



THE CITY OF DAWSON

COUNCIL MEETING #C19-05

AGENDA

MONDAY, MARCH 11, 2019

7:00 p.m.

Council Chambers, City of Dawson Office

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

- a) Council Meeting Agenda #C19-05

3. DELEGATIONS AND GUESTS

- a) Laura Prentice, Director, Land Development RE: Land Planning

4. BUSINESS ARISING FROM DELEGATIONS

5. ADOPTION OF THE MINUTES

- a) Council Meeting Minutes #C19-04 of February 25, 2019

6. BUSINESS ARISING FROM MINUTES

- a) Council Meeting Minutes #C19-04 of February 25, 2019

7. FINANCIAL AND BUDGET REPORTS

- a) 2019 Accounts Payable Report RE: Cheque Run #19-01
- b) 2019 Accounts Payable Report RE: Cheque Run #19-02
- c) 2019 Accounts Payable Report RE: Cheque Run #19-03

8. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) Request for Decision RE: Contract Award Recreation Centre Pre-design Planning
- b) Request for Decision RE: Lot 11, Block L, Ladue Estate: One-Way Alley Request
- c) Request for Decision RE: Sale of Alley Block LC, Ladue Estate
- d) Information Report RE: Downtown Revitalization Implementation Tools
- e) Proclamation RE: Thaw di Gras Spring Carnival
- f) Proclamation RE: UNESCO World Poetry Day March 21st & April 2019 National Poetry Month

9. BYLAWS AND POLICIES

10. CORRESPONDENCE

- a) RCMP, Dawson Detachment, "M" Division – 2018 Policing Report
- b) Ron Taylor, Taylored Accessibility RE: Municipal Accessibility Concerns
- c) Committee of the Whole Meeting Minutes #CW19-06
- d) Heritage Advisory Committee Meeting Minutes #HAC19-01 & HAC19-02
- e) Board of Variance Minutes #BOV18-01, BOV 18-02, BOV 18-03, BOV 18-04 & BOV19-01

11. PUBLIC QUESTIONS

12. INCAMERA

13. ADJOURNMENT

MINUTES OF COUNCIL MEETING #C19-04 of the council of the City of Dawson held on Monday, February 25, 2019 at 7:00 PM in the City of Dawson Council Chambers.

PRESENT:	Deputy Mayor Councillor Councillor	Molly Shore Stephen Johnson Bill Kendrick
REGRETS:	Mayor Councillor	Wayne Potoroka Natasha Ayoub
ALSO PRESENT:	CAO EA	Cory Bellmore Heather Favron

Agenda Item: Call to Order

The Chair, Deputy Mayor Shore called council meeting #C19-04 to order at 7:02 PM.

Agenda Item: Agenda

C19-04-01 Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that the agenda for council meeting # C19-04 of February 25, 2019 be adopted as presented.
Motion Carried 3-1

Agenda Item: Delegations

C19-04-02 Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that council move into the committee of the whole for the purposes of hearing delegations.
Motion Carried 3-0

a) Jane Koepke, Groundswell Planning RE: Recreation Department Master Plan

Jan Koepke with Groundswell Planning was in attendance to provide council with an overview of the Parks and Recreation Master Plan project. Development of the plan will not only provide an opportunity for some education, it will be an opportunity to affirm with the residents what they are receiving and the value for it. The end result will be a plan with a vision, guiding principles, strategies that are effective, and hopefully a pretty clear pathway forward. An overview of the project timeline was provided, which included

- began about three weeks ago
- community visit scheduled for about two weeks-time
- survey scheduled to be launched in one week that will run for a couple of weeks
- there will be a two-week engagement period for this information gathering phase
- compiling the background information which will include leading trends and best practices on a national scale in terms of recreation delivery
- presenting the compiled information and planning concepts to the Steering Committee around the end of March in order to come up with a vision
- there will be another planning workshop
- draft report to be presented to council the end of April / early May for comments and input
- release draft report to the public for review and comment
- Final plan presented to council early June

Council inquired who would be on the Steering Committee. The Recreation Manger informed council it has not yet been finalized but administration is considering a small internal committee and looking

at including representation from the Recreation Department, from both programming and maintenance/facility operations, TH, Recreation Board, and maybe one other from across the department.

Council inquired what would be the relationship between the master planning exercise and planning for a new facility. Jane Koepke explained to council this master planning will be the high-level strategic planning exercise that looks at all of the city's recreation, all of the facilities including indoor and outdoor, all of its programs and partnerships. It would be normal to expect a short list to arise of key facilities and infrastructure priorities as part of master planning. Where the master planning will stop and the facility planning will carry on is looking at how the high priority elements may or may not get built into the facility.

Council inquired if the public raises various issues, both positive and negative, to what extent can information be removed from the document by the Steering Committee. Jane Koepke explained that all input in its entirety will be reported back in the form of a summary engagement report. The Steering Committee will be examining this information to understand what it means from a strategic planning context and then the key themes will then be reported back to council.

Council inquired if there would be any involvement of council prior to presentation of the draft report. Jane Koepke responded to council that currently that is the plan and intention, but certainly they are open to any other direction of council should they wish to be brought into the process sooner than that draft report being presented.

Council confirmed they would like to be involved prior to presentation of draft report by way of project update reports and a what we heard during consultation report.

b) Jane Koepke, Groundswell Planning RE: Development Incentives Policy / Development Cost Charge Program Design

Jane Koepke with Groundswell Planning was in attendance to provide council with an overview of the Development Incentives Policy / Development Cost Charge Program Design project. The process involves looking at the *Development Incentive Policy* adopted by council in 2015, and looking at whether or not that policy needs to be updated. One of the tasks the team has been asked to consider is whether or not if it is still appropriate for the city to be charging based on the cost of connecting new development to serving when a lot of municipalities use a development cost charge which reflects a much broader range of costs in the municipality related to new development.

This project will provide an opportunity to look at the policy and to talk with developers and initiators of housing projects in Dawson who have been through the process, along with city staff responsible for enforcing the policy to obtain feedback. It is also a chance to check in to see how other municipalities deal with some of the challenges. The outcome of the project will involve a new or amended *Development Incentives Policy* as well as a frame work for a development cost charge, and implementation strategy. The project team is working towards having the final presentation at the end of May early June.

Council inquired who would be part of the project teams. Jane Koepke informed council the project team for this project included herself, Ian Roberson and a researcher. The project team for the master planning project included herself, Mark Wickham, Derick , Paul Goudy, and Chris Clarke.

In response to question raised by council, Jane Koepke confirmed the team would be looking at secondary suites and associated incentives. Council suggested Lunenburg and Barkerville for municipalities to be researched.

- C19-04-03** Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that committee of the whole revert to council to proceed with the agenda.
Motion Carried 3-0

Agenda Item: Adoption of the Minutes

- a) Council Meeting Minutes #C19-03 of February 11, 2019

Page 3: Council requested an amendment to the minutes to move the sentence from b) to c).

- C19-04-04** Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that the minutes of council meeting #C19-03 of February 11, 2019 be approved as amended.
Motion Carried 3-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

- a) Request for Decision RE: Gas Tax Funding for the Canadian Bank of Commerce NHS 2019 Stabilization work

- C19-04-05** Moved by Councillor Kendrick, seconded by Deputy Mayor Shore that Council direct Administration to apply for Gas Tax Funding for the Canadian Bank of Commerce NHS 2019 Stabilization work.
Motion Carried 3-0

- b) Request for Decision RE: Canadian Bank of Commerce NHS: Five Year Plan

- C19-04-06** Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that Council approve the Canadian Bank of Commerce NHS: Five Year Plan.
Motion Carried 3-0

Agenda Item: Correspondence

A question of council was raised regarding scheduling of quarterly meetings with HAC and suggested a meeting be scheduled prior to summer.

- C19-04-07** Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that council acknowledge receipt of the following correspondence:
- Committee of the Whole Meeting Minutes #CW19-03, CW19-04 & CW19-05
For informational purposes.
Motion Carried 3-0

Agenda Item: Public Questions

- C19-04-08** Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that council move to committee of the whole for the purposes of hearing public questions.
Motion Carried 3-0

Dan Davidson

Dan Davidson inquired if the city standard is to use British or American spelling as he noted the use of American spelling in the minutes on the bottom of page 3. Council noted the city has a style guide and the standard is Canadian spelling.

Dan Davidson asked council if anything further had been heard from Daryl Carey regarding his development permit. The CAO responded that the city has not received anything to date.

C19-04-09 Moved by Councillor Kendrick, seconded by Deputy Mayor Shore that committee of the whole revert to council to proceed with agenda.
Motion Carried 3-0

Agenda Item: In Camera Session

C19-04-10 Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that council move into a closed session of committee of the whole, as authorized by Section 213(3) of the Municipal Act, for the purposes of discussing land, legal and financial related matters.
Motion Carried 3-0

C19-04-11 Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that committee of the whole revert to an open session of council to proceed with the agenda.
Motion Carried 3-0

Agenda Item: Adjournment

C19-04-12 Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that council meeting #C19-04 be adjourned at 8:55 p.m. with the next regular meeting of council being March 11, 2019.
Motion Carried 3-0

THE MINUTES OF COUNCIL MEETING C19-04 WERE APPROVED BY COUNCIL RESOLUTION #C19-__-__ AT COUNCIL MEETING #C19-__ OF MARCH 11, 2019.

