



# THE CITY OF DAWSON

## COUNCIL MEETING #C19-17

### AGENDA

MONDAY, SEPTEMBER 9, 2019

7:00 p.m.

Council Chambers, City of Dawson Office

1. **CALL TO ORDER**
2. **ADOPTION OF THE AGENDA**
  - a) Council Meeting Agenda #C19-17
3. **PUBLIC HEARING**
4. **DELEGATIONS AND GUESTS**
  - a) Jorn Meier, Project Manager, Parks Canada  
RE: Klondike Adaptive Realty Project and Adaptive Reuse of Heritage Buildings Workshop
5. **BUSINESS ARISING FROM DELEGATIONS**
6. **ADOPTION OF THE MINUTES**
  - a) Council Meeting Minutes #C19-16 of August 12, 2019
7. **BUSINESS ARISING FROM MINUTES**
  - a) Council Meeting Minutes #C19-16 of August 12, 2019
8. **FINANCIAL AND BUDGET REPORTS**
  - a) Variance Report for the period ending July 31, 2019
  - b) 2019 Accounts Payable Report #19-15 RE: Cheques #54047 – 54104
  - c) 2019 Accounts Payable Report #19-16 RE: Cheques #54105 – 54139
  - d) 2019 Accounts Payable Report #19-17 RE: Cheques #54140 – 54199
9. **SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
  - a) Request for Direction RE: Playground Resurfacing
  - b) Request for Decision RE: Block 5, Days Addition Alley: Request to Purchase
  - c) Request for Decision RE: Lot 40, Dome Subdivision Expired Agreement
  - d) Request for Council Input RE: Association of Yukon Communities September Board Meeting
10. **BYLAWS AND POLICIES**
  - a) *Development Incentives Policy* #2019-02
  - b) *Heritage Bylaw* #2019-04 – Second Reading
  - c) *Zoning Bylaw Amendment No. 3* RE: Cannabis Retail Service Regulations – Second Reading
  - d) *Zoning Bylaw Amendment No. 3* RE: Cannabis Retail Service Regulations – Third and Final Reading
11. **CORRESPONDENCE**
  - a) Minister Frost RE: Requesting Feedback on the Draft of Yukon Parks Strategy
  - b) Minister Streicker RE: Dawson City North End Development
  - c) RCMP, Dawson Detachment, "M" Division – July Policing Report
  - d) L. Knol RE: Bylaw Ticket
  - e) Heritage Advisory Committee Minutes #HAC19-11 & HAC19-12
  - f) Committee of the Whole Minutes #CW19-16, CW19-21, CW19-22
12. **PUBLIC QUESTIONS**
13. **INCAMERA**
14. **ADJOURNMENT**

**MINUTES OF COUNCIL MEETING #C19-16** of the council of the City of Dawson held on Monday, August 12, 2019 at 7 p.m. in the City of Dawson Council Chambers.

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<b>PRESENT:</b>	Mayor Councillor Councillor Councillor	Wayne Potoroka Natasha Ayoub Stephen Johnson Bill Kendrick
<b>REGRETS:</b>	Councillor	Molly Shore
<b>ALSO PRESENT:</b>	A/CAO A/EA CDO	Mark Dauphinee Amanda King Clarissa Huffman

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**Agenda Item:** Call to Order

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The Chair, Mayor Potoroka called council meeting #C19-16 to order at 7:00 p.m.

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**Agenda Item:** Agenda

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- C19-16-01** Moved by Mayor Potoroka, seconded by Councillor Johnson that council accepts Byrun Shandler as a delegate and the Revised Audited Financial Statements for the Year Ended December 31, 2019 as time sensitive items pursuant to bylaw #11-12 being the Council Proceedings Bylaw; and adds these items to the agenda.  
Motion Carried 4-0
- C19-16-02** Moved by Councillor Johnson, seconded by Councillor Kendrick that the agenda for council meeting # C19-16 of August 12, 2019 be adopted as amended.  
Motion Carried 4-0
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**Agenda Item:** Delegations

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- C19-16-03** Moved by Councillor Johnson, seconded by Mayor Potoroka that council move into the committee of the whole for the purposes of hearing delegations.  
Motion Carried 4-0

a) Byrun Shandler RE: Turner Street Dig – Impacts on Restaurant Business

Byrun Shandler was present on behalf of a relative of the Gold Village Restaurant to discuss his thoughts and concerns for the restaurant owners regarding the water and sewer upgrades and the financial impact this may have had on the restaurant. He wondered if enough communication was made with the owners about the length of time to finish the work and that they should be compensated for any income loss.

b) Dawn Kisoun, Dawson City Slo-Pitch Association RE: Request for Permanent Fence at Minto Park.

Dawn Kisoun made a request to Council to have permanent fencing for the beer garden at Minto Park as it was hard for her to erect the temporary fencing each year for the slo-pitch tournament. She would also like to see the trees removed for the sizing of ballfield. Ms Kisoun also asked Council why Barry Fargey's sweater wasn't a permanent fixture in the Minto Park Concession building.

c) Evelyn Pollock RE: Klondike Development Organization RE: Annual Report

Evelyn Pollock presented Council with the Annual Report for the Klondike Development Organization. This included the projects:

- Heritage Building Reclamation Feasibility
- Social Enterprise Feasibility RE Solar Energy
- Dawson Community Investment Cooperative Support
- Summer Worker Housing Feasibility
- Dome Project
- Financial Statements

**C19-16-04** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with the agenda.  
Motion Carried 4-0

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**Agenda Item: Business Arising from Delegations**

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- a) Council directed Administration to provide an update regarding communications from the Project Manager.
- b) Council requested the A/CAO obtain feedback from the Recreation Manager regarding the fence and for the outcome of the discussion at the Recreation Board meeting regarding Barry Fargey.

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**Agenda Item: Adoption of the Minutes**

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- a) Council Meeting Minutes #C19-15 of July 29, 2019

**C19-16-05** Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of council meeting #C19-15 of July 29, 2019 be approved as presented.  
Motion Carried 4-0

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**Agenda Item: Business Arising from Minutes**

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Council requested updates in regards to the following items:

- Letter regarding preferred method of disposition for Sidhu Trucking application.
- *Liquor Act*
- Catering costs for the Seedy Saturday course
- Solid Waste Management meeting date
- Dome Road garbage bin overflow and responsibility

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**Agenda Item: Financial and Budget Reports**

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Council informed the A/CAO that they had emailed the CAO with questions regarding the cheque runs.

- a) 2019 Accounts Payable Report #19-13 RE: Cheque Run #53838 - 53983

- C19-16-06** Moved by Mayor Potoroka, seconded by Councillor Ayoub that council acknowledge receipt of the Accounts Payable Report #19-13 RE: Cheques #53838 - 53983; provided for informational purposes.  
Motion Carried 4-0

- b) 2019 Accounts Payable Report #19-14 RE: Cheque Run #53984 – 54046

Further information	Cheque #	Vendor Name
Description to be corrected from "AYC" to "FCM".	53988	Stephen Johnson
Additional help provided to assist the installation of City Dock	53997	Klondike Spirit Tours

- C19-16-07** Moved by Councillor Johnson, seconded by Councillor Ayoub that council acknowledge receipt of the Accounts Payable Report #19-07 RE: Cheques #53984 - 54046; provided for informational purposes.  
Motion Carried 4-0

- c) Revised Audited Financial Statements for the Year Ended December 31, 2018

- C19-16-08** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council acknowledge receipt of the revised Audited Financial Statements for the Year Ended December 31, 2018; and that council accepts the Audited Financial Statements for the Year Ended December 31, 2018 as presented.  
Motion Carried 4-0

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**Agenda Item:** Special Meeting, Committee, and Departmental Reports

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- a) Request for Decision RE: Public Works Plow Truck Award

Council asked if the replaced vehicle would be auctioned off and were informed it would be.

- C19-16-09** Moved by Councillor Johnson, seconded by Councillor Kendrick that council award the purchase of a 2019 For F350 4X4 to Whitehorse Motors for \$43,779.99 (plus GST) as per their submitted bid.  
Motion Carried 4-0

- b) Request for Decision RE: Climate Change Integrated Strategy

- C19-16-10** Moved by Councillor Kendrick, seconded by Councillor Ayoub that council directs administration to share the contents of the Request for Decision RE: Climate Change Integrated Strategy with the Integrated Strategy project team indicating a preliminary list of action items Council is interested in seeing presented in the strategy.

- C19-16-11** Moved by Mayor Potoroka, seconded by Councillor Kendrick that 'walking and active transportation and' after 'encouraged' be added to 3.C.  
Main Motion Carried 4-0

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**Agenda Item: Correspondence**

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- C19-16-12** Moved by Councillor Kendrick, seconded by Councillor Johnson that council acknowledge receipt of the following correspondence:
- Debbie Nagano and Art Webster, Dawson Regional Planning Commission RE: Dawson Regional Land Use Planning Process Resumes
  - Dredge Pond Subdivision Residents RE: Tax Rate Bylaw and Rural Services
  - Heritage Advisory Committee Minutes #HAC19-09 & HAC19-10
  - Committee of the Whole Minutes #CW19-17, CW19-18, CW19-19 & CW19-20
- For informational purposes.  
Motion Carried 4-0

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**Agenda Item: Public Questions**

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- C19-16-13** Moved by Councillor Kendrick, seconded by Mayor Potoroka that council move to committee of the whole for the purposes of hearing public questions.  
Motion Carried 4-0

Dan Davidson asked if the City should encourage the Dawson Regional Planning Commission to have an office in Dawson. Council informed Mr Davidson that this was something that the commission wanted but that adequate office space was not available.

- C19-16-14** Moved by Mayor Potoroka, seconded by Councillor Ayoub that committee of the whole revert to council to proceed with agenda.  
Motion Carried 4-0

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**Agenda Item: Adjournment**

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- C19-16-15** Moved by Mayor Potoroka, seconded by Councillor Ayoub that council meeting #C19-16 be adjourned at 9:07pm with the next regular meeting of council being September 9, 2019.  
Motion Carried 4-0

**THE MINUTES OF COUNCIL MEETING C19-16 WERE APPROVED BY COUNCIL RESOLUTION #C19-\_\_-\_\_ AT COUNCIL MEETING #C19-\_\_ OF SEPTEMBER 9, 2019.**

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Wayne Potoroka, Mayor

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Mark Dauphinee, A/CAO

## CITY OF DAWSON

For the Seven Months Ending Wednesday, July 31, 2019

**CITY OF DAWSON**  
**Summary Variance Report**
**GENERAL MUNI**

Revenues	\$5,698,369	\$5,457,250	\$241,119	4.42%
Expenses	693,008	1,603,257	(910,249)	(56.77%)
Cost Recapture		57,782	(57,782)	(100.00%)
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>5,005,361</b>	<b>3,911,775</b>	<b>1,093,586</b>	<b>27.96%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>GEN MUNI OPERATING (SURPLUS)/DEFICIT</b>	<b>5,005,361</b>	<b>3,911,775</b>	<b>1,093,586</b>	<b>27.96%</b>

**CABLE**

Revenues	166,841	276,270	(109,429)	60.39%
Expenses	155,727	257,760	(102,033)	60.42%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>11,114</b>	<b>18,510</b>	<b>(7,396)</b>	<b>60.04%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>CABLE OPERATING (SURPLUS)/DEFICIT</b>	<b>11,114</b>	<b>18,510</b>	<b>(7,396)</b>	<b>60.04%</b>

**PROTECTIVE SERVICES**

Revenues	57,405	84,329	(26,924)	68.07%
Expenses	187,016	584,036	(397,020)	32.02%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>(129,611)</b>	<b>(499,707)</b>	<b>370,097</b>	<b>25.94%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>PS OPERATING (SURPLUS)/DEFICIT</b>	<b>(129,611)</b>	<b>(499,707)</b>	<b>370,097</b>	<b>25.94%</b>

**PUBLIC WORKS**

Revenues	239,270	1,935,611	(1,696,341)	12.36%
Expenses	1,728,105	3,348,063	(1,619,958)	51.62%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>(1,488,835)</b>	<b>(1,412,452)</b>	<b>(76,383)</b>	<b>105.41%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>PW OPERATING (SURPLUS)/DEFICIT</b>	<b>(1,488,835)</b>	<b>(1,412,452)</b>	<b>(76,383)</b>	<b>105.41%</b>

**CEMETERY**

Revenues	1,200	3,000	(1,800)	40.00%
Expenses	639	15,000	(14,361)	4.26%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>561</b>	<b>(12,000)</b>	<b>12,561</b>	<b>(4.67%)</b>
Reserve Transfers in				
Reserve Transfers out				
<b>CEMETERY OPERATING (SURPLUS)/DEFICIT</b>	<b>561</b>	<b>(12,000)</b>	<b>12,561</b>	<b>(4.67%)</b>

**PLANNING & DEVELOPMENT**

Revenues	17,778	75,810	(58,032)	23.45%
Expenses	126,514	353,666	(227,152)	35.77%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>(108,736)</b>	<b>(277,856)</b>	<b>169,120</b>	<b>39.13%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>P&amp;D OPERATING (SURPLUS)/DEFICIT</b>	<b>(108,736)</b>	<b>(277,856)</b>	<b>169,120</b>	<b>39.13%</b>

**RECREATION**

Revenues	9,633	260,268	(250,635)	3.70%
Expenses	903,777	1,935,548	(1,031,771)	46.69%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>(894,144)</b>	<b>(1,675,280)</b>	<b>781,136</b>	<b>53.37%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>REC OPERATING (SURPLUS)/DEFICIT</b>	<b>(894,144)</b>	<b>(1,675,280)</b>	<b>781,136</b>	<b>53.37%</b>

**SUMMARY**

Total Revenues	5,346,142	8,092,538	(2,746,395)	66.06%
Total Expenditures	3,794,786	8,097,330	(4,302,544)	46.86%
Total Cost Recapture		57,782	(57,782)	0.00%
<b>OPERATING (SURPLUS)/DEFICIT BEFORE RESERVE TRANSFERS</b>	<b>1,551,356</b>	<b>(62,574)</b>	<b>1,613,930</b>	<b>(2479.22%)</b>
Total Reserve Transfers In				
Total Reserve Transfers Out				
<b>CITY OF DAWSON OPERATING (SURPLUS)/DEFICIT</b>	<b>1,551,356</b>	<b>(62,574)</b>	<b>1,613,930</b>	<b>(2479.22%)</b>

**AMORTIZATION**

<b>NET (SURPLUS)/DEFICIT</b>	<b>1,551,356</b>	<b>(62,574)</b>	<b>1,613,930</b>	<b>(2479.22%)</b>
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**NON-OPERATING EXPENSES:**

Principal repayment of long-term debt

<b>NET CASH (SURPLUS)/DEFICIT</b>	<b>1,551,356</b>	<b>(62,574)</b>	<b>1,613,930</b>	<b>(2479.22%)</b>
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## CITY OF DAWSON

For the Seven Months Ending Wednesday, July 31, 2019

	Actual	Budget	Variance	%
<b>GENERAL MUNICIPALITY</b>				
<b>Variance Report by Sub Department</b>				
<b>REVENUES</b>				
General Taxation	(\$2,080,048)	(\$2,084,900)	\$4,852	(0.23%)
Grants in Lieu of Taxes	(1,220,079)	(964,919)	(\$255,160)	26.44%
Grants	(2,308,714)	(2,282,153)	(26,561)	101.16%
Penalties & Interest	(17,157)	(36,717)	19,560	46.73%
Other Revenue	(8,349)	(17,200)	8,851	48.54%
Sale of Services	(64,022)	(71,360)	7,338	89.72%
Special Projects/Events				
<b>TOTAL REVENUES</b>	<b>(5,698,369)</b>	<b>(5,457,249)</b>	<b>(241,120)</b>	<b>4.42%</b>
<b>EXPENDITURES</b>				
Mayor and Council	99,922	138,906	(38,983)	71.94%
Elections/Referendums	2,408		2,408	0.00%
Grants/Subsidies	66,952	161,380	(94,428)	41.49%
Administration	489,316	1,168,293	(678,977)	41.88%
Other Property Expenses	20,639	42,632	(21,993)	48.41%
Computer Information Systems	13,772	55,500	(41,728)	24.81%
Communications		2,282	(2,282)	0.00%
Municipal Health & Safety Program		14,266	(14,266)	0.00%
Special Projects/Events		20,000	(20,000)	0.00%
<b>TOTAL EXPENDITURES</b>	<b>693,009</b>	<b>1,603,259</b>	<b>(910,249)</b>	<b>43.23%</b>
<b>OPERATING SURPLUS/DEFICIT BEFORE RESERVE TRANSFERS</b>	<b>(5,005,360)</b>	<b>(3,853,990)</b>	<b>(1,151,369)</b>	<b>29.87%</b>
<b>RESERVE TRANSFERS</b>				
<b>Transfers In</b>				
Administration				
<b>Transfers Out</b>				
Mayor and Council				
Elections/Referendums				
Grants/Subsidies				
Administration				
Other Property Expenses				
Computer Information Systems				
Communications				
Municipal Health & Safety Program				
Special Projects/Events				
<b>TOTAL RESERVE TRANSFERS</b>				<b>0.00%</b>
<b>COST RECOVERY</b>				
Computer Information Systems		(55,500)	55,500	0.00%
Communications		(2,282)	2,282	0.00%
<b>TOTAL COST RECOVERY</b>		<b>(57,782)</b>	<b>57,782</b>	<b>0.00%</b>
<b>OPERATING SURPLUS/DEFICIT</b>	<b>(5,005,360)</b>	<b>(3,911,772)</b>	<b>(249,233)</b>	<b>6.37%</b>
AMORTIZATION				
<u>NET SURPLUS/DEFICIT</u>	<u>(5,005,360)</u>	<u>(3,911,772)</u>	<u>(249,233)</u>	<u>106.37%</u>
<b>Computer Systems Reconciliation</b>				
Expenses	13,772	55,500	(41,728)	24.81%
Transfer to Replacement Reserve				
Cost Recovery		(55,500)	55,500	0.00%
<b>Total</b>	<b>13,772</b>		<b>13,772</b>	<b>0.00%</b>
<b>Communications Reconciliation</b>				
Expenses		2,282	(2,282)	0.00%
Transfer to Replacement Reserve				
Cost Recovery		(2,282)	2,282	0.00%
<b>Total</b>				<b>0.00%</b>

CITY OF DAWSON

For the Seven Months Ending Wednesday, July 31, 2019

	Actual	Budget	Variance	%
<b>CABLE</b>				
<b>Variance Report by Sub Department</b>				
<b><u>CABLE</u></b>				
Revenues	(\$166,841)	(\$276,270)	\$109,429	60.39%
Expenses	155,727	257,760	(102,033)	60.42%
Amortization				
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>(11,114)</b>	<b>(18,510)</b>	<b>7,396</b>	<b>60.04%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>CABLE OPERATING SUPLUS/DEFICIT</b>	<b>(11,114)</b>	<b>(18,510)</b>	<b>7,396</b>	<b>60.04%</b>



## CITY OF DAWSON

For the Seven Months Ending Wednesday, July 31, 2019

	Actual	Budget	Variance	%
<b>PROTECTIVE SERVICES</b>				
<b>Variance Report by Sub Department</b>				
<b><u>FIRE PROTECTION</u></b>				
Revenues	(\$56,690)	(\$80,329)	\$23,639	70.57%
Expenses	129,508	429,910	(300,403)	30.12%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>72,818</b>	<b>349,581</b>	<b>(276,764)</b>	<b>20.83%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>FIRE OPERATING SUPLUS/DEFICIT</b>	<b>72,818</b>	<b>349,581</b>	<b>(276,764)</b>	<b>20.83%</b>
<b><u>EMERGENCY MEASURES</u></b>				
Revenues				
Expenses	5,821	30,125	(24,304)	19.32%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>5,821</b>	<b>30,125</b>	<b>(24,304)</b>	<b>19.32%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>EMO OPERATING SUPLUS/DEFICIT</b>	<b>5,821</b>	<b>30,125</b>	<b>(24,304)</b>	<b>19.32%</b>
<b><u>BYLAW ENFORCEMENT</u></b>				
Revenues	(715)	(4,000)	3,285	17.88%
Expenses	51,687	124,000	(72,313)	41.68%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>50,972</b>	<b>120,000</b>	<b>(69,028)</b>	<b>42.48%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>BYLAW OPERATING SUPLUS/DEFICIT</b>	<b>50,972</b>	<b>120,000</b>	<b>(69,028)</b>	<b>42.48%</b>
<b><u>SUMMARY</u></b>				
Total Revenues	(57,405)	(84,329)	26,924	68.07%
Total Expenses	187,016	584,036	(397,020)	32.02%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>129,611</b>	<b>499,707</b>	<b>(370,097)</b>	<b>25.94%</b>
Total Reserve Transfers in				
Total Reserve Transfers out				
<b>PS OPERATING SUPLUS/DEFICIT</b>	<b>129,611</b>	<b>499,707</b>	<b>(370,097)</b>	<b>25.94%</b>
<b>AMORTIZATION</b>				
<b>NET SURPLUS/DEFICIT</b>	<b>129,611</b>	<b>499,707</b>	<b>(370,097)</b>	<b>25.94%</b>

## CITY OF DAWSON

For the Seven Months Ending Wednesday, July 31, 2019

	Actual	Budget	Variance	%
<b>PUBLIC WORKS</b>				
<b>Variance Report by Sub Department</b>				
<b><u>ENVIRONMENTAL USE AND PORTECTION</u></b>				
<b>WATER SERVICE</b>				
Revenues	(\$72,065)	(\$804,111)	\$732,046	8.96%
Expenses	536,738	1,062,549	(525,811)	50.51%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>464,673</b>	<b>258,438</b>	<b>206,235</b>	<b>179.80%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>WATER SUPLUS/DEFICIT</b>	<b>464,673</b>	<b>258,438</b>	<b>206,235</b>	<b>179.80%</b>
<b>SEWER SERVICE</b>				
Revenues	(52,770)	(637,856)	585,087	8.27%
Expenses	157,438	315,586	(158,148)	49.89%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>104,668</b>	<b>(322,270)</b>	<b>426,939</b>	<b>(32.48%)</b>
Reserve Transfers in				
Reserve Transfers out				
<b>SEWER OPERATING SUPLUS/DEFICIT</b>	<b>104,668</b>	<b>(322,270)</b>	<b>426,939</b>	<b>(32.48%)</b>
<b>WASTE MANAGEMENT</b>				
Revenues	(16,375)	(314,388)	298,013	5.21%
Expenses	199,207	403,012	(203,804)	49.43%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>182,832</b>	<b>88,624</b>	<b>94,209</b>	<b>206.30%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>WASTE MGMT OPERATING SUPLUS/DEFICIT</b>	<b>182,832</b>	<b>88,624</b>	<b>94,209</b>	<b>206.30%</b>
<b>WASTE WATER TREATMENT PLANT</b>				
Expenses	108,871	210,000	(101,129)	51.84%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>108,871</b>	<b>210,000</b>	<b>(101,129)</b>	<b>51.84%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>WWTP OPERATING SUPLUS/DEFICIT</b>	<b>108,871</b>	<b>210,000</b>	<b>(101,129)</b>	<b>51.84%</b>
<b>OTHER</b>				
Revenues	(94,301)	(179,256)	84,955	52.61%
Expenses	232,757	474,824	(242,067)	49.02%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>182,832</b>	<b>88,624</b>	<b>94,209</b>	<b>206.30%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>WASTE MGMT OPERATING SUPLUS/DEFICIT</b>	<b>182,832</b>	<b>88,624</b>	<b>94,209</b>	<b>206.30%</b>
<b><u>TOTAL ENVIRONMENTAL USE AND PROTECTION</u></b>	<b><u>1,043,876</u></b>	<b><u>323,416</u></b>	<b><u>720,463</u></b>	<b><u>322.77%</u></b>
<b><u>TRANSPORTATION</u></b>				
<b>ROADS - SUMMER</b>				
Expenses	45,727	150,350	(104,623)	30.41%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>45,727</b>	<b>150,350</b>	<b>(104,623)</b>	<b>30.41%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>ROADS - SUMMER SUPLUS/DEFICIT</b>	<b>45,727</b>	<b>150,350</b>	<b>(104,623)</b>	<b>30.41%</b>
<b>ROADS - WINTER</b>				
Expenses	137,849	256,773	(118,924)	53.69%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>137,849</b>	<b>256,773</b>	<b>(118,924)</b>	<b>53.69%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>ROADS - WINTER SUPLUS/DEFICIT</b>	<b>137,849</b>	<b>256,773</b>	<b>(118,924)</b>	<b>53.69%</b>
<b>SIDEWALKS</b>				
Expenses	23,265	63,237	(39,972)	36.79%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>23,265</b>	<b>63,237</b>	<b>(39,972)</b>	<b>36.79%</b>

	Actual	Budget	Variance	%
Reserve Transfers in				
Reserve Transfers out				
<b>SIDEWALKS SUPLUS/DEFICIT</b>				<b>0.00%</b>
<b>FLOATING DOCK</b>				
Expenses	6,738	17,506	(10,769)	38.49%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>6,738</b>	<b>17,506</b>	<b>(10,769)</b>	<b>38.49%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>SIDEWALKS SUPLUS/DEFICIT</b>	<b>6,738</b>	<b>17,506</b>	<b>(10,769)</b>	<b>38.49%</b>
<b>SURFACE DRAINAGE</b>				
Expenses	36,996	97,040	(60,045)	38.12%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>36,996</b>	<b>97,040</b>	<b>(60,045)</b>	<b>38.12%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>SURFACE DRAINAGE SUPLUS/DEFICIT</b>	<b>36,996</b>	<b>97,040</b>	<b>(60,045)</b>	<b>38.12%</b>
<b><u>TOTAL ENVIRONMENTAL USE AND PROTECTION</u></b>	<b><u>227,310</u></b>	<b><u>521,669</u></b>	<b><u>(294,360)</u></b>	<b><u>43.57%</u></b>
<b>COMMON</b>				
Expenses	242,519	297,186	(54,667)	81.61%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>108,871</b>	<b>210,000</b>	<b>(101,129)</b>	<b>51.84%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>COMMON OPERATING SUPLUS/DEFICIT</b>	<b>108,871</b>	<b>210,000</b>	<b>(101,129)</b>	<b>51.84%</b>
<b><u>SUMMARY</u></b>				
Total Revenues	(239,270)	(1,935,611)	1,696,341	12.36%
Total Expenses	1,728,105	3,348,063	(1,619,958)	51.62%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>1,488,835</b>	<b>1,412,452</b>	<b>76,383</b>	<b>105.41%</b>
Total Reserve Transfers in				
Total Reserve Trasnfers out				
<b><u>PW OPERATING SUPLUS/DEFICIT</u></b>	<b><u>1,488,835</u></b>	<b><u>1,412,452</u></b>	<b><u>76,383</u></b>	<b><u>105.41%</u></b>
<b>AMORTIZATION</b>				
<b><u>NET SURPLUS/DEFICIT</u></b>	<b><u>1,488,835</u></b>	<b><u>1,412,452</u></b>	<b><u>76,383</u></b>	<b><u>105.41%</u></b>

CITY OF DAWSON

For the Seven Months Ending Wednesday, July 31, 2019

	Actual	Budget	Variance	%
<b>CEMETERY</b>				
<b>Variance Report by Sub Department</b>				
<b><u>CEMETERY PLOTS</u></b>				
Revenues	(\$1,200)	(\$3,000)	\$1,800	40.00%
Expenses	639	15,000	(14,361)	4.26%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>(561)</b>	<b>12,000</b>	<b>(12,561)</b>	<b>(4.67%)</b>
Reserve Transfers in				
Reserve Transfers out				
<b>CABLE OPERATING SUPLUS/DEFICIT</b>	<b>(561)</b>	<b>12,000</b>	<b>(12,561)</b>	<b>(4.67%)</b>

CITY OF DAWSON

For the Seven Months Ending Wednesday, July 31, 2019

	Actual	Budget	Variance	%
<b>PLANNING &amp; DEVELOPMENT</b>				
<b>Variance Report by Sub Department</b>				
<b><u>PLANNING</u></b>				
Revenues	(\$17,778)	(\$75,810)	\$58,032	23.45%
Expenses	126,514	353,666	(227,152)	35.77%
<b>Operating Suplus/Deficit Before Reserve Transfers</b>	<b>108,736</b>	<b>277,856</b>	<b>(169,120)</b>	<b>39.13%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>CABLE OPERATING SUPLUS/DEFICIT</b>	<b>108,736</b>	<b>277,856</b>	<b>(169,120)</b>	<b>39.13%</b>

