

**Village of Haines Junction  
Regular Council Meeting Minutes  
November 27, 2024**

Present:

Deputy Mayor Strand  
Councillor Busche  
Councillor Mackinnon  
Councillor McPhie

Absent:

CAO Fairbank

**Resignation of Mayor Riseborough**

- Mayor Riseborough resigned prior to the start of the meeting.
- Per the Deputy Mayor rotation approved on November 13, 2024 (Motion #345-24), Councillor Diane Strand will serve as Deputy Mayor until a by-election is held.
- Deputy Mayor Strand presided over this evening's meeting.

**Call to Order**

The meeting was called to order at 7:05pm

**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**

#373-24 It was moved and seconded

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

- A discussion on cell phone use during the meeting will be discussed in-camera

Motion #370-24 was **CARRIED**.

**Declaration of Pecuniary Interest**

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

Council Meeting Minutes November 13, 2024

*Discussion:*

- Due to staff shortages in the Village Office, the draft minutes from November 13<sup>th</sup> are not anecdotal minutes, as prescribed in the procedural bylaw, rather they only record the motions that were made at the meeting.
- Administration is looking into options for addressing staff shortages.

- A call for expressions of interest for minute-taking was released earlier this fall for which the Village received no response.
- Administration has reached out to Yukon government to see if someone within Community Services can assist for the time being.
- Alternately administration can continue to provide motions-only minutes until staffing shortages are resolved.
- Another option would be to release the recording of the meeting online and then it would be accessible for anyone who wants to understand in more detail how decisions were reached.
- Administration was encouraged to look for minute-taking services from beyond the community, since the meetings are held online.
- It was suggested that the draft minutes will be tabled for now until a solution is found.

#374-24 It was moved and seconded

**THAT** the draft minutes of the regular Council meeting of November 13, 2024 be received and filed.

Motion #374-24 was **CARRIED**.

#### **Proclamations**

#### **Delegations**

#### **Public Hearings and Public Input Sessions**

#### **Old Business**

#### **New Business**

##### Accounts Payable to November 27, 2024

##### *Discussion:*

- Revisions were made today to Accounts Payable from what was included in the agenda package posted last Friday. These changes reflect additions that came in after the agenda package was posted.

#375-24 It was moved and seconded

**THAT** the Municipal Accounts Payable to November 27, 2024 be approved as presented.

Motion #375-24 was **CARRIED**.

## RTC AYC Annual General Meeting 2025

### *CAO Presentation:*

- Between when the agenda package was posted last Friday and today, we've learned that there is an issue with hosting the AYC midweek. The AYC board feels this would hinder attendance.
- Now tentatively looking at Friday April 25 to Sunday April 27, 2025
- There are conflicting events during the entire month of May.
- Dates will be discussed at the AYC board meeting taking place over the next couple of days in Whitehorse.

### *Discussion:*

- Is a resolution needed to set aside budget for hosting AYC in Haines Junction?
  - Not yet, the budget was included in the RTC for information purposes at this point in time.

#376-24 It was moved and seconded

**THAT** the Report to Council on the Assembly of Yukon Communities Annual General Meeting be received and filed.

Motion #376-24 was **CARRIED**.

## Provisional Operating and Capital Budget

### *CAO Presentation:*

- The provisional budget allows the Municipality to continue operating between the end of the calendar year and the beginning of the new fiscal year. It needs to be approved by Council motion before the end of December.
- Historically, this practice (here and in other communities) has been for this budget to reflect minor updates to the current year's budget; rather than crafting a new budget for the 3-month period, the date on the current budget would be changed from 2024 to 2025.
- In this case the provisional budget reflects some minor changes to the capital projects budget. Capital projects that have been completed and paid are taken out and don't carry forward into the provisional budget.
- Between December and April 15<sup>th</sup> is when preparation of the next fiscal budget occurs. Preparing the coming budget is a task that will be in front of Council in the coming months.
- The motion made on December 6<sup>th</sup> of last year was included in the RTC to show council how the provisional budget is typically passed.
- Council will have another opportunity to discuss at the December 11 Regular Council meeting.
- The CAO offered to set up a training session with the CAO and/or the Treasurer, which could be held either individually or as a mini workshop for all Council members.

