

**Village of Haines Junction  
Regular Council Meeting Minutes  
August 14, 2024**

Present:  
Mayor Tomlin  
Councillor Strand  
Councillor Charlebois

Absent:  
Councillor Nassiopoulos

CAO Fairbank, Recorder Ogden

**Call to Order**

The meeting was called to order at 7:02 pm

**Acknowledgement of Champagne and Aishihik First Nations Traditional Territory**

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

**Adoption of Agenda**

#222-24 It was moved and seconded

**THAT** the agenda be adopted as amended

- Add an additional issue to the in-camera discussion

Motion #222-24 was **CARRIED**.

**Declaration of Pecuniary Interest**

**Adoption of Minutes of Regular and Special Council Meetings**

Council Meeting Minutes July 24, 2024

#223-24 It was moved and seconded

**THAT** the minutes of the regular Council meeting of July 24, 2024 be adopted as amended.

- Page 7 incorrect statement in parentheses – revise by removing qualifier in parentheses

Motion #223-24 was **CARRIED**.

**Proclamations**

## Delegations

### BGC Yukon

*Delegate:* Lindsay Cornell

#### *Presentation:*

- CAO started by indicating that BGC Yukon submitted a report in November 2023 that summarized the 2023 Summer Youth program that was not shared with Council earlier. This report is included later in the Council package under Correspondence.
- Shannon Maloney from CAFN, a key partner in the youth programming, and Isabelle Piché, support staff, were unable to attend this evening.
- Thanks were expressed for Council's support for BGC Yukon programming in Haines Junction.
- The purpose of today's delegation is to talk about funding ask that was submitted earlier that was not approved by Council. Council expressed reasonable concerns and questions around the ask that BGC Yukon would like to address.
- BGC Yukon and CAFN have sustained a 7-year partnership to meet a need for youth recreation in Haines Junction. Work has included surveys and camps and now work in the school.
- Ideally capacity will be built within the community to lead this programming, and the community won't need BGC Yukon's help anymore.
- All staff are from Haines Junction and are very committed to the programming. This has contributed to continuity in the relationship and programming that isn't often seen elsewhere.
- BGC Yukon is here by invitation – if needs of young people are being met elsewhere and BGC Yukon is no longer needed in Haines Junction, this is a win for BGC Yukon.
- Vision is for youth to: be thriving in the community, have access to programming to support their growth and success in the community, be developing their confidence, and have improved prospects for a positive future.
- Funding received from Yukon Department of Justice acknowledges the importance of youth recreation programming to crime prevention.
- Looking to create a shared financial and leadership model among BGC Yukon, CAFN, VHJ, YG - Justice and the school for youth recreation in the community so each key partner has ownership over the program and move forward together. A shared model also benefits youth as it ensures young people can access every program that is offered.
- The support from the Village has been significant to what has been achieved – the youth programming that has taken place wouldn't have been possible without this support.
- BGC Yukon agrees with the Village that the Village should receive a report on programming once the programs are complete.
- BGC Yukon does parent and community surveys at the end of all programming to ensure they are getting feedback and are accountable.
- Program integrates literacy, physical literacy, intergenerational learning, land-based learning.
- The camp has run for 3 months at a time – over those 3 months:
  - 35,000 contact hours
  - serving 2000 meals and 6000 snacks that youth participate in making
- Can take up to 80 youth per day based on current staffing ratios and would love to expand on this. Participation was 35 on average in 2023 and 50 on average in 2024

- Want to increase land and overnight opportunities. This year youth were taken to Whitehorse, Long Ago People's place, etc.
- creating opportunities for youth employment
- Formally withdrawing earlier ask. Plan to bring forward a new ask.
- Relationship development amongst the partners has been a very positive outcome of the programming to-date.
- Local, grassroots organization with a local Board.
- Last day of camp on Friday – will follow up with a report. Council is warmly invited to come to Pine Lake for end-of camp BBQ.

*Discussion:*

- Given the large number of First Nation youth participation in the programming and the CAFN partnership, does BGCYukon have a reconciliation plan? Have staff participated in Yukon FN101 training? What is happening locally, in Haines Junction, towards reconciliation?
  - Staff take FN101 and the Blanket Exercise
  - The local BGCYukon organization is advised by Elders Jesse Dawson, Georgina Low and Roy Frazier
  - Nationally the organization is working on a Truth and Reconciliation policy
  - ED has worked closely with Friendship Centres since 2003 including a stint as a board member with the Skookum Jim Friendship Centre in Whitehorse.
  - BGCYukon doesn't have a fully developed local reconciliation plan – this is an area of development.
- Youth over age 12 aren't as engaged in BGCYukon programming as the younger age groups. Would like to see what could be done to target this group in summer, year-round. Would like to see this in proposal that comes forward.
- There was very good communication with parents this year on what the camp was doing which was appreciated.

