



**Village of Haines Junction
March 13, 2024
Regular Council Meeting 7:00 p.m.**

This meeting will be held in Council Chambers. Attendance at this meeting is also available through Zoom web or teleconferencing (see below for instructions).

AGENDA

- 1. Call to Order**
- 2. Acknowledgement of Champagne and Aishihik First Nations Traditional Territory**
- 3. Adoption of Agenda**
- 4. Declaration of Pecuniary Interest**
- 5. Adoption of Minutes of Regular and Special Council Meetings**
 - a. Draft Regular Council Minutes February 28, 2024
- 6. Proclamations**
- 7. Delegations**
- 8. Public Hearings and Public Input Sessions**
- 9. Old Business**
- 10. New Business**
 - a. Accounts Payable to March 13, 2024
 - b. RTC – International Trail Day Event
 - c. RTC – Renewal of Waste Management Permit - YESAB Submission
- 11. Bylaws – Reports, Readings and Adoption**
 - a. Bylaw #407-24 Consolidated Municipal Fees Bylaw #343-19 Amendment #6, 3rd reading
- 12. Correspondence**
 - a. Haines Junction Health Centre Newsletter March 2024
- 13. Council Reports**
- 14. YG Community Advisor Report**
- 15. Questions from the Public**
- 16. Motion to Close Meeting to the Public**
- 17. Adjournment**

The next Regular Council Meeting will take place at 7:00 p.m. on March 27, 2024 in Council Chambers and via Zoom.

*The Village of Haines Junction respectfully acknowledges that we are situated on the
Traditional Territory of the Champagne and Aishihik First Nations.*

Join Zoom Meeting

<https://us02web.zoom.us/j/8676347100>

Meeting ID: 867 634 7100

One tap mobile

+17806660144,,8676347100# Canada

+12042727920,,8676347100# Canada

Dial by your location

• +1 780 666 0144 Canada

• +1 204 272 7920 Canada

• +1 438 809 7799 Canada

• +1 587 328 1099 Canada

• +1 647 374 4685 Canada

• +1 647 558 0588 Canada

• +1 778 907 2071 Canada

Meeting ID: 867 634 7100

Find your local number: <https://us02web.zoom.us/u/kbq7uk0jkn>

Please call the Village Office (634-7100) during regular office hours for assistance in joining via zoom.

Municipal Accounts Payable to March 13, 2024

<u>Cheque No.</u>	<u>Name</u>	<u>Amount</u>	<u>Department</u>	<u>Description</u>
Transfer	Payroll Account #4305418	\$ 28,765.95	Administration	Net Pay - Pay Period 5
		\$ 5,124.64	Administration	RRSP Contribution - Pay Period 5
		\$ 874.63	Administration	Union Dues February 2024
		\$ 1,075.60	Administration	Adjustment Pay cheque PP4
		\$ 55,487.33	\$ 91,328.15	Administration
Bill Pay	Visa	\$ 1,942.30	Administration	Office supplies,office equipment, cell phone
		\$ 298.99	Arena	Cleaning supplies,propane,valves
		\$ 6.26	Convention Centre	Boot tray
		\$ 69.27	Mezzanine	T stat covers
		\$ 553.40	Public Works	Tool supplies, oil filters, Cell phone, diesel cond.
		\$ 52.10	Landfill & Recycling	Cell phone
		\$ 514.50	\$ 3,436.82	Water & Sewer
27884	ATCO Electric	\$ 444.25	Administration	Electricity: Jan. 2024 billing
		\$ 9,588.38	Arena	Electricity: Jan. 2024 billing
		\$ 444.25	Convention Centre	Electricity: Jan. 2024 billing
		\$ 241.62	Community Hall	Electricity: Jan. 2024 billing
		\$ 343.11	Fire Department	Electricity: Jan. 2024 billing
		\$ 418.65	Landfill & Recycling	Electricity: Jan. 2024 billing
		\$ 64.91	Pool	Electricity: Jan. 2024 billing
		\$ 376.85	Public Works	Electricity: Jan. 2024 billing
		\$ 3,353.78	Roads & Streets	Electricity: Jan. 2024 billing
		\$ 9,278.11	Water & Sewer	Electricity: Jan. 2024 billing
\$ 3.69	\$ 24,557.60	Late Fee	Electricity: Jan. 2024 billing	
27885	15042 Yukon Inc.(Grime Stoppers Janitorial)	\$ 148.05	Convention Centre	Table cloth with skirting cleaning
27886	535902 Yukon Inc. (Backyard Services)	\$ 1,512.00	Water & Sewer	Dig, haul waste to the landfill, water leak
27887	Association of Yukon Communities	\$ 85.00	Administration	Inter-Municipal Business Licence # 6
		\$ 11,045.64	\$ 11,130.64	Legislative
27888	Black Press Media	\$ 1,085.96	Administration	Tax lien ad

