Village of Haines Junction
Regular Council Meeting Minutes
April 22, 2026

Present:	Absent:
Mayor Strand (via zoom)	None
Councillor Busche	
Councillor Mackinnon	
Councillor Moore	
Councillor Sundbo	

CAO Fairbank, Recorder L. Sylvain, Sylvain Human Resource Services (not present)

1. **Call to Order**
   The meeting was called to order at 6:57 p.m.

2. **Acknowledgement of Champagne and Aishihik First Nations Traditional Territory**
   Councillor Busche acknowledged that we are on the traditional territory of the Champagne and Aishihik First Nations.

   Councillor Busche acknowledged the passing of a long-time resident of Haines Junction, Elayne Hurlburt. Council wished to pass along its sincere condolences to the family. She will be dearly missed by this community.

3. **Adoption of Agenda**
   #105-26 It was moved and seconded

   THAT the agenda be adopted as amended with the following additions by Council and CAO Fairbank:
   - 9. g. Shakwak Committee Update
   - 15. c and d: Personnel matters; and
   - 15. e: Legal update.

   Motion #105-26 was **CARRIED.**

4. **Declaration of Pecuniary Interest**
   - Mayor Strand noted that she would be recusing herself from the discussion in Section 9.f. under Old Business, Yukon Lotteries Grant.

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

   a. April 8, 2026 Regular Council Meeting Minutes

   Discussion:
   - Council noted that on Page 7 it should be clarified that the majority of Yukon highways are BST covered.

#106-26 It was moved and seconded

THAT the minutes of the Regular Council meeting of April 8, 2026 be adopted as amended.

Motion #106-26 was **CARRIED**.

b. April 8, 2026 Special Council Meeting Minutes

Discussion:

- No discussion.

#107-26 It was moved and seconded

THAT the minutes of the Special Council meeting of April 8, 2026 be adopted.

Motion #107-26 was **CARRIED**.

6. Proclamations

There were no proclamations.

7. Delegations

a. Freedom of Colours

Freedom of Colours' Presentation:

- Freedom of Colours (Janet Rudzroga, School Counsellor & Club Staff Advisor, and Noah Bucknell, Student Representative) presented updates on Pride-related community initiatives, including the proposed installation of a Pride crosswalk, funded through the CCARE grant. Two potential locations were identified (Jacquot Avenue near Frosty's Restaurant and near Raven's Inn). What location would Council like for the final placement? It was noted that a preferred option would be near existing pedestrian pathways.
- Requested permission to temporarily close the highway for approximately 10–15 minutes on June 12, 2026 to safely facilitate the Pride Parade route from the school through a short loop in the community, followed by a community barbecue. Coordination with RCMP and other partners was referenced, with confirmation that final approval rests with the Village and highways authorities.
- Additional support requests included optional contributions for community event prizes, though it was emphasized that no further funding was required due to existing grant support.
- The group also offered a Pride flag donation for display in a public municipal space, such as the arena or existing flag display area, as a gesture of inclusion and community representation, pending Council acceptance.

Discussion:

- Freedom of Colours emphasized concern about timing of crosswalk painting in relation to road resurfacing or utility work, noting they want to avoid installing the crosswalk only for it to be later damaged or removed. They also confirmed they are seeking a safe installation window, with flexibility on timing depending on municipal guidance.
- The CAO confirmed that a key road project on Jacquot (K4B) has been deferred to 2027, reducing the likelihood of major planned disturbance in the immediate term. The CAO also clarified that installation and any required road closure process would follow existing municipal event protocols, similar to those used for Canada Day, and could be supported by staff if Council approves the request.
- Council raised questions about the type of installation and confirmed it is a thermoplastic surface application, noting potential concerns about cost and durability. Council also referenced uncertainty around future road maintenance schedules and the risk of damage if resurfacing or utility work were to occur after installation. Council clarified that any road impacts or closures would require coordination with transportation/highways authorities and appropriate safety measures, including managed traffic control. Council further confirmed that if the surface is damaged by future essential works, the installation is considered a one-time project without replacement obligation.

#108-26 It was moved and seconded

THAT Village staff provide a Report to Council on the adequate location and timeline for the Freedom of Colours' Progressive Pride Flag Crosswalk.

Motion #108-26 was **CARRIED**.

8. Public Hearings and Public Input Sessions

None.

9. Old Business

a. RTC – Septage Receiving Station Update

CAO Presentation:

- Informational update on discussions with the Infrastructure Development Branch regarding next steps after the Investing in Canada Infrastructure Program (ICIP) infrastructure funding, noting that future federal programs are still emerging and expected to offer less certainty and availability than previous funding streams.
- The Septage Receiving Station (SRS) facility at the Public Works yard has been previously identified as a problematic installation, with prior engineering work recommending relocation to the lagoon anaerobic cell as the preferred option. Estimated relocation costs are approximately $1–1.3 million (based on older estimates), with potential increases due to inflation and procurement variability.
- Funding uncertainty presents a barrier to advancing the project, despite its classification as a low-probability but high-consequence risk, particularly regarding potential

hydrocarbon contamination of the lagoon system and associated cleanup costs and service disruption.

