



**Agenda**  
**Town of Faro Regular Council Meeting**  
**April 1, 2025, at 7:00 p.m.**  
**Council Chambers**

1. CALL TO ORDER
2. ADOPTION OF AGENDA
  - 2.1 Council Meeting Agenda
3. DELEGATIONS & HEARINGS
4. BUSINESS ARISING FROM DELEGATIONS & HEARINGS
5. ADOPTION OF MINUTES
  - 5.1 Minutes of the March 18, 2025, Regular Meeting of Council
6. BUSINESS ARISING FROM MINUTES
7. FINANCIAL
  - 7.1 Finance Report
8. REPORTS
  - 8.1 Mayor's Report
  - 8.2 Council Reports
  - 8.3 Administration's Reports
    - 8.3.1. Chief Administrative Officer
    - 8.3.2. Operations Manager
    - 8.3.3. Manager of Recreation and Culture
9. BYLAWS
  - 9.1 Bylaw 2025-01 Water & Sewer Bylaw
  - 9.2 Bylaw 2025-02 Property Tax Bylaw
  - 9.3 Bylaw 2025-03 Annual Operating Bylaw
  - 9.4 Bylaw 2025-04 Capital Budget Bylaw
10. UNFINISHED BUSINESS
11. NEW BUSINESS
  - 11.1 Housing Accelerator Fund (HAF) – New Zoning Bylaw update
  - 11.2 Fees and Charges Bylaw – Schedule A
12. CORRESPONDENCE FOR INFORMATION (OUT & IN)
13. PUBLIC QUESTION PERIOD
14. IN-CAMERA
  - 14.1 Legal & Human Resource Matters
15. ADJOURNMENT



**Town of Faro  
Regular Meeting Minutes  
March 18, 2025, at 7:00 p.m.  
Council Chambers**

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**PRESENT:**

Mayor	Jack Bowers	A/CAO	Lenka Kazda
Councillors	Gary Jones	Ops Manager	Paul Medvid
	Michelle Vainio	Mgr. Rec & Culture	Tina Freake
	Neil Yee	Executive Assistant	Tracy Sawicki
		Chief Adm Officer	(excused)
Excused	Wendy Michell - Laroque		

Delegation RCMP - Cpl Bayden Austring

Public Present: 4 Public on Zoom: 0

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**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

Resolution 25-080

Jones, Vainio

**THAT** the agenda for the March 18, 2025, Meeting of Council be adopted as presented.

CARRIED

**3. DELEGATION**

Resolution 25-081

Jones, Yee

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

CARRIED

Cpl Bayden reviewed the January & February 2025 monthly reports with council.

Resolution 25-082

Yee, Jones

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

CARRIED

**4. BUSINESS ARISING FROM DELEGATION**

Nothing Presented.

**5. ADOPTION OF MINUTES**

Resolution 25-083

Jones, Yee

**THAT** The minutes of the March 04, 2025, Regular Meeting of Council be adopted as presented.

CARRIED

Resolution 25-084

Jones, Yee

**THAT** the minutes of the March 11, Special Meeting of Council be adopted as amended.

CARRIED

**6. BUSINESS ARISING FROM MINUTES**

Nothing Presented.

**7. FINANCIAL**

Resolution 25-085

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 February 27 – March 12, 2025.

CARRIED

**8. REPORTS**

Mayor's Report

Mayor Bowers summarized his written Report.

Council Reports

Councillor Yee commented that he was pleased with the Public Works Dept on snow removal this year. HAF looks good but he wants all info available to Mayor & Council before anything goes out to the public.

Councillor Vainio commented she would like to find out how much funding other communities are receiving compared to Faro. She attended the Crane & Sheep meeting and extended her thankfulness to Rec Dept for all their hard work. She attended the Poker Rally. and it was well attended within the community.

Councillor Jones commented that the Fishing Derby had about 14 people attended. They are thinking of making it an annual event. It is run by volunteers. He attended the quarterly AYC meeting by Zoom.

Administration's Reports

**Chief Administrative Officer**

Written report was presented.

**Operations Manager**

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

**General Manager of Recreation and Culture**

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

**9. BYLAWS**

**9.1 Bylaw 2025-02 Property Tax Bylaw**

Resolution 25-086

Jones/Yee

**THAT** Council provide First Reading of Bylaw 2025-02, Property Tax Bylaw

Councillor Vainio Reads the Bylaw.

Vote Called on Resolution 25-086

CARRIED

Mayor Bowers declares Bylaw #2025-02 having been read a First Time this 18<sup>th</sup> day of March, 2025.

Resolution 25-087

Jones, Yee

**THAT** Council provide Second Reading of Bylaw 2025-02, Property Tax Bylaw.

Councillor Jones Reads the Bylaw.

*Council to discuss. No discussion*

Resolution 25-088

Vainio, Yee

**THAT** Council do now move into Committee of the Whole for questions regarding Bylaw #2025-02.

CARRIED

*Questions from the Gallery? no*

*Questions from Zoom? No*

Resolution 25-089

Neil, Jones

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

Vote called on Bylaw Resolution 25-87

CARRIED

Mayor Bowers declares Bylaw #2025-02 having been read a Second Time this 18<sup>th</sup> day of March, 2025.

**9.2 Bylaw 2025-03 Annual Operating Bylaw**

Resolution 25-090

Jones, Yee

**THAT** Council provide First Reading of Bylaw 2025-03, Annual Operating Bylaw.

Councillor Yee Reads the Bylaw.

Vote Called on Resolution 25-090

CARRIED

Mayor Bowers declares Bylaw #2025-03 having been read a first time this 18<sup>th</sup> day of March, 2025.

Resolution 25-091

Jones, Vainio

**THAT** Council provide Second Reading of Bylaw 2025-03, Annual Operating Bylaw.

Councillor Vainio Reads the Bylaw.

*Council to discuss. No discussion*

Resolution 25-092

Jones, Vainio

**THAT** Council do now move into Committee of the Whole for questions regarding Bylaw #2025-03.

CARRIED

*Questions from the Gallery? no*

*Questions from Zoom? no*

Resolution 25-093

Jones, Yee

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

CARRIED

Vote called on Bylaw Resolution 25-091

Mayor Bowers declares Bylaw #2025-03 having been read a second time this 18<sup>th</sup> day of March, 2025.

**9.3 Bylaw 2025-04 Capital Budget & Expenditures Program Bylaw**

Resolution 25-094

Jones, Yee

**THAT** Council provide First Reading of Bylaw 2025-04, Capital Budget & Expenditures Program Bylaw.

Councillor Jones Reads the Bylaw.

Vote Called on Resolution 25-094

CARRIED

Mayor Bowers declares Bylaw #2025-04 having been read a first time this 18<sup>th</sup> day of March, 2025.

Resolution 25-095

Yee, Vainio

**THAT** Council provide Second Reading of Bylaw 2025-04, Capital Budget & Expenditures Bylaw.

Councillor Jones Reads the Bylaw.

Council to discuss. Councillor Yee said he would like to receive more info about back-up server & audio visual before purchased.

Resolution 25-096

Jones, Yee

**THAT** Council do now move into Committee of the Whole for questions regarding Bylaw #2025-04.

CARRIED

*Questions from the Gallery? no*

*Questions from Zoom? no*

Resolution 25-097

Jones, Yee

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

CARRIED

Vote called on Bylaw Resolution 25-095

CARRIED

Mayor Bowers declares Bylaw #2025-04 having been read a second time this 18<sup>th</sup> day of March, 2025.

CARRIED

#### 9.4 Bylaw 2025-05 Business Grant Bylaw

*NOTE: Mayor Bowers recuses himself and leaves the Council Chambers . Deputy Mayor Vainio takes chair.*

Resolution 25-098

Jones/Yee

**THAT** Council provide First Reading of Bylaw 2025-05, Business Grant Bylaw.

Councillor Yee Reads the Bylaw.

Vote Called on Resolution 25-098

CARRIED

Deputy Mayor Vainio declares Bylaw #2025-05 having been read a First Time this 18<sup>th</sup> day of March, 2025.

Resolution 25-099

Jones/Yee

**THAT** Council provide Second Reading of **Bylaw 2025-05, Business Grant Bylaw.**

CARRIED

Councillor Jones Reads the Bylaw.

*Council discussed the Bylaw.*

Resolution 25-100

Jones/Yee

**THAT** Council do move into Committee of the Whole for discussions about the Bylaw.

CARRIED

*Questions from the Gallery? Members of the public commented on the Bylaw*

*Questions from ZOOM? no*

Resolution 25-101

Minutes of March 18, 2025, Regular Council Meeting

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Item 5.1

Jones/Yee

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

CARRIED

Vote called on Bylaw Resolution 25-099

DEFEATED

Deputy Mayor Vainio declared Bylaw #2025-05 having been read a Second Time and Defeated on this 18<sup>th</sup> day of March, 2025.

*Note: Mayor Bowers returned to the Council Chambers and reassumed the Chair.*

**10. UNFINISHED BUSINESS**

Nothing Presented

**11. NEW BUSINESS**

Resolution 25-102

Jones, Yee

**THAT** Council grant a leave of absence for Councillor Wendy Michell-Laroque, for the Regular Council Meeting held on March 18, 2025.

CARRIED

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

Nothing Presented.

**13. PUBLIC QUESTION PERIOD**

Resolution 25-103

Jones, Yee

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

CARRIED

Resolution 25-104

Vainio/Jones

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

CARRIED

**14. IN CAMERA**

Resolution 25-105

Vainio/Yee

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

CARRIED

**In camera discussion**

Resolution 25-106

Jones/Yee

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

CARRIED

**15. ADJOURNMENT**

Resolution 25-107

Vainio, Jones

**THAT** the March 18, 2025, Regular Meeting of Council be adjourned at 9:40 p.m.

**CARRIED**

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

Mayor Jack Bowers

A/CAO Lenka Kazda

\_\_\_\_\_

\_\_\_\_\_





**TOWN OF FARO  
MEMORANDUM**

To: Mayor & Council, CAO

March 30, 2025

From: Lenka Kazda, General Manager, Finance

Re: Report to Council Meeting April 1, 2025

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Finance will be extremely busy, again, starting the week of March 31, 2025:

- The 2024 audit package must be submitted to the auditor through their secure file transfer portal. It was 146 files to start with, and the audit process will commence on Monday, March 31<sup>st</sup>;
- We will have a payroll to process;
- We will have the Quarterly w/s/r invoicing to complete;
- We will need to transfer any outstanding w/s/r amounts to property taxes; as well as
- Finalize the property tax Arrears List for 2025 Tax Roll, because the list needs to be submitted to YG by a specific date.

**Payroll:**

03/19/2025    Town Employees            \$ 40,619.51            March 3 -16, 2025 Pay Period

**Payment Register Summary      March 13 - 26, 2025**

Administration	16,869.30
Environmental Services	12,662.25
Professional Fees & Remittance	65,666.95
PW and Gardening	22,097.85
Recreation and CRIC	1,092.96
Utilities	65,075.82
Faro Distribution Back up Generator	95,703.30
<b>Total</b>	<b>279,168.43</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 March 13 - 26, 2025.

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

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

Any discussion?

All in Favour?

Carried/Defeated

# MAYOR'S REPORT

APRIL 1, 2025

On Thursday March 27<sup>th</sup>, the Town hosted our fourth EMO tabletop exercise in the past three years, thanks to the leadership of our CAO Larry Baran, and 20 participants attended and participated. It's important to host these exercises regularly as the key players often change and it's important to have that personal contact with each stakeholder prior to an actual emergency happening. It's all about being PREPARED.

During the April 1<sup>st</sup> Council meeting, we expect to have third and final reading of three bylaws that include the Town's 2025 Operational, Capital and Property Tax Bylaws. I can say that Council, together with the Town's Administration managers, worked hard to conclude a budget that would maintain levels of service for the coming year. What the budget will look like for the year 2026 will primarily depend on what the YG increases in our Comprehensive Municipal Grant will be. We will hope for the best, but must plan for less.

Council's efforts in recruiting our new CAO are progressing well. From a field of 31 applicants, Council was able to shortlist 4 candidates, three of which we have already interviewed. The last interview is scheduled for April 1<sup>st</sup>. I believe Faro owes Larry Baran much gratitude for all he has accomplished for Faro in the last 3 ½ years. Larry's last day will be April 25<sup>th</sup>, so drop by and say thanks before he leaves.

Council has much work on our plates to do after just completing our 2025 budgets. We are concentrating on completing a new water and sewer bylaw, completing our zoning bylaw to accompany our recent OCP, to undertake our own Strategic Plan, and to start the reviews and to develop both a new procedures and a code of ethics bylaw. We must remember that the journey of a thousand miles begins with a single step forward.



## TOWN OF FARO MEMORANDUM

**To:** Mayor & Council  
**From:** Larry Baran, CAO  
**Re:** CAOs Report to Council

April 1, 2025

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As Council reviews this Report, and if you have any questions, I will be happy to provide more information.

### **Federal Election and Faro**

With the recent announcement of the Federal Election on April 28<sup>th</sup>, I was reminded that when election signs are placed around the community, those signs can be a real challenge for our Public Works Crews to negotiate when completing snow removal. Although the Town generally has no issues with people placing signs throughout the community, we encourage people to NOT position those signs where signs could be pushed over, buried, or taken away when snow removal crews are cleaning our streets and snow piles. If a sign is placed on a snow-drift adjacent to a road that needs clearing, that sign can easily become an innocent casualty of a passing grader or loader.

### **Development in Faro**

Along with the YG lots recently sold on Ladue, the Town has been responding to queries about some tax recovery properties. If these residential units are purchased and renovated for occupancy, Faro could potentially see more units become available in 2025. This is another positive sign supporting Faro's belief of growth.

