



THE CITY OF DAWSON

AGENDA - COUNCIL MEETING #C21-25 WEDNESDAY, December 8, 2021 at 7:00 p.m. Council Chambers, City of Dawson Office

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

- a) Council Meeting Agenda #C21-25

3. DELEGATIONS & GUESTS

- a) Danny Dowhal RE: Dawson City Media Cooperative
- b) Travis Weber, Parks Canada RE: Billy Biggs Municipal Historic Site Designation

4. BUSINESS ARISING FROM DELEGATIONS & GUESTS

- a) Danny Dowhal RE: Dawson City Media Cooperative
- b) Travis Weber, Parks Canada RE: Billy Biggs Municipal Historic Site Designation

5. ADOPTION OF THE MINUTES

- a) Special Council Meeting Minutes C21-24 of November 24, 2021

6. BUSINESS ARISING FROM MINUTES

- a) Special Council Meeting Minutes C21-24 of November 24, 2021

7. FINANCIAL AND BUDGET REPORTS

- a) 2022 Provisional Budget

8. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) Request for Decision: Heritage Advisory Committee Member Appointment
- b) Request for Decision: 2022 Council Meeting Dates
- c) Request for Decision: 2022 Deputy Mayor Appointments
- d) Request for Decision: Klondike Visitor Association, Association of Yukon Communities, Appointments
- e) Request for Decision: Recreation Board and Community Grants Committee Appointments
- f) Request for Decision: Volunteer Vouchers
- g) Request for Decision: Dome Road Master Plan
- h) Request for Decision: Klondike Development Organization Appointment

9. BYLAWS & POLICIES

- a) Billy Biggs Municipal Historic Site Bylaw (2021-08)- Third Reading
- b) Official Community Plan Amendment No. 4 (2021-14)- First Reading
- c) Zoning Bylaw Amendment No. 14 Bylaw (2021-15)-First Reading

10. CORRESPONDENCE

11. PUBLIC QUESTIONS

12. IN CAMERA

13. ADJOURNMENT

MINUTES OF SPECIAL COUNCIL MEETING C21-24 of the Council of the City of Dawson held on Wednesday, November 24, 2021 at 7:00 p.m. City of Dawson Council Chambers

PRESENT:	Mayor	William Kendrick
	Councillor	Elizabeth Archbold
	Councillor	Alexander Somerville
	Councillor	Patrik Pikálek
	Councillor	Brennan Lister

REGRETS:

ALSO PRESENT:	A/CAO	Paul Robitaille
	EA	Elizabeth Grenon
	PWM	Jonathan Howe
	CFO	Kim McMynn
	CDO	Stephanie Pawluk

Agenda Item: Call to Order

The Chair, Mayor Kendrick called council meeting C21-24 to order at 7:00 p.m.

Agenda Item: Agenda

C21-24-01 Moved by Mayor Kendrick, seconded by Councillor Pikálek that Council accepts the Better Building Program Information and discussion as a time sensitive item pursuant to bylaw #11-12 being the Council Proceedings Bylaw; and adds this item to the agenda.
Motion Carried 5-0

C21-24-02 Moved by Mayor Kendrick, seconded by Councillor Archbold that the agenda for Council meeting C21-24 of November 24, 2021 be adopted as amended.
Motion Carried 5-0

Agenda Item: Delegations & Guests

a) Derrick Hastings RE: Waste Diversion

Derrick Hastings:

- Would like to see more emphasis on Hazardous Waste Day. There was only one day in 2021. More days would be a good idea.
- Has been operating his curbside recycling pick-up for the last 6-7 years. Pickup was every two weeks.
- Wants to know how serious Council is on waste management. Will it be worth his time to carry on the recycling pickup because he will continue until there is an established facility and then maybe the City can take over. Needs to know if he can continue with the same arrangement as he had with Conservation Klondike Society (CKS), i.e. drop-off unsorted material and staff can sort it.
- Speaking on behalf of CKS regarding collection of commercial businesses and government buildings recycling, can they bring unsorted material to the new sorting facility?
- Relationship between CKS and the City has broken down over time.
- CKS location downtown was not safe during COVID.
- Moving forward the City should examine its relationship with CKS. One thing that irked him as president of CKS watching over the years the relationship between the City and CKS, was power getting run out to the landfill, study done by Morrison Hershfield, multiple consultants paid, and now new Project Manager for the Diversion Centre. Approximately \$500,000 spent on consultants from outside of the community to discuss waste management. Could have saved this money if the City just talked to CKS and gave them the needed equipment at the time.

Ricardo Ramirez:

- Important for Council to acknowledge what CKS has done for the town.

Agenda Item: Minutes

- a) Special Council Meeting Minutes C21-22 of October 13, 2021

C21-24-03 Moved by Mayor Kendrick, seconded by Councillor Pikálek that the minutes of Special Council Meeting C21-22 of October 13, 2021 be approved as presented.
Motion Carried 5-0

- b) Special Council Meeting Minutes C21-23 of November 2, 2021

C21-24-04 Moved by Councillor Somerville, seconded by Mayor Kendrick that the minutes of Special Council Meeting C21-23 of November 2, 2021 be approved as amended.
Motion Carried 5-0

- Resolution #C21-23-09- Change the votes from 4-0 to 5-0

Agenda Item: Financial and Budget Reports

- a) Accounts payable Report 21-19 Cheques #56867-56914

C21-24-05 Moved by Councillor Somerville, seconded by Councillor Pikálek that Council acknowledges receipt of the Accounts Payable Report #21-19 RE: Cheques #56867–56914; provided for informational purposes.
Motion Carried 5-0

Cheque #	Vendor Name	Further Information
56895	Maximillion's	Why is it non capital equipment?- wasn't a piece of equipment like vehicle, office furniture, etc.
56901	Patrik Pikálek-DC Notary Public	?- Notarizing of City documents. Was done before being elected.

- b) Accounts Payables 21-20- Cheques #56915-56991

C21-24-06 Moved by Mayor Kendrick, seconded by Councillor Somerville that Council acknowledges receipt of the Accounts Payable Report #21-20 RE: Cheques #56915–56991; provided for informational purposes.
Motion Carried 5-0

- c) Accounts Payables 21-21- Cheques #56992-57033 & EFT's

C21-24-07 Moved by Councillor Pikálek, seconded by Councillor Archbold that Council acknowledges receipt of the Accounts Payable Report #21-21 RE: Cheques #56992–57033 & EFT's; provided for informational purposes.
Motion Carried 5-0

- d) Accounts Payables 21-22-Cheques #57034-57078

C21-24-08 Moved by Mayor Kendrick, seconded by Councillor Archbold that Council acknowledges receipt of the Accounts Payable Report #21-22 RE: Cheques #57034–57078; provided for informational purposes.
Motion Carried 5-0

e) Visa Statements May-June

- C21-24-09** Moved by Councillor Pikálek, seconded by Councillor Somerville that Council acknowledges receipt of the Visa Statements July 28-August 27, 2021; provided for informational purposes.
Motion Carried 5-0

f) Third Quarter Variance Report

- C21-24-10** Moved by Mayor Kendrick, seconded by Councillor Pikálek that Council acknowledges receipt of the Third Quarter Variance Report; provided for informational purposes.
Motion Carried 5-0

Agenda Item: Special Meeting, Committee and Departmental Reports

a) Request for Decision: Heritage Advisory Committee Member (HAC) Appointment

Moved by Councillor Somerville, seconded by Councillor Pikálek that Council appoint Stephen Johnson to the Heritage Advisory Committee with a term ending September 30, 2022.

- C21-24-11** Moved by Councillor Somerville, seconded by Councillor Lister that Council postpone the HAC member appointment decision until Council reviews the HAC Meeting minutes.
Motion Carried 4-0

- Council wanted to see the HAC minutes pertaining to the HAC recommendation on the new member. Council wanted to know how HAC evaluated each candidate and how they came to their recommendation.

Mayor Kendrick declared a conflict of interest regarding the License of Occupation for Lot 3 or 4, Block G, Government Reserve at 7:49 p.m.

b) Request for Decision: Consolidation Application (#21-105) Lots 3,4,5,6 & 7, Block LD, Ladue Estate

- C21-24-12** Moved by Mayor Kendrick, seconded by Councillor Somerville that Council approve Consolidation Application #21-105 on the following conditions:
- 1) The applicant successfully passes a Zoning Bylaw amendment to rezone Lot 3 to from R1 to R2 in order to undergo consolidation, in line with the other four lots and to accommodate multi-unit residential as a new use, given that this is the intended direction of development.
 - 2) The applicant submits a Stormwater Management Plan to the satisfaction of the CDO and Public Works Manager.
 - 3) The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 4) The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
- Motion Carried 5-0

- Council asked if administration had received an update from Yukon Housing regarding this lot. If not, then Council requested that administration contact them.

Mayor Kendrick left the meeting due to conflict of interest at 7:55 p.m.

c) Request for Decision: License of Occupation- Lot 4, Block G, Government Addition

- C21-24-13** Moved by Councillor Pikálek, seconded by Councillor Archbold that Council direct Administration to draft a one-year License of Occupation (LOO) with the applicant for the east half portion of the road right of way adjacent to the south 25 ft of Lot 4, Block G, Government Addition, for the purpose of addressing the applicant's time sensitive, temporary septic tank replacement with the following condition placed on the LOO: "upon expiry of the License of Occupation the applicant will remove the septic tank from and remediate any contamination on the City property".
Motion Carried 3-1

Mayor Kendrick returned to the meeting at 8:15 p.m.

d) Request for Decision: Emergency Purchase of Skid Steer

- C21-24-14** Moved by Mayor Kendrick, seconded by Councillor Somerville that Council moves to Committee of the Whole for the purposes of asking staff questions regarding the Emergency Purchase of a Skid Steer.
Motion Carried 5-0
- C21-24-15** Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole revert to an open session of Council to proceed with the agenda.
Motion Carried 5-0
- C21-24-16** Moved by Councillor Somerville, seconded by Councillor Pikálek that Council approve a budget amendment for \$61,802 from the Admin/Capital Contingency reserve and approve the emergency purchase of a Skid Steer loader/forklift for the interim and permanent diversion centre as per the provided quote.
Motion Carried 5-0

e) Request for Direction: Capital Expenditure- Hydrovac Truck

- C21-24-17** Moved by Mayor Kendrick, seconded by Councillor Pikálek that Council proceeds with the budgeted purchase of a Hydrovac truck based on the budget re-allocation and the attached quotes.
Motion Carried 5-0
- C21-24-18** Moved by Mayor Kendrick, seconded by Councillor Archbold that Council move the time sensitive item to In Camera at the end of the meeting.
Motion Carried 5-0

Agenda Item: Bylaws and Policies

a) Harrington's Store Municipal Historic Site Bylaw (2021-07)- Third Reading

- C21-24-19** Moved by Mayor Kendrick, seconded by Councillor Somerville that Council moves to Committee of the Whole for the purposes of asking staff questions regarding the Harrington's Store Municipal Historic Site Bylaw #2021-07.
Motion Carried 5-0
- Council wanted to know why Parks Canada chose Harrington's Store and Billy Biggs as the two properties for designation as Municipal Historic Sites.

C21-24-20 Moved by Councillor Somerville, seconded by Mayor Kendrick that Committee of the Whole revert to an open session of Council to proceed with the agenda.
Motion Carried 5-0

C21-24-21 Moved by Councillor Lister, seconded by Mayor Kendrick that Council give Bylaw #2021-07, being the Harrington's Store Municipal Historic Site Bylaw, third and final reading.
Motion Carried 5-0

b) Billy Biggs Municipal Historic Site Bylaw (2021-08)- Third Reading

Moved by Councillor Archbold, seconded by Mayor Kendrick that Council give Bylaw #2021-08, being the Billy Biggs Municipal Historic Bylaw, third and final reading.

C21-24-22 Moved by Mayor Kendrick, seconded by Councillor Somerville that Council postpone the Billy Biggs Municipal Historic Site Bylaw (third reading) decision to a Committee of the Whole meeting.
Motion Carried 5-0

c) Zoning Bylaw Amendment No. 13 Bylaw (2021-12)-Third Reading

C21-24-23 Moved by Mayor Kendrick, seconded by Councillor Somerville that Council give Bylaw #2021-12, being Zoning Bylaw Amendment No. 13, third and final reading.
Motion Carried 5-0

Agenda Item: Correspondence

C21-24-24 Moved by Mayor Kendrick, seconded by Councillor Pikálek that Council acknowledges receipt of correspondence from:

- a) Stephanie Newsome, Yukon News Publisher RE: Letter of Support Request
- b) John Phelps, Chair, Yukon Police Council RE: Annual Report 2020-21
- c) Minister Clarke RE: Extended Producer Responsibility in the Yukon
- d) Ann Leckie, Chair, Yukon Heritage Resources Board RE: Annual Report 2020-21
- e) Minister Streicker RE: Notification of Clean Energy Act Engagement
- f) Shena Shaw, Casino Mining Corporation RE: Election Congratulations
- g) RCMP RE: Monthly Policing report-September
- h) Pat & Dianne Brooks RE: Goldrush Campground
- i) Minister Streicker RE: Sunnydale Slide
- j) Trevor Ellis, Mayor of the Village of Mayo, RE: Election Congratulations
- k) Laura Cabott, Mayor of the City of Whitehorse, RE: Election Congratulations; provided for informational purposes.

Motion Carried 5-0

Agenda Item: Public Questions

C21-24-25 Moved by Mayor Kendrick, seconded by Councillor Somerville that Council moves to Committee of the Whole for the purposes of hearing public questions.
Motion Carried 5-0

Dan Davidson: In the Goldrush Campground letter, the Brooks' state that "the Yukon Government gave the land to the city for the use of a campground, in response to the city's request to help create a

business that would generate revenue within the community.” Does the City have record of this in the archives? Is that statement confirmable?

Council: We don't know if there is a record on this and we don't know of any caveats on the land. At one time in the past, Block Q was referred to as the “City parking lot” and comment was made on how nice it was to see it being used, at that time, as a campground for tourists.

Agenda Item: In Camera

- C21-24-26** Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the *Municipal Act*, for the purposes of discussing a labour related matter.
Motion Carried 5-0
- C21-24-27** Moved by Mayor Kendrick, seconded by Councillor Pikálek that that Committee of the Whole revert to an open session of Council to proceed with the agenda.
Motion Carried 5-0
- C21-24-28** Moved by Mayor Kendrick, seconded by Councillor Somerville that Council meeting C21-24 be extended not to exceed an hour.
Motion Carried 5-0
- C21-24-29** Moved by Councillor Somerville, seconded by Mayor Kendrick that Council move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the *Municipal Act*, for the purposes of discussing a labour related matter.
Motion Carried 5-0
- C21-24-30** Moved by Mayor Kendrick, seconded by Councillor Somerville that that Committee of the Whole revert to an open session of Council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: Adjourn

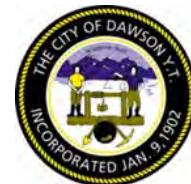
- C21-24-31** Moved by Mayor Kendrick, seconded by Councillor Somerville that Council Meeting C21-24 be adjourned at 10:15 p.m. with the next regular meeting of Council being December 8, 2021.
Motion Carried 5-0

THE MINUTES OF COUNCIL MEETING C21-24 WERE APPROVED BY COUNCIL RESOLUTION #C21-25-02 AT COUNCIL MEETING C21-25 OF DECEMBER 8, 2021.

William Kendrick, Mayor

Paul Robitaille, A/CAO

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

AGENDA ITEM:	2022 Provisional Budget	
PREPARED BY:	K McMyynn	ATTACHMENTS: <ul style="list-style-type: none">Provisional Budget
DATE:	December 24, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: Section 237- Yukon Municipal Act		

RECOMMENDATION

That Council approve the 2022 provisional budget.

ISSUE / PURPOSE

As required by Sec 237 of the Yukon Municipal Act, council is required to pass a provisional operating budget prior to December 31.

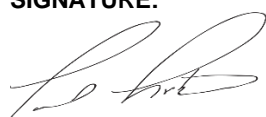
BACKGROUND SUMMARY

Each year a provisional budget is passed in December to allow continued operation in the new year.

ANALYSIS / DISCUSSION

Provisional budgets are generally prepared on the operation budget of the previous year with adjustments made for known changes. More detailed analysis and decision for 2022 as well as capital expenditures will be in the 2022 Budget Bylaw.

APPROVAL

NAME:	Paul Robitaille	SIGNATURE: 
DATE:	December 3, 2021	

Provisional Budget 2022

GENERAL MUNICIPAL	2019 Budget	2019 Actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
GENERAL MUNICIPAL REVENUES							
REVENUES: GENERAL TAXATION							
Property Taxes - Residential	1,013,398	926,651	1,047,535	1,088,265	1,126,000	1,120,368	1,153,979
Property Taxes - Non-Residential	1,071,502	1,153,888	1,067,392	1,122,570	1,128,000	1,122,626	1,156,305
TOTAL GENERAL TAXATION REVENUE	2,084,900	2,080,539	2,114,927	2,210,835	2,254,000	2,242,994	2,310,284
REVENUES: GRANTS IN LIEU OF TAXES							
Federal Grants in Lieu - Residential	26,655	26,655	27,663	27,663	28,000	27,697	28,528
Territorial Grants in Lieu - Residential	11,000	10,587	10,921	10,921	10,921	14,936	15,384
Federal Grants in Lieu - Non-Residential	151,471	152,819	159,215	159,215	159,215	159,215	163,991
Territorial Grants in Lieu - Non-Residential	400,069	402,285	410,511	410,511	415,000	416,170	428,655
Tr'ondek Hwech'in Grants In Lieu	375,724	375,724	386,439	395,045	397,000	386,439	398,032
TOTAL GRANTS IN LIEU REVENUES	964,919	968,069	994,750	1,003,355	1,010,136	1,004,457	1,034,591
REVENUES: GRANTS							
Comprehensive Municipal Grant	2,278,153	2,278,153	2,387,858	2,387,843	2,512,359	2,512,359	2,600,592
Community Trust Training Grant	4,000	3,348	4,000	2,590	4,000	-	4,000
Carbon Rebate			12,612	12,612	35,275	35,275	35,275
Covid restart funding				308,420	159,957	159,957	-
TOTAL GRANT REVENUES	2,282,153	2,281,501	2,404,470	2,711,465	2,711,591	2,707,591	2,639,867
REVENUES: PENALTIES & INTEREST							
Penalties & Interest - Property Taxes	22,127	18,307	10,000	5,895	10,000	15,464	10,000
Penalties & Interest - Water & Sewer	13,787	522	5,000		3,000	4,015	3,000
Administration Fee - Tax Liens	803	668	750		500	-	500
TOTAL PENALTIES & INTEREST REVENUE	36,717	19,496	15,750	5,895	13,500	19,479	13,500
REVENUE: OTHER REVENUE							
Interest on General Account and Investments	37,000	85,310	37,000	64,746	12,500	28,506	24,000
Less Interest Transferred to Reserves	(23,000)	(78,003)	(23,000)	(59,922)	(9,900)	(27,770)	(17,500)
Bad Debt Recovery	1,000		1,000		1,000	1,032	1,000
Miscellaneous Revenue	2,200	2,577	2,200	10	10,000	16,455	5,000
WCB Choice Reward Program			-		6,000	6,000	-
Transfer in from Heritage Reserve					20,000	-	-
TOTAL OTHER REVENUE:	17,200	9,883	17,200	4,834	39,600	24,223	12,500
1 Based on letter from Property Assessment & Taxation Branch - Improvement increase of approximately 5% expected							
2 Subject to interest rate fluctuations							
REVENUE: SALE OF SERVICES							
Business Licence	39,410	38,763	30,000	40,024	35,000	29,355	35,000
Intermunicipal Business Licence	1,000	1,305	1,000	85	1,000	2,992	1,000
Certificate and Searches	1,800	1,959	1,800	1,295	1,000	1,174	1,200
Building Lease/Rental Income	27,650	50,535	25,000	59,110	51,350	47,650	56,750
Miscellaneous Income	1,500	543	1,000				
TOTAL SALE OF SERVICES REVENUE	71,360	93,104	58,800	100,514	88,350	81,171	93,950
TOTAL GENERAL MUNICIPAL REVENUE	5,457,249	5,452,592	5,605,897	6,036,898	6,117,177	6,079,915	6,104,692
EXPENDITURES: MAYOR AND COUNCIL							
Wages & Honoraria - Mayor/Council	55,792	57,428	57,000	54,267	55,000	44,196	75,000
Benefits - Mayor/Council	1,697	2,525	2,600	2,609	2,000	2,106	3,750
Employee Wages - Council Services Admin.	27,012	28,226	50,930	50,782	41,107	33,641	43,231
Employee Benefits - Council Services Admin.		4,937	10,654	8,008	10,451	5,562	6,485
Membership/Conference Fees	25,770	26,535	28,000	24,454	30,000	26,750	30,000
Training - Mayor and Council	1,500	-	1,500		5,000	-	5,000
Travel - Accomodation and Meals	8,000	10,104	9,500	323	2,500	-	5,000
Travel - Transportation	7,500	8,137	8,500		5,000	107	7,500
Advertising		397	500	1,295	now in Communications		
Hospitality	4,000	2,749	4,000	1,373	2,000	987	2,000
Supplies - Office	2,500	1,480	2,500	846	now in Administration		
Non Capital Equipment/Office Furniture	2,250	1,510	1,500	1,479	1,500	-	1,500
Photocopier Expense	500	482	500		now in Administration		
Insurance	160	107	160	107	now in Administration		
Janitorial	1,450	620	750		now in Administration		
Telephone	775	891	775	595	now in Administration		
TOTAL MAYOR AND COUNCIL EXPENSES	138,906	146,204	179,369	146,138	154,558	113,349	179,466
3 Reflects remuneration increases as per bylaw and costs of additional meetings							
4 Assumes more out of town conferences							

Provisional Budget 2022

GENERAL MUNICIPAL	2019 Budget	2019 Actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
EXPENDITURES: ELECTIONS/REFERENDUMS							
Election		2,408	-		10,000	-	-
TOTAL ELECTIONS/REFERENDUMS EXPENSES		2,408	-	-	10,000	-	-
EXPENDITURES: GRANTS/SUBSIDY							
Homeowner Senior Tax Grants	24,000	21,483	24,000	19,680	22,000	18,231	22,000
Development Incentive Grant	10,123	9,422	40,699	17,787	44,186	47,683	50,000
Heritage Grant	5,070	488	-		now in Heritage Fund below		
Water and Sewer - Senior Discount	50,700	42,672	45,000	60,030	60,000	35,878	50,000
Community Grants	30,420	24,013	40,000	26,147	30,000	12,683	30,000
Heritage Fund			20,000		20,000	-	-
Dawson Ski Hill Grants	41,067	41,073	6,067	5,631	6,000	5,631	6,000
KDO Funding			35,000	35,000	35,000	35,000	35,000
COVID-19 funding			150,000	136,860	35,000	21,250	-
Reconciliation					100,000	-	100,000
TOTAL GRANTS/SUBSIDY EXPENSES	161,380	139,150	360,766	301,135	352,186	176,356	293,000
5 No election expenses anticipated							
6 Calculation to be completed once final assessment roll received							
EXPENDITURES: ADMINISTRATION							
Wages - Administration	496,268	383,256	441,077	399,769	457,206	360,782	486,615
Benefits - Administration	104,390	54,196	87,171	112,220	91,520	57,259	72,992
Professional Fees	86,000	71,557	90,000	80,456	40,000	-	40,000
Audit	30,500	32,083	30,500	22,000	30,000	22,000	25,000
Legal	80,000	33,006	150,000	91,540	150,000	57,247	150,000
Human Resource	5,000	2,971	18,000	5,805	15,000	7,123	15,000
Membership/Conference	2,535	2,164	2,500	250	2,500	290	2,500
Training	25,000	32,883	25,000	5,376	10,000	2,173	10,000
Travel - Accommodation and Meals	8,000	5,604	7,000	718	5,000	1,014	6,000
Travel - Transportation	8,000	10,554	10,000	5,049	7,500	61	10,000
Advertising	11,000	13,295	11,000	14,120	now in Communications		
Promotional Material/Hosting Events	3,000	3,696	3,000	2,219	3,000	60	3,000
Subscriptions & Publications	1,200	2,093	2,000	3,812	3,500	-	2,000
Postage ALL DEPTS	4,600	6,305	4,600	15,114	13,500	7,505	13,500
Freight	1,600	2,278	2,000	1,555	2,000	1,272	2,000
Computer Network Charge	35,000	30,186	40,000	1,118	now in Computer Information Systems		
Supplies - Office ALL DEPTS	9,000	7,461	9,000	15,430	29,900	22,311	30,000
Non Capital Equipment	5,000	9,894	10,000	16,446	4,000	1,994	4,000
Photocopier Expense - ALL DEPTS	2,535	5,057	2,535	7,962	9,000	6,774	9,000
Building Repairs and Maintenance	118,000	77,083	40,000	6,739	40,000	29,711	40,000
Electrical	11,000	2,365	11,000	13,559	15,000	9,537	15,000
Heating	20,300	15,103	20,300	17,330	18,000	8,559	18,000
Insurance - ALL DEPTS	36,837	39,110	42,000	222,318	264,392	267,332	290,000
Janitorial - City Hall	3,077	3,557	3,077	4,774	now in Building Maintenance		
Telephone and Fax	15,210	27,723	15,210	31,092	33,000	25,979	33,000
Bank Charges	2,500	4,649	2,740	8,217	3,000	2,646	8,100
Payroll Fees	3,500	5,538	3,500	1,037	3,000	2,038	3,360
Bad Debt Expense	3,042		2,500	600	4,500	-	4,500
Contracted Services	1,521	1,960	2,000	2,658	now in Computer Information Systems		
Assessment Fees	34,476	36,224	36,700	37,559	38,500	37,932	38,500
Tax Liens/Title Searches	203	55	203			-	
Intermunicipal Business Licence			-		1,000	-	1,000
TOTAL ADMINISTRATION EXPENSES	1,168,294	921,904	1,124,613	1,146,842	1,294,018	931,598	1,333,068
7 Insurance rates expected to rise due to catastrophic events in Canada							
8 New cash management plan costs to be offset by interest on General Account being offered by bank							

Provisional Budget 2022

GENERAL MUNICIPAL	2019 Budget	2019 Actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
EXPENDITURES: OTHER PROPERTY EXPENSES							
Utility - 8th Ave Residence	3,000	2,333	3,000	2,105	-	-	
Heating - 8th Residence	3,500	2,374	3,500	3,194	-	-	
Repairs and Maintenance - 8th Residence	10,500	6,049	7,500	2,531	7,000	1,911	7,000
Utility - 6th Ave. Rental	972		2,000	1,235			
Heating - 6th Ave. Rental	2,500	2,801	2,500				
Repairs and Maintenance - 6th Ave. Rental	15,500	12,963	6,000	3,329	4,000	634	10,000
Land Lease /property taxes	4,840	225	4,840				
Land Lease	1,820	100	1,820				
TOTAL OTHER PROPERTY EXPENSES	42,632	26,845	31,160	12,394	11,000	2,545	17,000
EXPENDITURES: COMPUTER INFORMATION SYSTEMS							
Accounting System Support Plan	17,000	32,193	23,600	19,560	40,000	27,586	30,000
Network Workstation Support Plan & Updates	15,000	25,606	20,000	67,062	50,000	43,710	45,000
Network Software and Accessories	6,500	8,609	8,000	6,012	35,000	22,335	35,000
Repairs, Maintenance & Non Capital Replacement	17,000	5,259	30,000	845	25,000	252	8,000
Cost Recapture	(55,500)	(35,822)	(81,600)		No longer in use		
TOTAL COMPUTER INFORMATION SYSTEMS EXPENSES		35,844	-	93,479	150,000	93,883	118,000
9 Recovered from renter							
10 Plan to catch up on needed repairs, deferred from 2021							
11 Permafrost shift and soffit/facia repairs							
12 With new equipment, expect repair costs to drop							
EXPENDITURES: COMMUNICATIONS							
Communications - Wages			-		75,000	-	65,169
Communications - Benefits			-		12,000	-	9,775
Communications - Advertising ALL DEPTS					28,200	11,389	28,200
Supplies			-		15,000	-	15,000
Insurance Premiums	2,282		2,282			now in Administration	
Licence Fees				2,513	2,500	1,993	2,500
Contracted Services			5,000	5,995	10,000	145	10,000
Cost Recapture	(2,282)	(35,822)	(7,282)		No longer in use		
TOTAL COMMUNICATIONS EXPENSES	-	(35,822)	-	8,508	142,700	13,527	130,645
EXPENDITURES: MUNICIPAL HEALTH & SAFETY PROGRAM							
Wages - Safety	7,656		4,599	9,881	8,500	3,534	4,909
Benefits - Safety	1,610		860	830	550	522	736
TOTAL MUNICIPAL HEALTH & SAFETY EXPENSES	14,266	-	7,459	10,711	9,050	4,056	5,645
TOTAL GENERAL MUNICIPAL EXPENSES	1,525,478	1,236,533	1,703,367	1,719,207	2,123,512	1,335,315	2,076,824
TOTAL GENERAL MUNICIPALITY REVENUES:	5,457,249	5,452,592	5,605,897	6,036,898	6,117,177	6,079,915	6,104,692
TOTAL GENERAL MUNICIPALITY EXPENSES:	1,525,478	1,236,533	1,748,367	1,719,207	2,123,512	1,335,315	2,076,824
NET GENERAL MUNICIPALITY	3,931,771	4,216,059	3,857,531	4,317,691	3,993,665	4,744,600	4,027,868
13 With new staff position, expect to see an increase							

Provisional Budget 2022

CABLE	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
REVENUES - CABLE:							
Cable Television:							
Analog Basic	195,231	157,829	190,000	143,521	144,083	109,901	100,000
Digital Basic	53,774	47,152	54,000	54,566	55,575	42,641	40,000
Packages	18,289	14,448	18,000	4,441	14,000	10,226	10,000
Reconnects	1,010	1,372	1,000	1,289	1,000	1,000	-
New Installations/Reconnects	3,856	37	2,500	135	1,500	305	2,000
Fibre Optic Rental	4,111	4,070	4,200	4,440	3,400	3,330	3,400
TOTAL REVENUE - CABLE:	276,271	224,908	356,209	208,392	219,558	167,403	155,400
EXPENDITURES - CABLE:							
Wages	16,100	19,826	16,433	19,864	13,937	20,445	27,095
Benefits	3,387	1,583	2,934	3,271	3,263	3,076	4,064
Professional Fees	10,000	1,375	5,000				
Travel - Accomodation and Meals	500		500				
Travel - Transportation	50		50				
Advertising/Analog Channel Guide	2,228	3,757	2,228	3,780	7,080	5,000	7,080
Postage	3,342	1,600	3,300				
Freight	54	1,021	200				
Computer Network Charge	335	68	350				
Supplies - Office	3,000	1,504	3,000	28	2,500	1,143	2,500
Non-capital Equipment/Office Furniture	2,000	18,965	2,000	5,040	2,000	-	2,000
Photocopier Expense	729	724	750	-			
Tower/Equipment Repairs and Mtnc.	14,115	11,760	14,500	3,005	5,000	-	5,000
Electrical	11,295	12,739	12,000	12,726	14,000	10,846	13,000
Insurance	-	1,854					
Janitorial - City Hall	432	407	450				
Telephone and Fax	3,449	3,014	3,500	2,181	2,200	1,725	2,200
Contracted Services	51,364	52,888	50,000	54,745	55,000	32,380	40,000
Supplies - Operating	11	-	10,000	4,203			2,000
Cable Pole Rental/Site Lease	29,448	31,823	29,448	33,064	30,000	-	35,000
Television Stations	105,992	146,059	105,000	109,484	84,578	62,394	90,000
TOTAL EXPENDITURES - CABLE:	257,831	310,965	261,643	251,391	219,558	137,009	229,939
TOTAL CABLE REVENUES:	276,271	224,908	356,209	208,392	219,558	167,403	155,400
TOTAL CABLE EXPENSES:	257,831	310,965	261,643	251,391	219,558	137,009	229,939
NET CABLE EXPENSES	18,440	(86,057)	94,566	(42,999)	0	30,394	(74,539)

1 Expect decrease due to competition

2 Increase expected

CEMETERY	2019 Budget	2019 actual	2020 Budget	2020	2021 Budget	3rd Qtr YTD	2022 Provisional
REVENUE - CEMETERY PLOTS:							
Sale of Cemetery Plots	3,000	1,200	3,000	2,723	3,000	1,200	3,000
TOTAL CEMETERY REVENUE:	3,000	1,200	3,000	2,723	3,000	1,200	3,000
EXPENDITURES - CEMETERY PLOTS:							
Contracted Services	10,000	550	10,000		8,000	-	8,000
Landscaping	5,000		5,000		5,000	-	5,000
TOTAL CEMETERY EXPENSE:	15,000	639	15,000	-	13,000	-	13,000
TOTAL CEMETERY REVENUES:	3,000	1,200	3,000	2,723	3,000	1,200	3,000
TOTAL CEMETERY EXPENSES:	15,000	639	15,000	-	13,000	-	13,000
NET CEMETERY EXPENSES	(12,000)	561	(12,000)	2,723	(10,000)	1,200	(10,000)

Provisional Budget 2022

	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
PLANNING & DEVELOPMENT:							
REVENUES - PLANNING:							
Development Permits	25,830	23,049	16,313	21,231	30,000	29,672	30,000
Subdivision Development Fees	6,980		4,698	-	5,000	105	5,000
Land Sales				840	60,000	-	10,000
Cash in Lieu (parking)	43,000				-	43,400	-
TOTAL REVENUE - PLANNING:	75,810	23,049	21,011	22,071	95,000	73,177	45,000
EXPENDITURES - PLANNING:							
Wages - Planning	141,580	138,092	139,390	109,616	130,247	84,931	227,430
Benefits - Planning	29,781	13,478	22,079	22,525	25,279	13,442	34,114
Honoraria	-		12,000	10,400	12,000	6,277	12,000
Legal	76,000	36,444	70,000	17,501	100,000	1,047	50,000
Training	5,115	5,114	5,115	250	4,000	427	6,000
Travel - Accomodation and Meals	3,035	1,896	1,535	-	1,500	-	3,000
Travel - Transportation	3,955	1,444	2,495	-	2,500	-	4,000
Advertising	5,115	1,721	5,500	695	now in Communications		
Promotional Material/Special Events	-		-	49	now in Communications		
Subscriptions & Publications	600		500		500	-	500
Postage	220	284	220		now in Administration		
Computer Network Charge	266	350	309		now in Administration		
Supplies - Office	1,300	812	1,200	750	1,000	now in Administration	
Non Capital Equipment/Office Furniture	5,000	482	3,000	1,066	2,000	718	3,000
Photocopier Expense	500	482	447		now in Administration		
Downtown Revitalization	20,000	2,464	45,000	-	20,000	-	20,000
Contracted services	30,000	450	10,000	525	20,000	1,496	60,000
Survey and Title Costs	50,000	4,783	25,000	9,266	30,000	24,088	30,000
TOTAL EXPENDITURES - PLANNING:	372,467	208,296	343,790	172,643	349,026	132,425	450,044
TOTAL PLANNING REVENUES:	75,810	23,049	21,011	22,071	95,000	73,177	45,000
TOTAL PLANNING EXPENSES:	372,467	208,296	343,790	172,643	349,026	132,425	450,044
NET PLANNING EXPENSES	(296,657)	(185,247)	(322,779)	(150,572)	(254,026)	(59,248)	(405,044)
1 Addition of one more staff member							
1 Vacant Land Tax study							

Provisional Budget 2022

PROTECTIVE SERVICES	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
REVENUES - FIRE PROTECTION							
Fire Alarm Monitoring	23,829	14,700	23,829	20,235	13,800	9,585	12,780
Inspection Services	1,500	75	1,500		1,500	-	2,000
Fire Alarm Response	2,000		2,000	3,000	2,000	-	3,000
Miscellaneous Protective Services	2,500	2,165	2,500	465	4,000	589	6,000
CMG - Fire Suppression	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Training Facility rental	-		-		500	-	
TOTAL FIRE PROTECTION REVENUES	79,829	66,940	79,829	73,700	71,800	60,174	73,780
EXPENSES - FIRE PROTECTION							
Wages - Fire Protection	80,140	78,643	77,584	86,594	76,980	59,502	82,601
Benefits - Fire Protection	18,307	12,376	13,757	46,509	16,193	8,467	12,390
Fire Fighter Call Outs	60,000	47,160	60,000	31,065	45,000	26,530	45,000
Benefits - Fire Fighter Call Outs	23,000	4,721	18,200	6,937	5,500	18,014	20,000
Professional Fees (medical fees)	2,000	1,445	2,000	1,800	2,000	455	2,000
Membership/Conference	1,500	413	1,500	150	1,000	150	1,000
Training/Certificates	20,000	12,110	20,000	29,850	40,000	27,860	50,000
Travel - Accomodation and Meals	6,000	417	3,000	2,238	2,000	3,042	6,000
Travel - Transportation	5,000		2,500	628	1,500	211	5,000
Advertising	6,000	4,762	3,000	917	now in Communications		
Promotional Material/Special Events	5,000	5,541	5,000	(1,159)	5,000	1,124	5,000
Subscriptions & Publications	3,000	3,388	3,000		2,000	-	2,000
Postage	500	229	500	-		-	
Freight	2,000	238	2,000		2,000	958	2,000
Computer Network Charge	1,251	522	1,251		now in Administration		
Communication Charge	1,151	1,484	1,151		now in Administration		
Supplies - Office	1,000	1,207	1,000	98	now in Administration		
Non Capital Equipment	5,300	4,466	5,300	791	10,000	1,732	10,000
Photocopier Expense	550	482	550		now in Administration		
Building Repairs and Maintenance	10,000	1,234	4,000	596	4,000	2,307	4,000
Electrical	5,430	3,523	5,430	6,065	5,500	4,621	5,000
Cable TV	1,293	725	1,293	783	1,400	no longer in use	
Heating	9,309	10,759	9,309	7,427	7,500	3,853	6,500
Insurance (FF additional)	32,000	35,950		5,083	5,083	4,262	5,000
Janitorial - Fire Hall	1,034	667	1,034	153	now in Building Maintenance		
Telephone and Fax	13,446	10,365	13,446	7,587	6,500	5,444	6,500
Contracted Services	40,000	8,832	30,000	17,352	20,000	16,038	20,000
Supplies - Operating and safety	16,000	20,040	16,000	13,562	22,000	12,016	25,000
Supplies - Specialty Clothing	20,000	25,074	20,000	23,357	40,000	20	40,000
Supplies - Safety	5,100	2,226	5,100	4,935	5,000	2,162	5,000
Smoke/CO Detector Campaign	5,500	1,010	1,000	221	1,000	-	5,000
Software and Support - Fire	2,500	36	2,500		now in Computer Information Systems		
Training facility	2,000	-	2,000		5,000	-	5,000
Equipment rental	1,100	-	1,100		1,500	-	-
Vehicle Fuel	3,000	1,961	3,000	2,917	3,000	1,666	3,000
Vehicle Repairs and Maintenance	2,500	1,391	2,500	824	2,500	421	2,500
Heavy Equipment Fuel	1,000	816	1,000	765	1,000	323	1,000
Heavy Equipment Repairs and Maintenance	10,000	6,049	8,000	393	5,000	25	5,000
Equipment Lease	7,000	2,224	2,400	1,345	22,550	889	-
TOTAL FIRE PROTECTION EXPENSES	429,911	312,485	350,405	299,783	367,706	202,093	381,491
NET FIRE PROTECTION EXPENSES	(350,082)	(245,545)	(270,576)	(226,083)	(295,906)	(141,919)	(307,711)
1 Based on existing three year contracts							
2 CTTS funding for training							
3 WCB coverage to increase with additional new recruits							
4 Advanced training for long term volunteers (some of which will be out of town)/new recruits							
5 Turnout gear will be replaced on a regular rotating basis going forward							
6 Lease has ended							

