



THE CITY OF DAWSON

COUNCIL MEETING #C19-22

AGENDA

WEDNESDAY, OCTOBER 30, 2019

7:00 p.m.

Council Chambers, City of Dawson Office

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

- a) Council Meeting Agenda #C19-22

3. PUBLIC HEARING

- a) Subdivision Application 19-111 Lot 19, Callison Subdivision

4. DELEGATIONS AND GUESTS

- a) Riley Brennan RE: Water & Sewer Permanent Disconnect

5. BUSINESS ARISING FROM DELEGATIONS

6. ADOPTION OF THE MINUTES

- a) Special Council Meeting Minutes C19-19 of October 2, 2019
- b) Council Meeting Minutes C19-20 of October 7, 2019

7. BUSINESS ARISING FROM MINUTES

- a) Special Council Meeting Minutes C19-19 of October 2, 2019
- b) Council Meeting Minutes C19-20 of October 7, 2019

8. FINANCIAL AND BUDGET REPORTS

- a) 2019 Accounts Payable Report #19-21 RE: Cheques #54354 – 54440

9. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) Request for Decision RE: Council Appointments
- b) Request for Decision RE: Subdivision Application 19-111 Lot 19, Callison Subdivision

10. BYLAWS AND POLICIES

- a) *Heritage Bylaw #2019-04 - Second Reading*
- b) *Zoning Amendment No. 2 Bylaw #2019-05 – First Reading*
- c) *2019 Permanent Road Closure No. 1 Bylaw #2019-11 - First Reading RE: Lot 7, Blk C, Govt Addition*
- d) *2019 Land Sale No. 1 Bylaw #2019-07 – First Reading RE: Lot 7, Blk C, Government Addition*
- e) *2019 Land Sale No. 2 Bylaw #2019-09 – First Reading RE: Block LC, Ladue Estate*

11. CORRESPONDENCE

- a) RCMP, Dawson Detachment, “M” Division – September Policing Report
- b) Kurt Dieckmann, President/CEO Yukon Workers’ Compensation Health & Safety Board RE: *Workers’ Compensation Act & Occupational Health & Safety Act*
- c) Committee of Whole Meeting Minutes #CW19-25

12. PUBLIC QUESTIONS

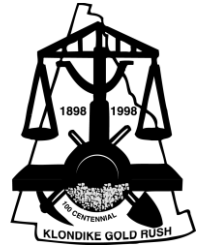
13. INCAMERA

14. ADJOURNMENT



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0
PH: (867) 993-7400, FAX: (867) 993-7434



NOTICE OF PUBLIC HEARING: SUBDIVISION APPLICATION

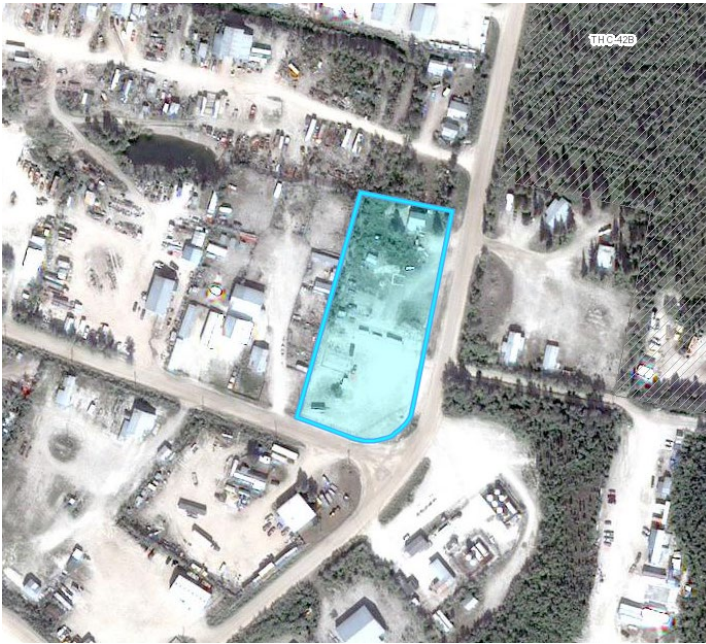
Subdivision Application: #19-111

Subject Property: Lot 19 Callison Industrial Subdivision

Date: October 30, 2019

Time: 7:00pm

Location: Council Chambers, Town Hall



As per the *Municipal Act*, S. 319.4, upon receiving an application for subdivision, council must give public notice of the application.

Therefore, the City of Dawson is now requesting input from the public regarding dividing Lot 19 Callison Industrial Subdivision into two lots.

For more information, to view the application details, or to provide your input prior to the public meeting, please contact the Community Development Officer using the following contact information:

Clarissa Huffman

Community Development Officer

Box 308, Dawson City YT Y0B1G0

cdo@cityofdawson.ca

867-993-7400 ext. 414

DAWSON CITY — HEART OF THE KLONDIKE

October 25, 2019

To Mayor and Council re. Ongoing water/ sewer bill at 601 King

This is a follow-up letter to our recent emails regarding the perpetual utility bill at our small yellow cabin at 601 King. The building is permanently uninhabitable due to rot in the logs and estimates to repair go far beyond what is reasonable, hence our request for a permanent disconnection for all services.

We will develop the lot at some time in the future, and would very much appreciate not being rushed into it. We would prefer to leave the cabin as is, while keeping the property well-kept, until such time as we've made a decision (our plans are ranging from another small rental cabin, or kit home, or our future 'retirement' home). Because demolition costs are also appearing to be quite high, we are seeking a buyer, for a \$1, to remove the cabin to perhaps be used as a shed somewhere. When we've decided, if the cabin has not sold, we will have the cabin removed and commence development, though we estimate 1-2 years til we can make this happen.

The bylaw is unclear about this particular situation, and until the bylaw is revised, we feel it is unfair to continue being charged for services that will never again be used for that structure, not to mention the significant added financial burden.

Thank you.

Riley Brennan and Martin Kienzler

MINUTES OF SPECIAL COUNCIL MEETING #C19-19 of the council of the City of Dawson held on Wednesday, October 2, 2019 at 7 p.m. in the City of Dawson Council Chambers.

PRESENT: Mayor Wayne Potoroka
Councillor Stephen Johnson
Councillor Bill Kendrick
Councillor Molly Shore

REGRETS: Councillor Natasha Ayoub

ALSO PRESENT: CAO Cory Bellmore
A/CDO Libby Macphail

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C19-19 to order at 7 p.m.

Agenda Item: Agenda

C19-19-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for council meeting # C19-19 of October 2, 2019 be adopted as presented.
Motion Carried 4-0

Agenda Item: Appeal Hearing

C19-19-02 Moved by Mayor Potoroka, seconded by Councillor Johnson hat council move to committee of the whole for the purposes of holding an appeal hearing.
Motion Carried 4-0

a) Appeal Hearing RE: Variance Application #19-112, Lot 2, Block 13, Government Reserve Addition

Ludger Borste was in attendance to present his appeal to council. He presented his project to date and explained how he had difficulties meeting the 10' setback.

C19-19-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with agenda.
Motion Carried 4-0

C19-19-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that council move into a closed session of committee of the whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing land related matter. Motion Carried 4-0

C19-19-05 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to an open session of council to proceed with the agenda.
Motion Carried 4-0

C19-19-06 Moved by Mayor Potoroka, seconded by Councillor Johnson that council approve the variance request #19-112 for the 8'10" setback between new construction and historic

house; 8' setback between the new construction and the shed; and the 6' 10" setback between the porch and historic house.
Motion Carried 4-0

Agenda Item: Adjourn

C19-19-07 Moved by Mayor Potoroka, seconded by Councillor Johnson that council meeting #C19-19 be adjourned at 8:09p.m. with the next regular meeting of council being October 7, 2019.
Motion Carried 4-0

THE MINUTES OF COUNCIL MEETING C19-19 WERE APPROVED BY COUNCIL RESOLUTION #C19-__-__ AT COUNCIL MEETING #C19-__ OF OCTOBER 30, 2019.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

MINUTES OF COUNCIL MEETING #C19-20 of the council of the City of Dawson held on Monday, October 7, 2019 at 7 p.m. in the City of Dawson Council Chambers.

PRESENT: Mayor Wayne Potoroka
Councillor Natasha Ayoub
Councillor Stephen Johnson
Councillor Bill Kendrick
Councillor Molly Shore

ALSO PRESENT: CAO Cory Bellmore
A/EA Amanda King
A/CDO Libby MacPhail

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C19-20 to order at 7 p.m.

Agenda Item: Agenda

Agenda item 4(a) removed from agenda.

C19-20-01 Moved by Mayor Potoroka, seconded by Councillor Shore that the agenda for council meeting # C19-20 of October 7, 2019 be adopted as amended.
Motion Carried 5-0

Agenda Item: Adoption of the Minutes

a) Council Meeting Minutes C19-17 of September 9, 2019

C19-20-02 Moved by Councillor Shore, seconded by Mayor Potoroka that the minutes of council meeting #C19-17 of September 9, 2019 be approved as presented.
Motion Carried 5-0

b) Council Meeting Minutes C19-18 of September 23, 2019

C19-20-03 Moved by Mayor Potoroka, seconded by Councillor Shore that the minutes of council meeting #C19-18 of September 23, 2019 be approved as presented.
Motion Carried 5-0

Agenda Item: Business Arising from Minutes

Council requested an update regarding the Barry Fargey jersey. CAO informed Council the matter was going to a Recreation Board meeting for discussion and would provide update. Council asked that it be dealt with outside of the Recreation Board if it had not yet been addressed.

Council asked if all the neighbours concerned had been contacted regarding the Block 5, Days Addition matter. CAO to provide update.

Council asked if administration had reached out to Mr. Shore regarding the revegetation plan and grading of his property. CAO informed Council of the current work on the re-sloping of the hump, however, the area sustained a major line break emergency which pushed back the potential work of the revegetation plan.

Agenda Item: Financial and Budget Reports

- a) 2019 Accounts Payable Report #19-19 RE: Cheques #54242 – 54291

Further information	Cheque #	Vendor Name
"Flashes" for Fire Dept	54257	Derks
Trails – still working on signage	54265	Groundswell Industries
Repair work on piping – not part of Contract for upgrades. Council requested a total pool update report	54275	Master Pools Alta Ltd
Office cooler bottles	54279	Pop Stop Etc.
Boardwalk replacement	54284	Sunnydale Landscaping
Confined Space course	54289	Yukon College

- C19-20-04** Moved by Mayor Potoroka, seconded by Councillor Shore that council acknowledges receipt of the Accounts Payable Report #19-19 RE: Cheques #54242 – 54291; provided for informational purposes.
Motion Carried 5-0

- b) 2019 Accounts Payable Report #19-20 RE: Cheques #54292 – 54353

Further information	Cheque #	Vendor Name
Council highlighted the cost of garbage pickup vs. the cost of recycling	54313	Ed Repair & Services

- C19-20-05** Moved by Councillor Shore, seconded by Councillor Johnson that council acknowledges receipt of the Accounts Payable Report #19-20 RE: Cheques #54292 – 54353; provided for informational purposes.
Motion Carried 5-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

- a) Request for Decision RE: Lot 40, Dome Subdivision Expired Agreement

- C19-20-06** Moved by Councillor Johnson, seconded by Councillor Shore that Council enter into a signed amendment with the existing purchaser of Lot 40, Dome Subdivision, requiring the building requirement to be fulfilled by March 31, 2020.
Motion Carried 5-0

- b) Request for Decision: Lot 33, Dome Subdivision Caveat Removal

- C19-20-07** Moved by Councillor Shore, seconded by Councillor Kendrick that council direct administration to remove the caveats and restrictive covenants from Dome Lotteries I & II from the Land Titles
Carried 5-0

c) Request for Decision RE: AMFRC Concession Services Award

Council requested administration have a discussion with Triple J Hotel regarding their plan for waste removal and waste diversion.

Council requested that a discussion regarding waste diversion going forth for City RFPs, contracts and operators be added to the next Committee of the Whole meeting.

C19-20-08 Moved by Councillor Johnson, seconded by Councillor Shore that Council direct administration to enter into a lease agreement with Triple J Hotel for the provision of Concession Services at the Art & Margaret Fry Recreation Centre for a monthly lease rate of \$900/month year one, \$925/month year two and \$950/month year three.
Carried 5-0

d) Request for Decision RE: Schedule Change RE: Council and Committee of the Whole Regular Meeting Dates

C19-20-09 Moved by Mayor Potoroka, seconded by Councillor Johnson that council reschedules regular meeting dates of council and committee of the whole from Mondays to Wednesdays for the remainder of 2019, effective the week of October 21st, and continue on Wednesdays in the 2020 calendar.
Carried 5-0

e) Proposed Resolution RE: Climate Change

C19-20-10 Moved by Mayor Potoroka, seconded by Councillor Kendrick that

WHEREAS human-generated climate change is an indisputable, scientifically proven reality, and

WHEREAS climate change affects everyone, with northerners particularly susceptible to its impacts, and

WHEREAS greenhouse gas emissions from fossil-fuel combustion is a leading cause of climate change, and

WHEREAS it's up to everyone to respond to the challenge of climate change and all citizens of the City of Dawson are encouraged to find ways to do, and continuing doing, their part in reducing their environmental footprint and greenhouse gas emissions.

THEREFORE BE IT RESOLVED that the City of Dawson Council directs the following:

As part of the upcoming budget-planning process, the CAO determines the municipality's annual fuel consumption, in litres, and advise how the City of Dawson will reduce that number by at least 3% in 2020 and track the financial savings.

As part of the upcoming budget-planning process, the CAO determines the municipality's annual electricity consumption and advise how the City of Dawson will reduce that number by at least 3% in 2020 and track the financial savings.

As part of the upcoming budget-planning process, the CAO prioritizes at least one of Council's climate-change ideas generated as part of the climate-strategy planning process and ensure it is in the 2020 budget presented to Council.

That any municipal carbon-tax rebates received from, at a minimum, 2020 to 2025 be directed to a reserve fund with the express purpose of paying for municipal initiatives

aimed at limiting environmental impacts and reducing greenhouse gas emissions and that the CAO advise before September 30, 2020, on how that money will be accessed by departments.

That managers continue the practice of calculating carbon emissions in lifecycle costing of vehicle purchases.

That from now on, authors of briefing notes to Council consider, to the best of their ability, climate and environmental impacts and include that information in the “implications” or “analysis” section of those briefing notes.

That before March 31, 2020, the CAO advises on reasonable changes to the Procurement Policy that would give preference to contractors and service providers who limit greenhouse gas emissions and have a demonstrated commitment to green business practices.

That before March 31, 2020, the CAO and managers complete the FCM climate-adaption maturity scale tool and the greenhouse gas emissions reduction maturity scale and report the results back to Council.

That the City of Dawson continue to be a willing and engaged partner in implementing the Yukon’s Climate Change Strategy.

That water coolers be removed from all City of Dawson buildings and compost-collection containers be introduced.

That the Mayor write a letter to the Yukon Government Community Services Minister (and forward it to Council) on the first of every month until petroleum hydrocarbon containers are included in the Designated Material Regulations and petroleum products are considered as an item for Extended Producer Responsibility.

Carried 5-0

f) Request for Decision RE: Community and Recreation Grants

Mayor Potoroka declared conflict, passed the Chair to Deputy Mayor Kendrick and stepped down from council at 8:07 p.m.

- C19-20-11** Moved by Councillor Kendrick, seconded by Councillor Shore that council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$5,500 and Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$3,675.00, and
That Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$1,050.00.
Carried 4-0

Mayor Potoroka rejoined council at 8:15 PM. Deputy Mayor Kendrick passed the chair to Mayor

Agenda Item: Bylaws & Policies

a) *Heritage Bylaw #2019-04 – Second Reading*

Council would like to discuss further at the next Committee of the Whole meeting.

C19-20-12 Moved by Councillor Shore, seconded by Councillor Kendrick that bylaw #2019-04 being the Heritage Bylaw be given second reading.
Motion Carried 5-0

b) *Single Use Plastics Bylaw #2019-10 – First Reading*

Council noted areas they would like to discuss further at Committee of the Whole.

