



Village of Haines Junction

June 11, 2025

Regular Council Meeting 7:00 pm

This meeting will be held in Council Chambers. Attendance at this meeting is also available through Zoom web or teleconferencing (see below for instructions).

AGENDA

1. **Call to Order**
2. **Acknowledgement of Champagne and Aishihik First Nations Traditional Territory**
3. **Adoption of Agenda**
4. **Declaration of Pecuniary Interest**
5. **Adoption of Minutes of Regular and Special Council Meetings**
 - a. May 28, 2025 Council Meeting Minutes
6. **Proclamations**
7. **Delegations**
8. **Public Hearings and Public Input Sessions**
9. **Old Business**
 - a. Amended Monday/Tuesday Landfill Access Policy
 - i. RTC – Revisions to Monday/Tuesday Landfill Access Policy
 - ii. Amended Monday/Tuesday Landfill Access Policy
 - b. RTC and Amended Housing Accelerator Fund Policies
 - i. RTC – Proposed Amendments to HAF Policies
 - ii. Draft Amended Affordable Housing Construction Grant Policy #41-24
 - iii. Draft Amended New Dwelling Construction Grant for Young Residents Policy #40-24
 - iv. Draft New Dwelling Construction Grant Policy #46-24
 - v. June 2025 HAF Agreement Summary (for reference)
10. **New Business**
 - a. Accounts Payable to June 11, 2025
 - b. Presentation - 2024 Audit
 - c. Presentation on Draft Financial Sustainability Report
 - d. RTC – Composting
 - e. RTC – Camping request, Haines Junction Triathlon
11. **Bylaws – Reports, Readings and Adoption**
 - a. RTC and Housing Accelerator Fund Bylaws
 - i. RTC – New Dwelling Construction Grant Bylaw
 - ii. Bylaw #428-25 New Dwelling Construction Grant – for First and Second Reading
 - b. Bylaw #429-25 Zoning Bylaw #411-24 Amendment #2
12. **Correspondence**
 - a. Letter – Invitation to Mayor Strand to provide opening remarks at the Da Kų Năn Ts'éthhèt – *Our House is Waking up the Land Festival*
13. **Council Reports and Notice of Motions**
14. **Questions from the Public**

The Village of Haines Junction respectfully acknowledges that we are situated on the Traditional Territory of the Champagne and Aishihik First Nations.

15. Motion to Close Meeting to the Public

- a. May 2025 Haines Junction Mayors-Chiefs Report
- b. Asset Management
- c. Strategic Planning
- d. Land Discussion

16. Adjournment

The next Regular Council Meeting will take place at 7:00 pm on June 25th in Council Chambers and via Zoom.

Join Zoom Meeting

<https://us02web.zoom.us/j/8676347100>

Meeting ID: 867 634 7100

One tap mobile

+17806660144,,8676347100# Canada

+12042727920,,8676347100# Canada

Dial by your location

• +1 780 666 0144 Canada

• +1 204 272 7920 Canada

• +1 438 809 7799 Canada

• +1 587 328 1099 Canada

• +1 647 374 4685 Canada

• +1 647 558 0588 Canada

• +1 778 907 2071 Canada

Meeting ID: 867 634 7100

Find your local number: <https://us02web.zoom.us/j/8676347100>

Please call the Village Office (634-7100) during regular office hours for assistance in joining via zoom.



Village of Haines Junction Report to Council

June 11, 2025

☒ Council Decision
☒ Council Direction
☐ Council Information
☐ Closed Meeting

RE: Monday/Tuesday access to landfill for high-volume users

Recommendation

Council approve the attached policy, allowing certain high-volume users to access to the landfill on Mondays and Tuesdays on the following conditions:

- Access will require an application to be made to the Village.
- The high-volume user has made a reasonable case for why access is required on Monday/Tuesday.
- Users granted access will need to enter into a contract with the Village and agree to the Village's terms and conditions for being granted access after hours and will be required to post a cash bond of \$500.

Background

A Report to Council and Draft After Hours Landfill Access for High Volume Users Policy was reviewed by Council at their Regular Council Meeting on May 28, 2025. At that meeting Council made the following motion:

Motion #189-25

THAT the draft After Hours Landfill Access Agreement for High Volume Users policy be amended to include the posting of a bond and brought back to Council for additional review.

Current Status

The draft policy (attached) has been updated as follows:

- The title of the policy has been changed to "Monday/Tuesday Landfill Access for High Volume Users Policy"
- The policy now specifies hours of access for which the policy applies: Mondays and Tuesdays from 9 am to 6 pm
- Users must post a bond to get access to the landfill on Mondays and Tuesdays, noting:
 - Staff recommend the bond be set at \$500
 - Once the users pay the bond and sign the agreement, they will be given a key to the access gate. When the key is returned the cash bond will be returned.

- Any breach of the terms and conditions in the agreement will result in a forfeit of the bond.
- Any breach of the terms and conditions in the agreement will also require the user to surrender their key.
- Failure to return key after forfeiting their bond could result in a ban from the facility.
- Users who forfeit their bond will have to pay bond again to regain access to the facility on Mondays and Tuesdays.
- Users are required to fill out manifest form for each trip to the facility. The forms must be deposited into the drop box at gatehouse. The vehicle license plate must be noted on the form to facilitate comparison to security camera footage.
- Users must agree to their load size within the agreement. This load size will be noted in the agreement. Loads below this size will be charged at this rate. Loads above this size are not permitted.

Discussion/Analysis

Council had requested the policy require the posting of a bond. In the case of a spill or the disposal of waste in the wrong area of the landfill (which would require staff time rectify), the posting of a bond would ensure that funds would be on hand to cover costs.

Asset Management Impact

This is described in the May 28, 2025 Report to Council.

Alternatives Considered

Options considered.

1. Surety (non-cash) bond – the agreement could require users to be bonded. Surety bonds guarantee 100% satisfaction and are usually drawn up for specific projects or services. While it is the responsibility of the user to obtain the surety bond, the Village, the user and the insurer would work together to determine the best way to approach the underwriting process. Should, for example, a spill occurs, the Village would file a claim on the surety bond. The insurer would then initiate an investigation to confirm whether the claim is valid. If the claim is valid, the full cost as well as litigation costs would be paid to the Village. The user would be responsible for paying money owed to the insurer; if they do not have the money to cover the cost, the responsibility would fall to the insurer. It may not be possible to require a government agency to post a surety bond (many levels of government do not purchase insurance). Surety bonds offer more protection than a cash bond.
2. Cash bond – A cash bond is another way to guarantee users fulfill their obligations under the agreement. These agreements would be made between Village and the user and do not involve an insurer. A bond is refundable when conditions are met and is associated with executing an agreement. Construction bonds and performance bonds are typically calculated as a percentage of a contract amount and typically range from 1% to 3. Estimating costs of a potential spill or potential labour costs of Village staff to address

dumping in the wrong location would be difficult, if not impossible, as costs would vary widely. It would be more appropriate to set the bond at an amount that is high enough to discourage those who want Monday/Tuesday access out of necessity, not out of convenience.

3. Cash deposit – Deposits are non-refundable, are typically provided before a contract is signed, and are credited towards future payments. A deposit could be used as an advance payment towards tipping fees. When the deposit is used up, an additional deposit would be required.

Alignment with Strategic Priorities

One goal of Council's Strategic Plan is to define service levels that are both effective and financially sustainable.

Draft Resolution

THAT the Monday/Tuesday Landfill Access Agreement for High Volume Users Policy was read and adopted on June 11, 2025.

Prepared by

Aynslie Ogden
Policy and Communications Manager



VILLAGE OF HAINES JUNCTION

Monday/Tuesday Landfill Access for High Volume Users

Policy #45-25

1. Purpose

The purpose of this policy is to provide (approved) high volume users, who demonstrate a clear need to dispose of garbage when the landfill is closed on Mondays and Tuesdays, with terms and conditions for after-hours access.

2. Policy Statement

The Policy will describe the process for approving and granting access to high volume users to the landfill on Mondays and Tuesdays when the landfill is closed as well as the terms and conditions of access.

3. Definitions

- 3.1 High volume users – Refers to volumes that are typically generated by commercial and institutional users (e.g. land clearing activities, Yukon government and Parks Canada campgrounds).
- 3.2 Hours of operation – The regular hours of operation for the Haines Junction landfill are Wednesday to Sunday, 9:00am to 6:00pm.
- 3.3 Monday/Tuesday access – High volume users granted access to the Landfill on Mondays and Tuesdays will only be permitted access during the hours of 9:00 am to 6:00 pm.

4. Implementation

4.1 Application

All users requesting after hours access must complete the Monday/Tuesday Access Policy Application Form (Appendix A).

4.2 Assessment of applications

Applications will be assessed per the following criteria:

- The applicant is within the Haines Junction / Dakwäkäda regional boundary (as defined in the Interim Regionalization Agreement).
- The regular operating hours of the landfill are creating hardship for the applicant.
- A high volume of waste needs to be disposed of on Mondays and Tuesdays.
- The waste to be dropped off will not include hazardous materials or banned materials.

4.3 Acceptance of terms and conditions

Appendix B outlines the terms and conditions of after-hours access and must be signed by the applicant and the CAO, and the applicable bond must be paid, before access will be granted.

Access will be revoked, and the bond forfeited, if any of these terms and conditions are not met.

5. **General information**

Questions about the policy should be directed to the Chief Administrative Officer at cao@hainesjunction.ca

6. **Application**

6.1 Relationship to other policies

This policy relates to the operating hours at the landfill (Motion 290-23). Should operating hours at the landfill be changed, this policy should be reviewed.

This policy relates to the Village's Interim Landfill Regionalization Agreement with the Government of Yukon which requires the Village to monitor all materials brought into the landfill.

6.2 Order of policies

Where any part of this policy conflicts with requirements in Village Bylaws, the requirements in the Bylaws will apply.

POLICY TITLE: Monday/Tuesday Landfill Access for High Volume Users
POLICY #: 45-25
EFFECTIVE DATE: June 11, 2025
ADOPTED BY COUNCIL ON: June 11, 2025
RESOLUTION #: XXX-XX

Approved by:

Diane Strand, Mayor

Dave Fairbank, CAO



VILLAGE OF HAINES JUNCTION

Monday/Tuesday Landfill Access – High Volume Users

APPLICATION FORM

Name: _____

Business: _____

Address: _____

Phone: _____

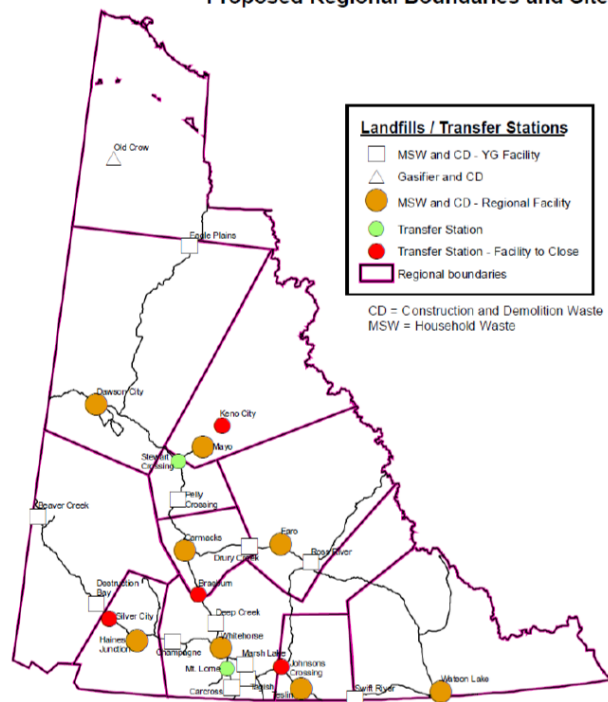
Email: _____

Is your business / organization located within the Haines Junction / Dakwākāda regional boundary (per the adjacent map)?

- ☐ Yes
- ☐ No

Please explain when you are currently accessing the landfill.

**Yukon After Regionalization:
Proposed Regional Boundaries and Sites to be Closed**



Please describe the volume of waste that you bring to the landfill on a weekly basis.

