Weight Room, Squash, & Pool | Family (*)          |                                                                                                                                         | per day |         | \$ 15.00 | GST Included   | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

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*With Resolution # 25-???*

| Department      | Fee Type                 | Description         | Additional Details | Unit        | New Fee | Fee       | GST applicable | Effective Date for Fee |
|-----------------|--------------------------|---------------------|--------------------|-------------|---------|-----------|----------------|------------------------|
| Recreation Fees | Arena Fees (Season Pass) | Child (4-12 years)  |                    | Season Pass |         | \$ 42.00  | GST Included   | 2025-10-01             |
| Recreation Fees | Arena Fees (Season Pass) | Youth (13-18 years) |                    | Season Pass |         | \$ 54.00  | GST Included   | 2025-10-01             |
| Recreation Fees | Arena Fees (Season Pass) | Adult (19-59 years) |                    | Season Pass |         | \$ 66.00  | GST Included   | 2025-10-01             |
| Recreation Fees | Arena Fees (Season Pass) | Senior (60+ years)  |                    | Season Pass |         | \$ 54.00  | GST Included   | 2025-10-01             |
| Recreation Fees | Arena Fees (Season Pass) | Family (*)          |                    | Season Pass |         | \$ 108.00 | GST Included   | 2025-10-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

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With Resolution # 25-???

| Department      | Fee Type                    | Description                            | Additional Details                                              | Unit                      | New Fee | Fee       | GST applicable | Effective Date for Fee |
|-----------------|-----------------------------|----------------------------------------|-----------------------------------------------------------------|---------------------------|---------|-----------|----------------|------------------------|
| Recreation Fees | Weight Room Membership Fees | Youth <del>(13-18 years)</del> (16-18) | Youth must be supervised by an adult when using the Weight Room | 1 month                   |         | \$ 25.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Youth <del>(13-18 years)</del> (16-18) | Youth must be supervised by an adult when using the Weight Room | 3 months                  |         | \$ 50.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Youth <del>(13-18 years)</del> (16-18) | Youth must be supervised by an adult when using the Weight Room | 1 year                    |         | \$ 150.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Adult (19-59 years)                    | Key Deposit Required (not included in pricing)                  | 1 month<br>Local Resident |         | \$ 50.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Adult (19-59 years)                    | Key Deposit Required (not included in pricing)                  | 3 month<br>Local Resident |         | \$ 85.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Adult (19-59 years)                    | Key Deposit Required (not included in pricing)                  | 1 Year Local Resident     |         | \$ 250.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Adult (19-59 years)                    | Key Deposit Required (not included in pricing)                  | 1 month<br>Non-Resident   |         | \$ 60.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Adult (19-59 years)                    | Key Deposit Required (not included in pricing)                  | 3 month<br>Non-Resident   |         | \$ 100.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Adult (19-59 years)                    | Key Deposit Required (not included in pricing)                  | 1 year Non-Resident       |         | \$ 300.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Senior (60+ years)                     | Key Deposit Required (not included in pricing)                  | 1 month                   |         | \$ 25.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Senior (60+ years)                     | Key Deposit Required (not included in pricing)                  | 3 months                  |         | \$ 50.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Senior (60+ years)                     | Key Deposit Required (not included in pricing)                  | 1 year                    |         | \$ 150.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Family (*)                             | Key Deposit Required (not included in pricing)                  | 1 month                   |         | \$ 130.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Family (*)                             | Key Deposit Required (not included in pricing)                  | 3 months                  |         | \$ 220.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Weight Room Membership Fees | Family (*)                             | Key Deposit Required (not included in pricing)                  | 1 year                    |         | \$ 600.00 | GST Included   | 2024-05-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

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With Resolution # 25-???

| Department      | Fee Type                         | Description                              | Additional Details                             | Unit     | New Fee | Fee       | GST applicable | Effective Date for Fee |
|-----------------|----------------------------------|------------------------------------------|------------------------------------------------|----------|---------|-----------|----------------|------------------------|
| Recreation Fees | Squash Court Membership Fees     | Youth (13-18 years)                      |                                                | 1 month  |         | \$ 20.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Squash Court Membership Fees     | Youth (13-18 years)                      |                                                | 3 months |         | \$ 30.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Squash Court Membership Fees     | Youth (13-18 years)                      |                                                | 1 year   |         | \$ 50.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Squash Court Membership Fees     | Adult (19-59 years)                      | Key Deposit Required (not included in pricing) | 1 month  |         | \$ 30.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Squash Court Membership Fees     | Adult (19-59 years)                      | Key Deposit Required (not included in pricing) | 3 months |         | \$ 60.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Squash Court Membership Fees     | Adult (19-59 years)                      | Key Deposit Required (not included in pricing) | 1 year   |         | \$ 120.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Squash Court Membership Fees     | Senior (60+ years)                       | Key Deposit Required (not included in pricing) | 1 month  |         | \$ 20.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Squash Court Membership Fees     | Senior (60+ years)                       | Key Deposit Required (not included in pricing) | 3 months |         | \$ 30.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Squash Court Membership Fees     | Senior (60+ years)                       | Key Deposit Required (not included in pricing) | 1 year   |         | \$ 50.00  | GST Included   | 2024-05-01             |
|                 |                                  |                                          |                                                |          |         |           |                |                        |
| Recreation Fees | Faro Pool - Season's Pass        | Child (4-12 years)                       |                                                |          |         | \$ 75.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Faro Pool - Season's Pass        | Youth (13-18 years)                      |                                                |          |         | \$ 75.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Faro Pool - Season's Pass        | Adult (19-59 years)                      |                                                |          |         | \$ 100.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Faro Pool - Season's Pass        | Senior (60+ years)                       |                                                |          |         | \$ 75.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Faro Pool - Season's Pass        | Family (*)                               |                                                |          |         | \$ 200.00 | GST Included   | 2024-05-01             |
| Recreation Fees | Faro Pool - Swim Lesson/Aqua Fit | 8 lessons/classes (30-min-session)       |                                                |          |         | \$ 60.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Faro Pool - Swim Lesson/Aqua Fit | 1 lesson/class (30-min-session)          |                                                |          |         | \$ 10.00  | GST Included   | 2024-05-01             |
| Recreation Fees | Faro Pool - Swim Lesson/Aqua Fit | Private lesson/class (30-minute-session) |                                                |          |         | \$ 30.00  | GST Included   | 2024-05-01             |

**Notes:** Drop-in and passes do not include programming unless otherwise specified.  
Campsite Rentals include dumping at the dump station.

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

*Approved Schedule as updated on October 21, 2025*

*With Resolution # 25-???*

| Department | Fee Type | Description | Additional Details | Unit | New Fee | Fee | GST applicable | Effective Date for Fee |
|------------|----------|-------------|--------------------|------|---------|-----|----------------|------------------------|
|------------|----------|-------------|--------------------|------|---------|-----|----------------|------------------------|

The renter agrees to rent all equipment rentals are in "as-is" condition and the costs of replacement of equipment due to loss or damage outside of regular wear and tear will be the responsibility of the renter.

\$25.00 FOB Deposit is Required to gain access to the weight room and squash court out side of regular hours (not included in pricing)

FOB deposits can be returned for up to 1 year of being inactive. FOBs inactive for more than 1 year no longer qualify for a deposit return.

