



Village of Haines Junction
Council Agenda
Special Council Meeting
7:00 p.m. January 11, 2023

This meeting will be held in Council Chambers.

*Attendance at this meeting is also available through Zoom web or teleconferencing
(Meeting ID 867 634 7100). Please visit the Village website (www.hainesjunctionyukon.com)
or call the Village Office (634-7100) 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 Council Minutes 2022-12-21
- 6. Proclamations**
- 7. Delegations**
 - a. Stephanie Twiss – Power of Positive Words
- 8. Public Hearings and Public Input Sessions**
- 9. Old Business**
 - a. Infrastructure Improvements Status
- 10. New Business**
 - a. Area 1 Master Plan Approval
 - b. Interim Regionalization Agreement Approval
 - c. Recreation Needs Assessment Award
 - d. HJ Community Association - Request for Letter of Support
 - e. Accounts Payable January 11, 2023
 - f. Donated Refundables Fund Grant Distribution
- 11. Bylaws – Reports, Readings and Adoption**
- 12. Correspondence**
 - a. Noise Control Bylaw – Valerie Drummond
 - b. Noise Control Bylaw – Dan Drummond
 - c. Noise Control Bylaw – John Carney
 - d. Noise Control Bylaw – Sharpe Family
 - e. Noise Control Bylaw - Dan Drummond
 - f. Noise Control Bylaw – Joanna Sharpe
 - g. Noise Control Bylaw – Meghan Moran – Robinson
 - h. Noise Control Bylaw – John Carney
 - i. Noise Control Bylaw – Rhonda Powell
 - j. Haines Junction 2022 Audit Plan
 - k. Haines Junction December 2022 Mayors - Chiefs Report
- 13. Council Reports**
- 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 January 25, 2023 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.*

Attendance at Council Meetings

Council meetings are held in Council Chambers and broadcast via Zoom.

*Council Chambers can accommodate a maximum of 20 people, including Council.
If there are more than 5 members of the public in attendance, masks will be mandatory.*

Zoom remote access instructions are below.

Remote Access Instructions for Council Meetings:

Meeting ID is: 867 634 7100

COMPUTER *(Participants do not need an account but will need to download the Zoom app when prompted.)*

To join through the computer, use this link: <https://us02web.zoom.us/j/8676347100>

PHONE

Participants may join by phone by dialing any of these numbers and entering the meeting ID

+1 778 907 2071 Canada +1 438 809 7799 Canada +1 587 328 1099 Canada

+1 647 374 4685 Canada +1 647 558 0588 Canada +1 204 272 7920 Canada

MOBILE

+12042727920,,8676347100# Canada

+14388097799,,8676347100# Canada





Village of Haines Junction Delegation Request

As per s. 15. of Bylaw 352-19, Council Procedural Bylaw

- 15.1. Any person or delegations wishing to appear before council or committee must give notice prior to 11:00 am on the second last business day prior to the meeting.
- 15.2. Persons or delegations are requested to provide any information materials by the second last business day so that the documents may be included in the Agenda Package.
- 15.3. Persons or delegations are required to provide their name, address, contact information and reason for wishing to appear before council or committee.
- 15.4. Persons or delegations addressing council or committee are required to state their names, addresses, and the purpose of their presentation.
- 15.5. Persons or delegations will be given five (5) minutes with which to make their presentation.
- 15.6. Council or committee may agree by vote to extend the time available for a presentation if the persons or delegations has given advance notice to the Chief Administrative Officer or designate.
- 15.7. Council will only hear up to a maximum of three delegations at one meeting.
- 15.8. If a Member asks the delegation a question of clarification, the delegation may answer the question.
- 15.9. A general discussion or dialogue shall not take place unless Council adopts a resolution to suspend the rules.

Requested Council Meeting Date: Jan. 11, 2023

Individual, Group or Association: Stephanie Twiss

Representative(s) of the Above: _____

Main Spokesperson: Stephanie Twiss

Topic(s): ~~Power~~ Power of Positive words movement.

Written Materials Submitted (if applicable): _____

Projector or Other Electronic Support Required: _____

Request Made By: [Signature] Date: Jan. 6, 2023

**Report to Council
Village of Haines Junction
January 11, 2023**

RE: Infrastructure Improvement Project Status

Recommendation:

That Council accept the following update as information.