Provisional Budget 2022

PROTECTIVE SERVICES	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
EMERGENCY MEASURES							
EXPENSES - EMERGENCY MEASURES:							
Benefits - EMO	3,603	262	2,934	2,860	4,275	2,000	4,000
Training/Certificates	3,000	-	3,000		4,000	-	4,000
Travel - Accomodation and Meals	500	378	500	2,777	2,000	-	2,000
Travel - Transportation	500	-	500		1,500	-	1,500
Advertising	500	265	500	238	now in Administration		
Non Capital Equipment	3,200	3,362	2,500	428	1,500	697	1,500
Insurance	1,551	1,640	1,551	-	now in Administration		
Safety Kits and Supplies	500	1,795	500	254	3,000	-	3,000
TOTAL EMERGENCY MEASURES EXPENDITURES	31,533	17,551	29,068	25,054	3,000	37	35,293
BYLAW ENFORCEMENT							
REVENUES - BYLAW ENFORCEMENT							
Bylaw Revenue	1,000	329	1,000		2,000	-	2,000
Animal Control Fees	3,000	1,065	3,000	1,435	3,000	2,330	3,000
TOTAL BYLAW ENFORCEMENT REVENUES	4,000	1,394	4,000	1,435	5,000	2,330	5,000
EXPENSES - BYLAW ENFORCEMENT:							
Wages - Bylaw	68,900	78,534	85,025	75,698	65,536	53,820	70,879
Benefits - Bylaw	15,740	9,821	18,178	20,991	13,180	5,236	8,505
Professional Fees	2,000		2,000	-	-	-	-
Membership/Conference	2,000		1,000		1,000	-	500
Training	3,000		2,000		5,000	50	5,000
Travel - Accomodation and Meals	2,000		2,000	1,794	2,000	-	3,000
Travel - Transportation	2,000		2,000		1,500	-	2,500
Advertising	1,500	397	850		now in Communications		
Promotional Material/Special Events	1,000	85	750		750	6	750
Freight	300		300		300	-	300
Signs/Supplies	1,500	86	1,500	6	3,000	3,000	3,000
Non Capital Equipment	500		500		500	126	500
Insurance	1,561	1,650	1,561		now in Administration		
Contracted Services	2,000	813	1,500	45	3,500	916	2,000
Animal Control - Humane Society	16,000	11,629	16,000	18,250	14,600	10,950	14,600
Operating Supplies/Signs/Animal control	800	129	800	54	3,000	37	3,000
Specialty Clothing	800	644	800	1,682	1,000	338	1,000
Vehicle Fuel	1,200	377	750	645	750	1,080	1,200
Vehicle Repairs and Maintenance	1,200	254	1,000	173	1,000	112	1,000
TOTAL BYLAW ENFORCEMENT EXPENDITURES:	124,001	104,421	138,514	119,338	116,616	75,671	117,734
NET BYLAW ENFORCEMENT EXPENDITURES	(120,001)	(103,027)	(134,514)	(117,903)	(111,616)	(73,341)	(112,734)
TOTAL PROTECTIVE SERVICES REVENUES:	83,829	68,334	83,829	75,135	76,800	62,504	78,780
TOTAL PROTECTIVE SERVICES EXPENSES:	585,445	434,457	517,987	444,175	487,322	277,801	534,519
NET PROTECTIVE SERVICES EXPENSES	(501,616)	(366,123)	(434,158)	(369,040)	(410,522)	(215,297)	(455,739)
7/Programming planned for 2022							
8/Out of town course planned							

Provisional Budget 2022

	PUBLIC WORKS	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
REVENUE - PUBLIC WORKS:								
WATER SERVICE REVENUE:								
	Water Utility Fee	790,422	813,744	799,300	826,416	820,000	759,991	830,000
	Water Service Call	3,042	1,550	3,085		no longer in use		
	Coin Operated Truck Fill	10,647	2,986	15,000	14,575	15,000	13,741	15,000
	Water Delivery	67,800	44,409	67,800	61,266	81,000	51,316	70,000
	Disconnect/Reconnect Water Services	12,269	30,388	14,641	8,970	10,000	4,381	5,000
TOTAL WATER SERVICE REVENUE:		884,180	893,077	899,826	911,227	926,000	829,429	920,000
SEWER SERVICE REVENUE:								
	Sewer Utility Fee	637,856	610,889	644,745	618,932	618,175	568,843	623,000
TOTAL SEWER SERVICE REVENUE:		637,856	610,889	644,745	618,932	618,175	568,843	623,000
WASTE MANAGEMENT REVENUE:								
	Waste Management Fees	229,388	214,992	232,599	244,402	242,000	234,958	257,000
	YG Funding for Waste Management	75,000	75,000	75,000	75,000	75,000	-	75,000
	Ground Water Monitoring	10,000		20,000	35,000	20,000	17,500	35,000
	Gas Tax Funding	-		-	41,044	no longer in use		
TOTAL WASTE MANAGEMENT REVENUE:		314,388	289,992	327,599	395,446	337,000	252,458	367,000
OTHER REVENUE:								
	New Installation Fee - Labour	6,500	49,405	35,660	37,330	68,000	5,734	45,000
	Sale of Gravel	2,535	179	3,060	(1,622)	3,000	1,430	1,500
	Cost Recovery Contracted Servies	9,705			45,924	15,000	18,176	-
	New Installation Fee - Sale of Inventory	35,000	34,688	35,660		35,000	3,540	35,000
	Load Capacity	20,280	28,210	24,480	37,505	25,000	6,640	20,000
	Grant - Training	15,717	2,234	5,000	5,430	5,000	5,154	5,000
TOTAL OTHER REVENUE:		99,187	124,166	158,310	124,567	151,000	40,674	106,500
TOTAL REVENUE - PUBLIC WORKS:		1,935,611	1,918,124	2,030,480	2,050,172	2,032,175	1,691,404	2,016,500
1 Change by residents for less frequent delivery								
2 Moving towards a full recovery policy								
3 Overbudgeted in past two years. Budget adjusted closer to 2020 actuals								
EXPENDITURES - PUBLIC WORKS:								
COMMON:								
	Wages - PW Common	139,542	219,432	114,592	179,438	114,197	99,659	176,298
	Benefits - PW Common	29,353	28,468	25,260	69,552	24,937	15,701	26,445
	Professional Fees	1,000	705	1,000	3,774	1,000	-	1,000
	Membership/Conference	101	985	150	-	3,000	177	3,000
	Training	12,675	20,654	15,000	9,534	10,000	3,584	10,000
	Travel - Accomodation and Meals	7,605	6,565	7,700	4,114	5,000	1,366	5,000
	Travel - Transportation	1,901	1,434	2,000	259	2,000	-	2,000
	Advertising	500	265	400	874	now in Communications		
	Promotional Material/Special Events	913	155	800	1,274	800	245	500
	Subscriptions & Publications	304		300		500	-	500
	Postage	740	229	750	32	now in Administration		
	Freight	2,028	3,364	2,000	3,247	2,500	1,273	2,000
	Computer Network Charge/Alarm Systems	2,434	993	2,500	-	now in Administration		
	Communication Charge	231		250		now in Administration		
	Supplies - Office	3,042	2,441	3,200	1,288	now in Administration		
	Non Capital Equipment	15,000	15,449	21,500	4,648	20,000	1,782	15,000
	Photocopier Expense (lease)	1,825	2,492	1,800	2,877	1,388	931	1,395
	Building Repairs and Maintenance	6,000	7,857	8,200	5,087	8,000	5,282	10,000
	Electrical	5,455	5,607	5,500	6,791	6,500	5,568	6,500
	Heating	16,731	13,952	15,000	16,659	18,000	9,915	15,000
	Insurance	2,617	3,226		39	1,388	433	now in Admin
	Janitorial - Public Works Blding	761	739		1,020	now in Building Maintenance		
	Telephone and Fax	15,514	15,028	16,000	17,579	13,000	12,517	15,000
	Contract Services - Common	3,000	7,525	3,000	11,053	6,000	1,508	5,000
	Supplies - Common Operating	7,098	7,543	7,000	15,806	5,000	7,898	10,000
	Supplies - Safety	7,098	17,344	15,000	15,572	15,000	11,740	15,000
	Vehicle Repairs and Maintenance	4,259	3,463	4,200	16,303	32,250	19,789	35,000
	Heavy Equipment Fuel	1,200	1,805		10,490	8,200	8,038	10,000
	Heavy Equipment R&M	4,000	6,042		18,318	24,500	7,589	50,000
	Mosquito Control	22,308	18,954	22,000	16,262	18,000	-	18,000
	New Installation Costs	45,630	2,408	45,630	37,853	40,000	-	-
TOTAL COMMON EXPENDITURES:		365,124	419,886	345,032	485,155	405,910	230,383	454,637

Provisional Budget 2022

	PUBLIC WORKS	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
	Benefits - PW Roads Summer	5,100	4,212	8,071	3,157	8,564	2,884	6,439
	Advertising	507	397	500		now in Communications		
	Freight	507	776	500	506	1,000	-	500
	Computer Network Charge	1,462	400	1,500		now in Administration		
	Communication Charge	231	-	250		now in Administration		
	Insurance	1,561	1,650	1,575		now in Administration		
	Contracted Services	67,228	45,583	68,000	54,290	now in Heritage Fund below		
	Supplies - Operating	507		500	181	500	526	1,000
	Chemicals	3,143	1,450	6,000	5,434	6,000	-	6,000
	Cold Mix	3,042		3,100		3,000	-	3,000
	Gravel	20,000		10,500		10,000	225	10,000
	Signs	5,070	3,312	5,100	1,425	5,000	12	5,000
	Street Lights	12,675	10,245	13,000	20,520	21,000	18,299	20,000
	Vehicle Fuel	507	406	500		now in PW Common		
	Vehicle Repairs and Maintenance	507	205	500		now in PW Common		
	Heavy Equipment Fuel	1,014	201	1,100		now in PW Common		
	Heavy Equipment Repairs and Maintenance	3,042	324	3,100		now in PW Common		
	TOTAL ROADS AND STREETS - SUMMER:	150,350	69,162	160,721	114,819	95,793	46,282	94,869
4	Repairs and maintenance catch-up planned for 2022							
5	Energy projects reducing costs							
6	More staff requiring phones (for safety)							
7	Moved to Cost Recovery Revenue line							
8	For Final reading we plan to combine Winter and Summer Roads							
	ROADS AND STREETS - WINTER:							
	Wages - PW Roads Winter	50,875	24,832	60,596	62,267	68,063	38,324	71,549
	Benefits - PW Roads Winter	10,702	3,336	13,400	11,767	14,378	4,538	10,732
	Advertising	507	397	500		now in Communications		
	Freight	507	97	500	5,034	2,500	-	2,500
	Computer Network Charge	1,462	400	1,500		now in Administration		
	Communication Charge	231		250		now in Administration		
	Insurance	1,561	1,650	1,600		now in Administration		
	Contracted Services	147,030	133,923	180,000	237,660	205,000	126,863	200,000
	Supplies	507		500	458	500	-	500
	3/8 Minus Sand Mix	15,000	11,670	15,000	42,053	15,000	-	15,000
	Winter Chemical				26,880			-
	Signs	507	682	500		500	-	500
	Street Lights	17,238	23,420	18,000	12,375	19,000	11,768	19,000
	Vehicle Fuel	1,268	395	1,300		now in PW Common		
	Vehicle Repairs and Maintenance	1,268	1,567	1,300	4,974	now in PW Common		
	Heavy Equipment Fuel	2,028	196	2,000	234	now in PW Common		
	Heavy Equipment Repairs and Maintenance	6,084	402	6,100	2,748	now in PW Common		
	TOTAL ROADS AND STREETS - WINTER	256,775	202,967	303,046	406,450	324,941	181,493	319,782
	SIDEWALKS:							
	Wages - PW Sidewalks	23,755	30,345	24,475	9,531	28,162	13,954	28,620
	Benefits - PW Sidewalks	4,997	3,069	5,498	2,036	5,983	1,532	4,293
	Freight	-		-	756			500
	Computer Network Charge	731	200	750		now in Administration		
	Insurance	784	829	800		now in Administration		
	Contracted Services	11,661	19,080	20,000	13,178	20,000	-	15,000
	Supplies - Material	17,000	21,843	22,000	15,108	20,000	19,042	20,000
	Gravel	1,268		1,200		1,200	-	-
	Vehicle Fuel	507	366	500		now in PW Common		
	Vehicle Repairs and Maintenance	507	185	500		now in PW Common		
	Heavy Equipment Fuel	507	181	500		now in PW Common		
	Heavy Equipment Repairs and Maintenance	1,521	293	1,500		now in PW Common		
	TOTAL SIDEWALKS:	63,238	76,390	77,723	40,609	75,345	34,528	68,413
	FLOATING DOCK:							
	Wages - PW Dock	2,121	217	-		now in PW Common		
	Benefits - PW Dock	446	28	-		now in PW Common		
	Repair and Maintenance	3,000		5,000	1,795	2,500	108	2,000
	Insurance	789	834	900	-	now in Administration		
	Contracted Services	11,000	13,388	13,500	473	12,000	-	10,000
	Marine Lease	150	300	150	150	150	150	150
	TOTAL FLOATING DOCK:	17,506	14,767	19,550	2,418	14,650	258	12,150

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Provisional Budget 2022

	PUBLIC WORKS	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
	SURFACE DRAINAGE:							
	Wages - PW Surface Drainage	51,907	20,378	37,298	43,946	41,667	19,094	42,930
	Benefits - PW Surface Drainage	10,919	2,671	8,227	5,427	8,761	2,048	6,439
	Freight	507		500	161	500	-	500
	Computer Network Charge	731	200	750	-	now in Administration		
	General Operat-Non Capital Equipment	500	226	1,000	2,495	2,500	461	2,500
	Electrical	1,014	707	1,050	916	1,100	1,851	1,500
	Insurance	784	829	900		now in Administration		
	Contracted Services	15,210	14,278	15,500	11,908	15,000	1,290	15,000
	Supplies	3,000	205	5,000	222	5,000	772	5,000
	Vehicle Fuel	1,724	307	1,750		now in PW Common		
	Vehicle Repairs and Maintenance	1,724	155	1,750	455	now in PW Common		
	Heavy Equipment Fuel	1,521	152	1,600		now in PW Common		
	Heavy Equipment Repairs and Maintenance	7,500	2,284	4,600	12,985	now in PW Common		
	TOTAL SURFACE DRAINAGE	97,041	42,392	79,925	78,515	74,528	25,516	73,869
	WATER SERVICES:							
	Wages - PW Water Services	398,211	391,892	377,466	453,235	404,227	338,793	346,583
	Benefits - PW Water Services	83,764	52,272	85,319	58,607	86,185	39,110	51,987
	Professional Fees	110,000	955	40,000	43,129	40,000	14,643	40,000
	Professional Fees - Water Licence	10,000	15,793	15,000	2,354	20,000	1,794	20,000
	Membership/Conference/Certificates	355	795	350	150	4,000	-	4,000
	Training	11,915	14,965	12,000	3,801	10,000	6,522	10,000
	Travel - Accomodation and Meals	7,149	5,159	7,000	1,346	5,000	36	5,000
	Travel - Transportation	1,788	65	2,000	795	2,500	-	2,500
	Advertising	203	132	200	84	now in Communications		
	Freight	13,182	25,418	20,000	16,424	20,000	13,103	15,000
	Computer Network Charge	5,847	1,601	5,900		now in Administration		
	Communication Charge	1,155		1,200		now in Administration		
	Non Capital Equipment	8,112	3,467	8,300	5,468	8,000	705	5,000
	Repairs and Maintenance	30,000	5,214	15,000	42,234	75,000	59,240	75,000
	Electrical	85,000	91,116	100,000	150,033	175,000	113,314	150,000
	Heating	200,000	101,316	250,000	250,768	200,000	142,091	175,000
	Insurance	9,361	10,396		-	now in Administration		
	Telephone	2,142	2,675	2,500	15,388	15,000	12,250	15,000
	Contract Services	25,000	34,175	25,000	56,805	50,000	39,226	50,000
	Supplies - Operating	25,000	10,665	20,000	16,443	70,000	51,730	70,000
	Supplies - Safety		5,848	5,000	1,413	5,000	1,619	5,000
	Chemicals	4,056	9,701	4,000	7,281	5,000	9,169	10,000
	Water Sampling/Testing	3,500	9,893	7,200	8,901	9,000	4,110	9,000
	Vehicle Fuel	11,377	4,877	7,000	2,446	now in PW Common		
	Vehicle Repairs and Maintenance	11,377	16,675	8,000	3,903	now in PW Common		
	Heavy Equipment Fuel	1,014	2,293	1,000		now in PW Common		
	Heavy Equipment Repairs	3,042	3,701	3,000		now in PW Common		
	Water Delivery	81,886	75,290	80,000	89,460	108,000	77,721	108,000
	TOTAL WATER SERVICES:	1,144,436	896,349	1,102,435	1,230,468	1,311,912	925,176	1,167,070
	SEWER SERVICES:							
	Wages - PW Sewer Services	160,985	164,850	171,393	150,511	181,507	91,223	181,244
	Benefits - PW Sewer Services	33,863	18,403	38,215	18,629	39,050	10,721	27,187
	Membership/Conference/Dues	355		350		1,000	200	1,000
	Training	6,845	1,558	6,900		5,000	90	5,000
	Travel - Accomodation and Meals	4,107	51	4,000		3,000	-	3,000
	Travel - Transportation	1,065		1,000		1,500	-	1,500
	Advertising	203	132	250		now in Communications		
	Freight	5,070	2,484	5,050	143	1,000	448	750
	Computer Network Charge	3,654	1,001	3,800		now in Administration		
	Communication Charge	5,000		900		now in Administration		
	Non Capital Equipment	3,042	910	3,042		3,000	16	3,000
	Repairs and Maintenance	10,000	26,244	10,000		now captured under Supplies		
	Electrical	25,000	21,135	22,000	26,555	30,000	19,045	25,000
	Insurance	6,239	6,595	7,000	(7,514)	now in Administration		
	Contracted Services	20,280	22,083	35,280	7,015	10,000	3,909	10,000
	Supplies	12,168	515	12,168	2,468	8,000	2,767	8,000
	Supplies - Safety	2,500	1,217	5,000	-	5,000	29	5,000
	Chemicals	3,042	1,916	3,042		3,000	-	3,000
	Vehicle Fuel	4,056	2,171	4,000	1,191	now in PW Common		
	Vehicle repair and maintenance PW Sewer	4,056	4,433	4,000	-	now in PW Common		
	Heavy Equipment Fuel	1,014	963	1,000		now in PW Common		
	Heavy Equipment R&M	3,042	5,946	3,000	2,039	now in PW Common		
	TOTAL SEWER SERVICES:	315,586	282,607	341,390	201,037	291,057	128,448	273,680

Provisional Budget 2022

	PUBLIC WORKS	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
WASTE WATER TREATMENT PLANT:								
	Wages - PW WWTP		11,776	-	496	No longer in use No longer in use No longer in use No longer in use		
	Benefits - PW WWTP		1,072	-	12			
	Repairs and Maintenance - WWTP related			-	383			
	Supplies - Safety			-	176			
	YG Payment towards Operating WWTP	210,000	267,540	220,000	218,311	223,911	165,647	232,000
TOTAL WASTE WATER TREATMENT PLANT:		210,000	280,387	220,000	219,893	223,911	165,647	232,000
WASTE MANAGEMENT:								
	Wages - PW Waste Management	112,290	120,049	238,954	143,317	285,158	176,032	301,320
	Benefits - PW Waste Management	23,473	12,699	43,837	17,810	42,312	20,043	45,198
	Professional Fees	20,280		20,000	2,925	20,000	-	20,000
	Training	-		4,000		4,000	323	5,000
	Travel - Accomodation and Meals	-		2,000		2,000	201	5,000
	Travel - Transportation	-		2,000		1,500	623	2,500
	Advertising	507	397	1,000		now in Communications		
	Freight	761	30	800		1,000	209	500
	Computer Network Charge	3,654	1,001	3,500		now in Administration		
	Communication Charge	924		1,000		now in Administration		
	Non-Capital Equipment	2,000	2,216	3,600	2,558	3,000	2,631	50,000
	Building Repairs and Maintenance	2,000	317	2,000		12,000	503	10,000
	Electrical	-				6,000	373	9,000
	Heating	3,042	2,964	2,000	2,865	4,000	2,178	3,000
	Insurance	6,239	6,595	9,000		3,000	now in Administration	
	Janitorial Supplies	203		200		now in Building Maintenance		
	Telephone and Fax	776	150	2,500	600	now in PW Common		
	Contracted Services	86,050	53,664	95,000	52,029	45,000	72,357	200,000
	Waste Diversion CKS	100,000	100,000	100,000	100,000	100,000	81,750	20,000
	Recycling Depot - Supplies		-					30,000
	Supplies	1,521	697	1,500	6,100	1,500	633	1,500
	Supplies - Safety	761	3,069	4,000	899	5,000	1,319	5,000
	Sampling/Testing	24,336	19,876	30,000	62,299	40,000	11,956	40,000
	Vehicle Fuel (including garbage truck)	507	113	10,000	145	10,000	5,285	10,000
	Vehicle Repairs and Maintenance	507	763	8,000	5,038	8,000	10,529	15,000
	Water Delivery/Septic	1,014	315	1,200	225	1,000	-	1,000
	Heavy Equipment Fuel	3,042	4,161	3,500	2,389	3,500	1,345	3,500
	Heavy Equipment Repairs and Maintenance	9,126	5,375	10,000	16,733	15,000	1,883	20,000
	Waste Collection	325,000	298,300	180,000	261,340	No longer in use		
TOTAL WASTE MANAGEMENT:		728,013	632,752	779,591	677,272	612,970	390,173	797,518
BUILDING MAINTENANCE								
	Wages - PW Other	-	(142)	225,165	205,590	230,939	202,367	304,224
	Benefits - PW Other	-	104	47,200	27,535	47,141	22,139	45,634
	Janitorial Supplies - ALL DEPTS					41,000	15,516	30,000
TOTAL Building Maintennace:				272,365	233,125	319,080	240,022	379,857
TOTAL PUBLIC WORKS REVENUE		1,935,611	1,918,124	2,030,480	2,050,172	2,032,175	1,691,404	2,016,500
TOTAL PUBLIC WORKS EXPENDITURES		3,348,069	2,917,659	3,701,778	3,689,761	3,750,097	2,367,927	3,873,846
NET PUBLIC WORKS EXPENDITURES		(1,412,458)	(999,534)	(1,671,298)	(1,639,589)	(1,717,922)	(676,523)	(1,857,346)
9 Addition of hydro pole scheduled for 2022								
10 Removal of metals, vehicles and white metals								
11 Aging equipment								
12 Janitorial wages and Project Manager are also coded here/one new hire								

Provisional Budget 2022

RECREATION:	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
REVENUE - RECREATION COMMON							
Lotteries - Yukon	31,868	32,368	43,051	32,459	43,051	43,051	43,051
Equipment Rental	3,000	250	3,000	973	1,500	650	1,500
Misc Revenue (includes TCMF grant)	5,000	5,000		5,280	5,000	2,590	5,000
TOTAL REVENUES-RECREATION COMMO	39,868	37,618	46,051	38,712	49,551	46,291	49,551
EXPENDITURES - COMMON SERVICES:							
Wages - Recreation	157,181	199,951	140,914	188,903	232,165	118,803	165,053
Benefits - Recreation	33,063	27,402	28,723	20,172	31,660	14,279	19,806
Professional Fees	45,000	35,759		8,032	20,000	534	20,000
Training	5,000	638	5,000	5,609	5,000	1,205	5,000
Travel - Accomodation and Meals	5,000	963	5,000		3,000	2,282	3,000
Travel - Transportation	4,000	206	4,000		2,000	-	2,000
Advertising	1,000	885	1,000	1,141	now in Communications		
Postage	500	2,133	500	145	now in Administration		
Freight	200	225	200	31	200	883	200
Computer Network Charge	12,000	11,023	12,000	6,149	now in Administration		
Supplies - Office	6,000	2,061	6,000	3,888	now in Administration		
Non Capital Equipment/Office Furniture	5,000	5,288	6,000	3,073	8,000	3,400	8,000
Photocopier Expense (lease)	1,000	767	1,000	465	2,148	1,068	2,136
Insurance	55,000	58,284	60,000		now in Administration		
Telephone and Fax	15,000	5,746	15,000	8,603	5,400	4,158	5,400
Bank Service Charges/Debit Machine	2,500	2,324	2,500	2,936	2,500	4,184	2,500
Cash Over/Short		(2,173)	-	27	now in Administration		
Contracted Services	20,000	3,215	20,000	4,236	20,000	3,036	20,000
Supplies - Safety	4,000	4,201	4,000	14,396	10,000	8,188	10,000
Lottery Grants	31,368	32,358	43,051	32,459	43,051	24,724	43,051
Vehicle Fuel	-	15,281	3,000	9,296	7,673	3,383	7,500
Vehicle Repairs and Maintenance	3,000	7,160	3,000	5,499	5,000	1,342	5,000
TOTAL REC. COMMON/CENTER EXPENSE	408,312	413,695	360,888	315,060	397,797	191,469	318,646
REVENUE - PROGRAMS AND EVENTS							
YLAP Grant/Youth Activity Grant	12,500	1,250	12,500	5,250	12,500	14,500	14,500
Programs - Under 14 yrs of age	40,000	30,193	20,000	11,832	15,000	22,672	20,000
Programs - 15 yrs +	5,000	12,882	6,000	10,450	10,000	16,728	15,000
Canada Day Grant	4,600	2,400	2,400	-	-	-	
TOTAL REVENUES - PROGRAMS/EVENTS	62,100	46,725	40,900	27,532	37,500	53,900	49,500
EXPENDITURES - PROGRAMS AND EVENTS							
Wages - Programs and Events	175,355	156,284	175,985	163,495	181,043	121,472	154,646
Benefits - Programs and Events	37,386	15,324	37,407	24,502	37,447	13,193	23,197
Membership/Conference Fees	200	300	200	130	200	143	200
Training	1,000	175	1,000	687	1,000	399	1,000
Travel - Accom & Transportation	2,000	543	2,000	94	2,000	1,172	2,000
Freight	500	1,073	500	32	500	39	500
Non Capital Equipment	2,000		2,000		8,000	-	8,000
Contracted Services - Instructors	20,000	21,796	22,000	11,753	25,000	25,679	25,000
Supplies Programming	12,000	11,443	12,000	8,629	12,000	9,234	12,000
Supplies - YLAP	12,500	6,357	12,500	2,418	12,500	3,401	12,500
Rental Space	500	113	250	5,000	10,000	10,000	10,000
Canada Day	4,600	4,407	4,600	458	2,500	2,500	2,500
Discovery Day	4,200	2,250	3,000	1,142	2,500	1,687	2,500
Celebration of Lights	7,500	10,764	7,500	7,244	7,500	774	7,500
TOTAL PROGRAMS & EVENTS EXPENSES	279,741	230,829	280,942	225,584	302,190	189,693	261,543
NET - PROGRAMS & EVENTS EXPENSES	(217,641)	(184,104)	(240,042)	(198,052)	(264,690)	(135,793)	(212,043)

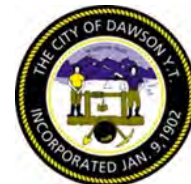
Provisional Budget 2022

RECREATION:	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
REVENUE - AMFRC							
Public Skating	2,600	3,851	3,000	2,348	4,500	1,967	4,500
Ice Fees	40,000	33,608	40,000	29,135	30,000	54,940	50,000
Curling Club Lease	4,000	4,000	4,000	-	4,000		4,000
Recreation Facility Rental	7,750	7,716	4,000	8,991	4,000	1,075	4,000
TOTAL REVENUES - AMFRC	54,350	49,176	51,000	40,474	42,500	57,982	62,500
EXPENDITURES - AMFRC							
Wages - AMFRC	157,818	99,573	89,025	231,739	152,640	104,965	177,284
Benefits - AMFRC	33,197	11,278	17,026	27,696	17,120	11,848	26,593
Freight - AMFRC	2,500	1,491	2,000	1,333	3,000	255	3,000
Building R & M - AMFRC	75,000	80,774	100,000	114,703	75,000	37,623	75,000
Equipment R & M	15,500	4,005	20,000	18,939	15,000	5,097	15,000
Electrical - AMFRC	80,000	89,575	90,000	108,328	120,000	99,942	120,000
Propane - AMFRC	2,000	131	1,000	1,606	1,000	334	1,000
Heating - AMFRC	150,000	127,418	135,000	110,856	110,000	43,341	110,000
Contracted Services	15,000	2,178	-	820	20,000	13,976	20,000
Janitorial - AMFRC	10,000	9,967		9,104	now in Building Maintenance		
Supplies Operating - AMFRC	2,500	711	3,000	6,309	4,500	517	4,500
Equip Fuel - AMFRC	2,000	2,771	2,000	2,574	2,500	816	2,500
TOTAL AMFRC EXPENSES:	561,769	446,124	459,051	634,007	520,760	318,714	554,876
NET - AMFRC EXPENSES	(507,419)	(396,948)	(408,051)	(593,533)	(478,260)	(260,732)	(492,376)
REVENUE - WATERFRONT							
Fitness Passes	47,000	47,852	38,000	14,200	10,000	28,227	25,000
TOTAL REVENUES - WATERFRONT	47,000	47,852	38,000	14,200	10,000	28,227	25,000
EXPENDITURES - WATERFRONT							
Wages - Waterfront	13,559	12,241	4,130	23,565	13,861	8,336	15,922
Benefits - Waterfront	2,852	1,248	927	1,947	976	782	2,388
Freight	250	208	250	699	500	888	500
Building R & M	20,000	16,913	40,000	16,908	15,000	6,954	15,000
Equipment R & M	5,000		5,000	2,589	5,000	654	5,000
Electrical	5,000	5,579	6,000	4,282	6,000	4,295	6,000
Heating	5,000	4,398	5,000	4,052	5,000	8,421	5,000
Janitorial	9,662	13,946	15,000	7,555	now in Building Maintenance		
Supplies Operating	2,500	4,704	2,000	3,881	2,500	1,484	2,500
TOTAL WATERFRONT EXPENSES:	63,823	59,237	78,307	65,478	48,837	31,813	52,310
NET - WATERFRONT EXPENSES	(16,823)	(11,386)	(40,307)	(51,278)	(38,837)	(3,586)	(27,310)
REVENUE - POOL							
Public Swim	19,000	16,975	15,000		17,000	8,535	10,000
Swimming Lessons 14-	10,000	7,918	10,000		10,000	100	5,000
Swimming Lessons 15+	1,500		1,500		2,000		2,000
Merchandise	200	702	200		-		
Swim Club	1,500	1,050	2,000		1,000	600	1,000
Rentals	250	454	250		250	97	250
TOTAL REVENUES - POOL	32,450	27,098	28,950	-	30,250	9,332	18,250

Provisional Budget 2022

RECREATION:	2019 Budget	2019 actual	2020 Budget	2020 Actuals	2021 Budget	3rd Qtr YTD	2022 Provisional
EXPENDITURES - POOL							
Wages - Pool	140,850	102,625	112,453	1,555	121,317	97,896	102,867
Benefits - Pool	25,400	12,147	11,388	208	11,535	17,002	15,430
Membership/Conference	200	50	200		200	-	200
Training	5,000	3,720	5,000		5,000	1,935	5,000
Travel - Accomodation and Meals	2,500	1,423	2,000		2,000	358	2,000
Travel - Transportation	1,500		1,500		1,500	437	1,500
Freight	2,000	397	1,500		1,500	1,630	1,500
Supplies - Office	1,200	(190)			now in Administration		
Computer Network Charge	-		-		now in Administration		
Building Repairs and Maintenance	30,000	53,321	50,000	13,117	45,000	17,271	45,000
Electrical	20,000	13,216	15,000	2,360	17,000	8,755	17,000
Heating	40,000	32,575	34,000	1,253	34,000	21,676	34,000
Insurance	-	778			now in Administration		
Janitorial Supplies	3,000		2,000	886	now in Building Maintenance		
Supplies - lesson materials	5,000	100			1,000	726	1,000
Supplies - Operational	5,000	723	5,000		5,500	5,484	5,500
Swim Club Expenditures	1,000		1,000		500	377	500
Chemicals	5,000	1,856	2,500		2,500	2,311	2,500
TOTAL POOL EXPENSES:	289,150	223,133	244,541	19,379	248,552	175,858	233,997
NET - POOL EXPENSES	(256,700)	(196,035)	(215,591)	(19,379)	(218,302)	(166,526)	(215,747)
REVENUE - GREEN SPACE							
Rentals - Minto	8,000		7,000	445	3,500	4,480	4,500
Vendor Stalls	1,000	5,640	1,000	2,000	1,000	-	1,000
Commemorative Parks Donations	3,000	1,200	3,000		1,000	350	500
Rentals - Parks & Greenspaces	10,000	10,093	10,000	2,140	2,500	2,456	2,500
Miscellaneous Revenue			2,500		10,000	2,158	10,000
TOTAL REVENUES - GREEN SPACE	24,500	16,933	23,500	4,585	18,000	9,443	18,500
EXPENDITURES - GREEN SPACE							
Wages	109,187	88,082	106,883	52,960	123,033	100,435	163,673
Benefits	22,968	10,027	17,952	5,675	17,203	10,387	24,551
Training	500		500	-	1,000	-	1,000
Freight	600	62	600	31	600	1,244	600
Non Capital Equipment	1,000	1,576	2,000	1,042	5,000	5,908	5,000
Repairs & Maintenance - Minto	2,000	2,691	2,500	10,906	3,000	1,337	3,000
Repairs & Maintenance - Other	5,000	7,464	7,000	1,474	5,000	1,082	5,000
Commemorative Parks Program	4,500	1,200	3,000	275	1,000	271	1,000
Equipment Repairs & Maintenance	2,000	559	1,500	219	10,000	869	10,000
Electric - Minto	4,000	4,229	4,000	6,624	8,000	4,803	8,000
Electric - Other	3,000	3,467	3,200	2,824	3,000	4,189	3,000
Greenspace Janitorial	5,000	4,310		2,331	now in Building Maintenance		
Contracted Services	35,000	24,296	30,000	24,414	35,000	24,078	35,000
Parks & Greenspace Maintenance	65,000	1,716	40,000	10,046	10,000	4,471	10,000
Trail Maintenance - Green Space	10,000	384	8,000	979	8,000	1,913	8,000
Land Lease	500		500	150	500	300	500
Golf Course - Operating Lease	45,000	40,000	50,000	49,000	50,000	45,000	50,000
DC Minor Soccer	7,000	8,191	7,000	6,869	7,000	6,009	7,000
Community Garden	10,000	9,231	10,000	596	15,000	2,024	15,000
Equipment Fuel	500		500	92	500	-	500
TOTAL GREEN SPACE/PARK MTNCE EXP	332,755	207,483	295,135	176,507	302,836	214,320	350,824
NET GREEN SPACE EXPENSES	(308,255)	(190,550)	(271,635)	(171,922)	(284,836)	(204,877)	(332,324)
TOTAL RECREATION REVENUES:	260,268	225,401	228,401	125,503	187,801	205,175	223,301
TOTAL RECREATION EXPENSES:	1,935,550	1,580,501	1,718,864	1,436,015	1,820,972	1,121,867	1,772,197
NET RECREATION EXPENSES	(1,675,282)	(1,355,100)	(1,490,463)	(1,310,512)	(1,633,171)	(916,692)	(1,548,896)

Report to Heritage Advisory Committee



☒ For Council Decision ☐ For Council Direction ☐ For HAC Discussion

AGENDA ITEM:	Heritage Advisory Committee Member Appointment	
PREPARED BY:	Stephanie Pawluk, CDO & Stephani McPhee, PDA	ATTACHMENTS: Posting HAC meeting #21-17 minutes
DATE:	November 24, 2021	

RECOMMENDATION

The Heritage Advisory Committee respectfully recommends that Council appoint Charlotte Luscombe as a voting member to the Heritage Advisory Committee with a term ending September 30, 2022.

ISSUE / PURPOSE

To appoint one new voting member to the Heritage Advisory Committee with a term ending September 30, 2023, to maintain a full committee of five voting members.

BACKGROUND SUMMARY

The Heritage Advisory Committee serves at the pleasure of Council, as per the terms laid out in the Heritage Bylaw #2019-04. Section 4.01 of the Bylaw requires that Council appoint by resolution no less than three and no more than 5 members to the Committee.

Prior to Council decision, the discussion should be initiated by the HAC to determine the most suitable candidate for appointment. Charlotte Luscombe, Stephen Johnson, and RJ Santos have submitted nominations to serve on the HAC.

Ms. Luscombe's statement of intent for applying to sit on the Heritage Advisory Committee, received via email on October 19th, 2021:

"Hey Steph

I hope you're well.

I would like to nominate myself for the position of HAC advisory member that has been recently advertised on the City website. I think that I could bring real benefit to the Committee. I have experience of applying the Heritage Bylaw and Zoning Bylaw during my time as Planning Assistant for the City and I am an experienced board member having sat on the Dawson City Music Festival for 6 months. I am currently a Land Use Planner for the Dawson Regional Planning Commission and this work has also provided me the opportunity to learn about TH culture and heritage, something that I think HAC has a duty to consider when relevant.

Importantly, I am very familiar with the Design Guidelines for Historic Dawson and the Heritage Management Plan and when I was Planning Assistant I would often provide applicants with information that assisted in their applications. I have a strong working relationship with the committee already, I am keen to preserve the architectural and cultural heritage of the City and I am committed to attending all meetings. I hope my application is able to be considered and I look forward to hearing from you.

*Best
Char"*

Mr. Johnson's statement of intent for applying to sit on the Heritage Advisory Committee, received via email on October 29th, 2021:

"Hi Stephanie,

Please consider this email as my application for position on the Heritage Advisory Committee (HAC). Prior to my 12 years on town council, I was a member for 3 years on the Planning Board (pre-cursor to HAC) which dealt with heritage issues.

Cheers,

Stephen"

Mr. Santos's statement of intent for applying to sit on the Heritage Advisory Committee, received via email on November 4th, 2021:

"Hey Ags. This is RJ. I'm interested in serving on the HAC board. As I'm sure you're aware, I've had a sign painting business in Dawson for a number of years. I have a basic understanding of the Heritage codes and a personal interest in the historical aesthetic of this town.

Please let me know if the board is currently accepting members.

Thanks.

RJ"

This decision went before Council on November 24, 2021 where Council passed a resolution to postpone the decision until receipt of the HAC meeting minutes from November 4th when the decision to recommend the appointment of Ms. Luscombe was made. As per this request, the minutes of HAC meeting #21-17 have been included. The discussion under resolution #21-17-12 states:

- "HAC informed Administration about a new HAC member application received on Nov 4: RJ Santos.
- HAC discussed member appointments and established that their priority is to learn and adapt to modern problems, to ensure that the public respects HAC's mandate. HAC feels that it is possible to maintain authenticity in the Townsite, while being flexible at the same time.
- The HAC is thrilled to have multiple people interested in HAC membership. Given the high interest at this point in time, HAC kindly recommends Charlotte as the chosen candidate, but wishes to extend the decision to Council."


ANALYSIS / DISCUSSION

Section 4.02 states: "Terms for voting members shall be of a two-year period and shall be staggered so that the terms of members end in alternate years. Appointments shall be to terms concluding on September 30th of any given year. Members may be reappointed to succeeding terms."

A quorum of three members is required to pass resolutions that serve as recommendations to the Community Development and Planning Officer and Council. As such, it is important to have a full Committee of five members for the purpose of maintaining quorum.

The HAC discussed member appointments on November 4th, 2021. The HAC is thrilled to have multiple people interested in HAC membership. HAC kindly recommends Ms. Luscombe as the chosen candidate, but wishes to extend the decision to Council.

Unfortunately, Mr. Santos's statement of intent was received past the deadline posted on the advertisement.

APPROVAL		
NAME:	Paul Robitaille, Acting CAO	SIGNATURE: 
DATE:	December 3, 2021	



City of Dawson

PUBLIC NOTIFICATION – Heritage Advisory Committee

The City of Dawson is soliciting 1 volunteer to sit on its Heritage Advisory Committee.

The Heritage Advisory Committee (HAC) is a council appointed citizen committee. Terms for voting members are a two-year period. The position available will run from November 1st, 2021 to October 30th, 2023.

The HAC:

- considers and makes recommendations to the Development Officer regarding:
 - heritage aspects of development permit applications in the historic townsite,
 - historic resource permit applications, and
 - nominations for the designation of a Municipal Historic Site based on publicly available evaluation criteria.
- provides a list of proposed heritage-related projects once per fiscal year for consideration in the Council annual operating budget process, and
- provides feedback and input to the Development Officer to assist with the development and maintenance of a development & heritage guide to provide a consistent framework for decision making.

HAC Meetings: Regular HAC meetings are held on the 1st & 3rd Thursday of each month in Council Chambers. Meetings are open to the public and have a standard start time of 7:00 PM.

The HAC also sits on the Board of Variance. The Board of Variance hears and decides upon applications for variances before the board in accordance with the provisions of the *Yukon Municipal Act*. Within 30 days of receipt of an application, the Board of Variance shall approve, refuse, or approve with conditions an application that, in the board's opinion, meets the four tests as outlined in the *Zoning Bylaw*, and preserve the purposes and intent of the *Dawson City Heritage Management Plan*.

Board of Variance Meetings: Board of Variance meetings are held as required and depending on when applications are received.

