



## Free Store and Landfill Community Concerns Advisory Group Terms of Reference

### Authorities:

Date	Motion Number	Summary
February 11, 2025	Motion #65-25	Council directed administration to proceed with establishing a Free Store and Landfill Community Concerns Implementation Advisory Group. Public Works Manager Jerry Tracey will be appointed as an ex-officio member and CAO Dave Fairbank and Councillor Deb Busche will be members of the working group.

### Issue:

The Free Store is a valued community service; however, village staff have limited capacity to manage the store. There have been ongoing problems with dumping of non-reusable materials, a general state of uncleanliness, and more recently health and safety issues. The Village is convening an Advisory Group to provide Council with advice on how to resolve issues in a cost-effective manner.

### Membership:

Members will be appointed by resolution by Council and will sit as members at the pleasure of Council. A representative from Council may join the committee and Council may appoint one or more members of staff to the committee.

### Membership criteria:

Residing in Haines Junction, or surrounding region, for not less than two (2) years.

### Conflict of interest:

Conflicts of Interest shall be governed as per the Yukon Municipal Act.

### Mandate:

- To advise Council on a plan for the reopening of the free store and optimal/sustainable free store operations.
- To provide recommendations for immediate work on the five most pressing identified community concerns in a (two-page max) workplan with milestones and deliverables for each of these topics. Council may accept any number of these work plans and will direct the working group to proceed with the approved work plans under an amended Terms of Reference.

**Term:**

The members of the Board will sit on the Board for a period of up to three (3) months from the date of their appointment. All reports to Council must be submitted by the end of this term. Five two-hour meetings are estimated to be required to complete this project.

**Administrative support:**

Administrative support, including preparation of the final reports to Council, will be provided by Village of Haines Junction staff.

**Honorarium:**

Members who are sitting on the committee in a personal capacity (e.g. not as representatives from a government agency) will receive an honorarium of \$100/meeting.