



THE CITY OF DAWSON

COUNCIL MEETING #C19-23

AGENDA

WEDNESDAY, NOVEMBER 20, 2019

7:00 p.m.

Council Chambers, City of Dawson Office

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

- a) Council Meeting Agenda #C19-23

3. PUBLIC HEARING

- a) 2019 Permanent Road Closure No. 1 Bylaw #2019-11 – Second Reading RE: Lot 7, Blk C, Govt Addition

4. DELEGATIONS AND GUESTS

5. BUSINESS ARISING FROM DELEGATIONS

6. ADOPTION OF THE MINUTES

- a) Council Meeting Minutes C19-20 of October 7, 2019
- b) Special Council Meeting Minutes C19-21 of October 23, 2019
- c) Council Meeting Minutes C19-22 of October 30, 2019

7. BUSINESS ARISING FROM MINUTES

- a) Council Meeting Minutes C19-20 of October 7, 2019
- b) Special Council Meeting Minutes C19-21 of October 23, 2019
- c) Council Meeting Minutes C19-22 of October 30, 2019

8. FINANCIAL AND BUDGET REPORTS

- a) 2019 Accounts Payable Report #19-22 RE: Cheques #54401 – 54418
- b) 2019 Accounts Payable Report #19-22 RE: Cheques #54419 – 54446
- c) 2019 Accounts Payable Report #19-22 RE: Cheques #54447 – 54494

9. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) Request for Decision RE: Community Grant & Recreation Grant
- b) Request for Decision RE: Council Appointments for AYC, KVA & KDO
- c) Request for Decision RE: Consolidation Application #19-136: Lots 1 and 2, Block 7, Day's Addition
- d) Request for Decision RE: W ½ Lot 10, Block LI, Ladue Estate: Request to Purchase
- e) Budget Review RE: Purchase of Local Art
- f) Request for Decision RE: Recreation Facility Planning
- g) Information Report RE: Priority Review Update

10. BYLAWS AND POLICIES

- a) *Official Community Plan Amendment No. 1* Bylaw #2019-12 – First Reading RE: Nu-Way Crushing
- b) *Zoning Amendment No. 4* Bylaw #2019-13 – First Reading RE: Nu-Way Crushing
- c) *Official Community Plan Amendment No. 2* Bylaw #2019-14 – First Reading RE: Annual Review
- d) *Zoning Amendment No. 5* Bylaw #2019-15 – First Reading RE: Annual Review
- e) *Heritage Bylaw* #2019-04 – Third and Final Reading

- f) *2019 Permanent Road Closure No. 1 Bylaw #2019-11* – Second Reading RE: Lot 7, Blk C, Government Addition
- g) *2019 Permanent Road Closure No. 1 Bylaw #2019-11* – Third and Final Reading RE: Lot 7, Blk C, Government Addition
- h) *2019 Land Sale No. 1 Bylaw #2019-07* – Second Reading RE: Lot 7, Blk C, Government Addition
- i) *2019 Land Sale No. 1 Bylaw #2019-07* – Third Reading RE: Lot 7, Blk C, Government Addition

11. CORRESPONDENCE

- a) Duka Environmental Services Ltd. RE 2019 Nuisance & Vector Mosquito Control Program, Summary Report
- b) Heritage Advisory Committee Meeting Minutes # HAC19-13, 19-14, 19-15, 19-16 & 19-17
- c) Board of Variance Meeting Minutes #BOV19-02, 19-03, 19-04 & 19-05
- d) Committee of Whole Meeting Minutes #CW19-26

12. PUBLIC QUESTIONS

13. INCAMERA

14. ADJOURNMENT



THE CITY OF DAWSON

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



NOTICE OF PUBLIC HEARING: PERMANENT ROAD CLOSURE BYLAW


DATE: November 20, 2019

TIME: 7:00 PM

Location: Council Chambers, Town Hall

As per s. 276 of the *Municipal Act*, upon passing a bylaw to permanently close a road, council must give public notice and hold a public hearing. Therefore, the City of Dawson is requesting input from the public regarding the closure of “Old Third Avenue Right-of-Way”.



 Portion of closed road.

 Lot 7 Block C Remainder

 Lot 31 Block 2 North End

This Permanent Road Closure is required to facilitate a request to purchase Lot 7 Remainder, Block C, Government Addition, and 11 feet of the Old Third Avenue Right-of-Way. The request to purchase was filed by the adjacent landowner of Lot 31, Block 2, North End Subdivision.

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

Clarissa Huffman

Community Development Officer

Box 308, Dawson City YT Y0B1G0

cdo@cityofdawson.ca

867-993-7400 ext. 414

DAWSON CITY — HEART OF THE KLONDIKE



THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

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

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

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the **2019 Permanent Road Closure No. 1 Bylaw**

2.00 Purpose

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



THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

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THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Amendment

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

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



THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Enactment

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

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	October 30, 2019
SECOND	November 20, 2019
PUBLIC NOTICE	November 12, 2019
PUBLIC HEARING	November 20, 2019
THIRD and FINAL	November 20, 2019

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore

Chief Administrative Officer



THE CITY OF DAWSON




2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

PART IV – APPENDIX (APPENDICES)

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



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

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

PRESENT:

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

ALSO PRESENT:

CAO	Cory Bellmore
A/EA	Amanda King
A/CDO	Libby MacPhail

Agenda Item: Call to Order

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

Mayor Potoroka declared a conflict with the in-camera matter and will be stepping down from council on that matter.

Councillor Kendrick declared a conflict with the in-camera matter and will be stepping down from council on that matter.

Agenda Item: Agenda

Agenda item 4(a) removed from agenda.

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

Agenda Item: Adoption of the Minutes

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

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

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

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

Agenda Item: Business Arising from Minutes

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

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

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

Agenda Item: Financial and Budget Reports

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

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

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

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

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

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

Agenda Item: Special Meeting, Committee, and Departmental Reports

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

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

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

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

c) Request for Decision RE: AMFRC Concession Services Award

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

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

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

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

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

e) Proposed Resolution RE: Climate Change

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

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

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

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

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

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

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

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

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

That any municipal carbon-tax rebates received from, at a minimum, 2020 to 2025 be directed to a reserve fund with the express purpose of paying for municipal initiatives aimed at limiting environmental impacts and reducing greenhouse gas emissions and that the CAO advise before September 30, 2020, on how that money will be accessed by departments.

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

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

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

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

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

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

That the Mayor write a letter to the Yukon Government Community Services Minister (and forward it to Council) on the first of every month until petroleum hydrocarbon containers are included in the Designated Material Regulations and petroleum products are considered as an item for Extended Producer Responsibility.
Carried 5-0

f) Request for Decision RE: Community and Recreation Grants

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

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

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

Agenda Item: Bylaws & Policies

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

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

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

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

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

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

Agenda Item: Correspondence

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

Agenda Item: Public Questions

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

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

Agenda Item: In Camera RE: Land Related Matter

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

*Mayor Potoroka passed the chair to Councillor Shore and departed council.
Councillor Kendrick departed council.*

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

Motion Carried 3-0

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

Agenda Item: Adjourn

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

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

Wayne Potoroka, Mayor

Cory Bellmore, CAO

MINUTES OF SPECIAL COUNCIL MEETING #C19-21 of the council of the City of Dawson held on Wednesday, October 23, 2019 at 6:00 p.m. in the City of Dawson Council Chambers.

PRESENT:

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

ALSO PRESENT:

CAO	Cory Bellmore
EA	Heather Favron
CDO	Clarissa Huffman
Planning Assistant	Libby Macphail

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C19-19 to order at 6 p.m.

Agenda Item: Agenda

C19-21-01 Moved by Mayor Potoroka, seconded by Councillor Shore that the agenda for council meeting # C19-21 of October 23, 2019 be adopted as presented.
Motion Carried 4-0

Agenda Item: Appeal Hearing

C19-21-02 Moved by Mayor Potoroka, seconded by Councillor Ayoub that council move to committee of the whole for the purposes of holding an appeal hearing.
Motion Carried 4-0

a) Appeal Hearing RE: Variance Application #19-117, Lot 18, Block HB, Harper

Chris Ball and Sylvain Fleurant were in attendance to present their appeal and to answer any questions of council.

C19-21-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with agenda. Motion Carried 4-0

C19-21-04 Moved by Councillor Johnson, seconded by Mayor Potoroka that council move into a closed session of committee of the whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing a land related matter.
Motion Carried 4-0

Councillor Kendrick joined council.

C19-21-05 Moved by Mayor Potoroka, seconded by Councillor Ayoub that committee of the whole revert to an open session of council to proceed with the agenda.
Motion Carried 5-0

C19-21-06 Moved by Councillor Kendrick, seconded by Councillor Johnson that council approve the variance request #19-117 for the 6'6" setback between addition to main office building and historic shed.
Motion Carried 5-0

Agenda Item: Adjourn

C19-21-07 Moved by Mayor Potoroka, seconded by Councillor Johnson that council meeting #C19-21 be adjourned at 6:16 p.m. with the next regular meeting of council being October 30, 2019.
Motion Carried 5-0

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

Wayne Potoroka, Mayor

Cory Bellmore, CAO

MINUTES OF COUNCIL MEETING #C19-22 of the council of the City of Dawson held on Wednesday, October 30, 2019 at 7 p.m. in the City of Dawson Council Chambers.

PRESENT:

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

ALSO PRESENT:

CAO	Cory Bellmore
EA	Heather Favron
CDO	Clarissa Huffman

Agenda Item: Call to Order

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

Agenda Item: Agenda

Agenda item 10 (e) be switched to 10 (c).

C19-22-01 Moved by Mayor Potoroka, seconded by Councillor Kendrick that the agenda for council meeting # C19-22 of October 30, 2019 be adopted as amended.
Motion Carried 4-0

Mayor Potoroka declared a conflict with agenda item 10 (d) and (e) and will be stepping down from council on the matters.

Councillor Kendrick declared a conflict with item 10 (d) and (e) and will be stepping down from council on the matters.

Agenda Item: Public Hearing

C19-22-02 Moved by Mayor Potoroka, seconded by Councillor Shore that council move to committee of the whole for the purposes of holding a public hearing and for hearing delegations.
Motion Carried 4-0

- a) Subdivision Application 19-111 Lot 19, Callison Subdivision
The Chair called for submissions.
The Chair called for submissions a second time.
The Chair called for submissions a third and final time, and hearing none declared the Public Hearing closed.
-

Agenda Item: Delegations

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

Riley Brennan was in attendance to present concerns to council regarding the perpetual utility bill at 601 King Street. The building on the property has been permanently disconnected as it is uninhabitable due to rot. In May when they requested to have the water disconnected, they were not informed that the charges for the service would continue.

They are working towards selling the structure to be removed from the property and plan to redevelop the lot in one to two years-time. They feel it is unfair to continue being charged for services that have been permanently disconnected.

Councillor Johnson arrived at 7:05 p.m.

C19-22-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with agenda.
Motion Carried 5-0

Agenda Item: Business Arising from Delegations

The CAO confirmed to look into the questions and concerns raised.
Research other similar situations of permanent disconnects.
Research situations of properties connected to system but not yet turned on
Temporary vs. permanent disconnects
Buildings deemed uninhabitable or unhealthy

Council voiced a desire to have the fees and charges discussion prior to the new year.

Council requested to review fees being charged for permanently disconnected water and sewer services during upcoming fees and charges discussions. Information important to the discussion in will be

- Understanding the impacts to water and sewer revenues.
- How many and what vacant lots are being charged?

Agenda Item: Adoption of the Minutes

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

C19-22-04 Moved by Councillor Kendrick, seconded by Councillor Ayoub that the minutes of council meeting #C19-19 of October 2, 2019 be approved as presented.
Motion Carried 5-0

b) Council Meeting Minutes C19-20 of October 7, 2019

Council noted the minutes did not reflect Mayor Potoroka and Councillor Kendrick declaring a conflict and departing council during the in-camera matter.

C19-22-05 Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of council meeting #C19-20 of October 7, 2019 be approved as amended.
C19-22-06 Moved by Mayor Potoroka, seconded by Councillor Kendrick to postpone to next regular council meeting.
Motion Carried 5-0

Agenda Item: Business Arising from Minutes

Council Meeting Minutes C19-20 of October 7, 2019

- Page 3: Council requested an update regarding Triple J Hotel's plans for waste removal and diversion. The CAO explained to council the bid submitted had included a section that dealt with environmental sustainability of the business and addressed the issues council hoped to be addressed.
- Page 5: A request to include the Single Use Plastics bylaw at the next committee meeting was raised by council. The CAO informed council administration is planning to consult with the business community impacted and will then bring the bylaw along with the information gathered back to council.
- Page 2: Council requested an update regarding requested response to questions raised. What aspects went to YESAB? How did they get scoped? How did the city get involved? The CAO informed a response was not yet available.
- Page 1: Council requested an update regarding Barry Fargey jersey. The CAO explained the matter was still being worked on.
- Council requested an update regarding Block 5, Day Addition alley closure. The CAO will investigate and report back.
- Page 4: Council inquired if the water cooler had been removed. The CAO informed it was unplugged and would be getting removed.
- Page 2: Council noted the work done on Craig Street as was requested regarding re-sloping of the hump seems to have created another issue that may need to be addressed. During heavy rainfall water pools in front of the Bed and Breakfast and backs up onto their sidewalk almost to the stairs.

Agenda Item: Financial and Budget Reports

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

Further information	Cheque #	Vendor Name
Reimbursement for city expenses due to credit card not working and vendor not accepting credit cards.	54358 54368	Cory Bellmore & Mark Dauphinee
Training for accounting system.	54371	Diamond Municipal Solutions
CFO coverage	54383	Kim A McMynn Ind Accounting Contractor
Half year of city's cost for wastewater.	54399	Yukon Government

- C19-22-07** Moved by Mayor Potoroka, seconded by Councillor Shore that council acknowledges receipt of the Accounts Payable Report #19-21 RE: Cheques #54354 - 54440; provided for informational purposes.
Motion Carried 5-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) Request for Decision RE: Council Appointments

C19-22-08 Moved by Councillor Shore, seconded by Councillor Kendrick THAT council hereby reappoints Catherine McCrystal, Peter Menzies and Dawn Kisoun to the Recreation Board with a term expiring October 31, 2021; reappoints Paul Derry to the Community Grants Committee with a term expiring October 31, 2020, and Glenda Bolt to the Community Grants Committee with a term expiring October 31, 2021; reappoints Dylan Meyerhoffer, Angharad Wenz and Eve Dewald to the Heritage Advisory Committee with a term expiring September 30, 2021, and appoints Megan Gamble to the Heritage Advisory Committee with a term ending September 30, 2020.
Motion Carried 5-0

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

C19-22-09 Moved by Councillor Kendrick, seconded by Councillor Johnson that council grant subdivision authority to subdivide Lot 19 Callison Subdivision, subject to the following conditions:

- Application successfully passes through a public hearing.
- The applicant submits a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
- The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
- 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. Motion Carried 5-0

Agenda Item: Bylaws & Policies

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

C19-22-10 Moved by Councillor Kendrick, seconded by Councillor Johnson that bylaw #2019-04 being the Heritage Bylaw be given second reading.
Motion Carried 5-0

b) *Zoning Amendment No. 2 Bylaw #2019-05 – First Reading*

C19-22-11 Moved by Mayor Potoroka, seconded by Councillor Kendrick that bylaw #2019-05 being the Zoning Amendment No. 2 Bylaw be given first reading.

C19-22-12 Moved by Councillor Johnson, seconded by Councillor Kendrick to move into council for purposes of discussing with CDO. Carried 5-0

C19-22-13 Moved by Councillor Shore, seconded by Mayor Potoroka that committee revert to council. Carried 5-0
Main Motion Carried 5-0

c) 2019 Land Sale No. 2 Bylaw #2019-09 – First Reading RE: Block LC, Ladue Estate

C19-22-14 Moved by Councillor Shore, seconded by Councillor Kendrick that bylaw #2019-09 being the 2019 Land Sale No. 2 Bylaw be given first reading.
Motion Carried 4-1

*Mayor Potoroka passed the chair to Councillor Shore and departed council.
Councillor Kendrick departed council.*

- d) *2019 Permanent Road Closure No. 1 Bylaw #2019-11 - First Reading RE: Lot 7, Blk C, Govt Addition*

C19-22-15 Moved by Councillor Shore, seconded by Councillor Ayoub that bylaw #2019-11 being the 2019 Permanent Road Closure No. 1 Bylaw be given first reading.
Motion Carried 2-1

- e) *2019 Land Sale No. 1 Bylaw #2019-07 – First Reading RE: Lot 7, Blk C, Government Addition*

C19-22-16 Moved by Councillor Shore, seconded by Councillor Ayoub that bylaw #2019-07 being the 2019 Land Sale No. 1 Bylaw be given first reading.
Motion Carried 2-1

Agenda Item: Correspondence

C19-22-17 Moved by Councillor Shore, seconded by Councillor Ayoub that council acknowledge receipt of the following correspondence:

- RCMP, Dawson Detachment, "M" Division – September Policing Report
- Kurt Dieckmann, President/CEO Yukon Workers' Compensation Health & Safety Board RE:
- Workers' Compensation Act & Occupational Health & Safety Act
- Committee of Whole Meeting Minutes #CW19-25

For informational purposes>
Motion Carried 3-0

Agenda Item: Adjourn

C19-22-18 Moved by Councillor Johnson, seconded by Councillor Shore that council meeting #C19-22 be adjourned at 8:12 p.m. with the next regular meeting of council being November 20, 2019. Motion Carried 3-0

THE MINUTES OF COUNCIL MEETING C19-22 WERE APPROVED BY COUNCIL RESOLUTION #C19-__-__ AT COUNCIL MEETING #C19-__ OF NOVEMBER 20, 2019.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

The City of Dawson
Cheque Run 19-22
10/24/2019

Cheque Number	Vendor Name	Cheque	Amount	Dept	Detail
54401	VOID				
54402	Conuma Cable Systems Ltd	\$13,090.35	\$77.70	CABLE	Freight
			\$13,012.65	CABLE	Equipment
			\$13,090.35		
54403	Cotter Enterprises	\$7,323.75		CABLE	Cable Svs
54404	Dave's Trophy Express	\$630.00		PS	Lifelong Dog Tags
54405	Dawson City Community Radio Society	\$1,250.00		ADM	Advertising
54406	Dewald, Todd	\$200.00		ADM	SnrHOG
54407	Gattie, Jimmie	\$107.88		CABLE	Refund
54408	L.Kirby In Trust	\$156.75		ADM	Petty Cash
54409	Klemm, Brodie & Jennifer	\$105.00		CABLE	Refund
54410	Lawson Lundell LLP	\$10,668.96	\$2,745.34	ADM	Legal Fees
			\$7,923.62	ADM	Legal Fees
			\$10,668.96		
54411	Livingston, Patrick	\$588.85		ADM	Reimbursement on Overpayment of Utilities
54412	Metrix Group LLP	\$13,256.25		ADM	Pro Fees
54413	North 60 Petro	\$13,760.91	\$9,770.87	ALL	Vehicle Fuel
			\$3,990.04	ALL	Bldg Fuel
			\$13,760.91		
54414	Northwestel Inc		\$4,953.77	ALL	Monthly Phone Bill
54415	R&J Sign Company	\$3,438.75			
54416	Trinus Technologies Inc.	\$511.88	\$228.38	ADM	IT Network Support
			\$283.50	ADM	IT Network Support
			\$511.88		
54417	Webster, Kathleen	\$7,500.00		PI&DEV	Reimbursement - Development Security
54418	Yukon Energy Corporation	\$17,735.80	\$2,710.66	ALL	Electric Bill - Street Lights
			\$15,025.14	ALL	Electric Bill - Buildings
			\$17,735.80		

The City of Dawson
Cheque Run 19-23
10/31/2019

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
54419	911 Supply	\$93.96	\$93.96	PS	SpecialtyClothing
54420	Advance North Mechanical	\$1,147.64	\$1,070.19	PS	Eng#3 HvyEquipR&M
			\$77.45	PW	Vehicle R&M
			\$1,147.64		
54421	Arctic Inland Resources Ltd.	\$69.22	\$51.85	PW	BrdwalkMatls
			\$17.37	PW	BldgMaint-Tools
			\$69.22		
54422	Bonanza Market	\$830.32		ALL	Op&ProgSupp
54423	Bureau Veritas	\$866.25		PW	WtrSampling
54424	Canadian Freightways	\$2,536.94	\$866.91	PW	Freight
			\$1,403.04	PW	Freight
			\$266.99	PW	Freight
			\$2,536.94		
54425	Chief Isaac Mechanical	\$1,519.18		PW	HvyEquip R&M
54426	Coast Hydrant & Valve Repair Parts	\$1,556.10		PW	OpSupp
54427	Conservation Klondike Society	\$35,750.00	\$35,750.00	ADM	Diversion Credits
54428	Dawson City General Store	\$119.94		ADM	OffSupp
54429	Dawson Hardware Ltd	\$882.46	\$16.53	PS	OpSupp
			\$79.37	PS	OpSupp-6thAve Res
			\$450.28	PW	OpSupp
			\$2.84	PW	Signs
			\$8.24	PW	Signs
			\$17.84	PW	SafetySupp
			\$44.87	PW	SafetySupp
			\$55.72	PW	NonCapEquip
			\$41.56	PW	SafetySupp
			\$70.37	PW	Vehicle R&M
			\$61.40	PW	SafetyGear
			\$33.44	PW	NonCapEquip
			\$882.46		
54430	Ed Repair & Services	\$28,455.00	\$28,455.00		ContSvs-Garbage
54431	Finning (Canada) C3176	\$211.05	\$113.97		HvyEquip R&M
			\$97.08		HvyEquip R&M
			\$211.05		
54432	Grenon Enterprises Ltd.	\$2,375.63	\$459.38		HvyEquip R&M
			\$787.50		ContSvs
			\$1,128.75		ContSvs
			\$2,375.63		
54433	Klondike Spirit Tours Inc.	\$966.00			ContSvs
54434	Manitoulin Transport	\$437.33	\$47.46	PW	Freight
			\$389.87	PW	Freight
			\$437.33		
54435	Mayes Enterprises	\$401.63			Fuel Transfer
54436	Northern Industrial Sales	\$33.50			SafetySupp
54437	Northern Superior Mechanical	\$125.42	\$61.92		HvyEquip R&M
			\$53.22		NonCapEquip-Tools
			\$10.28		Vehicle R&M
			\$125.42		
54438	Raven's Nook	\$110.25		PW	SafetyGear
54439	Small Town Automotive Inc.	\$389.58	\$136.35		Vehicle R&M
			\$58.44		Vehicle R&M
			\$136.35		Vehicle R&M
			\$58.44		Vehicle R&M
			\$389.58		
54440	Stokes International	\$157.45			OpSupplies-Incident Bks
54441	Sunnydale Landscaping	\$588.00			BrdwalkPlacemt 5thAve-Arena
54442	Van Every Inc.	\$6,588.75			ContSvs-Pull Dock
54443	WSP Canada Inc	\$2,956.50			ProFees-WtrLicense
54444	Yukon TV Inspection Services	\$2,205.00		PW	ContSvs-WWT
54445	Air North	\$894.83	\$75.17	PW	Freight-WtrSamps
			\$167.82	PW	Fall Arrest Rental
			\$102.25	PW	Freight-WtrSamps
			\$174.44	PW	Freight
			\$138.18	PW	Freight-WaterWorks
			\$102.25	PW	Freight-WtrSamps
			\$48.91	PW	Freight-RadioComm
			\$85.81	PW	Freight-WtrSamps
			\$894.83		
54446	McClintock, Sandy Marie	\$585.08	\$585.08	ADM	Reimburse-Overpay on Acct
		\$92,853.01			

The City of Dawson
 Cheque Run 19-24
 11/7/2019

Cheque Number	Vendor Name	Cheque Amount	Purchase Detail	Description
54447	Advance North Mechanical	\$1,995.73		VehR&M 21561
54448	Arctic Inland Resources Ltd.	\$1,078.13	\$372.65 \$112.90 \$90.34 \$502.24	OpSupp-Wood 1910-012283 OpSupp-Wood 1909-011527 OpSup-Wood 1910-012710 AIR-1910-013135
			\$1,078.13	
54449	BHB Mini Storage	\$105.00		BHB 8586 ContSvs-Storage
54450	Bonanza Market	\$13.18		BonanzaMkt 247613 - Sugar
54451	Brenntag Canada Inc.	\$1,004.91		Chemicals 46111265
54452	Bubble Up Marketing	\$52.50		BubbleUP 14028
54453	Chief Isaac Incorporated	\$1,468.58	\$501.25 \$211.05 \$527.63 \$35.18 \$35.18 \$158.29	CIC 2019673 CIC 2019673 CIC 2019650 CIC 2019650 CIC 2019650 CIC 2019650
54454	CND Landscapes	\$16,248.75	\$1,468.58 \$2,388.75 \$12,600.00 \$1,260.00	ContSvs 599811 ContSvs CndLandscapes 599810
			\$16,248.75	
54455	Dawson Music Festival	\$3,200.00		DCMusicFest
54456	Brendaline de Guzman	\$350.00		REC Cancelled Prog-MArts
54457	Diamond Municipal Solutions	\$33,725.58	\$225.75 \$2,313.94 \$790.13 \$338.63 \$4,663.95 \$2,331.98 \$4,533.97 \$1,543.94 \$16,983.29	Diamond Backlog PS-346833 DiamondBklog PS-342472 DiamBklog PS-343251 DiamBklog PS-345708 DiamBklog SI-109278 DiamBklog SI-109277 Diamond Nate&Brett 255997 CentralSq 256504 CentralSq 256504
			\$33,725.58	
54458	Flynn, Lois	\$400.00		DiscoDaysPrize
54459	Friends of the Palace Grand	\$1,080.00		FriendsOffPalGrd CR#19-544
54460	Giesbrecht, Dr. Sunshine	\$150.00		Giesbrecht 3988 Mike's Medical
54461	Gold Rush Inn	\$336.00		GoldRushInn 161715
54462	Grenon Enterprises Ltd.	\$26,919.38	\$223.13	GE-Grease Trap 18160
54462	Grenon Enterprises Ltd.		\$2,719.50	GE Sep29-Oct05 18172
54462	Grenon Enterprises Ltd.		\$2,100.00	GE Oct13-19 18174
54462	Grenon Enterprises Ltd.		\$3,900.75	GE Oct06-12 18173
54462	Grenon Enterprises Ltd.		\$17,976.00	GE Quig 18176
			\$26,919.38	
54463	Grenon, Elizabeth	\$456.72		EGren CR#19-543
54464	Huffman, Clarissa	\$135.00	\$50.00 \$85.00	CH reimb CR#19-550 CH Reimb CR#19-551
			\$135.00	
54465	Inkspirationz	\$264.38		Signage 204428
54466	King, Amanda	\$1,204.24	\$106.81 \$1,097.43	Golf AK CR#19-548 TrvlReimb-IPMA Conf-AKing
			\$1,204.24	
54467	Klondike Institute of Arts & Culture	\$371.00		DanceSPrent CR#19-537
54468	Klondike Visitor's Association	\$500.00		KVA CR#19-547
54469	Klondike Sun Newspaper	\$635.25	\$582.75 \$52.50	LitSoc 15114338 AdvFullPg LitSoc 15114339 AdvTVGuide
			\$635.25	
54470	Klondike Printing	\$63.00		KlonPrint I-2074
54471	MacAdam, Cara	\$250.00		REC Grant CR#19-541
54472	Maximillian's Gold Rush Eporium	\$78.68	\$53.50 \$25.18	Maxi's 665658 Maxi 664483
			\$78.68	
54473	VOID			
54474	Northern Industrial Sales	\$591.83	\$176.57 \$104.80 \$46.37 \$19.92 \$81.73 \$162.44	NIS 12655225-00 anit-freeze NIS 12464312-03 Throttle Cable NIS 12616026-00 REC-Pool NIS 12614924-00 NIS 12660577-00 SafetySupp NIS 12660764-00 BldgR&M
			\$591.83	
54475	Northern Superior Mechanical	\$450.32	\$33.89 \$37.67 \$55.64 \$21.40 \$123.28 \$48.70 \$129.74	NAPA 652-305737 VehR&M NAPA 652-304405 NAPA 652-304377 NAPA 652-305021 NonCap-Tools NAPA 652-305986 NAPA 652-305433 VehR&M NAPA 652-305833 Veh R&M
			\$450.32	
54476	Play Systems North	\$62,448.75		PlaySysNorth 32-19
54477	Public Service Alliance of Canada	\$2,255.67	\$1,281.13 \$974.54	PSAC Union Dues PP20 PSAC Union Dues PP21
			\$2,255.67	
54478	R&J Sign Company	\$1,680.00		R&J Signage-Wtrfront 681310
54479	Suncorp Valuations Ltd	\$1,134.00		Suncorp 51184 PropAppraisals
54480	Sunnydale Landscaping	\$5,953.50		Sunnydale 597039 ContSvs-Brdwa
54481	Suttis, Jennifer	\$2,968.00		SuttisJ KidsDanceCont
54482	Sieglinde, Heinz	\$29.40		Acct Closed for Deceased
54483	Total North Communications Ltd	\$577.75		TotalNrth 19755
54484	Totaltrac Rentals Ltd.	\$7,612.50		TotalTrac 499
54485	Trinus Technologies Inc.	\$1,448.48		Trinus R47538-25845
54486	Tr'ondëk Hwëch'in	\$5,910.00	\$1,500.00 \$4,410.00	TH Canoe Course TH 7004 NewinstallMatl Costs
			\$5,910.00	
54487	Terri Turai	\$1,473.75		TTurai-Gymnastics
54488	Uline Canada Corporation	\$376.39		Uline 5949270
54489	Waterstone Products	\$295.42	\$60.22 \$235.20	Wtrstone I-27762 Wtrstone I-27693 Pool Chem
			\$295.42	
54490	Yukon Energy Corporation	\$32,352.43		YKEnergy 11659 Pole Rental
54491	Yukon Inn	\$457.80	\$228.90 \$228.90	Ykinn 460796 YKinn 460805
			\$457.80	
54492	Air North	\$85.81		AirFreight F00900060
54493	Iconix Waterworks LP	\$3,315.82		IconixWtrwks 10916129247
54494	Dawson City General Store	\$226.44	\$24.13 \$29.29 \$63.26 \$13.99 \$47.89 \$47.88	GenSt 894797 GenSt 887777 GenSt 884849 GenSt 886994 GenSt887517 GenStore 893139
			\$226.44	

\$223,730.07

Report to Council



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

SUBJECT:	Community and Recreation Grants	
PREPARED BY:	Marta Selassie, Recreation Manager	ATTACHMENTS:
DATE:	November 7, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Community Grant Policy #16-01, Recreation Grants Policy 2017-06		

RECOMMENDATION

THAT Council approve the Community Grant, as recommended by the Community Grant Committee in the amount of \$950 and Council approve the Recreation Grant, as recommended by the Recreation Board in the amount of \$950.

