

CITY OF DAWSON
AGENDA - COUNCIL MEETING #C24-24
TUESDAY, December 17, 2024 at 7:00 p.m.
Council Chambers, City of Dawson Office

Join Zoom Meeting

<https://us02web.zoom.us/j/87392638258?pwd=YXVvGpGiD6rVgerCQ5C8aej0lctQrL.1>

Meeting ID: 873 9263 8258

Passcode: 014245

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

1. Council Meeting Agenda #C24-24

3. PUBLIC HEARINGS

1. Subdivision Application #24-113- Lots 11 and 12, Block LH, Ladue Estate
2. Subdivision Application #24-114- Lot 18 and S½ of Lot 17, Block B, Ladue Estate

4. PROCLAMATIONS

1. Elaine Grandy Day
2. Receive Sister City Flag

5. ADOPTION OF THE MINUTES

1. Council Meeting Minutes C24-18 of October 15, 2024
2. Council Meeting Minutes C24-19 of November 12, 2024
3. Special Council Meeting Minutes C24-22 of December 3, 2024
4. Council Meeting Minutes C24-23 of December 10, 2024

6. REFERRALS FROM PREVIOUS MEETINGS

1. Development Incentive RE: Development Permit #23-087

7. BUDGET & FINANCIAL REPORTS

1. 2025 Provisional Budget (2024 Budget)

8. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

1. 2024-2025 Deputy Mayor Appointments
2. 2025 Council and Committee of the Whole Meeting Dates
3. Association of Yukon Communities (AYC) and Klondike Visitors Association (KVA) Board Representative Appointments
4. Travel Approval-Newly Elected Officials Training
5. Community Grant and Recreation Grant Fund-September Intake
6. TH/CoD MOU Endorsement
7. Subdivision Application #24-114- Lot 18 and S½ of Lot 17, Block B, Ladue Estate

9. BYLAWS & POLICIES

1. Council Remuneration Bylaw (2024-10)-2nd and 3rd Reading
2. Zoning Bylaw Amendment No. 32 (2024-13)-2nd and 3rd Reading

10. PUBLIC QUESTIONS

11. ADJOURNMENT



NOTICE OF PUBLIC HEARING

Subdivision Application

(Subdivision Application #24-113)

Subject Property	Lots 11&12, Block LH, Ladue Estate
Date and Time	December 17th, 2024 7:00pm
Location	Council Chambers, City Hall
Listen to Public Hearing	Radio CFYT 106.9 FM or cable channel #11



As per Bylaw, S.5.1.4.II, upon receiving an application for subdivision, Council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the subdivision application of Lots 11&12, Block LH, Ladue Estate.

For more information or to provide your input prior to the public meeting, please contact:

Planning Assistant
Box 308, Dawson, YT Y0B 1G0
PlanningAssist@cityofdawson.ca
867-993-7400 ext. 438

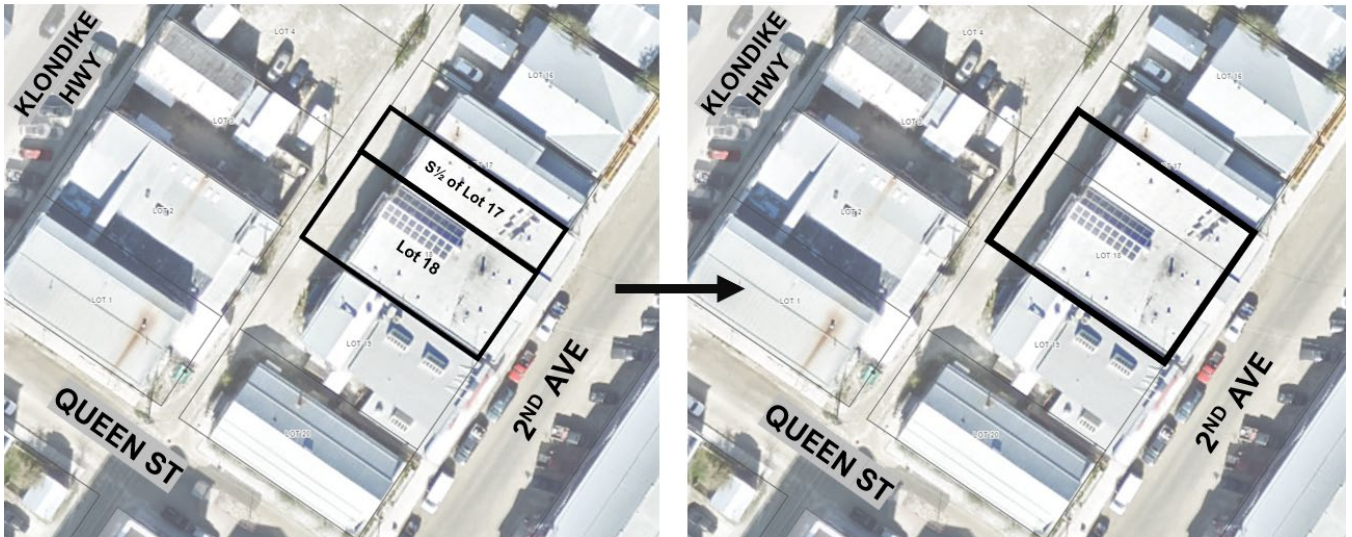


NOTICE OF PUBLIC HEARING

Consolidation Application

(Subdivision Application #24-114)

Subject Property	Lot 18 and S½ of Lot 17 , Block B, Ladue Estate
Date and Time	December 17th, 2024 7:00pm
Location	Council Chambers, City Hall
Listen to Public Hearing	Radio CFYT 106.9 FM or cable channel #11



As per Bylaw, S.5.1.4.II, upon receiving an application for consolidation, Council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the consolidation application of Lot 18 and S½ of 17, Block B, Ladue Estate.

For more information or to provide your input prior to the public meeting, please contact:

Planning Assistant
Box 308, Dawson, YT Y0B 1G0
PlanningAssist@cityofdawson.ca
867-993-7400 ext. 438

PROCLAMATION

Elaine Grandy Day
December 23, 2024



Whereas Council wishes to recognize Elaine Grandy on her retirement from Canada Post December 23, 2024; and,

Whereas Elaine is a long-time resident of Dawson City of some 47 years and who attended and graduated from the Robert Service High School; and

Whereas Elaine has worked for Canada Post since 1999; and

Whereas Elaine is a proud member of the Yukon Order of Pioneer Women; and

Whereas Elaine has a big heart, and is a wonderful member of our community; now

Therefore I, Stephen Johnson, as Mayor of the City of Dawson, Yukon Territory, do hereby proclaim **December 23, 2024**, to be:

"Elaine Grandy Day"

in the City of Dawson, Yukon Territory, and commit this observance to the people of Dawson City.

Stephen Johnson, Mayor

MINUTES OF COUNCIL MEETING C24-18 of the Council of the City of Dawson held on Tuesday, October 15, 2024 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Mayor William Kendrick
 Councillor Patrik Pikálek
 Councillor Brennan Lister
 Councillor Alexander Somerville
 Councillor Julia Spriggs

REGRETS:

ALSO PRESENT:

CAO: David Henderson
 MC: Elizabeth Grenon
 PDM: Farzad Zarringhalam
 CFO: David Ni

1 CALL TO ORDER

The Chair, Councillor Somerville called Council Meeting C24-18 to order at 7:00 p.m.

C24-18-01

2 ADOPTION OF AGENDA

Moved By: Mayor Kendrick
Seconded By: Councillor Somerville

That the agenda for Council Meeting C24-18 of October 15, 2024 be adopted as amended.

CARRIED UNANIMOUSLY

-Add Bylaw #2024-10 Council Remuneration Bylaw

3 DELEGATIONS & GUESTS

3.1 Christiane Cramp RE: Subdivision Application #24-087

Christiane explained the situation regarding her Subdivision Application (#24-087) and asked that Council approve the subdivision or amend the zoning bylaw to change the zoning from Country Residential back to its original zoning because the property use to be the site of a farm.

4 PUBLIC HEARINGS

4.1 Subdivision Application #24-087-Lot 1072, Quad 116B/03

The Chair called for submissions. The Chair called for submissions a second time. The Chair called for submissions a third and final time, and hearing none declared the Public Hearing closed.

5 ADOPTION OF MINUTES

- C24-18-02** **5.1 Council Meeting Minutes C24-15 of August 20, 2024**
Moved By: Councillor Somerville
Seconded By: Mayor Kendrick
- That the minutes of Council Meeting C24-15 of August 20, 2024 be approved as presented.
- CARRIED UNANIMOUSLY
-
- C24-18-03** **5.2 Special Council Meeting Minutes C24-17 of September 19, 2024**
Moved By: Councillor Spriggs
Seconded By: Councillor Pikálek
- That the minutes of Special Council Meeting C24-17 of September 19, 2024 be approved as presented.
- CARRIED UNANIMOUSLY
-
- 6 FINANCIAL & BUDGET REPORTS**
-
- C24-18-04** **6.1 Accounts Payables #24-16 to #24-19, Cheque #61102 to #61288 & EFT's**
Moved By: Mayor Kendrick
Seconded By: Councillor Somerville
- That Council acknowledges receipt of the Accounts Payables #24-16 to #24-19, Cheques #61102 to #61288 and EFT's, provided for informational purposes.
- CARRIED UNANIMOUSLY
-
- 7 SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS**
-
- C24-18-05** **7.1 Inaugural Meeting of Newly Elected Council- Schedule for October 29th, 2024**
Moved By: Councillor Somerville
Seconded By: Mayor Kendrick
- That Council approves scheduling the inaugural meeting of newly elected Council for October 29, 2024.
- CARRIED UNANIMOUSLY
-
- Mayor Kendrick declared a conflict of interest and left the meeting.*
- 7.2 Budget Amendment RE: Retaining Wall-Main Motion**
Moved By: Councillor Somerville
Seconded By: Councillor Pikálek
- That Council accept the budget amendment as required for work conducted at 625 Eighth Avenue.
-
- C24-18-06** **7.2.1 Budget Amendment RE: Retaining Wall-Amendment of Main Motion**
Moved By: Councillor Spriggs
Seconded By: Councillor Somerville
- That the motion be amended to add the word "Capital" in front of the word "budget" and add the following after the word "Avenue"; "in the amount of \$45,000 to be funded from the contingency reserve."
- CARRIED UNANIMOUSLY
-