C19-20-13 Moved by Councillor Shore, seconded by Councillor Kendrick that bylaw #2019-10 being the Single Use Plastics Bylaw be given first reading.
Motion Carried 5-0

Agenda Item: Correspondence

C19-20-14 Moved by Councillor Kendrick, seconded by Councillor Johnson that council acknowledge receipt of the following correspondence:
- RCMP, Dawson Detachment, "M" Division – August Policing Report
- Committee of the Whole Meeting Minutes #CW19-23 & CW19-24
For informational purposes.
Motion Carried 5-0

Agenda Item: Public Questions

C19-20-15 Moved by Councillor Johnson, seconded by Councillor Shore that council move to committee of the whole for the purposes of hearing public questions.
Motion Carried 5

C19-20-16 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole revert to council to proceed with agenda.
Motion Carried 5-0

Agenda Item: In Camera RE: Land Related Matter

C19-20-17 Moved by Councillor Shore, seconded by Councillor Kendrick that council move into a closed session of committee of the whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing a land related matter.
Motion Carried 5-0

C19-20-18 Moved by Councillor Shore, seconded by Councillor Johnson that committee of the whole revert to council to proceed with agenda.
Motion Carried 3-0

C19-20-19 Moved by Councillor Shore, seconded by Councillor Johnson that council acknowledges receipt of the Request for Direction RE: Lot 7, Block C, Government Addition: Request to Purchase, and
That council approves Option # 2.
Motion Carried 2-1

Agenda Item: Adjourn

C19-20-20 Moved by Councillor Shore, seconded by Councillor Johnson that council meeting #C19-20 be adjourned at 9:53 p.m. with the next regular meeting of council being October 30, 2019.
Motion Carried 3-0

THE MINUTES OF COUNCIL MEETING C19-20 WERE APPROVED BY COUNCIL RESOLUTION #C19-21-__ AT COUNCIL MEETING #C19-21 OF OCTOBER 30, 2019.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

The City of Dawson
 Cheque Run 19-21
 11/10/2019

Cheque Number	Vendor Name	Cheque Amount		Dept	Detail
54354	Advance North Mechanical	\$321.12	\$179.37	REC	Vehicle R&M
			\$141.75	PS	Tow Svs
			\$321.12		
54355	AGF Investments Inc.	\$708.00		ADM	RRSP Program
54356	Arctic Inland Resources Ltd.	\$1,021.93	\$268.70	PW	Boardwalk Matls
			\$325.40	PW	Boardwalk Matls
			\$73.48	REC	OpSupp
			\$354.35	REC	OpSupp
			\$1,021.93		
54357	Assante In Trust	\$720.00		ADM	RRSP Program
54358	Bellmore, Cory	\$211.12		ADM	Reimbursement on Off Supplies
54359	BHB Mini Storage	\$105.00		ADM	Storage - Archives
54360	Bishop Plumbing, Heating and Refrigeration	\$3,840.37		PW	Recover Refrigerant from Dump Frigs
54361	BMO Nesbitt Burns	\$720.00		ADM	RRSP Program
54362	Bonanza Market	\$280.65	\$86.70	REC	ProgSupplies
			\$102.00	REC	ProgSupplies
			\$91.95	REC	ProgSupplies
			\$280.65		
54363	Brenntag Canada Inc.	\$4,204.43	\$1,041.66	PW	Chemicals
			\$3,162.77	PW	Chemicals
			\$4,204.43		
54364	Bureau Veritas	\$2,553.29	\$908.25	PW	Water Sampling
			\$1,470.00	PW	Water Sampling
			\$175.04	PW	Water Sampling
			\$2,553.29		
54365	Cambrian Credit Union	\$1,115.60		ADM	RRSP Program
54366	Chief Isaac Incorporated	\$1,942.79	\$993.71	ALL	Janitorial Svs
			\$817.83	REC	Janitorial Svs
			\$131.25	REC-PW	Safety Line Communications
			\$1,942.79		
54367	Crain Ventures	\$116.55		REC	Arena-Supply Overloads for Motor Starter
54368	Dauphinee, Mark	\$759.16		PW	Reimbursement-Wesco VFD Screens
54369	Dawson City General Store	\$314.99	\$22.59	ADM	OffSupplies
			\$200.84	REC	ProgSupplies
			\$41.29	ADM	OffSupplies
			\$22.99	ADM	OffSupplies
			\$27.28	REC	OffSupplies
			\$314.99		
54370	Dawson Hardware Ltd	\$1,082.59	\$3.30	REC	OpSupplies-Washers
			\$141.12	REC	Drywall supplies
			\$67.03	REC	OpSupplies-Pool
			\$21.72	REC	OpSupplies-Arena Doors
			\$96.37	ADM	8thAve R&M
			\$27.28	PW	OpSupplies-Solid Waste pad lock, keys
			-\$2.73	PW	Missed Discount
			\$245.69	REC	NonCapEquip-Pump
			\$52.42	PW	Bldg R&M -Tools
			\$11.70	REC	OpSupplies-Hose connector-coupling
			\$2.92	REC	OpSupplies-Bushing
			\$54.98	PW	OpSupplies
			\$6.57	PW	OpSupplies-Wtr Service
			\$51.00	PW	OpSupplies
			\$7.17	REC	OpSupplies-Hasp
			\$21.49	PW	OpSupplies-Bolts
			\$40.61	PW	Bldg R&M -Tools
			\$8.88	REC	OpSupplies
			\$20.87	PW	OpSupplies
			\$26.72	PW	OpSupplies-Blades
			\$9.44	PW	OpSupplies-Caulk Gun
			\$17.94	REC	OpSupplies-Tape
			\$37.79	ADM	Bldg R&M -Thermostat
			\$3.37	PW	OpSupplies-Bolts
			\$17.00	PW	HvyEquip R&M - Coolant
			\$24.14	PW	OpSupplies-Bldg R&M
			\$3.58	PW	OpSupplies-Funnel
			\$18.89	REC	OpSupplies
			\$18.89	REC	OpSupplies-Knife
			\$16.53	PW	OpSupplies-Anti-Seize
			\$9.91	REC	OpSupplies-Hose End
			\$1,082.59		

54371	Diamond Municipal Solutions	\$9,202.00	\$8,976.25	ADM	On Site Consulting-N.Hitchcock
			\$225.75	ADM	IT Support Svcs
			\$9,202.00		
54372	Grenon Enterprises Ltd.	\$23,310.02	\$2,730.00	PW	ContSvs-Roads
			\$236.25	PW	ContSvs-SWR
			\$12,253.50	PW	Winter Sand Mix
			\$105.00	PW	ContSvs-Quigley Outhse Pump Out
			\$7,985.27	PW	Water Delivery
			\$23,310.02		
54373	Hamilton, Dr. Jordan	\$150.00		PS	Pro Fees
54374	Investors Group Financial Services Inc	\$1,650.04		ADM	RRSP Program
54375	ivari	\$950.00		ADM	RRSP Program
54376	Kirby, Lisa	\$522.13		ADM	Travel Reimbursement
54377	Klondike Business Solutions	\$2,992.59		ADM	Printer
54378	Klondike Institute of Arts & Culture	\$387.63		REC	Youth Art
54379	Klondike Sun Newspaper	\$1,438.50	\$582.75	ADM	Advertising
			\$52.50	ADM	Advertising
			\$168.00	ADM	Advertising
			\$582.75	CABLE	Advertising
			\$52.50	CABLE	Advertising
			\$1,438.50		
54380	Lawson Lundell LLP	\$207.38		ADM	Pro Fees
54381	MacDougall, Megan	\$347.70		REC	Travel Reimbursement
54382	Manitoulin Transport	\$437.40	\$47.46	ADM	Freight-Staples
			\$389.94	PW	Freight-Pump
			\$437.40		
54383	Kim A McMynn Ind Accounting Contractor	\$9,720.90		ADM	Pro Fees
54384	Nordique Fire Protection	\$608.97		PS	SafetySupp-Hazmat Coveralls
54385	Northern Industrial Sales	\$1,431.18	\$43.30	PW	OpSupplies
			\$519.90	REC	Janitorial Supplies
			\$9.01	PW	OpSupplies-Rubber Tie Downs
			\$279.17	REC	Janitorial Supplies
			\$0.90	REC	OpSupplies
			\$21.71	PW	OpSupplies-CM Adaptor
			\$51.01	PW	SafetySupp-Fire Extinguisher
			\$107.06	PW	OpSupplies-StretchWrap
			\$227.43	PW	SafetySupp-Gloves
			\$39.74	PW	HvyEquip R&M
			\$40.58	PW	SafetySupp-Gloves & Eyewear
			\$91.37	PW	OpSupplies
			\$1,431.18		
54386	Northern Superior Mechanical	\$1,034.38	\$23.28	REC	OpSupplies-Arena
			\$5.36	REC	OpSupplies-Pool
			\$24.47	REC	OpSupplies-Pool
			\$0.63	REC	OpSupplies-Pool
			\$59.66	PW	HvyEquip R&M
			\$5.88	PW	HvyEquip R&M
			\$49.55	PW	HvyEquip R&M
			\$253.28	PS	HvyEquip R&M
			\$197.04	PW	Vehicle R&M
			\$415.23	PW	HvyEquip R&M
			\$1,034.38		
54387	Northlands Water & Sewer Supplies Ltd.	\$8,684.55	\$5,519.85	PW	C4 System Maintenance
			\$1,428.00	PW	Install Matls
			\$1,736.70	PW	Install Matls
			\$8,684.55		
54388	Raven's Nook	\$344.40		PW	Safety Gear
54389	Robert Service School	\$53.50		REC	Keys
54390	Scotia Securities	\$3,064.80		ADM	RRSP Program
54391	Simplii Financial	\$140.00		ADM	RRSP Program
54392	Sunnydale Landscaping	\$1,350.80	\$378.00	PW	ContSvs-Brdwalks York St. Lift Stn
			\$972.80	PW	ContSvs-Landscaping Front St Well Area
			\$1,350.80		
54393	Thyssenkrupp Elevator	\$143.24		ADM	ADM Bldg R&M - Elevator
54394	Total North Communications Ltd	\$587.75			IT Network support/monitoring
54395	Trinus Technologies Inc.	\$4,081.09	\$2,632.61	ADM	IT Support
			\$1,448.48	ADM	IT ContSvs-ServAgreemt
			\$4,081.09		
54396	Tr'ondök Hwöch'in	\$418.85		REC	Canning Workshop-Veggies
54397	Tsunami Solutions - 61267	\$170.10		REC-PW	Safety Line Communications
54398	Valley Traffic Systems	\$1,951.95		PW	Signage
54399	Yukon Government-Finance	\$111,020.00	\$3,500.00	PW	ProjRecovery
			\$107,520.00	ADM	WWTP O&M 191001-20200331
			\$111,020.00		
54400	Air North	\$304.42	\$97.00	PW	Freight-Wtr Samples
			\$66.76	PW	Freight-Fusion Ftgs
			\$80.41	PW	Freight-Wtr Samples
			\$60.25	PW	Freight-Wtr Samples
			\$304.42		

Report to Council



For Council Decision For Council Direction For Council Information

AGENDA ITEM:	Council Appointments	
PREPARED BY:	Cory Bellmore, CAO	ATTACHMENTS: ▪
DATE:	October 23, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: <ul style="list-style-type: none">▪ <i>Recreation Board Bylaw #01-02</i>▪ <i>Community Grants Policy #16-01</i>▪ <i>Heritage Advisory Committee Bylaw #09-06</i>		

RECOMMENDATIONS

THAT council hereby

- reappoints Catherine McCrystal, Peter Menzies and Dawn Kisoun to the Recreation Board with a term expiring October 31, 2021
- reappoints Paul Derry to the Community Grants Committee with a term expiring October 31, 2020, and Glenda Bolt to the Community Grants Committee with a term expiring October 31, 2021
- Reappoints Dylan Meyerhoffer, Angharad Wenz and Eve Dewald to the Heritage Advisory Committee with a term expiring September 30, 2021, and appoints Megan Gamble to the Heritage Advisory Committee with a term ending September 30, 2020.

ISSUE / PURPOSE

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

BACKGROUND SUMMARY

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

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Subdivision Application #19-111: Lot 19 Callison Subdivision	
PREPARED BY:	Libby Macphail, Acting CDO	ATTACHMENTS: 1. Applications & Supporting Documentation
DATE:	September 16, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw	

RECOMMENDATION

It is respectfully recommended that Council:

1. Grant subdivision authority to subdivide Lot 19 Callison Subdivision, subject to the following conditions:
 - 1.1. Application successfully passes through a public hearing.
 - 1.2. The applicant submits a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
 - 1.3. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 1.4. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.

ISSUE

The applicant has submitted a Subdivision Application for Lot 19, Callison Subdivision. The applicant is requesting to subdivide their industrial lot into two lots.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Comments

Comments were received from the Public Works Superintendent regarding the southernmost access point. The access point needs to be maintained at a minimum distance of 6 m from the corner of the lot to maintain sight lines. Administration confirmed with the applicant that this minimum distance would be maintained. Distances from both southern corners are currently maintained at 20 m.

Municipal Act

The Municipal Act s. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. Access to a highway is achieved for both parcels using existing access points to Callison Way.

S. 319 stipulates that a subdivision approval may be valid for a period of up to twelve months. If the applicant has not provided proof that the conditions of approval have been met, under the Act approval is

void. The applicant can request an extension of a further twelve months, which may be granted in whole or in part, at the discretion of the approval authority.

Subdivision Bylaw

Subdivision Control By-Law S3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The Analysis/Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.


Official Community Plan

The existing titled property is currently designated as MU – Mixed Use. Uses associated with this designation primarily include a range of commercial and industrial structures. Therefore, the subdivided lot would be required to retain the same designation. Any new use or development on the proposed lots would be required to conform to the OCP designation.

Zoning Bylaw

The subject property is currently designated as Industrial (M1). The Zoning By-Law is intended to implement the goals of the OCP. Therefore, the M1 designation is intended to permit industrial activities that provide industrial services, light manufacturing, warehousing and storage. Examples include contractor services, processing of raw materials, commercial storage, service stations, etc. As a contractor service, the use of the land is compatible with the permitted use of the land, and no changes are proposed or required.

A zoning assessment was also conducted on the property, and no outstanding issues were noted. The existing house is being used as a Residential Security Unit as there is an accompanying business on the lot (Ganter Diesel Solutions Inc., Business License No. 000456) and the primary use is contractor services. All structures on the lot are compliant with the zoning bylaw and do not impact the subdivision. Therefore, administration is comfortable recommending approval of this subdivision.

APPROVAL	
NAME: Cory Bellmore, CAO	SIGNATURE: 
DATE:	



THE CITY OF DAWSON

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

OFFICE USE ONLY	
APPLICATION FEE:	250 + GST
DATE PAID:	August 20 nd
PERMIT #:	19-111

33541

SUBDIVISION/CONSOLIDATION APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES AND SUBMISSION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

CIVIC ADDRESS: 90 CALLISON WAY VALUE OF DEVELOPMENT: _____

EXISTING USE OF LAND / BUILDINGS: COMMERCIAL RENTAL

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development, including the legal description (lot, block, estate, plan) of each part to be subdivided/consolidated.

LOT 19, PLAN 81971.
SUBDIVIDE THE EXISTING LOT INTO 2 LOTS.
ONE WOULD BE THE PARCEL THAT IS NOW FENCED
THE SECOND WOULD BE REMAINDER OF EXISTING LOT.

APPLICANT INFORMATION

APPLICANT NAME(S): JONATHAN GANTER

COMPANY NAME: GANTER DIESEL SOLUTIONS INC.

MAILING ADDRESS: P.O. BOX 1500, DAWSON CITY, YT. POSTAL CODE: Y0B 1G0

EMAIL: jonathanganter@hotmail.com FAX #: _____

PHONE #: 780-289-4989 ALTERNATE PHONE #: _____

OWNER INFORMATION

OWNER NAME(S): _____

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ FAX #: _____

PHONE #: _____ ALTERNATE PHONE #: _____

It is the responsibility of the applicant to ensure that all plans conform to the provisions of the City of Dawson Zoning Bylaw and applicable territorial and federal legislation.

FURTHER INFORMATION

ACCESS: Does the proposed development require additional access to any public road or highway? If yes, please name the road and describe the location of the proposed access.

WATER: Is the land situated within 0.5 miles of a river, stream, watercourse, lake or other permanent body of water, or a canal or drainage ditch? If yes, please name the body of water and describe the feature.

N/A.

TOPOGRAPHY: Describe the nature of the topography of the land (flat, rolling, steep, mixed), the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc. & sloughs, creeks, etc.), and the kind of soil on the land (sandy, loam, clay, etc.).

FLAT LOT, NO VEGETATION, NO WATER.

EXISTING BUILDINGS: Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved:

ONE HOUSE, NOT TO BE DEMOLISHED OR MOVED.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw No. 12-27 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/ WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

19 JULY, 2019.

DATE SIGNED

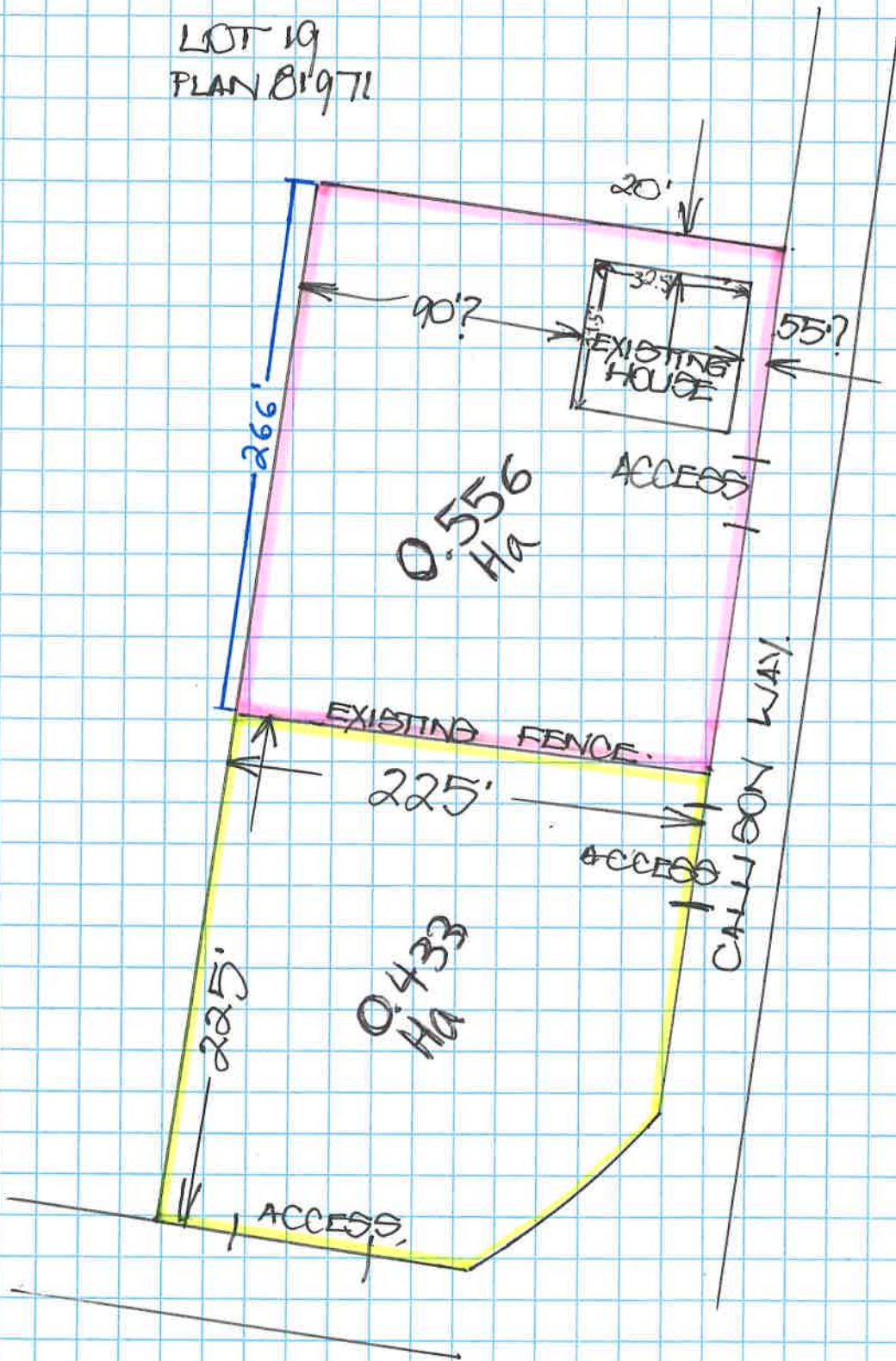


SIGNATURE OF APPLICANT(S)

