

THE CITY OF DAWSON

COMMITTEE OF THE WHOLE MEETING #CW22-03

DATE: WEDNESDAY February 9, 2022

TIME: 7:00 PM

LOCATION: Zoom Meeting

<https://us02web.zoom.us/j/85990018830?pwd=TzNLdIBid0VUa0xhSkhFckR4L3ViUT09>

Meeting ID: 859 9001 8830

Passcode: 516995



1. CALL TO ORDER

2. ACCEPTANCE OF ADDENDUM & ADOPTION OF AGENDA

- a) Committee of the Whole Meeting CW22-03

3. DELEGATIONS & GUESTS

- a) Greg Hakonson on behalf of LeFevre

4. PUBLIC HEARINGS

- a) Public Hearing: Zoning Bylaw Amendment- Lot 3, Block LD, Ladue Estate
- b) Public Hearing: Official Community Plan & Zoning Bylaw Annual Review

5. MINUTES

- a) Committee of the Whole Meeting Minutes CW22-01 of January 12, 2022
- b) Special Committee of the Whole Minutes CW22-02 of January 26, 2022

6. BUSINESS ARISING FROM MINUTES

- a) Committee of the Whole Meeting Minutes CW22-01 of January 12, 2022
- b) Special Committee of the Whole Minutes CW22-02 of January 26, 2022

7. FINANCIAL & BUDGET REPORTS

- a) 2022-2004 Capital Budget Plan – Draft 1

8. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) CBC Building End Use Discussion
- b) Joint HAC Meeting Agenda Items Discussion
- c) Joint TH Meeting Agenda Items Discussion

9. BYLAWS & POLICIES

- a) Official Community Plan Bylaw Amendment No. 5 (2021-14)
- b) Zoning Bylaw Amendment No. 14 (2021-15)

10. PUBLIC QUESTIONS

11. IN CAMERA

- a) Legal related matter

12. ADJOURNMENT

THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca



NOTICE OF PUBLIC HEARING: ZONING BYLAW AMENDMENT APPLICATION

Zoning Bylaw Amendment Application #21-118

Subject Property: LOT 3, BLOCK LD, LADUE ESTATE, PLAN#8338A

Date: February 9, 2022

Time: 7:00pm

Location: Council Chambers, City Hall

Listen to Public Hearing: Radio CFYT 106.9 FM or cable channel #11

As per the Municipal Act, S. 294.1, upon receiving an application for a Zoning Bylaw amendment, Council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the rezoning of Lot 3, Block LD, Ladue Estate from R1: single detached/duplex residential to R2: multi-unit residential to align with the zoning of lots 4-7.



Figure 1 and 2. Context maps of proposed lot to be rezoned

For more information or to provide your input prior to the public meeting, please contact the Community Development and Planning Officer or Planning Assistant using the following contact information:

Stephanie Pawluk

Community Development & Planning Officer
Box 308, Dawson City YT Y0B 1G0
cdo@cityofdawson.ca
867-993-7400 ext. 414

Stephani McPhee

Planning and Development Assistant
Box 308, Dawson City YT Y0B 1G0
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NOTICE OF PUBLIC HEARING:

Official Community Plan & Zoning Bylaw Annual Review

(Bylaw #2021-14 / OCP No. 5 Bylaw & 2021-15 / ZBL No. 14 Bylaw)

Subject Property: All lands within the municipal boundary

Date: February 9, 2022

Time: 7:00pm

Location: Council Chambers, City Hall

Listen to Public Hearing: Radio CFYT 106.9 FM or cable channel #11

As per the *Municipal Act*, S. 280.1, upon receiving amendments to the Official Community Plan, Council must give notice to the public of the proposed changes. And as per the *Municipal Act*, S. 294.1, upon receiving amendments to the Zoning Bylaw, Council must give notice to the public of the proposed changes. Therefore, the City of Dawson is now requesting input from the public regarding the 2021 OCP and ZBL review, to ensure the OCP and ZBL are regularly reviewed and amended by Council.



Figure. Context map of municipal boundary

For more information or to provide your input prior to the public meeting, please contact the Community Development and Planning Officer or Planning and Development Assistant using the contact information below. Public comments will continue to be received until March 3, 2022 prior to Third Reading of the Bylaws.

Stephanie Pawluk

Community Development & Planning Officer
Box 308, Dawson City YT Y0B 1G0
cdo@cityofdawson.ca
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Stephani McPhee

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867-993-7400 ext. 438

MINUTES OF COMMITTEE OF THE WHOLE MEETING CW22-01 of the Council of the City of Dawson called for 7:00 PM on Wednesday, January 12, 2022, via Zoom video conferencing

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

REGRETS:

ALSO PRESENT:	CAO	Cory Bellmore
	EA	Elizabeth Grenon
	CDO	Stephanie Pawluk
	CFO	Kim McMynn
	PWM	Jonathan Howe

Agenda Item: Call to Order

The Chair, Mayor Kendrick called the meeting to order at 7:00 p.m.

Agenda Item: Agenda

CW22-01-01 Moved by Mayor Kendrick, seconded by Councillor Pikálek that the agenda for Committee of the Whole meeting CW22-01 of January 12, 2022, be accepted as presented.
Carried 5-0

Agenda Item: Minutes

a) Committee of the Whole Meeting Minutes CW21-30 of December 1, 2021

CW22-01-02 Moved by Mayor Kendrick, seconded by Councillor Pikálek that the minutes of Committee of the Whole meeting CW21-30 of December 1, 2021, be accepted as presented.
Carried 5-0

-Patrik's name spelt wrong

b) Special Committee of the Whole Meeting Minutes CW21-31 of December 13, 2021

CW22-01-03 Moved by Mayor Kendrick, seconded by Councillor Somerville that the minutes of Special Committee of the Whole meeting CW21-31 of December 13, 2021, be accepted as presented.
Carried 5-0

- Cory was not present at the meeting, Kim was A/CAO

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) Request for Direction: Request to Purchase Land: Section of ROW Adjacent to South ½ Lot 20, Block LA, Ladue Estate

CW22-01-04 Moved by Councillor Somerville, seconded by Councillor Archbold that Committee of the Whole forward the decision to Council to deny the request to purchase a portion of York St. adjacent to Lot 20, Block LA, Ladue Estate, Plan #8338A at this time.
Carried 5-0

b) Information Report: 2022 Properties Subject to Tax Lien

CW22-01-05 Moved by Councillor Somerville, seconded by Councillor Pikálek that Committee of the Whole accepts Information Report: 2022 Properties Subject to Tax Lien, for informational purposes.
Carried 5-0

c) Request for Clarification: Council Chambers IT.

- Council discussed suggestions that the mayor provided:
 - o Live stream all City Council meetings through City of Dawson internet website, as well as by Zoom?
 - o Record meetings and have them available for viewing for x number of days after, then they go to archive?
 - o 2 cameras on Council? also with integration of the OWL Camera, or using just the OWL camera?
 - o one of the above cameras also available for the CAO, or a separate one for CAO?
 - o At least one camera dedicated to the public gallery/delegation speaker?
 - o One camera available for screen/computer output at all times? (Could be available as a separate "breakout" window on a public participant's computer screen so that people can make it smaller or larger depending on whether there is a presentation or slide being looked at by council?)
 - o Microphones capable of picking up all of Council, plus CAO, Delegation, ?? and visiting staff, and the Executive Assistant
 - o Consolidated audio output to the satisfaction of CFYT
 - o easy to turn on and use the system
 - o Mayor as Chair of meetings able to control cameras and microphones for meeting
 - o good audio speakers for when external participants join our meetings remotely
- Would the Commination position be able to provide IT support?
- The mayor can provide a list of IT specialist from Dawson
- Subtitles on Community Channel
- Mic activated switches
- Top priority is to look into microphones and ensure meetings can be heard by the public
- Ensure that resolution slides and presentation information can be seen by the public
- The CAO will put together Council's comments/suggestions

d) Request for Direction: Vacant Land Tax Policy and Bylaw Amendment

- Need to raise density and achieve heritage goals
- Can't use improvements from Tax Assessment Roll, needs to be done by ground truth
- Should focus on historic townsite for now
- A lot of questions can be answered through the Official Community Plan
- If private owners of property are penalized, then government lots should be taxed the same
- Vacant Land tax should be applied to residential and commercial lots
- Need to ensure that the test is clear of what constitutes a vacant lot
- Reasonable, fair, and consistent levy

e) Request for Direction: City of Dawson and TH Municipal Services Agreement

- Reason for new agreement is that current agreement is dated and needed to be updated and re-written
- Grant programs are for taxation purposes only, i.e., Homeowner's Grant

f) Request for Direction: LeFevre Land Sale Request

- Council held discussion regarding the request. It's a good plan but may be premature because a lot of work needs to be done on the area first.

CW22-01-06 Moved by Mayor Kendrick, seconded by Councillor Archbold that Committee of the Whole meeting CW22-01 be extended not to exceed one hour.
Carried 5-0

CW22-01-07 Moved by Councillor Somerville, seconded by Councillor Pikálek whereas it has not been determined that this land can be deemed as surplus by Administration, that Committee of the Whole deny this request and add this development area to the future Council Priorities list.
Carried 4-1

Agenda Item: Correspondence

CW22-01-08 Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole acknowledges receipt of correspondence from:

- a) Heritage Advisory Committee Meeting Minutes 21-18 & 21-19
- b) Christopher Irvin, Mayor of Town of Watson Lake RE: Congratulatory Letter
- c) Lee Bodie, Mayor of Village of Carmacks RE: Congratulatory Letter
- d) Bruce Tomlin, Mayor of Village of Haines Junction RE: Congratulatory Letter
- e) Premier Silver RE: Senior Leadership Changes
- f) Christiane Cramp RE: Dangerous Dog Section of Animal Control Bylaw, provided for informational purposes.

Carried 5-0

Agenda Item: Public Questions

Christiane Cramp: Discussed the letter she submitted to Council.

- Christiane's dog being impounded
- Bylaw Officer to follow procedures
- Dog owners should be provided all documents and pictures taken

Agenda Item: Adjournment

CW22-01-09 Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole meeting CW22-01 be adjourned at 10:21 p.m. with the next regular meeting of Committee of the Whole being February 9, 2022.
Carried 5-0

THE MINUTES OF COMMITTEE OF THE WHOLE MEETING CW22-01 WERE APPROVED BY COMMITTEE OF THE WHOLE RESOLUTION #CW22-03-02 AT COMMITTEE OF THE WHOLE MEETING CW22-03 OF FEBRUARY 9, 2022.

Mayor Kendrick, Chair

Cory Bellmore, CAO

MINUTES OF SPECIAL COMMITTEE OF THE WHOLE MEETING CW22-02 of the Council of the City of Dawson called for 7:00 PM on Wednesday, January 26, 2022, via Zoom video conferencing

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

REGRETS:

ALSO PRESENT:	CAO	Cory Bellmore
	CDO	Stephanie Pawluk
	CFO	Kim McMynn

Agenda Item: Call to Order

The Chair, Mayor Kendrick called the meeting to order at 7:00 p.m.

Agenda Item: Agenda

CW22-02-01 Moved by Councillor Somerville, seconded by Mayor Kendrick that the agenda for Special Committee of the Whole meeting CW22-02 be accepted as presented.
Carried 5-0

Agenda Item: Special Meeting, Committee and Departmental Reports

a) Tr'ondëk-Klondike UNESCO Nomination Update

CW22-02-02 Moved by Councillor Somerville, seconded by Councillor Pikálek that Committee of the Whole accept the Tr'ondëk-Klondike UNESCO Nomination update as information and forward the decision to Council to approve the Memorandum of Understanding and Terms of Reference.
Carried 5-0

Agenda Item: Financial & Budget Reports

a) Draft 2022 City of Dawson Operational and Maintenance Budget

- Council held discussion regarding the budget

Agenda Item: In Camera

CW22-02-03 Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the *Municipal Act*, for the purposes of discussing a legal related matter.
Carried 5-0

CW22-02-04 Moved by Mayor Kendrick, seconded by Councillor Pikálek that Committee of the Whole revert to an open session of Committee of the Whole to proceed with the agenda.
Carried 5-0

CW22-02-05 Moved by Mayor Kendrick, seconded by Councillor Pikálek that Special Committee of the Whole meeting CW22-02 be extended not to exceed one hour.
Carried 5-0

CW22-02-06 Moved by Councillor Pikálek, seconded by Councillor Lister that Committee of the Whole move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing a legal related matter.
Carried 5-0

CW22-02-07 Moved by Mayor Kendrick, seconded by Councillor Pikálek that Committee of the Whole revert to an open session of Committee of the Whole to proceed with the agenda.
Carried 5-0

Agenda Item: Adjournment

CW22-02-06 Moved by Mayor Kendrick, seconded by Councillor Lister that Special Committee of the Whole meeting CW22-02 be adjourned at 10:17 p.m. with the next regular meeting of Committee of the Whole being February 9, 2022.
Carried 5-0

THE MINUTES OF SPECIAL COMMITTEE OF THE WHOLE MEETING CW22-02 WERE APPROVED BY COMMITTEE OF THE WHOLE RESOLUTION #CW22-03-03 AT COMMITTEE OF THE WHOLE MEETING CW22-03 OF FEBRUARY 9, 2022.

