



THE CITY OF DAWSON

AGENDA - COUNCIL MEETING #C22-22
WEDNESDAY, November 2, 2022 at 7:00 p.m.
Council Chambers, City of Dawson Office

Join Zoom Meeting

<https://us02web.zoom.us/j/85769630400?pwd=dFQwZ2M2ci9RMWhmQUFYREFadUIZQT09>

Meeting ID: 857 6963 0400

Passcode: 941733

- 1. CALL TO ORDER**
- 2. ADOPTION OF THE AGENDA**
 - a) Council Meeting Agenda #C22-22
- 3. DELEGATIONS & GUESTS**
 - a) Poppy Presentation
- 4. PROCLAMATION**
 - a) World Kindness Day-November 13th
- 5. ADOPTION OF THE MINUTES**
 - a) Council Meeting Minutes C22-21 of October 5, 2022
- 6. BUSINESS ARISING FROM MINUTES**
- 7. FINANCIAL & BUDGET REPORTS**
 - a) Accounts Payables 22-19 Cheques #58323-58373
 - b) Accounts Payable 22-20 & Cheques 58374 – 58437 & EFT's
- 8. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
 - a) Request for Decision: Consolidation Application #22-060 Lots 11 and 12, Block S, Ladue Estate
 - b) Request for Decision: Consolidation Application #22-093 Lots 5 and 6, Block X, Ladue Estate
 - c) Request for Decision: Subdivision Application #22-104 Lots 8-1 and 8-2, Dredge Pond Subdivision
 - d) Request for Decision: Subdivision Application #22-114 Lots 14 and 15, Block 14, Government Reserve Addition
 - e) Request for Decision: Subdivision Application #22-122 Lot 23, Guggieville Industrial Subdivision
 - f) Request for Decision: AMFRC Concession Services Award
 - g) Community Grants and Rec Board Member Appointments
 - h) KVA and AYC Council Member Appointments
 - i) Better Building Program
 - j) Transfer of Title: Lot 40 Dome Road Subdivision
 - k) RFD: Community Grants: September Intake
 - l) RFD: Midnight Dome Summit Trail Design and Build Contract Award
 - m) Lagoon Update
 - n) Rec Centre Update
- 9. BYLAWS & POLICIES**
 - a) 2022 Annual Operating Budget and Capital Expenditure Program Amendment No. 1 Bylaw (2022-18)- 3rd Reading
 - b) Official Community Plan Amendment No. 9 Bylaw (2022-09)- Third Reading
 - c) Zoning Bylaw Amendment No. 18 Bylaw (2022-11)-Third Reading
 - d) 2022 Permanent Road Closure No. 1 Bylaw (2022-19)-First Reading
- 10. CORRESPONDENCE**
 - a) Currie Dixon, Chair, Standing Committee on Public Accounts RE: Yukon Housing Corp. Auditor General Report
 - b) Curtis Shaw, President, Northwestel RE: Communications Outage
 - c) Minister Clarke RE: Raised Dawson City Issues
 - d) Felix Munger, Canadian Municipal Network on Crime Prevention RE: 2022 Conference
 - e) RCMP Monthly Policing Report- July
 - f) RCMP Monthly Policing Report- August
- 11. BUSINESS ARISING FROM CORRESPONDENCE**
- 12. PUBLIC QUESTIONS**
- 13. IN CAMERA**
 - a) Legal Related Matter
- 14. ADJOURNMENT**

PROCLAMATION

World Kindness Day

November 13, 2022



Whereas World Kindness Day is a global day that promotes the importance of being kind to each other, yourself and the world, and

Whereas The City of Dawson wishes to recognize the impact on the health and wellbeing of the giver and receiver of acts of kindness, and

Whereas The City of Dawson wishes to promote good deeds and pledging acts of kindness from individuals and organizations.

Therefore I, William Kendrick, as Mayor of the City of Dawson, Yukon Territory, do hereby proclaim *November 13, 2022*, to be
"World Kindness Day"

in the City of Dawson, Yukon Territory, and I commit this observance to the people of the City of Dawson. I further encourage all Dawsonites engage in simple acts of kindness towards yourselves, each other and to the beautiful land on which we live.

Mayor William Kendrick
Dated this 2 day of November, 2022.

MINUTES OF SPECIAL COUNCIL MEETING C22-21 of the Council of the City of Dawson held on Wednesday, October 5, 2022 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

Mayor William Kendrick
Councillor Julia Spriggs
Councillor Alexander
Somerville

REGRETS:

Councillor Brennan Lister
Councillor Patrik Pikálek

ALSO PRESENT:

CAO: Cory Bellmore
EA: Elizabeth Grenon

	1	Call To Order The Chair, Mayor Kendrick called Council meeting C22-21 to order at 7:00 p.m.
C22-21-01	2	Adoption of the Agenda Moved By: Mayor Kendrick Seconded By: Councillor Somerville That the agenda for Council meeting C22-21 of October 5, 2022 be adopted as amended. CARRIED 3-0 - Add In Camera Personnel related matter
	3	Adoption of the Minutes
C22-21-02	3.1	Council Meeting Minutes C22-20 of September 21, 2022 Moved By: Councillor Somerville Seconded By: Councillor Spriggs That the minutes of Council Meeting C22-20 of September 21, 2022 be approved as presented. CARRIED 3-0
	5	Special Meeting, Committee, and Departmental Reports
C22-21-03	5.1	RFD: Subdivision Application #22-099 (Callison Infill Lot) Moved By: Mayor Kendrick Seconded By: Councillor Somerville That Council grant subdivision authority to create the proposed infill lot in Callison Industrial Subdivision (Subdivision Application #22-099), subject to the following conditions: 1. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval. 2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision. CARRIED 3-0

C22-21-04	5.2	RFD: Admin and Public Works Building Heating Fuel Moved By: Mayor Kendrick Seconded By: Councillor Somerville That Council direct Administration to pursue a propane/heat pump system and continue to investigate the feasibility of a biomass system for the administration and public works buildings. CARRIED 3-0 - Council wanted to clarify on a point raised in the Request for Decision regarding Council postponing the award of “this contract” at the May 2022 meeting. Council didn’t want to award a tender for an amount of money where they didn’t even know what they were getting and there were issues with the background information at that time.
C22-21-05	5.3	Information report: New Rec Centre Update Moved By: Councillor Somerville Seconded By: Councillor Spriggs That Council accept the New Recreation Centre Facility Update as information. CARRIED 3-0
C22-21-06	6	Correspondence Moved By: Mayor Kendrick Seconded By: Councillor Somerville That Council acknowledge receipt of the following correspondence: a) Heritage Advisory Committee Minutes #HAC 22-14 b) Carol McBride RE: World Kindness Day Proclamation- November 13th c) Minister Mostyn RE: Dawson City Recreation Centre d) Greg Hakonson RE: Wastewater Lagoons e) Minister Pillai RE: Request for Support in Developing a Municipal Inventory of Historic Sites f) Yukon Surface Rights Board RE: 2021-2022 Annual Report, for informational purposes. CARRIED 3-0
7	Business Arising from Correspondence	
C22-21-07	7.1	Carol McBride RE: World Kindness Day-November 13th Proclamation Moved By: Mayor Kendrick Seconded By: Councillor Spriggs That Council forward to the Territorial Commissioner the request to annually designate November 13th as World Kindness Day in the Yukon Territory. CARRIED 3-0 - Councillor Somerville will contact the Territorial Commissioner regarding the request to annually designate November 13th as World Kindness Day.
8	In Camera	
C22-21-08	8.1	In Camera-Move to Committee of the Whole Moved By: Mayor Kendrick Seconded By: Councillor Somerville 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 personnel related matter. CARRIED 3-0

C22-21-09 **8.2** **Revert to Council from COW**
Moved By: Councillor Somerville
Seconded By: Councillor Spriggs

That Committee of the Whole revert to an open session of Council to proceed with the agenda.
CARRIED 3-0

C22-21-10 **9** **Adjournment**
Moved By: Councillor Somerville
Seconded By: Councillor Spriggs

That Council Meeting C22-21 be adjourned at 7:44 p.m. with the next regular meeting of Council being November 2, 2022.
CARRIED 3-0

THE MINUTES OF COUNCIL MEETING C22-21 WERE APPROVED BY COUNCIL RESOLUTION #C22-22-XX AT COUNCIL MEETING C22-22 OF NOVEMBER 2, 2022.

William Kendrick, Mayor

Cory Bellmore, CAO

The City of Dawson
Cheque Run 22-19
9/23/2022

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
58323	Transition Industries	\$59,850.00		REC	ContSvs-Hammarstrand
58324	536006 Yukon (The Bunkhouse)	\$3,325.40		REC	Lodging-Volunteerism Prog
58325	Advance North Mechanical	\$1,178.56	\$492.84	PW	VehR&M
			\$685.72	REC	VehR&M
			\$1,178.56		
58326	AFD Petroleum Ltd	\$1,426.09		All	VehFuel
58327	Air North Partnership	\$425.70	\$109.14	PW	Freight
			\$61.90	REC	Freight
			\$128.43	PW	Freight
			\$126.23	PW	Freight
			\$425.70		
58328	Annabelle's Noodle House	\$414.76		REC	Volunteerism Program
58329	Arctic Inland Resources Ltd.	\$1,066.69	\$98.11	REC	BldgR&M
			\$112.24	REC	Volunteerism Program
			\$736.26	PW	Brdwalk
			\$67.30	REC	OpSupp-Crocus
			\$52.78	REC	OpSupp
			\$1,066.69		
58330	Armstrong, Jacob	\$18,750.00	\$13,550.00	REC	Bike Racks & Signage
			\$3,100.00	REC	Signage
			\$2,100.00	REC	Sign-Crocus LkOut
			\$18,750.00		
58331	Bellmore, Cory	\$937.65		ADM	AYC Board Meeting
58332	Bonanza Klondike Inc.	\$124.45		REC	OpSupp-Fuel
58333	Bonton & Co.	\$1,310.52		REC	Volunteerism Program
58334	Bouzane, Kim	\$630.00		PW	ContSvc - house leveling-water issue
58335	Brenntag Canada Inc.	\$1,060.14		PW	Chemicals
58336	Bureau Veritas	\$216.93		PW	WtrSampling
58337	Canadian Ramp Company	\$109,522.57		REC	Skate Park equipment and install
58338	Dancing Moose Gifts	\$18.40		ADM	Promo-SpcEvt
58339	Dawson City General Store	\$600.68	\$403.54	ADM	OffSupplies
			\$119.33	REC	Volunteerism Program
			\$77.81	REC	ProgSupp
			\$600.68		
58340	Dawson Hardware Ltd.	\$1,671.84	\$450.67	PW	OpSupp-WS
			\$378.98	PW	JaniSupp
			\$141.21	REC	OpSupp-Garden
			\$97.31	PW	NonCapEquip
			\$89.69	REC	OpSupp
			\$16.53	REC	BldgR&M
			\$45.33	ADM	BldgR&M
			\$32.97	ADM	OffSupp
			\$36.37	REC	Volunteerism Program
			\$161.56	REC	VehR&M
			\$51.20	ADM	OffSupp

The City of Dawson
Cheque Run 22-19
9/23/2022

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
			\$105.80	PW	OpSupp
			\$64.22	PW	OpSuppWM
			\$1,671.84		
58341	Dawson City Slo-pitch Assoc.	\$1,360.00	\$850.00	REC	CommGrant
			\$510.00	REC	RECGrant
			\$1,360.00		
58342	Eldorado Hotel	\$360.00		PS	Promo-SpcEvt
58343	Emco Corporation	\$1,358.79		REC	BldgR&M
58344	Gammie Trucking Ltd.	\$375.38		REC	ContSvs
58345	Greenwood Engineering	\$7,021.67		PW	WtrMtrProgram
58346	Grenon Enterprises Ltd.	\$7,691.25	\$420.00	PW	OpSupp NESTock
			\$341.25	REC	ContSvs-ArenaLvl
			\$420.00	REC	ContSvs-Crocus
			\$1,296.75	PW	ContSvsAug28-Se3
			\$630.00	PW	ContSvs-Stockpile
			\$1,433.25	PW	Grader-Sept 4-10
			\$3,150.00	PW	HvyEqR&M
			\$7,691.25		
58347	Humane Society Dawson	\$3,650.00		PS	ContSvs-4th Quarter
58348	Infosat Communications	\$79.25		PS	SatPhone
58349	Juliette's Manor	\$2,450.00		ADM	StaffAccommodations
58350	King, Amanda	\$39.60		ADM	ReimbSpcEvtPromo
58351	Klondike Dev. Organization	\$35,000.00		ADM	Annual grant
58352	Klondike Printing	\$1,062.60		REC	PromoClothing
58353	Manitoulin Transport	\$2,012.65	\$355.14	PS	Freight
			\$1,614.08	PW	Freight
			\$43.43	REC	Freight
			\$2,012.65		
58354	Masserey, Mike	\$2,261.30	\$1,096.35	PS	Reimburse-supplies
			\$1,164.95	PS	FF Conference
			\$2,261.30		
58355	Maximillian's	\$94.36	\$88.07	REC	ProgSupp
			\$6.29	PW	OpSupp
			\$94.36		
58356	Murray, Karen	\$10,000.00	\$5,000.00	PL&D	Refund Dev Permit
			\$5,000.00	PL&D	HeritageIncentive
			\$10,000.00		
58357	Northern Superior	\$298.93	\$38.03	PW	NonCapEquip-RecCtre
			\$23.52	PW	OpSupp
			\$237.38	PW	HvyEquipR&M
			\$298.93		
58358	Northwestel Inc.	\$5,535.06		ALL	Phone
58359	Pacific Northwest Moving	\$442.06		REC	Freight
58360	Pitney Works	\$4,566.81		ADM	Postal Mtr TopUP
58361	Raven's Nook	\$561.75		PW	SafetyGear

The City of Dawson
 Cheque Run 22-19
 9/23/2022

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
58362	Recreation & Parks Assoc	\$2,000.00		REC	ProFees
58363	Rudis, Ben (boxing ring)	\$4,995.00	\$1,000.00	REC	CommGrant
			\$3,995.00	REC	REC Grant
			\$4,995.00		
58364	Smith Cameron Pump	\$33,264.00		PW	OpSupp (water plant filters)
58365	Shandler, Byrun	\$200.00		ADM	CoD HOG
58366	Taylor, Clinton	\$2,280.72		ADM	Overpayment on Prop Tx
58367	Adamson, Christopher C.	\$2,100.00		REC	Log Benches
58368	The Chickweeders	\$7,087.50		REC	ContSvs-Horticulture
58369	Tornado Global Hydrovacs	\$1,164.12		PW	HvyEqR&M
58370	White Ice (1995) Ltd.	\$2,054.82		REC	OpSupp-Arena
58371	WSP Canada Inc	\$4,549.65	\$3,840.90	REC	BldgR&M-Arena
			\$708.75	ADM	ProFeesStrucUG
			\$4,549.65		
58372	Yukon Energy Corporation	\$21,469.68	\$3,165.75	PW	SE12 Street Lights
			\$18,303.93	ALL	Main Power
			\$21,469.68		
58373	Yukon Disc	\$3,935.40		REC	ContSvs - project

The City of Dawson
Cheque Run 22-20
10/7/2022

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
	Various banks #58374 to #58396	\$29,426.16		ADM	RRSP 18-19-20
58397	Tangerine Technologies	\$3,027.15		ADM	IT NtwkSupp
58398	Grainger Canada	\$1,987.65		PW	OpSupp
58399	Air North Partnership	\$107.55		PW	Freight
58400	Arctic Inland Resources Ltd.	\$125.56	\$52.84	REC	OpSuppPk&Grnsp
			\$72.72	PW	BldgR&M
			\$125.56		
58401	Aurora Inn	\$317.51		REC	RuggedApprentice
58402	BHB Mini Storage	\$105.00		ADM	ArchiveStorage
58403	Bonanza Klondike Inc.	\$30.29		PW	Fuel-Propane
58404	Bonanza Market	\$2,811.33	\$1,190.45	M&C	Promo-SpEvt
			\$523.87	ADM	Promo-SpEvt
			\$938.90	REC	RugApp
			\$105.62	REC	ProgSupp
			\$52.49	ADM	OffSupp
			\$2,811.33		
58405	CIMCO Refrigeration	\$4,751.25		REC	BldgR&M-Arena
58406	Dawson City General Store	\$270.29	\$146.46	ADM	OffSupp
			\$123.83	REC	ProgSupp
			\$270.29		
58407	Dawson Hardware Ltd.	\$1,373.13	\$103.98	REC	SafetySupp
			\$261.78	REC	BldgR&M
			\$140.77	PW	NonCapEquip
			\$47.23	REC	SafetySupp
			\$50.06	REC	OpSupp Pk&Grns
			\$116.07	REC	EquipR&M
			\$302.06	REC	BldgR&M
			\$56.67	REC	BldgR&MMinto
			\$223.65	PW	OpSupp
			\$70.86	REC	ProgSupp
			\$1,373.13		
58408	Duncan's Limited	\$79.22		ADM-PW	MoosehideSlideMonitoring
58409	Eecol Electric Corp	\$210.00		REC	BldgR&M-Minto
58410	Flowpoint Environmental	\$1,149.75		ADM	IT Water+Prog
58411	Gold Rush Inn	\$193.20		M&C	Accommodations
58412	Graf Enviro Services Inc.	\$3,425.62		PW	ContSvs-Brushwork
58413	Grenon Enterprises Ltd.	\$19,852.35	\$18,755.10	PW	ContSvs-WinterMix Stockpile
			\$131.25	PW	ContSvs-Quigley Yardwork
			\$966.00	REC	ContSvs-Garden
			\$19,852.35		
58414	Klondike Office Systems	\$625.91	\$42.08	REC	CopyCount
			\$521.00	ADM	CopyCount
			\$62.83	PW	CopyCount
			\$625.91		
58415	Klondike Visitors Association	\$21,347.66		REC	Outdoor rink
58416	Klondike Printing	\$1,141.35		ADM	Printing

The City of Dawson
Cheque Run 22-20
10/7/2022

Cheque Number	Vendor Name	Cheque Amount	Detail	Dept	Description
58417	Lifesaving Society	\$95.00		REC	Certification-Lifeguard
58418	Mackenzie Petroleum Ltd	\$140.00		PW	Propane
58419	Manitoulin Transport	\$636.25	\$381.32	ADM	Freight
			\$254.93	PW	Freight
			\$636.25		
58420	Stephani McPhee	\$1,469.25		ADM-PL&D	ProFees&Memberships
58421	Nordique Fire Protection	\$4,650.30	\$236.25	ADM	AnnInspect-Cert FireExt
			\$1,316.12	PW	AnnInspect-Cert FireExt
			\$1,407.47	REC	AnnInspect-Cert FireExt
			\$580.08	PS	AnnInspect-Cert FireExt
			\$818.48	PW	GasDetectCalibration
			\$291.90	PW	GasDetectCalibration
			\$4,650.30		
58422	Northern Superior Mechanical	\$455.62	\$381.61	PW	HvyEquipR&M
			\$74.01	PW	VehR&M
			\$455.62		
58423	Northlands Water & Sewer	\$22,340.05		PW	Operating Supplies
58424	Pacific Northwest Moving	\$51.51		ADM	Freight
58425	Passafiume, Dr. Daniel	\$105.00		PS	ProFees-Medical
58426	Pawluk, Stephanie	\$996.75		ADM-PL&D	ProFees&Memberships
58427	Robert Service School	\$300.00		ADM	YearBookAdv
58428	Robitaille, Paul	\$313.73		REC	Maintenance - greenspace
58429	Tenaquip Ltd.	\$1,118.88		PW	NonCapEquip
58430	TK Elevator (Canada) Ltd.	\$171.88		ADM	Annual Inspection
58431	Total Fire Protection Services	\$4,147.50	\$1,785.00		REC BldgR&
			\$2,362.50		PW ContSvs
			\$4,147.50		
58432	Total North Communications	\$567.00		ADM	IT Communications
58433	Transition Industries	\$7,341.00		REC	Pumptrack work
58434	Unbeatable Printing	\$210.00		PL&D	Printing
58435	Willow Printers Ltd.	\$1,438.50		ADM	Printing
58436	Public Service Alliance of Can	\$4,307.78		ADM	Union Dues18-19-20
58437	ORO Enterprises	\$157,891.04		PW	Diversion Centre
Electronic Fund Transfers					
Sept 1	Canada Life	\$17,316.82		various	Sept employee benefits
Sept 1	Roynat Leases	\$186.90		various	Photocopier leases
Sept 1	CIBC-RRSP	\$730.80		ADM	RRSP
Sept 2	Payroll	\$125,043.61		ALL	PP#18
Sept 19	Visa	\$6,310.37		various	Per attached
Sept 2	Wells Fargo Lease	\$655.20		ADM	Photocopier lease
Sept 16	Payroll	\$163,286.88		ALL	PP#19
Sept 11	CCSA	\$11,173.12		CABLE	monthly cable charge
Sept 23	Dayforce	\$191.52		ALL	IT - payroll/training
Sept 29	Payroll	\$119,624.29		ALL	PP#20
Sept 30	Refund of Dawson Creek Paymts	\$100.80		ADM	1 Deposit in error
Sept 30	Bank charges	\$763.36		ADM	Bank chgs/Tokens fee (\$500)

Aventura Visa Statement Date:

July 28 to August 27 , 2022

\$304.13 \$6,310.67

TX Date	Vendor	Detail	Purchase \$	Gst	Total
7/27/2022	Adobe	Illustrator	\$27.99	\$1.40	\$29.39
7/29/2022	Aliexpress	community garden	\$39.90	\$1.99	\$41.89
8/9/2022	Aliexpress	community garden	\$15.94	\$0.80	\$16.74
8/10/2022	YG Territorial Agent	registration	\$13.10	\$0.65	\$13.75
8/12/2022	Big Time Clocks	digital clock	\$305.60	\$15.28	\$320.88
8/14/2022	MaintainxPremium	monthly subscription	\$682.85	\$34.14	\$716.99
8/14/2022	Wheniwork	monthly subscription	\$28.12	\$1.41	\$29.53
8/16/2022	RoadPost	In-Reach safety (June)	\$25.95	\$1.30	\$27.25
8/22/2022	Lifesaving Society	certification	\$20.40	\$1.02	\$21.42
8/22/2022	RoadPost	In-Reach safety (July)	\$25.95	\$1.30	\$27.25
8/23/2022	Adobe Photo	monthly subscription	\$12.99	\$0.65	\$13.64
8/25/2022	Amazon	garden supplies	\$430.58	\$21.53	\$452.11
8/25/2022	Adobe	monthly subscription	\$19.99	\$1.00	\$20.99
8/25/2022	Amazon	community garden	\$11.33	\$0.57	\$11.90
			\$83.03	\$1,743.73	

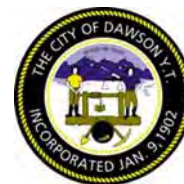
TX Date	Vendor	Detail	Purchase \$	Gst	Total
8/2/2022	Bonanza Market	meeting expense	\$44.79	\$2.24	\$47.03
			\$2.24	\$47.03	

Card Number:	Bell Mobility				
TX Date	Vendor	Detail	Purchase \$	Gst	Total
8/23/2022	Bell Mobility	Cell Phones	\$1,225.00	\$61.25	\$1,286.25
			61.25	\$1,286.25	

TX Date	Vendor	Detail	Purchase \$	Gst	Total
8/2/2022	Sinclair Supply	Building r&m	\$900.00	\$45.00	\$945.00
			\$45.00	\$945.00	

TX Date	Vendor	Detail	Purchase \$	Gst	Total
7/27/2022	Facebook	communications	\$113.62	\$5.68	\$119.30
7/27/2022	Movavi	video editor	\$80.86	\$4.04	\$84.90
7/27/2022	Canada Post	postage	\$99.63	\$4.98	\$104.61
8/1/2022	Canva	communications	\$18.09	\$0.90	\$18.99
8/1/2022	Tatchun Centre	fuel cards (passes)	\$400.00	\$23.80	\$423.80
8/5/2022	Canada Post	fliers	\$124.04	\$6.20	\$130.24
8/5/2022	Acoustic Panels	building r&m	\$547.21	\$27.36	\$574.57
8/9/2022	Pacific Customs Brokers	equipment - REC	\$164.60	\$8.23	\$172.83
8/10/2022	Canada Post	fliers	\$124.04	\$6.20	\$130.24
8/14/2022	Staples	IT supplies	\$499.99	\$25.00	\$524.99
8/22/2022	Apple	communications	\$3.99	\$0.20	\$4.19
			\$112.60	\$2,288.66	

Report to Council



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

☐ In Camera

SUBJECT:	Consolidation Application #22-060: Lots 11 and 12, Block S, Ladue Estate	
PREPARED BY:	Planning & Development	ATTACHMENTS: 1. Public Notice
DATE:	October 18, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw Heritage Bylaw Encroachment Policy		

RECOMMENDATION

It is respectfully recommended that Council accept this report as information and extend the time allowed for the consideration of Consolidation Application #22-060 to consolidate Lots 11 and 12, Block S, Ladue Estate for 6 months, until such a time that direction is received from the applicant on how to proceed with the application.

ISSUE / BACKGROUND

Subdivision Application #22-060 was received on August 4, 2022 and the applicant is applying to consolidate Lots 11 & 12 Block S, Ladue Estate.

Historically, Lots 9, 10, 11, and 12 have been the site of the St. Mary's Catholic Church, the Church rectory, and their associated accessory buildings. Upon receipt of development permit application #22-035 for a major alteration in May 2022, it came to Administration's attention that the four properties are legally non-conforming because of historic encroachments over interior property lines and the Block S alley. The applicant has submitted Subdivision Application #22-060 to remedy the non-conformity.

Upon initial processing of the subdivision application, it was found that Lots 11 & 12 do not enable a simple consolidation, as the buildings also encroach on the interior laneway, as well as onto Lots 9 & 10 – see figure 1 for context. The applicant has been informed about the situation, and has since requested that the application be put on hold until they can provide direction to Administration on how to proceed.

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 contiguous property owners inviting comments and questions. No comments were received at the time of writing 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 properties are by King St, 5th Ave, and 4th Ave. There is a boardwalk surrounding portions of the block on King St. and 5th Ave., as shown in Figure 1.



Figure 1: Existing lot configuration, boardwalk, and encroachment over the laneway and adjacent lots.



Figure 2: Lot layout proposed to remedy the non-compliance on lots 9-12.

The Municipal Act s.320 outlines the time allowed for consideration of a subdivision application. An application shall be considered approved if a decision has not been made by the approving authority within 90 days of the submission of the application, however the approving authority may extend the time allowed for the consideration of the application with the applicant's consent. A comprehensive application package is yet to be submitted that addresses the encroachment of the buildings over the laneway and adjacent properties. Thus, the time allowed for the consideration of the application should be extended to provide time for the applicant to direct Administration on how to proceed with the application.

Official Community Plan

The properties are currently designated as DC – Downtown Core: the area that best depicts the commercial core of Dawson during the gold rush. This location is recognized as the heart of Dawson City since it accommodates a broad range of uses focusing on the commercial, cultural, and community needs of residents and visitors. While the area will predominantly consist of commercial and institutional uses, high- and low-density residential uses are also acceptable. 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. Lots 9,10,11 and 12 are zoned P2 – Institutional. As per s.14.2.3.1, P2 parcels within the historic townsite follow the parcel requirements outlined in the C1 zone. Therefore, the building follows the front and side-yard setback requirements of the C1 zone: 0ft. The intent behind this requirement is to implement the ‘Design Guidelines for Historic Dawson’. Any future development of the proposed lots must also conform with the Zoning Bylaw.

Encroachment Policy

The alley running through Block S, Ladue estate is legally and physically closed as per Bylaw #253 the “Arena Lane Closure Bylaw”, however has not been sold and consolidated with the adjacent lots. The Church developments are encroaching over the alley (see figures 1 and 2). The Encroachment Policy addresses issues of this nature, s. 4.c of the Encroachment Policy states;

“When a dwelling or structure is identified to be encroaching onto a surveyed road right-of-way, the City of Dawson shall work with the owner of the structure directly to resolve the encroachment in one of the following ways:

i. If the road right-of-way is not in use as a travelled roadway and could be deemed surplus as per the Sale of Municipal Lands Policy, the City of Dawson could initiate a Permanent Road Closure process, allowing the owner of the structure to purchase a portion of the road right-of-way in accordance with the policies and procedures outlined in the Sale of Municipal Lands Policy;

This process has already been initiated with the legal closure of the laneway, as per Bylaw #253, however the laneway has not been sold and consolidated. The remaining lots in the block are owned by the City of Dawson. It would be to the City’s benefit to re-survey and legalize the remaining City owned properties, as they are also non-compliant due to their encroachment over their interior property lines. It has been identified that the Block S laneway is untitled, as many laneways in the Townsite have found to be.


ii. If the road right-of-way is not in use as a travelled roadway but cannot be deemed surplus as per the Sale of Municipal Lands Policy due to being earmarked for a future municipal purpose (e.g. lot development, road expansion), the structure may be relocated off the road right-of-way at the expense of the owner of the structure;

iii. If the road right-of-way is not in use as a travelled roadway but cannot, for any reason, be deemed surplus as per the Sale of Municipal Lands Policy, and if a resolution through s. c(i) or s. c(ii) is not feasible, at the discretion of Council, a License of Occupation may be negotiated between the City of Dawson and the owner of the structure.”

A land sale request should be provided by the applicant in an effort to remedy this encroachment by purchasing the section of alley and consolidating it with the newly created lots, simultaneously to this application. The applicant has been informed of this issue.

Heritage Bylaw

Lots 9, 10, 11, and 12, Block S, Ladue Estate are situated in the Historic Townsite and thus are subject to the City’s Heritage Bylaw. Any new development will be required to conform to the Design Guidelines for Historic Dawson and Heritage Management Plan as according to the Heritage Bylaw.

APPROVAL		
NAME:	C Bellmore	SIGNATURE: 
DATE:	October 26, 2022	



CITY OF DAWSON

PLANNING AND DEVELOPMENT DEPARTMENT

Notice of Subdivision Application #22-060



Subject property: Lots 9-12, Block S, Ladue Estate

Date of Council meeting: November 2, 2022

Time: 7:00pm

Location: Council Chambers, City Hall

Listen to Council meeting: Radio CFYT 106.9 FM or cable channel #12

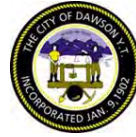
As per the Municipal Act, S. 319.4, upon receiving an application for subdivision, council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the boundary adjustment and consolidation of Lots 9-12, Block S, Ladue Estate.

For more information, please contact the Planning & Development Manager or the Planning & Development Officer using the following contact information:

Stephanie Pawluk
Planning & Development Manager
Box 308, Dawson City YT Y0B 1G0
planningmanager@cityofdawson.ca
867-993-7400 ext. 414

Stephani McPhee
Planning & Development Officer
Box 308, Dawson City YT Y0B 1G0
planningofficer@cityofdawson.ca
867-993-7400 ext. 438

Report to Council



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

☐ In Camera

SUBJECT:	Lots 5 and 6, Block X, Ladue Estate Consolidation Application (#22-093)	
PREPARED BY:	Planning & Development	ATTACHMENTS: 1. Public Notice
DATE:	October 14, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw Heritage Bylaw		

RECOMMENDATION

It is respectfully recommended that Council accept this report as information and extend the time allowed for the consideration of Consolidation Application #22-093 to consolidate Lots 5 and 6, Block X, Ladue Estate for 6 months, until such a time that a Zoning Bylaw Amendment application is approved to re-zone Lot 4, Block X, Ladue Estate to accommodate a parking lot as a permitted use.

ISSUE / BACKGROUND

On August 3, 2021 at meeting #C21-16, Subdivision Application #21-021 was approved via Council resolution to consolidate P2 – Institutional lots 5 and 6, Block X, Ladue Estate, subject to the following conditions:

1. 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.

The property is the site of the Dawson City Community Chapel (see figure 1). It was determined that adjacent Lots 3 and 4 are used as parking for the chapel, however a parking lot is not a permitted use in the R1 zone, hence this requirement for a Zoning Bylaw Amendment application. A Zoning Bylaw Amendment application for was never received.

2. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval. This condition was not completed.
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. This condition was not completed.

On August 3, 2022, subdivision permit #21-021 lapsed without a request for an extension, and the conditions of approval were not fulfilled. Therefore, the applicant has resubmitted their application to consolidate Lots 5 and 6, Block X, Ladue Estate (subdivision application #22-093). The renewed subdivision application #22-093 was submitted on August 16, 2022.

Commented [C41]: re-worded to match language in MA ('extend the time allowed').

Commented [C42]: added this for context



Figure 1 Exterior of Dawson City Community Chapel

At this time, the applicant has expressed interest in pursuing option 2 of condition 1 that was placed on consolidation #21-021: that a Zoning Bylaw amendment is passed to change the zoning of the parking lot from R1 to P2; and consolidate it with the newly created lot. However, the applicant is not certain at this time how they wish to proceed.



Figure 2 Context map showing location of lots under consideration

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. No concerns were raised.

The application has been circulated to contiguous property owners inviting comments and questions. No comments were received at the time of writing 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 Fifth Avenue, and there is no boardwalk in this area of Dawson (see figure 2). There is an existing rear alley that is open and in use that provides additional access.

S.320 of the Municipal Act details the time of approval for a subdivision application. An application for subdivision of land shall be considered approved if a decision has not been made by the approving authority within 90 days of the submission of the application, however the approving authority may extend the time allowed for the consideration of an application with the applicant's consent. Therefore, Administration recommends that the time allowed for the consideration of the application be extended to provide time for the applicant to direct Administration on how to proceed with the application.

Official Community Plan

The existing properties are currently designated as UR – Urban Residential. The area is predominantly low- and medium-density residential but institutional uses such as religious assemblies can also be located in this area. Therefore, the current property conforms to the OCP and the consolidated lot would be required to retain the same designation. Any new use or development on the proposed lots would be required to continue conforming to UR – Urban Residential.

Zoning Bylaw


The subject property is currently designated as P2 – Institutional. The Zoning Bylaw is intended to implement the goals of the OCP. The purpose of the P2 zone is to provide community facilities for use by the public, such as recreation and education facilities, government and health services, and libraries and museums. The current use conforms to this designation as it is a religious assembly facility and no change in use has been indicated by the applicant.

The applicant also owns Lots 3 and 4 which currently serve as their parking lot, but these parcels are designated as R1 – Single Detached and Duplex Residential. Parking is not currently a permitted use in the R1 zone. Due to the incorrect zoning to allow for a parking lot, a zoning amendment was added as a condition on the subdivision approval #21-021.

Upon conducting a new zoning assessment for the application, it was found that Lot 4 provides the minimum of 12 parking spaces required under s.9 of the Zoning Bylaw for the chapel, and the use of Lot 3 as a parking lot is not required to fulfill the parking requirements. The applicant has expressed alternative future plans for Lot 3, and therefore, Lot 3 should be excluded from condition 1 (see figure 2 for context).

Heritage Bylaw

Lots 4, 5 and 6 Block X Ladue Estate are situated in the Historic Townsite and thus are subject to the City's Heritage Bylaw. The consolidation application was triggered by development permit application #21-020 for a wheelchair ramp upgrade, which conformed to the Design Guidelines for Historic Dawson and Heritage Management Plan. Any future development on these lots will continue to be assessed according to these documents to ensure conformity with the Heritage Bylaw.

APPROVAL	
NAME:	C Bellmore
DATE:	October 27, 2022
SIGNATURE:	



CITY OF DAWSON

PLANNING AND DEVELOPMENT DEPARTMENT

Notice of Subdivision

Application #22-093



Subject property: Lots 5 + 6, Block X, Ladue Estate

Date of Council meeting: November 2, 2022

Time: 7:00pm

Location: Council Chambers, City Hall

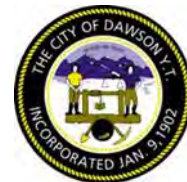
Listen to Council meeting: Radio CFYT 106.9 FM or cable channel #12

As per the Municipal Act, S. 319.4, upon receiving an application for subdivision, council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the consolidation of Lots 5 and 6, Block X, Ladue Estate into one lot.

For more information, please contact the Planning & Development Manager or the Planning & Development Officer using the following contact information:

Stephanie Pawluk
Planning & Development Manager
Box 308, Dawson City YT Y0B 1G0
planningmanager@cityofdawson.ca
867-993-7400 ext. 414

Stephani McPhee
Planning & Development Officer
Box 308, Dawson City YT Y0B 1G0
planningofficer@cityofdawson.ca
867-993-7400 ext. 438



Report to Council

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

☐ In Camera

SUBJECT:	Lots 8-1 and 8-2, Dredge Pond Subdivision (Subdivision Application #22-104)	
PREPARED BY:	Planning & Development	ATTACHMENTS: 1. Public Notice
DATE:	October 13, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council grant subdivision authority to adjust the boundaries of Lots 8-1 and 8-2, Dredge Pond Subdivision (Subdivision Application #22-104), subject to the following conditions:

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

ISSUE / BACKGROUND

Subdivision Application #22-104 was received August 2022 and the applicant is requesting to undergo a boundary adjustment of Lots 8-1 and 8-2, Dredge Pond Subdivision. The applicant is proposing to increase the size of Lot 8-1 to 1.4 acres, and reduce the size of Lot 8-2 to 1 acre (see Figure 2).



Figure 1 Context map showing location of lots under consideration.

