THE CITY OF DAWSON

COUNCIL MEETING #C19-12
AGENDA
MONDAY, JUNE 10, 2019
7:00 p.m.
Council Chambers, City of Dawson Office

1. CALL TO ORDER
a) Betty Davidson, VP Dawson Community Library RE: Appreciation Day for Norma Tindall – *Time Sensitive*

2. ADOPTION OF THE AGENDA
a) Council Meeting Agenda #C19-12

3. DELEGATIONS AND GUESTS

4. BUSINESS ARISING FROM DELEGATIONS

5. ADOPTION OF THE MINUTES
a) Council Meeting Minutes #C19-10 of May 13, 2019
b) Special Council Meeting Minutes #C19-11 of May 24, 2019

6. BUSINESS ARISING FROM MINUTES
a) Council Meeting Minutes #C19-10 of May 13, 2019
b) Special Council Meeting Minutes #C19-11 of May 24, 2019

7. FINANCIAL AND BUDGET REPORTS

8. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS
a) Request for Decision RE: Subdivision Application #18-026 Request for Extension
b) Request for Decision RE: CBC Hip Roof Cladding Stabilization Award
c) Request for Decision RE: CBC Wall Cladding Restoration Award
d) Request for Decision RE: Recreation Grants and Community Grants
e) Request for Decision RE: Recreation Grants
f) Request for Decision RE: Crocus Concession Lease
g) Resolution RE: Location Cannabis Retail Stores
h) Committee of the Whole Session RE: Detailed Priority Review

9. BYLAWS AND POLICIES

10. CORRESPONDENCE
a) Minister Frost RE: Amendments to the *Smoke-Free Places Act*
b) Tr'ondëk Hwëch'in RE: Request for No Sound Restriction at Minto
c) Committee of the Whole Meeting Minutes #CW19-14
d) Betty Davidson, VP Dawson Community Library RE: Appreciation Day for Norma Tindall – *If accepted*

11. PUBLIC QUESTIONS

12. INCAMERA

13. ADJOURNMENT

MINUTES OF COUNCIL MEETING #C19-10 of the council of the City of Dawson held on Monday, May 13, 2019 at 7:00 PM 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
	Recreation Manager	Marta Selassie
	CDO	Clarissa Huffman

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C19-10 to order at 7:00 PM.

Agenda Item: Agenda

C19-10-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the Public Hearing for Subdivision Application 18-133: Lot 9 & 10, Block LE, Harper Estate be added to the agenda.
Motion Carried 5-0

C19-10-02 Moved by Mayor Potoroka, seconded by Councillor Ayoub that the agenda for council meeting # C19-10 of May 13, 2019 be adopted as amended.
Motion Carried 5-0

Agenda Item: Public Hearing

C19-10-03 Moved by Mayor Potoroka, seconded by Councillor Kendrick that council move into the committee of the whole for the purposes of holding a public hearing and for hearing delegations.
Motion Carried 5-0

a) Subdivision Application #18-133: Lot 9 & 10, Block LE, Harper Estate

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.

C19-10-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: Adoption of the Minutes

a) Council Meeting Minutes #C19-09 of April 29, 2019

DRAFT

C19-10-05 Moved by Mayor Potoroka, seconded by Councillor Ayoub that the minutes of council meeting #C19-09 of April 29, 2019 be approved as presented.
Motion Carried 5-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

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a) Request for Decision RE: Subdivision Application #18-026 Request for Extension

C19-10-06 Moved by Councillor Kendrick, seconded by Councillor Ayoub that Council approve a one-year extension for Subdivision Application #18-026, until June 12, 2020.
Motion Carried 5-0

b) Request for Decision RE: Subdivision Application #18-133: Lot 9 & 10, Block LE, Harper Estate

C19-10-07 Moved by Mayor Potoroka, seconded by Councillor Kendrick that council approve Subdivision Application #18-133, subject to the conditions as presented in the Request for Decision RE: Subdivision Application #18-133: Lots 9 and 10, Block LE, Harper Estate
Motion Carried 5-0

c) Proclamation RE: Recognize June 1st as Health and Fitness Day in the City of Dawson

C19-10-08 Moved by Mayor Potoroka, seconded by Councillor Shore that Council proclaim June 1st to be Health and Fitness Day in the City of Dawson.
Motion Carried 5-0

Agenda Item: Bylaws and Policies

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a) Official Community Plan Bylaw #2018-18 – Third and Final Reading

C19-10-09 Moved by Councillor Ayoub, seconded by Councillor Shore that bylaw #2018-18 being the Official Community Plan Bylaw be given third and final reading.
Motion Carried 5-0

Councillor Shore thanked the CDO, CAO and staff for their hard work and dedication to creating the updated OCP.

