THE CITY OF DAWSON

COMMITTEE OF THE WHOLE MEETING #CW22-01 DATE: WEDNESDAY January 12, 2022 TIME: 7:00 PM LOCATION: Zoom Meeting https://us02web.zoom.us/j/81392625193?pwd=QnN3NXVzWGFzWSsvUzlyTDBiVnFYdz09 Meeting ID: 813 9262 5193



Passcode: 997294

1. CALL TO ORDER

2. ACCEPTANCE OF ADDENDUM & ADOPTION OF AGENDA

a) Committee of the Whole Meeting CW22-01

3. MINUTES

- a) Committee of the Whole Meeting Minutes CW21-30 of December 1, 2021
- b) Special Committee of the Whole Meeting Minutes CW21-31 of December 13, 2021

4. BUSINESS ARISING FROM MINUTES

- a) Committee of the Whole Meeting Minutes CW21-30 of December 1, 2021
- b) Special Committee of the Whole Meeting Minutes CW21-31 of December 13, 2021

5. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) Request for Direction: Request to Purchase Land: Section of ROW Adjacent to South ½ Lot 20, Block LA, Ladue Estate
- b) Information Report: 2022 Properties Subject to Tax Lien
- c) Request for Direction: Council Chambers IT
- d) Request for Direction: Vacant Land Tax Policy and Bylaw Amendment
- e) Request for Direction: City of Dawson and TH Municipal Services Agreement
- f) Request for Direction: LeFevre Land Sale Request

6. CORRESPONDENCE

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

7. PUBLIC QUESTIONS

8. ADJOURNMENT

MINUTES OF COMMITTEE OF THE WHOLE MEETING CW21-30 of the Council of the City of Dawson called for 7:00 PM on Wednesday, December 1, 2021, City of Dawson Council Chambers

PRESENT:	Mayor	William Kendrick
	Councillor	Elizabeth Archbold
	Councillor	Alexander Somerville
	Councillor	Partik Pikálek
	Councillor	Brennan Lister
REGRETS:		
ALSO PRESENT:	A/CAO	Paul Robitaille
	EA	Elizabeth Grenon
	CDO	Stephanie Pawluk
	CFO	Kim McMynn
Agenda Item: Call		

The Chair, Mayor Kendrick called the meeting to order at 7:01 p.m.

Agenda Item: Agenda

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

Agenda Item: Delegations & Guests

a) Yukon Government Lands Branch RE: Land Development

Ben Campbell from Yukon Government Lands Branch gave an overview of the Land Development Branch's role and the land development process.

Overview of Land Development Project Areas:

Area 1: Dome Road

- Proposed serviced residential neighbourhood with ~200 lots
- Current Stage: Master Plan and Pre-Design

Area 2: Dredge Pond II

- Proposed country residential neighbourhood
- Current Stage: Planning to commence Dec 2021 and be completed by spring 2022

Area 3: Commercial/Residential Site 1

- Potential 2-4 lot site- lots would be un-serviced
- Current Stage: City of Dawson to review new direction and potentially pursue OCP and Zoning Amendments

Area 4: Commercial/Residential Site 2

- Up to 22 serviced lot developments
- Current Stage: City of Dawson to review new direction and potentially pursue OCP and Zoning amendments

Area 5: Industrial Infill Site

- Raw land un-serviced industrial parcel- if subdivided the area could have ~4-8 new lots

- Current Stage: Project just received zoning amendment approval to M1 zoning

Area 6: North End Development

- 16 proposed serviced residential lots (including 2 lease lots)
- Current Stage: Construction tender documents prepared and 3rd party review of risk assessment near completion

Area 7: City-Owned Sites

- Various City-owned parcels, primarily in the historic townsite
- Next Steps: City of Dawson may consider future development of some or all lots and identify next steps and YG can provide support if needed

Area 8: Proposed Lagoon Site

- Potential complementary industrial lots near the potential lagoon site
- Next Steps: YG to coordinate internally on whether there is additional area for industrial lots after lagoon planning and design process

Area 9: Rabbit Creek Area

- Potential long-term future industrial area
- Next Steps: City of Dawson to provide direction on this area through the OCP before next steps

Area 10: YG Lots to be Released

- Four lots are being prepared for release- two in 2021 and two in 2022
- b) Stantec and Yukon Government Lands Branch RE: Dome Road Master Plan

Zoe Morrison and Gordon Lau from Stantec gave an overview of the project since it's start in the fall of last year. They explained the planning process, goals, "What We Heard" from the engagement sessions, housing options, concept plan considerations and costing. They presented their recommendations and rational for the layout options on each parcel (A, C, D/F).

Recommendations:

- Parcel A- Layout Option 2
- Parcel C- Layout Option 1
- Parcel D/F- Layout Option 1

Agenda Item: Business Arising from Delegations & Guests

b) Stantec and Yukon Government Lands Branch RE: Dome Road Master Plan

Council held discussion regarding the Dome Road Master Plan. It was felt that more information was needed before the higher level decisions could be made and that the matter should be brought forward to another meeting.

CW21-30-02 Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole meeting CW21-30 be extended not to exceed one hour. Carried 5-0

Agenda Item: Minutes

a) Special Committee of the Whole Meeting Minutes CW21-28 of November 3, 2021

- **CW21-30-03** Moved by Mayor Kendrick, seconded by Councillor Somerville that the minutes of Special Committee of the Whole meeting CW21-28 of November 3, 2021 be accepted as presented. Carried 5-0
 - b) Special Committee of the Whole Meeting Minutes CW21-29 of November 17, 2021
- **CW21-30-04** Moved by Councillor Somerville, seconded by Councillor Pikálek that the minutes of Special Committee of the Whole meeting CW21-29 of November 17, 2021 be accepted as presented. Carried 5-0

Agenda Item: Referrals from Prior Meetings

- a) Stephanie Newsome, Yukon News RE: Letter of Support Request
- Council decided that a support letter would be provided to Yukon News and asked administration to draft one for Council to review.
- b) Pat & Dianne Brooks RE: Goldrush Campground
- Council decided that Mayor Kendrick would draft a response letter and send it to the rest of Council for review.
- c) Minister Streicker RE: Notification of Clean Energy Act Engagement
- Council will send their comments to Mayor Kendrick

Agenda Item: Financial & Budget Reports

- a) Provisional Budget
- **CW21-30-05** Moved by Councillor Somerville, seconded by Councillor Pikálek that Committee of the Whole forward to Council with the recommendation to approve the 2022 Provisional Budget. Carried 5-0
 - One of the biggest changes in the budget was building capacity and the addition of new positions within the organization.
 - Vacant Land Tax is complicated by the fact that the Assessment Roll does not match the legal surveys. Lots are being grouped together in the Assessment Roll when they are actually surveyed as single lots and not consolidated lots. The City had reached out to YG Assessments regarding this issue but have not ever received a response from them.

Agenda Item: Special Meeting, Committee, and Departmental Reports

- a) Request for Decision: 2022 Council Meeting Dates
- **CW21-30-06** Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole recommends Council establish regular and optional meeting dates for Council and Committee of the Whole for 2022 as presented in Option 3. Carried 5-0

- b) Request for Decision: 2022 Deputy Mayor Appointments
- **CW21-30-07** Moved by Mayor Kendrick, seconded by Councillor Pikálek that Committee of Whole recommends Council make the following appointments for the 2022 calendar year with respect to the position of Deputy Mayor: Councillor Somerville for months January, February and March, Councillor Pikálek for the months April, May and June, Councillor Archbold for the months July, August and September, Councillor Lister for the month of October, November and December. Carried 5-0
 - c) Request for Decision: Klondike Visitor's Association & Association of Yukon Communities Appointments

Councillor Somerville declared a conflict of interest at 10:18 p.m.

CW21-30-08 Moved by Councillor Pikálek, seconded by Mayor Kendrick that Committee of the Whole review Council appointments for KVA & AYC and forwards the following recommendation to Council:

• Appoint Councillor Lister as Council's representative for the Klondike Visitors Association (KVA) Board for a one-year term.

 Reappoint Mayor Kendrick as Council's representative for the Association of Yukon Communities (AYC) Board for a one-year term.
 Carried 4-0

Council held discussion regarding Council members who may presently hold positions as board members of other organizations and if this would be considered a conflict. Council discussed whether Councillors should resign from their current positions on the other boards, committees, etc.

Councillor Somerville returned to the meeting at 10:30 p.m.

- d) Request for Decision: Recreation Board & Community Grants Committee Appointments
- **CW21-30-09** Moved by Mayor Kendrick, seconded by Councillor Pikálek that Committee of the Whole forward to Council to:

• reappoint Catherine McCrystal, Dawn Kisoun and Peter Menzies to the Recreation Board with a term expiring October 31, 2023

• reappoint Glenda Bolt to the Community Grants Committee with a term expiring October 31, 2023.