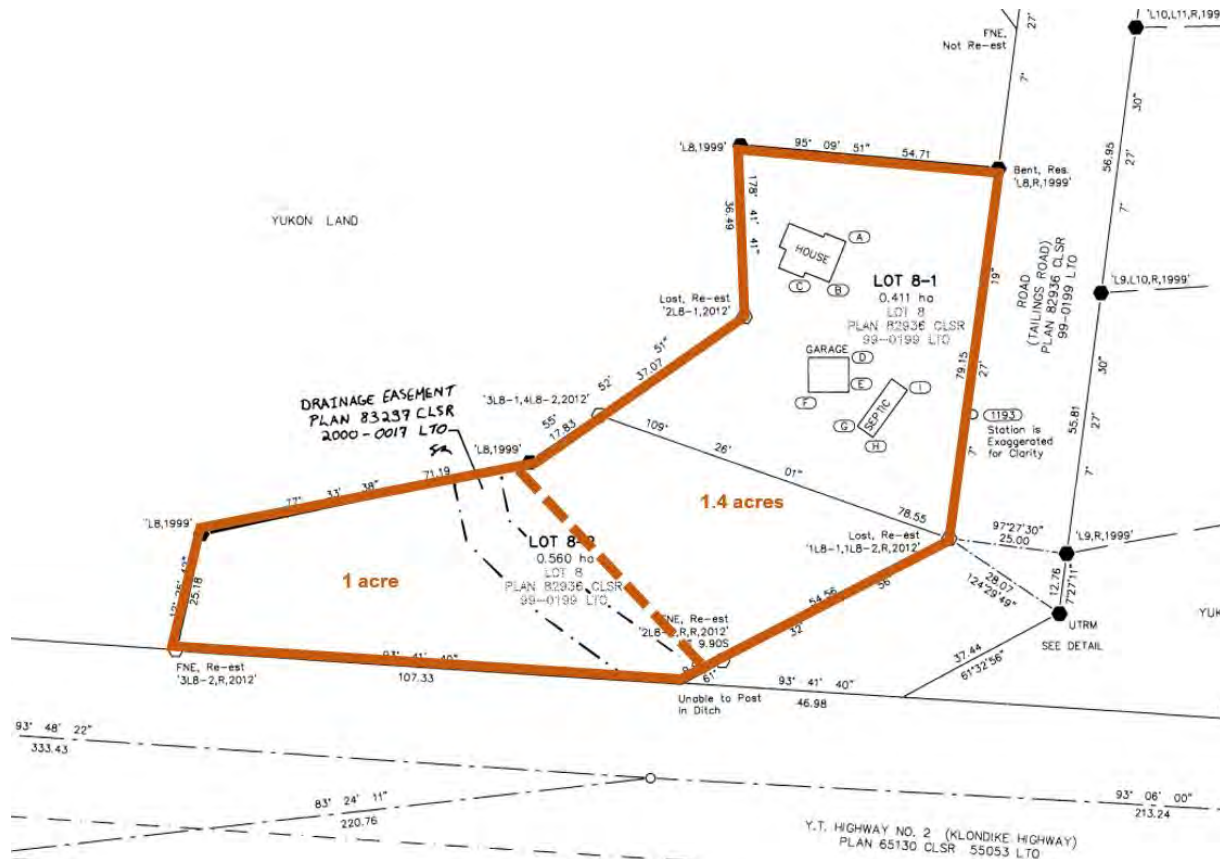


Figure 2 Proposed lot configuration.

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, one concern was raised by the Planning and Development Manager regarding a potential access encroachment to Lot 8-2 existing within the Klondike Highway right of way (see figure 3). This concern has since been addressed by the Yukon Government Highways and Public Works department; the Senior Highways Land Management Advisor confirmed the following details on October 13, 2022:

- Under the Highways Act, it is HPW's responsibility to ensure adequate access to properties that hold an Access Permit (if an access needs to be re-routed or changed in any way for maintenance, etc. it is HPW's responsibility to provide an alternative access and/or any compensation that may be deemed necessary, with notice to the affected land owner).
 - This is to say that if the access to Lot 8-2 under its associated Access Permit (#12181) is changed in the future for whatever reason, Lot 8-2 would not become a land locked parcel, as it would have an alternative access provided by YG HPW.
- The existing access permit #12181 is reflective of the physical access as illustrated in the aerial image below (see figure 3). HPW does not perceive the yellow highlighted section of this image to be an 'encroachment' over the highway right of way, rather is a "frontage road", which HPW has the responsibility to maintain.
- HPW has no issue or concerns to raise re: subdivision application #22-104.

The application has been circulated to contiguous property owners, 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 Lot 8-1 and 8-2 is via Tailings Road (see figures 1 and 3).



Figure 3 Physical access for Lot 8-2 onto the YG owned Klondike Highway and frontage road.

Official Community Plan

The existing properties are currently designated as CR – Country Residential. The area is predominantly low-density, rural residential. Residential lots in these areas are not connected to municipal water and sewer infrastructure. The current property conforms to the OCP and the adjusted lots would be required to retain the same designation. Any new use or development on the proposed lots would be required to continue conforming to CR – Country Residential.

Zoning Bylaw

The subject property is currently designated as R3: Country Residential. The current land use conforms to this designation. Any new use or development on the proposed lots would be required to continue conforming to R3 – Country Residential.

As per s.4.8 of the Zoning Bylaw:

“No building, structure, or land in any zone shall be used for any purpose where such purpose requires water and/or sanitary sewer services unless,

.2 where no municipal services exist, the owner or authorized agent provides a private water supply and sewage disposal system approved in accordance with the authority who has jurisdiction. Proof of the approval must be provided to the development officer.”

It has been identified that approximately 0.15 acres of the proposed 1-acre property is reserved for use as a drainage easement. Yukon Government’s Environmental Health Services department has jurisdiction over authorizing private sewage disposal systems, and was asked to comment on this application for the purpose of assessing the availability of land to accommodate a future sewage disposal system, given that it has been identified that the drainage easement decreases the developable lot area. The following comments were received:

“EHS doesn’t necessarily have a position as we don’t have the information (specific development plans) required to make a decision. Environmental Health is not confident that the lot will be able to fit sewage disposal system(s) while meeting all setbacks and without seeing a conceptual site plan or a proposed lot diagram we’re not in a position to offer support or lack thereof. Should this information be available from the applicant, EHS will be in a better position to comment.

All this said, this particular situation is somewhat unique as it’s in Dredge Pond which may warrant a sewage holding tank anyway. Note that the sewage disposal systems manual recommends a 200 ft setback from surface water when installing an absorption bed in dredge tailings and should this lot be subdivided, it’s unlikely that setbacks from absorption field to surface water will be possible.”

Upon development in the future, Environmental Health approval will be required. Other subdivided properties in Dredge Pond Subdivision have also been identified, which feature easements that similarly minimize their developable area of land. Examples include:

- Lot 2-2, Dredge Pond Subdivision: Subdivision authority was granted in 2011 at Council meeting #C11-29. The total parcel size is 1 acre, with an Access and Utility Easement that takes up approximately 0.06 acres.
- Lot 35-2, Dredge Pond Subdivision: Subdivision authority was granted in 2014 at Council meeting #C14-36. The total parcel size is 1.03 acre, with an Access Easement that takes up approximately 0.14 acres.

Hence, precedent examples exist of subdivision authority being granted for lots that are the minimum parcel size (1 acre) with easements that reduce their developable area. The proposed boundary adjustment is in conformity with the parcel requirements outlined in the Zoning Bylaw, and therefore, it is respectfully recommended that Environmental Health Services’ comments are used for informational purposes only, and do not affect Council’s decision to grant subdivision authority to adjust the boundary of Lots 8-1 and 8-2, Dredge Pond Subdivision.

OPTIONS

1. That Council grant subdivision authority to adjust the boundaries of Lots 8-1 and 8-2, Dredge Pond Subdivision (Subdivision Application #22-104), subject to the following conditions:
 - 1.1. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 1.2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
2. That Council does not grant subdivision authority to adjust the boundaries of Lots 8-1 and 8-2, Dredge Pond Subdivision (Subdivision Application #22-104).

APPROVAL

NAME:	C Bellmore	SIGNATURE: 
DATE:	October 26, 2022	



CITY OF DAWSON

PLANNING AND DEVELOPMENT DEPARTMENT



Notice of Subdivision Application #22-104

Subject property: Lots 8-1 and 8-2, Dredge Pond Subdivision

Date of decision: October 5, 2022

Time: 7:00pm

Location: Council Chambers, City Hall

Listen to Council meeting: Radio CFYT 106.9 FM or cable channel #12

As per the Municipal Act, S. 319.4, upon receiving an application for subdivision, council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the proposed boundary adjustment.

For more information, please contact the Planning & Development Manager or the Planning & Development Officer using the following contact information:

Stephanie Pawluk
Planning & Development Manager
Box 308, Dawson City YT Y0B 1G0
planningmanager@cityofdawson.ca
867-993-7400 ext. 414

Stephani McPhee
Planning & Development Officer
Box 308, Dawson City YT Y0B 1G0
planningofficer@cityofdawson.ca
867-993-7400 ext. 438

Report to Council



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

☐ In Camera

SUBJECT:	Lots 14 & 15, Block 14, Government Reserve Addition (Boundary Adjustment Application #22-114).	
PREPARED BY:	Planning & Development	ATTACHMENTS: 1. Public Notice
DATE:	October 14, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw Heritage Bylaw		

RECOMMENDATION

It is respectfully recommended that Council grant subdivision authority to adjust the boundary between Lots 14 and 15, Block 14, Government Reserve Addition (Subdivision Application #22-114), subject to the following conditions:

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

ISSUE

On December 9th, 2020, at meeting #C20-22, Subdivision Application #20-098 was approved via Council resolution to adjust the boundary of R1 – Single Detached / Duplex Residential lots 14 and 15, Block 14, Government Reserve Addition, subject to the following conditions:

1. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval. **This condition was completed on October 22, 2021.**
2. The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision. **This condition was not completed, hence resubmission of the boundary adjustment application.**

The applicant is requesting to adjust the boundary of these two lots because the duplex on Lot 14 is currently encroaching on Lot 15. The adjustment will bring both properties into compliance and will allow Lot 15 to be developed, as it is currently vacant. Figure 1 and Figure 2 show the existing and proposed lot configurations.

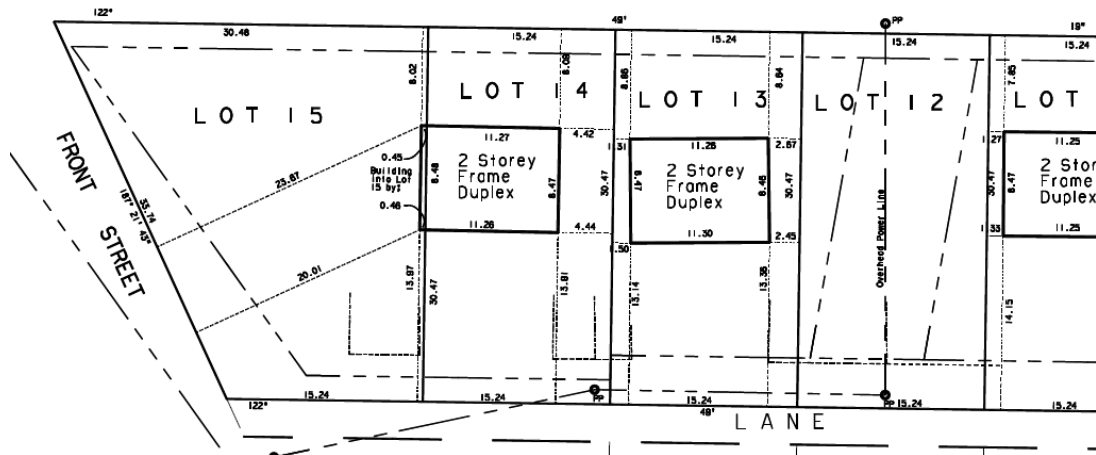


Figure 1 Existing Configuration of Lots 14 and 15

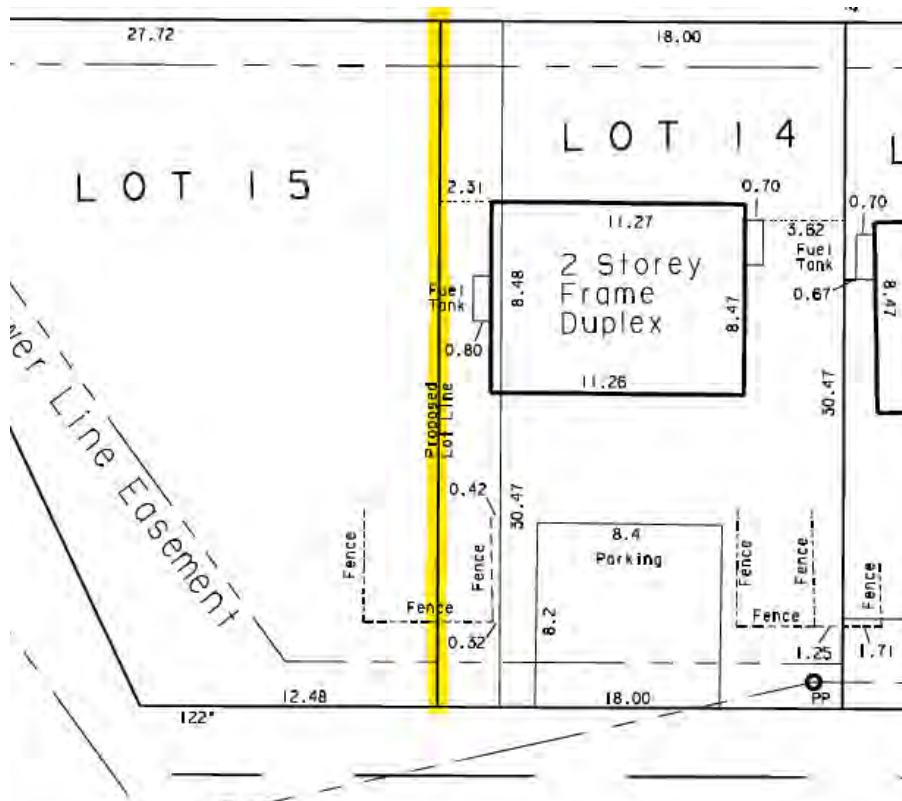


Figure 2 Proposed Configuration for Lots 14 and 15

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. Public Works are satisfied with the proposed stormwater management and with the application overall. Protective Services and Recreation had no comments or concerns.

The application was also circulated to contiguous property owners, inviting comments and questions. No comments in opposition to this application were received at the time of writing 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. Access to the property exists on both Turner St. and the rear lane. The applicant's proposal shows existing parking Lot 14 adjacent the rear lane.

Official Community Plan

The existing properties are currently designated as UR – Urban Residential. The area is predominantly low- and medium-density residential but institutional uses such as religious assemblies can also be located in this area. Therefore, the current property conforms to the OCP and the consolidated lot would be required to retain the same designation. Any new use or development on the proposed lots would be required to continue conforming to UR – Urban Residential.

Zoning Bylaw

The subject properties are currently designated as R1 – Single Detached and Duplex Residential. The Zoning Bylaw is intended to implement the goals of the OCP. The boundary adjustment will remove the current encroachment of the Lot 14 duplex and will allow new residential development on Lot 15 as both lots will be in compliance. Any new use or development on the proposed lots would be required to continue conforming to R1 – Single Detached and Duplex Residential.


Heritage Bylaw

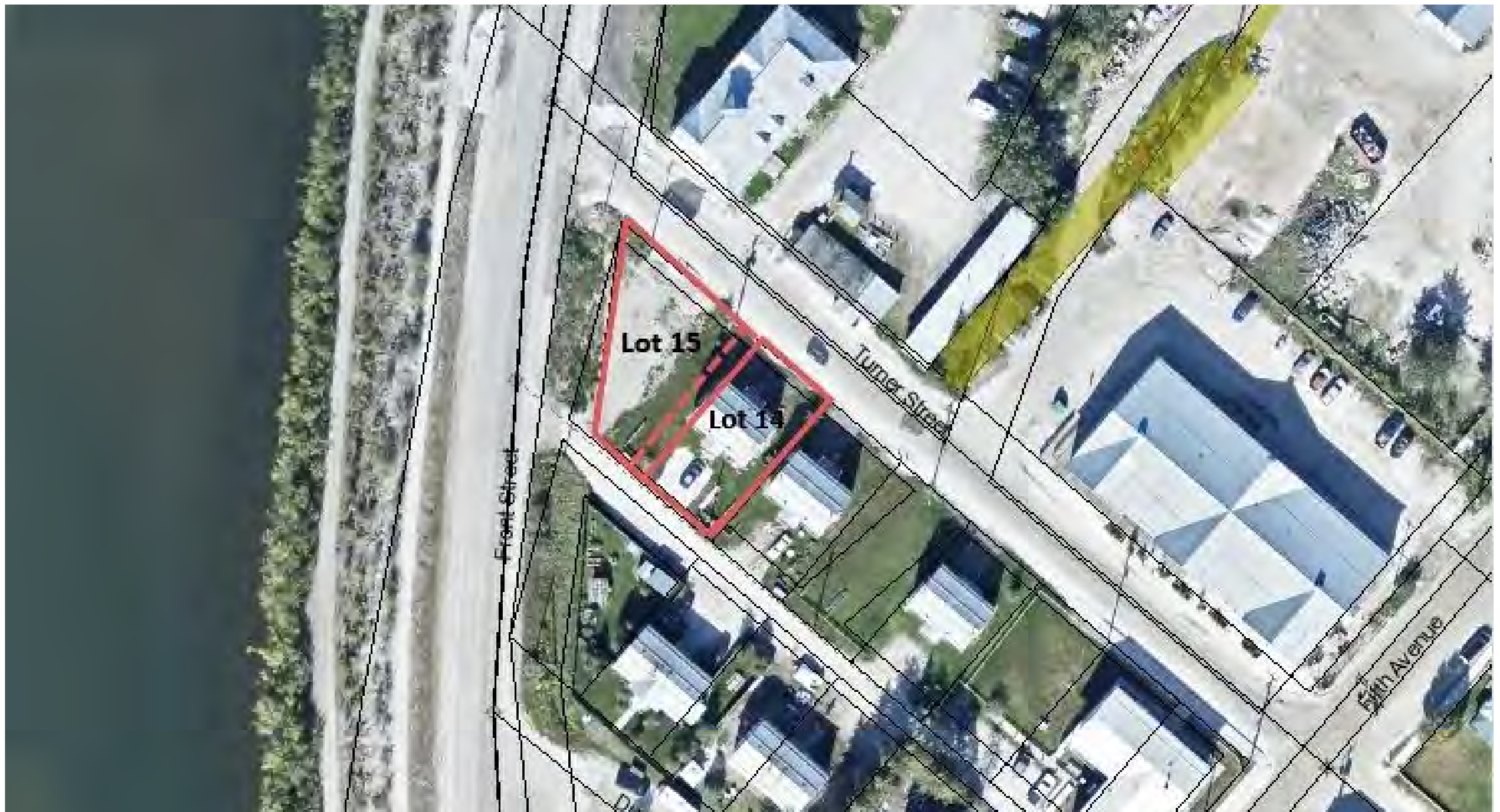
The property is located in the Downtown Transitional Character Area, which is comprised of a mix of institutional, commercial, and residential buildings. No new development is currently being proposed as part of this application but when Lot 15 is developed, all proposals will be subject to Heritage Advisory Committee review.

OPTIONS

1. Council grant subdivision authority to adjust the boundary between Lots 14 and 15, Block 14, Government Reserve Addition (Subdivision Application #22-114), subject to the following conditions:
 - 1.1 The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval.
 - 1.2 The applicant shall, on approval of the subdivision plan by the City of Dawson, take all necessary steps to enable the registrar under the Land Titles Act to register the plan of subdivision.
2. Council does not grant subdivision authority to adjust the boundary between Lots 14 and 15, Block 14, Government Reserve Addition (Subdivision Application #22-114).

APPROVAL

NAME:	Cory Bellmore	SIGNATURE: 
DATE:	October 27, 2022	



CITY OF DAWSON

PLANNING AND DEVELOPMENT DEPARTMENT

Notice of Subdivision Application #22-114



Subject property: Lots 14 + 15, Block 14, Government Reserve Addition

Date of decision: November 2, 2022

Time: 7:00pm

Location: Council Chambers, City Hall

Listen to Council meeting: Radio CFYT 106.9 FM or cable channel #12

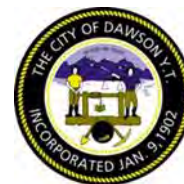
As per the Municipal Act, S. 319.4, upon receiving an application for subdivision, council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the boundary adjustment of Lots 14 and 15, Block 14, Government Reserve Addition.

For more information, please contact the Planning & Development Manager or the Planning & Development Officer using the following contact information:

Stephanie Pawluk
Planning & Development Manager
Box 308, Dawson City YT Y0B 1G0
planningmanager@cityofdawson.ca
867-993-7400 ext. 414

Stephani McPhee
Planning & Development Officer
Box 308, Dawson City YT Y0B 1G0
planningofficer@cityofdawson.ca
867-993-7400 ext. 438

Report to Council



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

☐ In Camera

SUBJECT:	Lot 23, Guggieville Industrial Subdivision (Subdivision Application #22-122).	
PREPARED BY:	Planning & Development	ATTACHMENTS: 1. Public Notice
DATE:	October 18, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Subdivision Bylaw Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council grant subdivision authority to create Lot 23, Guggieville Industrial Subdivision (Subdivision Application #22-122), subject to the following conditions:

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

ISSUE

On March 25th, 2020, at meeting #C20-03, Subdivision Application #19-081 was approved via Council resolution to create M1 – Industrial infill Lot 23, Guggieville Industrial Subdivision, subject to the following conditions:

1. Final authority is not granted until third and final reading of the Zoning Bylaw amendment. **This condition was completed on May 22, 2020.**
2. Final authority is not granted until third and final reading of a Road Closure Bylaw. **This condition was completed on April 22, 2020 (Bylaw No.2020-10).**
3. Application successfully asses through a public hearing. **This condition was completed.**
4. The applicant submits a Stormwater Management Plan to the satisfaction of the CDO and Public Works Manager. **This condition was completed on March 31, 2020.**
5. The applicant submits access location details to the satisfaction of the CDO and Public Works Superintendent. **This condition was completed.**
6. The applicant submits a plan of subdivision completed by a certified lands surveyor drawn in conformity with the approval. **This condition was completed on August 10, 2020.**
7. 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. **This condition was not completed, as the title cannot be raised until the purchase price is entirely paid, which occurred on July 21, 2022 (after the permit's expiry on March 25th, 2021). Hence resubmission of the application.**

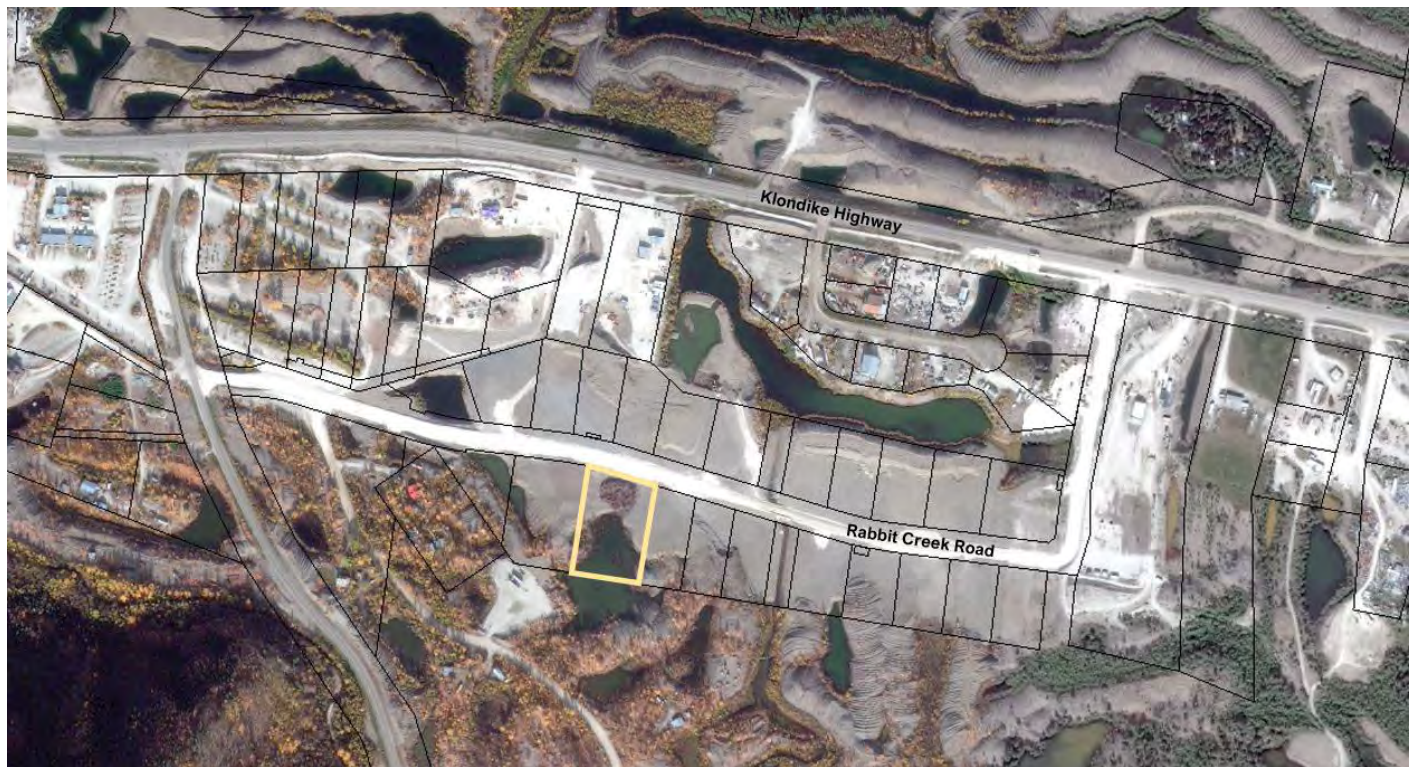


Figure 1 Location context of proposed new lot

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. No comments were raised at the time of writing this report.

The application was also circulated to contiguous property owners inviting comments and questions. No comments were received at the time of writing 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. Access to the property exists on Rabbit Creek Rd.

Official Community Plan

The existing property is currently designated as MU – Mixed Use. The area features 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. Therefore, the current property conforms to the OCP and the consolidated lot would be required to retain the same designation. Any new use or development on the proposed lots would be required to continue conforming to MU – Mixed Use.

Zoning Bylaw

The subject properties are currently designated as M1 - Industrial. The Zoning Bylaw is intended to implement the goals of the OCP. The current property conforms to the ZBL and any new use or development on the property would be required to continue conforming to M1 - Industrial.

OPTIONS

1. Council grant subdivision authority to create Lot 23, Guggieville Industrial Subdivision (Subdivision Application #22-122), subject to the following conditions:

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

2. Council does not grant subdivision authority to create Lot 23, Guggieville Industrial Subdivision (Subdivision Application #22-122).

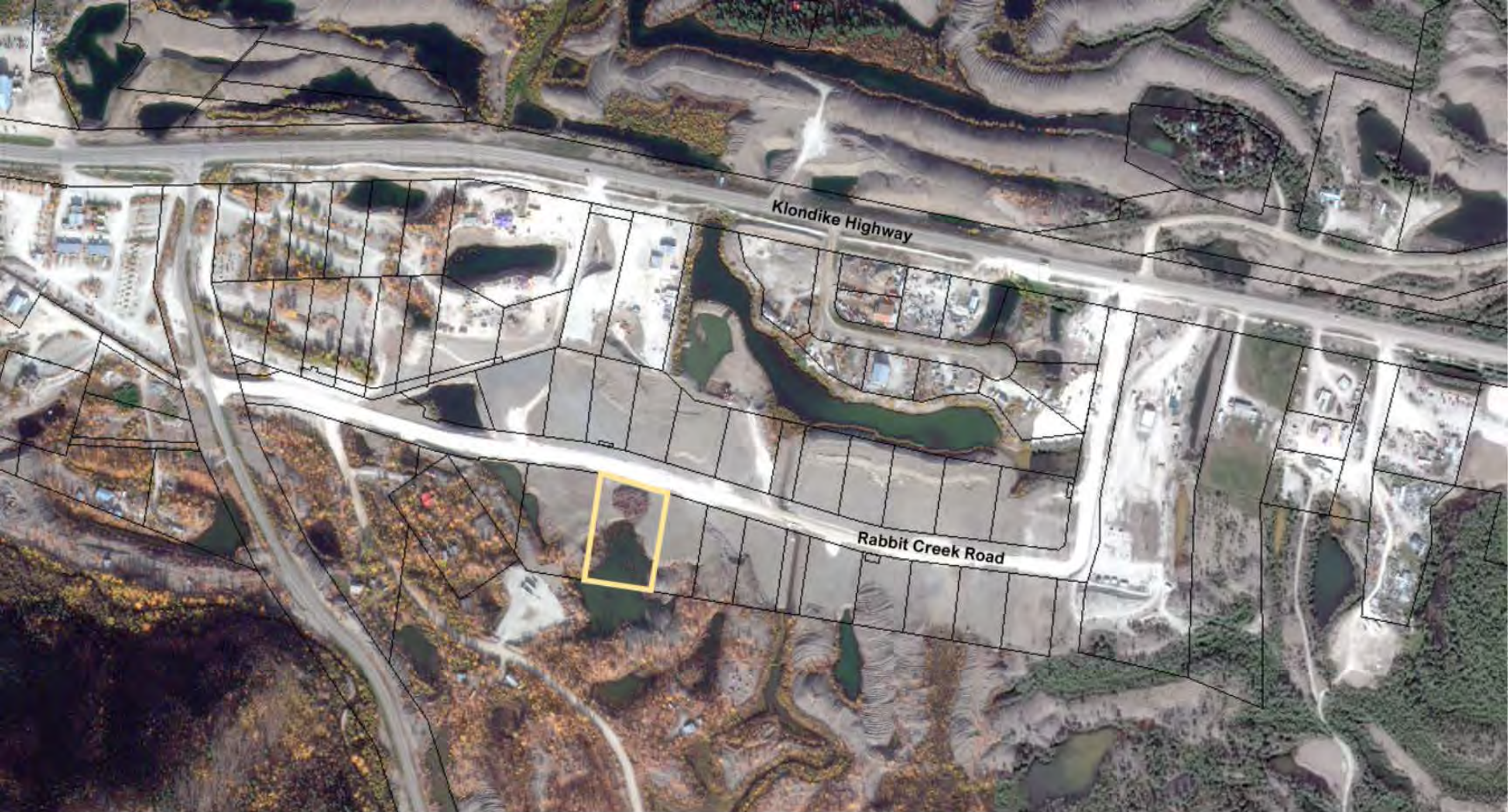
APPROVAL

NAME: C Bellmore

DATE: October 27, 2022

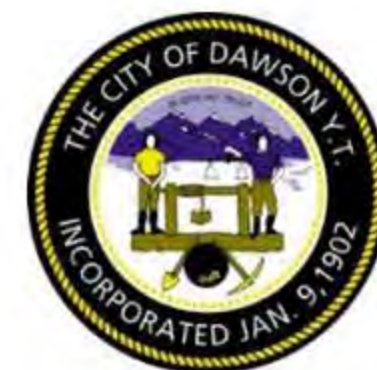
SIGNATURE:





CITY OF DAWSON

PLANNING AND DEVELOPMENT DEPARTMENT



Notice of Subdivision Application #22-122

Subject property: Lot 23, Guggieville Industrial Subdivision

Date of decision: November 2, 2022

Time: 7:00pm

Location: Council Chambers, City Hall

Listen to Council meeting: Radio CFYT 106.9 FM or cable channel #12

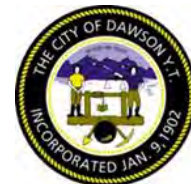
As per the Municipal Act, S. 319.4, upon receiving an application for subdivision, council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding the subdivision of Lot 23, Guggieville Industrial Subdivision.

For more information, please contact the Planning & Development Manager or the Planning & Development Officer using the following contact information:

Stephanie Pawluk
Planning & Development Manager
Box 308, Dawson City YT Y0B 1G0
planningmanager@cityofdawson.ca
867-993-7400 ext. 414

Stephani McPhee
Planning & Development Officer
Box 308, Dawson City YT Y0B 1G0
planningofficer@cityofdawson.ca
867-993-7400 ext. 438

Report to Council



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

☐ In Camera

AGENDA ITEM:	AMFRC Concession Services Lease Agreement	
PREPARED BY:	Paul Robitaille, Parks and Recreation Manager	ATTACHMENTS:
DATE:	October 19, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION:	<ul style="list-style-type: none">- Procurement Policy #14-02- Property Lease Policy 2017-05	

RECOMMENDATION

That Council direct administration to enter into a lease agreement with 536167 Yukon Inc. (Klondike Kate's/Grumpy Schnitzel) for the provision of Concession Services at the Art & Margaret Fry Recreation Centre for a monthly lease rate of \$850/month

ISSUE / PURPOSE

To enter into an agreement for the seasonal operation of the concession at the Art & Margaret Fry Recreation Centre (AMFRC) for a term commencing November 3, 2022 and expiring March 31, 2023. Concession services shall be available between November 3 and March 31 with minimum operating hours as follows:

Monday-Friday 11:00am-2pm.
Monday-Friday 4:00 p.m.-10:00p.m.
Saturday 9:30 a.m.-8:00 p.m.

BACKGROUND SUMMARY

The *Property Lease Policy* regulates the leasing of City of Dawson property and facilities for public use for periods in excess of 14 days.

A request for proposals was issued for the operation of seasonal concession services at the AMFRC. Two tender packages were picked up and one compliant bid was received by tender close. The evaluation criteria for proposals were:

Item of Work	Scoring Amount
Monthly Rental Fee	75%
Healthy Menu Options	10%
Menu Variety	10%
Information on completed Bid Forms & within proposal	5%
Total	100%

ANALYSIS / DISCUSSION

536167 Yukon Inc. was the only compliant proposal in the evaluation review, and their bid submission met the minimum bid requirement of \$850/month plus propane costs. Administration recommends the City of Dawson enter into an agreement with 536167 Yukon Inc. for the provision of concession services at the Art & Margaret Fry Recreation Centre.

APPROVAL

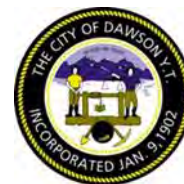
NAME: C Bellmore

DATE: October 26, 2022

SIGNATURE:



Report to Council



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

☐ In Camera

SUBJECT:	Recreation Board & Community Grants Committee Appointments	
PREPARED BY:		ATTACHMENTS:
DATE:	October 20, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION: <ul style="list-style-type: none">• Recreation Board bylaw #01-02• Community Grants Policy #16-01		

RECOMMENDATIONS

That Council

- reappoint Megan MacDougall to the Recreation Board with a term expiring October 31, 2024
- reappoint Paul Derry to the Community Grants Committee with a term expiring October 31, 2024.


ISSUE / PURPOSE

To reappoint members to positions with expired terms on the Recreation Board and Community Grants Committee, and to appoint a member to a vacant position on the Recreation Board.

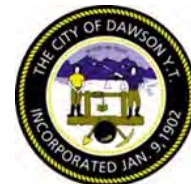
BACKGROUND SUMMARY

The Recreation Board and the Community Grants Committee serves at the pleasure of council.

APPROVAL

NAME:	Cory Bellmore	SIGNATURE: 
DATE:	October 26, 2022	

Report to Council



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

☐ In Camera

AGENDA ITEM:	KVA & AYC Appointments	
PREPARED BY:	Elizabeth Grenon (EA)	ATTACHMENTS:
DATE:	September 27, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION:	Section 182- Yukon Municipal Act	

RECOMMENDATION

That Council appointments for KVA & AYC the following:

- Appoint _____ as Council's representative for the Klondike Visitors Association (KVA) Board for a one-year term.
- Appoint _____ as Council's representative for the Association of Yukon Communities (AYC) Board for a one-year term.

ISSUE / PURPOSE


To review Council appointments for representatives to the KVA and the AYC.

BACKGROUND SUMMARY

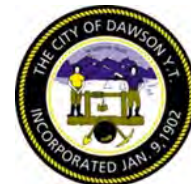
Resolution passed by Council at the December 8, 2021 Council meeting:

- C21-25-11** Moved by Mayor Kendrick, seconded by Councillor Pikálek that Council:
- Appoint Councillor Lister as Council's representative for the Klondike Visitors Association (KVA) Board for a one-year term.
 - Reappoint Mayor Kendrick as Council's representative for the Association of Yukon Communities (AYC) Board for a one-year term.
- Carried 5-0

APPROVAL

NAME:	C Bellmore	SIGNATURE: 
DATE:	Oct 17, 2022	

Report to Council



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

☐ In Camera

AGENDA ITEM:	Yukon Government Better Buildings Program	
PREPARED BY:	Cory Bellmore	<ul style="list-style-type: none">- LIC Notification and OIC – Correspondence – K. Janz- BBP Regulation Overview- Program Agreement Draft- BBP Working Group recommendations
DATE:	October 20, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATION

That council approve the City of Dawson to participate in the Yukon Government Better Building Program and to direct administration to finalize the Program Agreement with Yukon Government for signature.

ISSUE / PURPOSE

To allow an opportunity for property owners to sign on to a program that allows specific energy efficiency upgrades for residential and commercial properties and to repay the funds through annual payments attached to their annual property tax bill.

