

**Village of Haines Junction
Regular Council Meeting April 11, 2017
7:00 p.m., Council Chambers**

Present: Mayor Riseborough
Councillor Smith
Councillor Eckervogt
Councillor Sundbo
Councillor Koh (by telephone)

CAO Clarke, Recorder Istchenko, Foreman Hatherley

Call to Order

The meeting was called to order at 7:04 p.m.

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

Approval of Agenda

#87-17 Moved T. Eckervogt Seconded S. Smith
THAT the agenda be approved as amended under Delegations to add Grace Noel and Mark Ritchie re: road maintenance of Willow Acres Subdivision.

Motion #87-17 was **CARRIED**.

Approval of Minutes

Regular Council Meeting Minutes March 8, 2017

#88-17 Moved T. Eckervogt Seconded B. Sundbo
THAT the minutes of the regular Council meeting of March 8, 2017 be approved as presented.

Motion #88-17 was **CARRIED**.

Delegations

Grace Noel and Mark Ritchie re: Road Maintenance of Willow Acres Subdivision

Mrs. Noel and Mr. Ritchie attended the meeting to speak to recent letters written to the Village regarding the poor condition of the Willow Acres Road this winter. Mrs. Noel noted that the road has not been well kept, with deep ruts and insufficient sand on the corners. Mr. Ritchie noted that when the road is being cleared of snow he has observed the tracks where the equipment has turned at the beginning of the subdivision. It was further noted that this year is the worst condition the road has been, especially during the recent ice storm. It was clarified that the schedule for clearing is to complete the main roads and emergency and school access within 16 hours of a snowfall, side streets within 24 hours and alleys within 36 hours. Mayor Riseborough thanked Mrs. Noel and Mr. Ritchie for bringing their concerns to Council's attention and encouraged them to contact the CAO with any future concerns.

Kari Johnston, Chair, Culture, Parks and Recreation Committee re: Meeting Minutes and Correspondence

Ms. Johnston attended to provide clarification on the March 27th committee minutes as there had been no Council member present at the meeting. Council noted their approval of the matrix used by the committee to evaluate the recreation grant applications. Ms. Johnston noted that she had reached out to the individual who has voiced concerns with the recreation grant process.

Bylaws and Policies

Bylaw #319-17, 2017 Property Taxation Levy Bylaw

#89-17 Moved B. Sundbo Seconded T. Eckervogt
THAT the 2017 minimum tax levy be reduced back to \$300.00.

Motion #89-17 was **CARRIED**.

#90-17 Moved S. Smith Seconded T. Eckervogt
THAT Bylaw #319-17, 2017 Property Taxation Levy Bylaw be accepted as having been read for the third and final time.

Motion #90-17 was **CARRIED**.

Bylaw #320-17, 2017 Capital Expenditure Budget Bylaw

#91-17 Moved E. Koh Seconded S. Smith
THAT Bylaw #320-17, 2017 Capital Expenditure Budget Bylaw be accepted as having been read for the third and final time.
Discussion: An addition error on the Cemetery line item has been corrected and the Art Acquisition Line item has been reduced to reflect the revenue changes that have been made in the O&M budget.

Motion #91-17 was **CARRIED**.

Bylaw #321-17, 2017 Annual Operating Budget Bylaw

#92-17 Moved E. Koh Seconded S. Smith
THAT Bylaw #321-17, 2017 Annual Operating Budget Bylaw be accepted as having been read for the third and final time.
Discussion: An error in Administration Salaries has been corrected; Student funding has been reduced as not all grant applications have been approved; Animal Control fines have been reduced; Beverage Container Refunds have been increased to reflect 2016 actual; Convention Centre contract services has been increased to cover alarm monitoring; Mezzanine building O&M has been increased to cover recent repaint. An explanation on the Community Hall building O&M for concrete testing will be included in the budget narrative.

Motion #92-17 was **CARRIED**.

Municipal Reports

CAO Activity Report

Work on the tactical plan for the Strategic Planning has begun. A report will be provided for the April 19th Committee of the Whole meeting.

The public information meeting on the upcoming water line infrastructure project was held prior to the meeting. Suggestions were made by a resident to consider additional work such as asphalt resurfacing and sidewalks. Councillor Eckervogt noted that this work is for replacement of existing infrastructure. It was noted at the public meeting that the replacement lines will include a hook up for a recirculating line at each property. Recirculating lines would decrease water usage by replacing the need for bleeders. Possible funding sources for resident hook up are being explored.

The final Strategic Planning and Asset Management session is scheduled for May 22, 23 and 24, 2017.

Presentations on the Dezadeash Day Use Area Landscape Plan and Trail Mapping and Inventory project will be made at the April 19th Committee of the Whole meeting.

2016 Unaudited Financial Statements

These are final figures for the year pending any auditor adjustments. It was noted that there have been no significant variances that have not previously been identified. Total revenues are 95.6% of projected budget and expenses are 81.3%. There is an estimated cash surplus of \$687,000, due in large part to uncompleted capital projects. Final audited statements may not show a surplus once depreciation is recorded. It was clarified for Councillor Sundbo that all outstanding invoices for 2016 have been recorded.

#93-17

Moved S. Smith Seconded E. Koh

THAT the December 2016 Unaudited Financial Statements be accepted for information.

Motion #93-17 was **CARRIED**.

Committee Reports and Recommendations

Cemetery Committee Meeting Minutes January 26, 2017

Letters will be written to departing members Jennifer Bakke and Ruth Lawrence.

