

**Village of Haines Junction
Regular Council Meeting Minutes
June 25, 2025**

Present:

Deputy Mayor Busche
Councillor Mackinnon
Councillor McPhie
Councillor Sundbo (via Zoom)

Absent:

Mayor Strand

CAO Fairbank, Recorder Ogden

Call to Order

The meeting was called to order at 7:05pm

Acknowledgement of Champagne and Aishihik First Nations Traditional Territory

Deputy Mayor Busche acknowledged that we are on the traditional territory of the Champagne and Aishihik First Nations

Adoption of Agenda

#216-25 It was moved and seconded

THAT the agenda be adopted as amended with the following additions:

- 8b. SWMF Staffing Report

Motion #216-25 was **CARRIED**.

Declaration of Pecuniary Interest

Adoption of Minutes of Regular and Special Council Meetings

Council Meeting Minutes June 11, 2025

#217-25 It was moved and seconded

THAT the minutes of the regular Council meeting of June 11, 2025 be adopted as presented

Motion #217-25 was **CARRIED**.

Proclamations

Delegations

Public Hearings and Public Input Sessions

Public Hearing: Bylaw #429-25 Zoning Bylaw #411-24 Amendment #2

CAO Presentation:

- This amendment updates the Zoning map to reflect:
 - the changes to the Bylaw that were approved by Council last month – two Tourist Commercial lots on Auriol Street that were changed to Commercial Mixed (x) lots
 - the new Dhäl Gähy (Mountain Ridge) subdivision

Comments from the Public:

- There were no questions or comments from the public.

Solid Waste Management Facility (SWMF) Staffing Report – Requested at June 25th CoW

CAO Presentation:

- Public Works Manager shared a report with Committee of the Whole at their June 25, 2025 meeting on staffing at the SWMF noting that we do not have staff to backfill for the gatehouse or recycle attendants when they are either sick or on vacation leave, which combined is about 4 months of leave a year.
- In the past few months, we've had to use office staff to backfill absences at the gatehouse. Staff recommend Council consider hiring an additional landfill attendant position at the SWMF.
- The job description could be written to include support for the free store, time permitting.

Discussion:

- Why can't operating the free store be a primary responsibility?
 - If the gatehouse attendant is away, for example, this position would have to cover the gatehouse and wouldn't be able to staff the free store, so operation of the free store can't be guaranteed.
- Possible future duties associated with composting will be included within the job description

#218-25 It was moved and seconded

THAT a new full-time, permanent, attendant position within the union is approved for the SWMP. Staff will draft a job description that reflects that this position will provide coverage for other staff at the SWMPF when they are on leave, and that this position will carry out other landfill-related duties including providing support for free store and a potential future composting program

Motion #218-25 was **CARRIED**.

Old Business

RTC Municipal Matching Grant

CAO Presentation:

- This report was prepared by the Treasurer. The CAO declared a pecuniary interest, recused himself from the discussion and left the room.

Discussion:

- Council had no concerns or questions, noting this decision was made before this Council was elected.

#219-25 It was moved and seconded

THAT Council approves the awarding of a Municipal Matching Grant in the amount of \$2,000 to Mangala Chatterton and David Fairbank.

Motion #219-25 was **CARRIED**.

New Business

Accounts Payable to June 25, 2025

#220-25 It was moved and seconded

THAT the Municipal Accounts Payable to June 25, 2025 be received and filed.

Motion #220-25 was **CARRIED**.

Bylaws – Reports, Readings and Adoption

Bylaw #429-25 Zoning Bylaw #411-24 Amendment #2 for first and second reading

CAO Presentation:

- As noted earlier, this amendment updates the Zoning map to reflect:
 - the changes to the Bylaw that were approved by Council last month – two Tourist Commercial lots on Auriol Street that were changed to Commercial Mixed (x) lots
 - the new Dhäl Gähy (Mountain Ridge) subdivision
- The public hearing was held earlier in tonight's (June 25, 2025) Regular Council meeting.