### **Civic Addressing**

Tracy & I continue to work with YG GeoMatics to resolve any outstanding issues with the Town of Faro civic addressing. Council will remember that, once this matter is considered resolved, Faro would be eligible of 9-1-1 Service.

### **Community Emergency Management Plan –Tabletop Exercise**

Cody Goulin, from Yukon EMO, lead a tabletop exercise on Thursday, March 27<sup>th</sup> where the scenario was based on the residual impacts on Faro of a significant earthquake elsewhere in the Yukon. The challenge: How to provide support to the community with an extended power outage with -30c temperatures. We had 20 people participating in the exercise, with representatives from the Town, Emergency Services, Yukon Energy, and Parsons. Several important updates to the Emergency Plan were recognized as a result of the process, which will become the responsibility of the next CAO to address.

Also, as mentioned in a previous CAOs Report, Ms Jacqueline Mills (Yukon Emergency Management Planner) brought a variety of home & institutional air filtration systems that the Town can issue to residents in case of another severe year of wildfire smoke.

Prior to the afternoon tabletop exercise, Cody completed a "Local Jurisdiction Assessment Rubric" for the Town of Faro, where Yukon EMO asked a series of questions relating to areas like Hazard

Identification & Risk Assessment, Planning, Training, Public Awareness, etc. Although Faro is only one community of the many incorporated and unincorporated jurisdictions that EMO will assess, I understand that Faro's team ranked well above average. That is a compliment to the MANY people who work to keep our community members safer in an emergency. Thank you.

### **Leaders Briefings Re-Started for 2025**

Last year, the Minister of Community Services initiated regular 'Leaders Briefings' to ensure that Mayors and CAOs were aware of the current emergency response situations in the Yukon. Those briefings ended in late Fall. On Thursday, March 27<sup>th</sup>, the Minister re-started those briefings again, with the intention to increase from a monthly basis to every two weeks in mid-May and continue through the demanding emergency response season. These Leaders Briefings will ensure that everyone is aware of the most current emergency response actions relating to floods, wildland fire, and any other emergency responses that may be underway.

We were advised that the official Yukon Annual Snowpack Assessments will be available mid-April, but EMO already notes that, while southern Yukon snowpacks appear to be average or below, the north Klondike areas appear to be well above average.

### **Meetings with Premier & Minister**

Council should be aware that I have re-started the process of initiating separate meetings with both the Premier and Minister Mostyn. The original intent, from the summer of 2024 was for the Premier to come to Faro, visit the community, and meet with Council. That trip was cancelled, however I re-initiated that invitation. The meeting with the Community Services Minister, however, will probably entail the Mayor, the Operations Manager, and the CAO (or A/CAO) travelling to Whitehorse. (Mayor Bowers may want to explain to Council the purpose of the meeting and how it follows up on discussions from 2023/2024).

### **Housing Accelerator Fund (HAF) – Second Round Announcements**

With the announcement that Faro will receive over \$684,000 over the next four (4) years to support additional housing growth, Administration anticipates that our contractor will be able to bring a grant funding program proposal to Council in the near future for your consideration.

### **New Zoning Bylaw**

As I mentioned in my previous report, I've had an initial meeting with Elevator Yukon regarding the new Zoning Bylaw, and a draft outline of the proposed process should be ready for presentation and review by Council at the April 1<sup>st</sup> Regular Council Meeting.

### **New Water & Sewer Bylaw**

I will be bringing Bylaw 2025-01, the Water & Sewer Bylaw, to Council for 3<sup>rd</sup> & Final Reading at the April 1<sup>st</sup> Regular Council Meeting. (*April 1<sup>st</sup> looks to be a busy meeting*)

### **Phase 2 Infrastructure Work**

Nothing new to report

### **Recruiting of New CAO**

I will ask Mayor Bowers to provide an update.

### **Anvil Range Arts Society (ARAS) – Regional Arts Centre Pre-Feasibility Study**

After the community open house & dinner on Monday, March 24<sup>th</sup>, Elevator Yukon is collecting the survey forms and will compile that information into their final report.

### **AYC Conference & AGM in April**

As I will not be attending, I will ask Council to provide reports about these sessions at future Council Meetings.

### **Land: Faro Golf Club – Subdivision of Property**

Nothing new to report

### **Land: Lot 42 (Murray Hampton Park)**

I have had recent communication with YG Energy, Mines, & Resources to YG Land Management regarding this recreational parcel. I had requested that they expedite the processing of this request so that it can be completed prior to the end of April, however I may not be able to complete this task prior my departure.

### **Strategic Planning Session**

Nothing new to report

### **Regional Waste Management Agreement (RWMA)**

Nothing new to report

### **Other Projects in 2025**

While the following topics are still being monitored and considered active, Administration has nothing new to report at this time.

1. **Canada Community-Building Fund (CCBF)**
2. **Small Communities Fund (2016) – Landfill Projects**
3. **Faro Search & Rescue**
4. **New Industrial Subdivision (Mitchell Industrial Development)**
5. **New Country-Residential Subdivision for Faro**
6. **YG Land Leases – Arboretum**
7. **YG Land Leases – Ski Chalet**
8. **Bylaws - Property Maintenance Bylaw (2017-09)**
9. **Policies - New Council Purchasing Policy**
10. **Animal Shelter**
11. **Asset Management System (AMS)**
12. **Recovery of Properties**
13. **Yukon Housing Corporation (YHC) - Housing Needs Assessment**
14. **Town-Owned Property (*Council Direction Required*)**

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

- Apr 01 Regular Council Meeting
- Apr 02 Yukon Energy Corporation – Public Meeting
- Apr 15 Regular Council Meeting  
*(NOTE: 2025 Budgets MUST be passed no later than this date)*
- Apr 17 Quarterly Housing Accelerator Fund (HAF) Review Date
- Apr 18 Good Friday – Office Closed
- Apr 21 Easter Monday – Office Closed
- Apr 25 & 26 AYC Conference (*Council – Haines Junction*)
- Apr 27 AYC Board Meeting (*Council – Haines Junction*)
- Apr 30 Circuit Court in Faro
  
- May 01 First Review Date for Sale of Lot 258
- May 02-04 Crane & Sheep Festival 2025 weekend

- May 04-10 National Emergency Preparedness Week
  - May 06 Regular Council Meeting
  - May 15 Joint Health & Safety Committee Meeting
  - May 19 Victoria Day – Office Closed
  - May 20 Regular Council Meeting
  - May 30 Meeting w CIRNAC re Faro Mine Remediation
  
  - Jun 03 AYC Executive – Site Visit to Faro
  - Jun 03 Regular Council Meeting
  - Jun 10-12 Faro Mine Remediation Project Regulatory Working Group  
*(Effluent Quality Standards and the Remediation Plan Design)*
  - Jun 17 Regular Council Meeting
  - Jun 19 Joint Health & Safety Committee Meeting
  - Jun 21 National Indigenous Peoples Day (Saturday)
  - Jun 23 In Lieu of National Indigenous Peoples Day - Office Closed
  - Jun 25 Circuit Court in Faro
  
  - Jul 01 Canada Day - Office Closed
  - Jul 08 Regular Council Meeting
  - Jul 22 Regular Council Meeting
  
  - Aug 12 Regular Council Meeting
  - Aug 18 Discovery Day - Office Closed
  - Aug 20 Circuit Court in Faro
  
  - Sep 01 Labour Day - Office Closed
  - Sep 02 Regular Council Meeting
  - Sep 16 Regular Council Meeting
  - Sep 30 National Day for Truth and Reconciliation - Office Closed
  
  - Oct 07 Regular Council Meeting
  - Oct 13 Thanksgiving Day - Office Closed
  - Oct 15 Circuit Court in Faro
  - Oct 21 Regular Council Meeting
  
  - Nov 04 Regular Council Meeting
  - Nov 11 Remembrance Day - Office Closed
  - Nov 18 Regular Council Meeting
  
  - Dec 02 Regular Council Meeting
  - Dec 16 Regular Council Meeting
  - Dec 25 Christmas Day - Office Closed
  - Dec 26 Boxing Day - Office Closed
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## Town of Faro Memorandum

**To:** Mayor & Council  
**Date:** Tuesday, April 1, 2025  
**From:** Tina Freake, Manager of Recreation and Culture  
**Re:** Recreation & Culture Services Report

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**Arena:** At the time of writing this report, the ice at the Arena is holding up. The weather has been favorable for the last month, with freezing temperatures at night allowing the ice to stay frozen. This is the longest that I remember we've had the arena open with natural ice (last year we had to close during spring break). We hope to keep it open as long as we can, hopefully the ice will last at least one more week.

**Drum Painting – Senior & Youth Workshop:** Seniors and youth came together for this Drum painting workshop with Dennis and Jenny. This workshop concluded our Youth Investment Fund project that involved a drum making class and a drum painting class. It was nice people of all ages come together and to see each individuals' creative ideas come to life on their drums. Thank you to Dennis and Jenny for coming to Faro and delivering quality workshops and sessions for our community to enjoy and learn from.

**ARAS Gala:** Congratulations to ARAS for planning a great Gala and Community Engagement Session. I hope they received a lot of valuable feedback and support from the community regarding plans and growth for the Arts community.

**Seniors' Carpet Bowling Tournament:** Faro Seniors hosted a Carpet Bowling Tournament at the Rec Centre on Saturday, March 29<sup>th</sup>. This event was made possible by the Town of Faro, New Horizon's for Seniors Funding, and of course lots of work and volunteer hours from the Carpet Bowling Group. At this time of writing this report, the event has not happened. I will provide a verbal update during the council meeting.

**Crane & Sheep Festival 2025:** Our next planning meeting for the C&S Festival will be Wednesday, April 2<sup>nd</sup> at Noon. If you're interested in being involved but can't make it during this time, please reach out and we will accommodate for the next meeting. At the time of writing this report we are working on a few details and will provide a verbal update during the council meeting.

**Job Postings:** We've received applications for the Pool Coordinator position and hope to coordinate interviews soon. We are also working on summer job postings for positions at the pool. Once we fill the Pool Coordinator role, we will begin advertising and interviewing for lifeguard positions.

**Spring Aquatics Workshop:** The spring aquatics workshop will take place in Dawson City this year at the end of May. Once our hiring process is complete, we are hoping to make arrangements for our Pool Coordinator to attend to take part in training and networking opportunities.

**Fall Recreation Gathering:** I'm excited to announce that Faro has been selected to host the Fall Recreation Gathering this year, to take place on September 22<sup>nd</sup> and 23<sup>rd</sup>. The Recreation Gathering is an annual event that connects leaders from across the Yukon. Every year, RPAY strives to offer unique professional development and networking opportunities, cooperative learning, and fun! RPAY welcomes recreation practitioners, youth leaders, volunteer board members, local recreation authorities, and

others who work across the territory in recreation. We're excited to assist with hosting this event in Faro and showcasing everything that Faro has to offer.

**Summer Planning:** We are actively planning events and activities for the summer of 2025. Exciting things are on the horizon. If you have any ideas or suggestions for future programming, please reach out anytime.

**Final Reports & Funding Applications:** We are diligently submitting final reports (SARB and YDAP) and funding applications for summer 2025 staffing. We will keep you updated as we make progress.

**Youth Investment Fund:** We're working on an application to Youth Investment Fund (YIF) to support athletic opportunities for youth in Faro and Ross River. We hope to offer regular sports activities, camps and events throughout the summer with support from this fund.

**Professional Development:** We are in the process of scheduling courses and professional development opportunities for our Rec staff, including Food Safe, First Aid, Playground Safety, WHMIS, and more. Courses have been selected, and we have submitted an application for funding to help cover registration costs. Registration processes are complete, and staff have begun taking online courses.

**Community Development Fund (CDF) – Kettle Café Project:** This project started during last councils' term so I will give a brief update on the project to bring everyone up to date.

*The Kettle Cafe project addresses the need for a community gathering space and a source of employment and skill development opportunities for local youth by establishing a mobile coffee shop. The Kettle Cafe project is even more crucial considering the absence of any coffee shops in town or anywhere in the vicinity that possess a professional coffee machine. This creates a significant gap in the community, as residents and visitors currently have limited access to quality coffee and related services. By being mobile, the Kettle Cafe would have the flexibility to cater to various locations and events within the community, as well as extend its services to neighboring areas like Ross River and across the territory. This mobility would enable the cafe to reach a wider audience and provide a much-needed service to a larger population.*

Objectives:

1. Establish a successful mobile coffee shop in Faro, offering high-quality coffee and food options to the local community.
2. Create a unique and inviting atmosphere for customers, providing a comfortable and enjoyable experience.
3. Build strong relationships with customers, suppliers, and local businesses to foster a sense of community and support.
4. Offer a diverse menu of coffee beverages, teas, pastries, and light snacks to cater to different tastes and dietary preferences. We also hope to offer catering options with coffee and tea service, as well as pastries and light snacks.
5. Provide excellent customer service, ensuring that every customer feels valued and satisfied with their experience at The Kettle Cafe.
6. Implement effective marketing and promotional strategies to raise awareness of the cafe and attract a steady stream of customers.
7. Continuously monitor and analyze business performance, making necessary adjustments to improve profitability and customer satisfaction.
8. Explore opportunities for expansion, with longer business hours, more employees, merchandise for sale, as well as a broader menu.
9. Contribute to the local economy by creating job opportunities and supporting local suppliers and vendors.



