



Agenda
Town of Faro Regular Council Meeting
June 2, 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 Jordan Stackhouse and Graham White, Elevator Yukon re: Official Community Plan Amendments
- 4. BUSINESS ARISING FROM DELEGATIONS & HEARINGS**
- 5. ADOPTION OF MINUTES**
 - 5.1 Minutes of the May 19, 2026, Special Meeting of Council
 - 5.2 Minutes of the May 19, 2026, Regular Meeting of Council
- 6. BUSINESS ARISING FROM MINUTES**
- 7. FINANCIAL**
 - 7.1 Finance Report
- 8. REPORTS**
 - 8.1 Mayor's Report
 - 8.2 Council Reports
 - 8.3 Administration's Reports
 - 8.3.1. Chief Administrative Officer
 - 8.3.2. Manager of Operations
 - 8.3.3. Manager of Recreation and Culture
 - 8.4 Health and Safety Committee
 - 8.4.1. Minutes of the April 14, 2026, Health & Safety Committee
- 9. BYLAWS**
 - 9.1 2026-04 – Noise Bylaw – First Reading
 - 9.2 2026-04 – Noise Bylaw – Second Reading
- 10. UNFINISHED BUSINESS**

10.1 Sale of Land Policy

10.2 Housing Accelerator Fund - Residential Conversion Grant Policy -
Amendment

11. NEW BUSINESS

11.1 Licence Agreement with Minister of National Defence (Rangers & Jr. Rangers)

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

12.1 Letter from Department of Environment, dated May 14, 2026, re: Launch of
Yukon Conservation Fund

13. PUBLIC QUESTION PERIOD

Public Questions

14. IN-CAMERA

14.1 Land Matter - in accordance with Municipal Act Section 213 (3)(e) re:
Property Sales

14.2 Legal Matter - in accordance with Municipal Act Section 213 (3)(f) re: Legal
Matter

15. ADJOURNMENT



TO: Mayor and Council

FROM: Jordan Stackhouse, Elevator Yukon

DATE: May 20, 2026

SUBJECT: Progress Update – Proposed Amendments to the 2024 Faro Official Community Plan

PURPOSE: The purpose of this second revision is to incorporate the results of the Planner’s Zoning Bylaw consistency review into the OCP amendment package. The Planner’s review confirmed that the draft Zoning Bylaw is consistent with the existing Goals and Policies of the OCP, and identified one substantive policy question for Council direction (the designation of land along Blind Creek Road that Council is directing Yukon Government Lands Development Branch to investigate for future country residential development), as well as a series of mapping refinements that have been implemented by the Planner and the mapper.

BACKGROUND: Faro’s renewed OCP was completed in September 2024. The March 31, 2026 briefing to Council identified nine proposed amendments organized into Land Use changes (five items) and Other Changes (four items). This progress update reports that seven items are COMPLETE, one is IN PROGRESS, one is PARTIALLY COMPLETE, and two require further COUNCIL DIRECTION.

Since the first revision of May 20, we have also completed a Zoning Bylaw consistency review of the OCP. That review (a) confirmed alignment between the draft Zoning Bylaw and the existing OCP Goals and Policies, (b) raised one policy question for Council regarding the appropriate designation of the Blind Creek Road area being directed to LDB for feasibility, and (c) implemented a series of mapping refinements. These are summarized in a dedicated section below as well; together with the previously-tracked items, the revised status of each amendment is summarized in the tables below.

DISCUSSION: The tables below track each item from the March 31, 2026 briefing. Items shaded green are complete; yellow are partially complete; blue require Council direction before completion; and orange remain outstanding.

1. LAND USE

Suggestion	Status	Comments / Next Action
Remove current Future Country Residential (FCR) parcel	COMPLETE	The original FCR parcel has been formally dropped from the OCP per Council’s earlier direction. The previously-identified replacement CR area south of the Pelly River has since been removed by the Planner (see mapping changes below) and a new CR polygon has been added southeast of the Townsite along Blind Creek Road to direct LDB to begin feasibility work there. The Planner has raised a related policy question regarding whether the FCR designation should be reestablished in the OCP to better characterize the Blind Creek Road area as future, pre-feasibility country residential land — see the dedicated section below on the Planner’s Zoning Bylaw consistency review.
Update Mitchell Rd land use designation with improved mapping	COMPLETE	The refreshed map series includes a dedicated Industrial Area detail sheet showing refined IC subdivision boundaries and individual lot lines along McQuesten Road and Stey Road. The new mapping reflects the further planning work completed since the original OCP was adopted.
Remove IC parcel along Mitchell Rd beside Yukon Energy	COMPLETE/ PENDING COUNCIL DIRECTION	The Planner’s Zoning Bylaw consistency review confirmed that the underlying land application for the IC parcel on the south side of Mitchell Road has been withdrawn. The Planner and the mapper have accordingly suggested removing the IC designation from that parcel in the refreshed map series. Council to confirm at first reading that the removed IC parcel can be returned to the previously-identified Parks (P) designation (or such other designation as Council may direct) in the updated map series.

<p>Update wording in Residential designation to permit smaller lots for mobile and modular homes</p>	<p>COMPLETE</p>	<p>A redlined amendment has now been added to the Residential (R) designation paragraph in the OCP (Chapter 4). The new wording reads: <i>“Notwithstanding the minimum lot size requirements that otherwise apply in the Residential (R) designation, Council supports the Zoning Bylaw permitting smaller lots within the Residential (R) designation specifically to accommodate mobile homes, modular homes, and manufactured homes. This is intended to expand the range of attainable housing types available in Faro and to provide clarity and consistency between this OCP and the Town’s Zoning Bylaw. Lot size, siting, servicing, and design standards for mobile, modular, and manufactured homes shall be set out in the Zoning Bylaw.”</i></p>
<p>Identify Community Use (CU) designation parcels</p>	<p>COMPLETE</p>	<p>CU parcels are now mapped on the refreshed map series. Two CU areas are visible on Maps 1 and 2 (west of the Townsite in the Rose River area) corresponding to public-use lands such as the ski trail corridor. Council should confirm at first reading that the mapped CU areas reflect Council’s intent before the OCP body text is updated to reference the mapped parcels.</p>

2. OTHER CHANGES

Suggestion	Status	Comments / Next Action
<p>Add Statistics Canada and Yukon Bureau of Statistics population data</p>	<p>COMPLETE/ PENDING COUNCIL DIRECTION</p>	<p>Chapter 3 (Faro Community Profile) has been fully rewritten to incorporate three population data sources: Statistics Canada Census of Population 2021 (440 residents); Yukon Bureau of Statistics June 30, 2025 estimate (422 residents); and Faro Municipal Census 2024 (652 residents, Council-adopted). The geographic scope, methodology, and reference date of each source is identified inline. A new comparison table has been inserted (revised Table 1). Footnotes have been updated. An inconsistency in the existing OCP (87.6% growth cited in the Housing chapter vs. 69% in the Community Profile) has been flagged for Council to confirm which figure to carry forward.</p>
<p>Add Appendix II to the OCP</p>	<p>COMPLETE</p>	<p>Updated since May 20: Appendix II has been located, formatted to match the OCP’s body styling, and inserted at the end of the document in REDLINE_v3. It includes the full Summary of Community Engagement organized into 12 numbered sections (Overview of Engagement Process; Community Context and Emerging Trends; Core Theme: Managing Change and Growth; Housing and Land Use; Economic Development; Mine Remediation; Main Street Vision; Recreation, Culture, and Quality of Life; Tourism; Governance; Community Identity; Key Takeaways). Council to review and confirm the inserted content reflects the engagement record from the 2022–2024 OCP development process.</p>

Update OCP map series	PARTIALLY COMPLETE / OUTSTANDING	The Planner and the mapper have implemented a series of additional mapping refinements identified during the Zoning Bylaw consistency review (see dedicated section below). The refreshed map series will be re-issued incorporating these refinements. Finalization of the map series for incorporation as Appendix I now depends on (a) Council's direction on the FCR / CR policy question raised by the Planner, and (b) Council's confirmation at first reading of the mapping changes implemented by the Planner. Once those items are settled, the map series will be finalized and incorporated as Appendix I, with the full series included as an appendix as recommended in the March 31 briefing.
Clean-up of wording, spelling, and syntax	IN PROGRESS	This is a final-pass item that is best completed once all substantive amendments above are settled. Elevator Yukon will conduct a full review pass for consistency between the OCP and the updated Zoning Bylaw, and for general clarity, prior to first reading.

3. ZONING BYLAW CONSISTENCY REVIEW

The Planner completed a Zoning Bylaw consistency review to confirm alignment between the draft Zoning Bylaw and the existing Goals and Policies of the OCP. The Planner reported that many of the updates being implemented in the draft Zoning Bylaw are supporting and completing goals set out in the OCP, and identified nothing in the draft Zoning Bylaw that is contrary to or out of alignment with the OCP.

In the course of the review, the Planner identified (a) one substantive policy question for Council direction, and (b) a series of mapping refinements that have been implemented by the Planner working with the mapper. These are summarized below.

3.1. COUNCIL QUESTION - BLIND CREEK ROAD DESIGNATION

Background: Council has directed Yukon Government Lands Development Branch (LDB) to begin feasibility work on a parcel southeast of the Townsite along Blind Creek Road as potential future country residential land. The Planner notes that the renewed OCP did away with the previous Future Country Residential (FCR) designation, and that

the remaining designations in the OCP that could be applied to the Blind Creek Road area are imperfect fits: Country Residential (CR) would imply that planning is further along than it currently is (the area has not been surveyed, serviced, or formally reserved by YG); Urban Reserve (UR) speaks to residential intent but does not capture the country-residential character. There is no other existing designation that captures "future, pre-feasibility, country residential."

Interim approach: For the current draft, we have used the CR designation for the Blind Creek Road area, on the understanding that the Town will ensure LDB has begun a land reservation application for the area while the OCP is coming into force. We have flagged that this interim approach could give the appearance that planning is further along than is actually the case.

Question for Council: Does Council wish to reestablish the FCR designation in this round of amendments to more accurately characterize the Blind Creek Road area as future, pre-feasibility country residential land. The trade-offs are:

(a) Reestablish FCR. Pros: most accurate characterization of the planning status of the Blind Creek Road area; preserves CR as a designation for areas where servicing, surveying, and lot creation has progressed; reduces the risk that residents misread the OCP as a commitment to imminent country-residential development. Cons: adds back a designation that this round of amendments had set out to remove; requires drafting fresh FCR policy language for the OCP; modestly expands the scope of the amendments.

(b) Continue using CR for Blind Creek Road. Pros: smallest change to the amendment package; relies on the existing CR designation language. Cons: risks signaling more planning progress than actually exists; depends on LDB advancing a reservation application before the OCP is in force; the Planner has explicitly flagged this risk.

(c) Use Urban Reserve (UR) for Blind Creek Road. Pros: avoids signaling that country-residential planning is well advanced; UR is an existing designation. Cons: UR does not speak to the country-residential character that Council has directed for the area.

Recommendation: Elevator Yukon's recommendation is to reestablish the FCR designation. It is the most accurate characterization of the planning status, it gives the Town and LDB the planning headroom they need without forcing the OCP language to do work it was not intended to do, and the additional drafting effort is modest given that the rest of the amendment package is now well advanced. If Council prefers option (b), Elevator Yukon will work with Town Administration to confirm that LDB has initiated a

land reservation application for the Blind Creek Road area prior to the OCP coming into force, and will include accompanying explanatory language in the body of the OCP. Council direction on this point is the most material outstanding item in the amendment package.

3.2. OTHER MAPPING REFINEMENTS IMPLEMENTED

The Planner, working with the mapper, has implemented the following nine mapping refinements during the Zoning Bylaw consistency review. With the exception of item (1) below (which is the subject of the policy question above) and item (5) below (which resolves a previously-pending Council direction item), these refinements are presented for Council awareness and confirmation at first reading. None of them is expected to be controversial.

Suggestion	Status	Comments / Next Action
(1) Added new CR polygon SE of Townsite along Blind Creek Road	PENDING COUNCIL DIRECTION	A new Country Residential (CR) polygon has been added southeast of the Townsite along Blind Creek Road to direct LDB to begin feasibility work in that area. As noted above, the appropriate designation for this polygon is the subject of a policy question for Council direction (CR vs. FCR vs. UR).
(2) Removed CR designation from area south of Pelly River	COMPLETE	The previously-mapped CR designation south of the Pelly River has been removed; the area is being re-purposed as CU (see next row).
(3) Updated old CR area with CU designation to capture community ski trails	COMPLETE	The area previously designated CR south of the Pelly River has been re-designated Community Use (CU) to capture the community ski trail corridor. This further completes the March 31 briefing item to identify CU parcels in the OCP.
(4) Refined IC polygon for Mitchell Road Industrial Subdivision	COMPLETE	The IC polygon boundary and lot lines for the Mitchell Road Industrial Subdivision have been further refined to reflect the most current planning work. This complements the Industrial Area detail sheet already produced (Map 4 at scale 1:1 000).

(5) Removed IC designation on south side of Mitchell Road	COMPLETE	Resolves the previously-pending direction item from the March 31 briefing. The land application underlying the IC designation on the south side of Mitchell Road has been withdrawn, and the IC designation has accordingly been removed. Council to confirm at first reading the appropriate replacement designation (previously identified as Parks (P)).
(6) Changed R and CF designations either side of Ross Road to IC	COMPLETE	The parcels on either side of Ross Road that had been designated Residential (R) and Community Facility (CF) have been redesignated Industrial-Commercial (IC) to reflect their actual use and to align with the draft Zoning Bylaw.
(7) Changed split MU/R designation of Lot 445 to MU only	COMPLETE	The split Mixed Use (MU) / Residential (R) designation of the lot at 445 at the northern intersection of Dawson Drive has been simplified to MU only. The split designation was a mapping artefact rather than a deliberate planning choice.
(8) Changed P designation of Lot 409 to CF	COMPLETE	Lot 409 contains municipal infrastructure and has accordingly been redesignated from Parks (P) to Community Facility (CF), which is the correct designation for parcels carrying municipal infrastructure.
(9) Changed split UR/P of Lot 1023 to CF	COMPLETE	Lot 1023 has recently been surveyed as the parcel for the Golf Club clubhouse and storage buildings. The previously split Urban Reserve (UR) / Parks (P) designation has been changed to Community Facility (CF) to reflect the actual use of the lot.

