



THE CITY OF DAWSON

AGENDA - COUNCIL MEETING #C23-12

WEDNESDAY, July 12, 2023 at 7:00 p.m.

Council Chambers, City of Dawson Office

Join Zoom Meeting

<https://us02web.zoom.us/j/84811085890?pwd=ZCszOFVQaHcxM0czR3R1UjZKMkNHUT09>

Meeting ID: 848 1108 5890

Passcode: 285902

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

1. Council Meeting Agenda #C23-12

3. DELEGATIONS & GUESTS

1. Clara Van Bibber RE: Dawson City Project Proposal

4. ADOPTION OF THE MINUTES

1. Council Meeting Minutes C23-10 of June 14, 2023
2. Special Council Meeting Minutes C23-11 of June 28, 2023

5. BUSINESS ARISING FROM MINUTES

6. FINANCIAL & BUDGET REPORTS

1. Audit Review and Approval

7. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

1. Community & Recreation Grants
2. Contract Award- Ninth Avenue Trail Upgrades
3. Demolition Applications

8. BYLAWS & POLICIES

1. Zoning Bylaw Amendment No. 21 Bylaw (2022-21)-Third & Final Reading (Housekeeping)

9. CORRESPONDENCE

1. Troy Miller, U.S. Customs & Border Protection Commissioner RE: Restoring Previous Border Crossing Hours
2. Heritage Advisory Committee Meeting Minutes: #HAC23-09, #HAC 23-10

10. BUSINESS ARISING FROM CORRESPONDENCE

11. PUBLIC QUESTIONS

12. IN CAMERA-PERSONNEL RELATED MATTER

13. ADJOURNMENT

Prepared for: Mayor and Council

Authors: Jean Ellis, Educator and Trauma Therapist
Clara Van Bibber, Tr'ondek Hwech'in Elder

Date: July 10, 2023

TOPIC: Dawson Centre Project – A Non-profit Organization

Keys Issues:

To construct a trauma informed building where multi-discipline healing practices can be accessed. A central place where the physical, emotional, psychological and spiritual health of individuals and families are dealt with through recovery, maintenance and prevention.

The Centre will house:

- Six offices to accommodate different practices that are not presently available in Dawson City. Two of these offices will be available for “Healers in Residence” to rent to see their clients.
- Studio spaces for yoga, Tai Chi and other therapeutic movement practices.
- A First Nation Healing Room which would allow spiritual ceremonies, traditional teaching and cultural relevant programs.
- Two rooms to provide accommodation for “Healers in Residence”.
- A conference room with partitions to allow for customized spacing for different events such as conferences, seminars, workshops and meeting spaces. The main focus of these events will be health and wellness.

Background:

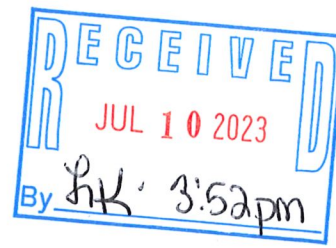
The scope of traumatic deregulation may be more widespread than once believed. The effects of trauma are intergenerational and are contagious. Residential schools, wars, abuse, neglect, violence, accidents, falls, medical procedures etc. can all be traumatizing. Its impact is passed on epigenetically to family members and vicariously to people who are around them, be they family, friends, neighbours and co-workers.

Much research is indicating that multifaceted intervention is very effective in trauma recovery. In addition to regular therapeutic sessions, alternative healing practices such as body work, energy healing, moving meditation and expressive practices, as well as peer support groups and a supportive community. An important factor for recovery is the inclusion of one or more of new therapies such as Eye movement Desensitization and Reprocessing (EMDR), Somatic Experiencing (SE), Emotional Freedom Technique (EFT).

The Dawson Centre will provide a central physical space for these practices. Furthermore, the Conference Centre will provide space for distribution of knowledge, skills and training on health and wellness to the community as well as professionals.

We need your support!!

A meeting is in the planning with the Honorable Tracey-Anne McPhee, the Minister of Health and Social Services regarding this Centre. We respectfully ask you, on behalf of your organization, for a letter of support for this project to be given to the Minister at our meeting.



**The Dawson Centre Project
Dawson City, Yukon**

Objective: To enhance the Health and Wellness of the Dawson City Community and the Surrounding Areas Through Increased Services, Education, Training and Networking

Committee Members:

Paul Derhak - Dawson City builder and long time resident

Jean Ellis - Educator and trauma therapist, resident of Dawson City, YT and Victoria, BC

Doug Mayr – Architect from Dawson City, working and living in Whitehorse

Clara Van Bibber – Dawson City Tr’ondek Hwech’in Elder, environmentalist, social activist, from a prominent Indigenous Yukon family

Overview: A two part Project

Part I: The construction of a trauma informed building for a non-profit health and wellness centre. This structure will house

- at least six offices to accommodate different practices that are presently not available in Dawson City.
- studio spaces for yoga, Thai Chi and other therapeutic movement practices.
- a First Nations Healing Room
- a stand-alone building for wood working
- two rooms provided to accommodate visiting “Healers in Residence”.
- a large conference room with seating up to at least 500. It will have partitions to allow for customized spacing for different events such as conferences, seminars, workshops and meeting spaces.

One of the goals of our committee is to bring more intervention programs to support health and wellness. Presently, our community lacks the physical space and the services to maintain minimum health. We are hoping to change this.

Part II: The Centre will be the site where health and wellness is the focal point. A holistic approach will be used in our delivery of supporting services, educational programs, mentorship and therapies. The physical, emotional, psychological, social and spiritual components of individuals and families will be addressed through recovery, maintenance and prevention.

Trauma Recovery and Healing

Seventy to ninety percent of the population will have experienced at least one traumatizing event in their lives. The effects of trauma are contagious and intergenerational. Residential schools, wars, abuse, neglect, violence, accidents, falls, medical procedures etc. can all be traumatizing and can have long term affects on individuals and their families and friends. Addressing trauma is a very important and integral part of the healing and recovery process. The Centre will concentrate on trauma healing and will follow a multifaceted model that has been proven to be very effective. This includes regular therapeutic sessions, alternative healing practices such as body work, energy healing, moving meditation and expressive practices, peer support groups, a supportive

community, and one or more new therapies such as Eye Movement Desensitization Reprocessing (EMDR), Somatic Experiencing (SE), Emotional Freedom Technique (EFT) or other somatic based therapies.

A major focus of the Centre will be on First National Health issues. A First Nation healing model will be designed and developed after much consultation with Elders, Healers, Medicine Men/Women and the Tr'ondek Hwech'in community. This model will address the impact of residential school and intergeneration trauma. It will embody the spiritual and the culturally appropriate healing knowledge and traditional practices. It will be adaptable to accommodate the changes and needs of the participants during their process of recovery and healing. Furthermore, other modalities offered by the Centre can be integrated to facilitate healing when appropriate.

Jean Ellis and Clara Van Bibber have met with numerous past directors of the Tr'ondek Hwech'in Wellness Centre. Everyone of them have given this project wholehearted support and commitment to assist in this endeavour. The Elders' Council also adamantly supports the project. They view this Centre Proposal as an action plan that is much needed in the community especially in light of what is happening in Dawson City with drugs and alcohol. They are very concern about the next generation of youths.

An essential part of the Centre is a First Nation Healing Room. The committee will seek input from the Tr'ondek Hwech'in community to work with the architect on the design of this room.

Two of the offices in the Centre will be set aside for trauma trained therapists.

Services

The Centre can link with other communities to bring some of these multi-disciplined health practices to our citizens. It can include Medicine Men/Women, Traditional Chinese Medicine, herbalists, physiotherapists, energy healers, Elders, acupuncturists and other alternative supporting practices. To encourage regular visitations, accommodation will be provided. The only requirement for housing is a one time talk to the community about their areas of speciality – how it works and its benefits. Two of the offices will be set aside for them to rent if they wish to see patients.

Educational Programs

While the Centre will provide a variety of these services, it will also focus on creating and delivering educational programs to the community and to the North. Knowledgeable individuals in the areas of health and wellness will be sought after and brought to our Conference Centre to give presentations, workshops, seminars and trainings. Special efforts will be made to bring in First Nations speakers. The Centre can offer professional development and upgrading to teachers and other helping professionals in the North. It can network with other agencies to provide support, after care, information and programs to facilitate common goals. It can link with existing programs in Dawson City:

- to provide additional support and therapy for women and children in the shelter and other victims of violence.
- to become part of the addiction treatment program. Support and after care can be an integrated part of the post treatment regimen.
- to provide trauma informed practices workshops for professional development
- to work with the Kanacha Group to support and to resource residential school survivors and their families.

It can also link up with existing programs in Whitehorse such as the Yukon Justice Community and Correctional Services to work with their Yukon Community Wellness Court. Similar services and support can be provided to the probationers in Dawson City.

After the completion of the Centre, the complex will be placed in trust to the Dawson Centre Board of Trustees for the Citizens of Dawson City.

Some of the criteria in the trust will include:

- that the Dawson Centre remains a non-profit organization. Any funds gained from rental, programs, donations, grants, fund raising etc. are used for the operation of the Centre and for continuous education in health and wellness.
- that the Board for the Centre consists of Indigenous and Non-Indigenous members of multi-aged groups including Elders and Youths.
- that the directive for the Centre is Trauma Recovery, Maintenance and Prevention through support and education.
- that the Centre works with other agencies in the area to facilitate support, assistance and education for the professionals and their clients.
- bringing in diverse speakers, practitioners, educators, Indigenous presenters, healers and other specialists for the community.
- focusing on dispersing information and upgrading knowledge and skills through conferences, workshops, seminars and through the use of technology.
- “Healers” in the context of this Centre would include practitioners from traditional and alternative fields. They would include practitioners such as Traditional Chinese Medicine doctors, Elders, physiotherapists, nutritionists, trauma therapists, psychologists, Medicine Men/Women, acupuncturists, herbalists, Shamans, addiction counsellors, music and art therapists, as well as educators, motivational speakers, researchers, etc.
- keep current on proven technology in the field of healing.
- having an open line from the community at large to make recommendations and suggestions for the Centre and for guest “healers”. This will provide the opportunity for the Centre to reflect community interests and needs.
- work with different levels of government to improve and to maintain health and wellness in the Yukon.
- liaison with other Northern Communities – Old Crow, Mayo and Pelly

Interest in the Dawson Centre Project is mounting. We have both Indigenous and Non-Indigenous citizens sharing their support and wanting to be involved. There is an over-all agreement that the Centre is needed and there is a heart-felt willingness to work together to build this Centre. Dawsonites have lost friends and family members to the effects of trauma and addictions. They want to work preventing and ending this on-going tragedy.

This is a long term project. When the Centre is finished and operating as intended, the effects of trauma, be it a one event trauma, developmental trauma, intergenerational trauma or secondary trauma, will be minimized. There will be curtailing of trauma induced symptoms including addictive behaviours, substance abuse and mood disorders. Trauma recovery, along with new information, skills and the availability of diverse healing

methods and on-going education will improve the over-all health of Dawson City and the surrounding communities.

The Dawson Centre would be unique. This project requires the effort of the whole community for its success. It is designed to truly serve the needs of the whole community. The Centre is a collective vision and the commitment to it is firm.

Ideally, the location for this Centre is on the land across from the Hardware Store. It is large enough to accommodate the building, the Healing Room and a structure for wood working year round. It would also accommodate outdoor activities including sacred fires and healing circles. If the Centre is built on this piece of land, the Centre will be placed in trust with the Tr'ondek Hwech'in for the citizens of Dawson City and the surrounding areas. If that cannot be achieved, we will have to look elsewhere for suitable land/building.

We need funding now to make this project a reality. We need to form various committees – to work on the acquisition of land, applications for charitable status, to seek out legal and accounting information and assistance, to search and apply for available funding through different levels of government, corporations, businesses and individuals. We need to look into and explore every aspect of fund raising to build our Centre. In addition, the committee is planning to apply for the Arctic Inspiration Prize of one million dollars, to be used to initiate and implement some of the services and to pre-plan programming. Two requirements for qualification for the Prize is a strong showing of community support through donations of cash and in-kind (goods and services) and a building in which we can offer our services and programs.

We will need to work together as a community for this project to ensure its success.

