

**Village of Haines Junction
Regular Council Meeting Minutes
September 24, 2025**

Present:

Mayor Strand

Councillor Busche

Councillor Mackinnon

Councillor McPhie (via Zoom)

Councillor Sundbo

Absent:

CAO Fairbank, Recorder Ogden

Call to Order

The meeting was called to order at 7:00 pm

Acknowledgement of Champagne and Aishihik First Nations Traditional Territory

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

Adoption of Agenda

#316-25 It was moved and seconded

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

- 15b. Personnel
- 10d. Moved up in the agenda

Motion #316-25 was **CARRIED**.

Declaration of Pecuniary Interest

Adoption of Minutes of Regular and Special Council Meetings

Committee of the Whole Meeting Minutes September 10, 2025

Discussion:

- No discussion

#317-25 It was moved and seconded

THAT the minutes of the regular Council meeting of September 10, 2025 be adopted as presented

Motion #317-25 was **CARRIED**.

Committee of the Whole Meeting Minutes September 10, 2025

Discussion:

- No discussion

#318-25 It was moved and seconded

THAT the minutes of the Committee of the Whole meeting of September 10, 2025 be adopted as amended

Motion #318-25 was **CARRIED**.

Proclamations

Delegations

Public Hearings and Public Input Sessions

Rezoning Application

- No written submissions were received.
- No verbal submissions were made.

Old Business

EV Charging Stations

Policy/Communications Manager Presentation:

- Given new information that another organization in town is exploring installing a Level 3 charger, and public works is not pressing to transition our fleet to electric vehicles, staff have updated their recommendation to just installing four level 2 chargers at the Convention Centre/Arena.

Discussion:

- What is the total cost to install 4 chargers?
 - The cost is expected to be below the maximum amount available through the Yukon government rebate (90% of the total cost up to maximum \$9,000 per charger) that is available until March 31, 2026. A precise quote has not yet been obtained.
- How soon would we know if Tourism can cover the last 10% (e.g. \$3,600)
 - Staff will follow up tomorrow to see if we can get a firm answer.
- Council requested staff get confirmation from YG that the rebates are guaranteed before proceeding.
- Who would do the installation?
 - The Village has access to electricians through the Annual Tendering process.
- Is there a chance that there is no room within our electrical panels?
 - Staff have already asked an electrician to pull our maximum service records.

#319-25 It was moved and seconded

THAT staff proceed to get a quote for the installation of four Level 2 chargers at the Convention Centre or Arena; and proceed with installation if the quote is under \$36,000 and eligible for 100% rebate.

Motion #319-25 was **CARRIED**.

Proposal – Halloween Event at Landfill

Gatehouse Attendant Presentation:

- Requesting support to organize a Halloween Decorating day in partnership with Romp and Run
- \$1,500 estimated for pumpkins, prizes, reusable decorations, and bbq (proposed to be organized by Lions Club). Events will include a recycling and garbage sorting contest.
- Event would be held on a weekend afternoon.

Discussion:

- Lions Club is meeting this Saturday, Council recommends getting in touch with them as soon as possible to confirm whether someone is available to assist with the bbq.
- Council will discuss the proposal in camera later this evening, per their usual process.

Community Culture, Arts, Recreation and Environment Program

Policy/Communications Manager Presentation:

- An updated program policy outline has been provided for approval that incorporates Council's comments from the Committee of the Whole meeting on September 10, 2025.
- Staff suggest launching the first intake this fiscal year; this would require:
 - Council approval of the draft program policy.
 - Putting out the call for applications for committee members closing in October.
 - Concurrently issue the call for proposals with a deadline of November 28, 2025.
 - Passing a motion to confirm the budget for \$62,500 for 2025 (the budget for 2026 would be approved with the 2026 provisional budget)

Discussion:

- Would honoraria for committee members be paid from within the \$125,000 fund?
 - Staff envisioned this would be from a separate budget envelope.
 - The terms of reference call for 5 committee members; per intake we anticipate one honoraria payment to read through the applications and complete the individual review, and one honoraria payment for the group to meet and reach a consensus recommendation on funding.
 - One or two additional meetings may be required for orientation since this is the beginning of a new program.