DATE SIGNED

SIGNATURE OF OWNER(S)

LOT 19
PLAN 81971





THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0
PH: (867) 993-7400, FAX: (867) 993-7434



SUBDIVISION/CONSOLIDATION APPLICATION CHECKLIST

Permit #: 19-111 Applicant Name: Jonathan Gantor
Legal Description: Lot 19 Callison Mailing Address: PO Box 1500

Step	Signature	Date
Completed Application and Supporting Documentation Submitted	LM	Aug 22
Permit Paid, Stamped, and Listed in Permit Database	LM	Aug 22
Pre-Consultation and Zoning Assessment	LM	Aug 22
Public Notice <u>October 10/18</u> <ul style="list-style-type: none"> • Copy of Public Notice emailed to Heather and added to RFD folder • Mailed to affected property owners [], posted at COD office [], posted at Post Office [], COD website [], E-news [], Klondike Sun [] • Circulation to Other Depts (Public Works, Fire, By-Law, Recreation) • Posted at site 		
Public Hearing Date: <u>October 28, 2019</u>	CH	Sept 5
CDO Report	LM	Sept. 19
Permit Decision <ul style="list-style-type: none"> • Council makes decision based on Public Hearing and CDO Report • Letter detailing decision drafted. Letter must include: <ul style="list-style-type: none"> legal description of lands to be subdivided/consolidated written description of subdivision details map outlining approved configuration any conditions imposed by Council explanation of expiry date 		
Permit Filing <ul style="list-style-type: none"> • Original Permit, letter, & supporting documentation in open subdivisions file • Scanned in to CDO Z: drive & Saved in appropriate location • Copy of permit only put in binder • Copy of letter & permit mailed to applicant • Conditions tracked in subdivision/consolidation tracking database 		
Finalization <ul style="list-style-type: none"> • Legal survey received from applicant and filed in land file with original permit, letter, and supporting documentation 		



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0
PH: (867) 993-7400, FAX: (867) 993-7434



SUBDIVISION/CONSOLIDATION APPLICATION CHECKLIST

Permit #: _____ Applicant Name: _____

Legal Description: _____ Mailing Address: _____

<ul style="list-style-type: none">• Copy of survey sent to Protective Services for Civic Addressing		
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THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0

PH: (867) 993-7400, FAX: (867) 993-7434

Zoning Assessment

File Number: 19-111

Date: Aug. 22 and Sept. 10

Zone: M1

Assessment Completed By: Libby M.

1. Application Type

<input type="checkbox"/> OCP Amendment	<input type="checkbox"/> Variance
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Development
<input checked="" type="checkbox"/> Subdivision	<input type="checkbox"/> Other

2. Official Community Plan Designation: MU-Mixed Use
 Does the proposed development meet OCP requirements? yes no unknown

3. Zoning By-Law Designation: M1-Industrial
 Does the proposed development meet ZBL requirements? yes no unknown

4. Heritage Management Plan Designation: Klondike Valley
 Does the proposed development require HAC review? yes no unknown

5. Zone Specific Regulations:

Provision	Permitted	Proposed	Compliant	Variance Required
Permitted Use	<u>res. security unit</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> /N	<u>note 1.</u>
Minimum Parcel Size	<u>0.40 ha</u>	<u>0.556ha, 0.433ha</u>	<input checked="" type="checkbox"/> /N	
Maximum Parcel Size	<u>—</u>	<u>—</u>	Y/N	
Minimum Parcel Width	<u>—</u>	<u>—</u>	Y/N	
Minimum Setback (Front)	<u>20 Ft.</u>	<u>55 Ft.</u>	<input checked="" type="checkbox"/> /N	
Minimum Setback (Side)	<u>20 Ft.</u>	<u>20 Ft.</u>	<input checked="" type="checkbox"/> /N	
Minimum Setback (Side)	<u>20 Ft.</u>	<u>211.5 Ft.</u>	<input checked="" type="checkbox"/> /N	
Minimum Setback (Rear)	<u>20 Ft.</u>	<u>90 Ft.</u>	<input checked="" type="checkbox"/> /N	
Minimum Floor Area	<u>—</u>	<u>—</u>	Y/N	



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P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0

PH: (867) 993-7400, FAX: (867) 993-7434

Maximum Height (Principal)	35 Ft.	16 Ft.	Y/N	
Maximum Height (Accessory)	—	—	Y/N	
Maximum Parcel Coverage	—	—	Y/N	
Maximum Floor Area Ratio (FAR)	—	—	Y/N	
Minimum Off-Street Parking Spaces	—	—	Y/N	
Minimum Setback (Between Principal and Accessory)	—	—	Y/N	
Zone Specific: _____			Y/N	
Zone Specific: _____			Y/N	

6. Notes:

1. Business license #000456 means house can be defined as a res. security unit.



CITY OF DAWSON

PO Box 308, Dawson City, YT Y0B 1G0

BUSINESS LICENSE

Name Ganter Diesel Solutions Inc.
of PO Box 1500
Business Dawson City, YT
 Y0B 1G0

Year	License Number
2019	000456

Issue Date	Expiration Date
1/1/2018	12/31/2019

Description of Business:

Heavy Equipment Field Mechanic

The licensee herein named having paid the prescribed fee is hereby licensed with the City of Dawson to carry on the business stated herein, unless this license is sooner cancelled, suspended or revoked. This license is issued subject to the Business License Bylaw of the City of Dawson now or hereafter in force and any amendments that may hereafter be made to said bylaw during the term of this License.

In the event that any condition of the business has changed (e.g., Address, location, description of business, etc) a new application must be completed and approved by the Licensed Inspector. If the business ceases to operate, you are required to notify the License Inspector in writing immediately. This license is personal and cannot be sold or transferred, except through the City of Dawson, as the bylaws direct.

License Inspector

DISPLAY IN A PROMINENT PLACE

Subdivision/Consolidation Notice Process

Decision Required By: March 22, 2019

Action	Date
1. Notice of a Public Hearing released to public (refer to S.1 below)	OCTO / Oct 18
2. Committee of the Whole	Sept 30
3. Public Hearing (refer to S.2 below)	Oct 28
4. Council	Oct 28

Section 1. Notice of a public hearing.

The notice must be circulated, in the method approved by Council, once a week for two successive weeks. The notice shall:

- a) describe the area affected by the proposed Subdivision;
- b) state the date, time, and place for the public hearing respecting the proposed Subdivision;
- c) include a statement of the reasons for the amendment and an explanation of it.

'Method approved by Council' includes the City of Dawson website, the Klondike Sun, the City and Post Office Bulletin Boards, and written notification as detailed below.

Written notification letters produced by the City of Dawson describing the area affected by the proposed amendment, stating the date, time and place for the public hearing and the reasons for the subdivision and an explanation of it shall be mailed to all properties prior to the public hearing within the following radii of the subject property:

- A) within the Historic Townsite, 100m (328 ft.);
- B) all other areas, 1km (3,281 ft.).

A notification sign shall be placed on the subject property following First Reading until such time as Council has ruled on the application. The sign shall state the details of the subdivision and the date, time and place of the public hearing as well as contact information of the City of Dawson.

The applicant shall allow a sign manufacturer contracted by the City to install the sign on the subject property in a conspicuous location. The applicant shall pay the required fee for the sign as specified in the Fees Bylaw in addition to the application fee.

Section 2. Public Hearing

Before making a decision, Council shall hold a public hearing to hear and consider all submissions respecting the proposed subdivision. The public hearing shall be held not earlier than 7 days after the last date of publication of the notice.

Section 3. Notice Requirements

- Klondike Sun
- Bulletin Board/Post Office
- Website/E-News
- Sign on Property
- Letters
- Public Works



Report to Council

For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	DRAFT Heritage Bylaw	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: 1. DRAFT Heritage Bylaw
DATE:	September 11, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Official Community Plan		

RECOMMENDATION

It is respectfully recommended that Council:

1. Forward Heritage Bylaw 2019-04 to Council for third reading.

ISSUE

The existing Heritage Program is currently challenging to navigate, split between 5 very similar bylaws, and contains outdated programming and interpretation language. Feedback received from HAC and the public indicated that this program required review.

BACKGROUND SUMMARY

In February and March 2019, YG Historic Sites provided funding to review all of the heritage-related bylaws and provide feedback on next steps for improvement to clarity, ease of interpretation, consistency, and removal of duplication. The overall result of this review indicated that the most efficient way to manage the heritage program would be through one bylaw that consolidated the efforts of the current five bylaws. Throughout the June and July, the Heritage Advisory Committee provided feedback on iterations of this DRAFT bylaw and is now satisfied with its contents.

This report does not repeat previous analyses and only discusses the questions raised at the most recent meeting.


ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

S. 4.11- HAC Honorarium

This section was reworded to state that “Each voting member of the Heritage Advisory Committee will be compensated with a monthly honorarium of \$200.00”. This change is to reflect that professional advisory members do not receive the honorarium, as typically these members are compensated through their own work.

Other Amendments

- S. 13.05- the word “heritage” was replaced with the word “historic”, as “heritage” was a typo.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	Oct 4, 2019	



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

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

WHEREAS section 37(1) of the *Historic Resources Act*, RSY 2002, c. 109, and amendments thereto, provides that a municipal council may, by bylaw, designate as a municipal historic site, any site in the municipality that, in the opinion of the council, has sufficient historic significance in accordance with section 15 of the *Act*.

WHEREAS section 15 of the *Historic Resources Act*, RSY 2002, c. 109, and amendments thereto, provides that a municipal council designate any site as a historic site when satisfied that the site is, whether in itself or because of

- a) historic resources or human remains discovered or believed to be at the site, an important illustration of the historic or pre-historic development of the Yukon or a specific locality in the Yukon, or of the peoples of the Yukon or locality and their respective cultures; or
- b) the natural history of the Yukon or a specific locality in the Yukon,

and has sufficient historic significance to be so designated.

WHEREAS section 179 of the *Municipal Act*, RSY 2002, c. 154, section 48(f) of the *Historic Resources Act*, RSY 2002, c. 109, and amendments thereto, provides that a municipal council may establish a committee to advise council on heritage matters.

WHEREAS section 245 of the *Municipal Act*, RSY 2002 c. 154 and amendments thereto, provides that council may by bylaw provide grants as council considers expedient to any person, institution, association, group, government, or body of any kind.

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

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the *Heritage Bylaw*.

2.00 Purpose

2.01 The purpose of this bylaw is to outline:

- (a) The duties and responsibilities of the Heritage Advisory Committee;
- (b) The designation and protection of municipal historic resources; and
- (c) The framework of a Heritage Fund program;



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

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THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (c) "city" means the City of Dawson;
- (d) "council" means the Council of the City of Dawson.
- (e) "designation" means a process of choosing an area or place, parcel of land, building or structure, the exterior or interior portion of a building or structure that is by itself, or by reason containing a historic resource to be a Municipal Historic Site.
- (f) "Development Officer" means the Community Development and Planning Officer or their delegate as appointed by the Chief Administrative Officer (CAO).
- (g) "Heritage Inventory" means a listing of historic resources within the City of Dawson that includes relevant information from the Yukon Historic Sites Inventory (YHSI). The Heritage Inventory is intended to complement, not duplicate, the YHSI.
- (h) "Historic Townsite" means the combined area of the Downtown Heritage Management Area and the Residential Heritage Management Area as defined by the *Zoning Bylaw*.
- (i) "Historic Resource" means a historic site, historic object, or any work or assembly of works of nature or human endeavor listed in the Yukon Historic Sites Inventory.
- (j) "Historic Resources Permit" means a permit issued by the Development Officer to authorize any proposed alteration to a historic resource.
- (k) "Minister" means the Minister of the Yukon Legislative Assembly responsible for the Historic Resources Act.
- (l) "Municipal Historic Site" means an area or place, parcel of land, building or structure, or the exterior or interior portion of a building or structure that is by itself, or by reason of containing a historic resource, designated by Council as a Municipal Historic Site.



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

(m) "Municipal Historic Sites Inventory" means a listing of the Municipal Historic Sites designated by Council.

(n) "Registered Owner" means the individual(s) listed as the owner on the current land titled for the property.

PART II – APPLICATION

4.00 Heritage Advisory Committee Structure and Proceedings

- 4.01 Council shall, by resolution, appoint a minimum of three (3) and a maximum of five (5) voting members to the Heritage Advisory Committee (HAC). Members shall be residents of, or be the registered owner of property/properties in, the City of Dawson but are not required to be Canadian citizens.
- 4.02 Terms for voting members shall be of a two-year period and shall be staggered so that the terms of members end in alternate years. Appointments shall be to terms concluding on September 30th of any given year. Members may be reappointed to succeeding terms.
- 4.03 Members serve at the pleasure of Council.
- 4.04 Where a member of HAC has failed to attend three (3) consecutive HAC meetings without the consent of the chair, HAC may, by resolution, recommend to Council that Council revoke the appointment of such member by resolution.
- 4.05 At the first regular meeting following September 30th in any year, HAC shall, by resolution, appoint a chair and deputy chair for a term not exceeding one year.
- (a) Members may volunteer their names for consideration. If no volunteers come forward, chair and deputy chair shall fall to the two longest-standing members of HAC.
- (b) A chair may serve for more than one successive term.
- 4.06 Council shall appoint up to four (4) heritage professional advisory members to HAC, with one (1) each invited from Tr'ondëk Hwëch'in, Parks Canada, Yukon College, and Government of Yukon.
- (a) Each professional advisory member may appoint an alternate who may participate on their behalf should they be unavailable to attend a meeting.
- (b) The Yukon College professional advisory member should be teaching or studying in a relevant building related field such as carpentry.
- (c) Individuals not affiliated with one of the organizations listed in 4.06 may serve as professional advisory members under the following conditions:
- I. There are currently less than four (4) professional advisory members appointed by Council; and
 - II. The number of voting members appointed to HAC has already reached the maximum of five (5) members.



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

- 4.07 Professional advisory members shall:
- (a) Be non-voting members of HAC with participation in all HAC meetings;
 - (b) Be appointed to a term not exceeding two years, but may be reappointed to succeeding terms; and
 - (c) Serve at the pleasure of Council.
- 4.08 Unless otherwise specified in this bylaw, conduct at meetings shall be in accordance with section 11 the *Council Proceedings Bylaw*, and amendments thereto.
- 4.09 Three (3) voting members of HAC shall constitute a quorum at any meeting.
- (a) If quorum is not present within 30 minutes after the time fixed for a regular or special meeting of HAC, the Development Officer shall ensure the names of members present are recorded and the meeting shall be adjourned until the next regular or special meeting.
 - (b) If a member arrives late, no prior discussion shall be reviewed for that member's benefit except with the unanimous consent of all members present at the meeting.
- 4.10 Members who are in conflict of interest must declare the conflict and step down from the table during discussion and voting for the related agenda item(s).
- (a) Members are considered to be in conflict where they may be perceived as unable to make an unbiased assessment of the matter at hand due to monetary or other tangible benefits relating to:
 - I. The member or the member's immediate family;
 - II. A corporation in which the member is a shareholder, director, or officer;
 - III. A society in which the person is a member, officer or employee; or
 - IV. A partnership or firm of which the person is a member.
 - (b) The withdrawal and return of the member shall be recorded in the minutes.
- 4.11 Each voting member of the Heritage Advisory Committee will be compensated with a monthly honorarium of \$200.00.

