

**CITY OF DAWSON**  
**AGENDA - COUNCIL MEETING #C25-04**  
**TUESDAY, February 18, 2025 at 7:00 p.m.**  
**Council Chambers, City of Dawson Office**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/82611142070?pwd=le500ohtxGbfJITp0O0B4aXkSLdL2j.1>

Meeting ID: **826 1114 2070**

Passcode: **232256**

**1. CALL TO ORDER**

**2. ADOPTION OF THE AGENDA**

1. Council Meeting Agenda #C25-04

**3. DELEGATIONS, GUEST PRESENTATIONS, PUBLIC QUESTIONS & COMMENTS** (*Delegation by pre-notice, Guest Presentation by Invitation, Public Q & Comment 2 min ea. with max limit at discretion of Chair (testing...)*)

**4. Public Hearings**

1. 25-005 Subdivision application

**5. ADOPTION OF THE MINUTES**

1. Council Meeting Minutes C25-02 of January 21, 2025

**6. BUDGET & FINANCIAL REPORTS**

1. nil

**7. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**

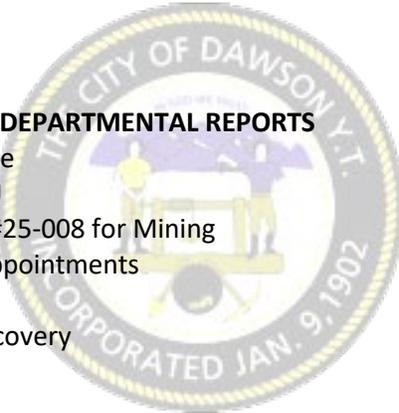
1. Community Grants – January intake
2. Dawson City Music Festival – MOU
3. Development Permit Application #25-008 for Mining
4. Heritage Advisory Committee reappointments
5. Subdivision Application #25-005
6. Solid Waste Management Cost Recovery

**8. BYLAWS & POLICIES**

1. Fees and Charges 2025 Amendment Bylaw (2025-03)- 2<sup>nd</sup> reading
2. Sale of Municipal Lands Policy #25-01

**9. PUBLIC QUESTIONS**

**10. ADJOURNMENT**



# THE CITY OF DAWSON

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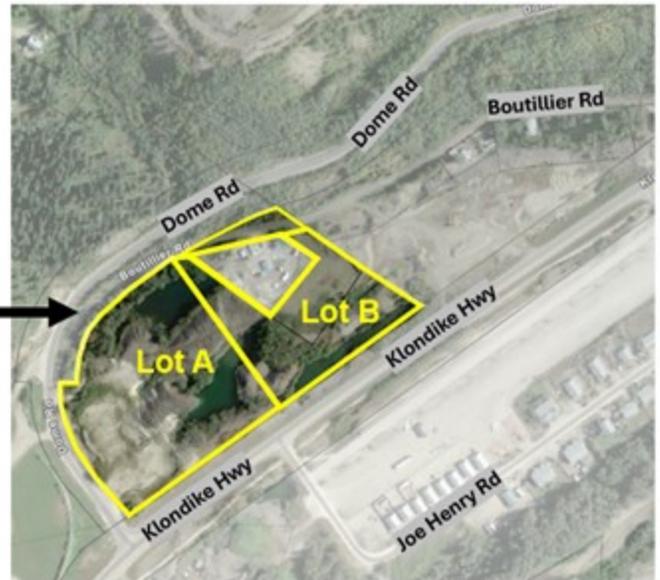
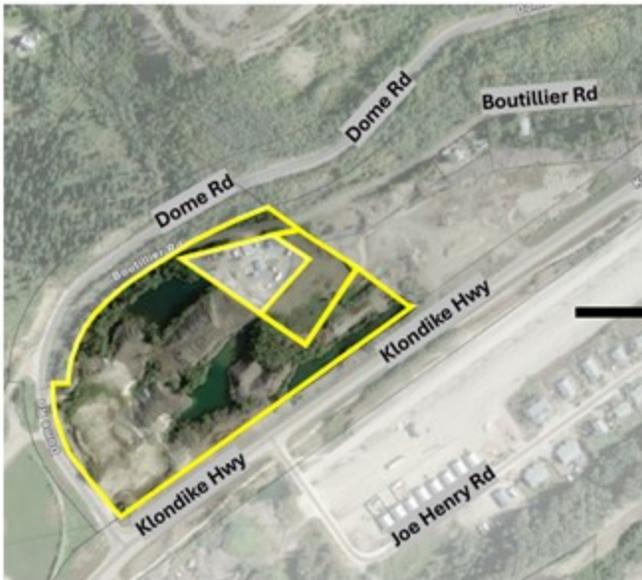


## NOTICE OF PUBLIC HEARING

### Subdivision Application

(Subdivision Application #25-005)

<b>Subject Property</b>	<b>Lots 1059 and 1058-2, Quad 116 B/03</b>
<b>Date and Time</b>	<b>February 18th, 2025 7:00pm</b>
<b>Location</b>	<b>Council Chambers, City Hall</b>
<b>Listen to Public Hearing</b>	<b>Radio CFYT 106.9 FM or cable channel #11</b>



As per Bylaw, S.5.1.4.I, upon receiving an application for subdivision, Council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the subdivision application of Lots 1059 and 1058-2, Quad 116 B/03 to facilitate the construction of the new Recreation Centre.

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

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

**MINUTES OF COUNCIL MEETING C25-02** of the Council of the City of Dawson held on Tuesday, January 21, 2025 at 7:00 p.m. via City of Dawson Council Chambers.

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**PRESENT:**

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

**REGRETS:**

Councillor Tobias Graf

**ALSO PRESENT:**

A/CAO: Paul Robitaille  
 MC: Elizabeth Grenon  
 PDM: Farzad Zarringhalam  
 CFO: David Ni

**1 CALL TO ORDER**

The Chair, Mayor Johnson called Council meeting C25-02 to order at 7:01 p.m.

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**C25-02-01**      **1.1**      **Appoint Chair (training purposes)**  
**Moved By:** Mayor Johnson  
**Seconded By:** Councillor Eastbound

That Council appoint Councillor Hobbs as Chair for Council Meeting C25-02.

CARRIED UNANIMOUSLY

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**C25-02-02**      **2**      **ADOPTION OF AGENDA**  
**Moved By:** Councillor Eastbound  
**Seconded By:** Councillor Lynn

That the agenda for Council meeting C25-02 of January 21 be adopted as amended.

CARRIED UNANIMOUSLY

*-add Closed Meeting-Section 213(3)(f) to agenda*

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**C25-02-03**      **3**      **ADOPTION OF MINUTES**  
**Moved By:** Mayor Johnson  
**Seconded By:** Councillor Eastbound

That the minutes of Council Meeting C24-24 of December 17, 2024 and Budget Meeting C25-01 of January 14, 2025, be approved as presented.

CARRIED UNANIMOUSLY

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**4 FINANCIAL & BUDGET REPORTS**

**C25-02-04**      **4.1**      **TL1 A-Tax Liens**  
**Moved By:** Councillor Lynn  
**Seconded By:** Mayor Johnson

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That Council authenticate the attached list of properties subject to the lien process by affixing the seal of the City of Dawson as per S.83(5) of the Yukon Territory Assessment and Taxation Act.

CARRIED UNANIMOUSLY

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## 5 SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS

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- C25-02-05**      **5.1**      **Travel Approval: Chiefs and Mayors Forum-January 31, 2025**  
**Moved By:** Councillor Lynn  
**Seconded By:** Councillor Hobbs

That Council approves travel and per diems for the mayor to attend the Friday January 31st Chief and Mayors forum in Whitehorse.

CARRIED UNANIMOUSLY

- C25-02-06**      **5.2**      **Heritage Advisory Committee Member Appointment**  
**Moved By:** Mayor Johnson  
**Seconded By:** Councillor Eastbound

That Council appoint Ludovic Antoine to the Heritage Advisory Committee with the term ending September 30, 2027.

CARRIED UNANIMOUSLY

- C25-02-07**      **5.3**      **Subdivision Application #23-103 Extension Request**  
**Moved By:** Mayor Johnson  
**Seconded By:** Councillor Eastbound

That Council grant a 12-month extension of the subdivision authority to consolidate Lots 7, 8, 9 & 10, Block D, Ladue Estate (Subdivision Application #23-103) subject to the following conditions:

1. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.

CARRIED UNANIMOUSLY

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## 6 BYLAWS & POLICIES

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- C25-02-08**      **6.1**      **Fees and Charges 2025 Amendment Bylaw (2025-03)-3rd and Final Reading**  
**Moved By:** Councillor Hobbs  
**Seconded By:** Councillor Eastbound

That Council table Bylaw 2025-03, being the Fees & Charges 2025 Amendment Bylaw, to the next Council meeting.

CARRIED 3-1

- C25-02-09**      **6.1.1**      **Councillor Eastbound Motion-Fees and Charges**  
**Moved By:** Councillor Eastbound  
**Seconded By:** Councillor Hobbs

That Council direct administration to compile and release the comprehensive budget package containing the following elements: ◦ Proposed Tax Rate Increase: Including

detailed calculations, projected revenue, and its expected impact on municipal finances. ◦ Capital Budget Breakdown: Clearly identifying all funding sources for capital projects. ◦ Current Reserves Overview: Providing a complete summary of existing reserves and their designated purposes. ◦ Fees and Charges: A detailed list of all current city fees and charges. ◦ Revenues and Expenditures: A thorough breakdown of all revenues and expenditures, organized for clarity and ease of understanding. This comprehensive package shall be prepared using accessible and plain language, ensuring that it is understandable to the general public and made publicly available through the following channels: ◦ Website Homepage: Prominently featured under the "Latest News and Announcements" section. ◦ E-Newsletter: Distributed as an "E-News" update or included in the municipal newsletter. ◦ City Hall: Available for in-person review at City Hall. ◦ Social Media: Promoted and made available for download via the Municipality's Facebook page.

CARRIED UNANIMOUSLY

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**C25-02-10**      **6.2**      **Road Closure Policy 2025-02**  
**Moved By:** Mayor Johnson  
**Seconded By:** Councillor Hobbs

That Council adopt the Road Closure Policy #2025-02, as amended.

CARRIED UNANIMOUSLY

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**C25-02-11**      **6.2.1**      **Amendment #1**  
**Moved By:** Mayor Johnson  
**Seconded By:** Councillor Hobbs

That the Permanent Road Closure Process be removed from the Policy.

CARRIED UNANIMOUSLY

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**7**      **CLOSED MEETING**

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**C25-02-12**      **7.1**      **Move into Closed Session of Council**  
**Moved By:** Councillor Eastbound  
**Seconded By:** Mayor Johnson

That Council move into a closed session of Committee of the Whole, as authorized by Section 213(3)(f) of the Municipal Act, for the purposes of discussing a legal related matter.

CARRIED 3-1

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**C25-02-13**      **7.2**      **Revert to Open Session of Council**  
**Moved By:** Councillor Hobbs  
**Seconded By:** Councillor Eastbound

That Council revert to an open session of Council to proceed with the agenda.

CARRIED UNANIMOUSLY

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**C25-02-14**      **8**      **ADJOURNMENT**  
**Moved By:** Councillor Lynn  
**Seconded By:** Councillor Hobbs

That Council Meeting C25-02 be adjourned at 9:38 p.m. with the next regular meeting of Council being February 18, 2025. CARRIED UNANIMOUSLY

**THE MINUTES OF COUNCIL MEETING C25-02 WERE APPROVED BY COUNCIL RESOLUTION #C25-XX-XX AT COUNCIL MEETING C25-XX OF FEBRUARY 18, 2025.**

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Justine Hobbs, Chair

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Paul Robitaille, A/CAO



# City of Dawson Report to Council

Agenda Item	Community and Recreation Grants
Prepared By	Paul Robitaille, Parks and Recreation Manager
Meeting Date	Feb 18, 2025
References (Bylaws, Policy, Leg.)	Community Grant Policy #16-01, Recreation Grants Policy 2017-06
Attachments	-

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

## Recommendation

THAT Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$18,375 and Council approve the Level 2 Recreation Grants, as recommended by the Recreation Board in the amount of \$21,425.

## Executive Summary

\$30,000 is budgeted for Community Grants to be dispersed over the three intakes (January 15, May 15, September 15). The City of Dawson received 15 applications for Community Grants in the January 15 intake. If council approves the Community Grants as recommended by the Community Grant Committee in the amount of \$18,375, there will be \$11,625 remaining.

As funded by the Community Lottery Program of Lotteries Yukon, the Recreation Board dispenses two levels of funding under the Recreation Grant Program. Level 1 is intended for individuals or small groups. Level 2 is for community groups, organizations, non-profits and leagues. \$45,978 was budgeted for this year. \$21,425 was committed in this intake. If council approves the Level 2 Recreation Grants as recommended by the Recreation Board in the amount of \$21,425, there will be \$24,553 remaining for this fiscal.

## Background

The evaluation criteria for Community Grants applications is as follows:

- Provide a lasting infrastructure legacy to the community;
- Demonstrate significant volunteer involvement;
- Generate significant local spending and economic impact;
- Maintain open public access to the event or project
- Demonstrate partnership with other levels of government and community groups;
- Show large event attendance and local involvement;
- Have limited access to alternative funding sources;
- Generate awareness of City of Dawson;
- Create a sustainable public and social benefit;
- Involve youth and seniors
- and the Recreation Grants Policy establish the criteria

The evaluation criteria for Recreation Grants is as follows:

- Public benefit (number of participants, large target audience)
- Reduction of barriers (such as low fees, accessibility, reduce social & cultural barriers, location)
- Building capacity (leadership development, instructor training, activity promotion or infrastructure improvement)
- Application (complete, alternative funding sources, partnerships)

Based on the evaluation criteria established in the Community Grants Policy and the Recreation Grants Policy the respective committees make the following recommendations to Council for approval:

Organization	Project	Requested	Community Grants Commitment	Recreation Fund Commitment	Conditions
	Budgeted/available funds		\$30,000	\$45,978	
<b>KATTS</b>	Ski Trail Grooming & Events	\$6,020	\$3,000	\$3,000	
<b>Dawson City Honky Tonk Society</b>	Dawson City Honky Tonk	\$2,000	\$1,000	\$1,000	
<b>Humane Society Dawson</b>	Canine Training Classes	\$1,700	\$1,000	\$700	
<b>Child Development Centre</b>	Romp & Run	\$2,400		\$2,400	
<b>Queer Yukon Society</b>	Dawson Pride Festival - "Queer Healing"	\$3,000	\$1,000	\$1,000	
<b>Dawson City Music Festival</b>	Dawson City Music Festival Infrastructure	\$3,000	\$3,000		
<b>KIAC</b>	Dawson City International Short Film Festival	\$750	\$375	\$375	
<b>KIAC</b>	Yukon Riverside Arts Festival	\$4,000	\$2,000	\$2,000	
<b>Klondike Hockey League</b>	KHL Senior Tournament	\$2,450		\$2,450	
<b>Dawson City Minor Soccer</b>	Youth Work Experience	\$3,000	\$1,500		
<b>Dawson City Minor Hockey</b>	U11 Minor Hockey Championships	\$3,000		\$3,000	
<b>Dawson City Chamber of Commerce</b>	Dawson City International Gold Show	\$5,000	\$2,500	\$2,500	
<b>KVA</b>	Summer Concert Series	\$3,000	\$1,500	\$1,500	
<b>KVA</b>	Thaw di Gras Spring Carnival	\$3,000	\$1,500	\$1,500	
<b>Total</b>			<b>\$18,375</b>	<b>\$21,425</b>	
	Remaining Funds		\$11,425	\$24,553	

**Discussion / Analysis**

-

**Fiscal Impact**

-

**Alternatives Considered**

-

**Next Steps**

Distribute funds

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Feb 14, 2025



# City of Dawson

## Report to Council

Agenda Item	Dawson City Music Festival – Requests
Prepared By	Paul Robitaille, Parks and Recreation Manager
Meeting Date	February 4, 2025
References (Bylaws, Policy, Leg.)	Bylaw #222; Bylaw #2007-03
Attachments	<ol style="list-style-type: none"> <li>1. <i>MoU – City of Dawson &amp; DCMF – 2025-2028</i></li> <li>2. <i>#07-03- Property Maintenance &amp; Nuisance Abatement Bylaw</i></li> <li>3. <i>#222-Camping Bylaw</i></li> </ol>

<b>x</b>	Council Decision
	Council Direction
	Council Information
	Closed Meeting

### Recommendation

THAT Council approves the 2025-2028 Memorandum of Understanding between the Dawson City Music Festival and City of Dawson.

### Executive Summary

Following direction from City of Dawson Council, Administration and Dawson City Music Festival (DCMF) staff met to draft a Memorandum of Understanding (MoU), attached to this report

This Drafted MoU aims to formalize the City's longstanding support for DCMF, ensuring clarity on responsibilities, financial implications, and mutual benefits. By securing a four-year agreement, the City and DCMF can reduce administrative burden and enhance event planning certainty.

As a summary, City of Dawson and DCMF are proposing the following items as part of a four-year MoU commencing upon signing, and ending December 31, 2028:

1. **Variance to Bylaw #2007-03 Property Maintenance & Nuisance Abatement, Section 2 (11), “Incessant Noise”**
2. **Variance to Bylaw #222 – Camping Bylaw, to setup a temporary camping location at Crocus Bluff Park**
3. **In-Kind Use of storage space in City of Dawson’s Callison Yard.**
4. **In-Kind Use of Minto Park and Minto Park Concession Building**
5. **In-Kind Use of City of Dawson Equipment or personnel, up to a value of \$2000 annually for festival setup, execution, and clean-up.**

In exchange, City of Dawson would be recognized at the highest Sponsorship Level, including all the perks this level of Sponsorship receives. Additional, City of Dawson will receive use of DCMF’s power pole at Minto Park and receive in-kind access of their event supplies, based on availability.

### Background

Dawson City Music Festival (DCMF) has been a signature event in our community since 1979. It has historically been one of the largest events in the Territory, bringing in 1000+ visitors to our community over a weekend in July for over 40 years. City of Dawson has been a supporter of this event throughout these years, through in-kind and financial contributions. However, we do not have great historical records that formalize our support. City of Dawson and DCMF staff have met to discuss this matter and believe the development of an agreement between both parties would be beneficial to establish the parameters of our relationship and give direction to both organization on what to expect and provide for this event.

At Committee of the Whole Meeting CW24-04-06, the following motion was approved by Council: That Committee of the Whole forward the Dawson City Music Festival (DCMF) Property Maintenance and Nuisance Abatement Bylaw

(#07-03), Part II 11(1) "Incessant Noise" Exemption Request to Council for approval and direct administration to work with DCMF leadership to draft a Service Agreement for the 2025 festival and present it to Council by March 31, 2025.

Subsequently, Council discussed this item with administration from both City of Dawson and Dawson City Music Festival at CW25-02 where they approved a motion to forward a drafted Memorandum of Understanding to Council.