Municipal Accounts Payable to March 13, 2024

27889	CMP Engineering		\$ 1,829.28	Water & Sewer	Water automation trouble shooting, site visit.
27890	Ellen Stutz - Petty Cash	\$ 1,400.35		Recycling Centre	Paid out refundables
		\$ 150.00	\$ 1,550.35	Public Works	Drivers Medical
27891	Federation of Canadian Municipalities		\$ 304.92	Administration	Annual membership
27892	Gordon Neitz Infinity Services		\$ 390.00	Recycling Centre	Septic Pump out Jan. 2024
27893	Government of Yukon		\$ 17,291.16	Administration	Assessment services 2023
27894	Lynn Iler		\$ 800.00	Legislative	Honorarium for board of variance member
27895	NF Electrical and Event Production Ltd		\$ 9,981.89	Capital	Grand Hall lighting project equipment and supplies
27896	North of Ordinary Media		\$ 4,279.80	Administration	Advertisement
27897	Northwestel	\$ 243.60		Administration	February 27, 2024 billing
		\$ 73.26		Public Works	February 27, 2024 billing
		\$ 683.29		Water and Sewer	February 27, 2024 billing
		\$ 684.94		Protective Services	February 27, 2024 billing
		\$ 36.64		Convention Centre	February 27, 2024 billing
		\$ 36.64		Arena	February 27, 2024 billing
		\$ 60.45	\$ 1,818.82	Recycle Centre	February 27, 2024 billing
27898	Norton Rose Fulbright Canada LLP		\$ 5,000.00	Administration	Legal retainer
27899	Source Motors	\$ 111.98		Arena	Propane
		\$ 3,807.07		Arena	Heating Fuel February 2024
		\$ 2,789.70		Fire Hall	Heating Fuel February 2024
		\$ 3,129.51		Administration	Heating Fuel February 2024
		\$ 3,129.51		Convention Centre	Heating Fuel February 2024
		\$ 1,802.17		Recycling Centre	Heating Fuel February 2024
		\$ 413.93		Landfill & Recycling	Gas February 2024
		\$ 2,440.31	\$ 17,624.18	Public Works	Gas February 2024

Municipal Accounts Payable to March 13, 2024

27900	Sperling Hansen Associates	\$ 4,866.25	Capital	Solid waste management plan
27901	Superior Propane	\$ 1,629.41	Public Works	Utilities heat
27902	Patty Moore	\$ 800.00	Legislative	Honorarium for board of variance member
27903	Tangerine Technology	\$ 1,620.15	Administration	Network support and license fees
	Travis Bernard	\$ 800.00	Legislative	Honorarium for board of variance member
27904	Twiss and Shine	\$ 650.00	Administration	Custodial Services Feb. and March 2024
		\$ 2,372.50	Convention Centre	Custodial Services Feb. and March 2024
		\$ 130.00	Fire Department	Custodial Services Feb. and March 2024
		\$ 828.75	Mezzanine	Custodial Services Feb. and March 2024
		\$ 199.06	GST	Custodial Services Feb. and March 2024
		\$ 4,180.31		
27905	White Ice (1995) Ltd.	\$ 2,849.00	Arena	Ice paint and freight
27906	WSP Canada Inc.	\$ 5,320.17	Capital Project	Zoning Bylaw public hearing and engagement
27907	Yukon Service Supplies	\$ 91.25	Convention Centre	Dust mop heads
		\$ 595.35	Water & Sewer	Hypochloride
		\$ 112.98	Recycling Centre	Pallet wrap and mops