5.00 Heritage Advisory Committee Duties & Responsibilities

- 5.01 HAC shall:
- (a) Consider and make recommendations to the Development Officer regarding historic resource permit applications;
 - (b) Consider and make recommendations to the Development Officer regarding heritage aspects of a development permit applications in the historic townsite;
 - (c) Consider and make recommendations to the Development Officer regarding nominations for designation of a Municipal Historic Site based on publicly available evaluation criteria;
 - (d) Provide a list of proposed heritage-related projects once per fiscal year for consideration in the Council annual operating budget process;



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

- (e) Provide feedback and input to the Development Officer to assist with the development and maintenance of a development & heritage guide to provide a consistent framework for decision making; and
 - (f) Other duties as delegated to it by council from time to time.
- 5.02 HAC and its members shall not represent the City of Dawson in a formal or informal capacity unless requested and/or approved by council.
- 5.03 If, after two consecutive meetings, HAC is unable to make a decision on any matter once all information has been received, HAC shall refer the matter to council.
- 5.04 HAC members will be required to attend orientation and ongoing training as recommended by the Development Officer and determined by Council.
- 6.00 Heritage Advisory Committee Meetings**
- 6.01 At the last meeting of each calendar year, HAC shall establish the regular HAC meeting dates for the following year.
- 6.02 All regular meetings shall be scheduled from 7:00pm to 9:00pm. HAC may, by resolution, extend the hours of a regular meeting, not exceeding two periods of thirty (30) minutes.
- 6.03 When the day fixed for a regular meeting of HAC falls on a statutory holiday, the meeting shall be held on the following working day.
- 6.04 The Development Officer may recommend cancellation of a regular meeting if there are no matters referred to HAC.
- 6.05 Notwithstanding s. 6.04 above, HAC shall hold a minimum of one regular meeting per month.
- 6.06 Meetings shall be attended in person wherever possible. A member may participate by electronic means if it is not feasible to attend in person. Electronic participation contributes to the quorum of the meeting.
- 7.00 Heritage Advisory Committee Agendas and Minutes**
- 7.01 Notice for each meeting shall be given in the form of an agenda and meeting package distributed electronically not less than two (2) working days prior to the time of the meeting.
- 7.02 All matters to be considered at a meeting, including development permit and historic resources permit applications, shall be submitted to the Development Officer at least four (4) business days prior to the time of the meeting.
- 7.03 No business other than that stated in the regular meeting agenda shall be heard at that meeting unless all members present pass a resolution unanimously to accept a time-sensitive item.
- 7.04 Upon the meeting being called to order, the following shall be the order of business unless otherwise determined by unanimous consent of the members present at the meeting:



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

- (a) Call to Order
 - (b) Adoption of Agenda
 - (c) Delegations
 - (d) Business Arising from Delegations
 - (e) Adoption of Minutes
 - (f) Business Arising from Minutes
 - (g) Applications
 - (h) Reports
 - (i) Unfinished Business
 - (j) New Business
 - (k) Correspondence
 - (l) Information
 - (m) Adjournment
- 7.05 Delegates may register an interest in a specific topic, in advance, in order to address HAC about the topic, with a speaking time not to exceed ten (10) minutes.
- 7.06 Notwithstanding s. 7.05 above, delegations on standalone topics that are not associated with an application shall be no longer than ten minutes, and may only be accepted if time permits, at the discretion of the Development Officer.
- 7.07 All recommendations shall be approved by a resolution. Reasons and explanations for a resolution shall be outlined in the minutes.
- 7.08 The Chair, or any two members, may call special meetings as deemed necessary, provided that two (2) working days notice be given to all members prior to the meeting.
- 7.09 HAC shall report to Council on a biannual basis.
- (a) The biannual dates shall be determined at the beginning of the calendar year.
- 7.10 HAC may, by resolution, close a meeting to the public if the matter to be discussed is a matter contemplated by section 213(3)(b) of the *Municipal Act*.
- 7.11 The Development Officer shall ensure that minutes of all proceedings are legibly recorded and approved as accurate by resolution at the next regular meeting.
- (a) When approved as accurate, the Development Officer shall forward the minutes to Council as information.
- 8.00 Municipal Historic Sites**
- 8.01 Council may either, on its own motion, or upon nomination by any person or group of persons, designate any site as a Municipal Historic Site when it has determined, in its opinion, that the site is an important illustration of the historic development of the Klondike Valley, or the natural history or peoples and cultures of the Klondike Valley Cultural Landscape, as delineated in the *Heritage Management Plan*.



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- 8.02 Designation of site as a Municipal Historic Site under s. 8.01 above must be in compliance with the requirements listed in Part 5 of the *Historic Resources Act* and amendments thereto.
- 8.03 When a person or group of persons wishes to designate a site as a Municipal Historic Site, they shall complete a nomination form and submit it to the Development Officer with the prescribed fee as per the *Fees and Charges Bylaw*.
- 8.04 When the Development Officer receives a nomination to designate a Municipal Historic Site, they shall:
- (a) Assess the application for completeness and accuracy;
 - (b) Present the nomination to HAC for evaluation; and
 - (c) Prepare a report including:
 - I. the recommendations of HAC;
 - II. whether the site meets the requirements of this bylaw and of the *Historic Resources Act*; and
 - III. an overall assessment of the nomination with respect to overall planning considerations.
 - (d) Present the report detailed in s. 8.04(b) above for Council consideration.
- 8.05 Prior to passing a bylaw to designate a Municipal Historic Site under s. 8.01 above, Council will give full consideration of the recommendations provided in the report provided under s. 8.04(b).
- 8.06 A bylaw to designate a Municipal Historic Site shall include, at minimum:
- (a) A legal description of the land to be designated, if available, and/or a written description of the land to be designated;
 - (b) A map delineating the land to be designated;
 - (c) Reasons for designation; and
 - (d) Any specific protection measures or prohibitions as determined necessary by Council.
- 8.07 All transfers or sales of Municipal Historic Sites shall be completed in accordance with S. 51 and 52 of the *Historic Resources Act*.
- 9.00 Heritage Inventory**
- 9.01 Council will maintain an inventory of
- (a) all designated Municipal Historic sites in compliance with S. 55 of the *Historic Resources Act*; and
 - (b) all existing historic resources within the municipality, including sites which have historical significance but which have not been designated by Council as a Municipal Historic Site.



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10.00 Protection of Historic Sites

- 10.01 As per S. 48, 49, and 50 of the *Historic Resources Act*, the Development Officer is appointed by this bylaw to serve as an inspector for the enforcing of this bylaw and the *Historic Resources Act*.
- 10.02 No person shall make, demolish, move, or make alterations to a Municipal Historic Site and/or a site listed on the Heritage Inventory unless such alteration is carried out in accordance with a valid development permit or historic resources permit.
- 10.03 In addition to s. 10.01 and 10.02 above, no person shall carry out an activity that will, in the opinion of HAC, alter the character defining elements of a Municipal Historic Site, without a resolution by Council indicating approval.
- 10.04 Upon receipt of an application for a development permit or historic resources permit for an activity that may alter the historic character of a non-designated site listed on the Heritage Inventory, HAC may recommend that the Development Officer bring the application forward to determine if Council wishes to commence the process for designation as a Municipal Historic Site.

11.00 Historic Resources Permit

- 11.01 A historic resources permit is required for any proposed exterior alterations and/or alterations of a character defining element of a Municipal Historic Site and/or to a site listed on the Heritage Inventory that does not meet the threshold for a development permit as defined in the sections 4.1 and 4.2 of the *Zoning Bylaw*.
- 11.02 Historic resources permit will be assessed and approved by the Development Officer, with recommendations from HAC, in accordance with the following, as applicable:
- (a) Development & Heritage Guide;
 - (b) *Design Guidelines for Historic Dawson*;
 - (c) *Standards and Guidelines for the Conservation of Historic Places in Canada*;
 - (d) *Heritage Management Plan*;
 - (e) *Zoning Bylaw*; and
 - (f) Statement of significance and character defining elements.

12.00 Heritage Fund

- 12.01 As per the *Reserves Fund Bylaw* Appendix A, the Heritage Fund may be used to assist with the following:
- (a) Restoration, enhancement, or renovation of Municipal Historic Sites and sites listed on the Heritage Inventory;
 - (b) Acquisition, by the City of Dawson, of Municipal Historic Sites and sites listed on the Heritage Inventory for heritage conservation/restoration purposes;



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- (c) Provision of financial assistance to owners or lessees of Municipal Historic Sites and sites listed on the Heritage Inventory for restoration, enhancement, or renovation of the site;
 - (d) Research to aid with interpretation of the culture and history of the Klondike Valley Cultural Landscape;
 - (e) Development of interpretive media such as signage, panels, or tours;
 - (f) Increasing public awareness of historic resources and heritage management of the City; and
 - (g) Other heritage purposes as specified by the resolution of Council.
- 12.02 Council shall transfer revenues from historic resources permits and Municipal Historic Site nominations to the Heritage Fund.
- 12.03 The Heritage Fund may be accessed by two project types:
- (a) Municipal projects, not exceeding a value of \$5,000 per fiscal year, that have been identified by HAC but have not been allocated budget funding; and
 - (b) Private projects that have proceeded through the Heritage Incentive application process as outlined in s. 13 of this bylaw.
- 12.04 Where HAC wishes to propose a project that meets the requirements for withdrawal from the Heritage Fund as per s. 12.01 and s. 12.03(a) above, HAC shall work with the Development Officer to devise a scope of work to be considered by Council. Municipal projects accessing the Heritage Fund will only be considered after the Heritage Incentive intake each year.
- 12.05 With respect to s. 12.03 above, Council shall hear project proposals for the Heritage Fund and may decide to:
- (a) Approve the project and transfer the full requested amount out of the Heritage Fund;
 - (b) Approve the project with minor changes transfer a full or partial amount out of the Heritage Fund;
 - (c) Request that changes are made to the project scope and returned with an updated proposal; or
 - (d) Decline the project because it is not eligible and/or is not deemed a project priority.
- 13.00 Heritage Incentives**
- 13.01 Registered owners or lessees (with written authorization from the registered owner) of a Municipal Historic Site or a site listed on the Heritage Inventory may apply to the Heritage Fund as per s. 12.01 above.
- 13.02 Eligible restoration, enhancement, or renovation costs for Tier I and II incentives include the following:
- (a) Repair or replacement of roofs or foundations;
 - (b) Sealing to weather;
 - (c) Stabilization and/or installation of additional bracing;



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- (d) Repair or reproduction of doors and windows;
 - (e) Repair or replacement of cladding;
 - (f) Returning the exterior to its original appearance as per photographic evidence or other research as appropriate;
 - (g) Painting, where it can be demonstrated as a conservation activity;
 - (h) Interpretive signage and/or other publicly available interpretive media;
 - (i) Alterations that bring a structure into compliance with current bylaws in order to resolve a legal non-conforming status but do not impact the heritage values or character defining elements;
 - (j) Procurement of materials to undertake any of the above; and
 - (k) Procurement of skilled labour to undertake any of the above.
- 13.03 Non-eligible projects include the following:
- (a) Projects where a government is the applicant;
 - (b) Cyclical repair such as cosmetic repainting and landscaping;
 - (c) Private purchase of land or structures;
 - (d) Projects that have already commenced or are already complete;
 - (e) Projects on properties that have received funding under this bylaw within the last five (5) calendar years;
 - (f) Restoration or redevelopment that does not conform with the *Zoning Bylaw*, *Heritage Management Plan* and the *Design Guidelines for Historic Dawson*; and the *Standards and Guidelines for the Conservation of Historic Places in Canada*. Exceptions may be made for structures that are demonstrated to be legal non-conforming and meet the criteria for alterations to a legal non-conforming structure as per the *Municipal Act*.
 - (g) Projects on properties with outstanding property tax or compliance infractions with respect to any municipal bylaw.
- 13.04 Owners or lessees of a Municipal Historic Site are eligible for a Tier I Heritage Incentive, which constitutes up to 50% of an eligible project to a maximum of \$10,000.
- 13.05 Owners or lessees of a non-designated Historic Resource are eligible for a Tier II Heritage Incentive, which constitutes up to 50% of an eligible project to a maximum of \$5,000.
- 13.06 Tier I and II Heritage Incentives are granted on an annual basis to a combined maximum that is equal to half of the Heritage Reserve Fund or \$20,000 per year, whichever is lesser.
- 13.07 Applications for Tier I and II Heritage Incentives will be considered complete when the following information is submitted to the Development Officer by April 15 of each year:
- (a) Completed application form;
 - (b) Project Proposal detailing:
 - I. Work plan and timeline;
 - II. Rationale for the project;



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- III. Current state of the structure/site (with photographs);
 - IV. Explanation of how the project advances the goals of the *Heritage Management Plan* and preserves the heritage values and/or character defining elements of the site; and
 - V. Explanation of how the project will extend the life of the site and provide heritage value to the broader community;
- (c) Project budget, including details on proposed outside funding sources and ability to finance the project;
 - (d) Detailed drawings showing compliance with the *Zoning Bylaw*, *Heritage Management Plan*, *Design Guidelines for Historic Dawson*, and *Standards and Guidelines for the Conservation of Historic Places in Canada* where appropriate;
 - (e) Historical evidence of the site/structure's original use and features, such as historic photos or museum records; and
 - (f) Written approval from the registered owner of the site (where applicable).
- 13.08 Applications that do not meet all of the criteria listed in s. 13.07 above will not be assessed.
- 13.09 Applications for a heritage incentive will be assessed against the following criteria:
- (a) Whether the application is for a Tier I or II incentive, with Tier I being the highest weighted incentive;
 - (b) The degree of deterioration and necessity of restoration;
 - (c) The financial and technical ability of the applicant to complete the work;
 - (d) Ability of the applicant to access other funding for the project;
 - (e) The clarity, accuracy, and credibility of the project proposal;
 - (f) The degree of benefit to the heritage integrity of the site;
 - (g) The degree of community benefit; and
 - (h) Demonstration of commitment to using design features, materials, and styles that meet the *Design Guidelines for Historic Dawson* and the *Standards and Guidelines for the Conservation of Historic Places in Canada*.
- 13.10 Applicants may, upon request to the Development Officer, speak as a delegate to HAC to explain and get feedback on their proposal prior to formal submission of an application for a Heritage Incentive.
- 13.11 Council shall, upon the recommendation of HAC, determine by resolution whether an application, or any part thereof, should be:
- (a) Fully approved;
 - (b) Partially approved;
 - (c) Approved with additional conditions; or
 - (d) Denied.
- 13.12 Successful applications will be required to enter into a Contribution Agreement with the City of Dawson, detailing at minimum, the following conditions:



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- (a) The proposed project shall not commence until the proponent has obtained a valid development permit and/or historic resources permit, as applicable.
- (b) Funds will be released upon the completion of the project based on a site visit conducted by the Development Officer to confirm that the work has been completed to the specifications detailed in the plans submitted;
- (c) Confirmation that any applicable territorial permits have been approved and closed;
- (d) The applicant must remain in compliance with all relevant municipal and territorial legislation;
- (e) The Contribution Agreement may be terminated if, in the opinion of the City of Dawson, the applicant fails to comply with any conditions of the Agreement;
- (f) Any project-specific conditions as identified by the Development Officer, HAC, or Council.

13.13 Receipt of an incentive through another funding opportunity does not change the eligibility of a project under this program.

14.00 Penalties

14.01 A development officer may enforce the provisions of this bylaw in accordance with the *Yukon Municipal Act*.

14.02 Any person who does the following commits an offence:

- (a) contravenes, causes, or permits a contravention of this bylaw or a historic resources permit;
- (b) neglects or omits anything required under this bylaw or a historic resources permit;
- (c) fails to comply with an order, direction, or notice given under this bylaw; or
- (d) fails to provide entry for inspection under this bylaw.

14.03 If a development officer finds that a person is committing an offence under this bylaw, the development officer may require the person responsible for the violation to remedy it through a notice of offence order.

14.04 A development officer may issue a notice of offence order to:

- (a) the owner of the property;
- (b) the person in possession of the land or buildings; or
- (c) the person responsible for the offence.

14.05 The notice of offence order must be delivered in person, by registered mail, or by posting the notice in a conspicuous location on the site.

14.06 A notice of offence order shall:

- (a) describe the nature of the violation;
- (b) describe the actions or measures required to remedy the violation, including the removal or demolition of a structure that has been erected or placed;
- (c) state a time within which the person must comply with the directions or the order; and



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- (d) state that if the person does not comply with the directions within a specified time an offence ticket will be issued and/or the municipality will take action or measure at the expense of the person.
- 14.07 Where a person fails or refuses to comply with the notice of offence order, a development officer may take such action as is necessary to enforce the order.
- 14.08 The costs and expenses incurred by the City in carrying out a notice of offence order shall be placed on the tax roll as an additional tax against the property concerned, and that amount shall be collected in the same manner as taxes on the land.
- 14.09 If the corrective measures described in a notice of offence are not completed within the specified time, or if development continues after a permit has been revoked or a fine has been issued, the person to whom the order was issued may be issued an offence ticket by a development officer.
- 14.10 All offence tickets shall be prepared and served in accordance with part 3 of the Yukon *Summary Convictions Act*.
- 14.11 An offence ticket shall be served by registered mail or in person.
- 14.12 Set fines under this section include the following:
- (a) Failure to obtain a historic resources permit - \$250.00
 - (b) Failure to obtain a historic resources permit (second or subsequent offence) - \$500.00
 - (c) Failure to comply with permit conditions - \$250.00
 - (d) Failure to comply with permit conditions (second or subsequent offence) - \$500.00
 - (e) Failure to comply with notice of offence order - \$250.00
 - (f) Failure to comply with notice of offence order (second or subsequent offence) - \$500.00
 - (g) Failure to grant right of entry - \$250.00
 - (h) Failure to grant right of entry (second or subsequent offence) - \$500.00
- 14.13 The costs and expenses incurred by the City in carrying out a notice of offence order shall be placed on the tax roll as an additional tax against the property concerned, and that amount shall be collected in the same manner as taxes on the land.
- 14.14 When a development officer is satisfied that there is a continued contravention of this bylaw and it appears the contravention will not be corrected in a timely manner, the development officer may report such a contravention to Council.
- 14.15 Council may, on finding that any development or use of land or buildings is in contravention of this bylaw:
- (a) direct the development officer to act on the matter;
 - (b) suspend or revoke a development permit with respect to such contravention; and/or
 - (c) apply to the Court for an injunction to restrain such contravention.
- 14.16 A person who fails or refuses to comply with a notice of offence order is liable to sanctions as described in section 343 of the Yukon *Municipal Act*.



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Heritage Bylaw

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- 14.17 In addition to the penalties provided for in this bylaw, a person convicted of an offence may be ordered to remove such development and reclaim the site at that person's own expense.
- 14.18 Should any person owning or occupying real property within the City refuse or neglect to pay any penalties that have been levied pursuant to this bylaw, the development officer may inform such person in default that the charges shall be added to, and shall form part of, the taxes payable in respect of that real property as taxes in arrears if unpaid on December 31 of the same year.

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THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

PART III – FORCE AND EFFECT

15.00 Severability

15.01 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.