MINUTES OF COUNCIL MEETING C23-10 of the Council of the City of Dawson held on Wednesday, June 14, 2023 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Mayor William Kendrick
 Councillor Alexander Somerville
 Councillor Julia Spriggs
 Councillor Brennan Lister
 Councillor Patrik Pikálek

REGRETS:

ALSO PRESENT:

CAO: David Henderson
 EA: Elizabeth Grenon
 PDM: Farzad Zarringhalam

	1	Call To Order The Chair, Mayor Kendrick called Council meeting C23-10 to order at 7:00 p.m.
C23-10-01	2	Adoption of the Agenda Moved By: Mayor Kendrick Seconded By: Councillor Somerville That the agenda for Council meeting C23-10 of June 14, 2023 be adopted as amended. CARRIED 5-0
	3	Delegations & Guests
	3.1	Kate White, NDP Leader Kate White introduced herself and offered her help in anything the municipality may need.
	3.2	Ted Laking, President of Association of Yukon Communities- AYC Activities Update Ted Laking presented an overview of the Association of Yukon Communities activities and initiatives to date.
	4	Adoption of the Minutes
C23-10-02	4.1	Council Meeting Minutes C23-09 of May 17, 2023 Moved By: Councillor Somerville Seconded By: Mayor Kendrick That the minutes of Council Meeting C23-09 of May 17, 2023 be approved as presented. CARRIED 5-0
	6	Financial and Budget Reports

C23-10-03	6.1	Accounts Payables 23-07 Cheques #59084-59159 Moved By: Councillor Somerville Seconded By: Councillor Pikálek
That Council acknowledges receipt of the Accounts Payables 23-07 Cheques #59084-59159, provided for informational purposes.		
CARRIED 5-0		
C23-10-04	6.2	Accounts Payables 23-08 Cheques #59160-59200 & EFT's Moved By: Councillor Pikálek Seconded By: Councillor Somerville
That Council acknowledges receipt of the Accounts Payables 23-08 Cheques #59160-59200 and EFT's, provided for informational purposes.		
CARRIED 5-0		
7 Bylaws & Policies		
C23-10-05	7.1	Recess Moved By: Councillor Somerville Seconded By: Mayor Kendrick
That Council take a five-minute recess.		
CARRIED 5-0		
C23-10-06	7.2	Senior Homeowner Grant Amendment No. 2 Bylaw (2023-05)-Third Reading Moved By: Councillor Somerville Seconded By: Councillor Pikálek
That Council give bylaw #2023-05, being the Senior Homeowner Grant Amendment No. 2 Bylaw, third and final reading.		
CARRIED 5-0		
C23-10-07	7.3	Water & Sewer Services Amendment No. 3 Bylaw (2023-06)-Third Reading Moved By: Councillor Pikálek Seconded By: Councillor Somerville
That Council give bylaw #2023-06, being the Water & Sewer Services Amendment No. 3 Bylaw, third and final reading.		
CARRIED 5-0		
C23-10-08	7.4	Water Delivery Amendment No. 2 Bylaw (2023-07)-Third Reading Moved By: Councillor Somerville Seconded By: Councillor Pikálek
That Council give bylaw #2023-07, being the Water Delivery Amendment No. 2 Bylaw, third and final reading.		
CARRIED 5-0		
C23-10-09	7.5	Cable System Amendment No. 3 Bylaw (2023-08)-Third Reading Moved By: Councillor Pikálek Seconded By: Councillor Somerville

That Council give bylaw #2023-08, being the Cable System Amendment No. 3 Bylaw, third and final reading.

CARRIED 5-0

C23-10-10	7.6	<p>Official Community Plan Amendment No. 10 Bylaw (2023-09)- Second Reading (Dome Rd. Rec Centre) Moved By: Councillor Somerville Seconded By: Councillor Pikálek</p> <p>That Council give bylaw #2023-09, being the Official Community Plan Amendment No. 10 Bylaw, second reading.</p> <p>CARRIED 5-0</p>
<hr/>		
C23-10-11	7.7	<p>Official Community Plan Amendment No. 11 Bylaw (2023-10)-Second Reading (Schmidt Mining) Moved By: Councillor Somerville Seconded By: Councillor Pikálek</p> <p>That Council defer Official Community Plan Amendment No.11 Bylaw to the next regular Committee of the Whole meeting.</p> <p>CARRIED 4-1</p>
<hr/>		
C23-10-12	7.7.1	<p>Development Permit Application-Schmidt Mining Moved By: Councillor Pikálek Seconded By: Councillor Lister</p> <p>That Council request the Schmidt Mining Development Permit Application come before Council for final consideration.</p> <p>CARRIED 5-0</p>
<hr/>		
C23-10-13	7.8	<p>Recess Moved By: Councillor Pikálek Seconded By: Councillor Lister</p> <p>That Council take a five-minute recess.</p> <p>CARRIED 5-0</p>
<hr/>		
C23-10-14	7.9	<p>Zoning Bylaw Amendment No. 22 Bylaw (2023-11)- Second Reading (Schmidt Mining) Moved By: Councillor Pikálek Seconded By: Councillor Somerville</p> <p>That Council defer the Zoning Bylaw Amendment No. 22 Bylaw to the next regular Committee of the Whole Meeting.</p> <p>CARRIED 4-1</p>
<hr/>		
C23-10-15	7.10	<p>Zoning Bylaw Amendment No. 23 Bylaw (2023-12)- Second (Temporary Seasonal Accommodation) Moved By: Councillor Somerville Seconded By: Mayor Kendrick</p> <p>That Council give bylaw #2023-12, being Zoning Bylaw Amendment No. 23 Bylaw, second reading. CARRIED 5-0</p>

C23-10-16	7.11	Zoning Bylaw Amendment No. 23 Bylaw (2023-12)- Third & Final Reading (Temporary Seasonal Accommodation) Moved By: Mayor Kendrick Seconded By: Councillor Somerville
That Council give bylaw #2023-12 , being Zoning Bylaw Amendment No. 23 Bylaw, third and final reading.		
CARRIED 5-0		
C23-10-17	7.12	Zoning Bylaw Amendment No. 21 Bylaw (2022-21)-Second Reading (Housekeeping) Moved By: Councillor Somerville Seconded By: Councillor Pikálek
That Council give bylaw #2022-21, being Zoning Bylaw Amendment No. 21 Bylaw, second reading.		
CARRIED 5-0		
C23-10-18	8	Correspondence Moved By: Councillor Pikálek Seconded By: Councillor Spriggs
That Council acknowledge receipt of the following correspondence:		
<ol style="list-style-type: none"> 1. Joel Famularo RE: Pool Petition 2. Aaron Woroniuk RE: Flooding Public Debrief 3. Heritage Advisory Committee Meeting Minutes: #HAC23-02, #HAC 23-03, #HAC23-04, #HAC23-05, #HAC23-08 4. RCMP Monthly Policing Report- April, for informational purposes. 		
CARRIED 5-0		
9 Business Arising from Correspondence		
C23-10-19	9.1	Pool Petition Moved By: Councillor Spriggs Seconded By: Councillor Pikálek
That Council direct administration to seek funding for a feasibility study regarding the pool facility, including upgrades and retrofits.		
CARRIED 4-1		
C23-10-20	9.2	Recess Moved By: Councillor Pikálek Seconded By: Councillor Lister
That Council take a three-minute recess.		
CARRIED 5-0		
10 Public Questions		
Dan Davidson had questions regarding the Still Standing filming in Dawson and the pool petition.		

Giulia had questions regarding the pool petition resolution.

Jim Taggart had questions regarding the Taxation of Vacant Residential Land policy, Official Community Plan amendments, and the Darrel Carey mining operation YESAB report.

Kim Biernaskie had a question regarding the flooding debrief.

C23-10-21

11

Adjournment

Moved By: Councillor Somerville

Seconded By: Councillor Pikálek

That Council Meeting C23-10 be adjourned at 9:31 p.m. with the next regular meeting of Council being July 12, 2023.

CARRIED 5-0

THE MINUTES OF COUNCIL MEETING C23-10 WERE APPROVED BY COUNCIL RESOLUTION #C23-11-XX AT COUNCIL MEETING C23-11 OF JULY 12, 2023.

William Kendrick, Mayor

David Henderson, CAO

MINUTES OF SPECIAL COUNCIL MEETING C23-11 of the Council of the City of Dawson held on Wednesday, June 28, 2023 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Mayor William Kendrick
 Councillor Alexander Somerville
 Councillor Julia Spriggs
 Councillor Patrik Pikálek

REGRETS:

Councillor Brennan Lister

ALSO PRESENT:

CAO: David Henderson
 EA: Elizabeth Grenon
 PDM: Farzad Zarringhalam

- | | | | |
|------------------|------------|---|---|
| | 1 | Call To Order | |
| | | | The Chair, Mayor Kendrick called Special Council meeting C23-11 to order at 7:00 p.m. |
| C23-11-01 | 2 | Adoption of the Agenda | |
| | | Moved By: Councillor Somerville | |
| | | Seconded By: Councillor Pikálek | |
| | | | That the agenda for Special Council meeting C23-11 of June 28, 2023 be adopted as presented. |
| | | | CARRIED 4-0 |
| | 3 | Special Meeting, Committee, and Departmental Reports | |
| C23-11-02 | 3.1 | Heritage Advisory Committee Member Appointment | |
| | | Moved By: Councillor Somerville | |
| | | Seconded By: Councillor Pikálek | |
| | | | That Council appoint Jean-Pierre (J-P) Tremblay to the Heritage Advisory Committee with the term ending September 30, 2025. |
| | | | CARRIED 4-0 |
| C23-11-03 | 4 | Adjournment | |
| | | Moved By: Councillor Pikálek | |
| | | Seconded By: Councillor Spriggs | |
| | | | That Special Council Meeting C23-11 be adjourned at 7:03 p.m. with the next regular meeting of Council being July 12, 2023. |
| | | | CARRIED 4-0 |

THE MINUTES OF SPECIAL COUNCIL MEETING C23-11 WERE APPROVED BY COUNCIL RESOLUTION #C23-12-X AT COUNCIL MEETING C23-12 OF JULY 12, 2023.

William Kendrick, Mayor

David Henderson, CAO

Mayor CAO

July 12, 2023

The City of Dawson
P.O. Box 308
Dawson City, YK Y0B 1G0

Attention: City Council Members

Dear City Council Members:

RE: 2022 AUDIT FINDINGS REPORT

The purpose of this communication is to summarize certain matters arising from the audit that we believe would be of interest to City Council.

The objective of our audit was to obtain reasonable assurance that the financial statements as a whole are free of material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Our audit was not designed for the sole purpose of identifying matters to communicate. Accordingly, our audit would not necessarily identify all such matters that may be of interest to City Council and management and it is inappropriate to conclude that no such matters exist.

This communication should be read in conjunction with the financial statements and our report thereon, and it is intended solely for the use of City Council and should not be distributed to external parties without our prior consent. Metrix Group LLP accepts no responsibility to a third party who uses this communication.

SIGNIFICANT FINDINGS FROM THE AUDIT

Our objective is to communicate appropriately to Council any deficiencies in internal control that we have identified during the audit and that, in our professional judgment, are of sufficient importance to merit being reported to Council.

The audit findings contained in this letter did not have a material effect on the City's financial statements, and as such, our audit report is without reservation with respect to these matters.

Significant Deficiencies in Internal Control

Our audit procedures did not reveal any significant deficiencies in internal control.

Significant Qualitative Aspects of Accounting Practices

Management is responsible for determining the significant accounting policies. The choice of different accounting policy alternatives can have a significant effect on the financial position and results of the City. The application of those policies often involves significant estimates and judgments by management.

Accounting Estimates

The City has made the following significant accounting estimates in preparing its financial statements.

Amortization of Tangible Capital Assets - \$2,090,937 (2021 - \$2,072,974)

We are of the opinion that the significant accounting policies, estimates and judgments made by management, and financial disclosures do not materially misstate the financial statements taken as a whole.

Corrected and Uncorrected Misstatements

Corrected Misstatements

During the course of the audit, we identified four (4) adjustments that were communicated to management and subsequently corrected in the financial statements.

Uncorrected Misstatements

There were no uncorrected misstatements aggregated by our Firm for the year ended December 31, 2022.

After considering both quantitative and qualitative factors with respect to the uncorrected misstatements we accumulated during the audit, we agree with management that the financial statements are not materially misstated.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties during our audit that should be brought to the attention of Council. We had the full co-operation of City management and staff throughout our work and we received full access to all necessary records and documentation.