Missing water/sewer curb stop at 156 Alsek Crescent

*Delegates:* Rune and Amelia Monstad

*Presentation:*

- Rune and Amelia are homeowners who purchased house at 156 Alsek Crescent, along with the lot next door at 154 Alsek, in 2022. The lots were never amalgamated.
- They bought the lot with the understanding that the lot would have water and sewer services as the subdivision is serviced.
- They recently learned there is no water and sewer curbstop on the undeveloped lot.
- Would like to build on this lot and need to connect to the service. As this lot is within town, they can't put in a septic system like they could in Willow Acres.
- Others in town have purchased two lots that seem to both be serviced.
- Have been involved in Zoning Bylaw discussions and excited to be able to take advantage of new opportunities.
- Doesn't seem fair to have to put in service that all other neighbours have.

- Asking Village to consider paying for some or all of putting this service in as it is a large cost for a homeowner to bear and a big hurdle in the way of developing the lot.
- It isn't clear why this happened and why the lot was missed when services were put in 30 years ago.

*Discussion:*

- This has come up in other areas in the community; this situation is not unique to this lot.
- Will ask staff to review what has been done in the past to inform what Council can do in response to this request.
- What is the timeframe for hoping to develop?
  - Were hoping to have this done before the end of summer, realize this may not be realistic but would like to have something there sooner or later.

**Public Hearings and Public Input Sessions**

**Old Business**

RTC Zoning Bylaw

*CAO Report:*

- Request deferral of third reading of Zoning Bylaw to allow staff to send notifications to residents affected by changes that came up during second reading, specifically to:
  - notify owners of Tourist Commercial lots off the highway frontage in the downtown core and on the highway west of the junction that zoning on most of these lots will be changed to Mixed Commercial
  - notify owners of lots in Industrial and Tourist Commercial lots on the highway frontage that have residences larger than 1,076 ft of requirements for re-building should a total-loss fire occur
  - notify owners of full-home, owner-absent short-term rentals that these businesses will no longer be permitted
  - notify owners of single-family dwellings on lots zoned Mixed Commercial or Tourist Commercial that continued use of the property for this purpose without 'legally non-conforming status' will be permitted through an exemption, and exempted properties will be listed in the bylaw.

*Discussion:*

- Is Council ok with including a list of exempted properties in the bylaw?
  - Yes Council is ok with including a list.
- What if someone who should be on the list of exempted properties in bylaw is missed? Is there a way of amending this list without reopening the bylaw?
  - It is likely that some property will be missed
  - It is a low risk as the bylaw wouldn't be used to prevent someone from rebuilding after a total loss fire if they were missed
- Should a statement to this effect be added to the bylaw?

- Our Contractor recommended against this as intention statements are not appropriate to include in a bylaw
- Council could pass a motion to state this intention as a motion would carry the same weight as putting an intention statement within the bylaw.
- Is this effectively spot zoning? And if so, why are we not offering this to everyone in town? Why are we just offering this to those in a selected area of Tourist Commercial?
  - Desire to ensure no one is worse off by the Zoning Bylaw, and to bring people closer into conforming and make it easier for folks to sell their lots.
- The same argument could be made for the Light Industrial lots. They too would like an exemption that would allow them to rebuild with insurance funding following a total loss fire.
  - Single family dwellings have never been allowed in light industrial, but they are in mixed commercial.
    - This is not the case; single family dwellings were permitted in light industrial at one time.
    - At the time when many bought lots in the Industrial area and built residences, Willow Acres was not yet developed.
  - Some industrial properties are conforming, and some are not. Could include language to remove maximum house size for those who are currently conforming e.g. they have a residence that is larger than the proposed maximum house size (and is currently allowed) and is secondary to an industrial use.
    - Council asked for this idea to be run past our Contractor.
- How are short-term rentals (STRs) addressed in the latest draft of the zoning bylaw?
  - STRs will be addressed in a separate bylaw
  - Presently, the zoning bylaw indicates that the principal residence of the operator of a STR must be located on the same property. The bylaw further indicates that an operator of a STR is exempted from this requirement if the Village grants a valid Business License giving permission to operate notwithstanding the principle residence requirement

#224-24 It was moved and seconded

**THAT** the RTC on the Zoning Bylaw be received and filed.

Motion #224-24 was **CARRIED**.

#### RTC Donation of Refundable Items Policy #31-20 Amendment

##### *Policy/Comms Manager Report:*

- In January Council passed a motion to extend the application deadline further into the new year to allow community groups more time to apply.
- In the current policy, the deadline for applications is required to be no later than December 31 of each year. This has been amended to January 15 of the following year.

##### *Discussion:*

- Is an amended policy given a new number, or is it the original number and listed as amended?