### Discussion / Analysis

1. **Scale of Event:** Dawson City Music Festival is a unique event, which is larger than the majority of our other community events, requiring more infrastructure, financing, and support than is possible through the Community Grants process (\$3000 maximum, generally). Given their scale, Administration believes it is prudent to proceed with a Memorandum of Understanding to avoid the limitations and strain this type of ask could put on our Community Grant process.
2. **Memorandum of Understanding:** Although Administration was directed to create a Service Agreement, this type of agreement is typically used for a transactional relationship, as opposed to a collaborative relationship. We believe the MoU is preferable for its flexibility, and in-kind nature of the contents of the agreement, while still meeting the intentions of the original resolution to develop a Service Agreement.
3. **Term:** Administration proposes a four-year agreement, commencing in 2025, and ending on December 31, 2028. This would align with the tenure of current Council and alleviate the need for DCMF to come to Council for these matters, unless required as part of an annual review (see conditions).
4. **Conditions:**
  - a. Insurance: DCMF will be required to provide event insurance for facility rentals
  - b. Annual Request and Review:
    - i. DCMF would provide an annual request for equipment, facility usage, and confirm dates by February 1.
    - ii. City of Dawson and DCMF would review the success and challenges post-event, to ensure MoU is working and addresses the needs and challenges faced by both groups.
  - c. Both parties would be able to terminate the agreement with 90 days notice.
5. **Variance to Bylaw #2007-03 Property Maintenance & Nuisance Abatement, Section 2 (11), "Incessant Noise"**

This bylaw restricts noise between 11:00 PM and 7:00 AM. This variance only impacts the Minto Park area from 11:00 PM to 2:00 AM on Friday and Saturday, 11:00pm-12:00am on Sunday of festival weekends. Residents are notified by DCMF and are generally accustomed to this variance being accommodated during the event. In past years, this has been a regular request approved by Council to allow the festival to extend beyond the bylaw's prescribed hours. Granting approval for a four-year period would streamline the process and reduce administrative time, as it would eliminate the need for annual Council approval.
6. **Variance to Bylaw #1976-222 – Camping Bylaw, to setup a temporary camping location at Crocus Bluff Park**

The Camping Bylaw restricts camping outside designated areas; however, a temporary campsite may be approved by the City of Dawson's CAO. User groups will be informed of this arrangement, and conditions of use will follow past practices, including insurance coverage, security, janitorial services, and rule enforcement. Historically, this temporary camping option has been supported by local businesses, as accommodation in town are typically at capacity during the festival weekend. This service has enabled more visitors to attend the festival, benefiting both local businesses and event organizers. The City of Dawson has granted this variance in previous years. As outlined in **Camping Bylaw #222, Section 4(1)**, the CAO or their designate has the authority to approve temporary campsites, provided Council is informed. Currently, Administration supports this request and recommends including it in the annual review of this MoU with DCMF.
7. **Callison Yard:** DCMF already utilizes a portion of our yard but does not have any formal agreement for their portion of this property, and for which the City does not receive revenues. Administration believes that creating this MoU will help in the monitoring, safety and upkeep of this section of our yard and supports its inclusion to formalize ongoing use by DCMF. It is hard to quantify the value of this space, but we have utilized the formula

of one dollar per square foot, for the purposes of this discussion. Undervaluing this space could create a risk on other agreements for use of our space moving forward. Overvaluing this space may skew the value of our sponsorship.

**8. In-Kind Use of Minto Park and Minto Park Concession Building**

Last year marked the first time since 2019 that DCMF utilized Minto Park and the Concession Building. While our records do not provide full clarity on the specific arrangements during their use of these facilities, it is likely that in-kind sponsorship was provided, potentially through Community Grants or other means. However, we have been unable to locate formal documentation confirming these arrangements.

**9. In-Kind Use of City of Dawson Equipment, up to a value of \$2000 annually for festival setup, execution, and clean-up.**

Through the years, City of Dawson has lent equipment, such as tents, barricades, hammers, shovels, etc. We have also provided staff and their wages, who have used our vehicles and equipment to perform tasks to support needs during setup, execution and cleanup of the event. We would expect to have an annual request from DCMF for both equipment and assistance, which would be approved by managers (mainly PW and Parks and Recreation). Should the value be estimated to be over \$2000, we would bring this to CAO for review.

**10. Ongoing Support & Common Sense**

Our commitment to the community—and to DCMF—extends well beyond the terms of any MoU. This MoU is intended to capture the primary areas of support we provide to DCMF, but it is not meant to restrict or limit our ability to exercise discretion and common sense as managers to support DCMF.

**Fiscal Impact**

This agreement primarily constitutes in-kind support provided by the City of Dawson. However, to ensure transparency, the estimated fiscal impact of the support is outlined below, based on current rates and fees.

**Estimated and Approximate Annual Costs**

- 1. **Minto Park Use:** \$132.50 per day for up to 14 days = **1,855**
- 2. **Minto Concession Building Use:** \$165.00 per day for up to 14 days = **2,310**
- 3. **Callison Yard Use (8,100 ft<sup>2</sup>):** Estimated at \$1 per square foot annually = **8,100**
- 4. **Other In-Kind Asks:** Up to \$2,000 annually, based on mutually agreed terms = **2,000**

**Total Estimated Value Annually = \$14,265**

This agreement would have little to no impact on our budgeted revenues, as we have provided most of the items listed in the MoU in the past through in-kind support. DCMF generates significant tourism revenue, supports local businesses, and enhances Dawson’s cultural landscape. The estimated \$8,165 in in-kind support aligns with historical contributions and ensures festival sustainability without overburdening the Community Grants process.

**Alternatives Considered**

- 1. Council could deny the signing of this MoU, and direct DCMF to apply to our Community Grants process.
- 2. Council could request modifications to this MoU, and direct staff to negotiate within a range with DCMF.
- 3. Council could request an agreement for each of the various components.

**Next Steps**

Based on Council direction, we will amend, finalize, or rescind the creation of this MoU.

Approved by	Name	Position	Date
	David Henderson	CAO	February 13, 2025

**MEMORANDUM OF UNDERSTANDING (MoU)**  
**Between the Dawson City Music Festival (DCMF) and the City of Dawson**  
**2025-2028**

This Memorandum of Understanding (MoU) is made and entered into by and between:

**Dawson City Music Festival Association**

(hereinafter referred to as "DCMF")

Box 456 – 802 3<sup>rd</sup> Ave

Dawson City, Yukon, Y0B 1G0

867-993-5584

info@dcmf.com

and

**The City of Dawson**

(hereinafter referred to as "the City")

Box 308 - 1366 Front St

867-993-7400

recreation@cityofdawson.ca

**WHEREAS**

**A.** DCMF has been a significant cultural event in the Yukon, and a cornerstone of the Dawson City community since its founding in 1979, with over 40 years of history attracting thousands of visitors annually and contributing to the vibrancy and economic health of the region.

**B.** The City of Dawson has long recognized the importance of DCMF as a major community event, offering in-kind and financial support to ensure its success over many years.

**C.** Both the City and DCMF share a commitment to maintaining this event as a celebrated and sustainable cultural tradition, fostering tourism, community engagement, and local economic development. The parties acknowledge that DCMF contributes significantly to the City's identity and spirit by engaging over 300 volunteers annually and by presenting free and accessible programming, including programming for families and youth.

**D.** The City of Dawson has provided substantial support to DCMF in the past, including the use of Minto Park, Callison Yard, and City equipment, as well as granting variances to local bylaws to accommodate their organizational needs, creating a long-standing relationship of collaboration and mutual support;

**E.** The parties recognize that formalizing this support through a Memorandum of Understanding (MoU) will clarify the roles and expectations of both organizations,

ensuring the continued success of DCMF, reducing uncertainty, and minimizing staff time spent on annual applications and approvals.

## **1. PURPOSE AND SCOPE**

The purpose of this MoU is to formalize the partnership between DCMF and the City of Dawson. This MoU outlines the roles, responsibilities, and expectations of both parties regarding support for the DCMF's annual summer Festival, including in-kind contributions, bylaw variances, facility use, and shared responsibilities during the event.

## **2. TERMS OF THE AGREEMENT**

This MoU will commence on the date of signing and remain in effect until **December 31, 2028**, unless terminated earlier as provided below.

## **3. CITY OF DAWSON RESPONSIBILITIES**

The City of Dawson agrees to provide the following:

### **3.1 Variance to Bylaw #2007-03 - Property Maintenance & Nuisance Abatement**

The City will provide a variance to Section 2 (11) of the **Incessant Noise** bylaw, permitting the extension of noise levels beyond 11:00 PM until 2:00 AM on the Friday, Saturday, and Sunday of the Festival.

### **3.2 Variance to Bylaw #222 - Camping Bylaw**

The City agrees to approve a temporary camping location at Crocus Bluff Park for Festival attendees, subject to the City's standard conditions for temporary camping, including the provision of insurance coverage, security, and janitorial services.

### **3.3 In-Kind Use of City Property**

The City agrees to the following in-kind contributions for the duration of the Festival:

- **Minto Park:** Use of Minto Park and the Minto Park Concession Building, located at 471 Seventh Avenue, for up to two weeks; prior, during and post festival, as an in-kind donation.
- **Callison Yard:** In-kind use of designated area within Callison Yard, located at 63 Callison Road, for storage purposes. The space shall be limited to eight thousand, one-hundred square feet (8100ft<sup>2</sup>).
- **City Equipment:** Provision of City-owned equipment (e.g., tents, barricades, shovels) and personnel support, up to a value of \$2,000 annually for event setup, execution, and cleanup.

### 3.4 Annual Review and Request Process

- **Annual Requests:** DCMF will submit annual requests for City equipment, facility use, and personnel support by February 1 annually.
- **Review:** Both parties will review the MoU post-event to assess its effectiveness, address any challenges, and make necessary adjustments.

### 3.5 Termination

Either party may terminate this MoU with 90 days' written notice. Upon termination, both parties will work together to ensure an orderly conclusion of their respective responsibilities related to the Festival.

## 4. DCMF RESPONSIBILITIES

### 4.1 Event Insurance

DCMF shall name the City of Dawson as an additional insured for all facility rentals, including Callison Yard. DCMF agrees to maintain coverage sufficient to cover any damage or loss to City-owned equipment and facilities used during the Festival. This insurance shall include general liability coverage with a minimum limit of **\$2,000,000 per incident** to protect both parties from any claims arising from the use of City property and facilities.

### 4.2 Sponsorship Acknowledgment

In recognition of the City's support, DCMF agrees to provide the City with sponsorship benefits consistent with the highest sponsorship level as per the Festival's sponsorship package. These benefits will be communicated and agreed upon annually, but will always include:

- Hyperlinked logo on DCMF website
- Dedicated "Thank You" post across DCMF social media platforms
- Prominent logo placement on all print and digital marketing assets
- Prominent logo placement in "Thank You" ad run in the Yukon News and Klondike Sun
- Festival passes and access to employee ticket discounts
- Banner on festival grounds
- MC recognition from all stages

### 4.3 Communication with Residents

DCMF will notify residents in the vicinity of the event site of any variances to noise or camping regulations and ensure that appropriate measures are in place to address any concerns.

#### 4.4 City Use of DCMF Assets

The City of Dawson may use DCMF's infrastructure for City events, subject to availability, as follows:

- **Power Pole Hookup:** The City may use DCMF's power pole located at Minto Park for electrical needs related to City events.
- **Event Assets:** The City may use DCMF's event assets, including tenting, fencing, and other related equipment, for City events, subject to availability. The City will coordinate with DCMF in advance to ensure availability and will cover any associated costs or damages.

#### 5. INSURANCE AND LIABILITY

Both parties agree to maintain appropriate insurance coverage for their respective roles and responsibilities. DCMF is responsible for ensuring adequate event insurance for the event, including liability coverage for activities and use of City facilities. The City is not liable for any damages or claims arising from DCMF events.

#### 6. SIGNATURES

By signing below, both parties agree to the terms of this MoU and commit to fulfilling the responsibilities outlined herein.

##### **Signed, On Behalf of Dawson City Music Festival**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

##### **Signed, On Behalf of the City of Dawson**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# **THE TOWN OF THE CITY OF DAWSON**

## **BYLAW #07-03**

As amended by Bylaw #08-04

**A Bylaw to regulate the proper maintenance of property and the abatement of nuisances, including property or things that:**

- (a) Affect the safety, health and welfare of people in the neighborhood; or**
- (b) Affect the amenity of a neighborhood.**

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

- (a) The safety, health, and welfare of people and the protection of persons and property, including fire protection, fireworks, other explosives, firearms, weapons or devices, ambulance services, emergency services and other emergencies;
- (b) Subject to the *Building Standards Act*, building standards or codes, and regulation, the construction, demolition, removal, or alteration of any building or other structure;
- (c) Subject to the *Highways Act*, the management and control of municipal highways, including temporary and permanent opening and closing, sidewalks, boulevards, all property adjacent to highways, whether publicly or privately owned, naming of highways, and lighting of highways;
- (d) Nuisances, unsightly property, noise and pollution and waste in or on public or private property;
- (e) Vegetation and activities in relation to it, and the control, health and safety of, and protection from, wild and domestic animals, including insects and birds

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

### **Part I - Interpretation**

#### **Short Title**

1. This Bylaw may be cited as **The Property Maintenance & Nuisance Abatement Bylaw #07-03.**

#### **Purpose**

2. The purpose of this Bylaw is to provide for the proper maintenance of property and the abatement of nuisances, including property or things that:
  - (a) Affect the safety, health and welfare of people in the neighborhood; or
  - (b) Affect the amenity of a neighborhood.

## Definitions

### 3. In this Bylaw:

- (a) “accessory building” means a subordinate building and/or structure, the use of which is incidental to that of the main building or buildings on the same lot or building site; but not including any building used for living or sleeping quarters.
- (b) “building” means a building within the meaning of *The National Fire Code of Canada 2005*.
- (c) "bylaw officer" means an individual appointed by Council to act on behalf of the City of Dawson to enforce bylaws.
- (d) “City” means the Town of the City of Dawson;
- (e) “Council” means the Council of the Town of the City of Dawson;
- (f) “dwelling unit” means a room or series of rooms of complementary use operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities;
- (g) “graffiti” means any drawing, inscription, writing or other mark that disfigures or defaces any building, accessory building, fence or other structure, however made, or otherwise affixed;
- (h) “habitable room” means a room in a dwelling unit used or intended to be used for living, sleeping, cooking or eating purposes or any combination thereof; but does not include a bathroom, laundry, pantry, lobby, stairway, closet, service room or other space for service and maintenance of the dwelling unit;
- (i) “junked vehicle” means any automobile, tractor, truck, trailer or other motor vehicle that:
  - (i) either:
    - (a) has no valid license plates attached to it; or
    - (b) is in a rusted, wrecked, partly wrecked, dismantled, partly dismantled, inoperative or abandoned condition; and
  - (ii) is located on private land, but that:
    - (a) is not within a structure erected in accordance with any law respecting the erection of buildings and structures in force within the City; and
    - (b) does not form a part of a business enterprise lawfully being operated on that land;
- (j) "motor vehicle" shall have the same meaning given it in of the Motor Vehicles Act;
- (k) “nuisance” means:
  - (a) a condition of property; or
  - (b) a thing;  
That affects or may affect the amenity of a neighborhood or the safety, health and welfare of people in the neighborhood, and includes:
    - (i) a building in a ruinous or dilapidated state of repair;
    - (ii) an unoccupied building that is damaged and is an imminent danger to public safety;
    - (iii) land that is overgrown with grass and weeds;
    - (iv) untidy and unsightly property;
    - (v) junked vehicles; and
    - (vi) open excavations on property;
- (l) “occupant” means an occupant of land and includes the resident occupant of land of, if there is no resident occupant, the person entitled to the possession thereof, a

- leaseholder or a person having or enjoying in any way or for any purpose whatsoever the use of the land otherwise than as owner, whether or not the land or part thereof is an unsurveyed area, and includes a squatter;
- (m) "officer" means a Bylaw Officer of the City, or a member of the Royal Canadian Mounted Police;
  - (n) "owner" means a person who has any right, title, estate or interest in land or buildings other than that of a mere occupant, tenant or mortgagee;
  - (o) "property" means land or buildings or both;
  - (p) "property owner" means the owner as registered with the Registrar of the Yukon Land Title Office or the owner's authorized representative;
  - (q) "structure" means anything erected or constructed, the use of which requires temporary or permanent location on, or support of, the soil, or attached to something having permanent location on the ground or soil; but not including pavements, curbs, walks or open air surfaced areas; and

### **Responsibility**

- 4. Unless otherwise specified, the owner of a property, including land, buildings and structures, shall be responsible for carrying out the provisions of this Bylaw.

## **Part II - Nuisances**

### **Nuisances Prohibited Generally**

- 1. No person shall cause or permit a nuisance to occur or remain on any property owned by that person.

### **Dilapidated Buildings**

- 2. No person shall cause or permit a building or structure to deteriorate into a ruinous or dilapidated state such that the building or structure:
  - (a) Is dangerous to the public health or safety; or
  - (b) Substantially depreciates the value of other land or improvements in the neighborhood.

### **Unoccupied Buildings**

- 3. (1) No person shall cause or permit an unoccupied building to become damaged or to deteriorate into a state of disrepair such that the building is an imminent danger to public safety.
- (2) The owner of a vacant building must maintain it in compliance with the standards set out in this Bylaw.
- (3) The owner of a vacant building must ensure that the building is secure from unauthorized entry by ensuring:
  - (a) All exterior doors to the building are operational and fit tightly within their frames when closed and are locked so as to prevent entry. All windows are either permanently sealed or locked so as to prevent entry and all windows and doors are in good repair; or
  - (b) All doors, windows and other openings at the basement and first floor levels are covered with a solid piece of plywood at least 11(mm) 1/2(in) thick and secured with nails or screws. All doors, windows and other openings above the first floor are covered with a solid piece of plywood at least 8(mm) 1/4(in) thick and secured with nails or screws.

### **Untidy and Unsightly Property**

4. No person shall cause or permit any land or buildings to become untidy and unsightly due to graffiti or the accumulation of new or used lumber, cardboard, paper, newspapers, appliances, tires, cans, barrels, scrap metal or other waste materials or junk.

### **Junked Vehicles**

5. No person shall cause or permit any junked vehicle to be kept on any land owned by that person.

### **Open Excavations**

6. No person shall cause or permit any basement, excavation, drain, ditch, watercourse, pond, surface water, swimming pool or other structure to exist in or on any private land or in or about any building or structure which is dangerous to the public safety or health.

### **Graffiti**

7. No person shall permit graffiti to remain on any building, accessory building, fence or other structure on property owned by that person.

### **Damage to Public Owned Grass Areas**

8. No person shall drive upon and no motorized vehicle shall be allowed on or across the grass of any public owned grassed in areas within the City except when it is necessary to cross part of the area for the purpose of delivery or removal of furniture, household goods, or other like chattels, in which case planks of sufficient length and width shall be placed over the area in front of the building in or from which such chattels or goods shall be delivered or removed, so that damage or injury shall not ensue to that part of the said area, and the person responsible for such transporting of goods and chattels shall be liable should the area not be in as good condition as it was prior to.

### **Highway Names**

9. (1) City Council shall be responsible for the assigning of names and/or numbers to highways within the City and for the placing of signs therefore.  
(2) Every person who erects, removes, defaces or damages any such sign as aforesaid in any way whatsoever, shall be liable for an infraction of this bylaw.

### **Earth Removal**

10. No person shall take up or dig or carry away any of the earth, sand or gravel in or from any highway, sidewalk, alley, lane, or park within the City or from any real property owned by the City, without the written permission of the Superintendent of Public Works or the CAO.

### **Incessant Noises**

11. (1) Everyone who makes or causes noises or sounds in or on a highway or elsewhere in the City which disturbs or tend to disturb the quiet, peace, rest, enjoyment, comfort or convenience of the neighborhood or of persons in the vicinity, shall upon warning from any Bylaw Officer cease making or causing such noises forthwith, or shall be deemed to have contravened the provisions of the bylaw.

(2) Construction equipment, light work equipment including tractors, lawnmowers, shall not be operated between the hours of eleven o'clock at night and seven o'clock in the morning (11:00 p.m. to 7:00 a.m.) in residential areas except with the permission of the Bylaw Officer.

#### **Election Posters**

12. Election Posters may be erected but must be removed within seven days after the election to which they apply. Failure to remove said poster(s) within the specified seven days shall be deemed a contravention of this bylaw.

#### **Air Pollution**

13. No person being the owner or occupier of real property or his agent, shall within the City commit any act or condition of air pollution or discharge or allow the discharge into the atmosphere of any fumes, noxious gases, cinders, sparks, ash or other solid or liquid particles, or effluvia, or any other products of combustion to any extent or degree, that may be or are liable to become injurious to the health, comfort, property or welfare of any one or more of the residents or inhabitants of the City.

#### **Public Utilities**

14. (1) No gas, electric, light, telephone, power, pipeline or water company, radio or television broadcasting company, or closed circuit television company shall use the highways within the City for the construction of the above mentioned utilities until they first supply the office of the Superintendent of Public Works with complete plans and specifications of the proposed work or undertaking to be constructed and have obtained the written permission of the Superintendent of Public Works which shall be subject to the approval of the City Council
- (2) No construction pursuant to above shall commence until a signed agreement indemnifying and saving harmless the City of Dawson is received along with a copy of the related insurance policy showing loss payable to the City.

#### **Boarding up of Property**

15. (1) Where plywood is applied to openings, it is to be installed from the exterior, and fitted entirely within the frames in a manner that does not detract from the value of other properties in the immediate vicinity.
- (2) Where the building is within a zone where architectural Historic Guidelines apply as defined by Zoning and Historical Control Bylaw #97-25 and amendments to and replacements thereof, the plywood must be:
- a, Painted black or in a colour that matches the exterior of the structure
  - b, Painted with a window design that would meet the Historic Guidelines requirements for an actual window

### **Part III - Property Maintenance**

#### **Duty to Maintain**

1. (1) All property, including land, buildings and structures, shall be maintained in accordance with the minimum standards prescribed in this Part.

