



Agenda
Town of Faro Regular Council Meeting
April 21, 2026, at 7:00 p.m.
Council Chambers

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
 - 2.1 Council Meeting Agenda
- 3. DELEGATIONS & HEARINGS**
 - 3.1 Sgt Cedric Proulx, RCMP Ross River/Faro Detachment Commander
- 4. BUSINESS ARISING FROM DELEGATIONS & HEARINGS**
- 5. ADOPTION OF MINUTES**
 - 5.1 Minutes of the April 7, 2026, Regular Meeting of Council
 - 5.2 Minutes of the April 14, 2026, Special 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. Manager of Operations
 - 8.3.3. Manager of Recreation and Culture
 - 8.4 Health and Safety Committee
 - 8.4.1. Minutes of the February 17, 2026, Health & Safety Committee
 - 8.4.2. Minutes of the March 17, 2026, Health & Safety Committee
- 9. BYLAWS**
- 10. UNFINISHED BUSINESS**
 - 10.1 Hiring Policy
 - 10.2 Community Lottery Program Transfer Payment Agreement (2026/2027)
 - 10.3 Seniors Carpet Bowling - Community Lottery Program Application

11. NEW BUSINESS

- 11.1 Request from Del Van Gorder Graduation Class Landfill Clean-up Fundraiser
- 11.2 Faro Golf Club Request for Authorization for Liquor Use Permit
- 11.3 Faro Golf Club re: Support for Annual Golf Tournament
- 11.4 Proposed MOU Tintina Gun Club
- 11.5 Recreation Rules Policy – Draft
- 11.6 Weight Room Passes for Medical Professionals
- 11.7 Housing Accelerator Fund Application – Residential Conversion Grant

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

- 12.1 Letter from Valerie Fromme, Returning Officer, Del Van Gorder School Council Election

13. PUBLIC QUESTION PERIOD

14. IN-CAMERA

- 14.1 Land Matter - in accordance with Municipal Act Section 213 (3)(e) re: Subdivision Application
- 14.2 Conduct of Investigations - in accordance with Municipal Act Section 213 (3)(g) re: Code of Conduct (C04, C05, C11)
- 14.3 Communications Matter in accordance with Municipal Act Section 213 (3)(e) re: Draft Communications

15. ADJOURNMENT



Minutes
Town of Faro Regular Council Meeting
April 7, 2026, at 7:00 p.m.
Council Chambers

PRESENT:

| | | | |
|-------------|------------------------|---|-------------------|
| Mayor | Jack Bowers | CAO | Kimberly Ballance |
| Councillors | Gary Jones | Executive Assistant/ Finance Assistant | Trudy Amos |
| | Wendy Michell-Larocque | | |
| | Michelle Vainio | | |

Public Present: 8

Public on Zoom: 1

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

2.1 Council Meeting Agenda

Resolution No 26-110

Vainio, Michell-Larocque

RESOLVED THAT the Agenda for the April 7, 2026, Regular Meeting of Council be adopted as presented.

Carried

3. DELEGATIONS & HEARINGS

4. BUSINESS ARISING FROM DELEGATIONS & HEARINGS

5. ADOPTION OF MINUTES

5.1 Minutes of the March 17, 2026, Special Meeting of Council

Resolution No 26-111

Jones, Michell-Larocque

RESOLVED THAT the Minutes of the March 17, 2026, Special Meeting of Council be adopted as presented.

Carried

5.2 Minutes of the March 17, 2026, Regular Meeting of Council

Resolution No 26-112

Jones, Michell-Larocque

RESOLVED THAT the Minutes of the March 17, 2026, Regular Meeting of Council be adopted as presented.

Carried

6. BUSINESS ARISING FROM MINUTES

7. FINANCIAL

7.1 Finance Report

Resolution No 26-113

Vainio, Jones

RESOLVED THAT Council receive for information the Finance Manager's report, including the Payment Register Summary and acknowledge the Cheque Register for the period March 11 - 26, 2026.

Carried

8. REPORTS

8.1 Mayor's Report

- Provided a map of a potential area on Blind Creek Road for Future Country Residential for inclusion in the Official Community Plan.
- Provided a map of a potential trail link that could be created between the Wolf Trail and the AEX Road. Noted that this would be a good loop trail for the community as well as various user groups.
- Received information from the Federation of Canadian Municipalities (FCM) on the Build Communities Strong Fund (BCSF) which would be applicable to public infrastructure projects.
- Looks like the region will have a dry Spring which could result in increased Fire Risk for communities and result in activation of Emergency Plan measures.

8.2 Council Reports

Councillor Michell-Larocque

- Attended the Math Night at the Del Van Gorder (DVG) School earlier tonight.
- Nursing rotation remains in effect at the Nursing Station and it looks like we have one doctor a month scheduled for the next few months.

Councillor Vainio

- Also saw the FCM announcement about the BCSF which is positive news for the community.
- Attended a cybersecurity course at Yukon University which was very good and had good attendance from community members. It is important to be aware and protect yourself from online scams.
- The Carpet Bowling Tournament on March 28 had a good turnout with participation from all age groups. The catered lunch and dinner were excellent, and it was great to see that childcare was provided. Noted her appreciation for Recreation Staff and their work on this event.

Councillor Jones

- The DVG School will be hosting a Sugar Shack on Friday from 11:45 am to 12:45 pm as a fundraiser. Frittatas will be available.

- Attended the Coalition of Yukon Chamber of Commerce meeting for two days where there were several good issues raised including employment challenges, energy usage, and potential resurrection of the local Chamber of Commerce. Will pursue some general discussion with local businesses on this. Good event overall.

8.3 Administration's Reports

8.3.1. Chief Administrative Officer

The CAO provided a report and responded to questions from Council.

8.3.2. Manager of Operations

The CAO responded to questions from Council.

8.3.3. Manager of Recreation and Culture

The CAO responded to questions from Council.

9. BYLAWS

9.1 2026-01 - 2026 Operating Budget Bylaw – Second and Third Readings

Resolution No 26-114

Vainio, Michell-Larocque

RESOLVED THAT Council move into Committee of the Whole for public questions on Bylaw No 2026-01.

Carried

Resolution No 26-115

Jones, Michell-Larocque

RESOLVED THAT Council revert to the Regular Meeting.

Carried

Resolution No 26-116

Vainio, Jones

RESOLVED THAT Council provide Second Reading of Bylaw 2026-01, being the 2026 Operating Budget Bylaw.

Carried

Resolution No 26-117

Vainio, Michell-Larocque

RESOLVED THAT Council provide Third Reading of Bylaw 2026-01, being the 2026 Operating Budget Bylaw.

Carried

9.2 2026-02 - 2026 Capital Budget Bylaw – Second and Third Readings

Resolution No 26-118

Vainio, Michell-Larocque

RESOLVED THAT Council move into Committee of the Whole for public questions on Bylaw 2026-02.

Carried

Resolution No 26-119 Vainio, Jones
RESOLVED THAT Council revert to the Regular Meeting.
Carried

Resolution No 26-120 Vainio, Jones
RESOLVED THAT Council provide Second Reading of Bylaw 2026-02, being
the 2026 Capital Budget Bylaw.
Carried

Resolution No 26-121 Michell-Larocque, Jones
RESOLVED THAT Council provide Third Reading of Bylaw 2026-02, being the
2026 Capital Budget Bylaw.
Carried

9.3 2026-03 - 2026 Property Tax Rates Bylaw – Second and Third Readings
Resolution No 26-122 Vainio, Michell-Larocque
RESOLVED THAT Council move into Committee of the Whole for public
questions on Bylaw 2026-03.
Carried

Resolution No 26-123 Jones, Vainio
RESOLVED THAT Council revert to the Regular Meeting.
Carried

Resolution No 26-124 Jones, Michell-Larocque
RESOLVED THAT Council provide Second Reading of Bylaw 2026-03, being
the 2026 Property Tax Rates Bylaw.
Carried

Resolution No 26-125 Michell-Larocque, Jones
RESOLVED THAT Council provide Third Reading of Bylaw 2026-03, being the
2026 Property Tax Rates Bylaw.
Carried

Council discussed providing information to the public about the 2026 Budget.
Administration will provide a draft to Council for its consideration.

10. UNFINISHED BUSINESS

11. NEW BUSINESS

- 11.1 Official Community Plan (OCP) – proposed updates
Council discussed the Report presented by Elevator Yukon, including zone
definitions, population, Appendix II, and adding a new future country
residential area. Council concurred with the recommendations made and

discussed the timing for amending the OCP and the final reading for the Zoning Bylaw.

11.2 Hiring Policy – Draft

Council discussed the policy as presented including the process for hiring Management Staff and requested that two members of Council be included in this process. The Council members would be appointed by Council and must not have a family relationship or pecuniary interest with any of the applicants. Council discussed the hiring for the position of Fire Chief, and appointment requirements set out in the Fire Department Bylaw. Administration will bring forward a final version of the policy for approval.

**11.3 Yukon Environmental and Socio-Economic Assessment Board (YESAB)-
Former Chateau Jomini - Structural Demolition, Lot 158, Faro**

Council discussed the project description, the impact on the landfill, the future requirement for an environmental assessment to ensure full remediation of the land for the underground fuel tank(s), the potential need for the expansion of the landfill site, and the future for the site once demolition takes place. Administration noted that a public comment period will be forthcoming and a draft response will be presented to Council for its consideration.

**11.4 Email request from Tina Freake, dated April 1, 2026, re: Request to borrow hot dog machine for a F.H. Collins Secondary School Graduation Fundraiser
Resolution No 26-126 Jones, Vainio**
RESOLVED THAT Council approves the request dated April 1, 2026, from Tina Freake, on behalf of the F.H. Collins Secondary School’s Graduation Committee, for use of the Town of Faro’s hot dog machine.

Carried

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

13. PUBLIC QUESTION PERIOD

Resolution No 26-127 Jones, Vainio
RESOLVED THAT Council do now move into Committee of the Whole for public question period.

Carried

Public questions.

Resolution No 26-128 Vainio, Michell-Larocque
RESOLVED THAT Council do now revert into Regular Meeting of Council.

Carried

Resolution No 26-129 Jones, Michell-Larocque

RESOLVED THAT Council recess at 8:10 p.m. for five minutes and reconvene in-camera.

Carried

14. IN-CAMERA

- 14.1 Personal Matter in accordance with Municipal Act Section 213 (3)(c) re: Health-related correspondence
- 14.2 Communications Matter in accordance with Municipal Act Section 213 (3)(e) re: Draft Communications

Councillor Vainio and Councillor Jones left the In-Camera Meeting due to a pecuniary interest in Item 14.3.

- 14.3 Land Matter in accordance with Municipal Act Section 213 (3)(e&f) re: Lot 1023

Councillor Jones returned to the meeting.

Resolution No 26-130

Jones, Michell-Larocque

RESOLVED THAT Council revert into the Regular Meeting of Council at 9:02 p.m.

Carried

Resolution No 26-131

Jones, Michell-Larocque

RESOLVED THAT the Mayor be authorized to execute a letter to Ross River Dena Council Chief Loblaw as presented.

Carried

15. ADJOURNMENT

Resolution No 26-132

Jones, Michell-Larocque

RESOLVED THAT the April 7, 2026, Regular Meeting of Council be adjourned at 9:03 p.m.