- Deadline for committee member applications will be set for October 17th to allow Council to make appointments at their October 23 meeting.

#320-25 It was moved and seconded

THAT Policy #48-25, the Community Culture, Arts, Recreation and Environment (C-CARE) Program Policy is adopted

Motion #320-25 was **CARRIED**.

#321-25 It was moved and seconded

THAT November 28, 2025, will be the deadline for the first intake of applications. Every attempt will be made to issue decisions on awards prior to Christmas 2025.

Motion #321-25 was **CARRIED**.

#322-25 It was moved and seconded

THAT the awards budget for 2025 be set at \$62,500, noting awarded funds are to be spent by March 31, 2026; an additional \$3,600 is approved for honoraria for the Program Committee up to December 31, 2025.

Motion #322-25 was **CARRIED**.

#323-25 It was moved and seconded

THAT a call for applications to the Program Committee be issued with deadline of October 17, 2025.

Motion #323-25 was **CARRIED**.

Potential zoning changes to CMx

CAO Presentation:

- Per the question from Council at their last meeting, the CAO estimates less than five current businesses within the CM zone could be converted into a residence. A full report will be provided at the next council meeting.
- There is no recommendation to change the bylaw around CMx at this time.

Discussion:

- No discussion.

Highway Banner Quote

CAO Presentation:

- A quote was requested to get an Every Child Matters banner printed to put across the highway.
- This quote was requested because Highways denied our request to put an Every Child Matters crosswalk on the highway. The thinking was that if we can't do a crosswalk on the highway, we could instead put a banner above the highway.
- A quote was received, this would be \$1,273.85.

Discussion:

- Look into this for next year, work collaboratively with CAFN, initiated earlier in the year.

Roadwork Addition

CAO Presentation:

- Looking to add additional work to Castle Rock's Road work contract, currently valued at \$1.2M.
- This would be approximately \$600,000 in additional work – a detailed quote has not yet been received.
- If we proceed, the work would be prepped now for paving in the spring.
- An updated map was shared with Council that will be added to the website in an updated Council package.

Discussion:

- How did the original \$1.2M get identified, and why weren't these areas included?
 - The original estimate was based on previous budgets.
 - The needed work was prioritized into must do and need to do.
 - These additions were in the need to do list. The available budget could only address the must do list.
- Would an asset management plan identify which sections of road will need to be done, and when?
 - The plan could grade all the roads and plan 5-10 years out for what work needs to be done.
- How often do we resurface our roads?
- YG does so many km of road per year, should we do something similar? So every year the poorest sections of road would be addressed.
 - This would be more expensive unless a paving company has mobilized to do work in town for another reason. It costs \$200,000 to mobilize.
 - It may be more cost effective to do this say every five years when more work could be done.

- Castle Rock is a local company, believe they have ability now to do their own paving. The work this year was subcontracted because they are busy at the airport.

#324-25 It was moved and seconded

THAT the scope of the road work contract be amended as discussed.

Motion #324-25 was **CARRIED**.

Minute Taking and Admin Support Services (for information)

CAO Presentation:

- Had a discussion with an agency in Vancouver that does minute taking services for Corporate and Municipal clients.
- An estimate of \$120/hour for minute taking; for every hour of the meeting, it would be 2 hours of minute taking. A four-hour council meeting would be ~\$1,000.

Christmas open house / open bar

Discussion:

- Members of the community have suggested it may not be appropriate in today's day and age to offer an open bar.
- People are drinking less these days. Would alleviate need to get a liquor licence. Would be a safer event.
- One option would be to give each attendee one or two drink tickets. Going from one extreme to another may not be received well by some in the community.
- Alcohol has caused a lot of pain and heartache in this community and in this territory, on the other hand, people can and do drink responsibly.
- Some members of the community do think giving food is overly generous; and giving alcohol is just too much.
- Other options – a cash bar would be a fundraising opportunity for a community group, redirect funding from door prizes instead of alcohol.
- Staff asked to follow up on what the cost is.

