

THE CITY OF DAWSON



COMMITTEE OF THE WHOLE MEETING #CW24-03

DATE: Tuesday April 2, 2024

TIME: 7:00 PM

LOCATION: City of Dawson Council Chambers

Join Zoom Meeting

<https://us02web.zoom.us/j/83785997707?pwd=eVN0bGc1V2ZSd3R3V0hIME5VdlpGQT09>

Meeting ID: 837 8599 7707

Passcode: 313608

1. CALL TO ORDER

2. ACCEPTANCE OF ADDENDUM & ADOPTION OF AGENDA

1. Committee of the Whole Meeting CW24-03

3. MINUTES

1. Committee of the Whole Meeting Minutes CW24-02 of March 5, 2024

BUSINESS ARISING FROM MINUTES

4. BUDGET & FINANCIAL REPORTS

1. Accounts Payables: Cheque #60271 to #60517 & EFTs

5. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

1. Callison East Development Project Charter

6. BYLAWS & POLICIES

1. DRAFT Snow and Ice Control & Windrow Removal Policy

7. CORRESPONDENCE

1. Heritage Advisory Committee Minutes #23-21 and #24-03
2. Bridget O'Connell (Amos) RE: Out of Town Rec. Facility
3. Giulia Cecchi RE: Request for the Recreation Centre in the Downtown Core
4. Tr'ondëk Hwëch'in RE: City of Dawson Road Survey Issues

BUSINESS ARISING FROM CORRESPONDENCE

8. PUBLIC QUESTIONS

9. ADJOURNMENT

MINUTES OF COMMITTEE OF THE WHOLE MEETING CW24-02 of the Council of the City of Dawson held on Tuesday, March 5, 2024 at 7:15 p.m. via City of Dawson Council Chambers

PRESENT:

Mayor Kendrick
Councillor Lister
Councillor Patrik Pikálek

REGRETS:

Councillor Somerville
Councillor Spriggs

ALSO PRESENT:

CAO: David Henderson
MC: Elizabeth Grenon
PDM: Farzad Zarringhalam
PRJM: Owen Kemp-Griffin

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|-------------------|------------|--|
| CW24-02-01 | 1 | <p>Appoint Chair of Meeting
Moved By: Councillor Lister
Seconded By: Councillor Pikálek</p> <p>That Council appoint Councillor Pikálek as Chair of Committee of the Whole Meeting CW24-02.</p> <p>CARRIED 2-1</p> |
| <hr/> | | |
| | 2 | <p>CALL TO ORDER</p> <p>The Chair, Councillor Pikálek called Committee of the Whole meeting CW24-02 to order at 7:00 p.m.</p> |
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| | 3 | <p>ADOPTION OF AGENDA</p> |
| <hr/> | | |
| CW24-02-02 | 3.1 | <p>Accept Late Correspondence
Moved By: Mayor Kendrick
Seconded By: Councillor Lister</p> <p>That Committee of the Whole accept late correspondence from: Doug Cotter & Ashley D. and Dawson City Music Festival (DCMF).</p> <p>CARRIED UNANIMOUSLY</p> |
| <hr/> | | |
| CW24-02-03 | 3.2 | <p>Adoption of Agenda
Moved By: Mayor Kendrick
Seconded By: Councillor Pikálek</p> <p>That the agenda for Committee of the Whole meeting CW24-02 of March 5, 2024 be accepted as amended.</p> <p>CARRIED UNANIMOUSLY</p> |

4 MINUTES

- CW24-02-04** **4.1** **Committee of the Whole Meeting Minutes CW24-01 of February 6, 2024**
Moved By: Mayor Kendrick
Seconded By: Councillor Lister
- That the minutes of Committee of the Whole Meeting CW24-01 of February 6, 2024 be approved as presented.
- CARRIED UNANIMOUSLY
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5 SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS

- CW24-02-05** **5.1** **North End Development Receipt of tenders**
Moved By: Councillor Lister
Seconded By: Mayor Kendrick
- That Committee of the Whole direct staff to reject the bids submitted for the North End Development Surface Works and Underground Utilities as per the submitted bids.
- CARRIED UNANIMOUSLY
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- CW24-02-06** **5.2** **Admin Building Boiler Update**
Moved By: Mayor Kendrick
Seconded By: Councillor Lister
- That Committee of the Whole receive the Admin Building Boiler Update report for informational purposes.
- CARRIED UNANIMOUSLY
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- CW24-02-07** **5.3** **Official Community Plan & Zoning Bylaw Review**
- That Committee of the Whole recommend to Council to choose Option 1 to conduct a comprehensive review of the Official Community Plan and Zoning Bylaw and that Committee of the Whole recommend to Council to review the attached Terms of Reference and authorize staff to release the RFP for Official Community Plan and Zoning Bylaw comprehensive review.
- CARRIED 2-1
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- CW24-02-08** **5.4** **Yukon Government Land Development Update**
- That Committee of the Whole receive the Land Development Update Report for informational purposes.
- CARRIED UNANIMOUSLY
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- CW24-02-09** **5.5** **Correspondence & Communications Policy**
- That Committee of the Whole recommend to Council to adopt the policy or practice outlined in the executive summary regarding the receipt of Correspondence. CARRIED UNANIMOUSLY
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CW24-02-10	5.5.1	Amendment of Motion	Moved By: Councillor Pikálek Seconded By: Mayor Kendrick	That the phrase "recommend to Council to" be removed from the motion and that the phrase "and directs administration to present a draft policy for Council" be added after the word "correspondence".	CARRIED UNANIMOUSLY
CW24-02-11	5.6	Member Resolution – Census	Moved By: Mayor Kendrick Seconded By: Councillor Pikálek	That Committee of the Whole recommend that Council direct Administration to contact the Chief Electoral Officer to initiate conversations regarding compiling an electors list as soon as possible, and to work with the Association of Yukon Communities and Yukon Government to implement a census for the Dawson and Klondike region, for input into the Comprehensive Municipal Grant and Regional Landfill Agreement calculations as applicable.	CARRIED 2-1
6	CORRESPONDENCE				
CW24-02-12	6.1	Recess	Moved By: Councillor Pikálek Seconded By: Councillor Lister	That the Committee of the whole take a three-minutes recess.	CARRIED UNANIMOUSLY
CW24-02-13	6.2	Receive Correspondence	That the Committee of the whole receive the following correspondence:		
<ol style="list-style-type: none"> 1. John Mitchell RE: Emergency Response 2. Suzanne Crocker RE: Alternative Rec Centre Location 3. David Robinson RE: various 4. Electoral District Boundaries 5. Doug Cotter & Ashley Doiron RE: North End Development Plan 6. Dawson City Music Festival (DCMF) RE: Letter of Invitation, for informational purposes 					
CARRIED UNANIMOUSLY					
7	PUBLIC QUESTIONS				
Dan Davidson had a question regarding the agenda format.					
Cud Eastbound had questions regarding communication with the public on the emergency plan.					

8 CLOSED MEETING

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|-------------------|------------|---|
| CW24-02-14 | 8.1 | <p>Move into Closed Session of Committee of the Whole</p> <p>That Committee of the Whole move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing: 1. legal matter and 2. personal information about an identifiable individual matter.</p> <p>CARRIED UNANIMOUSLY</p> |
| CW24-02-15 | 8.2 | <p>Revert to Open Session to Extend Meeting</p> <p>Moved By: Mayor Kendrick
Seconded By: Councillor Pikálek</p> <p>That Committee of the Whole revert to an open session of Committee of the Whole to extend the meeting.</p> <p>CARRIED UNANIMOUSLY</p> |
| CW24-02-16 | 8.3 | <p>Extend Meeting</p> <p>Moved By: Mayor Kendrick
Seconded By: Councillor Pikálek</p> <p>That Committee of the Whole extend meeting CW24-02 not to exceed one hour.</p> <p>CARRIED UNANIMOUSLY</p> |
| CW24-02-17 | 8.4 | <p>Move into Closed Session of Committee of the Whole</p> <p>Moved By: Councillor Lister
Seconded By: Councillor Pikálek</p> <p>That Committee of the Whole move back into a closed session of Committee of the Whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing: 1. legal matter and 2. personal information about an identifiable individual matter.</p> <p>CARRIED UNANIMOUSLY</p> |
| CW24-02-18 | 8.5 | <p>Revert to Open Session of Committee of the Whole</p> <p>Moved By: Mayor Kendrick
Seconded By: Councillor Pikálek</p> <p>That Committee of the Whole revert to an open session of Committee of the Whole to proceed with the agenda.</p> <p>CARRIED UNANIMOUSLY</p> |
| CW24-02-19 | 9 | <p>ADJOURNMENT</p> <p>Moved By: Mayor Kendrick
Seconded By: Councillor Pikálek</p> |
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That Committee of the Whole meeting CW24-02 be adjourned at 10:48 p.m. with the next regular meeting of Committee of the Whole being April 2, 2024.

CARRIED UNANIMOUSLY

THE MINUTES OF COMMITTEE OF THE WHOLE MEETING CW24-02 WERE APPROVED BY COMMITTEE OF THE WHOLE RESOLUTION #CW24-03-XX AT COMMITTEE OF THE WHOLE MEETING CW24-03 OF APRIL 2, 2024.

Councillor Pikálek, Chair

David Henderson, CAO

The City of Dawson
 Cheque Run 23-26
 12/29/2023

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
60271	44478 Yukon Inc.	\$1,363.95		ADM	ContSvs-IT
60272	A-1 Delivery	\$55.27		PW	Freight
60273	ACC Cleaning Services	\$3,615.95		PW	ContSvs-Jani
60274	AFD Petroleum Ltd.	\$27,100.16	\$2,626.07	ADM	BldgFuel-Chall
			\$1,125.46	PS	BldgFuel-Chall
			\$7,910.09	REC	BldgFuel-Arena
			\$12,622.39	PW	BldgFuel-WTP
			\$1,673.57	PW	BldgFuel-Garage
			\$367.26	PW	BldgFuel-WdShp
			\$775.32	ALL	VehFuel
			\$27,100.16		
60275	Air Care Yukon Inc.	\$7,765.07			BldgR&M
60276	Air North Partnership	\$107.34		PW	Freight
60277	BHB Mini Storage	\$131.25		ADM	ArchiveStorage
60278	Bonanza Klondike Inc.	\$59.99		REC	Propane
60279	Bonanza Market	\$243.45	\$68.16	REC	ProgSupp
			\$175.29	ADM	PromoSpcEvt
			\$243.45		
60280	Buckbrush Contracting & Expediting	\$743.38		PW	BldgR&M
60281	Cdn Assoc of Municipal Administrators	\$336.00		ADM	Annual Membership
60282	Chief Isaac Incorporated	\$363.30	\$181.65	PW	SafetyLine
			\$181.65	PW	SafetyLine
			\$363.30		
60283	Combustion Control Inc.	\$43,841.21			ContSvs
60284	Conuma Cable Systems Ltd	\$652.19		CABLE	OpSupp
60285	Cotter Enterprises	\$3,801.00		CABLE	ContSvs
60286	Dawson City General Store	\$524.53	\$62.16	REC	OpSupp
			\$422.82	REC	ProgSupp
			\$39.55	ADM	OffSupp
			\$524.53		
60287	Dawson Hardware Ltd.	\$1,287.14	\$60.90	REC	BldgR&M-Arena
			\$612.67	REC	CelebrteLights
			\$75.24	PW	BldgR&M
			\$121.85	PW	OpSupp
			\$56.68	PW	VehR&M
			\$117.57	PW	JaniSupp
			\$196.51	REC	YLAPsupp
			\$45.72	REC	OpSupp-Arena
			\$1,287.14		
60288	Dawson Trading Post	\$14.12		REC	OpSupp-Arena
60289	Dawson City Golf Association	\$4,200.00		REC	2019 Inv
60290	Display Systems International Inc.	\$315.00		ADM	ContSvs
60291	Fit 22 Consulting Inc.	\$3,727.50		REC	Equipment
60292	Gold Rush Inn	\$367.50		PW	Accommodations

The City of Dawson
 Cheque Run 23-26
 12/29/2023

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
60293	Graf Enviro Services Inc.	\$7,140.00		PW	ContSvs-Bins
60294	Greenwood Engineering Solutions	\$2,835.00		PW	ContSvs-WtrM
60295	Grenon Enterprises Ltd.	\$8,933.93		PW	ResWtrDel
60296	HiMark Mechanical	\$590.63		PW	HvyEqR&M
60297	Hobbs, Justine	\$157.50		ADM	ContSvs
60298	Humane Society Dawson	\$3,650.00		PS	ContSvs-Q1
60299	Infosat Communications	\$179.92		PS	SatPhone
60300	Juliette's Manor	\$2,450.00		ADM	Staff Housing
60301	Klondike Office Systems	\$272.50		ADM	CopyCt
60302	Klondike Development Organization	\$35,000.00		ADM	Contract
60303	Lifesaving Society	\$370.00		REC	Training
60304	Mayes Enterprises	\$1,721.87		ADM	BldgR&M
60305	Municipal Information Network	\$183.75		ADM	Advertising
60306	Northern Superior Mechanical	\$92.07		PW	VehR&M
60307	Northland Beverages	\$1,190.57		REC	OpSupp
60308	Norton Rose Fulbright	\$112.35		PL&D	ProFees-Legal
60309	A Ray of Sunshine	\$136.44	\$100.67	REC	CeleLites
			\$35.77	REC	ProgSupp
			\$136.44		
60310	Shaw Satellite G.P.	\$7,151.32		CABLE	OpSupp
60311	Spectrum Security - Sound Ltd.	\$2,760.61	\$2,540.14	REC	OpSupp
			\$220.47	PW	ContSvs
			\$2,760.61		
60312	Summit Truck Equipment	\$6,210.88		PW`	HvyEqR&M
60313	Superior Propane Inc	\$187.95		REC	EqRental
60314	Tenaquip Ltd.	\$2,175.52		REC	BldgR&M
60315	Tetra Tech Canada Inc.	\$3,436.65		PW	ContSvs-Quigley
60316	Thomas, Tony	\$593.65		CABLE	Refund
60317	Total North Communications Ltd	\$567.00		ADM	ContSvs-ITPhone
60318	Tsunami Solutions Ltd.	\$170.10		PW	SafetyLine
60319	Valley Traffic Systems	\$472.45		PW	RdsOpSupp
60320	Zarowny, Capri	\$6,500.00		ADM	RecyclingCtreCash

The City of Dawson
 Cheque Run 24-02
 1/26/2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
#60321 to #60328	RRSP's	\$8,275.20			RRSP 01-02
60329	Public Service Alliance of Canada	\$2,764.61		ADM	UnionDuesPP01-02
#60330 to #60341	RRSP's	\$10,741.98			RRSP 01-02
60342	AFD Petroleum Ltd.	\$7,973.65	\$1,791.21	PW	BldgFuel-Garage
			\$292.61	ADM	BldgFuel-FCRes
			\$228.45	PW	BldgFuel-WoodShp
			\$3,165.29	PW	BldgFuel-WTP
			\$1,298.72	ADM	BldgFuel-Chall
			\$556.58	PS	BldgFuel-CHall
			\$640.79	ADM	BldgFuel-CAORes
			\$7,973.65		
60343	Air North Partnership	\$539.78	\$383.40	PW	Freight
			\$156.38	REC	Freight
			\$539.78		
60344	Arctic Inland Resources Ltd.	\$696.36		PW	OpSupp
60345	Combustion Control Inc.	\$3,078.26		PW	HvyEqR&M
60346	Dawson Firefighters Association	\$14,255.00		PS	4thQtr Training & Callouts
60347	Dawson Hardware Ltd.	\$1,657.34	\$274.59	REC	OpSupp-Arena
			\$266.73	PW	JaniSupp
			\$173.03	PW	BldgR&M
			\$47.22	PS	OpSupp
			\$160.84	PW	NonCapEquip
			\$354.57	PW	OpSupp
			\$199.07	PW	OpSupp-WTP
			\$181.29	PW	OpSupp-DivCtr
			\$1,657.34		
60348	Fed'n of Canadian Municipalities	\$592.97		ADM	Membership
60349	Fine Tuned Heavy Equipment Inc.	\$2,631.67		PW	HvyEqR&M
60350	Gervais, Benoit	\$296.55		PW	TravelClaim
60351	Gold Rush Inn	\$367.50		PW	Accommodations
60352	Greenwood Engineering	\$15,686.76		ADM	NorthEndDevelopmt
60353	Henry, Jalen	\$646.00	\$115.50	PS	Reimburse-ContSvs
			\$530.50	PS	TravelClaim
			\$646.00		
60354	Humane Society Dawson	\$219.65		ADM	DepRefund
60355	Industrial Electric Services	\$892.58		PW	HvyEqR&M
60356	Klondike Active Transport & Trails	\$32.50		ADM	DepRefund
60357	KB Woodcutting	\$275.00		REC	Wood-CeleLites
60358	Mayes Enterprises	\$2,856.02	\$554.00	ADM	BldgR&M-Chall
			\$237.44	PS	BldgR&M-CHall
			\$339.97	ADM	BldgR&M-CAORes
			\$870.88	PW	BldgR&M - Garage
			\$278.85	PW	BldgR&M -WdShp
			\$574.88	PW	BldgR&M -WTP

The City of Dawson
 Cheque Run 24-02
 1/26/2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
			\$2,856.02		
60359	Nordique Fire Protection	\$3,577.35		PS	OpSupp
60360	Northern Superior Mechanical	\$575.15	\$150.84	PW	HvyEqR&M
			\$266.99	PW	OpSupp
			\$157.32	PW	VehR&M
			\$575.15		
60361	Northwestel Inc.	\$6,597.29		ALL	Phone
60362	Raven's Nook	\$766.50		PW	SafetyGear
60363	Robert Service School	\$681.95		ADM	DepRefund
60364	Robinson Supply	\$7,694.68		REC	BldgR&M
60365	Treadstone Equipment	\$43.80		ADM	DepRefund
60366	Uline Canada Corporation	\$1,911.06	\$430.94	PW	OpSupp
			\$1,480.12	PW	JaniSupp
			\$1,911.06		
60367	Yukon Energy Corporation	\$39,882.55	\$36,752.92	ALL	Main Jan17 STmt
			\$3,129.63	PW	Lights Jan107 STmt
			\$39,882.55		
60368	Yukon Service Supply Co.	\$1,938.41		PW	JaniSupp