Residential properties are eligible for up to \$50,000 (dependent on applicant criteria including the assessed value of their residence on the annual property assessment roll

Commercial properties are eligible for up to \$100,000 dependent on applicant criteria including the assessed value of their premises on the annual property assessment roll

BACKGROUND SUMMARY

- The Better Buildings Program (“Program”) is a Government of Yukon funding program established under Yukon law that facilitates energy-efficiency retrofits of eligible existing residential and commercial buildings;
- The Program provides funds to develop energy-efficiency retrofits to eligible applicants holding real property in unincorporated Yukon, and to eligible applicants holding real property in a municipality that enters a program agreement with Yukon pursuant to s. 271.09(1) of the *Municipal Act*, R.S.Y. 2002, c. 154, as amended;
- The Better Buildings funding program makes it more accessible and affordable for home and property owners to complete energy efficient retrofits to their buildings. Better Buildings funding is repayable through property taxes and remains with the property not the individual. Interested individuals will be matched up with a Senior Energy Advisor at the Energy and Climate Change Solutions Centre to identify the energy upgrades that make sense for their building and to put together a financing plan, including Good Energy rebates and Better Buildings funding.
- Introduced to Municipalities in 2021, there were initially some concerns with how it would be administered and the time and cost to municipalities. A working group was formed and developed a

list of recommendations, including administrative fees that would support this program. All recommendations were adopted and incorporated into the funding agreements.

- Agreement contains clause which will allow agreements to be reviewed after two years, and all costs associated with this administration of the agreement will be tracked.

ANALYSIS / DISCUSSION

Following negotiation and work with Yukon Government to ensure that the administrative burden of this program for municipal operations is compensated, it is recommended that the City of Dawson participate in this program for the benefit of our residents.

This program will assist property owners with upfront funding to complete the upgrades and will allow them to see savings on their energy bills.

It also helps reach our collective goals of reduced carbon footprints and promotion and support of Our Clean Future and the goals of reduced energy use and greenhouse gas emissions.

APPROVAL

NAME: Cory Bellmore

DATE: October 24, 2022

SIGNATURE:



Notes on the draft Better Buildings (Energy-Efficiency Retrofit) Local Improvement Tax Regulation

August 9, 2022

Summary

- Review of the regulation is planned for the early fall.
- Regulation for the retrofit program is based on the Domestic Water Well Regulation.
- It is the same in:
 - The terms of funding: Bank of Canada rate on day of agreement, repaid as a local improvement tax on the property in 5, 10 or 15 years
 - Limiting the funding to the lesser of the project maximum or 25% of assessed property value
- It differs in
 - Removing a minimum value for the project
 - Including a higher project maximum for commercial property of \$100,000.
 - Requiring a \$500 administration fee paid by all participants in the first year, not just those in municipalities.
- Items not in regulation are:
 - Amount of the annual per project fee paid by the Yukon government to participating municipalities. (Will be in program agreement)

Sections

Interpretation

- “Municipal administration charge” becomes administration charge; “Program agreement” becomes “retrofitting buildings program agreement”, the agreement between the Government of Yukon and a municipality under the *Municipal Act*.
- Retrofit definitions added.
- Others remain the same.

Eligible retrofits

- “Retrofit” broadly means a retrofit of a building’s components, structure or systems designed to improve its energy performance. Types of retrofits and the criteria that must be met by a retrofit will be published in program guidelines.

Project funding

- Gives Minister authority to fund projects on eligible property with no arrears with the agreement in writing of all owners that the recovery of the funding (including the administration charge together with interest, over a term of 5, 10 or 15 years) as a local improvement tax.

- Allows for other criteria set in guidelines (such as mortgage lender approval)
- Allows leases on land owned by First Nations, Yukon government or Canada to participate if the debt is repayable in the remaining term of the lease.
- Restricts the amount of funding to the lesser of 25% of the assessed value less any outstanding LITs, and \$50,000 residential and \$100,000 commercial.

Local Improvement Tax

- Levies tax on each property provided funding.
- Annual amount owing is the principle and administrative charge with interest at the Bank Rate, amortized.
- Allows participants to pay more than annual amount and requires tax authority to accept payments and recalculate.

Retrofitting buildings program prescribed

- The funding of retrofit projects and the recovery of the funds described in this regulation work with the *Municipal Act* Retrofitting buildings program (Part 6, Division 3.02).

Administration charge

- Requires one-time fee of \$500 on every project.
- Allows owner to pay in full to the taxing authority on project approval, or have the charge added to the funding, charged interest and amortized.
- Requires Yukon government to remit the administrative fee (not yet paid in full by the owner) to the municipality no later than May 15 next following the day of the client agreement.

Coming into force

- The regulation comes into force on the later of the *Act to Amend the Assessment and Taxation Act and the Municipal Act (2021)* being proclaimed, and when it is filed with the registrar, as required under the *Regulations Act*.

Program Agreement

Better Buildings Funding Program

BETWEEN

GOVERNMENT OF YUKON as represented by
the Minister of Community Services, Government of Yukon (“Yukon”)

AND

[CITY] as represented by
the [Representative] of the City of [CITY/TOWN] (the “Municipality”)

(Collectively the “Parties”).

WHEREAS:

- A. The Better Buildings Program (“Program”) is a Government of Yukon funding program established under Yukon law that facilitates energy-efficiency retrofits of eligible existing residential and commercial buildings;
- B. The Program provides funds to develop energy-efficiency retrofits to eligible applicants holding real property in unincorporated Yukon, and to eligible applicants holding real property in a municipality that enters a program agreement with Yukon pursuant to s. 271.09(1) of the *Municipal Act*, R.S.Y. 2002, c. 154, as amended;
- C. The Program can only provide funds to eligible projects that do not exceed the maximum annual amount of money appropriated by the Yukon Legislative Assembly;
- D. The Program depends on approved applicants repaying these funds through a local improvement tax levied on their real property by the applicable taxation authority;
- E. The Municipality would like to make the Program available to eligible residents of the Municipality;
- F. Yukon would like to provide the Program to the eligible residents of the Municipality; and
- G. The Parties wish to ensure clarity in their mutual interest in providing a timely, efficient and orderly Program within the boundaries of the Municipality.

NOW THEREFORE the Parties have entered into this Program Agreement (the “Agreement”) with the intention and desire to clearly state agreed-upon respective roles and responsibilities in offering the Program in accordance with applicable legislation.

Purpose

1. The purpose of this Agreement is to state the terms agreed to by the Parties to provide the Program within the boundaries of the Municipality.

Responsibilities

The Municipality will, in accordance with the *Assessment and Taxation Act*, R.S.Y. 2002, c. 13, *Municipal Act* R.S.Y. 2002, c. 154 and their regulations and in accordance with other applicable legislation, do the following:

2. As the applicable taxation authority, the Municipality will levy an annual local improvement tax (LIT) in the amount specified by Yukon on real property within the Municipality that Yukon has identified to it as being real property benefitting from funding under the Program, in the amount and for the number of years specified by Yukon.
3. The amount of the annual LIT, and the number of years for which it will be payable, will be specified in a program agreement between Yukon and the owner or owners of the identified real property, which agreement will signify the consent of the owner or owners of such property for the purposes of s. 57(11) of the *Assessment and Taxation Act* and for the purposes of s. 271.10(2) of the *Municipal Act*.
4. The Municipality will remit all LIT payments received by it under this Agreement through one payment to Yukon with a listing of each individual payment with full identification – owner, legal description, roll number, LIT number and amount – that comprise the total by the timeframes set out in s. 271.12(1)(b) of the *Municipal Act*, R.S.Y. 2002, c. 154, as amended.
5. If either Party terminates the Agreement, or Yukon terminates the Program:
 - (a) The Municipality will levy a LIT on any real property in accordance with article 2 where the owner of the property and Yukon have executed a program agreement prior to such termination, and the Municipality has not previously levied a LIT; and
 - (b) The Municipality will continue to perform its obligations under articles 2 and 4 in respect of any such program agreements entered into between the owner or owners of real property and Yukon prior to such termination for however many years as may be required to collect all amounts of LIT provided for under every such program agreement.
6. The Municipality will provide Yukon with municipal property tax information on real properties taking part in the Program upon request by Yukon.
7. The Municipality will use its legislated powers to collect all unpaid LITs as if it were a property tax debt owed to the Municipality and shall take all reasonable efforts to do so and shall also accept pre-payment of LIT's to be levied on real property in the future under a program agreement, if the owner or owners so wish.

The Yukon will, in accordance with the *Assessment and Taxation Act*, R.S.Y. 2002, c. 13, *Municipal Act* R.S.Y. 2002, c. 154 and their regulations and in accordance with other applicable legislation, do the following:

8. Yukon will offer the Program to eligible applicants in the Municipality.
9. Yukon will provide all Program funding, as available through appropriation by the Yukon Legislative Assembly.
10. Yukon will provide all Program administration other than that noted above in terms 2, 4, 5, 6, and 7 including but not limited to: addressing program inquiries, providing documentation, review of program applications, application acceptance and approval, provision of print literature, advertising, public education, LIT calculations, and LIT payout or processing lump sum payments on funding amounts.

Fees

11. Yukon will ensure that the Municipality receives a one-time municipal administration fee of \$500 per approved program agreement for Program funding within the Municipality. Yukon will pay the total of the fees on an annual basis no later than May 15.
12. One year after a program agreement for Program funding is executed, and for every year thereafter until the full amount to be recovered through a LIT under that program agreement has been recovered, Yukon will pay the Municipality a maintenance fee of [\$500 or \$200]. For greater certainty, Yukon's obligation to pay the annual maintenance fee begins the second year of the repayment obligation and ends at the conclusion of the last year of the repayment obligation or when the debt is fully repaid, whichever is earlier. Yukon will pay the total of the maintenance fees for the year the following April on a similar timeline to the Comprehensive Municipal Grant. The parties agree that the maintenance fee is a cost-recovery mechanism for administration of the Program and not meant to generate revenue.
13. Yukon will insert a LIT on property tax notices on behalf of the Municipality if Yukon had prepared the property tax notices for the Municipality prior to the start of the Agreement.
14. In the case of a default where the administrative cost is not fully recoverable by administrative charges allowable under the *Assessment and Taxation Act* or in cases of lien where the administrative cost is not recouped by the sale of the property and both LIT and municipal taxes owing, the Municipality may request that Yukon cover 50% of the costs incurred to recover the debt. Yukon will consider these requests on a case-by-case basis.
15. In the case of a default where the administrative cost is not fully recoverable by administrative charges allowable under the *Assessment and Taxation Act* or in cases of lien where the administrative cost is not recouped by the sale of the property and only LIT is owing, the Municipality may request that Yukon cover 100% of the costs incurred to recover the debt. Upon receipt of the request and if satisfied of the costs incurred to recover the debt, Yukon will grant the Municipality's request.

Representatives

16. The representatives of the Parties with respect to this Agreement will be as follows:

For Yukon:

For Municipality:

Minister of Community Services

[REPRESENTATIVE]

Government of Yukon

[CITY/TOWN]

Box 2703

[ADDRESS]

Whitehorse, Yukon

[CITY, YUKON]

Y1A 2C6

[POST CODE]

17. The Parties may, from time to time, update their address for delivery, and they may from time-to-time supply fax numbers and e-mail addresses for delivery to each other as appropriate.

Termination

18. This Agreement is to take effect upon the date of signing and will remain in effect unless terminated by either of the Parties by providing to the other Party ninety (90) days written notice.

Notice

19. Any notice required under this Agreement must be in writing, may be delivered by hand, sent by facsimile or registered mail, and must be signed by representatives empowered to terminate this Agreement on behalf of the Party.
- (a) If sent by post, same shall be deemed to have been delivered one week from the date that it was deposited with Canada Post with first class postage prepaid.
- (b) If delivered by hand, same shall be deemed to have been received at the time it was delivered.
20. In the event a dispute arises as to whether a notice was sufficiently delivered under this Agreement, the onus of providing delivery lies on the person claiming that such notice was delivered.

Amendment

21. This Agreement may be amended at any time by written agreement of the officials, or their successors, who executed this Agreement.

Review

22. Either Party may request a review of this agreement two years after it is executed.
23. The Municipality will track all costs associated with the administration of this Agreement including but not limited to staff hours, fees, and operational expenses. Yukon may request that the Municipality submit the records of its costs at any time. Within sixty (60) days of receipt of this request, the Municipality must submit the record of its costs.

Jurisdiction

24. This Agreement is made under, and subject to, the laws in force in Yukon.
25. The Supreme Court of Yukon has jurisdiction over this Agreement.

Confidentiality of Information

26. The Parties acknowledge that both are bound by various territorial statutes related to the protection of privacy and access to information legislation.
27. In particular, Yukon is bound by the provisions of the *Access to Information and Protection of Privacy Act*, S.Y. 2018, c. 15, as amended.

Conflict between Legislation and Agreement

28. In circumstances where there is a conflict or inconsistency between this Agreement and *Assessment and Taxation Act* or the *Municipal Act*, or any associated regulations, the legislation and regulations shall prevail.

Entire Agreement

29. This Agreement constitutes the entire agreement between the Parties with respect to the subject matters set forth herein and supersedes any prior agreement, negotiation or understanding between the Parties. There are no other collateral agreements or understanding related to the subject matter hereof.

IN WITNESS WHEREOF the Parties have executed this Agreement by their duly authorized signatories on the dates noted below.

Government of Yukon

City of [CITY]

Minister, Community Services

[Representative]

Date

Date

Witness

Witness

Better Buildings Working Group and Oversight Committee: Administrative approach for municipal and territorial governments

Task

The purpose of the working group is to develop recommendations and an opt-in agreement between the Government of Yukon and each participating municipal government that adequately addresses the administrative workload and removes barriers to municipal participation in Better Buildings using the local improvement tax mechanism.

The working group examined what is proposed and what could be adjusted, while adhering to the general objectives of the Better Buildings program and the themes and scope prescribed by the oversight committee, namely: determine resource requirements for municipal participation and determine program administration details related to municipal delivery elements.

Problem definition

Reducing greenhouse gas emissions is a public good with a private market value benefit. The program imposes financial cost on users, municipal governments and the territorial government.

The introduction of the Better Buildings program will add volume and/or complexity to existing municipal tax processes. The proposed user-pay, one-time administration fee of \$500 (based on the Domestic Water Well Program) is inadequate compensation for:

- the ongoing program administration and workload increase over the potential 15-year lifespan of each project.
- the resources required to start up the program in a municipality regardless of uptake (i.e., staff training, software upgrades).
- the workload and additional expense (often non-recoverable) if a participant defaults in payments and/or the lien process is initiated to recover the local improvement tax.

Since municipalities do not have the same tax processes at all stages, solutions that treat municipalities as identical will not reflect workload or program uptake.

Better Buildings Program

Solutions

Recommended approach: A hybrid administrative funding model that disperses the program cost among program participants, participating municipalities and the Yukon government and accounts for three types of projects administration: intake/start up, administrative lifespan, and the default and lien process.

Proposed model:

- A) All participants are charged a \$500 fee, paid to the tax authority (either municipal or the Yukon government) to offset intake costs. Over the program's proposed lifespan, the estimated revenue for the target of 1,031 projects is \$515,500; and
- B) The Yukon government pays an annual fee to municipalities (general revenue) based on an agreed-to value for volume of work per project, for the lifespan of the projects. This partially offsets the cost of municipal administration but does not generate revenue. As partners in the program, municipalities will absorb additional administrative expense.

Larger municipalities: The City of Whitehorse estimates 8-10 hours of additional work per project at \$100 per hour, with the Yukon government offsetting up to 5 hours. The City of Dawson and the Town of Watson Lake have similar processes and expect a similar amount of work required. This category of municipality prepares its own tax notices and thus has a larger administrative workload to implement the program. (See "9 COW detail".)

Smaller municipalities: The Town of Haines Junction estimates up to 2 hours of additional work per project to be offset by the Yukon government. Other municipalities for which the Yukon government prepares tax notices are expected to be the same. (See "7 levy collect remit detail" document.)

Rate: Up to \$200 per project per year for small municipalities and up to \$500 per project per year for larger municipalities

Estimate:

	Max annual rate	up to 14 years
Smaller municipality	\$200/project	\$2,800/project
Larger municipality	\$500/project	\$7,000/project

Better Buildings Program

The maximum non-recoverable cost for the Yukon government for the target of 1,054 projects, if all occurred in larger municipalities and all took 15 years to repay, is \$7.3 million, with equivalent costs absorbed by municipal partners; and

- C) In cases of default where the administrative cost is not fully recovered by the administrative charge allowable under the *Assessment and Taxation Act*, or in cases of lien where the administrative cost is not recouped by the sale of the property:
- municipalities can request the Yukon government pay 50% of costs incurred on a case-by-case basis where a Better Buildings LIT is owed with municipal taxes owing, and
 - the Yukon government pays all costs where only the Better Buildings LIT is owing.

Costs for default include administrative workload, advertising, notarizing, serving notice via registered mail/sheriff, Land Titles forms fees, and legal advice and services. It is difficult to estimate costs as each case is different.

Default and lien are anticipated to be similar to the default rates in current Yukon government LIT programs of approximately 3%. City of Whitehorse estimates 5% default for residential and 7% default for commercial. Some tax payers are known to wait to pay until the last step before the application for title.

Projected # projects until 2030		3% default	5% default	7% default
Residential	965	28.95	48.25	67.55
Commercial	89	2.67	4.45	6.23

Caveats

The potential solutions proposed by the working group were discussed without prejudice. It does not commit any of the parties to proceeding.

Pros, cons and feasibility have not been fully explored at this stage.

The Yukon government will seek advice from Finance on some items for compliance with the *Financial Administration Act* and other potential laws, legislation and policy.

Municipalities will ensure that the solution is supported by their leadership and matches their compliance obligations.

Better Buildings Program

Objective	Options	Rationale
Not introduce barriers to participation for applicants	Keep \$500 user-pay admin fee (as proposed), and apply it to non-municipal applicants (new).	<p>Consistent with fee in the Domestic Water Well Program.</p> <p>Some user-pay offset of program costs but not prohibitive.</p> <p>Treats all participants equally; provides revenue for both YG and municipal administration</p>
Mitigate financial and administrative risks to municipalities over the short, medium and long term	Hybrid funding model: user-pay \$500 per project for client intake (year 1); and scalable YG annual funding for ongoing municipal administration in years 2-14.	Recognize different resource pressures at program start-up and client intake; ongoing admin (up to 15 years per project); and default/lien stages
Determine resource requirements for municipal participation	<p>YG partially offsets ongoing municipal resources needed for work created by program.</p> <p>Proposed “hourly billing” formula per project per year, as above.</p>	<p>See workflow charts for details of existing processes and workload.</p> <p>Recognizes work flow, resource needs and complexity varies between municipalities.</p> <p>Provides some predictability as projects are cumulative.</p> <p>Disperses the cost of program administration across all territorial tax payers (rather than only users or municipal taxpayers)</p>
	Municipalities review application of administrative charge to	ATA s.84 (3) allows an administration charge of 10% of the arrears or \$25, whichever

Better Buildings Program

Objective	Options	Rationale
	recoup more costs from default properties.	is the greater, to be added to and form part of the taxes.
	YG pays portion of costs for default/lien process where BB LIT and municipal taxes are owed and costs incurred are not recovered from administration charge. YG pays all costs where only BB LIT is owing.	See lien workflow chart (“8 lien process detail” and “9 COW detail”) for costs and steps incurred in default process. All costs may not be recovered if client pays before property is transferred.
Keep transfer of payments (YG to municipality) predictable and simple.	Annual payment from YG on same schedule as Comprehensive Municipal Grant.	Easier for financial processing to do all at same time.
Evaluation mechanisms: allow future flexibility and changes for the program	AYC and YG reconvene the working group two years after the program is launched to address emerging issues, verify assumptions/ projections.	The program assumptions of volume and complexity could be wrong: fine tune and address issues.
	Develop an evaluation mechanism to provide more precise measures of administrative workload. Build a review process into the program agreements to adjust, if needed, the municipal administration charge after 2 years of program administration.	Some elements/changes could be phased in over time. DWWP agreement allows amendment at any time by written agreement. The Parties agree not to discuss increasing the municipal administration charge until after 5 years of DWWP administration.

Better Buildings Program

Objective	Options	Rationale
	Communications plan for program shut down when no new clients are accepted (YG) or municipality not participating.	YG program is planned until 2030 but debt collection continues until 2045. Will remain in legislation. Could cause confusion in public.
Appropriate administrative mechanisms	Examine timelines and deadlines in program agreement for any flexibility. Amend the amendments to the <i>Assessment and Taxation Act</i> (Spring 2022 session) to allow 90 days for the remittance deadline for Better Buildings.	The remittance deadline of July 15 doesn't allow sufficient time for municipalities to reconcile and remit after July 2 tax deadline.
Mitigate impacts of public inquiries related to the program or payments.	Develop a joint communication strategy to address anticipated issues: <ul style="list-style-type: none"> • YG to offer training on program content and FAQs to support front counter and phone line inquiries • LIT tax questions • Alternate funding for projects that don't qualify, people without sufficient equity • Acknowledge all participants and their role and recognition within the program 	Reduce confusion for public, reduce workload of municipal staff regarding YG administered portion of the program. Direct applicants to Energy Branch for options counselling.

Better Buildings Program

Issues of concern

Lack of means testing: Program applicants need approval of their mortgage lender (if there is one) and taxes in good standing. They cannot exceed 25% assessed property value. This keeps the barrier to participation lower while still mitigating against default.

This position is understood, yet no requirement for income or means testing concerns some municipalities because the participants may be challenged to repay the debt if energy savings are not as high as anticipated, or other variables change over time. The default and lien process are resource intensive for municipalities and unpleasant for citizens.

Similarly, taxes in good standing in the year of application does not reflect payment history or continued ability to remain in good standing. Follow-up or management support from the tax authority may be required for participants at their financial limit.

Barriers for low assessed property value: For property owners with lower assessed value or high existing LIT debt, there is less room to borrow within the 25% assessed property value cap, which may deter someone from retrofits if the financing will not cover the bulk of the deep retrofit project's costs. Furthermore, the proposed program would apply the rebate to the loan, reducing debt but not providing as much capital as applying rebates to expand the project budget. (The departments are now exploring paying the rebate to the owner rather than applying it to the debt.)

The requirement to work within a retrofit package for a 20% improvement in energy use will deter a participants eligible for smaller improvements, such as \$17,500 for windows on a property assessed for \$75,000. People who most need assistance may be excluded, and this may be seen as inequitable to communities with lower assessed value housing stock. Changing or removing the energy target would not ensure that the buildings are improved to the level needed to reduce energy, meet climate change targets, and offer improved resiliency and comfort to home owners. The promotion of other territorial and federal programs and rebates for projects outside the scope of Better Buildings will be addressed in the communications plan.

Work yet to be undertaken

- Develop a joint communication strategy.
- Review program agreement elements.

Better Buildings Program

Other related issues

Cumbersome lien process: A review of the lien process legislation is recommended as soon as possible. Legislation does not allow alternative collection methods outside the lien process (i.e., collection agency); there is limited recovery of tax authority expenses when the issue resolved without the sale of property; and the transfer of derelict properties is an environmental and/or financial liability to tax authority properties.

Land Titles, process and fees: The land title process is an administrative burden that creates recurring small fees and expenses. The Land Titles Office (Department of Justice) has a low threshold for errors (i.e., punctuation, capitalization) that results in documents being returned, creating repeated work and expense, and adding to the default/lien process timeline.

Municipal requests for act reviews: Municipalities request that a timeline to examine the *Municipal Act* and the *Assessment and Taxation Act* be established. Municipal concerns, beyond the Better Buildings program, were not addressed when the Yukon government introduced amendments to these acts.

Request for Decision



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

☐ In Camera

SUBJECT:	Lot 40 Expired Agreement for Sale		
PREPARED BY:	Planning & Development	ATTACHMENTS: 1. 2019 extension amendment 2. 2017 extension amendment 3. Original land sale agreement	
DATE:	October 11, 2022		
RELEVANT BYLAWS / POLICY / LEGISLATION:			

RECOMMENDATION

It is respectfully recommended that Council direct Administration to transfer title of Lot 40, Dome Road as per the Land Sale Agreement.

ISSUE

The build requirement has been completed to the level indicated in the Agreement for Sale (occupancy). As such, this is now being brought forth to Council for decision to proceed with transferring title of the lot.

BACKGROUND SUMMARY

The lot was purchased by the applicant through the Dome Road lottery in January 2015. The Land Sale Agreement included a variety of conditions that the applicant was required to fulfill before transfer of title could occur. One of these conditions was a Building Requirement.


The proponent had communicated with Administration that they had received final occupancy, which is the build requirement under section 4 of the Agreement. As such, Administration understood that the requirements under the Agreement had been met. Council reviewed the agreement at Committee of the Whole meeting CW22-13 and moved a resolution to forward to a Council meeting for approval.

CW22-13-07 Moved By: Mayor Kendrick
Seconded By: Councillor Somerville

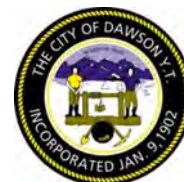
That Committee of the Whole forward to Council to transfer title of Lot 40, Dome Road Subdivision, as per the land sale agreement.

CARRIED 5-0

APPROVAL

NAME:	Cory Bellmore, CAO	SIGNATURE: 
DATE:	Oct 15, 2022	

Report to Council



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

SUBJECT:	Community and Recreation Grants	
PREPARED BY:	Paul Robitaille, Parks and Recreation Manager	ATTACHMENTS:
DATE:	October 20, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION: Community Grant Policy #16-01, Recreation Grants Policy 2017-06		

RECOMMENDATION

THAT Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$14,000.00 and Council approve the Level 2 Recreation Grants, as recommended by the Recreation Board in the amount of \$2,390.00.

BACKGROUND SUMMARY

\$40,000 is budgeted for Community Grants to be dispersed over the three intakes. The City of Dawson received six applications for Community Grants in the September 2022 intake. **If council approves the Community Grants as recommended by the Community Grant Committee in the amount of \$14,000, there will be \$1,630 remaining.**

The Recreation Board dispenses two levels of funding under the Recreation Grant Program. Level 1 is intended for individuals or small groups. Level 2 is for community groups, organizations, non-profits and leagues. \$43,051 was budgeted for this year. \$2,390 was committed in this September 2022 intake. **If council approves the Level 2 Recreation Grants as recommended by the Recreation Board in the amount of \$2,390, there will be \$21,787 remaining for this fiscal.**

ANALYSIS / DISCUSSION

The evaluation criteria for Community Grants applications is as follows:

- Provide a lasting infrastructure legacy to the community;
- Demonstrate significant volunteer involvement;
- Generate significant local spending and economic impact;
- Maintain open public access to the event or project
- Demonstrate partnership with other levels of government and community groups;
- Show large event attendance and local involvement;
- Have limited access to alternative funding sources;
- Generate awareness of City of Dawson;
- Create a sustainable public and social benefit;
- Involve youth and seniors
- and the *Recreation Grants Policy* establish the criteria

The evaluation criteria for Recreation Grants is as follows:


- Public benefit (number of participants, large target audience)
- Reduction of barriers (such as low fees, accessibility, reduce social & cultural barriers, location)
- Building capacity (leadership development, instructor training, activity promotion or infrastructure improvement)

- Application (complete, alternative funding sources, partnerships)

Based on the evaluation criteria established in the *Community Grants Policy* and the *Recreation Grants Policy* the respective committees make the following recommendations to Council for approval:

Organization	Project	Requested	Community Grants	Recreation Fund	Conditions
Dawson Society for Children and Families	Language Immersion	\$3000.00	\$2,000.00	\$1000.00	
Dawson City Community Radio Society	Radio Volunteer Training	\$1,000.00	\$1,000.00	\$0	
Klondike Active Transport & Trails Society	Operating Expenses	\$4,390.00	\$3,000.00	\$1,390.00	
Climb Higher Initiative	Pole Dancing 100 Series	\$3,000.00	\$2,000.00	\$0	
(S)hiver Arts Society	(S)hiver Arts Festival 2023	\$3000.00	\$3000.00	\$0	
SCUM Collective	Scary Tales	\$3000.00	\$3000.00	\$0	
Total Committed			\$14,000.00	\$2,390.00	
Current Balance			\$1,630.00	\$21,787.00	

APPROVAL

NAME:	C Bellmore	SIGNATURE: 
DATE:	October 20, 2022	

Report to Council



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

☐ In Camera

AGENDA ITEM:	Midnight Dome Summit Trail Design and Build Contract Award	
PREPARED BY:	Paul Robitaille, Parks and Recreation Manager	ATTACHMENTS: <ul style="list-style-type: none">• <i>Midnight Dome Summit Trail Design & Build</i> Schedule A: Terms of Reference• <i>Midnight Dome Summit Trail Design & Build</i> Appendix A: Map
DATE:	October 26, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION: <ul style="list-style-type: none">• Procurement Policy #2021-03		

RECOMMENDATION

That Council award the Midnight Dome Summit Trail Design and Build to Wittig Contracting as per their submitted bid.

ISSUE / PURPOSE

To award the Midnight Dome Summit Trail Design and Build to the recommended bidder, Wittig Contracting.

BACKGROUND SUMMARY

In 2015, the City of Dawson undertook the development of the Dawson Region Trail Management Plan. This plan focused on the creation of various trails, including mountain biking and hiking trail to improve and diversify our existing trail network. Since 2015, multiple trails have been constructed as per the implementation portion of this plan, which have made Dawson more of a destination for trail enthusiasts and enjoyable for our local community.

Hiking the Midnight Dome is a popular activity for locals and visitors alike. However, the current routes to hike the Midnight Dome are steep, inaccessible, or present safety concerns. The Dawson Region Trail Management plan suggests building a hiking trail from Acklen Ditch Trail to the Midnight Dome Summit.

ANALYSIS / DISCUSSION

With the approval of the 2022-2024 Capital Project Plan, Council gave direction to administration to initiate projects within that document. Based on this direction and the recommendation in the Dawson Region Trail Management Plan, administration issued a Request for Quotations (RFP) on September 15 2022, which closed on October 14, 2022.

This scope of work and location of the proposed trail can be seen in the attachments to this RFD (Midnight Dome Summit Trail Design & Build – Schedule A: Terms of Reference; Appendix A: Map). Two bids were received for this RFP, which both met the minimum requirements.

The 2022-2024 Capital Project Plan budgeted \$150,000 for the completion of this trail. The bids provided were both substantially lower than the budgeted amount (\$78,112 & \$98,500).

Bids were evaluated as per the Evaluation Form in the RFP bid documents:


Item of Work	Scoring Amount
Fee for Full Scope	60%
Detailed Trail Plan and Rationale	30%
Detailed Project Milestone Schedule	10%
Total	100%

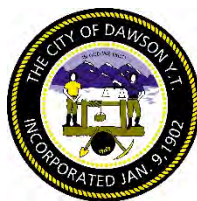
Based on the review and evaluation by administration of the received bids for this RFP, administration recommends the contract for the Midnight Dome Summit Trail Design & Build be awarded to Wittig Contracting.

As part of the Capital Project Plan, Administration budgeted for this project to be supported through The Canada Community Building Fund, formerly known as Gas Tax. Based on this direction, administration recommends that council support the decision to award this contract to Wittig Contracting for \$78,112, with funding from The Canada Community Building Fund.

OPTIONS:

1. That Council award the contract for the Midnight Dome Summit Trail Design & Build be awarded to Wittig Contracting, and that council support the decision to fund this project utilizing Canada Community Building Fund; or
2. That Council award the contract for the Midnight Dome Summit Trail Design & Build be awarded to Wittig Contracting; or
3. That Council does not award the contract for the Midnight Dome Summit Trail Design & Build.

APPROVAL		
NAME:	C Bellmore	SIGNATURE: 
DATE:	2022-10-26	



CITY OF DAWSON

Midnight Dome Summit Trail Design & Build Schedule A: Terms of Reference

Background

In 2016, City of Dawson developed the *Dawson Trail Management Plan*. This plan recommended the improvement of existing trails, and the creation of various multi-use and biking or hiking primary trails.

As a result of much of this work, safety concerns have arisen between users looking to hike the Midnight Dome and bikers looking to descend the new trail network.

Hiking the Midnight Dome also remains one of the favourite outdoor pursuits of locals and visitors to our community. However, with the number of trails currently located near the existing route to summit the Dome, sumitting can be confusing.

Biking up the Dome, also remains one of the challenges to our current network. An official up track trail would be beneficial and offer a new challenge to riders in our area looking to summit the Dome via bicycle.

Based on these challenges, and the goals of the *Dawson Trail Management Plan*, the City of Dawson is looking to build a trail that would allow hikers to summit and descend the Midnight Dome safely from the Acklen Ditch Trail to the top of the summer of the Midnight Dome.

Objectives

The City of Dawson is seeking the services of a qualified Contractor to design and construct a single-track trail, from the Acklen Ditch Trail to the top of the Midnight Dome.

The trail should be designed with the goal of allowing novice hikers and determined pedal bikers to summit the Dome, while enjoying views of the river, townsite, and Yukon River valley below. Switchbacks and other methods, to mitigate intense inclines and overly difficult climbs, should be considered.

Suggested method of building, is a hand build of a trail under 1.9 metres wide. However, should proponent wish to suggest another method, City will definitely consider, based on rationale presented.

Ideally, scouting and design of the trail would occur in 2022-23, with Land-Use Permitting (if required) being applied for, by the City of Dawson in the winter of 2023. Aim would be to have construction finalized by August 31, 2023.

Scope of Work:

The contractor will report to the Parks & Recreation Manager for the duration of this project. The general duties and responsibilities of the Contractor include:

1. Scouting, to determine trail design, building method and layout of the Midnight Dome Summit Trail between the Acklen Ditch trail and the summit of the Midnight Dome (See RFQ - Midnight Dome Summit Trail Design & Build

Appendix A).

2. Proposal of trail building method, including considerations around width of trail build, equipment used, and mitigation of any risks during build, for items such as serpentine handling.
3. Provision of exact trail map & plan, including building material, building methods, equipment to be used, and a proposed map of trail to City of Dawson by December 1, 2022, if proposal necessitates a land use permit application. Should build not require a land use permit, then these provisions can be delivered by May 15, 2023.
4. Communication with Parks and Recreation manager throughout project, to ensure considerations around land-use permitting (if necessary), and information to public is being shared through appropriate channels.
5. Construction of Midnight Dome Summit trail, including:
 - a. Supervision of trail crew and sub-contractors
 - b. Coordination and scheduling of equipment rentals and trail building materials
6. The Contractor shall determine the best approach to the design and construction of this trail in accordance with industry standards.
7. The Contractor shall ensure the trail has proper signage, that adheres to the branding of the City of Dawson, and is visible to users
8. The Contractor shall ensure that the trail is installed as to not be dangerously close to any existing *Downhill Biking Only* trails, and functions safely with other activities at the top of the Midnight Dome.
9. The Contractor shall source the materials and equipment needed to perform the work.
10. The Contractor will provide the City of Dawson with photographs detailing the work completed and the materials used.
11. The Contractor shall provide the City of Dawson with a letter of warranty at time of job completion for five (5) years.
12. Construction should be completed by August 31, 2023.

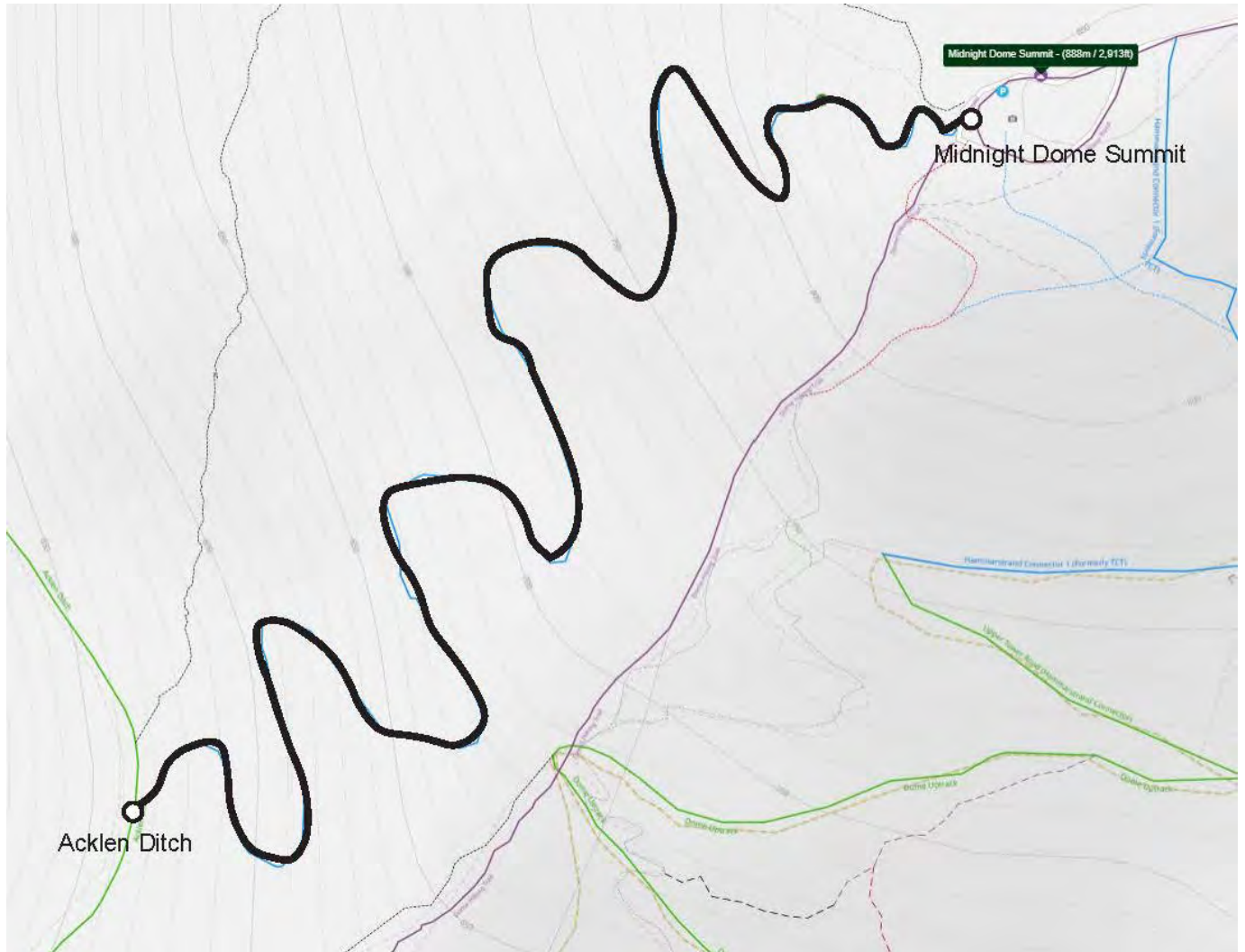
End of Terms of Reference



City of Dawson

Midnight Dome Summit Trail Design & Build

Appendix A: Map



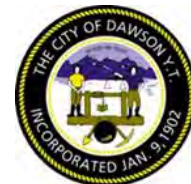
General Trail Location for Midnight Dome Summit Trail

*Exact trail location would be determined by contractor, based on scouting, landscape, best practices, and desired outcome of trail build.