Please describe the type of waste that you bring to the landfill

Please describe why you are requesting access to the landfill on Mondays and Tuesdays:

Signature

Date

Please attach additional page(s) if needed



VILLAGE OF HAINES JUNCTION

Monday/Tuesday Landfill Access - High Volume Users

AGREEMENT

Name: _____

Business: _____

Address: _____

Phone: _____

Email: _____

As a user of the landfill on Mondays and Tuesdays, I agree to abide by the following terms and conditions (please check all boxes to indicate you have read and agree with the terms and conditions)

- ☐ I will limit access to Mondays and Tuesdays from 9 am to 6 pm.
- ☐ I will ensure the gate is locked when I am on site and when I leave the site.
- ☐ I will dispose of materials in the appropriate locations at the landfill.
- ☐ I understand that it is my responsibility to understand where materials are to be disposed of at the landfill BEFORE arriving to drop off materials on Mondays or Tuesdays.
- ☐ I will not bring hazardous/special waste to the landfill for disposal on Mondays or Tuesdays.
- ☐ I will not bring white goods, oil tanks, vehicles, tires, concrete, e-waste, automotive batteries, or materials containing asbestos to the landfill for disposal on Mondays or Tuesdays.
- ☐ I will not bring any materials to the landfill that may require analytical testing to demonstrate acceptable contamination levels to the landfill for disposal on Mondays or Tuesdays.
- ☐ I will not bring banned materials to the landfill for disposal on Mondays or Tuesdays.

- ☐ I understand that I am responsible for paying tipping fees for all non-recyclable materials that are disposed of on Mondays or Tuesdays.
- ☐ I understand that the gate attendant will charge a fee based on the following load size:

Specify Load Size: _____

- ☐ I understand that loads below this size will be charged at the load size specified above.
- ☐ I understand that loads above this size are not permitted.
- ☐ I understand that I must fill out a manifest form for each trip made to the facility on Monday or Tuesday.
- ☐ I understand the manifest form must be deposited into the drop box at the gatehouse.
- ☐ I understand that my vehicle license plate must be noted on the form to facilitate comparison to security camera footage.
- ☐ I understand that the final decision on any disputes on invoicing will rest with the CAO.
- ☐ I understand that I am responsible for removing any banned materials, or paying for the cost of their removal, that I bring to the landfill on Monday or Tuesday
- ☐ I understand that I am responsible for paying for the clean up of any spills that result from my access to the landfill.
- ☐ I understand that my activities at the landfill will be recorded on camera.
- ☐ I understand that I must post a bond of \$500 to get access to the landfill on Monday and Tuesday.
- ☐ I understand that once the bond is paid and the agreement is signed by both parties, I will be given a key to the access gate.
- ☐ I will not share my access key with anyone other than my staff who are working for me.
- ☐ I am responsible for ensuring my staff understand the terms and conditions associated with access to the landfill on Mondays and Tuesdays.

- ☐ I understand that any breach of the terms and conditions in this agreement will result in a forfeit of the bond.
- ☐ I understand that any breach of the terms and conditions in this agreement will also require me to surrender my key.
- ☐ I understand that any failure to return the key after the bond is forfeited could result in a ban from the facility.
- ☐ I understand that if I forfeit my bond, I will need to repay the bond again to regain access to the facility on Mondays and Tuesdays.
- ☐ I understand that, providing the terms and conditions of this agreement are met, my bond will be refunded when I return my access key.

Agreed to by:

Signature

Date

Approved by:

CAO

Date

For office use:

A bond of \$500 was received on the following date: _____



**Village of Haines Junction
Report to Council**

June 11, 2025

☒ **Council Decision**
☒ **Council Direction**
☐ **Council Information**
☐ **Closed Meeting**

RE: Suggested Amendments to Housing Accelerator Fund Implementation Policies

Background

On December 22, 2023, the Village of Haines Junction entered into a four-year agreement with the Canadian Mortgage and Housing Corporation (CMHC) to create more supply of housing at an accelerated pace and enhance certainty in the approvals and building process. The total amount of this agreement is \$1,234,637.10. The agreement is payable in four advances of \$308,659.29. The fourth advance is contingent on the achievement of housing supply growth targets of 63 permitted housing units by the end of 2026, including:

- 13 middle missing housing units
- 10 other multi-unit housing units
- 17.43% of the Housing Supply Growth Target are affordable units

Prior Council approved two policies and two bylaws to enable the implementation of funding received from CMHC's Housing Accelerator Fund:

- Policy #41-24 Affordable Housing Construction Grant Policy (2024/09/25).
- Policy #40-24 New Dwelling Construction Grant for Young Residents Policy (2024/08/28)
- Bylaw #417-24 Affordable Housing Construction Grant (2024/09/25)
- Bylaw #418024 New Dwelling Construction grant for Young Residents (2024/09/11).

Current Status

Status of HAF-funded initiatives:

	Status	Budgeted	Hard Commitments To-Date	Actual Spending To-date
Initiatives per agreement				
1 – Zoning Bylaw Update	Complete	\$75,000.00	\$53,674.96	\$53,674.96
2 – Improve Building Permitting and Approvals Process	Initiated	\$50,000.00	\$0	\$0
3 – New Dwelling Construction Grant Program for Young Residents	Initiated	\$250,000.00	\$125,000	\$0
4 – Recreation and Community Services Review to Support Long Term Residency	Initiated	\$100,000.00	\$0	\$0
5 – Promote Higher Density Residential & Commercial Mixed-Use	Complete	\$75,000.00	\$0	\$0
6 – Housing Needs Assessment	Complete	\$0	\$0	\$0

Additional initiatives				
Affordable Housing Construction Grant	Initiated	\$250,000.00	\$77,487.90	\$0
Project/Asset Manager – 3-year term position	Initiated	\$362,073.75	\$362,073.75	\$49,442.60
GIS Platform Development	Initiated	\$10,000.00	\$10,000.00	\$7,960.55
Computer/Legal	n/a	\$5,000.00	\$3,857.93	\$3,857.93
Not yet allocated	n/a	\$57,563.35	n/a	n/a
Total		\$1,234,637.10	\$630,055.09	\$114,936.04

Status of Housing Supply Growth Targets:

	Target	Achieved in Year 1
Single Detached		9
Missing Middle	13	0
Multi Unit	10	0
Total	63	0
Affordable (%)	17.43%	0%

Discussion/Analysis

1. We are not achieving our housing supply targets

The Village achieved 45% of its Year 1 housing supply target. CMHC has indicated that it is crucial for the Village to ensure permits issued over Year 2 and 3 lead to improved permitting outcomes and bridge the gap between actual permits achieved in the first year and the forecasted permits across all housing types. CMHC indicated that the Village needs to demonstrate progress towards housing supply targets to secure future payments, or plan for a reduced budget.

Unfortunately, circumstances beyond our control have had a significant impact on our ability to achieve housing supply targets. In Yukon, the Government of Yukon is responsible for land development and sales. Yukon government has been working on a new subdivision in Haines Junction that, when the agreement was signed, was expected to result in 44 new lots on the market in October 2024. These lots still have not been put on the market and the latest information we have received indicates that 28 lots will be put up for sale later this summer/early fall, but that there will be a delay in putting the remaining 16 lots (which are also the most desirable lots within the development) until next year because of delays within the land titles office. The only new inventory was 6 lots that the Village put up for sale in June 2024 which were all sold within a week.

Given these circumstances, we have revised our estimate what we expect will be able to achieve with housing supply:

Year	# Units	Housing Type
Actual -Year 1 (2024)	9	Baseline: Single Detached
Estimate - Year 2 (2025)	9	Baseline: Single Detached Note: Very limited land for sale in community
Estimate - Year 2 (2025)	5	Affordable Housing Construction Grant – Intake 1
Estimate - Year 2 (2025)	5	New Dwelling Construction Grant for Young Residents

Estimate - Year 3 (2026)	9	Baseline: Single Detached
Estimate - Year 3 (2026)	5	Expected response to opening of Mountain Ridge Subdivision
<i>Subtotal</i>	<i>42</i>	<i>Anticipated housing supply within deadline to meet targets</i>
Estimate - Year 4 (2027)	5	Affordable Housing Construction Grant – Intake 2
Estimate - Year 4 (2027)	6	New Dwelling Construction Grant
Estimate - Year 4 (2027)	10	Expected response to opening of Mountain Ridge Subdivision
Total	63	Anticipated housing supply with 1-year extension

Recommendation #1: Since the Village is at risk of not receiving the fourth payment of \$308,659.29, the budget should be amended to reflect what the Village is going to be likely eligible for given our progress to date on housing supply targets, which is \$925,977,81.

Recommendation #2: Since it is very difficult to meet housing supply targets when there is no land for sale in the community, a circumstance that is very much beyond the control of the Village and a situation which we hope will change within the next 3 months, an amendment to the agreement to allow for extension of the deadline for Housing Supply Targets by a year would greatly increase our ability to meet these targets, and allow us to plan for spending the full budget allocation. A formal request for an extension has not yet been made to CMHC, and it is uncertain whether they will be amenable to changing the agreement.

2. Two initiatives were completed under-budget; one initiative does not require the full budget allocation

Initiative 5, to promote higher density residential and commercial mixed use, was achieved with the completion of the new Zoning Bylaw. In addition, Initiative 1, the new Zoning Bylaw project, which is now complete, came in \$21,235.04 under budget. The Recreation and Community Services Review Initiative was allocated \$100,000. All of this budget will not be needed complete this project, given work that was completed on a Recreational Needs Assessment in September 2023.

Recommendation #3: \$96,325,04 from Initiatives 1 and 5 are available to be re-allocated.

Recommendation #4: The budget allocated to the Recreation and Community Services Review be reduced from \$100,000 to \$25,000

3. Staff responsible for HAF Implementation are on leave

Our Project/Asset Manager is on a one-year maternity leave and is planning to return to part time work for six months in December, 2025 before returning to full-time. Due to reduced staff capacity, work has been put on hold on two initiatives: Initiative 2 - Improve Building Permitting and Approvals Process and Initiative 4 - Recreation and Community Services Review to Support Long-Term Residency.

Recommendation #5: An amendment to the salary budget to reflect six months at part-time instead of full-time. This would bring the budget requirements down to \$331,900.94 to 2.5 years at full time plus 6 months at part-time.

Recommendation #6: An amendment to timeframe of the agreement to allow for Initiatives 2 and 4 to be completed in Year 4.

4. The Affordable Housing Construction Grant was under-subscribed.

The Village received two applications under the Affordable Housing Construction Grant; one for four units of rental housing, and the other for one unit of rental housing. Units are eligible for 5% of project costs, up to a maximum of \$25,000. Based on present estimates of project costs, the grant allocation is estimated to be \$77,487.90 based on 5% of the costs of construction for 5 rental units.

Recommendation #7: We recommend amending the policy/bylaw for the Affordable Housing Construction Grant to remove the requirement that units are eligible for 5% of project costs, up to a maximum of \$25,000 and instead just awarding each eligible, constructed, unit \$25,000. We recommend issuing a second call for proposals for the unallocated funding of \$125,000.

5. The New Dwelling Construction Grant for Young Residents was also under-subscribed.

Six applied for the New Dwelling Construction Grant for Young Residents, of which five were eligible. If all five projects are completed by July 11, 2027, \$125,000 in grants will be paid out.

Recommendation #8: We recommend allocating unspent funds from the New Dwelling Construction Grant for Young Residents program to a New Dwelling Construction Grant program. The New Dwelling Construction Grant program would mirror the New Dwelling Construction Grant for Young Residents program except for the grant would \$20,000 per eligible dwelling and the age restriction would be removed.

Recommendation #9: If Council agrees with Recommendation #9 and creates a New Dwelling Construction Grant, the availability of lots combined with the tight timeframe and the availability of builders may be a barrier to initiating construction. an amendment to the agreement to allow for extension of the deadline for Housing Supply Targets by a year would greatly increase our ability to meet these targets. A formal request for an extension has not yet been made to CMHC, and it is uncertain whether they will be amenable to changing the agreement.