*Discussion:*

#377-24 It was moved and seconded

**THAT** the Report to Council on the process for establishing the 2025 provisional operating and capital/projects budget be received and filed.

Motion #377-24 was **CARRIED**.

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

### **Correspondence**

#### Haines Junction Health Centre Newsletter

#378-24 It was moved and seconded

**THAT** the Haines Junction Health Centre Newsletter be received and filed.

Motion #378-24 was **CARRIED**.

#### Letter to the Mayor – Land Treatment Facility

*Discussion:*

- This letter, from residents Silke and Dieter Gade of Nygren subdivision, concerns the proposed Macintosh land treatment facility (LTF). They are asking Council to consider rescinding its letter of support for the proposed facility at its proposed location near the Nygren subdivision.
- It was clarified that prior Council had provided letters of support to Castle Rock and Will McKeller that expressed support for the development of a LTF in the area, but the letters that prior Council issued did not specify at what location.
- Council is aware that there have been a lot of concerns raised about the Macintosh location (which is outside the Municipal boundary).
- Council expressed a desire for more information and to have a discussion with CAFN, noting the Village partners with CAFN on many fronts, before a decision is made.
- A Joint Council meeting is scheduled for December 16, 2024.

#379-24 It was moved and seconded

**THAT** further discussion on the letter from Silke and Dieter Gade regarding the Macintosh land treatment facility be deferred to an in-camera discussion

Motion #379-24 was **CARRIED**.

#### Letter to Council – JAM Funding Request for Glacier Nights Festival

*Discussion:*

- JAM requested \$7,500 to hire a Glacier Nights Snow Festival Director.
- The annual festival budget has expenses exceeding \$72,000 and is supported by Yukon Lotteries, Yukon government and other supporters.
- Would a wage subsidy be required if the Village had a Recreation Director on staff?
  - The Village has advertised for a recreation facility administrator
- Council had requested more background information on what JAM did for fundraising as well as a detailed on the budget that explains the expenses for the 2-day event.
- JAM had indicated that they would be present this evening to provide additional detail and answer questions from Council.
- Council asked staff to draft a response letter to JAM and circulate it to Council for review. The letter should:
  - Request a detailed budget with a breakdown of expenses
  - Invite JAM to come to the next Council meeting

#380-24 It was moved and seconded

**THAT** staff put together draft a letter outlining Council's questions and concerns

Motion #380-24 was **CARRIED**.

*Note: Chantal and Leigh-Anne joined the meeting by Zoom after motion #380-24 was passed. Council took the opportunity to continue the discussion.*

*Presentation from Leigh-Anne:*

- This year will be the third annual Glacier Nights Festival. It has been growing tremendously. The first year it was funded through the \$5,000 that JAM receives from the Arts Operating Fund, which is JAM's bread and butter money.
- Two grants were applied for last fall – Lotteries Fund and the Community Development Fund. This additional funding was used to hire artists as well as the crew that put on the festival, including labour to set up the festival and the snow carving competition. Lotteries funding supports the artists and performers; CDF funding support the labour.
- Chantal has been leading the planning as a volunteer for the past two years; JAM realizes this is not sustainable on an ongoing basis. JAM would like to hire Chantal to be the Creative Director for this project.
- JAM has made an additional ask to Lotteries to support the Creative Director position and will find out on December 6<sup>th</sup> whether or not they get these funds. In the meantime, JAM is exploring opportunities with other organizations and is seeking sponsorships to help with these costs.
- JAM is seeking support from the Village to support the local people who are putting many hours into planning this 2-day festival.
- JAM has reached out to the Chamber to get statistics on the impact of the festival on local businesses and will share this information when it is received. JAM has put out 2

surveys and has got very positive reviews from the community on the festival, particularly that the festival is all ages.

- JAM is excited to host this again but wants to be careful how much they ask from volunteers, noting that the Festival Creative Director is a full-time job.

