

CITY OF DAWSON
AGENDA-COMMITTEE OF THE WHOLE MEETING #CW24-10

DATE: Tuesday December 3, 2024

TIME: 7:00 PM

LOCATION: City of Dawson Council Chambers

Join Zoom Meeting

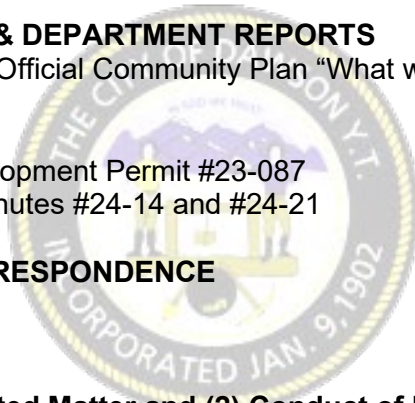
<https://us02web.zoom.us/j/88160108709?pwd=Xzv8it22RIMUWQziwujwot4IZApbxO.1>

Meeting ID: 881 6010 8709

Passcode: 216011

- 1. CALL TO ORDER**
- 2. ACCEPTANCE OF ADDENDUM & ADOPTION OF AGENDA**
 - 2.1. Committee of the Whole Meeting CW24-10
- 3. PUBLIC HEARINGS**
 - 3.1. Zoning Bylaw Amendment No.32 (#2024-13)
- 4. DELEGATIONS & GUESTS**
 - 4.1. The Willow Foundation RE: Proposal For the Use of the Historic Front Street CIBC Building
- 5. MINUTES**
 - 5.1. Committee of the Whole Minutes CW24-09 of November 5, 2024
- 6. SPECIAL MEETING, COMMITTEE, & DEPARTMENT REPORTS**
 - 6.1. Heritage Management Plan and Official Community Plan "What we Heard" reports
- 7. CORRESPONDENCE**
 - 7.1. Danielle Clemmensen RE: Development Permit #23-087
 - 7.2. Heritage Advisory Committee Minutes #24-14 and #24-21

BUSINESS ARISING FROM CORRESPONDENCE
- 8. PUBLIC QUESTIONS**
- 9. CLOSED MEETING – (1) Land Related Matter and (2) Conduct of Existing or Anticipated Legal Proceedings**
- 10. ADJOURNMENT**



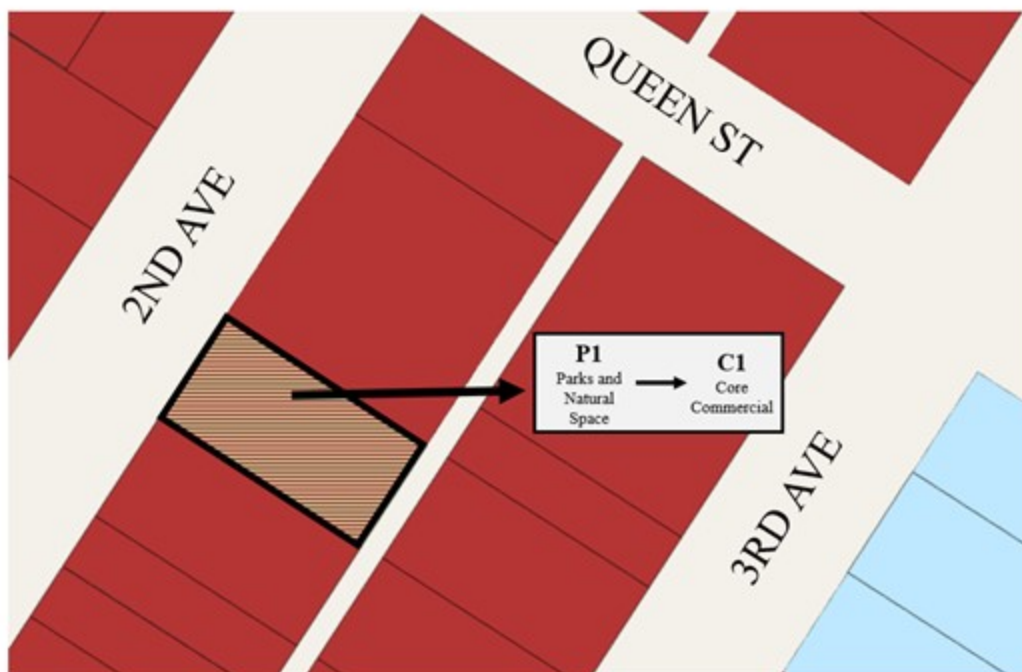


NOTICE OF PUBLIC HEARING

Rezoning Application

(Rezoning Application #24-110)

Subject Property	Lot 7, Block J, Ladue Estate
Date and Time	December 3rd, 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.17.5.3.I, upon receiving an application proposing amendments to the Zoning Bylaw, Council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the Rezoning application of Lot 7, Block J, 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

December 3, 2024

Dear Mayor and Council;

Thank you in advance for your attention to the proposal and presentation being made at the council meeting scheduled for December 3, 2024, by the Willow Foundation.

We wish to resubmit a revised version of a proposal that was made to Mayor and Council in November 2023 for use of the historic building on Front St., presently owned and being restored by the City of Dawson.

Our proposal recommends that this building be used as a public space that supports healthy living and provides a wide variety of related services that support healthy living practices.

We feel it is important to resubmit this proposal as soon as possible to ensure that the newly appointed mayor and council are aware of our intentions.

Recent remarks made by the Mayor Johnson in the local paper about his priorities to address completion of the recreational center and the CIBC building alerted us to the need to be proactive in making our vision for the later known to mayor and council.

Upon looking through the 5-year plan for the CIBC building, prepared in 2019 by T. Buhler there is no mention of the end use for the building. In searching for documentation concerning the suggestion that the building could serve as Council Chambers none could be found. We request that if such documentation exists that it be made public and if not perhaps clarification on the mayor's remarks could be made.

The former mayor and council had stated publicly that there were no plans in place for the end use of the historic CIBC building. They had also requested the city staff look into and plan a call for an "Expression of Interest". We seek clarification from the present mayor and council on these points and if plans for the "Expression of Interest" are under way.

The revised proposal is attached so that mayor and council can become familiar with it before the council meeting and so that it can be kept on file with the City of Dawson.

We look forward to sharing our vision for the CIBC building with you on December 3, 2024.

Sincerely,

Laurie Berglund on behalf of The Willow Foundation

Ph. 1-867-993-4909

Email willow.foundationdc@gmail.com

Box 272 Dawson City, Yukon Y0B 1G0

**PROPOSAL FOR USE OF THE HISTORIC
FRONT STREET CIBC BUILDING**

Community Use Supporting Healthy Living



Resubmitted by

The Willow Foundation

December 3, 2024

To Dawson City Major and Council

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PROJECT/PROPOSAL OVERVIEW

- The Willow Foundation's mission is to research, support and initiate projects which can create effective and innovative ways to support people who are affected by addiction and mental health.
- The focal point of this proposal is to negotiate for and secure a venue.
- We propose utilizing the CIBC Building to house activities for all community members as the consequences of ever-rising substance misuse and mental health affects everyone. This is especially true in smaller communities like Dawson City.
- This historic location will serve as a supportive hub to encourage healthy, substance-free lifestyles. By repurposing this iconic building, we aim to establish a welcoming environment that fosters community engagement for all citizens and visitors.
- We look forward to the opportunity of working collaboratively with all stakeholders as we endeavor to secure this building.

THE WILLOW FOUNDATION

WHO ARE WE?

The Willow Foundation became an incorporated non-profit organization under the Yukon Societies Act, on May 31st, 2024. Our board is made up of a diverse group of Dawson citizens, which includes those with lived experiences, as well as business, health and educational backgrounds. We are supported by many members, supporters, volunteers and donors. Leveraging our collective skills, abilities, and affiliations, the group is poised to embark on a project of this scope and magnitude.

WHO DO WE REPRESENT?

We seek to represent all the citizens of Dawson. We want to offer alternative spaces for people to socialize and engage in healthy activities without the presence of alcohol or other substances. We want to be inclusive of those citizens who have been impacted by mental health and substance misuse. We stand in alliance with those desiring increased access to alternatives and healthy lifestyles.

WHY CHOOSE US AND OUR VISION?

As a non-profit group, we believe we are well-suited to oversee and direct the utilization of this building. Our motivation stems from a genuine desire to meet the diverse needs of potential users. Unencumbered by profit concerns, we are dedicated to fostering a community where our collective vision becomes a reality.

THE VISION & RATIONALE

Vision

Our envisioned purpose for this historic CIBC building is as a versatile space dedicated to promoting, supporting and facilitating diverse healthy living experiences.

Suitability

The historic CIBC Front St. building is an ideal place for the stated purpose we envision. This building has the potential to become a central hub for a diverse array of services promoting healthy living. We advocate for its accessibility to all Dawson City residents, envisioning it as a multifunctional space catering to the needs of our community. Some of the attributes of this building are its prime location outside residential areas; its proximity to the river and the grassy, treed areas along the dike; the easy access to the gazebo and ample parking. The accessibility to the dike and surrounding area increases options for recreational purposes.

The building size makes it an ideal venue to host numerous activities and services. The multi-levelled open concept design supports larger-scale events as well administrative and storage space.

In addition, it has been shown that people respond favorably to environments that support dignity and respect. We believe the CIBC building's iconic status reflects that.

Proposed Use

While this proposal outlines some envisioned uses for the building, it is not an exhaustive list. Decision-making on services will be guided by ongoing research and community input, ensuring alignment with the community's evolving needs and desires. Our commitment lies in fulfilling our mandate to provide opportunities for healthy, substance-free experiences and services.

THE BUILDING – DETAILS OF THE VISION

Upper Floor

On the upper floor, we envision a dual-use space.

- By day, a welcoming snack bar accessible to all age groups, offering a panoramic view of the river. We anticipate the addition of an outdoor patio to capitalize on the scenic view if the building codes allow.
- In the evening, the space could transition into an adult-only venue, hosting planned activities and featuring an alcohol-free bar. Live music, dancing, games, karaoke, and other social events are among the ideas aimed at providing a substance-free alternative to traditional bar scenes, providing a serene setting for adult-focused activities.