Questions from the Public

Condition of the Roads:

- See a lot of loose gravel, potholes. Would like streets to be safe.
- Inexperienced operators can be a problem; if so, this may require more training for road crews. For example, there is a property procedure to join BST and chip seal – they can't bond if not put in properly. Proper cold patching of cracks can minimize winter damage. How and where to put snow when plowing intersections, and to ensure crosswalks are accessible.

- Gravel was put in potholes on Willow Acres at Wintergreen that was not packed down resulting in gravel thrown up onto the road and unsafe driving conditions.
- Suggest work be done before situation gets much worse. If wait too long repairs will cost much more

New Business

Accounts Payable to September 24, 2025

Discussion:

- Questions answered over email.
- No discussion.

Draft Request for Proposals for Council Strategic Initiatives

Policy/Communications Manager Presentation Community Identity Workshop Draft RFP:

- One of Council's Strategic Priorities is to host a Community Identify Workshop.
- Council envisioned hosting this before the end of 2025; to do so, we need to bring someone on to assist with facilitating/coordinating the event.
- This RFP cut and paste the description for the workshop from the Council's Strategic Priorities document.
- The vision is that this coordinator/facilitator would bring together a project team with representation from VHJ and CAFN to collaboratively plan the agenda and other aspects of the event.

Discussion:

- CAFN is a large and important part of the community. Want to make sure we don't alienate non-first nation members of the community.
- Prefer a Council committee investigate this over a period, rather than engaging an outside facilitator explore this over a quick 1–2-day period. Many topics warrant spending more time.
- An event like this may not reach the diversity of the community.
- If meetings aren't timed appropriately, would miss a lot of community participants.
- This is important, feels the time frame is too fast, and there are too many topics on the list to do this properly.
- Would like to take a step back and do more on what a community identity workshop would be.
- Would like CAFN 101 piece to be part of the Truth and Reconciliation project.
- Need to ensure this is grounded within the OCP.
- A CoW will be scheduled to flesh this out more.

Policy/Communications Manager Presentation TRC Statement and Policy Draft RFP:

- This was also in Council's Strategic Priorities document but was listed as project that would be initiated in year or so.

- The scope of work includes education and training with Council, staff and the community (propose a presentation on this initiative be provided at the Community Identity workshop) that needs to happen before work can commence on building a policy and statement.

Discussion:

- Council prefers that this work be direct awarded to Tosh and Davida, as this relationship has already been established.
- Would like to see broader community involved, not just Council and staff.
- Council may not be at the point yet of doing a TRC policy and statement, need to first do CAFN 101 before doing this work. Would like to reach out to CAFN to help us with this. Add to next Joint Council agenda.
- Would like to host a community workshop prior to developing a policy and statement. The truth first must be told before a policy can be developed.
- Want to ensure this has deeper meaning.
- See value in doing TRC piece prior to doing community identity workshop.

#325-25 It was moved and seconded

THAT the meeting extend past 9 pm

Motion #325-25 was **CARRIED**.

#326-25 It was moved and seconded

THAT the draft RFP's -- for the Community Identify Workshop and the Truth and Reconciliation Statement and Policy -- be received and filed. Staff are directed to bring updated RFPs to a Committee of the Whole meeting for further discussion.

Motion #326-25 was **CARRIED**.

RTC – Village Policies Design Refresh

Policy/Communications Manager Presentation:

- This initiative is to modernize the look and feel of our policy documents; no changes have been made to the content.
- The policies do not need to be approved (they are already approved); looking for Council's support for staff time to be invested in this work.
- Also requesting approval to bring forward policies will be brought for signature (outside of the Council Agenda Package) as they are ready.

Discussion:

- Suggest choosing photos that pertain to the content.

#327-25 It was moved and seconded

THAT the Village Policies design refresh is accepted

Motion #327-25 was **CARRIED**.

RTC – August 2025 Financial Report

CAO Presentation:

- There are no significant updates from the last month's report.