Molly Shore, Deputy Mayor

Cory Bellmore, CAO

The City of Dawson
Cheque Run #19-01

#19-01

Cheque #	Vendor Name	Chq Amount	Distribution	Dept.	Detail
53331	Air North	\$ 712.30	\$ 712.30	pw	Freight
53332	Advance North Mechanical	\$ 1,148.19	\$ 1,148.19	Rec	Vehicle R&M
53333	Air North	\$ 392.06	\$ 101.69	PW	Freight
			\$ 187.63	PW	Freight
			\$ 102.74	PW	Freight
			\$ 392.06		
53334	Arctic Inland Resources Ltd.	\$ 704.39	\$ 190.75	PW	Supplies
			\$ 89.73	PW	Supplies
			\$ 307.32	Rec	building r&m
			\$ 116.59	Rec	building r&m
			\$ 704.39		
53335	Association of Yukon Communities	\$ 11,640.77	\$ 11,640.77	Council	Membership Fee
53336	Bonanza Markdt	\$ 141.94	\$ 141.94	Rec	Program Supplies
53337	Canadian Tire	\$ 289.58	\$ 289.58	Rec	Vehicle R&M
53338	VOID				
53339	Chief Isaac Inc	\$ 2,190.58	\$ 132.30	ADM	Janitorial
			\$ 1,160.79	Various	Janitorial
			\$ 650.74	Rec	Janitorial
			\$ 246.75	PW	Safety Line
			\$ 2,190.58		
53340	Kirsten Davls	\$ 2,399.34	\$ 2,399.34	Rec	Reimburse for Minto contents
53341	Dawson Chamber of Commerce	\$ 183.75	\$ 183.75	Rec	Table & Chair Rental
53342	Dawson City General Store	\$ 1,063.34	\$ 1,063.34	Rec	Supplies
53343	Dawson City Minor Soccer	\$ 1,354.66	\$ 1,354.66	Rec	Minor Soccer Grant
53344	Dawson City Museum	\$ 2,000.00	\$ 2,000.00	Rec	Canada Day
53345	Dawson Firefighters Association	\$ 8,610.00	\$ 8,610.00	FD	4th Quarter
53346	Dawson Hardware	\$ 1,213.23	\$ 1,213.23	PW	Supplies
53347	EC&M Electric Norther Ltd	\$ 997.92	\$ 997.92	PW	Pumphouse R&M
53348	Ed Repair & Services	\$ 41,790.00	\$ 24,360.00	PW	November Waste collection
			\$ 17,430.00	PW	December waste collection
			\$ 41,790.00		
53349	Emco	\$ 1,157.52	\$ 1,157.52	Rec	building r&m
53350	European Cutters Ltd	\$ 295.32	\$ 295.32	Rec	Sharpen Zamboni Blades
53351	Heather Favron	\$ 938.79	\$ 938.79	ADM	Travel
53352	Grenon Enterprises	\$ 29,370.88	\$ 20,257.13	pw	roads
			\$ 992.25	pw	collection clean-up
			\$ 315.00	pw	Landfill
			\$ 220.50	pw	collection r&m
			\$ 7,586.00	pw	water delivery
			\$ 29,370.88		
53353	Guillevin International Inc	\$ 283.50	\$ 283.50	ADM	building r&m
53354	Kenetic Welding	\$ 204.75	\$ 204.75	pw	Heavy Equip R&M
53355	Klondike Visitors Association	\$1,925.00	\$1,925.00	rec	2018 Advertising
53356	Eric Matchell	\$600.55	\$600.55	pw	Travel
53357	Maximillian Gold rush Eporium	\$130.00	\$130.00	rec	Program Supplies
53358	Midquest technologies	\$267.33	\$267.33	rec	AED battery
53359	North 60 Petro	\$14,599.05	\$1,257.50	various	vehicle fuel
			\$13,341.55	various	Building heating fuel
			\$14,599.05		
53360	Northern Superior Mechanical	\$1,833.94	\$1,833.94	rec	arena/ice plant supplies
53361	Nyland, Sarah	\$40.00	\$40.00	rec	fob return
53362	Pan of Gold	\$75.60	\$75.60	Rec	Program Supplies/hockey tournament
53363	Serre De St Jean, Kate	\$2,097.75	\$2,097.75	ADM	Reimburse relocation expense
53364	Jennifer Suttls	\$170.00	\$170.00	rec	programming instructor
53365	The Monte Carlo	\$99.60	\$99.90	adm	Supplies
53366	Yukon Energy	\$52,865.29	\$52,865.29	Various	Nov/Dec energy & street lights
53367	Zarowny, Micheal	\$600.55	\$600.55	pw	Travel

The City of Dawson
Cheque Run #19-02

#19-03

Cheque #	Vendor Name	Chq Amount	Distribution	Dept.	Detail
53368	void	void			
53369	Shane Edwards	\$765.38	\$765.38	pw	reimburse benefits
53370	Air North	\$615.01	\$169.57	pw	travel
			\$445.44	pw	freight
			\$615.01		
53371	Arctic Inland resources	\$1,950.24	\$1,529.19	pw	sidewalk material
			\$421.05	pw	supplies/building r&m
			\$1,950.24		
53372	Auntie's	\$378.00	\$378.00	adm	Ministers Dinner
53373	BHB Mini Storage	\$420.00	\$420.00	adm	Mini Storage 4 months
53374	Bishop Plumbing & Heating	\$326.55	\$326.55	pw	building r&m
53375	Charles Brunner	\$300.00	\$300.00	adm	professional services
53376	Cabin Fever Office & Event Serv	\$40.00	\$40.00	adm	Notary
53377	Chief Isaac Mechanical	\$346.50	\$346.50	pw	heavy equip R&m
53378	Dawson City General Store	\$144.31	\$144.31	rec	program supplies
53379	Grenon Enterprises	\$7,525.88	\$577.50	cemetary	excavation services
			\$5,583.38	pw	roads
			\$1,365.00	pw	steamer and vac for hydrants
			\$7,525.88		
53380	Ground Truth Exploration	\$787.50	\$787.50	pw	Orthoimagery of landfill
53381	Coast High Country Inn	\$323.40	\$323.40	adm	travel & accom
53382	Industrial Electric Services	\$4,410.00	\$2,205.00	pw	equip rental Jan
			\$2,205.00	pw	equip rental Dec
			\$4,410.00		
53383	Klondike Sun Newspaper	\$1,270.50	\$105.00	cable	tv guide
			\$1,165.50	adm	advertising
			\$1,270.50		
53384	Lawson Lundell	\$1,329.30	\$1,329.30	adm	legal fees
53385	Maxxam Analytics	\$158.55	\$158.55	pw	water sampling
53386	North 60 Petro	\$40,050.40	\$38,135.86	various	heating fuel
			\$1,914.54	various	vehicle fuel
			\$40,050.40		
53387	Northern Industrial Sales	\$1,272.06	\$1,272.06	pw	supplies
53388	Northlands Water & Sewer Supplies	\$7,012.95	\$7,012.95	pw	collection system r&m
53389	Suncorp Valuations	\$2,055.38	\$2,055.38	adm	professional services
53390	TNT small Engine Repair	\$206.70	\$206.70	pw	generator repairs
53391	Yukon College	\$9,084.00	\$2,520.00	pw	confined space training
			\$3,087.00	pw	Water Dist. L 1&2
			\$3,087.00	pw	Water treatment L1&2
			\$390.00	pw	First Aid
			\$9,084.00		

