



THE CITY OF DAWSON

AGENDA - COUNCIL MEETING #C21-19 TUESDAY, August 31, 2021 at 7:00 p.m. Council Chambers, City of Dawson Office

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

- a) Council Meeting Agenda #C21-19

3. ADOPTION OF THE MINUTES

- a) Council Meeting Minutes C21-16 of August 3, 2021
- b) Special Council Meeting C21-17 of August 19, 2021
- c) Special Council Meeting C21-18 of August 23, 2021

4. BUSINESS ARISING FROM MINUTES

- a) Council Meeting Minutes C21-16 of August 3, 2021
- b) Special Council Meeting C21-17 of August 19, 2021
- c) Special Council Meeting C21-18 of August 23, 2021

5. FINANCIAL AND BUDGET REPORTS

- a) Accounts Payables 21-14- Cheques #56607-56665 & EFT's
- b) Accounts Payables 21-15- Cheques #56666-56705 & EFT's
- c) Accounts Payables 21-16- Cheques #56706-56761 & EFT's
- d) Accounts Payables 21-17- Cheques #56762-56810
- e) Visa Statements- May-June

6. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS

- a) Request for Decision: Hydrovac Truck (Budget Amendment)
- b) Request for Decision: Region Landfill Agreement
- c) Request for Decision: Rec Centre Next Steps
- d) Request for Decision: Tr'ondëk Hwëch'in Jëje Zho Men's Shelter
- e) Request for Direction: Parking Agreement-Dawson City Museum
- f) Request for Direction: Parking Agreement-Klondike Kates
- g) Request for Decision: Consolidation Application #21-031-Lots 38 & 39, Tr'ondëk Subdivision
- h) Request for Decision: Subdivision Application #21-089- Lt 1047-2, Klondike Highway

7. BYLAWS & POLICIES

- a) Council Remuneration Bylaw (2021-10)- Third & Final Reading
- b) Zoning Bylaw Amendment No.13 (2021-12)- First Reading
- c) Flagpole Policy

8. CORRESPONDENCE

9. PUBLIC QUESTIONS

10. IN CAMERA

- a) Legal Related Matter

11. ADJOURNMENT

MINUTES OF COUNCIL MEETING C21-16 of the Council of the City of Dawson held on Tuesday, August 3, 2021 at 7:00 p.m. City of Dawson Council Chambers

PRESENT:

Mayor	Wayne Potoroka
Councillor	Natasha Ayoub
Councillor	Bill Kendrick
Councillor	Stephen Johnson
Councillor	Molly Shore

REGRETS:

ALSO PRESENT:

CAO	Cory Bellmore
EA	Elizabeth Grenon
CDO	Stephanie Pawluk
CFO	Kim McMynn

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting C21-16 to order at 7:00 p.m.

Agenda Item: Agenda

C21-16-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for Council meeting C21-16 of August 3, 2021 be adopted as amended.
Motion Carried 4-0

- Remove 7(b) Harrington's Store Municipal Historic Site Bylaw (2021-07)- Third & Final Reading
 - Remove 7(c) Billy Biggs Municipal Historic Site Bylaw (2021-08)- Third & Final Reading
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Agenda Item: Minutes

a) Council Meeting Minutes C21-13 of June 15, 2021

C21-16-02 Moved by Councillor Johnson, seconded by Mayor Potoroka that the minutes of Council Meeting C21-13 of June 15, 2021 be approved as presented.
Motion Carried 4-0

b) Special Council Meeting Minutes C21-14 of June 29, 2021

C21-16-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of Council Meeting C21-14 of June 29, 2021 be approved as presented.
Motion Carried 4-0

c) Council Meeting Minutes C21-15 of July 13, 2021

C21-16-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that the minutes of Council Meeting C21-15 of July 13, 2021 be approved as presented.
Motion Carried 4-0

Agenda Item: Business Arising from Minutes

c) Council Meeting Minutes C21-15 of July 13, 2021

- Need to make a decision on the Tr'ondëk Hwëch'in Jeze Zho Men's Shelter. Set a meeting for next week, August 10th.

Agenda Item: Financial & Budget Reports

a) 6 Month Variance Report

- C21-16-05** Moved by Mayor Potoroka, seconded by Councillor Johnson that Council accepts the Six-Month Variance Report for informational purposes.
Motion Carried 4-0

Agenda Item: Special Meeting, Committee, and Departmental Reports

a) Priority & Operational Update

7:18 p.m. Councillor Shore arrived at the meeting

- C21-16-06** Moved by Mayor Potoroka, seconded by Councillor Johnson that Council accepts the Priorities and Departmental Operations and Projects Update for informational purposes and refers them to the next Committee of the Whole meeting.
Motion Carried 5-0
- b) Request for Decision- New Electric Ice Re-Surfacer Purchase
- C21-16-07** Moved by Councillor Johnson, seconded by Councillor Shore that Council award the purchase of one (1) Electric Ice Re-Surfacer to Kendrick Equipment for \$189,900 (plus GST) as per their submitted bid and that Council authorize a budget amendment to take the money from the Gas Tax Fund for this purchase.
Motion Carried 5-0
- c) Request for Decision: Land Development Branch (YG) Infill Projects 1 & 2
- C21-16-08** Moved by Councillor Kendrick, seconded by Councillor Johnson that Council direct administration to:
1. Pursue phased development of one C2 and one R3 unserviced lots on the west side of the road in the short-term and two R3 unserviced lots on the east side of the road in a later phase for Infill Area 1.
 2. Pursue serviced development of C2 and residential lots for Infill Area 2.
- Motion Carried 4-1
- d) Request for Decision: Subdivision Approval #21-021
- C21-16-09** Moved by Councillor Kendrick, seconded by Mayor Potoroka that Council move to Committee of the Whole for the purposes of asking the Community Development Officer questions.
Motion Carried 5-0
- C21-16-10** Moved by Mayor Potoroka, seconded by Councillor Kendrick that Committee of the Whole revert to an open session of Council to proceed with the agenda.
Motion Carried 5-0
- C21-16-11** Moved by Councillor Kendrick, seconded by Councillor Johnson that Council approve Consolidation Application #21-021 on the following condition:
That a Zoning Bylaw amendment is passed for Lots 3 and 4 to change the zoning from R1 to R2; and that a parking easement be registered for Lot 3 and 4, Block X, Ladue Estate within 12 months of the date of approval.

OR

That a Zoning Bylaw amendment is passed for Lots 3 and 4 to change the zoning from R1 to P2; and Lots 3 and 4 be consolidated with this new lot within 12 months of the date of approval.

Motion Carried 5-0

e) Request for Decision: KDO Commercial and Industrial Lot Need and Demand Analysis

- C21-16-12** Moved by Councillor Kendrick, seconded by Councillor Shore that Council direct administration to contract the Klondike Development Organization to carry out a Commercial and Industrial Lot Need and Demand Analysis as per the attached proposal.
Motion Carried 5-0

Agenda Item: Bylaws & Policies

a) 2021 Municipal Election Bylaw (2021-06)- Third & Final Reading

- C21-16-13** Moved by Councillor Johnson, seconded by Councillor Shore that Council give Bylaw #2021-06, being the Municipal Election Bylaw, third and final reading.
Motion Carried 5-0

b) Zoning Bylaw Amendment No. 12 (2021-09)- Third & Final Reading

- C21-16-14** Moved by Mayor Potoroka, seconded by Councillor Johnson that Council give Bylaw #2021-09, being Zoning Bylaw Amendment No. 12, third and final reading.
Motion Carried 5-0

c) Council Remuneration Bylaw (2021-10)- Second Reading

- C21-16-15** Moved by Mayor Potoroka, seconded by Councillor Kendrick that Council give Bylaw #2021-10, being the Council Remuneration Bylaw, second reading and refer it to Committee of the Whole.
Motion Carried 4-1

Agenda Item: Public Questions

- C21-16-16** Moved by Mayor Potoroka, seconded by Councillor Johnson that Council moves to Committee of the Whole for the purposes of hearing public questions.
Motion Carried 5-0

- C21-16-17** Moved by Mayor Potoroka, seconded by Councillor Johnson that Committee of the Whole revert to an open session of Council to proceed with the agenda.
Motion Carried 5-0

Agenda Item: In Camera

- C21-16-18** Moved by Councillor Johnson, seconded by Mayor Potoroka that Council move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the *Municipal Act*, for the purposes of discussing a land related matter.
Motion Carried 5-0

- C21-16-19** Moved by Councillor Johnson, seconded by Mayor Potoroka that Committee of the Whole revert to an open session of Council to proceed with the agenda. Motion Carried 5-0

C21-16-20 Moved by Mayor Potoroka, seconded by Councillor Shore that Council approve the extension of the lease for Klondike Visitors Association to September 21, 2021.
Motion Carried 5-0

Agenda Item: Adjourn

C21-16-21 Moved by Mayor Potoroka, seconded by Councillor Shore that Council meeting C21-16 be adjourned at 9:56 p.m. with the next regular meeting of Council being August 31, 2021.
Motion Carried 5-0

THE MINUTES OF COUNCIL MEETING C21-16 WERE APPROVED BY COUNCIL RESOLUTION #C21-19-__ AT COUNCIL MEETING C21-19 OF AUGUST 31, 2021.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

MINUTES OF SPECIAL COUNCIL MEETING C21-17 of the Council of the City of Dawson held on Thursday, August 19, 2021 at 7:00 p.m. City of Dawson Council Chambers

PRESENT: Mayor Wayne Potoroka
Councillor Bill Kendrick
Councillor Molly Shore
Councillor Stephen Johnson

REGRETS: Councillor Natasha Ayoub

ALSO PRESENT: CAO Cory Bellmore
EA Elizabeth Grenon
CDO Stephanie Pawluk

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting C21-17 to order at 7:00 p.m.

Agenda Item: Agenda

C21-17-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for Council meeting C21-17 of August 19, 2021 be adopted as presented.
Motion Carried 4-0

Agenda Item: In Camera

C21-17-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that Council move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the *Municipal Act*, for the purposes of discussing a legal related matter.
Motion Carried 4-0

C21-17-03 Moved by Mayor Potoroka, seconded by Councillor Johnson that Committee of the Whole revert to Council to proceed with the agenda.
Motion Carried 4-0

Agenda Item: Adjourn

C21-17-04 Moved by Mayor Potoroka, seconded by Councillor Johnson that Special Council Meeting C21-17 be adjourned at 8:09 p.m. with the next regular meeting of Council being August 31, 2021.
Motion Carried 4-0

THE MINUTES OF SPECIAL COUNCIL MEETING C21-17 WERE APPROVED BY COUNCIL RESOLUTION #C21-19-03 AT COUNCIL MEETING C21-19 OF AUGUST 31, 2021.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

MINUTES OF SPECIAL COUNCIL MEETING C21-18 of the Council of the City of Dawson held on Monday, August 23, 2021 at 12:00 p.m. City of Dawson Council Chambers

PRESENT:	Mayor	Wayne Potoroka
	Councillor	Bill Kendrick
	Councillor	Molly Shore
	Councillor	Stephen Johnson
	Councillor	Natasha Ayoub

REGRETS:

ALSO PRESENT:	CAO	Cory Bellmore
	EA	Elizabeth Grenon
	CDO	Stephanie Pawluk

Agenda Item: Call to Order

The Chair, Mayor Potoroka called council meeting C21-18 to order at 12:00 p.m.

Agenda Item: Agenda

C21-18-01 Moved by Mayor Potoroka, seconded by Councillor Johnson that the agenda for Council meeting C21-18 of August 23, 2021 be adopted as presented.
Motion Carried 4-0

Agenda Item: In Camera

C21-18-02 Moved by Mayor Potoroka, seconded by Councillor Johnson that Council move into a closed session of Committee of the Whole, as authorized by Section 213(3) of the *Municipal Act*, for the purposes of discussing a legal related matter.
Motion Carried 4-0

Councillor Ayoub arrived at the meeting at 12:04 p.m.

C21-18-03 Moved by Councillor Johnson, seconded by Councillor Ayoub that Committee of the Whole revert to Council to proceed with the agenda.
Motion Carried 5-0

C21-18-04 Moved by Mayor Potoroka, seconded by Councillor Shore that Council denies Mr. Carey's appeal regarding Development Permit #21-025 and communicates this decision to Mr. Carey and directs administration to provide reasons for the decision.
Motion Carried 3-2

Recorded Vote:

Votes for: Mayor Potoroka, Councillor Shore, Councillor Kendrick

Votes against: Councillor Johnson, Councillor Ayoub

Agenda Item: Adjourn

C21-18-05 Moved by Mayor Potoroka, seconded by Councillor Johnson that Special Council Meeting C21-18 be adjourned at 12:56 p.m. with the next regular meeting of Council being August 31, 2021.
Motion Carried 5-0

THE MINUTES OF SPECIAL COUNCIL MEETING C21-18 WERE APPROVED BY COUNCIL RESOLUTION #C21-19-03 AT COUNCIL MEETING C21-19 OF AUGUST 31, 2021.

Wayne Potoroka, Mayor

Cory Bellmore, CAO

The City of Dawson
Cheque Run 21-14
6/29/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56607	Arctic Inland Resources Ltd.	\$667.68	\$80.28	PW	Boardwalk Supp.
			\$319.06	PS	Operating supplies
			\$268.34	PW	BldgMaint Supp.
			\$667.68		
56608	Dawson Firefighters Association	\$15,095.00	\$8,720.00	PS	Training - 1st qtr
			\$5,400.00	PS	Alarms-Calls
			\$975.00	PS	On Call
			\$15,095.00		
56609	Manitoulin Transport	\$853.53	\$548.66	PW	Freight
			\$304.87	PW	Freight
			\$853.53		
56610	Derek McNiece Promotions	\$413.40		PS	SafetySupp
56611	Air North	\$286.69		PW	Freight Water Samples - 3 waybills
56612	Advance North Mechanical	\$820.97	\$189.11	PW	VehR&M
			\$231.66	PW	VehR&M
			\$400.20	PW	VehR&M
			\$820.97		
56613	AGF Investments Inc.	\$827.68		ADM	RRSP 12-13
56614	Assante Financial Management	\$1,360.00		ADM	RRSP 12-13
56615	BHB Mini Storage	\$105.00		ADM	Archive Storage
56616	BMO Nesbitt Burns	\$850.00		ADM	RRSP 12-13
56617	BMO Bank of Montreal	\$1,252.72		ADM	RRSP 12-13
56618	Bonanza Market	\$484.12	\$55.56	REC	ProgSupp
			\$428.56	ADM	Special Event
			\$484.12		
56619	Brenntag Canada Inc.	\$3,258.98		PW	Chemicals
56620	Cambrian Credit Union	\$1,118.32		ADM	RRSP 12-13
56621	Canadian Freightways TST-CF	\$1,022.42		PW	Freight
56622	Chief Isaac Incorporated	\$835.41		REC-ADM	ContSvs - Janitorial
56623	Dawson City General Store	\$248.08	\$176.21	REC	OpSupplies
			\$71.87	REC	ProgSupp
			\$248.08		
56624	Dawson City Minor Soccer	\$2,946.13		REC	ContSvs-Pitch Maintenance
56625	Dawson Hardware Ltd.	\$827.64	\$12.73	PS	OpSupplies
			\$170.42	REC	OpSupplies
			\$12.75	PW	R&S Signage
			\$88.01	PW	OpSuppWTP
			\$169.58	REC	OpSupp-Pool
			\$144.54	REC	OpSupp-Arena
			\$8.47	ADM	OpSupplies
			\$9.81	PW	OpSupplies
			\$25.29	REC	ProgSupplies
			\$15.11	PW	Tools
			\$3.77	PW	OpSupp-Common
			\$47.23	PW	SafetyGear
			\$24.55	PW	SafetySupp
			\$95.38	ADM	SafetySupp
			\$827.64		
56626	Endurance Automotive	\$249.10	\$136.26	PW	VehR&M
			\$112.84	PW	VehR&M
			\$249.10		
56627	Grenon Enterprises Ltd.	\$15,731.64	\$2,525.25	PS	ContSvs-DomeWTankFill
			\$2,373.00	PW	ContSvMay30-June5