William Kendrick, Chair

Cory Bellmore, CAO

**City of Dawson
Protective Services
10 Year Equipment Replacement Plan 2022-2030**

Description	Model Year	2022	2023	2024	2025	2026	2027	2028	2029	2030	Future	Notes
Bylaw Vehicle	2013				54,000							
Bylaw Truck - electric	2023		60,000									waiting on charging station
Rescue Truck	1999	100,000										approved in 2021/delayed
Command Vehicle	2016								60,000			
Heavy Equipment												
Fire Engine	2015									450,000		
Fire Engine	1998		450,000									
Ladder Truck Upgrades	2022	20,000										vehicle donated/cost to outfit
Other Equipment												
Fire Extinguisher Training Unit	2014										35,000	no plans to replace yet
Jordair Air Compressor	2024			35,000								
Positive Pressure Fans	2020									8,000		
Extrication Equipment	2002								47,000			
Extrication Equipment	2018										55,000	
Extrication Jack Struts	2020										18,000	
SCBA Gear	2016		45,000	45,000								can be replaced over 2 years
Helmets	2000	8,000			5,000							approved in 2021/supply issue
Total Expenditure		\$ 128,000	\$ 555,000	\$ 80,000	\$ 59,000	\$ -	\$ -	\$ -	\$ 107,000	\$ 458,000	\$ 108,000	

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City of Dawson
Public Works
10 Year Equipment Replacement Plan 2022-2030

Description	Model Year	Replacement Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	Future	Notes
Vehicles													
Nissan Rogue	2017	\$35,000						35,000					
Pumphouse Service Truck	2012	\$70,000		80,000									
On Call truck	2018	\$45,000							45,000				
PW Truck	2009	\$45,000			45,000								
Plow Truck	2009	\$70,000								70,000			
PW Van	2016	\$50,000					50,000						
Building Maintenance Van	2015	\$50,000				50,000							
Landfill Truck	1997	\$45,000										45,000	
PW 1/2 ton truck	1993	\$36,000	40,036										approved in 2021/supply issue
4x4 Pickup	1997	\$36,000	40,036										approved in 2021/supply issue
GMC	2020	\$55,000									55,000		
4x4 Pickup	2007	\$25,000										25,000	
PW 3/4 ton truck	1990	\$20,000										20,000	
PW 1/2 ton truck	1989	\$60,000										60,000	
Heavy Equipment													
Hydrovac Truck	2021	\$70,000	320,000										
Dump Truck	2000	\$120,000						120,000					
Steam Trailer	2013	\$125,000								125,000			
In-Town Backhoe (Caterpillar)	2016	\$175,000					175,000						
Landfill Backhoe (Caterpillar)	2007	\$105,000										105,000	
Backhoe (Rubber Tire)	2017	\$20,000						20,000					
Vactor Truck	1996	\$150,000		150,000									
Garbage Collection Truck	2020	\$320,000	214,571										
PW Equipment													
Mobile Generator (York Street Lift Station)	1994	\$30,000										30,000	
Mobile Generator (Bonanza Gold Lift Station)	1998	\$10,000		10,000									
Ground Penetrating Radar	2022		35,000										
Electrofusio Machine	2018	\$6,000							6,000				
Pipe Threader	2014	\$11,000									11,000	-	
Plate Tamper	2015	\$8,000				8,000							
Main Lift	2015	\$15,000										15,000	
Dri Prime Pump	2015	\$40,000										40,000	
Snow Removal Equipment	2017	\$15,000						15,000					
Total Expenditure			\$ 649,643	\$ 240,000	\$ 45,000	\$ 58,000	\$ 225,000	\$ 190,000	\$ 51,000	\$ 195,000	\$ 66,000	\$ 340,000	

PW Equipment Reserve Opening Balance		\$305,579	\$105,936	\$15,936	\$15,936	\$ 15,936	\$ 15,936	\$15,936	\$ 15,936	\$15,936	\$ 15,936	\$ 15,936
Current Year Equipment Expenditures		(649,643)	(240,000)	(45,000)	(58,000)	(225,000)	(190,000)	(51,000)	(195,000)	(66,000)	(340,000)	
Water/Sewer Services Reserve			150,000									
Gas Tax		320,000										
Approved capital carryforward funding from 2020/2021		100,000										
Waste Management Reserve		30,000										
Unrestricted Reserve				45,000	58,000	225,000	190,000	51,000	195,000	66,000	340,000	
PW Equipment Reserve Ending Balance			\$105,936	\$ 15,936	\$15,936	\$ 15,936	\$ 15,936	\$15,936	\$ 15,936	\$15,936	\$ 15,936	

**City of Dawson
Recreation Department
10 Year Equipment Replacement Plan 2022-2030**

Description	Model Year	Replacement Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	Future	Notes
Vehicles													
GMC - Colorado	2011	\$45,000	40,036									45,000	approved in 2021/supply issue
Toyota Tacoma	2013	\$45,000		45,000									
Ford E350XL Van	2007	\$60,000										60,000	
Ford F150 (replaced in 2011)	1990	\$40,000											
Chev Express Van	2019	\$60,000								60,000			
Utility Vehicle with trailer/plov	2022		25,000										
Arena Equipment													
Ice Resurfacing Machine - Electric	1994	\$180,000	189,000										approved in 2021/supply issue
Skate Sharpener	2021	\$5,000					5,000						
Parks/Landscaping Equipment													
Trailer	2013	\$10,000				10,000							
Riding Mower	2013	\$16,500			16,500								
Husqvarna Roto-tiller	2010	\$5,000										5,000	
Minto Park Playground	2010	\$150,000					75,000					75,000	
Pool Lockers	2019	\$35,000										35,000	
Arena Kitchen Equipment Replacement													
Gas Oven/Stovetop	2001	\$16,000										16,000	
Curling Stand Up Freezer	2001	\$5,000					5,000					5,000	
Curling Stand Up Cooler	2001	\$8,000										8,000	
Weight Room Equipment Replacement													
Precor Treadmill	2018	\$10,000			10,000								
Precor Treadmill	2021	\$10,000										10,000	
Precor Recumbent Bike	-	\$5,000			5,000								
Precor Bike	2013	\$5,000			5,000								
Precor Treadmill	2013	\$10,000		10,000									
Precor AMT	2013	\$8,000		8,000									
Precor AMT	2013	\$8,000			8,000								
Rowing Machine	2019	\$5,000								5,000			
Step machine	2022		7,500										
Spin Bike	2022		3,000										
Spin Bike	2022		3,000										
Total Expenditure			\$ 267,536	\$ 63,000	\$ 44,500	\$ 10,000	\$ 80,000	\$ -	\$ -	\$ 65,000	\$ -	\$ 259,000	

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City of Dawson
2022 - 2024 Capital Project Plan
Administration

Projects:	Project Value	Funding Source	2022	2023	2024	Future
Expenses:						
Restoration of CBC Building	1,227,000	B	326,500	200,000		
Administration Renovation	50,000	C	50,000			
OCP Review	150,000	G				150,000
Records Management CP14	50,000	A	25,000			
Land Purchase	100,000	H				100,000
Total Capital Projects	\$ 1,577,000		\$ 401,500	\$ 200,000	\$ -	\$ 250,000
Funding:						
A - Unspent from 2021			25,000			
B - Gas Tax Funding			326,500	200,000		
C - Unrestricted Surplus			50,000			
G - YG Contribution Agreement						150,000
H - Other Funding						100,000
Total Funding			\$ 401,500	\$ 200,000	\$ -	\$ 250,000

City of Dawson
2022 - 2024 Capital Project Plan
Protective Services

Projects:	Project Value	Funding Source	2022	2023	2024	Future	Notes
Expenses:							
Backup Generator for City Office/Emergency operations	40,000	B	40,000				approved in 2021/delayed
Convert fire training facility to propane	220,000	E				220,000	
Upgrades to Training Facility	100,000	B	100,000				approved in 2021/delayed
Signage and installation (including Han)	25,000	E	10,000	15,000	15,000		
Space Needs Assessment (PS & PW)	40,000	B	40,000				approved in 2021/delayed
New PS & PW Building Project Mgt	50,000				50,000	50,000	
Total Capital Projects	\$ 475,000		\$ 190,000	\$ 15,000	\$ 65,000	\$ 270,000	
Funding:							
B - Gas Tax Funding			180,000	-	50,000	50,000	
E - Other Grant Funding			10,000	15,000	15,000	220,000	
Total Funding			\$ 190,000	\$ 15,000	\$ 65,000	\$ 270,000	

City of Dawson
2022 - 2024 Capital Project Plan
Public Works

Projects:	Project Value	Funding Source	2022	2023	2024	Future	Notes
Expenses:							
Energy Upgrade Project	509,380	B/G	498,462				approved in 2021/partial delay
Water Treatment Plant Demolition	2,000,000	G				2,000,000	
Water Meter Supply and Installation RFP	95,000	B	95,000				approved in 2021/delayed
Phase 2 - Reservoir Construction	4,000,000	G	4,000,000				
Upsize Loop 4 Water Main	4,000,000	G		4,000,000			
5th Ave Sewer Replacement Craig St to Harper St	2,825,000	G	1,412,500				partial completion in 2021
5th Ave Sewer Replacement King St to Albert St	2,825,000	G	1,412,500	1,412,500			
Solid Waste Management program design	40,000	B/H	40,000				
Diversion Centre	3,500,000	B	3,500,000				
Household Collection Bins	67,000	B			67,000		
In House Upgrades to Water/Sewer/Drainage	380,000	B				350,000	
Lift Station Upgrade	150,000	B	150,000				
Elevator	60,000	H	60,000				
Total Capital Projects	\$ 20,262,000		\$ 10,670,000	\$ 5,412,500	\$ 67,000	\$ 2,350,000	
Funding:							
A - Reserves (Water/sewer)						350,000	
B - Gas Tax Funding			3,765,000		67,000		
G - YG Contribution Agreement			6,825,000	5,412,500		2,000,000	
H - Other Funding			80,000				
Total Funding			\$ 10,670,000	\$ 5,412,500	\$ 67,000	\$ 2,350,000	

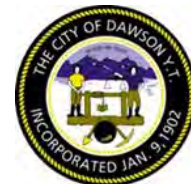
City of Dawson
2022 - 2024 Capital Project Plan
Recreation

Projects:	Project Value	Funding Source	2022	2023	2024	Future
Expenses:						
New Recreation Centre Planning	100,000	A.1	100,000	100,000	50,000	
Ventilation Unit Completion	25,000	A		25,000		
Groundskeeping shed	40,000	A		40,000		
Waterfront Park Clock Replacement - Thermometer	10,000	A	10,000			
Pool - Mechanical	30,000	A	30,000			
Pool Floor - slopes and drains	50,000	A		50,000		
Pool Cover	20,000	I				20,000
Ninth Avenue Trail Extension/Improvements	50,000	B	50,000			
Trail Improvements on Moosehide Trail/Crocus Bluff Connector	50,000	B	50,000			
Hamarstrand Trail Completion	50,000	B	50,000			
Victory Garden - groundwork	30,000	I	30,000			
Trail Map - Signage	25,000	A	12,500	12,500		
Hiking Trail to Top of Dome	150,000	B		150,000		
Interpretive Panels - Waterfront	10,000	E	10,000			
Interpretive Panels - Ninth Avenue	10,000	I		10,000		
Wood Mulch - Playground/Community Garden	40,000	I		40,000		
Storage Shed	25,000	I		25,000		
Fence - Pump Track	7,500	A	7,500			
Outdoor Rink Kit	20,000	A	20,000			
Skate Park Upgrades	175,000	A/F	175,000			
Redesign/Resurface Tennis Court and Basketball Court	50,000	I	50,000			
Basketball nets	5,000	A	5,000			
Crocus Bluff Design layout	25,000	I		25,000		
Disc Golf Course	12,500	A	12,500			
Bike Racks in Parks	33,000	A	11,000	11,000	11,000	
Total Capital Projects	\$ 1,113,000		\$ 623,500	\$ 488,500	\$ 61,000	\$ 20,000
Funding:						
A - Equipment Reserves			122,500	138,500	11,000	
A.1 - Recreation Facility Reserves			100,000	100,000	50,000	
B - Gas Tax Funding			150,000	150,000		
E - Downtown Revitalization			10,000			
F- CDF			150,000			
H - Green Initiative Reserve			11,000			
I - Project Dependant on funding Source Secured			80,000	100,000		20,000
Total Funding			\$ 623,500	\$ 488,500	\$ 61,000	\$ 20,000

Report to Council

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

☐ In Camera



AGENDA ITEM:	CBC Project update	
PREPARED BY:	Brodie Klemm, Project Manager	ATTACHMENTS: KDO End Use Exploration – including the Engagement
DATE:	February 4, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

ISSUE / PURPOSE

Administration is seeking feedback on the End Use work to date for the CBC building and moving forward with the Co-working Hub model.

BACKGROUND SUMMARY

- Work with civil engineering consultant Niels Jacobsen to help prevent seasonal flooding of the basement during the spring thaw and subsequent redirection of this water nearby catch basins or storm drains
- A joint design proposal with RDH Building Science and Nsquared Architecture (formerly Keay Architecture) to enable year-round occupancy of the building while being sensitive to both our continued efforts to reduce Greenhouse Gas Emissions and to the heritage streetscape of this iconic location.
- Entrusting the restoration of the decorative window corbels and rooftop finials to WF Norman Corporation out of Nevada, Missouri.
- Work with the Klondike Development Organization to explore possible end use possibilities for the building once complete and ready for occupancy.

ANALYSIS / DISCUSSION

End Use


After receiving direction from the previous council to pursue designs for a facility that allows year-round usage in addition to barrier free access to all floors, Administration procured the services of the Klondike Development Organization to help further investigate potential end uses and potential tenants for the building. The KDO engaged numerous local government and Not-for-Profit organizations to gauge interest in the space and met with several Yukon Government ministers in regard to moving the community library from its current location at Robert Service School into the building. (Engagement Record Attached)

As the CBC building is not expected to be ready for occupation for another three years, it was difficult for all the groups to be able to project what their space needs might be at that time. Many groups expressed an interest in using the additional space that the building could provide but no one group was able to commit to tenanted the building in its entirety at this time.

An alternative concept is now being considered, that being a Non-Profits and Co-Working Hub somewhat similar to what is offered at the NorthLight Innovation cospace in Whitehorse. This would offer a mixture of uses and tenants and provide private and shared/open public spaces. Possible components include hot desks, designated desks and micro-offices as well as flexible meeting, gathering, classroom and activity spaces available to both members and for public rental.(End Use Exploration Report attached)

This concept also doesn't likely require any structural upgrades to the second floor and could also possibly not require the use of the basement, freeing it up for storage, utilities, bathrooms etc. We also don't have to wait for YG to make a decision as to whether they want the space or not and allows us to move ahead with further analysis at our own pace.

A meeting was held with Lana Selbee, Executive Director of Yukonstruct on 25th November 2021 where the idea was further explored, and the potential challenges identified. The Klondike Development Organization has since put forward a proposal for \$6,000 to further develop this idea and gather the required information to provide an adapted model for the CBC space. Administration is seeking confirmation that this end use will satisfy Council's vision of a public space for this building. If approved, administration to enter into a contract with the Klondike Development Organization to provide further business and financial analysis of the Co-working Hub model.

APPROVAL		
NAME:	C Bellmore	SIGNATURE: 
DATE:	2022-02-04	

Canadian Bank of Commerce Building

National Historic Site

Project Report: End Use Exploration



OVERVIEW

1- Overview of City's vision for the Canadian Bank of Commerce (CBC)

Breathing life into this iconic building offers exciting opportunities for interpretation and enhancement of Dawson's heritage character (a key part of our tourism offer), downtown revitalization, completing waterfront redevelopment, and the provision of attractive and unique space to support community needs.

The City is proceeding with rehabilitation for adaptive reuse with the goals of enabling:

- A high degree of public access to this City-owned National Historic Site
- Year-round occupancy

2- Process

Klondike Development Organization) assisted the City in engaging with various potential tenants of the building to start down the path to finding a suitable end use/tenant, as well as to help inform decisions regarding the renovation work to ensure the building meets the end user's needs.

