



**Village of Haines Junction
November 27, 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 Meeting Minutes November 13, 2024
- 6. Proclamations**
- 7. Delegations**
- 8. Public Hearings and Public Input Sessions**
- 9. Old Business**
- 10. New Business**
 - a. Accounts Payable to June 12, 2024
 - b. RTC AYC 50th Annual General Meeting 2025
 - c. (I) RTC Process for Provisional Operating and Capital Budget
(II) 2025 Provisional budget Operating and Capital Budget Worksheet
- 11. Bylaws – Reports, Readings and Adoption**
- 12. Correspondence**
 - a. HJ Health Center Newsletter
 - b. Letter to the Mayor - Land Treatment Facility
 - c. Letter to Council – JAM - Funding Request for Glacier Nights Festival
- 13. Council Reports and Notice of Motions**
- 14. Questions from the Public**
- 15. Motion to Close Meeting to the Public**
- 16. Adjournment**

The next Regular Council Meeting will take place at 7:00 p.m. on December 11th, 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

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+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/j/8676347100>

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

Municipal Accounts Payable to November 27, 2024

<u>Cheque No.</u>	<u>Name</u>	<u>Amount</u>	<u>Department</u>	<u>Description</u>
Transfer	Payroll Account #4305418	\$ 36,037.49	Administration	Net Pay - Pay Period 24
		\$ 6,384.12	Administration	RRSP Contribution - Pay Period 24
		\$ 849.47	Administration	Union Dues November 2024
		\$ 43,271.08		
EFT	Coverco Buildings Ltd	\$ 55,873.02	Capital Project	Last installment for coverage building
	Acklands - Grainger Inc	\$ 1,595.48	Landfill & Recycling	Oil transfer pump, heat magnet
	Arctic Inspiration Prize	\$ 1,250.00	Legislative	Contribution for arctic inspiration prize
	Association of Yukon Communities	\$ 700.00	Legislative	Registration & training for newly elected officials
	David Fairbank	\$ 304.50	Legislative	AYC Festival of Trees
	Ellen Stutz Petty - Cash	\$ 154.29	Fire Department	9 volt battery, driver set, bits set
		\$ 553.70	Recycling Centre	Refundables paid out
	Inland Kenworth	\$ 1,112.84	Public Works	Oil/air/hydraulic/fuel filter, gear oil
	Jacob's Industries Ltd.	\$ 497.70	Water & Sewer	Co2
	NF Electrical and Event Production Ltd.	\$ 504.00	Convention Centre	A/V set up and operation for Remembrance Day
	Northerm	\$ 1,031.89	Public Works	Repair overhead door
	Royal Canadian Legion # 254	\$ 100.00	Legislative	Remembrance Day Wreath
	SBC insurance Agencies Ltd	\$ 2,100.00	Conv Ctr/ Mezz	Facility user group insurance
	Source Motors Ltd.	\$ 2,735.77	Arena	Heating Fuel October 2024
		\$ 1,709.42	Fire Department	Heating Fuel October 2024
		\$ 2,218.26	Administration	Heating Fuel October 2024

* Denotes an item not directly funded by the Village

** Grant funded

Municipal Accounts Payable to November 27, 2024

	\$ 2,218.26		Convention Centre	Heating Fuel October 2024
	\$ 724.71		Recycling Centre	Heating Fuel October 2024
	\$ 143.46		Recycling Centre	Fuel October 2024
	\$ 6,330.21	\$ 16,080.09	Public Works	Fuel October 2024
Stream Pro Resources	\$ 4,249.91		Water & Sewer	Water license monitoring/sludge testing
	\$ 3,700.46	\$ 7,950.37	Landfill & Recycling	Hydrological monitoring and reporting
TK Elevator		\$ 1,261.26	Convention Centre	Elevator bi - annual maintenance
Vgeo		\$ 2,100.00	Capital Project	GIS profesional services
Yukon Service Supply Co		\$ 625.28	Water & Sewer	Sodium Hypochlorite

Municipal Accounts Payable **\$ 137,065.50**

Adopted on _____

Mayor _____ CAO _____

* Denotes an item not directly funded by the Village

** Grant funded



**Village of Haines Junction
Report to Council**

November 13, 2024

Council Decision
 Council Direction
 Council Information
 Closed Meeting

RE: Assembly of Yukon Communities, Annual General Meeting

Recommendation

That Council Direct staff to continue working with the Assembly of Yukon Communities to plan for the 50th annual General Meeting in Haines Junction, and that Council confirm the proposed dates noted in this report.