Discussion:

- When is this subdivision supposed to be completed?
 - The subdivision is completed, we are just waiting for the lottery to be announced, hopefully in August.

#221-25 It was moved and seconded

THAT Bylaw #429-25 Zoning Bylaw #411-24 Amendment #2 be read for the first time on the 25th day of June, 2025

Motion #221-25 was **CARRIED**.

#222-25 It was moved and seconded

THAT Bylaw #429-25 Zoning Bylaw #411-24 Amendment #2 be read for the second time on the 25th day of June, 2025

Motion #222-25 was **CARRIED**.

Correspondence

Haines Junction Health Centre Newsletter

#223-25 It was moved and seconded

THAT the June 2025 Haines Junction Health Centre Newsletter be received and filed.

Motion #223-25 was **CARRIED**.

Letter to Council re: Survey Pins

CAO Presentation:

- This letter from Rebecca Schatz, Corey Magnusson and Joanne Thomas is requesting reimbursement for 100% of the costs to survey lots on Shakwak street
- Residents are asserting that they were told, when they purchased the lots from the Village, that the pins would either be there or would be replaced.
- Prior Council offered to pay 50% of the cost of survey pins, there was no response from the individuals at the time.

Discussion:

- What is the history behind this request? Were the pins removed?
 - The pins were either never removed or never installed, if they were there they haven't been there for a long time.
 - The lot owners suggested that road work on Shakwak Street disturbed the (front) lot pins. They have not explained where the rear lot pins would have gone or how they would have been disturbed.

- The Village approached Castle Rock who showed pictures of the road work they did which showed that they were nowhere near the property line (which is a substantial ways back from the road).
 - Staff's best guess is that the pins were either wood, or if they are there, that they just haven't been found.
 - About 6 weeks ago ATCO was there doing electrical work and they said they found a pin.
 - The Village sent out staff with metal detectors to look for pins.
- The Village received a letter from a lawyer's office saying that it was illegal to sell the property without property pins on it.
- The Village consulted its lawyer, and our lawyer indicated that there is no provision in law requiring property pins to be in place to sell a property.
- The Village offered to pay for 50% of the cost if all purchasers agreed to this arrangement, to ensure the contractor would be paid the full amount.
- How were the lots sold?
 - The lots were sold as is, where is. It was after the fact that it was discovered that the pins were missing. No one knew at the time that there were no property pins.
- These lots are the old Northwestel lots. Is there a legal land record mentioning pins?
 - They are surveyed lots, but they were surveyed in the 60s.
- Rebecca Schatz was on Zoom and offered the following clarification:
 - Prior to signing the purchase agreement, both Joanne and Rebecca were in Dave's office and were told verbally that the pins would be found. They were shown a map of the boundaries of each lot.
 - Wanting to build sooner rather than later they did go ahead to survey lots 4 to 8 and have them pinned.
 - A previous owner decided to return his lot quite quickly when he found out that the pins were an issue.
 - There was an offer to pay 50% but none of these purchasers have bought lots that don't have boundaries.
 - If you sell land, you mark the boundaries in good faith, so are looking for the Village to cover the full cost of the survey.
 - Rebecca understood that it was a Village employee that found a few pins, not ATCO.
- What does the bill of sale or paperwork from the Village say about survey pins? Does it say it was the buyer's responsibility or the village's responsibility?
 - There is no mention of survey or survey pins in the agreement or sale. It just said sold as is, where is
- It is not unusual for properties to have pins that are knocked out of place or missing for whatever reason. It is likely that every lot with a rear alley has lost their rear property pins because those alleys are so tight to the property lines, it is almost impossible to do work, or even plow snow, without disturbing the pins.
- How can we sell land if there is nothing to define property lines?
 - There are now six lots; previously there were three lots. The lots were subdivided and sold so they were never marked in the first place.