The City of Dawson
Cheque Run #19-03

#19-03

Cheque #	Vendor Name	Chq Amount	Distribution	Dept.	Detail
53392	VOID	void			
53393	Advance North Mechanical	\$61.40	\$61.40	pw	Vehicle R&M
53394	Alr North	\$826.29	\$487.15	pw	freight
			\$339.14	Council	travel
			\$826.29		
53395	Aon Reed Stenhouse Inc.	\$167,552.50	\$23,212.00	various	annual auto ins.
			\$3,361.00	various	boiler and mach. Ins
			\$100,694.00	various	Property Ins Package
			\$25,999.00	various	Commercial General Liability
			\$1,220.00	adm	Crime renewal
			\$12,881.00	various	Property - Reciprocal
			\$1,242.00	various	YE Auto Adjustment
			<u>-\$1,056.50</u>	adm	On File Credit 2017
			\$167,552.50		
53396	Arctic Inland resournces	\$1,278.55	\$992.72	pw	Supplies/non-cap equip
			\$189.78	pw	building r&M
			\$96.05	rec	supplies
			\$1,278.55		
53397	Association of Yukon Communities	\$85.00	\$85.00	adm	IMBL
53398	Black Press Group	\$1,823.79	\$1,823.79	PS	PS Mgr. Advertising
53399	Bonanza Market	\$305.55	\$144.53	Rec	program supplies
			\$158.02	adm	supplies
			\$302.55		
53400	Bubble Up Marketing	\$209.98	\$209.98	adm	quarterly webhosting
53401	Chief Isaac Incorporated	\$799.58	\$668.33	various	janitorial services
			\$131.25	pw	safety line monitoring
			\$799.58		
53402	Chief Isaac Mechanical	\$2,178.02	\$2,178.02	pw	heavy equipment R&M
53403	Civiclno BC	\$157.50	\$157.50	ps	PS Mgr. Advertising
53404	Cotter Enterprises	\$3,646.12	\$3,646.12	cable	Cable contracted services
53405	Dawson City General store	\$257.08	\$257.08	rec	program supplies
53406	Dawson Hardware Ltd	\$682.81	\$27.39	adm	supplies
			\$553.71	ps	supplies/gift card
			\$101.71	rec	supplies
			\$682.81		
53407	Dawn Dyce	\$80.00	\$80.00	rec	cancelled program
53408	Ed Repair Services	\$19,740.00	\$19,740.00	pw	waste collection
53409	Fort Garry Fire Trucks Ltd	\$1,401.30	\$1,401.30	ps	Vehicle R&M
53410	Grenon Enterprises Ltd	\$18,348.51	\$7,586.00	pw	water delivery
			\$10,565.63	pw	roads
			\$196.88	pw	collection r&M
			\$18,348.51		
53411	Heath Building Contracting	\$1,207.50	\$1,207.50	rec	AMFRC consulting Aug 18
53412	Humane Society Dawson	\$3,650.00	\$3,650.00	ps	4th quarter 2018 boarding agreement
53413	Industrial Electric Services	\$2,205.00	\$2,205.00	pw	equipment rental
53414	Jacobs Industries Ltd	\$585.90	\$285.90	pw	supplies
53415	Klondike Sun Newspaper	\$845.25	\$262.50	cable	advertising
			\$582.75	adm	advertising
			\$845.25		
53416	Klondike Motors	\$1,139.90	\$1,139.90	rec	Vehicle R&M
53417	Locksmith Services LTD	\$109.73	\$109.73	rec	building r&M
53418	MacDougall, Megan	\$730.56	\$189.84	rec	reimburse program supplies
			\$540.72	rec	travel
			\$730.56		
53419	void	void			
53420	Mackenzie Petroleum Ltd	\$710.00	\$710.00	rec	propane
53421	ManitoulinTransport	\$733.97	\$180.84	adm	freight
			\$553.13	pw	collection R&M
			\$733.97		

The City of Dawson
Cheque Run #19-03

#19-03

Cheque #	Vendor Name	Chq Amount	Distribution	Dept.	Detail
53422	Jamie Mann	\$100.00	\$100.00	adm	prof. services
53423	Mayes Enterprises	\$283.77	\$283.77	pw	building r&M
53424	Metro Chrysler Ltd.	\$86.89	\$86.89	pw	Vehicle R&M
53425	Mlc Mac Motors (Yukon) Ltd	\$2,034.08	\$2,034.08	pw	Vehicle R&M
53426	Northern Industrial Sales	\$2,645.86	\$1,786.87	pw	Supplies/non-cap equip/safety supplies
			\$858.99	rec	supplies
			\$2,645.86		
53427	Northern Superior Mechanical	\$425.99	\$425.99	pw	heavy equipment R&M
53428	Northwestel Inc	\$14,628.10	\$14,628.10	various	Nov/Dec/Jan Phone & Internet
53429	Northern Superior Mechanical	\$3,611.23	\$3,273.55	pw	heavy equipment R&M/non-cap equip
			\$337.68	rec	Vehicle R&M
			\$3,611.23		
53430	Pitney Bowes	\$1,100.08	\$1,100.08	adm	postage meter rental/postage
53431	The Ravens Nook	\$651.00	\$651.00	pw	safety supplies
53432	A Ray of Sunshine	\$225.86	\$225.86	rec	program supplies
53433	Richard, Marc	\$285.49	\$285.49	pw	travel/reimburse safety clothing
53434	SOS safety Magazine	\$3,557.40	\$3,557.40	ps	advertising
53435	Total North Communications Ltd.	\$582.75	\$582.75	adm	monthly network support
53436	Trinus Technologies Inc.	\$1,774.03	\$1,774.03	adm	monthly server support/extra troubleshooting
53437	Whitehorse Star	\$2,290.55	\$2,290.55	ps	PS Mgr. Advertising
53438	Vold	Vold			
53439	Coast High Country Inn	\$312.90	\$312.90	pw	travel/accom
53440	Northern Industrial Sales	\$361.91	\$338.63	rec	supplies
53441	Yukon College	\$195.00	\$195.00	rec	first aid
53442	Bonanza Market	\$24.99	\$24.99	adm	supplies
53443	Chilkoot Geological Engineers	\$14,837.03	\$14,837.03	rec	geodetic survey
53444	Dawson Trading Post	\$5.25	\$5.25	rec	supplies
53445	Eecol Electric Corp	\$180.81	\$180.81	rec	building r&M
53446	GHC Contracting	\$2,665.00	\$2,665.00	rec	remainder of zamboni room door install
53447	Obrian Kydd	\$460.00	\$460.00	rec	rec grant - cricket
53448	Mackenzie Petroleum Ltd	\$200.00	\$200.00	pw	propane
53449	Northwestel Inc	\$5,146.05	\$5,146.05	various	Oct. Internet and phone
53450	Staples #251 Whitehorse	\$1,169.07	\$1,169.07	adm	office supplies
53451	Trinus technologies Inc.	\$152.25	\$152.25	adm/pw	additional IT support
53452	Waterstone Products	\$1,480.13	\$1,480.13	rec	supplies

Report to Council



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

☐ In Camera

AGENDA ITEM:	Recreation Centre Pre-design planning	
PREPARED BY:	Marta Selassie, Recreation Manager	ATTACHMENTS: ▪
DATE:	March 7, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:	▪ Procurement Policy #14-02	

RECOMMENDATION

That council waive the procurement methodology that require quotations for transactions greater than \$20,000 and direct award the Pre-Planning for a new recreation centre to Stantec Architecture Ltd. for \$31,472.12 (plus GST) as per the submitted quote.

ISSUE / PURPOSE

To begin the initial planning of a new recreation centre in Dawson City.

BACKGROUND SUMMARY

A Stantec Proposal for phase 1 planning of a new recreation centre was reviewed by council during an in-camera session on February 11, 2019. Administration was asked to have the proponent revise the quote and remove site analysis from the deliverables for this pre-planning stage.

ANALYSIS / DISCUSSION

The City of Dawson Procurement Policy requires quotations for the purchase of consulting services between and including \$10,000 to \$30,000. Quotations for transactions up to \$20,000 may be waived by the authority of the CAO. Where budgeted capital expenditures \$15,001 and above must be approved by Council.

Administration received a revised quote from Stantec Architecture Ltd. to facilitate the phase 1 pre-design planning. For the purpose of moving forward administration would like to hire Stantec Architecture Ltd. to complete phase 1 pre-planning.

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		

Report to Council



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

☐ In Camera

SUBJECT:	Lot 11, Block L, Ladue Estate: One-Way Alley Request	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: 1. Letter of Request
DATE:	February 21, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Sale of Municipal Lands Policy Traffic By-Law		

RECOMMENDATION

That Council declines the request to designate the alley for south-bound one-way traffic only.

ISSUE

Administration received a written request from the owner of Lot 11, Block L, Ladue Estate to close the alley to north-bound traffic and create a one-way traffic flow in a south-bound direction. The proposal is depicted in Figure 1, with the proposed direction of travel indicated with an arrow.



Figure 1. Location of Proposed One-Way Alley

BACKGROUND SUMMARY

The individual requesting this change is the owner of Lot 11, Block L, Ladue Estate, and this is their primary residence. The alley is currently in use by patrons of Mme. Trembay's, the Royal Canadian Legion, and the Canada Post Dawson Office.

Previously, the applicant requested to close the alley and purchase the land. This request was refused in August 2018 for a variety of reasons, including compliance with legally non-conforming regulations in the Municipal Act and failure to deem the land surplus as per the Sale of Municipal Lands Policy.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

The request to close the alley was previously denied for the following reasons:

Municipal Act

The land in question is currently zoned DC – Downtown Core 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 may be construed as expansion of a legally non-conforming use. The expansion of a legally non-conforming use is not permitted, as per s. 303(1): *“the lawful use of a portion of the land or a part of a building or other structure existing at the time of the approval of an official community plan or zoning bylaw that does not conform to the official community plan or zoning bylaw may be extended throughout the rest of the building, other structure or land, but no structural alterations or construction of other buildings or other structures, except those required by statute or bylaw, shall be made while the non-conforming use is continued”*.

Policy #14-04: Sale of Municipal Lands Policy

Section 9. of the Sale of Municipal Lands Policy reads as follows:

“Where City Council has passed a bylaw for the purpose of permanently closing a municipal roadway, the Chief Administrative Officer may dispose of the land in accordance with the following:

- a) All departments must be consulted regarding the possible disposition to ensure that there is no significant municipal interest in the land; and*
- b) The land shall be investigated to determine whether any other agency holds legal interest in the land (ie easement).*
- c) Where the land is both deemed to be surplus to City operations and free of legal encumbrances, the land may be made available only to property owners immediately adjacent to the land.”*

Therefore, in order to sell this portion of the alley, all departments must be consulted to ensure that there is no municipal interest in the land. When circulating this application, it became clear that there is consensus among departments that this alley should not be deemed surplus at this time, and should remain open, as follows:

1. Fire Chief: Interested in seeing this alley remain open for access during a fire.
2. By-Law: Feels that this alley is critical for safe access to the parcel pickup and dropoff at Canada Post, which is located in the alley directly adjacent to this proposed closure.
3. Public Works: The alley should remain as is, as it is integral to traffic flow in the Downtown Core.