BACKGROUND SUMMARY

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. The 2019-20 Community Lottery Program total funding provided to the City is \$32,368 to date, approximately \$15,100 (inclusive of the recommendation below) has been allocated.

The City of Dawson actually received seven applications for the fall intake of community grants and level 2 recreation grants, one of the applications was missed in the review process. The respective committees have since reviewed the grant and put forth a recommendation for approval.

ANALYSIS / DISCUSSION

The evaluation criteria for Community Grants applications is as follows:

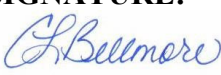
- Provide a lasting infrastructure legacy to the community;
- Demonstrate significant volunteer involvement;
- Generate significant local spending and economic impact;
- Maintain open public access to the event or project
- Demonstrate partnership with other levels of government and community groups;
- 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)

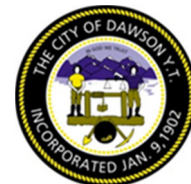
Based on the evaluation criteria established in the *Community Grants Policy* and the *Recreation Grants Policy* the respective committees make the following recommendations to Council for approval:

Applicant	Project Name	Request	Rec Board	Comm. Grant	Recommend
KIAC	Introductory Pottery, Screenprinting, Drawing & Darkroom	\$ 1,900.00	\$ 950	\$ 950	\$ 1,900
	Total				\$ 1,900

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	Nov 7, 2019	

Report to Council

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



AGENDA ITEM:	Council Appointments	
PREPARED BY:	Cory Bellmore, CAO	ATTACHMENTS: ▪
DATE:	October 30, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATIONS

That council hereby

- Reappoint Councillor Kendrick as council's representative for the Klondike Visitors Association (KVA) Board for a one-year term.
- Reappoint Councillor Shore as council's representative for the Association of Yukon Communities (AYC) Board for a one-year term.
- Reappoint Colm Cairns as council's appointee for the Klondike Development Organization Board.

ISSUE / PURPOSE

To review council appointments for representatives to the KVA, AYC and KDO.

BACKGROUND SUMMARY

Resolution passed by council at the November 19, 2018 council meeting:

- C18-36-10** Moved by Mayor Potoroka, seconded by Councillor Johnson that council hereby makes the following appointments:
- Bill Kendrick as Council's representative for the Klondike Visitors Association Board, and
 - Molly Shore as Council's representative on the Association of Yukon Communities Board.
- Motion Carried 5-0

Colm Cairns was appointed as council's appointee for the KDO in 2016. The appointment term has expired.

The KDO lets the City determine how they want to appoint board members, but once they have a board member, they like to keep them as long as the member is still willing and participating. Colm Cairns was appointed by Council to the KDO board after council did a call out to the community for persons interested in representing the City from a resident perspective. Colm Cairns has been an active and contributing board member since 2016.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		

Report to Council



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

☐ In Camera

AGENDA ITEM:	Consolidation Application #19-136: Lots 1 and 2, Block 7, Day's Addition	
PREPARED BY:	Libby Macphail, Acting CDO	ATTACHMENTS: 1. Consolidation Application 19-136
DATE:	October 15, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended THAT:

1. Council approve Subdivision Application #19-136 subject to the following conditions:
 - 1.1. The application successfully passes through a public hearing.
 - 1.2. The applicant submits a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
 - 1.3. The applicant submits a development permit application, as well as all applicable documents and the appropriate fee, to the satisfaction of the CDO.
 - 1.4. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 1.5. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.

ISSUE / PURPOSE

Consolidation Application #19-136 was received on September 24, 2019. The applicant is requesting to consolidate Lots 1 and 2, Block 7, Day's Addition in response to C19-001 Order to Comply.

BACKGROUND SUMMARY

In July of 2018, applicant Jeremy Germaine submitted Development Permit Application #18-042 for a new deck and door. The application was denied because the structure is legally non-conforming, as per S. 302 of the Municipal Act. Under this section, the City of Dawson does not have the authority to approve development permits that seek to enlarge, add to, rebuild, or structurally alter legally non-conforming buildings except to increase their conformity. At this time, administration recommended to the applicant to consolidate the lots in order to bring the property into compliance and lift the legally non-conforming status of the house.

Administration audited denied 2018 development permits on June 4, 2019, where administration discovered that the deck and entrance had been constructed without an approved development permit. As a first step to bring the property into compliance, administration again recommended to the applicant to consolidate the lots. The property owner submitted an application to consolidate on September 24, 2019.

ANALYSIS / DISCUSSION

Comments

The application was circulated to all department heads, and no negative impacts were identified. The application will be circulated to every property owner in a 100 metre radius of this property, inviting comments and questions. A public hearing will take place at a future upcoming meeting. It will be a condition of approval that the application passes successfully through this public hearing. If substantial concerns are raised, the application may be required to return to a future COW meeting.

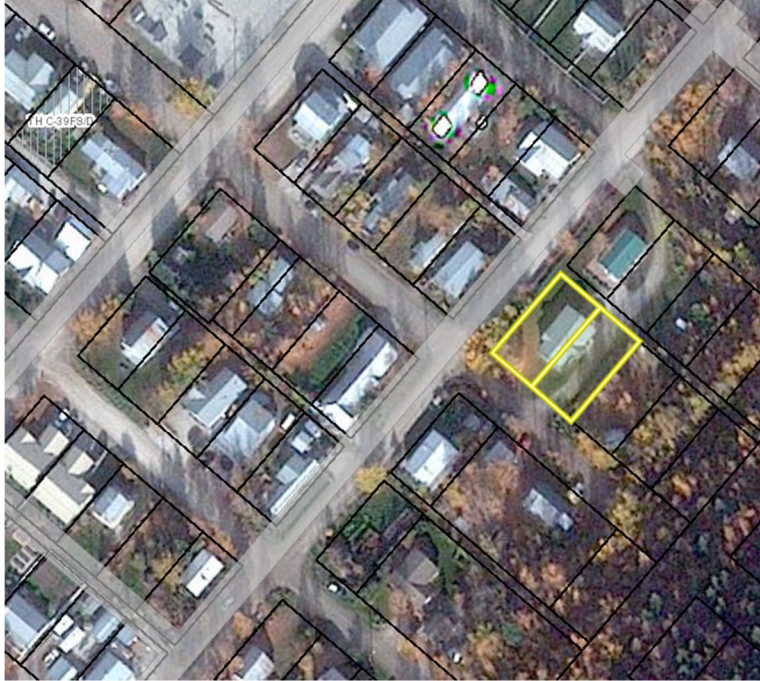


Figure 1. Lots 1 and 2 Block 7 Day's Addition on the corner of 8th Avenue and Turner Street.

Subdivision By-Law

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

Municipal Act

The Municipal Act S. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. No new access is proposed as a result of this application.

S. 319 stipulates that an approval may be valid for a period of up to twelve months. If the applicant has not provided proof that the conditions of approval have been met, under the Act the approval is void. The applicant can request an extension of a further twelve months, which may be granted in whole or in part, at the discretion of the approval authority.

Official Community Plan

The property is currently designated as UR – Urban Residential. Uses associated with this designation include single detached dwellings and duplexes. Therefore, the consolidated lots would retain the same designation. Any new use or development on the proposed lots would be required to conform to the OCP designation, or else apply for an OCP Amendment.


Zoning By-Law

The property is currently zoned R1– Single Detached/Duplex Residential. The Zoning By-Law is intended to implement the goals of the OCP. Therefore, the purpose of the R1 zone as per the Zoning By-Law is to permit a single detached and duplex dwellings. A full range of permitted uses and associated provisions are contained in the Zoning By-Law, and any future development of the proposed lots must also conform with the Zoning By-Law. A zoning assessment was conducted and all structures meet the minimum requirements of the Zoning Bylaw. The most recent deck and door development has not been permitted, and therefore, as a condition of consolidation, a development permit application should be received and approved.

Options

1. Council decline Consolidation Application #19-136.

2. Council approve Subdivision Application #19-136 subject to the following conditions:
- 2.1. The application successfully passes through a public hearing.
 - 2.2. The applicant submits a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
 - 2.3. The applicant submits a development permit application, as well as all applicable documents and the appropriate fee, to the satisfaction of the CDO.
 - 2.4. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 2.5. 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.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:	Oct 16, 2019	



THE CITY OF DAWSON

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

OFFICE USE ONLY

APPLICATION FEE:	105 + GST
DATE PAID:	Sept. 24, 2019
RECEIPT #:	33813
PERMIT #:	19-136

SUBDIVISION APPLICATION

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

PROPOSED DEVELOPMENT

☐

Subdivision

☒

Consolidation

☐

Boundary Adjustment

CIVIC ADDRESS: 601 Turner St VALUE OF DEVELOPMENT: _____

LEGAL DESCRIPTION: LOT(S) 1+2 BLOCK 7 ESTATE Day's Addition PLAN# 2B 742

PROPOSED DEVELOPMENT: Please provide a brief description of the proposed development, including the number of proposed lots and their sizes.

We would like to merge lots 1+2 of Block 7, to bring our property into compliance with the municipal act which will allow us to make any appropriate renovations to the existing structure.

APPLICANT INFORMATION

APPLICANT NAME(S): Isla and Jeremy Germaine

MAILING ADDRESS: 31 Aksala Dr. Whitehorse, Y.T. POSTAL CODE: Y1A 0K9

EMAIL: isla-germaine@hotmail.com PHONE #: 867-334-3181

OWNER INFORMATION (IF DIFFERENT FROM APPLICANT)

OWNER NAME(S): _____

MAILING ADDRESS: _____ POSTAL CODE: _____

EMAIL: _____ PHONE #: _____

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

FURTHER INFORMATION

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

No



THE CITY OF DAWSON

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OFFICE USE ONLY

PERMIT #:

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

No

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

Flat, trees (birch + spruce, grass + some poplar.
Ground soil, mixture of gravel + dirt + sand.

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

Home on Lot 1 + 2

DECLARATION

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

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

Sept 13, 2019
DATE SIGNED

Sept 13, 2019
DATE SIGNED

SIGNATURE OF APPLICANT(S)

SIGNATURE OF OWNER(S)



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COMPLETE APPLICATION SUBMISSION REQUIREMENTS

As per the Municipal Act s. 320(1), a subdivision will be granted, granted with conditions, or refused within 90 days of receipt of a complete application. An application is not deemed complete until the following information is submitted to the satisfaction of a Development Officer.

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

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

ZONING: _____ DATE COMPLETE APPLICATION RECEIVED: _____

TYPE OF APPLICATION: _____

APPLICANT NAME(S): _____

OWNER NAME(S): _____

☐ APPLICATION REJECTED

☐ APPLICATION APPROVED / PERMIT ISSUED

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

DATE: _____ SIGNATURE: _____



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PERMIT #:

INSTRUCTIONS AND GUIDELINES

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

1. Council shall not approve any application for the subdivision of any land within any zone or on any site where the parcels do not meet the minimum requirements prescribed for that zone.
2. At the sole discretion of Council, parcels with a pre-existing legally non-conforming use or structure may be subdivided so long as the subdivision does not increase the legally non-conforming nature of the use or structure.
3. Spot land applications and parcel enlargements can be approved at the sole discretion of Council and will not be approved by Council unless the application conforms to the long-term plan for those lands, as described in the OCP or other applicable approved plans.
4. Notwithstanding the above, Council may approve an application for the subdivision of any land within the historic townsite into lots that do not meet the minimum site area requirements prescribed for the underlying zoning district as a heritage conservation incentive, provided:
 - a. that subdivision is in keeping with the heritage integrity of the community; and
 - b. the development proposed for those lots meets the heritage management policies and guidelines of the OCP and the Zoning Bylaw
5. Prior to final approval, Council shall hold a public hearing to hear and consider all submissions respecting the proposed subdivision. The public hearing shall be held no earlier than seven days after the last date of publication of the notice.
6. The notice must be circulated, in a method approved by Council, once a week for two successive weeks.
 - a. Methods of notice circulation may include posting on the City website, in local newspapers, and/or on the City and Post Office Bulletin Boards, as well as sending written notification.
 - b. The notice shall:
 - i. describe the area affected by the proposed subdivision
 - ii. state the date, time, and place for the public hearing respecting the proposed subdivision
 - iii. include a statement of the reasons for the subdivision and an explanation of it
7. Written notification letters shall be mailed prior to the public hearing to all properties within the following radii of the subject property:
 - a. 100 m (328.1 ft.) for properties within the historic townsite
 - b. 1 km (3,280.1 ft.) for properties outside the historic townsite
8. A notification sign shall be placed on the subject property for a minimum of seven days.
 - a. The sign shall state the details of the subdivision and the date, time, and place of the public hearing, as well as the City's contact information.
 - b. The sign shall be provided by the City and shall be returned to the City on the day following the public hearing.
 - c. Signs not returned will be subject to an advertising fee equal to the replacement of the sign materials.
9. Every applicant who applies for subdivision of land shall provide to each lot created by the subdivision direct access to a highway satisfactory to the approving authority.
10. On receipt of a completed application for subdivision, Council will, within 90 days, approve it, refuse it, or approve it with conditions. Approval of an application shall be valid for a period of 12 months and may be subject to renewal for one more period of 12 months at the discretion of Council.
11. If Council refuses an application for subdivision, no subsequent unaltered application for approval of a proposed subdivision of land that provides for the same use of the land shall be made by the same or another person within six months of the date of the refusal.
12. If an application for a proposed subdivision of land is approved with or without conditions the applicant shall:
 - a. submit to the CDO a plan of subdivision or an instrument drawn in conformity with the approval; and
 - b. on approval of the subdivision plan, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
13. If approval of an application for subdivision is refused, the applicant may, within 30 days after the date on which the notice was mailed to the applicant, appeal in writing to the Yukon Municipal Board.



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SUBDIVISION/CONSOLIDATION APPLICATION CHECKLIST

Permit #: 19-136

Applicant Name: Isla + Jeremy Germaine

Legal Description: L.1+2 Bl.7 Day's

Mailing Address: 31 Aksala Dr.
Box 10003 Y1A 7A1

Step	Signature	Date
Completed Application and Supporting Documentation Submitted	LM	Sept. 24
Permit Paid, Stamped, and Listed in Permit Database	LM	Sept. 24
Pre-Consultation and Zoning Assessment	LM	Oct. 15
Public Notice <u>Oct. 24th</u> <ul style="list-style-type: none">• Copy of Public Notice emailed to Heather and added to RFD folder• Mailed to affected property owners [], posted at COD office [], posted at Post Office [], COD website [], E-news [], Klondike Sun []• Circulation to Other Depts (Public Works, Fire, By-Law, Recreation)• Posted at site• Email notice to Trondek Hwechin (if adjacent landowner)		
Public Hearing Date: <u>Nov. 6th, 2019</u>		
CDO Report	LM	Oct. 15
Permit Decision <ul style="list-style-type: none">• Council makes decision based on Public Hearing and CDO Report• Letter detailing decision drafted. Letter must include:<ul style="list-style-type: none">legal description of lands to be subdivided/consolidatedwritten description of subdivision detailsmap outlining approved configurationany conditions imposed by Councilexplanation of expiry date		
Permit Filing <ul style="list-style-type: none">• Original Permit, letter, & supporting documentation in open subdivisions file• Scanned in to CDO Z: drive & Saved in appropriate location• Copy of permit only put in binder• Copy of letter & permit mailed to applicant• Conditions tracked in subdivision/consolidation tracking database		
Finalization <ul style="list-style-type: none">• Legal survey received from applicant and filed in land file with original permit, letter, and supporting documentation• Copy of survey sent to Protective Services for Civic Addressing		



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Zoning Assessment

File Number: 19-136

Date: Oct. 15, 2019

Zone: R1

Assessment Completed By: Libby M.

1. Application Type

OCP Amendment

Zoning Amendment

Subdivision

Variance

☒ Development

☒ Other Consolidation

2. Official Community Plan Designation: UR- Urban Res.

Does the proposed development meet OCP requirements? ☒ yes ☐ no ☐ unknown

3. Zoning By-Law Designation: R1- Single Detached

Does the proposed development meet ZBL requirements? ☒ yes ☐ no ☐ unknown

4. Heritage Management Plan Designation: East Slope

Does the proposed development require HAC review? ☐ yes ☒ no ☐ unknown

5. Zone Specific Regulations:

Provision	Permitted	Proposed	Compliant	Variance Required
Permitted Use	<u>Single detached</u>	<u>✓</u>	<input checked="" type="radio"/> Y / N	
Minimum Parcel Size	<u>2500 sq. Ft.</u>	<u>10,000 sq. Ft.</u>	<input checked="" type="radio"/> Y / N	
Maximum Parcel Size	<u>—</u>	<u>—</u>	Y / N	
Minimum Parcel Width	<u>25 Ft.</u>	<u>100 Ft.</u>	<input checked="" type="radio"/> Y / N	
Minimum Setback (Front)	<u>10 Ft.</u>	<u>30 Ft.</u>	<input checked="" type="radio"/> Y / N	
Minimum Setback (Side)	<u>10 Ft.</u>	<u>29 Ft.</u>	<input checked="" type="radio"/> Y / N	
Minimum Setback (Side)	<u>5 Ft.</u>	<u>37.6 Ft.</u>	<input checked="" type="radio"/> Y / N	
Minimum Setback (Rear)	<u>5 Ft.</u>	<u>21.7 Ft.</u>	<input checked="" type="radio"/> Y / N	
Minimum Floor Area	<u>256 sq. Ft.</u>	<u>1613.22 sq. Ft.</u>	<input checked="" type="radio"/> Y / N	

DAWSON CITY — HEART OF THE KLONDIKE



THE CITY OF DAWSON

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Maximum Height (Principal)	35 ft.	? ✓	Y/N	
Maximum Height (Accessory)	—	—	Y/N	
Maximum Parcel Coverage	50%.	16.13%.	Y/N	
Maximum Floor Area Ratio (FAR)	—	—	Y/N	
Minimum Off-Street Parking Spaces	1 space	✓	Y/N	
Minimum Setback (Between Principal and Accessory)	—	—	Y/N	
Zone Specific: _____			Y/N	
Zone Specific: _____			Y/N	

6. Notes:

DAWSON CITY — HEART OF THE KLONDIKE

Eighth Avenue

Lot 1

Lot 2

Turner Street

HOUSE

$\sim 21.7'$

$\sim 29'$

$\sim 48.3'$

$\sim 33.4'$

$\sim 37.6'$

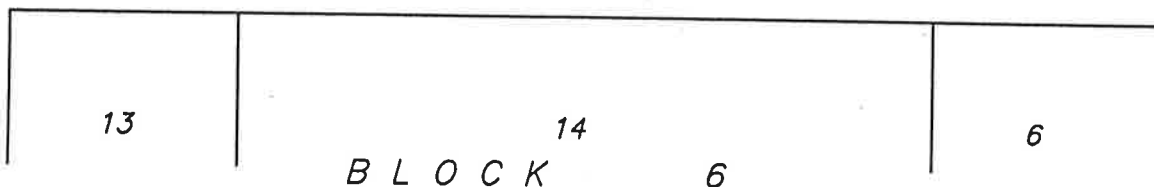
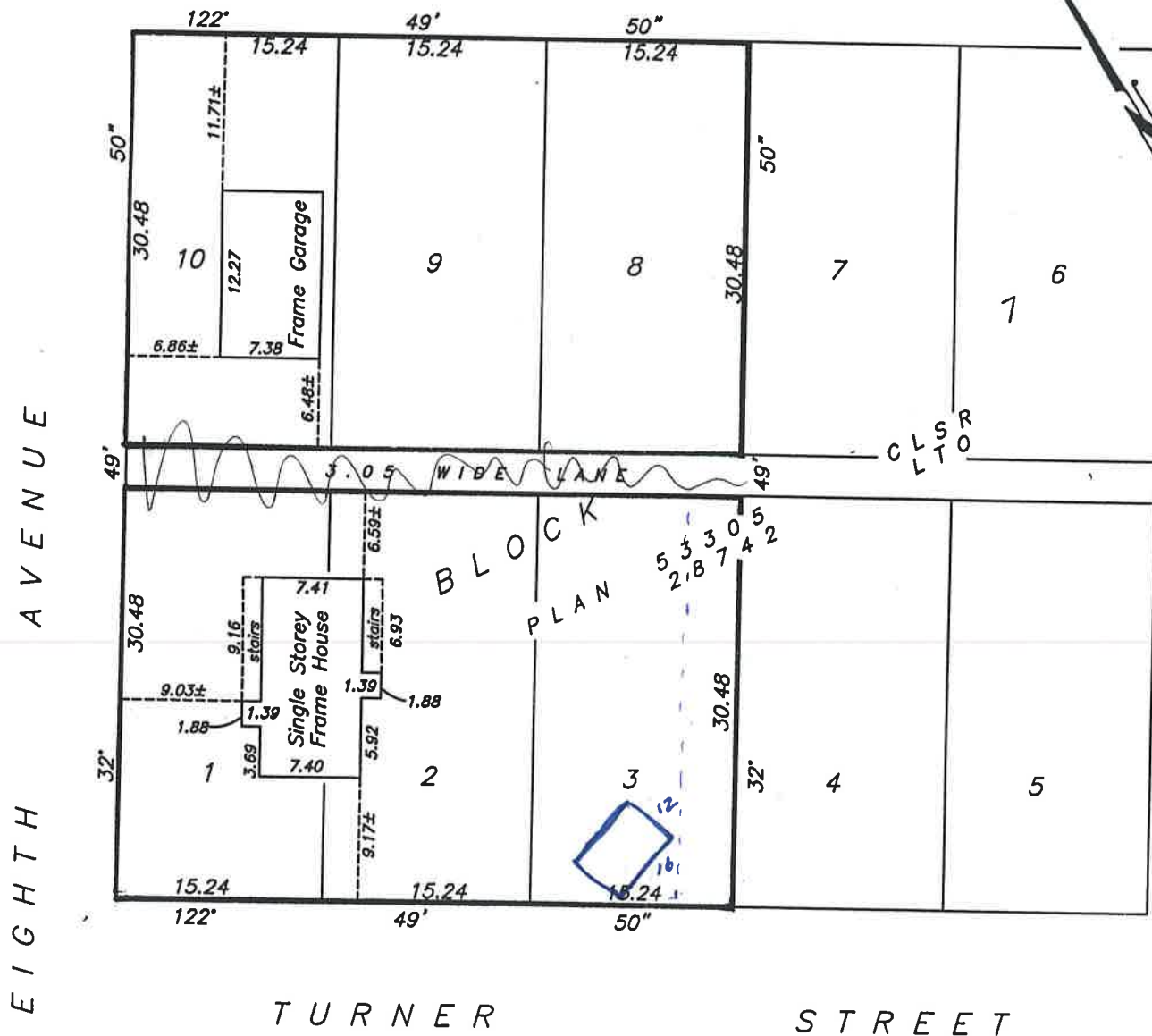
$\sim 30'$

Lot Line to be removed during consolidation



Surveyor's Certificate
 Lots 1 to 3 and 8 to 10, Block 7
 Day's Addition,
 City of Dawson
 Yukon Territory

SCALE 1 : 500



I hereby certify that the structures shown hereon lie totally within the boundaries of the above described parcels, and further, that there are no encroachments on the said parcels, either from without or from within.

CANADA LANDS SURVEYS RECORDS
5 3 3 0 5
Date 13 APRIL 1967

PLAN OF
SUBDIVISION OF PART OF

LOT 5 GROUP 2
(Day's Addition to Dawson Townsite)

Y.T.

Scale : 100 ft. to an inch.

Dawson Y.T.

Walter H. Day
Signed in presence of

Rufus Lowe

I, James Gibson Dawson, Land Surveyor for Yukon Territory, do hereby certify that this plan was prepared in accordance with the provisions of the Land Survey Act, R.S.C. 1954, Chapter 149, and that the same is correct and true.

Victor G. Gault
Signed in presence of

James Gibson Dawson

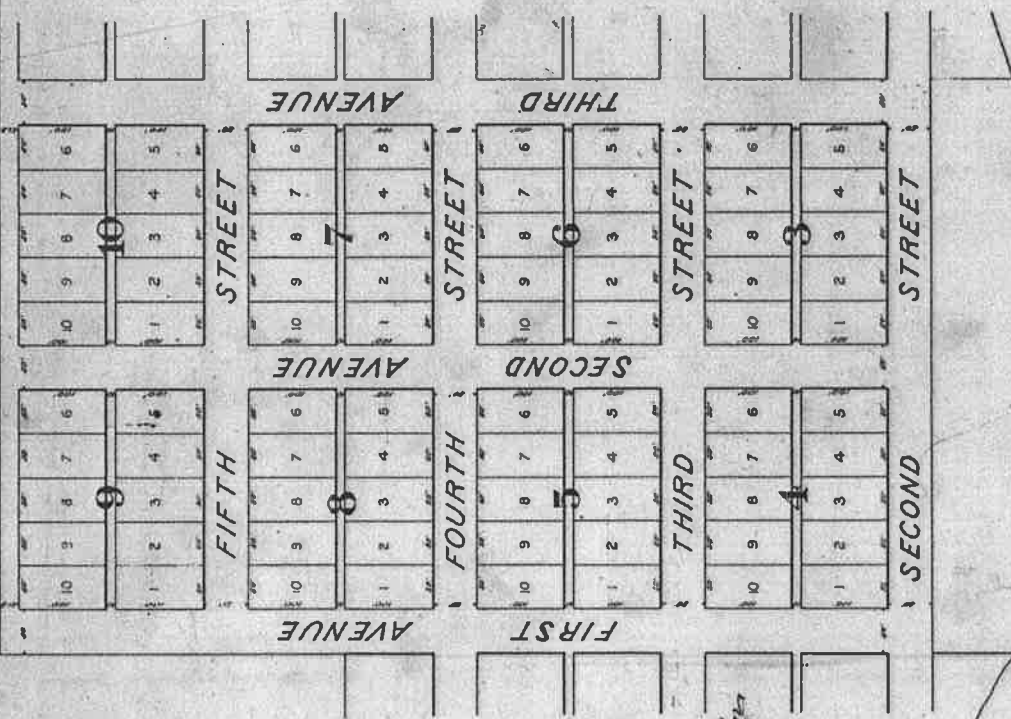
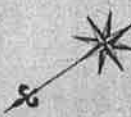
I, Victor G. Gault, Land Surveyor for Yukon Territory, do hereby certify that this plan was prepared in accordance with the provisions of the Land Survey Act, R.S.C. 1954, Chapter 149, and that the same is correct and true.