Carried 5-0

- e) Request for Decision: Volunteer Vouchers
- **CW21-30-10** Moved by Councillor Somerville, seconded by Councillor Pikálek that Committee of the Whole forward to Council to direct Administration to issue 50 Dawson Dollars to each member of the Recreation Board, Community Grants Committee, Dawson City Fire Department, and the City's representative on Klondike Development Organization, as per past practice. Carried 5-0
 - f) Information Report: Communication Position

Council discussed this position as possibly having NGO Liaison as part of their job description.

g) Information Report: City of Dawson Interim Recycling Plan

This item was added to the agenda so that it becomes a public document as it was previously discussed In Camera.

Agenda Item: Bylaws & Policies

- a) Official Community Plan Amendment No. 4 Bylaw (2021-14)-First Reading
- **CW21-30-11** Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole forward Bylaw 2021-14, being the Official Community Plan Amendment No. 4 Bylaw, to Council for First Reading. Carried 5-0
 - b) Zoning Bylaw Amendment No. 14 Bylaw (2021-15)- First Reading
- **CW21-30-12** Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole forward Bylaw 2021-15, being the Zoning Bylaw Amendment No. 14 Bylaw, to Council for First Reading. Carried 5-0

Agenda Item: Correspondence

CW21-30-13 Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole acknowledges receipt of correspondence from:

a) Heritage Advisory Committee Meeting Minutes 21-15, 21-16 & 21-17
b) Danny Dowhal, Chair, Dawson City Media Cooperative RE: Future of Community Television in Dawson City
c) Ruth White RE: Managing Our Present Environmental and Health Needs Without Adding New Ones
d) Media Design 11/12 Class, Robert Service School RE: Sponsorship
e) RCMP RE: Monthly Policing Report- October, provided for informational purposes. Carried 5-0

- Dawson City Media Cooperative: Council would like to set up a meeting with them.
- Ruth White: Councillor Lister will draft a response letter and send it to the rest of Council for review.
- Media Design 11/12 Class: Council decided they would provide sponsorship with an ad in the yearbook.

Agenda Item: Adjournment

CW21-30-14 Moved by Mayor Kendrick, seconded by Councillor Somerville that Committee of the Whole meeting CW21-30 be adjourned at 10:59 p.m. with the next regular meeting of Committee of the Whole being January 12, 2021. Carried 5-0

THE MINUTES OF COMMITTEE OF THE WHOLE MEETING CW21-30 WERE APPROVED BY COMMITTEE OF THE WHOLE RESOLUTION #CW22-01-02 AT COMMITTEE OF THE WHOLE MEETING CW22-01 OF JANUARY 12, 2021.

Mayor Kendrick, Chair

Paul Robitaille, A/CAO

MINUTES OF SPECIAL COMMITTEE OF THE WHOLE MEETING CW21-31 of the Council of the City of Dawson called for 7:00 PM on Monday, December 13, 2021, City of Dawson Council Chambers

PRESENT:	Mayor	William Kendrick	
	Councillor	Elizabeth Archbold	
	Councillor	Alex Somerville	
	Councillor	Patrik Pikálek	
	Councillor	Brennan Lister	
REGRETS:			
ALSO PRESENT:	CAO	Cory Bellmore	
	EA	Elizabeth Grenon	
	PWM	Jonathan Howe	

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

Agenda Item: Agenda

CW21-31-01 Moved by Mayor Kendrick, seconded by Councillor Somerville that the agenda for Special Committee of the Whole meeting CW21-31 be accepted as presented. Carried 5-0

Agenda Item: Delegations & Guests

a) Greenwood Engineering Solutions- Water Metering Update

Adam Greenwood gave an overview of the Water Metering Program Design:

- History of Water Metering in Dawson
- Overview of Water System
- Historical Water Use
 - Bleeder Flows in Dawson-Two types of bleeders:
 - o Municipal Bleeders- located at watermain dead-ends and at the start of sewer mains
 - Residential Bleeders- located at all services
- Objectives of Water Metering Program
 - Reduce residential per capita water use
 - o Charge customers based on actual consumption
 - Reduce power and operating costs
 - Understand unaccounted water use (i.e. leaks)
 - Understand bleeder water use
 - Collect water use data for future infrastructure (water and wastewater)
 - Simplify water rates
- Water Metering Program Considerations
 - Metering Technologies and Reading Approaches
 - Three types of reading approaches:
 - Touch Read
 - Automated Reading (AMR)-Walk-by or Drive-by Radio Head
 - Advanced Metering Infrastructure (AMI)-Fixed Network Radio/Cellular Read
- Estimated Costs

-

- Overview of Water Meter Rates Review
 - Common Rate Setting Principles:
 - Fairness and Equity
 - Conservation
 - Continuity

- Affordability
- Simplicity
- Three types of Water Meter Rates:
 - Fixed Charge Model (most common)
 - Fixed price for each unit of water
 - Consumer pays starting from first unit
 - Price to consumer increases uniformly with volume
 - Easy to understand
 - Promotes conservation
 - Good revenue stability
 - Inclining Block Model
 - Successively higher price through a set of usage "blocks"
 - Supports conservation
 - Highest revenue volatility
 - May lead to inequities if applied "across the board" to all customer classes
 - Not as easy for a consumer to understand
 - Minimum Charge Model
 - Similar to fixed charge but includes an allotment of water
 - Variable rate "kicks in" after allotment is exceeded
- Next Steps
 - Finalize Request for Proposal (RFP)
 - Initiate public engagement/consultation
 - Select meter manufacturer/installer via RFP
 - Install new meters/reading system
 - Revisit metering program after one year of operation
 - Update water rates bylaw

Agenda Item: Adjournment

CW21-31-02 Moved by Councillor Somerville, seconded by Mayor Kendrick that Special Committee of the Whole meeting CW21-31 be adjourned at 8:13 p.m. with the next regular meeting of Committee of the Whole being January 12, 2022. Carried 5-0

THE MINUTES OF SPECIAL COMMITTEE OF THE WHOLE MEETING CW21-31 WERE APPROVED BY COMMITTEE OF THE WHOLE RESOLUTION #CW22-01-04 AT COMMITTEE OF THE WHOLE MEETING CW22-01 OF JANUARY 12, 2021.

William Kendrick, Chair

Paul Robitaille, A/CAO





For Council Decision X For Council Direction

For Council Information

In Camera

SUBJECT:	Request to Purchase Land: Secti LA, Ladue Estate, Plan #8338A	on of ROW adjacent to South ½ Lot 20, Block
PREPARED BY:	Stephanie Pawluk, CDO Stephani McPhee, PDA	ATTACHMENTS: - September 14 th , 2021 email re.
DATE:	December 2, 2021	purchase request
RELEVANT BYL/ Official Communit Zoning Bylaw Sale of Municipal	-	

RECOMMENDATION

It is respectfully recommended that Committee of the Whole forward the decision to Council to deny the request to purchase a portion of York St. adjacent to Lot 20, Block LA, Ladue Estate, Plan #8338A at this time.

ISSUE

The Applicant has requested to purchase the City-owned section of York St. adjacent to Lot 20, Block LA, Ladue Estate, Plan #8338A to consolidate it with their Lot (South ½ of Lot 20, Block LA, Ladue Estate) in order to correct the noncompliant setback of the residence on the S ½ of Lot 20.

BACKGROUND SUMMARY

In July 2021, the Applicant, Duncan Spriggs, applied for a boundary adjustment. According to resolution #CW21-22-08, the subdivision application #21-076 was postponed until a time that a land sale was completed for a portion of York St. to be consolidated with Lot 20. The reason for the request is to correct an existing noncompliant setback on lot 20, where the existing structure is 6'6" from the exterior side parcel line, which is 3'6" smaller than the 10-foot requirement.





Figure 1 and 2: Map of Lot 20 with the requested land, and the existing non-compliant setback

Following this, the Applicant submitted a purchase request (attached) in September, 2021 for the Cityowned ROW adjacent to Lot 20. The request to purchase references the existing drainage ditch that exists along the portion of York St (see figure 3).



Figure 3. Drainage ditch on South portion of ROW

It has been found that many roads within the municipal boundary are untitled or titled to YG. This includes the York St. ROW which is not currently titled to the City. The precise reason for this issue is unclear; given the 1995 document under the Yukon Highways Act and Municipal Act, which transferred jurisdiction of all highways within the boundaries of the City of Dawson, other than the Klondike and Top of the World Highways, to the City. Therefore, there is a general understanding that the City should have title to all ROWs within the townsite; however, the City does not technically have title to this land at this time, which must be resolved prior to the passing of a Road Closure Bylaw and Land Sale Bylaw. Administration has requested that YG resolve this issue.

ANALYSIS / DISCUSSION

Sale of Municipal Lands Policy

This request is subject to the Sale of Municipal Lands Policy #2018-03. As per s. 4 of the Policy, this application was circulated to all department heads for review and comment to determine whether the land could be considered surplus. Public Works noted the following:

- It is important that the City retain enough of this land for drainage purposes (estimated 20 foot width at minimum).
- There is concern regarding the liability of selling land that is used for drainage.

This land may be considered "earmarked or under consideration for future use" by the municipality considering the following:

- The need for City drainage purposes;
- The possibility of the future use of this land as a residential infill lot for release;
- The possible use of this land to connect to 7th Ave (eg. use as a greenway pedestrian access to 7th Ave) (s. 4. B) ii. 1)).