Municipal Accounts Payable **\$ 216,134.91**

Adopted on _____ Motion# _____

Mayor _____ CAO _____

Municipal Accounts Payable to March 13, 2024

Municipal Accounts Payable to March 13, 2024



Village of Haines Junction Report to Council

March 13, 2024

Council Decision
 Council Direction
 Council Information
 Closed Meeting

RE: International Trail Day Event

Recommendation

The following is recommended:

- The Village host its inaugural Pike Lake Family Fun Run/Walk/Stroll on June 1st in partnership with the Trans Canada Trail, to celebrate International Trails Day.
- Post a request for proposals for a local community group to coordinating/hosting the event, for which they will be awarded a grant of \$2000 towards the group's operations.
- Seek additional sponsors/partners for the event.

Background

Haines Junction hosted an International Trails Day Event on June 1, 2022 in partnership with the Trans Canada Trail (TCT) and Columbia Sportswear. This trail care event involved community volunteers in installing new signage, staining of posts along the trail, repairing of cracks on the trail, and sweeping of rocks and debris near road crossings on the Pine Lake Trail. The event was funded by TCT and included an appreciation lunch. T-shirts and swag from Trains Canada Trail and Columbia were provided to volunteers.

Current Status

TCT has approached the Village of Haines Junction to host another Trail Care Day Event, along with 10 other groups across Canada, to celebrate International Trails Day on June 1, 2024. The purpose of the event is to promote stewardship, community volunteerism and national unity around the TCT trail network. For hosting an event, we will receive:

- Event funding - \$2000 towards the hosting of an event.
- Activity funding - \$1500 towards a trail care activity.

In addition to this financial support, TCT will hire an in-town photographer to document the event, provide swag to volunteers and attendees, and support media and public relations.

In return, we are required to host the event and activity, engage local media, promote TCT and sponsors (within invites, speaking remarks, social media posts etc).

The event and activity do not need to take place on the same date, nor do they need to be linked.

For this International Trail Day, staff are proposing to host our first annual International Trail Day Family-Friendly 5k Fun Run/Walk/Ride on the Pine Lake Trail, starting at the Convention Centre and ending at the Pine Lake Campground where the event would take place on the beach and/or using the day shelter if the weather is inclement. This would involve:

1. Seeking a community organization to coordinate/host the event. The community organization would receive a \$2,000 grant towards the work of their organization for the work involved in coordinating and hosting the event, including:
 - a. Coordinating event registration.
 - b. Coordinating community volunteers to organize the event, and on the day of the event to run aid stations along the race route, race timing, traffic control, wildlife patrol, setting up tents at the start and at the finish line, and hosting the community barbeque at the end of the event, etc.
 - c. Provide regular updates and close coordination with Village staff.
2. Village staff would work alongside the community organization to:
 - a. Order race bibs, timing equipment.
 - b. Advertise and promote the event.
 - c. Organize catering for the community barbeque.
 - d. Seek other sponsors/partners to help offset costs.
 - e. Coordinating with YG to host the barbeque at the Pine Lake Campground.

Discussion/Analysis

This event would contribute to TCT's goals for an international Trail Day event by promoting community volunteerism, and celebrating the Pine Lake section of the Trans Canada Trail.

If the event is as successful as we hope it would be, and attracts participants from Whitehorse, it could provide a small tourism boost and an associated boost to local businesses. If it is successful, we would propose this to be an annual event to celebrate the Pine Lake trail.

Financial Impact

Total project costs are estimated based on having 100 racers in the event. Costs could increase if registration is higher. Costs could go down if additional sponsors are secured.