Main Floor

The main floor is envisioned as an open area with some smaller office spaces.

- The open space would be available for various community activities, such as yoga, dance, small group gatherings, meetings, or space for programs catering to small children and their parents.
- The smaller offices could provide spaces to extend available counseling services, AA meetings, or any other users that meet the criteria stated in the Willow Foundation mission statement.
- Bookings for the use of these spaces would be facilitated through the non-profit organization, ensuring accessibility for a wide range of community initiatives.

The Basement or Lower Level

The area of the building that is below ground level has no outdoor windows or lighting which makes it suitable for storage of equipment. It is suitable for the maintenance and janitorial services needed for a building of this size.

PROVIDING SOLUTIONS

Why is this action needed?

- In our town, establishments offering evening entertainment and services exist, yet the majority of these venues serve alcohol. This presents a significant gap in non-alcoholic social activities for adult citizens. The limited options available pose a particular challenge for individuals grappling with mental health and substance use issues, leaving them with few alternatives for evening activities in Dawson City. Recognizing this gap, our group identifies a genuine need for an evening venue that refrains from serving alcohol, providing a social space for individuals to unwind and enjoy quality time with friends.
- Moreover, many individuals in Dawson City who have sought treatment for mental health and substance use issues find it challenging to reintegrate into normal life, often experiencing setbacks and relapses. By introducing alternatives to the prevalent "bar" scene, our group believes that those seeking social engagement in the evenings can find a supportive environment conducive to making healthier choices and establishing new patterns.
- Offering a venue of beauty and prestige communicates a profound level of support and care. Committing to promoting and encouraging healthy living in such a prominent manner sends a clear and powerful message that every person is deserving of our collective time and resources.
- As substance use and related public health issues escalate, it becomes imperative for our community to take proactive measures. Establishing healthy social outlets is crucial to addressing the rising challenges associated with substance use, reinforcing our commitment to the well-being of our citizens and the overall welfare of our community.

FUNDING

- To bring the Willow Foundation's initiatives to fruition, the group has been successful in obtaining financial support from various sources. The non-profit organization has held fundraising events, secured donations from local businesses, is applying for funding through grants and will continue to build its funding sources. We are confident that the Willow Foundation can secure the financial backing crucial to the accomplishment of our community-oriented goals.
- We feel that it is imperative for the Mayor and council to determine the end use for this building so that the interior of the building can be designed to meet the end use. It is possible that the Willow Foundation's proactive fundraising efforts and collaboration with the City of Dawson could alleviate some of the costs associated with the building's interior restoration thus, providing potential savings for the City of Dawson.
- In essence, we are ready and willing to collaborate closely with the City of Dawson and other relevant agencies involved in the development of this project and property. Through this collaboration, we aim to create a mutually beneficial outcome for all stakeholders involved.

CONCLUSION

- As you navigate the final planning stages for the CIBC building, various options may be under consideration. Therefore, we urge the City to consider the need for this building as a hub supporting healthy activities.
- Our non-profit organization is in its early stages, but we bring a wealth of collective experience, a deep-rooted love for our community, and an unwavering motivation to achieve both our goals and those of the Dawson City community.
- The Willow Foundation's commitment extends to thorough research into the wants and needs of Dawson's citizens, undertaking the groundwork necessary to transform this venue into a space that caters to the enjoyment and benefit of all Dawson City residents and its visitors.
- Our original 2023 proposal included an attachment of names of supporters. Subsequently, we have gained increased support and recognition, which reflects that our vision aligns with many individuals in our community. We eagerly anticipate the opportunity to work collaboratively towards a shared vision of a thriving, healthy community space.

MINUTES OF COMMITTEE OF THE WHOLE MEETING CW24-09 of the Council of the City of Dawson held on Tuesday, November 5, 2024 at 7:00 p.m. via City of Dawson Council Chambers

PRESENT:

Mayor Johnson
Councillor Hobbs
Councillor Eastbound
Councillor Lynn

REGRETS:

Councillor Graf

ALSO PRESENT:

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

Newly Elected Officials were sworn in.

1 CALL TO ORDER

The Chief Administrative Officer, David Henderson, called Committee of the Whole meeting CW24-09 to order at 7:11 p.m..

2 ADOPTION OF AGENDA

CW24-09-01 2.1 Appointment of Chair (as per Section 6(a) of amended Council Proceedings Bylaw #11-12)

Moved By: Councillor Eastbound
Seconded By: Councillor Hobbs

That Council designate Mayor Johnson as the Chair in accordance with Section 9(6) of the amended Council Proceedings Bylaw.

CARRIED UNANIMOUSLY

CW24-09-02 2.2 Adoption of Agenda
Moved By: Councillor Lynn
Seconded By: Councillor Hobbs

That the agenda for Committee of the Whole Meeting CW24-09 of November 5, 2024 be accepted as presented.

CARRIED UNANIMOUSLY

3 MINUTES

Committee of the Whole Minutes CW24-04 of May 7, 2024 and Committee of the Whole Minutes CW24-08 of September 3, 2024 are approved by consent of Council.

4 ACCOUNTS PAYABLES & FINANCIAL REPORTS

- CW24-09-03** **4.1 Budget Variance Report – January – September 2024**
Moved By: Councillor Eastbound
Seconded By: Councillor Lynn
- That Committee of the Whole receive the Budget Variance Report-January to September 2024, for informational purposes.
- CARRIED UNANIMOUSLY
-
- CW24-09-04** **4.2 Cashflow Forecast on September 30, 2024**
Moved By: Councillor Eastbound
Seconded By: Councillor Lynn
- That Committee of the Whole receive the Cashflow Forecast on September 30, 2024 Report, for informational purposes.
- CARRIED UNANIMOUSLY
-
- CW24-09-05** **4.3 Accounts Payable Lists # 24-20 & 24-21, Cheque #61289 to #61405**
Moved By: Councillor Lynn
Seconded By: Councillor Eastbound
- That Committee of the Whole receive Accounts Payable Lists #24-20 & 24-21, Cheque #61289 to #61405, for informational purposes.
- CARRIED UNANIMOUSLY
-
- CW24-09-06** **4.4 Visa Expenses Lists July – September 2024**
Moved By: Councillor Lynn
Seconded By: Councillor Hobbs
- That Committee of the Whole receive the Visa Expenses Lists July to September 2024 Report, for informational purposes.
- CARRIED UNANIMOUSLY
-
- 5 SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS**
-
- CW24-09-07** **5.1 Subdivision Application 24-087-Lot 1072, Quad 116B/03**
Moved By: Councillor Lynn
Seconded By: Councillor Eastbound
- That Committee of the Whole receive the Subdivision Application (24-087) Report for informational purposes.
- CARRIED UNANIMOUSLY
-
- CW24-09-08** **5.2 Rezoning of Lot 7, Block J, Ladue Estate Update**
Moved By: Councillor Eastbound
Seconded By: Councillor Hobbs
- That Committee of the Whole receive the Rezoning of Lot 7, Block J, Ladue Estate Report, for informational purposes.
- CARRIED UNANIMOUSLY
-
- CW24-09-09** **5.3 CAO Information Update**
Moved By: Councillor Lynn
Seconded By: Councillor Hobbs

That Committee of the Whole receive the CAO Update Report, for informational purposes.

CARRIED UNANIMOUSLY

6 BYLAWS & POLICIES

6.1 Notice of Motion From Member of Council

CW24-09-10 6.1.1 Amending Council Proceedings Bylaw #11-12 and Council Proceedings Amendment No. 1 Bylaw 2023-16

Moved By: Councillor Hobbs

Seconded By: Councillor Lynn

That Committee of the Whole receive the Notice of Motion from Member of Council RE: Motion to Amend Council Proceedings Bylaw #11-12 and Council Proceedings Amendment No. 1 (Bylaw No. 2023-16)-By Councillor Eastbound, for informational purposes.

CARRIED UNANIMOUSLY

CW24-09-11 7 CORRESPONDENCE

Moved By: Councillor Eastbound

Seconded By: Councillor Hobbs

That Committee of the Whole acknowledge receipt of the following correspondence: 1.RCMP Monthly Policing Report – July, August and September 2.Mayor of Town of Zábřeh RE: Sister City-Gifting of Zábřeh Flag, for informational purposes.

CARRIED UNANIMOUSLY

8 BUSINESS ARISING FROM CORRESPONDENCE

CW24-09-12 8.1 Sister City: Town of Zábřeh Gift

Moved By: Councillor Hobbs

Seconded By: Councillor Lynn

That Committee of the Whole direct administration to come up with a plan for an appropriate gift for our Sister City Town of Zábřeh.

CARRIED UNANIMOUSLY

9 PUBLIC QUESTIONS

Diana Andrew had questions regarding the Provisional Budget.

10 CLOSED MEETING- Section 213(3)(f) Conduct of Existing or Anticipated Legal Proceedings

CW24-09-13 10.1 Move into Closed Session of Committee of the Whole

Moved By: Mayor Johnson

Seconded By: Councillor Lynn

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 the conduct of existing or anticipated legal proceedings. CARRIED UNANIMOUSLY

- CW24-09-14** **10.2 Revert to Open Session of Committee of the Whole**
Moved By: Mayor Johnson
Seconded By: Councillor Eastbound
- That Committee of the Whole revert to an open session of Committee of the Whole to proceed with the agenda.
- CARRIED UNANIMOUSLY
-
- CW24-09-15** **10.3 Extend Meeting**
Moved By: Councillor Eastbound
Seconded By: Councillor Hobbs
- That Committee of the Whole meeting CW24-09 be extended not to exceed one hour.
- CARRIED 3-1
-
- CW24-09-16** **10.4 Move into Closed Session of Committee of the Whole**
Moved By: Councillor Hobbs
Seconded By: Councillor Eastbound
- 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 the conduct of existing or anticipated legal proceedings.
- CARRIED 3-1
-
- CW24-09-17** **10.5 Revert to Open Session of Committee of the Whole**
Moved By: Mayor Johnson
Seconded By: Councillor Eastbound
- That Committee of the Whole revert to an open session of Committee of the Whole to proceed with the agenda.
- CARRIED UNANIMOUSLY
-
- CW24-09-18** **11 ADJOURNMENT**
Moved By: Councillor Lynn
Seconded By: Councillor Eastbound
- That Committee of the Whole Meeting CW24-09 be adjourned at 10:49 p.m. with the next regular meeting of Committee of the Whole being December 3, 2024.
- CARRIED UNANIMOUSLY

THE MINUTES OF COMMITTEE OF THE WHOLE MEETING CW24-09 WERE APPROVED BY CONSENT OF COUNCIL AT COMMITTEE OF THE WHOLE MEETING CW24-XX OF DECEMBER 3, 2024.