Management Representations

Management's representations are integral to the audit evidence we will gather. Prior to the release of our report, we will require management's representations in writing to support the content of our report.

MANAGEMENT LETTER

We will be submitting a letter to City management on other matters that we feel should be brought to their attention

AUDITOR INDEPENDENCE

We believe it is important that we communicate at least annually with City Council regarding all relationships between the City and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by Chartered Professional Accountants of Alberta and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters.

We are not aware of any relationships between the City and ourselves that, in our professional judgment, may reasonably be thought to bear on our independence that have occurred from January 1, 2022 – July 12, 2023.

We appreciated the assistance of Kim McMynn, David Henderson and the other City staff, during the audit.

We appreciate the opportunity to provide audit services to the City.

Yours truly,

METRIX GROUP LLP



Philip J. Dirks, CPA, CA
Partner

PJD/cjo

cc: David Henderson, Chief Administrative Officer

DRAFT

CITY OF DAWSON
Financial Statements
For The Year Ended December 31, 2022

DRAFT

MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

To the Mayor and Members of Council of City of Dawson

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management in accordance with Canadian public sector accounting standards. They necessarily include some amounts that are based on the best estimates and judgements of management.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of financial statements.

Metrix Group LLP, Chartered Professional Accountants, have been appointed by the City Council to express an opinion on the City's financial statements.

David Henderson
Chief Administrative Officer

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of City of Dawson

Opinion

We have audited the financial statements of City of Dawson (the City), which comprise the statement of financial position as at December 31, 2022, and the statements of operations and accumulated surplus, changes in net financial assets, and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the City as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

(continues)

Independent Auditors' Report to the Mayor and Council of City of Dawson (*continued*)

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

METRIX GROUP LLP

Chartered Professional Accountants

Edmonton, Alberta
July 12, 2023

CITY OF DAWSON
Statement of Financial Position
As At December 31, 2022

	2022	2021
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 1,585,052	\$ 4,217,170
Investments (Note 2)	5,170,607	5,151,652
Receivables (Note 3)	2,734,652	424,037
	<u>9,490,311</u>	<u>9,792,859</u>
LIABILITIES		
Accounts payable and accrued liabilities (Note 4)	1,149,076	1,007,553
Deferred revenue (Note 5)	237,538	274,723
	<u>1,386,614</u>	<u>1,282,276</u>
NET FINANCIAL ASSETS	<u>8,103,697</u>	<u>8,510,583</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 6)	34,702,269	34,170,018
Prepaid expenses	97,209	68,015
Inventory for consumption	-	27,907
	<u>34,799,478</u>	<u>34,265,940</u>
ACCUMULATED SURPLUS (Note 7)	<u>\$ 42,903,175</u>	<u>\$ 42,776,523</u>
Contingencies (Note 9)		

ON BEHALF OF COUNCIL:

The accompanying notes are an integral part of these financial statements.

CITY OF DAWSON
Statement of Operations and Accumulated Surplus
For the Year Ended December 31, 2022

	2022 (Budget) (Note 12)	2022 (Actual)	2021 (Actual)
REVENUE			
Taxes and grants in lieu of taxes	\$ 3,437,390	\$ 3,450,311	\$ 3,246,103
Government transfers for operating	3,041,483	3,063,320	2,950,077
Sales and user charges	2,474,866	2,502,803	2,404,385
Return on investments	30,000	47,251	23,976
Licenses and permits	74,500	46,477	110,271
Penalties and costs on taxes	13,600	28,366	23,916
Other	31,000	21,776	33,479
Fines	3,000	1,850	3,025
	<u>9,105,839</u>	<u>9,162,154</u>	<u>8,795,232</u>
EXPENSES			
Parks and recreation	1,779,697	1,863,267	1,585,710
Water supply and distribution	1,217,070	1,773,319	1,266,697
General administration	1,607,271	1,549,810	1,511,000
Transportation services	1,403,578	1,478,697	1,206,316
Waste management	801,518	768,153	625,778
Wastewater treatment and disposal	505,681	445,442	430,275
Fire	374,491	304,213	328,439
Land use planning, zoning and development	406,075	264,452	196,051
Cable television	230,359	255,281	221,146
Council and other legislative	278,864	231,442	173,882
Bylaws enforcement and emergency measures	147,027	138,709	127,450
Cemeteries	13,000	3,265	-
Amortization	-	2,090,938	2,072,974
	<u>8,764,631</u>	<u>11,166,988</u>	<u>9,745,718</u>
ANNUAL DEFICIT BEFORE OTHER REVENUE	<u>341,208</u>	<u>(2,004,834)</u>	<u>(950,486)</u>
OTHER REVENUE			
Government transfers for capital	13,241,962	2,131,486	104,899
Gain (loss) on disposal of tangible capital assets	-	-	(5,007)
	<u>13,241,962</u>	<u>2,131,486</u>	<u>99,892</u>
ANNUAL SURPLUS (DEFICIT)	13,583,170	126,652	(850,594)
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>42,776,523</u>	<u>42,776,523</u>	<u>43,627,117</u>
ACCUMULATED SURPLUS, END OF YEAR (Note 7)	<u>\$ 56,359,693</u>	<u>\$ 42,903,175</u>	<u>\$ 42,776,523</u>

The accompanying notes are an integral part of these financial statements.

CITY OF DAWSON
Statement of Changes in Net Financial Assets
For the Year Ended December 31, 2022

	2022 (Budget) (Note 12)	2022 (Actual)	2021 (Actual)
ANNUAL SURPLUS (DEFICIT)	\$ 13,583,170	\$ 126,652	\$ (850,594)
Acquisition of tangible capital assets	(14,315,873)	(2,623,189)	(389,086)
Amortization of tangible capital assets	-	2,090,938	2,072,974
Loss (gain) on disposal of tangible capital assets	-	-	5,007
	<u>(732,703)</u>	<u>(405,599)</u>	838,301
(Acquisition) use of inventory for consumption	-	(29,194)	(6,849)
(Acquisition) use of prepaid expenses	-	27,907	(32,813)
	<u>(732,703)</u>	<u>(406,886)</u>	798,639
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	<u>(732,703)</u>	<u>(406,886)</u>	798,639
NET FINANCIAL ASSETS, BEGINNING OF YEAR	8,510,583	8,510,583	7,711,944
NET FINANCIAL ASSETS, END OF YEAR	<u>\$ 7,777,880</u>	<u>\$ 8,103,697</u>	<u>\$ 8,510,583</u>

The accompanying notes are an integral part of these financial statements.

CITY OF DAWSON
Statement of Cash Flows
For The Year Ended December 31, 2022

	2022	2021
OPERATING ACTIVITIES		
Annual surplus (deficit)	\$ 126,652	\$ (850,594)
Non-cash items not included in annual surplus (deficit):		
Amortization of tangible capital assets	2,090,938	2,072,974
Loss (gain) on disposal of tangible capital assets	-	5,007
	<u>2,217,590</u>	<u>1,227,387</u>
Changes in non-cash working capital balances related to operations:		
Receivables	(2,310,615)	485,060
Accounts payable and accrued liabilities	141,523	(303,433)
Deferred revenue	(37,185)	45,871
Inventory for consumption	27,907	(6,849)
Prepaid expenses	(29,194)	(32,813)
	<u>(2,207,564)</u>	<u>187,836</u>
Cash flow from operating activities	<u>10,026</u>	<u>1,415,223</u>
CAPITAL AND INVESTING ACTIVITIES		
Purchase of tangible capital assets	(2,623,189)	(389,086)
Purchase of investments	(5,170,607)	(5,151,652)
Proceeds on sale of investments	5,151,652	5,112,869
Cash flow used by capital and investing activities	<u>(2,642,144)</u>	<u>(427,869)</u>
FINANCING ACTIVITIES		
Repayment of obligations under capital lease	-	(12,947)
CHANGE IN CASH AND CASH EQUIVALENTS	(2,632,118)	974,407
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>4,217,170</u>	<u>3,242,763</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	\$ 1,585,052	\$ 4,217,170

The accompanying notes are an integral part of these financial statements.

CITY OF DAWSON

Schedule of Equity in Tangible Capital Assets

(Schedule 1)

For the Year Ended December 31, 2022

	2022	2021
BALANCE, BEGINNING OF YEAR	\$ 34,170,018	\$ 35,845,966
Acquisition of tangible capital assets	2,623,189	389,086
Amortization of tangible capital assets	(2,090,938)	(2,072,974)
Repayment of obligations under capital lease	-	12,947
Net book value of disposed tangible capital assets	-	(5,007)
BALANCE, END OF YEAR	\$ 34,702,269	\$ 34,170,018
Equity in tangible capital assets is comprised of the following:		
Tangible capital assets (net book value)	\$ 34,702,269	\$ 34,170,018

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CITY OF DAWSON
Schedule of Segmented Information
For the Year Ended December 31, 2022

(Schedule 2)

	General Administration	Parks and Recreation	Protective Services	Transportation Services	Utilities and Cable TV	All Other	Total
REVENUE							
Taxes and grants in lieu of taxes	\$ 724,565	\$ 1,035,093	\$ 362,283	\$ 724,565	\$ 483,044	\$ 120,761	\$ 3,450,311
Government transfers	658,775	966,391	288,015	593,622	494,658	61,859	3,063,320
Sales and user charges	86,627	182,707	27,086	-	2,202,084	4,300	2,502,804
All other	115,504	-	1,850	-	13,506	14,860	145,720
	<u>1,585,471</u>	<u>2,184,191</u>	<u>679,234</u>	<u>1,318,187</u>	<u>3,193,292</u>	<u>201,780</u>	<u>9,162,155</u>
EXPENSES							
Salaries, wages and benefits	657,405	816,168	280,910	686,822	1,169,652	403,893	4,014,850
Contracted and general services	389,910	127,145	80,575	406,378	1,382,218	92,405	2,478,631
Materials and supplies	156,799	164,415	59,606	337,240	275,179	2,861	996,100
Utilities	33,059	270,666	14,015	34,921	393,846	-	746,507
Insurance	266,914	-	4,716	-	-	-	271,630
Repairs and maintenance	45,723	416,281	2,852	13,336	21,301	-	499,493
Grants to individuals and organizations	-	68,592	-	-	-	-	68,592
Interest on capital lease and long-term debt	-	-	248	-	-	-	248
	<u>\$ 1,549,810</u>	<u>\$ 1,863,267</u>	<u>\$ 442,922</u>	<u>\$ 1,478,697</u>	<u>\$ 3,242,196</u>	<u>\$ 499,159</u>	<u>\$ 9,076,051</u>
NET REVENUE (DEFICIT) BEFORE AMORTIZATION	35,661	320,924	236,312	(160,510)	(48,904)	(297,379)	86,104
Amortization	115,989	827,016	83,879	121,229	942,825	-	2,090,938
NET REVENUE (DEFICIT)	<u>\$ (80,328)</u>	<u>\$ (506,092)</u>	<u>\$ 152,433</u>	<u>\$ (281,739)</u>	<u>\$ (991,729)</u>	<u>\$ (297,379)</u>	<u>\$ (2,004,834)</u>

The accompanying notes are an integral part of these financial statements.

