

CITY OF DAWSON
AGENDA - COUNCIL MEETING #C25-02
TUESDAY, January 21, 2025 at 7:00 p.m.
Council Chambers, City of Dawson Office

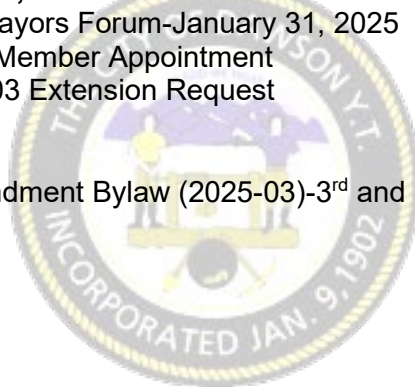
Join Zoom Meeting

<https://us02web.zoom.us/j/81614281447?pwd=oBPjqOB2KazN65NcWmbGStQxGKVKem.1>

Meeting ID: **816 1428 1447**

Passcode: **639459**

- 1. CALL TO ORDER**
- 2. ADOPTION OF THE AGENDA**
 1. Council Meeting Agenda #C25-02
- 3. DELEGATIONS, GUEST PRESENTATIONS, PUBLIC QUESTIONS & COMMENTS** *(Delegation by pre-notice, Guest Presentation by Invitation, Public Q & Comment 2 min ea. with max limit at discretion of Chair (testing...))*
- 4. ADOPTION OF THE MINUTES**
 1. Council Meeting Minutes C24-24 of December 17, 2024
 2. Budget Meeting Minutes C25-01 of January 14, 2025
- 5. BUDGET & FINANCIAL REPORTS**
 1. TL1 A-Tax Liens
- 6. SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
 1. Travel Approval: Chiefs and Mayors Forum-January 31, 2025
 2. Heritage Advisory Committee Member Appointment
 3. Subdivision Application #23-103 Extension Request
- 7. BYLAWS & POLICIES**
 1. Fees and Charges 2025 Amendment Bylaw (2025-03)-3rd and Final Reading
 2. Road Closure Policy 2025-02
- 8. PUBLIC QUESTIONS**
- 9. ADJOURNMENT**



MINUTES OF COUNCIL MEETING C24-23 of the Council of the City of Dawson held on Tuesday, December 10, 2024 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

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

REGRETS:

ALSO PRESENT:

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

1 CALL TO ORDER

The Chair, Mayor Johnson called Council meeting C24-24 to order at 7:00 p.m..

C24-24-01

2 ADOPTION OF AGENDA

Moved By: Mayor Johnson
Seconded By: Councillor Eastbound

That the agenda for Council meeting C24-24 of December 17, 2024 be adopted as presented.

CARRIED UNANIMOUSLY

3 PUBLIC HEARINGS

3.1 Subdivision Application #24-113- Lots 11 and 12, Block LH, Ladue Estate

The Chair called for submissions. The Chair called for submissions a second time. The Chair called for submissions a third and final time, and hearing none declared the Public Hearing closed.

3.2 Subdivision Application #24-114- Lot 18 and S½ of Lot 17, Block B, Ladue Estate

The Chair called for submissions. The Chair called for submissions a second time. The Chair called for submissions a third and final time, and hearing none declared the Public Hearing closed.

4 PROCLAMATIONS

- C24-24-02** **4.1** **Elaine Grandy Day**
Moved By: Mayor Johnson
Seconded By: Councillor Hobbs
- That Council proclaim December 23, 2024 as Elaine Grandy Day, in the City of Dawson.
- CARRIED UNANIMOUSLY
-
- 4.2** **Receive Sister City Flag-Town of Zábřeh**
- CAO Henderson presented the handmade flag of the Town of Zábřeh, Czech Republic, to Mayor and Council.
-
- 5** **ADOPTION OF MINUTES**
-
- C24-24-03** **5.1** **Council Meeting Minutes C24-18, C24-19, C24-22, C24-23**
Moved By: Councillor Lynn
Seconded By: Councillor Eastbound
- That the minutes of Council Meeting C24-18 of October 15, 2024, Council Meeting C24-19 of November 12, 2024, Special Council Meeting C24-22 of December 3, 2024 and Council Meeting C24-23 of December 10, 2024 be approved as presented.
- CARRIED UNANIMOUSLY
-
- 6** **REFERRALS FROM PRIOR MEETINGS**
-
- C24-24-04** **6.1** **Development Incentive RE: Development Permit #23-087**
Moved By: Councillor Eastbound
Seconded By: Councillor Hobbs
- That Council exempt Development Permit Application #23-087 from Section 2.1(j) of the Development Incentive Policy.
- CARRIED UNANIMOUSLY
-
- 7** **FINANCIAL & BUDGET REPORTS**
-
- C24-24-05** **7.1** **2025 Provisional Budget (2024 Budget)**
Moved By: Mayor Johnson
Seconded By: Councillor Lynn
- That Council approve the 2025 Provisional Operating Budget as amended.
- CARRIED UNANIMOUSLY
-
- 8** **SPECIAL MEETING, COMMITTEE, & DEPARTMENTAL REPORTS**
-
- C24-24-06** **8.1** **2024-2025 Deputy Mayor Appointments**
Moved By: Mayor Johnson
Seconded By: Councillor Eastbound
-

That Council appointment Councillor Lynn for the remainder of the 2024 calendar year with respect to the position of Deputy Mayor and that Council make the following appointments for the 2025 calendar year with respect to the position of Deputy Mayor:

Councillor Lynn for months January, February and March

Councillor Hobbs for the months April, May and June

Councillor Eastbound for the months July, August and September

Councillor Graf for the months of October, November and December.