- C24-18-07** **7.2.2 Budget Amendment RE: Retaining Wall-Amended Main Motion**
Moved By: Councillor Somerville
Seconded By: Councillor Pikálek
- That Council accept the Capital budget amendment as required for work conducted at 625 Eighth Avenue in the amount of \$45,000 to be funded from the contingency reserve.
- CARRIED UNANIMOUSLY
- Mayor Kendrick returned to the meeting.*
-
- C24-18-08** **7.3 Subdivision Application #24-087 Lot 1072, Quad 11B/03**
Moved By: Mayor Kendrick
Seconded By: Councillor Pikálek
- That Council postpone Subdivision Application 24-087 to the meeting of November 19, 2024.
- CARRIED 4-1
-
- 8 BYLAWS & POLICIES**
-
- C24-18-09** **8.1 Council Remuneration Bylaw (2024-10)**
Moved By: Councillor Somerville
Seconded By: Councillor Pikálek
- That Council give Bylaw 2024-10, being the Council Remuneration Bylaw, first reading, as amended.
- CARRIED UNANIMOUSLY
-
- C24-18-10** **8.1.1 Council Remuneration Bylaw (2024-10)-Amendment #1**
Moved By: Councillor Somerville
Seconded By: Councillor Pikálek
- That Section 4.01 be amended to replace \$18,846.39 with \$20,000 and 4.02 be amended to replace \$12,564.36 with \$14,000.
- CARRIED 4-1
-
- C24-18-11** **8.1.2 Council Remuneration Bylaw (2024-10) Amendment #2**
Moved By: Mayor Kendrick
Seconded By: Councillor Somerville
- That Section 6.01(b) be amended to read as follows: “in the case of late notice of the event or meeting, subsequent to the last meeting of council prior to the applicable event or meeting, has been approved by a majority of council via an email poll of council and identified as such at the next scheduled meeting of council for information purposes. Such polling to be administered by the Municipal Clerk” and that Section 7.02 be amended such that wording is consistent with 6.01(b): “In the case of late notice of the event or meeting requiring travel, subsequent to the last meeting of council prior to the applicable event or meeting, approval by a majority of council can be requested via email poll of council and identified as such at the next scheduled meeting of council for information purposes. Such polling to be administered by the municipal clerk.”
- CARRIED UNANIMOUSLY
-

C24-18-12 **8.1.3 Amendment #3**
Moved By: Councillor Spriggs
Seconded By: Councillor Pikálek

That Council direct administration to amend Section 4.03(a)(1) to change the annual increase from 2.5% to 5%.

CARRIED 4-1

C24-18-13 **8.1.4 Amendment #4**
Moved By: Councillor Somerville
Seconded By: Councillor Spriggs

That second reading of Bylaw 2024-10 have an interim review clause.

CARRIED UNANIMOUSLY

Mayor Kendrick left his seat declaring that he was a citizen and sat in the public seating area to participate in the public question period.

9 PUBLIC QUESTIONS

Cud Eastbound had questions regarding the City of Dawson suing a Dawson resident.

Diana Andrew had a question regarding Cheque #61143 Munisight Ltd.

William Kendrick had questions regarding his property dispute between himself and the City of Dawson.

Mayor Kendrick returned to his seat.

C24-18-14 **10 ADJOURNMENT**
Moved By: Mayor Kendrick
Seconded By: Councillor Pikálek

That Council Meeting C24-18 be adjourned at 9:33 p.m. with the next regular meeting of Council being November 19, 2024.

CARRIED UNANIMOUSLY

THE MINUTES OF COUNCIL MEETING C24-18 WERE APPROVED BY COUNCIL CONSENT AT COUNCIL MEETING C24-XX OF DECEMBER 17, 2024.

 Stephen Johnson, Mayor

 David Henderson, CAO

MINUTES OF COUNCIL MEETING C24-19 of the Council of the City of Dawson held on Tuesday, November 12, 2024 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Mayor Stephen Johnson
 Councillor Justine Hobbs
 Councillor Tobias Graf
 Councillor Darwyn Lynn
 Councillor Cud Eastbound

REGRETS:

ALSO PRESENT:

CAO: David Henderson
 MC: Elizabeth Grenon
 PDM: Farzad Zarringhalam
 CFO: David Ni

- | | | | |
|------------------|------------|---|---|
| | 1 | CALL TO ORDER | The Chair, Mayor Johnson called Council meeting C24-19 to order at 7:00 p.m. |
| C24-19-01 | 2 | ADOPTION OF AGENDA
Moved By: Councillor Hobbs
Seconded By: Councillor Lynn | That the agenda for Council Meeting C24-19 of November 12, 2024 be adopted as presented.

CARRIED UNANIMOUSLY |
| | 3 | FINANCIAL & BUDGET REPORTS | |
| | 3.1 | Budget Presentation-Questions From Council-Directions and/or Amendments From Council | The CAO, David Henderson and the CFO, David Ni, presented to Council for discussion the Operating Budget, Capital Budget, Projects Summary, Reserves Summary, and Fees and Charges. |
| C24-19-02 | 3.2 | Extend Meeting
Moved By: Mayor Johnson
Seconded By: Councillor Hobbs | That Council meeting C24-19 be extended not to exceed one hour.

CARRIED UNANIMOUSLY |
| | 4 | PUBLIC QUESTIONS | |

Diana Andrew had questions regarding the Food Cycler Program and the capital budget.

Kim Biernaskie had questions on cable TV and water metering costs.

C24-19-03 **5** **ADJOURNMENT**
Moved By: Councillor Lynn
Seconded By: Councillor Hobbs

That Council Meeting C24-19 be adjourned at 10:05 p.m. with the next regular meeting of Council being November 19, 2024.
CARRIED UNANIMOUSLY

THE MINUTES OF COUNCIL MEETING C24-19 WERE APPROVED BY CONSENT OF COUNCIL AT COUNCIL MEETING C24-XX OF DECEMBER 17, 2024.

Stephen Johnson, Chair

David Henderson, CAO

MINUTES OF SPECIAL COUNCIL MEETING C24-22 of the Council of the City of Dawson held on Tuesday, December 3, 2024 at 6:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Mayor Stephen Johnson
 Councillor Justine Hobbs
 Councillor Tobias Graf
 Councillor Darwyn Lynn
 Councillor Cud Eastbound

REGRETS:

ALSO PRESENT:

CAO: David Henderson
 MC: Elizabeth Grenon
 PDM: Farzad Zarringhalam

Swearing in Council with revised oaths of allegiance

	1	CALL TO ORDER The Chair, Mayor Johnson called Special Council meeting C24-22 to order at 6:05 p.m..
	2	SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS
C24-22-01	2.1	Subdivision Application #24-087, Lot 1072, Quad 116B/03 Moved By: Councillor Graf Seconded By: Councillor Lynn That Council not approve Subdivision Application #24-087, to subdivide Lot 1072, Quad 116B/03 into two lots, due to Zoning Bylaw compliance issues. CARRIED 4-1
C24-22-02	2.2	Zoning Bylaw Amendment No.32 (Bylaw #2024-13) Moved By: Councillor Eastbound Seconded By: Councillor Hobbs That Council give Bylaw #2024-13, being the Zoning Bylaw Amendment No.32 Bylaw, first reading. CARRIED UNANIMOUSLY
C24-22-03	3	ADJOURNMENT Moved By: Councillor Hobbs Seconded By: Councillor Lynn

That Special Council Meeting C24-22 be adjourned at 6:27 p.m. with the next regular meeting of Council being December 17, 2024.

CARRIED UNANIMOUSLY

THE MINUTES OF SPECIAL COUNCIL MEETING C24-22 WERE APPROVED BY CONSENT OF COUNCIL AT COUNCIL MEETING C24-XX OF DECEMBER 17, 2024.

Stephen Johnson, Mayor

David Henderson, CAO

MINUTES OF COUNCIL MEETING C24-23 of the Council of the City of Dawson held on Tuesday, December 10, 2024 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Councillor Darwyn Lynn
 Councillor Justine Hobbs
 Councillor Tobias Graf
 Councillor Cud Eastbound

REGRETS:

Mayor Stephen Johnson

ALSO PRESENT:

CAO: David Henderson
 MC: Elizabeth Grenon
 PWM: Jonathan Howe
 CFO: David Ni

1 CALL TO ORDER

1.1 Appoint Chair for Budget Meeting C24-23

Moved By: Councillor Hobbs

Seconded By: Councillor Eastbound

Councillor Hobbs nominated Councillor Lynn to Chair Budget Meeting C24-23. Councillor Eastbound seconded the nomination. All of Council agreed.

1.2 Call to Order

The Chair, Councillor Lynn called Budget meeting C24-23 to order at 7:00 p.m.

C24-23-01 2 ADOPTION OF AGENDA

Moved By: Councillor Hobbs

Seconded By: Councillor Eastbound

That the agenda for Budget meeting C24-23 of December 10, 2024 be adopted as presented.

CARRIED UNANIMOUSLY

3 BYLAWS & POLICIES

3.1 CAO Presentation-Municipal Financial Challenges

**C24-23-02 3.2 2025 Annual Operating Budget and Capital Expenditure Bylaw (2025-01)-
 First Reading**

Moved By: Councillor Hobbs

Seconded By: Councillor Eastbound

That Council give bylaw 2025-01, being the 2025 Annual Operating Budget and Capital Expenditure Program Bylaw, first reading.