*Discussion:*

- Why does JAM want to make the whole festival free of charge? Is there any activity that could be charged a fee to recover some of the costs?
  - JAM has an agreement with the Village that allows them to use the venue for free providing there is no cost for the event. Normally JAM would charge a nominal fee for adults and waive fees for seniors and youth.
  - Sometimes CDF has rules around making things free for the public.
- When will the data from the survey be available?
  - At this point JAM has qualitative survey data with feedback on the event. Waiting for hard data on how many participants were from out of town, how many hotel rooms were booked etc.
- How many people attended the festival last year?
  - 300
- There was a little building outside, are you serving food and drinks?
  - Got money from CDF to put this shack on a flatbed, this is a DJ booth to keep the DJ and the equipment warm. There was also a wall tent outside, this is where the bar was. The food was inside, and this was put on by the grad class.
- JAM noted the absence of a recreation director. When hired, would the Village's recreation staff help with organizing the festival?
  - The CAO clarified that the Recreation Facilities Coordinator position would assist with bookings and may help bring groups together to some extent but would not be available to be a Creative Director for an event like this.
- Council noted that they will have a discussion later about this request and may ask for more information. At this time Council indicated that they would like JAM to send their budget along (to the CAO to forward to Council).

## **Council Reports and Notice of Motions**

Councillor Busche

No report

Councillor McPhie

No report

Councillor Mackinnon

No report

Deputy Mayor Strand

No report

## Questions from the Public

Question: What does it mean when you discuss something in camera?

*Discussion:*

- Council explained that an in-camera meeting means closing the doors to the public in order for Council to have a private discussion. If the need for a motion arises out of the in-camera discussion, Council comes out of camera and makes the decision/motion in public.
- It was noted that the audience tonight is all residents of the Nygren subdivision, who are feeling disrespected and unheard because Council has deferred further discussion on the letter that was sent from Nygren residents on the land treatment facility to an in camera discussion. Council expressed a desire to consult with other agencies, but not with the residents themselves who are in the room.
  - Council acknowledged and apologized to the residents and clarified it is not Council's intention for residents to feel disrespected.
  - Council clarified that it needs more information in order to make an informed decision.
  - It was noted that information from the online petition has been included in the in-camera package for Council's consideration.

Question: Why did Council not share a report on the land treatment facility public meeting?

*Discussion:*

- A member of the public expressed concern that no one on Council said anything about the public information meeting on the land treatment facility when asked if there is anything to report about what's happened in the community.
- This meeting was very well attended, -- there were 20-25 tables with 5-6 people at each table. When is the last time this Council had this many people come out to speak about anything? When was the last time we've had a public meeting in this community that spoke unanimously? This was supposed to be a public input meeting but there was no one there from any level of government. How should we not feel disrespected by that? And how should an event of that magnitude not register with Council?
  - Council indicated that Mayor Riseborough was planning to attend the meeting on behalf of Council
- The member of the public clarified that they weren't asking for Council's specific attendance; rather pointing out that an event of magnitude happened in the community that was acknowledged when the question was put to Council if there was anything to report.
- It was clarified that the purpose of Council reports portion of the agenda is to give each Councillor an opportunity to report on what they individually have done since Council last met – for example, if they went to a meeting or a function and represented themselves as a Councillor, they would report on that during this part of the agenda.

Question: Is there an update on the allocation of funds under the New Dwelling Construction Grant for Young Residents?

- At the last Council meeting there was a request for a legal review of the process. This legal review has been carried out and will be discussed by Council this evening during their in-camera discussion.

Question: With regards to the land treatment facility, if you do not have all the information, how will you be able to make an informed decision when you are in camera? Will there be some type of open discussion with the public to discuss this further?

- Council clarified that it may not make a decision tonight.
- Council cannot preclude what they are going to decide in their in-camera discussion.

Question: What Council discussions must be public and what must be held in-camera?