CARRIED UNANIMOUSLY

C24-24-07

8.2

2025 Council and Committee of the Whole Meeting Dates

Moved By: Councillor Lynn

Seconded By: Councillor Eastbound

That Council establish regular meeting dates for Council, Committee of the Whole, and Budget Meetings for 2025, as per the attached Calendar.

CARRIED UNANIMOUSLY

C24-24-08

8.3

Association of Yukon Communities (AYC) and Klondike Visitors Association (KVA) Board Representative Appointments

Moved By: Councillor Eastbound

Seconded By: Councillor Graf

That Council make the following appointments:

1. Councillor Hobbs as Councils representative for the Association of Yukon Communities (AYC) Board of Directors for a one-year term ending Dec 31, 2025.

2. Mayor Johnson as Councils Alternate representative for the Association of Yukon Communities (AYC) Board of Directors for a one-year term ending Dec 31, 2025. To serve in the absence of the primary rep.

3. Councillor Eastbound as Councils representative for the Klondike Visitors Association Board of Directors for a one-year term ending Dec 31, 2025.

CARRIED UNANIMOUSLY

Councillor Lynn to serve as alternate for the KVA Board of Directors.

C24-24-09

8.4

Travel Approval-Newly Elected Officials Training

Moved By: Mayor Johnson

Seconded By: Councillor Hobbs

That Council approve travel and related per diems for Council Members to attend the Newly Elected Officials Training in Whitehorse on November 29 and November 30, 2024 , and attendance at the Association of Yukon Communities Board meeting on December 1, 2024.

CARRIED UNANIMOUSLY

- C24-24-10** **8.5** **Community Grant and Recreation Grant Fund-September Intake**
Moved By: Councillor Eastbound
Seconded By: Councillor Graf
- That Council approve the Community Grants, as recommended by the Community Grant Committee in the amount of \$2,000.00 and
That Council approve the Level 2 Recreation Grants, as recommended by the Recreation Board in the amount of \$2,000.
- CARRIED UNANIMOUSLY
-
- C24-24-11** **8.6** **TH/CoD MOU Endorsement**
Moved By: Mayor Johnson
Seconded By: Councillor Lynn
- That Council endorse the existing MOU between the Tr'ondëk Hwëch'in Government and the Municipality of the City of Dawson.
- CARRIED UNANIMOUSLY
-
- C24-24-12** **8.7** **Subdivision Application #24-114- Lot 18 and S½ of Lot 17, Block B, Ladue Estate**
Moved By: Councillor Eastbound
Seconded By: Councillor Graf
- That Council grant subdivision authority to consolidate Lot 18 and S ½ of Lot 17, Block B, Ladue Estate, 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 UNANIMOUSLY
-
- 9** **BYLAWS & POLICIES**
-
- 9.1** **Council Remuneration Bylaw (2024-10)-2nd and 3rd Reading**
-
- C24-24-13** **9.1.1** **Second Reading**
Moved By: Mayor Johnson
Seconded By: Councillor Hobbs
- That Council give Bylaw 2024-10, being the Council Remuneration Bylaw, second reading, as amended.
- CARRIED UNANIMOUSLY
-
- C24-24-14** **9.1.1.1** **Amendments #1**
Moved By: Mayor Johnson
Seconded By: Councillor Lynn
-

That Bylaw 2024-10, being the Council Remuneration Bylaw, be amended with the following: Section 4.01- The base annual remuneration for the Mayor for the 2024-2028 term of office shall be \$18,000.00 effective from November 1st, 2024, to October 31, 2028.

CARRIED UNANIMOUSLY

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- C24-24-15** **9.1.1.2 Amendment #2**
Moved By: Mayor Johnson
Seconded By: Councillor Eastbound
- That Bylaw 2024-10, being the Council Remuneration Bylaw, be amended with the following: Section 5.01-Council must review and pass third reading of the Council Remuneration Bylaw at least 3 months prior to the Yukon Municipal Election.
- CARRIED UNANIMOUSLY**
-
- C24-24-16** **9.1.1.3 Amendment #3**
Moved By: Mayor Johnson
Seconded By: Councillor Eastbound
- That Bylaw 2024-10, being the Council Remuneration Bylaw, be amended with the following: Section-6.01(b) When the municipality receives notice of a training session, event or meeting occurring between the date of a council meeting and the event, the Municipal Clerk shall conduct an email poll among the council members to seek approval for a member to attend and represent the City. For the representation to be approved for per diem purposes, a majority of the council must approve the request. This approval process and the results will be reported at the next scheduled council meeting for informational purposes.
- CARRIED UNANIMOUSLY
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- C24-24-17** **9.1.1.4 Recess**
Moved By: Councillor Lynn
Seconded By: Councillor Eastbound
- That Council take a five-minute recess.
- CARRIED UNANIMOUSLY
-
- C24-24-18** **9.1.1.5 Amendment #4**
Moved By: Councillor Lynn
Seconded By: Councillor Eastbound
- That Bylaw 2024-10, being the Council Remuneration Bylaw, be amended with the following: Section-4.03(a)(l) be changed to 2.5%.
- CARRIED UNANIMOUSLY
-
- C24-24-19** **9.1.1.6 Amendment #5**
- That Bylaw 2024-10, being the Council Remuneration Bylaw, be amended with the following: Section 4.02- The base annual remuneration for each

Councillor for the 2024-2028 term of office shall be \$12,000.00 effective from November 1st, 2024, to October 31, 2028.