Background:

The project goals are:

- Replace the existing sewer and water utility infrastructure in the Village of Haines Junction which is at the end of its useful life.
- As the underground utilities are in need of replacement, the roads and ditches will be reconstructed in conjunction with the excavation.

The request is based on the priority list in the October 2016 preliminary design completed by Associated Engineering.

Buried water and sewer infrastructure in the community dates back into the early 1960's. These early underground utility pipes are the focus of this project as they are in poor condition and nearing the end of their useful life. The deteriorating condition of the infrastructure leads to failures, impacting the village's normal operations and maintenance. These older sections include mainly asbestos concrete sanitary collection pipe and HDPE water pipe.

The reconstruction of Haines Junction's buried services is being managed on a phased approach, prioritized by the significance of defects in the infrastructure. The poor condition of the sanitary main has been identified by the Haines Junction Public Works department as a main concern.

The February 2016 sanitary assessment completed by Associated Engineering confirmed their concerns and the identified the areas with major defects.

Road infrastructure is generally in good condition; however, replacement of water and/or sanitary infrastructure will require rebuilding of the overlying road structures.

The costs of operating the infrastructure will continue to rest with Village of Haines Junction (VoHJ). The operational and maintenance costs will decrease with the new infrastructure. The VoHJ is responsible for the O&M costs and have reviewed the preliminary report and associated O&M costs and are in agreement moving forward.

**Report to Council
Village of Haines Junction
January 11, 2023**

Current Status:

- Phases 1 & 2 completed
- Phase 3 currently underway – ICIP Approved – delays do not impact phase 4.
- Phase 4 has a conceptual design and will be designed this coming year and is planned for implementation in 2024-5. ICIP funding (\$10m) has been earmarked for this phase, but the ICIP application will be submitted once more detail is known, via conducting detailed design. Within phase 4 there is the intention to build up lots 9,10,11,12 of Steele street (this is the west end of Steele street) so that they are able to be developed, similar to the lots that have just been developed between Bates and Karman, this is to make the best use of the excavated material.
- Phase 5 is in discussion, but full detail and intended scope/area is unclear and no dedicated funding has been identified. ICIP funding fully subscribed and not accepting new projects. It is on YG's list of identified projects without funding.

Conclusion:

Council by reviewing this report will be exercising their oversight role on this matter.

Prepared by

Tracy Thomas CAO

**Report to Council
Village of Haines Junction
January 11, 2023**

RE: Area 1 Master Plan

Recommendation:

That Council , by resolution, approves the Government of Yukon proceeding with the next steps in the land development process.

Background:

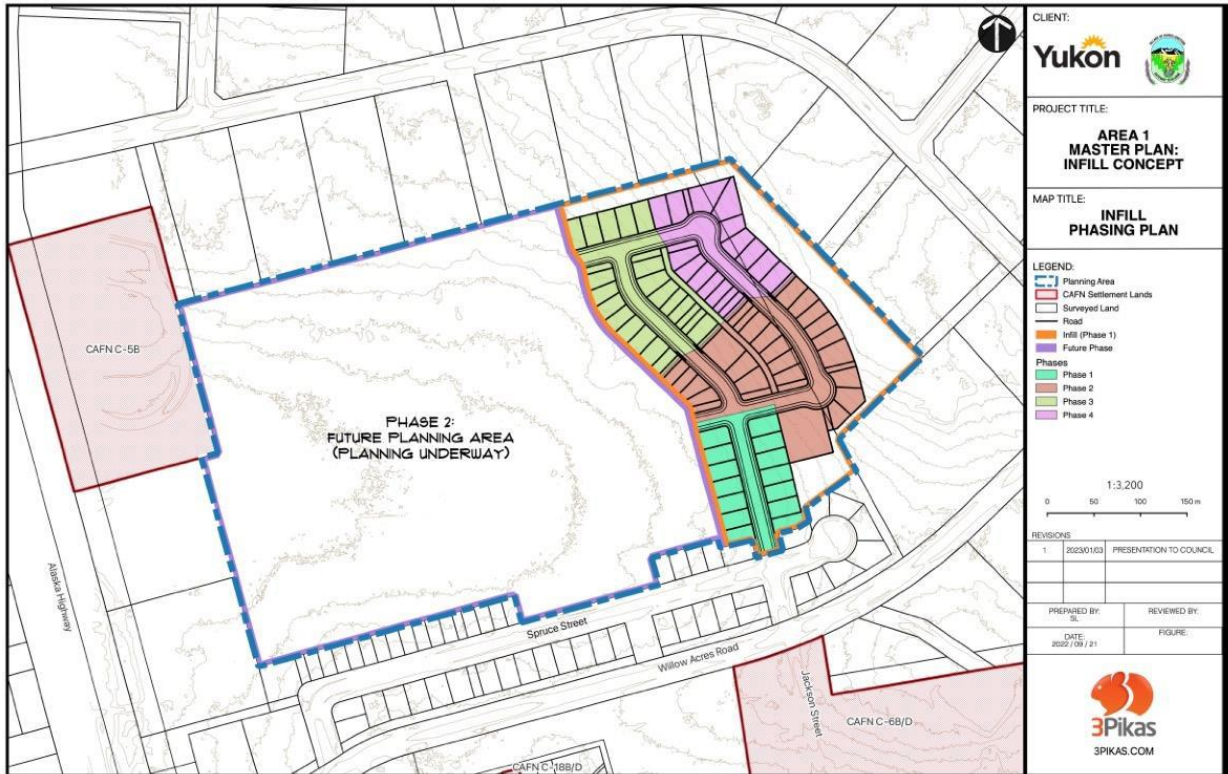
The proposed Area 1 Infill development is located North of Spruce Street and forms a component of the broader Willow Acres Subdivision Plan Area. The Area 1 Infill Concept Brief is submitted as part of the Area 1 Master Plan. It provides planning and design direction for the implementation of the vision and intent of the neighbourhood and serves as a supplement to the Village of Haines Junction OCP and 2009 Willow Acres Country Residential Expansion and Residential Infill YESAB application report.

In 2009, planning work was completed for the eastern portion of the study area and assessed by YESAB under Willow Acres Country Residential Expansion and Residential Infill Projects. The Willow Acres Country residential lots were developed and sold. However, the Phase 2 urban residential infill lots described in this plan have not been built. The Infill Lot area is approximately 8.5 hectares, whereas the Future Planning area is approximately 19 hectares.

The proposed development concept provides a variety of residential lot sizes and housing types to cater to the diverse housing needs of the community, such as duplexes and multi-units. Small lot sizes create a house scale that fits seamlessly with the existing housing stock on Spruce Street. Varying lot sizes, blended densities, and compatible forms encourage a mix of socioeconomic households and provide solutions along a spectrum of affordability to address the mismatch between the available Haines Junction housing stock and prices combined with shifting demographics and the growing demand for walkability and recreation.

Construction would be phased out over four phases which are estimated to be completed over 5 years. 12 single-family lots available after year 1 of construction. 22 single-family lots and 1 multi-family lot would be available after year 2 of construction. 21 single-family lots would be available after year 4 of construction. Finally, 16 single-family lots would be available after year 5 of construction.

**Report to Council
Village of Haines Junction
January 11, 2023**



Conclusion :

Council, by reviewing this report, and providing recommendation through resolution will approve the Government of Yukon's Land Development Department to proceed with the next steps in the land development process.

Motion:

That Council accept the "Area 1 Master Plan – Infill Concept Brief and Preliminary Engineering Report" as the preferred development concept for this location and request that the Government of Yukon proceed with the next steps in the land development process, based on this final report, which are detailed design and phased construction.

Prepared by

Tracy Thomas CAO

**Report to Council
Village of Haines Junction
January 11, 2023**

RE: RFP Recreation Needs Assessment Award

Recommendation:

That Council , by resolution, award Expedition Management Consulting Ltd. The contract to perform the Village of Haines Junction Recreational Needs Assessment.

Background:

In November 2022 the Village of Haines Junction solicited proposals from professional qualified consultants for the development of a comprehensive Community Recreational Needs Assessment. The Needs Assessment will be used to guide the long-term and future needs of recreation in the Community of Haines Junction and will be done in consultation with the Village of Haines Junction and Champagne and Aishihik First Nations.