b) Zoning Bylaw #2018-19 – Third and Final Reading

C19-10-10 Moved by Councillor Johnson, seconded by Councillor Shore that bylaw #2018-19 being the Zoning Bylaw be given third and final reading.
C19-10-11 Moved by Mayor Potoroka, seconded by Councillor Johnson that council move to cow for the purposes of discussion. Carried 5-0
C19-10-12 Moved by Mayor Potoroka, seconded by Councillor Johnson that cow revert to council to proceed with the agenda. Carried 5-0
Main Motion Carried 5-0

Agenda Item: Correspondence

C19-10-13 Moved by Councillor Kendrick, seconded by Mayor Potoroka that council acknowledge receipt of the following correspondence:

- Mayor Ethan Berkowitz RE: 8Boxes Pan-Arctic Art Project
- Kelli Taylor, Assistant Deputy Minister RE: Engagement on New Yukon University Legislation
- Committee of the Whole Meeting Minutes #CW19-11, CW19-12 and CW19-13

For informational purposes
Motion Carried 5-0

Agenda Item: Delegations

C19-10-14 Moved by Councillor Johnson, seconded by Councillor Kendrick that council move into the committee of the whole for the purposes of hearing delegations.
Motion Carried 5-0

a) Jane Koepke, Groundswell Planning RE: Recreation Department Master Plan

Jane Koepke was in attendance to present council with the draft plan framework and discuss and gather feedback regarding:
- Vision
- Guiding Principles
- Roles of the City in fulfilling the vision
- Goals and Actions
- Summary and Planning Considerations

C19-10-15 Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole revert to council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: Adjournment

C19-10-16 Moved by Councillor Kendrick, seconded by Mayor Potoroka that council meeting #C19-10 be adjourned at _9:43_p.m. with the next regular meeting of council being June 10, 2019.
Motion Carried 5-0

THE MINUTES OF COUNCIL MEETING C19-10 WERE APPROVED BY COUNCIL RESOLUTION #C19-__-__ AT COUNCIL MEETING #C19-__ OF JUNE 10, 2019.

_____ _____
Wayne Potoroka, Mayor Cory Bellmore, CAO

MINUTES OF SPECIAL COUNCIL MEETING #C19-11 of the council of the City of Dawson held on Monday, May 24, 2019 at 6:30 PM in the City of Dawson Council Chambers.

PRESENT:	Mayor	Wayne Potoroka
	Councillor	Stephen Johnson
	Councillor	Bill Kendrick
REGRETS:	Councillor	Natasha Ayoub
	Councillor	Molly Shore
ALSO PRESENT:	CAO	Cory Bellmore
	EA	Heather Favron
	Recreation Manager	Marta Selassie

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C19-11 to order at 12:09 PM.

Agenda Item: Agenda

C19-11-01 Moved by Councillor Johnson, seconded by Mayor Potoroka that the agenda for council meeting # C19-11 of May 24, 2019 be adopted as presented. Motion Carried 3-0

Agenda Item: Pool Repairs

C19-11-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that Council direct administration to engage the services of Master Pools Alta Ltd. for the installation of water inlets around the pool perimeter and submit an application to Gas Tax for $40,000 for the cost of the repair including contingency.

C19-11-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that "if necessary" be added to resolution after "Gas Tax". Carried 3-0
Main Motion Carried 3-0

Agenda Item: Adjournment

C19-11-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that council meeting #C19-11 be adjourned at 12:21 p.m. with the next regular meeting of council being May 24, 2019. Motion Carried 3-0

THE MINUTES OF SPECIAL COUNCIL MEETING C19-11 WERE APPROVED BY COUNCIL RESOLUTION #C19-__-__ AT COUNCIL MEETING #C19-__ OF JUNE 10, 2019.

_____
Wayne Potoroka, Mayor

_____
Cory Bellmore, CAO

Report to Council

[X] For Council Decision [ ] For Council Direction [ ] For Council Information

[ ] In Camera

SUBJECT:	Subdivision 18-023: Extension Request	
PREPARED BY:	Clarissa Huffman, CDO	**ATTACHMENTS:** 1. Extension Request Letter
DATE:	May 21, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw Subdivision Bylaw		

RECOMMENDATION

That Council approve an extension for Subdivision Application #18-023, until September 30, 2019.

ISSUE

The applicant wishes to extend their subdivision approval #18-026 for an additional few months.