CARRIED UNANIMOUSLY

-
- | | |
|------------------|--|
| C24-23-03 | <p>3.2.1 Request for Cost Benefit for Each Capital Expenditure Item
 Moved By: Councillor Eastbound
 Seconded By: Councillor Hobbs</p> <p>That Council direct administration to provide a detailed cost benefit analysis of these seven items 1.Bylaw Vehicle 2.Ford 150 3.In-town Backhoe 4.Phone System 5.Picnic Tables 6. Fitness Equipment 7. Snowdog 8. IT Operating Costs.</p> <p>CARRIED UNANIMOUSLY</p> |
| C24-23-04 | <p>3.3 2025 Tax Levy Bylaw (2025-02)-First Reading
 Moved By: Councillor Eastbound
 Seconded By: Councillor Hobbs</p> <p>That Council give bylaw 2025-02, being the 2025 Tax Levy Bylaw, first reading.</p> <p>CARRIED UNANIMOUSLY</p> |
| C24-23-05 | <p>3.4 Fees and Charges 2025 Amendment bylaw (2025-03)-First Reading
 Moved By: Councillor Hobbs
 Seconded By: Councillor Eastbound</p> <p>That Council give bylaw 2025-03, being the Fees and Charges 2025 Amendment Bylaw, first reading.</p> <p>CARRIED UNANIMOUSLY</p> |
| | <p>4 PUBLIC QUESTIONS</p> |
| C24-23-06 | <p>5 ADJOURNMENT
 Moved By: Councillor Hobbs
 Seconded By: Councillor Graf</p> <p>That Council Meeting C24-23 be adjourned at 8:57 p.m. with the next regular meeting of Council being December 17, 2024.</p> <p>CARRIED UNANIMOUSLY</p> |
-

THE MINUTES OF COUNCIL MEETING C24-23 WERE APPROVED BY CONSENT OF COUNCIL AT COUNCIL MEETING C24-24 OF DECEMBER 17, 2024.

 Darwyn Lynn, Chair

 David Henderson, CAO



City of Dawson

Report to Council

Agenda Item	Development Incentive for Development Permit application #23-087
Prepared By	Planning and Development
Meeting Date	December 17, 2024
References (Bylaws, Policy, Leg.)	Development Incentive Policy (#2024-03)
Attachments	None

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council exempt Development Permit application #23-087 from Section 2.1.j of the Development Incentive Policy.

Executive Summary

Development Permit application #23-087, approved on November 23, 2023, authorized the construction of a single detached dwelling on Lot 2, Block HB, Harper Estate. The applicant wrote to Council requesting an exemption from S.2.1.j of the Development Incentive Policy so that the application might be eligible for a tax grant. This report follows resolution CW24-10-05, which required administration to provide a report on this request to the Council on December 17, 2024.

Background

Development Permit application #23-087 was approved on November 23, 2023. According to the letter submitted to Council, construction began in mid-October this year and will be completed next spring. The City had not received a formal Development Incentive application at the time of the Development Permit application. The current Policy prohibits offering incentives to projects that have already secured a Development Permit.

Discussion / Analysis

S.2.1.j of the Development Incentive Policy states that “INCENTIVES will not be applied retroactively for projects which have already received a Development Permit. This includes permits that have been cancelled or lapsed and reapplied for in an effort to receive an INCENTIVE.” This project already holds a Development Permit, making it ineligible for incentives. Previously, for a different project, the City sought legal advice on the possibility of departing from its policies. The response was that “[a]t law, administrative decision makers (such as municipal councils) are free to depart from existing policies and practices, as long as they provide written reasons for doing so.” Therefore, staff recommends that Council exempt Development Permit application 23-087 from S.2.1.j because of the following:

- The City approved Development Permit application #23-087, indicating that it complies with the Official Community Plan, Zoning Bylaw, and Heritage Management Plan.
- The development takes place within the historic townsite, which allows for compact and sustainable growth.
- While the development has already begun, it has not been completed yet.
 - This approach also conforms with YHC rules for incentives, which allow incentives to be awarded to developments that have not yet obtained occupancy permit.
- The application seeks to build a single detached dwelling with a secondary suite. Given the shortage of housing in the community, providing two dwelling units is highly beneficial, and the City, if possible, is willing to support the construction of additional dwelling units as long as they comply with existing bylaws and plans.
- This year, the City introduced a new Development Incentive Policy that offers a 7-year declining abatement of the standard tax grant for vacant lots within the historic townsite, instead of the previous 10-year tax grant. As a result, the monetary burden is lower than what was previously granted.

Fiscal Impact

The applicant will be eligible for 7-year declining abatement of the standard tax grant. The exact amount will be determined after the construction is completed and YG conducts the assessment.

Alternatives Considered

Do not give an exemption and enforce S.2.1.j of the Development Incentive Policy.

Next Steps

Staff will draft an agreement to grant tax incentives.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	2024-12-13



City of Dawson Report to Council

Agenda Item	2024 Provisional Budget
Prepared By	David Ni
Meeting Date	December 19, 2023
References (Bylaws, Policy, Leg.)	Section 237 – Yukon Municipal Act
Attachments	2024 Provisional Operating and Capital Budget

<input checked="" type="checkbox"/>	Council Decision
<input type="checkbox"/>	Council Direction
<input type="checkbox"/>	Council Information
<input type="checkbox"/>	Closed Meeting

Recommendation

That Council approve the 2025 Provisional Operating Budget

Executive Summary

As required by Sec 237 of the Yukon Municipal Act, council is required to pass a provisional operating budget prior to December 31. The provisional budget maintains the spending authority established in the 2024 Operating budget while incorporating known contractual or collective bargaining requirements

Background

Each year a provisional budget is passed in December to allow continued operations in the new year until a new operating budget is adopted by bylaw.

Discussion / Analysis

Provisional budgets are generally prepared based on the operation budget of the previous year with adjustments made for known changes. More detailed analysis and decisions for 2025 will be in the 2025 Budget Bylaw. Salaries and Benefits increases have been calculated based on the terms in the Collective Agreement and the Management Remuneration Bylaw.

Fiscal Impact

Approved by	Signature	Position	Date
Paul Robitaille	<i>David Henderson</i>	CAO	Dec 13, 2024

Revenue	2024 Budget
Prop Taxes & Grants in Lieu	3,887,292
Government Operating Grants	3,219,442
Sales and User Charges	2,728,806
Interest	45,000
Licnces & Pemitis	56,500
Penalties	25,000
Other	146,078
Fines	3,000
Total Revenue	10,111,118
Expenditures	
Recreation	1,817,776
Water	1,471,038
General Admin	1,847,691
Transportation	1,564,581
Waste	1,096,218
Wastewater	494,161
Fire	396,065
Planning	414,500
Cable	241,323
COuncil / Legislative	197,485
Bylaw and Emergency	178,909
Cemeteries	8,000
Total Expenditures	9,727,747
Surplus (Deficit)	383,370



City of Dawson

Report to Council

Agenda Item	2024/2025 Deputy Mayor Appointments
Prepared By	Elizabeth Grenon (Municipal Clerk)
Meeting Date	October 23, 2024
References (Bylaws, Policy, Leg.)	Section 182- Yukon Municipal Act
Attachments	n/a

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendations

That Council make the following appointment for the remainder 2024 of the calendar year with respect to the position of Deputy Mayor:

Councillor **Lynn** for the month of December

And That Council make the following appointments for the 2025 calendar year with respect to the position of Deputy Mayor:

Councillor **Lynn** for months January, February and March

Councillor **Hobbs** for the months April, May and June

Councillor **Eastbound** for the months July, August and September

Councillor **Graf** for the months of October, November and December

Executive Summary

Each year a schedule identifying Councillor appointments for the year as Deputy Mayor is approved by Council Resolution.

The Deputy Mayor is the acting Mayor when the Mayor is not able to fulfill mayoral responsibilities.

Background

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."

Discussion / Analysis

NA

Fiscal Impact

NA

Alternatives Considered

NA

Next Steps

NA

Approved by	Signature	Position	Date
David Henderson	<i>David Henderson</i>	CAO	Dec 12, 2024



City of Dawson

Report to Council

Agenda Item	2025 Meeting Schedule
Prepared By	CAO David Henderson
Meeting Date	Dec 11, 2024
References (Bylaws, Policy, Leg.)	Section 206- Yukon Municipal Act
Attachments	2025 Calendar

	Council Decision
	Council Direction
x	Council Information
	Closed Meeting

Recommendation

That Council establish regular meeting dates for Council, Committee of the Whole, and Budget Meetings for 2025 as per the attached Calendar

Executive Summary

The City confirms its meeting schedule annually via resolution.

Tin 2023 the City moved to the standing pattern of:

- 1st Tuesday of the Month is a committee-of-the-whole meeting,
- 3rd Tuesday of the Month is a Council meeting

Committee of the Whole meetings have not been scheduled for July and August given the challenges of meeting attendance due to holidays during these months. In some years the Committee of the whole meeting in January falls on an awkward date relative to New Years Day and may not be scheduled.

Budget Meetings have been scheduled to be used as needed.

Background

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

Discussion / Analysis

None currently

Fiscal Impact

Limited – Extensive additional special meetings has a fiscal impact as staff accumulate additional time outside of the normal work week / expectations that must be considered

Alternatives Considered

No alternatives considered at tis point

Next Steps

Upon adoption the schedule is applicable

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Dec 11, 2024

2025 Council, Committee of the Whole, Joint Councils Meetings

JANUARY						
S	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						
S	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
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CAMA Conference Quebec May 26 to May 28						

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FCM Conference Ottawa May 29-June 1						

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Committee of the Whole Meeting 1st Tuesday of the Month		Deputy Mayor Appointments	
Council Meeting 3rd Tuesday of the Month		Councillor Lynn	January to March,
Budget Meetings- as needed		Councillor Hobbs	April to June
Joint Councils Meetings	Councillor Eastbound	July to September	
	Councillor Graf	October to December	



City of Dawson Report to Council

Agenda Item	Board Appointments (AYC and KVA)
Prepared By	CAO David Henderson
Meeting Date	December 17 th , 2024
References (Bylaws, Policy, Leg.)	
Attachments	

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council make the following appointments:

1. Councillor Hobbs as Councils representative for the Association of Yukon Communities (AYC) Board of Directors for a one-year term ending Dec 31, 2025
2. Mayor Johnson as Councils Alternate representative for the Association of Yukon Communities (AYC) Board of Directors for a one-year term ending Dec 31, 2025. To serve in the absence of the primary rep.
3. Councillor _____ as Councils representative for the Klondike Visitors Association Board of Directors for a one-year term ending Dec 31, 20254

Executive Summary

The City appoints a board member to both the AYC and KVA boards annually and an alternate is identified for the AYC Board in the event that the representative is unavailable.

