

**Village of Haines Junction
Regular Council Meeting November 23, 2016**

Present: Mayor Riseborough
Councillor Smith
Councillor Eckervogt
Councillor Koh
Councillor Sundbo

CAO Clarke
Recorder Istchenko
Foreman Hatherley

Call to Order

The meeting was called to order at 7:05 p.m.

Approval of Agenda

- #341-16 Moved T. Eckervogt Seconded E. Koh
THAT the agenda be approved as amended to include:
- Date schedule for final meeting of the year
 - Committee liaison rotation
 - Terms of Reference for strategic planning consultant
 - Junction Function Funding letter re: bank account
 - Art Acquisition Selection Committee meeting minutes

Motion #341-16 was **CARRIED**.

Approval of Minutes

Regular Council Meeting Minutes November 9, 2016 and Committee of the Whole Meeting Minutes November 16, 2016

- #342-16 Moved S. Smith Seconded E. Koh
THAT the minutes of the regular Council meeting of November 9, 2016 be approved as presented and;
THAT the minutes of the Committee of the Whole meeting of November 16, 2016 be approved as amended to correct a grammatical error on page 2.

Motion #342-16 was **CARRIED**.

Community Advisor Samantha Crosby and Gas Tax Manager Paula Nugent were in attendance. Ms. Nugent advised that the next allocation of Gas Tax Funds from Canada have been received.

Bylaws and Policies

Bylaw #315-16, Culture, Parks and Recreation Committee Bylaw #197-05 Amendment #1 Bylaw
The amendment bylaw reduces the honorarium for the committee chair from \$65.00 to \$45.00 per meeting, as requested by the CPR Committee members.

#343-16 Moved B. Sundbo Seconded E. Koh
THAT Bylaw #315-16, Culture, Parks and Recreation Committee Bylaw #197-05 Amendment #1 Bylaw be accepted as having been read for the second time.

Motion #343-16 was **CARRIED**.

#344-16 Moved S. Smith Seconded B. Sundbo
THAT Bylaw #315-16, Culture, Parks and Recreation Committee Bylaw #197-05 Amendment #1 Bylaw be accepted as having been read for the third and final time.

Motion #344-16 was **CARRIED**.

Municipal Reports

CAO Report

CAO Clarke noted that she has been focusing on staffing capacity, initiating reviews of the OCP and Zoning Bylaw, preparing budget amendments. An Asset Management Community of Practice workshop is scheduled for next week.

#345-16 Moved E. Koh Seconded T. Eckervogt
THAT the CAO report be accepted.

Motion #345-16 was **CARRIED**.

Public Works Report

Small Communities Fund application will be submitted to YG this week.

Minor deficiencies are being completed on the sprinkler system upgrades.

Christmas lights will be put up next week.

Civic addressing bylaw and guidelines are being updated.

The new sewage lift station building is expected to be complete by the end of the year.

Foreman Hatherley has reviewed the preliminary design for the lagoon upgrades.

Construction is scheduled to begin next year.

Councillor Koh noted that the Chamber of Commerce has requested that consideration be given to keeping the landfill open on Mondays during the winter as there are Public Works staff on shift who could open and close the gate. This will be discussed further at a committee of the Whole meeting.

#346-16 Moved B. Sundbo Seconded T. Eckervogt
THAT the Public Works report be accepted.

Motion #346-16 was **CARRIED**.

Treasurer Report – October 2016 Unaudited Financial Statements

It was clarified that the facility rental revenue from Council grants is not allocated to individual facility rental revenue accounts but to a separate revenue account for these grants. It was noted that some increased facility rental revenues are the result of OP Nanook.

#347-16 Moved E. Koh Seconded T. Eckervogt
THAT the Treasurer report be accepted.

Motion #347-16 was **CARRIED**.

Committee Reports and Recommendations

Culture, Parks and Recreation Committee, request re: JFFF Account

At present, the members of the Culture, Parks and Recreation (CPR) Committee maintain a bank account with TD Bank to pool their honoraria to form the Junction Function Funding Foundation (JFFF). Members of the CPR Committee may elect to contribute their honoraria to the JFFF in order to fund recreation opportunities in Haines Junction. Previously, signatories on this account could be changed through the local TD Agent. The rules governing signatory authorization at TD Bank have changed and signatory transfer now needs to take place in Whitehorse.

A recommendation was put forward by the Village of Haines Junction Treasurer to close the bank account and create a line item for the Junction Function Funding Foundation within the Village of Haines Junction accounts. The JFFF membership understands that the Village’s auditor has approved this transfer and that the committee will be able to designate these funds as per usual. As such, the JFFF membership requests that Council authorize the transfer of the Junction Function Funding Foundation TD Bank account to the Village of Haines Junction account. Meeting honorariums will be allocated to the fund by journal entry and JFFF disbursement cheques will be written from the Village of Haines Junction account.

#348-16 Moved E. Koh Seconded B. Sundbo

THAT the request to administer the JFFF fund through the municipal bank account be approved.

Motion #348-16 was **CARRIED**.

Art Acquisition Selection Committee Meeting Minutes October 17, 2016

The minutes contain motions requesting Council’s support in principal of suggested projects. Councillor Eckervogt noted that at the meeting of November 21, 2016 the committee discussed changes and additional projects. As all of the current members are new the committee is unsure of the process of acquiring artwork. The committee is continuing to explore the idea of carved masks for the Grand Hall. Councillor Eckervogt noted that two new ideas arose at the most recent meeting – a stained glass panel in the Atrium and a landscape photo on aluminum on the wall by the staircase. The committee has also suggested having a walking tour of the art in the Convention Centre and would like to ask if Council would be receptive to the idea of moving some of the art around.