Approximate climb: 330m

Approximate length of trail: 2 to 2.5km depending on final trail plan

Report to Council



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

☐ In Camera

AGENDA ITEM:	Dawson Lagoon Update #1		
PREPARED BY:	C Bellmore	<ul style="list-style-type: none">- Dawson Lagoon Project Update, October 18, 2022- Dawson Lagoon Project Outline	
DATE:	October 24, 2022		
RELEVANT BYLAWS / POLICY / LEGISLATION:			

RECOMMENDATION

That Council accept this report – Dawson Lagoon Update, October 18, 2022 as information

ISSUE / PURPOSE

To provide updates to Council on the progress of the planning for the future Dawson Lagoon.

BACKGROUND SUMMARY

In 2020 council direction administration to move forward with the and conceptual design work on a lagoon based process:

C20-01-06 Moved by Councillor Johnson, seconded by Councillor Ayoub that council directs Administration to proceed with the siting and conceptual design work on a lagoon-based process for the treatment of the City of Dawson's wastewater.
Motion Carried 4-0

The pandemic prevented further engagement on this project and work commenced again this year.

Following the letter from Minster Mostyn in March 2022 and direction from Committee of the Whole for Yukon Government to take the lead on this project, a Working group was set up to continue to plan and move this project forward.

TH has asked to be engaged and a stakeholder actively involved in this file and a draft TH Engagement and Consultation Plan has been forwarded to them for comment on a proposed approach with working together.

Recommendations from the Working group are expected in late 2022 or early 2023 to be presented to Council, so that a location can be determined and further planning commenced.

APPROVAL		
NAME:	Cory Bellmore	SIGNATURE:
DATE:	October 25, 2022	

PROJECT UPDATE

Project: Dawson Lagoon
Date: October 18, 2022
From: Annika Palm
Senior Project Manager, Infrastructure Development Branch

Recent Work Completed:

- A Working Group including City of Dawson, Tr'ondëk Hwëch'in and Yukon Government was established.
 - o The first objective of the working group is to provide a recommendation on the lagoon location, this is expected to be in the area of the Callison subdivision.
- The Working Group has met several times and a few sites are still under consideration.
- A GIS based lagoon location tool has been created and is being updated and used by the Working Group to track and compare various data in the Dawson area.
- An extensive wastewater sampling and analysis program was completed by Kerr Wood Leidal to collect and refine key data required to support the design of the proposed lagoon. The Final Report is now being finalized and will be a key piece of information for future technical work on the project.
- YG provided a draft Engagement and Consultation Plan to TH, for comment. Comments recently received.

Current status:

- The lagoon location tool is being updated based on input from the Working Group.
- YG updating Engagement and Consultation Plan.

Upcoming:

- Recommendation from Working Group regarding lagoon location. Anticipating recommendation by end of 2022 or early 2023.
- Briefings to CoD, TH and YG government officials regarding Working Group's location recommendation.
- Discussion with Mining Claim holders and Public Engagement to follow, if recommended location is agreed by CoD, TH and YG for further investigation.

- Engineers have recommended a pilot study, to review and prove lagoon performance. This is expected to be similar in size to a shipping container and potentially located outside the existing WWTP. It would be plumbed into the existing wastewater stream. No plans have been made to proceed with this at this time, but it is under review.

Dawson Lagoon: Project Outline

City of Dawson,
Mayor and
Council decision
point

Tr'ondëk
Hwëch'in, Chief
and Council
decision point

- ✓ Define problems and Objectives
- ✓ Identify regulatory and government stakeholders
- ✓ Develop preliminary schedule

- ✓ Confirm November 2018 letter and request YG support for scoping

Initiation (3 months)

- ✓ Collect & organize background information
 - Establish working group who will communicate recommendations and findings to CoD and TH
- ✓ Review past work and sites
- ✓ Develop detailed project plan
 - Develop risk mitigation strategy
- ✓ Develop a public engagement plan
 - Develop Service Agreement between CoD and YG

- ✓ Determine project management structure (YG or City of Dawson lead) for remainder of project.

Preparation
(6-9 months)

- Data gathering for lagoon design
- Develop consultation plan for TH
- Manage engineering consultant(s) providing feasibility and conceptual design work
- Facilitate working group meetings
- Working group to recommend site(s) for further consideration and public engagement.

- **Confirm approval to move forward with discussion with mining claim holders and public engagement based on recommendation from working group.**

- Complete detailed survey of site(s)
- Lead discussions with potentially affected mining claim holders
- Lead coordination of Public Engagement
- Hire consultant(s) for geotechnical and hydrology assessments
- Update risk mitigation strategy and schedule
- Update project plan
- Working group to develop recommendation for lagoon site through discussion with THFNG, public engagement, discussions with affected mining claim holders and review of technical information.

- **Approve lagoon location**
- **Approve proceeding with detailed design and regulatory approval for the selected location.**

Project Planning
(1-2 years)

Dawson Lagoon: Project Outline

City of Dawson,
Mayor and
Council decision
point

Tr'ondëk
Hwëch'in, Chief
and Council
decision point

- Update service agreement between YG and City of Dawson
- Public procurement of engineering consultant for preliminary, detailed design and construction administration
- Complete preliminary design and outstanding geotechnical requirements
- Submit application for federal funding
- Complete 65% design and review
- Complete YESAB and water license approvals
- Complete detailed design
- Update schedule, communications plan & risk management strategy

• **Decision on proceeding with construction**

- Public procurement for construction
- Construction
- Continued stakeholder engagement

- Substantial completion and project turnover
- Training and O&M manuals
- Warranty period support
- Rectify deficiencies
- Post project evaluation with lessons learned discussion(s)
- City of Dawson operates facility

Detailed Design
(1-2 years)

Construction
(2-3 years)

Completion
(1-1.5 years)

Report to Council



☐ For Council
Decision

☐ For Council
Direction

☒ For Council Information

☐ In Camera

AGENDA ITEM:	New Recreation Centre Facility Update	
PREPARED BY:	Paul Robitaille, Parks and Recreation Manager	ATTACHMENTS: - Dawson City Recreation Centre Project Plan – October 18, 2022 - 2022-09-13- DRAFT ToR- Dawson Rec Centre Working Group
DATE:	October 25, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION:		

RECOMMENDATION

That council accept the following report as information

ISSUE / PURPOSE

Provide council a project update on new recreation centre project.

SUMMARY

Further work undertaken since *Project Plan – October 18, 2022 (Attached)*:

- Draft Technical Memorandum – Dome Road Development Stormwater Review shared with City of Dawson for review and discussion


Upcoming:

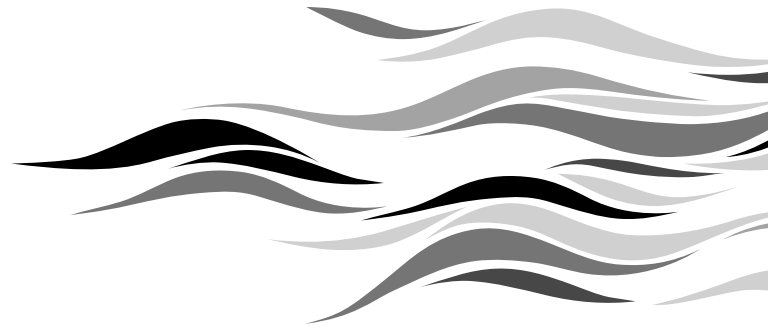
- Initial draft of two options for schematic design and cost estimate expected by end of October 2022. Once received, this will be shared with council.
- Proposed presentation and discussion of schematic options and cost estimates with council planned for November 2022.

ANALYSIS / DISCUSSION

Dawson City Recreation Centre Project Plan- October 18, 2022 establishes the next steps and potential timelines relative to this project.

APPROVAL

NAME:	Cory Bellmore	SIGNATURE: 
DATE:	October 26, 2022	



PROJECT UPDATE

Project: Dawson Recreation Centre
Date: October 18, 2022
From: Annika Palm
Senior Project Manager, Infrastructure Development Branch

Work completed since last update:

- Comments provided by YG and CoD on draft Functional Space Programs
- Stantec is under contract to complete DFO and Water License applications, including preliminary design of habitat offsetting, required due to filling dredge ponds where fish were found.
- YG and Stantec met with DFO to confirm what is required regarding habitat offset from infilling the dredge ponds.
- YG, CoD and Associated Engineering had a preliminary discussion about options for connecting to sanitary main, with CoD emphasizing the need to consider a building specific lift pump for the Rec Centre.
- Associated Engineering submitted draft stormwater feasibility memo looking at where stormwater could go when leaving the proposed stormwater pond if overflow is required.
- Draft Working Group Terms of Reference for CoD, TH and YG submitted. CoD confirmed okay. No comments received from TH.

Current status:

- Associated Engineering and Republic Architecture are finalizing the Preliminary Schematic Design options including plans and cost estimates. Proposed review meetings to take place in Dawson the first week of November.

Upcoming:

- YG to meet with the Dawson Mining Lands Office on Friday Oct. 21st to understand potential impacts of mining claims on Lot 1059
- Draft Climate Vulnerability Assessment expected October 24th.
- Submission of ICIP funding application- week of October 24th.

- Plan to submit YESAB project proposal on December 1st.
 - o This date is dependent on CoD adopting the Dome Road Master Plan on November 30th.
- What are the plans for finding a new snow dump?
- TH Engagement Plan- draft is underway. Just received comments from recently proposed Lagoon engagement plan- so will update draft accordingly and send to CoD for review.
- Communication Plan

Schedule Impacts:

- Next major project meeting is planned for first week of November- Review of Preliminary Schematic Design Options.
- Draft Schematic Design presentation is planned for week of February 6th.

Dawson Recreation Centre Schematic Design: Client Team

Terms of Reference

Created: September, 2022

BACKGROUND

Dawson City is planning to replace the existing Art and Margaret Fry Centre with a new Recreation Centre, due to major structural issues. A Recreation Centre Feasibility Study was completed in 2021, and subsequently, City of Dawson selected a location for the new facility at the bottom of the Dome Road.

The new Recreation Centre will be a valuable asset to the Dawson community for many years to come. In order to succeed, this project seeks support from City of Dawson, Tr'ondëk Hwëch'in First Nation and Yukon Government. Therefore, information sharing and effective communication between all parties will be key to achieve the best project outcomes.

PURPOSE

This Terms of Reference (ToR) speaks to participation through Schematic Design and will be updated prior to entering future design phases. Schematic Design will include:

- Two Preliminary Schematic Design Options (including floor plans and Class D capital and O&M cost estimates)
 - o One Option will be selected to proceed through Schematic Design
- Schematic Design Report and drawing package
 - o High level description of HVAC, plumbing, instrumentation and controls engineering systems
 - o Defining civil site services including a review of parking requirements
 - o Drawing package will include preliminary plans, elevations, building sections, 3D renderings, materials scheme

- Energy Report
- Class C capital and O&M cost estimates
- Regulatory Submissions
 - Work will begin on a project proposal to YESAB, DFO approvals and Water License application. The regulatory work will continue on during future design phases as well.

The client team is responsible for:

- reviewing project information produced by consultants
- providing comments and inputs to the design team
- keeping management and elected officials of their respective governments informed, as needed with accurate project information

Collaborating as three governments will increase open and effective communication between all parties to aid in project evaluation and effective decision making.

MEMBERS

Cory Bellmore, CAO, CoD

cao@cityofdawson.ca

Paul Robitaille, Recreation Manager , CoD

recmanager@cityofdawson.ca

Peter Maragu, Director of Housing and Infrastructure, TH

Peter.Marangu@trondek.ca

Annika Palm, Sr. Project Manager, YG

Annika.Palm@yukon.ca

COMMUNICATION

Internal communication - coordinated through Annika, with IDB leading the project management of this phase of the project. Documents and information produced by the consultants will be shared by IDB with CoD and TH for review and comment.

External communication – each member may use the information shared among this group to report to their respective leadership.

Communication to the public – all information with the intent of being made available to the public will be approved by all members of this group, prior to sharing it out.

TERM

This working group will meet on an as-needed basis throughout Schematic Design, which will conclude in early 2023.

CONFIDENTIALITY

Members of the client team will not share information and documents outside of reporting to management and elected officials within their organization, unless permission is granted by all members of the group.

SIGN OFF

Cory Bellmore, CAO City of Dawson	Date
Brenda Butterworth-Carr, Executive Director Tr'ondëk Hw'ëchin First Nation	Date
Shelby Workman, Director Yukon Government, Community Services Infrastructure Branch	Date



THE CITY OF DAWSON

2022 Annual Operating Budget and Capital Expenditure Program Amendment No. 1 Bylaw

Bylaw No. 2022-18

WHEREAS section 238 of the *Municipal Act, RSY 2002, c. 154*, and amendments thereto, provides that on or before April 15 in each year, council shall cause to be prepared and adopted by bylaw an annual operating budget for the current year, an annual capital budget for the current year, and the capital expenditure program for the next three financial years, and

WHEREAS the council of the City of Dawson approved *Bylaw #2022-02* being the *2022 Annual Operating Budget and Capital Expenditure Program Bylaw*, and

WHEREAS the council of the City of Dawson is desirous of amending *Bylaw #2022-02*, now

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

PART I - INTERPRETATION

1.00 Short Title

1.01 This bylaw may be cited as the ***2022 Annual Operating Budget and Capital Expenditure Program Amendment No. 1 Bylaw***.

2.00 Purpose

2.01 The purpose of this bylaw is to amend the 2022 Annual Operating Budget and Capital Expenditure Program Bylaw #2022-02.

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) “CAO” means the Chief Administrative Officer for the City of Dawson;
- (c) “city” means the City of Dawson;
- (d) “council” means the Council of the City of Dawson.



THE CITY OF DAWSON

2022 Annual Operating Budget and Capital Expenditure Program Amendment No. 1 Bylaw

Bylaw No. 2022-18

PART II – APPLICATION

4.00 Amendment

- 4.01 Appendix 'A' and Appendix 'B' of bylaw #2022-02 are hereby amended as shown in Appendix '1' of this bylaw.

PART III – FORCE AND EFFECT

5.00 Appendices / Schedules

- 5.01 Appendices and schedules attached and referred to in this bylaw form part of this bylaw and are to be read in conjunction with this bylaw.

6.00 Validity, Severability and Interpretation

- 6.01 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.

7.00 Enactment

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

8.00 Bylaw Readings

Readings	Date of Reading
FIRST	August 31, 2022
SECOND	September 21, 2022
THIRD and FINAL	

William Kendrick, Mayor
Presiding Officer

Cory Bellmore, CAO
Chief Administrative Officer



THE CITY OF DAWSON

*2022 Annual Operating Budget and Capital Expenditure Program Amendment No. 1
Bylaw*

Bylaw No. 2022-18

PART IV – APPENDIX (APPENDICES)

1. 2022 Annual Operating Budget and Capital Expenditure Program Amendment No. 1
APPENDIX '1'

**2022 Annual Operating Budget
Amendment**

Appendix "A"

			2022 Budget	2022 Budget Amendment
REVENUE:				
	General Municipality:			
		General Taxation	2,375,073	2,375,073
		Grants in Lieu of Taxes	1,062,317	1,074,139
		Grants	2,619,592	2,619,745
		Penalties and Interest	13,600	16,600
		Other Revenue	29,500	38,208
		Sale of Services	123,936	125,936
		Total General Municipality:	6,224,018	6,249,701
	Cable		165,400	221,400
	Protective Services:			
		Fire Protection	75,780	71,955
		Emergency Measures		
		Bylaw Enforcement	5,000	6,000
		Total Protective Services:	80,780	77,955
	Public Works:			
		Water Service	920,000	930,000
		Sewer Service	623,000	626,000
		Waste Management	459,840	461,840
		Other Revenue	106,500	106,500
		Total Public Works:	2,109,340	2,124,340
		Public Health - Cemetery	3,000	4,300
		Planning	140,000	146,700
	Recreation:			
		Recreation Common	60,551	60,551
		Programming & Events	58,500	58,500
		AMFRC	65,500	64,500
		Water Front	35,000	40,000
		Pool	18,250	20,050
		Green Space	13,500	16,000
		Total Recreation:	251,301	259,601
		TOTAL REVENUE:	8,973,839	9,083,997
	EXPENDITURES:			
	General Municipality:			
		Mayor and Council	179,466	179,466
		Council Election	-	8,265
		Grants/Subsidies	194,839	206,839
		Administration	1,250,856	1,201,378
		Other Property Expenses	26,600	21,600
		Computer Information Systems	114,000	104,000
		Communications	120,898	80,700
		Municipal Safety Program	4,477	4,477
		Total General Municipality:	1,891,136	1,806,725

**2022 Annual Operating Budget
Amendment**

Appendix "A"

			2022 Budget	2022 Budget Amendment
	Cable		230,359	226,800
	Protective Services:			
		Fire Protection	374,491	362,741
		Emergency Measures	32,293	26,293
		Bylaw Enforcement	114,734	115,334
	Total Protective Services:		521,518	504,368
	Public Works:			
		Common	454,637	503,088
		Roads and Streets - Summer	94,869	142,000
		Roads and Streets - Winter	319,782	402,781
		Sidewalks	68,413	40,413
		Dock	12,150	4,150
		Surface Drainage	73,869	65,950
		Water Services	1,167,070	1,345,070
		Sewer Services	273,680	331,931
		Waste Water Treatment Plant	232,000	232,000
		Waste Management	551,487	562,437
		Building Maintenance	379,857	379,858
		Waste Diversion	250,031	161,031
	Total Public Works:		3,877,845	4,170,709
	Public Health - Cemetery		13,000	13,000
	Planning		451,075	369,000
	Recreation:			
		Recreation Common	334,246	323,246
		Programming & Events	255,043	255,043
		AMFRC	582,876	644,126
		Water Front	67,810	56,610
		Pool	213,997	216,700
		Green Space	335,724	299,600
	Total Recreation:		1,789,696	1,795,325
	TOTAL EXPENDITURES:		8,774,629	8,885,927
	NET OPERATING SURPLUS (before reserve transfers)		199,210	198,070
	NON OPERATING EXPENSES:			
	Transfer To:			
		Administration Equipment	25,000	25,000
		Protective Services Equipment	50,000	50,000
		Public Works Equipment	50,000	50,000
		Recreation Equipment	25,000	25,000
		Facility Reserve	231,208	231,208
	Transfer from:			
		Carryforward Surplus from 2021	(200,000)	(192,836)
	Total Reserve Transfers		181,208	188,372
	NET SURPLUS/DEFICIT		18,002	9,698

**2022 Annual Operating Budget
Amendment**

Appendix "A"

GENERAL MUNICIPAL	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
GENERAL MUNICIPAL REVENUES				
REVENUES: GENERAL TAXATION				
Property Taxes - Residential	1,088,265	1,119,233	1,209,961	1,209,961
Property Taxes - Non-Residential	1,122,570	1,115,590	1,165,112	1,165,112
TOTAL GENERAL TAXATION REVENUE	2,210,835	2,234,823	2,375,073	2,375,073
REVENUES: GRANTS IN LIEU OF TAXES				
Federal Grants in Lieu - Residential	27,663	27,697	29,383	29,383
Territorial Grants in Lieu - Residential	10,921	13,589	15,580	15,580
Federal Grants in Lieu - Non-Residential	159,215	159,215	166,847	166,847
Territorial Grants in Lieu - Non-Residential	410,511	416,170	421,473	433,295
Tr'ondek Hwech'in Grants In Lieu	395,045	394,609	429,034	429,034
TOTAL GRANTS IN LIEU REVENUES	1,003,355	1,011,280	1,062,317	1,074,139
REVENUES: GRANTS				
Comprehensive Municipal Grant	2,387,843	2,512,359	2,550,592	2,550,592
Community Trust Training Grant	2,590	2,590	4,000	4,000
Carbon Rebate	12,612	35,275	65,000	65,153
Covid restart funding	308,420	159,957	-	-
TOTAL GRANT REVENUES	2,711,465	2,710,181	2,619,592	2,619,745
REVENUES: PENALTIES & INTEREST				
Penalties & Interest - Property Taxes	5,895	14,926	10,000	10,000
Penalties & Interest - Water & Sewer		8,991	3,000	6,000
Administration Fee - Tax Liens		-	600	600
TOTAL PENALTIES & INTEREST REVENUE	5,895	23,917	13,600	16,600
REVENUE: OTHER REVENUE				
Interest on General Account and Investments	64,746	23,976	30,000	38,708
Less Interest Transferred to Reserves	(59,922)	(22,773)	(17,500)	(17,500)
Bad Debt Recovery		80	1,000	1,000
Miscellaneous Revenue	10	22,351	10,000	10,000
WCB Choice Reward Program		6,000	6,000	6,000
TOTAL OTHER REVENUE:	4,834	29,634	29,500	38,208
REVENUE: SALE OF SERVICES				
Business Licence	40,024	34,099	38,000	40,000
Intermunicipal Business Licence	85	4,457	1,500	1,500
Certificate and Searches	1,295	1,473	1,475	1,475
Building Lease/Rental Income	59,110	116,125	82,961	82,961
TOTAL SALE OF SERVICES REVENUE	100,514	156,154	123,936	125,936
TOTAL GENERAL MUNICIPAL REVENUE	6,036,898	6,165,989	6,224,018	6,249,701

**2022 Annual Operating Budget
Amendment**

Appendix "A"

GENERAL MUNICIPAL	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
EXPENDITURES: MAYOR AND COUNCIL				
Wages & Honoraria - Mayor/Council	54,267	60,712	75,000	75,000
Benefits - Mayor/Council	2,609	3,057	3,750	3,750
Employee Wages - Council Services Admin.	50,782	47,977	43,231	43,231
Employee Benefits - Council Services Admin.	8,008	7,234	6,485	6,485
Membership/Conference Fees	24,454	26,750	30,000	30,000
Training - Mayor and Council		5,015	5,000	5,000
Travel - Accommodation and Meals	323		5,000	5,000
Travel - Transportation		5,057	7,500	7,500
Hospitality	1,373	1,113	2,000	2,000
Non Capital Equipment/Office Furniture	1,479	308	1,500	1,500
TOTAL MAYOR AND COUNCIL EXPENSES	146,138	157,223	179,466	179,466
EXPENDITURES: ELECTIONS/REFERENDUMS				
Election		8,370	-	8,265
TOTAL ELECTIONS/REFERENDUMS EXPENSES	-	8,370	-	8,265
EXPENDITURES: GRANTS/SUBSIDY				
Homeowner Senior Tax Grants	19,680	24,964	22,000	29,000
Development Incentive Grant	17,787	25,730	51,839	51,839
Water and Sewer - Senior Discount	60,030	51,173	50,000	55,000
Community Grants	26,147	40,465	30,000	30,000
Dawson Ski Hill Grants	5,631	8,131	6,000	6,000
KDO Funding	35,000	35,000	35,000	35,000
COVID-19 funding	136,860	21,840	-	-
TOTAL GRANTS/SUBSIDY EXPENSES	301,135	207,303	194,839	206,839
EXPENDITURES: ADMINISTRATION				
Wages - Administration	399,769	501,646	486,615	486,615
Benefits - Administration	112,220	100,182	72,992	72,992
Professional Fees	80,456	24,294	2,000	2,000
Audit	22,000	22,000	25,000	22,000
Legal	91,540	64,798	100,000	100,000
Human Resource	5,805	14,329	15,000	15,000
Membership/Conference	250	290	2,500	2,500
Training	5,376	2,792	10,000	5,000
Travel - Accommodation and Meals	718	1,014	6,000	6,000
Travel - Transportation	5,049	2,526	10,000	10,000
Promotional Material/Hosting Events	2,219	1,960	3,000	3,000
Subscriptions & Publications	3,812	3,890	2,000	2,000
Postage ALL DEPTS	15,114	8,691	13,500	13,500
Freight	1,555	1,583	2,000	2,000
Supplies - Office ALL DEPTS	15,430	28,143	30,000	30,000
Non Capital Equipment	16,446	1,994	4,000	4,000
Photocopier Expense - ALL DEPTS	7,962	8,800	9,000	9,000
Building Repairs and Maintenance	6,739	34,021	40,000	15,000
Electrical	13,559	11,307	15,000	19,500
Heating	17,330	15,825	18,000	27,000
Insurance - ALL DEPTS	222,318	267,765	295,292	265,315

**2022 Annual Operating Budget
Amendment**

Appendix "A"

GENERAL MUNICIPAL	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
Telephone and Fax	31,092	31,190	33,000	33,000
Bank Charges	8,217	3,903	8,100	8,100
Payroll Fees	1,037	4,420	3,360	3,360
Bad Debt Expense	600	500	4,796	4,796
Assessment Fees	37,559	37,932	38,500	38,500
Tax Liens/Title Searches		-	200	200
Intermunicipal Business Licence		-	1,000	1,000
TOTAL ADMINISTRATION EXPENSES	1,146,842	1,195,795	1,250,855	1,201,378
EXPENDITURES: OTHER PROPERTY EXPENSES				
Repairs and Maintenance - 8th Residence	2,531	1,911	7,000	7,000
Repairs and Maintenance - 6th Ave. Rental	3,329	757	10,000	5,000
Property Lease /staff housing			9,600	9,600
TOTAL OTHER PROPERTY EXPENSES	12,394	2,668	26,600	21,600
EXPENDITURES: COMPUTER INFORMATION SYSTEMS				
Accounting System Support Plan	19,560	27,918	30,000	30,000
Network Workstation Support Plan & Updates	67,062	56,214	45,000	45,000
Network Software and Accessories	6,012	30,760	35,000	25,000
Repairs, Maintenance & Non Capital Replacement	845	697	4,000	4,000
TOTAL COMPUTER IT EXPENSES	93,479	115,589	114,000	104,000
EXPENDITURES: COMMUNICATIONS				
Communications - Wages		-	61,911	40,000
Communications - Benefits		-	9,287	6,000
Communications - Advertising ALL DEPTS		22,403	28,200	18,200
Supplies		-	10,000	5,000
Licence Fees	2,513	1,993	2,500	2,500
Contracted Services	5,995	145	9,000	9,000
TOTAL COMMUNICATIONS EXPENSES	8,508	24,541	120,898	80,700
EXPENDITURES: MUNICIPAL HEALTH & SAFETY PROGRAM				
Wages - Safety	9,881	4,818	3,927	3,927
Benefits - Safety	830	672	550	550
TOTAL MUNICIPAL HEALTH & SAFETY EXPENSES	10,711	5,490	4,477	4,477
TOTAL GENERAL MUNICIPAL EXPENSES	1,719,207	1,716,979	1,891,135	1,806,725
TOTAL GENERAL MUNICIPALITY REVENUES:	6,036,898	6,165,989	6,224,018	6,249,701
TOTAL GENERAL MUNICIPALITY EXPENSES:	1,719,207	1,716,979	1,891,135	1,806,725
NET GENERAL MUNICIPALITY	4,317,691	4,449,010	4,332,883	4,442,976
DEPARTMENTAL WAGES AND BENEFITS	467,356	570,905	641,040	615,842

**2022 Annual Operating Budget
Amendment**

Appendix "A"

CABLE	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
REVENUES - CABLE:				
Cable Television:				
Analog Basic	143,521	143,020	110,000	160,000
Digital Basic	54,566	56,356	40,000	44,000
Packages	4,441	13,431	10,000	12,000
New Installations/Reconnects	135	2,288	2,000	2,000
Fibre Optic Rental	4,440	4,440	3,400	3,400
TOTAL REVENUE - CABLE:	208,392	221,460	165,400	221,400
EXPENDITURES - CABLE:				
Wages	19,864	27,024	27,095	24,000
Benefits	3,271	3,858	4,064	3,600
Advertising/Analog Channel Guide	3,780	6,920	7,500	7,500
Supplies - Office	28	1,586	2,500	2,500
Non-capital Equipment/Office Furniture	5,040	-	2,000	2,000
Tower/Equipment Repairs and Mtnce.	3,005	2,276	2,000	2,000
Electrical	12,726	12,776	13,000	13,000
Telephone and Fax	2,181	2,083	2,200	2,200
Contracted Services	54,745	37,120	40,000	40,000
Supplies - Operating	4,203		2,000	2,000
Cable Pole Rental/Site Lease	33,064	34,953	35,000	35,000
Television Stations	109,484	92,550	93,000	93,000
TOTAL EXPENDITURES - CABLE:	251,391	221,146	230,359	226,800
TOTAL CABLE REVENUES:	208,392	221,460	165,400	221,400
TOTAL CABLE EXPENSES:	251,391	221,146	230,359	226,800
NET CABLE EXPENSES	(42,999)	314	(64,959)	(5,400)
CEMETERY	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
REVENUE - CEMETERY PLOTS:				
Sale of Cemetery Plots	2,723	2,400	3,000	4,300
TOTAL CEMETERY REVENUE:	2,723	2,400	3,000	4,300
EXPENDITURES - CEMETERY PLOTS:				
Contracted Services		-	8,000	8,000
Landscaping		-	5,000	5,000
TOTAL CEMETERY EXPENSE:	-	-	13,000	13,000
TOTAL CEMETERY REVENUES:	2,723	2,400	3,000	4,300
TOTAL CEMETERY EXPENSES:	-	-	13,000	13,000
NET CEMETERY EXPENSES	2,723	2,400	(10,000)	(8,700)

**2022 Annual Operating Budget
Amendment**

Appendix "A"

PLANNING & DEVELOPMENT:	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
REVENUES - PLANNING:				
Development Permits	21,231	12,605	30,000	25,000
Subdivision Development Fees	-	210	5,000	10,000
Land Sales	840	-	60,000	60,000
Cash in Lieu (parking)		58,900	-	21,700
Transfer in from Reserves (DT Rev)			45,000	30,000
Transfer in from Reserves (Heritage)			-	10,000
TOTAL REVENUE - PLANNING:	22,071	71,715	140,000	146,700
EXPENDITURES - PLANNING:				
Wages - Planning	109,616	127,334	223,461	190,000
Benefits - Planning	22,525	17,306	34,114	28,500
Honoraria	10,400	8,400	12,000	12,000
Legal	17,501	1,690	50,000	50,000
Training	250	1,007	6,000	6,000
Travel - Accommodation and Meals	-	-	3,000	3,000
Travel - Transportation	-	-	4,000	4,000
Subscriptions & Publications		-	500	500
Non Capital Equipment/Office Furniture	1,066	718	3,000	3,000
Downtown Revitalization	-	-	45,000	30,000
Heritage Incentive				10,000
Contracted services	525	717	40,000	2,000
Survey and Title Costs	9,266	39,353	30,000	30,000
TOTAL EXPENDITURES - PLANNING:	172,643	196,525	451,075	369,000
TOTAL PLANNING REVENUES:	22,071	71,715	140,000	146,700
TOTAL PLANNING EXPENSES:	172,643	196,525	451,075	369,000
NET PLANNING EXPENSES	(150,572)	(124,810)	(311,075)	(222,300)

PROTECTIVE SERVICES		2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
REVENUES - FIRE PROTECTION					
	Fire Alarm Monitoring	20,235	14,380	12,780	9,955
	Inspection Services		-	2,000	2,000
	Fire & Alarm Response	3,000	-	5,000	5,000
	Miscellaneous Protective Services	465	6,000	6,000	5,000
	CMG - Fire Suppression	50,000	50,000	50,000	50,000
TOTAL FIRE PROTECTION REVENUES		73,700	71,380	75,780	71,955
EXPENSES - FIRE PROTECTION					
	Wages - Fire Protection	86,594	81,143	82,601	82,601
	Benefits - Fire Protection	46,509	29,192	12,390	12,390
	Fire Fighter Call Outs	31,065	35,760	45,000	45,000
	Benefits - Fire Fighter WCB	6,937	18,509	20,000	24,000
	Professional Fees (medical fees)	1,800	522	2,000	2,000
	Membership/Conference	150	150	1,000	1,000
	Training/Certificates	29,850	40,502	50,000	50,000
	Travel - Accommodation and Meals	2,238	5,582	6,000	6,000
	Travel - Transportation	628	211	5,000	5,000
	Promotional Material/Special Events	(1,159)	5,085	10,000	10,000
	Subscriptions & Publications		236	2,000	2,000
	Freight		1,462	2,000	2,000
	Non Capital Equipment	791	2,332	8,000	8,000
	Building Repairs and Maintenance	596	3,184	4,000	4,000
	Electrical	6,065	5,492	5,000	6,500
	Heating	7,427	6,967	6,500	9,750
	Insurance (FF additional)	5,083	4,262	5,000	5,000
	Telephone and Fax	7,587	7,613	6,500	6,500
	Contracted Services	17,352	22,388	20,000	15,000
	Supplies - Operating and safety	13,562	16,637	25,000	20,000
	Supplies - Specialty Clothing	23,357	11,337	30,000	30,000
	Supplies - Safety	4,935	2,608	5,000	-
	Smoke/CO Detector Campaign	221	323	5,000	-
	Training facility		-	5,000	-
	Vehicle Fuel	2,917	2,586	3,000	4,500
	Vehicle Repairs and Maintenance	824	1,902	2,500	2,500
	Heavy Equipment Fuel	765	873	1,000	1,500
	Heavy Equipment Repairs and Maintenance	393	2,585	5,000	7,500
TOTAL FIRE PROTECTION EXPENSES		299,783	310,706	374,491	362,741
NET FIRE PROTECTION EXPENSES		(226,083)	(239,326)	(298,711)	(290,786)

PROTECTIVE SERVICES	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
EMERGENCY MEASURES				
EXPENSES - EMERGENCY MEASURES:				
Wages - EMO	18,294	17,943	17,345	17,345
Benefits - EMO	2,860	2,573	4,000	4,000
Training/Certificates		-	4,000	-
Travel - Accommodation and Meals	2,777	-	1,000	-
Travel - Transportation		-	1,000	-
Supplies (includes Infosat communication)	177	861	1,948	1,948
Non Capital Equipment	428	924	1,000	1,000
Safety Kits and Supplies	254	-	2,000	2,000
TOTAL EMERGENCY MEASURES EXPENDITURES	25,054	22,301	32,293	26,293
BYLAW ENFORCEMENT				
REVENUES - BYLAW ENFORCEMENT				
Bylaw Revenue		-	2,000	3,000
Animal Control Fees	1,435	3,025	3,000	3,000
TOTAL BYLAW ENFORCEMENT REVENUES	1,435	3,025	5,000	6,000
EXPENSES - BYLAW ENFORCEMENT:				
Wages - Bylaw	75,698	73,332	70,879	70,879
Benefits - Bylaw	20,991	1,919	8,505	8,505
Membership/Conference		-	500	500
Training		473	3,000	3,500
Travel - Accommodation and Meals	1,794	96	2,500	2,250
Travel - Transportation		-	2,000	1,750
Promotional Material/Special Events		6	750	750
Freight		-	300	300
Signs/Supplies	6	520	3,000	3,000
Non Capital Equipment		126	500	500
Contracted Services	45	4,059	2,000	2,000
Animal Control - Humane Society	18,250	14,600	14,600	14,600
Operating Supplies/Signs/Animal control	54	85	3,000	3,000
Specialty Clothing	1,682	338	1,000	1,000
Vehicle Fuel	645	1,505	1,200	1,800
Vehicle Repairs and Maintenance	173	942	1,000	1,000
TOTAL BYLAW ENFORCEMENT EXPENDITURES:	119,338	98,001	114,734	115,334
NET BYLAW ENFORCEMENT EXPENDITURES	(117,903)	(94,976)	(109,734)	(109,334)
TOTAL PROTECTIVE SERVICES REVENUES:	75,135	74,405	80,780	77,955
TOTAL PROTECTIVE SERVICES EXPENSES:	444,175	431,008	521,518	504,368
NET PROTECTIVE SERVICES EXPENSES	(369,040)	(356,603)	(440,738)	(426,413)
DEPARTMENTAL WAGES AND BENEFITS	248,086	203,529	191,720	191,720