The AYC Board meets 4 times per year, twice via zoom and twice physically. The Board meeting is on Saturday.

Background

The AYC Board of Directors is made up of 9 representatives – 2 from Whitehorse and 1 each from the other 7 municipalities. The Board meets quarterly, twice by zoom and twice in person during the year.

The Board is the primary lobbying representative for the Yukon municipalities in discussions with the Yukon Government on policies, programs, funding, legislation etc.

The costs for travel and accommodations for the representative are covered by the Municipality.

The City of Dawson KVA rep is a liaison between the two bodies and has a fiduciary commitment to The City, representing the City's interest at the KVA table.

Discussion / Analysis

Councillor Hobbs and Mayor Johnson had indicated an interest in these roles. Council members will have to indicate an interest in the KVA role on the council floor

Fiscal Impact

The travel and accommodation costs for a member's attendance at AYC Meetings are covered by the Municipality. The Travel and accommodation costs for the CAO to attend AYC Board meetings are also covered by the municipality.

Alternatives Considered

No alternatives considered at tis point

Next Steps

The appointed members become the Municipalities representatives on these boards for the year

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	2024-12-11



City of Dawson

Report to Council

Agenda Item	Approval of Mayor Expenses & Per Diem
Prepared By	David Henderson
Meeting Date	March 19, 2024
References (Bylaws, Policy, Leg.)	Council Remuneration Bylaw Council Travel Bylaw
Attachments	

<input checked="" type="checkbox"/>	Council Decision
<input type="checkbox"/>	Council Direction
<input type="checkbox"/>	Council Information
<input type="checkbox"/>	Closed Meeting

Recommendation

That Council approve travel and related per diems for Council Members to attend Municipal Council Training on Nov 29 and Nov 30th 2024 , and attendance at the AYC Board meeting on Dec 1st, 2024.

Executive Summary

Ongoing professional training is critical to the provision of effective local government – Two days of training were provided for local government elected officials, in Whitehorse on Friday November 29th and Saturday November 30th. All members of the Council and the CAO participated in this training. On Sunday Dec 1st Councilor Hobbs and the CAO remained in Whitehorse to attend the AYC quarterly board meeting.

Background

Council members are entitled to per diems (\$150 for a half day and \$200 for a full day) for time spent at official functions, meetings, training sessions over and above their regular responsibilities with a requirement that Council authorizes such attendance prior to the function. With regards to these training sessions and the Board meeting, participation was clearly endorsed by council but the unique situation of Council requesting an alternative oath of allegiance delayed Councils ability to approve attendance.

Thus the resolution is after the fact but considered the best approach in a unique situation. Once approval is authorized, per diem claims can be processed.

Discussion / Analysis

As per Section 6.01 and 7.01 of Council Remuneration Bylaw No. 2021-10, Council must approve representation of the City by a member of Council in order for them to request a per diem for the event/ meeting

Fiscal Impact

If approved members will be able to request a per diem based on time utilized

Alternatives Considered

No alternatives considered at this time

Next Steps

If approved, members may request a per diem based on time utilized. The request goes to the CAO who approves and sends to Finance for Payment

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	12/11/2024



City of Dawson Report to Council

Agenda Item	Community and Recreation Grants
Prepared By	Paul Robitaille, Parks and Recreation Manager
Meeting Date	Dec 19, 2024
References (Bylaws, Policy, Leg.)	Community Grant Policy #16-01, Recreation Grants Policy 2017-06
Attachments	

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$2,000.00 and

That Council approve the Level 2 Recreation Grants, as recommended by the Recreation Board in the amount of \$2,000.

Executive Summary

Community Grants

Budgeted 2024	30,000.00	to be dispersed over three intakes.
Approved 1 st intake	(13,500.00)	
Approved 2 nd intake	(12,718.67)	
Recommended 3 rd Intake	<u>(2,000.00)</u>	
Balance remaining	1,781.33	

Recreation Grants

Budgeted 2024	45,978.00	can be dispersed via grants, or used
Approved 1 st intake	(14,575.00)	for approved departmental purposes.
Approved 2 nd intake	(20,838.30)	
Recommended 3 rd Intake	<u>(2,000.00)</u>	
Balance remaining	8,564.70	

Background

The City of Dawson Manages and Distributes [Community Grants](#) and [Recreation Grants](#)

[Community Grants](#) are funded by the City of Dawson through the annual operating budget and governed by the Dawson Community Grant Policy.

- Applications are reviewed by the **Community Grant committee** and the **Recreation Board**, with recommendations forwarded to City Council for final approval.
- Approved funding for 2023 is \$30,000
- There are 3 intakes per year (January 15, May 15, September 15)
- The evaluation criteria for Community Grants applications are as follows:
 - Provide a lasting infrastructure legacy to the community.
 - Demonstrate significant volunteer involvement.
 - Generate significant local spending and economic impact.
 - Maintain open public access to the event or project.
 - Demonstrate partnership with other levels of government and community groups.
 - Show large event attendance and local involvement.
 - Have limited access to alternative funding sources.
 - Generate awareness of City of Dawson.
 - Create a sustainable public and social benefit.
 - Involve youth and seniors.
 - and the *Recreation Grants Policy* establish the criteria.

Recreation Grants are funded by the Yukon Governments Yukon’s Community Lottery Program and Governed by the Dawson Recreation Grant Policy.

- Level 1 Applications (individuals) and Municipal applications are approved by the **Recreation Board**.
- Level 2 applications (Groups) are reviewed and approved by the **Recreation Board in Conjunction with the Community grant committee** to maximize the effective distribution of funds.
- Funding is based on population and is \$45,978 for 2024.
- Funds are used for municipal and community purposes.
- The evaluation criteria for Recreation Grants are as follows:
 - Public benefit (number of participants, large target audience)
 - Reduction of barriers (such as low fees, accessibility, reduce social & cultural barriers, location)
 - Building capacity (leadership development, instructor training, activity promotion or infrastructure improvement)
 - Application (complete, alternative funding sources, partnerships)

Discussion / Analysis

Grant Requests and Recommendations

Organization	Project	Community Grants	Recreation Fund	Total
Available funds		\$3781.33	\$10,564.70	\$22,346
Klondike Institute of Arts and Culture	Winter Programming Honorariums	-	2,000.00	2,000.00
Humane Society Dawson	Pet First Aid	\$2000	-	2,000.00
Total		\$2,000.00	\$2,000.00	\$25,556.97
Remaining		\$1,781.33	\$8,564.70	\$22,346.03

- All activities were deemed to fit the criteria and policies for both funds during review.
- The requested amounts are consistent with applications and amount spent following this intake for both funds with past number of years.

Fiscal Impact

- All grant items were budgeted for, and expenses are within budgeted amounts.

Next Steps

- Approved applications will be directed to proceed with their initiatives.
- Following the end of their approved initiative, applicants are required to provide Parks and Recreation Department with a *Summary Report*. Once this document is received and approved, a cheque is issued to the applicant.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	11-Dec-2024



City of Dawson

Report to Council

Agenda Item	Tr'ondëk Hwëch'in - City of Dawson MOU
Prepared By	CAO David Henderson
Meeting Date	December 17, 2024
References (Bylaws, Policy, Leg.)	
Attachments	Existing MOU

X	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council endorse the existing MOU between The Tr'ondëk Hwëch'in Government and the Municipality of the City of Dawson.

Executive Summary

The Tr'ondëk Hwëch'in Government and the City of Dawson signed a Memorandum of Understanding in 2023 recognizing that a co-operative relationship and a commitment to working together for the benefit of Citizens, residents and visitors is vital to local prosperity and an important step in reconciliation through everything we do.

Background

Reconciliation is recognized by the Municipal Council of the City of Dawson as important and by agreement with the Tr'ondëk Hwëch'in Government it is recognized that reconciliation must be woven in everything we do big or small – through working together and recognizing the roles and jurisdiction of each governing body.

The Parties will work together at the senior staff level and through quarterly Joint Council Meetings

Discussion / Analysis

Currently the CAO and Clerk meet on a biweekly basis with the TH ED and Support Staff to review current issues, the status of the work plan, and upcoming Joint Council Meetings. These meeting serve as a direct communication link between the municipality and the Tr'ondëk Hwëch'in Government which is an upper level of Government relative to the Municipality.

The two councils meet on a quarterly basis, rotating between the offices of each governing body.

These quarterly meetings have proven to be a good place to receive project information pertinent to both parties at the same time , to connect and develop relationships, and to discuss joint issues informally.

Fiscal Impact

Each party must provide a sandwich lunch when hosting the joint council meeting - Each party hosts the Joint meeting twice during the year and the sandwiches may cost between \$100 - \$200 each meeting depending on attendance.

Alternatives Considered

No alternatives considered at the current time as this format appears to be achieving results

Next Steps

Upon endorsement by the current council as a sign of support the current meeting schedule and process will continue

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	2024-12-11

Memorandum of Understanding (MoU)
Between
City of Dawson
And
Tr'ondëk Hwëch'in

WE ARE DĚNEZHU. WE LIVE TR'ĚHUDÈ.

We are Dënezhu, the people of this land
We are Tr'ondëk Hwëch'in, the people of this river
following the ways Tsà' Wëzhè traveled
and remembering his journey and the living inheritance he left us –
Tr'ëhudè, our way of life and our law.

We are Dënezhu, the people of this land
salmon people and caribou people
weather-watchers and story people.
Ours is a constitution of stories and promises –
a promise to listen to the land
a promise to act humbly and show gratitude for the gifts that sustain us
a promise to take care of each other.