- Consideration is being given to allocating reserve funds toward the project to demonstrate municipal commitment and improve competitiveness for future federal or territorial infrastructure funding applications.
- No decision or funding request is being made at this stage; the item is intended to inform upcoming reserve allocation and budget planning discussions.

Discussion:

- Council expressed concern about committing approximately $500,000 toward the SRS relocation, noting the financial impact and need for further consideration within the broader reserve and surplus planning process, especially given that the issue was not originally anticipated or self-created.
- Questions were raised about whether it is appropriate to invest in mitigation at the SRS facility while other potential hydrocarbon sources (e.g., RV dump stations and commercial inputs) continue to feed into the same system, potentially limiting the effectiveness of the investment.
- Clarification was provided that contaminants entering from external sources ultimately flow through the system into the lift station and lagoon, with limited ability to intercept them once introduced.
- Council indicated the need for broader system-level review of wastewater and contamination risks before making decisions on major capital investment.
- Council revisited the issue of sani dump and wastewater hydrocarbon management, referencing prior discussions about whether upgrades or controls should be required at privately operated or commercial dump locations. It was noted that past consideration of the issue had stalled and remained on the motion tracker.
- The CAO explained that controlling hydrocarbon inputs at RV dump sites or lift stations presents technical and cost limitations, with limited ability to intercept contaminants once they enter the system. Lift station detection systems provide little response time, and there is no fully economical or reliable interception solution at either end of the system. Other jurisdictions have controls at discharge points (e.g., honey truck dump sites), which are more common than at privately operated facilities.
- Council discussed potential operational controls at RV and sani dump sites, including restricted access measures, lock systems, or controlled dumping procedures to reduce unauthorized use. They noted that some systems rely on reporting or honour-based mechanisms, though enforcement challenges remain.
- The CAO confirmed that the SRS relocation project would move infrastructure from the Public Works yard to the lagoon adjacent to cell 1, with associated operational changes including access adjustments and potential power supply considerations (including evaluation of single-phase versus three-phase power options due to cost implications).
- Council raised the idea of implementing or reinstating tipping fees for commercial users, noting that such fees had previously been discontinued. However, enforcement mechanisms are limited, and monitoring would require additional resources.

- Council expressed concern about the financial and policy burden created by past infrastructure decisions, emphasizing that the current situation stems from earlier engineering guidance and is now a long-term liability for the municipality.
- Discussion included whether odour mitigation solutions are feasible, and noted that previous attempts had not produced viable results.
- Council also suggested escalating the issue through advocacy with territorial government, including exploring potential funding support and possibly reducing the municipality's share of capital costs. It was noted that the matter will require ongoing review and further discussion, with no final resolution reached.

#109-26 It was moved and seconded

THAT the RTC – Septage Receiving Station Update be received and filed.

Motion #109-26 was **CARRIED**.

b. RTC – CCARE Program Review

CAO Presentation:

- Action item from last Council meeting: staff to clarify the intent and purpose of the CCARE program, particularly in relation to community funding requests and direct approaches to Council.
- CCARE was established as the primary mechanism for funding eligible community groups and initiatives, with expectations that requests meeting eligibility criteria are to be directed into the CCARE process rather than considered as standalone Council decisions. Requests from individuals or groups that are not eligible under CCARE would continue to be handled separately outside of this process.
- Review of available historical discussion indicates CCARE was intended to act as a central "single intake point" for community recreation and cultural funding requests, reducing ad hoc funding decisions by Council. The program also includes expectations for shared contribution models (e.g., in-kind support) rather than purely cash-based funding.
- Due to limited clarity in past meeting records, this presents an opportunity for Council to reaffirm and clearly articulate intent going forward, ensuring consistent application by staff and clear communication to community groups. Administration will incorporate this clarified intent into future funding communications and intake processes.

Discussion:

- Council expressed uncertainty about the need to reaffirm CCARE's intent, noting it had previously been discussed and appeared clear internally. It was suggested that confusion may be more related to public awareness, with a recommendation for ongoing communication about the program.
    - CAO noted that while CCARE was established through prior resolutions and discussions, the specific direction on handling eligible funding requests is not clearly consolidated in a single formal resolution, and a clarifying resolution is being sought to strengthen consistency and communication.