Written self-nominations, briefly outlining the applicant's statement of intent and relevant experience, may be emailed to cdo@cityofdawson.ca or planningassist@cityofdawson.ca and physically delivered to City Hall at 1336 Front St., or may be addressed to:

CDO, City of Dawson
PO Box 308
City of Dawson, YT
Y0B 1G0

Nominations must be received by **Friday October 29th, 2021 at 5:00pm.**

If you have any questions or require any further clarification concerning HAC membership, please contact Stephanie Pawluk, the City of Dawson's Community Development & Planning Officer by email at cdo@cityofdawson.ca, or by phone at 867-993-7400 – extension 414.

Committee Minutes

THURSDAY 4th NOVEMBER 2021

19:00

Meeting Type: Regular Heritage Advisory Committee

Meeting: # HAC 21-17

Facilitator: Stephani McPhee, PDA

Attendees: Eve Dewald (chair), Angharad Wenz, Megan Gamble, Jim Williams, Rebecca Jansen

Regrets: None

Meeting Called to order at 7:09 PM.

Minutes

Agenda Item: Agenda Adoption

Presenter: Angharad Wenz

Resolution: 21-17-01

Second: Jim Williams

THAT the Agenda for Heritage Advisory Committee Meeting 21-16 be adopted as amended.

Discussion:

- In new business to add the discussion about greeting the new Council and initiate future discussion about important matters to the Committee.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Presenter: Angharad Wenz

Resolution: 21-17-02

Second: Jim Williams

None.

Agenda Item: Committee of the Whole

Presenter: Angharad Wenz

Resolution: 21-17-03

Second: Jim Williams

THAT the Heritage Advisory Committee move into the Committee of the Whole.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Delegations

Presenter: Megan Gamble

Resolution: 21-17-04

Second: Angharad Wenz

Brodie Klemm – 20-074 CIBC building staircase and lift

Discussion:

- Brodie brought options to the HAC re: the CIBC buildings plans to update the stairs and lift. He informed that the original staircase is not to Building Code as 2 staircases are required. Plans for the exterior staircase options will go around a lift to provide access on the 2nd floor
- Another option provided offered to put the lift inside the building, with the staircase on the exterior like it was originally.
- Brodie clarified that the difference between option 2 and 3 is that the lift is enclosed in 2 and not enclosed in 3 on the exterior
- In option 5, the interior elevator has access from the addition. In this option, the deck on main floor, with entry off of the streetscape, is the main entry into the bank

- HAC made some recommendations to the options provided. They mentioned that previously there was some ornamentation around the doorway in the front, which they would recommend to ensure that it does not look like a blank wall.
- HAC recommended moving the staircase from the rear of the building to North side, to minimize the impact on the rear wall and consolidate everything on one side of the building. HAC likes the idea of wrapping the staircase around the lift outside, recommending that it is all condensed into one structure that is made to look like a separate building with its own roof system, doors, and windows. Given that it is a high-profile building, HAC hopes to minimize the addition by making it look like its own structure with heritage features. Tallness is what makes the addition awkward. HAC wondered if it could be stepped down on the sides so walking by it does not look overly abrasive to the streetscape.
- To summarize: the ideal situation here, according to HAC, would be if the two staircases could be in the same general location. HAC would like to see options of what this recommendation might look like in design, ideally using photos between 1898-1918 to show what it could mimic.
- Brodie confirmed that option one is preferred, in the Northwest corner, as it provides more usable space.
- HAC recommended that the architect bump the North projection away from street as much as possible, for streetscaping purposes – this is unless it's anticipated to be used as a storefront, which could be closer to the streetscape and still be historically compliant.

Agenda Item: Delegations

Resolution: 21-17-05

Presenter: Angharad Wenz

Second: Jim Williams

Craig Jarvis (YG) – 21-096 Ferry Landing Digital sign (DMS)

Discussion:

- The delegate was not present, however provided a sketch and mock-up of proposed design. HAC stated that the recommendation that they provided previously may have been misunderstood, as HAC only wishes to see 2 timbers around the sign to frame it.
- HAC will provide a sketch of what they meant, which will be more affordable and easier to build.

Agenda Item: Revert to Heritage Advisory Committee

Resolution: 21-17-06

Presenter: Angharad Wenz

Second: Megan Gamble

THAT the Committee of the Whole revert to the Heritage Advisory Committee.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Business Arising from Delegations

Resolution: 21-17-07

20-074 – CIBC building staircase and lift

Discussion:

- HAC discussed another option, in the instance that the two required staircases must be separate. HAC requested to see what the following option would mean for design and practicality: to put an open staircase on the North side and put a bulkier elevator and stairs on the West side – this way it wouldn't need an intricate façade like was mentioned for the previous recommendation if everything were to be clustered on the North side of the building. The HAC would like to know what the architect thinks about the feasibility of this and would like to see what it could look like in a design.

Agenda Item: Adoption of the Minutes

Resolution: 21-17-08

Presenter: Megan Gamble

Second: Jim Williams

THAT the Minutes for HAC meeting 21-16 are accepted as presented.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Business Arising from the Minutes

Resolution: 21-17-09

Presenter: Eve Dewald

Second: Jim Williams

Discussion:

- None.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Applications

Resolution: 21-17-10

Presenter: Eve Dewald

Second: Angharad Wenz

THAT the Heritage Advisory Committee move to TABLE development permit 20-074.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Applications

Resolution: #21-17-11

Presenter: Eve Dewald

Second: Angharad Wenz

THAT the Heritage Advisory Committee move to TABLE development permit 21-096.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: New Business

Resolution: #21-17-12

Presenter: Angharad Wenz

Second: Jim Williams

New HAC member appointments

Discussion:

- HAC informed Administration about a new HAC member application received on Nov 4: RJ Santos.
- HAC discussed member appointments and established that their priority is to learn and adapt to modern problems, to ensure that the public respects HAC's mandate. HAC feels that it is possible to maintain authenticity in the Townsite, while being flexible at the same time.
- The HAC is thrilled to have multiple people interested in HAC membership. Given the high interest at this point in time, HAC kindly recommends Charlotte as the chosen candidate, but wishes to extend the decision to Council.

TH Youth Centre new sign

Discussion:

- HAC would like Administration to remind TH that signs in the townsite require a development permit and of the fines associated with not having one.

Discussion:

- Administration is currently performing a Zoning and OCP review and wanted to extend the option to HAC to make any comments re: Sign size in the Historic Townsite, or on any other sign-related attributes than can be regulated within a Zoning Bylaw.
- HAC stated that signs can technically be huge.
- HAC decided to take away the thought to reflect on whether they have anything to contribute before the next meeting.

HAC introduction to new City Council

Discussion:

- HAC wishes to introduce themselves to the new Council and to have a meeting to initiate future collaboration
- In the near future, HAC hopes to come up with some bullet points about things to discuss (such as the shortage of housing in town, streetscapes: multi family dwellings and designs that could be compatible with heritage, as well as a strategy for success, the future of TH development and how we can work together, enforcement of heritage guidelines)
- Administration informed HAC that arranging a joint meeting is in the works and that they can expect for this to happen soon.

Agenda Item: Unfinished Business

Resolution: #21-17-14

Presenter: Eve Dewald

Seconders: Angharad Wenz

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Adjournment

Resolution: #21-17-15

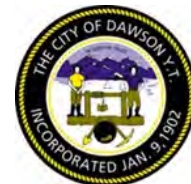
Presenter: Eve Dewald

Seconders: Jim Williams

That Heritage Advisory Committee meeting HAC 21-17 be adjourned at 8:21pm on November 4th, 2021.

Minutes accepted on: November 17th, 2021

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

AGENDA ITEM:	Establish 2022 Regular & Optional Meeting Dates of Council and Committee of the Whole	
PREPARED BY:	Elizabeth Grenon (EA)	ATTACHMENTS: <ul style="list-style-type: none">• Draft 2022 Calendar
DATE:	December 2, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: Section 206- Yukon Municipal Act		

RECOMMENDATION

That Council establish regular and optional meeting dates for Council and Committee of the Whole for 2022 as presented.

ISSUE / PURPOSE

To establish regular meeting dates for Council and COW meetings for 2022.

BACKGROUND SUMMARY

As per Section 206 of the *Municipal Act*, "...Council shall have regularly scheduled public meetings as it may determine."

Following are the number of Council and Committee of the Whole Meetings for the past 3 years:

2021- COW: 29 Council: 24 (Jan-Nov) Expected total for 2021: 53

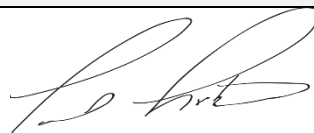
2020- COW: 16 Council: 22 Total: 38

2019- COW: 30 Council: 25 Total: 55 – This was an aggressive schedule that was reduced in 2020

ANALYSIS / DISCUSSION

There were many special meetings in 2018, in order to reduce this and make meetings of council more regular the 2019 calendar was produced. This calendar proved to be quite aggressive and difficult for administration to ensure information was prepared timely. In 2020 the calendar was produced with set Council and COW days with optional Wednesdays if required for special-budget or presentation meetings. This calendar was much more attainable and produced a much more attainable schedule for both Council and administration. The proposed 2021 calendar was similar to 2020, however there were more a lot more Special meetings than 2020.

The recent training with Gordon MacIntosh brought to light the fact that COW meetings had become a "dress rehearsal" to Council meetings and that a lot of redundant information was being produced and brought forward to multiple meetings. The proposed 2022 calendar is set up to reflect the recommendation from Gordon, in that COW meetings should be meant for discussion of new topics or requests for clarification. Purple days are meant for joint meetings (HAC, TH, etc.) meetings with other organizations, and special COW or Council meetings.

APPROVAL**NAME:** Paul Robitaille, A/CAO**DATE:** December 3, 2021A handwritten signature in black ink, appearing to read 'P. Robitaille', is written over the signature line.

2022 REGULAR & OPTIONAL COUNCIL & COW MEETINGS

Yellow = Weeks with no regular meeting scheduled

JANUARY						
SU	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY						
SU	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH						
SU	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL						
SU	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY						
SU	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE						
SU	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY						
SU	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST						
SU	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
SU	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER						
SU	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER						
SU	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

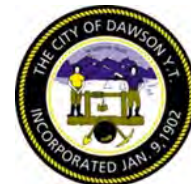
DECEMBER						
SU	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

	Council Meeting
	Committee of Whole Meeting
	Meeting Organizations, Joint, Council, or Committee Meeting



Deputy Mayor Appointments	
Councillor Somerville	January to March
Councillor Pikálek	April to June
Councillor Archbold	July to September
Councillor Lister	October to December

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

AGENDA ITEM:	2022 Deputy Mayor Appointments	
PREPARED BY:	Elizabeth Grenon (EA)	ATTACHMENTS:
DATE:	December 2, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Section 182- Yukon Municipal Act	

RECOMMENDATION

That Council make the following appointments for the 2022 calendar year with respect to the position of Deputy Mayor:

Councillor Somerville for months January, February and March,

Councillor Pikálek for the months April, May and June,

Councillor Archbold for the months July, August and September,

Councillor Lister for the month of October, November and December.

ISSUE / PURPOSE

To appoint Councillors as Deputy Mayor for 2022.

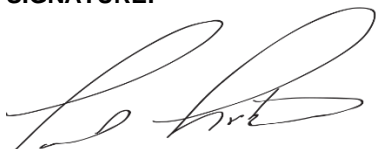
BACKGROUND SUMMARY

As per Section 182 of the *Municipal Act*, "The council may appoint from among its members a deputy mayor who shall:

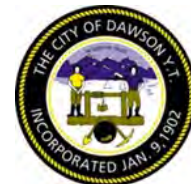
(a) in the absence or incapacity of the mayor, have all the powers and duties of the mayor; and

(b) when the mayor is not absent or incapacitated, and subject to the mayor taking precedence, have those powers and duties the council may direct."

APPROVAL

NAME:	Paul Robitaille, A/CAO	SIGNATURE: 
DATE:	December 3, 2021	

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

AGENDA ITEM:	KVA & AYC Appointments	
PREPARED BY:	Elizabeth Grenon (EA)	ATTACHMENTS:
DATE:	December 2, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Section 182- Yukon Municipal Act	

RECOMMENDATION

That Council appointments for KVA & AYC the following:

- Appoint Councillor Lister as Council's representative for the Klondike Visitors Association (KVA) Board for a one-year term.
- Reappoint Mayor Kendrick as Council's representative for the Association of Yukon Communities (AYC) Board for a one-year term.

ISSUE / PURPOSE

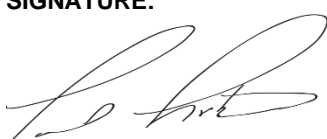
To review Council appointments for representatives to the KVA and the AYC.

BACKGROUND SUMMARY

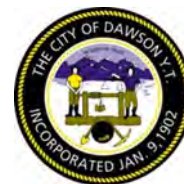
Resolution passed by Council at the November 18, 2020 Council meeting:

C20-21-14 Moved by Councillor Johnson, seconded by Councillor Ayoub that Council reappoint Councillor Kendrick as Council's representative for the Klondike Visitors Association (KVA) Board for a one-year term and reappoint Councillor Shore as Council's representative for the Association of Yukon Communities (AYC) Board for a one-year term. Motion Carried 5-0

APPROVAL

NAME:	Paul Robitaille, A/CAO	SIGNATURE: 
DATE:	December 3, 2021	

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

SUBJECT:	Recreation Board & Community Grants Committee Appointments	
PREPARED BY:	Paul Robitaille, Parks and Recreation Manager	ATTACHMENTS:
DATE:	November 25, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: <ul style="list-style-type: none">• Recreation Board bylaw #01-02• Community Grants Policy #16-01		

RECOMMENDATIONS

That Council

- reappoint Catherine McCrystal, Dawn Kisoun and Peter Menzies to the Recreation Board with a term expiring October 31, 2023
- reappoint Glenda Bolt to the Community Grants Committee with a term expiring October 31, 2023.

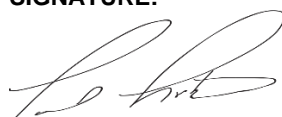
ISSUE / PURPOSE

To reappoint members to positions with expired terms on the Recreation Board and Community Grants Committee, and to appoint a member to a vacant position on the Recreation Board.

BACKGROUND SUMMARY

The Recreation Board and the Community Grants Committee serves at the pleasure of council.

APPROVAL

NAME:	Paul Robitaille	SIGNATURE: 
DATE:	December 3, 2021	

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

AGENDA ITEM:	Volunteer Service Recognition Vouchers	
PREPARED BY:	Elizabeth Grenon (EA)	ATTACHMENTS: <ul style="list-style-type: none">• Appendix A- Volunteer Service Recognition List
DATE:	December 2, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATION

That Council direct Administration to issue 50 Dawson Dollars to each member of the Recreation Board, Community Grants Committee, Dawson City Fire Department, and the City's representative on Klondike Development Organization, as per past practice.

ISSUE / PURPOSE

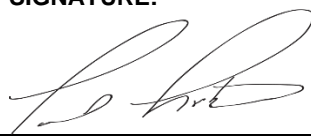
To recognize the contribution of volunteer service from the members on the Recreation Board, Community Grants Committee, Dawson City Fire Department, and the City's representative on Klondike Development Organization. Each individual will be issued 50 Dawson Dollars to officially thank them for making our community a better place to live, work, and play.

BACKGROUND SUMMARY

Volunteer service recognition funds have been allocated and are available in the 2021 Annual Operating Budget.

This year a total of 38 volunteers, as shown in Appendix "A", will be recognized for their volunteer service in 2021. Issuing Dawson Dollars allows recipients to choose the local business where they wish to spend their gift.

APPROVAL

NAME:	Paul Robitaille, A/CAO	SIGNATURE: 
DATE:	December 3, 2021	

2021 Volunteer Recognition List

Dawson City Fire Department

Edgar Blattler
Eric Blattler
Paul Derry
Chuck Stad
Tobias Graf
Torrie Hunter
Chris Mayes
Taylor Mayes
Henry Procyk
Dave Taylor
Jei Dura
Dylan McDougal
Julia Staudt
Joy Viguilla
Manishkumar Patel
Savannah McKenzie
Marianne Collins
Noah Robbins
James Logan
Owen Kemp-Griffin
Cedric Borchert
Sean Mackenzie
Chantel Poulin
Cassandra Bangay
Jalen Henry
Tara Saunders
Tereza Svetlikova
Chris Cassia
Jeff Delisle
Sarvajit Petel

Recreation Board

Catherine McCrystal
Peter Menzies
Dawn Kisoun
Megan MacDougall
Monna Sprokkreeff

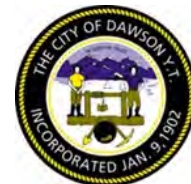
Community Grants Committee

Paul Derry
Glenda Bolt

Klondike Development Organization Board

Colm Cairns

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

AGENDA ITEM:	Dome Road Master Plan	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: <ul style="list-style-type: none">• Concept Plans• Memorandum – City of Dawson Growth• Development Cost Summary
DATE:	December 2, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: <ul style="list-style-type: none">• OCP• Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council direct the Project Team to continue developing the Dome Road Master Plan, as per the:

- Recommended Concept or Concept 3B (*select one*) for Parcel A
- Recommended Concept for Parcel C
- Recommended Concept for Parcel D/F

PURPOSE

To provide general, high-level direction on the development of the Dome Road Master Plan by approving one concept per parcel.

Council requested that Administration provide a list of questions for Council to answer in order to guide direction. **Administration requests that Council answer each of the following questions:**

Overall

1. Do you think that the Dome Road Master Plan vision and recommended options support the long-term growth and housing needs for the City of Dawson?

Parcel A

2. Do you prefer the Recommended Option or Alternative Layout 3B? Which option should be considered in the draft Master Plan?

Parcel C

3. Do you approve the Project Team to proceed with the Recommended Option for Parcel C in the draft Master Plan?

Parcel D

4. Do you support the integration of a housing mix and introduction of more duplex/townhomes?
5. Do you approve the Project Team to proceed with the Recommended Option for Parcel D/F in the draft Master Plan?

Administration is not requesting specific design comments at this time; instead, **Administration requests that any specific Council comments and questions be provided in writing and submitted to Administration by December 17, 2021.** Stantec will respond to each comment. It may be addressed as a written response or updated within the concept.

BACKGROUND SUMMARY

The Dome Road future neighbourhood is seen as the next major residential area that will help meet the short- and long-term housing needs of the community. The Dome Road area is the last developable area near the Historic Townsite that will allow for serviced, sizeable, and efficient development.

The OCP designates Area A and C as Future Residential Planning, and Area D/F as Institutional (the rec centre will be located here) and Urban Residential. The Zoning Bylaw designates Area A and C as Future Planning, and Area D/F as Institutional and Single Detached/Duplex Residential. These land use designations set the direction for the Master Planning.

Following the direction set by the OCP and Zoning Bylaw, Council directed Administration to proceed with the Dome Road Master Plan. Here is a brief history of Council direction:

- Resolution C19-15-10 (July 20, 2019) directs Administration to begin planning work for Dome Road.
- Resolution C20-12-09 (July 21, 2020): “that council provide feedback on the Dome Road Project Charter and provide direction to administration to appoint the CDO to assist with the development of these lands and provide the Department of Community Services the mandate to proceed.”
- Resolution C20-21-13 (Nov 18, 2020): “that Council approve the Dome Road Master Planning Draft Engagement Plan and the Covid-19 Response Plan.”
- Resolution CW21-02-06 (Feb 3, 2021): Council provided feedback on engagement materials prior to community engagement.
- Resolution CW21-11-07 (May 11, 2021): “that Committee of the Whole accept the Dome Road What We Heard Report as information.”
- CW21-22-12 (August 24, 2021): “that Committee of the Whole accept the Dome Road Community Engagement Package as information.”

The objective of this process is to design a residential subdivision along Dome Road that is supported by the local community while carefully considering how to develop the site in the most appropriate way, maximizing development efficiencies and evaluating servicing options to responsibly manage infrastructure.

Project overview

- The Dome Road Master Planning process commenced in September of 2020. This project is managed by YG, Stantec is the consultant, and Administration’s involvement is set by the Project Charter and seen through participation in the Dome Road Technical Advisory Working Group.
- The first round of engagement was held in late February/early March of 2021 to gather public comments on the draft vision and goals. Additionally, a joint TH/City of Dawson Council meeting was held in February 2021 to gather key interests and feedback on the parcels and draft vision.
- Following this, Stantec compiled a What We Heard Report outlining the findings of this engagement. As a result, the Planning Brief was finalized. The vision that was established for the area is:

“The Dome Road subdivision will be a comprehensively planned neighbourhood that represents a long-term housing solution for Dawson. The area will provide a range of housing types at different price points to meet the needs of Dawsonites at different stages of life. Access to Settlement Parcel 94-B, Thomas Gulch and other special areas to the east will be protected and formalized so that Tr-ondëk Hwëch’in citizens can continue to participate in cultural, social, and traditional pursuits on their lands.

Homes will be built around a system of connected greenspaces and serviced by municipal water and sewer. Roads and trails will provide safe and direct access for pedestrians, cyclists, and vehicles including cars, ATVs and snowmachines, within the neighbourhood, to the Historic Townsite, the river and other destinations. The housing types, density and focus of the development areas will reflect the unique opportunities, constraints, and features of each site.”

- The project team then moved into the draft concept planning phase, which included:
 - the creation of draft neighbourhood concept design options (the initial draft concept designs were presented to Council during the Council workshop on July 15th, 2021, from which Council feedback was incorporated);

- conducting the second round of community engagement which occurred in September 2021, and the presentation of the draft concepts at a TH Council meeting;
- and now, the presentation of the recommended concept plans to Council to confirm direction prior to progressing to the last phase.
- Pending Council direction, the next step is the development and presentation of the draft Dome Road Master Plan and Pre-Design Report to Council, for adoption in early 2022.

The Master Plan and Pre-Design Report will include:

- Highlights of the charrette work (e.g. the final vision and guiding principles);
- The final Master Plan design;
- A final subdivision plan. It will include elements such as housing units, transportation, trails and recreation, zoning, and lot lines;
- A phasing plan and implementation plan that outlines a detailed step-by-step account of next steps and responsibilities;
- A final preliminary servicing plan that includes all engineering and servicing requirements for the subdivision, including off-site requirements. This includes connections to water, sewer, surface works, fire protection, power supply, telecommunications, and storm drainage. It will include impacts on the existing/future transportation network, assessment of preliminary roadway/lot grading, and estimated cut/fill volumes. There will also be information on lot clearing that is based on an appropriate drainage plan;
- As part of the pre-design work, a geotechnical testpitting program has been performed throughout the development areas;
- Servicing Class “C” cost estimates based on the Master Plan and pre-design work;
- An economic and market analysis of the proposed development including anticipated absorption, market conditions, housing demand and preferences, lot release models, and cost-recovery models.

More information and key deliverables can be found on the City Dome Road webpage at:

<https://www.cityofdawson.ca/p/dome-road-master-planning>

ANALYSIS

Over the past year, this master planning process has incorporated feedback on an ongoing basis from Council, Administration, Tr’ondëk Hwëch’in, and the public in developing the concept plans being presented at this time.

Given the recent election and new Council, on December 1, 2021, the consultant provided an overview of the process that has occurred to date, including the recommended concept plans that this process has yielded. Given the new Council, the project team is requesting confirmation of the **high-level development direction** prior to continuing the development of the master plan.


If the direction is to stay the course, the next step is the development and presentation of the draft Dome Road Master Plan and Pre-Design Report to Council for adoption. The project team requires direction so it can proceed with the final Master Plan and future steps including YESAB, OCP/Zoning amendments, detailed design, and construction of the first phase. Receiving direction will aid the goal of releasing much-needed residential lots to the community.

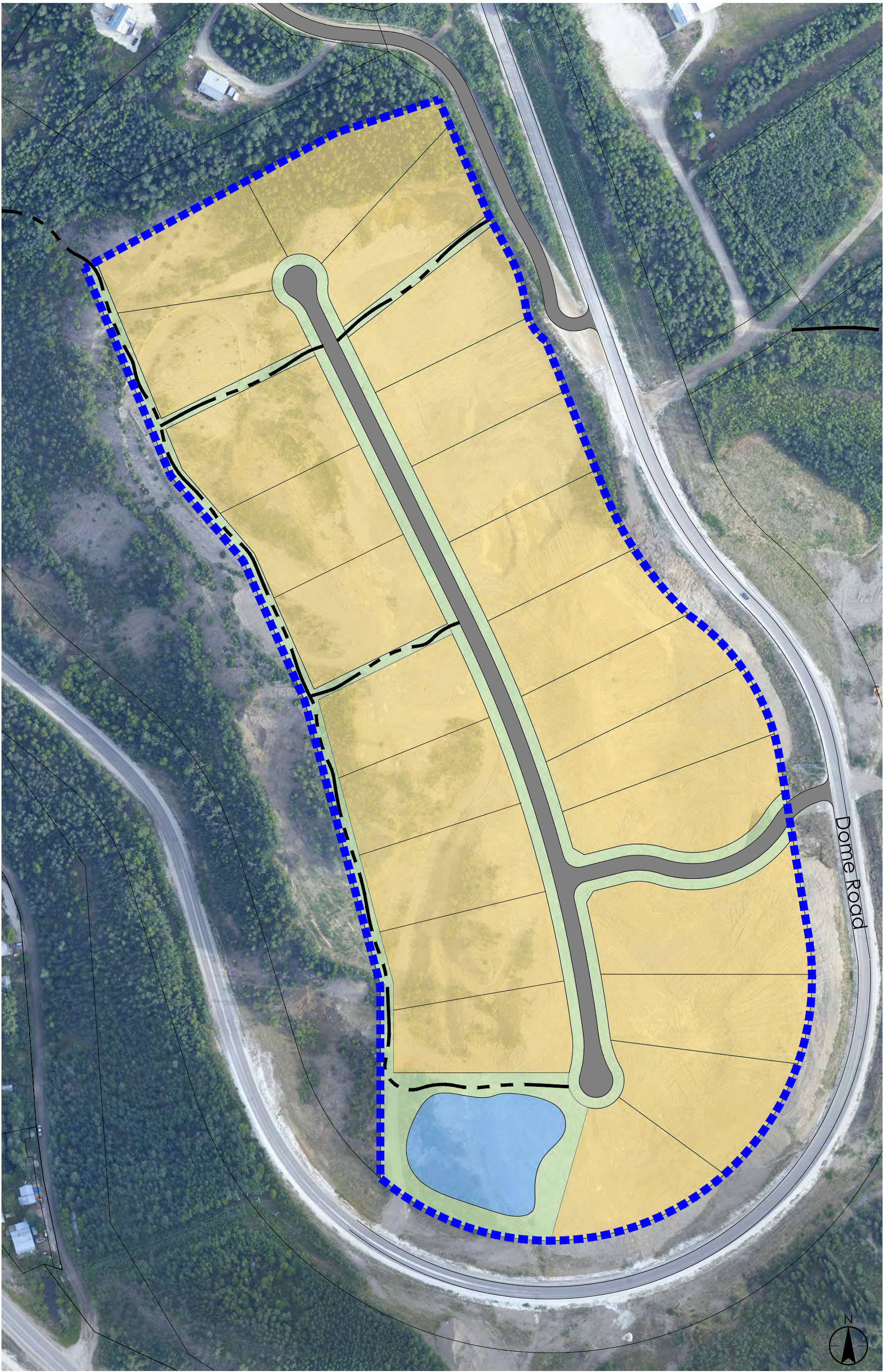
It is important to note that these concepts are merely guides for future development and will be refined as the project and development progresses, through subsequent Council decision points such as OCP and zoning amendments and subdivision applications for individual phases of development. However, the Final Master Plan and the concepts set strong direction for the major components of the development such as servicing, lot types, recreation areas, road network, and trails to give certainty to the developer and for next steps.

The **Memorandum on City of Dawson growth and O&M** was provided in response to previous Council and Administration questions related to growth and O&M. As described by the consultant, “the key message

of the memo is: Dome Road represents a 15-20 year time period, housing and population will grow over time and there is a high level of cost and O&M regardless of where development is located.”

Cost Estimate: Stantec has provided an estimate, presented as major categories, Section A-I. The total projected cost of development is (\$33M).




APPROVAL		
NAME:	Paul Robitaille, Acting CAO	SIGNATURE: 
DATE:	December 3, 2021	



Dome Road



Parcel A
Layout 1
Dome Road

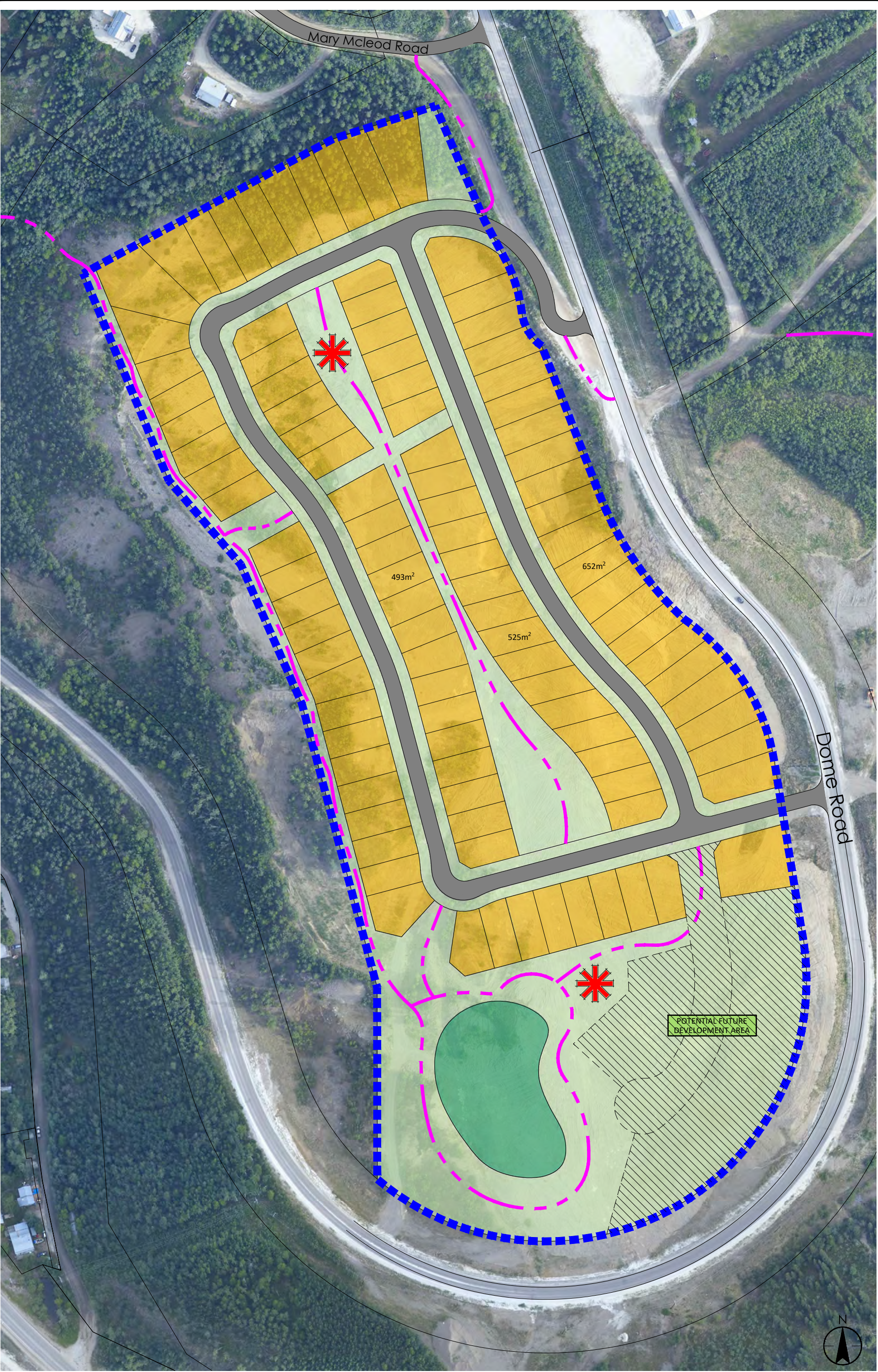
- Legend:**
-  Residential - Low Density Unserved
 -  Park Areas
 -  Trail Connections

Prepared for:
Government of
Yukon

 **Stantec**
#1100, 4900-50th Street, Red Deer, AB T4N1X7
Ph: (403) 341-3320 Fx: (403) 342-0969

DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:2,000
PROJECT #:

October, 2021



Parcel A
Layout 3b
Dome Road

- Legend:**
- R1 Zone (Single Detached & Duplex Residential) 102 Lots
 - Open Space
 - Stomwater Management Facility
 - Trail Connections
 - Community Amenity / Playground

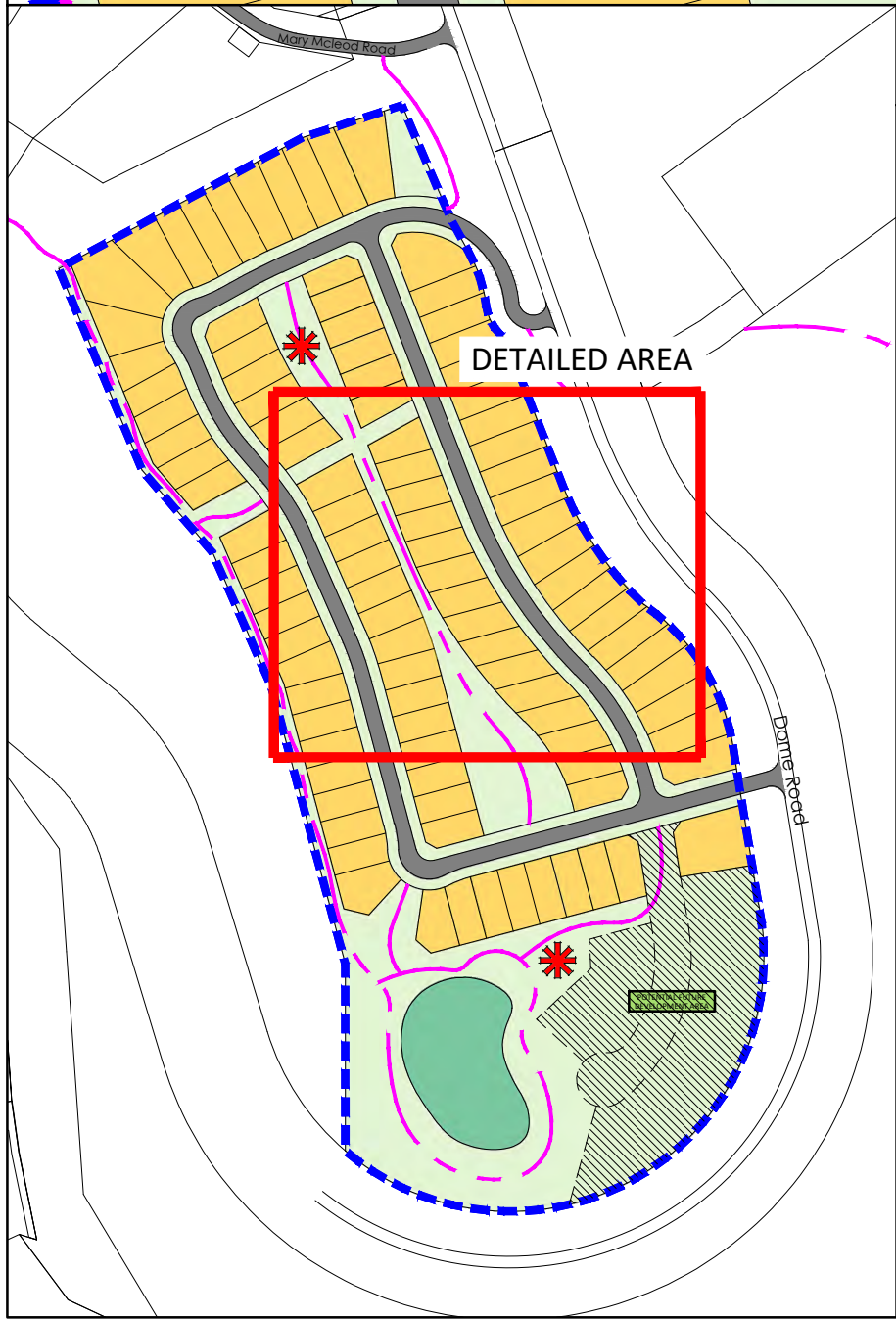
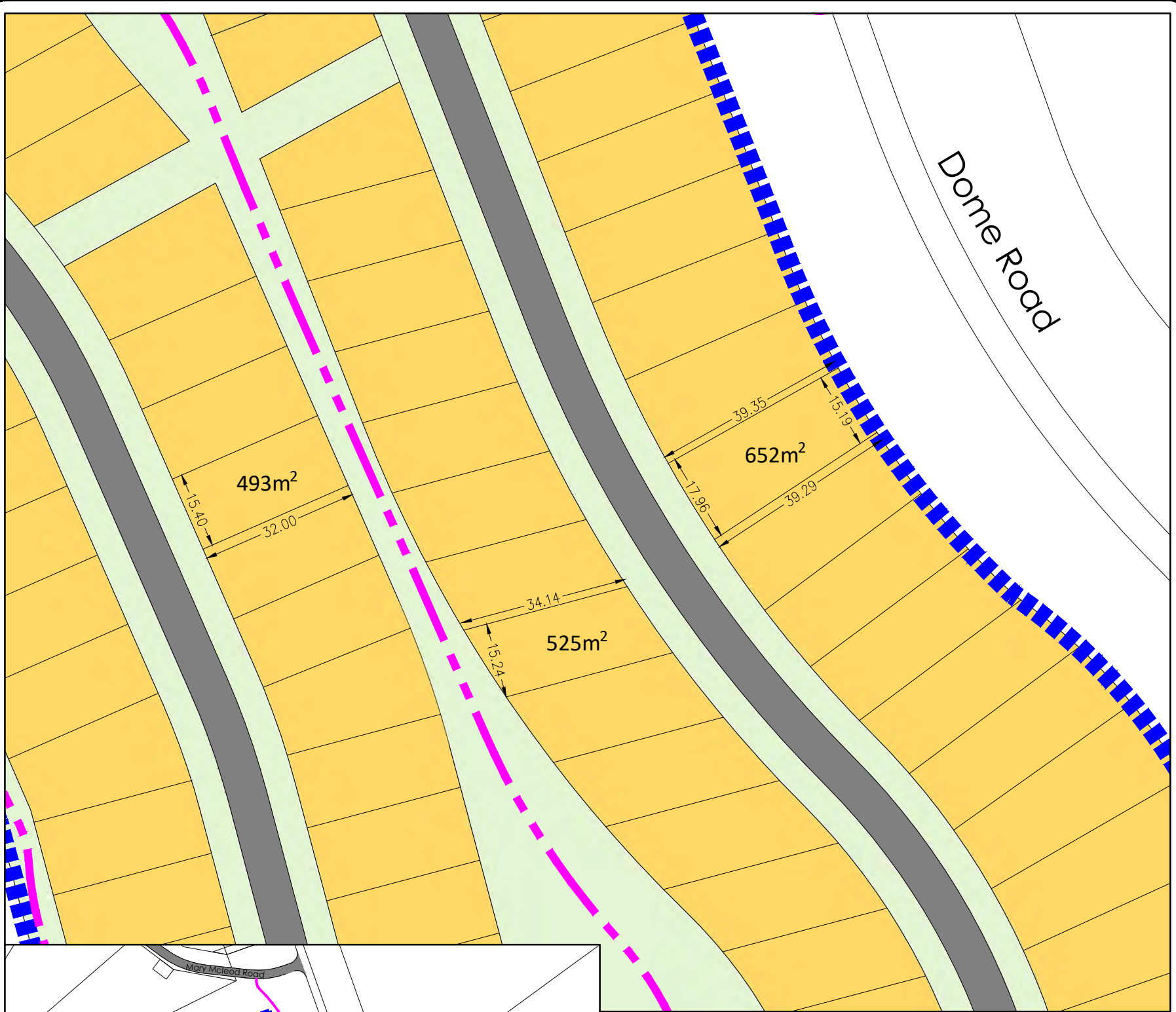
Prepared for:
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Yukon

DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:2,000
PROJECT #:



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Ph:(403) 341-3320 Fx:(403) 342-0969

December, 2021



****NOTE:**
The lotting and dimensions are conceptual in nature. Final lot sizes to be determined at time of subdivision.
****All dimensions shown are in metres.**



Parcel A
Layout 3b
Dome Road

- Legend:**
- R1 Zone (Single Detached & Duplex Residential)
 - Open Space
 - Stomwater Management Facility
 - Trail Connections

Prepared for:
Government of Yukon

DRAWN BY: SAS
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SCALE: 1:1,000
PROJECT #:

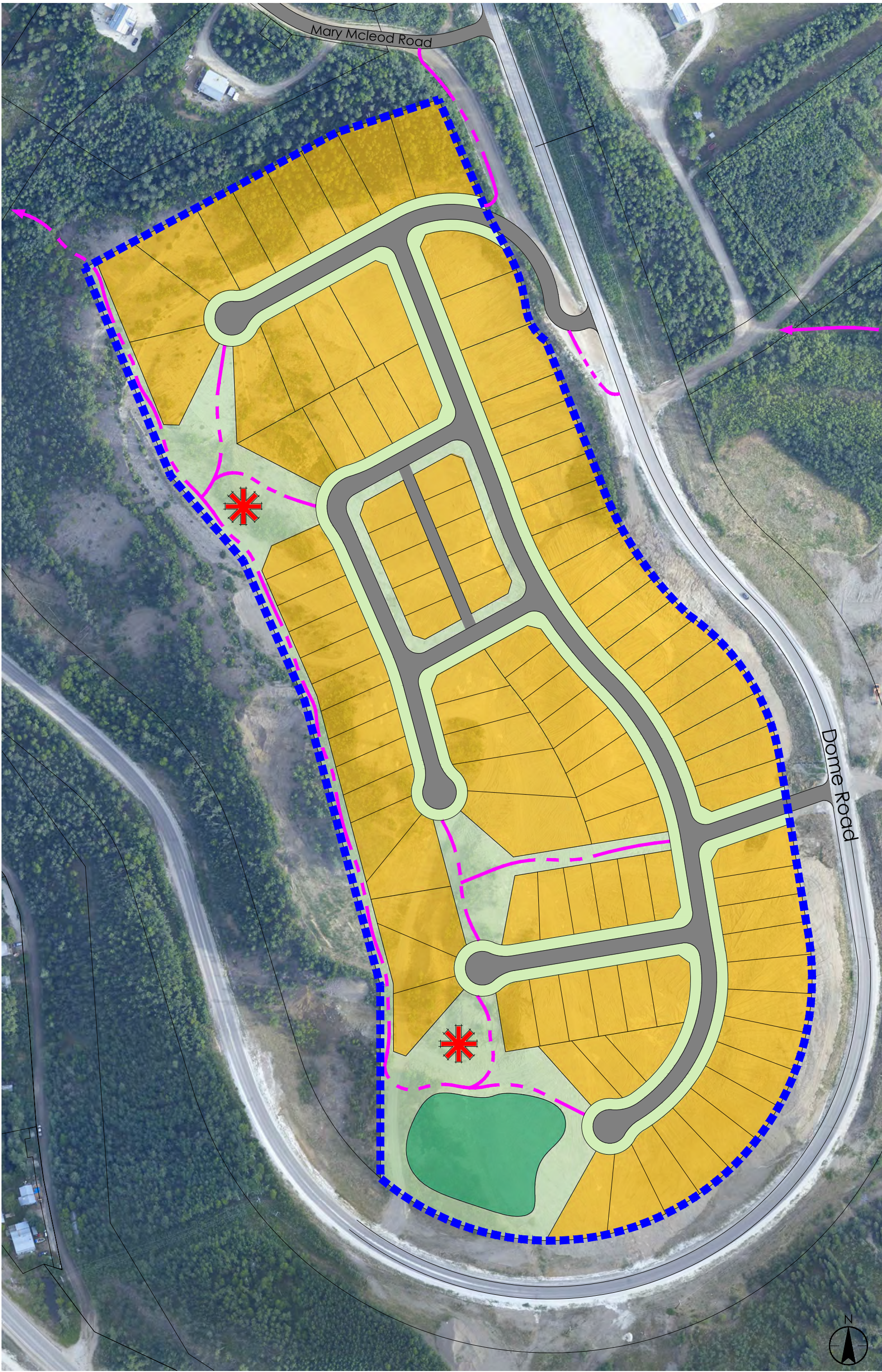


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December, 2021

Parcel A - Layout 3B - Land Use Summary

	Ha	Ac	
Gross Plan Area	12.66	31.27	
Net Plan Area	12.66	31.27	
Land Use	Ha	Ac	% NPA
Residential	7.28	17.99	57.5%
<i>R1 - Regular Lots</i>	5.95	14.70	47.0%
<i>Potential Development</i>	1.33	3.29	10.5%
Open Space	2.94	7.26	23.2%
<i>Public Use</i>	2.52	6.23	19.9%
<i>Public Facility - Stormwater Management Facility</i>	0.42	1.03	3.3%
Transportation	2.53	6.25	20.0%
<i>Roadway</i>	2.07	5.12	16.4%
Total	12.7	31.5	100%
Total Lots	102		
Considerations			
•Larger greenspace at the south end could be a community gathering space			
•Most lots back onto greenspace			
•Grid-style street layout			
•Loop street network preferred by Public Works			
•Poten. al to include a future growth area			
•Connected trail network			



Parcel A
Rec. Layout
Dome Road

- Legend:
- R1 Zone (Single Detached & Duplex Residential) 104 Lots
 - Open Space
 - Stomwater Management Facility
 - Trail Connections
 - Community Amenity / Playground

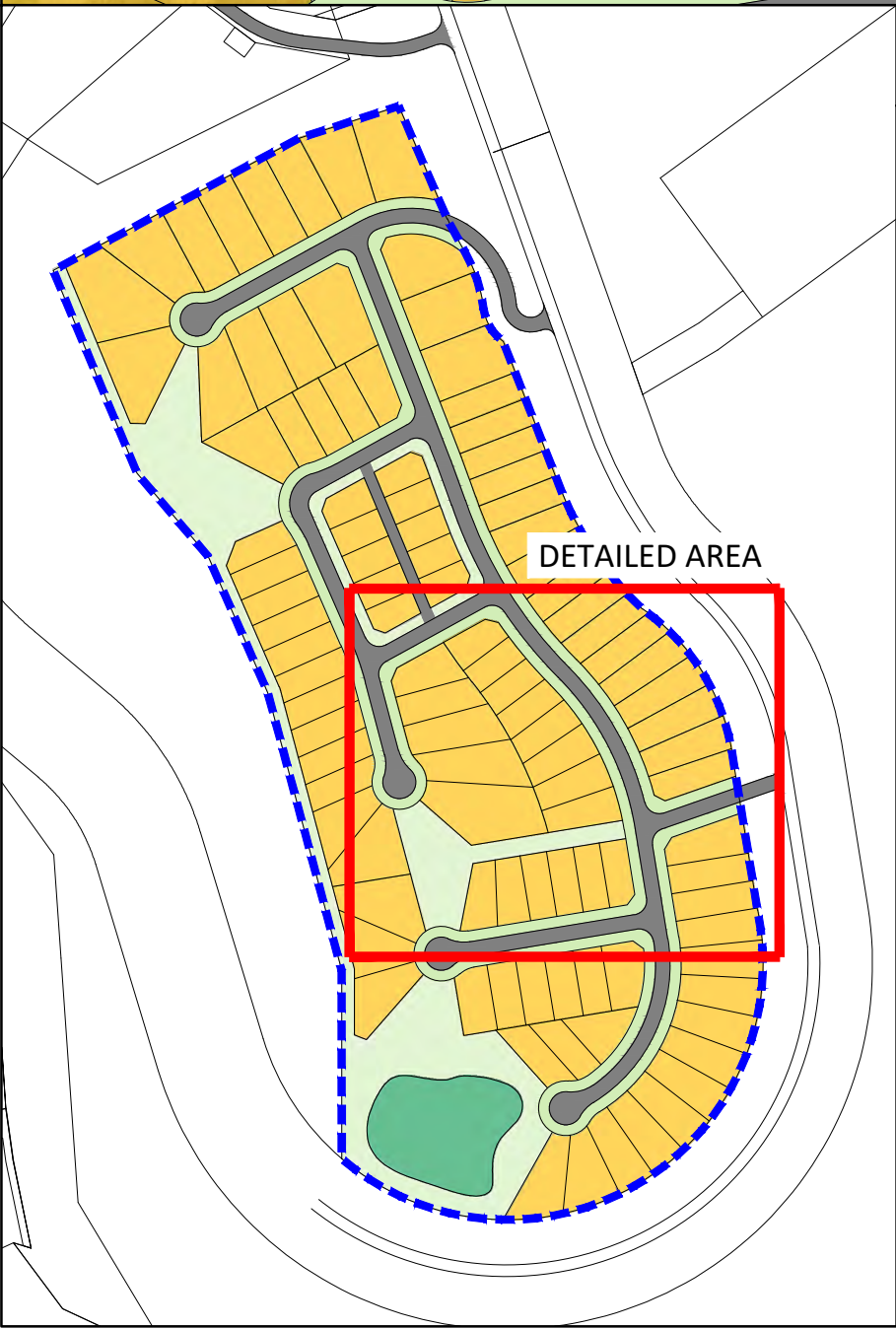
Prepared for:
Government of
Yukon

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CHECKED BY: GCL
SCALE: 1:2,000
PROJECT #:



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November, 2021



****NOTE:**
The lotting and dimensions are conceptual in nature. Final lot sizes to be determined at time of subdivision.
****All dimensions shown are in metres.**



Parcel A
Rec. Layout
Dome Road

- Legend:**
- R1 Zone (Single Detached & Duplex Residential)
 - Open Space
 - Stomwater Management Facility
 - Trail Connections

Prepared for:
Government of
Yukon



DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:1,000
PROJECT #:

November, 2021

Parcel A - Recommended Layout - Land Use Summary

	Ha	Ac	
Gross Plan Area	12.66	31.27	
Net Plan Area	12.66	31.27	
Land Use	Ha	Ac	% NPA
Residential	8.08	19.97	63.9%
<i>R1 - Larger Lot</i>	2.03	5.02	16.1%
<i>R1 - Regular Lots</i>	6.05	14.95	47.8%
Open Space	2.04	5.05	16.1%
<i>Public Use</i>	1.63	4.02	12.9%
<i>Public Facility - Stormwater Management Facility</i>	0.42	1.03	3.3%
Transportation	2.53	6.25	20.0%
<i>Roadway</i>	2.53	6.25	20.0%
Total	12.7	31.3	100%
Total Lots	104		
Considerations <ul style="list-style-type: none"> • Variety of lot shapes, sizes and price points • Larger lots at the north end provide a transition between existing acreages and new higher density residential • More organic street layout • Several smaller connected greenspaces • Connected trail network 			



Parcel C
Layout 2
Dome Road

- Legend:
- Residential - Medium Density Serviced
 - Roadway
 - Trail Connections

Prepared for:
Government of
Yukon

 **Stantec**
#1100, 4900-50th Street, Red Deer, AB T4N1X7
Ph: (403) 341-3320 Fx: (403) 342-0969

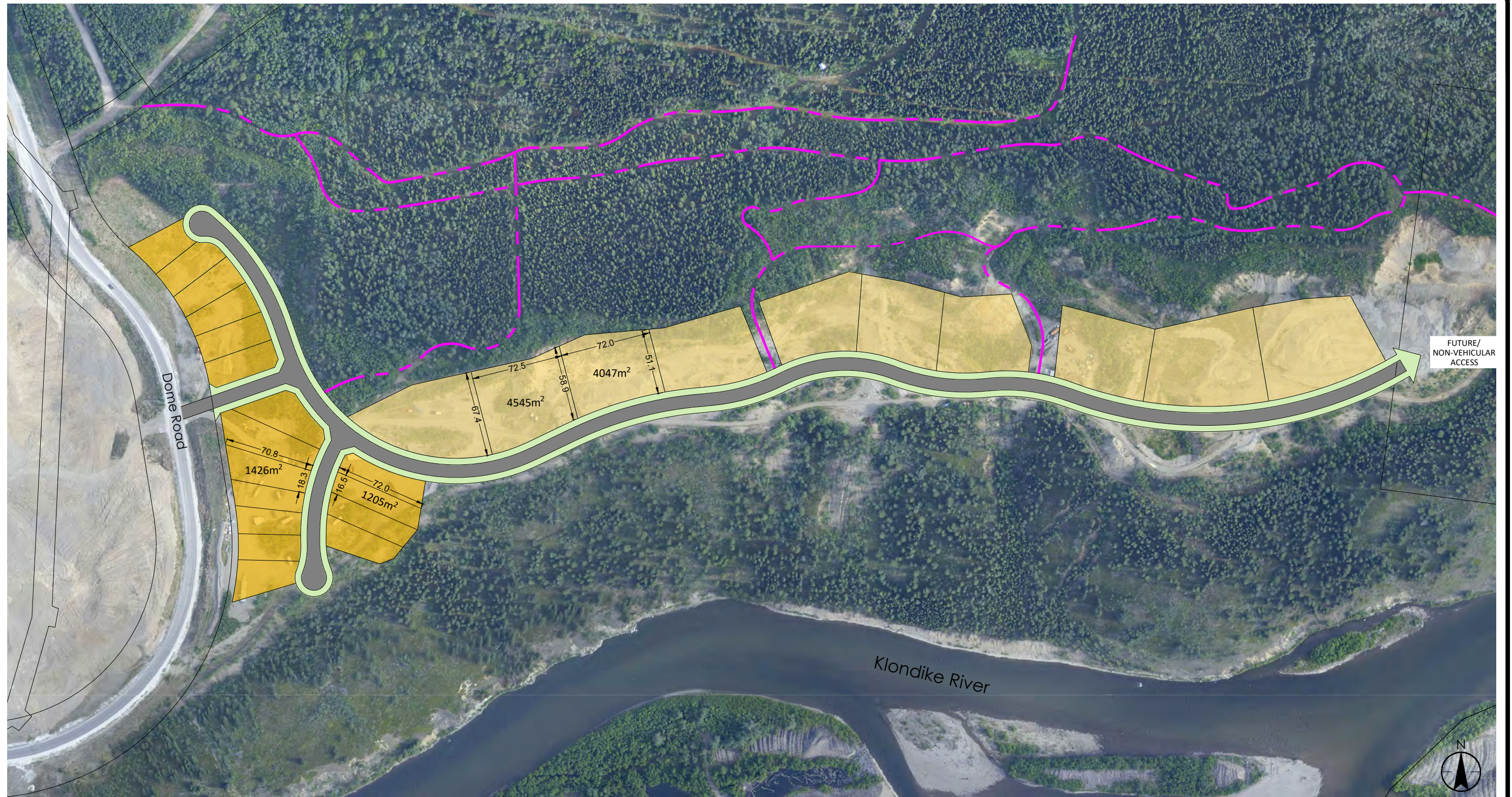
DRAWN BY: SAS
CHECKED BY: GCL
SCALE: NTS
PROJECT #: 1128

October, 2021

Parcel C - Layout 2 - Land Use Summary

	Ha	Ac	
Gross Plan Area	9.55	23.59	
Net Plan Area	9.55	23.59	
Land Use	Ha	Ac	% NPA
Residential	6.74	16.65	70.6%
<i>R1 - Regular Lots</i>	6.74	16.65	70.6%
Open Space	0.23	0.57	2.4%
<i>Public Use</i>	0.23	0.57	2.4%
Transportation	2.59	6.39	27.1%
<i>Roadway</i>	2.59	6.39	27.1%
Total	9.56	23.62	100%
Total Lots	66		
Considerations			
<ul style="list-style-type: none">•All serviced lots along a single loaded road•Inefficient and expensive to provide piped water and sewer on a single loaded road•Great views and connec. on to ski trails•Potentially too many residents for subdivision with a single access road•More lots will increase traffic on Dome Road, potentially to capacity			

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Parcel C
Recommended Layout
Dome Road

****NOTE:**
The lotting and dimensions are
conceptual in nature. Final lot
sizes to be determined at
time of subdivision.

- Legend:**
- R1 Zone (Single Detached & Duplex Residential) 17 Lots
 - R3 Zone (Country Residential) 10 Lots
 - Roadway
 - Existing Ski Trails & Connections
- **All dimensions shown are in metres.**

Prepared for:
Government of
Yukon

DRAWN BY: SAS
CHECKED BY: GCL
SCALE: NTS
PROJECT #: 1128

Stantec
#1100, 4900-50th Street, Red Deer, AB T4N1X7
Ph: (403) 341-3320 Fx: (403) 342-0969

November, 2021

Parcel C -Recommended Layout - Land Use Summary

	Ha	Ac	
Gross Plan Area	9.55	23.59	
Net Plan Area	9.55	23.59	
Land Use	Ha	Ac	% NPA
Residential	6.74	16.65	70.6%
<i>R3 - Acreage Lot</i>	4.64	11.46	48.6%
<i>R1 - Regular Lots</i>	2.10	5.19	22.0%
Open Space	0.23	0.57	2.4%
<i>Public Use</i>	0.23	0.57	2.4%
Transportation	2.59	6.39	27.1%
<i>Roadway</i>	2.59	6.39	27.1%
Total	9.56	23.61	100%
Total Lots	27 (17 Serviced, 10 Acreage)		
Considerations			
<ul style="list-style-type: none">•All serviced lots along a single loaded road•Inefficient and expensive to provide piped water and sewer on a single loaded road•Great views and connec. on to ski trails•Potentially too many residents for subdivision with a single access road•More lots will increase traffic on Dome Road, potentially to capacity			



Parcel D/F
Layout 2
Dome Road

- Legend:
- Recreational
 - R1 Zone (Single Detached and Duplex Residential) 11 Single & 20 Duplex
 - R2 Zone (Multi-Unit Residential) 20 Townhome & 16 Multifamily
 - Out Parcel - Private
 - Open Space
 - Community Amenity / Playground
 - Storm Pond
 - Plan Boundary

Prepared for:
Government of
Yukon

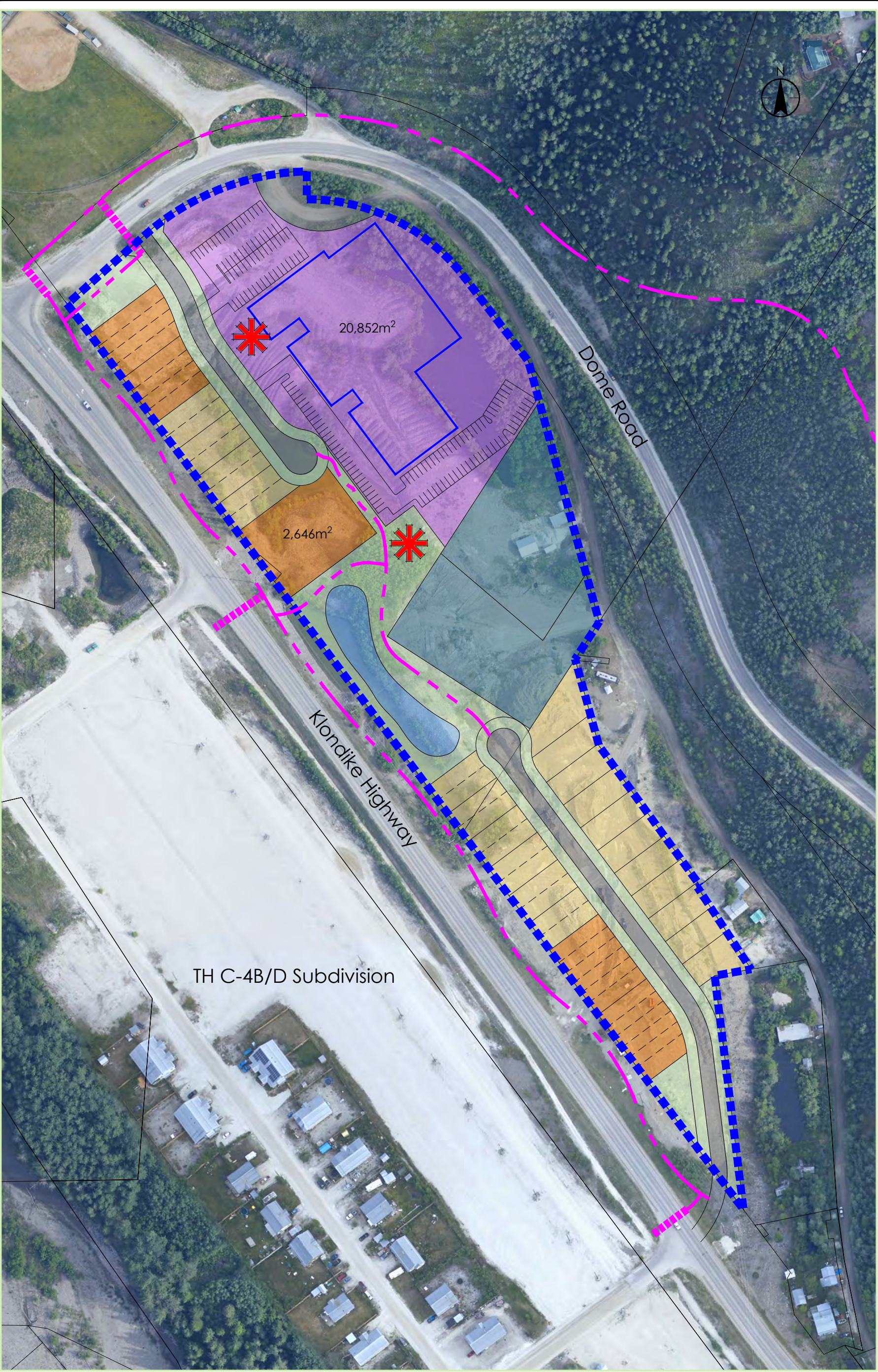
Stantec
#1100, 4900-50th Street, Red Deer, AB T4N1X7
Ph:(403) 341-3320 Fx:(403) 342-0969

DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:2,000
PROJECT #:

December, 2021

Parcel D/F - Layout 2 - Land Use Summary

	Ha	Ac	
Gross Plan Area	6.07	15.00	
Net Plan Area	6.07	15.00	
Land Use	Ha	Ac	% NPA
Residential	2.59	6.40	42.7%
<i>R1 - Single Family</i>	<i>0.59</i>	<i>1.46</i>	<i>9.7%</i>
<i>R1 - Duplex</i>	<i>0.42</i>	<i>1.04</i>	<i>6.9%</i>
<i>R2 - Townhome</i>	<i>0.28</i>	<i>0.69</i>	<i>4.6%</i>
<i>R2 - Site/Condo</i>	<i>1.30</i>	<i>3.21</i>	<i>21.4%</i>
Rec Center	1.70	4.20	28.0%
Open Space	0.30	0.74	4.9%
<i>Public Use</i>	<i>0.20</i>	<i>0.49</i>	<i>3.3%</i>
<i>Public Facility - Stormwater Management Facility</i>	<i>0.10</i>	<i>0.25</i>	<i>1.6%</i>
Public Utility Lot	0.00	0.00	0.0%
<i>Lift Station</i>	<i>0.00</i>	<i>0.00</i>	<i>0.0%</i>
Transportation	1.49	3.68	24.5%
<i>Roadway</i>	<i>1.49</i>	<i>3.68</i>	<i>24.5%</i>
Total	6.08	15.02	100%
Total Lots	111 (11 Single Family, 20 duplex, 20 town homes, approx 60 multi family units)		
Considerations <ul style="list-style-type: none">•Through-road provides direct connec. ons•Through-road takes up land and has limited frontage•Dome Road access to the Rec Centre is near the curve (not ideal)•Difficult to provide larger Rec Centre parcel•Fewer few simple lots (duplex and townhome lots)•Condo sites have irregular shapes thus less efficient to develop•More flexibility for access for the private parcel in the centre•Rec Centre will be partly within footprint of existing tailings ponds (more challenging from a geotechnical perspective)			



Parcel D/F
Rec. Layout
Dome Road

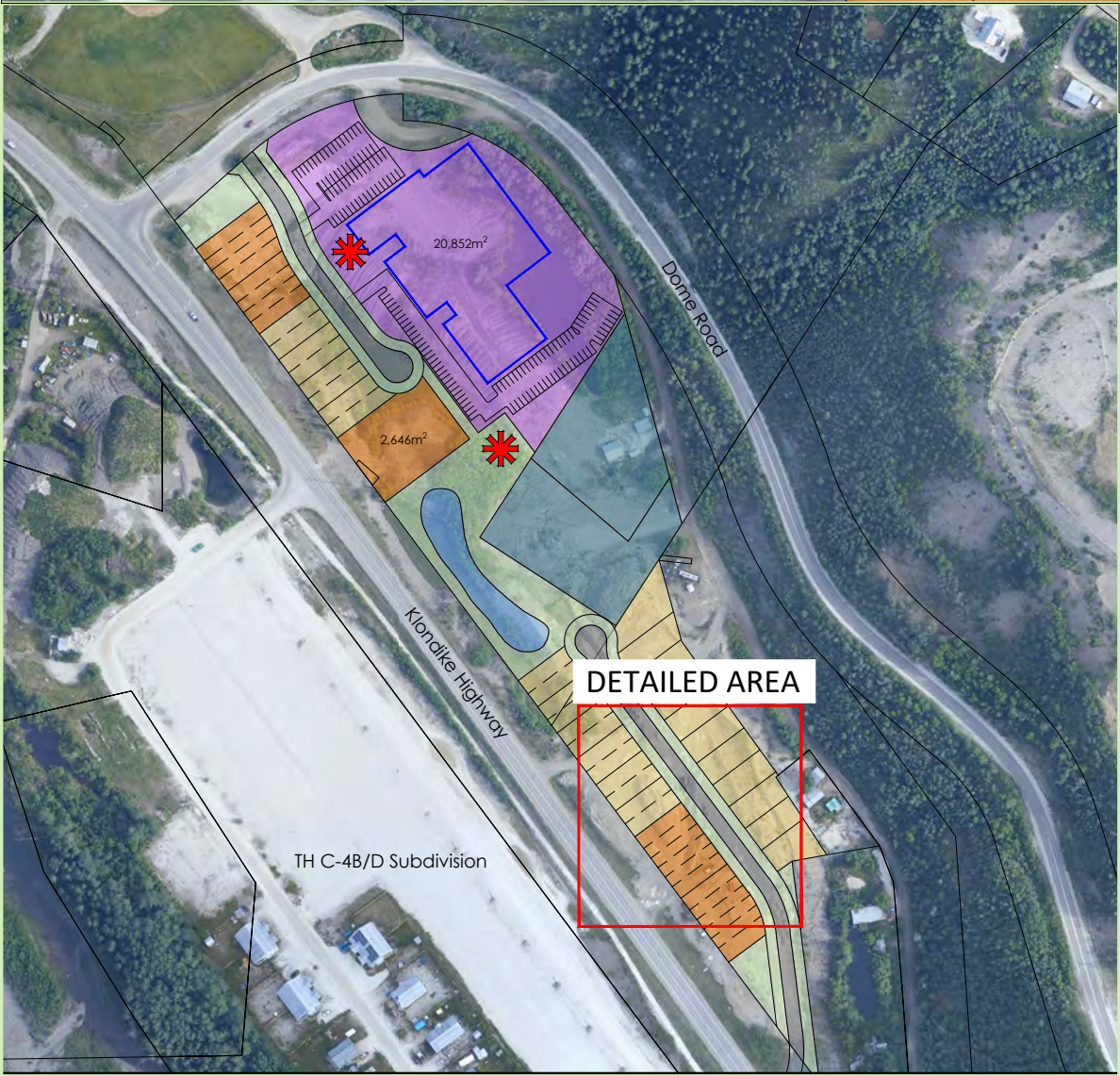
- Legend:
- Recreational
 - R1 Zone (Single Detached and Duplex Residential) 11 Single & 20 Duplex
 - R2 Zone (Multi-Unit Residential) 20 Townhome & 16 Condominium
 - Out Parcel - Private
 - Open Space
 - Community Amenity / Playground
 - Storm Pond
 - Plan Boundary

Prepared for:
Government
of Yukon

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SCALE: 1:2,000
PROJECT #:

November, 2021



****NOTE:**
The lotting and dimensions are conceptual in nature. Final lot sizes to be determined at time of subdivision.

****All dimensions shown are in metres.**

Parcel D/F
Rec. Layout
Dome Road

- Legend:**
- Recreational
 - R1 Zone (Single Detached and Duplex Residential)
 - R2 Zone (Multi-Unit Residential)
 - Out Parcel - Private
 - Open Space
 - Storm Pond
 - Plan Boundary

Prepared for:
Government
of Yukon

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DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:2,000
PROJECT #:

November, 2021

Parcel D/F - Recommended Layout - Land Use Summary

	Ha	Ac	
Gross Plan Area	6.07	15.00	
Net Plan Area	6.07	15.00	
Land Use	Ha	Ac	% NPA
Residential	2.00	4.94	32.9%
<i>R1 - Single Family</i>	<i>0.59</i>	<i>1.46</i>	<i>9.7%</i>
<i>R1 - Duplex</i>	<i>0.62</i>	<i>1.53</i>	<i>10.2%</i>
<i>R2 - Townhome</i>	<i>0.52</i>	<i>1.28</i>	<i>8.6%</i>
<i>R2 - Site/Condo</i>	<i>0.27</i>	<i>0.67</i>	<i>4.4%</i>
Rec Center	2.30	5.68	37.9%
Open Space	0.65	1.61	10.7%
<i>Public Use</i>	<i>0.66</i>	<i>1.64</i>	<i>11.1%</i>
<i>Public Facility - Stormwater Management Facility</i>	<i>0.19</i>	<i>0.47</i>	<i>3.2%</i>
Public Utility Lot	0.10	0.24	1.6%
<i>Lift Station</i>	<i>0.10</i>	<i>0.24</i>	<i>1.6%</i>
Transportation	1.03	2.55	17.0%
<i>Roadway</i>	<i>1.03</i>	<i>2.55</i>	<i>17.0%</i>
Total	6.08	15.01	100%
Total Lots	67 (11 Single Family, 20 duplex, 20 town homes, approx 16 multi family units)		

Considerations

- Two cul-de-sacs leaves a central greenspace
- Efficient use of roadways
- Most of the building footprints are not within exis. ng tailings ponds (ideal from a geotechnical perspective)
- Condo sites are rectangular, which makes them more developable
- No through traffic to Rec Centre for south residential area which is ideal
- Access road connecting to the Dome Road is further from the Highway intersection, which is preferred

To: Ben Campbell
Senior Project Manager, YG LDB
File: 144903058

From: Stantec Architecture Ltd
Date: November 23, 2021

Reference: City of Dawson Growth Concerns

CONTEXT

Housing is a challenge in Dawson; there is a shortage of homes for both permanent, year-round residents and temporary summer workers. The challenge of housing is multi-faceted; ageing historic housing, privately-held undeveloped lands in the Historic Townsite, existing mining interests throughout the Klondike Valley, and the lack of easily-serviceable development lands have added to this problem. Inadequate housing stock, high costs, limited availability of housing options for existing residents have led to difficulty attracting and retaining residents. To strengthen the economy, continue to improve the quality of life for Dawson residents, and build on local community assets, the housing issues facing Dawson need to be addressed.

The Dome Road Subdivision is one of the few easily serviceable development areas in Dawson and is the last developable area near the Historic Townsite that will allow for the efficient development of many serviced lots. Any new serviced or unserviced development outside of Dawson's Historic Townsite will require extensive new infrastructure and related capital costs. Due to the Dome Road Subdivision's proximity to the Historic Townsite, this area represents a critically important opportunity to responsibly introduce new housing for the community, within walking distance to the community's amenities; as such, the Government of Yukon (YG) and the City of Dawson need to work together to carefully manage the development of this area.

The Dome Road Subdivision development will consist of three separate areas (Parcels A, C and D/ F), each with a layout designed to reflect its unique site conditions, geography, and connections to surrounding areas. Once developed, these lots will help meet the community's short- and long-term housing needs by providing a range of different housing options. Developing serviced rather than unserviced lots in the Dome Road Subdivision area is being done to promote community sustainability by reducing the overall land area required for new homes, minimizing the length of roadways and servicing required, and allowing residents to walk or cycle to the Historic Townsite. These homes will also not require homeowners to understand, operate, manage, and maintain individual wells and septic fields. In the long-term, serviced lots will reduce costs and challenges for both the City and homeowner.

OFFICIAL COMMUNITY PLAN AND COUNCIL DIRECTION

The City of Dawson Official Community Plan (OCP) recognizes and prioritizes the need for compact development to increase sustainability. The following OCP policies relate to the Dome Road Subdivision:

- Promote the development of continuous and compact development in order to reduce the infrastructure required and its associated costs.
- Where possible, consider extending piped water and sanitary services to areas of the community that are not connected to these services.
- Increase the capacity of the existing water and sanitary servicing systems to accommodate future community growth and system expansion.
- Meet the needs of Dawson's diverse population by encouraging the development of a range of housing types.
- Investigate the suitability of the Slinky Mine (Dome Road) area for new residential development.

Reference: City of Dawson Growth Concerns

This direction was further confirmed by the City of Dawson Council in 2019 when they passed a resolution directing Administration to begin preliminary planning work for the Dome Road future residential area and indicated the development should be connected to municipal water and sewer services in order to maximize the developable land available and encourage density through smaller lots.

ANTICIPATED GROWTH

During the planning of the Dome Road Subdivision, residents were engaged several times. Some residents voiced concerns about potential negative impacts that population growth could have on the school, roads, servicing infrastructure, community amenities, and the local way of life. Although the Dome Road Subdivision is the current development being considered, growth will occur regardless of whether the Dome Road Subdivision is developed. Potential negative impacts that residents voiced may be felt regardless of where new lots are developed.

When considering this concern, it is important to recognize the Dome Road Subdivision lots proposed will be developed over the next 15 to 20 years or longer if the population growth in the community is slower than predicted. The development will be phased to allow for various housing options and price points to be introduced as needed and to ensure efficient use of new and existing infrastructure. This gradual introduction of new lots, and associated new residents into the community, will allow for slow and progressive municipal consideration of any decisions that may be required to accommodate the new growth.

Population Projections

In 2019, the Yukon Bureau of Statistics (YBS) provided population projections for Dawson to 2040. At this time, YBS has projected that, under the preferred or anticipated scenario, the population of Dawson will be 3,480 in 2040, an increase of 1,157 people, or 49.8%, from 2018 (See Figure 1). Predicting population growth is difficult. Actual rates will depend on regional economic factors, internal and external demographic trends, the housing market, and community amenities.

Dome Road Subdivision

The following tables illustrate the anticipated population growth associated with the Dome Road Subdivision. Table 1 below illustrates the number of lots estimated for each of the three development parcels of the Dome Road Subdivision.

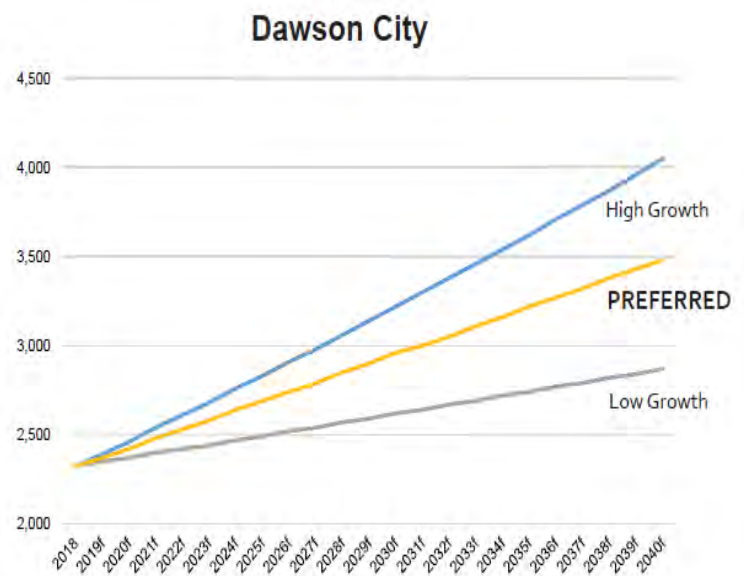


Figure 1. Population projections from Yukon Bureau of Statistics

Reference: City of Dawson Growth Concerns

Table 1 – Dome Road Subdivision total dwelling units, by parcel

	Dwelling Units	% of Stock
Dome Road - Total Housing Stock	198	100%
Parcel A (Serviced Single Family)	104	52.5%
Parcel C (Serviced Single Family and Rural Acreages)	27	13.6%
Parcel D/ F	67	33.8%
<i>Serviced Single Family</i>	<i>11</i>	<i>5.6%</i>
<i>Duplex Units</i>	<i>20</i>	<i>10.1%</i>
<i>Townhouses</i>	<i>20</i>	<i>10.1%</i>
<i>Multi-family units</i>	<i>16</i>	<i>8.1%</i>

Table 2 below illustrates how lots may be released for sale over time. As shown, there are 198 total dwelling units proposed for the Dome Road Subdivision, with dwelling units being sold over a 17-year period, with an estimate of 396 residents when the development is complete. Using the lot-release information provided, this population represents an increase of 20 to 30 people per year and within the YBS population projections for Dawson to 2040.

As shown in Table 2, annual population increases associated with the Dome Road subdivision will range from 20-60 new residents per year and will be based on the type of housing and number of dwelling units being introduced. In addition to estimating the number of new residents per year, an estimate of the number of new school-aged children per year has also been included. To prepare this estimate, the City's 2021 demographic information was used as collected by YBS which showed that 12% of the community's existing population is school-aged. This rate was then applied to the estimated population for the Dome Road Subdivision area.

Table 2 – Dome Road Subdivision potential lot release plan and associated population estimations, by year

Lot Release Year ¹	Description	Parcel	Lots	Dwelling Units	Estimated Population	
					Total ²	K-12 ³
1	2 Duplexes (4 units), 8 Townhouses	Parcel F	6	16	32	4
2	Single family	Parcel A	10	10	20	2
3	Single family	Parcel A	10	10	20	2
4	Single family	Parcel A	10	10	20	2
5	Single family	Parcel A	10	10	20	2
6	Multi-family	Parcel F	1	16	32	4
7	Single family	Parcel A	10	10	20	2
8	Single family	Parcel A	10	10	20	2
9	3 Duplex lots (6 units), 10 Townhouses	Parcel D	6	16	32	4

¹ Based on the potential size of each phase, a 17-year land release was assumed for the Dome Road Subdivision. The actual construction of lots and their release into the market can differ.

² Estimate is based on an average household of 2.0 ppl per household, from the 2016 Stats Canada Census.

³ The number of school-age children anticipated in Dome Road Subdivision (K-12 at 12%) is derived using the age distributions reported by the YBS for June 2021.

Reference: City of Dawson Growth Concerns

Lot Release Year ¹	Description	Parcel	Lots	Dwelling Units	Estimated Population	
					Total ²	K-12 ³
10	3 Duplex lots (6 units), 11 Townhouses	Parcel D	7	10	20	2
11	3 Duplex lots (6 units), 6 Townhouses	Parcel D	46	9	20	2
12	Single family	Parcel A	10	10	20	2
13	Single family	Parcel A	10	10	20	2
14	Single family	Parcel A	10	10	20	2
15	Single family	Parcel A	10	14	28	3
16	Single family	Parcel C	17	17	34	4
17	Single family	Parcel C	10	10	20	2
				198	396	48

INFRASTRUCTURE COSTS

Communities should be designed to be resilient and able to adapt to changing conditions such as growth rates, demographics, regional context, energy prices, local lifestyle, climate, residents' needs, and preferences. Cost-effective communities are designed with consideration for construction, long-term maintenance, operation, and affordability. The Dome Road Subdivision must be designed and constructed to ensure a sustainable and healthy lifecycle.

At the direction of Dawson City Council, the Dome Road Subdivision has been designed with municipal servicing; however, one of the concerns expressed during community engagement was regarding the cost of installing and maintaining servicing infrastructure for the Dome Road Subdivision.

As described in the previous section, the Dome Road Subdivision will develop in phases over 15 to 20 years or more. YG, as the developer, will pay for and install all the initial infrastructure and be responsible for it during construction and until the end of a post-construction warranty period. This includes all roadways, sidewalks, trails, servicing pipelines, and landscaping. After the Final Acceptance Certificate is issued, the City will take over ownership of all the infrastructure and its future maintenance. While a typical warranty period is one year following the issue of a Construction Completion Certificate the City and YG will determine the length of the warranty period and any other expectations through their Development Agreement process.

Lifecycle and Replacement

A community that is well planned, designed, and constructed should operate for 20 to 30 years before major replacements are required. As shown in Table 3, the typical lifespan of community infrastructure varies and is impacted by a variety of factors including how it is maintained and operated, the local climate and ground conditions, how well it is installed, and the specific materials and systems selected.