Councillor Smith noted that Public Works has been requested to attend the next meeting to schedule approved budget projects.

Councillor Smith noted that the Lions Club would like a policy on providing grave maintenance. It was clarified that there has been no written agreement and the Lions Club has been asked to do the work by the committee. Councillor Smith clarified that this request is regarding calls that club members have received to provide private work that is outside the scope of regular maintenance. A Lions Club representative will be invited to meet with Council to clarify the request.

#94-17

Moved B. Sundbo Seconded T. Eckervogt

THAT the minutes of the Cemetery Committee Meeting of January 26, 2017 be accepted for information.

Motion #94-17 was **CARRIED**.

Culture, Parks and Recreation Committee Meeting Minutes January 23 and March 27, 2017

#95-17 Moved E. Koh Seconded S. Smith
THAT the minutes of the Culture, Parks and Recreation Committee meeting of January 23, 2017 be accepted for information.

Motion #95-17 was **CARRIED**.

#96-17 Moved T. Eckervogt Seconded B. Sundbo
THAT the minutes of the Culture, Parks and Recreation Committee meeting of March 27, 2017 be accepted for information.

Motion #96-17 was **CARRIED**.

#97-17 Moved T. Eckervogt Seconded E. Koh
THAT the Haines Junction Lottery Funding grants disbursements as per the Culture, Parks and Recreation Committee be approved as follows:
- CAFN Community Wellness Kickboxing - \$1,800
- Dakwakada Dancers - \$2,500
- Soccer Club - \$1,840
- SECS WISE Program - \$1,200

Motion #97-17 was **CARRIED**.

Council discussed the matrix used by the committee to evaluate the grant applications which totaled more than the total grant funds available to be disbursed. Councillor Eckervogt noted that this was a fair and equitable process. A response will be sent to the recipient who noted concern with the new decision making matrix.

Community Development Committee Meeting Minutes March 7, 2017

#98-17 Moved T. Eckervogt Seconded S. Smith
THAT the minutes of the Community Development Committee meeting of March 7, 2017 be accepted for information.

Motion #98-17 was **CARRIED**.

The committee request to distribute a member recruitment brochure was discussed and approved. It was confirmed that the cost will be allocated to the CDC Committee Small Projects budget line item. The committee has also requested changes to the quorum requirement as the number of members has decreased again.

#99-17 Moved E. Koh Seconded B. Sundbo
THAT the bylaw requirement for the committee's meeting quorum be suspended until October 30, 2017 to allow for a quorum of 51%.

Motion #99-17 was **CARRIED**.

Accounts Payable

Municipal Accounts Payable to April 11, 2017

#100-17 Moved E. Koh Seconded T. Eckervogt
THAT municipal accounts payable, transfers and cheques #23715 to #23747 in the amount of \$184,115.72 be approved for payment.

Motion #100-17 was **CARRIED**.

Business Arising

Carpentry Labor Request for Proposal

The tender has been posted with a closing date of April 12, 2017.

#101-17 Moved S. Smith Seconded B. Sundbo
THAT Council grants Administration authority to award the Carpentry Labour tender.

Motion #101-17 was **CARRIED**.

FCM Legal Defense Fund

#102-17 Moved S. Smith Seconded T. Eckervogt
THAT \$52.50 be granted in support of the FCM legal defense fund.

Motion #102-17 was **CARRIED**.

Block Funding Grant to the St. Elias Chamber of Commerce

The Chamber has asked for an amendment to their previous request for funding to include an additional contribution towards advertising.

#103-17 Moved T. Eckervogt Seconded E. Koh
THAT a total of \$2,500 be granted to the St. Elias Chamber of Commerce for 2017.

Motion #103-17 was **CARRIED**.

Request for Overnight Parking Exemption - Kluane Chilkat International Bicycle Relay

#104-17 Moved S. Smith Seconded T. Eckervogt
THAT an exemption to the overnight parking Bylaw be granted to the Kluane Chilkat International Bicycle Relay for up to 10 self-contained units at the Dezadeash Day Use Area on June 16, 2017.

Motion #104-17 was **CARRIED**.

Information and Correspondence

Trans Canada Trail Celebration

#105-17 Moved B. Sundbo Seconded S. Smith
THAT be an application be submitted for funding of up to \$1,500 for a celebration of The Great Trail.

Motion #105-17 was **CARRIED**.

Council Reports

Councillor Koh has been invited to attend the Chamber of Commerce strategic planning session on May 27, 2017.

Councillor Sundbo noted that CPIG grants were reviewed at the last CDC meeting. Councillor Eckervogt and Mayor Riseborough will attend the Local Government Leadership Forum in Whitehorse on June 22nd.

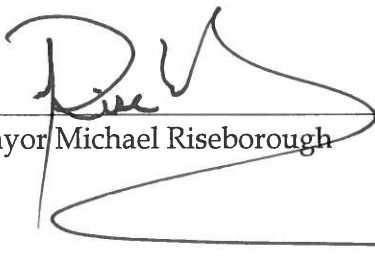
Councillor Smith noted that a preliminary meeting has been held regarding planning events to commemorate the Alaska Highway 75th anniversary. A photo display, banners and a community dinner and bingo have been suggested.

Adjournment


#106-17 Moved T. Eckervogt
THAT there being no further business, this meeting is adjourned.

Motion #106-17 was **CARRIED**.

The meeting adjourned at 9:40 p.m.



Mayor Michael Riseborough



CAO Cathy Clarke

