

CITY OF DAWSON
AGENDA - COUNCIL MEETING #C25-07
TUESDAY, April 15, 2025 at 7:00 p.m.
Council Chambers, City of Dawson Office

Join Zoom Meeting

<https://us02web.zoom.us/j/81067414829?pwd=gIO8oEW6ZD9RX5VA5C5IMZfb0Vw43v.1>

Meeting ID: **810 6741 4829**

Passcode: **018534**

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

1. Council Meeting Agenda #C25-07

3. DELEGATIONS, GUEST PRESENTATIONS, PUBLIC QUESTIONS & COMMENTS *(Delegation by pre-notice, Guest Presentation by Invitation, Public Q & Comment 2 min ea. with max limit at discretion of Chair (testing...))*

1. Casino Mine Presentation

4. PUBLIC HEARINGS

1. Subdivision Application #25-013-Boundary Adjustment of Lots 11, 12, 13 & 14, Callison Industrial

5. ADOPTION OF THE MINUTES

1. Council Meeting Minutes C25-06 of March 18, 2025

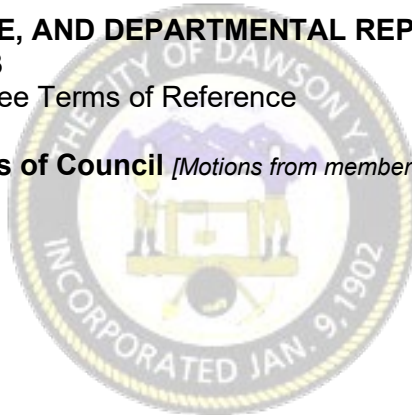
6. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

1. Subdivision Application 25-013
2. Solid Waste Advisory Committee Terms of Reference

7. NEW BUSINESS FROM Members of Council *[Motions from members of council, Notice of Motion on Substantive issues (testing....)]*

8. PUBLIC QUESTIONS

9. ADJOURNMENT



THE CITY OF DAWSON

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NOTICE OF PUBLIC HEARING

Boundary Adjustment Application

(Subdivision Application #25-013)

Subject Property	Lots 11, 12, 13, 14 Callison Industrial Subdivision
Date and Time	April 15th, 2025 7:00pm
Location	Council Chambers, City Hall
Listen to Public Hearing	Radio CFYT 106.9 FM or cable channel #11



As per Bylaw, S.5.1.4.II, upon receiving an application for subdivision, Council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the boundary adjustment application of Lots 11, 12, 13, 14 Callison Industrial Subdivision.

For more information or to provide your input prior to the public meeting, please contact:

Planning Assistant
Box 308, Dawson, YT Y0B 1G0
PlanningAssist@cityofdawson.ca
867-993-7400 ext. 438

MINUTES OF COUNCIL MEETING C25-06 of the Council of the City of Dawson held on Tuesday, March 18, 2025 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Mayor Stephen Johnson
 Councillor Justine Hobbs
 Councillor Darwyn Lynn
 Councillor Cud Eastbound
 Councillor Tobias Graf

REGRETS:

ALSO PRESENT:

CAO: David Henderson
 MC: Elizabeth Grenon
 CFO: David Ni
 PDM: Farzad Zarringhalam
 PWM: Jonathan Howe

1 CALL TO ORDER

The Chair, Mayor Johnson called Council Meeting C25-06 to order at 7:00 p.m.

C25-06-01 2 ADOPTION OF AGENDA
Moved By: Councillor Eastbound
Seconded By: Councillor Lynn

That the agenda for C25-06 be adopted as presented

CARRIED UNANIMOUSLY

Councillor Hobbs declared a conflict of interest on two of the agenda items.

3 DELEGATIONS, GUEST PRESENTATIONS, PUBLIC QUESTIONS & COMMENTS

3.1 Sebastian Jones, President of Klondike Active Transport and Trails Society (KATTS) RE: Darrell Carey's Mining Operation on the Klondike East Bench

Tim Gerberding presented KATTS' concerns regarding enforcement of the conditions of the Development Permit for Darrell Carey's mining operation.

Councillor Hobbs left the meeting due to a conflict of interest.