|                     |                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |  |  |  |
|---------------------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|--|
| <b>Memberships:</b> | Child           | Ages 4-12                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |  |  |  |
|                     | Youth           | Ages 13-18                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |  |  |  |
|                     | Adult           | Ages 19-59                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |  |  |  |  |  |
|                     | Senior          | Age 60+                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |  |  |  |  |
|                     | Family          | Family is defined as 2 adults and all children up to age of 18 living in the same residence. A Family membership may include adult children to the age of 25 provided they are currently enrolled in a full-time educational program. Family Memberships are only available to local residents.                                                                                                                                                                         |  |  |  |  |  |  |
|                     | Local Residents | A local resident is defined as someone who has a residence in Faro. This includes those living in Faro who own or rent their home, and seasonal residents who own their seasonal home in Faro.<br>In order to get the local resident membership rate the resident must provide proof they live in the Town by providing a local civic address and either a valid Yukon Drivers licence (or ID) with a Faro PO Box Number or a recent WSR invoice from the Town of Faro. |  |  |  |  |  |  |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department | Fee Type                                | Description                                   | Additional Details                               | Unit        | Fee      | GST applicable | Effective Date for Fee |
|------------|-----------------------------------------|-----------------------------------------------|--------------------------------------------------|-------------|----------|----------------|------------------------|
| Utilities  | Water & Sewer - Minimum User Access Fee | Minimum Monthly Charge - Turned On or Off     | User Access Fee to Underground Water/Sewer mains | Per Quarter | TBD      | GST Exempt     | 2025-07-01             |
| Utilities  | Residential: Water Utility Rates        | Each Dwelling Unit                            |                                                  | Per Quarter | \$164.78 | GST Exempt     | 2025-07-01             |
| Utilities  | Residential: Water Utility Rates        | Each Unconnected Dwelling Unit                | 50% of Connected Rate                            | Per Quarter | \$82.39  | GST Exempt     | 2025-07-01             |
| Utilities  | Residential: Apartments                 | First Apartment                               |                                                  | Per Quarter | \$164.78 | GST Exempt     | 2025-07-01             |
| Utilities  | Residential: Apartments                 | Second and each additional                    |                                                  | Per Quarter | \$90.63  | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Minimum Charge                                |                                                  | Per Quarter | \$164.78 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | First Business                                |                                                  | Per Quarter | \$164.78 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Each Additional Business                      |                                                  | Per Quarter | \$164.78 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Catering Service - Kitchen                    |                                                  | Per Quarter | \$179.75 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Catering Service - Other Facilities           | Per fixture                                      | Per Quarter | \$25.88  | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Office                                        | Per fixture                                      | Per Quarter | \$25.88  | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Garage - Service Station                      |                                                  | Per Quarter | \$164.78 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Vehicle or Equipment Wash Bay                 |                                                  | Per Quarter | \$329.57 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Theatre, Rec Centre, Health Centre, of School | Per fixture                                      | Per Quarter | \$25.88  | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Coin Laundry                                  | Each Machine                                     | Per Quarter | \$179.75 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Commercial Laundry                            | Each Machine                                     | Per Quarter | \$359.54 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates         | Hotel - Base Rate incl Boiler & Laundry       |                                                  | Per Quarter | \$179.75 | GST Exempt     | 2025-07-01             |

## Town of Faro - Fees & Charges Bylaw - Bylaw 2023-04 - Schedule "A"

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department | Fee Type                                                     | Description                                                                     | Additional Details                             | Unit                              | Fee                     | GST applicable | Effective Date for Fee |
|------------|--------------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------------------------|-----------------------------------|-------------------------|----------------|------------------------|
| Utilities  | Commercial: Water Utility Rates                              | Hotel - Rental Rooms or Dwelling Units                                          |                                                | Per Quarter                       | \$44.95                 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates                              | Hotel - Each Public Facility Fixture (e.g.: Restroom)                           |                                                | Per Quarter                       | \$25.88                 | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates                              | Lounge, Café, Tavern, Restaurant, Dining Room                                   |                                                | Per Quarter                       | \$179.75                | GST Exempt     | 2025-07-01             |
| Utilities  | Commercial: Water Utility Rates                              | Lounge, Café, etc. - Each Public Facility Fixture (e.g.: Restroom)              |                                                | Per Quarter                       | \$25.88                 | GST Exempt     | 2025-07-01             |
| Utilities  | Bulk Water Sales                                             | To Residential Properties within Town of Faro                                   |                                                | Per Cubic Meter (m <sup>3</sup> ) | \$3.41                  | GST Exempt     | 2025-07-01             |
| Utilities  | Bulk Water Sales                                             | To Commercial & Non-Residential Properties within Town of Faro                  |                                                | Per Cubic Meter (m <sup>3</sup> ) | \$6.83                  | GST Exempt     | 2025-07-01             |
| Utilities  | Bulk Water Sales                                             | To Residential Properties outside Town of Faro                                  |                                                | Per Cubic Meter (m <sup>3</sup> ) | \$20.42                 | GST Exempt     | 2025-07-01             |
| Utilities  | Bulk Water Sales                                             | To Commercial/Non-Residential Properties outside Town of Faro                   |                                                | Per Cubic Meter (m <sup>3</sup> ) | \$30.65                 | GST Exempt     | 2025-07-01             |
| Utilities  | Bulk Water Sales                                             | Residential Account Minimum                                                     |                                                | Per Quarter                       | \$54.48                 | GST Exempt     | 2025-07-01             |
| Utilities  | Bulk Water Sales                                             | Residential Account Maximum                                                     |                                                | Per Quarter                       | \$164.78                | GST Exempt     | 2025-07-01             |
| Utilities  | Bulk Water Sales                                             | Commercial/Non-Residential Account Minimum                                      |                                                | Per Quarter                       | \$164.78                | GST Exempt     | 2025-07-01             |
| Utilities  | Sewer Rates                                                  | 30% of the calc'd water charge, with minimum of \$49.43                         |                                                |                                   | 30% of water rate       | GST Exempt     | 2025-07-01             |
| Utilities  | Sewer Rates                                                  | Unconnected Building                                                            | Section 901(2)                                 |                                   | 100% of applicable rate | GST Exempt     | 2025-07-01             |
| Utilities  | Sewer Rates                                                  | Bulk Liquid Sewage Disposal                                                     |                                                | Per Load                          | \$306.43                | GST Exempt     | 2025-07-01             |
| Utilities  | Backflow Prevention Device                                   | Town-Supplied                                                                   | Includes fittings                              |                                   | \$138.24                | GST EXTRA      | 2025-07-01             |
| Utilities  | Turn curb stop on or off                                     | During regular business hours, call out fee applies outside of regular hours    | thawing or steaming frozen pipes not included. |                                   | \$100.00                | GST Exempt     | 2024-07-01             |
| Utilities  | Turn curb stop on - after being tuned off for a quick repair | During regular business hours, call out fee applies outside of regular hours    |                                                |                                   |                         |                | 2024-07-01             |
| Utilities  | Penalty                                                      | Charged if quarterly water, sewer and refuse invoices unpaid after the due date |                                                |                                   | 10%                     | GST Exempt     | 2024-07-01             |

Approved Schedule as updated on October 21, 2025

With Resolution # 25-???

| Department              | Fee Type                       | Description                                                                   | Additional Details                                        | Unit | Fee       | GST applicable | Effective Date for Fee |
|-------------------------|--------------------------------|-------------------------------------------------------------------------------|-----------------------------------------------------------|------|-----------|----------------|------------------------|
|                         |                                |                                                                               |                                                           |      |           |                |                        |
| Pad Rental (By Quarter) | Stalls 9, 19, 23, 24, 31,      | Raises in rent are governed by the <i>Residential Landlord and Tenant Act</i> | Notices must be mailed in June to be effective in October |      | \$ 222.83 | GST Exempt     | 2025-10-01             |
| Pad Rental (By Quarter) | Stalls 44, 47, 52, 55, 59      | Raises in rent are governed by the <i>Residential Landlord and Tenant Act</i> | Notices must be mailed in June to be effective in October |      | \$ 375.62 | GST Exempt     | 2025-10-01             |
| Pad Rental (By Quarter) | New Stall rentals on Ross Road |                                                                               |                                                           |      | \$ 750.00 | GST Exempt     | 2023-04-01             |
|                         |                                |                                                                               |                                                           |      |           |                |                        |



**TOWN OF FARO**

P.O. Box 580, Faro, Yukon, Y0B 1K0

Phone: (867) 994-2728 • [mayor@faroyukon.ca](mailto:mayor@faroyukon.ca) • [www.faroyukon.ca](http://www.faroyukon.ca)

**TOWN OF FARO**

October 21, 2025

Minister Joel Lightbound, MP  
Government Transformation, Public Services and Procurement  
House of Commons  
Ottawa, Ontario K1A 0A6

Sent by email: [joel.lightbound@parl.gc.ca](mailto:joel.lightbound@parl.gc.ca)

**RE: Canada Post Services in Remote Communities**

To the Honourable Joel Lightbound,

I am writing to you on behalf of the Council of the Town of Faro, to identify the importance of Canada Post services in our remote community. The recent, and ongoing, strike action has again highlighted the importance of the provision of Canada Post services. This is a critically important service for local community members, businesses and the Town of Faro's own local government service delivery.

We understand the need for Canada Post operate in a responsible and cost-effective manner but want to highlight that our remote area's needs are vastly different than urban and rural areas throughout much of the country. The Town of Faro has extremely limited delivery services to the community in terms of private enterprise and relies heavily on Canada Post for its delivery services.