Discussion:

- Net current year surplus – is the red what is budgeted for 2025?
 - The initial forecast was for just over \$1M surplus
 - The way we do accounting, the present forecast is not really a projection, it is more of a current snapshot.
 - The current snapshot is that we'll have just under \$2M surplus, but it will be less than this because we will be spending between now and then.

#328-25 It was moved and seconded

THAT the August 2025 Financial Report is received and filed.

Motion #328-25 was **CARRIED**.

Bylaws – Reports, Readings and Adoption

Bylaw #433-25 Zoning Bylaw #411024 Amendment #3 (for 2nd and 3rd reading)

#329-25 It was moved and seconded

THAT Bylaw #433-25 Zoning Bylaw #411-24 Amendment #3 be deemed read for the second time on the 24th day of September, 2025

Motion #329-25 was **CARRIED**.

#330-25 It was moved and seconded

THAT Bylaw #433-25 Zoning Bylaw #411-24 Amendment #3 be deemed read for a third and final time and adopted on the 24th day of September 2025.

Motion #330-25 was **CARRIED**.

Bylaw #434-25 A Bylaw to Establish the Community Culture, Arts, Recreation and Environment Program Committee (for 1st and 2nd reading)

#331-25 It was moved and seconded

THAT Bylaw #434-25, the Culture, Arts, Recreation and Environment Program Committee Bylaw, is read for the first time on the 24th day of September 2025.

Motion #331-25 was **CARRIED**.

#332-25 It was moved and seconded

THAT Bylaw #434-25, the Culture, Arts, Recreation and Environment Program Committee Bylaw, is read for the second time on the 24th day of September, 2025.

Motion #332-25 was **CARRIED**.

Correspondence

Council Reports and Notice of Motions

Councillor Busche

- Met with Solid Waste Advisory Group. Two members provided reports on Zero Waste Yukon and on composting. The group is very passionate and putting in lots of work.
- Took part in the AYC Board Meeting in Carmacks this past weekend.

Councillor Mackinnon

- Nothing to report

Councillor McPhie

- Nothing to report

Councillor Sundbo

- Nothing to report

Mayor Strand

- Attended the Association of Yukon Communities (AYC) Board Meeting in Carmacks last weekend. AYC Would like municipalities to support advocacy work in five areas: municipal Infrastructure investment, municipal financial sustainability, emergency preparedness, community safety and affordable housing. A template letter provided to all municipalities; asked to send to potential candidates.

- Notice of motion for next Council meeting to have all of the election readiness items that we have listed that we can send to potential candidates.
- FCM launching a Northern and Arctic Working Group in 2026. Is someone on Council interested to look into this further to see if it is of interest to join?
 - No one on Council expressed interest in joining.

Motion to Close Meeting to the Public

#333-25 It was moved and seconded

THAT the meeting be closed to the public at 9:21 pm.

Motion #333-25 was **CARRIED**.

Motion to Reopen Meeting to the Public

#334-25 It was moved and seconded

THAT the meeting be reopened to the public at 10:17.

Motion #334-25 was **CARRIED**.

#335-25 It was moved and seconded

THAT Council accepts Dhāl Ghäy/Mountain Ridge subdivision electrification Option C (first choice); Option A (Second choice).

Motion #335-25 was **CARRIED**.

#336-25 It was moved and seconded

THAT a budget of \$1,500 is allocated for the Halloween event at the landfill. Staff are directed to channel all initiatives, suggestions and requests to supervisor vs coming directly to Council.

Motion #336-25 was **CARRIED**.

#337-25 It was moved and seconded

THAT the Public Works Committee of the Whole meeting be changed from 5:30 to 4:30 on October 9th.

THAT a Committee of the Whole meeting be scheduled on October 27th at 5:30

Motion #337-25 was **CARRIED**.

Adjournment

#338-25 It was moved and seconded
THAT the meeting be adjourned.

Motion #338-25 was **CARRIED**

Meeting adjourned at 10:20.



Mayor Diane Strand



CAO David Fairbank