BACKGROUND

The application was granted subdivision authority by Council on June 12, 2018 with resolution C18-19-13; therefore, subdivision authority expires on June 12, 2019. The applicant has requested an extension until the end of July. To avoid complications, administration is recommending approval of an extension to the end of September. The applicant states his confidence that the conditions can be fulfilled by the end of July, but by providing until the end of September, there is a small buffer in the event of delays.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

The status of the applicant's conditions is as follows:

1.1. The applicant submits a Stormwater Management Plan to the satisfaction of the CDO and Public Works Superintendent.
1.2. PRIOR to approval of a plan of subdivision, the applicant shall provide confirmation to the satisfaction of the CDO that all retained structures are raised to the minimum standards listed in S. 8.2 and 4.8 of the Zoning By-Law, OR that the applicant receives relief of S 8.2 and 4.8 from the Board of Variance for the existing structures.
1.3. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
1.4. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
1.5. Access details for the two proposed lots submitted as per the Municipal Act S. 314, to the satisfaction of the CDO and the Public Works Superintendent.

It should be noted that condition 1.2 is based on ZBL #12-27, which is no longer in effect. It is best practice, in order to be fair to an applicant, that their application is assessed based on the bylaws in effect at the time of the submission of a complete application. Given that this approval is an extension of an approval that was issued under ZBL #12-27, the conditions should still apply as is. If subdivision authority were to lapse, a new application would need to be considered based on the provisions of ZBL #2018-19.

None of the conditions have been fulfilled to date. The applicant has provided a letter indicating that they were unable to meet their conditions due to being out of the territory for 6 months. Administration has not identified any negative impacts that could result from approving this extension. S. 319(2) of the Municipal Act states that "*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 the approving authority*". Therefore, Council has the authority to approve this extension request.

APPROVAL		
NAME:	Cory Bellmore, CAO	**SIGNATURE:**
DATE:		

To: City of Dawson

Attn: Clarissa Huffman

RE: Subdivision Application #18-023

I would like to ask for an extension beyond May 16 to complete the terms outlined in the aproval letter from May 16 2018. I have just returned to the Yukon after 6 months away and have not completed all that is required.

I am sure i can have all conditions ~~aff~~ met by the end of July.

thank you

Carl MacKenzie

Thorman Phillips LTD
202 - War Eagle Way
Whitehorse Yukon T
Y1A 0C2
Ph 332-8337

Report to Council

[x] For Council Decision [ ] For Council Direction [ ] For Council Information

[ ] In Camera

AGENDA ITEM:	Canadian bank of Commerce NHS : Hip Roof Cladding Stabilization	
PREPARED BY:	T. Buhler	**ATTACHMENTS:** ▪ none
DATE:	June 10, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: ▪ Canadian Bank of Commerce Historic Site Bylaw # 13-01 ▪ Procurement Policy #14-02		

RECOMMENDATION

That Council award the *Canadian Bank of Commerce NHS: Hip Roof Cladding contract* to Ultimate Construction Inc.

ISSUE / PURPOSE

In accordance with Procurement Policy #14-02, Section 7.1.

Where budgeted, all capital expenditures shall be approved as follows:

Total Purchase Amount: $15,001 and above

Approval Authority: Council

BACKGROUND SUMMARY

Stabilization priorities for 2019 include the hip roof cladding repair at the Canadian Bank of Commerce NHS. This work maintains most of the historic fabric of the roof, however, proposes to remove previously completed, and poorly executed, patching and replace with appropriate shingle type patching to ensure the building is fully clad to weather. It also proposes to patch smaller holes in the existing hip roof cladding and attach the eight (8) roof finials that were removed during the 2018 work.

ANALYSIS / DISCUSSION

The Request for Proposals: Canadian Bank of Commerce NHS: Hip Roof Cladding Stabilization was issued for tender on March 19, 2019 and closed on May 6, 2019. One bid was received.

Ultimate Construction Inc.: $91,000.00 + GST.

The bid was evaluated as per the Evaluation Form in the RFP bid documents:

Item of Work	Scoring Amount
Fee for Full Scope	40%
Completed Bid Forms A – F and Signature Page	20%
Proposal showing patching methods, materials, and hazardous material management	40%
Total	100%

Because this price was outside of the budget for this work and because this was the sole bidder, the City of Dawson negotiated a lower bid price while maintaining the same scope of work.

Ultimate Construction Inc.: $86,700.00 + GST

ALIGNMENT TO OFFICIAL COMMUNITY PLAN & STRATEGIC PRIORITIES

Official Community Plan, Section 3.2 Municipal Infrastructure

Official Community Plan, Section 3.9 Heritage Preservation

APPROVAL		
NAME:	Cory Bellmore, CAO	**SIGNATURE:** C. Bellmore
DATE:	June 6, 2019	

Report to Council

[x] For Council Decision [ ] For Council Direction [ ] For Council Information

[ ] In Camera

AGENDA ITEM:	Canadian Bank of Commerce NHS : Wall Cladding Restoration contract award	
PREPARED BY:	T. Buhler	**ATTACHMENTS:** ▪ none
DATE:	June 10, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: ▪ Canadian Bank of Commerce Historic Site Bylaw # 13-01 ▪ Procurement Policy #14-02		

RECOMMENDATION

That Council award the *Canadian Bank of Commerce NHS: Hip Roof Cladding* contract to Ultimate Construction Inc. for $138,800.00 + GST.