We urge you, and the Canada Post Board of Directors, to take steps to restore reliable and consistent delivery of services in our community, and to continue to consider the needs of remote communities like ours.

Should you have any questions, please feel free to contact myself at [mayor@faroyukon.ca](mailto:mayor@faroyukon.ca) or our CAO, Kimberly Ballance at [cao-faro@faroyukon.ca](mailto:cao-faro@faroyukon.ca)

Sincerely,

Jack Bowers, Mayor  
Town of Faro



# **Funding Agreement – Amendment #1**

## **Canada Community-Building Fund Funding Agreement**

### **Town of Faro**

THIS AGREEMENT made at Whitehorse, Yukon on \_\_\_\_\_, 20\_\_\_\_

**BETWEEN:**

**The Government of Yukon**, as represented by the Minister

("GY")

**AND:**

**The Town of Faro**, being a local government established or continued under the Municipal Act R.S.Y. 2002 c. 154, as represented by the Mayor, or other authorized Officer

(the "Ultimate Recipient")

being the parties (the "Parties") to this Funding Agreement (the "Agreement").

**WHEREAS**

- A. Canada and GY have entered into the Administrative Agreement by which Canada provides funding administered by GY that helps communities build and revitalize their public infrastructure in the fiscal years 2024-2034.
- B. Under the Administrative Agreement, GY must enter into, and enforce the terms of, funding agreements with eligible Ultimate Recipients.
- C. The Recipient has applied for funding for the Project and GY has determined that the Project is one that is eligible for funding under the Administrative Agreement.



- D. By this Agreement, GY wishes to provide the Ultimate Recipient with funding for the Project.

**NOW THEREFORE** in consideration of the mutual promises contained in this Agreement, the Parties agree as follows:

**5.0 TERM OF THIS AGREEMENT:**

**5.1** Unless terminated earlier in accordance with this Agreement, this Agreement is in force when fully executed and to September 30, 2026.

**5.2** For greater certainty, provisions of this Agreement will survive its ending or termination as provided for in this Agreement, or as otherwise required to give full efficacy to the intent of this Agreement.

**8.0 PROVISION OF FINANCIAL ASSISTANCE:**

**8.1** GY will provide the Ultimate Recipient with funding for the Project in an amount not to exceed **\$2,471,604.81**.



**31.0 EXECUTION OF THIS AGREEMENT:**

**31.1** This Agreement may be executed in counterparts, each of which will be considered an original, and all of which will constitute one and the same document.

**ALL OF WHICH IS AGREED TO:**

**GOVERNMENT OF YUKON** by the  
Minister of Community Services:

  
\_\_\_\_\_

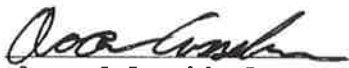
**Richard Mostyn**

)  
)  
)  
)  
)

October 1, 2025

\_\_\_\_\_  
Date Signed

**Witnessed by:**

  
[name], [position]

**TOWN OF FARO** by the Mayor:

)  
)  
)  
)  
)

\_\_\_\_\_  
**Jack Bowers**

\_\_\_\_\_  
Date Signed

**Witnessed by:**

\_\_\_\_\_  
[name], [position]



## Schedule G

### Project List

Below is a list of Accepted Proposal prepared by the Ultimate Recipient, as accepted by GY. If a Final CCBF Cost is listed, the project has been completed with GY and Canada.

Proposals can only be submitted by the Chief Administrative Officer (CAO) of the municipality or Executive Director (ED) of the First Nation. If the UR wants to delegate this authority, UR must provide YG a letter outlining positions titles that are allowed to submit applications to the CCBF administrator.

At signing of the agreement:

| Project ID | Project name                                    | Original CCBF budget | Final CCBF cost |
|------------|-------------------------------------------------|----------------------|-----------------|
| 2021-036   | Faro Distribution Building Backup Generator     | \$326,000.00         |                 |
| 2022-048   | Stabilizing Wall                                | \$22,240.00          |                 |
| 2022-065   | Official Community Plan                         | \$100,000.00         |                 |
| 2022-072   | SCADA System - Relocate & Upgrade Hardware      | \$80,000.00          |                 |
| 2022-073   | Rec Centre Detailed Kitchen Design              | \$50,000.00          |                 |
| 2022-074   | Landfill Monitoring Wells                       | \$130,000.00         |                 |
| 2023-032   | Emergency Water Well                            | \$250,000.00         |                 |
| 2024-007   | BST Roads in Faro                               | \$250,000.00         |                 |
| 2024-008   | Aquifer Protection Plan                         | \$30,000.00          |                 |
| 2024-009   | Water Treatment Plant-Electrical Power Upgrades | \$50,000.00          |                 |
| 2024-010   | Landfill Expansion-Survey & Subdivision         | \$30,000.00          |                 |
| 2024-014   | Confined Space Program & Safe Work Procedures   | \$32,000.00          |                 |
| 2024-023   | Faro Golf Course Survey                         | \$26,000.00          |                 |



|          |                              |             |  |
|----------|------------------------------|-------------|--|
| 2024-024 | Town Office Energy Upgrade   | \$30,000.00 |  |
| 2024-025 | New Water & Sewer Bylaw      | \$10,000.00 |  |
| 2024-028 | Rec Centre-Security Upgrades | \$15,000.00 |  |



## Schedule H

### Summary

#### Starting Balance of Trust April 1, 2024

|                |
|----------------|
| \$1,765,380.69 |
|----------------|

The **Funding Agreement Balance**, as defined and captured under **Section 8.1** of the Funding Agreement, represents the cumulative total of all financial commitments made over the 10-year term. This balance will **continue to increase for the duration of the agreement**, reflecting ongoing annual allocations, accrued interest, and unspent administrative funds.

#### Cumulative Funding Agreement Balance

|                |                |
|----------------|----------------|
| September 2024 | \$1,989,139.72 |
| September 2025 | \$2,471,604.81 |

**Schedule H** outlines all additions and subtractions made to the agreement since its original signing.

**Amendment #1**, dated September 2025, provides a current financial snapshot including updated revenue figures, expenses, and balance available in the trust.

| Fiscal Year | Notes                      | Opening Balance | Additions    | Subtractions | Available in Trust |
|-------------|----------------------------|-----------------|--------------|--------------|--------------------|
| 2024-25     | Pre-Funding Agreement      | \$1,765,380.69  | \$0.00       | \$0.00       | \$1,765,380.69     |
| 2024-25     | Original Funding Agreement | \$1,765,380.69  | \$223,759.03 | \$0.00       | \$1,989,139.72     |
| 2025-26     | Amendment 1                | \$1,989,139.72  | \$482,465.09 | \$385,469.34 | \$2,086,135.47     |

**Quarterly Reporting Reference:** For the most accurate and up-to-date representation of the actual available funds please refer to your quarterly reporting schedules. The quarterly reports serve as the authoritative source for validating both additions and subtractions and are used to reconcile the figures presented in Schedule H during each annual amendment.



# Transfer Payment Agreement

T00030621

## Project Funding for FireSmart (FS-802)

THIS AGREEMENT made at Whitehorse, Yukon on **October 20, 2025**.

**BETWEEN:**

**The Government of Yukon**, as represented by Minister of Community Services ('YG')

**AND:**

**Town of Faro**, a municipality under the laws of Yukon with an address of Box 580, Faro, Yukon Y0B 1K0 as represented by the Chief Administrative Officer (the 'Recipient')

being collectively the parties (the 'Parties') to this Transfer Payment Agreement (the 'Agreement').

**WHEREAS**

- A. The Recipient has submitted a proposal for one-time financial assistance of an endeavour called FS-802 which qualifies for support under the FireSmart program.
- B. YG wishes to provide the Recipient with financial assistance to support this endeavour.

**NOW THEREFORE** in consideration of the mutual promises contained in this Agreement, the Parties agree as follows:

## **1.0 This Agreement**

This Agreement, together with all the Schedules and appendices, shall be read collectively and constitutes the whole Agreement between the Parties, and no oral or written representations on its subject matter are valid unless incorporated in this Agreement.