Stephen Johnson, Chair

David Henderson, CAO



City of Dawson

Report to Council

Agenda Item	Heritage Management Plan and Official Community Plan What We Heard
Prepared By	Planning and Development
Meeting Date	December 3, 2024
References (Bylaws, Policy, Leg.)	Heritage Management Plan, Heritage Bylaw
Attachments	What We Heard reports

	Council Decision
	Council Direction
x	Council Information
	Closed Meeting

Recommendation

That Committee of the Whole accept this report for informational purposes.

Executive Summary

A consultant team comprising Giaimo, M.R. Letourneau, and Narratives have been engaged by the City of Dawson to revise the Heritage Management Plan (HMP) and Heritage Bylaw (HB). The scope of the project is to complete a comprehensive review of the HMP and HB in order to more accurately reflect Dawson's community today.

A project kick-off meeting was held on June 26, 2024, and a Working Group and Advisory Committee have been established for the project. A public meeting was held on Tuesday, August 27, 2024, with an additional drop-in session held on August 29. The What We Heard Report summarizes the feedback that has been gathered from community engagement for the project thus far.

Concurrently, Stantec was engaged by the City of Dawson to complete a comprehensive review of the Official Community Plan (OCP) and Zoning Bylaw (ZBL). A public open house was held on November 6th, 2024, and a Working Group and Advisory Committee has been established for the project. The attached memo provides high-level insights from the first round of engagement undertaken for the City of Dawson's OCP and ZBL Review project. Following the memo, Stantec will provide analysis and insights from the first round of engagement in a forthcoming What We Heard report.

Background

Please see the attached report and memo.

Discussion / Analysis

Please see the attached report and memo.

Fiscal Impact

N/A

Alternatives Considered

N/A

Next Steps

The consultant team has developed proposed approaches for the HMP and HB update. These proposed approaches will be presented to the Working Group and Advisory Committee in December 2024 for feedback. A draft report will then be prepared in Q1 2025 to be submitted to the City and presented to the Working Group, Advisory Committee and Council. Based on Council direction, any updates to the draft, if needed, will be made to work towards a final report.

Following the memo, Stantec will provide analysis and insights from the first round of engagement in a forthcoming What We Heard report.

Approved by	Name	Position	Date

What We Heard
November 2024

Heritage Management Plan and Heritage Bylaw Review and Update Project



INTRODUCTION



About the Project

A consultant team led by Giaimo + Associates Architects Inc. ("Giaimo") with sub-consultants M.R. Letourneau and Associates Inc. and Narratives Inc. has been engaged by the City of Dawson to undertake a comprehensive review and update of the Dawson Heritage Management Plan (HMP) and Heritage Bylaw (HB). A project kick-off meeting was held on June 26, 2024.

The project scope is to complete a comprehensive review of the HMP and HB and update these to reflect practical and forward-thinking strategies and policies to improve heritage conservation initiatives, while actively involving and engaging the wider community:

- **Heritage Management Plan, 2008:** The City of Dawson's local guiding document for overseeing development in Dawson. Includes vision and objectives, character areas, procedures for heritage management, tools for heritage conservation, design guidelines, and incentives for conservation of historic places and process for recognizing heritage places.

- **Heritage Bylaw, Bylaw No. 2019-04:** Bylaw that outlines the duties and obligations of the Heritage Advisory Committee; the designation and protection of municipal historic resources; and the framework of a Heritage Fund program.

The updated HMP will specifically focus on the historic townsite.

Working Group and Advisory Committee

A Working Group and Advisory Committee have been established for this project. The Working Group includes representatives from Tr'ondëk Hwëch'in (Heritage), Yukon Government (Historic Sites), Parks Canada (Klondike National Historic Site), and City of Dawson (Planning and Development). The Advisory Committee includes 10 volunteer community members from diverse industries and backgrounds to provide local insights and knowledge and act as a sounding board for the project; the Advisory Committee Terms of Reference is included in the Appendix.

PROCESS



Community Engagement

A public meeting was held on Tuesday, August 27, 2024. It was attended by 20 community members, as well as members of the Working Group, HMP consultant team, and OCP consultant team. The format was a brief 15-minute project presentation by the HMP consultant team followed by a 1-hour co-creation session which focused on two topics: 1) what we've heard (challenges) and 2) where we're going (priorities). Interactive engagement boards, as well as printed out sheets, were used during the co-creation session to help prompt discussion and gather community inputs. The goal was not to develop solutions in the moment, but rather to understand the limitations and frustrations with the current HMP and what community members would like to see addressed and achieved through the new HMP.

Additionally, a drop-in session was held on Thursday, August 29, 12-1pm at Council Chambers, City Hall, which was attended by 3 people. The interactive engagement boards and sheets remained in-person at Council Chambers for 7 days, so that community members could drop by and add comments on their own time. Digital copies of the engagement sheets were also uploaded to the City's website and shared on Facebook, allowing community members to submit feedback via email, however none were received. The presentation and interactive engagement boards are included in the Appendix as reference.

Meetings, Tours, and Discussions

The consultant team was in-person in Dawson from August 27-30, during which time they also had meetings and tours with a number of key community interest groups, organizations, and representatives, including:

- Parks Canada, Klondike National Historic Sites
- Yukon Government, Historic Sites
- Tr'ondëk Hwëch'in, Heritage
- Tr'ondëk Hwëch'in, Housing and Infrastructure
- Tr'ondëk Hwëch'in, National Resources
- City of Dawson, staff (CAO Office, Bylaw Services, Parks and Recreation, Planning and Development)
- Stantec, Official Community Plan (OCP) Consultant team
- City of Dawson, Fire Department
- Yukon Energy
- Klondike Development Organization

During this in-person visit, the consultant team also made an effort to discuss the HMP casually with residents, staff, and tourists at various establishments in Dawson including coffee shops, restaurants, Dänojà Zho Cultural Centre, Yukon School of Visual Arts, and Klondike Institute of Art and Culture, to gain additional insights. We also met with developers and architects who have built projects in Dawson, to understand their experience following the HMP & HB.

SUMMARY OF KEY THEMES



Based on this variety of input channels, a number of key themes emerged in relation to *challenges* and *priorities*:

Format and User Experience

Challenge: the HMP is not seen as user-friendly, particularly due to:

- Length: residents found that the extensive length, order of content, and overall process is not easy to navigate or understand
- Lack of clarity: There are a number of sections in the HMP that community members expressed confusion over both application and relevancy, including the purpose of the 8 character areas vs 3 management areas

Priority: focus on creating a practical guide that provides tools to the community by:

Communicating clear process

- Ease of access to information
- Better graphic design and visual aids such as flowcharts, timelines, diagrams, and images
- Consider other forms of info sharing such as a website, podcast, video, etc

Development Process

Challenge: concern that the HMP makes the development process difficult by:

- Delaying new housing: going through the HAC process is too slow, a frustration further amplified by the brief construction period which means projects easily get pushed back by a year if they don't receive feedback and approvals promptly
- Lack of clarity: feeling that the design guidelines and HAC process are well-intentioned but too subjective, inconsistent, and/or confusing, making it difficult to follow and thus not always resulting in high quality projects
- Lack of Indigenous considerations: The design guidelines, with their emphasis on Gold Rush Era colonial architecture, are not relevant or appropriate for Tr'ondëk Hwëch'in developments

Priority: there was overall agreement that the new HMP must provide new Design Guidelines with greater clarity that help streamline the process, but the preferred approach to achieving this varied between:

- Stricter design guidelines: about half of respondents felt that more explicit, direct, clear guidelines that specify building material and ratio requirements would solve the above challenges
- Flexible approvals: about half of respondents felt that approvals should be more flexible, focusing on sense of place and thematic values as opposed to specific architectural requirements, to respond to the above challenges
- Visual aids: there was widespread agreement that better visual aids, graphics, and drawings were needed
- Revise HAC process: reassess the HAC process to provide greater clarity and consistency
- Tr'ondëk Hwëch'in jurisdiction: acknowledge that Settlement Land is Tr'ondëk Hwëch'in jurisdiction and thus the Design Guidelines and HAC process are not applicable to development on Settlement Land

Tr'ondëk Hwëch'in Heritage

Challenge: there is an overall lack of Tr'ondëk Hwëch'in heritage, style, and cultural expression in the plan:

- Missing Values: the HMP is missing focus on heritage as a living thing; not only the historical and architectural aspects of heritage but also the cultural, spiritual, and environmental dimensions
- Outdated: A lot of progress was made in conservation efforts through the Tr'ondëk-Klondike UNESCO designation, which isn't reflected in the HMP

Priority: work with Tr'ondëk Hwëch'in to ensure the HMP takes a more holistic approach to heritage conservation:

- Update policy framework: Settlement Agreement, the Tr'ondëk Hwëch'in Heritage Act (2016), Tr'ondëk-Klondike World Heritage Site Management Plan (Draft December 2020), 2022 Yukon's Living Heritage campaign, the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and the Truth and Reconciliation Commission of Canada Reports, at minimum should be integrated into the HMP policy framework
- Living heritage: recognition that heritage is not historic and static, but is living and we must focus on moving forward together. Ensuring citizens are able to access the land they need, for housing, traditional pursuits etc
- Defining Tr'ondëk Hwëch'in Jurisdiction: Clearly defining jurisdiction as per the Tr'ondëk-Klondike World Heritage Site Management Plan to prevent appropriation of TH styles by external developers