Reference: City of Dawson Growth Concerns

Table 3 – Typical infrastructure lifecycle

Infrastructure Type		Lifecycle	Factors That Will Impact Lifecycle
Roadways		10 to 20 years	Temperature, precipitation (e.g., snow, rain), traffic and vehicle loads, maintenance, subbase and subgrade material, installation conditions and methods, drainage.
Underground servicing	<i>Sanitary mains</i>	Up to 100 years	Operating conditions (e.g., temperature and pressure), pipe material, external pipe loading (e.g., traffic, groundwater), contaminated surrounding material, installation conditions and methods, maintenance.
	<i>Water mains</i>		
	<i>Storm main</i>		
Above ground servicing	<i>Booster station</i>	Up to 50 years	Installation conditions and methods, regular maintenance, technology advances.
	<i>Lift station</i>		

Operation and Maintenance

We understand that the City of Dawson's administration is concerned about the operation and maintenance (O&M) of the Dome Road Subdivision infrastructure. This development is significant for the region and maintaining its new infrastructure will impact both the municipal budget and departmental capacity. As shown in Table 4, estimated annual O&M costs are impacted in the same way as lifecycle estimations for the same infrastructure. Although concerns about the O&M requirements of the Dome Road Subdivision's infrastructure are justified, the development will be phased over 15 to 20 years with costs and responsibilities being introduced gradually. In addition, this infrastructure will be new and thus relatively less expensive or demanding up-front to maintain, as compared to older infrastructure existing throughout the community.

Table 4 – Estimate of O&M costs

Infrastructure Type		Cost/year	Factors that Will Impact O&M
Roadways		Dependent on City level of standard	Temperature, precipitation (e.g., snow and rain), traffic and vehicle loads, maintenance, subbase and subgrade material, installation conditions and methods, frequency of snow clearing, and drainage.
Underground servicing	<i>Sanity Mains</i>	\$2,000	Operating conditions (e.g., temperature and pressure), pipe material, external pipe loading (e.g., traffic, groundwater), contaminated surrounding material, installation conditions and methods, maintenance. O&M will be comparable in all municipal development.
	<i>Water Mains</i>		
	<i>Storm Main</i>		
Above ground servicing	<i>Booster Station</i>	\$15,000	Installation conditions and methods, water/ wastewater quality, equipment maintenance requirements, equipment materials, SCADA / programming requirements (fees), and training. The lift station is intended to service an area greater than the Dome Road Subdivision.
	<i>Lift Station</i>		
Parks and Landscape		Dependent on City level of standard	Installation conditions and methods, temperature, precipitation amounts, and type of vegetation and park equipment selected.

Reference: City of Dawson Growth Concerns

Notwithstanding what has been provided above, the City of Dawson's expected level of service will have significant impacts to the overall lifecycle of infrastructure and the costs required for O&M and a more detailed estimate of costs could be developed with support from the City administration based on the level of service and maintenance desired. To truly understand the impacts of the Dome Road Subdivision, the following information would be required:

- What: O&M activity to be carried out
- When: the frequency of this activity
- Who: the human resources required for the task, the current capacity of current staff
- With what: what are the materials, spare parts, tools, and equipment needed

Other Considerations

To further describe information about the Dome Road Subdivision's required municipal infrastructure, items have been grouped into the three separate categories as listed below.

1. **Off-Site Infrastructure Improvements:** Related to the water supply and sanitary system at a community level. Examples include the community's wastewater lagoon and drinking water reservoir.
2. **Development Extensions and Upgrades:** Off-site improvements that only benefit the Dome Road Subdivision. Examples include water and sanitary extensions from Klondike Highway to Parcels A & C, trails, potential Dome Road widening, improvements at the intersection of Dome Road and the Klondike Highway, and servicing for the new recreation facility.
3. **On-Site Development:** Development cost of the individual parcels including internal roadways, piped servicing, grading, stormwater ditches and management, electrical, and open space.

Off-Site Infrastructure Improvements

- **Water Reservoir and Sewage Lagoon**
Dawson is in the unique situation that both the water reservoir and wastewater lagoon systems need to be replaced; both facilities are currently insufficient and will not meet the community's future needs. These new facilities should be planned and designed to accommodate the 25-year growth scenario which includes the build-out of the Dome Road Subdivision. These replacements are not directly related to the requirements of the Dome Road area and would be needed even if no new lots were being planned elsewhere in the community. For the community-wide infrastructure, such as the water reservoir and sewage lagoon, the costs would not be included in the Dome Road Subdivision lots. Also, as the new water reservoir and lagoon have not yet been designed, it is not yet known how O&M for these new systems will compare to the O&M of the existing systems. Prior to the life cycle analysis on community-wide infrastructure, it is difficult to accurately determine the O&M costs directly associated with the Dome Road Subdivision.

Development Extensions and Upgrades

- **Water and Wastewater Connections**
The Dome Road Subdivision will require significant infrastructure to connect water and wastewater for to service lots in Parcels A and C. This infrastructure cannot be easily phased but must be built and

Reference: City of Dawson Growth Concerns

connected to supply water and sewer services to the very first developed lots. Phasing of construction and timing of lot sales will need to be considered together and carefully planned.

- **Inefficiencies**

It is understood that the infrastructure for Parcel A will operate inefficiently until full build-out of the homes. The implications of this inefficiency will depend on the timing of population growth, lot absorption rate, and speed at which homes are built and occupied.

For the booster station, a variable frequency device (VFD) could be installed to help adjust the pump speeds to accommodate the demand throughout the system or if full build-out requires three pumps, only two could be installed at the start of the development. For the lift station, smaller pumps could be installed at the start of the development or full build-out pumps could be installed but the impeller size would change as the demand changes.

On-Site Development

On-site development costs include all components within Parcels A, C and D/ F required to bring the lots to market. All developable land with the City of Dawson has unique challenges and considerations that will impact how it is serviced and the cost of servicing. On-site development costs should be comparable regardless of where the development is located within the community; servicing to individual lots along Dome Road will not be significantly more expensive than servicing similar lots elsewhere. The number and size of lots and the overall density of the development will have the greatest impact on affordability.

CONCLUSION

At full build-out, Dome Road Subdivision will be a significant new neighbourhood, home to many new residents and housing units. With this growth will come additional capital spending and capacity pressure. We understand that the Dome Road Subdivision is daunting based on its scale; the community has not seen the development of this many lots since the Historic Townsite; however, it is an important project to address critical housing issues in Dawson.

The Dome Road Subdivision represents one of the City's only unincumbered development areas that can be used to support new residential development; as such, it must be completed in a responsible and sustainable manner, allowing for increased density, infrastructure efficiencies, and an ability to preserve natural areas. Although at first glance this development may seem overwhelming, it will be phased over 15 to 20-years and constructed based on market demand and responsible capital spending. As the development progresses and the community grows, so too will the property tax base, economic opportunities, community amenities, and municipal operations making the development more approachable as it goes along. Also, as development proceeds, Mayor and Council will be able to use the information provided in this memo, as modified based on the land release schedule, to monitor population estimates and anticipate the increased growth associated with the development, making decisions regarding future community needs well in advance.

Like with any new development, the Dome Road Subdivision has its challenges and will require additional O&M efforts and funds; this is true with every development. To reduce these costs, the Dome Road Subdivision has been carefully planned to increase density and thus reduce the amount of infrastructure and cost per person, it will also need to be constructed to meet or exceed municipal standards. Every aspect of the Dome Road Subdivision should be carefully reviewed to ensure the life cycle of the asset can be maximized when combined with appropriate maintenance and management. Asset management plans and

November 23, 2021

Ben Campbell

Page 8 of 8

Reference: City of Dawson Growth Concerns

defined levels of service/ standards can also assist with O&M budget planning and increasing the lifecycle of assets.

Next Steps

Future stages of the Dome Road Subdivision planning and design work will include an overall servicing study, additional detailed technical reports, phase-based detail design and various applications to ensure that best practices are being applied. Following the completion of the various studies and reports, land release strategies will need to be completed to determine how much land will be developed at a time. These strategies must consider alignment with market demand to ensure the appropriate number and type of lots are available to the public at any given time; and the construction, capacity, and timing of community-wide infrastructure and efficiencies related to construction cost.

DOME ROAD MASTER PLAN (SECTION SUMMARY)

OPINION OF PROBABLE COST (+/-40%)

Item #	Description	
NEIGHBOURHOOD IMPROVEMENTS		
SECTION A. GENERAL REQUIREMENTS		SECTION SUBTOTAL
1.0	Mobilization & Demobilization (added in Parcel Breakdown)	\$ 691,000
2.0	Traffic Control	
3.0	Utility Coordination	
4.0	Construction Survey	
5.0	Utilization of City Forces	
6.0	Off-site Trails	
7.0	Legal Survey	
8.0	Additional Studies (Geotechnical, Asbestos)	
SECTION B. KLONDIKE HWY & DOME RD INTERSECTION ⁽²⁾		SECTION SUBTOTAL
1.1	BST Milling	\$ 182,325
1.2	Subgrade Preparation	
1.3	Sub-base, 1050mm depth	
1.4	Base, 150mm depth	
1.5	BST Resurfacing	
SECTION C. DOME ROAD RESURFACING ⁽²⁾		SECTION SUBTOTAL
1.1	Dome Road BST Milling	\$ 703,800
1.2	Dome Road Base, 150mm depth	
1.3	Dome Road, BST Resurfacing	
SECTION D. DOME ROAD WET WELL (from Reservoir Replacement Conceptual Design Report, AE)		SECTION SUBTOTAL
1.1	30 L/s Pump Station (incl. bldg, wet well, FCV, PRV and valve chamber)	\$ 7,488,000
1.2	95 L/s Fire Pump	
1.3	250 mm Fire Flow PRV (incl. process piping and valves - housed in Pump Bldg)	
1.4	Valve Chamber	
1.5	100 mm Flow Control Valve at WTP	
1.6	Upgrades to WTP Collision Boiler	
1.7	Site Servicing (Electrical)	
1.8	450 kW Backup Generator (house in separate enclosure)	
1.9	Fiber Optic Line to Pump Bldg	
1.10	Dome Road Lift Station Replacement ⁽²⁾	
SECTION E. WATER, SANITARY, & POWER TO AREAS		SECTION SUBTOTAL
1.1	Trenching & Native Backfill for Water Distribution System (All depths and pipe sizes/materials)	\$ 3,910,000
1.2	Trenching & Native Backfill for Sanitary Distribution System (All depths and pipe sizes/materials)	
1.3	Supply & Install 200mm PVC Water Main (All Depths)	
1.4	Supply & Install 200mm Insulated Sanitary Main (All Depths)	
1.5	Power Poles (every 60 m along roadways)	
SECTION F.		SECTION SUBTOTAL
1.1	Contingency (20%)	\$ 4,152,040
1.2	Detailed Design and Construction Management (12%)	

Item #	Description	
PARCEL DEVELOPMENT		
SECTION G. PARCEL A - OPTION 2		
Item #	Description	SECTION SUBTOTAL
1.0	GENERAL REQUIREMENT	\$ 8,458,623
2.0	AREA GRADING	
3.0	WATER & SANITARY MAIN	
4.0	WATER & SANITARY SERVICES	
5.0	POWER & TELEPHONE	
6.0	ROAD	
7.0	MISC.	
8.0	CONTINGENCY AND ENG. FEES	
SECTION H. PARCEL C - OPTION 1		
Item #	Description	SECTION SUBTOTAL
1.0	GENERAL REQUIREMENT	\$ 4,126,950
2.0	AREA GRADING	
3.0	WATER & SANITARY MAIN	
4.0	WATER & SANITARY SERVICES	
5.0	POWER & TELEPHONE	
6.0	ROAD	
7.0	MISC.	
8.0	CONTINGENCY AND ENG. FEES	
SECTION I. PARCEL D/F - OPTION 1		
Item #	Description	SECTION SUBTOTAL
1.0	GENERAL REQUIREMENT	\$ 3,899,227
2.0	AREA GRADING	
3.0	WATER & SANITARY MAIN	
4.0	WATER & SANITARY SERVICES	
5.0	POWER & TELEPHONE	
6.0	ROAD	
7.0	MISC.	
8.0	CONTINGENCY AND ENG. FEES	
TOTAL		\$ 33,611,965

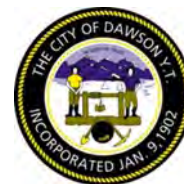
The Opinion of Probable Cost (OPC) (+/-40%) was developed with a 20% contingency, for the high-level scope of new construction based on estimated detailed engineering design, construction administration/inspection, surveying and project management; consulting services for a site-specific regulatory submission and permitting; estimated area and quantity measurements. Quantities may vary based on a topographic survey and detailed design.

Any probable cost cannot consist of all contractor mobilization & demobilization and front-end costs, overhead and profit, as well as detailed schedule of values, which would require the review of drawings, specifications, and material schedules.

Stantec does not guarantee the accuracy of these costs and shall incur no liability where actual construction costs are exceeded. Costing has been developed with recently tendered comparisons.

- 1 The estimates of quantities for unit price items for this project are measured from the scaled conceptual drawings.
- 2 The infrastructure should be part of cost sharing as the Dome Road subdivision is not fully responsible for the improvements. Dome Road Subdivision should be responsible for a portion of these cost.
- 3 Parcel C requires that Parcel A also be serviced.
- 4 Unit rates reflect 2021 pricing. The OPC does not reflect multi-year construction nor multiple phases.

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

SUBJECT:	Klondike Development Organization (KDO) Appointment	
PREPARED BY:	Elizabeth Grenon (EA)	ATTACHMENTS:
DATE:	November 27, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATIONS

That Council appointments for KDO the following:

- Reappoint Colm Cairns as Council's representative for the Klondike Development Organization (KDO) Board for a two-year term.

ISSUE / PURPOSE

To review Council appointments for representatives to the KDO.

BACKGROUND SUMMARY

Resolution passed by Council at the November 20, 2019 Council meeting:


C19-23-11 Moved by Mayor Potoroka, seconded by Councillor Ayoub that council hereby reappoints Colm Cairns as council's representative for the Klondike Development Organization Board.
Motion Carried 4-0

C19-23-12 Moved by Mayor Potoroka, seconded by Councillor Shore that the term be two years for KDO.
Motion Carried 4-0

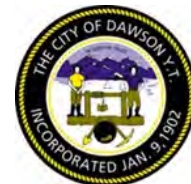
Colm Cairns was appointed as council's appointee for the KDO in 2019. The appointment term has expired.

The KDO Board is made up of five founding organizations: Chief Isaac Incorporated, City of Dawson, Dawson City Arts Society and Dawson City Chamber of Commerce. Each organization gets two seats on the board. Originally the City had a Council rep and a City staff rep. When the KDO started to develop their first property, the Council at the time felt that it would be in conflict to have a Council rep on the KDO board as KDO would be applying for funding or approaching the City for decision requests, etc.

The KDO lets the City determine how they want to appoint board members, but once they have a board member, they like to keep them as long as the member is still willing and participating. Colm Cairns was appointed by Council to the KDO board after council did a call out to the community for persons interested in representing the City from a resident perspective. Colm Cairns has been an active and contributing board member since 2016.

APPROVAL		
NAME:	Paul Robitaille, A/CAO	SIGNATURE: 
DATE:	December 3, 2021	

Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

AGENDA ITEM:	21-018 Billy Biggs’ – Municipal Historic Site Designation	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: - Bylaw #2021-08 - Letter from Minister Pillai - Building Condition Report
DATE:	December 3, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: ZBL 2018-19 OCP Heritage Bylaw Historic Resources Act		

RECOMMENDATION

It is respectfully recommended that Committee of the Whole forward the decision to Council to give Third Reading to Bylaw #2021-08.

ISSUE / PURPOSE

A nomination was submitted by Parks Canada for the designation of Billy Biggs' (Lot 10 Block HE Ladue Estate) as a Municipal Historic Site.



Figure 1. Billy Biggs' Blacksmith Shop

BACKGROUND SUMMARY

As per S. 8 of *Heritage Bylaw 2019-04*, Council, may by petition by any person or group of persons, designate any site as a Municipal historic Site if it determines that the site 'is an important illustration of the historic development of the Klondike Valley, or the natural historic of the peoples and cultures of the Klondike Valley Cultural Landscape'.

Bylaw #2021-08 passed First Reading on May 18, 2021, successfully passed a Public Hearing on June 1, 2021, and passed Second Reading July 13, 2021. The Building Condition Report and Yukon Heritage Resources Board Evaluation Criteria was presented to Council on May 11, 2021.

Heritage Bylaw 2019-04 outlines the required steps for designation of a Municipal Historic Site once a nomination has been received. The high-level steps for Municipal Historic Site designation are as follows:

1. Nomination received by Administration, research conducted, report written
2. Heritage Advisory Committee convene to review the nomination
3. Committee of the Whole convene to review the nomination
4. 1st Reading of the Bylaw
5. Notice on Intent sent to the Land Titles Office and the Minister of Tourism and Culture
6. Public advertisement and Public Hearing
7. 2nd and 3rd Reading of the Bylaw

At Council meeting #21-24 on November 24th, 2021, Council requested the following:

- **The apostrophes in Biggs' be correctly edited in the draft bylaw (*done*).**
- **More information on the historic value and condition of the building (*Building Condition Report attached*).**
- **Information regarding the tenure and plans for the building (*Parks Canada representative Travis Weber is attending this meeting as a delegation to discuss this matter*).**

ANALYSIS / DISCUSSION

The suitability for Billy Biggs' becoming a Municipal Historic Site was assessed using the Yukon Heritage Resources Board evaluation criteria for designation of historic sites. The majority of this analysis can be found within the original application as HAC accepted this as written, noting that it was comprehensive and required little additional comment.

Age

Excellent

Comments

Billy Biggs was erected in 1899, but there were subsequent additions added to the back between 1907 and 1924.

The first ownership information dates back to 1902. The proprietor of the Great Northern Hotel (Billy Biggs), at the time, was Douglas Hamilton. In 1907 the building was purchased by William Oakden. Following the death of William Oakden, Alexander Arkins "Billy" Biggs purchased the building by 1924. After Billy Biggs death in 1955, Fred Caley purchased the building no earlier than 1956. The Dawson City Museum and Historical Society looked after the building until it was purchased in 1970 by Parks Canada.

Composition

Very Good

Comments

The Great Northern Hotel, was a two-and-a-half-storey gabled building with a partial false front, its parapet wall stepping up to reveal the upper floor gable, creating a triangular pediment. This false front with applied black lettering for signage and large grade-level windows, created an arresting section of streetscape. The building possessed a balloon frame and horizontally assembled wood siding on its exterior. Between 1907 and 1924, one frame annex and two log annexes were added to the rear of the building, likely existing structures moved there from another location.

Integrity

Very Good

Comments

Character defining elements are:

- The building's relationship with Princess Street and Third Avenue, exemplified by it sitting flush to the sidewalk along Third Avenue, this sitting reflects the grid street layout and orientation of buildings typical of the 1897-98 survey;

- The building's low-height, and agglomeration of volumes that creates a largely continuous open volume of space and illustrates the building's evolution over time;
- The 'boomtown' type storefront and roof configuration in the single storey back portion of the building, that reflect the vernacular approach to building design typical of Dawson City in the years 1897-1913;
- The building's simple rustic wood exterior, wall and roof systems, the use (and reuse) of logs, rough-sawn planking, and other unadorned and minimally crafted materials, evidencing vernacular construction techniques and materials typical of utilitarian buildings in Dawson City in the years 1897-1913 and within the Dawson Historical Complex as a whole;
- The simple, symmetrical treatment of the Third Avenue façade, featuring large centrally-placed double doors flanked by pairs of multi lite windows.

Context

Excellent

Comments

Billy Biggs' is one of the few remaining structures from the Klondike Gold Rush. The heritage value of the building lies in:

- Its connections and services to the goldfields;
- The agglomeration of additions and modifications to the original structure, typical of the many and varied uses to which the building was put.
- Its ongoing historic relationship to the corner of Third Avenue and Princess Street, given the proximity of the building to the lot lines and boardwalk;
- Its visibility given its prominent location at a major Dawson intersection
- Townscape features of the 1896-1910 era including the orientation of lot lines and buildings, and the spatial relationship of built groupings of similar form, age and /or function within the townsite, for example, the grouping, Mme. Tremblay's, Klondike Kate's, Old Post Office or the grouping Klondike Thawing Machine Company, Westminster Hotel on the same block.
- Its relationship to the surrounding retail stores, hotels, and bars;
- Its form, materials and details, particularly on the street frontage, which reinforce nearby historic buildings such as Harrington's Store, Third Avenue Complex, West Boilershop and others.

Official Community Plan

Section 9 of the Official Community Plan contemplates Heritage Preservation. This proposal is in line with the identified long-term goal: "*Dawson's gold rush history is showcased by preserving key historical resources where possible.*"

Zoning Bylaw

The Zoning Bylaw contemplates heritage management only in areas that are impacted by the Heritage Management Plan character areas. The nominated site is situated in the Downtown Core of the character areas identified and thus would be subject to Heritage Advisory Committee review.

One issue to note is that the current building would be considered as non-conforming due to the absence of a rear setback (C1 zoning requires 5ft) and the encroachment into the alley. As per the *Municipal Act* and thus any structural alteration would not be permitted unless the whole property was brought into conformity with the Zoning Bylaw. Another issue to note is that there is currently an encroachment into the rear alley that would also impact any future development on the site. This would impact the ability to receive a development permit.

Heritage Management Plan

The nominated property is situated in the Downtown area of the Heritage Management Plan. This area best depicts the commercial core of Dawson during the Gold Rush and Billy Biggs' would be considered one of the unique remaining Gold-Rush-era buildings. One of the recommendations for the Downtown Management Area is that all buildings and structures should be protected by designation under the provisions of the *Yukon Historic Resources Act*. Further, any future conservation work on Billy Biggs' would be required to follow the *Design Guidelines for Architectural Conservation and Infill* and, should the building be subject to irreparable damage, reconstruction would be mandatory.

Heritage Resources Act


S. 37(1) of the *Historic Resources Act* gives municipal Councils the authority to designate by bylaw a municipal historic site. Eligible sites are those which have significant historic significance as contemplated in S. 15(1) of the *Act*, as follows:

A site may be designated as a historic site when Council is satisfied that the site is,

Whether in itself or because of historic resources or human remains discovered or believed to be at the site, an important illustration of

- a) the historic or pre-historic development of the Yukon or a specific locality in the Yukon, or of the peoples of the Yukon or locality and their respective cultures; or*
- b) the natural history of the Yukon or a specific locality in the Yukon,*

and has sufficient historic significance to be so designated.

APPROVAL		
NAME:	Paul Robitaille, Acting CAO	SIGNATURE: 
DATE:	December 3, 2021	



THE CITY OF DAWSON

Billy Biggs' Municipal Historic Site Bylaw

Bylaw No. 2021-08

WHEREAS section 265 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that a council may pass bylaws for municipal purposes; and

WHEREAS section 37(1) of the *Historic Resources Act* permits council to designate land and buildings as a Municipal Historic Site; and

WHEREAS council has given notice pursuant to Part 5, Section 39 of the *Historic Resources Act* of its intention to consider passing this bylaw; and

WHEREAS council considers that Billy Biggs' has heritage value or heritage character as defined in the *Heritage Bylaw*.

THEREFORE, pursuant to the provisions of the *Municipal Act* of the Yukon, the council of the City of Dawson, in open meeting assembled, **ENACT AS FOLLOWS:**

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the ***Billy Biggs' Municipal Historic Site Bylaw***.

2.00 Purpose

2.01 The purpose of this bylaw is to designate the building known as Billy Biggs' and the land on which it stands on defined by the legal limits of Lot 10 Block HE Ladue Estate Plan 8338A CLSR.

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act (RSY 2002, c. 125)* shall apply;
- (b) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (c) "city" means the City of Dawson;



THE CITY OF DAWSON

Billy Biggs' Municipal Historic Site Bylaw

Bylaw No. 2021-08

(d) "council" means the council of the City of Dawson.

PART II – APPLICATION

4.00 Municipal Historic Site

4.01 The building known as Billy Biggs' and the land on which it stands on defined by the legal limits of Lot 10 Block HE Ladue Estate Plan 8338A CLSR, as per Appendix 1 of this bylaw, is hereby designated as a Municipal Historic Site.

PART III – FORCE AND EFFECT

5.00 Severability

5.01 If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder unless the court makes an order to the contrary.

6.00 Enactment

6.01 This bylaw shall come into force on the day of the passing by council of the third and final reading.

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	May 18, 2021
PUBLIC HEARING	June 1, 2021
SECOND	July 13, 2021
THIRD and FINAL	

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore, CAO

Chief Administrative Officer



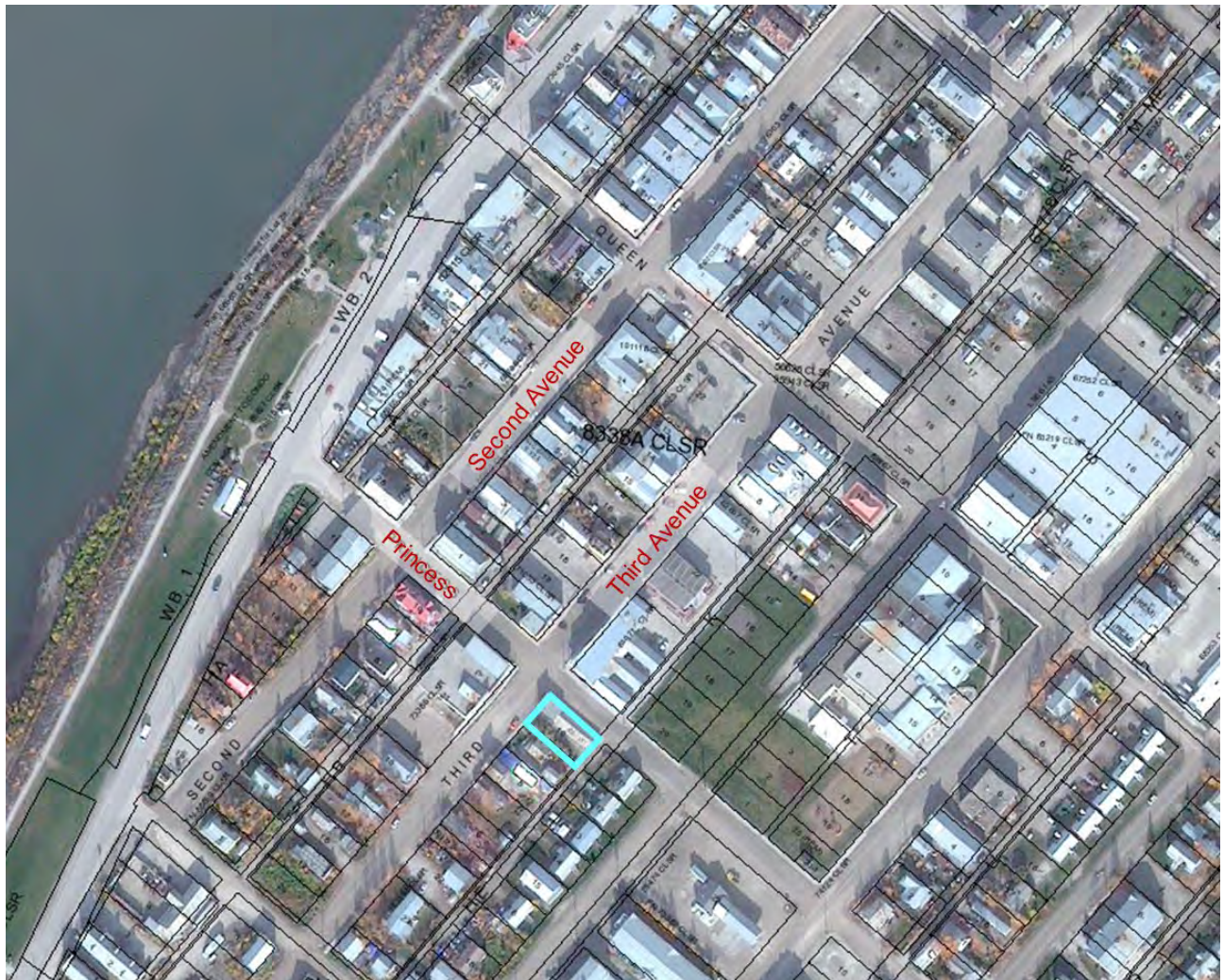
THE CITY OF DAWSON

Billy Biggs' Municipal Historic Site Bylaw

Bylaw No. 2021-08

PART IV – APPENDIX (APPENDICES)

Appendix 1. Location Map showing the Billy Biggs' Municipal Historic Site





September 16, 2021

Mayor Wayne Potoroka
City of Dawson
P.O. Box 308
Dawson City, Yukon
Y0B 1G0



Dear Mayor Potoroka:

Re: Billy Bigg's Municipal Historic Site

Thank you for your letter dated July 28, 2021 informing me of the City of Dawson's intent to designate Billy Bigg's as a Municipal Historic Site. Your letter satisfies the requirements of section 39(2)(a) of Yukon's Historic Resources Act.

I have forwarded your letter and documentation to the Historic Sites Unit, Cultural Services Branch. Should you require assistance with the designation process, please contact Rebecca Jansen, A/Manager, Historic Sites, at Rebecca.jansen@yukon.ca or (867) 667-8258.

I look forward to seeing this important community landmark designated a Dawson Municipal Historic Site.

Sincerely,



Ranj Pillai
Minister, Tourism and Culture



Klondike National Historic Sites
Dawson City, Yukon

BUILDING CONDITION REPORT

BILLY BIGGS' BLACKSMITH SHOP

2020



Based on a Condition Assessment prepared for the KNHS Adaptive Reuse Initiative by various PCA units:
Architectural & Engineering Services, Built Heritage, Cultural Resource Management, Project Delivery
Services – East, Yukon Field Unit; 2018-2020.



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1. EXECUTIVE SUMMARY

BILLY BIGGS' BLACKSMITH SHOP – Executive Summary

1.1. Purpose Objective

As a pilot project Parks Canada intends to submit two of its buildings for designation as Municipal Historic Sites. The sites have been chosen both for their significance and their adaptive reuse potential. Billy Biggs' Blacksmith Shop is one of the two sites chosen. This document seeks to provide accurate and current information on the building but also point out where further information or investigation is required. A physical investigation of the building informed this building condition assessment.

1.2. National Heritage Value

The Dawson Historical Complex was designated a national historic site of Canada for its association with the full extent (1896-1910) and impact of the Klondike Gold Rush. Within the national historic site are privately and publically-owned buildings with Parks Canada owning 28 in total. Billy Biggs' Blacksmith Shop has been identified as a cultural resource of national historic significance by the HSMBC. According to the Commemorative Integrity Statement (CIS), the heritage value of the building lies in its connections and services to the goldfields and the agglomeration of additions and modifications to the original structure, typical of the many and varied functions of the building. Though not a federal heritage building, the heritage value and character defining elements of Billy Biggs' Blacksmith Shop have been defined in a Statement of Heritage Value (SoHV).

1.3. Condition Assessment

It must be noted that in its current state Billy Biggs is not suited to support year-round human activities. The building requires a significant amount of rehabilitation to reach that state. The following ratings of building elements is based solely on its current use of a stabilized structure, and does not reflect its ability to or preparedness to support human activities normally associated with a building.

The condition of the building elements was assessed using non-invasive techniques. Each was rated according to the following system which evaluates damage or deterioration due to normal service conditions in the short term (1 to 5 years):

- Excellent: Functioning as intended; no deterioration observed.
- Good: Functioning as intended; normal deterioration observed; no maintenance anticipated within the next five years.
- Fair: Functioning as intended; normal deterioration and minor distress observed; maintenance will be required within the next five years to maintain functionality.



- Poor: Not functioning as intended; significant deterioration and distress observed; maintenance and some repair required within the next year to restore functionality.
- Defective: Not functioning as intended, significant deterioration and major distress observed, possible damage to support structure; may present a safety risk to persons and materials; must be addressed as a priority.

Overall, Billy Biggs' is in fair condition. Investigations on site led to the following condition ratings for each building element of Harrington's:

Building Element	Condition Rating
Structure	
Foundation	N/A (original structure) to Good (interior frame)
Superstructure	Poor (original structure) to Good (interior frame)
Roof Structure	Fair
Building Envelope	
Exterior Wall Assembly	Fair to good
Exterior Doors and Windows	Poor to good (doors) and Fair to poor (windows)
Roof, Soffit, Parapet and Fascia	Fair to poor (only partially assessed)
Interiors	Fair to poor
Fire Protection	
Fire Alarm System	Good
Emergency Lighting/Exit Signs	Not present
Portable Fire Extinguishers	Fair
Code Compliance	Good
Mechanical and Electrical Systems	
Plumbing	Not applicable
Heating	Not applicable
Ventilation	Not applicable
Lighting	
Power	

1.4. Recommendations

In Chapter 4, preliminary recommendations are provided for each building element of Biggs' Blacksmith Shop. These should be used as a starting point for additional more detailed investigations that would lead to a major conservation project of the building.



Building Element	Recommendations
Structure	
Foundation	<i>Interior Frame:</i> It is recommended that the cribs continue to be regularly shimmed – tight to the underside of the frame structure. It is further recommended that the long-term conservation plan looks to address the permafrost movement. An archaeological assessment will be necessary before any major intervention is undertaken.
Superstructure	<i>Interior Frame:</i> It is recommended that the railing on the center walking aisle be reviewed and potentially reinforced. <i>Original Structural Fabric:</i> Interventions to the superstructure will need to carefully consider their effect on character-defining elements and mitigate any possible negative impact
Roof Structure	It is recommended that the roof structure is verified to meet current structural code and load requirements. Address deficiencies in rainwater management to ensure long term performance.
Building Envelope	
Exterior Wall Assembly	Conserve and upgrade the exterior wall assembly to improve the longevity of the envelope. Address deficiencies in rainwater management to ensure long term performance.
Exterior Doors and Windows	Conservation work should maintain the style and configuration of the windows and doors.
Roof, Soffit, Parapet and Fascia	Upgrade the roof assembly to ensure a long-term life-cycle for the building. Address deficiencies in rainwater management to ensure long term performance.
Interiors	Conserve the original agglomeration of volumes when integrating necessary upgrades. These volumes also contribute to the relationship between a building's interior and its exterior and any interventions will have an impact on the building envelope.
Fire Protection	



Building Element	Recommendations
Fire Alarm System	It is recommended the current fire alarm transmission system be maintained until the need arises to upgrade or replace it
Emergency Lighting/Exit Signs	Emergency lighting shall be provided to an average level of illumination not less than 10 lx at floor level at each exit and principal routes providing access to exit.
Portable Fire Extinguishers	Additional portable fire extinguishers must be installed in the building, along the catwalk and in the rear of the building at a maximum travel distance of 15.25 m between extinguishers.
Code Compliance	A complete design and code analysis shall be performed to detail each relevant code requirement and then clearly describe how the design meets or exceeds the requirements of relevant codes and standards.
Mechanical and Electrical Systems	Integration of new mechanical and electrical systems shall mitigate impacts to the CDEs.

1.5. Options for Reuse

Several reuse options for Billy Biggs' were identified through a stakeholder workshop and with input from the Yukon Field Unit. Options considered included:

Option 1: Office AND/OR industrial use on the first floor and residential use on the second floor

Option 2: Industrial use on the first floor

Both options were assessed for their alignment with several criteria including heritage policies, guidelines and community needs and were determined to be suitable possibilities. A full record of the options analysis workshop is included in Appendix E.

2. INTRODUCTION

2.1. Background

Canada intends to submit two of its buildings for designation as Municipal Historic Sites. The sites have been chosen both for their significance and their adaptive reuse potential, Billy Biggs' being one of those two sites. This document seeks to provide accurate and current information on the building but also point out where further information or investigation is required. A physical investigation of the building informed this building condition assessment

In general, Parks Canada's objective is to identify opportunities for the rehabilitation of buildings, asset enhancement and reduction of operating costs, while increasing realty revenue for reinvestment in historic structure maintenance.

2.2. Methodology

The condition of Billy Biggs' Blacksmith Shop was assessed between 2018 and 2020 as part of an adaptive reuse pilot project for five selected buildings. The assessment consisted of a visual and partially tactile review that included:

- Inspecting and documenting the conditions of all exterior building envelope components including the roofing, the exterior cladding, and the windows and doors.
- Inspecting and documenting the condition of structural elements including: the foundation, the stud walls, and the roof structure.
- Inspecting and documenting the condition of the fire protection, mechanical and electrical systems.

On-site tactile inspections generally included probing areas of decay to determine the level and extent of deterioration. Documentation of findings generally consisted of photographs of elevations, typical details, and conditions. The exterior visual inspection was performed from ground level, with the assistance of a ladder.

In addition, to help the team understand the overall building history, interviews were held with site staff to discuss any trends or areas of concern, current maintenance practices and the recent maintenance history of the building.

All assessment work used non-invasive investigative techniques and did not include inspection openings or the removal of materials for testing.

In general, the building envelope and structural components were rated according to the following system which evaluates damage or deterioration due to normal service conditions in the short term (1 to 5 years).

- Excellent: Functioning as intended; no deterioration observed.

- Good: Functioning as intended; normal deterioration observed; no maintenance anticipated within the next five years.
- Fair: Functioning as intended; normal deterioration and minor distress observed; maintenance will be required within the next five years to maintain functionality.
- Poor: Not functioning as intended; significant deterioration and distress observed; maintenance and some repair required within the next year to restore functionality.
- Defective: Not functioning as intended, significant deterioration and major distress observed, possible damage to support structure; may present a safety risk to persons and materials; must be addressed as a priority.

2.3. Limitations

The information in this condition assessment is based on a visual and partially tactile review only and is limited only to what was visually exposed and areas that were easily accessible for tactile examination. The tactile review, which included the use of a moisture meter, targeted areas of apparent or potential deterioration based on visual observations, experience, and discussions with the site staff.

While the assessment serves to identify the causes of current conditions and current risks in order that they may be mitigated, it does not wholly eliminate such risks. Unsound surfaces and/or hidden deterioration or structural deficiencies that were not detected from the visual and tactile review may exist and may pose a threat to health and safety.

Inspections and reporting regarding designated substances that may be present is not included in this scope of work. Hazardous substance reports on the Billy Biggs' Blacksmith Shop, Ruby's Place and the Former Post Office are listed in the Parks Canada National Asbestos inventory. It is recommended that designated substance reports be undertaken for each building.

3. PCA's CONSERVATION APPROACH

3.1. National Heritage Values

3.1.1. Dawson Historical Complex National Historic Site of Canada

The Billy Biggs' Blacksmith Shop is located within Dawson Historical Complex, which was recommended for designation by the Historic Sites and Monument Board of Canada (HSMBC) in 1959-67. The Statement of Commemorative Intent is: *Dawson, a historical complex of national significance, is commemorated for its association with the full extent (1896-1910) and impact of the Klondike Gold Rush*¹.

The physical values of the commemorated historic place includes the following:

- the flat of land bounded by the confluence of the Klondike and Yukon Rivers and bordered by the hills, which established the physical boundaries of the townsite;
- the plot of the 1897-98 survey, with its grid street layout and orientation of buildings;
- the historical complex of buildings featuring those identified by the HSMBC, townscape features and landscape vestiges associated with the period of commemoration;
- streetscapes of historical buildings, which as a historical complex contribute to the overall sense of place, e.g. the frontier character of structures, unpaved streets, boardwalks, collection of boomtown facades, permanent government structures, and a mix of vernacular constructional techniques;
- the isolated wilderness setting of the town, as defined by the undeveloped and rugged terrain around Dawson, and represented in the Midnight Dome and surrounding hills, rivers and the Moosehide Slide, the viewsapes of the regional landscape from the town, and extreme climatic conditions including permafrost, and their impact on the town's development.

The historic place is characterized by the original orientation and locations of the surveyed streets, as well as a series of identified *in situ* structures built on the surveyed lots within the period of commemoration 1896-1910. These buildings document Dawson's early development during and immediately after the Klondike Gold Rush. In their hasty construction and mix of boom-town façades, they evoke the image of a gold rush town, and contribute significantly to the overall spirit of the place. The buildings document several important aspects of the town's historical development, especially its role as the administrative, financial, commercial, social and transportation centre of the territory in its formative stages.

The HSMBC specifically identified some buildings as of national historic significance, but also stated that *all of Dawson's buildings of the Gold Rush era are important to maintaining the sense of place, and to achieving the aims of commemorating Dawson as a "historical complex"*².

¹ Parks Canada, 1997: *Commemorative Integrity Statements National Historic Sites of the Yukon Field Unit Parks Canada*.

² Ibid.



Figure 3-1: Front Street, Dawson, in late 1898. [Yukon Archives, Robert P. McLennan fonds, #6480]

3.1.2. Heritage Value of Billy Biggs' Blacksmith Shop

Billy Biggs' Blacksmith Shop is one of the buildings of national historic significance identified by the HSMBC. Each of these buildings contributes to both physical and associative values important to the commemorative integrity of the national historic site.³ According to the CIS, the heritage value of the building lies in its connections and services to the goldfields and the agglomeration of additions and modifications to the original structure, typical of the many and varied uses to which the building was put.