The City of Dawson
Cheque Run 21-14
6/29/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
			\$682.51	PW	ContSvSWR
			\$7,998.38	PW	ContSvJn6-12
			\$2,152.50	PW	7Ave Demob&Excav
			\$15,731.64		
56628	Humane Society Dawson	\$3,650.00		PS	ContSvs July-Sept
56629	Investors Group	\$1,801.76		ADM	RRSP 12-13
56630	Jacobs Industries Ltd	\$69.41		PW	OpSupplies
56631	Klondike Metallic	\$975.48	\$330.74	REC	OpSupplies
			\$187.87	PW	SafetySupp
			\$375.62	PW	NonCapEquip
			\$81.25	PW	WTP OpSupp
			\$975.48		
56632	Mayes Enterprises	\$250.83		REC	BldgM&R Pool
56633	Nordique Fire Protection	\$619.50		PS	ContSvs CylTest
56634	North 60 Petro	\$2,627.60	\$1,336.69	REC	BldgFuel Pool
			\$1,290.91	REC	BldgFuel Pool
			\$2,627.60		
56635	Northern Superior Mechanical	\$1,289.64	\$499.59	PW	HvyEquip R&M
			\$122.85	PW	OpSupplies
			\$89.17	PW	NonCapEquip
			\$13.13	PW	SafeSupplies
			\$263.65	PW	Vehicle R&M
			\$278.03	PW	HvyEquip R&M
			\$23.22	REC	OpSupplies
			\$1,289.64		
56636	Pacific Northwest Moving	\$63.67		REC	Freight
56637	Public Service Alliance of Canada	\$2,717.74		ADM	Union Dues PP12-13
56638	Raven's Nook	\$619.50	\$281.40	PW	SafetyGear
			\$338.10	PW	SafetySupplies
			\$619.50		
56639	Royal Bank - Whitehorse Branch	\$800.00		ADM	RRSP 12-13
56640	Royal Bank of Canada Brampton	\$200.00		ADM	RRSP 12-13
56641	Royal Bank of Canada-Fairview	\$375.32		ADM	RRSP 12-13
56642	Scotia Securities	\$2,100.00		ADM	RRSP 12-13
56643	Simplii Financial	\$850.00		ADM	RRSP 12-13
56644	Son of Mendel Inc.	\$110.25		REC	Prof Svs-Electrician
56645	Staples #251 Whitehorse	\$1,219.41	\$1,039.49	ADM	Furniture - desk
			\$179.92	ADM	OffSupplies
			\$1,219.41		
56646	Sunnydale Landscaping	\$19,425.00		REC	ContSvs LandscapeMaterials
56647	Tangerine	\$300.00		ADM	RRSP 12-13
56648	TD Wealth	\$626.36		ADM	RRSP 12-13
56649	Pasloski, Erin	\$250.00		REC	First Aid Course
56650	Brewster, Willow	\$500.00		REC	Instructor
56651	Paton, Josh	\$1,235.00		REC	ProgramSupplies
56652	Tennis Yukon	\$297.00		REC	ProSvs Instructors
56653	Territorial Treasurer	\$157.50		REC	Waterfront Lease
56654	Tetra Tech Canada Inc.	\$5,197.15		REC	AMFRC engineering report
56655	The Chickweeders	\$4,623.67		REC	ContSvs-Horticulture
56656	Total Fire Protection Services	\$4,494.00	\$1,627.50	REC	AnnualInspection-Alarms
			\$307.12	PS	AnnualInspection-Alarms
			\$716.63	ADM	AnnualInspection-Alarms
			\$1,842.75	REC	AnnualInspection-Alarms
			\$4,494.00		

The City of Dawson
Cheque Run 21-14
6/29/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56657	Tsunami Solutions dba SafetyLine	\$170.10		PW	SafetyLine
56658	Tucker Carruthers	\$1,983.52		ADm	LegalFees
56659	Yukon University	\$960.00	\$320.00	ADM	Training FA Re-Certification
			\$640.00	REC	Training FA Re-Certification
			\$960.00		
56660	Yukon Service Supply Co.	\$1,551.30		REC	Jani&OpSupplies - Pool
56661	Air North	\$560.28	\$81.48	ADM	Freight
			\$478.80	REC	Flight - instructor
			\$560.28		
56662	CIBC-Dawson City	\$1,019.50		ADM	RRSP 12-13
56663	CIBC-Dawson City	\$912.16		ADM	RRSP 12-13
56664	CIBC-Dawson City	\$600.00		ADM	RRSP 12-13
56665	CIBC-Dawson City	\$1,105.80		ADM	RRSP 12-13

Electronic Fund Transfers

May 01	Meridian Lease	\$1,973.11	PS	Breathing apparatus
May 01	Canada Life	\$14,839.67	various	May employee benefits
May 01	Roynat Leases	\$818.00	various	Photocopier leases
May 11	Wells Fargo Lease	\$420.00	ADM	Photocopier lease (for April)
May 12	CIBC Group RRSP	\$4,822.54	ALL	RRSP Prog PP7-9
May 14	Payroll	\$107,116.59	ALL	PP#10
May 18	Visa	\$14,534.59	various	Per attached
May 20	CCSA	\$7,891.81	CABLE	monthly cable charge
May 26	Wells Fargo Lease	\$420.00	ADM	Photocopier lease (for May)
May 28	Payroll	\$111,394.55	ALL	PP#11
May 31	Bank charges	\$367.81	ADM	payroll/bank/Visa machine
May 31	Refund of Dawson Creek payments	\$248.09	ADM	12 Deposits to City in error

The City of Dawson
Cheque Run 21-15
7/20/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56666	44478 Yukon Inc.-Tangerine Technologies	\$4,781.51	\$1,190.51	ADM	IT - Equipment
			\$3,171.00	ADM	IT - Network Support
			\$420.00	ADM	IT - Network Equipment
			\$4,781.51		
56667	Advance North Mechanical	\$2,403.81	\$397.96	PW	Veh R&M Phse DAF20
			\$1,918.95	PW	Veh R&M DAG22
			\$86.90	PW	Veh R&M Tire Maint - WManagement
			\$2,403.81		
56668	Ajax Steel Limited	\$599.34	\$399.56	REC	Bldg R&M
			\$199.78	ADM	Bldg R&M
			\$599.34		
56669	Arctic Inland Resources Ltd.	\$1,325.86	\$388.75	PW	Brdwalk Materials
			\$285.31	REC	Bldg R&M - Pool
			\$60.40	REC	ArtlId 2107-035547 REC Dog Box
			\$25.00	REC	Bldg R&M - Arena
			\$70.83	PW	OpSupplies
			\$92.15	REC	Bldg R&M - GreenSpace
			\$403.42	PW	Phse - Tools
			\$1,325.86		
56670	Assoc. of Yukon Communities	\$915.00		ADM	Inter-Muni-Bus-Licenses
56671	Bureau Veritas	\$1,057.57		PW	WtrSampling
56672	Capital H2O Systems Inc.	\$1,083.60		PW	ContSvs - W&S
56673	Chief Isaac Incorporated	\$152.25		PW	ContSvs - SafetyLine
56674	Chief Isaac Mechanical	\$138.60		PW	Veh R&M DAA20
56675	Colliers Project Leaders Inc.	\$5,305.94	\$1,107.75	ADM	CBC Restore PrjMtg Prj821160.01
			\$4,198.19	REC	NewRECCtre Prj 821099.01
			\$5,305.94		
56676	Commercial Aquatic Supplies	\$1,927.59	\$1,340.01	REC	Bldg R&M - Pool
			\$587.58	REC	OpSupplies - Pool
			\$1,927.59		
56677	Conservation Klondike Society	\$81,750.00		PW	01072021 Diversion CR - Jan-June
56678	Cotter Enterprises	\$3,491.25		CABLE	ContSvs-June
56679	Dawson City General Store	\$509.35	\$181.10	REC	OpSupplies
			\$300.25	REC	ProgSupplies
			\$28.00	REC	OpSupplies - Pool
			\$509.35		
56680	Dawson Hardware Ltd.	\$2,296.82	\$26.45	PW	NonCapEquip-Locks WM
			\$65.04	PW	NonCap EQ
			\$7.54	PW	OpSupplies-WS
			\$5.09	PW	OpSupplies S&T WS
			\$75.55	PW	OpSupplies
			\$9.71	PS	OpSupplies
			\$115.72	PS	Op&SafetySupplies
			\$7.09	REC	Bldg R&M-Keys
			\$9.44	REC	Bldg R&M
			\$889.78	REC	OpSupplies
			\$167.21	REC	OpSupplies-Arena
			\$30.20	REC	OpSupplies-Pool
			\$120.90	REC	SafetySupplies
			\$116.17	PW	OpSupplies-WM
			\$42.96	PW	SafetySupplies - WS
			\$249.87	REC	ProgSupplies
			\$358.10	REC	SafetySupplies-CO Detectors
			\$2,296.82		

The City of Dawson
Cheque Run 21-15
7/20/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56681	Dawson Trading Post	\$342.66	\$120.00	REC	TradingP Inv 13 REC Trails Bpk
			\$13.60	REC	OpSupplies-Pool
			\$172.36	REC	ProgSupplies-Fishing
			\$36.70	REC	Tools
			\$342.66		
56682	Emco Corporation	\$1,947.91		REC	NonCapEquip-Pool-Pump
56683	Environmental Operators Certific'n Program	\$630.00	\$210.00	PW	Certification PH
			\$210.00	PW	Certification WTP
			\$210.00	PW	Certification Sewage
			\$630.00		
56684	FY Information Management Consulting	\$721.88		ADM	Record Management
56685	Grenon Enterprises Ltd.	\$15,845.56	\$5,034.75	PW	ContSvs-Jun13-19
			\$10,810.81	PW	ContSvs-ResiWtrDeliveries
			\$15,845.56		
56686	Hach Sales & Service Canada LP	\$222.77		PW	Chemicals-Phse
56687	Klondike Business Solutions	\$149.11		ADM	CopyCounts
56688	Manitoulin Transport	\$128.92		REC	Freight
56689	Metrix Group LLP	\$23,100.00		ADM	ProFees-Audit
56690	North 60 Petro	\$8,019.35	\$2,323.62	ALL	Vehicle Fuel
			\$3,372.11	REC	BldgFuel-Pool
			\$2,323.62	ALL	Vehicle Fuel
			\$8,019.35		
56691	Northern Superior Mechanical	\$1,850.33	\$791.76	PW	NonCapEquip - Generator
			\$234.95	PW	OpSupplies-WM
			\$12.64	PW	HvyEquip R&M
			\$160.24	PS	OpSupplies
			\$261.91	PW	HvyEquip R&M
			\$388.83	REC	Veh R&M
			\$1,850.33		
56692	Old Man General Contracting	\$2,772.00		ADM	Equip Rental
56693	Raven's Nook	\$302.90	\$102.90	PW	SafetyGear-WM
			\$200.00	REC	Giftcards
			\$302.90		
56694	A Ray of Sunshine	\$60.95	\$52.88	PW	SafetySupplies WM
			\$8.07	REC	SafetySupplies
			\$60.95		
56695	Spectrum Security - Sound Ltd.	\$220.47		PW	ProfFees WS AlarmSysMonitoring
56696	The Chickweeders	\$150.00		REC	ContSvs-Comm Garden-BeddingPlants
56697	Total North Communications Ltd	\$556.50		ADM	Communications
56698	Transition Industries	\$6,579.90		REC	ContSvs-Trail Maintenance
56699	Triple J Hotel	\$375.90		REC	Contractor Accommodations
56700	Tsunami Solutions Ltd. dba SafetyLine	\$170.10		PW	ContSvs-SafetyLine
56701	Uline Canada Corporation	\$337.33	\$139.97	REC	OpSupplies-WF
			\$319.84	REC	OpSupplies-Pool
			\$459.81		
56702	Unbeatable Printing	\$639.45	\$88.20	PS	ContSvs-Printing
			\$15.75	REC	ContSvs-Printing Garden
			\$535.50	REC	ContSvs-Printing Pool Sign
			\$639.45		
56703	Yukon Honda	\$1,839.04	\$83.19	REC	OpSupplies
			\$129.40	REC	NonCap Equip
			\$1,626.45	REC	Veh. R&M
			\$1,839.04		

The City of Dawson
Cheque Run 21-15
7/20/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56704	Yukon Disc	\$7,875.00		REC	ContSvs-Playgrounds
56705	Air North	\$392.53	\$87.99	PW	Freight - WtrSampling
			\$87.99	PW	Freight - WtrSampling
			\$93.24	PW	Freight - WtrSampling
			\$123.31	PW	Freight - WtrSampling
			\$392.53		

Electronic Fund Transfers

June 01	Meridian Lease	\$1,973.11	PS	Breathing apparatus
June 01	Canada Life	\$14,787.70	various	June employee benefits
June 01	Roynat Leases	\$387.51	various	Photocopier leases
June 9	CIBC Group RRSP	\$3,118.98	ALL	RRSP Prog PP10&11
June 11	Payroll	\$119,716.91	ALL	PP#12
June 17	Visa	\$6,012.76	various	Per attached
June 21	CCSA	\$8,198.46	CABLE	monthly cable charge
June 25	Payroll	\$127,383.13	ALL	PP#13
June 28	Wells Fargo Lease	\$420.00	ADM	Photocopier lease
June 30	Bank charges	\$321.22	ADM	payroll/bank/Visa machine
June 30	Refund of Dawson Creek payments	\$18,574.42	ADM	2 Deposits to City in error

The City of Dawson
Cheque Run 21-16
7/28/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56706	Arctic Inland Resources Ltd.	\$1,266.91	\$686.10	RED	OpSupplies-CommunityGarden
			\$150.39	PW	NonCapEquip
			\$430.42	PW	Brdwalk Materials
			\$1,266.91		
56707	Assoc. of Yukon Communities	\$12,811.79		ADM	Semi-Annual Mmbership
56708	BERRN Consulting Ltd.	\$773.59		PS	SafetyEquip AED & Supplies
56709	Colliers Project Leaders Inc.	\$2,814.00	\$913.50	REC	NewRecCtr-Prj 821099.01
			\$1,900.50	ADM	CBC Bank Prj 821160.01
			\$2,814.00		
56710	Dawson City General Store	\$801.37	\$45.05	ADM	OffSupplies
			\$5.38	REC	OffSupplies
			\$723.22	REC	ProgSupplies
			\$27.72	PW	JaniSupplies
			\$801.37		
56711	Dawson Firefighters Association	\$12,355.00		PS	ContSvs-Apr-June
56712	Dawson Hardware Ltd.	\$1,462.97	\$21.70	REC	OpSupplies-Arena
			\$60.76	REC	ProgSupplies
			\$42.96	REC	OffSupplies
			\$21.71	ADM	OffSupplies
			\$48.29	PW	OffSupplies
			\$18.43	REC	Bldg R&M
			\$159.12	PW	NonCapEquip
			\$144.89	PW	JaniSupplies
			\$203.57	PW	Bldg R&M
			\$36.63	ADM	Bldg R&M
			\$122.11	PW	OpSupplies-WS
			\$538.72	PW	OpSupplies-RDs
			\$34.64	ADM	OpSupplies
			\$9.44	ADM	Bldg R&M
			\$1,462.97		
56713	Dawson Trading Post	\$22.00		REC	ProgSupplies
56714	Derks	\$501.56		PS	SpecClothing
56715	Grenon Enterprises Ltd.	\$1,756.13	\$273.00	PW	ContSvs-Jul4-10 Grader-Pierre&Jack
			\$538.13	PW	ContSvs-Jun27-Jul3 Grader-MaryMc
			\$945.00	PW	ContSvs-Jun20-26 Grading C4
			\$1,756.13		
56716	Grenon, Elizabeth	\$215.29		ADM	CR#21-194 Reimburse-Framing
56717	Griffin Emergency Vehicle Service	\$1,512.00		PS	ContSvs-Pump Test Cert
56718	Hach Sales & Service Canada LP	\$679.98		REC	OpSupplies-Pool
56719	Hampl, Anezka	\$816.00		REC	CR#21-188 Instructor
56720	Infosat Communications	\$79.25		PS	SatPhone
56721	Jacobs Industries Ltd	\$140.65	\$64.21	PW	Chemicals-WS
			\$76.44	PW	Chemicals-WS
			\$140.65		
56722	Literary Society of the Klondike	\$1,963.50	\$420.00	CABLE	Advertising - June9&23
			\$168.00	CABLE	Advertising - May
			\$210.00	CABLE	Advertising-June
			\$1,165.50	ADM	Advertising - June9&23
			\$1,963.50		
56723	Klondike Printing	\$28.88			KlndkPrint I-2435

The City of Dawson
Cheque Run 21-16
7/28/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56724	Klondike Metallic	\$459.40	\$2.65	PW	OpSupplies Rds
			\$102.50	PW	OpSupplies WtrSvs
			\$151.19	PW	SafetySupplies WtrSvs
			\$50.07	PW	JaniSupplies
			\$107.70	PW	NonCapEquip WtrSvs
			\$45.29	PW	SafetySupplies WstMan
			\$459.40		
56725	Masserey, Mike	\$116.10		PS	CR#21-189 Reimburse Food&Hdware
56726	Maximillian's Gold Rush Emporium	\$178.46		PW	NonCapEquip-IT-Storage
56727	Nordique Fire Protection	\$1,658.48		PS	OpSupplies
56728	North 60 Petro	\$1,863.28		ALL	Vehicle Fuel
56729	Northern Superior Mechanical	\$16.73		PW	OpSupplies
56730	Northwestel Inc.	\$4,889.21		ADM	Phone June
56731	Practica	\$1,876.67		REC	OpSupplies
56732	Public Service Alliance of Canada	\$2,968.12		ADM	CR#21-196 Union Dues PP14&15
56733	RDH Building Science	\$2,336.25	\$1,890.00	ADM	CBC Bank DesignDev Prj R-23944.001
			\$446.25	ADM	CBC Bank Assessmt Prj R-23944.000
			\$2,336.25		
56734	Son of Mendel Inc.	\$165.38		REC	OpSupplies-Pool
56735	Barnes, Jjanet	\$170.00		REC	CR#21-187 Instructor
56736	Dura, Jeiel	\$105.00		PS	CR#21-190 Reimburse-Medical
56737	James Meagher	\$34.47		PW	CR#21-192 Reimburse-OpSupplies
56738	Borin, Tara	\$2,469.83		ADM	CR#21-193 Reimburse-OverpaymentTx
56739	Tucker Carruthers	\$1,722.56		ADM	ProFees - NortonRose Inv
56740	Unbeatable Printing	\$15.75		ADM	ContSvs-Signage
56741	Vimar Equipment	\$484.47		PW	NonCapEquip-S.Drain
56742	Yukon Energy Corporation	\$24,654.41	\$21,534.31	ALL	Main July 2021 Stmt
			\$3,120.10	PW	Lites July 2021 Stmt
			\$24,654.41		
56743	Yukon Foundation	\$85.23		REC	CR#21-191 YukonFdn-Fd TopUP
56744	Yukon Chimney Sweep	\$17,941.57	\$7,950.58	PW	ContSvs-FurnaceMaint
			\$1,002.36	PS	ContSvs-FurnaceMaint
			\$2,820.80	ADM	ContSvs-FurnaceMaint
			\$6,167.83	REC	ContSvs-FurnaceMaint
			\$17,941.57		
56745	Air North	\$601.90	\$87.99	PW	Freight-WtrSamples
			\$93.24	PW	Freight-WtrSamples
			\$87.99	PW	Freight-WtrSamples
			\$93.24	PW	Freight-WtrSamples
			\$87.99	PW	Freight-WtrSamples
			\$110.71	PW	Freight-WtrSamples
			\$40.74	ADM	Freight-TelcomEquip
			\$601.90		
56746	AGF Investments Inc.	\$827.68		ADM	CR#21-197 RRSP Prog PP14&15
56747	Assante Financial Management	\$1,360.00		ADM	CR#21-198 RRSP Prog PP14&15
56748	BMO Nesbitt Burns	\$850.00		ADM	CR#21-199 RRSP Prog PP14&15
56749	BMO Bank of Montreal	\$1,252.72		ADM	CR#21-200 RRSP Prog PP14&15
56750	Cambrian Credit Union	\$1,146.26		ADM	CR#21-201 RRSP Prog PP14&15
56751	Investors Group	\$1,801.76		ADM	CR#21-202 RRSP Prog PP14&15