The RFP closed January 4th, 2023 and had two submissions, both within budget. A proposal review committee consisting of two staff and one council member assessed the two submissions utilizing the criteria and weighting schedule outlined within the Request for Proposals. Expedition Management Consulting Ltd. Scored highest in the review, and all reviewers were confident that they would be able to provide a very strong final outcome.

Project Understanding	30%
Expertise of Firm, Consulting Team and Commitment of Firms Resources	25%
Implementation Plan and Timeline	20%
Project Cost	25%
Total	100%

Conclusion:

That Council, by reviewing this report, and providing recommendation through resolution will direct administration to finalize the program agreement.

Motion:

That Council award the Recreation Needs Assessment Contract to Expedition Management Consulting Ltd. For the quoted price of \$70, 600 plus GST. Council notes that any changes to this amount that exceed 10% of the approved budget will require Council approval.

Prepared by

Tracy Thomas CAO



January 4th, 2023

Mayor & Council
Municipality of Haines Junction, Yukon Territory

The Haines Junction Community Association in collaboration with 535902 Yukon Inc wishes to request support from Mayor and Council for an application for funding.

This collaboration is applying for funding to build a community building that would help the community expand and grow. The construction of the building will be done on private land owned by 535902 Yukon inc and located on the Alaska Highway in the center of town.

This physical space will give the St Elias Senior Society as well as Haines Junction Youth groups a home to provide programs & services. The senior society has to find a new home to grow into a bigger space in order to accommodate new health recommendations when needed.

The Youth programs in Haines Junction have no definitive space to use and so are constantly being bumped out of one space and moved into another. A consistent space would be most welcome in order to offer regular programs for the young and growing population of Haines Junction.

These 2 programs and trusted groups that have been going for a number of years in the Yukon, are sustainable and have access to diverse resources for funding.

The intergenerational aspects of moving forward with the partnering of the 2 groups is innovative and foster a mentoring, knowledge sharing and care for each other that is so important for our rural towns. With also having business spaces accessible, it brings more business sustainability options, services for wellness, consistency and service sustainability. This project will bring diversity and innovation to the community of Haines Junction, maximize secondary benefits, attract investment and help balance socio-economic interest in the municipality.

We wish to acknowledge that this project would not duplicate any of the potential recreation projects the municipality may want to undertake. Our Business-Wellness focus is not intending in using active recreation activities as a sustainable part of a long term plan. Local businesses, Artisans, Farmers or anyone looking for a commercial storefront is more what we will focus on as well as offering a place to visit and gather as a community.

Signed from representatives of both parties on January 4th, 2023;