Asset Management Impact

If the above recommendations are implemented, the revised budget would be:

	Current Budget	Revised Budget
Initiatives per agreement		
1 – Zoning Bylaw Update	\$75,000.00	\$53,674.96
2 – Improve Building Permitting and Approvals Process	\$50,000.00	\$0
3 – New Dwelling Construction Grant Program for Young Residents	\$250,000.00	\$125,000.00
4 – Recreation and Community Services Review to Support Long Term Residency	\$100,000.00	\$25,000.00
5 – Promote Higher Density Residential & Commercial Mixed-Use	\$75,000.00	\$0

6 – Housing Needs Assessment	\$0	\$0
Additional initiatives		\$0
Affordable Housing Construction Grant	\$250,000.00	\$250,000.00
New Dwelling Construction Grant Program	\$0	\$120,000.00
Project/Asset Manager – 3-year term position	\$362,073.75	\$331,900.94
GIS Platform Development	\$10,000.00	\$10,000.00
Computer/Legal	\$5,000.00	\$5,000.00
Not yet allocated/contingency	\$57,563.35	\$5,401.91
Total	\$1,234,637.10	\$925,977.81
Budget target	\$1,234,637.10	\$925,977.81

Alignment with Strategic Priorities

Council’s vision includes delivering sustainable services that enhance quality of life now and allows growth for the future. By being committed to responsible planning, Council wants to ensure that the Village’s finite resources are directed to where they will have the greatest impact and will ensure that municipal services are delivered efficiently and effectively.

Draft Resolution

THAT Council approves the recommendations outlined in this Report to Council.

Prepared by

Aynslie Ogden
Policy and Communications Manager



VILLAGE OF HAINES JUNCTION

Affordable Housing Construction Grant

Policy #41-24

(As Amended June 11, 2025)

1 Purpose

The Village of Haines Junction recognizes that financial barriers to developing affordable housing exist. The Affordable Housing Construction Grant program will assist local developers with offsetting the cost of building a dwelling unit for affordable rent or sale within the municipality. This program will increase housing supply and improve affordability for people in our community.

2 Policy Statement

The Affordable Housing Construction Grant program aims to assist local developers with the construction of new affordable dwelling units within the Village of Haines Junction by providing financial assistance for eligible projects. The goal of this policy is to support housing development while increasing affordability for residents. This policy outlines the criteria, incentives, and guidelines for accessing this grant funding.

3 Definitions

- 3.1 **Affordable Housing** means rent below the most recent median monthly rent as per the most recent Yukon Bureau of Statistics Yukon Rent Survey (see table *Median rent, total units and vacancy rate (for all buildings with rental units), by size and community*) or sale price resulting in annual housing costs less than 30% of the median a household's before-tax income as per the most recent Statistics Canada Census Data.
- 3.2 **Affordable Housing Construction Grant** means financial assistance provided by the Village of Haines Junction to support developers in the construction of new affordable housing dwelling units.
- 3.3 **Dwelling Unit** means one or more rooms for the use of one household as a residence containing cooking, living, sleeping and sanitary facilities.

4 Eligibility Criteria

- 4.1 This opportunity is restricted to local developers. Applicants must reside in within the Municipality of Haines Junction or within the regional catchment / surrounding communities (e.g. Pine Lake Subdivision, Nygren Subdivision, the Agriculture Subdivision at Pine Lake, or on the Haines Road).
- 4.2 **The eligible grant per applicant to construct a new dwelling unit will be \$25,000 per dwelling.**

- 4.3 The property must be located within the municipal boundary of the Village of Haines Junction.
- 4.4 Applicants must own the property on which the housing development is to be constructed.
- 4.5 If the applicant is in an Agreement for Sale with the Yukon Government or the Village of Haines Junction for a vacant lot, they may also be eligible for the grant.
- 4.6 The property and proposed development must comply with the Village's Official Community Plan, Zoning Bylaw and the National Building Code.
- 4.7 Applicants must be in good standing with the Village of Haines Junction.
- 4.8 Property taxes for the property must be paid in full and the property must have no other outstanding financial claims upon it by the Village of Haines Junction.
- 4.9 Applicants must provide proof of financing or a declaration that the applicant has the funds necessary to complete the project.

5 Application Guidelines and Procedures

- 5.1 To receive an Affordable Housing Construction Grant as laid out in this policy, property owners must fill out the application form, provide a complete statutory declaration, provide a complete project proposal and attach all necessary documentation.
- 5.2 Applications for the Affordable Housing Construction Grant will be accepted for projects that were started after the Housing Accelerator Fund effective date of January 11, 2024. The project start date will be determined by the issuance of the development permit to undertake the project.
- 5.3 Any developments for which funding is provided for must be completed by July 11th, 2028. At the discretion of the Village of Haines Junction, developments only partially completed prior to the deadline may be eligible for prorated funding.
- 5.4 An application will be considered complete when the following documents and requirements have been met:
 - A completed and signed Affordable Housing Construction Grant application form.
 - A completed project proposal.
 - Other supporting documents and information as requested in the Affordable Housing Construction Grant application.

6 Application Evaluation and Grant Award Process

- 6.1 Once an application is deemed complete it will be reviewed and evaluated by the Village of Haines Junction in Fall 2024 using the Affordable Housing Construction Grant evaluation matrix.
- 6.2 The funding allocated for this project is \$250,000. Affordable Housing Construction Grants will be awarded to the highest scoring applications until all funding has been allocated. The Village will attempt to notify all applicants of the outcome of their application within 5 business days of the submission deadline. Successful applicants will have 10 business days to notify the Village of their intention to accept the grant. If the funds are turned down or that time has elapsed without communication from the applicant, the Village will then offer the grant to subsequent applicant(s) on the waitlist.

7 Disbursement of Funds

- 7.1 Affordable Housing Construction Grant funds will be disbursed in two installments: 75% of the grant will be paid upon the satisfactory completion of framing and insulation inspection, and the remaining 25% once construction has been completed all required final inspection reports confirm compliance with governing codes and legislation. All Affordable Housing Construction Grant cheques will be made payable to the applicant.

8 Implementation of Policy

- 8.1 Applications must comply with the Village's Official Community Plan, Zoning Bylaw, policies and other bylaws.
- 8.2 Applicants who receive an Affordable Housing Construction Grant to develop a unit for rent and do not make the dwelling unit available for rent at an affordable rate for a period of ten (10) years from the date of occupancy and/or accept a reasonable rental request from a prospective tenant will be required to repay a proportionate amount of the grant for the period that the dwelling unit was not available for rent at an affordable rate. Failure to make the repayment will result in the amount being added to the following year property taxes.
- 8.3 Applicants who receive an Affordable Housing Construction Grant to develop a unit for sale and do not make the dwelling unit available for sale at an affordable price immediately after the date of occupancy and/or accept a reasonable offer to purchase from a prospective purchaser will be required to repay the grant amount. Failure to make the repayment will result in the amount being added to the following year property taxes.
- 8.4 To receive the first disbursement of funds, the applicant must provide a cost breakdown, pictures, and proof that the framing and insulation inspection has been passed.
- 8.5 To receive the last disbursement of funds, the application must provide a final cost breakdown, pictures and proof that construction is complete. Final inspection reports will be required.
- 8.6 If a development or building permit is revoked, cancelled, voided or amended to be outside of the eligibility criteria, the Affordable Housing Construction Grant will be considered invalid. A new application may be submitted in such cases.
- 8.7 The Affordable Housing Construction Grant will be \$25,000 per dwelling unit.
- 8.8 The Affordable Housing Construction Grant cannot be used for the renovation of an existing dwelling unit, nor for landscaping or other improvements not directly related to the creation of a new dwelling unit.
- 8.9 Receiving an Affordable Housing Construction Grant under this policy does not preclude an applicant from applying for and receiving different grants, subsidies or loans provided by the Village or other organizations.

9 General Information

- 9.1 Applications can be obtained by the Village of Haines Junction by email at projects@hainesjunction.ca, in person at the Village Office located at 178 Backe Street, Haines Junction or on the Village website at www.hainesjunction.ca.

Village of Haines Junction Affordable Housing Construction Grant Policy

- 9.2 Completed application forms are to be returned to the Village of Haines Junction in person, by email to projects@hainesjunction.ca, or by regular mail.
- 9.3 Questions about the application can be directed to Lianna Grice, Project Manager and Asset Manager, projects@hainesjunction.ca
- 9.4 Upon approval the applicant will be notified and forwarded a copy of the application and approval conditions.

10 Term of Agreement

- 10.1 The term of an Affordable Housing Construction Grant agreement cannot exceed July 11th, 2028.
- 10.2 Terms of the agreement will be reviewed on a yearly basis. Should no action be taken toward fulfilling the agreement by the applicant (e.g., no development activity), the Village of Haines Junction reserves the right to revoke the agreement with written notice.

POLICY TITLE: Affordable Housing Construction Grant

POLICY #: 41-24

EFFECTIVE DATE: 2024/09/25

ADOPTED BY COUNCIL ON: 2024/02/25

RESOLUTION #: 264-24

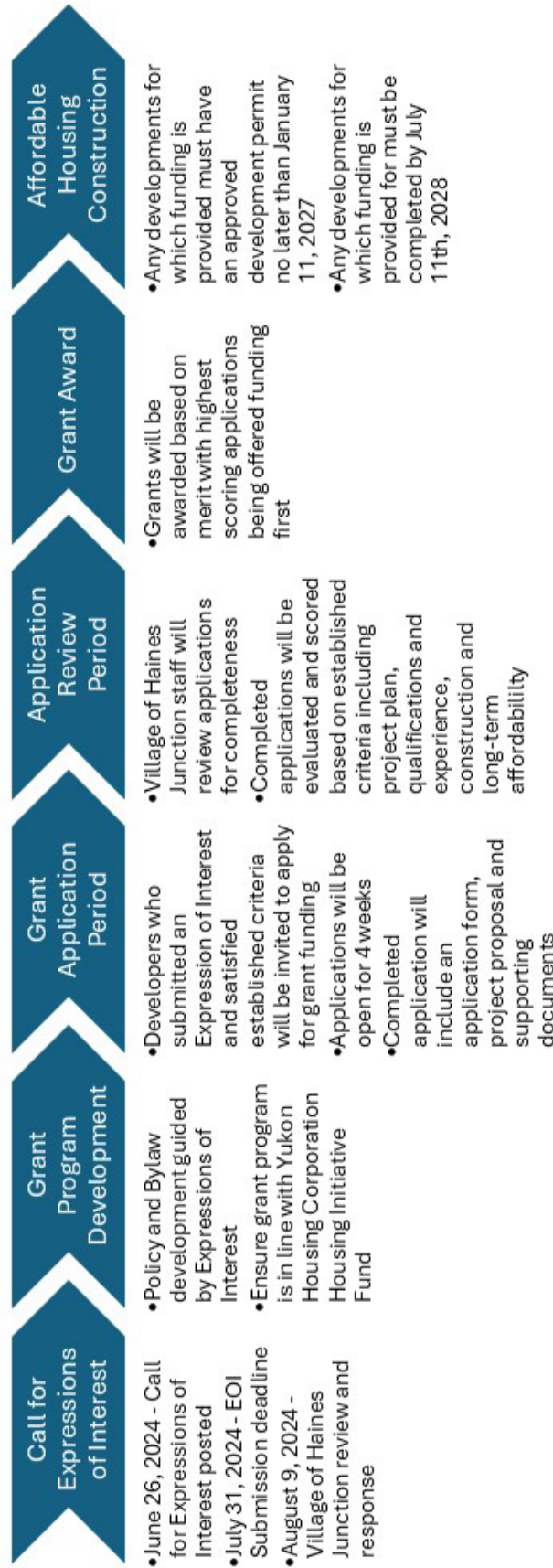
AMENDED BY COUNCIL ON: 2025-06-22

RESOLUTION #: xxx-xx

Diane Strand – Mayor

David Fairbank – CAO

Appendix A - Affordable Housing Construction Grant Process



Appendix B - Affordable Housing Construction Grant Proposal Evaluation

Core Requirements

- Affordable Housing development
- Village of Haines Junction Resident or Company
- Project located within the Village of Haines Junction
- Project completion prior to July 11, 2028

Scoring Matrix

Applications will be subject to the following scoring formula:

0 points

- Missing information

40% of available points

- Approaching: awarded to responses considered insufficient to meet the criteria or where the information provided cannot be understood.

60% of available points

- Meets: awarded to responses that meet the basic criteria and demonstrate a basic ability to perform the services.

80% of available points

- Good: awarded to responses that meet the established criteria and provide in clear detail the proponent's ability to perform the services.

100% of available points

- Exceeds: awarded to responses that exceed the established criteria and indicate a superior approach to performing the services.

Evaluation Criteria

Project Plan (40 points)

The Plan for the project should include: a description of how the proposed project supports an established community housing need(s), a site plan and a description of the land tenure, a construction schedule and a management approach.