## **2.0 Definitions and Interpretation**

### **2.1 In this Agreement:**

'Budget' means the total amount of revenues and expenses, including any 'in-kind' and 'own-resources' assistance, budgeted for the Project and detailing the use of Funds as set out in Schedule B;

'Financial Report' means a report of all actual and budgeted Project revenues and expenses;

'Fiscal Year' means the year commencing on April 1<sup>st</sup> in one calendar year and ending on March 31<sup>st</sup> in the following calendar year;

'Funds' means the financial assistance provided by YG to the Recipient pursuant to this Agreement;

'Project' means the activities and work plan as more fully described in Schedule A;

'Project Report' means a report of Project activities and deliverables;

'Records' means invoices, receipts, vouchers, bank statements and all transactional information pertaining to incurred expenses and commitments made by the Recipient or its agents in carrying out the Project and the obligations of this Agreement; and

'Terms of Payment' means the terms of payment as set out in Schedule C.



- 2.2 In this Agreement, words importing a singular number shall include the plural and vice versa, as required by the context.
- 2.3 In this Agreement, headings are inserted only for convenience of reference and shall not affect its construction or interpretation.

### **3.0 The Project**

- 3.1 The Recipient shall use the Funds to carry out the Project in accordance with Schedules A and B.
- 3.2 The Recipient shall comply with all laws, bylaws, and regulations of government authorities applicable to the Project during the term of this Agreement.
- 3.3 It shall be the responsibility of the Recipient to ensure all required permits and authorities are obtained and adhered to during the term of this Agreement, including but not limited to, any necessary Forest Resources or Burn Permits.

### **4.0 Term**

- 4.1 The term of this Agreement shall be from **October 20, 2025** to **March 20, 2026**.

### **5.0 Provision of Financial Assistance**

- 5.1 YG shall provide the Recipient with Funds for the purpose of the Project in an amount not to exceed **\$40,000**.
- 5.2 YG shall pay the Funds to the Recipient in accordance with the Terms of Payment (Schedule C).
- 5.3 The obligation of YG to provide the Funds is subject to the following:
- 5.3.1 the *Financial Administration Act* (Yukon);
  - 5.3.2 money being appropriated by the Legislature for the purpose of this Agreement;
  - 5.3.3 the Recipient abiding by the terms and conditions of this Agreement.



- 5.4 The Recipient warrants that it has declared all amounts owing to YG and that the Recipient is not in default of any payment schedule in respect of the amounts owing to YG.

## **6.0 Financial Accountability**

- 6.1 In respect of the Funds, the Recipient shall:

6.1.1 incur expenses only for the purposes of this Agreement;

6.1.2 allocate the Funds received in accordance with this Agreement;

6.1.3 submit to YG a Financial Report;

6.1.4 in the case of an interim Financial Report for the period **October 20, 2025** to **March 20, 2026**, submit it to YG on or before **March 20, 2026**; and

6.1.5 in the case of a final Financial Report for the term of this Agreement, submit it to YG on or before **March 20, 2026**, such final Financial Report, if required by YG, to be accompanied by:

- final report, in accordance with Schedule C (Appendix D)

- 6.2 YG shall not be obliged to pay any bills or other costs incurred during the term of this Agreement that are submitted more than **60** days after the expiry or termination of this Agreement.

- 6.3 Any Funds provided through this Agreement that are:

6.3.1 not expended at the expiry or termination of this Agreement;

6.3.2 not properly expended for the purposes of this Agreement; or

6.3.3 in excess of the reduced amount of Funds under 7.2



shall constitute a debt due to YG and shall, upon request by YG, be repaid immediately by the Recipient to YG. Any interest owing on this debt is calculated from the date the amount became repayable.

## **7.0 Reduction of the Funds**

7.1 The Recipient shall immediately advise YG in writing if:

7.1.1 the Recipient receives additional payments or, excepting volunteer time, any other form of contribution, gift, or grant in respect of the Project other than those described in the Budget; or

7.1.2 the Recipient or any other contributor reduce their contribution to the Project.

7.2 If it comes to the attention of YG that the Recipient received additional assistance referred to in 7.1, then YG may reduce the Funds by such amount as it may decide.

7.3 YG shall give the Recipient 30 days written notice before reducing the Funds.

7.4 The reduced amount of Funds under 7.2 shall be the amount of financial assistance for the purposes of this Agreement.

## **8.0 Project Reporting Requirements**

8.1 The Recipient shall:

8.1.1 submit to YG a Project Plan (Appendix C) prior to project commencement.

8.1.2 in the case of a final Project Report for the term of this Agreement, submit it to YG on or before **March 20, 2026** (Appendix D).

## **9.0 Audit**

9.1 The Recipient shall:



- 9.1.1 acknowledge that YG or its agents may audit any or all of the Records, including financial records of the Recipient or its agents, whether directly or indirectly related to this Agreement, as is necessary to satisfy YG that the objectives and activities of the Project have been carried out and that the Funds have been spent in accordance with the terms of this Agreement;
- 9.1.2 keep all Records for 2 years after the expiry or termination of this Agreement, unless otherwise notified in writing by YG that such information and documents are no longer needed;
- 9.1.3 make such Records available for audit by YG upon reasonable notice, and permit YG to audit and inspect the Records, and to take extracts from and make copies of the Records;
- 9.1.4 provide reasonable facilities to YG for such audits and inspections, and provide YG with all information necessary to understand the Records;
- 9.1.5 immediately reimburse YG any overpayments or non-allowed expenses, as determined by the audit; and
- 9.1.6 maintain any personal records in respect of this Agreement in an appropriate and confidential manner.

## **10.0 Access to Staff, Records and Premises**

- 10.1 Upon reasonable notice, the Recipient shall provide YG with access to the Recipient's staff, Records and premises for purposes related to monitoring, reviewing or auditing the activities undertaken in relation to this Agreement, and related to the evaluation of the effectiveness or efficiency of the Project.

## **11.0 Evaluation**

- 11.1 The Recipient shall maintain, in a manner acceptable to YG, case files and other data that may be required for on-going monitoring, review and evaluation of the Project.



- 11.2 The Recipient shall cooperate with YG in the event that YG undertakes, at its own expense, any evaluation studies in respect of this Project, and shall provide copies of existing information, data, and statistics that YG reasonably requires to carry out such evaluation studies.

## **12.0 Communication and Public Acknowledgement**

- 12.1 Any information released or announced to the public in any form by the Recipient in respect of the Project shall adequately acknowledge the contribution made by YG.
- 12.2 Any information released or announced to the public in any form by YG in respect of the Project shall adequately acknowledge the contribution made by the Recipient.

## **13.0 Legal Relationship**

- 13.1 Nothing in this Agreement shall create the relationship of principal and agent, employer and employee, partnership or joint venture between the Parties.
- 13.2 The Recipient shall not make any representation that the Recipient is an agent of YG and shall ensure that any officers, employees, contractors, members, agents or successors of the Recipient do not make any representation that could reasonably lead any member of the public to believe that the Recipient, its officers, employees, contractors, members, agents or successors are agents of YG.

## **14.0 Liability**

- 14.1 The Recipient shall use due care in carrying out the Project and in performing its obligations under this Agreement to ensure that it does not cause any injury (including death) to persons, damage or loss to property or infringement of rights.
- 14.2 YG shall not be liable for any action or inaction of the Recipient or any of the Recipient's officers, employees, contractors, members or agents during the performance of the Project.

- 14.3 YG shall not be liable for any injury to the Recipient, its officers, employees, contractors, members or agents or for any damage to or loss of property of the Recipient, its officers, employees, contractors, members or agents caused by, arising from, or in any way related to the performance of this Agreement.

## **15.0 Conflict of Interest**

- 15.1 No Member of the Yukon Legislative Assembly shall be admitted to any share or part of this Agreement or to any benefit arising from it, unless such benefits are available to the population at large.
- 15.2 No official or employee of the Government of Yukon shall be admitted to any share or part of this Agreement or to any benefit arising from it without the written consent of the official's or employee's Minister, unless such benefits are available to the population at large.
- 15.3 No current or former public servant or public officer holder to whom the *Conflict of Interest (Members and Ministers) Act*, Part 13 of the *Public Service Act*, the *Cabinet and Caucus Employees Act*, or Policy 3.39 of the Yukon Government General Administration Manual applies, shall derive any direct benefit from this Agreement, including any employment, payment or gifts, unless the provision and receipt of such benefits is in compliance with such legislation and policy.

## **16.0 Intellectual Property Rights**

- 16.1 Any material produced by the Recipient in carrying out its obligations under this Agreement shall vest in and remain the property of the Recipient, unless otherwise agreed. The Recipient shall inform YG as to what material, if any, has been produced under this Agreement.
- 16.2 The Recipient grants to YG a non-exclusive, irrevocable, worldwide, fully-paid and royalty-free licence to make, copy, translate, use, produce or further develop all materials for any purpose, except sale or licensing in commercial competition with the Recipient. YG's licence also includes the right to disclose the components to other organisations for information purposes only.

