

Village of Haines Junction
CoW Meeting Minutes
June 26, 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 6:08pm

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

#186-25 It was moved and seconded

THAT the agenda be adopted as presented.

Motion #186-25 was **CARRIED**.

Council Priorities Discussion

- With a finite amount of time left, where does Council want Administration's energies to be directed?
- See notes on priorities in table (attached)
- Landfill, recreation, FireSmart incentive are high priority "buckets"
- Bring back the list of high, med, low priorities
- Need a follow up discussion on policy needs, and to review Council priorities – to assist with assessing what can be done in house and where we need external support
- There will be transition work that will need to be pulled into workplan (high priority)
- Agreement to bring on recreation consultant(s) to assist in moving recreation priorities forward.

Adjournment

#187-25 It was moved and seconded

THAT the meeting be adjourned.

Motion #187-25 was **CARRIED**

Meeting adjourned at 7:01.



Mayor Bruce Tomlin



CAO David Fairbank

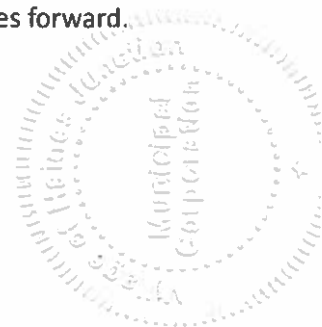


Table 1: Incomplete action items on the **2024 Council Motions Tracker**

Date	Motion Number	Motion	Status / Discussion Notes	Consensus Priority Ranking
10-Jan-24	#8-24 Letter from Source Motors	THAT the letter be received and filed and be brought forward for consideration during future landfill discussions.	Ongoing: End-of-life vehicles (ELVs) motion with the AYC was passed. The upcoming landfill bylaw will establish pricing to store ELV's Agreement in place for Source Motors to honor existing contracts when moratorium was established.	Medium
10-Jan-24	#24-24 Seek funding for end-of-life vehicle disposition	THAT Administration explore the possibility of funding from YG for end-of-life vehicle disposition to explore options and opportunities for Haines Junction	Ongoing: ELV's motion with the AYC was passed at the AGM in May 2024, asking YTG to take responsibility for EVLs (again) as Territorial and Federal receive all tax benefits from vehicles.	High
7-Feb-24	#33-24 Amend Donated Refundables Fund policy	THAT Administration revise the Village's Donation of Refundable Items Policy #31-20 to extend the deadline for applications by two weeks to allow community groups more time to apply.	No progress. Have until January to complete.	High
28-Feb-24	#50-24 Trails committee, signage and app	THAT Administration proceed to establish a trail signage project committee, and with advice from the Committee, contract the development of a trail network app and the design and production of trail network signage with the goal of having this work complete for the Summer 2024 season.	Work is underway. Committee established and has met three times and is on-track to complete mandate this summer/fall	High

13-Mar-24	#71-24 One-time retroactive payment	THAT Council approves the one-time retroactive payment to current staff with greater than one year of continuous service or returning seasonal employment based on 4.5% of their annual earnings in the 2023 calendar year.	The Union negotiation mandated that all staff be eligible for the retro payment (CAO exempt). A RTC was deferred to the June 26 th CoW Meeting.	Complete
27-Mar-24	#79-24 Pedal Junction	THAT Administration continue discussions with Pedal Junction on lot options, specifically Location 5 in the Report and the Tomlin Hill location and that work be undertaken once selection has been made to establish the appropriate land disposition process and the lease agreement components come back to Council.	Staff are actively working with the Lands Branch to transfer land adjacent to the water tower to Pedal Junction for the bike skills park. Funding decision is pending response from YTG. YG approvals / timelines are outside of Council's Control	High (if/when YG approves funding)
27-Mar-24	#82-24 Minimum property tax levy	THAT Council receive this report and request Administration to prepare a report on all undeveloped, non-residential lots within the Municipality with options to encourage their development or sale, including exploring raising of property tax minimums.	RTC pending. Initial research collecting data on all other Yukon regions tax rates and Bylaws complete. How likely is it that this will be complete within Council's Mandate?	High
10-Apr-24	#96-24 Interim Regionalization Agreement	THAT Council direct Administration to begin required work on the required Policies and Bylaws to update landfill operations in accordance with the Interim Regionalization Agreement and that	Bylaw development in research and data collection phase. A draft Bylaw will be brought to Council in July for first reading.	High