- Council discussed consistent application of CCARE eligibility criteria, including whether ineligible requests should be returned with guidance for resubmission rather than considered by Council directly.
- It was clarified that Freedom of Colours' crosswalk project was approved under CCARE, but requests for items like prizes or gift cards fall outside program eligibility.
- CAO noted some requests could potentially be reframed within eligible program budgets, while others would need to wait for future intake periods.

#110-26 It was moved and seconded

THAT Council confirm that the Community Culture, Arts, Recreation and Environment (CCARE) Program is the Village's primary vehicle for providing financial support to community groups for culture, arts, recreation, and environment projects and that direct funding requests received by Council from community groups for activities eligible under the CCARE Program be referred to the CCARE application process.

Motion #110-26 was **CARRIED**.

c. RTC – CCARE Spring Intake Awards

CAO Presentation:

- The CCARE committee reviewed two spring intake applications (Augusto Children's Festival – $8,263; Boys & Girls Club – $24,935.55) and confirmed both met eligibility criteria and received full support after minor clarifications.
- Combined recommended funding is $33,198.55 with the remaining allocation carried over to the next intake. Council was asked to approve the recommendations.

Discussion:

- No discussion.

#111-26 It was moved and seconded

THAT $33,198.55 from the Community Culture, Arts, Recreation and Environment (CCARE) Program be awarded as follows:

- Augusto Children's Festival - $8,263.00; and
- BGC Yukon - $24,935.55.

Motion #111-26 was **CARRIED**.

d. RTC – Pine Lake Trail Care Event

i. Request for Proposal – Coordination and Hosting of Pine Lake Trail Care Day

CAO Presentation:

- The Village receives $2,500 annually from TransCanada Trail to support trail care activities. Staff propose issuing a request for proposals (RFP) to local community groups to coordinate the Trail Care Day Event, as has been done in previous years. Funding

would cover materials, supplies, potential food costs, and a $500 honorarium, with the full $2,500 allocated to the program.

- Alternative options include:
  - The Village hosting the event internally (noted as challenging due to staffing capacity)
  - Declining the funding altogether
  - Proceeding with the recommended RFP approach
- Staff recommend proceeding with the community-led RFP model.

Discussion:

- No discussion.

#112-26 It was moved and seconded

THAT Council approves the Request for Proposals as presented and directs Staff to work with the successful community group to organize a Trail Care Day event on the Pine Lake Trail in May or June 2026.

Motion #112-26 was **CARRIED**.

e. RTC – Capital Budget Equipment Purchase Update

CAO Presentation:

- Updated pricing was received for four previously approved Public Works capital purchases (van, truck, mower attachment, and UTVs), as original quotes had expired and costs have since shifted. Three items increased in price, while one came in lower, resulting in a net increase of approximately $16,000.
- Staff recommend a $20,000 budget increase to proceed with all four purchases.
- It was noted that the Village is projecting a $500,000 surplus, and historically actual surpluses exceed projections.
- Council has the option to approve the increase or defer specific purchases if value is a concern; if approved, staff will proceed with procurement.

Discussion:

- Why didn't the purchases go through after they were approved in 2025?
  - CAO responded that initial quotes were obtained for budgeting purposes, but purchases were delayed due to staff capacity constraints and timing, with procurement not actively pursued until later in the cycle. Challenges in sourcing vehicles, particularly limited availability and supply delays, also contributed to the delay. It was further noted that earlier pricing may not have followed a full procurement/tender process, requiring a more formal and time-consuming process before final purchases could proceed.

#113-26 It was moved and seconded

THAT Council approve a Capital Budget Amendment, increasing net amount of $20,000 to reflect the revised procurement costs for Public Works equipment, as presented in this report.

Motion #113-26 was **CARRIED**.

f. RTC – Yukon Lotteries Grant – April Intake

Mayor Strand recused herself from this discussion at 7:58 p.m.

CAO Presentation:

- Yukon Lotteries spring intake included two applications: Dakwäkäda Dancers ($6,000 requested) and Haines Junction Pickleball ($3,150 requested). Total requested was $12,200, with a recommendation to fund $9,150 (approximately 75% of each request). Annual funding available is about $23,500, split between two intakes, with the larger portion typically allocated in the fall. The recommended allocation would retain remaining funds for the fall intake.

Discussion:

- No discussion.

#114-26 It was moved and seconded

THAT $9,150.00 from the 2026 Haines Junction Lottery Funding Grants be awarded as follows:

- Dakwäkäda Dancers: $6,000.00; and
- Haines Junction Pickleball: $3,150.00.

Motion #114-26 was **CARRIED**.

Mayor Strand returned to the meeting at 8:04 p.m.

g. Shakwak Committee Update

Councillor Moore's Presentation:

- Discussed representation on the Shakwak Committee, noting that a previously appointed member had stepped down. Interest was expressed in filling the vacancy; however, it was clarified that participation would be as a member of the public rather than as a Council representative.
- Appointment would need to be made in accordance with the bylaw governing the committee's composition and appointments.