CARRIED UNANIMOUSLY

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| C24-24-20 | <p>9.1.2 Third and Final Reading
 Moved By: Mayor Johnson
 Seconded By: Councillor Hobbs</p> <p>That Council give Bylaw 2024-10, being the Council Remuneration Bylaw, third and final reading.</p> <p>CARRIED UNANIMOUSLY</p> |
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| 9.2 Zoning Bylaw Amendment No. 32 (2024-13)-2nd and 3rd Reading | |
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| C24-24-21 | <p>9.2.1 Second Reading
 Moved By: Councillor Eastbound
 Seconded By: Councillor Hobbs</p> <p>That Council give Bylaw 2024-13, being the Zoning Bylaw Amendment No. 32 Bylaw, second reading.</p> <p>CARRIED UNANIMOUSLY</p> |
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| C24-24-22 | <p>9.2.2 Third and Final Reading
 Moved By: Councillor Eastbound
 Seconded By: Councillor Hobbs</p> <p>That Council give Bylaw 2024-13, being the Zoning Bylaw Amendment No. 32 Bylaw, third and final reading.</p> <p>CARRIED UNANIMOUSLY</p> |
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- Mayor Johnson expressed his thanks to City staff, fellow Council members and the Dawson City Fire Department for all their hard work.
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|------------------|---|
| C24-24-23 | <p>10 ADJOURNMENT
 Moved By: Councillor Lynn
 Seconded By: Councillor Eastbound</p> <p>That Council Meeting C24-24 be adjourned at 9:13 p.m. with the next regular meeting of Council being January 21, 2025.</p> <p>CARRIED UNANIMOUSLY</p> |
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THE MINUTES OF COUNCIL MEETING C24-24 WERE APPROVED BY COUNCIL RESOLUTION #C25-01-XX AT COUNCIL MEETING C25-01 OF JANUARY 21, 2025.

 Stephen Johnson, Mayor

 David Henderson, CAO

MINUTES OF COUNCIL MEETING C25-01 of the Council of the City of Dawson held on Tuesday, January 14, 2025 at 7:00 p.m. via City of Dawson Council Chambers.

PRESENT:

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

REGRETS:

Councillor Tobias Graf

ALSO PRESENT:

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

1 CALL TO ORDER

The Chair, Mayor Johnson called Council meeting C25-01 to order at 7:02 p.m.

C25-01-01

2 ADOPTION OF AGENDA

Moved By: Councillor Lynn
Seconded By: Councillor Eastbound

That the agenda for Council meeting C25-01 of January 14, 2025 be adopted as presented.

CARRIED UNANIMOUSLY

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

4 FINANCIAL & BUDGET REPORTS

C25-01-02

4.1 Budget Presentation

Moved By: Councillor Eastbound
Seconded By: Councillor Hobbs

That Council set the property tax rate increase at 1%.

CARRIED 3-1

C25-01-03

4.2 Cable TV

Moved By: Councillor Eastbound
Seconded By: Councillor Lynn

BE IT RESOLVED THAT the Municipality of Dawson commits to maintaining Dawson City Cable TV services and directs administration to:

- 1: Gather community feedback on the future of Cable TV services.
 - 2: Collaborate with stakeholders like CFYT to understand the impacts of any
-

changes.

3: Review and separate capital/infrastructure and operational costs for Cable TV to ensure transparency.

4: Explore cost-saving measures to make the service self-sustaining.

5: Provide a clear cost analysis comparing the expense of transferring Cable TV lines to new power poles versus the cost of removing the lines entirely, to fully evaluate the financial implications of each option.

CARRIED UNANIMOUSLY

C25-01-04

4.3 CBC Building Capital Budget Carryover

Moved By: Councillor Eastbound

Seconded By: Councillor Hobbs

That Council authorize the carryover of unspent capital funding allocated in 2024 for the CBC Building project to the 2025 Capital Budget.

CARRIED UNANIMOUSLY

C25-01-05

4.4 Tipping Fees

Moved By: Councillor Hobbs

Seconded By: Councillor Eastbound

BE IT RESOLVED THAT Council direct City staff to develop a policy outlining the implementation of tipping fees for:

i) All demolition and construction waste originating from within and outside the municipality;

ii) All industrial waste originating from inside or outside the municipality;

AND BE IT FURTHER RESOLVED THAT the policy include provisions for:

i) Fee structures based on volume;

ii) Clear definitions of waste categories;

iii) Mechanisms to enforce compliance;

iv) Education Campaign including Diversion

AND THAT the draft policy be presented to Council at the February 18th Council Meeting for review and approval.

CARRIED UNANIMOUSLY

5 BYLAWS & POLICIES

C25-01-06

5.1 Fees and Charges 2025 Amendment Bylaw (2025-03)-Second Reading

Moved By: Councillor Lynn

Seconded By: Councillor Eastbound

That Council give Bylaw 2025-03, being the Fees & Charges 2025 Amendment Bylaw, second reading.