The promises Tsà' Wëzhè made in the long-ago times are the core of our identity as Dënezhu
the source of our wealth, the reason we endure
and the root of our kinship with the land and our animal relatives
those with fur or fins or feathers
leaves or needles, berries, or flowers
two legs or four legs, more legs or none
who taught us how to survive, but also how to live.
These promises are happy obligations
because when we look after our relatives, they look after us.

Tsà' Wëzhè used his wits to make the world safe for us
so we live Tr'ëhudè to protect the balance he made
still telling the stories that bind us to this land
and keeping our promises so the animals keep theirs –
for all the generations yet to be born.

That is what we mean when we say we are Dënezhu, the people of this land
That is what it means to be Tr'ondëk Hwëch'in, the people of this river.

Whereas

1. Tr'ondëk Hwëch'in and the City of Dawson have mutual respect and acknowledge the importance of a relationship based on recognition of rights, respect and co-operation is key to achieving reconciliation.
2. Both levels of government have mutual interests in contributing to and sharing a healthy, prosperous, and vibrant community with inclusive laws and policies, accessible and effective programming, and efficient fiscal management.
3. Both levels of government agree that by working together, these interests are better addressed.
4. Nothing in this MOU will abrogate or derogate Tr'ondëk Hwëch'in's existing treaty rights set out in the Tr'ondëk Hwëch'in Final and Self-government agreement and affirmed under section 35 of the Constitution Act, 1982.

Tr'ondëk Hwëch'in and The City of Dawson (the Parties) agree to the following principles:

1. The parties will share and seek formal endorsement of this MOU from their respective elected Councils.
2. To promote increased cooperation, clarity on engagement and work to create stronger partnerships between Tr'ondëk Hwëch'in and Dawson City on matters that impact our shared community.
3. Always working to ensuring we are working where appropriate, to derive concrete benefits for our citizens, residents, and visitors of Tr'ondëk Hwëch'in' Traditional Territory and Dawson City.
4. Reconciliation is threaded through everything we do and guided by Tr'ondëk Hwëch'in.

Background

Tr'ondëk Hwëch'in is a self-governing First Nation with a comprehensive land claim agreement with Canada and the Government of Yukon. It is a foremost landholder in the Klondike Region with legal responsibilities as a government to its citizens and steward of this land. It requires consultation and engagement in activity on its Traditional Territory and strives for partnerships that ensure a healthy environment and community.

The City of Dawson is a municipality established under the Yukon Municipal Act, as a responsible and accountable level of government, responsible to provide services to property within its boundaries, good government to residents and taxpayers, and furthering compatible human activities and land uses towards the goal of developing a safe, healthy, and orderly community.

The City of Dawson exists in traditional Tr'ondëk Hwëch'in territory and Tr'ondëk Hwëch'in citizens, businesses, organizations, and government form a significant portion of the City of Dawson residents and taxpayers to which the municipality is responsible and accountable to.

Meeting Schedule

The Parties commit to meet as required, and to have joint council meetings every other month, to share information and agree upon the actions to be taken by the Parties. The hosting of joint-council meetings will rotate. Efforts will be made to ensure joint-council briefings on shared projects, when possible.

Meetings as required at the administration level will occur more frequently to advance the approved work plan.

Setting Priorities

Both parties will cooperate in the development and distribution of information required for setting shared priorities, as well as provide timely engagement to ensure unilateral priorities are not withheld for respective review by the other party. Priorities for this MOU will be finalized at a joint-council meeting, on the recommendation of the CAO (Chief Administrative Officer) and ED (Executive Director).

Decision Making Authority

In shared projects, the legal owner shall retain the final decision, with the participating party providing formal decision at their respective Council meeting prior. In projects with neither or both parties sharing ownership, decisions will be made at a joint council meeting.

Consensus

To approve the shared work plan, a draft work plan will be presented at the joint-council meeting. We will derive consensus through discussion in the joint council meetings.

Following discussion, the updated work plan will be approved through respective Council meetings.

Work Plans

Approved, shared work plans should be considered *aspirational, pragmatic, and evolving*.

Aspirational in the sense that it represents short to midterm goals that upon completion will move us as a community towards greater reconciliation and unity as a community.

Pragmatic in the sense that the plan will identify concrete steps to be acted on by one of or both parties to move us forward.

Evolving in that plans identified for years further out will be affected by changes in budgets, changing conditions and knowledge gained.

Operational activities that promote effective and efficient use of resources may take place outside of agreed upon work plans subject to the agreement of the ED and CAO.

Partnership

In the continuing spirit of fairness, cooperation, collaboration, openness, and good faith, as well the most effective and efficient use of funding and time, the parties will make efforts to work in partnership on initiatives that jointly benefit citizens, residents, and visitors.

Partnerships can be initiated by either party. Once a partnership is established, each party will designate a lead representative to ensure timely and effective engagement, as well as adequate and regular internal briefings to council, to ensure the prominence and awareness of the initiative until its conclusion. Should it be jointly agreed upon, joint committees made up of equal representation may be formed to address and complete specific initiatives, with regular reporting to ED/CAO and decision making retained by joint-council.

Communication

All communication pertaining to this MOU will be the responsibility of CAO and ED, respectively.

Both parties agree that prior to any public communication about this MOU or initiatives and/or priorities stemming from it, will be done as with joint approval from the CAO and ED.

Confidentiality

Both parties will not share information and documents outside their respective organizations unless permission is granted via joint-council motion, or a joint-communications plan is approved.

Term

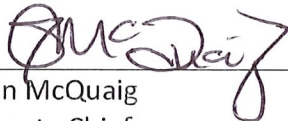
This MOU shall be in effect from its date of signature until such time as either party terminates the agreement or until no bilateral council meetings are held over a 12-month period.

The MOU will be reviewed every two years by Employees with recommendations presented to Councils for consideration.

Termination

Either party can terminate the MOU if their council determines to do so.

This MOU is signed in Dawson City on July 16, 2023.



Erin McQuaig
Deputy Chief
Tr'ondëk Hwëch'in



William Kendrick
Mayor
City of Dawson

Appendix A

Work Plan

Short Term

- **Tr'ondëk Hwëch'in 25th anniversary Gazebo (July 16 completion)**
 - City of Dawson will provide letter of support.
 - Tr'ondëk Hwëch'in will design / build structure.
 - City of Dawson will expedite development permit applications and process.
- **Recreation Centre.**
 - City of Dawson is the Lead on the project.
 - Tr'ondëk Hwëch'in will be invited to participate in project meetings and information on project will be fully shared, partnership will be encouraged and explored.
- **Traditional Language and Heritage**
 - Recognition of significant Tr'ondëk Hwëch'in celebrations or events via banners and similar communications. Banners are available for Tr'ondëk Hwëch'in design/artwork and City of Dawson Team will put up during identified dates.
 - National Indigenous Peoples Day banner – required by June 12th
 - National Day for Truth and Reconciliation - required by Sept 18th
 - Other identified Days of Celebration - banner required approx. 2 weeks prior to celebrations or events
 - Recognition of one of Tr'ondëk Hwëch'in Chiefs statue in Dawson. Tr'ondëk Hwëch'in to work with Dawson Parks and Recreation department to establish parameters of statue and site location.
 - Parameters (size, material options, safety requirements, location options) reviewed May 2023
 - Process to identify statue, sculpture, materials etc. subject to Tr'ondëk Hwëch'in
 - City of Dawson Team to develop plan to incorporate Hän language into Stop signs and other street signs as appropriate via short term (labels) and long term (replacement)
 - Draft plan to be finalized in May / short term fulfillment dependent on supplier
- **TH101** for City of Dawson Employees, and Council with an ongoing commitment. New Employees and new Council, to take TH101 as needed, pertaining to Tr'ondëk Hwëch'in Employees as well. Timelines, schedules and capacity subject to Tr'ondëk Hwëch'in availability.
- **City of Dawson Summary of Role** document to be prepared identifying areas of responsibility and rationale. To be shared with new City of Dawson Employees, Councillors and Tr'ondëk Hwëch'in New Employees and Council Members where possible. To be finalized and available by September 2023.
- **City of Dawson Logo**- City of Dawson to pursue the development of a new Logo design that will strive to incorporate the historical Klondike aspect of the municipality, the natural setting, and the Traditional presence of the Tr'ondëk Hwëch'in. Goal of successful completion by December 2023, subject to identifying an acceptable new design.
- **Recreation Trails** - City of Dawson Recreation Department will partner with Tr'ondëk Hwëch'in on Recreation Trails Development and Maintenance. Discussions starting immediately.

Long Term Projects

1. Recreation Facility
2. New Waste-Water Treatment Facility for the City of Dawson
 - a. Site Location / Final Design
3. Municipal Boundary expansion
4. Heritage Guidelines and Committee Review
5. Program Partnerships.
6. Housing Developments



City of Dawson Report to Council

Agenda Item	Subdivision Application 24-114
Prepared By	Planning and Development
Meeting Date	December 17, 2024
References (Bylaws, Policy, Leg.)	Subdivision Bylaw, Municipal Act, OCP, Zoning Bylaw
Attachments	None