Carried

Approved at the Regular Meeting
Council held on April 21, 2026, by
Resolution # 26-___

Jack Bowers, Mayor

Kimberly Ballance, CAO



**Minutes
Special Meeting
April 14, 2026, at 6:30 p.m.
Council Chambers**

PRESENT:

Mayor Jack Bowers CAO Kimberly Ballance
Councillors Gary Jones
Wendy Michell-Larocque
Michelle Vainio

Public Present: 0

1. CALL TO ORDER

Mayor Bowers called the meeting to order at 6:35 p.m.

2. ADOPTION OF AGENDA

2.1 Council Meeting Agenda

Resolution 26-133

Jones, Michell-Larocque

RESOLVED THAT the agenda for the April 14, 2026, Special Meeting be adopted as presented.

Carried

Resolution 26-134

Jones, Michell-Larocque

RESOLVED THAT Council hereby convenes in-camera

Carried

3. NEW BUSINESS

Mayor Bowers left meeting.

3.1 Conduct of Investigations - in accordance with Municipal Act Section 213
(3)(g) re: Code of Conduct (C01)

3.2 Conduct of Investigations - in accordance with Municipal Act Section 213
(3)(g) re: Code of Conduct (C02)

Resolution 26-135

Jones, Michell-Larocque

RESOLVED THAT Council reverts into the Special Meeting at 7:00 p.m.

Carried

Resolution 26-136

Jones, Michell-Larocque

RESOLVED THAT Council hereby proceeds with an investigation of Code of Conduct complaint (C02).

Defeated

Council directed the CAO to provide a Report to Council on matters that should be considered during times that the position of Mayor assumes the role of Acting CAO to improve procedural accountability and transparency.

Resolution 26-137

Jones, Michell-Larocque

RESOLVED THAT Council hereby convenes in-camera

Carried

Mayor Bowers returned to the meeting.

Councillor Jones and Councillor Vainio left the meeting.

- 3.3 Conduct of Investigations - in accordance with Municipal Act Section 213 (3)(g) re: Code of Conduct (C03).

Resolution 26-138

Michell-Larocque, Bowers

RESOLVED THAT Council reverts into the Special Meeting at 7:10 p.m.

Carried

Resolution 26-139

Michell-Larocque,

Bowers RESOLVED THAT Council hereby proceeds with an investigation of Code of Conduct complaint (C03)

Defeated

Council directed the CAO to draft a new Code of Conduct Bylaw for Council's consideration, which includes direction on timelines for processing complaints and additional information on external investigation procedures to improve procedural fairness.

Councillor Jones returned to the meeting.

Resolution 26-140

Michell-Larocque, Jones

RESOLVED THAT Council hereby convenes in-camera.

Carried

- 3.4 Conduct of Investigations - in accordance with Municipal Act Section 213 (3)(g) re: Code of Conduct (C06)

Resolution 26-141

Jones, Michell-Larocque

RESOLVED THAT Council reverts into the Special Meeting at 7:25 p.m.

Carried

Resolution 26-142

Jones, Michell-Larocque

RESOLVED THAT Council hereby proceeds with an investigation of Code of Conduct complaint (C06).

Defeated.

Council directed the CAO to provide a Report to Council on matters that should be considered during times that the Deputy Mayor or any Member of Council takes on a lead role in the organization due to conflicts of interest which preclude the Mayor, CAO or Acting CAO from participation in a matter. The focus of this Report to Council should focus on improving procedural accountability and transparency.

Resolution 26-143

Jones, Michell-Larocque

RESOLVED THAT Council hereby convenes in-camera.

Carried

Mayor Bowers left the meeting.

Councillor Vaino returned to the meeting.

- 3.5 Conduct of Investigations - in accordance with Municipal Act Section 213 (3)(g) re: Code of Conduct (C07).

Resolution 26-144

Jones, Michell-Larocque

RESOLVED THAT Council reverts into the Special Meeting at 7:35 p.m.

Carried

Resolution 26-145

Jones, Michell- Larocque

RESOLVED THAT Council hereby proceeds with an investigation of Code of Conduct compliant (C07).

Defeated

Resolution 26-146

Jones, Michell- Larocque

RESOLVED THAT Council hereby convenes in-camera.

Carried

- 3.6 Conduct of Investigations - in accordance with Municipal Act Section 213 (3)(g) re: Code of Conduct (C08)

Resolution 26-147

Jones, Michell- Larocque

RESOLVED THAT Council reverts into the Special Meeting at 7:45 p.m.

Carried

Resolution 26-148

Jones, Michell-Larocque

RESOLVED THAT Council hereby proceeds with an investigation of Code of Conduct complaint (C08);

Defeated

Resolution 26-149

Jones, Michell-Larocque

RESOLVED THAT Council hereby convenes in-camera.

Carried

- 3.7 Conduct of Investigations - in accordance with Municipal Act Section 213 (3)(g) re: Code of Conduct (C09)

Resolution 26-150

Jones, Michell-Larocque

RESOLVED THAT Council reverts into the Special Meeting at 7:55 p.m.

Carried

Resolution 26-151

Jones, Michell-Larocque

RESOLVED THAT Council hereby proceeds with an investigation of Code of Conduct complaint (C09).

Defeated

Council directed the CAO to provide information to Council about available Media Communication training. Council directed that Media Communication training be completed by all members of Council to improve accountability to the public.

Resolution 26-152

Jones, Michell-Larocque

RESOLVED THAT Council hereby convenes in-camera.

Carried

- 3.8 Conduct of Investigations - in accordance with Municipal Act Section 213 (3)(g) re: Code of Conduct (C10)

Resolution 26-153

Jones, Michell-Larocque

RESOLVED THAT Council revert into the Special Meeting of Council at 8:02 p.m.

Carried

Resolution 26-154

Jones,

Michell-Larocque

RESOLVED THAT Council hereby proceeds with an investigation of Code of Conduct complaint (C10).

Defeated

Council directed the CAO to provide information to Council about available Media Communication training. Council directed that Media Communication training be completed by all members of Council to improve accountability to the public.

Mayor Bowers returned to the meeting.

The CAO provided a review of the procedural requirement to provide notice of determinations on Code of Conduct complaints as set out in Section 16.4 of the Code of Conduct Bylaw.

4. ADJOURNMENT

Resolution 26-155

Vainio, Jones

RESOLVED THAT the April 14, 2026, Special Meeting be adjourned at 8:05 p.m.

Carried

Approved at the Regular Meeting
Council held on April 21, 2026, by
Resolution # 26-___

Jack Bowers, Mayor

Kimberly Ballance, CAO



TOWN OF FARO MEMORANDUM

To: Mayor & Council April 14, 2026
From: Akram Shah, Manager of Finance
Re: Finance Report to Council – April 21, 2026, Regular Meeting

Payroll:

| | | |
|------------|---------------|-------------------------------|
| 04/01/2026 | - \$41,352.94 | Covering Period 03/16 – 03/29 |
|------------|---------------|-------------------------------|

GST Return has resulted in a refund in the amount of \$19,181.47

Payment Register Summary Mar 27, 2026 – Apr 14, 2026

| | |
|------------------------|-------------------|
| Administration | -\$31,816.34 |
| Environmental Services | -\$0.00 |
| Professional Fees | - \$11,542.65 |
| PW and Gardening | -\$28,421.24 |
| Recreation and CRIC | -\$3,858.41 |
| Utilities | -\$4,225.93 |
| Total | -79,864.57 |

Town of Faro
Profit & Loss Budget vs. Actual
January through March 2026

| | Jan - Mar 26 | Budget | \$ Over Budget | % of Budget |
|---|---------------------|---------------------|----------------------|---------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 0302 · Administrative | 272,470.90 | 3,748,097.80 | -3,475,626.90 | 7.3% |
| 0333r · Protective Service | 5,709.34 | 34,256.00 | -28,546.66 | 16.7% |
| 0338r · Public Works r | 7,906.18 | 118,480.00 | -110,573.82 | 6.7% |
| 0345r · Environmental Use & Protection | 135,093.85 | 615,600.00 | -480,506.15 | 21.9% |
| 0355r · Economic Development | 5,050.00 | 6,000.00 | -950.00 | 84.2% |
| 0362r · Recreation and Culture | 15,951.12 | 86,307.00 | -70,355.88 | 18.5% |
| 4600000 · Other Revenues | 0.00 | 0.00 | 0.00 | 0.0% |
| 4900000 · Transfer from Reserves | 0.00 | -23,219.65 | 23,219.65 | 0.0% |
| 4950000 · Amortization not Funded | 0.00 | 1,200,000.00 | -1,200,000.00 | 0.0% |
| Total Income | 442,181.39 | 5,785,521.15 | -5,343,339.76 | 7.6% |
| Gross Profit | 442,181.39 | 5,785,521.15 | -5,343,339.76 | 7.6% |
| Expense | | | | |
| 0333e · Protective Services e | 29,249.05 | 158,118.00 | -128,868.95 | 18.5% |
| 0338e · Public Works e | 377,091.29 | 1,766,693.20 | -1,389,601.91 | 21.3% |
| 0345e · Environmental Use and Protectio | 160,579.92 | 671,121.00 | -510,541.08 | 23.9% |
| 0355e · Economic Development e | 5,576.07 | 58,053.00 | -52,476.93 | 9.6% |
| 0362e · Recreation & Culture | 202,749.61 | 790,978.95 | -588,229.34 | 25.6% |
| 0370 · Council / Legislative | 32,949.95 | 160,176.00 | -127,226.05 | 20.6% |
| 0375 · Administrative e | 315,467.54 | 980,381.00 | -664,913.46 | 32.2% |
| 5670000 · Amortization | 0.00 | 1,200,000.00 | -1,200,000.00 | 0.0% |
| 5900000 · Inventory write-off | 6,671.08 | | | |
| Total Expense | 1,130,334.51 | 5,785,521.15 | -4,655,186.64 | 19.5% |
| Net Ordinary Income | -688,153.12 | 0.00 | -688,153.12 | 100.0% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| 7000000 · Capital Funding | 22,958.61 | 1,049,690.00 | -1,026,731.39 | 2.2% |
| Total Other Income | 22,958.61 | 1,049,690.00 | -1,026,731.39 | 2.2% |
| Other Expense | | | | |
| 8000000 · Capital Expenditures | 100,822.64 | 1,049,690.00 | -948,867.36 | 9.6% |
| Total Other Expense | 100,822.64 | 1,049,690.00 | -948,867.36 | 9.6% |
| Net Other Income | -77,864.03 | 0.00 | -77,864.03 | 100.0% |
| Net Income | -766,017.15 | 0.00 | -766,017.15 | 100.0% |



TOWN OF FARO MEMORANDUM

To: Mayor & Council April 16, 2026
From: Kimberly Ballance, CAO
Re: CAO's Report to Council – April 21, 2026, Regular Meeting

Budget

- Operating and Capital Budget and tax rates were submitted to YG on April 9, 2026.
- Working on development of a Budget Highlights pamphlet for distribution to the public. Draft will be forthcoming to Council for consideration.

Housing Accelerator Fund (HAF)

- Prospective applicants have initiated HAF applications including the submission of Development Permit Applications.
- The deadline for application submissions is May 1, 2026, at 4:00 p.m.
- The Town is eligible to apply, and a Proposed Motion has been put forward for Council's consideration for an application to be submitted for 14/16 Harper Street, with the caveat for the final selection process that its application be considered only if there are insufficient or ineligible applications.