10. Foster a sustainable business model, incorporating environmentally friendly practices and minimizing waste.

*These objectives will guide the project's development and ensure its success in meeting the needs and desires of the Campbell Region, as well as across the territory.*

*In addition to the objectives mentioned, it's important to highlight that The Kettle Cafe project will be entirely youth-run, providing valuable job opportunities and business management experience to young individuals in the community. This initiative aims to empower and support youth by offering them a platform to develop their skills, gain practical experience, and foster a sense of entrepreneurship. By involving youth in various aspects of the cafe's operations, such as customer service, food preparation, inventory management, and marketing, they will have the opportunity to learn and grow in a real-world business setting. This hands-on experience will not only enhance their employability but also equip them with essential skills such as teamwork, communication, problem-solving, and financial management.*

*The project's emphasis on youth involvement aligns with the broader objective of creating a positive impact on the community. By providing job opportunities and business management experience to young individuals, The Kettle Cafe seeks to contribute to the personal and professional growth of youth while fostering a vibrant and inclusive entrepreneurial ecosystem in Faro.*

*This youth-driven approach will not only benefit the individuals involved but also bring fresh perspectives, creativity, and energy to the cafe, creating a unique and dynamic atmosphere that appeals to a diverse customer base.*

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

**Yukon University:** We have partnered up with Yukon University to offer training and mentorship opportunities for our youth. We have secured funding to assist with the costs of a square machine to be used for Kettle Café operations, as well as Barista training opportunities, online courses and workshops. As part of this project, we have secured an individual to come out to Faro this month to offer on-site training in barista and café operations.

**Recreation Plan:** I don't recall an official decision or direction made by council regarding the Recreation Plan, so I wanted to bring this forward for discussion. Our current Recreation Plan, Bylaw #2012-08, A bylaw to Adopt the Town of Faro Recreation Plan 2018 – 2023, has expired and is due for an update. Please see the attached document to familiarize yourself with the last Recreation Plan.

A recreation plan is a strategic document that outlines the vision, goals, and strategies for developing and managing recreational opportunities. It typically spans a specific period, in this case, five years, and serves as a roadmap to enhance the quality of life for residents through various recreational activities and facilities. The plan takes into consideration the unique characteristics of our community, including its population, geography, culture, and available resources.

A recreation plan is important for several reasons:

- **Enhancing Community Well-Being:** Recreational activities promote physical health, mental well-being, and social interaction. A well-structured recreation plan can encourage community members to engage in active lifestyles, fostering a sense of belonging and improving overall quality of life.
- **Promoting Inclusivity:** A comprehensive recreation plan considers the diverse needs of all community members, including children, seniors, and individuals with disabilities. By providing

accessible facilities and programs, the plan ensures that everyone can participate in recreational activities.

- **Encouraging Economic Development:** Well-planned recreational facilities and events can attract visitors, creating opportunities for local businesses. A vibrant recreation scene can boost tourism, generate revenue, and create jobs, contributing to the overall economic growth of the community.
- **Fostering Environmental Stewardship:** Recreation plans can emphasize the importance of preserving natural spaces, promoting sustainable practices, and encouraging outdoor activities that connect residents with their environment. This can lead to a stronger community commitment to conservation and responsible land use.
- **Building Community Cohesion:** Recreation programs and facilities can serve as gathering places, helping to strengthen social ties among residents. Organized events, such as sports leagues, festivals, and community clean-ups, foster camaraderie and a shared sense of identity.
- **Strategic Resource Allocation:** A recreation plan helps to identify existing resources, gaps in services, and funding opportunities. By setting clear priorities and objectives, the community can allocate resources more effectively, ensuring that investments in recreation align with community needs.
- **Guiding Future Development:** With a clear plan in place, the community can better anticipate future recreational needs and aspirations. This proactive approach enables the local government and stakeholders to make informed decisions about facility development, program offerings, and maintenance over the next five years.
- **Engaging Stakeholders:** Creating a recreation plan involves input from various stakeholders, including community members, local organizations, and government entities. This collaborative process ensures that diverse perspectives are considered, fostering a sense of ownership and commitment to the plan's implementation.

A recreation plan for Faro is essential for enhancing community well-being, promoting inclusivity, driving economic growth, and fostering environmental stewardship. By addressing the unique needs of the community, the plan serves as a vital tool for guiding future development and engagement over the next five years.

The recreation plan could be developed in-house by management and staff, or by an outside consultant. Managers are often more familiar with the community's needs, culture, and unique characteristics, which can lead to a more tailored and relevant plan. Developing the plan in-house can save on consulting fees, making it a more budget-friendly option. Managers and staff can easily engage with community members and stakeholders, gathering valuable input and fostering a sense of ownership in the planning process. Internal teams can adapt the planning process in real-time based on feedback and changing circumstances. There are challenges completing this project in-house, as managers already have significant responsibilities, making it challenging to dedicate the necessary time and resources to develop an effective plan.

There would be advantages to hiring a consultant to complete this project as they often bring specialized knowledge and experience in recreation planning, which can lead to a more comprehensive plan. An external consultant can provide an unbiased perspective, helping to identify issues and opportunities that may be overlooked by internal teams. Engaging a consultant can free up internal resources, allowing managers to focus on other important tasks.

A hybrid approach may also be considered, where managers develop a draft plan with the assistance of a consultant for specific areas, combining local insights with expert guidance. This way, the community can leverage the strengths of both internal knowledge and external expertise.



# Town of Faro Memorandum

To: Mayor & Council

April 1, 2025

From: Larry Baran, CAO

Re: Bylaw 2025-01 - Water & Sewer Bylaw

The Town of Faro's current Water & Sewer Bylaw was developed in 1992 and has experienced a series of amendments since. After 32 years, it was time for a full re-write which was initiated by Mark Vainio in early 2024. He commissioned Dennis Shewfelt and his associates to re-write the bylaw to be similar in nature to many of the references included in the City of Whitehorse bylaws.

Unlike many other Yukon communities, Faro has a sophisticated underground infrastructure for water and sewer services, more similar to Whitehorse than other communities. As such, it was wise to select a consultant who was also former planner and CAO from Whitehorse to assist Faro in this project.

Dennis and his associates provided a draft of the proposed bylaw to Paul Medvid in late November, after which Paul reviewed it with Adam Minder. Bylaw 2025-01 Water & Sewer Bylaw is being presented for Third & Final Reading and represents the bylaw that the Faro Public Works Department would like to see replace the bylaw from 1992 (Bylaw 92-30).

As such, Administration respectfully requests that Council provide Third and Final Reading of **Bylaw 2025-01 - Water & Sewer Bylaw**.



## TOWN OF FARO BYLAW 2025-01

### **A Bylaw to provide for the supply and use of water, And relating to the municipal water distribution system and sewer system of the Town of Faro**

**WHEREAS** Section 220 of the *Municipal Act*, Chapter 154, Statutes of the Yukon provides that Council may create bylaws;

**AND WHEREAS** under the provisions of the Municipal Act of the Yukon Territory, Council may by bylaw, provide for the construction, operation and maintenance of a sewer and water system, establish rates, terms, and conditions of charges to be assessed against the users thereof, and provide for the enforcement of provisions of the said bylaw;

**AND WHEREAS** it is deemed expedient and in the public interest to establish, operate, maintain, and control a water distribution system and a sewage collection and treatment system for the Town of Faro;

**NOW THEREFORE** the Municipal Council of the Town of Faro in the Yukon Territory, in open meeting assembled, hereby ENACTS AS FOLLOWS:

#### **1.0 Citation of Bylaw**

1.1 This bylaw may be cited as the **"Water and Sewer Bylaw"**

#### **2.0 Objectives**

- 2.1 The objectives of this bylaw are to protect the water supply and distribution system, the sewage collection and treatment system, and the environment as follows:
- 2.1.01 Ensure the long-term, cost-effective supply and distribution of high-quality potable water to the public;
  - 2.1.02 Protect the water distribution system from damage, corrosion, and misuse;
  - 2.1.03 Reduce water wastage and ensure fair and equitable allocation of related operational expenses;
  - 2.1.04 Minimize the potential risks associated with cross contamination;
  - 2.1.05 Ensure the proper operation of public sewer and storm collection systems and protect this infrastructure from corrosion, structural damage, and obstruction;
  - 2.1.06 Protect the wastewater treatment process by reducing contamination;

- 2.1.07 Protect the environment, people, and property by eliminating hazardous or toxic conditions within the sewer and storm collection systems;
- 2.1.08 Optimize system efficiency by preventing uncontaminated water from entering the sewer system;
- 2.1.09 Protect the environment from contaminants that are not removed by the treatment system; and
- 2.1.10 Enable the Town of Faro to maintain compliance with the operational conditions established by the Yukon Water Board and *Yukon Environment Act*.

### **3.0 Definitions**

3.1 In this Bylaw, the following terms shall have the meanings shown:

- 3.1.01 "Applicant" means property owner or the approved agent of the property owner.
- 3.1.02 "Approved" means approved by the Operations Manager.
- 3.1.03 "Approved Contractor" means a contractor authorized by the Operations Manager in writing to complete utility installation work within Town rights-of-way. Authorization is granted annually by completion of the required form supplied by the Operations Manager.
- 3.1.04 "Bleeder" or "Free Flow Bleeder" means a freeze protection device that allows the discharge of bleed water continuously.
- 3.1.05 "Bulk Water" or "Bulk Water Sales" means the sale of potable water from a bulk water delivery facility owned and operated by the Town.
- 3.1.06 "Consumer" means any person who receives water and/or sewer service supplied by the Town.
- 3.1.07 "Council" means the Municipal Council of the Town of Faro.
- 3.1.08 "Cross Connection" means any physical arrangement whereby the Town water supply is connected, directly or indirectly, with any non-potable or unapproved private water supply system, sprinkler system, sewer drain, conduit, well, pool, irrigation system, storage reservoir, plumbing fixture or any other device which contains, or may contain, contaminated water, liquid gases, sewage, or other wastes, of unknown or unsafe quality which may be capable of imparting contamination to the Town water supply as a result of backflow.
- 3.1.09 "Curb Stop" means the valve placed on the water service located on a Town street or lane or within an easement to control the flow of water to a lot. The valve will be located near the watermain in order to prevent freezing should the home or property be vacant during the winter months.

- 3.1.10 "Dwelling Unit" means one (1) or several rooms constituting a self-contained unit and used or intended to be used together for living and sleeping purposes by one (1) household.
- 3.1.11 "Dwelling Single Family" means a detached building containing only one (1) dwelling unit designed exclusively for occupancy of one (1) family and that includes a modular home.
- 3.1.12 "Dwelling Duplex" or "semi-detached" means a building designed exclusively and the occupancy of two (2) families living independently of each other either above or below or side- by-side.
- 3.1.13 "Dwelling multi-family" means a building devised of three (3) or more dwelling units as above described each of which is occupied or intended to be occupied as a permanent home or residence of one (1) family and shall be included amongst others, terrace, or row houses, as distinct from a boarding or rooming house, hotel, or motel.
- 3.1.14 "Fees and Charges Bylaw" means the current Town of Faro Fees and Charges Bylaw as amended from time to time.
- 3.1.15 "Fixture" means an exchangeable device attached to the plumbing of a building to deliver and drain water for use, including but not limited to a sink, toilet, urinal, shower, tub, or drinking fountain; for further clarity, the following examples are considered to be a single fixture for the purposes of this bylaw: a sink with integral hot and cold water faucets, and a bathtub with integral faucets and shower head.
- 3.1.16 "Inspector" means a Building Inspector of the Government of Yukon.
- 3.1.17 "Leak Detection" means those works undertaken by the Operations Manager in order to determine the location of a water or sewer line leak, obstruction or failure, which may include the opening up and excavating of a street, right of way or private property. The location of the leak, obstruction, or failure will be determined by the Operations Manager.
- 3.1.18 "Operations Manager" means the Operations Manager for the Town of Faro or their authorized representative.
- 3.1.19 "Person" includes a partnership, a firm, or a body corporate.
- 3.1.20 "Private service" or "private service pipe" means the portion of sewer or water pipe located between the property line and the building being served.
- 3.1.21 "Property line" means a line which defines the perimeter of a lot (a site or parcel of land) which has frontage on a highway/street and is legally defined either by registered plan or description.
- 3.1.22 "Rate Schedule" means the Rate Schedule included in the Fees and Charges Bylaw for the Town of Faro as amended from time to time.

- 3.1.23 "Owner" means any person registered as the owner of real property in the Land Titles Office for the Yukon Land Registration District and includes a person having any right, title, estate, or interest in real property other than if occupier or a mortgage.
- 3.1.24 "Servicing Standards Manual" means the City of Whitehorse Servicing standards Manual as amended from time to time and adopted by the Town of Faro, where relevant, for the purposes of standardizing the installation and servicing of the water supply and distribution system and the sanitary sewer collection and treatment system for the Town of Faro. The relevance of the Servicing Standards Manual to the Town of Faro infrastructure is determined by the Operations Manager.
- 3.1.25 "Sanitary Sewer" or "Sanitary Sewer Service" means a pipe or conduit installed in the street that carries wastewater, ground water, clear water waste or uncontaminated process cooling water, but not storm water.
- 3.1.26 "Sanitary Sewer Prohibited Material" means any substance that may, directly or indirectly, obstruct the flow of water within the storm sewer or may have a negative impact on the environment or a water course and includes, but is not limited to:
- (a) soil, sediment, waste, or other solid matter;
  - (b) animal waste, dead animals, or animal parts;
  - (c) cooking oils and greases
  - (d) super-chlorinated water
  - (e) gasoline, diesel fuel, motor oil, transmission fluid, and antifreeze;
  - (f) solvents;
  - (g) paint;
  - (h) cement or concrete wastes;
  - (i) sawdust, wood, fiberboard, or construction material;
  - (j) yard waste;
  - (k) pesticides, herbicides, or fertilizers;
  - (l) biomedical waste;
  - (m) hazardous waste;
  - (n) industrial waste;
  - (o) water from hot tubs; and
  - (p) fish and aquatic fauna and flora.
- 3.1.27 "Sanitary Sewer System" means all sanitary sewers, lift stations, wastewater treatment facilities, outfalls, and all associated appurtenances.
- 3.1.28 "Shared Water Service" means a single water service line connected to a duplex or multi-family dwelling that serves more than one dwelling within the building.
- 3.1.29 "Shut Off" means an interruption in or discontinuance of the supply of water.
- 3.1.30 "Sprinkling" means the distribution of water to the surface or subsurface or lawns, gardens or other areas situated outside buildings by pipes, hoses, sprinklers, or any other method.
- 3.1.31 "Street" shall include all highways, roads, lanes, alleys, avenues, easements, thoroughfares, utility lots, drives, bridges and ways of public nature, sidewalks,

boulevards, parks, public squares, and other public places unless the contrary is expressed or unless such construction would be inconsistent with the context of this bylaw.