CARRIED UNANIMOUSLY

6 PUBLIC QUESTIONS

C25-01-07

7 ADJOURNMENT

That Council Meeting C25-01 be adjourned at 9:48 p.m. with the next regular meeting of Council being January 21, 2025.

CARRIED UNANIMOUSLY

THE MINUTES OF COUNCIL MEETING C25-01 WERE APPROVED BY COUNCIL RESOLUTION #C25-02-XX AT COUNCIL MEETING C25-02 OF JANUARY 21, 2025.

Stephen Johnson, Mayor

David Henderson, CAO



City of Dawson Report to Council

Agenda Item	Tax Lien Summary: TL1
Prepared By	Yun Ke Ni, Chief Financial Officer
Meeting Date	January 21, 2025
References (Bylaws, Policy, Leg.)	Per S.83(1) of the Yukon Territory Assessment and Taxation Act
Attachments	List of Properties Subject to Tax Lien

<input checked="" type="checkbox"/>	Council Decision
<input type="checkbox"/>	Council Direction
<input type="checkbox"/>	Council Information
<input type="checkbox"/>	Closed Meeting

Recommendation

That Council authenticate the attached list of properties subject to the lien process by affixing the seal of the City of Dawson as per S.83(5) of the Yukon Territory Assessment and Taxation Act (ATA)

Executive Summary

The list of Properties in arrears are identified to council - once authenticated by council the list is published publicly in local media and if still in arrears 60 days after publishing the properties may be seized and sold by the municipality to recover outstanding property taxes.

Background

Under S. 83(1) of the ATA, the CFO is required to submit a list of properties with tax arrears to Council for authentication. This is the first step in the process to initiate tax liens to recover unpaid taxes. Currently taxes are outstanding on fourteen (14) properties, totalling \$79,043.54. Appropriate notification has been mailed to the addresses of record.

Discussion / Analysis

The authentication of the list of properties is the first step in the collection of outstanding taxes. Next steps: Publication of the list in a local newspaper and at the City Office and Post Office. Sixty days after publication, liens may be filed. As a result of a lien placed on a property, the property may be seized by the City if the taxes are not paid.

Fiscal Impact

Potential reduction of Tax Receivable and collection of outstanding taxes.

Alternatives Considered

None.

Next Steps

Following authentication, the Finance Department will start the Lien process for Properties Subject to Tax Lien

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Jan. 17, 2025

SCHEDULE II
YUKON TERRITORY ASSESSMENT AND TAXATION ACT
SECTION 83(1)
FORM TL2
PROPERTIES SUBJECT TO TAX LIEN
City of Dawson

O.I.C 1988/88

10% of total I J K

Roll #	Title Holder	Location	Legal Description			Certificate of Title	Tax	Arrears of property tax		Admin Fee	Balance Owning
			Lot	Block	Estate			Penalty	Interest		
D7402036007060	536756 Yukon Inc/DeWoody	Dawson City	7		Guggieville	2019Y1078	1,170.67	121.50	31.36	132.35	1,455.88
D7502031071070	Narozny, Frank	Dawson City	1071		Klondike Highway	99Y099	6,552.29	492.00	426.88	747.12	8,218.29
D7402036014070	C Bar M Inc	Dawson City	14		Guggieville	100248645	4,065.10	347.00	228.75	464.01	5,104.86
D8100080119020	Ball, Nicholas & Baptiste, Jacob	Dawson City	19&20	HA	Harper Estate	2010Y1156A	9,238.56	875.57	755.90	1,087.00	11,957.03
D8200000214030	Conservation Klondike Society	Dawson City	14	B	Ladue	95Y636	5,102.92	170.00	127.09	540.00	5,940.01
D8200001409060	Gerstenfeld, Solomon Estate	Dawson City	9	N	Ladue	1495S	5,066.88	477.94	337.41	588.22	6,470.45
D8200002517030	Lewthwaite, Rhea	Dawson City	17	Y	Ladue	2017Y1188	6,307.45	769.09	481.62	755.82	8,313.98
D8200120314080	Ryter, Ernest G.	Dawson City	14	LC	Ladue	98Y926	1,406.84	111.06	29.30	154.72	1,701.92
D8200121741090	Stretch, Eric	Dawson City	41	LQ	Ladue	2002Y0916	5,525.60	453.69	272.76	625.21	6,877.06
D8400000201060	Fraser, Vince	Dawson City	1	2	Day Addition	2014Y0080	1,343.10	88.00	29.65	146.08	1,606.83
D8600000707520	Cairns, Colm	Dawson City	7&8	G	Gov't Addition	90Y1207	1,343.10	88.00	29.65	146.08	1,606.83
D9002030010040	Penrose, Michael & Stephenie Williams-Penrose	Dawson City	10		Dredge Pond	2012Y0273	1,886.02	142.29	43.99	207.23	2,279.53
D9002030020020	Narozny, Frank	Dawson City	20		Dredge Pond	2012Y0869	13,402.03	1,364.50	1,152.44	1,591.90	17,510.87
TOTAL										79,043.54	

Dated this 2nd day of January, 2025.

