

**Village of Haines Junction  
Regular Council Meeting Minutes  
October 23, 2025**

**Present:**

Mayor Strand (via zoom)  
Councillor Busche  
Councillor Mackinnon  
Councillor McPhie (via zoom)  
Councillor Sundbo

**Absent:**

None

CAO Fairbank, Recorder L. Sylvain, Sylvain Human Resource Services

**1. Call to Order**

The meeting was called to order at 7:00 pm.

**2. Acknowledgement of Champagne and Aishihik First Nations Traditional Territory**

Councillor Mackinnon acknowledged that we are on the traditional territory of the Champagne and Aishihik First Nations.

**3. Adoption of Agenda**

#353-25 It was moved and seconded

**THAT** the agenda be adopted as amended with the following addition by CAO Fairbank:

- Proposal review impact.

Motion #353-25 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. October 9, 2025 Committee of the Whole Meeting Minutes

*Discussion:*

- Councillor Busche noted that she was not the Deputy Mayor during that meeting. Amend the record to show that Mayor Strand acknowledged that we were on the Traditional Territory of the Champagne and Aishihik First Nations.

b. October 9, 2025 Regular Council Meeting Minutes

*Discussion:*

- Sundbo notes a minor typo on page 3, third bullet, which reads "sauna treatment" which should be changed to "SCADA treatment". Or it could be the lagoon effluent treatment or wastewater.

- Acknowledgement that the motion numbers and highlights were fixed by Policy and Communications Manager, Ogden. An updated package had been sent.

#354-25 It was moved and seconded

**THAT** the minutes of the Committee of the Whole and the regular Council meetings of October 9, 2025 be adopted as amended.

Motion #354-25 was **CARRIED**.

## 6. Proclamations

There were no proclamations.

## 7. Delegations

### a. Kluane Mountain Bluegrass Festival – Camping Request

*Presentation:* Mark Nelson, Scott Wilson, and John Faulkner

*Discussion:*

- KMBF presented an annual update on the past festival. They noted that the operation of the festival went smoothly, and the organizers generally received positive feedback.
- Question was asked regarding whether there were issues with festival goers playing music around campfires in the evening. KMBF noted that quiet hours were observed and that there were no issues.
- KMBF noted that there was a downward trend in this year's ticket sales, with about 275 of the 350 tickets sold. Results of a follow-up survey to festival attendees found that there were two barriers to ticket sales:
  - 1) Many Haines Junction residents were unable to attend the entire weekend festival due to other summer commitments. As a result, KMBF is considering offering day passes for Haines Junction residents and Champagne and Aishihik First Nations (CAFN) Citizens next year to address the issue.
  - 2) Festival attendees from outside the area are unable to find tent camping options to attend the event. While there are two campground options, there are few reservable camping options. Many tent campers are unwilling to buy tickets due to the risk of not finding a campsite. This is a longer-term sustainability issue for the festival. It also makes it difficult for event organisers to diversify the audience demographic, as younger attendees are often tenting. KMBF has spoken to Village staff and are looking to find other options.
- KMBF appreciates Council's by-law permit, which allows the option of thirty onsite, self-contained RV camping sites. The organisers are putting forward another request for this permit for next year's event.
- Question was asked about whether event attendees stay at the Pine Lake Campground. KMBF responded that many artists and attendees camp at the campground.

- It was noted that Pine Lake Campground will have additional sites added. This may not be accomplished in time for the next festival.
- KMBF noted that many attendees are searching for campsites within walking distance, which makes Pine Lake Campground less ideal. John Faulkner clarified that the request at this meeting was to obtain a permit for RV camping at the St. Elias Convention Centre, but additional camping would be ideal.
- KMBF mentioned that about 80 volunteers that run the festival have difficulty finding tenting options.

**Action:** Motion for report to council: Research options for locations for nearby camping, exploring pros and cons. Ogden will research whether Pine Lake was full that weekend and whether the additional sites will be available in time for next year's festival.

CAO Fairbank read last year's motion for the approval of the camping permit.

- KMBF is open to work with Council to investigate infrastructure to support campers.
- It was asked what a realistic number of tents would be needed. KMBF was uncertain but Mark Nelson suggested 20-30 extra tenting campsites.
- Further discussion will happen in-camera before decisions are made.
- KMBF expressed that they value the partnership with the community and will get back to Council about the decision of providing day tickets for Haines Junction residents and CAFN citizens.

## 8. Public Hearings and Public Input Sessions

None.

## 9. Old Business

### a. 2025 Amended Budget and 2026 Additional Budget

#### i. *Amended and Provisional Budget*

**CAO Presentation:**

- CAO Fairbank presented the amended 2025 and Provisional 2026 budget lists. The documents were intended for review and discussion rather than an official detailed budget debate. The amended 2025 budget consolidates all Council-approved changes since April 9, 2025.