Living Community

Challenge: given that the plan is from 2008, it no longer reflects the current social and economic state of 2024:

- Lack of relevance: concern that there isn't a point in the heritage conservation of Dawson if no one can afford to live here
- Demo by neglect: concern over both safety and loss of heritage of derelict properties; at the same time it is frustrating that so many buildings are vacant when there is a need for space for housing, community gathering, arts activities, and other possibilities



Priority: focus on how the HMP impacts quality of life:

- Livability: update to include key topics that must be addressed such as affordability, climate, and housing
- Community collaboration: explore opportunities of mutual benefit in leveraging local heritage and conservation efforts in collaboration with local groups, such as with the arts community
- Sense of place: important to consider not only individual buildings, but the urban fabric as a whole including the walkable scale, community gathering spaces, and other important elements that contribute to sense of place

Environment & Climate

Challenge: The HMP does not address the implications of climate change:

- Heritage at risk: concern that historic structures are at higher risk of loss due to extreme weather and natural disasters
- Sustainability-led decision making: as the environment impacts all aspects of livability, any Plans must integrate decarbonization strategies

Priority: integrate more recent climate crisis considerations:

- Risk Management: consider strategies for responding to the increases in forest fires, flooding, rising temperatures, and other natural disasters
- Retrofit design guidelines: consider guidelines for how to undertake retrofits while still conserving heritage value of structures, such as for energy upgrades, fire protection, and integrating new green technologies in historic contexts



Financial Sustainability

Challenge: concern over the number of historic structures being lost to neglect and abandonment, due to high cost of restoration and reuse.

Priority: explore models that encourage more affordable conservation methods, so that community members can afford to reuse vacant historic buildings

Tourism

Challenge: tourism is a significant economic driver for Dawson, however there is concern that it may be put at risk due to:

- New developments: if not designed well, new developments dilute the heritage value and historic authenticity of Dawson and thus the tourism appeal
- Relevance: concern for future potential decline in interest in Gold Rush era tourism
- Livability: tourism industry cannot grow due to lack of affordability resulting in not enough people to work in the industry

Priority: addressing the needs of a living community is essential in supporting the tourism industry.

- Diversify: Diversify Dawson's tourism appeal by incorporating TH cultural histories and landscape. Balance the preservation of Gold Rush heritage with evolving community identities (arts, Indigenous culture, music).

Accessibility

Challenge: concern that living and visiting Dawson isn't inclusive of all abilities due to historic features such as unpaved roads and uneven terrain.

Priority: explore options for improving accessibility while still maintaining heritage value and character.

Education & Capacity-Building

Challenge: it's unclear how community members can learn more about conservation processes and use the HMP as a practical tool due to:

- Difficulty navigating resources: while there is an extensive wealth of historical research resources, many community members were unaware of how to find and use these resources or didn't have time to sort through all resources
- Lack of professional heritage expertise: concern that across HAC, municipal staff, and contractors, there wasn't sufficient heritage knowledge to actually abide by the intent of the HMP

Priority: use this project as an opportunity to support educational efforts including:

- Knowledge-sharing: creating space and resources for citizens to be stewards of their city

NEXT STEPS



Draft Report

This community feedback is essential in guiding the direction of the HMP and HB. Given that a majority of the priorities express expand beyond the scope of a typical HMP, it has become clear that there is a need to align the HMP and HB closely with the OCP project which is currently also underway.

While numerous approaches to heritage management exist internationally, understanding community concerns and goals have highlighted how unique Dawson is and how the HMP and HB play an important role in supporting Dawson as a living community. As a next step in analysis, a precedent study was completed by the consultant team, but differed from typical precedent studies in that it had to recognize

that no single precedent will be found that can offer all the solutions needed in Dawson. Rather, a large number and variety of precedents were researched related to each key theme.

Based on this community feedback, in combination with research, analysis, and previous professional experience and expertise, the consultant team has developed proposed approaches for the HMP and HB update. These proposed approaches will be presented to the WG and AC in December 2024 for feedback, prior to developing each approach into a draft report. A draft report will then be prepared in Q1 2025, submitted to the City, and presented to the WG, AC, and Council. Based on Council direction, any updates to the draft, if needed, will be made to work towards a final report.

What We Heard
November 2024

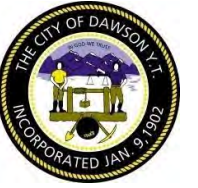
Heritage Management Plan and Heritage Bylaw Review and Update Project

Appendix



CITY OF DAWSON HERITAGE MANAGEMENT PLAN AND HERITAGE BYLAW REVIEW AND UPDATE PROJECT

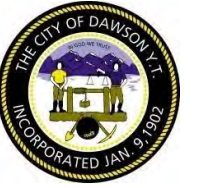
Public Meeting, August 27, 2024



Land Acknowledgement

With gratitude, we acknowledge that this work and project takes place on the traditional territory of the Tr'ondëk Hwëch'in, who have lived along the Yukon River for millennia.





Agenda

- 01 Team Introduction**
 - Consultants
 - Working Group & Advisory Committee
- 02 About the Project**
 - Background
 - Changing Context
 - Scope and Goal
 - Schedule and Status
- 03 Co-creation Session**
 - What we've heard (challenges)
 - Where we're going (priorities)
- 04 Next Steps**





Team Introduction

Gaiimo



Stephanie Mah,
CAHP, Project
Manager & Cultural
Heritage Lead



Mitchell May,
OAA, CAHP, Lead
Heritage Architect

Narratives



Desirée Theriault,
MLARCH, Land
Relations Lead



**Dr. Lydia
Schoeppner, PhD,**
Land Use
Researcher

M.R. Letourneau



Dr. Marcus Letourneau,
PhD, MCIP, RPP, CAHP,
CIPM I, Heritage
Planner and Policy
Lead





Team Introduction

Working Group

City of Dawson



Tr'ondëk Hwëch'in



Parks Canada



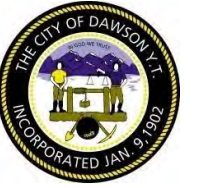
Government of Yukon



Advisory Committee

Volunteer committee of 10 community members from diverse industries and backgrounds who will share local insights and knowledge and act as a sounding board for the project.





Project: Background

Heritage Management Plan (HMP), 2008

The City of Dawson's local guiding document for overseeing development in Dawson. Includes vision and objectives, character areas, procedures for heritage management, tools for heritage conservation, design guidelines, and incentives for conservation of historic places and process for recognizing heritage places.

Heritage Bylaw (HB), Bylaw No. 2019-04

Bylaw that outlines the duties and obligations of the Heritage Advisory Committee; the designation and protection of municipal historic resources; and the framework of a Heritage Fund program.





Changing Context



Dawson City Historic Townsite

Tr'ondëk Hwëch'in Heritage Act (2016)

Includes preservation and promotion of the Tr'ondëk Hwëch'in's heritage in and on the Traditional Territory of the Tr'ondëk Hwëch'in, in a manner that is consistent with Chapter 13 (and the inherent right);

Tr'ondëk-Klondike UNESCO World Heritage Site (2023)

The Memorandum of Understanding (MoU) concerning the Joint Management and Protection of Tr'ondëk-Klondike and the “Tr'ondëk–Klondike World Heritage Site Management Plan” provide a framework for the four levels of government that have regulatory, management, or administrative responsibilities for the property.





Changing Context



Extreme Weather

Recent increase in floods, forest fires, and other climate related disasters.

Need for Housing

Living community and growing population with need for more housing.





Project Scope



Scope

To complete a comprehensive review of the HMP and HB and update these to reflect practical and forward-thinking strategies and policies to improve heritage conservation initiatives, while actively involving and engaging the wider community.





Project Goal

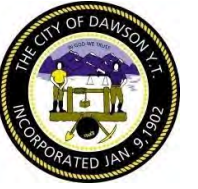


Goal

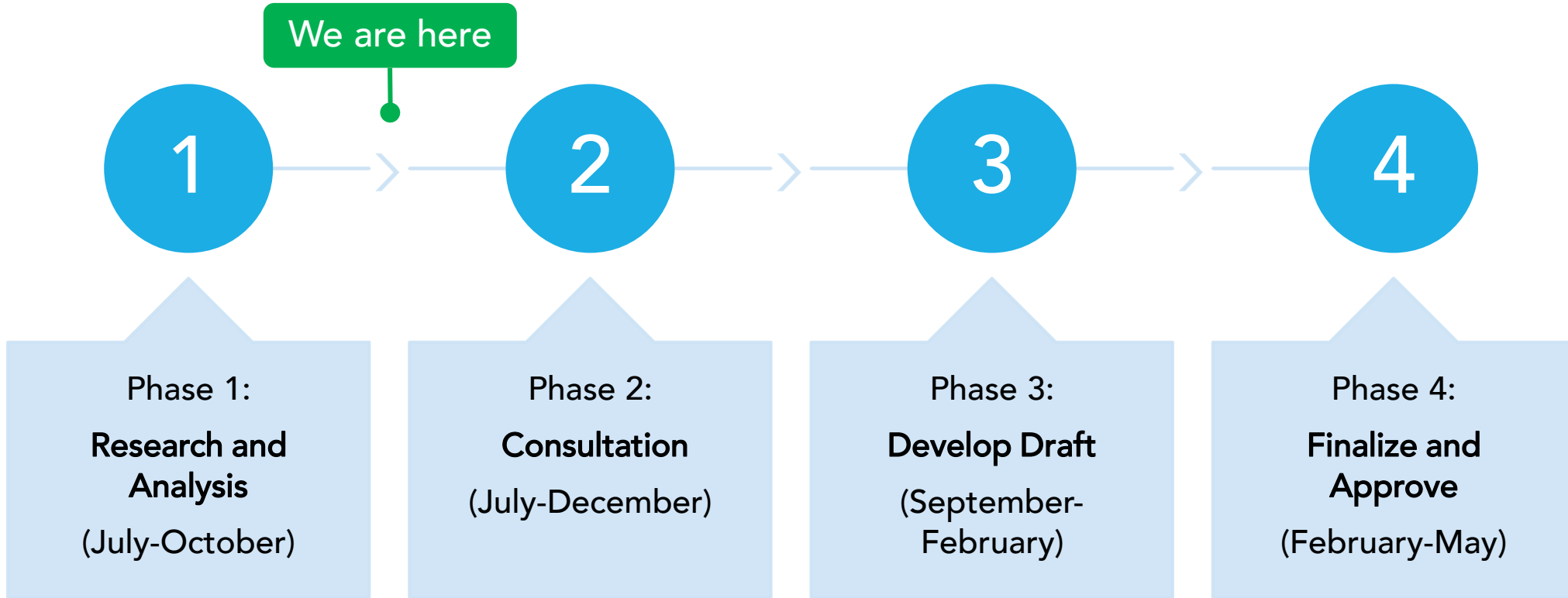
To establish deeper comprehension and sustained preservation of the City of Dawson's valuable heritage resources, as well as the refinement of the municipal heritage management program.