- (2) No person shall cause or permit the occupancy or use of any property, including land, building or structures that do not conform to the minimum standards.
- (3) Every occupant of a property, including land, buildings and structures, shall:
  - (a) Keep in a clean and sanitary condition that part of the property that the occupant occupies or controls;
  - (b) Maintain exits to the exterior of the building in a safe and unobstructed condition;
  - (c) Dispose of garbage and refuse and keep the property free from rubbish and other debris which might constitute fire, health or safety hazards; and
  - (d) Keep any supplied fixtures clean and sanitary and exercise reasonable care in their proper use and operation.
  - (e) Not use any property within a residential area as defined by the Zoning Bylaw for the storage, repair, cleaning, maintenance, collection or servicing of equipment such as bulldozers, graders, backhauls, loaders, cranes, tractors, semi-trailers or a combination thereof, or other similar heavy equipment.

## **Maintenance of Yards and Accessory Buildings**

### **Application**

2. This Division applies to all accessory buildings and yards within the City.

### **Maintenance of Yards**

3. (1) A yard shall be kept free and clean from:
  - (a) Garbage and junk;
  - (b) Junked vehicles and dismantled machinery;
  - (d) Holes and excavations that could cause an accident;
  - (e) An infestation of rodents, vermin or insects;
  - (f) Dead or hazardous trees; and
  - (g) Sharp or dangerous materials.
  - (h) Accumulation of appliances, parts and accessories
- (2) A yard shall be graded in such a manner so as to prevent:
  - (a) Excessive accumulation of water; and
  - (b) Excessive dampness accumulating near buildings or structures.

### **Outdoor Storage of Materials**

4. (1) Any building materials, lumber, scrap metal, boxes or similar items stored in a yard shall be neatly stacked in piles.

### **Refrigerators and Freezers**

5. Any refrigerator or freezer left in a yard and not in use shall first have its hinges, latches, lid, door or doors removed, if in use it shall be securely locked.

### **Snow Removal**

#### **6. "Roof"**

Every owner/occupier of any real property shall remove snow, ice or rubbish from the roof or other part of any structure thereon, adjacent to or abutting any portion of any highway, sidewalk or footpath, immediately after such accumulation occurs or when requested to do so by a Bylaw Officer of the City of Dawson.

## **7. "Sidewalk"**

- (1) Every owner/occupier of any real property shall remove snow, ice or rubbish from:
  - (a) from all sidewalk which abuts any side of their property;
  - (b) from any path leading from a sidewalk abutting their property to the roadway;and
  - (c) between any sidewalk abutting their property and a crosswalk;
- (2) No owner/occupier shall permit icicles to accumulate on the eaves or gutters of any building so as to become dangerous to persons passing on a sidewalk, street or pathway.
- (3) No owner/occupier shall deposit snow and ice upon any street or sidewalk in such a way as to create a safety hazard.

## **Walkways, Driveways and Parking Spaces**

8. If a walkway, driveway or parking space is provided, it shall be maintained so as to afford safe passage thereon under normal use and weather conditions.

## **Waste Disposal**

9. Every building shall be provided with a sufficient number of receptacles to contain all waste in accordance with the provisions of the City's Garbage Bylaw.

## **Accessory Buildings**

10. (1) Accessory buildings shall be kept:
  - (a) In good repair;
  - (b) Free of infestation by rodents, vermin and insects;
  - (c) Free of health, fire and safety hazards; and
  - (d) Free of graffiti.
- (2) Accessory buildings shall be equipped with doors or closures and shall be kept secured so as to prevent unauthorized entry.

## **Fences**

11. Fences shall be maintained in a safe and reasonable state of repair and free of graffiti.

## **Part IV - Enforcement, Offences and Penalties**

### **Compliance with Other Legislation**

1. An owner is responsible for and is not excused from ascertaining and complying with the requirements of any Federal, Territorial or other Municipal legislation; or the condition of any easement, covenant, building scheme, or development agreement affecting the building or land.

### **Enforcement of Bylaw**

2. (1) The administration and enforcement of this Bylaw is hereby delegated to the Chief Administrative Officer of the City of Dawson.
- (2) The Chief Administrative Officer the City of Dawson is hereby authorized to further delegate the administration and enforcement of this Bylaw to a Bylaw Officer(s).

### **Inspections**

3. (1) The inspection of property by the City to determine if this Bylaw is being complied with is hereby authorized.
- (2) Inspections under this Bylaw shall be carried out in accordance with The National Fire Code of Canada 2005 and the National Building Code of Canada 2005 and City Bylaws.
- (3) No person shall obstruct a bylaw officer who is authorized to conduct an inspection under this section, or a person who is assisting a bylaw officer.

### **Order to Remedy Contraventions**

4. (1) If a bylaw officer finds that a person is contravening this Bylaw, the officer may, by written order, require the owner or occupant of the property within the time specified on the order to remedy the contravention.
- (2) If the person does not comply with the directions within the specified time, the municipality will take the action or measure at the expense of the person.

### **Service of Order to Remedy**

5. (1) Every Order made under this Bylaw must be served:
  - (a) In the case of service on an individual, personally or by mailing it by registered mail to address on the Assessment Roll.
  - (b) In the case of service on a corporation, personally on a director, officer, or manager or the corporation, or by leaving it at or mailing it by registered mail to the address on the Assessment Roll.
  - (c) An order served by registered mail is deemed to have been received on the seventh day following the date of it's mailing

### **Review by Council of Order to Remedy**

6. (1) A person who receives a written order under Section 34 may request council by written notice to review the Order within 14 days after the Order is received
- (2) After reviewing the order, the council may confirm, vary, substitute, or cancel the Order.

### **City Remedying Contraventions**

7. The City may take whatever actions or measures are necessary to remedy a contravention of this Bylaw.

### **Civil Action to Recover Costs**

8. The City may collect any unpaid expenses and costs incurred in remedying a contravention of this Bylaw by civil action for debt in a court of competent jurisdiction.

### **Adding Amounts to Tax Roll**

9. The City may add any unpaid expenses and costs incurred by the City in remedying a contravention of this Bylaw to the taxes on the property on which the work was done.

### **Emergencies**

10. In the event that it becomes an emergency to remedy a contravention of this Bylaw, the City may take whatever actions or measures are necessary to eliminate the emergency.

### **Offences**

11. (1) No person shall:
  - (a) Fail to comply with an order made pursuant to this Bylaw;
  - (b) Obstruct or hinder any municipal inspector or any other person acting under the authority of this Bylaw; or
  - (c) Fail to comply with any other provision of this Bylaw.

- (2) Any person who contravenes any provision of this bylaw is guilty of an offence;
- (a) A fine not exceeding two thousand dollars (\$2000.00) or to imprisonment for six months or to both where proceedings are commenced pursuant to the summary convictions provisions of the Criminal Code of Canada;
  - (b) A fine not exceeding five hundred dollars (\$500.00) or to imprisonment for six months or both where proceedings are commenced pursuant to the Summary Convictions Act of the Yukon.
  - (c) In the case of a continuing offence, to a maximum daily fine of not more than \$500 per day.

**Repealed**

12. Bylaw 88-21 and its amendments thereto are hereby repealed

**Coming Into Force**

13. This Bylaw shall come into force on the day of its final passing.

**READ A FIRST TIME THIS 3<sup>rd</sup> DAY OF APRIL, 2007.**

**READ A SECOND TIME THIS 26<sup>th</sup> DAY OF JUNE, 2007.**

**READ A THIRD TIME AND FINALLY PASSED THIS 10<sup>Th</sup> DAY OF JULY, 2007.**

Original Signed by:

John Steins  
MAYOR

Paul Moore  
CAO

**CAMPING BYLAW # 222**

**(CONSOLIDATED)**

**As amended by Bylaw #13-05**

All fee schedules attached to and forming part of this bylaw are hereby repealed,  
and all references to fees and charges in the this bylaw are replaced by  
references to the Fees and Charges Bylaw

BYLAW # 222

A Bylaw to regulate overnight camping and parking within the City of Dawson.

WHEREAS Section 137 (1) Chapter 10 of the Municipal Ordinance (1972 First Session) provides that the Council of the City of Dawson may pass Bylaws for the peace, order and good government of the City of Dawson, and

WHEREAS the Council of the City of Dawson deems it desirable to regulate overnight camping and parking within the City of Dawson,

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

1. Short Title

This Bylaw may be cited as the "Camping Bylaw".

2. Interpretation

In this Bylaw, unless the context otherwise requires,

- (1) "Camper" means a vehicle or part of a vehicle suitable to provide temporary living accommodation for one or more persons, whether or not the vehicle is designed and intended to provide such accommodation, and whether or not the vehicle or part of a vehicle is self-propelled, towed, carried, or forms an integral part of or is an addition to another vehicle.
- (2) "City" means the City of Dawson.
- (3) "Council" means the duly elected Council of the City of Dawson.
- (4) "Manager" means the duly appointed Manager of the City of Dawson.
- (5) "Tent" means a portable or moveable shelter, partially or fully enclosed, partially or wholly assembled or constructed out of canvas, cloth, synthetic material, wood or like materials suitable to provide temporary accommodation for one or more persons, whether or not the said shelter is designed or intended to provide such accommodation.

3. Campers

- (1) Campers shall not be used for the purpose of temporary accommodation in any area of the City which is not licensed under the provisions of the Business License Bylaw or has been designated by a resolution of Council as a campground.
- (2) The manager or any duly appointed Bylaw Enforcement Officer of the City, may request the owner or occupier of a camper located within the City to move the camper to a licensed or designated campground in the City or to move said camper outside the City Limits, if he or she has reasonable ground to believe that the said camper is intended to be used for the purpose of temporary accommodation by any person.
- (3) Notwithstanding any provision of this Bylaw, a camper may be used for temporary accommodation in a residential area of the City, provided the said camper is not parked partially or fully on any public road, street, lane, or sidewalk, and provided the manager or Bylaw Enforcement Officer has been satisfied that the camper is parked on such property with the full knowledge and approval of the owner of the said property.

- (4) A verbal communication to the manager or Bylaw Enforcement Officer by the owner of a property not licensed or designated to be a campground, on which a camper is to be used for the purpose of providing temporary accommodation for one or more persons shall be deemed proof for the purpose of Section 3 (4) of this Bylaw.

#### 4. Tents

- (1) Tents shall not be used for the purpose of temporary accommodation in any area of the City which is not licensed under the provisions of the Business License Bylaw or has been designated by a resolution of Council as a campground.
- (2) The manager or any duly appointed Bylaw Enforcement Officer of the City may request the owner or occupier of a tent located within the City to move the tent to a licensed or designated campground in the City or to move the said tent outside the City Limits.
- (3) The manager or duly appointed Bylaw Enforcement Officer of the City may remove any tent, including any objects within the tent, if he or she is unable to determine or locate the owner of the said tent and contents and if the said tent and contents are not located within a licensed or designated campground.
- (4) (a) Any tent and contents seized pursuant to Section 4 (3) of this Bylaw shall be stored by the City for a period not less than 90 days or until the said tent and contents are redeemed pursuant to Section 3 (4) (b) of this Bylaw by a person claiming ownership of said tent and contents.  
(b) A removal fee of \$20.00 and a storage fee of \$2.00 for any 24 hour period or portion thereof shall be paid to the City by a person claiming ownership of a tent and contents prior to the redemption of a tent and contents seized pursuant to Section 4 (3) of this Bylaw.  
(c) The City may dispose of any tent and content seized pursuant to Section 4 (3) of this Bylaw and not redeemed pursuant to Section 4 (4) (a) in any manner deemed expedient by the City.
- (5) (a) Notwithstanding any provision of this Bylaw, a tent may be located in a residential area of thi City, provided the tent is not wholly or partially on any road, street, lane or sidewalk and provided the said tent is located with the full knowledge and consent of the owner of said property.  
(b) Verbal communication to the manager or Bylaw Enforcement Officer by the owner of residential property on which a tent in located for the purpose of temporary accommodation for one or more persons shall be deemed approval for the purpose of Section 4 (5) (a) of this Bylaw.

#### 5. General Provisions

- (1) No person shall interfere with, hinder or molest the manager or Bylaw Enforcement Officer in the performance of his or her duties pursuant to this Bylaw.
- (2) No action shall lie against the manager or Bylaw Enforcement Officer or any other person acting under the authority of this Bylaw for damages to or loss of any property seized under the authority of this Bylaw.

- (3) If any part of this Bylaw shall be held void by ruling of a Court of Law, such part shall be deemed severable and the invalidity thereof shall not affect the remaining parts of this Bylaw.

6. Penalties

Every person who contravenes any of the provisions of this Bylaw is guilty of an offence and liable on summary conviction to a fine not exceeding \$500.00 plus cost, or, in default of payment of said fine and costs, to imprisonment for a period not exceeding six months.

7. Enactment

The provisions of this Bylaw shall come into full force and effect on the passing thereof.

READ a first time, this 19th day of May, 1976.

READ a second time, this 2nd day of June, 1976.

READ a third time and finally passed this 2nd day of June, 1976.

Y. Becklund  
Mayor

[Signature]  
City Manager

CITY OF DAWSON

**Policy #21**

**Campsite Policy**

**PURPOSE**

To provide for the temporary designation and use of campsites within the City of Dawson in accordance with Sections 3(1) and 4(1) of Bylaw 222.

**POLICY STATEMENT**

1. The CAO or his designate is hereby authorized to designate temporary campsites within the City of Dawson and to approve the use of those temporary sites.
2. The CAO or his designate will advise Council of designated sites approved.

Approved by Council this 7th day of July, 1997.

  
\_\_\_\_\_  
Mayor Glen Everitt



# City of Dawson Report to Council

Agenda Item	Development Permit Application #25-008 for Mining
Prepared By	Planning and Development
Meeting Date	February 18, 2025
References (Bylaws, Policy, Leg.)	OCP, Zoning Bylaw
Attachments	Zoning Bylaw Amendment No.29 (Bylaw #2024-05), Placer land use approval AP22044, Water Licence PM22-044

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

## Recommendation

That Council approve Development Permit Application #25-008 to authorize natural resource development within the area of the Klondike East Bench Direct Control District as specified in the Zoning Bylaw Amendment No.29 (Bylaw #2024-05) subject to the following terms and conditions:

1. No quarrying activity is permitted, as an otherwise permitted Natural Resource Extraction use.
2. Hours of operation for mining operations sites shall be limited to 9:00 a.m. to 5:00 p.m.
3. Mining operations must at all times be in compliance with the Property Maintenance & Nuisance Abatement Bylaw #07-03.
4. The applicant shall post adequate notices on the boundaries of the active mining area notifying the public that they are entering an active mine site. The notices posted must be visible and legible to the public.
5. The applicant must not mine, access or in any way disturb the trails referred to as the Moose Mountain Cross Country Ski trails. A 30 m buffer must be maintained for all trails, in which no mining activity of any kind shall take place.
6. No activity shall take place within 100 m of curtilage of an existing residence (defined as the developed areas of a property) unless the applicant provides the City with written approval from all affected residents to operate within that buffer zone.
7. The applicant shall contact the City immediately in the event of a reportable petroleum hydrocarbon spill.
8. The only septic system allowed for a mining operation is a septic holding tank which is to be operated in accordance with the Public Health and Safety Act, RSY 2002, c. 176.
9. In addition to the above-listed conditions, all mining operations must comply with all applicable municipal bylaws and policies (including Bylaw #2024-05), and non-compliance will be subject to any applicable enforcement and penalties as set out in the applicable bylaws and policies.

## Executive Summary

Planning and Development has received Development Permit Application #25-008 for mining activities on the Klondike East Bench Direct Control District. According to Bylaw #2024-05:

*The purpose of the Klondike East Bench Direct Control District is for Council to directly control land use and development within the designated area to enable time limited mineral extraction activity until December 31, 2040 provided there is an active placer land use approval and water license in effect for the mineral claims contained within the Klondike East Bench Direct Control District.*

Therefore, Council is the approving authority for all Development Permits in this area.

## Background

Council designated the Klondike East Bench as a Direct Control District under the OCP to allow for time limited mineral extraction activities via Bylaw #2022-05, which was passed on July 6, 2022. To comply with the provisions of the OCP, a Zoning Bylaw Amendment (Bylaw #2024-05) was passed on July 19, 2024, specifying the area and providing more detailed regulations. Approval of Development Permit Application #25-008 is the final step in authorizing mining operations in the area.

## Discussion / Analysis

The applicant requests authorization for carrying out mining activities in an area that is currently designated as a Direct Control District, with "natural resource development" as one of the permitted uses. According to its definition in the Zoning Bylaw:

*NATURAL RESOURCE DEVELOPMENT means the onsite removal, exploration, extraction, and primary processing of raw materials that are found on or under the site or that are accessible from the site. Typical uses include clay pits, gravel pits, placer mining, sandpits, and topsoil stripping.*

Furthermore, Bylaw #2024-05 requires an active placer land use approval and a water licence for conducting mineral extraction activities in the area. The proponent has a valid Placer Land Use Approval AP22044 and Water Licence PM22-044, both of which will expire on January 28, 2035.

Development Permit Application #25-008 is recommended for approval since

- The area has been properly and temporarily zoned for mining operations;
- Natural resource development is a permitted use in this zone;
- There are no current plans for development in this area;
- The conditions proposed for the Development Permit accord with the City’s Zoning Bylaw;
- The proponent holds proper approvals and licenses from other authorities; and
- Timely mineral extraction will enable planning for future growth in the area.

The Development Permit will be valid for one year and may be extended for an additional year at the Council's discretion, after which the proponent must file a new application.

**Fiscal Impact**

NA

**Alternatives Considered**

NA

**Next Steps**

Receiving final signed copies of the “Settlement Agreement” and “Release of Causes of Action” and issuing the approval letter.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Feb. 14, 2025



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 29 Bylaw

Bylaw No. 2024-05

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

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

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

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

### PART I - INTERPRETATION

#### 1.00 Short Title

This bylaw may be cited as the *Zoning Bylaw Amendment No. 29 Bylaw*.

#### 2.00 Purpose

2.01 The purpose of this bylaw is to provide for:

- (a) The provision of Direct Control Districts.
- (b) The designation of the Klondike East Bench Direct Control District.
- (c) A series of text amendments.



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 29 Bylaw

Bylaw No. 2024-05

### Table of Contents

PART I - INTERPRETATION .....	1
1.00 Short Title .....	1
2.00 Purpose .....	1
3.00 Definitions .....	3
PART II – APPLICATION .....	3
4.00 Amendment .....	3
PART III – FORCE AND EFFECT .....	6
5.00 Severability .....	6
6.00 Enactment.....	6
7.00 Bylaw Readings .....	6



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 29 Bylaw

Bylaw No. 2024-05

### 3.00 Definitions

#### 3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretation Act*, RSY 2002, c. 125, shall apply;
- (b) “City” means the City of Dawson; and
- (c) “Council” means the Council of the City of Dawson; and
- (d) “*Force Majeure*” means any of the following: acts of God, earthquakes, hurricanes, landslides, floods, explosions, wars, armed conflicts, riots, insurrections, rebellions, sabotage, blockades, epidemics/pandemics, partial or entire failures of utilities and infrastructure owned and operated by governmental bodies, lockouts, strikes and other labour disturbances, or any other event or cause, whether similar or dissimilar to the foregoing, beyond the control of the placer miner which they could not reasonably have protected themselves against, provided however that lack of funds or credit, regulatory approvals, and ordinary weather events, including large snow events, and other circumstances that are reasonably foreseeable in and around the Yukon and the City of Dawson area, or any event or cause which was caused, created by or in any way contributed to by the placer miner, shall not constitute an event of *force majeure*.”

## PART II – APPLICATION

### 4.00 Amendment

- 4.01 Insert a new subsection 15.3 “DCD (Direct Control Districts)”. The new subsection 15.3 shall read as follows:

“A direct control district is an area where, in the opinion of Council, development may require a more specific, sensitive, and flexible means of land use and development control, including, but not limited to, time limited uses.

Council shall decide on development permit applications in direct control districts.

Direct control districts shall be regulated as per section 291 of the Municipal Act. For greater certainty, for designated time limited direct control districts, upon expiry of the time limited direct



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 29 Bylaw

Bylaw No. 2024-05

control district, no legal non-conforming uses are thereby created under section 301 of the Municipal Act or otherwise.”

- 4.02 Council designates the Direct Control District titled “Klondike East Bench Direct Control District” under subsection 15.3.1 as follows:

“The purpose of the Klondike East Bench Direct Control District is for Council to directly control land use and development within the designated area to enable time limited mineral extraction activity until December 31, 2040 provided there is an active placer land use approval and water license in effect for the mineral claims contained within the Klondike East Bench Direct Control District.