Current Status

With the Gold Show typically starting on the Thursday of the long weekend, staff recommend the following dates for the AYC AGM:

Monday, May 12 – ½ day Admin Forum & Welcome Reception

Tuesday, May 13- Conference Day 1 & Banquet Dinner

Wednesday, May 14th- Conference Day 2 & HJ Hosted Dinner

Thursday, May 15th- ½ day AYC Board Meeting

Discussion/Analysis

Hosting the AGM in the week, as opposed to over the long weekend will allow the greatest number of attendees as it minimizes conflict with events in other Yukon communities. This date choice also prevents overlap with the Poker-Run event in Haines Junction scheduled for the long weekend of May 16th-18th.

Fiscal Impact

A projected budget for hosting the event will follow in a later report. For reference the City of Dawson provided the following expense summary from hosting the 49th AYC AGM.

Parks Canada Facility Rental – Palace Grand Theatre	891.51
Humane Society Bar Service – for Saturday Night	2,112.52
Dawson Fire service BBQ – Saturday Night Steak dinner	4,800.00
Chamber Table rental – Saturday Night Dinner	892.50
Justine Hobbs organizing – Dawson event assistance	5,755.95
Farm Transport Services – various table transport	504.00

Misc –	600.00
Total	15,556.48

Next Steps

Staff will continue working with the AYC and local businesses towards planning the event and will prepare a Report to Council, including a budget, before the end of February 2025.

Draft Resolution

That Council approved the dates for the AYC AGM to be hosted in Haines Junction for the dates noted in the AYC AGM report dated November 23rd, 2024.

Prepared by

David Fairbank
Chief Administrative Officer



**Village of Haines Junction
Report to Council**

November 27, 2024

- Council Decision
- Council Direction
- Council Information
- Closed Meeting

RE: Process for establishing 2025 Provisional Operating and Capital/Projects Budget

Recommendation

That council and staff work together to ensure there is adequate time to review the provisional 2025 Operating and Capital/Projects Budget Bylaw in preparation for its adoption as the 2025 Provisional Budget on or before December 31.

Background

S.237 of the Municipal Act requires council to adopt a provisional operating budget, by motion, for the next year on or before December 31 each year. On or before April 15 each year, council is required to adopt the annual operating and a capital budget, by bylaw, for the current year and the capital expenditure program for the next three financial years (S.238). No expenditures can be made that are not provided for in the provisional or annual budgets as adopted by council (S.239).

Historically, the Village has tended to adopt the previous year’s budget as the provisional budget. The annual budget, approved on April 15th, is typically where resource allocation decisions are made as there is more certainty at this time on what the Comprehensive Municipal Grant will be.

By practice, Village staff prepare both a provisional operating *and* a provisional capital/projects budget for approval before December 31 each year. This provides authorization for the Village to continue O&M operations and to continue / complete capital projects budgeted for in the previous year.

The 2023 Provision budget motion, for reference:

December 6, 2023	#343-23 2024 Provisional Operating and Capital/Projects Budget	THAT the provisional budget be adopted with the changes noted in the Minutes. Administration is directed to begin preparations on the budget bylaw for review and approval in March 2024.
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Current Status

Staff have prepared the 2025 Provisional Operating and Capital/Projects Budget for Councils review. Per historical practice, this provisional budget has been drafted based on the Annual Operating and Capital Projects Budget Bylaw #408-24. Completed capital projects have been removed from the provisional budget, otherwise it is identical to the approved 2024 Budget.

Discussion/Analysis

Prior councils have had different emphasis on service delivery levels. There have times when surpluses are larger and other times when budgets are closer to being balanced. It is up to this Council to decide how to allocate resources and whether or not to pursue outside funding sources to pursue council objectives.

Council should consider dedicating sufficient time at the December 11th regularly scheduled Council meeting to review the Provisional Budget and prepare to pass a motion approving the Provisional Budget.

Draft Motion

That Council receive and file this report.

