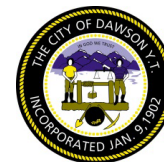


THE CITY OF DAWSON

Box 308 Dawson City, YT Y0B 1G0
PH: 867-993-7400 FAX: 867-993-7434
www.cityofdawson.ca



NOTICE OF SPECIAL COUNCIL MEETING #C24-03

This is to inform you a special meeting of City Council will be held as follows:

DATE OF MEETING: TUESDAY, FEBRUARY 6, 2024
PLACE OF MEETING: COUNCIL CHAMBERS, CITY OFFICE

TIME OF MEETING: 7:00 PM

PURPOSE OF MEETING:

1. Appointment of Heritage Advisory Committee (HAC) Member

Date Meeting Requested: February 2, 2024
Meeting Requested By: William Kendrick, Mayor

CAO, David Henderson

February 2, 2024
Date

Join Zoom Meeting

<https://us02web.zoom.us/j/89422479123?pwd=Q0ppeGpUajEwWlFadW0rQmxycmJudz09>

Meeting ID: 894 2247 9123

Passcode: 604487

REQUEST FOR SPECIAL COUNCIL MEETING #C24-03

As per Municipal Act Section 184, Special Meetings must be requested in writing by either:

- a) Mayor
- b) Two Councillors

Date of Request: February 2, 2024
Special Council Meeting request by: William Kendrick, Mayor

Mayor, William Kendrick

February 2, 2024
Date



City of Dawson

Report to Council

Agenda Item	Heritage Advisory Committee Appointments
Prepared By	Planning and Development
Meeting Date	February 6, 2024
References (Bylaws, Policy, Leg.)	Heritage Bylaw
Attachments	

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

1. That Council appoint Aaron Woroniuk to the Heritage Advisory Committee with terms ending September 30, 2025.
2. That, following consideration of S.5.02 of the Heritage Bylaw, Council appoint Kate Serre de St. Jean to the Heritage Advisory Committee with terms ending September 30, 2025.

Executive Summary

There are currently three open seats on the Heritage Advisory Committee. As per S. 4.01 of the Heritage Bylaw "Council shall, by resolution, appoint a minimum of three and a maximum of five voting members to the Heritage Advisory Committee".

Background

The City of Dawson has received two written self nominations by Aaron Woroniuk and Kate Serre de St. Jean. Kate is a City employee.

Discussion / Analysis

Currently, HAC has only two voting members:

1. Megan Gamble - appointed September 21st 2022 to September 30th 2024
2. Mike Ellis - appointed March 29th 2023 to September 30th 2024

S. 5.02 of the Heritage Bylaw states that "HAC and its members shall not represent the City of Dawson in a formal or informal capacity unless requested and/or approved by council." Kate Serre de St. Jean serves as a Finance Officer for the City of Dawson. However, she does not have access to Planning files. If Council decides to appoint Kate to the Committee, Planning staff will ensure that she only receives the same information as other HAC members regarding planning applications.

Self nomination letter from Aaron Woroniuk:

I'm interested in applying for a position on the Heritage Advisory Committee ("HAC").

I've lived in Dawson for about twenty years and have an interest in heritage, building science and construction.

Ive worked in various fields and at the usual gamut of Dawson employers that bring me a wealth of knowledge useful for this role: Tr'ondëk Hwëch'in H&I dept; Diamond Tooth Gerties Maintenance; tourism; landscaping; mineral exploration; construction; information technology; GIS and cartography.

My past work relevant to the HAC includes Executive summaries, briefing notes for elected officials, policy development, heritage artefact databases, asset management programs, process mapping, historically appropriate planning/design/drawings and permitting.

I'm currently the vice-president of the Industrial Arts and Technology Society of the Yukon ("IATSY"), and in the board of the Dawson Makers Community Association ("DMCA").

Im familiar with the OCP, Zoning and heritage bylaws, permitting, budgeting, processes and organizational structure of the City of Dawson and it's departments, and how that flows from the Municipal Act. I'm also familiar with Parks Canada's role and the KNHS and related complexes and assets.

Thank you for your consideration for a position on the Heritage Advisory Committee.

Self nomination letter from Kate Serre de St. Jean:

- *Previous homeowner in Yellowknife, NWT.*
- *NAIT (Northern Alberta Institute of Technology) Grad 2006 – Architectural Technologies*
- *Work experience in a Structural Engineering firm in Edmonton, Walters Chambers and Associates Ltd for 15 years. Both Principle Partners, Dick Walters and Don Chambers were recipients of Alberta’s Lieutenant Governor’s Award for Excellence for their contributions in the field of Structural Engineering.*
- *Experience getting a home listed and protected in Calgary. Bronze plaque included from the Calgary Historical Society.*

Fiscal Impact

Voting members of the Heritage Advisory Committee will be compensated with a monthly honorarium of \$200.

Alternatives Considered

That Council refrain from appointing Kate Serre de St. Jean to the Heritage Advisory Committee, taking into account the provisions outlined in Section 5.02 of the Heritage Bylaw.

Next Steps

Planning will inform applicants of the Council's decision.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	02-Feb-2024