	Missing (0 points)	Approaching (4 point)	Meets (6 points)	Good (8 points)	Exceeds (10 points)
Brief description of how project supports an established community housing need(s) (maximum points = 10)					
Site plan and land tenure (maximum points =10)					
Construction schedule with key milestones and completion date (maximum points = 10)					

Village of Haines Junction Affordable Housing Construction Grant Policy

Management approach of the tenancies and the asset or home ownership initial sale (maximum points = 10)					
Total:					

Qualifications and Experience (30 points)

Applicants will be scored on past projects that are similar in scope, scale and location to the proposed project, and for which the current applicant was the prime delivery agent.

1. The specific role played in the project;
2. A description of each past project, and why it is similar in scope and scale to the proposed project;
3. Elements that deemed the projects a success. i.e.: met the original intent, came in on budget or under budget, successfully housed clients, met build and occupancy time lines etc.
4. References: for the past project examples identified above, applicants must provide an independent client contact that can be used as a reference to verify the information provided, including quality of product and service achieved (name, title, organization, address, phone number and email address)

	Score
Project 1 (maximum score = 15) 1. Role 2. Description of project and how it is similar to this proposal 3. Success criteria	
Project 1 (maximum score = 15) 1. Role 2. Description of project and how it is similar to this proposal 3. Success criteria	
Total:	

Construction Financial Viability (15 points)

Applicants must provide a business plan that demonstrates that the project will remain financially viable throughout construction. Information should include:

- Total construction costs (design, permitting, site preparation, construction, commissioning); total operating costs; cost and source of financing

	Missing (0 points)	Approaching (4 point)	Meets (6 points)	Good (8 points)	Exceeds (10 points)
Demonstrated financial viability over 20 year period (Maximum = 20 points)					
Total:					

Affordable Rental or Sale Feasibility (15 points)

Applicants must provide an approach that outlines affordability. Information should include:

- Affordable sale price upon initial sale (units for sale only)

Village of Haines Junction Affordable Housing Construction Grant Policy

- Financial feasibility outlining total operating costs; cost and source of financing; expected revenue; and 20-year cash flow

	Missing (0 points)	Approaching (4 point)	Meets (6 points)	Good (8 points)	Exceeds (10 points)
Demonstrated financial viability over 20 year period (Maximum = 20 points)					
Total:					

Overall Score: /100

DRAFT



VILLAGE OF HAINES JUNCTION

New Dwelling Construction Grant

for Young Residents Policy

Policy # 40-24

(As Amended June 11, 2025)

1 **Purpose**

The Village of Haines Junction recognizes that financial barriers to home ownership exist, particularly for young residents. The New Dwelling Construction Grant for Young Residents program will assist young Haines Junction residents 35 years old and under with offsetting the cost of building a new primary dwelling within the municipality. This program will increase housing supply and improve affordability for young people in our community.

2 **Policy Statement**

The New Dwelling Construction Grant for Young Residents program aims to assist young residents with construction of a new primary dwelling unit within the Village of Haines Junction by providing financial assistance for eligible projects. The goal of this policy is to support housing development while increasing affordability for young residents and targeting the development of smaller dwelling units. This policy outlines the criteria, incentives and guidelines for accessing this grant funding.

3 **Definitions**

- 3.1 **Dwelling Construction Grant** means financial assistance provided by the Village of Haines Junction to support young residents in the construction of new dwelling units.
- 3.2 **Dwelling Unit** means one or more rooms for the use of one household as a residence containing cooking, living, sleeping and sanitary facilities.
- 3.3 **Lottery** means a randomized selection process used to allocate Dwelling Construction Grant funds among eligible applicants who have met the necessary application criteria.
- 3.4 **Primary Residence** means the dwelling in which a person resides for at least 184 days of the calendar year.

4 **Eligibility Criteria**

- 4.1 The maximum eligible grant per applicant to construct a new dwelling unit will be \$25,000 per dwelling.
- 4.2 The property must be located within the municipal boundary of the Village of Haines Junction.
- 4.3 Applicants must be no older than 35 years of age by the time the Housing Accelerator Fund effective date of January 11, 2024
- 4.4 Applicants must own the property on which the housing development is to be constructed.
- 4.5 If the applicant is in an Agreement for Sale with the Yukon Government for a vacant lot, they may also be eligible for the grant.

- 4.6 The property and proposed development must comply with the Village's Official Community Plan, Zoning Bylaw and the National Building Code.
- 4.7 An approved development permit must be issued for the proposed dwelling unit.
- 4.8 Applicants must be in good standing with the Village of Haines Junction.
- 4.9 Property taxes for the property must be paid in full and the property must have no other outstanding financial claims upon it by the Village of Haines Junction.
- 4.10 The new dwelling unit must be the primary residence of the applicant for at least 2 years once completed.
- 4.11 Applicants must provide proof of financing or a declaration that the applicant has the funds necessary to complete the project.

5 Application Guidelines and Procedures

- 5.1 To receive a Dwelling Construction Grant as laid out in this policy, property owners must fill out the application form, provide an approved development permit for the intended use of the funding, provide estimated costs for the project and attach all necessary documentation.
- 5.2 Dwelling Construction Grant applications must be accompanied by an approved development permit for a dwelling unit, along with other supporting information as requested in the application
- 5.3 Applications for the Dwelling Construction Grant will be accepted for projects that were started after the Housing Accelerator Fund effective date of January 11, 2024. The project start date will be determined by the issuance of the development permit to undertake the project.
- 5.4 Any developments for which funding is provided for must be completed by July 11th, 2028. At the discretion of the Village of Haines Junction, developments only partially completed prior to the deadline may be eligible for prorated funding.
- 5.5 An application will be considered complete when the following documents and requirements have been met:
 - A completed and signed Dwelling Construction Grant application form.
 - An approved Development Permit issued by the Village of Haines Junction.
 - Other supporting documents and information as requested in the Dwelling Construction Grant application.

6 Application Review and Lottery Process

- 6.1 Once an application is deemed complete it will be reviewed and if approved by the Village of Haines Junction, as described in Section 5, the Applicant will be entered into a lottery to receive a Dwelling Construction Grant.
- 6.2 The Dwelling Construction Grant lottery draw will take place in Fall 2024. The Village will attempt to notify all applicants of the outcome of their application within 2 business days of the lottery closing. Successful applicants will have 10 business days to notify the Village of their intention to accept the grant. If the funds are turned down or that time has elapsed without communication from the applicant, the Village will then offer the grant to subsequent applicant(s) on the waitlist.

- 6.3 The funding allocated for this project is \$125,000. If the amount requested through approved applications does not exceed \$125,000 by the time of the lottery, the Village of Haines Junction reserves the right to disburse funding to approved applicants without a lottery process.

7 Disbursement of Funds

- 7.1 Dwelling Construction Grant funds will be disbursed in two installments: 75% of the grant will be paid upon the satisfactory completion of framing and insulation inspection, and the remaining 25% once construction has been completed all required final inspection reports confirm compliance with governing codes and legislation. All Dwelling Construction Grant cheques will be made payable to the applicant.

8 Implementation of Policy

- 8.1 Applications must comply with the Village's Official Community Plan, Zoning Bylaw, policies and other bylaws.
- 8.2 Applicants must use the dwelling unit as their primary dwelling for a minimum of two years after the completion of the unit. This time will be calculated from the final payment of the grant or from the dates of final permits being closed, whichever is the latest. Applicants who receive a Dwelling Unit Construction Grant and do not use the dwelling unit as their primary residence for a minimum of two (2) years will be required to repay a proportionate amount of the grant for the period that the dwelling unit was not used as their primary residence. Failure to make the repayment will result in the amount being added to the following year property taxes.
- 8.3 A Dwelling Construction Grant for more than one dwelling unit on a single lot is not permitted.
- 8.4 To receive the first disbursement of funds, the applicant must provide a cost breakdown, pictures, and proof that the framing and insulation inspection has been passed.
- 8.5 To receive the last disbursement of funds, the application must provide a final cost breakdown, pictures and proof that construction is complete. Final inspection reports will be required.
- 8.6 If a development or building permit is revoked, cancelled, voided or amended to be outside of the eligibility criteria, the Dwelling Construction Grant will be considered invalid. A new application may be submitted in such cases.
- 8.7 All applicants will sign a declaration that the unit they are constructing with the Dwelling Construction Grant are not intended to be used for short term rentals.
- 8.8 The Dwelling Construction Grant will cover up to 100% of actual, eligible costs, to the maximum amount of \$25,000.
- 8.9 The Dwelling Construction Grant cannot be used for the renovation of an existing dwelling unit, nor for landscaping or other improvements not directly related to the creation of a new dwelling unit.
- 8.10 Labour costs for work completed by the homeowner are not eligible for reimbursement.
- 8.11 Receiving a Dwelling Construction Grant under this policy does not preclude an applicant from applying for and receiving different grants, subsidies or loans provided by the Village or other organizations.

9 General Information

- 9.1 Applications can be obtained by the Village of Haines Junction by email at projects@hainesjunction.ca, in person at the Village Office located at 178 Backe Street, Haines Junction or on the Village website at www.hainesjunction.ca.
- 9.2 Completed application forms are to be returned to the Village of Haines Junction in person, by email to projects@hainesjunction.ca, or by regular mail.
- 9.3 Questions about the application can be directed to Lianna Grice, Project Manager and Asset Manager, projects@hainesjunction.ca
- 9.4 Upon approval the applicant will be notified and forwarded a copy of the application and approval conditions.

10 Term of Agreement

- 10.1 The term of a Dwelling Construction Grant agreement cannot exceed July 11th, 2028.
- 10.2 Terms of the agreement will be reviewed on a yearly basis. Should no action be taken toward fulfilling the agreement by the applicant (e.g., no development activity), the Village of Haines Junction reserves the right to revoke the agreement with written notice.

POLICY #: #40-14

EFFECTIVE DATE: August 28, 2024

ADOPTED BY COUNCIL ON: August 28, 2024

RESOLUTION #: #246-24

Bruce Tomlin – Mayor

David Fairbank – CAO



VILLAGE OF HAINES JUNCTION

New Dwelling Construction Grant

Policy #46-25

Purpose

The Village of Haines Junction recognizes that financial barriers to home ownership exist. The New Dwelling Construction Grant program will assist Haines Junction residents with offsetting the cost of building a new primary dwelling within the municipality. This program will increase housing supply and improve affordability in our community.

1 Policy Statement

The New Dwelling Construction Grant program aims to assist residents with the construction of a new primary dwelling unit within the Village of Haines Junction by providing financial assistance for eligible projects. The goal of this policy is to support housing development while increasing affordability for residents and targeting the development of smaller dwelling units. This policy outlines the criteria, incentives and guidelines for accessing this grant funding.

2 Definitions

- 2.1 **Dwelling Construction Grant** means financial assistance provided by the Village of Haines Junction to support residents in the construction of new dwelling units.
- 2.2 **Dwelling Unit** means one or more rooms for the use of one household as a residence containing cooking, living, sleeping and sanitary facilities.
- 2.3 **Lottery** means a randomized selection process used to allocate Dwelling Construction Grant funds among eligible applicants who have met the necessary application criteria.
- 2.4 **Primary Residence** means the dwelling in which a person resides for at least 184 days of the calendar year.

3 Eligibility Criteria

- 3.1 The maximum eligible grant per applicant to construct a new dwelling unit will be \$25,000 per dwelling.
- 3.2 The property must be located within the municipal boundary of the Village of Haines Junction.
- 3.3 Applicants must own the property on which the housing development is to be constructed.
- 3.4 If the applicant is in an Agreement for Sale with the Yukon Government for a vacant lot, they may also be eligible for the grant.
- 3.5 The property and proposed development must comply with the Village's Official Community Plan, Zoning Bylaw and the National Building Code.

- 3.6 An approved development permit must be issued for the proposed dwelling unit.
- 3.7 Applicants must be in good standing with the Village of Haines Junction.
- 3.8 Property taxes for the property must be paid in full and the property must have no other outstanding financial claims upon it by the Village of Haines Junction.
- 3.9 The new dwelling unit must be the primary residence of the applicant for at least 2 years once completed.
- 3.10 Applicants must provide proof of financing or a declaration that the applicant has the funds necessary to complete the project.