The area of the Klondike East Bench Direct Control District is depicted by the map amendment in section 8 of this bylaw (the “Amended Area”). This specifically includes the Grant Numbers listed in Table 1 of this bylaw”.

- 4.03 Insert “Permitted Uses” under subsection 15.3.1 as follows:

“The following use(s) are permitted in the Klondike East Bench Direct Control District:

1. Land development preparation
2. Natural resource development
3. Reclamation
4. Remediation”

- 4.04 Insert “District-Specific Regulations” under subsection 15.3.1 as follows:

1. “Granular material excavated from any mining operations site may be relocated from one area of the site to another, but no material may be removed from the site, other than for a permitted Natural Resource Extraction use.
2. No quarrying activity is permitted, as an otherwise permitted Natural Resource Extraction use.
3. Mining operations must at all times be in compliance with the Property Maintenance & Nuisance Abatement Bylaw #07-03.
4. Hours of operation for mining operations sites shall be limited to 9:00 a.m. to 5:00 p.m. or any hours of operation permitted under valid and subsisting licenses obtained from both the Yukon Environmental and Socio-economic Assessment Board or the Yukon Water Board.



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 29 Bylaw

Bylaw No. 2024-05

5. Vehicles that may rut, mark, or otherwise damage a road may not be operated on a City road right-of-way. Any violations will be subject to the terms, conditions and penalties set out under the Traffic By-Law #00-21.
6. A person operating a mining operations site shall post adequate notices on the boundaries of the active mining area notifying the public that they are entering an active mine site. The notices posted must be visible and legible to the public at all times.
7. A person operating a mining operations site must report any suspected naturally occurring asbestos immediately to both the City and to the Medical Officer of Health with Yukon Government, Health and Social Services.
8. A person operating a mining operations site shall contact the City immediately in the event of a reportable petroleum hydrocarbon spill.
9. The Operator must not mine, access or in any way disturb the trails referred to as the Moose Mountain Cross Country Ski trails. A 30 m buffer must be maintained for all trails, in which no mining activity of any kind shall take place.
10. No activity shall take place within 100 m of curtilage of an existing residence (defined as the developed areas of a property) unless the person operating a mining operations site provides the City with written approval from all affected residents to operate within that buffer zone.
11. The only septic system allowed for a mining operation is a septic holding tank which is to be operated in accordance with the Public Health and Safety Act, RSY 2002, c. 176.
12. In addition to the above-listed conditions, all mining operations must comply with all applicable municipal bylaws and policies, and non-compliance will be subject to any applicable enforcement and penalties as set out in the applicable bylaws and policies.
13. The time period established for the Klondike East Bench Direct Control District, shall be extended by up to a maximum of one year from the date(s) that any holder of a valid placer mining claim is prevented from performing miner like work on their claims by reason of *force majeure*, provided the miner provides the City with immediate written notice on their discovery of the same. The extension of time shall be limited to the time the miner was reasonably prevented from performing mining work on account of the *force majeure* event at issue, provided that the cumulative extension of time available to the miner, on account of all *force majeure* events and in respect of any or all of their mining claims within the Klondike East Bench Direct Control District, shall not exceed one year in duration.”



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 29 Bylaw

Bylaw No. 2024-05

- 4.05 The zoning maps attached to and forming part of Zoning Bylaw 2018-19 are hereby amended by changing the zoning of a portion of the Amended Area from Future Planning to Klondike East Bench Direct Control District, as shown in Appendix 1, until December 31, 2040.
- 4.06 The zoning maps attached to and forming part of Zoning Bylaw 2018-19 are hereby amended by changing the zoning of a portion of the Amended Area from Parks and Greenspace to Klondike East Bench Direct Control District, as shown in Appendix 1, until December 31, 2040.

### 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	<b>April 16, 2024</b>
PUBLIC HEARING	<b>May 7, 2024</b>
SECOND	<b>July 19, 2024</b>
THIRD and FINAL	<b>July 19, 2024</b>

**Original signed by:**

*Alexander Somerville, Chair*  
**Presiding Officer**

*David Henderson, CAO*  
**Chief Administrative Officer**



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 29 Bylaw

Bylaw No. 2024-05

### 8.00 Appendices

#### Appendix 1. Amended Area

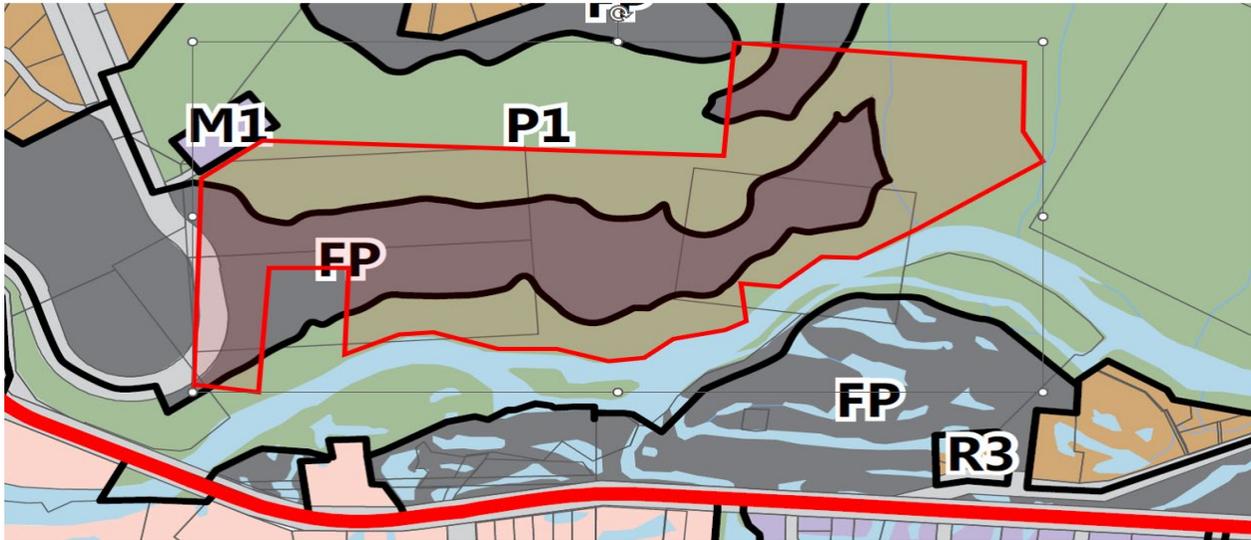


Figure 1. Map amendment.

P 38790	P 33141	P 33143
P 34949	P 37566 (north of Klondike River only)	P 00691 (north of Klondike River only)
P 04455	P 04456	P 22058
P 28927 (north of Klondike River only)	P 34978	P 35171
P 35187 (north of Klondike River only)	P 35685 (north of Klondike River only)	P 36281
P 36282	P 37027	P 37068
P 29645 (excluding lot 1029, Quad 116B/03)	P 29759	P 01543 (north of Klondike River only)
P 01545 (north of Klondike River only)		

Table 1. Grant Numbers within the Amended Area as per the active Placer Land Use Approval and Water License.

**PLACER LAND USE APPROVAL FOR A CLASS 4  
OPERATING PLAN**

Pursuant to the *Placer Mining Act* and the *Placer Mining Land Use Regulation* made thereunder, the Chief of Placer Land Use hereby approves the Class 4 Placer Land Use Operating Plan as submitted by:

**OPERATOR:** Darrell Carey

**CONTACT INFORMATION:** 3 Cranberry Place  
Whitehorse, YT Y1A 5W5

**APPROVAL NUMBER:** AP22044                      **WATER LICENCE:** PM22-044

**LOCATION:** Latitude: 64° 2' 50" N  
Longitude: 139° 23' 45" W

**EFFECTIVE DATE:** January 29, 2025

**EXPIRY DATE:** The expiry date of this Licence is the earlier of:  
a) January 28, 2035; or  
b) The date that the grant in Appendix A2 expires.

The operating plan is subject to the restrictions and conditions contained herein, and to the restrictions and conditions contained in the *Placer Mining Act* and the *Placer Mining Land Use Regulation*.

Dated this 29th day of January, 2025

Approved by:



Digitally signed  
Witness



Digitally signed  
Chief of Placer Land Use

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**PART A        DEFINITIONS**

“Act” means the *Placer Mining Act*.

“Application” means application PM22-044 for a placer land use approval and any subsequent information presented to the Chief of Placer Land Use up to the date of the Chief of Placer Land Use’s decision.

“Claims” means any parcel of land located or granted for placer mining; and “Mining Property” includes, besides claims, any ditches or water rights used for mining thereon, and all other things belonging thereto or used in the working thereof, for mining purposes.

“Inspector” means any person designated as an Inspector under the Act.

“Operation” means a placer land use operation.

“Operator” means a person who engages in a placer mining land use Operation.

“Qualified Person” means an individual who, because of their knowledge, training, and/or experience, is deemed to be qualified to perform a specified duty safely and properly.

“Regulation” means *Placer Mining Land Use Regulation*.

“Road” means a pathway for vehicular traffic, the construction of which requires the movement of rock or earth.

“Special Waste Management Facility” means an operation which handles or disposes of special wastes generated by other persons or operations, and which is approved in accordance with the provisions of the *Special Waste Regulations* of the *Environment Act* of the Yukon Territory.

“Stripping” means excavation, undertaken as part of an operation, that is limited to the removal of trees, brush and vegetative mat.

“Trail” means an access to a site within a claim or lease that is constructed with little or no movement of rock or earth.

“Trenching” means excavation that extends below the vegetative mat, undertaken as part of an operation.

“Vegetative Mat” means the organic surface of soil characterized by the accumulation of organic matter, or partly decomposed organic matter, derived mainly from leaves, twigs and woody materials and includes the root mass of living vegetation.

“Wetland” means land that is saturated with water long enough to promote wetland or aquatic processes as indicated by poorly drained soils, hydrophytic vegetation and various kinds of biological activity which are adapted to a wet environment.

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**PART B            GENERAL CONDITIONS**

1.     This Approval applies to those grant numbers listed in Appendix A1.
2.     This Approval does not authorize any activity on Settlement Land.
3.     All operating activities must comply with the operating conditions contained in Schedule 1 of the *Placer Mining Land Use Regulation* and with the operating plan AP22044 submitted. Where there is a discrepancy between the operating plan submitted and this Approval, the terms of this Approval shall prevail.
4.     The Operator must contact the Inspector, every year before beginning operations and at least two weeks prior to leaving the site at the end of every season.
5.     The Operator must limit operating hours from 9:00 to 17:00, Monday to Friday.
6.     All risk of fire hazards must be avoided.
7.     All solid waste, including debris, equipment, barrels, drums and scrap metal must be safely stored on the operation site while the Operation is carried out and must be disposed of in accordance with the *Solid Waste Regulations* when the Operation ceases.
8.     No condition of this Approval limits the applicability of any statutory authority.

**PART C            STRIPPING AND TRENCHING**

9.     The following conditions apply to Stripping:
  - a) trees and brush must be cleared first;
  - b) when it is economically viable to do so, timber suitable for sale must be salvaged and stockpiled;
  - c) topsoil and organic material must be stockpiled separately;
  - d) overburden must be located no closer than five metres from any standing trees; and
  - e) overburden may be stacked along the valley wall, but must be contoured to blend with the natural topography.
10.    All Trenching carried out by hand or with hand-held tools must be methodical. The trenches must be stabilized and marked in such a way as to minimize risk to the public.
11.    Trenches must be maintained in a condition that prevents wildlife entrapment and public safety hazards.
12.    The Operator must ensure that all employees and contractors using equipment at trench sites are aware of these operating conditions for Trenches.

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13. Trenches constructed with mechanized equipment must be backfilled by first depositing any removed overburden and bedrock and then replacing any vegetative mat that was removed to construct the trench.
  14. The Operator is prohibited from Stripping and Trenching in preparation of future Operations beyond the expiry date of this Approval.

**PART D WILDLIFE**

15. All incidents with wildlife must be reported to the District Conservation Officer in Dawson City.
16. Brush removed during the Operation must not be piled so that it blocks movement of wildlife or people.
17. At seasonal closure, any materials that may result in injury to wildlife including, but not necessarily limited to, wire, steel, glass or plastic must be removed or safely stored.

**PART E INVASIVE PLANT SPECIES**

18. The Operator must implement best management practices for the management of invasive plant species. The Operator must refer to the most current version of the *Best Practices for Managing Invasive Plants on Roadsides*.
19. The Operator must remove any foreign soil and plant material from equipment prior to mining in undisturbed areas.

**PART F RESTORATION PRACTICES**

20. The Operator must follow the guidelines outlined in the latest version of the “Yukon Revegetation Manual: practical approaches and methods” before, during and following project activities that disturb vegetation and soils.
21. The Operator must ensure effective temporary and permanent erosion and sediment control measures are implemented on disturbed areas before, during and after activities.
22. If the Vegetative Mat is disturbed during the mining operation, it must be removed so as to protect the seed and root stock contained within the Vegetative Mat.
23. The seed and root stock must be stored separately from any overburden or bedrock removed for use in re-establishing the Vegetative Mat when the Operation ceases.

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24. All areas disturbed during the mining operation including, but not limited to, fuel and waste storage areas, clearings, corridors, camps, supporting infrastructure, trenches and drill sites, must be left in a condition conducive to re-vegetation by native plant species comparable to similar, naturally occurring, environments in the area.
  25. Conditions conducive to re-vegetation include provisions of an adequate soil layer with moisture retaining ability, no soil contamination by hydrocarbons or other hazardous substances, provision of adequate seed or root stock and contoured or otherwise stable slopes.
  26. If adequate seed stock or root stock is not naturally available, re-seeding or transplanting of vegetation is required. Only non-invasive species may be used for re-seeding or transplanting.
  27. All areas disturbed during the mining operation must be re-sloped, contoured or otherwise stabilized to prevent long-term soil erosion, slumping and subsidence.
  28. All mining operations must be carried out to avoid or minimize damage to, and loss of, permafrost.
  29. Available overburden must be stockpiled for use in future site restoration, and such stockpiles must be located where they will not adversely affect the water quality in any watercourse.
  30. Tailings and overburden, or other relocated materials, must be levelled and contoured into low relief piles. The slope of these low relief piles must be no steeper than 2 horizontal to 1 vertical. Any such slope over 15 metres in height must be benched.
  31. Reclamation must be progressive over the term of this Approval.

#### **PART G HERITAGE RESOURCES AND ARCHAEOLOGICAL AND PALAEOLOGICAL SITES**

32. All heritage resources and archaeological and palaeontological sites must be avoided.
33. A heritage resources impact assessment must be completed in advance of ground-disturbing activities in areas with elevated potential for the presence of archaeological or historic sites.
34. If any heritage resources, archaeological objects or palaeontological objects are encountered, the Operator must:
  - a) immediately mark and protect the area from further disturbance;
  - b) contact the Chief of Placer Land Use at (867) 456-3822;
  - c) in the case of archaeological sites, human remains, grave sites, burial sites and all

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- other abandoned, man-made structures older than 45 years old, immediately contact Yukon Heritage Resources at (867) 667-3771 and contact Tr'ondëk Hwëch'in at (867) 993-7100;
- d) set aside and protect fossils that are unearthed, and at the end of each season the Operator must contact Yukon Palaeontology at (867) 667-8089 and contact Tr'ondëk Hwëch'in;
  - e) immediately contact Yukon Palaeontology and contact Tr'ondëk Hwëch'in if any mummified fossil remains with intact flesh are discovered; and
  - f) prevent any further disturbances from being carried out within 30 metres of an archaeological or palaeontological site until the Chief of Placer Land Use indicates in writing that the activities may proceed.

#### **PART H ACCESS ROADS AND/OR TRAILS**

- 35. Off-Road and Trail routes must be reconnoitred and must be used in a way that minimizes ground disturbances, damage to permafrost and sensitive wildlife habitat. Trail routes must be flagged.
- 36. Vehicles must be operated in a manner which avoids rutting or gouging of a Road or Trail.
- 37. If rutting, gouging, ponding or permafrost degradation occurs off-Road or Trail, vehicle use must be suspended or relocated to ground that is capable of bearing the weight of the vehicle without causing such damage, and the former routes must be restored.
- 38. If there is no Road or Trail, the Operator must comply with the following conditions when mobilizing heavy equipment to a site:
  - a) tracked vehicles with blades should be provided with mushroom pads to minimize terrain damage;
  - b) dozers must travel with the blade raised, so as not to rip up the Vegetative Mat;
  - c) vehicles may only be mobilized in ice-rich permafrost areas when the active layer is frozen, or when the surface is strong enough to support the vehicle without excessive permafrost degradation; and
  - d) use of skids on permafrost or wet ground is only allowed outside of winter, where it is not possible to use other means of equipment transportation.
- 39. At abandonment of a Road, the compacted Road surface must be scarified to promote re-vegetation.

**PART I CAMPS**

40. All campsites must be kept clean and tidy.
41. All buildings and other facilities must be on well-drained soil.
42. Combustible and odorous kitchen waste must not be permitted to accumulate.
43. All wood debris, empty drums, junked equipment and metal waste must be kept in a secure area for final disposal.
44. Compacted soil must be loosened to allow for natural re-vegetation. Areas not likely to re-vegetate naturally must be spread with topsoil.

**PART J FUEL HANDLING AND TRANSPORTATION**

45. A spill contingency plan for petroleum products and other hazardous substances must be in place, and a copy posted in the camp and at all fuel handling locations.
46. All petroleum products, hazardous waste and chemicals must be transferred and handled in such a manner so as to prevent spillage.
47. All petroleum products, hazardous waste and chemicals, with the exception of liquids associated with any water pump engine, must be stored in a secure manner no less than 30 metres from the ordinary high water mark of any water body.
48. All fuel tanks that exceed 4,000 litres must be registered with Government of Yukon Mining Recorder's Office.
49. When the fuel storage capacity exceeds 4,000 litres, secondary containment must be provided.
50. The secondary containment facility must be constructed of material impervious to petroleum products; and:
  - a) in the case of a single storage tank, be of sufficient size to accommodate at least 110% of the capacity of the storage tank; or
  - b) if there is more than one storage tank, be of sufficient size to accommodate 110% of the capacity of the largest tank or 10% of the total capacity of all the tanks, whichever size is greater.
51. All vehicles must be maintained and operated in a manner designed to prevent spills of fuel, lubricants, coolants or oil.
52. All waste petroleum products must be safely stored on site, be removed to a Special

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Waste Management Facility or disposed of in accordance with the *Special Waste Regulations*.

53. Sufficient spill clean-up equipment and materials must be in a state of readiness in order to clean-up all fuel spills.
54. If a spill or unauthorized discharge occurs, the Operator must immediately implement the Spill Contingency Plan, and:
  - a) contain and clean up the spill;
  - b) contact the 24-hour Yukon Spill Report number, (867) 667-7244; and
  - c) contact an Inspector.
55. A detailed written report on any spills or unauthorized discharges including, but not limited to, dates, quantities, parameters, causes and other relevant details and explanations must be submitted to the Yukon Water Board, and a copy to the Chief of Placer Land Use, no later than 10 days after its occurrence.
56. All fuel and chemical containers must be sealed when not in use.
57. All containers of petroleum products with a capacity of 200 litres or greater must be clearly marked with the Operator's name and the contents.

#### **PART K DRILLING**

58. Vegetation must not be covered with drill cuttings.
59. All drill holes that pose a hazard or that lead to ground water must be plugged in a suitable manner.
60. All drilling must be done in a way that minimizes its impact on wildlife and the public.
61. The location of drill holes must be marked on the ground by flagging or other suitable means.
62. All drill holes must be decommissioned and backfilled or plugged immediately when they are no longer needed for mining purposes.
63. There must be no direct discharge from the drilling site to a watercourse.

#### **PART L SEASONAL CLOSURE**

64. The mine site must be left in a stable condition at the end of each mining season.

- 
65. All mined or otherwise disturbed ground surfaces, including cut banks, fill slopes and tailings piles, must be stabilized annually.

**PART M DECOMMISSIONING**

66. Unless authorized under the *Solid Waste Regulations*, at final decommissioning everything must be removed from the site including but not necessarily limited to: all buildings; machinery; materials; fuel drums; used hydrocarbons; and solid waste and metal waste including junked vehicles.
67. The Operator must contact an Inspector not less than two weeks prior to final decommissioning.
68. The Operator must complete all final reclamation and decommissioning activities prior to the expiry of this Approval.
69. The Operator may apply for a certificate of completion at the termination of the Operation, when all reclamation has been achieved.