Based on the noted responses above, the land was not able to be deemed surplus as per the Sale of Municipal Lands Policy s. 9 a) and c), and was not recommended for sale and closure.

The applicant followed up requesting additional information regarding the internal assessments of the request, and the following information was prepared as additional supporting information for this file.

With regards to essential traffic flow, administration is concerned about traffic in this area as a whole. The area bounded by King, Queen, Front St, and Third Ave is the most central area of the Core Commercial zone, and is by nature one of the busiest areas in town when it comes to both pedestrian and vehicular traffic. This alley is an integral part of the traffic flow in that area and is used by most members of the community. In addition to restricting the flow of traffic to the back door of the post office, closing this alley would drastically change the flow of traffic to Third Ave. Multiple point turns within the post office parking lot would slow the flow of traffic and increase the likelihood of vehicle/pedestrian accidents in this high traffic area.

Another potential solution that was raised by the applicant was the idea of a gate to block the alley, keeping it open for essential services. Administration is of the perspective that this does not solve the above-mentioned traffic issues. Beyond that, the most fundamental of 'essential services' is emergency services (i.e. ambulance and fire truck). Emergency vehicles are greatly hindered by gates as it restricts their ability to travel safely and efficiently to those who require aid.

The final potential solution identified by the applicant was to turn the alley one-way into a one-way designation. Administration considered this moderately more acceptable than closing the alley but based on the above analysis would still recommend the alley remained open. Administration recommended to the applicant that a one-way alley travelling north only to exit the Post Office would be a potentially workable solution subject to further discussion with Council, and this was stated in an email to the applicant in December 2018. However, the applicant is requesting the opposite (i.e. a one-way alley travelling *south* into the Post Office). This is the opposite of the typical traffic flow in this area and may cause further congestion and potentially even public opposition.

Additionally, the Heritage Advisory Committee reviewed this application on February 27, 2019, and provided feedback. The Committee agrees with administration's analysis and recommendation to allow the alley to remain as is. They provided additional comments about streetscape, indicating that in the commercial core, historically alleys would have been well-traversed in both directions, and the Committee is interested in maintaining this feature. Finally, a brief conversation was had about the precedent being set by selling land (specifically a road right-of-way) to accommodate a legally non-conforming use; HAC expressed concern about the message that this would send, given how many of these situations exist all over the historic townsite.

Traffic Bylaw

S. 3.01 of the Traffic Bylaw establishes a Road Protection and Safety Committee consisting of the Mayor, CAO, and Public Works Superintendent. Additionally, s. 5.04 states that "the Road Protection and Safety Committee is hereby authorized to place such traffic control devices and signals, including but not restricted to speed limit signs and warnings of changes in speed limits as may be necessary to inform the traveling public of the vehicle speed limits and recommended traveling speeds". One such traffic control device could be a one-way travel sign.

Therefore, under the Traffic Bylaw, changes to traffic flow would typically be under the control of the Road Protection and Safety Committee. However, this would be the first example of a one-way street within the municipal boundary, and administration feels that changing the traffic flow in this way is an impactful enough decision the warrant Council input.

Conclusions

Based on the above analysis of the application within the context of the Municipal Act, Sale of Municipal Lands Policy, and Traffic Bylaw, along with input from HAC, administration is not prepared to recommend approval of a one-way alley at this time.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:

DATE:		
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Marjorie Logue
356 King St. (Box 1033)
Dawson City, YT
Y0B 1G0
867-993-3081

January 24, 2019

RE: Request to designate the alley between Third and Fourth Avenue onto King Street a one way, heading South.

Dear Council Members,

On June 3, 2018 I approached the Council with a second request to purchase the alley directly adjacent my house at 356 King Street. This request was denied again, in writing, by Council Members. Information regarding the reasons for denial were not provided to me as it was determined that the decision was made during an in camera meeting time. As such, I requested a meeting with Dawson City CAO and CEO. At this meeting I again voiced my concerns regarding the dangers of continuing to use the alley as an integral part of traffic flow. Our city traffic bylaws clearly state that it is essential that our road systems be such that the roads are safe for all our community members. Using an alley, instead of roads, as a main artery may alleviate traffic congestion behind the Post Office in the this core district area but it also presents dangerous traffic situations and real on going potential for destruction of private property.

As noted in an email sent to me by Clarrisa Hauffman, after consultation with city roads and maintenance Director Mark Daufini, *"With regards to essential traffic flow, I was able to confirm that we are concerned about traffic in this area as a whole. The area bounded by King, Queen, Front St, and Third Ave is the most central area of the Core Commercial zone, and is by nature one of the busiest areas in town when it comes to both pedestrian and vehicular traffic. This alley is an integral part of the traffic flow in that area and is used by most members of the community."*

Although traffic through this alley has always been an issue since the South bound alley to Queen Street was closed, there has been a noted increase in traffic and the speed at which vehicles pass through the alley in the past two years. In addition to the direct hits, from North bound traffic, on both my house and Parks Canada property, there have been numerous near misses and I have witnessed "near hits" of pedestrians. The Post Master Daniel Vigliotti (you can contact him if you would like to discuss this with him) and I both agreed, in conversations regarding the dangers of using this alley as a traffic artery, that driving through the alley to exit onto King St. is a serious traffic issue, as there is very little visibility while exiting onto King Street and the alley is very narrow. King St. between Third and Fourth, is extremely busy with parked vehicles both in summer and winter and, because my house is close to the sidewalk, visibility is restricted for on coming and exiting traffic.

Vehicles must pull out past the side walk before coming to a stop and pedestrians coming from the East cannot see vehicles approaching until they are past my house. In addition, on coming traffic, wanting to turn into the alley, must stop in the middle of the street and wait for exiting vehicles as the alley is only wide enough for one way traffic.

Clarrisa made it clear in her email that my request to purchase and close the alley is not something that the City of Dawson is willing to consider at this time but the possibility of designating the alley a one way passage only, might be. I am writing to you now with a request to do just that. Please consider, and agree to, designating the traffic flow in the alley to one way passage only with access from King street going South. This would reduce the likelihood of a pedestrian and/or vehicular accident while exiting onto King St. and would help to alleviate congestion of two way traffic behind the Post Office. It would also reduce the likely hood of both mine and Parks Canada property being damaged by North bound traffic.

I appreciate your consideration in this matter and look forward to your response to my request. If you have any questions please do not hesitate to contact me.

Sincerely and respectfully,

Marjorie Logue

Report to Council



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

☐ In Camera

SUBJECT:	Alley Behind Lots 3-9, Block LC, Ladue Estate: Request to Purchase	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS:
DATE:	February 25, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Maintenance of Alleys Policy Sale of Municipal Lands Policy Bylaw 93-25	

RECOMMENDATION

It is respectfully recommended that Council:

1. Direct administration to contact the owners of Lots 14-18, 22-1, and 22-2, as well as the the remaining owners of Block LC to determine if they are interested in purchasing portions of the alley to avoid creating undevelopable part lots where possible and to conclude this alley closure.

ISSUE

The owners of Lots 3-9, Block LC, Ladue Estate submitted a formal request via two letters to the City of Dawson to purchase the alley adjacent to the property currently under their ownership. These letters are being considered one application for efficiency.

BACKGROUND SUMMARY

In September 1993, Bylaw 93-25 was passed to legally close the alley bounded by Lots 1-20, Block LC, Ladue Estate. S. 201 states that the alley is closed “as requested by the registered owners in Block LC, attached herewith as Appendix “A””.

ANALYSIS / DISCUSSION

Bylaw 93-25

Bylaw 93-25 provided the authorization to legally close the alley bounded by Lots 1-20, Block LC, Ladue Estate. Appendix A of Bylaw 93-25 includes the signatures of 18 out of 20 of the property owners at the time of request, indicating support of this proposal (required under Maintenance of Alleys Policy). The letter attached as Appendix A also states that the owners were requesting that in addition to the laneway being closed, “th[e] ten foot stud of land be divided in two with five feet being added to each lot depth”.

Despite the alley being legally closed based on this request, no further action was taken, and 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 25 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, the applicant is now requesting to purchase the entire adjacent right-of-way, while Bylaw 93-25 indicated

approval from Council to split the alley between the two adjacent property owners. Based on this, administration recommends reaching out to these owners to determine if they are interested in purchasing this land, prior to commencing sale to the applicant.

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”. This was requested and approved by Council in 1993, with Bylaw 93-25. However, as noted above, the alley was not sold and resurveyed as planned. It is also worth noting that this request leaves several portions of the alley unsold and in the City’s ownership, as seen in Figure 1, where the blue portions of the alley are being considered for purchase under this request, and the orange portions would remain City of Dawson property. Therefore, administration recommends that the remaining owners be contacted to determine interest in purchasing the orange portions in order to consolidate these undevelopable portions with the adjacent lots.