CITY OF DAWSON

Schedule of Segmented Information

For the Year Ended December 31, 2021

(Schedule 3)

	General Administration	Parks and Recreation	Protective Services	Transportation Services	Utilities and Cable TV	All Other	Total
REVENUE							
Taxes and grants in lieu of taxes	\$ 681,682	\$ 973,831	\$ 340,841	\$ 681,681	\$ 454,454	\$ 113,614	\$ 3,246,103
Government transfers	782,546	846,477	281,492	584,724	393,906	60,932	2,950,077
Sales and user charges	117,599	195,701	20,380	-	2,068,305	2,400	2,404,385
All other	167,725	-	3,025	-	8,991	14,926	194,667
	<u>1,749,552</u>	<u>2,016,009</u>	<u>645,738</u>	<u>1,266,405</u>	<u>2,925,656</u>	<u>191,872</u>	<u>8,795,232</u>
EXPENSES							
Salaries, wages and benefits	\$ 596,567	\$ 841,734	\$ 267,283	\$ 593,794	\$ 985,304	\$ 272,019	\$ 3,556,701
Contracted and general services	396,453	126,923	118,715	269,166	991,432	95,462	1,998,151
Materials and supplies	186,129	150,812	46,823	305,584	224,770	2,453	916,571
Utilities	27,133	267,935	12,457	22,023	337,811	-	667,359
Insurance	267,332	-	4,262	-	-	-	271,594
Repairs and maintenance	37,386	161,518	5,086	15,748	4,579	-	224,317
Grants to individuals and organizations	-	36,788	-	-	-	-	36,788
Interest on capital lease and long-term debt	-	-	1,263	-	-	-	1,263
	<u>1,511,000</u>	<u>1,585,710</u>	<u>455,889</u>	<u>1,206,315</u>	<u>2,543,896</u>	<u>369,934</u>	<u>7,672,744</u>
NET REVENUE (DEFICIT) BEFORE AMORTIZATION	238,552	430,299	189,849	60,090	381,760	(178,062)	1,122,488
Amortization	107,092	850,056	83,291	89,710	942,825	-	2,072,974
NET REVENUE (DEFICIT)	<u>\$ 131,460</u>	<u>\$ (419,757)</u>	<u>\$ 106,558</u>	<u>\$ (29,620)</u>	<u>\$ (561,065)</u>	<u>\$ (178,062)</u>	<u>\$ (950,486)</u>

The accompanying notes are an integral part of these financial statements.

CITY OF DAWSON
Notes to Financial Statements
Year Ended December 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City of Dawson (the "City") are the representations of management, prepared in accordance with Canadian public sector accounting standards. Significant aspects of the accounting policies adopted by the City are as follows:

(a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues and expenses, changes in financial position of the reporting entity. The entity is comprised of all the organizations that are owned or controlled by the City and are, therefore, accountable to the Mayor and Council for the administration of their financial affairs and resources.

(b) Basis of Accounting

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, the City has met any eligibility criteria, and reasonable estimates of the amounts can be made.

Expenses are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

(c) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

The City has used estimates to determine accrued liabilities, tangible capital asset useful lives as well as provisions made for allowances for amounts receivable or any provision for impairment.

(d) Cash and cash equivalents

Cash and cash equivalents is comprised of items that are readily convertible to known amount of cash, are subject to an insignificant risk of change in value, and have a maturity of 90 days or less at acquisition.

(e) Land Held for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads and sidewalks are recorded as physical assets under the respective function.

(continues)

CITY OF DAWSON
Notes to Financial Statements
Year Ended December 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

(f) *Inventory for consumption*

Inventories are valued at the lower of cost and net realizable value with cost determined by the first in, first out method.

(g) *Tangible Capital Assets*

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Buildings	7 - 40 years
Engineered structures:	
Cable TV	10 - 25 years
Water and wastewater	15 - 50 years
Other	7 - 20 years
Roads	30 years
Machinery and equipment	7 - 20 years
Land improvements	7 - 25 years

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

Works of art for display are not recorded as tangible capital assets but are disclosed in the year of purchase.

(h) *Tax Revenue*

Property tax revenue is based on market value assessments determined in accordance with the Municipal Act. Tax rates are established annually. Taxation revenues are recorded at the time tax billings are issued. Assessments are subject to appeal.

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectable from property owners for work performed by the municipality and are recognized as revenue in the year in which the local improvement project is completed.

(i) *Contaminated Sites*

Contaminated sites are defined as a result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation on contaminated sites is recognized, net of any recoveries, when an environmental standard exists, contamination exceeds the environmental standard, the City is directly responsible for or accepts responsibility for the liability, future economic benefits will be given up, and a reasonable estimate of the liability can be made.

(continues)

CITY OF DAWSON
Notes to Financial Statements
Year Ended December 31, 2022

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

(j) *Non-Financial Assets*

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated change in net financial assets (debt) for the year.

(k) *New Accounting Standards not yet Adopted*

Effective for fiscal years beginning on or after April 1, 2022, PS 3280 Asset Retirement Obligations provides guidance on how to account for and report liabilities for retirement of tangible capital assets.

Effective for fiscal years beginning on or after April 1, 2023, PS 3400 Revenue provides guidance on how to account for and report revenue, and specifically, it addresses revenue arising from exchange transactions and unilateral transactions

2. INVESTMENTS

Investments consist of Guaranteed Investment Certificates bearing interest at rates ranging from 1.20% to 3.35% (2021 - 0.30% to 0.40%) and maturing between April and November 2023 (2021 - April and November 2022).

3. RECEIVABLES

	<u>2022</u>	<u>2021</u>
Receivable from other governments	\$ 2,148,913	\$ 210,081
Trade and other receivable	407,505	(98,587)
Goods and Services Tax	126,727	40,912
Taxes and grants in place of taxes	<u>52,609</u>	<u>62,652</u>
	2,735,754	215,058
Less: allowance for doubtful accounts	<u>(1,102)</u>	<u>(1,102)</u>
	<u>\$ 2,734,652</u>	<u>\$ 213,956</u>

4. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2022</u>	<u>2021</u>
Trade accounts payable and accrued liabilities	\$ 814,037	\$ 627,214
Accrued vacation, overtime and sick time	<u>335,039</u>	<u>380,339</u>
	<u>\$ 1,149,076</u>	<u>\$ 1,007,553</u>

The vacation and overtime liability is comprised of the vacation and overtime that employees are deferring to future years. Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year. Sick time is recorded at 50% of total time incurred.

CITY OF DAWSON
Notes to Financial Statements
Year Ended December 31, 2022

5. DEFERRED REVENUE

	2021	Funds Received	Funds Utilized	2022
Parks Canada grant	\$ 99,997	\$ -	\$ -	\$ 99,997
Prepaid utilities	87,849	80,040	(87,849)	80,040
Lottery grants	24,918	43,051	(20,192)	47,777
Prepaid taxes	7,259	9,724	(7,259)	9,724
Government of Canada - Indigenous Community Support Fund	54,700	-	(54,700)	-
	\$ 274,723	\$ 132,815	\$ (170,000)	\$ 237,538

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CITY OF DAWSON
Notes to Financial Statements
Year Ended December 31, 2022

6. TANGIBLE CAPITAL ASSETS

	2022 Net Book Value	2021 Net Book Value
Engineered structures		
Water and wastewater	\$ 18,932,596	\$ 19,719,075
Other	513,491	586,364
Roads	495,835	517,394
Cable television	146,359	208,068
	20,088,281	21,030,901
Buildings	7,420,896	8,288,877
Work in progress	2,697,318	1,181,560
Land	1,822,451	1,630,285
Land improvements	1,325,553	1,206,935
Machinery, equipment, and furnishings	1,347,770	831,460
	\$ 34,702,269	\$ 34,170,018

	Cost Beginning of Year	Additions	Disposals	Transfers	Cost End of Year
Engineered structures					
Cable television	\$ 1,542,682	\$ -	\$ -	\$ -	\$ 1,542,682
Water and wastewater	27,970,980	-	-	-	27,970,980
Other	1,574,076	-	-	-	1,574,076
Roads	646,742	-	-	-	646,742
	31,734,480	-	-	-	31,734,480
Buildings	22,763,746	-	-	-	22,763,746
Machinery, equipment, and furnishings	3,366,807	720,959	-	-	4,087,766
Land	1,630,285	192,166	-	-	1,822,451
Land improvements	2,003,585	194,306	-	-	2,197,891
Work in progress	1,181,560	1,515,758	-	-	2,697,318
	\$ 62,680,463	\$ 2,623,189	\$ -	\$ -	\$ 65,303,652

	Accumulated Amortization Beginning of Year	Current Amortization	Disposals	Transfers	Accumulated Amortization End of Year
Engineered structures					
Cable television	\$ 1,334,614	\$ 61,707	\$ -	\$ -	\$ 1,396,321
Water and wastewater	8,251,905	786,479	-	-	9,038,384
Other	987,712	72,873	-	-	1,060,585
Roads	129,348	21,558	-	-	150,906
	10,703,579	942,617	-	-	11,646,196
Buildings	14,474,869	867,979	-	-	15,342,848
Machinery, equipment, and furnishings	2,535,347	204,651	-	-	2,739,998
Land improvements	796,650	75,691	-	-	872,341
	\$ 28,510,445	\$ 2,090,938	\$ -	\$ -	\$ 30,601,383

CITY OF DAWSON
Notes to Financial Statements
Year Ended December 31, 2022

7. ACCUMULATED SURPLUS

	<u>2022</u>	<u>2021</u>
Unrestricted surplus	\$ 2,126,717	\$ 2,754,165
Restricted surplus:		
Reserves (Note 8)	6,074,189	5,852,340
Equity in tangible capital assets (Schedule 1)	<u>34,702,269</u>	<u>34,170,018</u>
	<u>\$ 42,903,175</u>	<u>\$ 42,776,523</u>

8. RESERVES

	<u>2022</u>	<u>2021</u>
Recreation - facility	\$ 2,033,478	\$ 1,788,905
Water and sewer services	1,120,966	1,146,977
Equipment replacement	980,530	991,624
Contingency	538,085	534,094
Road maintenance	338,615	336,104
Waste management	277,434	275,377
Land development	219,507	217,879
Load capacity	182,490	181,137
Heritage	182,217	180,866
Cable	123,996	123,076
Green initiatives	48,302	47,944
Parking	28,569	28,357
	<u>\$ 6,074,189</u>	<u>\$ 5,852,340</u>

9. CONTINGENCIES

The City and the Yukon Government are in discussions over whose responsibility the closure and post-closure costs of the Quigley Waste Management Facility will be. City management anticipates the City will be responsible for a portion of the costs but currently the City's share, if any, has not yet been determined. Since the amount cannot be reasonably estimated at this time no amount has been included in the financial statements.

10. FINANCIAL INSTRUMENTS

The City's financial instruments consist of cash, investments, receivables, and accounts payable and accrued liabilities. It is management's opinion that the City is not exposed to significant interest or currency risk arising from these financial instruments. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values.

The City is exposed to credit risk with respect to receivables. Credit risk arises from the possibility that customers may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of customers minimizes the City's credit risk.

11. SEGMENTED DISCLOSURES

The City provides a range of services to its citizens. Segment disclosures are intended to enable users to better understand the government reporting entity and the major expense and revenue activities of the City. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis.

The segments have been selected based on a presentation similar to that adopted for the municipal financial planning and budget processes. Segments include:

- (a) General Administration consists of corporate administration and general municipal services.
- (b) Parks and Recreation develops initiatives to provide opportunities and support in the areas of arts heritage and culture, and in recreation, sport and leisure.
- (c) Protective Services is comprised of fire, bylaws enforcement and emergency measures.
- (d) Transportation Services is comprised of roads, streets, walks and lighting.
- (e) Utilities and Cable TV is comprised of water supply and distribution, wastewater treatment and disposal, waste management and cable television.
- (f) All other is comprised of council and other legislative, land use planning, zoning, development and cemeteries.

The accounting policies used in the segment disclosures are consistent with those followed in the preparation of the financial statements (Note 1). For additional information see the Schedule of Segmented Disclosure (Schedule 2).

CITY OF DAWSON
Notes to Financial Statements
Year Ended December 31, 2022

12. BUDGET

The budget figures presented in these financial statements are based upon the 2022 operating and capital budgets approved by Council on March 30, 2022.

The 2022 budget, prepared by the City, reflects all municipal activities including capital projects, debt repayments, and reserves for future use. The reconciliation below is provided to encompass these items and is provided for information purposes only.

	<u>2022 (Budget)</u>	<u>2022 (Actual)</u>
Annual surplus (deficit)	\$ 13,583,170	\$ 126,652
Add:		
Amortization expense	-	2,090,938
Transfers from reserves	888,911	203,083
Use of unrestricted surplus	225,000	-
	<u>1,113,911</u>	<u>2,294,021</u>
Deduct:		
Transfers to reserves	(381,208)	(424,932)
Acquisition of tangible capital assets	(14,315,873)	(2,623,189)
	<u>(14,697,081)</u>	<u>(3,048,121)</u>
	<u>\$ -</u>	<u>\$ (754,099)</u>

13. COMPARATIVE FIGURES

Certain comparative figures have been reclassified to conform to the current year's presentation.

14. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were approved by Council and management.