**PART N WETLANDS**

70. The Operator is prohibited from working in Wetlands.
71. Prior to undertaking project activities, the Operator must work with a Qualified Person to conduct a physical assessment to determine Wetland presence, Wetland type and the current site disturbance.
72. Prior to undertaking project activities, the Operator must submit to the Chief of Placer Land Use, a high-quality digital map based on the physical assessment identifying the location and type of Wetlands and the current site disturbance.
73. The map in condition 72 must meet Mineral Resources' digital mapping standards.
74. The Operator may conduct the physical assessment required in condition 71 and submit the digital map required in condition 72 at the beginning of the mining seasons, either,
- a) a single time on all claims to be mined throughout the duration of the undertaking;
  - or
  - b) annually, on the claims on which project activities will occur each year.

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**PART O            ADDITIONAL DECISION DOCUMENT TERMS**

75. Prior to noise-producing activities occurring, the Operator must develop a noise mitigation plan for approval by the Chief of Placer Land Use.
  76. Within 10 days of approval by the Chief of Placer Land Use, the Operator must submit to the Yukon Water Board a copy of the approved noise mitigation plan submitted in accordance with condition 75.
  77. Prior to commencing project activities, the Operator must:
    - a) develop a reclamation plan in consultation with Government of Yukon, Department of Community Services; and
    - b) submit the reclamation plan for approval by the Chief of Placer Land Use.
  78. The plan developed as required by condition 77 must align with City of Dawson's surface development plans.
  79. Within 10 days of approval by the Chief of Placer Land Use, the Operator must submit to the Yukon Water Board a copy of the approved reclamation plan submitted in accordance with condition 77.
  80. The Operator must establish and maintain a 30-metre buffer from all existing recreational trails. The Operator must not undercut banks and must leave them stable. The Operator must reclaim areas adjacent to the 30-metre buffer as soon as they are no longer needed.
  81. The Operator must maintain a minimum 2:1 slope on all active mine cuts, at all times. All slopes must be left stable.
  82. The Operator must communicate plans and timing of activities at least 30 days prior to each field season to Tr'ondëk Hwëch'in's Natural Resources Department, the Chief of Placer Land Use and the City of Dawson.
  83. The Operator must establish and maintain a 150-metre buffer between the Klondike River and mining activities.
  84. The Operator must establish and maintain a 150-metre buffer from all Settlement Land parcels.
  85. The Operator must allow unimpeded access through the mine site to Tr'ondëk Hwëch'in Settlement Land parcel S-94B.
-

**APPENDIX A1**

| <b>Grant Number</b> |
|---------------------|---------------------|---------------------|---------------------|---------------------|
| 38790               | P 29759             | P 04455             | P 35171             | P 37027             |
| 33141               | P 34949             | P 04456             | P 35187             | P 37068             |
| 33143               | 37566               | P 22058             | P 35685             | P 36306             |
| P 29645             | P 00691             | P 28927             | P 36281             |                     |
| P 34484             | P 01543             | P 34978             | P 36282             |                     |

**APPENDIX A2 (Grant that overlaps Settlement Land)**

P 01543
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**YUKON WATER BOARD**

Pursuant to the *Waters Act* and *Regulation*, the Yukon Water Board hereby issues a water licence to:

**LICENSEE:** Darrell Carey

**CONTACT INFORMATION:** 3 Cranberry Place  
Whitehorse, YT Y1A 5W5  
E-mail: mcareyt@msn.com

**LICENCE NUMBER:** PM22-044                      **APPROVAL NUMBER:** AP22044

**RENEWAL** This Licence is a renewal of PM17-086.

**LICENCE TYPE:** B                                      **UNDERTAKING:** Placer Mining

**WATER MANAGEMENT AREA:** 02 Yukon                      **WATERSHED:** Klondike River

**HABITAT CLASSIFICATION:** Area of Special Consideration, Low

**LOCATION:** Latitude: 64° 2' 50" N  
Longitude: 139° 23' 45" W

**WATER SOURCE:** Klondike River, a tributary of Yukon River and Thomas Gulch, a tributary of Klondike River

**MAXIMUM QUANTITY:** 5,000 cubic metres of water per day

**EFFECTIVE DATE:** January 29, 2025

**EXPIRY DATE:** The expiry date of this Licence is the earlier of:  
a) January 28, 2035; or  
b) The date that the grant in Appendix A2 expires.

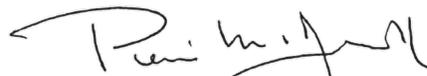
This Licence is subject to the restrictions and conditions contained herein, and to the restrictions and conditions contained in the *Waters Act* and *Regulation*.

Dated this 29<sup>th</sup> day of January, 2025

Approved by:



Digitally signed  
Witness



Digitally signed  
Chairperson, Yukon Water Board

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**PART A        DEFINITIONS**

“Act” means *Waters Act* S.Y. 2003, c.19, as amended from time to time.

“Application” means application for water licence PM22-044 and placer land use approval AP22044 and any subsequent information presented to the Yukon Water Board up to the date of the Board’s decision.

“Board” means the Yukon Water Board.

“Inspector” means any person designated as an Inspector under section 33(1) of the Act.

“In-stream Reservoir” means any water impoundment structure, where water is collected and retained for use, which is constructed in a natural channel or in a diversion, and through which the entire creek flow may be directed at any time.

“Natural Boundary” means the visible high water mark of any lake, river, stream or other body of water where the presence and action of the water is so common and usual, and so long continued, as to mark upon the soil of the bed of the lake, river, stream or other body of water, a character distinct from that of the banks thereof, both in respect to vegetation and in respect to the nature of the soil itself. In addition, the best estimates of the edge of dormant or old side channels and marsh areas are considered to be natural boundaries.

“Qualified Person” means an individual who, because of their knowledge, training, and/or experience, is deemed to be qualified to perform a specified duty safely and properly.

“Regulation” means the *Waters Regulation*.

“Riparian Zone” means a portion of the stream bank, either vegetated or not, immediately adjacent to the stream channel and is measured from the high water mark on each bank of the watercourse and follows the shape of the channel.

“Spill Contingency Plan” means the *Emergency Spill Contingency Plan* that was submitted as part of the Application and included in register PM22-044 as exhibit 1.3, and any subsequent revisions.

“Spring Freshet” means the sudden increase in flow carried by a stream as snowmelt occurs at higher elevations in the watershed.

“Waste” means any substance as defined in the Act.

“Watercourse” means a natural watercourse, body of water or water supply, whether usually containing water or not, and includes groundwater, springs, swamps, and gulches.

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“Wetland” means land that is saturated with water long enough to promote wetland or aquatic processes as indicated by poorly drained soils, hydrophytic vegetation, and various kinds of biological activity which are adapted to a wet environment.

“Wetted Perimeter” means the horizontal extent of the present water level while the work is taking place.

## **PART B DESCRIPTION OF WATER USE AND DEPOSIT OF WASTE**

1. The Licensee is hereby authorized to:
  - a) obtain water from the Klondike River at a maximum quantity of 5,000 cubic metres per day and Thomas Gulch at a maximum quantity of 5,000 cubic metres per day, for a maximum combined quantity of 5,000 cubic metres per day;
  - b) use this water for a placer mining undertaking on the grant numbers listed in Appendix A1, attached;
  - c) store water in out-of-stream reservoirs and out-of-stream settling facilities; and
  - d) use, maintain, and decommission In-stream Reservoirs in Thomas Gulch, as described in the Application and subject to the conditions of this Licence.
2. The Licensee is prohibited from discharging effluent from the settling facilities to a surface Watercourse.

## **PART C OPERATING CONDITIONS**

3. This Licence does not authorize any activity on Settlement Land.
4. The Licensee must limit operating hours from 9:00 to 17:00, Monday to Friday.
5. All works associated with the storage or conveyance of water must be constructed to withstand flood events and maintained in good repair.
6. The Licensee must ensure effective temporary and permanent erosion and sediment control measures are implemented on disturbed areas before, during and after activities.

### Wetlands

7. The Licensee is prohibited from working in Wetlands.
8. Prior to undertaking the activities authorized in condition 1, the Licensee must work with a Qualified Person to conduct a physical assessment to determine Wetland presence, Wetland types and the current site disturbance.

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9. Prior to undertaking activities authorized in condition 1, the Licensee must submit to the Board, a copy of the high-quality digital map that was submitted to the Chief of Placer Land Use, in accordance with condition 72 in Placer Land Use Approval AP22044.
  10. The Licensee may conduct the physical assessment required in condition 8 and submit the digital map required in condition 9 at the beginning of the mining seasons, either,
    - a) a single time on all claims to be mined throughout the duration of the undertaking; or
    - b) annually, on the claims on which authorized activities will occur each year.
  11. The Licensee must maintain a written and photographic record of all activities conducted near Wetlands. The written record must include:
    - a) Wetland type;
    - b) A description of any impacts or potential impacts to Wetlands; and
    - c) A description of the reclamation that has taken place.
  12. The photographic record required by condition 11 must include display the geographic coordinates and orientation of the camera.

*Water Storage, Settling Facilities, and Conveyance Structures*

13. Settling facilities must be provided for all mining wastewater.
14. All water storage and settling facilities, and associated spillways, drains and water supply ditches located outside the Watercourse channel must be of adequate capacity and construction.
15. All water storage structures and settling facilities must be constructed and maintained in a condition that prevents wildlife entrapment and does not impede the movement of wildlife.

*Water Acquisition*

16. All water intakes must be screened to prevent the entrainment and/or impingement of fish, consistent with the requirements outlined in the most recent version of the Yukon Placer Secretariat *Guidebook of Mitigation Measures for Placer Mining in the Yukon*.
17. The Licensee must provide barriers consisting of fish guards, screens, coverings or nets on all water intakes as follows:
  - a) The barriers must be monitored and maintained to ensure that they function effectively at all times when water is being withdrawn;
  - b) The barriers must be designed and installed in such a manner that the screen is submerged and a uniform flow is maintained through the total screen area; and

- 
- c) Water must not be withdrawn when the barrier is removed for renewal, repair or inspection.
18. The Licensee must cease pumping or decanting and take remedial action if there is alteration to the Riparian Zone or the bed or banks of the Watercourse resulting from any activity related to the pumping or decanting.

*Progressive Reclamation*

19. Overburden must be stockpiled and located where it will not adversely affect water quality in any Watercourse.
20. Reclamation must be progressive over the life of this Licence.

**PART D SEASONAL CLOSURE**

21. The Licensee must contact an Inspector not less than 2 weeks prior to seasonal closure.
22. All mined or otherwise disturbed ground surfaces, including cut banks, fill slopes and tailings piles must be stabilized annually to prevent erosion and surface runoff from carrying sediment into any Watercourse.
23. To prevent flood damage of out-of-stream structures during Spring Freshet, the Licensee must:
- a) block all intakes that connect the Watercourse to out-of-stream structures; and
  - b) provide freeboard on all out-of-stream water reservoirs and settling facilities prior to seasonal closure.
24. To prevent flood damage of in-stream structures during Spring Freshet the Licensee must, in consultation with the Inspector:
- a) empty accumulated sediment from the upstream side of the in-stream structures, where space allows for access and the storage of removed sediment and breach in-stream dam(s) and armour the overflow spillway(s); or
  - b) construct bypass channel(s) around the in-stream dam(s), which must be constructed and armoured to withstand and convey flood events.

**PART E DECOMMISSIONING**

25. Prior to final decommissioning the Licensee must:
- a) contact an Inspector not less than two weeks prior to final decommissioning; and

- 
- b) ensure that the final creek channel approximates its pre-licence condition in length, gradient and stability except as may otherwise be required by this Licence.
26. The Licensee must complete all final reclamation and decommissioning activities prior to the expiry date of this Licence.

## **PART F GENERAL CONDITIONS**

### Other Laws

27. No condition of this Licence limits the applicability of any statutory authority.
28. Where there is a discrepancy between the Application and the conditions of this Licence, then the conditions of this Licence shall prevail.
29. All work authorized by this Licence must occur on the property that the Licensee has the right to enter upon and use for that purpose.
30. In the event of a discrepancy between a condition of this Licence and the Klondike River Watershed Authorization, the more stringent or restrictive condition shall apply. All references to the Klondike River Watershed Authorization refer to the most recent version, attached as Appendix B, or to any subsequent replacement or updated versions.

### Correspondence

31. Where any direction, notice, order or report under this Licence is required to be in writing, it must be given:
- a) To the Licensee, if delivered, e-mailed or mailed by registered mail, to the address identified on page 1 of this Licence, and shall be deemed to have been given to the Licensee on the day it was delivered, e-mailed, or 7 days after the day it was mailed, as the case may be; or
- b) To the Board, if delivered, faxed, e-mailed or mailed by registered mail, to the following address:

Yukon Water Board  
Suite 106, 419 Range Road  
Whitehorse, YT Y1A 3V1

Fax#: (867) 456-3890

E-mail: [ywb@yukonwaterboard.ca](mailto:ywb@yukonwaterboard.ca)

- and shall be deemed to have been given to the Board on the day it was delivered, faxed or e-mailed, or 7 days after the day it was mailed, as the case may be.
32. The Board or the Licensee may, by notice in writing, change its address for delivery.

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Camps

33. Sewage, including all human excreta and wastewater associated with daily camp operations, must be deposited in accordance with the *Public Health and Safety Act* of the Yukon.
34. The location of subsurface grey water pits or privies must be greater than 30 metres from the Natural Boundary of any Watercourse, and at least 1.2 metres above bedrock or the water table.
35. If very permeable soils are encountered, the pit privy or grey water pit must be lined with 0.6 metres of sand or silt.

Storage and Transfer of Fuel, Lubricants, Hydraulic Fluids and Coolants

36. Fuel, lubricants, hydraulic fluids, coolants and similar substances, with the exception of liquids associated with any water pump engine, must be stored and transferred a minimum of 30 metres from the Natural Boundary of any Watercourse, in such a way that said substances are not deposited in or allowed to be deposited in waters.

Spills and Unauthorized Discharges

37. Where a spill or an unauthorized discharge occurs, that is of a reportable quantity under the Yukon *Spills Regulations*, the Licensee must immediately contact the 24-hour Yukon Spill Report number, (867) 667-7244 and implement the Spill Contingency Plan. A detailed written report on any such event including, but not limited to, dates, quantities, parameters, causes and other relevant details and explanations, must be submitted to the Board not later than 10 days after the occurrence.
38. The Licensee must apply the relevant procedures in the Spill Contingency Plan. The Licensee must review the Spill Contingency Plan annually and must provide a summary of that review, including any revisions to the plan, as a component of the annual report.
39. The Licensee must maintain a log book of all spill or unauthorized discharge occurrences, including spills that are less than the reportable quantities under the Yukon *Spills Regulations*. The log book must be made available at the request of an Inspector. The log book must include, but not necessarily be limited to the:
  - a) date and time of the spill;
  - b) substance spilt or discharged;
  - c) approximate amount spilt or discharged;
  - d) location of the spill;
  - e) distance between the spill or discharge and the nearest Watercourse; and

- 
- f) remedial measures taken to contain and clean-up the spill area or to cease the unauthorized discharge.
40. All personnel must be trained in procedures to be followed and the equipment to be used in the containment of a spill.
  41. The Spill Contingency Plan must be posted on site for the duration of the works.

Non-Compliance

42. In the event that the Licensee fails to comply with any provision or condition of this Licence, the Board may, subject to the Act, cancel the licence.

Minor Modifications

43. Where site conditions require modifications to any drawings for water use or Waste related structures previously submitted to the Board, the Licensee must submit to the Board a minimum of 10 days prior to the commencement of the construction schedule:
  - a) written details of the modifications proposed to be made to the specifications and quality assurance/quality control procedures previously submitted to the Board as part of the Application,
  - b) a written detailed construction schedule and the name and contact number(s) of the operator; and
  - c) an explanation for the change, including an assessment of the potential impact on the performance of the works.

Reporting

44. The Licensee must submit annual reports to the Board by December 1 of each year.
  45. Annual reports for the year reported must include the information required by this Licence and by the Regulation including:
    - a) the quantity of water used under this Licence;
    - b) the quantity, concentration and type of any Waste deposited under this Licence;
    - c) a list of grant numbers of claims where authorized activities occurred;
    - d) a list of grant numbers of claims where any reclamation has taken place;
    - e) a description of the reclamation that has taken place;
    - f) details pertaining to the Spill Contingency Plan review and any updating information as per the requirements of this Licence;
    - g) a summary of any spills or unauthorized discharges that occurred during the year reported; and
    - h) the information required in condition 11.
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**APPENDIX A1**

| <b>Grant Number</b> |
|---------------------|---------------------|---------------------|---------------------|---------------------|
| 38790               | P 29759             | P 04455             | P 35171             | P 37027             |
| 33141               | P 34949             | P 04456             | P 35187             | P 37068             |
| 33143               | 37566               | P 22058             | P 35685             | P 36306             |
| P 29645             | P 00691             | P 28927             | P 36281             |                     |
| P 34484             | P 01543             | P 34978             | P 36282             |                     |

**APPENDIX A2 (Grant that overlaps Settlement Land)**

P 01543
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**KLONDIKE RIVER WATERSHED****AUTHORIZATION FOR WORKS OR UNDERTAKINGS AFFECTING FISH HABITAT  
FOR SPECIFIED STREAMS IN THE YUKON TERRITORY**

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Pursuant to Section 35(2) of the Federal *Fisheries Act*;

The Minister of Fisheries and Oceans Canada (the “Minister”) hereby rescinds the conditions of the Klondike Watershed River Authorization (08-HPAC-PA5-00051, April 11, 2008) pertaining to placer mining works or undertakings and sediment discharge standards in the Klondike River watershed.

The Minister hereby authorizes the “*harmful alteration, disruption or destruction of fish habitat*” resulting from placer mining works or undertakings and discharge of sediment at concentrations specified in this authorization, uncontaminated by deleterious substances, within certain streams or portions of streams in the Klondike River watershed as identified on the *Yukon Placer Fish Habitat Suitability Map - Klondike River Watershed* (Schedule 1).

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**Authorization issued to:**

Individuals or companies conducting placer mining in certain streams or portion of streams within the Klondike River watershed, Yukon Territory that hold a valid Water Use License pursuant to the *Waters Act* (Yukon) for placer mining activities.

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**Location of Project**

The works and undertakings are located within the drainage basin of the Klondike River watershed, in the Yukon Territory. This authorization applies to certain streams or portions of streams classified on the *Yukon Placer Fish Habitat Suitability Map - Klondike River Watershed* (Schedule 1). Larger-scale maps may be available from the Yukon Placer Secretariat or Fisheries and Oceans Canada.

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**Valid Authorization Period**

The valid authorization period for the harmful alteration, disruption and destruction of fish habitat resulting from placer mining works or undertakings is from November 1, 2010 until such time as this authorization is revoked, rescinded, amended or replaced by the Minister.

Amendments or revisions to the terms and conditions identified in this authorization may be required if placer mining activities result in an unforeseen risk to fish or fish habitat resources as demonstrated through monitoring of management parameters (water quality, aquatic health, and physical habitat compensation or rehabilitation). An annual and 5-year review will be conducted to review results of monitoring activities and should amendments be recommended, the process will be guided by the *Adaptive Management Framework for Yukon Placer Mining*, available from the Yukon Placer Secretariat or Fisheries and Oceans Canada.

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### Description of Works or Undertakings

This authorization permits the harmful alteration, disruption or destruction of fish habitat, in certain streams or portions of streams in the Klondike River watershed resulting from placer mining works or undertakings: Those undertakings covered by this authorization are limited to:

- The construction of diversion channels,
- In-stream works,
- Water acquisition, and;
- Discharge of sediment from settling facilities.

Works or undertakings are completed in accordance with methods identified in the *Fish Habitat Design, Operation and Reclamation Workbook* available from the Yukon Placer Secretariat and Fisheries and Oceans Canada.