- Did the Village make these lots smaller?
 - To the best of our knowledge, there has been no change in lot size from when the Village purchased these lots 7 or 8 years ago. There may have been a change with the previous owner, which was a holding company or bank, not Northwestel.
 - They are now all 50 x 100 lots. Not aware that they used to be 100 x 100 lots, but it is possible -- would like to see what documentation exists.
- Council would like to see the Village demonstrate more due diligence when selling older lots and at least confirm whether they are surveyed or not. A core responsibility of the Village is to encourage development by streamlining processes. That is why the zoning bylaw was updated and is why we want to streamline the development permit process. When buying from a municipality, you expect the homework would be done. We want to develop these lots, we want the tax income.
- Council also expressed that the agreement for sale should accurately identify whose responsibility it is to ensure surveys are completed e.g. either the seller or the purchaser.
- If go ahead with paying for the survey, will need to do it for all the lots on Shakwak – one lot has not been done.
- Could also indicate for other lots that have not sold yet that it is the purchaser's responsibility and that this is reflected in the selling price of the lots, or have it done and include it in the sale price.
- Support was expressed to take responsibility for the survey of all the lots, including the unsold lot prior to being offered for sale.
- Council requested to see information from Rebecca about the history of the lots, as well as the correspondence staff have had with the lawyer.

#224-25 It was moved and seconded

THAT staff provide a Report to Council on the Shakwak Street survey pins at the July 9th Regular Council Meeting.

Motion #224-25 was **CARRIED**.

Council Reports and Notice of Motions

Councillor Sundbo

- Nothing to report.

Councillor McPhie

- Would like to get a discussion going on a new policy or bylaw for grass cutting.
 - This is part of the level of service policy discussion that will take more time to prepare.

- For now, if this is a near-term priority, a motion could be passed regarding grass cutting for the rest of the year. When the level of service policy discussion takes place, this could be reflected.
- This discussion has implications on staffing levels; more discussion would be worthwhile. The community has an expectation that we are going to cut the grass like we have in past years, but we have to be careful that we don't write up a policy that takes staff away from something else.
- Would like to discuss what to cut, where to cut, what options need to be explored
- Would also like to re-engage in conversations around the muffin, either fix it or demolish it.

#225-25 It was moved and seconded

THAT staff provide a Report to Council on grass cutting

Motion #225-25 was **CARRIED**.

#226-25 It was moved and seconded

THAT staff provide a Report to Council with an estimate of costs to either demolish or repair the muffin.

Motion #226-25 was **CARRIED**.

Councillor Mackinnon

- Thanks were expressed for the Wildland Fire Crew's work on the fire near Paint Mountain, and the fire near the Aishihik Lake road.

Deputy Mayor Busche

- Nothing to report.

Questions from the Public

Motion to Close Meeting to the Public

#227-25 It was moved and seconded

THAT the meeting be closed to the public at 7:49pm.

Motion #227-25 was **CARRIED**.

Motion to Reopen Meeting to the Public

#228-25 It was moved and seconded

THAT the meeting be reopened to the public at 8:13pm.

Motion #228-25 was **CARRIED**.

#229-25 It was moved and seconded

THAT Staff provide a Report to Council to refine the Community Recognition Award nominee process.

Motion #229-25 was **CARRIED**.

#230-25 It was moved and seconded

THAT Council award the following individuals with the Community Recognition Award on Canada Day: Cathy MacKinnon, Chantal Freniere, Cindy Cowie, Grace Mendez, Megan MacKellar, Nicolas Filteau, Patty Moore, Collin Kallio, Ryan Kinna, Andy Hall, Jolene Billwiler. The following milestones will also be recognized: Ron and Iris Wilson's 57th wedding anniversary, Ron Wilson's 80th birthday and Roy and Beth Martinson's 50th wedding anniversary.

Motion #230-25 was **CARRIED**.

Adjournment

#231-25 It was moved and seconded

THAT the meeting be adjourned.

Motion #231-25 was **CARRIED**

Meeting adjourned at 8:15pm.



Mayor Diane Strand



CAO David Fairbank