Administration recommends that this land cannot be considered 'surplus' given the need of it for drainage purposes and the inability to confirm that the land is not "earmarked or under consideration for future use" at this time. It is possible that 3' 6" of the land (just enough to remedy the setback issue) may be considered surplus in the future once drainage, potential infill development and access decisions have been concluded.

S. 8(a) states that the section of ROW must be adjacent to the applicant's property, and that it must be consolidated with the adjacent lot. Therefore, consolidation would have to be a condition on the sale. Additionally, s. 8(a) of the Policy states that a land sale for a permanently closed roadway must be done in accordance with the Municipal Act, Zoning Bylaw, and Subdivision Bylaw. Therefore, should this sale proceed, a Road Closure Bylaw would have to be passed as a condition of sale.

S. 8(c) of the Policy recommends a purchase price for permanently closed roadways at \$1.00 per square foot.

Official Community Plan

Lot 20 is designated as Urban Residential (UR), and the requested ROW is not designated. Therefore, an OCP amendment would be required to designate the land Urban Residential (UR) to be consolidated with the adjacent property.

In the OCP, Section 6.0: Land Use Concept identifies the following applicable goals:

- Strive to use a highest and best use approach.
- Protect heritage resources.
- Reduce encroachment issues.

The implementation approaches include:

- Identify lands unsuitable for future development as Parks and Natural Space areas, which should be maintained in their natural state or used for passive recreation.
- Promote a compact development pattern to ensure existing infrastructure is used efficiently and preserve habitat and wilderness areas.
- Work to prevent and reduce encroachment issues, especially in residential areas.

Zoning

S ½ Lot 20 is zoned R1: single-detached/duplex residential and the requested ROW is currently not zoned. A ZBL amendment would be required to zone the section of land R1 to be consolidated with S ½ Lot 20.

There is an existing noncompliant setback on lot 20, as the existing structure is 6'6" from the exterior side parcel line, meanwhile, Table 11-1 of the Zoning Bylaw states that the minimum setback from the exterior side parcel line must be 10 feet. The setback is therefore 3'6" too small to be considered compliant.

Road Closure

The requested land is a legally open, but physically closed road right of way. Administration could not locate a road closure bylaw for this portion of ROW, and the Canada Lands Survey Map confirms that it remains a surveyed ROW (Figure 3). Should the sale proceed, the road would need to be legally closed prior to completion of the sale. In order for this to occur, the road must first be correctly titled to the City, as discussed above.



Figure 2 and 3: screenshot from GeoYukon & CLSS showing the active ROW

In summary, a potential land sale would require:

- Road Closure Bylaw
- Land Sale Bylaw
- OCP Amendment Bylaw
- Zoning Amendment Bylaw
- Land Sale Agreement
- •

Conclusion

Administration recommends that the sale of 3'6" of the requested land or the entirety of the requested land, not be entertained at this time for the following reasons:

• The land may be considered "earmarked or under consideration for future use" by the municipality and therefore cannot be deemed as surplus land.

OPTIONS

Council may:

- 1. Direct Administration to draft a Road Closure Bylaw and
 - a. Land Sale Bylaw that sells the entirety of the requested land, or
 - b. Land Sale Bylaw that sells a sufficient amount of the requested land to remedy the noncompliant setback on the S $\frac{1}{2}$ of Lot 20, Block LA, Ladue Estate.
- 2. Deny the request to purchase at this time.

APPRO\	APPROVAL				
NAME:	Cory Bellmore, CAO	SIGNATURE:			
DATE:	2022-01-06	(L'Bellmore			

From:	Duncan Spriggs
To:	CAO Dawson
Cc:	<u>PDA</u>
Subject:	Purchase of Roadway adjacent to S50' Lot 20 LA
Date:	September 14, 2021 3:55:05 PM

I would like to initiate the process of purchasing part of the section of York St. Adjacent to my house.

I would exclude the ditch area and grant the City an easement to access it, which has been necessary only once in the last forty years.

This would involve the purchase of a strip of land about 35' wide and 100' long.

Could you let me know what is required.

Duncan Spriggs





Council Decision For Council

For Council Direction x

For Council Information

In Camera

AGENDA ITEM:	Tax Lien Summary: TL1				
PREPARED BY:	Kim McMynn Chief Financial Officer (CFO)	ATTACHMENTS:			
DATE:	January 5, 2022	List of Properties Subject to Tax Lien			
	AWS / POLICY / LEGISLATION: the Yukon Territory Assessment and ATA)	Schedule II			

ISSUE / PURPOSE

To submit the list of properties subject to Tax Lien as per s 83(1) of the ATA and direct Management to provide notification to the title holder that the City of Dawson will be proceeding with steps to initiate a tax lien on the properties listed.

BACKGOUND SUMMARY

Under S. 83(1) of the ATA, the CFO is required to submit a list of properties with tax arrears to Council in order to initiate the Tax Lien Procedure. This is the first step in the process to initiate tax liens to recover unpaid taxes.

ANALYSIS / DISCUSSION

In the attached Schedule II, there are nine (9) properties totalling \$21,066.02 as at December 31, 2021. Excluded from this list are balances that are being addressed through payment plans or are under review.

Next steps: Authentication by Council of the list of properties subject to Tax Lien by affixing the seal of the City of Dawson as per S. 83(5) of the Yukon Territory Assessment and Taxation Act (ATA). Publication of the list in a local newspaper and at the City Office and Post Office. Sixty days after publication, liens may be filed. As a result of a lien placed on a property, the property may be seized by the City if the taxes are not paid.

APPROVAL				
NAME:	Cory Bellmore, CAO	SIGNATURE:		
DATE:	2022-01-06	(HBellmore		

O.I.C 1988/88

SCHEDULE II YUKON TERRITORY ASSESSMENT AND TAXATION ACT SECTION 83(1) FORM TL1 PROPERTIES SUBJECT TO TAX LIEN

City of Dawson

				Legal Description				Arrears of property tax		
Roll #	Title Holder	Location	Lot	Block	Estate	Certificate of Title	Тах	Penalty	Interest	Balance Owing
D7502031071070	Narozny, Frank	Dawson City	1071		Klondike Highway	99Y099	2,400.00	240.00	45.55	2,685.55
D7602031058290	Thorman Drilling	Dawson City	1058-2		Dome Road	2019Y1347	720.00	72.00	5.95	797.95
D7700004000000	Shatilla, Steven	Dawson City	40		Dome Road Subdivision	2013Y0965	674.62	247.96	11.47	934.05
D8100080119020	Ball, Nicholas & Baptiste, Jacob	Dawson City	19&20	HA	Harper Estate	2010Y1156A	2,268.20	326.82	41.49	2,636.51
D8200000118000	Villacci, Giuseppe	Dawson City	18	A	Ladue	2006Y0794	1,837.24	183.72	12.67	2,033.63
D8200001409060	Gerstenfeld, Solomon	Dawson City	9	N	Ladue Estate	149SS	1,019.78	101.98	10.26	1,132.02
D8200002517030	Lewthwaite, Rhea	Dawson City	17	Y	Ladue Estate	2017Y1188	1,768.26	176.83	14.63	1,959.72
D8200120818090	Millar, David	Dawson City	18-19	LH	Ladue Estate	94Y1091	2,400.00	240.00	52.07	2,692.07
D9002030020020	Narozny, Frank	Dawson City	20		Dredge Pond-Eureka Drive	2012Y0869	5,541.28	554.13	99.11	6,194.52

Dated this 5th day of January, 2022

Kim McMynn

Collector of Taxes Chief Financial Officer City of Dawson





For Council E	Decision	For Council Direction	For Council Information
X For Clarification			IN CAMERA
AGENDA ITEM:	Council C	Chambers IT Budget 2022	
PREPARED BY:	Kim McM	lynn	ATTACHMENTS:
DATE: January 6, 2022			
	Operating B	ICY / LEGISLATION: Budget and Capital aw	

ISSUE / PURPOSE

Council has requested Administration budget for IT equipment to better serve the public in viewing, participating and/or listening to proceedings held in public Council sessions. The 2022 Operating and Capital budget is currently in progress and Administration requests direction on Council Chambers IT requirements for 2022.

BACKGROUND SUMMARY

During 2020 and 2021, primarily as a result of implementing Covid protocols, many of Council meetings, Committee of the Whole meetings, presentations and Town Halls were held with limited access to the public. The means of communication with the public was primarily limited to the broadcast on local radio and television. As the year progressed, Zoom meetings were introduced, but on a limited basis. Often the quality of these communications was poor or did not work effectively.

In the 2021 Operating and Capital Budget, funds were budgeted for improvements to Council Chambers and work began. Further work is required, and with a new council, Administration would like to revisit suggestions, requests and direction on proceeding with IT improvements.

The City has been working with the Local Radio Station and Community Channel as these are a popular form of engagement with our public, but often technology/equipment issues arise.