Land Matters

- Met with representatives from Highways and Public Works (YG) about the ownership of roads / lanes in Faro. All surveyed roadways remain the property of YG, although they are maintained by the Town. If Council would like to pursue ownership of the roadways, an Order in Council would be required, and notice to YG should be provided to initiate that process.
 - This process would require that any non-surveyed lanes be surveyed (i.e. the laneway behind the south side of Dawson Drive, the laneway north of Campbell Street, the laneway to the north and east of Yates Crescent, possibly others?). Defining these lanes would also be useful for the forthcoming Snow Plowing Policy.
 - Three municipalities in the territory own their roads: Whitehorse (1996), Dawson City (1996) and Teslin (2008).

Employment Matters

- Seasonal Job Postings (including updated job descriptions) have been posted; interview and hiring processes have been initiated.

- A review of staff housing agreements has been initiated to align processes with agreements, as several anomalies have been identified based on past practices.

Emergency Plan

- An internal tabletop scenario has been planned with the new Management Team and Emergency Measures and will be held April 30.
- Following this scenario, Emergency Plan binders will be fully updated.
- A second, larger scenario will be planned for later this year with a larger, external stakeholder group.

Financial Procedures

- Administration has been working to update financial practices under the new Purchasing Policy including Petty Cash/Float procedures and reviewing / modifying online payment procedures.
- Process changes will ensure that best practices for financial oversight and accountability are maintained and will be reviewed with Council once the processes have been fully developed.
- Additional work on digitizing Purchase Order and Payroll processes will follow.

Action Items:

- Develop drafts of the following for Council's consideration:
 - Hiring Policy – draft presented on April 21, 2026, for approval.
 - Municipal Vehicle Use Policy – draft underway, review by Insurance Company has been completed, and updates to policy will be required prior to returning it to Council.
 - Snow Plowing Policy – draft underway; pending receipt of input from Public Works Department
 - Codes of Conduct – Employee and Council – drafts underway
 - Communications Policy – draft underway; consideration of Public Information provision terms remains in progress.
 - Sale / Acquisition of Land Policy – new
 - CAO Bylaw - update
 - Noise Bylaw – update
 - Solid Waste Bylaw – review
 - Fees Bylaw – review
 - Traffic / Speed Bylaw – review
 - Snowmobiles, Motorcycles, Vehicles Bylaw – review
 - Mobile Home Park - update
 - Firearms bylaw - review
 - Fire Department Enactment – review
 - Water and Wastewater Bylaw (2025 adoption) – amendment
 - Maintenance Bylaw - update
 - Cemetery Bylaw – update
 - Animal Control Bylaw – update



TOWN OF FARO MEMORANDUM

To: Mayor & Council April 15, 2026
From: Danny Granberg, Manager of Operations
Re: Operations Report to Council – April 21, 2026, Regular Meeting

Current Priorities

- Roads: snow removal operations continue. Hauling and tramming of snow from roadways, parking lots and intersections, RV Park, Interpretive Center, Sheep and Crane sites.
- John Deere Grader down with leaking hydraulic ram. Parts ordered, should be here next week.
- John Deere Loader down with transmission hydraulic issues. Parts should arrive next week. Tintina Ventures contracted to complete repairs.
- Vac Truck down with broken heat exchanger. Parts ordered; should be here next week.
- Roof leaks: Town Office, Rec Centre, CAO House. Waiting for conditions to improve before repairs begin.
- Water leak in mechanical room in office. Fabrication of replacement parts underway. Repairs to start when water temperature is warm enough, so we don't have a freeze up.
- Staff House at 353 Dawson: contractors have started renovations. Plumbing, drywall work and painting. Should be completed next week.
- 2025 WMP Annual Report (Waste Management Permit): Finalized and submitted.

Job Postings

- Gardener, Assistant Gardener and Summer Student job postings: resumes received; interviews to follow next week.

Planning Work

- Greenhouses getting prepped for flower order and upcoming season.
- Tintina Ventures contracted to do repairs and maintenance to lawn equipment.
- Sheep and Crane Festival: coordinate and assist in the set up of the festival.
- Mosquito Control Program: public notification completed.
- Water Reservoir Tank Inspections: coordinating to confirm dates. Work to be completed this summer.
- Well Bleeders: scheduled work to begin in late May depending on water temperature.
- Well Pump 141: scheduled for repairs and maintenance. Work to begin in late May depending on water temperatures.

Training

- Two participants from Public Works completed their computer training.
- Confined Space, WHMIS, Transportation of Dangerous Goods; working with the Yukon University to offer this training. Just waiting for confirmation to finalize dates.



TOWN OF FARO MEMORANDUM

To: Mayor & Council April 15, 2026
From: Morgan Manuel, Manager of Recreation and Culture
Re: April 21, 2026 - Report to Council

Current Priorities

- Crane & Sheep Festival (May 1-3)
 - Working with PW on snow clearing and prep at the RV Park
 - Looking for volunteers to help with meals and set up/take down
 - Preparing CRIC for opening
- Funding Applications
 - Spring 2026 Youth Investment Fund - Submitted \$5,000
 - Funding for summer camps
 - Sport & Rec Branch After School Fund - Approved \$2,000
 - Kids Club
 - Canada Summer Jobs Program – Approved \$12,408.40
 - 1 Pool Coordinator
 - 2 Lifeguards
 - RPAY Pool Equipment Grant – Approved \$1,241.41
 - Jays Care Community Partner – Approved
 - New equipment package
- Funding Reports
 - 2025 NHFS – In progress
 - 2025 YDAP – Completed
 - Summer 2025 YIF – Completed
 - 25/26 CPRA – Sticks & Skates - Completed
- Summer Hiring
 - Pool Coordinator
 - Kellen will be returning this summer
 - Start date TBD (Mid May)
 - Lifeguard positions – Posted – Setting up interviews
 - Facility Coordinator (CRIC) – Letter of offer sent
 - Facility Attendant (CRIC) – Updating job description
 - Recreation Programmer – Updating job description

Planning Work

- Summer work at the Arena
- Spring Aquatics Workshop
 - May 26-29 in Whitehorse
 - Morgan and Kellen will be attending
- Board Game Café – Youth Group
- Summer Programs
 - Summer day camps
 - Jr Golf
 - Youth softball/Girls at bat
 - Teslin Sports Camp (July 31-Aug 5)
 - Looking to bring kids from Faro and Ross River
- Effy Croft Memorial Softball Tournament (June 26-28)
- Birthday Party Packages at the Rec Centre
- Try Squash Event – Squash Yukon (Date TBD)
- Increasing rec programs between Faro and Ross River
 - Focusing on youth programs

Program / Event Evaluation

- Easter Events
 - 36 kids + parents participated
 - Easter Egg Hunt was a huge success
- 2026 Arena Season – Jan 13 – April 9
 - The arena is now closed for the season. Thank you to all staff and volunteers for making this season a huge success
 - This year we saw major increases in numbers across all programs at the arena with 578 skaters
 - Rec Hockey: 297 (Total Attendance)
 - Minor Hockey: 161 (Total Attendance)
 - Public Skate: 92 (Total Attendance)
 - Learn to Skate: 28 (Total Attendance)

Training

- WHMIS training is being scheduled for all Rec Staff



Health and Safety Committee Meeting
February 17, 2026 10:30 a.m.

Attendance: Denise Schneider Co-chair
Kimberly Ballance Co-chair
Morgan Manuel Member
Aaron Salo Member

1. Call to Order

The meeting was called to order at 10:44 a.m.

2. Adoption of Agenda

Moved by K. Ballance, Seconded by M. Manuel

THAT the Agenda be accepted as presented.

CARRIED

3. Adoption of Minutes

Moved by A. Salo, Seconded by M. Manuel

THAT the Minutes of January 20, 2026 be accepted as presented.

CARRIED

4. Reports

Incident Reports

There were no incidents reported; we have not received the paperwork from the near miss last month.

Inspection Checklist

None of the checklists were updated; they should be done for the next meeting. Another reminder was given to review the monthly H&S topic with staff.

5. Old Business

Updated TOR

The updated TOR are now compliant with Yukon's Workers' Compensation and Compensation Act.

Moved by K. Ballance, Seconded by A. Salo

THAT the H&S Committee's Terms of Reference be accepted as presented.

CARRIED

Elevator Certification

K. Balance reported the certification we have is valid and added that regular fall inspections have been organized.

6. New Business

There was no new business.

7. Action Items

See attached.

8. Adjournment

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

Approved by the
Committee

on _____.



Denise Schneider, Co-Chair



K. Ballance Co-Chair

Presented to Council
at the Regular Meeting
held on _____ by
Resolution # 26-

Jack Bowers, Mayor

Kimberly Ballance, CAO



**Health and Safety Committee Meeting
March 17, 2026 @ 10:30 a.m.**

| | | |
|--------------------|-------------------|---------------------|
| Attendance: | Denise Schneider | Worker Co-chair |
| | Kimberly Ballance | Management Co-chair |
| | Morgan Manuel | Management Member |
| | Aaron Salo | Worker Member |
| | Trudy Amos | HSC Secretary |

1. Call to Order

The meeting was called to order at 10:33 a.m.

2. Adoption of Agenda

The Committee concurred with the Agenda as presented.

3. Adoption of Minutes

The Committee concurred with the February 17, 2026, Minutes as presented.

4. Reports

4.1 Incident Reports

There were no incidents reported

4.2 Inspection Checklists

None of the checklists have been updated. The Arena Inspection is planned for later this month and that checklist will be updated at that time.

5. Old Business

5.1 Elevator Extraction Training

It was recommended that the Fire Department plan an Elevator Extraction Training session. This was noted on the Fire Department's White Board.

6. New Business

6.1 Employee concerns raised about planned installation of a 2-post hoist in new Public Works

It was discussed that the old hoist base has a significant stability issued and has been locked out / tagged out. The floor in the new Public Services Building was designed for a 2-post hoist. The benefits of a 4-poist were discussed, however the 2-post hoist is safe when installed and used in accordance with its safe operating procedures. Installation of the 2-post hoist will move forward, and

training using the safe operating procedures / manual should be completed prior to employees using it. Staff noted that the department had not received any previous hoist training and would provide a copy of the manual and the building floorplan to Kimberly for review.

6.2 Arena Inspection needed – re: Fire code/exit doors

An inspection of the Arena is planned for the week of March 30, 2026. In advance of that, Kimberly will review the Fire / Building Code requirements for exit doors because they do not appear to be in line with standard safety requirements, such as panic hardware on exterior doors and padlocks restricting exits. Measurements for the foyer / concession area will need to be determined to review the Code requirements.

6.3 DRAFT Municipal Vehicle Use Policy

The draft Policy was reviewed and some suggestions for changes were discussed including circle check processes, safety equipment, the current idling policy, and Traffic Control Plans/Procedures. This will be reviewed by the Town's Insurance Provider and brought back to the HSC for review prior to it being returned to Council for consideration, approval and implementation.

7. Action Items

The Action Item Listing was reviewed, but no changes were made.

8. Adjournment

The meeting was adjourned at 1:25 a.m.

Approved by the Committee on April 14, 2026.