4. LIST OF ITEMS STILL REQUIRING COUNCIL DIRECTION

To allow Elevator Yukon to finalize the amendment package, Council is asked to provide direction on the following at the earliest convenient meeting:

- (1) **Blind Creek Road designation:** FCR vs. CR vs. UR. Direction is sought on whether to reestablish the FCR designation in the OCP to characterize the Blind Creek Road

area being directed to LDB for feasibility (Elevator Yukon’s recommended option), continue using CR (the Planner’s interim approach), or use UR. This is the most material outstanding item in the amendment package and is described in detail in the Planner’s Zoning Bylaw consistency review section above.

(2) Mapping refinements implemented by the Planner: At first reading, Council is asked to confirm the eight non-controversial mapping refinements implemented by the Planner (items 2 through 9 in the table above), including the replacement designation for the removed IC parcel on the south side of Mitchell Road (previously identified as Parks (P)).

(3) Mapped CU parcels: Council to confirm at first reading that the CU areas now shown on the refreshed map series — including the ski-trail area south of the Pelly River added by the Planner — reflect Council’s intent.

(4) Growth-rate figure: Confirm whether the OCP should use 26.4% (StatsCan 2016–2021), ~87% (StatsCan 2016 baseline vs. Municipal Census 2024), or some other reconciled figure as the headline growth statistic, and confirm the calculation method.

(5) Reference population for funding negotiations: Re-affirm Council’s adoption of 652 as the 2024 reference population for the purposes of Comprehensive Municipal Grant and other population-based funding discussions with the Government of Yukon.

5. LIST OF ITEMS STILL REQUIRING ADMINISTRATION ACTION

Depending on Council’s direction on the Blind Creek Road designation question above:

- (1)** If Council directs that the FCR designation be reestablished, no further Administration action is required beyond first reading. Elevator Yukon will draft the FCR designation language for inclusion in the OCP.
- (2)** If Council directs that the CR designation be retained for the Blind Creek Road area, Administration is asked to confirm with Yukon Government Lands Development Branch that a land reservation application for the area has been initiated.

6. NEXT STEPS

Subject to Council direction on the items listed above, Elevator Yukon will:

- (1)** If Council directs reestablishment of the FCR designation: draft fresh FCR designation policy language for the OCP, drawing on the previous FCR language and

aligned with the Planner's characterization of the Blind Creek Road area as future, pre-feasibility country residential land.

- (2) Update the OCP redline draft to (i) reconcile the 69% / 87.6% growth-rate inconsistency in the Housing chapter; (ii) update the OCP body text to reference the CR (or FCR, subject to direction) and CU areas as now mapped by the Planner; and (iii) update the OCP body text to reflect the IC removal on the south side of Mitchell Road.
- (3) Finalize the refreshed map series and incorporate it as Appendix I, with the full series included as an appendix to the OCP as recommended in the March 31 briefing.
- (4) Conduct a final clean-up pass on wording, spelling, and syntax for consistency with the updated Zoning Bylaw and general document clarity.
- (5) Convert the redline draft to a clean version (deletions removed, new text formatted as regular body text) and send to the designer for formatting and for Council's first reading.
- (6) Prepare an OCP Amendment Bylaw for first reading, leading to a statutory public hearing and second/third readings, followed by submission to the Minister of Community Services for approval, in accordance with the Municipal Act.

SUBMITTED BY:

Jordan Stackhouse



Owner, Elevator Yukon

(867)-689-0496

jordan@elevatoryukon.com



Town of Faro

Community OCP Designations

Town of Faro (Full Extent)

Scale 1 : 25000

OCP Land Use Designations

- Residential
- Country Residential
- Commercial
- Industrial-Commercial
- Community Facility
- Community Use
- Parks & Open Space
- Environmental Reserve
- Hinterland
- Mixed Use
- Urban Reserve

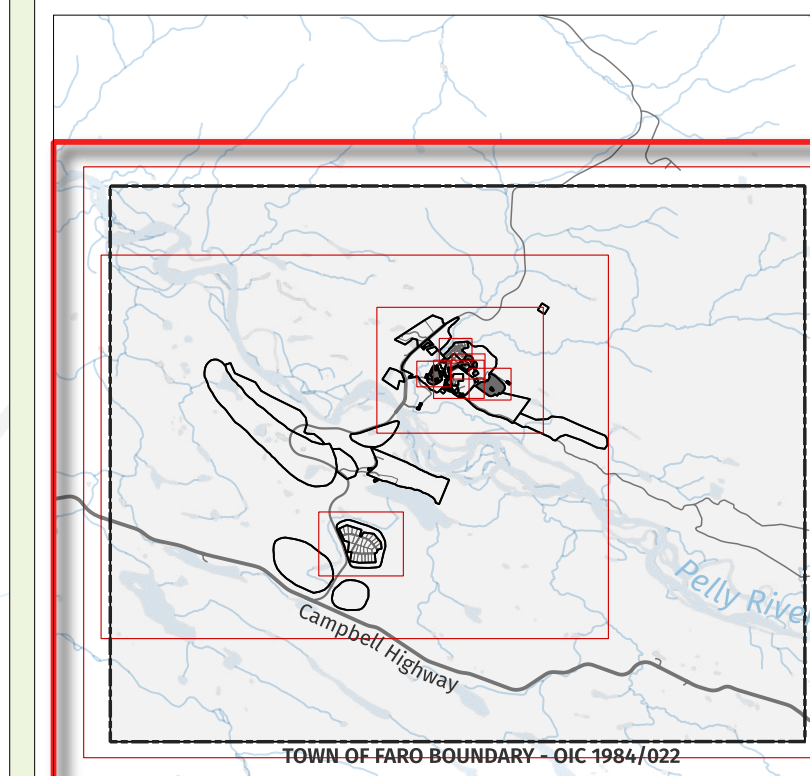
Schedule __, Bylaw No. __

As adopted _____

ORIGINAL SIGNED BY:

MAYOR

CAO



Location Map - See Main Map for Detail



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan



0 1,000 2,000 m



Town of Faro

Community OCP Designations

Town of Faro (Overview)

Scale 1 : 15000

OCP Land Use Designations

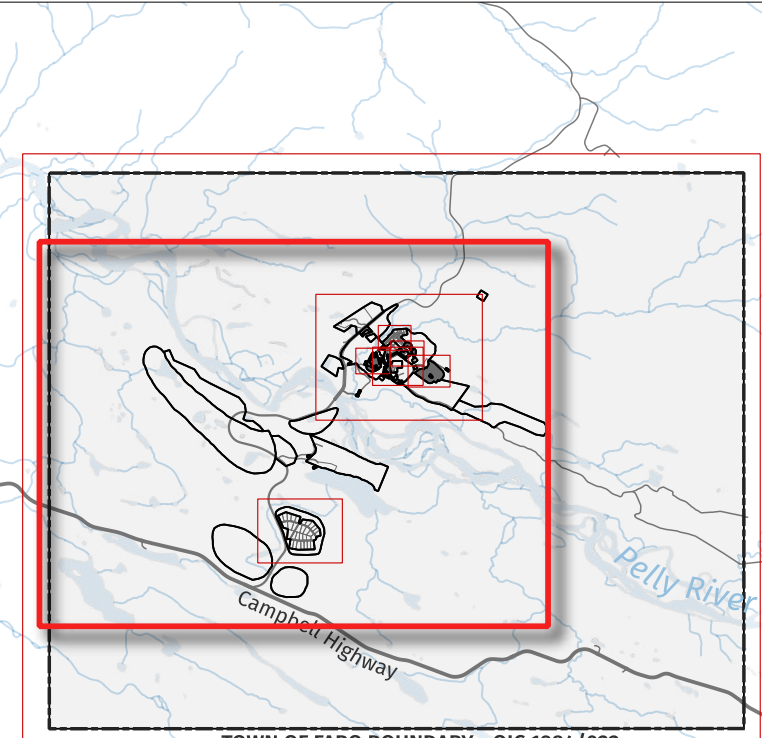
- Residential (R)
- Country Residential (CR)
- Commercial (C)
- Industrial-Commercial (IC)
- Community Facility (CF)
- Community Use (CU)
- Parks & Open Space (P)
- Environmental Reserve (ER)
- Hinterland (H)
- Mixed Use (MU)
- Urban Reserve (UR)

Schedule __, Bylaw No. __
As adopted _____

ORIGINAL SIGNED BY:

MAYOR

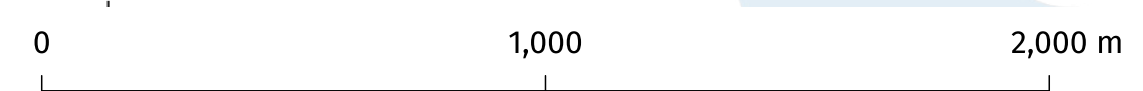
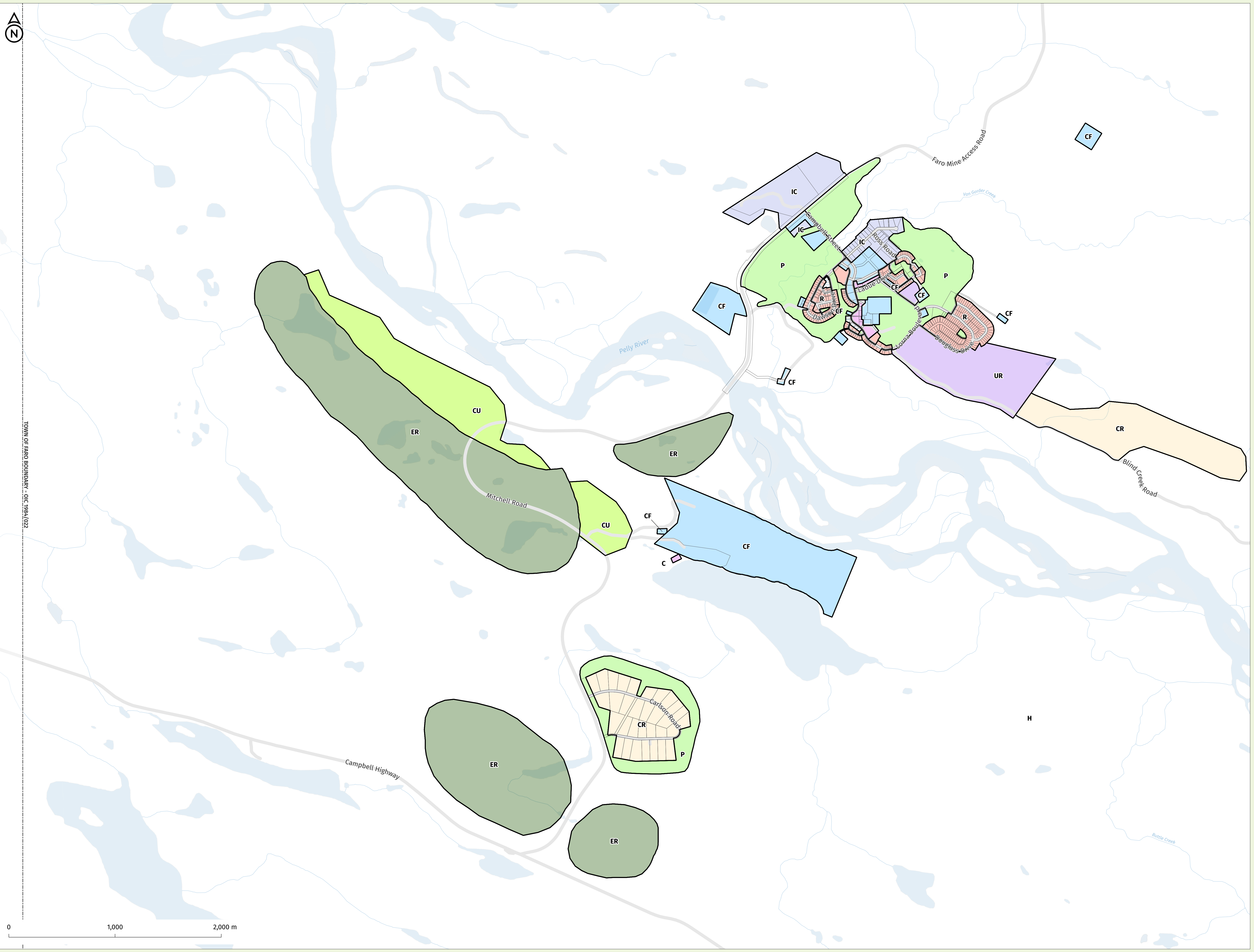
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Location Map - See Main Map for Detail