The minutes of the most recent meeting have not yet been produced or approved. Mayor Riseborough suggested that the committee bylaw be reviewed to determine whether the posting of an RFP needs to be approved by Council.

#349-16 Moved S. Smith Seconded E. Koh

THAT if there is no requirement for Council approval that staff be authorized to proceed with developing an RFP in accordance with the committee’s wishes.

Motion #349-16 was **CARRIED**.

Councillor Sundbo noted that moving art creates potential for damage and further information would be required. He further noted the concern of Council not to approve committee recommendations based on draft minutes.

#350-16 Moved S. Smith Seconded E. Koh
THAT the minutes of the Art Acquisition Selection Committee meeting of October 17, 2016 be accepted.

Motion #350-16 was **CARRIED**.

Accounts Payable

Municipal Accounts Payable to November 23, 2016

#351-16 Moved E. Koh Seconded B. Sundbo
THAT municipal accounts payable, transfers and cheques #23458 to #23478 in the amount of \$72,358.52 be approved for payment.

Motion #351-16 was **CARRIED**.

Business Arising

Mountain Festival Webcam

#352-16 Moved B. Sundbo Seconded E. Koh
Whereas Council has received and discussed the request from the Mountain Festival coordinating committee,
Whereas Council passed Motion #295-16 on September 28, 2016 in support of collaborating with the mountain Festival coordinating committee,
Whereas Council directed the committee to compile and submit total project costs and those costs inclusive of a Village percentage share have been submitted,
Whereas this is a valuable community and economic development project,
Now Be It Resolved That Council approve a capital expenditure of \$4,263.64 for this project with a commitment to an annual operational cost of \$600.00

Motion #352-16 was **CARRIED**.

Small Communities Fund Transfer Payment Agreement

#353-16 Moved S. Smith Seconded B. Sundbo
Whereas Council has discussed short and midterm needs for the Village of Haines Junction landfill,
Whereas Council approved a prioritized needs list at the Committee of Whole meeting on November 16, 2016 in principal for submission to the Project Funding for Small Communities Fund Haines Junction Solid Waste improvements,
Council understands that \$200,000 has been allocated to the Village of Haines Junction from this fund to be expended in 2017,
Whereas Council plans include the set-up of a landfill committee comprised of community members to work with a consultant on a long term plan for the landfill and the grant permits up to 15% allocation towards engaging the services of a consultant for planning and assessment,
Whereas requisite amendments to the four year capital plan will be brought forward in the budget amendment Bylaw process,
Whereas this is a valuable investment in our community,

Now Be It Resolved That Council grant signing authority to the Chief Administrative Officer on the Transfer Payment Agreement Project funding for Small Communities Fund, Haines Junction Solid Waste Improvements.

Motion #353-16 was **CARRIED**.

Kluane National Park

#354-16

Moved E. Koh Seconded S. Smith

Whereas Council has received a request for a letter in support of a permanent seasonal extension for Kluane National Park and Reserve Visitor Centre and Kathleen Lake Campground,

Whereas the extension was approved as a pilot in 2014, 2015 and 2016 and as pilot extensions can only be approved for three years, KNPR Visitor Centre and Kathleen Lake Campground must now apply for a permanent season extension in order to stay open through the month of September,

Whereas statistics show that September is the third highest visitation month in Kluane,

Whereas this would positively impact the tourism business in the Village of Haines Junction,

Now Be It Resolved That Council submit a letter in support of a permanent seasonal extension for Kluane National Park and Reserve Visitor Centre and Kathleen Lake Campground.

Motion #354-16 was **CARRIED**.

Rick Hansen Foundation Barrier Buster Projects Grant Funding

Grants of up to \$30,000 are available to schools, community groups and municipalities with an application deadline of March 31, 2017. This information will be forwarded to the Community Development Committee and the school for consideration of projects.

The final meeting of the year will be scheduled for 7:00 p.m., Wednesday December 21, 2016. Agenda items will include award of annual tenders and provisional budget.

Council is requested to provide feedback on the Strategic Planning Terms of Reference.

Council Committee Liaison Rotation

Cemetery Committee – Councillor Smith

Community Development Committee – Councillor Sundbo

Culture, Parks and Recreation Committee – Councillor Eckervogt

Art Acquisition Selection Committee – Councillor Eckervogt

Chamber of Commerce – Councillor Koh

Information and Correspondence

#355-16

Moved E. Koh Seconded B. Sundbo

THAT the Information and Correspondence items as outlined on the agenda be received for information.

Motion #355-16 was **CARRIED**.

A letter will be sent to MLA Istchenko inviting him to meet with Council.

It was suggested that a briefing document of Village issues be provided to the government once the new Cabinet is appointed along with letters of congratulations to individual Ministers.

Mayor Riseborough noted that the OCP no longer meets the needs of the community in regards to land use planning. It was suggested that a land use planner be hired to conduct the OCP review.

Ms. Nugent advised that Gas Tax funds can be used for long term planning such as the OCP and ICSP.

Council Reports

Councillor Koh noted that the Chamber of Commerce would like a redesign of the Welcome to Haines Junction brochure for 2017. Mayor Riseborough suggested that the Chamber appoint some representatives to be involved with the redesign.

Councillor Koh noted concerns received regarding icy conditions on the Willow Acres Road. There may be some confusion with the recent zoning amendment to provide for a smaller minimum lot size in Single Family Residential. The building size requirement has not been changed.

Councillor Smith noted that the CPR Committee will be hosting a recreation open house on November 28, 2016.

Adjournment

#356-16

Moved S. Smith

THAT there being no further business, this meeting is adjourned.

Motion #356-16 was **CARRIED**.

The meeting adjourned at 9:08 p.m.



Mayor Michael Riseborough



CAO Cathy Clarke