Denise Schneider, Co-Chair



Kimberly Ballance, Co-Chair

Presented to Council
at the Regular Meeting
held on _____ by
Resolution # 26-

Jack Bowers, Mayor

Kimberly Ballance, CAO



HIRING POLICY

(2026-06-P)

Approved by Resolution No: 26-XX

April 21, 2026

Next Review - 2030

A. PURPOSE

- To clarify that the Town of Faro will maintain the terms negotiated in its Collective Agreement(s) and Non-Union Employment Agreements that have or will be signed
- To provide direction to avoid actions that have the potential to adversely affect safety, security and morale within the Town
- To prevent both real and perceived conflicts of interest.

B. DEFINITIONS

Chief Administrative Officer (CAO) – shall mean the person appointed to this position by Council, or their delegate.

Council – shall mean the Council of the Town of Faro

Employee – shall mean an employee of the Town of Faro.

Fire Chief - shall mean the person appointed to the position for the Town of Faro's Fire Department, or designate

Fire Department Volunteer – shall mean a current member of the Town of Faro's Fire Department.

Manager – shall mean the person hired as the Manager of Finance, Manager of Operations, or Manager of Recreation and Culture.

C. EQUAL EMPLOYMENT OPPORTUNITY

1. The Town of Faro is an equal employment opportunity employer, and all persons are entitled to employment opportunity regardless of a protected grounds and areas under the Yukon Human Rights Act (ancestry, national origin, religion, age, sex, gender identity, sexual orientation, disability, criminal charges, political association, marital status etc.).

2. Employment opportunities shall be open to all qualified applicants based on merit, ability, competence, experience, education, and satisfactory character, background, and employment references. Advertisement of employment opportunities will generally be posted internally and externally concurrently. If a position is not filled, after an advertisement, applications may be considered after the closing date, with or without further notice.
3. Advancement shall be based on an individual's achievements, qualifications, performance ability, attitude, and potential for promotion. Length of service may or may not play a role in advancement opportunities, but union seniority may play a role as set out in the Collective Agreement

D. HIRING OF RELATIVES

1. Relatives of employee presently employed by the Town or relatives of Members of Council shall receive the same consideration as any other applicant. However, there may be situations where it may not be in the best interest of the Town and/or the employee to employ a relative in the same department, particularly if there is a direct reporting relationship. Relatives shall not make hiring decisions about one another.
2. Hiring criteria from external funding sources will take precedence over this Policy.

E. CRIMINAL REFERENCE CHECKS / VULNERABLE SECTOR CHECKS

1. Criminal Reference Checks / Vulnerable Sector Checks will be completed for:
 - a. all new Employees, upon offering them a position (excluding summer students).
 - b. Fire Department Volunteers
 - c. Other Volunteers as deemed necessary by the CAO
2. Failure to provide a Criminal Reference Check / Vulnerable Sector Check within the Probation Period may result in:
 - a. Termination of employment; or,
 - b. Extension of the Probation Period.
3. Employees and Volunteers who will be working with Vulnerable Persons, shall not be unsupervised for any period of time until the Vulnerable Sector Check is provided and approved by the CAO.
4. Employees and Volunteer may be required to produce a current Criminal Reference Check / Vulnerable Sector Check, if requested by the CAO.

5. Information obtained through a Criminal Reference Check / Vulnerable Sector Check shall remain confidential and will only be utilized by Managers who require access to that information for decision-making purposes.
6. Positive Criminal Reference Check / Vulnerable Sector Check does not necessarily preclude employment / volunteering as the nature, timeline, and circumstances surrounding the charges / convictions will be considered prior to a candidate being precluded from employment.
7. Employees and Volunteers are required to notify their Manager or the CAO of any change that would negatively impact their criminal record status. Failure to do so shall be considered grounds for disciplinary action, up to and including dismissal.

F. HIRING / TERMINATION PROCESS – UNION EMPLOYEES

1. All new or expanding (part-time to full-time) positions must have funding approved through the Town of Faro budget process, external funding program or by Resolution of Council.
2. Postings for positions may be provided internally and externally simultaneously. Management will verify that a current job description is available prior to a posting being advertised.
3. Managers are responsible to make arrangements with the CAO for verification of Job Descriptions and Job Postings to ensure consistent application across all departments, and compliance with the Collective Agreement.
4. Managers and the CAO will be responsible to collect, analyze, and interview applicants. Managers will be involved in the interview and selection process for their respective departments.
5. Managers will provide the CAO with their recommendation following the completion of the selection process. The CAO will have the final determination on hiring an employee.
6. The Manager of Finance will be responsible for ensuring that all payroll documentation requirements are met.
7. The CAO will provide notice to Council on new hires and terminations.
8. Managers are responsible for ensuring that written evaluations of staff are completed prior to the expiry of the probation period and are provided to the CAO.

9. Managers are responsible to make recommendations to the CAO if an employee has not met the job responsibilities within the probation and/or qualification period.
10. The CAO and / or Manager will be responsible to inform employees of whether they have passed their probation / and or qualification period.
11. The CAO is responsible for terminating Employees and may utilize external legal support for this purpose.

G. HIRING / TERMINATION PROCESS – MANAGEMENT EMPLOYEES

1. The CAO will make recommendations to Council where new Management Staff need to be hired.
2. The CAO will be responsible for advertising for new Management Positions.
3. The CAO will collect, analyze and interview applicants as required. Two Members of Council, appointed by Council, will participate in the interview process. The Members shall not have a pecuniary interest or be related to any of the applicants.
4. The CAO is responsible for hiring, negotiating and evaluating Management employees.
5. An outside organization may be utilized, to assist the CAO, in the recruitment of Management Staff.
6. The CAO is responsible for terminating Management Employees and may utilize external legal support for this purpose.

H. HIRING / TERMINATION PROCESS – CHIEF ADMINISTRATIVE OFFICER

1. Council will be responsible for hiring its CAO.
2. An outside organization may be utilized, to assist Council, in the recruitment and hiring of the CAO.
3. Council is responsible for hiring, negotiating and evaluating the CAO.
4. Council is responsible for terminating the CAO and may utilize external legal support for this purpose.

I. HIRING / TERMINATION PROCESS – FIRE CHIEF AND FIRE DEPARTMENT VOLUNTEERS

1. The CAO will be responsible for advertising for the Fire Chief position.
2. The CAO will collect, analyze and interview applicants as required for the Fire Chief Position. Two Members of Council, appointed by Council, will participate in the interview process. The Members shall not have a pecuniary interest or be related to any of the applicants.
3. Council shall be responsible for appointing the Fire Chief in accordance with the Fire Department Bylaw.
4. The Fire Chief will develop a recruitment process for Fire Department Volunteers and manage that process to ensure adequate membership in the Fire Department, with consideration for training capacity, budget allocation, and community needs.
5. The Fire Chief will be responsible to collect, analyze, and hire Fire Department Volunteers.
3. The Fire Chief shall be authorized to hire Fire Department Volunteers to a maximum of 25.
4. The Fire Chief is responsible for reviewing Fire Department Volunteer performance and attendance and making recommendations to the CAO for the termination of a Volunteer due to poor performance or lack of participation in training / fire calls.
5. The CAO is authorized to terminate volunteer members.

Transfer Payment Agreement

Funding for the Community Lottery Program

THIS AGREEMENT made at Whitehorse, Yukon on April 14, 2026.

BETWEEN:

The Yukon Lottery Commission ('YLC'), an official agent of the Government of Yukon ('YG'), as represented by the General Manager, Lotteries Yukon.

AND:

Town of Faro, a Municipality within the meaning of the *Municipal Act* (Yukon), as represented by the Chief Administrative Officer [the 'Recipient']

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

WHEREAS

- A. The *Public Lotteries Act* (Yukon) assigns YLC responsibility for the disbursement of interjurisdictional lottery ticket revenue, subject to regulations and the *Financial Administration Act*;
- B. YLC allocates revenue from the sale of interjurisdictional lottery tickets for funding to arts, sport and recreation in Yukon;
- C. The Recipient is committed to supporting arts, sport and recreation in their community through the Community Lottery Program.
- D. YLC wishes to provide the Recipient with funding to support the Program in the 2026/27 fiscal year.

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

1.0 This Agreement

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

2.0 Definitions and Interpretation

2.1 In this Agreement:

‘Budget’ means the total amount of revenue (Community Lottery Program allocation) and expenses as set out in Schedule B;

‘Eligible Expenses’ are those expenses identified as eligible in the Community Lottery Program Guidelines set by YLC;

‘First Nation’ includes both Yukon Self Governing First Nation and Non-Self Governing recipients in their role as the Local Authority.

‘Fiscal Year’ means the year commencing on April 1st in one calendar year and ending on March 31st in the following calendar year;

‘Funds’ means the financial assistance provided by YLC to the Recipient pursuant to this Agreement;

‘Ineligible Expenses’ are those expenses identified as ineligible in the Community Lottery Program Guidelines set by YLC;

‘Program’ means the program as described in the Community Lottery Program Guidelines set by YLC;

‘Program Plan’ means the *Planned Activities and Budget* form and/or the *Planned Application-Driven Process* form for the upcoming fiscal year in the format set by YLC;

‘Program Report’ means the *Past Year Reporting: Activities* form and/or the *Past Year Reporting: Application-Driven Process* form for the past fiscal year in the format set by YLC;

‘Recognition Plan’ means a plan consistent with the recognition requirements identified in the Community Lottery Program Guidelines;

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

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

2.2 In this Agreement, words importing a singular number shall include the plural and vice versa, as required by the context.

2.3 In this Agreement, headings are inserted only for convenience of reference and shall not affect its construction or interpretation.

3.0 The Program

3.1 The Recipient shall use the Funds to carry out the Program in accordance with the Community Lottery Program Guidelines and Schedules A and B.

4.0 Term

4.1 The term of this Agreement shall be from April 1, 2026 to March 31, 2027.

5.0 Provision of Financial Assistance

5.1 YLC shall provide the Recipient with Funds for the purpose of the Program in an amount not to exceed \$14,095.

5.2 YLC shall pay the Funds to the Recipient in accordance with the Terms of Payment as set in Schedule C.

5.3 The obligation of YLC to provide the Funds is subject to the following:

5.3.1 the *Financial Administration Act* (Yukon);

5.3.2 funding allocated by YLC for the purpose of this Agreement; and

5.3.3 the Recipient abiding by the terms and conditions of this Agreement.

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

6.0 Financial Accountability

6.1 In respect of the Funds, the Recipient shall:

6.1.1 incur expenses only for the purposes of this Agreement;

6.1.2 allocate the Funds received in accordance with this Agreement; and

6.1.3 submit to YLC a Program Report for each fiscal year as identified in the Community Lottery Program Guidelines on or before March 31 of each year.

6.2 YLC shall not be obliged to pay any bills or other costs incurred during the term of this Agreement that are submitted more than 30 business days after the expiry or termination of this Agreement.

6.3 Any Funds provided through this Agreement that are:

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

6.3.2 not properly expended for the purposes of this Agreement;

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

7.0 Program Reporting Requirements

7.1 The Recipient shall submit to YLC a Program Report and a Program Plan for each fiscal year as identified in the Community Lottery Program Guidelines on or before March 31 of each year.