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 January 2019, and no comments were received. Therefore, the land is eligible to be deemed surplus. 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, should this sale proceed, Lots 3 and 4 would need to be consolidated as a condition of sale, as would Lots 5 and 6. This would be required to resolve the outstanding discrepancy of having a house built straddling a property line, which does not meet the minimum setback requirements. These types of scenarios are resolved during a request from the property owner to change or develop their lot; they are considered legally non-conforming until such time as the property owner wishes to alter, add to, or otherwise change their property or structure.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		

Report to Council



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

☐ In Camera

SUBJECT:	Downtown Revitalization Implementation Tools	
PREPARED BY:	Clarissa Huffman, CDO	ATTACHMENTS: n/a
DATE:	March 3, 2019	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

ISSUE

Council requested additional information on some examples on what types of tools are being employed elsewhere regarding downtown revitalization and development, specifically relating to the discussion around the minimum property tax charge.

BACKGROUND SUMMARY

The tools included in this summary are brief examples of what types of tools could be employed based on successes in other Canadian municipalities. A revised strategy is already underway for the City of Dawson through the Development Incentives Policy and Development Cost Charge Program Design. Some or all of these tools may be considered moving forward based on their applicability to a Dawson context. Council may wish to advise administration if any of these tools stand out as good options for consideration.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

The following tools have been implemented in other jurisdictions to incentivize development or redevelopment in underutilized downtown areas, and could be applicable in a Dawson context.

Disincentives	Example
Vacant Land Tax / Minimum Tax Rate	City of Dawson
Vacant Home Tax	City of Vancouver: additional taxes for residences deemed empty, money earmarked for affordable housing initiatives
Speculation Tax	Province of BC: additional taxes on those whose primary residence and income earnings are in a different province

Incentives	Example
Development Incentives	City of Dawson Development Incentive Policy: incentivizes secondary suites, multi-residential, and mixed-use developments through tax rebates & reduced LCC
	City of Prince George: tax exemptions and lower development cost charges for eligible commercial and multi family developments
	City of Whitehorse Development Incentive Policy: Same as Dawson's
Increased Density Incentives	City of Yellowknife: tax abatement/grant to eligible projects that constitute 'residential intensification'
	City of Edmonton: grants to property owners who invest in new development or redevelopment of higher density commercial and/or residential spaces for revitalization of main downtown areas
Parking Incentives	City of Prince George: waived parking requirements for eligible developments in Downtown Core
	City of Yellowknife: incentives for innovative design options for incorporating required amount of parking into a development
Heritage Incentives	City of Prince George: Façade improvement grant program
	City of Yellowknife: grants to historic structure restoration in designated areas

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE:
DATE:		

PROCLAMATION

Thaw di Gras Spring Carnival

March 15–17, 2019



Whereas

Thaw di Gras Spring Carnival is the Yukon's number-one celebration of spring and Dawson's chance to mark the return of warmer weather with friends and family; and

Whereas

There is no better place than Dawson to mark the end of winter and guests joining us from around the territory are encouraged to consider themselves Klondikers this weekend; now

Therefore

I, Molly Shore, as Deputy Mayor of the City of Dawson, Yukon Territory, do hereby proclaim **March 15–17, 2019**, to be:

"THAW DI GRAS"

in the City of Dawson, Yukon Territory, and commit this observance to the people of Dawson City.

Deputy Mayor Molly Shore

Dated this 11th day of March, 2019.

PROCLAMATION

UNESCO World Poetry Day March 21st &
April 2019 National Poetry Month



Whereas National Poetry Month and the United Nations Education Scientific and Cultural Organization (UNESCO) World Poetry Day celebrates poetry's contribution to the quality of life in our communities and its ability to promote understanding, interpersonal communication, and literacy; and

Whereas Poetry is the cornerstone of oral tradition and amongst the oldest forms of literature; and

Whereas Poetry connects cultures, disparate corners of the world, and the ages by articulating humanity's common values and creative spirit; and

Whereas Dawsonites are encouraged to enhance their lives through the enjoyment and practice of all forms of art; now

Therefore I, Molly Shore, as Deputy Mayor of the City of Dawson, Yukon Territory, do hereby proclaim

March 21, 2019, to be "UNESCO World Poetry Day"

& April 2019 to be "National Poetry Month"

in the City of Dawson, Yukon Territory, and commit this observance to the people of Dawson City.

Deputy Mayor Molly Shore

Dated this 11th day of March, 2019.

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

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



49

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

OCCURRENCES	<u>January/2019</u>	<u>Year to Date 2019</u>	<u>January/2018</u>	<u>Year Total 2019</u>
Assaults (including common assault, assault with a weapon, assault causing bodily harm etc.)	1	1	2	33
Sexualized Assaults	0	0	0	5
Murder (2 nd Degree)	0	0	0	1
Break and Enters	0	0	0	16
Thefts (all categories)	1	1	0	43
Drugs (all categories)	0	0	0	18
Liquor Act	4	4	1	56
Cause Disturbance	0	0	1	51
Mischief	2	2	10	119
Impaired Driving	0	0	0	49
Vehicle Collisions	8	8	4	73
False Alarms	0	0	0	19
Mental Health Act	2	2	1	25
Assistance to General Public	3	3	1	43
Missing Persons/Requests to Locate/Well Being Checks	11	11	4	57
Other Complaints	17	17	22	499
Total Charges laid	0	0	3	103
Total Call for Service	49	49	46	1107

	January/ 2019	Year to Date 2019	January/2018	Year Total 2018
Prisoners held locally	4	4	2	83
Prisoners remanded	0	0	1	3
Total Prisoners	4	4	3	83

Justice Reports	January/2019	Year to Date 2019	January/2018	Year Total 2018
Victim Services Referrals Offered	1	1	0	44
Youth Diversions	0	0	n/a	n/a
Adult Diversions	0	0	n/a	n/a

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

Community approved priorities are:

- (1) Substance Abuse
- (2) Traffic Enforcement
- (3) Youth Initiatives
- (4) Attendance at THFN and Community Events

(1) Substance Abuse

Although enforcement actions in the area of substance abuse remains low for the Dawson City area for various reasons, Detachment members continue to be proactive in trying to mitigate harm caused. Members continue to step up patrols of the downtown area, particularly at night and during cold weather, in order to ensure that persons suffering from the effects of substance abuse make it to a safe location. On numerous occasions subjects have been given a drive to a warm location where there is a responsible party able to assist should the subject fall into distress. On a few occasions persons were taken to the RCMP detachment for their own safety. This is always done as a last resort with attempts to find a more suitable, safe environment made first.

(2) Traffic Enforcement

Dawson City Detachment members have dedicated a lot of time this month to patrolling the area of Robert Service School; particularly during the beginning and end of the school day. Complaints had been received of parents parking in the crosswalk while picking up students; as well as vehicles passing the school buses parked on Queen Street picking up children while their red lights are flashing. It seems that the presence of a police vehicle in the area acts as a deterrent to these driving behaviors, although RCMP members are prepared to write violation tickets should they notice infractions that present a danger to school children or other members of the public.

One observation when looking at our statistics for motor vehicle crashes/collisions is that there has been a bit of an increase for the month of January 2019 as compared to January and December of 2018. It is difficult to say if this is due to weather/road conditions or some other factor (e.g. speed, cellphone use). Members of the detachment are going to step up traffic enforcement on the Klondike Highway in order to try and impress upon the motoring public the importance of modifying their driving habits to suit the driving conditions.

(3) Youth Initiatives

Over the past month there have been numerous opportunities for Dawson City detachment members to positively engage in youth. Members have continued to attend open gym nights at RSS which has been a lot of fun for our detachment. Andrew Perry continues to coach hockey while Josh Tower has started coaching basketball this year at RSS. The school is trying to start two teams this year; grade 9-10 boys and grade 8-10 girls. This keeps Josh busy with practices being held three times a week after school.

(4) Attendance at THFN and Community Events

Dawson City RCMP members continue to drop in on a regular basis to the THFN office and TH Support Centre. Bannock Thursday is a big hit with our members as they enjoy chatting and interacting with all those who attend while getting an afternoon cup of tea and a snack. Josh Tower attended the Traditional Craft Workshop which took place this month for youth and elders. Members also attended the Victor Henry Cup both as players and as spectators. With many community events scheduled over the coming months, members will remain engaged with THFN members and the community at large. This is not an exercise that detachment members feel they must perform. Rather, all detachment members feel welcomed at these events and look forward to attending as members of the community themselves.

Fun Fact

Taken from Dawson City Mounted Police Arrests and Complaints Log for January 22nd, 1899:

Warned James Nausau to appear at Court at 10 am 23rd for violating the Health Ordinance by dumping filth on wrong side of River.

Constable Borrow

Tried by Superintendent Perry at 2pm fined \$2.00 & costs or 4 days H.L. (Hard Labour)

Regards,



Sgt. Rob MORIN
N. C. O. In Charge
Dawson City RCMP-GRC
Box 159
Dawson City, Yukon
Y0B 1G0

On Fri, Mar 1, 2019 at 10:22 AM Ron Taylor <ron@tayloredaccessibility.com> wrote:
Good morning,

Allow me to briefly introduce myself. My name is Ron Taylor, and I am the owner & principal accessibility strategist of Taylored Accessibility based in Calgary, and a Rick Hansen Foundation Accessibility Certification professional.