ANALYSIS / DISCUSSION

The following upgrades have been made or are nearing completion:

- 1) Purchase and implementation of a meeting camera ("OWL") for Zoom meetings
- 2) Upgrade to fibre optic cable
- 3) Upgrade to Council Chamber laptop
- 4) Laptops for Council members
- 5) Live streaming of council meetings on the City of Dawson website

The following upgrades are being considered:

- 1) New cameras installed for the Dawson City Cable Community Channel
- 2) New microphones for Local Radio Station
- Discussions with Northwestel for equipment/installation requirements in order to broadcast on their Community Cable Channel

RECOMMENDATION

Administration requests Council provide comments and suggestions for any other improvements they would like administration to pursue, that would enhance virtual meetings and improve communication to the public in Council Chambers.

APPROVAL				
NAME:	Cory Bellmore, CAO	GENATURE CHBellmore		
DATE:	2022-01-07	SIGNATURE:		





For Council Decision	Х	For Council Direction
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For Council Information

In Camera

AGENDA ITEM:	Vacant Land Tax Policy and Bylaw Amendment	
PREPARED BY:	Kim McMynn	ATTACHMENTS:
DATE:	January 5, 2022	
RELEVANT BYL	AWS / POLICY / LEGISLATION:	
 Taxation Bylaw 		
 Procurement Policy 		

ISSUE / PURPOSE

A council priority is the preparation of Levy Options for Vacant Lands in the City of Dawson.

BACKGROUND SUMMARY

Council has indicated that they would like to encourage development of vacant lots. Although the City of Dawson initiated the Development Incentive Program, further steps are needed to encourage development of vacant lots. One of the methods implemented successfully in other Canadian municipalities is the adoption of Taxation of Vacant Lands Policy, along with a Tax levy Bylaw amendment.

Administration initially prepared a listing of vacant properties using the current Assessment Roll. The list consisted of properties that have no assessed value for improvements. Upon inspection of the list, several observations were made:

- 1) Land that has a greenhouse, landscaping, deck, or other non-permanent structure will not have an assessed improvement value, but may not be available for development as it is currently in use.
- 2) Land that has an encroachment may not be available for development, until such encroachment is addressed.
- 3) Severely neglected or derelict structures may not have a listed improvement value. Removal of these structures for land development may be cost prohibitive for the owner or development permit denied. This may also be impacted by structures listed on the historic sites inventory.
- 4) Some vacant lots are titled separately but included as a consolidated property for assessment purposes and therefore do not appear on the assessment roll individually with no improvement value.
- 5) Some vacant lots are adjoining a residence and the owner is using the vacant lot for food production.

ANALYSIS / DISCUSSION

Administration is seeking clarification from council on aspects of vacant property for the creation of a Taxation of Vacant Lands Policy for Dawson City.

- 1) Which properties are applicable
- 2) Length of time the property has been vacant
- 3) Whether to apply to both residential and commercial lots
- 4) Will this be applied to all properties in the Municipal Boundaries or limited to the Historic Townsite
- 5) Excluded properties
- 6) Vacant land Tax rate
- 7) Determination of vacant status (based on improvement value)
- 8) Appeal process

Due to some of the complexities and nuances in the title, zoning and assessment of City of Dawson properties, information needs to be gathered to ensure that the process is fair and equitable, while considering the unique historical aspects of the City. Administration requires direction and suggestions on the following

Scope of analysis of each vacant property. What information needs to be gathered:

- a. Current zoning and size of lots
- b. Specific definition and examples of integrated use judgement should not be a factor
- c. Types of structures (if any), and/or improvements on the property
- d. Encroachments
- e. Historic significance
- f. Access to City services (water and sewer)
- g. Length of time land has been vacant
- h. Status of any current development permits
- i. Other _____
- 2) Vacant land consolidated for assessment purposes
 - a. Number of lots
 - b. Types of structures/improvements on the vacant lots
 - c. Location of the main residence (if any)
 - d. Location of integrated lots enjoyed by improved primary property
 - e. Items c), d), e) and f) above?
 - f. Other

RECOMMENDATION

Pursuant to directions, suggestions and comments from Council, Administration will move forward with completing a Scope of Work for Vacant Land information gathering and preparing a Vacant Land Tax policy for the City of Dawson for council consideration.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:	2022-01-07	KBellmore





cil Decision X For Council Direction

For Council Information

In Camera

AGENDA ITEM:	Tr'ondëk Hwëch'in Municipal Services agreement	
PREPARED BY:	Cory Bellmore	ATTACHMENTS: – CoD – TH Final Draft MSA
DATE:	2022-01-07	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

ISSUE / PURPOSE

Administration has been working towards finalizing the Municipal Services Agreement with Tr'ondëk Hwëch'in (TH)for municipal services at the Tr'ondëk Subdivision.

BACKGOUND SUMMARY

The City of Dawson and TH have an existing Municipal Services Agreement that has aged out and further phases of the neighborhood have been completed.

The attached MSA has been updated and circulated by legal counsel from both the City of Dawson and TH and this final draft has been sent to TH for final approval.

ANALYSIS / DISCUSSION

Administration would like any final comments prior to providing to council for final approval and then to Joint Council with TH for joint signing.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:	2022-01-07	KBellmore

MUNICIPAL SERVICES AGREEMENT

This Municipal Services Agreement ("MSA") made this _____, 2022

Between:

Tr'ondëk Hwëch'in Government, a Yukon First Nation ("TH")

and

City of Dawson, a municipal corporation pursuant to the provisions of the *Municipal Act* (the "City")

Whereas

- A. TH is the legal and beneficial owner of certain land situated within the boundaries of the City;
- B. As it is in the best interests of both governments to ensure the efficient and cost-effective delivery of municipal services, the City and TH desire to enter into this Municipal Services Agreement ("MSA") respecting the provision of municipal services to the Lands (as defined below); and
- C. TH will allow the City unimpeded access to the Lands for the purpose of providing, operating and maintaining the Services (as defined below) in accordance with this MSA.

TH and the City agree as follows:

Definitions

- 1. Throughout this MSA, the words and phrases set forth hereunder shall have the following meanings:
 - (a) "Category B Settlement Lands" as described in the Tr'ondëk Hwëch'in Self-Government Agreement Appendices;
 - (b) "City Personnel" means the City's officials, officers, employees, agents, contractors, licensees, permittees, nominees and delegates;
 - (c) "Fee Simple Settlement Lands" as described in the Tr'ondëk Hwëch'in Self-

Government Agreement Appendices;

- (d) "Lands" means the land owned by TH within the City and identified as parcels C-4
 B/D and C-86 F/SD, in the Tr'ondëk Hwëch'in Self-Government Agreement,
 Appendix "A", under the heading Settlement Land Descriptions of the Tr'ondëk
 Hwëch'in;
- (e) "Phase 1" means the first phase of the C-4B/D development;
- (f) "Phase 2" means the second phase of C-4B/D development that is detailed in the Associated Engineering (B.C.) Ltd drawings (see Appendix 1 attached hereto);
- (g) "Services" means garbage collection, fire protection, all season road maintenance, emergency services, street lighting, bylaw enforcement, water and sewer services including normal maintenance thereto; and may include the addition of Cable TV and Internet services where a separate or addendum to this MSA is negotiated; and
- (h) "Works" means the improvements and works necessary for the City to provide the Services, including, but not limited to surface and underground storm sewer and drainage works, water main works, sanitary sewer and associated infrastructure, street lighting, and underground wiring.

Term

2. The term of this MSA shall commence upon the ______, 20___, and remain in effect until such time as it is either amended or terminated in accordance with the provisions in sections 16 or 18 hereof.

Supply of Municipal Services

- 3. Except as is otherwise provided for herein, the City agrees to provide the Services to the Lands and the occupants of the Lands, commencing <u>*******</u>, at the same level as the Services are provided to similarly zoned lands in a similar state of development within the City, provided however, that the Services shall specifically exclude those services provided by other levels of government.
- 4. TH agrees to engineer and construct all Works on the Lands in accordance with current City servicing standards to be compatible with operation of the City's existing infrastructure, only after receiving consent from the City to do so. The consent of the City will not be unreasonably withheld, based on factors including, and without limiting the generality of the City's discretion, City infrastructure capacity and life and current and anticipated planned development in the City.

Infrastructure Operation & Maintenance

5. Except as set out in this section 5, the City shall be responsible for all operation and maintenance costs and expenses in relation to the Works and the Services provided to the same extent that it is responsible for such costs and expenses on similarly zoned lands elsewhere throughout the City.