8.0 Audit

8.1 The Recipient shall:

8.1.1 acknowledge that YLC or its agents may audit any or all of the Records, including financial records of the Recipient or its agents, whether directly or indirectly related to this Agreement, as is necessary to satisfy YLC that the objectives and activities of the Program have been carried out and that the Funds have been spent in accordance with the terms of this Agreement;

8.1.2 keep all Records for 2 years after the expiry or termination of this Agreement, unless otherwise notified in writing by YLC that such information and documents are no longer needed;

8.1.3 make such Records available for audit by YLC upon reasonable notice, and permit YLC to audit and inspect the Records, and to take extracts from and make copies of the Records;

8.1.4 provide reasonable facilities to YLC for such audits and inspections, and provide YLC with all information necessary to understand the Records;

8.1.5 immediately reimburse YLC any overpayments or non-allowed expenses, as determined by the audit; and

8.1.6 maintain any personal records in respect of this Agreement in an appropriate and confidential manner.

9.0 Access to Staff, Records and Premises

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

10.0 Evaluation

- 10.1 The Recipient shall maintain, in a manner acceptable to YLC, case files and other data that may be required for on-going monitoring, review and evaluation of the Program.
- 10.2 The Recipient shall cooperate with YLC in the event that YLC undertakes, at its own expense, any evaluation studies in respect of this Program, and shall provide copies of existing information, data, and statistics that YLC reasonably requires to carry out such evaluation studies.

11.0 Communication and Public Acknowledgement

- 11.1 Any information released or announced to the public in any form by the Recipient in respect of the Program shall adequately acknowledge the contribution made by YLC in accordance with Lotteries Yukon Recognition Requirements and Standards.

12.0 Legal Relationship

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

13.0 Liability

- 13.1 The Recipient shall use due care in carrying out the Program and in performing its obligations under this Agreement to ensure that it does not cause any injury (including death) to persons, damage or loss to property or infringement of rights.
- 13.2 YLC shall not be liable for any action or inaction of the Recipient or any of the Recipient's officers, employees, contractors, members or agents during the performance of the Program.
- 13.3 YLC shall not be liable for any injury to the Recipient, its officers, employees, contractors, members or agents or for any damage to or loss of property of the Recipient, its officers, employees, contractors, members or agents caused by, arising from, or in any way related to the performance of this Agreement.

14.0 Conflict of Interest

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

15.0 Intellectual Property Rights

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

16.0 Confidentiality

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

17.0 Indemnification

17.1 The Recipient shall save harmless and fully indemnify YLC, its officers, employees, contractors and agents from and against all claims, liabilities, and demands arising directly or indirectly from:

17.1.1 any act, omission, or negligence of the Recipient, its officers, employees, contractors, members, agents or successors arising in connection with this Agreement;

17.1.2 any breach of this Agreement by the Recipient, its officers, employees, contractors, members, agents or successors unless such breach is a direct result of a breach by YLC of its obligations under this Agreement; and

17.1.3 any injury (including death) to persons, damage or loss to property, infringement of rights, or any claims, demands, or liabilities whatsoever that may arise directly or indirectly out of the performance or non-performance (in whole or in part) of the Recipient's obligations under this Agreement;

17.2 The above indemnity shall include all reasonable legal costs.

18.0 Assignment

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

19.0 Amendment

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

20.0 Successors

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

21.0 Severability

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

22.0 Breach or Non-fulfillment

22.1 The Recipient shall give YLC notice of the breach or non-fulfillment of any provision of this Agreement.

22.2 The failure of the Recipient to give notice to YLC of the breach or non-fulfillment of any provision of this Agreement shall not constitute acceptance by YLC of:

22.2.1 the breach or non-fulfillment;

22.2.2 a further breach or non-fulfillment of the same provision; or

22.2.3 the breach or non-fulfillment of any other provision of this Agreement.

23.0 Termination

23.1 Either Party may terminate this Agreement without cause by giving the other Party 30 business days written notice of its intention to terminate.

23.2 The Recipient shall, within 30 business days of giving or receiving notice of intention to terminate, discharge any outstanding obligations under this Agreement.

23.3 In addition to any default that would at law entitle YLC to terminate the Agreement, any of the following shall also constitute a default by the Recipient:

23.3.1 the Recipient fails to perform or comply with any term, condition or obligation under this Agreement;

23.3.2 the Recipient, in support of its Program Plan for funding, or in connection with this Agreement, has made materially false or misleading representations or statements, or provided materially false or misleading information to YLC;

23.3.3 the Recipient fails to make progress so as to jeopardise the success or outcome of the Program in accordance with this Agreement;

23.3.4 in the opinion of YLC, there is a detrimental change in the Recipient's ability to carry out its responsibilities under this Agreement;

23.3.5 the Recipient is no longer in good standing or ceases to operate;

- 23.3.6 the Recipient becomes bankrupt or insolvent, goes into receivership or takes the benefit of any statute being in force from time to time relating to bankrupt or insolvency debtors; or
 - 23.3.7 the Recipient is dissolved, or an order is made or resolution passed for the termination of the Recipient.
- 23.4 If, in the opinion of YLC, an event of default occurs, then YLC may, with prior notice to the Recipient and without restricting any remedies otherwise available:
- 23.4.1 require that the Recipient takes such reasonable actions as may be necessary to remedy the event of default;
 - 23.4.2 audit or cause to have audited the accounts and Records of the Recipient;
 - 23.4.3 direct the Recipient to repay forthwith to YLC all or part of the Funds paid under this Agreement;
 - 23.4.4 withhold all or part of the Funds payable under this Agreement; or
 - 23.4.5 terminate the Agreement and YLC's obligation to provide any further Funds to the Recipient.
- 23.5 YLC may exercise any one or more of the remedies set out in 24.4.

24.0 Obligations Surviving Termination

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

25.0 Notice

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

If to YLC:

Matt Ordish, General Manager
Lotteries Yukon
101-205 Hawkins Street
Whitehorse, Yukon Y1A 1X3

Fax: 867-668-7561
Email: LotteriesYukon@yukon.ca

If to the Recipient:

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

26.0 Signing of this Agreement

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

27.0 Counterparts

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

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

YUKON LOTTERY COMMISSION)
as represented by the)
General Manager)
)
In the presence of)
)
_____)
(print name of witness))
)
_____)
(signature of witness 19 years of age or older))

Matt Ordish

)
TOWN OF FARO)
as represented by the)
Chief Administrative Officer)
)
In the presence of)
)
_____)
(print name of witness))
)
_____)
(signature of witness 19 years of age or older))

Kimberly Ballance (signatory)

Schedule A

Program

A1.0 Deliverables

- A1.1 The Recipient shall carry out the Program in accordance with the Community Lottery Program Guidelines and the Program Plan, as approved in writing by YLC.
- A1.2 The Recipient may, within reason, revise the Program Plan from time to time to meet the deliverables set out in A1.0. Such revisions shall be brought to the attention of YLC as soon as practicable. For greater certainty, such revisions do not constitute an amendment for the purposes of this Agreement.

A2.0 Reporting

- A2.1 The Recipient shall submit a Program Plan and a Program Report no later than March 31, 2027.
- A2.2 The Program Report must include:
- *Past Year Reporting: Activities* form and/or the *Past Year Reporting: Application-Driven Process* form for the past fiscal year in the format set by YLC;
 - *Planned Activities and Budget* form and/or the *Planned Application-Driven Process* form for the upcoming fiscal year in the format set by YLC;
 - Proof of Lotteries Yukon recognition in all communication material as per Lotteries Yukon Recognition Requirements and Standards; and
 - For application-driven process, include a copy of the municipality or local authority's guidelines, application form and approval letters.

Schedule B

Budget

B2.0 Budget and Expenses

- B2.1 The Recipient shall carry out the Program in accordance with the Community Lottery Program Guidelines and Program Plan, as approved in writing by YLC.
- B2.2 Eligible expenses for the purposes of this Agreement shall be those expenses directly related to the Program Plan, as approved in writing by YLC.
- B2.3 The Recipient may, on prior written approval from YLC, reallocate dollar amounts between eligible expenses within the approved Program Plan. For greater certainty, such reallocation does not constitute an amendment for the purposes of this Agreement.

Schedule C

Terms of Payment

C1.0 Funds

C1.1 YLC shall provide the Recipient with Funds for the Program in an amount not to exceed \$14,095.

C1.2 Prior to payment being made to the Recipient, the Recipient shall:

C1.2.1 Complete a *Planned Activities and Budget* form and/or a *Planned Application-Driven Process* form and have it approved by YLC;

C1.2.2 Complete a *Past Year Reporting: Activities* form and/or a *Past Year Reporting: Application-Driven Process* form and have it accepted by YLC;

C1.2.3 Name the funding “Community Lottery Program” and provide proof of Lotteries Yukon recognition in all communication material as per Lotteries Recognition Requirements and Standards;

C1.2.4 For application-driven process, include a copy of the municipality or local authority’s guidelines, application form and approval letters.

C1.3 Any Funds that are not expended at the end of the fiscal year shall constitute a debt due to YLC and shall, upon request by YLC, be repaid immediately by the Recipient.

C1.4 Table: YLC shall pay to the Recipient the Funds as follows:

| Advances of funds & Requirements | | Proposed | |
|--|---|---------------------|----------------|
| | | Percentage of Total | Payment |
| 1 | Recipient submits cash-flow | Up to 75% | Up to \$10,570 |
| 1 | Recipient submits a final report, final financial report and all other reporting requirements | Up to 25% | Up to \$3,525 |
| Maximum Total Payable (as per 5.1 of this Agreement) (if amount stated is, or, totals to an amount greater than 5.1 of this agreement, then the total in 5.1 prevails) | | | \$14,095.00 |

Payment will only be made if the required deliverables have been received and deemed appropriate and acceptable by YLC.

**Town of Faro Community Lottery Program
Application Form
Schedule B**

Personal information is collected under the authority of the Public Lottery Regulations and will be used for the purpose of administering the Community Lottery Program.

Name of Organization or Individual: Seniors' Carpet Bowling

Address: _____ Phone: _____

Contact Person: Catherine Peeling Phone: 867-994-2525

Email: _____

Number of Members: _____

Is your organization registered under the Yukon Societies Act: Yes No
 If approved, are funds required prior to the project taking place: Yes No

Date of Event and/or Travel: Jan-March and Oct-Dec 2026 and Jan-Mar 2027

Project Description:

Carpet bowling twice a week for Seniors, but open to all adults incl. training. Seniors setup + take down equipment, provide coffee + snacks for after games + social time. We have also hosted tournaments in Faro (usually 2 per year). All volunteer / All Fun!

Project Budget:

| EXPENSES | | | Amount (\$) |
|----------------------|-------------------|----------------|----------------|
| Accommodation | # of Participants | | |
| | # of Chaperones | | |
| | # of Rooms | | |
| Mileage | # of Participants | | |
| Airfare | # of Participants | | |
| Registration Fees | | | |
| Facility / User Fees | <u>115.5 hr</u> | <u>\$40/hr</u> | <u>\$4,620</u> |

| | | | |
|-----------------------|-------------------------------|-------------------|----------------|
| Equipment | | | |
| Honorariums | | | |
| Other: | Setup / Take down + snacks | 35.5 hr @ \$20/hr | 770- |
| Total Expenses | | | \$5,390 |

| REVENUES | AMOUNT (\$) |
|--|-----------------|
| Funding provided by the organization/individual | \$308 |
| Funding from Fundraising Events | |
| Funding from other sources (Sport Yukon, Sponsorships) | |
| In-Kind, Volunteer contributions (calculated at \$20/hour) | \$770 |
| Funding requested from Community Lottery Program | \$4,312- |
| Total Revenues | \$5,390- |

We, the undersigned, acknowledge that we have read the application guidelines and that the information contained in this application is correct. We understand that if this application is approved, in whole or in part, that the funds will be used for the stated purpose only. Personal information is collected under the authority of the Public Lottery Regulations and will be used only for the purpose of administering the Community Lottery Program.

