

THE CITY OF DAWSON

AGENDA -SPECIAL COUNCIL MEETING #C21-04 WEDNESDAY, February 17, 2021 at 8:00 p.m. Council Chambers, City of Dawson Office- Safe spacing rules apply

- 1. CALL TO ORDER
- 2. ADOPTION OF THE AGENDA
 - a) Council Meeting Agenda #C21-04

3. ADOPTION OF THE MINUTES

- a) Council Meeting Minutes #C21-01 of January 20, 2021
- b) Special Council Meeting #C21-02 of January 28, 2021

4. BUSINESS ARISING FROM MINUTES

- a) Council Meeting Minutes #C21-01 of January 20, 2021
- b) Special Council Meeting #C21-02 of January 28, 2021

5. FINANCIAL AND BUDGET REPORTS

- a) AP 21-01 cheques #55918 # 55959 & EFT's
- b) AP 21-02 cheques #55960 #56009 & EFT's

6. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) RFD- Public Works 1/4 Ton Truck Purchase
- b) RFD-Community Grants- January Intake
- c) RFD- CII Eliza Building Proposal
- d) RFD- Water Metering
- e) RFD-Parks & Rec Master Plan
- f) RFD- CBC Building Project
- g) RFD- Water Reservoir Material

7. BYLAWS AND POLICIES

a) Zoning Bylaw Amendment No. 5 (2019-15)

8. CORRESPONDENCE

9. PUBLIC QUESTIONS

10. IN CAMERA

11. ADJOURNMENT

MINUTES OF COUNCIL MEETING #C21-01 of the Council of the City of Dawson held on Wednesday, January 20, 2021 at 7:00 p.m. City of Dawson Council Chambers

PRESENT:	Mayor Councillor Councillor Councillor	Wayne Potoroka Natasha Ayoub Stephen Johnson Bill Kendrick	
REGRETS:	Councillor	Molly Shore	
ALSO PRESENT:	CAO EA CDO	Cory Bellmore Elizabeth Grenon Stephanie Pawluk	

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting #C21-01 to order at 7:00 p.m.

Agenda Item: Agenda

C21-01-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for Council meeting #C21-01 of January 20, 2021 be adopted as presented. Motion Carried 4-0

Agenda Item: Minutes

- a) Council Meeting Minutes #C20-22 of December 9, 2020
- **C21-01-02** Moved by Councillor Ayoub, seconded by Councillor Johnson that the minutes of Council Meeting #C20-22 of December 9, 2020 be approved as amended. Motion Carried 4-0
 - Pg. 1 C20-22-03: replace Councillor Kendricks name as the mover of the motion as he was not at the meeting. Change September 29, 2020 to November 18, 2020.

Agenda Item: Business Arising From Minutes

- a) Council Meeting Minutes #C20-22 of December 9, 2020
- Pg. 1 Is there any more information on the following: Cheque #55516-Cotter Enterprises- Cable Future Cheque #55562- John Brooks Company Ltd. Cheque #55578- St. Mary's Catholic Church
- Pg. 4 C20-22-09: Did Mayor Potoroka ever hear back from the Dawson City Chamber of Commerce?- *No*. C20-22-13: Did the CAO have the Rec Manager look into signage for the Gaw Field?- *Yes, Rec Manager is working on it.*

Agenda Item: Financial & Budget Reports

- a) 2020 Accounts Payable Reports #20-23 to 20-27
- **C21-01-03** Moved by Councillor Kendrick, seconded by Councillor Johnson that Council acknowledges receipt of the 2020 Accounts Payable Reports #20-23 to 20-27; provided for informational purposes. Motion Carried 4-0

Cheque #55623-Liard Basin Enviro Svs Ltd.- Garbage Truck: Why was the cheque held?-*The City didn't buy the truck yet.*

Cheque #55625-Colliers Project Leaders Inc.-Pro Fees (REC, ADM, PL&D): What were the projects for each department?- *Rec Centre Planning, CBC Building, Block Q Study.*

Cheque #55626-Conservation Klondike Society-ContSvs-Recycling: Numbers aren't adding up- CAO will look into it.

Cheque #55630-Yukon Government-Finance-WTP O&M Oct1-D31: Was this for 3 months?- *Had to split the annual amount.*

Cheque #55637-Chickweeders-ContSvs-Horticulture: Late billing? CAO will look into it.

Cheque #55652-Kim McMynn Ind Accounting Cont-Pro Fees: ?- *The last contracting amount before she became an employee.*

Cheque #55659-Grenon Enterprises Ltd.-Stack cars at Landfill: Can YG help pay this? *This bill be on annual expenditures.*

Cheque #55737-Ed Repair & Services-ContSvs: Was this the last amount owing? CAO *will look into it.*

Cheque# 55758-Cotter Enterprises-ContSvs: What period is this for, for 2 months? CAO *will look into it.*

Cheque #55780-Richard,Marc-CR#20-222 Reimbursement: Are staff comfortable using their credit cards to purchase City related things?- Yes, but generally we prefer that City staff don't put City related things on their personal credit cards.

Cheque #55791-Yukon Energy Corporation-Town Lights- What period is this for?- CAO will check but is probably for 1 month.

Cheque #55856-Landry,Patrick-CR#20-242 ProgDelivery, Cheque #55873-Suttis,Jennifer-CR#20-238 ProgDelivery, Cheque #55874-St.Louis-Aude-CR#20-240 ProgDelivery, Cheque #55880-Kehoe,Jennifer-CR#20-237 ProgDelivery: What are these for? *Are likely instructor fees.*

Cheque #55882-Gammie Trucking Ltd.-QuigEmerg: ?- A fire started under the construction pile at the Landfill, they were hired to help, i.e. dig a trench, etc.

Cheque #55649, Cheque #55776, Cheque #55906-Northwestel Inc.- Phone: What time period are these for? Monthly? These reports are usually broken down into more detail-CAO will look into it. There have been new lines installed in some of the buildings.

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) RFD- Lot 33-2 Dome Road, Driveway: License of Occupation

C21-01-04 Moved by Mayor Potoroka, seconded by Councillor Kendrick that Council: A) Approve the amendment to subdivision #19-048 -the amended access plan, on the condition that the property owner constructs a culvert approved by the PW Manager at the intersection of the driveway and the Dome Road, and C) Direct administration to enter into a License of Occupation with the Owners of Lot 33-2, Dome Road Subdivision for the purposes of formalizing the property's access plan, as per subdivision #19-048 and guaranteeing public recreation and trail access along buffer B-5. Motion Carried 4-0

b) RFD- New Reservoirs Materials

Moved by Mayor Potoroka, seconded by Councillor Ayoub that Council approve steel bolted tanks as the tank construction material for the new reservoirs to be constructed at the corner of Dugas Street and 5th Avenue and direct administration to proceed with the design and construction.

Council questioned why steel was chosen over concrete for the material used to make the new reservoirs. Concrete lasts longer than steel, 70 years vs 30 years. Was it because it may be harder to get the materials and the contractors to do the work locally?

Council had asked at the last meeting to see the calculations of a 25-year and 30-year MPV.

C21-01-05 Moved by Mayor Potoroka, seconded by Councillor Johnson that Council postpone the approval of the reservoir tank material to a Special Council Meeting. Motion Carried 4-0

Agenda Item: Bylaws & Policies

- a) Gaw Field Naming Bylaw (#2020-12)
- **C21-01-06** Moved by Councillor Ayoub, seconded by Councillor Kendrick that Council gives second reading to Bylaw #2020-12 being the Gaw Field Naming Bylaw. Motion Carried 4-0
- **C21-01-07** Moved by Councillor Johnson, seconded by Councillor Ayoub that Council gives third and final reading to Bylaw #2020-12 being the Gaw Field Naming Bylaw. Motion Carried 4-0

Council expressed their gratitude and thanks for all the years that Irwin Gaw committed to the soccer field, that is used by many in the community.

- b) Zoning Bylaw Amendment No. 11 (2021-01)
- **C21-01-08** Moved by Councillor Johnson, seconded by Councillor Kendrick that Council give First Reading to Bylaw #2021-01 being Zoning Bylaw Amendment No. 11. Motion Carried 4-0

Agenda Item: Correspondence

- **C21-01-09** Moved by Councillor Kendrick, seconded by Councillor Ayoub that Council acknowledges receipt of the following correspondence:
 - a) HAC 20-22 Minutes
 - b) Petition to Preserve the Goldrush Campground
 - c) Conservation Klondike Society RE: Diversion Centre
 - for informational purposes.

Motion Carried 4-0

Council expressed their thanks to the people who put the petition together.

Agenda Item: Public Questions

C21-01-10 Moved by Mayor Potoroka, seconded by Councillor Kendrick that Council move to Committee of the Whole for the purposes of hearing public questions. Motion Carried: 4-0

Mark Mather: Is the City going to hold a public meeting in regard to the type of options the City is looking at for that property (Lot 1-20, Block Q, Ladue)? All meetings are public. There will be a public meeting to talk to people about this because this is a big decision.

Dan Davidson: When can we expect the results of the studies (Block Q)? Possibly early February

Agenda Item: In Camera

- **C21-01-11** Moved by Mayor Potoroka, seconded by Councillor Ayoub that Committee of the Whole revert to an open session of Council to proceed with the agenda. Motion Carried 4-0
- **C21-01-12** Moved by Mayor Potoroka, seconded by Councillor Ayoub that Council move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing a land and legal related matter. Motion Carried 4-0
- **C21-01-13** Moved by Mayor Potoroka, seconded by Councillor Kendrick that Committee of the Whole revert to an open session of Council to proceed with the agenda. Motion Carried 4-0
- **C21-01-14** Moved by Mayor Potoroka, seconded by Councillor Ayoub that Council direct administration to enter into a short-term contract with Grenon Enterprises Services & Rentals Ltd. for Water Delivery at the rates presented. Motion Carried 4-0
- **C21-01-15** Moved by Mayor Potoroka, seconded by Councillor Johnson that Council direct administration to extend the lease agreement an additional 6 months with KVA, if required. Motion Carried 4-0

Agenda Item: Adjourn

C21-01-16 Moved by Mayor Potoroka, seconded by Councillor Johnson that Council Meeting #C21-01 be adjourned at 9:21 p.m. with the next regular meeting of Council being February 10, 2021. Motion Carried 4-0

THE MINUTES OF COUNCIL MEETING #C21-01 WERE APPROVED BY COUNCIL RESOLUTION #C21-04- __ AT COUNCIL MEETING #C21-04 OF FEBRUARY 17, 2021.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

MINUTES OF SPECIAL COUNCIL MEETING #C21-02 of the Council of the City of Dawson held on Thursday, January 28, 2021 at 12:00 p.m. City of Dawson Council Chambers

PRESENT:	Mayor Councillor Councillor Councillor	Wayne Potoroka Molly Shore Stephen Johnson Bill Kendrick
REGRETS:	Councillor	Natasha Ayoub
ALSO PRESENT:	CAO EA CFO	Cory Bellmore Elizabeth Grenon Kim McMynn
Agenda Item: Call	to Order	

The Chair, Mayor Potoroka called council meeting #C21-02 to order at 12:01 p.m.

Agenda Item: Agenda

C21-02-01 Moved by Mayor Potoroka, seconded by Councillor Kendrick that the agenda for Special Council meeting #C21-02 of January 28, 2021 be adopted as presented. Motion Carried 4-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

- a) RFD- IT Server Upgrades
- **C21-02-02** Moved by Mayor Potoroka, seconded by Councillor Shore that Council award to Tangerine Technology for \$44,482.00 (plus GST) for hardware costs and installation of the hardware and enter into a 2-year Support agreement for the servers and Workstations for \$300 per month plus 100/hr additional support request. Motion Carried 4-0

Agenda Item: In Camera

- **C21-02-03** Moved by Councillor Kendrick, seconded by Councillor Johnson that Council move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing a legal related matter. Motion Carried 4-0
- **C21-02-04** Moved by Mayor Potoroka, seconded by Councillor Johnson that Committee of the Whole revert to an open session of Council to proceed with the agenda. Motion Carried 4-0

Agenda Item: Adjourn

C21-02-16 Moved by Mayor Potoroka, seconded by Councillor Johnson that Special Council Meeting #C21-02 be adjourned at 12:48 p.m. with the next regular meeting of Council being February 10, 2021. Motion Carried 4-0

THE MINUTES OF COUNCIL MEETING #C21-02 WERE APPROVED BY COUNCIL RESOLUTION #C21-04- ____ AT COUNCIL MEETING #C21-04 OF FEBRUARY 17, 2021.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