16.00 Bylaw Repealed

16.01 Bylaw 09-04, 09-06, 14-12, 15-06, and their amendments are hereby repealed.

17.00 Enactment

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

17.02 This bylaw shall be reviewed every 5 years.

18.00 Bylaw Readings

Readings	Date of Reading
FIRST	July 29, 2019
SECOND	October 30, 2019
THIRD and FINAL	

Original signed by _____

Name of Presiding Officer, Title
Presiding Officer

Name of CAO (or designate), Title
Chief Administrative Officer

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Zoning Amendment No. Bylaw #2019-05	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: Application and Supporting Documentation
DATE:	September 6, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw Heritage Management Plan		

RECOMMENDATION

It is respectfully recommended that Council:

1. Select Option 1 as presented and forward Bylaw 2019-XX: Zoning Bylaw Amendment No. X to Council for First Reading, subject to the following condition:
 - a. The amendment shall not pass third and final reading until the following outstanding issues are resolved:
 - i. Any outstanding HAC conditions are resolved (permit needs to be in ready-to-approve condition).
 - ii. Consolidation Application #19-147 receives subdivision authority from Council.
 - iii. Any public comments and concerns are resolved.

ISSUE

Tr'ondëk Hwëch'in has submitted demolition and development permit applications to redevelop their property located at Lot 4 and s ½ 5, Block J, Ladue Estate for the purpose of a new youth centre.

BACKGROUND SUMMARY

The existing structure is an unknown age and was in operation as a learning/youth centre from approximately the mid nineties until 2017, when it was closed due to damage from asbestos-containing material. Hazardous materials abatement was determined to increase the costs of renovations to the extent that it was determined not feasible by Tr'ondëk Hwëch'n Chief and Council.

In looking into all previous iterations of the Zoning By-Law, the youth centre has not ever been permitted as a use. Therefore, administration was unable to confirm that the Youth Centre was legally non-conforming. As well, according to the Municipal Act S. 301(1), because the use has been discontinued longer than 12 months, the "land or building or other structure must conform with the official community plan and zoning bylaw then in effect". For this reason, it was determined that the proposed development requires a zoning bylaw amendment.

ANALYSIS / DISCUSSION

Municipal Act

S. 288(2) of the *Municipal Act* states that "a council must not adopt a zoning bylaw, or an amendment to a zoning bylaw, that is not consistent with an official community plan". Therefore, this report will consider whether the proposed amendment is consistent with the Official Community Plan. Further, sections 294-296, in concert with s. 17.5 of the Zoning Bylaw, outline the specific process required for public consultation

with respect to a zoning bylaw amendment. Therefore, should approval be recommended, a public hearing will be held after first reading and prior to second reading. Should legitimate concerns be raised with this application, it will be returned to Committee of the Whole for further discussion prior to being forwarded to second reading.

Official Community Plan

The land use designation for the subject property is Downtown Core, which is intended to support a broad range of uses, including those that support the cultural and community needs of residents and visitors. Further, s. 6.3.2 indicates that area characteristics of the Downtown Core “may include institutional buildings”. For these reasons, a new youth centre at this location is appropriate and compatible with the land use designations outlined in the Official Community Plan.

Further, several long-term goals and implementation approaches detailed in the OCP could also support this proposed use. First, two Land Use Concept Long Term Goals include to “promote safety and compatible land uses” and to “promote appropriate development of the Historic Townsite”. Occupying a building with known asbestos contamination is a safety issue, therefore the development of a new youth centre would be promoting safety in the community. This proposal also promotes compatible land uses as described above. Details about compatibility will be discussed in the ‘Further Considerations’ sub-section below. Given its location in the Historic Townsite, redevelopment of this lot in an appropriate manner is considered an OCP priority, and Council should, using the contents of this report, decide if the proposed development is an appropriate use of the land.

S. 8.2 Economic Development Implementation Approaches states that Council should “support the development of high-quality recreational opportunities for youth and childcare as a means of retaining families in the community”. While a youth centre is not specifically a recreational opportunity, a safe space for youth to engage in age-appropriate activities and access support is a meaningful and critical component of community wellbeing and could definitely impact the ability (or lack thereof) of a community to retain families over the long term. Finally, s. 14.2 Municipal Infrastructure Implementation Approaches states that Council should “prioritize the development of vacant or underutilized lands in the Historic Townsite over extending services into new areas in order to utilize existing infrastructure in a more efficient manner”. While not approving this application would not be inherently contrary to this implementation approach, redevelopment of underutilized lands is a common strategy for reducing the requirement to expand infrastructure, and the proposal to redevelop the subject property is compatible with this approach.

Zoning Bylaw

Administration assessed the redevelopment application and determined that the youth centre fits within the definition of a “community recreation facility”, which is defined as “land or premises used for recreational, social, or multi-purpose use. This facility is primarily intended for local community purposes”. A community recreation facility is currently only a permitted use in the P2: Institutional zone. The C1: Core Commercial allows for a “recreation facility”, which is slightly different, defined as “a public or private recreational facility including, but not limited to, arenas, athletic fields, driving ranges, golf courses, outdoor rinks, stadiums, and tennis courts”. The intent between these definitions is relatively clear: a community recreation facility is intended to encompass a broad range of community uses, whereas a recreation facility is intended to be related to athletic uses rather than ‘softer’ social community uses.

Based on this assessment, the youth centre is not currently permitted to be developed on the subject property, and the zoning bylaw must be amended in order to allow the development to proceed. The development permit application was also assessed based on the minimum zoning requirements for a C1 zone, and several issues were identified. First, the lot is actually a lot and a half (Lot 4 and S ½ 5). The proponent has submitted a consolidation application for this lot, and the zoning bylaw amendment should not pass third reading until Council has given subdivision authority for this consolidation. Second, the applicant has not provided side setback information. This is not a crucial detail given that the side-yard setbacks in a C1 zone are 0 feet, however for records management purposes and development permit

assessment purposes, administration requests that this information must be provided for the application to be considered fully assessed.

Heritage Management Plan

Development Permit Application #19-110 has been assessed by HAC. The application was assessed against the Character Defining Elements (CDEs) for the Downtown Character area, the Infill Guidelines of the Heritage Management Plan, and the Design Guidelines for Historic Dawson. HAC has tabled this application to allow the proponent to submit revised drawings. The Zoning By-Law Amendment should not pass third reading until revised drawings have been received and approved by HAC.

Further Considerations

The subject property is located on Second Avenue, in a reasonably moderate-traffic location on the same block as a wide range of existing established commercial uses such as KIAC, Bonanza Market, Peabody's Photo Parlour, the Red Mammoth Café, and the Drunken Goat Taverna. Further, the scale of development is comparable to surrounding uses at a proposed height of 19 feet. Therefore, administration does not have any concerns related to land use compatibility with respect the surrounding development in terms of both function and scale of development. The application was circulated for comments in order to assess the impacts upon services, utilities, and public facilities, and no comments were received.

Options

Option 1. Text Amendment – Add Community Recreation Facility to C1: Permitted Uses. This option would allow any facility that meets the definition of 'community recreation facility' to operate in a C1 zone.

Option 2. Site Specific Zoning Bylaw Amendment – Create Site-Specific Zone C1A to allow the youth centre to be developed as a community recreation facility as presented, but not add community recreation facility to C1 permitted uses. This is a zoning tool used in other municipalities when the proposed use is deemed to be desirable and compatible at the proposed location, but not generally within the zone.

Option 3. Refuse Amendment – Council could choose this option if they felt that the based on the information provided in the report, the youth centre in this location would not be a desirable or compatible use. S. 17.4 of the Zoning Bylaw states that "when an application for an amendment to this bylaw has been refused by Council, another application for the same, or substantially the same, amendment shall not be submitted within 12 months of the date of the refusal unless Council directs otherwise".

APPROVAL	
NAME: Cory Bellmore, CAO	SIGNATURE:
DATE:	



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 2 Bylaw

Bylaw No. 2019-05

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

WHEREAS section 288 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that a council, within two years after the adoption of an official community plan, or as soon as is practicable after the adoption of an amendment to an official community plan, a council must adopt a zoning bylaw.

WHEREAS section 288 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that no person shall carry out any development that is contrary to or at variance with a 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 Amendment No. 2 Bylaw**

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) An amendment to the Zoning Bylaw commercial zones to include "Community Recreation Facility" as a permitted use.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 2 Bylaw

Bylaw No. 2019-05

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THE CITY OF DAWSON

Zoning Bylaw Amendment No. 2 Bylaw

Bylaw No. 2019-05

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) "Bylaw Enforcement Officer" means a person employed by the City of Dawson to enforce bylaws;
- (c) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (d) "city" means the City of Dawson;
- (e) "Community Recreation Facility" means land or premises used for recreational, social, or multi-purpose use. This facility is primarily intended for local community purposes. Typical uses include community halls, non-profit social clubs, and community centres operated by a residents' association, as described in the Zoning By-Law Section 2.2.
- (f) "council" means the Council of the City of Dawson;

PART II – APPLICATION

4.00 Amendment

4.01 This bylaw amends Section 12.1.1 C1 Zone (Core Commercial); Permitted Uses to include "Community Recreation Facility".

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.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 2 Bylaw

Bylaw No. 2019-05

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	October 30, 2019
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

Original signed by _____

Name of Presiding Officer, Title
Presiding Officer

Name of CAO (or designate), Title
Chief Administrative Officer



THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0
PH: (867) 993-7400, FAX: (867) 993-7434



ZONING BYLAW AMENDMENT APPLICATION CHECKLIST

Permit #: 19-108

Applicant Name: Nick Wozniwski / TH

Legal Description: L.4 Bl. J Ladue

Mailing Address: Box 599

Step	Signature	Date
Completed Application and Supporting Documents Submitted	<i>LM</i>	Sept 4
Permit Paid, Stamped, and Listed in Permit Database	<i>LM</i>	Sept. 4
Perform analysis and prepare report on the proposed amendment & submit a copy of the application, their recommendation, and report to the Council		
Public Notice <ul style="list-style-type: none">• Copy of Public Notice emailed to Heather and added to RFD folder• Mailed to affected property owners [], posted at COD office [], posted at Post Office [], COD website [], E-news [], Klondike Sun []• Circulation to Other Depts (Public Works, Fire, By-Law, Recreation)• Posted at site		
Council 1st Reading		
Public Hearing		
Council 2nd Reading & Council 3rd Reading <ul style="list-style-type: none">• <i>Can occur at the same Council meeting</i>		
Permit Filing <ul style="list-style-type: none">• Original Permit, letter, & supporting documentation in land file• Scanned in to CDO Z: drive & Saved in appropriate location• Copy of permit only put in binder• Copy of letter & permit mailed to applicant		



THE CITY OF DAWSON

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

OFFICE USE ONLY	
APPLICATION FEE:	\$410.00
DATE PAID:	Sept. 4, 2019
RECEIPT #:	19C00005464
PERMIT #:	19-108

AMENDMENT APPLICATION

PLEASE READ THE ATTACHED INSTRUCTIONS, GUIDELINES AND APPLICATION REQUIREMENTS PRIOR TO COMPLETING FORM.

PROPOSED DEVELOPMENT

- Official Community Plan Amendment (OCPA)
 Zoning Bylaw Amendment (ZBA) *Text amendment*
 Joint OCPA/ZBA

APPLICANT INFORMATION

APPLICANT NAME(S): Nick Wozniwski
 MAILING ADDRESS: Box 599 City of Dawson Yukon POSTAL CODE: Y0B 1G0
 EMAIL: Box 599 City of Dawson Yukon PHONE #: 867-993-7100 x 176

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): Tr'ondek Hwech'in
 MAILING ADDRESS: Box 599 City of Dawson Yukon POSTAL CODE: Y0B 1G0
 EMAIL: Box 599 City of Dawson Yukon PHONE #: 867-993-7100 x 176

PROPOSED AMENDMENT

A.) REDESIGNATION/REZONING:
 CIVIC ADDRESS: 936 2nd Ave VALUE OF DEVELOPMENT: _____
 LEGAL DESCRIPTION: LOT(S) 4 BLOCK J ESTATE Ladue PLAN# _____
 PROPOSED AMENDMENT: FROM DESIGNATION: _____ TO DESIGNATION: _____

REASON FOR PROPOSED AMENDMENT: Please provide justification of the proposed amendment.

Text amendment, see next page.



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B.) TEXT AMENDMENT: (Attach additional sheets if required)

DESCRIPTION OF PROPOSED AMENDMENT: Please provide a description of the proposed amendment.

TH is proposing a text amendment of the City of Dawson Zoning Bylaw to add "Community Recreation Facility" to the list of permitted uses in C1 (Core Commercial) for Lot 4 Block J Ladue Estate.

REASON FOR PROPOSED AMENDMENT: Please provide justification of the proposed amendment.

TH is proposing the above text amendment of the City of Dawson Zoning Bylaw in order to permit the construction of a new youth centre. Constructing a new youth centre will provide a permanent home for TH youth programming and offer valuable social services to the community.

The current building on this lot was used as a youth centre until damage to asbestos-containing material caused the building to be condemned; at this point costs required to remove asbestos-containing material and renovate the existing structure are not feasible.

The former youth centre on this lot was apparently non-conforming. Therefore, resuming the use of this lot as a youth centre will require this rezoning application to be approved.

DECLARATION

- I/WE hereby make application for a Development Permit under the provisions of the City of Dawson Zoning Bylaw #2018-19 and in accordance with the plans and supporting information submitted and attached which form part of this application.
- I/WE have reviewed all of the information supplied to the City of Dawson with respect to an application for a Development Permit and it is true and accurate to the best of my/our knowledge and belief.
- I/WE understand that the City of Dawson will rely on this information in its evaluation of my/our application for a Development Permit and that any decision made by the City of Dawson on inaccurate information may be rescinded at any time.
- I/WE hereby give my/our consent to allow Council or a person appointed by its right to enter the above land and/or building(s) with respect to this application only.

I/WE HAVE CAREFULLY READ THIS DECLARATION BEFORE SIGNING IT.

Aug 22 / 2019
DATE SIGNED

[Signature]
SIGNATURE OF APPLICANT(S)

Aug. 22 / 2019
DATE SIGNED

[Signature]
SIGNATURE OF OWNER(S)



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COMPLETE APPLICATION SUBMISSION REQUIREMENTS

An application is not deemed complete until the following information is submitted to the satisfaction of a Development Officer.

- Application Form (completed in full)
- Application Fee as per City of Dawson Fees and Charges Bylaw & Zoning Bylaw
- Site Plan that includes:
 - a north arrow and scale
 - property lines shown and labelled as per the most recent legal survey
 - proposed rezoning/re-designation
 - all easements and rights of way shown and labelled
 - the location and labelling of all abutting streets, lanes, highways, road rights of way, sidewalks, water bodies, and vegetation
 - the topography and other physical features of the subject land
 - 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
 - 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
 - the location of retaining walls and fences (existing and proposed)
 - the location, dimensions, and number of onsite parking areas
 - the location of loading facilities
 - the date of the plan
- Certificate of Title (if owner does not match Assessment Roll)
- Other as required by the CDO: _____

OFFICE USE ONLY

LEGAL DESCRIPTION: LOT(S) _____ BLOCK _____ ESTATE _____ PLAN# _____

ZONING: _____ DATE COMPLETE APPLICATION RECEIVED: _____

TYPE OF APPLICATION: _____

APPLICANT NAME(S): _____

OWNER NAME(S): _____

APPLICATION REJECTED

APPLICATION APPROVED / PERMIT ISSUED

A letter [] has OR [] has not been attached to this permit explaining reasons and/or permit conditions. If a letter is attached, it constitutes a valid and binding component of this permit.

DATE: _____ SIGNATURE: _____



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INSTRUCTIONS AND GUIDELINES

IT IS IMPORTANT TO READ AND UNDERSTAND THE FOLLOWING INSTRUCTIONS PRIOR TO COMPLETING THE APPLICATION FORM. THESE GUIDELINES ARE FOR REFERENCE ONLY. IN THE EVENT OF A DISCREPANCY WITH THE ZONING BYLAW OR OTHER BYLAWS/LEGISLATION, THE BYLAW/LEGISLATION PREVAILS.

1. Bylaw Amendments:

- a) Any person may apply for an amendment to the text of the OCP/ZBL by paying the required application fee, as specified in the Fees and Charges Bylaw, and submitting a written statement that describes and justifies the proposed amendment.
- b) An owner of a parcel in the City, or an authorized agent of an owner, may apply to have the designation of the land amended to another designation.
- c) An application for a re-zoning/re-designation shall be made in writing to the development officer using the form provided and accompanied by the following:
 - a. documentation of ownership;
 - b. a written statement to describe and justify the proposal;
 - c. a map showing the proposed change in the context of adjacent land;
 - d. the necessary processing and advertising fees as set out in the Fees and Charges Bylaw;
 - e. permission for right of entry onto the land by City staff for reasonable inspection; and
 - f. any additional information a development officer may require in order to prepare, evaluate, and make recommendations on the proposed amendment.
- d) A development officer may request the applicant provide an analysis by a qualified professional of the potential impact on land use, traffic, utilities, and other City services and facilities if the amendment proposes an increase in density or other
- e) intensification of use.
- f) An application may not be considered to have been received until all requirements have been submitted to the satisfaction of a development officer.
- g) Notwithstanding these requirements, the application may be considered if, in the opinion of a development officer, it is of such a nature as to enable a decision to be made without some of the required information.
- h) If it appears that the proposed amendment is one that is applicable to most of the persons affected in the area and/or will benefit the City at large, Council may direct that the application fee be returned to the applicant.

2. Review Process

- a. Upon receipt of a completed application for a text amendment or re-zoning, a development officer shall initiate or undertake an investigation and analysis of the potential impacts of development under the proposed zone. The analysis shall be based on the full development potential of the uses and development regulations specified in the proposed zone and not on the merits of any particular development proposal.
- b. The analysis shall, among other factors, consider the following criteria:
 - i. relationship to, and compliance with, the OCP and other approved municipal plans and Council policy
 - ii. relationship to, and compliance with, municipal plans in preparation
 - iii. compatibility with surrounding development in terms of land use function and scale of development
 - iv. traffic impacts
 - v. relationship to, or impacts on, services (such as water and sewage systems or public transit), utilities, and public facilities (such as recreational facilities and schools)
 - vi. relationship to municipal land, rights of way, or easement requirements
 - vii. effect on the stability, retention, and rehabilitation of desirable existing uses, buildings, or both in the area
 - viii. necessity and appropriateness of the proposed text amendment or re-zoning according to the stated intentions of the applicant
 - ix. analysis of any documented concerns and opinions of area residents and land owners regarding the application
- c. Subsequently, the development officer shall:
 - i. prepare a report on the proposed amendment; and
 - ii. submit a copy of the application and the development officer's recommendation and report to Council.
- d. Before approving a text amendment or re-zoning, Council shall comply with the requirements and notification procedures set out in the Act.