#### ii. Capital and Project Overview

Key project updates included:

### **Solid Waste and Landfill**

- Front of landfill modernization: The original budget was \$1.5 million.
- Solid waste design implementation: The total project cost is over \$2 million dollars (multi-year). \$200,000 in 2025.
- Compact loader and hazardous waste storage: Recently approved by Council.

- The environmental spill cleanup: \$12,300 spent in 2025. CAO proposed establishing an *Environmental Cleanup Reserve* starting in 2026 (\$20,000 annual contribution if no expenditure).
- Lagoon algae control: No price estimate yet. Awaiting YG representatives to identify a supplier.
  - **Action:** CAO to seek information from Carmacks on supplier and system.
- Fire Alarm and Arena Oil Tank Replacement: Planned for 2026.

#### **Facilities & Infrastructure**

- Convention centre seismic renovations: No money has currently been spent. Deferred to 2026 (\$800K projected) with \$400K in 2027.
- Heating system upgrades to the Convention Centre: Preliminary estimate \$150,000; deferred to 2026 due to timing.
- Historical mural project: Hardware purchase expected 2026, likely under budget.
- Grand hall projectors: Completion expected this year, perhaps this week.
- Recreation Centre design: Final cost of this project is unknown. Received \$110,000 (over 2 or 3 years) from a Community Development Fund (CDF) (in partnership with CAFN), anticipate spending \$30,000 in 2025. May onboard a Project Manager to move the project along.
- Skate Infrastructure: Expected to span two fiscal years (2025–2026).
- Public Works Road Repairs:
  - 2025 budget was \$1.2M for this work. It's estimated that \$650,000 will have been spent in 2025 for the preparation work.
  - Castle Rock completed the preparatory work for all highlighted areas, except for Willow Acres. Willow Acres not completed due to cold weather; resident complaints were received and noted.
  - The balance of the \$1.2 million will be paid out next year after road surfacing is completed.
  - **Action:** CAO to prepare options for temporary repairs, if there are any, and draft letter to Willow Acres residents explaining next steps.
- Pool, Hazardous Material Billing Assessment and Pool Demolition: budget of \$50,000; estimated \$30,000 spent by end of 2025; remaining \$20,000 spent in 2026. Work and Hazardous Material Assessment have been completed. Tender for demolition in spring or late winter 2026.
- SRS Facility: Funding search to relocate SRS facility from Public Works yard to lagoon.
- Flow meter completed.
- Wet Well Wizard dropped from budget.
- Well maintenance on Well 5 was completed in summer 2025.

#### **Protective Services & Fire Department**

- Compliance Purchases to meet WCB regulations: Radios and equipment totaling approx. \$9,000.
- Fully equipped emergency light response vehicle: New vehicle planned since 2003, \$85,000 was budgeted. New estimate: \$200,000 to \$250,000. Hopefully funded by YG.

- Fire Department Light Response Vehicle: Estimated \$200K–\$250K; \$85K secured from YG (since 2003). Awaiting leadership stability and coordination with YG before proceeding.
- Protective Services Manager Vehicle: New request for new vehicle, estimated cost is \$75,000 for bylaw enforcement/fire chief/emergency response roles. Order planned for 2025 (within 2025 budget) with delivery and payment in 2026.
- SCUBA Gear Upgrade: Deferred to 2026 and requires an updated budget.
- Floor Drain: Deferred to 2026; dependent on contractor availability.
- Hydrovac Trailer: New 2025 request; delivery expected mid-2026. The goal is to have it operational to clean the sanitary lines around June 2026. Intended to offset rental costs (approx. \$4K annually, variable).
  - **Action:** CAO to prepare cost comparison report on Hydrovac rentals vs. purchase before Council approval.

#### **Vehicles & Equipment**

- Wing Mower: Ordered for 2025; will improve mowing efficiency.
- Half-ton Toyota Tacoma Replacement: To be ordered in 2026 (delivery possibly 2027).
- Utility Vehicles: Two units at \$32,000 total, to support summer student crews.
- New 50 horsepower tractor and municipal van: Planned for 2026; will result in surplus assets.

#### **Parks, Recreation & Culture**

- Trail asset maintenance (\$25,000): Carried since 2023; original purpose unclear, possibly benches/signage. May be removed or repurposed.
- Trail signage application (estimated \$10,000 in 2025): Dependent on committee's decision; may defer major spending to 2026. Trail Signage/App project for which Council approved a total budget of \$25,000 for the Trail Signage/App project.
- Dakwakat Heritage Structure: Targeted consultation or tender for 2026 completion.
- Dezadeash trail revitalization: CDF-funded; Village contributing \$20,000 in 2026.
- Trail care event & Summer Recreation Program: Completed for 2025.
- Summer Recreation Program: Total cost approx. \$50,000 (offset by \$7,500 ParticipACTION funding).
- Christmas lights: Ordered; total \$42,000 after shipping.
- EV chargers: To be completed in 2025.
- Shakwak Hall exhibit: Estimated modest cost for 2025; TBD for 2026.
- CCARE Program: Estimated \$62,500 in 2025. Subsequent years will double to \$125,000/year.
- Bike Skills lease: Completed; Village leased land from YG and will soon be leasing the land to the Bike Skills Park. Another legal review will be required at that point, with additional legal fees.
- Canada Banners Program: Completed.