		The City of Daw Cheque Run 21- 1/8/2021			
Cheque					
Number	Vendor Name	Cheque Amount	Detail	Dept	Description
55918	VOID				Misprint
55919	Associated Engineering (B.C.) Ltd	\$2,477.79		PW	ProFees
55920	Bonanza Market	\$149.06		REC	OpSupplies
55921	Bureau Veritas	\$1,086.80	\$178.55		WtrSamp
			\$908.25	PW	WtrSamp
			\$1,086.80		
55922	Chief Isaac Incorporated	\$1,284.42	\$1,037.67		JaniSvs
				REC-PW	SafetyLine
			\$1,284.42		
55923	Chilkoot Geological Engineers Ltd.	\$7,701.75		REC	ProFees
55924	CIMCO	\$2,753.61		REC	ContSvs
55925	Colliers Project Leaders Inc.	\$1,887.38		REC	ProFees
55926	Crain Ventures	\$2,261.00		REC	ContSvs
55927	Dawson City General Store	\$393.60		REC	OpSupplies
55928	Dawson Hardware Ltd	\$276.78	\$215.68	REC	OpSupplies
			\$32.76	PS	OpSupplies
			\$28.34	CABLE	OpSupplies
			\$276.78		
55929	Dominion Station	\$5.25		REC	OpSupplies
55930	Ed Repair & Services	\$243.60		PW	HvyEquip R&M
55931	European Cutters Limited	\$216.57		REC	ProFees
55932	Teagan Ewing	\$90.00		REC	CR#20-262 Instructor
55933	Ezzard, Jaden	\$90.00		REC	CR#20-263 Instructor
55934	Finning (Canada) C3176	\$280.64		PW	HvyEquip R&M
55935	Grenon Enterprises Ltd.	\$15,965.26	\$1,813.88	PW	ContSv Dec13-19
		, ,,,,,,,,	\$2,433.38		ContSv Dec20-26
			\$1,275.75		ContSv Dec27-31
			\$10,442.25		WtrDel Dec
			\$15,965.26		
55936	Henderson, Natasha	\$85.00	+	REC	CR#20-260 Instructor
55937	Infosat Communications	\$237.75		PS	Sat Phone
55938	Klondike Business Solutions	\$101.24		PW	Copy Count
55939	Klondike Crane Inspection Ltd.	\$8,714.37		REC-PW	Pro Fees
55940	The Literary Society of the Klondike	\$582.75		ADM	Advertising
55941	Klondike Metallic	\$11.27		PS	OpSupplies
55942	Kormendy, Rachel	\$112.50		REC	CR#20-261 Instructor
55943	Manitoulin Transport	\$3,886.97	\$1,923.04		
55945		\$3,000.97	\$1,923.04		Freight
			\$3,886.97	ΓVV	Freight
55944	Maximillian's Gold Rush Eporium	\$13.64	/ ۲.000,54	REC	Promo-SpecEvt
				REC	ContSvs
55945	Mayes Enterprises	\$450.98			
55946	Nordique Fire Protection	\$3,870.82	¢10.040.00	PS	OpSupplies
55947	North 60 Petro	\$18,876.96			WTP BldgFuel
			\$5,463.20		REC CTR BldgFuel
			\$1,538.50		City Hall BldgFuel
			\$925.37	PW	Wood SHP BldgFuel
			\$18,876.96		
55948	Off-Grid Mining Services Inc.	\$1,885.74		PW	HvyEquip R&M
55949	Pacific Northwest Moving	\$101.99		REC	Freight
55950	Pine Environmental Services Inc.	\$344.05		PW	Chemicals
55951	A Ray of Sunshine	\$64.53		REC	Promo-SpecEvt

		The City of Daws Cheque Run 21-0 1/8/2021			
55952	Superior Propane Inc	\$767.49		REC	Fuel
55953	Taylor, David	\$73.73		PS	Reimbursement - VehR&M
55954	Total North Communications Ltd	\$110.25		ADM	Phone Support
55955	Yukon Government-Finance	\$45,705.59		PW	Chemicals
55956	Air North	\$433.41		PW	Freight
55957	Yukon University	\$1,172.90	\$779.15	REC	Training
			\$393.75	ADM	Training
		_	\$1,172.90		
55958	Dawson Chamber of Commerce	\$281.50	\$250.00	REC	Gift Certificates
			\$31.50	REC	Promo-SpecEvt
		-	\$281.50		
55959	VOID				Misprint
Dec 01	Meridian Lease	\$1,973.11		PS	Breathing apparatus
Dec 01	Roynat Leases	\$1,004.90		various	Photocopier leases
Dec 01	Great West Life	\$13,655.67		various	October employee benefits
Dec 11	Payroll	\$109,669.44		ALL	PP#25
Dec 18	Visa	\$11,942.45		various	computers/PW equip/rec equip
Dec 21	CCSA	\$7,331.19		CABLE	monthly cable charge
Dec 24	Payroll	\$149,548.72		ALL	PP#26
Dec 31	Bank charges	\$477.47		ADM	payroll/bank/Visa machine
Dec 31	Refund of Dawson Creek payments	\$1,537.59			Received by City in error

		The City of Dav Cheque Run 22			
		1/22/2021			
Cheque		Cheque			
Number	Vendor Name	Amount	Detail	Dept	Description
55960	Arctic Inland Resources Ltd.	\$1,289.30		REC	OpSupplies
55961	BHB Mini Storage	\$210.00	\$105.00		ContSvs-Archive Storage JAN
			\$105.00		ContSvs-Archive Storage FEB
			\$210.00		
55962	Bonanza Klondike Inc.	\$31.45	·	PW	Veh R&M
55963	Brenntag Canada Inc.	\$463.21		PW	Chemicals
55964	Leonie Brousseau	\$210.00		REC	CR#21-005 Instructor
55965	Chief Isaac Incorporated	\$967.33		REC	JaniSvs
55966	Chilkoot Geological Engineers Ltd.	\$14,313.60		REC	ProFees
55967	Dawson Chamber of Commerce	\$2,000.00	\$1,800.00		Promo-SpcEvt
		, ,	\$200.00		Promo-SpcEvt
			\$2,000.00		
55968	Dawson City General Store	\$204.29	\$145.76	REC	OpSupplies
		<i> </i>	\$58.53		OpSupplies
			\$204.29		- F F F
55969	Dawson Music Festival	\$3,200.00	7=0 m20	REC	CG#21-001 WinterConcertSeries
55970	Edwards, Shane	\$40.00		REC	CR#21-001 FobRtn
55971	Future Proof My Building Consulting Ltd.	\$8,659.81		PW	ContSvs
55972	Giesbrecht, Dr. Sunshine	\$150.00		REC	ProFees
55973	Grenon Enterprises Ltd.	\$1,908.38		PW	ContSvs Jan1-9
55974	Hach Sales & Service Canada LP	\$706.44		PW	Chemicals
55975	Infosat Communications	\$80.34		PS	SatPhone
55976	Jacobs Industries Ltd	\$585.90		PW	OpSupplies
55977	Johns, Les	\$260.00		REC	CR#21-004 ProgSupplies
55978	Keay Architecture Ltd.	\$811.13		ADM	CBC ProFee
55979	Kendrick Equipment (2003) Ltd.	\$226.80		REC	OpSupplies
55980	Klondike Development Organization	\$937.50		ADM	ProFees
55981	The Literary Society of the Klondike	\$315.00	\$210.00		Advertising
33301	The Literary Society of the Rionaike	\$515.00	\$210.00		Advertising
			\$315.00	CADLL	Auventising
55982	Klondike Metallic	\$207.89	\$515.00	PW	OpSupplies
55983	Kormendy, Rachel	\$112.50		REC	CR#21-002 Instructor
55984	Lawson Lundell LLP	\$337.05		ADM	ProFees
55985	Locksmith Services Ltd.	\$71.93		REC	ContSvs
			\$33.94		
55986	Manitoulin Transport	\$101.82	•		Freight
			\$67.88	NEC	Freight
55007	North 60 Potro	61E 002 04	\$101.82	A11	Vah Fual
55987	North 60 Petro	\$15,983.94	\$2,561.65 \$508 56		Veh Fuel Bldg Fuel Chall
				ADM-PS	Bldg Fuel Chall
			\$390.46		Bldg Fuel
			\$7,666.04		WTP BldgFuel
			\$4,857.23	REL	Bldg Fuel
FF000	Nouthour Honstel 9, Cofety Courses to	6202.24	\$15,983.94		Cofet Cuppling
55988	Northern Hospital & Safety Supply Inc.	\$283.34	60.00	PW	SafetySupplies
55989	Northern Superior Mechanical	\$76.49	\$2.82		Hvy Equip R&M
			\$3.15		OpSupplies
			\$70.52	۲W	Veh R&M
			\$76.49		
55990	Northwestel Inc	\$5,626.47		ADM	JAN Phone
55991	Pacific Northwest Moving	\$40.60		ADM	Freight
55992	Pacific Tier Solutions Inc Book King Sol.	\$210.00		REC	Program Support
55993	RDH Building Science	\$892.50		ADM	ProFees CBC
55994	Smith Cameron Pump Solutions Ltd.	\$28,402.50		PW	Systems Maintenance

		The City of Daw	son					
	Cheque Run 21-02							
	1/22/2021							
55995	Shore, Ben	\$111.21		ADM	CR#21-003 Waste Rebate			
55996	Small Town Automotive Inc.	\$1,754.27		REC	Veh R&M			
55997	Spectrum Security - Sound Ltd.	\$220.47		PW	ProFees			
55998	Staples #251 Whitehorse	\$1,695.55		ADM	Office Supplies			
55999	Superior Propane Inc	\$137.32		REC	Tank Rental			
56000	Taylor, Emily	\$270.00		REC	CR#21-006 Instructor			
56001	Lao, Jonathon	\$241.50		PW	CR#21-003 Refund			
56002	Total North Communications Ltd	\$582.75		ADM	IT Phone			
56003	Trinus Technologies Inc.	\$2,744.49	\$1,699.74	ADM	ContSvs-IT			
			\$761.25	ADM	IT Support			
			\$283.50	ADM	IT Support			
			\$2,744.49					
56004	True North Company	\$2,500.00		REC	Lease - JAN			
56005	Yukon Energy Corporation	\$89,245.47	\$34,717.56	CABLE	YKN NRGY 12252 CABLE PoleRent			
			\$3,089.36	PW	YKN NRGY Lites PW Street Jan			
			\$51,438.55	ALL	Main Power			
			\$89,245.47					
56006	Yukon Government-Finance	\$54,880.20		PW	WWTP O&M			
56007	Air North	\$103.89		PW	Freight			
56008	Dawson Hardware Ltd	\$597.66	\$293.66	REC	OpSupplies			
			\$9.71	PS	OpSupplies			
			\$65.49	REC	ProgSupp			
			\$207.06	PW	OpSupplies			
			\$21.74	ADM	OpSupplies			
			\$597.66					
56009	Yukon University	\$261.45		REC	Training			
Jan 04	Meridian Lease	\$1,973.11		PS	Breathing apparatus			
Jan 04	Roynat Leases	\$818.00		various	Photocopier leases			
Jan 04	Great West Life	\$13,599.08		various	October employee benefits			
Jan 08	Payroll	\$110,413.76		ALL	PP#20			
Jan 18	Visa	\$9,876.72		various	Bell/rec supplies/fireworks			
Jan 20	CCSA	\$7,257.39		CABLE	monthly cable charge			
Jan 22	Payroll	\$130,978.82		ALL	PP#21			
Jan 31	Bank charges	\$324.13		ADM	payroll/bank/Visa machine			
Jan 31	Refund of Dawson Creek payments	\$104.72			Received by City in error			
Jan 31	Loan Fee	\$500.00		ADM	annual loan review			
		-						

Report to Council



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For Council Decision For Council Direction

For Council Information

In Camera

AGENDA ITEM:	Public Works 1/4 Ton Truck Award		
PREPARED BY:	Gagan Sandhu, Public Works Superintendent	ATTACHMENTS:	
DATE:	January 28, 2020		
RELEVANT BYLAWS / POLICY / LEGISLATION: Procurement Policy			

RECOMMENDATION

That Council award the purchase of a 2021 GMC CANYON to Klondike Chevrolet for \$35,873.90 (plus GST) as per their submitted bid.

ISSUE / PURPOSE

To award the purchase of a 2021 GMC CANYON to replace the 1993 Ford F150, as per the Public Works 2020 Equipment Replacement Plan.

BACKGOUND SUMMARY

Administration brought forward the request to replace this vehicle in 2020. Council approved this purchase as per council resolution

C20-11-11 Moved by Councillor Shore, seconded by Councillor Ayoub that Council award the purchase of a 2021 Chevrolet Silverado 1500 to Klondike Chevrolet for \$30,961.39 (plus GST) as per their submitted bid.

Motion Carried 5-0

This purchase was not completed as the successful vendor was not able to deliver this vehicle, subsequently administration released a new Request for Quotes.

As per the City of Dawson 10 Year Equipment Replacement Plan, the 1993 Ford F150 is overdue for replacement. There is \$45,000 allocated in 2020 capital budget for the purchase of a replacement vehicle.

The replaced truck will be disposed of as per the procurement policy.

ANALYSIS / DISCUSSION

The Request for Quotes focused on fuel economy, efficiency and specific requirements needed for the work truck. One quote was received during the tender process. The bid met the minimum requirements as stipulated in the bid documents:

- 4-wheel drive
- 1/4 ton
- Gas, preference to V6, V8 if needed
- Recovery hooks, front, frame-mounted
- Box-liner

- Regular Cab or Access Cab
- Mounted Amber Beacon
- Pipe Rack
- Must include trailering package
- Must include block heater and battery blanket to winterize
- Vendors to supply warranty details time period and coverage
- Vendors to supply delivery date and availability with bid

Klondike Chevrolet did not offer their CO2 emissions or fuel efficiency rating. Internet searches and the Vehicle Purchase Evaluation Template returned the following information.

