

**Village of Haines Junction
Regular Council Meeting Minutes
May 27, 2026**

Present:

Mayor Strand
Councillor Busche
Councillor Moore
Councillor Sundbo

Absent:

Councillor Mackinnon

CAO Fairbank

Recorder L. Sylvain, Sylvain Human Resource Services (remote)

1. Call to Order

The meeting was called to order at 7:02 p.m.

2. Acknowledgement of Champagne and Aishihik First Nations Traditional Territory

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

3. Adoption of Agenda

#138-26 It was moved and seconded

THAT the agenda be adopted as amended with the following addition by CAO Fairbank and Mayor Strand:

- 9. e. Update on 2025-2026 Roadworks; and
- 15. a. Personnel Matters.

Motion #138-26 was **CARRIED**.

4. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

5. Adoption of Minutes of Regular and Special Council Meetings

a. April 22, 2026 Committee of the Whole Meeting Minutes

Discussion:

- Amend the minutes to clarify that the recorder is attending remotely, and that the CAO is present at the meeting.
- Clarify that Councillor Busche was Deputy Mayor at this meeting.

#139-26 It was moved and seconded

THAT the minutes of the Committee of the Whole of April 22, 2026 be adopted as amended.

b. Update- Shakwak Committee - Verbal

Update:

- Efforts to identify a coordinator for the commemorative project are ongoing, with limited interest received to date.
- Plans are underway to commission artwork depicting the old hall, ideally including the attached arena, for use in promotional materials such as t-shirts.
- Challenges remain in locating suitable photos showing the hall and arena together. The Committee is asking residents to send any such photos to them.
- A commemorative send-off event is being planned for the evening of June 30th, 2026 for individuals with a special connection to the hall.
- Public displays and community engagement activities are planned for Canada Day afternoon, including opportunities for residents to share memories and stories.
- Funding approval is required to allow the CAO to begin project-related expenditures.
- Additional ideas include creating a scrapbook or booklet featuring collected photos, stories, and remembrances. A permanent commemorative display at the Convention Centre is also being considered.
- Timelines are becoming tight, and there is a need to begin soliciting photos and memorabilia from community members and others who may have relevant materials.

#142-26 It was moved and seconded

THAT the CAO release \$25,000 to support the Shakwak Hall remembrance and that an Expression of Interest (EOI) be issued for a coordinator to be hired.

Motion #142-26 was **CARRIED**.

c. RTC – Council Prioritization Review

CAO Presentation:

- Administration compiled and consolidated information from the April Council prioritization process.
- An original list of 110 items identified in November 2025 was reduced to 80 items for the May 5 Council prioritization session. The final list of high-priority items was narrowed to 35 items. The finalized list closely aligns with Council's strategic priorities and includes most action items identified in the strategic planning document.
- Several mid-priority and related items remain identified for future consideration. Some items were noted as tied to larger initiatives, including the comprehensive road maintenance policy being linked to level of service discussions.
- Two high-priority items require further Council direction due to split votes during the prioritization process: Community Identity Workshop and the review of Council's procedural bylaw.
- The Community Identity Project has several related initiatives connected to it. The recently circulated community survey pilot project is related to the Community Identity initiative.
- Council was asked to discuss the Community Identity Workshop and provide direction on the broader priority list.

Yukon Government First Nations Procurement Policy report as overdue and suggested it should be flagged as higher urgency.

- CAO explained that despite the original motion, the item was not prioritized by staff due to other higher priority items taking precedence. However, it was noted that, while in the past staff prioritized items, the new prioritization tool ensures Council identify levels of priorities in the future.
- Council emphasized this new prioritization system is new and will likely evolve, requiring flexibility and refinement over time.
- How are agendas created? How do we decide what goes onto the agenda?
 - CAO explained that agenda-setting is based on motion tracking, staff capacity, and coordination, with items scheduled based on available time to discuss items and importance. The CAO and the mayor create the agenda together.
- CAO noted the new prioritization tool is expected to improve clarity and reduce reliance on a large motion tracker.

#143-26 It was moved and seconded

THAT Council receive this report on the outcome of the May 5, 2026 Council Prioritization, that Council direct staff to rank the Community Identity Workshop as a high priority, and that Council direct staff to rank the Review of the Council Procedures Bylaw as a high priority.

Motion #143-26 was **CARRIED**.

d. Council Led Discussion – August Council Meeting Break

Presentation:

- Council suggested that August Council meetings be cancelled to allow for a summer break. This would allow councillors to rest and feel refreshed, while also enabling staff to get up to speed on specific tasks.

Discussion:

- CAO advised that staffing capacity will be limited over the coming weeks due to vacations and absences, including the CAO being away for the next Council meeting. CAO noted there are few pressing items currently scheduled, with only a road resurfacing update and a non-urgent vacant property tax review identified for the next meeting.
- Council noted that many other municipalities take August off. They also noted that often municipal Council's only hold one regular Council meeting per month, with a Committee of the Whole meeting serving as the second meeting.
- Council suggested additional Committee of the Whole meetings could provide opportunities for discussion and planning without requiring formal motions.
- CAO indicated that a break would not significantly impact operations and noted that the new Council prioritization process provides sufficient direction for staff to continue work independently.