## CITY OF DAWSON

For the Seven Months Ending Wednesday, July 31, 2019

	Actual	Budget	Variance	%
<b>RECREATION</b>				
<b>Variance Report by Sub Department</b>				
<b><u>PROGRAMS &amp; EVENTS</u></b>				
Revenues	(\$1,170)	(\$62,100)	\$60,930	1.88%
Expenses	128,110	279,740	(151,631)	45.80%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>126,940</b>	<b>217,640</b>	<b>(90,701)</b>	<b>58.33%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>PROGRAMS &amp; EVENTS (SURPLUS)/DEFICIT</b>	<b>126,940</b>	<b>217,640</b>	<b>(90,701)</b>	<b>58.33%</b>
<b><u>ART &amp; MARGARET FRY REC CENTRE</u></b>				
Revenues	(2,284)	(54,350)	52,066	4.20%
Expenses	304,041	561,769	(257,728)	54.12%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>301,757</b>	<b>507,419</b>	<b>(205,662)</b>	<b>59.47%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>AMFRC OPERATING SURPLUS/DEFICIT</b>	<b>301,757</b>	<b>507,419</b>	<b>(205,662)</b>	<b>59.47%</b>
<b><u>WATERFRONT BUILDING</u></b>				
Revenues		(47,000)	47,000	0.00%
Expenses	32,610	63,823	(31,213)	51.09%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>32,610</b>	<b>16,823</b>	<b>15,787</b>	<b>193.84%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>WATERFRONT OPERATING SURPLUS/DEFICIT</b>	<b>32,610</b>	<b>16,823</b>	<b>15,787</b>	<b>193.84%</b>
<b><u>COMMON</u></b>				
Revenues	(4,129)	(39,868)	35,739	10.36%
Expenses	214,292	408,312	(194,019)	52.48%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>210,163</b>	<b>368,444</b>	<b>(158,280)</b>	<b>57.04%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>COMMON OPERATING SUPLUS/DEFICIT</b>	<b>210,163</b>	<b>368,444</b>	<b>(158,280)</b>	<b>57.04%</b>
<b><u>POOL</u></b>				
Revenues		(32,450)	32,450	0.00%
Expenses	109,293	289,150	(179,857)	37.80%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>109,293</b>	<b>256,700</b>	<b>(147,407)</b>	<b>42.58%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>POOL OPERATING SURPLUS/DEFICIT</b>	<b>109,293</b>	<b>256,700</b>	<b>(147,407)</b>	<b>42.58%</b>
<b><u>GREENSPACE &amp; PARKS</u></b>				
Revenues	(1,200)	(24,500)	23,300	4.90%
Expenses	115,431	332,755	(217,324)	34.69%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>114,231</b>	<b>308,255</b>	<b>(194,024)</b>	<b>37.06%</b>
Reserve Transfers in				
Reserve Transfers out				
<b>GREENSPACE OPERATING (SURPLUS)/DEFICIT</b>	<b>114,231</b>	<b>308,255</b>	<b>(194,024)</b>	<b>37.06%</b>
<b><u>SUMMARY</u></b>				
Total Revenues	(9,633)	(260,268)	250,635	3.70%
Total Expenses	903,777	1,935,548	(1,031,771)	46.69%
<b>Operating (Surplus)/Deficit Before Reserve Transfers</b>	<b>894,144</b>	<b>1,675,280</b>	<b>(781,136)</b>	<b>53.37%</b>
Total Reserve Transfers in				
Total Reserve Transfers out				
<b>PS OPERATING (SURPLUS)/DEFICIT</b>	<b>894,144</b>	<b>1,675,280</b>	<b>(781,136)</b>	<b>53.37%</b>
<b>AMORTIZATION</b>				
<b>NET (SURPLUS)/DEFICIT</b>	<b>894,144</b>	<b>1,675,280</b>	<b>(781,136)</b>	<b>53.37%</b>

The City of Dawson  
Cheque Run 19-15  
25/07/2019

Cheque Number	Vendor Name	Cheque Amount		Dept.	Detail
54047	Advance North Mechanical	\$399.00		PS	File 2019-048 Camping Violation
54048	AGF Investments Inc.	\$354.00		ADM	RRSP Prog
54049	All-Net.ca Inc.	\$6,294.75		ADM	Website Development Year One
54050	Assante In Trust	\$720.00		ADM	RRSP Prog
54051	Assoc. of Yukon Communities	\$11,747.91	\$11,640.77	M&C	1/2 Membership Dues 2019
			\$107.14	M&C	Insurance
			\$11,747.91		
54052	BMO Nesbitt Burns	\$347.00		ADM	RRSP Prog
54053	Bonanza Market	\$372.74	\$24.99	REC	SuppProg
			\$224.20	REC	SuppProg
			\$123.55	REC	SuppProg
			\$372.74		
54054	Call, Deborah	\$40.00		REC	Fob Security Return
54055	Conservation Klondike Society	\$320.00	\$120.00	ADM	Recycling P-U
			\$120.00	PW	Recycling P-U
			\$80.00	REC	Recycling P-U
			\$320.00		
54056	Dauphinee, Mark	\$255.60		PW	Accomm&Meals MCOSW-Solid Waste Mtgs
54057	Dawson City General Store	\$365.77	\$13.58	REC	ProgSupp
			\$23.98	REC	ProgSupp
			\$68.95	REC	ProgSupp
			\$12.47	REC	ProgSupp-Movie Night
			\$48.82	REC	ProgSupp-Movie Night
			\$21.99	REC	OffSupp
			\$76.76	REC	ProgSupp
			\$26.97	REC	ProgSupp
			\$40.86	REC	ProgSupp
			\$12.90	ADM	OffSupp
			\$18.49	PW	Promo Matl
			\$365.77		
54058	Dawson City Minor Soccer	\$4,413.05		REC	Program-Soccer
54059	Dawson Hardware Ltd	\$4,286.88	\$311.08	Rec	OpSupplies
			\$32.83	REC	NonCap Equip
			\$323.16	PW	BM Tools
			\$85.24	PW	OpSupplies
			\$327.41	PW	OpSupplies
			\$18.88	PW	Safety Supplies
			\$32.57	PW	Tools
			\$45.33	PW	BM Tools
			\$195.08	REC	OpSupplies
			\$32.12	PW	Tools
			\$118.44	PW	OpSupplies
			\$237.09	PW	OpSupplies
			\$17.47	PW	Safety Supplies
			\$25.49	PW	BM Tools
			\$25.28	PW	Bldg R&M
			\$68.02	PW	Safety Supplies
			\$12.29	PW	Bldg R&M
			\$75.75	REC	OpSupplies-Pool
			\$87.32	REC	OpSupplies
			\$108.24	REC	Program Supplies
			\$234.89	PW	OpSupplies
			\$8.94	PW	OpSupplies
			\$11.30	PW	Safety Supplies
			\$19.91	PW	BM Tools
			\$78.28	PW	Shop Tools
			\$78.86	REC	OpSupplies
			\$33.90	PW	BM Tools
			\$94.45	PW	HvyEquip R&M
			\$22.64	REC	Bldg R&M
			\$9.24	REC	Bldg R&M
			\$399.82	REC	OpSupplies
			\$14.25	REC	OpSupplies-Pool
			\$18.95	REC	Bldg R&M
			\$26.45	PW	BM Tools

			\$12.58	REC	Program Supplies
			\$27.18	ADM	6th Ave R&M
			\$35.90	PW	Safety Supplies
			\$31.76	REC	Program Supplies
			\$85.97	PW	Shop Tools
			\$24.56	REC	Op Supplies
			\$7.08	ADM	6th Ave R&M
			\$53.79	PW	OpSupplies
			\$68.50	REC	Program Supplies
			\$194.02	ADM	AdminBldg R&M
			\$129.03	ADM	6th Ave R&M
			\$69.91	REC	Bldg R&M
			\$38.24	REC	Op Supplies
			\$41.26	REC	Bldg R&M
			\$236.13	ADM	6th Ave R&M
			\$4,286.88		
54060	Dawson City Golf Association	\$45,000.00		REC	Operating Lease
54061	Dawson Golf Association	\$225.23		REC	Program-Youth Golf
54062	Edgewater Hotel	\$488.25		REC	Accommodations
54063	Ed Repair & Services	\$66,150.00	\$32,865.00	PW	May Garbage Pick Ups
54063	Ed Repair & Services		\$33,285.00	PW	June Garbage Pick Ups
			\$66,150.00		
54064	Everitt, Chase	\$304.50		REC	Reimb-Safety Gear
54065	Favron Heather	\$450.00		ADM	HOG Reimbursement
54066	Gold Rush Inn	\$2,051.70	\$371.70	PW	Accomm-Dauphinee
			\$840.00	PW	Accomm-Machell
			\$840.00	PW	Accomm-Zarowny
			\$2,051.70		
54067	Grenon Enterprises Ltd.	\$6,399.75		PW	Civil Works-June 1-8
54068	Groundswell Industries Inc.	\$23,352.40		REC	Contract-Dawson Trails Phase 2
54069	Hawkins, JP	\$4,384.92	\$1,190.92	REC	Karate Kamp
			\$884.00	REC	Karate Kamp-Class
			\$2,310.00	REC	Karate Kamp
			\$4,384.92		
54070	Investors Group Financial Services Inc	\$1,650.04		ADM	RRSP Prog
54071	ivari	\$950.00		ADM	RRSP Prog
54072	KATTS	\$2,280.00	\$1,500.00	REC	Cross Country Ski Trails B&M
			\$780.00	REC	Cross Country Ski Trails B&M
			\$2,280.00		
54073	Kirby, Lisa	\$2,155.65		ADM	Relocation reimbursement
54074	Klondike Business Solutions	\$50.67		REC	Copy Count
54075	Klondike Crane Inspection Ltd.	\$5,425.12	\$934.50	PW	Crane Installs & Inspections
			\$934.50	PW	Crane Installs & Inspections
			\$2,663.62	PW	Crane Installs & Inspections
			\$603.75	REC	Crane Installs & Inspections
			\$288.75	PW	Crane Installs & Inspections
			\$5,425.12		
54076	Klondike Sun Newspaper	\$635.25	\$52.50	CABLE	Advertising-TV Guide
			\$582.75	ADM	Advertising-Full Page
			\$635.25		
54077	Lorenz, Joey	\$288.75		REC	Reimb-Safety Gear
54078	Masserey, Mike	\$327.83		PS	Accommodations & Meals - Re-Location
54079	Master Pools Alta Ltd.	\$52,886.19		REC	Hold Back Payment on Contract
54080	Northern Industrial Sales	\$2,193.23	\$175.11	PW	OpSupp
			\$68.30	PW	Safety Supplies
			\$252.12	REC	OpSupplies -FF
			\$227.94	PW	Op Supplies
			\$90.97	PW	Safety Supplies
			\$28.07	PW	Op Supplies
			\$1,251.03	REC	Op Supplies
			\$99.69	PW	Op Supplies
			\$2,193.23		
54081	Northern Superior Mechanical	\$296.93	\$77.47	REC	Op Supplies
			\$15.09	PW	Vehicle R&M
			\$124.41	PW	HvyEquip R&M
			\$9.38	PW	Vehicle R&M
			\$10.13	PW	Vehicle R&M
			\$60.45	PW	OpSupp
			\$296.93		



54082	Pacific Northwest Moving	\$3,476.45	\$47.88	PW	Freight
			\$1,966.32	PW	Freight-Trailer Genset 22ft.
			\$128.89	PW	Freight
			\$758.23	REC	Freight
			\$94.30	REC	Freight
			\$480.83	REC	Freight
			\$3,476.45		
54083	Pitney Bowes	\$576.17		ADM	Postage machine rental
54084	Raven's Nook	\$341.25		PW	Safety Supplies
54085	A Ray of Sunshine	\$21.27		REC	Office Supplies
54086	Red Cap Landscaping	\$1,920.00		REC	Contracted Services - Landscaping
54087	Run Dawson	\$4,000.00		REC	Op Grant
54088	Scotia Securities	\$3,264.80		ADM	RRSP Prog
54089	Serre de St. Jean, Kate	\$70.34		ADM	Reimb-IT Checks on Apple Gear
54090	Simplii Financial	\$680.00		ADM	RRSP Prog
54091	Taylor, David	\$283.43	\$53.13	PS	Reimb-Safety Gear
54092	Total Fire Protection Services	\$2,483.25	\$2,010.75	REC	Annual Certification of Fire Alarms
			\$367.50	REC	Safety Supplies-Batteries for Alarm System
			\$105.00	REC	ContrSvs-Professional
			\$2,483.25		
54093	Total North Communications Ltd	\$252.65		REC	IT Hardware-New Phone for the Pool
54094	Transition Industries	\$11,155.40		REC	ContSvs-Trail Building
54095	Trinus Technologies Inc.	\$1,791.09	\$1,431.47	ADM	ContSvs-Tier 2 Enhanced Service Agreement
			\$283.50	ADM	Quartely Email Hosting
			\$38.06	PS	IT Support - Printer
			\$38.06	PS	IT Support-ReSet Pword-FC's Laptop
			\$1,791.09		
54096	Tsunami Solutions - 61267	\$340.20	\$170.10	PW&REC	Safety Line
			\$170.10	PW&REC	Safety Line
			\$340.20		
54097	Unbeatable Printing	\$378.00		REC	Banner - Pool - NO Diving
54098	Van Nostrand, Dick	\$2,000.00		REC	Comm Grant
54099	Vogt Enterprises	\$3,990.00		REC	Concrete Wk - Pool
54100	Byron Wagner	\$4,198.25		PW	Training for Vac-Truck
54101	Yukon Energy Corporation	\$8,902.68	\$2,689.88	PW	Street Lights
			\$3,194.14	ALL	General Electricity
			\$2,714.77	PW	Street Lights
			\$303.89	ADM	AdminFees
			\$8,902.68		
54102	Air North	\$601.13	\$58.39	PW	Freight-Truck Parts
			\$58.39	PW	Freight-Water Samples
			\$102.29	PW	Freight-Water Samples
			\$97.04	PW	Freight-Water Samples
			\$85.69	PW	Freight-Water Samples
			\$102.29	PW	Freight-Water Samples
			\$97.04	PW	Freight-Water Samples
			\$601.13		
54103	Arctic Inland Resources Ltd.	\$2,073.72	\$73.50	REC	Op Supplies
			\$414.23	PW	Tools
			\$60.40	PW	Op Supplies
			\$184.80	PW	BM Tools
			\$67.15	PW	BM Tools
			\$23.52	PW	6th Ave R&M
			\$903.21	PW	8th Ave R&M
			\$26.36	ADM	Admin-FH R&M
			\$21.57	PW	6th Ave R&M
			\$33.03	PW	6th Ave R&M
			\$37.72	PW	6th Ave R&M
			\$228.23	PW	Boardwalk Matls
			\$2,073.72		
54104	Chief Isaac Incorporated	\$2,407.17	\$844.21	ALL	Janitorial Svs
			\$527.63	REC	Janitorial Svs-FitCtre&FSWashrms
			\$630.00	REC&ADM	Janitorial Svs
			\$274.05	ADM	Janitorial Svs-7hrs 6th Ave Residence
			\$131.28	REC&PW	Safety Line On Call Svs-June
		\$303,070.36	\$2,407.17		

The City of Dawson  
Cheque Run 19-16  
07/08/2019

Cheque Number	Vendor Name	Cheque Amount	Dept.	Detail
54105	Air Care Yukon Inc.	\$2,095.88	1103.36 REC	BldgR&M-Pool-Arena-Wtrfront
			197.67 REC	BldgR&M-Arena
			794.85 REC	BldgR&M-Pool
			2095.88	
54106	VOID			Wrong vendor
54107	Arctic Star Printing Inc.	\$34.65	ADM	Promo Matl-Bcrds
54108	Aurora Office	\$26.25	ADM	Notary Fee
54109	Big B Contracting	\$29,295.00	ADM	BldgR&M-CH Ext Painting
54110	BluMetric Environmental Inc.	\$10,434.90	PW	Enviro Monitoring-Landfill
54111	Bureau Veritas	\$268.75	PW	WtrSampling
54112	Canadian Freightways	\$1,618.79	PW	Freight
54113	Cansel Survey Equipment Inc.	\$1,134.00	PW	Tools-Metal Detector
54114	Chief Isaac Mechanical	\$3,579.04	PW	HvyEquip R&M
54115	Conservation Klondike Society	\$40,625.00	PW	Diversion Credits
54116	Conuma Cable Systems Ltd	\$6,685.35	\$1,729.35 CABLE	NonCapEquipmt
			\$4,956.00 CABLE	NonCapEquipmt
			\$6,685.35	
54117	Cotter Enterprises	\$9,702.00	\$4,467.75 CABLE	ContSvs-May
			\$5,234.25 CABLE	ContSvs-June
			\$9,702.00	
54118	Diamond Municipal Solutions	\$112.88	ADM	ContSvs-ContNo. OPP 289058
54119	VOID			printed with old credit in system
54120	Franks, Terry	\$105.00	PW	Training
54121	Grenon Enterprises Ltd.	\$4,557.00	\$2,572.50 PW	ContSvs
			\$1,669.50 PW	ContSvs-Roads
			\$315.00 PW	ContSvs-Roads
			\$4,557.00	
54122	Groundswell Industries Inc.	\$6,310.50	\$4,368.00 P&D	Develop Incentive Policy
			\$1,942.50 P&D	Develop Incentive Policy
			\$6,310.50	
54123	Kendrick,William	\$487.50	ADM	Rebate-Historical PropStewardship
54124	Klondike Sun Newspaper	\$635.25	\$582.75 ADM	Advertising
			\$52.50 CABLE	Advertising TVGuide
			\$635.25	
54125	Kim A McMynn Ind Accounting Contractor	\$13,932.98	ADM	ProFees
54126	Morrison Hershield	\$5,250.00	PW	Manganese Levels Monitoring
54127	Northern Industrial Sales	\$415.04	\$207.50 PW	OpSupplies
			\$207.54 PW	Safety Supplies
			\$415.04	
54128	Northern Superior Mechanical	\$68.99	\$49.09 PW	OpSupplies
			\$19.90 PW	OpSupplies
			\$68.99	
54129	Selectcom Supply Inc	\$42.07	CABLE	OpSupplies
54130	Technical Arts & Services	\$40,530.00	ADM	ContSvs-CBC-Survey&Dwg
54131	Trinus Technologies Inc.	\$1,964.35	\$532.88 ADM	IT-Ntwork Support
			\$1,431.47 ADM	IT-ContSvs
			\$1,964.35	
54132	Unbeatable Printing	\$110.25	PW	Mapping
54133	Wally-Shane	\$11,250.00	REC	ContSvs-Trails
54134	VOID			Wrong YG Department
54135	Yukon Health and Social Services	\$450.00	PW	Water Permit - May 09 2019-2029
54136	Air North	\$419.83	\$97.42 PW	Freight-WtrSamples
			\$86.54 PW	Freight-WtrSamples
			\$80.44 PW	Freight-WtrSamples
			\$80.44 PW	Freight-WtrSamples
			\$74.99 PW	Freight-WtrSamples
			\$419.83	
54137	Brenntag Canada Inc.	\$108.93	-\$420.00 PW	Chemicals-Container Deposit
			-\$713.09 PW	Chemicals-Container Deposit
			\$1,242.02 PW	Chemicals
			\$108.93	
54138	Dawson City General Store	\$142.72	\$21.99 PW	Promo Mat'l
			\$79.55 ADM	OffSupplies
			\$18.19 ADM	OffSupplies
			\$22.99 PW	Promo Mat'l
			\$142.72	
54139	Dawson Hardware Ltd	\$196.97	\$74.13 ADM	6th Ave R&M
			\$122.84 PS	Animal Control
			\$196.97	

The City of Dawson  
21-Aug-19  
Cheque Run 19-17

Cheque Number	Vendor Name	Cheque Amount	Dept.	Detail
54140	Finning (Canada) C3176	\$751.47	\$500.98 PW \$250.49 PW	OpSupplies OpSupplies
			\$751.47	
54141	McBride, Mark	\$500.00	ADM	Historical Prop Stewartship Rebate
54142	Advance North Mechanical	\$1,773.49	\$68.25 REC \$74.55 PW \$1,443.86 PW \$186.83 PW	Service Call-Unlock Vehicle Vehicle R&M Vehicle R&M - New Tires and Rims Vehicle R&m
			\$1,773.49	
54143	Arctic Inland Resources Ltd.	\$36,798.26	\$3.48 ADM \$29.21 PW \$55.19 ADM \$19.80 ADM \$35,977.67 REC \$93.47 PW \$40.23 REC \$81.85 PW \$240.42 ADM \$12.24 REC \$70.39 ADM \$154.94 PW \$19.37 ADM	6th Ave R&M OpSupplies AdmBldg R&M AdmBldg R&M Lockers - Pool Tools OpSupplies Tools CBC Bldg-Plywood OpSupplies AdmBldg R&M Bldg R&M 6th Ave R&M
			\$36,798.26	
54144	Arctic Star Printing Inc.	\$27.30	PW	Office Supplies - Bcards-Buhler
54145	BHB Mini Storage	\$105.00	ADM	ContSvs-Archive Storage
54146	Black Press Group Ltd.	\$207.89	REC	Advertising
54147	Bonanza Market	\$430.39	\$22.23 REC \$33.12 REC \$118.41 REC \$175.65 REC \$80.98 REC	Program Supplies ProgSupplies-Farm Camp ProgSupplies-Farm Camp ProgSupplies-Teddy Bear Picnic OfficeSupp
			\$430.39	
54148	Bower, Sheila Lynn	\$1,703.83	ADM	Reimbursement-DoublePaid on Taxes
54149	Bubble Up Marketing	\$110.25	ADM	Website Support
54150	Buhler, Trina	\$36.80	PW	Remimbursement for signage
54151	Canadian Freightways	\$509.25	PW	Freight
54152	Chief Isaac Incorporated	\$2,147.55	\$1,969.81 ALL \$131.25 PW-REC \$46.49 REC	Janitorial Svs SafetyLine Janitorial Supplies
			\$2,147.55	
54153	Chief Isaac Mechanical	\$2,878.44	PW	HvyEquip R&M
54154	Crain Ventures	\$585.38	\$165.38 PW \$420.00 ADM	ContSvs-Sewer CBC Bldg-Rental
			\$585.38	
54155	Dawson City General Store	\$1,015.39	\$463.50 REC \$31.14 REC \$29.81 REC \$86.30 REC \$41.71 REC \$59.83 REC \$72.70 REC \$64.44 REC \$10.48 REC \$28.28 REC \$83.56 ADM \$43.64 REC	Program Supplies-TombstoneCTrip Program Supplies Program Supplies Program Supplies Program Supplies ProgSupplies-Teddy Bear Picnic ProgSupplies-Teddy Bear Picnic ProgSupplies-Farm Camp ProgSupplies-Farm Camp Office Supplies Office Supplies Program Supplies
			\$1,015.39	
54156	Dawson Firefighters Association	\$16,995.00	PS	2nd Quarter
54157	Dawson Hardware Ltd	\$4,178.90	\$2,019.12 PW \$422.72 ADM \$614.23 CABLE \$1,061.18 REC \$61.65 PS	Op, Safety Supplies & NonCapEquip-AC's 6th Ave R&M NonCapEquip-AirConditioners Op & Program Supplies OpSupplies
			\$4,178.90	

54158	Dawson Trading Post	\$21.00	REC	ProgSupplies
54159	Foundation for Fermentation Fervor	\$652.60	REC	Program Presentation
54160	Graf Enviro Services Inc.	\$2,625.00	REC	Seacan Rental for pool renovations
54161	Grant, Gertrude	\$700.00	ADM	Reimbursement to Dawson CREEK Resident
54162	Hach Sales & Service Canada LP	\$590.10	PW	OpSupplies
54163	Heinz, Sieglinde	\$29.40	CABLE	Reimbursement on ClosedAcct
54164	Hnetka, Lochlan	\$120.18	\$57.28 ADM	Fuel-GasCard failed in Faro
			\$62.90 REC	WHMIS Training
			\$120.18	
54165	Huffman, Clarissa	\$2,530.59	P&D	Travel Reimbursement
54166	Klondike Business Solutions	\$174.94	\$80.33 PW	Photocopy Count Charge
			\$94.61 ADM	Photocopy Count Charge
			\$174.94	
54167	Klondike Development Organization	\$35,000.00	ADM	Annual Base Funding Yr 2 of 2 years
54168	Klondike Sun Newspaper	\$635.25	\$582.75 ADM	Advertising
			\$52.50 CABLE	Advertising
			\$635.25	
54169	Klondyke Cream & Candy	\$55.00	PW	Special Events
54170	Lawson Lundell LLP	\$2,840.05	\$2,311.27 ADM	Legal Fees
			\$528.78 ADM	Legal Fees
			\$2,840.05	
54171	Locksmith Services Ltd.	\$77.70	REC	ContSvs
54172	Manitoulin Transport	\$1,220.65	\$430.64 PW	Freight-Pump
			\$88.78 PW	Freight-Finling
			\$32.35 ADM	Freight-Staples
			\$193.21 PW	Freight-Finling
			\$49.68 ADM	Freight-WillowPrinters
			\$31.04 PW	Freight
			\$31.04 PW	Freight
			\$117.71 REC	Freight-Fireworks
			\$246.20 REC	Freight
			\$1,220.65	
54173	Maximillian's Gold Rush Eporium	\$57.09	REC	ProgSupplies
54174	Murdoch's Gem Shop	\$186.74	REC	ProgSupplies
54175	North 60 Petro	\$53.17	PW	Lube
54176	Northern Industrial Sales	\$2,634.94	\$10.45 REC	OpSupplies
			\$119.50 REC	Janitorial Supplies
			\$12.74 REC	OpSupplies
			\$300.37 REC	Janitorial Supplies
			\$6.57 REC	OpSupplies
			\$14.44 PW	OpSupplies
			\$183.99 REC	OpSupplies
			\$126.63 REC	OpSupplies
			\$51.51 REC	OpSupplies
			\$1,618.40 PW	Bldg R&M
			\$28.16 REC	OpSupplies
			\$162.18 REC	OpSupplies
			\$2,634.94	
54177	Northern Superior Mechanical	\$411.12	\$9.38 PW	Vehicle R&M
			\$87.61 PW	OpSupplies
			\$40.94 PW	HvyEquip R&M
			\$12.36 PW	Vehicle R&M
			\$2.93 ADM	6th Ave R&M
			\$119.12 PW	NonCapEquip
			\$46.05 PW	Tools
			\$11.34 ADM	6th Ave R&M
			\$81.39 PW	Tools
			\$411.12	
54178	Northwestel Inc	\$20,399.12	\$4,830.33 ALL	Phone-May
			\$5,181.02 ALL	Phone-June
			\$4,927.60 ALL	Phone-July
			\$5,460.17 ALL	Phone-Aug
			\$20,399.12	

54179	Pacific Northwest Moving	\$472.50	PW	Freight
54180	Public Service Alliance of Canada	\$4,937.72	\$1,098.96 ADM	PP12 Union Dues
			\$1,150.18 ADM	PP13 Union Dues
			\$1,316.76 ADM	PP14 Union Dues
			\$1,371.82 ADM	PP15 Union Dues
			<hr/>	
			\$4,937.72	
54181	Raven's Nook	\$101.85	\$91.35 REC	Safety Supplies
			\$10.50 REC	ProgSupplies
			<hr/>	
			\$101.85	
54182	A Ray of Sunshine	\$68.21	\$32.53 REC	ProgSupplies
			\$35.68 REC	ProgSupplies
			<hr/>	
			\$68.21	
54183	Red Cap Landscaping	\$1,200.00	REC	Landscaping Svs
54184	Robin, Suzanne	\$960.00	REC	Instructor Fees
54185	Rocky Mountain Phoenix	\$118.65	PS	HvyEquip R&M-Engine #3
54186	Schonstedt Instrument Company	\$592.68	PW	Equip R&M
54187	Selassie, Marta	\$186.11	REC	Reimbursement
54188	Staples #251 Whitehorse	\$488.74	ALL	Office Supplies
54189	Sunnydale Landscaping	\$4,735.50	PW	Boardwalk R&M
54190	Talbot, Pascale	\$40.00	REC	KeyFob Reimbursement
54191	The Chickweeders	\$4,623.67	REC	ContSvs-Hort
54192	Total North Communications Ltd	\$582.75	ADM	ContSvs-Phone
54193	Tsunami Solutions - 61267	\$170.10	REC-PW	Safety Line
54194	Williams Construction	\$1,260.00	REC	ContSvs-Park Bench
54195	Willow Printers Ltd.	\$565.95	ADM	PrintSvs-PO Books
54196	Yukon Honda	\$1,626.45	REC	NonCapEquip-Mower
54197	Yukon Chimney Sweep	\$18,149.02	ALL	ContSvs-Annual
54198	Air North	\$375.42	\$97.92 PW	Freight-WtrSamples
			\$97.92 PW	Freight-WtrSamples
			\$81.66 PW	Freight-Equipment
			\$97.92 PW	Freight-WtrSamples
			<hr/>	
			\$375.42	
54199	Grenon Enterprises Ltd.	\$10,874.60	\$183.75 REC	Trails
			\$157.50 REC	Trails
			\$183.75 REC	Trails
			\$105.00 REC	Trails
			\$236.25 REC	PortaPotty Rental
			\$183.75 REC	Trails
			\$183.75 PW	ContSvs-Water
			\$1,522.50 PW	Haul Calcium
			\$8,118.35 PW	Water Delivery
			<hr/>	
			\$10,874.60	

# Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

<b>AGENDA ITEM:</b>	Playground Resurfacing	
<b>PREPARED BY:</b>	Marta Selassie, Recreation Manager	<b>ATTACHMENTS:</b> ▪
<b>DATE:</b>	August 28, 2019	
<b>RELEVANT BYLAWS / POLICY / LEGISLATION:</b>	▪ Procurement Polity #14-02	

## RECOMMENDATION

1. That council waive the procurement methodology that requires a formal public tender and directs administration to solicit quotes for the supply of the rubber playground surface material.