#### **Planning & Administration**

- Environmental testing – LTF at landfill: \$20,000 request for 2026.
- Asset management planning: Policy drafting expected in 2026.

- Emergency response planning: Working with Chris Reynolds; \$15,000 in 2025, future costs TBD and determined by Council.
- Truth & reconciliation policy statements: No spending yet. Costs anticipated in 2026 for community identity event.
- GIS mapping: \$3K spent of \$10K budget; project ongoing.
- Water tower & uplift station asset plan: Deferred to 2026.
- Lagoon hydrological assessment: Deferred to 2027–2028 (per license requirement).
- Scrap metal & end-of-life vehicle removal: Planned for 2026; awaiting contractor responses.
- The Abandoned Asset Management Plan for the water tower and uplift station deferred to 2026.

#### **General Budget Updates**

- Projected 2025 operating and management surplus: \$1.18 million, with estimated year-end surplus of \$504,000 after reserve adjustments.
- Capital revenue (funding received and money from other sources that can be spent on capital projects): \$2.13 million.
- Capital reserves (money spending out of existing reserves): \$479,000.
- Money spent: \$2.8 million.
- **Action:** The CAO will present updated and complete budget documents at the next meeting. During the first reading of the bylaw, Council will have the opportunity to add or remove items. Based on Council's direction, the CAO will amend the budget accordingly before the second and third readings.

#### *Discussion:*

- Is the fire department's request for a new crew cab vehicle urgent? CAO responded that the department has wanted the vehicle for years, but leadership gaps have delayed progress. Uncertainty regarding correct crew cab to purchase. Requires negotiation with YG, but there is currently no departmental leadership to advance the purchase.
- Question regarding the cost-benefit analysis of renting versus purchasing a new Hydrovac trailer. CAO to review and research prior to Council approval of purchase.
- Discussion regarding the progress of the road resurfacing work. Council noted the impact to Willow Acres residents, where work was not conducted due to timing and weather conditions.
- For the 2026 budget, Council will need to determine the amount of 2025 surplus funds to allocate to reserves.
  - **Action:** CAO to update budget documents accordingly. Council will review and amend the budget at future meetings.
- Bike Skills Park lease: Discussion regarding the long-term goal being a land transfer from YG, though it will take time. The Bike Skills Park lease may also transition into a land transfer or potentially a lease-to-own agreement in future discussions.
  - **Action:** CAO to contact YG to confirm the annual lease cost for Bike Skills Park.
- Council inquired regarding how the pending regionalization and interim agreement affect the landfill, including both front and back operations. CAO responded that front-

of-house renovations (including construction of a staffed gatehouse) were initiated to meet regionalization requirements and enable tipping fee collection. The Village receives approximately \$118,000 annually through the interim regionalization agreement, with the same amount expected under the final agreement once finalized. The Village also received a one-time payment of approximately \$600,000 related to regionalization.

b. RTC – Community, Culture, Arts, Recreation, and Environment (CCARE) Program Committee Appointments

*Policy and Communication Manager's Presentation:*

- Council adopted the bylaw establishing the CCARE Program Committee at the October 9th Council meeting. The bylaw provides for five community members and one Council member be appointed. Members must have resided in Haines Junction for at least two years and will serve until April 1, 2029.
- Five applications received from: Laura Gorecki, Cathy Mackinnon, Stacy Menicoche, Patty Moore, Shawn Taylor. All applicants meet eligibility requirements and are recommended for appointment.
- Deputy Mayor Sydney Mackinnon was appointed as the Council representative.
- Next steps: A public information session is scheduled for next Thursday at 5:30 p.m. in Council Chambers. The Policy and Communication Manager will present an overview of the program.

*Discussion:*

- Conflict of interest discussion: Committee members must recuse themselves from reviewing or commenting on applications in which they have an interest. During such reviews, the conflicted member will leave the room. Remaining members will continue evaluations to maintain consensus and quorum (minimum three members plus the Council representative).
- Decision-making process: The committee will operate on a consensus-based approach, not a formal vote. The Council member participates fully in discussions and recommendations. Final recommendations from the committee will be submitted to Council for approval.

#355-25 It was moved and seconded

**THAT** Council appoint Laura Gorecki, Cathy Mackinnon, Stacy Menicoche, Patty Moore, Shawn Taylor and Deputy Mayor, Sydney Mackinnon to the CCARE Program Committee.

Motion #355-25 was **CARRIED**.

c. RTC – Community, Culture, Arts, Recreation, and Environment (CCARE) Policy Revisions

*Policy and Communication Manager's Presentation:*

- From public funding, a funding gap was identified between March 31 and mid-to-late June where projects could be ineligible. The gap resulted from project completion deadlines (March 31 of the following year) and application adjudication timing.