Prepared by

Dave Fairbank
Chief Administrative Officer

O&M Revenues	2024 YTD	Nov-Dec Est.	2024 YE Proj	2024 Budget	2025 Provisional
Legislative Revenue	\$ 3,545,513.87	\$ 100,250.00	\$ 3,645,763.87	\$ 3,430,819.83	\$ 3,430,819.83
Administrative Revenue	\$ 52,908.33	\$ 6,118.44	\$ 59,026.77	\$ 58,703.00	\$ 58,703.00
Public Works Revenue	\$ 10,680.11	\$ -	\$ 10,680.11	\$ 18,000.00	\$ 18,000.00
Water and Sewer Revenue	\$ 293,684.98	\$ 5,620.00	\$ 299,633.87	\$ 304,300.00	\$ 304,300.00
Roads and Streets Revenue	\$ 5,536.63	\$ 425.00	\$ 5,961.63	\$ 5,500.00	\$ 5,500.00
Landfill and Recycling Revenue	\$ 196,272.65	\$ 15,382.00	\$ 211,654.65	\$ 152,600.00	\$ 152,600.00
Protective Service Revenue (Dogs)	\$ 254.00	\$ -	\$ 254.00	\$ 2,000.00	\$ 2,000.00
Fire Department Revenue	\$ 41,083.23	\$ 2,184.00	\$ 43,267.23	\$ 41,208.00	\$ 41,208.00
Fire Smart Revenue	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Convention Centre Revenue	\$ 13,223.47	\$ 1,500.00	\$ 14,723.47	\$ 15,200.00	\$ 15,200.00
Mezzanine Revenue	\$ 4,271.43	\$ 1,300.00	\$ 5,571.43	\$ 6,000.00	\$ 6,000.00
Hall and Curling Rink Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Arena Revenue	\$ 2,452.37	\$ 280.00	\$ 2,732.37	\$ 4,833.00	\$ 4,833.00
HAF Funding	\$ 308,659.28	\$ -	\$ 108,659.28	\$ 308,659.28	\$ 308,659.28
Total O&M Revenues	\$4,499,540.35	\$133,059.44	\$4,432,928.68	\$4,372,823.11	\$4,372,823.11

Capital Revenue	\$207,578.13		\$537,931.20	\$3,195,500.00	\$4,295,500.00
TOTAL REVENUES	\$4,707,118.48	\$133,059.44	\$4,970,859.88	\$7,568,323.11	\$8,668,323.11

O&M Expenses	2024 YTD	Nov - Dec Est	2024 YE Proj	2024 Budget	2025 Provisional
Legislative Expenses	\$ 90,940.10	\$ 35,000.00	\$ 125,940.10	\$ 138,033.28	\$ 138,033.28
Administration Expenses	\$ 650,985.24	\$ 252,832.00	\$ 903,817.24	\$ 971,362.16	\$ 971,362.16
Public Works Expenses	\$ 459,298.96	\$ 187,400.00	\$ 646,698.96	\$ 817,805.00	\$ 817,805.00
Water and Sewer Expenses	\$ 423,191.47	\$ 50,640.00	\$ 473,831.47	\$ 414,325.00	\$ 414,325.00
Roads and Streets Expenses	\$ 80,687.58	\$ 20,200.00	\$ 100,887.58	\$ 125,500.00	\$ 125,500.00
Landfill and Recycling Expenses	\$ 280,831.58	\$ 84,621.27	\$ 365,452.85	\$ 384,764.00	\$ 384,764.00
Protective Service Expenses (Dogs)	\$ 1,218.11	\$ -	\$ 1,218.11	\$ 1,570.00	\$ 1,570.00
Fire Department Expenses	\$ 67,639.31	\$ 58,854.44	\$ 126,493.75	\$ 164,100.00	\$ 164,100.00
Fire Smart Expenses	\$ 24,000.00	\$ -	\$ 24,000.00	\$ 25,000.00	\$ 25,000.00
Convention Centre Expenses	\$ 117,349.12	\$ 24,600.00	\$ 141,949.12	\$ 141,600.00	\$ 141,600.00
Mezzanine Expenses	\$ 7,762.79	\$ 3,200.00	\$ 10,962.79	\$ 14,500.00	\$ 14,500.00
Hall and Curling Rink Expenses	\$ 1,600.66	\$ 350.00	\$ 1,950.66	\$ 2,800.00	\$ 2,800.00
Pool Expenses	\$ 659.08	\$ 130.00	\$ 789.08	\$ 1,000.00	\$ 1,000.00
Arena Expenses	\$ 186,147.45	\$ 62,695.00	\$ 248,842.45	\$ 264,700.00	\$ 264,700.00
Contingency			\$ 80,000.00		
Total O&M Expenses	\$ 2,392,311.45	\$ 780,522.71	\$ 3,252,834.16	\$ 3,467,059.44	\$ 3,467,059.44

Capital and Projects Expenditures	\$1,032,880.01	\$1,393,188.70	\$2,426,068.71	\$5,752,500.00	\$4,145,000.00
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TOTAL EXPENSES	\$ 3,425,191.46	\$ 2,173,711.41	\$ 5,678,902.87	\$ 9,219,559.44	\$ 7,612,059.44
Revenues less Expenditures			-\$708,042.99	-\$1,651,236.33	\$1,056,263.67
Reserves			\$ 708,042.99	\$ 1,580,000.00	\$ 45,000.00
Budget surplus / deficit			\$0.00	-\$71,236.33	\$1,101,263.67



Dakwàkàda Nda Dàn Kù Haines Junction Health Centre NEWS November 2024

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.