4 Application Guidelines and Procedures

- 4.1 To receive a Dwelling Construction Grant as laid out in this policy, property owners must fill out the application form, provide an approved development permit for the intended use of the funding, provide estimated costs for the project and attach all necessary documentation.
- 4.2 Dwelling Construction Grant applications must be accompanied by an approved development permit for a dwelling unit, along with other supporting information as requested in the application
- 4.3 Applications for the Dwelling Construction Grant will be accepted for projects that were started after the Housing Accelerator Fund effective date of January 11, 2024. The project start date will be determined by the issuance of the development permit to undertake the project.
- 4.4 Any developments for which funding is provided for must be completed by July 11th, 2028. At the discretion of the Village of Haines Junction, developments only partially completed prior to the deadline may be eligible for prorated funding.
- 4.5 An application will be considered complete when the following documents and requirements have been met:
 - A completed and signed Dwelling Construction Grant application form.
 - An approved Development Permit issued by the Village of Haines Junction.
 - Other supporting documents and information as requested in the Dwelling Construction Grant application.

5 Application Review and Lottery Process

- 5.1 Once an application is deemed complete it will be reviewed and if approved by the Village of Haines Junction, as described in Section 5, the Applicant will be entered into a lottery to receive a Dwelling Construction Grant.
- 5.2 The Dwelling Construction Grant lottery draw will take place in Summer 2025. The Village will attempt to notify all applicants of the outcome of their application within 2 business days of the lottery closing. Successful applicants will have 10 business days to notify the Village of their intention to accept the grant. If the funds are turned down or that time has elapsed without communication from the applicant, the Village will then offer the grant to subsequent applicant(s) on the waitlist.
- 5.3 The funding allocated for this project is \$120,000. If the amount requested through approved

applications does not exceed \$120,000 by the time of the lottery, the Village of Haines Junction reserves the right to disburse funding to approved applicants without a lottery process.

6 Disbursement of Funds

- 6.1 Dwelling Construction Grant funds will be disbursed in two installments: 75% of the grant will be paid upon the satisfactory completion of framing and insulation inspection, and the remaining 25% once construction has been completed all required final inspection reports confirm compliance with governing codes and legislation. All Dwelling Construction Grant cheques will be made payable to the applicant.

7 Implementation of Policy

- 7.1 Applications must comply with the Village's Official Community Plan, Zoning Bylaw, policies and other bylaws.
- 7.2 Applicants must use the dwelling unit as their primary dwelling for a minimum of two years after the completion of the unit. This time will be calculated from the final payment of the grant or from the dates of final permits being closed, whichever is the latest. Applicants who receive a Dwelling Unit Construction Grant and do not use the dwelling unit as their primary residence for a minimum of two (2) years will be required to repay a proportionate amount of the grant for the period that the dwelling unit was not used as their primary residence. Failure to make the repayment will result in the amount being added to the following year property taxes.
- 7.3 A Dwelling Construction Grant for more than one dwelling unit on a single lot is not permitted.
- 7.4 To receive the first disbursement of funds, the applicant must provide a cost breakdown, pictures, and proof that the framing and insulation inspection has been passed.
- 7.5 To receive the last disbursement of funds, the application must provide a final cost breakdown, pictures and proof that construction is complete. Final inspection reports will be required.
- 7.6 If a development or building permit is revoked, cancelled, voided or amended to be outside of the eligibility criteria, the Dwelling Construction Grant will be considered invalid. A new application may be submitted in such cases.
- 7.7 All applicants will sign a declaration that the unit they are constructing with the Dwelling Construction Grant are not intended to be used for short term rentals.
- 7.8 The Dwelling Construction Grant will cover up to 100% of actual, eligible costs, to the maximum amount of \$25,000.
- 7.9 The Dwelling Construction Grant cannot be used for the renovation of an existing dwelling unit, nor for landscaping or other improvements not directly related to the creation of a new dwelling unit.
- 7.10 Labour costs for work completed by the homeowner are not eligible for reimbursement.
- 7.11 Receiving a Dwelling Construction Grant under this policy does not preclude an applicant from applying for and receiving different grants, subsidies or loans provided by the Village or other organizations.

8 General Information

- 8.1 Applications can be obtained by the Village of Haines Junction by email at projects@hainesjunction.ca, in person at the Village Office located at 178 Backe Street, Haines Junction or on the Village website at www.hainesjunction.ca.
- 8.2 Completed application forms are to be returned to the Village of Haines Junction in person, by email to projects@hainesjunction.ca, or by regular mail.
- 8.3 Questions about the application can be directed to Lianna Grice, Project Manager and Asset Manager, projects@hainesjunction.ca
- 8.4 Upon approval the applicant will be notified and forwarded a copy of the application and approval conditions.

9 Term of Agreement

- 9.1 The term of a New Dwelling Construction Grant agreement cannot exceed July 11th, 2028.
- 9.2 Terms of the agreement will be reviewed on a yearly basis. Should no action be taken toward fulfilling the agreement by the applicant (e.g., no development activity), the Village of Haines Junction reserves the right to revoke the agreement with written notice.

10 Relationship to Other Policies

This policy mirrors Policy #40-24 and was developed because the demand for this program was less than funds available. Policy #46-25 has the same terms and conditions as Policy #40-24 EXCEPT the age restriction has been removed and the value of the grant per eligible dwelling is \$20,000. Unspent funds allocated to the implementation of Policy #40-24 have been reallocated to the implementation of Policy #46-25.

POLICY #: #46-25

EFFECTIVE DATE: June 11, 2025

ADOPTED BY COUNCIL ON: June 11, 2025

RESOLUTION #: xxx-xx

Diane Strand – Mayor

David Fairbank – CAO

Initiative #1 Zoning Bylaw Review to Remove Barriers to Missing Middle Housing & Promote Higher Density Residential Development

Start Date: 2023-09-29 End Date: 2025-10-01 Budget: \$75,000.00

Description: This initiative focuses on increasing permitted "missing middle" units in Haines Junction. Current zoning is restrictive considers only single-family dwellings, and does not promote density in areas that can accommodate more housing. While we intend to look at many aspects of the zoning bylaw, we will look to facilitate this increase in density and permits through missing middle forms of housing.

Work completed to date

- Revised Zoning Bylaw with changes to allow suites and second dwellings

Next Steps

- Zoning Bylaw second reading and third reading
- Public communications on changes related to initiative targets
- Targeted communications with developers/builders

Milestones

	Name	Start Date	End Date	Budget	Description
1	Develop Detailed Project Scope and Hire Consultant	2023-09-30	2023-10-31	\$10,000.00	The Village will hire a consultant to help develop a project scope and terms of reference for the project. The Village does not have any planning professionals on staff so require support from the outset of the project.
2	Develop Zoning Bylaw Amendments	2023-10-02	2024-09-30	\$40,000.00	Focusing on specifically on missing middle forms of housing, the Town will engage a consultant to develop recommendations to Council for adoption through the appropriate bylaw processes.
3	Implement Changes and Monitor Results	2024-10-01	2025-10-01	\$25,000.00	Developers will be able to take advantage of these changes as of April 2024. We expect to see new units permitted within 1 year of implementation

Initiative #2 Improve Building Permitting and Approvals Processes

Start Date: 2023-09-29 End Date: 2024-10-31 Budget: \$50,000.00

Description: This initiative focuses specifically on improving and simplifying the building approvals processes for Haines Junction's property developers. Currently, the Government of Yukon provides building permits and approvals and the Village of Haines Junction issues development permits. We can describe this current system as fragmented, costly, and sometimes, uncertain. The Village would like to work with the Government of Yukon and develop solutions to streamline and simplify the building permit process.

Work completed to date

- June 12, 2024 RTC Build Conditions recommended replacing 1995 Build Requirements Policy with new Build Requirements Bylaw
- Drafting request to YG Building Safety to provide building permit status updates to VHJ

Next Steps

- Complete desktop review of permitting process
- Targeted engagement with YG, CAFN and local developers/builders
- Public engagement
- Produce report with recommendations for process improvement, implement changes

Milestones

	Name	Start Date	End Date	Budget	Description
1	Develop Detailed Project Scope	2023-09-29	2023-12-29	\$10,000.00	We will work with YG, CAFN, and others to develop and project scope and framework for this policy review exercise. Each party has different responsibilities in the permitting process and so we will seek to clarify roles and responsibilities and develop a shared understanding of the project.
2	Hire Consultant to Facilitate Project and Develop Recommendations	2024-01-01	2024-07-31	\$30,000.00	We propose to hire an expert in this area to help speed up the review process and ensure that a third party is helping us review objectively.
3	Implement Recommendations	2024-08-01	2024-10-31	\$10,000.00	We will work with YG, CAFN and others to implement the recommended changes through our organization's respective policy and bylaw amendment processes. We expect that developers will be able to take advantage of this streamlined process by October 2024 with additional permitted units to follow with 1 year.

Initiative #3 New Dwelling Construction Grant Program for Young Residents

Start Date: 2023-09-29 End Date: 2026-10-30 Budget: \$300,000.00

Description: The New Dwelling Construction Grant Program will assist young Haines Junction residents 30 years old and under with offsetting the cost of building a new primary dwelling in the Community. This initiative is focused solely on increasing the housing supply and improving affordability for young people in our community.

Work completed to date

- No progress to date

Next Steps

- Review grant programs in other municipalities
- Determine acceptance criteria and funding model
- Develop Youth Construction Grant Policy
- Implement grant program with communications on other available funding opportunities

Milestones

	Name	Start Date	End Date	Budget	Description
1	Develop Detailed Project Scope and Hire Consultant	2023-09-29	2023-11-30	\$10,000.00	Engage with our partners, hire a consultant, and develop a detailed project plan and hire consultant to help create project scope
2	Adopt Policy and Program Through Council Process	2024-01-01	2024-04-01	\$25,000.00	VoHJ will work with our partners, consultant and community to develop a policy and funding program built on the principles of fairness, equity, and accessibility. We'll work with VoHJ Council to adopt the policies
3	Implement Program and Report on Results	2024-04-30	2026-10-30	\$250,000.00	VoHJ will heavily promote and market this program and actively seek to work with eligible recipients. It is our goal to disburse project funding and begin permitting units within 2 years of receiving approval. We will run the program until we have achieved our goals of funding 10 new units for young people in Haines Junction.

Initiative #4 Recreation and Community Services Review to Support Long-Term Residency

Start Date: 2023-09-30 End Date: 2026-12-31 Budget: \$100,000.00

Description: The Village issued a survey in 2022 that showed a meaningful percentage of families with children choose to leave Haines Junction when children reach a certain age because a lack of recreation amenities, services, and infrastructure. This review will provide direction to the municipality on how it can solve this problem over the medium-to-long term, and immediately help guide Village investments in recreation related amenities, programs and infrastructure.

Work completed to date

- Recreation Needs Assessment
- Recreation Needs Implementation Plan and Council discussion

Next Steps

- Continue work on motions from Nov 8, 2023 council meeting on Implementation plan
- Community Services Review (consider working with Chamber of Commerce)

Milestones

	Name	Start Date	End Date	Budget	Description
1	Develop Project Scope and Hire Consultant	2023-09-30	2023-11-30	\$10,000.00	Our focus initially is to scope this project and develop an understanding and action plan to tackle known deficient recreation services and put in place policies that help in the short-term while new recreation infrastructure is being developed.
2	Hire Recreation Consultant to Lead Project	2024-01-01	2024-02-29	\$80,000.00	A recreation consultant will be hired to oversee the initial planning of short to medium-term objectives, potentially leading to a full-time recreation position to oversee new programming and facilities.
3	Implement Program and Report on Results	2024-03-01	2026-12-31	\$10,000.00	We will work on both short and long-term objectives to solve this issue and we believe that it will lead to the attraction and retention of more residents over the program period. The Village will develop a metric to track the efficacy of the initiative.