The City of Dawson
Cheque Run 21-16
7/28/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56752	Royal Bank - Whitehorse Branch	\$800.00		ADM	CR#21-207 RRSP Prog PP14&15
56753	Royal Bank of Canada Brampton	\$200.00		ADM	CR#21-206 RRSP Prog PP14&15
56754	Royal Bank of Canada-Fairview	\$375.32		ADM	CR#21-208 RRSP Prog PP14&15
56755	Scotia Securities	\$2,100.00		ADM	CR#21-203 RRSP Prog PP14&15
56756	Simplii Financial	\$850.00		ADM	CR#21-204 RRSP Prog PP14&15
56757	Tangerine	\$300.00		ADM	CR#21-205 RRSP Prog PP14&15
56758	CIBC-Dawson City	\$600.00		ADM	CR#21-209 RRSP Prog PP14&15
56759	CIBC-Dawson City	\$1,105.80		ADM	CR#21-210 RRSP Prog PP14&15
56760	CIBC-Dawson City	\$1,175.62		ADM	CR#21-211 RRSP Prog PP14&15
56761	CIBC-Dawson City	\$912.16		ADM	CR#21-212 RRSP Prog PP14&15
Electronic Fund Transfers					
July 01	Meridian Lease	\$1,973.11		PS	Breathing apparatus
July 01	Canada Life	\$14,813.02		various	July employee benefits
July 05	CIBC Group RRSP	\$2,953.96		ALL	RRSP Prog PP12&13
July 01	Roynat Leases	\$503.01		various	Photocopier leases
July 09	Payroll	\$118,905.70		ALL	PP#14
July 19	Visa	\$10,067.12		various	Per attached
July 20	CCSA	\$8,505.71		CABLE	monthly cable charge
July 23	Payroll	\$126,175.56		ALL	PP#15
July 26	Wells Fargo Lease	\$420.00		ADM	Photocopier lease
July 31	Bank charges	\$202.92		ADM	payroll/bank/Visa machine
July 31	Refund of Dawson Creek payments	\$217.13		ADM	1 Deposit to City in error

The City of Dawson
Cheque Run 21-17
8/13/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56762	44478 Yukon Inc.-Tangerine Tech	\$13,066.72	\$8,753.51	ADM	IT Hardware
			\$2,205.00	ADM	IT Ntwk Support
			\$2,108.21	ADM	IT Licenses & Hosting
			\$13,066.72		
56763	Advance North Mechanical	\$5,809.83	\$1,121.50	PW	TireMaint-Backhoe
			\$425.53	PW	VehR&M DAF20
			\$2,208.33	PW	VehR&M DAF20
			\$1,326.04	PW	VehR&M DAG92-PhseUtTrk
			\$299.00	PW	VehR&M DAA22
			\$340.50	REC	VehR&M DAJ19
			\$88.93	REC	VehR&M DAJ49
			\$5,809.83		
56764	Arctic Inland Resources Ltd.	\$1,178.69	\$46.26	ADM	Bldg R&M
			\$3.39	REC	OpSupplies-Community garden
			\$1,079.98	PW	OpSupplies
			\$49.06	REC	Bldg R&M-Minto
			\$1,178.69		
56765	Assoc. of Yukon Communities	\$107.14		ADM	Travel Insurance
56766	BHB Mini Storage	\$105.00		ADM	ArchiveStor
56767	Bonanza Market	\$116.06		REC	ProgSupplies
56768	BorOale Explorers Inc	\$4,924.50		REC	ContSvs-YLAP&Instructors
56769	Brenntag Canada Inc.	\$823.40		PW	Chemicals-WS
56770	Brown, Shelley	\$202.47		REC	ProgSupplies
56771	Bureau Veritas	\$182.07		PW	WtrSampling
56772	Chief Isaac Incorporated	\$1,987.42		ALL	ContSvs-Janitorial
56773	Conservation Klondike Society	\$640.00		ALL	RecyclingCollection
56774	Dawson City General Store	\$168.92	\$88.37	REC	ProgSupplies
			\$20.49	REC	OpSupplies-Pool
			\$60.06	ADM	Office Supplies
			\$168.92		
56775	Dawson City Minor Soccer	\$548.41		REC	Greenspace M&R WtrSystem
56776	Dawson Hardware Ltd.	\$2,559.69	\$86.39	ADM	Bldg R&M-FC Residence
			\$3.56	ADM	CBC Bank RestorPrj
			\$527.95	ADM	Bldg R&M
			\$50.07	REC	OpSupplies
			\$19.83	REC	Bldg R&M
			\$20.08	REC	OpSupplies
			\$260.55	REC	NonCapEquip
			\$4.43	REC	Bldg R&M
			\$30.22	REC	Bldg R&M-Minto
			\$163.27	REC	OpSupplies-Grdn+Trail
			\$45.37	REC	SafetySupplies
			\$235.08	PW	Op Supplies-VapourBarrier
			\$75.92	PW	JaniSupplies-WTP
			\$37.46	PW	OpSupplies-WS
			\$26.45	ADM	HvyEquip R&M
			\$164.38	PW	OpSupplies-WS
			\$33.06	PW	SafetySupplies
			\$547.39	PW	Bldg R&M-Shop
			\$27.38	PW	NonCapEquip
			\$51.96	PW	Bldg R&M-WTP
			\$57.75	REC	ProgSupplies
			\$82.65	PW	Bldg R&M
			\$8.49	PW	Bldg R&M-WTP
			\$2,559.69		

The City of Dawson
Cheque Run 21-17
8/13/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56777	Finning (Canada) C3176	\$623.32		PW	OpSupplies-WS CAT Yellow Paint
56778	FY Information Mgt Consulting	\$787.50		ADM	Record Management
56779	Gammie Trucking Ltd.	\$40,236.01	\$210.00	REC	ContSvs-Parks PlygrdSand
			\$4,824.75	REC	ContSvs-Minto Plygrd Resurface
			\$2,037.01	PW	ContSvs-QugJul8E&9 DeadVehicles
			\$33,164.25	PW	ContSvs-WM-Qug Jun16-Jul12
			\$40,236.01		
56780	Graf Enviro Services Inc.	\$7,980.00		PW	ContSvs-WM June-July
56781	Grenon Enterprises Ltd.	\$21,363.84	\$2,325.75	PW	ContSvs-Grade-July18-24
			\$236.25	PW	Grenon 23709 PW Cont Serv
			\$1,672.13	PW	Grenon 23709 PW Cont Serv
			\$6,428.63	PW	ContSvs-Grade-July11-17
			\$10,585.58	PW	ContSvs-WtrDel
			\$115.50	REC	CrocusBluff-Grnspc R&M
			\$21,363.84		
56782	Husky Bus	\$141.75		REC	ProgSupplies
56783	Klondike Visitors Association	\$3,000.00		REC	Comm Grant/Rec
56784	The Literary Society of the Klondike	\$1,753.50	\$1,165.50	ADM	Advertising
			\$168.00	CABLE	Advertising
			\$420.00	CABLE	Advertising
			\$1,753.50		
56785	Klondike Metallic	\$741.53	\$584.63	ADM	JaniSupplies
			\$69.91	REC	SafetySupplies
			\$36.84	PW	NonCapEquip
			\$4.80	PW	OpSupplies-W&S
			\$45.35	PW	SafetySupplies
			\$741.53		
56786	Mayes Enterprises	\$10,107.08	\$214.27	REC	ContSvs-Grnspc R&M
			\$9,892.81	ADM	BldgR&M DbICont Fuel Tank
			\$10,107.08		
56787	Murdoch's Gem Shop	\$284.29		REC	Commemorative Plaque - Tree
56788	N.A. Jacobsen	\$8,219.02		ADM	Flood Mitigation-Assess&Rept
56789	Neutron Factory Works	\$10,345.31		PW	Supplies-WTP Boiler Prts
56790	Nordique Fire Protection	\$1,942.50		REC	Inspect-Maint REC&CurlingCtrs
56791	North 60 Petro	\$9,000.21	\$1,413.48	REC	BldgFuel-Pool
			\$2,478.23	ALL	VehFuel
			\$1,291.17	REC	BldgFuel-Pool
			\$1,554.09	REC	BldgFuel-Pool
			\$2,263.24	ALL	VehFuel
			\$9,000.21		
56792	Northern Superior Mechanical	\$16.47		PW	NonCapEquip
56793	P Robitaille In Trust	\$850.82	\$650.00	REC	DiscoDay Float Prz
			\$200.82	REC	Recreation-PettyCash
			\$850.82		
56794	Raven's Nook	\$341.25		PW	SafetyGear
56795	A Ray of Sunshine	\$73.25		REC	ProgSupplies
56796	R&J Sign Co	\$4,400.00		REC	ContSvs-BikeRacks
56797	Staples #251 Whitehorse	\$1,047.22		ADM	OffSupplies-Paper
56798	Parkkari, Isabel	\$687.50		REC	Accom&ProFees-PoolReCert Instructor
56799	Lis, Matylda	\$40.00		REC	SecurityDepRtn-Fob
56800	Roberts, Meghan	\$167.97		REC	OpSupplies-Pool
56801	Famularo, Joel	\$992.54		ADM	Reimburse-Property Tax overpayment
56802	The Chickweeders	\$4,623.67		REC	ContSvs-GreenSpace Horticulture

The City of Dawson
Cheque Run 21-17
8/13/2021

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
56803	Total Fire Protection Services	\$2,940.00	\$750.00	REC	ContSvs-Test-Inspect EmergLights
			\$150.00	PW	ContSvs-Test-Inspect EmergLights
			\$150.00	PS	ContSvs-Test-Inspect EmergLights
			\$1,890.00	PW	ContSvs-Inspect CrossConnect-WS
			\$2,940.00		
56804	Total North Communications Ltd	\$721.88	\$165.38	ADM	Phone-IT Support
			\$556.50	ADM	ContSvs-Phone
			\$721.88		
56805	Triple J Hotel	\$3,151.58		ADM	NewStaff Isolation
56806	Tsunami Solutions Ltd. dba SafetyLine	\$170.10		PW	SafetyLine
56807	Unbeatable Printing	\$18.90		ADM	ContSvs-Signage
56808	Willow Printers Ltd.	\$960.75		ADM	OffSupplies-Envelopes
56809	Yukan Canoe	\$6,405.00		REC	Program-Canoe Lessons
56810	Air North	\$428.54	\$52.48	PW	Freight-WtrSamples
			\$71.12	PW	Freight-WtrSamples
			\$52.50	PW	Freight-WtrSamples
			\$53.25	PW	Freight-WtrSamples
			\$52.50	PW	Freight-WtrSamples
			\$53.25	PW	Freight-WtrSamples
			\$36.44	PW	Freight-WtrSamples
			\$57.00	PW	Freight-WtrSamples
			\$428.54		

**CIBC AVENTURA VISA
TRANSACTIONS**

from March 28 to April 27, 2021

PRE-AUTHORIZED PAYMENT MAY 18, 2021

\$ 14,534.59

Card number 4500 xxxx xxxx 8241

26-Mar Tatchun Centre	Carnacks, YT	69.81	PS training - travel (fuel)
26-Mar Eecol Electric	Whitehorse, YT	505.56	PS - safety Supplies
26-Mar Airport Chalet	Whitehorse, YT	59.89	PS training - meals
27-Mar Jiffy Lube	Whitehorse, YT	143.09	PS Vehicle R&M
27-Mar Airport Chalet	Whitehorse, YT	135.24	PS training - meals
27-Mar Airport Chalet	Whitehorse, YT	33.51	PS training - meals
28-Mar Porter Creek Super A	Whitehorse, YT	67.00	PS training - travel (fuel)
28-Mar AFD Petroleum	Mayo, YT	85.01	PS training - travel (fuel)
28-Mar Airport Chalet	Whitehorse, YT	65.00	PS training - meals
29-Mar Lenovo	Ontario	3,548.90	ADMIN Laptops (for self-isolating)
8-Apr Achieve - Canada	Winnipeg, MB	395.85	HR Training
22-Apr Bell Mobility	Verdun, QC	1,155.00	Monthly Cell Phones - April
24-Apr The Source	Whitehorse, YT	264.56	ADMIN - Computer Accessories

Card number 4500 xxxx xxxx 7822

19-Apr Roadpost Canada	Ontario	24.10	ADMIN Advertising - monthly
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Card number 4500 xxxx xxxx 9962

26-Mar Zoom.US	California	210.00	ADMIN Annual subscription
21-Apr Cheechako's Bakeshop	Dawson, YT	101.75	ADMIN Meeting expense
22-Apr FCM	Ottawa, ON	678.00	M&C Annual Conference
26-Apr Tr'ondek Hwechin	Dawson, YT	603.75	Human Resources

Card number 4500 xxxx xxxx 0401

31-Mar FaceBook	California	77.83	REC advertising
31-Mar All-Tag	ON	636.80	Attendee Counter
31-Mar Triple J	Dawson, YT	53.13	Human Resources
31-Mar Bonton	Dawson, YT	20.68	Human Resources
1-Apr Canadian Tire	Whitehorse, YT	314.97	REC - Arena supplies
2-Apr Nadamoo	ON	67.40	REC - Office equip
8-Apr Amazon Prime Member	BC	8.95	Subscription
13-Apr Logmein	QC	40.16	IT - Subscription
14-Apr Wheniwork		29.01	IT - Subscription
14-Apr Dawson Store	Dawson, YT	79.30	Rec - Supplies
15-Apr Bodum		61.35	REC - Office supplies
15-Apr Shopper + Inc		715.39	REC - Office equipment
16-Apr Blacks Photo		440.90	REC - Office supplies
16-Apr Dawson Store	Dawson, YT	128.65	Human Resources
16-Apr XHT Mortorpar	ON	48.65	REC Tool Kit
19-Apr Flexispot	Kwn Tong	220.49	REC - Office equip
19-Apr Shopper + Inc	Lachine, QC	283.80	REC - Office equip
23-Apr Adobe	San Jose CA	13.64	IT - Subscription

Card number 4500 xxxx xxxx 6831

1-Apr Arctic Wire	AK	2,005.87	PW - Equipment
2-Apr Marks	Whitehorse, YT	181.09	PW - Safety supplies
7-Apr SVI	ON	224.20	CBC Bldg - storage
15-Apr Procurement School	Vicoria, BC	628.95	PW - Training
16-Apr Bonanza Market	Dawson, YT	90.37	Human Resources
17-Apr Dominion Station	Dawson, YT	16.99	PW - Supplies

CIBC AVENTURA VISA TRANSACTIONS

from April 28 to May 27, 2021

PRE-AUTHORIZED PAYMENT JUNE 11, 2021 \$ 6,012.76

Card number 4500 xxxx xxxx 8241

4-May Northern Hospital Supply	Whitehorse, YT	172.32	PS - Safety supplies
4-May Northern Hospital Supply	Whitehorse, YT	30.58	PS - Safety supplies
18-May Northern Hospital Supply	Whitehorse, YT	54.43	PS - Safety supplies

Card number 4500 xxxx xxxx 7822

17-May Roadpost Canada	Ontario	25.15	ADMIN Ad - monthly
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Card number 4500 xxxx xxxx 9962

6-May Civic Info	BC	262.50	Human Resources
7-May CPC Canada Post	Dawson, YT	136.91	ADMIN - Postage
7-May CPC Canada Post	Ottawa, ON	136.91	ADMIN - Postage
14-May Planning Inst of BC	Vancouver, BC	156.45	PLAN - training
18-May Drunken Goat	Dawson, YT	69.00	M&C - Meeting