The heritage value of Dawson Historic Complex National Historic Site of Canada is embodied in its evocation of the time and place of the Klondike Gold Rush. The Billy Biggs' Blacksmith Shop is a cultural resource of national historic significance and it contributes to the overall commemorative integrity of the site as a component of the ensemble of buildings built between 1898 and 1910 that document Dawson's early development during and immediately after the Klondike Gold Rush. It also contributes to the streetscapes of historical buildings, which as a historical complex contribute to the overall sense of place, including the frontier character of structures, and a mix of vernacular constructional techniques.

³ Parks Canada, 1997: *Commemorative Integrity Statements National Historic Sites of the Yukon Field Unit Parks Canada*, p. 12.



Figure 3-2: Biggs' Blacksmith Shop.



Figure 3-3: Billy Biggs' Blacksmith Shop. [Parks Canada, 2018]

Using the CIS, the CRM (Cultural Resource Management) Team, in consultation with Field Unit staff, developed a Statement of Heritage Value for the building, in order to clarify its heritage value and character-defining elements. According to the Statement of Heritage Value (see Appendix A), the character-defining elements related to the heritage values above are, but are not limited to:

- The building's relationship with Princess Street and Third Avenue, its siting flush to the site walk along Third Avenue, that reflects the grid street layout and orientation of buildings typical of the 1897-98 survey;
- The building's low-height, and agglomeration of volumes that creates a largely continuous open volume of space and illustrates the building's evolution over time;
- The 'boomtown' type storefront and roof configuration that reflect the vernacular approach to building design typical of Dawson City in the years 1897-1913;
- The building's simple rustic wood exterior, wall and roof systems, the use (and reuse) of logs, rough-sawn planking, and other unadorned and minimally crafted materials, evidencing vernacular construction techniques and materials typical of utilitarian buildings in Dawson City in the years 1897-1913 and within the Dawson Historical Complex as a whole;
- The simple, symmetrical treatment of the Third Avenue façade, featuring large centrally-placed double doors flanked by pairs of multi lite windows;
- The surviving remnants of the blacksmith shop equipment that illustrate the building's connections and services to the goldfields.

These heritage values and character-defining elements will serve as a reference to guide any project that may affect this heritage building in the future. The site also includes in-situ archaeological resources related to the history and evolution of the building that should be taken into account in any decision or action.

3.2. Historic Background

Gold was first discovered in Yukon's Klondike watershed in August 1896 after nearly two decades of largely unsuccessful prospecting in the region. This breakthrough, by the American George Carmack, and his in-laws Keish "Skookum Jim Mason" and Káa Goox "Dawson Charlie," who were members of the Tagish First Nation, occurred on Rabbit Creek; this Klondike River tributary would later be dubbed "Bonanza Creek." This discovery initiated a rush to the Klondike region which, between 1897 and 1899, saw tens of thousands of fortune-seekers arrive via the Dalton, White Pass, and Chilkoot Trails. In anticipation, the American Joseph Ladue, a Yukon resident as of 1882, shrewdly staked out 65 hectares of land at the junction of the Klondike and Yukon Rivers near the site of Tr'ochëk, a traditional Hän First Nation fishing camp. Ladue dubbed this area "Dawson" and he quickly flourished selling lots at this site, as well as building materials. Dawson rapidly became a bustling and growing community, the largest Canadian city west of Winnipeg. It possessed a population of 16,000 by the summer of 1898, with at least 14,000 living in the surrounding Klondike region; by June 1898 the city was also the capital of the new Yukon Territory. The Klondike gold rush, and at times Dawson, as the heart of it, gained widespread public attention, through guidebooks, media accounts, and later via the writing of such authors as Jack London and Robert Service.⁴



Figure 3-4: Camping Ground at Dawson, Y.T. [1898] By R.A. Hegg. National Museum of Canada / Library and Archives Canada / PA-013431

In its initial years Dawson could be described as "a city of tents" and hundreds of log cabins, its main street being "nothing more than a lane of alternate bog-holes and dust-heaps stretching for about a mile in length."⁵ Unsanitary conditions encouraged the spread of typhoid, malaria, and dysentery.⁶ Such makeshift circumstances would change under the auspices of Yukon's first commissioner, William Ogilvie, who initiated local improvements including a board of health and

⁴ Hal Guest, *A History of the City of Dawson, Yukon Territory 1896-1920*. Parks Canada Manuscript, 1980: 1, 3, 14, 22-25. Tr'ochëk: *The Archaeology and History of a Hän Fish Camp*, Tr'ondëk Hwëch'in, 2001.

⁵ Ibid. 14. Flora Shaw of the *Times of London* is quoted.

⁶ Ibid. 18.

sanitation officers, a fire department, drainage, and road grading.⁷ As part of these enhancements Third Avenue – the site of Billy Biggs' Blacksmith Shop – formerly a bog, was by 1899 being improved. That spring a widespread fire had also destroyed 117 Dawson buildings, spurring further rapid rebuilding and redevelopment in the community.⁸ For these reasons, Dawson in 1899 began to radiate “a booster-spirit aura” and civic pride in “the orderly change of both appearance and behaviour” as it changed from a “shoddy boom town façade” to something “finer, glossier and more respectable.”⁹



Figure 3-5: "Dawson Main Street - 1898" George G. Murdock / Library and Archives Canada / C-000666

It was in this context that the building now known as Billy Biggs' Blacksmith Shop was erected as the Great Northern Hotel. The exact construction date of the hotel is unknown; however, it appears in photographs dating to just after the great fire of April 1899, so it is likely it was erected soon after this event. It has been speculated that the building may have been under construction at the time of the fire.¹⁰ As first erected, the hotel was a two-and-a-half-storey gabled building with a partial false front.¹¹ The proprietor of the hotel, as of 1902, was Douglas Hamilton, of whom little is known.¹²

⁷ *Ibid.* 57-60.

⁸ Joan Mattie, “Nineteen Buildings, Dawson, YT,” FHBRO Report 1988-012: 259.

⁹ Margaret Archibald, “Grubstake to Grocery Store: Supplying the Klondike, 1897-1907,” *Canadian Historic Sites: Occasional Papers in Archaeology and History* No. 26.

¹⁰ Rick Stuart, *Dawson City: Three Structural Histories*. Parks Canada Microfiche Series Number 383, 1980: 16.

¹¹ Mattie, “Nineteen Dawson Buildings,” 317.

¹² “An Index to Dawson City, Yukon Territory and Alaska Directory and Gazetteer, Alaska-Yukon Directory and Gazetteer, and Polk's Alaska-Yukon Gazetteer and Business Directory, 1901-1912.” This document lists Hamilton as proprietor of lodgings at this address in 1903 and 1905 with the 1903 occupants being: W.E. Ellis, a printer; Frank Madronic, a cook; Daniel McDonald, a miner.

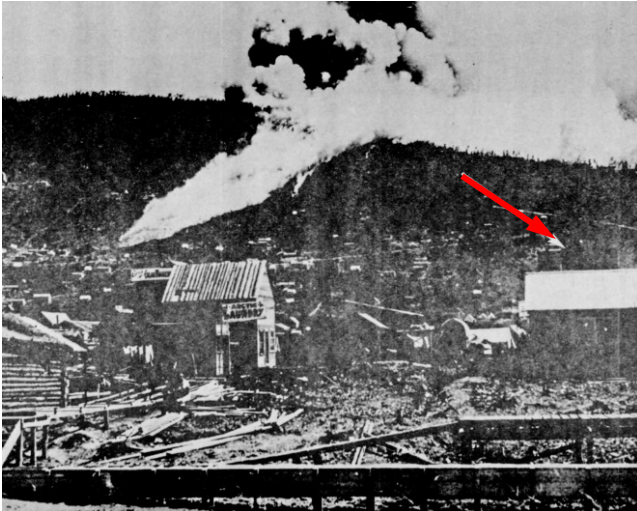


Figure 3-6: Princess Street, from Queen Street, ca. 1899-1901. Arrow indicates Great Northern Hotel. Alaska State Museum, R.N. De Armand Collection, 761-1, #126.

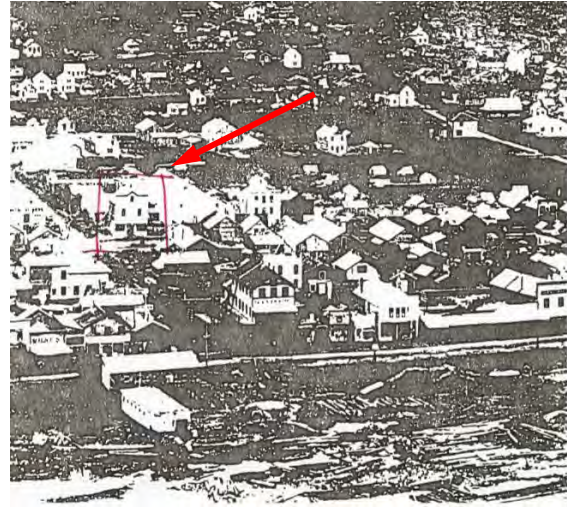


Figure 3-7: Marked up and cropped Dawson Panorama, no date, probably late 1902. Arrow indicates Great Northern Hotel. Public Archives of Canada, C-22350.



Figure 3-8: Great Northern Hotel front elevation ca. 1901, from "Dawson of Today" photo album, Dawson City Museum.



Figure 3-9: Drawing showing conjectured view of Biggs' Blacksmith Shop ca. 1901 when it was the Great Northern Hotel (Bouse, 1982)

At the time of the building's construction, Princess Street was not fully established and Third Avenue was just beginning to be developed¹³ with a particular character as home to enterprises

¹³ Mattie, "Nineteen Buildings," 322.

“catering to the needs of the miners and the communities on the creeks.”¹⁴ In 1900, Third Avenue progressed with the installation of a sewer system; more businesses were attracted to the area around 1902 when Third Avenue was macadamized. Once the road was thus “paved,” it became the main thoroughfare leading from Dawson to the gold creeks.¹⁵¹⁶ 1904 saw further improvements with the installation of boardwalks and electric street lights.¹⁷ While commercial use of the area was mixed by 1904, it retained “the character of a miner’s district -a place to get equipment repaired, stock up on supplies, visit a saloon, have an inexpensive meal, and stay in a cheap room.”¹⁸



Figure 3-10: Photograph showing conjectured view of Biggs' Blacksmith Shop ca. 1913 when it was Oakden's smithy (far left), Parks Canada Collection, Winnipeg, Box 16.

Coincident with the Hotel's construction, however, came reduced production within Dawson's mining industry. Concurrently, a gold strike in Nome, Alaska, would draw an estimated 8,000 from Dawson over the winter of 1899-1900; about another 3,000 departed for Fairbanks, Alaska, as well.³ The introduction of sophisticated mining technology also triggered the town's decline as a service centre due to the diminished need for workers in Dawson's hinterland. Within a decade the population of the Klondike would ebb greatly from the hey-day of the gold rush. Perhaps unexpectedly, then, the Great Northern Hotel ceased operation in 1905. (A Fire Department inspection in 1905 listed the Hotel as vacant, though it was still listed as a Hotel containing lodgings for one in the 1905-06 City Directories and Hamilton still resided there as well.¹⁹

¹⁴ Stuart, *Three Structural Histories*, 88.

¹⁵ Ibid. 17-18. Mattie, “Nineteen Buildings,” 322.

¹⁶ Ibid. 13-18, 87-95.

¹⁷ Guest, *A History of the City of Dawson*, 57-60.

¹⁸ Mattie, “Nineteen Buildings,” 323.

¹⁹ Carter, Margaret. “Accountability of the Proposed Interpretation.” Ottawa, ON: Canadian Parks Service, n.d. “An Index to Dawson City, Yukon Territory and Alaska Directory and Gazetteer, Alaska-Yukon Directory and Gazetteer, and Polk's Alaska-Yukon Gazetteer and Business Directory, 1901-1912.”

The history of the building is unclear between 1905 and 1907, years of further decline for Dawson, with decreased demand for rental accommodation.²⁰ In 1907 the building was purchased by the former Ontarian William "Fatty" Oakden, who converted it to a smithy specializing in mining tools and equipment repairs. Much of the work at the smithy would have been related to horseshoeing and work on the horse-drawn wagons which were key to operations in the goldfields. Oakden worked in partnership with a Joseph Picotte and the company operated under the name Oakden & Picotte.²¹ At this time, the second floor was retained as rooms, probably for Oakden, Picotte, and their assistants.²² It was likely during this period, as well, that one frame annex and two log annexes were added to the rear of the building, likely existing structures moved there from another location.

By 1924 Alexander Arkins "Billy" Biggs, who had run the Third Avenue Blacksmith Shop across the street since 1914, had obtained the building following the death of Oakden. Biggs' smithy's years of operation span the years in which there was a shift from horse to automobile transportation. As of the 1930s, Biggs' Blacksmith Shop also did repair work to automobiles and trucks. Biggs operated the blacksmith shop until his death in 1955.²³ A local Dawson City resident, Frank Lidstone reported that the building was taken over by Dan Grant in 1949, but receipts and invoices to and from Biggs dated through to 1956 were found in the building.²⁴

The Dawson City Museum and Historical Society looked after the building and its contents after the closure of Biggs' shop. In 1967 the "A" list of Dawson buildings identified by the HSMBC included "A Blacksmith Shop [Billy Biggs']." "The building's contributions to the heritage character of Dawson are based upon its connections and services to the goldfields and the agglomeration of additions and modifications to the original structure, typical of the many and varied uses to which the building was put" – as a small-scale industrial building which embodied Dawson's role as a supply and service hub for the Klondike Gold Fields.²⁵ Judgments such as these spurred the acquisition of the building by the Klondike National Historic Site (KNHS) in 1970, with its former tradesman-owners collections of tools and metal by-products intact. In the wake of this purchase, most of the contents were removed by the curatorial unit.²⁶ The 1978 Master plan for the Development of the KNHS states Parks Canada's intention to restore the building to the 1907-15 period, with it interpreted as blacksmith shop, "either as an animated display or under concession."²⁷

²⁰ Priess, Peter J. "Around Town: The Archaeological Investigation of Four Structures in Dawson City, Yukon," Microfiche Report, Ottawa, ON: Environment Canada, Canadian Parks Service, 1987: 39.

²¹ "An Index to Dawson City, Yukon Territory and Alaska Directory and Gazetteer, Alaska-Yukon Directory and Gazetteer, and Polk's Alaska-Yukon Gazetteer and Business Directory, 1901-1912."

²² Mattie, "Nineteen Buildings," 318.

²³ Ibid.

²⁴ Bouse, David, D'Amours, Guy, and Levesque, Claude, "Oakden's Blacksmith and Machine Shop (Biggs' Blacksmith Shop) Dawson City, Yukon Structural Evaluation and Stabilization Feasibility Study Report," Report #EA-PC-82-29, Ottawa, ON: Parks Canada, 1982.

²⁵ Parks Canada, "Master Development Plan for the Klondike National Historic Sites," Winnipeg, MB: Parks Canada. Indian and Northern Affairs, 1978. 12.

²⁶ Mattie, "Nineteen Buildings," 319.

²⁷ "Master Development Plan for the Klondike National Historic Sites," 35, 45.

3.3. Past Interventions

Billy Biggs' Blacksmith Shop has undergone many changes over its nearly 120-year history. From the time prior to its ownership by Parks Canada, there are no original architectural drawings. For this reason, most of what is known about the building's evolution is derived from archival photographic and archaeological evidence. From early photos it is known that the Great Northern Hotel, was a two-and-a-half-storey gabled building with a partial false front, its parapet wall stepping up to reveal the upper floor gable, creating a triangular pediment. This false front, alongside with applied black signage lettering and large grade-level windows, dramatized the hotel's relationship with the streetscape. The building possessed a balloon frame and horizontally assembled wood siding on its exterior. Archaeological investigations into the history of the building occurred in 1982 and 1983. These investigation found evidence of a crawl space beneath the building in its early days.²⁸ Investigations also reveal there was a single storey lean-to attached to the back of the building by 1903, and possibly as early as 1900. The same width as the hotel, it was probably about 3.5 metres long. A doorway centrally located in the rear (east) wall of the main building gave access to this addition. In Dawson these structures often served as the hotel kitchen.²⁹

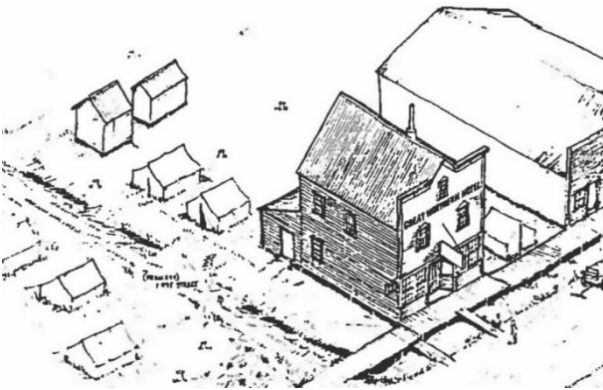


Figure 3-11: Drawing showing conjectured view of Biggs' Blacksmith Shop in 1900 when it was the Great Northern Hotel (Bouse, 1982)



Figure 3-12: Photo showing sign for the Great Northern Hotel, 96/83 #13, Yukon Archives, A.K. Schellinger fonds, n.d. Photo, likely from the late 19th century, reveals that an earlier location of the Great Northern Hotel may have been on the opposite, west, side of Third Avenue.

²⁸ Arthurs, David, "Summary Report on the Year 2000 Biggs' Blacksmith Shop Archaeological Assessment Project, Dawson City, Yukon," Winnipeg, MB: Parks Canada, 2000. 6.

²⁹ Ibid. 5.

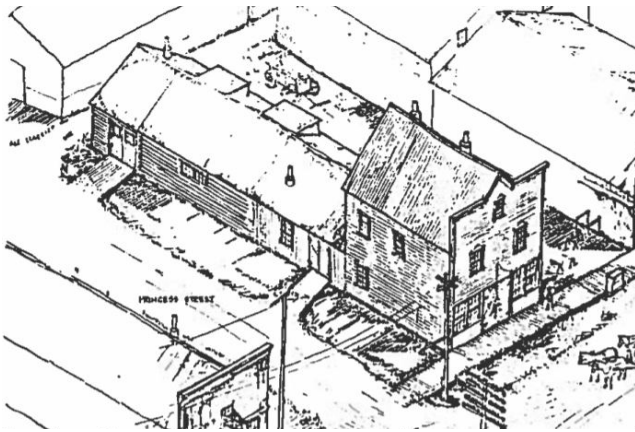


Figure 3-13: Drawing showing conjectured view of Biggs' Blacksmith Shop ca. 1913 after annexes were appended at rear (Bouse, 1982)



Figure 3-14: Drawing showing conjectured view of Biggs' Blacksmith Shop after façade alterations as Oakden & Picotte's (Bouse, 1982)

As mentioned earlier, it appears that it was during Oakden and Picotte's occupation of the building that three rear log and frame additions were affixed to the original structure, in 1913. These additions are comprised of one frame and two log annexes likely existing structures moved to this site and fitted together.³⁰ In fitting them together, each of the structures was altered somewhat; gable roofs were added or altered and walls were shortened or left out entirely. It has been suggested that at least one of the additions was a building that had previously stood on the property, and the other additions were merely added to in-fill the gap between the buildings to form one long complex.³¹ Indeed, historical photographs show that contemporaneous with the hotel were two small buildings on the lane at the east end of the lot. The function of these buildings, and their relationship to the hotel, are uncertain. A 1924 description of the property makes reference to a cabin and shed adjacent to the main building, but this may refer to the additions made to the old hotel to expand the blacksmithing business in 1913.³² The first annex, which had double shed doors in both the north and south facades, is believed to have served as a wagon repair shop. The second annex, a log structure with saddle notch construction, was a machine shop. The easternmost addition, built of half-lapped logs, dressed flat on the interior, but retaining the round on the exterior, possessed a door on its north end of the structure, opening onto Princess Street. Archaeological work revealed evidence of a possible boardwalk along the building's south wall, to the double doors located in the southwest section of the first rear addition. Also, the remains of what might be a ramp leading up to these doors were exposed and recorded. Archaeology has also revealed information concerning the building's foundation system(s). Three to four different foundation systems were utilized underneath the overall structure. The original building stands on a series of foundation piles, embedded deeply into the

³⁰ Mattie, "Nineteen Buildings," 318.

³¹ Arthurs, "Biggs' Blacksmith Shop Archaeological Assessment," 7.

³² Ibid, 6.

frozen ground. While no evidence of a wall sill was found in this area, remnants of the skirting at the base of the building was exposed.³³ The first rear addition, stood on short round posts which were shallowly set into the ground. These posts have since deflected to the east. Evidence of skirting and a wall sill were also found here. The second rear addition rests directly on original ground surface. Under the last rear addition a deeply set foundation pile was found in the south east corner while no other piles, posts or sleepers were found elsewhere along its south wall.³⁴

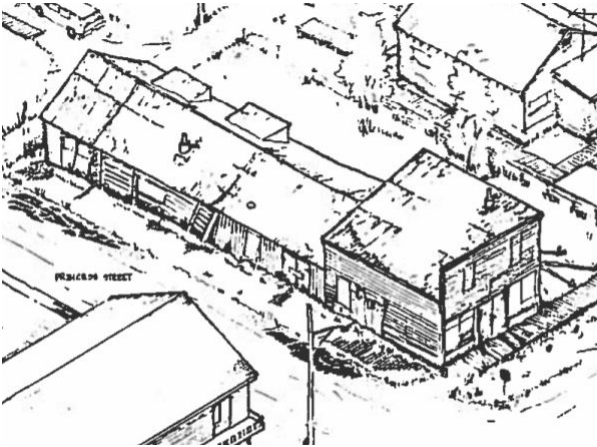


Figure 3-15: Drawing showing conjectured view of Biggs' Blacksmith Shop after roof and façade alterations (Bouse, 1982)

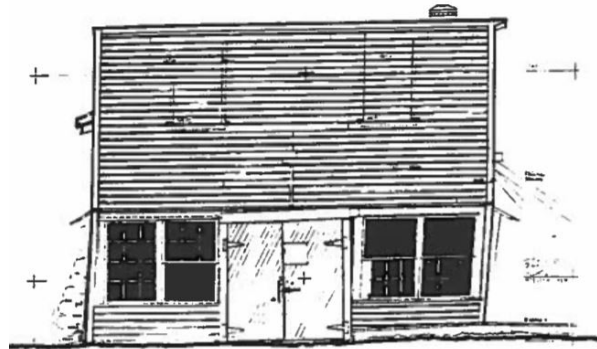


Figure 3-16: Drawing showing conjectured view of Biggs' Blacksmith Shop after roof and façade alterations (Bouse, 1982)

At some time after 1944 Biggs had much of the upper portion of the building removed and a shed roof sloping to the north replaced the original gabled roof, while the false front's height was reduced.³⁵ Supplementary shoring was first installed before the building was abandoned as a blacksmith and machine shop, perhaps in the 1940s. During the 1960s, the Dawson City Museum and Historical Society installed interior and exterior diagonal shoring. Additional raking shores were installed along the south wall, and bracing frames were erected in the middle sections of the building.³⁶ Following Parks Canada's 1970 purchase of Billy Biggs' Blacksmith Shop, bracing frames and raking shores were altered and added to prevent the building from further deterioration due to settling and heaving permafrost.

In the late 1970s, Parks Canada created a master plan for the Klondike National Historic Sites. Within this document Billy Biggs' Blacksmith Shop was considered as part of the Princess Street cluster, which was intended for intensive development and interpretation. Due to its highly advanced state of deterioration, stabilization plans identified the need for a major overhaul of

³³ Ross, Brian D. "The 1983 Field Season of Archaeological Investigations at the Klondike National Historic Sites, Dawson City, Yukon," Ottawa, ON: Parks Canada, 1985. 11.

³⁴ Ibid.

³⁵ Ibid, 9.

³⁶ Bouse, et al, "Oakden's Blacksmith and Machine Shop," 2, 10.

the entire building. Flooring was removed in a 1980 building stabilization project.³⁷ Small roof repairs also occurred during this earlier period of Parks Canada ownership of the building to reduce the entry of water, especially around the dormer windows on the second annex. Another stabilization occurred in 1983, correcting changes in grade; the north wall of the second annex was reconstructed in 1983. (Prior to work in these years on building stabilization, the original building and first annex foundations may have rested on joists on top of piles; the second annex had rested on grade, along with the log floor joists; and the final annex's perimeter walls bore on timber piles.) That same year the building was stabilized and geotextile cloth and fresh gravel were laid down. In 1989 plans were produced to replace the foundation. At that time, plans were also produced to alter the building's front façade sidewalk-facing windows were altered to house display window boxes. In 2001 the creation of an elaborate foundation to allow an interior display of artifacts for visitors was investigated but went uncompleted due to archaeological concerns.



Figure 3-17: View of Biggs' Blacksmith Shop after roof and façade alterations (Photo by Chris Grant, 1970)

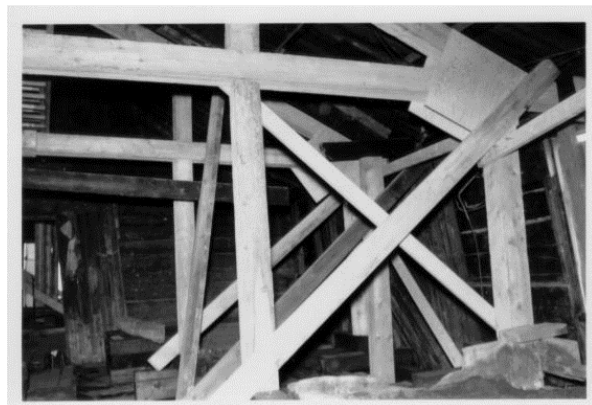
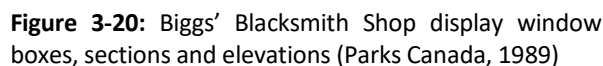
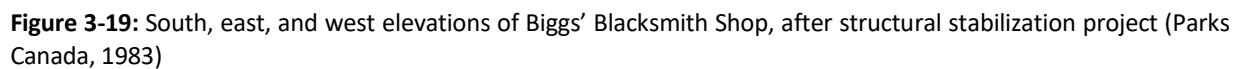


Figure 3-18: Image showing Parks Canada bracing of Biggs' Blacksmith Shop prior to foundation replacement (Parks Canada, n.d.)

³⁷ Excavation in the blacksmith shop revealed areas of badly decomposed wood flooring under the soil, perhaps an earlier floor to the shop. Arthurs, "Bigg's Blacksmith Shop Archaeological Assessment," 22.



³⁸ Not all asbestos was removed, only that which was sticking out between the logs. Asbestos filaments are situated between logs, though only asbestos fibers, not chinking with fibers.

and old wood with linseed oil/turpentine mix to keep wood alive. Tin skirting has also been added around the rear of the building to keep animals from entering it.³⁹

³⁹ Lisa Forbes, Corporate Memory on Dawson Historical Complex Buildings, Notes from meeting of December 21, 2018, (Interview of Irwin Gaw prior to his retirement. Employee with Klondike NHS Technical Services Team from 1993 to January 2019).

4. CONDITION OBSERVATIONS AND ASSESSMENT

4.1. Structure

4.1.1.1. Description

Billy Biggs' Blacksmith shop consists of four (4) distinct wooden structures placed in series (see Figure 1), and is located at the corner of Third Avenue and Princess Street – this area is within the permafrost zone. Access to the structure is granted through a central walking aisle, which is elevated off the dirt floor and runs the entire length of the structure. The west façade of the first building presents the main boomtown entrance, and consists of a two story wooden façade, clad in wooden siding. The remaining three structures are placed in succession (east of the main building), and consists of single-storey structures of either light-frame wood construction, or log construction.

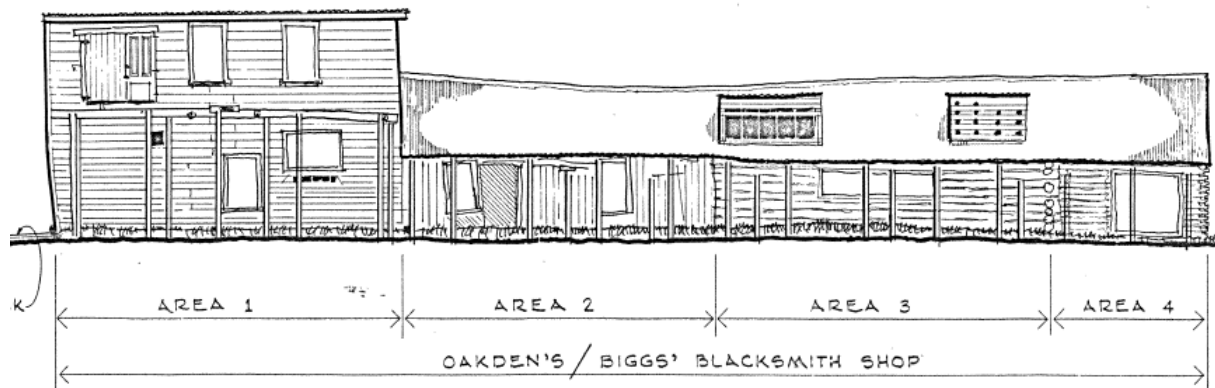


Figure 4-1: North elevation of structure. Note that “areas” signify a wooden structure – therefore, “Area 1” is referred to as the first structure; “Area 2”, the second structure; “Area 3” the third structure; and “Area 4” as the fourth structure,

The first structure is one and a half stories, and is of light-frame construction. In general, the walls are constructed of 2x4” wooden studs placed at approximately 24” on-centre, with 7/8 x 8” horizontal boards nailed on the interior and exterior. The exposed exterior surfaces are thereon further finished with wood siding, with the main boomtown façade painted blue – this is the only painted façade. The shed roof is constructed of 2”x8” rafters placed at approximately 24” centres, and in alignment with the wall studs. Note that no interior access was available to the second storey attic space – access was granted through an exterior ladder.

Similar to the first structure, the second structure is of light wood-framed construction and consists of 2”x4” wood studs, placed at approximately 24” on-centre, with two layers of 7/8” thick horizontal boards installed on the exterior face. The gabled roof is constructed of light-frame construction; however, the precise sizing and spacing of wood components could not be verified as the space was not accessible.

Both the third and the fourth building are single storey log structures with gabled roofs. The diameter of the exterior logs varied in size, but appeared to typically range between 8"-9" in diameter. Two window dormers are also present along the south elevation of the third structure.

Due to safety concerns, the entirety of the Billy Biggs' structure (all 4 wooden structures) underwent a stabilization program in the 1980s. This program of work general consisted of constructing an interior timber framed structure which would act to alleviate the loading demand on the original structure (see Figure 4-2 and 4-3). The interior frame structure consisted of a series of 6"x6" timber beams and columns, connected with plywood gussets, and supported on timber cribbing. Diagonal bracing was provided within each timber frame and between adjacent frames. In particular, the stabilization of the exterior walls included the installation of exterior and interior walers, which were thereon connected to the new interior frame.

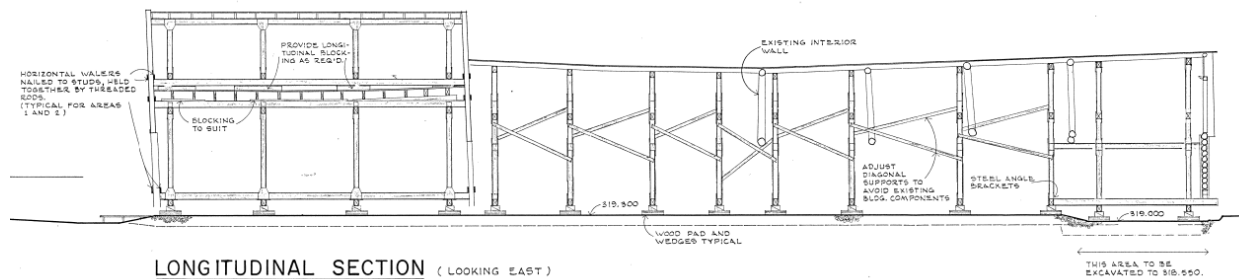


Figure 4-2: Longitudinal section, depicting the diagonal bracing between timber frames.

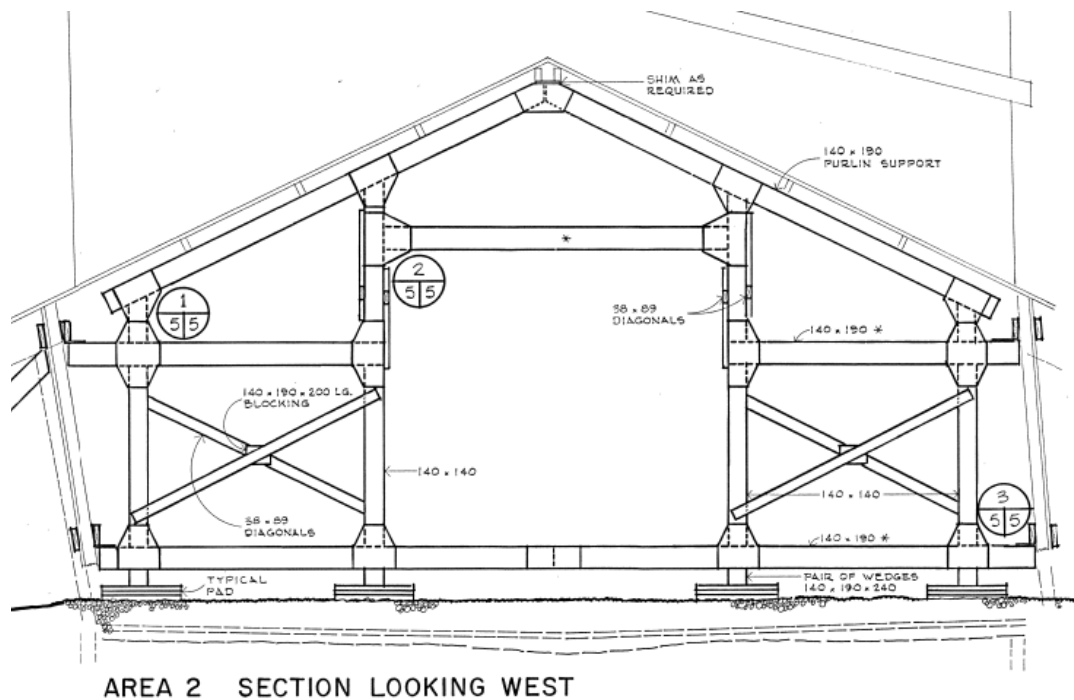


Figure 4-3: Cross-section, depicting the general configuration of a single frame. Note that the central aisle does not have diagonal bracing to allow for the central walking aisle.

4.1.1.2. Observations:

The following observations were made following an on-grade inspection of the structure. The inspection consisted of a visual and partially tactile review, and did not include destructive investigations or openings. Additional observations on the exterior walls can also be found in the building envelope section.

Interior Frame:

- The wooden components of the interior frame appear to be in an overall good condition (see Figure 4-4).
- Cribbing appears to be in overall good condition, with miscellaneous minor moisture deterioration noted throughout.
- A higher concentration of shims were observed on the cribbing along the north and south elevations (compared to the cribs under the central walking aisle). Additionally, numerous shims along the north and south elevations were observed to be loose; alternately, shims along the central cribs were tight (see Figure 4-5 to 4-7).
- Several longitudinal cracks in the top soil, located adjacent to and beneath the center aisle, were observed (see Figure 4-10).
- The handrails on the central aisle notably deflects with applied lateral pressure; it is recommended that the railings be reviewed, and potentially reinforced.

Original Structure:

- No connections were observed between adjacent structures; there does not appear to be any evidence which suggests that the original structures were tied together to behave as a single structural entity (see Figure 4-8 to 4-9).
- In general, the wood components of the first two structures were generally covered with interior boards. However, the base of localized exposed 2"x4" wall studs showed consistent moisture staining. Ends of select studs also appeared to be rotting – likely a result of extended water exposure (with water wicking up the exposed end grains).
- The bottom three logs on the third structure are comparatively newer than the remainder of the structure – indicative of recent repair work. These logs are in an overall good condition.
- In general, the logs on the south elevation appeared to be in comparatively better condition than those on the north elevation. This may be a result of the higher sun exposure on the south elevation.
- Radial checking was observed on numerous logs on both the third and fourth buildings.
- Separation between stepped joints were observed on various logs.
- The exposed log ends of the third and fourth structure appear to be poor condition, as log ends were observed to be dried and brittle (see Figure 4-11). This may be attributed to the exposed end grains, wicking in additional moisture and undergoing significant wetting and drying cycles. Note that the extent of deterioration within each log is unclear, as there may be core decay present. It is recommended that minimal destructive testing

(such as through the use of a resistograph) be undertaken in order to determine the extent of deterioration of each log, and that localized repairs be completed on deteriorated logs.

- In general, the original structure has undergone significant displacement; this can be observed through the roofline and the out-of-plumb walls. This observed displacement is likely what necessitated the stabilization project in the 1980s.

4.1.1.3. Photos



Figure 4-4: General overview of interior frame and central walking aisle.



Figure 4-5: Minimal shimming along the center of the interior frame.



Figure 4-6: Concentration of shims along the south elevation of the interior frame.



Figure 4-7: Shimming along the south and north elevations was observed to be loose. Note the gap between the shims and the underside of the interior frame.



Figure 4-8: No connection between the exterior wall structures was observed between the first and second structure.



Figure 4-9: No connection between the exterior wall structures was observed between the third and fourth structure.

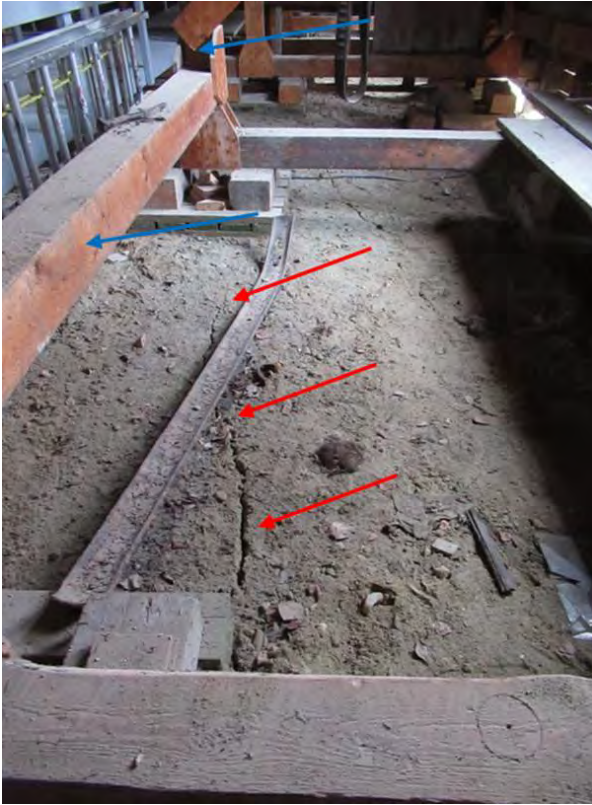


Figure 4-10: Longitudinal cracking observed along the center of the structure (see red arrows). The center walking aisle is indicated with a blue arrow for reference.



Figure 4-11: Deteriorated log ends on the fourth structure.

4.1.1.4. Assessment

The structure of Billy Biggs can be separated into two main components: a) the original structure; and b) the interior frame.

The original structure is in a defective condition; the structural integrity of the original structural fabric is severely compromised, and it is reliant on the 1980s stabilization work to maintain its current form. Future endeavors to rehabilitate the original structure will likely require a significant intervention to the existing fabric in order to reinstate its structural integrity. Careful discussions and considerations should be carried out as to determine the long-term structural conservation plan for this asset, including: looking at foundation solutions to address the permafrost movement, and careful consideration as to how the original structural systems are incorporated / presented.

In general, the interior frame is in good condition. The cracking in the topsoil, running down the center of the structure (under the walkway) appears to indicate that there is frost heaving. This is also supported by the presence of loose shims on the cribbing along the north and south walls, in conjunction with tightly shimmed cribs along the center walking aisle; this appears to indicate that there is central heaving. Currently, as the shims along the east and west walls are loose, the

transverse base beams along each timber frame is cantilevering out from the supported central cribs. While there is no evident deterioration or apparent stress failures observed, it is to be noted that the interior frame was originally built to sustain gravity loads with support points at each of the crib locations; as the cribbing along the north and south walls are not shimmed tight, the interior frame is likely experiencing sustained loading in which it has not been specifically designed for. Subsequently, it is recommended that regular shimming – where cribs are shimmed tight to the underside of the interior frame – be undertaken.