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

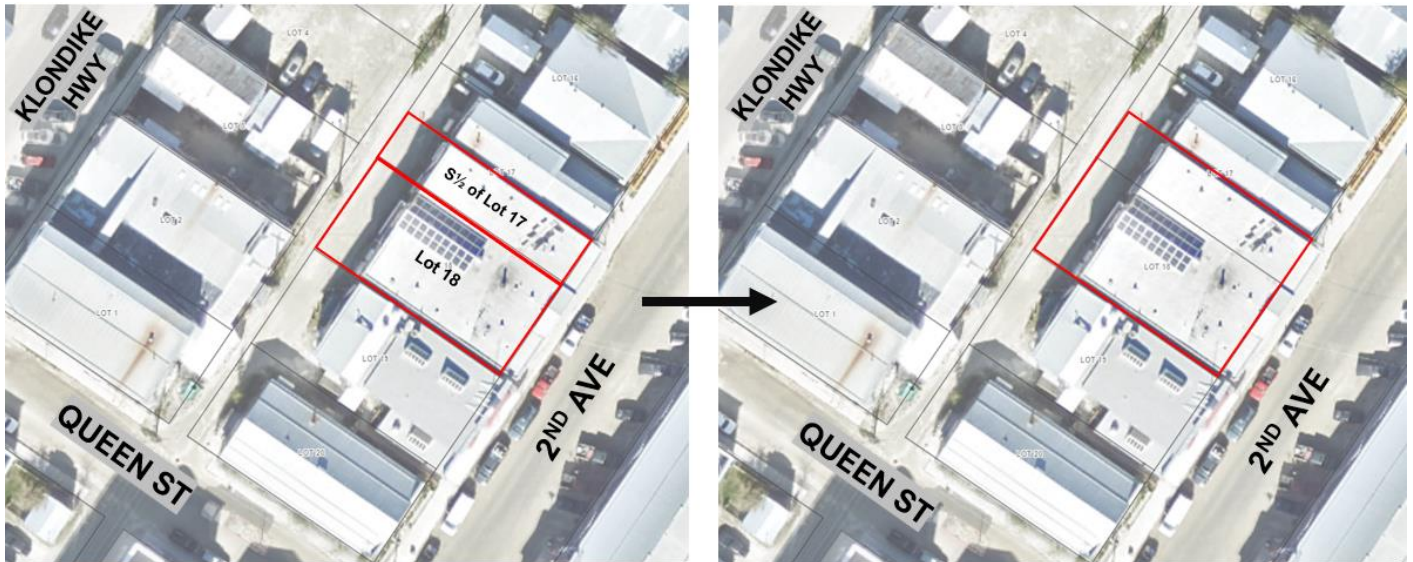
Recommendation

That Council grant subdivision authority to consolidate Lot 18 and S ½ of Lot 17, Block B, Ladue Estate, subject to the following conditions:

1. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
2. 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.

Background

Planning and Development has received DP #24-114 for the consolidation of Lot 18 and S ½ of Lot 17, Block B, Ladue Estate into 1 lot. The consolidation is intended to relieve non-compliance issues.



DP #24-114 (Consolidation)

Discussion / Analysis

Subdivision Bylaw

Subdivision Control Bylaw s. 3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The Analysis/ Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.

Municipal Act

S.314 of the Municipal Act stipulates that any proposed plan of subdivision must have direct access to the highway to the satisfaction of the approving authority. In conformity to this section, access to the proposed lot exists on 2nd Ave and the Lane.

Official Community Plan

The properties are currently designated as DC – Downtown Core. This location is recognized as the heart of Dawson City since it accommodates a broad range of uses focusing on the commercial, cultural, and community needs of residents and visitors. While the area will predominantly consist of commercial and institutional uses, high- and low density residential uses are also

acceptable. The consolidated lot would retain the same designation and any new use or development on the proposed lot would be required to conform to the OCP designation, or else apply for an OCP Amendment.

Zoning Bylaw

The Zoning Bylaw is intended to implement the goals of the OCP. Lots 18 and S ½ of 17 are zoned C1 – Core Commercial. The Downtown Hotel Annex building is currently encroaching across the two lots. All other setbacks and the lot size conforms to requirements and the use of a hotel is permitted in the C1 zone.

However, s.5.1.11 of the Zoning Bylaw stipulates the following:

“At the sole discretion of Council, parcels with a pre-existing legally non-conforming use or structure may be subdivided so long as the subdivision does not increase the legally non-conforming nature of the use or structure.”

This section applies to the application because the consolidation plan does not increase the legally non-conforming nature of the lot. The consolidation would relieve the encroachment across the two lots.

Fiscal Impact

NA

Alternatives Considered

NA

Next Steps

Following the Council's decision, a consolidation approval letter will be provided to the applicants.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	2024-12-13



City of Dawson

Report to Council

Agenda Item	Council Remuneration Bylaw Review
Prepared By	David Henderson, CAO
Meeting Date	Sept 17, 2024
References (Bylaws, Policy, Leg.)	Council Remuneration Bylaw 2021-10 Travel policy #08-01
Attachments	Council remuneration in other communities DRAFT-Council Remuneration Bylaw 2024-10

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council consider the draft Council Remuneration Bylaw 2024-10 and approve first reading.

Executive Summary

As per bylaw 2021-10 , during the final year of Council’s term, council shall schedule a review of the bylaw and proceed to amend it as deemed advisable at the time.

Council reviewed the existing Council Remuneration bylaw at committee for a second time on Sept 3 and directed administration to draft a number of changes.

1. A childcare allowance was added.
2. The Base payment was updated to reflect the current number.
3. Allowance for council approval via email poll due to timing.
4. Per diems were adjusted from \$150 per half day to \$200 per half day and from \$200 per whole day to \$300 per whole day.
5. Some language was added for clarity on when per diems would be paid.

Background

The previous reports to Council identified that the City of Dawson Remuneration is approx. comparable to other similar sized Yukon Municipalities and has annual indexing comparable to collective agreements and the management bylaw.

At committee, Council identified a number of areas of potential change with the intent of making the role of elected official more accommodating and thus more attractive to potential candidates

- Childcare support while attending council meetings. This may make the role more attractive to young parents.
- A method to approve travel and associated per diems and expenses more efficiently to ensure important meeting opportunities are not missed. Discussion focused primarily on enabling approval through the CAO based on existing room in approved annual budgets.
- An adjustment to the per diem rates given that the rates have not been adjusted for many years.
- An adjustment to the base rate to match the cpi for the past 3 years. The formula identifies a cpi adjustment annually but capped at 2.5% which does not reflect the actual cpi post pandemic. It was noted however that the current collective agreement and Management Bylaw reflects increases similar to the CPI with a cap formula

Discussion / Analysis

The cost of Council remuneration to the City is an important and necessary cost of ensuring good government and perceived as good value for taxpayers' dollars. Cost of living increases are included in the current bylaw, the time commitment involved in being a Councillor has increased over time and with increased funding and regulatory changes federally, territorially, and municipally, it isn't likely that the time commitment will be reduced.

The attached summary of remuneration practices in other Yukon communities provides an idea of how each community compensates members of council. As Noted above, the figures for other communities are for 2021 and are awaiting updated figures.

Dawson currently provides.

- A base remuneration for Mayor and Council which is adjusted annually for inflation, with increases capped at 2.5%
- Plus, a per diem for half or full days a member of council spends either travelling to/from or attending meetings.
- Plus, travel and accommodation for such meetings or events.

A childcare allowance recognizes that community members with young children face additional hurdles running for municipal office. The childcare allowance as drafted has been adopted from the City of Whitehorse.

The base payment has been updated based on the existing CPI capped formula.

Identifying a mechanism to ensure that important meetings or events identified on short notice can be accommodated and per diems / expenses authorized appears to have two possible routes – authorizing the CAO to approve within an approved annual budget or the mechanism identified herein of utilizing an email poll of council in short notice situations with reporting out to council. The latter method has been included here as more reflective of the will of council.

Per diem rates have not been adjusted for many years and will arguably now reflect lost wages for part time elected officials better.

Updated language has been added to provide greater clarity on when per diems are payable.

Some discussion at Committee focused on possibly reviewing the remuneration bylaw twice during the next term of council . This has not been added to the current draft based on efficiency as this would mean a review of the bylaw every two years and may not be the best use of time and resources

Fiscal Impact

2024 budgeted expense for Mayor and Council Wages & honoraria & benefits	\$76,055
2024 budgeted expense for Mayor and Council Training/Conferences/Travel/Accommodation	\$26,138

CPI increase estimates will be applied to these numbers.

The Childcare allowance will depend on the makeup of the new council

Per diem adjustments will represent a budgetary cost of approx. \$2-4,000, but are dependent on meetings / conferences / events attended and per diems applied for

Alternatives Considered

1. Consider adjusting the Base Remuneration Rate beyond the current rate. The current rate was arrived at through previous comparisons to other communities plus annual CPI related adjustments.
2. Utilize CAO approval of travel outside the Municipality for Per diems and travel expenses , from a preapproved annual budget.