Dealer	Make/Model	Price excluding GST	Fuel Economy – Combined	Tonnes/Yr of CO2 Emissions @ 28K km/year
Klondike Chevrolet	2021 GMC CANYON	\$35,873.90	18 l/100km	7.42

The pick-up date of the vehicle will be arranged to coincide with a convenient time to avoid additional cost to the City.

As the 2021 GMC CANYON quote fits within the \$45,000 budget, Administration recommends the purchase of the 2021 GMC CANYON to Klondike Chevrolet for \$35,873.90 (plus GST).

1. That Council award the purchase of a 2021 GMC CANYON to Klondike Chevrolet for \$35,873.90 (plus GST) as per their submitted bid.

2. That Council not award the purchase of a Public Works ¹/₄ ton truck

APPRC	APPROVAL					
NAME:	Cory Bellmore, CAO	SIGNATURE:				
DATE:	Feb 5, 2021	KBellmore				

Report to Council



x For Council D	Decision For Council Direction For Council Information			
SUBJECT:	Community and Recreation Grants			

PREPARED BY: Paul Robitaille, Parks and Recreation Manager		ATTACHMENTS:
DATE: January 28, 2021		
RELEVANT BY	AWS / POLICY / LEGISLATION:	
Community	Grant Policy #16-01,	
Recreation G	Grants Policy 2017-06	

RECOMMENDATION

THAT Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$8500.00 and Council approve the Level 2 Recreation Grants, as recommended by the Recreation Board in the amount of \$5,100.

BACKGROUND SUMMARY

\$30,000 is budgeted for Community Grants to be dispersed over the three intakes. The City of Dawson received five applications for Community Grants in the January intake. If council approves the Community Grants as recommended by the Community Grant Committee in the amount of \$8500, there will be \$21,500 remaining, in addition to any carryover we expect to see from uncompleted 2020 projects (approximately 10 projects still outstanding).

The Recreation Board dispenses two levels of funding under the Recreation Grant Program. Level 1 is intended for individuals or small groups. Level 2 is for community groups, organizations, non-profits and leagues. \$43,051.00 is budgeted for Recreation Grants in the 2021 Budget. If council approves the Recreation Grants as recommended by the Recreation Board in the amount of \$5100, there will be \$37,951 remaining for this fiscal.

ANALYSIS / DISCUSSION

The evaluation criteria for Community Grants applications is as follows:

- Provide a lasting infrastructure legacy to the community;
- Demonstrate significant volunteer involvement;
- Generate significant local spending and economic impact;
- Maintain open public access to the event or project
- Demonstrate partnership with other levels of government and community groups;
- Show large event attendance and local involvement;
- Have limited access to alternative funding sources;
- Generate awareness of City of Dawson;
- Create a sustainable public and social benefit;
- Involve youth and seniors
- and the Recreation Grants Policy establish the criteria

The evaluation criteria for Recreation Grants is as follows:

- Public benefit (number of participants, large target audience)
- Reduction of barriers (such as low fees, accessibility, reduce social & cultural barriers, location)
- Building capacity (leadership development, instructor training, activity promotion or infrastructure improvement)
- Application (complete, alternative funding sources, partnerships)

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

Organization	Project	Request	Community Grant Recommendation	Recreation Fund Recommendation	Total Recommendation
Humane Society	Canine Behaviour Workshop	\$1600.00	\$1000.00	\$600.00	\$1600.00
Klondike Visitors Association	Thaw di Gras Spring Carnival	\$3000.00	\$1500.00	\$1500.00	\$3000.00
Klondike Visitors Association	Summer Concert Series	\$3000.00	\$1500.00	\$1500.00	\$3000.00
Dawson City Expressive Arts Collective	Startup Supplies	\$4514.65	\$1500.00	\$1500.00	\$3000.00
Dawson City Music Festival	Production Support	\$3000.00	\$3000.00		\$3000.00

APPROVAL			
NAME:	Cory Bellmore	SIGNATURE:	
DATE:	Feb 5, 2021	KBellmore	

Report to Council



X For Council Decision

For Council Direction

For Council Information

In Camera

SUBJECT:	Eliza Building Proposal: C19-012 Order to Comply		
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS:	
DATE:	Proposal and supporting renderings February 4, 2021		
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw Heritage Management Plan Guidelines for Historic Dawson			

RECOMMENDATION

It is respectfully recommended that Council approve the January 14, 2021 proposal.

ISSUE

Chief Isaac Incorporated's 'Eliza Building' (156 Queen Street, or Lot 32, Block A, Ladue Estate) has been in continued contravention of s. 7.5 of the *Zoning Bylaw* ('Heritage') and Development Permit #15-058 since October 23rd, 2019.

In order to remedy this contravention, the proponent submitted the attached proposal to bring the building into compliance with the heritage design guidelines. The proposal has been approved by the Heritage Advisory Committee and Administration is now presenting the proposal to Council for decision, since this issue had previously been forwarded to Council.

BACKGROUND SUMMARY

Three Notice of Offence Order's have been issued to Chief Isaac Incorporated in response to this noncompliance issue.

Administration sent the first Notice of Offence Order dated October 23rd, 2019 to Chief Isaac Incorporated in response to the City of Dawson becoming aware that the proposed building and elevation plans for Development Permit #15-058 were not followed. The Offence, as per s. 16.2 of the Zoning Bylaw, is for neglecting or omitting anything required under the Zoning Bylaw or a development permit. The Order requested the proponent to submit the building and elevation plans used for construction for review by November 6th, 2019.

Following this Notice of Offence Order, the City of Dawson received building plans confirmed to be the plans used for construction from Jack Kobayashi, the Architect for the project. The Heritage Advisory Committee (HAC) assessed these building plans against the Zoning Bylaw, the Heritage Management Plan, and the Design Guidelines for Historic Dawson. In assessing these plans, it was discovered that some elements of this amended design are non-compliant with the Zoning Bylaw, Heritage Management Plan, and the Design Guidelines for Historic Dawson. It was also determined that there are non-compliant differences between what was constructed and what was proposed. The elements that are non-compliant are as follows:

- 1. In the original building plans assessed by the Heritage Advisory Committee in 2015, a wooden façade was proposed. In the subsequent amendments, the façade was switched to tin, and this material was not approved by the committee.
- 2. The skirting proposed in the building plans is defined as a 1x6 cement board. The built skirting is gapped and is not compliant with the Heritage Management Plan.
- 3. The horizontal white trim between storeys was not demonstrated on the submitted building plans. The trim is also a metal material, which is a non-compliant material in the Design Guidelines for Historic Dawson.
- 4. The bottom of the oriel windows on the front façade were built larger than what was proposed in the renderings and are missing decorative trim elements.
- 5. The front door that was proposed was supposed to be a double door with a transom window. The door that was built is a single door without a transom window and is therefore non-compliant with the Heritage Management Plan and Design Guidelines for Historic Dawson.
- 6. The door to the deck that was proposed on the front façade was not replaced with a window, and it therefore alters the symmetry of the front façade, making it non-compliant with the Heritage Management Plan and Design Guidelines for Historic Dawson.

Two follow-up Notice of Offence Orders, dated November 21st, 2019 and June 24th, 2020 resulted in the submission of proposals to retrofit the building into compliance. The first proposal was reviewed on May 20th, 2020 at HAC meeting #20-07. Following HAC feedback on the original proposal, an updated proposal was brought forward to the HAC on August 5th, 2020 at meeting #20-013. It was ultimately determined that the proposals insufficiently addressed the design issues as identified by the Notice of Offence Orders and HAC feedback and the proposals were denied by resolutions #20-09-10 and #20-13-19, respectively. As per resolution #20-13-19 and s. 16.5.1 of the ZBL, this matter was referred to Council.

Administration continued to work towards resolution of the outstanding offence orders. In doing so, a meeting between members of the City and Chief Isaac Inc. occurred on October 22, 2020. Following direction that emerged from this meeting, the CDO and HAC member Jim Williams met with members of the Chief Isaac Inc. team including Heidi Bliedung (Director of Operations), Monica Hawthorne (Eliza Building Manager), Daniel Fraser (Construction Supervisor) and Jack Kobayashi (KZA architect) on November 10th, 2020. At this meeting, the City presented a document containing proposed resolutions that could bring the proponent's previous proposal into compliance. The purpose of this meeting was to analyze the previous proposal in detail, provide examples of how the building could be brought into compliance, and forge a path forward.

Following this meeting, the proponent submitted this proposal to Administration on December 21, 2020. This is the third proposal that the City has received on the issue. This proposal was reviewed at HAC meeting #21-01 on January 7, 2021. The Committee provided feedback to the proponent, requested a series of amendments to the drawings, and as per resolution #21-01-10, the decision was tabled until the next HAC meeting. The proponent made all requested amendments to the proposal, as per meeting minutes #21-01 and submitted the amended renderings on January 14, 2021. The amended renderings were ultimately approved by the HAC at meeting #21-02 on January 21, 2021.

The proposal was presented to Committee of the Whole on February 3, 2021. Committee of the Whole passed a resolution to forward the proposal and recommend approval to Council.

ANALYSIS / DISCUSSION

Offence

The Zoning Bylaw outlines the following as offences:

"s. 16.2: Offences

Any person who does the following commits an offence:

1. Contravenes, causes, or permits a contravention of this bylaw or a development permit

2. Neglects or omits anything required under this bylaw or a development permit"

The proponent has committed two offences, as per s. 16.2.1 and 16.2.2 of the Zoning Bylaw.

16.2.1: The proponent did not construct the building as per the approved plans; therefore, is in contravention of development permit #15-058. In addition to the contravention of the development permit, there is a contravention to the *Zoning Bylaw* as elements of what was built are non-compliant with the Zoning Bylaw, Heritage Management Plan, and the Design Guidelines for Historic Dawson (outlined in the Nov 2019 Notice of Offence Order).

16.2.2: The proponent neglected to submit plan amendments to the City for approval (outlined in Oct 2019 Notice of Offence Order), which contravenes development permit #15-058.

Enforcement

As described under 'background', Administration issued multiple Notice of Offence Orders, and reported the issue to Council as per s. 16.5.1 of the ZBL. The proposed resolution is now being presented to Council for final approval.

Design Compliance Analysis



Image 1: Eliza Building, as is



Image 2: Proposed resolutions, as amended Jan 14, 2021

This proposal addresses five of six of the noncompliant design issues as noted in the Notice of Offence Order dated November 21st, 2019.

1. In the original building plans assessed by the Heritage Advisory Committee in 2015 (attached), a wooden façade was proposed. In the subsequent amendments, the façade was switched to tin, and this material was not approved by the committee.

Wooden façade not included in proposal. Replacing the front façade, extended around the sides on the front portion of the building with wood cove siding was discussed at the November 10th, 2020 meeting. Please see below re. the fact that the Design Guidelines and Heritage Management Plan do not indicate that tin is not an allowable material.

2. The skirting proposed in the building plans is defined as a 1x6 cement board. The built skirting is gapped and is not compliant with the Heritage Management Plan.

Proposed resolution: vertical corrugated metal to match the tin siding along the front and ~16ft along the sides, and painting the remainder of the skirting brown to match the siding, as per HAC's Jan 7, 2021 request.

3. The horizontal white trim between storeys was not demonstrated on the submitted building plans. The trim is also a metal material, which is a non-compliant material in the Design Guidelines for Historic Dawson.

Proposed resolution: the storey-defining trim band has been widened and terminates at the bays, as per HAC's Jan 7, 2021 request. The band sits on top of the door entrance and the thin trim that currently exists has been removed, as per HAC's Jan 7, 2021 request.

4. The bottom of the oriel windows on the front façade were built larger than what was proposed in the renderings and are missing decorative trim elements.

Proposed resolution: Adding trim detailing -quarter round moulding and widening the bottom of the bay trim, as per HAC's Jan 7, 2021 request.

- 5. The front door that was proposed was supposed to be a double door with a transom window. The door that was built is a single door without a transom window and is therefore non-compliant with the Heritage Management Plan and Design Guidelines for Historic Dawson. Proposed resolution: built up trim on top of the door frame.
- 6. The door to the deck that was proposed on the front façade was not replaced with a window, and it therefore alters the symmetry of the front façade, making it non-compliant with the Heritage Management Plan and Design Guidelines for Historic Dawson. Proposed resolution: false balcony. This balcony resolves the symmetry issue and is compliant with the design guidelines (see image below)



(Guidelines for Historic Dawson, p. 39)

It was respectfully requested that the HAC review this retrofit proposal on its own merits and unique circumstance, independent of past approvals, in accordance with the Design Guidelines and Heritage Management Plan. A concern that was brought up at HAC meeting #21-01 was that the proposal does not address the tin siding, which was not approved when the application was first presented at HAC in 2015. Given that the Design Guidelines and Heritage Management Plan do not indicate that tin is not an allowable material, this proposal was recommended for approval.

OPTIONS

1. Committee of the Whole accept this report as information and forward the proposal to Council for decision.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:	Feb 6, 2021	KBellmore

HAC PROPOSAL

Re: Eliza Retro-fits Date: December 11, 2020 Prepared by: Heidi A.E. Bliedung



Summary:

In a meeting with Stephanie Pawluck (City of Dawson), Jim Williams (HAC), Monica Hawthorne (CII Eliza Manager), Daniel Fraser (CII Construction Supervisor) and Jack Kobayashi (KZA architect), we heard the changes the City & HAC wished to see. Later I sat down with Daniel to go over the non-compliant issues.