## **17.0 Confidentiality**

- 17.1 YG and the Recipient shall both protect any confidential information according to applicable federal, provincial or territorial legislation.
- 17.2 YG and the Recipient shall use all reasonable efforts to protect confidential information from disclosure to third parties. Such efforts shall be in accordance with the *Access to Information and Protection of Privacy Act* (Yukon).
- 17.3 The Recipient shall ensure that all personal information to which the Recipient or its officers, employees, contractors, members, agents or successors become privy, shall be treated as confidential and shall not be disclosed without the written consent of the individual to whom the information relates.
- 17.4 YG shall ensure that all personal information to which YG, its officers, employees, contractors and agents become privy shall be treated as confidential in accordance with the *Access to Information and Protection of Privacy Act* (Yukon).

## **18.0 Indemnification**

- 18.1 The Recipient shall save harmless and fully indemnify YG, its officers, employees, contractors and agents from and against all claims, liabilities, and demands arising directly or indirectly from:
- 18.1.1 any act, omission, or negligence of the Recipient, its officers, employees, contractors, members, agents or successors arising in connection with this Agreement;
- 18.1.2 any breach of this Agreement by the Recipient, its officers, employees, contractors, members, agents or successors unless such breach is a direct result of a breach by YG of its obligations under this Agreement; and
- 18.1.3 any injury (including death) to persons, damage or loss to property, infringement of rights, or any claims, demands, or liabilities whatsoever that may arise directly or indirectly out of the performance or non-performance (in whole or in part) of the Recipient's obligations under this Agreement;
- 18.2 The above indemnity shall include all reasonable legal costs.

**19.0 Assignment**

- 19.1 This Agreement shall not be assigned, transferred, subcontracted or otherwise delegated by the Recipient without the prior written consent of YG. Any attempt to assign, transfer, subcontract or otherwise delegate any of the rights, duties, or obligations of this Agreement without written consent is void and of no effect.

**20.0 Amendment**

- 20.1 Any amendments to this Agreement shall be made in writing and executed by both Parties.

**21.0 Successors**

- 21.1 This Agreement is binding upon the Parties and their respective administrators and successors.

**22.0 Severability**

- 22.1 If any of the terms or provisions of this Agreement are found invalid or unenforceable in whole or in part, then the remaining terms and provisions shall continue in full force and effect.

**23.0 Breach or Non-fulfillment**

- 23.1 The Recipient shall give YG notice of the breach or non-fulfillment of any provision of this Agreement.
- 23.2 The failure of the Recipient to give notice to YG of the breach or non-fulfillment of any provision of this Agreement shall not constitute acceptance by YG of:
- 23.2.1 the breach or non-fulfillment;
- 23.2.2 a further breach or non-fulfillment of the same provision; or
- 23.2.3 the breach or non-fulfillment of any other provision of this Agreement.

## **24.0 Termination**

- 24.1 Either Party may terminate this Agreement without cause by giving the other Party 30 days written notice of its intention to terminate.
- 24.2 The Recipient shall, within 30 days of giving or receiving notice of intention to terminate, discharge any outstanding obligations under this Agreement.
- 24.3 In addition to any default that would at law entitle YG to terminate the Agreement, any of the following shall also constitute a default by the Recipient:
- 24.3.1 the Recipient fails to perform or comply with any term, condition or obligation under this Agreement;
  - 24.3.2 the Recipient, in support of its application for funding, or proposal, or in connection with this Agreement, has made materially false or misleading representations or statements, or provided materially false or misleading information to YG;
  - 24.3.3 the Recipient fails to make progress so as to jeopardise the success or outcome of the Project in accordance with this Agreement;
  - 24.3.4 in the opinion of YG, there is a detrimental change in the Recipient's ability to carry out its responsibilities under this Agreement;
  - 24.3.5 the Recipient is no longer in good standing or ceases to operate;
  - 24.3.6 the Recipient becomes bankrupt or insolvent, goes into receivership or takes the benefit of any statute being in force from time to time relating to bankrupt or insolvency debtors; or
  - 24.3.7 the Recipient is dissolved, or an order is made or resolution passed for the winding up of the Recipient.
- 24.4 If, in the opinion of YG, an event of default occurs, then YG may, with prior notice to the Recipient and without restricting any remedies otherwise available:

- 24.4.1 arrange, under specific terms and conditions, for the Project to be completed or continued by another recipient;
- 24.4.2 require that the Recipient takes such reasonable actions as may be necessary to remedy the event of default;
- 24.4.3 audit or cause to have audited the accounts and Records of the Recipient;
- 24.4.4 direct the Recipient to repay forthwith to YG all or part of the Funds paid under this Agreement;
- 24.4.5 withhold all or part of the Funds payable under this Agreement; or
- 24.4.6 terminate the Agreement and YG's obligation to provide any further Funds to the Recipient.

24.5 YG may exercise any one or more of the remedies set out in 24.4.

## **25.0 Obligations Surviving Termination**

- 25.1 All obligations of the Recipient shall expressly, or by their nature, survive expiry or termination of this Agreement until, and unless, they are fulfilled, or by their nature, expire.

## **26.0 Notice**

- 26.1 Any written communication, report, or notice required pursuant to this Agreement may be given by personal delivery to the undersigned, or by email or by prepaid mail to the addresses set out below. A notice shall be considered to be received if delivered personally on the date of delivery; if delivered by email, two business days after transmission; or if delivered by mail, three business days after mailing.



If to YG:

Dawn Hansen, FireSmart and Fuels Management Specialist  
Yukon Government, Protective Services Branch (C19)  
Government of Yukon  
PO Box 2703  
Whitehorse, Yukon Y1A 2C6

Phone: (867) 332-8657  
Email: [Dawn.Hansen@yukon.ca](mailto:Dawn.Hansen@yukon.ca)

If to the Recipient:

Kimberly Ballance  
Chief Administrative Officer  
Town of Faro  
Box 580  
Faro, Yukon  
Y0B 1K0

Phone: (867) 994-2728, ext 4  
Email: [cao-faro@faroyukon.ca](mailto:cao-faro@faroyukon.ca)

## **27.0 Signing of this Agreement**

- 27.1 Each Party represents and warrants that it has full power and authority to enter into, perform, and execute this Agreement, and that each person signing this Agreement on behalf of a Party has been properly authorized and empowered to enter into and execute this Agreement.

## **28.0 Counterparts**

- 28.1 This Agreement may be executed in counterparts, each of which will be considered an original, and all of which will constitute one and the same document.



IN WITNESS WHEREOF the Parties have executed this Agreement by their duly authorized representatives on the date first written.

GOVERNMENT OF YUKON  
as represented by the  
FireSmart and Fuels Management Specialist

In the presence of

J Sharp  
(name and signature of witness 19 years of age or older)

Town of Faro  
as represented by the  
Chief Administrative Officer

In the presence of

G Power  
(name and signature of witness 19 years of age or older)

Dawn Hansen 14 Oct 2025  
Dawn Hansen

Kimberly Ballance  
~~Larry Baran~~  
Kimberly Ballance  
CAO

## **Schedule A**

### **Project**

#### **A1.0 Deliverables**

A1.1 The FireSmart Funding Program supports community safety by reducing the threat of wildfires. It supports job creation by developing and promoting the use of local resources and skills.

First Nations, municipal governments, registered non-profit organizations, and school councils are eligible to apply for funding.

FireSmart projects aim to address fire hazards in and around communities.

A1.2 The FireSmart Project consists of conducting a Treatment, as per the prescription in Appendix A, within the area defined on the map in Appendix B.

A1.3 The Project objectives are to:

- reduce the threat of wildfire to the community by conducting a fuel modification Treatment on the identified hazard;
- promote local employment and economic benefits to the community; and
- use the funds as efficiently as possible with the aim to increase the total area treated and decrease the overall cost per hectare.

#### **A2.0 Work Plan**

A2.1 The Recipient shall carry out the Project in accordance with the work plan as initially approved in writing by YG and included as Appendix A.

A2.2 The Recipient may, with the prior written approval of YG, revise the work plan from time to time to meet the Project deliverables set out in A1.0. For greater certainty, such revision does not constitute an amendment for the purposes of this Agreement.