- 3.1.32 "Storm Sewer" means a pipe, conduit or ditch installed in the street for the collection and transmission of storm water, sub-surface water and clear-water wastes.
- 3.1.33 "Storm Sewer Prohibited Material" means any substance that may, directly or indirectly, obstruct the flow of water within the storm sewer or may have a negative impact on the environment or a water course and includes, but is not limited to:
- (a) soil, sediment, waste, or other solid matter;
  - (b) fecal matter, animal waste, dead animals, or animal parts;
  - (c) cooking oils and greases
  - (d) super-chlorinated water
  - (e) gasoline, diesel fuel, motor oil, transmission fluid, and antifreeze;
  - (f) solvents;
  - (g) paint;
  - (h) cement or concrete wastes.
  - (i) sawdust, wood, fiberboard, or construction material;
  - (j) yard waste;
  - (k) pesticides, herbicides, or fertilizers;
  - (l) biomedical waste;
  - (m) hazardous waste;
  - (n) industrial waste;
  - (o) soaps or detergents;
  - (p) water from hot tubs; and
  - (q) fish and aquatic fauna and flora.
- 3.1.34 "Town Utility" means the water system, sanitary sewer system and stormwater system owned and operated by the Town of Faro.
- 3.1.35 "Town" means the Town of Faro.
- 3.1.36 "Town Service" or "Town Service Pipe" means the portion of pipe, fittings, valves, and valve boxes located between the sewer or water main and the property line.
- 3.1.37 "Utilities" means the systems of water supply and water works, and sewage collection and disposal, owned and operated by the Town, including mains, intermediate mains, service pips, fire hydrants, valves, meters, services, and all other accessories and appurtenances, thereto.
- 3.1.38 "Water Main" means those pipes installed by the Town in streets for the conveyance of water throughout the Town to which a water service may be connected.
- 3.1.39 "Water Service" means the pipe used or intended to be used to supply water which extends from a water main to a meter or a building, being serviced.



#### **4.0 Operation of the Utility**

- 4.1 The operation of the water and sewer utility of the Town together with the sale of water shall be under the management and control of the Operations Manager.
- 4.2 The Operations Manager shall exercise the powers and perform the duties with respect to the utility conferred and placed upon them by this and any other bylaw of the Town applicable thereto, and any order or direction of the Chief Administrative Officer and/or Council the respect thereto.
- 4.3 The Operations Manager is authorized to shut off water to any consumer or consumers when, in the opinion of the Operations Manager, it is necessary to do so to properly maintain, repair, renovate, or operate the water utility, provided that notice of shutting off water shall be given when it is practical to do so.
- 4.4 The Town does not guarantee the pressure or the continuous supply of water, and the Town reserves the right at any and all times without notice to change the operating pressure or to shut off water, and neither the Town, its officers, or employees, nor agents shall be liable for any damage or other loss caused by changes in water pressure or for the shutting off of water or by reason of the water containing sediments, deposits, or other foreign matter.
- 4.5 Where a shared water service exists, the Town does not guarantee the pressure or continuous supply of water for any dwelling connected thereto, and any associated liability shall be shared by the owners of the dwellings so served. The Town may accommodate the installation of separate water service to a dwelling pursuant to the Connections and Supply of Water provisions of this Bylaw.
- 4.6 Persons requiring a continuous and uninterrupted supply, constant pressure, or temperature of water, or having processes or equipment that require particularly clear or pure water shall at their own cost provide such facilities.
- 4.7 The Operations Manager may, with the permission of the owner and/or occupant and as a condition of the supply of water, inspect the premises of any person who applies to the Town for such supply in order to determine if it is appropriate to supply water to such premises and whether such premises comply with the relevant bylaws of the Town.
- 4.8 The Operations Manager may, with the permission of the owner and/or occupant, inspect the premises of any consumer in order to perform any tests on piping or fixtures in or on such premises in order to determine whether this bylaw is complied with and, in the event that such owner and/or occupant fails or refuses to give such permission, the supply of water to those premises may be shut off fourteen (14) days after written notice has been provided.
- 4.9 At the direction of the Town Council, the Chief Administrative Officer may at such times and for such length of time as considered necessary or advisable, regulate, restrict, or prohibit sprinkling to reduce water usage during time of short supply.
- 4.10 The Chief Administrative Officer may cause the water supply to any person who causes, permits or allows sprinkling in contravention of any regulation, restriction or prohibition

to be shut off unless such person undertakes to abide by and comply with such regulation, restriction or prohibition and has paid the Town the fee for reinstatement of service as designed in the Rate Schedule.

## **5. Purpose and Application**

- 5.1 No, person, except those authorized by the Operations Manager shall:
- 5.1.01 use, interfere with, obstruct, or impede access to the sewer and water utility or any portion thereof in any manner, or;
  - 5.1.02 drill, cut, connect, join, excavate, bury, disturb, or otherwise interfere with sewer and water utility, or;
  - 5.1.03 operate any water main valves or water service valves, or;
  - 5.1.04 remove or disable a backflow prevention device, or;
  - 5.1.05 install a shared water service, or;
  - 5.1.06 enter into any sewer and water utility structure whether underground or above ground or any sewer and water utility compound whether it is fenced or not.
- 5.2 No person shall cause, permit, or allow the discharge of water so that it runs to waste or is useless, whether by reason of leakage from underground piping, faulty plumbing or otherwise.
- 5.3 Notwithstanding the previous articles, the Operations Manager may under such conditions as they consider reasonable allow a person to discharge water so that it runs to waste if such person's water service would otherwise be in danger of freezing.
- 5.4 Any person who contravenes any part of this section shall forfeit any right to be supplied with water until such contravention has been corrected, after receipt of written notice from the Town where it is practical to give such notice.

## **6. Connection to Town Utilities**

- 6.1 Any person or contractor who desires
- 6.1.01 a 'turn-on' or 'turn-off' of an existing sewer or water service connection will request, not less than two (2) working days prior to requiring the change, apply to the Town Office on a form provided by the Town Office, or
  - 6.1.02 construction of a sewer or water service connection or termination, or desires to make any physical alteration, connection or change in land use will, not less than fourteen (14) working days prior to requiring the connection, termination, or alteration, apply to the Town Office on a form supplied by the Town. The Town reserves the right to perform any of the required work with respect to the water system or water service connection within the right-of-way. The Operations Manager may waive the right to

perform the work with respect to the sanitary sewers or storm sewers, or water service for a subdivision requiring more than five (5) connections.

- 6.2 The applicant may agree to perform the work within the right-of-way subject to the concurrence of the Operations Manager and such work shall be satisfactory in all respects to the Operations Manager. All work performed by the applicant shall be at the cost of the applicant, and all costs of the inspection, testing and final connection costs shall be at the cost of the applicant. Subject to the availability of Town forces to perform the work, and prior to the installation of the sewer and water service, the cost of installation and service connection, as estimated by the Operations Manager, shall be paid to the Town by the applicant.
- 6.3 If an applicant wishes to install a service themselves, they shall:
- 6.3.01 be permitted to do work to install service only during normal work hours of the Town of Faro Public Works Department; and
  - 6.3.02 pay a deposit to the Town to ensure no damage is done to Town lines. If Town lines are damaged, Town forces coordinate the repairs, all cost of which will be borne by the applicant; and
  - 6.3.03 use only material approved by the Operations Manager; and
  - 6.3.04 allow the inspector to be on-site at all times during the installation of the services; and
  - 6.3.05 pay the cost of inspection. Costs shall be based upon current rates. The inspection will involve viewing the work a maximum of four (4) times as the following stages of construction:
    - (a) when main is bare and has been tapped;
    - (b) when sand bedding is in place;
    - (c) when ditch is 50% full and is compacted; and/or
    - (d) when backfill is completed.
  - 6.3.06 There shall be no more than one water and one sewer connection to each property except as approved in writing by the Operations Manager.
    - (a) For existing multi-unit developments with a single water and sewer connection, the owner is required to install individual water and sewer service connections for each unit upon subdivision of the property. Such installations shall be the responsibility and cost of the owner.
  - 6.3.07 The provision of sewer and water service to every consumer or property owner shall at all times be subject to the terms and conditions set out in this bylaw and the charges designated in the Fee and Charges Bylaw.
  - 6.3.08 Sewer and water charges as designated in the Fees and Charges Bylaw shall remain in effect until the services have been discontinued at the request of the consumer or have been terminated by the Town in accordance with this bylaw.

6.3.09 If the owner wishes the Town to do the work to connect a property to water and/or sewer services, the estimate prepared by the Operations Manager shall be based upon the rates quoted in the current Fees & Charges Bylaw. Where there is a difference between the estimated cost and the actual cost as determined by the Operations Manager, this difference shall be invoiced or refunded to the applicant upon completion of the work.

## **7. Water Supply**

7.1 Application for initial water supply shall be made in writing to the Town upon the form supplied by the Town for that purpose.

7.2 Following notice, in writing, by a consumer to discontinue services, the Town shall shut off the water supply as soon as reasonably practical, and the consumer or property owner shall pay all of the rates and charges payable hereunder until the time of shut off, including the cost of such shut off, as designated in the Fees and Charges Bylaw.

7.3 The supply of water to any consumer may be shut off for any or all the following reasons:

7.3.01 the existence of cross-connection,

7.3.02 repair;

7.3.03 want or need of water supply;

7.3.04 non-payment of account;

7.3.05 defective piping;

7.3.06 lack of backflow prevention;

7.3.07 shared water service;

7.3.08 breach of this bylaw where specified;

7.3.09 for any reason necessary for the proper operation of a water supply system; and/or

7.3.10 discontinued service.

7.4 If a consumer requires the supply of water to be shut off or turned on for their own purposes, they shall pay therefore the amount specified in the Fees and Charges Bylaw.

## **8. Cross Connections**

8.1 No person shall cause, permit, or allow to remain connected to the water system any piping, fixture, fitting, container, or other appliance which may cause water from a source other than the Town water system, or any other harmful deleterious liquid or substance, to enter the Town water system.

- 8.2 Where the Operations Manager believes that a cross-connection exists in contravention of clause 8.1 of this bylaw, the Operations Manager may carry out an inspection during regular business hours, with or without notice, where the Operations Manager believes a threat of contamination to the water system exists.
- 8.3 Where any cross connection is found, whether newly installed or previously existing, the Operations Manager shall issue written notice to the owner to have such conditions corrected in compliance with these regulations within the time limit as set by the Operations Manager.
- 8.4 If the cross connection continues to exist in contravention of this bylaw, the Operations Manager may shut off the water service to the premises with reasonable notice or where the Operations Manager believes that such a cross connection poses an immediate threat of contamination of the Water System, the Operations Manager may shut off the water service without notice.
- 8.5 Backflow prevention devices may be installed by the owner or may be required by the Operations Manager. Should a backflow prevention device be installed or required:
- 8.5.01 The design, selection, installation, maintenance, and field testing of backflow prevention devices shall comply with the *National Plumbing Code* and to **CSA – B64 Series Standards (B64.10-01/B64.10.1-01** as amended from time to time and shall be approved by the Operations Manager.
- 8.5.02 In the event that neither the *National Plumbing Code* nor the **CSA B64 Series Standards** clearly indicates the method of backflow prevention, the method to be used to protect the potable water supply shall be as specified by the Operations Manager.
- 8.5.03 All backflow prevention devices shall be installed so they are easily accessible for testing and maintenance as per **CSA – B64 Series Standards (B64.10-01/b64.10.1-01**.
- 8.5.04 No bypass, jumper, or other devices shall be installed which may reduce the efficiency of or circumvent any backflow prevention device.
- 8.5.05 An air gap separation shall be used wherever practicable, and in preference to any other method of backflow prevention.
- 8.5.06 An air gap separation shall be mandatory and may be required in addition to a backflow prevention device on the water service pipe at sewage handling piping or equipment, non-potable water systems and where any lethal substances or condition may exist.
- 8.5.07 Backflow prevention devices shall be field tested by a certified cross connection control and backflow prevention tester at the owner's cost upon installation, ~~annually~~, after repair, overhaul, relocation, or cleaning, or as required by the Operations Manager. If required, copies of the test results shall be submitted to the Operations Manager

within 48 hours of the request. Should the tests fail, the owner shall have fourteen (14) days to correct the problem to the satisfaction of the Operations Manager. Should the required modifications not be completed after the period specified herein, the Operations Manager may cause the water supply to be shut down.

8.6 A newly installed water system shall not be turned on at the curb until the Inspector's report confirms of the private plumbing system is reviewed and approved by the Operations Manager.

8.7 Where an applicant requests a seasonal connection or disconnection, the applicant must first complete the required request form (Schedule A) before the Town will complete the work.