- Proposed adjustments:
  - Application deadlines: Move to March 15 (spring) and September 15 (fall), avoiding overlap with lottery funding deadlines (April 15 and October 15).
  - Project planning: Earlier decisions allow sufficient time for summer and after-school programming planning.
  - Project completion: Recipients have one year from award date to complete their projects. Alternative: projects must be completed before the next intake.
  - Funding disbursement: Based on submitted invoices rather than upfront payment to ensure clear accounting and manage unspent funds.
- **Action:** Aynsle Ogden to update the policy per Council's direction. Updated policy to be presented at the public information session next week.

#356-25 It was moved and seconded

**THAT** Council approve amendments to the CCARE policy as follows: Spring application deadline March 15th, fall application deadline September 15th, and project completion date within one year of the date of the issuance of the award.

Motion #356-25 was **CARRIED**.

d. RTC – Landfill Front of House Renovations and Construction

*CAO Presentation:*

- Budget overview and revisions: In 2024, \$1.5 million was originally allocated for solid waste facility upgrades, and \$1 million was set aside for back-of-house work related to the implementation of the Solid Waste Management Plan. Due to the volume of work and capacity constraints, the back-of-house budget was later reduced to \$200,000, resulting in a total 2025 landfill project budget of \$1.7 million.
- Actual costs and overages: The total project expenditures reached \$1,722,800, approximately 1.3% over budget. The minor overage was primarily due to unexpected delays with ATCO, which required a backup generator on-site, the failure of a newly purchased generator, additional gatehouse renovations including side doors, and increased signage requirements during the permitting process.
- The budget overage was modest and largely driven by unforeseen circumstances and regulatory requirements, rather than planning errors, reflecting the challenges of coordinating multi-faceted infrastructure projects.

#357-25 It was moved and seconded

**THAT** the RTC – Landfill Front of House Renovations and Construction be received and filed.

Motion #357-25 was **CARRIED**.

## 10. New Business

### a. Accounts Payable to October 23, 2025

#### *Discussion:*

- Councillor Sundbo sent an email requesting clarifications on three items.
  - **Action:** CAO to send email response with clarifications.

### b. RTC - Participation in the November 14, 2025 Blanket Exercise

#### *Policy and Communication Manager's Presentation:*

- The Blanket Exercise is scheduled for November 14, 2025, from 1:00 – 4:30 p.m., led by Inspire Reconciliation Potential (Tosh and Davida) in partnership with Naazhi Consulting. The exercise itself lasts approximately 1.5 hours, followed by a structured debrief and discussion session to allow participants to reflect on their experience and share insights.
- Participation Options and Costs: The cost is \$175 per participant. Council reviewed several options for Village participation:
  - Council only: \$875 if all members attend.
  - Administration staff: \$875 if all five staff attend; full attendance would require closing the office for the afternoon.
  - Public Works staff: Two options considered—having all nine staff attend (\$1,575) would require closing the landfill, while sending six staff without closure would cost \$1,050.
- Recommendation: Participation aligns with Council's strategic priority of developing a Truth and Reconciliation policy and fulfilling related Calls to Action, including municipal training. The CAO recommended closing both the office and landfill to maximize participation and allow staff adequate time for reflection.

#### *Discussion:*

- Council input: Several members expressed support for full staff participation, citing the strategic importance of reconciliation training. Some members suggested partial attendance without closing the landfill due to operational constraints, acknowledging that not all Public Works staff could attend because of ongoing emergency duties.
- Operational considerations: The busiest periods for landfill use were discussed, noting that Friday afternoons are generally quieter than mid-week. The importance of giving staff time to debrief and process the exercise before returning to work was emphasized.
- Public notification: Council noted that any closure of the office or landfill should be communicated in advance to the public to manage expectations.

#358-25 It was moved and seconded

**THAT** all available Council members and staff are approved to attend the blanket exercise workshop at a cost of \$175 per participant. Council further approves a closure of the office and the landfill on the afternoon of November 14, 2025, and directs staff to issue a public notice to inform the public in advance of the closures.

Opposition: Councillor Sundbo opposed closure of the landfill, citing operational concerns.

Motion #358-25 was **CARRIED**.

c. RTC – Invitation to Salvation Army to provide music at Christmas Open House

*CAO Presentation:*

- CAO met with representatives from the Salvation Army in Whitehorse regarding community participation in upcoming events. Representatives expressed interest in participating in Village events, particularly using the piano for performances.
- The CAO highlighted the upcoming Christmas Open House in December. The Salvation Army representatives offered to provide background piano music or a small multi-piece ensemble at no cost. The option to have a donation kettle at the event was left to Council's discretion.

*Discussion:*

- Council expressed support for the Salvation Army's participation in the Christmas Open House.