Report to Council



For Council Decision For Council Direction For Council Information

SUBJECT:	Community and Recreation Grants	
PREPARED BY:	Paul Robitaille, Parks and Recreation Manager	ATTACHMENTS:
DATE:	June 16, 2023	
RELEVANT BYLAWS / POLICY / LEGISLATION: Community Grant Policy #16-01, Recreation Grants Policy 2017-06		

RECOMMENDATION

That Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$13,800 and

That Council approve the Level 2 Recreation Grants, as recommended by the Recreation Board in the amount of \$13,002.50.

BACKGROUND SUMMARY

The City of Dawson Manages and Distributes [Community Grants](#) and [Recreation Grants](#)

[Community Grants](#) are funded by the City of Dawson through reserves and governed by the Dawson Community Grant Policy.

- Applications are reviewed by the Community Grant committee and the Recreation board, with recommendations forwarded to City Council for final approval.
- Funding is approved in the Dawson annual Budget process and is \$30,000 for 2023.
- There are 3 intakes per year.
- The evaluation criteria for Community Grants applications is as follows:
 - Provide a lasting infrastructure legacy to the community.
 - Demonstrate significant volunteer involvement.
 - Generate significant local spending and economic impact.
 - Maintain open public access to the event or project.
 - Demonstrate partnership with other levels of government and community groups.
 - Show large event attendance and local involvement.
 - Have limited access to alternative funding sources.
 - Generate awareness of City of Dawson.
 - Create a sustainable public and social benefit.
 - Involve youth and seniors.
 - and the *Recreation Grants Policy* establish the criteria.

[Recreation Grants](#) are funded by the Yukon Governments Yukon’s Community Lottery Program and Governed by the Dawson Recreation Grant Policy.

- Level 1 Applications (individuals) and Municipal applications are approved by the Recreation Board.
- Level 2 applications (Groups) are reviewed and approved by the Recreation Board in Conjunction with the Community grant committee to maximize the effective distribution of funds.
- Funding is based on population and is \$43,051 for 2023.
- Funds are used for municipal and community purposes.
- The evaluation criteria for Recreation Grants is as follows:
 - Public benefit (number of participants, large target audience)
 - Reduction of barriers (such as low fees, accessibility, reduce social & cultural barriers, location)
 - Building capacity (leadership development, instructor training, activity promotion or infrastructure improvement)
 - Application (complete, alternative funding sources, partnerships)

ANALYSIS / DISCUSSION

Note – Staff will bring forward recommendations for revisions of the Recreation / Community Grant system to simplify and focus the process, at a future date. Such recommendations are not part of this RFP.

Community Grants

\$30,000 is budgeted for Community Grants to be dispersed over the three intakes.

- In the January Intake \$10,351.96 in community grants were approved
- \$500 was approved but did not occur and so is added back to available funds.
- The current Community Grants recommendation is for \$19,948.04 and if approved will leave \$200 remaining.

Recreation Grants

\$43,051 is budgeted for Recreation Grants.

- In the January intake \$10,000 in Recreation Grants were approved.
- \$7,000 in Municipal grants were approved directly by the Rec Board.
- The current Recreation Grants recommendation is for \$13,002.50 and if approved will leave \$13,048.50 remaining.

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

Organization	Project	Community Grants Approval	Recreation Fund Approval	Total Approved
Queer Yukon	Dawson City Pride Festival	1,000.00	-	\$ 1,000.00
Dawson City Slo-Pitch Association	Labour Day Weekend Ball Tournament	2,100.00	1,627.50	\$ 3,727.50
YOOP and Horticultural Exhibition	Discovery Days	1,600.00	675.00	\$ 2,275.00
Under 5 Open Gym	Inflatable	-	2,000.00	\$ 2,000.00
DC Minor Hockey Association	Skills Initiative	-	3,000.00	\$ 3,000.00
Little Blue Daycare	Swimming Lessons		2,000.00	\$ 2,000.00
Climb Higher	Programming Expenses	-	1,000.00	\$ 1,000.00
Dawson City Music Fest	Whole program + in-kind facility rental	3,148.04		\$ 3,148.04
KIAC	Kids Summer Art Camp	4,600.00		\$ 4,600.00
Humane Society Dawson	Canine Training	800.00	800.00	\$ 1,600.00
North Klondike Highway Music Society	Fiddle / Jigging Workshop	1,100.00	900.00	\$ 2,000.00
Humane Society Dawson	SNIP Program	1,800.00		\$ 1,800.00
Dawson City Chamber of Commerce	Gold Show	2,300.00		\$ 2,300.00
Totals Approved		\$19,948.04	\$13,002.50	

APPROVAL

NAME:	David Henderson (CAO)	SIGNATURE: <i>David Henderson</i>
DATE:	06-Jul-2023	

Report to Council



For Council Decision For Council Direction For Council Information

In Camera

AGENDA ITEM:	Ninth Avenue Trail Upgrades Contract Award	
PREPARED BY:	Paul Robitaille, Parks and Recreation Manager	ATTACHMENTS: <ul style="list-style-type: none"> • <i>Ninth Avenue Trail Upgrades Schedule A: Terms of Reference</i> • <i>Ninth Avenue Trail Upgrades Appendix A: Map</i>
DATE:	July 6, 2023	
RELEVANT BYLAWS / POLICY / LEGISLATION:	<ul style="list-style-type: none"> • Procurement Policy #2021-03 	

RECOMMENDATION

That Council award the Ninth Avenue Trail Upgrades to Transition Industries.

ISSUE / PURPOSE

To award the Ninth Avenue Trail Upgrades Contract

BACKGROUND SUMMARY

In the summers of 2007-08, Klondike Active Trails and Transportation Society, along with the support of numerous community groups, including City of Dawson, took on the task of building the Ninth Avenue Trail, following the outskirts of Dawson.

Following its completion, this trail quickly became one of the most popular and widely used in our region. It also signalled a shift in trails as a priority for many of our community members. As a result of groundswell of interest in trail use, the City of Dawson undertook the development of the Dawson Region Trail Management Plan in 2015. This plan focuses on the creation of various trails, including mountain biking and hiking trail to improve and diversify our existing trail network.

As part of the implementation of this plan, multiple trails have been constructed, and the maintenance of many of these trails, have become the responsibility of the City of Dawson. These initiatives have made Dawson more of a destination for trail enthusiasts and enjoyable for our local community.

In recent years, conditions on the Ninth Avenue Trail have been deteriorating in sections, mainly due to the year-round traffic; the increased presence of groundwater, and lack of drainage in key areas. As a result, work is necessary to improve the drainage, and address the general wear and tear of infrastructure of the trail. Additionally upgrades to the connector trails must be undertaken, as many of these are become to wet to enjoyably utilize.

In 2020, Parks and Recreation was successful in designating the Ninth Avenue Trail as part of the *Trans Canada Trail*. This designation increased our ability to apply for funding dollars to make improvements to this important part of our infrastructure.

In 2022, an application was made to Trans Canada Trail's *Trails Infrastructure and Major Repairs Stream* for Phase I of the Ninth Avenue Upgrades projects (North End - King St to North-End Park), which resulted in \$22,000 in support from Trans Canada Trail for 37% of the total cost of the project (\$58,000). This funding is contingent on a financial commitment from the City of Dawson of \$36,000.

We plan to apply to the same fund to assist in completing Phase II of this project (South End - King St to Craig St.) in 2023.

ANALYSIS / DISCUSSION

With the approval of the 2023-2025 Capital Project Plan, Council gave direction to administration to initiate projects within that document. \$58,000 was included to complete upgrades to the Ninth Avenue Trail (King St to North-End Park).

Based on this direction administration released a *Request for Quotations*, for which one bid was received as part of the tendering process. Administration and Council felt like this bid met the minimum requirement and fell within the approved budget for this project. As such, Council awarded the contract to the lone bidder. However, the bidder's availability changed, and they are no longer able to take on the offered contract.

As a result of this situation, Administration has pursued a *Single Source Procurement* option based on section 5.4.2 of Procurement Policy #2021-03, which states:

- *An attempt to acquire the required Deliverables using a Competitive Procurement Process has been made in good faith, but has failed to identify more than one willing and compliant Supplier;*

Administration approached a local contractor, using the same scope of work (Ninth Avenue Trail Upgrades – Schedule A: Terms of Reference; Appendix A: Map) as was included in our original competitive procurement process. This contractor meets the minimum standards upheld by City of Dawson and has provided us with a quote that is within budget.

Based on the delivery of a quote from a proven contractor, which is within our budget for this project, administration recommends that the Ninth Avenue Trail tender be awarded to Transition Industries for \$57,000, with up to \$22,000 in funding coming from Trans Canada Trail, and up to \$36,000 coming from capital reserves, as approved in the 2023-25 Capital Project Plan.

APPROVAL		
NAME:	David Henderson, CAO, City of Dawson	SIGNATURE:
DATE:	2023-04-19	<i>David Henderson</i>



CITY OF DAWSON

Ninth Avenue Upgrades

Schedule A: Terms of Reference

Background

In 2007, Klondike Active Trails and Transportation Society (KATTS), along with a small crew of local youth, undertook the development of a trail that looped Dawson City, called the Ninth Avenue Trail. Thanks to funding from Community Development Fund and volunteer donations, KATTS was able to complete this trail in 2008.

Since that time, the Ninth Avenue Trail has become a cornerstone of the Dawson City trail network, used year-round by hikers, dog-walkers, and adventurers looking to explore our backyard, or connect further out to the Midnight Dome Trail Network.

Due to its popularity, wear and tear over time, and wetter ground conditions, the trail has deteriorated in sections, and requires upgrades to accommodate wetter ground conditions, the growing presence of bikes on surrounding trails, and to improve its usability.

In 2021, Ninth Avenue Trail in Dawson City was designated as an official extension of the Trans Canada Trail (TCT). As part of this designation, Ninth Avenue Trail was eligible for additional funding opportunities.

In 2022, City of Dawson was successful in applying to TCT's Capital Improvement Plan to address some of the challenges this trail is now facing. The application was split into two phases. Phase 1 – Princess St. North. Phase 2 – Princess St. South. We are currently seeking contractors to address Phase 1 of this plan from Mary Mcleod Road North to City of Dawson's North End Park (Off Leash Dog Park area).

Objectives

The City of Dawson is seeking the services of a qualified Contractor to improve areas of concern along the trail. Work should be done with the goal of providing novice hikers with a well-drained trail under 1.9 meters wide and less than a 10-degree incline, where possible.

Particularly, we are looking to improve the following:

1. **Improve Mid-Trail Access Points:**

Most trail access occurs via mid-trail access points at various street ends (Judge St, Duke St, Mary Macleod Road & Princess St). These access points need to be re-routed in some cases, made more visible, widened and improved overall to increase accessibility for residents. Additional material and culverts must be installed to improve drainage and issues from wear and tear on these connectors. See Appendix A for a map of these access points. See Appendix B for select photos of trail access points.

2. **Trail Recovery – Princess to North End Park:**

Canopy and drainage issues are deteriorating the usability of the trail in select areas. Brush out entire trail, address drainage issues throughout trail, remove deteriorated infrastructure that is deemed dangerous and replace with hard packed gravel. See Appendix B for photos.

3. **Signage Installation:**

To highlight this trail, and increase use from residents and visitors to Dawson, new signage must be installed at key locations on the trail. Signs have already been purchased. Installation of these signs is required. There are two archways and four way finding signs to install.

Scope of Work:

The contractor will report to the Parks & Recreation Manager for the duration of this project. The general duties and responsibilities of the Contractor include:

1. Scouting, to determine trail design, building method and routes.
2. Proposal of trail building method, including considerations around width of trail build, equipment used, and mitigation of any risks during build, for items such as serpentine handling.
3. Provision of exact trail map & plan, including building material, building methods, equipment to be used, and a proposed map of trail to City of Dawson.
4. Communication with Parks and Recreation manager throughout project, to ensure considerations around land-use permitting (if necessary), and information to public is being shared through appropriate channels.
5. Construction of new trail and maintenance of existing trail, including:
 - a. Supervision of trail crew and sub-contractors
 - b. Coordination and scheduling of equipment rentals and trail building materials
6. The Contractor shall determine the best approach to the design and construction of this trail in accordance with industry standards.
7. The Contractor shall source the materials and equipment needed to perform the work.
8. The Contractor will provide the City of Dawson with photographs detailing the work completed and the materials used.
9. The Contractor shall provide the City of Dawson with a letter of warranty at time of job completion for five (5) years.
10. Construction should be completed by September 30, 2023.