Liability for Supply of Services

- 6. The City shall be entitled to the benefit of all defenses which would have otherwise been available to it, with respect to the provision or interruption of the Services, as if similar services had been provided by the City to persons within its municipal boundaries other than TH or the occupiers of any part of the Lands, and the City shall have no greater liability or obligation with respect to the supply of Services to the Lands than it has to owners and occupiers of other land in the City for the provision of services similar to the Services (the "City Liability Limit").
- 7. TH hereby releases and discharges the City and City Personnel, and covenants and agrees to indemnify and save harmless the City and City Personnel, from and against all damages, losses, costs, actions, causes of action, claims, demands, liens, liabilities, expenses, indirect or consequential damages whatsoever (the "Losses") which may arise or accrue to TH or any other person against the City or City Personnel or which the City or City Personnel may suffer, incur or be put to arising out of:

(a) the City or City Personnel: (i) inspecting the Works; (ii) providing any Service; (iii) performing any work in accordance with the terms of this MSA or requiring TH to perform any work pursuant to this MSA; or (iv) exercising any of the City's rights pursuant to any easement or statutory right of way that may be implied or granted to the City pursuant to this MSA or by law;

Provided that if the Losses are the result of, or relate in any way to the negligent acts or omissions or willful misconduct on the part of the City or any City Personnel, only to the extent that the Losses are less than or equal to the City Liability Limit; or

- (c) any negligent act or omission or willful misconduct of TH or any of its contractors, subcontractors, employees, agents, licensees, invitees and permittees in connection with the exercise of the obligations and responsibilities of TH under this MSA, including without limiting the generality of the foregoing, the design, construction, maintenance and/or replacement of the Works by TH or its servants, agents, contractors or subcontractors; or
- (d) any default in the due observance or performance of the obligations or responsibilities of TH under this MSA; or
- (e) any misrepresentation by TH made in or pursuant to this MSA.

The releases and indemnities in this section 7 shall remain in full force and effect and survive the issuance by the City of a Certificate of Acceptability and shall survive the termination, release or modification of this MSA.

Taxation

8. For those of the Lands that are Category B Settlement Lands, the City shall charge TH, and TH shall pay to the City, an amount equal to the taxes and other municipal charges that would be payable if the Lands and improvements thereon were not exempt from property taxes.

For those of the Lands that are Fee Simple Settlement Lands, the City shall charge TH and TH shall pay property taxes and other municipal charges in accordance with the laws of general application.

Any residence that is occupied as a personal residence on the Lands, and which otherwise meets the criteria, shall be deemed owner-occupied for the purposes of any grant programs

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created by City bylaw and available from time to time to homeowners. TH and the City shall make best efforts to lobby Yukon Government and the Government of Canada to have the rules and administration applicable to programs created by their legislation amended accordingly.

Consideration and Payment for Services

9. Subject to section 10 hereof, where the provision of specific Services or maintenance of the Works are paid by direct charge to individual property owners, rather than through the levy of property taxes, TH shall pay such direct charges when invoiced by the City in accordance with the relevant City bylaws regarding charges and levies. These charges include, but are not limited to, fire protection, load capacity charges, public works service calls, and quarterly bills concerning water, sewage, or waste management.

Further, the City and TH agree to have property and infrastructure-related charges charged directly to sub-lessees of TH occupying the Lands. TH will notify the City in writing when lots on the Lands are leased to TH citizens for private homeownership. The City will thereafter directly invoice leaseholders for services related to their lots. Notwithstanding direct invoicing by the City to leaseholders, TH shall indemnify the City for the amount of such invoices, in the event that the leaseholders do not pay to the City such charges within six months of invoicing by the City.

Direct Charge Services

10. The amount TH will pay the City shall <u>not</u> cover charges for services which are normally invoiced by the City directly to the consumer of such services including, without limitation, bylaw enforcement, recreational programming and fines resulting from bylaw violations ("Direct Charges"). Direct Charges shall be paid for by the occupant or individual to whom such services are provided or who receive notification to pay a fine, in the same manner as any other person within the municipality, including, where required by law, the remittance of any and all taxes imposed by Federal or Yukon Government legislation in relation to the provision of services or the payment of a fine. Direct Charges do not include costs incurred by the City pursuant to any of its bylaws, or any Federal or Yukon Government legislation to remedy a public health, hazardous or unsafe condition on or in relation to any of the Lands.

Capital Replacement

11. On acceptance after the warranty period, the installed Works will be treated as part of the City's infrastructure and be subject to the same policies and financing agreements for capital replacement as all other City infrastructure.

Improvements & Upgrades Beyond Minimum Level of Service Standards

- **12.** TH acknowledges and agrees that:
- (a) The minimum infrastructure construction and level of service standards for the Works are established by the City. These standards are uniform and applicable for all infrastructure development within the City.
- (b) Should TH wish to raise such standards within the Lands, or make additional Improvements that will have future operations and maintenance or capital replacement implications for the City, it will provide detailed drawings of the proposed Improvements for review and approval by the City.
- (c) The City at its discretion may agree to accept, reject or place conditions on the construction of the Improvements proposed. If Improvements are made without consent, the City shall not be responsible for the provision of any additional Services or, with respect to the Improvements, their subsequent maintenance, repair and replacement at the end of their service life.
- (d) For the purposes of this section, "Improvements" include but are not limited to modifying the Works, by, among other things, adjusting the spacing of streetlights, adding curbs, gutters and sidewalks, requesting additional water and sewer service connections, applying asphalt pavement or BST surfacing of roads, undertaking additional landscaping within road rights-of-way.

Activating Water and Sewer Lines

- 13. The Works in any future Phase on the Lands shall not be considered accepted by the City until:
- (a) At or about the time of completion of the Works, TH submits a request for a Certificate of Acceptability for the Works to the City, who will, activate and operate the Works for such period as the City deems necessary (the "Maintenance Period"), at the end of which it shall either deliver to TH a certificate confirming that the City has accepted the Works (the

"Certificate of Acceptability") or, if TH has not, in the City's determination, complied with its obligations set out in section 4 of this MSA, the City will deliver to TH a maintenance period deficiency list (the "Maintenance Period Deficiency List") and the Works will not be accepted until such time as the deficiencies on the Maintenance Period Deficiency List are remedied to the City's satisfaction. Until the deficiencies on the Maintenance Period Deficiency List are remedied to the City's satisfaction, the terms and conditions of this section shall, *mutatis mutandis*, continue to apply and the City may deactivate the Works.

- (b) TH provides the City with all as-built, stamped, engineering and survey drawings and plans related to the Works and the City has provided written confirmation to TH that it is satisfied with such drawings and plans;
- (c) TH and the City have entered into an easement agreement for the Lands, in a form satisfactory to both parties, which allows the City access for the purposes of providing and maintaining the Services; and
- (d) TH agrees that activation of water and sewer lines shall be done by the City in consultation with TH's engineers and contractors responsible for the activation of water and sewer lines. The City shall not do so without providing reasonable notice to TH and their staff so they are present to assist and observe activation.

TH agrees that the City's issuance of a Certificate of Acceptability for the Works does not constitute a certification by or on behalf of the City that the Works have been completed in the manner set out in this MSA and, notwithstanding the issuance of a Certificate of Acceptability for the Works, TH remains obligated for the design, installation and maintenance of the Works in compliance with this MSA. TH agrees that TH relies exclusively on TH's Engineers and TH's contractors, and that the City does not, by its approvals, inspections or issuance of a Certificate of Acceptability for the Works, warrant or represent that the Works are without fault or defect and that all approvals and inspection of the Works given or made by the City are for the sole benefit of the City.

At the time of signing the present Municipal Services Agreement, TH has satisfied the City's requirements and the water and sewage lines on the Lands have been activated for Phase I and II

Bleeders and Meters

14. The City shall make water meters and fixed orifice bleeding devices available to TH on the

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same basis as such meters and bleeders are made available to the owners of property within the City.

Joint Meetings of Council

15. The City and TH acknowledge and agree that to successfully fulfill their respective mandates, it is essential that they work together in a spirit of cooperation, and maintain an open and ongoing dialogue with respect to their various inter-relationships. Towards this end, the City and TH agree that their respective Councils shall hold a joint meeting as soon as is practicable in each year during the currency of this MSA, and so often thereafter as may be necessary or desirable, with a view to ensuring the harmonious operation of this MSA, and the resolution of such issues as may arise.

Assumption of Responsibility for Services

16. TH may assume the responsibility for any of the Services provided to the Lands. Prior to so doing, TH and the City shall negotiate an agreement for the provision of such services, in accordance with the Tr'ondëk Hwëch'in Final Agreement and the Tr'ondëk Hwëch'in Self Government Agreement.

Payments

17. Any amounts of money owing under this Agreement by TH to the City shall be paid to the City within thirty (30) days following delivery by the City to TH of a written invoice for payment. Any overdue amounts will be considered to be in arrears and will be subject to a (10%) penalty charge plus an additional monthly interest charge based on the Bank of Canada annual prime business interest rate, calculated monthly not in advance, from the date due until such amounts are paid.

Default

18. Either party has the right to terminate this Agreement in event of default by the other party, provided that the party shall be given ninety (90) days' notice to rectify the identified breach before termination of this MSA is effective. In the event the party either rectifies the breach, or takes steps so as the breach will be rectified, such termination notice will be considered of no further force or effect and this MSA shall continue.

Emergencies

19. In the event of an emergency or apprehended emergency occasioned by any breach by TH (or any of TH's contractors or subcontractors) of any of TH's obligations under this MSA the City may, but without obligation to do so, immediately remedy the default and thereafter shall notify TH as soon as reasonably possible of the occurrence. TH shall pay to the City all costs incurred by the City in remedying the default, which costs will include all interest and other amounts paid by the City in obtaining the funds necessary to remedy the default plus the City's normal overhead charges.