## ISSUE / PURPOSE

Administration would like to proceed with the playground resurfacing project and is seeking council direction on the procurement method.

## BACKGROUND SUMMARY

The *Procurement Policy* outlines the appropriate method of procurement based on anticipated contract/purchase cost. In accordance with this policy, a tender was issued for the removal and replacement of playground safety surface material. Twelve tender packages were picked up however, no bids were received by tender close. This project will be moving forward in 2 components to be able to complete this project this season.

## ANALYSIS / DISCUSSION

For the supply of material, the cost anticipated to exceed the amounts outlined in the procurement policy for solicitation of quotes. To move forward with this portion of the project there are two options 1. solicit quotes and 2. public tender with a revised scope of work.

To solicit quotes for the supply of material requires council to waive the procurement methodology and allow administration to obtain quotes and purchase from lowest bidder. Local purchasing preference values as defined in the *Procurement Policy* will still be applied.

Administration has conducted market research of products available from Yukon suppliers, the information received is considered to be of equal quality and appropriate for our application.

## APPROVAL

<b>NAME:</b>	C Bellmore	<b>SIGNATURE:</b> 
<b>DATE:</b>	Sept 6, 2019	

# Report to Council



☒ For Council Decision    ☐ For Council Direction    ☐ For Council Information

☐ In Camera

<b>SUBJECT:</b>	<b>Block 5, Days Addition Alley: Request to Purchase</b>	
<b>PREPARED BY:</b>	Clarissa Huffman, CDO	<b>ATTACHMENTS:</b> Request Letter Bylaw 87-06
<b>DATE:</b>	August 15, 2019	
<b>RELEVANT BYLAWS / POLICY / LEGISLATION:</b> Official Community Plan Maintenance of Alleys Policy Sale of Municipal Lands Policy Encroachment Policy Bylaw 87-06		

## RECOMMENDATION

It is respectfully recommended that Council direct administration to:

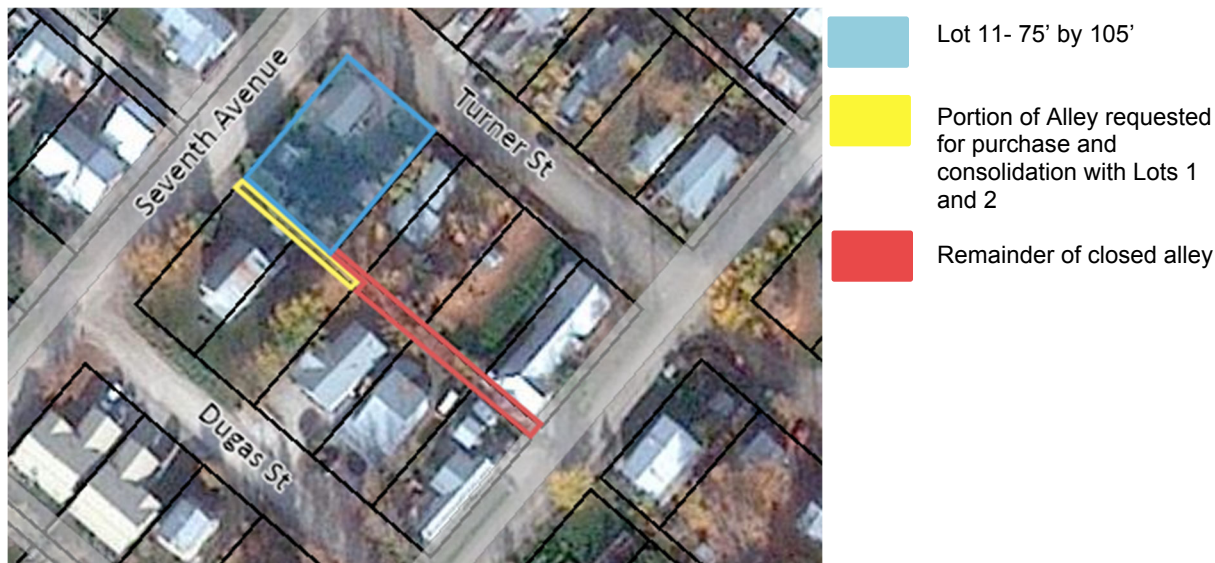
1. Contact the remaining owners of Block 5, Days Addition to determine if they are interested in purchasing adjacent portions of the alley to avoid creating undevelopable part lots where possible, invoking the Encroachment Policy where necessary.
2. Prepare a land sale bylaw disposing of the alley in Block 5, Days Addition, subject to confirmation that Yukon Energy has no interest in the land.

## ISSUE

The owners of Lots 1 and 2, Block 5, Days Addition submitted a formal request to the City of Dawson to purchase the alley adjacent to the property currently under their ownership.

## BACKGROUND SUMMARY

In August 1987, Bylaw 87-06 was passed to legally close the alley situated in Block 5, Days Addition. A 5-foot portion of the Alley was sold to the owner of Lot 11, Block 5, Days Addition. This renders the alley largely unuseable as a through alley, as the remaining 5-foot portion of the alley adjacent to Lots 1 and 2 Days Addition is not wide enough to pass a vehicle. No other portions of the alley were sold to the adjacent landowners.



**Figure 1.** Location of proposed surplus land sale.

### **Official Community Plan**

Section 6.1 Land Use Concept Long Term Goals includes promoting “safety and compatible land uses” as well as “reduc[ing] encroachment issues”. Therefore, resolving identified encroachments on this block through sale of land is a mechanism through which Council can implement these long-term goals, increasing safety and reducing liability. Further, the land in question is currently zoned UR – Urban Residential in the Official Community Plan. Given that the lot is currently used for residential purposes, the sale of this alley for consolidation with Lot 11 would also be used for residential purposes, which aligns with the OCP.

### **Bylaw 87-06**

Bylaw 87-06 provided the authorization to legally close the alley bounded by Block 5, Days Addition. However, no context was provided in this bylaw regarding how this came to pass, or whether proper policy was followed.

Despite the alley being legally closed by bylaw, no further action was taken beyond selling a small portion to one landowner, and the majority of the land remains surveyed as an alley. Thus, the City owns the land but is not using it actively as an alley as it has been legally closed for approximately 30 years. Therefore, administration is amenable to selling this land to reduce the proportion of undevelopable part lots currently under the ownership of the City of Dawson. However, when conducting a site visit at this location, administration identified that most of the landowners on this block are actively using the land for private purposes. Thus, this land sale will also need to consider the Encroachment Policy for resolution of this issue.

### **Maintenance of Alleys Policy**

S. 3 of the Maintenance of Alleys Policy states that “any existing alley may be closed upon request of the majority of the affected property owners”. However, this policy was enacted the year after the bylaw, so it is likely that a clause of this nature was not applied to Bylaw 87-06. Because of this, it is not clear whether other property owners were consulted, or what process was followed. Therefore, administration recommends that the remaining owners be contacted to determine interest in purchasing adjacent portions in order to consolidate these undevelopable portions and resolve any encroachments that result from using this land for private purposes over the long term, which is a liability for the City.



## **Sale of Municipal Lands Policy**

As per the Sale of Municipal Lands Policy, this land is eligible for release. The application was circulated to department heads in August 2019, and no negative comments were received. Therefore, the land is eligible to be deemed surplus. Protective Services requested that it be confirmed that Yukon Energy has no interest in the land prior to release.

Additionally, s. 8(a) of the Policy states that a land sale for a permanently closed roadway must be done in accordance with the Municipal Act, Zoning Bylaw, and Subdivision Bylaw. Therefore, all identified encroachments need to be resolved through this sale. This will be discussed in the next section.

## **Encroachment Policy**

Section 4(c)(i) of the Encroachment Policy states that “if the road right-of-way is not in use as a travelled roadway and could be deemed surplus as per the Sale of Municipal Lands Policy, the City of Dawson could initiate a Permanent Road Closure process, allowing the owner of the structure to purchase a portion of the road right-of-way in accordance with the policies and procedures outlined in the Sale of Municipal Lands Policy”. Since the alley has already been closed by bylaw, the land is already eligible to be sold as per the Sale of Municipal Lands Policy. Entering into negotiations with property owners to resolve these encroachments is in the best interest of the City for liability reasons. If property owners are not interested in purchasing the property, another option would be the removal of the structures. However, sale of the land is preferable in order to reduce the number of small, undevelopable parcels under the ownership of the City of Dawson.

<b>APPROVAL</b>		
<b>NAME:</b>	Cory Bellmore, CAO	<b>SIGNATURE:</b>
<b>DATE:</b>		



City of Dawson  
PO Box 308  
Dawson City, Yukon  
Y0B 1G0

July 24, 2019

Dear Mayor and Council,

Klondike Visitors Association is ready to begin building one 4 plex of the new staff housing project.

In our preparation for excavation of Lot 2 we had to conduct a survey of lots, in doing so it was realized that the back alley for this block was closed and a portion already sold and amalgamated with lot on Turner Street. This closure has created further issues with the parking plan of our approved development plan.

KVA is requesting Mayor & Council approve the transfer of title for the 5 feet of alleyway behind Lots 1 & 2, Block 5, Day's Addition and have it amalgamated with Lots 1 & 2. KVA further requests the sale of land fee be granted back or waived to KVA in support of our project. The alley situation has added unforeseen challenges to the parking requirement and we cannot afford to redesign the plan and attempt to keep the integrity of the heritage value we are striving to achieve.

Through discussion with the CDO the best solution is to have an easement on the back of Lot 1 to ensure parking can happen on Lot 2. I appreciate if the community development team can take the lead on this request to mitigate any unforeseen challenges in a timely manner and ensuring the City and KVA are addressing the issues raised by lane closure. I appreciate your consideration to our request.

Sincerely,

Jackie Olson  
Executive Director

CC: Cory Belmore, Chief Administrative Officer  
Clarissa Huffman, Development Officer

The Town of the City of Dawson

BYLAW #87-06

A Bylaw to authorize the City of Dawson to close a highway.

WHEREAS SEction 263(1)(b) of the Municipal Act authorizes the Council of the Town of the City of Dawson to close a highway, and

WHEREAS the Council of the Town of the City of Dawson has been requested by certain parties to close a highway.

NOW THEREFORE, the Council of the Town of the City of dawson in open meeting assembled hereby ENACTS AS FOLLOWS:

1. SHORT TITLE

1. 1 This Bylaw may be cited as the "Block 5 Lane Closure Bylaw".

2. LANE CLOSURE

2. 2 The lane being ten (10) feet wide and two hundred fifty (250) feet long and situated in Block 5 of the Days Addition, running from Seventh Avenue to Eighth Avenue in the town of the City of Dawson is hereby closed.

3. ENACTMENT

3. 1 This Bylaw shall come into full force and effect upon the final passing thereof.

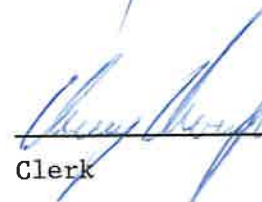
READ A FIRST TIME THIS 4th DAY OF June, 1987.

READ A SECOND TIME THIS 4th DAY OF June, 1987.

READ A THIRD AND FINAL TIME THIS 20th DAY OF August, 1987.



Mayor



Clerk



# Request for Decision



☐ For Council Decision ☒ For Council Direction ☐ For Council Information

☐ In Camera

<b>SUBJECT:</b>	Lot 40 Expired Agreement	
<b>PREPARED BY:</b>	Clarissa Huffman, CDO	<b>ATTACHMENTS:</b> n/a
<b>PREPARED FOR:</b>	Cory Bellmore, CAO	
<b>DATE:</b>	September 4, 2019	
<b>RELEVANT BYLAWS / POLICY / LEGISLATION:</b>	Official Community Plan	

## RECOMMENDATION

Committee of the Whole forwarded a recommendation to:

1. Confirm the agreement to purchase for lot 40, Dome Subdivision is null and void, and directs administration to bring forward a budget amendment to return the purchase price less deposit and re-release the lot via new lottery.

## ISSUE

The Agreement for Sale for Lot 40 Dome Road is now expired and requires action.

## BACKGROUND SUMMARY

The lot was purchased by the applicant through the Dome Road lottery in January 2015 and expired in January 2018. Council agreed to an extension to the building requirement, which was issued in October 2017, granting the purchaser an additional year to fulfill the conditions. Thus, the Agreement expired in January 2019. In April 2019, a letter was issued to the purchaser indicating that the building requirement was expired, and that action was needed. Administration has been attempting to resolve this issue on an ongoing basis.

## ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

### Official Community Plan

In Section 7.0: Housing, the OCP states that Council should “encourage owners of vacant land and underutilized parcels, particularly in the historic townsite, to either develop or sell their land”.

Further, s. 15.2(1) encourages Council to “consider the full costs and financial, social, and environmental implications of all municipal projects and initiatives”. In this case, there are challenging implications to be fully considered before making a decision.

Committee of the Whole was presented with two options regarding this issue:

*Option 1: Enter into a new extension*

*Option 2: Cancel the Agreement for Sale*

Since that time, administration has received updated information from the purchaser. On September 3, 2019, a representative for the purchaser stated that they “are building a prefab in Edmonton. There is one that is already constructed and is listed online as currently for sale. It will fulfill the size spec in the contract (sic). He is contacting him this morning, hopefully it can be shipped immediately. It is completely affordable and we will have no probs at all with the financing...I contacted Andy Isaac to see how long a building inspection would take. I will keep you updated of out (sic) progress. I realised after I sent the letter that our request for an extension was unreasonable. We have now chosen the fastest solution possible.”

In a further email dated September 3, 2019, it was stated that “we really want this to work out... We have found a new home that we could purchase immediately without financing. The only deal is that it would not arrive until December... The other ready to move that we found online was sold pending financing and we have not been able to find another that is ready to go. We are still looking but will purchase pretty much anything immediately to fulfill the contract.”

Council may wish to consider whether this additional information changes their preferred course of action for this file.

APPROVAL	
NAME:	Cory Bellmore, CAO
DATE:	
SIGNATURE:	



## **City of Dawson**

### **Development Incentives Policy**

#### **# 2019-02**

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### **BACKGROUND**

There is currently a need for rental housing – including supportive, affordable rental, and market rental housing, - in the City of Dawson. These needs can be addressed through a variety of options including mixed-use and multi-unit residential buildings, secondary suites, and other types of housing developments. Increased Historic Townsite development would further the City's sustainability objectives for a more compact development pattern and take advantage of existing services; further, the conversion of underdeveloped and vacant properties increases economic and community vitality. These types of development help to meet the Official Community Plan goals and policies.

Council recognizes that land constraints, high construction costs, and other factors pose serious constraints to the supply of housing and optimum land use in Dawson City, and that a subsidy may be required. The City does have a role in land development, permitting, and taxation, through which it may encourage development where it is not being initiated under normal market conditions.

City of Dawson fees and charges are low relative to other jurisdictions, and many fees are based on cost recovery, making it challenging to reduce or grant these costs without impacting operating budgets. It is desirable for the City to use a model that provides significant financial incentives for strategic development, while limiting the short-term financial impact on the operational budget.

### **POLICY STATEMENT**

The City of Dawson will provide financial incentives for projects that provide rental units, supportive housing, and multi-unit residential buildings and/or convert vacant and/or derelict properties into more beneficial land uses.

Undeveloped or run-down properties essentially provide little more than the land value. This policy provides economic development incentives to encourage targeted residential development and increase future tax income for the City.

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## 1.00 Definitions

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

- a. “affordable rental housing” means rental housing that is provided at or below the median market housing rents for comparable housing as presented by the Yukon Bureau of Statistics in the Yukon Rent Survey. In the event that this definition conflicts with that of a funding program through which an owner is seeking financial support for the same development, the definition of the other funding program shall apply.
- b. “base rate” means the rate calculated as the value of the tax levy for improvements on the property paid on July 2<sup>nd</sup> in the year that the Development Permit for the eligible development is issued. In the case where existing buildings or structures were demolished prior to issuance of a Development Permit for an eligible development, the base rate will be zero.
- c. “development fee” means the fee(s) associated with development permit and development incentive applications.
- d. “development incentive” means contributions made by the City of Dawson for developments meeting the eligibility criteria provided in this policy.
- e. “Downtown” means the area defined within the Official Community Plan as the Downtown Core.
- f. “historic townsite” means the area defined within the Official Community Plan as the Historic Townsite.
- g. “load capacity charge” means the charge, as listed in the *Fees and Charges Bylaw*, levied against new development by the City of Dawson to recover costs associated with increased load on the water/sewer system.
- h. “market rental housing” means housing that is provided at above the median market housing rents for comparable housing as presented by the Yukon Bureau of Statistics in the Yukon Rent Survey.
- i. “mixed-use” means a building containing a mixture of commercial and residential uses.
- j. “preferred tax grant” means a yearly monetary grant in the amount that the developer paid in municipal tax as a result of the assessed value of improvements relating to a principal residence on the property.
- k. “rental housing” means any formation of multi-unit residential housing development that is retained by a single owner, with units that are available to rent on a monthly or semi-monthly basis. Rental units must be retained as one legal entity and cannot be subdivided through a condominium process, even if all units are retained by one owner.
- l. “secondary suite” means a secondary suite as defined by the City of Dawson Zoning Bylaw.
- m. “standard tax grant” means a yearly monetary grant in the amount that the developer

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would have paid in annual municipal taxes as a result of improvements to the property that are the subject of the applicable incentive.

- n. “supportive housing” means the use of a building for residential dwelling units that is owned and operated by a non-profit agency or non-government organization and designed to accommodate tenants who require assistance. Typical uses would include assisted housing for seniors or assisted housing for people with disabilities.
- o. “short term vacation rental” means the provision of rental accommodation for less than 30 consecutive days to a primary tenant whose purpose for residing in Dawson City is vacationing.
- p. “underdeveloped property” means a property for which the value of assessed improvements is less than \$35,000 in an R-zone or less than \$60,000 in any other zone.
- q. “vacant property” means a property that does not contain a primary building or structure aligned with the intended use of the property as set out in the Zoning Bylaw. A property may be considered vacant if an accessory building or structure, as defined in the Zoning Bylaw, is present.

## **2.00 DEVELOPMENT INCENTIVES – GENERAL**

2.1. Based on the eligibility criteria listed in this policy, an applicant may apply for a development incentive as follows:

- a. Incentives as outlined in the following section will be considered by the City and, if granted, will be incorporated in a Development Incentive Agreement.
- b. Taxes applied to the value of land are not available for reduction or grant.
- c. The annual value of a Standard Tax Grant will be calculated by subtracting the Base Rate and the portion of the tax levy on the value of the land from the full annual tax levy paid on July 2<sup>nd</sup> for the duration of the Development Incentive Agreement. The Base Rate will be calculated at the time of issuance of the Development Permit.
- d. The value of a Preferred Tax Grant will be calculated by subtracting the portion of the tax levy on the value of the land from the full annual tax levy as paid on July 2<sup>nd</sup> for the duration of the Development Incentive Agreement.
- e. Payment of tax grant portions of a Development Incentive will begin once an eligible development has received occupancy for all units. Any taxes paid to the City prior to occupancy will not be eligible for a grant under this policy.
- f. The tax grant portion of a Development Incentive will be implemented through a grant to the property owner. Tax grants will be processed after July 2<sup>nd</sup> annually.
- g. Development Incentives will not be applied retroactively for projects which have already received a Development Permit. This includes permits that have been cancelled or lapsed and reapplied for in an effort to receive an incentive.
- h. The terms of payment of the Development Incentives will be specified in Development



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Incentive Agreement between the City and the applicant.

- i. If an eligible secondary suite, affordable rental, market rental or supportive housing development becomes part of a condominium corporation or ceases to function as rental or supportive housing prior to completion of the term set out in the Development Incentives Agreement, the Agreement will become void and the owner will be required to repay the Incentives received to date.
- j. The use of secondary suite, affordable rental, market rental, or supportive housing units for short-term vacation rentals at any point during the term of the Development Incentives Agreement without the permission of the City of Dawson will render the Agreement for the entire development void and the owner will be required to repay the Incentives received to date.
- k. Receipt of a development incentive outlined in this policy does not disqualify an applicant from receiving a different incentive, grant, or funding opportunity provided for by another bylaw, policy, or organization. A development is only eligible to receive one incentive enacted under this policy.
- l. The City shall not exceed a \$100,000 value in active tax grants (including both Standard and Preferred) at any given time. Administration shall report on the total amounts of tax grants and fee/charge waivers applied through Development Incentives on an annual basis and update Council on the tax granting room available in January of each year.
- m. Applications will be accepted and processed on first-come, first-serve basis.
- n. No exceptions shall be made to this policy without the consent of Council. Both administration and Council retain the right to decline an application that conforms with the policy in wording but it deems does not meet its intent.

### **3.00 GENERAL ELIGIBILITY CRITERIA**

3.1. The following eligibility criteria apply to all developments receiving a Development Incentive:

- a. Any development receiving a Development Incentive must be in compliance with the Official Community Plan and the Zoning Bylaw prior to the signing of a Development Incentive Agreement.
- b. A development proposal that includes more than one eligible property, contiguous or otherwise, will be considered in its entirety for a development incentive so long as all applicable Development Permits are obtained within a two-month period, all development components are undertaken by the same developer/owner, and all construction has commenced within one year of issuance of Development Permits.
- c. Housing-related incentives apply to the creation of new housing units in renovated, redeveloped and/or newly constructed buildings.
- d. Vacant and/or underdeveloped property incentives apply to renovations, redevelopment, and/or new construction.
- e. Rental and supportive housing units that are part of a mixed-use development in the

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Downtown Core may be eligible for the applicable housing-related Development Incentive subject to the ability of the City of Dawson to calculate the portion of improvements attributable to the commercial use, for which no Development Incentive shall apply.

- f. Any rental or supportive housing developments that are part of a condominium corporation will be ineligible for Development Incentives.
- g. Government agencies, at all levels of government, will not be eligible for the Development Incentives under this policy. First Nation development corporations are eligible.
- h. Organizations that enter into a long-term lease (minimum 20 years) for development and/or use of a government-owned property and will be registered with the City of Dawson as the taxpayer for the leased property are eligible.
- i. Any applicant for a Development Incentive shall be ineligible for an incentive if they have outstanding taxes or other monies owed to the City of Dawson.

#### **4.00 TYPES OF DEVELOPMENT INCENTIVES**

- 4.1. Based on the number of eligibility criteria a proposal meets, there are six types of incentive that can be acquired as follows:

<b>Type</b>	<b>Eligibility</b>	<b>Incentive</b>
a) Vacant and/or Underdeveloped Property	• Development with a minimum construction value of \$75,000 in the Historic Townsite	• 5 years Standard Tax Grant
b) Market Rental Housing	• Minimum of four Market Rental Housing units in the Historic Townsite	• 10 years Standard Tax Grant
c) Supportive Housing	• Minimum of four Supportive Housing units located anywhere within the municipality	• 10 years Standard Tax Grant • Waiver of Load Capacity Charge • Waiver of Development Fees
d) Affordable Rental Housing	• Minimum of four Affordable Rental Housing units in the Historic Townsite	• 10 years Standard Tax Grant • Waiver of Load Capacity Charge • Waiver of Development Fees
e) Secondary Suite	• Secondary suite located anywhere within the municipality	• 3 years Preferred Tax Grant • Waiver of Load Capacity Charge • Waiver of Development Fees • Waiver of parking requirements for secondary suite

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## **5.00 SPECIFIC ELIGIBILITY CRITERIA AND CONDITIONS**

### **5.1. Secondary Suite Incentive**

- a. To acquire a Secondary Suite Incentive the following specific criteria and conditions must be met:

- 5.1.a.1. A new secondary suite must be provided within the City of Dawson municipal boundaries.

### **5.2. Affordable Rental Housing Incentive**

- a. To acquire an Affordable Rental Housing Incentive, the following specific eligibility criteria must be met:

- 5.2.a.1. A minimum of four new Affordable Rental Housing residential units must be provided anywhere within the fully serviced portions of the Historic Townsite;

- 5.2.a.2. Rents must be kept affordable for the entire duration of the Standard Tax Grant. Rents shall be compared on an annual basis against the most recent Rent Survey issued by the Yukon Bureau of Statistics. Rents must be reduced if found to exceed median market rates, whereas owners are encouraged to maintain current rents should they be below median market rates. Recipients are to provide this information with their grant request on an annual basis.

### **5.3. Supportive Housing Incentive**

- a. To acquire a Supportive Housing Incentive the following specific criteria and conditions must be met:

- 5.3.a.1. A minimum of four new Supportive Housing units must be provided within the City of Dawson municipal boundaries.

### **5.4. Market Rental Housing Incentive**

- a. To acquire a Market Rental Housing Incentive the following specific criteria and conditions must be met:

- 5.4.a.1. A minimum of four new Market Rental Housing units must be provided within the City of Dawson Historic Townsite.

## **6.00 PROCEDURE**

- 6.1. Application – To receive a Development Incentive as laid out in this policy, Developers must complete a Development Incentive Application, available from the City of Dawson.
- 6.2. Screening – Applications must include a preliminary development plan. Applications will not be eligible for consideration unless they are in compliance with the Official Community Plan and the Zoning Bylaw and meet the minimum eligibility criteria as listed in this policy.
- 6.3. Approval – The terms of Secondary Suite Incentives will be approved by the Community Development Officer. Development Incentives totaling \$100,000 or less in combined value will be approved by the Chief Administrative Officer, and all other Development Incentives

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will be approved by Council.

6.4. Administration – For a Preferred or Standard Tax Grant, the City will provide a grant in the applicable amount each year until the end of the Incentive term, following an annual request from the recipient in writing. Grants will be processed after property owners have paid their taxes in full. If a property owner is in arrears of their property taxes they will no longer be eligible for the Incentive.

a. Annual requests must include the following:

6.4.a.1. A request for the annual grant amount;

6.4.a.2. A declaration confirming compliance with this policy; and

6.4.a.3. A list of rents demonstrating compliance with s. 5.2.a.2 of this Policy.

## **7.00 EXPIRATION OF DEVELOPMENT INCENTIVE**

7.1. The Development Incentive Agreement may be revoked and cancelled if construction has not commenced within one year of issuance of Development Permits.

7.2. The Development Incentive Agreement may be revoked and cancelled if there are outstanding open Building Permits remaining one year after occupancy is given for the development.

7.3. The Development Incentive Agreement shall be revoked and cancelled if the Development Permit is allowed to expire or lapse.

**POLICY TITLE:** *Development Incentives Policy*

**POLICY #:** 2019-02

**EFFECTIVE DATE:** September 9, 2019

**ADOPTED BY COUNCIL ON:** September 9, 2019

**RESOLUTION #:** C19-17-\_\_

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Wayne Potoroka, Mayor

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Cory Bellmore, CAO

# Report to Council



☒ For Council Decision ☐ For Council Direction ☐ For Council Information

☐ In Camera

<b>SUBJECT:</b>	Heritage Bylaw	
<b>PREPARED BY:</b>	Clarissa Huffman, CDO	<b>ATTACHMENTS:</b> 1. DRAFT Heritage Bylaw
<b>DATE:</b>	August 6, 2019	
<b>RELEVANT BYLAWS / POLICY / LEGISLATION:</b> Official Community Plan		

## RECOMMENDATION

It is respectfully recommended that Council:

1. Forward Heritage Bylaw 2019-04 to Council for second reading.

## ISSUE

The existing Heritage Program is currently challenging to navigate, split between 5 very similar bylaws, and contains outdated programming and interpretation language. Feedback received from HAC and the public indicated that this program required review.