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### Conditions of Authorization

1. The general watershed conditions of this authorization notwithstanding, should any specific works, undertakings, or activities authorized by this authorization, due to weather conditions, different soil, local topography, updated fisheries information or other natural conditions, appear in the opinion of the Fisheries and Oceans Canada, likely to cause greater adverse environmental effect than was contemplated by this watershed authorization, then Fisheries and Oceans Canada may direct the specific Placer Mining operation to suspend or alter works and activities to avoid or mitigate adverse effects with respect to fisheries resources. In circumstances where DFO holds the view that greater adverse environmental effects will occur at a specific site than were contemplated by this watershed authorization Fisheries and Oceans Canada may also modify the application of this authorization to that specific site. Should Fisheries and Oceans Canada propose such modification Fisheries and Oceans Canada will give the Placer Mining operation the opportunity to discuss and respond to the proposed modification.
  2. All works or undertakings will be conducted in accordance with:
    - 2.1. The measures identified in the *Fish Habitat Design, Operation and Reclamation Workbook* as per the fish habitat suitability classification of streams or portions of streams identified on the *Yukon Placer Fish Habitat Suitability Map - Klondike River Watershed* (Schedule 1).
    - 2.2. Discharge standards for placer mine effluent identified in the *Sediment Discharge Standards for Placer Mine Effluent – Klondike River Watershed* (Schedule 2).
      - 2.2.1. Sediment discharge standards will be phased in as identified in Schedule 2.
  3. Prior to proceeding with placer mining works or undertakings that are likely to result in the harmful alteration, disruption or destruction of fish habitat, the proponent will complete the applicable *Fish Habitat Design, Operation and Reclamation Worksheets* (all required appendices of the *Fish Habitat Design, Operation and Reclamation Workbook*) and include these worksheets as a component of their submission for project review to the Yukon Environmental and Socio-economic Assessment Board and the Yukon Water Board.
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4. Fish habitat reclamation measures will be identified in the *Fish Habitat Design, Operation and Reclamation Worksheets* in accordance with the measures identified in *Fish Habitat Design, Operation and Reclamation Workbook*. These worksheets are to be included in the submission for project review to the Yukon Environmental and Socio-economic Assessment Board and the Yukon Water Board.
  5. The proponent must ensure that all plans developed pursuant to this authorization have been duly prepared and acknowledges sole responsibility for all design, safety and workmanship aspects of all the works associated with this authorization.
  6. In the event that any of the forgoing conditions cannot be met, the provisions of this authorization do not apply and the proponent will apply to Fisheries and Oceans Canada for review prior to proceeding.
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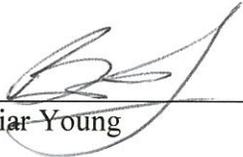
The holder of this authorization is hereby authorized under the authority of section 35(2) of the Federal *Fisheries Act*. R.S.C., 1985, c.F. 14, to carry out the work or undertaking described herein. This authorization is valid only with respect to fish habitat and for no other purposes. It does not purport to release the applicant from any obligation to obtain permission from or to comply with the requirements of any other regulatory agencies. Failure to comply with any condition of this authorization may result in charges being laid under the Federal *Fisheries Act*.

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Authorization #: 08-HPAC-PA5-00051-2

Date of Issuance: November 1, 2010

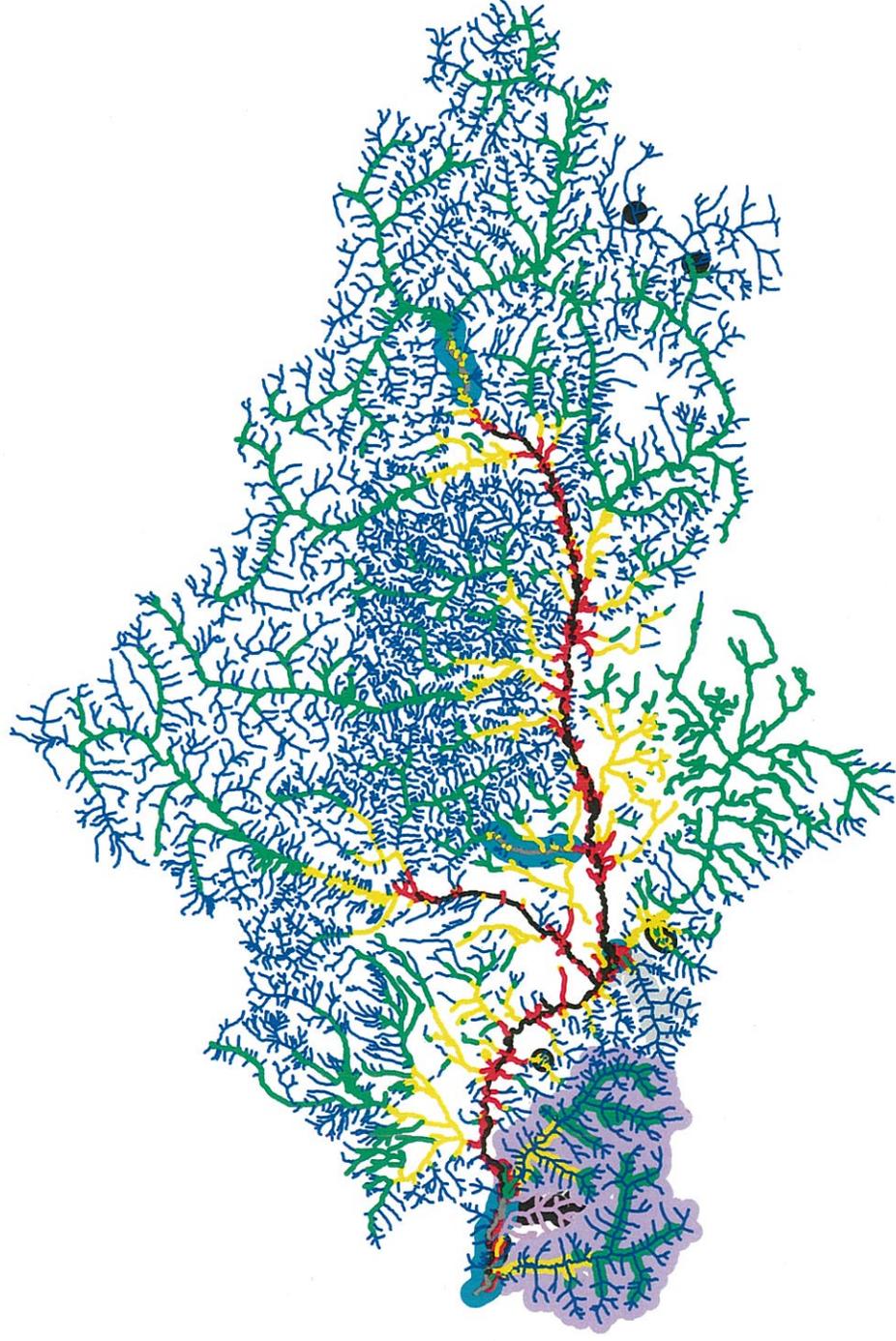
Approved by:

  
\_\_\_\_\_  
Briar Young

Title: Manager, Oceans Habitat and Enhancement Branch  
Yukon / Transboundary Rivers Area  
Fisheries and Oceans Canada

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*Yukon Placer Fish Habitat Suitability Map - Klondike River Watershed (Category A)*

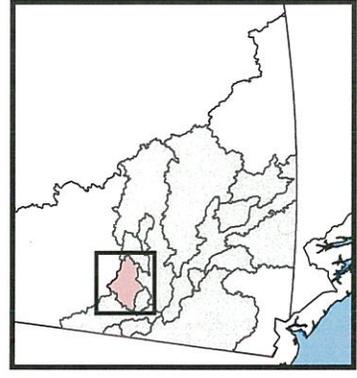


**Watercourse Classification, Habitat Suitability Types**

- Water Quality
- Low Suitability
- Moderate-Low Suitability
- Moderate-Moderate Suitability
- Moderate-High Suitability
- High Suitability
- Areas of Special Consideration - Ecological
- Areas of Special Consideration - Cultural

**Development**

- Current
- Historical
- Extensive
- Lakes



Map Compiled: September, 2010



**Sediment Discharge Standards for Placer Mine Effluent – Klondike River Watershed (Category B)**  
**Updated June 30, 2021**

Habitat Suitability	Water Quality Objective <sup>1</sup>	Sediment Discharge Standard for Mine Discharge
High	<25 mg/L <sup>1</sup>	Compliance Level: <0 mg/L
Moderate-High	<25 mg/L <sup>1</sup>	Compliance Level: <200 mg/L
Moderate-Moderate	<50 mg/L <sup>1</sup>	Compliance Level: <200 mg/L
Moderate-Low	<80 mg/L <sup>1</sup>	Design Target: 0.2 ml/L Action Level: 0.8 ml/L Compliance Level: 1.2 ml/L
Low	<200 mg/L <sup>1</sup>	Design Target: 0.2 ml/L Action Level: 1.0 ml/L Compliance Level: 1.5 ml/L
Extensive Development Zones (previously developed areas in Hunker and Bonanza Creek only)	Downstream WQO mg/L <sup>1</sup>	Design Target: 0.2 ml/L Action Level: 1.0 ml/L Compliance Level: 2.0 ml/L
Water Quality Zones  Bear Creek – Upstream of tailings at 1100 ft contour	Downstream WQO mg/L <sup>1</sup>	Consult Fisheries and Oceans Canada for guidance where you believe a natural barrier to fish exists  Compliance Level: 2.5 ml/L
Areas of Special Consideration  <i>Klondike River (main stem from mouth to Hunker Creek)</i>  <i>Klondike River (main stem downstream from Davidson Creek)</i>  <i>Lee Creek (lower main stem)</i>  <i>Flat Creek (lower main stem)</i>	<25 mg/L <sup>1</sup>  <25 mg/L <sup>1</sup>  <25 mg/L <sup>1</sup>  <25 mg/L <sup>1</sup>	To be determined by Fisheries and Oceans Canada if locations are identified other than those listed below  Compliance Level: <0 mg/L  Compliance Level: <0 mg/L  Compliance Level: <200 mg/L  Compliance Level: <200 mg/L

<sup>1</sup> The water quality objective is established for management and effectiveness monitoring purposes. The placer mine operator is not required to monitor or report on this objective for compliance purposes.

#### General Notes Regarding Sediment Discharge Standards

- The point at which the above-listed Sediment Discharge Standards for Mine discharge will be measured will be a point in the effluent flow immediately before it enters the natural stream flow.
- Sediment Discharge Standards for Mine discharge include all releases of effluent (both point and non-point sources) into the natural stream flow of a watercourse.
- All effluent discharge levels are identified in excess of natural background concentrations at the time of sampling.
- When the sediment discharge standard is a settleable solids standard (ml/l), measurement will either involve laboratory analysis, or utilizing an Imhoff cone.
- When the sediment discharge standard is a suspended solids standard (mg/l), measurement will either involve laboratory analysis, or utilizing a portable digital turbidity/suspended solids correlation meter.
- Samples collected for the purpose of determining compliance with the above-listed Sediment Discharge Standards for Mine discharge will be analysed via laboratory analysis.



# City of Dawson

## Report to Council

Agenda Item	Heritage Advisory Committee Re-appointments
Prepared By	Planning and Development
Meeting Date	February 18, 2025
References (Bylaws, Policy, Leg.)	Heritage Bylaw
Attachments	

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

### Recommendation

That Council re-appoint Megan Gamble and Mike Ellis to the Heritage Advisory Committee with terms ending September 30, 2027.

### Executive Summary

There are currently four voting members on the Heritage Advisory Committee (HAC). As per S. 4.01 of the Heritage Bylaw "Council shall, by resolution, appoint a minimum of three and a maximum of five voting members to the Heritage Advisory Committee".

### Background

Megan Gamble and Mike Ellis have expressed an interest in continuing to serve on HAC for another term.

### Discussion / Analysis

The Heritage Advisory Committee serves at the pleasure of Council, as per the terms laid out in the Heritage Bylaw #2019-04. Section 4.01 of the Bylaw requires that Council appoint by resolution no less than three and no more than 5 members to the Committee. Section 4.02 states: "Terms for voting members shall be of a two-year period .... Appointments shall be to terms concluding on September 30th of any given year. Members may be reappointed to succeeding terms."

If the appointment in this request is approved, the Committee will consist of the following members:

1. Megan Gamble – terms ending September 30, 2027
2. Mike Ellis – terms ending September 30, 2027
3. Aaron Woroniuk – terms ending September 30, 2025
4. Ludovic Antoine – terms ending September 30, 2027

### Fiscal Impact

Voting members of the Heritage Advisory Committee will be compensated with a monthly honorarium of \$200.

### Alternatives Considered

NA

### Next Steps

Staff will inform the applicants of the Council's decision.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Feb. 14, 2025



# City of Dawson Report to Council

Agenda Item	Subdivision Applications #25-005
Prepared By	Planning and Development
Meeting Date	February 18, 2025
References (Bylaws, Policy, Leg.)	Subdivision Bylaw, Municipal Act, OCP, Zoning Bylaw
Attachments	None

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

## Recommendation

That Council grant subdivision authority to subdivide Lot 1059, Quad 116 B/03 into two lots and consolidate the eastern portion with Lot 1058-2, Quad 116 B/03 (DP #25-005) subject to the following conditions:

1. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.

## Background

Planning and Development has received DP #25-005 for the subdivision of Lot 1059, Quad 116 B/03 into two lots and subsequent consolidation of the eastern portion with Lot 1058-2, Quad 116 B/03. The proposal is intended to facilitate the construction of the new Recreation Centre.

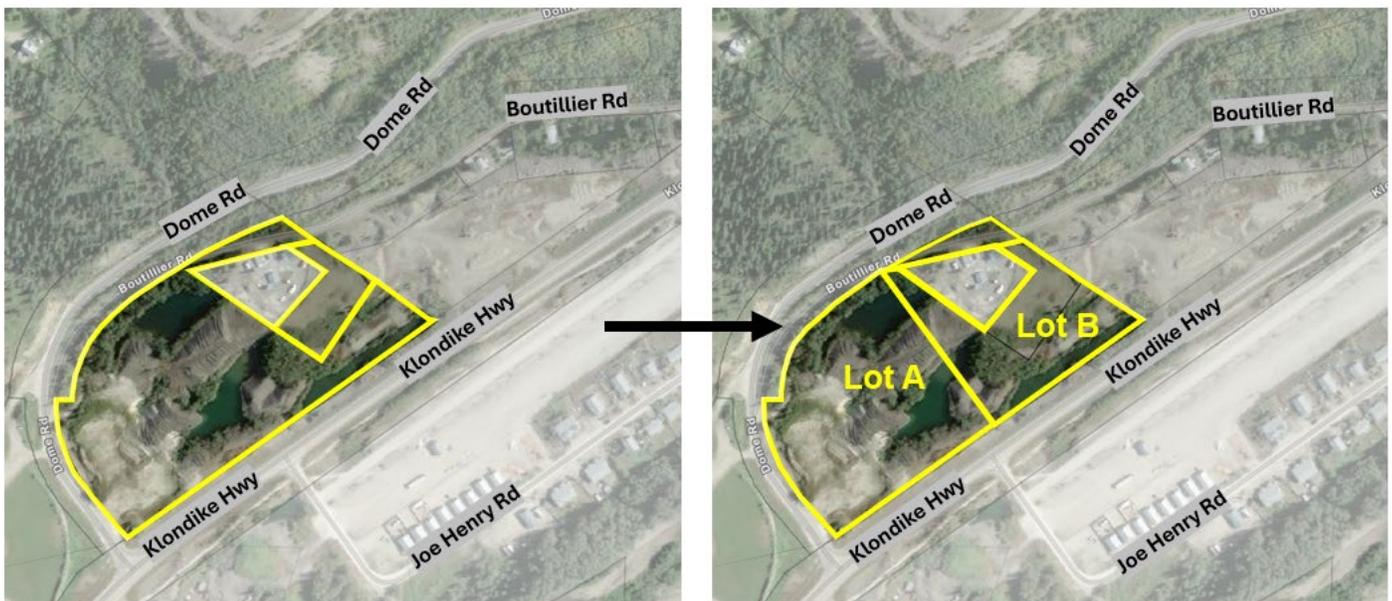


Figure 1: DP #25-005

## Discussion / Analysis

### Subdivision Bylaw

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

### Municipal Act

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. In conformity with this provision, access to the proposed lots exist on Dome Road and the Klondike Highway.

### Official Community Plan

The portion of Lot 1059 proposed as Lot A is designated as INT- Institutional. Institutional areas illustrate the location of major institutional areas that provide services to Dawson and the surrounding region. Although institutional areas are designated as

stand-alone districts, smaller institutional uses such as historic sites, cemeteries, places of worship, childcare centres, and community recreation facilities may exist in other districts.

The portion of Lot 1059 and Lot 1058-2 proposed as Lot B is designated UR – Urban Residential. Residential lots in these areas are intended to be smaller in size than Country Residential lots and will be designed for immediate or eventual connection to municipal water and sewer infrastructure

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

**Zoning Bylaw**

The Zoning Bylaw is intended to implement the goals of the OCP. Lots 1059 and Lot 1058-2 are zoned P2 – Institutional. Because there are no structures present on the lots, its setbacks, uses and the lot size conform to the requirements of the P2 Zone.

**Fiscal Impact**

N/A

**Alternatives Considered**

N/A

**Next Steps**

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

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Feb. 14, 2025



# THE CITY OF DAWSON

## *Fees and Charges 2025 Amendment Bylaw*

Bylaw No. 2025-03

**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**

- (a) bylaw #13-05 establishes fees for certain services, and
- (b) council for the City of Dawson approved bylaw #13-05 being the *Fees and Charges Bylaw*, and
- (c) the City of Dawson is desirous of amending bylaw #13-05, now

**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 *Fees and Charges 2025 Amendment Bylaw*.

#### **2.00 Purpose**

2.01 The purpose of this bylaw is to amend bylaw #13-05 being the *Fees and Charges Bylaw*.

#### **3.00 Definitions**

3.01 In this Bylaw:

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



# THE CITY OF DAWSON

## Fees and Charges 2025 Amendment Bylaw

Bylaw No. 2025-03

### PART II – APPLICATION

#### 4.00 Amendment

Appendix “A” of bylaw #13-05 is hereby repealed and replaced with the attached Appendix “A”.