Card number 4500 xxxx xxxx 0401

26-Apr Canadian Tire	Whitehorse, YT	220.47	REC -Safety supplies
29-Apr Cascade Aqua Tech	Burnaby, BC	2,634.63	REC - Pool R&M
1-May Uline	ON	54.14	REC - Safety supplies
10-May Acerunners	Surrey, BC	149.35	REC - program supplies
14-May MaintainX		439.14	REC - Software
14-May Wheniwork		28.10	IT - Subscription
14-May Cascade Aqua Tech	Burnaby, BC	587.85	REC - Pool R&M
23-May Adobe	San Jose CA	13.64	IT - Subscription
26-May Woobox		45.82	Advertising

Card number 4500 xxxx xxxx 6831

29-Apr SVI	ON	214.70	CBC Bldg - storage
6-May Marks	Whitehorse, YT	146.99	PW - Safety supplies
7-May Worksite Safety	Dundas, ON	192.78	PW - Training
13-May Worksite Safety	Vicoria, BC	26.20	PW - Training
27-May SVI	ON	214.70	CBC Bldg - storage

CIBC AVENTURA VISA TRANSACTIONS

from May 28 to June 27, 2021

PRE-AUTHORIZED PAYMENT JULY 19, 2021 \$ 10,067.12

Card number 4500 xxxx xxxx 8241

31-May	Gardewine & Sons	Winnipeg, MB	1,393.83	PS - Freight
2-Jun	Land Titles	Whitehorse, YT	3.00	ADMIN - Service Charge
3-Jun	Civic Info	BC	262.50	Human Resources
11-Jun	OWL Labs	BC	1,811.25	M&C - Equipment
16-Jun	Red Mammoth	Dawson, YT	71.97	ADMIN - Meeting
22-Jun	Land Titles	Whitehorse, YT	3.00	ADMIN - Service Charge
23-Jun	Canadian Tire	Whitehorse, YT	104.95	PW - Supplies

Card number 4500 xxxx xxxx 7822

18-Jun	Roadpost Canada	Ontario	25.15	ADMIN Ad - monthly
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Card number 4500 xxxx xxxx 6831

31-May	Worksite Safety	Dundas, ON	26.20	PW - Training
5-Jun	Cabela's Canada	Winnipeg, MB	359.04	PW - Security Camera
24-Jun	SVI	ON	214.70	CBC Bldg - storage

Card number 4500 xxxx xxxx 0401

29-May	Precor	WA	278.09	REC -Equip R&M
31-May	Facebook	CA	176.97	Advertising
3-Jun	Canadian Tire	ON	163.78	REC - Equip
4-Jun	Precor	WA	298.77	REC -Equip R&M
4-Jun	Precor	WA	109.60	REC -Equip R&M
8-Jun	Amazon Prime	BC	8.95	IT - Subscription
8-Jun	Icycle Sports	Whitehorse, YT	100.00	REC - Trail Maintenance
8-Jun	Sportchek	AB	419.87	REC - Pool supplies
10-Jun	Sportchek	AB	245.70	REC - Pool supplies
10-Jun	Amazon Prime	BC	88.48	IT - Subscription
10-Jun	Canadian Tire	ON	314.99	REC - Equip
11-Jun	CCOHS	Hamilton, ON	75.00	REC - training
11-Jun	Henderson Recreation	Simco, ON	1,890.00	REC - Trail Maintenance
14-Jun	MaintainX		438.21	REC - Software
14-Jun	Wheniwork		28.07	IT - Subscription
14-Jun	Dawson Museum	Dawson, YT	26.25	REC - Trail Maintenance
14-Jun	YG Enviro Health	Whitehorse, YT	25.00	REC - Permit
14-Jun	Amazon	ON	148.54	REC - Pool supplies
15-Jun	Triple J	Dawson, YT	123.45	Human Resources
15-Jun	Sportchek	AB	97.52	REC - Pool supplies
17-Jun	Riverwest Bistro	Dawson, YT	8.62	error - credit requested
18-Jun	Amazon	ON	38.03	REC - Pool supplies
21-Jun	Flaghouse	ON	223.60	REC - Program supplies
23-Jun	Adobe	San Jose CA	13.64	IT - Subscription
24-Jun	Amazon	ON	80.40	REC - Pool supplies

Card number 4500 xxxx xxxx 9621

25-Jun	Annual Fee		370.00	ADMIN - Service Charge
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Report to Council



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

SUBJECT:	Capital Expenditure Program Bylaw Amendment – Hydro-Vac Truck	
PREPARED BY:	Jonathan Howe	ATTACHMENTS: <u>Provided in CW 21-22 package</u> <ul style="list-style-type: none">• Dawson City Permafrost Monitoring• Bylaw No 2021-04 – Relevant Capital Pages
DATE:	August 5, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: 2021 Annual Operating Budget and Capital Expenditure Program Bylaw 2021-04 Our Clean Future – A Yukon Strategy for climate change, energy and a green economy		

RECOMMENDATION

That Council approve a budget amendment to Bylaw No. 2021-04 for a re-allocation of Capital Expenditures for the purchase of a Hydro-Vac truck.

ISSUE/PURPOSE

Staff may see an urgent need for a capital expenditure, as current conditions or circumstances arise during the year, that may not have been anticipated during the annual budgeting process. Under the Municipal Act section 239, Council established a bylaw to address budget amendments. As such, Council has an opportunity to address these needs and allow for Unbudgeted Expenditures by resolution.

BACKGROUND SUMMARY

Currently, the Public Works Capital Equipment Replacement budget anticipated the replacement of the 1990 5 Ton Crane and Boom. This initial analysis was completed expecting that the equipment would meet its end of life cycle in 2021 based on industry standards. Further analysis this spring indicated that the overall condition, maintenance history and continued functionality is exceeding the expected 10 year life cycle and replacement in 2021 is not necessitated. Therefore, the expenditure of \$160,000 is not warranted in the 2021 year.

It has also been determined that the purchase of household collections bins in the 2021 year was premature. As the Waste Management matures at the City of Dawson, needs will continue to be analysed and future budget requests will be put forward. Additionally, a cost savings of approximately \$100,000 was realized in the purchase of the CoD's waste collection vehicle.

These savings and re-allocations of the Capital Budget items are the current request of this RFD for the purchase of a Hydro-Vac Truck.

ANALYSIS / DISCUSSION

Council as the authority to approve a budget amendment to Bylaw 2021-04. Part II, Section 6.01(a) of Bylaw No. 2021-04 allows council to approve changes to the budget bylaw by resolution as long as it is not an increase in the total expenditures above what was approved.

The following re-allocation of the 2021-04 Annual Operating and Capital Expenditure Bylaw would allow for the purchase of this equipment.

Original Budgeted amount for the Waste Collection Truck:	\$320,000. Actual cost:	\$214,570.33
Budgeted amount for the Boom Crane and Truck:		\$160,000.00
Budgeted amount for Household Garbage Bins:		\$67,000.00
Total available for re-allocation and budget savings:		\$332,429.00

A preliminary quote of was obtained and the expected cost of this equipment is \$320,000.


An additional advantage for the internal operation of a Hydro-Vac truck is scheduling of work and financial savings in operations that is currently being spent on contracting these services. The need for the City to own and operate its own Hydro-Vac truck became evident as difficulty in scheduling contracted services to address the immediate needs of the CoD arose during the latter part of 2020 and early part of 2021. The CoD would also benefit from a considerable long term cost savings due to reduced reliance on contracted services, the City is currently contracting excavation equipment and Hydro-Vac truck services at approximately \$50,000 per year.

Additional benefits will also be achieved by the purchase and use of this equipment.

Over time, due to increased sensitivity of permafrost, the need for the services of non-mechanical excavation equipment will only grow. Permafrost degradation does occur as a result of construction disturbance as noted in the attached report: *Permafrost monitoring in the City of Dawson, Yukon 2007-2020*, and the opportunity to choose methods of construction that reduce this from occurring are preferable and positive action to mitigate Climate Change factors.

Another benefit is the changing regulations for Occupational Health and Safety. Asbestos protocols are becoming more stringent in the territory the need to shift away from mechanical digging becomes ever more pressing in order to fulfill these requirements. Any opportunity to support the reduction in exposure to health and safety for both operational staff and the general public is important.

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE:	
DATE:	August 27, 2021		

Report to Council



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

☐ In Camera

AGENDA ITEM:	Regional Landfill Agreement	
PREPARED BY:	Cory Bellmore	ATTACHMENTS:
DATE:	August 26, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATION

That Council Direct Graham Lang, of Lamarche, Lang & Barrett LLB Law Group (shared solicitor for all municipalities) to enter into negotiations with Yukon Government on:

1. A lease agreement covering the current landfill site; and
2. Negotiate a regional landfill agreement with Yukon Government covering shared liability and regional waste disposal contributions; and
3. That once negotiated, to the satisfaction of the CAO, be brought back to Council for adoption and ratification.

ISSUE / PURPOSE

To provide sufficient detail to allow the City of Dawson Municipal Council to make a decision on their future approach to management of the municipal landfill site. Two decisions are required.

1. Negotiate and Sign a lease agreement with Yukon Government of the Landfill site.
2. Negotiate a new Regional Landfill Agreement with Yukon Government. This Agreement would cover shared Liability for the future landfill closure and post closure costs and the financial contributions from Yukon Government to the City of Dawson for accommodating waste generated from residents within the regional boundary.

BACKGROUND SUMMARY

The City of Dawson (Quigley) landfill has been in operation since 1887. It has been operated jointly by Yukon Government and the City of Dawson as a regional facility for the past 32 years. The Yukon Government provides operational funding contribution of \$75,000 annually. The City of Dawson operates the landfill under a Solid Waste Disposal Facility Permit pursuant to the Environment Act and Solid Waste Regulations. The City of Dawson does not have a lease agreement with Yukon Government covering the landfill site. Legal opinions obtained earlier and provided to the municipal administration has indicated that agreements outlined above are in the best interests of the municipal council.

The estimated life expectancy for the landfill site is in excess of 84 years. (Sperling Hansen Report 2020)

In the past year the Yukon Government through the Community Services Department has sought to reach agreement with the municipal governments on the future operations of the landfill sites. The primary rational was to assist in the closure of several small landfill sites throughout the Yukon by providing a more regional approach to waste disposal and management. Regional approaches to landfill operations has

been a trend throughout Canada over the past number of years. The benefits related to more efficient land use and more cost effective means of managing waste materials.

The Yukon Government has agreed to some capital upgrades as part of the negotiation, for example, offered to purchase and install a weigh scale at the landfill to enable better tracking of the volume of waste being accepted. The Yukon Government continues to work on programs to assist with waste reduction and recycling. These programs would continue.

ANALYSIS / DISCUSSION

Issues:

Land Tenure: The City of Dawson does not have a lease or any other land use agreement with the Yukon Government for the site of the Landfill. Operations have been carried out through the Solid Waste disposal Facility Permit but no land tenure is provided through this permit. The lack of tenure means that the City of Dawson has no certainty on the future of the land in question. A second aspect is that in order to move forward with fee for service at the site (tipping fees), land tenure needs to be solidified.

Liability Agreement: At present the municipal council has no agreement with Yukon Government on the shared liability for the closure and post closure costs related to the landfill. Such an agreement is in the best interests of the municipality in terms of future cost sharing. The Yukon Government is offering a 50 / 50 split on the liability agreement. An update on the extent of the future financial liability is being prepared at this time. Details will be provided once the work has been completed.


The City of Dawson also does not currently carry a liability on our financial statement for closure and post closure costs. We currently have a note in the statements that recognize that we are working to figure out the liability of these costs with Yukon Government. Once this has been done, we can then appropriately carry this liability on our financial statements as required.

Regional Facility: If the municipal council is in favour of continuing the regional approach to the landfill site the Yukon Government is prepared to pay for the disposal of municipal waste from the region. The amount of waste is currently unknown. For calculation purposes a figure of one tonne per year per person is being considered as reasonable as it is based on data from Whitehorse and Watson Lake. The results are very comparable to that of Canada at large.

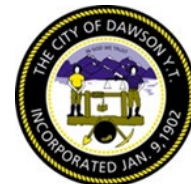
In the case of The City of Dawson the regional population is estimated to be 700. A figure of \$200.00 per tonne has been used for discussion purposes. This would mean that the City of Dawson would receive \$140,000.00 each year. Yukon Government will also provide financial assistance towards ground water monitoring expenses on an annual basis.

Notes from CW21-19:

- In an agreement list/expand on what happens with: Designated Materials, Hazardous Waste, Recycling and Diversion

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	2021-08-27	

Report to Council



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

☐ In Camera

AGENDA ITEM:	Rec Centre Project Advancement	
PREPARED BY:	Cory Bellmore	ATTACHMENTS: - Next Steps for Project Advancement – Colliers Project Leaders
DATE:		
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATION

That Council:

- Select amenities identified in Option 1 Dome Road Site from the Republic Architecture Final Feasibility Study Report
- Direct administration to finalize reserve funds available for this project for internal contribution, and
- Direct administration to set a meeting with Council and Yukon Government Minister of Community Services to discuss the steps forward for this project as presented.

ISSUE / PURPOSE

To continue to move forward the New Recreation Centre project, choose the option and/or confirm amenities of the new centre and work with Yukon Government on funding this High Priority City of Dawson project.

BACKGROUND SUMMARY

This project commenced when the City of Dawson Council confirmed by resolution to move forward with the planning and design of a new Recreation Centre in 2017.

Pre-planning and a Feasibility Study which included some geotechnical and environmental studies has now been completed.

Council passed by resolution that the future site of the Dawson City Recreation Centre would be at the Dome Road location.

ANALYSIS / DISCUSSION

The Feasibility Study completed by Republic Architecture contained 6 options (3 options per location). The recommended option in the study is for Option 1 at the Dome Road Location. This location does allow for future expansion of the facility as the community grows and can support future expansion and either further amenities see demand or when current City infrastructure has reached the expected life and needs replacement.

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	August 27, 2021	

Memorandum

To:	Cory Bellmore	For info of:	City of Dawson
From:	Kyle Humphreys	Doc Ref:	P7201-39856623-95 (2.0)
Project:	Dawson City Recreation Centre	Date:	July 23, 2021
Subject:	Next Steps for Project Advancement		

Dear Cory,

As recently discussed, the City of Dawson would like to build on current momentum and continue to see this project move forward. The purpose of this memorandum is to highlight the proposed next steps for the New Recreation Centre in Dawson City.

In 2018, Stantec Architecture completed a Pre-planning Study that highlighted the needs and vision for developing a New Recreation Centre in Dawson City to replace the Art and Margaret Fry Recreation Centre in the City's downtown core. Stantec's report also highlighted several sites within the city limits that would be feasible to support a new multiplex facility. Council selected the existing Gold Rush Campground and the Bottom of Dome Road as sites to consider.

Over the last year and a half, the City of Dawson engaged with the Yukon Government Infrastructure Development Branch to advance the project in selecting the preferred site and developing a functional program and concept design for several options at each site that City Council and the citizens of Dawson City could consider. During this phase, the City also retained Colliers Project Leaders to assist with project planning, to manage the City's tasks and responsibilities, and to act as the City's Owner's Representative on the project.

Work recently completed includes geotechnical investigations and environmental site assessments at each site, the procurement of Republic Architecture Inc. (RAI), the development of functional programming and high-level concept designs, energy modelling and public engagement. This phase of the work recently concluded with the submission of the Final Feasibility Study report, issued by RAI on June 4, 2021. The final report concluded that the Bottom of Dome Road was the most feasible site and building Option 1 the most feasible concept based on their technical merit, operational considerations, and community feedback.

Since then, Council has passed a resolution to construct the new recreation centre at the Bottom of Dome Road site. This site has enough space to fit any of the proposed programming options and can allow for future expansion beyond what has currently been considered. The preferred building option has yet to be confirmed.

RECOMMENDATION

The Project Team, consisting of the City of Dawson CAO and Recreation Manager, Colliers Project Leaders, and the Government of Yukon, recommends that Council approve Option 1 as per RAI's Final Feasibility Study Report. An excerpt from their report is below:

"This option [Option 1] provides a compact building footprint characterized by aligning the long linear forms of the Ice Rink and Curling Rink with common services located in between.

While there is a fair degree of southern glazing, a large window is offered to the ice rink that looks east towards the far mountains. Spectators can enjoy the game while also taking in the beauty of the surrounding environment. As it is east facing on this site, glare is not a concern.

The entry vestibule serves as a large mudroom where patrons can leave soiled outdoor footwear and transition to clean athletic gear. As patrons continue into the building, the Common Lounge provides a focal point, forming the majority of the circulation between amenities and allowing heated seating areas with views into each of the major recreation spaces.

The Curling Rink Lounge provides great views down the rink sheets. The lounge is in close proximity to the Canteen/Servery for food service options.

The Ice Rink features separate public washroom facilities and several sections of viewing bleachers. The Multipurpose/Gym is directly accessible from the Common Lounge and has generous storage and shower/change rooms with convenient direct access. Should the community require a larger gym facility in the future, the space could be expanded to the South.

The Office area adjacent to the entry allows for effective supervision and client service and maximized daylighting into the workstation area.