David Ni
Collector of Taxes
Chief Financial Officer
City of Dawson



City of Dawson Report to Council

Agenda Item	Preapproval of Travel
Prepared By	David Henderson
Meeting Date	March 19, 2024
References (Bylaws, Policy, Leg.)	Council Remuneration Bylaw Council Travel Bylaw
Attachments	Invitation letter

<input checked="" type="checkbox"/>	Council Decision
<input type="checkbox"/>	Council Direction
<input type="checkbox"/>	Council Information
<input type="checkbox"/>	Closed Meeting

Recommendation

That Council approves travel and per diems for the mayor to attend the Friday January 31st Chief and Mayors forum in Whitehorse.

Executive Summary

The next Chief and Mayors Forum, organized by AYC, is scheduled for Jan 31st, in Whitehorse. Please see the attached Invitation from AYC outlining the general purpose and topics.

Background

The inaugural forum in 2023 was an opportunity for municipal and first nation leaders to connect and discuss areas of common interest with representatives from the Yukon Government also in attendance.

Discussion / Analysis

The forum is intended to increase dialogue amongst community leaders and develop common areas of interest.

Fiscal Impact

The travel, accommodation and per diem costs where applicable will be covered by the municipality.

Alternatives Considered

Not approving would mean not participating in the forum or participating without reimbursement of expenses.

Next Steps

If approved, the Mayor can be authorized to claim expenses and / or per diem as applicable

Approved by	Name	Position	Date
	David Henderson	CAO	1/17/2025

Association of Yukon Communities



#140-2237 2nd Avenue
Whitehorse, YT, Y1A 0K7

Phone: (867) 668-4388

Fax: (867) 668-7574

E-mail: ayced@ayc-yukon.ca

Website: www.ayc-yk.ca

President

Mayor Lauren Hanchar

1st Vice President

Councillor Doris Hansen

2nd Vice President

Councillor Dan Boyd

Director at Large

Mayor Gord Curran

Executive Director

Bonnie Dixon

Manager of Operations

Kelsey Gammel

Members of:



January 6, 2025

Mayor Stephen Johnson
Town of Dawson City

Dear Mayor Johnson,

Re: Invitation to Attend- Chief & Mayors Forum

We are delighted to extend a warm invitation for you to attend the upcoming Chief & Mayors Forum, slated to take place at the end of the month.

The Forum will serve as a platform for open dialogue, collaboration, and exchanging ideas between Yukon First Nation and Municipal Leaders. By participating in this event, we can collectively address the shared challenges that we face and explore innovative solutions that will benefit all residents of the Yukon. We believe your perspective and valuable input will greatly contribute to the discussions.

Date: Friday, January 31st

Time: 9am to 4pm (lunch will be provided)

Venue: Mount Mac Rec Centre, Grey Mountain Room

Please confirm your participation in the Chief & Mayors Forum via email by Wednesday, January 22, 2025. Should you be unable to attend the event, we invite you to send a delegate from your council.

Thank you for your consideration, we look forward to seeing you at the Forum.

Lauren Hanchar
President
Association of Yukon Communities



City of Dawson Report to Council

Agenda Item	Heritage Advisory Committee Appointment
Prepared By	Planning and Development
Meeting Date	January 21, 2025
References (Bylaws, Policy, Leg.)	Heritage Bylaw
Attachments	

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council appoint Ludovic Antoine to the Heritage Advisory Committee with terms ending September 30, 2027.

Executive Summary

There are currently four voting members on the Heritage Advisory Committee (HAC). As per S. 4.01 of the *Heritage Bylaw* "Council shall, by resolution, appoint a minimum of three and a maximum of five voting members to the Heritage Advisory Committee".

Background

Ludovic Antoine expressed interest in joining the HAC on January 9, 2025.

Discussion / Analysis

The Heritage Advisory Committee currently has four voting members:

1. Megan Gamble – appointed on September 21, 2022 with terms ending September 30, 2024
2. Mike Ellis – appointed on March 29, 2023 with terms ending September 30, 2024
3. Aaron Woroniuk – appointed February 26, 2024 with terms ending September 30, 2025
4. Sylvia Soulliere – appointed July 19, 2024 with terms ending September 30, 2026

If appointed by Council, Ludovic Antoine will be the fifth voting member of the HAC.

Self nomination letter from Ludovic Antoine:

Dear Members of the City Council,

I am writing to express my interest in joining Dawson City's Heritage Advisory Committee. Having lived in Dawson for the past 14 years, I've developed an understanding and interest for the town's diverse heritage. From the deep cultural roots of the Tr'ondek Hwech'in to the gold rush history, I've come to appreciate its unique heritage and its cultural significance within the Yukon and beyond.

As a Red Seal carpenter, I bring a practical understanding of heritage preservation through hands-on experience. I have previously worked with Parks Canada on heritage restoration projects and now serve as a Yukon Parks employee. These roles have deepened my understanding of the importance of preserving historical assets while balancing the needs of a modern, evolving community.

With a genuine interest in local history and a solid understanding of community needs, I believe I can be a valuable asset to the committee. I would be happy to serve on the Heritage Advisory Committee and help ensure that Dawson City's heritage continues to be shared for generations to come.

Thank you for considering my application.

Sincerely,

Ludovic Antoine

Fiscal Impact

Voting members of the Heritage Advisory Committee will be compensated with a monthly honorarium of \$200.

Alternatives Considered

NA

Next Steps

Staff will inform the applicant of the Council's decision.