Arbitration

20. In the event of any dispute with regard to the interpretation or enforcement of this MSA, the matter shall be referred to binding arbitration to be conducted by a single arbitrator in accordance with the *Arbitration Act*, with such arbitration to take place in the City of Dawson, Yukon. The decision of any arbitrator conducting arbitration pursuant to this MSA shall be final and binding and have the same force and effect as a final judgment in a court of competent jurisdiction. If either party fails to abide by the decision or award of the arbitrator, then the opposing party shall have the right to apply to the appropriate court or courts to obtain an order compelling the enforcement of the decision or award of the arbitrator. The expense of the arbitration shall be borne equally by the City and TH. The provisions of this section shall be deemed to be a submission to arbitration within the provisions of the *Arbitration Act* except that any limitation on the remuneration of the arbitrator imposed by such legislation shall not be applicable.

Notices

21. Any notice given or required to be given under this MSA shall be in writing and shall be deemed to have been given when mailed by registered mail, postage prepared to the other party at the address stated below or at the latest changed address given by the party to be notified as hereinafter specified:

Tr'ondëk Hwëch'in Government Box 599, Dawson City, Yukon YOB 1G0 Attention: Housing and Infrastructure Director

City of Dawson Box 308, Dawson City, Yukon YOB 1G0 Attention: Public Works Superintendent

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Either party may, at any time, change its address for the above purpose by mailing, as aforesaid, a notice stating the change and setting forth a new address.

Reasonable Assurances

22. The parties hereto shall at all times and upon every reasonable request provide all further assurances and do all such further things as are necessary for the purpose of giving full effect to the covenants and provisions contained in this MSA.

No Fettering and No Derogation

23. Nothing contained or implied in this MSA shall fetter in any way the discretion of the City, City Council, TH or Chief and Council. Further, nothing contained or implied in this MSA will derogate from the obligations of the parties hereto under any other agreement between them or, if either party so elects, prejudice or affect the electing party's rights, powers, duties or obligations in the exercise of its functions pursuant to all public and private statutes, bylaws, orders and regulations, and the rights, powers, duties and obligations under all public and private statutes, by-laws, orders and regulations, which may be as fully and effectively exercised in relation to the Lands as if this MSA had not been executed and delivered by the parties.

No Waiver and Remedies Cumulative

24. The parties acknowledge and agree that no failure on the part of either party to exercise and no delay in exercising any right under this MSA will operate as a waiver thereof nor will any single or partial exercise by either party of any right under this MSA preclude any other or future exercise thereof or the exercise of any other right. The remedies in this MSA provided will be cumulative and not exclusive of any other remedies provided by law and all remedies stipulated for either party in this MSA will be deemed to be in addition to and not restrictive of the remedies of either party to this MSA at law or in equity.

Time is of the Essence

25. Time is of the essence of this MSA.

Entire Agreement

26. This MSA represents the entire agreement between the City and TH regarding the matters set out in this MSA, and supersedes all prior agreements, letters of intent or understandings about

those matters.

IN WITNESS WHEREOF the City of Dawson and the Tr'ondëk Hwëch'in Government have executed this agreement by their duly authorized representative.



Report to Council



For Council Decision X For Council Direction

For Council Information

In Camera

SUBJECT:	Request to Purchase Land: 21 vacant, municipal-owned lots along 7th Avenue	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: Oct 13, 2021 letter re. purchase
DATE:	January 5, 2021	request
RELEVANT BYLAWS / POLICY / LEGISLATION: Official Community Plan Zoning Bylaw Sale of Municipal Lands Policy		 Map provided by the Applicant YG LDB 7th Ave. Potential Development Study Area map

RECOMMENDATION

That Committee of the Whole Deny this request and add this development area to the future Council Priorities list.

ISSUE

The applicant has requested to purchase and develop 21 vacant, municipal-owned lots on 7th Avenue plus the adjacent section of York and Duke St.

BACKGROUND SUMMARY

The Applicant, LeFevre & Company Property Agents Ltd. submitted a purchase request (attached) in October 2021 for 21 City-owned lots with the intent to service and develop them.



Figure 1: Map of requested land, as provided by the Applicant

In collaboration with the City, YG created a vacant lots inventory map of YG and City-owned property. The suitability is solely based off of slope. In this study, vacant lots were broken down into the following categories: suitable, potential, and not suitable. Lots 11-17, Block LA, Ladue are all 'suitable' for development. The remainder of the lots were not included in this map; Administration inquired as to the reason they have not been included as vacant lots in this study, but the reason is unclear. The requested land has been discussed by Council in 2021 as part of a conversation about working to sell vacant City-owned lots. Council indicated interest in potentially pursuing the servicing and release of lots along 7th Ave. and YG LDB provided a map displaying the potential study area for lot development (attached).



Sale of Municipal Lands Policy

This request is subject to the Sale of Municipal Lands Policy #2018-03. As per s. 4 of the Policy, this application has been circulated to all Department Heads for review and comment to determine whether the land can be considered surplus. Comments were received from Protective Services regarding the concern over the sale of the extensions of York and Duke St. which would prevent future access to potential future development areas to the east.

Public Works provided the following comments:

Fire Flows

Pressure out of a hydrant is required to be 50PSI at approximately 1500gpm. There is a concern about the feasibility of maintaining this requirement with the line extension that would be required for this development. This is already in question in some areas due to head pressure (loss due to elevation). There is concern that this development could exacerbate the problem. This matter should be addressed by YG.

Glaciation and Runoff

The slope that the proposed development exists on takes an enormous amount of water from the Dome hillside in the Spring. Since the development of the lots above the cemetery, the traditional glacier that was directed down Harper St. has migrated to the North in an unpredictable fashion. This groundwater tends to "perch" on permafrost and creates large ice forms forced up to the surface, which could dramatically affect structures if not properly addressed before development. Public Works is concerned about the impacts of the glacier and runoff on the proposed properties, including foundations etc. Considering potential liability issues, Public Works recommends that significant geotechnical work be conducted and that the hydrology of the native material be properly understood prior to consideration of the development of this land. Administration recommends that advice be sought on liability regarding this matter.

Parking

There is concern about the rerouting and widening of the road that would be required. The standard width for avenues is 66'; however, what currently exists on the ground is narrow and does not reflect the surveyed ROW. The feasibility of rerouting and widening the ROW to bring it up to standard is unknown. There is also concern that the slope of these potential lots will not be able to accommodate on-site parking. Considering the proposed number of lots, it is important that off-street parking is accommodated.

Broad Development Concerns

This comment is not explicitly linked to this proposed development, but relates in the broader spectrum of considering any new land development in the municipality.

"We live in a closed system with finite water and sewer infrastructure and availability. Each addition of service adds demand to the system. Do we have the capacity to be continually onboarding new services without a systematic analysis of what our current infrastructure can supply? In my [Public Works Manager's] opinion, we need to assess what our treatment system, wells and aquifer can maintain as well as future concerns of sewage treatment capacity before we begin to create large scale developments. This is not to suggest the 7th Ave project would "break us" but this is certainly a factor we need to be cognizant of and recognize in future development."

Given the significant concerns regarding fire flows and glaciation and runoff, Public Works does not support the land being deemed surplus at this time.

"A lot being considered for disposition must first be deemed a surplus lot through consultation with all City of Dawson departments." Based on these concerns, **it has not been determined that this land can be deemed as surplus by Administration.**

S. 4 states that "unserviced full lots may be released for disposition in the sole discretion of Council." The requested full lots are unserviced. Council may consider this land to be "earmarked or under consideration for future use" by the municipality depending on Council's direction on whether development of vacant City-owned lots is to be undertaken by the municipality or private development (s. 4. B) ii. 1)).

S. 6. A) states:

"Full lots, including lots in new subdivisions, shall only be sold under an Agreement for Sale that ensures development of the lot within a specified period of time with a permitted use for that zone as per the Zoning By-Law in effect at the time of disposition."

Therefore, prior to future development or sale of this land, a ZBL and OCP amendment is required

The requested land includes the legally open, but physically closed York St. and Duke St. (circled in blue). The portion of 7th Ave North of Duke is physically closed, but legally open. A Road Closure Bylaw is required.



Figure 3 and 4: screenshot from GeoYukon & CLSS showing the active ROW



Figure 5, 6, and 7: Corner of 7th Ave and Duke St., ROW is currently used as the 9th Ave. trail entrance

Conclusion

Through preliminary assessment of this request and the applicable City policy and bylaws, private development of this land would require:

- Potential title transfer to the City
- Geotechnical and Hydrological assessments
- Legal Review of liability
- Land Sale Bylaw
- OCP Amendment Bylaw
- Zoning Amendment Bylaw
- Road Closure Bylaw
- Land Tender
- Land Sale/ Development Agreement

Administration recommends that this land sale not be entertained at this time for the following reasons:

- There are unknown geotechnical, hydrological, and infrastructural concerns that require investigation;
- The development of this land has not been identified in the strategic priority list meaning Administrative capacity does not currently exist to undertake this work;
- It has not been determined that this land can be deemed as surplus by Administration.