A library or similar community-oriented public-access use is considered desirable for this high-profile, central, and historic City asset, however other uses will be considered. For the purposes of the engagement, any known local space requirements that involve public access were explored. Social media posts about space rental needs were used as a way of seeking input about community needs we may not already be aware of.

Private businesses renting some or all of the space in the CBC would be considered, however this has not been prioritized. Although certain types of private businesses could offer unique enjoyment of the location and views (as in the example of a restaurant or coffee shop- ideas that the public has previously suggested for the building), questions of competition and fairness may introduce

complications for the City. Additionally, food preparation businesses and resulting commercial kitchen installation and building codes may not be an ideal fit for this heritage building.

Structural stabilization and hazardous material remediation have been completed, and the City is beginning 2+ years of exterior work; insulation, window and door replacement, second storey access construction and interior finishing. Occupancy is targeted at 3 years from now.



2- Key Physical Attributes of the Canadian Bank Building Relevant to Use

- The CBC is located on Front Street at Queen Street
- The second storey offers beautiful views overlooking the Yukon River
- 3 levels: 2 above-ground levels plus a basement that was added in 2001
- Exterior dimensions are 35' x 45'
- Basement = 1473-184 (vault)= 1289 square feet
- Main floor = 1473-184 (vault)= 1289 square feet
- Upper floor = 1473 square feet
- Main activity space (excluding basement) is 2,762 square feet (or 2946 if you include the area above the vault on main floor as useable space).
- Basement does not have windows and is suitable for mechanical, janitorial, washrooms
- Ceiling height on upper floor: 10', ceiling height on main floor: 14'
Old bank vault starts in basement and protrudes into main floor space to a height of approx. 6' over a footprint of approx. 16'x11'. Ceiling height enables an interesting mezzanine feature (children's reading nook or other).
- Stairs (and pending end use, an elevator if required) to be placed as addition to original building envelope to conserve usable space.
- Historic main floor plan was broken up into rooms, but current plans and structural work enable open floor plans for main and second storey.

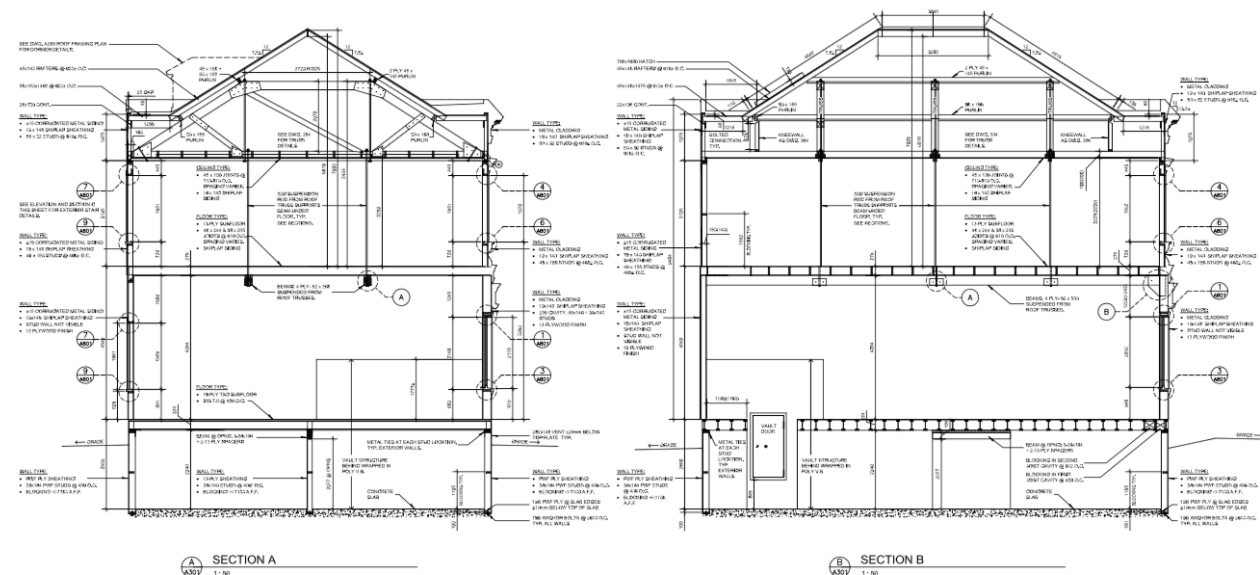
3- Financing

- City of Dawson is responsible for the cost of renovation work (specialized finishing requirements could be responsibility of long-term leaseholder) via a combination of City of Dawson revenue and various government grants.

4- Operational model

- The City will retain ownership of the Bank and lease the space
- The building could be leased to a single tenant for their use, or to an anchor tenant who manages sub-leases or periodic space rentals within the building

2021 Section Drawings of the Canadian Bank of Commerce



ENGAGEMENT RECORD

Canadian Bank of Commerce Potential End Use and Tenancy

Our engagement efforts started with Government entities known to have additional needs for space as these could potentially occupy the entire building and maximize community access to the historic site.

Dawson Community Library

Contacted: Dan Dowhal, Librarian, Dawson Library (referred enquiry to Melissa Yu Schott)
Melissa Yu Schott, Director, Public Libraries
Sacha Marceau, Regional Advisor, Cabinet Office
Premier Sandy Silver
Dario Paola, Ministerial Assistant to Tracy McPhee, Minister of Education

Summary of emails (May 18, 19) & phone conversation (May 26, 2021) with M. Yu Schott:

Since new classroom space is being constructed at Robert Service School, there is no immediate need for alternate space for the Community Library. However, should that change, the Community Library would be interested in the Bank of Commerce building as a location. They like the visibility and placement in busy part of 'downtown'. Wheelchair accessibility to all library spaces would be required.

Conversation with Sacha Marceau (Klondike Regional Advisor, Cabinet Office) on June 28:

Sacha's digging into the subject indicates that Yukon Community Services (via Ministerial Assistant Dario Paola) is that the Education Minister anticipates that the library will need to move out of the school as Dawson's population continues to grow. Since expanding the school capacity within the school structure is the ideal, finding a suitable home for the library (or at least the community portion of library) outside is still on the table and there is interest in the CBC.

Bracing along south and west walls of CBC, upper floor



Meeting between City of Dawson and Yukon Government Department Ministers and Managers

Thursday, July 8 at noon

Attendance:

Jeanie McLean, Minister of Education (in person) jeanie.mcLean@yukon.ca
Dario Paola, Minister McLean's Advisor (Zoom) dario.paola@yukon.ca
Richard Mostyn, Minister of Community Services (Zoom) richard.mostyn@yukon.ca
Brandon Kassbaum, Minister Mostyn's Advisor (Zoom) brandon.kassbaum@yukon.ca
Nils Clarke, Minister of Highways and Public Works (Zoom) nils.clarke@yukon.ca
Elisha Sidoun, Minister Clarke's Advisor (Zoom) elisha.sidoun@yukon.ca
Cory Belmore, CAO City of Dawson
Brodie Klemm, Project Manager City of Dawson
Evelyn Pollock, Project Manager KDO

Agenda:

- 1- Overview of City's vision for the space and operational model
- 2- Exploring whether Bank is a suitable venue for the future library
- 3- Timelines & decisions

Questions that the City team had going into the meeting were:

- Does Yukon see moving the library out of the school as desirable?

We did not get a clear sense of this from Yukon. There was sufficient interest in exploring the concept for three Ministers and their staff to be involved in discussion with us, however it seemed like Yukon had numerous factors to consider, including whether the CBC is a good fit for the library's needs, whether they would want to split the library (school and community library are currently combined, no doubt separating these would have pros and cons), and whether/when they actually would need to move out of the school.

- Are the bank and library a good fit (size, location, structure, operational model, etc.)?

Someone from the Yukon team alerted us to the existence of a Facilities Review that was recently completed for Yukon Libraries (2019). This outlines the baseline size needs for the Dawson community and school library at 4800 square feet. This would make the CBC a little bit too small, however questions around separating community and school libraries would alter the space requirements.

Meeting results summary

The City aimed to put the opportunity on the table, share information and invite input and gauge interest from Yukon as a potential tenant. We did not receive indication that the CBC building was a

'slam dunk', but were left with an impression that the bank could still be considered as a potential venue should the library need to move, if size were maximized and structural/access needs provided for, and potentially if it is determined splitting the community and school libraries is desirable.

On this point, Yukon pointed us in the direction of the Dawson Community Library Board, indicating that this active local group would need to be involved and consulted prior to any decisions involving moving or changing the library significantly.

The meeting was positive in tone, and it was beneficial to have the ability to share information between the City and Yukon, including the three different departments who would be involved in moving a library (Education, Community Services and Highways and Public Works). However, the indications that the bank building may not be a perfect fit for the library's needs, plus the complex steps and choices that would precede a Yukon decision to move the library mean that the meeting did not result in strong prospects for a partnership. Nor did it increase clarity for the City about what structural improvements to move forward with. The onus will be on the City to keep in touch with Yukon as work on the building proceeds if they wish to keep a library use as an option going forward. The City will in the meantime have to make decisions about the building to serve a generic potential end user, weighing costs and options that will have impacts for potential use and tenancy.

Other Yukon Government Uses

Palaeontology Centre

The concept of a palaeontology centre has been floated for the CBC and other buildings in town, however the project itself has not been prioritized by Yukon Government to date. Most recently the project was being championed by Tr'ondëk Hwëch'in as part of a new heritage centre, but whether their plans have changed to exclude this and focus more on their own needs, or for other reasons, palaeontology has not received continued advocacy. While a palaeontology centre would be an exciting purpose for the old Bank, the project does not have a certain enough future to justify serious exploration as a potential end use currently.

Government Offices

Yukon Government will need office space once their lease ends in their current location (Tr'ondëk Hwëch'in administrative building), however their timeline for finding new space is less than three years.

Tr'ondëk Hwëch'in Heritage Department

Contacted: Debbie Nagano (Director), Sue Parsons (Collections Manager) and Glenda Bolt (Danoja Zho Cultural Centre)

Summary of emails (May 18 and 26, 2021):

TH is still planning for the expanded heritage center to be purpose built on land north of the administration building (currently a parking lot). If that plan changes, folks in the Heritage Department will be sure to contact the City.

Not-for-Profits

(Listed alphabetically)

KDO checked in with groups who have previously indicated anticipating space needs that could 'check the box' for ensuring public access to the CBC.

None of the following would be in a position to use (or at least not afford rental of) the entire CBC building space, however the concept of a Non-Profits Hub (explored further below) offers potential to enable a collaborative space with a good deal of public access while also satisfying the need for some private offices as well as co-working space that could offer services to small businesses, organizations and entrepreneurs.

Dawson City Media Cooperative

Contacted: Jim Taggart, co-op board member, via email June 24

Jim reached out on behalf of this group indicating they could make use of studio space to make and edit films and tv shows, act as a hub for producers, house filming and recording equipment and a centre for community television. The space could also be used for workshops and training. The use wouldn't need any special infrastructure - just be well served with power outlets and maybe some sound insulation.

IATSY (Industrial Arts and Technology Society of Yukon)

Contacted: IATSY Board of Directors (Jake Duncan, Peter Menzies, John MacDonald)

Responded: Luene Maxwell, Makerspace Pilot Project Coordinator

Summary of in-person meeting June 18:

This group is piloting a makerspace this year, under a model that makes use of existing shop and classroom spaces in town at Robert Service School and Yukon College. If the pilot is successful and interest and capacity grows for makerspace activities, they could see themselves making use of part of the CBC building for 'clean' workshops and other making activities plus office space.

Lue and I discussed other groups that could potentially share space, forming a kind of Non-Profits 'hub', including IATSY, KIAC, KDO, CFYT, and others.

Lue also recommended the BYTE (Bringing Youth Towards Equality) space model where the organization hosts their operation's offices, workshop space and t-shirt printing business as a nice combination that might reflect to some extent how IATSY might occupy a space.

Klondike Institute of Art and Culture

Contacted: Lana Welchman, Executive Director and
Dan Sokolowski, Film Festival Producer

Summary of email and phone correspondence June 15 to 28:

KIAC is in a bit of strange time right now due to COVID-19 hampering a lot of their activities which involve gathering people together for arts events, workshops etc. Currently their needs are expanded to satisfy the spacing required between people to run activities safely, but in other instances their space needs are diminished with the cancellation and reduction of programming. That said, they do hope to grow their community offerings and programs in the future, and additional space is desired, though they are not in a position to provide much input on their use or needs at this time.

Klondike Placer Miners' Association

Contacted: Brooke Rudolf, Executive Director, summary of emails July 2-10

KPMA needs workspace and are interested in the CBC Building. For their immediate need they will seek rental elsewhere in town but would like to be kept informed of potential rental opportunities at the CBC in future. They indicated that they seek year-round tenancy, and a combination of a private office space (for 1 to 2 people) plus shared space such as a meeting room (up to 12 people) that they could access periodically would be ideal.

Little Blue Daycare (Dawson Childcare Association)

Contacted: Susan Lancaster, Daycare board member, via email July 15

Susan confirmed that the Daycare board is pursuing a purpose-built daycare facility to meet their space requirements and did not see the space or timeline of the Bank building as a fit.

KDO contacted Canada Pre-Natal Program by email but received no response.
This group is included in Little Blue Daycare's efforts towards construction of a new facility.

Other Non-Profits

Other groups such as the Chamber of Commerce or the Klondike Visitors Association were not consulted about potentially finding space in the Bank building because their needs are currently being met elsewhere. However, groups like this could choose to relocate if the opportunity were desirable, or if it were beneficial in the context of a 'space shuffle' involving Yukon Government-owned properties.

Private Office Space

Private office spaces have not been indicated by the City as a priority tenant due to:

- 1- low level of public access, and
- 2- competition with existing rental spaces

But if desired, some part of the CBC could house offices, including Yukon Government, local organizations, and businesses.

Recreation Space

Indoor recreation space and particularly space that could be used by children during the winter months has long been on the wish list for Dawson, however this need might be served via the new recreation centre (to be determined).



Non-Profits & Co-Working Hub

The concept of a 'non-profits' hub' is one which would offer a mixture of uses and tenants, private and shared or open public spaces, and could be a vibrant and exciting focus of community do-ers.

Possible components to include:

- Private offices, studios
- Shared co-working space- where entrepreneurs and other contract workers or non-profit short-term staff could share office equipment and space
- Flexible meeting, gathering, classroom and activity spaces available to 'hub' members and public rental

Potential groups who might find a home in the 'hub':

IATSY, KIAC (specific programming), KDO, CFYT, Literary Society (Klondike Sun), Media Co-Op, KPMA, and even groups that have more short-term office needs (Example Percy DeWolfe Dogsled Race, other special events, etc.)