## **9. Hydrants**

9.1 No person shall operate a fire hydrant except an employee of the Town Public Works or Fire Department.

9.2 No person shall obstruct free access to any fire hydrant. In accordance with the Traffic Bylaw, a vehicle shall not be parked less than two (2) meters from a hydrant.

9.3 Fire hydrants may be used by employees of the Town for furnishing water for street sprinkling or flushing, flushing sewers, street repairs or any other purpose approved by the Operations Manager.

## **10. Bulk Water**

10.1 Any person wishing to establish a charge account for the purposes of obtaining water from any Town-owned bulk water facility shall make application at the Town Office on the prescribed forms (see Bulk Water Usage Application & User Agreement Form - Schedule "B") and shall pay the water account charges as specified in the most recent Fees and Charges Bylaw.

10.2 As noted in the Bulk Water Usage Application & User Agreement Form (see Schedule "B"), users of the bulk water fill station shall supply their own hoses, cam-lock couplings and fall arrest equipment for the overhead truck fill and the small barrel fill point and ladders. Any hose or equipment attached to the bulk fill station shall be clean and free of any potentially harmful substances.

10.3 Any person taking water from a Town bulk water fill station is responsible to safely load their own vehicle according to *Works Compensation Act 2008*, as amended from time to time.

## **11. Repair Of Service Failure Or Interruption Assistance Program**

11.1 Property Owners or Consumers shall have a duty of care to maintain and use the water service in the manner in which they were designed to be used.

- 11.2 Any property owner or consumer experiencing a service failure or interruption of the water service shall report the matter to the Operations Manager.
- 11.3 Where the exact location of a leak or other service failure cannot be determined to be either within the Town right-of-way, or on private property, the owner shall sign a work order agreeing to cover costs should the failure be the owner's responsibility, and the Operations Manager will undertake leak detection to determine the cause and location of the problem. The responsibility for the cost of repairs shall be as outlined in clause 11.5 of this bylaw.
- 11.4 The owner shall undertake repair work for service failure or interruption of the Water Service on the owner's property from the property line to the foundation line where the fault has been determined to be the responsibility of the consumer or owner. The responsibility of repairs shall be as outlined in clause 11.5 of this bylaw. The Town does not normally undertake repair work on private property but may do so if the property owner cannot arrange an approved contractor to undertake the repairs. The owner shall be required to sign a work order with the Town, agreeing to the repair and assuming the costs of the repairs deemed necessary by the Town.
- 11.5 Upon completion of repair work completed by Town forces, the Operations Manager shall determine total costs and assign those costs to the Town and/or the property owner as described in clause 11.6 of this bylaw. Should surface restoration not be possible until the following construction season, the calculation of total cost shall use the cost of surface restoration as estimated by the Operations Manager.
- 11.6 Responsibility for the cost of repair for any service failure or interruption in the water service are to be as follows:
- 11.6.01 The owner shall be responsible for all costs resulting from blockage, breakage, damage, and or failure between the water main and the property line that is caused by any action, inaction, misuse, or negligence on the part of the consumer as determined by the Operations Manager.
- 11.6.02 The owner shall be responsible for all costs resulting from blockage, breakage, damage, and/or failure between the property line and the foundation line of the building.
- 11.6.03 The Town shall be responsible for all costs resulting from blockage, breakage, damage, and/or failure between the water main and the property line that was not a result of any action, inaction, misuse, or negligence on the part of the consumer as determined by the Operations Manager.

## **12. The Sanitary Sewer And Storm Sewer System**

- 12.1 Any private storm sewer system connected to the Town storm sewer system, or any private sanitary sewer system connected to the Town sanitary sewer system, shall conform to the most recent Servicing Standards Manual.
- 12.2 Prior to use or activation of any private storm sewer system connected to the Town storm sewer system, or any private sanitary sewer system connected to the Town

sanitary sewer system, the owner or developer shall submit a Plan of Record to the Operations Manager for approval.

12.3 The Operations Manager may, as a condition of connection to the Town utility, with the permission of the owner and/or occupant, inspect the property or premises of any person who applies to the Town for such service in order to determine if it is appropriate to allow connection to such property or premises and whether such premises comply with the relevant Town bylaws.

12.4 Where water or waste which

12.4.01 is hazardous or creates an immediate danger to any person;

12.4.02 endangers or interferes with the operation of the storm sewer system or sanitary sewer system;

12.4.03 causes, or is capable of causing, an adverse effect; or

12.4.04 is a sanitary sewer prohibited material or storm sewer prohibited material;

is discharged into the Town sanitary sewer or storm sewer system, the Operations Manager may, in addition to any other remedy available, disconnect, plug or seal off the service discharging the unacceptable water or waste into the sanitary sewer or storm sewer system, or take such other action as is necessary to prevent such water or waste from entering the sanitary sewer or storm sewer systems.

12.5 The Operations Manager may, with the permission of the owner and/or occupant, inspect the premises in order to perform any inspection or testing of equipment, piping or fixtures in or on such premises in order to determine whether this bylaw is complied with, and in the event that such owner fails to provide proof of compliance or refuses to give such permission, the supply of water to those premises may be shut off upon fourteen (14) days written notice.

### **13. Sanitary Sewer And Storm Sewer Services**

13.1 The provision of sanitary sewer and storm sewer services to the consumer or owner shall at all times be subject to the terms and conditions set out in this bylaw and the charges designated in the current Fees and Charges Bylaw.

13.2 Applications for sanitary sewer or storm sewer service connection, termination or alteration shall be made in writing to the Operations Manager not less than fourteen (14) working days before the service is required, and in such form as is prescribed.

13.3 The applicant for a sanitary sewer or storm sewer service shall hire an approved contractor to complete service installation and/or alteration work, including the portion from the property line to the sewer or storm main. Should an approved contractor not be available, the applicant may request that the portion of work on Town property be completed by the Town. The applicant shall be responsible for all costs associated with service installation or alteration work. Contractors seeking approved contractor status shall apply in writing on a form approved by the Operations Manager. Contractor



approvals are valid for the application year only and may be cancelled at any time for just cause.

- 13.4 Where an applicant has requested a permanent service termination the Town shall cap the storm or sewer service lines or decommission the service as soon as reasonably practicable. The applicant shall continue to pay the water and sewer charges specified in the current Fees and Charges Bylaw until the termination has been completed and shall pay the costs of service termination as designated in the current Fees and Charges Bylaw.
- 13.5 Service connections shall not cross property lines between adjacent private properties except by legally registered easement plans and agreements.
- 13.6 All proposed sewer service connections for garden suites shall be approved by the Operations Manager prior to installation.

#### **14. Plumbing**

- 14.1 No person shall cause, permit, or allow any apparatus, fitting, or fixture to be or to remain connected to his/her water supply system or allow his/her water system to be operated in such a manner as to cause noise, pressure surges, or other disturbances which result in annoyance or damage to other consumers or the water utility.
- 14.2 The Operations Manager may cause the water supply to any person, contravening the provisions of this section, to be shut off provided that the Operations Manager can, if it is practical to do so, give notice to such person prior to such water supply being shut off. The water supply to any such person shall not be restored until such time as the problem has been corrected and that person has paid the Town the fee for reinstatement of services as designated in the Rate Schedule.
- 14.3 No person shall cause, permit, or allow to remain connected to his water supply system any apparatus which may extract or add heat to the Town water supply mains. Therefore, such devices as water cooled heat exchanges are not allowed.
- 14.4 Every building or premises used for the purpose of a commercial garage or service station, or for the business of washing or lubricating motor vehicles, shall be provided with a readily accessible oil separator, sand trap and sump. The design of such oil separator, sand trap and sump are to be approved by the Inspector.
- 14.5 Every building or premises used for the purpose of a café, restaurant, or other food service outlet shall be provided with a readily accessible grease trap or interceptor of a design approved by the Inspector.
- 14.6 The Inspector or the Operations Manager may, with the permission of the owner and/or occupant, inspect any building or premises provided with a sand trap, sump, or grease trap or interceptor. In any building or premises provided with a sand trap, sump, or grease trap or interceptor:
  - 14.6.01 under no circumstances shall a sump be used as a sand trap;

- 14.6.02 every sand trap shall be cleaned once per week or more often if necessary;
- 14.6.03 all oil, grease, or gasoline which accumulates on the surface of the water in a sand trap, sump, or grease trap or interceptor shall be skimmed off at least twice per week and disposed of in a manner approved by the Operations Manager;
- 14.6.04 stirring up of a liquid in any sand trap, sump, grease trap or interceptor, or turning a hose into any one for the purpose of forcing out sand, mud, oil, gasoline, or grease, is prohibited;
- 14.6.05 no heavy or permanent objects shall be placed over any sump, sand trap, grease trap or interceptor in a manner which would hinder immediate access for inspection and cleaning.
- 14.7 No gasoline, oil, waste acid, or any inflammable liquid shall be poured or otherwise discharged into any sanitary sewer.
- 14.8 The owner of a dwelling where a shared water service enters the building shall not modify or cause to be interrupted or otherwise affect the water service to the adjacent dwellings, including but not limited to allowing the shared water service to freeze up, except for a repair or modification authorized by the Operations Manager.

**15. Frost Protection**

- 15.1 The owner shall protect every water and sewer connection from blockage or damage due to frost. In the case of a single-family residence in a single-family residence zone, the owner shall maintain an approved bleeder method on the water connection unless otherwise authorized by the Operations Manager.
- 15.2 Any persons complaining of a failure or interruption of a water supply or sewer service, the investigation of which complaint necessitates the opening up and excavating of a street, shall, prior to such opening up and excavating, sign a work order in the form prescribed by the Town. In the event that such failure or interruption was caused by a defect in the private service, or was a result of misuse or negligence on the part of the property owner or occupant as determined by the Operations Manager, the actual cost of such work shall be paid by the person signing the work order, and shall be collectable in the same manner as water rates.
- 15.3 The method for thawing a frozen water service shall be the hot water thawing method only. Other methods such as thawing by use of electricity applied to pipes shall not be used. Thawing by the hot water method shall be done either by Town forces or by contractors or plumbers qualified in the method at the discretion of the Operations Manager.
- 15.4 The cost of thawing a frozen water service shall be borne as follows:
  - 15.4.01 Costs borne by the consumer if the Town's service or private service is frozen and such freeze-up is not a result of a frozen main or an interruption in the supply of water through the main as determined by the Operations Manager.

- 15.4.02 Costs borne by the Town if the Town service or private service is frozen as a result of a frozen main or as a result of an interruption in the supply of water through the main as determined by the Operations Manager.
- 15.5 The cost of thawing or clearing any obstruction in a sewer service shall be borne as follows:
- 15.5.01 Costs borne by the property owner if the Town service or private service is frozen or obstructed due to grease, dirt, or improper use of fixtures within the premises, or as a result of misuse or negligence on the part of the property owner or occupant, or for any other reason not related to failure or interruption of the Town service as determined by the Operations Manager.
- 15.5.02 Costs borne by the Town if the Town service or private service is frozen or obstructed as a result of failure, malfunction or interruption of the Town service as determined by the Operations Manager.
- 15.6 Where a circulator pump is installed in accordance with this bylaw the responsibility of such pump, and all maintenance and operating costs thereof, shall be borne by the consumer.
- 15.7 Existing bleeders may be used only for the purpose of preventing damage or blockage due to frost. Each bleeder shall:
- 15.7.01 be of sufficient size to pass three (3) liters per minute of water, or more as may be recommended by the Operations Manager ; and
- 15.7.02 be indirectly connected to a water pipe in the manner approved by the Operations Manager.
- 15.8 Any existing oversize bleeder shall be corrected within thirty (30) days after the property owner receives notice from the Operations Manager.
- 15.8.01 The Operations Manager may, at their discretion, recommend or approve oversized bleeders for the purpose of protecting the integrity of the sewer system.

## **16. Payment of Accounts**

- 16.1 There shall be paid, for all water supplied or service rendered, the amounts set out in the rate schedule in the current Fees and Charges Bylaw.
- 16.2 Where municipal water service has been provided and is available for connection to private services, Council may by resolution direct that a percentage of the minimum charge for water service set out in the rate schedule shall be paid by all property owners whose property is occupied for a purpose requiring the provision of sanitary facilities in accordance with the Zoning Bylaw, whether or not a private water service connection has been made and water is actually being consumed.

- 16.3 The Council may by resolution amend the rate schedule in the current Fees and Charges Bylaw and impose any other charge related to the provision of water and sewer services from time to time.
- 16.4 Where a water service is active, there shall be further paid a sewerage charge levy, as set out in the rate schedule, by all property owners whose property is connected with or required to be connected with the sewerage system of the Town.
- 16.5 All accounts, including interim accounts for sewer and water services shall be due and payable when rendered.
- 16.6 A separate account shall be rendered in respect of each sewer and water service, or in respect of each unit on a shared service.
- 16.7 All charges for water and sewer services which remain unpaid after the due date shall be subject to a penalty charge of ten percent (10%) of the current unpaid amount.
- 16.8 Should an account remain unpaid, after the due date, the water may be shut off following fourteen (14) days further written notice. The water supply to any such person shall not be restored until such person has paid the outstanding balance of the account, including any penalties, as defined in the most recent Fees and Charges Bylaw.

## **17. Penalties**

- 17.1 Every person who violates any provision of this bylaw is guilty of an offence and liable on summary conviction to a fine not exceeding Two Thousand Dollars (\$2,000.00) or to imprisonment for a term not exceeding six (6) months, or to both fine and imprisonment as set out in the *Summary Convictions Act* of Yukon.
- 17.2 The invalidity of any section, clause, sentence, or provision of this bylaw shall not affect the validity of any other part of this bylaw which can be given effect without such invalid part or parts.

## **18. Bylaw Shall Prevail**

- 18.1 Where the provisions of this bylaw conflict with the provisions of any other bylaw of the Town, this bylaw shall prevail.