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Jan. 17, 2025



City of Dawson Report to Council

Agenda Item	Subdivision Application #23-103 Extension
Prepared By	Planning and Development
Meeting Date	January 21, 2025
References (Bylaws, Policy, Leg.)	Subdivision Bylaw, Municipal Act, OCP, Zoning Bylaw
Attachments	None

x	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council grant a 12-month extension of the subdivision authority to consolidate Lots 7, 8, 9 & 10, Block D, Ladue Estate (Subdivision Application #23-103) 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.

Executive Summary

Subdivision application #23-103 was submitted to facilitate the development of TH Heritage Complex. Lots 7, 8, 9 & 10, Block D, Ladue Estate are located within Settlement Land Parcel C-20FS/D.



Background

Subdivision Application #23-103 was approved by Council in November 2023. Approval of subdivision applications, according to the *Municipal Act* S.319(2), are valid for 12 months and may be subject to renewal for one more period of 12 months at the discretion of the approving authority. The contracted surveyor requested an extension of approval on behalf of the applicant (TH) in November 2024.

Discussion / Analysis

Subdivision Bylaw

Subdivision Control Bylaw s.3.01 states that every subdivision of land must be made in accordance with the *Municipal Act*, the *Official Community Plan*, the *Zoning Bylaw*, and the *Subdivision Control Bylaw*. The following sections are 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 these lots exists on Front Street, Duke Street, and the laneway. The rear laneway is proposed to be realigned to avoid encroachment on to these lots. TH and City staff are collaborating to find a way forward.

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. 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

Lots 7, 8, 9 & 10 are zoned P2: Institutional. The proposed development is compliant with the Zoning Bylaw. Currently, these parcels accommodate a number of structures, including the boiler building and the Han Fishery buildings. Regarding these structures, two applications have already been approved by the City. These applications proposed to demolish the Han Fishery buildings, and to relocate the boiler to Lot 6.

Fiscal Impact

NA

Alternatives Considered

NA

Next Steps

Planning will issue a letter of extension approval or denial in accordance with the council's decision.

Approved by	Name	Position	Date
	<i>David henderson</i>	CAO	Jan. 17, 2025



THE CITY OF DAWSON

Fees and Charges 2025 Amendment Bylaw

Bylaw No. 2025-03

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

- (a) bylaw #13-05 establishes fees for certain services, and
- (b) council for the City of Dawson approved bylaw #13-05 being the *Fees and Charges Bylaw*, and
- (c) the City of Dawson is desirous of amending bylaw #13-05, now

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 *Fees and Charges 2025 Amendment Bylaw*.

2.00 Purpose

2.01 The purpose of this bylaw is to amend bylaw #13-05 being the *Fees and Charges Bylaw*.

3.00 Definitions

3.01 In this Bylaw:

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



THE CITY OF DAWSON

Fees and Charges 2025 Amendment Bylaw

Bylaw No. 2025-03

PART II – APPLICATION

4.00 Amendment

Appendix “A” of bylaw #13-05 is hereby repealed and replaced with the attached Appendix “A”.

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 Bylaw Repealed

6.01 Bylaw #2024-03 is hereby repealed.

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	December 10, 2024
SECOND	January 14, 2025
THIRD and FINAL	