Initiative #5 Promote Higher Density Residential Development & Commercial Mixed-use Opportunities

Start Date: 2023-10-30 End Date: 2026-09-30 Budget: \$75,000.00

Description: The Village's regulations already permit zoning as-of-right for many uses, but we will look to expand the number of uses that lead to housing and promote higher density mixed-use developments. Our goal is to use these changes as an opportunity to promote more housing as well as bring in more commercial development in Haines Junction

Work completed to date

- Revised Zoning Bylaw with changes to allow higher density residential and commercial mixed-use development

Next Steps

- Zoning Bylaw second reading and third reading
- Public communications on changes related to initiative targets
- Targeted communications with developers/builders

Milestones

	Name	Start Date	End Date	Budget	Description
1	Develop Detailed Project Scope and Hire Consultant	2023-10-30	2023-11-30	\$10,000.00	The Village has a good understanding of where we can make these changes. We will develop a project scope and then hire a planning professional to work with our administration and the community to develop the appropriate policies and actions to implement.
2	Engage Council and Community to Educate and Develop Changes	2024-01-01	2024-04-01	\$50,000.00	Zoning as-of-right will need to be explained to the community and we will need to take their feedback and concerns into consideration. Engagement with the community will inform the requisite policy and bylaw changes.
3	Implement Changes and Monitor Results	2024-04-30	2026-09-30	\$15,000.00	We anticipate that changes will be proposed by Spring 2024 and will be ready for the Council bylaw process. Once the bylaw process concludes, we will monitor and report on results. We have identified a small budget to market and advertise these changes to the development community.

Municipal Accounts Payable to June 11, 2025

<u>Cheque No.</u>	<u>Name</u>	<u>Amount</u>	<u>Department</u>	<u>Description</u>
Transfer	Payroll Account #4305418	\$ 34,633.03	Administration	Net Pay - Pay Period 12
		\$ 5,034.12	Administration	RRSP Contribution - Pay Period 12
		\$ 9,397.22	Administration	Group - Insurance Pay period 12
		\$ 33,125.47	Administration	Receiver General May 2025
		\$ 82,189.84		
280546	Castle Rock Enterprises Ltd	\$ 133,613.82	Cap/Landfill	Progress payment 3 landfill upgrades
280547	Clark's Supply & Service Inc.	\$ 16,879.20	Cap/Public Works	Flail mower, oil and filters
280548	Ellen Stutz Petty - Cash	\$ 2,163.95	Recycling Centre	Refundables paid out
Bill Pay	Visa	\$ 2,048.68	Administration	Postage, DDR ram kit, phone, adobe, zoom
		\$ 302.22	Arena	White ice freight
		\$ 648.90	Convention Centre	Toilet, garbage cans
		\$ 6,824.32	Landfill	Camera system, phone, keys, totes,
		\$ 1,454.18	Public Works	phones,tools, oil, white rocks, tape
		\$ 18.89	Roads & Streets	Windshield repair kit
		\$ 5,844.91	Water & Sewer	Well deposit, distilled water, pipe fittings, tool kit
		\$ 17,142.10		
280550	ALS Canada Ltd.	\$ 190.31	Water & Sewer	Total metal sampling
280551	Big Bud Contracting	\$ 3,150.00	Receycling Centre	Recycle pick - up for the month of April-May 2025
280552	Computrol Systems	\$ 939.75	Water & Sewer	Fuel cards for truck fill
280553	Dimensions Tech Services Inc.	\$ 3,304.51	Fire Department	Fire hose/ladder testing
280554	Ellen Stutz Petty - Cash	\$ 2,008.80	Recycling Centre	Refundables paid out
280555	Jacob's Industries Limited	\$ 622.13	Water & Sewer	Co2
		\$ 218.75	Fire Department	Compressed oxygen
		\$ 840.88		
280556	Kilrich Building Centres	\$ 659.34	Landfill & Recycling	Plywood and sign posts
280557	Manitoulin Transport	\$ 1,065.13	Public Works	Freight for flail-mower

* Denotes an item not directly funded by the Village

** Grant funded

Municipal Accounts Payable to June 11, 2025

280558	NF Electrical and Event Production Ltd.	\$ 1,937.25		Convention Centre	New subwoofer for the stage
		\$ 5,239.00	\$ 7,176.25	Water & Sewer	50% generator switch controller for pumphouse #4
280559	Northwestel	\$ 257.28		Administration	May 27, 2025 billing
		\$ 61.40		Public Works	May 27, 2025 billing
		\$ 709.87		Water & Sewer	May 27, 2025 billing
		\$ 435.40		Protective Services	May 27, 2025 billing
		\$ 125.07		Convention Centre	May 27, 2025 billing
		\$ 30.70		Arena	May 27, 2025 billing
		\$ 30.70		Mezzanine	May 27, 2025 billing
		\$ 73.13	\$ 1,723.55	Recycling Centre	May 27, 2025 billing
280560	Tangerine Technology	\$ 1,599.15		Administration	Network support
		\$ 996.45	\$ 2,595.60	Water & Sewer	Network support
280561	TK Elevator (Canada) Limited		\$ 1,335.66	Convention Centre	Elevator maintenance
280562	Total North Communications Ltd		\$ 8,306.57	Fire Department	Fire truck communications system
280563	Yukon Service Supply	\$ 165.64		Administration	1st of July supplies (plates & napkins)
		\$ 622.12	\$ 787.76	Water & Sewer	Sodium Hypochlorite

Municipal Accounts Payable **\$ 286,073.02**

Adopted on _____

Mayor _____ CAO _____

* Denotes an item not directly funded by the Village

** Grant funded



May 29, 2025

Village of Haines Junction
Box 5339
Haines Junction, Yukon Y0B 1L0

Attention: Members of Council

Dear Council Members:

RE: Village of Haines Junction Financial Analysis

We recently completed a financial analysis of the Village of Haines Junction. The objective of our analysis was to review the current financial position, historical averages and peer comparison for the Village.

As part of our work, we identified the key areas of interest in Appendix A for detailed discussion around our work performed and our findings for each.

This communication is prepared solely for the information of council and management and is not intended for any other purpose.

METRIX GROUP LLP

Philip J. Dirks, CPA, CA
Partner



Appendix A – Financial analysis

The following is a summary of our procedures and findings.

Analysis Procedures

- Examine the Village of Haines Junction financial results for the period of 2019 to 2023
- Assess these results for discussion, planning and trend analysis.
- Compare these findings to the equivalent statistics of the Village's closest peers, Dawson City, Village of Carmacks, Town of Faro, Village of Mayo and the Village of Teslin.

Current Financial Position

Operating Surplus (Deficit)

For the purpose of this analysis this only includes revenue, expenditures and surplus (deficit) related to operating activities to ensure consistent and predictable trends and analysis. Capital items such as amortization, tangible capital asset funding and gain/loss on disposal of tangible capital assets are not included in the statistics below.

Key Statistics

- Five-year operating revenue average was \$3,710,469 (peer average \$5,152,308)
- Total Revenue over the period ranged from \$3,343,389 to \$4,103,812
- Five-year operating expense average was \$2,807,556 (peer average \$4,083,943)
- Total expenses over the period ranged from \$2,325,755 to \$3,628,714
- Five-year operating surplus (deficit) average was \$902,913 (peer average \$539,875)
- Operating surplus (deficit) over the period ranged from a deficit of \$285,325 to a surplus of \$1,306,272

Net Financial Assets

Net financial assets are the difference between all the municipalities financial assets and financial liabilities.

Key Statistics

- Five-year net financial assets average was \$6,759,770 (peer average \$5,148,312)
- This category saw a balance ranging between \$5,120,471 and \$8,602,639
- Over the five-year period the Village held a balance in net financial assets equal to 30 months of operating costs (peer average 17 months)

Accumulated surplus

Unrestricted surplus

Key Statistics

- Five-year unrestricted surplus average was \$3,792,576 (peer average \$2,328,921)
- This category saw a balance ranging between \$1,881,345 and \$5,738,353
- On average this accounted for 11% of the accumulated surplus (peer average 7%)
- Over the five-year period the Village held an unrestricted surplus equal to 16 months of operating costs (peer average 8 months)

Restricted surplus

Key Statistics

- Five-year restricted surplus average was \$3,316,571 (peer average \$3,675,723)
- This category saw a balance ranging between \$3,092,555 and \$3,602,134
- On average this accounted for 9% of the accumulated surplus (peer average 12%)
- Over the five-year period the Village held a restricted surplus equal to 14 months of operating costs (peer average 9 months)

Cost Analysis by Key Government Functions

Council and General Administration

This function handles administration for the Village of Haines Junction including support to Council and all municipal departments. As well as expenditures that relate to Council, and Council's membership in the Association of Yukon communities

Key Statistics

- Five-year department spending average was \$680,358 (peer average \$902,442)
- This category saw total costs ranging between \$611,576 and \$771,953
- On average this accounted for 25% of annual operating expenses (peer average 26%)

Public Works

This function handles repair and maintenance of all municipal buildings, maintenance of roads and streets, culverts and ditches, maintenance of municipal vehicles and the care of municipal parks, the cemetery and highway and street right of ways during the summer months.

Key Statistics

- Five-year department spending average was \$666,131 (peer average \$698,042)
- This category saw total costs ranging between \$582,197 and \$760,458
- On average this accounted for 24% of annual operating expenses (peer average 19%)

Recreation

This function is responsible for the repairs, maintenance and staffing of all recreation facilities such as the arena, convention centre and mezzanine.

Key Statistics

- Five-year department spending average was \$502,074 (peer average \$769,332)
- This category saw total costs ranging between \$352,567 and \$737,567
- On average this accounted for 18% of annual operating expenses (peer average 20%)

Environmental services

This function is responsible for the maintenance of the municipal water and sewer systems and ensuring the water system meets all required standards. Management of the municipal landfill and maintenance of the Recycle Centre are also included under Environmental Health.

Key Statistics

- Five-year department spending average was \$772,780 (peer average \$925,803)
- This category saw total costs ranging between \$581,967 and \$1,288,517
- On average this accounted for 27% of annual operating expenses (peer average 22%)

Salaries and Wages

Total salary and benefit costs across all categories compared to overall operating expenses.

Key Statistics

- Five-year municipal spending average was \$1,202,524 (peer average \$1,645,734)
- This category saw total costs ranging between \$1,142,505 and \$1,276,829
- On average this accounted for 44% of annual operating expenses (peer average 44%)



Village of Haines Junction Report to Council

June 11th, 2025

Council Decision

☒ Council Direction

☒ Council Information

☐ Closed Meeting

RE: COMPOSTING UPDATE

Recommendation

That Council take this report into consideration and wait for the Free Store Advisory Group's recommendation before providing staff with further direction.

Background

During the public engagement sessions related to tipping fees, composting emerged as a significant public concern. Yukon Government (YG) Operations has committed to supporting the development of a composting system similar to those currently operating in Carmacks and Mount Lorne. However, concerns around the capital and ongoing operating costs of such a facility must be carefully considered.

Under the current Solid Waste Facility Permit, composting can occur at two levels:

1. **Municipal-Scale Composting (e.g., Whitehorse model):**

This model involves extensive permitting, regulatory compliance, and regular lab testing to ensure composted material is safe for public sale or for use in public spaces. Rigorous procedures are required to eliminate pathogens and mechanically separate contaminants such as plastics. These requirements are prohibitively expensive at a regional scale and are currently not viable for smaller Yukon communities.

2. **Community-Scale Composting (e.g., regional community model):**

YG has allowed a reduced regulatory model for small-scale composting facilities. While this model is more cost-effective, it does not permit the sale or distribution of the finished compost, which must instead be landfilled. Despite this limitation, it provides environmental benefits by reducing methane emissions and decreasing the volume of waste entering landfill cells.

Current Status

While a portion of the capital costs may be covered by YG, the remaining capital expenses and all ongoing operational costs would be the responsibility of the municipality.

Discussion / Analysis

The Free Store Advisory Group has prepared a preliminary report identifying a range of community priorities for the solid waste management facility, including a focused review of composting options. The group intends to present a recommendation to Council based on further analysis. Staff recommend that Council defer decision-making on this matter until the Advisory Group's report has been received and reviewed.

Asset Management Impact

It is too early to provide an accurate estimate of the capital and operational costs associated with developing a composting facility at the landfill. Preliminary estimates suggest a minimum staffing requirement of 1–2 hours per day, with an annual cost of approximately \$25,000, and a capital investment in the range of \$100,000. Staff have submitted information requests to YG for operating cost data from existing regional composting facilities, but responses have not yet been received.

Alternatives Considered

The Free Store Advisory Group will explore alternative composting models beyond those used in Mount Lorne and Carcross to identify options better suited to Haines Junction.

Alignment with Strategic Priorities

While composting is not currently identified as a Council strategic priority, it has been a recurring request from members of the public in recent years.

Next Steps

The Free Store Advisory Group's report to Council is scheduled for the June 25th Council Meeting. If Council supports the group's continued exploration of composting solutions, a recommendation from the group can be considered by Council.