Final format of the Plan is to be determined through this process to align with community needs; could include a planning document, toolkit, website, etc.



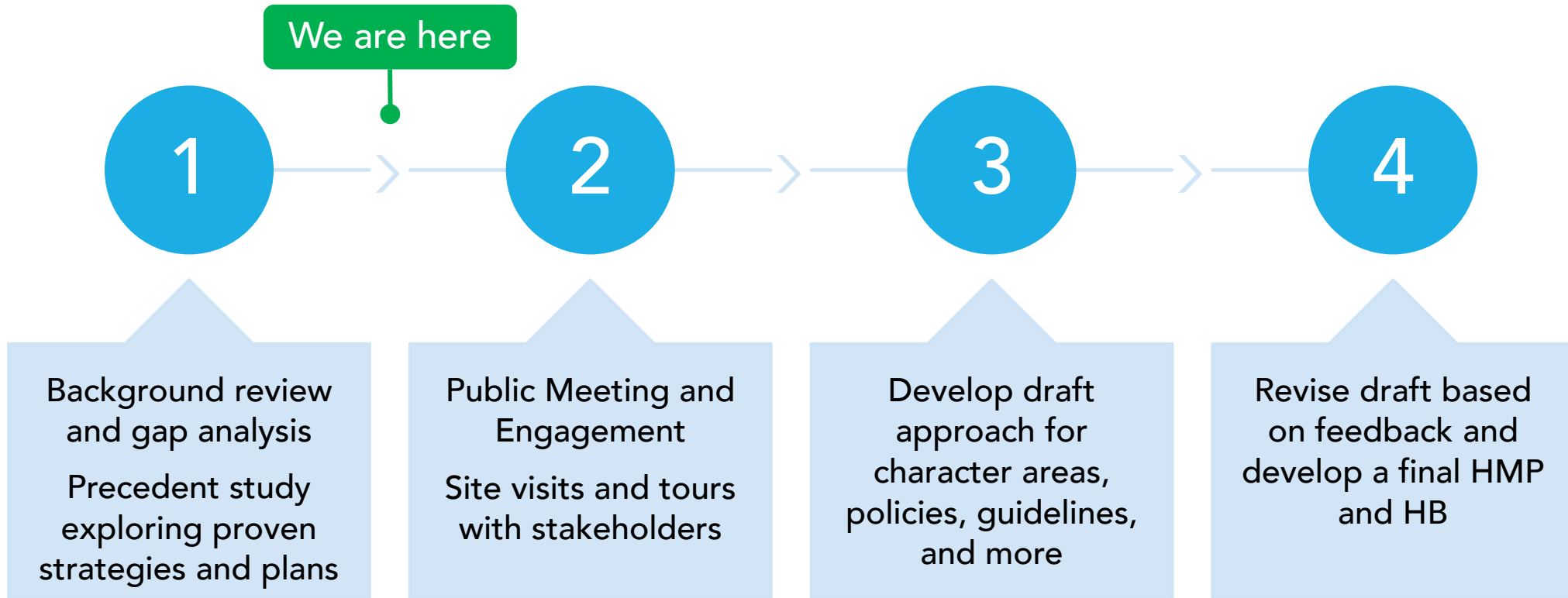


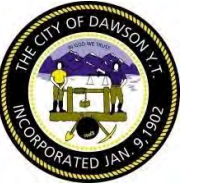
Schedule





Schedule





Status

Phase 1: Background Research and Analysis

Dawson City Heritage Management Plan, 2008;

Parks Canada Dawson City Design Guidelines, c. 1980s;

Dawson City Heritage Bylaw, 2019;

Websites of City of Dawson, Tr'ondëk Hwëch'in Government, Dawson Regional Planning Commission, and UNESCO Tr'ondëk-Klondike;

Dawson City Approved Fonts for signs;

Dawson NE Character Area Update;

City of Dawson Official Community Plan and Zoning Bylaw;

City of Dawson Downtown Revitalization Plan, 2014;

After the Gold Rush: The Integrated Community Sustainability Plan, City of Dawson and Tr'ondëk Hwëch'in Community Vision, 2005;

Yukon Historic Resource Act;

Tr'ondëk Hwëch'in Heritage Act, 2016;

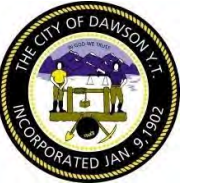
Tr'ondëk Hwëch'in Final Agreement, Chapter 13, 1998;

Tr'ochëk Heritage Site Management Plan, 2018;

Yukon Register of Historic Places;

Tr'ondëk-Klondike UNESCO World Heritage Site Nomination Report, 2020;





Status

Tr'ondëk-Klondike World Heritage Site Management Plan, Draft December 2020;

Tr'ondëk Hwëch'in First Nation Cultural Orientation and Protocols Toolkit, 2011;

Incorporating Tr'ondëk Hwëch'in knowledge into Dawson historic sites research, (2018)

Guidelines Review of Material Usage in Dawson City, 2016:

The Architecture of Tr'ondëk-Klondike, ERA, 2016;

Klondike National Historic Sites of Canada Management Plan 2018;

Forty Mile, Fort Cudahy and Fort Constantine Historic Site management Plan, 2006;

Dawson Heritage Advisory Committee (HAC) meeting minutes and packages, 2023 and 2024;

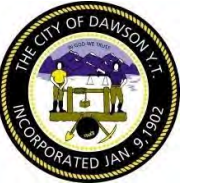
Klondike National Historic Site, What We Heard Report, Parks Canada, 2023;

Klondike National Historic Site, Best Use Evaluation Draft Report, 2024 (CONFIDENTIAL – NOT PUBLIC);

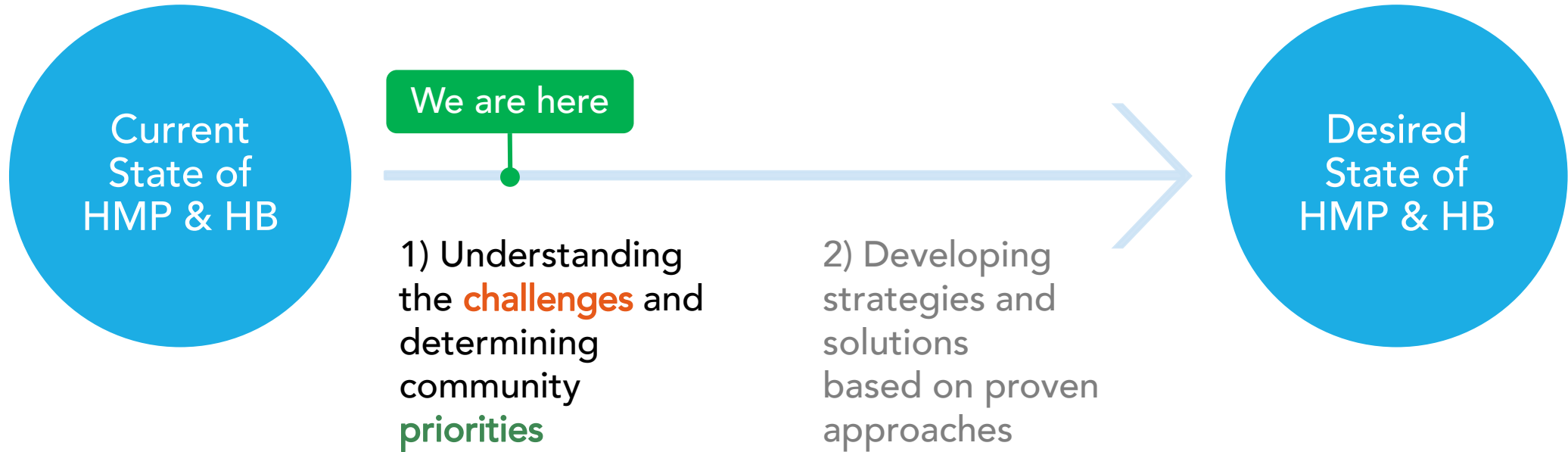
Yukon Living Heritage Campaign ([website](#)), [2022](#) ; and

[Carleton University History and Theory of Architecture Blog](#), "Dawson City's Enclave of Power", "Bridging the Gulf of Incomprehension", "Dredging for Dollars", "'Possession', 'Ownership', and Tr'ochëk National Historic Site", 2024.





Co-creation session





Group Discussion

Challenges: What We've Heard

Outdated and doesn't reflect current social and economic state of 2024

Difficult to conform to design guidelines due to vague and complicated rules and restrictions

Lacking representation of Tr'ondëk Hwëch'in heritage, style, and cultural expression

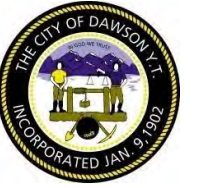
Lengthy document results in poor ease of use for those going through the development process

Lack of climate change considerations or guidelines for sustainability and risk mitigation

Other: what's missing?

Do you agree or disagree with these? Why? What's missing?





Group Discussion

Priorities: Where We're Going

Other: There are several known challenges that this project will address. But what's missing?