We agreed to some changes that were reasonable and not too expensive while others took some considerations due to cost and other environmental factors such as wasted material. Once we received the quotes for each issue, it was decided to propose changes to all of the non-compliant issues with the exception to the cove siding.

Proposed changes:

- 1) Sign
- 2) Parapet Trim and thicker vertical trim along corners and front entrance
- 3) Windows & Front Door
- 4) Bay/oriel window details
- 5) False balcony:
- 6) 1st & 2nd Floor Breaker Board & Skirting

We will need to see if a lift is available in town in the Spring/Summer of 2021, otherwise we may need to lease one from Whitehorse.

Next Steps:

Planning for changes 1-6 beginning in the Spring (weather permitting). We wish to negotiate the siding, or leave it as is based off the email dated April 30th, 2019, from Clarissa Huffman describing the use of the corrugated metal siding as *"…still accurately reflective of what you intend to install, there are no issues."*. We also feel that not only would the cove siding be expensive (especially with the dramatic increase in construction materials due to Covid-19), but it would be a terrible waste, removing perfectly good material already in place to add the wood.













Report to Council



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For Council Decision For Council Direction

For Council Information

In Camera

AGENDA ITEM:	Water Meter Supply/Installation and Meter Reading Program		
PREPARED BY:	Gagan Sandhu, Public Works ATTACHMENTS: Manager		
DATE:	February 3, 2021	Greenwood Engineering Solutions/Urban System – City of Dawson Water Metering	
RELEVANT BYLAWS / POLICY / LEGISLATION:		Program Summary Report	

RECOMMENDATION

That Council directs administration to retain Greenwood/Urban System to:

- develop a Request for Proposal (RFP) for the procurement of water meter supply/installation and Automated Meter Reading (Drive-By) program for the City of Dawson that includes that the meter location to be upstream of the customers' bleeders, and
- assist with facilitating public education and engagement of the program to gain public buy-in and understanding.

ISSUE / PURPOSE

This program will achieve 2 main goals:

Develop a revenue stream which is sustainable for operations, maintenance, and ultimate replacement of water infrastructure, along with equitable customer billing based on consumption, and

Water conservation.

In addition, the benefit to the City of Dawson to collect water data includes optimizing water system operations.

BACKGOUND SUMMARY

A water metering program and rates review has been a council priority for several years. This was initiated by the desire to ensure an efficient water delivery system and an equitable rate structure.

City of Dawson engaged Greenwood/Urban System to recommend options for:

Meter Types, Meter Reading Technologies, Installation Options, and Procurement as well as to complete a Water Rates review.

ANALYSIS / DISCUSSION

Meter types, reading technologies and installation would be best sourced through a comprehensive Request for Proposals (RFP) to select a proponent.

Staff is looking for Council comments and will incorporate the appropriate comments in the RFP.

Some notes to be considered:

For ease of maintenance, a balanced meter type needs to be considered versus a more complex system,

Polymer meters installed on vertical axis needs to be considered,

Keeping to a single manufacturer will ensure standardization, and

AMR (Drive-By) will require minimum staffing costs.

Although it adds some complexity in billing (calculating bleeder flows and subtracting from total consumption), upstream installation would encourage more diligent bleeder behavior within the customer base as they would be charged for total consumption during non-bleeding months. During winter months, a standardized bleeder rate, to be deducted from the meter reading, can be developed as part of the overall water rate structure.

APPROVAL				
NAME:	Cory Bellmore	(LBermore)		
DATE:	Feb 6, 2021	SIGNATURE: CHBellmore		

Report to Council

x For Council Decision For Council Direction

For Council Information



In Camera

AGENDA ITEM:	Parks and Recreation Master Plan	
PREPARED BY:	Cory Bellmore, CAO	ATTACHMENTS: Parks and Recreation Master Plan
DATE:	January 28, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATION

That Council approve the Parks and Recreation Master Plan.

ISSUE / PURPOSE

Administration has been working towards finalizing the Parks and Recreation Master Plan titled "Play Dawson". This plan will provide strategic direction for the delivery of parks and recreation programs and infrastructure.

BACKGOUND SUMMARY

Phase 1 of this plan began in 2019. This final plan was forwarded in fall 2020 for approval, council requested final edits. The following changes have been made to the plan:

Added: under 9.0 Goals, Programming Goal #9 Action 9.4

Endeavour to ensure available spaces meet demand

Edited: under 9.0 Goals, Partnership & Community Development Goal #14 Action 14.3

 Advocate for an increase to the Comprehensive Municipal Grant to reflect the City's actual service population for recreation services (municipal and peripheral resident users)

Added: under 9.0 Goals, Partnership & Community Development Goal #14 Action 14.4

Investigate additional opportunities to recuperate costs for recreational services related to peripheral users

ANALYSIS / DISCUSSION

The Recreation department looks forward to using this plan to guide decisions and planning for programming and recreation and parks infrastructure in Dawson City.

APPROVAL			
NAME:	C Bellmore	(LBeremore)	
DATE:	Feb 5, 2021	SIGNATURE: CHBellmore	

















Across the River Consulting Monarda Communications

JUNE 2020



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Cover image credits: Groundswell Planning

1.0 Introduction

A Parks and Recreation Master Plan (PRMP) sets the high-level, strategic direction for how a municipality delivers parks and recreation programs and infrastructure. The City of Dawson undertook an internal master planning exercise in 2007. The community has grown and changed considerably since that time, and the City determined that 2019 was the ideal time to re-examine and confirm its approach to parks and recreation in order to prepare for the next decade.

The PRMP creates a 10-year blueprint for the City of Dawson that:

- Sets out a **vision** and **guiding principles** for parks and recreation consistent with community needs and Council priorities;
- Establishes key goals and objectives for municipal recreation services, programs, facilities and events;
- · Considers City capacity and budget implications; and,
- Sets out a course for **implementation** and **performance evaluation**.

The Plan was developed over a yearlong timeframe and was developed in partnership with the City by a team led by Groundswell Planning of Whitehorse. The team's planning process included compiling background research, engaging the community and stakeholders, working with staff and Council to chart direction and strategy, and drafting the plan document. The project was organized into three phases as follows:



Council adopted the final plan in July 2020.

Please note that the background and analysis sections of this document are a summary of the planning team's comprehensive report, entitled "State of Play", which is available from the City of Dawson.

2.0 Why Parks and Recreation Matters

Recreation is defined as "the experience that results from freely chosen participation in physical, social, intellectual, creative and spiritual pursuits that enhance individual and community well-being."1 Governments have a long history of providing parks and recreation to citizens, stemming from a guiding philosophy that views recreation as a "public good" – available to all - akin to schools, roads, drinking water, and law enforcement. This ongoing public investment into recreation has tangible benefits both at an individual and societal level. The graphic below depicts a summary of recreation benefits as compiled by The National Benefits Hub².

PERSONAL BENEFITS

SOCIAL BENEFITS

- perceived/activities and parks enhance perceived/actual quality of life and place/infrastructure Independent living for the disabled is nurtured

- Builds pride and sense of place in community
- Help people understand cultural differences and different family forms

BENEFITS OF PARKS &

ECONOMIC BENEFITS

- Reduce illness and disability
- Reduce social service and health care
- Reduce crime and social dysfunction
- Improve work performance and productivity
- Attract business and residents to the

- Increase in property values
- Increase tax revenues

ENVIRONMENTAL BENEFITS

- Protect habitat and biodiversity
- Improve air quality
- Facilitate environmental and personal health education
- Mitigate against environmental disaster
- Reduction of fossil fuel usage through active transportation
- Encourage stewardship of the land
- and quality of life
- Connects people to land-based spirituality

¹ Interprovincial Sports and Recreation Council and the Canadian Parks and Recreation Association, 2015. Framework for Recreation in Canada: Pathways to Wellbeing.

² National Benefits Hub. www.benefitshub.ca

2.0 Community Context

Dawson City is situated in the Traditional Territory of the Tr'ondëk Hwëch'in (TH), at the culturally, historically, and ecologically rich setting of the confluence of the Klondike and Yukon rivers in central Yukon. The main economic drivers of Dawson are public administration, mining (primarily placer) and tourism. The economy can be characterized as stable and resilient, with the greatest uncertainty currently being the unknown course and impacts (economic, population, and otherwise) of Goldcorp's nearby Coffee Creek mine development.

The built heritage of the Klondike Gold Rush, and indeed the Gold Rush story itself, is a key pillar upon which Dawson City's status as a premier Yukon destination is based. In recent years there have been a number of initiatives aimed at broadening Dawson City's visitor offer for a shifting visitor demographic and interest (i.e. meetings and incentives, outdoor activities, winter tourism, etc.)

The City of Dawson municipality has a population 1,375-strong (Statistics Canada, 2017) and serves a population of 2,341 (Yukon Bureau of Statistics, September 2018) when peripheral rural subdivisions are included. Dawson is by far the fastest growing community in the Yukon, with its population projected to rise by 24% to 2,906 in 2030 and by 49% to 3,480 by 2040, a total further increase of 1,139 people (Yukon Bureau of Statistics, 2018).

According to census data, the municipality, compared to the Yukon as a whole, has a:

- smaller proportion of First Nation, female and immigrant residents;
- similar age profile;
- much lower average household size; and,
- much lower income and much higher cost of living.



Dawson's population is aging and, combined with broader societal shifts, growth is predicted to occur almost exclusively in 1-2-person adult households. The over-60 segment is projected to increase by 326 people, or 65%, by 2030 and account for 58% of growth over the next 12 years.



3.0 Service Delivery Overview

The City of Dawson's Recreation Department delivers a wide range of both direct and indirect parks and recreation services to community residents, as illustrated below. The department's name is somewhat misleading given its much broader responsibilities around parks, playgrounds, and open spaces.

Department Structure

The City's Recreation Department is overseen by a full-time manager and includes two programmers, an administrative assistant, and numerous facility staff. A six-member Recreation Board reviews recreation-related funding applications.

Policy Framework

Numerous municipal and Recreation Department policies guide the delivery of recreation in Dawson, including:

- Official Community Plan
- Community Grants Policy
- Fees and Charges Bylaw
- Fitness Centre Policy
- Property and Facility Rental Policy
- Recreation Grants Policy
- Recreation Board Policy
- Recreation Tiered Fee Structure Policy

In addition to the City-level policies governing recreation delivery, the Recreation Department has developed and enacted a number of other policies and guidelines, including arena and pool rules, procedures for program delivery and tournaments, and a parent handbook for youth programs.

Financial Resources

The City has spent heavily on recreation in recent years, increasing its budget by 67% to \$1.91 million in the 7 years to 2018, a compound annual rate of 8% that is far in excess of population growth.





represent a meagre 1.6% increase to the recreation budget. A substantial increase to levels of service could pose significant financial challenges to the City.

Facilities and Amenities

The City owns and maintains a variety of indoor and outdoor facilities. The two most significant indoor facility assets are the Art and Margaret Fry Recreation Centre (AMFRC) and Dawson City swimming pool, both of which were built about 20 years ago. Unstable subsurface conditions have plagued AMFRC since the beginning; the building has deemed seismically unsound and in 2017 Council voted unanimously to build a new centre (as Recreation consumes 23% of the total municipal budget. Despite a steady growth in user fee revenues, the recreation deficit has continued to rise, reaching a record \$1.67 million in 2018. \$35,000 is set aside annually in recreation reserve funds.

The cost recovery rate for Dawson recreation services is 12%, with only the Fitness Centre generating a surplus. The City's ability to offset recreation costs, even at the current level of service, is limited. For example, a hypothetical general tax rate rise of 1% over inflation and 5% user fee increase would

	Revenues	Expenses	2018 Cost Recovery
Dept Total	\$238,000	\$1,911,000	12%
AMFRC	\$52,000	\$621,000	8%
Pool	\$32,000	\$300,000	11%
Fitness Centre	\$59,000	\$54,000	109%
Programming	\$60,000	\$264,000	23%
Green spaces	\$12,000	\$292,000	4%

opposed to spending an estimated \$19.5 million on repairs). The City operates several smaller indoor facilities, including the new (as of 2018) Minto Park concession building and fitness centre, which received continuous upgrades between 2015 and 2018. The pool underwent substantial upgrades over the past four years to extend its operating life.

Indoor Facilities	Outdoor Facilities/Amenities	
Art and Margaret Fry Recreation Centre (arena,	Ball diamonds (Minto Park* and Crocus Bluff)	Playgrounds (Minto Park*/community garden)
concession, office/ meeting room)	Basketball court (shared with tennis)	Skateboard/scooter park
Fitness centre	Community garden	Soccer field (Crocus Bluff)
Minto Park concession building*	Parks - waterfront* (inc. gazebo, picnic shelter),	Tennis court (shared with basketball)
Swimming pool	Crocus Bluff day use area*, Victory Gardens, etc.	Trails (9 th Avenue/Dyke/ Dome trails, etc.)

The City also owns and maintains a range of outdoor amenities, including sport fields, a hard surfaced court, playgrounds, parks, and gardens. A 2017 trail management plan established a 35-kilometre municipal multi-use network concept and the City completed its third season of trail development and upgrades in 2019.