- Staff will look into this.

#225-24 It was moved and seconded

**THAT** the amended policy be accepted as presented.

Motion #225-24 was **CARRIED**.

## **New Business**

### Accounts Payable to August 14, 2024

Materials provided: Municipal Accounts Payable to August 14, 2024

#### *Discussion:*

- The CAO provide an explanation of the Citation Canada expense. This subscription will provide access to HRDownloads service including HR technology, HR content and HR support.

#226-24 It was moved and seconded

**THAT** the Municipal Accounts Payable to August 14, 2024 be approved as presented.

Motion #226-24 was **CARRIED**.

### RTC Tipping Fees

#### *Policy/Communications Manger Report:*

- The purpose of this report is to introduce the Tipping Fees Bylaws, which are included later in the Council package for first and second reading.
- The Village signed an Interim Regional Waste Management Agreement with Yukon government. Under this agreement we have agreed to develop a waste management bylaw that establishes sorting requirements and tipping fees.
- The Waste Management Cost Recovery and Sorting Requirements Bylaw describes the process for calculating tipping fees, which is proposed to be recalculated annually during budget season.
- An Amendment to the Consolidated Municipal Fees Bylaw has been drafted that proposes tipping fees for FY 2025 based on the process outlined in the above-mentioned bylaw.
- A comparison of tipping fees across the Yukon is attached to the RTC for information, noting Haines Junction is the only community without tipping fees at this time.

#### *Discussion:*

- The bylaws will be discussed in detail later in the agenda

#227-24 It was moved and seconded  
**THAT** the RTC be received and filed.

Motion #227-24 was **CARRIED**.

## **Bylaws – Reports, Readings and Adoption**

### Bylaw #412-24 Municipal Election Bylaw – Second and Third Reading

#### *CAO Report:*

- A few changes were made since the first reading:
  - Paulette Shatz has accepted the position of Returning Officer (RO)
  - The number of hours for the RO were increased from 40 to 60, since 56 hours were required by the RO in the last election
  - The RO recommended increasing polling clerk wage to \$30/hour and \$35/hour to match the payscale in the most recent CAFN election

#### *Discussion:*

- Council had no concerns with the changes made since first reading.

#228-24 It was moved and seconded  
**THAT** Bylaw #412-24 Municipal Election Bylaw be deemed read on August 14, 2024 for a second time.

Motion #228-24 was **CARRIED**.

#229-24 It was moved and seconded  
**THAT** Bylaw #412-24 Municipal Election Bylaw be deemed read for a third time and adopted on August 14, 2024.

Motion #229-24 was **CARRIED**.

### Bylaw #414-24 Council Remuneration Bylaw Bylaw – First and Second Reading

#230-24 It was moved and seconded  
**THAT** Bylaw #414-24 Council Remuneration Bylaw be deemed read for a first time on August 14, 2024.

Motion #230-24 was **CARRIED**.

#231-24 It was moved and seconded

**THAT** Bylaw #414-24 Council Remuneration Bylaw be deemed read for a second time on August 14, 2024.

Motion #231-24 was **CARRIED**.

Bylaw #415-24 Waste Management Cost Recovery and Sorting Bylaw – First Reading

*CAO Report:*

- The intention of this Bylaw is to balance revenues and expenditures at the landfill so the landfill neither makes a profit nor costs the taxpayer money.
- Have attempted to reflect actual costs in the tipping fee schedule.
- As we start tracking what goes into the landfill, we will have better data to estimate costs.

*Discussion:*

- Council would like to do first reading tonight and not second reading to give the public a chance to review the fee schedule.
- Why is household garbage singled out and noted in the S6. of the bylaw but not other types of garbage?
  - Feels like we are targeting households the way it is written and not anyone else.
  - This is specified for the purpose of indicating that a reduced rate will be provided by purchasing bag tags at the office
  - Would like to see specific mention of other categories of waste in the bylaw as opposed to including this in an Appendix. An appendix isn't considered "law"
  - Sorting requirements could be moved into the text of the bylaw instead of being put into an Appendix.
- Need to empower staff to ban a user if a user is routinely not meeting sorting requirements.
- Would like to give a preferential rate to local contractors over an out-of-province contractor who underbid a local contractor.
- Contracts with agencies that are flat fees based on estimated weight/volumes would be retained going forward but would be renegotiated based on tipping fee schedule.
  - Need to give authority in bylaw to negotiate this.
  - Might get pushback if agencies are not following the same schedule as the rest of the public.
  - Employees could take their garbage to work to get out of paying for fees.
  - Agency contracts should be reflective of what is actually entering the landfill.
  - Agencies should have to meet sorting requirements same as everyone else.



#232-24 It was moved and seconded

**THAT** Bylaw 415-24 Waste Management Cost Recovery and Sorting Requirements bylaw be deemed read for the first time on August 14, 2024.