The co-working space could offer services to both locals and visiting workers from Government etc. who are in Dawson periodically. This could potentially serve visiting professionals ranging from circuit court lawyers and judges to physiotherapists who currently rent hotel and other rooms to provide their services in Dawson.

Operationally, one group could be designated as responsible for managing the hub and taking care of sub-rentals so that the City has one point of contact, and so that the Hub operates autonomously, paying regular monthly rent for the entire building to the City. KDO or IATSY would be likely candidates for this.

OBSERVATIONS AND CONCLUSIONS

Discussion of the renovation of the bank building sparks sincere excitement in community members about its future occupancy. Historic buildings such as the Canadian Bank of Commerce help tell the unique stories that form an integral part of Dawson's identity. Bringing life to this particular historic site will satisfy a longstanding wish of Dawson residents who easily imagine potential uses and activities within its walls.

The bank building is highly visible at one of Dawson's busiest intersections, and as part of the Dawson waterfront, its renovation and adaptive reuse will be a significant revitalization initiative, providing a lasting legacy and demonstration of the City's commitment to our living heritage. Its

character and location would be excellent for anyone wanting significant public access or traffic through their doors. Yet, difficulties in finding a committed tenant and end use for the building reflect the following:

- 3-year timeline before building completion
- Questions about structural and other renovation decisions (example: will the building offer wheelchair accessibility, ability to support heavy loads on second floor, type of second floor access, final space configuration and amenities)
- Unknown rent rates
- Reluctance to plan due to COVID-19 uncertainties
- Potential tenants (esp. Government) still have planning steps to complete internally



Meanwhile, the absence of a known end use results in several challenges for the City:

- Balancing preservation of character defining and heritage features with modern standards for safety (building codes) and also wheelchair accessibility (where required or desired)
- Making the numerous decisions involved in a heritage renovation to maximize potential end uses while being cost-effective and practical
- Matching priorities for highest community benefit with existing limited market of potential tenants and their needs
- Considering City operations and maintenance impacts

As the renovation process proceeds, end use determination will become increasingly helpful for the City's Project Manager. Steps to further refine tenancy candidates may include any of the following, depending on direction/approach:

- Follow up with Yukon Government regarding space needs (library or other) as work progresses or new information is available
- Further engage with Council and staff about potential uses and their associated needs to inform building finishing decisions that will impact tenancy
- Further engage with potential building users after critical decisions have been made and work progressed on building
- Concept and business/financial planning (example as for Non-Profits Hub or any other concept involving multiple tenants)
- An open process such as a Request for Expressions of Interest
- Public Consultation



BANK OF COMMERCE BUILDING

Heritage Alteration

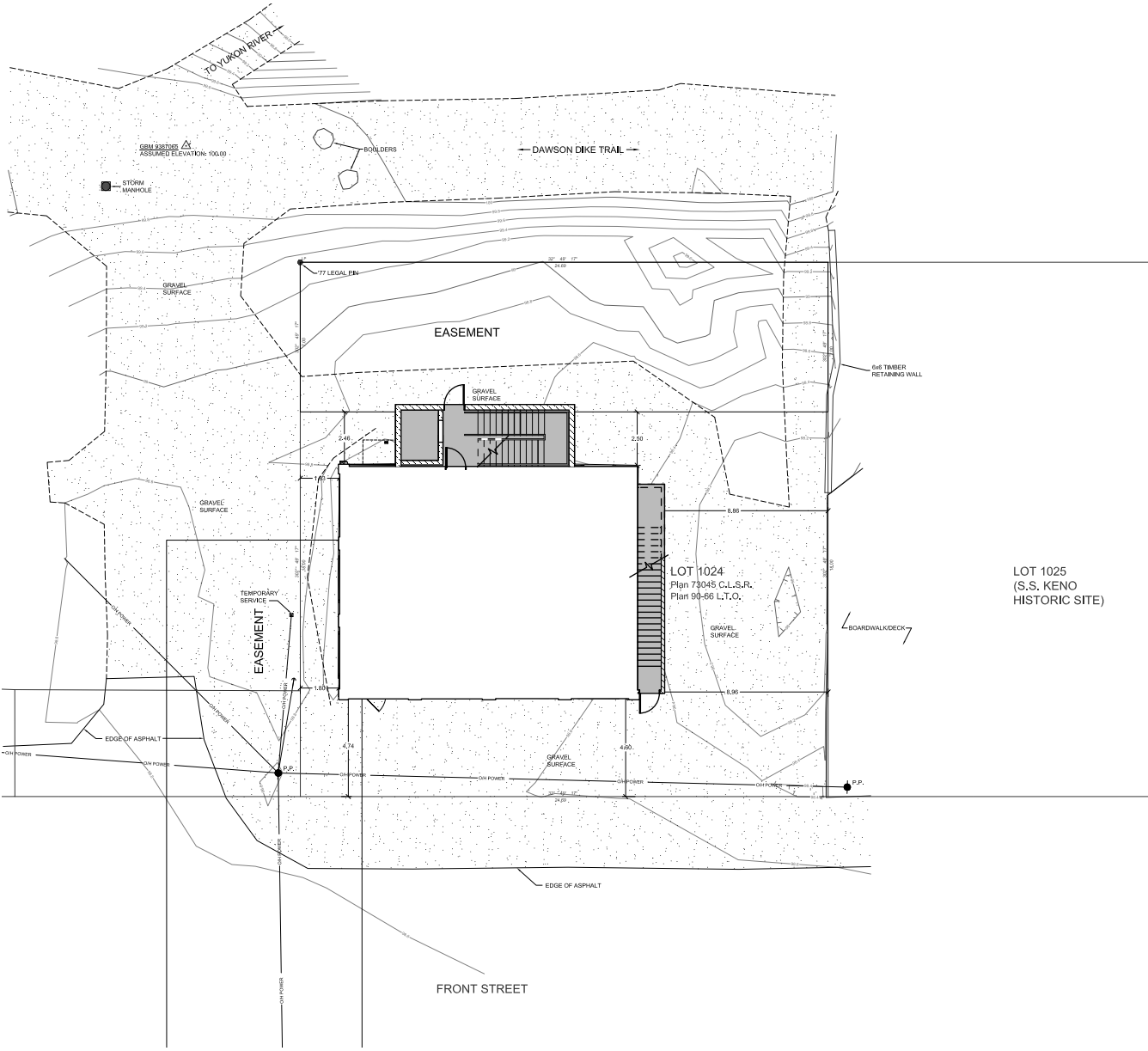
2022-01-20



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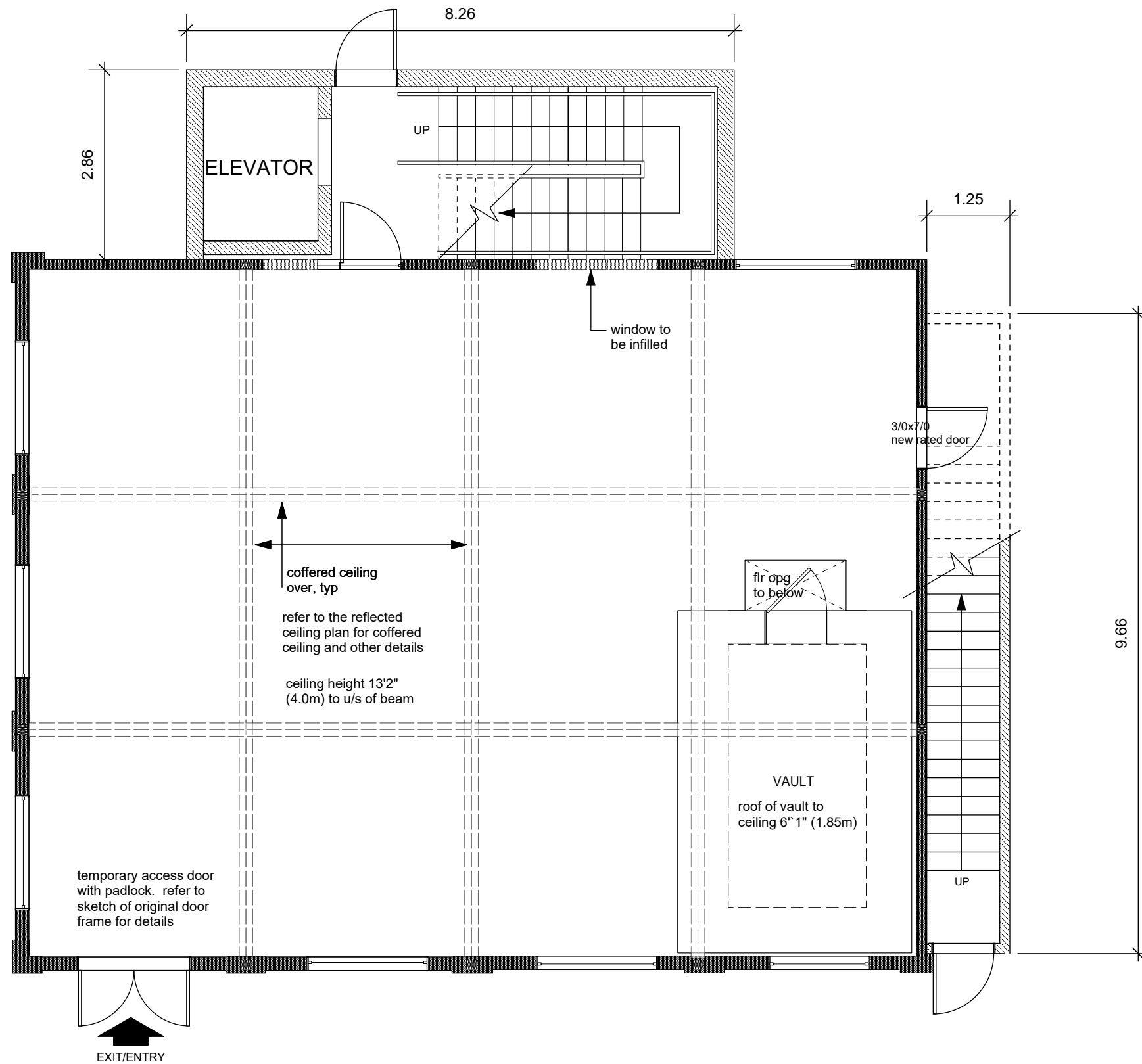
CONTEXT SITE PHOTO