Name: Catherine Peeling Position: Member / Participant

Signature: [Signature] Date: April 16, 2026

Name: _____ Position: _____

Signature: _____ Date: _____

For Town of Faro Office Use Only:

Council Meeting Review Date: _____ Resolution No: _____

Grant Amount Approved: _____ Payment Issued: _____

Accountability Statement Due Date: _____

Accountability Statement Received: _____

Dump cleanup

From Matthew Went <wentmatthew@hotmail.com>

Date Thu 2026-04-02 8:36 AM

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

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Good morning,

As discussed yesterday, the 2026 grad students would like to have the town's dump cleaning contract for this year as a fundraiser.

Once the snow melts (hopefully soon) the grad students and parents will clean the dump in accordance with previous years.

Thank you for this opportunity to raise funds while providing service to our community at the same time.

Sincerely,

Matt (on behalf of the DVG 2026 grad class)

Get [Outlook for iOS](#)

Faro Golf Club
PO Box 96, Faro YT Y0B 1K0



April 14, 2026

Attention: Mayor & Council
Town of Faro
PO Box 580
Faro, YT Y0B 1K0

Dear Mayor & Council,

Re: Storage and Sale of Alcohol at the Tent for the 27th Annual Golf Tournament

The Faro Golf Club requests permission to store and sell alcohol at the tent during the annual golf tournament. The bar would be open on Friday, July 17 and Saturday, July 18, 2026.

Thank you for your consideration of this request. Please contact me at (867) 334-4646, if you require further clarification. As a delegation, an executive from the golf club will be at the council meeting to answer any questions you may have.

Sincerely,

Gary Jones, President
Faro Golf Club



Recommendation to Council

Re: Proposed Amendment to Golf Club MOU

Date: April 15, 2026

Recommendation:

That Council amend the MOU with the Faro Golf Club to authorize the CAO to provide the type of assistance requested in the Club's letter dated April 14, 2026.

Background:

This type of assistance has been provided by the Town to the Faro Golf Club for several years, as confirmed by municipal staff, but is not identified in the current MOU.

For this support to continue it would be advisable to amend the MOU to reflect this.

This could be added to Section 7.j and k as:

- j. provide municipally owned items, at no charge, for the Annual Golf Tournament (i.e. picnic tables, garbage/recycling containers, tables, chairs, barricades, outhouses, golf carts, firewood)
- k. provide and assist with set up of snow fencing

Additionally, it is recommended that the following be added to Section 8.j:

- j. return all municipally owned items that are used (per Section 7.j – k), in a clean and suitable condition and that this is completed in a timely manner following the end of the Annual Golf Tournament.

Submitted by: Kimberly Ballance, CAO

Faro Golf Club
PO Box 96, Faro YT Y0B 1K0



April 14, 2026

Attention: Kimberly Ballance, CAO
Town of Faro
PO Box 580
Faro, YT Y0B 1K0

Dear Kimberly:

On behalf of the Faro Golf Club, I am requesting your support of and assistance from the Public Works department with Faro's 27th Annual Golf Tournament to be held July 16-18, 2026.

The following is a list of items that we are requesting to be provided set up at the Driving Range the same way as in past years. The tents can be set up any time, but would need to be set up at least a week before the tournament. Members of the Club can be available to assist with the setup.

- The two big tents
- Picnic tables and chairs
- Garbage containers
- Recycling containers
- Portable bar
- 3 Fridge coolers
- Snow fencing set up for beer garden area
- Wood for fire pit
- 6 folding tables
- Outhouses
- Barricades
- Loan of 2 golf carts

Thank you for your consideration of this request. We value the relationship that we have with the Town of Faro. Please contact me at (867) 334-4646 if you have any questions.

Sincerely,

Gary Jones, President
Faro Golf Club

THIS MEMORANDUM OF UNDERSTANDING is entered into this 22 day of April, 2022

Between

The Town of Faro
P.O. Box 580
Faro, Yukon
Y0B 1K0

(Referred to as the "Town")

AND

Faro Golf Club
P.O. Box 96
Faro, Yukon
Y0B 1K0

(Referred to as the "Club")

WHEREAS the Club operates maintains a community golf course and related facilities in the Town of Faro; and

WHEREAS the Club is a Yukon-based registered not-for-profit society; and

WHEREAS the Club acknowledges and understands that the Town is required to provide accountability to both the Yukon Government and community residents for any support to community organizations; and

WHEREAS both parties agree that maintaining a functional golf course in the Town has a benefit to the community; and

WHEREAS both parties recognize that there is a significant municipal budget investment in assisting with the continued operation of the GOLF COURSE;

NOW THEREFORE in consideration of the mutual covenants and representatives set forth in this Agreement, the Parties hereby agree as follows:

1. PURPOSE:

The purpose of this MOU is to continue to develop and expand a framework of cooperation between the Town and the Club to improve communication, improve daily operations, reduce, or eliminate duplication of efforts and conflicts, create mutually acceptable goals, and provide monitoring of objectives for the Town and the Club.

2. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The Town and the Club agree that it is in the best interest of both parties that they cooperate and work together to maintain the green space within the Town. The Town and the Club acknowledge that the primary function of the GOLF COURSE is for the operation of a 9-hole community golf course.

3. TERM OF AGREEMENT:

The initial term of this MOU shall begin on the date hereof (the "Start Date") and shall end on December 31, 2026, subject to an annual review. The MOU shall automatically renew for one (1) year,

with the same terms and conditions stated herein, unless the MOU is cancelled by either party for any reason, provided unless any party desiring to cancel this MOU after its' initial term shall provide written notice to the other party advising said party of the desire to cancel the MOU no later than January 31st of the subsequent year.

4. USE:

The land utilized for the GOLF COURSE is leased by the Town from the Yukon Government for the purpose of a GOLF COURSE. A parcel of land comprising of thirty (30) hectares more or less within the Town of Faro, Quad 105K/03. Notwithstanding this, members of the community should have access to this green space. Trails around the land will have non-restricted access throughout the year.

5. MAINTENANCE OF LAND:

The Town shall maintain the grassed and landscaped portions of the land in accordance with the practices of good husbandry. The Club shall not permit voluntary nor permissive waste and, without restricting the generality of the foregoing, the Club shall not cut any trees, make any improvements, or place any permanent structures and/or buildings on the land without the written approval of the Town.

6. FEES:

All user fees and/or pricing with respect to operation of the GOLF COURSE facilities or services shall be within the discretion of the Club.

7. THE TOWN WILL ENDEAVOR TO:

- a. Provide staff to maintain the grassed and landscaped portions of the land;
- b. Provide fertilizer and water to maintain the grassed and landscaped portions of the land, including irrigation system;
- c. Provide equipment, in addition to the Golf Club equipment, to maintain the grassed and landscaped portions of the land. The list of equipment owned by the Golf Club is listed in Appendix A;
- d. Provide storage for the equipment listed in Appendix A owned by the Club, some of which may be stored in Town facilities;
- e. Provide operation and maintenance of equipment listed in Appendix A and owned by the Town;
- f. Provide staff to facilitate rental of golf equipment at the Campbell Regional Interpretive Centre;
- g. Provide for the purchase of grass-seed;
- h. Provide fuel for the equipment operated by the Town; and
- i. Provide staff to erect the tent owned by the town to facilitate the Club's annual golf tournament and other activities.

8. THE CLUB WILL ENDEAVOR TO:

- a. Provide equipment listed in Appendix A to assist in the maintenance of the grassed and landscaped portions of the land;
- b. Provide equipment and human resources to maintain the greens and Tee boxes;
- c. Provide funds (see Section 8.d) to assist in the operation and maintenance of equipment used to maintain grassed and landscaped areas of the land and to assist in the purchase of fertilizer and grass seed to maintain the grassed and landscaped portions of the land;
- d. The Club will provide 10% of the annual "Shack" revenues, which includes: memberships, golf rentals, and inventory sales, but excludes golf tournaments, special events, and fundraisers;
- e. Provide fuel for the equipment operated by the Club;

- f. Provide for care and maintenance to the Town-owned tent while it is erected for golf tournament(s) and other activities hosted by the Club;
- g. Put up signage at the Golf Shack for grass maintenance & safety for employees, volunteers, and users. This information should be provided with the rental of golf equipment at the CRIC;

Example:

"Your game may be interrupted or delayed by golf course maintenance. If maintenance is underway on a hole, please respect all maintenance personnel on the golf course. Wait for maintenance to be completed or proceed to the next hole. Thank you for your understanding and cooperation."

- h. Provide and maintain porta-potties on the Golf Course; and
- i. Operate and maintain facilities owned by the Club.

9. INSURANCE:

- a. The Club shall obtain and maintain in force a policy or policies of Comprehensive Liability Insurance in an amount not less than two million (\$2,000,000), dollars including property damage, insuring the Town and the Club against all claims for personal injury, death, or property damage occurring upon, in or about the land or buildings or improvements thereon and on, in or about any adjoining land, arising out of the use of the land by the Club, its' agents, servants, employees, members or licensees. Should the Club determine that the sale of alcohol is to be part of their operation, the Club shall obtain and maintain liquor liability insurance in an amount not less than two million (\$2,000,000), dollars. The insurance policy shall list the Town of Faro as an additionally named insured.
- b. The Town agrees to maintain insurance on the equipment as marked in Appendix A.

10. INDEMNITY:

- a. The Club, including any subcontractors and agents, is not an employee, or partner of, or a joint venture with the Town hereunder, and all the Club activities, relating to the GOLF COURSE shall be in its' capacity as an independent entity to the Town.

- i) Indemnification by the Club:

- The Club shall indemnify, and save and hold harmless the Town, its' officials, employees, agents, representatives, successors, and assigns from any and all claims, suits, or actions of every nature and kind arising or growing out of defaults under or breaches of this MOU caused by the Club, its' officers, agents, employees, representatives, successors and assigns under this MOU or out of the alleged infringement of any copyright, trademark, or other property rights of any third party caused by actions of the Club, including without limitation claims for personal injury, death, and property damage and all costs and expenses relating thereto.

- ii) Indemnification by the Town:

- The Town shall indemnify and save and hold harmless the Club, its' officials, employees, agents, representatives, successors, and assigns from any and all claims, suits, or actions of every nature and kind arising or growing out of defaults under or breaches of this MOU caused by the Town, its' officers, agents, employees, representatives, successors, and assigns under this MOU or out of the alleged infringement of any copyright, trademark, or other proprietary rights of any third party caused by the actions of the Town, including

without limitations claims for personnel injury, death, and property damage all costs and expenses relating thereto.

iii) Notice of Claim:

The Club and the Town will provide each other with prompt and timely notice of any event covered by this section, and in the event that a claim is filed, each party may employ legal counsel of its' choosing to provide advice on such claim.

11. PROMOTION OF GOLF ACTIVITIES:

The Club shall create and produce, as part of operating the GOLF COURSE, such material as deemed necessary by the Club for the on-going marketing of the GOLF COURSE.