Motion #232-24 was **CARRIED**.

Bylaw #416-24 Consolidated Fees Bylaw (Tipping Fees) – First Reading

*CAO Report:*

- Best attempt made to set fees based on anticipated costs.

*Discussion:*

- If someone was trying to budget, a cubic meter is difficult to visualize. Is there a way to make this more obvious?
  - The top of the page provides volume visualizations
  - Will place a water cube by the booth as a visual of what a cubic meter is.
- How does this compare to other municipalities?
  - On some items we are higher, on some items we are the same, on other items we are lower.
  - A cost comparison spreadsheet was included earlier in the Council package that shows what the tipping fees are at all the other landfills in Yukon.
- Why is there a discount for covered loose loads?
  - This is to avoid plastic and garbage blowing out of the back of a vehicle and winding up on the highway.
  - Whitehorse has this as a requirement; folks showing up with open loads are charged an extra fee.
- Can we still get money back from YG for bringing in a battery? Are we making money on this?
  - Will double check to see if we are reimbursed for batteries
- Faro is 500/m<sup>3</sup> for asbestos, we are 90/m<sup>3</sup>
  - This reflects the fact that Faro would prefer to not receive asbestos.
  - Our costs are comparable to City of Whitehorse
- Council would like staff to share the comparison table with package that goes out to the public.
- Council would like staff to remind the public that our hand was forced; we are the only community without fees and we will get waste from all around the Yukon if we don't set tipping fees.
- Indicate that compost will soon be accepted.
- Should the fees differ for unsorted residential vs unsorted construction waste?
- Vehicles – distinguish costs for vehicles that are drained of fluids and have tires and batteries removed and just need to be flattened from vehicles that need this work done.

#233-24 It was moved and seconded

**THAT** Bylaw #416-24 Consolidated Municipal Fees Bylaw Amendment #7 be deemed read for the first time on August 14, 2024.

Motion #233-24 was **CARRIED**.

#234-24 It was moved and seconded

**THAT** Administration be directed to initiated a public engagement on the proposed tipping fee bylaws

Motion #234-24 was **CARRIED**.

## **Correspondence**

Correspondence from BGC Yukon Sunshine Camp

Materials provided: Summary Report and Financial Report

*Discussion:*

#235-24 It was moved and seconded

**THAT** the report be received and filed.

Motion #235-24 was **CARRIED**.

## **Council Reports**

Councillor Strand

- Nothing to report

Councillor Charlebois

- Met yesterday with MP Brendan Hanley for an informal discussion on what is happening in the community

Mayor Tomlin

- Also attended meeting with MP Brendan Hanley for a short discussion on the basics of the community.

## **Questions from the Public**

- Serious concerns with tipping fees, will send in writing.

#### **Motion to Close Meeting to the Public**

#236-24 It was moved and seconded

**THAT** the meeting be closed to the public at 8:44pm.

Motion #236-24 was **CARRIED**.

#### **Motion to Reopen Meeting to the Public**

#237-24 It was moved and seconded

**THAT** the meeting be reopened to the public at 11:08 pm

Motion #237-24 was **CARRIED**.

#238-24 It was moved and seconded

**THAT** the meeting be extended beyond 9 pm.

Motion #238-24 was **CARRIED**.

#239-24 It was moved and seconded

**THAT** Administration respond to the letter received from the Monstads related to water and sewer hookups and refer to the Water and Sewer Bylaw and precedents in responding to this request.

Motion #239-24 was **CARRIED**.

#240-24 It was moved and seconded

**THAT** Administration explore options for improving the nesting habitat for swallows at the Convention Centre, and at other locations in the community, including the Dezadeash Day Use Area, and to assess whether the Village should put a multi-year plan in place to encourage nesting elsewhere, with the goal of not interfering with nesting at the Convention Centre until alternate nesting sites are well-established.

Motion #240-24 was **CARRIED**.

#241-24 It was moved and seconded

*regulations on* D.F.  
**THAT** Administration remove all ~~references to~~ short-term rentals in the Zoning Bylaw and to instead defer the regulation of short-term rentals to the pending Short-Term Rentals Bylaw.

Motion #241-24 was **CARRIED**.

#242-24 It was moved and seconded

**THAT** Administration draft a letter to the Minister as a follow up to the in-camera discussion to seek support for the disposal of end-of-life vehicles at the landfill for the Mayor's signature.

Motion #242-24 was **CARRIED**.

### Adjournment

#243-24 It was moved and seconded

**THAT** the meeting be adjourned.

Motion #243-24 was **CARRIED**

Meeting adjourned at 11:11pm.

  
\_\_\_\_\_  
Mayor Bruce Tomlin

  
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CAO David Fairbank