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCAN



TOWN OF FARO BOUNDARY - OIC 1984/022



CF

Town of Faro Community OCP Designations

Faro Townsite

Scale 1: 5000

OCP Land Use Designations

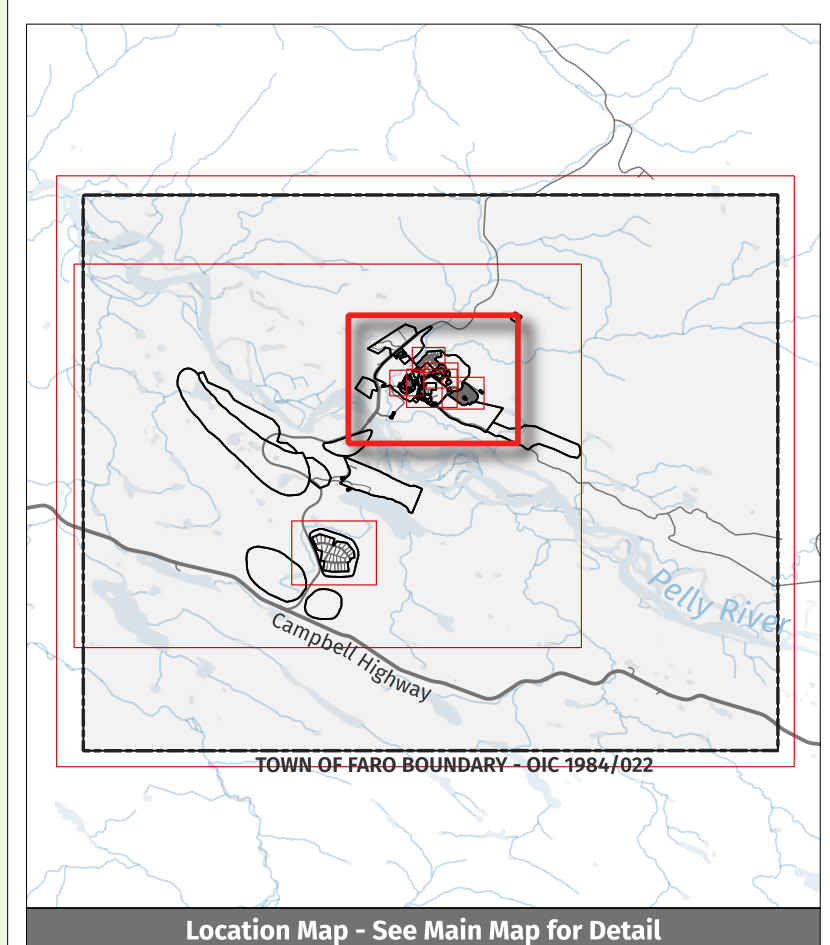
- Residential
- Country Residential
- Commercial
- Industrial-Commercial
- Community Facility
- Community Use
- Parks & Open Space
- Environmental Reserve
- Hinterland
- Mixed Use
- Urban Reserve

Schedule __, Bylaw No. __
As adopted _____

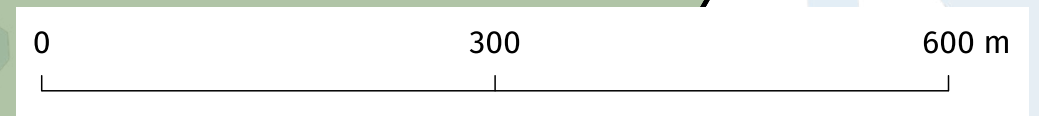
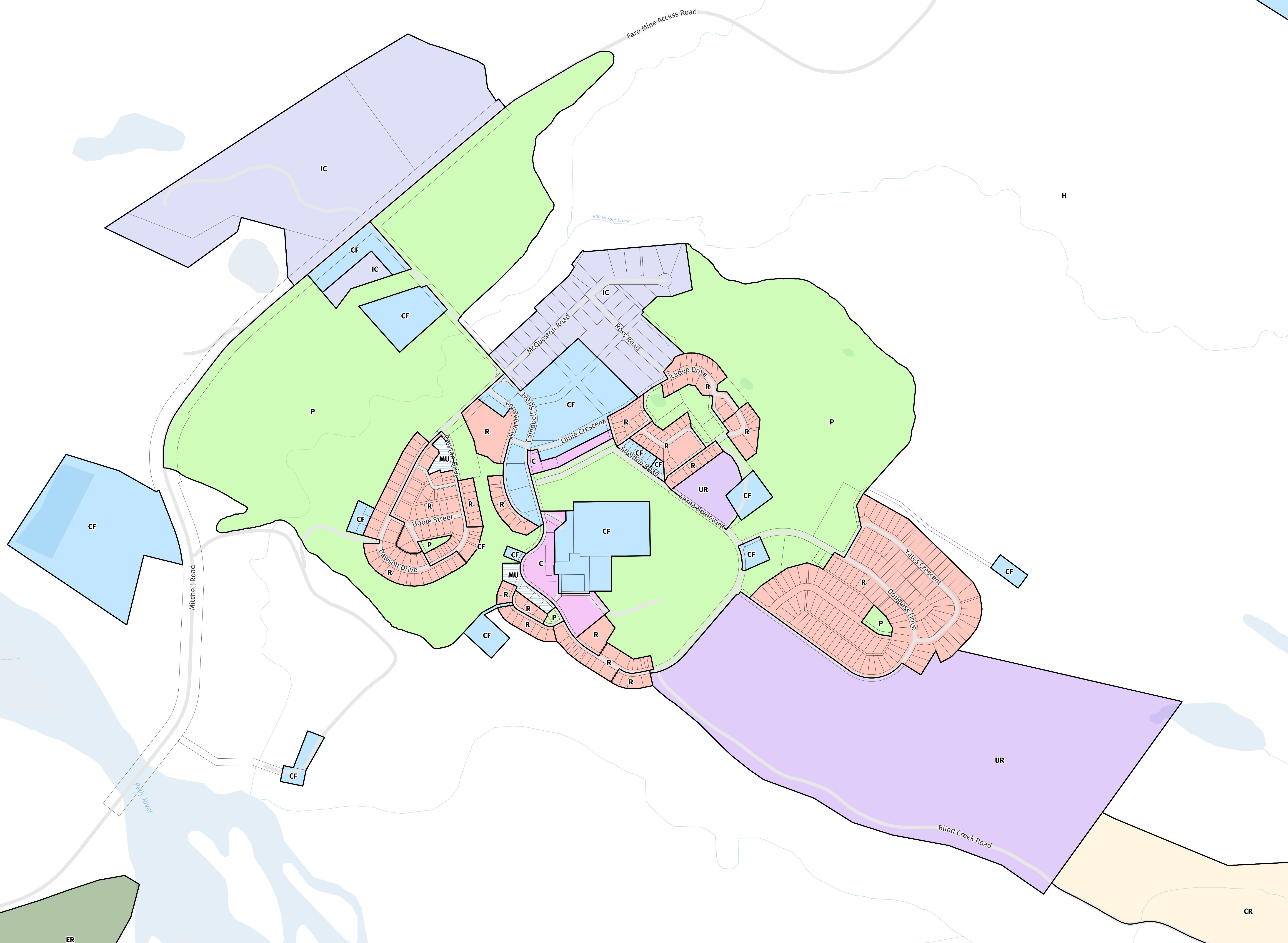
ORIGINAL SIGNED BY:

MAYOR

CAO



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCAN





Town of Faro

Community OCP Designations

Industrial Area

Scale 1 : 1000

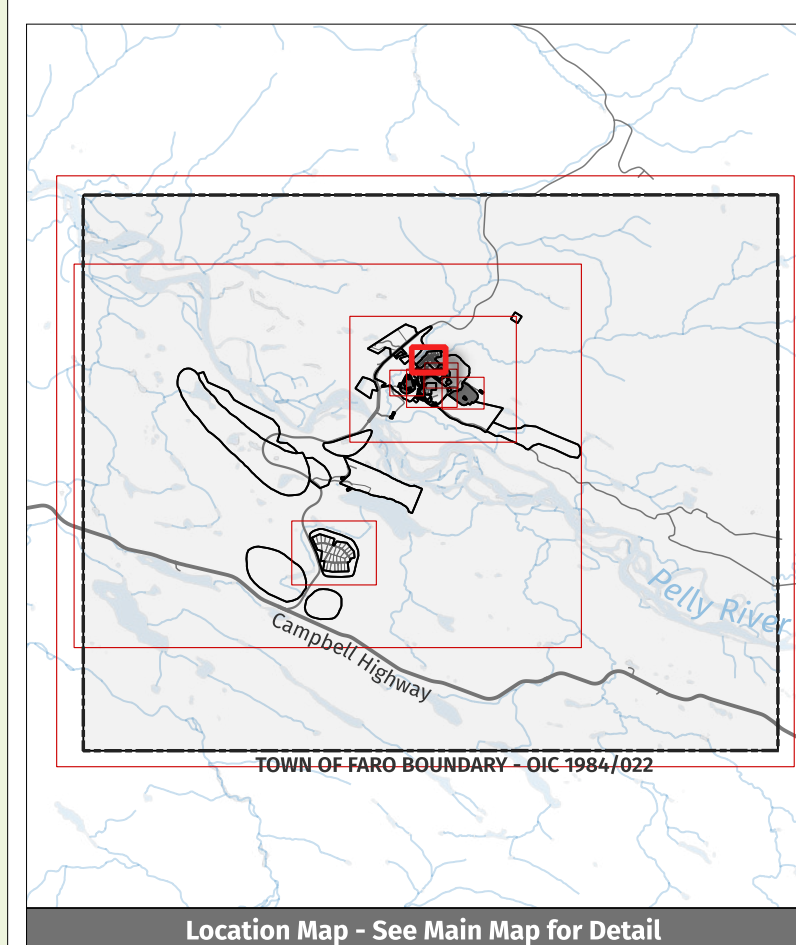
OCP Land Use Designations

- Residential
- Country Residential
- Commercial
- Industrial-Commercial
- Community Facility
- Community Use
- Parks & Open Space
- Environmental Reserve
- Hinterland
- Mixed Use
- Urban Reserve

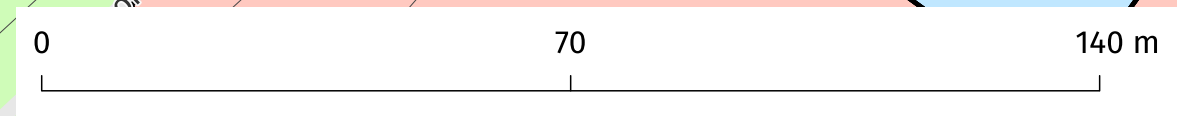
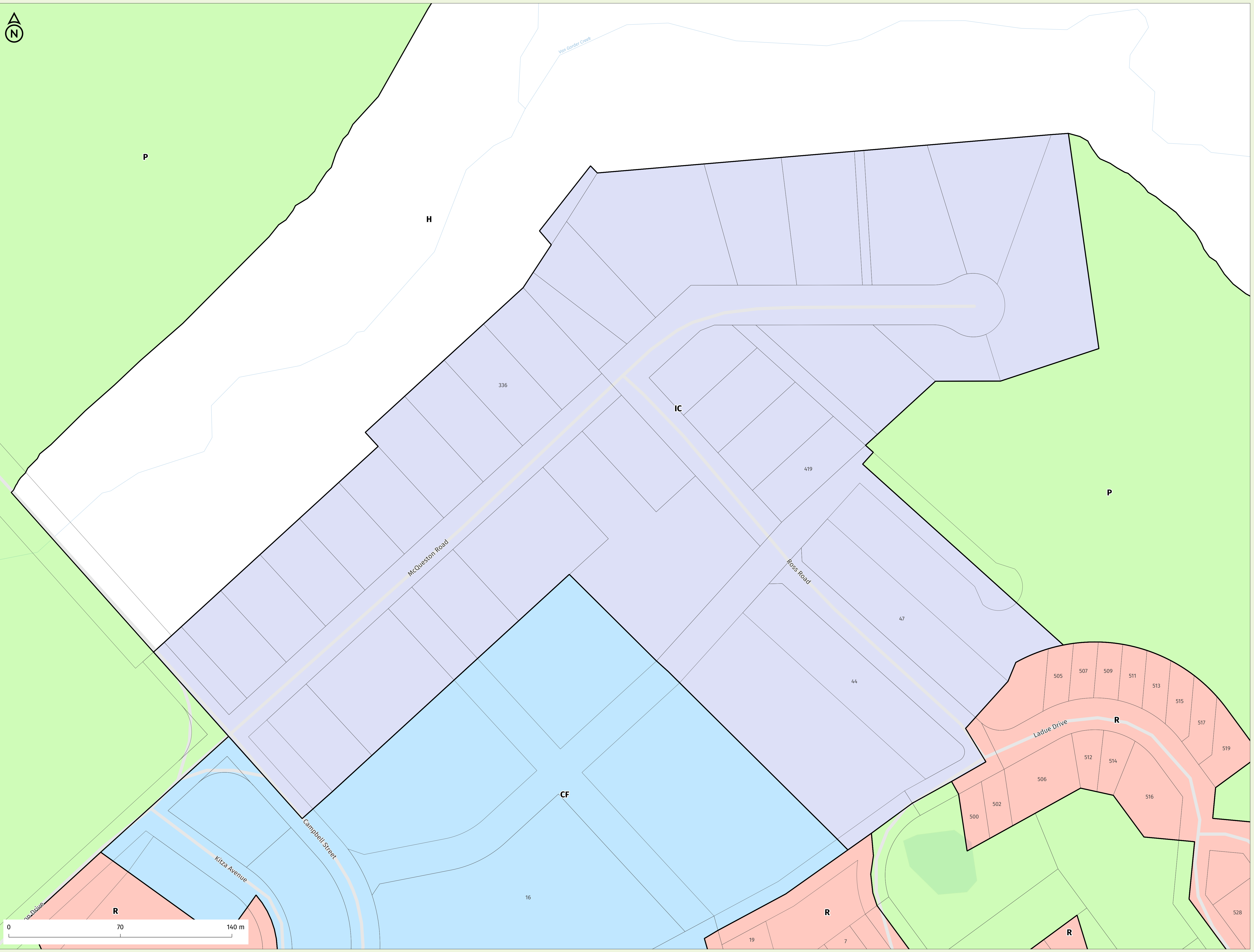
Schedule __, Bylaw No. __
 As adopted _____

ORIGINAL SIGNED BY:

_____ MAYOR
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Data sources:
 Roads & hydrology: Canvec
 Land parcels: NRCAN



Town of Faro

Community OCP Designations

The 79s

Scale 1 : 1000

OCP Land Use Designations

- Residential
- Country Residential
- Commercial
- Industrial-Commercial
- Community Facility
- Community Use
- Parks & Open Space
- Environmental Reserve
- Hinterland
- Mixed Use
- Urban Reserve