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3. Resubmission Interval
 - a. When an application for an amendment to this bylaw has been refused by Council, another application for the same, or substantially the same, amendment shall not be submitted within 12 months of the date of the refusal unless Council directs otherwise.
4. Before a second reading of a bylaw proposing amendments is heard, Council shall hold a public hearing to hear and consider all submissions respecting the proposed amendments.
5. The public hearing shall be held no earlier than seven days after the last date of publication of the notice.
6. A notice must be circulated, in the method approved by Council, once a week for two successive weeks prior to the public hearing.
7. Methods of notice circulation may include the City of Dawson website, local newspapers, the City and Post Office Bulletin Boards, and written notification letters.
8. The notice shall:
 - a. describe the area affected by the proposed amendment;
 - b. state the date, time, and place for the public hearing respecting the proposed amendment; and
 - c. include a statement of the reasons for the amendment.
9. Written notification letters shall be mailed to all applicable properties within the following radii of the subject property prior to the public hearing:
 - a. 100 m (328.1 ft.) for properties within the historic townsite
 - b. 1 km (3,280.8 ft.) for properties in all other areas
10. For amendments proposed for one property, a notification sign shall be placed on the subject property following first reading until such time as Council has ruled on the application.
 - a. The sign shall state the details of the amendment; the date, time, and place of the public hearing; and the City's contact information.
 - b. The sign shall be provided by the City and shall be returned to the City on the day following the public hearing.
 - c. Signs not returned will be subject to an advertising fee equal to the replacement of the sign materials.



August 22, 2019

Libby Macphail
Planning and Development Assistant
City of Dawson
Box 308
Dawson City, YT
Y0B 1G0

Dear Libby Macphail,

RE: Youth Center Development

Tr'ondëk Hwëch'in (TH) is moving quickly ahead with our plans to construct a new community youth center at Lot 4, Block J, Ladue (936 – 2nd Ave). Demolition of the former youth Center has been approved by TH Chief and Council (see attached resolution). Today we have finalized our submissions for the following:

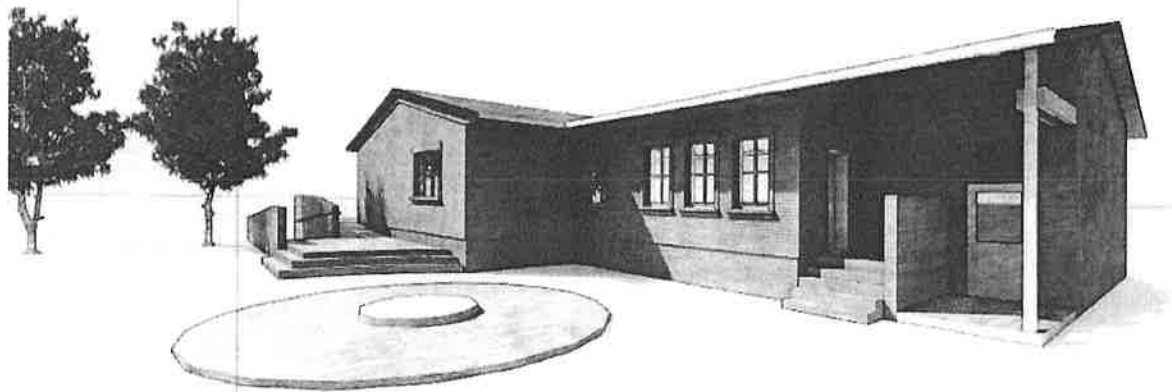
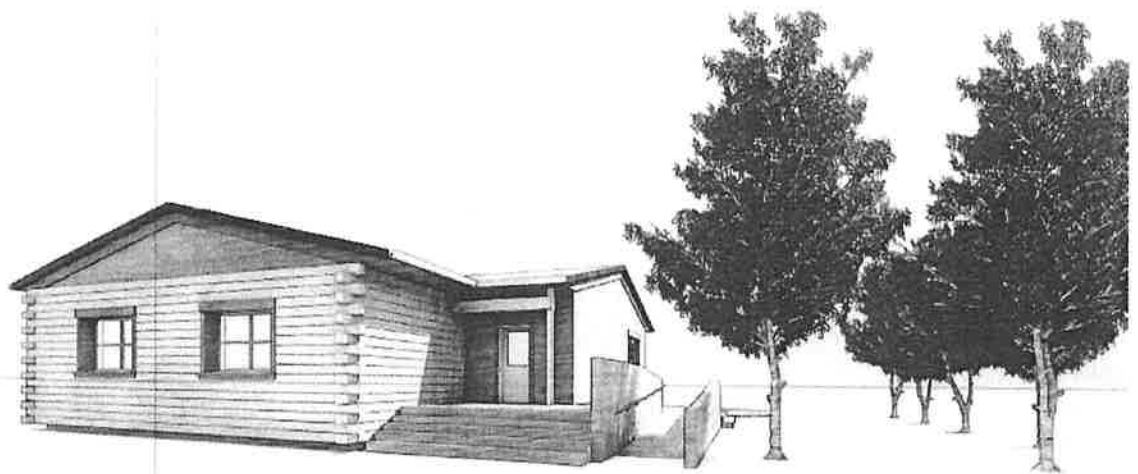
1. Demolition Permit Application
2. Development Permit Application (New Build)
3. Zoning Bylaw Amendment Request to add the permitted use of a community recreation facility to the C1 zone

I am writing to request a special Committee of the Whole meeting to expedite review of the submissions listed above. It is imperative that we move ahead with demolition of the former youth center as soon as possible to ensure lot development and construction can commence before winter. Postponing review of these submissions could result in the construction of the much needed community youth center occurring next construction season (2020).

If you have any questions please contact me at (867) 993-7100 ext. 172.

Sincerely,

Nick Wozniowski
Acting Director of Housing and Infrastructure
TR'ONDËK HWËCH'IN



Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Lot 7, Block C, Government Addition: Request to Purchase	
PREPARED BY:	Clarissa Huffman, CDO Libby Macphail, PDA	ATTACHMENTS: 1. 2018 Supporting Letter 2. 2019 Land Sale No.1 Bylaw 3. 2019 Permanent Road Closure No.1 Bylaw
DATE:	August 29, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Municipal Act Official Community Plan North End Plan Sale of Municipal Lands Policy #14-04	

RECOMMENDATION

It is respectfully recommended to Council THAT:

- Bylaw #2019-11 being the permanent Road Closure No.1 Bylaw be given first reading.
- Bylaw #2019-07 being the 2019 Land Sale No. 1 Bylaw be given first reading.

ISSUE

The City of Dawson received a letter from the property owner to purchase the above-mentioned lot to resolve outstanding property issues.

BACKGROUND SUMMARY

As per the Sale of Municipal Lands Policy, an application was made in writing by the owner of Lot 31, Block 2, North End, to purchase an adjacent partial lot. No previous records of similar requests are on file for analysis.

On October 7th, Council opted to forward to first reading a Bylaw authorizing the partial closure of Third Avenue north of Edward Street, and approved the request to purchase Lot 7 Remainder, Block C, Government Addition, and 11 feet of the Third Avenue Road Right-of-Way.

This report does not repeat previous analyses and only discusses the questions raised at the most recent meeting.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Official Community Plan

In the OCP, Section 2.0: Land Use identifies “compact, efficient, compatible and sustainable land use” as the long-term goal for Dawson, with a variety of implementation approaches including to “identify and designate land areas for future servicing and development”. The North End Plan (discussed below) is a part of this implementation approach. Therefore, it is in line with the OCP to consider the recommendations in the North End Plan when considering requests within the Plan’s planning area.

Additionally, implementation approaches in s. 3.3: Housing include encouraging “the retrofit and renovation of existing homes to improve the current housing stock” and encouraging “owners of vacant land and underutilized parcels, particularly in the Historic Townsite, to either develop or sell their land to encourage infill development”. This request is in line with both implementation approaches. Construction of a retaining

wall could improve the quality of the home by stabilizing the foundation. Additionally, the sale of a small, undevelopable portion of land for the purposes of development of a retaining wall to protect the adjacent structure could be considered sale and development of an underutilized parcel.

North End Plan

In determining whether or not to close the road fully or partially, Council opted to close the road partially, so as to not unduly constrain planning work of the area. This was the preferred option of Kevin Fisher, the Program Manager with Yukon Government, responsible for the planning project in the North End.



Figure 1. Proposed Consolidation Configuration

Sale of Municipal Lands Policy

As per the Sale of Municipal Lands Policy, the purchase price has been set to \$1/square foot, for a total of \$840.00. As well, the cost of consolidation and all associated costs, including but not limited to survey costs, shall be borne by the purchaser.

Road Closure

The portion of the road right of way would need to be legally closed prior to completion of the sale. As well, a public hearing is required to take place between first and second reading as per S. 276(2) of the Municipal Act. Public notice is scheduled to be sent out October 31, 2019 and a public hearing is tentatively scheduled for November 18, 2019.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		



THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

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 272 of the *Municipal Act*, RSY 2002, and amendments thereto, provides for jurisdiction over all highways within the limits of the municipality;

WHEREAS section 276 (1) of the *Municipal Act*, RSY 2002, and amendments thereto, makes provision to permanently close a municipal highway;

WHEREAS City of Dawson Bylaw No. 2019-10, cited as “2019 Land Sale Bylaw No. 1” authorized the sale of the subject property;

WHEREAS all adjacent properties are owned by the applicant, thus satisfying City of Dawson Policy #3: Maintenance of Alleys;

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 **2019 Permanent Road Closure No. 1 Bylaw**

2.00 Purpose

2.01 The purpose of this bylaw is to close a portion of 3rd Avenue highway adjacent to Lot 7 Remainder Block C Government Addition.



THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

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THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

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) " Bylaw Enforcement Officer" means a person employed by the City of Dawson to enforce bylaws;
- (c) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (d) "city" means the City of Dawson;
- (e) "council" means the Council of the City of Dawson.

PART II – APPLICATION

4.00 Amendment

4.01 A portion of 3rd Avenue Road adjacent to Lot 7 Block C Government Addition be closed as indicated on the area map attached as "Appendix 1" to this Bylaw, subject to the following conditions:

- (a) Council shall pass first reading and proceed to public consultation and public hearing phase
- (b) Council shall give notice of its intention to pass this Bylaw by posting a notice a reasonable amount of time ahead of the Public Hearing date scheduled to hear submissions on this Bylaw.
- (c) Council shall at the end of the notice period referred to in section (b) and prior to giving third and final Reading to the Bylaw, hold a Public Hearing regarding this Bylaw.
- (d) The City of Dawson shall register at the Land Titles Office a plan that shows the closure.



THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

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	October 30, 2019
PUBLIC NOTICE	
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore

Chief Administrative Officer



THE CITY OF DAWSON




2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

PART IV – APPENDIX (APPENDICES)

Appendix 1. Location Map of Portion of 3rd Avenue between Judge Street and Edward Street



-  Portion of closed road.
-  Lot 7 Block C Remainder
-  Lot 31 Block 2 North End



THE CITY OF DAWSON

2019 Land Sale No. 1 Bylaw

Bylaw No. 2019-07

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 the City of Dawson is the owner of property described as Lot 7 Remainder, Block C, Government Addition in the City of Dawson, which property is not needed by the City of Dawson and is not reserved; and

WHEREAS the City of Dawson is desirous of reaching an agreement with the property owners to sell this parcel to them;

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

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the **2019 Land Sale No. 1 Bylaw**.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) the sale of City of Dawson land described as Lot 7 Remainder, Block C, Government Addition.
- (b) the sale of City of Dawson land described as '11-foot portion of Third Avenue adjacent to Lot 7 Remainder, Block C, Government Addition'.

2.02 Lands described in s. 2.01 (a) and (b) above will be known in this bylaw as the 'subject property'.



THE CITY OF DAWSON

2019 Land Sale No. 1 Bylaw

Bylaw No. 2019-07

PART II – APPLICATION

3.00 Transfer

3.01 The Chief Administrative Officer is hereby authorized on behalf of the City of Dawson to enter into an agreement with the owner of Lot 31, Block 2, North End, for the purposes of transferring title to the subject property to the purchaser.

3.02 The conditions of sale are as follows:

- (a) The Purchaser shall enter into a contract of sale with the City of Dawson outlining the responsibilities of each party.
- (b) Purchase price for the land will be \$1.00 per square foot, as per the Sale of Municipal Land Policy, for a total price of \$840.00.
- (c) The subject property is required to be consolidated with Lot 31, Block 2, North End.
- (d) The Purchaser is to pay all costs associated with the survey, consolidation and transfer and to execute the documentation required for the completion of the transfer of ownership of the said land in an expeditious manner within one year of the signing of the Agreement.

PART III – FORCE AND EFFECT

4.00 Severability

4.01 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.

5.00 Enactment

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



THE CITY OF DAWSON

2019 Land Sale No. 1 Bylaw

Bylaw No. 2019-07

6.00 Bylaw Readings

Readings	Date of Reading
FIRST	October 30, 2019
SECOND	
THIRD and FINAL	

Wayne Potoroka, Mayor
Presiding Officer

Cory Bellmore
Chief Administrative Officer



THE CITY OF DAWSON

2019 Land Sale No. 1 Bylaw

Bylaw No. 2019-07

Appendix A. Approved Survey Configuration



PO Box 1127
Dawson City, Yukon
Y0B 1G0

August 22, 2018

Cory Bellmore, Chief Administrative Officer
City of Dawson
PO Box 308
Dawson City, Yukon
Y0B 1G0

Dear Ms. Bellmore:

Please consider this letter a restatement of my longstanding interest in purchasing the Lot 7 remainder and retired roadway to the east of my property.

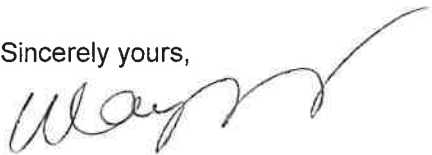
I have made this request, in writing and verbally, to successive CAOs and received assurances it would be an easy issue to address, but the matter remains unresolved. I am hoping the urgency of this latest request is taken into consideration. The land identified above is sinking and taking the eastern portion and, especially, southeast corner of my foundation pad with it. (This area is within the geotechnical setback identified in recent engineering reports.) As a result, I need to build up my foundation to retain the integrity of my property, which requires me building a retaining wall—work I have scheduled for September—on the area I'm hoping to buy.

This request is well timed as the town concludes the North End concept plan for redevelopment of the area. The land I am requesting is not integral to any potential reconfiguration of land for lots, and I hope you take this into account during your deliberations.

I have been living with a difficult situation for many years due to previous development plans that were abandoned more than midway through their execution. Those plans included allowing the previous owner of my home to encroach on the required setbacks to facilitate the town's North End subdivision plans—plans that were never realized after the development that was to bring water and sewer to the North End was halted at Edward Street. The decision regarding my property was not made with any understanding of geotechnical conditions, and now I am in the unenviable position of having a problem I can't deal with because the resolution rests with me accessing land which was once part of my property but is no longer.

The configuration, and history, of my lot is complicated (e.g., Judge Street is on my property), and I am willing to provide any information you feel is required for understanding this complex and "made in Dawson" situation. I am available at any time to discuss this matter further as well as my plans for the land I wish to purchase.

Sincerely yours,



Wayne Potoroka

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

SUBJECT:	Alley Behind Lots 3-9, Block LC, Ladue Estate: Request to Purchase	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: 2 Request Letters Bylaw 93-25 #2019-09 Land Sale No.2 Bylaw
DATE:	September 5, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Maintenance of Alleys Policy Sale of Municipal Lands Policy Bylaw 93-25	

RECOMMENDATION

It is respectfully recommended to Council THAT:

1. Bylaw #2019-09 being the 2019 Land Sale No. 2 Bylaw be given first reading.
2. Direct administration to arrange signatures for the Agreements for Sale and release a public tender for the survey work.

ISSUE

The owners of Lots 3-9, Block LC, Ladue Estate submitted a formal request via two letters to the City of Dawson to purchase the alley adjacent to the property. Council previously directed administration to research and prepare a bylaw for disposition of the whole alley to the adjacent property owners.

BACKGROUND SUMMARY

In September 1993, Bylaw 93-25 was passed to legally close the alley bounded by Lots 1-20, Block LC, Ladue Estate. S. 201 states that the alley is closed “as requested by the registered owners in Block LC, attached herewith as Appendix “A””. In February 2019, administration was directed to contact all of the property owners on Block LC, Ladue Estate to confirm their interest in purchasing the portion of their alley adjacent to their properties, in accordance with Bylaw 93-25 and the Maintenance of Alleys Policy. Throughout spring and summer 2019, administration worked with the property owners to determine interest as well as obtained three quotes for survey work to resurvey and dispose of the alley.

ANALYSIS / DISCUSSION

Bylaw 93-25

Appendix A of Bylaw 93-25 includes the signatures of 18 out of 20 of the property owners at the time of request, indicating support of this proposal (required under Maintenance of Alleys Policy). The letter attached as Appendix A also states that the owners were requesting that in addition to the laneway being closed, “th[e] ten foot stud of land be divided in two with five feet being added to each lot depth”.