## BACKGROUND SUMMARY

In February and March 2019, YG Historic Sites provided funding to review all of the heritage-related bylaws and provide feedback on next steps for improvement to clarity, ease of interpretation, consistency, and removal of duplication. The overall result of this review indicated that the most efficient way to manage the heritage program would be through one bylaw that consolidated the efforts of the current five bylaws. Throughout the June and July, the Heritage Advisory Committee provided feedback on iterations of this DRAFT bylaw and is now satisfied with its contents.

## ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

### Major Programming Changes

Much of the draft bylaw is simply merging and consolidating the existing heritage bylaws for consistency and ease of interpretation, however, some policy language has been updated to be more reflective of the intended goals of the program.

#### *Heritage & Development Guide*

One of the main comments heard from the public in the last few years is that it is unclear exactly what is expected of applicants under the current design guidelines. Currently, applications are assessed under the *Design Guidelines for Historic Dawson* and the *Standards and Guidelines for the Conservation of Historic Places in Canada*. These documents are great resources for the historic 'Dawson Style', and for the conservation of historic resources, respectively. However, the *Design Guidelines* are challenging to implement and are not always complete, and the *Standards and Guidelines* are a general guideline that are not always specifically relevant to Dawson. Additionally, neither of these documents are owned by the City of Dawson, so it is not possible to amend them.

Therefore, conversations with Yukon Government Historic Sites, the Heritage Advisory Committee, and various applicants have indicated that the best way to move forward would be to create a City of Dawson document which clearly outlines the development process, at what times a Heritage Advisory Committee recommendation is required, and what the design requirements are, both at a component and a streetscape level. This clarity will prove to be invaluable for consistency in assessing applications as well as providing applicants the tools they need to provide a complete application in a more efficient way.

This draft bylaw gives direction to the Heritage Advisory Committee to provide input to the CDO on such a guide, as well as to continue assisting with maintaining it as a framework for decision making. YG Historic Sites has indicated that they may be able to provide assistance and resources in developing the contents of the guide. Additionally, a strong Heritage Bylaw and Development Guide means that the Zoning Bylaw could be amended to condense the large appendices about Heritage Management, making this document and the heritage management program in general much more user-friendly.

### *Heritage Inventory*

The current bylaws mandate that the City of Dawson keep an inventory of all historic resources in the municipality. To the best knowledge of administration, such an inventory has not been maintained. YG Historic Sites maintains a general inventory of historic resources for all of the Yukon, which makes it a valuable research tool. However, this tool is not easily publicly available as it requires a login. Therefore, a municipal inventory still has value. The intent of the revised language about a municipal inventory is not to duplicate the efforts of the YG inventory, but to supplement it with information about existing historic structures in Dawson that is easily accessible to residents. The inventory could direct people to YG Historic Sites for more detailed archival information if required.

### *Historic Resources Permit*

The current bylaws mandate that the City of Dawson issue Historic Resources Permits. However, to the best knowledge of administration, no such permit or procedural information exists. Therefore, the new language in this bylaw makes the mandate of the permit clearer, allowing administration to develop this permit and implement it appropriately.

### *Heritage Fund*

Currently, the bylaws allude to a Heritage Fund and the premise that this fund is accessible to administration and to community members wishing to restore a heritage structure or conduct heritage programming in the City of Dawson. However, similar to the Historic Resources Permit, no program actually exists to access this fund. There is currently a Heritage Fund under the Reserves Bylaw that is contributed to occasionally, however it has not been drawn from since the passing of the new bylaws. Upon careful consideration of potential outcomes, the program was laid out so that there are two types of draws from the fund: 1. Heritage Advisory Committee project proposals; and 2. Applications from owners or lessees of sites in the Heritage Inventory.

The language about the Heritage Advisory Committee is substantively the same in intent. The language about applications from the public is new proposed programming in order to implement what is currently an existing but unimplemented program. Under this program, applications take two forms: Tier I for designated Municipal Historic Sites, and Tier II for non-designated historic structures listed in the municipal Heritage Inventory. After analysis conducted by administration, HAC, and YG Historic Sites, it was determined that a two-tier program was the ideal way to provide support to non-designated structures, acknowledging that there are a large number of this class of structure in Dawson, and support may enhance owners' ability to rehabilitate and restore these buildings. However, the higher level of funding for designated sites is hoped to encourage people to self-nominate to have their buildings designated as Municipal Historic Sites.

The proposed maximums of \$5,000 for Tier II, \$10,000 for Tier I, and \$20,000 as an annual program maximum are numbers proposed by administration as a starting point. Essentially, this means that on an annual basis, Council would support heritage restorations in the following potential ways:

- a) 2 Tier I projects;
- b) 1 Tier I and 2 Tier II projects; or
- c) 4 Tier II projects.

It should be noted that currently, the Reserves Fund bylaw specifically refers to providing assistance to Municipal Historic Sites. There are two points to be made here:

1. This is not currently happening. The new program proposed here remedies this issue.
2. If Council is supportive of the two-tier program being proposed to provide support to all sites with higher preference to designated sites, the Reserve Bylaw would need to be amended to allow this.

The tiered application-based restoration program is preferred to the tax rebate program that currently exists through Bylaw #14-12. Supporting the conservation of heritage structures through funding tied to a restoration project is a strong way to ensure that the goals and mandate of the program are considered when providing funding. On the other hand, a tax rebate granted to every owner of a historic structure does not provide the same incentive to maintain and rehabilitate structures. First, there is no mechanism to ensure that property owners are actually using that money to maintain and/or restore their heritage structures. Second, there is no incentive to engage in heritage restoration if you are getting the money regardless of whether you are actively restoring/rehabilitating the building or not. Therefore, the tax rebate program is having minimal impact on the restoration of historic structures. The revised mandate of the program should resolve this issue and is a better use of municipal resources.

The final point is that if Council is supportive of proceeding with implementing this program, it would be wise to consider a specified annual contribution to the Heritage Reserve so that the funds are replenished annually. The program could be reassessed every 5 years during the required bylaw review to determine how well it is functioning.

### **Official Community Plan**

The programming outlined in this draft bylaw aligns with the vision of the OCP in several interconnected ways. S. 7.2 Housing Implementation Approaches states that the City of Dawson should “introduce new residential units into the historic townsite by encouraging renovation and retrofit projects in existing homes”. Many of the vacant and derelict historic structures in Dawson City are in the residential area. Therefore, by providing a tangible incentive for restoring heritage structures, it is likely that some of these structures could be brought back to active use through restoration and retrofitting. S. 9.2 Heritage Implementation Approaches states that the City of Dawson should “maintain a heritage bylaw to conserve and manage heritage assets”. Currently, the City of Dawson manages heritage through not one but five bylaws, not including the Heritage Management Plan and the heritage sections of the Zoning Bylaw. Therefore, by consolidating these bylaws into one, creating a Development and Heritage Guide and a municipal Heritage Inventory, and amending the Zoning Bylaw, as outlined in the sections above, the conservation and management of heritage assets in Dawson will be greatly streamlined and improved.

### **Updates from July 22 COW**

Administration followed up with Yukon Government Historic Sites about the April 15 intake deadline and confirmed that this date is expected to be reasonably compatible with the intake dates for YG grants. YG Historic sites recommended that the dates should remain as presented. If, after the 5-year review period, it is determined that this date causes challenges for prospective applicants in accessing the Fund, it could be changed at that time.

Additionally, administration considered the prospect of a Tier III grant. After much conversation, a third tier was not added at this time for three main reasons:

1. This type of grant would be extremely administratively challenging due the added complexity of determining what portions of costs would be eligible.

2. The Development & Heritage Guide developed under this bylaw is intended to be an interpretation guide for homeowners and developers, making the development process easier to navigate and reducing the level of specialized skills needed to interpret the design guidelines.
3. Tier I and II incentives are a higher priority for implementation of the heritage sections of the OCP, and with limited resources being allocated to this fund, it is unlikely that this lower priority incentive would be evaluated for funding ahead of a Tier I or II project, making it a redundant process for both prospective applicants and administration.

### **Repealed Bylaws**

09-04: Heritage Bylaw

09-05: Heritage Fund Bylaw

09-06: Heritage Advisory Committee Bylaw

14-12: Historic Properties Stewardship Rebate Bylaw

15-06: Historic Properties Rebate Bylaw

### **Next Steps**

1. Development of a municipal Heritage Inventory, a Historic Resources Permit, and a Development & Heritage Guide.
2. Amendment to the Reserve Fund Bylaw, Heritage Management Plan, and Zoning Bylaw.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		





# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

**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 37(1) of the *Historic Resources Act*, RSY 2002, c. 109, and amendments thereto, provides that a municipal council may, by bylaw, designate as a municipal historic site, any site in the municipality that, in the opinion of the council, has sufficient historic significance in accordance with section 15 of the *Act*.

**WHEREAS** section 15 of the *Historic Resources Act*, RSY 2002, c. 109, and amendments thereto, provides that a municipal council designate any site as a historic site when satisfied that the site is, whether in itself or because of

- a) historic resources or human remains discovered or believed to be at the site, an important illustration of the historic or pre-historic development of the Yukon or a specific locality in the Yukon, or of the peoples of the Yukon or locality and their respective cultures; or
- b) the natural history of the Yukon or a specific locality in the Yukon,

and has sufficient historic significance to be so designated.

**WHEREAS** section 179 of the *Municipal Act*, RSY 2002, c. 154, section 48(f) of the *Historic Resources Act*, RSY 2002, c. 109, and amendments thereto, provides that a municipal council may establish a committee to advise Council on heritage matters.

**WHEREAS** section 245 of the *Municipal Act*, RSY 2002 c. 154 and amendments thereto, provides that Council may by bylaw provide grants as Council considers expedient to any person, institution, association, group, government, or body of any kind.

**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**

1.01 This bylaw may be cited as the ***Heritage Bylaw***.

### **2.00 Purpose**

2.01 The purpose of this bylaw is to outline:

- (a) The duties and responsibilities of the Heritage Advisory Committee;
- (b) The designation and protection of municipal historic resources; and
- (c) The framework of a Heritage Fund program;



# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

### **Table of Contents**

PART I - INTERPRETATION .....	1
1.00 Short Title .....	1
2.00 Purpose .....	1
3.00 Definitions .....	3
PART II – APPLICATION.....	4
4.00 Heritage Advisory Committee Structure and Proceedings .....	4
5.00 Heritage Advisory Committee Duties & Responsibilities .....	5
6.00 Heritage Advisory Committee Meetings .....	6
7.00 Heritage Advisory Committee Agendas and Minutes .....	6
8.00 Municipal Historic Sites .....	7
9.00 Heritage Inventory .....	8
10.00 Protection of Historic Sites .....	8
11.00 Historic Resources Permit .....	9
12.00 Heritage Fund .....	9
13.00 Heritage Incentives .....	10
14.00 Penalties .....	13
PART III – FORCE AND EFFECT .....	15
15.00 Severability .....	15
16.00 Bylaw Repealed.....	15
17.00 Enactment .....	15
18.00 Bylaw Readings.....	15



# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

### **3.00 Definitions**

#### **3.01 In this Bylaw:**

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) "city" means the City of Dawson;
- (c) "council" means the Council of the City of Dawson.
- (d) "Historic Townsite" means the combined area of the Downtown Heritage Management Area and the Residential Heritage Management Area as defined by the *Zoning Bylaw*.
- (e) "Development Officer" means the Community Development and Planning Officer or their delegate as appointed by the Chief Administrative Officer (CAO).
- (f) "Heritage Inventory" means a listing of historic resources within the City of Dawson that includes relevant information from the Yukon Historic Sites Inventory (YHSI). The Heritage Inventory is intended to complement, not duplicate, the YHSI.
- (g) "Historic Resource" means a historic site, historic object, or any work or assembly of works of nature or human endeavor listed in the Yukon Historic Sites Inventory.
- (h) "Historic Resources Permit" means a permit issued by the Development Officer to authorize any proposed alteration to a historic resource.
- (i) "Minister" means the Minister of the Yukon Legislative Assembly responsible for the Historic Resources Act.
- (j) "Municipal Historic Site" means an area or place, parcel of land, building or structure, or the exterior or interior portion of a building or structure that is by itself, or by reason of containing a historic resource, designated by Council as a Municipal Historic Site.
- (k) "Municipal Historic Sites Inventory" means a listing of the Municipal Historic Sites designated by Council.
- (l) "Registered Owner" means the individual(s) listed as the owner on the current land titled for the property.



# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

### **PART II – APPLICATION**

#### **4.00 Heritage Advisory Committee Structure and Proceedings**

- 4.01 Council shall by resolution appoint a minimum of three (3) and a maximum of five (5) voting members to the Heritage Advisory Committee (HAC). Members shall be residents of, or be the registered owner of property/properties in, the City of Dawson but are not required to be Canadian citizens.
- 4.02 Terms for voting members shall be of a two-year period and shall be staggered so that the terms of members end in alternate years. Appointments shall be to terms concluding on September 30<sup>th</sup> of any given year. Members may be reappointed to succeeding terms.
- 4.03 Members serve at the pleasure of Council.
- 4.04 Where a member of HAC has failed to attend three (3) consecutive HAC meetings without the consent of the chair, HAC may, by resolution, recommend to Council that Council revoke the appointment of such member by resolution.
- 4.05 At the first regular meeting following September 30<sup>th</sup> in any year, HAC shall, by resolution appoint a chair and deputy chair for a term not exceeding one year.
- (a) Members may volunteer their names for consideration. If no volunteers come forward, chair and deputy chair shall fall to the two longest-standing members of HAC.
- (b) A chair may serve for more than one successive term.
- 4.06 Council shall appoint up to four (4) heritage professional advisory members to HAC, with one (1) each invited from Tr'ondëk Hwëch'in, Parks Canada, Yukon College, and Government of Yukon.
- (a) Each professional advisory member may appoint an alternate who may participate on their behalf should they be unavailable to attend a meeting.
- (b) The Yukon College professional advisory member should be teaching or studying in a relevant building related field such as carpentry.
- (c) Individuals not affiliated with one of the organizations listed in 4.06 may serve as professional advisory members under the following conditions:
- I. There are currently less than four (4) professional advisory members appointed by Council; and
- II. The number of voting members appointed to HAC has already reached the maximum of five (5) members.
- 4.07 Professional advisory members shall:
- (a) Be non-voting members of HAC with participation in all HAC meetings;
- (b) Be appointed to a term not exceeding two years, but may be reappointed to succeeding terms; and
- (c) Serve at the pleasure of Council.



# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

- 4.08 Unless otherwise specified in this bylaw, conduct at meetings shall be in accordance with section 11 the *Council Proceedings Bylaw*, and amendments thereto.
- 4.09 Three (3) voting members of HAC shall constitute a quorum at any meeting.
- (a) If quorum is not present within 30 minutes after the time fixed for a regular or special meeting of HAC, the Development Officer shall ensure the names of members present are recorded and the meeting shall be adjourned until the next regular or special meeting.
- (b) If a member arrives late, no prior discussion shall be reviewed for that member's benefit except with the unanimous consent of all members present at the meeting.
- 4.10 Members who are in conflict of interest must declare the conflict and step down from the table during discussion and voting for the related agenda item(s).
- (a) Members are considered to be in conflict where they may be perceived as unable to make an unbiased assessment of the matter at hand due to monetary or other tangible benefits relating to:
- I. The member or the member's immediate family;
- II. A corporation in which the member is a shareholder, director, or officer;
- III. A society in which the person is a member, officer or employee; or
- IV. A partnership or firm of which the person is a member.
- (b) The withdrawal and return of the member shall be recorded in the minutes.
- 5.00 Heritage Advisory Committee Duties & Responsibilities**
- 5.01 HAC shall:
- (a) Consider and make recommendations to the Development Officer regarding historic resource permit applications;
- (b) Consider and make recommendations to the Development Officer regarding heritage aspects of a development permit applications in the historic townsite;
- (c) Consider and make recommendations to the Development Officer regarding nominations for designation of a Municipal Historic Site based on publicly available evaluation criteria;
- (d) Provide a list of proposed heritage-related projects once per fiscal year for consideration in the Council annual operating budget process;
- (e) Provide feedback and input to the Development Officer to assist with the development and maintenance of a Development & Heritage Guide to provide a consistent framework for decision making; and
- (f) Other duties as delegated to it by Council from time to time.
- 5.02 HAC and its members shall not represent the City of Dawson in a formal or informal capacity unless requested and/or approved by Council.
- 5.03 If, after two consecutive meetings, HAC is unable to make a decision on any matter referred to HAC, HAC shall refer the matter to Council.



# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

- 5.04 HAC members will be required to attend orientation and ongoing training as recommended by the Development Officer and determined by Council.

### **6.00 Heritage Advisory Committee Meetings**

- 6.01 At the last meeting of each calendar year, HAC shall establish the regular HAC meeting dates for the following year.
- 6.02 All regular meetings shall be scheduled from 7:00pm to 9:00pm. HAC may, by resolution, extend the hours of a regular meeting, not exceeding two periods of thirty (30) minutes.
- 6.03 When the day fixed for a regular meeting of HAC falls on a statutory holiday, the meeting shall be held on the following working day.
- 6.04 The Development Officer may recommend cancellation of a regular meeting if there are no matters referred to HAC.
- 6.05 Notwithstanding s. 6.04 above, HAC shall hold a minimum of one regular meeting per month.
- 6.06 Meetings shall be attended in person wherever possible. A member may participate by electronic means if it is not feasible to attend in person. Electronic participation contributes to the quorum of the meeting.

### **7.00 Heritage Advisory Committee Agendas and Minutes**

- 7.01 Notice for each meeting shall be given in the form of an agenda and meeting package distributed electronically not less than two (2) working days prior to the time of the meeting.
- 7.02 All matters to be considered at a meeting, including development permit and historic resources permit applications, shall be submitted to the Development Officer at least four (4) business days prior to the time of the meeting.
- 7.03 No business other than that stated in the regular meeting agenda shall be heard at that meeting unless all members present pass a resolution unanimously to accept a time-sensitive item.
- 7.04 Upon the meeting being called to order, the following shall be the order of business unless otherwise determined by unanimous consent of the members present at the meeting:
- (a) Call to Order
  - (b) Adoption of Agenda
  - (c) Delegations
  - (d) Business Arising from Delegations
  - (e) Adoption of Minutes
  - (f) Business Arising from Minutes
  - (g) Applications
  - (h) Reports





# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

- (i) Unfinished Business
  - (j) New Business
  - (k) Correspondence
  - (l) Information
  - (m) Adjournment
- 7.05 Delegates may register an interest in a specific topic, in advance, in order to address HAC about the topic, with a speaking time not to exceed ten (10) minutes.
- 7.06 Notwithstanding s. 7.05 above, delegations on standalone topics that are not associated with an application shall be no longer than ten minutes, and may only be accepted if time permits, at the discretion of the Development Officer.
- 7.07 All recommendations shall be approved by a resolution. Reasons and explanations for a resolution shall be outlined in the minutes.
- 7.08 The Chair, or any two members, may call special meetings as deemed necessary, provided that two (2) working days notice be given to all members prior to the meeting.
- 7.09 HAC will hold a joint special meeting with Council on a biannual basis, to be scheduled jointly by the Development Officer and the Executive Assistant.
- (a) The agenda for the joint meeting shall be finalized and circulated as per s. 7.01 above.
- 7.10 HAC may, by resolution, close a meeting to the public if the matter to be discussed is a matter contemplated by section 213(3)(b) of the *Municipal Act*.
- 7.11 The Development Officer shall ensure that minutes of all proceedings are legibly recorded and approved as accurate by resolution at the next regular meeting.
- (a) When approved as accurate, the Development Officer shall forward the minutes to Council as information.

## **8.00 Municipal Historic Sites**

- 8.01 Council may either, on its own motion, or upon nomination by any person or group of persons, designate any site as a Municipal Historic Site when it has determined, in its opinion, that the site is an important illustration of the historic development of the Klondike Valley, or the natural history or peoples and cultures of the Klondike Valley Cultural Landscape, as delineated in the *Heritage Management Plan*.
- 8.02 Designation of site as a Municipal Historic Site under s. 8.01 above must be in compliance with the requirements listed in Part 5 of the *Historic Resources Act* and amendments thereto.
- 8.03 When a person or group of persons wishes to designate a site as a Municipal Historic Site, they shall complete a nomination form and submit it to the Development Officer with the prescribed fee as per the *Fees and Charges Bylaw*.
- 8.04 When the Development Officer receives a nomination to designate a Municipal Historic Site, they shall:



# THE CITY OF DAWSON

## Heritage Bylaw

Bylaw No. 2019-04

- (a) Assess the application for completeness and accuracy;
  - (b) Present the nomination to HAC for evaluation; and
  - (c) Prepare a report including:
    - I. the recommendations of HAC;
    - II. whether the site meets the requirements of this bylaw and of the *Historic Resources Act*; and
    - III. an overall assessment of the nomination with respect to overall planning considerations.
  - (d) Present the report detailed in s. 8.04(b) above for Council consideration.
- 8.05 Prior to passing a bylaw to designate a Municipal Historic Site under s. 8.01 above, Council will give full consideration of the recommendations provided in the report provided under s. 8.04(b).
- 8.06 A bylaw to designate a Municipal Historic Site shall include, at minimum:
- (a) A legal description of the land to be designated, if available, and/or a written description of the land to be designated;
  - (b) A map delineating the land to be designated;
  - (c) Reasons for designation; and
  - (d) Any specific protection measures or prohibitions as determined necessary by Council.
- 8.07 All transfers or sales of Municipal Historic Sites shall be completed in accordance with sections 51 and 52 of the *Historic Resources Act*.
- 9.00 Heritage Inventory**
- 9.01 Council will maintain an inventory of
- (a) all designated Municipal Historic sites in compliance with s. 55 of the *Historic Resources Act*; and
  - (b) all existing historic resources within the municipality, including sites which have historical significance but which have not been designated by Council as a Municipal Historic Site.
- 10.00 Protection of Historic Sites**
- 10.01 The Development Officer is appointed by this bylaw to serve as an inspector for the purposes of enforcing this bylaw and the *Historic Resources Act*, as per sections 48, 49, and 50 of the *Historic Resources Act*.
- 10.02 No person shall make, demolish, move, or make alterations to a Municipal Historic Site and/or a site listed on the Heritage Inventory unless such alteration is carried out in accordance with a valid development permit or historic resources permit.





# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

10.03 In addition to s. 10.01 and 10.02 above, no person shall carry out an activity that will in the opinion of HAC, alter the character defining elements of a Municipal Historic Site, without the approval of Council by resolution.

10.04 Upon receipt of an application for a development permit or historic resources permit for an activity that may alter the historic character of a non-designated site listed on the Heritage Inventory, HAC may recommend that the Development Officer bring the application forward to determine if Council wishes to commence the process for designation as a Municipal Historic Site.

### **11.00 Historic Resources Permit**

11.01 A historic resources permit is required for any proposed exterior alterations and/or alterations of a character defining element of a Municipal Historic Site and/or to a site listed on the Heritage Inventory that does not meet the threshold for a development permit as defined in the sections 4.1 and 4.2 of the *Zoning Bylaw*.

11.02 Historic resources permits will be assessed and approved by the Development Officer, with recommendations from HAC, in accordance with the following, as applicable:

- (a) Development & Heritage Guide;
- (b) *Design Guidelines for Historic Dawson*;
- (c) *Standards and Guidelines for the Conservation of Historic Places in Canada*;
- (d) *Heritage Management Plan*;
- (e) *Zoning Bylaw*; and
- (f) Statement of significance and character defining elements.

### **12.00 Heritage Fund**

12.01 As per the *Reserves Fund Bylaw* Appendix A, the Heritage Fund may be used to assist with the following:

- (a) Restoration, enhancement, or renovation of Municipal Historic Sites and sites listed on the Heritage Inventory;
- (b) Acquisition, by the City of Dawson, of Municipal Historic Sites and sites listed on the Heritage Inventory for heritage conservation/restoration purposes;
- (c) Provision of financial assistance to owners or lessees of Municipal Historic Sites and sites listed on the Heritage Inventory for restoration, enhancement, or renovation of the site;
- (d) Research to aid with interpretation of the culture and history of the Klondike Valley Cultural Landscape;
- (e) Development of interpretive media such as signage, panels, or tours;
- (f) Increasing public awareness of historic resources and heritage management of the City; and
- (g) Other heritage purposes as specified by the resolution of Council.



# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

- 12.02 Council shall transfer revenues from historic resources permits and Municipal Historic Site nominations to the Heritage Fund.
- 12.03 The Heritage Fund may be accessed by two project types:
- (a) Municipal projects, not exceeding a value of \$5,000 per fiscal year, that have been identified by HAC but have not been allocated budget funding; and
  - (b) Private projects that have proceeded through the Heritage Incentive application process as outlined in s. 13 of this bylaw.
- 12.04 Where HAC wishes to propose a project that meets the requirements for withdrawal from the Heritage Fund as per s. 12.01 and s. 12.03(a) above, HAC shall work with the Development Officer to devise a scope of work to be considered by Council. Municipal projects accessing the Heritage Fund will only be considered after the Heritage Incentive intake each year.
- 12.05 With respect to s. 12.03 above, Council shall hear project proposals for the Heritage Fund and may decide to:
- (a) Approve the project and transfer the full requested amount out of the Heritage Fund;
  - (b) Approve the project with minor changes transfer a full or partial amount out of the Heritage Fund;
  - (c) Request that changes are made to the project scope and returned with an updated proposal; or
  - (d) Decline the project because it is not eligible and/or is not deemed a project priority.