### **A3.0 Work Schedule**

- A3.1 Operations shall not commence until signing of the Agreement by the Parties, and not before the October 20, 2025.
- A3.2 YG and the Recipient shall agree on a work schedule for operations prior to commencement of the project.
- A3.3 The Recipient shall make efforts to commence operations as soon as possible after signing of the Agreement and attainment of required permits and authorities.
- A3.4 The Recipient shall notify the local YG, Wildfire Management, FireSmart and Fuels Management Specialist **at least two business days prior to the commencement of operations.**
- A3.5 **The Recipient shall commence operations on or before November 17, 2025.** If the Recipient fails to comply with start date, YG reserves the right to de-commit the allocated funding and the Recipient must repay all funds advanced under this agreement.
- A3.6 All on-site treatment activities, including burn pile extinguishment and garbage removal from site shall terminate annually on or before **March 20, 2026** during the term of this Agreement.
- A3.7 The Recipient shall act in accordance with all applicable legislation and regulations.
- A3.8 The Recipient is required to notify residents of planned FireSmart Activities, and if there are questions or concerns, communicate those back to the FireSmart and Fuels Management Specialist.

## Schedule B

### Budget

#### B1.0 Budget and Expenses

B1.1 The Recipient shall carry out the Project in accordance with the Budget as approved in writing by YG and reflected in Schedule B

B1.2 Eligible expenses for the purposes of this Agreement shall be those expenses directly related to the Project for Fuels Treatments.

B1.2.1 Ninety (90) percent of the total Funds shall be allocated towards eligible expenses on the Treatment, and up to ten (10) percent of the funds may be claimed as an administration fee at the conclusion of the Project. The following table outlines the Budget for this Project:

| Budget Item        | Amount (\$)     |
|--------------------|-----------------|
| Fuel Treatment     | \$36,000        |
| Administration Fee | \$4,000         |
| <b>Total</b>       | <b>\$40,000</b> |

B1.3 The Recipient may, on prior written approval from YG, reallocate dollar amounts between eligible expenses within the approved Budget. For greater certainty, such reallocation does not constitute an amendment for the purposes of this Agreement.

B1.4 The following activities are not eligible for Funds:

- Conducting fuel treatments on private property

B1.5 If the Recipient elects to employ their own staff to implement the project then eligible expenses shall be the hourly wage of the employees including employer paid benefits.



B1.6 If the Recipient elects to hire a contractor to implement the project then eligible expenses shall be the agreed upon rate between the Recipient and the contractor. The Recipient shall ensure:

B1.6.1 Upon award of the contract, the contractual rate between the Recipient and the chosen contractor, shall be submitted to YG. Payments by YG to the Recipient will be determined based on area treated.

B1.6.2 If the Recipient hires a contractor, the contract entered into will be between the Recipient and the contractor and all contractual obligations will be between those two parties. For greater certainty, said contract, and all obligations within, will not be the responsibility of YG.

B1.6.3 The Recipient shall be responsible for making payment to the contractor.



## **Schedule C**

### **Terms of Payment**

#### **C1.0 Funds**

- C1.1 YG shall pay to the Recipient the Funds as follows:
- C1.2 Initial advance to the Recipient upon submission of the signed Transfer Payment Agreement, workplan (Appendix C), and confirmation that work has begun onsite by a designated YG staff member.
- C1.3 Interim Payment(s) to the Recipient may be issued upon request by the Recipient to an amount not exceeding work completed. Work completed will be determined by an inspection conducted by YG.
- C1.4 The initial advance may be used to pay staff salaries and must be used within eligible expenses and budget.
- C1.5 Prior to approving any interim payment YG will conduct a site inspection to confirm that the requested interim payment amount is in-line with progress of the Project.
- C1.6 The Recipient may claim up to ten (10) percent of the total annual Agreement costs as an administration fee. The administration fee shall not equal more than ten (10) percent of the total annual funding approved for the project as defined in Schedule B of this Agreement.
- C1.7 Formula for calculating eligible administration fee is as follows:  
(Actual monies spent on treatment / Total budgeted for treatment) X Budgeted Administration Fee

Deliverables to qualify for Payments:

| Deliverable                                                                                                                     | Percentage of total funds | Payment (\$) |
|---------------------------------------------------------------------------------------------------------------------------------|---------------------------|--------------|
| 1. Signed TPA,<br><br>2. Provided Work Plan (Appendix C),<br><br>3. Confirmation that work has begun on site by YG staff        | 50                        | \$20,000     |
| 1. Final site inspection by YG confirms project is complete to prescription<br><br>2. Final report submitted to YG (Appendix D) | 50                        | \$20,000     |

## **Appendix A**

### **FireSmart Treatment Prescription**

- Retain all healthy deciduous trees. Deciduous trees that look to be in poor health and will likely die soon anyways should be considered for removal to promote root suckering and/or stump sprouts.
- 3-4 metre stem spacing of conifer trees favouring removal of spruce type over pine type.
- Removal of all spruce regeneration less than 4 metres tall, removal of the majority of the pine less than 4 metres tall, retain pine regeneration spaced to 4 metres.
- Stems chosen for retention will be pruned to a height of 2 metres. Removal of limbs must be done without scarring the trunk of the tree.
- Removal of standing dead, leaning and down dead trees of all types; obvious bird habitat trees may be retained at a density of 6 per hectare.
- All woody debris (limbs, tops, rotted or dead materials unsuitable for fuel wood) should be burned on site.
- All fuel wood 12.5 cm in diameter or larger to be cut into 1.2 metre (4 foot) lengths and stacked for area residents use. Deciduous stems are not considered fuelwood and shall be disposed of along with slash. (see FRP)
- The contractor conducting the FireSmart treatment is not authorized to collect and/or retain the fuelwood from this project.
- Stumps to be cut as close to the ground as possible and must not exceed a height of 10cm with a stump angle of less than or equal to 10 degrees.
- Falling of trees to be done into the project area, no falling onto private properties or crown land not identified for FireSmart treatment.
- All work to be conducted in accordance with WCB regulations and applicable Yukon Government Permit(s). Yukon Electrical Company Limited must be notified prior to the commencement of any work in or adjacent to power line right of ways and any necessary permits must be obtained.
- All trails, if any, to be free of debris at the end of each work day.
- All contractor refuse (i.e. oil cans, water bottles, etc...) to be removed daily.
- Note: If any crew member sees what appears to be a historic artifact such as an old cabin, grave, arrowhead or shaft etc., stop working in that area and contact your contract supervisor.