Draft Resolution

That Council receive and file this report.

Prepared by:
David Fairbank CAO



**Village of Haines Junction
Report to Council**

June 11, 2025

☒ **Council Decision**
☒ **Council Direction**
☐ **Council Information**
☐ **Closed Meeting**

RE: REQUEST FOR CAMPING OVER THE JUNE 19TH WEEKEND

Recommendation

That Council approve the request to allow overnight camping in the Convention Centre parking lot during the triathlon weekend.

Current Status

The Kluane Running Club will be hosting a triathlon on July 20, 2025. The event includes:

- A 1 km swim across Pine Lake
- A 23 km bike ride past Bear Creek and back to Top Spot
- A 6 km run returning to Pine Lake

The event organizer has requested permission to use the Convention Centre parking lot for overnight camping for race participants over the weekend.

Discussion / Analysis

The Village has previously approved similar requests for other community events, including the Kluane Mountain Bluegrass Festival and the Bear Paw Quilters gatherings. Allowing limited camping supports community events and provides participants with convenient accommodations during their stay.

Draft Resolution

That Council grant permission for overnight camping at the Convention Centre parking lot for participants of the Haines Junction Triathlon over the weekend of July 19, 2025.

Prepared by

David Fairbank
Chief Administrative Officer



Village of Haines Junction Report to Council

June 11, 2025

☒ Council Decision
☒ Council Direction
☐ Council Information
☐ Closed Meeting

RE: New Dwelling Construction Grant Bylaw

Recommendations

Staff recommend Council conduct first and second reading of Bylaw #428-25 New Dwelling Construction Grant at the June 11, 2025 Regular Council Meeting.

Background

Prior Council approved Bylaw #418-24 New Dwelling Construction Grant for Young Residents Bylaw, and Policy #40-24 to prescribe how this Bylaw was to be implemented, in August, 2024. This Bylaw and Policy enabled the Village to allocate some of the funding the Village received from CMHC's Housing Accelerator Fund. A total of \$250,000 was allocated to this grant program.

Current Status

As noted earlier in this Council Package¹, the New Dwelling Construction Grant for Young Residents program was undersubscribed. Six applied for this grant, of which five were eligible. If all five projects are completed within the prescribed timeframe, \$125,000 in grants will be paid out.

A new program, the New Dwelling Construction Grant program, is proposed to spend unspent funds in the New Dwelling Construction Grant for Young Residents program. The New Dwelling Construction Grant program mirrors the New Dwelling Construction Grant for Young Residents program except for this new grant program is: available to all ages, awards \$20,000 per eligible dwelling (instead of \$25,000 in the Young Residents Grant program).

This agenda package includes the following related policy and amended policy for Council approval

- Draft Amended New Dwelling Construction Grant for Young Residents Policy #40-24, amending the budget for this program from \$250,000 to \$125,000.
- Draft New Dwelling Construction Grant Policy #46-25, with a budget of \$120,000.

Asset Management Impact

If the above recommendations are implemented, the revised budget would be:

	Current Budget	Revised Budget
New Dwelling Construction Grant Program for Young Residents	\$250,000.00	\$125,000.00
New Dwelling Construction Grant Program	\$0	\$120,000.00
Total	\$250,000.00	\$245,000.00

¹ June 11, 2025 Council Package, 9c(i). RTC – Proposed Amendments to HAF Policies

Alignment with Strategic Priorities

Council's vision includes delivering sustainable services that enhance quality of life now and allows growth for the future. By being committed to responsible planning, Council wants to ensure that the Village's finite resources are directed to where they will have the greatest impact and will ensure that municipal services are delivered efficiently and effectively.

Draft Resolution

THAT Bylaw #428-25, the New Dwelling Construction Grant Bylaw, is read for a first time this 11th day of June, 2025

THAT Bylaw #428-25, the New Dwelling Construction Grant Bylaw, is read for a second time this 11th day of June, 2025

Prepared by

Aynslie Ogden
Policy and Communications Manager

Village of Haines Junction Bylaw No. 428-25

A Bylaw to provide grants to residents to construct new dwelling units within the Village of Haines Junction.

1. **Whereas** Section 245 of the Yukon Municipal Act provides that a Council may, by bylaw, provide grants, gifts, or loans of money or municipal property or a guarantee of any borrowing within borrowing limits, including grants of property taxes or municipal service charges, as council considers expedient, to any person, institution, association, group, government, or body of any kind.
2. **Now Therefore**, the Council of the Municipality of the Village of Haines Junction in Open Meeting Assembled, hereby Enacts as Follows:
3. **Short Title**
 - 3.1 This bylaw may be cited as **Bylaw# 428-24 New Dwelling Construction Grant**
4. **Definitions**
 - 4.1 *Dwelling Construction Grant* means financial assistance provided by the Village of Haines Junction to support residents in the construction of new single family dwelling units.
 - 4.2 *Dwelling Unit* means one or more rooms for the use of one household as a residence containing cooking, living, sleeping and sanitary facilities.
 - 4.3 *Primary Residence* means the dwelling in which a person resides for at least 184 days of the calendar year
5. **Grant Eligibility**
 - 5.1 The property must be located within the municipal boundary of the Village of Haines Junction.
 - 5.2 The property and proposed development must comply with the Village's Official Community Plan, Zoning Bylaw and the National Building Code.
 - 5.3 Applicants must be in good standing with the Village of Haines Junction.
 - 5.4 Property taxes for the property must be paid in full and the property must have no other outstanding financial claims upon it by the Village of Haines Junction.
 - 5.5 The new dwelling unit must be the primary residence of the applicant for at least 2 years once completed.

5.6 Applicants must provide proof of financing or a declaration that the applicant has the funds necessary to complete the project.

6. **Grant Value**

6.1 The maximum eligible Dwelling Construction Grant per applicant to construct a new dwelling unit will be \$20,000 per dwelling.

7. **Administration**

7.1 The administration of this Village of Haines Junction Bylaw will be done pursuant to this Bylaw and Village of Haines Junction Policy as amended from time to time.

8. **Enactment**

8.1 This Bylaw shall come into force and effect on the adoption thereof

9. **Readings**

Read a First time this 11th day of June, 2025.

Read a First time this 11th day of June, 2025.

Read a Third time and adopted this ____ day of ____, 2025.

Diane Strand, Mayor

Dave Fairbank, CAO

VILLAGE OF HAINES JUNCTION

Bylaw #429-25

A Bylaw to Provide for an Amendment to the Haines Junction Zoning Bylaw #411-24

WHEREAS the *Municipal Act*, being Chapter 154 of the Revised Statutes of the Yukon, 2002 and amendments thereto, Section 220 provides for the power to amend a bylaw; and

WHEREAS the *Municipal Act*, being Chapter 154 of the Revised Statutes of the Yukon, 2002 and amendments thereto, Sections 294 and 296 describes the provisions for a Public Notice and Public Hearing on any proposed zoning bylaw or amendment thereto; and

WHEREAS Council deems it proper and expedient to consider such an amendment, in accordance with the objectives, policies and practices approved by Council;

NOW THEREFORE the Council for the Village of Haines Junction, duly assembled, hereby enacts as follows:

SHORT TITLE

This bylaw shall be cited as "**Zoning Bylaw #411-24 Amendment #2 Bylaw**."

INTERPRETATION

For this bylaw all definitions are described in Bylaw #411-24 and its amendments thereto including this bylaw.

PROVISIONS

This bylaw makes the following amendments to Zoning Bylaw #411-24:

- The properties located at #105 and #113 Auriol Street shall be rezoned from Tourist Commercial (TC) to CMx, in accordance with Zoning Bylaw Amendment #1.
- The Mountain Ridge subdivision shall be added to the zoning framework as outlined in the Area 1 Master Plan.
- Appendix "A" – Updated "Zoning Overview Map" and "Downtown Zoning Overview Map" shall replace the corresponding maps in the original Zoning Bylaw #411-24.

ENACTMENT

3. This bylaw shall come into full force and effect upon the final passage thereof.

READINGS

Read a first time on this 11th day of June 2025.

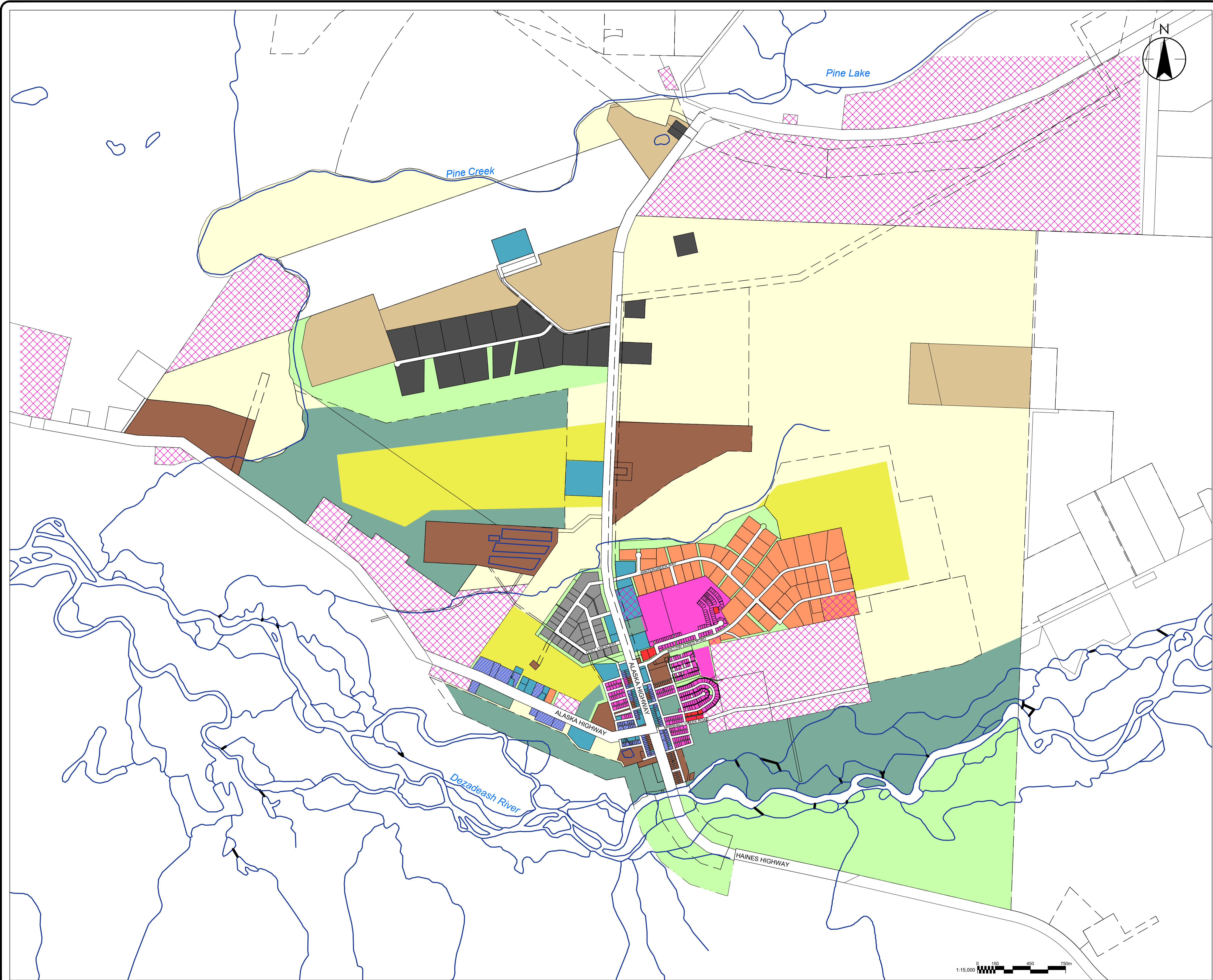
Read a second time on this 11th day of June 2025.

A Public Hearing was held on the ____ day of _____, 2023.

Read a third time and finally adopted the ____ day of _____, 2023.

