



VILLAGE OF HAINES JUNCTION

Monday/Tuesday Landfill Access for High Volume Users

Policy #45-25

1. Purpose

The purpose of this policy is to provide (approved) high volume users, who demonstrate a clear need to dispose of garbage when the landfill is closed on Mondays and Tuesdays, with terms and conditions for after-hours access.

2. Policy Statement

The Policy will describe the process for approving and granting access to high volume users to the landfill on Mondays and Tuesdays when the landfill is closed as well as the terms and conditions of access.

3. Definitions

- 3.1 High volume users – Refers to volumes that are typically generated by commercial and institutional users (e.g. land clearing activities, Yukon government and Parks Canada campgrounds).
- 3.2 Hours of operation – The regular hours of operation for the Haines Junction landfill are Wednesday to Sunday, 9:00am to 6:00pm.
- 3.3 Monday/Tuesday access – High volume users granted access to the Landfill on Mondays and Tuesdays will only be permitted access during the hours of 9:00 am to 6:00 pm.

4. Implementation

4.1 Application

All users requesting after hours access must complete the Monday/Tuesday Access Policy Application Form (Appendix A).

4.2 Assessment of applications

Applications will be assessed per the following criteria:

- The applicant is within the Haines Junction / Dakwākāda regional boundary (as defined in the Interim Regionalization Agreement).
- The regular operating hours of the landfill are creating hardship for the applicant.
- A high volume of waste needs to be disposed of on Mondays and Tuesdays.
- The waste to be dropped off will not include hazardous materials or banned materials.

4.3 Acceptance of terms and conditions

Appendix B outlines the terms and conditions of after-hours access and must be signed by the applicant and the CAO, and the applicable bond must be paid, before access will be granted.

Access will be revoked, and the bond forfeited, if any of these terms and conditions are not met.

5. General information

Questions about the policy should be directed to the Chief Administrative Officer at cao@hainesjunction.ca

6. Application

6.1 Relationship to other policies

This policy relates to the operating hours at the landfill (Motion 290-23). Should operating hours at the landfill be changed, this policy should be reviewed.

This policy relates to the Village's Interim Landfill Regionalization Agreement with the Government of Yukon which requires the Village to monitor all materials brought into the landfill.

6.2 Order of policies

Where any part of this policy conflicts with requirements in Village Bylaws, the requirements in the Bylaws will apply.

POLICY TITLE: Monday/Tuesday Landfill Access for High Volume Users
POLICY #: 45-25
EFFECTIVE DATE: June 11, 2025
ADOPTED BY COUNCIL ON: June 11, 2025
RESOLUTION #: 207-25

Approved by:



Diane Strand, Mayor



Dave Fairbank, CAO



VILLAGE OF HAINES JUNCTION

Monday/Tuesday Landfill Access – High Volume Users

APPLICATION FORM

Name: _____

Business: _____

Address: _____

Phone: _____

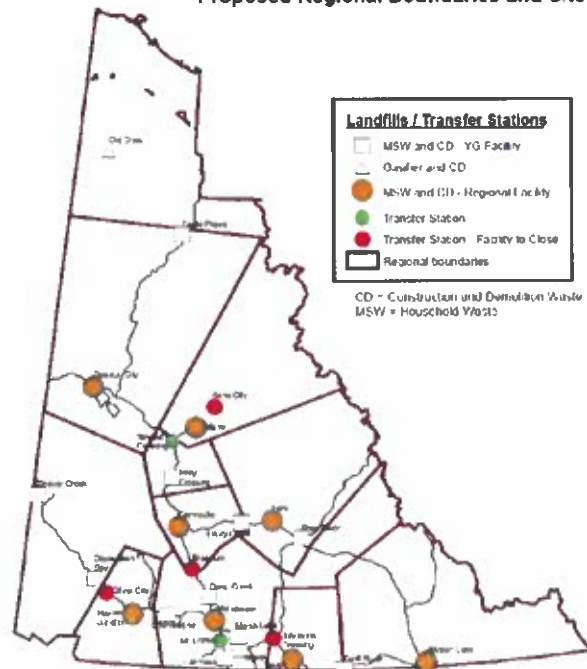
Email: _____

Is your business / organization located within the Haines Junction / Dakwākāda regional boundary (per the adjacent map)?

