

**Village of Haines Junction
Regular Council Meeting Minutes
January 10, 2024**

Present:
Deputy Mayor Strand
Councillor Maynes (via zoom)
Councillor Nassiopoulos

Absent:
Councillor Charlebois
Mayor Tomlin

A/CAO Istchenko, Recorder Ogden

Call to Order

The meeting was called to order at 7:01pm

Acknowledgement of Champagne and Aishihik First Nations Traditional Territory

Deputy Mayor Strand acknowledged that we are on the traditional territory of the Champagne and Aishihik First Nations

Adoption of Agenda

#1-24 It was moved and seconded

THAT the agenda be adopted as amended with the following additions:

- A motion will be made to hold an in camera meeting discussion at the end of today's meeting.

Motion #1-24 was **CARRIED**.

Declaration of Pecuniary Interest

Adoption of Minutes of Regular and Special Council Meetings

Council Meeting Minutes December 20, 2023

#2-24 It was moved and seconded

THAT the minutes of the regular Council meeting of December 20, 2023 be adopted as amended

- The Traditional Territory acknowledgement was made by Deputy Mayor Maynes.
- Correct the typo on the bottom of Page 9 -- change area to are.

Motion #2-24 was **CARRIED**.

Proclamations

Delegations

Public Hearings and Public Input Sessions

Old Business

KMBF Camping Permit

Materials provided: RTC - KMBF

A/CAO Report:

- RTC summarizes the bylaw and the process to apply for a camping permit.
- KMBF has made the same request as they have made for the last couple of years.
- Administration recommends approval of the request.

Discussion:

- No discussion

#3-24 It was moved and seconded

THAT the request from the Yukon Bluegrass Society for a camping permit on the grounds of the St. Elias Centre and Community Hall parking lot for 25 self-contained units during the 2024 Kluane Mountain Bluegrass Festival is approved.

Motion #3-24 was **CARRIED**.

New Business

Accounts Payable to January 10, 2024

Materials provided: Municipal Accounts Payable to January 10, 2024

Discussion:

- No discussion

#4-24 It was moved and seconded

THAT the Municipal Accounts Payable to January 10, 2024 be approved as presented.

Motion #4-24 was **CARRIED**.

Annual Tenders

Materials provided: RTC Annual Tenders

Corporate Manager Report:

- Last year we issued 6 tenders and received a total of 9 bids.
- This year we standardized the tender packages and issued 10 packages in total. We did a bit more to communicate the opportunity to bid – we sent a total of 44 letters to companies in our business directory and posted public notices per the procedures that were approved by Council before the holidays.
- We received a total of 16 bids. Three of the tenders received no submissions.
- Except for the third-party equipment rental and carpentry labour – where we are proposing to award tenders on an as needed, lowest bid an availability basis – we propose awarding the tenders to the lowest bidder.
- We believe our efforts to enhance communications resulted in us receiving more bids this year.
- We also feel that by standardizing the tender packages, that the Village is in a better position to deal with any disputes that may arise out of the tendering process.
- For the 3 tenders where we received no submission, we recommend that we proceed with hiring available contractors on an as needed basis. And if there is more than one contractor available, we would request quotes and hire the contractor with the best rate.

Discussion:

- No discussion

#5-24 It was moved and seconded

THAT Administration proceed to establish contracts with the successful bidders as recommended in the January 10, 2024 Report to Council.

Motion #5-24 was **CARRIED**.

Board of Variance Personnel Search

Materials provided: RTC Board of Variance Personnel Search

Corporate Manager Report:

- We received an application for a variance to the Zoning Bylaw for a property on Spruce Street.
- We need to establish the required governance structure (per the Bylaw) to review this application.
- The last time a Board of Variance was established was to review an application that was submitted in 2021. At that time, Council passed a motion establishing the terms of reference, and membership criteria, for the Board of Variance.