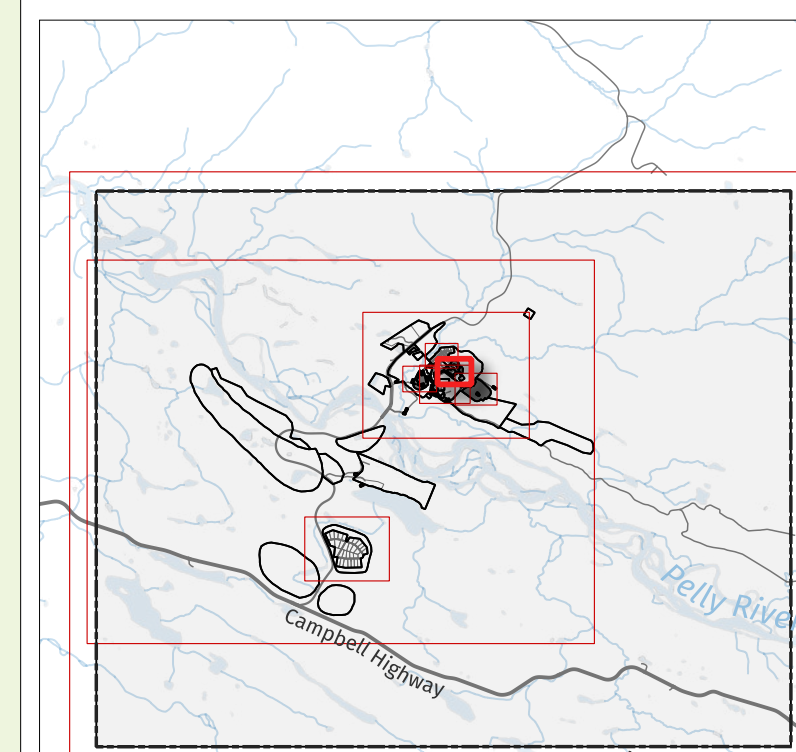
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As adopted _____

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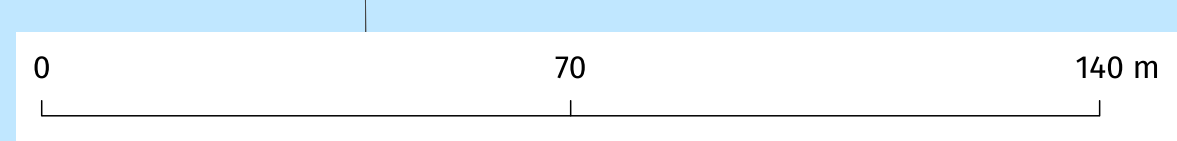
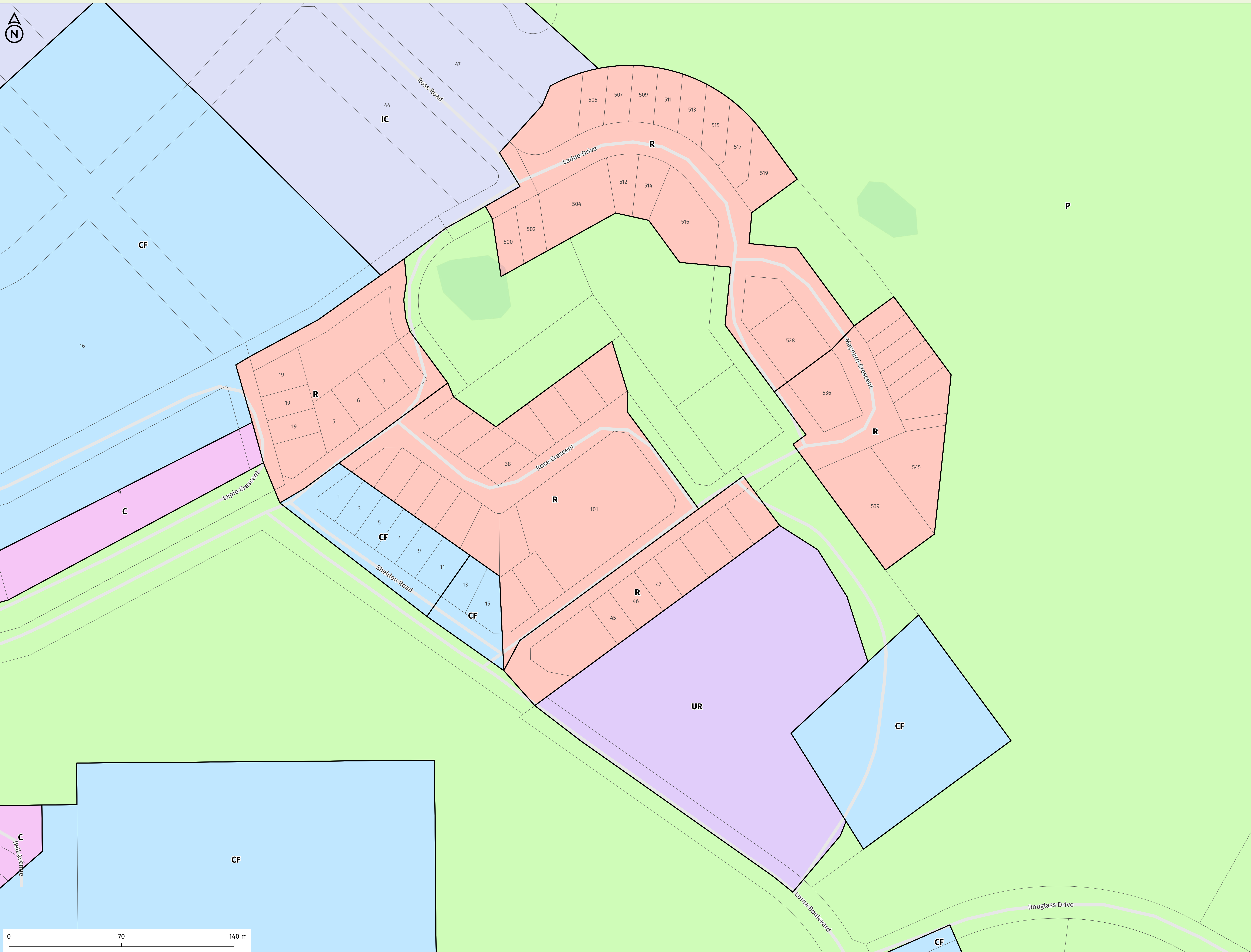
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Location Map - See Main Map for Detail



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan



Town of Faro

Community OCP Designations

Upper Bench

Scale 1 : 1250

OCP Land Use Designations

- R Residential
- CR Country Residential
- C Commercial
- IC Industrial-Commercial
- CF Community Facility
- CU Community Use
- P Parks & Open Space
- ER Environmental Reserve
- H Hinterland
- MU Mixed Use
- UR Urban Reserve

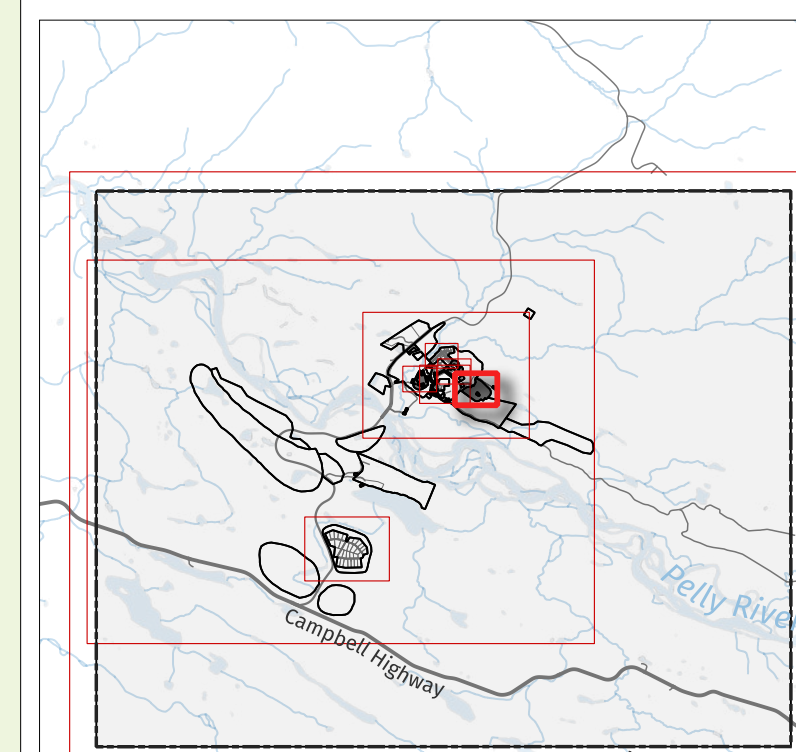
Schedule __, Bylaw No. __

As adopted _____

ORIGINAL SIGNED BY:

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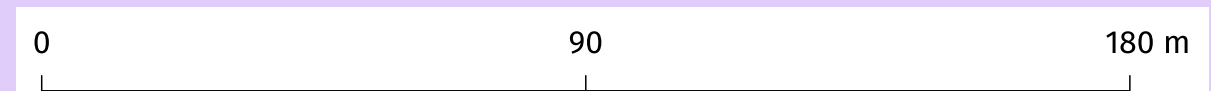
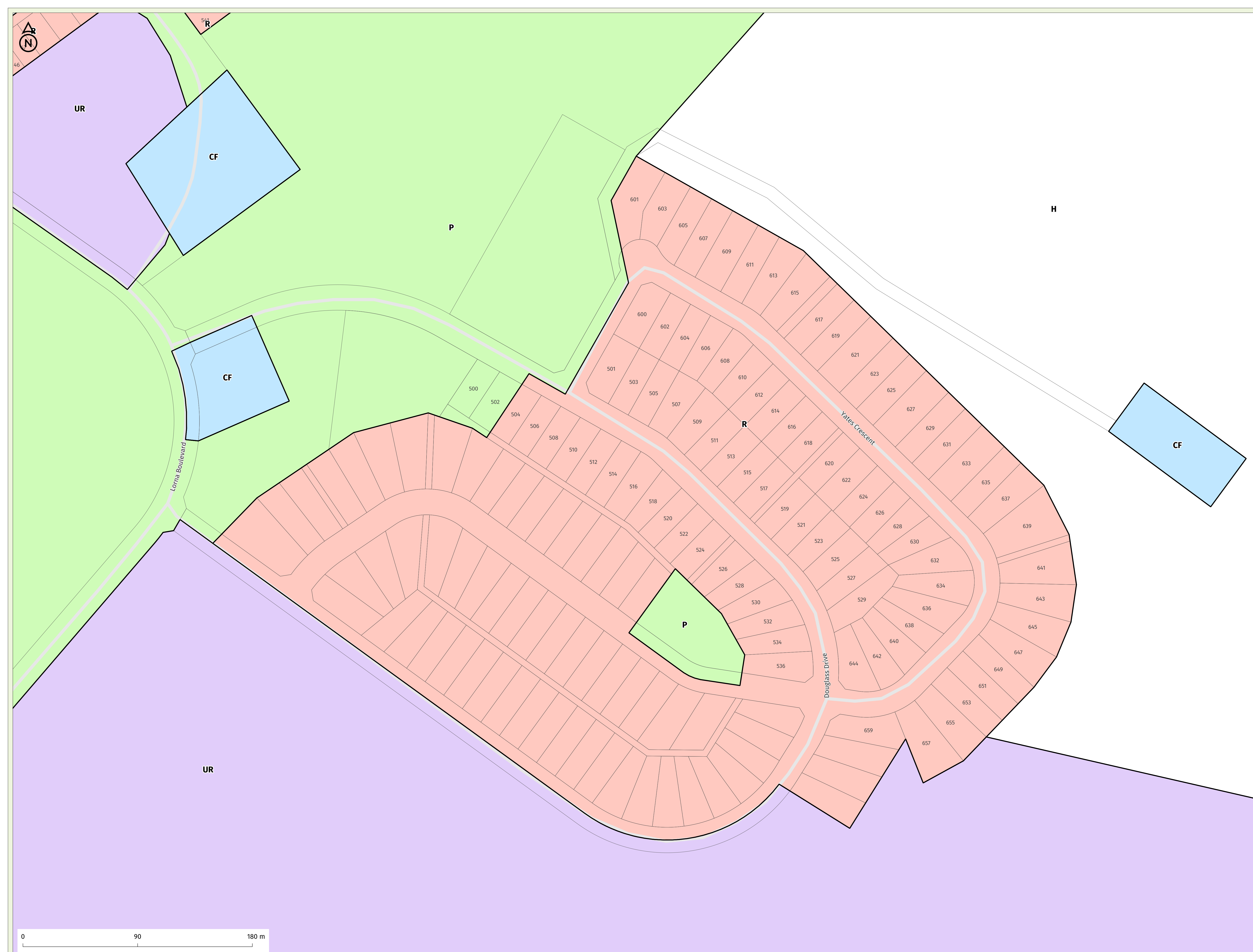
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Location Map - See Main Map for Detail



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan



Town of Faro

Community OCP Designations

Middle Bench

Scale 1 : 1500

OCP Land Use Designations

- R** Residential
- CR** Country Residential
- C** Commercial
- IC** Industrial-Commercial
- CF** Community Facility
- CU** Community Use
- P** Parks & Open Space
- ER** Environmental Reserve
- H** Hinterland
- MU** Mixed Use
- UR** Urban Reserve