**2022 Annual Operating Budget
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Appendix "A"

	PUBLIC WORKS	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
	REVENUE - PUBLIC WORKS:				
	WATER SERVICE REVENUE:				
	Water Utility Fee	826,416	829,871	833,000	837,000
	Bulk Water Sales - Fill Station	14,575	16,099	18,000	18,000
	Water Delivery	61,266	60,213	60,000	66,000
	Disconnect/Reconnect Water Services	8,970	8,690	9,000	9,000
	TOTAL WATER SERVICE REVENUE:	911,227	914,873	920,000	930,000
	SEWER SERVICE REVENUE:				
	Sewer Utility Fee	618,932	622,012	623,000	626,000
	TOTAL SEWER SERVICE REVENUE:	618,932	622,012	623,000	626,000
	WASTE MANAGEMENT REVENUE:				
	Waste Management Fees	244,402	256,307	257,000	259,000
	YG Funding for Waste Management	75,000	75,000	75,000	75,000
	Ground Water Monitoring	35,000	32,589	35,000	35,000
	YG Funding for Recycling Depot			42,840	42,840
	Recycling Revenue (Raven Recycling)			50,000	50,000
	TOTAL WASTE MANAGEMENT REVENUE:	395,446	363,896	459,840	461,840
	OTHER REVENUE:				
	New Installation Fee - Labour	37,330	39,850	45,000	45,000
	Sale of Gravel	(1,622)	1,430	1,500	1,500
	New Installation Fee - Sale of Inventory		3,740	35,000	35,000
	Load Capacity	37,505	1,550	20,000	20,000
	Grant - Training	5,430	5,154	5,000	5,000
	Lease Income - Dock			-	-
	TOTAL OTHER REVENUE:	78,643	51,724	106,500	106,500
	TOTAL REVENUE - PUBLIC WORKS:	2,004,248	1,952,505	2,109,340	2,124,340
	EXPENDITURES - PUBLIC WORKS:				
	COMMON:				
	Wages - PW Common	179,438	136,844	176,298	176,298
	Benefits - PW Common	69,552	17,732	26,445	26,445
	Professional Fees	3,774	-	1,000	1,000
	Membership/Conference	-	177	3,000	3,000
	Training	9,534	7,180	10,000	8,000
	Travel - Accommodation and Meals	4,114	1,365	5,000	5,000
	Travel - Transportation	259	-	2,000	2,000
	Promotional Material/Special Events	1,274	283	500	500
	Subscriptions & Publications		143	500	500
	Freight	3,247	3,657	2,000	2,000
	Non Capital Equipment	4,648	2,873	15,000	15,000
	Photocopier Expense (lease)	2,877	1,394	1,395	1,395
	Building Repairs and Maintenance	5,087	15,748	10,000	10,000
	Electrical	6,791	6,367	6,500	8,450
	Heating	16,659	13,646	15,000	22,500
	Telephone and Fax	17,579	16,957	15,000	15,000
	Contract Services - Common	11,053	9,165	5,000	5,000
	Supplies - Common Operating	15,806	9,165	10,000	10,000
	Supplies - Safety	15,572	17,176	15,000	15,000

**2022 Annual Operating Budget
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Appendix "A"

	PUBLIC WORKS	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
	Vehicle Fuel	15,412	22,294	22,000	33,000
	Vehicle Repairs and Maintenance	16,303	33,156	35,000	35,000
	Heavy Equipment Fuel	10,490	11,163	10,000	15,000
	Heavy Equipment R&M	18,318	27,960	50,000	75,000
	Mosquito Control	16,262	16,570	18,000	18,000
	TOTAL COMMON EXPENDITURES:	485,155	371,448	454,638	503,088
	TRANSPORTATION:				
	ROADS AND STREETS - SUMMER:				
	Wages - PW Roads Summer	29,306	24,468	42,930	30,000
	Benefits - PW Roads Summer	3,157	8,165	6,439	4,500
	Freight	506	-	500	500
	Contracted Services	54,290	55,170		60,000
	Supplies - Operating	181	526	1,000	1,000
	Chemicals	5,434	20,397	6,000	6,000
	Cold Mix		-	3,000	3,000
	Gravel		410	10,000	10,000
	Signs	1,425	12	5,000	7,000
	Street Lights	20,520	18,312	20,000	20,000
	TOTAL ROADS AND STREETS - SUMMER:	114,819	127,460	94,869	142,000
	ROADS AND STREETS - WINTER:				
	Wages - PW Roads Winter	62,267	66,247	71,549	71,549
	Benefits - PW Roads Winter	11,767	12,743	10,732	10,732
	Freight	5,034	317	2,500	2,500
	Contracted Services	237,660	179,211	200,000	250,000
	Supplies	458	17	500	500
	3/8 Minus Sand Mix	42,053	16,869	15,000	20,000
	Winter Chemical	26,880	-	-	28,000
	Signs		-	500	500
	Street Lights	12,375	17,972	19,000	19,000
	TOTAL ROADS AND STREETS - WINTER	406,450	293,376	319,781	402,781
	SIDEWALKS:				
	Wages - PW Sidewalks	9,531	15,082	28,620	28,620
	Benefits - PW Sidewalks	2,036	1,651	4,293	4,293
	Freight	756		500	500
	Contracted Services	13,178	-	15,000	5,000
	Supplies - Material	15,108	19,042	20,000	2,000
	TOTAL SIDEWALKS:	40,609	35,775	68,413	40,413
	FLOATING DOCK:				
	Repair and Maintenance	1,795	108	2,000	2,000
	Contracted Services	473	-	10,000	2,000
	Marine Lease	150	150	150	150
	TOTAL FLOATING DOCK:	2,418	258	12,150	4,150

**2022 Annual Operating Budget
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Appendix "A"

	PUBLIC WORKS	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
	SURFACE DRAINAGE:				
	Wages - PW Surface Drainage	43,946	19,297	42,930	38,000
	Benefits - PW Surface Drainage	5,427	2,061	6,439	5,700
	Freight	161	271	500	500
	General Operat-Non Capital Equipment	2,495	461	2,500	2,500
	Electrical	916	2,009	1,500	2,250
	Contracted Services	11,908	7,290	15,000	12,000
	Supplies	222	772	5,000	5,000
	TOTAL SURFACE DRAINAGE	78,515	32,161	73,869	65,950
	ENVIRONMENTAL USE AND PROTECTIONS:				
	WATER SERVICES:				
	Wages - PW Water Services	453,235	404,134	346,583	346,583
	Benefits - PW Water Services	58,607	55,721	51,987	51,987
	Professional Fees	43,129	14,643	40,000	10,000
	Professional Fees - Water Licence	2,354	1,794	20,000	20,000
	Membership/Conference/Certificates	150	446	4,000	4,000
	Training	3,801	9,462	10,000	10,000
	Travel - Accommodation and Meals	1,346	36	5,000	5,000
	Travel - Transportation	795	-	2,500	2,500
	Freight	16,424	17,112	15,000	22,000
	Non Capital Equipment	5,468	5,238	5,000	5,000
	Repairs and Maintenance	42,234	74,376	75,000	75,000
	Electrical	150,033	135,706	150,000	195,000
	Heating	250,768	174,614	175,000	300,000
	Telephone	15,388	14,568	15,000	15,000
	Contract Services	56,805	50,174	50,000	50,000
	Supplies - Operating	16,443	61,537	70,000	90,000
	Supplies - Safety	1,413	2,687	5,000	5,000
	Chemicals	7,281	11,117	10,000	10,000
	Water Sampling/Testing	8,901	8,425	9,000	12,000
	Water Delivery	89,460	108,609	108,000	116,000
	TOTAL WATER SERVICES:	1,230,468	1,150,399	1,167,070	1,345,070
	SEWER SERVICES:				
	Wages - PW Sewer Services	150,511	184,571	181,244	181,244
	Benefits - PW Sewer Services	18,629	20,444	27,187	27,187
	Membership/Conference/Dues		200	1,000	1,000
	Training		90	5,000	5,000
	Travel - Accommodation and Meals		-	3,000	3,000
	Travel - Transportation		-	1,500	1,500
	Freight	143	1,434	750	1,500
	Non Capital Equipment		16	3,000	3,000
	Electrical	26,555	23,477	25,000	32,500
	Contracted Services	7,015	2,151	10,000	60,000
	Supplies	2,468	7,448	8,000	8,000
	Supplies - Safety	-	29	5,000	5,000
	Chemicals		-	3,000	3,000
	TOTAL SEWER SERVICES:	201,037	239,860	273,681	331,931

**2022 Annual Operating Budget
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Appendix "A"

	PUBLIC WORKS	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
	WASTE WATER TREATMENT PLANT:				
	YG Payment towards Operating WWTP	218,311	221,031	232,000	232,000
	TOTAL WASTE WATER TREATMENT PLANT:	219,893	221,031	232,000	232,000
	WASTE MANAGEMENT:				
	Wages - PW Waste Management	143,317	257,960	196,076	196,076
	Benefits - PW Waste Management	17,810	31,591	29,411	29,411
	Professional Fees	2,925		40,000	10,000
	Training		573	5,000	5,000
	Travel - Accommodation and Meals		542	5,000	5,000
	Travel - Transportation		1,246	2,500	2,500
	Freight		209	500	500
	Non-Capital Equipment	2,558	9,211	10,000	40,000
	Building Repairs and Maintenance		1,783	7,000	7,000
	Electrical		477	9,000	11,700
	Heating	2,865	3,537	3,000	4,500
	Contracted Services	52,029	117,315	150,000	150,000
	Waste Diversion CKS	100,000	100,000	-	-
	Recycling Depot - Supplies		4,790		
	Supplies	6,100	633	1,500	1,500
	Supplies - Safety	899	3,888	3,000	3,000
	Sampling/Testing	62,299	34,678	40,000	40,000
	Equipment Rental				
	Vehicle Fuel (including garbage truck)	145	8,967	10,000	15,000
	Vehicle Repairs and Maintenance	5,038	12,390	15,000	15,000
	Water Delivery/Septic	225	72	1,000	1,000
	Heavy Equipment Fuel	2,389	2,088	3,500	5,250
	Heavy Equipment Repairs and Maintenance	16,733	7,249	20,000	20,000
	TOTAL WASTE MANAGEMENT:	677,272	599,199	551,487	562,437
	WASTE DIVERSION:				
	Wages - PW Diversion			105,244	105,244
	Benefits - PW Waste Management			15,787	15,787
	Non-Capital Equipment			40,000	10,000
	Electrical			4,000	10,000
	Building Repairs and Maintenance			3,000	3,000
	Contracted Services			50,000	5,000
	Recycling Depot - Supplies			30,000	10,000
	Supplies - Safety			2,000	2,000
	TOTAL WASTE DIVERSION:			250,031	161,031
				801,518	723,468
	BUILDING MAINTENANCE				
	Wages - PW Other	205,590	284,821	304,224	304,224
	Benefits - PW Other	27,535	40,142	45,634	45,634
	Janitorial Supplies - ALL DEPTS		27,825	30,000	30,000
	TOTAL Building Maintenance:	233,125	352,788	379,858	379,858
	TOTAL PUBLIC WORKS REVENUE	2,004,248	1,952,505	2,109,340	2,124,340
	TOTAL PUBLIC WORKS EXPENDITURES	3,689,761	3,423,754	3,877,847	4,170,709
	NET PUBLIC WORKS EXPENDITURES	(1,685,513)	(1,471,249)	(1,768,507)	(2,046,369)
	DEPARTMENTAL WAGES AND BENEFITS	1,492,169	1,583,674	1,720,052	1,699,514

**2022 Annual Operating Budget
Amendment**

Appendix "A"

RECREATION:	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
REVENUE - RECREATION COMMON				
Lotteries - Yukon	32,459	39,156	43,051	43,051
Equipment Rental	973	2,523	2,500	5,000
Misc Revenue (includes misc grant)	5,280	5,580	5,000	5,000
Sponsored Initiatives		7,500	10,000	7,500
TOTAL REVENUES-RECREATION COMMON	38,712	54,759	60,551	60,551
EXPENDITURES - COMMON SERVICES:				
Wages - Recreation	188,903	150,697	165,053	165,053
Benefits - Recreation	20,172	5,276	19,806	19,806
Professional Fees	8,032	2,374	20,000	5,000
Training	5,609	4,875	5,000	6,500
Travel - Accommodation and Meals		2,282	3,000	3,000
Travel - Transportation		-	2,000	2,000
Freight	31	3,543	7,000	12,500
Non Capital Equipment/Office Furniture	3,073	3,400	6,000	2,500
Photocopier Expense (lease)	465	1,780	2,136	2,136
Telephone and Fax	8,603	5,311	5,400	8,900
Bank Service Charges/Debit Machine	2,936	6,105	5,800	5,800
Contracted Services	4,236	3,036	20,000	15,000
Supplies - Safety	14,396	11,271	10,000	10,000
Lottery Grants	32,459	20,650	43,051	43,051
Vehicle Fuel	9,296	4,581	5,000	7,500
Vehicle Repairs and Maintenance	5,499	2,564	5,000	7,000
Sponsored Initiatives		2,000	10,000	7,500
TOTAL REC. COMMON/CENTER EXPENSES:	315,060	229,745	334,246	323,246
REVENUE - PROGRAMS AND EVENTS				
YLAP Grant/Youth Activity Grant	5,250	15,900	12,500	12,500
Programs	10,450	50,553	43,500	43,500
Canada Day Grant	-	-	2,500	2,500
TOTAL REVENUES - PROGRAMS/EVENTS	27,532	94,196	58,500	58,500
EXPENDITURES - PROGRAMS AND EVENTS				
Wages - Programs and Events	163,495	184,192	154,646	154,646
Benefits - Programs and Events	24,502	31,308	23,197	23,197
Membership/Conference Fees	130	143	200	200
Training	687	1,331	1,000	1,000
Travel - Accom & Transportation	94	1,618	2,000	2,000
Non Capital Equipment		4,583	5,000	5,000
Contracted Services - Instructors	11,753	28,580	30,000	25,000
Supplies Programming	8,629	13,413	12,000	12,000
Supplies - YLAP	2,418	3,401	12,500	12,500
Canada Day	458	2,500	4,500	4,500
Discovery Day	1,142	1,687	2,500	2,500
Celebration of Lights	7,244	8,360	7,500	7,500
TOTAL PROGRAMS & EVENTS EXPENSES:	225,584	291,239	255,043	255,043
NET - PROGRAMS & EVENTS EXPENSES	(198,052)	(197,043)	(199,043)	(199,043)

**2022 Annual Operating Budget
Amendment**

Appendix "A"

RECREATION:	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
REVENUE - AMFRC				
Merchandise/skate sharpening		2,460	2,000	2,000
Public Skating	2,348	6,848	3,000	12,000
Ice Fees	29,135	62,350	55,000	45,000
Curling Club Lease	-	4,000	4,000	4,000
Recreation Facility Rental	8,991	4,447	1,500	1,500
Rec Centre 14-				
Rec Centre 15+	-			
TOTAL REVENUES - AMFRC	40,474	80,105	65,500	64,500
EXPENDITURES - AMFRC				
Wages - AMFRC	231,739	195,246	177,284	177,284
Benefits - AMFRC	27,696	22,332	26,593	26,593
Building R & M - AMFRC	114,703	99,654	145,000	145,000
Equipment R & M	18,939	9,625	15,000	15,000
Electrical - AMFRC	108,328	129,939	120,000	156,000
Propane - AMFRC	1,606	40,662	1,000	1,500
Heating - AMFRC	110,856	77,389	70,000	105,000
Contracted Services	820	14,476	20,000	12,000
Supplies Operating - AMFRC	6,309	6,872	7,500	5,000
Equip Fuel - AMFRC	2,574	660	500	750
TOTAL AMFRC EXPENSES:	634,007	598,566	582,877	644,126
NET - AMFRC EXPENSES	(593,533)	(518,461)	(517,377)	(579,626)
REVENUE - WATERFRONT				
Fitness Passes	14,200	42,279	35,000	40,000
TOTAL REVENUES - WATERFRONT	14,200	42,279	35,000	40,000
EXPENDITURES - WATERFRONT				
Wages - Waterfront	23,565	9,727	15,922	15,922
Benefits - Waterfront	1,947	7,589	2,388	2,388
Building R & M	16,908	6,995	30,000	12,000
Equipment R & M	2,589	2,224	3,000	3,000
Electrical	4,282	5,670	6,000	7,800
Heating	4,052	11,788	8,000	12,000
Supplies Operating	3,881	1,502	2,500	3,500
TOTAL WATERFRONT EXPENSES:	65,478	46,383	67,810	56,610
NET - WATERFRONT EXPENSES	(51,278)	(4,104)	(32,810)	(16,610)
REVENUE - POOL				
Public Swim		9,789	10,000	10,000
Swimming Lessons		100	7,000	8,000
Swim Club		1,600	1,000	1,800
Rentals		97	250	250
TOTAL REVENUES - POOL	-	11,686	18,250	20,050

**2022 Annual Operating Budget
Amendment**

Appendix "A"

RECREATION:	2020 Actual	2021 Actual	2022 Budget	2022 Budget Amendment
EXPENDITURES - POOL				
Wages - Pool	1,555	102,069	102,867	90,000
Benefits - Pool	208	17,409	15,430	13,500
Membership/Conference		250	200	200
Training		2,243	7,500	7,500
Travel - Accommodation and Meals		358	2,000	2,000
Travel - Transportation		437	1,500	1,500
Building Repairs and Maintenance	13,117	19,601	30,000	30,000
Electrical	2,360	11,686	15,000	15,000
Heating	1,253	21,676	30,000	45,000
Supplies - lesson materials		726	1,000	1,000
Supplies - Operational		5,484	5,500	5,500
Swim Club Expenditures		377	500	500
Chemicals		2,311	2,500	5,000
TOTAL POOL EXPENSES:	19,379	186,257	213,997	216,700
NET - POOL EXPENSES	(19,379)	(174,571)	(195,747)	(196,650)
REVENUE - GREEN SPACE				
Rentals - Minto	445	3,319	4,500	4,500
Vendor Stalls	2,000	-	1,000	1,000
Commemorative Parks Donations		350	500	3,000
Rentals - Parks & Greenspaces	2,140	2,456	2,500	2,500
Miscellaneous Revenue		2,158	5,000	5,000
TOTAL REVENUES - GREEN SPACE	4,585	8,282	13,500	16,000
EXPENDITURES - GREEN SPACE				
Wages	52,960	102,582	163,673	140,000
Benefits	5,675	10,095	24,551	21,000
Training	-	-	1,000	1,000
Non Capital Equipment	1,042	6,739	5,000	9,000
Repairs & Maintenance - Minto	10,906	6,489	5,000	5,000
Repairs & Maintenance - Other	1,474	1,082	5,000	5,000
Commemorative Parks Program	275	271	4,000	4,000
Equipment Repairs & Maintenance	219	1,753	5,000	5,000
Electric - Minto	6,624	6,031	7,000	9,100
Contracted Services	24,414	30,231	35,000	20,000
Parks & Greenspace Maintenance	10,046	9,686	7,500	7,500
Trail Maintenance - Green Space	979	2,073	5,000	5,000
Land Lease	150	300	500	500
Golf Course - Operating Lease	49,000	45,000	45,000	45,000
DC Minor Soccer	6,869	6,851	7,000	7,000
Community Garden	596	9,288	15,000	15,000
Equipment Fuel	92	-	500	500
TOTAL GREEN SPACE/PARK MTNCE EXPENSE	176,507	243,370	335,724	299,600
NET GREEN SPACE EXPENSES	(171,922)	(235,088)	(322,224)	(283,600)
TOTAL RECREATION REVENUES:	125,503	291,307	251,301	259,601
TOTAL RECREATION EXPENSES:	1,436,015	1,595,560	1,789,697	1,795,325
NET RECREATION EXPENSES	(1,310,512)	(1,304,253)	(1,538,396)	(1,535,724)
DEPARTMENTAL WAGES AND BENEFITS	740,470	830,933	889,022	847,000

City of Dawson
Administration - Technology
10 Year Equipment Replacement Plan 2022-2030

Description	Model Year	Replacement Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030
Communications											
Council Chamber AV System	2021	\$26,732	26,732								
Council Computers	2022	\$12,500	12,500							15,000	
Phone System	2013	\$10,000	10,000								
Website Upgrade	2018	\$15,000							15,000		
Server System											
Diamond Server	2016	\$7,500	7,500								
General Server	2021	\$25,000					25,000				
Backup Server	2021	\$25,000					25,000				
Other required Hardware	2021	\$10,000					10,000				
Workstations and Computers											
CAO and EA (computers and laptops)	2020/2021	\$11,000			2,000	2,000	5,000			2,000	
Front Cash	2021	\$2,500					2,500				
Finance department (4)	2021	\$10,000					10,000				
Planning department (2)	2021	\$9,000					5,000			4,000	
Portective Services (2)	2021	\$4,000					2,000			2,000	
Public Works (8)	2021	\$12,000					6,000			6,000	
Recreation (7)	2021	\$14,000					12,000			2,000	
Self-isolating/Work from home	2020/2021	\$7,500	2,500				2,500	2,500			
Total Expenditure			\$ 59,232	\$ -	\$ 2,000	\$ 2,000	\$ 105,000	\$ 2,500	\$ 15,000	\$ 31,000	\$ -
Administration Equipment Reserve Opening Balance			\$ 125,658	\$ 91,426	\$ 116,426	\$ 139,426	\$ 162,426	\$ 82,426	\$ 104,926	\$ 114,926	\$ 108,926
Current Year Equipment Expenditures			(59,232)	-	(2,000)	(2,000)	(105,000)	(2,500)	(15,000)	(31,000)	-
Contribution from General surplus funds			25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Administration Equipment Reserve YE Balance			\$ 91,426	\$ 116,426	\$ 139,426	\$ 162,426	\$ 82,426	\$ 104,926	\$ 114,926	\$ 108,926	\$ 133,926

City of Dawson
Protective Services
10 Year Equipment Replacement Plan 2022-2030

Description	Model Year	Replacement Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	Future
Bylaw Vehicle	2013	\$54,000				54,000						
Bylaw Truck - electric	2023	\$60,000		60,000								
Rescue Truck	1999	\$100,000	100,000									
Command Vehicle	2016	\$60,000								60,000		
Heavy Equipment												
Fire Engine	2015	\$450,000									450,000	
Fire Engine	1998	\$450,000		450,000								
Ladder Truck Upgrades	2022	\$20,000	20,000									
Other Equipment												
Fire Extinguisher Training Unit	2014	\$35,000										35,000
Jordair Air Compressor	2024	\$35,000			35,000							
Positive Pressure Fans	2020	\$8,000									8,000	
Extrication Equipment	2002	\$47,000								47,000		
Extrication Equipment	2018	\$55,000										55,000
Extrication Jack Struts	2020	\$18,000										18,000
SCBA Gear	2016	\$90,000		45,000	45,000							
Helmets	2000	\$13,000	8,000			5,000						
Total Expenditure			\$ 128,000	\$ 555,000	\$ 80,000	\$ 59,000	\$ -	\$ -	\$ -	\$ 107,000	\$ 458,000	\$ 108,000

Protective Services Equipment Opening Balance		\$203,210	\$125,210	\$130,210	\$100,210	\$ 91,210	\$141,210	\$191,210	\$241,210	\$231,210	\$273,210
Current Year Equipment Expenditures		(128,000)	(555,000)	(80,000)	(59,000)	-	-	-	(107,000)	(458,000)	(108,000)
Contribution from General surplus funds		50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Outside Financing			510,000						47,000	450,000	-
Protective Services Equipment Reserve YE Balance		\$125,210	\$130,210	\$100,210	\$ 91,210	\$141,210	\$191,210	\$241,210	\$231,210	\$273,210	\$215,210

City of Dawson
Public Works
10 Year Equipment Replacement Plan 2022-2030

Description	Model Year	Replacement Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	Future
Vehicles												
Nissan Rogue	2017	\$35,000						35,000				
Pumphouse Service Truck	2012	\$80,000		80,000								
On Call truck	2018	\$45,000							45,000			
PW Truck	2009	\$45,000			45,000							
Plow Truck	2009	\$70,000								70,000		
PW Van	2016	\$50,000					50,000					
Building Maintenance Van	2015	\$50,000				50,000						
Landfill Truck	1997	\$45,000										45,000
PW 1/2 ton truck	1993	\$40,036	40,036									
4x4 Pickup	1997	\$40,036	40,036									
GMC	2020	\$55,000									55,000	
4x4 Pickup	2007	\$25,000										25,000
PW 3/4 ton truck	1990	\$20,000										20,000
PW 1/2 ton truck	1989	\$60,000										60,000
Heavy Equipment												
Hydrovac Truck	2021	\$320,000	365,000									
Dump Truck	2000	\$120,000						120,000				
Steam Trailer	2013	\$125,000								125,000		
In-Town Backhoe (Caterpillar)	2016	\$175,000					175,000					
Landfill Backhoe (Caterpillar)	2007	\$105,000										105,000
Backhoe (Rubber Tire)	2017	\$20,000						20,000				
Vactor Truck	1996	\$150,000		150,000								
Garbage/Recycling Collection Truck	2020	\$214,571	214,571									
PW Equipment												
Mobile Generator (York Street Lift Station)	1994	\$30,000										30,000
Mobile Generator (Bonanza Gold Lift Stn)	1998	\$10,000		10,000								
Ground Penetrating Radar	2022	\$35,000	35,000									
Electrofusion Machine	2018	\$6,000							6,000			
Pipe Threader	2014	\$11,000									11,000	-
Plate Tamper	2015	\$8,000				8,000						
Main Lift	2015	\$15,000										15,000
Dri Prime Pump	2015	\$40,000										40,000
Snow Removal Equipment	2017	\$15,000						15,000				
Total Expenditure			\$694,643	\$240,000	\$ 45,000	\$ 58,000	\$225,000	\$190,000	\$ 51,000	\$195,000	\$ 66,000	\$ 340,000

PW Equipment Reserve Opening Balance		\$363,415	\$103,772	\$143,772	\$ 148,772	\$140,772	\$140,772	\$ 772	\$ 4,772	\$ (228)	\$ (1,228)
Current Year Equipment Expenditures		(694,643)	(240,000)	(45,000)	(58,000)	(225,000)	(190,000)	(51,000)	(195,000)	(66,000)	(340,000)
Water/Sewer Services Reserve		35,000	230,000			175,000			125,000		85,000
Gas Tax		320,000									45,000
Contribution from General surplus funds		50,000	50,000	50,000	50,000	50,000	50,000	55,000	65,000	65,000	97,000
Waste Management Reserve		30,000									105,000
PW Equipment Reserve Ending Balance		\$103,772	\$143,772	\$148,772	\$ 140,772	\$140,772	\$ 772	\$ 4,772	\$ (228)	\$ (1,228)	\$ (9,228)

**City of Dawson
Recreation Department
10 Year Equipment Replacement Plan 2022-2030**

Description	Model Year	Replacement Cost	2022	2023	2024	2025	2026	2027	2028	2029	2030	Future
Vehicles												
GMC - Colorado	2022	\$40,036	40,036									45,000
Toyota Tacoma	2013	\$45,000					45,000					
Ford E350XL Van	2007	\$60,000										60,000
Ford F150 (replaced in 2011)	1990	\$40,000										
Chev Express Van	2019	\$60,000								60,000		
Utility Vehicle with trailer/plow	2022		25,000									
Arena Equipment												
Ice Resurfacing Machine - Electric	1994	\$180,000	189,000									
Skate Sharpener	2021	\$5,000					5,000					
Parks/Landscaping Equipment												
Trailer	2013	\$10,000				10,000						
Riding Mower	2013	\$16,500			16,500							
Husqvarna Roto-tiller	2010	\$5,000										5,000
Minto Park Playground	2010	\$150,000					75,000					75,000
Pool Lockers	2019	\$35,000										35,000
Arena Kitchen Equipment Replacement												
Gas Oven/Stovetop	2001	\$16,000										16,000
Curling Stand Up Freezer	2001	\$5,000										5,000
Curling Stand Up Cooler	2001	\$8,000										8,000
Weight Room Equipment Replacement												
Precor Treadmill	2018	\$10,000			10,000							
Precor Treadmill	2021	\$10,000										10,000
Precor Recumbent Bike	-	\$5,000			5,000							
Precor Bike	2013	\$5,000			5,000							
Precor Treadmill	2013	\$10,000		10,000								
Precor AMT	2013	\$8,000		8,000								
Precor AMT	2013	\$8,000			8,000							
Rowing Machine	2019	\$5,000								5,000		
Step machine	2022		7,500									
Spin Bike	2022		3,000									
Spin Bike	2022		3,000									
Total Expenditure			\$ 267,536	\$ 18,000	\$ 44,500	\$ 10,000	\$ 125,000	\$ -	\$ -	\$ 65,000	\$ -	\$ 259,000

[illegible]

City of Dawson
2022 - 2024 Capital Project Plan
Administration

Projects:	Project Value	Funding Source	2022	2023	2024	Future
Expenses:						
Restoration of CBC Building	1,227,000	B	326,500	200,000		
Administration Renovation	50,000	C	50,000			
OCP Review	150,000	G				150,000
Records Management CP14	50,000	A	25,000			
Land Purchase	100,000	D/E	192,440			100,000
North End Phase II Planning/Engineering	\$75,000	B	75,000			
Total Capital Projects	\$ 1,652,000		\$ 668,940	\$ 200,000	\$ -	\$ 250,000
Funding:						
A - From General Surplus			25,000			
B - Gas Tax Funding			401,500	200,000		
C - Administration Reserve			50,000			
D - Reserve Transfer			100,000			
E - 2020 Surplus (\$435,890)			92,440			
F- CDF						
G - YG Contribution Agreement						150,000
H - Other Funding						100,000
Total Funding			\$ 668,940	\$ 200,000	\$ -	\$ 250,000

City of Dawson
2022 - 2024 Capital Project Plan
Protective Services

Projects:	Project Value	Funding Source	2022	2023	2024	Future
Expenses:						
Backup Generator for City Office/Emergency operations	40,000	B	40,000			
Convert fire training facility to propane	220,000	E				220,000
Upgrades to Training Facility	100,000	B	100,000			
Signage and installation (including Han)	25,000	E	10,000	15,000	15,000	
Space Needs Assessment (PS & PW)	40,000	B	40,000			
New PS & PW Building Project Mgt	50,000				50,000	50,000
Total Capital Projects	\$ 475,000		\$ 190,000	\$ 15,000	\$ 65,000	\$ 270,000
Funding:						
B - Gas Tax Funding			180,000	-	50,000	50,000
E - Other Grant Funding			10,000	15,000	15,000	220,000
Total Funding			\$ 190,000	\$ 15,000	\$ 65,000	\$ 270,000

City of Dawson
2022 - 2024 Capital Project Plan
Public Works

Projects:	Project Value	Funding Source	2022	2023	2024	Future
Expenses:						
Energy Upgrade Project	509,380	B	498,462			
Water Treatment Plant Demolition	2,000,000	G				2,000,000
Water Meter Supply and Installation RFP	95,000	B	848,000			
Phase 2 - Reservoir Construction	4,000,000	G	4,000,000			
Upsize Loop 4 Water Main	4,000,000	G		4,000,000		
5th Ave Sewer Replacement Craig St to Harper St	2,825,000	G	1,412,500			
5th Ave Sewer Replacement King St to Albert St	2,825,000	G	1,412,500	1,412,500		
Solid Waste Management	40,000	B/H	40,000			
Diversion Centre	3,500,000	B	3,500,000			
Household Collection Bins	67,000	B		67,000		
In House Upgrades to Water/Sewer/Drainage	380,000	A				350,000
Lift Station Upgrade	150,000	B	150,000			
Elevator	60,000	A.1	67,100			
Total Capital Projects	\$ 20,262,000		\$ 11,928,562	\$ 5,479,500	\$ -	\$ 2,350,000
Funding:						
A - Reserves (Water/sewer)						350,000
A.1 - Reserves (Admin Bldg)			67,100			
B - Gas Tax Funding			5,016,462		-	
G - YG Contribution Agreement			6,825,000	5,479,500		2,000,000
H - Other Funding			20,000			
I - Project Dependant on funding Source Secured						
Total Funding			\$ 11,928,562	\$ 5,479,500	\$ -	\$ 2,350,000

City of Dawson
2022 - 2024 Capital Project Plan
Recreation

Projects:	Project Value	Funding Source	2022	2023	2024	Future
Expenses:						
New Recreation Centre Planning	250,000	A.1	100,000	100,000	50,000	
Ventilation Unit Completion	25,000	A		25,000		
Groundskeeping shed	40,000	A		40,000		
Waterfront Park Clock Replacement - Thermometer	10,000	A	10,000			
Pool - Mechanical	30,000	A	-			
Pool Floor - slopes and drains	50,000	A		50,000		
Pool Cover	20,000	I				20,000
Ninth Avenue Trail Extension/Improvements	50,000	B	50,000			
Trail Improvements Moosehide Trail/Crocus Bluff Connector	50,000	B	50,000			
Hammarstrand Trail Completion	50,000	B	60,000			
Victory Garden - groundwork	30,000	I	30,000			
Trail Map - Signage	25,000	A	12,500	12,500		
Hiking Trail to Top of Dome	150,000	B		150,000		
Interpretive Panels - Waterfront	10,000	E	10,000			
Interpretive Panels - Ninth Avenue	10,000	I		10,000		
Wood Mulch - Playground/Community Garden	40,000	I		40,000		
Storage Shed	25,000	I		25,000		
Fence - Pump Track	7,500	A	7,500			
Rugged Apprentices	-	F	17,200			
Outdoor Rink Kit	20,000	A	20,000			
Skate Park Upgrades	175,000	A/F	195,000			
Redesign/Resurface Tennis and Basketball Courts	50,000	I	50,000			
Basketball nets	5,000	A	5,000			
Crocus Bluff Design layout	25,000	I		25,000		
Disc Golf Course	12,500	A	12,500			
Bike Racks in Parks	33,000	H	11,000	11,000	11,000	
Total Capital Projects	\$ 1,193,000		\$ 640,700	\$ 488,500	\$ 61,000	\$ 20,000
Funding:						
A - Capital Reserves			109,884	138,500	11,000	
A.1 - Recreation Facility Reserves			100,000	100,000	50,000	
B - Gas Tax Funding			160,000	150,000		
E - Downtown Revitalization			10,000			
F- CDF			169,816			
H - Green Initiative Reserve			11,000			
I - Project Dependant on funding Source Secured			80,000	100,000		20,000
Total Funding			\$ 640,700	\$ 488,500	\$ 61,000	\$ 20,000



THE CITY OF DAWSON

Official Community Plan Amendment No. 9 Bylaw

Bylaw No. 2022-09

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

WHEREAS section 278 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that a council must, within three years of formation or alteration of municipal boundaries, adopt or amend by bylaw an official community plan.

WHEREAS section 285 of the Municipal Act, RSY 2002, c. 154, and amendments thereto, provides that an official community plan may be amended, so long as the amendment is made in accordance with the same procedure established for adoption of an official community plan.

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

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the ***Official Community Plan Amendment No. 9 Bylaw***

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) The redesignation of Infill Development #2 from MU: Mixed Use to UR: Urban Residential and P: Parks and Natural Space to UR: Urban Residential.



THE CITY OF DAWSON

Official Community Plan Amendment No. 9 Bylaw

Bylaw No. 2022-09

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THE CITY OF DAWSON

Official Community Plan Amendment No. 9 Bylaw

Bylaw No. 2022-09

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) "Bylaw Enforcement Officer" means a person employed by the City of Dawson to enforce bylaws;
- (c) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (d) "city" means the City of Dawson;
- (e) "council" means the Council of the City of Dawson;

PART II – APPLICATION

4.00 Amendment

- 4.01 This bylaw re-designates Infill Development #2 from MU: Mixed Use to UR: Urban Residential and P: Parks and Natural Space to UR: Urban Residential, as shown in Appendix A of this bylaw.