Environmental stewardship: integrate sustainable design practices for climate risk mitigation

Tourism: further leverage heritage to help increase annual visitors for economic growth

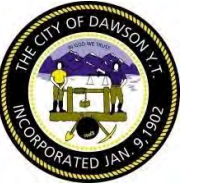
Format: create a Plan that is easier to read and explore alternative formats (toolkit, website, etc)

Development process: revise to include clearer guidelines and allow for more efficient approvals

Housing: develop flexible design guidelines that help support the creation of more housing

Do you agree or disagree with these? Why? What's missing?





Next Steps

Gather more community inputs!

Review and analyse public engagement results

Precedent research to explore proven strategies

Develop approaches and solutions based on research and inputs

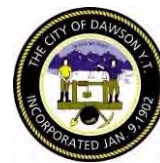
Present a Draft HMP and HB to Council in February 2025

Revise draft based on feedback

Final HMP and HB completed in May 2025

Thank you!





City of Dawson Heritage Management Plan (HMP) and Heritage Bylaw (HB) Project

August 2024 Community Co-creation Feedback Form: Your feedback will help shape the direction of this project and the future HMP and HB. Thank you for your contributions.

Challenges: We've identified potential challenges with the current HMP and HB. Do you agree or disagree with these challenges? Why? What examples of these challenges have you experienced? What's missing?

Potential Challenges	Your Feedback
Outdated and doesn't reflect current social and economic state of 2024, from climate to housing	
Lacking representation of Tr'ondëk Hwëch'in heritage, style, and cultural expression	
Lack of climate change considerations or guidelines for sustainability and risk mitigation	
Difficult to conform to design guidelines due to vague and complicated rules and restrictions	
Lengthy document results in poor ease of use for those going through the development process	
Other: what's missing?	





City of Dawson Heritage Management Plan (HMP) and Heritage Bylaw (HB) Project

August 2024 Community Co-creation Feedback Form: Your feedback will help shape the direction of this project and the future HMP and HB. Thank you for your contributions.

Priorities: In addition to developing solutions for the various challenges already identified, we are looking to better understand local needs, preferences, and ideas, to ensure the project reflects community priorities. Below are some potential priorities, do you agree or disagree? Why? What's missing?

Potential Priorities	Your Feedback
Format: create a Plan that is easier to read and explore alternative formats (toolkit, website, etc)	
Tourism: further leverage heritage to help increase annual visitors for economic growth	
Development process: revise to include clearer guidelines and allow for more efficient approvals	
Environmental stewardship: integrating sustainable design for climate risk mitigation	
Housing: develop flexible conservation strategies that help support the creation of more housing	
Other: what's missing?	





CITY OF DAWSON

HMP & HB Advisory Committee

Terms of Reference

1 Background

The City of Dawson (CoD) is undertaking a renewal of the Heritage Management Plan (HMP) and Heritage Bylaw (HB) to guide the future of Dawson. The project area is the City of Dawson, with a focus on the historic townsite. Dawson, recognized as one of the eight heritage locations in the Tr'ondëk-Klondike World Heritage site, was added to the UNESCO World Heritage List in 2023.

The goal of this project is to complete a comprehensive review of the HMP and HB and update these to reflect practical and forward-thinking strategies and policies to improve heritage conservation initiatives, while actively involving and engaging the wider community. This will result in a deeper comprehension and sustained preservation of the City's valuable heritage resources, as well as the establishment of a well-functioning municipal heritage management program. This renewal project focuses on two items:

- The HMP, which includes the Design Guidelines for Historic Dawson, is the City of Dawson's local guiding document for overseeing development in Dawson. The current HMP is from 2008 and includes vision and objectives, character areas, procedures for heritage management, tools for heritage conservation, and incentives for conservation of historic places and process for recognizing heritage places.
- The HB, Bylaw No. 2019-04, which outlines: the duties and obligations of the Heritage Advisory Committee; the designation and protection of municipal historic resources; and the framework of a Heritage Fund program.

To assist in reflecting local preferences and priorities during the creation of the new HMP and HB, an HMP and HB Advisory Committee (Committee) will be formed.

2 Advisory Committee Overview

2.1 Purpose

The purpose of forming an Advisory Committee (Committee) is to leverage local knowledge and gain insights into the needs, interests, and preferences of community members, impacted, and interested parties. To adequately represent the distinct needs, interests, and preferences of various community interest holders; a diverse membership for the Committee is preferred. The Committee will act in a volunteer advisory capacity to assist and support the HMP and HB Project Team (which includes the CoD Planning Manager, hired consultants Giaimo + Associates Architects Inc., M.R. Letourneau and Associates Inc., and Narratives Inc. and a Working Group with departmental representatives from Tr'ondëk Hwëch'in, Government of Yukon, and Parks Canada) in achieving a representative and community informed HMP and HB for the CoD.



CITY OF DAWSON

HMP & HB Advisory Committee

Terms of Reference

2.2 Role

The Committee's primary role is to share local insights and act as a sounding board for the HMP & HB Project Team during the creation of the renewed HMP & HB; as such, they will provide high-level feedback on: the public meeting format, opportunities and challenges of the current HMP & HB, and visioning and direction for the renewed HMP & HB. The Committee will also be asked to act as champions for the project by encouraging community participation during engagement and sharing information about the projects as they are able. While the HMP & HB Project Team will carefully consider the recommendations or comments provided to them by the Committee, they will not be bound by such suggestions.

2.3 Reporting

Notes will be taken by a representative from the HMP & HB Project Team during all Committee meetings which will capture all suggestions and recommendations provided by the Committee. These meeting notes will be circulated to all Committee members, shared with the full HMP & HB Planning Team for their consideration, and provided to CoD Council for their reference.

3 Membership and Composition

To gain a balanced perspective on the diverse interests of the community, membership on the Committee will attempt to represent the demographic, cultural, and economic diversity of Dawson residents and interest holders.

As a starting point, the Committee shall be comprised of a maximum of approximately ten (10) individuals who represent or have experience in one or more of the following areas:

- Interests & Industries
 - Heritage
 - Culture
 - Tourism
 - Builders/ developers/ contractors
 - Museums
 - History
 - Arts
 - Architecture
 - Housing
 - Planning
 - Environment
 - Sustainability
- Socio-Economic Lifestyle Perspectives
 - Age spectrum
 - Cultural and Indigenous backgrounds
 - Community connection (long-standing residents, year-round/ seasonal residents, newcomers)
 - Family types (singles, those with children and those without, multi-generational)
 - Income and living tenure diversity (homeowner, unit renter, room renter, landlord)
 - Gender and sexuality spectrums
 - Mobility and developmental spectrums



CITY OF DAWSON

HMP & HB Advisory Committee

Terms of Reference

4 Application and Recruitment Process

Application for membership on the Committee is open to the public and all those interested. Interested individuals shall apply for membership on the Committee by completing the online application form. This form will assist in identifying what interests, industrial, and socio-economic lifestyle perspectives each applicant would represent.

Additionally, the HMP & HB Project Team may reach out to known organizations in the community with connections to the above-listed experience areas to solicit voluntary applications from their members.

As applications are received, the HMP & HB Planning Team will review applications against the Membership and Composition criteria outlined above and offer membership to those who qualify. Applying for membership does not guarantee that the individual will be selected for the Committee.

5 Responsibilities

Members of the Committee are responsible for representing the community's best interest during the creation of the HMP & HB. The Committee will work with the HMP & HB Project Team to review and provide feedback on various HMP & HB related topics.

At a minimum, Committee members will:

- Review meeting agendas and information packages in advance of the meeting.
- Attend all scheduled meetings to the best of their ability, which may be scheduled during weekdays or evenings.
- Conduct themselves to ensure the meetings have a safe and respectful environment where all members feel welcome to speak and share their perspectives and ideas.
- Participate in and promote community outreach and engagement through their formal and informal networks as they are able.
- Provide anecdotal insights as available to assist with discussions.
- Provide input and suggestions on how their respective interests and related interest groups may be reflected in the HMP & HB.
- Help balance conflicting priorities and considering new ideas.



CITY OF DAWSON

HMP & HB Advisory Committee

Terms of Reference

5.1 Conduct

To maintain a positive and collaborative working environment for all those involved, all Committee members are expected to:

- Participate in group discussions respectfully and productively,
- Remain respectful to other committee members and any others who are in attendance of any meetings,
- Not speak on behalf of the Committee or HMP & HB Project Team,
- Respect confidentiality,
- Represent themselves as having any authority beyond that delegated by this document, and
- Not speak in an unfairly disrespectful manner of any decisions made by the HMP & HB Project Team that they do not agree with.

Failure to comply with the above-listed expectations will result in removal from the Committee.

5.2 Term

While it is desired that Committee members attend all meetings as scheduled and participate to the best of their ability, members may choose to leave the Committee at any time.

- The expected duration of the Committee is August 2024-May 2025 (10 months).
- Any and all participation on the Committee is voluntary, no members will receive monetary payment for their service.

6 Meetings

At this time, it is anticipated that three (3) Committee meetings will be held, virtually, in addition to one (1) in-person Public Meeting which will be open to the public. All meetings will fall within the estimated project timeline of July 2024-May 2025. Coordination for the meetings will happen electronically via email.



CITY OF DAWSON HMP & HB Advisory Committee Terms of Reference

The tentative meetings/events that Committee members are expected to participate in are identified for the following months:

- Virtual Meeting #1 – 2nd week of August 2024, time/date TBD
Project launch, discussion about upcoming Public Meeting
- In-Person Public Meeting – August 27-29, time/date TBD
Public launch focusing on collecting inputs and developing an understanding of opportunities and constraints
- Virtual Meeting #2 – November 2024, time/date TBD
Review of project progress including visioning, direction, and recommendations
- Virtual Meeting #3 – February 2025, time/date TBD
Review of Draft HMP and HB

All meeting materials requiring review prior to scheduled meetings will be circulated to Committee members via email no later than five working days before each meeting with clear guidance given to what type of feedback members should prepare before the meeting.