NOVEMBER IS DIABETES MONTH

Diabetes is a disease that prevents your body from properly controlling the level of sugar in your blood. When you eat, your pancreas releases insulin, which moves sugar (glucose) out of the bloodstream and into your cells, where it is needed for energy.

Common signs and symptoms of diabetes include unusual thirst, frequent urination, fatigue, and unexplained weight change. You may be at risk for diabetes if you are over 40, have high blood pressure, high cholesterol, have been diagnosed with obstructive sleep apnea, or are overweight. Left untreated or improperly managed, diabetes can cause a variety of complications, including heart disease, kidney failure, eye disease, and nerve damage.

Today, people with diabetes can live active and independent lives if they make a lifelong commitment to carefully manage the disease. It is important to be tested for diabetes if you are at risk. Make an appointment at the health centre for testing and support if you are concerned that you may have diabetes.

COVID-19, RSV, AND FLU SHOT APPOINTMENTS

The Haines Junction Health Centre will have RSV (75 years old + only) and COVID-19 vaccine booster clinics by appointment, for all ages that are eligible. Call the health centre to find out about your eligibility and to make an appointment. Flu shots will also be available by walk in or appointment. Come down and get protected today!

November 14th, 2024

Mayor Michael Riseborough
Village of Haines Junction
via email: cao@hainesjunction.ca

Re: Please rescind letter of support for McIntosh Creek Land Treatment Facility

Dear Mayor Riseborough,

In its letter to YESAB dated February 28, 2024, the Village of Haines Junction expressed its full support for Castlerock Enterprises' proposed development of a new Land Treatment Facility (LTF) located adjacent to the Nygren Subdivision.

We are very concerned about the close proximity of this development to our and our neighbors' homes and the potential negative affects this proposed LTF will likely have on the surrounding environment. While we are in full support of an LTF being developed in the Haines Junction region, we strongly suggest that the proponent look for other more suitable locations for this facility.

Mr. Wade Istchenko, MLA for Kluane, is sharing our concerns and has tabled the following motion in the Yukon Legislature:

"... this House urges the Minister of Energy Mines and Resources to consult with the residents of the Nygren subdivision and the surrounding area about the proposed Land Treatment facility near their homes, and to consider options for an alternative location that is further away from people's water supply, has a clay base, and avoids high winds."

We would like to ask the Village of Haines Junction to consider rescinding its letter of support for the proposed Land Treatment Facility at its proposed location near the Nygren Subdivision.

Thank you for considering our request.

Sincerely,


Silke and Dieter Gade





November 8, 2024

Re: Requesting Additional Funds To Support Glacier Nights Snow Festival 2025

Dear Members of Council,

Junction Arts & Music (JAM) is preparing to host its third annual Glacier Nights Snow Festival (GNSF) on March 7 and 8, 2025, on the grounds of St. Elias Convention Centre. This two-day, free, community-oriented event has been gaining in popularity each year. We believe it has the potential to become a marked annual event for the community of Haines Junction.

The benefits of hosting this community event are immense. Glacier Nights Snow Festival offers:

- ❖ An economic boost by inviting out-of-towners to discover the Village.
- ❖ Local economy growth by purchasing catering, housing, and local products.
- ❖ Accessibility to all, it brings people together of all ages and raises community spirit during the long, dark days of winter.
- ❖ Snow sculpting workshops and outdoor activities
- ❖ Brings the ephemeral art of snow sculpting to the Junction
- ❖ Supports and showcases Yukon artists and entertainers

In the absence of a village Recreation Director, many community events have been organized by volunteers. For the past two years, the festival director has donated her time to put on the free festival, which is unsustainable in the long term.

At this time, we are asking the Council for additional financial support of \$7,500 by February 2025 to help mitigate some of the festival costs. The annual festival budget has expenses exceeding \$72,000, and without the support of Yukon Lotteries, the Yukon Government, and other supporters, JAM could not present this event.

Due to JAM's budgetary restriction and a funding cap from Yukon Lotteries, JAM is asking the Council for a wage subsidy to assist us in hiring Chantal LaFreniere, our past president, as the Glacier Nights Snow Festival Director in 2025.

We thank you for your ongoing support of Junction Arts & Music and look forward to continuing to bolster the arts in the community.

Sincerely,

Leigh-Anne Larsen

Executive Director
Junction Arts & Music Society