The City of Dawson
 Cheque Run 24-03
 2/9/2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
60369	44478 Yukon Inc.	\$24,634.06	\$21,156.63	ADM	OpSupp&ContSvs
			\$3,477.43	REC	ContSvsIT
			\$24,634.06		
60370	ACC Wastewater Solutions	\$6,027.00		PW	OpSupp
60371	AFD Petroleum Ltd.	\$46,453.53	\$21,566.77	REC	BldgFuel-Arena
			\$814.82	REC	BldgFuel-WtrFr1
			\$13,119.08	PW	BldgFuel-WTP
			\$1,682.81	ADM	BldgFuel-CHall
			\$721.20	PS	BldgFuel-CHall
			\$1,836.48	PW	BldgFuel-Garage
			\$6,712.37	ALL	VehFuel
			\$46,453.53		
60372	Air North Partnership	\$519.93		PW	Freight
60373	Ajax Steel Ltd.	\$338.97		PW	HvyEqR&M
60374	Arcotech Circle Welding Services	\$588.00		REC	BldgR&MArena
60375	BHB Mini Storage	\$131.25		ADM	ArchiveStor
60376	Bonanza Klondike Inc.	\$691.95		REC	Chemicals
60377	Bonanza Market	\$313.07	\$51.98	ADM	OffSupp
			\$211.09	REC	ProgSupp
			\$50.00	PW	OpSupp
			\$313.07		
60378	Bureau Veritas	\$296.55		PW	ContSvs
60379	Chief Isaac Incorporated	\$181.65		PW	SafetyLine
60380	Chilkoot Geological Engineers	\$29,412.60		REC	BldgR&MArena
60381	Cotter Enterprises	\$4,063.50		CABLE	ContSvs
60382	Dawson City General Store	\$261.47	\$94.20	ADM	OffSupp
			\$128.97	REC	ProgSupp
			\$38.30	PW	JaniSupp
			\$261.47		
60383	Dawson Hardware Ltd.	\$930.85	\$10.63	REC	ProgSupp
			\$38.71	PW	JaniSupp
			\$141.74	PW	OpSupp-WTP
			\$124.64	PW	OpSupp
			\$98.42	REC	OpSuppArena
			\$160.55	PW	OpSupp
			\$191.71	PW	OpSuppBldgMaint
			\$147.45	REC	OpSupp
			\$17.00	REC	BldgR&M-Minto
			\$930.85		
60384	Dawson City Apostolic Mission	\$1,700.00		ADM	Grant
60385	Display Systems International Inc.	\$315.00		CABLE	OpSupp
60386	Fine Tuned Heavy Equipment Inc.	\$4,323.46		PW	HvyEqR&M
60387	Flynn Electrical Contracting	\$968.60		REC	BldgR&M

The City of Dawson
 Cheque Run 24-03
 2/9/2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
60388	Food Cycle Science Corporation	\$31,080.00		PW	FoodComposters
60389	Grenon Enterprises Ltd.	\$20,531.72	\$7,966.88	PW	ContSvsDe3-9
			\$5,040.01	PW	ContSvsDe10-16
			\$3,895.50	PW	ContSvsDe17-23
			\$75.08	PW	WtrDel-DivCtre
			\$3,554.25	PW	ContSvsDe24-31
			<hr/>		
			\$20,531.72		
60390	Hurlburt Enterprises Inc.	\$708.75		REC	NonCapEq
60391	Inland Kenworth Partnership	\$1,073.50		PW	HvyEqR&M
60392	Jacobs Industries Ltd	\$651.00		PW	AnnContract
60393	Juliette's Manor	\$2,450.00		ADM	Staff Housing
60394	Manitoulin Transport	\$1,452.58		PW	Freight
60395	Mayes Enterprises	\$265.65		PW	ContSvsWtrMtrRepair
60396	Nikkel, Dr.Natalie	\$206.00		REC	ContSvs
60397	Northern Superior Mechanical	\$3,738.46	\$1,754.01	REC	EqR&M
			\$135.85	PW	OpSupp
			\$1,475.81	PW	HvyEqR&M
			\$372.79	PW	VehR&M
			<hr/>		
			\$3,738.46		
60398	Raven's Nook	\$1,050.00	\$404.25	PW	SafetyGear
			\$645.75	REC	SafetyGear
			<hr/>		
			\$1,050.00		
60399	A Ray of Sunshine	\$58.68	\$24.64	REC	OpSupp
			\$34.04	PW	OpSupp-DivCtre
			<hr/>		
			\$58.68		
60400	Richard, Marc	\$35.00		PS	PetSpayProg
60401	Steven Richards Construction	\$4,640.94		REC	ContSvs
60402	Derek McNiece Promotions	\$644.90		PS	PromoSpcEvt
60403	Annie's Creek Birch Farm	\$588.00		PS	ContSvs
60404	Dovas, Tony	\$255.45		ADM	RecycRtn
60405	Territorial Treasurer	\$157.50		REC	YG LandLease
60406	Tintina Heavy Repair	\$2,373.00		PW	ContSvs-Mech
60407	Total North Communications Ltd	\$567.00		ADM	ContSvs-Phone
60408	Tsunami Solutions Ltd.	\$170.10		PW	SafetyLine
60409	Uline Canada Corporation	\$1,229.58		PW	OpSupp
60410	Williams Construction	\$25,200.00		REC	ContSvs
60411	Ykn Communities Insurance Assoc	\$12,447.00		ADM	Insurance
60412	Zarowny, Capri	\$8,150.00		ADM	DivCtreCash

The City of Dawson
 Cheque Run 24-04
 2/23/2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
60413	Advance North Mechanical	\$463.17		PW	Vehicle R&M
60414	AFD Petroleum Ltd.	\$80,523.58	\$7,906.80	REC	BldgFuel-Arena
			\$2,344.19	ADM	BldgFuel-CHall
			\$1,172.10	PS	BldgFuel-CHall
			\$8,730.08	PW	BldgFuel-WTP
			\$1,689.57	PW	BldgFuel-Garage
			\$1,454.44	REC	BldgFuel-Wtrfrt1
			\$350.66	ADM	BldgFuel-FCRes
			\$901.29	ADM	BldgFuel-CAORes
			\$277.23	REC	BldgFuel-Wtrfrt2
			\$1,207.11	ALL	VehFuel
			\$60,272.69	ADM	2023 Outstanding
			(\$5,782.58)	ADM	Credit notes
			\$80,523.58		
60415	Air North Partnership	\$267.30	\$123.51	PW	Freight
			\$143.79	ADM	Freight
			\$267.30		
60416	Associated Engineering (B.C.)	\$2,758.77		ADM	CBC Bldg Rehab
60417	Bonanza Market	\$346.18	\$332.55	REC	ProgSupp
			\$13.63	PW	JaniSupp
			\$346.18		
60418	Cloudpermit Inc	\$4,410.00		PL&D	Permit Software - NEW
60419	Dawson City General Store	\$278.32	\$165.99	REC	ProgSupp
			\$112.33	ADM	OffSupp
			\$278.32		
60420	Dawson Hardware Ltd.	\$1,771.75	\$8.31	ADM	Bldg R&M
			\$63.30	PW	BldgR&M-DivCtre
			\$41.56	PW	JaniSupp
			\$80.18	PW	OpSupp-WTP
			\$207.83	PW	OpSupp
			\$116.88	REC	BldgR&M-Arena
			\$53.84	REC	EquipR&M
			\$613.78	ADM	OffSupp-Paper
			\$28.33	REC	OpSupp
			\$41.56	PW	SafetySupp
			\$232.90	PW	OpSupp-DivCtre
			\$283.48	PW	NonCapEquip
			\$1,771.95		
60421	Ed Repair & Services	\$1,029.00		PS	HvyEqR&M
60422	Gower, Chris	\$10,500.00		ADM	CBC Reno Phase2
60423	Graf Enviro Services Inc.	\$7,140.00		PW	Bins Jan&Feb
60424	Grenon Enterprises Ltd.	\$32,788.91	\$6,334.13	PW	ContSvs-Jan1-6 Grdr-Sndr-Ldr
			\$2,176.13	PW	ContSvs-Jan7-13 Sdr-DomeInspect
			\$157.50	ADM	ThawWtrline-THDuplex-Insurance
			\$153.83	PW	WtrDel-DIV CTR
			\$220.50	PW	Steamer-MnHole 7&Albert
			\$2,247.00	PW	ContSvs-Roads Jan 14-20 Sdr
			\$3,184.13	PW	ContSvs-Roads Jan21-27 Sdr
			\$157.50	ADM	ThawWtrline-YalorRes-Insurance

The City of Dawson
 Cheque Run 24-04
 2/23/2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
			\$1,401.75	ADM	ThawWtrline-Gertie's-Insurance
			\$157.50	ADM	ThawWtrline-WilliamsRes-Insurance
			\$157.50	ADM	ThawWtrline-LogueRes-Insurance
			\$1,197.00	ADM	ThawWtrline-Gerties+6Res Insurance
			\$147.00	PW	DelOpSupp-Sand
			\$10,360.36	PW	ResWtrDel-January
			\$2,483.25	PW	ContSvs-Roads Jan28-Feb3
			\$315.00	PW	Tank Pumpout DIV CTRE
			\$75.08	PW	WtrDel-DIV CTRE
			\$1,863.75	PW	ContSvs-Haulage-SnowRemoval
			<hr/>		
			\$32,788.91		
60425	HiMark Mechanical	\$787.50		PW	HvyEqR&M
60426	Hobbs, Justine	\$157.50		ADM	ProFees-Organizer
60427	Infosat Communications	\$89.96		PS	SatPhone
60428	Kerry A Short Mediation Corp	\$6,300.00		PL&D	Prof Fees
60429	Klondike Institute of Arts & Culture	\$60.00		REC	Rental Space
60430	Masserey, Mike	\$1,767.19		PS	Reimb-OpSupp
60431	Maximillian's Gold Rush Emporium	\$57.20		REC	OpSupp
60432	Mayes Enterprises	\$1,415.73		REC	Arena HW Tank install
60433	Musyj, Shelly	\$67.55		ADM	Reimb-Wkshp
60434	Neptune Technology Group	\$74,213.86		PW	ProgPymt #13
60435	Nordique Fire Protection	\$3,150.00	\$2,555.70	REC	Inspect-R&M-Arena
			\$594.30	PW	SysCalibrate-GasDetector
			<hr/>		
			\$3,150.00		
60436	Northern Superior Mechanical	\$1,314.85	\$562.60	PW	OpSupp
			\$567.03	PW	VehR&M
			\$185.22	PS	OpSupp
			<hr/>		
			\$1,314.85		
60437	Northwestel Inc.	\$6,989.15		ALL	Phone-Feb
60438	Northlands Water & Sewer	\$5,471.92		PW	OpSupp-WTP
60439	Pitney Works	\$5,000.00		ADM	Postage Refill
60440	Ramtech Environmental Products	\$18,122.79		ADM	ContSvs-CBC Reno
60441	Raven's Nook	\$357.00		REC	SafetyGear
60442	A Ray of Sunshine	\$25.68		REC	ProgSupp
60443	RDH Building Science	\$2,227.31		ADM	ContSvs-CBC Reno
60444	Scheffen, Dolores	\$1,869.03		ADM	Refund-Overpymt
60445	Superior Propane Inc	\$564.54		REC	Propane - Arena
60446	Univerus Software Canada	\$13,017.19		REC	IT-Annual-BookKing
60447	Yukon Energy Corporation	\$43,511.78	\$3,453.06	PW	240209 Lites
			\$40,058.72	CABLE	Pole Rental
			<hr/>		
			\$43,511.78		

The City of Dawson
 Cheque Run 24-05
 3/8/2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
#60448 to #60455	RRSP's	\$8,275.20			RRSP 03-04
60456	Public Service Alliance of Canada	\$2,793.81		ADM	PSAC Union03-04
#60457 to #60469	RRSP's	\$11,952.08			
60470	44478 Yukon Inc.	\$11,328.49	\$6,731.59	ADM	ContSvs-IT
			\$4,596.90	ADM	ContSvs-NtwkSupp
			\$11,328.49		
60471	Grainger Canada	\$194.00		PW	NonCapEquip
60472	Advance North Mechanical	\$315.44	\$236.69	PS	VehR&M
			\$78.75	ADM	VehR&M
			\$315.44		
60473	AFD Petroleum Ltd.	\$26,784.90	\$1,011.21	ADM	BldgFuel-CHall
			\$496.69	PS	BldgFuel-CHall
			\$5,767.10	REC	BldgFuel-Arena
			\$3,031.17	PW	BldgFuel-Garage
			\$352.52	PW	BldgFuel-WdShp
			\$10,005.25	PW	BldgFuel-WTP
			\$2,099.46	ALL	VehFuel
			\$2,304.31	ALL	VehFuel
			\$1,717.19	PW	BldgFuel-Quigley
			\$26,784.90		
60474	Air North Partnership	\$410.43		PW	Freight
60475	All Yukon Refrigeration	\$968.00		REC	BldgR&M-Arena
60476	Assoc. of Yukon Communities	\$14,610.51		ADM	HalfAnnualDues
60477	Bartosik, Aleksandra	\$108.45		ADM	RcycRefund
60478	BHB Mini Storage	\$131.25		ADM	ArchiveStor
60479	Bonanza Market	\$229.90	\$111.06	ADM	PromoSpcEvt
			\$23.62	PW	JaniSupp
			\$95.22	REC	ProgSupp
			\$229.90		
60480	Borealis Fuel & Logistics	\$331,578.77		PW	Admin bldg HVAC upgrades
60481	Bourdoiseau, Yann	\$128.35		ADM	RcycRefund
60482	Brenntag Canada Inc.	\$1,005.88		PW	Chemicals
60483	Bureau Veritas	\$581.69	\$285.14	PW	ContSvsWtr
			\$296.55	PW	ContSvsWtr
			\$581.69		
60484	Caley, Bruce	\$122.50		ADM	RcycRefund
60485	Capital H2O Systems Inc.	\$1,181.24		PW	Chemicals
60486	Cotter Enterprises	\$5,775.00		PW	ContSvs
60487	Dawson City General Store	\$836.91	\$354.16	REC	ProgSupp
			\$447.61	ADM	OffSupp
			\$35.14	PW	JaniSupp
			\$836.91		
60488	Dawson Hardware Ltd.	\$1,041.80	\$477.40	PW	OpSupp
			\$81.25	PW	OpSupp-WTP
			\$94.48	PW	SafetySupp
			\$17.56	PW	BldgR&M
			\$14.16	PW	JaniSupp

The City of Dawson
 Cheque Run 24-05
 3/8/2024

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
	Dawson Hardware Ltd. (cont)		\$17.71	REC	BldgR&M
			\$19.45	PW	BldgR&M
			\$166.27	REC	SafetySupp
			\$34.47	REC	BldgR&M
			\$28.34	REC	OpSupp
			\$90.71	PW	JaniSupp
			<hr/>		
			\$1,041.80		
60489	Dawson Music Festival	\$3,000.00		REC	CommGrts
60490	Display Systems International Inc.	\$315.00		CABLE	Advertising
60491	Duka Environmental Services Ltd.	\$180.00		PW	Training Fees
60492	Eaton Industries (Canada) Co	\$349.65		PW	OpSupp-WTP
60493	Fit 22 Consulting Inc.	\$5,226.90		REC	NewEquip
60494	Grenon Enterprises Ltd.	\$11,825.63	\$2,065.88	PW	ContSvsFe11-17
			\$9,759.75	PW	ResWtrDel
			<hr/>		
			\$11,825.63		
60495	Hobbs, Justine	\$157.50		ADM	ProFees
60496	Humane Society Dawson	\$1,600.00		ADM	Grants
60497	Infosat Communications	\$101.10		PS	SatPhone
60498	Innovation, Science and Economic Dev	\$2,298.04		ADM	Annual Radio License
60499	Kenetic Welding	\$157.50		REC	ContSvs-Arena
60500	Manitoulin Transport	\$1,719.26		PW	Freight
60501	Mann, Alexander	\$402.65		PW	Travel
60502	Maximillian's Gold Rush Emporium	\$147.99		REC	OpSupp
60503	Mediquest Technologies Inc.	\$386.40		REC	SafetySupp
60504	Nordique Fire Protection	\$184.80		PW	ContSvs
60505	Northern Superior Mechanical	\$315.92	\$256.67	PW	OpSupp
			\$59.25	PW	VehR&M
			<hr/>		
			\$315.92		
60506	Norton Rose Fulbright	\$4,129.65		ADM	ProFees-Legal
60507	A Ray of Sunshine	\$25.28		REC	SafetySupp
60508	Shiver Arts Society	\$3,000.00		REC	Grant-Lotteries
60509	Superior Propane Inc	\$314.82		REC	Fuel
60510	Annie's Creek Birch Farm	\$588.00		PS	ContSvs
60511	Total North Communications Ltd	\$567.00	\$294.00	ADM	ContSvs
			\$273.00	PS	ContSvs
			<hr/>		
			\$567.00		
60512	Unbeatable Printing	\$425.25		REC	OpSupp
60513	Vassallo, Jason	\$552.65		PW	TrainingCrse-Mossies
60514	Yukon University	\$250.00		PW	Training
60515	Yukon Energy Corporation	\$47,873.46		ALL	YKN NRGY FEB20 STmt
60516	Yukon Government-Finance	\$43,377.05		ADM	2023AssessmtSvs
60517	Yukon Disc	\$612.00		REC	NonCapEquip



City of Dawson Report to Council

Agenda Item	Callison East - Project Charter
Prepared By	Planning and Development
Meeting Date	April 2, 2024
References (Bylaws, Policy, Leg.)	
Attachments	Project Charter

	Council Decision
x	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Committee of the Whole review the Callison East Project Charter and forward it to Council for approval.

Executive Summary

A Project Charter is required to set the direction and delineate the roles and responsibilities between the Yukon Government and City of Dawson in conducting the Callison East Land Development Project. This Project Charter outlines the project objectives, roles and responsibilities, and draft scope of work for the Callison East Land Development Project.

Background

During the March 5th CoW meeting, staff provided a land development update, which noted that the Yukon Government is considering developments in the Callison East area. The Project Charter outlines the work to be completed.

Discussion / Analysis

The Project Charter has been reviewed by Administration. It aligns with the OCP Guiding Principles including "Collaborate with Tr'ondëk Hwëch'in", "Support a strong and diverse economy", and "Encourage opportunities for local employment". It also corresponds to the long-term goals of the OCP for economic development, municipal finance, and environmental stewardship.

Fiscal Impact

Signing the Project Charter would have no fiscal impact.

Alternatives Considered

NA

Next Steps

Bringing the Project Charter to the next Council meeting for approval.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	28-Mar-2024

Project Charter between Government of Yukon and City of Dawson Callison East Land Development Project

The Government of Yukon and City of Dawson are working together to pursue the Callison East future commercial/industrial development area. The project will require coordination and partnership between the two organizations to manage all aspects of the project including the planning, engineering, technical studies, and overall construction and development of the area. This Project Charter outlines the project objectives, roles and responsibilities, and draft scope of work for the Callison East Land Development Project.

1.0 Project Background

The Callison East area has the potential to provide commercial/industrial lots that will help to satisfy commercial and industrial demand currently experienced in Dawson. Depending on the final development layout and density, the area could provide sufficient lot inventory for the municipality over the long-term.

The planning area is approximately 51 hectares in size. Feasibility work is underway and have found that large portions of the area are not suitable for development primarily due to ground conditions. However, geotechnical assessments have found that approximately 15 hectares are potentially suitable for lot development. For the purpose of the master plan, however, the entire planning area will be examined as it relates to access options, greenspace allocations, etc.

The area does not currently have access and will be determined during the master plan process. The land is vacant, unsurveyed Yukon Commissioner's Land. Refer to the attached sketch in Appendix A for the planning area.

The area is subject to the City of Dawson Official Community Plan (OCP) and Zoning Bylaw. The OCP designates the development area as Future Planning and the Zoning Bylaw zones the area also as Future Planning. After approval of the master plan, OCP and Zoning amendments will be sought to reflect the final land uses of the master plan. Direction has also been set for unserviced commercial/industrial development with connection to power and telecommunications.