OPTIONS

Council may:

- 1. Add this development area to the Council priority list and pursue private development of these lots (requires change to council priorities)
- 2. Add this development area to the Council priority list and pursue City-development of these lots. (requires change to council priorities)
- 3. Deny this request and add the development area to future Council Priorities list.
- 4. Deny this request and not prioritize or pursue development of these lots at this time.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:	2022-01-07	KBellmore


Dawson City Development Office Stephanie Pawluk, Community Development and Planning Officer 1336 Front St, Dawson City, YT Y0B 1G0 867-993-7400 Ext. 414 cdo@cityofdawson.ca

2021, October 13

RE: Vacant Municipal Lands – 7th Ave, Dawson City – Denoted in Blue on the attached plans

Dear Stephanie,

Please accept my letter as our request to purchase and develop the above-mentioned land area.

It is understood that we would be obligated to carry out the installation of the required municipal infrastructure and servicing.

Further, during an agreed period of assessment, we would be obligated for any and all engineering costs associated with said assessment.

We regard our proposal as a logical step toward increasing much needed starter home housing in your City.

Thank you for your consideration on our request.

Yours,

Le Fevre & Company Property Agents Ltd.

- cc. Greg Hakonson, Builder Oro Enterprises
- cc. Alex Hakonson, Builder Oro Enterprises
- cc. Stephanie McPhee, Planning and Development Assistant City of Dawson



Meeting Type: Regular Heritage Advisory Committee Meeting: # HAC 21-18 Facilitator: Stephani McPhee, PDA Attendees: Eve Dewald (chair), Angharad Wenz, Megan Gamble, Rebecca Jansen **Regrets:** Jim Williams Meeting Called to order at 7:07 PM. Minutes Agenda Item: Agenda Adoption Presenter: Eve Dewald **Resolution:** 21-18-01 Seconder: Angharad Wenz THAT the Agenda for Heritage Advisory Committee Meeting 21-18 be adopted as amended. **Discussion:** Amend agenda package to include updated plans for the Riverwest Bistro addition (Development Permit • #21-116) Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED Agenda Item: Conflict of Interest Presenter: Eve Dewald **Resolution:** 21-18-02 Seconder: Angharad Wenz None. Agenda Item: Committee of the Whole **Presenter:** Angharad Wenz **Resolution:** 21-18-03 Seconder: Eve Dewald THAT the Heritage Advisory Committee move into the Committee of the Whole. **Discussion:** None Abstained: 0 Votes For: 3 Votes Against: 0 CARRIED Agenda Item: Delegations Presenter: Eve Dewald **Resolution:** 21-18-04 Seconder: Megan Gamble

Paul Derhak – DP 21-116

Discussion:

- Paul brought plans to HAC for the proposed addition to the Riverwest Bistro. The applicant is proposing to add 4 apartments upstairs and a barrier free micro unit in the front.
- HAC asked whether they are proposing to add outwards to the upstairs balcony. The delegate confirmed that they are not they are adding straight up.
- HAC mentioned that the bannisters should suspend between two pieces of wood to make up the railing.
- The delegate clarified that the current state of the plans intend to show the location and siting of the building primarily, rather than details of exterior design elements
- HAC asked why existing square front façade was replaced with a standard gable and stated that this type of design looks more residential than commercial. The delegate clarified that since the design is in a preliminary stage it may have been overlooked. The delegate is willing to retain the original false front look.

- HAC mentioned that to approve the design, they require that all details are incorporated into a final elevation plan. Details such as roofing material, door types, cladding material and size, window details, railing details, and gable detail, etc.
- The cladding and trim will be maintained in its original condition, according to the applicant, and the upper floor will match.
- HAC mentioned that there does not appear to be a roof overhang. The applicant stated that there is no overhang on the existing building, therefore the designer chose to carry over the same detail.
- HAC mentioned that grandeur is missing, which could be improved by a false façade.
- The applicant stated that parking is currently an issue, as only 3 stalls will fit in the rear, they will pay cash in lieu for the remaining parking stalls.
- HAC asked about the lack of windows currently illustrated on the top floor. They intend to add windows on 2 sides only of the upper floor because of fire walls. Windows will be added on a later plan.
- HAC asked if any alterations would take place on the bottom storey. The applicant denied that any additions would take place downstairs.
- HAC asked whether the micro unit would be cladded the same way as the existing building. The delegate is open to HAC's advice.

Agenda Item: Revert to Heritage Advisory Committee	Presenter: Eve Dewald
Resolution: 21-18-05	Seconder: Megan Gamble

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

Discussion: None. Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED Agenda Item: Adoption of the Minutes Presenter: Eve Dewald **Resolution:** 21-18-06 Seconder: Angharad Wenz THAT the Minutes for HAC meeting 21-17 are accepted as amended. **Discussion:** • Put Rebecca in 'Regrets', as she was unable to join via Zoom after connection was lost. The CBC building was referred to in minutes as 'CIBC', changes should reflect this error. Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED Agenda Item: Business Arising from the Minutes Presenter: Eve Dewald **Resolution:** 21-18-07 Seconder: Megan Gamble **Discussion:** • Administration has not received a digital sign sketch from HAC to provide to the applicant on DP#21-096 to provide clarification on what they are expecting. HAC will provide sketches for the next meeting. Votes For: 3 Votes Against: 0 Abstained: 0 CARRIED **Agenda Item: Applications Presenter:** Angharad Wenz Seconder: Eve Dewald **Resolution:** 21-18-08

THAT the Heritage Advisory Committee move to TABLE development permit 21-116.

Discussion:

- It should not be a gable roof, but rather a grand Front St development, ensuring that it blends in with the Commercial zone streetscape.
- False front: there should be an adequate entablature and the solids to openings ratio in the façade should be considered when designing. It is noted that currently the two doors in the front do not promote a balance in the solids to voids ratio. Window design should consult design guidelines.
- HAC hopes that micro unit cladding material is designed to look complementary but visually distinguishable with distinct cladding of any historically compliant material that looks different than the original building. Even if the micro unit were to use cove siding, if it were to be painted a different color from the main building for some visual definition, this would be sufficient.
- HAC feels that the window feels slightly big for the micro unit, but if trim is done above the door to make it look more balanced, it can be appropriate. Trim work in top of micro façade looks a bit simple here an addition of a simple entablature would be helpful.
- HAC looks forward to seeing a window schedule to see size and framing on windows. Windowsills, framing, etc. details are missing in current plans.
- Blank band under deck what is this?

Votes For: 3	Votes Against: 0	Abstained: 0	CARRIED
Agenda Item: New Busi	ness	Presenter: Angharad Wenz	
Resolution: #21-18-09		Seconder: Megan Gamble	
Discussion: None.			
Agenda Item: Unfinishe	d Business	Presenter: Angharad Wenz	

Seconder: Eve Dewald

Resolution: #21-18-10 ZBL review – S.10 Signs

Discussion:

- HAC suggested that 10.4 be amended to: "sign text *signage* must be historical..."
- Amend 10.5 to "erection *or application*"
- Administration brought to the Committee some suggested updates for Table 10-1. HAC agreed that it could be valuable to add a section in the table for 'painted fascia sign', since the 'maximum sign size' section in the is not representative of heritage design guidelines, nor is 'fixed sign' as a permitted type. Commonly in the historic townsite, fascia paint takes up a much larger portion of exterior building walls than is accounted for here in the ZBL and can technically be significantly larger than is now accounted for. HAC suggested that Administration ensures that there is language which enforces appropriate sizing in relation to massing of buildings without establishing a maximum size requirement unless language exists in the heritage design guidelines to confirm accuracy of a recommended sizing.

Votes For: 3	Votes Against: 0	Abstained: 0	CARRIED
Agenda Item: Unfinished	Business	Presenter: Angharad Wenz	
Resolution: #21-18-11		Seconder: Eve Dewald	

Digital Sign (DP#21-096)

Discussion:

- Jim will sketch something for them to reference, as mentioned, which Administration will forward to the applicant.
- Administration will invite the applicant to the next meeting for review of amended renderings.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Adjournment Resolution: #21-18-12 **Presenter:** Angharad Wenz **Seconder:** Megan Gamble

That Heritage Advisory Committee meeting HAC 21-18 be adjourned at 7:51pm on November 17th, 2021.