SITE PLAN

BANK OF COMMERCE BUILDING

Heritage Alteration



MAIN FLOOR PLAN

BANK OF COMMERCE BUILDING

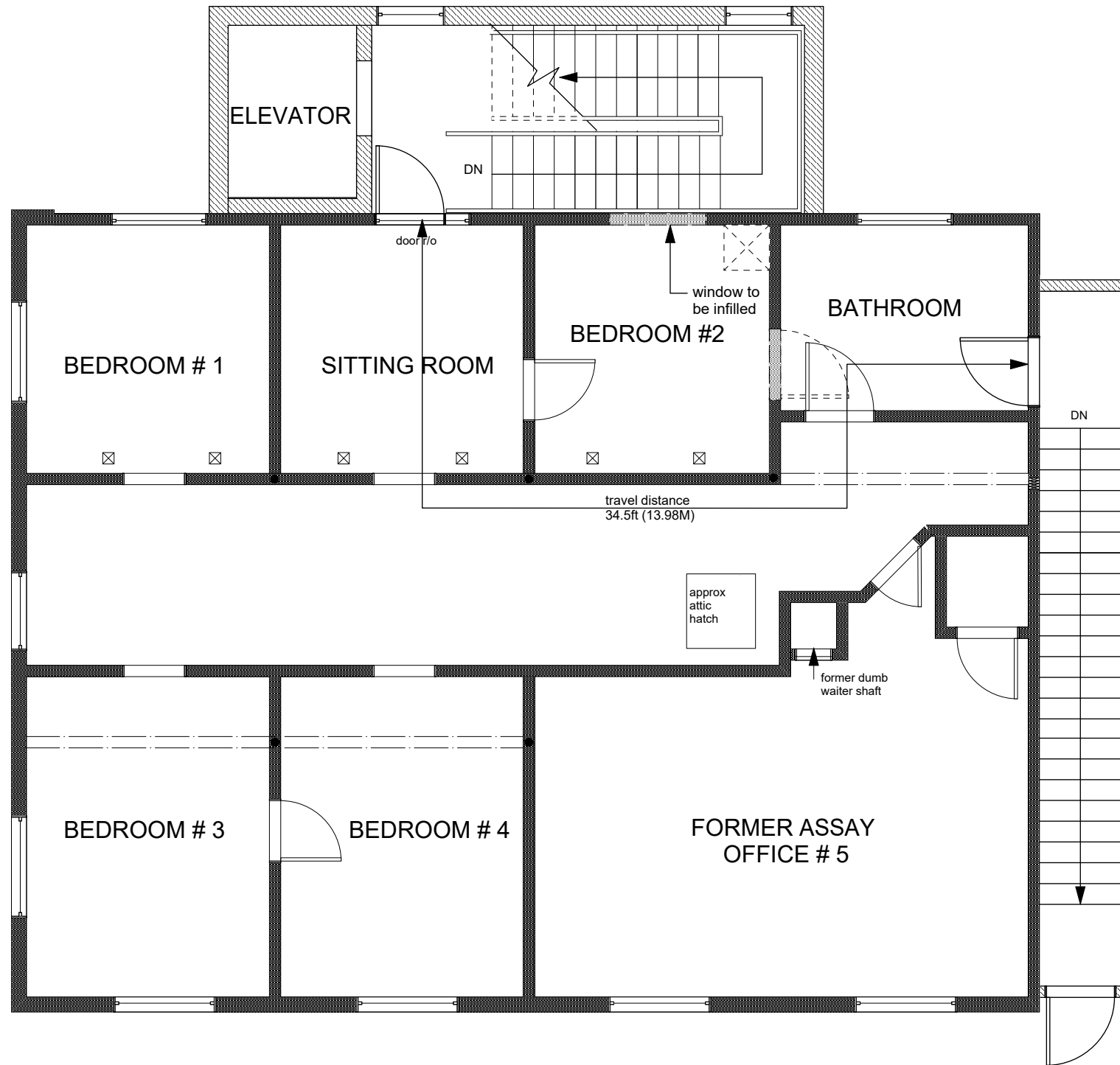
Heritage Alteration

2022-01-20



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SECOND FLOOR PLAN

BANK OF COMMERCE BUILDING

Heritage Alteration

2022-01-20



EAST ELEVATION

BANK OF COMMERCE BUILDING

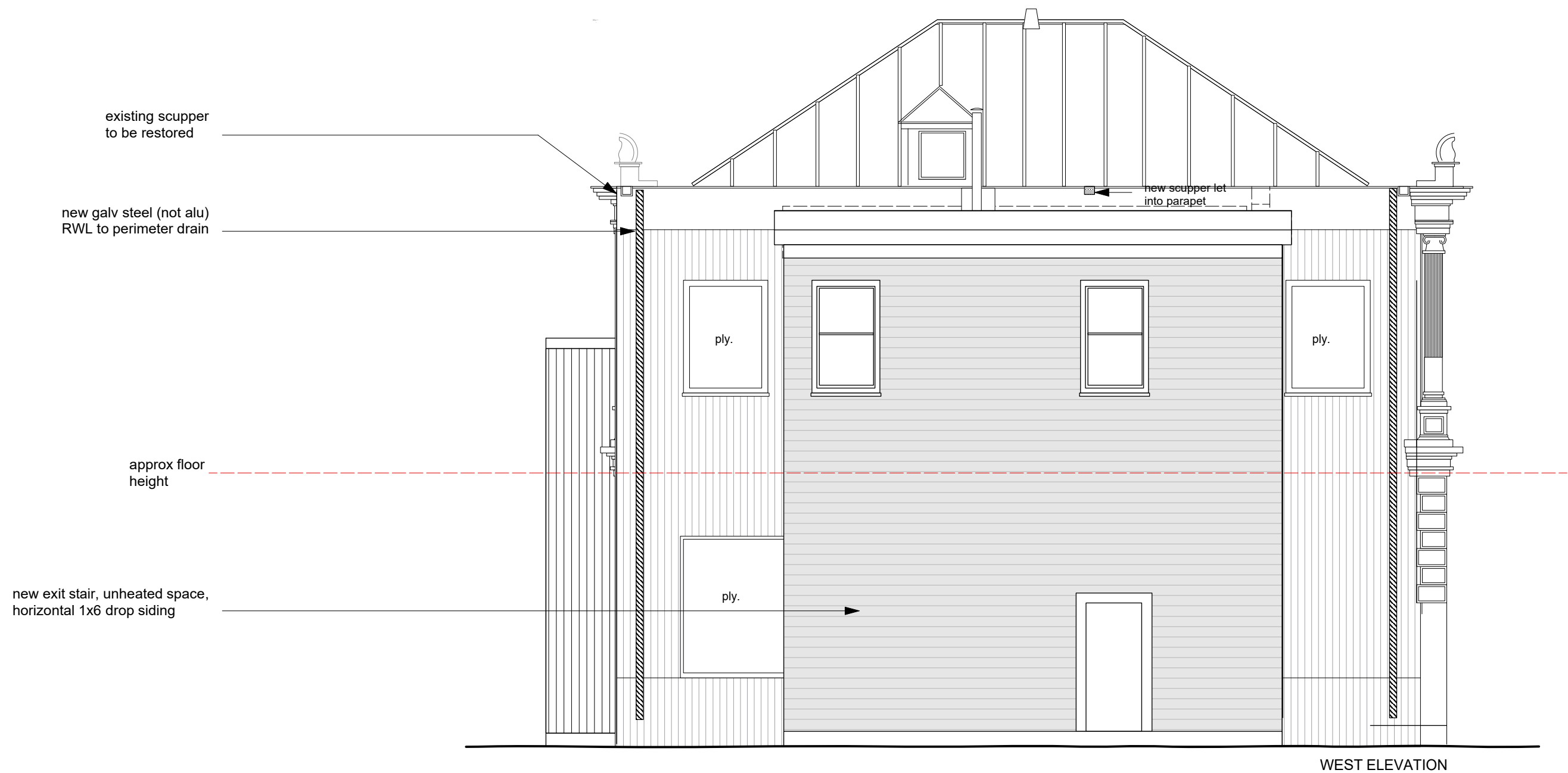
Heritage Alteration

2022-01-20



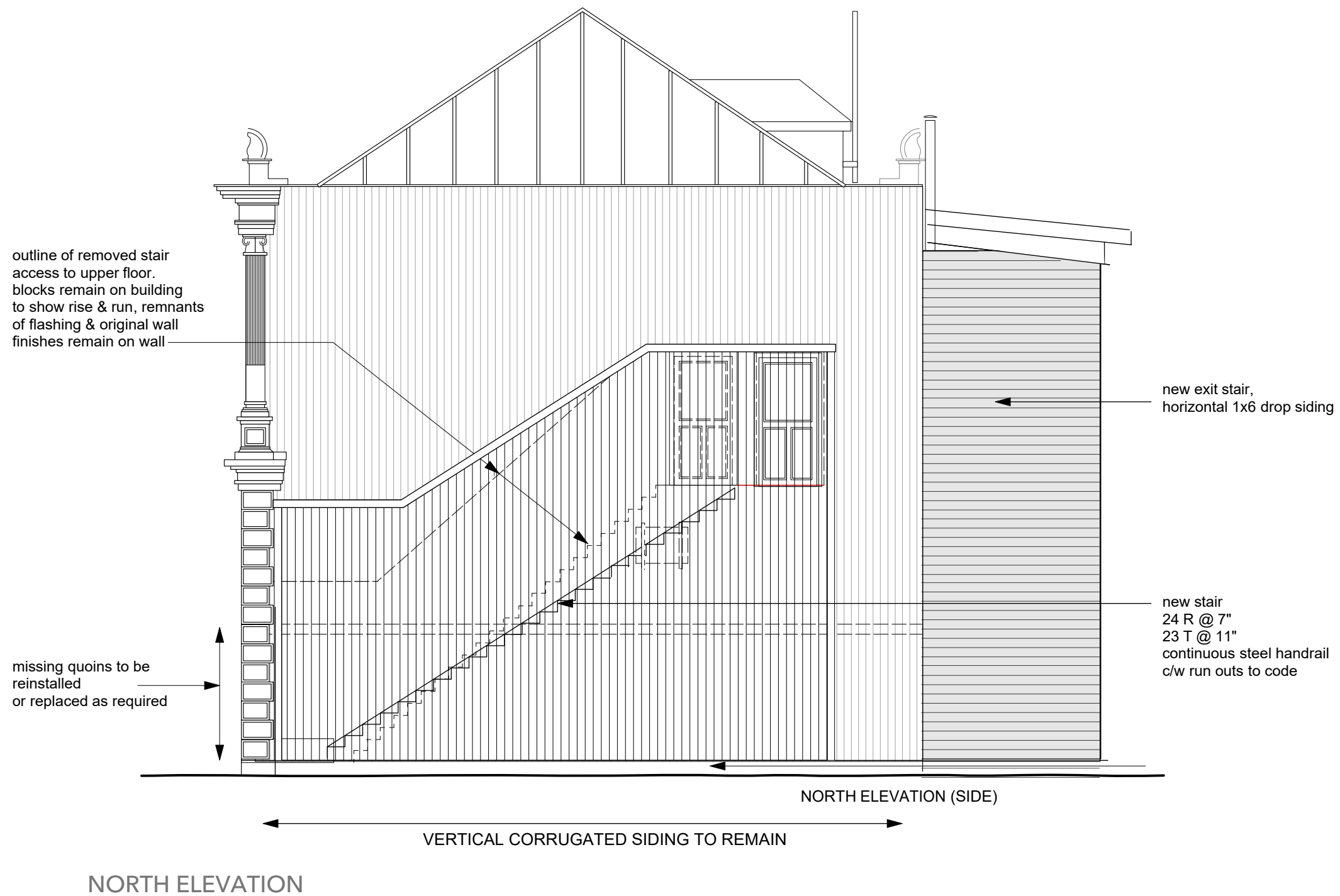
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WEST ELEVATION

BANK OF COMMERCE BUILDING
Heritage Alteration



BANK OF COMMERCE BUILDING

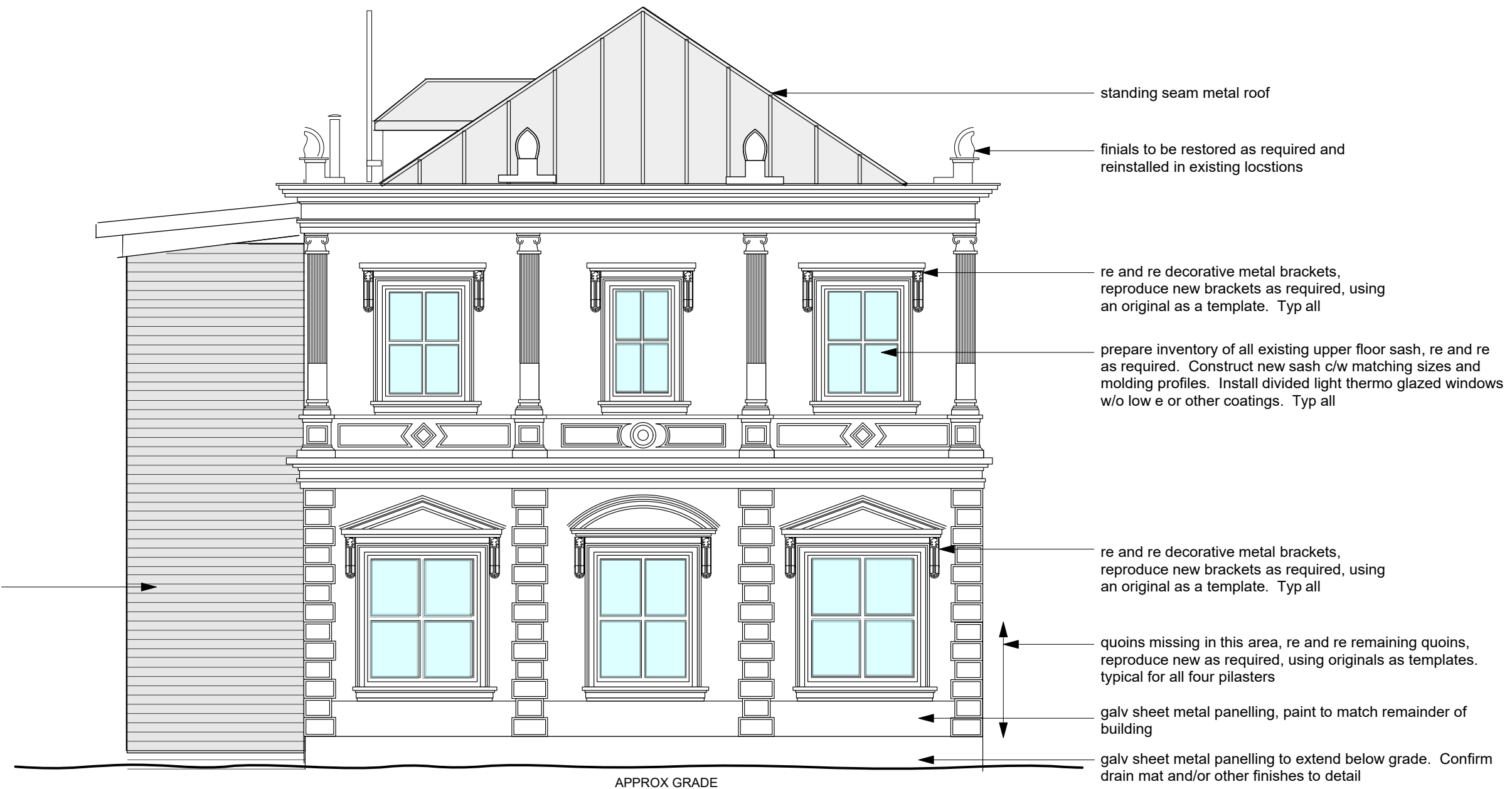
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SOUTH ELEVATION

BANK OF COMMERCE BUILDING

Heritage Alteration

2022-01-20

Joint Council Meeting
Heritage Advisory Committee and City of Dawson Council
AGENDA
February 17, 2022
City of Dawson Council Chambers, City Office
7:00 PM

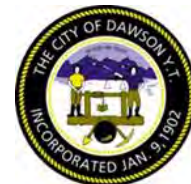
1. Approval of Agenda (additions or deletions)
2. Approval of Minutes (error or omissions)
 - a) Draft Minutes of April 30th, 2019
4. Business
 - a) How should the HAC advise on accessibility related matters from a heritage standpoint in the future? (HAC)
 - b) Enforcement, through awards? Incentives? How do we approach enforcement with the capacity that we have now? (HAC)
 - c) Accessibility of information to the public (how can this be improved for historic data and documents) (HAC)
 - d) The future of collaboration with the Tr'ondëk Hwëch'in (signage, creating design guidelines, etc.) (HAC)
 - e) Training. It would be beneficial for new HAC members to have access to a certain standard of training. For example, training on architectural description basics. (HAC)
 - f) Multi-family dwellings, and how their location can be regulated in the Townsite. (HAC)
 - g) Conversation surrounding population growth – how does Council anticipate dealing with fluctuations? (HAC)
 - h) Support to undertake a Heritage Management Plan overhaul – should this be contracted out? (HAC)
 - i) Set next meeting date (2022)
5. Closing Comments
6. Adjournment



**AGENDA – JOINT COUNCIL MEETING
TR'ONDËK HWËCH'IN COUNCIL AND CITY OF DAWSON
THURSDAY, February 24, 2022 at 5:30 p.m.
Council Chambers, City of Dawson Office**

- 1. CALL TO ORDER**
- 2. ADOPTION OF THE AGENDA**
 - a) Joint Council Meeting Agenda
- 3. ADOPTION OF THE MINUTES**
 - a) Draft Minutes of January 27, 2021
- 4. BUSINESS ARISING FROM MINUTES**
 - a) Draft Minutes of January 27, 2021
- 5. NEW BUSINESS**
 - a) Tr'ondëk Hwëch'in/City of Dawson Reconciliation Committee (COD)
 - b) Rec Centre (COD)
 - c) COVID Update (COD)
- 6. ADJOURNMENT**

Report to Council



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

☐ In Camera

AGENDA ITEM:	Official Community Plan and Zoning Bylaw 2021 Annual Review	
PREPARED BY:	Stephanie Pawluk, CDO, Stephani McPhee, PDA	ATTACHMENTS: 1. Draft Bylaw 2021-14 (OCP Amendment No. 4) 2. Draft Bylaw 2021-15 (ZBL Amendment No. 14)
DATE:	February 4, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Municipal Act Official Community Plan Zoning Bylaw	

RECOMMENDATION

It is respectfully recommended that Committee of the Whole accept this as information for the public hearing, and forward Amendment Bylaws 2021-14 and 2021-15 to Council for Second Reading.