You can learn more about Taylored Accessibility here:

<https://tayloredaccessibility.com/>

I am currently in discussions with the Writers' Trust of Canada to conduct an assessment of Berton House, to determine the steps necessary in making the property accessible to writers with disabilities. This assessment is tentatively scheduled to occur in late June. They have also suggested that part of my mandate, in the assessment process, will be to determine the level of accessibility of the key services and businesses in the community (food markets, medical, transportation, wheelchair friendly establishments, etc.). The assessment of the community, at this time, is to provide potential writers in residence with a realistic description of what they can expect while in Dawson City so that they can determine for themselves if the environment is suitable for their level of needs.

As I would be in Dawson for this assessment, I would like to extend an opportunity for the municipality to address any accessibility concerns in municipally owned buildings, streetscapes, and public gathering places. Enhancements to accessibility would provide an opportunity to increase tourism dollars from groups of seniors and people with disabilities, who could more comfortably make Dawson City their destination.

For your buildings which you feel already offer excellent access, we offer Rick Hansen Foundation Accessibility Certification (RHFAC). This is a LEED-style certification program, hosted by the Canadian Standards Association, that rates the level of accessibility and, upon your approval, posts your rating on the national registry. Many seniors and people with disabilities use the registry to identify businesses and institutions that accommodate them.

You can learn more about RHFAC here:

<https://www.rickhansen.com/become-accessible/rating-certification>

I will also be extending similar offers of assistance through the local Chamber of Commerce to privately owned businesses who wish to be more inclusive and accommodating.

I look forward to discussing these opportunities with you in greater detail at your earliest convenience.

Sincerely,

Ron Taylor - RHFAC Professional
Owner & Principal Strategist
403-703-1639



"What Barriers Can We Eliminate for You?"

MINUTES OF COMMITTEE OF WHOLE MEETING CW19-06 of the council of the City of Dawson called for 7:00 PM on Monday, February 18, 2019 in the City of Dawson Council Chambers.

PRESENT:	Deputy Mayor Councillor Councillor Councillor	Molly Shore Natasha Ayoub Stephen Johnson Bill Kendrick
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ABSENT:	Mayor	Wayne Potoroka
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ALSO PRESENT:	CAO EA Recreation Manager CDO	Cory Bellmore Heather Favron Marta Selassie Clarissa Huffman
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Agenda Item: Call to Order

The Chair, Molly Shore called the meeting to order at 7:00 p.m.

Agenda Item: Agenda

CW19-06-01 Moved by Councillor Johnson, seconded by Deputy Mayor Shore that the agenda for committee of the whole meeting #CW19-06 be accepted as presented. Carried 3-0

Agenda Item: Adoption of the Minutes

a) Committee of Whole Meeting Minutes CW19-03 of February 4, 2019

CW19-06-02 Moved by Councillor Johnson, seconded by Deputy Mayor Shore that the minutes of committee of the whole meeting #CW19-03 of February 4, 2019 be accepted as presented. Carried 3-0

b) Special Committee of Whole Meeting Minutes CW19-04 of February 6, 2019

CW19-06-03 Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that the minutes of special committee of the whole meeting #CW19-04 of February 6, 2019 be accepted as presented. Carried 3-0

c) Special Committee of Whole Meeting Minutes CW19-05 of February 8, 2019

CW19-06-04 Moved by Deputy Mayor Shore, seconded by Councillor Johnson that the minutes of special committee of the whole meeting #CW19-05 of February 8, 2019 be accepted as presented. Carried 3-0

Agenda Item: Special Meeting, Committee and Departmental Reports

a) Budget Presentations
i. Capital Budget

The CAO provided an overview of the draft three-year Capital Expenditure Program.

CW19-06-05 Moved by Deputy Mayor Shore, seconded by Councillor Johnson that committee of the whole acknowledges receipt of Budget presentations for the three-year capital plan 2019 to 2021. Carried 3-0

- b) Association of Yukon Communities Annual General Meeting
Re: Yukon Sustainable Community Award, Hanseatic Award, Municipal Employee Award of Excellence; and Call for Resolutions

Committee inquired if a request could be made to AYC to provide an updated resolution tracking list.

CW19-06-06 Moved by Deputy Mayor Shore, seconded by Councillor Johnson that committee of the whole acknowledges receipt of information from AYC Annual Conference and AGM RE: Hanseatic Award, and Award nominations, and refers this item to the agenda of March 4th committee of whole meeting. Carried 3-0

- c) Request for Direction RE: Gas Tax Funding for the Canadian Bank of Commerce NHS 2019 Stabilization work

The Project Manager to confirm asbestos fibre does not pose safety hazard.

The CAO to provide the committee with biannual amounts added to the city's available gas tax funds.

CW19-06-07 Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that committee of the whole forwards the Request for Decision RE: Canadian Bank of Commerce NHS: 2019 Stabilization Gas Tax Application to council with a recommendation to approve. Carried 3-0

Agenda Item: In camera Session

CW19-06-08 Moved by Councillor Johnson, seconded by Councillor Kendrick 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 3-0

Councillor Ayoub joined council at 7:58 p.m.

CW19-06-09 Moved by Deputy Mayor Shore, seconded by Councillor Kendrick that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 4-0

CW19-06-10 Moved by Councillor Kendrick, seconded by Councillor Johnson that committee of the whole forwards to the Request for Decision RE: Canadian Bank of Commerce NHS Five Year Plan, as amended, to council with a recommendation to approve. Carried 4-0

Agenda Item: Adjournment

CW19-06-11 Moved by Councillor Kendrick, seconded by Deputy Mayor Shore that committee of the whole meeting CW19-06 be adjourned at 9:41 p.m. with the next regular meeting of Committee of the whole being Monday, March 4, 2019. Carried 4-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW19-06 WERE APPROVED BY
COMMITTEE OF WHOLE RESOLUTION #CW19-07-02 AT COMMITTEE OF WHOLE MEETING
CW19-07 OF MARCH 4, 2019.**

Original signed by:
Molly Shore, Chair

Cory Bellmore, CAO

Committee Minutes

WEDNESDAY, 2nd of January 2019
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 19-01

Facilitators: Sylvia Soulliere

Attendees: Angharad Wenz, Jim Williams (chair), Eve Dewald, Patrik Pikálek

Regrets: Dylan Meyerhoffer

Phone In: Barbara Hogan

Meeting Called to order at 19:04

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-01-01

Second: Angharad Wenz

THAT the Agenda for Heritage Advisory Committee Meeting HAC 19-01 has been adopted as presented.

Discussion: none

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #19-01-02

Second: Angharad Wenz

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

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Revert to HAC

Presenter: Jim Williams

Resolution: #19-01-03

Second: Angharad Wenz

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

Discussion: none.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Adoption of Minutes

Presenter:

Resolution: #19-01-04

Second:

THAT the minutes for HAC meeting 18-19 are accepted as presented.

Discussion: none

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Applications: #18-143

Presenter:

Resolution: #19-01-05

Second:

Discussion:

- Karen Dubois' Heritage residence located in the Downtown Character Area had maintenance done on the porch and staircase in which she submitted a Development Permit Application after construction was completed. In a letter attached to the completed application, she assured the porch and stairs would be painted white in the Spring to coordinate with the rest of the residence.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Unfinished Business

Presenter: n/a

Resolution: #19-01-06

RE: Policies, Legislation and Criteria: S. 1 & 2 of the Heritage Management Plan

Discussion:

- Angharad Wenz addressed the lack of clarity on what the Heritage Management Plan prioritizes; the preservation of historical fabric or the conservation of historical streetscapes by developing new infill projects which are historically sympathetic.
- Jim Williams stressed the need for clarity on legal jurisdiction regarding the demolition of heritage buildings; while the Fire Marshall has the ultimate say due to building safety. Ideas were discussed about the City having a designated plot of land to bring historic buildings that are up for demolition. For example, the Flora Dora Hotel being demolished has been discussed before – as an important heritage building, it is important to salvage that fabric.
- Regarding historically sympathetic infill, the Committee agreed they want to preserve the Downtown Core Character Area for Commercial business uses and reserve the Downtown

Transitional Area for Multi-Unit dwellings. The desire for a licensed architect familiar with historic townsites on contract during the summer season was expressed by the Committee. The importance of bringing replications to the Downtown Character Area was stressed, however within residential areas the requirements remain as historically sympathetic designs.

- Higher incentivization of the replication of historic buildings would be a good way to encourage the maintenance of sympathetic streetscapes. Higher incentivization for the development of corner lots would aid in structuring intersections & reestablishment of streetscapes i.e Lots owned by Chief Isaac across from the Hardware Store.
- The permitted uses in land designations/zones and the recommendation of infill guidelines should be compared to see if there are any major discrepancies. The Standards and Guidelines for the Conservation of Historic Places in Canada should also be reviewed when compiling the Heritage Advisory Committees standards and requirements for development and new infill.
- The promotion of these standards and requirements needs to be taught to future contractors and architects.
- Restoration of landscaping to define vacant parking lots would aid in the overall streetscape design. Sylvia Soulliere informed the Committee that the Downtown Revitalization Plan Implementation is currently being assessed and discussions on it's status will be taking place amongst departments shortly.