- Does staff maintain a list of roads requiring resurfacing and future upgrades?
 - CAO confirmed that staff track road conditions and maintain a prioritized understanding of road infrastructure needs throughout the community.
- Council noted concerns that roads receiving the most public complaints can sometimes appear to receive priority attention.
 - CAO stated that roadwork priorities are based on condition and operational needs rather than public complaints.
- Council identified the road leading to Willow Acres as being in poor condition.
 - CAO advised that the section between the water tower and Willow Acres is already included in the previous phase of roadwork and is expected to be completed shortly. CAO noted that the Willow Acres loop was not included in the previous phase and is the focus of the proposed 2026 resurfacing project.
- CAO identified Fireweed Street (between the highway and the municipal shop) as another high-priority road segment requiring future attention due to its condition and traffic volume.
- CAO explained that full road surfacing with BST and paved corners is significantly more expensive, estimated at approximately \$1.5 million for the same road section.
- CAO noted that drainage and ditch issues exist in the Willow Acres loop area and may qualify for funding through environmental adaptation programs. CAO indicated that staff are exploring grant opportunities to address ditch improvements before undertaking permanent road surfacing. CAO stated that the long-term goal is to coordinate ditch rehabilitation and road surfacing into a single future project to maximize efficiency and external funding opportunities.
 - **Action:** CAO to write a paragraph explaining the work to be undertaken for Mayor Strand to use as an update on Facebook live.
- Council agreed that the Gas Tax/Canada Community-Building Fund be used to cover the additional costs of the roadworks.

10. New Business

a. RTC – Municipal Investment Policy

CAO Presentation:

- Presented the concept of developing a Municipal Investment Policy after reviewing a 2018 draft discussion paper on reserve fund investments.
- Staff identified that municipal reserves are currently held primarily in high-interest savings accounts, which may not maximize returns given the Village's growing reserve balances.
- The Village has approximately \$10 million in reserves and available funds, creating a significant opportunity to improve investment returns. Noted that increasing returns from approximately 2% to 4-5% could generate an additional \$200,000 to \$300,000 annually, helping offset inflation and strengthen long-term finances.
- The Municipal Act permits certain investment vehicles and provides a framework for municipal investments. Potential investment options discussed included GICs,

#145-26 It was moved and seconded

THAT Council direct administration to prepare a Report to Council to discuss options for an investment policy for the Village of Haines Junction in consultation with peer Yukon municipalities, the Village's external auditor, the Village's bank, a qualified financial professional, the Federation of Canadian Municipalities (FCM), the Association of Yukon Communities (AYC), and any other appropriate sources.

Motion #145-26 was **CARRIED**.

b. RTC – Council Meeting Procedures – Discussion Paper

CAO's Presentation:

- A discussion paper was presented on balancing open discussion with formal meeting procedures.
- A proposed meeting framework would include: staff presentation and clarifying questions, open discussion before a motion is introduced, and formal debate, amendments, and voting once a motion is on the floor.
- The approach is intended to improve discussion, identify concerns early, and help develop clearer motions before entering formal procedural steps.
- Clear identification of the stage of discussion was highlighted as important for maintaining meeting efficiency and avoiding confusion.
- The proposed process is consistent with the Procedural Bylaw and Robert's Rules and was presented for Council's consideration as a potential formal meeting practice.

Discussion:

- Council expressed support for a discussion-first approach, noting that open dialogue before introducing a motion can help build consensus and result in stronger decisions.
- Council emphasized the importance of keeping discussions focused on the issue at hand while allowing flexibility to shape motions through discussion.
- Council generally supported a less formal application of Robert's Rules, noting that an overly formal process could be intimidating for current and prospective Council members. It is valuable to have a clear process or visual guide available to help orient new Council members and provide consistency from one Council term to the next.
- Council supported developing a simple framework that outlines the flow of discussion and decision-making without creating unnecessary procedural complexity.
- Council emphasized the importance of all members being comfortable raising points of order when discussions drift off topic or procedural issues arise. It was encouraged that Council members share responsibility for maintaining focus and helping the Chair keep meetings on track.

11. Bylaws – Reports, Readings and Adoption

None.

14. Questions from the Public

There were no questions from the public.

15. Motion to Close Meeting to the Public

a. Personnel Matters

#146-26 It was moved and seconded

THAT the meeting be closed to the public at 9:05 p.m.

Motion #146-26 was **CARRIED**.

16. Motion to Reopen Meeting to the Public

#147-26 It was moved and seconded

THAT the meeting be reopened to the public at 9:25 p.m.

Motion #147-26 was **CARRIED**.

#148-26 It was moved and seconded

THAT the June 10th, 2026 Regular Council meeting be cancelled, making the next meeting June 24th, 2026.

Motion #148-26 was **CARRIED**.

17. Adjournment

#149-26 It was moved and seconded

THAT the meeting be adjourned.

Motion #149-26 was **CARRIED**

Meeting adjourned at 9:30 p.m.



Mayor Diane Strand



CAO David Fairbank