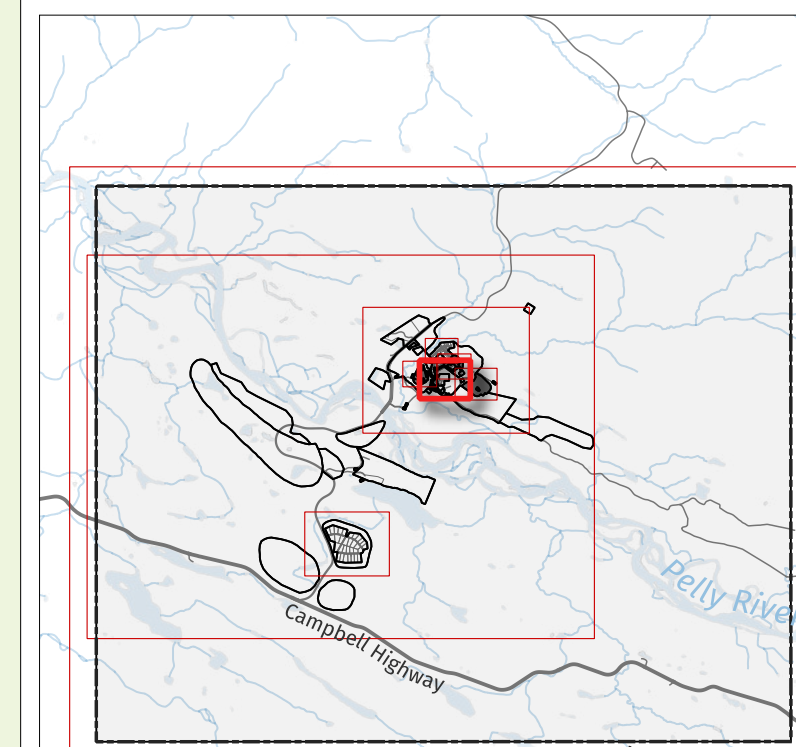
Schedule __, Bylaw No. __

As adopted _____

ORIGINAL SIGNED BY:

_____, MAYOR

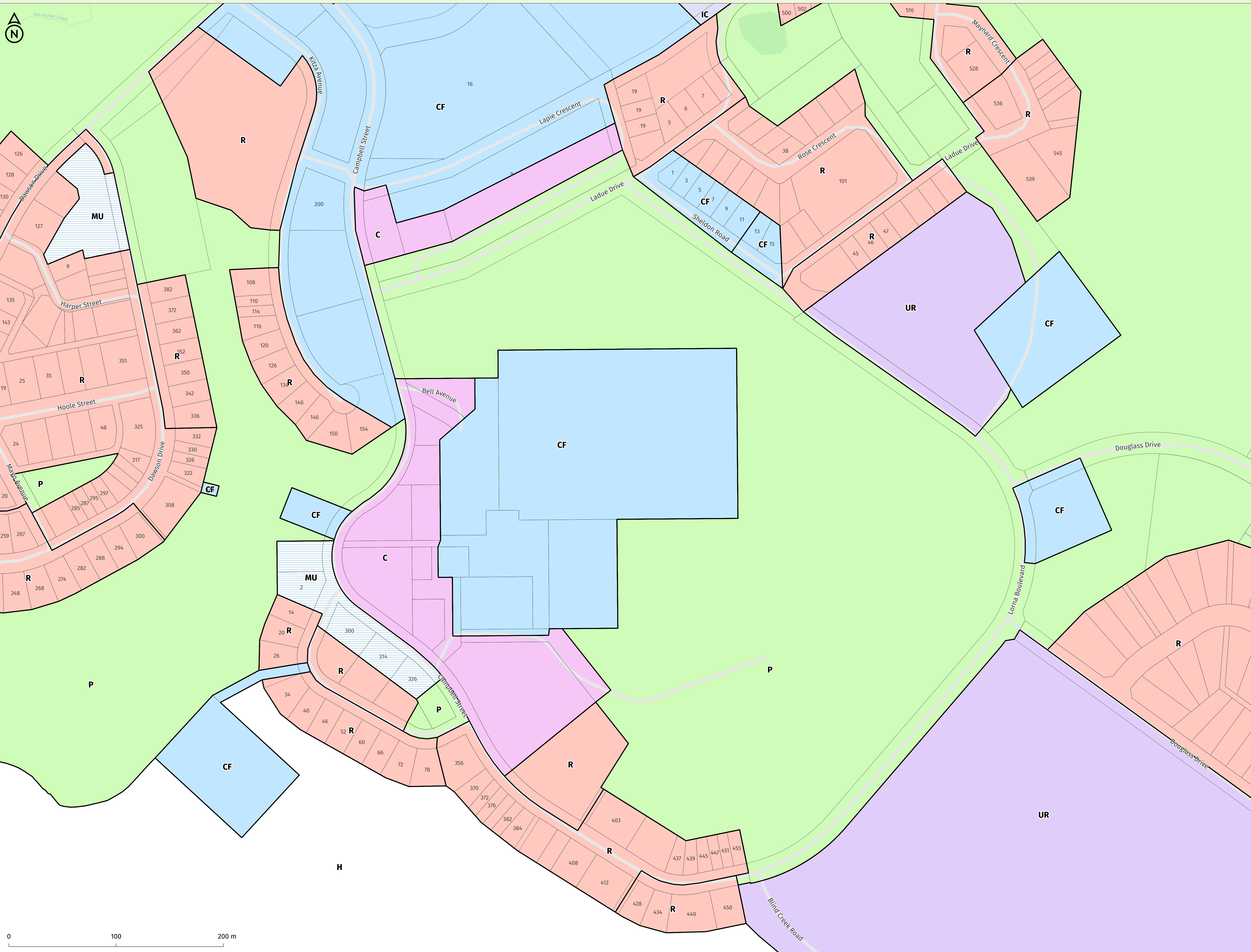
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Location Map - See Main Map for Detail



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan





Town of Faro

Community OCP Designations

Tintina Subdivision

Scale 1 : 2500

OCP Land Use Designations

- R Residential
- CR Country Residential
- C Commercial
- IC Industrial-Commercial
- CF Community Facility
- CU Community Use
- P Parks & Open Space
- ER Environmental Reserve
- H Hinterland
- MU Mixed Use
- UR Urban Reserve

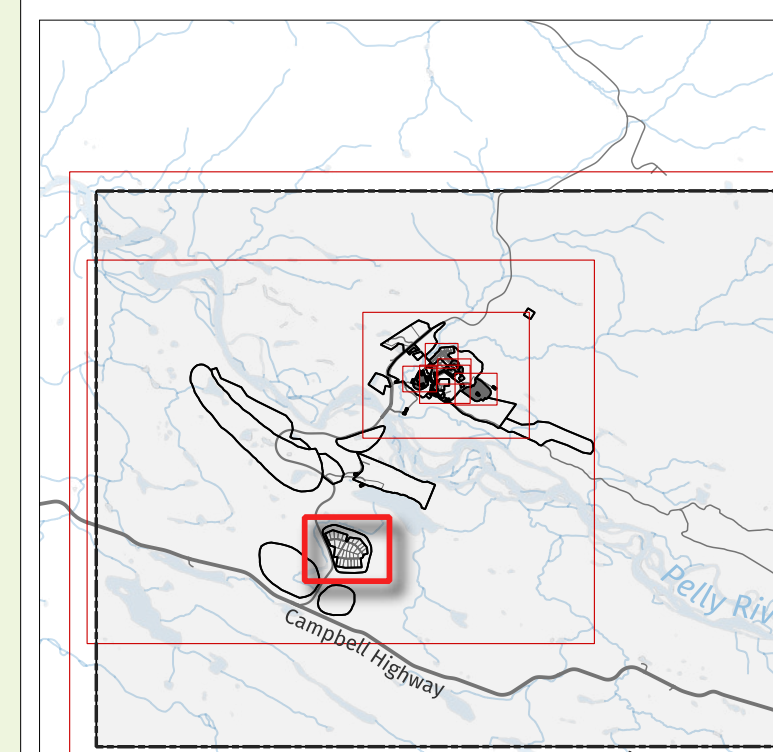
Schedule __, Bylaw No. __

As adopted _____

ORIGINAL SIGNED BY:

_____, MAYOR

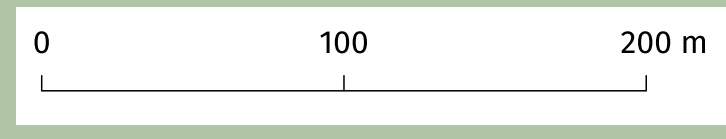
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Location Map - See Main Map for Detail



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCAN





**Minutes
Special Meeting
May 19, 2026, at 6:00 p.m.
Council Chambers**

PRESENT:

Mayor Jack Bowers CAO Kimberly Ballance
Councillors Wendy Michell-Larocque
Michelle Vainio
Neil Yee

Presenters: Julien Blot & Shelby Hurlburt, Total North (electronically)

Public Present: 0

Public on Zoom: 0

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

2.1 Council Meeting Agenda

Resolution No 26-193

Yee, Michell-Larocque

RESOLVED THAT the agenda for the May 19, 2026, Special Meeting be adopted as presented.

Carried

Resolution No 26-194

Vainio, Michell-Larocque

RESOLVED THAT Council move into Committee of the Whole for a presentation.

Carried

3. NEW BUSINESS

3.1 Total North – Backup and Disaster Recovery

Total North advised that the purpose of this presentation is to better explain an idea that was previously proposed to improve the backup options for the Town of Faro. Total North provided budget pricing for the implementation of the preferred solution, which had been vetted through the previous Administration.

The importance of having a reliable backup, disaster recovery options and quick reactivation was discussed. The server is the main hardware item which houses financial information, programs, and centralizes IT services for the Town.

There are several programs that are critical to municipal operations that operate through the server. There are various reasons why a server could fail, including natural disasters, electrical system problems, or cybersecurity incidents. An internal assessment of the importance of accessing programs and files on the server should be completed to determine the length of time that the town could be without them as well as the importance of the data and how much could be reasonably lost. Redundancy, including onsite, offsite and immutable backups, should form part of the backup solution.

Currently, the Town has the server, one daily backup on a separate device, and one limited-scope backup to the cloud. The cloud backup is very limited, with a focus on financial data and a limited selection of files on the shared drives.

A cloud-only backup, such as google drive, was not recommended for this project due to the limitations of this method, slower recovery timeline and limitations for backing up complete programs such as the Town's financial programming.

The proposed hybrid solution would add two servers in the Public Works building; one to allow for a complete off-site backup and a second to act as the replication server. The replication server would complete a backup daily, and if the main server in the Administration Building failed, this server would be able to be used within hours. The cloud-based solution would remain in place – Veeam Data Cloud – which is the only Canadian-based cloud solution where all data remains in Canada. A hybrid solution is recommended to ensure the best mix of options for quick and reliable recovery.

Total North provided a summary of potential recovery scenarios based on different risks and discussed the impact on municipal finances, public trust, legal liability and compliance, from being unable to access its data and programs.

Council requested clarification on the age of the current server, the impact on the Water Distribution system (SCADA), existing server specifications, virtual server specifications, validity of the quote that was previously provided, and cloud-based backups. Council requested clarification on the impact of this project and risk-management associated with cybersecurity risks.

Resolution No 26-195

Vainio, Yee

RESOLVED THAT Council revert into the Special Meeting at 6:54 p.m.

Carried

4. ADJOURNMENT

Resolution No 26-196

Yee, Michell-Larocque

RESOLVED THAT the May 19, 2026, Special Meeting be adjourned at 6:55 p.m.

Carried

Approved at the Regular Meeting
Council held on June 02, 2026, by
Resolution # 26-___

Jack Bowers, Mayor

Kimberly Ballance, CAO



Minutes
Town of Faro Regular Council Meeting
May 19, 2026, at 7:00 p.m.
Council Chambers

PRESENT:

Mayor Jack Bowers CAO Kimberly Ballance
Councillors Wendy Michell-Larocque
Michelle Vainio
Neil Yee

Delegation: Kristan Larton, RCMP Ross River/Faro Detachment

Public Present: 4

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 26-197

Michell-Larocque-Vainio

RESOLVED THAT the Agenda for the May 19, 2026, Regular Meeting of Council be adopted as presented.

Carried

Resolution No 26-198

Michell-Larocque, Yee

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

Carried

3. DELEGATIONS & HEARINGS

3.1 Kristan Larton, RCMP Ross River/Faro Detachment

Reserve members will be filling in for the next couple of months, with new members starting in late June/July. Noted that there was no comparison data for April of last year, and that it was a pretty quiet month overall.

Resolution No 26-199

Vainio, Michell-Larocque

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

Carried

4. BUSINESS ARISING FROM DELEGATIONS & HEARINGS

5. ADOPTION OF MINUTES

- 5.1 Minutes of the May 5, 2026, Regular Meeting of Council
Resolution No 26-200 Vainio, Yee
RESOLVED THAT the Minutes of the May 5, 2026, Regular Meeting of
Council be adopted as presented.
Carried

6. BUSINESS ARISING FROM MINUTES

7. FINANCIAL

- 7.1 Finance Report
Resolution No 26-201 Michell-Larocque, Vainio
RESOLVED THAT Council receive for information the Finance Manager's
report, including the Budget vs. Actual Summary, Payment Register Summary
and acknowledge the Cheque Register for the period April 29 – May 12,
2026.
Carried

8. REPORTS

- 8.1 Mayor's Report
- Mayor and Council received a thank you card from Kitty Sperling for use of the Town's meeting room to process income tax returns, and noted that 94 returns were completed this year, which is up from last year.
 - Association of Yukon Communities (AYC) Conference – May 7-10
 - Watson Lake did a great job hosting the event this year.
 - Toured the recycling facility in Watson Lake and it was excellent to see their operations.
 - Heard presentations from Stantec, Casino Mining, Humane Society of Yukon, Tangerine Technology and many others which were very informative.
 - The AYC's Annual General Meeting was held on Sunday with 17 resolutions passed by the delegates including three that were submitted by the Town of Faro. The Town of Faros' were related to Emergency Preparedness, support for the Humane Society, and reliable health care delivery. Other resolutions were approved on topics including insurance for community events, regional public transportation, regulation of low-beam headlight brightness, adoption of an adapted version of the national building code for the Yukon, property assessment methodologies, and many others.
 - Elections for executive members were also held.