## **19.0 Effective Date**

- 19.1 Upon Third and Final Reading, Bylaw 92-30, Bylaw 2018-08, Bylaw 2019-06, and Bylaw 2019-07 shall be rescinded.
- 19.2 This Bylaw shall come into effect upon Third and Final Reading.

READ A FIRST TIME this 14<sup>th</sup> day of January, 2025.

READ A SECOND TIME this 4<sup>th</sup> day of March, 2025.

READ A THIRD TIME and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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Jack Bowers, Mayor

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Larry Baran, CAO

Schedule "A"  
Water Connect/Disconnect Request Form

Schedule "B"  
Application for Connection to Faro Water Distribution System and/or Sanitary System

Schedule "C"  
Bulk Water Usage Application & User Agreement



## Town of Faro Memorandum

To: Mayor & Council

April 1, 2025

From: Larry Baran, CAO

Re: 3rd & Final Reading of Bylaw 2025-02 - 2025 Property Tax Bylaw

Council will remember providing 1<sup>st</sup> & 2<sup>nd</sup> Reading of Bylaw 2025-02 at the March 18, 2025 Regular Council Meeting.

Administration respectfully requests that Council provide Third & Final Reading at the April 1, 2025 Regular Council Meeting.



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## TOWN OF FARO BYLAW 2025-02

### “A Bylaw to adopt the 2025 Property Tax Rates”

**WHEREAS** Section 220 of the *Municipal Act*, Chapter 154, Statutes of the Yukon, provides that Council may create bylaws; and

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

**WHEREAS** Section 55 (3) (c) of the *Taxation Act* states that a taxing authority may, in respect of taxes levied under this section, establish different classes of real property, and vary the tax rate according to the class of real property to be taxed; and

**WHEREAS** Sections 60 (1) of the *Taxation Act* states that except as provided by subsection (2), the minimum tax payable in any year under Section 55 is \$100 in respect of the total assessed value of any real property under subsection 13(7); and

**WHEREAS** Sections 60 (2) of the *Taxation Act* states that a municipality may by bylaw provide for a different amount for the minimum tax payable under subsection (1) in respect of real property located in the municipality, and it may establish a minimum amount of tax for land on which there is no improvements that is different from the minimum amount of tax for other real property;

**NOW THEREFORE** the Municipal Council of the Town of Faro in the Yukon Territory, in open meeting assembled, hereby ENACTS AS FOLLOWS:

#### 1.0 Citation of Bylaw

1.1 This Bylaw may be cited as the “2025 Property Tax Bylaw”.

#### 2. Purpose and Application

2.1 The intent of this Bylaw is to establish the taxing regime for all properties within the administrative boundaries of the Town of Faro.

#### 3. Definitions

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

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

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



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

3.1.4 "Unimproved" means all real property under any of the above designations on which there are no improvements assessed.

3.1.5 "Assessment Roll" means the current Town of Faro Assessment Roll.

3.1.6 "Total Assessment" means the combined total of the assessed value of land and improvements for real property as listed on the tax roll.

**4. General Operation of the Bylaw**

4.1 There shall be levied upon all taxable Residential real property in the Town of Faro, a general tax for 2025 at the rate of 1.68 percent of the total assessment.

4.2 There shall be levied upon all taxable Non-Residential real property within the Town of Faro a general tax for 2025 at the rate of 1.94 percent of the total assessment.

4.3 There shall be levied upon all taxable Country Residential real property in the Town of Faro a general tax for 2025 at the rate of 1.49 percent of the total assessment.

4.4 There shall be levied upon all taxable Unimproved real property within the Town of Faro a general tax for 2025 at the rate of 2.06 percent of the total assessment.

4.5 As provided for under Section 60(2) of the Act, a minimum tax shall be applied when the percent rate applicable under Sections 3, 4, or 5 results in an amount less than the minimum tax of:

4.5.1 three hundred eleven dollars (\$311) for all taxable Residential and Non-Residential real properties; or,

4.5.2 two hundred seven dollars (\$207) for all other taxable real properties.

4.6 If any section, sub-section, sentence, clause, or phrase of this Bylaw is for any reason held invalid, the validity of the remaining sections of the Bylaw shall not be affected by the decision.

**5. Effective Date**

5.1 Bylaw 2024-04 shall be rescinded.

5.2 This Bylaw shall come into effect upon Third and Final Reading.

READ A FIRST TIME this 18<sup>th</sup> day of March 2025.

Town of Faro

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READ A SECOND TIME this 18<sup>th</sup> day of March, 2025.

READ A THIRD TIME and finally passed this \_\_\_\_ day of April 2025.

-----  
Jack Bowers, Mayor

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Larry Baran, CAO



## Town of Faro Memorandum

**To:** Mayor & Council

April 1, 2025

**From:** Larry Baran, CAO

**Re:** 3rd & Final Reading of Bylaw 2025-03 - 2025 Annual Operating Budget Bylaw

Council will remember providing 1<sup>st</sup> & 2<sup>nd</sup> Reading of Bylaw 2025-03 at the March 18, 2025 Regular Council Meeting.

Administration respectfully requests that Council provide Third & Final Reading at the April 1, 2025 Regular Council Meeting.



## TOWN OF FARO BYLAW 2025-03

### "A Bylaw to adopt the 2025 Annual Operating Budget"

**WHEREAS** Section 220 of the *Municipal Act* ("the Act"), Chapter 154, Statutes of the Yukon, provides that Council may create bylaws; and

**WHEREAS** Section 238 (1) of the Act, provides that on or before April 15 in each year, Council shall cause to be prepared and adopted by bylaw an annual operating budget;

**NOW THEREFORE** the Municipal Council of the Town of Faro in the Yukon Territory, in open meeting assembled, hereby ENACTS AS FOLLOWS:

**1.0 Citation of Bylaw**

1.1 This bylaw may be cited as the "2025 Annual Operating Budget Bylaw".

**2. Purpose and Application**

2.1 The intent of this bylaw is to authorize the expenditure of funds for the normal maintenance and operations of the Town of Faro for fiscal year 2025 (January 1, 2025 to December 31, 2025).

**3. General Operation of the Bylaw**

3.1 The 2025 Annual Operating Budget attached hereto as Schedule "A" and forming part of this bylaw, is hereby adopted.

3.2 The expenditures referred to in Schedule "A" shall not be amended, altered, or varied in such a manner which increases the total expenditure, except by Bylaw.

3.3 A bank account with a minimum balance of \$10,000 shall be maintained separately from the Town's general investments to cover monies held in trust by the Town for the year.

3.4 Notwithstanding Clause 3.2, Council may by a unanimous resolution, rededicate, reallocate, or otherwise reassign funding within the budget provided that the total expenditures authorized by this bylaw are not exceeded.

**4. Effective Date**

4.1 Bylaw 2024-05 shall be rescinded.

4.2 This Bylaw shall come into effect upon Third and Final Reading.

READ A FIRST TIME this 18<sup>th</sup> day of March, 2025.

READ A SECOND TIME this 18<sup>th</sup> day of March, 2025.

READ A THIRD TIME and finally passed this \_\_\_\_\_ day of April, 2025.

-----  
Jack Bowers, Mayor

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Larry Baran, CAO

Town of Faro

Bylaw 2025-03

Schedule "A"

Ordinary Income/Expense

Income

0301 · Council/Legislative	1,300.00
0302 · Administrative	3,730,231.00
0333r · Protective Service	34,256.00
0338r · Public Works r	83,800.00
0345r · Environmental Use & Protection	450,300.00
0355r · Economic Development	6,000.00
0362r · Recreation and Culture	75,669.00
4950000 · Amortization not Funded	1,200,000.00
4999999 · Transfer from Gen. Surpl. Oper.	97,986.00

Total Income 5,679,542.00

Gross Profit 5,679,542.00

Expense

0333e · Protective Services e	159,307.00
0338e · Public Works e	1,460,867.00
0345e · Environmental Use and Protectio	591,370.00
0355e · Economic Development e	43,110.00
0362e · Recreation & Culture	785,731.00
0370 · Council / Legislative	147,141.00
0375 · Administrative e	1,292,016.00
5670000 · Amortization	1,200,000.00

Total Expense 5,679,542.00

Net Ordinary Income 0.00

Other Income/Expense

Other Income

7000000 · Capital Funding 732,297.00

Total Other Income 732,297.00

Other Expense

8000000 · Capital Expenditures 732,297.00

Total Other Expense 732,297.00

Net Other Income 0.00

Net Income 0.00



## Town of Faro Memorandum

**To:** Mayor & Council

April 1, 2025

**From:** Larry Baran, CAO

**Re:** 3rd & Final Reading of Bylaw 2025-04 - 2025 Capital Budget Bylaw

Council will remember providing 1<sup>st</sup> & 2<sup>nd</sup> Reading of Bylaw 2025-04 at the March 18, 2025 Regular Council Meeting.

Administration respectfully requests that Council provide Third & Final Reading at the April 1, 2025 Regular Council Meeting.



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## TOWN OF FARO BYLAW 2025-04

### "A Bylaw to adopt the 2025 to 2028 Capital Budget and Expenditures Program"

**WHEREAS** Section 220 of the *Municipal Act* ("the Act"), Chapter 154, Statutes of the Yukon, provides that Council may create bylaws; and

**WHEREAS** Section 238 (2) of the *Act* provides that on or before April 15 in each year, the Council shall cause to be prepared the annual capital budget for the current year and the capital expenditure program for the next three financial years and shall by bylaw adopt these budgets;

**NOW THEREFORE** the Municipal Council of the Town of Faro in the Yukon Territory, in open meeting assembled, hereby ENACTS AS FOLLOWS:

**1.0 Citation of Bylaw**

1.1 This bylaw may be cited as the "2025 to 2028 Capital Budget and Expenditures Program Bylaw".

**2. Purpose and Application**

2.1 The purpose of this Bylaw is to authorize the expenditure of funds for the acquisition of assets in accordance Schedule A of this bylaw.

**3. General Operation of the Bylaw**

3.1 The 2025 Capital Budget and 2026 to 2028 Capital Expenditures Program, attached hereto as Schedule "A" and forming part of this bylaw, is hereby adopted.

3.2 The expenditures referred to in Schedule "A" shall not be amended, altered, or varied in such a manner which increases the total expenditure, except by Bylaw.

**4. Effective Date**

4.1 Bylaw 2024-06 shall be rescinded.

4.2 This Bylaw shall come into effect upon Third and Final Reading.

READ A FIRST TIME this 18<sup>th</sup> day of March, 2025.

READ A SECOND TIME this 18<sup>th</sup> day of March, 2025.

READ A THIRD TIME and finally passed this \_\_\_\_\_ day of April, 2025.

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Jack Bowers, Mayor

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Larry Baran, CAO

**Town of Faro**  
**Capital Budget 2025**  
**and 2026 to 2028 Capital Expenditures Program**  
**2025**

Bylaw # 2025-04  
Schedule "A"

Fire Rescue Truck Upgrades	40,000
Firefighters' Gear - 4 sets	12,000
Weight Room Equipment	85,000
Computers -Rec Centre	7,000
Computers - Admin & PW	11,500
Computers - back-up server	18,000
Audio -Visual System for Rec Centre - Sportsman's Lounge	6,000
Town Office Energy Upgrades - complete project	7,500
Rec Centre - Security Upgrades	15,000
CDF Recreation Renovations (Kitchen & other space)	50,000
Street Sweeper - Freight	6,450
Solid Waste Improvements	40,224
Distribution Backup Generator - complete project	186,000
Animal Shelter	80,000
Underground Oil Tanks Replacement (phase 1)	25,000
SCADA - new electronic equipment update and relocation - complete the project	10,000
Rec Kitchen RFP Detailed Design - complete project	32,623
Well# 6 Installation - complete project	50,000
WWT1 Electrical AHF & Power Condenser in Water Treatment Bldg	50,000
<b>Total</b>	<b>732,297</b>

**2026**

Underground Fuel Tanks Replacement (Phase 2)	75,000
Recreation Centre Renovation Phase 2	650,000
Skid Steer (c/w forks, bucket, brusher head, snow bucket, blade)	140,000
Fire Truck	700,000
PWFH 2 Post Heavy Vehicle Lift	50,000
Two Golf Carts for Gardening Dept	20,000
4x4 Backhoe Loader - New	245,000
Bobcat Jack-hammer attachment	15,000
Refinish Siding - Town Office	60,000
Refinish Siding - CRIC	80,000
Pool Slide	30,000
VanGorda Trail Bridge Replacement	100,000
Rec Centre Elevator	100,000
<b>Total</b>	<b>2,265,000</b>

**CONTRIBUTED CAPITAL ASSETS**

Completion of Phase 2	10,975,000
Arena Ice plant	1,500,000
<b>Total</b>	<b>12,475,000</b>

**2027**

Underground Fuel Tanks Replacement (Phase 3)	75,000
Recreation Centre Renovation Phase 3	100,000
Recreation Centre Renovations (Roof, Flooring)	1,500,000
<b>Total</b>	<b>1,675,000</b>

**2028**

**CONTRIBUTED CAPITAL ASSETS**

Underground Infrastructure Replacement Phase3	<b>8,700,000</b>
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# Town of Faro Memorandum

**To:** Mayor & Council

April 1, 2025

**From:** Larry Baran, CAO

**Re:** New Zoning Bylaw – Status Report

As Council is aware, with the approval of the Housing Accelerator Fund (HAF), one of the projects included in that list of tasks approved to be completed was the update of the old Zoning Bylaw to meet the requirements of the new Official Community Plan (OCP).