Isabelle Piché,
Haines Junction Community Association

Jeramie MacElheron,
535902 Yukon Inc, Co-Owner

Patty Moore,
Haines Junction Community Association

Allan "Duff" MacElheron,
535902 Yukon Inc, Co-Owner

Municipal Accounts Payable to January 11, 2023

<u>Cheque No.</u>	<u>Name</u>	<u>Amount</u>	<u>Department</u>	<u>Description</u>
Transfer	Payroll Account #4305418	\$ 31,799.36	Administration	Net Pay - Pay Period 26
		\$ 5,115.04	Administration	RRSP Contribution - Pay Period 26
		\$ 480.21	Administration	Union Dues December 2022
		\$ 14,827.49	\$ 52,222.10	General Receiver December 2022
	Visa Transfer	\$ 1,619.21	Administration	Adobe, postage, memberships, supplies, AYC travel
		\$ 102.93	Arena	Christmas decorations, foosballs
		\$ 332.58	Convention Centre	Thermometer, christmas decorations,
		\$ 1,148.82	Legislative	AYC travel, Open House food & beverage
		\$ 669.23	Public Works	Filters, gloves, Led lights, shop supplies
		\$ 1,326.94	\$ 5,199.71	Water and Sewer Sodium Hypochlorite, primer, pipes, cement
27306	Petty Cash - Yari Izigzon	\$ 1,023.30	Recycle Centre	Recycling Refundables
27307	15042 Yukon Inc. o/a Grime Stoppers Janitorial	\$ 288.23	Convention Centre	Tablecloths dry cleaning
27308	44478 Yukon Inc.	\$ 1,260.00	Administration	Network support December 2022
27309	535561 Yukon Inc.	\$ 918.75	Administration	Staff holiday party catering
27310	Big Bud Contracting	\$ 1,863.75	Landfill & Recycling	Recycling December 2022
27311	CMP Engineering	\$ 4,456.12	Capitol Projects	Water Reservoir & Pump System
27312	Federation of Canadian Municipalities	\$ 299.58	Administration	Annual membership
27313	Jacobs Industries Limited	\$ 622.13	Water and Sewer	CO2
27314	Ketchum Manufacturing Inc.	\$ 227.48	Animal Control	Dog tags 2023
27315	Kusina Gracia	\$ 2,415.00	Legislative	Open House 2022
27316	M&D Services	\$ 137.81	Administration	Staff holiday party 2022
27317	Northwestel	\$ 430.53	Administration	December 27, 2022 Billing
		\$ 49.14	Arena	December 27, 2022 Billing
		\$ 98.29	Convention Centre	December 27, 2022 Billing
		\$ 715.27	Fire Department	December 27, 2022 Billing
		\$ 49.14	Mezzanine	December 27, 2022 Billing
		\$ 57.57	Recycling Centre	December 27, 2022 Billing
		\$ 590.07	Water and Sewer	December 27, 2022 Billing
		\$ 99.54	\$ 2,089.55	Gst December 27, 2022 Billing

* Denotes an item not directly funded by the Village

**Grant funded

Municipal Accounts Payable to January 11, 2023

27318	Parkland Corporation		\$	1,428.36	Public Works	Gas
27319	NU Maintenance		\$	1,511.00	Water and Sewer	Operational assistance December 2022
27320	Superior Propane		\$	2,398.84	Public Works	Propane December 2022
27321	The Plumbineers		\$	1,298.23	Convention Centre	Replaced boiler fan motor
27322	Thomas, Tracy		\$	143.40	Administration	Staff holiday party 2022 supplies
27323	Tomlin Bruce		\$	167.64	Fire Department	Office supplies
27324	Top Spot Ltd.		\$	2,141.47	Public Works	Gas and Diesel
27325	Xerox Canada Ltd.		\$	174.33	Administration	Photocopies
27326	Yukon Service Supply Co.	\$	144.34		Arena	Bleach, trash bags, dust pan & broom
		\$	566.69	\$	711.03	Water and Sewer Sodium Hypochlorite
Municipal Accounts Payable			\$	82,997.81		

* Denotes an item not directly funded by the Village

**Grant funded

**Report to Council
Village of Haines Junction
Open Meeting
January 11, 2023**

RE: 2022 Haines Junction Recycle Centre Donated Refundables Fund Distribution

Recommendation

That Council adopt a resolution awarding the distribution of the 2022 Donated Refundables Fund to eligible community groups.

THAT the Council for the Municipality of Haines Junction evenly distribute the \$4927.15 of Donated Refundables Fund monies collected at the Haines Junction Recycle Centre during 2022 to the following eligible community groups:

- *Creative Junction Collective*
- *Junction Arts and Music*
- *Romp n Run*
- *SECS Graduation Class of 2023*
- *St. Elias Cross Country Ski Club*

Background

On November 25, 2020, Council adopted the Village of Haines Junction Donation of Refundable Items Policy #31-20, which defines the process for distributing the refund money collected from the donation of refundable items at the Haines Junction Recycle Centre.

Distribution of Donated Refundables Fund Process

Yari Izigzon (Corporate Administrator) and Ellen Stutz (Receptionist) were designated to sit on the Donated Refundables Fund Application Review Board by the Chief Administrative Officer.

The Village advertised the opportunity to apply for funding from the Donated Refundables Fund from December 12, 2022 – January 3, 2023.

On January 06, 2023 the Board reviewed the five applications received. The Board unanimously agreed that all applicants were eligible community groups.

Conclusion

By distributing the 2022 Donated Refundables Fund monies to the eligible community groups, Council will be supporting recreational, artistic, and cultural programming in our community.

Prepared by

Yari Izigzon,
Corporate Administrator