8.2 Council Reports

Councillor Yee

- Association of Yukon Communities (AYC) Conference
 - Heard presentations on Arctic Security, Asset Management, Cyber Security, Northwestel, and Atco.
 - The Watson Lake landfill/recycling facility tour was also interesting, and some lessons were learned that could be applied here.
 - The Recreation Centre tour was good and the activities planned by Watson Lake for the delegates were very good and entertaining.

Councillor Michell-Larocque

- Association of Yukon Communities (AYC) Conference
 - This is an excellent networking opportunity to see Council Members from other communities. It is a great way to learn from the achievements and mistakes made by others, and to learn ways that we can improve locally.
- Health Centre operation is down staffed to one nurse and one administrative staff member. Requested the community's patience with staff during this time.
- Baseball will be happening at the ball field on Mondays and Wednesdays starting tomorrow. Everyone is welcome to come and participate and equipment is available for those who don't own their own.

Councillor Vainio

- The new term of the Del Van Gorder School Council has now been elected with 69 people voting in the election.
- Association of Yukon Communities (AYC) Conference
 - This is a really good networking opportunity for Council Members.
 - This year's resolution process was really good and well-debated by the delegates. These will now be actioned by AYC staff and responses will be provided by the government department responsible for each respective matter.
 - It was nice to see Local Advisory Council participation in the event and during the Resolution process.
 - This was a good opportunity for the Town of Faro Council to build its relationships internally and with other municipalities.
 - The Recycling tour was great.
 - The Humane Society's presentation was great, and they are offering a pet food program which can make pet food available

for free to residents. They do not currently have a community representative in Faro but if someone is interested, the Town has the contact information required to set this up.

- Infrastructure Development Branch will be setting up meetings with representatives from all the communities in the next month to discuss community projects and priorities.
- Watson Lake's Golf Simulator is awesome and perhaps should be something that Council considers for Faro to promote physical activity.

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

The CAO responded to questions from Council.

9. BYLAWS

10. UNFINISHED BUSINESS

11. NEW BUSINESS

11.1 Budget Highlights

Council concurred with the information as presented. Administration will create the final draft and distribute it by mail.

11.2 Noise Bylaw – Draft

Council discussed the draft as presented and recommended some changes. A final version will be forthcoming for approval.

11.3 Asset Management Plan / Tangible Capital Assets Policy

Administration provided a high-level summary of the current Asset Management Plan and Tangible Capital Asset Policy. The Town is compliant with its plan and policy, but improvements were recommended to improve the functionality of the data and link it to GIS Mapping. The work has been initiated but is a longer-term project. Updates will be provided to Council on its progress.

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

- 12.1 Letter from Minister Linda Benoit, Highways and Public Works, dated May 1, 2026, re: Request for Support – BST Application in Faro

- 12.2 Email from the District of Tumbler Ridge, dated May 8, 2026, re: Appreciation for Condolences
- 12.3 Letter from the Steering Committee, dated May 15, 2026, re: Update on feasibility assessment for a potential new protected area in the Tū Īidlīni (Ross River) area

13. PUBLIC QUESTION PERIOD

Resolution No 26-202 Yee, Michell-Larocque
 RESOLVED THAT Council do now move into Committee of the Whole for public question period.

Carried

Public Questions

Resolution No 26-203 Vainio, Michell-Larocque
 RESOLVED THAT Council do now revert into Regular Meeting of Council.

Carried

Resolution No 26-204 Vainio, Michell-Larocque
 RESOLVED THAT Council recess at 8:14 p.m. for five minutes and reconvene in-camera.

Carried

14. IN-CAMERA

- 14.1 Land Matter – in accordance with Municipal Act Section 213 (3)(e) re: Sale of Land Policy Draft / Property Sales

Resolution No 26-205 Michell-Larocque, Vainio
 RESOLVED THAT Council revert into the Regular Meeting of Council at 8:46 p.m.

Carried

15. ADJOURNMENT

Resolution No 26-206 Vainio, Michell-Larocque
 RESOLVED THAT the May 19, 2026, Regular Meeting of Council be adjourned at 8:47 p.m.

Carried

Approved at the Regular Meeting
 Council held on June 02, 2026, by
 Resolution # 26-___

 Jack Bowers, Mayor

 Kimberly Ballance, CAO



TOWN OF FARO MEMORANDUM

To: Mayor & Council May 26, 2026
From: Akram Shah, Manager of Finance
Re: Finance Report to Council – Jun 2, 2026, Regular Meeting

Payroll:

05/14/2026	- \$50,455.01	Covering Period 04/27 – 05/07
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Payment Register Summary May 13, 2026 – May 26, 2026

Administration	-22,198.30
Environmental Services	-4,238.42
Professional Fees & Remittance	-28,082.48
Public Works and Gardening	-37,565.21
Recreation and CRIC	-4,649.65
Utilities	-55,991.85

Total **-152,725.91**



TOWN OF FARO MEMORANDUM

To: Mayor & Council June 2, 2026
From: Kimberly Ballance, CAO
Re: CAO's Report to Council – June 2, 2026, Regular Meeting

Housing Accelerator Fund (HAF)

- Residential Conversion Grant Applications have been reviewed, and all seven dwellings (4 applicants) have been deemed eligible. An amendment to the Residential Conversion Grant Policy has been proposed for Council's consideration to permit the approval of all projects. This will require a budget shift from the two remaining parts of the HAF set of projects but will still permit their completion. The two remaining parts include the development of Engineering Service Standards and the creation of a Housing Needs Assessment report.

Yukon Energy

- A community presentation will be held at the Sportsman's Lounge on July 29, 2026 @ 5:30 pm re: Air Emissions Permit No. 60-010-01 Noise Management and Emissions requirements as set out in the permit.
- As requested, Yukon Energy will also be scheduling a Billing Support Session (tentatively set for July 28 or 30) to provide customer support on billing and pricing matters.
- A request for donation of labour/equipment has been submitted to Yukon Energy to assist the Town to string new Christmas Lights in the Circle of Lights. Response is pending.

Land Matters:

- A Transfer Payment Agreement with YG for the Mitchell Road Rest Area is in development and will be forthcoming to Council.
- The Town's application for the Ski Chalet Lease Renewal has been approved. The ski trail portion of the lease is not yet completed because updated mapping of the trails is required. This work will be completed and submitted over the summer.
- The Town's Airport Fuel Tank Lease termination and/or transfer will require the completion of a Limited Phase II Environmental Assessment. Scope and costs are being assessed for this work.
- The comment period for YESAB Project 2026-0029 re: Former Chateau Jomini - Structural Demolition, Lot 158 opened on May 27 and closes on June 10, 2026.
 - Administration is meeting with YG representatives on June 9, 2026, re: Chateau Jomini demolition / use of the Faro Landfill. This meeting was

moved back at the request of YG representatives to facilitate participation by their consultants.

- A request for an extension to the YESAB comment period has been submitted to allow the Town to respond following the next Regular Meeting of Council.

Action Items:

- Develop drafts of the following for Council's consideration:
 - Sale / Acquisition of Land Policy – final version put forward for Council's consideration
 - Noise Bylaw – final version put forward for Council's consideration
 - Municipal Vehicle Use Policy – draft underway
 - Snow Plowing Policy – draft underway; awaiting receipt of input from Public Works Department
 - Codes of Conduct – Employee and Council – drafts underway
 - Communications Policy – draft underway; training opportunities for Council are under review.
 - Fit for Work Policy – new (and repeal current Alcohol and Drug Use Policy)
 - CAO Bylaw – new; it appears that the most recent version of this bylaw was mistakenly repealed in 2018.
 - 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
From: Danny Granberg, Manager of Operations
Re: Operations Report to Council – June 2, 2026, Regular Meeting

May 29, 2026

Current Priorities

- Roads: are in normal driving condition, monitoring ongoing.
- Street sweeper repairs completed. Debris removal ongoing.
- John Deere dozer: parts ordered, work to be completed at Blind Creek Farm
- Fire Rescue Truck: sanding and prep work for paint
- Staff House at 363 Dawson Drive: electrician will be troubleshooting electrical issues. Plumbing and Bathroom upgrades completed.
- Upgrades to public works shop's chain link fence ongoing.
- Lagoon water levels have receded, continue to monitor.
- High water levels have caused some bank erosion around the Pelly River bridge, Public Works are monitoring.
- Rec. centre pool start up
- Town irrigation maintenance and repairs

Gardening Department

- Head Gardener job posting has closed, no applicants for position.
- Currently transplanting plants into larger containers. Servicing of gardening equipment has begun for the upcoming season. Other duties include raised beds preparation, debris clean up, grass watering
- Mowing has started around town.

Planning Work

- Mosquito Control Program: we have started ground treatment and are monitoring. Aerial treatments have been completed.
- Garbage and debris clean-up.
- North West Tel sewer dig disconnect.
- Grad. garbage clean up.
- Lagoon cell slope maintenance and inspection.
- Wolf trail inspection and trail development.

Training

- Standard First Aid completed



TOWN OF FARO MEMORANDUM

To: Mayor & Council May 25, 2026
From: Morgan Manuel, Manager of Recreation and Culture
Re: June 2, 2026 - Report to Council

Current Priorities

- Pool opening tentatively set for the June 10th
 - Ordering new pool equipment and uniforms for staff
- Participaction Summer Kick Off BBQ
 - Monday, June 1st at the ball fields – 5:30 pm
 - BBQ and ball game to kick off the 2026 Participaction Community Challenge (Faro is the reigning Most Active Community in the Yukon)
- Prep work on the ball fields
 - Working with PW on getting new base anchors installed on both fields
 - Developing a plan for the grass outfield (post-tournament)
- Community Clean Up Day
 - June 6th
 - Garbage pick-up, Yard Sale, BBQ
- Summer Programs
 - Jr Golf
 - Partnering with the Golf Club
 - Thursday nights from 5-7 – Late June/Early July start
 - Youth Softball/Girls at bat
 - 3 Girls at bat sessions in June
 - Youth Softball will start in July and run for 6-8 weeks
 - Teslin Sports Camp (July 25-30)
 - Meeting with rec contacts in Ross River on June 2nd to discuss bringing kids from both communities
- Effy Croft Memorial Softball Tournament (June 26-28)
 - Assisting with facility requirements and coordination
 - Gravel field has been dragged and lined – more work to be done
- Funding Reports

- 2025 NHFS – In progress
- Summer Hiring
 - Lifeguard
 - Job posting will remain open in hopes we get a 3rd lifeguard
 - Facility Attendant (CRIC) – Setting up interviews
 - Recreation Programmer – Posting

Planning Work

- Summer work at the Arena
 - Board repairs
 - Leveling sand pad
 - Zamboni Maintenance
- Board Game Café – Youth Group
- Birthday Party Packages at the Rec Centre
 - Nerf
 - Laser Tag
 - Bouncy Castle
 - Skating (Seasonal)

Program / Event Evaluation

- Softball
 - The first softball night was very well attended with 15+ players and 20+ at the field overall
 - Very positive response to field improved field conditions
 - Thanks to Steph and Wendy for all their effort organizing this!
- Community Sports Night
 - Program will run as “Open Gym Night” during the summer

Training

- WHMIS training is being scheduled for all Rec Staff
- Spring Aquatics Workshop
 - May 26-29 in Whitehorse
 - Morgan and Kellen will be attending



Minutes
Health and Safety Committee Meeting
April 14, 2026 @ 10:30 a.m.
Municipal Office Boardroom

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

1. Call to Order

Co-chair Kimberly Ballance called the meeting to order at 10:34 a.m.

2. Adoption of Agenda

The Committee concurred with the Agenda as presented.

3. Adoption of Minutes

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

4. Business Arising from Minutes

The 2-post hoist Manual is to be provided by Public Works to the CAO for review.

5. Reports

5.1. Injury & Property Incidents

There were no incidents reported

5.2. Inspection Checklists

5.2.1. Arena (March)

The Arena Inspection was completed on March 20, 2026. There were several items, that were not satisfactory and will need to be addressed to bring the facility into compliance.

5.2.2. Draft Schedule for the year

The Committee concurred with the Inspection Schedule.

- Morgan, plus an employee, will do the following May inspections: Recreation Centre Pool, Effy Croft Ball Field, Fingers Site, Sheep Viewing Cabin, and Arboretum.
- Kimberly and Adam will inspect the Water Treatment Facilities to create / update the Inspection Checklist.

6. Unfinished Business

6.1. Workplace Violence, Harassment and Discrimination Policy Training – Proposed Dates

Training will be completed shortly, and the Union Rep proposed to provide grievance training as well.

6.2. WHMIS

Morgan will have staff complete the training. Once completed, he will send all certificates to Trudy to file.

7. New Business

7.1. All Staff Training/H&S Workshop

Planning to have an Employee Safety Day early in April of 2027. Kimberly and Trudy will start planning and will bring back a proposed schedule to the Committee.

8. Action Items

8.1. The Action Item Listing was reviewed.

- Weight Room Door: Advance Security came on March 28, 2026, to fix the door, but had the wrong hardware. They will come back to fix it when the correct hardware arrives.
- Adam Minder will inquire about the Elevator Extraction Training. Morgan will look for the manual for the procedure for extractions.
- The Arena Inspection was completed on March 30, 2026. The AED Defibrillator will be moved back to the CRIC. The AED will need to be inspected. Confirmation on how often an inspection is needed.

From now on, Action Item List will no longer be used. Items will be placed under Unfinished Business

9. Next Meeting


9.1. May 19, 2026 @ Recreation Centre.


9.2. June 16, 2026 @ Public Works

10. Adjournment

The meeting was adjourned at 11:36 a.m.

Approved by the Committee on May 19, 2026.