Stephen Johnson, Mayor
Presiding Officer

David Henderson, CAO
Chief Administrative Officer



THE CITY OF DAWSON

Fees and Charges 2025 Amendment Bylaw

Bylaw No. 2025-03

PART IV – APPENDIX

Appendix A – Fees and Charges

FEES AND CHARGES		2022	2023	2024	2025	
Administration	Fee Description	Fee	Fee	Fee	Fee	Unit
	Certified Bylaw	25.00	25.00	30.00	31.00	per bylaw
	NSF Cheque Service Charge	40.00	40.00	50.00	51.00	each
	Stop Payment Fee	35.00	35.00	40.00	41.00	each
	Processing Fee (tax Liens, land registrations)	50.00	50.00	55.00	56.00	each
	Document Search		50.00	55.00	56.00	each
	Tax Certificate	50.00	50.00	55.00	60.00	per property
	Administration of Non-Municipal program	5.00%	5.00%	6.50%	6.65%	value of program
Animal Control	Fee Description	Fee	Fee	Fee		Unit
	License Fee, Annual - Dangerous animal	250.00	250.00	255.00	260.00	per year
	License Fee, Annual - Unspayed/Un-neutered Dog	75.00	75.00	80.00	82.00	per year
	License Fee, Lifetime - Spayed or Neutered Dog	40.00	40.00	45.00	46.00	per dog
	Feed and Care While Impounded	25.00	25.00	30.00	31.00	per animal, per day
	Impound - First Occurrence	25.00	25.00	30.00	30.00	per animal
	Impound - Second Occurrence	75.00	75.00	80.00	82.00	per animal
	Impound - Third Occurrence	125.00	125.00	130.00	133.00	per animal
	Impound - Fourth Occurrence	300.00	300.00	310.00	316.00	per animal
	Impound - Fifth and Subsequent Occurrences	500.00	500.00	515.00	525.00	per animal
	Replacement Tag	15.00	15.00	15.00	18.00	per unit
	Special Needs Dog	No Fee	No Fee	No Fee	No Fee	
Business Licen	Fee Description	Fee	Fee	Fee		Unit
	Local - Initial Business License Fee	125.00	125.00	130.00	133.00	per year
	Regional - Business License Fee	210.00	210.00	225.00	230.00	per year
	Non-Local - Business License Fee	600.00	600.00	615.00	627.00	per year
Cable System	Fee Description	Fee	Fee	Fee		Unit
	Analog Service - Residential Regular Rate	48.00	56.16	62.00	68.00	per month
	Analog Service - Residential Senior Rate	44.00	52.65	58.00	64.00	per month
	Analog Service - Single Unit Commercial Rate	48.00	56.16	62.00	68.00	per month
	Analog Service - Multi Unit Commercial / Institution:					
	Base Rate, plus	150.00	175.50	195.00	215.00	per month, plus room/site rate
	Room/Site Rate from May 1st to September 30th Inclusive	20.00	23.40	26.00	29.00	per room per month
	Room/Site Rate from October 1st to April 30th Inclusive	10.00	11.70	15.00	17.00	per room per month
	Digital Service - Residential Regular Rate	80.00	93.60	105.00	116.00	per month
	Digital Service - Residential Senior Rate	68.00	83.07	95.00	105.00	per month
	Digital Service - Programming Fee for Additional Digital Receiv	8.00	9.36	10.50	12.00	per month
	Digital Additional Programming:					
	Digital Specialty Packages #10 Educational, #5 Business & Info, #8 Variety & Special Int, #7 Lifestyle, #4 Primetime, #12 Family & Kids	6.00	7.02	8.00	9.00	per package per month
	Digital Specialty Package #6 - Premium Movies	22.00	25.74	29.00	32.00	per package per month
	Digital Specialty Package - Entertainment HD	9.00	10.53	12.00	13.00	per package per month
	Digital Sports HD	8.00	9.36	11.00	12.00	per package per month
	Digital Sportnet World HD	35.00	40.95	45.00	50.00	per package per month
	Digital Network HD	10.00	11.70	13.00	14.00	per package per month
	Digital Hollywood Suites HD	10.00	11.70	12.00	13.00	per package per month
	Commercial Sportsnet (distribution in Lounges/Bars/Restauran	75.00	87.75	97.00	107.00	Seating capacity 51-100, per month
	Commercial Sportsnet (distribution in Lounges/Bars/Restauran	85.00	99.45	110.00	121.00	Seating capacity 101-150, per month
	High Definition Additional Programming:					
	Connection for new service:					
	Administration/Connection Fee (Connection already exists)	75.00	87.75	100.00	110.00	per connection
	Connection prior to the 15th of the month	1 month Levy	1 month Levy	2 month Levy	2 month Levy	
	Connection after 15th of the month	50% of Monthly Levy	50% of Monthly Levy	50% of Monthly Levy	50% of Monthly Levy	
		Cost+15%	Cost+15%	Cost+15%	Cost+15%	
	Service Charge - New Installation					per installation
	Service Charge - Late Penalty & Disconnection	10% of outstanding balance	10% of outstanding balance	10% of outstanding balance	10% of outstanding balance	per month
	Service Charge - Re-connection for Arrears	\$100.00 + one th i	\$100.00 + one th i	\$100.00 + one th i	\$110.00 + one th i	per re-connection
	Service Charge - Transfer (Name change only, same location)	25.00	29.25	30.00	33.00	per transfer
	Fibre Optic Rental	350.00	409.50	450.00	495.00	per month per 1 pair of fibre p
	Additional Fibre Optic Rental	75.00	87.75	100.00	110.00	fibre