4.2. Building Envelope

4.2.1. Exterior Wall Assembly

4.2.1.1. *Description*

Billy Biggs' Blacksmith Shop is composed of a series of four wood structures (cumulatively are roughly 7.5 m x 30.6 m) with a shed or gable roofs and with an exposed dirt floor. A contemporary central elevated boardwalk of painted plywood traverses the long length of the structure above the dirt floor allowing escorted access to the public for interpretive purposes. On the elevated boardwalk clearance at junctions of the various building areas is limited as the structure extends below the 1500 mm mark and these hazards are marked by tape to prevent users from bumping into bottom chords/trusses/beams. On either side of the boardwalk is a network of heaving timber internal braces that is providing Billy Biggs with a new structural system. The building is uninsulated and not presently heated other than through space heaters as required. The building was the subject of a stabilization program conducted circa 2006 that has mitigated collapse. The current investigation was limited to surface examination and a detailed assessment of the building was not possible given time constraints. The information gathered was enhanced by information contained within a previous report (Oakden's Blacksmith and Machine Shop report) and as built information from this report was used to supplement this assessment.

Previous heritage recordings of Billy Biggs' identified a sequence of Areas numbered 1 through 4 (moving from the partial boomtown front at the west end to the east end of the building). Each is quite identifiable from one another as they have their own unique character and qualities.

The front of Billy Biggs', the former hotel, is Area 1 and is now one and a half storeys complete with a shed roof sloping down toward Princess Street. Area 1 has balloon framed walls consisting of wood studs spaced at 610 mm on centre. Horizontal boarding measuring 22 x 150-250 mm is used on the interior and exterior. The west façade is covered with cove siding. Most of the walls within this area are filled with wood chips used for insulation purposes. This Area is 7.4 m x 9.2 m totaling approximately 68 sq. m. There is no interior access to the second storey of Area 1, although physical evidence supports a stair location in the southeast corner. There is also evidence of a central post for the existing longitudinal beam spanning the structure. The storefront has been painted and constitutes the building's only painted surface. The rest of the Area 1 is unpainted and features several single glazed wood double hung windows and a curious configuration of a doors to the second floor on the south elevation.

The next structure in sequence moving from west to east, Area 2, is one storey in height and is gable roofed. The building envelope consists of wood stud walls with two layers of exterior boarding. The gable roof consists of one layer of wood planks supported by nine purlins. They bear on a ledger nailed to the former exterior wall of Area 1 (west), on the first truss in Area 3 to the east, and originally on another truss at the centre (cut and no longer supporting roof loads). Area 2 is approximately 7.5 m x 8 m and totals 60 sq. m. There is a set of double doors and a couple of single glazed wood double hung windows.

The next structure in sequence, Area 3, is a one storey log structure of approximately 7.3 m x 9.6 m totalling 70 sq. Area 3 has log walls which are saddle notched on the east end and un-notched on the west. Many of these logs exhibit extensive splits. No evidence has been found to indicate if the north and south walls were originally tied together below the roof line. There are two dormers on the south side of the roof, but the windows are missing glazing and have been boarded over.

The final structure, Area 4, is also of log construction with a gable roof. Area 4 consists of log walls that are squared and half lapped at the corners. The east elevation of this Area has multiple framed openings that have been boarded in with plywood and there is a set of double doors on the north elevation. This entire structure has corrugated metal skirting running around the exterior perimeter at grade where logs have deteriorated completely. The size of this structure is approximately 27 sq. m.

4.2.1.2. Observations

- The building 'envelope' and exterior wall assembly is generally in poor condition.
- The siding on the west elevation is generally in good condition with minor deterioration of paint at select areas. The paint finish is generally absent except at the front façade.
- There is notable deterioration of the exterior wall cladding and it is absent where adjacent to grade. A galvanized metal skirting covers the majority of the perimeter of Areas 2, 3 and 4 where bottom cladding and logs have deteriorated beyond repair.
- Daylight is visible between the boards of all elevations with the exception of the front façade indicating deficiencies in the detailing at the intersection of the roof as well as the siding.
- Gaps in the exterior wall assembly are the main source of snow and moisture infiltration at the sides and rear elevations of the building throughout.
- Exterior cladding is missing in multiple areas exposing the wood studs to the exterior.
- Exterior logs exhibit extensive checking and horizontal cracks.
- Water stains and deterioration inside the building can be attributed to leaks in the roof around chimneys and vents. Water stains below windows and doors indicate the presence of leaks at or around windows.
- The building has no eavestroughs and decay is located at the base of the wall where the cladding is less protected by minimal roof overhangs and where snow build up is inevitable.

- There is evidence of noticeable settling that has been temporarily stabilized; walls are sloping and water penetration is evident. As well a large crack exists in the dirt floor indicating ongoing movement of the soil.
- Areas at the horizontal wood bracing contain moss growth that requires remediation.
- A selection of doors remain along with some original hardware, although the majority of these openings are blocked off.

4.2.1.3. Photos



Figure 4-12: West elevation of Area 1. [PCA, 2018]



Figure 4-13: View of the west and south elevations. [PCA, 2018]



Figure 4-14: View of the south and east elevations. [PCA, 2018]



Figure 4-15: View of the east and north elevations. [PCA, 2018]



Figure 4-16: South elevation of Area 1. [PCA, 2018]



Figure 4-17: North elevation of Area 1. [PCA, 2018]



Figure 4-18: South elevation illustrating the different construction styles between Area 2 and Area 3. [PCA, 2018]



Figure 4-19: North elevation of Area 4. [PCA, 2018]



Figure 4-20: Detail of the building envelope condition on the south elevation of Area 1. [PCA, 2018]



Figure 4-21: Detail of the building envelope on the south elevation depicting various construction styles, previous repairs and materials (at Area 3 and Area 4). [PCA, 2018]



Figure 4-22: Detail of the building envelope condition on the east elevation of Area 4. [PCA, 2018]



Figure 4-23: Detail of the building envelope condition on the north elevation of Area 4. [PCA, 2018]

4.2.1.4. *Assessment*

- The walls are generally in poor to fair condition.
- The upper cladding at the west elevation (Area 1) is in fair condition and the ground floor cladding is in fair condition with lower areas to be monitored for increased deterioration due to lack of eaves troughs and buildup of snow on boardwalks.
- There are multiple cracked cladding boards that require splicing in of new material.
- The exterior wall assembly appears to be at significant risk of long-term deterioration. The noted deficiencies are leading to deterioration that may compromise the integrity of the exterior and interior components.
- There are extensive checks and splits in horizontal logs that require repair.
- Overall, the condition of the paint is poor and is most areas absent with the exception of the front facade. Where there is a chance for wear (such as along areas at grade), the exterior paint is in poor condition and requires scraping, sanding and repainting or is absent.

4.2.2. Exterior Doors and Windows

4.2.2.1. *Description*

There is a more extensive collection of early and contemporary windows found within Area 1. The storefront on the west elevation consists of single glazed double-hung multi-lite storefront windows flanking the central pair of wood doors. Parts of the 6/6 sashes survive in the frames. Glazing size is 305 x 356 mm and sash profiles for all windows appear to be the same. These ground floor windows appear to have newer glazing that has an applied protective film. Area 1 has two additional ground floor single glazed double-hung multi-lite windows on the south

elevation (one has been installed horizontally) and one on the north. Billy Biggs' main entrance dates from circa 1907 and consists of double-leaf wood doors 2.4 m in height and located on the west elevation. The right door constitutes the active panel that is used by Parks Canada staff while the left door is also operable but specifically used to create a larger clear opening providing ease of access and movement of equipment. Hardware on these doors is intact. The entrance doors are flush with the façade and boardwalk. The two front entry doors are clad on the exterior with tongue and groove diagonal boarding that is deteriorated and cracked and on the interior with vertical boarding.

Within the remnants of the second floor boomtown storefront of Area 1 are the ghosts of two former windows that have been in-filled with cove siding salvaged from higher up on the façade. The second floor of the south elevation features two single glazed double-hung multi-lite windows as well as a curious configuration of doors consisting of a repurposed panel door and a simple plank door. When compared to archival photos, it seems that that the opening for the panel door may have been a window. The frames and trim survive for the double hung windows constructed in 1899.

Area 2 contains two double hung windows on the south elevation. On the north elevation a window opening has been infilled with plywood. Next to the window opening is a set of wood double-leaf doors complete with steel hinges. These doors are fixed in place by the corrugated metal skirting on the exterior that helps to disguise the extensive missing lower section of the doors.

Area 3 has three single glazed multi-lite sliding windows (double hung windows installed horizontally), one on the north and two on the south. The two dormer windows are missing their glazing but are secured from the exterior by an arrangement of wood slats for security reasons. Exterior trim still remains around all window openings. On the interior there is the one interior window in the wall between Areas 2 and 3.

Area 4 has one rectangular window opening located in the gable on the east with one below in the log wall. A very large rectangular window opening is also on the south elevation. These openings are all plywood covered and blocked. A set of double-leaf wood doors complete with single glazed multi-lite windows are found on the north elevation. They are quite skewed and are fixed in place due to the installation of the corrugated metal skirting on the exterior. Door hardware consists of a heavy steel hinges of various styles. Exterior trim still remains around all window and door openings.

4.2.2.2. Observations

- Many of the windows are of rudimentary construction and have experienced deterioration from water entry. Some of the sashes have been removed or are falling apart, while others are being over-stressed because of deformation of the frames. However, some of the glazing survives especially in those on the south elevation.
- On a few windows, there are multiple glazing segments missing.
- Multiple windows openings are boarded in with plywood.

- Second floor windows and sills show heavy deterioration.
 - There are gaps around all windows allowing moisture penetration.
 - The exterior surface of the main entrance doors is in fair condition exhibiting deterioration and cracking of the tongue and groove diagonal boarding.
 - The second floor doors on the south elevations have likely been repurposed and poorly repaired over the years. Most of the door hardware survives in place.
 - All ground floor doors are shorter than original due to extensive decay.
- Window and doorframes, and exterior trim are generally in poor condition with some localized decay in selective areas.

4.2.2.3. Photos



Figure 4-24: Pair of wood front doors on the west elevation of Area 1. [PCA, 2018]



Figure 4-25: The interior face of the wood front doors on the west elevation of Area 1. [PCA, 2018]



Figure 4-26: Construction and hardware of one of the wood front doors on west elevation Area 1. [PCA, 2018]



Figure 4-27: On the south elevation of Area 1 are remnants of the building's features from a time when Billy Biggs' had a full second floor. [PCA, 2018]



Figure 4-28: Wood double doors complete with windows found at the east end of the north elevation on Area 4. [PCA, 2018]



Figure 4-29: Wood double doors found of the north elevation of Area 2. [PCA, 2018]



Figure 4-30: The southernmost storefront windows on the west elevation of Area 1. [PCA, 2018]



Figure 4-31: An interior view of one of the display window boxes from the 1980s. [PCA, 2018]



Figure 4-32: A typical but slightly skewed double hung window on south elevation of Area 2. [PCA, 2018]



Figure 4-33: An interior view of the double hung window seen in Figure 3-27. [PCA, 2018]



Figure 4-34: This double hung window found on the south elevation of Area 1 has been installed on its side. [PCA, 2018]



Figure 4-35: A double hung window found on the north elevation of Area 1. [PCA, 2018]

4.2.2.4. *Assessment*

- In most cases, the windows are in fair to poor condition and will need to be rebuilt and the frame detailing improved. Extant sashes and frames should be retained until restoration so that their appearances can be replicated.
- Ground floor doors on the north elevation are in poor condition as they are shorter today than they were historically because of extensive deterioration. Each leaf will need to be extensively rebuilt.

4.2.3. Roof, Soffit, Parapet and Fascia

4.2.3.1. *Description*

Area 1's roof system dates from after 1944 and is now a shed roof made of 47 x 140 mm rafters spaced at 610mm on centre and inclined toward the north. Circa 2006 (at the same time as the structural stabilisation) the corrugated metal roof was removed and a 6mm plywood sheathing material was installed over the existing rafters. An armour guard membrane was applied and the original corrugated metal roofing re-installed over top. (The assumption is that this method was applied over the entire structure rather than just Area 1 – but this information should be confirmed by the Field Unit.) Most rafters are spliced and, according to anecdotal information, these rafters may possibly be reclaimed joists from the previous upper storey that was removed. No physical access to the roof was possible at the site visit. The exterior of the corrugated metal roof appears to be in fair condition based on observation of the exposed roof edge and through small gaps between roof deck boards. Water stains exist in the attic and leakage has occurred. No gutters or downspouts exist.

Area 2's gable roof consists of one layer of wood planks supported by nine purlins. They bear on a ledger nailed to the former exterior wall of Area 1 (west), on the first truss in Area 3 to the east, and originally on another truss at the centre (cut and no longer supporting roof loads). This roof is also clad with corrugated metal roofing that exhibits some rust staining. There are no gutters or downspouts.

Area 3 has four trusses composed of log rafters and tie beams (one tie beam consists of two logs). Roofing is similar to that of Area 2. The boarding, building paper and corrugated metal are all of the same type. Architectural evidence indicates that all of the gable roof systems date from 1913 when the blacksmith shop was greatly expanded. There are two dormers on the south side of the roof. This roof is also clad with corrugated metal roofing that exhibits some rust staining. There are no gutters or downspouts.

Area 4's gable roof is partially a continuation of the purlin system from Area 3. All purlins and the ridge board continue from 2 m into Area 4. All but one of the purlins are lap jointed and continue to the east wall of the building. The other purlin is interrupted by a roof opening possible a chimney. This roof is clad with corrugated metal roofing that exhibits some rust staining. The east elevation's fascia is broken and splintered at the north end. There are no gutters or downspouts.

4.2.3.2. Observations

- There are penetrations through the roof assembly where water infiltration has occurred.
- There are local deficiencies around roof penetrations such as the chimneys, and at the intersection of the shed and front façade.
- Flashings and other water shedding details are not implemented resulting in deterioration of cladding below the roofs and down the face of the structure.
- Dormers at the roof edge exhibit deterioration.

4.2.3.3. Photos



Figure 4-36: Various roofing configurations found on the south elevation of Area 3. [PCA, 2018]



Figure 4-37: Roofing configuration found on the north elevation between Areas 3 and 4. [PCA, 2018]



Figure 4-38: Condition of the roofing and fascia on the south elevation of the two storey portion of Billy Biggs. [PCA, 2018]



Figure 4-39: Detailed view of the roofing construction as seen on the south elevation of Area 2. [PCA, 2018]

4.2.3.4. Assessment

- Most of the main roof appears to be in fair condition when viewed from a distance; however, if deficiencies are left unchecked they may compromise the roof's serviceability and the integrity of the building envelope, including the structure, interior finishes, and character-defining elements.

- The dormer windows on the building's south elevation could be only partially assessed from a distance.

4.2.4. Interiors

4.2.4.1. *Description*

Previous heritage recordings of Billy Biggs' identified a sequence of Areas numbered 1 through 4. Each is quite identifiable from one another as they have their own unique character and qualities.

Area 1 is at the west end of Billy Biggs' and is contained within the remains of the former hotel's shell. On the ground floor Parks Canada constructed plywood display window boxes with interpretive panels (1989). The building is selectively open for escorted tours during the visitor season. Visitors are able to walk the length of Billy Biggs by wall of a raised plywood boardwalk that allows for safe manoeuvring through the system of interior wood bracing. Interior finishes on the ground floor consist of unpainted horizontal wood planks on the walls and ceiling. The floor is simply exposed ground. Some blacksmithing artefacts remain in this Area. There is no interior access to the second floor Area 1, although physical evidence supports a stair location in the southeast corner. There is also evidence of a central post for the existing longitudinal beam spanning the structure. Interior finishes in the second floor are consistent with what is typically found in an attic – an exposed wood structural system for the roof and an exposed wall assembly. Portions of the flooring look like remnants of a finished wood floor from the time when Billy Biggs' had a proper full second storey. The rest of the flooring is the floor/ceiling assembly for the ground floor space below. Within the attic, there are remnants of former heating systems but the most prominent element is the internal wood system of bracing.

Area 2 is to the next section to the east. It is separated from Area 1 by a largely full height interior wood clad/stick frame wall. A partial wood clad/stick frame wall within the gable roof separates Area 2 from Area 3. Within this partial wall is a multi-lite wood window. Interior finishes consist of unpainted horizontal wood planks on the walls and the ceiling is the underside of the gable roof with its wood planks. The floor is also just the exposed ground.

Moving eastward through Billy Biggs' are the last two sections, Area 3 and Area 4. These are large open 'rooms' through which the boardwalk extends to the very far eastern end of the building. Interior finishes consist of the interior face of the log structural system and the ceiling is the underside of the gable roof with its wood planks. The exposed ground continues through these areas as the interior flooring surface. There is no heating system for the building, but an electrical system is in place.

4.2.4.2. *Observations*

- Exterior walls exhibit various eras of repair as the building has been raised and maintained over the years.
- Original layouts and their interior walls in the four Areas are still recognizable.

- Interior finishes are minimal throughout the four Areas. Where interior finishes exist, they are in fair condition such as the ceiling in Area 1 with areas of cracked wood planks.
- There are visible penetrations around windows and exterior doors where daylight is visible.
- Water stains are evident on the underside of the exposed roof sheathing boards.
- On the second floor, inaccessible as the interior stairway was removed, the walls are uninsulated.
- Chimney penetrations are evident at the second floor where they are suspended from the roofing.
- No flooring exists throughout other than the exposed ground.

4.2.4.3. *Photos*



Figure 4-40: Interior view looking east from the main entrance in Area 1. [PCA, 2018]



Figure 4-41: Interior view looking east from the boardwalk in Area 1. Some of the remaining blacksmith artefacts are still in place as seen in the upper right corner of the photo. [PCA, 2018]



Figure 4-42: Interior view looking west from the boardwalk in Area 2. [PCA, 2018]



Figure 4-43: Interior view looking east from the boardwalk in Area 2. [PCA, 2018]



Figure 4-44: Interior view looking east from the boardwalk in Area 4. [PCA, 2018]



Figure 4-45: Typical flooring and bracing condition as found in Area 4. [PCA, 2018]



Figure 4-46: Interior view looking south of the junction between Areas 2 and 3. Previous log repairs are seen in the lower left of the photo. [PCA, 2018]

4.2.4.4. *Assessment*

- The finishes of the main floor display space in Area 1 are in good condition and appear to meet the requirements of this use.
- Finishes in the main floor of Area 1 are in poor condition, given water infiltration issues.
- The second floor of Area 1 appears to be dry thereby suggesting that there are currently no active leaks.
- Several blacksmithing artefacts remain on the interior.

4.3. **Fire Protection**

The following section examines the fire safety equipment and systems installed in the building, in accordance with Part 9 of the National Building Code of Canada – 2015 (NBC).

4.3.1. Fire Alarm System / Fire signal receiving centres and transmitter systems

A fire alarm system is defined as a combination of interconnected devices consisting of at least a control unit, a manual station and an audible signal device, designed to warn the building occupants of an emergency fire condition. As the installed system does not include a ULC listed control unit, manual stations or an audible signalling device, the building is not currently equipped with a fire alarm system as defined under CAN/ULC S524-14:AMD1 "Standard for the Installation of Fire Alarm Systems".

Notification of a fire alarm signal to the fire department is currently provided through the ESC-8240 fire alarm signal transmitter that provides for active communication and is directly connected to the ESC Model 8100 alarm receiving unit proprietary monitoring system located at the Dawson City Fire Hall. In its current state, the fire alarm signal transmitter and monitoring system does not provide for monitoring in conformance with CAN/ULC-S561, "Installation and Services for Fire Signal Receiving Centres and Systems."

Conventional rate-of-rise and fixed temperature, restorable heat detectors (CR-135) are installed throughout the building. Every heat detector is protected from roof leaks with a sheet of plywood and poly-vapor barrier.

The circuit wiring is installed in a Class B style with an end-of-lines resistor located in junction boxes at the end of the circuit. The initiating circuits are No. 14 AWG (RW-90) cable type conductors and are installed in BX, flexible low voltage armoured cable. They appeared to be properly secured and fastened. This type of wiring method is permitted under Rule 32-102.(2) of the 2015 CEC (CSA 22.1) for buildings of combustible construction.

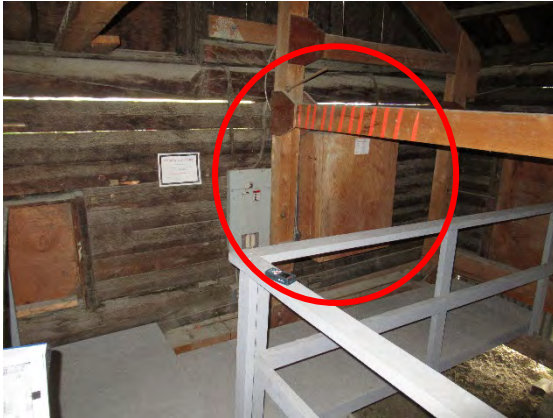


Figure 4-47: Fire Alarm Signal Transmitter / Control Unit (ESC 8240) Location



Figure 4-48: Fire Alarm Signal Transmitter / Control Unit (ESC 8240)



Figure 4-49: Heat Detector (Restorable)



Figure 4-50: Initiating Circuit End-of-Line Resistor

At the time of the inspection, the system trouble indicator was "OFF" and the power indicator lamp was "ON". Generally, the devices were free of physical damage and properly secured. The monthly and annual inspections, tests and maintenance appear to have been performed and records have been kept of these activities.

Based on the size of the building's current use, area and anticipated occupant load, a fire alarm system is not required to be installed nor be monitored for alarms and supervisory signals by a CAN/ULC S561 (2013 Edition) compliant signals receiving centre.

4.3.2. Emergency lighting / exit signs

Emergency lighting is not provided nor installed on every floor of the building as required under Article 9.9.12.3. of the NBC. Emergency lighting is required at every exit or principal routes providing access to exit in the building. Exit signs are not provided, nor required under Article 9.9.11.3. of the NBC.

4.3.3. Portable fire extinguishers

The building is provided with one (1) dry chemical, stored-pressure ABC multipurpose extinguisher. The fire extinguisher is installed on the ground floor of the building and is located at the main entrance. (See Figures 4-51 and 4-52)

Portable fire extinguishers are not installed on every floor of the building, nor located along normal paths of travel, including exits as required in the NBC, the National Fire Code of Canada (NFC) and NFPA 10 "Standard for Portable Fire Extinguishers".



Figure 4-51: Portable Fire Extinguisher (Dry Chemical ABC)



Figure 4-52: Portable Fire Extinguisher (Dry Chemical ABC)

The fire extinguisher currently installed appeared to be in good operating condition and free of physical damage. The inspection tags, stickers and collars are present and signed, indicating that the appropriate inspections, tests and maintenance activities have been performed. This includes monthly, annual, 6 year and 12 year ITM activities.

4.4. Code Compliance

The following section reviews the life safety and fire protection provisions set out by the National Building Code of Canada (NBC) 2015, the National Fire Code of Canada (NFC) 2015, and applicable local codes, industry standards, and government of Canada policies. The reviewed life safety and fire protection elements include, but are not limited to fire separations, fire exposures, building construction methods, other building systems; building egress, occupancy levels and classifications as well as building floor areas and layout.

4.4.1. Applicable Codes, Standards and Regulations

The following mandatory instruments establish the criteria for the protection of Parks Canada's assets and the safety of those who occupy and use them:

Canada Labour Code, Part II

Canada Occupational Health and Safety Regulations

Treasury Board Secretariat Publications:

- Policy on Management of Real Property
- Fire Protection Standard
- Standard for fire safety planning and fire emergency organization

National Research Council of Canada Publications:

- National Building Code of Canada (NBC) 2015
- National Fire Code of Canada (NFC) 2015

4.4.2. Building Occupancy

The existing building stands vacant most of the time. It is used on occasions to house local artist collections or to host small tours.

As per the description of the building's use since 1899 and for the purposes of the Building condition report, the building may be considered as a low hazard industrial occupancy. Consequently, the major occupancy would be defined as Group F3, Low-hazard industrial occupancies.

Billy Biggs' Blacksmith Shop is two storeys in building height, has a building area of approximately 230 m² and faces 2 streets. The 2nd floor, or Loft Area, has a floor area of approximately 65 m².

If the building were to be reconstructed today and be used as a blacksmith shop, it would most likely be designed in compliance with Part 9 of the 2015 NBC for a Group F3, Low-hazard industrial occupancies, up to 2 Storeys in building height.

4.4.3. Fire Separations

4.4.3.1. Floor Assemblies

The floor assembly separating the ground and 2nd floor, (refer to Figure 4-53 and Figure 4-54), is of combustible construction and not protected for exposure to fire on the underside. The floor assembly is of combustible construction and is made from 7/8" x 3 1/4" tongue and groove boards. The floor assembly does not appear to provide any protection sufficient to achieve the required 45 minute fire-resistance rating and would not be considered as a fire separation. The entirety of the 2nd floor is not separated from the remainder of the building by walls or a floor assembly that creates a continuous barrier against the spread of fire or to retard the passage of smoke.



Figure 4-53: Loft Floor Assembly, Seen From the Ground Floor



Figure 4-54: Loft Floor Assembly, Seen From the Loft

4.4.4. Structural Fire Protection

In accordance with Article 9.10.8.3, the load bearing and structural elements supporting the floor assembly above the ground floor are required to have a fire-resistance rating not less than 45 minutes. The load bearing elements are wood and are therefore considered to be of combustible construction. The exterior and interior loadbearing walls and columns on the ground floor, as can be seen below, do not provide any protection nor would they be considered to achieve a specific fire resistance rating.



Figure 4-55: Loft Floor Assembly, Seen From the Ground Floor



Figure 4-56: Structural elements supporting the building and 2nd floor, Loft floor assembly

4.4.5. Occupant Load

In accordance with Sentence 9.9.1.3.(1) of the NBC, the occupant load shall be the number of persons for which such areas are designed, but not fewer than that determined from Table

3.1.17.1., unless it can be shown that the area will be occupied by fewer persons. Based on its previous use, the current occupant load for the building, in accordance with Table 3.1.17.1, for a manufacturing or process rooms (blacksmith) would be:

Based on its previous use, the occupant load for the ground floor building was calculated, in accordance with Table 3.1.17.1, as such:

Table 1: Occupant Load Calculation for Ground Floor

Floor Level/Area	Type of Use of Floor Area or Part Thereof	Area per person (m ²)	Floor Area, (m ²)	Occupant Load (Persons)
Ground floor	Manufacturing or process rooms	4.6	230	50
Total				50

4.4.6. Building Egress

The following section examines the means of egress and exits provided in the building.

4.4.6.1. Number of Exits

In accordance with Article 9.9.8.2, and based on its current use and floor area, the building must be served by a minimum of two (2) exits. An exit is defined as that part of a means of egress, including doorways, that leads from the floor area it serves to a separate building, an open public thoroughfare, or an exterior open space protected from fire exposure from the building and having access to an open public thoroughfare.

4.4.6.2. Exiting from the Building

The building is provided with one (1) exit that discharges onto Third Avenue. The minimum number of exits in this building is not met. A floor area is permitted to be served by one (1) exit if the floor area and travel distance requirements conform to those required in Article 9.9.7.4 and the total occupant load served by an exit facility does not exceed 60 persons.

Table 2: Occupant Load Calculation for Ground Floor

Floor Level/Area	Floor Area (m ²)	Maximum Distance to Exit Door (m)	Occupant Load (Persons)	Compliant
Ground floor	230	32	50	X
NBC	200	15	< 60	-



Figure 4-57: Main Entrance from West Exit from Third Ave.

4.4.6.3. Exiting from the 2nd Floor (Loft Area)

The 2nd floor measures approximately 65 m² and is currently not provided with a code compliant exit facility. Access to the floor is provided through a locked door that must be reached by a ladder. (See Figure 4-58 and Figure 4-59) In its current state, there is no interior access to the 2nd floor. An exterior staircase was located on the south in the past and there is physical evidence that an interior stair was located in the southeast corner.



Figure 4-58: Access to the 2nd Floor from Outside
(South/West Elevation - Third Ave.)



Figure 4-59: Access to the 2nd Floor from Outside
(South Elevation)

4.4.6.4. Door Swing

In accordance with Sentence 9.9.6.4.1) and 9.9.6.5.1), exit doors shall swing on its vertical axis and open in the direction of exit travel. The double exit doors on the ground floor discharging onto Third Avenue swing on their vertical access and in the direction of exit travel. In their current state, the direction which the exit doors open would appear to be code compliant.



Figure 4-60: Main Entrance on Third Ave.

4.4.7. Spatial Separation and Exposure Protection

The following table identifies the exposed building area, the limiting distance, and the construction of exposing building face requirements for the building under subsection 9.10.14 of the 2015 NBC.

Table 3: Spatial Separation and Exposure Protection

Wall	Approx. EBF Area (m ²)	L.D. (m)	Required FRR (H)	Construction Type Required	Cladding Type Required	Unprotected Opening Limits (%)
South	115	7.8	0.75	Combustible or noncombustible	Noncombustible	27.1 %
East (Rear Laneway)	27	4	0.75	Combustible or noncombustible	Noncombustible	39 %
West (Third Ave.)	46	8	0.0	N/A	N/A	100 %
North (Princess St.)	95	5	0.75	Combustible or noncombustible	Noncombustible	26 %



Figure 4-61: North / West Exposed Building Face
(Princess St. / Third Ave.)



Figure 4-62: North / East Exposed Building Face
(Princess St / Rear Laneway)



Figure 4-63: West / South Exposed Building Face
(Third Ave.)



Figure 4-64: South / East Exposed Building Face

In its current state, the construction of the exposed building faces does not meet the requirements of Article 9.9.14.5 of the NBC. The lower extremities of the North, South and East walls on sections 2, 3 and 4 of the building are covered in noncombustible (galvanized sheet metal) cladding. Every exterior wall is considered as being constructed of combustible material and in the most part clad in combustible material. Consequently, the exposed building faces are considered as being 100% unprotected. The West building face exposed to Third Ave. is the only compliant building face. As such, no modifications are required.

4.4.8. Life Safety and Fire Hazards

4.4.8.1. Combustible Contents and Fuel Loads

The fuel load and ignition sources on the ground floor include electricity, arson, smoking, overheated materials, open flames, exposures, spontaneous ignition and chemical reactions, lightning.

4.4.8.2. Arson / Exterior Sources of Ignition

Although there have been a few reported cases of vandalism in the area, there has not been any registered unlawful entry into the building. Arson is always a risk however, the building is on a highly visible street corner and open to view on all sides. The likelihood of an incident is considered as unlikely.

Smoking is not be permitted in the building and there were no cigarette butts seen in those locations where conditions are such as to make smoking a fire or explosion hazard.

4.4.8.3. Open Flames

Devices having open flames or operations using open flames were not noticed during the time of inspection.

4.4.8.4. Use of Dangerous Goods

The use of dangerous goods within the building, was not noticed during the time of inspection.

4.4.9. Fire Department Access and Site Resources

4.4.9.1. Fire Department Access

The primary fire department access point to the building is the main entrance, located at the intersection of Princess Street and Third Avenue. The shortest unobstructed and clear access path from the road to the primary response point is approximately 1.7 m. Access to the rear of the building is only provided within the building through an elevated catwalk that measures approximately 27 m in length. The electrical panel and fire alarm transmitter are located in the rear of the building. Access to the 2nd floor, loft area, is only available by ladder through a door on the South side of the building.



Figure 4-65: Fire Department Access to Building via Third Avenue



Figure 4-66: Access to rear of building (electrical / fire alarm transmitter)



Figure 4-67: Fire Department Access to 2nd floor (Loft Area)

The provided access to the building appears to meet the requirements of Subsection 9.10.20 in the NBC for the provisions for Firefighting.

4.4.9.2. Water Supply

There are two available hydrants in vicinity of the building. The closet municipal fire hydrant is located on Third Avenue in front of Browns Harness Shop approximately 29 m away. The hydrant is located at approximately 99 m from the front entrance to the building.

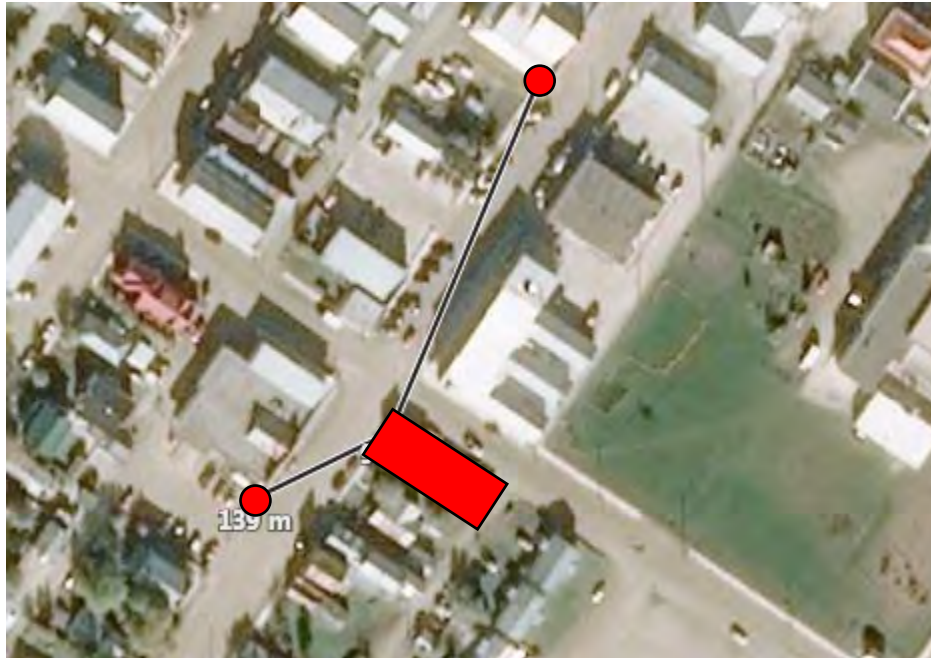


Figure 4-68: Site Layout and Building and Hydrant Location



Figure 4-69: Third Ave. Hydrant | South West (39 m)



Figure 4-70: Third Ave. Hydrant | North East (99 m)

5. CONCLUSIONS AND RECOMMENDATIONS

5.1. Heritage Conservation

- Conserve the heritage value of the building as defined in its *Statement of Heritage Value* and required under the *TB Policy on Management of Real Property*.
- Conserve the heritage value and cultural resources of Dawson Historical Complex NHS as defined in its *Commemorative Integrity Statement*, including those related to the complex of buildings, the streetscape and archeological resources of the site.
- Consider different options at the early stage of the project to help in selecting a use that will have minimal impact on the heritage value of the building and of the NHS.
- Follow the recommendations of *The Standards and Guidelines for the Conservation of Historic Places in Canada* in developing the design of the selected option.
- Involve professionals with cultural resource management expertise in all stages of the project to help in mitigating impacts to the heritage value of the building and of the NHS.

5.2. Structure

Original Structure:

- In general, the structural integrity of the original fabric is severely compromised, and is reliant on the interior frame structure to maintain its current form. Future conservation to restore the structural integrity of the original fabric will be extensive and will likely require the replacement of numerous structural members.
- It is recommended that, discussions and considerations should be carried out as to determine the long-term structural conservation plan for this asset, including: looking at foundation solutions to address the permafrost movement, and careful consideration in the as to how the original structural systems be incorporated / presented.
- As part of the long-term conservation of the asset, it is recommended that minimal destructive testing (such as through the use of a resistograph) be undertaken in order to determine the extent of deterioration of each log. This will help define the scope / extent conservation work to be completed on deteriorated logs.

Interior Frame:

- In general, the interior frame appears to be in good condition. It is recommended that the cribbing be regularly reviewed to ensure that the cribs are shimmed tight to the underside of the frame.

- It is recommended that the railings on the central walking aisle be reviewed, and potentially reinforced.

5.3. Building Envelope

4.2.1 Exterior Wall Assembly

- The exterior and interior of Billy Biggs should be fully recorded to create a 3D model of the building. From the model, as found drawings should be produced to supplement archival versions of as found drawings and to confirm if the building is structural sound.
- Billy Biggs exhibits considerable deterioration of the building envelope and will continue to deteriorate at a rapid rate if multiple issues are not rectified.
- The lower 600 mm of the exterior walls are entirely deteriorated in places and require reconstruction dependent on the proposed use. Deterioration continues and loss of original building fabric is inevitable should the structure not be rehabilitated.
- These are areas that should be monitored on a regular basis and after periods of prolonged rain and storms to confirm if there are ongoing issues with water infiltration. Areas of concern include the dormer windows and their attachment to the superstructure.
- It is recommended that a detailed physical investigation of the building envelope of Area 1 be conducted prior to implementing any changes to the building envelope or the insertion of any mechanical systems. It is further recommended that new systems be designed to address the specific deficiencies of the existing building envelope or that new solutions be designed to address current deficiencies.

4.2.2 Exterior Doors and Windows

- Rehabilitation and/or reconstruction of the windows, doors and their associated trims will be required to address a range of deficiencies.
- Further investigation is required to determine if the north, east and south elevations were ever painted.
- The ground floor storefront windows and doors require only minor repairs.

4.2.3 Roof, Soffit, Parapet and Fascia

- Access to the roofing plus the building's front façade and dormer windows was not possible during the site visit. Access should be provided to investigate and fully assess its condition along with any flashing details.
- The extent of the membrane system and its detailing around roof penetrations installed circa 2006 needs to be confirmed.
- Inspections of the roof sheathing is necessary and replacement and/or repair may be required with particular attention to areas where chimney penetrations exist.
- Roof systems are under designed, as is evident by the extensive bracing from within, and will require engineering consideration and possible redesign of current bracing to accommodate new circulation patterns.
- Roofing repairs such as the following may be required:
 - Install new perimeter flashings.

- Install through wall flashing at the base of the wall above the foundation skirting and above all window and door openings.
- If the membrane is not continuous across the entire structure the roof should be replaced with a new waterproof roof system with a minimum 50-year service life that can protect historic roof elements. The existing corrugated metal roofing can be reinstalled over this system.

4.2.4 Interiors

- If not already completed, a full regime of testing for designated substances should be completed.
- Complete rehabilitation of the building envelope of Area 1 may be necessary to accommodate future uses.
- The options analysis will drive recommendations to fully confirm the approach to the rehabilitation of the interiors.
- Any wall and floor penetrations found on the second floor should be repaired.

5.4. Fire Protection

5.4.1. Fire Alarm System / Fire signal receiving centres and transmitter systems

In accordance with Article 9.10.18.2, a fire alarm system is not required to be installed in the building. If a fire alarm system were installed in the building, it would not be required to be monitored for alarms and supervisory signals by a CAN/ULC S561 (2013 Edition) compliant signals receiving centre.

Based on the age of the buildings and its historical significance and heritage value, it is recommended the current fire alarm transmission system be maintained until the need arises to upgrade or replace it. The installation of fire detection devices (heat detectors) and a fire alarm signal transmitter should be maintained in the building to ensure the early detection of a fire and transmission of a signal to the Fire Department.

5.4.2. Emergency lighting / exit signs

Emergency lighting shall be provided to an average level of illumination not less than 10 lx at floor level at each exit and principal routes providing access to exit.

5.4.3. Portable fire extinguishers

Additional portable fire extinguishers must be installed in the building, along the catwalk and in the rear of the building at a maximum travel distance of 15.25 m between extinguishers.

In accordance with the NBC, NFC and NFPA 10 a portable fire extinguisher is required at every exit and on every floor in every building with the exception of houses or dwelling units. They shall be conspicuously located where they are readily accessible and immediately available in the

event of fire and shall be located along normal paths of travel, including every exit from the floor areas.

5.5. Code Compliance

5.5.1. Fire Separations

Although the 2nd floor is not separated from the remainder of the building by walls or a floor assembly that creates a continuous barrier against the spread of fire or to retard the passage of smoke, modifications would not be required at this time, as the floor is inaccessible and for the most part abandoned.

5.5.2. Exiting from the Building

A second exit should be provided on the ground floor in the rear of the building to limit the probability that persons will not have access to an alternative exit in the event one exit is blocked or obstructed in an emergency situation, which could lead to delays in the evacuation or movement of persons to a safe place, which could lead to harm to persons.

Based on its current state and use (vacant), is it not necessary to install an exit facility serving the 2nd floor.

5.5.3. Spatial Separation and Exposure Protection

The intent of providing adequate spatial separations and exposure protection is to limit the probability that fire will spread from the one building to an adjacent building during the time required for emergency responders to perform their duties, which could lead to damage to the adjacent building or vice versa. The building is vacant most of the time and has little to no internal ignition sources, therefore, it is the opinion of the Fire Protection Engineer that modifications to the exposed building face are not required at this stage. This opinion is based on the additional level of fire detection installed in the building and the time required to notify the Fire Department through the fire alarm signal transmission system. This system is present and is above what the NBC requires for this type of building.