THE CITY OF DAWSON

Official Community Plan Amendment No. 9 Bylaw

Bylaw No. 2022-09

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Enactment

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

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	April 13, 2022
MINISTERIAL NOTICE	April 20, 2022
PUBLIC HEARING	May 18, 2022
SECOND	August 3, 2022
MINISTERIAL APPROVAL	October 24, 2022
THIRD and FINAL	

William Kendrick, Mayor
Presiding Officer

Cory Bellmore, CAO
Chief Administrative Officer



THE CITY OF DAWSON

Official Community Plan Amendment No. 9 Bylaw

Bylaw No. 2022-09

PART IV – APPENDIX A

Figure 1. Location Context Map

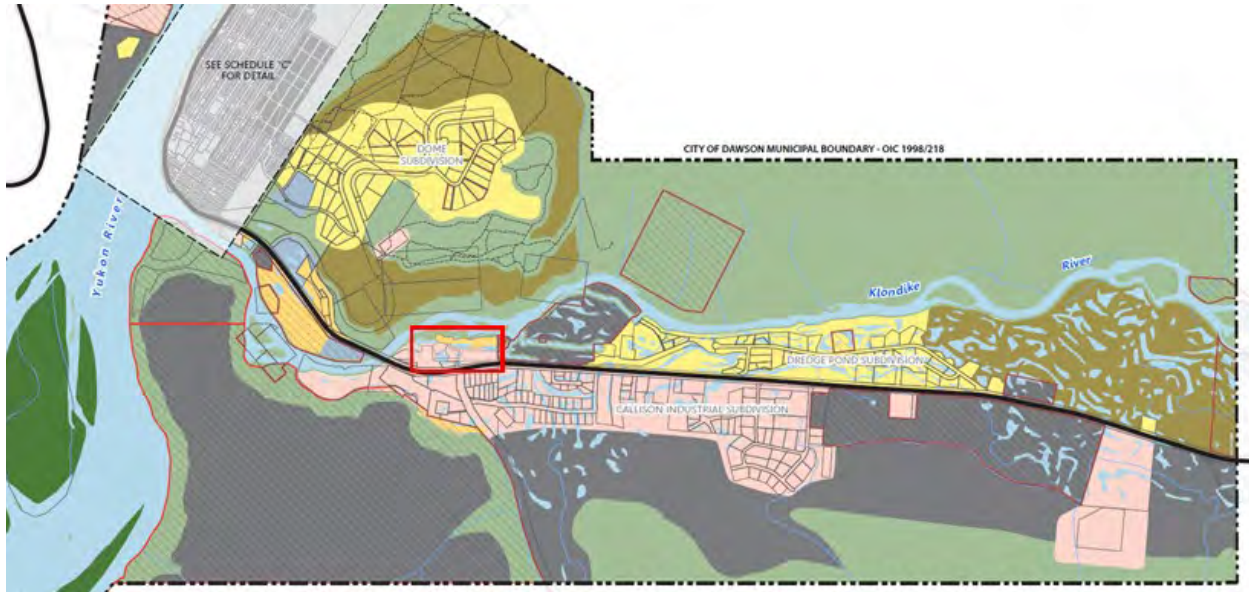
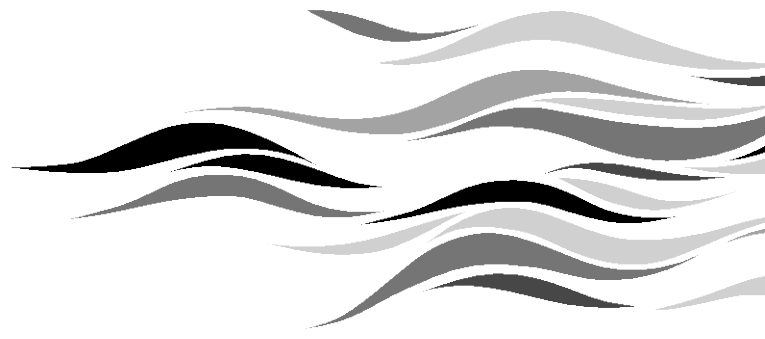


Figure 2. Amendment to Schedule B





August 29, 2022

Cory Bellmore
Chief Administrative Officer
City of Dawson
Box 308
Dawson City, YT Y0B 1G0

Dear Ms. Bellmore:

RE: Submission of Amendment to Official Community Plan for Ministerial Approval

Thank you for submitting Bylaw #2022-09, to amend your Official Community Plan, for review and approval by the Minister of Community Services.

Community Services received the document on August 29, 2022 and as outlined in s. 282 of the *Municipal Act*, there is a 45-day period within which a review and response is required. The department will make best efforts to carry out the review as expeditiously as possible in order that a response from Minister Mostyn may be provided well in advance of the legislated date of October 24, 2022.

Officials from Community Services will be in contact with you during the review period should any questions arise.

Thank you again for keeping me apprised of your Official Community Plan amendment progress.

Sincerely,

Ben Yu Schott
Director, Community Affairs

Community Services | Community Development
PO Box 2703 (C-11), Whitehorse, Yukon Y1A 2C6



Minister's Office (CM-6)
PO Box 2703, Whitehorse, Yukon Y1A 2CG

October 24, 2022

Cory Bellmore
Chief Administrative Officer
City of Dawson
Box 308
Dawson City, YT Y0B 1G0
cao@cityofdawson.ca

VIA Email

RE: Submission of Amendment to Official Community Plan for Approval

Dear Cory Bellmore,

Thank you for submitting Bylaw #2022-09, a bylaw to amend the City of Dawson's Official Community Plan, for my approval. The contents of the proposed amendment meet the requirements stated in section 278 to 284 of the Municipal Act. As such, I am issuing approval of the bylaw pursuant to section 282 of the Municipal Act.

Approval to proceed to third reading with this bylaw is not an expression of the Government of Yukon's approval of, or commitment to, any development noted within the Official Community Plan. Further, please note that this approval does not reduce the Government of Yukon's duty to consult with the Tr'ondëk Hwëch'in First Nation on this or any other amendment to the Official Community Plan in the future.

Please retain this letter as part of the bylaw documentation. It is the official record of my approval as required by legislation.

Sincerely,

Richard Mostyn
Minister of Community Services

THE CITY OF DAWSON

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



NOTICE OF PUBLIC HEARING: OFFICIAL COMMUNITY PLAN AMENDMENT

Bylaw #2022-09 / OCP No. 9 Bylaw

Subject Property: Infill #2 Lots 11-20, N. Klondike Hwy
Date: May 18, 2022
Time: 7:00pm
Location: Council Chambers, City Hall
Listen to Public Hearing: Radio CFYT 106.9 FM or cable channel #11

As per the *Municipal Act*, S. 280.1, upon receiving amendments to the Official Community Plan, Council must give public notice of the application. Therefore, the City of Dawson is now requesting input from the public regarding an OCP amendment to provide for the re-designation of Infill #2 Lots 11-20 from MU: Mixed Use to UR: Urban Residential.

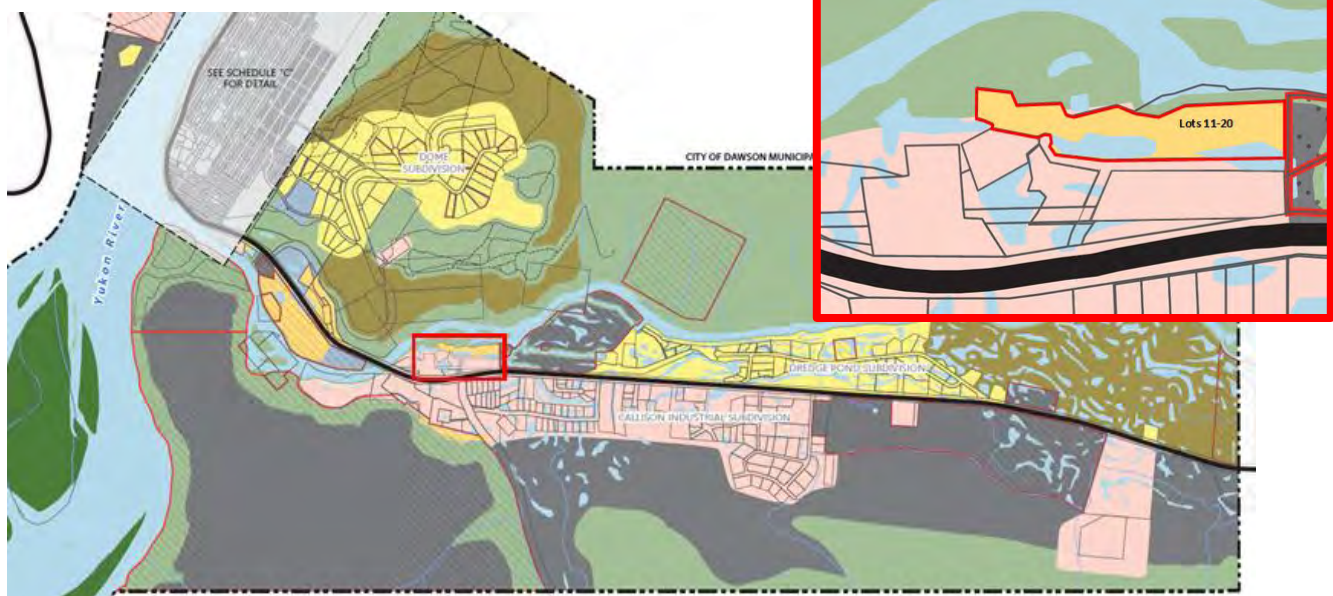


Figure. Location context of amended area.

For more information or to provide your input prior to the public meeting, please contact the Planning and Development Manager or Planning and Development Officer using the following contact information:

Stephanie Pawluk
Planning & Development Manager
Box 308, Dawson City YT Y0B 1G0
planningmanager@cityofdawson.ca
867-993-7400 ext. 414

Stephani McPhee
Planning & Development Officer
Box 308, Dawson City YT Y0B 1G0
planningassist@cityofdawson.ca
867-993-7400 ext. 438



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 18 Bylaw

Bylaw No. 2022-11

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. 18 Bylaw***.

2.00 Purpose

2.01 The purpose of this bylaw is to provide for

- (a) An amendment to Infill Development #2 from FP: Future Planning to R1: Single-Detached/Duplex Residential, FP: Future Planning to C2: Commercial Mixed Use, P1: Parks and Natural Space to R1: Single-Detached/Duplex Residential, and P1: Parks and Natural Space to C2: Commercial Mixed Use.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 18 Bylaw

Bylaw No. 2022-11

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THE CITY OF DAWSON

Zoning Bylaw Amendment No. 18 Bylaw

Bylaw No. 2022-11

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 Infill Development #2 from FP: Future Planning to R1: Single-Detached/Duplex Residential, FP: Future Planning to C2: Commercial Mixed Use, P1: Parks and Natural Space to R1: Single-Detached/Duplex Residential, and P1: Parks and Natural Space to C2: Commercial Mixed Use in the Zoning Bylaw Schedule B, as shown in Appendix A of this bylaw.



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 18 Bylaw

Bylaw No. 2022-11

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Enactment

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

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	April 13, 2022
PUBLIC HEARING	May 18, 2022
SECOND	August 3, 2022
THIRD and FINAL	

William Kendrick, Mayor
Presiding Officer

Cory Bellmore, CAO
Chief Administrative Officer



THE CITY OF DAWSON

Zoning Bylaw Amendment No. 18 Bylaw

Bylaw No. 2022-11

PART IV – APPENDIX A

Figure 1. Location Map

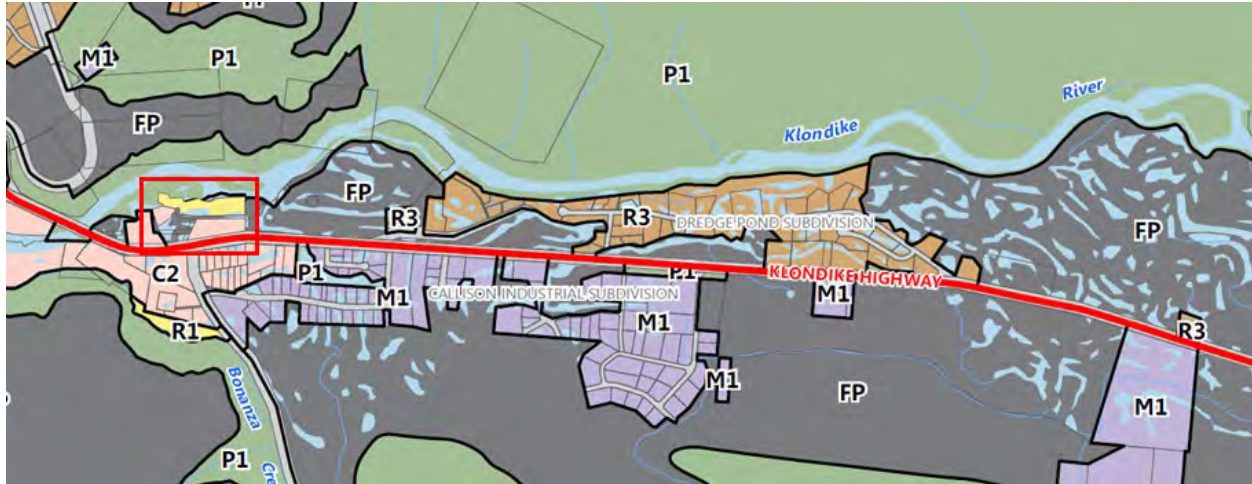
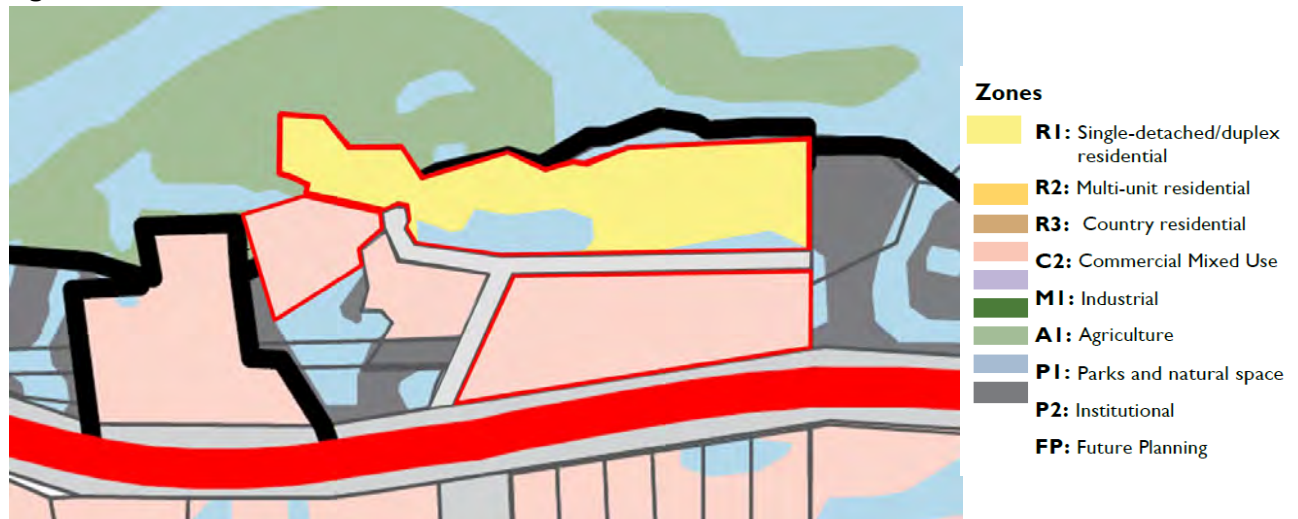
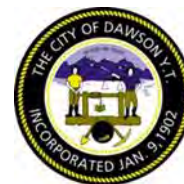


Figure 2. Amended area



Report to Council



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

☐ In Camera

SUBJECT:	2022 Permanent Road Closure No. 1 Bylaw (Bylaw No. 2022-19): permanent closure of the Block B, Smith Addition laneway – North End Phase I	
PREPARED BY:	Planning & Development Department	ATTACHMENTS: 1. 2022 Permanent Road Closure No.1 Bylaw (bylaw No. 2022-19)
DATE:	October 26, 2022	
RELEVANT BYLAWS / POLICY / LEGISLATION: Municipal Act Official Community Plan Zoning Bylaw		

RECOMMENDATION

It is respectfully recommended that Council:

1. Gives first reading to **2022 Permanent Road Closure No. 1 Bylaw** to close the Block B, Smith Addition laneway located within the municipal boundary as shown in Appendix 1.

ISSUE

To permanently close the Block B, Smith Addition laneway to enable moving forward with Consolidation Application #22-124, to bring 5 serviceable lots to market as Phase I of the North End project.

BACKGROUND SUMMARY

On August 31, 2022, as per Resolution #C22-19-09, Council acknowledged the change in scope of the North End project and directed administration to move forward with Option B – Lots 1-5 and civil infrastructure to existing homes to Judge Street (see figure 1).

Subdivision application #22-124 was initiated by City Administration on October 20, 2022 in response to this direction. It has been identified that there is a legally open laneway dissecting Block B, Smith Addition where the 5 lots are to be created (see figure 2). The laneway must be legally closed and consolidated with the newly created property that it dissects in order to proceed with the Subdivision application.



Figure 1 Option B: Infrastructure Servicing & Development of 5 Lots by the City



Figure 2 Location Map of the laneway dissecting lots 1-10 Block B Smith

ANALYSIS / DISCUSSION

Comments

This closure has been circulated to all department heads for comment, and at the time of writing this report no concerns have been raised.

Municipal Act

S. 276 of the Municipal Act states that "...a municipality may by bylaw permanently close a municipal highway by registering at the land titles office a plan that shows the closure" and outlines that public notice must be given and a public hearing must be held before final passage of a bylaw in respect of the proposed closure. A public hearing is scheduled to take place on November 30th, 2022 to invite questions and concerns.


Official Community Plan

The existing properties are currently designated as UR – Urban Residential. The area features predominantly low- and medium-density residential uses that are intended to be smaller in size than Country Residential lots, and are be designed for immediate or eventual connection to municipal water and sewer infrastructure. Civil infrastructure is planned to connect to the proposed properties as part of the North End Phase II project.

Small-scale open spaces and institutional uses such as childcare centers or religious assemblies, and commercial uses may also be located in these areas. Future use or development on the proposed lots will be required to continue conforming to UR – Urban Residential.

Zoning Bylaw

The subject properties are currently designated as R1 – Single Detached and Duplex Residential. The current land use conforms to this designation as the lots are currently vacant. Future use or development on the proposed lots will be required to continue conforming to R1 – Single Detached and Duplex Residential.

APPROVAL		
NAME:	C Bellmore	
DATE:	October 25, 2022	



THE CITY OF DAWSON

2022 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2022-19

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 272 of the *Municipal Act*, RSY 2002, and amendments thereto, provides for jurisdiction over all highways within the limits of the municipality;

WHEREAS section 276 (1) of the *Municipal Act*, RSY 2002, and amendments thereto, makes provision to permanently close a municipal highway;

WHEREAS all adjacent properties are owned by the City of Dawson, thus satisfying City of Dawson Policy #3: Maintenance of Alleys;

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

PART I - INTERPRETATION

1.00 Short Title

This bylaw may be cited as the **2022 Permanent Road Closure No. 1 Bylaw**

2.00 Purpose

2.01 The purpose of this bylaw is to close a laneway dissecting Lots 1-10 Block B Smith Addition.



THE CITY OF DAWSON

2022 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2022-19

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THE CITY OF DAWSON

2022 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2022-19

3.00 Definitions

3.01 In this Bylaw:

- (a) Unless expressly provided for elsewhere within this bylaw the provisions of the *Interpretations Act*, RSY 2002, c. 125, shall apply;
- (b) " Bylaw Enforcement Officer" means a person employed by the City of Dawson to enforce bylaws;
- (c) "CAO" means the Chief Administrative Officer for the City of Dawson;
- (d) "city" means the City of Dawson;
- (e) "council" means the Council of the City of Dawson.

PART II – APPLICATION

4.00 Amendment

4.01 A laneway intersecting lots 1-10 Block B Smith Addition be closed as indicated on the area map attached as "Appendix 1" to this Bylaw, subject to the following conditions:

- (a) Council shall pass first reading and proceed to public consultation and public hearing phase
- (b) Council shall give notice of its intention to pass this Bylaw by posting a notice a reasonable amount of time ahead of the Public Hearing date scheduled to hear submissions on this Bylaw.
- (c) Council shall at the end of the notice period referred to in section (b) and prior to giving third and final Reading to the Bylaw, hold a Public Hearing regarding this Bylaw.
- (d) The City of Dawson shall register at the Land Titles Office a plan that shows the closure.



THE CITY OF DAWSON

2022 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2022-19

PART III – FORCE AND EFFECT

5.00 Severability

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

6.00 Enactment

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

7.00 Bylaw Readings

Readings	Date of Reading
FIRST	
PUBLIC NOTICE	
PUBLIC HEARING	
SECOND	
THIRD and FINAL	

Original signed by:

, Mayor

Presiding Officer

Chief Administrative Officer



THE CITY OF DAWSON

2022 Permanent Road Closure No. 1 Bylaw

Bylaw No. 2022-19

PART IV – APPENDIX (APPENDICES)

Appendix 1. Location Map of laneway dissecting lots 1-10 Block B Smith



Portion of closed road.





Yukon Legislative Assembly

Standing Committee on Public Accounts

35th Yukon Legislative Assembly

September 26, 2022

His Worship William Kendrick
Mayor
City of Dawson
PO Box 308
Dawson City, Yukon Y0B 1G0

Dear Mayor William Kendrick:

As you may be aware, on May 25, 2022, the Office of the Auditor General of Canada released a report entitled *Report of the Auditor General of Canada to the Legislative Assembly of Yukon – Yukon Housing – Yukon Housing Corporation –Department of Health and Social Services*. The [full report](#) is available online and has also been included with this letter. The audit found that the Department of Health and Social Services and the Yukon Housing Corporation did not take action or work together to fix long-standing problems and that barriers prevented residents in need from accessing social housing.

Standing Order 45(3) of the Standing Orders of the Yukon Legislative Assembly refers all reports of the Auditor General to the Standing Committee on Public Accounts. The current Public Accounts Committee was appointed by the 35th Yukon Legislative Assembly on May 17, 2021. As part of its responsibility to scrutinize public spending, the committee believes it is important to keep departments accountable for commitments made in response to recommendations from the Auditor General.

On August 22, 2022, the Yukon Housing Corporation and the Department of Health and Social Services provided the committee with a draft action plan and status update on their progress addressing the audit recommendations. The [draft action plan and status update](#) are available on the Public Accounts Committee's webpage (<https://yukonassembly.ca/committees/pac>) and have also been included with this letter.

The Public Accounts Committee would be interested in any comments the City of Dawson may have on the Auditor General's report. The committee would appreciate receiving written submissions by **November 25, 2022**. Please note that any documents provided to the committee may be made public.

Thank for your attention to this matter. Please do not hesitate to contact Allison Lloyd, the Legislative Assembly's Clerk of Committees (Allison.Lloyd@yukon.ca), if you have questions about the Public Accounts Committee's work.

Sincerely,

A handwritten signature in blue ink, appearing to read "Currie Dixon". The signature is fluid and cursive, with the first name "Currie" and last name "Dixon" clearly distinguishable.

Currie Dixon, Chair
Standing Committee on Public Accounts

Report of the Auditor General of Canada
to the Yukon Legislative Assembly
Yukon Housing

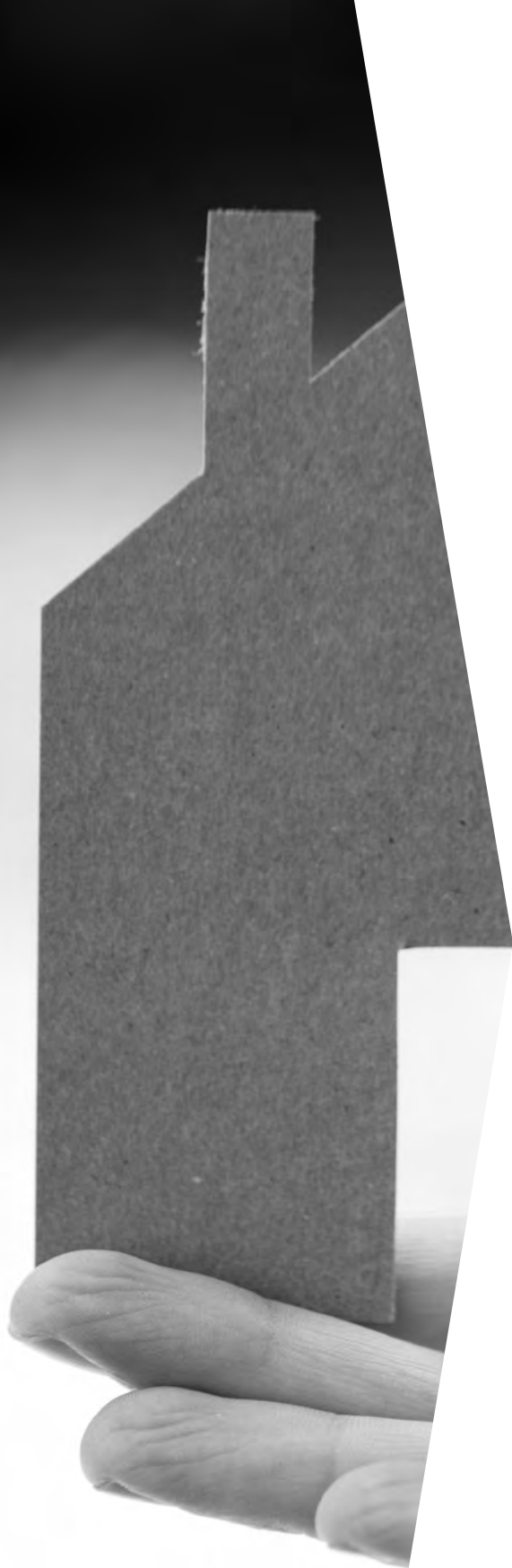


**Independent Auditor's
Report | 2022**



Office of the
Auditor General
of Canada

Bureau du
vérificateur général
du Canada



2022

Report of the Auditor General of Canada
to the Yukon Legislative Assembly

Independent Auditor's Report

Yukon Housing



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This publication is available on our website at www.oag-bvg.gc.ca.

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Introduction

Background

Housing

1. As in other parts of Canada, access to housing in Yukon—particularly for vulnerable persons, including those who are homeless or at risk of **homelessness**—is a challenge. Access to housing along the **housing continuum** affects many aspects of people’s quality of life, such as educational outcomes, incarceration rates, infectious and chronic disease rates, and ability to be part of the labour force.
2. The Government of Yukon has acknowledged that it must respond to vulnerable Yukoners’ needs for housing and related services. **Adequate, suitable, and affordable housing** are considered to be housing standards in Canada. Households whose dwelling is deemed inadequate, unsuitable, or unaffordable and who are not able to afford alternative

Homelessness—The lack of stable, permanent, appropriate housing or the lack of the immediate prospect, means, and ability of acquiring it. People who are homeless can include those who are unsheltered, emergency sheltered, temporarily accommodated, and at risk of homelessness. Homelessness is a fluid experience, where a person’s housing situation and options may shift and change frequently.

Source: Adapted from the Canadian Observatory on Homelessness

Housing continuum—Options available to individuals and households at all income levels and in all life circumstances, from emergency shelters and social housing to home ownership.

Source: Adapted from Ours to Build On—Housing Action Plan for Yukon 2015–2025, Government of Yukon

Adequate housing—Narrowly defined as housing that does not require any major repairs. A broader concept of adequacy includes sufficient space, protection from threats to health and security, availability of necessary infrastructure and sanitation, accessibility, located so as not to provide barriers to employment and/or vital services, and cultural appropriateness.

Source: Ours to Build On—Housing Action Plan for Yukon 2015–2025, Government of Yukon

Suitable housing—Housing that has enough bedrooms according to the National Occupancy Standard, which is based on size and composition of the household—age, sex, and relationships among household members.

Source: Adapted from Ours to Build On—Housing Action Plan for Yukon 2015–2025, Government of Yukon, and Core Housing Need in Yukon, 2018, Yukon Bureau of Statistics

Affordable housing—Housing that costs less than 30% of the before-tax total household income. For non-market renters, housing costs include rent and utilities.

Source: Ours to Build On—Housing Action Plan for Yukon 2015–2025, Government of Yukon

housing in their community are seen to be in core housing need. According to the 2018 Canadian Housing Survey,





- 14.4% of households in Yukon were in core housing need compared with 11.6% of households nationally.
- Of the Yukon households in core housing need, 69% were deficient in 1 housing standard while 31% were deficient in multiple housing standards.
- Approximately one third of all renter households in Yukon reported living in social and affordable housing.

Roles and responsibilities

3. **Yukon Housing Corporation.** The corporation's mission is to improve the quality of housing in Yukon and help Yukoners get the housing they need. It has key responsibilities for housing along the housing continuum (Exhibits 1 and 2). The corporation provides rental housing at below-market rents to applicants (individuals or households) who qualify for social housing and rent supplement units. As of March 2021, it had 744 social housing units and 80 rent supplement units.

4. **Department of Health and Social Services.** The department provides supports, services, and programs that improve the well-being and quality of life for Yukoners across the lifespan, including persons with disabilities, persons who are homeless or at risk of homelessness, persons in financial need, and adults with vulnerabilities. Its portfolio consists of housing with services: emergency shelters, transitional housing, and supportive housing (Exhibits 1 and 2). As of October 2021, the department had about 90 emergency shelter beds or units and 40 transitional housing beds or units. It also had 361 supportive housing beds or units, of which 36 were within the scope of the audit. (The remaining 325 were in long-term care and residential care, outside the scope of our audit.)

Exhibit 1—The housing continuum includes 4 major housing options

	Emergency shelters Temporary accommodations for people who lack housing. Shelters are typically free of charge and may be geared to a specific gender and/or age range.
	Transitional housing Housing where people can live for a limited time and typically receive services and support to transition to more permanent, stable housing.
	Supportive housing Non-market housing that typically includes both a rental subsidy and ongoing and targeted support services to residents who are unable to live independently due to physical, mental, or other challenges.
	Social housing Housing for low- and moderate-income singles and families that is typically owned, operated, and subsidized by a government and/or non-profit entity.

Note 1: Emergency shelters, transitional housing, and supportive housing are considered housing with services.

Note 2: The audit did not examine the final 2 housing options on the continuum, which are not shown in the exhibit: private market rental and home ownership.

Source: Ours to Build On—Housing Action Plan for Yukon 2015–2025, Government of Yukon

Exhibit 2—The roles and responsibilities of the Yukon Housing Corporation and Department of Health and Social Services

Element	Yukon Housing Corporation	Department of Health and Social Services
Applicable legislation	<ul style="list-style-type: none"> • <i>Housing Corporation Act</i> • <i>Residential Landlord and Tenant Act</i> • <i>Access to Information and Protection of Privacy Act</i> 	<ul style="list-style-type: none"> • <i>Health Act</i> • <i>Social Assistance Act</i> • <i>Health Information Privacy and Management Act</i> • <i>Access to Information and Protection of Privacy Act</i>
Housing continuum (Exhibit 1)	Social housing	Housing with services <ul style="list-style-type: none"> • Emergency shelters • Transitional housing • Supportive housing
Programs and benefits	<ul style="list-style-type: none"> • Social housing program • Canada-Yukon Housing Benefit • Rent supplement program 	<ul style="list-style-type: none"> • Community outreach services • Social assistance program • Shelter allowance

Source: Yukon Housing Corporation and Department of Health and Social Services

5. As part of their respective housing portfolios, the corporation and the department fund housing costs directly or fund third parties that provide housing. In the 2020–21 fiscal year, the corporation spent \$25.3 million in operating and capital costs for housing. The department estimated spending \$87 million in operating and capital costs for housing with services for the 2021–22 fiscal year, of which \$11.8 million was spent on emergency shelters, transitional housing, and selected supportive housing. These 2 territorial organizations deliver housing with many partners—federal, territorial, and First Nations and municipal governments, as well as for-profit and non-profit organizations.

6. The federal government provides significant funding for housing through 3 key initiatives:

- The National Housing Strategy—A Place to Call Home is a 10-year funding strategy. It provides \$28 million from the 2019–20 to the 2027–28 fiscal years for Yukon housing, including for building, repairing, and renovating housing units.
- The Low Carbon Economy Leadership Fund is a joint investment between the federal government and the Government of Yukon, which includes providing \$8.4 million, that began in the

2019–20 fiscal year and will end in the 2023–24 fiscal year to undertake energy retrofits and conduct energy assessments on the Yukon Housing Corporation’s housing stock.

- Reaching Home: Canada’s Homelessness Strategy is a community-based program aimed at preventing and reducing homelessness. It provides about \$5 million from the 2019–20 to the 2023–24 fiscal years for Yukon to address housing needs for people who are homeless or at risk of homelessness.

United Nations’ Sustainable Development Goals



Achieve gender equality and empower all women and girls
Source: United Nations



Reduce inequality within and among countries
Source: United Nations



Make cities and human settlements inclusive, safe, resilient and sustainable
Source: United Nations

7. In September 2015, Canada committed to supporting the implementation of the United Nations’ 2030 Agenda for Sustainable Development. In this audit, we examined the actions of the corporation and the department consistent with the following goals:

- **Goal 5: Gender equality.** This goal has the following associated target: Adopt and strengthen sound policies and enforceable legislation for the promotion of gender equality and the empowerment of all women and girls at all levels.
- **Goal 10: Reduced inequality.** This goal has the following associated target: Ensure equal opportunity and reduce inequalities of outcome, including by eliminating discriminatory laws, policies and practices and promoting appropriate legislation, policies and actions in this regard.
- **Goal 11: Sustainable cities and communities.** This goal has the following associated target: By 2030, ensure access for all to adequate, safe and affordable housing and basic services and upgrade slums.

8. On 11 March 2020, the World Health Organization declared a pandemic because of the rapid spread of the virus that causes the **coronavirus disease (COVID-19)**. Federal, provincial, and territorial governments had to act swiftly to protect Canadians against infection. This situation led to new challenges for the corporation and the department that meant having to adjust the way they provided housing and support for Yukoners. The pandemic affected residents’ needs, including those who were most vulnerable, due to impacts on employment, mental health, and the increase in domestic violence resulting from restriction and isolation.

Coronavirus disease (COVID-19)—The disease caused by severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2).

Focus of the audit

9. This audit focused on whether the Yukon Housing Corporation provided Yukoners who have the greatest housing needs with adequate, affordable, and suitable housing. We examined whether the corporation delivered social housing that fits its legislative mandate and its stated policies and procedures. We looked at how social housing units were allocated, whether they were suitable, and whether the units were being maintained adequately. We examined the corporation's strategic planning, needs assessment and capital plans, governance, and performance measurement processes. We also examined whether the Department of Health and Social Services supported vulnerable Yukoners who were homeless or at risk of homelessness by facilitating access to housing to meet their needs.
10. This audit is important because housing is a cornerstone of individual, family, and community well-being. At the individual and family level, housing provides the foundation for health, security, stability, and participation in society and the economy. At the community level, housing enables the growth of healthy, resilient citizens who can contribute to a thriving society, environment, and economy.
11. More details about the audit objective, scope, approach, and criteria are in **About the Audit** at the end of this report.

Findings, Recommendations, and Responses

Overall message

12. Overall, we found that the Yukon Housing Corporation and the Department of Health and Social Services did not provide Yukoners with the greatest housing needs, including those who are homeless, with adequate and affordable housing. However, we found that when social housing was provided, it was suitable in that enough bedrooms were available in individual housing units. The gaps we observed in providing adequate and affordable housing included incomplete identification of housing needs, a long and growing waiting list for housing, and problems in managing the existing housing stock. The corporation and the department have not worked together or with housing partners to effectively manage housing for those in need.
13. Many of the issues we identified are long-standing ones. Some were identified in our 2010 audit on housing and in our 2011 audit on health services and programs. While the organizations have launched several initiatives and action plans to address housing in the last decade, they have not followed through on many of their commitments.

14. Without clear accountability and direction, effective coordination and cooperation with housing partners, and significant and immediate action, long-standing issues will persist. Transformative changes are required to support Yukoners in need of housing.

Meeting housing needs

Context

15. Meeting needs is especially important for those who are vulnerable. Based on a point-in-time count, a total of 151 people were experiencing homelessness in Whitehorse on 13 and 14 April 2021:

- 85% identified as Indigenous
- 44% identified as female, 54% identified as male, and 2% identified as other genders
- 21% identified as LGBTQ2S+ (lesbian, gay, bisexual, transgender, queer, and 2-spirit)
- 7% were youth ages 16 to 24, 67% were adults ages 25 to 55, and 26% were older adults (age 55+)
- 108 were staying in temporary accommodations, such as a hotel or motel, someone else's home, transitional housing, or public places such as the hospital. Of the remaining 43, 38 were staying in emergency shelters and 5 were in unsheltered places.

16. The Government of Yukon prepared several action plans, strategies, and reports since 2015 that made recommendations or commitments to better provide housing for Yukoners, including the most vulnerable. This includes commitments related to gender equality, equity, diversity, and inclusion in housing. The government's current action plan is Ours to Build On—Housing Action Plan for Yukon 2015–2025. Two of its main goals are to increase access to adequate and affordable market and non-market rental housing and support to tenants and landlords, and to help people get and maintain housing with services. These 2 goals are consistent with goals 5, 10, and 11 of the United Nations' Sustainable Development Goals.

Applicants faced barriers to accessing the Yukon Housing Corporation's social housing

What we found

17. We found that barriers prevented residents in need from accessing social housing. These barriers existed in both the design and the delivery of social housing.

18. The analysis supporting this finding discusses the following topics:

- Outdated social housing delivery model
- Longer waiting list for social housing
- Ongoing barriers to affordability

Why this finding matters

19. This finding matters because the concept of community housing as defined in the National Housing Strategy (2017) recognizes that all subsidized housing, whether it is operated by government or by other partners, is a valuable community asset and should be used by the community where it is needed most.

Context

20. The Yukon Housing Corporation uses a point system so that applicants for social housing units can be housed in order of highest priority. The corporation also administers the following programs and benefits:

- Rent supplement program: Eligible low-income social housing applicants receive a private market rental subsidy that is paid directly to landlords by the corporation.
- Canada-Yukon Housing Benefit: The aim of the benefit is to make private rental housing more affordable for low- to moderate-income Yukoners. The maximum monthly benefit is \$800.

Recommendation

21. Our recommendation in this area of examination appears at paragraph 31.

Analysis to support this finding

Outdated social housing delivery model

22. We found that the Yukon Housing Corporation had not taken action to update its social housing delivery model so it would meet housing needs. The corporation's Social Housing Transformation Implementation Plan (2019) recognized the need for a fundamental change in the delivery model. The plan noted that the existing social housing program was intended to provide affordable subsidized housing to those who were able to live independently. However, the plan stated that in recent years, although more applicants were living with mental illness, addictions, and other cognitive and social issues, the frameworks and approaches for housing people did not change. In particular, the program did not differentiate between

applicants who could live independently and those who needed additional supports. This led to inequalities between applicants.