At this time we are confirmed to have a contribution of \$2,000 (possibly \$3,500 if the event is eligible for activity funding) from the TCT. The remaining funds could be from the Village's O&M budget, or from other funders/sponsors.

Item	Description	Rough Cost Estimate
Event coordination	Groups would need to be based in Haines Junction and registered as a society with Yukon government under the Societies Act.	\$2,000
Aid stations	Hand out water bottles at two stops along the route.	\$250
Race bibs	Custom race bids with sponsor logos and racer number, approximate cost of \$1 per bib	\$250

Rental of timing equipment	Rental of Zone 4 timing chips and activator at a cost of \$3 per chip and \$125 per timing point, with remote support \$300	\$725
Event advertising and promotion	Graphic design and printing of a limited number of posters and for online/social media in Haines Junction and Whitehorse	\$750
Catering for community barbeque	Hamburgers, drinks, salads. Estimated cost of \$40 per person.	\$4,000
Contingency	A contingency of 25% is recommended. Seeing that this is the first time the Village has hosted an event of this nature, there could be unforeseen costs.	\$2,000
Total Estimated Project Costs		\$10,000

Next Steps

1. Confirm project eligibility for TCT funding – it is likely that this event could access the event funding but may not be eligible for the activity funding.
2. Solicit proposals from Haines Junction community groups to coordinate/host the event.
3. Seek additional sponsorship/funding.
 - a. The Community Development Fund has event funding available for events. The next deadline is May 15 for Tier 1 events.
 - b. Eligibility of the event for a community recreation assistance grant could also be explored.

Draft Resolution

THAT The Village will host its inaugural Pike Lake Family Fun Run/Walk/Stroll on June 1st in partnership with the Trans Canada Trail, to celebrate International Trails Day. A request for proposals for a local community group to coordinating/hosting the event, for which they will be awarded a grant of \$2000 towards the group's operations. Additional sponsors and partners will be sought to offset the estimated costs of \$10,000 to host the event.

Prepared by

Aynslie Ogden
Corporate Manager



**Village of Haines Junction
Report to Council**

March 13, 2024

Council Decision
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RE: Renewal of Waste Management Permit

Background

In the Yukon, Waste Management Permits are issued by the Government of Yukon's Department of Environment, under the Environment Act - Solid Waste Regulations. Waste Management Permits are issued for a period of up to 10 years. An assessment under the Yukon Environmental and Socio-economic Act (YESAA) is required prior to constructing, operating, or making a significant modification to a public waste disposal facility. This assessment must be completed before a permit for the facility can be issued. In addition, all facilities must have a Solid Waste Management plan which describes, in detail, the operations of the facility over a 10-year planning horizon. Detailed [Requirements for Public Waste Disposal Facilities](#) are available from the Government of Yukon.

Current Status

As a requirement for the renewal of its Waste Management Permit, which expired on December 31, 2023, the Village of Haines Junction submitted its [Proposal for the Continued Operation of its Solid Waste Management Facility](#) to the Yukon Environmental and Socio-economic Assessment Board (YESAB) on December 20, 2024.

The project passed the adequacy phase on March 1, 2024, and is now at the Seeking Views and Information phase. Public comments on the project will be accepted between March 1-15, 2024. As of Friday March 8th, comments have yet to be submitted for this project.

Discussion/Analysis

The operation and management of the facility is proposed to be renewed for another 10 years, under the guidance of the Solid Waste Management Plan for the 2023 to 2033 planning period. The submission included:

- 10-year Solid Waste Management Plan (2023-2033)
- Emergency Response Plan
- Spill Response Plan
- Groundwater Monitoring Report
-

Financial Impact

The Solid Waste Management Plan for 2023-2033 includes recommendations that will have cost implications for the Village, including:

- Annual volume tracking;
- Updating the map and signage for the facility;
- Upgrading surface water ditches and revisiting pond sizing to account for climate change projections;

- Upgrading the hazardous waste storage area;
- Experimenting with the containment berm method of cell construction to reduce windblown litter;
- Carrying out annual geotechnical site inspections;
- Closing areas progressively to avoid accumulation of a large closure liability, control stormwater and minimize leachate; and
- Establishing a sinking fund for the progressive closure of the landfill and post-closure monitoring at a level of \$28,569/year.