Victor G. Gault

I, Rufus Lowe, do hereby certify that this plan was prepared in accordance with the provisions of the Land Survey Act, R.S.C. 1954, Chapter 149, and that the same is correct and true.

Rufus Lowe

James Gibson Dawson
Signed in presence of



K L O N A D I K E
R I V E R

CANADA LANDS SURVEYS RECORDS
5 3 3 0 5



Legend

- ☐ Land Applications - Active
- ☐ Land Dispositions
 - ☐ Transfer Request
 - ☐ Agreement for Sale
 - ☐ Easement
 - ☐ Lease
 - ☐ Reservation
- ☐ Land Licences
- ☐ Lots for Sale
- ☐ Notations
- ☐ Development Hold Areas
- ☐ Agricultural Planned Land App
- ☐ Agricultural Land Applications
 - ☐ Agricultural
 - ☐ Grazing
- ☐ Agricultural Land Dispositions
 - ☐ Agricultural
 - ☐ Grazing
- ☐ Surveyed Land Parcels (<80k)
- ☐ Settlement Lands (Surveyed)
 - ☐ A: Surface and Subsurface Rights
 - ☐ B: Surface Rights
 - ☐ FS: Fee Simple
 - ☐ 4.1.1 Retained Reserve
- ☐ Settlement Lands (Unsurveyed)
 - ☐ A: Surface and Subsurface Rights
 - ☐ B: Surface Rights

Notes



1: 1,280

0.1 0.03 0 0.1 Kilometers

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.
Date Printed: 15-Oct-2019

Report to Council



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

☐ In Camera

SUBJECT:	W ½ Lot 10, Block LI, Ladue Estate: Request to Purchase	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: Request Letter Scenario Site Plans
DATE:	October 28, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Official Community Plan Zoning Bylaw Sale of Municipal Lands Policy		

RECOMMENDATION

It is respectfully recommended that Council:

1. Not forward a Land Sale Bylaw disposing of W ½ Lot 10, Block LI, Ladue Estate to first reading.
2. Forward a recommendation to Council providing subdivision authority for a boundary adjustment for Lots 8 and 9, Block LI, Ladue Estate as detailed in Scenario 2.1 of this report, subject to the following conditions:
 - 2.1. The proponent submits a subdivision application for a boundary adjustment and the appropriate fee.
 - 2.2. The proponent submits a Zoning Bylaw Amendment application and the appropriate fee for a site-specific zoning bylaw amendment as detailed in Option 1.1 of this report.
 - 2.3. The proponent submits access and parking details for both lots to the satisfaction of the CDO and the Public Works Superintendent.
 - 2.4. The applicant submits a Stormwater Management Plan to the satisfaction of the CDO and the Public Works Superintendent.
 - 2.5. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval, including a 1.52 metre interior side-yard setback.
 - 2.6. 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.
 - 2.7. The subdivision plan will not be approved by the City of Dawson until third and final reading of the Zoning Bylaw Amendment.

ISSUE

The owner of Lots 8 and 9, Block LI, Ladue Estate submitted a formal request via letter to the City of Dawson to purchase the portion of Lot 10, Block LI, Ladue Estate adjacent to the property currently under their ownership.

BACKGROUND SUMMARY

The main house on the subject property is situated on the property line as a ‘double lot’, which was not uncommon historically in Dawson. The historic shed located on Lot 9 is a non-designated historic structure (YHSI ID 116B/03/372A) and is known as ‘Bierlmeier Shed’. The estimated date of construction is 1930-1940, making this structure protected under our current heritage program.

According to the excerpt from the 1898 survey (shown below in Figure 1), Lot 10 has always been bisected by the current Mary McLeod Road. In 2000, the owner at the time made a similar request for similar reasons. The May 2000 letter requested to purchase the western portion of Lot 10, citing the fact that the segment of land is too small for its own development. However, administration cannot find a response to this letter, nor records confirming whether or not this request was discussed at Committee of the Whole or Council.



Figure 1. Excerpt from Survey #8388, June 22 1898



Figure 2. West ½ of Lot 10, Block LI, Ladue Estate

ANALYSIS / DISCUSSION

Three scenarios are provided for the consideration of Council (to be explained in full detail in the Scenario Options section of this report):

- 1) Boundary Adjustment Only
- 2) Full Sale of W ½ Lot 10 as proposed
- 3) Partial Sale of W ½ Lot 10 as proposed

Official Community Plan

The subject properties are designated UR: Urban Residential in the OCP. The sale of this property is compatible with s. 7.2(6) of the OCP, which states that Council should “encourage owners of vacant land and underutilized parcels, particularly in the historic townsite, to either develop or sell their land to facilitate the strengthening of the historic townsite”. Lot 9 is currently under-utilized due to the situation of Bierlmeier

Shed. Reconfiguration of these three parcels into two larger lots, could facilitate the development of a larger dwelling than what would be possible with only a boundary adjustment.

Zoning Bylaw

The subject properties are zoned R1: Single-Detached/Duplex Residential. Therefore, single detached dwellings are acceptable as both the existing and proposed uses for this site. Several issues were identified in the zoning assessment that will need to be resolved should Council approve this request to purchase.

First, the draft survey sketch shows the new property line drawn with an interior side-yard setback of 1.50 metres. While this is a small discrepancy, the minimum interior side-yard setback is 1.52 metres and as such the new property line should be adjusted accordingly. Second and related, moving the property line between Lots 8 and 9 to resolve the non-conforming nature of the house constitutes a boundary adjustment and is a different type of application from a request to purchase. As such, the proponent also needs to submit a subdivision application for a boundary adjustment in order to proceed.

Less substantially, it was identified that Bierlmeier Shed is situated on the rear property line of Lot 9, making it a legal non-conforming structure as per the current zone regulations. However, s. 5.1.1(I) allows Council to approve subdivisions so long as the subdivision does not increase the legally non-conforming nature of the use or structure. The shed's location on the rear property line does not impact and is not impacted by the proposal, therefore this clause applies. Height of the two structures was not assessed, though both are small one-story structures and are well within the height requirements of an R1 zone. Parking and access information was not provided by the proponent; therefore it is recommended that this be provided prior to final approval.

The final identified issue relates to s. 7.1.1 of the Zoning Bylaw, which reads: "unless otherwise specified in this bylaw, accessory buildings and structures are not permitted on any parcel unless the principal building to which the building or structure is accessory has already been erected or will be erected simultaneously.

This poses a challenge with respect to Bierlmeier Shed. Based on the fact that the house is situated across the property line and that Lots 8 and 9 have historically been sold together as one lot for the house, it seems relatively clear that the historic intent is that the two lots be treated as one. Further, it would be challenging to argue that Bierlmeier Shed is legal non-conforming as a standalone accessory structure, given that the house is partially situated on the same lot as the shed. However, the proposed boundary adjustment would result in Bierlmeier Shed to be situated definitively on its own lot, which would be a contravention of s. 7.1.1. Therefore, Council will need to decide how to proceed with respect to the zoning bylaw:

Option 1.1. Site-Specific Zoning Bylaw Amendment

Council could choose to proceed with requiring a site-specific zoning bylaw amendment that removes the requirement for s. 7.1.1 for this specific property only. This option acknowledges that the intent of s. 7.1.1 is to reduce the likelihood of properties being marginally developed and underutilized indefinitely by using a lot for a use that is ancillary to the primary purpose and intent of the zone (i.e. building a shed and using a residential lot for storage not ancillary to a dwelling). However, it creates flexibility in the sense that allowing this boundary adjustment to proceed acknowledges the historic situation of Bierlmeier Shed and creates an additional residential lot for development. This option is recommended by administration.

Option 1.2. No Amendment

Council could decide that an amendment is not desirable in this circumstance. This option would result in the whole proposal not going forward, which is not recommended as it removes the possibility of resolving the legal non-conforming issues. Additionally, this option may put the historic shed at risk, as the proponent may choose to pursue a demolition in order to proceed with their proposal.

Departmental Comments

Comments were received for this application from multiple departments, primarily citing safety concerns about the Mary McLeod junction. These safety concerns can be mitigated to an extent through the development permit process for any new construction. Namely, s. 7.9 of the general regulations states that “no landscaping, screening, building, or structure shall be planted or erected at a height greater than 0.91m (3ft) above the established grade... [for] 20ft in either direction from the corner of a parcel”. This requirement for a ‘sight triangle’ protects the corner from becoming more dangerous with time as development proceeds in the area. However, the three proposed scenarios explained below are intended to illustrate the impacts of various mitigations to the safety concerns expressed.

Sale of Municipal Lands Policy

Based on the comments received from department heads as above, administration is not comfortable recommending that the lot can be deemed surplus at this time, as per s. 4(c) of the Policy. However, deeming the lot surplus is a Council decision in consultation with departments, therefore a full set of options is still presented for Council’s consideration.

Assessing the disposition as a partial lot requires the part lot to be consolidated with the adjacent property. The applicant has met this criterion and the creation of the new lots was assessed above. The eastern half of Lot 10 is not to be sold or consolidated at this time, because based on the assessment above, if development were to proceed on the east side of the road, the eastern half of Lot 10 should actually be consolidated with Lots 11 and 12 in order to create the most efficient development scenario. Costs to the proponent associated with the proposal are considered in each individual scenario.

Scenario Options

Proceeding with one of the below scenarios assumes that Council is supportive of Option 1.1 above. This section does not apply if Council recommends Option 1.2 above.

2.1. Boundary Adjustment Only

Allowing the boundary adjustment to proceed but not the sale of W ½ Lot 10 is the most conservative approach available (with the exception of not proceeding at all). In this scenario, W ½ Lot 10 is retained by the City of Dawson. Both Lots A and B would meet the minimum size requirement, however Lot A is a fairly small lot, only approximately 5 metres squared above the minimum requirement. The buildable area is also above the threshold required for a dwelling that meets the minimum floorspace requirement. In this scenario, a modest dwelling could be constructed on Lot A. W ½ Lot 10 remains significantly underutilized as the minimum required non-developed sight triangle takes up only 12.92 metres squared of the 98.28 metres squared of W ½ Lot 10. It is also worth noting that the proponent indicated verbally to administration that the intent in requesting to purchase W ½ Lot 10 is to develop the lot with a larger dwelling than would be possible using the buildable area of Lot 9 alone. However, Council must weigh the option of a larger dwelling with the safety of both road users along with current and future owners of the subject property. The purchaser would not be required to pay for any additional land in this scenario.

2.2. Full Sale of W ½ Lot 10 as proposed

The full sale of W ½ Lot 10 as proposed creates two lots well above the minimum size requirement for the zone and doubles the buildable area available for a second dwelling. This increases the utilization of this land and as such the value of the lot, given that a much larger home could be built in this location under scenario 2.2. However, administration has heard concerns about safety regarding the Mary McLeod junction. As noted above, s. 7.9 of the Zoning Bylaw creates a requirement for a non-developable sight triangle on corner lots. Therefore, there will automatically be restrictions on where the proponent is able to build. This is

factored into the buildable area calculations and is shown on the site plans. However, this may not fully resolve safety concerns on what is perceived to be a very dangerous corner, particularly during harsh weather conditions. This is because while the sight triangle cannot be developed, it can still be legally occupied for private uses, potentially increasing the risk of traffic collisions if the owner of Lot A is using the sight triangle for a non-development use (i.e. garden beds, play area). In this scenario, the proponent would be required to pay a total of \$1057.88 +GST along with all survey and registration costs.

2.3. Partial Sale of W ½ Lot 10 as proposed



An option that would further resolve the potential safety issues created by increasing use at the Mary McLeod junction would be to retain the 12.92 m. sq. sight triangle to form part of the road, increasing the safety of the corner.

In Figure 3, it is shown that Mary McLeod Road does not have a wide buffer on the west side of the road, which exacerbates the safety issues associated with challenging road conditions and steep road grade. In this scenario, the original site triangle creates a road buffer for merging onto King Street. It also requires s. 7.9 to be applied to the new property line, creating a new 38.11 m. sq. sight triangle on the new edge of the private property. This option moderately increases property owner and road user safety but reduces the developable area of the lot.

Figure 3. Aerial imagery of the subject property

However, the developable area in this scenario is still larger than in Scenario 1. This option would reduce underutilized municipal land, increase the developable area of the proposed Lot A, and partially mitigate the safety concerns associated with Mary McLeod Road. The proponent would be required to pay a total of \$919.02 +GST along with all survey and registration costs.

Sustainable Community Development Imperatives

Economic

Proceeding with the options recommended by administration for this proposal is accompanied by economic benefit to the municipality. There would be longer term economic benefits associated with reducing the amount of vacant titled property owned by the municipality, as this impacts the Comprehensive Municipal Grant calculations. However, economic considerations must be balanced with the social imperative (in this case primarily safety). Allowing for additional buildable area would likely increase the tax revenue associated with this lot once it is developed due to the ability to construct a larger dwelling. However, the buildable area associated with the recommended option is still approximately double the minimum required floor area of a dwelling, and thus is still a developable lot.

Social

The recommended option is anticipated to have social benefits in the long term associated with creating conditions for a new development on the lot. Further, the recommended option balances this social need with the need for mitigating conditions to increase the safety of Mary McLeod Road. Finally, this option resolves a legal non-conforming setback and by providing flexibility to allow Bierlmeier Shed to remain in situ during development, reduces the risk that this historic resource is proposed for demolition. The recommended option may not be the first choice of the applicant, given their desire to build a larger dwelling

in this location, however the public interest must consider more than just the interest of one individual. In this case the risk of unsafe conditions is considered a higher priority than a larger dwelling in this location.

Environmental

This proposal is intended to facilitate the construction of a new single-detached dwelling. Construction of new dwellings has an inherent negative impact on the environment due to factors such as procurement and transportation of materials, increased impermeable surfaces, and heating and risk to permafrost, to name a few. However, these impacts are beyond the scope of the land sale. Mitigating measures for these environmental impacts would typically be proposed and enforced at the development permit and building permit stage. The City of Dawson could play a stronger role in mitigating the environmental impacts of development, however mechanisms for this action are out of the scope of this report.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		

September 11, 2019

Cory Bellmore
City of Dawson
Box 308
Dawson City, YT
Y0B1G0

RE: Lot 10, Block LI, Ladue Estate

Hello Cory,

I am requesting to purchase the west portion of Lot 10, Block LI, Ladue Estate.

I own the adjacent properties Lot 8 & 9, Block LI, Ladue Estate (1076 Seventh Avenue). My current house is non-conforming, and I would like to begin efforts towards rectifying this issue by formally splitting the two lots, with a further plan to build. The partial section of Lot 10 amalgamated with Lot 9 would allow for better build site options as there is also a listed historical small building on the lot to work around.



I can be reached at the address below, by email at chuckie_king@hotmail.com or by phone 867-332-5502.

Amanda King
Box 1216
Dawson City, YT

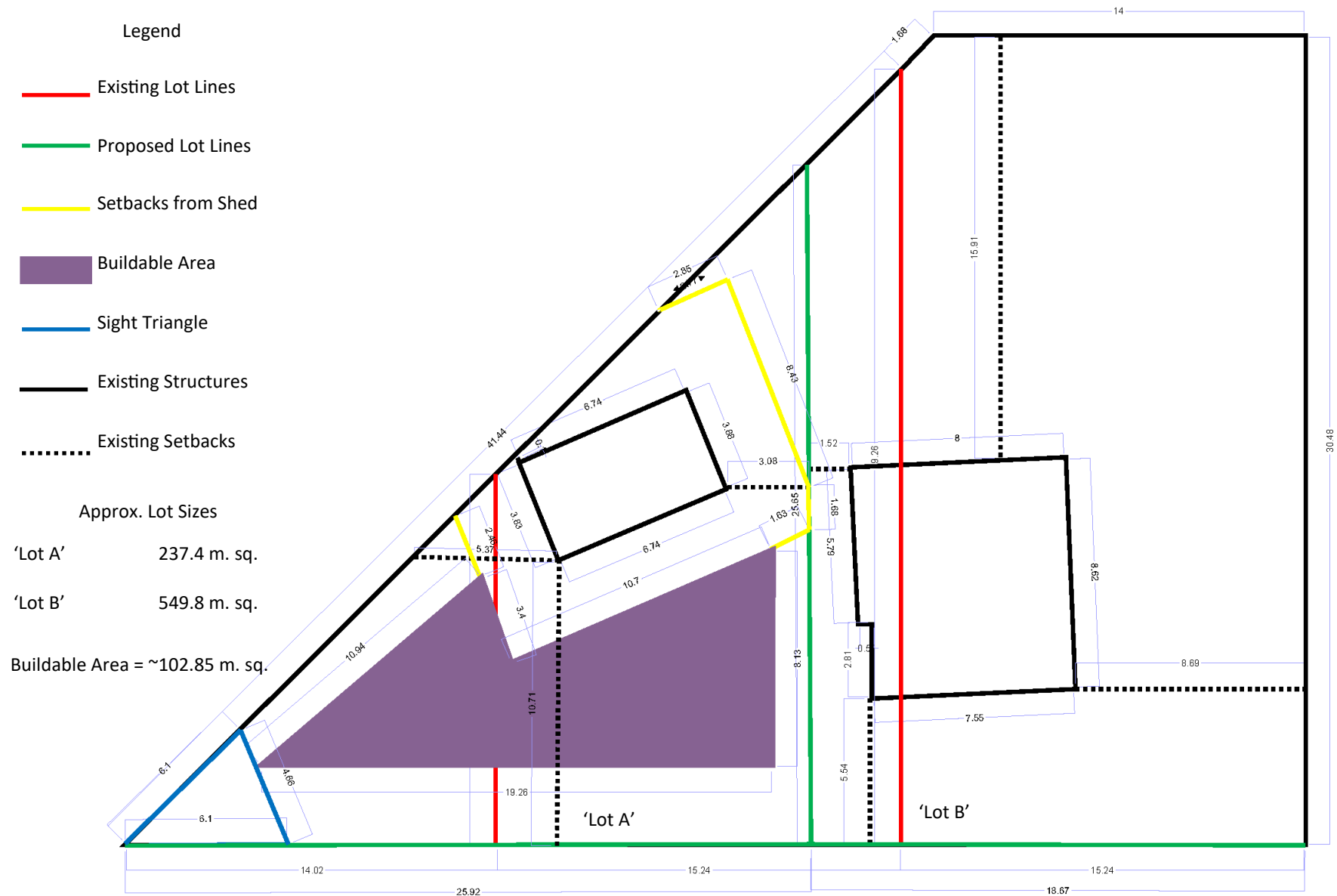
Scenario 1: Boundary Adjustment Only



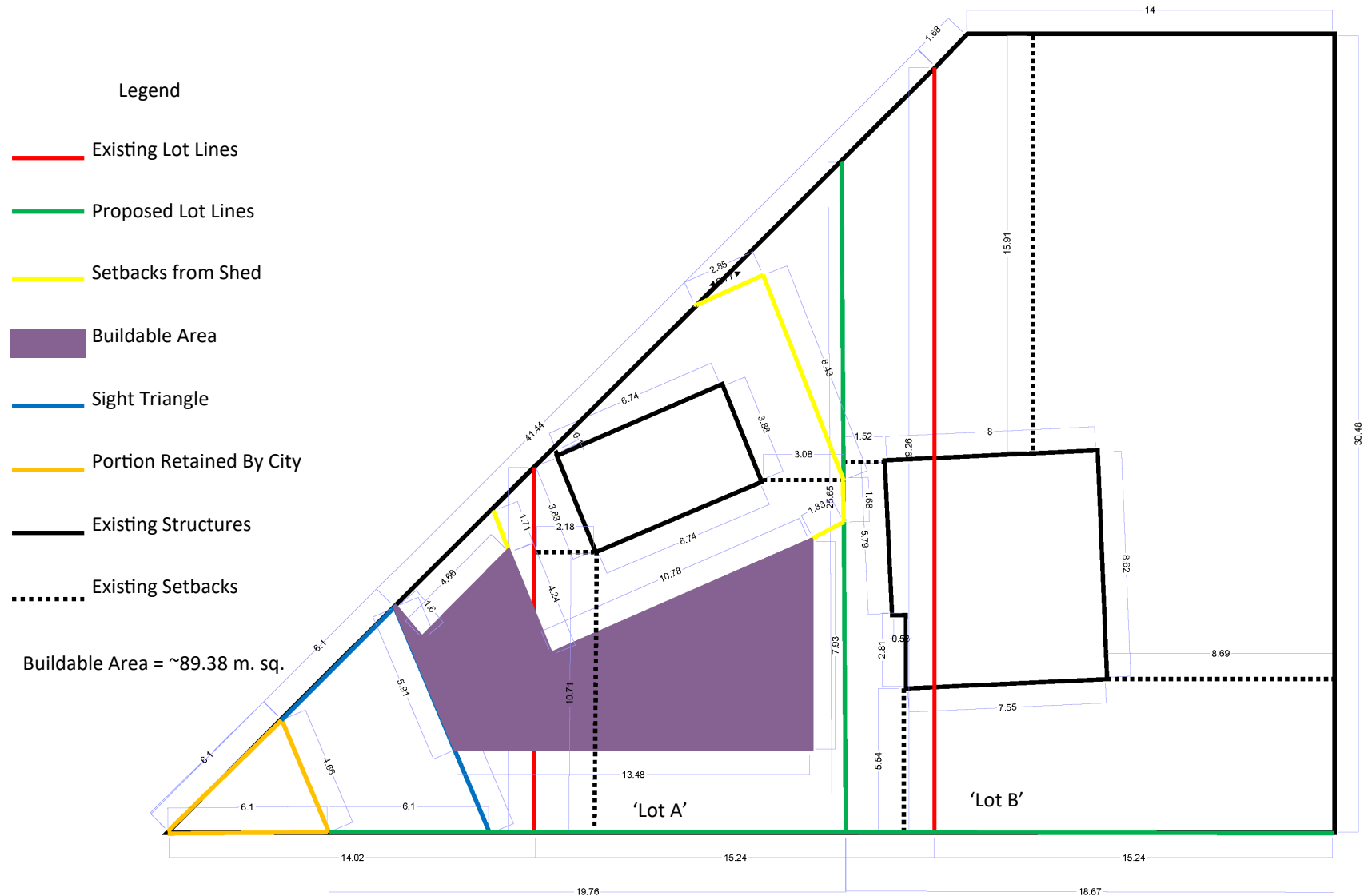
Drawn By: C. Huffman

Date: October 29, 2019

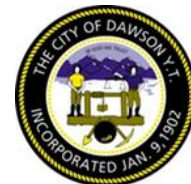
Scenario 2: Sale as Proposed by Proponent



Scenario 3: North Corner Retained By City



Report to Council



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

☐ In Camera

AGENDA ITEM:	Recreation Facility Pre-Planning Report	
PREPARED BY:	Marta Selassie, Recreation Manager	ATTACHMENTS: Dawson City Recreation Facility Pre-Planning Report
DATE:	November 15, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATION

THAT Council accept the Dawson City Recreation Facility Pre-Planning Report and direct administration to proceed with the next phase of planning a new recreation facility in Dawson.

ISSUE / PURPOSE


Present the final draft of the pre-planning report to council.

BACKGROUND SUMMARY

The City of Dawson engaged the services of Stantec Architecture Ltd. to facilitate pre-planning for a new recreation centre in Dawson. A draft report was presented to council on October 28, 2019 for review and comment. Attached is the final draft that includes the following as per council's direction:

- amended vision and principles
- site information for site B Wastewater Treatment site and revised map
- claims on the Dome Road site
- overall site location map
- inclusion of the two sites selected
- wording about the pool not currently included however both selected sites have room to accommodate a future pool

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	Nov 15, 2019	



Dawson City Recreation Facility
Pre-Planning Report

November 13, 2019

Prepared for:

City of Dawson

Prepared by:

Stantec Architecture Ltd.

Project No: 144902834



DAWSON CITY RECREATION FACILITY

Sign-off Sheet

This document entitled Dawson City Recreation Facility Pre-Planning Report was prepared by Stantec Architecture Ltd. ("Stantec") for the account of City of Dawson (the "Client"). Any reliance on this document by any third party is strictly prohibited. The material in it reflects Stantec's professional judgment in light of the scope, schedule and other limitations stated in the document and in the contract between Stantec and the Client. The opinions in the document are based on conditions and information existing at the time the document was published and do not take into account any subsequent changes. In preparing the document, Stantec did not verify information supplied to it by others. Any use which a third party makes of this document is the responsibility of such third party. Such third party agrees that Stantec shall not be responsible for costs or damages of any kind, if any, suffered by it or any other third party as a result of decisions made or actions taken based on this document.

Prepared by 
(signature)

Amanda Haeusler, RPP MCIP

Prepared by 
(signature)

Lesley Cabott, Senior Planner

Reviewed by 
(signature)

John Berg, Architect NWTAA



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DAWSON CITY RECREATION FACILITY

Section 1.0 Executive Summary

1.0 EXECUTIVE SUMMARY

In February 2019 Stantec submitted a proposal to the City of Dawson (COD) for a pre-planning report, the first phase of three, for a new Recreation Centre. Subsequently a contract was executed, and the planning work commenced in April 2019 with the goal of providing a review of City's vision and accompanying site options. The following report discusses these two clear goals and next steps on this exciting adventure that will lead to a successful new recreation centre for Dawsonites.

The City of Dawson's existing Art and Margaret Fry Recreation Centre has several on-going deficiencies and is due for replacement in the next few years, despite a number of studies to examine options to upgrade/ renovate it. Considering the facility does not serve the Dawson citizens in a most efficient way and to eliminate the frustrations with the on-going deficiencies the City of Dawson has taken the first step towards planning a new recreation facility.

Stantec met with the Committee of the Whole on June 12, 2019 to gain a better understanding of the City's needs, the vision for a new recreation centre, a brief history of the existing facility and preferred site options for a new recreation centre. Four potential sites were identified: the existing site, a location at the bottom of Dome Road, the Gold Rush Campground, and the wastewater treatment site. Stantec examined a fifth site at Minto Park. Each site was reviewed based on a variety of high-level planning considerations;

- Site context is displayed through the general descriptions and sizing on each site.
- Site access such as adjacent roads, parking options and walking distance from town are evaluated.
- Ownership and regulatory criteria have been noted through legal description, owner, land use and zoning by-laws.
- Existing utilities if known.
- The advantages and disadvantages of each site are compared in tables and text, based on our high-level review.

Note: *Geotechnical information or servicing capacities were not reviewed (which will need to be completed).*

Stantec met with the Committee of the Whole a second time on October 28th to review the draft report and review the five potential sites. Considering the above noted planning criteria Council selected the bottom of the Dome Road and the Gold Rush Campground for further study. Further study will include geotechnical investigation and site servicing options.

Funds have been identified in the bilateral Yukon and Canada Infrastructure funding program - Investing in Canada Plan (ICIP) to build the new recreation centre for the community.



DAWSON CITY RECREATION FACILITY

Section 2.0 Background

2.0 BACKGROUND

The City of Dawson would like to replace the existing Art and Margaret Fry Recreation Centre. The recreation centre consists of two rink structures; one for hockey and the other for two curling sheets, a concession stand with seating area, main floor office spaces (used for storage) and an unfinished second floor. The curling rink hosts one of the oldest clubs in Canada with a heated lounge and upstairs bar. The recreation centre is run seasonally, opening from mid-November to mid-March; special events i.e. the annual Gold Show are hosted in the arena post hockey season once the ice has melted. To Stantec's knowledge, the facility is approximately 20 years old and has experienced significant shifting and settling caused by ongoing permafrost melting.

Although the facility remains unfinished and does not perform to the expectations and promises made to the community when it was designed and constructed; it is a valued community gathering place for residents, particularly in the winter months.

To plan for its future replacement, the City engaged Stantec to prepare the following Pre-Planning Report. Contents of the report include results from a visioning workshop held June 12, 2019 with City of Dawson's Committee of the Whole (Council), including a vision for the new facility, guiding principles, a review of preferred facilities in other communities and an initial high-level examination of five potential sites. This report will serve as a base document for the City of Dawson to refer to and include as part of their future design considerations and infrastructure development plans.

Note: Although the focus of this exercise was to review the Art and Margaret Fry Recreation Centre, Council also discussed the City's other recreation facilities for possible future incorporation into the new building: the swimming pool and fitness centre.

The City of Dawson operates a seasonal indoor swimming pool, built in approximately 2001, and a fitness centre, both off site of the Art and Margaret Fry Recreation Centre. The pool is approximately 1 kilometre away and the fitness centre and Recreation Department offices approximately 0.5 kilometres from the recreation centre. The City of Dawson has invested significantly in the pool over the past 3-4 years: ensuring its continued operation will meet the needs of the community. A new pool would increase the construction costs of a new facility substantially and will limit the construction of other higher priority and desired elements such as a new arena, curling rink and multi – use flexible space/gymnasium. Both potential sites selected for further study (bottom of the Dome Road and the Goldrush Campground) can accommodate a future pool.