*Land leased from the Government of Yukon
City Recreation Facilities and Amenities





































Other Recreation Facilities & Amenities















Klondike Institute of Arts and Culture











With the second storey of AMFRC never completed, the City has relied on other venues to accommodate programming. The most utilized spaces have been the school gym and ancillary room, the latter of which was lost for programming in Fall 2019 due to conversion to a classroom. Other spaces operated by various community organizations and utilized for recreation purposes include community halls, the Klondike Institute of Arts and Culture, and Tr'ondëk Hwëch'in Youth Centre. Community groups also operate cross-country ski trails, an alpine ski facility, golf course, and off-leash dog park (virtually all of which are leased from the City).

The City's larger-scale recreation investments typically rely on territorial and/or federal funding. In addition to annual capital plans, there is a 10-year Equipment Replacement Plan funded by the Recreation Reserve. The City is working to formalize its maintenance activities for parks and open spaces and integrate a new asset management system into its maintenance record keeping and capital planning activities. The City requires liability insurance for third party use of its facilities; this has been a challenge for private bookings in particular.

The arena is well utilized during winter evenings and weekends but highly underutilized during the weekdays; the pool, in contrast, experiences a steadier stream of traffic throughout its summer operating hours. Space at the school gymnasium and (prior to Fall 2019) ancillary room is oversubscribed, and some in the community feel that there is a lack of other "neutral" (i.e. lacking religious or other affiliation) recreation spaces in Dawson.

Programming and Events

The City offers a variety of programs for a broad demographic spectrum of Dawson residents. The City's recreation programmers "scan" the community for recreation-related expertise to develop programs around, try to avoid duplication with other organizations' efforts, and constantly monitor and adapt their efforts based on uptake and feedback. The City views its role as a "leader" for elementary age after-school and summer programming and a "gap filler" for age groups and demographics served by other organizations. The City has been recruiting more third-party instructors to provide specialized programming and expanding its seniors and "5 & under" offerings. Various other groups deliver sports, arts, cultural, and outdoor programs to community members. Dawson's event calendar is full, with the City organizing Canada Day festivities, Discovery Days parade, and Festival of Lights at Christmas, along with other smaller community events.

Community Support, Partnerships and Outreach

The City distributes about \$62,000 in funding to individuals and recreation groups each year, with funding levels and project eligibility considered to be supportive. The process for accommodating informal requests for in-kind support from the City is not clearly established and people can get "bounced around" between departments. The golf course and Moose Mountain alpine ski area receive annual grants from the City, and City staff operates the latter facility during Spring Break. The City conducts outreach primarily via its website, quarterly newsletters, and Facebook page but notes some challenges in getting the word, and the *facts*, out reliably. User group meetings are held on an annual basis as well.

Departmental Capacity and Training

The City's Recreation Department staff generally feels that they work well as a team and have an "all hands in" approach. An overarching "can do" attitude extends to program and service delivery, City staff generally feels that they have sufficient capacity to continue delivering recreation programs at the current level of service. This structure lends itself to an ongoing reliance on the Manager position for decision-making. In addition, some routine administrative tasks such as third-party contracts, are still under the purview of the Manager.



4.0 What We Heard

Dawson residents actively participated in the development of the 2020 Parks and Recreation Master Plan via various input opportunities. Resident input was supplemented with surveys and one-on-one interviews with various community organizations to form a complete picture of how Dawson recreation in general, and the City's role specifically, are perceived.

Input Opportunity	Timeline	Participation	
User Group Online Survey		12 surveys	
Household Survey		173 surveys	
User Group Drop-in Session	March	1 group	
Graffiti Walls	2019	70-110 ppl	
User Group Online Survey	Jan/Feb	TBD	
Household Survey	2020	TBD	

Household Survey Findings

Participation and Values

- The majority of the community's "Top 10" activities were outdoors-based, including (in order of popularity) hiking/walking, camping, picnicking/gathering, gardening, wildlife/nature appreciation, and cross-country skiing/snowshoeing.
- Inconvenient times, poor/inadequate facilities, lack of time and/or awareness, and cost of programs were cited as the "Top 5" barriers to participation in recreation (ordered from greatest to least).



• Respondents indicated that **recreation is important** to both their own **quality of life** and the **social and economic vitality** of the community as a whole.

Facility Utilization, Quantity and Quality

- **Parks, trails, and greenspaces** received the **broadest visitation** by households of survey respondents, with the Dyke/9th Avenue trails receiving the highest level of frequent use of all amenities.
- The most broadly used indoor facilities included the Robert Service School, arena, and facilities operated by local non-profit groups. Single-purpose or more specialized facilities were most likely to receive no use.
- Respondents conferred the highest overall ratings to parks and major trails (Dyke/9th Avenue).
- The highest ratings for indoor facilities were assigned to the Minto Park concession building, Fitness Centre, and facilities operated by other groups. The spaces that received the lowest and most mixed ratings were the Recreation Centre's non-arena spaces, swimming pool, and arena.

Financial Considerations & Investment Criteria

- While most respondents preferred maintaining the current user fees, one-quarter supported an increase.
- The **"Top 3" criteria** for prioritizing **new facilities** included **multiple uses/users**, **year-round function**, and responsiveness to **resident demands/requests**. **Economic sustainability** took a distant **4th place**.

Comments from the public

"The arena unfortunately needs to be addressed before it is condemned. In my mind this is the number one issue as it serves so many people during a critical time of year that people need to recreate along with creating a major social scene... Indoor gym space would be next on my list."

"We have a darned good recreation dept. We need a full-bore yearround recreation complex!"

"Year-round swimming pool please!"

"I think that the top priority for indoor spaces is multi-purpose gym space that can be used for soccer, fitness classes, yoga, basketball, etc. I think the top priority for outdoor space is continuing to increase the trail network for biking and hiking."

"Dawson needs is a space for parents to take their young kids that can't move in the snow in the depths of winter."

"We need to increase our activity level! This reduces health costs long term. Work with what we have and keep things modest. Affordability is important in the long run, which (I think) means focusing more on simple outdoor activities that would not cost much."

'I don't want to sound critical, as I know how hard working the Rec Dept is, but I think the staff has grown complacent and just keep repeating the same stuff. This happens to anyone in a job for a long time...send them out for some training, workshops and give them time to do research on new stuff happening in the rec world! There must be cool stuff being done elsewhere!"

"The town does a great job of programming. We're getting bigger,

though. Might be time to get more staff and more programs."

"This town seems an ideal place to raise children - up to a certain age. After that, families often face making the decision about whether to leave town to see to older children's needs /well-being."

"Many people are not athletes or artists, so I think more passive forms of rec could be implemented (games nights, cards, chess or ???). There is a void."

"Year round (winter specifically) multi-use spaces are what I would emphasize are needed in Dawson."

"You folks are doing a great job. We enjoy great services for a town or size."

"I would say outside of recreation, but within the lens of access, is the ill-graded streets and boardwalks. The inaccess to those with mobility issues or small kids on foot, makes it difficult to get out and access what is already available and being done well."

"Rec dept budget and spending should be included in newsletters and program guides so tax payers can make informed decisions about the value of recreation in town."

"Overall, I think what the rec department offers is pretty impressive given the number of staff they have to run programs."

"0-5 programming is underrepresented big time. It's a very lonely existence during these years".

"Programming should occur on weekends so working parents can attend with their children".

"Sign up system needs to be more accessible...seems like the same families.. are able to access after school programming as a result of accessibility for sign up and limited space."

"Under 5 and over 60. Both of these groups are very neglected."

"Space and partnerships for early childhood care are very important if families are going to stay in Dawson. I am considering leaving because of care and extra-curricular opportunities for my child, and I have already seen a number of other families make that choice (or are making it.)"

Comments from user groups

"I have found the advertising and communication at times to be slower and more complicated than expected or needed."

"Rec programmers should be working evenings and weekends, not 9-5 weekdays."

"We partner on events all the time and the City's funding programs are easy to access and have a good range of eligible expenses."

"It's challenging to have liability insurance in order to use the City's facilities i.e. the waterfront."

"City requests volunteers to help offer certain programs but City provides no training or support e.g. baseball (kids). Need to host volunteer drives, provide training and structured programs for those activities not directed by a Sport Governing Body..."

"The City has been supportive of our efforts..."

"(City) needs to include user groups in discussions regarding facility usage upgrades/staffing before decisions are made. More effort needs to be made to keep facilities clean and operating efficiently."

- Virtually all respondents indicated a **need for new and/or enhanced facilities** within the next decade.
- The "Top 5" indoor facilities that should be more available or enhanced included the swimming pool, ice arena, fitness/exercise spaces, pool amenities (i.e. hot tub/sauna) and indoor playground. The accompanying "Top 5" outdoor space enhancements and/or additions were natural surface trails, outdoor aquatics spaces, day use/gathering spaces, outdoor rinks, and event spaces.

Programming

- The availability and quality of recreation programs in Dawson for adults was rated most highly, followed by elementary age children's programming. Options for seniors and children 5 & under were rated lowest.
- Respondents suggested a greater variety of options, more frequent offerings, and more convenient hours (i.e., to accommodate 9-to-5 workdays and flexibility for parents of young children) as improvements.

Roles of City vs. Others

• Most viewed recreation delivery as a **shared responsibility** between the **City and other groups**. A majority felt that the **City should lead on community events**, and that **other groups should lead in arts and culture**.

User Group Survey Findings

- Most respondent groups predicted **future growth in participation** for the program(s) they deliver.
- One-quarter of respondents indicated that their needs were completely met by facilities while almost two-thirds indicated needs being somewhat met. A strong majority felt that new facilities would be needed within the next decade.
- A majority reported being "satisfied" or "very satisfied" with their interactions with the City.

Interview Findings

- Facilities are considered the primary barrier to quality recreation in Dawson and there is a legacy of frustration and disappointment. The potential loss of an indoor recreation space for one or two winters is a concern. The needs and expectations for a new centre are varied.
- The City is making **valued contributions** to recreation and quality of life in Dawson.
- Some **partnerships and relationships** between the Department and other groups are highly **successful**, while others **need more attention**.
- **Pressures** on the Department **are high** and **expectations** can be **unrealistic**.
- The recreation calendar is **busier than ever**, and some non-profits a feeling "stretched thin".
- The Department is perceived as being **isolated** and **unapproachable** by some, and **communications** and internal/external **process needs improvement**.



City of Dawson Recreation Board Dänojà Zho Cultural Centre Dawson City Chamber of Commerce Dawson City Museum Government of Yukon - Community Affairs Branch Government of Yukon - Sport and **Recreation Branch** Klondike Institute of Arts and Culture **Klondike Visitors Association** Little Blue Daycare McDonald Lodge Recreation and Parks Association of Yukon Robert Service School (2 interviews) Royal Canadian Legion Tr'inke Zho Daycare Tr'ondëk Hwëch'in Health and Social Services (2 interviews) Tr'ondek Hwëch'in Youth Centre

5.0 Recreation Trends and Best Practices

Health, Fitness and Activity Trends

- Almost 1/3 of children and adults in Canada are obese.
- Only 35% of children and youth and 15% of adults meet recommended physical activity guidelines.
- Almost three-quarters of Canadian children and youth exceed recommended guidelines for screen time.
- Most Canadian youth and adults prefer spontaneous, unstructured recreation pursuits, with walking, bicycling, and swimming landing in the "Top 5" for both groups.
- Recreation participation varies by age, gender and socioeconomic status, with men and youth being more likely to play organized sports, women more likely to participate in exercise classes and wellness pursuits such as yoga, and higher income and education correlating strongly with higher participation.

Policy Guidance

Sport and recreation policy is evolving to reflect a growing recognition of the complex, interrelated societal and individual factors linked to participation. The 2015 Framework

for Recreation in Canada is the current national guiding document for public recreation providers.

Five pillars of the Framework for Recreation in Canada

SUPPORTIVE ENVIRONMENTS ECREATION

CONNECTING PEOPLE AND NATURE

INCLUSION AND

Recreation Delivery Trends

Social Determinants of Health – shifting the focus from "how do we get individuals to choose healthier lifestyles" to "how can we create the community environments that make the healthier choice the easier choice"

ACTIVE LIVING

Physical Literacy and Lifelong Participation - physical literacy is the motivation, confidence, and skills to engage in physical activity and is seen as a pre-condition for lifelong participation; early childhood is the focus

Places and Spaces – evolution of the parks and green space movement to place-making that supports social connections and cohesion with support amenities like Wi-Fi, seating, all ages and abilities design, art, etc.

Multi-Use Functionality and Clustering – continuation of multi-use emphasis for facility investments, accompanied by clustering with complementary services such as community libraries

Revenue Generation – municipal response to fiscal and service delivery pressures through non-traditional revenue streams such as adopt-a-park programs, facility sponsorships, planned giving programs, etc.

Active Transportation - encouraging human-powered travel modes through infrastructure and good design

Changing Volunteerism – overall national decline in volunteerism and shift to shorter commitments that provide participants with work and/or other valued experience

Return to Outdoor, "Adventurous" Play – giving children and youth spaces to explore, play and push limits

Integration of Wellness and Community Development – evolution of the recreation field to include broader wellness and community development aims such as reducing barriers, healthy eating/nutrition, mental and physical health, social inclusion, etc.