To: Farzad Zarringhalam
City of Dawson

From: Amanda Haeusler
Kelowna

Project/File: City of Dawson OCP and ZBL Update/
115824089

Date: November 29, 2024

Reference: Memo - What We Heard During Engagement Round 1

The following memo is intended to provide high-level insights from the first round of engagement undertaken for the City of Dawson's OCP and ZBL review project. This information will be described in more detail, with analysis and insights, in a forthcoming What We Heard report. In addition to the engagement described below, feedback from on-going conversations with impacted and interested parties in the community, such as representatives from primary economic sectors (e.g., mining, tourism, YG) and Tr'ondëk Hwëch'in, will be used to inform proposed changes to the OCP and ZBL.

1 Engagement overview

During the first round of engagement, we discussed how the OCP and ZBLs are used, what challenges the community faces when considering future development, and gather feedback from attendees about community priorities.

1.1 Why?

The purpose of engagement is to gain insight into the needs and preferences of the community, strengthen relationships, and build buy-in for important bylaws that will be used by the City of Dawson to guide future decision-making. This round of engagement was intended to share as much information as possible; gain momentum for the Official Community Plan (OCP), Zoning Bylaw (ZBL), and subsequent implementation projects; and gather feedback that can be used to shape and inform the bylaws.

1.2 When?

On Wednesday, November 6, an in-person public open house was held at the Klondike Institute of Art and Culture (KIAC) Ballroom, from 6-9 pm, with refreshments served at 5:30pm. During the event, a formal presentation was given by representatives from Stantec Consulting Ltd., Government of Yukon (YG), and Tr'ondëk Hwëch'in (TH) covering a variety of topics including project overview, development constraints, land development process, and TH perspectives. A copy of these presentations has been included in Appendix A and was posted to the City's website following the event. In addition to hosting the meeting in-person, several participants also joined the event online and the meeting was recorded for posting to the City's website. After the presentation, a question-and-answer period was held, the online meeting was

Reference: Memo - What We Heard During Engagement Round 1

closed, and in-person attendees were then encouraged to review display boards (see Appendix B) and speak with facilitators.

To capture those who were unable to attend the evening event, a lunch-time drop-in session was held the following day at the City of Dawson Council Chambers from 12-1:30pm. No formal presentation was given during the event; however, display boards and facilitators were present to discuss the project at length with attendees and answer questions.

Advertisements for both events were distributed by the City, via placing posters throughout the community and advertisements on social media, with emails sent by both the City, TH, and members of the Advisory Committee to their various mailing lists.

Real-time feedback was collected through sticky notes and facilitator note-taking, with all participants encouraged to complete the online survey as summarized in this report.

1.3 Who?

20 people attended the public open house in-person, with 3 people joining online to discuss the OCP and ZBL; followed by 2 additional people attending the drop-in session the following day. In addition to the feedback gathered during the events, **119 surveys** were completed either online or via hardcopy. To date, participants included elected officials, municipal staff, local business owners, miners, those in the construction and development industries, and residents of various ages.

2 Summary of what we heard

During round one of engagement for the City of Dawson OCP and ZBL update project, we heard about strengths, opportunities, challenges, and concerns they have for Dawson. Key themes are included below; additional information regarding results from the survey and analysis of comments received will be provided in the What We Heard report.

2.1 Key themes

2.1.1 Love for Dawson.

Participants shared many sentiments about how much they love Dawson and it's eclectic, collaborative, inclusive, and welcoming community spirit. Many comments showcased the generosity of residents to work together, help each other, and support one another. Some of the sentiments described an "in it together" type of mentality associated with folks having the shared experience of living in a remote place "at the end of the road", with a harsh climate, that is often very isolated.

Reference: Memo - What We Heard During Engagement Round 1

2.1.2 Need for housing.

Reflective of residents' love for Dawson is their desire to stay in the community and build lives for themselves, shaped to suit their unique preferences and needs. The lack of housing availability in the community is a major barrier and respondents shared wanting to see underdeveloped properties redeveloped for housing, new areas developed for housing, new styles of housing permitted, and regulations modified to allow for more housing, or associated buildings such as sheds.

2.1.3 Community health and well-being.

Community health and well-being was highlighted as the top priority by respondents, with the top issues being healthcare, mental health support, and opportunities to age in place; however, many other elements of community well-being were discussed throughout engagement. Housing, availability of childcare, healthy activities for residents of all ages, physical accessibility through the community, high costs-of-living, desires for social connectivity, and inclusivity, among other topics, all relate to well-being.

2.1.4 Support for the local economy.

Respondents expressed support for all aspects of the local economy; including mining, tourism, arts, and governance; as well as desire to see growth and more resilience to support residents and local entrepreneurship.

3 Schedule and progress update

Project Phases	Est. Timeline	Status
Phase 1 Project Start-Up and Research	June – Oct	Completed
Phase 2 Consultations	Nov – Dec	Finalizing
Phase 3 Draft OCP and ZBL	Dec – Mar	Upcoming
Phase 4 Final OCP and ZBL	Apr - July	Upcoming

Regards,

Stantec Consulting Ltd.



Amanda Haeusler RPP (PIBC, SPPI), MCIP, IAP2-Trained
Planner
Phone: (250) 470-4467
Mobile: 250-575-5163

November 29, 2024
Farzad Zarringhalam
Page 4 of 4

Reference: Memo - What We Heard During Engagement Round 1

amanda.hausler@stantec.com



City of Dawson Report to Council

Agenda Item	2024 Baler Purchase Process for Recycling Center
Prepared By	Waste Management Supervisor – Public Works
Meeting Date	December 3 rd , 2024
References (Bylaws, Policy, Leg.)	Procurement Policy #2021-03
Attachments	-

X	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That staff are to proceed with the procurement of a Baler for the recycling Centre utilizing a Request For Tender Process.

Executive Summary

Council approved the purchase of an Industrial scale Carboard Baler for the Diversion centre to accommodate the volume of loose cardboard being collected, baled and shipped out of The Municipality. \$300,000 is budgeted in the 2024 Capital Budget for this equipment.

The City Procurement policy requires that:

- budgeted purchases over \$50,000 use either an RFT or RFP process
- The recommended procurement process will be presented to council at a Committee of the Whole meeting
- Council will approve the method of procurement.

The recommended process is a Request for Tender (RFT)

Background

The City of Dawson collects cardboard from businesses and local residents 3 times a week, an average of 4 garbage truck loads, i.e. 12 loads of 10.5 cubic meters, for a total of approximately 126 cubic meters of cardboard per week. The Recycling Center also accepts cardboard from those who deliver the cardboard themselves. The total volume is about 45,000-50,000 pounds of pressed cardboard per month. With two recycling center employees continuously pressing the cardboard utilizing two small vertical balers, the recycling center can only press about 30%-35% of the total volume of cardboard; approximately 15,000-19,000 pounds of pressed cardboard. This method of pressing cardboard is inefficient, since the loading of cardboard is done manually. The remaining volume of cardboard is sent to the landfill, which significantly reduces the space in the landfill and, therefore, the remaining years of operation of the landfill.

The previous Council approved the purchase of a more efficient horizontal baler for the recycling center and associated costs are included in the existing budget. The new horizontal baler will be fully compliant with the needs of our city and will have capacity to handle increased cardboard volumes.

The City is seeking a manufacturer or distributor who can sell the City a new Baler to be installed at the Recycling Center. The distributor must provide technical specifications for the Baler, a commercial proposal, also estimate the cost of delivery and installation of the equipment, and provide a technical expert to safely complete the scope of work.

The funds for this purchase were approved in the capital budget under Waste Management – total budget for this project is \$300,000.

Procurement Policy - The City of Dawson Procurement Policy directs that budgeted purchases exceeding \$50,000 will have the purchasing process approved by council at a committee of the whole meeting. The procurement options and principals are outlined in the Procurement Policy

The recommended Purchase method for this item is a RFT (Request for Tender).

Discussion / Analysis

A minimum of three competitive quotes will be solicited from different distributors for the purchase, delivery, and installation of a new baler. The quote will request a price per baler, delivery time and cost, taking into account climate conditions, and the availability of technical support for installation of the baler. Once quotes are received, all parameters will be evaluated and the most suitable quote for the City will be selected.

OPTIONS:

1. That Council approve the 2024 Baler Purchase Process to City of Dawson.
2. That Council not approve the 2024 Baler Purchase Process to City of Dawson.

Fiscal Impact

The funds for this work were approved in the capital budget under Waste Management with the source of funds being CCAF (Gas Tax) funds– total budget for this project is \$300,000

Alternatives Considered

Postponing the project for 2025 year. Not recommended as operations are significantly impacted by the lack of such equipment.

Not Purchasing the Equipment – A significant challenge under the existing operation parameters.

Next Steps

The most suitable quote will be selected, the contract will be signed, the baler will be purchased. Contract signature

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Nov 29, 20242024-12-032024-12-03

I am currently in the process of constructing a dwelling located at 818 2nd Ave. This is a two-bedroom unit, with an attached studio rental suite. This build began mid-October of this year and will be finished next spring.

A large motivator for me starting this project, was being able to access the Development Incentives Program, offered by the City of Dawson, as well as the Municipal Matching Rental Construction Program (MMRCP), offered through Yukon Housing.

I received my Development Permit (DP) for this build in November 2023. Prior to applying for my DP, I phoned the City and requested information on how to apply for the Development Incentives Program. The woman I spoke with (I unfortunately did not get her name) had little knowledge of the program and was unsure how to apply. She assured me that my build should qualify and directed me towards the Planning and Development Manager to continue with my DP application. Please note at no time during my DP application process did the Planning and Development Manager discuss the Incentives Program with me.

A few months ago, before construction began, I contacted the Planning and Development Manager and asked how to receive approval for the Incentives Program, so that I was able to apply for the MMRCP through Yukon Housing. He informed me that the application process was on hold, due to the budget not being in place, and he was unsure on how to assist me at that time. I requested that he find some sort of work around for me, so that I was able to apply for the MMRCP program, as having approval for the City's program was a prerequisite for that program.

Trying to find a solution to this issue has been long-going and remains unresolved. I have been back and forth with the Planning Development Manager in Dawson, as well as Yukon Housing for months now, trying to come up way for me to access both programs, when the initial program needed for both was on hold for an undetermined amount of time. There was even a meeting had between the City and Yukon Housing, trying to resolve this matter.