- Yes
- No

Please explain when you are currently accessing the landfill.

**Yukon After Regionalization:
Proposed Regional Boundaries and Sites to be Closed**



Please describe the volume of waste that you bring to the landfill on a weekly basis.

Please describe the type of waste that you bring to the landfill

Please describe why you are requesting access to the landfill on Mondays and Tuesdays:

Signature

Date

Please attach additional page(s) if needed



VILLAGE OF HAINES JUNCTION Monday/Tuesday Landfill Access - High Volume Users AGREEMENT

Name: _____
Business: _____
Address: _____
Phone: _____
Email: _____

As a user of the landfill on Mondays and Tuesdays, I agree to abide by the following terms and conditions (please check all boxes to indicate you have read and agree with the terms and conditions)

- I will limit access to Mondays and Tuesdays from 9 am to 6 pm.
- I will ensure the gate is locked when I am on site and when I leave the site.
- I will dispose of materials in the appropriate locations at the landfill.
- I understand that it is my responsibility to understand where materials are to be disposed of at the landfill BEFORE arriving to drop off materials on Mondays or Tuesdays.
- I will not bring hazardous/special waste to the landfill for disposal on Mondays or Tuesdays.
- I will not bring white goods, oil tanks, vehicles, tires, concrete, e-waste, automotive batteries, or materials containing asbestos to the landfill for disposal on Mondays or Tuesdays.
- I will not bring any materials to the landfill that may require analytical testing to demonstrate acceptable contamination levels to the landfill for disposal on Mondays or Tuesdays.
- I will not bring banned materials to the landfill for disposal on Mondays or Tuesdays.

- I understand that I am responsible for paying tipping fees for all non-recyclable materials that are disposed of on Mondays or Tuesdays.
- I understand that the gate attendant will charge a fee based on the following load size:

Specify Load Size: _____

- I understand that loads below this size will be charged at the load size specified above.
- I understand that loads above this size are not permitted.
- I understand that I must fill out a manifest form for each trip made to the facility on Monday or Tuesday.
- I understand the manifest form must be deposited into the drop box at the gatehouse.
- I understand that my vehicle license plate must be noted on the form to facilitate comparison to security camera footage.
- I understand that the final decision on any disputes on invoicing will rest with the CAO.
- I understand that I am responsible for removing any banned materials, or paying for the cost of their removal, that I bring to the landfill on Monday or Tuesday
- I understand that I am responsible for paying for the clean up of any spills that result from my access to the landfill.
- I understand that my activities at the landfill will be recorded on camera.
- I understand that I must post a bond of \$500 to get access to the landfill on Monday and Tuesday.
- I understand that once the bond is paid and the agreement is signed by both parties, I will be given a key to the access gate.
- I will not share my access key with anyone other than my staff who are working for me.
- I am responsible for ensuring my staff understand the terms and conditions associated with access to the landfill on Mondays and Tuesdays.

- I understand that any breach of the terms and conditions in this agreement will result in a forfeit of the bond.
- I understand that any breach of the terms and conditions in this agreement will also require me to surrender my key.
- I understand that any failure to return the key after the bond is forfeited could result in a ban from the facility.
- I understand that if I forfeit my bond, I will need to repay the bond again to regain access to the facility on Mondays and Tuesdays.
- I understand that, providing the terms and conditions of this agreement are met, my bond will be refunded when I return my access key.

Agreed to by:

Signature

Date

Approved by:

CAO

Date

For office use:

A bond of \$500 was received on the following date: _____