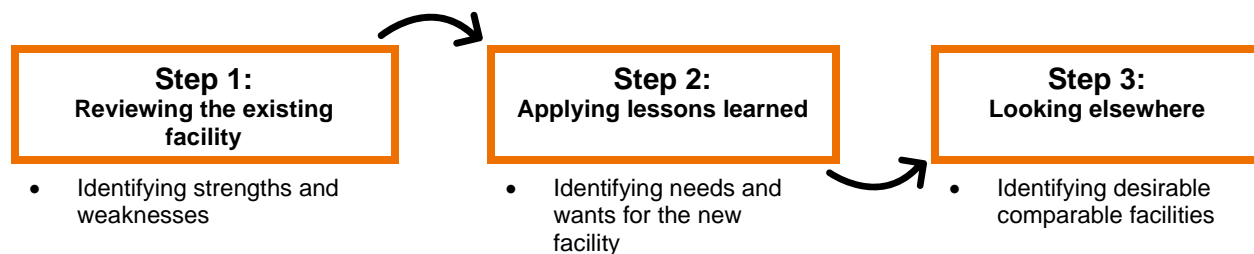
3.0 COUNCIL WORKSHOP SUMMARY

On June 12, 2019; City of Dawson Council met with Stantec representatives to do some visioning for the new recreation facility. During the visioning workshop, Council was asked *'what they like and don't like'* about the existing facility. They were also asked *'what recreation facilities they have visited that they really like, what are some projects you are most proud of and what are the non-negotiable elements/criteria that the new facility must include and how it must perform'*.

A summary of the results of the workshop are included below with the complete notes included in **Appendix A**.

PROCESS

The visioning process was broken into the following steps:



Step 1: Reviewing the existing facility

During this step, Council was asked to identify strengths and weaknesses of the existing Art and Margaret Fry Recreation Centre. The responses, included in **Table 1 Existing facility strengths and weaknesses**, can be organized into three main categories which will guide the planning, design, and development of the new facility; and inform the vision.

Design

- Structurally sound
- Designed to have natural light

Sustainability

- Affordable to build and run (include as many elements as we can afford)
- Designed to be sustainable, energy efficient and a green building standard

Use

- Accessible and reflective of the needs of many different users
- Designed with multi-purpose and flexible spaces



DAWSON CITY RECREATION FACILITY

Section 3.0 Council Workshop Summary

Table 1 Existing facility strengths and weaknesses

STRENGTHS	WEAKNESSES
General	Aesthetic
<ul style="list-style-type: none"> Affordable for users Affordable for the town 80 to 95% subsidized Open / accessible / community gathering space in winter People like it Well-used Well-staffed <ul style="list-style-type: none"> Good staff 	<ul style="list-style-type: none"> Designed without historical architectural controls (ex: windowless, single streetscape) Ugly <ul style="list-style-type: none"> "Frankenstein" Ugly aesthetics Ugly lighting Ceiling panels Uncomfortable <ul style="list-style-type: none"> All the spaces are narrow spaces (hallways) No natural light Looks very cold Cold <ul style="list-style-type: none"> Dark, damp building – feels like a basement Cold in the summer (ex: uncomfortable for the Gold Show)
Location	
<ul style="list-style-type: none"> Usually enough parking (street parking) Shared parking area (ex: Gerties parking area gets used) 	
Design	
<ul style="list-style-type: none"> Zamboni room is very well used 	<ul style="list-style-type: none"> Not an accessible design Does not have a reception area / welcoming desk Inefficient <ul style="list-style-type: none"> Improperly sized rooms (ex: bathroom is very large) Not all rooms are used as originally intended (ex: "first aid room" is used for storage) Electrical systems cannot be isolated 3 buildings without consolidated systems Not structurally sound <ul style="list-style-type: none"> Sinking Foundation Big cracks in the drywall Poor site design <ul style="list-style-type: none"> Water doesn't drain No local knowledge (ex: creek bed underneath)

DAWSON CITY RECREATION FACILITY

Section 3.0 Council Workshop Summary

STRENGTHS	WEAKNESSES
Recreation Amenities	
Art & Margaret Fry Recreation Centre <ul style="list-style-type: none"> • Skating rink <ul style="list-style-type: none"> – Function: ice surface qualities are good – Enough viewing for hockey – minus the posts • Curling rink <ul style="list-style-type: none"> – Warm viewing area on the curling side – Curling rink – not all wonky like arena side – lesson 	Art & Margaret Fry Recreation Centre <ul style="list-style-type: none"> • Not a recreation centre – just a curling rink/ arena • Skating rink <ul style="list-style-type: none"> – Hockey boards are not level – Obstructed views of the hockey rink • Changing rooms <ul style="list-style-type: none"> – Not accessible, showers are not accessible – Change rooms right to the arena – hallways • Programming space <ul style="list-style-type: none"> – Recreation department does not have its own space (Ex: programming office or storage)
Community Amenities	
<ul style="list-style-type: none"> • Kitchen and restaurant (winter) • Rentable kitchen • Flexible social space – curling rink • Meeting space (ex: the Gold Show in summer) • Showering facilities are well used by those living off the grid 	<ul style="list-style-type: none"> • Not a center that people can come together • No comfortable common space

DAWSON CITY RECREATION FACILITY

Section 3.0 Council Workshop Summary

Step 2: Applying lessons learned

To ensure the best results for the new recreation centre, Council shared their lessons learned from the building and operations of the current facility; to identify what is needed and preferred for the new facility.

Table 2 Lessons learned: needs and wants

NEEDS AND WANTS	
General	Location
<ul style="list-style-type: none">• Socially acceptable<ul style="list-style-type: none">– Project clarity– Completed project inside and out– Minimum 50-100 years• Socially accessible<ul style="list-style-type: none">– Welcoming to all age groups– Affordable for users• Economically accessible – no “Taj Mahal”<ul style="list-style-type: none">– Supportive funding models	<ul style="list-style-type: none">• Easily accessible by the community• Enough parking<ul style="list-style-type: none">– Bike parking
	Operation
	<ul style="list-style-type: none">• Simple<ul style="list-style-type: none">– Should not require a lot of training to operate• Affordable
General Design	Interior Design
<ul style="list-style-type: none">• Proper drainage• Durable, structurally sound• Singular, stand-alone building<ul style="list-style-type: none">– All elements/ buildings connected internally– Modular opportunities are non-negotiable• Design guided by LEED certification, but no need to apply<ul style="list-style-type: none">– Proven technologies– Solar panels• Building orientation allows for passive solar gains• Energy efficiency<ul style="list-style-type: none">– Proper heating controls (needs to be warm)	<ul style="list-style-type: none">• Universal accessibility• Flexible design<ul style="list-style-type: none">– Flexible programming of spaces• Efficient, properly-sized rooms<ul style="list-style-type: none">– Minimizing unusable space– Building and programming synergies• Natural light• “Warm” feeling• “Open” feeling• Multi – use, flexible space

DAWSON CITY RECREATION FACILITY

Section 3.0 Council Workshop Summary

NEEDS AND WANTS	
Recreation Amenities	Community Amenities
<ul style="list-style-type: none"> • Hockey rink <ul style="list-style-type: none"> – Unobstructed views • Curling rink <ul style="list-style-type: none"> – Two sheets – Dressing rooms – Convenient locations for the rink change rooms – All-gender dressing rooms • Ample storage rooms • Multi-use, flexible space, gym • Swimming pool <ul style="list-style-type: none"> – Sun exposure in the pool • Steam room • Sauna • Fitness centre <ul style="list-style-type: none"> – Weights in the fitness room – Walking/ running track • Indoor playground • Climbing wall • Billiards / pool 	<ul style="list-style-type: none"> • Comfortable common spaces <ul style="list-style-type: none"> – WIFI • Community gathering spaces <ul style="list-style-type: none"> – Rentable kitchen – Multi-use spaces (birthday parties, meeting spaces) • Multi-use, flexible space, gym • Library, if financially possible <ul style="list-style-type: none"> – Recognize that there is a potential loss of community / public library • Seniors space • Laundry facilities • Food service • Recreation board • Club and information night • Leasable space (ex: tenant space for physio)

DAWSON CITY RECREATION FACILITY

Section 3.0 Council Workshop Summary

Step 3: Looking elsewhere

During this step Council was asked to identify recreation centres they have visited in other communities they like. Council named the communities/ facilities during the workshop and Stantec did some research afterward to produce the descriptions of the centres identified below. It is understood that some of these centers greatly range in scale from what would be feasible for Dawson.

Centennial Centre

Haines Junction

Total building size: 3,200 m²
(0.8 ac)

- Community hall
- Curling rink (2-sheets)
- Swimming pool -closed

Not attached:

- Seasonal hockey rink
- with mezzanine

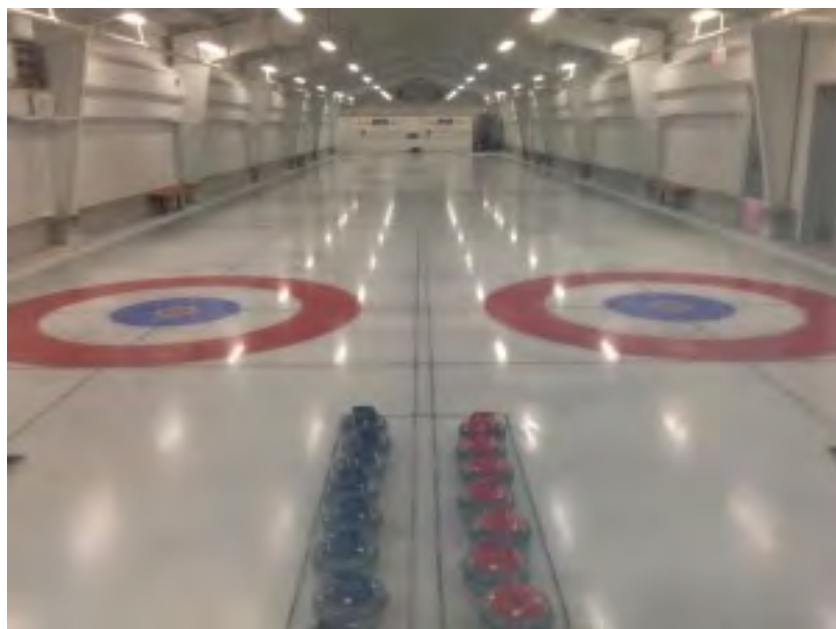


Mayo Community Hall

Mayo

Total building size: 3,650 m²
(0.9 ac)

- Gymnasium
- Curling rink (2-sheets)
- Meeting rooms
- Kitchen, bar
- Billiard table
-
- Not attached:
- Multisport outdoor court and skatepark
- Outdoor pool



DAWSON CITY RECREATION FACILITY

Section 3.0 Council Workshop Summary

Morgan Chaddock Recreation Centre Watson Lake

Total building size: 8,900 m²
(2.2 ac)

- Skating rink
- Curling rink (3 sheets)
- Bowling (3 lanes)
- Squash courts (2)
- Weight room
- Swimming pool
- Youth centre
- Community hall
- Meeting rooms
- Toddler room
- Public showers



Canada Games Centre Whitehorse

Total building size: 19,000 m²
(4.7 ac)

- Aquatic centre
- Fitness centre
- Hockey rinks
- Leisure skating rink
- Artificial turf field
- Hardwood floor courts (basketball, volleyball, badminton)
- Walking track
- Childcare centre
- Playground
- Meeting spaces
- Café
- Physiotherapy services
- Literacy centre



DAWSON CITY RECREATION FACILITY

Section 3.0 Council Workshop Summary

Hillcrest Centre

Vancouver

Total building size: 12,140 m²
(3.0 ac)

- Aquatic centre
- Fitness centre
- Hockey rink
- Gymnasium
- Indoor cycling
- Multi-purpose rooms
- Games room
- Dance studio
- Playgrounds
- Childcare centre
- Café



Parkland Recreation Complex

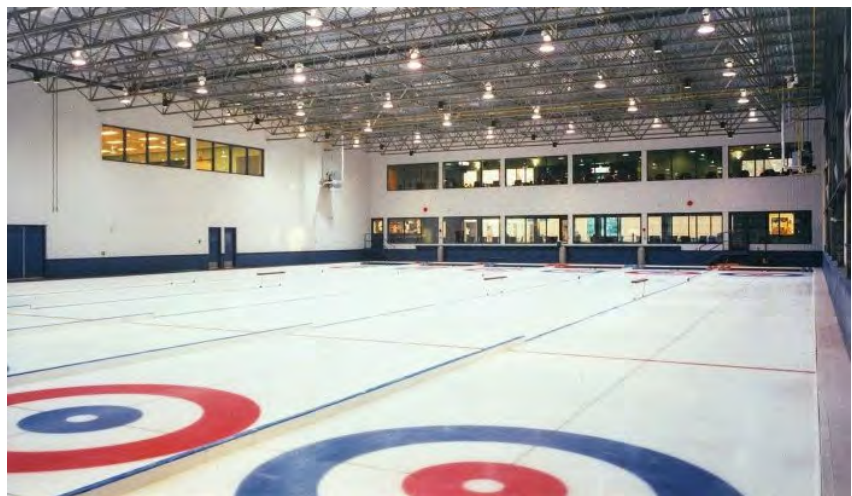
Dauphin, Manitoba

Total building size: 5,260 m²
(1.3 ac)

- Curling rink (6 sheets)
- Aquatic centre with indoor wave pool
- Playground
- Walking track
- 40-person meeting room
- On-site food and beverage services

Not attached:

- Hockey rink (5,665 m², 1.4 ac)
- Movie theatre (1,620 m², 0.4 ac)



DAWSON CITY RECREATION FACILITY

Section 3.0 Council Workshop Summary

Wellness centers

Germany or Scandinavia

- Swimming pools
- Saunas
- Fitness rooms
- Spa atmosphere



4.0 VISION AND GUIDING PRINCIPLES

The following section reflects the information gathered during the June 12th Council workshop.

VISION

The City of Dawson will build a highly usable public space that is socially responsible and financially sustainable. The future Dawson Recreation Centre will be a safe, accessible, community hub which meets the recreation needs of as many residents as possible.

GUIDING PRINCIPLES

Guiding principles are intended to build an understanding of shared values. A good set of principles are complete and include all matters required to consider and evaluate concepts, designs, proposals, etc. Principles should be concise, meaning they are not ambiguous, and be able to stand alone. They should speak to everyone and be understandable by all citizens, stakeholders, designers, and decision makers.

The following guiding principles will focus Council and on what matters most in terms of designing and building a new recreation centre for Dawson. It will be important to get consensus on the principles as they can build common ground early in the design process and clarify expectations.

1. The City of Dawson's Recreation Centre will be designed for all citizens.
2. The City of Dawson's Recreation Centre will be a community gathering place.
3. We will learn from our past successes and mistakes.
4. Local knowledge will be asked for and considered.
5. The Recreation Centre will be resilient, adaptable, affordable, and sustainable.
6. Recommendations from design professionals and contractors will reflect best practice according to current industry standards and aspire to improve on them to Dawson's benefit.
7. The Recreation Centre will use green building design and be energy efficient.
8. The Recreation Centre will be aesthetically pleasing inside and outside.
9. Engagement with our citizens will be open, fair, transparent, inclusive, and comprehensive. We will engage with citizens and report back on how the information they have shared with us is being used; and we will work with our citizens to confirm programming and select a potential location.
10. We will replace what we have and build as much as we can, with the resources we have.



5.0 POTENTIAL SITE REVIEW

OVERVIEW

The following is a desktop review of the locations proposed for the future recreation facility. Each site was examined based on a variety of high-level planning considerations; however, **it must be noted that geotechnical information or servicing capacities were not reviewed.**

Important Considerations

1. Size

Size is a primary requirement when considering a future site for a recreation facility. As the actual size of the future recreation facility has not yet been determined, three different sizes were considered:

- the existing Art & Margaret Fry Recreation Centre size (4,451 m², 1.1 ac);
- the existing Art & Margaret Fry Recreation Centre with room for future expansion, this would accommodate the potential co-location or inclusion of a swimming pool (6,070 m², 1.5 ac); and
- the size of a hypothetical multiplex (10,100 m², 2.5 ac), which has been loosely based on the Morgan Chaddock Recreation Centre in Watson Lake.

Each of these facilities were considered for their building size only and did not include any on-site parking facilities. The requirements for parking will be as per the zoning regulations. As shown in the table below, six of the potential sites are large enough to accommodate the reconstruction of the Art & Margaret Fry Recreation Centre; however, not all sites are sized appropriately to accommodate larger buildings.

Table 3 Potential sites by size

		Facility Size		
		Art & Margaret Fry Recreation Centre	Art & Margaret Fry Recreation Centre with Expansion	Hypothetical Multiplex
Potential Site Locations	Size	4,270 m ² (1.1 ac)	5,890 m ² (1.5 ac)	10,100 m ² (2.5 ac)
Site A Minto Park	12,120 m ² (3.0 ac)	✓	✓	✓
Site B Wastewater Treatment Plant	6,320 m ² (1.6 ac)	✓	✓	✗

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

<i>Potential Site Locations Continued</i>		Facility Size		
		Art & Margaret Fry Recreation Centre	Art & Margaret Fry Recreation Centre with Expansion	Hypothetical Multiplex
		4,270 m ² (1.1 ac)	5,890 m ² (1.5 ac)	10,100 m ² (2.5 ac)
Site B-1 Wastewater Treatment Plant - with additional lands	7,220 m ² (1.8 ac)	✓	✓	✗
Site C Goldrush Campground	10,240 m ² (2.5 ac)	✓	✓	✓
Site D Bottom of Dome Road	37,730 m ² (9.3 ac)	✓	✓	✓
Site E Existing Location	4,510 m ² (1.1 ac)	✓	✗	✗
Site E-1 Existing Location - with additional lands	5,460 m ² (1.3 ac)	✓	✗	✗



Potential Sites

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

2. Location

As identified through the Council workshop, accessibility of the facility to the community is very important. It is well understood that there is a desire to centrally-locate public uses in the Townsite, preferably in the areas identified for Institutional or Downtown Core uses in the Official Community Plan. As shown in the table below, several potential sites fit these criteria.

Table 4 Potential sites by location

Potential Site Locations	OCP Land Use	Distance from Townsite center
Site A Minto Park	INT Institutional	500 m (6 min walk)
Site B Wastewater Treatment Plant	INT Institutional	500 m (6 min walk)
Site B-1 Wastewater Treatment Plant - with additional lands	INT Institutional	500 m (6 min walk)
Site C Goldrush Campground	UR Urban Residential	350 m (5 min walk)
Site D Bottom of Dome Road	INT Institutional	1.8 km (23 min walk)
Site E Existing Location	DC Downtown Core	140 m (2 min walk)
Site E-1 Existing Location - with additional lands	DC Downtown Core	140 m (2 min walk)

Preferred Locations

Based on all information reviewed, as summarized above and described in more detail below, the following sites are considered the most preferred for the creation of a new recreation facility.

Table 5 Preferred site locations by facility size

Facility Size		Preferred Site Location	
Art & Margaret Fry Recreation Centre	4,270 m ² (1.1 ac)	Site A Minto Park	12,120 m ² (3.0 ac)
Art & Margaret Fry Recreation Centre with Expansion	5,890 m ² (1.5 ac)	Site A Minto Park	12,120 m ² (3.0 ac)
Hypothetical Multiplex	10,100 m ² (2.5 ac)	Site A Minto Park	12,120 m ² (3.0 ac)

INDIVIDUAL SITE EXAMINATION

The following pages provide a summary comparison (line by line) of all potential site options considered with matrices that review:

- Site 'fit', based on approximate gross floor area

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

- Current zoning information
- Parking availability
- Any associated disruption of existing services, if applicable

This comparison and analysis of the site options will give the City a 'snapshot' of our high-level analysis and give opportunity to further discuss and analyze what the advantages and disadvantages are. It is recommended that the City use this information to further examine possibilities and how they specifically meet, or not meet, the requirements and needs of the citizens of Dawson for their proposed new recreation centre.

Another critical factor to consider is the importance of the climatic environment on the proposed site, i.e.: Is the sun path taken into account? Will the predominant winds have an impact? Are there any concerns about snow drifting? How can daylight be maximized into the facility? Is solar gain controlled in an effective manner? etc.

There are opportunities here, to analyze the site influences and be aware of traffic patterns, pedestrian access and views. Taking all these criteria into account will assist in designing an optimum solution and building orientation.

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

SITE A MINTO PARK



Overview

Site A is a portion of Minto Park, located in the Government Reserve area on Fifth Avenue. Site A is currently developed as a baseball diamond with concession, tennis court, and is used for a variety of community events; most notably the Dawson City Music Festival. The entirety of Minto Park is designated as a municipal historic site to preserve social, historic, and aesthetic values; this includes the baseball diamond, playground, tennis courts, and swimming pool.

From a planning point-of-view, this site is considered an excellent location for the development of a new recreation facility. It is centrally located in the heart of Dawson's existing recreational spaces and is accessible to community members. This location would also allow for connectivity and shared amenities with the swimming pool, and future co-location with other recreational amenities or expansions.

It is understood that this location would accommodate connectivity between the future recreation facility to the biomass plant which is considered beneficial from a municipal operations and maintenance perspective.

Site A is associated with the provision of multiple recreational services for the community; construction of the future recreation facility would negatively impact residents by displacing the baseball field and reducing the area available to the music festival; as such, the sites must be carefully considered.

Should Site A be chosen, the following implications must be addressed:

- A Historical Resources Permit must be completed to describe how the area is proposed for development and how the historical resources protected through Bylaw #13-07 may be altered.

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

- An alternate location for the baseball diamond should be identified for short and long-term relocation. Suitable locations should be guided by the Official Community Plan and may consider Site D Bottom of Dome Road.
- An alternative location for hosting the Dawson City Music Festival may be required to ensure it is adequately accommodated.

Details



Land Ownership	City of Dawson
-----------------------	----------------

Site Location	
Legal Description	General Description
Block 3 Parcel L Government Reserve	Townsite Government Reserve – Baseball Diamond

		Facility Size		
		Art & Margaret Fry Recreation Centre	Art & Margaret Fry Recreation Centre with Expansion	Hypothetical Multiplex
Potential Site Location		4,270 m ² (1.1 ac)	5,890 m ² (1.5 ac)	10,100 m ² (2.5 ac)
Site A Minto Park	12,120 m ² (3.0 ac)	✓	✓	✓

Existing Planning	
Official Community Plan Land Use	INT Institutional
Zoning Bylaw Land Use	P2 Institutional

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

Walking Distance from Townsite Center	Approximately 1.8km (23min walk)
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Parking		
On-Site	On-Street	Nearby Off-Site
Available	Available	Not available

Disruption of existing services	
Temporary	N/A
Permanent	<ul style="list-style-type: none">• Baseball diamond (relocation required)• Public event hosting in the park (reduced size)

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

SITE B WASTEWATER TREATMENT PLANT



Overview

Site B is currently developed as the wastewater treatment plant, located in the Government Reserve area on Fifth Avenue. Site B-1 represents the wastewater treatment plant site, with additional lands located to the north into Parcel U-6. The understanding is that while the wastewater treatment plant may be demolished in the future, anticipated in 2026, it may continue being used even after demolition; as such, the site may not be available to accommodate a new recreation facility.

From a planning point-of-view, this site is in an excellent location for the development of a new recreation facility of similar to size to that of the existing, and would be easily accessible by community members; however, due to its relatively small size, it would not easily accommodate on-site parking.

It is understood that this location would accommodate connectivity between the future recreation facility to the biomass plant which is considered beneficial from a municipal operations and maintenance perspective.

As this location is not associated with the provision of any other services for the community, construction of the future recreation facility would not negatively impact residents by disrupting or displacing services.

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

Details



Land Ownership	City of Dawson
-----------------------	----------------

Site Location	
Legal Description	General Description
Block 1 Government Reserve	Townsite Government Reserve fronting Fifth Ave - across from the Locomotive Shelter

Potential Site Location		Facility Size		
		Art & Margaret Fry Recreation Centre	Art & Margaret Fry Recreation Centre with Expansion	Hypothetical Multiplex
		4,270 m ² (1.1 ac)	5,890 m ² (1.5 ac)	10,100 m ² (2.5 ac)
Site B Wastewater Treatment Plant	6,320 m ² (1.6 ac)	✓	✓	✗
Site B-1 Wastewater Treatment Plant - with additional lands	7,220 m ² (1.8 ac)	✓	✓	✗

Existing Planning	
Official Community Plan Land Use	INT Institutional
Zoning Bylaw Land Use	P2 Institutional
Walking Distance from Townsite Center	Approximately 1.8km (23min walk)

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

Parking		
On-Site	On-Street	Nearby Off-Site
Available	Not available	Not available

Disruption of existing services	
Temporary	N/A
Permanent	N/A

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

SITE C GOLDRUSH CAMPGROUND



Overview

Site C is currently owned by the City and developed as the Goldrush Campground, a very popular campground due to its convenient and central location in Dawson. Due to its size, Site C would be well-suited to accommodate a new recreation facility and associated on-site parking. Located in the Townsite, Site C would be considered easily accessible by pedestrians in the community.

The Official Community Plan currently identifies Site C as Urban Residential and as further described in the Zoning Bylaw, is zoned as R1 Single-detached/ duplex residential to accommodate a variety of low-density residential uses, a use that is in high demand in the community.

It is recognized that development of Site C for a new recreation facility will displace the existing campground and the future single-detached/ duplex residential use identified for the site. Both uses are very important to Dawson and should not go unreplaced; as such, development of Site C for a recreation facility must be carefully considered.

Should this location be chosen, the following implications must be addressed:

- An alternate location for the campground should be identified for short-term development. Suitable locations should be guided by the Official Community Plan and may consider Site D Bottom of Dome Road.
- An alternative location for future R1 Single-detached/ duplex residential should be identified in the Zoning Bylaw's Schedule C. Suitable locations should be guided by the Official Community Plan and may consider Site E Existing Location of Art and Margaret Fry Recreation Centre.
- The Official Community Plan's Schedule C map must be amended to identify Site C for as DC Downtown Core or INT Institutional.

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

- The Zoning Bylaw's Schedule C must be amended to identify Site C as P2 Institutional.

Details



Land Ownership	City of Dawson
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Site Location	
Legal Description	General Description
Ladue Estate Block Q Lot 1-20	Townsite Entire block between: Duke / York St and Fourth / Fifth Ave

Potential Site Location		Facility Size		
		Art & Margaret Fry Recreation Centre	Art & Margaret Fry Recreation Centre with Expansion	Hypothetical Multiplex
		4,270 m ² (1.1 ac)	5,890 m ² (1.5 ac)	10,100 m ² (2.5 ac)
Site C	Goldrush Campground 10,240 m ² (2.5 ac)	✓	✓	✓

Existing Planning	
Official Community Plan Land Use	UR Urban Residential
Zoning Bylaw Land Use	R1 Single-detached/duplex residential
Walking Distance from Townsite Center	Approximately 350m (5 min walk)

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

Parking		
On-Site	On-Street	Nearby Off-Site
Available	Available	Not available

Disruption of existing services	
Temporary	N/A
Permanent	<ul style="list-style-type: none">• Goldrush campground (relocation required)• Future residential uses

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

SITE D BOTTOM OF DOME ROAD



Overview

Site D is currently undeveloped land located across Dome Road from the baseball diamond, generally characterized by its frontage along the Klondike Highway and presence of dredge tailings. This site is owned by the Government of Yukon.

Due to its size, Site D would be well-suited to accommodate a new recreation facility and associated on-site parking; however, located outside of the Townsite, Site D would not be considered easily accessible by pedestrians in the community. Although not easily accessible by Townsite pedestrians, this location could build on the existing recreation facilities (baseball diamond and soccer field) by providing a shared parking area, washroom facilities, food services, etc; creating a multi-sport hub for the community that is easily accessible from the highway.

The Official Community Plan and Zoning Bylaw currently identify Site D for Institutional uses; as such, no amendments would be required. Although no amendments to the OCP and ZBL would be required, a site plan and future studies would be required to determine the suitability of the area for construction of this building; this information may include geotechnical suitability, a traffic impact assessment considering the location's proximity to the Klondike Highway, and servicing capacity of the nearby existing connections.

As this location is not associated with the provision of any other services for the community, construction of the future recreation facility would not negatively impact residents by disrupting or displacing services.

As shown in the image below, this location is heavily impacted by both placer and quartz mining claims.

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

Details



Mining claims impacting Site D.