3.2 George Filipovic, President of Dawson City Chamber of Commerce RE: Thaw dis Gras/Gold Show Lot

George presented several reasons why the City should not use this lot for residential development (KDO Housing Development Project).

3.3 Evelyn Pollock, Klondike Development Organization (KDO) RE: Housing Development

Evenlyn gave an overview of the proposed housing development project of a six-plex.

Councillor Hobbs returned to the meeting.

	4	ADOPTION OF MINUTES
C25-06-02	4.1	<p>Council Budget Meeting Minutes C25-03 of February 11, 2025, Council Meeting Minutes C25-04 of February 18, 2025, and Council Budget Meeting C25-05 of March 11, 2025 Moved By: Councillor Lynn Seconded By: Councillor Hobbs</p> <p>That Council Budget Meeting Minutes C25-03 of February 11, 2025, Council Meeting Minutes C25-04 of February 18, 2025, and Council Budget Meeting Minutes C25-05 of March 11, 2025, be approved as presented.</p> <p>CARRIED UNANIMOUSLY</p>
	5	SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS
C25-06-03	5.1	<p><i>Councillor Hobbs left the meeting due to conflict of interest.</i></p> <p>Sale of a City Owned Lot to Klondike Development Organization (KDO) Moved By: Councillor Lynn Seconded By: Councillor Eastbound</p> <p>That Council direct administration to prepare an agreement for sale for Lot 16, Block L, Ladue Estate to Klondike Development Organization (KDO) for a nominal value for a 6-plex construction and to disqualify KDO from receiving monetary incentives as part of the agreement for sale.</p> <p>CARRIED 3-1</p> <p><i>Councillor Hobbs returned to the meeting.</i></p>
	6	BYLAWS & POLICIES
C25-06-04	6.1	<p>Solid Waste Management Cost Recovery Policy (#2025-03) Moved By: Mayor Johnson Seconded By: Councillor Eastbound</p> <p>That Council defer the Solid Waste Management Cost Recovery Policy (#2025-03) to a Committee of the Whole meeting.</p> <p>CARRIED UNANIMOUSLY</p>
C25-06-05	6.2	<p>2025 Annual Operating Budget and Capital Expenditure Program Bylaw (2025-01)- 3rd and Final Reading Moved By: Councillor Eastbound Seconded By: Councillor Lynn</p> <p>That Council give Bylaw 2025-01, being the 2025 Annual Operating Budget and Capital Expenditure Program Bylaw, third and final reading.</p> <p>CARRIED UNANIMOUSLY</p>
	7	NEW BUSINESS FROM (MEMBERS OF COUNCIL)
C25-06-06	7.1	<p>Councillor Eastbound- Establishment of a Finance Sub-Committee Moved By: Mayor Johnson Seconded By: Councillor Lynn</p>

That Council defer the Establishment of a Finance Sub-Committee discussion to a future Committee of the Whole meeting.

CARRIED UNANIMOUSLY

C25-06-07 7.2 Councillor Eastbound- Establishment of a Waste Management Sub-Committee

Moved By: Councillor Eastbound

Seconded By: Councillor Graf

That Council direct administration to develop Terms of Reference for a Waste Management “Advisory Board”, for Council approval.

CARRIED UNANIMOUSLY

C25-06-08 8 ADJOURNMENT
Moved By: Councillor Eastbound
Seconded By: Councillor Lynn

That Council Meeting C25-06 be adjourned at 9:51 p.m. with the next regular meeting of Council being April 15, 2025.

CARRIED UNANIMOUSLY

THE MINUTES OF COUNCIL MEETING C25-06 WERE APPROVED BY COUNCIL RESOLUTION #C25-07-XX AT COUNCIL MEETING C25-07 OF APRIL 15, 2025.

Stephen Johnson, Mayor

David Henderson, CAO



City of Dawson

Report to Council

Agenda Item	Subdivision Applications 25-013
Prepared By	Planning and Development
Meeting Date	April 15, 2025
References (Bylaws, Policy, Leg.)	Subdivision Bylaw, Municipal Act, OCP, Zoning Bylaw
Attachments	

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council grant subdivision authority to adjust the boundaries between Lots 11, 12, 13, and 14, Callison Industrial Subdivision (DP #25-013), subject to the following conditions:

1. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.