In the event that the building becomes occupied or that the use changes in any way, the spatial separations, limiting distance and exposure protection will have to be re-evaluated and upgraded accordingly.

5.5.4. Design and code analysis

A complete design and code analysis shall be prepared by a Building Code Consultant where any of the following activities are undertaken:

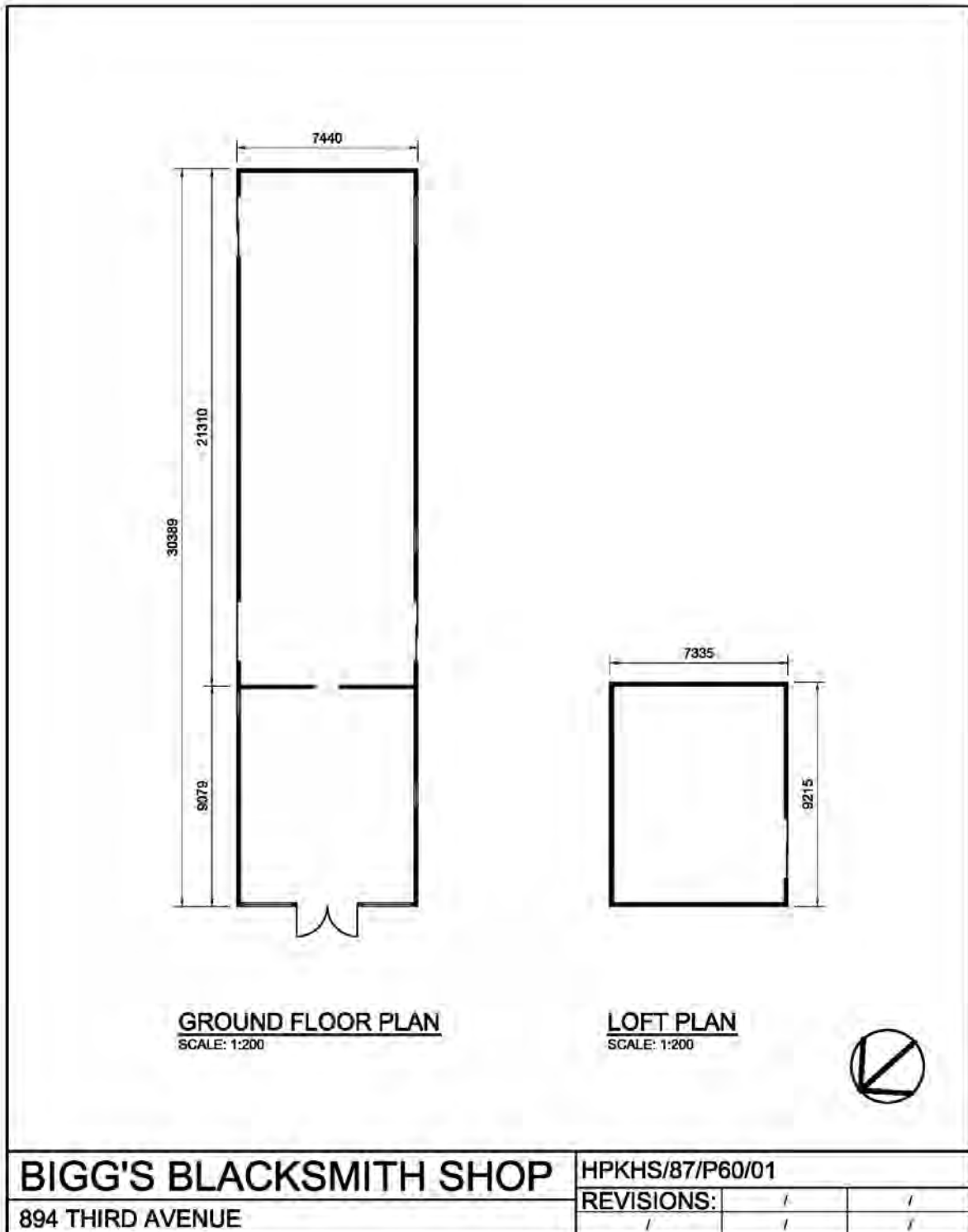
- The building or portions of it, including the 2nd floor, become fully occupied;
- There is a change in the use of the building or part thereof;
- property is altered, renovated, retrofitted or expanded.

The code analysis should be included with every significant design phase must be updated and modified as the design develops.

A complete design and code analysis shall be performed to detail each relevant code requirement and then clearly describe how the design meets or exceeds the requirements of relevant codes and standards. Where applicable, specify the following fire and life-safety provisions:

- a) Building Code analysis (standard Building Code compliance chart);
- b) Classification of occupancy;
- c) Expected occupant load;
- d) Requirements for fire-rated walls, fire-rated doors, fire dampers, smoke barriers, fire stop systems, fire blocks;
- e) Interior finish ratings;
- f) Number of exits, exit protection and separation of exit facilities;
- g) Portable fire extinguishers;
- h) Water supply for fire protection and evaluation of available supply with potential demand;
- i) Fire alarm system (the type of alarm system and a description of fire alarm zones);
- j) Connection to and description of the fire alarm monitoring system;
- k) Emergency and exit lighting;
- l) Emergency power;
- m) Coordination with physical security, access control and force protection requirements;
- n) Fire department access;
- o) Spatial separations and exposure protection, including detailed calculations for the subject building and any surrounding infrastructure;
- p) Description of hazardous materials storage including Petroleum, Oil and Lubricants (POL) and dangerous goods;
- q) Description of any hazardous activities occurring in the building, including restricted egress, processes involving HAZMAT or dangerous goods, or any activity causing increased risk to life and property; and
- r) Description of any applicable requirements of the National Fire Code of Canada, including Part 2 Building and Occupant Fire Safety, Part 3 Indoor and Outdoor Storage, Part 4 Flammable and Combustible Liquids and Part 5 Hazardous Processes and Operations.

6. Billy Biggs' Drawings



Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

AGENDA ITEM:	Official Community Plan and Zoning Bylaw 2021 Annual Review	
PREPARED BY:	Stephanie Pawluk, CDO, Stephani McPhee, PDA	ATTACHMENTS: 1. Draft Bylaw 2021-14 (OCP Amendment No. 4) 2. Draft Bylaw 2021-15 (ZBL Amendment No. 14)
DATE:	December 2, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Municipal Act Official Community Plan Zoning Bylaw	

RECOMMENDATION

It is respectfully recommended that Council give First Reading to Amendment Bylaw 2021-14 and 2021-15.

ISSUE / PURPOSE

The Official Community Plan is required to be reviewed on an ongoing basis, specifically in October each year. The Zoning Bylaw is reviewed annually in tandem. This review was initiated in September on account of the election.

BACKGROUND SUMMARY

OCP s. 16.2 states that "Council shall schedule a review of the OCP at the first regular meeting in the month of October in each year and proceed to amend it as deemed advisable at that time". The Zoning Bylaw is also reviewed in tandem.

ANALYSIS / DISCUSSION

When assessing the OCP and Zoning Bylaw, it is first important to understand the fundamental purpose of each document. Though they are both binding documents under *the Municipal Act*, they both serve a different purpose that is implemented differently in practice.

An OCP is conceptual and high-level, outlining municipal goals and strategies. According to S. 279(1) of the *Municipal Act*, the purpose of an OCP is to address a range of concepts such as goals for future land development, the provision of municipal services and facilities, environmental matters, transportation systems, etc.

A ZBL is different in the sense that it provides the actionable mechanism to implement the goals and conceptual framework provided by the OCP. According to S. 289(1) of *the Municipal Act*, "A zoning bylaw may prohibit, regulate, and control the use and development of land and buildings in a municipality".

OCP Bylaw Amendments

On October 13th at meeting CW21-27, Council presented a list of items in the Official Community Plan to be reviewed and researched by Administration. Administration incorporated this feedback into the following

proposed amendments. To be clear, all OCP amendments have been requested by Council; Administration does not recommend these changes at this time.

1. Add stronger language to encourage the adaptive reuse or rehabilitation of vacant properties and derelict buildings. Administration recommends adding stronger language to both S.6.0 Land Use Concept and S.7.0 Housing to ensure that all underutilized land can be developed, not only residential properties.

6.0 Land Use Concept

Edit S.6.3 Implementation Approaches

- “~~Encourage~~ Promote a vibrant and livable neighborhood character by developing and applying strategies to ~~enforce~~ promote future development and adaptive reuse of under-used properties and derelict buildings, such as ~~the consideration of development incentives and or disincentives~~”
- The rationale from Council was to provide stronger language in the OCP regarding the encouragement and repurposing of empty buildings. Although the recommendation was for S.7.0 Housing, Administration felt it was applicable in S.6.0 Land Use Concept as well. Administration felt that adding stronger language in both places meets Council’s intent of the development of vacant land and derelict buildings.
- At Dec 1, 2021 COW, Council requested the word “enforce” be changed.

7.0 Housing

Edit S.7.2 Implementation Approaches to:

- Change “~~Encourage~~ *Develop and apply strategies, such as through incentivizing and disincentivizing, to enforce* owners of vacant land and underutilized parcels, particularly in the historic townsite, to either develop or sell their land”.
 - The intent of Council’s direction was to provide stronger language to the OCP around encouraging the repurposing of empty buildings.
2. At meeting CW21-27, Administration was directed to amend s.12.1 to:
 - “~~Encourage~~ Maintain healthy and active lifestyles through the provision of parks and recreational resources that meet the needs of Dawson’s diverse population.”
 - The intent of Council was to add more proactive language to this clause; however, Administration is questioning whether this change is proactive for the following reason: ‘maintain’ implies that the goal has already been achieved and that the direction is merely maintenance. For this reason, this change has not been included in the draft bylaw.
 3. S.12.2 Implementation Approaches:
Edit “~~Consider~~ Maintain and develop partnerships with Tr’ondëk Hwëch’in, Yukon Government, industry, ~~or~~ and other nongovernment organizations to enhance and maintain recreational facilities.”
 - At Dec 1, 2021 COW, Council requested that “Maintain and” be added.
 4. Council commented on S.14.0 Municipal Infrastructure, stating that stronger language should exist in the Implementation Approaches section to reinforce the Municipality’s duty to provide legitimate water and sewer disposal abilities to all residents.
Given the high-level nature of an Official Community Plan document, Administration feels that the language that already exists in S.14.2 ‘Implementation Approaches’ is sufficient to address the Municipality’s obligation to provide opportunity for sewage disposal. S.14.2 states, “Increase the capacity of the existing water and sanitary servicing systems to accommodate future community growth and system expansion”. This clause addresses this need to increase system expansion,

inherently giving authority to implementation documents, including the Zoning Bylaw and other plans such as the North End Plan. For this reason, this change has not been included in the draft bylaw.

5. OCP map amendment to correct what is believed to have been a mistake when the 2018 OCP Land Use Designations map was created, which designated Blocks 11 + 14 Government Reserve Addition Institutional (INT). Administration recommends that Block 11, Lots 1+2, Block 12, Lot 1, Block 13, and Lot 16, Block 14, Government Reserve Addition be re-designated Mixed Use (MU) and Lots 1-4 + 8-15, Block 14, and Lot 16, 116B/3, Government Reserve Addition to Urban Residential (UR), as shown in Figure 1.

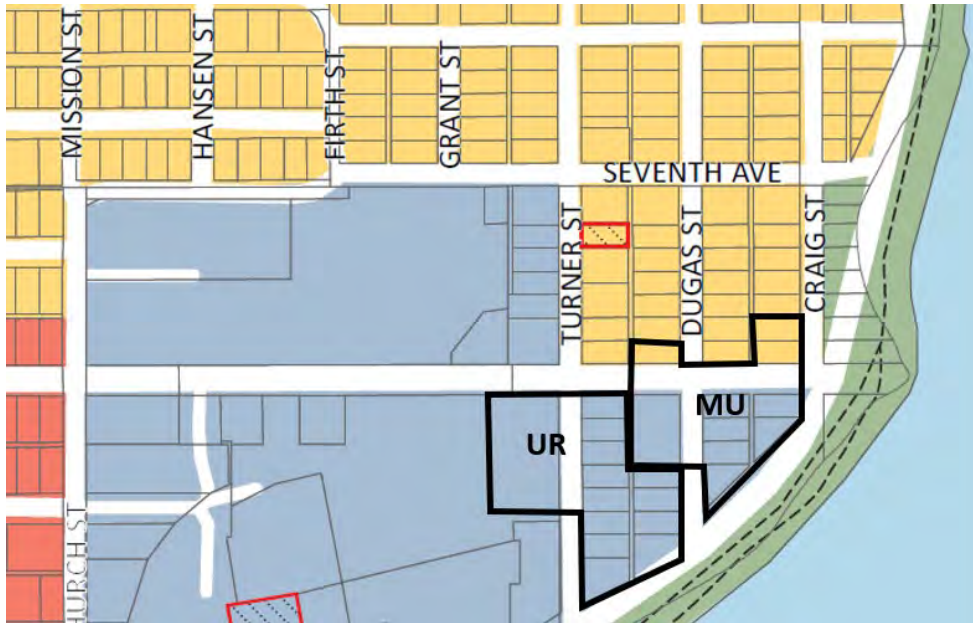
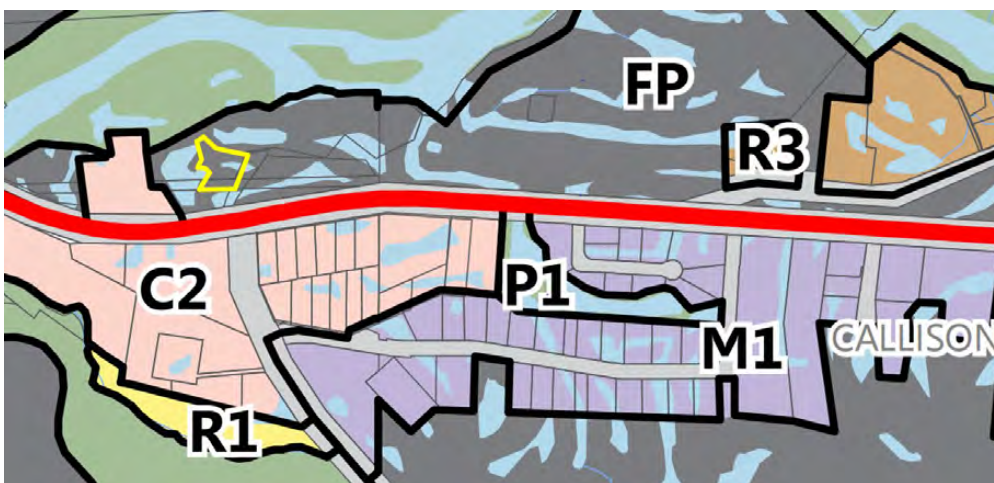


Figure 1.OCP Map Amendments

Zoning Bylaw Amendments

1. ZBL map amendment to correct what is believed to have been a mistake when the 2018 Zoning Bylaw map was created, which zoned titled Lot 1213 QUAD 116B/03 Future Planning (FP) instead of Commercial Mixed Use (C2), which it was previously zoned.



2. Edit the 'EXHIBITION AND CONVENTION FACILITIES' definition (p. 8) as follows: means a development that ~~is owned and managed by a public authority or non-profit agency and that~~ provides permanent facilities for meetings, seminars and conventions, product and trade fairs, circuses, and other exhibitions.

3. Amend 'Garden Suite' to differentiate Garden Suites from Secondary Suites, as they are differentiated in s. 8.8 'Secondary and Garden Suites'

GARDEN SUITE means a ~~type of secondary suite~~ self-contained secondary dwelling unit that is within in accessory building, located on a lot where the principal use is either a single detached dwelling unit or a duplex and where both dwelling units are registered under the same land title, as shown in figure 2-3. A garden suite can be up to 100% of the floor area of the accessory building.

Amend s. 8.8.3: "~~no more than~~ **only** one secondary suite **or garden suite** is permitted per principal single detached dwelling".

4. Add 'Heliport' to C2 and M1 permitted uses and to definitions. The City of Whitehorse defines and permits 'aircraft sales/service' in their Mixed-Use Commercial/Industrial zone. 'HELIPORT' means development used for the take-off and landing, sale, charter, or rental of helicopters together with maintenance services, and the sale of parts and accessories.
5. Add a definition for 'REGULAR MAINTENANCE AND REPAIR': **means the routine assessment of a building's structural integrity through repairs, maintenance, or installations that do not alter the size of the building, involve the rearrangement or replacement of structural supporting elements, or constitute structural alteration.**
6. Adding signage definition for clarity.
7. S. 4.1.1.3 indicates that a security deposit is to be posted for demolition applications to ensure that the intended redevelopment occurs. This section does not indicate precisely *when* the security deposit is to be released. This has caused deposits to be released inconsistently. Administration requests that Council chooses one of the following three options to provide administrative clarity. The recommended option is a) receipt of occupancy, to promote the competition of livable, usable structures.
 - a. **Receipt of the occupancy permit**, where applicable (it is not always applicable in cases where the redevelopment is a park for example).
 - i. If the goal is to ensure that the redevelopment is a usable, occupancy-level structure, then this would meet this goal. This is the recommended option.
 - b. **CDO confirmation of the completion of the development permit** that was approved as the redevelopment plan.
 - i. A site visit only ensures that the permitted development occurred where it was permitted to occur (adequate setbacks) and that the design is consistent with what was approved. It does not ensure internal completion of the structure. If the intent of the security deposit and re-development requirement is to have a structure that will meet the taxation threshold, then this meets the goal; however, if the goal is to have a usable, occupancy-level structure, then this does not meet the goal.
 - c. **Clad to weather building stage**. This would require the addition of a definition for clad to weather.
 - i. Clad to weather is defined by YG in a land lotteries document: "the building is clad to the weather when it is sealed to the elements (wind, rain or snow). Siding can be Tyvek, plywood with corners sealed, etc. All soffits and fascia must be installed."
 - ii. This is one step below CDO confirmation, as described above, because it would not be possible to assess the design at this stage.
 - iii. If the intent of the security deposit and re-development requirement is to have a structure that will meet the taxation threshold, then this meets the goal; however, if

the goal is to have a usable, occupancy-level structure, then this does not meet the goal.

8. Amend s. 4.2 'Development Permit Not Required' to:

- a. S. 4.2.1 "regular maintenance and repair of any building or structure, provided it does not include structural alterations or does not change the use or intensity of use of the land, building, or structure, **or include external building envelope alterations within the Historic Townsite**"
- b. Remove 4.2.2 "regular maintenance and repair of any building or structure in the heritage management areas that meets the heritage management design guidelines".

This section can be removed since it will now be accounted for in s. 4.2.1. The intent of this change is to improve clarity and ensure external changes go through the permitting and HAC process in the historic townsite, even if they constitute regular maintenance and repair, as is practice.

9. Remove "**under section 4.4.1**" from s. 4.4.2: Development Permit Appeals as this is not how appeals have been implemented in practice. Referencing s. 4.4.1 means that applicants can only appeal the CDO's decision if the appeal is in regard to a development agreement, refusal on the basis of inadequate services such as water/sewer or outstanding taxes, permit conditions, or if a development permit is suspended or revoked. The City has been consistently offering applicants the opportunity to appeal permit decisions on any basis any time a permit is denied. The ZBL should be updated to accurately reflect this practice.

Additionally, Administration proposes adding additional steps to s. 4.4.2 to clarify the process of appeals. This would be done in accordance with other appeals outlined in the *Municipal Act* including subdivision and Board of Variance appeals.

4.4.2 Development Permit Appeals

1. An applicant aggrieved by the decision of the development officer **under section 4.4.1** may appeal to Council within 30 days of the date of the decision.
2. Appeal applicants shall be limited to the original development permit applicant and landowner.
3. **All maps, plans, drawings, and written material that the applicant intends to rely on in support of the appeal must be filed at least 10 days before the day of the hearing.**
4. **Council shall within 30 days of receipt of an appeal under this section grant permission, refuse permission, or grant permission with conditions.**
5. **The hearing of the appeal shall be public and the council must hear**
 - (a) the appellant or any person representing the appellant; and**
 - (b) every person who was given notice of the hearing who wishes to be heard or any other person who claims to be affected by the matter or their agents.**
6. **The decision of the council shall**
 - (a) be based on the facts and merits of the case;**
 - (b) be in writing and set forth the reasons; and**
 - (c) be personally delivered or mailed to the appellant within 10 days of the date the decision was made.**
7. **A decision of a council under this Section is final and binding and there is no further appeal from it.**

10. Administration had proposed a complete review of the public notification and hearing processes under s. 5.1 'Subdivision' at the September 14, 2021 meeting. It is now proposed that this comprehensive review be postponed until the draft Subdivision Bylaw be forwarded to Council for First Reading in order to ensure alignment of the bylaws; however, recommends that s. 5.1.6 be repealed as Administrative practice has not included the posting of physical signs to properties being considered for a subdivision. The posting of a physical sign is not a requirement of the Municipal Act and Administrative resources could be better allocated.
11. Amend s. 6.2 for clarity: "When a structure is being moved off of a lot within the historic townsite, the application must be accompanied by an approved redevelopment plan **for the original lot**, to the satisfaction of the development officer."
12. Add a clause to s. 7.1 to clarify the required setback distance between accessory buildings. Currently, s. 7.1.2 outlines the required distance between principal and accessory buildings, but there is no indication of the required setback between accessory structures. For clarity, all building-to-building setbacks should be addressed.

Amend 7.1.2 to "~~accessory~~ buildings and structures must be set back at least 3.05 m (10 ft.) from:

- i. any principal building, **unless otherwise stated in the appropriate zone's 'Parcel Requirements' table.**
 - ii. **any accessory building, unless otherwise stated in the appropriate zone's 'Parcel Requirements' table.**
13. It has been observed that the 10-foot setback requirements between principal and accessory buildings is perhaps no longer legislatively relevant nor best practice; therefore, it is proposed that 5ft be required between buildings in the R1 and R2 zones. The City of Whitehorse's Zoning Bylaw #2012-20 requires accessory buildings to "not be located less than 1 m (3.3 ft) from the principal building" (s. 5.1.2.e).
 - The rationale behind minimizing the setback requirement between buildings on a lot is to offer more flexibility, specifically when it comes to the construction of garden suites, etc. Given the need for housing in the townsite, offering flexibility for property owners might provide incentive to build accessory dwelling units on lots that might not have been able to previously due to setback requirements.
 - Additionally, it has been observed that many heritage structures in town do not have setbacks between them. As a result, a lack of flexibility in building-to-building setback distances on lots with heritage structures often leads to non-compliance, and therefore, no ability to obtain development permits. Therefore, applicants cannot upkeep or rehabilitate heritage structures.
 - Informed by the Building Inspector, according to the National Building Code, no required setbacks specifically are in place to regulate the distance between residential buildings (accessory and principal). Although setbacks could be 0ft, according to Code, 5ft was chosen for the following reasons:
 - Hazard/fire reduction
 - Impacts on urban form and scale
 - More comprehensive research would be required to consider limiting the setback distance further

The Protective Services Manager gave his approval of minimizing the building-to-building setback in R1 and R2 zones to 4ft.

14. Add to section 7.5 'Heritage' to create a process whereby Council or the Heritage Advisory Committee (HAC recommended) makes decisions on compliance concerns that arise through the development permitting process on registered historic structures. In the past, these kinds of situations were addressed by variance applications to the Board of Variance; however, this is technically inconsistent with the intention of variances, as outlined in the *Municipal Act*. As such, there is currently no process in place to approve major development permits (structural alterations) for registered historic structures that may have a noncompliant setback or may not meet the minimum square footage or height requirements. This results in owners of non-compliant registered historic structures not being able to (legally) upkeep and maintain the building, resulting in structural disrepair over time. This issue is in direct conflict with the City's mandate to protect registered historic structures.

It is important that not all exceptions from the requirements are granted for registered historic sites, as there are varying degrees and impacts of noncompliance and as such, there cannot be a one size fits all rule. This is why it is recommended that a board decision process be implemented as each situation is unique. It is not recommended that these decisions are made Administratively, as a public process ensures equitability and transparency.

Proposed: s. 7.5.1: "If, through the development permitting process for a structural alteration, it is found that a registered historic structure is legally non-conforming and does not meet the zone's minimum parcel requirements, the application is to be forwarded to the Heritage Advisory Committee.

- I. At the sole discretion of the Heritage Advisory Committee, the legal non-conforming, noncompliant minimum parcel requirement(s) of the registered historic structure may be waived so long as the proposed development does not increase the legal non-conforming nature of the use or structure.

15. Amend s. 9.2.5: "Except where cash in lieu is provided in accordance with City bylaws, the required off street parking and loading spaces shall be located on the same parcel as the building they serve or on a separate lot within 152.4 m (500 ft.) of the building **and must be registered as an easement**".

16. Add 'Child Care Centres' to Table 9-1 'REQUIRED OFF-STREET PARKING SPACES.' The City of Whitehorse's Zoning Bylaw #2012-20 requires 1 parking stall per 8 children for Child Care Centres. The same is recommended.

17. Add the following to Table 10-1 (under Signs):

Signs	Maximum Size	Permitted Type
Painted fascia sign	No maximum size	Fixed

Amend 10.0.4 to:


"Signage, **including lettering** must be erected **or applied** in such a manner as to reflect heritage design guidelines **and the heritage management plan** if it is located in the historic townsite."

Amend S.10.0.5 to:

"Prior to erection **or installation** all fixed, free-standing, or projecting types of signs shall be approved by the development officer", as per HAC's request.

18. Administrative edit of table numbering in the R2 zone on p. 54.

19. Amend s. 13.1.3.2.III as follows: residential security units must: “be constructed and operational after the construction of the principal building, **unless the permitted use of the property does not require a principal building**”.
20. Administrative edit of s. 4.01 and 4.02 of Zoning Amendment Bylaw No. 6 (Bylaw #2019-17) due to incorrect numbering, as follows:
- 4.01 Section **14.2 13.0** is hereby amended by adding a new section **14.2.4 13.1.4** titled ‘Special Modifications’.
- 4.02 Section **14.2.4 13.1.4** is hereby amended by adding a new section as follows: a) Grant numbers: P 00748, P 00749, P 00750, P 07901, P 07992, P 07993, P 07994, P 08446, P 08861, P 08862, P 08981, P 10413, P 10414, P 10783, P 35904, P 35905 are temporarily zoned Industrial until November 4, 2030, as per Bylaw No. 2019-17.
21. Move 13.1.1.21 ‘residential security unit’ to 13.1.2.4 Secondary uses in M1 zone.
22. Administrative edit: move Table 14-1 below s. 14.1.2.1
23. S. 14.2.3.1 currently renders all P2 zoned parcels in the Historic Townsite as C1. Administration believes this clause should read “The regulations contained in **Table 12-1** of this bylaw shall apply to all P2 parcels that are located within the historic townsite...” and has included this change in the amendment bylaw.
24. Repeal s. 17.5.6. Administrative practice has not included the posting of physical signs to properties being considered for a zoning amendment. The posting of a physical sign is not a requirement of the *Municipal Act* and Administrative resources could be better allocated.
25. Administrative numbering edit of s. A.1.4, A.2.4, A.3.2

APPROVAL		
NAME:	Paul Robitaille, Acting CAO	SIGNATURE:
DATE:	December 3, 2021	



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

WHEREAS section 265 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that a council may pass bylaws for municipal purposes, and

WHEREAS section 289 of the Municipal Act provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the Municipal Act provides for amendment of the Zoning Bylaw;

THEREFORE, pursuant to the provisions of the *Municipal Act* of the Yukon, the council of the City of Dawson, in open meeting assembled, **ENACT AS FOLLOWS:**

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the ***Zoning Bylaw Amendment No. 14 Bylaw***

2.00 Purpose

2.01 The purpose of this bylaw is to provide for:

- (a) A re-zoning of Lot 1213 QUAD 116B/03 FP: Future Planning to C2: Commercial Mixed Use.
- (b) A series of text amendments.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

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THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) “city” means the City of Dawson;
- (c) “council” means the Council of the City of Dawson;

PART II – APPLICATION

4.00 Amendments

- 4.01 This bylaw amends Schedule B to re-zone Lot 1213 QUAD 116B/03 FP: Future Planning to C2: Commercial Mixed Use, as shown in Appendix 1.
- 4.02 Repeal the EXHIBITION AND CONVENTION FACILITIES definition in S.2.2 and replace with the following: “EXHIBITION AND CONVENTION FACILITIES means a development that provides permanent facilities for meetings, seminars and conventions, product and trade fairs, circuses, and other exhibitions”.
- 4.03 Repeal the GARDEN SUITE definition in S.2.2 and replace with the following: “GARDEN SUITE means a self-contained secondary dwelling unit that is within an accessory building, located on a lot where the principal use is either a single detached dwelling unit or a duplex and where both dwelling units are registered under the same land title, as shown in figure 2-3. A garden suite can be up to 100% of the floor area of the accessory building”.
- 4.04 Insert the following definition to S.2.2: “HELIPORT means development used for the take-off and landing, sale, charter, or rental of helicopters together with maintenance services, and the sale of parts and accessories”.
- 4.05 Insert the following definition to S.2.2: “REGULAR MAINTENANCE AND REPAIR means the routine assessment of a building’s structural integrity through repairs, maintenance, or installations that do not alter the size of the building, involve the rearrangement or replacement of structural supporting elements, or constitute structural alteration”.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

- 4.06 Insert the following definition to S.2.2: "SIGN, FIXED means a wall sign, fixed on the surface of a building".
- 4.07 Insert the following definition to S.2.2: "SIGN, FREE STANDING means a self-supporting sign permanently fixed to the ground and visibly separated from a building".
- 4.08 Insert the following definition to S. 2.2: "SIGN, PAINTED FASCIA means a wall sign painted directly on the surface of a building, visible to the street".
- 4.09 Insert the following definition to S. 2.2: "SIGN, PROJECTING means any self-supporting sign other than a wall sign which is attached to or projects more than 45cm from the face of a structure or building wall with no visible guywires, braces, or secondary supports".
- 4.10 Insert the following clause to S. 4.1.1.3: "The security deposit is to be released upon receipt of the occupancy permit, where applicable."
- 4.11 Repeal S. 4.2.1 and replace with the following: "regular maintenance and repair of any building or structure, provided it does not include structural alterations or does not change the use or intensity of use of the land, building, or structure, or include external building envelope alterations within the Historic Townsite".
- 4.12 Remove S. 4.2.2.
- 4.13 Remove "under section 4.4.1" from S. 4.4.2.
- 4.14 Insert the following clauses to S. 4.4.2 as follows:
3. "All maps, plans, drawings, and written material that the applicant intends to rely on in support of the appeal must be filed at least 10 days before the day of the hearing.
4. Council shall within 30 days of receipt of an appeal under this section grant permission, refuse permission, or grant permission with conditions.
5. The hearing of the appeal shall be public and Council must hear:
- (a) the appellant or any person representing the appellant; and
- (b) every person who was given notice of the hearing who wishes to be heard or any other person who claims to be affected by the matter or their agents.
6. The decision of Council shall:



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

- (a) be based on the facts and merits of the case;
- (b) be in writing and set forth the reasons; and
- (c) be personally delivered or mailed to the appellant within 10 days of the date the decision was made.

7. A decision of Council under this section is final and binding and there is no further appeal from it.

- 4.15 Repeal S. 5.1.6
- 4.16 Repeal S. 6.2 and replace with the following: "When a structure is being moved off of a lot within the historic townsite, the application must be accompanied by an approved redevelopment plan for the original lot, to the satisfaction of the development officer."
- 4.17 Repeal S. 7.1.2 and replace with the following: Amend S. 7.1.2 to "buildings and structures must be set back at least 3.05 m (10 ft.) from:
 - i. any principal building, unless otherwise stated in the appropriate zone's 'Parcel Requirements' table.
 - ii. any accessory building, unless otherwise stated in the appropriate zone's 'Parcel Requirements' table."
- 4.18 Insert the following to S. 7.5.1: "If, through the development permitting process for a structural alteration, it is found that a registered historic structure is legally non-conforming and does not meet the zone's minimum parcel requirements, the application is to be forwarded to the Heritage Advisory Committee.
 - I. At the sole discretion of the Heritage Advisory Committee, the legal non-conforming, noncompliant minimum parcel requirement(s) of the registered historic structure may be waived so long as the proposed development does not increase the legal non-conforming nature of the use or structure."
- 4.19 Repeal S. 8.8.3 and replace with the following: "only one secondary suite or garden suite is permitted per principal single detached dwelling".
- 4.20 Repeal S. 9.2.5 and replace with the following: "Except where cash in lieu is provided in accordance with City bylaws, the required off street parking and loading spaces shall be located on the same parcel as the building they serve or on a separate lot within 152.4 m (500 ft.) of the building and must be registered as an easement".



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Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

- 4.21 Insert 'Child Care Centres' as a use to Table 9-1 'REQUIRED OFF-STREET PARKING SPACES', requiring 1 parking stall per 8 children.
- 4.22 Insert 'Painted fascia sign' to Table 10-1 'SIGN REGULATIONS', with no maximum size requirement, as shown in Appendix 2.
- 4.23 Repeal S. 10.0.4 and replace with the following: "Signage, including lettering must be erected or applied in such a manner as to reflect *Heritage Design Guidelines* and the Heritage Management Plan if it is located in the historic townsite."
- 4.24 Repeal S. 10.0.5 and replace with the following: "Prior to erection or installation, all fixed, free-standing, or projecting types of signs shall be approved by the development officer."
- 4.25 Add the following bullet under 'Minimum setback of buildings from' in 'TABLE 11-1 R1 ZONE MINIMUM PARCEL REQUIREMENTS': "accessory buildings: 1.5m / 5ft".
- 4.26 Insert the following bullet under 'Minimum setback of buildings from' in 'TABLE 11-3 R2 ZONE MINIMUM PARCEL REQUIREMENTS': "accessory buildings: 1.5m / 5ft".
- 4.27 Repeal S. 11.2.2 table title and replace with the following: 'TABLE 11-2: R2 ZONE MINIMUM PARCEL REQUIREMENTS'.
- 5.00 Repeal S. 4.01 and 4.02 of Zoning Amendment Bylaw No. 6 (Bylaw #2019-17), and replace with the following:
- "4.01 Section 13.0 is hereby amended by adding a new section 13.1.4 titled 'Special Modifications'."
- "4.02 Section 13.1.4 is hereby amended by adding a new section as follows: a) Grant numbers: P 00748, P 00749, P 00750, P 07901, P 07992, P 07993, P 07994, P 08446, P 08861, P 08862, P 08981, P 10413, P 10414, P 10783, P 35904, P 35905 are temporarily zoned Industrial until November 4, 2030, as per Bylaw No. 2019-17."
- 5.01 Repeal S.13.1.3.2.III and replace with the following: "be constructed and operational after the construction of the principal building, unless the permitted use of the property does not require a principal building".
- 5.02 Remove 'residential security unit' from S.13.1.1.20 and add to Secondary Uses in S.13.1.2.4.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

- 5.03 Move 'TABLE 14-1: P1 ZONE MINIMUM PARCEL REQUIREMENTS' below S.14.1.2.1.
- 5.04 Repeal S.14.2.3.1 and replace with the following: "The regulations contained in Table 12-1 of this bylaw shall apply to all P2 parcels that are located within the historic townsite as shown on Schedule "D"."
- 5.05 Repeal s. 17.5.6.
- 5.06 Administrative numbering edit of s. A.1.4, A.2.4, A.3.2
- 5.07 Add 'Heliport' to 'Permitted Uses' in S.12.2.1 and S.13.1.1

PART III – FORCE AND EFFECT

6.00 Severability

- 6.01 If any section, subsection, sentence, clause, or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder unless the court makes an order to the contrary.

7.00 Enactment

- 7.01 This bylaw shall come into force on the day of the passing by Council of the third and final reading.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

8.00 Bylaw Readings

Readings	Date of Reading
FIRST	
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

William Kendrick, Mayor
Presiding Officer

Cory Bellmore, CAO
Chief Administrative Officer



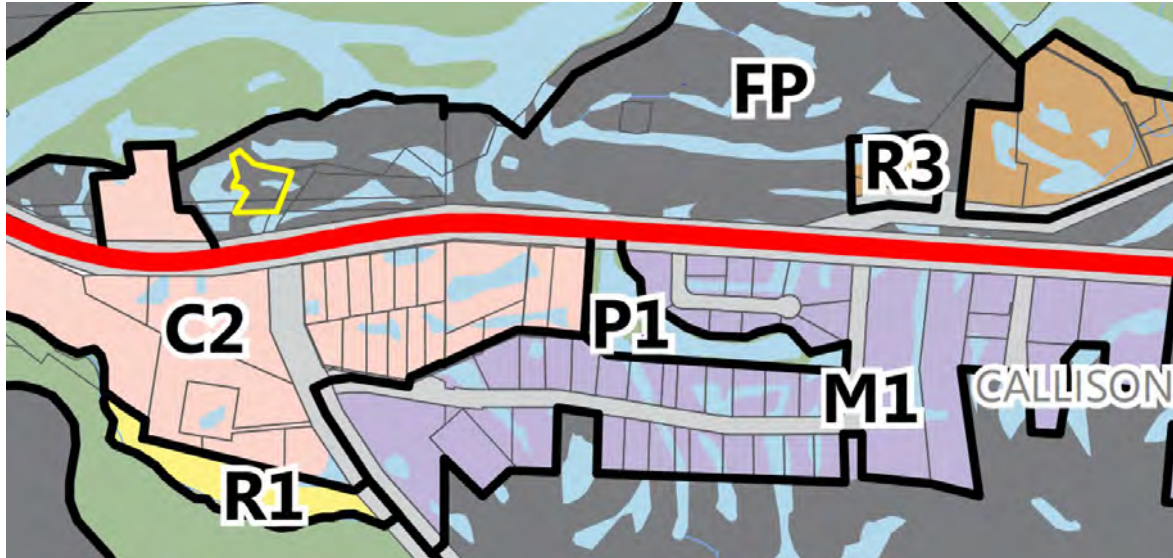
THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

9.00 Appendices

Appendix 1. Amendment to Schedule B



Appendix 2. Amendment to Table 10-1

Signs	Maximum Size	Permitted Type
Painted fascia sign	No maximum size	Fixed



THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

WHEREAS section 265 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that a council may pass bylaws for municipal purposes, and

WHEREAS section 278 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that a council must, within three years of formation or alteration of municipal boundaries, adopt or amend by bylaw an official community plan.

WHEREAS section 285 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that an official community plan may be amended, so long as the amendment is made in accordance with the same procedure established for adoption of an official community plan.

THEREFORE, pursuant to the provisions of the *Municipal Act* of the Yukon, the council of the City of Dawson, in open meeting assembled, **ENACT AS FOLLOWS:**

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the **Official Community Plan Amendment No. 5 Bylaw**

2.00 Purpose

2.01 The purpose of this bylaw is to provide for:

- (a) A series of text amendments
- (b) A re-designation of lands from Institutional to Urban Residential and Downtown Core



THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

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THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) "Amended Area" means the area shown in Appendix 1;
- (c) "Bylaw Enforcement Officer" means a person employed by the City of Dawson to enforce bylaws;
- (d) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (e) "City" means the City of Dawson;
- (f) "Council" means the Council of the City of Dawson;

PART II – APPLICATION

4.00 Amendments

- 4.01 Repeal S.6.3 and replace with: "Promote a vibrant and livable neighborhood character by developing and applying strategies to promote future development and adaptive reuse of under-used properties and derelict buildings, such as development incentives and disincentives".
- 4.02 Repeal S.7.2 and replace with: "Develop and apply strategies, such as incentivizing and disincentivizing, to enforce owners of vacant land and underutilized parcels, particularly in the historic townsite, to either develop or sell their land".
- 4.03 Repeal S.12.2 to: "Maintain and develop partnerships with Tr'ondëk Hwëch'in, Yukon Government, industry, and other nongovernment organizations to enhance and maintain recreational facilities".
- 4.04 This bylaw re-designates Block 11, Lots 1+2, Block 12, Lot 1, Block 13, and Lot 16, Block 14, Government Reserve Addition to Mixed Use (MU) and Lots 1-4 + 8-15, Block



THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

14, and Lot 16, 116B/3, Government Reserve Addition to Urban Residential (UR), as shown in Appendix 1.

PART III – FORCE AND EFFECT

5.00 Severability

5.01 If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder unless the court makes an order to the contrary.

6.00 Enactment

6.01 This bylaw shall come into force on the day of the passing by Council of the third and final reading.

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	
MINISTERIAL NOTICE	
PUBLIC HEARING	
SECOND	
MINISTERIAL APPROVAL	
THIRD and FINAL	

William Kendrick, Mayor

Presiding Officer

Cory Bellmore, CAO

Chief Administrative Officer



THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

8.00 Appendices

Appendix 1. Amendment to Schedule C