### **13.00 Heritage Incentives**

- 13.01 Registered owners or lessees (with written authorization from the registered owner) of a Municipal Historic Site or a site listed on the Heritage Inventory may apply to the Heritage Fund as per s. 12.01 above.
- 13.02 Eligible restoration, enhancement, or renovation costs for Tier I and II incentives include the following:
- (a) Repair or replacement of roofs or foundations;
  - (b) Sealing to weather;
  - (c) Stabilization and/or installation of additional bracing;
  - (d) Repair or reproduction of doors and windows;
  - (e) Repair or replacement of cladding;
  - (f) Returning the exterior to its original appearance as per photographic evidence or other research as appropriate;
  - (g) Painting, where it can be demonstrated as a conservation activity;
  - (h) Interpretive signage and/or other publicly available interpretive media;
  - (i) Alterations that bring a structure into compliance with current bylaws in order to resolve a legal non-conforming status but do not impact the heritage values or character defining elements;



# THE CITY OF DAWSON

## Heritage Bylaw

Bylaw No. 2019-04

- (j) Procurement of materials to undertake any of the above; and
  - (k) Procurement of skilled labour to undertake any of the above.
- 13.03 Non-eligible projects include the following:
- (a) Projects where a government is the applicant;
  - (b) Cyclical repair such as cosmetic repainting and landscaping;
  - (c) Private purchase of land or structures;
  - (d) Projects that have already commenced or are already complete;
  - (e) Projects on properties that have received funding under this bylaw within the last five (5) calendar years;
  - (f) Restoration or redevelopment that does not conform with the *Zoning Bylaw*, *Heritage Management Plan* and the *Design Guidelines for Historic Dawson*; and the *Standards and Guidelines for the Conservation of Historic Places in Canada*. Exceptions may be made for structures that are demonstrated to be legal non-conforming and meet the criteria for alterations to a legal non-conforming structure as per the *Municipal Act*.
  - (g) Projects on properties with outstanding property tax or compliance infractions with respect to any municipal bylaw;
- 13.04 Owners or lessees of a Municipal Historic Site are eligible for a Tier I Heritage Incentive, which constitutes up to 50% of an eligible project to a maximum of \$10,000.
- 13.05 Owners or lessees of a non-designated heritage site are eligible for a Tier II Heritage Incentive, which constitutes up to 50% of an eligible project to a maximum of \$5,000.
- 13.06 Tier I and II Heritage Incentives are granted on an annual basis to a combined maximum that is equal to half of the Heritage Reserve Fund or \$20,000 per year, whichever is lesser.
- 13.07 Applications for Tier I and II Heritage Incentives will be considered complete when the following information is submitted to the Development Officer by April 15 of each year:
- (a) Completed application form;
  - (b) Project Proposal detailing:
    - I. Work plan and timeline;
    - II. Rationale for the project;
    - III. Current state of the structure/site (with photographs);
    - IV. Explanation of how the project advances the goals of the *Heritage Management Plan* and preserves the heritage values and/or character defining elements of the site; and
    - V. Explanation of how the project will extend the life of the site and provide heritage value to the broader community;
  - (c) Project budget, including details on proposed outside funding sources and ability to finance the project;



# THE CITY OF DAWSON

## Heritage Bylaw

Bylaw No. 2019-04

- (d) Detailed drawings showing compliance with the *Zoning Bylaw*, *Heritage Management Plan*, *Design Guidelines for Historic Dawson*, and *Standards and Guidelines for the Conservation of Historic Places in Canada* where appropriate;
  - (e) Historical evidence of the site/structure's original use and features, such as historic photos or museum records; and
  - (f) Written approval from the registered owner of the site (where applicable).
- 13.08 Applications that do not meet all of the criteria listed in s. 13.07 above will not be assessed.
- 13.09 Applications for a heritage incentive will be assessed against the following criteria:
- (a) Whether the application is for a Tier I or II incentive, with Tier I being the highest weighted incentive;
  - (b) The degree of deterioration and necessity of restoration;
  - (c) The financial and technical ability of the applicant to complete the work;
  - (d) Ability of the applicant to access other funding for the project;
  - (e) The clarity, accuracy, and credibility of the project proposal;
  - (f) The degree of benefit to the heritage integrity of the site;
  - (g) The degree of community benefit; and
  - (h) Demonstration of commitment to using design features, materials, and styles that meet the *Design Guidelines for Historic Dawson* and the *Standards and Guidelines for the Conservation of Historic Places in Canada*.
- 13.10 Applicants may, upon request to the Development Officer, speak as a delegate to HAC to explain and get feedback on their proposal prior to formal submission of an application for a Heritage Incentive.
- 13.11 Council shall, upon the recommendation of HAC, determine by resolution whether an application, or any part thereof, should be:
- (a) Fully approved;
  - (b) Partially approved;
  - (c) Approved with additional conditions; or
  - (d) Denied.
- 13.12 Successful applications will be required to enter into a Contribution Agreement with the City of Dawson, detailing at minimum, the following conditions:
- (a) The proposed project shall not commence until the proponent has obtained a valid development permit and/or historic resources permit, as applicable.
  - (b) Funds will be released upon the completion of the project based on a site visit conducted by the Development Officer to confirm that the work has been completed as agreed;
  - (c) Confirmation that any applicable territorial permits have been approved and closed;
  - (d) The applicant must remain in compliance with all relevant municipal and territorial legislation;



# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

- (e) The Contribution Agreement may be terminated if, in the opinion of the City of Dawson, the applicant fails to comply with any conditions of the Agreement;
  - (f) Any project-specific conditions as identified by the Development Officer, HAC, or Council.
- 13.13 Receipt of an incentive through another funding opportunity does not change the eligibility of a project under this program.

### **14.00 Penalties**

- 14.01 A development officer may enforce the provisions of this bylaw in accordance with the *Yukon Municipal Act*.
- 14.02 Any person who does the following commits an offence:
- (a) contravenes, causes, or permits a contravention of this bylaw or a historic resources permit;
  - (b) neglects or omits anything required under this bylaw or a historic resources permit;
  - (c) fails to comply with an order, direction, or notice given under this bylaw; or
  - (d) fails to provide entry for inspection under this bylaw.
- 14.03 If a development officer finds that a person is committing an offence under this bylaw, the development officer may require the person responsible for the violation to remedy it through a notice of offence order.
- 14.04 A development officer may issue a notice of offence order to:
- (a) the owner of the property;
  - (b) the person in possession of the land or buildings; or
  - (c) the person responsible for the offence.
- 14.05 The notice of offence order must be delivered in person, by registered mail, or by posting the notice in a conspicuous location on the site.
- 14.06 A notice of offence order shall:
- (a) describe the nature of the violation;
  - (b) describe the actions or measures required to remedy the violation, including the removal or demolition of a structure that has been erected or placed;
  - (c) state a time within which the person must comply with the directions or the order; and
  - (d) state that if the person does not comply with the directions within a specified time an offence ticket will be issued and/or the municipality will take action or measure at the expense of the person.
- 14.07 Where a person fails or refuses to comply with the notice of offence order, a development officer may take such action as is necessary to enforce the order.
- 14.08 The costs and expenses incurred by the City in carrying out a notice of offence order shall be placed on the tax roll as an additional tax against the property concerned, and that amount shall be collected in the same manner as taxes on the land.



# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

- 14.09 If the corrective measures described in a notice of offence are not completed within the specified time, or if development continues after a permit has been revoked or a fine has been issued, the person to whom the order was issued may be issued an offence ticket by a development officer.
- 14.10 All offence tickets shall be prepared and served in accordance with part 3 of the Yukon *Summary Convictions Act*.
- 14.11 An offence ticket shall be served by registered mail or in person.
- 14.12 Set fines under this section include the following:
- (a) Failure to obtain a historic resources permit - \$250.00
  - (b) Failure to obtain a historic resources permit (second or subsequent offence) - \$500.00
  - (c) Failure to comply with permit conditions - \$250.00
  - (d) Failure to comply with permit conditions (second or subsequent offence) - \$500.00
  - (e) Failure to comply with notice of offence order - \$250.00
  - (f) Failure to comply with notice of offence order (second or subsequent offence) - \$500.00
  - (g) Failure to grant right of entry - \$250.00
  - (h) Failure to grant right of entry (second or subsequent offence) - \$500.00
- 14.13 The costs and expenses incurred by the City in carrying out a notice of offence order shall be placed on the tax roll as an additional tax against the property concerned, and that amount shall be collected in the same manner as taxes on the land.
- 14.14 When a development officer is satisfied that there is a continued contravention of this bylaw and it appears the contravention will not be corrected in a timely manner, the development officer may report such a contravention to Council.
- 14.15 Council may, on finding that any development or use of land or buildings is in contravention of this bylaw:
- (a) direct the development officer to act on the matter;
  - (b) suspend or revoke a development permit with respect to such contravention; and/or
  - (c) apply to the Court for an injunction to restrain such contravention.
- 14.16 A person who fails or refuses to comply with a notice of offence order is liable to sanctions as described in section 343 of the Yukon *Municipal Act*.
- 14.17 In addition to the penalties provided for in this bylaw, a person convicted of an offence may be ordered to remove such development and reclaim the site at that person's own expense.
- 14.18 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.





# THE CITY OF DAWSON

## *Heritage Bylaw*

Bylaw No. 2019-04

### **PART III – FORCE AND EFFECT**

#### **15.00 Severability**

15.01 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.

#### **16.00 Bylaw Repealed**

16.01 Bylaw 09-04, 09-06, 14-12, 15-06, and their amendments are hereby repealed.

#### **17.00 Enactment**

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

17.02 This bylaw shall be reviewed every 5 years.

#### **18.00 Bylaw Readings**

Readings	Date of Reading
FIRST	<b>July 29, 2019</b>
SECOND	<b>September 9, 2019</b>
THIRD and FINAL	

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*Name of Presiding Officer, Title*  
**Presiding Officer**

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*Name of CAO (or designate), Title*  
**Chief Administrative Officer**



# Report to Council

☒ For Council Decision   ☐ For Council Direction   ☐ For Council Information

☐ In Camera

<b>SUBJECT:</b>	Zoning Bylaw Amendment No. 3	
<b>PREPARED BY:</b>	Clarissa Huffman and Libby Macphail, Community Development and Planning	<b>ATTACHMENTS:</b> 1. Zoning By-Law Amendment No. 3
<b>DATE:</b>	August 13, 2019	
<b>RELEVANT BYLAWS / POLICY / LEGISLATION:</b> Cannabis Control and Regulation Act Official Community Plan Zoning Bylaw		

## RECOMMENDATION

It is respectfully recommended that Council pass Zoning Bylaw Amendment No. 3 Bylaw through second and third reading.

## ISSUE

Yukon Government passed the Cannabis Control and Regulation Act in 2018. The regulations specify regulations that must be followed by all licensees and indicates that some regulations may be varied by municipalities. Council reviewed which regulations they wished to vary on June 8, 2019 and provided direction to administration. The zoning bylaw amendment capturing Council's recommendations was passed through first reading on July 29, 2019 and forwarded back to Committee of the Whole with no further changes requested.

## ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

### Added Definitions: "Indoor Cannabis Facility" and "Indoor Growing Facility"

Council indicated that they wished to see an added definition for an "Indoor Growing Facility" that would encapsulate cannabis growing and food growing (such as hydroponics). Upon further investigation by administration, it was deemed that the two uses should be separated, as the Government of Canada Licensing for growing cannabis is complex. Cannabis businesses can apply for licenses that include three different activities: cultivating cannabis (growing cannabis products), producing cannabis (creation of goods such as oils), and packaging cannabis. Because there are stricter licensing requirements for the aforementioned cannabis activities, it is prudent to align to federal legislative wording and separate the definitions.



### **Specific Use Regulations: Setbacks**

The setback distance was modified to include no setbacks between Cannabis Retail Services and a setback of 100m from the main entrance of Robert Service School. Council had discussed that allowing Cannabis Retail Services only in C1: Core Commercial would be sufficient enough in reducing potential land use conflicts, while also not unduly restricting Cannabis Retail Service business owners. However, Council still wished to reduce the land use conflict of Cannabis Retail Services next to Robert Service School. Administration responded by adding a setback distance from the main entrance of the school of 100 m. This distance was determined by visiting the school and visually determining what areas could be seen from the door and cross-referenced using Yukon Lands Viewer.

### **Specific Use Regulations: Non-Regulated Goods**

Council indicated that they desired Cannabis Retail Services to have the ability to sell non-regulated goods, including non-regulated goods that promote cannabis. By allowing Cannabis Retail Services to have the ability to sell non-regulated goods, it does not impact the two licensed business models; stand-alone stores and stores with dedicated cannabis areas. The purpose behind these two business models is not regarding the sale of non-regulated goods, it is to regulate whether or not minors can enter the premises. In the stand-alone store model, minors are not allowed on the premises. In the stores with dedicated cannabis areas model, minors are allowed on the premises, but not in the dedicated cannabis area.

### **Permitted Use in Zones**

Council discussed that they were comfortable with “Indoor Cannabis Facility” and “Indoor Growing Facility” uses being outside of the historic townsite. These uses were added to zone C2: Commercial Mixed Use and M1: Industrial, which are present in the Klondike Valley.

APPROVAL		
<b>NAME:</b>	Cory Bellmore, CAO	<b>SIGNATURE:</b>
<b>DATE:</b>		



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 3 Bylaw

Bylaw No. 2019-08

**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. 3**.

#### 2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) An amendment to the Zoning Bylaw specific use regulations to include regulations for Cannabis Retail Services.



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 3 Bylaw

Bylaw No. 2019-08

### Table of Contents

PART I - INTERPRETATION .....	1
1.00 Short Title .....	1
2.00 Purpose .....	1
3.00 Definitions .....	3
PART II – APPLICATION.....	3
4.00 Amendment .....	3
PART III – FORCE AND EFFECT .....	4
5.00 Severability .....	4
6.00 Enactment .....	4
7.00 Bylaw Readings.....	4



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 3 Bylaw

Bylaw No. 2019-08

### 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) "Cannabis Retail Services" means the retail sale of cannabis and products containing cannabis to the public; this includes storing cannabis onsite to support the operations of those premises, as described in the Zoning By-Law Section 2.2.
- (d) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (e) "city" means the City of Dawson;
- (f) "council" means the Council of the City of Dawson;

## PART II – APPLICATION

### 4.00 Amendment

#### 4.01 This bylaw amends Section 2.2 General Definitions to include the following definitions:

- (a) "Indoor Cannabis Facility" means a facility used for cultivating, producing, and packaging cannabis for the purposes of commercial sale.
- (b) "Indoor Growing Facility" means a facility used for cultivating plants and/or food for the purposes of commercial sale, not including cannabis.

#### 4.02 This bylaw amends Section 8.0 Specific Use Regulations to include a section for Cannabis Retail Services, titled "Section 8.11 Cannabis Retail Services", and is modified to add the following regulations:

- (a) There shall be no required setbacks between Cannabis Retail Services.
- (b) A Cannabis Retail Service shall not be located within 100 m of the Robert Service School main entrance.



# THE CITY OF DAWSON

## Zoning Bylaw Amendment No. 3 Bylaw

Bylaw No. 2019-08

(c) A Cannabis Retail Service shall be allowed to sell non-regulated goods, including non-regulated goods that promote cannabis.

4.03 This bylaw amends Section 12.2 C2 Zone (Commercial Mixed Use) and Section 13.1 M1 Zone (Industrial) to add “Indoor Cannabis Facility” and “Indoor Growing Facility” as permitted uses.

### 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.

#### 7.00 Bylaw Readings

Readings	Date of Reading
FIRST	July 29, 2019
PUBLIC HEARING	August 26, 2019
SECOND	September 9, 2019
THIRD and FINAL	September 9, 2019

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Wayne Potoroka, Mayor

Presiding Officer

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Cory Bellmore

Chief Administrative Officer



August 14, 2019

Mayor Wayne Potoroka  
City of Dawson  
P.O. Box 308  
Dawson City, Yukon Y0B 1G0

Dear Mayor Potoroka:

**RE: Requesting Feedback on the Draft of Yukon Parks Strategy**

In April 2018, I wrote to invite you to participate in the development of a long-term strategy for Yukon's system of territorial parks, including wilderness parks, campgrounds, recreation sites, and others. The Department of Environment has now developed a first draft based on input received from April to September 2018. Today I am writing to invite you to comment on the enclosed Draft Yukon Parks Strategy.

The draft strategy intends that communities across Yukon experience the benefits of parks, including healthy land, healthy people, and a healthy economy. The draft proposes specific actions on eight priorities for the period from 2020 to 2030:

1. Keep doing what is working
2. Develop a parks system plan
3. Operationalise emerging parks
4. Enrich and diversify park experiences
5. Ensure protection
6. Advance reconciliation
7. Modernise regulations
8. Financially sustain our parks

We greatly value collaboration with First Nations and Inuvialuit partners. I want to stress that this is a draft document, which we intend to revise based on the feedback we receive. In particular, you will notice that the current draft does not propose specific actions related to reconciliation, as we want to develop these actions through dialogue.

Page 2

We would appreciate hearing from a delegate or representative of your government prior to September 5, to confirm the best way to obtain your feedback. Please contact Jean Langlois, Manager, Strategy and Regulations Project, to discuss next steps or for more information. You can reach him at 867-456-6761 or [jean.langlois@gov.yk.ca](mailto:jean.langlois@gov.yk.ca).

The public will also have an opportunity to comment on the draft strategy through [www.engageyukon.ca](http://www.engageyukon.ca).

The department will revise the draft strategy based on feedback received. We anticipate approving a final Yukon Parks Strategy this coming fall/winter.

I look forward to working with you to shape the future of Yukon territorial parks.

Mahsi,

A handwritten signature in dark ink, appearing to read 'Pauline Frost', with a stylized, cursive script.

Pauline Frost  
Minister of Environment

Enclosures: Draft of Yukon Parks Strategy



# **Draft Yukon Parks Strategy**

For Public Review

July 2019





## Contents

1	About this document.....	3
2	Executive summary .....	4
3	Context.....	6
3.1	Yukon's parks system.....	6
3.2	Strategic opportunities and challenges, 2020-2030 .....	8
3.2.1	Growing use of territorial parks .....	8
3.2.2	A young and growing parks system.....	10
3.2.3	Reconciliation and partnership.....	10
3.2.4	Biodiversity, wilderness, and Yukon's place in the world .....	10
3.2.5	Climate change .....	11
4	Long-term direction.....	12
4.1	Where we are going.....	12
4.2	Making a strategic shift.....	14
4.3	Our priorities for 2020-2030.....	15
5	Strategic actions, 2020-2030.....	16
5.1	Keep doing what's working.....	16
5.2	Develop a parks system plan.....	17
5.3	Begin to operate emerging parks .....	18
5.4	Enrich and diversify park experiences .....	19
5.4.1	Build a bigger and better campground near Whitehorse.....	19
5.4.2	Offer a good night's sleep.....	20
5.4.3	Test campground reservations .....	21
5.4.4	Develop recreation destinations .....	22
5.4.5	Accommodate a range of activities.....	22
5.4.6	Welcome year-round park use .....	23
5.5	Ensure protection.....	24

5.5.1	Prioritize ecological integrity and cultural continuity .....	24
5.5.2	Manage consistently.....	24
5.5.3	Apply landscape conservation science .....	25
5.5.4	Green park operations.....	26
5.6	Advance reconciliation .....	26
5.7	Modernize regulations.....	27
5.8	Financially sustain our parks .....	28
5.8.1	Update park fees .....	28
5.8.2	Update core budget.....	30
5.8.3	Modernize capital asset management.....	31
5.8.4	Pursue efficient operational excellence.....	32
6	Implementation.....	33
6.1	Resources.....	33
6.2	One-government approach.....	33
6.2.1	One-government approach to land use planning and parks .....	33
6.2.2	One-government approach to park roads and boat launches .....	33
6.3	Implementation plan .....	34
6.4	Participation and accountability .....	34
7	Appendices.....	35
7.1	Glossary - definitions of key terms .....	35
7.2	Current and proposed park fee structures.....	37

# 1 About this document

**Note:** This document is a draft which Government of Yukon is sharing to invite comments and feedback from First Nations and Inuvialuit, stakeholders, and the public. Feedback on this draft will help us develop a final Yukon parks strategy.

The purpose of a Yukon parks strategy is to set long-term direction for Yukon's territorial parks system, and to provide strategic guidance on how to sustainably deliver the environmental, economic, social, and health benefits of parks and campgrounds. The strategy does this by:

- Describing the context, opportunities and challenges of the decade ahead (part 3);
- Setting long-term direction and identifying priorities (part 4); and
- Committing to specific actions that we will take in the next decade and explaining why (part 5).

Part 6 describes how the final Yukon parks strategy will be implemented.

Key terms are defined in appendix 7.1.

This draft strategy incorporates extensive public input gathered in 2018. More information including a summary of that public input can be found at: <https://engageyukon.ca/en/2018/talking-yukon-parks>

Please see [www.EngageYukon.ca](http://www.EngageYukon.ca) for more information on how to share your comments on this draft, or contact Jean Langlois at the Department of Environment's Parks Branch at [jean.langlois@gov.yk.ca](mailto:jean.langlois@gov.yk.ca) or (867) 456-6761.

**The deadline for comments is September 16, 2019.**

We will consider all feedback as we prepare a final Yukon parks strategy. We anticipate that the final strategy will be complete in the winter of 2019-2020.

## 2 Executive summary

The purpose of a Yukon parks strategy is to set long-term direction for Yukon's territorial parks system, and to provide strategic guidance on how to sustainably deliver the environmental, economic, social, and health benefits of parks and campgrounds.

Strategic opportunities and challenges for the parks system in the next decade include:

- Growing use of territorial parks
- A young and growing parks system
- Reconciliation and partnership
- Biodiversity, wilderness, and Yukon's place in the world
- Climate change

The Draft Yukon Parks Strategy proposes a long-term direction for the parks system based on four elements:

- Protection
- Reconciliation
- Public Service
- Public Benefits

The strategy identifies eight priorities for the period from 2020 to 2030:

1. Keep doing what's working
2. Develop a parks system plan
3. Begin to operate emerging parks
4. Enrich and diversify park experiences
5. Ensure protection
6. Advance reconciliation
7. Modernize regulations
8. Financially sustain our parks

The strategy commits the Government of Yukon to taking 21 specific strategic actions to advance these priorities. For example, we will:

- Update park fees
- Build a bigger and better campground near Whitehorse
- Test options for campground reservations
- Prioritize ecological integrity and cultural continuity

- Welcome year-round park use

Implementing this strategy will involve collaboration with First Nations and Inuvialuit, opportunities for public participation, and a one-government approach. Implementation will require new human, financial, and capital resources.

We will be accountable by publishing a brief report every three years describing our progress in implementing the approved parks strategy and related commitments.

## 3 Context

### 3.1 Yukon's parks system

Yukon territorial parks are legally established and managed by the Government of Yukon according to the *Parks and Land Certainty Act*. Many were established directly by First Nations and Inuvialuit Final Agreements. Territorial parks are managed by the Department of Environment's Parks branch (shortened in this document to Yukon Parks) in collaboration with First Nations and Inuvialuit.

Parks play a big role in protecting Yukon's environment and cultural heritage. They also contribute to Yukon's economy through tourism, recreation, local employment and entrepreneurship. Local businesses supply a range of goods and services including firewood, vehicles, fuel, communications equipment and services, and more.

Today we have 57 territorial parks classified into four types (natural environment parks, recreation parks, wilderness preserves, and ecological reserves). The types of parks differ in their emphasis on providing recreation opportunities, ecosystem preservation, or a mix of the two. Together, our parks represent a world-class system of recreation and protection encompassing 15,152 km<sup>2</sup> or 3.1% of Yukon (see Figure 1).

More than one-quarter of Yukon's population camp in our campgrounds every year. In 2018 we provided over 57,000 nights of camping for over 89,000 people.

For more information about Yukon's territorial parks system visit:

<https://yukon.ca/en/outdoor-recreation-and-wildlife>





Figure 1. Map of Yukon territorial parks

## 3.2 Strategic opportunities and challenges, 2020-2030

Five key themes emerge as we consider the strategic context, opportunities, and challenges of the decade ahead.

### 3.2.1 Growing use of territorial parks

- Use of territorial parks, by both residents and visitors, has grown dramatically in the past decade. From 2008 to 2018:
  - The number of people camping in our campgrounds increased by 80% to more than 89,000 (see Figure 2a).
  - The use of our campground facilities more than doubled. The occupancy of campsites increased 103% to over 57,000 nights.
  - Backcountry camping in the popular backpacking areas of Tombstone Territorial Park increased by 137%.
  - The number of visits to the Tombstone Interpretive Centre increased by 176% to more than 27,000 (see Figure 2b).
- Growth will continue. Campground use is growing steadily at about 12% annually. If growth continues at the same rate, as compared to 2018 the demand for campsites will double by 2024 and triple by 2028.
- Yukon's population, including park users, is growing, aging, and urbanizing. The Yukon Bureau of Statistics reports that our population grew by 22% between 2008 and 2018, and projects that it will grow by 17% between 2020 and 2030. Most of this growth is projected to be in Whitehorse. People 65 and older are projected to make up a growing proportion of Yukon's population.
- Tourism in Yukon is growing. It is estimated that overnight visits to Yukon grew by 22% between 2013 and 2017. The Yukon Tourism Development Strategy has set a goal of doubling tourism revenue by 2028, by means including growing wilderness tourism and encouraging residents to travel within the territory in a way that preserves our natural environment for future generations.
- Remote backcountry experiences will be a significant growth area for Yukon's parks system over the next decade. Backcountry use is growing steadily in some parks, and we will begin to formally operate a number of parks in the coming years. We will need new tools and capacity as we manage significantly more land and more recreation over the next decade.
- Use of parks outside of the traditional summer season is growing and this trend is expected to continue.



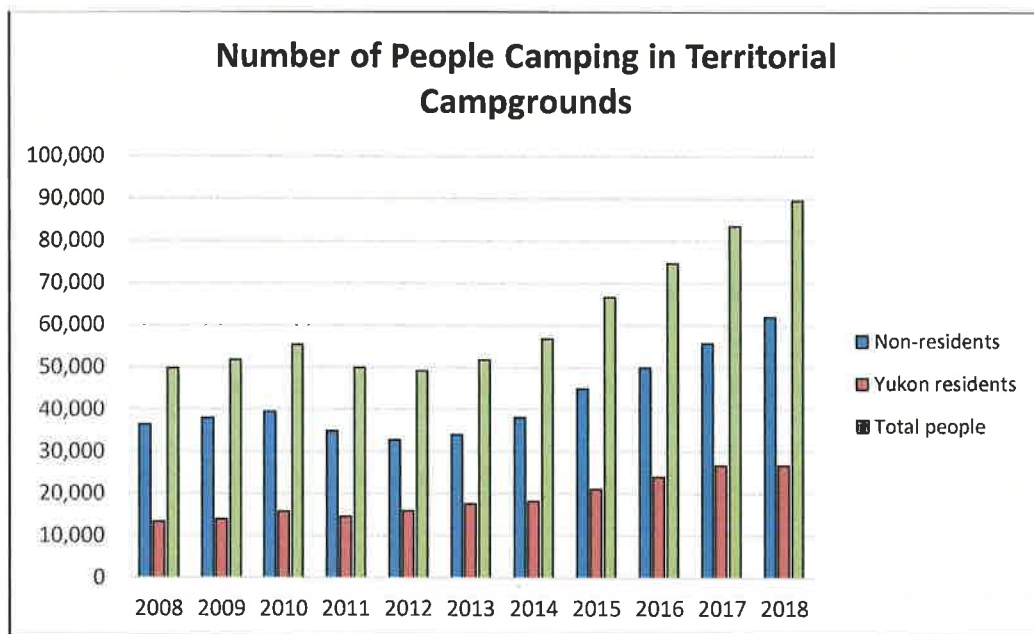


Figure 2a. Number of people camping in territorial park campgrounds each year

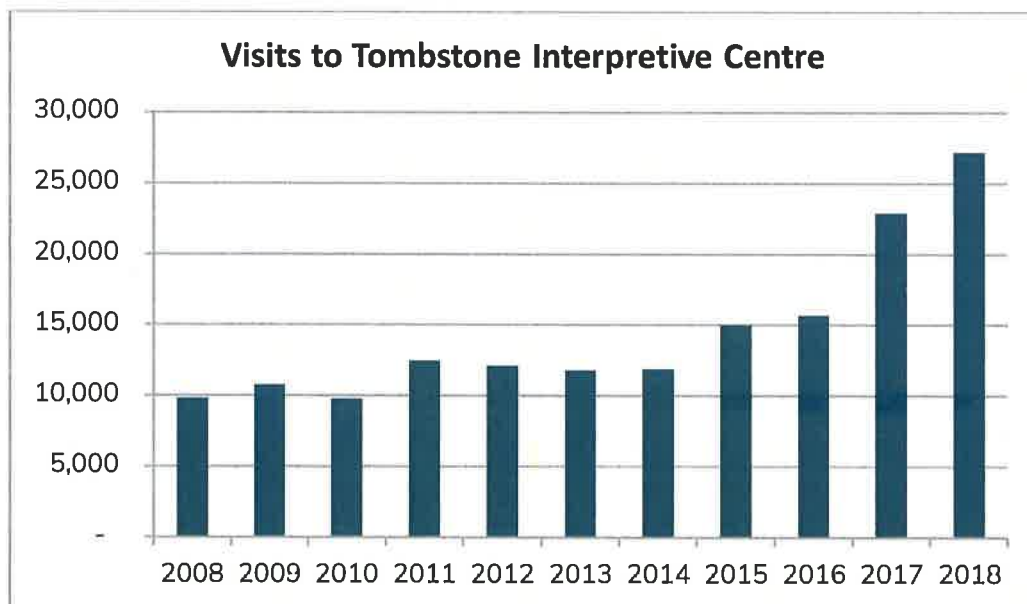


Figure 2b. Visitors to the Tombstone interpretive centre each year

### 3.2.2 A young and growing parks system

- Yukon's parks system is relatively young compared to others in Canada. Our first campgrounds evolved from simple camps built for highway work crews in the 1940s. Several larger territorial parks were established through Final Agreements, beginning in 1987 when Herschel Island – Qikiqtaruk was established as a result of the Inuvialuit Final Agreement. The Ni'iinlii Njik (Fishing Branch) wilderness preserve was established in 2002 through the Yukon protected areas strategy, and Tombstone Territorial Park was formally established in 2004. Three Final Agreement parks are expected to become formally established and operational in the coming years: Kusawa, Agay Mene and Asi Keyi.
- Yukon's parks system is growing. Regional land use planning, pursuant to Chapter 11 of Yukon First Nations' Final Agreements, is now an important mechanism for identifying new parks. For example, Dàadzàii Van Territorial Park is being established as a result of the North Yukon Regional Land Use Plan. The Peel Watershed Regional Land Use Plan, when approved, could more than triple the size of the parks system, from 15,000 km<sup>2</sup> to 52,000 km<sup>2</sup>. Regional land use planning is resuming for the Dawson region and will be done in other regions of Yukon in the future.