Prepared by

Aynslie Ogden
Corporate Manager

VILLAGE OF HAINES JUNCTION

Bylaw #407-24 Consolidated Municipal Fees Bylaw #343-19 Amendment #6

WHEREAS the *Municipal Act*, being Chapter 154 of the Revised Statutes of the Yukon, 2002 and amendments thereto, Section 220 provides for the power to amend a bylaw; and

WHEREAS Council deem it proper and expedient to consider such an amendment, in accordance with the objectives, policies and practices approved by Council;

WHEREAS The Zoning Bylaw #104-96 states, in S3.2.4, that the Application Fee for a Board of Variance Hearing shall be set by Consolidated Municipal Fees Bylaw #343-19 and subsequent Bylaw Amendments

NOW THEREFORE the Council for the Village of Haines Junction, duly assembled, hereby enacts as follows:

SHORT TITLE

1. This bylaw shall be cited as **Bylaw # 404–23, Consolidated Fees Bylaw Amendment # 6**

INTERPRETATION

2. For this bylaw all definitions are described in Bylaw #174–03-A and its amendments thereto including this bylaw.

AMENDMENTS

Following Schedule 14, add Schedule 15 as follows.

--ADD THE FOLLOWING--

SCHEDULE 15:

Bylaw Authorization: "Zoning Bylaw #104-96"

Bylaw Section	Fee/Charge/Penalty Categories	Fee/Charge/Penalty
3.2.4	Application Fee for a Board of Variance Hearing	\$400
3.2.4	Fee for an appeal of a Board of Variance Decision	\$100

--END OF SECTION--

ENACTMENT

This bylaw shall come into full force and effect upon adoption.

READINGS

Read a first time the 28nd day of February, 2024.

Read a second time on 28nd day of February, 2024.

Read a third time and finally passed on March 13, 2024.

Bruce Tomlin, Mayor

David Fairbank, Chief Administrative
Officer



Dakwàkàda Nda Dän Kù Haines Junction Health Centre NEWS March 2024

MARCH IS NUTRITION MONTH



When we practice healthy eating habits, we take care of our families and ourselves. Good nutrition and healthy eating help us live longer and live healthier. They help manage weight, improve digestion, promote mental health. A healthy diet can prevent or delay onset of chronic diseases like Type 2 diabetes, high blood pressure and cancers.

Our health information board features information about nutrition, including tips on how to read food labels, limit added sugars and prioritize portion size. Rural dietitian referrals are available through our clinic.

REDUCING YOUR WAIT

Did you know you can book an appointment?

Booking appointments in advance can help reduce or eliminate the wait to see a nurse or other health care providers.

Emergencies will always need to be seen first, but people who have appointments will be seen before walk-ins.

Your care is our priority and we strive to ensure you are seen by a nurse as quickly as possible. If you do need to wait, we appreciate your patience and understanding.

HOURS OF OPERATION

Monday to Friday: 8:30 am to 5 pm

FOR **EMERGENCIES** AFTER HOURS
PLEASE CALL 867-634-4444 OR 911

APPOINTMENTS

Appointments are available daily.
Please call 867-634-4444

NURSE APPOINTMENTS

Monday, Tuesday, Thursday and
Friday: 9 am to 11:30 am

Monday, Tuesday, Wednesday and
Friday: 1 pm to 4:30 pm

LAB HOURS

Tuesday: 1 pm to 4:30 pm
Wednesday: 9 am to 11:30 am

ADMINISTRATION TIME

Thursday: 1 pm to 3 pm
**Open for emergencies 24/7*

DOCTOR SERVICES

Call 867-634-3838 to inquire
about medical travel or to book an
appointment with Dr. Froud.