6.0 Strengths/Weaknesses/Opportunities/Threats (SWOT) Summary

GOVERNANCE			
STRENGTHS (Internal/City)	WEAKNESSES (Internal/City)		
 Current and past Councils strongly support recreation and are willing to make significant investments Policy and procedures support decision-making Creation of new Supervisor position better distributes responsibilities across the department Recreation Board helps administer funding applications OPPORTUNITIES (External) 	 Department and staff titles are a mismatch with services Routine administrative tasks reside with the Manager due to organizational structure, office space and task allocation Collective agreement of department employees disallows last-minute rescheduling required to help groups at times The mandate for the Recreation Board is vague THREATS (External) 		
 Projected population growth will increase revenues and distribute fixed costs across larger population base Policy and governance advice and support is available External project-based funding may allow for short-term project management assistance Residents highly value recreation and potentially support tax/fee increases 	 Revenue generating potential of recreation is limited with a small population and desire for access and affordability Seasonal worker population and non-City tax paying residents create pressure with low cost recovery potential Low incomes and high living costs limit disposable spending on recreation; particularly for seniors New policy development and adaptation 		
STRENGTHS (Internal/City)	WEAKNESSES (Internal/City)		
 Impressive mix/variety of outdoor and indoor amenities Parks, trails and outdoor spaces are well rated and used Facilities are in generally good condition Access to capital funding is good Asset management (AM) system is being implemented and will facilitate better decision-making over time Staff generally have capacity/skills to maintain assets Fees and charges are low Trail investments and planning aligns with resident priorities for parks and open space amenities Few facility allocation conflicts, even with limited spaces Facilities are scheduled with a mix of programmed and spontaneous, drop-in opportunities 	 Rec Centre has structural issues and an unknown lifespan Multi-purpose spaces are in very limited supply Options for wintertime indoor recreation limited Residents desire a year-round or new pool despite significant recent investments and high operating costs Maintenance roles need formalizing and internal agreement among City staff Issues with existing facilities limit functionality and use Parks offer is mostly passive (gardens, landscaping, seating) High costs of construction, operations and maintenance Front-end effort to integrate AM could be considerable The arena is heavily underutilized during daytime hours 		
OPPORTUNITIES (External)	THREATS (External)		
 Government of Yukon is committed to helping fund a new recreation centre that can address not only priority gaps in the facility offer but compensate for likelihood that a year-round pool is not financially feasible Dawson resident criteria for facility investment and top facility priorities align with best practices and likely funding reality (with exception of new pool) Non-profit groups manage and maintain quality facilities that the City does not have to TH plans to develop a new Youth Centre National, territorial and local data points to a strong preference for participation in unstructured activities that require open spaces with lower operating costs as compared to indoor facilities (i.e., arenas and pools) 	 Government expectations around recreation centre and appropriate funding levels may not satisfy all needs/expectations of public and key stakeholders Land use constraints/topography pose limitations to continued open space development/protection The potential amenities included in a new recreation centre will be highly site-dependent; trade-offs between location and features should be anticipated Dawson's built environment poses many physical barriers for an aging population Climate change policies such as carbon pricing could raise operating costs of large indoor facilities considerably Dawson residents have high skepticism and negativity around facilities; pressure to "get it right" is equally high 		

PROGRAMMING			
STRENGTHS (Internal/City)	WEAKNESSES (Internal/City)		
 City offers a range of programs for all ages and interests City has experienced, capable programmers Children's programs are highly rated and utilized City delivers major family-oriented community events Third party instructors have improved options available City programs are very affordable Quarterly newsletters showcase City offerings as well as other recreation opportunities (i.e., drop-in leagues, etc.) City adapts to constantly changing circumstances Inter-agency coordination has been initiated 	 Programs for seniors and 5 & under less available City capacity to deliver programming is limited Lack of facility space is a key constraint and City sometimes has to "bump" other groups to run its own programs Programs can be vulnerable to low numbers of participants, conflicting scheduling, availability of instructors, etc. Specialized programming challenging to sustain due to dependence on instructors in a transient community Residents cite inconvenient scheduling as a constraint City's registration system and communications approach may pose barriers to participation/awareness 		
OPPORTUNITIES (External)	THREATS (External)		
 Growing and more diverse population creates new programming opportunities and new instructors Other groups provide quality programs in arts and culture and residents feel these groups should lead There are a wide variety of partners for the City Participation, lifestyle and population trends point to an increased need for wellness, active living facilitation Dawson has a full events calendar A new recreation centre could "spark" new programs More distance, online training available 	 Many Dawson events have an adult, alcoholic element; not as many family events Non-profits are feeling "stretched thin" with events in Dawson and an aging population could exacerbate issue Growing cohort of seniors will create new needs Time constraints, excessive screen time, and low rates of physical activity are known barriers to participation It can be difficult for Dawson residents to stay informed of opportunities, with communications stratified and no one shared repository for recreation news 		
	MUNITY DEVELOPMENT		
STRENGTHS (Internal/City)	WEAKNESSES (Internal/City)		
 Funding is readily available to community groups and individuals, usually within a very short time frame Direct funding is in place for certain partners Some partnerships are highly successful and the City has productive, positive working relationships City has some effective communications channels There is a mechanism for third party usage of City facilities and rentals are affordable OPPORTUNITIES (External) 	 Communications capacity and effectiveness is limited The City does not have a streamlined, effective way of assisting individuals and groups seeking support Some partnerships and funding relationships are not clearly rationalized/articulated; there may be inconsistent approaches towards major partners Third party liability issues, such as private rentals, need further clarity and policy work THREATS (External) 		
 Dawson is an active, engaged community with a strong volunteer ethic The relatively small number of external groups and partners makes communications easier A high proportion of Dawson children are in City camps; opportunity to reach families through them There are numerous successful partnerships to build on Major partners continue to provide services in Dawson and the City can evolve these relationships City recreation facilities are well visited and a great venue to share information and seek input 	 Some partnerships need renewed attention; feeling that the City does not value major partners equally There are some perceptions that the department is isolated from the community and not receptive to residents' ideas Dawson residents can have unrealistic expectations of service delivery and lack awareness of costs/capacity issues Non-profits are feeling "stretched thin" with events in Dawson and aging population could worsen situation City policy and organizational framework may not always "mesh" with a non-bureaucratic community culture 		

7.0 Vision, Guiding Principles, and Plan Elements

VISION 2030

"Dawson City is home to recreation spaces and opportunities as vibrant and diverse as its people."

GUIDING PRINCIPLES

Accountability – The City involves and communicates with Dawson residents in regards to key aspects of recreation delivery and facilitates decision-making with facts and best practices.

Diversity – The City encourages and accommodates a wide variety of recreational interests and activities in the community.

Accessibility – The City works to ensure that recreation opportunities are available to all residents of Dawson.

Feasibility – The City recognizes that its own resources and those of the broader community may pose constraints to recreation at times and strives to find practical and innovative ways to meet core needs.

Sustainability – The City strives to ensure that its current delivery of recreation programming and facilities protects the environmental, financial, and other resources needed to maintain and/or increase future levels of recreation service delivery in Dawson.



8.0 City Roles and Service Standards

THE CITY'S ROLES IN RECREATION

Steward – The City cares for the natural and built recreation spaces that are under its jurisdiction and encourage residents to take pride in and care for them.	Program provider – The City designs and delivers programs that offer leisure and opportunities for individual and community well being.
 Funder – The City provides direct and indirect financial support to individuals and groups to pursue, provide, and promote recreational opportunities. Facility provider – The City provides safe, functional spaces that accommodate a range of recreational activities for the community and makes these available for both City and other activities. 	<i>Listener/learner</i> – The City strives to listen to and learn from the views of local residents, volunteer groups, and the broader community in its approach to planning and delivering recreational opportunities. <i>Leader</i> – The City helps to create and foster a local culture in which recreation participation and active living are valued and promoted.
<i>Facilitator/partner</i> – The City works with other individuals and groups to facilitate the delivery of recreational opportunities to Dawson residents.	

SERVICE STANDARDS

Facilities

Our Service Objective: To provide safe, functional and enjoyable outdoor and indoor spaces in which Dawson residents and visitors can spend their leisure time.

Maintenance Priorities Maintenance Priority by Spaces

- 1) Safety
- 1) Highly utilized locations, particularly by vulnerable populations (i.e., children, seniors)
- Functionality
 Aesthetics
- High maintenance requirements due to specific features or amenities
- 3) Highly visible locations
- 4) Less used and/or visible locations

Programs

Our Service Objective: To provide, facilitate, and support a range of recreation opportunities for Dawson residents.

Delivery Priorities

- In-House Programming Priority by Recipient Group
- 1) Safety
- 2) Quality
- 3) Diversity
- 1) Demographic and/or other groups not well served by third party programs
- 2) Children and youth
- 3) Families



9.0 Goals and Actions

	GOVERNANCE
Goal #1	Continue to restructure the Recreation department to reflect its mandate, improve efficiencies and increase capacity.
Action 1.1	Rename the department and manager position title to incorporate the parks function.
Action 1.2	Explore and implement ways to devolve programming tasks from Manager position and increase capacity to deliver programming.
Action 1.3	Streamline interactions with user groups seeking City assistance (see Action 12.3)
Goal #2	Utilize the Recreation Board more efficiently and effectively.
Action 2.1	Update the Recreation Board policy to:
	 Reduce the number of annual meetings to four; and Clarify the role of the Board*
Action 2.2	Enable City staff to make Level 1 funding recommendations in between Board meetings.
Goal #3	Develop more tools and capacity to strengthen the Department's community development function.
Action 3.1	Pursue staff training in:
	 Communications and marketing; Public engagement; Administrative and project management skills; and Research and policy development.
Action 3.2	Create an image library of City recreation spaces and activities to support communications.
Action 3.3	Develop corporate sponsorship program and expand the commemorative parks program to include planned giving.

*Proposed Recreation Board role to include advising Council and City administration on:

- Funding requests;
- o Incorporating public input into larger planning/policy initiatives; and,
- Annual workplans and achievement of Master Plan goals/objectives; and
- Considering concerns and complaints from the general public and user groups in regards to recreation service delivery.



FACILITIES

Goal #4	Maximize utilization and enjoyment of existing facilities.
Action 4.1	Replace playground surfacing material at Minto Park.
Action 4.2	Address heating and acoustics issues in the Minto Park concession building.
Action 4.3	Consider upgrading skate park surface and features to better accommodate a full range of wheeled uses.
Action 4.4	Consider opportunities for off-season use of indoor facilities (e.g., arena, curling rink).
Action 4.5	Provide support as needed to ensure public use of the Moose Mountain ski trails.
Action 4.6	Improve the multi-sport functionality and safety of outdoor courts.
Goal #5	Build a new, year-round multi-purpose recreation facility ³ .
Action 5.1	Continue the facility planning process to confirm both amenities and location with the input of residents and user groups.
Action 5.2	Work with government partners and Council to secure funding and construct the new facility.
Goal #6	Increase and diversify the City's open space amenities and opportunities.
Action 6.1	Enhance greenspaces with more year-round active uses and "place making" features (i.e. outdoor volleyball court, natural skating rink, chess/checkers, etc.)
Action 6.2	Modify and add amenities to support active leisure for seniors (i.e., pickle ball at tennis court, shuffleboard, horseshoes, etc.)
Action 6.3	Continue to implement the Trail Plan.
Action 6.4	Ensure new neighbourhoods have convenient access to parks, green space and trails.
Goal #7	Invest in active transportation and universal accessibility infrastructure.
Action 7.1	Investigate enhanced surfacing options for the Dyke/Millennium Trail between Callison and Downtown Core and improve accessibility from Front Street at key access points.
Action 7.2	Provide active transportation options for newly developed residential areas.
Goal #8	Increase Departmental capacity to maintain, manage and plan for facilities effectively.
Action 8.1	Create general maintenance guidelines and procedures for parks and open spaces.
Action 8.2	Integrate the City's new asset management system into the daily workflow and the annual capital planning process.

 $^{^{\}rm 3}$ Refer to Appendix A for consultant facility recommendations.

PROGRAMMING

Goal #9 Continue to facilitate and/or deliver a diversity of recreation for all ages.

- Action 9.1 Increase programming focus in the following areas:
 - Wellness, healthy living, and active aging;
 - Family-oriented programs;
 - Outdoor skills and safety programs; and,
 - Workshop formats and evening/weekend scheduling options.
- Action 9.2 Provide programming to encourage use of City's outdoor amenities by youth and seniors (i.e., tennis, pickle ball, basketball, mountain biking, skateboarding, etc.)
- Action 9.3 Pilot community challenges and mass participation events such as:
 - Corporate sport/fitness challenges (involving City, TH, other major employers)
 - Active transportation challenges; and,
 - Trail network or town scavenger hunts.
- Action 9.4 Provide a mix of established and new programs on an ongoing basis.
 - Endeavour to ensure available spaces meet demand
- Action 9.5 Support and/or collaborate with TH to provide quality recreation for youth.

Goal #10 Reduce barriers to participation in recreation.