24-Apr-24	#118-24 CityScape Housing Needs Assessment	the Interim Regionalization Agreement be signed. THAT we receive and file the City Scope Consultants Housing Needs Assessment presentation and that we bring this topic up for further discussion once the final report is ready.	Ongoing, waiting on consultant to release the report. <i>Update – a draft report has been received</i>	External lead
8-May-24	#131-24 FireSmart Incentive Program	THAT staff be directed to begin implementing Options 1 and 2 as identified in the RTC, and to explore Option 5 for next year – and whether other options (e.g. 3 and 4) can be rolled into Option 5.	Ongoing, Staff have initiated with Wildland fire for educational sessions, and contacted assessors for property fire smart inspections. Part of property tax discussion. Hire consultant to assist?	High
22-May-24	#140-24 101 Hume Street and Lot Sale Process	THAT the RTC on 101 Hume Street and the Lot Sale process be tabled and revisited at a future, to be scheduled, meeting.	A report to Council on the YTG lot sale initiative is in progress.	High - Underway
22-May-24	#142-24 Spring Litter Clean Up	THAT the staff be directed to coordinate the spring litter clean up program as directed in the RTC and proceed with Option 3 and a \$1500 budget.	Complete. \$400 sent to CAFN to support BBQ. Remaining funds re-allocated to Yukon Invasive Species Committee for weed pull/community event.	Complete
22-May-24	#146-24 CCBF Renewal	THAT the May 8, 2 024 letter from the Minister be received and filed. When the new agreement is available, the letter, and all relevant earlier correspondence, will be brought forward for Council's review and consideration.	No update, AYC is leading this initiative. Will provide updates and RTC as available.	Low

22-May-24	#151-24 Shakwak Street Lot Sale	THAT Administration be directed to offer a counter sale of 6 lots on Shakwak street	Legal work complete and ready to post notice of sale. Council emailed package for comments on June 11 th . Update – Notice of sale posted on June 20 th . Four of six lots have been sold.	High - sale is in process
22-May-24	#152-24 Affordable Housing EOI	THAT Administration be directed to prepare a draft Expression of Interest to any local partners for affordable housing in Haines Junction	Draft EOI reviewed at Council meeting on June 12 th . Edited Version will be posted the week of June 17 th . EOI Released June 26, 2024. EOIs due July 31, 2024	High – Underway
22-May-24	#154-24 Union Agreement	THAT the minutes of the settlement between PSAC and the Village of Haines Junction be approved	May require additional approval of final agreement text.	High

Table 2: Incomplete action items on the 2023 Council Motions Tracker

Date	Motion Number	Motion	Status	Council priorities
11-Jan-23	#10-23 Asset Management Maturity Assessment and Roadmap	THAT Council award the Asset Management Maturity Assessment and Roadmap project contract to WSP and that Administration be directed to provide Council with a comparative analysis report between the two firms that responded with proposals.	Contract with WSP canceled. Using Aurora software to update AM, approx. 10 years of data to update. Project and Asset Manager hired under HAF Funding Agreement -- beginning Asset Management Plan.	High - staff unlikely to be able to address until the winter
11-Jan-23	#19-23 Noise Bylaw Correspondence	THAT Council direct Administration to respond to the correspondence listed in the Agenda package, thanking each for taking the time to submit their concerns and questions and that consideration to these will be given during the next step of the legislative process. The public input portion of the development of 399-22 Noise Control Bylaw is closed.	No progress. Bylaw had gone to 2 nd reading. Need to be open and transparent and indicate to community that it was too complex to implement. Need to pass a motion to close this work. Need a report from the CAO with recommendation to terminate process.	High
25-Jan-23	#25-23 40th Anniversary Art Commission	THAT Council hire Chris Caldwell to start on a Haines Junction version of the map visual.	Project 'shelved' in June 2023.	Low
25-Jan-23	#27-23 Unforeseen Closures Policy	THAT Council direct Administration to revisit the issue and look for better examples to word the policy.	No Progress Related to a personnel issue at the rink, resolved.	Complete
8-Mar-23	#72-23 YESAB Registry - Fuel Abatement and Road Development	Deputy CAO Istchenko record Council's concerns to send to YESAB process and invite Wildland Fire	Uncertain of follow up. Staff will research.	Complete