 Placer claims  Quartz claims

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

Land Ownership	Government of Yukon
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Site Location	
Legal Description	General Description
Lot 1059 Quad 1168/03	Valley South side of bottom of Dome Road - across from the baseball diamond

		Facility Size		
		Art & Margaret Fry Recreation Centre	Art & Margaret Fry Recreation Centre with Expansion	Hypothetical Multiplex
Potential Site Location		4,270 m ² (1.1 ac)	5,890 m ² (1.5 ac)	10,100 m ² (2.5 ac)
Site D	Bottom of Dome Road 37,730 m ² (9.3 ac)	✓	✓	✓

Existing Planning	
Official Community Plan Land Use	INT Institutional
Zoning Bylaw Land Use	P2 Institutional
Walking Distance from Townsite Center	Approximately 1.8km (23min walk)

Parking		
On-Site	On-Street	Nearby Off-Site
Available	Not available	Not available

Disruption of existing services	
Temporary	N/A
Permanent	N/A

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

SITE E EXISTING LOCATION



Overview

Site E is currently owned by the City and developed as the Art & Margaret Fry Recreation Centre abutting Diamond Tooth Gerties Gambling Hall to the south. Site E-1 represents the existing Art & Margaret Fry Recreation Centre, with additional lands to the north into Lots 7 and 14.

The Official Community Plan currently identifies Site E as Downtown Core, the heart of Dawson City. As further described in the Zoning Bylaw, Site E is zoned as Core Commercial to accommodate a variety of commercial, recreational, and multi-unit residential uses.

Although there are significant known permafrost concerns with this location, from strictly a planning perspective, Site E would be well-suited to accommodate a new recreation facility of similar size. Located in the Townsite, this location would be considered easily accessible by pedestrians in the community. While on-site parking would be limited, the vacant five lots across Fourth Avenue from the facility could be developed for off-site parking.

As this location is associated with the provision of hockey and curling recreational services for the community, construction of the future recreation facility would negatively impact residents by disrupting these recreational services. Should this site be chosen, the existing facility would need to be demolished with construction of the new facility taking approximately two (2) years following demolition. The construction timeline associated with this site would thereby leave residents without hockey and curling surfaces for over two years. As these amenities are considered very important recreational amenities for the community, this site is not considered a suitable option to accommodate a new facility.

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

Details



Land Ownership	City of Dawson
-----------------------	----------------

Site Location	
Legal Description	General Description
Ladue Estate Block S Lots 3-6, 15-19	Townsite North of Diamond Tooth Gerties – between Fourth / Fifth Ave

Potential Site Locations			Facility Size		
			Art & Margaret Fry Recreation Centre	Art & Margaret Fry Recreation Centre with Expansion	Hypothetical Multiplex
			4,270 m ² (1.1 ac)	5,890 m ² (1.5 ac)	10,100 m ² (2.5 ac)
Site E	Existing Location	4,510 m ² (1.1 ac)	✓	✗	✗
Site E-1	Existing Location - with additional lands	5,460 m ² (1.3 ac)	✓	✗	✗

Existing Planning	
Official Community Plan Land Use	DC Downtown Core
Zoning Bylaw Land Use	C1 Core Commercial
Walking Distance from Townsite Center	Approximately 140m (2 min walk)

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

Parking		
On-Site	On-Street	Nearby Off-Site
Limited	Available	2,400 m ² (0.59 ac) 5 lots located south across Fourth Ave

Disruption of existing services	
Temporary	<ul style="list-style-type: none">• Hockey rink (2+ years)• Curling surface (2+ years)
Permanent	N/A

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

COMPARISON OF ALL POTENTIAL SITES

	Site A	Site B	Site B-1	Site C	Site D	Site E	Site E-1
	Minto Park	Wastewater Treatment Plant	with additional lands	Goldrush Campground	Bottom of Dome Road	Existing Location	with additional lands
Size	14,160 m ²	6,320 m ²	7,220 m ²	10,240 m ²	37,730 m ²	4,510 m ²	5,460 m ²
	(3.5 ac)	(1.6 ac)	(1.8 ac)	(2.5 ac)	(9.3 ac)	(1.1 ac)	(1.3 ac)
GENERAL INFORMATION							
Location	Townsite	Townsite		Townsite	Valley	Townsite	
Legal Description	Block 3 Government Reserve	Block 1 Government Reserve	Parcel U6	Ladue Estate Block Q Lot 1-20	Lot 1059 Quad 1168/03	Ladue Estate Block S Lot 3-6, 15-19	Ladue Estate Block S Lot 7 & 14
General Description	Government Reserve - Baseball Diamond	Government Reserve fronting Fifth Ave - across from the Locomotive Shelter		Entire block between: Duke / York St Fourth / Fifth Ave	South side of bottom of Dome Road – across from the baseball diamond	North of Diamond Tooth Gerties - between Fourth / Fifth Ave	
Land Ownership	City of Dawson	City of Dawson		City of Dawson	Yukon Government	City of Dawson	

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

	Site A	Site B	Site B-1	Site C	Site D	Site E	Site E-1
	Minto Park	Wastewater Treatment Plant	with additional lands	Goldrush Campground	Bottom of Dome Road	Existing Location	with additional lands
CAPABILITY TO ACCOMMODATE RECREATION FACILITIES							
Art & Margaret Fry Recreation Centre	✓	✓	✓	✓	✓	✓	✓
Art & Margaret Fry Recreation Centre with Expansion	✓	✓	✓	✓	✓	✗	✗
Hypothetical Multiplex	✓	✗	✗	✓	✓	✗	✗
EXISTING PLANNING							
Official Community Plan Land Use	INT Institutional	INT Institutional		UR Urban Residential	INT Institutional	DC Downtown Core	
Zoning Bylaw Land Use	P2 Institutional	P2 Institutional		R1 Single-detached/ duplex residential	P2 Institutional	C1 Core Commercial	
Walking Distance from Townsite Center	Approx. 500m (6 min walk)	Approx. 500m (6 min walk)		Approx. 350m (5 min walk)	Approx. 1.8km (23min walk)	Approx. 140m (2 min walk)	

DAWSON CITY RECREATION FACILITY

Section 5.0 Potential Site Review

	Site A	Site B	Site B-1	Site C	Site D	Site E	Site E-1
	Minto Park	Wastewater Treatment Plant	with additional lands	Goldrush Campground	Bottom of Dome Road	Existing Location	with additional lands
CAPABILITY TO ACCOMMODATE PARKING							
On-Site	Available	Not available		Available	Available	Not available	
On-Street	Available	Available		Available	Not available	Available	
Nearby Off-Site	N/A	Not available		N/A	N/A	2,400 m ² (0.59 ac) 5 lots located south across Fourth Ave	
DISRUPTION OF EXISTING SERVICES							
Temporary						Hockey rink: 2+ years Curling rink: 2+ years	
Permanent	Baseball diamond Event hosting			Goldrush Campground Future residential uses			

6.0 NEXT STEPS

The following list is a summary of recommended steps to deliver this proposed new recreation centre project in a successful process that meets the City of Dawson's vision.

Table 6 Summary of next steps

#	Responsibility Owner's tasks	Description of Tasks Tasks recommended to be undertaken by City of Dawson	Target Completion	Priority
1	Project Management Team	Retain a project management team with the experience to conduct a functional programming study, site feasibility study and to lead workshops with project stakeholders as required.	TBD	High
2	Consider an Integrated Design Process	Consider adopting the integrated design process as a strategy to encourage multi-disciplinary collaboration, including key stakeholders and design professionals, from Concept on to Completion. This process would begin with a functional programming stage.	TBD	High
3	Confirm Project Details	Confirm the project scope, list of essential and accessory rooms (no sizes yet), budget and schedule for the next phase of the project.		High
4	Develop a Cost Management Framework	Break down budget into base building costs, site development, equipment, furniture, permitting, contingencies, design fees etc. Define a strategy for managing costs by considering the steps discussed elsewhere.		Medium
5	Engage Industry Partners and Key Stakeholders	Arrange a series of workshops with selected technical people in the recreation field to determine any unique facility requirements. Engage all key stakeholders and continue to involve them throughout the development of the project.		Medium
6	Confirm Project's Sustainability Goals	Review the available Green Building rating standards and rating systems available to determine what (if any) standards City of Dawson would like to pursue (beyond building code).		Low
7	Choose a Project Delivery Method	We would recommend that City of Dawson arrange a dedicated workshop involving procurement department representatives to choose a project specific delivery strategy appropriate to this large-scale project.		Low
8	Consult Local Authorities	Arrange preliminary meetings with the Planning Department, Fire Department and City of Dawson to notify them of the project, confirm regulatory assumptions and discuss any project specific requirements (for example parking, setbacks, lot coverage)		Medium

DAWSON CITY RECREATION FACILITY

#	Responsibility Owner's tasks	Description of Tasks Tasks recommended to be undertaken by City of Dawson	Target Completion	Priority
9	Obtain Site Specific Information	Undertake a topographical site survey, a preliminary (desktop) geotechnical report and obtain the necessary environmental permits for the preferred site. This information will be required for the Site Feasibility assessment.		High
10	Prepare a Functional Program	Conduct a functional programming process to define in detail the programmatic needs, technical engineering requirements and cost analysis for the facility.		High
11	Summarize work to-date	Formalize all findings in a report for review.		Low

Next steps, targeted completion date and project priorities identified in the above table assume completion of Functional Program in the near future, i.e. year 2020.

7.0 APPENDIX A

MEETING NOTES OF JUNE 12, 2019 COUNCIL WORKSHOP

Dawson City Recreation Facility Pre-Planning Report

Dawson Rec Center / 144902834

Date/Time:	Meeting Date / 7:00 PM
Place:	Council Chambers
Attendees:	Council: Bill Kendrick, Molly Shore, Wayne Potoroka, Stephen Johnson. Marta Selassie (SP) Rec Director, Cory Bellmore CAO Stantec: Lesley Cabott, John Berg
Absentees:	Natasha Ayoub
Distribution:	See above.

Item: Discussion

The Mayor called the meeting to order.

Stantec led the discussion. The Power Point presentation that was used to focus the discussion is attached to these meeting notes.

Q: What do you like about the rec center?

A:

- Location
- Open / accessible / community space in winter
- Functional – good ice, quality of surfaces is good
- Change rooms are good
- Well-staffed – good staff
- Affordable for users and town
- 80 to 95% subsidized, this is good.
- Flexible social space – curling rink
- Rentable kitchen
- Location – arena provides meeting space (ex: Gold show in summer)
- Warm viewing area on the curling side
- Curling rink – not all wonky like arena side – lesson
- Usually enough parking (lots on street)
- Enough viewing for hockey – minus the posts
- Kitchen and restaurant (winter)
- Well-liked and well-used space. People like it.
- Shared parking area (ex: Gerties parking area gets used)

Item: Discussion

Possible Future Sites: (items to consider size, synergies)

- Dawson – owns the city, owns the land
- Bottom of Dome Rd
- Gold Rush Campground
- Current
- Wastewater treatment plant
 - Education reserve
 - Second school
 - Library
- Old courthouse

Q: What do you NOT like about the current Rec center?

A:

- Not a recreation center, just curling rink / arena
- Missing:
 - 2nd floor to be useable space
 - Gymnasium inside
 - Fitness room
 - Radio station
- Underperformed – it was not what community expected
- Chopping of capital costs and facilities
- “Frankenstein”
- Inefficient
- Ugly lighting - dark
- Layout (ex: sun orientation / exposure)
- Not accessible design
- Designed without HAC (ex: windowless, single streetscape)
- Improperly sized (ex: bathroom is very large)
- Two different projects did not speak to each other
- Sinking
- Big cracks in the drywall
- Water doesn’t drain
- No local knowledge (ex: creek bed underneath)
- Need to talk to the rec center maintenance people
- Foundation
- Not a center that people can come together

Item: Discussion

- Design – power requirements
 - Electrical – can't isolate systems
- Pool is not attached
- Running 3 building is not efficient – not consolidated
- Leasing the upstairs
- Wasting taxpayer's money
- Ugly aesthetics
- No natural light
- Narrow spaces – hallways
- Cold – viewing
- No comfortable common space
- Ceiling panels
- Lighting
- Inefficient
- Cold, dark, damp building (like a basement)
- Cold in summer – uncomfortable for Gold Show
- Rooms are not well utilized (ex: Zamboni, first aide, etc.)
- Lack of storage
- Not accessible, showers not accessible
- No running track
- Viewing of the hockey
- Change rooms right to the arena – hallways. It's okay.
- Changerooms – bathroom / restrooms included.
- The architects, engineers, and contractors got away with a crappy building
- Lack of understanding that went on
- Incompetence of the professionals
- Rec department does not have own space in facility. (programming, storage)
- Hockey boards are not level
- Public perception
- Trust – community did not get what they wanted
- Northern boondoggle
- Plan and deliver good infrastructure projects in Dawson
- Mistakes upon mistakes

Item: Discussion

Q: Rec centers that you REALLY like?

A:

- Haines Junction
- Watson Lake
- Whitehorse -big scale, elements sitting orientation
- Mayo
- Rental space (ex: tenant space for physio)
- Hillcrest Centre – Vancouver
- Dauphin, Manitoba
- Wellness center – Germany, Scandinavian

Q: What are some principles/vision elements?

A:

- Structurally sound
- Energy efficient
- Natural light
- Solar panels
- LEED – but no need to apply
- Socially acceptable
- Minimum 50-100 years
- Durable
- Win – simple building that is affordable –includes as many elements as possible that we can afford.

Q: What could be some “Wins” for this building?

A:

- Simple to operate
- We can afford it
- Sustainable
- Think about the future
 - Hockey rink
 - Two sleet curling rinks
 - Community space
 - Multi-use space

Item: Discussion

- Library – if \$
- Social accessible
- Economic accessible – no “Taj Mahal”

Q: What are the Guiding Principles / Vision Elements

A:

- Learn from ‘lessons learned’
- Don’t want to be surprised by the dollars in the end
- Stand alone
- Strategic vision (ex: sustainable multi-use spaces)
- Flexibility
- Orientation / passive
 - siting
- Community gathering space
- Completed project inside and out
- Bike parking
- Operationally affordable
 - Proven technologies
 - Funded
 - Does not require a lot of training to operate
 - Synergies/integrated with other aspects of the community (e.g. library)
- Project clarity – deliverables
- See Committee Night consultation results
- Recreation board
- Club + info night
- External factors
 - The school – less space
- Potential loss of community / public library
- Rink:
 - All gender rooms
 - Dressing room
 - Curling rink
- Complex – with multiuser spaces

Item: Discussion

Q: Desired Schedule - Plan?

A:

- Site – Timeline Construction 2020
- Funding opportunities + constraint
 - Funding models
 - Partners
 - TH
 - Corporations (ex: mining companies)
 - Leverage
- Consideration of use of existing facility during construction – don't want to lose the use of it
- Disposing of existing lots / buildings
- Lessons learned from past
- Talk to maintenance people / staff

Q: What types of programs/activities?

A:

- Running / walking track
- Senior space
- We have the worst gym
- Indoor playground (needs to stay put)
- Flexible design
- All age groups accessible
- 0 to 5 years
- Community hub
- Safe
- Wi-Fi
- Weight room in building
- Rooms for gatherings (ex: birthday party room)
- Billiards / pool Sauna, warm water, cold bath
- Shower facilities well used by those being off grid
- Reception area / welcoming desk
- Nowhere to do laundry in town

Item: Discussion

Additional Comments/ Notes

- Other items/questions
 - Site evaluation - drillers?
 - Education reserve - Waste Water Treatment Site -
 - Recreation Centre staff meeting?
 - Need to Look at Dauphin Manitoba and Hillcrest Community Centre
 - Need to speak with libraries branch at YG
 - Synergies - site, parking, youth, library, TH
 - Conference Gold Show space
 - Disposition of existing buildings and land
 - Case for consolidation
 - Demographic and statistical information needed
- Meeting with maintenance team
- Good statistical information
- Post-demographics

Projects that have gone well in Dawson (lessons learned)

- KDO – apartments
- Paving of Front Street
- Water treatment facility
- Piped – water + sewer

Stantec to provide list of rooms but not sizes, list of similar Rec Center project costs, and Class D estimate (?).

The meeting adjourned at 9:00 PM

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Stantec Architecture Ltd.

Lesley Cabott RPP MCIP
Senior Planner
Lesley.cabott@stantec.com

8.0 APPENDIX B

DRAFT LIST OF ROOMS



Information compiled from Carmacks Arena and Rankin Inlet Arena

Project No.: 144902834

Project: Proposed New Dawson City Recreation Facility

Client: City of Dawson

	Categories	Room Name	Required (Yes / No)	Comments
1	Rec Centre	Entrance Vestibule		
2	Rec Centre	Entrance Lobby		
3	Rec Centre	Reception area/welcome desk		
4	Rec Centre	Staff Lounge		
5	Rec Centre	Recreation Director Office		
6	Rec Centre	Staff Office		
7	Rec Centre	Office Storage		
8	Rec Centre	Janitor's Room		
9	Arena	Storage		
10	Arena	Skate Shop		
11	Arena	Hockey Rink Public Washrooms		
12	Arena	4 Hockey Change Rooms + 1 Referee's Room (showers and washroom included)		
13	Arena	Hockey Rink (c/w players benches, penalty boxes and timekeeper box)		
14	Arena	Bleachers/ seating for approximately 500 people (current seating capacity -200)		
15	Arena	Spectator Viewing - warm space		
16	Arena	Ice Plant		
17	Arena	Ice Re-surfacer (Zamboni) Room		
18	Arena	Maintenance/ Repair Room		
19	Rec Centre	LAN closet /room		
20	Rec Centre	Concession Kitchen		
21	Rec Centre	Concession Lounge		
22	Rec Centre	Concession Storage		
23	Curling	Curling Rink		
24	Curling	Curling Lounge		
25	Curling	Curling Rink Public Washrooms		
26	Curling	Spectator Viewing - warm space		
27	Rec Centre	Multi-Purpose / Flex Room		
28	Rec Centre	Multi-Purpose / Flex Room Storage		
29	Rec Centre	Indoor Running/Walking Track (could be integrated amongst other rooms)		
30	Rec Centre	Dedicated Fitness / Weight Room		
31	Rec Centre	2 Change Rooms with shower facilities (Visitor)		
32	Rec Centre	Indoor Playground		
33	Rec Centre	Fast Food Retail Space (s) + Storage Room		
34	Rec Centre	Elevator and Machine Room (if a 2 storey building)		
35	Rec Centre	Future Offices		
36	Required	Generator Room		
37	Required	Mechanical Room		
38	Required	Electrical Room		
39	Required	HVAC Room		

4. Spatial Requirements

4.1 Detailed Program Requirements

The consultant is to ensure that the information contained in this section is reviewed and utilized extensively when designing the building. The building must not exceed the given Ground Floor Area (GFA) and foot print shown in Table 4.1.1.

4.1.1 Program Table

The following table captures the arena program into three distinct functions, 1- the main entrance public warm viewing spaces, 2- the ice rink spaces with change rooms and bleachers and 3- the mechanical functions of the building. The program area for each space is summed into a **Net Program Area** with 7% **Gross-Up** and a total **Gross Floor Area**.

MAIN ENTRANCE OFFICE - WARM VIEWING AREA				
#	Function	Rooms	Area	Description - Specifics
A1.0	Entrance Vestibule	1	10	Main entry to the facility - Also served by ticketing window
A2.0	Entrance lobby		39	Warm space – access to the rink and warm viewing
A3.0	Warm Viewing Area	1	106	100 people - warm viewing on ice rink.
A4.0	Skate Room	1	7	Sharpening and equipment rental
A4.1	Storage	1	9	Storage for administrative supplies
A5.0	Rec Director's Office	1	13	Closed office - Visual to vestibule, warm space and rink
A5.1	LAN closet	1	3	Accessed from the director's office
A6.0	Staff Office	1	13	Closed office - Visual to outside, warm space and rink
A7.0	Staff lunch room	1	12	Closed room - Visual to the outside
A8.0	Food Concession	1	18	Food preparation – Service counter
A8.1	Food Concession storage	1	8	Food storage
A9.0	Janitor closet	1	9	Closed space
A10.0	Men's washroom	1	26	Public usage
A11.0	Women's washroom	1	44	Public usage
Net Program Area			317	
Structural/envelope/wall Gross-Up			22	7% of net program space
Gross Floor Area (GFA)			339	Net Program + Structural/envelope/wall Gross-Up

ICE RINK – BLEACHERS - CHANGE ROOMS				
#	Function	Rooms	Area	Description -Specifics
A12.0	Ice rink		1517	NHL Ice/turf rink 60.96m x 25.9m,
			57	2x18 Players box - 2x7 Penalty box, 1x7 time-keeper box
A12.1	Public concourse		180	Access to bleachers and change rooms
A12.2	Players concourse		50	Access to boxes - Limited to referees – coaches - staff
			30	Storage space
A13.0	Bleachers		365	Seating capacity - 940 people
A14.0	Radio room	1	9	Access by bleachers – viewing windows on rink
A14.1	Radio room - office	1	8	Access from the radio room
A15.0	Players Change rooms	4	226	4x57 change rooms – 25 players/room- washroom- shower
A15.1	Washroom / showers			
A16.0	Referee change room	1	17	Closed room – 5 people - washroom - shower
A16.1	Washroom / showers			
Net program area			2466	
Structural/envelope/wall Gross-Up			173	7% of net program area
Gross Floor Area (GFA)			2639	Net Program + Structural/envelope/wall Gross-Up

MECHANICAL- ELECTRICAL -SERVICE SPACES				
A17.0	Zamboni Garage	1	37	Zamboni - snow collecting pit - 2 double overhead doors
A17.1	Maintenance shop	1	11	Small shop – General maintenance
A17.2	Electrical room	1	7	Main power entrance
A18.0	Mechanical room	1	21	Boiler / air handling room - under bleacher
A19.0	Ice Plant	1	30	Seasonal ice making
A20.0	Air handling room	1	18	Air handling room for offices / public warm spaces
Net program area			124	
Structural/envelope/wall Gross-Up			9	7% of net program area
Gross Floor Area (GFA)			133	Net Program + Structural/envelope/wall Gross-Up

PROGRAM AREAS

Taken from Stantec Carmacks Arena Pre-Design Planning Document

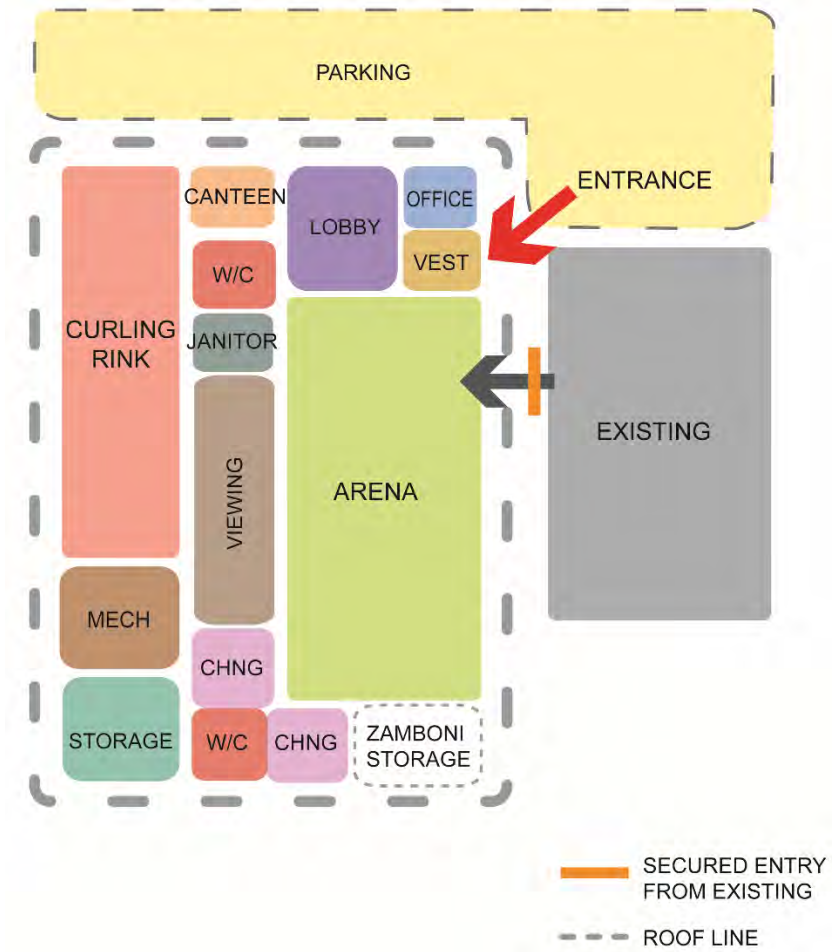
Table 1. Program Area Comparison

Program Spaces	Areas (sq. m) based on existing Arena	Areas (sq. m) Proposed for new Arena	Kimmirut Arena Comparison Areas (sq. m)
Washrooms <ul style="list-style-type: none"> Women's Men's 	<ul style="list-style-type: none"> Women's 18.5 Men's 17.3 	Washrooms Determined by overall occupancy (~40)	<ul style="list-style-type: none"> Women's 17.5 Men's 11.7
Change Rooms <ul style="list-style-type: none"> Women's Men's 	<ul style="list-style-type: none"> Women's 33.7 Men's 33.5 	2 new change rooms including 1 W/R each= 100m2	2 change rooms @55m2, includes 1 W/R, 1 shower*
Janitor Room	6	10	3.2
Vending machines	-	8	-
Concession/ Bar	-	30	20.8
Canteen (shelled space)	38	38	-
Office (multipurpose)	11	12	12.9
Lobby	57	50	62
Vestibule	7.5	7.5	7.6
Storage	35	50	18.3
Curling rink (2 sheets)	610	610	507**
Walking track	-	TBD	-
Arena	1230	1230	1797
Viewing Area	70	100	170**
Circulation (25% of total)	554	581	681
Shelled in space for artificial ice-making	-		-
Mechanical room	48	40	32
Zamboni Room	-	TBD	10.9
Total	2769.5	2906.5	3404.5

*Indicates areas taken from Canada Games Centre

**Indicates areas taken from Dawson Arena

Option A.