#359-25 It was moved and seconded

**THAT** Village staff coordinate with the Salvation Army to enable their involvement at the Christmas Open House in December.

Motion #359-25 was **CARRIED**.

d. RTC – Where does your recycling go?

*Policy and Communication Manager's Presentation:*

- Reviewed the October 9th notice of motion requesting information on what materials are recycled and where recycling goes after reaching the recycling center.
- Highlighted existing Village website resources: General landfill and solid waste management pages, including the Solid Waste Management Plan, public reports, and presentations on tipping fees. Facility hours, maps, and information on the Solid Waste Management Advisory Group mandate. Free Store page with brochure explaining acceptable donations. Recycling program poster explaining "What Happens to Your Recycling", including links to the Yukon Government 2024 recycling report. References to upcoming Extended Producer Responsibility (EPR) regulations and materials included under the program.
- Noted that communications about recycling and EPR may need updating as regulations come into effect and processes are clarified.
- Shared the public notice schedule for ongoing community communications; suggested adding recurring updates about recycling and EPR once details stabilize.

*Discussion:*

- Council agreed the information sufficiently addresses citizen inquiries about recycling.

- Noted the need to update information as EPR program details are finalized, once contracts with communities and producers are fully executed.
- Suggested waiting a month or two after EPR implementation (Nov. 1) to allow processes to settle before issuing updated public communications.
- Confirmed posting information on the website is feasible and can be scheduled appropriately.

#360-25 It was moved and seconded

**THAT** Council receive and file the Policy and Communication Manager's report on recycling and related communications.

Motion #360-25 was **CARRIED**.

e. RTC – Geothermal resources

*CAO Presentation:*

- Geothermal background: Geothermal potential in the community has been discussed for 20–30 years. Well 5, drilled to 320 meters, produces water at 17–18°C, making it a candidate for heat exchange systems. Historical and recent studies, including a 2024 Yukon Government report, explored aquifer locations and temperatures; deeper aquifers (approx. 900 m) could reach 70°C.
- Technical and Operational Considerations: Using potable water for geothermal has inherent risks; deeper wells are safer but significantly more expensive (~\$5 million per test well). Cost of trenching limits geothermal district heating to nearby buildings (e.g., convention center, arena, Healthy Living Center, school). Geothermal could substantially reduce operational heating costs, particularly for the pool in the Healthy Living Center, which is the largest operational expense.
- Next steps: CAO requested a two-page technical memorandum focused on (quote provided was \$8,000): Geothermal feasibility for district heating, not just for one facility; potential to supply heat to nearby buildings (e.g., Convention Centre, Arena, Healthy Living Centre, School); and consideration of trenching cost limitations due to distance.
  - The memo would serve as a foundation for seeking further funding for exploratory drilling and next-phase geothermal studies.

#361-25 It was moved and seconded

**THAT** Council extend this meeting past 9:00 pm.

Motion #361-25 was **CARRIED**.

*Discussion:*

- Councillor suggested that, as partners with CAFN, the Village should pause Action until CAFN is updated and included early in the geothermal exploration process.
- Councillor questioned whether previous geothermal reports had been reviewed. Asked why the Council of the day did not pursue geothermal development following the

discovery of the warm aquifer from Well 5, which generated significant excitement at the time.

- CAO responded that he was unable to confirm why the project was not pursued historically, as documentation on that decision has not been found. CAO explained in greater detail that, based on available reports (both historical and recent), the main challenge has been handling the water after extracting heat.
- CAO outlined several options for managing post-extraction water:
  - First, using existing artesian flow from Well 5: Extract heat using a heat exchanger and heat pump, then return the water to the same system (Closed loop system). Removing only 3–4°C from the water would likely prevent freezing in winter conditions. Taking more heat could cause issues depending on flow rate and system design.
  - Second, discharge option: Extract the heat, then pipe and release the cooled water into the river. Raises environmental and contamination concerns, as heat exchangers can fail or leak. Monitoring and mitigation systems are available but are very costly.
  - Third, Capillary closed-loop network: A subsurface piping system circulating the same fluid through thin, widely spread pipes to absorb ground heat. Uses directional drilling and emerging technology. Installation costs are very high, and the technology is still in early stages of development.
- It was noted that previous proponents exploring hydrogen or power generation used closed-loop systems, implying technological advancements may now allow safer or more efficient geothermal setups.
- It was asked if there is information on limiting factors, such as the distance water must travel in a geothermal system. Noted that there would be diminishing returns the farther the heated water needs to move.
  - CAO confirmed that distance and trenching costs are major limiting factors. Shared results from temperature readings: measurements were taken at both the wellhead and the water treatment plant during a prior building analysis; and temperature loss along the 8-inch main between those points was minimal.
  - Explained that line loss is not the main issue; rather, cost of trenching over longer distances is the primary constraint. The farther the geothermal water must travel, the less economically viable the project becomes.
- It was pointed out that trenching through recently buried water and sewer lines, especially under roads, would add significant complexity and cost.
- CAO emphasized that the upcoming technical memo would evaluate the latest geothermal technologies and methods, recent geological data, including the 2024 Yukon Geological Survey report, and feasible pathways forward, realistic enough to support funding applications for further geothermal exploration.
- Will the geothermal feasibility work be included under the CDF funding already received, since it relates to assessing project feasibility?
  - CAO agreed there is potential overlap with CDF funding and noted CAFN is also exploring geothermal energy within its energy portfolio. CAO suggested looping CAFN into the process while still moving forward with a short two-page

feasibility report to maintain project momentum. Emphasized that early integration of geothermal considerations is critical to the building's design, and gathering information now would support collaboration once CAFN is ready to engage.