A few days ago, after I followed up yet again, I was informed of a new issue. I had to have received approval for the Incentives Program prior to my DP being issued, and since I hadn't, I would now have to request an exemption from Council for the following clause:

***Development Incentive Policy. According to Section 2.1.j
"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."***

At no time throughout our correspondence over the past few months was this mentioned to me. I did some asking around and found that Patrik Pikalek had a similar issue, and the City supplied him with a letter of eligibility for the Incentives Program, even though the application process was on hold, so he was able to access the grant through Yukon Housing. This letter option was never offered to me throughout any of our discussions.

I am now being told that Patrik received that letter (note that this was done *after* his DP was issued) because he inquired about the program while his DP was being issued. I too inquired about the program prior to applying for my DP, and had the City known how to proceed with the application, I would have done so at that time.

Without the approval of the Incentives Program, I will also lose my eligibility for the Municipal Matching Rental Construction Program. I am a long-time resident and investor in Dawson, and plan to continue to develop there, so long as the City works with me and finds a way around these issues. As it stands, I currently have another empty lot in the North End which I also intend to build on, and it would be a shame if this matter discouraged me from proceeding with that project.

This all seems to be a result of miscommunication and poor understanding on how these programs work on the City's part. This project, and projects like this, are exactly what these programs are intended for. I think it is safe to say that we are all aware of the great need for new housing developments in Dawson and being able to easily access programs that have been advertised as available, is an imperative part of encouraging new development. It is the City's responsibility to make these programs easily accessible to people, and not continue throwing up unnecessary roadblocks, especially when projects such as this one meet all the City's criteria.

I am requesting that Council review my situation and offer an exception to Development Incentive Policy. According to Section 2.1. J. I am also requesting that they issue me a letter of eligibility for the Development Incentives Program, just as was done for another resident, in a timely manner, as applications for the MMRCP must be received before construction is complete.

I look forward to your speedy response in this matter

Danielle Clemmensen



Committee Minutes

Wednesday 17th July, 2024
19:00

Meeting Type: Regular

Meeting: # HAC 24-14

Facilitators: Pahdee Poolkasem, PDA

Attendees: Megan Gamble (Chair), Aaron Woroniuk, Mike Ellis, Kayla Goodwin

Regrets: Rebecca Jansen

Meeting Called to order at 7:10PM

Minutes

Agenda Item: Agenda Adoption

Presenter: Aaron Woroniuk

Resolution: 24-014-01

Secunder: Mike Ellis

THAT the Agenda for Heritage Advisory Committee Meeting 24-12 has been adopted as presented.

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Conflict of Interest

Resolution: n/a

Discussion: None.

Agenda Item: Committee of the Whole

Presenter: Mike Ellis

Resolution: 24-14-02

Secunder: Aaron Woroniuk

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

Discussion: None

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Delegations

Discussion:

DP #24-017 – Mary Ellen Read

- HAC suggested that the pitch of the awnings could be more dynamic
- The committee inquired about the reasoning behind the large detailing under the windows
- The delegate stated that this choice was made to emulate bay windows
- HAC encouraged the addition of highly ornate trims and windows in the woodwork
- The delegate asked HAC for suggestions regarding the signage for the development
 - o HAC expressed their approval of having smaller signs for different sections of the development
 - o HAC suggested having hotel name signage on the side and front side of the building, a la Sawmill Building, or directly on the awning

DP #24-070 – Dave Fraser

- The delegate clarified that the sign will be painted with vinyl paint directly on walls
- The delegate stated that the exclusion of the painted hand seen in the original design was at the request of the property owner

DP #24-071 – Maria Nyland

- The delegate confirmed the following with HAC:

- the material used for the roof will be wavy corrugated tin
- the siding will be painted tin
- the windows will be in the casement style
- the skirting will be made of tin
- the post overhang will be square lumber
- the gable roof will have cedar shingles

Agenda Item: Revert to Heritage Advisory Committee
Resolution: 24-14-03

Presenter: Megan Gamble
Second: Mike Ellis

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

Discussion: None.

Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED

Agenda Item: Business Arising from Delegations

Discussion:

- None

Agenda Item: Adoption of Meeting Minutes
Resolution: 24-14-04

Presenter: Mike Ellis
Second: Aaron Woroniuk

THAT the Heritage Advisory Committee APPROVE the minutes from meeting #24-12 as presented.

Discussion: None.

Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED

Agenda Item: Business Arising from the Minutes

None.

Agenda Item: Applications
Resolution: 24-14-05

Presenter: Aaron Woroniuk
Second: Megan Gamble

THAT the Heritage Advisory Committee TABLE development permit #23-017.

Discussion:

- HAC discussed how many aspects of the design have not been finalized

Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED

Agenda Item: Applications
Resolution: 24-14-06

Presenter: Mike Ellis
Second: Aaron Woroniuk

THAT the Heritage Advisory Committee APPROVE development permit #23-070.

Discussion:

- HAC stated that the elements of the design conform to the heritage guidelines

Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED

Agenda Item: Applications **Presenter:** Megan Gamble
Resolution: 24-14-07 **Seconded:** Mike Ellis

THAT the Heritage Advisory Committee APPROVE development permit #24-071.

Discussion:
- HAC stated that the elements of the design conform to the heritage guidelines

Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED

Agenda Item: New Business
Resolution: N/a

Discussion: None.

Agenda Item: Unfinished Business
Resolution: n/a

Discussion: None.

Agenda Item: Adjournment **Presenter:** Aaron Woroniuk
Resolution: 24-14-09 **Seconded:** Mike Ellis

That Heritage Advisory Committee meeting HAC 24-14 be adjourned at 7:32 on July 17th, 2024.

Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED

Minutes accepted on: August 7th, 2024

Committee Minutes

Wednesday 6th, November, 2024
19:00

Meeting Type: Regular

Meeting: # HAC 24-21

Facilitators: Pahdee Poolkasem, PDA

Attendees: Megan Gamble (Chair), Aaron Woroniuk, Mike Ellis, Kayla Goodwin, Sylvia Soulliere, Rebecca Jansen

Regrets: None

Meeting Called to order at 7:01PM

Minutes

Agenda Item: Agenda Adoption

Presenter: Megan Gamble

Resolution: 24-021-01

Second: Mike Ellis

THAT the Agenda for Heritage Advisory Committee Meeting 24-21 has been adopted as presented.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Conflict of Interest

Resolution: n/a

Discussion: None.

Agenda Item: Committee of the Whole

Presenter: Mike Ellis

Resolution: 24-21-02

Second: Sylvia Soulliere

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

Discussion:

DP #24-104

- The delegate provided additional information about the development:
 - o The single hung vinyl windows will be replaced with triple hung windows that are similar in appearance to the original, as the current windows do not hold up to the weather
 - o The replacement windows will have additional trim work but with the same brick mould used for the original
 - o The replacement windows will be 1 inch smaller in all directions that the original windows

DP#24-105

- The delegate stated that the design has not been finalized but will be based on the elder's complex

Agenda Item: Revert to Heritage Advisory Committee

Presenter: Megan Gamble

Resolution: 24-15-03

Second: Sylvia Soulliere

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

Discussion:

- None
-

Agenda Item: Adoption of Meeting Minutes

Resolution: 24-21-04

Presenter: Megan Gamble

Second: Aaron Woroniuk

THAT the Heritage Advisory Committee TABLE the minutes from meeting #24-15 as presented.

Discussion:

- HAC asked for confirmation regarding the “galvanized steel pipe structure” of the awning of DP #24-017

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Business Arising from the Minutes

None.

Agenda Item: Applications

Resolution: 24-21-05

Presenter: Sylvia Soulliere

Second: Megan Gamble

THAT the Heritage Advisory Committee APPROVE development permit #24-098.

Discussion:

- HAC stated that the fonts used for all three designs are on the list of approved fonts

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: 24-21-06

Presenter: Aaron Woroniuk

Second: Mike Ellis

THAT the Heritage Advisory Committee TABLE development permit #24-100.

Discussion:

- HAC discussed how the “bright corrugated tin” siding, roofing and details contribute to unwanted repetition and a “cookie cutter” look, given the other existing buildings that are made of the same material on the block
- HAC noted that the varying front setbacks of the structures may disrupt the rhythm of the block
- The committee highly suggested that a delegate for the application be present at the next meeting

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: 24-21-07

Presenter: Aaron Woroniuk

Second: Mike Ellis

THAT the Heritage Advisory Committee TABLE development permit #24-101.

Discussion:

- HAC discussed how the “bright corrugated tin” siding, roofing and details contribute to unwanted repetition and a “cookie cutter” look, given the other existing buildings that are made of the same material on the block
- HAC noted that the varying front setbacks of the structures may disrupt the rhythm of the block
- The committee highly suggested that a delegate for the application be present at the next meeting

Votes For: 4 Votes Against: 0 Abstained: 0 CARRIED

Agenda Item: Applications
Resolution: 24-21-08

Presenter: Megan Gamble
Seconder: Mike Ellis

THAT the Heritage Advisory Committee APPROVE development permit #24-104.

Discussion:

- HAC stated that the design of the windows conform to the guidelines

Votes For: 4 Votes Against: 0 Abstained: 0 CARRIED

Agenda Item: Applications
Resolution: 24-21-09

Presenter: Aaron Woroniuk
Seconder: Megan Gamble

THAT the Heritage Advisory Committee APPROVE development permit #24-105.

Discussion:

- HAC stated that they “do not comment on TH buildings”

Votes For: 4 Votes Against: 0 Abstained: 0 CARRIED

Agenda Item: New Business
Resolution: N/a

Discussion: None.

Agenda Item: Unfinished Business
Resolution: n/a

Discussion: None.

Agenda Item: Adjournment
Resolution: 24-21-10

Presenter: Sylvia Soulliere
Seconder: Mike Ellis

That Heritage Advisory Committee meeting HAC 24-215 be adjourned at 7:39 on November 6th, 2024.

Votes For: 4 Votes Against: 0 Abstained: 0 CARRIED

Minutes accepted on: November 20th, 2024