ISSUE / PURPOSE

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

BACKGROUND SUMMARY

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

First Reading occurred on December 8, 2021 and a Public Hearing is scheduled for February 9, 2021. Public comments will continue to be accepted by Administration until March 3, 2022.

Text highlighted in yellow is either something that Administration wishes to highlight to Council or something that has changed since the passing of 1st reading.

ANALYSIS / DISCUSSION

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

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

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

OCP Bylaw Amendments

On October 13th at meeting CW21-27, Council presented a list of items in the Official Community Plan to be reviewed and researched by Administration. Administration received this feedback and conducted follow up research to inform the following proposed amendments.

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

6.0 Land Use Concept

Edit S.6.3 Implementation Approaches

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

7.0 Housing

Edit S.7.2 Implementation Approaches to:

- Change “~~Encourage~~ *Develop and apply strategies, such as through incentivizing and disincentivizing, to enforce* owners of vacant land and underutilized parcels, particularly in the historic townsite, to either develop or sell their land”.
 - The intent of Council’s direction was to provide stronger language to the OCP around encouraging the repurposing of empty buildings.
2. At meeting CW21-27, Administration was directed to amend s.12.1 to:
 - “~~Encourage~~ Maintain healthy and active lifestyles through the provision of parks and recreational resources that meet the needs of Dawson’s diverse population.”
 - The intent of Council was to add more proactive language to this clause; however, ‘maintain’ implies that the goal has already been achieved and that the direction is merely maintenance. **For this reason, this change has not been included in the bylaw.**
 3. S.12.2 Implementation Approaches:
Edit “~~Consider~~ *Maintain and develop* partnerships with Tr’ondëk Hwëch’in, Yukon Government, industry, ~~or~~ and other nongovernment organizations to enhance and maintain recreational facilities.”
 4. OCP map amendment to correct what is believed to have been a mistake when the 2018 OCP Land Use Designations map was created, which designated Blocks 11 + 14 Government Reserve Addition Institutional (INT). Administration recommends that Block 11, Lots 1+2, Block 12, Lot 1, Block 13, and Lot 16, Block 14, Government Reserve Addition be re-designated Mixed Use (MU) and Lots 1-4 + 8-15, Block 14, and Lot 16, 116B/3, Government Reserve Addition to Urban Residential (UR), as shown in Figure 1.

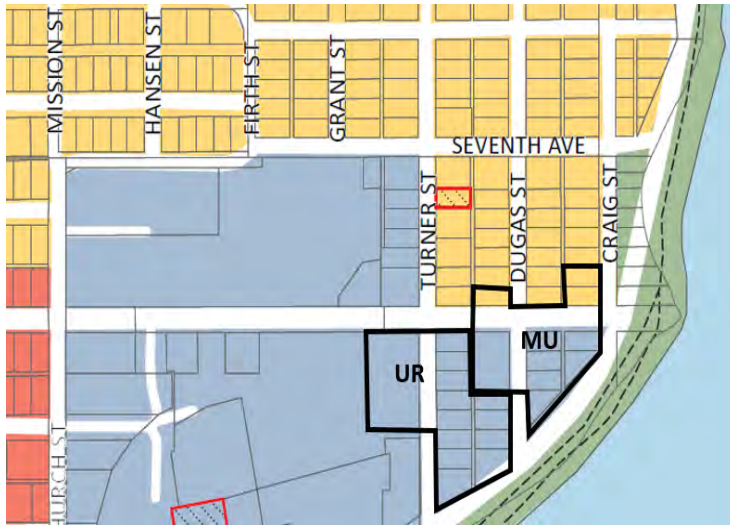


Figure 1. OCP Map Amendments

Zoning Bylaw Amendments

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

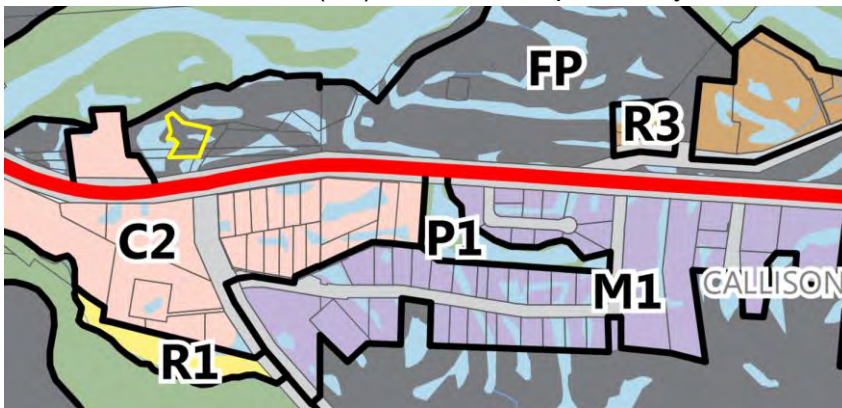


Figure 2: Zoning map

2. As per Council direction, Administration is currently reviewing the COMMERCIAL AND RESIDENTIAL MIXED USE definition. No amendment has been made at this time, as more time is required to develop a recommendation.
3. Edit the 'EXHIBITION AND CONVENTION FACILITIES' definition (p. 8) as follows: means a development that ~~is owned and managed by a public authority or non-profit agency and that~~ provides permanent facilities for meetings, seminars and conventions, product and trade fairs, circuses, and other exhibitions.
4. Amend 'Garden Suite' to differentiate Garden Suites from Secondary Suites, as they are differentiated in s. 8.8 'Secondary and Garden Suites'

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

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

5. Add 'Heliport' to C2 and M1 permitted uses and to definitions. The City of Whitehorse defines and permits 'aircraft sales/service' in their Mixed-Use Commercial/Industrial zone. 'HELIPORT' means development used for the take-off and landing, sale, charter, or rental of helicopters together with maintenance services, and the sale of parts and accessories.

Administration removed the recommendation to add 'Heliport' as a permitted use to C2, since single detached dwellings are permitted as a primary use in the C2 zone. Furthermore, recent Council direction to develop a C2 zoned subdivision raised the point that such a subdivision could result in a mostly residential neighborhood since single detached dwellings are permitted as a primary use. Integrating Heliports into potential residential neighborhoods raises concerns about noise, which would not promote a cohesive zoning designation.

6. Add a definition for 'REGISTERED HISTORIC STRUCTURE': means a building or structure that is listed in the Yukon Historic Sites Inventory or has been designated by Council as a Municipal Historic Site.

7. Add a definition for 'REGULAR MAINTENANCE AND REPAIR': means the routine assessment of a building's structural integrity through repairs, maintenance, or installations that do not alter the size of the building, involve the rearrangement or replacement of structural supporting elements, or constitute structural alteration.

8. Adding signage definition for clarity.

9. S. 4.1.1.3 indicates that a security deposit is to be posted for demolition applications to ensure that the intended redevelopment occurs. This section does not indicate precisely *when* the security deposit is to be released. This has caused deposits to be released inconsistently. Administration requests that Council chose one of the following options to provide clarity. The recommended option is a) receipt of occupancy, to promote the competition of livable, usable structures.

- a. **Receipt of the occupancy permit**, where applicable (it is not always applicable in cases where the redevelopment is a park for example).
 - a) If the goal is to ensure that the redevelopment is a usable, occupancy-level structure, then this would meet this goal. This is the recommended option.
- b. **CDO confirmation of the completion of the development permit** that was approved as the redevelopment plan.
 - a) A site visit only ensures that the permitted development occurred where it was permitted to occur (adequate setbacks) and that the design is consistent with what was approved. It does not ensure internal completion of the structure. If the intent of the security deposit and re-development requirement is to have a structure that will meet the taxation threshold, then this meets the goal; however, if the goal is to have a usable, occupancy-level structure, then this does not meet the goal.
- c. **Clad to weather building stage**. This would require the addition of a definition for clad to weather.
 - a) Clad to weather is defined by YG in a land lotteries document: "the building is clad to the weather when it is sealed to the elements (wind, rain or snow). Siding can be Tyvek, plywood with corners sealed, etc. All soffits and fascia must be installed."
 - b) This is one step below CDO confirmation, as described above, because it would not be possible to assess the design at this stage.
 - c) If the intent of the security deposit and re-development requirement is to have a structure that will meet the taxation threshold, then this meets the goal; however, if the goal is to have a usable, occupancy-level structure, then this does not meet the goal.

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

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

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

11. Amend S.4.3.2.VI(f) and S.4.3.2.VI(g) (site plan requirements) to:

- f) the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the property lines **and other structures.**
- g) the location, size, type, and dimensions of all proposed buildings and structures on the subject land, as well as the proposed distance of the buildings and/or structures from the property lines **and other structures.**

12. Add section to S.4.3.2 to enable administration to request stormwater management plan as part of Development Permit applications:

(X) "A stormwater management plan that includes:

- i) The location and description of where water flows and pools on the property**
- ii) Description of how the water flow and pooling is/will be managed**
- iii) Existing and/or proposed infrastructure to manage stormwater and snow such as culverts, drains, snow dams, gutters, etc.**

13. Insert the following clause to S.4.3.2:

(X) photos of the parcel and buildings

14. Remove "**under section 4.4.1**" from s. 4.4.2: Development Permit Appeals as this is not how appeals have been implemented in practice. Referencing s. 4.4.1 means that applicants can only appeal the CDO's decision if the appeal is in regard to a development agreement, refusal on the basis of inadequate services such as water/sewer or outstanding taxes, permit conditions, or if a development permit is suspended or revoked. The City has been consistently offering applicants the opportunity to appeal permit decisions on any basis any time a permit is denied. The ZBL should be updated to accurately reflect this practice. Additionally, Administration proposes adding additional steps to s. 4.4.2 to clarify the process of appeals. This would be done in accordance with other appeals outlined in the *Municipal Act* including subdivision and Board of Variance appeals.

4.4.2 Development Permit Appeals

1. An applicant aggrieved by the decision of the development officer ~~under section 4.4.1~~ **under S.4.4 'Decision Making'**, may appeal to Council within 30 days of the date of the decision.
2. Appeal applicants shall be limited to the original development permit applicant and landowner.
3. **All maps, plans, drawings, and written material that the applicant intends to rely on in support of the appeal must be filed at least 10 days before the day of the hearing.**
4. **Council shall within 30 60 days of receipt of an appeal under this section, allow, disallow, or allow the appeal grant permission, refuse permission, or grant permission with conditions.**

5. The hearing of the appeal shall be public and the council must hear
 - (a) the appeal applicant or any person representing the appeal applicant; and
 - ~~(b) every person who was given notice of the hearing who wishes to be heard or any other person who claims to be affected by the matter or their agents.~~
6. The decision of the council shall
 - (a) be based on the facts and merits of the case;
 - (b) be in writing and set forth the reasons; and
 - (c) be personally delivered or mailed to the appellant within 10 days of the date the decision was made.
7. A decision of Council under this Section is final and binding and there is no further appeal from it.

15. Under the Subdivision section, **s. 5.1.4, 5.1.5, and 5.1.6 have been repealed**. According to the Municipal Act, a public hearing is not required for subdivision approval. This requirement has been removed by the repealing of s. 5.1.4.

Although Public Hearings are not required for subdivision, Public Notification is:

M.A. 319 (4) On receipt of an application for subdivision approval, the approving authority must give public notice of the application by a method determined appropriate by the approving authority. S.Y. 1998, c.19, s.319.

As such, s. 5.1.4 has been added as highlighted below. Practice at the City of Whitehorse is to post subdivision public notification to the City website and in a newspaper. **Administration recommends switching to this practice plus posting to bulletin boards at the City and Post Office, instead of mail outs. Administration is seeking feedback from Council as the Approving Authority as to how subdivision public notification is to be given.**

Additionally, administrative practice has not included the posting of physical signs to properties being considered for a subdivision. The posting of a physical sign is also not a requirement of the Municipal Act. As such, the posting of a physical sign (s. 5.1.6) has been repealed.

Remove S.5.1.4, 5.1.5, and 5.1.6 and replace with the following:

5.1.4 On receipt of an application for subdivision approval, public notification must be provided in a method approved by Council for two successive weeks.

- i) **Methods of public notification may include posting on the City website, in local newspapers, and/or on the City and Post Office Bulletin Boards, as well as sending written notification.**

16. The issue that the City of Dawson continuously faces in processing subdivision applications is that the ZBL has a black and white clause in each zone that requires the subject property to conform to the current ZBL in order to receive a subdivision. The current clause is believed to be unreasonably restrictive, as subdivisions may not occur on legally non-conforming properties. For example, properties that had developments erected prior to the enactment of this 2018 ZBL are unable to subdivide, consolidate, or adjust the boundaries of their property if the minimum parcel requirements (setbacks, parcel size, building height etc.) were different at the time they received a development permit and built. As per this clause, a subdivision cannot be approved even if it will improve (but not resolve) the noncompliance. This aligns with S. 5.1.1.1 "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."

Amend the 'Zone Specific Regulations' section for each zone to the following:

- .1 On a parcel located in an area zoned _____,
- i) no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.I or s. 5.1.3 applies
 - ii) and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in the table below, in which column 1 sets out the matter to be regulated and column 2 sets out the regulations.

- Note: 5.1.3 only applies to zones inside the Historic Townsite. This is reflected in the Amendment Bylaw.

17. Amend s. 6.2 for clarity: "When a structure is being moved off of a lot within the historic townsite, the application must be **accompanied** by an approved redevelopment plan **for the original lot**, to the satisfaction of the development officer."
18. Add a clause to s. 7.1 to clarify the required setback distance between accessory buildings. Currently, s. 7.1.2 outlines the required distance between principal and accessory buildings, but there is no indication of the required setback between accessory structures. For clarity, all building-to-building setbacks should be addressed.

Repeal and replace 7.1.2 with "accessory buildings and structures must be set back at least 3.05 m (10 ft.) from:

- a) any principal building, **unless otherwise stated in the appropriate zone's 'Parcel Requirements' table.**
- b) any accessory building, **unless otherwise stated in the appropriate zone's 'Parcel Requirements' table.**

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

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

Proposed addition: **S. 7.5.1 "If, through the development permitting process for a structural alteration, it is found that a registered historic structure is legally non-conforming, as per the *Municipal Act*, and does not meet the zone's minimum parcel requirements, the application ~~is to~~ **may** be forwarded to the Heritage Advisory Committee at the discretion of the Community Development Officer.**

- i. At the sole discretion of the Heritage Advisory Committee, the legally non-conforming, noncompliant minimum parcel requirement(s) of the registered historic structure may be waived by resolution so long as:
- a. the proposed development does not increase the legally non-conforming nature of the use or structure
 - b. The historic structure does not encroach on a neighboring property or right of way
 - c. The waiver does not injuriously affect the neighboring properties

Add the following public notification process under S.7.5 to ensure that the decision does not injuriously affect adjacent properties:

- .2 a development officer shall send a notice to adjacent landowners, who may be identified in the City tax assessment roll, advising them of the proposed waiver and providing an opportunity to submit comments prior to decision.
- i) For the purposes of this bylaw, adjacent landowners are those who are owners of land that is contiguous to a site.