- *Area: 6590 m2 (including penthouse areas)*
- *Ice Rink*
- *Curling Rink*
- *Multi-purpose Space*
- *Total Construction Estimate: \$54,109,400*
- *Parking Stalls: 193."*

PROPOSED NEXT STEPS

In order to advance the project, the Project Team recommends the following actions:

1. Council to confirm the selection of Option 1 from the RAI report.
2. Council to confirm its internal maximum capital contribution for the design and construction of this project.
3. Enter into, and complete discussions with Yukon Government regarding funding support for this project. The letter previously received from the Minister of Community Services can be addressed, with a proposal to negotiate a higher funding limit that is appropriate to achieve the City's goals for this project.

4. Complete additional environmental site assessments at the Bottom of Dome Road site that consider the proposed use of the site to determine the scope of any remediation work that will need to take place. Recent ESA reports have confirmed the presence of contaminants but have not confirmed their potential hazard level to human health, nor identified the need for remediation at this time. It has been a typical requirement in the past that projects receiving federal funding confirm that the site is free of contamination.
5. Identify federal funding source for this project.
6. Select Project Manager. Confirm if the City will manage the project internally using its own resources, an independent Project Management firm, Infrastructure Branch, or a combination thereof.
7. Develop an updated project plan that includes the desired delivery methodology for this project (Design-Bid-Build, Design-Build, Construction Management, Integrated Project Delivery, P3, etc.). This plan will also identify project scope, budget, schedule, and risk mitigation strategies.
8. Develop funding application to the identified funding source(s).
9. Fundraise private funding, if required and feasible. This may be achieved through sponsorships of various elements of the facility, including the facility itself.
10. Retain a Design firm and Contractor using a competitive procurement process and following the project delivery methodology identified during the planning phase.
11. Design, build, and commission the new facility. Site remediation may occur in these phases.
12. Grand opening to the community.

TIMELINES

Due to upcoming Council elections, it is recommended that items 1 to 3 be completed by mid-September of 2021. Item 4 should happen as soon as possible, pending YG approval. Items 5 to 12 may happen over the next 3 years pending the outcome of item 3, 5 and 8. It would be a reasonable expectation that the new Dawson City Recreation Centre could be opening its doors to the public in late 2024 or sometime in 2025.

We trust this information is to your satisfaction, and we are available to discuss this memo with you at any time.

Sincerely,

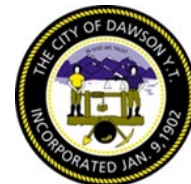


Kyle Humphreys P.Eng., PMP

Principal | Northern Canada

Colliers Project Leaders

Report to Council



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

☐ In Camera

AGENDA ITEM:	Tr'ondëk Hwëch'in Council Requests Re. Development of Men's Shelter	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: <ul style="list-style-type: none">• July 9th Letter RE: City of Dawson support for Tr'ondek Hwech'in Jëje Zho Men's Shelter• July 9th Letter RE: Exemption of Tr'ondek Hwech'in Jëje Zho Men's Shelter from the Gold Rush Era Heritage Guidelines.
DATE:	August 27, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: Development Incentives Policy #2019-02 Zoning Bylaw #2019-18 Heritage Bylaw #2019-04 Heritage Management Plan Design Guidelines for Historic Dawson		

RECOMMENDATION

That Council:

1. waive the load capacity charge as an in-kind contribution to the construction of the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.
2. waive the development application fees as an in-kind contribution to the construction of the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.
3. approve a 10-year Standard Tax Grant for the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.
4. not approve waiving of Water and Sewer connection charges as in-kind contributions for construction of the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.
5. not approve waiving of parking stall requirements as in-kind contributions for construction of the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.
6. request Tr'ondëk Hwëch'in to consider the HAC recommendations of the elements of the design flagged by the HAC that do not meet the "Guidelines for infill: The Dawson Style" but not require them to comply with these guidelines to receive their development permit for the Jëje Zho Men's Shelter.

ISSUE / PURPOSE

Administration received two requests from Tr'ondëk Hwëch'in regarding exemption from heritage guidelines and City support of the development of a new Men's Shelter (the Jëje Zho Men's Shelter) to be constructed at 1217 2nd Avenue (DP #21-068).

BACKGROUND SUMMARY

A discussion regarding the City's Gold Rush heritage design guidelines and associated evaluation process, the Heritage Advisory Committee (HAC), and the request for a Tr'ondëk Hwëch'in voting committee member on the HAC was had at a joint Council meeting on January 27th, 2021. Claudia Heath of Aramis Consulting, who is working on the Men's Shelter project, presented at Heritage Advisory Committee meeting #21-06 on March 18th, 2021 on Indigenous Design Guidelines.

Requests

A development permit for the Men's Shelter was received mid June 2021. Following Administrative discussions, the two attached letters were received on July 9th. One letter outlines the request for City support of the Men's Shelter in the following ways:

1. Waiving of Load Capacity Charges as in kind contributions for construction.
2. Waiving of Water and Sewer connection charges as in kind contribution contributions for construction.
3. Waiving of Planning and development application fees as in kind contributions for construction.
4. Waiving of parking stall requirements as in kind contributions for construction.
5. Making a one time cash contribution to the construction.
6. Making the equivalent of the Development Incentive Program regarding tax relief for 7 or more years available to Tr'ondek Hwech'in, as the building meets the criteria.

The other letter requests the exemption of the Men's Shelter building from the City's design guidelines. It is understood that this includes exemption from Heritage Advisory Committee review of the plans.

Committee of the Whole meeting CW21-18

Staff members of Tr'ondëk Hwëch'in attended Committee of the Whole meeting CW21-18 on July 20, 2021 to discuss the requests. The following is an excerpt from these minutes:

"Claudia Heath gave a summary of the project:

- Shelter offers 10 units *[Admin: 8 are outlined in the tender drawings]*
- Open to everyone in the Yukon that identifies as male
- Total cost of project will be approximately \$5.3 million dollars
- CMHC, Yukon Government and Yukon Housing Corporation are assisting in funding the project"

The outcome of the meeting included Administrative direction to proceed with the processing of the development permit application, including invoicing the permit application fees and forwarding the plans to the Heritage Advisory Committee for review while pulling requested information together for presentation to Council.

HAC

As per July 20th Committee of the Whole direction, the application, including the tendered architectural renderings and cladding design options were presented at the July 29th, 2021 HAC Meeting #21-13. The meeting minutes for #21-13 have not been adopted at the time of the writing of this report; however, the draft minutes have been included. The following is an excerpt from the minutes showing HAC's conclusion on their review of the application:

- "HAC concluded the design analysis with the following statement: If the windows on the street were symmetrical, if the front entrance were more pronounced, if window trim was added, if a roof overhang was added, and if the fence was vertical, the design could be considered to conform to the guidelines.
- HAC feels that their role is to provide analysis of the proposed designs against the guidelines and provide suggestions about how to make it comply with existing guidelines. The nature of the proposal leads HAC to forward the application to Council."

Committee of the Whole meeting CW21-21

The requests were addressed at Committee of the Whole on August 10th, 2021, at which the following resolutions were passed:

CW21-21-04 Moved by Mayor Potoroka, seconded by Councillor Shore that Committee of the Whole forward to Council the recommendation to waive the load capacity charge as an in-kind contribution to the construction of the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.

Carried 4-1

- CW21-21-05** Moved by Mayor Potoroka, seconded by Councillor Ayoub that Committee of the Whole forward to Council the recommendation to waive the development application fees as an in-kind contribution to the construction of the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.

Carried 4-1

- CW21-21-06** Moved by Councillor Ayoub, seconded by Councillor Johnson that Committee of the Whole forward to Council the recommendation to approve a 10-year Standard Tax Grant for the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.

Carried 5-0

- CW21-21-07** Moved by Councillor Johnson, seconded by Councillor Shore that Committee of the Whole forward to Council the recommendation to not approve waiving of Water and Sewer connection charges as in-kind contributions for construction of the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.

Carried 5-0

- CW21-21-08** Moved by Councillor Johnson, seconded by Mayor Potoroka that Committee of the Whole forward to Council the recommendation to not approve waiving of parking stall requirements as in-kind contributions for construction of the Tr'ondëk Hwëch'in Jëje Zho Men's Shelter.

Carried 5-0

- CW21-21-10** Moved by Councillor Shore, seconded by Mayor Potoroka that Committee of the Whole forward to Council the recommendation to request Tr'ondëk Hwëch'in to consider the Heritage Advisory Committee (HAC) recommendations of the elements of the design flagged by the HAC that do not meet the "Guidelines for infill: The Dawson Style" but not require them to comply with these guidelines to receive their development permit for the Jëje Zho Men's Shelter.

Carried 5-0

ANALYSIS / DISCUSSION

Development Incentive Grant:

S. 3.1.g. states: "Government agencies, at all levels of government, will not be eligible for the Development Incentives under this policy. First Nation development corporations are eligible." Given that the applicant is a government, the applicant is ineligible for the supportive housing incentives, as per the Policy. As such, a development incentives application has not been applied for.

Administration believes that this development meets the intent of the policy, just not the proponent. It was not anticipated when the policy was created that a government entity would carry out this type of development. Administration recommends allowing Tr'ondëk Hwëch'in to be an eligible applicant for this particular development.

All of these requests require Council decision, as Administration does not have the authority to make these decisions given the requirements set out in the applicable Policies and Bylaws.

Three of the City support requests arise from the incentives available for supportive housing development in the Development Incentives Policy #2019-02 (DIP). S. 4.1 of the Policy outlines the incentives available for supportive housing, which includes:

10 years Standard Tax Grant : estimated value (based on current value of incentive grants for KDO#2 - \$9613 and the Eliza Building - \$20671)	\$18,000 annually
Waiver of Load Capacity Charge: estimated value	\$7885
Waiver of Development Charge: value	\$1021

Total life cycle requested support from the Development Incentive Grant – Estimate **\$188,9036**

The DIP has a maximum annual Incentives totalling \$100,000. The current total incentives approved and available this year to other applications totals approximately : \$52,000


• Tax incentive grants: \$	\$42,000
• Value of other incentive grants: \$ approx.	\$10,000
• Total approved incentives:	\$52,000

A Standard tax grant for the Jëje Zho Men's Shelter would not exceed the current capacity of the DIP.

It may be useful during the next policy review to see if this value is meeting the applications to the policy and if the separate development types should have an Incentive totals so that all areas of development are available to receive support.

Request	Administrative Comments
1. Waiving of Load Capacity Charges as in kind contributions for construction.	This arises from the DIP for supportive housing. The issue is that the applicant is a government, which the Policy explicitly does not allow for. Given that this request does not fall within the policy, it is a Council decision on waiving this requirement. This request would require a waiver of the Fees and Charges Bylaw #2021-03. The fee outlined in the bylaw is \$415 per water outlet. Estimate= \$7885 (initial estimate of ~19 water outlets)
2. Waiving of Planning and development application fees as in kind contributions for construction.	This arises from the DIP for supportive housing. The issue is that the applicant is a government, which the Policy explicitly does not allow for. Given that this request does not fall within the policy, it is a Council decision on waiving this requirement. The development application fee, which has been paid,= \$1021
3. Making the equivalent of the Development Incentive Program regrading tax relief for 7 or more years available to Tr'ondek Hwech'in, as the building meets the criteria.	This arises from the DIP for supportive housing. The issue is that the applicant is a government, which the Policy explicitly does not allow for. Given that this request does not fall within the policy, it is a Council decision on waiving this requirement. Estimated value \$18,000/year X 10 years - \$180,000
4. Waiving of Water and Sewer connection charges as in kind contribution contributions for construction.	This request would require a waiver of the Fees and Charges Bylaw #2021-03. The fee outlined in the bylaw for disconnection or reconnection of private water service= 1 hr labour + 1 hrs equip. rental including operator + materials OR actual costs, whichever is greater. Disconnection or reconnection of private sewer service= 2 hrs labour+2 hrs equip. rental including operator + material costs OR actual costs, whichever is greater. PW estimate= \$16,129
5. Waiving of parking stall requirements as in kind contributions for construction.	This request would require a waiver of the parking requirements in the Zoning Bylaw, as identified in section 9. The most up to date site plan currently shows no onsite parking, but Administration has requested that the loading zone be changed to parking (there is no loading

	<p>requirement for this building). It is anticipated that this could accommodate 2 onsite parking spaces. It is assessed that the ZBL would require 5 onsite parking stalls (4 allocated to the units and 1 allocated to office space).</p> <p>The Taylor Architecture Group pointed out in a report that “Because of the demographic using the facility, the majority of the users will not have vehicles and will not require parking.”</p> <p>The fee outlined in the bylaw is \$3100 cash in-lieu of on-site parking, Total cost of waiving 3 stalls is \$9,300</p>
6. Making a one time cash contribution to the construction.	There is no specific value in this request and no budget line for this type of request.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	2021-08-27	



July 9, 2021

The Chief Administrative Officer
City of Dawson. P O Box 308 Dawson City, YT. Y0B1G0

Dear Cory Bellmore,

RE: City of Dawson support for Tr'ondek Hwech'in Jeze Zho Men's Shelter on 1217 2nd Avenue.

Tr'ondek Hwech'in is developing a Men's Shelter that will greatly enhance the emergency shelter service that TH has been offering in the community. We have made substantial progress in the development of the new facility, and recently submitted a development permit application to the City of Dawson.

50% of those served by the current shelter service over the last 3 years are non TH citizens. The new shelter will have ten units. There will be two emergency rooms for those with immediate needs, six transitional units, and two highly supported units that will allow long term supported living. In addition to providing accommodation, we will continue to provide services such as support with housing, resumes or job applications, daily hot meals, harm reduction services and referrals to other support agencies and outreach services.

We plan to start construction this year, and have it available for use by the winter of 2022. We are requesting the City of Dawson to partner with us and contribute or support the development and operation of the facility in the following ways:

1. Waiving of Load Capacity Charges as in kind contributions for construction.
2. Waiving of Water and Sewer connection charges as in kind contribution contributions for construction.
3. Waiving of Planning and development application fees as in kind contributions for construction.
4. Waiving of parking stall requirements as in kind contributions for construction.
5. Making a one time cash contribution to the construction.
6. Making the equivalent of the Development Incentive Program regrading tax relief for 7 or more years available to Tr'ondek Hwech'in, as the building meets the criteria.

Tr'ondek Hwech'in is a Self Governing First Nation, but we do not have revenues or a drawn down mandate for providing this service. We are working with partners and stakeholders with



an interest in the community to make the project possible, and look forward to the added support of the City of Dawson.

Sincerely,

Peter Marangu

Housing and Infrastructure Director



July 9, 2021

The Chief Administrative Officer
City of Dawson. P O Box 308 Dawson City, YT. Y0B1G0

Dear Cory Bellmore,

RE: Exemption of Tr'ondek Hwech'in Jeze Zho Men's Shelter on 1217 2nd Avenue from the Gold Rush Era Heritage Guidelines.

Tr'ondek Hwech'in is developing a Men's Shelter that will greatly enhance the emergency shelter service that TH has been offering in the community. Most recently, we have applied for a development permit (DP# 21-068) for the multi-unit residential construction.

Our understanding is that before development permits are approved, the city will ensure adherence to bylaws that allow a safe and pleasant community. We are happy to address any concerns about setbacks, drainage, fire safety etc.

In addition, all Dawson residents are expected to present their plans to the Heritage Advisory Committee. The Heritage Advisory Committee has a mandate to support the 2008 Dawson City Heritage Management Plan that provides the following recommendations for the Downtown Heritage Management Area.

Treatment of new infill construction: Buildings should replicate (reconstruct) the external design of the building that stood on that particular site during the Gold Rush era (ca. 1896-1910), when there is sound historic evidence as to the appearance of the former building. In certain instances, an alternative source for replication may be selected.

When there is insufficient historic evidence concerning the appearance of the former building to enable good replication, then new infill construction will adopt the 'Dawson Style' (explained below with the Residential Heritage Management Area and in Section 6.2)

The guidelines currently do not encourage or accept the expression of Tr'ondek Hwech'in culture and heritage through our buildings. This community building will provide shelter, healing, sanctuary, community, strength and support to those most in need and should be warm and welcoming.

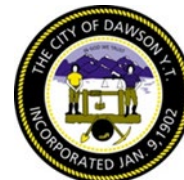


We are requesting that the plans of the building be exempted from the requirements of Gold Rush Era construction. Further, we are also look forward to participating with the City of Dawson in future heritage and cultural plans and initiatives.

Sincerely,

Peter Marangu

Housing and Infrastructure Director



Report to Council

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

☐ In Camera

SUBJECT:	Block 4, Government Reserve (Dawson City Museum) Parking Agreement	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: <u>Provided in CW 21-22 package</u>
DATE:	August 27, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw Fees and Charges Bylaw		

RECOMMENDATION

That Council direct Administration to enter into a cash-in-lieu parking agreement with the owner of Block 4, Government Reserve, as per the Fees and Charges Bylaw and s. 9 of the Zoning Bylaw.

ISSUE / BACKGROUND

The Dawson City Museum is situated on Block 4, Government Reserve and the site is able to accommodate 26 of the 27 required parking spaces. The site plan showing the 26 parking spaces is attached.

The parking requirements for this building were assessed in 2021 with development permit #21-035 for structural alterations to the building. Through this process, it was found that the applicant was not able to fit one remaining parking space on the lot and therefore requested to enter into a cash in lieu of parking agreement with the City for the 1 remaining parking space.