Attached is a brief report from Graham White, of our consultants Elevator Yukon. Council may remember that Graham was one of the key people who manoeuvred our OCP through the YG maze the last few days to gain Ministerial approval. Administration has gained a great deal of trust in his skills and knowledge, coupled with his knowledge of Faro's OCP, we believe that he will be able to anticipate the areas in the old Zoning Bylaw that will need to be revisited and updated.

No motion of Council is required at this time as this Zoning Bylaw Update Report is only meant as information for Council.



**TO:** Mayor and Council, Town of Faro

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

**DATE:** March 28, 2025

**SUBJECT:** Faro Zoning Bylaw Rewrite - Presentation and Examples

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**PURPOSE:** This report provides examples of the updates that Elevator Yukon is proposing for Faro's Zoning Bylaw rewrite. A presentation by Graham White will accompany this report.

**BACKGROUND:** The Town of Faro adopted their new Official Community Plan in September of 2024. Under the Yukon's Municipal Act legislation, the Town of Faro is required to update their Zoning Bylaw within 2 years of passing the OCP. The proposed updates to the Faro zoning bylaw seek to bring this important policy document in line with the 2024 Faro OCP. Additionally, the Town of Faro received funding from the Government of Canada's Housing Accelerator Fund to consider changes to the zoning bylaw that would support missing middle housing – housing that include rental units, higher-density options, and zoning amendments for more flexible housing solutions.

#### **ZONING BYLAW REWRITE GOALS**

The goals of this bylaw rewrite include:

1. Updating the bylaw to reflect changes resulting from the adoption of the 2024 OCP as required by the Yukon Municipal Act;
2. Supporting the OCP goals for Housing through (1) Addition of Secondary uses to residential, commercial and industrial zones and (2) Increasing housing density and types to all zones;
3. Supporting the OCP goals for Economy and Employment by (3) Removing barriers for home-based businesses areas; and
4. Reducing bureaucratic discretion and clarifying permitted uses to provide certainty, support fairness and expedite processes for those wishing to develop in Faro (4-7).

## ZONING BYLAW REWRITE IMPLEMENTATION

Sections 1-7 below outlines details of the proposed amendments made to the zoning bylaw with expected outcomes and examples of how this may be implemented.

### 1. Addition of Secondary uses to residential, commercial and industrial zones (Goals 1 and 2)

#### Summary of Changes:

- Creating a secondary use section to most zones. This is in addition to the previously existing 'permitted' and 'discretionary' uses for most zones.
- This change will support two HAF initiatives, which will require this zoning change to proceed.
- It will also ensure developments are compliant with the OCP.

#### Expected outcomes:

In the previous version of the Faro zoning bylaw, all zoning uses were either permitted or discretionary. As a result, structures that would have been typically designated as a secondary use, such as a garage were considered to fulfill the principal/primary use. This could lead to underutilized lots and not meeting the intention of that zone, as well as being incongruent with the OCP.

#### Example:

Allowing Guest cabin as principal use in the Residential - Country zone could allow someone to create guest cabins on this lot as the only use, which does not align with the purpose, which is to provide a zone for single detached housing for a rural lifestyle. Instead, this could lead to a commercial business without the residential use, which should be the principal and main use of the lot. By changing guest cabins to a secondary use, it means that a permanent dwelling is to be created first and that other uses can be accessed after.

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### 2. Allowing for gentle housing density and housing types to all zones (Goals 1, 2 and 3)

#### Summary of Changes:

- Expanding the definition of living suites to secondary suites. This will encompass and permit a variety of secondary housing units, such as garden suites (small detached secondary dwellings) and living suites (apartments within a freestanding home).
- Adjusting density within existing residential areas and allowing for an additional dwelling on commercial and industrial lots.
- Ensuring appropriate dwelling types are permitted in Residential zones
- Specifying the maximum number of dwellings units permitted per lot in each zone.

**Expected outcomes:**

Permitting secondary suites in all zones will allow for gentle density in all residential zones as well as opportunities for dwellings on commercial and industrial lots. This update to the zoning bylaw is directly tied to ensuring success of two of Faro's Housing Accelerator Funding initiatives - a grant for conversion of non-residential to residential, and another grant for development of missing middle housing.

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**3. Removing barriers for home-based businesses areas (Goals 1 and 3)**

**Summary of Changes:**

- Adjusting strict requirements for home-based businesses to allow for more flexibility while ensuring that they won't create a nuisance to neighbours or change the residential nature of lot
- By adding secondary suites to commercial and industrial zones, expands the use option for more home-based businesses in those locations

**Expected outcomes:**

Home-based businesses allow for low disruption business to be operated in a residential zone. For example, this could be a good option for a hairdresser or massage therapist who wants to move to Faro but finds it expensive to purchase/rent a commercial space for their business while also purchasing/renting a house. The flexibility of this will allow for more professionals to be able to live in Faro, while providing necessary services that otherwise individuals need to travel to another community to receive.

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**4. Adding development regulation specifics to most zones (Goals 1 and 4)**

**Summary of Changes:**

- Specifying number of dwelling units, lot size minimums, lot line setbacks and other specifics in each zone where development is straightforward

**Expected Outcomes:**

These changes will increase efficiency, consistency and certainty when it comes to developing within these zones. Currently most zones have regulations (number of dwelling units, lot sizes, setbacks, etc) that are at the discretion of the development officer and in most cases, noting specific requirements within the bylaw creates greater transparency and trust. It also streamlines the development process, which is an important aspect of alleviating housing pressure. However, for instances where an apartment or other large type of development is required, it can be appropriate to have more discretion, and the wording in this bylaw rewrite allows for that flexibility.

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## **5. Addition of permitted temporary residence (Goals 1 and 4)**

### **Summary of Changes:**

- Added section for how and when temporary residence can be used during the construction of a permanent dwelling on a lot.

### **Expected Outcomes:**

If there is a vacant lot and an individual is undertaking the majority of the work themselves to construct a dwelling, it is often more financially feasible to live on the site during the short construction season. This will allow for a reduction in cost to the owner and likely a quicker construction of the dwelling. This could also be utilized if someone purchases an abandoned residential property and is conducting significant renovations on the dwelling.

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## **6. Cleaning up definitions, references to subsections and making wording consistent (Goals 1 and 4)**

### **Summary of changes:**

- Ensuring that referenced subsections within the zoning bylaw are correct and directly applicable.
- Updating definitions to stronger and more certain language.

### **Examples:**

Family care facilities was listed as a permitted use in Residential - Single zone however it was not defined. It was removed as Family Day Home captures what should be permitted with this zone.

Day Care center listed as permitted use in Community Use zone but no definition – changed to Child Care Centre which has definition.

Dwelling Unit was defined as usually having facilities for cooking, sleeping, sanitary, etc uses. This adds uncertainty and interpretation where there should not be any. Stronger wording was added by changing 'usually having' to 'contains'.

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## **7. Expansion of non-conforming Section (Goals 1 and 4)**

### **Summary of Changes:**

- Adding in specifics about how non-conforming uses are treated and what is permitted. This includes how changes can and cannot be made to this type of use, when such a use cannot continue, etc.

### **Expected Outcomes:**

When purchasing a lot with a non-conforming use it is better for the purchaser to have more of the specific information within the zoning bylaw to provide clarity about what is and what is not permitted regarding that use. By locating more of the important

information about these types of uses within the zoning bylaw, as opposed to needing to reference it in Municipal Act, this will decrease misunderstandings or challenges as more people move to Faro, as is projected in the OCP.

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**STRATEGIC PRIORITIES:** The Zoning Bylaw and OCP guide all development in the community and are required under Yukon's *Municipal Act*.

**NEXT STEPS:** Once Council has provided input and shaped our approach to the rewrite, Elevator Yukon will amend the bylaw and bring forward amendments for due process under the bylaw revision process.

Submitted By:



\_\_\_\_\_  
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Submitted By:  
*Graham White*

\_\_\_\_\_  
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# Town of Faro Memorandum

To: Mayor & Council

Date: April 1, 2025

From: Lenka Kazda, GMF

Re: Fees and Charges Bylaw 2023-04, Schedule A

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Administration has updated the attached schedule as per the discussions during the budget meetings. We are bringing the updated schedule back to the Council for review and approval.

Please note that all changes proposed at this time for the **Fees & Charges Bylaw** are focused on the delivery of Recreation Department services only. Services provided by the Public Works Department are currently under review and adjustments may be brought to Council in the future

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

Resolution # \_\_\_\_\_

**THAT** Council approve change of "Schedule A" of **Fees & Charges Bylaw** as reviewed and discussed at the April 1, 2025, Regular Council Meeting.

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

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

Any discussion?

All in Favour?

Any Opposed?

Carried/Defeated



**Town of Faro - Bylaw 2023-04**  
**Fees and Charges Bylaw**  
**Schedule "A"**

**DRAFT FOR DISCUSSION APRIL 1, 2025**

*Approved Schedule as updated on  
With Resolution #*



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

DRAFT FOR DISCUSSION APRIL 1, 2025

Approved Schedule as updated on  
With Resolution #

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		Section 7.2		\$ 100.00	GST Exempt	2024-05-01
Animal Control	Special Permit		Section 8.2		\$ 75.00	GST Exempt	2024-05-01
Animal Control	Hen Permit		Section 9.1		\$ 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		\$ 30.00	GST Exempt	2024-05-01
Animal Control	Impoundment	First in 12 month period without a license	Section 13.9 Must purchase License		\$ 50.00	GST Exempt	2024-05-01
Animal Control	Impoundment	Second in 12 month period	Section 13.9		\$ 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		\$ 50.00	GST Extra	2024-05-01

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

DRAFT FOR DISCUSSION APRIL 1, 2025

Approved Schedule as updated on  
With Resolution #

Department	Fee Type	Description	Additional Details	Unit	Fee	Fee	GST applicable	Effective Date for Fee
Administration	Business License	Notice of Change			\$ 20.00	\$ 30.00	GST Exempt	2025-01-01
Administration	Business License	Request an Appeal			\$ 60.00	\$ 70.00	GST Exempt	2025-01-01
Administration	Business License	Class 1	Resident		\$ 30.00	\$ 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			as per Mill Rate			Due July 1st
Administration	Photocopying	Minimum Charge			\$ 1.00	\$ 5.00	GST EXTRA	2024-05-01
Administration	Photocopying	Black		page	\$ 0.10	\$ 0.25	GST EXTRA	2024-05-01
Administration	Photocopying	Black	customer supplied paper	page	\$ 0.08	\$ 0.20	GST EXTRA	2024-05-01
Administration	Photocopying	Colour		page	\$ 0.25	\$ 0.50	GST EXTRA	2024-05-01
Administration	Photocopying	Colour	customer supplied paper	page	\$ 0.23	\$ 0.45	GST EXTRA	2024-05-01
Administration	Fax				\$ 2.00	\$ 5.00	GST EXTRA	2024-05-01

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

DRAFT FOR DISCUSSION APRIL 1, 2025

Approved Schedule as updated on  
With Resolution #

Department	Fee Type	Description	Additional Details	Unit	Fee	Fee	GST applicable	Effective Date for Fee
Administration	Tax Certificate				\$ 25.00	\$ 25.00	GST Exempt	2023-07-01
Administration	Penalty on any invoices not paid within 90 days	as pre Resolution #24-319			\$ 25.00	10.00%		2024-09-17

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

DRAFT FOR DISCUSSION APRIL 1, 2025

Approved Schedule as updated on  
With Resolution #

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

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

DRAFT FOR DISCUSSION APRIL 1, 2025

Approved Schedule as updated on  
With Resolution #

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				\$ 10.00	GST Exempt	2024-05-01
Cemetery	Interment Permit				\$ 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  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025**

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  
With Resolution #*

**DRAFT FOR DISCUSSION APRIL 1, 2025**

Department	Fee Type	Description	Additional Details	Unit	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	\$ 250.00	GST EXTRA	2024-05-01
Equipment Rental	Equipment with Operator	Excavator	add 50% for callout outside of regular business hours	per hour	\$ 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	\$ 200.00	GST EXTRA	2024-05-01
Equipment Rental	Equipment with Operator	Grader	add 50% for callout outside of regular business hours	per hour	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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	\$ 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

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

Approved Schedule as updated on  
With Resolution #

### DRAFT FOR DISCUSSION APRIL 1, 2025

Department	Fee Type	Description	Additional Details	Unit	Fee	GST applicable	Effective Date for Fee
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	\$ 30.00	GST EXTRA	2024-05-01
Equipment Rental	Tire Change Over/Repairs	Change Over, over 20"	Tire/Rim must be off vehicle	unit	\$ 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	\$ 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	\$ 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	Subject to mobilization and demobilization costs		each	\$ 40.00	GST EXTRA	2024-05-01
Equipment Rental	After Hours Call Out Fee		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"**

Approved Schedule as updated on  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025 -2.4% increase**