Time is of the essence due to the complexity and length of time involved in proceeding through the entire land development process to a public lot release. In order for the overall process to be successful, there is a need for all Parties involved to have a clear understanding of their respective roles and responsibilities in this process.

2.0 Project Objectives

The project objectives are to:

- determine the feasibility and development potential of the City of Dawson's Callison East commercial/industrial area, including assessing development costs of preparing the lots for sale;
- develop a master plan for the Callison East commercial/industrial area that provides overall direction and a vision for the subdivision;
- develop preliminary engineering for the development;
- develop detailed engineering, including a Development Agreement for infrastructure such as roads, power and telecommunications;
- implement, construct, develop, and prepare lots for release; and
- engage and consult with Tr'ondëk Hwëch'in, stakeholder and community organizations, and residents.

3.0 Project Management

As this is Government of Yukon land, YG will be the primary project manager, with support from the City of Dawson. Procurement methods will follow applicable YG regulations and standard practices. The City of Dawson will assist YG in the public engagement and communications component of this project.

4.0 Draft Project Workplan (note: subject to change based on new information)

Phase	Notable Tasks	Lead (L) and Support (S)	General Timelines for Completion ¹
Feasibility Work	<ul style="list-style-type: none"> • Environmental • Geotechnical • Heritage 	Government of Yukon (L)	Summer 2024
Callison East Master Plan and Pre-Design Report	<ul style="list-style-type: none"> • Development concept • Recommended zoning, subdivision layout • Preliminary engineering • Class C cost estimates • City of Dawson Council Approval 	Government of Yukon (L) City of Dawson (S)	Spring 2025
OCP and Zoning Amendments	<ul style="list-style-type: none"> • OCP amendment • Zoning Bylaw amendment 	City of Dawson (L) Government of Yukon (S)	Summer 2025
YESAA Process and Decision Document	<ul style="list-style-type: none"> • Project proposal and application • Final Decision Document 	Government of Yukon (L) City of Dawson (S)	Summer 2025
Detailed Design	<ul style="list-style-type: none"> • Development Agreement between City and YG • Detailed subdivision design • Infrastructure design 	Government of Yukon (L) City of Dawson (S)	Fall 2025
Construction and Subdivision Approval	<ul style="list-style-type: none"> • Subdivision approval • Legal Survey • Clearing, grading, road construction, and power/telecommunications improvements 	Government of Yukon (L) City of Dawson (S)	Summer 2026
Lot Release	<ul style="list-style-type: none"> • Appraisals • Lot pricing • Lot release 	Government of Yukon (L)	Summer/Fall 2026

¹ Timelines are preliminary and subject to change

5.0 Callison East Master Plan and Pre-Design Report Roles and Responsibilities

This particular stage in the planning and development process for Callison East warrants a specific outline of roles and responsibilities between the City of Dawson and Government of Yukon. This charter should be updated as the project enters latter stages including detailed design and construction.

City of Dawson	Government of Yukon, Community Services	Consultant Team
<ul style="list-style-type: none"> • Provides logistical support for the public engagement component to the consultant team hired to complete the master plan. • Acts as media spokesperson and main point of contact regarding media or public/community enquiries. • Processes OCP and Zoning amendments that come out of the master plan process. • Advises and provides reviews and comments on the planning, design, and engineering components of the master plan. • Facilitate and support the Consultant Team’s presentation of the final master plan and pre-design report to Council. 	<ul style="list-style-type: none"> • Decision maker on all contractual aspects of the master plan and pre-design report, including contract management for the consultant hired to complete the master plan. • Provides funding for the planning, public engagement, engineering, and technical work required to complete the master plan. • Provides funding for community engagement events related to this event including public meeting expenses, advertising, room rentals, catering, and incidentals. • Manages the financial aspects of the project, on a cost recovery basis. • Drafts any Cabinet or Management Board submissions necessary. • Works with the consultant to coordinate and manage the project submission to YESAB for review. 	<ul style="list-style-type: none"> • Prepares, leads, and presents at public engagement events; • Prepares and produces any posters, handouts, and other distribution and display materials for public engagement events. • Coordinates any meetings or workshops involving City of Dawson, Government of Yukon, and other partners; • Compiles and analyzes all data, reports, and background documents; • Coordinates and leads any site visits; • Coordinates and manages any sub-consultants working as part of the team; • Conducts any research associated with the project; • Prepares all reports, maps, documents, and final deliverables associated with the project; • Prepares and submits the project proposal to YESAB for review. • Presents final plans and deliverables if necessary (e.g. presentations to Dawson City Council).

6.0 Callison East Master Plan and Pre-Design Report Deliverables

The final deliverable is expected to be an overall master plan for the study area and preliminary engineering for all infrastructure, grading, and construction work. Components of the final deliverable include:

- final Master Plan concept;
- final subdivision plan. It will include elements such areas as commercial/industrial lots, access and transportation, trails and greenspaces/non developable areas, zoning, and lot lines;
- phasing plan and implementation plan that outlines a detailed step-by-step account of next steps and responsibilities;
- preliminary engineering servicing plan that will include all engineering and servicing requirements for the subdivision. This includes connections to power supply, telecommunications, surface works and storm drainage;
- servicing Class “C” cost estimates based on the Master Plan and pre-design work;
- analysis of estimated long-term operational costs to the City of Dawson including servicing, roads, and other assets; and
- an economic and market analysis of the proposed development including anticipated absorption, market conditions, commercial/industrial lot demand and preferences, lot release models, and cost-recovery models.

7.0 Development Cost Recovery

- YG Community Services will manage the project on a cost recovery basis.
- All costs associated with the planning, engineering, and construction of the development within the study area will be recovered through revenue from future lot sales of YG tenure.

8.0 Risks, Constraints, Assumptions

- Risk in spending resources that may not be cost recoverable if development does not proceed (either due to viability/feasibility issues).
- Risk of lack of community or other governments buy-in of the proposed development scheme (i.e. existing Callison East lot owners not in support of development).
- Risk of uncovering environmental contamination/liability and the accompanying concerns these issues may raise within the community.

9.0 Understanding & Acceptance

We the undersigned support the planning and development of the Callison East area in the City of Dawson for future commercial/industrial development, as per the above.

In recognition that the Yukon is acting as the developer for this project, it is understood that lots will be developed and sold in accordance with the Yukon Lands Act and regulations.

We agree to appoint representatives from our respective organizations to assist with the development of these lands. We hereby provide the Department of Community Services with a mandate to proceed.

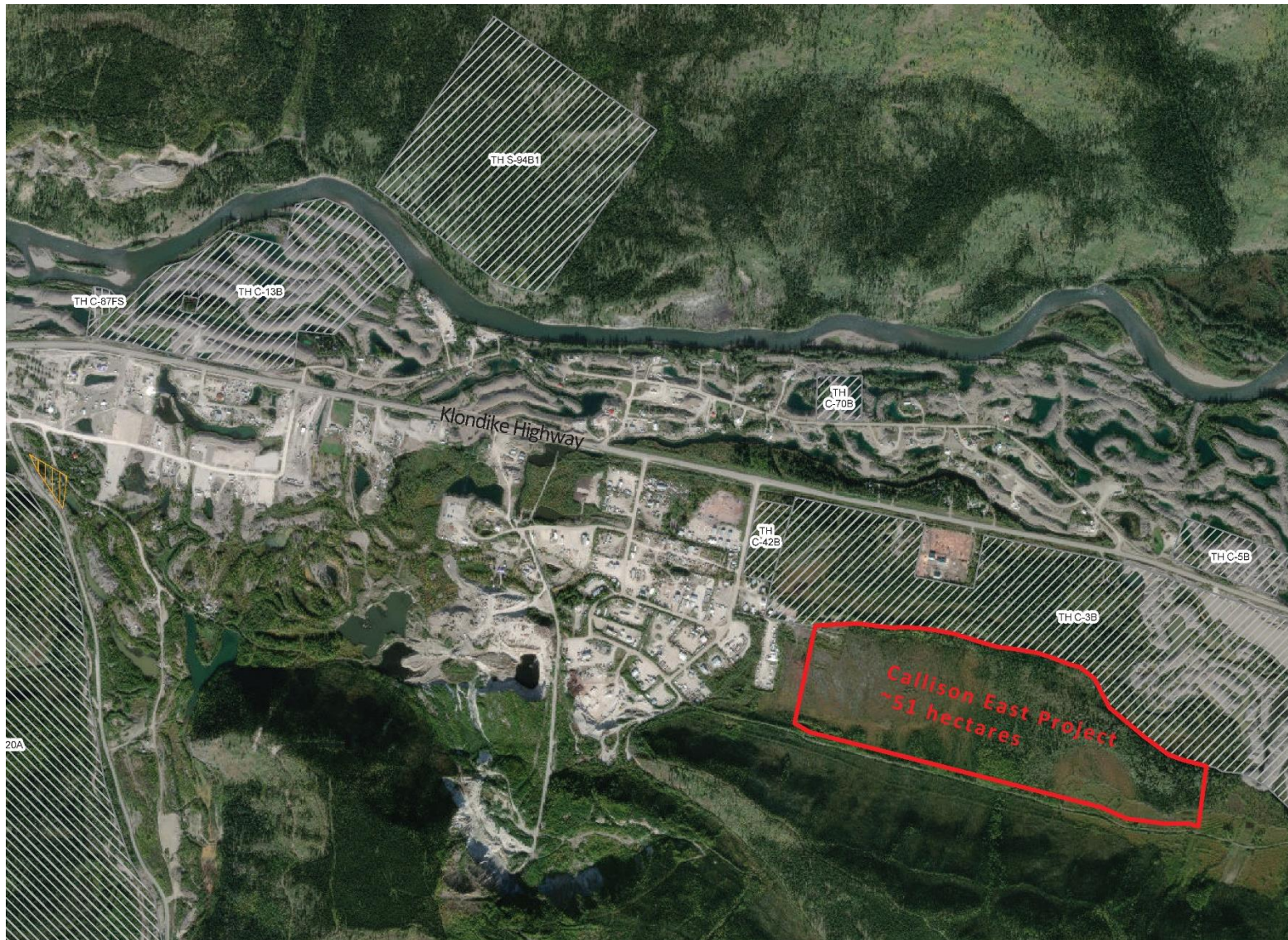
Laura Prentice, Director
Land Development Branch, Community Services
Government of Yukon

Date

David Henderson, Chief Administrative Officer
City of Dawson

Date

Appendix A – Planning Area





City of Dawson Report to Council

Agenda Item	Snow and Ice Policy
Prepared By	Public Works Manager
Meeting Date	March 19, 2024
References (Bylaws, Policy, Leg.)	-1988-03 Maintenance of Alleys -
Attachments	<ul style="list-style-type: none"> • Snow and Ice Control Policy Draft • Windrow Removal Policy

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

Recommendation

That Council adopts the Snow and Ice Control and Windrow Removal Policy

Executive Summary

The City of Dawson has long been without a detailed and comprehensive Snow and Ice Control and Windrow removal policy. Many current practices have been “ad hoc” and past practised based without firm policy to shore up decision making processes.

Discussion / Analysis

Dawson City has seen drastic increases in population, housing density and infrastructure within both the downtown core and external areas within city limits. Previous decisions have been based in historical practise rather than firm policy. This has led to confusion within both the citizen base and staff as to correct and expected procedure regarding snow removal, grading, temporal priorities etc. It has also led to increased workload on city staff and contractors without clear direction of needs of residents and responsibilities of the city. Having a clear and updated policy in place, reflecting the changing socio-economic landscape of Dawson will allow better and more realistic budgeting, potentially reduce costs and allow clear direction in the service of the community.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	28-Mar-2024

SNOW AND ICE CONTROL POLICY

PURPOSE

1. The Snow and Ice Control Policy is necessary to make a clear statement of the intent of the City of Dawson's winter maintenance operations, to establish priorities and service levels and to manage budgetary constraints. An effective and efficient Snow and Ice Control program is vital to allowing the City to function under normal winter weather conditions to reduce snow and ice hazards and to provide reasonable winter mobility on City infrastructure including roadways, active transportation networks, lanes and parking lots while allowing citizens an understanding of their rights and responsibilities under this policy.

OBJECTIVES

2. The objectives of the City's Snow and Ice Control Policy are to:
 - (1) Allow safe and equitable access to winter Transportation Routes including roadways, Sidewalks and active Transportation Routes;
 - (2) Provide for the operation and safe access of vehicles providing Fire, Police, and Emergency Medical Services;
 - (3) Prevent or reduce collisions, slips, falls and injury to people due to winter conditions;
 - (4) Balance the limited resources of the City and the competing interests of City residents and other stakeholders.

This policy covers most winter maintenance scenarios. When unusual conditions or extreme weather events occur, including, without limitation, above average snow fall or extreme winter storms, the Public Works or designate shall use their discretion and judgement in the application of this policy to achieve the desired level of service as resources permit. This may include temporary deviation from the established priorities and service standards, or other decisions which may result in temporary inconsistencies with this policy.

This policy is intended to assist transportation network users that are properly equipped for winter conditions, operating vehicles and other equipment in a manner consistent with effective winter driving habits and with due care and attention to conditions. This policy will be reviewed periodically to ensure that the priorities, service levels and support systems continue to meet the purpose of this policy, the competing interests of the City's residents and other stakeholders are balanced effectively, and to ensure adequate resources and reserves are both in place and available for winter maintenance operations.

DEFINITIONS

3. In this policy,

"Downtown Core" means the area bordered by Front Street, Fifth Ave, Albert Street and Craig St. but including Streets up to 8th Avenue.

"COMPACTED SNOW SURFACE" means that snow will be allowed to accumulate and be packed by traffic or levelled by snow ploughs.

"DE-ICER" means the chemical agent that the City uses to mix with sand to control ice, usually sodium chloride.

"DRAINAGE PROBLEM" means problems caused by accumulated or running snow melt water.

"FEES AND CHARGES BYLAW" means the City's *Fees and Charges Bylaw* as amended or replaced from time to time.

"GLACIATION" means ground water surfacing, freezing and the accumulation of ice.

"ICE CONTROL" means control of the build-up of packed snow or ice through the use of equipment, Sanding and De-Icer.

"Public Works Manager" means the Public Works Manager or their approved designate.

"OPENED" means the ploughing of snow from the driving lanes to the side.

"ROAD" means a road as identified in Appendix A. For greater certainty, Roads do not include Low volume roads or "end roads" that were not designed and constructed to the applicable Engineering Standards of the time and such roads are not subject to this Policy.

"SANDING" means the application, either manually or by mechanical spreaders, of De-Icer treated sand to improve traction.

"SIDEWALK" means the hard surface designed and constructed for and normally used by pedestrians, excluding multi-use paths.

"SNOW AND ICE CONTROL" means all operations associated with Snow Ploughing, Snow Loading and Hauling, and Ice Control.

“SNOW STORAGE SITE” means a pre-approved location for the dumping and storage of hauled snow.

“SNOW LOADING AND HAULING” means the removal of snow from City Roads, parking lots, lanes and Sidewalks by loading the snow from windrows onto trucks and hauling the snow to Snow Storage Sites.

“SNOW PLOUGHING” means the ploughing of snow into windrows in storage areas on City roads, lanes, Sidewalks and paved trails. Storage areas can be, among other things, on centre medians, boulevards, adjacent to the curb or Sidewalk and at the edge of back lanes or City owned parking lots.

“TRANSPORTATION ROUTE” means a Road, Sidewalk or paved trail as identified in Appendix A or C.

RESPONSIBILITIES

4. City Council shall set and adopt:
 - (1) The snow removal budget;
 - (2) The levels of service under this policy; and
 - (3) The priority 1 and 2 street, trail and sidewalk maps and all prioritization of services under this Policy.
5. The Public Works Manager or designate shall oversee the implementation of the Snow and Ice Control Policy by:
 - (1) Determining when and how to initiate and perform snow and Ice Control operations in accordance with this policy;
 - (2) Allocating and scheduling resources in accordance with the priorities established by Council under this policy;
 - (3) Coordinating and allocating resources with other City departments as needed to perform snow and ice control operations in accordance with this policy;
 - (4) Obtaining, allocating and scheduling privately held resources;
 - (5) Addressing public concerns in respect of Snow and Ice Control;
 - (6) Managing the winter roads and snow removal budget; and
 - (7) Recommending revisions to this policy to Council on an as needed basis.
6. Public Works employees shall operate City owned equipment in their Snow and Ice Control duties in accordance with this policy and the instructions of the Public Works Manager or designate.

TRANSPORTATION ROUTE PRIORITY AND STANDARDS

7. The City operates with a limited amount of funds which are required for a number of purposes and projects. In establishing the Snow and Ice Control Policy, the

City must take into consideration its limited financial resources, equipment and personnel. Priorities and standards are established to provide the greatest benefit to the majority of the travelling public. This involves balancing the City's limited resources with the competing interests of City residents and other stakeholders. How, when and where the City undertakes Snow and Ice Control depends on the City Council approved priority system, as detailed in this policy, as well as other factors which may include, without limitation:

- (1) Temperatures before, during, and after snowfall or other event;
 - (2) Duration of the event;
 - (3) Amount of accumulated snow;
 - (4) Temperature of the Road surface;
 - (5) Wind speed and direction; and
 - (6) The weather forecast for the days following the storm.
8. City Council has set three priority ratings for Routes with consideration given to, among other things, traffic volume, terrain, transit, emergency services, drift exposure, Drainage Problems, Road classification, Road geometrics, , and the requirement for City staff to respond to changing needs within the community. The standard of service for Snow and Ice Control is to be completed in accordance with this policy and approved budgets. The priority ratings and standards of service are described as follows:

Priority	Description	Standard
1	<ul style="list-style-type: none"> • Freeways and major arterial Roads • Emergency routes • Major transit routes • Roads with steep grades • Areas with known Drainage Problems during spring melt • Downtown Core 	<ul style="list-style-type: none"> • Routes Opened in 24 hours • Routes ploughed to the shoulder in 72 hours • Ice Control operations in 24 hours
2	<ul style="list-style-type: none"> • Arterial Roads • Transit routes • Major industrial Roads • Access to prioritized City facilities • Prioritized City-owned parking lots • Emergency routes within priority 2 zones 	<ul style="list-style-type: none"> • Routes Opened in 48 hours • Routes ploughed to the shoulder in 72 hours • Ice Control operations in 48 hours
3	<ul style="list-style-type: none"> • Remainder of City Roads (excluding 'low volume') • City owned parking lots and lanes 	<ul style="list-style-type: none"> • Roads Opened, ploughed and Ice Control performed after higher priority Transportation Routes

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SNOW PLOUGHING OF ROADS, CITY-OWNED PARKING LOTS AND LANES

9. Snow Ploughing and Sanding operations will commence in priority order in accordance with this policy during a snow event forecast to include snow accumulation, and in consideration of, among other things, field conditions and the weather forecast. When heavy snowfalls are continuous, or follow closely one after the other, operations will be repeated or continued on the highest priority until completed before moving on to the next highest priority.
10. Priority 1 Roads will be ploughed to remove snow while still maintaining insulation for frost protection of underground utilities as a Compacted Snow Surface.
11. Priority 2 Roads will be ploughed to remove snow, but snow of varying depths may be left on the Road in accordance with what is required to minimize driving difficulty.
12. Snow Ploughing of priority 3 Roads, laneways and parking lots will be completed after all other priority Roads are ploughed, and will only be completed as required to ensure that they are passable. Priority 3 Roads will be bladed flat and maintained as a Compacted Snow Surface.
13. Snow Ploughing may result in windrows on both sides of the Road or to the centre of the Road. The clearing of windrows in front of driveways left by Snow Ploughing equipment shall be the responsibility of the property owner or other affected individual, company or party.
14. **The City will clear windrows from the front of driveways for occupants who have applied and been approved for the senior citizens or persons with disabilities windrow removal service.** Windrows will be cleared after Snow Ploughing operations are complete in order of Road priority listed in this policy and as other operations allow.
15. The clearing of snow between the edge of the street and all public fire hydrants is the responsibility of the City. The work shall be completed when the snow depth obstructs the hydrant from clear view. Residents shall not pile driveway or Sidewalk snow around fire hydrants.