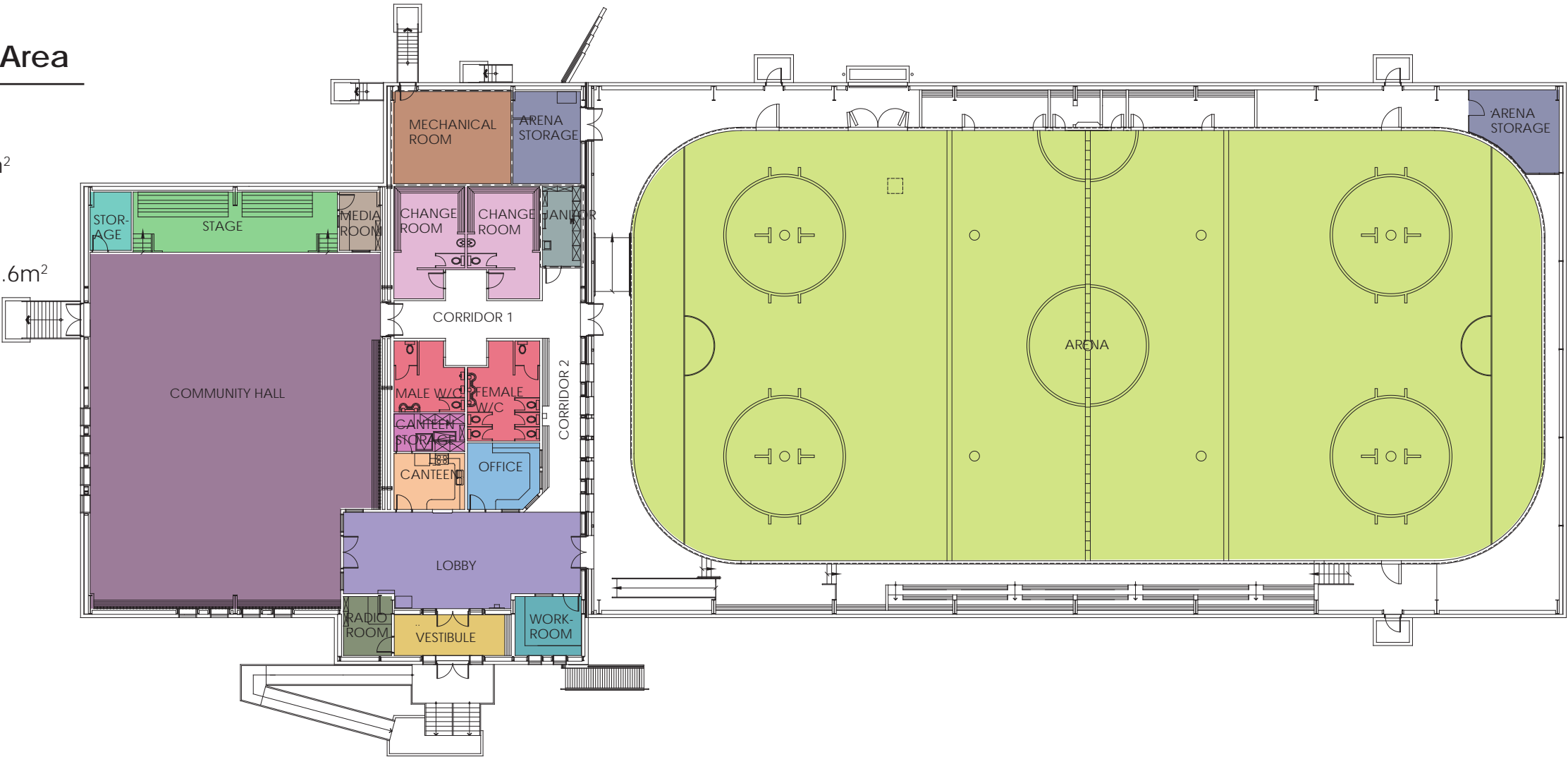
9.0 APPENDIX C

ARENA AREA COMPARISONS

Pond Inlet Arena

Program Rooms	Program Area
ARENA	1847m ²
ARENA STORAGE	22m ² /23m ²
CHANGE ROOMS	55.3m ²
WASHROOMS M/F	16.4m ² /24.6m ²
JANITOR	11.1m ²
CANTEEN	14.6m ²
CANTEEN STORAGE	9.8m ²
OFFICE	17.2m ²
LOBBY	77.6m ²
WORK ROOM	14.4m ²
VESTIBULE	17.6m ²
RADIO ROOM	9.6m ²
COMMUNITY HALL	366.3m ²
STORAGE	8.6m ²
STAGE	45.4m ²
MEDIA ROOM	8.7m ²
MECHANICAL ROOM	39.6m ²
*TOTAL AREA	2628.8m ²

* does not include circulation



Design Pros

- ✓ bleacher view of arena maximizes sight lines
- ✓ direct connection to the community hall
- ✓ shared facilities such as washroom and entrance
- ✓ Shared mechanical space

Design Cons

- ✗ shared change rooms
- ✗ large distance between the change rooms and the ice surface

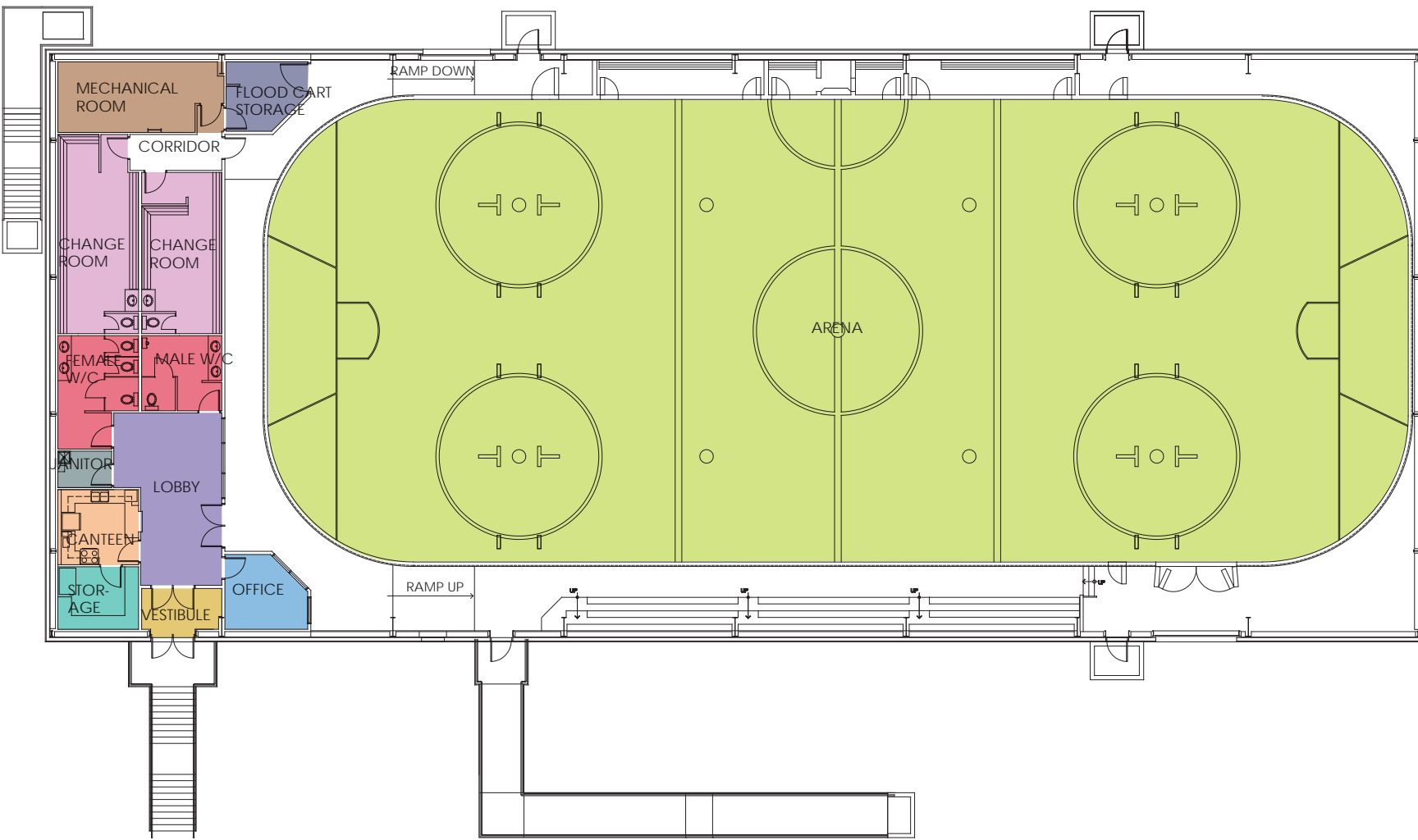


Resolute Bay Arena



Program Rooms	Program Area
ARENA	1328m ²
FLOOD CART STORAGE	10m ²
CHANGE ROOMS	57.5m ²
WASHROOMS M/F	16.1m ² /11.9m ²
JANITOR	3.9m ²
CANTEEN	12m ²
OFFICE	10.9m ²
LOBBY	31.8m ²
VESTIBULE	6.4m ²
STORAGE	10m ²
MECHANICAL ROOM	21.4m ²
*TOTAL AREA	1519.9m

* does not include circulation



"It has a concrete floor and a thermal siphon technology so that the ice will stay frozen longer, providing a longer playing season,". "As well, with the concrete floor, the building can be used in the summer months for soccer, lacrosse and community cultural events."

Thermal siphon compressors were installed outside the arena to pull cold air in.

Design Pros











- ✓ bleacher view of arena maximizes sight lines
- ✓ access to change rooms and w/c is direct
- ✓ canteen in central location near entrance

Design Cons

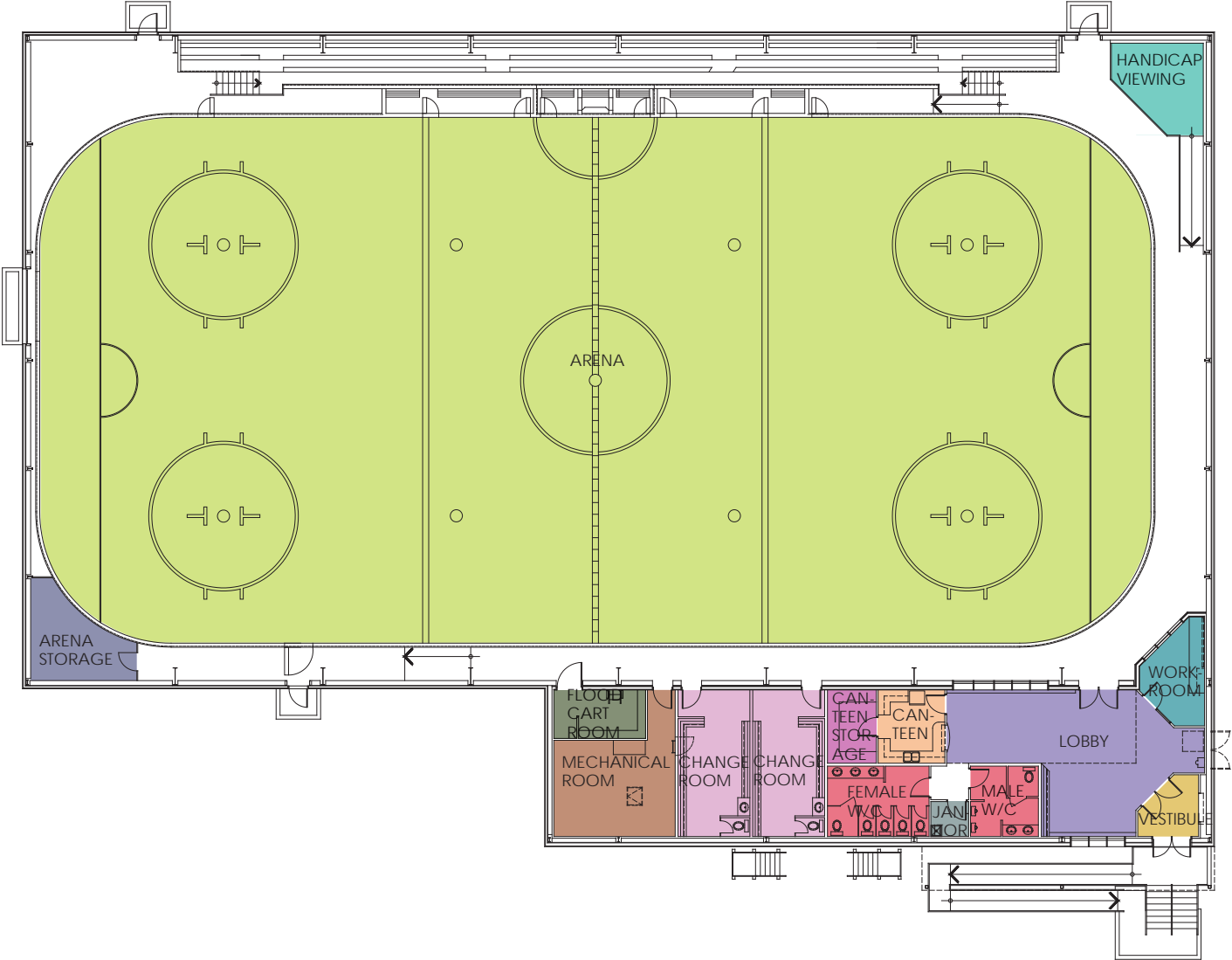
- ✗ lack of storage space for community
- ✗ ramp into arena only, not front entrance



Kimmirut Arena

Program Rooms	Program Area
 ARENA	1797m ²
 ARENA STORAGE	18.3m ²
 CHANGE ROOMS	52.6m ²
 WASHROOMS M/F	11.7m ² /17.5m ²
 JANITOR	3.2m ²
 CANTEEN	12m ²
 CANTEEN STORAGE	8.8m ²
 LOBBY	62m ²
 WORK ROOM	12.9m ²
 VESTIBULE	7.6m ²
 FLOOD CART ROOM	10.9m ²
 MECHANICAL ROOM	32m ²
 HANDICAP VIEWING	16.7m ²
*TOTAL AREA	2063.2m ²

* does not include circulation



Design Pros

- ✓ bleacher view of arena maximizes sight lines
- ✓ direct connection from lobby to canteen
- ✓ entrance to arena is accessible

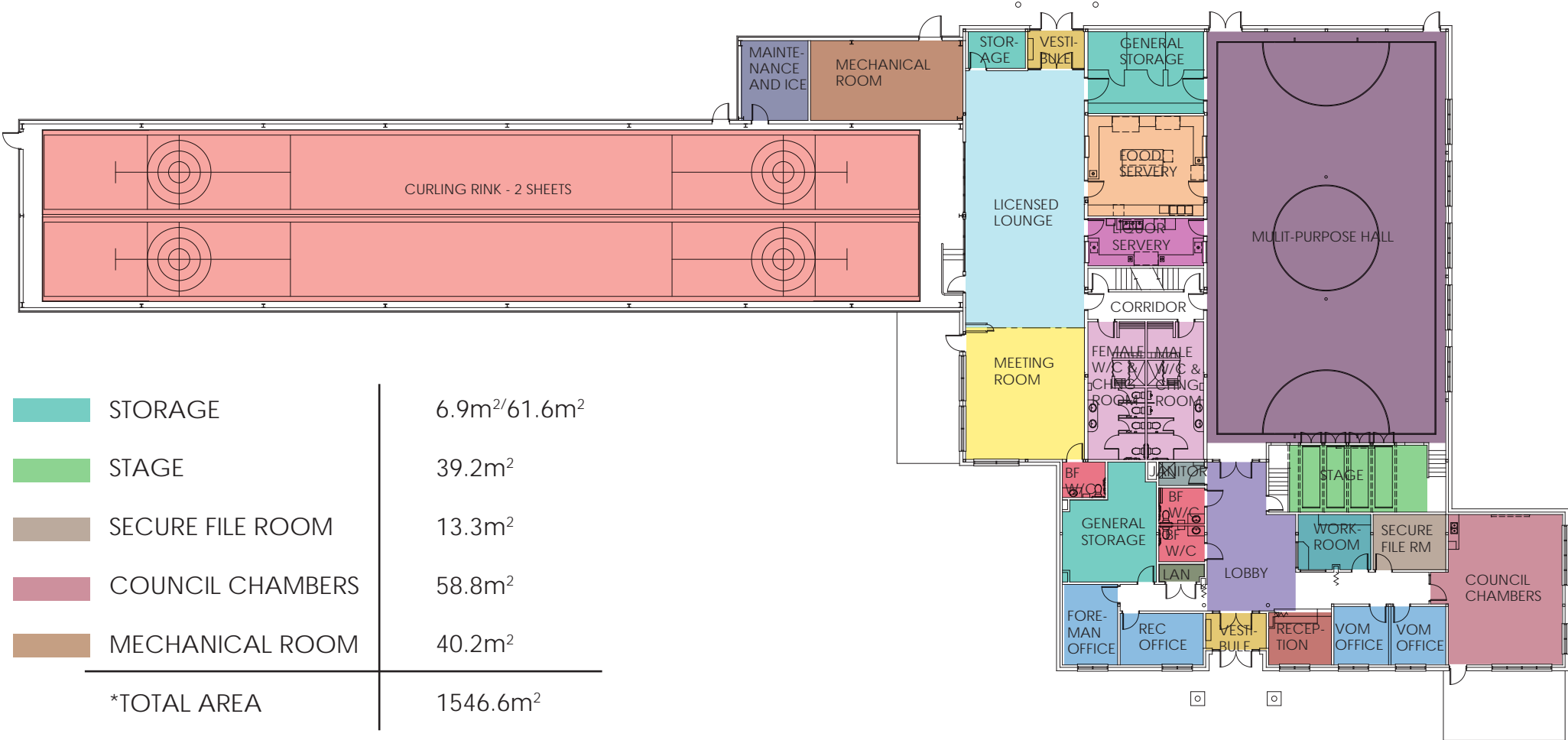
Design Cons

- ✗ long walk from change rooms to team bench
- ✗ long distance between the entrance and bleachers
- ✗ no direct access to ice from change rooms



Mayo Recreation Complex

Program Rooms	Program Area
CURLING RINK	570.2m ²
MAINTENANCE & ICE	17.5m ²
WASHROOM & CHANGE ROOMS	52.6m ²
WASHROOMS BARRIER FREE	16.2m ²
JANITOR	3.5m ²
FOOD SERVERY	38.2m ²
LIQUOR SERVERY	18m ²
LICENSED LOUNGE	100.4m ²
MEETING ROOM	51.7m ²
OFFICES	29.3m ² /21.6m ²
LOBBY	38.6m ²
RECEPTION	10.9m ²
WORK ROOM	13.2m ²
VESTIBULE	7.2m ² / 7.1m ²
LAN ROOM	2.5m ²
MULTI-PURPOSE HALL	327.9m ²



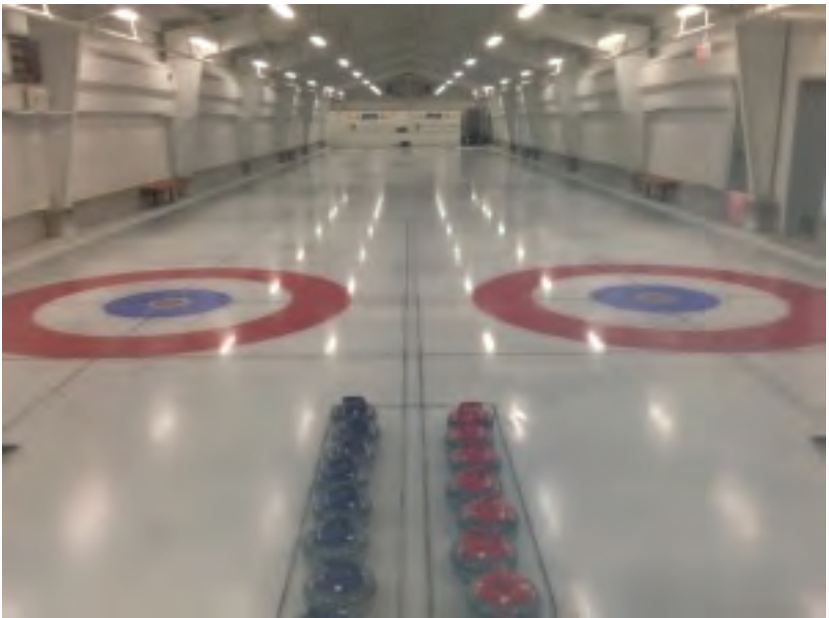
* does not include circulation

Design Pros

- ✓ lounge overlooks the curling rink
- ✓ multipurpose building with shared facilities
- ✓ VOM offices and chambers can be closed off to rec users
- ✓ ample storage for multi-users

Design Cons

- ✗ must go through lounge to enter curling rink
- ✗ small change area
- ✗ small janitor room for large facility



City of Dawson

Priorities and Projects Update

November 2019

Council Priorities 2019	Priority/Project	First Update	2 nd update Nov 2019
<u>Land Planning and Affordable Lots</u>			
	Plan to the detailed design phase - Slinky West	YG was waiting for our OCP to change and want specific direction on type of residential development – YG has received the Stantec report as well as notes from council discussion (aiming for urban residential)	Preliminary planning work has begun on Slinky West. Administration is leading high level public consultation in November and December 2019 with support from YG to begin the planning process.
	Continue to investigate and plan the Slinky East Bench for future development	Majority of the E bench is currently designated as Parks. Some small R3 development in areas in the existing Dome Road Subdivision. Further planning for this area required	Portions of the East Bench that have a developable slope as per the Stantec report and are not overlapping with the ski trails have been included in the planning work for Slinky West.
	Develop, Service and release lots in the North End Development area	North End development ongoing – currently awaiting Environmental testing Phase II & ICIP approval.	Awaiting a final response from the Risk Assessor on mitigations required following environmental testing. Administration is working on beginning another phase of engagement with residents of the planning area to update them on the process.
	Identify areas suitable for industrial lots and prioritize this with Yukon Government as required lot development	Industrial Infill 1 and 2 have been identified as priority areas for development. YG has requested that Council provide explicit direction on the type of development desired in these locations. COW discussion is forthcoming.	Industrial infill 1, 2, and 3 are being assessed for development potential. CoD & YG are currently determining options for how this land could be developed and released (e.g. public vs. private development).
	Revive the Dredge Pond Phase II design and evaluate if they still fit with development in that area		No update to share. More information forthcoming in the coming months.
	Lots 1-20 Block Q	Currently attempting to determine if capacity would allow this planning work to occur in house.	No update to share. More information forthcoming in the coming months.
	Lot in the N End available for sale	Query into YG	Lot 11 Block 2 North End has been determined eligible for release by YG. It will be released via lottery in the future.

	Inventory of vacant YG lots in town	Administration has begun to collect this data	Administration is working with YG to compile this data and determine next steps. Administration has also begun a similar process for municipally owned lands to determine how to prioritize small pockets of developable land.
	Review and update the Development Incentive Policy	currently underway – draft received – questions posed. At council for review	Policy has been passed and administration conducted a brief roll out communication. Staff is already consulting with two interested parties.
	Heritage Bylaw (s) Review	is currently on the agenda for HAC review then to be forwarded to Council	Bylaw is on the table for Third Reading. Next steps include updates to the Reserves Bylaw, Zoning Bylaw, and Heritage Management Plan, as well as development of a Heritage and Development Implementation Framework / Guide.
<u>Recreation Facilities & Programs</u>			
	Pre-Design and conceptual plan for new AMFRC by the end of 2019 that includes site selection and public engagement	Meeting with Stantec June 12,2019	Final Draft to council – at the end of November. Plan to continue to move forward still in Discussion, next stage will be to release an RFP for project management for this facility
	Work with YG to prioritize funding for this priority infrastructure		Discussion with IDB regarding funding for facility is ongoing. Continue to update YG on the status of this project.
	Parks and Recreation Master Plan	In progress – next step – draft plan to council (currently waiting for parallel Facility Planning)	Rec will presenting the Draft Plan to council in December.
<u>Waste & Diversion</u>	<u>Solid Waste Program Design</u>		
	Implement the roadmap provided in the solid waste assessment in steps to achieve measurable results in operations at the landfill		This roadmap encompassed long term goals at the solid waste facility as well as with diversion. Pieces such as diversion are updated below.
	Re-design current operations at the solid waste facility – cell plan		Current cells of divertible waste (metals) are filling quickly and discussion of removal are ongoing with YG regarding a contractor to remove this waste from the facility.

	Evaluate the collection system and determine operational efficiencies in the short and long term		Collecting data on waste collection – commercial vs. residential ongoing. Service Standards discussion once data is compiled.
	Continue discussions with YG on Regional agreements	On going discussions with YG	Draft Agreement received from YG. Once internal review and comments are compiled this will be scheduled for an COW meeting towards the end of 2019.
	<u>Diversion Center</u>		
	Work with CKS on the planning and design of a new diversion center and diversion programs		Awaiting final scope from YG to tender for Design. Assistance from Raven was sought for scope. Once design is complete and where funding is determined to come from, we will determine if this project will be headed by the City of Dawson or the Infrastructure Development Branch
	Work with Yukon Government to prioritize funds for the design and construction of a new Diversion center		Following the initial design which will be accompanied by an estimate for capital and operational and maintenance costs, an internal discussion will be required about where the funds should come from for both Capital and O&M costs
	Collect oil containers locally? Hazardous Waste Shed in the 2019 budget		On hold until staffing reassessment that will coincide with Regional Agreements
<u>Water</u>	<u>Water Metering Program Design</u>		
	Build the bleeder education program into the regular operations of ensuring a sustainable and efficient water system	This program has now been incorporated into regular operation	Program continues to be incorporated into regular operations and completed 5% 2019, 10% 2020
	Design the water meter program, determine costs and timelines for implementation		Scope being prepared for a RFP and expected to be released after Nov 27th

	<u>Water Delivery</u>		
	For the residents of the City of Dawson who are currently not connected to the utility infrastructure for water, it is important to have a reasonable system to have water delivered to their residence/business		Work on the water delivery bylaw and services will commence following the work for the Water Metering Design Program
	Water Delivery Bylaw – will this encompass both metering and trucked delivery		Work on the water delivery bylaw and services will commence following the work for the Water Metering Design Program
	Water Treatment Plant		Currently running internally on a 10 day test run. Will be going live Nov 20 th .
	In-ground Infrastructure upgrade		2020 finish 5 th Ave and 3 rd Ave and final deficiencies from the 2019 season
	<u>Operational Efficiencies/policy and bylaw review</u>		
	Asset Management Policy	Completed and passed by council	
	Procurement policy		
	Records Management Policy		Ongoing internal discussions regarding the implementation on a retention schedule and how to dispose of records beyond the retention requirements.
	Management Bylaw		No progress to report
	Business License Bylaw		No progress to report
	Rec Board/Community Grants/Facility rental/Temp-road closure	are currently under a combined review as they all interact with each other – at the department head review level	Internal first draft to be circulated to department heads by the end of the year
	New website	currently being populated with data	Currently launched internally and is expected to launch externally Nov 2019.

	Single Use Plastics Bylaw		Passed 1 st reading. Facilitated consultation with retailers and business in Nov 2019. Expect to return to the committee table Dec 2019.
	Reserves Bylaw		Internal review of reserves bylaw and reserves as per our audited financial statements. Updated reserves bylaw expected to accompany Budget and Property Tax bylaw work for 2020



THE CITY OF DAWSON

Official Community Plan Amendment No. 1 Bylaw

Bylaw No. 2019-12

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the ***OCP Amendment No. 1 Bylaw***

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) A re-designation of lands from Parks and Greenspace and Future Planning to Industrial.



THE CITY OF DAWSON

Official Community Plan Amendment No. 1 Bylaw

Bylaw No. 2019-12

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THE CITY OF DAWSON

Official Community Plan Amendment No. 1 Bylaw

Bylaw No. 2019-12

3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Amendment

- 4.01 This bylaw re-designates Area 4 from Future Planning to Industrial, as shown in Appendix 1.
- 4.02 This bylaw re-designates Area 5 from Parks and Greenspace to Industrial, as shown in Appendix 1.

PART III – FORCE AND EFFECT

5.00 Severability

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



THE CITY OF DAWSON

Official Community Plan Amendment No. 1 Bylaw

Bylaw No. 2019-12

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	November 20, 2019
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

Original signed by

Name of Presiding Officer, Title

Presiding Officer

Name of CAO (or designate), Title

Chief Administrative Officer



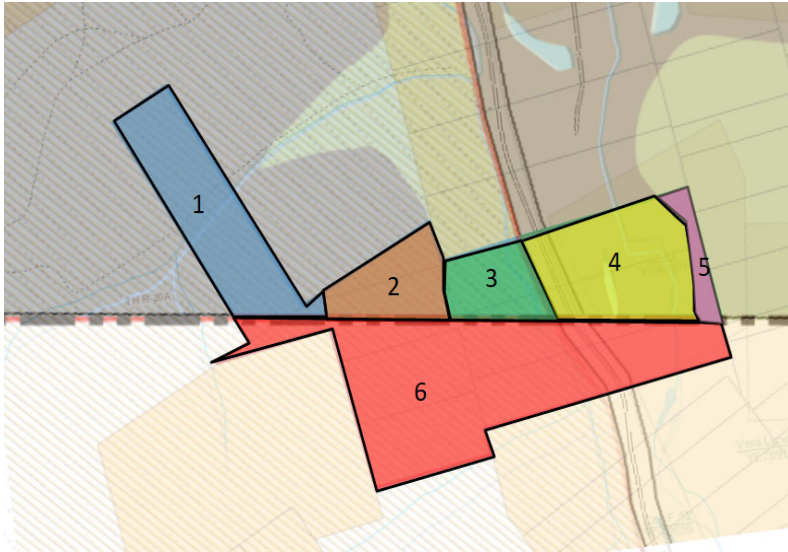
THE CITY OF DAWSON

Official Community Plan Amendment No. 1 Bylaw

Bylaw No. 2019-12

8.00 Appendices

Appendix 1. Claim areas by jurisdiction and designation





THE CITY OF DAWSON

Zoning Bylaw Amendment No. 4 Bylaw

Bylaw No. 2019-13

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the **Zoning Amendment No. 4 Bylaw**

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) A re-zoning of lands from Parks and Greenspace and Future Planning to Industrial.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 4 Bylaw

Bylaw No. 2019-13

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THE CITY OF DAWSON

Zoning Bylaw Amendment No. 4 Bylaw

Bylaw No. 2019-13

3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Amendment

- 4.01 This bylaw re-zones Area 4 from Future Planning to Industrial, as shown in Appendix 1.
- 4.02 This bylaw re-zones Area 5 from Parks and Greenspace to Industrial, as shown in Appendix 1.