Despite the passing of this bylaw, no further action was taken, and the land remains surveyed as an alley. Thus, the City owns the land but is not using it actively as an alley as it has been legally closed for

approximately 25 years Although the current request is to purchase the entire adjacent right-of-way, Bylaw 93-25 indicated approval from Council to split the alley between the two adjacent property owners. Administration contacted all current property owners on Block LC, to confirm interest in purchasing this land and all responded favourably. It should be noted that one property owner requested that Council consider re-opening the alley to be used as alternate access to the lots; however, this was a minority view.

Maintenance of Alleys Policy

S. 3 of the Maintenance of Alleys Policy states that “any existing alley may be closed upon request of the majority of the affected property owners”. This was requested and approved by Council in 1993, with Bylaw 93-25.

Sale of Municipal Lands Policy

As per the Sale of Municipal Lands Policy, this land remains eligible for release. The application was circulated to department heads in January 2019, and no comments were received. Therefore, the land is eligible to be deemed surplus. Additionally, s. 8(a) of the Policy states that a land sale for a permanently closed roadway must be done in accordance with the Municipal Act, Zoning Bylaw, and Subdivision Bylaw. Therefore, should this sale proceed, Lots 4 and 5 would need to be consolidated as a condition of sale, as would Lots 6 and 7. This would be required to resolve the outstanding discrepancy of having a house built straddling a property line. These types of scenarios are resolved during a request from the property owner to change or develop their lot; they are considered legally non-conforming until such time as the property owner wishes to alter, add to, or otherwise change their property or structure.

Draft Land Sale Bylaw

2019-09 Land Sale Bylaw No. 2 (draft attached) recommends a purchase price for each segment of alley to be \$1.00 per square foot. This is consistent with the Sale of Municipal Lands Policy. It was determined that the best way to expedite this project would be for the City of Dawson to commission the survey. Administration requested three quotes from surveyors. All quotes received were above \$20,000. Therefore, the survey work will be released for public tender. It should be noted that the survey work will not be able to be completed during the winter months, therefore this survey will be tendered during the winter for May 2020 completion.

APPROVAL	
NAME: Cory Bellmore, CAO	SIGNATURE:
DATE:	



THE CITY OF DAWSON

2019 Land Sale No. 2 Bylaw

Bylaw No. 2019-09

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 the City of Dawson is the owner of property described as Alley at Block LC, Ladue Estate, Plan 8338 in the City of Dawson, which property is not needed by the City of Dawson and is not reserved; and

WHEREAS the City of Dawson is desirous of reaching an agreement with the property owners to sell this parcel to them;

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

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the **2019 Land Sale No. 2. Bylaw**

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) the sale of City of Dawson land described as Alley at Block LC, Ladue Estate.

PART II – APPLICATION

3.00 Transfer

3.01 The Chief Administrative Officer is hereby authorized on behalf of the City of Dawson to enter into an agreement with each property owner located on Block LC, Ladue Estate, as per the schedule laid out in Appendix A.

3.02 The conditions of sale are as follows:

- (a) Each property owner shall enter into a contract of sale with the City of Dawson outlining the responsibilities of each party.



THE CITY OF DAWSON

2019 Land Sale No. 2 Bylaw

Bylaw No. 2019-09

- (b) Purchase price for each segment of the alley will be \$1.00 per square foot, as per the Sale of Municipal Land Policy, plus a portion of the total survey costs proportionate to the frontage of the lot.
- (c) Each alley segment is to be surveyed and consolidated with the adjacent private property. The survey will be commissioned by the City of Dawson with a quoted price of \$30,775.50.
- (d) The cost of the survey will be prorated by frontage and added to the purchase price for each owner.

PART III – FORCE AND EFFECT

4.00 Severability

4.01 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.

5.00 Enactment

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

6.00 Bylaw Readings

Readings	Date of Reading
FIRST	October 30, 2019
SECOND	
THIRD and FINAL	



THE CITY OF DAWSON

2019 Land Sale No. 2 Bylaw

Bylaw No. 2019-09

Presiding Officer

Chief Administrative Officer

Appendix A. Approved Survey Configuration





THE CITY OF DAWSON

2019 Land Sale No. 2 Bylaw

Bylaw No. 2019-09

Appendix B. Purchaser and Price Details

Property Owner	Legal Description of Purchase	Purchase Price (inc. GST)	Frontage (feet)	Percent of Total Frontage	Portion of Survey Cost (inc. GST)	Total Price
Vicki and Corrie Loewen	Adjacent to Lots 1 and 2	\$ 525.00	100	0.1	\$ 3,077.55	\$ 3,602.55
Peter Jenkins and Karen Meier-Jenkins	Adjacent to Lots 3 and 4/5	\$ 787.50	150	0.15	\$ 4,616.33	\$ 5,403.83
Karen Meier-Jenkins	Adjacent to Lots 6/7, 8 and 9	\$ 1,050.00	200	0.2	\$ 6,155.10	\$ 7,205.10
44049 Yukon Inc	Adjacent to Lot 10	\$ 262.50	50	0.05	\$ 1,538.78	\$ 1,801.28
Gerard Cruchon	Adjacent to Lot 22-2	\$ 393.75	75	0.075	\$ 2,308.16	\$ 2,701.91
Colleen Booth and Dennis Dunn	Adjacent to Lot 22-1	\$ 393.75	75	0.075	\$ 2,308.16	\$ 2,701.91
Ernest Ryter	Adjacent to Lot 14	\$ 262.50	50	0.05	\$ 1,538.78	\$ 1,801.28
Trena Raven/ Cynthia & Clarence Choban	Adjacent to Lot 15	\$ 262.50	50	0.05	\$ 1,538.78	\$ 1,801.28
Rick Gillespie	Adjacent to Lots 16, 17, 18, 19, and 20	\$ 1,312.50	250	0.25	\$ 7,693.88	\$ 9,006.38

Rec. Oct 22.

Peter Jenkins & Karen Meier-Jenkins
P.O. Box 338
Dawson City, Yukon
Y0B 1G0

October 22, 2018

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

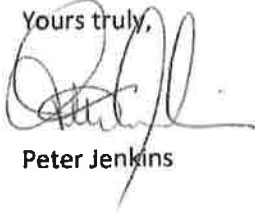
Attention: Ms. Cory Bellmore, C.A.O.

Dear Ms. Bellmore,

My wife and I are joint owners of our home located at 1042 Sixth Avenue in Dawson City. The legal description is Plan 8338 Ladue Estate Block LC Lots 3,4,5. Pursuant to the provisions of the City of Dawson "Sale of Municipal Land Policy" No. 2018-03 we offer to purchase the 10 foot wide alley way located at the rear of our lots under this policy.

Your earliest advise would be appreciated.

Yours truly,



Peter Jenkins

Yours truly,



Karen Meier-Jenkins

Rec. Oct 22

Karen Meier-Jenkins
P.O. Box 338
Dawson City, Yukon
Y0B 1G0

October 22, 2018

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

Attention: Ms. Cory Bellmore, C.A.O.

Dear Ms. Bellmore,

I am the owner of 5 lots on which are located 3 housing units. These dwelling units are located at:

1066 Sixth Avenue	Plan 8338 Block LC Ladue Estate Lots 6,7
1076 Sixth Avenue	Plan 8338 Block LC Ladue Estate Lot 8
1082 Sixth Avenue	Plan 8338 Block LC Ladue Estate Lot 9

Pursuant to the provisions of the City of Dawson "Sale of Municipal Land Policy" No. 2018-03 I offer to purchase the 10 foot wide alley way behind these properties under this policy.

I look forward to your earliest advise.

Yours truly,



Karen Meier-Jenkins

THE TOWN OF THE CITY OF DAWSON

BYLAW 93-25

A BYLAW TO Athorize the Town of the
City of Dawson to close a laneway.

INTRODUCTION

September 2/93

FIRST READING

September 2/93

SECOND READING

September 2/93

THIRD READING

September 16/93

ADOPTION

September 16/93

The Town of the City of Dawson

BYLAW #93-25

A Bylaw to authorize the Town of the City of Dawson to close a laneway.

WHEREAS the Municipal Act, Chapter 119, Statutes of the Yukon Territory authorizes the Council of the Town of the City of Dawson to close a laneway, and

WHEREAS the Council of the Town of the City of Dawson desires to close a certain lane.

NOW THEREFORE, the Council of the Town of the City of Dawson in open meeting assembled hereby ENACTS AS FOLLOWS:

1.00 SHORT TITLE

1.01 This Bylaw may be cited as the "Lots One (1) to Twenty (20), Block LC, Ladue Estate Lane Closure Bylaw".

2.00 LAND CLOSURE

2.01 The lane dividing Lots One (1) to Ten (10) and Eleven (11) to Twenty (20), Block LC, Ladue Estate, Plan 8338A is hereby closed as requested by the registered owners in Block LC attached herewith as Appendix "A".

3.00 ENACTMENT

3.01 This Bylaw shall come into full force and effect upon the final passing thereof.

READ A FIRST TIME THIS 2nd DAY OF September, 1993.

READ A SECOND TIME THIS 2nd DAY OF September, 1993.

READ A THIRD TIME AND FINALLY PASSED THIS 16th DAY OF September, 1993.



Mayor



Clerk



August 8, 1993

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

Dear Council

We are the registered owners of the noted lots in Ladue Estate Block LC.

We are requesting that the laneway through this block be closed and this ten foot stud of land be divided in two with five feet being added to each lot depth.

Lot Number	Registered Owner	Signature
1	Rick Gillespie	Rick Gillespie
2	Rick Gillespie	Rick Gillespie
3	PETER JENKINS	Peter Jenkins
4	PETER JENKINS	Peter Jenkins
5	PETER JENKINS	Peter Jenkins
6	Dawson City Hotels Ltd.	C. Yuwan PRESIDENT
7	Dawson City Hotels Ltd.	C. Yuwan PRESIDENT.
8	Jeleda Holdings Ltd	Peter Jenkins PRESIDENT
9	Jeleda Holdings Ltd	Peter Jenkins PRESIDENT
10	^{VIOLET PEIRSON} ABRAHAM H PEIRSON	Concession Violet Peirson
11	RON BRAMADAT	Ron Bramadat
12	RON BRAMADAT	Ron Bramadat
13	RON BRAMADAT	Ron Bramadat
14		
15		
16	Madge E Gillespie	Madge E Gillespie
17	Madge E Gillespie	Madge E Gillespie
18	Madge E Gillespie	Madge E Gillespie
19	Madge E Gillespie	Madge E Gillespie
20	Madge E Gillespie	Madge E Gillespie

Thanking you in advance for your consideration of our request.

Copy Council
 K.W. Aug 17/93



RECEIVED

OCT 11 2019

MONTHLY MAYOR'S / CHIEF'S POLICING REPORT September, 2019

Dawson City RCMP Detachment “M” Division Yukon



The Dawson City RCMP Detachment responded to a total of 171 calls for service during the month of September, 2019.

OCCURRENCES	<u>September/2019</u>	Year to Date 2019	<u>September/2018</u>	Year Total 2018
Assaults (including common assault, assault with a weapon, assault causing bodily harm etc.)	1	51	7	69
Sexualized Assaults	0	2	0	5
Break and Enters	6	28	2	16
Thefts (all categories)	9	15	6	43
Drugs (all categories)	1	3	3	19
Cause Disturbance	16	111	1	51
Mischief	13	115	15	119
Impaired Driving	2	34	3	49
Vehicle Collisions	11	66	3	73
False Alarms	1	10	0	19
Mental Health Act	8	36	1	25
Assistance to General Public	3	34	7	43
Missing Persons (including SAR)/Requests to Locate/Well Being Checks	9	86	5	57
Other Calls for Service	91	694	49	618
Total Calls for Service	171	1285	102	1264
Total Criminal Code Charges laid	0	55	12	84
Total Territorial Act Charges ie: Liquor Act/Motor Vehicle Act	0 Liquor Act 0 Motor Vehicle Act	5 Liquor Act 11 Motor Vehicle Act	1 Motor Vehicle Act	1 Liquor Act 19 Motor Vehicle Act

	September/2019	Year to Date 2019	September/2018	Year Total 2018
Prisoners held locally	5	54	4	80
Prisoners remanded	0	1	1	3
Total Prisoners	5	54	4	83

Justice Reports	September/2019	Year to Date 2019	September/2018	Year Total 2018
Victim Services Referrals Offered	4	34	3	45
Youth Diversions	0	2	n/a	n/a
Adult Diversions	0	1	n/a	n/a

Annual Performance Plan (A.P.P.'S) Community Priorities

Community approved priorities are:

- (1) Substance Abuse
- (2) Road Safety
- (3) Youth Initiatives
- (4) Attendance at THFN and Community Events
- (5) Restorative Justice

(1) Substance Abuse

Members continue to be actively involved in addressing substance abuse issues in the community. Constables PERRY and TOWER, for example, responded to a report of a large party at a local bar which was not opened up for business. Both observed numerous overly intoxicated partygoers which included an underage drinker, and were informed by staff that alcohol was being given out inside an establishment which was not open for business. The Yukon Liquor Inspector was engaged and a written warning was issued to the General Manager of the Hotel and Bar in question. On several other occasions, Constables PERRY, POPESCU, and Cpl. GRANT poured out open liquor specifically after bar close and during community events.

When not enforcing the Yukon Liquor Laws, Detachment staff ensure that community members and visitors get home safe. Detachment staff continue to provide courtesy rides home to intoxicated individuals at bar close to ensure that they returned to their homes safely.

Similarly, Members have continued to increase visibility and presence by conducting over 65 foot patrols and over 80 bar walks on shift.

(2) Road Safety

Road safety continues to be an area which Members at the Detachment actively investigate to ensure the communities safety. Several check stops for impaired driving and to check for Motor Vehicle infractions were conducted. Cpl. GRANT and Cst. PERRY provided several drivers with written warning tickets due to talking on a cellphone while driving; and having burnt out tail lights.

With the return of school, Detachment Staff have increased their patrols in the school zone area to ensure that motorists do not overtake parked school buses. No infractions have been observed and traffic has been light due to the ongoing construction in the area. Detachment Members have also increased their patrols along the gold field roads driven and along the Klondike Highway to ensure road safety is maintained and motor vehicle requirements are followed.

(3) Youth Initiatives

Detachment Members are routinely involved in youth activities in the community; either in a coaching position and/or as a player. Cst. PERRY has begun the process to return as a hockey coach and/or assistant for the Dawson City Minor Hockey Association. Cst. TOWER has also agreed to be as a volunteer lunchtime supervisor with Robert Service School on Wednesdays.

Cst. PERRY inquired with the Robert Service School regarding the National Youth Services RCMP Talks event. This initiative would entail classrooms being involved with the local Detachment to prepare a report on drug impaired driving. This report would be shared with other classes across Canada thru videoconferencing.

(4) Attendance at THFN and Community Events

Detachment staff have attended community events/officers throughout the month of September from stopping off at local community officers to providing a road safety presence at the Terry Fox Run. Cpl. GRANT and Cst. POPESCU attended Gerties final show along with the CYFT Radio Talent Night at Gerties. Detachment staff were saddened to hear that there was no Elders Bingo in September, but we are looking forward to it the following month.

Cst. POPESCU and a Mayo Conservation Officer conducted a joint boat patrol to Coffee Creek (see the below photo) to address recent concerns of wildlife poaching. Several hunters were spoken to, but no infractions observed.



Coffee Creek on the Yukon River

Cst. POPESCU joined Conservation Officer Debbie MORRIS on a joint patrol

(5) Restorative Justice

Cst. TREMBLAY has continued to make steps regarding recommending a youth for Restorative Justice from offence committed two months ago. All parties are involved in the process and should be shaping up the end of this month.

Fun Fact

Taken from Dawson City Mounted Police Arrests and Complaints Log November 24th 1900:

Constable James arrested B. Barchand for disposing of liquor to minors and received a suspended sentence.

“Dawson City RCMP respectfully acknowledges that we work within the Traditional Territory of the Tr'ondek Hwech'in First Nation.”

Kindest regards,

Cst. Andrew PERRY

For

Sgt. Rob MORIN

Dawson City RCMP-GRC
Box 159
Dawson City, Yukon
Y0B 1G0
/am



October 16, 2019



Town of Dawson
Box 308
Dawson, YT Y0B 1G0

Attention: Wayne Potoroka, Mayor

Dear Wayne Potoroka:

Jeanie Dendys, Minister responsible for Yukon Workers' Compensation Health and Safety Board has asked us to proceed with public engagement on modernizing the *Workers' Compensation Act* and *Occupational Health and Safety Act*.

The engagement period is from October 23, 2019 to January 16, 2020. To ensure our stakeholders and the public have an opportunity to contribute, we are offering a number of ways to participate:

- Attend a public session, scheduled for Whitehorse and several communities
- Write it down, send us your suggestions via email or regular mail
- Answer questions, complete our online surveys

In addition, we've established an external advisory group, composed of governments, agencies, associations and other stakeholder groups like yours that represent the broad interests of workers and employers. The thoughts, ideas and insights provided by the participants in this group will be essential in helping us prepare recommendations for the Yukon government on how to modernize the legislation we are responsible for administering.

This letter is our invitation to you to voluntarily participate as a member of the external advisory group.

We hope you can attend as many of the facilitated meetings that we have scheduled as possible. You'll find more details on these opportunities in the attached document. We'll also continue to publish updates on our engagement website at wcb.yk.ca/actsreview.

Please visit wcb.yk.ca/EAGregister to book your participation in the external advisory group meetings referred to in the attached document. Vanessa Stewart, our engagement specialist, will also follow up with you to answer any questions you may have.

Your feedback is important to us, and I hope you are as excited as we are by the opportunity that this full legislative review offers. Your thoughts, ideas, and insights are integral to this process and we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kurt Dieckmann', written in a cursive style.