### 3.2.3 Reconciliation and partnership

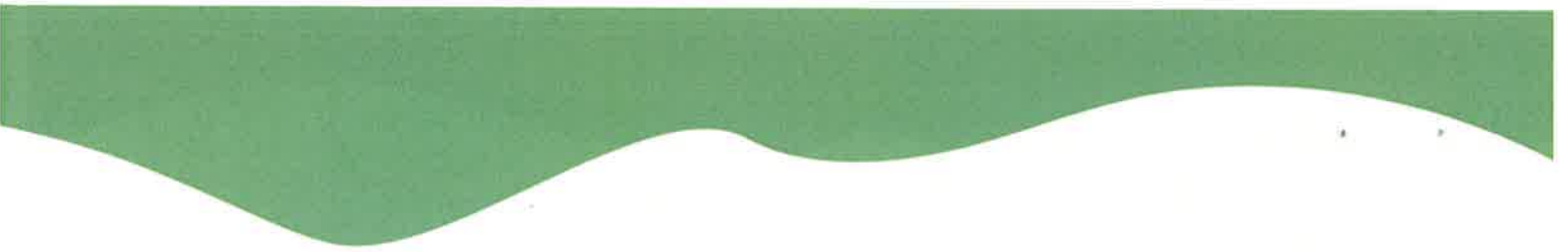
- Reconciliation, according to Canada's Truth and Reconciliation Commission, means "coming to terms with events of the past in a manner that overcomes conflict and establishes a respectful and healthy relationship among people, going forward. [...] reconciliation is about establishing and maintaining a mutually respectful relationship between Aboriginal and non-Aboriginal peoples in this country."<sup>1</sup>
- Yukon territorial parks are managed by the Government of Yukon in collaboration with the First Nations or Inuvialuit in whose traditional territory each park is located. Joint steering committees develop and review park management plans, and park management committees help guide ongoing park management. Many of our parks owe their existence to First Nations' or Inuvialuit Final Agreements.
- From this foundation there is an opportunity to strengthen these relationships and further develop these partnerships. The decade ahead presents an opportunity for Yukon to be a leader in reconciliation in Canada and the world.

### 3.2.4 Biodiversity, wilderness, and Yukon's place in the world

- Yukon is not immune to the global biodiversity crisis. The 2018 Living Planet Report indicates that global wildlife populations have fallen by 60 per cent in the last four decades. In Canada, half of all

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<sup>1</sup> Honouring the Truth, Reconciling for the Future: Summary of the Final Report of the Truth and Reconciliation Commission of Canada. 2015.



monitored species are on the decline, primarily due to habitat loss and climate change. These 451 species showed population declines of 83 per cent on average.

- The number of species at risk of extinction in Yukon has increased over time to 42, and is expected to continue to increase as more species are assessed by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC). The Yukon Conservation Data Centre reports on the level of risk for Yukon wildlife and identifies 134 critically imperilled taxa (species, subspecies, or varieties), and a further 850 that are imperilled or vulnerable.
- Wilderness is becoming scarce around the world. Global research published by the University of Queensland shows that over the last two decades the world lost 3.3 million square kilometers of wilderness – nearly seven times the size of Yukon. There are six major wilderness regions left on Earth: northern Canada and Alaska; northern Russia; the Amazon rainforest in South America; the deserts of central Australia; the Tibetan plateau in central Asia; and northern Africa.
- Wilderness is essential for long-term conservation of biodiversity and also a highly valued destination for sustainable tourism. This makes Yukon's wild landscapes an increasingly precious resource in the global fight to reverse the loss of biodiversity and in the global tourism market.
- Yukon is in a rare position in the world, with the opportunity to be an unmatched global leader in both conservation and wilderness tourism.

### 3.2.5 Climate change

Climate change affects parks in several ways:

- Park infrastructure like roads, trails, and buildings will face increased climate-related risks such as melting permafrost, flooding, and fires.
- Conserving Yukon's biodiversity in the face of climate change will require conservation planning on a landscape-scale, to ensure that protected areas, buffers, and corridors work together to allow wildlife to adjust their ranges as the their habitats change.
- The times of year that people visit our parks are already changing and will continue to do so. Examples include a longer camping season at campgrounds, cruise ships coming later in the season at Herschel Island – Qikiqtaruk Territorial Park, and increasing numbers of people coming to Yukon to experience our winter.

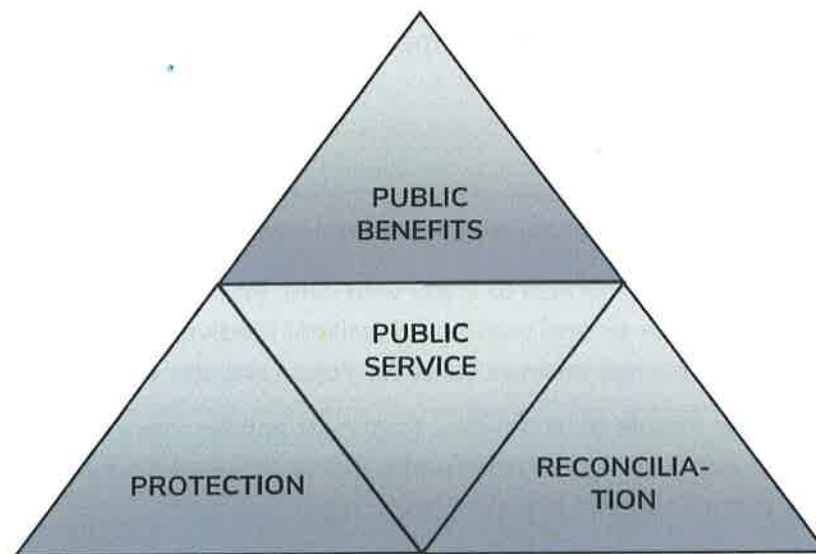
## 4 Long-term direction

### 4.1 Where we are going

The fundamental purpose of Yukon's territorial parks system is set out in the *Parks and Land Certainty Act*. That purpose is "to establish parks:

- to implement obligations under settlement agreements
- to provide for the protection and management of representative areas of territorial significance and other special places in the Yukon
- to provide recreational opportunities for Yukoners and visitors
- to encourage public understanding, appreciation and enjoyment of the Yukon's natural environment as a legacy for future generations"<sup>2</sup>

In this context, here is how we see Yukon's parks system from now to 2030 and beyond



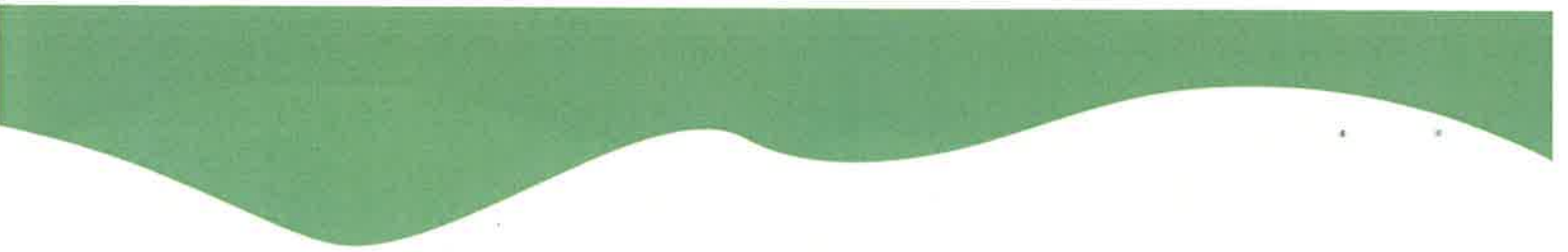
**Protection and reconciliation are the foundation for everything we do.**

**Public service is at the centre of what we do.**

**Public benefits are our purpose: healthy land, people, and economy.**

**Figure 3. Yukon's parks system from now to 2030 and beyond.**

<sup>2</sup> *Parks and Land Certainty Act*, 2002, section 1.



For the public, the diagram shows that the services that people enjoy rest on the building blocks of protection, reconciliation, and public service. For the Parks Branch, the diagram describes who we are, and will guide what we do, how we do it, and why. Our decisions and actions will be guided by the four building blocks, described in more detail below.

**Protection**

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**Yukon parks protect for all time some of the most intact natural landscapes on Earth.** Cultural values are inseparable from these places. We take a territory-wide approach to conservation network planning, and manage uses in parks to protect ecological integrity and cultural continuity.

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**Reconciliation**

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**Yukon parks advance reconciliation through collaborative management with First Nations and Inuvialuit,** celebrating Indigenous knowledge and culture, welcoming traditional uses of parks, and building meaningful relationships. This is a source of strength for all.

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**Public Service**

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**Yukon parks are a sustainable public service and a valued public asset.**

**We manage responsibly, efficiently, and accountably,** recognizing that the parks system exists to provide the complementary benefits of healthy land, people, and economy.

**We are good partners.**

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**Public Benefits**

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**Communities** across Yukon experience the benefits of parks, including:

**Healthy land:** Yukon continues to enjoy wild land, intact ecosystems, thriving wildlife, clean air and water, and resilient biodiversity sustaining all life including us. This has intrinsic value for Yukon and the world.

**Healthy people:** People of all abilities, from near and far, have easy access to unforgettable experiences in Yukon parks. Being active and connecting with nature and culture support a healthy body, mind, and spirit.

**Healthy economy:** Yukon parks help develop and diversify Yukon's economy. Parks provide local employment and entrepreneurship opportunities, and far-reaching economic benefits through tourism, recreation, public health, and quality of life.

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## 4.2 Making a strategic shift

In order to follow our long-term direction in an evolving context, Yukon Parks will gradually make a shift over the coming decade.



**Figure 4. Strategic shift.**

To meet new challenges of managing a modern and evolving parks system, Yukon Parks must shift towards a more mature parks organization.

This will be a shift, not a wholesale change. Many things about Yukon territorial parks will remain the same over the coming decade. During public engagement, we heard that people wanted us to make some changes, but also to do more of what we are already doing well.



Here are some examples of things that will evolve as we make this shift:

From: <b>Operating a collection of campground facilities and protected areas</b>	To: <b>Managing a cohesive, modern and evolving parks system</b>
Case-by-case artisanal park planning, establishment, and management	Systematic park planning, establishment, and management
Thinking of parks as separate protected places	Thinking of parks and other protected areas as one conservation network
Adhering to Final Agreements	Advancing reconciliation (including adhering to Final Agreements)
Thinking of places as either "campgrounds" or "real parks"	Thinking about road-accessible frontcountry services and more remote backcountry services across a range of park types
A few protected areas and many small campgrounds	A growing number of protected areas and larger campgrounds
Meeting the recreational needs of RV campers and wilderness backpackers	Meeting needs of a growing number of people with a range of abilities and interests
Offering services in the summer, with a seasonal workforce	Offering appropriate services in all seasons, with the appropriate workforce
Protected area goals peripheral to land use planning and other relevant processes	Protected area goals integral to land use planning and other relevant processes
Effective staff teams: rangers, officers, attendants, interpreters, maintenance staff, planners, workshop, managers, etc.	Staff teams working together to manage parks
Reactive management that solves problems	Proactive management that prevents problems

### 4.3 Our priorities for 2020-2030

In order to make this shift we will focus on 8 priorities:

1. Keep doing what's working
2. Develop a parks system plan
3. Begin to operate emerging parks
4. Enrich and diversify park experiences
5. Ensure protection
6. Advance reconciliation
7. Modernize regulations
8. Financially sustain our parks

The following section describes the strategic actions associated with each priority.

## 5 Strategic actions, 2020-2030

This section identifies the strategic actions we will take in the timeframe from 2020 to 2030.

**Strategic actions are: key actions that we commit to taking over the next decade that together will make the most difference to implementing our long-term direction.**

Strategic actions build on each other to most efficiently and effectively achieve a result that is greater than the sum of the individual actions.

These actions were developed with the expertise of Yukon Parks staff, considering approaches and lessons from other jurisdictions, and based on the substantial amount of input we have gathered over the past several years. For example, we considered input from the 2018 Talking Yukon Parks public engagement, a 2016 public survey of campground users, the hundreds of comment cards we collect every year from park users, and many conversations with First Nations and Inuvialuit park management partners, park users, and stakeholders.

These actions will be implemented in partnership with First Nations and Inuvialuit, and in most cases with opportunities for public input.

### 5.1 Keep doing what's working

An important strategic action is to recognize that much of what Yukon Parks is doing today is working. Yukon is a leader in Canada in establishing and managing parks collaboratively with Indigenous governments. Frontcountry and backcountry use are both growing steadily, and we have an 84% satisfaction rate among our campground users. This signals that we are already getting many things right. Here are a few highlights of what we will continue to do:

#### Protection

- Recognize the intrinsic value of natural ecosystems, healthy wildlife, clean air and water.
- Maintain Yukon's high standard of meeting or exceeding international benchmarks in parks and protected areas design, establishment, protection, operation, and management.

#### Reconciliation

- Identify new parks and protected areas in collaboration with First Nations and Inuvialuit.
- Honour Indigenous rights, languages, and traditional uses of the land.
- Manage parks collaboratively with First Nations and Inuvialuit partners.



## Public Service

- Manage parks to ensure visitor safety and quality visitor experiences.
- Engage the public in park planning and management.

## Public Benefits

- Offer clean, safe, enjoyable campgrounds in beautiful locations featuring
  - Well-spaced campsites with a rustic atmosphere,
  - Simple facilities including picnic tables, fire rings, pit toilets (outhouses), bear-proof garbage bins, supplied firewood, and in most cases access to raw untreated water,
  - “No frills” camping – no power, no Wi-Fi, no showers. Yukon’s private sector provides camping options with such services, and
  - Ongoing improvement to universal accessibility of facilities.
- Offer world-class wilderness experiences, active recreation opportunities, fishing, hunting, interpretation programs and services.
- Support local employment and entrepreneurship opportunities.

## 5.2 Develop a parks system plan

### What we will do

- In the short term we will develop a Yukon territorial parks system plan to guide the development of existing and emerging parks, and the establishment of future parks. The goal of the system plan will be to ensure we have the right types of parks in the right places with the right facilities and services, in order to best meet Yukon’s goals for conservation, reconciliation, quality of life, recreation, tourism, and economic diversification.

### Why

- A parks system plan will provide a framework to help us implement a number of the other strategic actions in this document, so it should be implemented early.
- A system plan will guide our decision making on what parks, facilities, interpretation and education programs, maintenance standards, monitoring, and compliance and enforcement programs are needed across the territory.
- During public engagement, people asked how, where, and when new parks will be established to help meet Yukon’s needs for long-term landscape conservation, recreation, and tourism.

- Canada and 195 other nations have committed to establish protected areas networks under the Convention on Biological Diversity. Currently 11.7% of Yukon is protected in various kinds of parks and other protected areas (including territorial parks, national parks, habitat protection areas, etc.), while Canada has a national goal to protect 17% by 2020. In 2020, nations will adopt new goals and targets for 2030 and beyond. This makes it an ideal time for Yukon to set out its own goals and a plan to reach them.


### 5.3 Begin to operate emerging parks

#### What we will do

- We will begin to formally operate a number of “emerging parks” that have been established in First Nations Final Agreements or identified in regional land use plans. When we assign human and financial resources to manage each new park, we will do it in a way that builds a sustainable organizational model for the long-term management of our parks system as a whole.

#### Why

- “Emerging parks” are those that have been established in First Nations Final Agreements or identified in regional land use plans, but require some additional steps in order to become operational parks. Additional steps typically include legal designation under the *Parks and Land Certainty Act*, a park management plan, and staffing.
- No services are offered until a park becomes operational.
- We anticipate most of the following emerging parks will become operational during 2020-2030.
  - Kusawa Territorial Park was established in Final Agreements and was designated under the *Parks and Land Certainty Act* in 2017. Formal park operation will begin with the approval of a park management plan.
  - Dàadzàii Van Territorial Park was identified through the North Yukon Regional Land Use Plan, and has yet to be legally designated. A park management plan is under development, which will guide formal park management.
  - Protected areas identified in the Peel Watershed Regional Land Use Plan may be designated as territorial parks. Management planning, legal designation, and operation are anticipated as part of land use plan implementation.
  - Agay Mene Territorial Park was established by the Carcross/Tagish Final Agreement, but has yet to be designated under the *Parks and Land Certainty Act*. Legal designation and



development of a park management plan will enable formal protection and park operation to begin.

- Asi Keyi Territorial Park was established by the Kluane Final Agreement but has yet to be designated under the Parks and Land Certainty Act. Legal designation and development of a park management plan will enable formal protection and park operation to begin.
- In addition to these emerging parks, other new territorial parks may be established as a result of the Dawson Regional Land Use Plan and other future land use plans.

## 5.4 Enrich and diversify park experiences

Generations of traditional knowledge and growing scientific evidence tells us that spending time in nature is good for our mind, body and soul. That is why one of our priorities is to enrich and diversify the experiences offered at Yukon parks, including both road-accessible frontcountry activities and more remote backcountry activities. Below are the strategic actions we will take between 2020 and 2030 to advance this priority.

### 5.4.1 Build a bigger and better campground near Whitehorse

What we will do

- In the medium to long term, we will develop at least one recreation park within two hours of Whitehorse with the following features:
  - a larger campground with more than 100 campsites
  - a rustic atmosphere with well-spaced campsites
  - a quiet area (see next section for details)
  - active recreation opportunities like hiking trails and access to a water body

Why

- The current network of campgrounds evolved mostly as highway stops, rather than as recreation destinations for the resident Yukon population. The current pattern of small disparate campgrounds is inefficient to service, maintain, operate, and monitor. It is not well suited to meet the needs of our increasingly urban population.
- Demand for camping is highest within approximately two hours driving distance of Whitehorse, where approximately 87% of Yukon's population live, and where we currently offer just over 400 campsites. By our best estimates, there could be a demand for approximately 800 additional campsites in the Whitehorse area by 2030.

- Building a substantial number of new campsites is one element of our response to this growing demand. Other elements aim to improve the availability of campsites, including a regulation change to prevent the “holding” of unoccupied sites implemented in 2018, marketing to encourage people to choose less-used campgrounds, and considering campground reservations.
- Adding new campsites in a few larger campgrounds is a much more efficient way to meet the needs of Yukoners in our most populated region. With a few larger campgrounds (over 100 sites), economies of scale make it feasible to design and operate campgrounds that offer enhanced experiences such as segregated quiet areas, maintained trails, improved accessibility, site reservations, interpretive programs, campground hosts, and accommodating different kinds of users and events.
- Updating campground design and scale also offers the opportunity to address other requests we heard during public engagement, such as improvements to tent sites, large-RV sites, trails, and playgrounds.
- Yukon’s parks system currently includes one campground with more than 100 campsites, at Yukon River Campground across from Dawson City, which is well used and operates efficiently. Campgrounds within two hours of Whitehorse are all smaller, ranging from 9 to 59 sites.
- This added capacity needs to be within an hour or two driving time from Whitehorse, however a precise location remains to be determined. This will be considered in consultation with local First Nations and the public.

#### 5.4.2 Offer a good night’s sleep

##### What we will do

- We will update campground designs for new or expanded campgrounds to better manage noise and create quiet zones. For example, users could choose between a zone where generators are allowed and a quiet zone with no generators. Other design features would include separate areas for tenting, walk-in tenting areas, and sufficient space and vegetation between campsites.
- Where feasible, we will implement these quiet-friendly design elements at existing campgrounds (for example campgrounds with two or more loop roads).
- We will update regulations regarding generators and quiet hours. (See section 5.7 Update Regulations for related details.)

##### Why

- It can be challenging to get a good night’s sleep under the midnight sun. Growing use of parks requires more active management of noise.

- Noise is one of the most common complaints from campground users, and most noise complaints are about generators and parties. During public engagement people asked us to do more to manage noise in campgrounds.
- Quiet zones are common in other jurisdictions and expected by many users.

### 5.4.3 Test campground reservations

#### What we will do

- We will test online reservation options to improve fair access to some campsites in some road-accessible campgrounds. We will begin by doing a pilot project, to test a system for people to reserve some campsites at a few busy campgrounds at the busiest times of the summer. In the longer term we may establish an online reservation system as an ongoing service, shaped by lessons learned from the pilot project.

#### Why

- An online reservation system is currently in place for three hike-in campgrounds in Tombstone Territorial Park. This has proven to be a useful tool to manage the availability of tent sites that are in high demand.
- During public engagement an overwhelming majority of people expressed a desire to be able to make online reservations of campsites in road-accessible frontcountry campgrounds as well, as is common in other parks systems around the world. We heard that these campground users value the certainty of knowing they will have a campsite before they leave town.
- We also heard that some users value the spontaneity of being able to go camping without having to reserve in advance. Some people expressed concerns about not being able to get a campsite due to mass-booking.
- To meet the needs of users who prefer certainty and those who prefer spontaneity, our intention is that some campsites in a campground could be reserved online and others would be available on a first-come-first-served basis.
- A full-time reservation system across all territorial park campgrounds is not needed. It would also be prohibitively expensive because of the on-site personnel required, especially with our current network of small campgrounds spread out over large distances. We will use the pilot project approach to learn how to make reservations work efficiently as our campgrounds evolve.



#### 5.4.4 Develop recreation destinations

##### What we will do

- Guided by our parks system plan, we will offer a broader range of active recreation opportunities at parks in several regions of Yukon. This will likely be accomplished by adding recreation infrastructure to enhance existing parks. For example, we will develop and communicate options like:
  - Frontcountry day-hike trails and accessible trails
  - Backcountry land and water routes, trails, and camping destinations

##### Why

- Public benefits related to healthy people, communities, and economy all rely on safe access to quality frontcountry and backcountry recreation.
- During public engagement, people told us they want a wider range of opportunities for active recreation. They want active things to do when they are staying in our campgrounds, and they want a range of options for people of all abilities. People especially asked for more walking and hiking trails.
- Wilderness paddling routes will be growing in importance as a recreational resource as the parks system incorporates lake and river destinations in the Peel watershed, Agay Mene, and Dàadzàii Van.
- Some of our existing recreation parks have a lot of potential. In some cases the current facilities are limited to a campground, but nearby are some truly spectacular places to walk, hike, bike, paddle, etc.
- In other places we can unlock recreation opportunities by reopening old unmaintained trails.


#### 5.4.5 Accommodate a range of activities

##### What we will do

- Guided by our parks system plan and individual park management plans, we will work to accommodate a range of activities in ways that maintain ecological integrity, cultural continuity, public safety, and park experiences.
- We will improve regulations and where necessary we will more actively manage uses in parks to reduce conflicts that can arise when people try to do different activities in the same place at the same time. (See section 5.7 Update Regulations for related details.) This could include the following:
  - Identifying appropriate zones for specific activities
  - Restricting where or when some activities can occur
  - Sharing information with tourism operators, outfitters, and large groups to allow them to choose low-conflict itineraries

##### Why

- As more people use our parks, it becomes more important to proactively manage uses to reduce ecological impacts and conflicting uses. As recently as 20 years ago there was little need for proactive



management due to the small number of users spread out over the landscape. This has changed with growing use, and will continue to change in the decade ahead.

- Uses of our parks are also becoming more diverse. For example: some people value a good night's sleep while others want to be up in the night to experience the northern lights, people need to know where and when to avoid crowds so they can hunt safely and successfully, larger groups need information on when and where group facilities are available.

#### 5.4.6 Welcome year-round park use

##### What we will do

- We will better match the services we provide at various parks with the times of year that parks are being used for various activities. This will include:
  - Reviewing the start and end dates of when staff operate park facilities and services, with a view to expanding this season where warranted,
  - Considering the appropriate level of essential services like access, garbage and visitor safety at other times of year, and
  - Exploring opportunities for partnerships to provide services.

##### Why

- Territorial parks are not currently accommodating the growing use for recreational activities during the fall, winter, and spring seasons. The effective summer season for camping is getting longer and more variable due to climate change.
- The operating season is meant to correspond to the peak-use season when park visitors require services. Services during this period include managing garbage, servicing outhouses, supplying firewood, patrolling campgrounds, and offering interpretation. The peak-use season is expanding as more visitors use parks earlier in the spring and later in the fall. It is time to adjust the operating season to better match the peak-use season.
- As growing numbers of people use parks year-round, there is a need for a modest level of service in the off-season to deal with basic management issues like garbage and visitor safety.
- During public engagement, many people told us they would use campgrounds earlier in the spring and later in the fall for activities like camping, hiking, skiing, or ice fishing. A number of people are increasingly looking for parks to provide year-round recreation opportunities.

- While summer tourism in Yukon is growing at 5% per year, winter tourism is growing at 20% per year (2012-2017 tourism data). The Yukon Tourism Development Strategy aims to promote Yukon as a year-round tourism destination in the coming decade.
- Extending the operating season is one of the most cost-effective ways to offer more opportunities for outdoor recreation, for both residents and visitors.
- The timing of when people use parks is changing. For example, cruise ships visit Herschel Island later in the summer than they used to, due to the changing climate and sea ice conditions.

## 5.5 Ensure protection

One of our foundational priorities for 2020-2030 is to ensure the continued protection of ecological integrity and cultural continuity in our parks. The following actions address this priority.

### 5.5.1 Prioritize ecological integrity and cultural continuity

What we will do

- We will protect ecological integrity and cultural continuity by considering these first and foremost when making park management decisions.
- We will better analyse emerging park management challenges to better direct monitoring and active management.

Why

- This is fundamental to the purpose of managing parks as a public good for present and future generations. It is what enables us to offer all the other benefits of parks.

### 5.5.2 Manage consistently

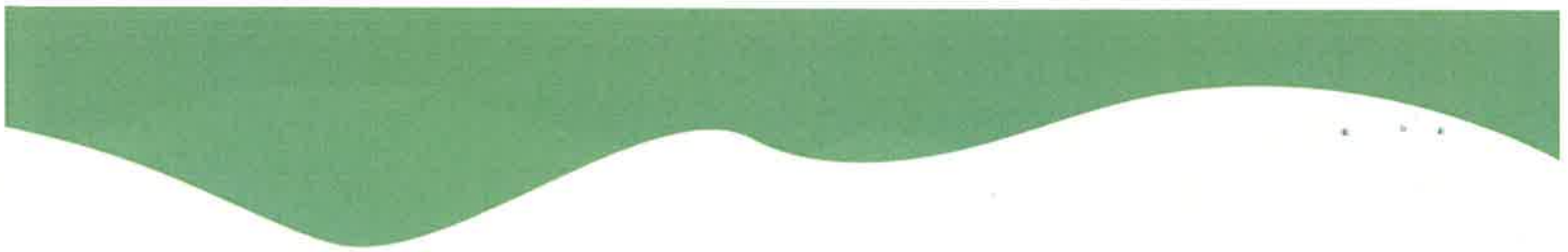
What we will do

- We will develop guiding policies to support a more consistent and effective approach to park management planning.
- We will apply a more formal park management planning approach to recreation parks.

Why

- Park management plans are developed for individual parks in collaboration with First Nations and Inuvialuit. Joint committees tasked with these plans often need guidance on management plan tools





and techniques, and need to balance visitor needs and expectations with local circumstances and customs.

- Park users, both residents and visitors, expect uniformly predictable rules and procedures when they visit different territorial parks in Yukon.

### 5.5.3 Apply landscape conservation science

#### What we will do

- We will apply landscape conservation science to parks system planning, park establishment, zoning, and management. This will include using well-established international standards and concepts such as protected area design, ecological buffers, and landscape connectivity.
- We will adopt methods to make better use of available local biodiversity data to ensure that parks help conserve species at risk, rare species, and endemic Yukon species found nowhere else on Earth.
- Planning for new territorial parks will take into account other conservation lands such as national parks, habitat protection areas, Canadian heritage rivers, and First Nations protected areas, as well as other current and potential land uses.

#### Why

- Integrating conservation science and traditional knowledge is essential to managing Yukon's parks. See Section 5.6 Advance Reconciliation for more.
- Conservation science makes it clear that we can no longer think of parks as "islands of conservation". To meet conservation goals, we need to think about parks, protected areas, and conserved lands working together as a network across the landscape.
- Like other parks systems across Canada and around the world, one of the goals of Yukon's parks system is to reflect Yukon's unique landscape diversity by protecting areas within each of our ecological regions. Landscape-level conservation planning will inform the thoughtful selection of future parks as we work toward this goal.
- Parks and protected areas networks are recognized as one of the best tools we have to conserve wildlife in the face of climate change.
- The Yukon Conservation Data Centre provides a central, reliable, and continually updated source for information on all Yukon animals, plants and ecological communities, and maps known localities of those that are of conservation concern. This information has much untapped potential as a resource for conservation planning.