12. ENTIRE AGREEMENT:

It is expressly understood and agreed by and between the parties hereto that this MOU sets forth all the provisions, agreements, conditions, inducements, and understandings between the Town and the Club. No conditions and terms here contained shall be binding upon either party unless embodied in an instrument in writing executed by the parties. Modification, additions, or deletions of any of the provisions hereto shall not affect any of the remaining provisions hereof.

It is mutually understood and agreed by the parties that this agreement will be reviewed each year in the months of March and October for any modifications, additions, or deletions. The purpose of the twice-annual reviews is to review goals and objectives at the beginning and end of each season with the intention to determine how to cooperatively improve upon each operating season.

13. COMMUNICATION:

Regular communication will occur between the President of the Club or designate and the Chief Administrative Officer or designate of the Town during the period of this agreement

14. MISCELLANEOUS:

- a. The rights and obligations under this MOU are not assignable by either party without the written consent of the other party thereto.
- b. In the event of delivery of any notice provided for or required under this MOU, the notice shall be in writing and shall be effective upon delivery in person or by receipt of email.

To the Town: Town of Faro
Box 580, Faro Yukon Y0B 1K0
Email: cao-faro@faroyukon.ca
ATTN: Chief Administrative Officer

To the Club: Faro Golf Club
Box 96, Faro Yukon Y0B 1K0
Email: farogolfclub@hotmail.com
ATTN: President

Any party may change its' address for notification purposes by giving the other party written notice of such change in the manner provided above.

- c. This MOU constitutes the entire MOU between the parties pertaining to the subject matter hereof, and this MOU supersedes all prior letter agreements and correspondence with respect to the subject matter of this MOU. This MOU may not be amended, except by written amendment, signed by the parties.
- d. With the exception of the limitation on assignability of this MOU as provided above, this MOU shall bind the respective successors and assigns of the parties to this MOU.

In recognition of the covenants herein contained, the parties do thereby affix their signatures.

FOR THE CLUB

Gary Jones
Mr. Gary Jones, President

April 22/22
Date of Signature

FOR THE TOWN

Jack Bowers
Mayor Jack Bowers

April 22, 2022
Date of Signature

Appendix "A"

*List of Golf Club Equipment
(Some of which may be stored in or at Town facilities)
As at April 5, 2022*

| Description | Estimated Value | Insured by Town/Provide maintenance |
|--|---------------------|-------------------------------------|
| 1996 Jacobson Blitzler mower (Gang Mower) | \$ 400.00 | Yes/Yes |
| 1996 Tri King 11617G mower | \$??? | |
| 2004 John Deere 220B (walk behind mower) | \$ 3,250.00 | Yes/Yes (will be sold in 2022) |
| 2004 Greens Mower Trailer | \$ 1,800.00 | No/Yes (will be sold in 2022) |
| 2006 Kubota MX5000DT Tractor | \$40,000.00 | Yes/Yes |
| 2006 Tycrop Quickpass Top Dresser | \$16,000.00 | Yes/Yes |
| 2007 Greensaire Greens Plugger | \$ 3,000.00 | No/Yes (should be added) |
| 2018 John Deere 2500E greens mower | \$40,000.00 | Yes/Yes |
| 14 gas golf carts of various years - at \$ 2,500.00 average cost each | \$35,000.00 | No/No |
| Screening Plant - c/w various size screens for plant | \$43,000.00 | No/No |
| 2009 Port Outhouses - 3 units at \$900 each | \$ 2,700.00 | No/No |
| Miscellaneous Equipment (balls, clubs, etc.) | \$ 2,500.00 | No/No |
| Total Estimated Value | \$187,650.00 | |

THIS MEMORANDUM OF UNDERSTANDING is entered into this ____ day of _____, 2026

Between

The Town of Faro

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

(Referred to as the "Town")

AND

Tintina Gun Club

P.O. Box 67
Faro, Yukon
Y0B 1K0

(Referred to as the "Club")

WHEREAS the Club operates the only Gun Club in close proximity to the Town of Faro; and

WHEREAS the Club is a Yukon-based registered not-for-profit society; and

WHEREAS the Club acknowledges and understands that the Town is required to provide accountability to both the Yukon Government and community residents for any support to community organizations; and

WHEREAS both parties agree that maintaining a functional gun club has a benefit to the community and its residents; and

NOW THEREFORE in consideration of the mutual covenants and representatives set forth in this Agreement, the Parties hereby agree as follows:

1. PURPOSE:

The purpose of this MOU is to continue to develop a framework of cooperation between the Town and the Club to improve communication, operations, reduce, or eliminate duplication of efforts and conflicts, create mutually acceptable goals, and provide monitoring of objectives for the Town and the Club.

2. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:

The Town and the Club agree that it is in the best interest of both parties that they cooperate and work together to maintain the continued existence and operation of the Tintina Gun Club for the benefit of current and future residents.

3. TERM OF AGREEMENT:

The initial term of this MOU shall begin on the date hereof (the "Start Date") and shall end on December 31, 2028, subject to an annual review. The MOU shall automatically renew for one (1) year, with the same terms and conditions stated herein, unless the MOU is cancelled by either party for any reason, provided unless any party desiring to

cancel this MOU after its' initial term shall provide written notice to the other party advising said party of the desire to cancel the MOU no later than January 31st of the subsequent year.

4. THE TOWN WILL ENDEAVOR TO:

- a. Provide staff and use of municipal equipment, excluding fuel, at no charge to assist with snow removal at the Gun Club upon request of the Club;
- b. Provide staff and use of municipal equipment, excluding fuel, for landscape maintenance at the Gun Club upon request of the Club.
 - Cost for work of this type will be determined by the CAO upon receiving a request by the Club. The cost will reflect the Town's actual cost for staffing the project or a reduced cost by ??% based on the equipment rental fees set out in the Schedule of Fees for Equipment Rental for the proposed project.
- c. Waive facility rental fees for Town-initiated events where participation by the Gun Club has been requested (i.e. The Turkey Shoot during the Ice Worm Squirm);

5. THE CLUB WILL ENDEAVOR TO:

- a. Pay for fuel when municipal equipment is used at the Gun Club.
- b. Participate in Town-initiated events upon request.
- c. Operate and maintain facilities owned by the Club.

6. INSURANCE:

- a. The Club shall obtain and maintain in force a policy or policies of Comprehensive Liability Insurance in an amount not less than two million (\$2,000,000), dollars including property damage, insuring the Town and the Club against all claims for personal injury, death, or property damage occurring upon, in or about the land or buildings or improvements thereon and on, in or about any adjoining land, arising out of the use of the land by the Club, its' agents, servants, employees, members or licensees.

7. INDEMNITY:

- a. The Club, including any subcontractors and agents, is not an employee, or partner of, or a joint venture with the Town hereunder, and all the Club activities, relating to the Gun Club shall be in its' capacity as an independent entity to the Town.
 - i) Indemnification by the Club:
The Club shall indemnify, and save and hold harmless the Town, its' officials, employees, agents, representatives, successors, and assigns from any and all claims, suits, or actions of every nature and kind arising or growing out of defaults under or breaches of this MOU caused by the Club, its' officers, agents, employees, representatives, successors and assigns under this MOU or out of the alleged infringement of any copyright, trademark, or other property rights of any third party caused by actions of the Club, including without limitation claims for personal injury, death, and property damage and all costs and expenses relating thereto.

ii) Indemnification by the Town:

The Town shall indemnify and save and hold harmless the Club, its' officials, employees, agents, representatives, successors, and assigns from any and all claims, suits, or actions of every nature and kind arising or growing out of defaults under or breaches of this MOU caused by the Town, its' officers, agents, employees, representatives, successors, and assigns under this MOU or out of the alleged infringement of any copyright, trademark, or other proprietary rights of any third party caused by the actions of the Town, including without limitations claims for personnel injury, death, and property damage all costs and expenses relating thereto.

iii) Notice of Claim:

The Club and the Town will provide each other with prompt and timely notice of any event covered by this section, and in the event that a claim is filed, each party may employ legal counsel of its' choosing to provide advice on such claim.

8. ENTIRE AGREEMENT:

It is expressly understood and agreed by and between the parties hereto that this MOU sets forth all the provisions, agreements, conditions, inducements, and understandings between the Town and the Club. No conditions and terms here contained shall be binding upon either party unless embodied in an instrument in writing executed by the parties. Modification, additions, or deletions of any of the provisions hereto shall not affect any of the remaining provisions hereof.

It is mutually understood and agreed by the parties that this agreement will be reviewed annually for any modifications, additions, or deletions. The purpose of the annual meeting is to review goals and objectives at the end of each season with the intention to determine how to cooperatively improve upon each operating season.

9. COMMUNICATION:

Regular communication will occur between the President of the Club or designate and the Chief Administrative Officer or designate of the Town during the period of this agreement

10. MISCELLANEOUS:

- a. The rights and obligations under this MOU are not assignable by either party without the written consent of the other party thereto.
- b. In the event of delivery of any notice provided for or required under this MOU, the notice shall be in writing and shall be effective upon delivery in person or by receipt of email.

To the Town: Town of Faro
Box 580, Faro Yukon Y0B 1K0
Email: cao-faro@faroyukon.ca
ATTN: Chief Administrative Officer

To the Club: Tintina Gun Club

Box 67, Faro Yukon Y0B 1K0
Email: farotintinagunclub@gmail.com
ATTN: President

Any party may change its' address for notification purposes by giving the other party written notice of such change in the manner provided above.

- c. This MOU constitutes the entire MOU between the parties pertaining to the subject matter hereof, and this MOU supersedes all prior letter agreements and correspondence with respect to the subject matter of this MOU. This MOU may not be amended, except by written amendment, signed by the parties.
- d. With the exception of the limitation on assignability of this MOU as provided above, this MOU shall bind the respective successors and assigns of the parties to this MOU.

In recognition of the covenants herein contained, the parties do thereby affix their signatures.

FOR THE CLUB

FOR THE TOWN

Trevor Piercey, President

Kimberly Ballance,
Chief Administrative Officer

Date of Signature

Date of Signature



RECREATION RULES POLICY

Approved by Resolution No: 26-XXX
Month, Day, 2026
Next Review - 2030

A. PURPOSE

- To ensure the safe and proper use of Town of Faro Recreation Facilities and its equipment by people using the facilities
- To set out procedures for renting space in Town of Faro Recreation Facilities
- To outline responsibilities of people using the facilities and provide guidelines for staff when people are in non-compliance

B. DEFINITIONS

Chief Administrative Officer (CAO) – shall mean the person appointed to this position by Council, or their delegate.

Employee – shall mean an employee of the Town of Faro

Manager – shall mean the person hired as the Manager of Finance, Manager of Operations, or Manager of Recreation and Culture.

Recreation Facility – shall mean a facility owned, leased or operated by the Town of Faro which includes, but is not limited to, the Recreation Centre, Weight Room, Squash Court, Pool, Arena, Ball Diamonds, John Connolley RV Park, Ski Chalet, Arboretum, Fingers Site, Sheep Cabin, Fish Eye Day Use Area, and Playgrounds.