Next Steps

If adopted for first reading go to next council meeting for 2nd reading

Approved by	Name	Position	Date
	David Henderson	CAO	12/13/2024

Mayor and Councillor Remuneration 2021 Revi

Village of Carmacks	<p>\$12,600.00 Mayor - annually \$6,600.00 Deputy Mayor - annually \$6,600.00 Councillors - annually</p> <p>By resolution may approve payment of travel, meals, accommodation & per diem (at YG rates)</p> <p>\$100.00 Mayor - per diem, meetings 3 hours or less \$75.00 Councillors - per diem, meetings 3 hours or less \$200.00 Mayor - per diem, meetings 3+ hours \$150.00 Councillors - per diem, meetings 3+ hours \$200.00 Mayor & Councillors - per diem, meetings in other communities \$100.00 Mayor & Councillors, per travel day separate from meeting days, 250km or less, within Yukon \$200.00 Mayor & Councillors, per travel day separate from meeting days, 250km or greater, within Yukon \$200.00 Mayor & Councillors, per travel day separate from meeting days, outside Yukon \$600.00 Mayor - annually, meetings with visitors to the community, to be reimbursed upon presentation of receipts \$25.00 Deputy Mayor - per diem if the mayor is absent and the DM is required to perform Mayor duties \$50.00 Deputy Mayor - per diem to chair a regular or special meeting of council if the Mayor is absent from the meeting</p>
City of Dawson	<p>\$17,500.74 Mayor - annually- adjusted to 2024 \$11,667.26 Councillors - annually- adjusted to 2024</p> <p>Adjusted annually by applying a factor equal to the CPI, not to exceed 2.5% in any given year and no adjustment if the CPI is negative</p> <p>\$150.00 Councillors - per diem, 4 hours or less when representing the City at any training session, event or meeting that has been approved by council \$200.00 Councillors - per diem, more than 4 hours Travel expenses reimbursed in accordance with the City of Dawson Travel Policy</p>
Town of Faro	<p>\$1,490.00 Mayor - monthly (\$17,880 annually) \$886.00 Councillors - monthly (\$10,632 annually) Adjusted annually based on the CPI</p>
Village of Haines Junction	<p>\$14,666.00 Mayor - annually \$11,733.00 Councillors - annually Adjusted annually based on CPI Travel reimbursed on the same basis as YG employees on travel status</p>
Village of Mayo	<p>\$200.00 Mayor - attendance at regular and joint council meetings \$150.00 Councillors - attendance at regular and joint council meetings \$150.00 Mayor - attendance at non-council meetings inside community less than 2 hours \$100.00 Councillors - attendance at non-council meetings inside the community less than 2 hours \$200.00 Mayor - attendance at non-council meetings inside community more than 2 hours \$150.00 Councillors - attendance at non-council meetings inside community more than 2 hours \$250.00 Mayor - full day meeting \$200.00 Councillors - full day meeting \$250.00 Mayor - attendance at meeting outside community, per day \$200.00 Councillors - attendance at meeting outside community, per day \$40.00 Mayor and Councillors - hourly rate for hours spent travelling to and from meetings outside the community within Yukon For travel to meetings outside Yukon the daily rate will apply (Mayor and Councillors) Travel expenses paid out per Village of Mayo travel expense policy</p>
Village of Teslin	<p>\$8,000.00 Mayor - annually, \$3,750 base and additional \$125 per regular or special meeting of Council attended \$7,300.00 Councillors - annually, \$3,000 base and additional \$125 per regular or special meeting of Council attended \$200.00 per day while attending meetings or performing other duties on behalf of the municipality in capacity of Mayor or Councillor outside of regular or special meetings of council \$150.00 half day, as immediately above Mayor and Councillors shall receive an honourarium when appointed as members of committees over and above their council indemnity (amount not specified)</p>
Town of Watson Lake	<p>\$10,000.00 Mayor - annually \$7,500.00 Councillors - annually \$125.00 Mayor and Councillors - per diem for attendance at out of town meetings, courses and conventions as required in the discharge of the duties of their office Travel expenses reimbursed as set out in the travel expense policy</p>
City of Whitehorse	<p>\$104,552.00 Mayor - annually \$37,639.02 Councillors - annually Adjusted annually based on CPI Mayor - benefit plan including health, dental, life insurance, AD&D, WI/LTD, time off with pay, EAP Councillors - benefit plan, same as Mayor, except for time off with pay, and additionally child care allowance (for care during council meetings) \$10,500.00 Mayor - annual, to reimburse for expenses incurred while performing duties \$3,750.00 Councillors - annual, to reimburse for expenses incurred while performing duties \$6,000.00 Councillors - to reimburse councillors for expenses incurred when an invitation or obligation of the entire council is delegated to one or more of its members. This \$6,000 is collective, not \$6,000 for each councillor. Travel expenses in accordance with the Travel Expense Administrative Directive. \$100.00 Councillors - daily, when representing City at a business function or event, attending non-regular meetings, or participating in training related to City business, 1-4 hours \$150.00 Councillors, as above, 4 hours or more Reimbursement for travel/meeting a representative on the AYC board</p>

Please note: this is for the 2021-2024 term



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2021-10

WHEREAS section 173 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that council may, by bylaw, establish the amount and any criteria in relation to the remuneration of a member of council (including the type of or rate or conditions for remuneration) in relation to

- (a) attendance at a council meeting or a council committee meeting;
- (b) expenses incurred in the course of attending a council meeting or a council committee meeting; or
- (c) any other expenses incurred in the course of performing any duty required to be performed by a member of council.

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 ***Council Remuneration Bylaw***.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for remuneration to be paid to the Mayor and Councillors.

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.



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2021-10

PART II – APPLICATION

4.00 Annual Remuneration

4.01 The base annual remuneration for the Mayor for the 2021—2024 term of office shall be \$17500.74 effective from November 1st, 2021 to October 31, 2024.

4.02 The base annual remuneration for each Councillor during the 2021—2024 term of office shall be \$11667.26 effective from November 1st, 2021 to October 31st, 2024.

4.03 (a) on an annual basis, the base annual remuneration shall be adjusted by applying a factor equal to the change in Consumer Price Index (Nov.- Nov.) calculated by Statistics Canada for Whitehorse, subject to the following:

- I. annual increase shall not exceed 2.5% in any given year; and
- II. where the Consumer Price Index indicates a negative adjustment, no adjustment shall be applied.

(b) the adjusted base annual remuneration shall become effective on January 1st of the following calendar year.

4.04 Annual remuneration shall be paid bi-weekly and, where a member of council fails for any reason to serve in the respective office for a full twelve months, the remuneration shall be prorated on a bi-weekly basis for the period served.

5.00 Remuneration Review

5.01 During the final year of council's term of Office, council shall schedule a review of the *Council Remuneration Bylaw* and proceed to amend it as deemed advisable at that time.

6.00 Additional Payments

6.01 In addition to the annual remuneration provided pursuant to this bylaw, a member of council may be paid a per diem for each day the member of council is engaged in representing the City at any training session, event or meeting where such representation has been approved in advance by council resolution. The per diem shall be prorated as follows:



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2021-10

Representation	Entitlement	Amount
More than 4 hours	Full-Day	\$200.00
4 hours or less	½ Day	\$150.00

- 6.02 The per diem provided pursuant to this bylaw shall be paid with respect to such day or days on which a member of council:
- (a) represents the City at an approved training session, event or meeting; or
 - (b) is required to be absent from the municipality for four or more hours for the purpose of travelling to and from an approved training session, event or meeting.

7.00 Expenses

- 7.01 Prior approval of council is required for funding or reimbursement of expenses incurred in conjunction with the travel of any member of council outside the City of Dawson.
- 7.02 Members of council shall be reimbursed for travel expenses in accordance with the *City of Dawson Travel Policy*.

PART III – FORCE AND EFFECT

8.00 Severability

- 8.01 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.

9.00 Bylaw Repealed

- 9.01 Bylaw 2018-10, and amendments thereto, are hereby repealed.

10.00 Enactment

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



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2021-10

11.00 Bylaw Readings

Readings	Date of Reading
FIRST	July 13, 2021
SECOND	August 3, 2021
THIRD and FINAL	August 31, 2021

Original signed by:

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore, CAO

Chief Administrative Officer



Town of the City of Dawson

TRAVEL POLICY

#08-01

1. This travel policy shall apply to Members of Council; Members of City Boards and Committees; and City Employees.
 2. Where a conflict exists between this policy and a Bylaw or Statute, the Bylaw or Statute shall have precedence.
 3. City of Dawson Travel Policy 06-01 is hereby rescinded.
 4. Travel Approval
 - a. For travel budgeted for in Council approved budgets, the Chief Administrative Officer (CAO) shall be the approval authority.
 - b. For CAO travel, trips within the Yukon where travel budgets exist in Council approved budgets, the Senior Finance Officer may sign travel claim forms.
 - c. For CAO travel outside the Yukon, all travel must be approved by Council resolution.
 - d. For Mayor or Council travel within the Yukon not exceeding 5 days, CAO shall be the approval authority
 - e. For Mayor or Council travel within the Yukon exceeding 5 days, all travel must be approved by Council Resolution.
 - f. For Mayor & Council travel outside the Yukon all travel must be approved by Council Resolution
 - g. All travel claims shall be numbered and filed.
 5. Responsibilities of Person Traveling
 - a. Prior to the trip, a completed "Travel Authorization/Claim Form" attached hereto as Appendix "A", must be submitted to the appropriate approval authority.
 - b. Where more than one person is traveling to the same event, car-pooling shall be used whenever practicable.
 - c. Where car-pooling is practicable but declined, travel allowances will be prorated.
 7. Responsibilities of Approval Authority
 - a. The approval authority shall check that the trip has been budgeted for.
 - b. Where the trip has not been budgeted for, the approval authority shall:
 - ensure the trip is necessary for the good of the municipality
 - ensure that enough funds exist in approved budget account.
 - c. The approval authority shall approve/not approve trip as appropriate and sign the travel authorization form accordingly. If the trip is not approved, the approval authority shall indicate in writing the reasons for non – approval.
 8. Hotels

Hotels rooms shall be single rooms. Where the person traveling wishes a larger room or travels with a spouse or companion, the difference in rates shall be paid by the person traveling. When a stay exceeds two days a housekeeping room may be requested subject to approval as described in Section 4.
-

9. Airlines
Where travel is by air, office staff will book the tickets taking advantage of any reduced fares available based on consultation with traveler.
10. Child Care
Child Care will be provided to members of Council and City employees in instances where travel outside the City of Dawson is required.
11. Taxi / Buses
Travel to and from airports and as otherwise required, may be claimed.
12. Rates
As defined in Appendix "A", and consistent with Yukon Territorial Government Rates. Appendix "A" will be amended from time to time to remain consistent with Yukon Territorial Government Rates.
13. Claims
 - a. Hotels/airlines booked by the office shall be paid for directly by the City through normal City procedures.
 - b. Travel Claim forms will be processed according to the payable schedule.
 - c. Except for meals, private accommodation and mileage, no reimbursement will be provided for expenses not accompanied by a receipt.
14. Reporting
After completion of the trip, a summary report must be submitted to Approval Authority, which includes:
 - Details of the trip.
 - An evaluation of the benefits the travel provided to person traveling, to the City and to the community.
 - Any other report upon which approval was contingent;
 - Final cost of trip
15. Appendixes
 - i. Appendix "A" – Travel Authorization & Claim Form

POLICY TITLE: Travel Policy

POLICY #: 08-01

EFFECTIVE DATE: June 17, 2008

ADOPTED BY COUNCIL: Resolution # C08 14-15 on June 17, 2008

AMENDED BY RESOLUTION: C09 12-15 on May 19, 2009

Original signed by:
Mayor, John Steins

CAO, Eldo Enns



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2024-10

WHEREAS section 173 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that council may, by bylaw, establish the amount and any criteria in relation to the remuneration of a member of council (including the type of or rate or conditions for remuneration) in relation to

- (a) attendance at a council meeting or a council committee meeting;
- (b) expenses incurred in the course of attending a council meeting or a council committee meeting; or
- (c) any other expenses incurred in the course of performing any duty required to be performed by a member of council.