SNOW LOADING AND HAULING FROM ROADS, CITY-OWNED PARKING LOTS AND LANES

16. Snow Loading and Hauling operations on Roads will be initiated in priority order.
17. Snow clearing and Snow Loading and Hauling operations will take place on priority 1 and priority 2 Roads and priority parking lots, including those located in

residential areas, at any time, 24 hours per day, seven days per week. Disruption in residential areas will be reduced where possible between the hours of 2300 and 0700.

ICE CONTROL FOR ROADS, CITY OWNED PARKING LOTS AND LANES

18. Following Snow Ploughing the City will provide Ice Control on Roads, City parking lots and lanes in accordance with the priorities described for Snow Ploughing, and more specifically in accordance with the following sub-priorities:
 - (1) Intersections with traffic signals,
 - (2) Roads with steep grades,
 - (3) Intersections and corners on Priority 1 roadways,
 - (4) Intersections and corners on Priority 2 Roads,
 - (5) Intersections and corners within priority City-owned parking lots,
 - (6) Intersections and corners on Priority 3 Roads,
 - (7) Parking lots and lanes as required providing for Ice Control, and
 - (8) As required in emergency situations.
19. Ice Control will not normally be undertaken outside of areas listed.

GLACIATION

20. The City shall not be responsible for ice accumulation on properties other than roads and highways to ensure safe passage. The City reserves the right to limit traffic on roads and highways deemed "uncontrollable" in terms of ice accumulation. This may include traffic restriction or complete closure as deemed necessary by the Public Works manager or designate.

SIDEWALKS

21. The City will provide Ice Control on sidewalks adjacent to City property, as required by the City's Maintenance Bylaw.
22. Sidewalks adjacent to other public parties, businesses or private owners are the responsibility of the property owner.

HOURS OF OPERATION AND STAFF DEPLOYMENT

23. The City will provide Snow Ploughing and Removal as needed within the geographical boundaries of the City of Dawson, excluding the Klondike Highway and private developments.
24. When abnormal winter weather or Road conditions exist as caused by severe or repetitive storms or emergency situations, overtime, additional City equipment

and outside forces and equipment may be mobilized at the discretion of the Public Works Manager or designate.

25. Except for emergency situations, as determined by the Public Works Manager or designate, Snow and Ice Control operations will be suspended where the daily high temperature is lower than minus 35 degrees Celsius (-35°C).

PARKING BANS

26. Parking bans may be implemented as required to provide for Snow and Ice Control operations. Notification will be provided to area residents at least 24 hours prior to a parking ban, except in the case of an emergency. Vehicles that do not adhere to the parking ban shall be towed, and the owner of the vehicle shall be responsible for all towing costs.

COMMUNICATION

27. All concerns and inquiries shall be handled by the Fleet and Transportation Maintenance Department Administrative Assistant at the Snow Line 633-7669, Monday to Friday, 0800 to 1600. At all other times, emergency concerns and inquiries shall be directed to the After Hours Trouble Line at 667-2111.
28. Maintenance activities or information may be advertised in local newspapers, daily radio reports, social media and may be included in the Fleet and Transportation Department pages on the City website (www.whitehorse.ca).

SNOW STORAGE SITES

29. No person, other than an employee of the Public Works Department or a person contracted by the City for snow removal, engaged in ordinary duties, shall use a snow storage site without first obtaining a permit from the Public Works Department.
30. The fee for a permit will be as listed in the City's Fees and Charges Bylaw and will be valid for the current winter season.
31. The Manager of the Public Works Department may restrict the use of certain snow storage sites and may make rules governing the disposal of snow in snow storage sites.
32. The Manager of the Public Works Department reserves the right to limit, amend or cancel any permit at any time and for any reason, in their sole discretion.

APPENDICES

33. Appendices "A", "B", and "C" shall be reviewed by the Manager of Fleet and Transportation Maintenance on an annual basis and adopted by Council if there are any changes. Revisions for priority streets and snow storage sites will be included in both text and maps; only maps will be revised with respect to Sidewalk clearing and transit stops.
34. Appendix "A", Priority Transportation Roads
35. Appendix "B", Snow Storage Sites
36. Appendix "C", Sidewalks, Transit Stops and Trails
37. Appendix "D", Snow Dump Permit Application

38. Appendix "E", Senior/Disabled Windrow Removal Application

FORCE AND EFFECT

39. This policy shall come into full force and effect upon adoption by Council.

HISTORY OF AMENDMENTS

Date of Council Decision	Reference (Resolution #)	Description

APPENDIX "A" TEXT – SNOW CLEARING PRIORITY ROADS**PRIORITY 1**

Thoroughfares:	Hamilton Boulevard, Landfill Road, Lobird Road, Mountainview Drive, Robert Service Way, Two Mile Hill, Whistle Bend Way
Crestview:	Azure Road between Alaska Highway and Klukshu Avenue, Kathleen Road
Downtown:	2nd Avenue, 4th Avenue, Black Street between Front and 2nd, Ogilvie Street
Marwell:	Quartz Road, Copper Road
Porter Creek:	12 th Avenue, Centennial Street, Clyde Wann Road, Hickory Street
Riverdale:	Alsek Road, Hospital Road, Lewes Boulevard, Nisutlin Drive to Alsek Road
Takhini:	Range Road, University Drive
Whistle Bend:	Casca Boulevard

PRIORITY 2

Arkell:	Heron Drive
Canyon Crescent:	from Alaska Highway to Canyon Crescent loop
Copper Ridge:	Emerald Trail, Falcon Drive, Lazulite Drive, North Star Drive

.../continued

PRIORITY 2 con't

Cowley Creek:	Dolly Varden Drive, Salmon Trail
Crestview:	Klukshu Road; Squanga Road, Rainbow Road
Downtown:	3 rd Avenue, 5 th Avenue between Main and Ogilvie, 6 th Avenue between Lambert and Ogilvie, 7 th Avenue between Ogilvie and Baxter, Alexander Street from 4 th to 6 th , Baxter Street, Black Street from Front to 6 th , Central Business District roads, Front Street between Lambert and Black, Hanson Street from 2 nd to 6 th , Hawkins Street from 2 nd to 4 th , Hoge Street from 3 rd to 4 th , Jarvis Street from Front to 6 th , Lambert Street, Lowe Street from 2 nd to 3 rd , Ogilvie Street from Front to 2 nd , Ray Street, Rogers Street from 2 nd to 3 rd
Fox Haven:	Alusru Way
Granger:	Thompson Road
Hidden Valley:	Couch Road
Hillcrest:	Burns Road, Hillcrest Drive, Park Lane, Roundel Road, Sunset Drive North
Ingram:	Mallard Way
Kulan:	Laberge Road, Bennett Road, Lindeman Road
Logan:	Falcon Drive
McIntyre:	McIntyre Drive
McClean Lake:	Bottom portion of McClean Lake Road
MacRae:	Denver Road, Fraser Road, Lorne Road
MacPherson:	MacPherson Road and Marion Crescent
Mary Lake:	Fireweed Drive
Marwell:	Chilkoot Way, portion of Gypsum Road, Industrial Road, portion of Silver Road, Tlingit Road, Tungsten Road
Pineridge:	Castle Drive, Harvey Road, portion of Logan Road, Nansen Drive
Porter Creek:	11 th Avenue between Fir and Pine, 13 th Avenue, 14 th Avenue, 15 th Avenue and 17 th Avenue East of the Alaska Highway, Pine Street south of 12 th , Ponderosa Drive, Grove Street, Fir Street between 11 th and 14 th , Holly Street, Sycamore Street, Beech Street, Redwood Street, Basswood Street and Cedar Crescent (By Holy Family School only), Larch Road, MacDonald Road.
Range Point:	Range Road from Mountainview drive North, River Ridge Lane
Raven's Ridge:	War Eagle Way

.../continued

PRIORITY 2 (con't)

Riverdale: Duke Street, Klondike Road, Selkirk Street between Nisutlin and Selkirk Elementary

Spruce Hill: Engelmann Drive to Sitka Crescent, Sitka Crescent

Takhini: Normandy Road North, Rhine Way

Valleyview: Sumanik Drive

Whistle Bend: Keno Way between Casca and Casca, portion of Olive May Way

Whitehorse Copper: Collins Lane, Esker Drive, Moraine Drive, Talus Drive, Mt. Sima Road (when ski hill is in operation)

Wolf Creek: Portion of Dawson Road, Cronkite Road

Wolf Creek North: Blaker Place

Yukon Gardens: Metropolit Way

Parking Lots: Canada Games Centre, Takhini Arena, Mount McIntyre Recreation Centre, Main-Steele Parkade (behind Scotia Bank), Second and Steele Parkade (behind CIBC Bank), Public Safety Building

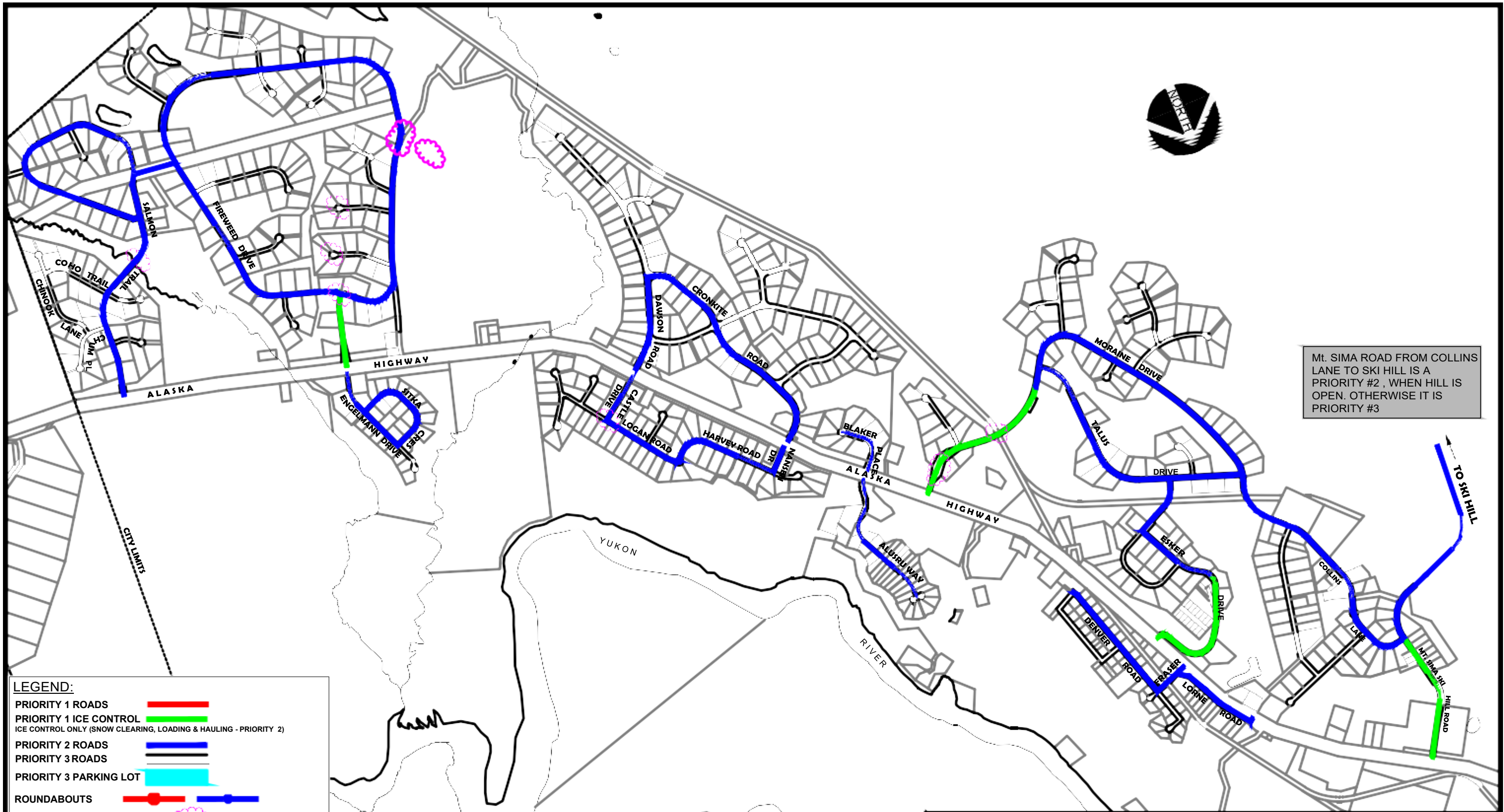
PRIORITY 3

All remaining City owned Roads, Laneways and parking lots with the exception of "low volume or end" Roads.

SNOW STORAGE SITES

1. Dome Road South of Crocus Field
2. North End Dog Park

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Mt. SIMA ROAD FROM COLLINS LANE TO SKI HILL IS A PRIORITY #2 , WHEN HILL IS OPEN. OTHERWISE IT IS PRIORITY #3

LEGEND:

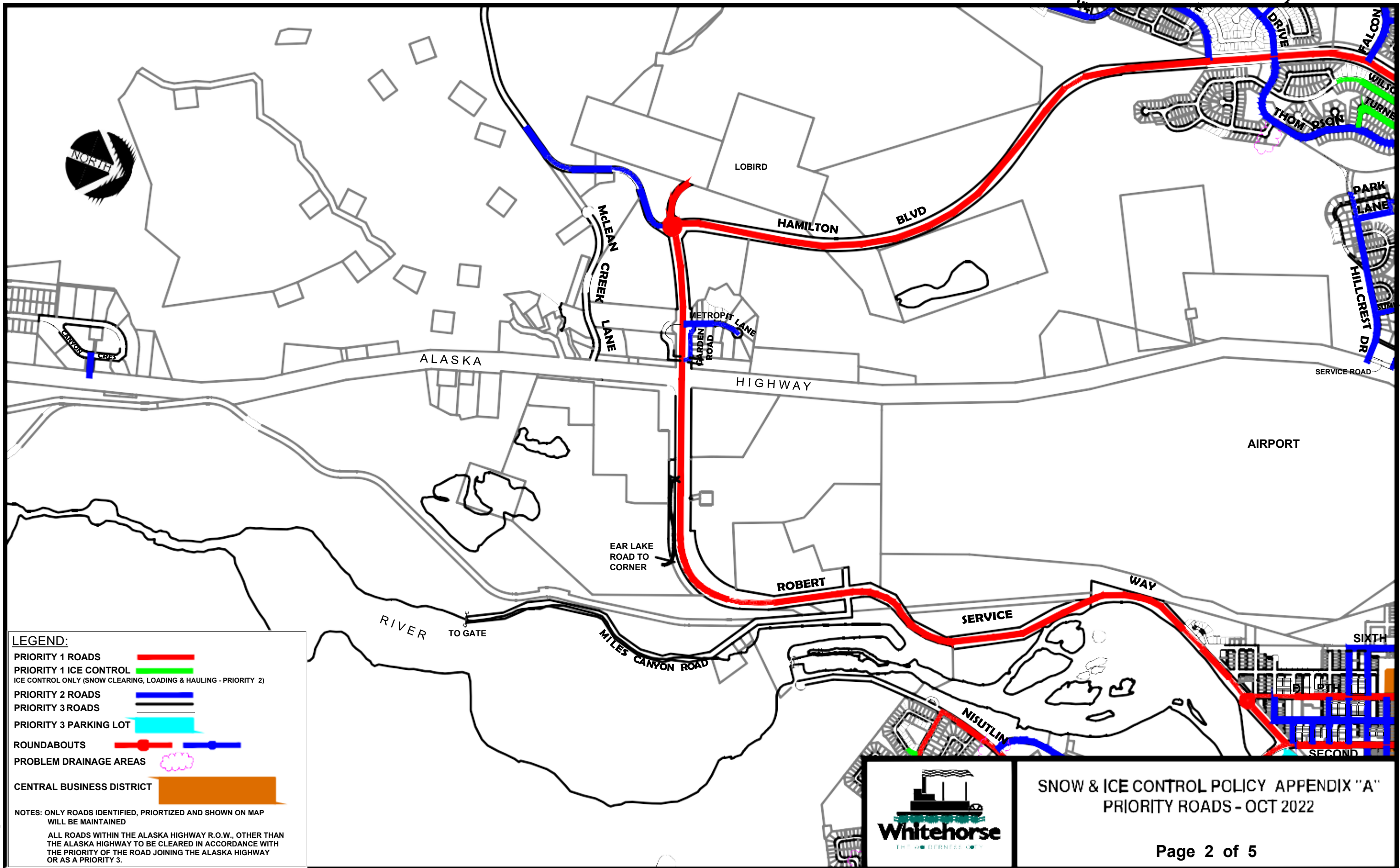
- PRIORITY 1 ROADS** ———
- PRIORITY 1 ICE CONTROL** ———
- ICE CONTROL ONLY (SNOW CLEARING, LOADING & HAULING - PRIORITY 2)
- PRIORITY 2 ROADS** ———
- PRIORITY 3 ROADS** ———
- PRIORITY 3 PARKING LOT**
- ROUNDBABOUTS** ● ●
- PROBLEM DRAINAGE AREAS** ☁
- CENTRAL BUSINESS DISTRICT**

NOTES: ONLY ROADS IDENTIFIED, PRIORITIZED AND SHOWN ON MAP WILL BE MAINTAINED

ALL ROADS WITHIN THE ALASKA HIGHWAY R.O.W., OTHER THAN THE ALASKA HIGHWAY TO BE CLEARED IN ACCORDANCE WITH THE PRIORITY OF THE ROAD JOINING THE ALASKA HIGHWAY OR AS A PRIORITY 3.