July 12, 2023	- Haines Junction Phase 1 #190-23 YTG Lot Sale Initiative	Management Branch to the next Council meeting for discussion. THAT Council direct Administration to move forward with the Lottery process for the Shakwak St. Lots.	This was revoked and replaced with a Motion to proceed with a "counter sale" of the lots.	Complete
Aug 30, 2023	#240-23 Land treatment facility	THAT Council direct staff to investigate the feasibility of a land treatment facility.	In-Camera discussion The private sector has taken the lead on this; YESAB application for Land Treatment Facility at the Mackintosh Gravel Pit has been submitted by Castle Rock (decision not yet issued).	Removed
Sept 13, 2023	#253-23 Kluane National Park and Reserve Dark Sky Preserve	THAT Administration be directed to explore the implications of the Village's responsibilities in providing support to the dark sky designation.	No progress. Mountain Ridge subdivision streetlight can be Dark Sky compliant. Moving forward, ask YG to address in new subdivision planning lighting	Medium
Sept 27, 2023	#260-23 Assessment of donated refunds policy	THAT Administration prepare a report on the donated refunds policy and any concerns or opportunities that may exist. It was noted that this could be brought forward as part of the larger landfill discussion	See Motion #33-24 Does not need to be addressed until Winter	High
Oct 11, 2023	#272-23 Country Residential Area 3 lot development	THAT Council direct Administration and Land Development Branch to proceed with Option 2 of the Country Residential Area 3 lot development, to incorporate additional trail spaces and ensure	Direction sent to YTG. Awaiting updated Area A plan. Waiting for Land Development Branch to come back with revised plan. Once this	High

Oct 11, 2023	#275-23 Landfill Free Store Operational Improvements	that each lot meets the existing zoning bylaw minimum lot size of 1 ha. THAT Council directs Administration to meet with Ms. Mackinnon to provide information on the pending landfill regionalization and to explore opportunities on how a potential committee could support the community and Council in the transition process.	comes back to Council, this is considered will be a high priority.	
Oct 25, 2023	#290-23 RTC on Landfill Operations Considerations	THAT the recommendations contained in the October 25, 2023 Report to Council on Landfill Operations Considerations be accepted. Administration is directed to move forward on these recommendations. Implementation of these recommendations to be informed by a legal review on privacy issues around the use of security cameras at the landfill....	Pending construction of Landfill – public area. Met with Cathy, agreed to meet again later when free store is being planned. This is part of landfill suite of actions. Redevelopment of the free store isn't top priority in the sequence of landfill actions that need to be implemented. Include discussions as part of planning process. Don't have budget now to upgrade building. Operationalize per design process for front of house landfill (don't establish a new Committee).	Deferred
Nov 8, 2023	#309-23 Recreation Needs Assessment Implementation	THAT, in September 2024, Administration will prepare a summary of the recommendation from the Haines Junction Recreation	Ongoing, planning power and conduit for future security monitoring system in new landfill public area design	High
			Ongoing, part of transition materials in development. Working on hiring position, negotiating with Union.	High

		Needs Assessment to move forward with the development of a tourism strategy so that it can be brought forward for incoming Council's consideration in their transition document.	Hire contractor while sorting out staffing Rec Position.	
Nov 8, 2023	#310-23 Recreation Needs Assessment Implementation	THAT a review of the recreation facility rental policy will be postponed until April 2024.	No progress. This had to do with the bumping of non-paying users – this is not what the policy requires but is how it has been interpreted. Policy allows for administration to make a judgement call. No consensus on whether paying groups should have higher priority, or if priority should be given to supporting community groups in leading recreation activities. Need to hire someone to help write this policy?	Medium
Nov 8, 2023	#312-23 Recreation Needs Assessment Implementation	THAT Administration prepare a multi-year RTC on possible agreements, partnerships, subsidies and other opportunities to address the need for swimming lessons, for the purpose of water safety, before early March, 2024.	No progress. BCG Yukon is working on trying to develop this, having difficulties. This is important to the community. Are efforts likely to yield results? Could a rec consultant assist with this?	Medium
Nov 8, 2023	#319-23 RTC on 2024 CMG	THAT the November 8, 2023 RTC on the Comprehensive Municipal grant be received and filed a Committee of the Whole meeting, when time permits, will be scheduled to review	AYC motion passed at AGM, no further updates. RTC can be prepared.	Low

Dec 20, 2023	#375-23 Review of Urban Electrification Policy	the AYC report and related FCM work in more detail to support Council's advocacy efforts. THAT Administration is directed to review this policy in the new year and provide a report to council.	Leave with AYC.	High
Dec 20, 2023	#380-23 Christmas Open House	THAT a report with options for children's activities at next year's open house be provided for incoming Council's consideration.	No progress High – fixed interest rate for term is cause for concern. Interest rate capped at what signed on to. If interest rate drops then they can benefit from that Could offer new agreement to folks with recent agreements. A targeted two paragraph edit to the policy can be done quickly Part of transition documents. No progress to date.	Deferred