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

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

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

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

Amend 10.0.4 to:

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

Amend S.10.0.5 to:

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

23. It has been observed that the 10-foot setback requirements between accessory buildings is perhaps no longer legislatively relevant nor best practice; therefore, it is proposed that a minimum of 2ft be required between non-dwelling to non-dwelling buildings and dwelling to non-dwelling buildings, and 10ft be required between dwelling-to-dwelling buildings. Here is a brief outline of how the 2ft setback requirement was determined:

- The rationale behind minimizing the setback requirement between accessory buildings on a lot is to offer more flexibility.
- It has been observed that many heritage structures in town do not have setbacks between them. As a result, a lack of flexibility in building-to-building setback distances on lots with heritage structures often leads to non-compliance, and therefore, no ability to obtain development permits. Therefore, applicants cannot upkeep or rehabilitate heritage structures.

- Informed by the Building Inspector, according to the National Building Code, no required setbacks specifically are in place to regulate the distance between non-dwelling buildings. Additionally, there is no required setback between a dwelling to non-dwelling building – a minimum setback distance would only be required between two dwellings. Although setbacks could be 0ft, according to Code, 2ft was chosen for the following reasons:
 - Hazard/fire reduction
 - Impacts on urban form and scale
 - More comprehensive research would be required to consider limiting the setback distance further
- As an example, the City of Whitehorse's Zoning Bylaw #2012-20 requires accessory buildings to "not be located less than 1 m (3.3 ft) from the principal building" (s. 5.1.2.e), so long as they are not used as dwellings, unless otherwise specified in the zone.

The 2ft setback only applies to R1 and R2 as all other zones specify different accessory structure setback requirements. As such, table amendments are required to the R1 and R2 zone minimum parcel requirements table. Amend R1 and R2 'Parcel Requirements' tables to the following to reflect this change:

TABLE 11-1 R1 ZONE MINIMUM PARCEL REQUIREMENTS

Column 1	Column 2	Column 3
Minimum parcel size	232.3 m ²	(2,500 ft. ²)
Minimum parcel width	7.6 m	(25 ft.)
Minimum setback of buildings from		
▪ front parcel line	3.05 m	(10 ft.)
▪ interior side parcel line		
➤ for a dwelling	1.52 m	(5 ft.)
➤ for a non-dwelling accessory building	0.61 m	(2 ft.)
➤ for a duplex with a shared wall on property line	0 m	(0 ft.)
▪ exterior side parcel line	3.05 m	(10 ft.)
▪ rear parcel line	1.5 m	(5 ft.)
▪ buildings		
➤ for a dwelling to dwelling	3.05 m	(10 ft.)
➤ for a dwelling to non-dwelling	0.61 m	(2 ft.)
➤ for a non-dwelling to non-dwelling	0.61 m	(2 ft.)
Maximum parcel coverage	50%	
Minimum floor area of primary dwelling unit	23.8 m ²	(256 ft. ²)
Maximum height for		
▪ principal building	10.67 m	(35 ft.)
▪ accessory building	6.10 m	(20 ft.)

TABLE 11-3: R2 ZONE MINIMUM PARCEL REQUIREMENTS

Column 1	Column 2	Column 3
Minimum floor area of primary dwelling unit	23.8 m ²	(256 ft. ²)
Minimum parcel size	464.5 m ²	(1,524 ft. ²)
Minimum parcel width	15.24 m	(50 ft.)
Minimum setback of buildings from		
▪ front parcel line	3.05 m	(10 ft.)
▪ interior side parcel line	1.52 m	(5 ft.)
▪ exterior side parcel line	3.05 m	(10 ft.)
▪ rear parcel line	1.52 m	(5 ft.)
▪ buildings		
➤ for a dwelling to dwelling	3.05 m	(10 ft.)
➤ for a dwelling to non-dwelling	0.61 m	(2 ft.)
➤ for a non-dwelling to non-dwelling	0.61 m	(2 ft.)
Maximum height for		
▪ principal building	10.67 m	(35 ft.)
▪ accessory building	6.10 m	(20 ft.)

24. Edit typo in table 11-3 ('R2 Zone Minimum Parcel Requirements'). The minimum parcel size requirements should reflect the following in Column 2: **464.5m² / 5,000ft²**

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

26. Amend S.12.2.2.2 as follows: "The development regulations for the R1 Zone, **not including R1 zone setbacks**, shall apply to the development of single family detached dwellings".

- This ensures that adequate building-to-building setbacks are maintained in the C2 zone, once the current 10ft minimum setback is reduced to 2ft in the R1 zone for dwelling to non-dwelling and non-dwelling to non-dwelling buildings and structures.

27. Amend s. 13.1.3.2.III as follows: residential security units must: "be constructed and operational after the construction of the principal building, **unless the permitted use of the property does not require a principal building**".

28. Administrative edit of s. 4.01 and 4.02 of Zoning Amendment Bylaw No. 6 (Bylaw #2019-17) due to incorrect numbering, as follows:

4.01 Section **44.2 13.0** is hereby amended by adding a new section **44.2.4 13.1.4** titled 'Special Modifications'.

4.02 Section ~~14.2.4~~ 13.1.4 is hereby amended by adding a new section as follows: a) Grant numbers: P 00748, P 00749, P 00750, P 07901, P 07992, P 07993, P 07994, P 08446, P 08861, P 08862, P 08981, P 10413, P 10414, P 10783, P 35904, P 35905 are temporarily zoned Industrial until November 4, 2030, as per Bylaw No. 2019-17.

29. Move 13.1.1.21 'residential security unit' to 13.1.2.4 Secondary uses in M1 zone.

30. Add a 'Secondary Use' section under S.14.1.1, and allow 'community recreation facility' as a Permitted Use to allow multipurpose spaces

- A community recreation facility inherently supports the intent under 14.1, however is not the primary intent of the zone.
- An example of this use is in the Minto Park facility. The City regularly utilizes the Minto Park building as a multipurpose space, with a food concession as well as classes and activities.

31. Administrative edit: move Table 14-1 below s.14.1.2.2

32. Add 'mixed use development' as a Permitted Use in S.14.2.1 (Institutional zone), to allow multipurpose spaces (eg. a mixed use building including a church, café, and childcare centre).

33. Add 'offices' as a Permitted Use in s.14.2.1 in the P2 (Institutional) zone. Given the purpose of the Institutional zone to provide government and health services, as well as libraries and museums, it makes sense to permit offices as a use.


34. Add 'eating and drinking establishment' to 'Permitted Uses' in S.14.2.1 to effectively meet the zone's goal of providing community facilities for use by the public, and to provide the opportunity to allow a greater range of mixed uses and services in the institutional zone.

- The City regularly contracts eating and drinking establishments to operate in the Rec Centre.

35. S. 14.2.3.1 currently renders all P2 zoned parcels in the Historic Townsite as C1. Administration believes this clause should read "The regulations contained in Table 12-1 of this bylaw shall apply to all P2 parcels that are located within the historic townsite..." and has included this change in the amendment bylaw.

36. Repeal s. 17.5.6. Administrative practice has not included the posting of physical signs to properties being considered for a zoning amendment. The posting of a physical sign is not a requirement of the *Municipal Act* and Administrative resources could be better allocated.

37. Administrative numbering edit of s. A.1.4, A.2.4, A.3.2

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	2022-02-04	



THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

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

2.00 Purpose

2.01 The purpose of this bylaw is to provide for:

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



THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

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THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Amendments

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



THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

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

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Enactment

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

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	December 8, 2021
MINISTERIAL NOTICE	
PUBLIC HEARING	
SECOND	
MINISTERIAL APPROVAL	
THIRD and FINAL	

William Kendrick, Mayor

Presiding Officer

Cory Bellmore, CAO

Chief Administrative Officer



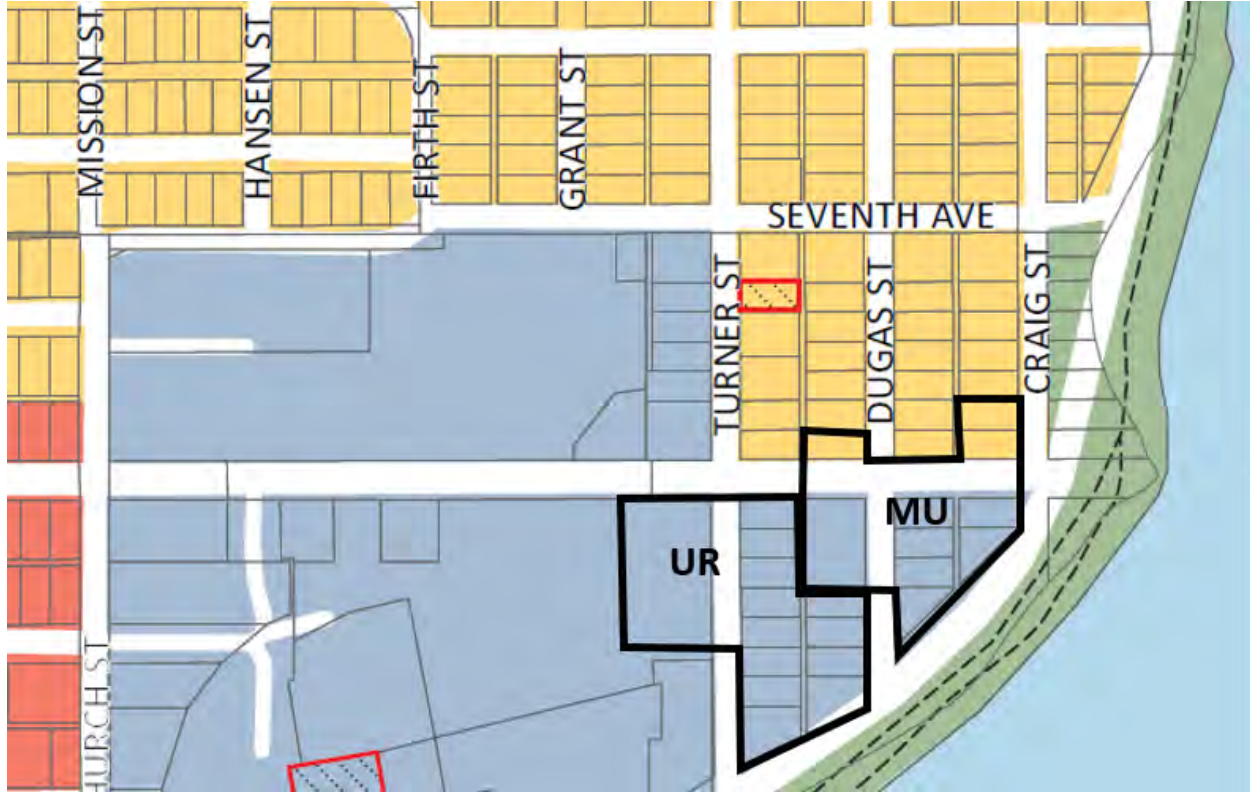
THE CITY OF DAWSON

Official Community Plan Amendment No. 5 Bylaw

Bylaw No. 2021-14

8.00 Appendices

Appendix 1. Amendment to Schedule C



Map legend

OCP Land Use Designations	
UR - Urban Residential	FP - Future Planning
DC - Downtown Core	TH - Tr'ondëk Hwëch'in Settlement Lands
MU - Mixed Use	North End Plan Area
INT - Institutional	Moosehide Slide Historic Place
P - Parks & Natural Space	Existing Trails
FRP - Future Residential Planning	



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

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

2.00 Purpose

2.01 The purpose of this bylaw is to provide for:

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



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 14 Bylaw

Bylaw No. 2021-15

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3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Amendments

- 4.01 This bylaw amends Schedule B to re-zone Lot 1213 QUAD 116B/03 from FP: Future Planning to C2: Commercial Mixed Use, as shown in Appendix 1.
- 4.02 Repeal the EXHIBITION AND CONVENTION FACILITIES definition in S.2.2 and replace with the following: “EXHIBITION AND CONVENTION FACILITIES means a development that provides permanent facilities for meetings, seminars and conventions, product and trade fairs, circuses, and other exhibitions”.
- 4.03 Repeal the GARDEN SUITE definition in S.2.2 and replace with the following: “GARDEN SUITE means a self-contained secondary dwelling unit that is within an accessory building, located on a lot where the principal use is either a single detached dwelling unit or a duplex and where both dwelling units are registered under the same land title, as shown in figure 2-3. A garden suite can be up to 100% of the floor area of the accessory building”.
- 4.04 Insert the following definition to S.2.2: “HELIPORT means development used for the take-off and landing, sale, charter, or rental of helicopters together with maintenance services, and the sale of parts and accessories”.
- 4.05 Insert the following definition to S.2.2: “REGISTERED HISTORIC STRUCTURE means a building or structure that is listed in the Yukon Historic Sites Inventory or has been designated by Council as a Municipal Historic Site”.



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- 4.06 Insert the following definition to S.2.2: “REGULAR MAINTENANCE AND REPAIR means the routine assessment of a building’s structural integrity through repairs, maintenance, or installations that do not alter the size of the building, involve the rearrangement or replacement of structural supporting elements, or constitute structural alteration”.
- 4.07 Insert the following definition to S.2.2: “SIGN, FIXED means a wall sign, fixed on the surface of a building”.
- 4.08 Insert the following definition to S.2.2: “SIGN, FREE STANDING means a self-supporting sign permanently fixed to the ground and visibly separated from a building”.
- 4.09 Insert the following definition to S. 2.2: “SIGN, PAINTED FASCIA means a wall sign painted directly on the surface of a building, visible to the street”.
- 4.10 Insert the following definition to S. 2.2: “SIGN, PROJECTING means any self-supporting sign other than a wall sign which is attached to or projects more than 45cm from the face of a structure or building wall with no visible guywires, braces, or secondary supports”.
- 4.11 Insert the following clause to S. 4.1.1.3: “The security deposit is to be released upon receipt of the occupancy permit, where applicable.”
- 4.12 Repeal S. 4.2.1 and replace with the following: “regular maintenance and repair of any building or structure, provided it does not include structural alterations or does not change the use or intensity of use of the land, building, or structure, or include external building envelope alterations within the Historic Townsite”.
- 4.13 Repeal S. 4.2.2.
- 4.14 Repeal S.4.3.2.VI(f) and S.4.3.2.VI(g) and replace with:
“f) the location, size, type, and dimensions of all existing buildings and/or structures on the subject land, as well as the distance of the buildings and/or structures from the property lines and other structures.
g) the location, size, type, and dimensions of all proposed buildings and structures on the subject land, as well as the proposed distance of the buildings and/or structures from the property lines and other structures.”
- 4.15 Insert the following to S.4.3.2:



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"IX. A stormwater management plan that includes:

- a) The location and description of where water flows and pools on the property.
- b) Description of how the water flow and pooling is/will be managed.
- c) Existing and/or proposed infrastructure to manage stormwater and snow such as culverts, drains, snow dams, gutters, etc."