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Enactment

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



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 4 Bylaw

Bylaw No. 2019-13

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	November 20, 2019
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

Original signed by

Name of Presiding Officer, Title
Presiding Officer

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



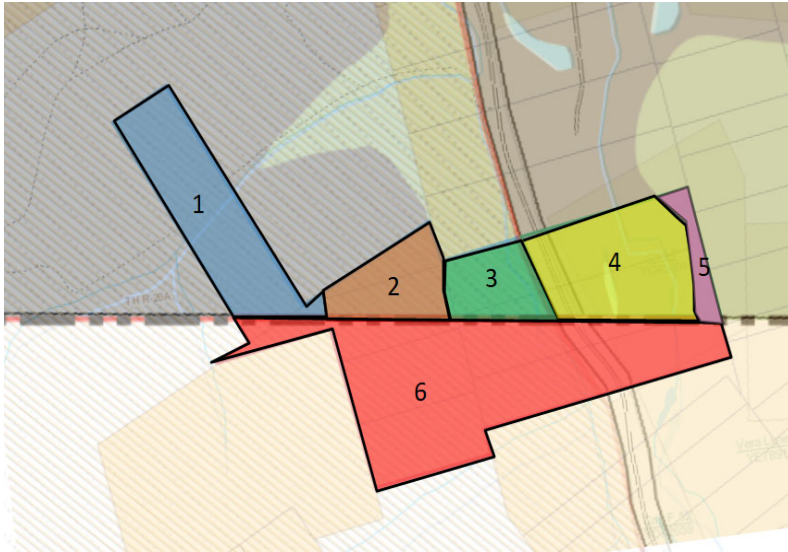
THE CITY OF DAWSON

Zoning Bylaw Amendment No. 4 Bylaw

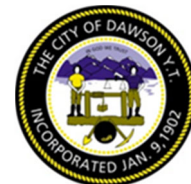
Bylaw No. 2019-13

8.00 Appendices

Appendix 1. Claim areas by jurisdiction and designation



Report to Council



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

☐ In Camera

AGENDA ITEM:	Official Community Plan and Zoning Bylaw 2019 Annual Review	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: none
DATE:	November 8, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Municipal Act Official Community Plan Zoning Bylaw	

RECOMMENDATION

It is respectfully recommended THAT:

- 1.1. Council forward an Official Community Plan amendment to Council for first reading, as outlined in this report.
- 1.2. Council forward a Zoning Bylaw Amendment to Council for first reading, as outlined in this report.

ISSUE / PURPOSE

The Official Community Plan is required to be reviewed on an ongoing basis, specifically in October each year.

BACKGROUND SUMMARY

OCP s. 16.2 states that "Council shall schedule a review of the OCP at the first regular meeting in the month of October in each year and proceed to amend it as deemed advisable at that time". Due to administration scheduled leave combined with only one scheduled Committee of the Whole meeting in October, this item was held back until the first meeting of November.

ANALYSIS / DISCUSSION

Comments and feedback were received from Council at a previous COW meeting. Based on that feedback and on further research, the following changes have been made to the proposed amendments:

1. Inclusion of a rezoning of Lot 7, Block J, Ladue Estate to Parks and Natural Space.
2. Minor updates to the definition of "Renewable Energy System".
3. Sleeping units removed from the proposed amendment and added to the list of policy amendments requiring further research.
4. Updates to the definition of "Structural Alteration".
5. Update to s. 4.2.11 to require development permits for a roof-mounted renewable energy system in the Downtown Core only. After further consultation with the Heritage Advisory Committee and in consideration

of some comments received from Council, it was identified that the Downtown Core is the primary area of concern.

6. Minor updates to numbering in section 16.4.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		



THE CITY OF DAWSON

Official Community Plan Amendment No. 2 Bylaw

Bylaw No. 2019-14

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the ***OCP Amendment No. 2 Bylaw***

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) A re-designation of lands from Urban Residential to Downtown Core.



THE CITY OF DAWSON

Official Community Plan Amendment No. 2 Bylaw

Bylaw No. 2019-14

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THE CITY OF DAWSON

Official Community Plan Amendment No. 2 Bylaw

Bylaw No. 2019-14

3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Amendment

- 4.01 This bylaw re-designates Block M, Ladue Estate and Lots 5, 9, and 10, Block H, Ladue Estate from Urban Residential to Downtown Core, as shown in Appendix 1.

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Enactment

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



THE CITY OF DAWSON

Official Community Plan Amendment No. 2 Bylaw

Bylaw No. 2019-14

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	November 20, 2019
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

Original signed by

Name of Presiding Officer, Title
Presiding Officer

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



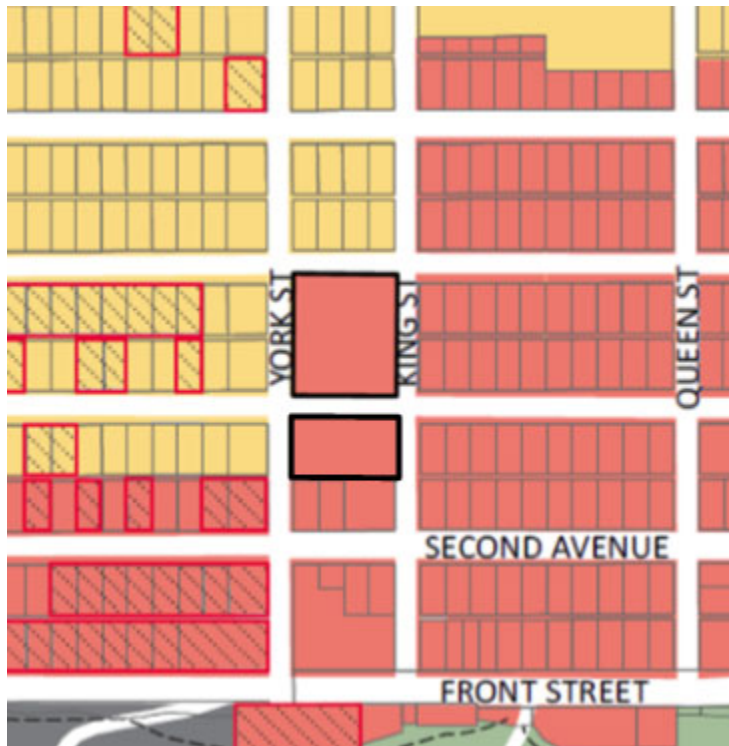
THE CITY OF DAWSON

Official Community Plan Amendment No. 2 Bylaw

Bylaw No. 2019-14

8.00 Appendices

Appendix 1. Amendment to Schedule C





THE CITY OF DAWSON

Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the **Zoning Amendment No. 5 Bylaw**

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) A re-zoning of Lot 7, Block J, Ladue Estate from C1: Core Commercial to P1: Parks and Natural Space.
- (b) A series of housekeeping text amendments.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

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THE CITY OF DAWSON

Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Amendment

- 4.01 This bylaw amends Schedule C to re-zone Lot 7, Block J, Ladue Estate from C1: Core Commercial to P1: Parks and Natural Space, as shown in Appendix 1.
- 4.02 Repeal s. 1.9.1 "Lots created before the approval of this bylaw that are less than the minimum dimensions or more than the maximum dimensions required of the zone they are in shall be considered to be conforming lots for the purposes of this bylaw".
- 4.03 Insert the following definition to s. 2.2: "RENEWABLE ENERGY SYSTEM means a system or device where energy is derived from sources that are not depleted by using them and transformed for use. Renewable energy systems include but are not limited to solar-electric or solar-thermal panel systems."
- 4.04 Insert the following definition to s. 2.2: "STRUCTURAL ALTERATION means any change in the supporting members of a structure, including but not limited to foundations, exterior load-bearing walls, door and window openings, roof, and access/egress components (such as decks or porches), which does not increase the exterior dimensions of height or footprint. For the purposes of this bylaw, full removal of a structure or structural component and replacing it in its entirety constitutes structural alteration."
- 4.05 Insert the following clause: S. 4.2.10 "wall tents or similar temporary structures provided the wall tent consists only of a frame and canvas walls. For the purposes of this bylaw,



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

- construction of a structure with a floor, walls, or roof requires an approved development permit.”
- 4.06 Insert the following clause: S. 4.2.11 “roof-mounted renewable energy devices outside of the Downtown Core.”
- 4.07 Repeal s. 4.3.6 and replace with the following: S. 4.3.6 “an application shall not be deemed complete until all requirements above have been submitted to the satisfaction of a development officer. Partially complete applications that are inactive for a period of six months or more may be cancelled at the discretion of the development officer.”
- 4.08 Repeal s. 5.3 and re-insert the clause as s. 4.8.
- 4.09 Repeal s 12.2 and replace with the following: S. 12.2 “The purpose of the C2 zone is to permit a wide range of commercial uses that provide service to local industry and/or highway tourism and service needs. Small-scale residential uses in this district are permitted, though the area remains predominately a service commercial zone.”
- 4.10 Update Table 12-3 as follows: Repeal the line “minimum setback of buildings from front parcel line: 15.24m/50ft” and replace with “minimum setback of buildings from front parcel line: 6.10m/20ft”.
- 4.11 Insert the following clause: S. 17.2.3 (VII) “development assessment documentation as detailed in s. 4.3 Development Permit Applications.”
- 4.12 Insert the following clause: S. 4.4.1.5 (V) “the applicant is unable to prove the extent of a development using valid survey instruments”.
- 4.13 Repeal s 16.4.1 and replace with the following: S. 16.4.1 “If the corrective measures described in a notice of offence order issued pursuant to section 16.3 are not completed within the specified time, [clause removed] the person to whom the order was issued may be issued an offence ticket by a development officer”.
- 4.14 Repeal s. 16.4.3.
- 4.15 Insert the following clause: S. 16.4.5 “for greater certainty, a person found to be in contravention of this bylaw on an ongoing basis may be fined for each day the contravention continues, as per section 340 of the Yukon Municipal Act.”
- 4.16 Repeal s 16.5 and 16.6 and replace with the following:
- S. 16.5 “Summary Conviction Penalties
- .1 A person who fails or refuses to comply with an offence ticket is liable to sanctions as described in section 343 of the Yukon Municipal Act.
- .2 In addition to the penalties provided for under section 16.4 of this bylaw, a person convicted of an offence pursuant to section 1.2, may be ordered to remove such development and reclaim the site at that person’s own expense.
- .3 Should any person owning or occupying real property within the City refuse or neglect to pay any penalties that have been levied pursuant to this bylaw, the development officer may inform such person in default that the charges shall be



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

added to, and shall form part of, the taxes payable in respect of that real property as taxes in arrears if unpaid on December 31 of the same year.

- .4 When a development officer has issued a ticket under section 16.4 that results in a summary conviction, the development officer shall report this information to Council.”

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 Repealed Bylaws

- 7.01 This bylaw repeals the following bylaws:
- (a) #80-08: Zoning Bylaw and all associated amendments (#’s 82-16, 83-11, 83-20, 84-07, 85-01, 87-13, 87-14, 88-16, 88-23, 89-06, 89-07, 89-18, 89-26, 90-01, 90-21, 92-08, 93-21, 94-08, 93-21, 94-08, 94-15, 97-07, and 97-15).
 - (b) #97-25: Zoning and Historical Control Bylaw and all associated amendments (#’s 00-19, 03-15, 06-10, 07-01, 07-08, 08-15, and 09-01).



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Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

8.00 Bylaw Readings

Readings	Date of Reading
FIRST	November 20, 2019
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

Original signed by

Name of Presiding Officer, Title
Presiding Officer

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



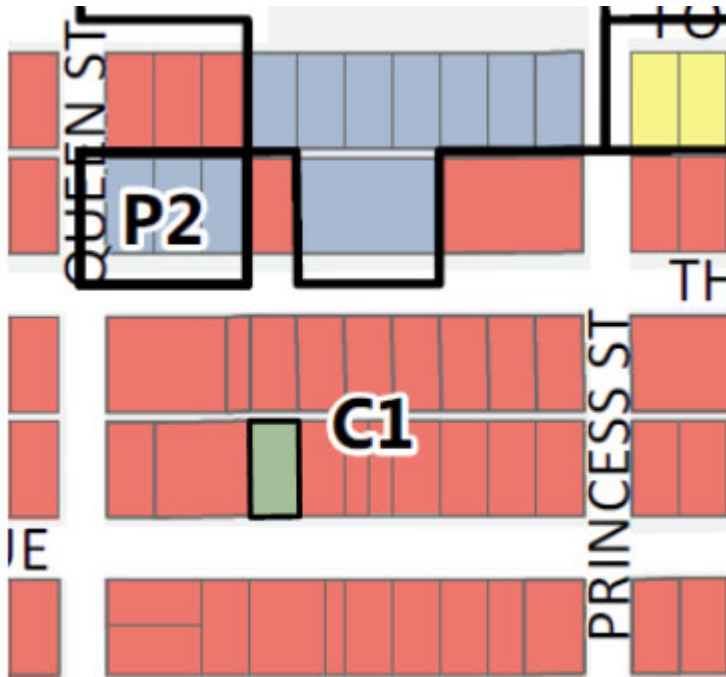
THE CITY OF DAWSON

Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

9.00 Appendices

Appendix 1. Amendments to Schedule C





THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

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

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

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

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

and has sufficient historic significance to be so designated.

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

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

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

PART I - INTERPRETATION

1.00 Short Title

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

2.00 Purpose

2.01 The purpose of this bylaw is to outline:

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



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

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THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

3.00 Definitions

3.01 In this Bylaw:

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



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

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

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

PART II – APPLICATION

4.00 Heritage Advisory Committee Structure and Proceedings

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



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

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

5.00 Heritage Advisory Committee Duties & Responsibilities

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



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

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



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

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



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

- 8.02 Designation of a site as a Municipal Historic Site under s. 8.01 above must be in compliance with the requirements listed in Part 5 of the *Historic Resources Act* and amendments thereto.
- 8.03 When a person or group of persons wishes to designate a site as a Municipal Historic Site, they shall complete a nomination form and submit it to the Development Officer with the prescribed fee as per the *Fees and Charges Bylaw*.
- 8.04 When the Development Officer receives a nomination to designate a Municipal Historic Site, they shall:
- (a) Assess the application for completeness and accuracy;
 - (b) Present the nomination to HAC for evaluation; and
 - (c) Prepare a report including:
 - I. the recommendations of HAC;
 - II. whether the site meets the requirements of this bylaw and of the *Historic Resources Act*; and
 - III. an overall assessment of the nomination with respect to overall planning considerations.
 - (d) Present the report detailed in s. 8.04(b) above for Council consideration.
- 8.05 Prior to passing a bylaw to designate a Municipal Historic Site under s. 8.01 above, Council will give full consideration of the recommendations provided in the report provided under s. 8.04(b).
- 8.06 A bylaw to designate a Municipal Historic Site shall include, at minimum:
- (a) A legal description of the land to be designated, if available, and/or a written description of the land to be designated;
 - (b) A map delineating the land to be designated;
 - (c) Reasons for designation; and
 - (d) Any specific protection measures or prohibitions as determined necessary by Council.
- 8.07 All transfers or sales of Municipal Historic Sites shall be completed in accordance with S. 51 and 52 of the *Historic Resources Act*.

9.00 Heritage Inventory

- 9.01 Council will maintain an inventory of
- (a) all designated Municipal Historic sites in compliance with S. 55 of the *Historic Resources Act*; and
 - (b) all existing historic resources within the municipality, including sites which have historical significance but which have not been designated by Council as a Municipal Historic Site.



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

10.00 Protection of Historic Sites

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

11.00 Historic Resources Permit

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

12.00 Heritage Fund

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



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Heritage Bylaw

Bylaw No. 2019-04

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

13.00 Heritage Incentives

- 13.01 Registered owners or lessees (with written authorization from the registered owner) of a Municipal Historic Site or a site listed on the Heritage Inventory may apply to the Heritage Fund as per s. 12.01 above.
- 13.02 Eligible restoration, enhancement, or renovation costs for Tier I and II incentives include the following:
- (a) Repair or replacement of roofs or foundations;
 - (b) Sealing to weather;
 - (c) Stabilization and/or installation of additional bracing;



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

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



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



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

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

14.00 Penalties

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

14.02 Any person who does the following commits an offence:

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

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

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

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

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

14.06 A notice of offence order shall:

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



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Heritage Bylaw

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



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



THE CITY OF DAWSON

Heritage Bylaw

Bylaw No. 2019-04

PART III – FORCE AND EFFECT

15.00 Severability

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

16.00 Bylaw Repealed

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

17.00 Enactment

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

17.02 This bylaw shall be reviewed every 5 years.

18.00 Bylaw Readings

Readings	Date of Reading
FIRST	July 29, 2019
SECOND	October 30, 2019
THIRD and FINAL	November 20, 2019

Mayor Wayne Potoroka
Presiding Officer

Cory Bellmore
Chief Administrative Officer



THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

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

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

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the **2019 Permanent Road Closure No. 1 Bylaw**

2.00 Purpose

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



THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

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THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Amendment

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

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



THE CITY OF DAWSON

2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Enactment

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

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	October 30, 2019
SECOND	November 20, 2019
PUBLIC NOTICE	November 12, 2019
PUBLIC HEARING	November 20, 2019
THIRD and FINAL	November 20, 2019

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore

Chief Administrative Officer



THE CITY OF DAWSON




2019 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2019-11

PART IV – APPENDIX (APPENDICES)

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



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



THE CITY OF DAWSON

2019 Land Sale No. 1 Bylaw

Bylaw No. 2019-07

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

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

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

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

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



THE CITY OF DAWSON

2019 Land Sale No. 1 Bylaw

Bylaw No. 2019-07

PART II – APPLICATION

3.00 Transfer

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

PART III – FORCE AND EFFECT

4.00 Severability

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

5.00 Enactment

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



THE CITY OF DAWSON

2019 Land Sale No. 1 Bylaw

Bylaw No. 2019-07

6.00 Bylaw Readings

Readings	Date of Reading
FIRST	October 30, 2019
SECOND	November 20, 2019
THIRD and FINAL	November 20, 2019

Wayne Potoroka, Mayor
Presiding Officer

Cory Bellmore
Chief Administrative Officer



THE CITY OF DAWSON

2019 Land Sale No. 1 Bylaw

Bylaw No. 2019-07

Appendix A. Approved Survey Configuration





Duka Environmental Services Ltd.

22 October 2019

Dawson City
1336 Front Street
PO Box 308
DAWSON CITY, YUKON
Y0B 1G0

ATTN: Mayor and Council

REF: Our File # 0719: 2019 Nuisance and Vector Mosquito Control Program, Summary Report.

As a participant in the Government of Yukon (YG), Community Services, Community Operations and Program's 2019 mosquito surveillance and control program enclosed please find one digital copy (USB stick), of the "*Government of Yukon 2019 Nuisance and Vector Mosquito Control Program Summary Report*". As in past, the first part of the report provides a general review of the annual control programs' methodology and operational requirements. The middle portion provides a community by community review of operations and community-specific recommendations. The last section of the report provides overall conclusions and recommendations. Discussions specific to your community are presented in Section 3.4, pages 28 – 30.

A total of ten communities participated in the 2019 program. Participation requirements were restructured in 2018 to allow communities to receive variable levels of support and treatment from *Duka Ltd.* and Community Services. Nine communities received aerial (helicopter) applications, in addition to ground-based treatments, and one community focused efforts on ground-based treatments only.

Fall and winter (October-April) 2018-2019 was warmer than normal for much of Yukon, with the exception of a very cold February, with monthly mean temperatures ranging from 2.1-7.4°C colder than normal. Overall monthly mean temperatures throughout most of Yukon during the spring and summer (April-July) of 2019 were a little (0.6 – 1.1°C) "cooler" than average. The exceptions were southern Yukon, where Haines Junction, Whitehorse, Teslin and Watson Lake had monthly mean temperature of normal to 0.9 - 1.1°C above normal. Snow water equivalents in Yukon, recorded on 01 May 2019, for almost all communities participating in the mosquito control program, were less than 50% of normal.

Total precipitation was below, to well below, the historical averages until early April when widespread rain and snowfall events on 02-03 April brought most locations in southwestern Yukon to near, or

.../2

above, their total monthly precipitation averages. Haines Junction and Dawson received 293% and 260% of normal precipitation, respectively for April 2019. Monthly precipitation totals for communities in southern Yukon during May and June 2019 were above average. For central and northern Yukon, precipitations totals were average, to slightly above average. For most of Yukon, July and August monthly precipitation totals were below normal. Overall, total precipitation for most of Yukon during the 2019 summer, May through August, was below the 2014-2018 averages.

Mosquito development was "slow to start" in 2019 but once underway in early May, larval populations quickly increased. Fifteen different species of larval and adult mosquitos were collected during 2019. Snowmelt-influenced *Aedes* mosquitos continue to pre-dominate local mosquito populations, accounting for over 92% of larval specimens, and 85% of adult mosquitos collected in 2019. Most *Aedes* mosquitos are recognized as extreme nuisance pests of man and animals. Many of them are aggressive "biters", others will bite throughout the day, and still others readily enter buildings and residences.

A total of some 766.6 hectares larval mosquito development habitat located within, and adjacent to nine participating communities, were treated by air (helicopter) with some 3,258 kilograms of VectoBac 200G during the period 05-09 May 2019. An additional 6.86 hectares of habitat, accessible from the ground, was treated by program biologists and local, certified applicators between early April and late July 2019.

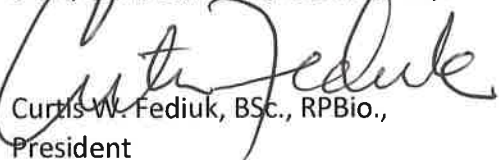
Four certified community applicators were available from the City of Dawson to assist the control program's coordinator *Duka Environmental Services Ltd.* this season. It is essential that community involvement and participation in the program continue. The availability of a community designate and certified applicator(s) to complete local functions such as surveillance, larvicide treatments and sampling, and who is able to provide, and receive community updates, compliments the efforts of *Duka Ltd.* personnel and maximizes program benefits and success.

We thank you for the opportunity to provide these services for the benefit to residents, workers and visitors of Dawson City. We look forward to working with you in the delivery of future successful programs.

If you have any questions on the enclosed, please contact us at your convenience.

Yours truly,

Duka Environmental Services Ltd.

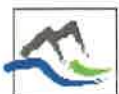


Curtis W. Fediuk, BSc., RPBio.,

President

CWF/kab

Encl: 1 USB stick – contains a pdf version of the *Government of Yukon 2019 Nuisance and Vector Mosquito Control Program, Summary Report.*



Duka Environmental Services Ltd.

Committee Minutes

WEDNESDAY August 7 2019

19:00

Council Chamber

Meeting Type: Regular

Meeting: # HAC 19-13

Facilitators: Libby Macphail

Attendees: Jim Williams (chair), Eve Dewald, Patrik Pikálek, Barbara Hogan (via conference call)

Regrets: Dylan Meyerhoffer, Angharad Wenz

Meeting Called to order at 19:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-13-01

Second: Patrik Pikálek

THAT the Agenda for Heritage Advisory Committee Meeting HAC 19-13 has been adopted as presented.

Discussion:

- None.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Resolution: #19-13-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

- Dave Wrobel from the Downtown Hotel Group- Work on the Caley Building
- Jackie Olson from KVA
- Dick Van Nostrand regarding changes to siding of his house

Agenda Item: Delegates

Resolution: #19-13-03

Discussion:

- Delegate Dave Wrobel from the Downtown Hotel Group discussed the planned renovations for the Caley Building and asked if the committee had any pressing concerns regarding the Downtown Hotel Group's summer projects. The committee's main concerns regarding the Caley building were the railings on the back fire escape, the boardwalk elevation, and the possible encroachment of the Caley building. Dave will submit amended railings and stated that the elevation of the boardwalk depends on existing grade of the surrounding buildings, but the base goal is that the boardwalk is safe and will not impact the flow of the streetscape. The possible encroachment will follow the process outlined in Council's encroachment policy.
- Delegate Jackie Olson discussed the siding changes required for the KVA's duplexes due to fire code regulations. They must use a fire proof cladding as the buildings are within each other's fire blow out distance. Jackie is asking HAC for options that are acceptable to the design guidelines. Options include hardiplank, the three options proposed by the delegate, and sheet metal. There are concerns with each option:
 - Hardiplank, when in conjunction with steel studs, has been known to crack and break in Dawson winters.
 - The metal brick option was not preferred by the committee because it is not gold rush era compatible. This type of cladding was introduced to Dawson in the 30s/40s. Out of all the options proposed however, the committee agrees that this may be the least impactful to the streetscape.
 - The committee was unsure about the 5 gallon gas can option. Although it was used in Dawson, it was not used typically in residential settings. The committee is concerned that it will stand out and an obvious intervention.
 - The committee prefers the use of sheet metal, due to its smooth finish and its ability to be painted. There are also many cases of sheet metal being used in Dawson.
- Delegate Dick Van Nostrand came to discuss the changes to the façade of his residential build. There will be changes to the siding, no more shingles, natural wood finish, a circle or rectangular vent, and the trim has been specified. The committee was satisfied with these changes.

Agenda Item: Revert to Heritage Advisory Committee

Resolution: #19-13-04

Presenter: Jim Williams

Second: Patrik Pikálek

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

Discussion: None.

Agenda Item: Business Arising from Delegations

Resolution: #19-13-05

Presenter: Jim Williams

Second: Patrik Pikálek

Discussion:

- The committee recommends to Jackie Olson that the options proposed be explored more and more examples of what the final product will look like be presented to the committee.

Agenda Item: Adoption of the Minutes

Resolution: #19-13-06

Presenter: Jim Williams

Second: Patrik Pikálek

THAT the Minutes for HAC meeting 19-12 are accepted as presented.

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Business Arising from the Minutes
Resolution: #19-13-07

Presenter: Jim Williams
Second: Patrik Pikálek

Discussion:

- Administration looked into the file for the Cassiar building. The drawings proposed in 2015 did include a tin façade.

Agenda Item: Applications: #19-042
Resolution: #19-13-08

Presenter: Jim Williams
Second: Patrik Pikálek

THAT the Heritage Advisory Committee moves to table development permit application #19-042-amendments to siding.

Discussion:

- The applicant should provide examples of what the metal siding façades will look like when completed.
- The committee prefers the use of sheet metal.

Votes For: 3

Votes Against: 0

Abstained:0
TABLED

Agenda Item: Applications: #19-057
Resolution: #19-13-09

Presenter: Jim Williams
Second: Patrik Pikálek

THAT the Heritage Advisory Committee moves to table development permit application #19-057.

Discussion:

- The material presented in the application is not compatible.
- Some suggested options for the applicant include; corrugated tin, flattened gas cans, tar paper, and sheet metal

Votes for: 3

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications: #19-087
Resolution: #19-13-10

Presenter: Jim Williams
Second: Patrik Pikálek

THAT the Heritage Advisory Committee moves to approve development permit applications #19-087.

Discussion:

- None.

Votes for: 3

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications: #19-090
Resolution: #19-13-11

Presenter: Jim Williams
Second: Patrik Pikálek

THAT the Heritage Advisory Committee moves to approve development permit application #19-090.

Discussion:

- The committee recommends drop shadow lettering and a thicker red border. Dawson Daily News sign is a good example of a drop shadow.

Votes for: 3

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications: #19-092
Resolution: #19-13-12

Presenter: Jim Williams
Second: Patrik Pikálek

THAT the Heritage Advisory Committee moves to approve development permit applications #19-092, subject to the following condition:

Discussion:

- The applicant submits an updated railing schedule

Votes for: 3

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications: #19-093
Resolution: #19-13-13

Presenter: Jim Williams
Second: Patrik Pikálek

THAT the Heritage Advisory Committee moves to approve development permit applications #19-093.

Discussion:

- None.

Votes for: 3

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications: #19-098
Resolution: #19-13-14

Presenter: Jim Williams
Second: Patrik Pikálek

THAT the Heritage Advisory Committee moves to approve development permit applications #19-098.

Discussion:

- None.

Votes for: 3

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications: #19-099 and #19-100
Resolution: #19-13-15

Presenter: Jim Williams
Second: Patrik Pikálek

THAT the Heritage Advisory Committee moves to approve development permit applications #19-099 and #19-100.

Discussion:

- The committee was not satisfied with the applicant's proof that the addition could not be saved or sold and moved.
- The committee does not wish to see the addition be demolished due to the changes to the streetscape.

Votes for: 0

Votes Against: 1

Abstained: 2
DEFEATED

Agenda Item: Reports
Resolution: #19-13-16

Presenter: Jim Williams
Second: Patrik Pikálek

Discussion:

- Administration inquired information about HAC regarding the photo database project done a few years ago. The project was done in conjunction with Dawson Museum, and the database is inaccessible online due to copyright concerns. Alex Sommerville manages the database at the museum.
-

Agenda Item: Adjournment

Resolution: #19-13-17

Presenter: Jim Williams

Second: Patrik Pikálek

That Heritage Advisory Committee meeting HAC 19-12 be adjourned at 20:59 hours on the 7th of August, 2019.

Discussion: None.