Background

Planning and Development has received DP #25-013 which proposes to adjust the boundaries between Lots 11, 12, 13, and 14, Callison Industrial Subdivision. The proposal is intended to accommodate expansion for Chief Isaac Mechanical and provide new lot configurations for the remaining lot areas including the Manitoulin Lot.



Figure 1 : Proposed Boundary Adjustment Application #25-013

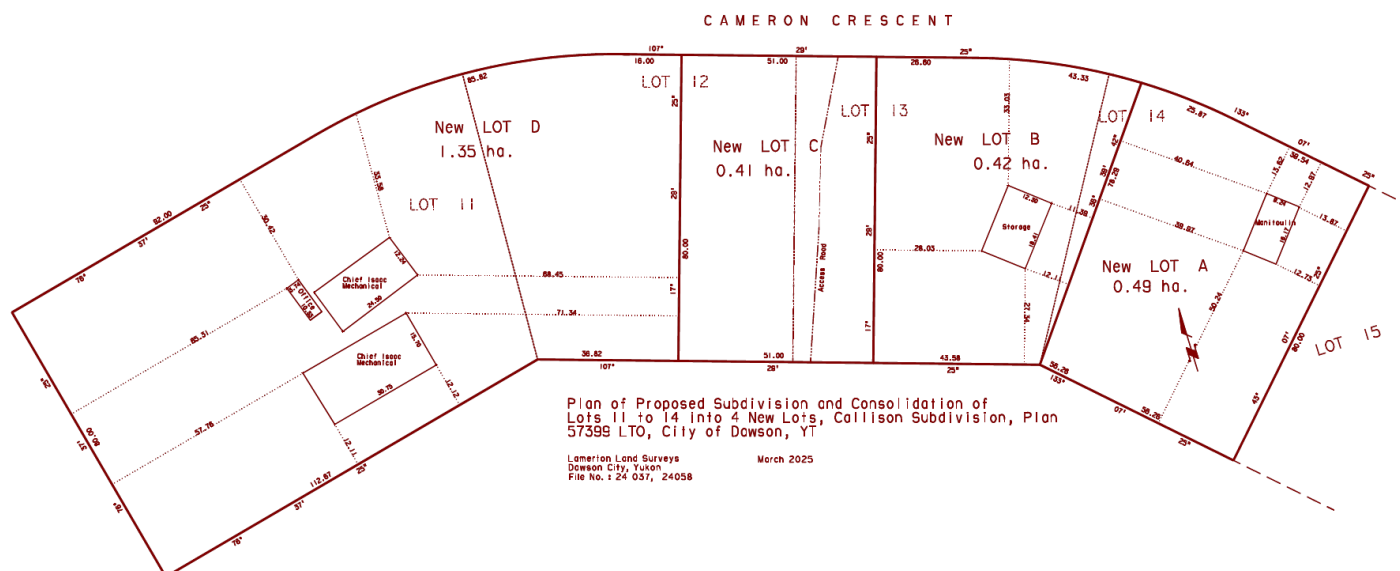


Figure 2: Preliminary Survey for DP #25-013

Discussion / Analysis

Subdivision Bylaw

Subdivision Control Bylaw s. 3.01 states that every subdivision of land must be made in accordance with the Municipal Act, the Official Community Plan, the Zoning Bylaw, and the Subdivision Control Bylaw. The Analysis/Discussion section of this report is intended to discuss the proposal's conformity with the provisions outlined in the relevant legislation, policies, and plans.

Municipal Act

Municipal Act s. 314 details the requirements for any proposed plan of subdivision to have direct access to the highway to the satisfaction of the approving authority. In conformity with this provision, access to the proposed lots exist on Molison Drive and Cameron Crescent.

Official Community Plan

The properties are currently designated as MU- Mixed Use. Mixed use areas integrated a mix of commercial and industrial uses complemented by residences and small-scale open spaces. These areas may include single uses per parcel or multiple land uses per parcel—a true reflection of Dawson's unique nature wherein residents' living and working spaces are often intertwined. The adjusted lots would retain the same designation and any new use or development on the proposed lot would be required to conform to the OCP designation, or else apply for an OCP Amendment.