ISSUE / PURPOSE

In accordance with Procurement Policy #14-02, Section 7.1.

Where budgeted, all capital expenditures shall be approved as follows:

Total Purchase Amount: $15,001 and above

Approval Authority: Council

BACKGROUND SUMMARY

Stabilization priorities for 2019 include the exterior wall cladding restoration at the Canadian Bank of Commerce NHS. The wall cladding restoration maintains most of the historic fabric of the pressed tin and proposes to replace missing components.

ANALYSIS / DISCUSSION

The Request for Proposals: Canadian Bank of Commerce NHS: Wall Cladding Restoration was issued for tender on March 19, 2019 and closed on May 6, 2019. One bid was received.

Ultimate Construction Inc.: $231,000.00 + GST.

The bid was evaluated as per the Evaluation Form in the RFP bid documents:

Item of Work	Scoring Amount
Fee for Full Scope	40%
Completed Bid Forms A – F and Signature Page	20%
Proposal showing patching methods, materials, and hazardous material management	40%
Total	100%

Because this price was outside of the budget for this work and because this was the sole bidder, the City of Dawson negotiated a lower bid price while maintaining the same scope of work.

Ultimate Construction Inc.: $225,100.00 + GST

This price still exceeded the project budget. An examination of costs revealed that the replacement of the 21 window corbels / brackets and associated labour totalled between $86,300.00 (for catalogue / not exact replicas and included in bid price) and $210,000.00 (for replicas, not included in bid price). Ultimate Construction Inc. agreed to remove the manufacturing and installation of the window corbels / brackets from the 2019 scope of work in order to accommodate our current budget requirements and provide more time for the City of Dawson and Ultimate Construction to develop a more cost effective solution in time for the 2020 construction season. The 2019 revised bid, complete with postponement in a portion of the scope is the following:

Ultimate Construction Inc.: $138,800.00 + GST

Gas Tax Funding, Yukon Government Historic Properties Assistance Program and Parks Canada Cost Sharing Program have been notified of the postponement in scope and will continue to provide financial support for the project.

ALIGNMENT TO OFFICIAL COMMUNITY PLAN & STRATEGIC PRIORITIES

Official Community Plan, Section 3.2 Municipal Infrastructure

Official Community Plan, Section 3.9 Heritage Preservation

APPROVAL		
NAME:	Cory Bellmore, CAO	**SIGNATURE:** C Bellmore
DATE:	June 6, 2019	

Report to Council

[x] For Council Decision [ ] For Council Direction [ ] For Council Information

SUBJECT:	**Community and Recreation Grants**	
PREPARED BY:	Marta Selassie, Recreation Manager	**ATTACHMENTS:**
DATE:	June 5, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: **Community Grant Policy #16-01, Recreation Grants Policy 2017-06**		

RECOMMENDATION

THAT Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of $11,783.80 and Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of $10,621.20.

BACKGROUND SUMMARY

The City of Dawson received thirteen applications for funds totalling $29,203.70. $30,000 is budgeted for Community Grants annually to be dispersed over the three intakes. The City of Dawson receives $32,368 from Yukon Lotteries for the administration of Recreation Grants. Approximately, $20,000 of this funding each year is allocated to Level 2 Recreation Grants.

ANALYSIS / DISCUSSION

Community Grants Committee and the Recreation Board make the following recommendations to Council for approval:

Applicant	Project Name	Request	Rec Board	Comm. Grant	Recommendation
NKH Music Society	Concert Series	$ 1,500.00	$ 750.00	$ 750.00	$ 1,500.00
Mud Bog	Lane repairs	$ 1,500.00	$ 500.00	$ 1,000.00	$ 1,500.00
Healthy Families	Yoga	$ 3,600.00	$ 1,000.00	$ 1,000.00	$ 2,000.00
DCMF	Music Fest	$ 3,200.00	$ 1,600.00	$ 1,600.00	$ 3,200.00
KIAC	Youth Arts Prog	$ 1,271.20	$ 1,271.20		$ 1,271.20
KIAC	Film Fest 2020	$ 500.00	$ -	$ 500.00	$ 500.00
TH	Canoe Camp	$ 5,000.00	$ 1,500.00	$ -	$ 1,500.00
KVA	Gold Panning	$ 2,000.00	$ -	$ 500.00	$ 500.00
Slo-Pitch	Labour Day Tourny	$ 3,106.50	$ 1,500.00	$ 1,606.50	$ 3,106.50
Run Dawson	Dempster to Dawson	$ 4,198.70	$ 2,000.00	$ 2,000.00	$ 4,000.00
Dust 2 Dawson	Rally	$ 2,000.00	$ -	$ 2,000.00	$ 2,000.00
KIAC	Arts Fest	$ 250.00	$ -	$ 250.00	$ 250.00
Minor Soccer	Eavestrough	$ 1,077.30	$ 500.00	$ 577.30	$ 1,077.30
	Totals	**$ 29,203.70**	**$ 10,621.20**	**$ 11,783.80**	**$ 22,405.00**