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 ***Council Remuneration Bylaw***.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for remuneration to be paid to the Mayor and Councillors.

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.



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2024-10

PART II – APPLICATION

4.00 Annual Remuneration

- 4.01 The base annual remuneration for the Mayor for the 2024—2028 term of office shall be \$20,000.00 effective from November 1st, 2024, to October 31, 2028.
- 4.02 The base annual remuneration for each Councillor during the 2024—2028 term of office shall be \$14,000.00 effective from November 1st, 2024, to October 31st, 2028.
- 4.03 (a) on an annual basis, the base annual remuneration shall be adjusted by applying a factor equal to the change in Consumer Price Index (Nov.- Nov.) calculated by Statistics Canada for Whitehorse, subject to the following:
- I. annual increase shall not exceed 5% in any given year; and
 - II. where the Consumer Price Index indicates a negative adjustment, no adjustment shall be applied.
- (b) the adjusted base annual remuneration shall become effective on January 1st of the following calendar year.
- 4.04 Annual remuneration shall be paid bi-weekly and, where a member of council fails for any reason to serve in the respective office for a full twelve months, the remuneration shall be prorated on a bi-weekly basis for the period served.

5.00 Remuneration Review

- 5.01 During the final year of council's term of Office, council shall schedule a review of the *Council Remuneration Bylaw* and proceed to amend it as deemed advisable at that time.

6.00 Additional Payments

- 6.01 In addition to the annual remuneration provided pursuant to this bylaw, a member of council may be paid a per diem for each day the member of council is engaged in representing the City at any training session, event or meeting where such representation:
- (a) has been approved in advance by council resolution or;



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2024-10

- (b) When the municipality receives late notice of a training session, event or meeting occurring after the last council meeting but before the event itself, the Municipal Clerk may conduct an email poll among the council members to seek approval for a member to attend and represent the City. For the representation to be approved for per diem purposes, a majority of the council must respond to the email poll, and a majority of those responding must approve the request. This approval process and the results will be reported at the next scheduled council meeting for informational purposes.

6.02 The per diem shall be prorated as follows:

Representation	Entitlement	Amount
More than 4 hours	Full-Day	\$300.00
4 hours or less	½ Day	\$200.00

6.03 The per diem provided pursuant to this bylaw shall be paid with respect to such day or days on which a member of council:

- (a) represents the City at an approved training session, event or meeting; or
- (b) is required to be absent from the municipality for four or more hours for the purpose of travelling to and from an approved training session, event or meeting.
- (c) Serves as Deputy Mayor at a community event or function in the absence of the Mayor.

6.04 The per diem shall not be paid for:

- (a) Attendance at community meetings or events where the member is not in an official role.
- (b) Mayoral participation in community meetings, events or functions considered to be part of the Mayoral role.
- (c) Preparatory work for attendance at a meeting or event.

7.00 Expenses

7.01 Prior approval of council is required for funding or reimbursement of expenses incurred in conjunction with the travel of any member of council outside the City of Dawson.

7.02 When the municipality receives late notice of an event or meeting that requires travel, occurring after the last council meeting but before the event itself, the Municipal Clerk may conduct an email poll among the council members to seek approval for a member to attend and represent the City. For the travel to be approved, a majority of the council must respond to the email poll, and a majority of those responding must approve the request. This approval



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2024-10

process and the results will be reported at the next scheduled council meeting for informational purposes.

- 7.03 Members of council shall be reimbursed for travel expenses in accordance with the *City of Dawson Travel Policy*.
- 7.04 Councilors with dependents living in their home who are younger than 13 years of age will be eligible to claim a childcare allowance for all official meetings of council. For the purposes of this bylaw:
- (a) The childcare allowance will be payable for the identified time of the applicable meeting,
 - (b) The childcare allowance will be set at an hourly rate equal to the established Yukon hourly minimum wage at the time the claim is made; and
 - (c) Official meetings include Council Meetings, Committee of the Whole meetings training related to city business, and all local meetings, events or business functions where council or the mayor and CAO requires the attendance of council members.

PART III – FORCE AND EFFECT

8.00 Severability

- 8.01 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.

9.00 Bylaw Repealed

- 9.01 Bylaw 2021-10, and amendments thereto, are hereby repealed.

10.00 Enactment

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



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2024-10

11.00 Bylaw Readings

Readings	Date of Reading
FIRST	October 15, 2024
SECOND	
THIRD and FINAL	

Stephen Johnson, Mayor
Presiding Officer

David Henderson, CAO
Chief Administrative Officer

DRAFT



City of Dawson Report to Council

Agenda Item	Rezoning of Lot 7, Block J, Ladue from P1 to C1
Prepared By	Planning and Development
Meeting Date	December 17, 2024
References (Bylaws, Policy, Leg.)	Municipal Act, OCP, and Zoning Bylaw
Attachments	Draft Bylaw #2024-13

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council give Second and Third Readings to Zoning Bylaw Amendment No.32 (Bylaw #2024-13).

Executive Summary

This Zoning Bylaw Amendment rezone Lot 7, Block J, Ladue Estate from P1: Parks and Natural Spaces to C1: Core Commercial to facilitate the construction of a hotel.

Background

On December 3, 2024, Council approved the First Reading of this Bylaw Amendment, and a public hearing was held the same day. There were no concerns mentioned during the public hearing.

On November 5, 2024, the Committee of the Whole received an informational report outlining how the property has been rezoned several times during the last ten years. A development permit for hotel construction was granted in September 2024, however it is now conditional on this Bylaw Amendment to rezone the property to C1.

Discussion / Analysis

The following is the report from December 3, 2024 - No new material has been added.

Municipal Act

The Municipal Act s. 289(2) states that "[t]he council of a municipality shall not pass a zoning bylaw or any amendment thereto that does not conform to the provisions of an existing official community plan." This will be investigated in the following section.

Official Community Plan (OCP)

Lot 7, Block J, Ladue Estate is designated as DC: Downtown Core in the Official Community Plan. The Downtown Core area is the area that best depicts the commercial core of Dawson during the gold rush. This area is recognized as the heart of Dawson City since it accommodates a broad range of uses focusing on the commercial, cultural, and community needs of residents and visitors. The area will predominantly consist of commercial and institutional uses. This rezoning is consistent with the OCP designation.

Furthermore, the rezoning will facilitate a hotel construction that conforms with Section 8: Economic Development and its long-term goals, particularly "[t]hriving and supported economic sectors".

Zoning Bylaw

Lot 7 is currently vacant, therefore the rezoning will not impact the use of any existing structures. All adjacent parcels are zoned C1: Core Commercial, therefore the proposed C1 zone is compatible with the surrounding uses.

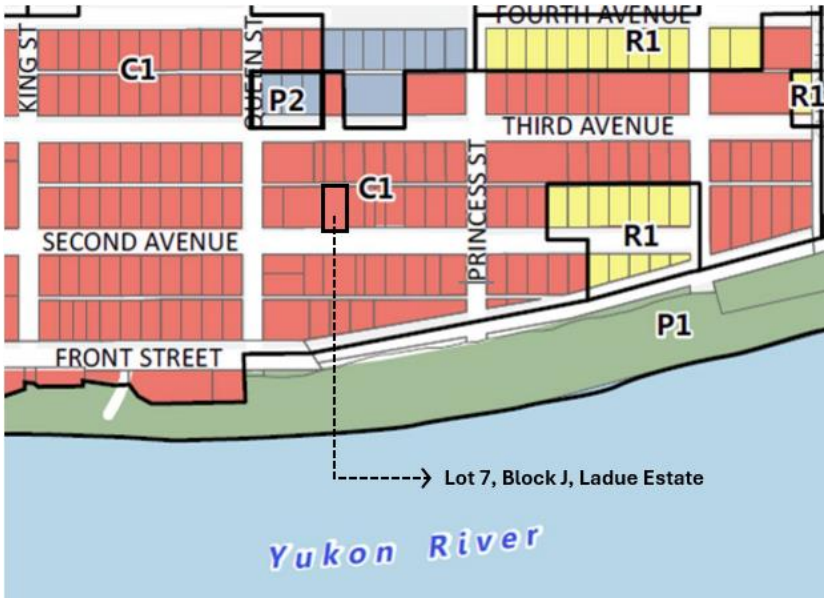


Figure 1: zoning of adjacent lots

Fiscal Impact

The rezoning will allow for the construction of a hotel, which will increase property taxes.

Alternatives Considered

That Council give Second Reading only.

Next Steps

Public hearing has been scheduled for December 3rd, 2024.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	2024-12-13



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 32 Bylaw

Bylaw No. 2024-13

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

1.01 This bylaw may be cited as the **Zoning Bylaw Amendment No. 32 Bylaw**.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) An amendment to the Zoning Bylaw from P1: Parks and Natural Spaces to C1: Core Commercial, located at Lot 7, Block J, Ladue Estate.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 32 Bylaw

Bylaw No. 2024-13

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THE CITY OF DAWSON

Zoning Bylaw Amendment No. 32 Bylaw

Bylaw No. 2024-13

3.00 Definitions

3.01 In this Bylaw:

- (a) "city" means the City of Dawson;
- (b) "council" means the Council of the City of Dawson;

PART II – APPLICATION

4.00 Amendment

4.01 This bylaw amends Lot 7, Block J, Ladue Estate from P1: Parks and Natural Spaces to C1: Core Commercial in the Zoning Bylaw Schedule C: Historic Townsite, as shown in Appendix A of this bylaw.

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.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 32 Bylaw

Bylaw No. 2024-13

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	December 3, 2024
PUBLIC HEARING	December 3, 2024
SECOND	
THIRD and FINAL	

Stephen Johnson, Mayor
Presiding Officer

David Henderson, CAO
Chief Administrative Officer



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 32 Bylaw

Bylaw No. 2024-13

PART IV – APPENDIX A

Figure 1. Amended area