### 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 Bylaw Repealed

6.01 Bylaw #2024-03 is hereby repealed.

#### 7.00 Enactment

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

#### 8.00 Bylaw Readings

Readings	Date of Reading
FIRST	<b>December 10, 2024</b>
SECOND	<b>January 14, 2025</b>
THIRD and FINAL	

\_\_\_\_\_  
*Stephen Johnson, Mayor*  
**Presiding Officer**

\_\_\_\_\_  
*David Henderson, CAO*  
**Chief Administrative Officer**



# THE CITY OF DAWSON

## *Fees and Charges 2025 Amendment Bylaw*

Bylaw No. 2025-03

### **PART IV – APPENDIX**

#### Appendix A – Fees and Charges

FEES AND CHARGES		2022	2023	2024	2025	
Administration	Fee Description	Fee	Fee	Fee	Fee	Unit
	Certified Bylaw	25.00	25.00	30.00	31.00	per bylaw
	NSF Cheque Service Charge	40.00	40.00	50.00	51.00	each
	Stop Payment Fee	35.00	35.00	40.00	41.00	each
	Processing Fee (tax Liens, land registrations)	50.00	50.00	55.00	56.00	each
	Document Search		50.00	55.00	56.00	each
	Tax Certificate	50.00	50.00	55.00	60.00	per property
	Administration of Non-Municipal program	5.00%	5.00%	6.50%	6.65%	value of program
Animal Control	Fee Description	Fee	Fee	Fee		Unit
	License Fee, Annual - Dangerous animal	250.00	250.00	255.00	260.00	per year
	License Fee, Annual - Unspayed/Un-neutered Dog	75.00	75.00	80.00	82.00	per year
	License Fee, Lifetime - Spayed or Neutered Dog	40.00	40.00	45.00	46.00	per dog
	Feed and Care While Impounded	25.00	25.00	30.00	31.00	per animal, per day
	Impound - First Occurrence	25.00	25.00	30.00	30.00	per animal
	Impound - Second Occurrence	75.00	75.00	80.00	82.00	per animal
	Impound - Third Occurrence	125.00	125.00	130.00	133.00	per animal
	Impound - Fourth Occurrence	300.00	300.00	310.00	316.00	per animal
	Impound - Fifth and Subsequent Occurrences	500.00	500.00	515.00	525.00	per animal
	Replacement Tag	15.00	15.00	15.00	18.00	per unit
	Special Needs Dog	No Fee	No Fee	No Fee	No Fee	
Business Licen	Fee Description	Fee	Fee	Fee		Unit
	Local - Initial Business License Fee	125.00	125.00	130.00	133.00	per year
	Regional - Business License Fee	210.00	210.00	225.00	230.00	per year
	Non-Local - Business License Fee	600.00	600.00	615.00	627.00	per year
Cable System	Fee Description	Fee	Fee	Fee		Unit
	Analog Service - Residential Regular Rate	48.00	56.16	62.00	68.00	per month
	Analog Service - Residential Senior Rate	44.00	52.65	58.00	64.00	per month
	Analog Service - Single Unit Commercial Rate	48.00	56.16	62.00	68.00	per month
	Analog Service - Multi Unit Commercial / Institution:					
	Base Rate, plus	150.00	175.50	195.00	215.00	per month, plus room/site rate
	Room/Site Rate from May 1st to September 30th Inclusive	20.00	23.40	26.00	29.00	per room per month
	Room/Site Rate from October 1st to April 30th Inclusive	10.00	11.70	15.00	17.00	per room per month
	Digital Service - Residential Regular Rate	80.00	93.60	105.00	116.00	per month
	Digital Service - Residential Senior Rate	68.00	83.07	95.00	105.00	per month
	Digital Service - Programming Fee for Additional Digital Receiv	8.00	9.36	10.50	12.00	per month
	Digital Additional Programming:					
	Digital Specialty Packages #10 Educational, #5 Business & Info, #8 Variety & Special Int, #7 Lifestyle, #4 Primetime, #12 Family & Kids	6.00	7.02	8.00	9.00	per package per month
	Digital Specialty Package #6 - Premium Movies	22.00	25.74	29.00	32.00	per package per month
	Digital Specialty Package - Entertainment HD	9.00	10.53	12.00	13.00	per package per month
	Digital Sports HD	8.00	9.36	11.00	12.00	per package per month
	Digital Sportnet World HD	35.00	40.95	45.00	50.00	per package per month
	Digital Network HD	10.00	11.70	13.00	14.00	per package per month
	Digital Hollywood Suites HD	10.00	11.70	12.00	13.00	per package per month
	Commercial Sportsnet (distribution in Lounges/Bars/Restauran	75.00	87.75	97.00	107.00	Seating capacity 51-100, per month
	Commercial Sportsnet (distribution in Lounges/Bars/Restauran	85.00	99.45	110.00	121.00	Seating capacity 101-150, per month
	High Definition Additional Programming:					
	Connection for new service:					
	Administration/Connection Fee (Connection already exists)	75.00	87.75	100.00	110.00	per connection
	Connection prior to the 15th of the month	1 month Levy	1 month Levy	2 month Levy	2 month Levy	
	Connection after 15th of the month	50% of Monthly Levy				
		Cost+15%	Cost+15%	Cost+15%	Cost+15%	
	Service Charge - New Installation					per installation
	Service Charge - Late Penalty & Disconnection	10% of outstanding balance	per month			
	Service Charge - Re-connection for Arrears	\$100.00 + one th i	\$100.00 + one th i	\$100.00 + one th i	\$110.00 + one th i	per re-connection
	Service Charge - Transfer (Name change only, same location)	25.00	29.25	30.00	33.00	per transfer
	Fibre Optic Rental	350.00	409.50	450.00	495.00	per month per 1 pair of fibre p
	Additional Fibre Optic Rental	75.00	87.75	100.00	110.00	fibre

FEES AND CHARGES		2022	2023	2024	2025	
<b>Camping Bylaw</b>	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		<b>Unit</b>
	Fee to remove a tent	75.00	75.00	80.00	82.00	per tent
	Storage fee for tent	10.00	10.00	15.00	20.00	per tent per day
<b>Cemetery</b>	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		<b>Unit</b>
	Disinterment or Reinterment of any Cadaver	actual costs	actual costs	actual costs	actual costs	each
	Interment of a Cadaver - Normal Business Hours	625.00	625.00	650.00	663.00	each
	Interment of a Cadaver - Outside Normal Business Hours	actual costs	actual costs	actual costs	actual costs	each
	Interment of Ashes - Normal Business Hours	425.00	425.00	450.00	459.00	each
	Interment of Ashes - Outside Normal Business Hours	\$210 plus costs	\$210 plus costs	\$250 plus costs	\$255 plus costs	each
	Plot and Perpetual Care - Ashes	500.00	500.00	525.00	536.00	each
	Plot and Perpetual Care - Cadaver	750.00	750.00	800.00	816.00	each
<b>Development &amp; Planning</b>	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		<b>Unit</b>
	<b>General</b>					
	Appeal to Council - non-residential related		120.00	250.00	250.00	per application
	Appeal to Council - residential related			100.00	100.00	per application
	Cash in Lieu of on-site parking	3,100.00	3,300.00			per space
	Cash in Lieu of on-site parking (C1 and P2 Zones)	3,100.00	3,300.00	4,500.00	4,500.00	
	Cash in Lieu of on-site parking (R1,R2,R3,C2,M1,P1,A1,FP zones)	3,100.00	3,300.00	3,400.00	3,400.00	
	Extension of Approval (excluding subdivision applications)	105.00	120.00	100.00	100.00	per application
	Development Permit Search			50.00	50.00	per lot
	Advertising - Required Advertising associated with any application	80.00	85.00	90.00	90.00	signage replacement fee
	<b>Development Permits</b>					
	New Build (single detached or duplex)	155.00	165.00	175.00	175.00	per application
	New Build (single detached or duplex + secondary/garden suite)			200.00	200.00	
	New Build (secondary/garden suite)			100.00	100.00	
	New Build (Multi-unit residential, apartment, townhouse)	260+.25 / sq ft dev	275+.3/sq ft dev	275 + \$0.1/ft <sup>2</sup> of floor area	275 + \$0.1/ft <sup>2</sup> of floor area	
	New Build (Commercial, institutional, industrial, lodging facility)	260+.25 / sq ft dev	275+.3/sq ft dev	275 + \$0.1/ft <sup>2</sup> of floor area	275 + \$0.1/ft <sup>2</sup> of floor area	
	New Build (non-dwelling accessory structure)			75.00	75.00	
	Major Alteration (addition to the building, structural or exterior cladding)	105.00	120.00	100.00	100.00	
	Minor Alteration (fence, solar panel/culvert/pole installation)	25.00	30.00	50.00	50.00	
	Sign Application	25.00	30.00	50.00	50.00	
	Temporary (less than 7 days)	25.00	30.00	50.00	50.00	
	Temporary ( more than 7 days)	105.00	120.00	150.00	150.00	
	Amendment to Approved Development Permits			50.00	50.00	
	Change of Use (Without new zoning requirement)			50.00	50.00	
	Conditional Use			250.00	250.00	
	<b>Amendments and Variance</b>					
	OCP Amendment application	1,030.00	1,100.00	1,200.00	1,200.00	per application
	Zoning Amendment Application Fee	410.00	450.00	600.00	600.00	per application
	Combined OCP and Zoning Bylaw Amendment			1,500.00	1,500.00	
	Variance Application	105.00	120.00	250.00	250.00	per application
	<b>Subdivision</b>					
	Subdivision	105.00	120.00	125.00	125.00	per lot created- Max \$1,000
	Consolidation	105.00	120.00	125.00	125.00	per lot consolidated - Max \$1,000
	Extension of Approval (subdivision apps only)	105.00	120.00	125.00	125.00	
	Boundary Adjustment	105.00	120.00	125.00	125.00	Per lots adjusted - Max \$1,000
	Land application			450.00	450.00	
	<b>Move and Demolition</b>					
	Move Application			250.00	250.00	per application
	Demolition (structures on Yukon Historic Sites Inventory)	210.00	225.00	350+Redevelopment Security Dep 1/sq ft of lot)	350+Redevelopment Security Dep 1/sq ft of lot)	per application
	Demolition (structures NOT on Yukon Historic Sites Inventory)			200+Redevelopment Security Dep 1/sq ft of lot)	200+Redevelopment Security Dep 1/sq ft of lot)	per application
	<b>Traffic Control</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>	<b>Unit</b>
	Erection of Barriers for Public Utility	350.00	350.00	360.00	360.00	occasion
	Road Closure - Daily Fee	50.00	50.00	55.00	55.00	For each day over three days
	Temporary Road Closure Application Fee	75.00	75.00	85.00	85.00	occasion
	Permanent Road Closure Application	210.00	225.00	240.00	240.00	per application

FEES AND CHARGES		2022	2023	2024	2025	Unit
<b>Fire Protection</b>	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		
	Inspection Service: Third Party Requests for Business Premise	75.00	75.00	80.00	82.00	per hour
	Inspection Service: File Search	75.00	75.00	80.00	82.00	per hour
	Inspection Service: Request for on-site inspection	75.00	75.00	80.00	82.00	per hour
	Inspection Service: Non-routine inspection	75.00	75.00	80.00	82.00	per hour
	Burning Permit Application	-	-			per application
	False Alarm Responses:					
	1-2 responses per calendar year					
	3-5 responses per calendar year	250.00	250.00	260.00	265.00	per response
	greater than five responses per calendar year	500.00	500.00	515.00	525.00	per response
	<b>Emergency Response</b>					
	Base Rate, plus	500.00	500.00	520.00	530.00	per hour, per unit
	Disposable materials	Markup	Markup	Markup	Markup	
	Contracted Services	\$500 + actual costs	\$500 + actual costs	\$520 + actual costs	\$530 + actual costs	
	Confined Space Rescue Stand-by	500.00	500.00	520.00	530.00	per request
	Confined Space Rescue Response	\$500 + actual costs	\$500 + actual costs	\$520 + actual costs	\$530 + actual costs	per response
<b>Public Works</b>	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		<b>Unit</b>
	<b>Equipment Rental including operator:</b>					
	Backhoe	150.00	159.75	165.00	168.00	per hour (one hour min.)
	Dump Truck	150.00	159.75	165.00	168.00	per hour (one hour min.)
	<b>Labour:</b>					
	Service Call / double time	150.00	159.75	165.00	168.00	per employee per hour (min 4 hrs)
	Service Call / time and half	120.00	128.00	131.00	134.00	per employee per hour (min 4 hrs)
	Service Call / normal business hours	80.00	85.00	90.00	92.00	per employee per hour (min 1 hr)
	Contracted Labour - Steamer				250.00	per hour (one hour min.)
	Contracted Labour - Vac truck				300.00	per hour (one hour min.)
	<b>Snow Dump Permit</b>					
	Season (Fall 2024 to Spring 2025) - Commercial				1,100.00	each
	Season (Fall 2024 to Spring 2025) - Residential				275.00	each
	One day - Non-Commercial				55.00	each
	<b>Other:</b>					
	External contractor and material mark-up	21.5%	21.5%	21.5%	21.5%	
	Municipal Dock Rental	105.00	112.00	115.00	117.00	per foot per season
	City HydroVac				359.00	per hour (one hour min.)
<b>Recreation and Parks</b>	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		<b>Unit</b>
	<b>Recreation Centre</b>					
	Arena Ice Rental - Adult	120.00	130.00	132.50	136.00	hour
	Arena Ice Rental - Youth	60.00	65.00	67.50	70.00	hour
	Arena Ice Rental - Tournament*	1,500.00	1,600.00	1,650.00	1,683.00	per tournament
	Arena Ice Rental Tournament - Daily		700.00	725.00	739.50	daily
	Arena Ice Rental - Tournament additional hours*	50.00	55.00	57.50	58.60	hour
	Change fee	100.00	110.00	115.00	117.30	
	Locker Rental Fee	50.00	60.00	62.50	65.00	per season
	Arena Dry Floor	550.00	600.00	615.00	650.00	per day or part thereof
	Arena Dry Floor - Non-profit	400.00	450.00	460.00	475.00	per day or part thereof
	Arena Kitchen	175.00	190.00	190.00	193.80	per day or part thereof
	Arena Kitchen - Non-profit	110.00	120.00	125.00	127.50	per day or part thereof
	Arena Concession Area	45.00	50.00	52.50	53.60	per day or part thereof
	Arena - Child Day Pass (3-12 years)	4.00	4.50	4.50	5.00	day
	Arena - Child 10 Punch Pass (3-12 years)	34.00	37.50	37.50	40.00	10 times
	Arena - Child Season Pass (3-12 years)	150.00	160.00	160.00	163.20	season
	Arena - Youth/Senior Day Pass (13-18 years; 60+)	5.50	5.50	5.50	6.00	day
	Arena - Youth/Senior 10 Punch Pass (13-18 years; 60+)	42.00	45.00	45.00	48.00	10 times
	Arena - Youth/Senior Season Pass (13-18 years; 60+)	185.00	200.00	200.00	204.00	season
	Arena - Adult Day Pass (19-59 years)	6.00	6.50	6.50	7.00	day
	Arena - Adult 10 Punch Pass (19-59 years)	48.00	52.50	52.50	56.00	10 times
	Arena - Adult Season Pass (19-59 years)	210.00	225.00	225.00	229.50	season
	Arena - Family Day Pass (related & living in one household)	13.00	14.00	14.00	15.00	day
	Arena - Family 10 Punch Pass (related & living in one house)	108.00	115.00	115.00	120.00	10 times
	Arena - Family Season Pass (related & living in one house)	470.00	500.00	510.00	520.20	season
	Skate Sharpening		5.00	6.00	6.00	
	Skate Sharpening - 10 Punch Pass		40.00	45.00	50.00	
	<b>Parks &amp; Greenspace</b>					
	Minto or Crocus - Ball Diamond	120.00	130.00	132.50	135.00	per day or part thereof
	Minto or Crocus - Ball Diamond*	850.00	910.00	925.00	943.50	season
	Crocus - Day Camp	1,200.00	1,300.00	1,325.00	1,351.50	season
	Crocus - Concession	110.00	120.00	122.50	125.00	per day or part thereof
	Minto - Concession - Entire Building	150.00	160.00	165.00	168.30	per day or part thereof
	Minto - Kitchen or Program Room	75.00	80.00	82.00	83.60	per day or part thereof
	Minto - Program Room - program	15.00	16.00	16.50	17.00	hour
	Minto - Program Room - private event	40.00	45.00	46.00	47.00	first hour
	Minto - Program Room - private event	15.00	16.00	16.50	17.00	each additional hour
	Parks or Greenspace*	52.00	56.00	57.00	60.00	per day or part thereof
	Gazebo*	52.00	56.00	57.00	60.00	per day or part thereof
	Picnic Shelter*	52.00	56.00	57.00	60.00	per day or part thereof
	Community Garden Plot	30.00	40.00	42.50	50.00	season

FEES AND CHARGES		2022	2023	2024	2025	
<b>Dawson City Swimming Pool</b>						
Swimming Pool Rental* - under 25 swimmers		120.00	130.00	135.00	137.70	hour
Swimming Pool Rental* - additional fee for 25+ swimmers		32.00	35.00	40.00	40.80	hour
Swimming Pool - Child Day Pass (3-12 years)		4.50	4.50	4.50	5.00	day
Swimming Pool - Child 10 Punch Pass (3-12 years)		34.00	37.50	37.50	40.00	10 times
Swimming Pool - Child Season Pass (3-12 years)		140.00	160.00	160.00	163.20	season
Swimming Pool - Youth/Senior Day Pass (13-18 years; 60+)		5.00	5.50	5.50	6.00	day
Swimming Pool - Youth/Senior 10 Punch Pass (13-18 years)		40.00	45.00	45.00	48.00	10 times
Swimming Pool - Youth/Senior Season Pass (13-18 years; 60+)		180.00	200.00	200.00	204.00	season
Swimming Pool - Adult Day Pass (19-59 years)		6.00	6.50	6.50	7.00	day
Swimming Pool - Adult 10 Punch Pass (19-59 years)		48.00	52.50	52.50	56.00	10 times
Swimming Pool - Adult Season Pass (19-59 years)		210.00	225.00	225.00	229.50	season
Swimming Pool - Family Day Pass (related & living in one household)		13.00	14.00	14.00	15.00	day
Swimming Pool - Family 10 Punch Pass (related & living in one household)		108.00	115.00	115.00	120.00	10 times
Swimming Pool - Family Season Pass (related & living in one household)		470.00	500.00	510.00	520.20	season
<b>Equipment Rental</b>						
	<b>Fee</b>		<b>Fee</b>	<b>Fee</b>	<b>Fee</b>	
Cross Country Ski , Snowshoe, or Kicksled Package*			10.00	10.00	10.00	per day
Cross Country Ski , Snowshoe, or Kicksled Package*			20.00	20.00	20.00	3 days
Cross Country Ski , Snowshoe, or Kicksled Package*			40.00	42.00	45.00	7 days
Cross Country Ski , Snowshoe, or Kicksled Package - Child (3-12)			5.00	5.00	5.00	per day
Cross Country Ski , Snowshoe, or Kicksled Package - Child (3-12)			10.00	10.00	10.00	3 days
Cross Country Ski , Snowshoe, or Kicksled Package - Child (3-12)			20.00	22.00	25.00	7 days
Coffee Urns	10.50		11.00	11.25	12.00	per day or part thereof
Picnic Table	12.00		13.00	13.25	14.00	per day or part thereof
<b>Fitness Centre</b>						
Fitness Centre	7.00		8.00	8.00	9.00	day
Fitness Centre	35.00		37.50	38.25	40.00	month
Fitness Centre	88.00		95.00	97.00	100.00	3 months
Fitness Centre	165.00		175.00	178.50	182.50	6 months
Fitness Centre	319.00		340.00	347.00	350.00	year
<b>Deposits</b>						
Damage Deposit - Facility	350.00		350.00	350.00	350.00	fully refundable if conditions met
Damage Deposit - Parks or Greenspace	100.00		100.00	100.00	100.00	fully refundable if conditions met
Deposit - Key	40.00		40.00	40.00	40.00	fully refundable if conditions met
Program Cancellation	10.00		10.00	10.25	10.00	
<b>Vehicle for Hire</b>						
	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		<b>Unit</b>
Vehicle for Hire License or Renewal		100.00	100.00	105.00	107.00	per application
Vehicle for Hire Operator's permit		30.00	30.00	35.00	36.00	per application
<b>Waste Management</b>						
	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		<b>Unit</b>
Waste Management Fee - Commerical Space		300.00	319.50	330.00	337.00	year
Waste Management Fee - Institutional Residential		300.00	319.50	327.00	334.00	year
Waste Management Fee - Non-vacant Institutional Space		300.00	319.50	327.00	334.00	year
Waste Management Fee - Residential Unit (including B&B)		195.00	208.00	213.00	217.00	year
Waste Management Fee - Mobile Refreshment Stands		20.80	22.00	23.00	23.00	week or portion thereof
Waste Management Fee - Mobile Refreshment Stands		50.70	54.00	55.00	56.00	month
Waste Management Fee - Mobile Refreshment Stands		152.10	162.00	166.00	169.00	season
Waste Management Fee - Vacant Institutional Commercial Lot		150.00	319.50	327.00	334.00	year
Waste Management Fee - Vacant Institutional Residential Lot		150.00	319.50	327.00	334.00	year
Waste Management Fee - Vacant Non-Institutional Commercial Lot		120.00	319.50	327.00	334.00	year
Waste Management Fee - Vacant Non-Institutional Residential Lot		120.00	208.00	213.00	217.00	year
<b>Water Delivery</b>						
	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>	<b>Unit</b>
One delivery every two weeks		1,166.88	1,248.00	1,279.00	1,343.00	per year
One delivery every two weeks - senior		700.13	892.80	1,085.00	1,139.00	per year - paid monthly
One delivery per week		2,333.76	2,496.00	2,558.00	2,686.00	per year
One delivery per week - senior		1,400.26	1,785.60	2,170.00	2,279.00	per year - paid monthly