APPROVAL		
NAME:	Cory Bellmore, CAO	**SIGNATURE:** C Bellmore
DATE:		

Report to Council

[x] For Council Decision [ ] For Council Direction [ ] For Council Information

[ ] In Camera

AGENDA ITEM:	Recreation Grants	
PREPARED BY:	Marta Selassie, Recreation Manager	**ATTACHMENTS:** ▪
DATE:	June 6, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: ▪ Recreation Grants Policy		

RECOMMENDATION

That Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of $1880.

ISSUE / PURPOSE

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 $11,381.20 has been allocated.

ANALYSIS / DISCUSSION

The Recreation Board recommends to Council that the amount below be approved by resolution.

Project / Description	# of participants	Applicant	Request	Rec. Grant	Approved for
Dog Sled Race ~ registration fees	1	Matt McHugh	$125	$125	Registration fees
Karate Summer Camp ~ instructor travel	~15	JP Hawkins	$1755	$1755	Instructor travel
TOTALS			**$1,880.00**	**$1,880.00**	

APPROVAL

NAME:	Cory Bellmore, CAO	**SIGNATURE:** C Bellmore
DATE:	June 6, 2019	

Report to Council

[X] For Council Decision [ ] For Council Direction [ ] For Council Information

[ ] In Camera

AGENDA ITEM:	Use this line for the subject if the item is public. (delete whichever row is not required)	
PREPARED BY:	Marta Selassie, Recreation Manager	**ATTACHMENTS:** ▪ List attachments in order of presentation
DATE:	June 6, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: ▪ List for reference purposes		

RECOMMENDATION

THAT Council direct administration to enter into a lease agreement between the City of Dawson and Tr'ondëk Hwëch'in, for use of the Crocus Bluff Concession Building.

ISSUE / PURPOSE

Bylaw #10-10 "Lease and Rental Bylaw" requires a resolution of Council to lease or rent property from another party. Upon passing of a resolution the authority is delegated to the CAO. Administration is seeking a resolution of Council to enter into a lease agreement with Tr'ondëk Hwëch'in for the use of the Crocus Concession building for a summer day camp program.

BACKGROUND SUMMARY

The Crocus Bluff Concession does not have many scheduled rentals for the 2019 season. Tr'ondëk Hwëch'in has requested the use of the space until Discovery Days.

ANALYSIS / DISCUSSION

The Crocus Bluff Concession is not a heavily used facility. The seasonal rental rate is $1200 for day camp use. The approved request from Dawson City Music Festival for overflow camping does not conflict with the day camp use. They have also been made aware of the general assembly rental June 20 to 28, 2019.

APPROVAL		
NAME:	Cory Bellmore, CAO	**SIGNATURE:**
DATE:	June 6, 2019	C Bellmore

1 *Land Planning & Affordable Lots*

Housing is a fundamental need for residents and the continued growth and vitality of our community. The desire for the availability of a range and mix of housing continues to increase and has been a council priority item for many years.

Unavailable lots as well as under developed lots have left the community in a housing crisis.

There have been several tactics employed to reduce the level of under developed lots, including the introduction of a Development Incentive Policy in 2015 as well as an increasing minimum tax rate. It is necessary to continue to evaluate these strategies and evolve as we move forward.

With the impending completed updated Official Community Plan and Zoning Bylaw, efforts can be focused in putting those plans and goals into action and planning forward for the future of the community

Land Planning and Lot Development

- Plan to the detailed design phase - Slinky West
- Continue to investigate and plan the Slinky East Bench for future development
- Develop, Service and release lots in the North End Development area.
- Identify areas suitable for industrial lots and prioritize this with Yukon Government as required lot development
- Revive the Dredge Pond Phase II design and evaluate if they still fit with development in that area

Planning, Policy and Bylaw Review

- Review and update the Development Incentive Policy
- Heritage Bylaw (s) Review

2 *Recreation Facilities and Programs*

The City of Dawson has determined that Art and Margret Fry Recreation Centre has now passed its useful life. The decision has been made to plan for a new recreation center and to only maintain the current facility as necessary to keep recreation programming available to the residents.

Recreation has been recognized as a necessary function, especially in rural and remote communities. Ensuring we are managing and delivering recreation programming in facilities safe and sustainable is an important function of municipal government.