Kurt Dieckmann
President/CEO, Yukon Workers' Compensation Health and Safety Board

cc. Mark Pike, Chair, Yukon Workers' Compensation Health and Safety Board



Public engagement program for external advisory group

Renewing a century-old commitment

Your participation in this full review of the *Workers' Compensation Act* and the *Occupational Health and Safety Act* is integral to its success. To ensure you have an opportunity to contribute, we are offering five ways to participate:

1. **Join an external advisory group conversation.** On behalf of the Government of Yukon, Yukon Workers' Compensation Health and Safety Board (YWCHSB) has scheduled facilitated meetings in Whitehorse and several communities. Each meeting will explore a selection of policy issues. Join other participants in as many of these meetings as suits your organization. The external advisory group meetings are for groups that represent broad employer interests and broad worker interests. Book a place for your organization at one of these meetings by visiting wcb.yk.ca/registerEAG.
2. **Attend a public session.** We've scheduled public facilitated sessions in Whitehorse and several communities.
3. **Meet with us.** Schedule a one-hour meeting, before January 16, 2020, with one of our representatives to discuss any particular concern your organization has. A one-on-one meeting is ideal for groups or individuals with specific concerns. To book a meeting, contact us at wcb-cs@gov.yk.ca.
4. **Write it down.** Some participants may prefer to provide a written submission, either instead of or in addition to group or individual meetings. We welcome this and will review all written submissions. Send us your suggestions via email at wcb-cs@gov.yk.ca or by dropping your submission off to 401 Strickland Street by January 16, 2020.
5. **Answer questions.** We will also be publishing two online surveys that focus on the policy issues being discussed at the group meetings and public sessions. Links to the surveys can be found on our engagement website at wcb.yk.ca/actsreview.



External advisory group conversations

On behalf of the Government of Yukon, YWCHSB has invited a large number of governments, agencies, associations and other stakeholder groups representing the broad interests of workers and employers to volunteer to participate in our external advisory group series of facilitated conversations.

We have scheduled two meetings per day, with a half-hour lunch break between. The agenda for each meeting is presented on the following pages. Please review the schedule below and book your attendance at least one week before each meeting by visiting wcb.yk.ca/registerEAG. Detailed policy papers will be released at least one week prior to the meetings.

Meeting locations will be determined prior to the first meeting. We'll notify you. Lunch will be provided between 12:00 p.m. and 12:30 p.m.



Meeting 1: Compensation issues

October 31, 2019, from 10:00 a.m. to noon

The Government of Yukon is proposing to clarify some of the provisions concerning what a worker or a dependant of a deceased worker is entitled to following a work related injury.

Specific areas we are looking to address include the following:

- increasing workers' control over how annuities are paid out;
- the definition of permanent impairment and how this benefit is paid out; and
- ensuring fairness in how earnings loss benefits for low income earners are calculated.

Things to consider

Should all workers have the option to have their annuities paid out as a lump sum?

Should low income earners have modified benefits apply to them to alleviate hardship, regardless of whether they have partial or total loss of earning capacity?

Meeting 2: Compensation issues

October 31, 2019, from 12:30 p.m. to 2:30 p.m.

The Government of Yukon is proposing to simplify some provisions surrounding what a worker, or dependant of a deceased worker, is entitled to following a work related injury.

Specific areas we are looking to address in this session include:

- ways to simplify how funeral benefits are paid following a work-related death; and
- ways to encourage worker participation in third party actions.

Things to consider

Should funeral and burial expenses be based upon actual amounts proven by receipts (subject to a maximum), or is it better to provide a lump sum figure to cover costs, as needed?

With third-party actions, should injured workers receive a portion of recovered funds even if YWCHSB does not recover all of its own costs?



Meeting 3: Occupational health and safety issues

November 14, 2019, from 10:00 a.m. to noon

Modernizing occupational health and safety (OHS) provisions is crucial to the Government of Yukon's commitment to enhance workplace safety. We propose to update areas of the legislation aimed at injury prevention and reporting.

Specific issues we are planning to address include:

- clarifying when reporting of a serious incident or injury is required;
- clarifying how a worker exercises their right to refuse unsafe work; and
- changes to modernize and improve how complaints of reprisal are processed.

Things to consider

Are there ways legislation could be updated to clarify when serious incidents and injuries are reported?

What are some of the major barriers to reporting unsafe work?

Meeting 4: Occupational health and safety issues

November 14, 2019, from 12:30 p.m. to 2:30 p.m.

The Government of Yukon is proposing to update provisions that aim to enhance safety culture in Yukon workplaces.

Specifically, we are looking to address the following areas:

- clarify the minimum requirements for safety management systems for employers;
- clarifying the role and duties and training requirements for safety representatives and members of joint health and safety committees;
- improving the consistency in the legislation regarding duties of all workplace parties (employers, workers etc.), including overlapping and shared duties; and
- clarify the requirement to protect all persons, such as the public, who may be affected by the hazards of the workplace.

Things to consider

How should the roles of workplace parties be clarified to enhance safety?

How can YWCHSB help all workplace parties fulfill their responsibilities?



Meeting 5: Employer assessment issues and mental health

November 28, 2019, from 10:00 a.m. to noon

The Government of Yukon proposes to update some assessment provisions.

Specific issues we are looking to address include the following:

- when those engaged in domestic service (e.g., house cleaners, personal attendants for the infirm) should be considered workers under the *Workers' Compensation Act*;
- clarifying coverage limits when employers send workers outside the Yukon for work;
- changes to ensure fairness of earnings loss benefits for those who purchase optional coverage; and
- how can YWCHSB ensure that employers are not bearing the costs of other employers who default on the payment of their assessment premiums.

Things to consider

Should those engaged in domestic service only be considered a worker under the Workers' Compensation Act if they work more than a specified number of hours?

What limits should there be on coverage for workers who work outside of Yukon? Should there be a difference between those who work outside of Yukon but in Canada, and those who work outside of Canada?

Should directors of corporations be liable for unpaid assessment premiums?

Meeting 6: Employer assessment issues and mental health

November 28, 2019, from 12:30 p.m. to 2:30 p.m.

Eligibility for compensation benefits is dependent on one simple question: did the injury arise out of and in the course of employment? This determination is generally straight forward when adjudicating physical injuries. Determining work-relatedness of psychological conditions, however, is often challenging.

Areas we are looking to address include:

- the challenges in determining if a psychological condition is an injury under the *Workers' Compensation Act*; and
- ways of improving legislation to enhance fairness and reduce stigma of psychological conditions and injury.



Things to consider

What might be some challenges in determining whether work or non-work-related factors are the cause of an individual's psychological condition?

What updates can be made to legislation to enhance clarity around what is, and is not, considered an injury?

Meeting 7: Appeals and compliance and enforcement

December 11, 2019, from 10:00 a.m. to noon

The Government of Yukon is proposing to remodel the appeals framework to make it more efficient for workers and employers. Currently, there are different appeal processes for injured workers' claims, Occupational Health and Safety (OHS) matters and employers' assessments matters.

Specific areas we are looking to address include the following:

- ways to create a common streamlined process for internal reconsiderations and appeals for claims, assessments, administrative penalties and other OHS matters;
- updates to appeal timeframes that promote return-to-work, access to appropriate medical care and fairness; and
- updates to enhance independence, impartiality and fairness of the appeal process.

Things to consider

Do you think the current appeal framework available to workers and employers is fair?

What improvements do you think could be made to the current appeal processes?

Meeting 8: Appeals and compliance and enforcement

December 11, 2019 from 12:30 p.m. to 2:30 p.m.

The Government of Yukon is proposing to simplify compliance and enforcement provisions under the *Workers' Compensation Act* and the *Occupational Health and Safety Act*.

Specifically, the following will be discussed:

- ensuring the administrative penalties issued by YWCHSB and fines issued by the court are effective in deterring non-compliant work practices;
- providing additional powers to courts to make alternative orders that enhance safety and prevention of injuries; and
- limitation periods for administrative penalties and prosecutions that enhance fairness and allow adequate time for investigations.



Things to consider

Are current administrative penalties and fines effective in encouraging compliance with legislation and regulations for poor safety performers?

Are there ways the current legislation could be improved to encourage compliance?

Participant issues

- Additional policy issues
- Additional issues identified by external advisory group participants over the course of the facilitated meetings will be collected for discussion at this meeting.

Meeting 9: Review and wrap up

January 16, 2020, from 10:00 a.m. to noon

What we heard

- Review of what we heard during the public engagement

Meeting 10

January 16, 2020, from 12:30 p.m. to 2:30 p.m.

- Additional thoughts



External advisory group community meetings

On behalf of the Government of Yukon, YWCHSB will be visiting four Yukon communities. Please register at wcb.yk.ca/registerEAG to confirm your participation. Participants who register will be contacted before the meeting to determine which policy topics will be discussed. Refreshments will be provided.

Haines Junction external advisory group meeting

Date: November 5, 2019

Location: Haines Junction Convention Centre - Mezzanine

Time: 1:30 p.m. to 3:30 p.m.

Watson Lake external advisory group meeting

Date: November 21, 2019

Location: Watson Lake Recreation Centre - Curling Lounge

Time: 9:30 a.m. to 11:30 a.m.

Mayo external advisory group meeting

Date: December 3, 2019

Location: Mayo Recreation Centre - Curling Lounge

Time: 9:30 a.m. to 11:30 a.m.

Dawson external advisory group meeting

Date: December 4, 2019

Location: Dänojà Zho Cultural Centre

Time: 9:30 a.m. to 11:30 a.m.



Public sessions

On behalf of the Government of Yukon, YWCHSB has scheduled six public facilitated sessions. Each session will explore policy issues of interest to attendees. All members of the public are welcome to attend. We will make a report of each session available to the public.

Whitehorse public session 1

Date: October 23, 2019

Location: Mount McIntyre Recreation Centre - Grey Mountain Room

Time: 3:00 p.m. to 7:00 p.m.

Haines Junction public session

Date: November 5, 2019

Location: Haines Junction Convention Centre - Mezzanine

Time: 4:30 p.m. to 7:00 p.m.

Watson Lake public session

Date: November 20, 2019

Location: Watson Lake Recreation Centre - Curling Lounge

Time: 4:30 p.m. to 7:00 p.m.

Mayo public session

Date: December 2, 2019

Location: Mayo Recreation Centre - Curling Lounge

Time: 4:30 p.m. to 7:00 p.m.

Dawson public session

Date: December 3, 2019

Location: Dänojà Zho Cultural Centre

Time: 4:30 p.m. to 7:00 p.m.

Whitehorse public session 2

Date: January 15, 2020

Location: Mount McIntyre Recreation Centre - Grey Mountain Room

Time: 3:00 p.m. to 7:00 p.m.

MINUTES OF COMMITTEE OF WHOLE MEETING CW19-25 of the council of the City of Dawson called for 7:00 PM on Monday, September 30, 2019 in the City of Dawson Council Chambers.

PRESENT: Mayor Wayne Potoroka
Councillor Stephen Johnson
Councillor Bill Kendrick
Councillor Molly Shore

REGRETS: Councillor Natasha Ayoub

ALSO PRESENT: CAO Cory Bellmore
EA Heather Favron
A/CDO Libby Macphail

Agenda Item: Call to Order

The Chair, Wayne Potoroka called the meeting to order at 7:00 p.m.

Agenda Item: Agenda

CW19-25-01 Moved by Mayor Potoroka, seconded by Councillor Shore that the agenda for committee of the whole meeting #CW19-25 be accepted as presented. Carried 4-0

Agenda Item: Delegations

a) Dredge Pond Residents RE: Tax Rate Bylaw and Rural Services

The delegation of Dredge Pond residents in attendance were provided an opportunity to address council. Comments and concerns raised by the residents included:

- High tax rate when there are no services, no garbage collection, no water and sewer, no water delivery, and poor road services
- Same mill rate as the rest of residential Dawson without the services
- Mill rate is one of highest in Canada
- Disparity with assessment value and mill rate
- Significant annual increases in property tax amounts
- Poor and degrading road maintenance services, including no calcium on roads creating extreme dust conditions
- Trees being cleared due to grading of road
- No signage and vehicles speeding in the neighbourhood
- Garbage bins are a mess and are heavily used by non-Dredge Pond residents
- New builds being assessed very high
- Difficulty obtaining septic field approvals from Environmental Health
- Blighted properties and abandoned vehicles; little enforcement from city.

b) Rachel Wieggers and Steve Shatilla RE: Lot 40 Dome Road

Rachel Wieggers and Steve Shatilla were in attendance to ask for one final extension to their agreement with the city for lot 40, Dome Subdivision. They explained to the committee the building process was more challenging than they expected and coupled with personal issues lead to them not meeting the requirements. They explained to the committee they should have come to the city earlier to request extension but were embarrassed as they had not completed project even with the extension already

provided. To date they have done a lot of work on the property including driveway, pad and a septic field. They have a lot to lose if they are not able to complete their project.

Should council agree to the extension, they have a plan and timeline to get a prefabricated house on the lot in a short amount of time and have working with the Building Inspector and other contractors to ensure it can be accomplished. They have requested an extension to March 31, 2020 to provide them the opportunity to complete their project and hope that council will give them one last chance to do that.

Agenda Item: Business Arising from Delegations

The committee recommended the concerns of Dredge Pond residents be summarized and a letter of response be forwarded to them.

Agenda Item: Adoption of the Minutes

a) Committee of Whole Meeting Minutes CW19-23 of August 26, 2019

CW19-25-02 Moved by Councillor Shore, seconded by Councillor Kendrick that the minutes of committee of the whole meeting #CW19-23 of August 26, 2019 be accepted as presented. Carried 4-0

b) Special Committee of Whole Meeting Minutes CW19-24 of September 10, 2019

CW19-25-03 Moved by Councillor Shore, seconded by Councillor Kendrick that the minutes of special committee of the whole meeting #CW19-24 of September 10, 2019 be accepted as presented. Carried 4-0

Agenda Item: Business Arising from the Minutes

The committee inquired about the status of the Recreation Facility Planning contract and when they could expect it to be brought forward. The CAO will investigate and report back.

The committee inquired if the city had followed up on letter to Minister Frost regarding animal control. The CAO will investigate and report back

The committee inquired if the remaining owners of Block 5, Days Addition had been contacted. The A/CDO informed the committee the department was currently waiting to hear back from the proponent and that the owners had not yet been contacted.

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) Request for Decision RE: Subdivision Application Lot 19, Callison Subdivision

CW19-25-04 Moved by Councillor Shore, seconded by Councillor Kendrick that committee of whole forwards the request for decision RE: Subdivision Application #19-111: Lot 19 Callison Subdivision to council with a recommendation to approve. Carried 4-0

b) Regular Council and Committee Meeting Dates

CW19-25-05 Moved by Councillor Shore, seconded by Mayor Potoroka that committee of the whole forwards a recommendation to council that regular meeting dates of council and committee of the whole shift from Mondays to Wednesdays for the remainder of 2019, effective the week of October 21, and continue on Wednesdays in the 2020 calendar.

CW19-25-06 Moved by Mayor Potoroka, seconded by Councillor Johnson that resolution be amended to remove all wording after comma. Carried 4-0
Main Motion Carried 4-0

c) Municipal Involvement at YESAB Stage

The committee requested answers to the following questions:

1. What elements of these infrastructure projects went to YESAB?
2. How did YESAB scope them? and
3. How did the City get involved?

The CAO will report back with a response to questions.

d) Association of Yukon Communities (AYC) Update

Councillor Shore provided a verbal report regarding the outcome of the recent AYC Board Meeting. Due to a death in the community efforts were made to reschedule the meeting, however a new date was not possible so a shorter version of the meeting took place by conference call.

CW19-25-07 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole acknowledges receipt of the verbal council report RE: Association of Yukon Communities Update for information purposes. Carried 4-0

e) Climate Change

CW19-25-08 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of whole forwards the proposed Climate Change resolution to council with a recommendation to approve.

CW19-25-09 Moved by Mayor Potoroka, seconded by Councillor Johnson that proposed resolution be amended to remove "up to standard water pipes". Carried 4-0
Main Motion Carried 4-0

Agenda Item: Bylaws and Policies

a) Request for Decision RE: Heritage Bylaw

Committee provided the following comments

- 4.11 HAC Honorarium Conversation
 - General consensus that we shouldn't track hours
 - Should pick a flat fee rather than a wage
 - Something middle of the road and based off of other YT communities
- No CAO definition
- Grammar mistakes: 4.01, 10.01, 10.03
- 13.05 Ensure consistency of terms throughout Bylaw (Historic vs. Heritage)
- 7.09 Joint Meetings should be a bi-annual report from HAC as HAC is a committee of council.

CW19-25-10 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of whole forwards the Heritage Bylaw to council with a recommendation to proceed with second reading. Carried 4-0

b) Bylaw Update RE: Single use Plastic Bags and Straws

CW19-25-11 Moved by Councillor Kendrick, seconded by Councillor Shore that committee of whole forwards the Draft Single Use Plastics Bylaw, as amended, to council with a recommendation to proceed with first reading, that committee of the whole recommends council include plastic utensils be included in the bylaw, that committee of the whole recommends council include polystyrene (Styrofoam) takeout containers and cups be included in the bylaw, that committee of the whole recommends council authorize sending a request to Yukon Environment Minister Pauline Frost asking permission to introduce restrictions on single-use plastics. Carried 4-0

Agenda Item: In Camera Session

CW19-25-12 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole extend meeting CW19-25 no longer than 1 hour. Carried 4-0

CW19-25-13 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole move into a closed session for the purposes of discussing land and legal related matters as authorized by section 213 (3) of the Municipal Act. Carried 4-0

CW19-25-14 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 4-0

CW19-25-15 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole forwards the request for direction RE: Lot 40, Dome Subdivision to council with a recommendation to proceed with option 1: Enter into a signed amendment with the original purchaser until March 31, 2020. Carried 4-0

Agenda Item: Adjournment

CW19-25-16 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole meeting CW19-25 be adjourned at 10:59 p.m. with the next regular meeting of committee of the whole being October 21, 2019. Carried 4-0

THE MINUTES OF COMMITTEE OF WHOLE MEETING CW19-25 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW19-26-02 AT COMMITTEE OF WHOLE MEETING CW19-26 OF OCTOBER 23, 2019.

Original signed by:
Wayne Potoroka, Chair

Cory Bellmore, CAO