- A Candidate search was advertised and four members were appointed for a 1-year term starting on August 30, 2024.
- We reached out to these four members to see if they would be willing to sit another term. One member, Elodie Dulac, confirmed her interest and availability to sit another term. Another member, Travis Bernard, offered to be an alternate.
- This RTC proposes two options for how we could proceed to identify the additional members we need to constitute the board
 1. Identify two additional members by sending out personal invitations to residents recommended by Council
 2. Amend the Bylaw or alter the Terms of Reference to expand the conditions for membership on the Board.
- However, just today two community members approached the Village to put their names forward to participate on the board – Lynn Iler and Patty Moore.
- If Council is comfortable with appointing Elodie Dulac, Lynn Iler and Patti Moore as members and Travis Barnard as an alternate member, we would be able to constitute a Board of Variance to review the application.

Discussion:

- What would amending the Bylaw or altering the Terms of Reference to expand the conditions for membership on the Board look like?
 - Currently our Bylaw enables one Council Member to sit on the Board. Expanding this to two or more could be an option. We looked at membership rules in other Communities, and found it was unusual for Council or Staff to sit on the board. Another option is to expand the conditions for membership and allow residents from outside the community, or residents that have lived here for less than 3 years, who are not currently able to sit on the board, to be able to be members.
- Was the advertisement done in sync with our new approach for sending out information? A little concerned over the lack of response as it feels a little bit like apathy.
 - Yes, it was circulated per our new administrative procedures for communicating public notices. The response may have suffered from the timing – the call for applications was open from December 6 to 22nd, which is when folks are busy leading up to the holidays.

#6-24 It was moved and seconded

THAT a Board of Variance be established by retaining Elodie Dulac, appointing Travis Bernard as an Alternate, and appointing Lynn Iler and Patty Moore.

Motion #6-24 was **CARRIED**.

Bylaws – Reports, Readings and Adoption

Bylaw 406-23 Urban Electrification Program Application – 3rd Reading

Materials provided: Bylaw 406-23 Urban Electrification Program Application

A/CAO Report:

- This is the bylaw to institute a local improvement charge related to the application under the Urban Electrification Program.
- The first and second reading took place at the last Council Meeting.
- Applicants came in this week to sign their agreement accepting the terms of repayment.
- Passing third reading will give the authorization to ATCO to go ahead with the electrical installation.

Discussion:

- Need to change date from 2023 to 2024 in signature block

#7-24 It was moved and seconded

THAT Bylaw 406-23 be read for a third and final time on January 10, 2024 with the amended date on the enactment of 2024

Motion #7-24 was **CARRIED**.

Correspondence

Letter from Source Motors

Materials provided: January 8, 2024 Letter

Discussion:

#8-24 It was moved and seconded

THAT the letter be received and filed and be brought forward for consideration during future landfill discussions.

Motion #8-24 was **CARRIED**.

Council Reports

Councillor Maynes

- Wished Happy New Year
- Nothing to report

Councillor Nassiopoulos

- Wished Happy New Year
- Nothing to report

Councillor Strand

- Acknowledgement and kudos to staff who did all the work hosting activities at the Arena over the holidays.

Questions from the Public

- Jenna Rooney shared that Economic Development is hosting its 2nd Annual Funders Meet and Greet on Feb 28, 2024. The Event will take place at the Kwanlin Dun Cultural Centre in Whitehorse. The purpose of the event is to provide an opportunity to learn about the different resources and funding programs offered by YG and partners. The event is open to all including Municipal Governments, First Nations entities and governments, not-for-profits and businesses and individuals. The event is free, and will include information on different funds – what the fund is, how to apply, how to write a successful application, etc. More information is available here [Facebook event page](#)

Motion to Close Meeting to the Public

#9-24 It was moved and seconded

THAT the meeting goes in camera at 7:25pm.

Motion #9-24 was **CARRIED**

NOTE: An internet outage resulted in a loss of Internet access at 7:44.

The internet outage persisted for the remainder of the meeting.

Councillor Maynes joined by phone.

Motion to Open Meeting to the Public

#10-24 It was moved and seconded

THAT the meeting come out of camera at 7:48pm.

Motion #10-24 was **CARRIED**

#11-24 It was moved and seconded

THAT the village of Haines Junction sell the 1987 fire pumper truck to CAFN for \$1.

Motion #11-24 was **CARRIED**

Adjournment

#12-24 It was moved and seconded
THAT the meeting be adjourned.

Motion #12-24 was **CARRIED**

Meeting adjourned at 7:49 pm.



Mayor Bruce Tomlin



CAO David Fairbank