Zoning Bylaw

The Zoning Bylaw is intended to implement the goals of the OCP. Lots 11, 12, 13, and 14 are zoned M1: Industrial.

As can be seen in Table 1 below, the setbacks between the structures currently on Lot 11 are 1.40m, 10.98m and 4.13m which falls short of the minimum building to building setback requirement of 6.10m. All other setbacks, uses and lot sizes conform to the requirements.

Proposed Lot/ Setback Requirements/ Permitted Uses	Front Setback	West Side Setback	East Side Setback	Rear Setback	Building to Building Setback	Use
	Min. 6.10m	Min. 6.10m	Min. 6.10m	Min. 6.10m	Min. 6.10m	As outlined in S.13.1.1 of the Zoning Bylaw
Lot 11 (D)	30.42m	57.76m	68.45m	12.11m	1.40m	Office, Vehicle sales, rentals and service
					10.98m	
					4.13m	
Lot 12 (C)	N/A	N/A	N/A	N/A	N/A	N/A
Lot 13 (B)	33.03m	28.03m	11.39m	27.34m	N/A	Commercial Storage
Lot (A)	12.97m	39.97m	12.73m	50.24m	N/A	Commercial Storage

Table 1: Compliance of Subdivision Application #25-013

Because s.5.1.11 of the Zoning Bylaw stipulates the following:

“At the sole discretion of Council, parcels with a pre-existing legally non-conforming use or structure may be subdivided so long as the subdivision does not increase the legally non-conforming nature of the use or structure.”,

the application should be permitted because the submitted Plan of Boundary Adjustment does not increase the legally non-conforming nature of the lot – the building to building setback non-compliance on proposed Lot D will remain the same as current on Lot 11.

Fiscal Impact

N/A

Alternatives Considered

N/A

Next Steps

Following the Council's decision, a subdivision approval letter will be provided to the applicants.

Approved by	Name	Position	Date



City of Dawson

Report to Council

Agenda Item	Solid Waste Advisory Committee Terms of Reference
Prepared By	David Henderson CAO
Meeting Date	April 15, 2025
References	
Attachments	Draft terms of Reference

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council adopt the Terms of Reference for the Solid Waste Advisory Committee as presented; and

That Councilor Hobbs be appointed to the Committee to serve as Chair; and

That staff be directed to initiate the recruitment process for public members of the Committee.

Executive Summary

Council wishes to implement a Solid Waste Advisory Committee to assist the City in reviewing Solid Waste related issues and developing informed recommendations for consideration.

Councilor Eastbound has provided a recommendation for a committee structure which has been reviewed by a working group of council members and staff resulting in the current draft terms of reference.

Councilor Hobbs has been recommended as the committee Chair from Council based on her identified interests in the subject matter in work done to date.

The advisory Committee will develop recommendations which would be presented to council via Committee of the whole meetings. Council will then decide at the committee of the whole how to deal with the recommendations with final decisions made by council at a Council meeting

Background

City Council tasked staff in 2023 to develop solid waste plans that added Curbside Recycling collection services to the downtown residential properties in a manner that was fiscally responsible to the municipality .

The plans presented to council incorporated the following :

1. Shifting nonresidential Waste Collection services to commercial services whereby nonresidential properties would contract individually with private collection service providers for collection of their solid waste and recyclables. This followed identified Municipal best practices matching waste production with cost of collection and disposal. This also freed up capacity and resources to provide the requested curb side residential recyclable collection service
2. Curbside Residential; Recyclable collection would be provided in the downtown core area on alternate weeks with solid waste collection moving to alternate weeks. This would entail more collection services for these residential properties.
3. Move to a bag tag system whereby each residential property would receive 1 solid waste bag tag for each week of the year to be used for garbage collection by City crews. If a house required additional tags they would pay for the tags. With recycling collection available free of charge this was seen as an incentive for people to recycle more and again associating cost of waste collection with waste production.
4. The replacement of neighborhood solid waste bins in residential subdivisions that are dense enough to warrant curbside collection. Utilizing existing City resources this was anticipated as a cost savings, a fair provision of services, and a control mechanism to limit solid waste production .