Denise Schneider, Co-Chair


Kimberly Ballance, Co-Chair



**TOWN OF FARO
BYLAW #2026-04**

**A Bylaw to Establish and Enforce Rules for
Noise within the Town of Faro**

WHEREAS Section 265 (m) of the Municipal Act, Chapter 154, RSV 2008, states that a Council may pass by-laws for municipal purposes respecting nuisances, unsightly property, noise, and pollution.

WHEREAS the Council for the Town of Faro deems it desirable to preserve the public peace through the limitation of the hours when residents are required to be quiet, in accordance with the Noise Prevention Act of the Yukon Territory;

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

1. TITLE

1.1. This bylaw may be cited as the "**Noise Bylaw**".

2. DEFINITIONS

2.1. In this bylaw:

"Audio Equipment" shall mean any sound producing, sound reproducing, or sound transmitting equipment, instrument or apparatus used either by itself or in combination with any other equipment, instrument or apparatus and includes a public address system.

"Motorized Vehicle or Equipment" shall mean a vehicle, that is propelled by an engine including those designed to be operated on a roadway as set out in the Motor Vehicles Act, and also includes a motor cycle, off-road vehicle, snowmobile, heavy-equipment, refrigeration equipment, and generators;

"Noise" shall mean unwanted sound that disturbs the peaceful enjoyment of persons outside of the premises in which it is made and who are in the vicinity.

"Premises" includes the land appertaining to a building or other structure and land that does not have any building or other structure located on it.

3. GENERAL PROVISIONS

- 3.1. This Bylaw applies to all properties located within the Town of Faro.
- 3.2. Between the hours of 11:00 p.m. and 7:00 a.m. no person shall create Noise by:
 - 3.2.1. the use of audio equipment,
 - 3.2.2. verbally by shouting or singing; or,
 - 3.2.3. using or repairing a Motorized Vehicle or Equipment.
- 3.3. The Town of Faro and other community special events including but not limited to, Canada Day, Crane and Sheep Festival, Fireweed Festival, dances, weddings, golf tournaments, baseball tournaments, and any similar events shall be excluded from the provisions of this bylaw.
 - 3.3.1. In the event of a complaint about whether an event falls within the purview of this section, a determination shall be made by Council, by Resolution.
- 3.4. The provisions of this by-law shall not apply to peace officers acting in the course of their duties.
- 3.5. **The provisions of this by-law shall not apply to noise that is otherwise regulated by a higher order of government.**

4. PENALTIES / FINES

- 4.1. Penalties under Section 3 of this bylaw shall be
 - 4.1.1. for a first offence a written warning;
 - 4.1.2. for a second offence a fine of \$100.00;
 - 4.1.3. for a third offence a fine of \$200.00; and,
 - 4.1.4. for any and all subsequent offences a fine of \$500.00.

5. COMING INTO FORCE

- 5.1. This Bylaw shall come into force and have effect from and after the date of third reading thereof.
- 5.2. That Bylaw No. 2014-07 is hereby repealed.

READ A FIRST TIME June 2, 2026

READ A SECOND TIME June 2, 2026

READ A THIRD TIME AND ENACTED

Jack Bowers, Mayor

Kimberly Ballance, CAO



SALE OF LAND POLICY

(2026-08-P)

Approved by Resolution No: 26-XXX

June 2, 2026

Next Review - 2030

A. PURPOSE

- To outline the procedures for the sale of land by the Town of Faro
- To create consistent processes for the sale of land to ensure accountability and transparency.

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

Notice – shall mean a written, printed, published, electronic or posted notification designed to provide reasonable notice to those affected or interested in a land sale.

Opinion of Value – shall mean a written opinion as to the amount that land might be expected to realize if sold in the open market by a willing seller to a willing buyer, provided by:

- A realtor or appraiser, whether certified or not, who is acceptable to Council; or
- An employee of the Town of Faro whose knowledge of the property and current market values within the Town is acceptable to Council.

Public Register – shall mean a listing describing the land owned by the Town which is available for sale, which has been deemed surplus to the needs of the Town. The listing will be available to the public at the Municipal Office.

C. AUTHORITY & DETERMINATION OF SURPLUS LANDS

1. Council is responsible for determining land(s) that are surplus to the needs of the Town of Faro. Such determination will be provided by Council Resolution.
2. The CAO is responsible for administering property sales in accordance with this Policy and/or as directed by Council Resolution.

3. The CAO is authorized to make minor adjustments to terms, including closing dates, if an administrative matter, such as completion of mortgage financing, is required to finalize the sale.

D. NOTICE

1. Prior to selling surplus land, the Town of Faro shall publish a Notice which includes the following:
 - a. A legal description, civic address, and/or key map which in the opinion of the CAO is sufficient to identify the land to be sold;
 - b. General property information;
 - c. Method for sale (e.g. first come - first served, call for proposals);
 - d. Minimum bid (if applicable);
 - e. Where additional information pertaining to the land sale will be available for public viewing; and,
 - f. Name and contact information for the employee handling the land sale.
2. Notice shall be posted in the Municipal Office, at least 1 other public location in the municipality, and on the Municipal website for a minimum of 7 days prior to accepting offers. Other locations may be used at the discretion of the CAO.
3. Notice will remain on the municipal website and in the Public Register following the initial 7-day posting period, until the property is sold or is no longer deemed to be surplus.

E. PUBLIC REGISTER

1. The Public Register shall be available for inspection during regular office hours.

F. PROCEDURE FOR SALE

1. Offers to purchase land may be processed on a first come - first served basis provided that Council has set a minimum bid price to be accepted by employees (over the counter sale).
 - a. If multiple offers are received on the same day they will be put forward to Council for a determination on the offer that best serves the interest of the Town of Faro.
2. Where Council believes it to be in the best interests of the Town, Council may direct that the land be sold by one of the following methods:
 - a. First come – first served (over the counter sale)

- b. Public Tender
 - c. Public Auction
 - d. Call for Proposals
3. The CAO, upon a Purchaser's submission of a written offer to purchase, the required deposit, and any other documentation required to proceed with the sale shall bring forward to Council a motion to authorize the sale.
 - a. In the case of multiple offers being received on the same day, the CAO shall bring forward a recommendation to Council on how to proceed with the sale.
4. The Town shall process the transfer of title, unless the Purchaser is utilizing their own lawyer to complete the registration of the sale.

G. SELLING PRICE

1. The Purchaser shall be responsible for all costs incurred or required to dispose of the land including legal, survey, appraisal, encumbrances, advertising, improvements, administrative fees and any other fees which apply directly to the conveyance.
2. Council shall retain the power to sell land for nominal consideration if it is deemed to be in the best interest of the Town of Faro.

H. CONFLICT WITH LEGISLATION

1. In the event that the provisions of this Policy are inconsistent with the provisions of the Municipal Act, or any other legislation/regulations, the provisions of the Act or Regulation shall prevail.



RESIDENTIAL CONVERSION GRANT POLICY

2026-03-P

Approved by Resolution No: 26-35 on February 3, 2026

Amended by Resolution No: 26-?? on June 2, 2026

Next Review - 2030

1.0 PURPOSE

The Town of Faro recognizes the need to convert properties that are currently underutilized or vacant or non-residential to residential through the creation of dwellings units. As noted in 2024 Official Community Plan redevelopment of abandoned homes in Faro could assist meeting the needs of projected future population growth in the Town. This policy supports the Town's objective to increasing housing supply, revitalizing the remaining Faro Real Estate properties and supporting mixed-use development, like that of housing units on industrial and commercial properties.

2.0 POLICY STATEMENT

The Residential Conversion Grant aims to increase the availability of dwelling units by developing underutilized or vacant or non-residential properties for residential use, bringing non-conforming properties into compliance with zoning regulations cleaning up and rehabilitating underutilized and vacant properties and supporting affordable and diverse housing solutions through efficient use of existing buildings and infrastructure. The goal of this policy is to provide opportunities for underutilized or vacant or non-residential properties to be redeveloped by residents to increase housing stock and encourage investment within the Town.

3.0 DEFINITIONS

Residential Conversion Grant: Financial assistance provided by the Town of Faro to support property owners to create dwelling units on underutilized or vacant or non-residential properties.

Dwelling Unit: as defined by the Town of Faro Zoning Bylaw, and is or will be fully serviced with water, sewer and electricity by the completion of the project work.

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

Non-confirming: failing to conform or comply with the relevant planning or zoning documents.

Non-residential: properties used or zoned as other than Residential.

Town: means the Town of Faro.

Underutilized: means a property which contains land, building and/or structures that are not being used to their full potential. Potential in this case means converting or rehabilitating to residential use through the creation of a dwelling unit(s).

Vacant: means a property, building or structure where it is clear that no one is using the property as intended, maintenance may still be occurring and there may be no clear signs of neglect. This also includes derelict properties, buildings and structures.

4.0 DEVELOPMENT GRANTS

- 4.0.1 Eligible projects are those that create dwelling unit(s) on underutilized or vacant or non-residential properties.
- 4.0.2 Eligible property owners may receive a grant of up to \$30,000 per dwelling unit, up to a maximum of \$60,000.
- 4.0.3 The Development Officer is permitted to limit grant applications by property owners (and/or members of their immediate families) to facilitate the widest distribution of grants.

5.0 ELIGIBILITY CRITERIA

- 5.0.1 The property must be located within the municipal boundary of the Town of Faro.
- 5.0.2 Applicants must own the property on which the housing development is to be constructed.
- 5.0.3 The property must be vacant or underutilized.
- 5.0.4 The property and proposed development(s) must comply with the Town's Official Community Plan, Zoning Bylaw and the National Building Code.
- 5.0.5 Property taxes and all fees (water/sewer/garbage) for the property must be paid and the property must be in good standing.

6.0 GUIDELINES AND PROCEDURES

- 6.0.1 **Application Process:** To receive a Conversion Grant as laid out in this policy, property owners must fill out the application form, provide an approved development permit for the intended use of the funding, provide estimated costs for the project and attach all necessary documentation.
- 6.0.2 **Review and Lottery:** Applications will be reviewed and approved for entry into the Conversion Grant lottery which will be completed by a third party. If there are more applications than funding available, a lottery draw will take place. If there is more funding available than applications received, all applications will be approved. The Town will attempt to notify all applicants of the outcome of their application within 2 business days of the lottery closing. **The Town of Faro reserves the right to disburse funding to eligible applicants without a lottery process.** Successful applicants will have 10 business days to notify the Town of their intention to accept the grant. If the funds are turned down or that time has elapsed without communication from the applicant, the Town will then offer the grant to subsequent applicant(s) on the waitlist, **or readvertise the availability of the grant.**
- 6.0.3 **Disbursement of Funds:** Conversion Grant funds will be disbursed in two installments: 75% of the grant once half of the construction has been completed, and the remaining 25% once construction has been completed all required final inspection reports confirm compliance with governing codes and legislation. All Conversion Grant cheques will be made payable to the applicant.

7.0 IMPLEMENTATION OF POLICY

- 7.0.1 Residential Conversion Grant applications must be accompanied by an approved development permit for the proposed development, along with other supporting information as requested in the application.
- 7.0.2 Applications for the Residential Conversion Grant will be accepted for projects that were started after the Housing Accelerator Fund application date of January 01, 2025. The project start date will be determined by the issuance of the development permit to undertake the project.
- 7.0.3 Any developments for which funding is provided must be completed by December 1st, 2027 which is the end date of the CMHC Housing Accelerator Fund. Developments only partially completed prior to the deadline may be eligible for prorated funding.
- 7.0.4 Developments must comply with the Towns' Official Community Plan, Zoning Bylaw, policies and other bylaws.

- 7.0.5 To receive the first disbursement of funds, the applicant must provide a cost breakdown, pictures, and list of work completed to show that half of the work has been completed.
- 7.0.6 To receive the last disbursement of funds, the application must provide a final cost breakdown, pictures and a list of the work completed. Final inspections reports will be required, along with the final occupancy approval.
- 7.0.7 For further clarity, the information provided by applicants in Sections 7.05 and 7.0.6 will be used by the Town to determine if the development has reached the half complete or fully complete milestones. Applicants are encouraged to meet with the Town to understand what these development milestones will be for their specific project
- 7.0.8 If a development or building permit is revoked, cancelled, voided or amended to be outside of the eligibility criteria, the Conversion Grant will be considered invalid. A new application may be resubmitted in such cases.
- 7.0.9 The Conversion Grant will cover up to 100% of actual, eligible costs, to the maximum amount of the grant provided for the specific project.
- 7.0.10 The Residential Conversion Grant cannot be used for the renovation of an existing unit, nor for landscaping or other improvements not directly related to the creation of a new unit(s).
- 7.0.11 Labour costs for work completed by the homeowner are not eligible for reimbursement.
- 7.0.12 Receiving a Residential Conversion Grant under this policy does not preclude an applicant from applying for and receiving other grants, subsidies or loans provided by the Town or other organizations.

8.0 LOTTERY PROCESS

- 8.0.1 Once an application is deemed complete and is accepted by the Town of Faro, as described in section 10.0.4, the Applicant will be entered into a lottery to receive project funding.
- 8.0.2 The funding allocated for this project is ~~\$180,000~~ **\$210,000**. If the amount requested through approved applications does not exceed ~~\$180,000~~ **\$210,000** by the time of the lottery, the Town of Faro reserves the right to disburse funding to approved applicants without a lottery process.

9.0 PROGRAM MONITOR AND REVIEW

9.0.1 This policy will be monitored and evaluated regularly by the Town administration. Adjustments to the Grant amounts, eligibility criteria and program goals may be made based on feedback from stakeholders, funding availability and community needs.

10.0 GENERAL INFORMATION

10.0.1 Applications can be obtained by the Town of Faro by email at housing@faroyukon.ca, in person at the Town Office located at 200 Campbell Street, Faro, or on the Town website at www.faro.ca/p/housing-accelerator-fund/.

10.0.2 Completed application forms are to be returned to the Town of Faro in person, by email to housing@faroyukon.ca or by regular mail.