- Action 10.1 Continue to refine the program registration process, with consideration for:
 - Maximizing equity (i.e. everyone gets to play); and
 - Improving access, options and convenience for community members.
- Action 10.2 Expand communications networks to increase awareness of City programs and registration timelines (i.e., school, TH, seniors, new Canadians, etc.)

Increase community awareness of other recreation opportunities, including:

- Action 10.3 A bi-weekly or monthly Dawson recreation e-newsletter;
 - A recreation-specific bulletin board in a high profile location; and,
 - Highlighting other programs for specific age groups in City's newsletter.

Goal #11 Support staff to deliver high quality, relevant programming.

- Action 11.1 Provide staff training in:
 - National/territorial standards and supports (i.e. HIGH FIVE, Yukon Physical Literacy Coordinator, safe sport, etc.);
 - Program and curriculum development training; and,
 - Increased focus on mental health and wellness support skills.

PARTNERSHIPS & COMMUNITY DEVELOPMENT

Goal #12 Support and strengthen relationships with community groups delivering programming.

- Action 12.1 Coordinate joint meetings with other program providers on an ongoing basis.
- Action 12.2 Complete a new facility rental policy that resolves the issue of third party insurance requirements for City property.

Develop a "one-window" approach (including user-friendly information) for individuals or groups seeking support from or use of City property for recreation.

Action 12.5 Schedule more user group meetings and discussions to identify and resolve issues.

Make staff available to attend user group meetings on a bi-annual basis to provide information and seek input.

Goal #13 Raise the Department's profile and facilitate more community input.

- Action 13.1 Report annually to the community on key outcomes and statistics financials, programs, participants in a user-friendly, accessible format via:
 - Posters/displays at recreation facilities
 - Recreation newsletter
 - Website and social media
- Action 13.2 Periodically attend/support other community events (preferably on a rotating basis) as a Department.
- Action 13.3 Provide suggestion/comment boards in facilities and online.

Goal #14 Create a fair, efficient framework for City partnerships and recurring support.

- Action 14.1 Review direct funding and in-kind arrangements for fairness and consistency.
- Action 14.2 Articulate criteria/rationale for direct funding and in-kind arrangements in City policy, and formalize agreements with current (and future) partners accordingly.
- Action 14.3 Advocate for an increase to the Comprehensive Municipal Grant to reflect the City's actual service population for recreation services (municipal and peripheral resident users)
- Action 14.4 Investigate additional opportunities to recuperate costs for recreational services related to peripheral users



10.0 Implementation

IMPLEMENTATION TIMEFRAME			EXTRA		
ACTION	SHORT-TERM	MEDIUM-TERM	LONG-TERM	ONGOING	BUDGET
GOVERNANCE	(0-2 yrs)	(3-6 yrs)	(7-10 yrs)		
1.1 New department and manager titles	<u> </u>				
1.2 Restructure program delivery	1				
1.3 Streamline user group interactions					
2.1 Update Recreation Board policy					
2.2 Enable City staff to make Level 1 recommendations	1				
3.1 Pursue staff training in communications, engagement, etc.				1	
3.2 Create image library				1	\$
3.3 Develop sponsorship and expand commemorative parks program		1			\$
FACILITIES & AMENITIES	L	L			
4.1 Replace Minto Park playground surface	<i>✓</i>				\$
4.2 Address Minto Park concession building issues		1			\$
4.3 Consider upgrading skate park			1		\$
4.4 Consider off-season facility uses			1		
4.5 Provide support for XC ski trails		1		1	\$
4.6 Improve multi-sport functionality and safety of outdoor courts	1				
5.1 Continue facility planning process	1				
5.2 Construct new facility		5			
6.1 Enhance greenspaces with year-round active uses and place making features		<i>√</i>	1		\$
6.2 Modify/add amenities to support active leisure for seniors		1	1		\$
6.3 Continue implementing Trail Plan				1	\$
6.4 Ensure access to parks, trails, greenspace for new neighbourhoods				1	\$
7.1 Investigate surfacing of Dyke Trail					\$
7.2 Provide active transportation options for new neighbourhoods			1	1	\$
8.1 Create parks/open space maintenance guidelines and procedures		1			
8.2 Integrate City's asset management system into operations				1	
	-			the second second second	







	IMPLEMENTATION TIMEFRAME				EXTRA
ACTION	SHORT-TERM	MEDIUM-TERM	LONG-TERM	ONGOING	BUDGET
PROCRAMMING	(0-2 yrs)	(3-6 yrs)	(7-10 yrs)		
PROGRAMMING 9.1 Increase focus on wellness, active	 	[[
aging, families, outdoors, short offers					
9.2 Provide programming geared to use of outdoor amenities by youth and seniors				1	
9.3 Pilot community challenges and events that encourage active living	1			1	
9.4 Provide mix of established/new programs					
9.5 Work with TH on youth programs				1	
10.1 Continue to refine City registration process to improve access				1	
10.2 Expand communications network to increase awareness of City programs	1				\$
10.3 Increase community awareness of non- City programs				1	
11.1 Utilize national/international standards and supports				1	
11.2 Pursue more program and curriculum development training				1	\$
PARTNERSHIPS & COMMUNITY DEVEL	OPMENT				
12.1 Hold inter-agency meetings with other program providers				√	
12.2 Complete new facility rental policy	1				
12.3 Simplify and streamline process for City support					
12.4 Host more user group meetings to identify and resolve issues				1	
12.5 Offer to attend user group meetings on a bi-annual basis				1	
13.1 Report annually to community on Department activities				1	
13.2 Attend and/or support other community events				1	
13.3 Install suggestion boxes		1			
14.1 Review direct funding and/or in-kind arrangements		1			\$
14.2 Articulate direct funding/in-kind in City policy and formalize arrangements		1			\$
14.3 Advocate for increase to CMG		1			







Appendix A

Recreation Facility Recommendations Early in the process, it was determined that the Parks and Recreation Master Plan (PRMP) would not address Dawson's future indoor recreation facility in detail due to the decision to undertake a separate facility planning process. Mayor and Council worked with Stantec Consulting on a preliminary facility planning exercise in 2019, but that effort did not attempt to connect to the PRMP, which was still in progress.

In the interests of connecting the PRMP – specifically the considerable public input and City recreation capacity analysis that underpinned it – to facility planning, Groundswell is including its own recommendations for facility amenities for consideration here. These recommendations did not attempt to factor in facility siting opportunities and constraints (such as appropriate geotechnical conditions); these will obviously impact final decisions.

PRIORITY LEVEL	RATIONALE	
High		
Flexible, multi-use spaces	Strong public support; current lack of these spaces a serious recreation constraint	
Front desk/office function	Public and user groups need reasonable access to facility staff	
lce surfaces/arena	Strong public support and central to established winter recreation programs	
Indoor playground	User groups/public placed high priority on winter options for children and families	
Gathering/viewing spaces	Social cohesion and integration functions of facility should be maximized	
Sauna/steam room	Strong public support; wellness/therapy benefits (particularly for aging population);	
	provides some benefits of year-round pool without very high capital/O&M	
Medium		
Bouldering wall	Strong public support; strategic use of underutilized vertical space	
Fitness centre	Co-location with other amenities more convenient for families and builds community	
Historic townsite location	Interviewees stressed importance; convenient access promotes walking and use by youth	
Recreation staff office space	Could create efficiencies and raise community profile for staff	
Sufficient space for pool	Option to build future pool (seasonal or year-round) on same site would be ideal	
Walking route/track	Strong public support; safe seniors-oriented exercise option in winter; ideally designed	
	to require minimal additional facility footprint	

Given the high priority that the public and some interviewees placed on a year-round pool, the Groundswell planning team undertook a very brief analysis of feasibility utilizing two small Northern communities: Fort Simpson and Inuvik, NWT. The planning team concluded that, at this juncture, it did not support the pursuit of a year-round pool due to the following considerations:

- Based on the projected budget for Old Crow's community centre and a Yellowknife pool in the planning stages, the team's "back of napkin" capital cost estimate for a new year-round pool is \$12 million dollars. Government of Yukon has signalled that a new facility will be planned and constructed in a conservative funding environment. Upgrading the current seasonal pool to a year-round one may come at the expense of other amenities for which there are currently no (seasonal or otherwise) options.
- Even if sufficient capital funding could be secured, it's the operations and maintenance (O&M) burden that
 ultimately dictates whether a year-round pool is viable for Dawson. The other examples suggest that a \$200\$300K budget could be required; possibly a 15% increase over current expenses. Dawson's current allocation
 of municipal budget to recreation is already substantially higher than other Yukon communities.
- Dawson's small population poses an ongoing challenge to the sustainability of both City and volunteer-led programming. In a community with a limited number of participants and a society with increasingly limited time, a winter pool could potentially undermine the viability of winter recreation such as soccer, minor hockey and Moose Mountain. It also poses a risk that a year-round pool wouldn't result in higher overall recreation participation and increased City revenues, but simply spread those same revenues across more facilities.

Report to Council

x For Council Decision For Council Direction

For Council Information

In Camera

AGENDA ITEM:	CBC Project update	
PREPARED BY:	Brodie Klemm, Project Manager	ATTACHMENTS: Colliers Project Leaders – Project Plan Draft
DATE:	February 3, 2021	Colliers Project Leaders – Risk Register
RELEVANT BYLAWS / POLICY / LEGISLATION:		Colliers Project Leaders – Master Schedule Keay Architecture – Project Memo Nov 24 Keay Architecture – Project Memo Jan 25 RDH Building Science – Building Enclosure Review

RECOMMENDATION

That Council

- direct administration to prepare an RFD for foundation drainage and insulation
- direct administration to update the scope and prepare a new RFD for the Wall cladding and roof repair
- direct administration to prepare an RFD for design, build and installation of windows and doors
- Approve administration to enter into a contract with Imperial Production for the restoration/replacement of 21 corbels and 11 roof finials for \$36,000 plus GST and shipping.

ISSUE / PURPOSE

Administration has been working towards finalizing the Parks and Recreation Master Plan titled "Play Dawson". This plan will provide strategic direction for the delivery of parks and recreation programs and infrastructure.

BACKGOUND SUMMARY

Council approved a 5 year plan for the Canadian Bank of Commerce building in 2018. This plan included

Subsequently a tender was released and approved for the Wall Cladding & Roof Repair in 2019. The successful contractor started restoration of the finials and procurement of tin to replace missing wall cladding. The project was stalled in the beginning of 2020 due to COVID travel restrictions. The company filed for bankruptcy in the fall of 2020.

During the 2020 year, administration continued working on planning and other work required to get the building ready for occupancy. During 2020 the following work was undertaken;

- Work with Colliers Project Leaders to assist the Asset and Project Manager in moving this project forward and determining and carrying out the necessary steps
- Work with RDH Building Science Specialists: to review the condition of the building enclosure and recommend improvements that can be made for the building enclosure
- Work with Keay Architecture to review wall cladding drawings as well as to assist in ensuring the • steps and decisions made maintain the historic value of the building. Keay Architecture was the company the City of Dawson had retained in 2013 to produce a Condition Survey and Stabilization Plan for the building

ANALYSIS / DISCUSSION

The project team has concluded the following is necessary to continue to move this project forward:

1. Foundation and Drainage

The foundation and drainage preservation was not contemplated prior to the issuance of the first Wall Cladding and Roof Repair contracts. This work is necessary to ensure the building is fully protected as well. This involves the installation of weeping/drainage tile and exterior insulation for the basement.

2. Wall Cladding and Roof Repair

As the current Wall Cladding and Roof Repair Contracts are no longer viable due to the bankruptcy of the company awarded the work this will need to be re-tendered. Recommend the following scope changes to this tender:

- Update the tender drawings to include the changes required to cover the foundation installation work with input from Keay Architecture
- Include the installation of Corbels and Finials

3. The Windows and Doors

These elements were discussed as part of the building envelope. Although it would be much more sustainable to install high efficiency triple pane windows. This would be difficult to do along with keeping the historical aspects of the building. It is recommended to prepare a tender package to include design, build and installation of the windows and doors with re-use and replicas of historic wood framed windows.

4. Restoration/Replacement of Window Corbels and Roof Finials.

The restoration and replacement of the roof finials was originally a part of the Roof Repair contract. Through many conversations, we have managed to re-locate the original finals that were shipped to the company for restoration and subsequently mis-placed during the company bankruptcy.

Prior to the original contract being awarded, the replica corbels was removed from the contract as it was felt that the quote for this work was too high (\$13,000/corbel at 21 corbels required). A quote has now been received from another company (Imperial Productions) for the replicating of the corbels for a total cost of \$26,000. This would reproduce the corbels in the original zinc material. Administration has also requested a response from this company to take over the restoration of the finials as well as would eliminate the need to ship these items back to Dawson City and then back out to another restoration company.

Administration would like to pursue this option with this company \$36,000 plus taxes and shipping.

5. End Use

Much discussion and work going forward will be dependent on some decision regarding end use of the building. The building envelope work, potential of second for access (interior or exterior), and heating and hvac planning is all dependent on what likely usage this building will have. Seasonal vs. Year round usage as well as public access requirements to the second floor will drive ongoing planning and design of this building. Administration would like to commence these discussions prior to tendering work involving insulation and interior design/fit up.