The request and associated documents were presented to Committee of the Whole #21-22 and a resolution was passed to forward the decision to Council to approve this agreement. Direction was also received to not forward parking agreements to Council in the future as these are to be entered into Administratively as per the Zoning and Fees and Charges Bylaws.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Municipal Act

S. 290 1. I) of the Municipal Act enables a zoning bylaw to regulate “the loading or parking facilities on land not part of a public highway”.

S. 293 of the Municipal Act enables a municipality to enter into a cash in lieu of parking agreement to exempt a property owner from parking requirements as established by a zoning bylaw.

Official Community Plan

The property is currently designated as IN – Institutional. This use conforms to the OCP designation.

Zoning Bylaw


The Zoning Bylaw #2018-19 offers three options for meeting the parking requirements:

1. Off-street parking and loading spaces are located on the same parcel as the building they serve (s. 9.2.5);
2. Off-street parking and loading spaces are located on a different parcel than the building they serve, within 500 ft of the building (s. 9.2.5);
3. Cash in lieu of onsite parking and loading: where the requirements for parking cannot be met, the owner and the City may enter into an agreement to pay the fee established in the Fees and Charges Bylaw, in lieu of providing parking (s. 9.3).

Table 9-1 (p. 47) outlines the required number of parking spaces associated with the building/property use. The Museum's parking requirements were assessed in 2021 with development permit #21-035 and it was found that 27 parking spaces are required for this use (1 per 49.98 m² of floor area for museum use + 1 per 99.96 m² of floor area for office space).

Fees and Charges Bylaw

The Fees and Charges Bylaw sets the cash in lieu of parking charge at \$3,100 per parking space; thus, the total cost for the one space is \$3100.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	August 27, 2021	



Report to Council

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

☐ In Camera

SUBJECT:	Block M Ladue Estate (Klondike Kate's) Parking Agreement	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: <u>Provided in CW 21-22 package</u>
DATE:	August 27, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw Fees and Charges Bylaw		

RECOMMENDATION

It is respectfully recommended that Council direct Administration to enter into a cash-in-lieu parking agreement with the owner of Lot 9, Block M, Ladue Estate, as per the Fees and Charges Bylaw and s. 9 of the Zoning Bylaw.

ISSUE / BACKGROUND

Klondike Kate's restaurant exists on Lot 9 and the hotel part of the business exists on Lot 10, as shown on the image below. Lots 5-8 are currently vacant, aside from two registered historic buildings: the Transport building on Lot 8 and the Mueller Electric building on Lot 5.

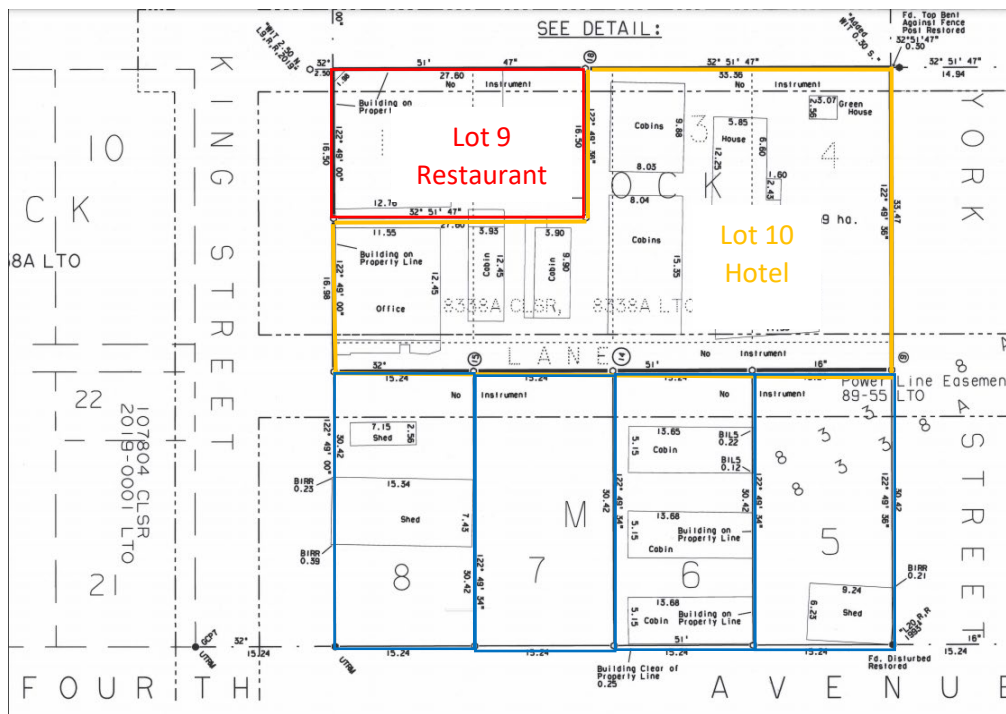


Figure 1: Context map.

In order for the restaurant use to meet the parking requirements of the Zoning Bylaw #2018-19, the owners of Klondike Kate's restaurant have 3 parking easements registered on Lots 7 and 8 Block M, Ladue Estate,

allocated to 14 parking spaces, as per the parking layout below. These parking easements are associated with the restaurant parking (10 spaces) and parking for a previously proposed townhouse development in neighboring block L (4 spaces). The proposed townhouse development could not fit parking spaces on their lot; therefore, the owners of that lot to be developed entered into an agreement with the property owner of Lot 8, Block M, Ladue Estate to use their vacant lot for parking to fulfill the parking requirements for development permit #18-049.

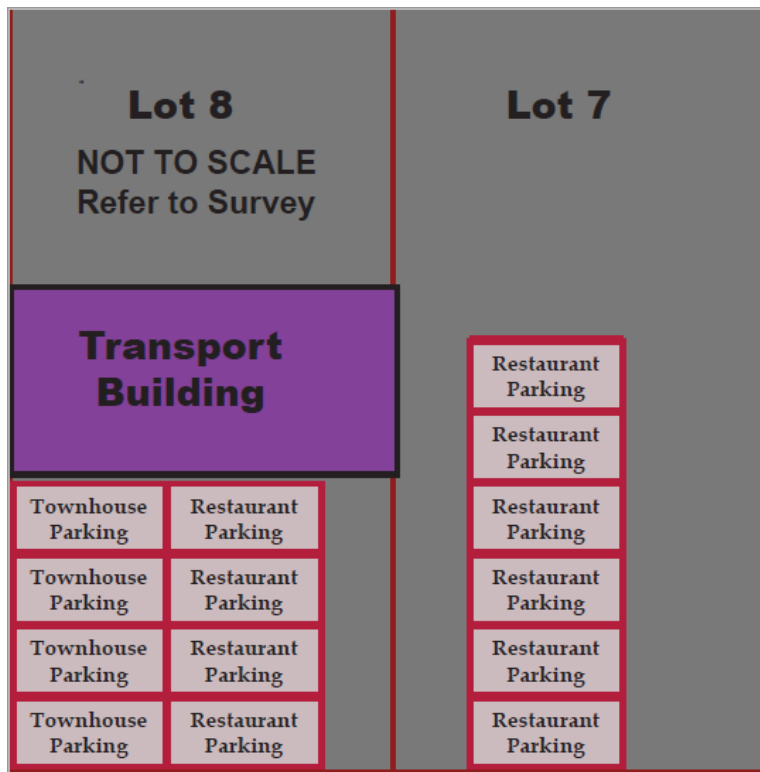


Figure 2: Existing parking configuration on Lots 7 and 8.

In order to facilitate the sale and development of lots 5-8, the property owner has requested that the parking easements be removed and wishes to enter into a cash in lieu of parking agreement with the City instead. This agreement would be for the 10 parking spaces allocated to the restaurant use. The parking spaces that are currently allocated toward the townhouse use can be removed given that the development permit for the townhouses has lapsed (lapsed in 2019) and therefore no parking is required for this property at this time.

The request and associated documents were presented to Committee of the Whole #21-22 and a resolution was passed to forward the decision to Council to approve this agreement. Direction was also received to not forward parking agreements to Council in the future as these are to be entered into Administratively as per the Zoning and Fees and Charges Bylaws.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Municipal Act

S. 290 1. I) of the Municipal Act enables a zoning bylaw to regulate “the loading or parking facilities on land not part of a public highway”.

S. 293 of the Municipal Act enables a municipality to enter into a cash in lieu of parking agreement to exempt a property owner from parking requirements as established by a zoning bylaw.

Official Community Plan

The property is currently designated as C1 – Core Commercial. 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. The proponent has been made aware that a change of use permit application and/or a development permit application should be applied for with future development.

Zoning Bylaw

The Zoning Bylaw #2018-19 offers three options for meeting the parking requirements:


1. Off-street parking and loading spaces are located on the same parcel as the building they serve (s. 9.2.5);
2. Off-street parking and loading spaces are located on a different parcel than the building they serve, within 500 ft of the building (s. 9.2.5);

3. Cash in lieu of onsite parking and loading: where the requirements for parking cannot be met, the owner and the City may enter into an agreement to pay the fee established in the Fees and Charges Bylaw, in lieu of providing parking (s. 9.3).

Table 9-1 (p. 47) outlines the required number of parking spaces associated with the building/property use. Klondike Kate's parking requirements were assessed in 2019 and it was found that 10 parking spaces are required for the restaurant use (80 seats / 8(1 parking spot per 8 seats)). None of these parking spots fit on Lot 9 because the Lot 9 parking spaces have a registered easement to provide parking for the hotel use on Lot 10. This leaves the 10 parking spots to be accounted for.

Fees and Charges Bylaw

The Fees and Charges Bylaw sets the cash in lieu of parking charge at \$3,100 per parking space. The total cost is \$3100 X 10 parking spaces = \$31,000.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	August 27, 2021	

Report to Council



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

☐ In Camera

SUBJECT:	Consolidation Application #21-031: Lots 38 and 39, Tr'ondëk Subdivision	
PREPARED BY:	Stephanie Pawluk, CDO & Stephani McPhee, PDA	ATTACHMENTS: <u>Provided in CW 21-22 package</u>
DATE:	August 27, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council grant subdivision authority to consolidate Lots 38 and 39 Quad 116 B/3 (Consolidation Application #21-031), subject to the following conditions:

- 1.1. The successful passing of a public hearing (scheduled for September 14th).
- 1.2. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
- 1.3. 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.

ISSUE / BACKGROUND

Subdivision Application #21-031 is applying to consolidate lots 38 and 39. The final lot will be 1,200m² (12,917ft²). The application was presented to Committee of the Whole #21-22 and a resolution was passed to forward the decision to Council to grant subdivision authority. The application is scheduled for a public hearing on September 14th, 2021.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Comments

Department heads have been asked to comment on this application for the purposes of assessing operational requirements such as access, lot grading, and slope stability, and at the time of writing this report, no concerns have been raised.

The application has been circulated to every property owner within a 1km radius of this property, inviting comments and questions. No comments have been received at the time of submitting this report.

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

The 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. The existing vehicle access to the site is via Joe Henry Road and this will be unaffected by the consolidation application.

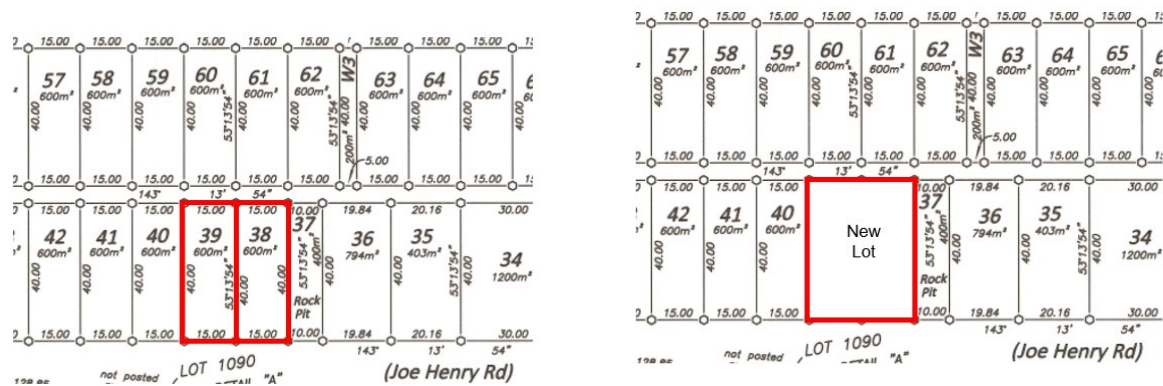


Figure 1: Existing and proposed lot configuration.

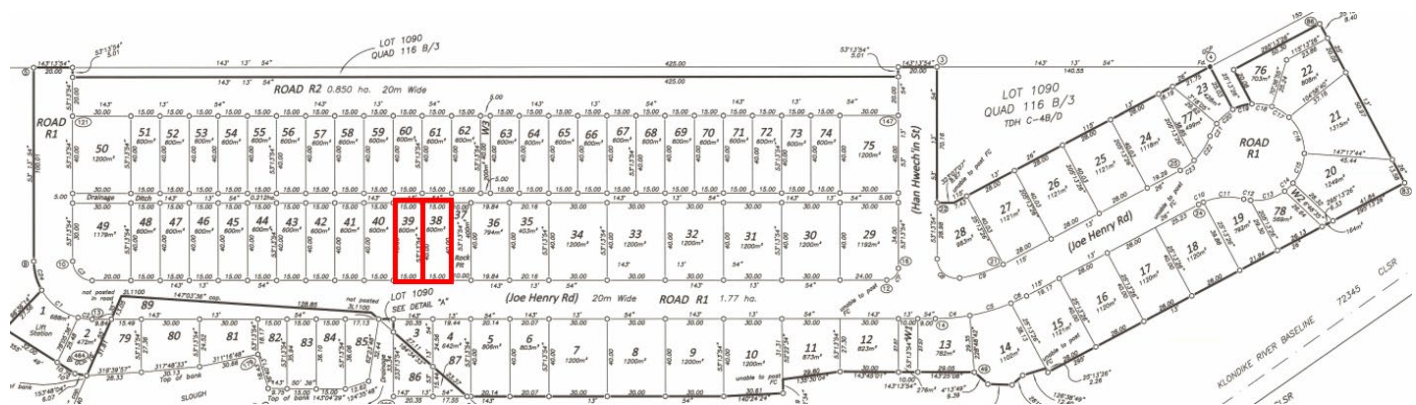



Figure 2: Context map showing location of lots under consideration within the Tr'ondëk Subdivision.

Official Community Plan

The property is currently designated as UR – Urban Residential. Uses associated with this designation include residential lots that are smaller in size than Country Residential lots. While the area predominantly consists of low- and medium-density residential uses, small-scale open spaces are also permitted in these areas. The consolidated lot 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. The property is zoned P1 – Parks & Natural Space, after the successful passing of Zoning Bylaw Amendment No. 12 which changed the zoning from R1 to P1 to facilitate the development of a new playground. The new playground was issued a development permit (#21-022) on the condition of the successful consolidation of Lots 38 and 39. The purpose of the P1 zone as per the Zoning Bylaw is to permit parks and outdoor recreation facilities. This proposed lot conforms to the Zoning Bylaw. Any future development of the proposed lots must also conform with the Zoning Bylaw.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	August 27, 2021	

Report to Council



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

☐ In Camera

SUBJECT:	Subdivision Application #21-089: Lot 1047-2 Klondike Highway	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: 1. YG Spot land approval
DATE:	August 27, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council grant subdivision authority to consolidate the land included in Disposition 2018-3280 with Lot 1047-2 (Subdivision Application #21-089), subject to the following conditions:

- 1.1. The successful passing of a public hearing (scheduled for September 14th).
- 1.2. The receipt of an 'Authority to Survey and Subdivide' letter from Land Management Branch.
- 1.3. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
- 1.4. 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.

ISSUE

Subdivision Application #21-089 is applying to consolidate the land included in Disposition 2018-3280 as outlined in Figure 1 with Lot 1047-2, in order to facilitate a lot enlargement of Lot 1047-2 Klondike Highway (NAPA).



Figure 1: Proposed consolidation: Consolidate Disposition 2018-3280 with Lot 1047-2

BACKGROUND SUMMARY

In September 2018, the property owner submitted an application for an expansion to the existing shop, at which time some existing non-compliant setbacks were identified. The existing shop was identified as non-conforming in two ways:

1. Legally non-conforming front-yard setback due to lawful construction prior to the Zoning Bylaw.
2. Non-compliant side-yard setback due to a subdivision approved in error. The setback was not identified as non-compliant by the CDO at the time, causing Council to create a non-compliant lot.

The application to build an addition was heard by the Board of Variance (#18-100 and #18-116) and confirmed that the practical difficulties that the applicant was facing met the criteria for a variance, and that no significant negative impact was identified. This legitimized the two setbacks.

In November 2018, the applicant applied to Yukon Government for a lot enlargement to resolve outstanding encroachment issues caused by a misunderstanding of property lines. The applicants have been occupying untitled Yukon Government land by using this land for parking and vehicle storage under the assumption that the occupied land was part of their titled property.

Alongside the YG spot land application, subdivision #19-027 was applied for. To facilitate consolidation application #19-027, Zoning Bylaw Amendment No. 1 (Bylaw No. 2019-06) was passed on July 15th, 2019. Subdivision application #19-027 was also approved on July 15th, 2019.



Figure 2. ZBL Configuration, as established through Zoning Bylaw Amendment No. 1

YG revised the parcel shape of the disposition, which rendered subdivision #19-027 void. This difference in the parcel shape can be seen in Figure 2.