- Does Council need to wait for CAFN support prior to submitting funding request?
  - CAO noted that funding can be applied for prior to support.
- The two-page report costs \$8,000?
  - Yes, it costs \$4,000 per page. The goal is to produce a concise two-page summary report for funding agencies, supported by detailed background analysis and a longer technical report for Council.
- Can the two-page report be part of the CDF funding?
  - Yes.
- It was noted that the funding request focuses on the pool and questioned whether the Village needs to wait for CAFN's internal energy decisions before proceeding.
  - CAO explained that geothermal aquifers lie within CAFN traditional territory, requiring consultation and partnership before any use. CAFN is still determining its approach to geothermal development, whether independently or in partnership with the Village.
- Concern raised that if CAFN declines, the Village could lose \$8,000 invested in the study.
  - Acknowledged that risk but emphasized the importance of engaging CAFN early to explore partnership opportunities.
- Suggested proposing the two-page feasibility study using CDF funds, clarifying it would not bind CAFN to participation.
  - Early communication ensures CAFN is informed and not surprised later in the process.
- Council noted that Well 5 already produces water around 20°C, which could serve as a viable geothermal heat source. However, since it is also the community's main drinking water supply, using it for heating may not be practical. It was suggested that the Village might need to drill a separate well for potable water, allowing Well 5 to be dedicated to geothermal use. There is uncertainty, though, about whether new wells would successfully reach hotter water, making the option both promising and risky.
- CAO noted that Well 5's water temperature is ideal for the community's water system, since it's naturally warm enough to prevent freezing in the pipes without extra heating. In contrast, other communities like Carmacks must use diesel generators to keep their water systems from freezing. The consistent temperature of Well 5's water helps maintain system reliability if water flow is sustained. However, if the community could locate water at around 50°C, it would serve as an excellent geothermal heating source for buildings.
- **Action:** The option of joint funding for geothermal energy exploration to be discussed at the next Joint Council meeting.

#362-25 It was moved and seconded

**THAT** Village staff reach out to Champagne and Aishihik First Nation administration to discuss the Geothermal Technical Memo.

Motion #362-25 was **CARRIED**.

f. Scheduling

- i. Committee of the Whole – Community Identity Workshop, October 27, 2025, 5:30 pm
- ii. Committee of the Whole – Level of Service

*Note:*

- Both meetings to occur on October 27, 2025.

**11. Bylaws – Reports, Readings and Adoption**

- a. Bylaw #423-25 – Supplemental Provisional Operating and Capital Budget Bylaw – for first reading

#363-25 It was moved and seconded

**THAT** bylaw 423-25 2025 Annual Operating Capital Projects Budget Bylaw is read for the first time on the 23rd day of October 2025.

Motion #363-25 was **CARRIED**.

**12. Correspondence**

- a. Haines Junction Health Centre Newsletter October 2025

#364-25 It was moved and seconded

**THAT** the Haines Junction Health Centre Newsletter of October 2025 be received and filed.

Motion #364-25 was **CARRIED**.

- b. Letter from Halton Region – Public Safety Requirements to Protect our Communities

#365-25 It was moved and seconded

**THAT** the letter from Halton Region – Public Safety Requirements to Protect our Communities be received and filed.

Motion #365-25 was **CARRIED**.

- c. Notice of Publication – Report on Policy Options related to the Topic of Ageism Targeting Older Canadians

#366-25 It was moved and seconded

**THAT** the report on Policy Options related to the Topic of Ageism Targeting Older Canadians be received and filed.

Action: It was suggested that Patty Moore be made aware of this report.

Motion #366-25 was **CARRIED**.

### 13. Council Reports and Notice of Motions

#### Councillor Busche

- No report was provided.

#### Councillor Mackinnon

- She had residents express safety concern regarding speed limits near the school and on certain residential streets.

#### Councillor McPhie

- No report was provided.

#### Councillor Sundbo

- If KMBF is looking for tenting space for future events, he wanted members to keep in mind that there will be demolition of the Shakwak pool which may compromise space available and pose safety concerns. Construction is expected in the building of the new Health Living Centre. He added that he would support RV parking and tenting at the Dezadeash day use area.