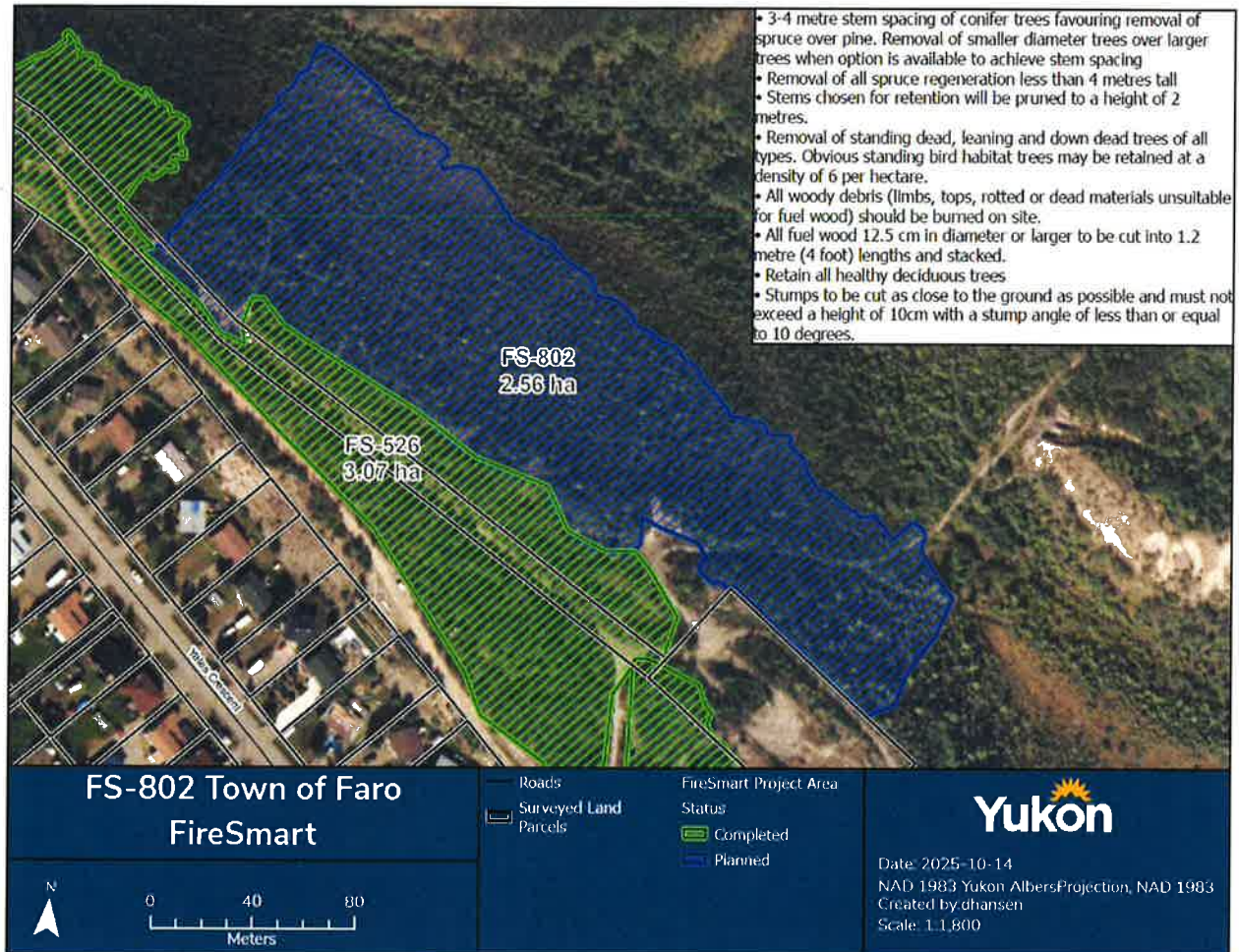
### **Burning Guidelines**

The following conditions must be strictly adhered to for burning:

- Fires must be small (no more than 1.5 metres X 1.5 metres) and should be hot to ensure complete combustion of material.
- Piles must be ignited using propane torches if accelerants are required for ignition.
- No more fires to be ignited than can be effectively supervised by contractor.
- Burning should not damage retained trees or be conducted on any known squirrel dens.
- All fires must be extinguished by the end of the day they were ignited.
- Burning must only occur during periods of good venting or when area winds are such that adjacent properties are not adversely affected by smoke.
- Contractor/staff will obtain a burning permit from Wildland Fire Management to burn material prior to October 1<sup>st</sup>
- For projects located within City of Whitehorse, Contractor/staff will obtain a burning permit from the City of Whitehorse for all annual burning commencing between Oct. 1 and March 31. No burning will occur prior to Oct. 1. All burning must be done in accordance with City of Whitehorse bylaw 2000-01 Emergency Services Bylaw and burning permit conditions.

## Appendix B

### Project treatment area





## Appendix C Work Plan

**Project #:** FS-802

**TPA #:** T00030621

**Proponent name:** Town of Faro

**Project start date (est.):** \_\_\_\_\_

**Project end date (est.):** \_\_\_\_\_

**Who will be doing the treatment:** \_\_\_\_\_

**Area size:** \_\_\_\_\_

**Estimated cost per hectare:** \_\_\_\_\_

## Appendix D Year End Report

### Background

The **Town of Faro** applied for and received financial assistance in the amount of \$40,000 as part of the FireSmart Program, Department of Community Services, Yukon Government. The project was to continue reducing forest fire hazards in Faro by reducing potential forest fire fuels.

The project manager for the Recipient was Kimberly Ballance.

### A. Objectives (as per Schedule A – A.1.3)

The Project objectives were to:

1. reduce the threat of wildfire to the community by conducting a FireSmart Treatment on the identified hazard,
2. promote local employment and economic benefits to the community,
3. use the funds as efficiently as possible with the aim to increase the total area treated and decrease the overall cost per hectare.

### B. Project Statistics

|                           |  |
|---------------------------|--|
| Project Start Date        |  |
| Project Completion Date   |  |
| Number of People Employed |  |
| Total Person Hours        |  |
| Total Area Treated (ha)   |  |



**C. Financial Reporting** fill out the tables that are pertinent to your project. Add information if necessary.

Budget Expense Summary

| Item               | Budget   | Expensed |
|--------------------|----------|----------|
| Treatment Contract | \$36,000 |          |
| Administration Fee | \$4,000  |          |
| Total              | \$40,000 |          |

Project Cost: \$ \_\_\_\_\_

**Signature**

The information provided in this report is in fulfillment of the reporting requirements of the Transfer Payment Agreement between YG and **Town of Faro**. I confirm that the information provided in this report is accurate to the best of my Knowledge.

Name: \_\_\_\_\_  
(print)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## **POLICIES & PROCEDURES MANUAL**

**Policy No. 002-2014**

**May 6, 2014**

**As Amended by Resolution No. 25-????**

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**TITLE:        Purchasing Policy**

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### **POLICY STATEMENT**

- To regulate, standardize and manage purchasing by the Town of Faro.
  - To obtain best value when purchasing goods, construction and services while treating suppliers equitably.
  - To use competitive processes that are transparent and fair to all suppliers.
  - To attempt to reduce the amount of solid waste requiring disposal and increase the energy efficiency of products through the purchase of environmentally responsible Goods and Services.
  - To comply with the requirements of Canadian Trade Agreements, such as the Canadian Free Trade Agreement (CFTA)
- 

### **DEFINITIONS**

CAO – shall mean the Chief Administrative Office appointed by the Council of the Town of Faro, or person designated as the Acting CAO.

Council – shall mean the Council of the Town of Faro

Special Circumstance – shall mean a situation or the threat of an impending situation, which may affect the environment, the life, safety, health and / or welfare of employees or the general public or the property of the residents of the Town of Faro, or to prevent serious damage, disruption of work, or to restore or to maintain essential service to a minimum level.

### **AUTHORITY**

1. The CAO:
  - a. is hereby authorized to establish administrative procedures as may be required to carry out the intent of this Policy.

- b. shall exercise administrative control over the procurement of Goods, Services or Construction within the limits and Policies established by Council.
- c. shall investigate areas or other procedures, which could have an advantageous result to the Town in purchasing procedures, such as cooperative buying with other organizations, whether public or private.
- d. may designate to any other properly authorized Corporation employee any part or parts of the responsibilities indicated in this Policy.
- e. is authorized and shall arrange for the payment of Goods, Services or Construction pursuant to the provisions of this Policy or Resolutions passed by Council.

### **CONDITIONS FOR PROCUREMENT OF GOODS, SERVICES OR CONSTRUCTION**

The following conditions shall apply to the procurement of Goods, Services or Construction for the Town of Faro:

- 2. All purchases shall be in accordance with approved budgets except where Council has by By-Law or Resolution directed otherwise.
- 3. Goods, Services or Construction shall be obtained from suppliers on terms and conditions, as would normally be good business practices, subject to the following:
  - a. on purchases up to and including \$35,000 (excluding taxes) as deemed most economical, practical and competitive by the CAO.
  - b. on purchases in excess of \$35,000, two (2) written quotations, proposals or bids shall be obtained from appropriate suppliers on a given good or service. The lowest, compliant quote should be accepted. If two (2) written quotations are not received from the appropriate suppliers, then documentation from the appropriate Department Head, which indicates that a letter was forwarded to the supplier(s) requesting a quotation for the Goods, Services or Construction but none have been received, must be available to Council. A Resolution may then be approved by Council to suspend this requirement.
  - c. on purchases in excess of \$50,000, a Council resolution is required prior to the award of a contract.
- 4. Consultants may be used to prepare specifications for tenders, quotations, or funding applications for other Government Agencies.
- 5. Sole sourcing may be used, at the discretion of the CAO, where a specific manufacturer or brand of product is required. Sole sourcing is not to be utilized to circumvent normal purchasing procedures. Written justification in the form of Schedule "A" is required to document the reason(s) why competition should be restricted and must be approved by the CAO prior to purchase.

6. In the event of a Special Circumstance, the conditions and practices as outlined in the Policy may be waived by the CAO.
7. The Town will not engage in procurement activities with a Vendor if they have an ongoing or pending legal action.