Discussion:

- Council noted vacancy on the Shakwak group and that a Council member cannot be appointed as "public."
- Council supported allowing two council members instead, given time constraints.

- CAO noted that an amendment to terms of reference or bylaw may be required to proceed.

#115-26 It was moved and seconded

THAT Councillor Moore be added to the Shakwak Hall Committee as a second Council member.

Motion #115-26 was **CARRIED**.

Councillor Moore abstained from voting due to potential conflict of interest.

10. New Business

a. Accounts Payable to April 22, 2026

Discussion:

- Council appreciated improvements to the Accounts Payable layout, particularly added detail space. Council requested more detailed breakdowns for certain expenses, especially legal fees. Where information is sensitive, Council asked that details be shared in-camera or separately (e.g., via email).

11. Bylaws – Reports, Readings and Adoption

a. Bylaw #441-26 Consolidated Fees Bylaw – Amendment #9 (Animal Control Fees) 3rd reading

Discussion:

- What does 'Wild Animal Violation' mean?
  - CAO was uncertain.
  - **Action:** CAO will research this and return to Council with his findings.

#116-26 It was moved and seconded

THAT bylaw 441-26 Consolidated Fees Bylaw #343-19 be read for the third and final time on the 22nd day of April, 2026.

Motion #116-26 was **CARRIED**.

12. Correspondence

a. Freedom of Colours Club Funding Request

Discussion:

- Council acknowledged the great presentation by Student Representative, Noah Bucknell.
- Council expressed overall support.

#117-26 It was moved and seconded

THAT the Freedom of Colours Club funding request be received and filed.

Motion #117-26 was **CARRIED**.

13. Council Reports and Notice of Motions

Councillor Busche

- Had another meeting with Solid Waste Management Advisory Group (SWAG) last night. The Committee is highly active and organized, with strong effort toward community engagement and education (especially on composting).
- The SWAG Committee is planning outreach (calls, emails, in-person) to inform residents about upcoming information sessions. It requests that Mayor Strand's report give the community a heads-up that SWAG will be contacting people.
- The Committee is seeking guidance on how best to reach CAFN citizens, as they lack a comparable contact list to the Village's. Possible outreach connection (e.g., through a known contact) was suggested for accessing broader community networks.

Councillor Mackinnon

- No report was provided.
- Thanked Public Works staff for their hard work recently.

Councillor Moore

- The Shakwak Committee met with its four members. The Chair's role will rotate, with responsibility for note-taking/minutes. Early planning is underway for a hall "celebration and remembrance," including a viewing opportunity during early demolition (with safety considerations for hazardous materials).
- Potential firefighter-assisted access to safely retrieve historical or meaningful items from the building. The event concept is tied to Canada Day, with a gathering at the arena featuring photos, memorabilia, and community participation. Local historical materials (photos, artifacts) are being sourced to document the hall's history from construction to present. The event is to be volunteer-led, with community groups contributing and no paid roles anticipated.
- Ideas include a visual display/board of the hall's history and recognition of contributors, plus possible commemorative items (e.g., t-shirts). The planning is ongoing, with further details to be developed and reported back to Council.

Councillor Sundbo

- Will be attending the Shakwak Hall Committee meeting tomorrow night.
- Noted a lot of recent truck activity in the new Mountain Ridge subdivision.

Mayor Strand

- No report was provided.

14. Questions from the Public

There were no questions from the public.

15. Motion to Close Meeting to the Public

a. Lands Update
b. Building Safety Discussion
c. Personnel Matter 1
d. Personnel Matter 2
e. Legal Update

#118-26 It was moved and seconded

THAT the meeting be closed to the public at 8:20 p.m.

Motion #118-26 was **CARRIED**.

16. Motion to Reopen Meeting to the Public

#119-26 It was moved and seconded

THAT the meeting be reopened to the public at 9:15 p.m.

Motion #119-26 was **CARRIED**.

#120-26 It was moved and seconded

THAT the meeting be extended past 9:00 p.m.

Motion #120-26 was **CARRIED**.

#121-26 It was moved and seconded

THAT there be a Committee of the Whole meeting on May 5, 2026 at 9:00 a.m. to 12:00 p.m.

Motion #121-26 was **CARRIED**.

#122-26 It was moved and seconded

THAT Council attend training on May 19, 2026 from 1:00 p.m. to 4:00 p.m.

Motion #122-26 was **CARRIED**.

17. Adjournment

#123-26 It was moved and seconded

THAT the meeting be adjourned.

Motion #123-26 was **CARRIED**

Meeting adjourned at 9:16 p.m.

Mayor Diane Strand

CAO David Fairbank