New Recreation Center

- Pre-Design and conceptual plan for new AMFRC by the end of 2019 that includes site selection and public engagement
- Work with YG to prioritize funding for this priority infrastructure.

Planning, Policy and Bylaw Review

- Parks and Recreation Master Plan
  Complete the Parks and Recreation master plan and implement recommendations

Although these two goals are separate in action, they are expected they will complement each other and occur in parallel

3 *Waste & Diversion*

Solid waste management is one of the primary utility responsibilities of the municipal government. Waste management is important in the daily lives of our residents and in the long term vitality of our community.

Increased efforts and education for diversion of solid waste along with implementing measureable will increase the longevity of our current facility and reduce the growing ecological footprint generated by residents waste.

In 2018 a contract was completed to look at the Solid waste management and assess how we are managing our waste and provide options and costs to implement diversion across the city

Solid Waste Program Design

- Implement the roadmap provided in the solid waste assessment in steps to achieve measurable results in operations at the landfill
- Re-design current operations and the solid waste facility
- Evaluate the collection system and determine operational efficiencies in the short and long term
- Continue discussions with YG on Regional agreements

Diversion Center

- Work with CKS on the planning and design of a new diversion center and diversion programs
- Work with Yukon Government to prioritize funds for the design and construction of a new Diversion center

Planning, Policy and Bylaw Review

- Future Landfill Planning
  Work with stakeholders and determine the process of planning for the future landfill

4 *Water*

Ensuring we are providing clean and safe water in a manner that is reliable and attainable for our residents is a high priority.

Currently a new Water Treatment plant being constructed and it is anticipated that when this facility comes online, the cost of delivering this important municipal infrastructure will increase. It order to continue to supply this utility in an efficient manner it is also important for residents to take responsibility for their utility usage and equally important for the City to deliver the water in a measurable method.

Water Metering Program Design

- Build the bleeder education program into the regular operations of ensuring a sustainable and efficient water system
- Design the water meter program, determine costs and timelines for implementation

Water Delivery

- 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.
- Ensure Municipal responsibility and liability are attained with a long term delivery contract

Planning, Policy and Bylaw Review

- Water Delivery Bylaw – will this encompass both metering and trucked delivery?

5 *Operational Efficiencies/policy and bylaw review*

Good governance of a municipality is informed by effective and relevant policies and bylaws. As a community changes and grows, it is good practice to ensure that the policies and bylaws that govern decisions are updated over time.

Some examples of policies and bylaws that should have ongoing review to ensure they are achieving the goals of the organization are:

- Asset Management Policy
  It is important to have a policy in place to ensure we are maintaining and replacing assets in a timely fashion. It is common to try to use an asset beyond its useful life as a fiscal policy, but it is important to ensure that it is not leading to future inefficiencies.
- Procurement policy
  Ensures controls are in place to procure services and supplies in a timely manner and to not impede operational efficiency
- Records Management Policy
  A lot of time and energy is spent managing information. Operational Efficiency is low when a lot of time is spent searching for relevant information.
- Management Bylaw
- Business License Bylaw

May 21, 2019

Mayor Wayne Potoroka
City of Dawson
P.O. Box 308
1136 Front Street
Dawson City, YT Y0B 1G0

Dear Mayor Potoroka:

The Government of Yukon is considering amendments to the *Smoke-Free Places Act* and we would appreciate your feedback. Please use one of the following methods to let us know what you think of the proposed amendments and how you see the changes affecting your community.

We invite you to share your thoughts by engaging in the following ways:

1. **Take the online survey.** Beginning May 1, 2019 all Yukoners are invited to share their views on the proposed Act amendments by taking an online survey at www.engageyukon.ca.

2. **Call or email us directly.** Interested individuals and organizations are invited to get in touch with us directly by reaching out to Jonathan Marcotte at the Department of Health and Social Services at 456-6728 (1-800-661-0408 x6728, toll-free outside Whitehorse) or by writing to jonathan.marcotte@gov.yk.ca.

The information you provide will help inform our decisions and help us update the *Smoke-Free Places Act* in a way that best meets the needs of Yukoners.

Mahsi,

Pauline Frost
Minister of Health and Social Services

cc: Cory Bellmore, Chief Administrative Officer, City of Dawson

June 3, 2019

Dawson City Mayor and Council
City of Dawson
Box 308
Dawson, Yukon Territory
Y0B 1G0

Dear Mayor and Council,

On behalf of the Tr'ondëk Hwëch'in government (TH) and the Council of Yukon First Nations (CYFN), I am writing to secure permission in preparation of the CYFN General Assembly, which the people of Tr'ondëk Hwëch'in will be proudly hosting this year in June 2019.