End of Terms of Reference



City of Dawson Ninth Avenue Trail Upgrades Appendix A: Map



General Trail Location for upgraded Mid-Trail Access points *Exact trail route would be determined by contractor, based on scouting, landscape, best practices, and desired outcome of trail build.

REPORT TO COUNCIL

July 6, 2023



For Council Decision For Council Direction For Council Information In Camera

SUBJECT

Historic Resource Demolition
(Permits #22-110 and #23-054)

PREPARED BY

Planning and
Development

References

◦ Dawson City
Heritage
Management Plan

Attachments

◦ Report from
Protective Services
Manager

RECOMMENDATIONS

That council approve demolition permit applications #22-110 and #23-054 conditional on staff satisfaction as to sufficiency of arrangements in place to ensure lots will not be left vacant

ISSUE / PURPOSE

The City has received a request for permits to demolish historic buildings located at Lot 8, Block C, Smith Addition (202 Judge St) (permit #22-110) and at Lot 3, Block LE, Harper Estate (822 Sixth Ave) (permit 23-054) that are both listed on the *Yukon Historic Sites Inventory*.

BACKGROUND

On June 28, 2023, the council was presented with options for these permit applications as well as the recommendations from the Heritage Advisory Committee (HAC), Protective Services Manager, and Planning Department. There have been a few updates since then:

- The Planning Department has informed the public to find out if a private individual would be able to move and restore the structures. The announcement has been published on the City website and advertised in the Klondike Sun newspaper. At the time this article was being written, there had been no response. Planning will ensure that no permits are issued before July 24 in order to provide enough time for the public to respond.
- Attached to this report is a more detailed report from the Protective Services Manager concerning the structure on Lot 3, Block LE, Harper Estate.
- Building on Lot 8, Block C, Smith Addition was built around 1900. The applicant's citation of the 1930s presented in the previous report is incorrect.

It is reiterated that the provisions of the Dawson City Heritage Management Plan discourage the demolition of historic buildings and structures including unsafe ones. But so far, every attempt to come up with a workable answer has fallen flat. Buildings' current lack of stability and integrity has made preservation, repair, and maintenance of them unlikely. Before issuing a demolition permit, staff will actively search for incentive possibilities to rehabilitate these buildings.

If these permits are issued, they will be subject to the requirement that the materials be used for other historic structures or projects as recommended by the HAC. HAC will be consulted in further detail about this.



THE CITY OF DAWSON

Do you want a historic structure on your property?

Move a historic structure to your property and use financial sources to cover the expenses.

The City of Dawson is looking for individuals who own property in Dawson and are interested in moving and restoring historic structures. Limited funding to move and stabilize structures is available.

For more information please contact:

Planning Department
Box 308, Dawson, YT Y0B 1G0
PlanningManager@cityofdawson.ca
PlanningOfficer@cityofdawson.ca
867-993-7400 ext. 430

Available structures:
Building on Lot 8, Block C, Smith Addition:



Building on Lot 3, Block LE, Harper Estate:



Public notification posted on City website and Klondike Sun

OPTIONS

Permit #22-110:

1. Approve demolition permit applications #22-110 provided that an arrangement is in place to make sure that the lot will not be left vacant.
2. Do not approve demolition permit #22-110.

Permit #23-054:

1. Approve demolition permit applications #23-054 provided that an arrangement is in place to make sure that the lot will not be left vacant.
2. Do not approve demolition permit #23-054.

APPROVAL

NAME: David Henderson

Date: 7/6/2023

Signature *David Henderson*

Vacant building located at Sixth Avenue

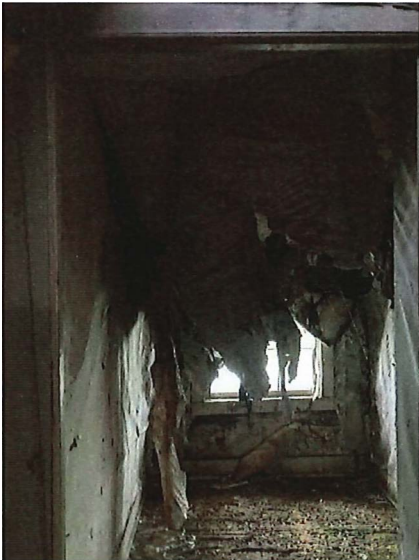


Picture # 1



Picture # 2

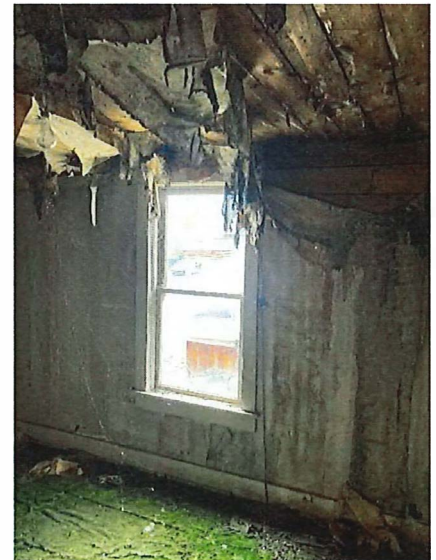
This build has been vacant for more than 60 years according to the owner. The roof was protected by shingles which have rotted or blown off over the years of no maintenance as can be seen in picture # 1. The foundation has also been rotting for several years causing the house to have a visible tilt to the left in picture # 1. Picture # 2 was taken from the top of the stairs looking up into the attic opening, light shining through the openings between the 1 X 10 boards covering the roof. There is a strong smell of rotten and molding wood and paper.



Picture # 3



Picture # 4



Picture # 5

Picture # 3 is the hallway below the attic opening, molded ceiling paper hanging down in front of a window with black mold on the floor and around the window. Pictures # 4 and # 5 are the room to the right of the hallway, the ceiling board have rotted to the point they are fall off the roof trusses and black mold is everywhere. The room to the left was too dark to take pictures, the ceiling paper was hanging down just inside the door. I was standing on the floor joist at the top of the stairs when you look at pictures 8 and 10 you will

know why I took pictures 1 to 5 without moving. I carefully placed my feet at the outside of each step testing them for stability on the way up and on the way down.



Picture # 6

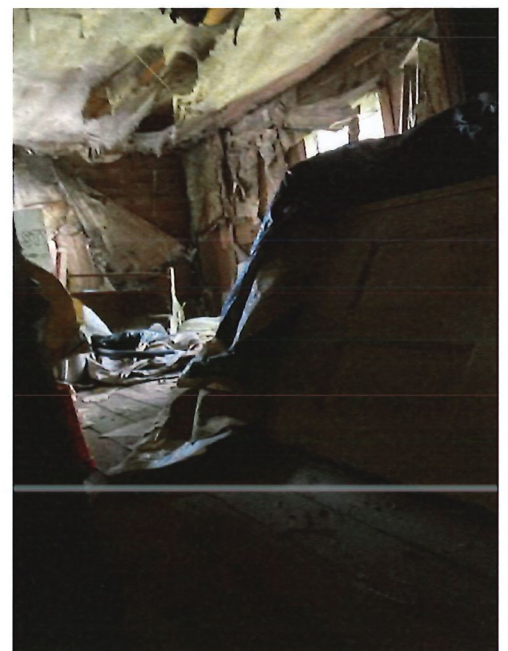


Picture # 7

Picture # 6 was taken from the top of the stairs before I started backing down the stairs and Picture # 7 was taken from the second last step before the stairs turn the main floor. The center of the main floor is up two feet above the outside walls leaving less than six feet to the ceiling as the outside walls slowly sank into the ground over the years. There is a lot of scrape furniture and building materials in the living room in picture # 7. This building appears to be ribbon construction, meaning the outside walls 2 X 4's run from the main floor to the roof truss. This also means the second floor is supported hopefully by at least 2 X 2 nailed onto the outside wall and the floor joist were built on the 2 X 2 and then nailed to the outside wall. If the building shifts, the second floor could drop onto the main floor. Picture # 8 is on the main floor by the south wall facing the window that looks towards the side lane leading from Six Ave to the back lane. It appears the ceiling dropped



Picture # 8



Picture # 9

about 10 inches on the east side and 18 on the west side. I'm not sure what is holding it up, perhaps it settled on the window frames and a ladder by the front door. I moved slightly to my left stepping down to the outside wall to take picture # 9 trying to show how the floor is heaved up in the middle of the floor. Picture # 10 is a closer look at the hanging ceiling, and you can see it dropped more at the front than the back. I didn't see the



Picture # 10



Picture # 11

chimney going through the second floor but I'm not going back up to look. Picture # 11 was taken from the back door again taken to see the heave in the floor. You can also see the ceiling seems to be sitting on the ladder and the window and you can compare it to where the ceiling meets the back wall. I don't think anyone will disagree that this building is a health and life safety hazard, and I will also say it's a fire hazard. I'm not a structural Engineer but I have taken and taught building construction, I've inspected and investigated many buildings. The bottom of outside walls are rotted off the floor joists in places, I don't see this building as something worth saving. The cost to repair this building would be more than double the price you would pay to build on a vacant piece of property. If this is a historic building on a historic site, it should be torn down and rebuilt to meet the historic criteria. This building should be boarded off to prevent anyone from entering it until it is to be torn down.

Mike Masserey
Fire Chief and
Protective Services Manager

REPORT TO COUNCIL

July 6, 2023



For Council Decision For Council Direction For Council Information *In Camera*

SUBJECT

Zoning Bylaw Amendment No.21 (Bylaw #2022-21)

Housekeeping

PREPARED BY

Planning and
Development
Department

References

- Municipal Act
- Official Community Plan
- Zoning Bylaw

Attachments

- Draft Bylaw #2022-21

RECOMMENDATIONS

It is recommended that Council give Third Reading to Zoning Bylaw Amendment No.21 (Bylaw #2022-21).

ISSUE / PURPOSE

The OCP is required to be reviewed on an ongoing basis, specifically in October each year. The Zoning Bylaw is reviewed annually in tandem.

BACKGROUND

This Bylaw received its First Reading on May 17, 2023, and Second Reading on June 14, 2023. No change has been made since then.

ANALYSIS/DISCUSSION

Official Community Plan Amendments

No OCP amendments have been flagged in 2022.

Zoning Bylaw Amendments

1. Amend Table of Contents formatting: change s.5.3 'Water and Sewer Facilities' to s.4.8 for accuracy.
2. Add 'Personal Service Establishment' to C1 permitted uses and edit the definition to permit a wider range of services.
 - 'PERSONAL SERVICE ESTABLISHMENT' means a business which is associated with the grooming or health of persons or the maintenance or repair of personal wardrobe articles and accessories, and may include a barber shop, **spa, medical and dental office**, beauty parlor, shoe repair shop, self-service laundry or dry-cleaning establishment.
3. Remove 'PERSONAL SERVICES' from definitions, as it is redundant since the definition of 'PERSONAL SERVICE ESTABLISHMENT' was added in 2021.
4. Remove one of the SEASONAL from definitions, since they are duplicates.
5. Edit the definition of LANDSCAPING to conform to the OCP's S.9.2.:
 - LANDSCAPING means to change, modify, or enhance the visual appearance of a site in order to beautify or screen the appearance of a lot. This may be done by reshaping the earth; planting lawns, shrubs, or trees; preserving the original natural vegetation; and adding walks, fencing, patios, **and other** ornamental features, **and public art**.
6. Edit S.4.2.2. to provide a safer and more sustainable environment:



- [No development permit is required for the following:]
landscaping where the existing grade and surface drainage pattern is not materially altered, except when landscaping is required as part of a development permit. **Landscaping should not impact existing utilities, obstruct windows and entryways, or divert pedestrian, cyclist and vehicular circulations.**
7. Add the following definition to S.2.2: “RELIGIOUS ASSEMBLY means development used for worship and related religious, philanthropic or social activities and includes accessory rectories, manses, meeting rooms, food preparation and service facilities, classrooms, dormitories and other buildings. This use does not include Commercial School”.
 8. Add ‘Temporary Shelter Services’ to R1, P2, and C1 permitted uses and to definitions.
The City of Whitehorse defines and permits ‘temporary shelter services’ in their CM1 & CM2: Mixed Use Commercial zones, PS: Public Service zone, and as a conditional use in their RD: Residential Downtown zone.
 - The addition of this use will create a common definition for existing temporary shelters, such as the Men’s shelter (located in the C1 zone and classified as ‘mixed-use residential’) and the women’s shelter (located in R1 and classified as a ‘boarding house’).
 - Given the purpose of the P2: Institutional zone to provide government and health services, it makes sense to permit temporary shelter services as a use.
 - ‘TEMPORARY SHELTER SERVICES’ means the provision of communal, transient accommodation sponsored or supervised by a public authority or non-profit agency intended to provide basic lodgings for persons requiring immediate shelter and assistance for a short period of time.
 9. Remove s.7.9 Visibility at Intersections. This clause mandates a 20-foot setback from the corner of parcels at intersections. Other guidelines, particularly *Design Guidelines for Historic Dawson*, do not support this. Additionally, most of the existing properties, including historic ones, do not adhere to this clause and will eventually cease to be compliant.
 10. Amend s.3.2.2 for accuracy: “by resolution appoint the members of the Heritage Advisory Committee for terms of office, as specified under the *Heritage ~~Advisory Committee~~ Bylaw*”.
 11. Add the following as a new section.