4.16 Insert the following clause to S.4.3.2:

"X. photos of the parcel and buildings."

4.17 Repeal S.4.4.2.1 and replace with: "An applicant aggrieved by the decision of the development officer under section 4.4 'Decision Making', may appeal to Council within 30 days of the date of the decision."

4.18 Repeal S.4.4.2.3

4.19 Insert the following clauses to S. 4.4.2 as follows:

"3. All maps, plans, drawings, and written material that the applicant intends to rely on in support of the appeal must be filed at least 10 days before the day of the hearing.

4. Council shall within 60 days of receipt of an appeal under this section, allow, disallow, or allow the appeal with conditions.

5. The hearing of the appeal shall be public and Council must hear the appellant or any person representing the appellant.

6. The decision of Council shall:

- I. be based on the facts and merits of the case;
- II. be in writing and set forth the reasons; and
- III. be personally delivered or mailed to the appellant within 10 days of the date the decision was made.

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

4.20 Repeal S.5.1.4, 5.1.5, and S. 5.1.6.

4.21 Insert the following clause to S. 5.1:



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- 5.1.4 “On receipt of an application for subdivision approval, public notification must be provided in a method approved by Council for two successive weeks.
- I. Methods of public notification may include posting on the City website, in local newspapers, and/or on the City and Post Office Bulletin Boards, as well as sending written notification.”
- 4.22 Repeal S. 6.2 and replace with the following: “When a structure is being moved off of a lot within the historic townsite, the application must be accompanied by an approved redevelopment plan for the original lot, to the satisfaction of the development officer.”
- 4.23 Repeal S. 7.1.2 and replace with:
- 7.1.2 “accessory buildings and structures must be set back at least 3.05 m (10 ft.) from:
- I. any principal building, unless otherwise stated in the appropriate zone’s ‘Parcel Requirements’ table.
 - II. any accessory building, unless otherwise stated in the appropriate zone’s ‘Parcel Requirements’ table.”
- 4.24 Insert the following clauses to S. 7.5:
- 7.5.2 “If, through the development permitting process for a structural alteration, it is found that a registered historic structure is legally non-conforming, as per the *Municipal Act*, and does not meet the zone’s minimum parcel requirements, the application may be forwarded to the Heritage Advisory Committee at the discretion of a Development Officer.
- I. At the sole discretion of the Heritage Advisory Committee, the legally non-conforming, non-compliant minimum parcel requirement(s) of the registered historic structure may be waived so long as
 - a. the proposed development does not increase the legally non-conforming nature of the use or structure.
 - b. The historic structure does not encroach on a neighboring property or right of way.
 - c. The waiver does not injuriously affect the neighboring properties.”
- 4.25 Insert the following clauses to S.7.5:



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- 7.5.3 “A notification must be sent to adjacent landowners, who may be identified in the City tax assessment roll, advising of the proposed waiver and providing an opportunity to submit comments prior to decision.
- I. For the purposes of this bylaw, adjacent landowners are those who are owners of land that is contiguous to the site.”
- 4.26 Repeal S. 8.8.3 and replace with the following: “only one secondary suite or garden suite is permitted per principal single detached dwelling”.
- 4.27 Repeal S. 9.2.5 and replace with the following: “Except where cash in lieu is provided in accordance with City bylaws, the required off street parking and loading spaces shall be located on the same parcel as the building they serve or on a separate lot within 152.4 m (500 ft.) of the building and must be registered as an easement”.
- 4.28 Insert ‘Child Care Centres’ as a use to Table 9-1 ‘REQUIRED OFF-STREET PARKING SPACES’, requiring 1 parking stall per 8 children.
- 4.29 Insert ‘Painted fascia sign’ to Table 10-1 ‘SIGN REGULATIONS’, with no maximum size requirement, as shown in Appendix 2.
- 4.30 Repeal S. 10.0.4 and replace with the following: “Signage, including lettering must be erected or applied in such a manner as to reflect the *Heritage Design Guidelines* and the *Heritage Management Plan* if located in the historic townsite.”
- 4.31 Repeal S. 10.0.5 and replace with the following: “Prior to erection or installation all fixed, free-standing, or projecting types of signs shall be approved by the development officer.”
- 4.32 Insert the following clause to S.11.1.2:
- “.1 On a parcel located in an area zoned R1,
- I. no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.I or s. 5.1.3 applies
- II. and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in table 11-1, in which column 1 sets out the matter to be regulated and column 2 sets out the regulations.”



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4.33 Insert the following clauses into Table 11-1, ('R1 Zone Minimum Parcel Requirements') under 'minimum setback of buildings from', as shown in Appendix 3:

- Buildings
 - For a dwelling to dwelling (3.05m/10ft)
 - For a dwelling to non-dwelling (0.61m/2ft)
 - For a non-dwelling to non-dwelling (0.61m/2ft)

4.34 Insert the following under S.11.2.2:

- “.1 On a parcel located in an area zoned R2
- I. no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.I or s. 5.1.3 applies
 - II. and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in the table below, in which column 1 sets out the matter to be regulated and column 2 sets out the regulations.”

4.35 Repeal the minimum parcel size requirements in Table 11-3 ('R2 Zone Minimum Parcel Requirements') and replace with 464.5m² / 5,000ft² in Column 2.

4.36 Insert the following clauses into Table 11-3 ('R2 Zone Minimum Parcel Requirements') under 'minimum setback of buildings from', as shown in Appendix 4:

- Buildings
 - For a dwelling to dwelling (3.05m/10ft)
 - For a dwelling to non-dwelling (0.61m/2ft)
 - For a non-dwelling to non-dwelling (0.61m/2ft)

4.37 Repeal S.11.2.2 table title and replace with the following: 'TABLE 11-2: R2 ZONE MINIMUM PARCEL REQUIREMENTS'.

4.38 Insert the following under S.11.3.2:

- “.1 On a parcel located in an area zoned R3,
- I. no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.I applies
 - II. and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in the table below, in



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which column 1 sets out the matter to be regulated and column 2 sets out the regulations.”

4.39 Insert the following under S.12.1.2:

- “.1 On a parcel located in an area zoned C1,
- I. no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.I or s. 5.1.3 applies
 - II. and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in the table below, in which column 1 sets out the matter to be regulated and column 2 sets out the regulations.”

4.40 Insert the following under S.12.2.2:

- “.1 On a parcel located in an area zoned C2,
- I. no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.I or S.5.1.3 applies
 - II. and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in the table below, in which column 1 sets out the matter to be regulated and column 2 sets out the regulations.”

4.41 Repeal S.12.2.2.2 and replace with: “The development regulations for the R1 Zone, not including R1 zone setbacks, shall apply to the development of single family detached dwellings.”

4.42 Insert ‘heliport’ in 13.1.1.

4.43 Repeal S.13.1.3.1 and replace with:

- “13.1.3.1 On a parcel located in an area zoned M1,
- I. no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.I applies
 - II. and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in the table below, in which column 1 sets out the matter to be regulated and column 2 sets out the regulations.”



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- 4.44 Repeal S.13.1.3.2.III and replace with the following: “be constructed and operational after the construction of the principal building, unless the permitted use of the property does not require a principal building”.
- 4.45 Remove ‘residential security unit’ from S.13.1.1.21 and add to Secondary Uses in S.13.1.2.4.
- 4.46 Insert the following to S.14.1.1:
“14.1.1.2 ‘Secondary Use’
.1 community recreation facility”
- 4.47 Insert the following under S.14.1.2:
“.2 On a parcel located in an area zoned P1,
I. no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.1 or s. 5.1.3 applies
II. and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in the table below, in which column 1 sets out the matter to be regulated and column 2 sets out the regulations.”
- 4.48 Move ‘TABLE 14-1: P1 ZONE MINIMUM PARCEL REQUIREMENTS’ below S.14.1.2.2.
- 4.49 Insert ‘mixed use development’ in S.14.2.1
- 4.50 Insert ‘offices’ in S.14.2.1
- 4.51 Insert ‘eating and drinking establishment’ in S.14.2.1.
- 4.52 Insert the following under S.14.2.2:
“.1 On a parcel located in an area zoned P2,
I. no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.1 or s. 5.1.3 applies
II. and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in the table below, in which column 1 sets out the matter to be regulated and column 2 sets out the regulations.”



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- 4.53 Repeal S.14.2.3.1 and replace with the following: “The regulations contained in Table 12-1 of this bylaw shall apply to all P2 parcels that are located within the historic townsite as shown on Schedule “D”.”
- 4.54 Repeal S. 4.01 and 4.02 of Zoning Amendment Bylaw No. 6 (Bylaw #2019-17), and replace with the following:
- “4.01 Section 13.0 is hereby amended by adding a new section 13.1.4 titled ‘Special Modifications’.
- 4.02 Section 13.1.4 is hereby amended by adding a new section as follows: a) Grant numbers: P 00748, P 00749, P 00750, P 07901, P 07992, P 07993, P 07994, P 08446, P 08861, P 08862, P 08981, P 10413, P 10414, P 10783, P 35904, P 35905 are temporarily zoned Industrial until November 4, 2030, as per Bylaw No. 2019-17.”
- 4.55 Insert the following under S.15.1.2:
- “.1 On a parcel located in an area zoned A1,
- I. no plan of subdivision shall be approved in such a way that contravenes the regulations set out in the table below unless S. 5.1.1.I applies
- II. and no building or structure shall be constructed, altered, or located in such a way that contravenes the regulations set out in the table below, in which column 1 sets out the matter to be regulated and column 2 sets out the regulations.”
- 4.56 Repeal S. 17.5.6.
- 4.57 Administrative numbering edit of S. A.1.4, A.2.4, A.3.2

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.



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6.00 Enactment

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

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	December 8, 2021
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

William Kendrick, Mayor
Presiding Officer

Cory Bellmore, CAO
Chief Administrative Officer



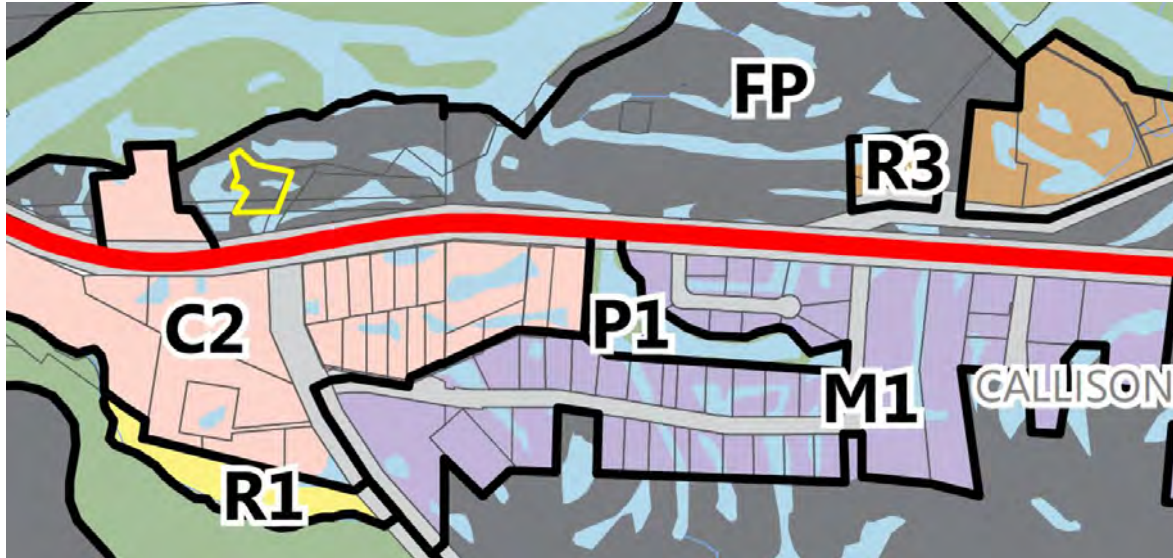
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8.00 Appendices

Appendix 1. Amendment to Schedule B



Appendix 2. Amendment to Table 10-1

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



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Appendix 3. Amendment to Table 11-1

TABLE 11-1 R1 ZONE MINIMUM PARCEL REQUIREMENTS

Column 1	Column 2	
Minimum parcel size	232.3 m ²	(2,500 ft. ²)
Minimum parcel width	7.6 m	(25 ft.)
Minimum setback of buildings from		
• front parcel line	3.05 m	(10 ft.)
• interior side parcel line		
➤ for a dwelling	1.52 m	(5 ft.)
➤ for a non-dwelling accessory building	0.61 m	(2 ft.)
➤ for a duplex with a shared wall on property line	0 m	(0 ft.)
• exterior side parcel line	3.05 m	(10 ft.)
• rear parcel line	1.5 m	(5 ft.)
• buildings		
➤ for a dwelling to dwelling	3.05 m	(10 ft.)
➤ for a dwelling to non-dwelling	0.61 m	(2 ft.)
➤ for a non-dwelling to non-dwelling	0.61 m	(2 ft.)
Maximum parcel coverage	50%	
Minimum floor area of primary dwelling unit	23.8 m ²	(256 ft. ²)
Maximum height for		
• principal building	10.67 m	(35 ft.)
• accessory building	6.10 m	(20 ft.)

Appendix 4. Amendment to Table 11-3

TABLE 11-3: R2 ZONE MINIMUM PARCEL REQUIREMENTS

Column 1	Column 2	
Minimum floor area of primary dwelling unit	23.8 m ²	(256 ft. ²)
Minimum parcel size	464.5 m	(1,524 ft.)
Minimum parcel width	15.24 m	(50 ft.)
Minimum setback of buildings from		
• front parcel line	3.05 m	(10 ft.)
• interior side parcel line	1.52 m	(5 ft.)
• exterior side parcel line	3.05 m	(10 ft.)
• rear parcel line	1.52 m	(5 ft.)
• buildings		
➤ for a dwelling to dwelling	3.05 m	(10 ft.)
➤ for a dwelling to non-dwelling	0.61 m	(2 ft.)
➤ for a non-dwelling to non-dwelling	0.61m	(2 ft.)
Maximum height for		
• principal building	10.67 m	(35 ft.)
• accessory building	6.10 m	(20 ft.)