We would like to let you know we will be having meetings on site at the Crocus Bluff Ballfield on the 25th, 26th, and 27th in the tents set up for this purpose. We anticipate that during the day there may be an average of 150-200 participants on site. In the evenings on the 25th and 26th, there will be concert performances and feasts for delegates, volunteers, and invited guests, and we anticipate having 300-350 participants on site. While the concerts are aimed at ending around 10:00 pm, we would like permission to have no sound restriction until 11:00 p.m., in the unlikely event that some of the performances go later than planned.

We may in addition add two to three portable toilets onsite.

We welcome the opportunity to talk with the Mayor, Council, or any other City of Dawson staff at any time to discuss any questions or concerns.

Kindest regards,
Tr'ondëk Hwëch'in

Charles Pugh
Executive Director

Tr'ondëk Hwëch'in
Box 599 Dawson, Yukon Territory Y0B 1G0
Phone: 867-993-7100 ext. 124 **Fax**: 867-993-65[illegible]
Email: charles.pugh@trondek.ca

MINUTES OF COMMITTEE OF WHOLE MEETING CW19-14 of the council of the City of Dawson called for 7:00 PM on Monday, May 06, 2019 in the City of Dawson Council Chambers.

PRESENT:	Mayor	Wayne Potoroka
	Councillor	Natasha Ayoub
	Councillor	Stephen Johnson
	Councillor	Molly Shore
REGRETS:	Councillor	Bill Kendrick
ALSO PRESENT:	CAO	Cory Bellmore
	EA	Heather Favron

Agenda Item: Call to Order

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

Agenda Item: Agenda

Mayor Potoroka declared conflict, passed the Chair to Deputy Mayor Johnson and stepped down from council at 7:01 p.m.

CW19-14-01 Moved by Councillor Ayoub, seconded by Councillor Shore That Committee of Whole accepts Wayne Potoroka RE: Request to Purchase as a time sensitive item pursuant to Section 7(1) of Bylaw #11-12 being the Council Proceedings Bylaw. Carried 3-0

CW19-14-02 Moved by Councillor Shore, seconded by Councillor Ayoub that the agenda for committee of the whole meeting #CW19-14 be accepted as amended. Carried 3-0

Mayor Potoroka rejoined council at 7:02 p.m. Deputy Mayor Johnson passed the chair to Mayor Potoroka.

Agenda Item: Delegations and Guests

a) Sarah Cooke and Anna Radzimirska RE: Cannabis Retail Licenses for the City of Dawson

Sarah Cooke and Anna Radzimirska were present to request the city cap cannabis retail licenses in the City of Dawson to one. The presentation included an overview of the reasons why they feel only one cannabis retail store should be allowed, which included

- One store can adequately supply the population of Dawson City.
- It is in the best interests of Dawson City for an ethical, engaged local entrepreneur to hold the license and not a faceless corporate entity from outside.
- Pricing and low profit margin due to restrictions and regulations.
- Product coming from the same supplier.
- High cost of license, fees, and operating costs. The costs are the same whether you have a population of 2300 or 35,000. In Vancouver there is 1 store per 11,000 people.
- Help ensure business is operated by a business owner that considers the impact on our town and the responsibility of distributing these products.
- Currently they are the only submission for Dawson City and it would save them and others the stress of opening a business that would otherwise struggle
- Allow them to focus efforts on a viable business

They are both moms, homeowners and active community members who have every intention of running the business in an ethical, respectful and discrete manner. In the event their application is successful the store will be located above the CIBC bank. They plan to petition YG to improve packaging and prices and intend on finding smaller, high quality suppliers which are inline with their values: organic, as little packaging as possible, and recyclable packaging. They hope to work with a local grower to bring in local products and support other aspects of the industry to improve the product, the environmental impact and the sustainability.

Mayor Potoroka declared conflict, passed the Chair to Deputy Mayor Johnson and stepped down from council at 7:12 p.m.

b) Wayne Potoroka RE: Request to Purchase

Wayne Potoroka was in attendance to present council with a history and overview of outstanding property issues, and to reiterate his longstanding request to purchase city land required to resolve some of the outstanding property issues.

Outstanding property issues include
- surface water draining onto septic field
- road encroaching onto property
- past approvals, old lot reconfigurations, and in complete development plans resulting in poor lot configuration and unsafe setbacks for his property
- geotechnically unstable ground
- city owned neighbouring property is rapidly becoming a sink hole which is compromising the lateral support of his property and foundation

The foundation needs to be built up and eleven to twelve feet would be the minimum amount of land required to accomplish the project. However, the road is also part of the request to ensure lateral stability of property and structure into the future.