FEES AND CHARGES		2022	2023	2024	2025	
<b>Water Services</b>	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		<b>Unit</b>
	Private owned/occupied Residential/ Trondek Hwechin resident	635.59	677.00	694.00	708.00	per year - paid quarterly
	Privately owned/rental Residential - Senior Discounted	370.03	394.00	404.00	412.00	per year - paid quarterly
	Commercial Residential	974.40	1,038.00	1,065.00	1,086.00	per year
	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast	103.66	130.00	135.00	138.00	per rentable room per year
	Non-Residential Cooking Facility - Commercial/Institutional Kitchens	512.58	546.00	560.00	571.00	per kitchen per year
	Non-Residential Cooking Facility - Community Halls	309.58	330.00	340.00	347.00	per kitchen per year
	Non-Residential Cooking Facility - Staff Kitchens	157.33	168.00	175.00	179.00	per kitchen per year
	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino		-	-		
	First (2) Units (Refer to Table "A" for unit calculation)	426.30	454.00	475.00	485.00	per unit per year
	Additional per unit rate for over (2) units (Refer to Table "A" for unit calculation)	137.03	146.00	150.00	153.00	per unit per year
	Non-Residential Washroom - Institutional	1,141.88	1,216.00	1,250.00	1,275.00	per washroom per year
	Non-Residential Washroom - Commercial and all other Non-Residential	182.70	195.00	200.00	204.00	per toilet / urinal per year
	Non-Residential Laundry Washing Machine - Institutional Wash	1,141.88	1,216.00	1,250.00	1,275.00	per machine per year
	Non-Residential Laundry Washing Machine - Hotel/Motel Wash	938.88	1,000.00	1,025.00	1,046.00	per machine per year
	Non-Residential Laundry Washing Machine - Hotel/Motel Guest	466.90	497.00	510.00	520.00	per machine per year
	Non-Residential Laundry Washing Machine - other Non-Residential	466.90	497.00	510.00	520.00	per machine per year
	Janitor Room - equipped with water outlet - Institutional	1,141.88	1,216.00	1,250.00	1,275.00	per janitorial room per year
	Janitor Room - equipped with water outlet - Commercial and all other	182.70	195.00	200.00	204.00	per janitorial room per year
	R.V. Park/Campground	86.28	92.00	95.00	97.00	per serviced space per year
	School	1,020.20	1,087.00	1,115.00	1,137.00	per classroom per year
	Car Wash	938.88	1,000.00	1,025.00	1,046.00	per year
	Sewage Disposal Facility	340.03	362.00	375.00	383.00	per year
	Public Shower & Staff Shower	294.35	313.00	320.00	326.00	per shower per year
	Stand Alone Sink	157.33	168.00	175.00	179.00	per sink per year
	Water-Cooled Air Condition, refrigeration or freezer unit and ice	106.58	114.00	120.00	122.00	per horsepower, per year
	Bulk water pick up at pumphouse	4.00	4.25	4.50	5.00	per cubic metre
	Disconnection or reconnection of private water service	1 hr labour + 1 hrs equip. rental including operator + materials OR actual costs, whichever is greater	1 hr labour + 1 hrs equip. rental including operator + materials OR actual costs, whichever is greater	2 hr labour + 1 hrs equip. rental including operator + materials OR actual costs, whichever is greater	2 hr labour + 1 hrs equip. rental including operator + materials OR actual costs, whichever is greater	
<b>Sewer Services</b>	<b>Fee Description</b>	<b>Fee</b>	<b>Fee</b>	<b>Fee</b>		<b>Unit</b>
	Private owned/occupied Residential /Trondek Hwechin resident	481.82	513.00	530.00	541.00	per year - paid quarterly
	Private owned/occupied Residential - Senior Discounted	280.51	299.00	310.00	316.00	per year - paid quarterly
	Privately owned/rental Residential /Trondek Hwechin resident	481.82	513.00	530.00	541.00	per year - paid quarterly
	Commercial Residential	741.76	790.00	810.00	826.00	per year
	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast	77.52	96.90	100.00	102.00	per rentable room per year
	Non-Residential Cooking Facility - Commercial/Institutional Kitchens	391.49	417.00	430.00	439.00	per kitchen per year
	Non-Residential Cooking Facility - Community Halls	236.95	252.00	260.00	265.00	per kitchen per year
	Non-Residential Cooking Facility - Staff Kitchens	118.48	126.00	130.00	133.00	per kitchen per year
	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino		-	-		
	First (2) Units (Refer to Table "A" for unit calculation)	324.52	345.00	355.00	362.00	per unit per year
	Additional per unit rate for over (2) units (Refer to Table "A" for unit calculation)	103.02	110.00	115.00	117.00	per unit per year
	Non-Residential Washroom - Institutional	870.54	927.00	950.00	969.00	per washroom per year
	Non-Residential Washroom - Commercial and all other Non-Residential	130.08	140.00	145.00	148.00	per toilet / urinal per year
	Non-Residential Laundry Washing Machine - Institutional Wash	870.54	927.00	950.00	969.00	per machine per year
	Non-Residential Laundry Washing Machine - Hotel/Motel Wash	716.01	763.00	785.00	801.00	per machine per year
	Non-Residential Laundry Washing Machine - Hotel/Motel Guest	355.43	379.00	390.00	398.00	per machine per year
	Non-Residential Laundry Washing Machine - other Non-Residential	355.43	379.00	390.00	398.00	per machine per year
	Janitor Room - equipped with water outlet - Institutional	870.54	927.00	950.00	969.00	per janitorial room per year
	Janitor Room - equipped with water outlet - Commercial and all other	139.08	148.00	155.00	158.00	per janitorial room per year
	R.V. Park/Campground	48.94	52.00	55.00	56.00	per serviced space per year
	School	775.24	826.00	850.00	867.00	per classroom per year
	Car Wash	716.01	763.00	785.00	801.00	per year
	Sewage Disposal Facility	257.56	274.00	280.00	286.00	per year
	Public Shower & Staff Shower	226.65	241.00	250.00	255.00	per shower per year
	Stand Alone Sink	118.48	126.00	130.00	133.00	per sink per year
	Disconnection or reconnection of private sewer service	2 hrs labour+2 hrs equip. rental including operator +material costs OR actual costs, whichever is greater	2 hrs labour+2 hrs equip. rental including operator +material costs OR actual costs, whichever is greater	3 hrs labour+2 hrs equip. rental including operator +material costs OR actual costs, whichever is greater	actual costs	
<b>W&amp;S - Load Capacity</b>	<b>Load Capacity Charge-single family residential</b>					
	Single family residential	1,550.00	1,650.75	1,700.00	1,734.00	per unit (includes 2 bathrooms)
	Single family residential	415.00	442.00	455.00	464.00	per additional bathroom
	Multi-family or commercial property	415.00	442.00	455.00	464.00	per water outlet
<b>TABLE A:</b>						
151 - 200 = 8 units						
201 - 250 = 10 units						
251 - 300 = 12 units						
301 - 350 = 14 units						
351 - max = 16 units						
Plus 2 units for each additional 50 seating capacity						



# City of Dawson

## Report to Council

Agenda Item	Sale of Municipal Lands Policy (#2025-01)
Prepared By	Planning and Development
Meeting Date	February 18, 2025
References (Bylaws, Policy, Leg.)	
Attachments	Draft Sale of Municipal Lands Policy (#2025-01)

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

### Recommendation

That Council adopt the Sale of Municipal Lands Policy (#2025-01).

### Executive Summary

While administration is developing a plan to dispose of municipal lands, it has come to the attention that the current Sale of Municipal Lands Policy does not adequately address the issues that the City may face during the process, given recent changes in regulations, context, and the City budget. It is recommended that the Policy be revised to improve transparency in the process.

### Background

1.

Resolution **CW24-10-08** - Moved By: Cud Eastbound; Seconded By: Stephen Johnson:

*That Committee of the Whole direct administration to update the Sale of Municipal Lands Policy.*

Carried Unanimously

2.

Resolution **CW25-01-10** - Moved By: Stephen Johnson; Seconded By: Tobias Graf:

*That Committee of the Whole table the Sale of Municipal Lands Policy #2025-01 to the next Committee of the Whole meeting.*

Carried Unanimously

3.

Resolution **CW25-02-10** - Moved By: Tobias Graf; Seconded By: Justine Hobbs:

*That Committee of the Whole review the draft Sale of Municipal Lands Policy (#2025-01) and forward it to Council for adoption.*

Carried Unanimously

The Policy has now been reviewed by legal counsel.

### Discussion / Analysis

See attached the draft Policy.

### Main changes

#### Process

The current Policy includes three mechanisms for land disposition: 1. formal request to the CAO, 2. land lottery for new subdivisions and multiple lots, 3. either a land lottery or an expression of interest for individual lots. To ensure a more transparent procedure and that development occurs after the land sale, the administration recommends processes as outlined in Section 3 of the draft Policy.

#### Non-profit Housing Providers

It is recommended that Council consider selling land for the provision of affordable housing at a price below market value as outlined in Section 4 of the draft Policy in order to address Dawson's housing shortage and support non-profit housing providers

## Land Valuation

The current Policy provides that:

- Full lots deemed surplus shall be sold at a value per square foot that is equivalent to the average assessed value per square foot of each adjacent property, based on the current Assessment Roll in effect, to a minimum of \$1.00 per square foot.
- Partial lots shall be sold at a value of \$1.00 per square foot.
- Permanently closed roadways shall be sold at a value of \$1.00 per square foot.

After reviewing regulations from other communities, it came to light that selling municipal lands at the average assessed value is not common. This will also considerably reduce the City's revenue. Therefore, it is recommended that Council consider market value for sale of municipal lands as outlined in Section 5 of the draft Policy.

### Fiscal Impact

The City will increase revenue by selling properties at market value.

### Alternatives Considered

NA

### Next Steps

NA

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Feb. 14, 2025



# City of Dawson

## Sale of Municipal Lands Policy

### # 2025-01

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#### **POLICY STATEMENT**

The City of Dawson wishes to ensure that all land within the municipal boundary is utilized to its full potential wherever possible. The City requires a policy to establish a process for the disposition of City-owned lands, where such disposition is deemed necessary or advisable by Council. These lands may be used for residential, commercial, industrial, or institutional purposes and must be developed in accordance with the Official Community Plan and zoning designations and regulations. This policy should be read in conjunction with the City's applicable bylaws, policies, protocols, and procedures.

#### **PURPOSE**

It is the purpose of this policy to:

1. Establish a framework for the process of disposition of municipal land.
2. Replace the Sale of Municipal Lands Policy #2018-03, which shall be repealed.

## 1.00 DEFINITIONS

1.1. The following terms are used within this policy and are defined as follows:

- a. “Adjacent property” means a property that shares a property line with the subject property. Properties that would share a property line but are bisected by an alley are considered adjacent for the purposes of this definition.
- b. “Affordable rental housing” means Rental Housing that is provided at or below the median market housing rents for comparable housing as presented by the Yukon Bureau of Statistics in the Yukon Rent Survey.
- c. “Appraisal” means an official valuation of property by an authorized person.
- d. “City” means the City of Dawson.
- e. “Council” means the Council of the City of Dawson
- f. “Eligible non-profit organization” means a not-for-profit society incorporated or continued under the Yukon *Societies Act* for a minimum of two continuous years in good standing.
- g. “Full lot” means a lot that meets the minimum lot size requirement for the zone it falls within as per the *Zoning Bylaw* designation currently in effect at the time of disposition.
- h. “Fully serviced” means a property that is connected to the City of Dawson’s community water and sewer infrastructure systems.
- i. “Partial lot” means a lot that does not meet the minimum lot size requirement for the zone it falls within as per the *Zoning Bylaw* designation currently in effect at the time of disposition.
- j. “Permanently closed road” means a surveyed road right-of-way in the control of the City of Dawson that has been permanently closed by bylaw.
- k. “Rental Housing” means any formation of multi-unit residential housing, as defined by the *Zoning Bylaw*, that is retained by a single owner, with units that are available to rent on a monthly or semi-monthly basis. Rental units must be retained as one legal entity and cannot be subdivided through a condominium process, even if all units are retained by one owner.
- l. “Surplus lot” means an existing full or partial lot that has been deemed as excess to the municipality’s needs and is not earmarked or under consideration by any department for any future City of Dawson project or facility. A lot must be deemed a surplus lot through consultation with all City departments prior to disposition to ensure that there is no reasonable municipal interest in the land.
- m. “Upset price” means the minimum price the City will accept for a parcel of land.
- n. “Vacant property” means a property that does not contain a primary dwelling or structure aligned with the intended use of the property as set out in the City of Dawson *Zoning Bylaw*.

## 2.00 GENERAL

- a. This policy shall only apply to the disposition of City owned land after the adoption of this policy. All land disposition which was in progress at the time of this policy coming into force are subject to the policies and guidelines in place at the time that the land disposition process was commenced.
- b. On an annual basis, the City of Dawson Planning and Development Department shall identify city-owned properties that are suitable for disposition and prepare a report for Council that includes suggestions for the disposition process.
- c. Land disposition shall only occur by way of the adoption of a bylaw by Council authorizing the disposition.
- d. The Development Incentive Reserve, or any other reserve that Council deems appropriate, must receive a minimum of fifty percent (50%) of the revenue generated by the land disposition for each disposition.
- e. The purchaser will enter into a sale agreement with the City of Dawson once a lot is awarded through any of the procedures outlined in the section outlining "Options for Disposition of Municipal Lands". At minimum, the following must be included in a sale agreement:
  - 2.1.e.1. The name and full contact information of the purchaser;
  - 2.1.e.2. The legal description and civic address of the property under consideration;
  - 2.1.e.3. The sale price as determined by this Policy;
  - 2.1.e.4. The building requirement of the lot, if any; and
  - 2.1.e.5. Action to be taken in the event that any conditions are not met.
- f. All developments through an agreement for sale under this Policy are required to comply with all other municipal bylaws, including but not limited to the requirement to obtain a valid development permit.
- g. Prior to expiry of the agreement for sale, an extension to the agreement for sale may be granted only in extenuating circumstances for a maximum period of one year, and at the sole discretion of Council upon receiving a written request from the purchaser.
- h. Agreements for sale are solely intended for the named purchaser and may not be transferred or assigned unless agreed to in writing by the City.
- i. Title to the property shall remain in the possession of the City of Dawson until such time as all conditions, including any building requirement, are met.
- j. The sale of municipal property shall be without warranty as to its completeness or condition, its accessibility or its suitability for intended use of the purchaser.
- k. Any land sold, shall be sold on an "as is where is" basis.

### **3.00 OPTIONS FOR DISPOSITION OF MUNICIPAL LANDS**

Council will choose, in its sole discretion, one of the following options for disposition of land based on the type, size, zoning, and servicing of the lot.

#### **3.1. Lottery Process**

- a. The lottery process may be used for lots zoned R1 and R3, or where otherwise deemed necessary or advisable by Council.
- b. Only one application per person will be accepted and must be accompanied by an application fee and an administration fee as outlined in the *Fees and Charges Bylaw*.
- c. Applicants must be at least 19 years of age and must have been a City resident for at least six months prior to the lottery date. Proof of residency must be demonstrated by the applicant to the satisfaction of the City.
- d. Applicants are not eligible to enter a lottery if they have entered into a land sale agreement with the City where all conditions have not been fulfilled.
- e. Applicants are not eligible to enter a lottery if they have any legal interest in an existing Vacant property within the City of Dawson.
- f. In each lottery, a person is entitled to be awarded a legal interest in only one lot.
- g. Successful lottery applicants will also be required to provide a deposit amount as specified in the lottery package/sale agreement to secure the purchase of the lot being offered. For unsuccessful applicants, the administration fee will be refunded. Successful applicants who are offered a lot and decline to purchase the offered lot will not get the administration fee back. For successful applicants who accept the lot being offered, the administration fee will be applied as a deposit towards the purchase price of the property being purchased.
- h. Successful lottery applicants will not be eligible (whether on their own behalf or through any other legal entity in which they hold an interest) to enter into another City land lottery for two years after the date of their successful lottery application.
- i. The City will establish the sale price for each lot in advance of the lottery in its sole discretion.

#### **3.2. Bid Process**

- a. The bid process may be used for lots that are not fully serviced or where otherwise deemed necessary or advisable by Council.
- b. A Request for Bids will be issued by the City and lots will be sold to the highest bidder.
- c. The City will establish the Upset price for each lot in its sole discretion.
- d. Bidders can submit bids on more than one lot.
- e. Once the highest bidder has been identified, the City and the successful bidder will then enter into a sale agreement.
- f. In the event of a tie, the first bid received by the City, as determined by the City in its sole discretion, will be deemed successful.

### **3.3. Proposal Process**

- a. The Proposal Process may be used for lots where the Bid Process or the Lottery Process are not applicable or where otherwise deemed necessary or advisable by Council.
- b. A Request for Proposals will be issued by the City outlining the City's specific development goals, evaluation criteria and Upset prices for all lots up for sale. Proposals may be submitted for more than one lot.
- c. Proposals submitted to the City for the purchase of municipal land shall include, at minimum, the following information:
  - 3.3.c.1. detailed description of the development proposed;
  - 3.3.c.2. detailed plan showing specific location of any buildings, structures or developments within the site;
  - 3.3.c.3. schedule for the construction of all components of the proposed development;
  - 3.3.c.4. detailed description of the building design and other components such as exterior building materials, façade, signage, landscape and other aesthetics impacting on the area where the development will occur; and
  - 3.3.c.5. any other criteria required by the City in its sole discretion.
- d. The proposals will be reviewed and the lot awarded to the proposal that best satisfies the established development criteria, in the City's sole discretion. To be clear, the City has complete discretion to reject a proposal even where that proposal has the highest purchase price for the lot of the proposals received. The City and the selected purchaser will then enter into a sale agreement in accordance with this policy.

### **3.4. Unsold Lots from Lottery and Bid Processes**

- a. Lots that remain unsold following a lottery or bid process may be sold over the counter in the Planning and Development Department after notification is circulated, in the method approved by Council in their sole discretion, at least once a week for two successive weeks, or for any extended duration as deemed necessary or advisable by Council. Lots will be sold on a first come first serve basis.
  - 3.4.a.1. Methods of notice circulation may include one or more of the following: the City of Dawson website, local newspapers or other publications, and the City and Post Office Bulletin Boards.
- b. The closing date and time for the sale of unsold lots will be in the sole discretion of the City.
- c. Any lots remaining will be available over the counter until sold or withdrawn by the City in the City's sole discretion.

### **3.5. Partial Lots**

- a. In order to commence the disposition process for a Partial Lot, the Planning and Development Department must receive a formal request from an adjacent property owner.

- b. The City is under no obligation to accept a request to purchase a Partial Lot and may reject such a request for any reason in its sole discretion.
- c. A Partial Lot being considered for disposition must first be deemed a Surplus Lot in accordance with this Policy.
- d. A Partial Lot deemed a Surplus Lot may only be sold to the current legal and registered owner of an Adjacent property.
- e. The Partial Lot shall be consolidated with the Adjacent lot in accordance with the procedures outlined in the *Municipal Act*, and the City's bylaws, including the *Zoning Bylaw* and the *Subdivision Bylaw*, as amended or replaced.
- f. All associated costs with the sale of a Partial Lot, including, without limitation, legal survey, consolidation, and fees indicated in the *Fees and Charges Bylaw* shall be borne by the purchaser.

### **3.6. Permanently Closed Road**

- a. A Permanently closed road may be made available for purchase only to the legal and registered owner of an Adjacent lot to the Permanently closed road.
- b. The Permanently closed road shall be consolidated with the Adjacent lot in accordance with the policies and procedures outlined in the *Municipal Act*, and the City's bylaws and policies, including the *Zoning Bylaw*, the *Subdivision Bylaw*, and the *Road Closure Policy*, as amended or replaced.
- c. All associated costs with the sale of a Permanently closed road including, without limitation, legal survey, consolidation, and fees indicated in the *Fees and Charges Bylaw* shall be borne by the purchaser.

### **4.00 Sale to an Eligible Non-profit Organization**

- a. Council may decide, in its sole discretion, to sell City-owned lots to an Eligible non-profit organization at a price below market value, including for a nominal value, for the construction of Affordable rental housing.
- b. Council may, in its sole discretion, elect to start a proposal process for the disposition of lands to an Eligible non-profit organization or, without initiating a proposal process, negotiate with a particular Eligible non-profit organization that, in Council's opinion, has the capacity to carry out the desired development of Affordable rental housing.
- c. Council may decide, in its sole discretion, to exclude Eligible non-profit organizations from receiving monetary incentives from the City for developments taking place on lands sold to them at a price below market value.

### **5.00 Land Valuation**

- a. Prices for the full and partial lots will be based on market value as determined by an Appraisal. The process and selection of an authorized person to carry out the Appraisal will be entirely within the discretion of the City.

- b. For lots sold by lottery process under the policy, prices for each lot will be listed in the lottery information package.
- c. For lots sold using a bid or proposal process under this policy an Upset price will be established in accordance with this policy.
- d. A Permanently closed road shall be sold at a value per square foot that is equivalent to the average assessed value per square foot of each Adjacent property, based on the current Assessment Roll in effect, to a minimum of \$1.00 per square foot.
- e. Council may decide, in its sole discretion, to use prices below market value for the purposes of facilitating Affordable rental housing development or to expedite the sale of any land where there is a reasonable basis for such an expedited sale.
- f. Any advertising, appraisal, survey, legal, or other directly related costs incurred by the City in preparing for, and disposing of any of its properties for sale, shall be borne by the purchaser.

<b>POLICY TITLE</b>	Sale of Municipal Lands Policy
<b>POLICY NO.</b>	2025-01
<b>EFFECTIVE DATE</b>	February XX, 2025
<b>ADOPTED BY COUNCIL ON</b>	February XX, 2025
<b>RESOLUTION NO.</b>	C-XX

**Original signed by:**

Stephen Johnson, Mayor

David Henderson, CAO