8.11 Conditional Use:

Conditional Uses are specific land uses which may or may not be acceptable on a given property, depending on the context and particular circumstances of the proposed development. There is a requirement for public notice of the application and a public hearing as per s.17.5.2 through s.17.5.5 of this bylaw.

1. Council may approve, deny, or approve with conditions applications for development permits for conditional uses provided the Conditional Use:

- I) will be compatible with the general nature of the surrounding area;
- II) will not be detrimental to the health or general welfare of people living or working in the surrounding area, or negatively affect other properties or potential development in the surrounding area; and
- III) is generally consistent with the applicable provisions of the current bylaw, Official Community Plan, and Heritage Management Plan.

12. Add the following to S.14.2 P2 Zone (Institutional) and amend the numbering of S.14.2 accordingly.

14.2.3. Conditional Use

1. landfill and waste treatment facility
2. sewage treatment plant
3. lagoon
4. electrical substation



13. Insert the following as S.3.2.12: “**approve, deny, or approve with conditions applications for development permits for conditional uses**”
14. Insert the following as S.3.3.17: “**refer development permit applications for conditional uses to Council for decision**”
15. Add the following to S.8.7.1.1 “This does not include **landfills and waste treatment facilities**, sewage treatment plants, lagoons, or electrical substations”
16. Amend s.4.1.1.5 to read as follows: “Demolition of a structure **40 or more years old or** listed in the Yukon **Government** Historic Sites **Registry Inventory shall be processed in accordance with the provisions of the Heritage Bylaw**, and must be approved by Council in consultation with the Heritage Advisory Committee and Yukon Government Historic Sites.
17. Amend floor area numbers in Table 9-1 ‘REQUIRED OFF-STREET PARKING SPACES’ to round to the nearest whole number for clarity and consistency among line items. For example: round 99.96m.² to 100m.².
18. It has been observed in practice that the ‘1 per x seats’ metric for determining parking requirements is not applicable in various cases, as some uses do not require physical seating, and the number of seats associated with a use can fluctuate without clear regulation. This has commonly led to difficulty in interpreting parking requirements, and imposes the risk of variable/inequitable decision making. Therefore, it is proposed that a different metric is used to assign parking, reflecting parking requirements other municipalities Zoning Bylaws. Municipalities such as the City of Victoria, the City of Nelson, the City of Kamloops, and the City of Revelstoke assign a number of stalls based on the floor area associated with a use, which have been used as a reference. Administration recommends the following amendments to Table 9-1 ‘REQUIRED OFF-STREET PARKING SPACES’:

Use	Required Parking Spaces	Rationale
Place of public assembly, including arena, assembly halls, auditorium, club, lodge and fraternal building, community centre, convention hall, funeral parlour and undertaking establishment, gymnasium, meeting hall, or theatre, or community recreation facility	1 per 8 seats 1 per 10m² (108ft²) of floor area	a) the City of Nelson’s Off-Street Parking and Landscaping Bylaw No. 3274 requires 1 space/10m ² of floor area used for assembly purposes. b) the City of Revelstoke requires 1 space/10m ² of floor area for places of public assembly. c) the City of Kamloops requires 10 spaces/ 100m ² of floor area (also 1 space/10m ² floor area).
Recreational use, including curling rink	1 per 3.5 seats	a) this use group is redundant – similar use as above ‘public assembly’ uses. Ex: what is the difference between a curling rink and an arena?
Restaurant or eating establishment, lunch counter, diner, beer parlour, cocktail lounge, bar, or other similar establishment for the sale and consumption of food or beverages on the premises	1 per 8 seats 1 per 50m² (538ft²) of floor area	a) the City of Nelson’s Off-Street Parking and Landscaping Bylaw No. 3274 requires 1 space/30m ² (323 ft ²) of floor area. b) the City of Kamloops Zoning Bylaw No. 55 requires 0.4 spaces per 100m ² (1,076ft ²) of floor area. c) to maintain similarity with other municipalities parking requirements, while being numerically consistent with other parking requirements in our ZBL.

19. Add ‘Temporary Shelter Services’ to Table 9-1 ‘REQUIRED OFF-STREET PARKING SPACES’ The City of Whitehorse requires 1 parking stall per every 2 sleeping units for Temporary Shelter Services. The same is recommended.



20. Amend floor area numbers in Table 9-2 'REQUIRED OFF-STREET LOADING SPACES' to round to the nearest whole number for consistency among line items. For example: round 2,000.02m² to 2,000m².
21. Remove 'recreation facilities' as a permitted use from s.12.1.1 since 'community recreation facility' was added in 2020 with the intent of replacing it.

Administrative numbering edits of C2 zone numbering (change from S.12.0, 12.0.1, and 12.0.2 to S.12.2, 12.2.1, and 12.2.2 to match correct numbering, as reflected in the Table of Contents).

OPTIONS

1. Pass Third Reading of Zoning Bylaw Amendment No.21 (Bylaw #2022-21).
2. Do not pass Third Reading of Zoning Bylaw Amendment No.21 (Bylaw #2022-21).

APPROVAL

NAME: David Henderson

Date: 7/6/2023

Signature *David Henderson*



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 21 Bylaw

Bylaw No. 2022-21

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

WHEREAS section 289 of the *Municipal Act*, RSY 2002, c. 154 provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the *Municipal Act*, RSY 2002, c. 154 provides for amendment of the Zoning Bylaw;

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

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the ***Zoning Bylaw Amendment No. 21 Bylaw***

2.00 Purpose

2.01 The purpose of this bylaw is to provide for:

- (a) A series of text amendments.
- (b) A series of amendments to Table 9-1 'REQUIRED OFF-STREET PARKING SPACES', as shown in Appendix 1.
- (c) Amendments to Table 9-2 'REQUIRED OFF-STREET LOADING SPACES', as shown in Appendix 2.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 21 Bylaw

Bylaw No. 2022-21

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THE CITY OF DAWSON

Zoning Bylaw Amendment No. 21 Bylaw

Bylaw No. 2022-21

3.00 Definitions

3.01 In this Bylaw:

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

PART II – APPLICATION

4.00 Amendments

- 4.01 Repeal S.5.3 Water and Sewer Facilities from the Table of Contents and insert: “4.8 Water and Sewer Facilities”.
- 4.02 Insert “4.9 Demolitions” to Table of Contents.
- 4.03 Insert the following definition to S.2.2: “HISTORIC RESOURCE means a historic site, historic object, or any work or assembly of works of nature or human endeavor listed in the Yukon Historic Sites Inventory”.
- 4.04 Repeal SEASONAL definition duplicate in S.2.2.
- 4.05 Repeal the LANDSCAPING definition in S.2.2 and replace with the following:
“LANDSCAPING means to change, modify, or enhance the visual appearance of a site in order to beautify or screen the appearance of a lot. This may be done by reshaping the earth; planting lawns, shrubs, or trees; preserving the original natural vegetation; and adding walks, fencing, patios, ornamental features, and public art.”
- 4.06 Repeal S.4.2.2 and replace with the following: “landscaping where the existing grade and surface drainage pattern is not materially altered, except when landscaping is required as part of a development permit. Landscaping should not impact existing utilities, obstruct windows and entryways, or divert pedestrian, cyclist and vehicular circulations.”



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Zoning Bylaw Amendment No. 21 Bylaw

Bylaw No. 2022-21

- 4.07 Insert the following definition to S.2.2: “RELIGIOUS ASSEMBLY means development used for worship and related religious, philanthropic or social activities and includes accessory rectories, manses, meeting rooms, food preparation and service facilities, classrooms, dormitories and other buildings. This use does not include Commercial School”.
- 4.08 Repeal the PERSONAL SERVICE ESTABLISHMENT definition in S.2.2 and replace with the following: “PERSONAL SERVICE ESTABLISHMENT means a business which is associated with the grooming or health of persons or the maintenance or repair of personal wardrobe articles and accessories, and may include a barber shop, spa, medical and dental office, beauty parlor, shoe repair shop, self-service laundry or dry-cleaning establishment”.
- 4.09 Repeal ‘PERSONAL SERVICES’ definition in S.2.2.
- 4.10 Insert the following definition to S.2.2: “TEMPORARY SHELTER SERVICES means the provision of communal, transient accommodation sponsored or supervised by a public authority or nonprofit agency intended to provide basic lodgings for persons requiring immediate shelter and assistance for a short period of time”.
- 4.11 Repeal S.7.9 Visibility at Intersections.
- 4.12 Repeal S.3.2.2 and replace with the following: “by resolution appoint the members of the Heritage Advisory Committee for terms of office, as specified under the *Heritage Bylaw*.”
- 4.13 Repeal S.4.1.1.5 and replace with the following: “Demolition of a structure 40 or more years old or listed in the Yukon Historic Sites Inventory shall be processed in accordance with the provisions of the Heritage Bylaw, and must be approved by Council in consultation with the Heritage Advisory Committee and Yukon Government Historic Sites.”
- 4.14 Insert the following as S.8.1:
Conditional Use:
Conditional Uses are specific land uses which may or may not be acceptable on a given property, depending on the context and particular circumstances of the proposed development. There is a requirement for public notice of the application and a public hearing as per s.17.5.2 through s.17.5.5 of this bylaw.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 21 Bylaw

Bylaw No. 2022-21

1. Council may approve, deny, or approve with conditions applications for development permits for conditional uses provided the Conditional Use:

i) will be compatible with the general nature of the surrounding area;

ii) will not be detrimental to the health or general welfare of people living or working in the surrounding area, or negatively affect other properties or potential development in the surrounding area; and

iii) is generally consistent with the applicable provisions of the current bylaw, Official Community Plan, and Heritage Management Plan.

4.15 Insert the following as S.3.2.12: “approve, deny, or approve with conditions applications for development permits for conditional uses”

4.16 Insert the following as S.3.3.17: “refer development permit applications for conditional uses to Council for decision”

4.17 Insert the following as S.14.2:
14.2.3. Conditional Use
1. landfill and waste treatment facility
2. sewage treatment plant
3. lagoon
4. Electrical substation

4.18 Amend S.8.7.1.I as follows: “This does not include landfills and waste treatment facilities, sewage treatment plants, lagoons, or electrical substations”

4.19 Repeal S.4.1.1 and insert contents into new S.4.9.

4.20 Repeal and replace Table 9-1 with the amendments shown in Appendix 1.

4.21 Repeal and replace Table 9-2 with the amendments shown in Appendix 2.

4.22 Insert ‘temporary shelter services’ to S.11.1.1.

4.23 Insert ‘temporary shelter services’ to S.11.2.1.



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Zoning Bylaw Amendment No. 21 Bylaw

Bylaw No. 2022-21

- 4.24 Insert 'personal service establishment' to S.12.1.1.
- 4.25 Repeal 'recreation facilities' from S.12.1.1.
- 4.26 Insert 'temporary shelter services' to S.12.1.1.
- 4.27 Administrative numbering edit of S.12.0 'C2 Zone (Commercial Mixed Use)' to S.12.2.
- 4.28 Administrative numbering edit of S.12.0.1 to S.12.2.1.
- 4.29 Administrative numbering edit of S.12.0.2 to S.12.2.2.