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LEGEND:

- PRIORITY 1 ROADS ———
- PRIORITY 1 ICE CONTROL ———
- ICE CONTROL ONLY (SNOW CLEARING, LOADING & HAULING - PRIORITY 2) ———
- PRIORITY 2 ROADS ———
- PRIORITY 3 ROADS ———
- PRIORITY 3 PARKING LOT
- ROUNDBABOUTS ● ●
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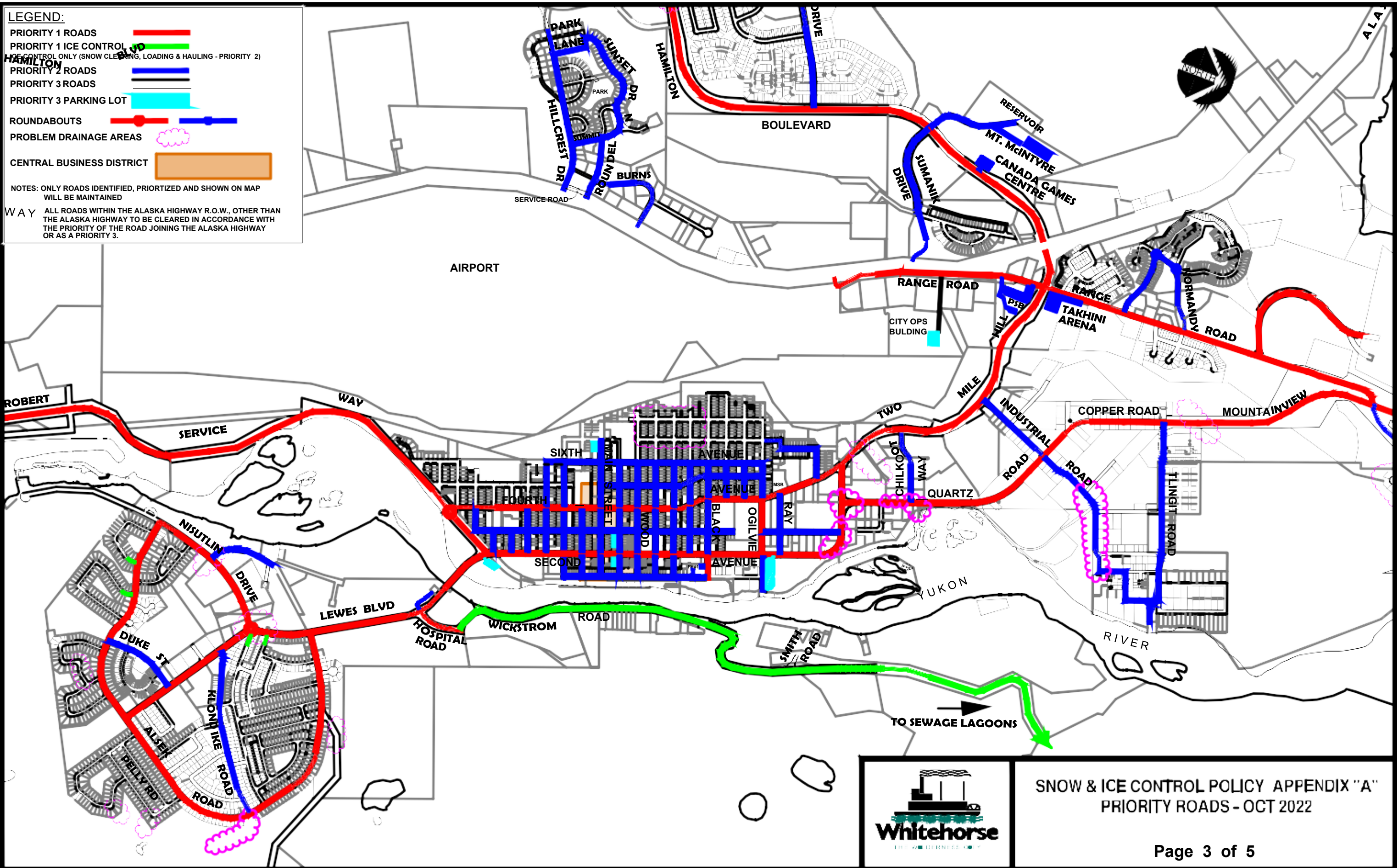
SNOW & ICE CONTROL POLICY APPENDIX "A"
PRIORITY ROADS - OCT 2022

LEGEND:

- PRIORITY 1 ROADS
- PRIORITY 1 ICE CONTROL
- ICE CONTROL ONLY (SNOW CLEARING, LOADING & HAULING - PRIORITY 2)
- PRIORITY 2 ROADS
- PRIORITY 3 ROADS
- PRIORITY 3 PARKING LOT
- ROUNDBABOUTS
- PROBLEM DRAINAGE AREAS
- CENTRAL BUSINESS DISTRICT

NOTES: ONLY ROADS IDENTIFIED, PRIORTIZED AND SHOWN ON MAP WILL BE MAINTAINED

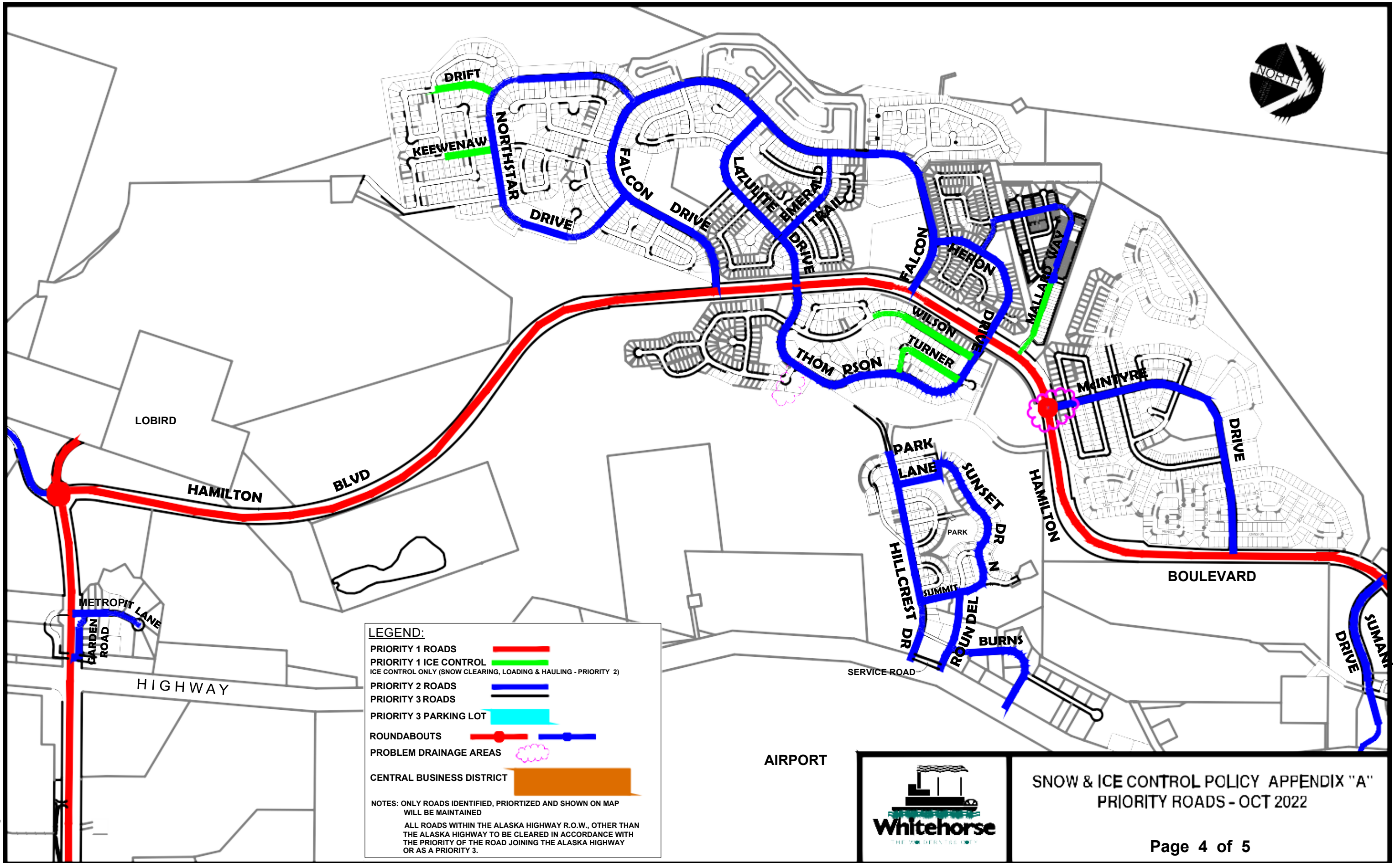
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LEGEND:

- PRIORITY 1 ROADS
- PRIORITY 1 ICE CONTROL
- ICE CONTROL ONLY (SNOW CLEARING, LOADING & HAULING - PRIORITY 2)
- PRIORITY 2 ROADS
- PRIORITY 3 ROADS
- PRIORITY 3 PARKING LOT
- ROUNDBABOUTS
- PROBLEM DRAINAGE AREAS
- CENTRAL BUSINESS DISTRICT

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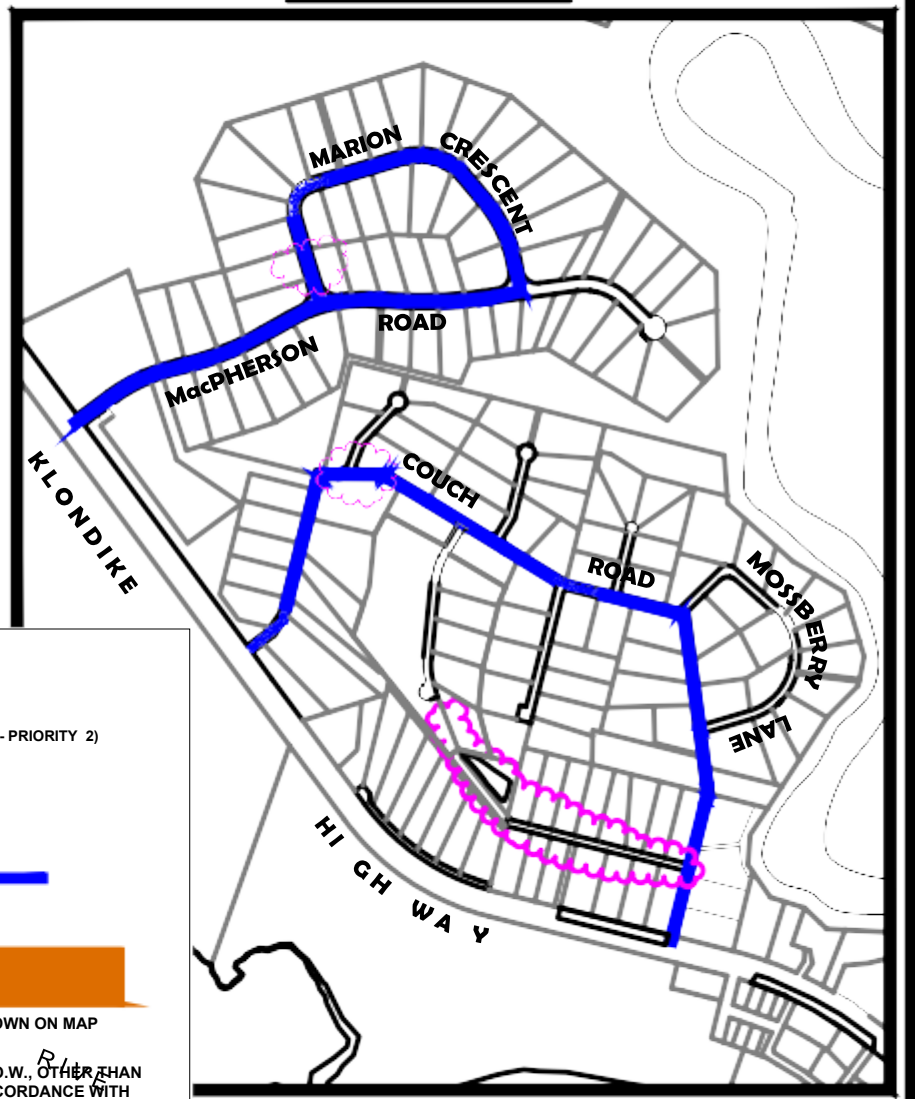
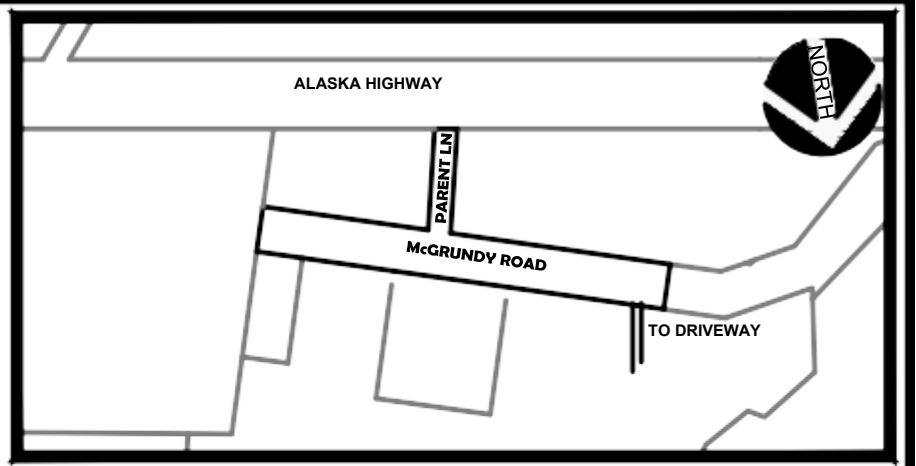
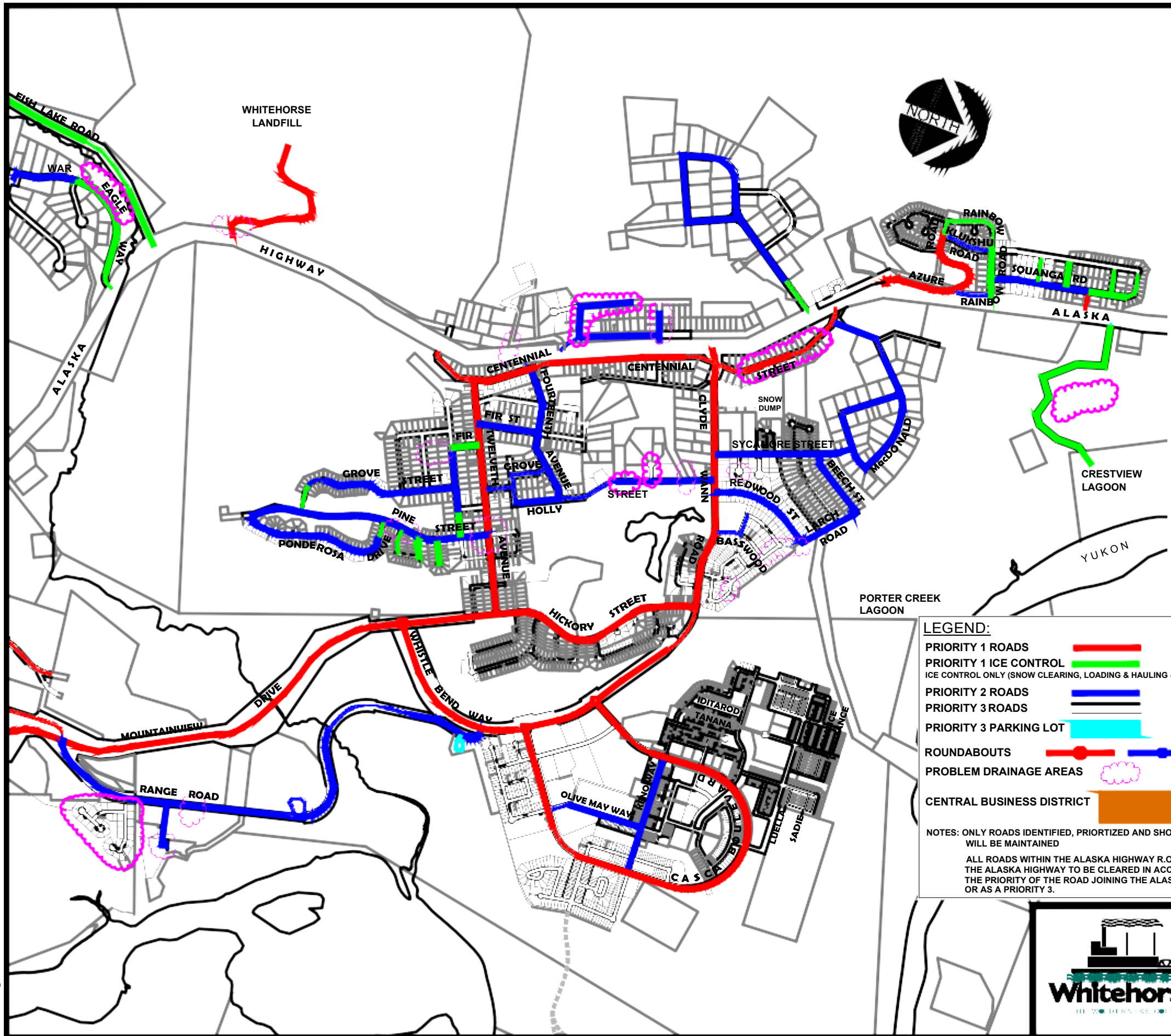
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AIRPORT



SNOW & ICE CONTROL POLICY APPENDIX "A"
PRIORITY ROADS - OCT 2022

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LEGEND:

- PRIORITY 1 ROADS ———
- PRIORITY 1 ICE CONTROL ———
- ICE CONTROL ONLY (SNOW CLEARING, LOADING & HAULING - PRIORITY 2) ———
- PRIORITY 2 ROADS ———
- PRIORITY 3 ROADS ———
- PRIORITY 3 PARKING LOT
- ROUNDBABOUTS ● ●
- PROBLEM DRAINAGE AREAS ⬭
- CENTRAL BUSINESS DISTRICT