23. The corporation used a point system to give priority to those who were most vulnerable and had the lowest incomes. The point system recognized the following targeted housing priority groups in order of importance:

- victims of violence
- people needing medical accommodations in or outside their community
- homeless individuals
- mobility-challenged households
- all other non-priority applicant households

24. We found that the corporation's process for identifying groups to prioritize applicants was last updated in 2007. Since then, the identification of vulnerable groups has expanded. The 2017 National Housing Strategy, which provides federal funding to the Yukon government, identified vulnerable groups as including seniors, those dealing with mental health issues and addiction, LGBTQ2S+ people, racialized groups, newcomers (including refugees), and young adults. Yukon's 2020 Missing and Murdered Indigenous Women, Girls and Two-spirit+ People Strategy describes the need for appropriately and safely meeting the needs of Indigenous women, girls, and two-spirit people, which includes providing gender-specific options for safe and affordable housing.



25. We found that the corporation did not have recent data to determine the extent to which various priority groups were able to remain in housing they were given. This is noteworthy as the Social Housing Transformation Implementation Plan (2019) stated that many households that were approved and received social housing often did not receive the support they needed to stay housed, and these households had the highest eviction rates. For example, from 2012 to 2017, 89% of all tenant evictions were for those experiencing homelessness (59%) and victims of violence (30%). At the same time, as noted in the plan, others on the waiting list with more straightforward affordability issues were unlikely ever to be housed, as they were continually moved down the list to give priority to those with higher need. The system was acting as a revolving door. We found that the corporation did not have the data to determine the extent to which this issue continued to exist after 2017.

Longer waiting list for social housing

26. We found that from 2015 to 2021, the waiting list for eligible social housing applicants grew significantly and much more rapidly than the population did. The number of applicants (individuals or families) on the





waiting list increased by 320%, from 112 applicants to 463 applicants. In that same period, the population grew by 14%. As well, we noted that as of 31 October 2021, about 6 in 10 applicants (58%) on the social housing waiting list were in the priority groups (Exhibit 3).

Exhibit 3—Most applicants waiting for Yukon Housing Corporation social housing as of 31 October 2021 were in the priority groups

		 Number of applicants	 Percentage of total
Priority groups			
1	Victims of violence	26	6%
2	People needing medical accommodations in or outside their community	37	8%
3	Homeless individuals	159	34%
4	Mobility-challenged households	48	10%
Subtotal—Priority groups		270	58%
Non-priority group			
5	Non-priority applicants	193	42%
Total		463	100%

27. We found that the overall average time on the waiting list as of October 2021 was 1.4 years, compared with 1.1 years in 2014. We also assessed how long households in both priority and non-priority groups waited to be housed. We analyzed applicant data from 1 April 2018 to 31 October 2021 that the corporation provided to determine how long it took from the date people applied for housing to the date they received it. The average time for priority groups to be housed was 276 days, while the average time for non-priority applicants to be housed was 141 days (Exhibit 4). These results indicate that the process did not assign housing to priority groups more quickly than non-priority groups. The corporation was not able to provide an explanation as to why this was the case.

Exhibit 4—Between 1 April 2018 and 31 October 2021, priority groups waited almost twice as long to be housed as non-priority groups

		 Number of applicants housed	 Average time to be housed (days)
Priority groups			
1	Victims of violence	107	195
2	People needing medical accommodations in or outside their community	68	356
3	Homeless individuals	122	286
4	Mobility-challenged households	14	410
Subtotal—Priority groups		311	 Weighted average: 276
Non-priority group			
5	Non-priority applicants	58	141
Total		369	 Weighted average: 251

Ongoing barriers to affordability

28. We found that the eligibility criteria for the corporation's social housing program were not the same for seniors and non-seniors. Seniors could have over \$100,000 of assets and still be eligible, while non-seniors with over \$100,000 of assets were not eligible. As of September 2021, seniors made up 42% of all residents in social housing units. In the Social Housing Transformation Implementation Plan, it was noted that applying different eligibility criteria for seniors meant that the corporation was providing subsidized housing to seniors who may have been able to afford other types of housing.

29. In 2010, we recommended that the corporation and the department review how they set the rent for tenants who received social assistance. We found that the corporation and the department had conducted a number of analyses and made several changes aimed

at adjusting operational issues affecting shared clients. However, agreement on the appropriate shelter and utility amount the corporation should be receiving from the department for clients on social assistance living in corporation-owned social housing has not been reached, and further clarity is needed.

30. As well, the corporation used income thresholds to assess whether applicants were eligible for its social housing and benefit programs:

- Social housing income threshold limits were based on the size of the household and where it was located: in Whitehorse or in a rural community.
- The Canada-Yukon Housing Benefit income threshold limits are based only on the size of the household.

We found that the income threshold limits by household size differed between the 2 programs: in the case of the Canada-Yukon Housing Benefit, the location of the household was not considered. In October 2021, the corporation identified the need to conduct an annual review to include focusing on optimizing overall benefits, eligibility rationale, and affordability thresholds.

31. **Recommendation.** The Yukon Housing Corporation should conduct a review of rent assessment for those on social assistance, housing eligibility requirements, and its prioritization system to ensure that there is access for those in most need of housing and benefits.

The corporation's response. Agreed.

See the **List of Recommendations** at the end of this report for detailed responses.

Yukon Housing Corporation housing stock increased but not enough to meet needs

What we found

32. We found that the number of social housing and rent supplement units administered by the Yukon Housing Corporation grew by 20% between the 2014–15 and 2020–21 fiscal years. Although there were more units available, the demand for social housing exceeded supply. While the corporation developed an integrated housing strategy to identify housing needs, it developed limited actions to address them. We also found that maintenance costs had gone up, due in part to aging inventory.

33. The analysis supporting this finding discusses the following topics:

- Lack of action in addressing the capital investment and maintenance deficit
- Increased maintenance costs

Why this finding matters

34. This finding matters because the corporation must understand the housing needs of Yukoners to be able to provide the number and types of units to meet those needs. By identifying the gaps that exist in housing, the corporation is better able to request the amount of funding needed to develop and maintain an inventory of units that can meet current and future needs of Yukon communities that are geographically, demographically, and culturally diverse. As well, doing critical maintenance and repairs on a timely basis helps to minimize costs and maintain the housing stock.

Recommendation

35. Our recommendation in this area of examination appears at paragraph 40.

Analysis to support this finding

Lack of action in addressing the capital investment and maintenance deficit

36. We found that the number of social housing and rent supplement units administered by the Yukon Housing Corporation grew from 686 units in the 2014–15 fiscal year to 824 units in the 2020–21 fiscal year, an increase of 138 units (20%) (Exhibit 5). Although there were more units available, the demand for social housing exceeded supply, as the number of eligible applicants on the waiting list for social housing grew significantly during the same period.

Exhibit 5—Between 31 March 2015 and 31 March 2021, the inventory of social housing units and rent supplement units administered by the Yukon Housing Corporation increased

Inventory type (Yukon Housing Corporation)	2015 Inventory	2021 Inventory	Change in inventory	% change
Social housing units	652	744	92	14%
Rent supplement units	34	80	46	135%
Total	686	824	138	20%

37. In 2010, we recommended that the Yukon Housing Corporation develop an integrated housing strategy to identify housing needs compared with existing supply and to describe how it planned to address identified gaps over a planned time frame. In response, the corporation developed its 2017–18 Integrated Housing Strategy. We found that the strategy identified needs but developed limited actions to address them. According to the strategy, the 5-year deficit for housing capital and maintenance was about \$35.2 million. The corporation was unable to provide the current deficit for housing capital and maintenance.

38. Each year, the corporation prepared a capital asset management plan that provided a basis for prioritizing repairs and maintenance as well as for building new units over the next 5 years. Between 2019 and 2021, the corporation conducted a needs analysis in 5 out of 18 communities, but there was limited evidence of links between the results of these analyses and the capital asset management plan.

Increased maintenance costs

39. Including new builds, the average age of the corporation's housing units grew from 27 years in the 2017–18 fiscal year to 30 years in the 2021–22 fiscal year, and 38% of the corporation's housing units were more than 40 years old. One impact of an aging inventory was higher maintenance costs. We calculated that annual maintenance costs per unit increased from \$3,674 in the 2015–16 fiscal year to \$6,013 in the 2020–21 fiscal year—a 64% increase per unit.

40. **Recommendation.** The Yukon Housing Corporation should update its needs analysis across its housing portfolio to identify gaps compared with existing supply and funding levels and take specific actions. This should include realigning the housing stock to meet identified needs, calculating a 5-year deficit for capital and maintenance, and aligning its capital asset and maintenance plans to address gaps and carry out these actions over a planned time frame.

The corporation's response. Agreed.

See the **List of Recommendations** at the end of this report for detailed responses.

The Yukon Housing Corporation was unable to demonstrate that social housing was adequate, although the number of bedrooms per household was suitable

What we found

41. We found that the Yukon Housing Corporation had deficiencies in systems and practices to identify and monitor the status of major repairs. In addition, while the corporation increased the number of accessible and energy-efficient units, more work needed to be done. Therefore, the corporation was not able to demonstrate that social housing was adequate. However, we found that the housing provided was generally suitable, according to the National Occupancy Standard, in that there was a sufficient number of bedrooms for each household.

42. The analysis supporting this finding discusses the following topics:

- Deficiencies in adequacy of housing
- Sufficient number of bedrooms per household

Why this finding matters

43. This finding matters because adequacy and suitability are housing standards. To minimize health and safety risks to tenants, it is important that the housing the corporation provides is in good repair. The 2018 Canadian Housing Survey found that just over 15% of Yukon social and affordable housing units needed major repairs. Housing should also meet tenants' needs by having the number of bedrooms required for the household.

Recommendation

44. Our recommendation in this area of examination appears at paragraph 48.

Analysis to support this finding

Deficiencies in adequacy of housing

45. We found that the Yukon Housing Corporation's inventory management system was not able to identify major repairs. Instead, corporate officials manually reviewed work orders generated from

annual inspections to identify units that needed major repairs. Emergency repairs were identified through tenants contacting the corporation directly when a problem arose.

46. In the 2019–20 fiscal year, the corporation identified the need for 144 major repairs in 99 of its housing units and the need for 42 emergency repairs in 39 of its housing units. We examined a sample of 30 major repairs and 20 emergency repairs needed in the 2019–20 fiscal year to determine whether the corporation had completed the repairs in a timely fashion. We also examined whether the corporation had conducted annual inspections for those same units. We found that:

- 8 of the 30 major repairs were completed in about 200 days on average and were documented. The corporation was not able to confirm whether the remaining 22 repairs had been completed.
- All 20 emergency repairs had been completed. For about half of these repairs, however, the corporation's information system did not indicate whether the repairs were done in a timely manner.
- Annual inspections had been conducted for all but 1 unit.

47. Accessibility and energy efficiency are part of the United Nations' Sustainable Development Goals. We analyzed inventory data from the corporation to determine the change in the number of accessible and energy efficient units. We found that:

- The number of accessible units increased from 219 in 2017 to 260 in 2021, which is important given that one of the priority groups is mobility-challenged households, which currently have the longest wait times.
- As a result of new builds and retrofits that the corporation completed, the number of units that met or exceeded minimum energy efficiency ratings increased by almost 11% between 2017 and 2021, which represents 45% of the total housing stock.
- The corporation conducted energy audits on 21% of its total housing stock since 2016. The audits identify needed retrofits so that the housing stock is as energy efficient as possible.

48. **Recommendation.** The Yukon Housing Corporation should ensure that it has appropriate systems and practices in place to identify, document, and complete major and emergency repairs in a timely manner and increase accessibility and energy efficiency of their housing stock.

The corporation's response. Agreed.

See the **List of Recommendations** at the end of this report for detailed responses.

Sufficient number of bedrooms per household

49. We found that suitable housing was provided to residents of social housing, in that enough bedrooms were available in individual housing units. For the housing applications we reviewed, the number of bedrooms was in line with the size of the household. This is consistent with the 2018 Canadian Housing Survey: 98.6% of renters in social and affordable housing in Yukon were living in suitable housing.

The Department of Health and Social Services left some housing needs unmet and provided insufficient oversight of housing with services

What we found

50. We found limited needs analyses, unaddressed housing demand, and gaps in oversight by the Department of Health and Social Services with respect to its portfolio of housing with services.

51. The analysis supporting this finding discusses the following topics:

- Limited needs analysis and unaddressed housing demand
- Lack of oversight for funding agreements with third-party providers

Why this finding matters

52. This finding matters because conducting regular and comprehensive analyses provides a better and ongoing understanding of client housing needs and identifies actions where gaps need to be addressed. Ensuring proper accountability and oversight when housing is delegated to third-party providers is also key to meeting the housing needs of the most vulnerable.

Context

53. The Department of Health and Social Services, within its responsibilities for housing with services, provides a range of options, including the following:

- a low-barrier emergency shelter in Whitehorse designed to remove as many preconditions to entry as possible and to respond to the needs and concerns of people seeking shelter
- a transitional housing facility that supports youth as they take steps toward independent living
- a Housing First residence that provides supportive housing for people with complex needs: giving people permanent housing without conditions and then providing them with related supports as needed

54. The department also had agreements with 6 third-party organizations that provide emergency and transitional housing on its behalf across the territory. Under the Government Transfers Policy (2018), Government of Yukon Financial Administration Manual, the department is accountable for these services even when third parties deliver them.

55. In addition, the department delivers Yukon's territorial social assistance program. The program consists of a basic allowance (for food, clothing, and personal and household items) and a shelter allowance (for shelter and sometimes utilities). The amount of support available is based on the size of the household, who is in the household, and where members of the household live.

56. In 2017, the department conducted an analysis of housing needs. It found multiple substantive gaps in the continuum of housing and support options. Among those gaps, it identified 3 vulnerable groups for housing resources:

- Youth, especially those leaving foster care, were at risk of homelessness due to multiple vulnerabilities and barriers to housing.
- Adults with complex disorders, including addictions, mental health issues, and cognitive disabilities, were vulnerable to homelessness and inadequate housing and support options.
- Aging seniors faced gaps in supportive housing and assisted-living options along the housing continuum.

57. The 2017 analysis also examined 175 social assistance clients residing in hotels in 2016. Forty-six (or 26%) of these clients were identified as "hard to house" due to complex and concurrent vulnerabilities that represented 66% of months stayed. The use of hotels for this purpose identified a number of issues, including the following:

- The cost of housing was not fiscally efficient.
- The full cost was deducted from the clients' social assistance, even though in many cases the cost was higher than the shelter allowance, so that clients had less income for food and other living expenses.
- The quality of housing was not appropriate, as hotels did not provide the privacy, security, and independence of self-contained housing or the psychosocial supports of congregate housing.
- There were health and safety issues, such as poor building conditions, mould, and lack of cooking or food-storage facilities.
- There was a lack of affordable, available housing options for low-income clients, particularly clients with mental health and addictions issues.

Recommendations

Analysis to support this finding

58. Our recommendations in this area of examination appear at paragraphs 62 and 64.

Limited needs analysis and unaddressed housing demand

59. We found that there had not been an update to the overall needs analysis since 2017 or a specific action plan to allow for an assessment of any progress made. Also, the Department of Health and Social Services completed a limited number of facility reviews. Of the 6 third-party transfer payment agreements we examined, the department reviewed 3 providers of emergency shelters and transitional housing units in 2020 and 2021. It found that the availability of shelter beds generally met the needs of individuals experiencing violence or homelessness and that shelter and transitional housing services had good security and safety practices.

60. Several reports from the reviews and evaluations included the use of gender-based analyses and commitments related to developing measures so that diverse groups can access services, training and recruitment practices are inclusive, and intake and reporting procedures promote equality and respect. The reviews and evaluations also identified issues such as providing shelter options for women with children who may not be fleeing imminent danger or abuse, accessibility issues for those with mobility challenges, and privacy and confidentiality issues in accessing services.

61. We also found that while work had been done to increase housing for vulnerable individuals, the demand for temporary and permanent housing increased, exceeding the supply available in the territory. Social assistance clients continued to reside in hotels. From August 2019 to August 2021, these hotel accommodations cost \$1.8 million. An average of 75 households per month were living in hotels over the 2-year period. The department maintains that individuals receiving social assistance may use their shelter allowance and other benefits to pay for the accommodations that they attain, including temporary accommodations in hotels.

62. **Recommendation.** The Department of Health and Social Services should, in consultation with housing partners, undertake regular and comprehensive needs analysis, including a review of the use of hotels as temporary accommodation, and take appropriate action to meet client needs.

The department's response. Agreed.

See the **List of Recommendations** at the end of this report for detailed responses.

Lack of oversight for funding agreements with third-party providers

63. We found that the department did not demonstrate sufficient oversight in creating and monitoring 6 agreements for housing provided by third parties. For example, some agreements did not set out key operational requirements, such as minimum staffing levels and the number of beds needed. Also, the department did not follow up to ensure that third-party providers submitted the required reports to provide information on whether deliverables were met. This means that the department did not know if vulnerable residents were receiving the services and supports they needed.

64. **Recommendation.** The Department of Health and Social Services should ensure that agreements with third-party providers are comprehensive and are monitored for key deliverables.

The department's response. Agreed.

See the **List of Recommendations** at the end of this report for detailed responses.

Managing housing

Context

65. The Yukon Housing Corporation and the Department of Health and Social Services have individual and collective responsibilities for housing in Yukon based on their respective mandates. Since 2015, both organizations, along with many partners, have been involved in initiatives to improve housing:

- Ours to Build On—Housing Action Plan for Yukon 2015–2025
- Social Housing Transformation Implementation Plan (2019)
- Putting People First final report (2020)
- Aging in Place Action Plan (2020)

As the Housing Action Plan for Yukon stated, “Housing in Yukon—including the services that help people gain and maintain housing—is delivered through a highly interconnected system of government, non-government, and private sector entities. The resulting picture can appear complex, and with limited time and resources, organizations may struggle to connect beyond their specific program, mandate, or client group, instead operating in silos.”

66. The corporation and the department set up committees and working groups that were intended to support housing provision. Objectives of the committees and working groups included providing advice and oversight for housing and coordinating housing provision and services. Also, work was ongoing to meet commitments in response to funding provided under the federal Reaching Home program.

The Department of Health and Social Services and the Yukon Housing Corporation did not take action or work together to fix long-standing problems

What we found

67. We found that no significant progress was made to fix long-standing issues to transform housing programs and services, despite the various plans and initiatives identified in previous years. We also found that coordination mechanisms were ineffective in bringing partners together to make decisions and take action. For example, committees and working groups made up of representatives from several organizations, including the corporation and the department, were ineffective in providing advice and oversight on providing housing to vulnerable residents. As well, the Homeless Individuals and Families Information System, related to federal funding under the Reaching Home program, was not in place. As a result, housing partners in Yukon did not have all the information they needed to understand homelessness and to inform their decision making to prevent and reduce homelessness.

68. The analysis supporting this finding discusses the following topics:

- Unimplemented plans and initiatives
- Ineffective coordination and cooperation between key partners

Why this finding matters

69. The finding matters because the Yukon government has noted that partnerships and collaboration within and outside government are vital in addressing housing challenges in the territory. Further, since the corporation and the department have common objectives for responding to housing needs, it is important that they collaborate in their ongoing management of housing and housing with services. This finding also matters because if plans and initiatives are not carried out, their intended outcomes are not likely to be realized.

Recommendation

70. Our recommendation in this area of examination appears at paragraph 79.

Unimplemented plans and initiatives

71. We found that even though plans and initiatives had been created, the Yukon Housing Corporation and the department had made no significant progress to respond to long-standing issues to transform housing to meet the needs of Yukoners. For example, the Social Housing Transformation Implementation Plan (2019) outlined 4 major themes, which included the following implementation actions:

- directly providing support to individuals with vulnerabilities through dedicating a proportion of the housing portfolio to them and revisiting the current prioritization model
- introducing a mixed model where units within one structure would be available to households of various income levels
- implementing a consistent approach when considering applicant assets as part of eligibility requirements
- responding to unique community needs through greater in-person engagement and more housing in rural communities

72. The plan detailed 22 implementation actions: All but 1 were planned to be completed within the first year of the plan being approved. Although recent efforts were undertaken to address some actions through initiatives such as a policy development framework and a mixed-income pilot project, we found that little progress had been made to deal with the ongoing significant and unintended outcomes linked to the current delivery model.

73. In 2018, the Yukon government appointed an independent expert panel to review health and social services in the territory. In April 2020, the panel's report, *Putting People First*, was released. It reinforced the need for transformation by stating that ideally, housing occurs across a continuum and does not focus on a single population. The report also stated that the system should provide options and support for people with a range of incomes and health, social, and housing needs. Although the government accepted the panel's report and recommendations, we found little progress had been made toward transforming how housing will be delivered.

Ineffective coordination and cooperation between key partners

74. We found that the corporation had no formal programs or resources specifically designed to help clients transition between housing types on the housing continuum in place. On the other hand, we found that the department supported clients transitioning out of homelessness and between housing types through case management services. This difference, however, means that overall, some clients may

not have received the services they needed to help them progress to more permanent housing.

75. We also found that a burden was placed on applicants who received social assistance. Applicants had to inform the corporation monthly of their social assistance status to avoid potential eviction. We first identified this issue in our 2010 audit report. In that report, the corporation agreed to complete, within 9 months, a review of processes for clients on the social housing waiting list; however, we found little progress in this area during the examination period for this report.

76. Committees were formed to offer advice and oversight on providing housing, but we found they were ineffective. For example, meeting minutes from the Housing Action Plan Implementation Committee (in existence for 6 years, with members from more than 20 organizations) showed that the committee evolved into an information-sharing body rather than one that provided advice, solutions, and recommendations for implementing the Housing Action Plan for Yukon.

77. We also found that a joint steering committee on housing, made up of representatives of the department and the corporation, did not follow through on action items it had committed to work on. For example, in February 2021, the committee noted that Yukoners whose only income was social assistance were not eligible for the Canada-Yukon Housing Benefit. Committee members agreed that the 2 organizations needed to improve and potentially change the program eligibility for the benefit. As a starting point, they committed to conduct a jurisdictional scan to learn about practices across Canada. As of October 2021, the corporation planned to conduct its own review of the eligibility requirements for the benefit.

78. We also found that the Homelessness Individuals and Families Information System had not yet been put in place. It is intended to be a comprehensive data collection and case management system that allows multiple service providers to access real-time data and better coordinate services. Having the system in place by March 2022 was also a key requirement of federal Reaching Home funding. At the time our audit was completed, the department was conducting the necessary privacy impact assessments for the system to be put in place.

79. **Recommendation.** The Yukon Housing Corporation and the Department of Health and Social Services should ensure that there is governance and oversight in place by effectively working together and with other housing partners to demonstrate meaningful progress, resolve problems, and achieve results.

The corporation and department's response. Agreed.

See the **List of Recommendations** at the end of this report for detailed responses.

The Yukon Housing Corporation and the Department of Health and Social Services did not have the information they needed to support decision making and measure results

What we found

80. We found that the Yukon Housing Corporation and the Department of Health and Social Services did not have complete, timely, accurate, and relevant information to manage programs and benefits. Information by location was not always available, limited analysis of trends was done, and data system limitations affected the nature and extent of analysis that could be done. We also found limited performance measures to show how Yukoners benefited from housing efforts.

81. The analysis supporting this finding discusses the following topics:

- Lack of adequate data on housing generated by key information systems
- Lack of performance measurement frameworks and limited reporting on results

Why this finding matters

82. This finding matters because the lack of complete, timely, accurate, and relevant data on housing impairs decision making. This finding also matters because implementing a performance measurement strategy can help determine if the government is achieving its objectives and if progress is being made toward meeting the housing needs of Yukoners.

Recommendations

83. Our recommendations in this area of examination appear at paragraphs 87, 90, and 91.

Analysis to support this finding

Lack of adequate data on housing generated by key information systems

84. One objective of the Housing Action Plan for Yukon 2015–2025 was to ensure that collective action on housing issues in Yukon is supported by reliable current data. After a review of housing data in 2017, the Yukon Housing Corporation put in place a new information system. The purpose of the system was to provide comprehensive management and reporting capabilities for the corporation's applicant and housing data, and efficiencies in program administration.

85. We found that the corporation had not fully implemented its new information system, including inventory management and preventive maintenance functions. We also identified issues with system implementation and data quality in our 2010 audit. Examples where system functionality and data were lacking include the following:

- the ability to identify major repairs and properly create work orders
- the ability to generate reports on applicant priority groups
- data for communities outside Whitehorse
- current eviction and vacancy data for social housing units
- age- and gender-based data
- data specific to Indigenous and other vulnerable groups as identified by the National Housing Action Plan

86. As well, the department noted challenges with inadequate information management systems. Specifically, it noted non-existent, inadequate, and underused systems that contributed to the following issues:

- administrative burden
- inefficient service delivery
- challenges with data collection

We found that when it came to capturing and reporting on housing with services such as the Homeless Individuals and Families Information System, system and data deficiencies remained.

87. **Recommendation.** The Yukon Housing Corporation and the Department of Health and Social Services should work together and with housing partners to identify gaps and improve information systems to provide relevant, accurate, and timely information to support decision making and to report on the planning, delivery, and results related to housing in Yukon.

The corporation and department's response. Agreed.

See the **List of Recommendations** at the end of this report for detailed responses.

Lack of performance measurement frameworks and limited reporting on results

88. In our 2010 audit of the Yukon Housing Corporation, we recommended that the corporation set appropriate short- and long-term performance indicators and targets and gather and assess related data. The corporation prepared social housing program evaluations in March 2014 and January 2019, in compliance with its reporting requirements under the terms and conditions of its transfer agreement

with the Canada Mortgage and Housing Corporation. However, we found that the most recent program evaluation in January 2019 reported that there was no performance framework for the social housing program and no established outcome or performance measures to assess results.

89. We also found that the department had no performance measurement framework in place. While it had created a new internal unit to measure and report on departmental performance and had made an effort to start creating performance indicators and processes, the work completed to date was limited.

90. **Recommendation.** The Yukon Housing Corporation should establish appropriate performance indicators—including short-term and long-term targets and outcome measures at the program level—as well as develop and implement a program evaluation framework to assess achievement of desired results.

The corporation's response. Agreed.

See the **List of Recommendations** at the end of this report for detailed responses.

91. **Recommendation.** The Department of Health and Social Services should establish appropriate performance indicators—including short-term and long-term targets and outcome measures at the funding agreement and program level—as well as conduct regular program and housing provider evaluations to assess and report on achievement of desired results.

The department's response. Agreed.

See the **List of Recommendations** at the end of this report for detailed responses.

The way forward

92. As part of this audit, we assessed the progress the Yukon Housing Corporation and the Department of Health and Social Services had made in addressing deficiencies in previous audits. We found that many of the issues we identified in those audits had not been resolved. The lack of progress on these issues is concerning because the matters we raised have a direct impact on the housing needs of the most vulnerable Yukoners. The following 2010 and 2011 recommendations had not been fully addressed:

- recommendations on strategic planning (at paragraphs 72, 75, 77, and 82 of the 2010 report)
- recommendations on corporate governance and performance measurement (at paragraphs 98 and 104 of the 2010 report)

- recommendation on setting direction for the health system (at paragraph 35 of the 2011 report)
- recommendation on establishing, monitoring, and measuring programs (at paragraph 79 of the 2011 report)
- recommendation on departmental monitoring and reporting (at paragraph 99 of the 2011 report)

93. The corporation and the department should specify the actions each organization will take and set timelines for addressing both new and outstanding recommendations. The actions should clarify how the corporation and the department will work together to achieve progress to meet each of their respective and joint responsibilities.

Conclusion

94. We concluded that the Yukon Housing Corporation did not provide Yukoners who had the greatest housing needs with adequate and affordable housing, although it did provide suitable housing (enough bedrooms per household). We also concluded that the Department of Health and Social Services did not support vulnerable Yukoners who were homeless or at risk of homelessness by giving them access to housing that met their needs.

95. Without clear accountability and direction, effective coordination and cooperation with housing partners, and immediate action, long-standing and ongoing issues will persist. Transformative changes are required to support Yukoners in need of housing.

About the Audit

This independent assurance report was prepared by the Office of the Auditor General of Canada on housing in Yukon. Our responsibility was to provide objective information, advice, and assurance to assist the Yukon Legislative Assembly in its scrutiny of the government's management of resources and programs and to conclude on whether the Yukon Housing Corporation and the Department of Health and Social Services complied in all significant respects with the applicable criteria.

All work in this audit was performed to a reasonable level of assurance in accordance with the Canadian Standard on Assurance Engagements (CSAE) 3001—Direct Engagements, set out by the Chartered Professional Accountants of Canada (CPA Canada) in the CPA Canada Handbook—Assurance.

The Office of the Auditor General of Canada applies the Canadian Standard on Quality Control 1 and, accordingly, maintains a comprehensive system of quality control, including documented policies and procedures regarding compliance with ethical requirements, professional standards, and applicable legal and regulatory requirements.

In conducting the audit work, we complied with the independence and other ethical requirements of the relevant rules of professional conduct applicable to the practice of public accounting in Canada, which are founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality, and professional behaviour.

In accordance with our regular audit process, we obtained the following from entity management:

- confirmation of management's responsibility for the subject under audit
- acknowledgement of the suitability of the criteria used in the audit
- confirmation that all known information that has been requested, or that could affect the findings or audit conclusion, has been provided
- confirmation that the audit report is factually accurate

Audit objective

The objective of this audit was twofold—to determine whether

- the Yukon Housing Corporation provided Yukon residents with the greatest housing needs with adequate, affordable, and suitable housing
- the Department of Health and Social Services supported vulnerable Yukon residents who were homeless or at risk of homelessness by providing access to housing to meet their needs

Scope and approach

The scope of the audit included the Yukon Housing Corporation’s assessment of housing needs and provision of housing in Yukon. It also included examining the Department of Health and Social Services’ role in overseeing the provision of emergency shelters, transitional housing, and supportive housing.

We examined the relevant legislation, plans, policies, and procedures related to housing. We sampled transactions and analyzed applicant and inventory data to perform trend analysis and identify issues. We interviewed officials within the corporation and the department as well as those in organizations implicated in providing housing in Yukon, including the Council of Yukon First Nations, Yukon Anti-Poverty Coalition, and Safe At Home Society.

We did not examine the following:

- market rental housing and support for home ownership
- the procurement process and related contracts for new housing construction
- the quality of any housing unit maintenance activities
- social services and supports delivered as part of housing that is provided
- residential care for those with disabilities and long-term care

Criteria

Criteria	Sources
We used the following criteria to determine whether the Yukon Housing Corporation provided Yukon residents with the greatest housing needs with adequate, affordable, and suitable housing and whether the Department of Health and Social Services supported vulnerable Yukon residents who were homeless or at risk of homelessness by providing access to housing to meet their needs:	
Roles and responsibilities for the Yukon Housing Corporation and the Department of Health and Social Services are clearly defined, understood, and met.	<ul style="list-style-type: none">• <i>Housing Corporation Act</i>• <i>Health Act</i>• 2020–21 Main Estimates, Department of Health and Social Services• Bringing the Future into Focus: Strategic Planning Document, 2018/19–2022/23, Yukon Housing Corporation, 2018

Criteria	Sources
<p>We used the following criteria to determine whether the Yukon Housing Corporation provided Yukon residents with the greatest housing needs with adequate, affordable, and suitable housing and whether the Department of Health and Social Services supported vulnerable Yukon residents who were homeless or at risk of homelessness by providing access to housing to meet their needs:</p>	
<p>The Yukon Housing Corporation and the Department of Health and Social Services identify the housing needs of Yukon residents, including those with diverse needs, and assess whether their respective housing portfolios are meeting those needs.</p>	<ul style="list-style-type: none"> • Ours to Build On—Housing Action Plan for Yukon 2015–2025, Government of Yukon, 2015 • Bringing the Future into Focus: Strategic Planning Document, 2018/19–2022/23, Yukon Housing Corporation, 2018 • Yukon Aging in Place Action Plan, Government of Yukon, 2020 • Health and Social Services Strategic Plan (2014–2019), Department of Health and Social Services • Gender Inclusive Diversity Analysis (GIDA) Action Plan, Government of Yukon, 2017 • Transforming Our World: The 2030 Agenda for Sustainable Development, United Nations, 2015 • Minister Pauline Frost’s mandate letters, Government of Yukon, 2017 and 2019 • Minister Ranj Pillai’s mandate letter, Government of Yukon, 2021 • Minister Tracy McPhee’s mandate letter, Government of Yukon, 2021
<p>The Yukon Housing Corporation and the Department of Health and Social Services are, within their respective portfolios, complying with relevant policies and procedures to prioritize and allocate housing to high-priority applicants in a timely manner.</p>	<ul style="list-style-type: none"> • <i>Housing Corporation Act</i> • Yukon Housing Corporation’s Application for Rent Geared to Income Program • Policy 3.30, Employee Housing (2019), Government of Yukon General Administration Manual • <i>Health Act</i> • 2020–21 Main Estimates, Department of Health and Social Services

Criteria	Sources
We used the following criteria to determine whether the Yukon Housing Corporation provided Yukon residents with the greatest housing needs with adequate, affordable, and suitable housing and whether the Department of Health and Social Services supported vulnerable Yukon residents who were homeless or at risk of homelessness by providing access to housing to meet their needs:	
The Yukon Housing Corporation has systems and practices in place to assess, maintain, repair, and replace its housing inventories in accordance with relevant authorities and in a manner that respects the United Nations' Sustainable Development Goals.	<ul style="list-style-type: none"> • <i>Housing Corporation Act</i> • Bringing the Future into Focus: Strategic Planning Document, 2018/19–2022/23, Yukon Housing Corporation, 2018 • Yukon Housing Corporation Annual Report, 2019–2020 • Our Clean Future: A Yukon Strategy for Climate Change, Energy and a Green Economy, Government of Yukon, 2020 • Transforming Our World: The 2030 Agenda for Sustainable Development, United Nations, 2015
The Department of Health and Social Services ensures that the housing it is responsible for is managed in accordance with relevant authorities.	<ul style="list-style-type: none"> • 2020–21 Main Estimates, Department of Health and Social Services • Policy 2.8, Building and Equipment Maintenance (2010), Government of Yukon General Administration Manual • Policy 5.9, Government Transfers Policy (2018), Government of Yukon Financial Administration Manual
Effective coordinating mechanisms and processes are in place to support the Yukon Housing Corporation, the Department of Health and Social Services, and their partners to provide housing in Yukon.	<ul style="list-style-type: none"> • <i>Corporate Governance Act</i> • Ours to Build On—Housing Action Plan for Yukon 2015–2025, Government of Yukon, 2015 • Minister Pauline Frost's mandate letters, Government of Yukon, 2017 and 2019 • Minister Ranj Pillai's mandate letter, Government of Yukon, 2021 • Minister Tracy McPhee's mandate letter, Government of Yukon, 2021
The Yukon Housing Corporation and the Department of Health and Social Services have strategic planning and risk management processes in place to manage the provision of housing.	<ul style="list-style-type: none"> • Financial Administration Manual, Government of Yukon, 2008 • Policy 2.25, Enterprise Risk Management Policy (2014), Government of Yukon General Administration Manual
The Yukon Housing Corporation and the Department of Health and Social Services have performance measurement processes in place to measure and report on housing.	<ul style="list-style-type: none"> • Financial Administration Manual, Government of Yukon, 2008 • Bringing the Future into Focus: Strategic Planning Document, 2018/19–2022/23, Yukon Housing Corporation, 2018

Period covered by the audit

The audit covered the period from 1 April 2015 (the release date of the Housing Action Plan for Yukon 2015–2025) to 30 November 2021. This is the period to which the audit conclusion applies. However, to gain a more complete understanding of the subject matter of the audit, we also examined certain matters that preceded the start date of this period.

Date of the report

We obtained sufficient and appropriate audit evidence on which to base our conclusion on 17 March 2022 in Ottawa, Canada.

Audit team

This audit was completed by a multidisciplinary team from across the Office of the Auditor General of Canada (OAG) led by Glenn Wheeler, Principal. The principal has overall responsibility for audit quality, including conducting the audit in accordance with professional standards, applicable legal and regulatory requirements, and the office's policies and system of quality management.

List of Recommendations

The following table lists the recommendations and responses found in this report. The paragraph number preceding the recommendation indicates the location of the recommendation in the report.