TABLED

Agenda Item: Adjournment

Resolution: #19-01-07

Presenter:

Second:

That Heritage Advisory Committee meeting HAC 19-01 be adjourned at 20:39 hours on the 2nd of January 2019.

Discussion: None.

Minutes accepted at HAC 19-02 on January 16, 2019.

Committee Minutes

WEDNESDAY, 16th of January 2019
19:00
Council Chamber

Meeting Type: Regular

Meeting: # HAC 19-02

Facilitators: Sylvia Soulliere

Attendees: Dylan Meyerhoffer, Jim Williams (chair), Eve Dewald, Patrik Pikálek

Regrets: Angharad Wenz

Meeting Called to order at 19:08

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-02-01

Second: Patrik Pikálek

THAT the Agenda for Heritage Advisory Committee Meeting HAC 19-02 has been adopted as presented.

Discussion: none

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: none.

Agenda Item: Committee of the Whole

Presenter: Jim Williams

Resolution: #19-02-02

Second: Patrik Pikálek

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

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Delegations

Resolution: #19-02-03

Delegate: Greg Hakonson on Behalf of the Klondike Development Organization

Discussion:

- For context: Development Permit 18-112 amended the window schedule as the manufacturer could not produce the two front windows due to Health and Safety issues. Due to the pressure of the manufacturer, a time-sensitive design was submitted to Community Development Officer Clarissa Huffman. Without presenting in front of HAC, administrative staff felt comfortable approving presented designs with the addition of 1 or 2 vertical muttons to the design as wide windows were not commonly used on a residential building.
 - Greg Hakonson appealed to the Committee as he disagreed with decisions made by administrative staff. He provided historical photos showing 5, 6, 7 transom lights over a large picture window on many commercial buildings throughout the Gold Rush Era.
 - The Committee agreed that considering the building is in the Downtown Core and the building is to be portrayed as a “boarding house” with potential future commercial use on the main floor, it would be appropriate to have a large picture window. The preservation of sympathetic streetscapes is becoming a priority as HAC has voiced concern over the loss of historically accurate streetscapes. The Committee also acknowledged that a large number of windows in Dawson are broken up with mutton bars as tall windows are more historically accurate. This design, with or without the muttons, would be compliant with HAC’s standards.
 - Greg Hakonson began discussing the legitimacy of the Design Guidelines and the Three Photo Practice the Committee has been using for years as a tool to give leniency on the Design Guidelines. He argued that this was forcing HAC to make arbitrary decisions and that all a developer needs as evidence should be one photo. He also argued that the group of Parks Canada employees who compiled the Design Guidelines missed critical designs, such as wide pane windows used in the Commercial industry.
 - HAC assured Greg that the City and the Committee are actively working towards reviewing our guidelines, plans and policies to clarify parameters developers must abide by.
 - Dylan Meyerhoffer acknowledged that at his Parks Canada office there are many historical photos of the Downtown Core which show large pane windows with 5-7 transoms on commercial buildings.
 - Sylvia Soulliere reiterated to Greg that CDO Clarissa Huffman has been working towards getting funding to reopen these plans and assess their relevancy and fairness; when that process begins, there will be a public consultation held.
 - Patrik Pikálek argued that the Three Photo Practice was there to make the decisions of the Committee less arbitrary and more heritage based while also being able to prevent the construction of atypical designs which would not compliment previously existing structures.
 - Greg proposed the following suggestions in a slideshow as follows:
 1. Abandon the Dawson Heritage Guidelines as being antiquated and move to historic photos
 2. Establish new Development Regulations that require all building and/or renovation to have at least one historic photo for reference (or photo of an existing historic reference) with these references having to address the following; Placement & massing, Windows, doors & symmetry, Roof lines, Siding, Detailing
 3. Have rudimentary percentages for a design or design elements that can be used in each area determined and written into the regs so

developers know before they start a project what their design parameters are i.e. neighborhood ABC can only have X amount of board & batten and X amount of horizontal siding

4. Have HAC evaluate and do final determination whether the proposed design and/or design element qualifies in the proposed area. For example HAC could say “Sorry, there can only be one “Castle” in Dawson and John Smith built it last year” or “Yes, your mix of board & batten with vertical tin can go ahead in that area as there are only a few examples of it there now” etc.
 5. Require all architects/designers to submit a conceptual drawing/proposal prior to any detailed design work to eliminate the “We have already invested BIG \$\$\$\$\$ in this design” issues.
- The Committee addressed their concerns with these suggestions as per follows.
 - 1. Sylvia Soulliere addressed that there is not a way to disregard the Design Guidelines until there are standards set to replace them; this will take years and a large amount of funding and should not be considered so early in the process.
 - 2. Jim Williams agreed that historical photos should be used more as a point of architectural evidence, but that the City and Committee require a form of standardization, such as the Guidelines.
 - 3. Eve Dewald questioned what the process of keeping track of the percentage of materials in a neighbourhood would look like. The logistics of this idea would require the administration to expand further to have employees doing more frequent or longer site visits to catalogue the amount of materials in a certain neighbourhood.
 - 4. The discussion surrounding this point had Castle Hagel as the example. Greg argued that because there was **one** Castle Hagel, we should allow the construction of **one** medieval-style tower in Dawson City. The Committee acknowledged that it is clear in the Heritage Management Plan and the Design Guidelines that replicas and recreations (such as the Palace Grand) are encouraged. However, there is no heritage value in allowing for anything less than a true and exact replica of, in this case, Castle Hagel.
 - 5. This is already something that the Planning Department requires from architects.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Revert to Heritage Advisory Committee
Resolution: #19-02-04

Presenter:
Second:

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

Discussion: none

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Adoption of the Minutes
Resolution: #19-02-05

Presenter:
Seconder:

Discussion:

THAT the Minutes for HAC meeting 19-01 are accepted as presented.

Votes For: 4

Votes Against: 0

Abstained:0

CARRIED

Agenda Item: Business Arising from the Minutes
Resolution: #19-02-06

Presenter: n/a

Discussion:

- The Design Guidelines and Heritage Management Plan heavily imply that the Heritage Advisory Committee need to adjudicate by streetscape and not by individual building. An example of this would be the decision made in resolution 19-02-03, where the existence of a commercial building in a commercial zone supersedes the design requirements of a multi-unit residential dwelling.

TABLED

Agenda Item: Business Arising from the Delegations
Resolution: #19-02-07

Presenter: n/a

Discussion:

- The Heritage Advisory Committee acknowledged that the redesign presented by Greg Hakonson for Development Permit #18-112 existed in many different forms during the Gold Rush era on commercial businesses. They also acknowledged that most windows in Dawson have muttons/mullions and the initial suggestion given by administrative staff had historical merit. The design, with or without muttons, is historically accurate.

TABLED

Agenda Item: Unfinished Business
Resolution: #19-02-08

Presenter: n/a

Discussion: None.

TABLED

Agenda Item: Adjournment
Resolution: #19-02-09

Presenter:
Second:

That Heritage Advisory Committee meeting HAC 19-02 be adjourned at 20:49 hours on the 16th of January 2019.

Discussion: None.

Minutes accepted at HAC 19-03 on February 27, 2019.

Board of Variance Minutes

MONDAY, 12th of March, 2018

19:00

Council Chamber

Meeting Type: Regular

Meeting: # BOV 18-01

Facilitators: Clarissa Huffman

Attendees: Jim Williams (chair), Angharad Wenz, Patrik Pikálek, Eve Dewald, Rebecca Jansen (Advisory)

Regrets: Greg Dumka

Meeting Called to order at 17:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-01-01

Second: Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 18-01 be accepted as **presented**.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: Patrik Pikalek for Application #17-123.

Agenda Item: Committee of the Whole

Presenter: n/a

Resolution: n/a

Second: n/a

No delegations.

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Delegations

n/a

Discussion: none

Agenda Item: Revert to BOV

Presenter: n/a

Resolution: n/a

Second: n/a

n/a

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Minutes
Resolution: #18-01-02

Presenter: Jim Williams
Second: Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 17-05 be accepted as **presented**.

Discussion: None

Votes For: 3

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Applications
Resolution: #18-01-03

Presenter: Jim Williams
Second: Angharad Wenz

THAT Application #17-123 be approved, because it passes the four tests from Section 307 of the Municipal Act regarding variances.

Discussion: In the opinion of the Board, the application meets the four tests of the Municipal Act Section 307.

- A) The unusual condition on site was a result of structures that were placed on the lot prior to the Zoning By-Law.
- B) Approving this variance is not considered by the board to be special privilege. The structures could be considered legally non-conforming, and the applicant wishes to resolve the issues on the record.
- C) The variance is not contrary to the intent of the OCP or the ZBL, and the board does not anticipate any negative impact to neighbouring properties.
- D) There is no change of use.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

None

Discussion: n/a

Agenda Item: Report
Resolution: n/a

n/a

None.

Discussion: n/a

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: New Business
Resolution: n/a

Presenter: n/a
Second: n/a

None.