Minutes accepted: HAC 19-14 on August 21, 2019

Committee Minutes

WEDNESDAY August 21 2019
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 19-14

Facilitators: Libby Macphail

Attendees: Jim Williams (chair), Eve Dewald, Dylan Meyerhoffer, Angharad Wenz, Barbara Hogan (via conference call)

Regrets: Patrik Pikálek.

Meeting Called to order at 19:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-14-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 19-14 has been adopted as amended.

Discussion:

- Addition to item number 10. Applications; Development Permit Application 19-057.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Resolution: #19-14-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

- Mike Ellis from Yukon Spaces regarding sign font.

Agenda Item: Delegates

Resolution: #19-14-03

Discussion:

- Facilitator presented information on delegate Mike Ellis' behalf regarding sign font for a multi-unit residential building. The sign will be painted onto the façade of the building and will have a font similar to the Dawson Daily News building. The committee recommends that the delegate add a drop shadow to the sign for more visual interest.

Agenda Item: Revert to Heritage Advisory Committee

Resolution: #19-14-04

Presenter: Jim Williams

Second: Angharad Wenz

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

Discussion: None.

Agenda Item: Business Arising from Delegations

Resolution: #19-14-05

Presenter: Jim Williams

Second: Angharad Wenz

Discussion:

- The committee recommends that the delegate add a drop shadow to the sign for more visual interest.

Agenda Item: Adoption of the Minutes

Resolution: #19-14-06

Presenter: Jim Williams

Second: Angharad Wenz

THAT the Minutes for HAC meeting 19-13 are accepted as presented.

Discussion:

- None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Business Arising from the Minutes

Resolution: #19-14-07

Presenter: Jim Williams

Second: Angharad Wenz

Discussion:

- Advisory member Barbara Hogan researched whether or not pressed tin brick was gold rush era compatible, as it was previously stated that this type of cladding was introduced around the 1930s. There are examples of pressed tin brick during the gold rush era, namely, Carnegie Library and Mdm. Tremblay's building.
- Tar Paper was also a historic cladding material not mentioned in the minutes, and it was introduced as one of the first cladding materials predominately used during the gold rush, as it is easily transported, assembled, and relatively inexpensive.
- The committee asks administration to look at prior meeting minutes regarding the Cassiar building cladding.

Agenda Item: Applications: #18-090

Resolution: #19-14-08

Presenter: Jim Williams

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit application #18-090, subject to the following condition:

Discussion:

- The applicant adds 1x6 trim board to all corners of the facade
- The applicant uses rusticated/woodgrained hardiplank instead of smooth hardiplank.

Votes For: 4

Votes Against: 0

Abstained: 0
TABLED

Agenda Item: Applications: #19-042

Presenter: Jim Williams

Resolution: #19-14-09

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit amendment #19-042, subject to the following condition

Discussion:

- The applicant must use rusticated/woodgrained hardiplank instead of smooth hardiplank.

Votes for: 4

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications: #19-057

Presenter: Jim Williams

Resolution: #19-14-10

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit applications #19-057.

Discussion:

- The applicant adds a window sash, muntin bars, frame, and trim to the rear window.

Votes for: 4

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Reports

Presenter: Jim Williams

Resolution: #19-14-11

Second: Angharad Wenz

Discussion:

- The KVA staff housing move is in the process of finding a new lot and inquired about what uses are permitted in C1 zoning.
-

Agenda Item: Adjournment

Resolution: #19-14-17

Presenter: Jim Williams

Seconded: Angharad Wenz

That Heritage Advisory Committee meeting HAC 19-14 be adjourned at 20:59 hours on the 21st of August, 2019.

Discussion: None.

Minutes accepted: HAC 19-15 on September 4, 2019

Committee Minutes

WEDNESDAY September 4 2019
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 19-15

Facilitators: Libby Macphail

Attendees: Jim Williams (chair), Eve Dewald, Dylan Meyerhoffer, Angharad Wenz, Rebecca Jansen (via conference call)

Regrets: Patrik Pikálek.

Meeting Called to order at 19:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-15-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 19-15 has been adopted as presented.

Discussion:

- None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Resolution: #19-15-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

- Mike Evans regarding Park's Canada signs.
- Ludger Borste regarding restoration of Historic House and the addition of a firewall.

Agenda Item: Delegates

Resolution: #19-15-03

Discussion:

- Delegate Mike Evans presented on the replacement of Park's Canada signage around Dawson. The project includes replacement of 6 building signs and the placements of three new signs to indicate the entrance into the Klondike National Historic Site. The font of the three new signs was changed to clear face gothic in order to align with approved fonts. The location of the sign

by the ferry was amended to the other side of the highway by Yukon Government. The signs within the Townsite are a part of a larger signage project. The signs presented will align with signs outside the townsite on the highway and up Bonanza Creek.

- Delegate Ludger Borste discussed his ongoing restoration efforts on his Historic House. The building inspector has required Ludger install a firewall on the East side of the house. Ludger will use old corrugated metal in order to try and maintain a historic feel, but the firewall will not be very visible from the street due to a large birch tree, rose bushes, and Ludger's side fence. Ludger also has a development permit application for continued restoration of the historic house. He has completed levelling, repairing, and raising the foundation and a lot of interior work. He now plans to replace the door, add a small picket fence, and setting glass and restoring broken windows. His plan is to keep it as historic as possible. He prefers not making it look too "new", as to him, that takes away the historic feel.

Agenda Item: Revert to Heritage Advisory Committee
Resolution: #19-15-04

Presenter: Jim Williams
Second: Angharad Wenz

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

Discussion: None.

Agenda Item: Business Arising from Delegations
Resolution: #19-15-05

Presenter: Jim Williams
Second: Angharad Wenz

Discussion:

- None.

Agenda Item: Adoption of the Minutes
Resolution: #19-15-06

Presenter: Jim Williams
Second: Angharad Wenz

THAT the Minutes for HAC meeting 19-13 are accepted as amended.

Discussion:

- Amended the Business Arising from the Minutes to include Ruby's Place as a building with faux pressed tin brick.

Votes For: 4

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Business Arising from the Minutes
Resolution: #19-15-07

Presenter: Jim Williams
Second: Angharad Wenz

Discussion:

- None.

Agenda Item: Applications: #19-109 and #19-110
Resolution: #19-15-08

Presenter: Jim Williams
Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to table development permit applications #19-109 and #19-110.

Discussion:

- The committee is unsure if the proposed redevelopment meets requirements set out in Appendix A, A.1.4.33 Section V: “Buildings will replicate (reconstruct) the external design of the building that existed on that particular site during the gold rush era (ca. 1897-1918) when there is sound historic evidence as to the appearance of the former building.
- Administration will search for historic evidence for the appearance of the former building through analysis of historic photos and Parks Canada streetscape elevations (1974).
- If the redevelopment is not required to meet A.1.4.33 Section V due to no sound historic evidence, the committee has defined some considerations to the design to ensure compliance to the Dawson Style:
 - The roof pitch should be steeper and in line with the design guidelines
 - The applicant should add a circular or square vent
 - The front façade windows and southwest window should be changed so that the ratio is in line with the design guidelines. The committee also recommends the use of storefront windows as the building is located in a commercial district
 - The committee has indicated a preference for cove siding rather than hardiplank, as wood weathers, whereas hardiplank does not.
 - The committee also recommends the applicant lowers the building in order to provide more interaction on the street.

Votes For: 4

Votes Against: 0

Abstained: 0
TABLED

Agenda Item: Applications: #19-113

Presenter: Jim Williams

Resolution: #19-15-09

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit amendment #19-113.

Discussion:

- None.

Votes for: 4

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications: #19-114

Presenter: Jim Williams

Resolution: #19-15-10

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit application #19-114, subject to the following condition:

Discussion:

- The applicant submits a drawing demonstrating fence dimensions
- The applicant submits a door schedule.

Votes for: 4

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Applications: #19-118
Resolution: #19-15-11

Presenter: Jim Williams
Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit application #19-118.

Discussion:

- The committee does not prefer the use of Crocus Bluff for signage, but recognizes that the proposed sign in that location will be a highway sign.

Votes for: 4

Votes Against: 0

Abstained: 0
CARRIED

Agenda Item: Reports
Resolution: #19-15-12

Presenter: Jim Williams
Second: Angharad Wenz

Discussion:

- The staff facilitator, Libby Macphail, presented information regarding the Cassiar Building.
- The staff facilitator, Libby Macphail, presented information regarding the new heritage program implementation and preliminary work plan.

Agenda Item: Adjournment
Resolution: #19-13-17

Presenter: Jim Williams
Second: Angharad Wenz

That Heritage Advisory Committee meeting HAC 19-15 be adjourned at 20:59 hours on the 21st of August, 2019.

Discussion: None.

Agenda Item: Adjournment

Resolution: #19-13-17

Presenter: Jim Williams

Seconded: Angharad Wenz

That Heritage Advisory Committee meeting HAC 19-15 be adjourned at 20:59 hours on the 21st of August, 2019.

Discussion: None.

Minutes accepted on: HAC 19-17 on September 25, 2019

Committee Minutes

WEDNESDAY September 18 2019
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 19-16

Facilitators: Libby Macphail

Attendees: Angharad Wenz (acting chair)

Regrets: Patrik Pikálek, Jim Williams (chair), Eve Dewald, Dylan Meyerhoffer.

Meeting Called to order at 19:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Angharad Wenz

Resolution: #19-16-01

Second: n/a

THAT the Agenda for Heritage Advisory Committee Meeting HAC 19-16 has been adopted as presented.

Discussion:

- The committee did not meet the required quorum of 3 members.

Votes For: 1

Votes Against: 0

Abstained: 0

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Resolution: #19-16-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

- Iva from the DT Hotel Group regarding the replacement of a wall on a cabin.
- Riley Grey from Yukon Spaces regarding signage.

Agenda Item: Delegates

Resolution: #19-16-03

Discussion:

- Delegate Iva from the DT Hotel Group presented on the alterations on the cabin adjacent to "Caley's Daughter's Cabin". The project includes creating a new wall for utilities and insulation.
- Delegate Riley Grey discussed signage for the Midnight Sun Annex and "the Warehouse". Mr. Grey has an approved development permit for a sign already, and was inquiring about the possibility to reuse the stencil for other signage. Administration advised Mr. Grey that the stencil he has meets the approved fonts, and if he wished to reuse the stencil, he could submit other signage permits and the applications would be relatively easy to assess.

Agenda Item: Revert to Heritage Advisory Committee
Resolution: #19-16-04

Presenter: Angharad Wenz
Second: n/a

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

Discussion: None.

Agenda Item: Business Arising from Delegations
Resolution: #19-16-05

Presenter: Angharad Wenz
Second: n/a

Discussion:

- None.

Agenda Item: Information
Resolution: #19-16-06

Presenter: Angharad Wenz
Second: n/a

Discussion:

- The staff facilitator, Libby Macphail, discussed possible meeting times for a special meeting next week.
- The staff facilitator and Committee member Angharad Wenz discussed the applications on the agenda.

Agenda Item: Adjournment
Resolution: #19-16-07

Presenter: Angharad Wenz
Second: n/a

That Heritage Advisory Committee meeting HAC 19-12 be adjourned at 19:40 hours on the 18th of August, 2019.

Discussion: None.

Minutes accepted on: HAC 19-17 on September 25, 2019

Committee Minutes

WEDNESDAY September 25 2019
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 19-17

Facilitators: Libby Macphail

Attendees: Jim Williams (chair), Dylan Meyerhoffer, Angharad Wenz.

Regrets: Patrik Pikálek, Eve Dewald.

Meeting Called to order at 19:00

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-17-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 19-17 has been adopted as amended.

Discussion:

- Additional information provided for applications 19-129 and 19-135.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Resolution: #19-17-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

Discussion:

- None.

Agenda Item: Revert to Heritage Advisory Committee

Presenter: Jim Williams

Resolution: #19-17-03

Second: Angharad Wenz

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

Discussion: None.

Agenda Item: Adoption of the Minutes

Presenter: Jim Williams

Resolution: #19-17-04

Second: Angharad Wenz

THAT the Minutes for HAC meeting 19-15 and 19-16 are accepted as presented.

Discussion:

- None.

Votes For: 3

Votes Against: 0

Abstained:0
CARRIED

Agenda Item: Business Arising from the Minutes

Presenter: Jim Williams

Resolution: #19-17-05

Second: Angharad Wenz

Discussion:

- Mike Evans re: Parks Canada Signs.
 - The committee wanted to confirm that Parks Canada signage will have the correct font. On this project, Parks Canada has conformed to the approved fonts and has worked well with Administration as a proponent.
- Ludger Borste re: 10 ft. setbacks.
 - The committee wanted to express that the 10 ft. setback distance can be difficult to meet, and can impact adaptive reuse of heritage structures. Administration confirmed that they will be looking into this section of the Zoning By-Law during amendments this winter.
- TH Youth Centre
 - The current Youth Centre was built in the 1960s. It is not preferable to the committee to replicate this building and would rather see a “Dawson Style” structure.

Agenda Item: Applications: #19-109 and #19-110

Presenter: Jim Williams

Resolution: #19-17-06

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to table development permit applications #19-109 and #19-110.

Discussion:

- The committee reviewed the analysis completed by administration and Advisory members. They agree with this analysis, and have indicated a preference towards Dawson Style, as the historical evidence is inadequate.
- If the preference for the proponent is to use a log façade, they should consider a storey and a half design, and should be aware that their corners should be from an appropriate era (ex. Hudson Bay Corners, Tongue and Groove). A good example is the church in Whitehorse.
- If the proponent wishes to have a roof style that is able to have a solar module system, they could consider a shed roof with a false façade facing the street.

Votes For: 3

Votes Against: 0

Abstained:0
TABLED

Agenda Item: Applications: #19-121

Presenter: Jim Williams

Resolution: #19-17-07

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit amendment #19-121.

Discussion:

- None.

Votes for: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications: #19-129 and #19-135

Presenter: Jim Williams

Resolution: #19-17-08

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit amendment #19-129 and #19-135, subject to the following conditions:

Discussion:

- A period is not necessarily historic.
- The City Hall sign should be higher up on the wall.
- The placement of the Waterfront Sign should be located towards the top of the building.

Votes for: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications: #19-134

Presenter: Jim Williams

Resolution: #19-17-09

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit application #19-134, subject to the following conditions:

Discussion:

- The end posts of the gate should be black iron.
- The top of the gate should be horizontal.

Votes for: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications: #19-137

Presenter: Jim Williams

Resolution: #19-17-10

Second: Angharad Wenz

THAT the Heritage Advisory Committee moves to approve demolition permit application #19-137.

Discussion:

- None.

Votes for: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Adjournment

Resolution: #19-17-11

Presenter: Jim Williams

Second: Angharad Wenz

That Heritage Advisory Committee meeting HAC 19-15 be adjourned at 20:59 hours on the 25th of September, 2019.

Discussion: None.

Minutes accepted on: HAC 19-18 on October 16, 2019

Board of Variance Minutes

WEDNESDAY, 17th of April 2019

19:00

Mayor's Office

Meeting Type: Regular

Meeting: # BOV 19-02

Facilitators: Sylvia Soulliere

Attendees: Jim Williams (chair), Angharad Wenz, Patrik Pikálek

Regrets: Dylan Meyerhoffer, Eve Dewald

Meeting Called to order at 19:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-02-01

Second: Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 19-01 be accepted as **presented**.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion:

None.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: 19-02-02

Second: Angharad Wenz

Discussion:

THAT the Board of Variance move to Committee of the Whole.

Votes For: 3

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Delegations

Presenter: Tyson Cutler

Discussion:

- Tyson Cutler presented his project and as to why he is seeking variances. There would be two different variances he is seeking; the front setback for his secondary suite and the setback between the principal building and the proposed suite. His logic as to why the variance should be granted is that the area used to be zoned TS1 and could conform to residential or commercial setbacks. The surrounding properties have created a commercial streetscape as neighbours chose to build up to their front parcel line. He also has an irregular shaped lot with a slope at the back with no access from Front street.

Agenda Item: Revert to BOV

Presenter: Jim Williams

Resolution: 19-02-03

Second: Angharad Wenz

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Adoption of Minutes
Resolution: #19-02-04

Presenter: Jim Williams
Second: Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 19-01 be amended for errors.

Discussion: None

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications
Resolution: #19-02-05

Presenter: Jim Williams
Second: Angharad Wenz

THAT Application #19-020 be approved, because it passes the four tests from Section 307 of the Municipal Act regarding variances.

Discussion: In the opinion of the Board, the application meets the four tests of the Municipal Act Section 307.

- A) The unusual condition in the area is that it used to be zoned TS1 which gave property owners the choice of using residential or commercial setbacks. This created a streetscape with residences being built up to the front parcel line.
- B) Approving this variance is not considered by the board to be special privilege as accessory buildings on this block have been constructed with minimal setbacks from their principal buildings.
- C) The variance is not contrary to the intent of the OCP or the ZBL, and the board does not anticipate any negative impact to neighbouring properties as it mimics the setbacks of neighbouring properties.
- D) There is no change of use for this land.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Adjournment
Resolution: #19-02-06

Presenter: Jim Williams
Second: Angharad Wenz

That Board of Variance meeting BOV 19-02 be adjourned at 19:28 hours on the 17th of April, 2019.

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Board of Variance Minutes

WEDNESDAY, 19th of June 2019

21:00

Mayor's Office

Meeting Type: Regular

Meeting: # BOV 19-02

Facilitators: Libby Macphail

Attendees: Jim Williams (chair), Angharad Wenz, Patrik Pikálek, Dylan Meyerhoffer, Eve Dewald

Regrets: Patrik Pikálek

Meeting Called to order at 20:38

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-03-01

Second: Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 19-03 be accepted as **presented**.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Presenter: n/a

Resolution: 19-03-02

Second: n/a

Discussion: None.

Votes For: n/a

Votes Against: 0

Abstained: 0

Agenda Item: Delegations

Presenter: Tyson Cutler

Discussion:

- None.

Agenda Item: Revert to BOV

Presenter: n/a

Resolution: n/a

Second: n/a

n/a

Discussion: None.

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Adoption of Minutes

Presenter: Jim Williams

Resolution: #19-03-03

Second: Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 19-02 be accepted as presented.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Applications

Presenter: Jim Williams

Resolution: #19-03-04

Second: Angharad Wenz

THAT Application #19-066 be approved, because it passes the four tests from Section 307 of the Municipal Act regarding variances. The Board is in agreeance of administration's interpretation of the application.

Discussion: In the opinion of the Board, the application meets the four tests of the Municipal Act Section 307.

- A) The topography of the lot creates an unusual condition.
- B) Approving this variance is not considered by the board to be special privilege as primary buildings on this block have been constructed with minimal setbacks from the front parcel line, due to the area being zoned as TS1 until 2012.
- C) The variance is not contrary to the intent of the OCP or the ZBL, and the board does not anticipate any negative impact to neighbouring properties as it mimics the setbacks of neighbouring properties.
- D) There is no change of use for this land.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #19-03-05

Second: Angharad Wenz

That Board of Variance meeting BOV 19-02 be adjourned at 20:58 hours on the 19th of June, 2019.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Board of Variance Minutes

WEDNESDAY, 3rd of July 2019

21:00

City Council Chambers

Meeting Type: Regular

Meeting: # BOV 19-04

Facilitators: Libby Macphail

Attendees: Jim Williams (chair), Angharad Wenz, Eve Dewald

Regrets: Patrik Pikálek, Dylan Meyerhoffer

Meeting Called to order at 20:39

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-04-01

Second: Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 19-04 be accepted as **presented**.

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Presenter: n/a

Resolution: 19-04-02

Second: n/a

Discussion: None.

Votes For: n/a

Votes Against: 0

Abstained: 0

Agenda Item: Delegations

Presenter: Tyson Cutler

Discussion:

- None.

Agenda Item: Revert to BOV

Presenter: n/a

Resolution: n/a

Second: n/a

n/a

Discussion: None.

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Adoption of Minutes

Presenter: Jim Williams

Resolution: #19-04-03

Second: Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 19-02 be accepted as presented.

Discussion: None

Votes For: 3

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Applications

Presenter: Jim Williams

Resolution: #19-04-04

Second: Angharad Wenz

THAT Application #19-066 be TABLED, because the board requires more information regarding ownership of the lot. Therefore, the board is unsure if the application passes the four tests from Section 307 of the Municipal Act regarding variances.

Discussion:

- A) The board is unsure of who is the property owner, and therefore is unsure of if the variance passes the first test.

TABLED

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #19-04-05

Second: Angharad Wenz

That Board of Variance meeting BOV 19-04 be adjourned at 21:08 hours on the 3rd of July, 2019.

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Board of Variance Minutes

WEDNESDAY, 17th of July 2019

21:00

City Council Chambers

Meeting Type: Regular

Meeting: # BOV 19-05

Facilitators: Libby Macphail

Attendees: Jim Williams (chair), Angharad Wenz, Eve Dewald, Patrik Pikálek

Regrets: Dylan Meyerhoffer

Meeting Called to order at 20:45

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-05-01

Second: Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 19-04 be accepted as **presented**.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None.

Agenda Item: Committee of the Whole

Presenter: n/a

Resolution: 19-05-02

Second: n/a

Discussion: None.

Votes For: n/a

Votes Against: 0

Abstained: 0

Agenda Item: Delegations

Presenter: Tyson Cutler

Discussion:

- None.

Agenda Item: Revert to BOV

Presenter: n/a

Resolution: n/a

Second: n/a

n/a

Discussion: None.

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Adoption of Minutes

Presenter: Jim Williams

Resolution: #19-05-03

Second: Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 19-04 be accepted as presented.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Presenter: Jim Williams

Resolution: #19-05-04

Second: Angharad Wenz

THAT Application #19-066 be DENIED, as the application does not pass the first test of variance outlined in the Municipal Act Section 307.

Discussion:

- The unusual condition is the result of the applicant's or the property owner's action
 - The designated parking spot is the result of the property owner's action, as it was designed by the property owner.
- The adjustment requested would constitute a special privilege inconsistent with the restrictions on the neighbouring properties in the same district
 - Other variances have been approved in the same area due to exceptional narrowness, shortness, or shape of lots.
- The variance or exemption would be contrary to the purposes and intent of the official community plan or zoning bylaw and would injuriously affect the neighbouring properties
 - OCP's long term goals of safety are applicable to this variance. Arguably, the variance proposed is safer than the current parking spot.
 - The Zoning By-Law defines the amount of parking spaces and minimum size of parking spaces in section 9.0; The variance is not contrary to this section.
- The variance or exemption would allow a change to a use that is not similar to a permissible use in the area
 - There is no change in the use.

Votes For: 4

Votes Against: 0

Abstained: 0

DENIED

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #19-05-04

Second: Angharad Wenz

That Board of Variance meeting BOV 19-05 be adjourned at 20:58 hours on the 17th of July, 2019.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

MINUTES OF COMMITTEE OF WHOLE MEETING CW19-26 of the council of the City of Dawson called for 7:00 PM on Wednesday, October 23, 2019 in the City of Dawson Council Chambers.

PRESENT:	Mayor	Wayne Potoroka
	Councillor	Natasha Ayoub
	Councillor	Stephen Johnson
	Councillor	Bill Kendrick
	Councillor	Molly Shore
ALSO PRESENT:	CAO	Cory Bellmore
	EA	Heather Favron
	CDO	Clarissa Huffman
	Planning Assistant	Libby Macphail

Agenda Item: Call to Order

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

Agenda Item: Agenda

CW19-26-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for committee of the whole meeting #CW19-26 be accepted as presented. Carried 5-0

Agenda Item: Delegations & Guests

a) Royal Canadian Legion RE: First Poppy Presentation

John Mitchell, Diane Baumgartner and Diana McCready were in attendance on behalf of the Royal Canadian Legion, Branch No. 1, to officially present the First Poppy to Mayor and Council.

John Mitchell provided a presentation that included the history of the poppy and the historic contributions of Dawson, Yukon and its people in various conflicts over the centuries that Canada has been a part of. It is the government's declaration of war that calls our men and women to fight, and perhaps to die. It is only fitting that the same government lead the way in the act of remembrance.

The Royal Canadian Legion, Branch No. 1, officially presented the First Poppy to Mayor and Council, a visual pledge to never forget and lead our community in the time of remembrance.

Agenda Item: Adoption of the Minutes

a) Committee of Whole Meeting Minutes CW19-25 of September 30, 2019

CW19-26-02 Moved by Councillor Shore, seconded by Councillor Ayoub that the minutes of committee of the whole meeting #CW19-25 of September 30, 2019 be accepted as presented. Carried 5-0

Agenda Item: Business Arising from the Minutes

- Page 1: The committee noted the response to Dredge Pond residents to be an outstanding action item.
- The committee suggested contacting Property Assessment to determine how they assess new builds.
- The committee requested to hear from Public Works on some of the issues Dredge Pond residents raised, including road clearance, signage, garbage bins, and the work that needs to be done to bring services for these residents in line with the rest of residents.
- Page 4: The committee discussed whether the letter to Minister Frost should be an information letter or a letter requesting permission.

Agenda Item: Special Meeting, Committee, and Departmental Reports

- a) Request for Decision RE: Consolidation Application #19-136 Lots 1& 2, Block 7, Days' Addition

 The committee inquired if it was possible to look at city surplus land to see if any could be put to market. The CDO informed the committee it was a project being worked on as time permitted. The committee requested to see what work has been done to date.

- CW19-26-03** Moved by Councillor Shore, seconded by Councillor Ayoub that committee of the whole forwards the Request for Decision RE: Consolidation Application #19-136: Lots 1 and 2, Block 7, Day's Addition to council with a recommendation to approve subject to the conditions presented in the report. Carried 5-0

- b) Information Report RE: Update on Mining Activity Within the Municipal Boundary

Councillor Johnson departed council at 7:34 PM.

Councillor Johnson rejoined council at 7:36 PM.

The committee recommended a follow up letter regarding mining within municipal boundaries, along with the Information Report, be sent to YG.

- CW19-26-04** Moved by Councillor Shore, seconded by Councillor Kendrick that committee of the whole acknowledges receipt of Information Report RE: Update on Mining Activity Within the Municipal Boundary; provided for informational purposes. Carried 5-0

Agenda Item: Bylaws and Policies

- a) Request for Decision RE: *Heritage Bylaw*

Section 4.11 The committee recommended adding "voting member".

- CW19-26-05** Moved by Councillor Shore, seconded by Councillor Ayoub that committee of whole forwards the Heritage Bylaw to council with a recommendation to proceed with second reading. Carried 5-0

Agenda Item: Correspondence

- CW19-26-06** Moved by Councillor Kendrick, seconded by Councillor Johnson that committee of the whole acknowledges receipt of the following correspondence:
- Minister Pillai RE: Disposition of Land within Municipal Boundaries
 - Minister Dendys RE: Worker's Compensation Act and Occupational Health & Safety Act Public Engagement Process
 - Kelli Taylor, Assistant Deputy Minister RE: Yukon University Legislation Tabled
 - KATTS RE: Continuing Efforts to Protect the Klondike East Bench
 - Shayna Hammer, Yukon Quest RE: 2020 Yukon Quest International Sled Dog Race for informational purposes. Carried 5-0
- CW19-26-07** Moved by Mayor Potoroka, seconded by Councillor Ayoub that committee of the whole recommends council submit a letter of opposition on YESAB project 2019-0161 sale of land because it does not meet a fair and transparent process / standard for land disposition within the City of Dawson.
- CW19-26-08** Moved by Mayor Potoroka, seconded by Councillor Kendrick to remove resolution from table. Carried 3-2
- CW19-26-09** Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole recommends council submit a public comment to YESAB Project 2019-0161 sale of land. Carried 5-0

The committee recommended a letter of response be sent to KATTS.

Agenda Item: In Camera Session

- CW19-26-10** Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole move into a closed session for the purposes of discussing a land related matter as authorized by section 213 (3) of the Municipal Act. Carried 5-0
- CW19-26-11** Moved by Councillor Shore, seconded by Mayor Potoroka that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 5-0
- CW19-26-12** Moved by Councillor Shore, seconded by Mayor Potoroka that committee of the whole forwards the Request for Decision RE: Alley Behind Lots 3-9, Block LC, Ladue Estate: Request to Purchase to council with a recommendation to approve. Carried 4-1

Agenda Item: Adjournment

- CW19-26-13** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole meeting CW19-26 be adjourned at 9:32 p.m. with the next regular meeting of committee of the whole being November 6, 2019. Carried 5-0

THE MINUTES OF COMMITTEE OF WHOLE MEETING CW19-26 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW19-28-02 AT COMMITTEE OF WHOLE MEETING CW19-28 OF NOVEMBER 6, 2019.

Original signed by:

Wayne Potoroka, Chair

Cory Bellmore, CAO