#### 5.5.4 Green park operations

##### What we will do

- We will ensure that our own park operations meet high standards of environmental stewardship and support protection of parks. For example, we will build on our work to date to:
  - Design and develop facilities in ways that avoid impacts to sensitive species and habitats, nesting birds, heritage resources, and other values
  - Reduce risks related to invasive species and wildlife attractants
  - Explore how our facilities and services can better support park users to keep recyclable and organic wastes out of landfill

##### Why

- Park management involves significant on-the-ground operations. We need to be mindful of the impacts of our facilities, services, operations, access, and visitor activities.

#### 5.6 Advance reconciliation

##### What we will do

- As part of finalizing this draft strategy, we will work directly with First Nations and Inuvialuit to develop specific strategic actions related to reconciliation. Our discussion might include some or all of the following:
  - Improving how we manage collaboratively
  - Improving how we use traditional knowledge, Indigenous languages and place names, welcome traditional uses of the land, and celebrate Indigenous culture in parks
  - Establishment and management of protected areas
  - Integrating guardian programs and park management
  - Increasing collaboration opportunities in parks operations, interpretation, and use of facilities for events
  - Other items to be discussed and developed together

##### Why

- Establishing and managing parks and protected areas have been key elements of Final Agreements and land use planning pursuant to Final Agreements. Parks will continue to offer opportunities to implement the spirit and intent of these agreements.
- Parks present meaningful opportunities to advance the spirit and practice of reconciliation with all First Nations and Inuvialuit.



## 5.7 Modernize regulations

### What we will do

- In the short term, in tandem with approving a final Yukon parks strategy, we will significantly update regulations under the *Parks and Land Certainty Act*.
- In the medium term, we will consider updating regulations under the *Wilderness Tourism Licensing Act*.
- In the longer term, we will consider whether amendments to the *Parks and Land Certainty Act* itself are required.

### Why

- Current park regulations consist of outdated campground regulations. Regulations to manage larger wilderness parks and activities outside of campgrounds are largely absent.
- The Government of Yukon now has park management responsibilities that require general regulations that apply throughout all territorial parks, like other park jurisdictions, as well as updated campground regulations.
- Parks and facilities are being used more intensively, so we need to manage them more proactively, to protect the environment and the quality of the visitor experience.
- During public engagement, people told us they wanted better management of issues that affect their enjoyment of parks. Many of these issues are at least partly managed through regulation. Some of these day-to-day management issues facing Yukon parks today include the following:
  - Noise
  - Firewood
  - Liquor, cannabis, and smoking
  - Domestic animals
  - Park zoning
  - On-road and off-road vehicles
  - Discharge of firearms
  - Use of drones
  - Administrative matters
  - Park fees
  - Offences and fines

- During public engagement we heard suggestions regarding the *Parks and Land Certainty Act* itself, and the *Wilderness Tourism Licensing Act* regulations. While these matters are outside the scope of this strategy, we will consider appropriate action in the future.

## 5.8 Financially sustain our parks

Our final priority is to move to a more financially sustainable parks system. Strategic actions to accomplish this address the four elements of financial sustainability of a public service: revenue (from park fees), appropriate core budget, responsible asset management, and efficient operational excellence.

### 5.8.1 Update park fees

What we will do

- We are proposing new payment options and modest increases to fees for camping at territorial park campgrounds beginning in 2021. These updated fees will better sustain park services, improve convenience and efficiency, and maintain affordable access with some of the lowest camping fees in Canada. We are proposing the following fees:
  - A night of camping will cost \$18 per campsite if paid online in advance (a new option), or \$20 if paid by cash on site. This is a change from \$12 per accommodation unit (trailer, RV, tent), set in 2002.
  - A year of camping will cost \$200 for a Yukon resident or \$100 (50% off) for a Yukon senior citizen. This annual permit will continue to be available only to Yukon residents. This is a change from \$50 or free for seniors, set in 2002.
  - There will continue to be no additional fees for firewood, day use, parking, vehicle access, boat launch use, or interpretive programs.
  - Camping fees will apply all year. This is a change from the promotion started in 2002 that offered free camping to Yukon residents during the month of May.
  - Camping at backcountry campgrounds like Grizzly, Divide, and Talus lakes in Tombstone Territorial Park will cost \$20 per tent pad per night plus \$10 per reservation. This is a change from \$12 per tent per night, set in 2002.
- We will continue to study park fees, and adjust them when warranted, to ensure:
  - Ongoing financial sustainability of park services, including accounting for the impacts of inflation on the cost of providing services; and

- Alignment with Government of Yukon policies and directives, including Government of Yukon's response to the Yukon Financial Advisory Panel.
  - A clear connection from fee to service, enhanced revenue predictability, and increased cost recover and sustainable program management.
- A more detailed comparison of all current and proposed fees is presented in the tables in Appendix 7.2.

## Why

- An updated park fee structure will better sustain parks as a public service and help manage parks by:
  - Encouraging efficient and responsible use of park facilities to improve their availability,
  - Offering convenient ways to pay fees,
  - Maintaining affordable access to parks,
  - Better recovering some of the costs of providing services from those who use the services, and
  - Offering and encouraging the use of more non-cash payment options, to reduce the volume of cash collected and associated processing costs.
- As part of government's response to the Yukon Financial Advisory Panel report, the Department of Finance conducted a review of all fees and fines across the Government of Yukon. It was found that we are below the national average in most areas and in many instances we lag behind standard cost of living increases.
- Government of Yukon is developing a principled approach for the setting and collecting of fees, fines and charges across government. Our goal is to ensure government fees reflect society's shared values, individual and collective benefits, sustainable program management, cost recovery, a clear connection from fee to service, simplicity, and predictability.
- The Government of Yukon charges fees and fines in order to provide a consistent quality of service and ensure compliance with Yukon's acts, regulations and the Umbrella Final Agreement. Fees and fines are developed and applied in a consistent manner across government. Their application in the territory helps preserve Yukon society, its economy, the environment and its culture while also supporting sustainable government.
- Park user fees help governments around the world finance parks operations. The Government of Yukon currently recovers 10.6% of the costs of operating the parks system through camping fees. According to the Yukon Financial Advisory Panel, one option to improve Yukon's public finances is to adjust user fees to better reflect the costs of providing services.
- Until now, park fees have been limited to camping fees and have not enabled government to recover costs of providing services for other permitted activities, such as commercial filming and land use.

- Park fees are not just a source of operating funds, but also an important management tool. A good fee structure creates incentives that encourage efficient and responsible use of parks.
- During public engagement we heard that Yukoners view parks as an important public service that needs to be funded by government with a reasonable amount of cost recovery from park users. People expect to pay a fair share of the cost when they use facilities and services, but also expect basic park management to be publicly and adequately funded.
- Receiving cash payments at remote locations across Yukon incurs significant logistical costs. Every year we collect, store, transport, count, and deposit over \$400,000 in small bills and coins.
- Yukon currently has among the lowest camping fees in Canada at \$12 per night or \$50 per year for Yukon residents. The proposed new fee structure improves financial sustainability and still offers some of the most affordable camping in Canada.

## 5.8.2 Update core budget


### What we will do

- In the short term, in tandem with finalizing a parks strategy, the Government of Yukon will review the human and financial resources allocated to Yukon Parks in light of the costs of servicing current levels of use.

### Why

- Use of territorial parks by both residents and visitors has grown by 103% in the past 10 years (see section 3.2.1). This growth, combined with changing visitor expectations, has resulted in significant increases in the cost of operating parks. Some examples of these costs include staff time, vehicles and fuel, training, supplies, and firewood.
- During the same period, the human and financial resources to operate parks have not kept up with this growth. From 2008 to 2018 total expenses grew 77% to approximately \$5.4M while the core budget grew 63% to \$4.8M.
- Every year, operating the parks system now depends on the Department of Environment being able to reallocate funds from other budgets and temporarily extend the employment of seasonal staff. Core budget covered approximately 96% of expenses in 2008 and 89% in 2018.
- During public engagement, we heard that Yukoners view parks as an important public service that needs to be funded by the government with a reasonable amount of cost recovery from park users.





People expect to pay a fair share of the cost when they use facilities and services, but also expect basic park management to be publicly and adequately funded.

- Revenue to the Government of Yukon from camping fees has increased 94% over the last 10 years to over \$570,000 in 2018. As a percentage of total expenses to operate the parks system, revenues grew from 9.7% in 2008 to 10.6% in 2018. Revenue from park fees will continue to offset part of government expenditures to operate parks. Revenue is expected to grow significantly due to both growing use and updating park fees.
- According to Yukon's 2019-2020 Fiscal and Economic Outlook, the territorial budget is forecasted to return to a surplus in the 2020-2021 fiscal year, when implementation of the Yukon parks strategy will begin.

### 5.8.3 Modernize capital asset management

#### What we will do

- We will modernize our asset management, capital planning, and capital budgeting. This will include:
  - Implementing a new asset management system, to better monitor the condition of facilities like campgrounds, buildings, playgrounds and outhouses, to more accurately forecast repair and replacement needs, and to maintain a high standard of clean, safe, and enjoyable facilities.
  - Ongoing implementation of the recapitalisation project that began in 2018 to replace and upgrade park infrastructure, add campsites to existing campgrounds, and replace aging playgrounds.
  - Managing the risk of damage or degradation to capital assets due to changing climate and its effects, including changes to permafrost and water levels.

#### Why

- Responsible public service requires a modern approach to asset management, capital planning, and capital budgeting. This can provide operational efficiencies, reduce costs, and prevent costly liabilities due to asset degradation.
- During public engagement, we heard requests for parks to better meet the specific needs of a range of different users. For example:
  - Larger campsites and drive-through sites to accommodate larger RVs,
  - Tent-friendly campsites with a sand or soil surface rather than packed gravel,
  - More and improved playgrounds, and
  - Upgraded boat launches and more dock space at popular lakes.
- Operationalizing emerging parks will require some new capital investments.

## 5.8.4 Pursue efficient operational excellence

### What we will do

- We will take a critical look at how we do things and make the changes that can most significantly improve service, reduce costs, or allow staff to focus on higher priority tasks. As part of this we will pursue opportunities to:
  - Modernize and streamline some of our administrative systems, such as how we process and issue permits and licenses.
  - Modernize software tools, particularly databases that we use for monitoring, compliance, and enforcement.
  - Offer more online information resources and e-services, such as purchasing camping permits, campsite reservations, permit applications, and reporting.
- We will pursue opportunities to share costs and pool resources with other governments, and explore the potential for partnerships to help deliver new services.

### Why

- During public engagement people told us they wanted to see reasonable efforts to keep operating costs modest.
- As Yukon's parks system grows this creates opportunities for efficiency through economies of scale.
- During public engagement we heard ideas for possible partnerships. For example, potential partners could include: First Nations, guardian programs, youth programs, cultural centres, volunteer organizations, visitor information centres, researchers, or others.
- Territorial parks share objectives in common with others, including federal, municipal, and Indigenous governments. We can accomplish shared objectives by working together and sharing costs.



## 6 Implementation

### 6.1 Resources

Implementing a parks strategy will require new resources, so part of its approval will require the Government of Yukon to ensure that human, financial, and capital resources are allocated to implement strategic actions.

### 6.2 One-government approach

A Yukon parks strategy will be implemented primarily by Parks Branch of the Department of Environment. Several measures, however, will be a shared responsibility with other government departments. The Government of Yukon will take a one-government approach to delivering these results for Yukon citizens. Two areas in which it will be particularly important to work together are described below.

#### 6.2.1 One-government approach to land use planning and parks

What we will do

- Government of Yukon will clearly identify landscape level conservation and park establishment objectives among Yukon's interests and objectives for each land use planning process.

Why

- During public engagement people asked Government of Yukon to do a better job of incorporating parks and protected areas objectives, along with other objectives, into its approach to regional land use planning.
- The Government of Yukon has taken a new approach with the resumption of work on the Peel and Dawson regional land use plans, with the Minister of Energy Mines and Resources and the Minister of Environment jointly representing Government of Yukon interests.
- Forethought and preparation through parks system planning will support better and timelier park-related land use decisions when they arise through processes like regional land use planning.

#### 6.2.2 One government approach to park roads and boat launches

What we will do

- Government of Yukon will identify short- and long- term priorities for improving and maintaining access roads to parks, park roads, and boat launches in parks.



## Why

- During public engagement people identified a need to improve the quality of some of the access roads that lead to parks and of boat launches in parks.
- While the Department of Environment typically has responsibility for campground roads, access roads to campgrounds are the responsibility of the Department of Highways and Public Works.

## 6.3 Implementation plan

We will develop and periodically revise an implementation plan to guide our annual work to implement the Yukon parks strategy. The implementation plan will guide when and how each strategic action will be implemented.

## 6.4 Participation and accountability

This strategy will be implemented in partnership and consultation with First Nations and Inuvialuit. As we implement various strategic actions over time there will be a need for more detailed consultation and/or opportunities for partnerships and collaboration.

There will be opportunities for public participation as various strategic actions are implemented over time.

We will publish a brief progress report every three years, to report progress in implementing the Yukon parks strategy and related commitments. We will share the report and seek feedback from First Nations, Inuvialuit, partners, stakeholders, and the public.

Before 2030, we will review this strategy and determine what updates are required.

## 7 Appendices

### 7.1 Glossary - definitions of key terms

**Biodiversity:** The variety of species and ecosystems in a park and the ecological processes of which they are a part. (Parks and Land Certainty Act)

**Backcountry:** Backcountry areas and activities are those that are not accessible by road. They typically require access by aircraft, boat, or a considerable distance of walking, hiking, skiing, or cycling.

**Campground:** a facility built and maintained to facilitate overnight camping. Frontcountry campgrounds are road accessible and can accommodate tents, trailers, and recreational vehicles. Backcountry campgrounds provide basic tenting facilities at popular wilderness camping locations that are accessible by foot or boat.

**Cultural continuity:** the transmission from one generation to another of the heritage and values characteristic of a culture, including language, traditions, stories, history, and places. In the Yukon context, Indigenous cultures are inseparable from the land.

**Ecological integrity:** In plain language, ecosystems have integrity when they have their native components intact, including: abiotic components (the physical elements like water, rocks), biodiversity, and ecosystem processes (the engines that make ecosystem work, like fire, flooding, and predation).

**Ecoregion:** A section of the landscape characterized by relatively uniform and distinctive physiography and ecological responses to climate as expressed by the development of vegetation, soil, water, fauna etc. (Ecoregions of The Yukon)


**Ecosystem:** a biological community of interacting organisms and their physical environment.

**Emerging parks:** territorial parks that have been established in First Nations Final Agreements or identified in regional land use plans, but require some additional steps in order to become operational parks. Additional steps typically include legal designation under the Parks and Land Certainty Act, a park management plan, and staffing. No services are offered until a park becomes operational.

**Final Agreement:** Final Agreements are constitutionally-protected modern treaties that outline First Nations' rights within their Traditional Territories. Eleven of the 14 Yukon First Nations have Final Agreements with the governments of Canada and Yukon.

**Frontcountry:** frontcountry areas and activities are those that are accessible by road or a very short distance from a parking area.

**Landscape:** includes the land, air, water, and all forms of life.



**Park:** In this document the word park(s) refers to territorial parks established and managed pursuant to the Parks and Land Certainty Act. There are four types of territorial parks:

**Ecological reserve:** A park established to protect an area of unique natural significance, unique ecological characteristics or importance for a population of rare or endangered flora or fauna which is intended to remain in its natural state. (example: Coal River Springs)

**Natural environment park:** A park established to protect a representative or unique landscape that displays ecological characteristics or features of one or more of the Yukon's ecoregions. (example: Tombstone)

**Recreation park:** A park established to provide outdoor recreation or environmental education opportunities for the public. (example: campgrounds like Wolf Creek and recreation sites like Five Finger Rapids)

**Wilderness preserve:** A park established with a view to protecting an ecological unit or representative core area by conserving biodiversity and ecological viability. (example: Ni'iinlii Njik)

**Park facilities:** include campgrounds, picnic sites, buildings, visitor centres, roads, and trails.

**Parks system:** the whole of all our territorial parks and the way they are managed together. While individual parks differ in their specific objectives, degree of protection, facilities, and services, a well-managed parks system holistically meets many objectives across Yukon. A parks system is more than the sum of its parts.

**Protected area:** a clearly defined geographical space, recognised, dedicated and managed, through legal or other effective means, to achieve the long term conservation of nature with associated ecosystem services and cultural values. (IUCN)

**Reconciliation:** Canada's Truth and Reconciliation Commission approached reconciliation as "coming to terms with events of the past in a manner that overcomes conflict and establishes a respectful and healthy relationship among people, going forward. To the Commission, reconciliation is about establishing and maintaining a mutually respectful relationship between Aboriginal and non-Aboriginal peoples in this country. In order for that to happen, there has to be awareness of the past, acknowledgement of the harm that has been inflicted, atonement for the causes, and action to change behaviour."

**Recreation site:** a road-accessible facility built and maintained to accommodate day use recreation such as picnics, swimming, and boating.

**Trails and routes:** Trails and routes are two different tools to support and manage recreation in parks. Trails are easily visible on the ground, often cleared and marked, and easy to follow. Routes are invisible on the ground and are suggested itineraries for independent wilderness travellers with more advanced orientation and route-finding skills. Both are tools to reduce environmental impacts depending on the context: trails concentrate visitor use where it is most appropriate while routes disperse visitor use to reduce impacts.

## 7.2 Current and proposed park fee structures

**Table 1. Campground fees at 42 road-accessible frontcountry campgrounds**

ITEM	CURRENT	PROPOSED	WHY	COMPARISONS*
What the camping fee applies to	Fee is per "accommodation unit" (RV, trailer, tent)	Fee would be per campsite	Similar to other jurisdictions. Simpler for users to comply. Simpler to administer and enforce. Eliminates interpretation issue related to family units.	Paying per campsite is the standard among jurisdictions.
Camping fee	\$12 per night	Cash self-registration onsite: \$20/night  Prepaid online permit: \$18/night (available online to both residents and non-residents)	Better reflects the costs of providing services while still offering some of the most affordable camping in Canada.  Reduces government's significant cash handling costs by extending prepaid options to non-residents and by offering incentive pricing of prepaid options.	Comparable fee in other jurisdictions (dry campsite plus firewood) range from \$20 to \$45 per night.  Inflation alone = \$16 per accommodation unit. Current users typically have 1 or 2 units per site, so equivalent would be to \$16 or \$32 per site.
Yukon resident annual frontcountry campground permit	\$50  (costs about the same as 4 nights)	\$200  (costs about the same as 11 nights)	The resident annual permit will be an affordable option for residents camping more than 11 nights per year. New prepaid permit will be an affordable option for those camping fewer nights.  Annual permit helps reduce cash handling costs.	No other jurisdiction has an annual camping permit.  Inflation alone = \$66.

ITEM	CURRENT	PROPOSED	WHY	COMPARISONS*
Yukon resident senior's annual frontcountry campground permit	\$0	\$100 (50% discount)	The senior's resident annual permit is an affordable option for Yukon seniors camping more than 5 nights per year. New prepaid permit will be an affordable option for those camping fewer nights.  Annual permit helps reduce cash handling costs.	Where seniors pricing is offered in other jurisdictions, it is a % discount rather than free. A 50% discount is common.
Firewood	Included in camping fee	No change	Administratively and operationally more efficient to include firewood in the nightly camping fee. Nearly all campground users use firewood, making a separate fee redundant. Not cost-effective to sell wood by the bundle in our campgrounds.	NWT includes firewood with camping fee of \$22.50; Parks Canada charges \$9/night for unlimited firewood (in addition to \$15.70 for camping); other jurisdictions often have personnel selling firewood by the bundle.
Camping in May	Free for Yukon residents from May 1 to 31.	Nightly camping fee will apply at all times.	Better reflects the cost of providing services now that several campgrounds are open most of May. Enables extending the season earlier in May. Simpler to administer for all users.	No other jurisdiction has such a provision.
Site reservation fee	Not applicable,	\$10 per reservation, non-refundable	Helps recover the cost of providing a reservation service. Enables future pilot projects to test campground reservation systems.	Where site reservations are available, most charge a fee per reservation in addition to the nightly site fee.
Miscellaneous fees	None	No change	Administratively more efficient to avoid miscellaneous fees.	Most jurisdictions charge other park fees such as for vehicle access, parking, boat launch use, etc.

\*Based on a review in summer 2018 including Alaska, NWT, BC, Alberta. Inflation calculated from when current fees were established (2002) to 2018 based on Bank of Canada inflation data.



**Table 2. Other park fees**

ITEM	CURRENT	PROPOSED	WHY	COMPARISONS*
Backcountry campground nightly camping fee (e.g. at Grizzly, Divide, Talus lakes in Tombstone Territorial Park)	\$12 per "accommodation unit" (tent) per night	\$20 per tent pad per night (online or in cash) \$10 per reservation non-refundable reservation fee	Better reflects level of service provided.	Inflation alone = \$16 per tent
Entry fee or day use fee elsewhere in all parks, including recreations sites and day use areas in campgrounds	\$0	No change	Administratively more efficient to keep this service free.	Many jurisdictions charge entry fees or day-use fees.
Interpretive programs (currently offered at Tombstone and Herschel Island-Qikiqtaruk Territorial Parks)	\$0	No change	Administratively more efficient to keep this service free.	Typical fees are \$8 to \$30 per program.
Park permit application fee	\$0	\$40 per permit application, non-refundable	Reflects the level of service provided and contributes to streamlining permit application process.	Most jurisdictions have application fees ranging up to thousands of dollars depending on the scale of the application.
Schedule of service fees pursuant to a park permit	None	Establish a schedule of fees that can be charged to a successful permit applicant, to recover costs of providing services to execute their permit.  For example a large special event requiring dedicated park staff time would pay a daily fee to cover this cost.	Helps ensure that those who benefit from services contribute to the cost of providing the services. Examples include large commercial film productions, major events, or customised interpretive programs.	Many jurisdictions have such a schedule of service fees pursuant to a park permit.

\*Based on a review in summer 2018 including Alaska, NWT, BC, Alberta. Inflation calculated from when current fees were established (2002) to 2018 based on Bank of Canada inflation data.



August 26, 2019

VIA EMAIL

Mayor Wayne Potoroka  
City of Dawson  
Box 308  
Dawson, YT Y0B 1G0

Dear Mayor  Potoroka,

**Re: Dawson City North End Development**

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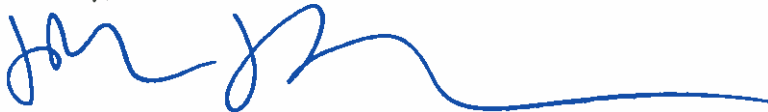
It is my pleasure to inform you of the approval of the Dawson City North End Development project under the Canada-Yukon Integrated Bilateral Agreement for Investing in Canada Infrastructure Program.

The Government of Yukon will prepare a Service Agreement with Dawson City to ensure clarity on project implementation and asset transfer of the completed project. The Service Agreement will include full details of the funding parameters, reporting requirements and a communications protocol.

Officials from the Department of Community Services will be in touch with City of Dawson staff to finalize details of the Service Agreement and to coordinate a joint public announcement of this important project.

I would like to take this opportunity to thank you for your commitment to improving Yukon's important community infrastructure. I look forward to continuing to collaborate with the City of Dawson as we advance infrastructure priority projects that benefit Yukoners.

Sincerely,



John Streicker  
Minister of Community Services





**MONTHLY  
MAYOR'S / CHIEF'S  
POLICING REPORT  
July, 2019**

**Dawson City RCMP Detachment  
“M” Division Yukon**





The Dawson City RCMP Detachment responded to a total of 229 calls for service during the month of July, 2019.

<b>OCCURRENCES</b>	<b><u>July/2019</u></b>	<b><u>Year to Date 2019</u></b>	<b><u>July/2018</u></b>	<b><u>Year Total 2018</u></b>
Assaults (including common assault, assault with a weapon, assault causing bodily harm etc.)	13	39	11	69
Sexualized Assaults	1	2	1	5
Break and Enters	4	16	1	16
Thefts (all categories)	14	47	5	43
Drugs (all categories)	0	1	1	19
Cause Disturbance	21	55	9	51
Mischief	22	67	14	119
Impaired Driving	6	25	11	49
Vehicle Collisions	8	40	17	73
False Alarms	0	15	3	19
Mental Health Act	2	22	2	25
Assistance to General Public	5	23	4	43
Missing Persons (including SAR)/Requests to Locate/Well Being Checks	2	43	7	57
Other Calls for Service	132	355	86	618
Total Calls for Service	229	750	177	1264
Total Criminal Code Charges laid	9	34	6	84
Total Territorial Act Charges ie: Liquor Act/Motor Vehicle Act	2 Liquor Act 1 Motor Vehicle Act	3 Liquor Act 9 Motor Vehicle Act	1 Liquor Act	1 Liquor Act 19 Motor Vehicle Act



	JULY/ 2019	Year to Date 2019	JULY/2018	Year Total 2018
Prisoners held locally	5	28	9	80
Prisoners remanded	0	1	0	3
Total Prisoners	5	28	9	83

Justice Reports	JULY/2019	Year to Date 2019	JULY/2018	Year Total 2018
Victim Services Referrals Offered	8	20	8	45
Youth Diversions	0	2	n/a	n/a
Adult Diversions	0	1	n/a	n/a



Canada Day dose of cuteness - future members of the RCMP-GRC  
Isla and Sam TOWER posing for the cameras



### **Annual Performance Plan (A.P.P.'S) Community Priorities**

Community approved priorities are:

- (1) Substance Abuse
- (2) Road Safety
- (3) Youth Initiatives
- (4) Attendance at THFN and Community Events
- (5) Restorative Justice

#### **(1) Substance Abuse**

As the summer is now in full swing, residents, seasonal workers, and tourist activity has increased, so too have the calls for service for alcohol/drug related offences. In order to try to mitigate these calls and take a proactive approach, patrols have been stepped up. Members are expected to do foot patrols of the riverfront downtown area, and licensed establishments during the course of their shifts. Detachment members at the Dawson City RCMP detachment have seen firsthand and are aware of the complaints regarding people consuming intoxicants along the waterfront. There is a detachment log for these patrols to ensure they are being completed. Although there were a number of very busy days this month members of the detachment made it a priority to increase visibility to assist with deterring people from consuming intoxicants in public. Detachment members completed over 63 foot patrols and licensed premise checks for July resulting in two violation tickets being issued. It is anticipated that the number of patrols will continue throughout the summer.

Members continue to ensure that reports involving vulnerable persons suffering from substance abuse are taken seriously and have taken several people for medical treatment and/or to a safe location for their well-being. Members have been working well past bar close to ensure that people who are intoxicated make it home to a safe place and deter people from considering to drive while impaired.

#### **(2) Road Safety**

As with the above, members have started to increase traffic enforcement again for the summer. Although only one charges were laid this month under the motor vehicle act, there were numerous vehicle stops and written warnings issued. Particular attention was paid to the Klondike Highway near the Dawson Airport as well as Front Street near local businesses; where complaints have been received. Enforcements efforts and police visibility have helped with this situation.

There were also one charge laid for impaired driving offences in July. Dawson City members will continue to increase enforcement efforts and there are plans to have the Division's Traffic Services Unit travel to Dawson in August to do an enforcement operation.





### (3) Youth Initiatives

During the month of July, members have been informally speaking with youth when out doing “day-to-day” activities in an attempt to keep and build rapport before the start of school. This has been done while members are completing foot patrols or driving around or even a friendly “hi” while off duty.

Members attended a youth center rafting trip on the Klondike River. The member who attended was well received and was able to have open and friendly communication with youth in Dawson. The member enjoyed his time as much as the youth enjoyed his company. As a result, members have been in contact with the coordinator of the Youth Centre regarding some planned events for youth which members will be getting involved with in August.

### (4) Attendance at THFN and Community Events

Members have attended numerous events this past month from dropping into the TH farm to attending the Community Support Centre on a regular basis. Cpl. Grant made his inaugural appearance at Elder’s Bingo this month with Sgt. Morin to help guide him in the ways of calling Bingo.

The entire detachment, as well as some members from Whitehorse attended to take part in the Canada Day activities and leading the parade by marching.

The detachment made several boat patrols this month with Cst. Popescul and Sgt. Morin heading towards Ogilvie, as well as helping out two stranded canoers near Moosehide.

### (5) Restorative Justice

Discussions have continued with Brenda Warren to establish a formal protocol for this initiative. Sgt. Morin signed off on the proposal and we are just awaiting final signatures for this to be put in place. There are already a couple of matters which have been identified to proceed through this process.