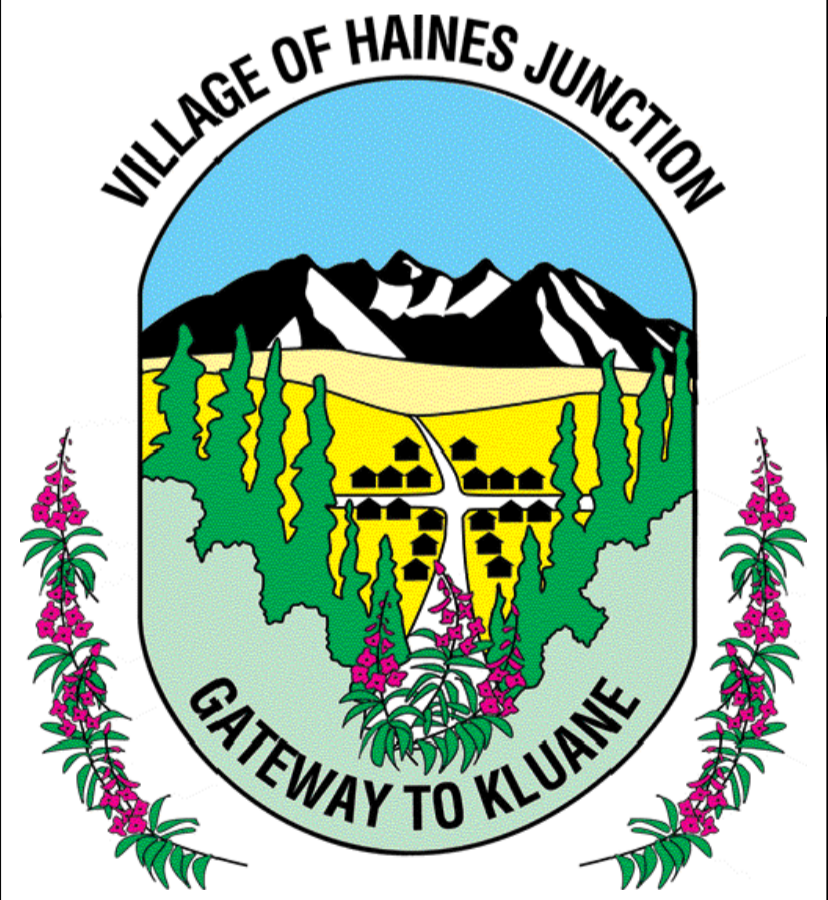
Diane Strand, Mayor

David Fairbank, Chief Administrative Officer

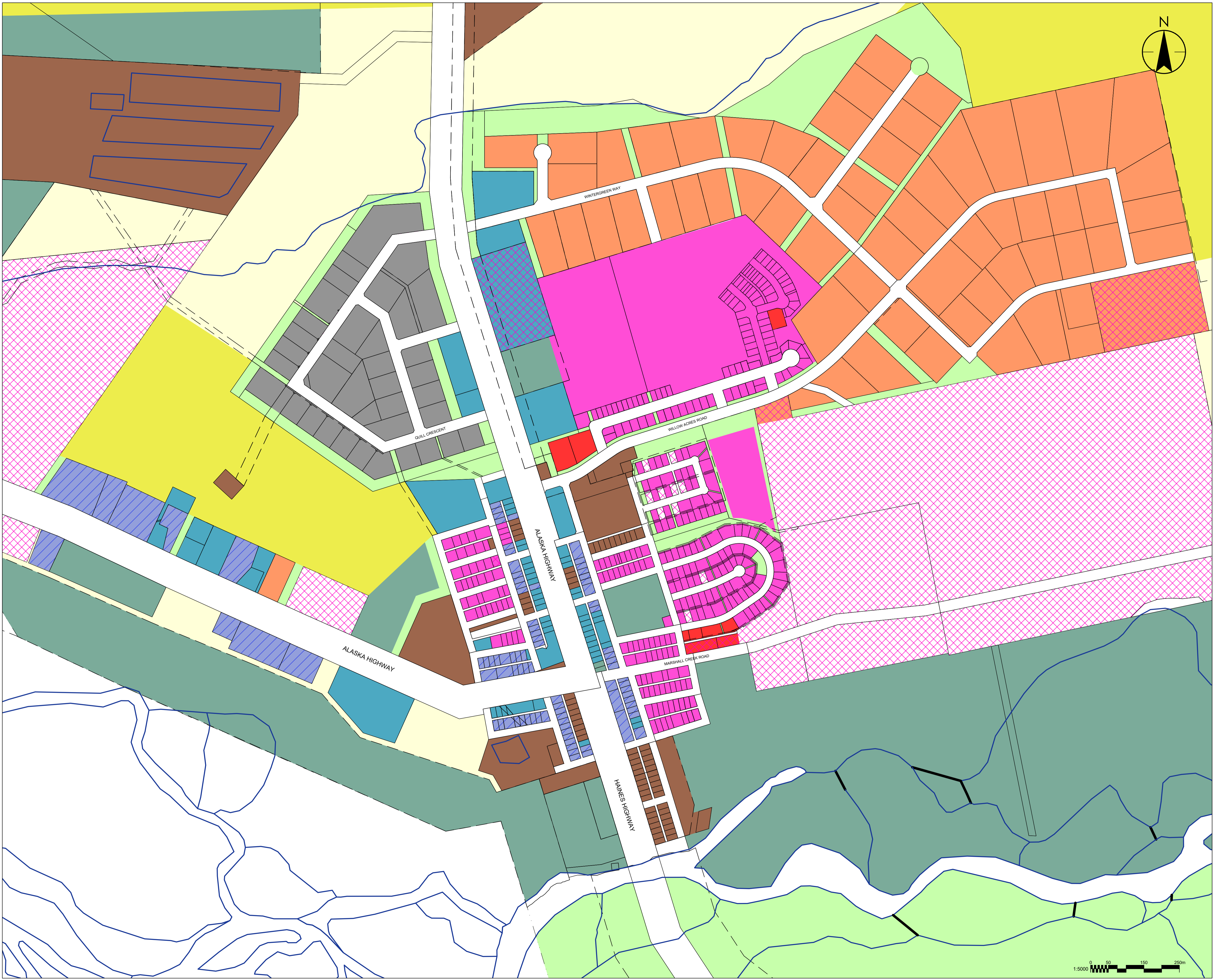


- Legend**
- Municipal Boundary
 - Surveyed Land Parcels
 - Land Dispositions
 - Easements
 - Urban Residential (R-1)
 - Multiple Unit Residential (R-2)
 - Country Residential (RC)
 - Tourist Commercial (CT)
 - Mixed Commercial (CM)
 - Light (Service) Industrial (M-1)
 - Public Use Community (PD)
 - Parks & Recreation Community (PR)
 - Greenbelt Community (GB)
 - Open Space (OS)
 - Agriculture General (AG)
 - Agriculture Residential (AR)
 - Future Development (FD)
 - Settlement Lands

1	2025-06-05	ISSUED FOR USE
	YYYY-MM-DD	SUBMISSION INFORMATION

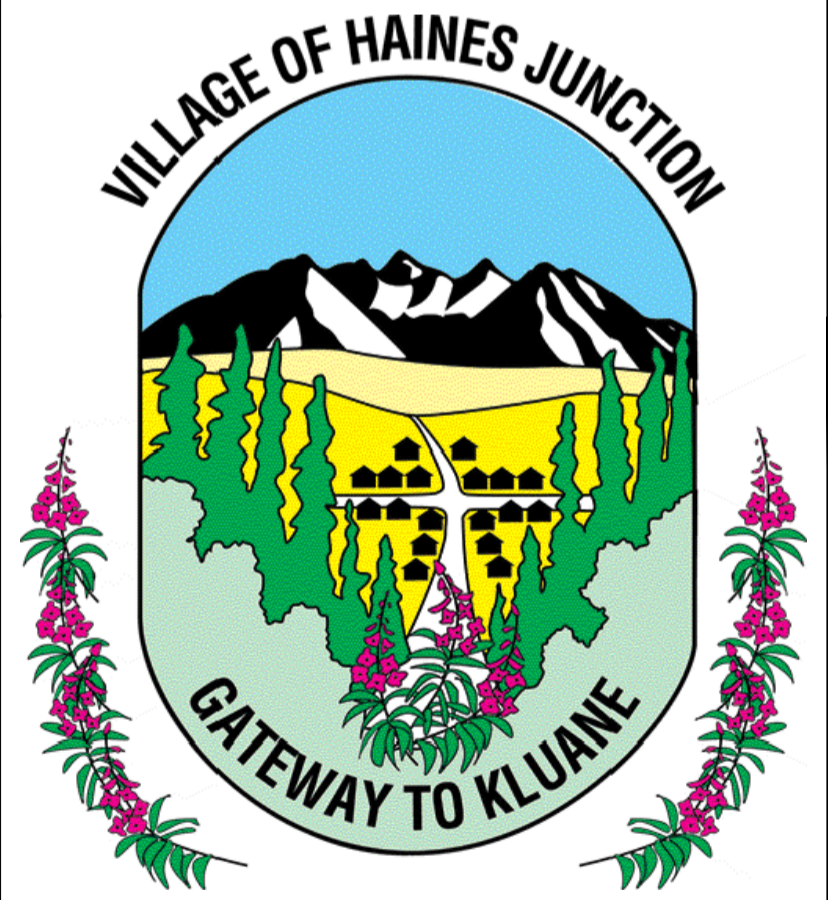


PROJECT			
VILLAGE OF HAINES JUNCTION ZONING BY-LAW			
DRAWING			
ZONING OVERVIEW			
DESIGN -		DATE 2025-06-05	SCALE
DRAWN AR		PROJECT NO. 23-03	AS NOTED
CHECKED -		DRAWING NO.	
APPROVED -		C01	VERSION 1



- Legend**
- Municipal Boundary
 - Surveyed Land Parcels
 - Land Dispositions
 - Easements
 - Urban Residential (R-1)
 - Multiple Unit Residential (R-2)
 - Country Residential (RC)
 - Tourist Commercial (CT)
 - Mixed Commercial (CM)
 - Light (Service) Industrial (M-1)
 - Public Use Community (PD)
 - Parks & Recreation Community (PR)
 - Greenbelt Community (GB)
 - Open Space (OS)
 - Agriculture General (AG)
 - Agriculture Residential (AR)
 - Future Development (FD)
 - Settlement Lands

1	2025-06-05	ISSUED FOR USE
	YYYY-MM-DD	SUBMISSION INFORMATION



PROJECT			
VILLAGE OF HAINES JUNCTION ZONING BY-LAW			
DRAWING			
DOWNTOWN ZONING OVERVIEW			
DESIGN	DATE	SCALE	
-	2025-06-05	AS NOTED	
DRAWN	PROJECT NO.		
AR	23-03		
CHECKED	DRAWING NO.	VERSION	
-			
APPROVED		C02	1
-			

May 29, 2025

Dännch'e Mayor Diane Strand;

We are pleased to announce that the Champagne and Aishihik First Nations (CAFN) will be hosting our sixth biennial dance event, Da Kų Năn Ts'édthèt – *Our House is Waking up the Land* Festival, at the Da Kų Cultural Centre in Dakwākāda/Haines Junction, Yukon.

Da Kų Năn Ts'eddhyèt– Our House is Waking up the Land Da Kų Cultural Centre June 13 -15, 2025

Our event will be a ***Festival of Indigenous Arts and Performances, including Drumming, Singing and Dance*** – a chance for indigenous dance groups from across the globe to showcase their best and to share and learn from one another. Our heritage is very important to us, and we would like to centralize our festival around the theme "*Healing Through the Arts*".

It is our honour to invite you to participate in our Da Kų Năn Ts'eddhyèt Opening Ceremonies and Welcome by providing Opening Remarks on behalf of the Village of Haines Junction. Our opening ceremonies are scheduled to commence at 12:00 noon at our Sacred Fire. We invite you to provide opening remarks following the Welcome by Chief Joe at 1:30 p.m.

We hope that you will help spread the word about this important celebration within your community, and we warmly encourage you to reserve time in both your personal and official calendar to attend Da Kų Năn Ts'eddhyèt.

Please confirm your attendance by June 6, 2025. Should you have any questions or require further details about your role in the event, feel free to contact Krista Reid, Director of Language and Culture at Kreid@cafn.ca, 867-634-3300 ext.410.

We look forward to welcoming you to Dákeyi (our land) and hosting you at the Da Kų Năn Ts'eddhyèt Festival—an opportunity to come together in celebration, culture, and community.

Gunatchish
Thank You,



Dän nātthe äda K'úkhjá
Chief Barb Joe