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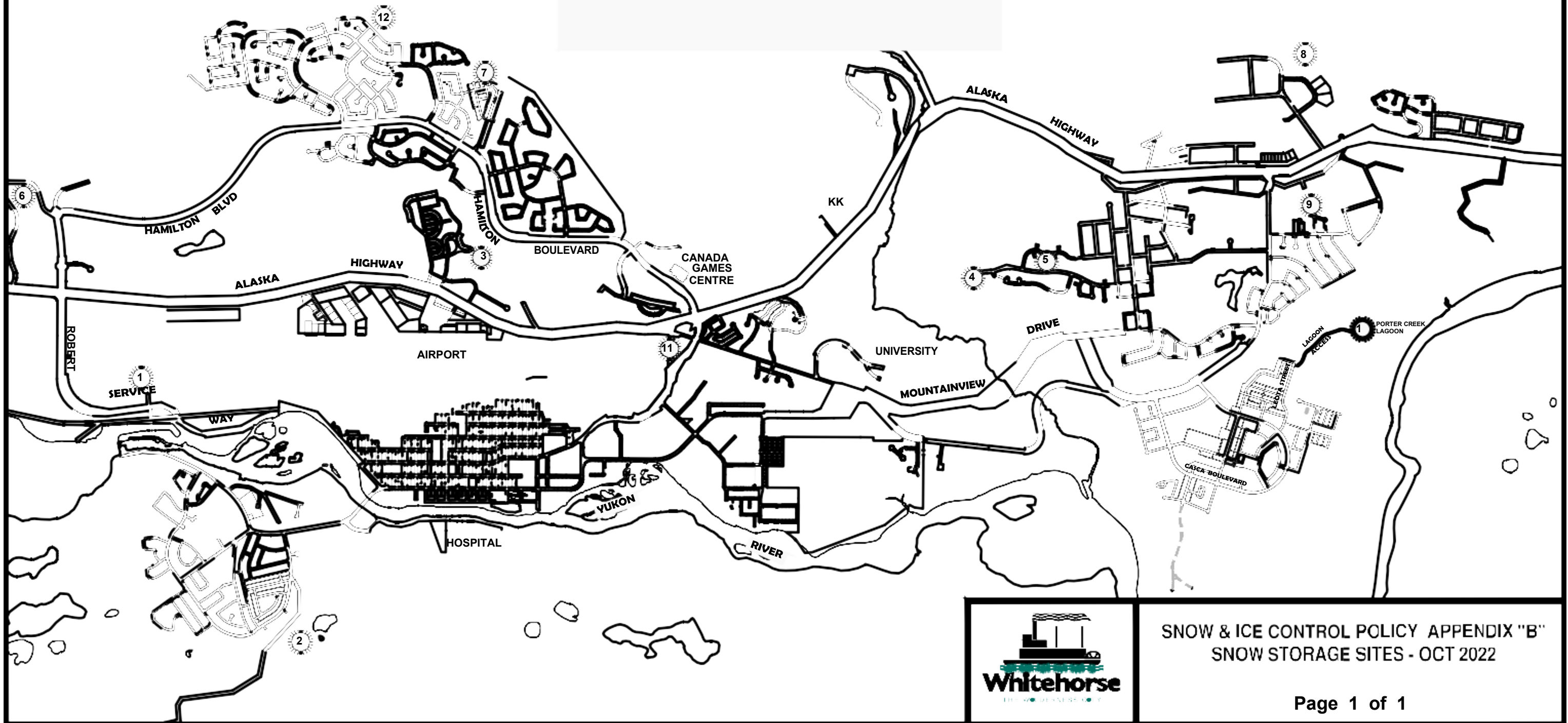


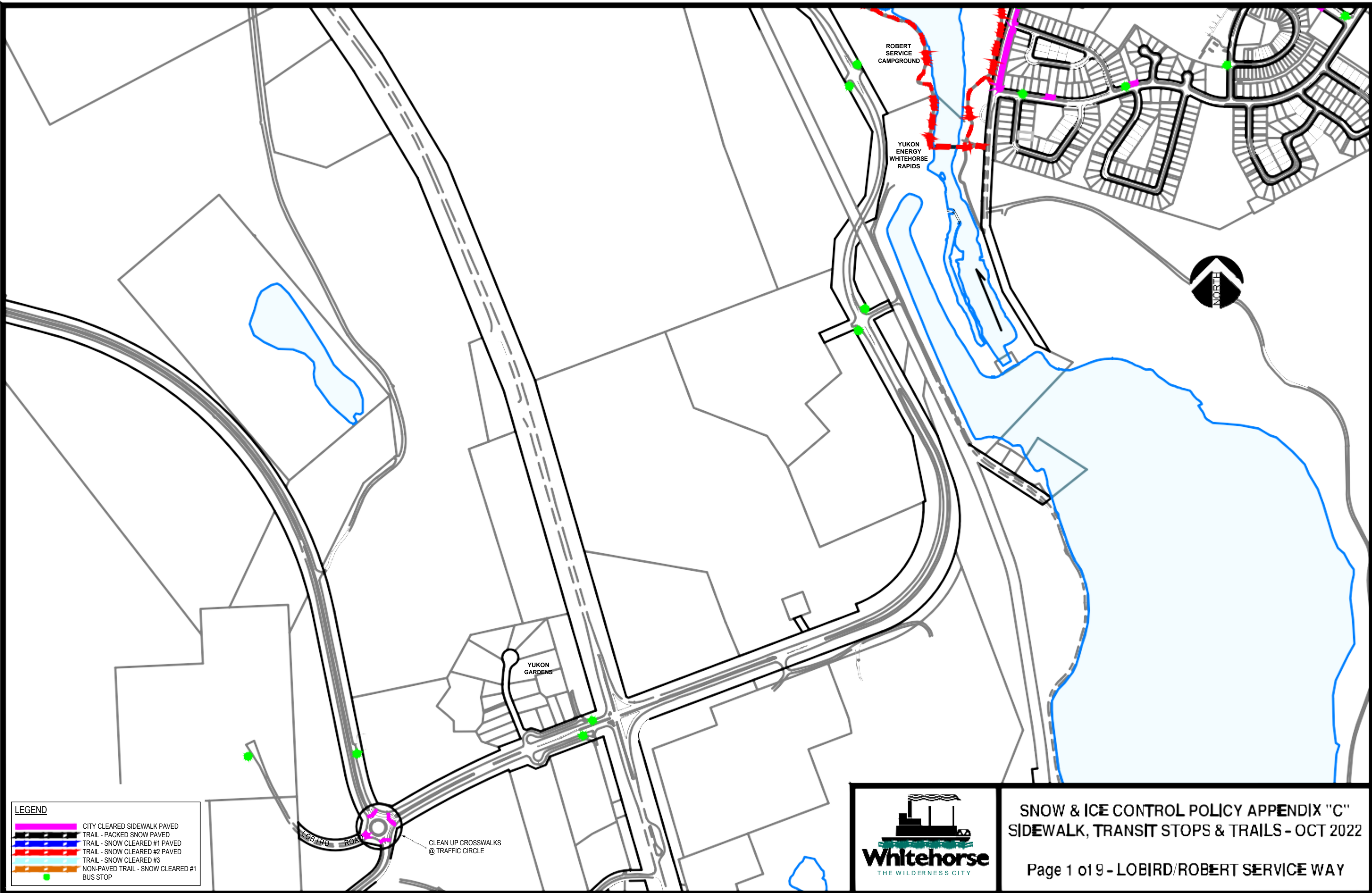
SNOW & ICE CONTROL POLICY APPENDIX "A"
PRIORITY ROADS - OCT 2022

1. ROBERT SERVICEWAY
LOT 262, GROUP 804, PLAN 43886 CLSR,
ACROSS FROM MILES CANYON ROAD ENTRANCE,
WEST & SOUTH
2. GREY MOUNTAIN ROAD (CITY OWNED)
LOT 336, GROUP 804, PLAN 43442 CLSR.
(ENTRANCE TO CITY RESERVOIR ACCESS ROAD)
3. ROUNDEL DUMP - SUNSET DRIVE/SUMMIT ROAD
LOT 421, GROUP 804, PLAN 52105 CLSR
4. PINE STREET
LOT 437, GROUP 804, 52105 (GULLY)

5. EASEMENT BETWEEN GROVE & PINE STREETS
VACANT CROWN LAND
6. HAMILTON BLVD EXTENSION (NEAR LOBIRD)
VACANT CROWN LAND (NEAR ROUNDABOUT)
7. LOGAN/ARKELL
LOT 241, REMAINDER AND BUFFER #2 (NORTH OF SANDPIPER
ROAD ON ACCESS ROAD ALLOWANCE AND GRAVEL PIT)
8. KULAN INDUSTRIAL AREA
LOT 1275, PLAN 63260 CLSR

9. SOUTH END 20th AVE (CITY OWNED)
LOT 406, GROUP 804, 51347, (OFF CENTENNIAL
STREET IN RAVINE)
10. WHISTLE BEND (OFF LEOTA STREET)
OLD PORTER CREEK LAGOONS SITE
11. OLD TWO MILE HILL R.O.W.
ROAD RIGHT-OF-WAY (OLD TWO MILE HILL)
12. COPPER RIDGE (OFF FALCON DRIVE, NEAR AQUAMARINE)
VACANT CROWN LAND





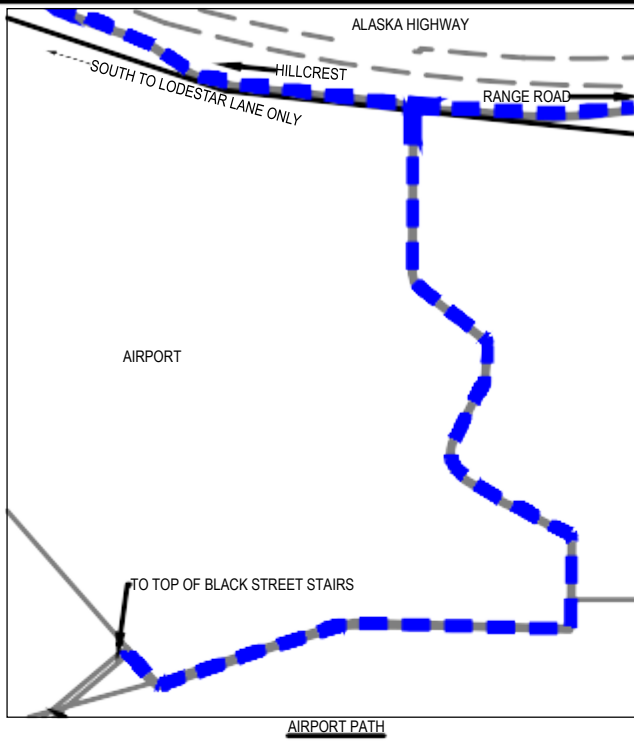
LEGEND

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	TRAIL - PACKED SNOW PAVED
	TRAIL - SNOW CLEARED #1 PAVED
	TRAIL - SNOW CLEARED #2 PAVED
	TRAIL - SNOW CLEARED #3
	NON-PAVED TRAIL - SNOW CLEARED #1
	BUS STOP

CLEAN UP CROSSWALKS @ TRAFFIC CIRCLE



**SNOW & ICE CONTROL POLICY APPENDIX "C"
SIDEWALK, TRANSIT STOPS & TRAILS - OCT 2022**



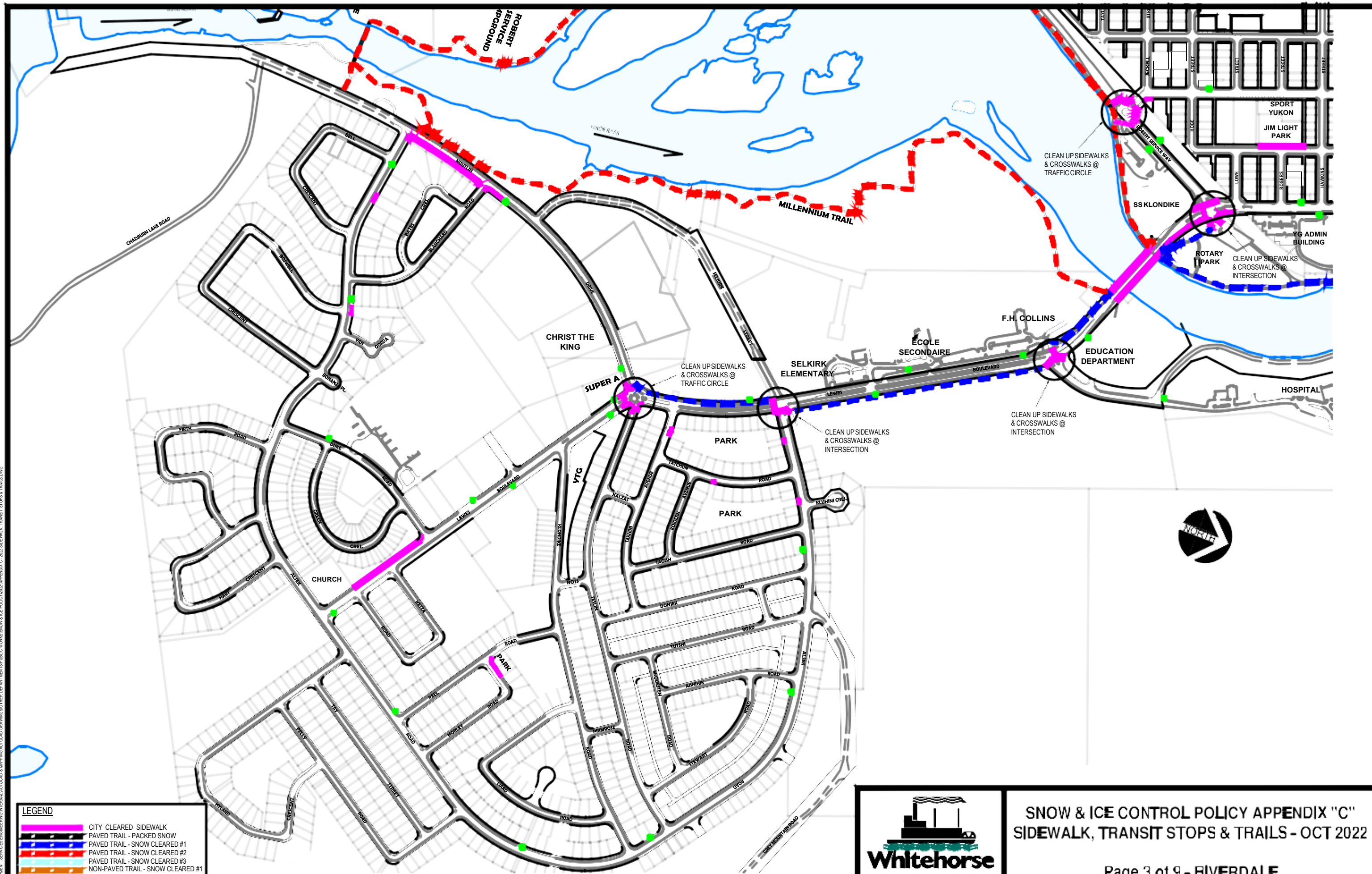
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LEGEND

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	PAVED TRAIL - SNOW CLEARED#1
	PAVED TRAIL - SNOW CLEARED#2
	PAVED TRAIL - SNOW CLEARED#3
	NON-PAVED TRAIL - SNOW CLEARED#1
	BUS STOP



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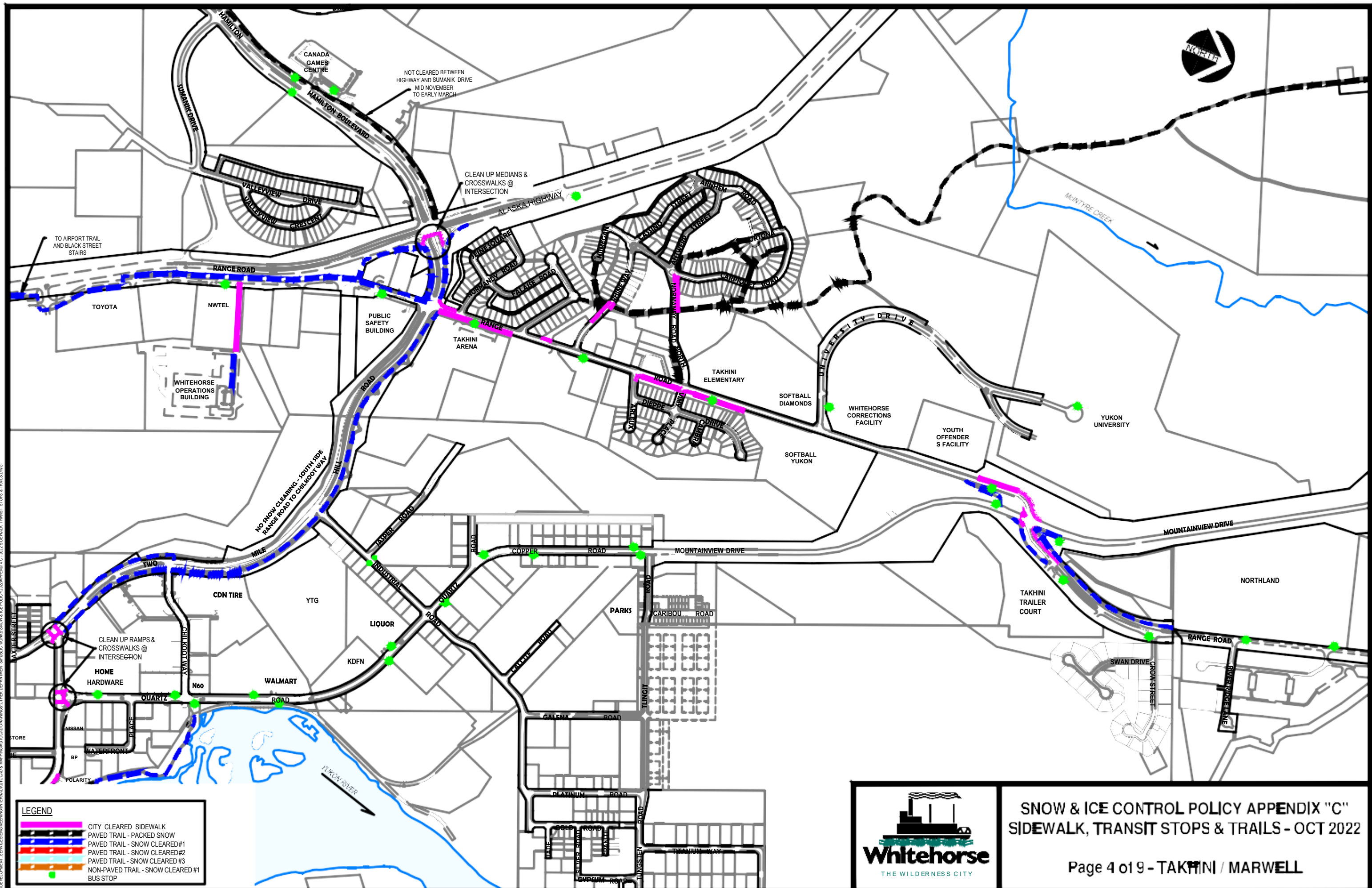
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	PAVED TRAIL - SNOW CLEARED #2
	PAVED TRAIL - SNOW CLEARED #3
	NON-PAVED TRAIL - SNOW CLEARED #1
	BUS STOP