Minutes accepted on: December 2nd, 2021 at HAC meeting #21-19

Meeting Type: Regular Heritage Advisory Committee Facilitator: Stephani McPhee, PDA		Meeting: # HAC 21-19	
-	nair), Angharad Wenz, Rebecca Janser	ı, Jim Williams	
Regrets: Megan Gamble			
Meeting Called to order at	7:07 PM.		
	Minutes		
Agenda Item: Agenda Ado Resolution: 21-19-01	ption	Presenter: Eve Dewald Seconder: Jim Williams	
THAT the Agenda for Herita	age Advisory Committee Meeting 21-	19 be adopted as amended.	
Discussion: None.			
Votes For: 3	Votes Against: 0	Abstained: 0	CARRIED
Agenda Item: Conflict of Ir	nterest	Presenter: Eve Dewald	
Resolution: 21-19-02		Seconder: Angharad Wenz	
None.			
Agenda Item: Committee	of the Whole	Presenter: Angharad Wenz	
Resolution: 21-19-03		Seconder: Jim Williams	
THAT the Heritage Advisory	y Committee move into the Committe	ee of the Whole.	
Discussion: None			
Votes For: 3	Votes Against: 0	Abstained: 0	CARRIED
Agenda Item: Delegations		Presenter: Eve Dewald	

Resolution: 21-19-04

Presenter: Eve Dewald Seconder: Jim Williams

Craig Jarvis – DP 21-096 Ferry Landing Digital Sign

Discussion:

- Craig joined to hear the HAC's comments on the digital sign design.
- HAC wants to ensure that it does not have a modern look, if possible, recommends 6x6 timber
- Timber billboard more the goal and resembles national parks signage more than the modern digital sign.
- 2 vertical timbers, 6x6 posts, 2 timbers (one above and below) trying to look more old-fashioned billboard.
- The applicant brought up the technology across the back, HAC suggested that vertical barnboard be used to create a shed appearance, with either a barn door or garage door look.
- HAC stated they would spend a bit of time to outline in greater detail what they would like to see in a sketch that will be provided to the applicant.
- The delegate mentioned that they are willing to do a mural look on the back with a local artist, they are willing to accommodate HAC's suggestions.

Agenda Item: Delegations Resolution: 21-19-05 **Presenter:** Eve Dewald **Seconder:** Jim Williams

Paul Derhak – DP 21-116

Discussion:

- Paul brought updated plans for the Riverwest addition with the comments incorporated from the last HAC meeting and more detail added (false façade, spindles in balcony, etc).
- HAC asked about the windows: fixed windows throughout except the upstairs windows? The delegate confirmed + that all windows downstairs have stayed the same.
- The North side of the barrier free addition is all firewall next to Maximillians, the delegate confirmed.
- HAC asked whether there will be a frieze under the cornice/ entablature. The delegate mentioned that they would mimic what is on the original building.
- HAC likes the micro unit, this is typical of historic Dawson.

Agenda Item: Revert to Herit Resolution: 21-19-06	age Advisory Committee	Presenter: Eve Dewald Seconder: Jim Williams
THAT the Committee of the W	Vhole revert to the Heritage Advise	ory Committee.
Discussion: None.		
Votes For: 3	Votes Against: 0	Abstained: 0 CARRIED
Agenda Item: Adoption of the Resolution: 21-19-07	e Minutes	Presenter: Eve Dewald Seconder: Angharad Wenz
THAT the Minutes for HAC me	eeting 21-18 are accepted as amer	nded.
Discussion:		
Votes For: 3	Votes Against: 0	Abstained: 0 CARRIED
Agenda Item: Business Arisin Resolution: 21-19-08	g from the Minutes	Presenter: Eve Dewald Seconder: Jim Williams
Discussion: None.		
Votes For: 3	Votes Against: 0	Abstained: 0 CARRIED
Agenda Item: Applications Resolution: 21-19-09		Presenter: Angharad Wenz Seconder: Eve Dewald
THAT the Heritage Advisory C	ommittee move to TABLE develop	ment permit 21-096.
Discussion: HAC will provide a de 	tailed sketch of what they hope to	see for the next meeting.
Votes For: 3	Votes Against: 0	Abstained: 0 CARRIED
Agenda Item: Applications Resolution: 21-19-10		Presenter: Angharad Wenz Seconder: Eve Dewald

THAT the Heritage Advisory Committee move to APPROVE development permit 21-116 under the following conditions:

1. That the applicant consults the historic guidelines for entablatures.

Discussion:

The corbels and brackets that hold the commercial façade are important historically. (4.3.6.2 in historic guidelines). Lack of cornice implies deterioration + lack of finished façade – this encourages the use of a bracket or frieze. Should respect proportions and massing. HAC recommended that administration send the Proportions section of DGL to the applicant (Section 4.3.3):

https://cityofdawson.ca/Home/DownloadDocument?docId=50ddee0e-074d-4d76-9c4a-972707f8c758

• HAC proposes that something be added to fill the empty space on the upper floor façade: this would make the building look less massive from the street. HAC would love to see large signage painted right on the building in this empty space. This would set a good precedent for other buildings and would make the massing more historically compliant. The applicant will require a development permit for signage, at which time the applicant will return to HAC.

	Votes Against: 0	Abstained: 0	CARRIED
Agenda Item: New Business		Presenter: Angharad Wenz	
Resolution: #21-19-11		Seconder: Jim Williams	
Discussion: None.			
Agenda Item: Unfinished Busi	ness	Presenter: Angharad Wenz	
Resolution: #21-19-12		Seconder: Eve Dewald	
Discussion: None.			
Votes For: 3	Votes Against: 0	Abstained: 0	CARRIED
Agenda Item: Adjournment		Presenter: Angharad Wenz	
Resolution: #21-19-13		Seconder: Jim Williams	

Minutes accepted on: December 16th, 2021 at HAC meeting #21-20



TOWN OF WATSON LAKE

PO Box 590 Watson Lake, Yukon YOA 1C0 P: (867) 536-8000 F: (867) 536-7522 E: Info@watsonlake.ca

November 25, 2021

Mayor and Council City of Dawson PO Box 308 Dawson City, Yukon YOB 1G0 DEC 0 2 2021

Dear Mayor Kendrick and Council Members,

On behalf of the Town of Watson Lake Mayor and Council, please accept our sincere congratulations on your new appointments as Mayor and Council for the City of Dawson.

We wish your Council all the best in your endeavors throughout your term. We hope to continue to support and collaborate with your municipality, on important matters that affect our communities.

Sincerely,

Christopher Irvin, Mayor Town of Watson Lake



Village of Carmacks P.O. Box 113 Carmacks, YT Y0B 1C0

NOV 2 5 2021

City of Dawson Mayor and Councilors P.O Box 308 Dawson City, YT. YOB 1G0

Dear Mayor William Kendrick and Councilor's,

On behalf of our Council, I would like to offer our sincere congratulations on your recent election as Mayor & Councilors of the City of Dawson.

We wish you much success as you begin this new term, and look forward to working with you, your team and the Association of Yukon Communities on the opportunities and issues that impact all our communities.

Sincerely,

Lee Bodie Mayor

Telephone: (867) 863-6271 Fax: (867)863-6606 Email: <u>info@carmacks.ca</u>



Village of Haines Junction

Box 5339 • Haines Junction, Yukon Territory • Canada • Y0B 1L0 Phone: (867) 634-7100 • Fax: (867) 634-2008 • E-mail: admin@hainesjunction.ca

December 7, 2021



Mayor William Kendrick and Council P.O. Box 308 Dawson City, Yukon YOB 1G0

Dear Mayor William Kendrick and Council:

On behalf of the Village of Haines Junction Council and Staff, please accept my wholehearted congratulations for your success in the recent municipal elections. Your skills and experience will doubtlessly serve your community well.

I look forward to working with you and our fellow Yukon municipalities to continue to foster healthy and happy communities throughout this magnificent territory.

Sincerely,

Bruce Tomlin Mayor





TO: Municipal leaders FROM: Premier Silver SUBJECT: Senior leadership changes DATE: December 16, 2021

Good afternoon,

I am writing to inform you of leadership changes in two Government of Yukon departments.

Justin Ferbey has been appointed as Deputy Minister for the Department of Tourism and Culture, along with his existing role as Deputy Minister for the Department of Economic Development and President of the Yukon Development Corporation.

Michael Hale has been appointed as an additional Deputy Minister for the Department of Health and Social Services to oversee the development of a new public health agency. This is part of the work to establish a public health agency for the Yukon as part of the ongoing implementation of the Putting People First recommendations. Michael will focus on the delivery of healthcare services and the integration of the territory's medical services into a new public health agency.

Stephen Samis will maintain his existing role as Deputy Minister for the Department of Health and Social Services but will focus specifically on the delivery of social services and oversee the ongoing public health response to COVID-19 in the Yukon in coordination with the Office of the Chief Medical Officer of Health.

All appointments are effective immediately and will be publicly announced shortly, and Michael will be officially joining the Health and Social Services team in January.

You likely already know these individuals, as they have a strong leadership record in the Yukon government public service, and I am confident that they will continue to succeed in these appointments.

Sincerely,

Premier Silver

2021-12-09 Letter to Mayor + Counsel I, Christiano liamp, request an audience with Mayor + Counsel with regards to an impounded dog where there doesn't seem to be a proceedure being followed as mentioned in the City Bylaws, and a pause on the process of destroying the dog in the pound with City covering the costs of the dogs stay with the Humane Dociety an wellas a clasification of whose dog it belongs to sand copies of all paper todal concerning this matters No Section 10 procedure is being followed. No Section 17 is being followed. Only a shortened version of Sections 10 to 17 have been adhered to by the By-Law Officer incarcerating my dog + stating these was a fine to pay of \$500 to get the dog back plus miscellaneous other fees possibly attached. I'm unclear if the day still belongs to me on to Cityo of the dog still belongs to me el do not wish her to be put down as she is healthy, spayed and licensed, and not a dangerous dog. If she belong to City why am I continually being asked to the Vet to destroy her No mention of getting her a new home was offered on time-frame. Christiano Cramp (CHRISTIANE CRAMP) 967-TRAVE. 687-3881