**Fun Fact**

*Taken from Dawson City Mounted Police Arrests and Complaints Log for July 4<sup>th</sup>, 1900:*

*Constable Barrum arrested H. Gates, Fred Kilgore, and John Pane for discharging fireworks in the Town Limits.*

*Discharged with a caution on 1900-07-05*

Regards,

A handwritten signature in black ink, appearing to read 'D. Grant', with a long horizontal flourish extending to the right.

Cpl. Dustin GRANT  
N. C. O. Operations  
Dawson City RCMP-GRC  
Box 159  
Dawson City, Yukon  
Y0B 1G0



Dawson Aug 28, 2019

To Mayor and City Council

Today there was a ticket on my car window #0725 that I was camping. I was not camping and your bylaw officer was just making it up unless you provide proof.

Then the note states that I have to move my vehicle before 5 P.M. while there is no sign that prohibits parking.

Then the note continues that my vehicle will be towed.

I don't expect this and unless you have proof I did something illegal I demand an apology before 5 P.M. today

L. Knol Whitehorse Yukon  
email: lucasone@hotmail.com



# Committee Minutes

WEDNESDAY July 3 2019

19:00

Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 19-11

**Facilitators:** Libby Macphail

**Attendees:** Jim Williams (chair), Angharad Wenz, Eve Dewald, Rebecca Jansen (via conference call)

**Regrets:** Patrik Pikálek, Dylan Meyerhoffer

Meeting Called to order at 19:07

## *Minutes*

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**Agenda Item:** Agenda Adoption

**Presenter:** Jim Williams

**Resolution:** #19-11-01

**Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 19-10 has been adopted as amended.

**Discussion:**

- Addition of time sensitive applications: Yukon Housing Corporation Replacement of Skirting #19-076 to #19-080

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

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**Agenda Item:** Conflict of Interest

**Discussion:** None.

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**Agenda Item:** Committee of the Whole

**Resolution:** #19-11-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

**Discussion:** None.

---

**Agenda Item:** Revert to Heritage Advisory Committee

**Presenter:** Jim Williams

**Resolution:** #19-11-03

**Second:** Angharad Wenz

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

**Discussion:** None.

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**Agenda Item: Adoption of the Minutes**  
**Resolution: #19-11-04**

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT the Minutes for HAC meeting 19-10 are accepted as presented.

**Discussion:** None.

Votes For: 3

Votes Against: 0

Abstained: 0  
CARRIED

---

**Agenda Item: Business Arising from the Minutes**  
**Resolution: #19-11-05**

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

**Discussion:**

- Rebecca Jansen provided the Yukon Historic Sites Inventory Summary for "Caley's Warehouse" (Also referred to as "Caley's Daughter's Playhouse"). The log building was moved to the site in the 1940s.

---

**Agenda Item: Applications: #19-057**  
**Resolution: #19-11-06**

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT the Heritage Advisory Committee moves to table development permit application #19-057.

**Discussion:**

- The applicant should provide amended drawings to administration for review.

Votes For: 3

Votes Against: 0

Abstained: 0  
TABLED

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**Agenda Item: Applications: #19-071**  
**Resolution: #19-11-07**

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit application #19-071, subject to the following condition:

**Discussion:**

- The applicant does not use chain link fence as their wire.
- The committee prefers the use of chicken or hog wire.

Votes for: 3

Votes Against: 0

Abstained: 0  
CARRIED

---

**Agenda Item: Applications: #19-076 to #19-080**  
**Resolution: #19-11-08**

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit applications #19-076 to #19-080 subject to the following conditions:

**Discussion:**

- The applicant change the plywood material proposed to the following approved options: siding, 1x6 board, corrugated tin, rough sod lumber (from 1x4 to 1x12).
- The applicant installs trim board on the top and bottom of the skirting
- The committee indicated a preference towards vertical mediums rather than horizontal mediums; and to have the skirting appear similar to the existing façade of the houses.
- Plywood is not a material sympathetic to the commemorative period, and is only used on soffits.

Votes for: 3

Votes Against: 0

Abstained: 0  
CARRIED

---

**Agenda Item: Unfinished Business: New Draft Heritage Bylaw**  
**Resolution: #19-11-09**

**Presenter: Jim Williams**  
**Second: Angharad Wenz**

**Discussion:**

- Nomination for Significance- Rebecca Jansen suggested a technical review be included; which is a similar tool used by Yukon Government.
- Historical Permits- should be assessed against the Heritage Standards and Guidelines for the Conservation of Historic Places in Canada.
- 4.05 (a)- More clarification surrounding chairs and acting chairs was requested. Can a chair be successive?
- List of advisory members- Can they include people not associated with specific organizations, and include private professionals, like architects, historians, or designers?
- 11.02 (d)- the use of an exhaustive list is not preferred, as they can create loopholes when an item is not listed. A general statement is preferred for this section.
- 13.02 (e)- Many heritage buildings in the historic townsite have legal non-conforming status, is it possible to add a line in this section stating that HAC's grants can go towards improving legal non-conforming statuses of buildings?
- Joint Council and HAC meetings- HAC would prefer more strong wording so that stronger resolutions and decisions are made at these meetings.

---

**Agenda Item: New Business: Moving Permits**  
**Resolution: #19-11-10**

**Presenter: Jim Williams**  
**Second: Angharad Wenz**

**Discussion:**

- HAC is in support of the 1.00/sq. ft. deposit for moving permits in order to ensure development.
  - The Planning and Development Assistant mentioned that there has not been direction from Council to amend or change this section of the Zoning By-Law at this time, and therefore administration will continue to interpret and implement the By-Law as it is written.



**Agenda Item: Adjournment**

**Resolution: #19-11-11**

**Presenter:** Jim Williams

**Second:** Angharad Wenz

That Heritage Advisory Committee meeting HAC 19-08 be adjourned at 20:38 hours on the 3<sup>rd</sup> of July.

**Discussion:** None

**Minutes accepted: HAC 19-12 on July 17, 2019**

# Committee Minutes

WEDNESDAY July 17 2019  
19:00  
Council Chamber

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**Meeting Type:** Regular

**Meeting:** # HAC 19-12

**Facilitators:** Libby Macphail

**Attendees:** Jim Williams (chair), Angharad Wenz, Eve Dewald, Patrik Pikálek, Rebecca Jansen (via conference call)

**Regrets:** Dylan Meyerhoffer

Meeting Called to order at 19:01

## *Minutes*

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**Agenda Item:** Agenda Adoption

**Presenter:** Jim Williams

**Resolution:** #19-12-01

**Second:** Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 19-12 has been adopted as presented.

**Discussion:**

- None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

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**Agenda Item:** Conflict of Interest

**Discussion:** None.

---

**Agenda Item:** Committee of the Whole

**Resolution:** #19-12-02

THAT the Heritage Advisory Committee move into the Committee of the Whole to hear delegations.

**Discussion:**

- Dave Wrobel from the Downtown Hotel Group- Work on the Caley Building
- Marie-Claire Findlay-Brook from KIAC- Signage
- Anna Radzimirska- Signage for Dawson City Cannabis

---

**Agenda Item:** Delegates

**Resolution:** #19-12-03

**Discussion:**

- Delegate Dave Wrobel from the Downtown Hotel Group discussed the planned renovations for the Caley Building and provided updates on the Midnight Sun Hotel and “Caley’s Daughter’s Cabin”. The Caley building renovations consist of a new fire escape and deck, repairs to the foundation and raising of the building between 18” to 36”, and grading work to ensure good drainage. The goal of the Downtown Hotel group is to preserve the Caley Building. The Midnight Sun renovations will mostly be interior, but they may need to do some exterior work. If they do, they will do so with consultation from the committee. “Caley’s Daughter’s Cabin” has been assessed and they will save and salvage the exterior and make it into a residential unit.
- Delegate Marie-Claire Findlay-Brook discussed the signage planned for the KIAC building. The KIAC building has received a Han name and will be having a naming ceremony. They are installing the Han name sign and erecting a commemoration plaque to reference the ceremony. The commemoration plaque will be a 20”x20” thin granite sign. The KIAC sign on the building will be moved up in order to make room for the Han sign, and to make the Han sign appear just as important as the original sign.
- Delegate Anna Radzimirska is planning to erect a sign to advertise her business. The sign will be 3’x6’ and will be an aluminum composite panel. The background will be a “distressed wood” vinyl. The font is an approved font.

---

**Agenda Item: Revert to Heritage Advisory Committee**

**Resolution: #19-12-04**

**Presenter: Jim Williams**

**Second: Angharad Wenz**

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

**Discussion: None.**

---

**Agenda Item: Business Arising from Delegations**

**Resolution: #19-12-05**

**Presenter: Jim Williams**

**Second: Angharad Wenz**

**Discussion:**

- The committee recommends that the KIAC commemoration plaque be mounted on a boulder rather than freestanding, as freestanding signs tilt over time due to frost heaving.
- The committee recommends to Anna Radzimirska that she install a frame around her sign.

---

**Agenda Item: Adoption of the Minutes**

**Resolution: #19-12-06**

**Presenter: Jim Williams**

**Second: Angharad Wenz**

THAT the Minutes for HAC meeting 19-11 are accepted as presented.

**Discussion: None.**

Votes For: 4

Votes Against: 0

Abstained: 0  
CARRIED

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**Agenda Item: Business Arising from the Minutes**

**Resolution: #19-12-07**

**Presenter: Jim Williams**

**Second: Angharad Wenz**

**Discussion:**

- None.

---

**Agenda Item: Applications: #19-057**

**Presenter:** Jim Williams

**Resolution:** #19-12-08

**Second:** Angharad Wenz

THAT the Heritage Advisory Committee moves to table development permit application #19-057.

**Discussion:**

- The applicant should provide amended drawings to administration for review.

Votes For: 4

Votes Against: 0

Abstained: 0  
TABLED

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**Agenda Item: Applications: #19-082**

**Presenter:** Jim Williams

**Resolution:** #19-12-09

**Second:** Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit application #19-082, subject to the following condition:

**Discussion:**

- The applicant submits a window schedule, complete with trim and sill specifications.

Votes for: 4

Votes Against: 0

Abstained: 0  
CARRIED

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**Agenda Item: Applications: #19-085**

**Presenter:** Jim Williams

**Resolution:** #19-12-10

**Second:** Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit applications #19-085, subject to the following condition:

**Discussion:**

- The sign should have a frame surround.

Votes for: 4

Votes Against: 0

Abstained: 0  
CARRIED

---

**Agenda Item: Applications: #19-089**

**Presenter:** Jim Williams

**Resolution:** #19-12-11

**Second:** Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit application #19-089.

**Discussion:**

- The committee is satisfied with the design of the sign.

Votes for: 4

Votes Against: 0

Abstained: 0  
CARRIED

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**Agenda Item: Applications: #19-0XX; KIAC Plaque**  
**Resolution: #19-12-12**

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

THAT the Heritage Advisory Committee moves to approve development permit applications #19-0XX; KIAC plaque.

**Discussion:**

- The committee recommends the following mounting options: boulder, mounted to the building, or freestanding.

Votes for: 4

Votes Against: 0

Abstained: 0  
CARRIED

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**Agenda Item: Reports**  
**Resolution: #19-12-13**

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

**Discussion:**

- The Cassiar building is being sided currently with a tin façade. HAC recalls the Cassiar building being approved with a wood façade. Administration has been asked to take a look at the file for this project and through HAC meeting minutes.

---

**Agenda Item: Unfinished Business: New Draft Heritage Bylaw**  
**Resolution: #19-12-14**

**Presenter:** Jim Williams  
**Second:** Angharad Wenz

**Discussion:**

- Section 13.02: Eligible Projects
  - Interpretive signage- is the intent to have only interpretive signs be eligible? If it is, HAC would like for all signage to be eligible.
  - HAC would like to see educational/informational projects be eligible for funding.
  - Landscaping- The committee sees value in having one time landscaping projects be eligible for funding.
- Section 10: Protection of Historic Sites
  - The committee discussed the relationship between the protections given by the Heritage Bylaw and the Historic Resources Act. The Development Officer can pull down protections from the Heritage Resources Act and enforce penalties from this parent legislation.

**Agenda Item: Adjournment**

**Resolution: #19-12-15**

**Presenter:** Jim Williams

**Seconded:** Angharad Wenz

That Heritage Advisory Committee meeting HAC 19-12 be adjourned at 20:44 hours on the 17<sup>th</sup> of July.

**Discussion:** None

**Minutes accepted: HAC 19-13 on August 7, 2019**

**MINUTES OF SPECIAL COMMITTEE OF WHOLE MEETING CW19-16** of the council of the City of Dawson called for 7:00 PM on Wednesday, June 12, 2019 in the City of Dawson Council Chambers.

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<b>PRESENT:</b>	Mayor Councillor Councillor Councillor	Wayne Potoroka Stephen Johnson Bill Kendrick Molly Shore
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<b>REGRETS:</b>	Councillor	Natasha Ayoub
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<b>ALSO PRESENT:</b>	CAO Recreation Manager	Cory Bellmore Marta Selassie
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**Agenda Item:** Call to Order

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The Chair, Wayne Potoroka called the meeting to order at 7:00 p.m.

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**Agenda Item:** Agenda

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**CW19-16-01** Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for special committee of the whole meeting #CW19-16 be accepted as presented. Carried 4-0

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**Agenda Item:** Stantec RE Recreation Facility Planning

---

Lesley Cabott and John Berg, Stantec led the discussion. A power point presentation was used to focus the discussion.

**Q: What do you like about the rec center?**

A:

- Location
- Open / accessible / community space in winter
- Functional – good ice, quality of surfaces is good
- Change rooms are good
- Well-staffed – good staff
- Affordable for users and town
- 80 to 95% subsidized, this is good.
- Flexible social space – curling rink
- Rentable kitchen
- Location – arena provides meeting space (ex: Gold show in summer)
- Warm viewing area on the curling side
- Curling rink – not all wonky like arena side – lesson
- Usually enough parking (lots on street)
- Enough viewing for hockey – minus the posts
- Kitchen and restaurant (winter)
- Well-liked and well-used space. People like it.
- Shared parking area (ex: Gerties parking area gets used)

Item: Discussion

Possible Future Sites: (items to consider size, synergies)

- o Dawson – owns the city, owns the land
- o Bottom of Dome Rd
- o Gold Rush Campground
- o Current
- o Wastewater treatment plant
  - ☐ Education reserve
  - ☐ Second school
  - ☐ Library
- o Old courthouse

**Q: What do you NOT like about the current Rec center?**

A:

- Not a recreation center, just curling rink / arena
- Missing:
  - o 2nd floor to be useable space
  - o Gymnasium inside
  - o Fitness room
  - o Radio station
- Underperformed – it was not what community expected
- Chopping of capital costs and facilities
- “Frankenstein”
- Inefficient
- Ugly lighting - dark
- Layout (ex: sun orientation / exposure)
- Not accessible design
- Designed without HAC (ex: windowless, single streetscape)
- Improperly sized (ex: bathroom is very large)
- Two different projects did not speak to each other
- Sinking
- Big cracks in the drywall
- Water doesn’t drain
- No local knowledge (ex: creek bed underneath)
- Need to talk to the rec center maintenance people
- Foundation
- Not a center that people can come together

Item: Discussion

- Design – power requirements
  - o Electrical – can’t isolate systems
- Pool is not attached
- Running 3 building is not efficient – not consolidated
- Leasing the upstairs
- Wasting taxpayer’s money
- Ugly aesthetics
- No natural light
- Narrow spaces – hallways
- Cold – viewing
- No comfortable common space
- Ceiling panels



- Lighting
- Inefficient
- Cold, dark, damp building (like a basement)
- Cold in summer – uncomfortable for Gold Show
- Rooms are not well utilized (ex: Zamboni, first aide, etc.)
- Lack of storage
- Not accessible, showers not accessible
- No running track
- Viewing of the hockey
- Change rooms right to the arena – hallways. It's okay.
- Changerooms – bathroom / restrooms included.
- The architects, engineers, and contractors got away with a crappy building
- Lack of understanding that went on
- Incompetence of the professionals
- Rec department does not have own space in facility. (programming, storage)
- Hockey boards are not level
- Public perception
- Trust – community did not get what they wanted
- Northern boondoggle
- Plan and deliver good infrastructure projects in Dawson
- Mistakes upon mistakes

Item: Discussion

**Q: Rec centers that you REALLY like?**

A:

- Haines Junction
- Watson Lake
- Whitehorse -big scale, elements sitting orientation
- Mayo
- Rental space (ex: tenant space for physio)
- Hillcrest Centre – Vancouver
- Dauphin, Manitoba
- Wellness center – Germany, Scandinavian

**Q: What are some principles/vision elements?**

A:

- Structurally sound
- Energy efficient
- Natural light
- Solar panels
- LEED – but no need to apply
- Socially acceptable
- Minimum 50-100 years
- Durable
- Win – simple building that is affordable –includes as many elements as possible that we can afford.

**Q: What could be some “Wins” for this building?**

A:

- Simple to operate
- We can afford it
- Sustainable
- Think about the future
  - o Hockey rink
  - o Two sheet curling rinks
  - o Community space
  - Multi-use space

Item: Discussion

- o Library – if \$
- o Social accessible
- o Economic accessible – no “Taj Mahal”

**Q: What are the Guiding Principles / Vision Elements**

A:

- Learn from ‘lessons learned’
- Don’t want to be surprised by the dollars in the end
- Stand alone
- Strategic vision (ex: sustainable multi-use spaces)
- Flexibility
- Orientation / passive
  - o siting
- Community gathering space
- Completed project inside and out
- Bike parking
- Operationally affordable
  - o Proven technologies
  - o Funded
  - o Does not require a lot of training to operate
  - o Synergies/integrated with other aspects of the community(e.g. library)
- Project clarity – deliverables
- See Committee Night consultation results
- Recreation board
- Club + info night
- External factors
  - o The school – less space
- Potential loss of community / public library
- Rink:
  - o All gender rooms
  - o Dressing room
  - o Curling rink
- Complex – with multiuser spaces

Item: Discussion

**Q: Desired Schedule - Plan?**

A:

- Site – Timeline Construction 2020
- Funding opportunities + constraint
  - o Funding models
    - ☐Partners
    - ☐TH
    - ☐Corporations (ex: mining companies)
    - ☐Leverage
- Consideration of use of existing facility during construction – don't want to lose the use of it
- Disposing of existing lots / buildings
- Lessons learned from past
- Talk to maintenance people / staff

**Q: What types of programs/activities?**

A:

- Running / walking track
- Senior space
- We have the worst gym
- Indoor playground (needs to stay put)
- Flexible design
- All age groups accessible
- 0 to 5 years
- Community hub
- Safe
- Wi-Fi
- Weight room in building
- Rooms for gatherings (ex: birthday party room)
- Billiards / pool Sauna, warm water, cold bath
- Shower facilities well used by those being off grid
- Reception area / welcoming desk
- Nowhere to do laundry in town

Item: Discussion

**Additional Comments/ Notes**

- Other items/questions
  - o Site evaluation - drillers?
  - o Education reserve - Waste Water Treatment Site -
  - o Recreation Centre staff meeting?
  - o Need to Look at Dauphin Manitoba and Hillcrest Community Centre
  - o Need to speak with libraries branch at YG
  - o Synergies - site, parking, youth, library, TH
  - o Conference Gold Show space
  - o Disposition of existing buildings and land
  - o Case for consolidation
  - o Demographic and statistical information needed
- Meeting with maintenance team
- Good statistical information
- Post-demographics

Projects that have gone well in Dawson (lessons learned)

- KDO – apartments
- Paving of Front Street
- Water treatment facility
- Piped – water + sewer

Stantec to provide list of rooms but not sizes, list of similar Rec Center project costs, and Class D estimate (?).

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**Agenda Item:** Adjournment

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**CW19-16-02** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole meeting CW19-16 be adjourned at 9:00 p.m. with the next regular meeting of committee of the whole being June 17, 2019. Carried 4-0

**THE MINUTES OF SPECIAL COMMITTEE OF WHOLE MEETING CW19-16 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW19-23-02 AT COMMITTEE OF WHOLE MEETING CW19-02 OF AUGUST 26, 2019.**

Original signed by:  
Wayne Potoroka, Chair

Cory Bellmore, CAO

**MINUTES OF COMMITTEE OF WHOLE MEETING CW19-21** of the council of the City of Dawson called for 7:00 PM on Monday, August 5, 2019 in the City of Dawson Council Chambers.

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<b>PRESENT:</b>	Mayor Councillor Councillor Councillor	Wayne Potoroka Stephen Johnson Bill Kendrick Molly Shore
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<b>REGRETS:</b>	Councillor	Natasha Ayoub
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<b>ALSO PRESENT:</b>	CAO EA CDO	Cory Bellmore Heather Favron Clarissa Huffman
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**Agenda Item:** Call to Order

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The Chair, Wayne Potoroka called the meeting to order at 7:00 p.m.

*Mayor Potoroka declared a conflict with an in-camera matter and will be stepping down from council on that matter.*

*Councillor Kendrick declared a conflict with an in-camera matter and will be stepping down from council on that matter.*

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**Agenda Item:** Agenda

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**CW19-21-01** Moved by Mayor Potoroka, seconded by Councillor Shore that the agenda for committee of the whole meeting #CW19-21 be accepted as presented. Carried 4-0

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**Agenda Item:** Adoption of the Minutes

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a) Committee of Whole Meeting Minutes CW19-17 of June 17, 2019

Page 1: Committee requested the minutes be amended to include Clarissa's last name.

**CW19-21-02** Moved by Councillor Shore, seconded by Councillor Kendrick that the minutes of committee of the whole meeting #CW19-17 of June 17, 2019 be accepted as amended. Carried 4-0

b) Committee of Whole Meeting Minutes CW19-18 of July 8, 2019

**CW19-21-03** Moved by Councillor Shore, seconded by Councillor Kendrick that the minutes of committee of the whole meeting #CW19-18 of July 8, 2019 be accepted as presented. Carried 4-0

c) Special Committee of Whole Meeting Minutes CW19-19 of July 15, 2019

**CW19-21-04** Moved by Mayor Potoroka, seconded by Councillor Shore that the minutes of special committee of the whole meeting #CW19-19 of July 15, 2019 be accepted as presented. Carried 4-0

d) Committee of Whole Meeting Minutes CW19-20 of July 22, 2019

**CW19-21-05** Moved by Councillor Kendrick, seconded by Councillor Shore that the minutes of committee of the whole meeting #CW19-20 of July 22, 2019 be accepted as presented. Carried 4-0

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**Agenda Item:** Business Arising from the Minutes

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In response to questions raised by the committee, the CAO provided the following information:

- The discussion regarding solid waste and diversion will be scheduled upon the return of the PW Superintendent.
- Kathy Webster will be returned the deposit upon completion of the landscaping plan.
- CAO will investigate next steps and schedule RE: New Recreation Centre planning and will see about getting it back to committee as an agenda item.
- Cable system update will be included as an agenda item for an upcoming meeting.

At the request of the committee, the CDO provided an update regarding Sidu Trucking's subdivision application and concerns raised by committee at the July 8th meeting.

Committee inquired if there was any feedback regarding the proposed cannabis regulations, and the CDO responded there has been no feed back from the public to date.

Committee requested CKS agreement be included as part of the solid waste discussion.

Committee requested CKS agreement and land tenure for ski trails be included as agenda items for the meeting with Minister Streicker.

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**Agenda Item:** Special Meeting, Committee and Departmental Reports

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a) Request for Decision RE: Public Works Plow Truck Award

Committee inquired what the rational was for not considering diesel. The CAO will investigate and report back.

**CW19-21-06** Moved by Mayor Potoroka, seconded by Councillor Shore that committee of the whole forwards the Request for Decision RE: Public Works Plow Truck Award to council with a recommendation to approve. Carried 4-0

b) Request for Decision RE: Climate Change Integrated Strategy

Committee provided the following feedback:

Section 3 (d) - amend to include "and /or composters"  
Section 3 (g) -amend to include "charging station"  
Incentivising green business practices  
Section 2 (a) highlighting supporting local food production  
Composting program as a whole and not just for residential

- CW19-21-07** Moved by Mayor Potoroka, seconded by Councillor Kendrick that committee of the whole forwards the Request for Decision RE: Climate Change Integrated Strategy to council with a recommendation to approve.
- CW19-21-08** Moved by Mayor Potoroka, seconded by Councillor Kendrick to add to end of resolution "with additional comments". Carried 4-0  
Main Motion Carried 4-0

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**Agenda Item: Bylaws and Policies**

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a) Request for Decision RE: Heritage Bylaw

Committee requested second and third readings of the bylaw be spaced out.

- CW19-21-09** Moved by Councillor Shore, seconded by Councillor Kendrick that committee of the whole forwards Heritage Bylaw 2019-04, as presented, to council with a recommendation to proceed with second and third reading.
- CW19-21-10** Moved by Mayor Potoroka, seconded by Councillor Shore to remove "and third reading" from resolution. Carried 4-0  
Main Motion Carried 4-0

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**Agenda Item: In Camera Session**

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- CW19-21-11** Moved by Councillor Kendrick, seconded by Councillor Shore that committee of the whole move into a closed session for the purposes of discussing land and legal related matters as authorized by section 213 (3) of the Municipal Act.  
Carried 4-0
- CW19-21-12** Moved by Councillor Johnson, seconded by Councillor Shore that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda.  
Carried 2-0

*As per the Yukon Municipal Act: "Reduced quorum due to conflict of interest 208.02 If, due to a pecuniary interest of a member of council in relation to a matter, only two members of council are entitled to vote on the matter, those two members constitute a quorum for the matter. S.Y. 2015, c.12, s.67."*

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**Agenda Item: Adjournment**

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- CW19-21-13** Moved by Councillor Johnson, seconded by Councillor Shore that committee of the whole meeting CW19-21 be adjourned at 9:18 p.m. with the next regular meeting of committee of the whole being August 26, 2019. Carried 2-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW19-21 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW19-23-03 AT COMMITTEE OF WHOLE MEETING CW19-23 OF AUGUST 26, 2019.**

Original signed by:  
Wayne Potoroka, Chair

Cory Bellmore, CAO

**MINUTES OF SPECIAL COMMITTEE OF WHOLE MEETING CW19-22** of the council of the City of Dawson called for 12:00 p.m. on Thursday, August 15, 2019 in the City of Dawson Council Chambers.

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<b>PRESENT:</b>	Councillor Councillor Councillor	Natasha Ayoub Stephen Johnson Molly Shore
<b>REGRETS:</b>	Mayor Councillor	Wayne Potoroka Bill Kendrick
<b>ALSO PRESENT:</b>	A/CAO CDO	Mark Dauphinee Clare Huffman

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**Agenda Item:** Call to Order

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Acting CAO, Mark Dauphinee called the meeting to order at 12:07 p.m.

**CW19-22-01** Moved by Councillor Johnson, Seconded by Councillor Ayoub that Stephen Johnson be appointed chair of this meeting. Carried 3-0

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**Agenda Item:** Agenda

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**CW19-22-02** Moved by Councillor Ayoub, seconded by Councillor Shore that the agenda for special committee of the whole meeting #CW19-22 be accepted as presented. Carried 3-0

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**Agenda Item:** Land Related Matter

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**CW19-22-03** Moved by Councillor Johnson, seconded by Councillor Shore that committee of the whole move into a closed session for the purposes of discussing a land related matter as authorized by section 213 (3) of the Municipal Act. Carried 3-0

**CW19-22-04** Moved by Councillor Johnson, seconded by Councillor Ayoub that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 3-0

**CW19-22-05** Moved by Councillor Shore, seconded by Councillor Ayoub to forward a recommendation to Council to approve the request to purchase Lot 7 Remainder, Block C, Government Addition, and 11 feet of the old Third Avenue Road Right-of-Way, for the reasons outlined in the RFD, and forwards a Land Sale Bylaw to Council for first reading, subject to the following conditions:  
a. Purchase price to be \$1 per square foot, for a total of \$840.00.  
Purchased portions are to be consolidated with Lot 31, Block 2, North End.  
Administration to confirm whether a road closure is required.  
Carried 3-0



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**Agenda Item:** Adjournment

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**CW19-22-06** Moved by Councillor Johnson, seconded by Councillor Shore that committee of the whole meeting CW19-22 be adjourned at 12:43 p.m. with the next regular committee of whole meeting being August 26, 2019. Carried 3-0

**THE MINUTES OF SPECIAL COMMITTEE OF WHOLE MEETING CW19-22 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW19-23-04 AT COMMITTEE OF WHOLE MEETING CW19-23 OF AUGUST 26, 2019.**

Original signed by:  
Stephen Johnson, Chair

Mark Dauphinee, A/CAO