**PURCHASE ORDERS AND CONTRACTS**

8. The CAO shall establish procedures and practices for the issuance of Purchase Orders. Any such properly issued Purchase Order shall be considered a legal and binding document. Where a Purchase Order is based on a quotation, tender bid or proposal, reference to the quotation, tender bid or proposal must appear on the Purchase Order.
9. All Purchase Orders shall show a firm unit price if applicable and a lump sum total.
10. Purchase order approval limits shall be set as follows for Goods, Services or Construction that has been pre-approved by Council in accordance with Section 2.
  - a. Manager of Finance – \$35,000
  - b. Manager of Operations, Manager of Recreation and Culture – \$10,000
  - c. Foreman - \$5,000
  - d. Other employees as authorized by the CAO – up to \$2,000
11. Any formal Contract required as a result of these Policies or practices shall be reviewed by the CAO. This Agreement shall, at the discretion of the CAO may be reviewed by the Town's Legal Counsel.
12. Any formal Contract required as a result of section 3.c shall be approved by Council.

**EXEMPTIONS TO THE POLICY**

13. The following goods and services do not require adherence to Section 3 of this Policy:
  - a. Employee / Council Training and Education
    - i. Registration and Tuition fees for Conferences, Conventions, Courses and Seminars.
    - ii. Magazines, books and periodicals, unless the purchase of such products are subject to value-added services
  - b. Memberships, Refundable Employee / Councillor Expenses
    - i. Advances
    - ii. Meal Allowances

- iii. Travel
- iv. Miscellaneous – Non-Travel
- c. Employer's General Expenses
  - i. Payroll Deductions Remittances
  - ii. Medical
  - iii. Licences (Vehicles)
  - iv. Debenture Payments
  - v. Grants to Agencies
  - vi. Damage Claims
  - vii. Petty Cash Replenishment
  - viii. Tax Remittances
- d. Professional and Special Services
  - i. Committee Fees
  - ii. Legal fees and other Professional Services related to litigation or legal matters
  - iii. Funeral and Burial expenses
  - iv. Witness fees
  - v. Veterinary Expenses
  - vi. Advertising services
  - vii. Bailiff or Collection Agencies
  - viii. Audit Services
  - ix. Planning and/or GIS Professional Services
- e. Utility Charges
  - i. Electricity
  - ii. Tank Rentals
  - iii. Water / Sewer Fees
  - iv. Telephone / Cell Phone
  - v. Internet
  - vi. Fuel
- f. Postal Charges / Freight
- g. Payments under statutory authority
- h. Fines

**PETTY CASH**

14. The CAO may establish in any Department a Petty Cash Fund for such amount as determined from time to time to be sufficient to make change and to pay small accounts, having regard to the requirements of the Department. The CAO is authorized to develop procedures for the handling of Petty Cash Funds.

**DISPOSAL OF TOWN ASSETS**

15. The CAO shall provide authorization for all asset disposals where the estimated value is less than \$5,000 and may approve these disposals as donations to bona fide non-profit organizations.
16. Council shall determine the disposal process for assets with estimated value of \$5,000, which may include public bidding processes or donations.

**POLICY APPROVAL**

Date:

RESOLUTION NO.

\_\_\_\_\_  
CAO

\_\_\_\_\_  
Mayor

**APPENDIX A  
REQUEST FOR SOLE SOURCE**

The following statements, in my professional judgment, are correct. I have researched / investigated my requirements to support these findings. I also certify that no personal advantage, gain or privilege has (or will) accrued to me through the purchase from this vendor. I have reviewed the vendor's proposed costs and find those costs fair and reasonable for the technical effort proposed.

Investigator's name / signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Briefly describe the product/service you are requesting and its function.**

Please select the category (or categories) that best describe your sole source requirement. Answer the questions pertaining to that category (or categories).

**A. Compatibility to existing equipment, methodology, or training:**

1. With what other material must this requirement be compatible?
2. What are the unique properties that make this the only product compatible with existing material or research?
3. Provide any other supporting information, if applicable.

**B. Only known manufacturer of this product:**

1. What other manufacturers did you solicit information from?

**C. Only product that will meet the requirements of the intended use although other like items exist:**

1. What other manufacturers did you evaluate? Please identify the manufacturer and the product deficiencies that lead to their disqualification.
2. Provide other supporting research to document the need for this specific manufacturer, if applicable.

**D. Regional Sales / Support / Service:**

1. Is this the only known vendor to sell, support and/or service this type of product in this region?
2. If yes, give support of your need for immediate service as the primary requirement for vendor selection. Note: This alone will not qualify as a justification if there are other manufacturers that sell and service similar product within this region. Additional support would be required above.

**E. Provide any additional information not furnished above that supports your specific requirements necessitating single / sole source purchase:**



## Recommendation to Council

**Re:** Expression of Interest for 2026-2028 Engineering Services

**Date:** October 16, 2025

---

### For Direction:

Administration is recommending that the Town of Faro issue an Expression of Interest to qualified engineering firms for the provision of detailed engineering services and on-site project management services for upcoming projects such as:

- Road/Water/Sewer Contract Administration and Project Management (ex. Investing in Canada Infrastructure Program – Phase 3A)
- Design or assessment work for new projects (ex. Electrical Assessment for Recreation Centre Kitchen upgrades, Animal Shelter design, GIS / Asset Management Plan mapping)

As Council is aware, many projects require significant time and knowledge to determine the detailed requirements that meet the overall needs and requirements of the Town of Faro. These skills are not available in house.

At the same time, Administration recognizes that local procurement processes need to be transparent and accountable.

For this reason, Administration is recommending that an EOI be used to select a qualified engineering firm that would work cooperatively with the Town for the 2026-2028 period. This EOI would request that specific information be provided (service availability, response time, WSCB coverage, insurance requirements, hourly rates, references etc.) to enable the Town to fairly select a qualified firm.

Should Council wish to proceed, Administration will draft EOI and will provide Council with a proposed list of vendors for its distribution. The EOI would also be posted publicly for any vendor's consideration.

Submitted by: Kimberly Ballance, CAO



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# Minister Chartrand announces the opening of CanNor's Expression of Interest intake for projects beginning in the 2026-2027 fiscal year

**From: Canadian Northern Economic Development Agency**

## News release

Organizations and businesses across the three territories can now submit an Expression of Interest for CanNor funding

**October 6, 2025 – Iqaluit, Nunavut – Canadian Northern Economic Development Agency (CanNor)**

Northerners are full of innovative ideas and have strong commitment to building prosperous communities. Their leadership drives economic growth and ensures the territories' vital contributions to Canada's economy.

Today, the Honourable Rebecca Chartrand, Minister of Northern and Arctic Affairs and Minister responsible for the Canadian Northern Economic Development Agency (CanNor), announced the launch of CanNor's Expression of Interest (EOI) intake for projects and initiatives in Nunavut, the Northwest Territories and the Yukon beginning on or after April 1, 2026.

The EOI is the first step in identifying projects eligible for CanNor's funding programs. Businesses and organizations have until midnight PST on November 17, 2025 to submit their proposals.

Through this process, CanNor helps support local innovation, entrepreneurship, and development, strengthening Northern communities while contributing to Canada's broader economic growth and prosperity.

To learn more or to submit an Expression of Interest, visit [cannor.gc.ca](https://cannor.gc.ca).

## Quotes

"The world is changing quickly and the North is facing new opportunities and challenges. The territories are filled with innovators and entrepreneurs with bold new ideas and a desire to grow and improve their communities. The projects that will come out of this EOI will help shape the North in the future."

The Honourable Rebecca Chartrand

Minister of Northern and Arctic Affairs and Minister responsible for CanNor

## Quick facts

- The following are eligible to submit an EOI:
  - small- and medium-sized enterprises;
  - not-for-profit associations and organizations that are based in the territories and offer support to the local economy; and
  - non-federal entities or other levels of government, public or private, Indigenous or non-Indigenous, that work to promote economic development in the territories.

- EOI submissions are screened based on criteria outlined in the submission guide, which is available on CanNor's website in various accessible formats.
- Interested businesses and organizations are encouraged to complete an EOI submission online or reach out to one of CanNor's Regional Offices to discuss ideas.

## Associated links

- [2026-2027 Expression of Interest](#)
- [Expression of Interest Guide](#)
- [Expression of Interest Form](#)
- [Contact CanNor's Regional Offices](#)

## Contacts

### For more information, media may contact:

Erika Lashbrook Knutson

Press Secretary

Office of the Minister of Northern and Arctic Affairs and Minister responsible for CanNor

[erika.lashbrookknutson@rcaanc-cirnac.gc.ca](mailto:erika.lashbrookknutson@rcaanc-cirnac.gc.ca)

Media Relations

Canadian Northern Economic Development Agency

[infonorth-infonord@cannor.gc.ca](mailto:infonorth-infonord@cannor.gc.ca)