Mayor Potoroka rejoined council at 7:47 p.m. Deputy Mayor Johnson passed the chair to Mayor Potoroka.

c) Jane Koepke, Groundswell Planning RE: Interim Report: Recreation Department Master Plan

Jane Koepke was in attendance to present council with the draft plan framework for the Parks & Recreation Master Plan and to discuss and gather feedback regarding:

- Vision
- Guiding Principles
- Roles of the City in fulfilling the vision
- Goals and Actions

Agenda Item: Business Arising from Delegations

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c) Jane Koepke, Groundswell Planning RE: Interim Report: Recreation Department Master Plan

Committee of Whole requested the matter be included as an agenda item for the May 13th council meeting.

Agenda Item: Adoption of the Minutes

a) Special Committee of Whole Meeting Minutes CW19-11 of April 09, 2019

CW19-14-03 Moved by Mayor Potoroka, seconded by Councillor Ayoub that the minutes of special committee of the whole meeting #CW19-11 of April 09, 2019 be accepted as presented. Carried 4-0

b) Special Committee of Whole Meeting Minutes CW19-12 of April 11, 2019

CW19-14-04 Moved by Mayor Potoroka, seconded by Councillor Shore that the minutes of special committee of the whole meeting #CW19-12 of April 11, 2019 be accepted as presented. Carried 4-0

c) Committee of Whole Meeting Minutes CW19-13 of April 15, 2019

CW19-14-05 Moved by Mayor Potoroka, seconded by Councillor Ayoub that the minutes of committee of the whole meeting #CW19-13 of April 15, 2019 be accepted as presented. Carried 4-0

Agenda Item: Special Meeting, Committee and Departmental Reports

a) Request for Direction RE: Subdivision Application #18-026 Request for Extension

CW19-14-06 Moved by Councillor Ayoub, seconded by Councillor Johnson that committee of the whole forwards the Request for Decision RE: Subdivision 18-026: Extension Request with a recommendation to approve. Carried 4-0

b) Request for Direction RE: RE: Subdivision Application 18-133: Lot 9 & 10 Block LE, Harper

CW19-14-07 Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole forwards the Request for Decision RE: Subdivision Application #18-133: Lots 9 and 10, Block LE, Harper Estate with a recommendation to approve subject to the conditions presented in report. Carried 4-0

Agenda Item: Correspondence

a) Senator Pat Duncan RE: National Health and Fitness Day

CW19-14-08 Moved by Mayor Potoroka, seconded by Councillor Ayoub that committee of the whole acknowledges receipt of the letter from Senator Pat Duncan and forwards a recommendation to council to proclaim Saturday June 1st as National Health and Fitness Day in the City of Dawson.
Carried 4-0

Agenda Item: In camera Session

CW19-14-09 Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole move into a closed session for the purposes of discussing legal and land related matters as authorized by section 213 (3) of the Municipal Act. Carried 4-0

CW19-14-10 Moved by Councillor Johnson, seconded by Councillor Shore that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 2-1

CW19-14-11 Moved by Councillor Johnson, seconded by Councillor Shore that committee of the whole extend meeting CW19-14 no longer than 30 mins. Carried 2-1

CW19-14-12 Moved by Councillor Johnson, seconded by Councillor Shore that committee of the whole reverts back to closed session of committee of the whole. Carried 3-0

CW19-14-13 Moved by Councillor Johnson, seconded by Councillor Ayoub that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 3-0

Agenda Item: Adjournment

CW19-14-14 Moved by Councillor Johnson, seconded by Councillor Shore that committee of the whole meeting CW19-14 be adjourned at 10:08 p.m. with the next regular meeting of committee of the whole being May 27, 2019. Carried 3-0

THE MINUTES OF COMMITTEE OF WHOLE MEETING CW19-14 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW19-15-04 AT COMMITTEE OF WHOLE MEETING CW19-15 OF MAY 27, 2019.

Original signed by:
Wayne Potoroka, Chair

Cory Bellmore, CAO

Sent: June 6, 2019 3:55 PM

Subject: City of Dawson Appreciation Day for Norma Tindall

Hello Wayne and Cory;

Our public librarian, Norma Tindall, will be resigning from the Dawson Community Library on June 29. Norma was our librarian for the past 10 years and was diligent in her work, cheerful providing information for public and school patrons, attending library board meetings and alerting the Board to issues of concern within the combined library.

The library will be holding an APPRECIATION DAY for her on June 20 from

12:00 pm - 6:00 pm. At 12:00 pm we will be presenting her with a gift from the Library Board on behalf of our ourselves and our patrons. We would be happy if the City of Dawson could declare Thursday, June 20 an Appreciation Day for Norma Tindall. It would also be great if someone from the City could be at the 12:00 presentation and be there to thank her for everything that she has done for the citizens of Dawson during the past two years.

Thanks, Betty Davidson

(vice-pres, and secretary for the Dawson Community Library)=