SNOW & ICE CONTROL POLICY APPENDIX "C"
SIDEWALK, TRANSIT STOPS & TRAILS - OCT 2022

Page 3 of 9 - RIVERDALE

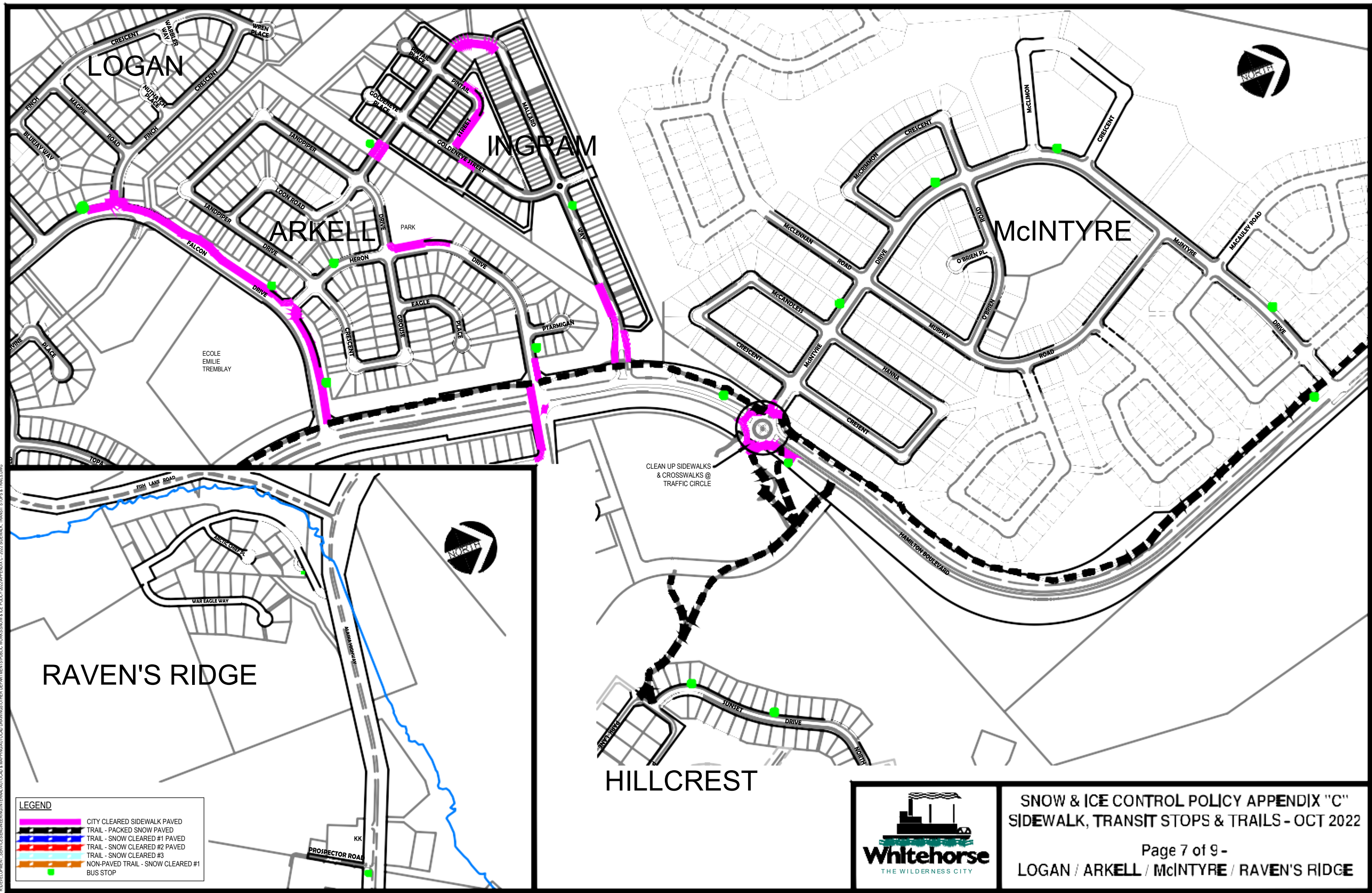
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LEGEND	
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	PAVED TRAIL - SNOW CLEARED#1
	PAVED TRAIL - SNOW CLEARED#2
	PAVED TRAIL - SNOW CLEARED#3
	NON-PAVED TRAIL - SNOW CLEARED#1
	BUS STOP



**SNOW & ICE CONTROL POLICY APPENDIX "C"
SIDEWALK, TRANSIT STOPS & TRAILS - OCT 2022**



LEGEND

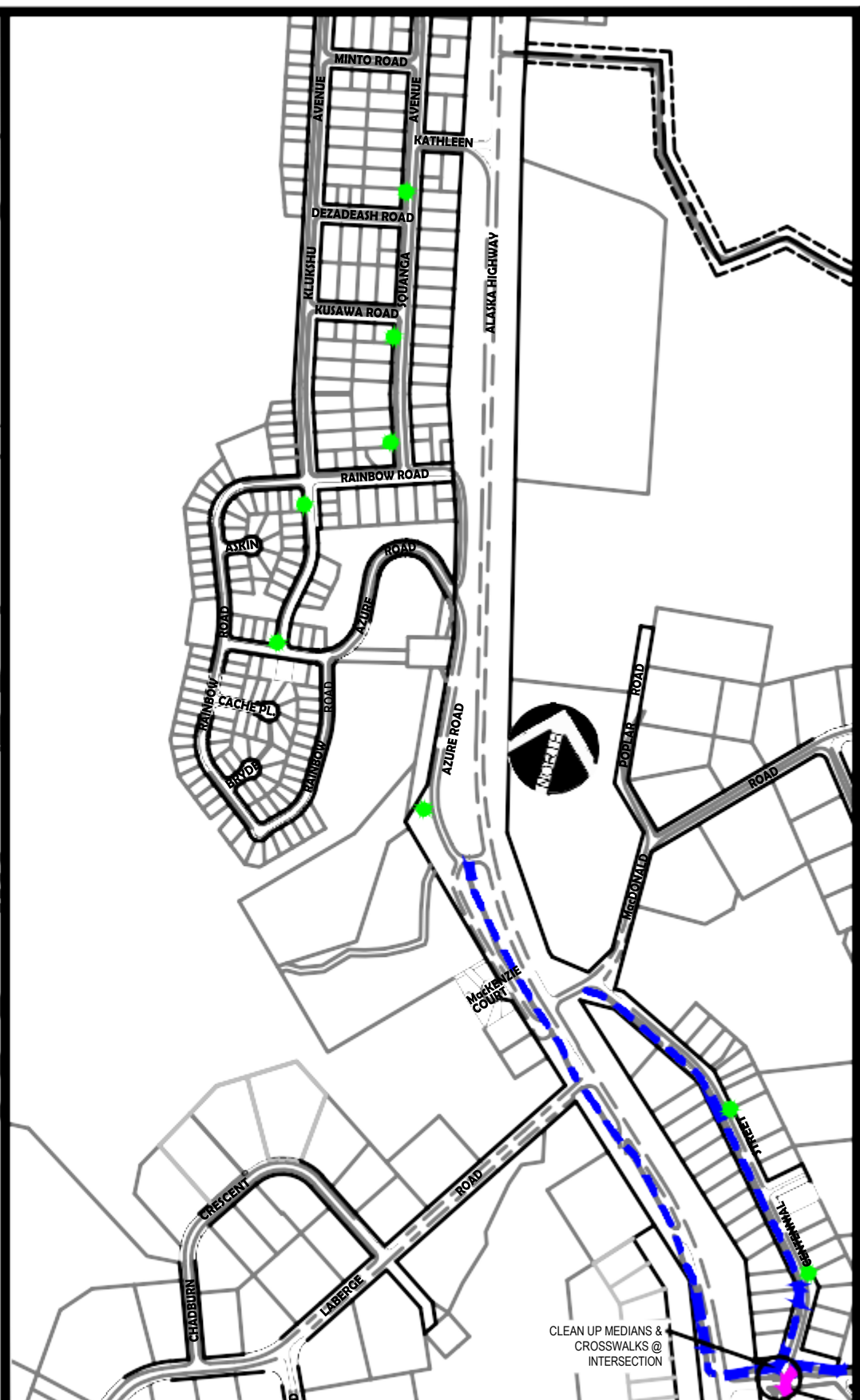
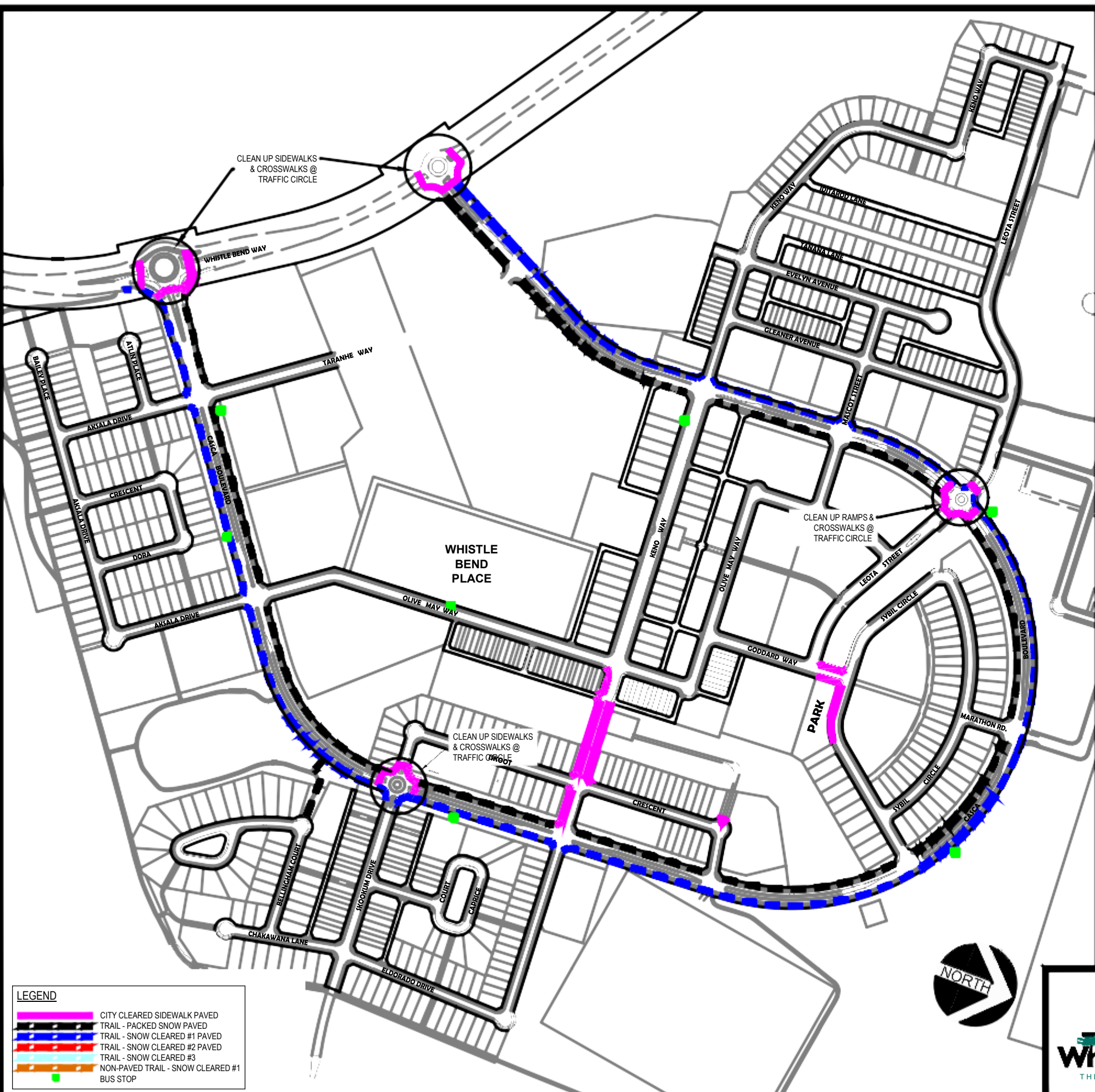
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	TRAIL - SNOW CLEARED #3
	NON-PAVED TRAIL - SNOW CLEARED #1
	BUS STOP



SNOW & ICE CONTROL POLICY APPENDIX "C"
 SIDEWALK, TRANSIT STOPS & TRAILS - OCT 2022

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PLANNING & DEVELOPMENT SERVICES ENGINEERING INTERNAL AUTOCAD & MAPPGING AUTOCAD DRAWINGS OTHER DEPARTMENT SP/PLC WORKS/SNOW & ICE POLICY/2022/APPENDIX C - 2022 SIDEWALK, TRANSIT STOPS & TRAILS.DWG



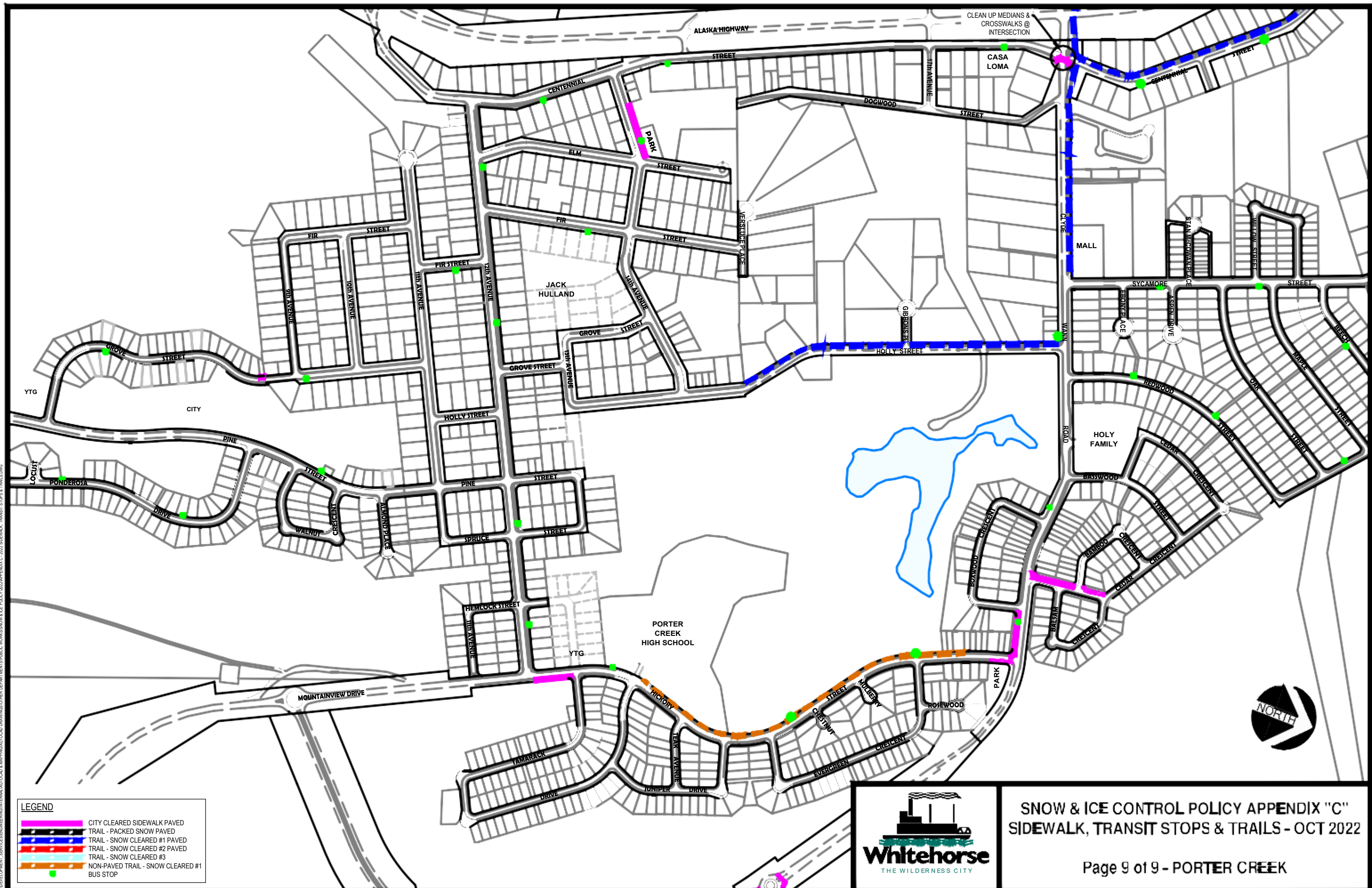
LEGEND

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	TRAIL - PACKED SNOW PAVED
	TRAIL - SNOW CLEARED #1 PAVED
	TRAIL - SNOW CLEARED #2 PAVED
	TRAIL - SNOW CLEARED #3
	NON-PAVED TRAIL - SNOW CLEARED #1
	BUS STOP



**SNOW & ICE CONTROL POLICY APPENDIX "C"
SIDEWALK, TRANSIT STOPS & TRAILS - OCT 2022**

ROAD DEVELOPMENT SERVICES ENGINEERING INTERNAL AUTOCAD & MAPING/AUTOCAD DRAWINGS/OTHER DEPARTMENT/STIPUBLIC WORKS/SNOW & ICE POLICY/2022/APPENDIX C - 2022 SIDEWALK, TRANSIT STOPS & TRAILS.DWG



LEGEND

	CITY CLEARED SIDEWALK PAVED
	TRAIL - PACKED SNOW PAVED
	TRAIL - SNOW CLEARED #1 PAVED
	TRAIL - SNOW CLEARED #2 PAVED
	TRAIL - SNOW CLEARED #3
	NON-PAVED TRAIL - SNOW CLEARED #1
	BUS STOP



**SNOW & ICE CONTROL POLICY APPENDIX "C"
SIDEWALK, TRANSIT STOPS & TRAILS - OCT 2022**





PERMIT # _____ - 2022/23

SNOW DUMP PERMIT APPLICATION

Applicant's Name: _____

Business Name: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

E-mail: _____

Vehicle (s) and license plate number(s):

**** License plate number is mandatory to receive snow dump permit ****

Location of Snow Dump: **DOME ROAD SNOW DUMP ONLY**

Type of Permit: Season (Fall 2022 to Spring 2023) Commercial*
 Season (Fall 2022 to Spring 2023) Residential*
 One Day (Date: _____) Non-Commercial*

Amount of Fee* Received: _____ Receipt Number: _____

This permit entitles the holder to deposit snow at the snow dump as defined in the City of Dawson Snow and Ice Control Policy. **Use of the snow dump is at the sole risk of the permit holder. The City of Dawson will not be responsible for any personal injury or property damage that may occur through the Applicant's use of a snow dump. In applying for and accepting this permit, the Applicant hereby expressly agrees to indemnify and hold harmless the City against all claims, causes of action, suits, costs (including all legal costs) in any way related to the Applicant's use of a snow dump.**

Signature of Applicant: _____

City of Dawson Approval: _____
Dawson City Public Works

Date Issued: _____

**CITY OF DAWSON SENIOR/DISABLED
WINDROW REMOVAL APPLICATION**

Persons applying for this service must be over 65 years of age or have a defined disability. For disability applications, the applicant must have a doctor's note which clearly indicates the name of the person applying for this service and confirms that this person has a permanent physical or cognitive disability.

This service is not available if there is an able person living at the residence.

Application for the 20____/20____ season

Please check: Initial Application _____ or Renewal _____

Applicant Name: _____

Date of Birth: _____

Description of Disability (if applicable): _____

Address: _____

Telephone/Cell Number _____

Other people living with Applicant:

Name _____ Age _____

Name _____ Age _____

Name _____ Age _____

Name _____ Age _____

Signature of Applicant: _____

Date: _____



City of Dawson

Windrow Clearing Policy

2020-01

POLICY STATEMENT

The City of Dawson Public Works Department will clear, or will have contracted to clear, snow windrows caused by City or Contracted plowing that significantly blocks the driveway of seniors who qualify for, and are currently receiving, the Senior Homeowner Grant (SHG) or persons with a physical disability who are unable to move the snow due to that disability.

1.00 Purpose

1.01 The purpose of this policy is to set guidelines for the clearing of windrows left by City and Contractor equipment during the removal of snow from City roads and laneways.

2.00 Definitions

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

- a) “windrow” means a row of snow side cast from the snow plow’s blade when clearing the public roadway.
- b) “windrow clearing” means pushing the row of snow from the roadway blocking the driveway entrance onto the boulevard area/homeowner’s property; NOT the physical removal of snow from the homeowner’s property.

3.00 Objective

3.01 To reduce the burden for home owning residents who are 65 years and older or those residents who are physically disabled and unable to move the snow windrow for themselves.