Cont....

Concurrently(1)

Separately from these discussions, Council had accepted in principle the plan to move through the Interim Regional Solid Waste Management planning process which included adopting tipping fees at the Quigley landfill site. In 2023 fees and charges bylaw tipping fees were adopted with the expectation that they would be implemented in the near future

The City was in the process of working with the Yukon Government through interim Regional Solid Waste agreements negotiated via the Association of Yukon Communities towards Final Regional Waste agreements .

a. The primary goals of the final regional waste agreements process were / are

- Standardize solid waste management agreements across the Yukon between the Yukon Government and local Municipalities
- Standardize to a certain degree Solid Waste Management Practices across the Yukon
- Implement Tipping fees at landfill sites as a tool to connect waste production with costs of disposal and an incentive to divert waste material from disposal to recycling, reuse
- Implement Tipping fees as a tool to recover waste disposal costs from residents outside of the municipality primarily funding and maintaining the landfill site - in conjunction with grants to the municipality based on the estimated no of non-municipal residents using the landfill site
- Agree to split landfill closure costs between the operating municipality and the Yukon Government.

Following a series of delegations to City Council and a public forum focused on solid waste management and proposed tipping fees under the Interim/Final Solid Waste Agreements, progress on both matters stalled.

In response, the City established a working group composed of community representatives to advise staff on related solid waste issues. The working group met several times prior to the 2024 municipal election. At that time, two members of the group were elected to Council, and the primary staff member supporting the group left City employment.

In late 2024 and early 2025, Council identified the implementation of tipping fees for construction, demolition, and industrial waste entering the Quigley landfill as a priority. These waste streams were recognized as contributing significant volumes of material, thereby accelerating the landfill's depletion and bringing forward anticipated closure costs. The proposed tipping fees would support cost recovery for the management of this specific type of waste.

To support this objective, staff drafted a cost recovery policy modeled on the City of Whitehorse's approach. Council subsequently determined that forming an advisory committee to review and make recommendations on these matters would be an effective way to address the range of complex issues and challenges involved.

Discussion / Analysis

The attached terms of reference appear to meet the goals identified by Council members and address process concerns identified by staff. Staff have reviewed terms of reference for similar types of committees from other communities to identify common elements

Fiscal Impact

The terms of reference do not identify remuneration for participants. There may be occasions where meals would be authorized depending on meeting timing and duration.

Allocation of staff time outside of normal hours will have to be considered by Managers affected.

Alternatives Considered

1. Proceeding without an advisory committee of some form has proven to be problematic in advancing related discussions which are often complex and involve significant public relations
2. Proceeding with a staff level working group may not currently be an option given council has indicated a desire for a more formal structure that reports to council.

Next Steps

If council adopts the recommendation as is staff will advertise for members, review applicants and present the applicant list and recommendations to council at a closed session of council at the earliest opportunity.

Once the committee is formed the first meeting will be organized with the assistance of staff, the chair and committee will begin work.

If council adopts the recommendations with amendments the following work will be dependent on the amendments

Approved by	Name	Position	Date
	David Henderson	CAO	4/11/2025



City of Dawson

Solid Waste Advisory Committee

Terms of Reference

1.00 PURPOSE

The City of Dawson recognizes that solid waste management is a critical municipal responsibility and requires thoughtful planning, waste diversion strategies, and sustainable policy development. The purpose of the Solid Waste Advisory Committee is to provide a forum for contribution from individuals from a range of backgrounds to inform the review and update of the City's solid waste management planning.

2.00 MEMBERSHIP

The Committee will include:

- a) One member of Council, appointed by Council, will serve as the Chair and act as the official liaison between the Committee and Council. The Chair will ensure regular updates are provided through the committee of the whole
- b) Six (6) additional members, to include representation from the public, businesses, organizations, and environmental or waste industry stakeholders.
- c) A designated City staff representative (non-voting) may be included as an advisor to provide technical and administrative support, as appropriate.

The Committee will be composed of members representing a diversity of sectors and interests that bring a variety of personal qualities, perspectives, and experiences in solid waste, recycling, and composting issues.