Recommendation	Response
<p>31. The Yukon Housing Corporation should conduct a review of rent assessment for those on social assistance, housing eligibility requirements, and its prioritization system to ensure that there is access for those in most need of housing and benefits.</p>	<p>Agreed. The corporation provides a range of services and programs that address diverse needs across Yukon’s housing continuum. However, improvements will continue to be made under the 2021 Community Housing Framework and will include:</p> <ul style="list-style-type: none"> • review how rents are determined for all tenants to improve program clarity and, where possible, consistency between programs based on unique program mandate (in the 2022–23 fiscal year); • implement the new Community Housing Tenant Selection Policy, including eligibility criteria, and the subsequent removal of the current prioritization system (2022); • continue to work with community and government partners to understand and appropriately support Yukoners most in need (ongoing) (linked to paragraph 40); and • continue to work with community and government partners to provide housing solutions that are responsive to needs of Yukoners across the housing continuum (linked to paragraph 87).
<p>40. The Yukon Housing Corporation should update its needs analysis across its housing portfolio to identify gaps compared to existing supply and funding levels and take specific actions. This should include realigning the housing stock to meet identified needs, calculating a 5-year deficit for capital and maintenance, and aligning its capital asset and maintenance plans to address gaps and carry out these actions over a planned time frame.</p>	<p>Agreed. The corporation will immediately resume work on the Integrated Housing Strategy to continue identifying housing needs and gaps based on what is currently available. This will provide the necessary gap analysis to strategically determine priority gaps and align funding. Recent Community Housing Needs Assessments and other tools, such as the University of British Columbia’s Housing Assessment Resource Tool, will be used to inform this work and improve broader awareness by our community and government partners, including the federal government, over this next fiscal year. This will also be used to inform the corporation’s future strategic approach to realigning the housing stock and the capital asset and maintenance plan.</p> <p>Through this work, the corporation will be positioned to implement priority capital plans over the coming years and to triage the non-emergency repairs based on maintenance standards.</p>

Recommendation	Response
<p>48. The Yukon Housing Corporation should ensure that it has appropriate systems and practices in place to identify, document, and complete major and emergency repairs in a timely manner and increase accessibility and energy efficiency of their housing stock.</p>	<p>Agreed. The corporation's ability to meet Yukoners' needs requires us to evolve and adapt to meet changing needs. This in turn requires us to document all emergency and major repairs.</p> <p>The corporation will pursue appropriate process improvements, including potential software system enhancements, to assist tracking repair needs. This will include the realignment of community maintenance with reporting and budget structures within this next fiscal year. As a result, the corporation will be better positioned to improve timely responses.</p>
<p>62. The Department of Health and Social Services should, in consultation with housing partners, undertake regular and comprehensive needs analysis, including a review of the use of hotels as temporary accommodation, and take appropriate action to meet client needs.</p>	<p>Agreed. The department agrees to consult with housing partners to undertake regular and comprehensive needs analysis and develop a framework for forecasting housing with service needs within the year. Needs analyses will include access to housing with services for vulnerable populations and review of accommodations accessed by individuals on social assistance. Based on the needs analysis and forecasting, the department will take appropriate action to meet the housing with services needs of Yukoners.</p>
<p>64. The Department of Health and Social Services should ensure that agreements with third-party providers are comprehensive and are monitored for key deliverables.</p>	<p>Agreed. In November 2021, the department contracted with an independent consultant and initiated a review of its agreement management processes. The review was completed in January 2022. The department is in the process of strengthening agreement management and began updating agreements as they came due, starting 1 April 2022. This work is linked closely to recommendation 91 and the actions the department is taking to integrate performance measurement in its delivery of programs and services.</p>
<p>79. The Yukon Housing Corporation and the Department of Health and Social Services should ensure that there is governance and oversight in place by effectively working together and with other housing partners to demonstrate meaningful progress, resolve problems, and achieve results.</p>	<p>Agreed. The corporation and the department will immediately improve the strategic role of the Joint Deputy Ministers Committee on Housing. To support this, the corporation and the department will enter into a multi-year memorandum of understanding (MOU), by fall 2022, to formalize cooperation and coordination to improve access and resolve problems.</p> <p>Key MOU elements will include:</p> <ul style="list-style-type: none"> • roles and assignment of responsibilities • mechanisms for engagement with partners • short- and long-term priorities and actions • coordinated approach to information management • reporting and communication of progress and results

Recommendation	Response
<p>87. The Yukon Housing Corporation and the Department of Health and Social Services should work together and with housing partners to identify gaps and improve information systems to provide relevant, accurate, and timely information to support decision making and to report on the planning, delivery, and results related to housing in Yukon.</p> <p>90. The Yukon Housing Corporation should establish appropriate performance indicators—including short-term and long-term targets and outcome measures at the program level—as well as develop and implement a program evaluation framework to assess achievement of desired results.</p>	<p>Implementation of the MOU will be supported by the Joint Corporation/Department ADM Steering Committee on Housing and working groups formed to implement actions from the MOU. Short- and long-term housing priorities will include Government of Yukon priorities identified through approved strategic plans and report recommendations, such as the Housing Action Plan and Putting People First, including the planning of Putting People First recommendation 5.15—Align Government of Yukon housing initiatives under one provider. The corporation and the department are committed to working together in a more coordinated and effective way to help Yukoners meet their housing needs on a timely basis.</p> <p>Agreed. As key elements of the memorandum of understanding referenced in the joint response to recommendation 79, the corporation and the department will coordinate relevant information management, reporting and communication of results, and engagement with partners. This work will be complemented by establishment of performance indicators for the corporation and the department, as noted in response to recommendations 90 and 91. Reporting on the outcomes of related strategic plans, such as the Housing Action Plan 2015–2025, will also be implemented by November 2022 and updated annually. Ongoing monitoring of performance will enable the corporation and the department to identify Yukoners’ needs and take effective action.</p> <p>Agreed. The corporation knows that collective communication, collaboration, and efficiency to support Yukon’s housing issues require reliable data, program monitoring, and evaluation. This supports all housing partners to plan and respond well to current and future housing priorities.</p> <p>Work is currently underway to establish a program evaluation framework for Community Housing, with corresponding performance indicators linked to outcomes and targets. This is a natural next step given the recent Yukon Housing Corporation Board approval of the Community Housing Framework and the forthcoming development and implementation of the corporation’s 2023–24 to 2027–28 strategic plan. This work will also be reflected in funding agreements as they are established or renewed and any new partnership agreements. Collectively, this will enable the corporation to assess and report on the achievement of the desired results.</p>

Recommendation	Response
<p>91. The Department of Health and Social Services should establish appropriate performance indicators—including short-term and long-term targets and outcome measures at the funding agreement and program level—as well as conduct regular program and housing provider evaluations to assess and report on achievement of desired results.</p>	<p>Agreed. Enhancing performance measurement is an ongoing departmental commitment, as demonstrated through the role of the Population and Public Health Evidence and Evaluation Branch and requiring social services program areas to collect and analyze program-level data. As recommended in Putting People First, the Quadruple Aim is being used when developing performance indicators. The Quadruple Aim is intended to focus on improving patient experience, health outcomes, management of costs, and system effectiveness, and providing better experiences for care providers.</p> <p>The department is currently establishing program-level monitoring and evaluation frameworks, including performance indicators with short-term and long-term targets. This work is further reflected in funding agreements as they are established or renewed and in recent evaluations of funded housing with services programs. Collectively, this enables the department to assess and report on achievement of desired results and take targeted action as necessary.</p>



Office of the Auditor General of Canada report on the state of housing for vulnerable Yukoners Yukon Housing Corporation and Health and Social Services draft action plan and status update

Preamble

The draft action plan is an interim document to highlight actions identified by the Yukon Housing Corporation (Corporation) and the Department of Health and Social Services (Department) to date, as part of the Government of Yukon's response to the OAG report on Housing in Yukon. The document will be further developed into a work plan by November 2022 as part of the Corporation's and the Department's commitment to the Office of the Auditor General (OAG).

Even then, the work plan will be an evergreen document and will continue to evolve based on the Yukon government's response to affordable housing and housing with services. In implementing the action plan elements, the Corporation and the Department will engage and work with Yukon First Nation governments, Indigenous organizations, municipal governments and private and non-governmental organizations delivering housing and housing with support services.

Part of the Yukon government's response is also outlined in the Cooperation Memorandum of Understanding between the Corporation and Department, signed by the Honourable Ranj Pillai, Minister responsible for the Yukon Housing Corporation and the Honourable Tracy-Anne McPhee, Minister of Health and Social Services.

The actions reflect key initiatives that respond to the OAG recommendations based on implementation status.

* **Winter** (January to March); **Spring** (April to June); **Summer** (July to September); **Fall** (October to December)

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
31. The Yukon Housing Corporation should conduct a review of rent assessment for those on social assistance, housing eligibility requirements, and its prioritization system to ensure that there is access for those in most need of housing and benefits.	<p>Agreed. The corporation provides a range of services and programs that address diverse needs across Yukon's housing continuum. However, improvements will continue to be made under the 2021 Community Housing Framework and will include:</p> <ul style="list-style-type: none"> - review how rents are determined for all tenants to improve program clarity and, where possible, consistency between programs based on unique program mandate (in the 2022–23 fiscal year); - implement the new Community Housing Tenant Selection Policy, including eligibility criteria, and the subsequent removal of the current prioritization system (2022); - continue to work with community and government partners to understand and appropriately support Yukoners most in need (ongoing) (linked to paragraph 40); and - continue to work with community and government partners to provide housing solutions that are responsive to needs of Yukoners across the housing continuum (linked to paragraph 87). 	31.1 The YHC/HSS ADM Steering Committee on Housing to review YHC's rent assessment and eligibility, including those on social assistance.	<p>Winter 2023 (Start)</p> <p>Fall 2023 (Completed)</p>	To be started
		31.2 Amend the prioritization system and eligibility requirements with the Community Housing Operational Policies.	<p>Summer 2022 (Start)</p> <p>Fall 2023 (Completed)</p>	In progress
		31.3 Work with partners to determine how to evaluate Community Housing programs for those most in need and include the application of performance indicators.	<p>Winter 2023 (Start)</p> <p>Winter 2024 (Completed)</p>	To be started
		31.4 Complete the next 5-year Social Housing Program Evaluation starting in 2024, including a new evaluation framework and performance indicators.	<p>Spring 2023 (Start)</p> <p>Winter 2024 (Completed)</p>	To be started

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
40. The Yukon Housing Corporation should update its needs analysis across its housing portfolio to identify gaps compared to existing supply and funding levels and take specific actions. This should include realigning the housing stock to meet identified needs, calculating a 5-year deficit for capital and maintenance, and aligning its capital asset and maintenance plans to address gaps and carry out these actions over a planned time frame.	<p>Agreed. The corporation will immediately resume work on the Integrated Housing Strategy to continue identifying housing needs and gaps based on what is currently available. This will provide the necessary gap analysis to strategically determine priority gaps and align funding. Recent Community Housing Needs Assessments and other tools, such as the University of British Columbia's Housing Assessment Resource Tool, will be used to inform this work and improve broader awareness by our community and government partners, including the federal government, over this next fiscal year.</p> <p>This will also be used to inform the corporation's future strategic approach to realigning the housing stock and the capital asset and maintenance plan. Through this work, the corporation will be positioned to implement priority capital plans over the coming years and to triage the non-emergency repairs based on maintenance standards.</p>	40.1 Update the Integrated Housing Strategy (IHS), informed by the community needs assessments.	<p>Winter 2023 (Start)</p> <p>Summer 2023 (Completed)</p>	To be started
		40.2 Generate estimates of the value of maintenance and capital items during annual inspections to derive- 5-year capital and maintenance deficits.	<p>Summer 2022 (Start)</p> <p>Fall 2022 (Completed)</p>	In progress
		40.3 Continue meeting with representatives from the Housing Assessment Resource Tool (HART) project to integrate Yukon housing needs data into a broad understanding of housing need in the territory.	<p>Spring 2022 (Start)</p> <p>Winter 2023 (Completed)</p>	In progress
		40.4 Conduct an in-depth analysis of eligibility and subsequent waitlist to better understand demand/need for YHC's rent-geared-to income program.	<p>Summer 2022 (Start)</p> <p>Spring 2023 (Completed)</p>	In progress

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
		40.5 The Integrated Housing Plan and accompanying reports will inform Capital Asset Management Plans to better align stock with identified needs.	Fall 2023 (Start) Winter 2024 (Completed)	To be started
		40.6 Collaborate with federal partners to optimize resources to support delivery of current housing priorities.	Ongoing	Ongoing
48. The Yukon Housing Corporation should ensure that it has appropriate systems and practices in place to identify, document, and complete major and emergency repairs in a timely manner and increase accessibility and energy efficiency of their housing stock.	Agreed. The corporation's ability to meet Yukoners' needs requires us to evolve and adapt to meet changing needs. This in turn requires us to document all emergency and major repairs. The corporation will pursue appropriate process improvements, including potential software system enhancements, to assist tracking repair needs. This will include the realignment of community maintenance with reporting and budget structures within this next fiscal year. As a result, the corporation will be better positioned to improve timely responses.	48.1. Improve staff training on work order management information system and establish appropriate mechanisms for accountability.	Fall 2022 (Started) Spring 2023- (Completed)	In progress
		48.2. Review and enhance YHC's system to track and report major and emergency repairs.	Fall 2022 (Start) Spring 2023 (Completed)	In progress
		48.3. Explore how maintenance standards connect to the goals of Community Housing.	Winter 2023 (Start) Fall 2023 (Completed)	To be started

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
		48.4. Continue to conduct energy efficiency and accessibility upgrades to the existing portfolios in accordance with the low carbon economy fund (LCEF) and commitments under the Northern Carve Out Fund.	Ongoing	Ongoing
62. The Department of Health and Social Services should, in consultation with housing partners, undertake regular and comprehensive needs analysis, including a review of the use of hotels as temporary accommodation, and take appropriate action to meet client needs.	Will consult with housing partners to undertake regular and comprehensive needs analysis and develop a framework for forecasting housing with service needs within the year. Needs analyses will include access to housing with services for vulnerable populations and review of accommodations accessed by individuals on social assistance. Based on the needs analysis and forecasting, the department will take appropriate action to meet the housing with services needs of Yukoners.	62.1 Develop a Social Supports Branch Quarterly Housing Report to support analysis and decision-making pertaining to housing needs.	Spring 2022	Complete
		62.2 Collaborate with housing partners to integrate data from the Coordinated Access By Name List, Yukon Housing Corporation's waitlist, and Point in Time Count, etc., to establish common understandings of housing needs.	Fall 2022	In progress
		62.3 Complete a needs analysis for housing with services – particularly supportive housing – using population level data and	Fall 2022	In progress

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
		integrating real-time program data as possible.		
		62.4 Explore possibility to expand the Point in Time count to allow more in-depth needs analysis.	Winter 2023	To be started
		62.5 Finalize a Framework for Forecasting Housing with Services needs.	Winter 2023	In progress
64. The Department of Health and Social Services should ensure that agreements with third-party providers are comprehensive and are monitored for key deliverables.	In November 2021, the department contracted an independent consultant to review its agreement management processes. The review was completed in January 2022. The department is strengthening its agreement management and began updating agreements as they came due, starting 1 April 2022. This work is linked closely to recommendation 91 and the actions the department is taking to integrate performance measurement in its delivery of programs and services.	64.1 Complete an independent consultant review of the department Agreement management processes.	Winter, 2022	Complete
		64.2 Update third-party agreements to ensure comprehensive and monitored.	Winter, 2022	Complete
		64.3 Implement contractor recommendations for enhanced Agreement management.	Winter, 2023	In progress
79. The Yukon Housing Corporation and the	The corporation and the department will immediately improve the strategic role of the Joint	79.1 Establish multi-year MOU between Ministers.	Summer 2022 (Start)	Complete

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
Department of Health and Social Services should ensure that there is governance and oversight in place by effectively working together and with other housing partners to demonstrate meaningful progress, resolve problems, and achieve results.	<p>Deputy Ministers Committee on Housing. To support this, the corporation and the department will enter into a multi-year memorandum of understanding (MOU), by fall 2022, to formalize cooperation and coordination to improve access and resolve problems.</p> <p>Key MOU elements will include:</p> <ul style="list-style-type: none"> • roles and assignment of responsibilities • mechanisms for engagement with partners • short- and long-term priorities and actions • coordinated approach to information management • reporting and communication of progress and results <p>Implementation of the MOU will be supported by the Joint Corporation/ Department ADM Steering</p>		Summer 2023 (Complete)	
		79.2 Review of partnership framework to ensure alignment with the MOU and to support future partnership agreements.	Fall 2022 (Start) Winter 2023 (Complete)	To be started
		79.3 YHC and HSS to initiate the necessary work to address 5.15 of Putting People First.	Summer 2023 (Start) Completion - to be determined	To be started
		79.4 Review Terms of Reference of the Joint YHC and HSS ADM Steering Committees.	Fall 2022 (Start and Complete)	To be started

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
	Committee on Housing and working groups formed to implement actions from the MOU. Short- and long-term housing priorities will include Government of Yukon priorities identified through approved strategic plans and report recommendations, such as the Housing Action Plan and Putting People First, including the planning of Putting People First recommendation 5.15—Align Government of Yukon housing initiatives under one provider. The corporation and the department are committed to working together in a more coordinated and effective way to help Yukoners meet their housing needs on a timely basis.	79.5 YHC/HSS ADM SC to agree on short- and long-term priorities and associated timelines.	Winter 2023 (Start and Complete)	To be started
87. The Yukon Housing Corporation and the Department of Health and Social Services should work together and with housing partners to identify gaps and improve information systems to provide relevant, accurate, and timely information to support decision making	As key elements of the memorandum of understanding referenced in the joint response to recommendation 79, the corporation and the department will coordinate relevant information management, reporting and communication of results, and engagement with partners.	87.1 YHC and HSS work with other YG departments through an interdepartmental Housing Working Group to better understand, and respond to, the housing system from land development to Community Housing.	Fall, 2022 (Start)	Ongoing
	This work will be complemented by the establishment of performance indicators for the corporation and the department, as noted in response to recommendations 90 and 91. Reporting on the outcomes of related strategic	87.2 Liaise with FN self-governments, municipalities, community groups, universities and the Federal Government to share information and data on housing in the Yukon:	Ongoing	Ongoing

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
and to report on the planning, delivery, and results related to housing in Yukon.	plans, such as the Housing Action Plan 2015–2025, will also be implemented by November 2022 and updated annually. Ongoing monitoring of performance will enable the corporation and the department to identify Yukoners’ needs and take effective action.	- develop a common understanding of all housing needs; - inform subsequent housing priorities for housing providers.		
		87.3 Fully implement Coordinated Access such as a By Name List, such that housing needs for supportive housing and social housing are reflected through one list (without duplication or gaps) and housing access is coordinated.	Ongoing	Ongoing
		87.4 Conduct community assessments of all Yukon communities with an established reporting cycle and publish an annual summary, including recommendations to inform decision making and resource allocation - YHC and HSS to use this summary to inform a coordinated approach to programming and priorities.	Summer 2022	Ongoing
		87.5 Publish HAP three-year action plan report for 2019-2022.	Summer, 2022	Complete

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
90. The Yukon Housing Corporation should establish appropriate performance indicators—including short-term and long-term targets and outcome measures at the program level—as well as develop and implement a program evaluation framework to assess the achievement of desired results.	<p>Agreed. The corporation knows that collective communication, collaboration, and efficiency to support Yukon's housing issues require reliable data, program monitoring, and evaluation. This supports all housing partners to plan and respond well to current and future housing priorities. Work is currently underway to establish a program evaluation framework for Community Housing, with corresponding performance indicators linked to outcomes and targets. This is a natural next step given the recent Yukon Housing Corporation Board approval of the Community Housing Framework and the forthcoming development and implementation of the corporation's 2023–24 to 2027–28 strategic plan.</p> <p>This work will also be reflected in funding agreements as they are established or renewed and any new partnership agreements. Collectively, this will enable the corporation to assess and report on the achievement of the desired results.</p>	90.1 Review all YHC programs to ensure they include an evaluation framework with associated reporting timelines.	<p>Winter, 2023 (Start)</p> <p>Summer, 2024 (Complete)</p>	In progress
		90.2 Hire a Data and Program Evaluation Analyst position.	Summer 2022 (Start and Complete)	In progress
		90.3 Develop the next 5-year strategic plan that is informed by recommendations and findings of the 2022 OAG report.	<p>Fall, 2022 (Start)</p> <p>Fall, 2023 (Completed)</p>	To be started
91. The Department of Health and Social Services should establish	Agreed. Enhancing performance measurement is an ongoing departmental commitment, as demonstrated through the role of the Population	91.1 Develop monitoring and evaluation frameworks for housing-related programs.	Winter, 2023	In progress

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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Recommendation	Response	Draft Actions	*Draft Timeline	Status
appropriate performance indicators—including short-term and long-term targets and outcome measures at the funding agreement and program level—as well as conduct regular program and housing provider evaluations to assess and report on achievement of desired results.	and Public Health Evidence and Evaluation Branch and requiring social services program areas to collect and analyze program-level data. As recommended in Putting People First, the Quadruple Aim is being used when developing performance indicators. The Quadruple Aim is intended to focus on improving patient experience, health outcomes, management of costs, and system effectiveness, and providing better experiences for care providers. The department is currently establishing program-level monitoring and evaluation frameworks, including performance indicators with short-term and long-term targets. This work is further reflected in funding agreements as they are established or renewed and in recent evaluations of funded housing with services programs. Collectively, this enables the department to assess and report on achievement of desired results and take targeted action as necessary.	91.2 Integrate enhanced performance monitoring into funding agreements with third party housing providers.	Winter, 2022	Complete
		91.3 Develop a timeline for completing evaluations on programs not recently evaluated, starting with the Whitehorse Emergency Shelter.	Fall, 2022	In progress

Updated: August 19, 2022

Completed	In progress	To be started	Ongoing
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October 12, 2022

Via email: bill.kendrick@cityofdawson.ca

Mayor William Kendrick
Box 302
Dawson City, YT
Y0B 1G0

Dear Mayor Kendrick,

Thank you for your correspondence of August 23, 2022 regarding the July 16, 2022 outage caused when the Yukon Government cut the transport fibre cable to Dawson. My apologies for the delay in responding to you, your letter to me did not arrive until last week due to a typo in the PO Box (the Northwestel PO Box is 2727).

In your letter you raised concerns regarding the communication to Dawson City going forward in the event of future outages, and specifically those that affect emergency services like 911. In situations where landline services are unable to call 911, our Network Operations Control Centre will reach out to the affected public safety agencies so they can implement their contingency plans for the community.

In the event of a widespread outage such as those caused by a transport fibre cut, Northwestel's procedure is to contact the Yukon Territorial Government's Emergency Management Office (EMO). It is the EMO that coordinates outreach to communities and emergency services and should trigger Dawson City's own plan(s). For extended outages, the EMO usually hosts daily updates as well.

I would be pleased to meet with you and your team to discuss the existing procedures and whether there is room for improvement. Additionally, we may be able to facilitate a meeting with the EMO to ensure that there is a clear procedure for all in the future. If you have any questions, please do not hesitate to contact me at (867) 668-5407 or cshaw@nwtel.ca

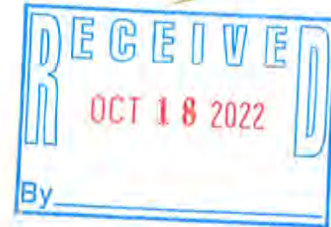
Sincerely,



Curtis Shaw,
President



October 13, 2022



Mayor and Council
City of Dawson
1336 Front Street
Dawson City, YT Y0B 1G0

Re: Raised Dawson City Issues

Dear Mayor and Council Members,

Thank you for meeting with me and raising concerns on various issues for the City of Dawson. We heard questions from you about parking pressures at the Yukon Sawmill Company Building, construction at the Robert Service School, fuel usage at grader stations, and information about the river crossing. Please see the following responses to your concerns.

Chief Isaac Incorporated is planning to construct a new office building to be completed Fall 2024. This building will include leased space for the Yukon government programs that will be temporarily operating in the Yukon Sawmill Company Building. This new space will include tenant parking which will alleviate any potential parking pressures near the Yukon Sawmill.

Highways and Public Works has retained a contractor to correct crawlspace deficiencies in the Robert Service School. This work will be completed by end of September. Other work planned or currently underway includes:

- A hazardous building materials assessment is underway, and the report is expected by end of September;
- A mechanical system upgrade for the school is currently in design and will be implemented over the next 2 years; and
- Work to reach substantial completion on the new modular classroom.

The department is estimating an annual savings of 50,000 litres of fuel at each grader station. Currently two grader stations have solar installed.

The department met with Tr'ondëk Hwëch'in Council in mid-September to discuss the river crossing in Dawson City, and department officials are planning a community and stakeholder engagement during the winter.

Thank you for taking the time to meet with me, I appreciate hearing the council's concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nils Clarke', with a long horizontal stroke extending to the right.

Nils Clarke
Minister of Highways and Public Works

From: [Bill Kendrick](#)
To: [Alexander Somerville](#); [Brennan Lister](#); [Julia Spriggs](#); [Patrik Pikalek](#); [CAO Dawson](#)
Subject: Fwd: Addressing Social Challenges to Improve Community Safety - 2022 Conference of the Canadian Municipal Network on Crime Prevention
Date: October 11, 2022 1:06:14 PM
Attachments: [image001.jpg](#)
[CMNCP22 Flyer \(ENG\).pdf](#)
[CMNCP22 Flyer \(FR\).pdf](#)
[CMNCP22 Flyer - Opening Keynote \(ENG\).pdf](#)
[CMNCP22 Flyer - Opening Keynote \(FR\).pdf](#)

FYI, correspondence.

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From: Felix Munger <felix@safercities.ca>
Sent: Tuesday, October 11, 2022 11:34:40 AM
To: bill.kendrick@cityofdawson.ca <bill.kendrick@cityofdawson.ca>
Subject: Addressing Social Challenges to Improve Community Safety - 2022 Conference of the Canadian Municipal Network on Crime Prevention

Le français suit

Dear Mayor Kendrick and Councillors,

I am reaching out to inform you of an upcoming conference that I am confident will be of interest to you, your colleagues, and your community.

The members of the [Canadian Municipal Network on Crime Prevention](#) (CMNCP) invite you to join them at their **virtual 2022 Annual Conference which runs from November 8th to November 10th**.

This year, the conference focuses on the impact of social challenges (e.g., homelessness, substance use, mental health, and sex work) on local communities.

For more information on the conference, you can visit the [conference website](#), refer to the attached documents, and see the message below.

The Canadian Municipal Network on Crime Prevention (CMNCP) is a community of practice which seeks to build capacity and mobilize Canadian communities to prevent and reduce crime and foster community safety and well-being through strategies that go beyond reactive policing and criminal legal system approaches. These include prevention measures that can address the root causes of crime through innovative action in sectors such as education, housing, social and youth services, and healthcare. For more information on CMNCP, click [here](#).

Our previous conference had over 130 participants and included amazing speakers such as Senator Patti LaBoucane-Benson, Dr. Annette Trimbee (President of MacEwan University), and Nishan Duraipah (Peel Region Chief of Police).

CMNCP22 includes exciting national and international presentations by

- **Jaap de Waard (Ministry of Justice and Security, Netherlands)**
- **Travis Lupick (journalist and author of Fighting for Space)**

- **Santiago Uribe (Chief Resilience Officer, City of Medellín)**
- **Karen Campbell and Ann Decter (Canadian Women Foundation).**

Simultaneous translation into French will be available during the opening keynote and closing panel. If you wish to attend only the sessions where translation is offered, discounted tickets are available [here](#).

Your presence at the conference, along with your feedback and comments during the question-and-answer period(s) would be a valuable addition to this exciting event.

Please do not hesitate to contact me if I can be of any assistance to you in this matter or if you have any questions about the Canadian Municipal Network on Crime Prevention.

Thank you for your consideration,

Sincerely,

FELIX MUNGER, PhD (he/him/il)

[\(Why display pronouns\)](#)

Canadian Municipal Network on Crime Prevention

Réseau Municipal Canadien en Prévention de la Criminalité

Email: felix@safercities.ca

Tel: 519-589-7788

www.safercities.ca



J'ai le plaisir de vous faire parvenir une invitation pour une conférence virtuelle qui sera sans aucun doute d'intérêt pour vous ainsi que vos collègues et votre communauté.

Les membres du [Réseau municipal canadien en prévention de la criminalité](#) (RMCP) vous invitent à vous joindre à eux lors de la **conférence annuelle virtuelle 2022 qui se déroulera du 8 au 10 novembre**.

Cette année, la conférence se concentre sur l'impact de divers enjeux sociaux (par exemple, l'itinérance, la consommation, la santé mentale et le travail du sexe) dans les communautés, soit à l'échelle locale.

Pour plus d'informations sur la conférence, vous pouvez consulter le [site web de la conférence](#), vous référer aux documents ci-joints et voir le message ci-dessous.

Le Réseau municipal canadien en prévention de la criminalité (RMCP) est une communauté de pratique qui cherche à renforcer les capacités et à mobiliser les collectivités canadiennes afin de prévenir et de réduire la criminalité et de favoriser la sécurité et le bien-être communautaire grâce à des stratégies qui vont au-delà des approches réactives de la police et du système pénal. Il s'agit notamment de mesures de prévention qui peuvent s'attaquer aux causes profondes de la criminalité

par des actions novatrices dans des secteurs comme l'éducation, le logement, les services sociaux et les services aux jeunes, ainsi que les services de santé. Pour plus d'informations sur le RMCPC, [cliquez ici](#).

L'année dernière, notre conférence a rassemblé plus de 130 participant.es et de nombreux conférencier.es exceptionnel.es tels que la sénatrice Patti LaBoucane-Benson, Annette Trimbee (présidente de l'Université MacEwan) et Nishan Duraipah (chef de police de la région de Peel). La conférence de cette année comprend des présentations nationales et internationales passionnantes qui seront offertes entre autres par

- **Jaap de Waard (ministère de la Justice et de la Sécurité, Pays-Bas),**
- **Travis Lupick (journaliste et auteur de *Fighting for Space*),**
- **Santiago Uribe (chef de la capacité de résilience, ville de Medellín), ainsi que**
- **Karen Campbell et Ann Decter (Fondation canadienne des femmes).**

La traduction simultanée en français sera disponible pendant le discours d'ouverture et le panel de clôture. Si vous souhaitez participer seulement aux séances durant lesquelles la traduction est offerte, des billets à prix réduit sont disponibles [ici](#).

Nous sommes d'avis que votre présence à la conférence ainsi que vos interventions et commentaires pendant les périodes de questions et réponses constitueraient un apport précieux à cet événement.

N'hésitez pas à me contacter si vous voulez des détails supplémentaires ou si vous avez des questions sur le Réseau municipal canadien en prévention de la criminalité.

Au plaisir,

FELIX MUNGER, PhD (he/him/il)

[\(Why display pronouns\)](#)

Canadian Municipal Network on Crime Prevention

Réseau Municipal Canadien en Prévention de la Criminalité

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MONTHLY POLICING REPORT July, 2022



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

The Dawson City RCMP Detachment responded to a total of 207 calls for service during the month of July, 2022.

OCCURENCES	July, 2022	Year to Date 2022	July, 2021	Year to date 2021	Year Total 2021
Assaults (all categories)	8	49	7	51	67
Sexual Assault	1	13	0	9	13
Break and Enter	1	10	3	10	15
Thefts (all categories)	5	28	8	29	46
Drugs (all categories)	2	8	5	17	28
Cause a Disturbance	12	36	12	55	90
Mischief	10	82	10	95	145
Impaired Driving	4	15	8	28	49
Vehicle Collisions	7	28	4	25	54
Mental Health Act	8	53	1	24	35
Assistance to General Public	5	31	12	38	66
Search and Rescue	3 (Land)	4	1 (Land)	2 (Land)	3
Missing Persons	3	11	4	11	13
Wellbeing Checks	8	29	11	36	63
Check Stops (represents the actual number of check stops)	1	3	0	3	4
Other Calls for Service	129	522	177	739	1224
Total Calls for Service	207	922	263	1172	1915
Criminal Code Charges / (CDSA)	3 CC	45 CC	5 CC	82 CC	151 CC 3 CDSA
Liquor Act/MVA/CEMA Charges/Cannabis Act (Can Act)/Campground Act (Camp. Act)		1 MVA	4 Liquor Act 4 MVA 1 CEMA	8 CEMA 7 Liquor Act 12 MVA	8 CEMA 7 Liquor Act 36 MVA 1 CAN. ACT 1 Camp. Act

PLEASE NOTE: The statistic numbers in the report may change monthly as file scoring is added, deleted or changed. This occurs as investigations develops resulting in additional charges or proving an incident to be unfounded. Numbers as at/corrected to 2022.07.31.



	July, 2022	Year to Date 2022 Total	July, 2021	Year Total 2021
Prisoners held locally	7	34	7	65
Prisoners remanded	1	1	0	8
Total Prisoners	8	35	7	65

Justice Reports	July, 2022	Year to Date 2022	July, 2021	Year Total 2021
Victim Services Referrals Offered	15	61	9	94
Youth Diversions	0	0	0	3
Adult Diversions	1	1	0	2
Restorative Justice Total	1	1	1	5



Canada Day Parade
July 1, 2021
Photo credit: Dan Davidson

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

Community approved priorities are:

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

(1) Road Safety

A variety of traffic work was completed in the Month of July which resulted in numerous suspensions, and charges in relation to impaired driving. The Whitehorse Traffic unit was also in town at various times assisting membership by conducting numerous checkstops and increasing police visibly on celebratory weekends.

(2) Substance Abuse

Members maintained high visibility in the community and conducted a significant amount of licensed premise checks. In speaking with the staff at locations it was well received that members were present and regularly patrolling the establishments. Members continue to conduct both foot and vehicle patrols in high traffic areas to encourage responsible consumption and smart decision making.

(3) Youth Initiatives:

Cst. Tower continued with his "positive ticketing" campaign and a youth received an ice cream certificate for practicing good bike safety. Although school is out, members are involved in summer activities including swims put on by Little Blue Daycare and Under 5 Soccer.

(4) Attendance at THFN and Community Events:

Nearly all members of the detachment attended the Moosehide gathering whether on duty or not. Members also participated in Canada Day by joining the Parade in Red Serge and marching along with other community members.

(5) Restorative Justice: There was one referral in July.

Fun Fact:

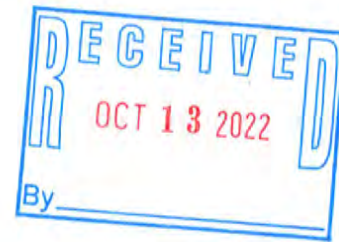
Although you may now only see SUVs, trucks and cars, RCMP have conducted patrols in a variety of ways of the years. Dogsledding was used in the northern Territories and was officially retired in March 1969.

Kindest regards,



Cst. David MACNEIL
Dawson City RCMP
Box 159
Dawson City, Yukon
Y0B 1G0

/am



**MONTHLY
POLICING REPORT
August, 2022**

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

The Dawson City RCMP Detachment responded to a total of 169 calls for service during the month of August, 2022.

OCCURENCES	August, 2022	Year to Date 2022	August, 2021	Year to date 2021	Year Total 2021
Assaults (all categories)	6	56	3	54	67
Sexual Assault	1	15	0	8	13
Break and Enter	0	10	2	12	15
Thefts (all categories)	6	35	6	35	46
Drugs (all categories)	1	9	8	22	28
Cause a Disturbance	10	47	15	70	90
Mischief	16	98	13	108	145
Impaired Driving	2	17	8	36	49
Vehicle Collisions	7	35	10	35	54
Mental Health Act	4	57	4	28	35
Assistance to General Public	8	39	7	45	66
Search and Rescue	1 Land	5 Land	0	2 Land	3
Missing Persons	1	12	1	12	13
Wellbeing Checks	10	40	7	43	63
Check Stops (represents the actual number of check stops)	0	3	0	3	4
Other Calls for Service	96	621	163	918	1224
Total Calls for Service	169	1098	247	1419	1915
Criminal Code Charges / (CDSA)	2 CC	47 CC	24 CC 10 CDSA	106 CC	151 CC 13 CDSA
Liquor Act/MVA/CEMA Charges/Cannabis Act (Can Act)/Campground Act (Camp. Act)	1 MVA	2 MVA	1 LA 1 Can Act	8 CEMA 8 Liquor Act 12 MVA 1 Can Act	8 CEMA 7 Liquor Act 36 MVA 1 Can. Act 1 Camp. Act

PLEASE NOTE: The statistic numbers in the report may change monthly as file scoring is added, deleted or changed. This occurs as investigations develops resulting in additional charges or proving an incident to be unfounded. Numbers as at/corrected to 2022.08.31





Discovery Days Parade
Photo credit Diane Blaquiere

	August, 2022	Year to Date 2022 Total	August, 2021	Year Total 2021
Prisoners held locally	7	41	11	65
Prisoners remanded	0	1	0	8
Total Prisoners	7	41	11	65

Justice Reports	August, 2022	Year to Date 2022	August, 2021	Year Total 2021
Victim Services Referrals Offered	4	61	7	94
Youth Diversions	0	0	0	3
Adult Diversions	0	1	0	2
Restorative Justice Total	0	1	0	5

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

Community approved priorities are:

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

(1) Road Safety

- Impaired investigations are being conducted on a regular bases and increased enforcement is provided throughout the summer months. Speeding and distracted drivers are also a priority. Please remember, don't drink and drive, call a friend and get a ride.

(2) Substance Abuse

- Bar checks for alcohol and drugs will continue but less and less people are out and

about with the end of tourist season. Citizens found in a desperate need to get home are being looked after and rides are being offered to ensure they get home safely in exigent circumstances.

(3) Youth Initiatives:

- School zone patrols are being done during the day to remind drivers to slow down and watch for kids. Several distracted drivers have been stopped from passing when the school buses are flashing their stop signs. Contact with a D.A.R.E trained member is in progress to have someone attend R.S.S. for a drug presentation.

(4) Attendance at THFN and Community Events:

- Members attend THFN and community events as they occur.

(5) Restorative Justice:

- No referrals were made this month to Restorative Justice (RJ). There is the possibility of one case going forward but will be refereed by the courts if found appropriate. Each case is always looked at to see if RJ is possible and appropriate.

Fun Fact:

The Yukon River averages 6,423 m³/s flow rate in town. This is the equivalent to 6423 washing machines flowing by every second! Think twice before jumping in...

Kindest regards,



Cst. Phil PREMIERL
Dawson City RCMP

for

Sgt. David WALLACE
N. C. O. In Charge
Box 159
Dawson City, Yukon
Y0B 1G0
/am