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	No Charge		2023-07-01
Landfill	Tipping Fees and Controlled Waste	White goods not containing ODS	ODS = Ozone Depleting Substances		No Charge	No Charge		2023-07-01
Landfill	Tipping Fees and Controlled Waste	Vehicle bodies (fluids drained, no ODS, tires off)	SW Account Holders only		\$ 100.00	\$ 102.40	GST Exempt	2025-07-01
Landfill	Tipping Fees and Controlled Waste	Tires off rims			No Charge	No Charge		2023-07-01
Landfill	Tipping Fees and Controlled Waste	E-waste			No Charge	No Charge		2023-07-01
Landfill	Tipping Fees and Controlled Waste	Scrap metal			No Charge	No Charge		2024-07-01
Landfill	Tipping Fees and Controlled Waste	Bagged Residential Waste	Residential property WITHOUT an account at the Town	per Bag	\$ 10.00	\$ 10.24	GST Exempt	2025-07-01
Landfill	Tipping Fees and Controlled Waste	Sorted waste Small Household Load for non-residential property without an account at the Town		per Load	\$ 100.00	\$ 102.40	GST Exempt	2025-07-01
Landfill	Tipping Fees and Controlled Waste	Sorted Waste* Commercial		cubic metre (m <sup>3</sup> )	\$ 121.00	\$ 123.90	GST Exempt	2025-07-01
Landfill	Tipping Fees and Controlled Waste	Unsorted Waste* Commercial		cubic metre (m <sup>3</sup> )	\$ 291.35	\$ 298.34	GST Exempt	2025-07-01
Landfill	Special Handling Fees	Tires on rims	24" or under, otherwise not accepted	per tire	\$ 40.00	\$ 40.96	GST Exempt	2025-07-01
Landfill	Special Handling Fees	White Goods containing ODS		each	\$ 65.00	\$ 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	\$ 200.00	\$ 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		\$ 75.00	\$ 76.80	GST Exempt	2025-07-01
Landfill	Special Handling Fees	Asbestos		cubic metre (m <sup>3</sup> )	\$ 500.00	\$ 512.00	GST Exempt	2025-07-01
Landfill	Residential Collection	Urban Residential		per quarter	\$ 69.78	\$ 71.46	GST Exempt	2025-07-01
Landfill	Residential Collection	Country Residential		per quarter	\$ 34.89	\$ 35.73	GST Exempt	2025-07-01

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

Approved Schedule as updated on  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025 -2.4% increase**

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	\$ 651.31	\$ 666.94	GST Exempt	2025-07-01
Landfill	Commercial/Industrial Collection	4 yard container	Where the Town supplies a container:	per quarter	\$ 434.20	\$ 444.62	GST Exempt	2025-07-01
Landfill	Commercial/Industrial Collection	Container to collect Cardboard	Where the Town supplies a container:	per quarter	\$ 300.00	\$ 307.20	GST Exempt	2025-07-01
Landfill	Commercial/Industrial Collection	Other commercial premises		per quarter	\$ 145.39	\$ 148.88	GST Exempt	2025-07-01
Landfill	Excess waste dropped off at Waste Management Facility	Small Load from a residential household			No Charge			2023-07-01
Landfill	Regional Waste Transfers	Sorted Waste	conversion of m <sup>3</sup> = 3/4 tonne, or at \$300/ tonne	cubic metre (m <sup>3</sup> )	TBD		GST Exempt	2023-07-01
Landfill	Regional Waste Transfers	Demolition Materials	conversion of m <sup>3</sup> = 3/4 tonne, or at \$300/ tonne	cubic metre (m <sup>3</sup> )	TBD		GST Exempt	2023-07-01
Landfill	Regional Waste Transfers	Un-Sorted Waste	conversion of m <sup>3</sup> = 3/4 tonne, or at \$450/ tonne	cubic metre (m <sup>3</sup> )	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 <sup>3</sup>	\$ 29.37	\$ 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)			\$ 50.00	\$ 51.20	GST EXTRA	2025-07-01
Landfill	Call-out fee to open Landfill	Outside of regular business hours			\$ 320.00	\$ 327.68	GST EXTRA	2025-07-01

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

Approved Schedule as updated on  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025**

Department	Fee Type	Description	Additional Details	Unit	Fee	GST applicable	Effective Date for Fee
Recreation Fees	Recreation - Campground	Camp Site w 20 Amp & Water		per Night	\$ 50.00	GST Included	2024-05-01
Recreation Fees	Recreation - Campground	Camp Site w 20 Amp & Water		per Week	\$ 275.00	GST Included	2024-05-01
Recreation Fees	Recreation - Campground	Camp Site w 20 Amp & Water		per Month	\$ 875.00	GST Included	2024-05-01
Recreation Fees	Recreation - Campground	Camp Site w 50 Amp Full Service		per Night	\$ 65.00	GST Included	2024-05-01
Recreation Fees	Recreation - Campground	Camp Site w 50 Amp Full Service		per Week	\$ 400.00	GST Included	2024-05-01
Recreation Fees	Recreation - Campground	Camp Site w 50 Amp Full Service		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  
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**DRAFT FOR DISCUSSION APRIL 1, 2025**

Department	Fee Type	Description	Additional Details	Unit	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			\$ 7.00	GST Included	2024-05-01
Recreation Fees	Recreation - Campground	Monthly Shower Pass	for Resident		\$ 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"**

Approved Schedule as updated on  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025**

Department	Fee Type	Description	Additional Details	Unit	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  
With Resolution #

DRAFT FOR DISCUSSION APRIL 1, 2025

Department	Fee Type	Description	Additional Details	Unit	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	<del>Recreation - Equipment Rental Fees</del>	<del>Sound Equipment, Projector, AV</del>	<del>includes staff setup</del>	<del>Town-to provide quote</del>		<del>GST Included</del>	<del>2024-05-01</del>
Recreation Fees	Recreation - Equipment Rental Fees	<del>Dunk Tank</del>		<del>per day</del>	<del>\$ 60.00</del>	<del>GST Included</del>	<del>2024-05-01</del>
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	Recreation - Service	Helium - XL Foil Balloon	Advance notice required	each	\$ 35.00	GST Included	2025-05-01

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

Approved Schedule as updated on  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025**

Department	Fee Type	Description	Additional Details	Unit	Fee	GST applicable	Effective Date for Fee
Recreation Fees	Drop-in Rates - Arena, Weight Room, Squash, & Pool	Child 3 and under	w guardian	per day	n/c		2024-05-01
Recreation Fees	Drop-In Rates - Arena, Weight Room, Squash, & Pool	Child		per day	\$ 4.00	GST Included	2024-05-01
Recreation Fees	Drop-In Rates - Arena, Weight Room, Squash, & Pool	Youth		per day	\$ 5.00	GST Included	2024-05-01
Recreation Fees	Drop-In Rates - Arena, Weight Room, Squash, & Pool	Adult		per day	\$ 6.00	GST Included	2024-05-01
Recreation Fees	Drop-In Rates - Arena, Weight Room, Squash, & Pool	Senior		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"**

*Approved Schedule as updated on  
With Resolution #*

**DRAFT FOR DISCUSSION APRIL 1, 2025**

<b>Department</b>	<b>Fee Type</b>	<b>Description</b>	<b>Additional Details</b>	<b>Unit</b>	<b>Fee</b>	<b>GST applicable</b>	<b>Effective Date for Fee</b>
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"**

Approved Schedule as updated on  
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**DRAFT FOR DISCUSSION APRIL 1, 2025**

Department	Fee Type	Description	Additional Details	Unit	Fee	GST applicable	Effective Date for Fee
Recreation Fees	Weight Room Membership Fees	Youth		1 month	\$ 25.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Youth		3 months	\$ 50.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Youth		1 year	\$ 150.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Adult	Key Deposit Required (not included in pricing)	Local Resident 1 month	\$ 50.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Adult	Key Deposit Required (not included in pricing)	Local Resident 3 month	\$ 85.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Adult	Key Deposit Required (not included in pricing)	Local Resident 1 Year	\$ 250.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Adult	Key Deposit Required (not included in pricing)	Resident 1 month	\$ 60.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Adult	Key Deposit Required (not included in pricing)	Non-Resident 3 month	\$ 100.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Adult	Key Deposit Required (not included in pricing)	Non-Resident 1 year	\$ 300.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Senior	Key Deposit Required (not included in pricing)	Resident 1 month	\$ 25.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Senior	Key Deposit Required (not included in pricing)	3 months	\$ 50.00	GST Included	2024-05-01
Recreation Fees	Weight Room Membership Fees	Senior	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"**

Approved Schedule as updated on  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025**

Department	Fee Type	Description	Additional Details	Unit	Fee	GST applicable	Effective Date for Fee
Recreation Fees	Squash Court Membership Fees	Youth		1 month	\$ 20.00	GST Included	2024-05-01
Recreation Fees	Squash Court Membership Fees	Youth		3 months	\$ 30.00	GST Included	2024-05-01
Recreation Fees	Squash Court Membership Fees	Youth		1 year	\$ 50.00	GST Included	2024-05-01
Recreation Fees	Squash Court Membership Fees	Adult	Key Deposit Required (not included in pricing)	1 month	\$ 30.00	GST Included	2024-05-01
Recreation Fees	Squash Court Membership Fees	Adult	Key Deposit Required (not included in pricing)	3 months	\$ 60.00	GST Included	2024-05-01
Recreation Fees	Squash Court Membership Fees	Adult	Key Deposit Required (not included in pricing)	1 year	\$ 120.00	GST Included	2024-05-01
Recreation Fees	Squash Court Membership Fees	Senior	Key Deposit Required (not included in pricing)	1 month	\$ 20.00	GST Included	2024-05-01
Recreation Fees	Squash Court Membership Fees	Senior	Key Deposit Required (not included in pricing)	3 months	\$ 30.00	GST Included	2024-05-01
Recreation Fees	Squash Court Membership Fees	Senior	Key Deposit Required (not included in pricing)	1 year	\$ 50.00	GST Included	2024-05-01
<b>*****</b>							
Recreation Fees	Faro Pool - Season's Pass	Child			\$ 75.00	GST Included	2024-05-01
Recreation Fees	Faro Pool - Season's Pass	Youth			\$ 75.00	GST Included	2024-05-01
Recreation Fees	Faro Pool - Season's Pass	Adult			\$ 100.00	GST Included	2024-05-01
Recreation Fees	Faro Pool - Season's Pass	Senior			\$ 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

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

Approved Schedule as updated on  
With Resolution #

### DRAFT FOR DISCUSSION APRIL 1, 2025

Department	Fee Type	Description	Additional Details	Unit	Fee	GST applicable	Effective Date for Fee
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**Notes:** Drop-in and passes do not include programming unless otherwise specified.

Campsite Rentals include dumping at the dump station.

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.

**Memberships:**

- Child
- Youth
- Adult
- Senior
- Family

- Ages 4-12
- Ages 13-18
- Ages 19-59
- Age 60+

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

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.

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  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025 -2.4 % increases**

Department	Fee Type	Description	Additional Details	Unit	Fee	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	TBD	GST Exempt	2025-07-01
Utilities	Residential: Water Utility Rates	Each Dwelling Unit		Per Quarter	\$160.92	\$164.78	GST Exempt	2025-07-01
Utilities	Residential: Water Utility Rates	Each Unconnected Dwelling Unit	50% of Connected Rate	Per Quarter	\$80.46	\$82.39	GST Exempt	2025-07-01
Utilities	Residential: Apartments	First Apartment		Per Quarter	\$160.92	\$164.78	GST Exempt	2025-07-01
Utilities	Residential: Apartments	Second and each additional		Per Quarter	\$88.51	\$90.63	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Minimum Charge		Per Quarter	\$160.92	\$164.78	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	First Business		Per Quarter	\$160.92	\$164.78	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Each Additional Business		Per Quarter	\$160.92	\$164.78	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Catering Service - Kitchen		Per Quarter	\$175.54	\$179.75	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Catering Service - Other Facilities	Per fixture	Per Quarter	\$25.28	\$25.88	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Office	Per fixture	Per Quarter	\$25.28	\$25.88	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Garage - Service Station		Per Quarter	\$160.92	\$164.78	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Vehicle or Equipment Wash Bay		Per Quarter	\$321.85	\$329.57	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Theatre, Rec Centre, Health Centre, of School	Per fixture	Per Quarter	\$25.28	\$25.88	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Coin Laundry	Each Machine	Per Quarter	\$175.54	\$179.75	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Commercial Laundry	Each Machine	Per Quarter	\$351.11	\$359.54	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Hotel - Base Rate incl Boiler & Laundry		Per Quarter	\$175.54	\$179.75	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Hotel - Rental Rooms or Dwelling Units		Per Quarter	\$43.90	\$44.95	GST Exempt	2025-07-01

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

Approved Schedule as updated on  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025 -2.4 % increases**

Department	Fee Type	Description	Additional Details	Unit	Fee	Fee	GST applicable	Effective Date for Fee
Utilities	Commercial: Water Utility Rates	Hotel - Each Public Facility Fixture (e.g.: Restroom)		Per Quarter	\$25.28	\$25.88	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Lounge, Café, Tavern, Restaurant, Dining Room		Per Quarter	\$175.54	\$179.75	GST Exempt	2025-07-01
Utilities	Commercial: Water Utility Rates	Lounge, Café, etc. - Each Public Facility Fixture (e.g.: Restroom)		Per Quarter	\$25.28	\$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> )	\$3.33	\$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> )	\$6.67	\$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> )	\$19.94	\$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> )	\$29.93	\$30.65	GST Exempt	2025-07-01
Utilities	Bulk Water Sales	Residential Account Minimum		Per Quarter	\$53.21	\$54.48	GST Exempt	2025-07-01
Utilities	Bulk Water Sales	Residential Account Maximum		Per Quarter	\$160.92	\$164.78	GST Exempt	2025-07-01
Utilities	Bulk Water Sales	Commercial/Non-Residential Account Minimum		Per Quarter	\$160.92	\$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			100% of applicable rate	100% of applicable rate	GST Exempt	2025-07-01
Utilities	Sewer Rates	Bulk Liquid Sewage Disposal		Per Load	\$299.24	\$306.43	GST Exempt	2025-07-01
Utilities	Backflow Prevention Device	Town-Supplied			\$135.00	\$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			\$100.00	\$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			N/C			2024-07-01
Utilities	Penalty	Charged if quarterly water, sewer and refuse invoices unpaid after the due date			10%	10%	GST Exempt	2024-07-01

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

Approved Schedule as updated on  
With Resolution #

**DRAFT FOR DISCUSSION APRIL 1, 2025 -2% increase**

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