4.00 Policy

4.01 Background

- a) The City of Dawson is committed to
- b) Adopting windrow clearing principles
- c) A strategic approach to windrow clearing will ensure that the City of Dawson delivers the appropriate level of service though its

4.02 Principles

- a)
- b) Levels of service will continue to be determined and refined in consultation with the community.
- c) All relevant legislative requirements together with social, economic and environmental impact are to be considered.
- d) Asset management principles will be integrated within existing planning and operational processes.
- e) Natural assets are recognized by council as performing essential service delivery and will be identified and managed in a similar manner as engineered assets.
- f) An asset management plan will be developed for major service/asset categories.
- g) An inspection regime will be used as a part of asset management practices to ensure agreed service levels are maintained and to identify asset renewal priorities.
- h) Asset renewals and levels of service defined in the adopted asset management plan and long term financial plans will form the basis of annual budget estimates.
- i) Asset renewal plans will be prioritized and implemented progressively based on agreed level of service and the effectiveness of the current assets to provide that level of service.
- j) Systematic and cyclical reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practices.
- k) Life cycle costs will be reported and considered in all decisions relating to new services and asset classes and upgrading of existing services and asset classes as soon as they are established.

-
- l) Training in asset and financial management will be provided for relevant staff.

5.00 Scope

- 5.01 This Policy applies to all City of Dawson activities.

6.00 Legislation

- 6.01 All aspects of asset management within the City of Dawson shall be conducted in accordance with applicable legislation.

7.00 Related Documents

- 7.01 *Tangible Capital Asset Policy.*

8.00 Responsibilities

- 8.01 Asset management is an organization-wide responsibility that involves all staff and members of council in the effective implementation of sustainable service delivery.

- 8.02 Council is responsible for:

- a) Adopting the *Asset Management Policy* and future updates;
- b) Allocation of resources;
- c) Providing high level oversight of the delivery of the organization's asset management strategy; and
- d) Ensuring that organizational resources are appropriately utilized to address the organization's strategic plans and priorities.

- 8.03 The Chief Administrative Officer has overall responsibility for:

- a) Developing asset management strategies, plans, and procedures, in conjunction with the management team;
- b) Reporting to council and updating the community regularly on the status, effectiveness, and performance of work related to the implementation of the *Asset Management Policy*; and
- c) Considering and incorporating asset management in all other corporate plans (e.g. Strategic Plans).
- d) Ensuring the incorporation of relevant duties related to asset management are included in the job descriptions for administrative staff.

9.00 Review Date

9.01 This policy shall be reviewed every 5 years.

POLICY TITLE: *Asset Management Policy*
POLICY #: 2019-01
EFFECTIVE DATE: March 25, 2019
ADOPTED BY COUNCIL ON: March 25, 2019
RESOLUTION #: C19-06-17

Original signed by:
Molly Shore, Deputy Mayor

Cory Bellmore, CAO

Meeting Type: Regular

Meeting: # HAC 23-21

Facilitators: Farzad Zarringhalam, PDM, Pahdee Poolkasem, PDA

Attendees: Mike Ellis (Chair), J-P Tremblay, Sean Warnick, Megan Gamble, Rebecca Jansen

Regrets: Kayla Goodwin

Meeting Called to order at 7:01

Minutes

Agenda Item: Agenda Adoption

Presenter: J-P Tremblay

Resolution: 23-21-01

Secunder: Megan Gamble

THAT the Agenda for Heritage Advisory Committee Meeting 23-21 has been adopted as presented.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Conflict of Interest

Resolution: n/a

Discussion: None.

Agenda Item: Committee of the Whole

Presenter: Mike Ellis

Resolution: 23-21-02

Secunder: Sean Warnick

THAT the Heritage Advisory Committee move into the Committee of the Whole.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Delegations

Discussion:

Stella Chen (KZA) – DP # 23-108

- The delegate stated that they have added handrails to the design and provided a shadow analysis, as well as the North, South, East side views, as requested
- The delegate explained that the gable roof addition requested by HAC is not compatible with the design, due to reasons such as its extension above the building height limit, its potential for increasing construction costs and making the building appear “top heavy”
- The delegate stated that the signage on the design will be removed
- The HAC suggested that features that make the building look like separate buildings should be incorporated on all sides of the building (especially the east wall) but do not have to be too detailed at the back
- The HAC requested for window, door, baluster, and deck schedules

Colin Morrison (YG) -DP #23-029

- The delegate explained that the siding color is flat and printed to look like wood and that the roof material is aluminium
- The delegate stated that the height of the structure is 13.72m including the guardrail at the top
- The HAC recommended that the design lean into metal rather than wood
- The HAC stated that they prefer standard metal rather than galvanized paint

- The HAC requested for a rendering of the exterior cladding

Agenda Item: Revert to Heritage Advisory Committee

Resolution: 23-21-03

Presenter: J-P Tremblay

Seconded: Megan Gamble

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

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Business Arising from Delegations

Discussion:

-

Agenda Item: Adoption of Meeting Minutes

Resolution: 23-21-04

Presenter: Megan Gamble

Seconded: Sean Warnick

THAT the Heritage Advisory Committee APPROVE the minutes from meeting #23-20 as presented.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Business Arising from the Minutes

None.

Agenda Item: Applications

Resolution: 23-21-05

Presenter: Mike Ellis

Seconded: Megan Gamble

THAT the Heritage Advisory Committee TABLE development permit #23-029.

Discussion:

- The HAC stated that industrial structures during the gold rush would have riveted steel cladding or be a corrugated material
- The HAC discussed how the geodesic dome stands out in the streetscape
- The HAC suggested that the side wall be extended upwards in order to conceal the dome
- The HAC recommended that a matte metal, such as corrugated or galvanized metal, be used as cladding, as opposed to a shinier metal

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: 23-21-06

Presenter: Sean Warnick

Seconded: Megan Gamble

THAT the Heritage Advisory Committee APPROVE development permit #23-076.

Discussion: none

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: 23-21-07

Presenter: Mike Ellis

Second: J-P Tremblay

THAT the Heritage Advisory Committee TABLE development permit #23-098

Discussion:

-HAC requested for:

- A more detailed roof projection which shows the roofline, roof pitch and design features such as venting, shingles or trim work
- Window schedule
- Door schedule
- Trim and skirt

Votes For: 4

Votes Against:

Abstained: 0 CARRIED

Agenda Item: Applications

Resolution: 23-21-08

Presenter: Sean Warnick

Second: J-P Tremblay

THAT the Heritage Advisory Committee TABLE development permit #23-108.

Discussion: The HAC requested for window, door, baluster, and deck schedules

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: New Business

Resolution: N/a

Discussion: None.

Agenda Item: Unfinished Business

Resolution: n/a

Discussion: None.

Agenda Item: Adjournment

Resolution: 23-21-09

Presenter: Megan Gamble

Second: Mike Ellis

That Heritage Advisory Committee meeting HAC 23-21 be adjourned at 7:46 on December 6th, 2023.

Votes For: 4

Votes Against: 0

Abstained: 0 CARRIED

Minutes accepted on: 02/07/24

Committee Minutes

Wednesday 7th February, 2024
19:00

Meeting Type: Regular

Meeting: # HAC 24-03

Facilitators: Pahdee Poolkasem, PDA

Attendees: Mike Ellis (Chair), Aaron Woroniuk, Megan Gamble, Rebecca Jansen, Kayla Goodwin

Regrets:

Meeting Called to order at 7:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Mike Ellis

Resolution: 24-03-01

Seconded: Megan Gamble

THAT the Agenda for Heritage Advisory Committee Meeting 24-03 has been adopted as presented.

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Conflict of Interest

Resolution: n/a

Discussion: None.

Agenda Item: Committee of the Whole

Presenter: Mike Ellis

Resolution: 24-03-02

Seconded: Aaron Woroniuk

THAT the Heritage Advisory Committee move into the Committee of the Whole.

Discussion: None

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Delegations

Discussion:

Colin Morrison – DP # 23-029

- Absent

Stella Chen KZA – DP # 23-108

- The delegate stated that the windows will be fixed windows in the awning style, as double windows are not very airtight and would not be ideal for extreme weather
- HAC noted that the awnings on the windows are not very visible
- The delegate stated that there will be no fake muntin in the design
- HAC mentioned their concern about how the window trims are the same across each block

Abbey Gail Allen – DP # 24-002

- The delegate stated that the design will be printed on metal plates
- HAC remarked that vinyl cut print does not conform to the guidelines
- HAC recommended that the design be painted on either wood, metal or canvas
- HAC responded to the Delegate that wood cut letters are acceptable
- HAC concluded that the letters must be painted or wood cut, with no vinyl, and that the logo can be printed but with clear preference for it to be painted

Agenda Item: Applications

Resolution: 24-03-07

Presenter: Aaron Woroniuk

Second: Megan Gamble

THAT the Heritage Advisory Committee APPROVE WITH CONDITIONS development permit #24-002.

Discussion:

Conditions:

- 1) The material for the sign must be either wood, metal or canvas
- 2) The letters must be painted or with cut out wood
- 3) The logo can be printed but with a preference for it to be painted

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: New Business

Resolution: N/a

Discussion: None.

Agenda Item: Unfinished Business

Resolution: n/a

Discussion: None.

Agenda Item: Adjournment

Resolution: 24-03-08

Presenter: Aaron Woroniuk

Second: Mike Ellis

That Heritage Advisory Committee meeting HAC 24-03 be adjourned at 7:38 on February 7th, 2024.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Minutes accepted on: 06/03/24

From: Bridget Amos <bridgetanneiola@gmail.com>

Sent: March 5, 2024 9:21 PM

To: Bill Kendrick; Julia Spriggs; Alexander Somerville; Patrik Pikalek; Brennan Lister

Cc: CAO Dawson

Subject: Out of town Rec. Facility

Drin Hozo, To Whom It May Concern,

There are many valid reasons why having the recreation facility outside of town would be a mistake. This is not a decision that will make our community better, rather it will fragment it. We live in a time where we are, for the most part, isolated in our homes and having community centers are more important now than ever.

Putting the community rec center out of town means that:

- a. It is removing an important community center from the community.
- b. It is creating a barrier to many demographics to accessing it
- c. The community and school won't be able to access it without vehicles or consistently
- d. There will be more people using their vehicles more of the time.

To begin with, a community rec center in town is an integral part of this community, because it is in town. It is one of few places that brings our community together and that is accessible by everyone. Removing it from town will be removing an important, accessible gathering place. It would leave a hole in our community.

Furthermore, having a rec. center out of town is creating a barrier for the community to attend and participate in events and recreation; children, people with disabilities, adults without vehicles, the general public and elders. People that live out of town have vehicles and have their lives set up for living out of town and are able to live that way. Not all people and families (yes, there are families in Dawson that don't own a vehicle) that live in town can live that way and definitely children and some people with disabilities can not. Also, worth considering is that for the many families that live in town the rec. center is a place for children to be able to go to independently, as well as people with disabilities (and yes there are people in Dawson with disabilities that access the current rec. center independently but won't be able to when it is out of town). Having it out of town is creating a large barrier for many demographics.

Following that, we live in extreme cold for a large part of the winter. Currently, activities continue throughout the year, but with a rec center out of town that will not

be the case in the really cold weather. It is invaluable to our community to have activities that people can participate in regardless of the weather. This would not happen with it out of town.

Also, of importance and needing serious consideration is the fact that the school will not be able to access it! Currently, the school can access a town rec. center at any time in any temperature and be able to go for one class periods. If it were out of town it would require a vehicle and would not be accessible daily for one hour periods. To note as well is that some teachers at RSS are contemplating running a hockey program as part of the yearly regular gym curriculum, and if the rec. center is out of town then they would be unable to. Having a rink in town with a school hockey program is an opportunity for all children to be able to learn to skate and play hockey with consistency. With the facility out of town this would remove that possibility.

Lastly, it would mean that more people would be driving more of the time. Creating another reason for people to use their vehicles is perhaps illogical.

In conclusion, putting the new rec. center outside of town is an expensive project that will come with a high cost to our community. It would be taking the community rec. center out of our community and by doing so is taking away a center that creates cohesion in the community, is accessible by everyone including the school throughout the whole winter, and is taking away a center that does not require people in town to drive to. Please reconsider this decision with these factors and circumstances in mind. Mahsi cho for your time and I look forward to hearing from you.

Sincerely,

Bridget O'Connell (Amos)

The City of Dawson
P.O. Box 308
Dawson City, Yukon
Y0B 1G0
www.cityofdawson.ca
bill.kendrick@cityofdawson.ca

I acknowledge and respect that I live and work within the traditional territory of the Tr'ondëk Hwëch'in, whose ancestors have lived along the Yukon River for millennia.

From: Giulia C. Cecchi <giulia-cecchi@live.com>
Sent: March 11, 2024 8:00 AM
To: Bill Kendrick; Julia Spriggs; Alexander Somerville; Patrik Pikalek; Brennan Lister
Subject: Request for the Recreation Centre in the Downtown Core

Giulia C. Cecchi

1342 Fourth Ave

Dawson City, YT, Canada

giulia-cecchi@live.com
778-980-7840

Bill Kendrick, Alex Somerville, Julia Springs, Brennan Lister, Patrick Patrik Pikálek

1336 Front Street

Box 308

Dawson City, YT Y0B 1G0

Subject: Request for the Recreation Centre in the Downtown Core

Dear Mayor and Council,

I hope this letter suits you well. I am writing to express my sincere sentiment for the construction of a recreation centre to be built within walking distance of the Robert Service School and in the downtown core. As a dedicated member of our community and a full-time First Nations Language Teacher with YG, I believe that such a facility within walking distance from the Robert Service School would bring numerous benefits to our children and residents of all ages to enhance the overall quality of life in our city.

Downtown areas are the heart of any city, serving as hubs for social, cultural, and economic activities. Introducing a recreation centre in Downtown Dawson would not only contribute to the vitality of our municipality but also provide a wide range of advantages for citizens of all ages. Here are some key reasons why I believe this initiative is essential:

- **Community Engagement:** A downtown recreation centre would foster community engagement by providing a central space for residents to come together, participate in recreational activities, and build stronger and diverse social connections.
- **Health and Wellness:** The facility could offer fitness programs, sports leagues, and wellness activities that promote a healthier lifestyle among our intergenerational residents. Access to such amenities in the downtown core would make it convenient for people to prioritize their well-being.
- **Economic Stimulus:** The construction of a recreation centre in the downtown area could serve as an economic stimulus, attracting businesses and encouraging further development. It would make the downtown core a more attractive destination for residents and travelling visitors alike.
- **Youth and Family Development:** A recreation centre within walking distance of the school and perhaps social housing, would provide a safe and positive environment for our children, youth, and elders offering them opportunities for personal development, skill-building, and constructive recreational activities. It would also serve as a family-friendly space, promoting unity and family bonding, without excluding residents and families without consistent means of transportation.
- **Social Events:** The recreation centre would host a plethora of community-oriented sport events, workshops, and social gatherings, contributing to the opulence of our community and making the downtown core a dynamic and effervescent place.

I kindly request that you consider the construction of a recreation centre within walking distance of the school and hotels for our next generations, as a long-term priority. I believe this initiative would align with our municipality's vision for sustainable-growth, healthy community well-being, and a vibrant downtown area.

Mahsi cho Mayor and Council for your time, patience and consideration. We look forward to seeing our community flourish over the next 50 years with the addition of this valuable asset.

Warmest regards,
Giulia C. Cecchi



March 11, 2024

City of Dawson Mayor and Council
City of Dawson
P.O. Box 308
Dawson City, YT Y0B 1G0

Dear Mayor and Council,

Re: City of Dawson Road Survey Issues

I am writing on behalf of Tr'ondëk Hwëch'in (TH) Council following a briefing we received from staff regarding the road survey issues facing the City of Dawson.

Firstly, Council and I thank the City of Dawson Planning and Development Manager for making our Natural Resources department aware of the situation facing Dawson. We concur that this could have severe consequences for residents and businesses should the Land Titles Office (LTO) refuse to change their position.

Despite this, following the briefing from our staff and discussion, TH cannot at this time provide formal support and co-sign the letter we received from David Henderson, CAO.

CoD Previous Knowledge and Action

TH understands the difficulty that this situation has created for the City of Dawson. However, we are concerned that the LTO has communicated with the City about this prior to adopting their new approach. Our understanding is this was raised by previous staff with the current sitting Council before the current PD Manager took up their position. As such, before TH can consider co-signing correspondence to Minister McPhee, TH Council request the City provide additional information and address the following questions:

1. When was City of Dawson Council made aware of the issue and how many briefings have been received from staff?
2. What action has been taken to date and what advice have you received? TH Council request that a briefing be provided from Mayor and Council at your earliest convenience. A timeline of actions would also be helpful.
3. What timelines are you proposing for this issue to be resolved? TH is extremely concerned about the impact this may have on our planned capital projects.
4. Aside from co-signing a letter to Minister McPhee and offering political support, does the City of Dawson envision further involvement of TH on this file? If yes, TH Council request details as to the required resources you envision.

We request a written response from the Mayor and Council at your earliest convenience.

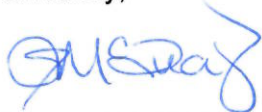
Impacts to TH Projects within the Historic Townsite

The information provided by the City suggests that there could be significant impacts to planned TH projects. TH Staff have identified six (6) projects that could be impacted by the LTO's refusal to register remainder parcels and we seek clarification from City of Dawson as to whether any of these will be affected. TH Council requests that City of Dawson staff work with our Natural Resources and Housing & Infrastructure departments to determine if the survey issues could limit our ability to build and develop within the City of Dawson. In brief, the identified projects are:

1. Biomass Facility: Tentatively planned to be located on Lots 19 and 20, block N Ladue Estate.
 - a. If the project proceeds, the lots will likely need to be consolidated. We request that the City of Dawson confirm if the registration will be accepted by the LTO.
2. Capital Energy Retrofits: Planned for TH Government Buildings around the townsite, beginning with Hahke Steve Taylor Building.
 - a. Anticipated to only be internal retrofits but will include some external changes. Once plans are confirmed we request confirmation that the proposed upgrades will not be delayed.
3. Elders' Complex: Submitted EOI for North end parcel, would need lot consolidations.
 - a. We request an update on the North End project and whether the City of Dawson believes it can proceed given the LTO's position.
4. Heritage Complex:
 - a. Our understanding is that development permits have been issued including approval for Consolidation. We request that the City of Dawson confirm if the registration will be accepted by the LTO.
5. Ni'ehlyat Nidähji' Building: major renovation planned for Lot 7 Block L Ladue Estate.
 - a. Once plans are confirmed for this renovation, we request the City of Dawson review and confirm with TH staff that the project will not be delayed.
6. Multi-plex Renovations: major renovations are intended for several buildings in the Historic Townsite. The scope of these are still being decided and may include external changes, such as replacement of windows and doors.
 - a. Once plans are confirmed for this renovation, we request the City of Dawson review and confirm with TH staff that the renovations will not be delayed.

Our staff will be in touch with the PD Manager on the above and will provide updates to TH Council. We thank you for reviewing this letter and we look forward to your response.

Sincerely,



Deputy Chief Erin McQuaig
Tr'ondëk Hwëch'in