Volunteer – shall mean a person engaging in volunteer activities on behalf of, and sanctioned by, the Town of Faro

C. AUTHORITY

1. Employees have the responsibility and authority to ensure that rules are being followed and may take action to enforce the rules outlined in this Policy.
2. When a person or persons is in violation of the rules, the Manager / CAO will impose discipline in accordance with the Disciplinary Procedures outlined in this Policy.
3. The CAO is authorized to make rules and/or procedures to protect the health and safety of employee and patrons that are not otherwise addressed by this

policy. The CAO will bring forward a policy amendment in these situations as soon as practical. Temporary rules put in place for special events or emergency/exceptional circumstances will not require a policy amendment.

D. GENERAL RULES FOR ALL FACILITIES

1. The Town of Faro offer several fees and membership options for accessing and renting Recreation facilities. These are specified in the Town's Fee Schedule.
2. General Rules apply to all Recreation Facilities.
 - a. The Town of Faro assumes no responsibility for loss or damage to personal property.
 - b. Parents / Guardians are responsible for their children's conduct and any damage caused by them.
 - c. No smoking is permitted in any Recreation Facility building or within 5 meters of a facility entranceway or outdoor eating/drinking area.
 - d. No alcoholic beverages in indoor facilities (except where a valid liquor licence is in place).
 - e. No physical or verbal abuse of players, patrons, officials, volunteers or employees.
 - f. Patrons are responsible for maintaining facilities in a respectful manner, including cleaning up after themselves, and throwing any trash in the receptacles provided.
 - g. Persons in violation of the rules will be subject to the Disciplinary Procedures identified and may be removed from the premises by police if deemed necessary.

E. FACILITY RENTAL RULES AND IN-KIND DONATIONS

1. Recreation Facility rentals will be arranged and booked through the Manager of Recreation & Culture or designated employees using the standard procedures. Rentals will be pre-paid or invoiced at the discretion of the Manager of Recreation & Culture.
2. Requests for an in-kind donation will require Council approval through a resolution or the execution of a Memorandum of Understanding.

F. RECREATION CENTER RULES

1. Children under 10 years of age must be supervised by an adult at all times, unless explicitly permitted by a specific program.

G. WEIGHT ROOM RULES

1. The Weight Room will be open to users who have a current Fob or pay the daily drop-in fee.
2. All persons purchasing a Membership must also purchase a Fob. This Fob shall only be used by the person to whom the membership was issued. Users with a Fob must swipe the card to gain access to the Recreation Centre and again to access the Weight Room.
3. Users should not prop the Weight Room door open or allow anyone into the gym if they have not paid for a Membership or the daily Drop-In Fee.
4. Drop in users are required to use the Weight room during Recreation hours.
5. All equipment in the Weight Room is the property of the Town of Faro.
6. The Town of Faro is not liable for injuries that occur in the Weight Room.
7. Members must sign a prescribed Weight Room Waiver Form. The prescribed Weight Room Waiver Form must be provided to a designated Employee at the time of application for a membership.
8. Access to the Weight Room is available 24 hours a day (18 years +) with a proximity card.
9. Minors between the ages of 16 and 18 years old are only permitted to use the facility either with adult supervision or during times when staff are present at the Recreation Centre (i.e. during regular operating hours).
10. Children and Youth, 15 years of age or younger, are not allowed in the Weight Room.
11. A parent / guardian or teacher must sign the prescribed Weight Room Waiver Form for a Youth member, in front of an employee.
12. The Logbook must be signed when entering the Weight Room.
13. No food or beverages in the Weight Room (except for water).
14. All weights must be returned to proper racks when finished.
15. Users are responsible for wiping down equipment after each use.
16. Clean indoor shoes must be worn while using the facility.
17. The CAO is authorized to review and permit weight room programming for children or youth 15 years of age or younger, if the program meets the requirements of the Town of Faro. Each program will be evaluated on a case-by-case basis and must be adequately supervised with qualified instructors. An evaluation of risk management principles will be applied (i.e. proof of insurance for the program, waivers, timing and/or equipment restrictions may be enacted).

H. SQUASH COURT RULES

1. Children under 15 years of age must be supervised by an adult at all times.
2. No food or drink on the court surface (except for water).

I. POOL RULES

1. Patrons are required to follow rules posted in the Pool Area.

2. The Manager of Recreation and Culture is authorized to post additional rules that are intended to protect the health and safety of patrons but may not amend or eliminate the rules identified in this Policy.
3. Children under 10 years of age must be supervised by an adult at all times.
4. No diving
5. No horseplay in the pool area.
6. No running on the pool deck.
7. No shoes allowed in the pool area.
8. No food or drink permitted in the pool area (except for water).
9. All swimmers must shower prior to entering the pool.

J. ARENA RULES

1. Children under 10 years of age must be supervised by an adult at all times.
2. No food or drink on the ice surface.
3. No horseplay on the ice surface.
4. No objects that may interfere with the safety of other skaters are allowed on the ice surface.
5. No sitting on the boards.
6. Carrying children on the ice surface is not permitted.
7. All participants must be wearing skates while on the ice surface. An exception will be made for Broomball programming.
8. The use of helmets is strongly recommended for Public Skating.
9. The use of CSA approved hockey helmets is mandatory for all participants during Drop-In Hockey.

K. BALL DIAMONDS RULES

1. Bases and equipment must be returned to the storage shed after each use to protect equipment from the elements.

L. JOHN CONNOLLY RV PARK RULES

1. Office Hours will be posted at the Campbell Region Interpretive Centre (CRIC) and will the site will generally operate from May to September (subject to weather).
2. Campers are required to register prior to entering the RV Park and provide photo identification as part of the registration process. Failure to provide photo identification may result in denied occupancy.
3. Check in time is 12 pm (noon).
4. Check out time is 11 am.
5. The RV Park is generally unsupervised. The Town of Faro accepts no liability for personal injury by campers or their visitors, property damage, theft and/or vandalism while using the park.

6. Registered campers are responsible for the behaviour of people visiting their site, and ensuring visitors adherence to the RV Park Rules
7. Adult supervision is required for campers under 18 years of age
8. Only inverter-type generators or generators deemed sufficiently quiet by employees may be used in the park.
9. Quiet Hours are 11 pm to 8 am. This includes noise created by generators, which should normally be shut off during these hours.
10. Dogs are permitted in the park subject to the following:
 - a. Pet owners must maintain control of their dog at all times.
 - b. Pet owners must keep their dog on a leash when walking around the RV Park.
 - c. Pet owners must clean up after their dog and dispose of pet excrement in the receptacles provided.
 - d. Adherence to the Town of Faro's Animal Control Bylaw is required.
11. Campfires must be attended at all times, must only be lit in the provided fire pit location, and be a reasonable size/height to ensure fire safety during various weather conditions. Fire pits shall not be moved to alternate locations
12. Firewood is provided and is not to be removed from the RV Park.
13. A trailer dumping station is provided for use of registered campers, and Employees will provide instruction on its proper use.
14. Campers are not permitted to cut or damage trees in the Park.
15. Campers are not permitted to feed wildlife within the park (i.e. foxes, bears, birds). Concerns about wildlife can be reported to the Employees at the CRIC. Outside of the CRIC's Regular Operating Hours, concerns about wildlife should be reported to the Yukon TIPP Line (800.661.0525) or the RCMP.
16. Campers are responsible for leaving campsites in a clean condition.
17. Campers are permitted to stay in the campground for a maximum of 21 days. If a camper wishes to stay longer, staff will make a determination on whether that request can be accommodated and may require a camper to relocate to an alternate spaces on Lapie Crescent or Sheldon Avenue.
18. Campers may use licenced and insured vehicles in the Park provided they are being operated by a licensed driver. Vehicles are only allowed on roadways, and must be parked in a manner that does not obstruct or interfere with other campers or campsites.
19. Potable water is available at hookup sites and can also be obtained at the public washroom facilities.
20. Public washroom facilities are available for registered campers and people with a shower pass. The door code for these facilities will be provided at registration and campers / pass card holders shall not be provide the code to others.

M. DISCIPLINARY PROCEDURES

1. The Manager of Recreation & Culture and employees shall review all incidents

that occur within the various facilities and may impose disciplinary measures as deemed appropriate. In the absence of the Manager, such incidents may be dealt with by the CAO or designated employee.

2. Where disciplinary action is imposed by the Manager of Recreation & Culture or designate, he or she shall:
 - a. Maintain a written record of all minor and major disciplinary actions imposed (i.e. a copy of a letter sent to the patron in non-compliance); and,
 - b. Advise employees who work within the facility or facilities that are impacted by the disciplinary action, while maintaining confidentiality to the greatest extent possible.
3. Disciplinary measures will be applied as circumstances warrant, and may include the following:
 - a. A warning letter is sent to the person or persons in question, or the parent or guardian if the person or persons are under 18 years of age, outlining that further disciplinary action may result if such incidents continue.
 - b. Suspension of the person's or persons' membership or privileges to access the specific facility for no more than 30 days. There will be no refund on any part of a paid membership. A letter is also sent to inform the person or persons of the disciplinary action taken.
 - c. Long term suspension of membership privileges may result if the rules continue to be abused. There will be no refund on any part of a paid membership. A letter is also sent to inform the person or persons of the disciplinary action taken.
 - d. Referral of the incident to the RCMP if deemed necessary, along with a copy of any letters sent to the person or persons in question.



Recommendation to Council

Re: Weight Room Passes for Medical Professionals

Date: April 16, 2026

For Discussion:

Council discussed providing weightroom access to Doctors/Nurses who rotate through the community to enable short-term access to the weightroom. An initial discussion with the Department of Health and Social Services also occurred on this topic, and a proposal to them will follow Council's discussion on this report.

In coordination with staff at the Faro Nursing Station, the following process has been developed and can be implemented quite simply to ensure that only authorized medical professionals have access to the weightroom, and to give the Department of Health and Social Services accountability measures for fees charged.

1. The Town of Faro will provide the Faro Nursing Station with business-cards to distribute to doctors & nurses who are working in Faro and want to use the weight room.
 - The business card would include instructions on how the process works and contact information/hours of operation for the Recreation Centre.
2. The doctor/nurse would write their name or employee # on the card and bring the card to the Recreation Centre.
3. Recreation Centre Staff would issue a no-charge fob for the duration of their stay in Faro and get them to sign our standard waiver form.
4. The Town of Faro would use their name or employee # to invoice the Department of Health and Social Services for the cost of the service. A pro-rated weightroom fee would be set based on the existing fee schedule.

If this process is acceptable to Council, Administration will proceed to discuss it with the Department of Health and Social Services.

Submitted by: Kimberly Ballance, CAO

April 13, 2026

Town of Faro,

Attention: Kimberley Ballance – CAO Faro

Re: Town Council Meeting April 21, 2026 Agenda

Good afternoon Ms. Ballance,

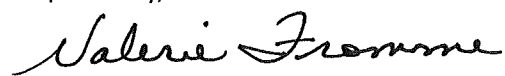
I am the RO for Del Van Gorder School Elections 2026. Please consider adding to the Town's April 21, 2026 Town Council Meeting Agenda, a reminder for electors and council nominees the dates, times and location for Del Van Gorder's School Council Election.

If this item can be added to the agenda, I will ask School Counsellor, Gary Jones, to share the information during the April 21, 2026 scheduled town meeting.

I can be reached at 867-335-0379.

Thank you for your attention,

Respectfully,

A handwritten signature in black ink that reads "Valerie Fromme". The signature is written in a cursive, flowing style.

Valerie Fromme

Returning Officer – Del Van Gorder School Council 2026 Election