Discussion: n/a

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Adjournment
Resolution: #18-01-04

Presenter: Angharad Wenz
Second: Patrik Pikálek

That Board of Variance meeting BOV 18-01 be adjourned at 17:17 hours on the 12th of March, 2018.

Discussion: None.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Community Development Officer

HAC Chairperson

Board of Variance Minutes

MONDAY, 18th of July, 2018

19:00

Council Chamber

Meeting Type: Regular

Meeting: # BOV 18-02

Facilitators: Clarissa Huffman, Alex Hallbom

Attendees: Jim Williams (chair), Angharad Wenz, Patrik Pikálek, Eve Dewald, Rebecca Jansen (Advisory)

Regrets: Greg Dumka

Meeting Called to order at 17:05

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-02-01

Second: Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 18-02 be accepted as **presented**.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None

Agenda Item: Committee of the Whole

Presenter: n/a

Resolution: n/a

Second: n/a

No delegations.

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Delegations

n/a

Discussion: none

Agenda Item: Revert to BOV

Presenter: n/a

Resolution: n/a

Second: n/a

n/a

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Minutes
Resolution: #18-02-02

Presenter: Jim Williams
Second: Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 18-01 be accepted as **presented**.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Applications
Resolution: #18-02-03

Presenter: Jim Williams
Second: Angharad Wenz

THAT Application #18-064 be approved, because it passes the four tests from Section 307 of the Municipal Act regarding variances.

Discussion: In the opinion of the Board, the application meets the four tests of the Municipal Act Section 307.

- A) The unusual condition on site was a result of structures that were placed on the lot prior to the Zoning By-Law.
- B) Approving this variance is not considered by the board to be special privilege. The structures could be considered legally non-conforming, and the applicant wishes to resolve the issues on the record.
- C) The variance is not contrary to the intent of the OCP or the ZBL, and the board does not anticipate any negative impact to neighbouring properties.
- D) There is no change of use.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

None

Discussion: n/a

Agenda Item: Report
Resolution: n/a

n/a

None.

Discussion: n/a

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: New Business
Resolution: n/a

Presenter: n/a
Second: n/a

None.

Discussion: n/a

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Adjournment
Resolution: #18-02-04

Presenter: Angharad Wenz
Second: Patrik Pikálek

That Board of Variance meeting BOV 18-02 be adjourned at 8:51 hours on the 18th of July, 2018.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Community Development Officer

HAC Chairperson

Board of Variance Minutes

WEDNESDAY, 26th of September, 2018

21:00

Council Chamber

Meeting Type: Regular

Meeting: # BOV 18-03

Facilitators: Sylvia Soulliere

Attendees: Jim Williams (chair), Angharad Wenz, Patrik Pikálek, Eve Dewald

Regrets: Greg Dumka

Meeting Called to order at 21:00

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-03-01

Second: Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 18-03 be accepted as **presented**.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: None

Agenda Item: Committee of the Whole

Presenter: n/a

Resolution: n/a

Second: n/a

No delegations.

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Delegations

n/a

Discussion: none

Agenda Item: Revert to BOV

Presenter: n/a

Resolution: n/a

Second: n/a

n/a

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Minutes
Resolution: #18-03-02

Presenter: Jim Williams
Second: Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 18-02 be accepted as **presented**.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Applications
Resolution: #18-04-03

Presenter: Jim Williams
Second: Angharad Wenz

THAT Application #18-116 be approved, because it passes the four tests from Section 307 of the Municipal Act regarding variances.

Discussion: In the opinion of the Board, the application meets the four tests of the Municipal Act Section 307.

- A) The unusual condition on site was a result of structures that were placed on the lot prior to the Zoning By-Law.
- B) Approving this variance is not considered by the board to be special privilege. The structures could be considered legally non-conforming, and the applicant wishes to resolve the issues on the record.
- C) The variance is not contrary to the intent of the OCP or the ZBL, and the board does not anticipate any negative impact to neighbouring properties.
- D) There is no change of use.

Let it be noted the Board of Variance stressed the relevance of location aiding in this approval, as the isolation allowed for leniency.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Unfinished Business

None

Discussion: n/a

Agenda Item: Report
Resolution: n/a

n/a

None.

Discussion: n/a

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: New Business
Resolution: n/a

Presenter: n/a
Second: n/a

None.

Discussion: n/a

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Adjournment
Resolution: #18-03-04

Presenter: Jim Williams
Second: Angharad Wenz

That Board of Variance meeting BOV 18-03 be adjourned at 9:26 hours on the 19th of September, 2018.

Discussion: None.

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Community Development Officer

HAC Chairperson

Board of Variance Minutes

WEDNESDAY, 20th of December 2018

19:00

Council Chamber

Meeting Type: Regular

Meeting: # BOV 18-04

Facilitators: Sylvia Soulliere

Attendees: Jim Williams (chair), Angharad Wenz, Patrik Pikálek, Dylan Meyerhoffer

Regrets: Eve Dewald

Meeting Called to order at 19:06

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #18-04-01

Second: Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 18-03 be accepted as **presented**.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: THAT Board Member Dylan Meyerhoffer is to leave the room at 19:07 as he is the applicant for Variance in question.

Agenda Item: Committee of the Whole

Presenter: n/a

Resolution: n/a

Second: n/a

No delegations.

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Delegations

n/a

Discussion: none

Agenda Item: Revert to BOV

Presenter: n/a

Resolution: n/a

Second: n/a

n/a

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Adoption of Minutes

Presenter: Jim Williams

Resolution: #18-04-02

Second: Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 18-02 be accepted as **presented**.

Discussion: None

Votes For: 3

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Applications

Presenter: Jim Williams

Resolution: #18-04-03

Second: Angharad Wenz

THAT Application #18-129 be approved, because it passes the four tests from Section 307 of the Municipal Act regarding variances.

Discussion: In the opinion of the Board, the application meets the four tests of the Municipal Act Section 307.

- A) The unusual condition on site was a result of the applicant's home being historical and built too close to the front parcel line.
- B) Approving this variance is not considered by the board to be special privilege. The rebuild of this historical porch is maintaining the streetscape as it has been for decades.
- C) The variance is not contrary to the intent of the OCP or the ZBL, and the board does not anticipate any negative impact to neighbouring properties. If anything, this maintenance of historical homes is encouraged in the Official Community Plan
- D) There is no change of use for this land.

Votes For: 3

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #18-04-04

Second: Angharad Wenz

That Board of Variance meeting BOV 18-04 be adjourned at 19:20 hours on the 19th of December, 2018.

Discussion: None.

Votes For: 0

Votes Against: 0

Abstained: 0

CARRIED

Community Development Officer

HAC Chairperson

Board of Variance Minutes

WEDNESDAY, 27th of February 2019
19:00
Council Chamber

Meeting Type: Regular

Meeting: # BOV 19-01

Facilitators: Clarissa Huffman

Attendees: Jim Williams (chair), Angharad Wenz, Patrik Pikálek, Dylan Meyerhoffer, Eve Dewald, Rebecca Jansen

Regrets:

Meeting Called to order at 20:40

Minutes

Agenda Item: Agenda Adoption

Presenter: Jim Williams

Resolution: #19-01-01

Second: Angharad Wenz

THAT the Agenda for Board of Variance Meeting BOV 19-01 be accepted as **presented**.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Conflict of Interest

Discussion: Dylan Meyerhoffer re: Item 8a).

Agenda Item: Committee of the Whole

Presenter: n/a

Resolution: n/a

Second: n/a

No delegations.

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Delegations

n/a

Discussion: none

Agenda Item: Revert to BOV

Presenter: n/a

Resolution: n/a

Second: n/a

n/a

Discussion: None

Votes For: n/a

Votes Against: 0

Abstained: 0

n/a

Agenda Item: Adoption of Minutes

Presenter: Jim Williams

Resolution: #19-01-02

Second: Angharad Wenz

THAT the minutes for Board of Variance Meeting BOV 18-04 be accepted as **presented**.

Discussion: None

Votes For: 4

Votes Against: 0

Abstained: 1

n/a

Agenda Item: Applications

Presenter: Jim Williams

Resolution: #19-01-03

Second: Angharad Wenz

THAT Application #19-004 be approved, because it passes the four tests from Section 307 of the Municipal Act regarding variances.

Discussion: In the opinion of the Board, the application meets the four tests of the Municipal Act Section 307.

- A) The unusual condition on site was a result of the topography of the lot, specifically a steep slope at the rear of the lot that reduces the developable area.
- B) Approving this variance is not considered by the board to be special privilege. Other lots along this slope have received similar variances.
- C) The variance is not contrary to the intent of the OCP or the ZBL, and the board does not anticipate any negative impact to neighbouring properties. Provision of housing and safety were also considered, and no impacts contrary to the intent of the OCP and ZBL were identified.
- D) There is no change of use for this land.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Agenda Item: Adjournment

Presenter: Jim Williams

Resolution: #19-01-04

Second: Angharad Wenz

That Board of Variance meeting BOV 19-01 be adjourned at 20:48 hours on the 27th of February, 2019.

Discussion: None.

Votes For: 5

Votes Against: 0

Abstained: 0

CARRIED

Community Development Officer

HAC Chairperson

DRAFT