The applicant is now wishing to finally resolve this longstanding issue by purchasing and consolidating the land (Figure 1) with their Lot 1047-2. The Yukon Government approved the revised disposition in December 2020 with the condition that subdivision approval be granted from the City of Dawson (approval letter attached). As such, the applicant is now pursuing this consolidation request to complete this process.

The application was presented to Committee of the Whole #21-22 and a resolution was passed to forward the decision to Council to grant subdivision authority.

ANALYSIS / DISCUSSION / ALIGNMENT TO OCP & STRATEGIC PRIORITIES

Comments

Department heads have been asked to comment on this application for the purposes of assessing operational requirements such as access, lot grading, and slope stability, and at the time of writing this report, no comments have been received.

The application is being circulated to every property owner within a 1 km radius of this property, inviting comments and questions. No comments have been received at the time of submitting this report.

A public hearing has been scheduled for September 14th.

Municipal Act

The 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. The existing vehicle access to the site is via the Klondike Highway and this will be unaffected by the consolidation application.

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.

Official Community Plan

The existing titled property and land included in Disposition 2018-3280 is designated as MU – Mixed Use. Uses associated with this designation primarily include a range of commercial and industrial structures. The current use conforms to this land use designation. The consolidated lot would be required to retain the same designation. Any new use or development on the proposed lots would be required to conform to the OCP designation.

Zoning Bylaw

Lot 1047-2 Quad 116B/3 North Klondike Hwy is zoned as C2 – Service Commercial. The main characteristic of a Service Commercial lot is the provision of services to local industries, specifically highway tourism. Examples of this would be auto body shops, motels and gas stations.

S. 5.1.1 of the Zoning Bylaw states that “Council shall not approve any application for the subdivision of any land within any zone or on any site where the parcels do not meet the minimum requirements prescribed for that zone”. Therefore, a zoning assessment was conducted on this lot, and no zoning discrepancies have been identified.

S. 5.1.2 states that “spot land applications and parcel enlargements can be approved at the sole discretion of Council and will not be approved by Council unless the application conforms to the long-term plan for those lands, as described in the OCP or other applicable approved plans”. Therefore, this application needs to be assessed based on the current planning work being conducted on Infill Area 2 (Figure 3).

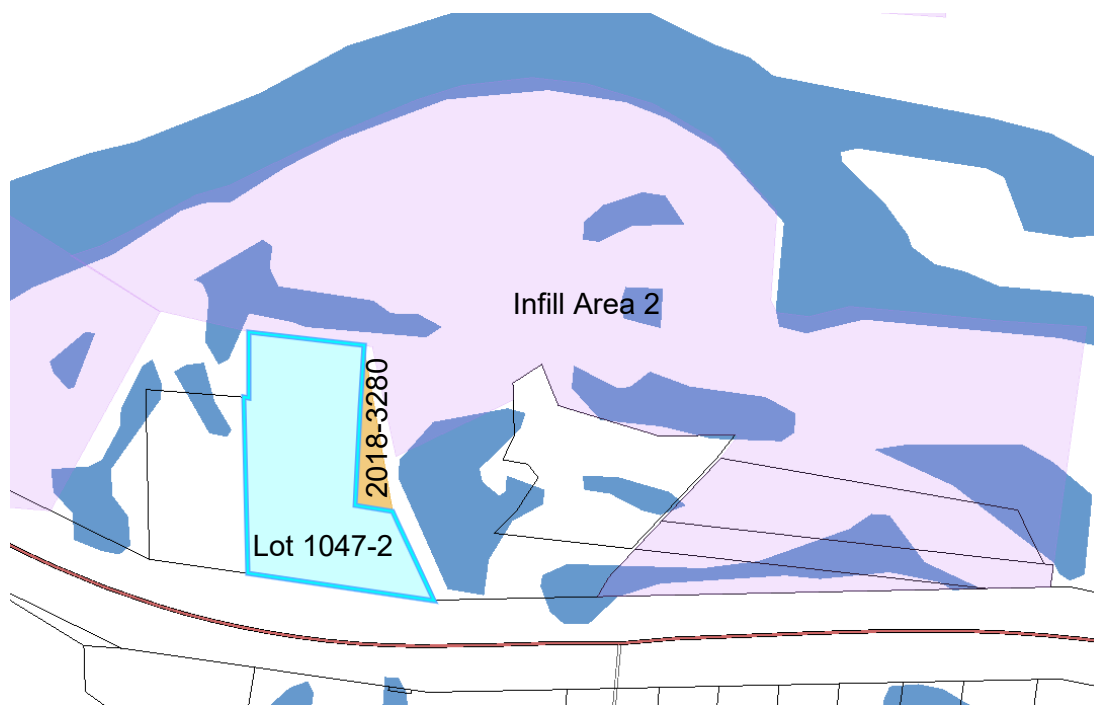



Figure 3. Context Map: Lot 1047-2, Disposition 2018-3280, and Infill Area 2

As established through the previous subdivision process, it was found that approving this enlargement would not restrict the ability to plan Industrial Infill 2 and based on context, it was determined that this enlargement is likely the best use of the land. It was previously determined by Administration that accepting this application would not hinder the ability to plan the Infill Area 2, mainly due to the location of the tailings pond. This tailings pond means that it would be challenging to create an access point or a stand-alone lot in this location, thus allowing this land to be developed as an enlargement of an existing lot may be the best use of this land. This is contextually different than other spot land applications that have been refused or tabled by Council, where the dispositions being requested could plausibly be required for safe access or new lot development. This land is not considered to be plausible or feasible for inclusion in the Infill Area 2, making the land of little value to anyone other than the applicant. LDB had previously agreed with Administration's interpretation that filling the pond for development would be costly, and that this extension would not likely impact the Infill Area 2.

Conclusion

This consolidation would resolve the concerns of the applicant including resolving the existing encroachment issues, as well as meet goals of the City including the creation of a clean property line, and would not result in the sale and consolidation of land in excess of what is needed to meet the needs of the applicant, as previous iterations of this spot land application had. Thus, it is recommended for approval.

APPROVAL		
NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	2021-08-27	



Energy, Mines and Resources
Land Management Branch (K-320)
PO Box 2703, Whitehorse, Yukon Y1A 2C6
yukon.ca/en/housing-and-property/land-and-property

File No: 2800-45-116B03/183280

DECISION LETTER

December 18, 2020

536114 Yukon Inc.
Bag 7000
Dawson City, Yukon Territory, Y0B 1G0

Dear Mr. Delgarno:

Re: Land Application # 2018-3280, Adjoining Lot 1047-2, 2012-0181 LTO, Dawson City

I would like to inform you that, following our regulatory review, your application for a lot enlargement has been approved and is subject to the following terms and conditions as determined by the Land Management Branch:

- Subdivision approval from the City of Dawson
- Prior to entering into an Agreement for Sale, 536114 Yukon Inc. must clean up and remove the debris that is located outside of Lot 1047-2 boundaries (to the north of the titled lot and to the east of the application area), as referenced on the application sketch dated September 4, 2020.

Your application did not trigger an assessment under the Yukon Environmental and Socio-Economic Assessment Act.

Please note that this Decision Letter is valid for 21 business days. Acceptance of the terms and conditions, by way of your signature at the end of this letter, must be received by the Land Management branch before 4:30 pm on January 8, 2021.

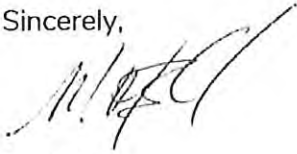
Should you not return your signed Decision Letter or initiate an appeal process by January 8, 2021, your application will be withdrawn and your file will be closed.

It is important to note that no physical work can occur on the land under application until you have received a copy of the completed Agreement for Sale.

536114 Yukon Inc.
December 18, 2020
Page 2

If you have any questions or concerns, please contact Julia Nichols at 1-800-661-0408 ext 3174
or 867-667-3174

Sincerely,



Matt Ball
Director, Land Management Branch
Energy, Mines & Resources

cc: Jeff Schuyler, Senior Natural Resource Officer, Compliance Monitoring and
Inspections, Klondike District Office
Anne-Marie Legare – Land Claims Officer, Land Management Branch
Kevin Fisher – Senior Project Manager, Community Services

To Be Completed by Applicant(s)
--

Please sign below and return to the Land Management Branch at the address above. Retain a
copy for your records.

I/WEaccept the above terms and
conditions.

Applicant Signature

Date

Witness Name and Signature

EMR Lands

Parcel of Interest

Application

Disposition

Licence

Notation

EMR Agriculture

AG Application

AG Disposition

Legal Surveys

Easements

Parcels

First Nations' Interests

Heritage Sites

Heritage Routes

Heritage Site Areas

Settlement Land (surveyed)

Settlement Land (unsurveyed)

Parks & Protected Areas

Protected Area

Territorial Park

National Park

Mining Interests

Mineral Claim

Placer Claim

Quartz Claim

N

1:1,000

0

10

20

Metres

Yukon

The waterbody base data is a graphical representation only and may differ from the actual geographical feature.

Imagery dated 1989-2020, Courtesy of Geomatics Yukon.

139°24'5"W

64°02'34"N

Mapsheet: 116B03

September 4, 2020

536114 Yukon Inc

Application for Lot Enlargement

Adjoining Lot 1047-2, 2012-0181 LTO, Dawson City

PID: 200021496

Application: 2018-3280

Initials: _____ Date: _____

Drawn by: GBGARROW Date: Sep 4, 2020



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2021-10

WHEREAS section 173 of the *Municipal Act*, RSY 2002, c. 154, and amendments thereto, provides that council may, by bylaw, establish the amount and any criteria in relation to the remuneration of a member of council (including the type of or rate or conditions for remuneration) in relation to

- (a) attendance at a council meeting or a council committee meeting;
- (b) expenses incurred in the course of attending a council meeting or a council committee meeting; or
- (c) any other expenses incurred in the course of performing any duty required to be performed by a member of council.

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

PART I - INTERPRETATION

1.00 Short Title

- 1.01 This bylaw may be cited as the ***Council Remuneration Bylaw***.

2.00 Purpose

- 2.01 The purpose of this bylaw is to provide for remuneration to be paid to the Mayor and Councillors.

3.00 Definitions

- 3.01 In this Bylaw:
- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act* (RSY 2002, c. 125) shall apply;
 - (b) “city” means the City of Dawson;
 - (c) “council” means the council of the City of Dawson.



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2021-10

PART II – APPLICATION

4.00 Annual Remuneration

- 4.01 The base annual remuneration for the Mayor for the 2021—2024 term of office shall be \$17500.74 effective from November 1st, 2021 to October 31, 2024.
- 4.02 The base annual remuneration for each Councillor during the 2021—2024 term of office shall be \$11667.26 effective from November 1st, 2021 to October 31st, 2024.
- 4.03 (a) on an annual basis, the base annual remuneration shall be adjusted by applying a factor equal to the change in Consumer Price Index (Nov.- Nov.) calculated by Statistics Canada for Whitehorse, subject to the following:
- I. annual increase shall not exceed 2.5% in any given year; and
 - II. where the Consumer Price Index indicates a negative adjustment, no adjustment shall be applied.
- (b) the adjusted base annual remuneration shall become effective on January 1st of the following calendar year.
- 4.04 Annual remuneration shall be paid bi-weekly and, where a member of council fails for any reason to serve in the respective office for a full twelve months, the remuneration shall be prorated on a bi-weekly basis for the period served.

5.00 Remuneration Review

- 5.01 During the final year of council's term of Office, council shall schedule a review of the *Council Remuneration Bylaw* and proceed to amend it as deemed advisable at that time.

6.00 Additional Payments

- 6.01 In addition to the annual remuneration provided pursuant to this bylaw, a member of council may be paid a per diem for each day the member of council is engaged in representing the City at any training session, event or meeting where such representation has been approved in advance by council resolution. The per diem shall be prorated as follows:



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2021-10

Representation	Entitlement	Amount
More than 4 hours	Full-Day	\$200.00
4 hours or less	½ Day	\$150.00

6.02 The per diem provided pursuant to this bylaw shall be paid with respect to such day or days on which a member of council:

- (a) represents the City at an approved training session, event or meeting; or
- (b) is required to be absent from the municipality for four or more hours for the purpose of travelling to and from an approved training session, event or meeting.

7.00 Expenses

7.01 Prior approval of council is required for funding or reimbursement of expenses incurred in conjunction with the travel of any member of council outside the City of Dawson.

7.02 Members of council shall be reimbursed for travel expenses in accordance with the *City of Dawson Travel Policy*.

PART III – FORCE AND EFFECT

8.00 Severability

8.01 If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder unless the court makes an order to the contrary.

9.00 Bylaw Repealed

9.01 Bylaw 2018-10, and amendments thereto, are hereby repealed.

10.00 Enactment

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



THE CITY OF DAWSON

Council Remuneration Bylaw

Bylaw No. 2021-10

11.00 Bylaw Readings

Readings	Date of Reading
FIRST	July 13, 2021
SECOND	August 3, 2021
THIRD and FINAL	

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore, CAO

Chief Administrative Officer

Report to Council



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

☐ In Camera

SUBJECT:	Zoning Bylaw Amendment No. 13 (Application #21-091)	
PREPARED BY:	Stephanie Pawluk, CDO	ATTACHMENTS: 1. Zoning Amendment Bylaw No. 13
DATE:	August 27, 2021	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council pass First Reading of Zoning Bylaw Amendment No. 13 to amend Infill Area 3 from Future Planning to Industrial.

ISSUE

The Yukon Government Land Development Branch (LDB) submitted an application to rezone Infill Area 3 that is currently zoned Future Planning to Industrial, to facilitate industrial lot development.

BACKGROUND SUMMARY

The applicant submitted zoning amendment application #21-091 on August 9th, 2021 following Council direction to pursue industrial lot development by releasing the parcel to the private sector. This Council direction was received at meeting C21-11 on April 28th, 2021 by resolution C21-11-11:

C21-11-11 Moved by Councillor Shore, seconded by Mayor Potoroka that Council direct administration to pursue the potential option of releasing a raw land parcel (Infill #3) to the private sector for development.

Motion Carried 5-0

Work done by the LDB on Infill Area 3 includes environmental, geotechnical and heritage feasibility work. This work yielded results that influenced the parcel shape that has been applied for in this application. Infill Area 3 initially included the area as depicted in Figure 1, prior to these studies being conducted. The parcel shape that is included in this rezoning application and that will go out to tender for private development is depicted in Figure 2.

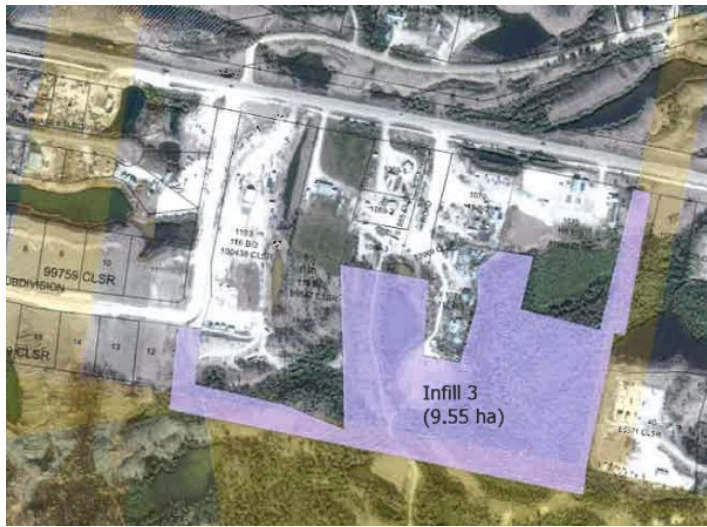


Figure 1: Infill Area 3 from 2019 Map

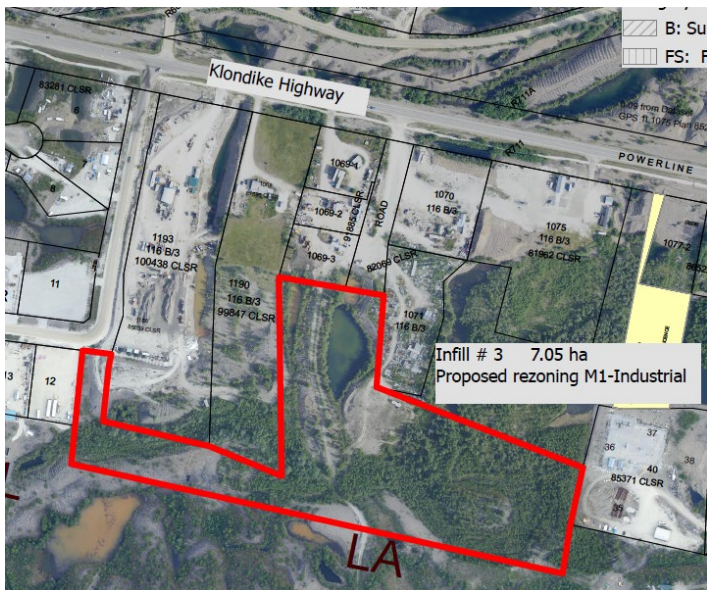


Figure 2: Infill Area 3 to be Rezoned and Developed

The application and supporting documentation was presented to Committee of the Whole #21-22 and a resolution was passed to forward the decision to Council to give First Reading to Zoning Amendment Bylaw No. 13.