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Enactment

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



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 21 Bylaw

Bylaw No. 2022-21

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	May 17, 2023
PUBLIC HEARING	May 31, 2023
SECOND	Jun 14, 2023
THIRD and FINAL	

William Kendrick, Mayor

Presiding Officer

David Henderson, CAO

Chief Administrative Officer



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 21 Bylaw

Bylaw No. 2022-21

8.00 Appendices

Appendix 1. Amended Table 9-1 'REQUIRED OFF-STREET PARKING SPACES':

USE	REQUIRED PARKING SPACES
Residential uses	
Single detached and duplex dwelling (4 bedrooms or less)	1 per dwelling unit
Single detached and duplex dwelling (over 4 bedrooms)	2 per dwelling unit and 1 per additional bedroom over 4
Multi-unit residential	1 per dwelling unit
Bed and breakfast	1 per 2 bedrooms available for rent (in addition to the space required for the residential use)
Secondary suite or garden suite	1 per suite
Temporary shelter services	1 per every 2 sleeping units
Institutional uses	
Hospital	1 per 100m. ² (1,076ft. ²) of floor area
School	1 per classroom
Place of public assembly, including arena, assembly halls, auditorium, club, lodge and fraternal building, community centre, convention hall, funeral parlour and undertaking establishment, gymnasium, meeting hall, theatre, or community recreation facility	1 per 10m. ² (108ft. ²) of floor area
Museum and public library	1 per 50m. ² (538ft. ²) of floor area
Child Care Centres	1 parking stall per 8 children (Bylaw 2021-15 passed on August 3, 2022)
Commercial uses	
Bank, administrative, or professional office	1 per 100m. ² (1,076ft. ²) of floor area
Medical or dental office or clinic	1 per 100m. ² (1,076ft. ²) of floor area
Retail store, personal service establishment, shopping centre, department store, and supermarket	1 per 100m. ² (1,076ft. ²) of floor area
Furniture and appliance sales, automobile and boat sales	1 per 150m. ² (1,615ft. ²) of floor area
Restaurant or eating establishment, lunch counter, diner, beer parlour, cocktail lounge, bar, or other similar establishment for the sale and consumption of food or	1 per 50m. ² (538ft. ²) of floor area



THE CITY OF DAWSON

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beverages on the premises	
Hotel	1 per every 4 dwelling or sleeping unit with bus stall 1 per every 2 dwelling or sleeping unit without bus stall
Motel	1 per dwelling or sleeping unit
Lodging facility, non-permanent or permanent	1 per dwelling or sleeping unit
Billiard and pool hall	1 per playing table
Bowling alley	2 per alley
Laundromat	1 per 4 washing machines
Campground	1 per camping site + 1 space for the operator
Industrial uses	
Contractor or public works yard	1 per 150m. ² (1,615ft. ²) of floor area
Machinery sales and repair	1 per 150m. ² (1,615ft. ²) of floor area
Warehousing or storage	1 per 150m. ² (1,615ft. ²) of floor area
Tire repair	1 per 150m. ² (1,615ft. ²) of floor area + 1 per service bay
Manufacturing and industrial	1 per 150m. ² (1,615ft. ²) of floor area
Contractor or public works yard	1 per 150m. ² (1,615ft. ²) of floor area
Machinery sales and repair	1 per 150m. ² (1,615ft. ²) of floor area

Appendix 2. Amended Table 9-2 'REQUIRED OFF-STREET LOADING SPACES':

CLASS OF BUILDING	REQUIRED LOADING SPACES
Retail store, manufacturing, fabricating, processing, warehousing and wholesaling establishment	
i. Less than 2,000m. ² (21,528ft. ²) in floor area	1
ii. 2,000m. ² (21,528ft. ²) to 4,000m. ² (43,056ft. ²) in floor area	2
iii. Greater than 4,000m. ² (43,056ft. ²) in floor area	3



1300 Pennsylvania Avenue, NW
Washington, DC 20229



**U.S. Customs and
Border Protection**

Commissioner

June 12, 2023

Mayor William Kendrick
City of Dawson, Box 308
Dawson City, YT YOB 1G0

Dear Mayor Kendrick:

Thank you for your May 8, 2023 letter requesting U.S. Customs and Border Protection (CBP) restore the Poker Creek/Little Gold Creek Border Crossing to its pre-pandemic hours of operation. I am responding on behalf of the Department.

The Poker Creek/Little Gold Creek port of entry is unique in that it is a joint U.S./Canada facility located on the border in Alaska/Yukon Territory and is not serviced by any utilities. The facility depends on satellite communications, hauls in potable water, and generates its own electricity. During 2020 and 2021, the Poker Creek/Little Gold Creek facility remained closed due to COVID-19 restrictions enacted by both the U.S. and Canadian governments. We were pleased that we were able to resume operations in 2022, recognizing the importance of this crossing to the local communities.

Prior to every summer season, CBP works closely with the Canada Border Services Agency (CBSA) to determine the parameters of port operations. I am pleased to report that CBP and CBSA recently agreed to support the opening of the Poker Creek/Little Gold Creek POE from June 1 to September 4, from 8:00 a.m.–6:00 p.m. daily for the 2023 season. These hours of operation are the same as those from the pre-pandemic 2019 season. The actual dates of operation for this location vary each year depending on weather and road conditions; however, future consideration will be given to an expansion of those dates pending the joint CBP/CBSA evaluation of weather patterns/conditions and safety considerations. CBP and CBSA remain in close communication throughout the season to keep abreast of these rapidly changing conditions.

Should you need additional assistance, please do not hesitate to contact me, or have a member of your staff contact Timothy Quinn, Executive Director, Office of Intergovernmental Public Liaison.

Sincerely,

Troy A. Miller
Senior Official Performing the Duties of the Commissioner

Committee Minutes

TUESDAY JUNE 6, 2023
19:00

Meeting Type: Regular

Meeting: HAC #23-09

Facilitators: Farzad Zarringhalam, PDO

Attendees: Megan Gamble (chair), Mike Ellis, Sean Warnick, Kayla Goodwin

Regrets: Charlotte Luscombe, Rebecca Jansen

Meeting Called to order at 7:01PM.

Minutes

Agenda Item: Agenda Adoption

Presenter: Megan Gamble

Resolution: 23-09-01

Second: Sean Warnick

THAT the Agenda for Heritage Advisory Committee Meeting 23-09 is adopted as presented.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Conflict of Interest

Resolution: n/a

Mike Ellis declared conflict of interest in regards to development permit application #22-131.

Discussion: None.

Agenda Item: Committee of the Whole

Presenter: Megan Gamble

Resolution: 23-09-02

Second: Sean Warnick

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

Lee Manning – DP #22-131

Discussion:

- The delegate presented the Committee a sample of siding material.
- Since the new material is a composite and not just a plastic, HAC has indicated interest in it.
- HAC wanted to see a picture of the product being installed in a real project because the use of the material sets a precedent in the city.
- HAC is interested in learning what kind of profile the material will produce especially because it will be used on a large-scale building.

Agenda Item: Revert to Heritage Advisory Committee

Presenter: Megan Gamble

Resolution: 23-09-03

Second: Sean Warnick

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

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Business Arising from Delegations

Resolution: n/a

Discussion: None.

Agenda Item: Adoption of Meeting Minutes

Resolution: 23-09-04

Presenter: Megan Gamble

Second: Mike Ellis

THAT the Heritage Advisory Committee APPROVE the minutes from meeting #23-08 as presented.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Business Arising from the Minutes

Resolution: n/a

Discussion: None.

Agenda Item: Applications

Resolution: 23-09-05

Presenter: Megan Gamble

Second: Sean Warnick

THAT the Heritage Advisory Committee POSTPONE the decision on the amendment to development permit #22-131.

Discussion:

- The lack of quorum due to a member's conflict of interest.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Applications

Resolution: 23-09-06

Presenter: Megan Gamble

Second: Sean Warnick

THAT the Heritage Advisory Committee APPROVE development permit #23-046 with a condition.

Discussion:

- Muntin is required for all windows.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Applications

Resolution: 23-09-07

Presenter: Megan Gamble

Second: Sean Warnick

THAT the Heritage Advisory Committee APPROVE the window and door design for development permit #23-051 with a condition.

Discussion:

- Muntin is required for all windows.

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: 23-09-08

Presenter: Sean Warnick

Second: Megan Gamble

That Heritage Advisory Committee meeting HAC 23-08 be adjourned at 7:27 pm on June 6, 2023.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Minutes accepted on: June 20, 2023

Committee Minutes

TUESDAY JUNE 20, 2023
19:00

Meeting Type: Regular

Meeting: HAC #23-10

Facilitators: Farzad Zarringhalam, PDM

Attendees: Megan Gamble (chair), Mike Ellis, Sean Warnick

Regrets: Kayla Goodwin, Rebecca Jansen

Meeting Called to order at 7:02PM.

Minutes

Agenda Item: Agenda Adoption

Presenter: Megan Gamble

Resolution: 23-10-01

Second: Sean Warnick

THAT the Agenda for Heritage Advisory Committee Meeting 23-10 is adopted as presented.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Conflict of Interest

Resolution: n/a

Mike Ellis declared conflict of interest regarding development permit application #22-131.

Discussion: None.

Agenda Item: Committee of the Whole

Presenter: Megan Gamble

Resolution: 23-10-02

Second: Sean Warnick

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: Revert to Heritage Advisory Committee

Presenter: Megan Gamble

Resolution: 23-10-03

Second: Sean Warnick

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

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Business Arising from Delegations

Resolution: n/a

Discussion: None.

Agenda Item: Adoption of Meeting Minutes

Presenter: Megan Gamble

Resolution: 23-10-04

Second: Mike Ellis

THAT the Heritage Advisory Committee APPROVE the minutes from meeting #23-09 as presented.

Votes For: 3

Votes Against: 0

Abstained: 0 CARRIED

Agenda Item: Business Arising from the Minutes

Resolution: n/a

Discussion: None.

Agenda Item: Applications

Resolution: 23-10-05

Presenter: Megan Gamble

Second: Sean Warnick

THAT the Heritage Advisory Committee POSTPONE the decision on the amendment to development permit #22-131.

Discussion:

- The lack of quorum due to a member's conflict of interest.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: 23-10-06

Presenter: Megan Gamble

Second: Mike Ellis

THAT the Heritage Advisory Committee APPROVE development permit #23-051 (siding replacement).

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: 23-10-07

Presenter: Megan Gamble

Second: Sean Warnick

THAT the Heritage Advisory Committee TABLE the gutter design for development permit #23-039.

Discussion:

- The HAC is wondering whether the proponent can obtain gutters that match the historic character of the structure from other sources.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Applications

Resolution: 23-10-08

Presenter: Sean Warnick

Second: Mike Ellis

THAT the Heritage Advisory Committee make the following recommendations to Council regarding permit applications #22-110 and #23-054.

Discussion:

- Members of the HAC clarified that demolishing these buildings is their least preferred choice. They added that it would be ideal if the City could collaborate with the applicants to find a way to maintain these buildings. They did, however, indicate that they are aware that this may not be a feasible choice. If the destruction is permitted, the materials should be preserved and reused in other (historic) projects, according to HAC.
- HAC suggested that in the future, the City, in collaboration with other stakeholders, develop a comprehensive approach to addressing unsafe historic structures in the city. This not only gives a uniform manner of dealing with requests to demolish historic sites, but it will also assist in seeing these structures in a bigger context, comprehending their relationship, and dealing with them as part of the larger project.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: New Business
Resolution: 23-10-09

Presenter: Sean Warnick
Secorder: Mike Ellis

THAT Megan Gamble be appointed as the new chairperson, and Sean Warnick as the deputy chairperson.

Discussion: None.

Votes For: 3	Votes Against: 0	Abstained: 0	CARRIED
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Agenda Item: New Business
Resolution: 23-10-10

Presenter: Megan Gamble
Secorder: Sean Warnick

THAT HAC provide a report to Council in the Committee of the Whole Meeting on July 26, 2023.

Discussion: None.

Votes For: 3	Votes Against: 0	Abstained: 0	CARRIED
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Agenda Item: Unfinished Business
Resolution: n/a

Discussion: None.

Agenda Item: Adjournment
Resolution: 23-10-11

Presenter: Sean Warnick
Secorder: Megan Gamble

That Heritage Advisory Committee meeting HAC #23-10 be adjourned at 7:55 pm on June 20, 2023.

Votes For: 3	Votes Against: 0	Abstained: 0	CARRIED
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Minutes accepted on: July 4, 2023