The following is a list of desired personal qualities, perspectives, and experience of Committee members:

- Demonstrated experience in community involvement or collaborative committee work (e.g., openness to differing views).
- Commitment to waste reduction, sustainability, and fiscal responsibility.
- Experience in waste management, reduction, or recycling (e.g., technical expertise, lived experience, or both).

Participation in the Committee is voluntary and there is no remuneration for participation.

3.00 SELECTION PROCESS

Committee members, excluding the Chair, will be selected through a public call for applications. Applications will be assessed based on the characteristics outlined in the Membership section. City staff will review submissions and present a list of applicants and recommendations to Council in a closed meeting. Council will consider the staff recommendations and make final appointments.

4.00 TERM

Members will be appointed for a term of two (2) years. Vacancies resulting from resignations will be filled through the same application process. Members appointed partway through a term will serve for the remainder of that term. Members who miss two (2) or more consecutive meetings without prior notice to the Chair may have their appointment revoked at the Committee's discretion. Resignations should be submitted in writing to the Chair, including the effective resignation date.

5.00 MANDATE AND RESPONSIBILITIES

The Committee serves at the pleasure of Council. Its mandate and responsibilities include:

- Providing research-based recommendations on waste diversion, landfill operations, recycling, and sustainable waste practices.
- Exploring funding opportunities and partnerships for improved waste management.
- Engaging the public and businesses in identifying community-driven waste solutions.
- Submitting well-informed policy recommendations and reports to Council.
- Considering fiscal implications for the City's operating budget, staff capacity, and resources.

The Committee may invite relevant groups or subject matter experts to contribute, at the Chair's discretion.

All recommendations will be forwarded to Council via the Committee of the Whole. Final decisions rest with Council.

6.00 MEETINGS AND RULES OF PROCEDURE

Meeting Frequency:

Meetings will be held approximately 4-6 times per year, or as otherwise decided by the Committee. Meetings will generally be held in the afternoon or evenings, but the time may be adjusted to suit the majority of members.

Meeting Administration:

The Chair will prepare meeting agendas and coordinate supporting materials, which will be circulated at least one (1) week in advance.

A Committee member will be appointed to take minutes and track action items.

Approved minutes will be submitted to a Committee of the Whole meeting for Council to receive.

Agendas will be published in advance, and minutes posted on the City website.

The meetings will be structured to encourage dialogue and collaboration on relevant issues within the constraints of the planned agendas. The Chair shall at all times conduct the manner and order of speaking so that all sides of a question may be as fully presented as the circumstances warrant and shall ensure that each member is allowed equal opportunity to speak.

Quorum:

Quorum requires a majority of appointed voting members. If quorum is not reached within fifteen (15) minutes, the meeting may be cancelled or deferred by the Chair.

Declaring a Conflict of Interest:

Members must declare real or perceived conflicts of interest as soon as they arise.

Affected members should recuse themselves from related discussions unless invited to speak by majority vote.

Contributions from members in conflict will be recorded as such in the minutes.

Respecting the Confidentiality of Committee Discussions:

Members must not disclose confidential information—technical, personal, financial, or otherwise—acquired during their tenure unless expressly authorized.

Confidential information must not be used for personal gain or to benefit others.

Code of Conduct:

This code is intended to serve as a framework to guide the spirit and intent of how members are expected to deliver on the Committee's purpose and objectives in an ethical and respectful manner.

- a. Respect and Collaboration: Maintain an atmosphere of mutual respect and solution-oriented discussion, acknowledging diverse views.*
- b. Transparency: Speak honestly and share information in good faith to enable evidence-based dialogue.*
- c. Treatment of Others: Avoid the following conduct during meetings*
 - *Disruptive interruptions or side conversations*
 - *Offensive or abusive language*
 - *Impugning motives of other members or staff*
 - *Ignoring the Chair's direction*

Members with concerns about another member's conduct should report them to the Chair. Persistent misconduct may result in removal by the Chair.

7.00 DECISION MAKING

The Committee will strive for consensus in decision-making, which will be documented in the minutes.

Meetings may be open to the public upon request; however, only Committee members may speak or vote.

Delegations wishing to speak must submit a written request at least two (2) days in advance for approval by the Committee.