#### Mayor Strand

- Discussed correspondence with Chief Joe regarding Champagne and Aishihik's "all candidates" meeting on Tuesday, October 28th from 6 p.m. to 9 p.m. at the Da Ku Cultural Centre. Chief Joe asked about discussing potential questions and confirmed she had received the Village's letter and was pleased with it.
- Mayor Strand discussed taking the Council's topics for discussion and moving them into questions to be submitted formally to CAFN. Suggested that she could search out questions if Council is keen.
- Noted that one response of acknowledgment was received from the region's MLA from the Council's letter.
  - **Action:** Village staff to follow-up to request a more complete response from the MLA.
- Mayor Strand will contact Council after receiving information from moderator Rose Kushniruk regarding the process for submitting questions, including potential questions based on the election readiness letter and related materials.
  - **Action:** Diane to email Council with details of the question submission process and proposed questions once confirmed.
- Mayor Strand asked that Council review the list of priorities before making motions.

#367-25 It was moved and seconded

**THAT** the Village staff investigate opportunities for RV and tent camping, both on the Convention Centre site and off, given that we will potentially be demolishing and constructing on this site in the future and to bring the report to Council when it is expedient.

Motion #367-25 was **CARRIED**.

#368-25 It was moved and seconded

**THAT** the Village prepare a Report to Council on the speed limit of residential streets within the Village of Haines Junction.

Motion #368-25 was **CARRIED**.

#### **14. Questions from the Public**

There were no questions from the public.

#### **15. Motion to Close Meeting to the Public**

#369-25 It was moved and seconded

**THAT** the meeting be closed to the public at 9:35 p.m.

Motion #369-25 was **CARRIED**.

#### **Motion to Reopen Meeting to the Public**

#370-25 It was moved and seconded

**THAT** the meeting be reopened to the public at 10:00 p.m.

Motion #370-25 was **CARRIED**.

#### **16. Adjournment**

#371-25 It was moved and seconded

**THAT** the meeting be adjourned.

Motion #371-25 was **CARRIED**

Meeting adjourned at 10:01 p.m.



Mayor Diane Strand



CAO David Fairbank



**Village of Haines Junction  
Committee of the Whole Meeting Minutes  
October 27, 2025**

**Present:**

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

**Absent:**

CAO Fairbank, Public Works Manager Tracey, Policy/Communications Manager and Recorder Ogden

**Call to Order**

The meeting was called to order at 5:30pm

**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

**Adoption of Agenda**

#372-25 It was moved and seconded

**THAT** the agenda be adopted as amended.

- Add in-camera (personnel)

Motion #372-25 was **CARRIED**.

**Declaration of Pecuniary Interest**

**Old Business**

**Community Identity Workshop**

*Introduction:*

- A draft RFP was brought to Council for review to hire a facilitator to assist with planning a Community Identity Workshop, one of Council's near-term priorities in its 2025-2028 Strategic Plan. Council wanted to spend more time with the RFP to focus the scope and background.
- In focusing the scope of work, Council may want to consider
  - What outcomes Council would like from this public engagement?
  - What decisions would this workshop support? Will there be a new plan, a new policy, or a new investment?
  - Golden rule of public engagement is to be prepared to implement some of the feedback that is being sought.
  - The facilitator will be able to help design a workshop with the end in mind.

- Consider what the overarching theme is that ties together the various components that Council has identified e.g. a vision of what community we want to be. This could be important context for the scheduled OCP five-year review in 2026.
- If a preliminary conversation around the OCP is desired, this workshop could identify what additional engagement is needed to support the review.
- Other thoughts:
  - How could some of the lessons gleaned from Doug Griffith's presentation on "13 ways to kill your community" at the recent AYC meeting be introduced?
  - Deciding what to do with the muffin could be a polarizing conversation.
  - Instead of revising the logo at the workshop, the workshop could identify some key themes around the identity of the community that a designer could work with.
- Feedback that is sought should correlate with Council's strategic plan
- Draft RFP was quite prescriptive – may have a better result if work collaboratively with the contractor vs. being too prescriptive.

*Discussion:*

- That the workshop be structured as a precursor to OCP discussions and can help frame future engagements the upcoming OCP review, was supported unanimously.
- Focus:
  - E.g. What is the vision of the community – what type of community we want to be
  - E.g. How we want to present ourselves to visitors
  - E.g. Discuss ways to bring our community together
  - E.g. Develop a plan to build community pride
- Get to know your neighbour – bring community together 3 times per year
- Muffin – polarizing conversation, may not be the best topic for community engagement. May be best for Council to make this decision themselves. It was noted that it is losing its structural integrity (rotting wood).
- Logo design or new signage – this very detailed conversation for a community engagement – perhaps pull-out key concepts from discussion that could be provided to a designer to develop concepts.
- Create opportunities for people to provide input throughout the year, not just at one event
- If going to be building greater awareness of CAFN history and culture, would need to talk about this with CAFN. Does this naturally come out of discussions on the above topics?
- Partnering with CAFN on workshop will make it more inviting for community members to attend this event.
- How to encourage people in the community to participate? Reciprocity – when ask something of somebody, give something as well. Provide food. Make it easy to engage – clear questions, respect time limitations.
- Action item: Add to December 9 Joint Council Meeting Agenda.
- Action item: Explore ways to collaborate with CAFN on community events (dinners, candidates forum, etc.).
- Action item: Invite Chamber of Commerce to share results of recent survey with planning team
- Action item: Invite Lions, Seniors, to attend/sit on planning team.
- Action item: Invite major employers (CAFN, Parks, YG, RCMP, school, youth) to provide input.