APPROVAL			
NAME:	C Bellmore	SIGNATURE:	
DATE:	Feb 5, 2021	KBellmore	

Report to Council



X For Council Decision

For Council Direction

For Council Information

In Camera

AGENDA ITEM:	Material for New Water Reservoirs		
PREPARED BY:	Gagan Sandhu, Public Works ATTACHMENTS: Manager		
DATE:	Feb 5, 2021		
RELEVANT BYLAWS / POLICY / LEGISLATION:			

RECOMMENDATION

That Council approve steel bolted tanks as the tank construction material for the new reservoirs to be constructed at the corner of Dugas street and 5th Ave and direct administration to proceed with the design and construction.

ISSUE / PURPOSE

The City of Dawson requires new reservoirs. Staff has reviewed the project history and there is a strong desire by the City of Dawson to have these reservoirs constructed of steel, as documented in the Project Proposal. Associated Engineering was contracted to conduct conceptual design for the location and material of the reservoirs, with the aim of least Capital and Operations & Maintenance (O & M) costs.

BACKGOUND SUMMARY

New reservoirs are needed to provide adequate storage for population growth and fire flow as well as increased disinfection contact time. The current reservoirs are under sized and are at the end of their lifecycle. Construction of these new reservoirs is the next step of the overall Program for Dawson City Drinking Water Treatment Facility Upgrades/Replacement.

Council previously approved the reservoir location recommended by Associated Engineer (AE) at the location of the old pumphouse and at the time questioned when construction material would be discussed. Administration indicated that the construction material decision would be brought forward in the near future when the project team moved to the design phase.

ANALYSIS / DISCUSSION

Council has requested further information/analysis regarding the NPV at a time period longer than 20 years as was originally presented for the two proposed materials. Administration reached out to AE for the additional information which is provided here:

Please see our findings for life cycle cost analysis for the Dawson City Reservoirs. Below is a summary of findings. Attached are graphs showing The Net Present Value of the life cycle costs for two bolted tank lifespan's of 30 and 40 years.

1. We extended the planning period to 50-years and found that steel bolted tanks are less expensive than concrete even at a life cycle of 50-years.

- 2. The life of a concrete tank is 75 years but the life of steel bolted tanks is shorter. We compared two steel bolted tank replacement periods of 30-years and 40-years. Overall life cycle costs decrease if the steel bolted tank is replaced after 40 years.
- 3. Contrary to what we did in the report, we did not deduct the tank "salvage" value from the life cycle cost. The reason being that salvage value represents the value you could reasonably sell the asset for at the end of the life cycle. The tanks will not have a salvage value in practice and so we excluded this from the life cycle cost calculation.
- 4. The replacement value represents the cost to replace the "tanks only" after either 30 or 40 years. The cost was inflated by 2% between 2020 and 2050 and 2060.
- 5. We compared two discount rates (4 and 5%). A discount rate between 3.5 and 5% is typical for low-risk infrastructure projects. The life cycle costs increases as the discount rate increases, and the gap between bolted steel and concrete widens in favour of bolted steel with higher discount rates.

Overall, the extended life cycle cost analysis shows that bolted steel tanks are favourable compared to concrete tanks.

Dawson City Reservoirs

Life Cycle Cost Estimates at 4% Discount Rate

Year	Bolt	ed Steel 30-Year	Bolt	ed Steel 40-Year	Cond	crete Tank
0	\$	6,400,000	\$	6,400,000	\$	8,300,000
20	\$	6,609,191	\$	6,609,191	\$	8,557,466
25	\$	6,649,978	\$	6,649,978	\$	8,607,665
29.9	\$	6,679,872	\$	6,679,872	\$	8,644,458
30	\$	8,001,644	\$	6,679,872	\$	8,653,219
39.9	\$	8,059,850	\$	6,745,197	\$	8,724,857
40	\$	8,065,712	\$	7,833,687	\$	8,732,072
50	\$	8,118,473	\$	7,886,448	\$	8,797,008



APPROVAL		
NAME:	Cory Bellmore	SIGNATURE:
DATE:	Feb 6, 2021	(KBellmore





X For Council Decision

For Council Direction

For Council Information

In Camera

SUBJECT:	2019 Zoning Bylaw Housekeeping Amendment (No. 5)		
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: Draft ZBL Amendment Bylaw (#2019-15)	
DATE:	February 3, 2021	Brait 2DE Ameridinent Bylaw (#2013-13)	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw			

RECOMMENDATION

That Council give Bylaw #2019-15, being Zoning Bylaw Amendment No. 5, Third and final Reading.

BACKGROUND SUMMARY

The OCP underwent a yearly review in 2019, as per S. 16.2 of the OCP. The Zoning Bylaw must be consistent with the OCP, therefore; the Zoning Bylaw was also reviewed.

OCP Bylaw Amendment No. 2 was given Third Reading on December 9th, 2020.

Administration received direction to provide a response to Council's information requests prior to Third and final Reading. The requested information was provided to Committee of the Whole on February 3, 2021 (see below under 'analysis'). Committee of the Whole passed a resolution to forward the bylaw amendment to Council for Third reading.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Municipal Act

S. 288(2) of the *Municipal Act* states that "a council must not adopt a zoning bylaw, or an amendment to a zoning bylaw, that is not consistent with an official community plan". The proposed changes in the Zoning Bylaw Amendment will be consistent with the OCP.

Zoning Bylaw

S. 17.1.1 of the Zoning Bylaw states that "Council may initiate any text amendment to this bylaw."

Council Information Requests

S. 4.05: Provide the context of 'structural alteration' within the ZBL and consider removing "foundations"

'structural alteration' is referenced twice in the ZBL:

• S. 4.2: Development Permit Not Required

"No development permit is required for the following, provided that such development conforms to all other provisions of this bylaw:

.1 regular maintenance and repair of any building or structure, provided it does not include **structural alterations** or does not change the use or intensity of use of the land, building, or structure"

• S. 2.2: General Definitions

"CONVERSION means a change in use of land or buildings, or an act done in relation to land or a building, that results, or is likely to result, in a change in the use of such land or building without involving major **structural alterations**."

This definition of structural alteration aligns with s. 4.2. It clearly indicates what kind of development extends beyond "regular maintenance and repair" and constitutes "structural alteration".

This clause has undergone numerous iterations. Most recently, this clause was edited upon Council direction of including language about repairs and maintenance in the definition of 'structural alteration' in order to provide clarity on this topic. It is important for Administration to have this descriptive language in the definition as it will increase clarity for all, including decision makers and members of the public, in understanding exactly what constitutes a structural alteration and therefore what kinds of development requires or does not require a development permit. Additionally, this definition aligns with the Municipal Act (S. 302(2)).

S. 302(2) of the Municipal Act states:

"For the purpose of this section, repairs, maintenance, or installations that do not alter the size of the building or other structure or involve the rearrangement or replacement of structural supporting elements shall not be structural alterations."

In consideration of the removal of "foundations", it is not advised to do so because a foundation is, fundamentally, a "structural supporting element".

S. 4.09: Is the numbering (S. 4.4.1.5(V)) correct?

Administration confirmed that the numbering is correct.

S. 4.20.3: Why is the following included in this clause: "any person owning or occupying real property"?

This same clause is copied from the Zoning Bylaw #2018-19 (S. 16.6.3). An example of where the "occupying real property" language might apply is in the case of an offence occurring on a lot that is leased by YG to an individual or in the case of a mining claim, or if a temporary structure (eg. tiny home) is placed on a rented lot by the renter. For administrative enforcement reasons, it is critical that this language remain in this clause.

APPROVAL		
NAME:	Cory Bellmore, CAO	(LReemone)
DATE:	Feb 5, 2021	SIGNATURE: (HBellmore)



Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

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

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

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

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

PART I - INTERPRETATION

1.00 Short Title

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

2.00 Purpose

- 2.01 The purpose of this bylaw is to provide for:
 - (a) A re-zoning of Lot 7, Block J, Ladue Estate from C1: Core Commercial to P1: Parks and Natural Space.
 - (b) A series of text amendments.



Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

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Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

3.00 Definitions

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

PART II – APPLICATION

4.00 Amendment

- 4.01 This bylaw amends Schedule C to re-zone Lot 7, Block J, Ladue Estate from C1: Core Commercial to P1: Parks and Natural Space, as shown in Appendix 1.
- 4.02 Repeal and replace S. 1.9.1 "Lots created before the approval of this bylaw that are less than the minimum dimensions or more than the maximum dimensions required of the zone they are in shall be considered to be conforming lots for the purposes of this bylaw".
- 4.03 Insert the following definition to S. 2.2: "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, beauty parlor, shoe repair shop, self-service laundry or dry cleaning establishment."
- 4.04 Insert the following definition to S. 2.2: "RENEWABLE ENERGY SYSTEM means a system or device where energy is derived from sources that are not depleted by using them and transformed for use. Renewable energy systems include but are not limited to solar-electric or solar-thermal panel systems."
- 4.05 Insert the following definition to s. 2.2: "STRUCTURAL ALTERATION means any change to structural supporting elements of a structure including but not limited to foundations, exterior load-bearing walls, door and window openings, roof, and



Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

access/egress components (such as decks or porches), which does not increase the exterior dimensions of height or footprint. For the purposes of this bylaw, full removal of a structure or structural component and replacing it in its entirety constitutes structural alteration. Repairs, maintenance, or installations that do not alter the size of the building or other structure or involve the rearrangement or replacement of structural supporting elements does not constitute structural alteration."

- 4.06 Insert the following clause: S. 4.2.10 "wall tents or similar temporary structures provided the wall tent consists only of a frame and canvas walls. For the purposes of this bylaw, construction of a structure with a floor, walls, or roof requires an approved development permit."
- 4.07 Insert the following clause: S. 4.2.11 "roof-mounted renewable energy systems outside of the Historic Townsite."
- 4.08 Repeal S. 4.3.6 and replace with the following: S. 4.3.6 "an application shall not be deemed complete until all requirements above have been submitted to the satisfaction of a development officer. Partially complete applications that are inactive for a period of six months or more may be cancelled at the discretion of the development officer."
- 4.09 Insert the following clause: S. 4.4.1.5 (V) "the applicant is unable to prove the extent of a development using a survey conducted by a registered Canada Lands Surveyor."
- 4.10 Repeal S. 5.3 and re-insert the clause as S. 4.8.
- 4.11 Repeal S. 8.11(c) and replace with the following: S. 8.11(c) "a Cannabis Retail Service shall be allowed to sell non-regulated goods. A Cannabis Retail Service must comply with section. 17(1) of the Federal *Cannabis Act* when selling goods that promote cannabis."
- 4.12 Insert "personal service establishment" in S. 12.1.1 as a permitted use.
- 4.13 Repeal S. 12.2 and replace with the following: S. 12.2 "The purpose of the C2 zone is to permit a wide range of commercial uses that provide service to local industry and/or highway tourism and service needs. Small-scale residential uses in this zone are permitted, though the area remains predominately a service commercial zone."
- 4.14 Update Table 12-1 as follows: Repeal the line "minimum building height: 13.72m/45ft" and replace with "maximum building height: 13.72m/45ft".
- 4.15 Update Table 12-3 as follows: Repeal the line "minimum building height: 13.72m/45ft" and replace with "maximum building height: 13.72m/45ft".
- 4.16 Update Table 12-3 as follows: Repeal the line "minimum setback of buildings from front parcel line: 15.24m/50ft" and replace with "minimum setback of buildings from front parcel line: 6.10m/20ft".
- 4.17 Repeal S. 16.4.1 and replace with the following: S. 16.4.1 "If the corrective measures described in a notice of offence order issued pursuant to section. 16.3 are not completed



Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

within the specified time, the person to whom the order was issued may be issued an offence ticket by a development officer".

- 4.18 Repeal S. 16.4.3.
- 4.19 Insert the following clause: S. 16.4.5 "for greater certainty, a person found to be in contravention of this bylaw on an ongoing basis may be fined for each day the contravention continues, as per section 340 of the Yukon *Municipal Act.*"
- 4.20 Repeal S. 16.5 and 16.6 and replace with the following:
 - S. 16.5 "Summary Conviction Penalties
 - .1 A person who fails or refuses to comply with an offence ticket is liable to sanctions as described in section 343 of the Yukon Municipal Act.
 - .2 In addition to the penalties provided for under section 16.4 of this bylaw, a person convicted of an offence pursuant to section 16.2, may be ordered to remove such development and reclaim the site at that person's own expense.
 - .3 Should any person owning or occupying real property within the City refuse or neglect to pay any penalties that have been levied pursuant to this bylaw, the development officer may inform such person in default that the charges shall be added to, and shall form part of, the taxes payable in respect of that real property as taxes in arrears if unpaid on December 31 of the same year.
 - .4 When a development officer has issued a ticket under section 16.4 that results in a summary conviction, the development officer shall report this information to Council."
- 4.21 Insert the following clause: S. 17.2.3 (VII) "development assessment documentation as detailed in section. 4.3 Development Permit Applications."

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.



Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	November 20, 2019
PUBLIC HEARING	February 12, 2020
SECOND	February 12, 2020
THIRD and FINAL	

Wayne Potoroka, Mayor Presiding Officer Cory Bellmore, CAO Chief Administrative Officer



Zoning Bylaw Amendment No. 5 Bylaw

Bylaw No. 2019-15

8.00 Appendices

Appendix 1. Amendments to Schedule C