10.0.3 Questions about the application can be directed to Graham White, Project Manager, graham@elevatoryukon.com.

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

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

10.0.5 Upon approval, the applicant will be notified and forwarded a copy of the application and approval conditions. A funding development agreement must be completed by the successful applicant and the Town of Faro prior to final approval of the grant.

11.0 TERM OF AGREEMENT

11.0.1 The term of a Conversion Grant agreement cannot exceed December 1st, 2027.

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

LICENCE AGREEMENT

BETWEEN:

THE TOWN OF FARO, a municipality incorporated under the Municipal Act (Yukon)
(hereafter referred to as the "LICENSOR")

AND

HIS MAJESTY THE KING IN RIGHT OF CANADA, as Represented by the Minister of National
Defence (hereafter referred to as the "LICENSEE")

WHEREAS the LICENSOR owns and maintains the lands commonly known as "Municipal of Faro Work
Yard", located at 95 McQueston Road, Faro, Yukon Territory, Y0B 1K0

AND WHEREAS the LICENSEE has a requirement for the use of land for the storage of one (1) sea-
container (sea-can) storage unit.

AND WHEREAS the LICENSOR agrees to allow the use of a portion of the property for the sole purpose
of storing one (1) sea-can storage unit.

NOW THEREFORE THIS AGREEMENT WITNESSES that in consideration of and subject to the items,
conditions, covenants, and provisos hereafter contained. The LICENSOR and the LICENSEE agree as
follows:

1. The LICENSOR grants to the LICENSEE, a licence to the area as shown on the drawing attached
hereto as Schedule "A" (the "Site Plan"):
 - a. a designated area measuring approximately 266m² (2,863ft²) for the purpose of situating
one (1) eight- by twenty-foot (8' x 40') sea-can storage unit. Contents of the sea-can will
include targeting equipment and northern excursions gear (the "Land").
2. The LICENSOR further agrees to provide the LICENSEE with access to the area for the purposes
of accessing the sea-can storage unit.
3. The LICENSOR further agrees to maintain the operations area as indicated at Schedule "A" on
behalf of the LICENSEE to a standard which allows for safe access to the sea-can storage unit.
4. The LICENSEE agrees, at the sole cost and expense of the LICENSEE, to maintain aforementioned
sea-can storage unit of article 1a) of this Agreement, at a standard acceptable to the LICENSOR.

RENTAL PAYMENT

5. The LICENSOR hereby agrees to waive any rental costs for the duration of this Agreement.
6. The LICENSEE shall not be required to make any payments for rent during the term of the Agreement, and the LICENSOR acknowledges and agrees that no rental fees, charges, and payments will be due from the LICENSEE.
7. This waiver of rental costs shall be in effect for the entire term of the lease, unless otherwise mutually agreed in writing by both Parties.

TERM & COMMENCEMENT

8. The term of this Agreement shall be for a period of five (5) years beginning on the date of the latter signature of this Agreement.

RENEWAL

9. The LICENSEE shall, at the discretion of the LICENSOR, have the right to request a renewal of this Agreement for a further five (5) year period. The LICENSEE shall notify in writing the LICENSOR at least three (3) months prior to the termination of this Agreement of the intention to renew.

TERMINATION

10. Either party hereto may at any time terminate this Agreement upon giving to the other party at least ninety (90) days prior written notice of intention to terminate.

SURRENDER OF THE LANDS

11. At the expiration or sooner termination of this License, the LICENSEE shall peaceably surrender and yield up possession of the Lands to the LICENSOR in as good condition and repair as the LICENSEE is required to maintain the Lands during the Term provided that, prior to the date of such expiration or termination the LICENSEE shall remove or cause to be removed from the Lands all chattels, supplies, buildings, equipment, material and or any belonging to the LICENSEE or any occupant.

REMOVAL OF TENANT'S CHATTELS BY THE LICENSOR

12. If at the expiration or sooner termination of this Agreement the LICENSEE fails to remove from the Lands all chattels, supplies, buildings, equipment, material or any belonging, the LICENSOR may, at its own option, remove such items from the Lands at the risk of and at the sole cost and expense of the LICENSEE, and the LICENSEE shall reimburse the LICENSOR forthwith upon receipt of an invoice.

CHARGES, REPAIRS AND CONSTRUCTION

13. Except as provided below, the LICENSOR shall be responsible for all ordinary and extraordinary charges to the Lands.
14. The LICENSEE shall be responsible for damages to the Lands save and except damages caused by or attributable to fair or ordinary wear and tear, damages attributable to the LICENSOR or a third party, storm, tempest or other cause, beyond the control of the LICENSEE.

15. The LICENSEE shall not add any more structures without specific written approval of the LICENSOR and then, only at the LICENSEE's expense.

LICENSEE'S PROPERTY

16. The LICENSEE agrees to assume full responsibility for the care of its property, that being the sea-can and all equipment stored within it, at all times and to assume all risk of loss, damage or injury to itself, its servants, agents, employees, invitees or licensees.

RULES AND REGULATIONS

17. The LICENSEE shall comply with all applicable laws and with all written rules and policies of the LICENSOR, as provided to the LICENSEE in writing during the Term of the Agreement, that relate to the Lands and do not conflict with the express rights granted under this Agreement.

ENVIRONMENTAL MATTERS

18. Notwithstanding any other covenants, agreements or obligations of the LICENSEE contained in this Agreement, the LICENSEE shall at all times observe and comply with applicable environmental laws during the Term.

ENVIRONMENTAL EVENTS

19. The LICENSEE shall promptly notify the LICENSOR in writing of any of the following events (an "Environmental Event") of which the LICENSEE may become aware:
 - a. any release caused by the LICENSEE of hazardous substances on the Lands or any adjacent property contrary to any environmental law; and
 - b. any charge, order, investigation or notice of violation or non-compliance under any environmental law issued against the LICENSEE relating to the Lands
20. If the LICENSEE shall cause during the Term the happening of any Environmental Event, the LICENSEE shall, at his own expense:
 - a. as soon as practicable, perform or cause to be performed any work to rectify the contravention or non-compliance, which will result in conformity and compliance with all applicable environmental laws; and
 - b. as soon as practicable, cease or cause the cessation of any activity which constitutes an Environmental Event and which causes or permits any substance to be released onto the Lands or any adjacent land, water or results in any substance being released into the environment.

REMOVAL OF HAZARDOUS SUBSTANCE

21. The LICENSEE on the expiry or earlier termination of this Agreement, if required by any governmental authority pursuant to environmental laws, promptly, at his own cost and in accordance with environmental laws, remediate or cause to be remediated by removal to a level acceptable under environmental laws any contamination of the Lands resulting from hazardous substances brought onto or released from the Lands by the LICENSEE during the Term of this Licence.

LICENSOR'S ENVIRONMENTAL COVENANT

22. Notwithstanding anything herein contained to the contrary, the LICENSOR covenants, represents and warrants to the LICENSEE that any hazardous substances on the Lands or any adjacent property not directly caused or contributed to by the LICENSEE or those for whom the LICENSEE is at law responsible shall be the sole and exclusive responsibility of the LICENSOR and the LICENSOR shall fully indemnify and save harmless the LICENSEE from all loss and liability associated therewith, including, without limitation, the LICENSEE'S cost on a solicitor and own client with respect thereto.

INSURANCE

23. The LICENSOR acknowledges that the LICENSEE is self-insured with respect to public liability, property damage and third-party liability.

LIABILITY AND CLAIMS

24. Subject to the *Crown Liability and Proceedings Act*, R.S.C. 1985, c. C-50, the LICENSOR will indemnify and save harmless His Majesty the King in right of Canada, the LICENSEE, and the LICENSEE's officers, employees, servants, agents and contractors (together, the "Licensee Indemnified Parties") from and against any and all claims, demands, actions, suits or other proceedings, and any resulting losses, damages (including damage to or loss of real or personal property of any of the Licensee Indemnified Parties), liabilities, fines, penalties, costs and expenses (including reasonable legal fees and disbursements) (collectively, "Losses") that any of the Licensee Indemnified Parties may suffer, incur or be liable for, to the extent that such Losses arise out of, result from or are in any way related to:
- a) any act or omission of the LICENSOR, or of its officers, employees, agents or contractors, in connection with this Agreement or with any activities carried out under or purported to be carried out under this Agreement; or
 - b) any breach by the LICENSOR of its obligations, representations or warranties under this Agreement.

This indemnity does not apply to the extent that the Losses arise out of, result from or are based on the negligence, bad faith or wilful misconduct of any of the Licensee Indemnified Parties.

25. The LICENSEE will indemnify and save harmless the LICENSOR and its officers, employees, servants, agents and contractors (together, the "Licensor Indemnified Parties") from and against any and all claims, demands, actions, suits or other proceedings, and any resulting losses, damages (including damage to or loss of real or personal property of any of the Licensor Indemnified Parties), liabilities, fines, penalties, costs and expenses (including reasonable legal fees and disbursements) that any of the Licensor Indemnified Parties may suffer, incur or be liable for, to the extent that such losses arise out of, result from or are in any way related to:
- a) any act or omission of the LICENSEE, or of its officers, employees, agents or contractors, in connection with this Agreement or with any activities carried out under or purported to be carried out under this Agreement; or

- b) any breach by the LICENSEE of its obligations, representations or warranties under this Agreement.

This indemnity does not apply to the extent that the losses arise out of, result from or are based on the negligence, bad faith or wilful misconduct of any of the Licensor Indemnified Parties.

NOTICES TO THE PARTIES TO THIS AGREEMENT

26. Any notice, consent, approval, waiver, advice, demand or communication to be given, made or provided hereunder, shall be in writing, signed by a third party and deemed to have been duly given by its delivered, personally or by its being sent by mail, postage prepaid to the other party at the following address:

- a. For the LICENSOR:

Municipal of Faro Work Yard
95 McQueston Road
Faro, YT, Y0B 1K0

Village notice receiver:

- Mayor Jack Bower – Tel: 867 994-2728 (EXT. 6), Email: mayorbowers@faroyukon.ca
- CAO - Kimberly Ballance - Tel: 867 994 2728 (EXT. 4), cao@faroyukon.ca
- Manager of Operations - Mark Vanio - Tel: 867 994 2728 (EXT. 7), operations@faroyukon.ca
- Public Works Foreman - Adam Minder – Tel: 867 994 2758, Email: foreperson@faroyukon.ca

- b. For the LICENSEE:

Department of National Defence
Canadian Forces Real Property Operations Group - North
Anne Watters, Real Property Officer
60 Moodie Dr., Bldg. CC-3, Ottawa, ON K2H 8G1
Mobile: 343-551-6407 | E-mail: rpopnsadvisor-uoinconseillere@forces.gc.ca

CONFLICT OF INTEREST

27. It is a term of this Agreement that no individual for whom the post-employment provisions of the Conflict of Interest and Post-Employment Code for Public Office Holders or the Values and Ethics Code for the Public Service apply shall derive a direct benefit from this License unless that individual is in compliance with the applicable post-employment provisions.

COUNTERPARTS





28. This License may be signed by two (2) or more counterparts, any one of which need not contain the signature of more than one party, but all such counterparts taken together will constitute one and the same agreement.

ELECTRONIC SIGNATURES

29. The Parties agree that this Agreement may be executed and delivered by electronic means, including by facsimile, scanned PDF, or other electronic transmission, and by the use of electronic signatures. Any such electronically transmitted or electronically signed copy shall be deemed to be an original and shall have the same legal effect as an original signed copy. The Parties further agree that each electronically signed counterpart of this Agreement, when taken together, constitutes one and the same instrument.





IN WITNESS WHEREOF, the LICENSOR has duly executed this Agreement at the TOWN OF FARO, THIS _____ DAY OF _____ 2026

ON BEHALF OF THE TOWN OF FARO

Per:	_____ 	_____ 
	Name of LICENSOR:	Name of Witness:
	_____ 	_____ 
	Signature of LICENSOR:	Signature of witness:

IN WITNESS WHEREOF, the LICENSEE has executed this Agreement at OTTAWA, ONTARIO, THIS 07 DAY OF April 2026

HIS MAJESTY THE KING IN RIGHT OF CANADA As represented by the Minister of National Defence On behalf of the said Minister

Per:	Major Avery Burke, DCO 1 CRPG 	_____ 
	Name of LICENSEE:	Name of Witness:
	BURKE, AVERY 	_____ 
	498 Digitally signed by BURKE, AVERY 498 Date: 2026.05.07 07:46:05 -06'00'	Signature of witness:
	Signature of LICENSEE:	

SCHEDULE "A"

Site Plan





Department of Environment
PO Box 2703, Whitehorse, Yukon Y1A 2C6

May 14, 2026

Kimberly Balance, Chief Administrative Officer
Town of Faro
via email: cao-faro@faroyukon.ca

Dear Kimberly Balance:

RE: Launch of Yukon Conservation Fund

I am writing to you on behalf of the Department of Environment to share information about the Yukon Conservation Fund Advisory Committee, which may be of interest to you.

The Government of Yukon is moving forward with making the Yukon Conservation Fund operational and will begin funding wildlife and habitat conservation projects on a yearly basis (<https://yukon.ca/en/news>).

To support this work, an advisory committee is being established. The advisory committee is meant to bring together individuals with a range of experience to review project proposals and provide advice and recommendations to the Minister of Environment on funding priorities and conservation initiatives. It will ensure the fund is used to support initiatives that provide real benefit to local communities, governments and organizations across the Yukon.

Yukoners are invited to apply to serve on the advisory committee. Information about the advisory committee and how to apply is available through the Government of Yukon's website at yukon.ca/en/your-government/boards-and-committees/find-and-apply-board-or-committee.

Kimberly Balance
Page 2
May 14, 2026

We are sharing this information with you in the hope that you will share this with those who would appreciate being aware of this opportunity. This notice is being distributed broadly, and anyone with an interest is welcome to review the information and decide whether to apply.

Sincerely,

A handwritten signature in blue ink, appearing to read "Marc Cattet". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Marc Cattet
Assistant Deputy Minister, Environmental Sustainability