- Action item: Multiple events to spark multiple conversations - separate youth engagement event e.g. similar to Housing Needs Assessment engagement approach where a number of shorter sessions were held with different groups, and a final wrap-up/active visioning session. Also had online survey. Sessions held over the course of a week.
- Action item: Survey visitors next summer to learn how they see the community (summer student job, commission the Chamber to do this survey?).
- Action item: Report back – show how comments/input was captured.
- Action item: Bouncy castle will bring out youth. Provide pizza/pop for youth. Do a draw.
- Longer term engagement – ask contractor to make recommendations on next steps for public engagement that is needed to support the OCP review, including research needs (e.g. where commissioning new knowledge would be of value to inform decision-making).
- Action item: Need budget item for OCP review in 2026 budget.
- Action item: Revise RFP for November 13 Regular Council Meeting.

### Level of Service Assessment – Drinking Water

#### *Introduction:*

- This draft framework, a form of structured decision-making, was first presented to Council on July 30, 2025.
- The first step is to inventory the services provided by the municipality. We identified 74 services and grouped these into 10 service areas.
- The next step is to identify the current level of service that we provide, and whether there are any drivers for reviewing the level of service e.g. complaints, regulatory changes, strategic or political objectives, affordability, etc.
- If there is a gap between the level of service we want to provide, and the level of service we are currently providing, this is called a performance gap.
- If there is a need to replace an aging asset, maintain an asset, purchase new assets to maintain a level of service, or increase HR capacity to maintain a level of service, this is called a performance gap.
- When either a performance or sustainability gap is identified, an action plan is developed to assess personnel, O&M and capital costs, and the relative priority to address the gap.
- The final step is to develop a performance plan. This is where service level commitments are summarized in an annual report that also describes, using indicators and targets, how we are doing in meeting those commitments.
- The purpose of the conversation today is to work through the Drinking Water service area and then debrief on how that went.

#### *Discussion:*

- Action item: Describe the specific areas where piped water distribution is provided in the community (instead of describing as zoning dependent with exceptions because of the cost of developing an area for water and sewer).
- Action item: Consider whether a property has piped water distribution when setting property tax rates.

- Action item: Distinguish between drinking water advisories (cautionary) and boil water advisories (we know the system has been compromised) in the performance plan. Note that by having advisories, we are compliant with regulatory requirements.
- Action item: Treatment - Explain why we have a higher level of service than is recommended for drinking water treatment (e.g. we produce better water quality than is required by regulations). Example – a max of 10 mg/L of arsenic is allowed, and our system results in 0 mg/L. Other communities blend water treated for arsenic with water not treated for arsenic while we treat all our water for arsenic. To retrofit our system to blend water would be expensive. There isn't a lot of money to be saved here by lowering the service level.
- Action item: Supply – Change sustainability gap to yes because YG has been working for several years to replace well 1. This may move us to a level 5 service level (to be determined). In the report, include a map of well and pumphouse locations and consider renaming. Note system is expanding (new residential subdivisions, potential geothermal applications) that will place increasing demands on supply
- Action item: Piped distribution – Level 3 is piped water distribution is available to all urban residential and some commercial. There are some exceptions to this. Change description to an area-based description. Also if you do not have piped water, you will not see yourself as a level 3, you will be a Level 1- no water service is provided. Consider splitting this into piped distribution – urban residential and piped distribution non-urban residential. Note system is expanding.
- Action item: Bulk water sales – Currently demand doesn't exceed supply, so we have no restrictions on use of bulk water, and our treated bulk water can be used for potable and non-potable uses. Pricing structures and use restrictions could be considered if/when demand exceeds supply.
- Action item: Action plan – How best to reflect personnel requirements? A sustainability gap exists when there is no redundancy (e.g. only one trained water operator). Add sustainability gap (supply) to action plan to reflect work to drill a new well.
- Debrief: Council was happy with the exercise, and didn't request any changes to the approach.
- Action item: Schedule another Level of Service Committee of the Whole meeting. Bring two service areas to the next meeting (easier ones).

## Adjournment

#373-25 It was moved and seconded

**THAT** the meeting be adjourned at 7:58

Motion #373-25 was **CARRIED**

Meeting adjourned at 7:58 pm.

  
Mayor Diane Strand

  
CAO David Fairbank