ANALYSIS / DISCUSSION

Comments

Department heads have been asked to comment on this application for the purposes of assessing operational requirements and impacts, and at the time of writing this report, no concerns have been raised.

Municipal Act

S. 289(2) of the *Municipal Act* states:

The council of a municipality shall not pass a zoning bylaw or any amendment thereto that does not conform to the provisions of an existing official community plan.

Therefore, this report will consider whether the proposed amendment is consistent with the OCP. Further, sections 294-296 (along with S. 17(5) of the ZBL) outline the process required for public consultation for a zoning bylaw amendment. A public hearing is scheduled to be held on September 14th, 2021, and if substantial concerns are raised, the application will be forwarded to Committee of the Whole for discussion.

Official Community Plan

The property is currently designated as MU – Mixed Use. S.6.2 of the OCP explains the intent of this land use designation:

“an integrated 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.”

This OCP land use designation supports this lot being zoned for Industrial use. New lots would retain the same designation, any development on the proposed lot would be required to conform to this designation.

Zoning Bylaw

The Zoning Bylaw is intended to implement the goals of the OCP. The property is currently zoned FP - Future Planning. This application intends to change the FP zoning to M1 -Industrial. The purpose of the FP zone is to:

“preserve land as open space until such time as the land is required for development, and to identify potential future growth areas in the community. These areas may be suitable for one or more different land use designations. To determine the suitability of the areas for future development, additional planning must be completed.”

The need for Industrial lots has been identified and LDB has conducted feasibility studies to assess the suitability of lot development, in line with the intent of the Future Planning zone. This project is now at the point where a zoning change is required to proceed from the planning stage to the development stage.

The purpose of the M1 zone as per the Zoning Bylaw is to:

“permit industrial activities that provide industrial services, light manufacturing, warehousing, and storage. Permitted residential uses in this district are secondary to the principal industrial use.”

Zoning Bylaw Amendment No. 6 (Bylaw #2019-17)

This zoning map amendment overlaps with recently passed Zoning Bylaw Amendment No. 6, which allows for time limited zoning of the parcel. The overlap is small; however, it is important to note that this zoning amendment would permanently zone that overlap as Industrial.

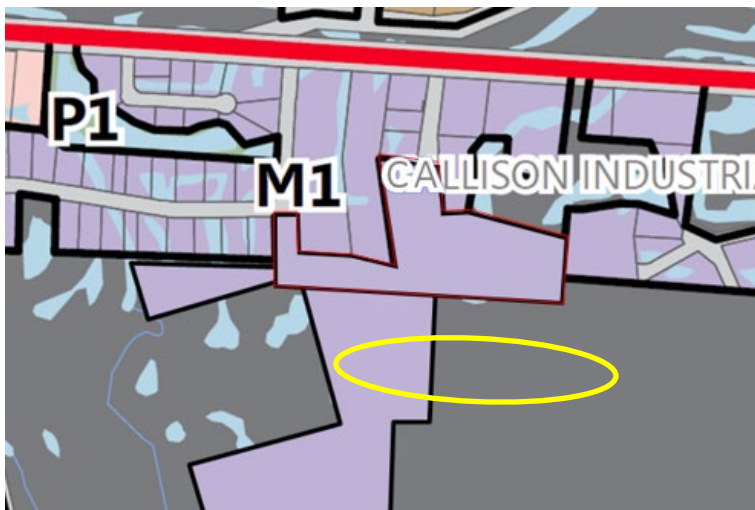


Figure 3: Overlap with time limited industrial zoning amendment (Zoning Bylaw Amendment No. 6)

Parcel Shape

LDB provided an overview of the environmental, geotechnical and heritage feasibility work that led to the removal of the north-east section of the original parcel. It was primarily geotechnical and environmental findings, with some influence from heritage findings that led to this decision.

Environmental

There are off-site areas with environmental concerns (hydrocarbon containers and fuel storage containers) “directly on the East edge of the junkyard above the eastern body of water”. LDB discussed with YG Department of Environment, from which it was decided that it was most appropriate to avoid this area for

development due to the potential of the eastern pond being contaminated. Of note, YG is completing some work this fall to remove the AST (above ground storage tank) indicated on Figure 4, conduct spot sampling, and excavate any contaminated soil resulting from sampling.



Figure 4: Environmental Feasibility Findings

Geotechnical

The geotechnical work found that the north-east section of the original parcel is not suitable for development, as displayed in the map from the geotechnical report in Figure 5. This area was found to have poor ground conditions related to the presence of seasonal drainage courses, poorly draining soils, presence of organic deposits, and potential presence of permafrost. All these factors contributed to the report deeming this specific section as unsuitable for lot development. Developing this specific area would likely be very cost-prohibitive to a developer to bring it to a development standard.

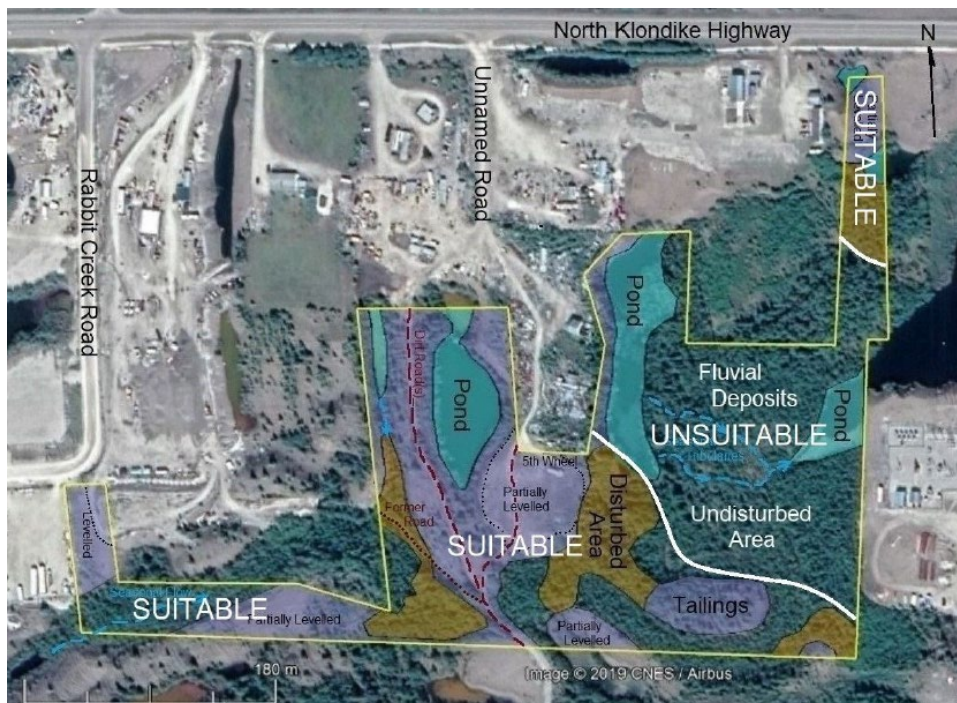


Figure 5: Geotechnical Feasibility Findings

Heritage

The following is an excerpt from the heritage feasibility findings:

“This review identified one area of elevated archaeological potential for surface/subsurface archaeological resource sites. This area of elevated potential for undocumented surface/subsurface archaeological resource sites is associated with an undisturbed raised landform. The majority of previously recorded Precontact and Historic sites in the greater Dawson area are in proximity to the main waterways, waterbodies, previous mining claims, and the Klondike Highway. Other common types of sites include areas of traditional use activities represented by the remains of cabins,

trapping, hunting, temporary habitation and use sites, trails, CMTs, and isolated finds. Additionally, there is moderate potential for surficial historical, archaeological, and paleontological materials associated with previous mining activities and/or disturbed by these activities.”

The findings yielded the potential for heritage value in the area shaded pink in the Figure 6 map below.



Figure 6: Heritage Feasibility Findings

LDB selected Rabbit Creek Road as the access point instead of the existing right of way to the north of the parcel (Figure 7) on account of encroachments, the need to fill in the large pond that exists between this right of way and the parcel and the associated need to conduct a fish habitat assesment, the need to upgrade the right of way in order to meet HPW standards, and potential environmental issues from adjacent properties.



Figure 7: Existing Road Right of Way to the North of the Parcel.

OPTIONS

1. Pass First Reading of Zoning Bylaw Amendment No. 13 to amend Infill Area 3 from Future Planning to Industrial; OR
2. Do not pass First Reading of Zoning Bylaw Amendment No. 13 to amend Infill Area 3 from Future Planning to Industrial.

APPROVAL

NAME: Cory Bellmore, CAO

DATE: 2021-08-27

SIGNATURE:

C. Bellmore



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 13 Bylaw

Bylaw No. 2021-12

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

WHEREAS section 289 of the Municipal Act provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the Municipal Act provides for amendment of the Zoning Bylaw;

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

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the ***Zoning Bylaw Amendment No. 13 Bylaw***.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

(a) An amendment to the Zoning Bylaw from FP: Future Planning to M1: Industrial.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 13 Bylaw

Bylaw No. 2021-12

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THE CITY OF DAWSON

Zoning Bylaw Amendment No. 13 Bylaw

Bylaw No. 2021-12

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) “city” means the City of Dawson;
- (c) “council” means the Council of the City of Dawson;

PART II – APPLICATION

4.00 Amendment

- 4.01 This bylaw amends a section of Crown Land from FP: Future Planning to M1: Industrial in the Zoning Bylaw Schedule B: Valley, Confluence, and Bowl, as shown in Appendix A of this bylaw.

PART III – FORCE AND EFFECT

5.00 Severability

- 5.01 If any section, subsection, sentence, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder unless the court makes an order to the contrary.

6.00 Enactment

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



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 13 Bylaw

Bylaw No. 2021-12

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

Wayne Potoroka, Mayor

Presiding Officer

Cory Bellmore, CAO

Chief Administrative Officer

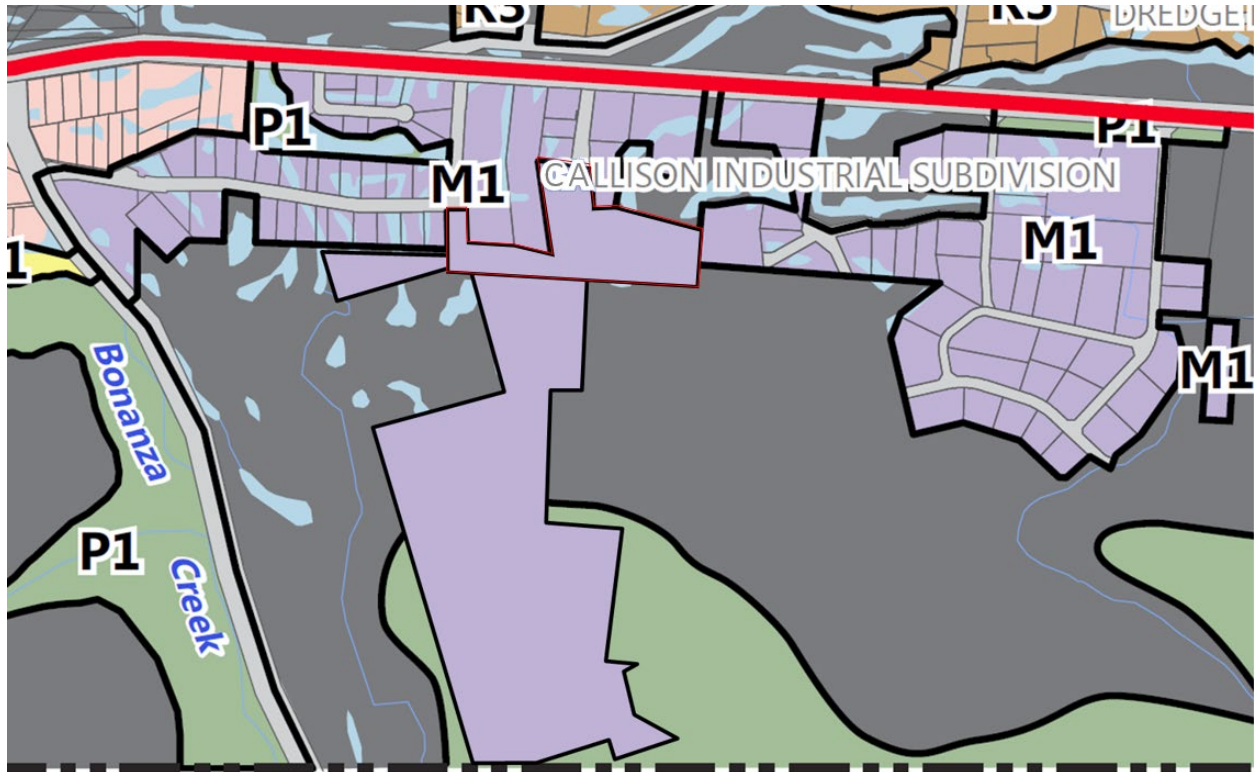


THE CITY OF DAWSON

Zoning Bylaw Amendment No. 13 Bylaw

Bylaw No. 2021-12

Figure 2. Amended area





City of Dawson

Flagpole Protocol Policy

#2021-01

POLICY STATEMENT

The National Flag of Canada and the flag of the Yukon, City, and Tr'ondëk Hwëch'in are symbols of honour and pride. This policy sets guidelines for the City of Dawson to ensure we treat flags we display with respect and follow customs and etiquette recommended by other orders of government.

1.00 Purpose

To establish the process for ensuring proper protocol for Canadian, Territorial, City, and First Nation and Other flags is followed by the City of Dawson.

2.00 Displaying Flags

- 2.01 Flags should always be shown, represented, or used in a dignified manner. They should not be used as a table or seat cover, to mask boxes or other items or to cover a statue, monument or plaque for an unveiling ceremony.
- 2.02 City, territorial, Canadian, and special occasion flags are flown or displayed at city hall and during special events. Care should be taken that the following practice is followed:
 - a) The National Flag of Canada takes precedence over all other flags. No other flag should be flown at a higher height than the National Flag. It should be raised first and lowered last unless all are being raised and lowered simultaneously.
 - b) When the National Flag is flown with one other flag it should be on the left of an observer facing the flags.
 - c) When three flags are displayed, the National Flag should be at the centre.
 - d) When there are more than three flags in a group, the National Flag should be flown on the left of an observer facing the flags.

3.00 Flags Flown at Half-Mast for Mourning

- 3.01 To half-mast the flag as a sign of mourning, the flag is brought to the half-mast position by first raising it to the top of the mast and then immediately lowering it slowly to the half-mast position.
- 3.02 The Canadian Department of Heritage provides direction as to occasions when the National Flag is to be flown at half-mast.
- 3.03 The Yukon Premier approves occasions when all Yukon Flags will fly at half-mast apart from those occasions dictated by national protocol.
- 3.04 A list of occasions and annual dates when flags are flown at half mast is included in Schedule A.

4.00 Special Occasion Flags

- 4.01 The City of Dawson may fly special occasion flags to celebrate a particular date or event of significance to the City. When new occasions with flags arise, the Mayor in consultation with council, will decide which flags will be flown for special occasions.
- 4.02 Community groups and organizations may request their flag be flown to raise public awareness of an initiative or event. When this type of flag is flown, it replaces the City of Dawson flag from the group of flags flown at City Hall.

5.00 Disposal of Flags

- 5.01 When a flag becomes tattered or faded and is no longer in a suitable condition for use, it should be destroyed in a dignified way by burning it privately.

6.00 Responsibilities and Procedures

- 6.01 Flag on the four flagpoles at City Hall are raised and lowered by the Fire Chief, Fire Department personnel, or the CAO.
- 6.02 The CAO, based on information received from the Executive Council Office of the Government of Yukon, will advise on occasions on which the flags are to be flown at half-mast.
- 6.03 Flags flown for special occasions, groups or events will be flown on the flagpole reserved for the City flag. At no time will the National Flag be replaced by a special occasion flag.
- 6.04 The City of Dawson will:
- a) maintain a supply of Canadian, territorial, City and other flags for use by departments or community groups.
 - b) respond to requests from community groups to fly their flags during special events and will advise the Fire Department of details.
 - c) arrange for replacement and disposal of flags which are faded, tattered, soiled and unfit for service.
- 6.05 The Mayor, in consultation with council if time permits, will have the authority to make a decision on any flag protocol not covered in the policy.

POLICY TITLE: *Flagpole Protocol Policy*

POLICY #: 2021-01

EFFECTIVE DATE: August 31, 2021

ADOPTED BY COUNCIL ON: August 31, 2021

RESOLUTION #:

Original signed by:

SCHEDULE A

Flags will be flown at half-mast on the following days:

April 28	National Day of Mourning for Persons Killed or Injured in the Workplace. Flags are half-masted from sunrise to sunset.
November 11	Remembrance Day. Flags are half-masted from 11:00 am to sunset.
December 6	National Day of Remembrance and Action on Violence Against Women. Flags are half-masted from sunrise to sunset.

Occasions for half-masting flags:

Flags will be flown at half-mast after the passing of people who hold the following positions:

- Commissioner of the Yukon (current and former)
- Premier of the Yukon (current and former)
- Klondike MLA (current and former)
- Yukon MP (current and former)
- Yukon Senator (current and former)
- Tr'ondëk Hwëch'in Chief (current and former)
- Tr'ondëk Hwëch'in Council member (current and former)
- City of Dawson Mayor (current and former)
- City of Dawson Council member (current and former)