- YG's Community Advisor Amanda Janssens responded to Council's question about whether training (with Council and staff) would be required to be a public meeting.
- Amanda read Section 213 of the Municipal Act which talks about public and private meetings and clarifies what discussions can take in place in camera and what discussions must be held in public.
- Section 213 states that everyone is entitled to be present at council meetings conducted in the public unless the person presiding at any meeting expels a person for improper conduct. Council meetings must be conducted in public unless the matter relates to:
  - Commercial information, which, if disclosed, would likely be prejudicial to the municipality or parties involved
  - Information received in confidence which, if disclosed, would likely be prejudicial to the municipality or parties involved
  - Personal information including personnel information
  - The salary and benefits and any performance appraisal of an employee or officer
  - A matter still under consideration and on which Council has not yet publicly announced a decision and about which discussion in public would likely prejudice a municipality's ability to carry out its activities or negotiations
  - The conduct of existing or anticipated legal proceedings
  - The conduct of an investigation under, or enforcement of, an Act or bylaw
  - Information, the disclosure of which could prejudice security and the maintenance of the law
  - The security of documents on the premises.
- When a Council meeting is closed to the public, no resolution or bylaw may be passed.
- Anytime Council meets it must be public unless one of the above conditions is met.
- If Council is meeting with staff or for training, it is a public meeting and therefore all the requirements for notification should be provided.
- Amanda will get back to us on why council training sessions held by the Association of Yukon Communities are exempted from public notice and participation.



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

#381-24 It was moved and seconded

**THAT** the meeting be closed to the public at 8:00.

Motion #381-24 was **CARRIED**.

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

#382-24 It was moved and seconded

**THAT** the meeting be reopened to the public at 9:55pm

Motion #382-24 was **CARRIED**.

#383-24 It was moved and seconded

**THAT** the meeting be extended past 9:00 pm.

Motion #383-24 was **CARRIED**.

#384-24 It was moved and seconded

**THAT** the solid waste facility operating dates over the Christmas holidays be changed to what was presented to Council on November 27<sup>th</sup> and to post those dates publicly.

Motion #384-24 was **CARRIED**.

#385-24 It was moved and seconded

**THAT** the report on the New Dwelling Construction Grant for Young Residents -- that states that this grant program does not breach Section 15.1 of the Charter and would also be considered an ameliorative program that is protected under Section 15.2 of the Charter -- be received and filed and that administration proceed with awarding the grant to eligible applicants.

Motion #385-24 was **CARRIED**.

#386-24 It was moved and seconded

**THAT** Councillor Busche will organize the Christmas lights contest.

Motion #386-24 was **CARRIED**.

#387-24 It was moved and seconded

**THAT** the office will be closed December 25<sup>th</sup> to January 1<sup>st</sup> as paid leave.

Motion #387-24 was **CARRIED**.

#388-24 It was moved and seconded

**THAT** prior Council's motion regarding the land treatment facility in the area will not be rescinded and staff are directed to respond to Silke and Dieter Gade.

Motion #388-24 was **CARRIED**.

#389-24 It was moved and seconded

**THAT** the CAO purchase gifts for Christmas staff appreciation.

Motion #389-24 was **CARRIED**.

#390-24 It was moved and seconded

**THAT** a Committee of the Whole meeting be scheduled for December 4<sup>th</sup> from 2:30 to 6:30 on landfill regionalization.

Motion #390-24 was **CARRIED**.

#391-24 It was moved and seconded

**THAT** a Committee of the Whole meeting be scheduled for December 8<sup>th</sup> from 1:00 to 3:00 for a finance training session with Treasurer Istchenko.

Motion #391-24 was **CARRIED**.

#392-24 It was moved and seconded

**THAT** the Regular Council meeting scheduled for December 25<sup>th</sup> be moved to December 23<sup>rd</sup>.

Motion #392-24 was **CARRIED**.

#### **Adjournment**

#393-24 It was moved and seconded

**THAT** the meeting be adjourned.

Motion #393-24 was **CARRIED**

Meeting adjourned at 10:00 pm.



Deputy Mayor Diane Strand



CAO David Fairbank