FEES AND CHARGES		2022	2023	2024	2025	
Camping Bylaw	Fee Description	Fee	Fee	Fee		Unit
	Fee to remove a tent	75.00	75.00	80.00	82.00	per tent
	Storage fee for tent	10.00	10.00	15.00	20.00	per tent per day
Cemetery	Fee Description	Fee	Fee	Fee		Unit
	Disinterment or Reinterment of any Cadaver	actual costs	actual costs	actual costs	actual costs	each
	Interment of a Cadaver - Normal Business Hours	625.00	625.00	650.00	663.00	each
	Interment of a Cadaver - Outside Normal Business Hours	actual costs	actual costs	actual costs	actual costs	each
	Interment of Ashes - Normal Business Hours	425.00	425.00	450.00	459.00	each
	Interment of Ashes - Outside Normal Business Hours	\$210 plus costs	\$210 plus costs	\$250 plus costs	\$255 plus costs	each
	Plot and Perpetual Care - Ashes	500.00	500.00	525.00	536.00	each
	Plot and Perpetual Care - Cadaver	750.00	750.00	800.00	816.00	each
Development & Planning	Fee Description	Fee	Fee	Fee		Unit
	General					
	Appeal to Council - non-residential related		120.00	250.00	250.00	per application
	Appeal to Council - residential related			100.00	100.00	per application
	Cash in Lieu of on-site parking	3,100.00	3,300.00			per space
	Cash in Lieu of on-site parking (C1 and P2 Zones)	3,100.00	3,300.00	4,500.00	4,500.00	
	Cash in Lieu of on-site parking (R1,R2,R3,C2,M1,P1,A1,FP zones)	3,100.00	3,300.00	3,400.00	3,400.00	
	Extension of Approval (excluding subdivision applications)	105.00	120.00	100.00	100.00	per application
	Development Permit Search			50.00	50.00	per lot
	Advertising - Required Advertising associated with any application	80.00	85.00	90.00	90.00	signage replacement fee
	Development Permits					
	New Build (single detached or duplex)	155.00	165.00	175.00	175.00	per application
	New Build (single detached or duplex + secondary/garden suite)			200.00	200.00	
	New Build (secondary/garden suite)			100.00	100.00	
	New Build (Multi-unit residential, apartment, townhouse)	260+.25 / sq ft dev	275+.3/sq ft dev	275 + \$0.1/ft ² of floor area	275 + \$0.1/ft ² of floor area	
	New Build (Commercial, institutional, industrial, lodging facility)	260+.25 / sq ft dev	275+.3/sq ft dev	275 + \$0.1/ft ² of floor area	275 + \$0.1/ft ² of floor area	
	New Build (non-dwelling accessory structure)			75.00	75.00	
	Major Alteration (addition to the building, structural or exterior change)	105.00	120.00	100.00	100.00	
	Minor Alteration (fence, solar panel/culvert/pole installation)	25.00	30.00	50.00	50.00	
	Sign Application	25.00	30.00	50.00	50.00	
	Temporary (less than 7 days)	25.00	30.00	50.00	50.00	
	Temporary (more than 7 days)	105.00	120.00	150.00	150.00	
	Amendment to Approved Development Permits			50.00	50.00	
	Change of Use (Without new zoning requirement)			50.00	50.00	
	Conditional Use			250.00	250.00	
	Amendments and Variance					
	OCP Amendment application	1,030.00	1,100.00	1,200.00	1,200.00	per application
	Zoning Amendment Application Fee	410.00	450.00	600.00	600.00	per application
	Combined OCP and Zoning Bylaw Amendment			1,500.00	1,500.00	
	Variance Application	105.00	120.00	250.00	250.00	per application
	Subdivision					
	Subdivision	105.00	120.00	125.00	125.00	per lot created- Max \$1,000
	Consolidation	105.00	120.00	125.00	125.00	per lot consolidated - Max \$1,000
	Extension of Approval (subdivision apps only)	105.00	120.00	125.00	125.00	
	Boundary Adjustment	105.00	120.00	125.00	125.00	Per lots adjusted - Max \$1,000
	Land application			450.00	450.00	
	Move and Demolition					
	Move Application			250.00	250.00	per application
	Demolition (structures on Yukon Historic Sites Inventory)	210.00	225.00	350+Redevelopment Security Dep 1/sq ft of lot)	350+Redevelopment Security Dep 1/sq ft of lot)	per application
	Demolition (structures NOT on Yukon Historic Sites Inventory)			200+Redevelopment Security Dep 1/sq ft of lot)	200+Redevelopment Security Dep 1/sq ft of lot)	per application
	Traffic Control	Fee	Fee	Fee	Fee	Unit
	Erection of Barriers for Public Utility	350.00	350.00	360.00	360.00	occasion
	Road Closure - Daily Fee	50.00	50.00	55.00	55.00	For each day over three days
	Temporary Road Closure Application Fee	75.00	75.00	85.00	85.00	occasion
	Permanent Road Closure Application	210.00	225.00	240.00	240.00	per application

FEES AND CHARGES		2022	2023	2024	2025	Unit
Fire Protection	Fee Description	Fee	Fee	Fee		
	Inspection Service: Third Party Requests for Business Premise	75.00	75.00	80.00	82.00	per hour
	Inspection Service: File Search	75.00	75.00	80.00	82.00	per hour
	Inspection Service: Request for on-site inspection	75.00	75.00	80.00	82.00	per hour
	Inspection Service: Non-routine inspection	75.00	75.00	80.00	82.00	per hour
	Burning Permit Application	-	-			per application
	False Alarm Responses:					
	1-2 responses per calendar year					
	3-5 responses per calendar year	250.00	250.00	260.00	265.00	per response
	greater than five responses per calendar year	500.00	500.00	515.00	525.00	per response
	Emergency Response					
	Base Rate, plus	500.00	500.00	520.00	530.00	per hour, per unit
	Disposable materials	Markup	Markup	Markup	Markup	
	Contracted Services	\$500 + actual costs	\$500 + actual costs	\$520 + actual costs	\$530 + actual costs	
	Confined Space Rescue Stand-by	500.00	500.00	520.00	530.00	per request
	Confined Space Rescue Response	\$500 + actual costs	\$500 + actual costs	\$520 + actual costs	\$530 + actual costs	per response
Public Works	Fee Description	Fee	Fee	Fee		
	Equipment Rental including operator:					
	Backhoe	150.00	159.75	165.00	168.00	per hour (one hour min.)
	Dump Truck	150.00	159.75	165.00	168.00	per hour (one hour min.)
	Labour:					
	Service Call / double time	150.00	159.75	165.00	168.00	per employee per hour (min 4 hrs)
	Service Call / time and half	120.00	128.00	131.00	134.00	per employee per hour (min 4 hrs)
	Service Call / normal business hours	80.00	85.00	90.00	92.00	per employee per hour (min 1 hr)
	Contracted Labour - Steamer				250.00	per hour (one hour min.)
	Contracted Labour - Vac truck				300.00	per hour (one hour min.)
	Snow Dump Permit					
	Season (Fall 2024 to Spring 2025) - Commercial				1,100.00	each
	Season (Fall 2024 to Spring 2025) - Residential				275.00	each
	One day - Non-Commercial				55.00	each
	Other:					
	External contractor and material mark-up	21.5%	21.5%	21.5%	21.5%	
	Municipal Dock Rental	105.00	112.00	115.00	117.00	per foot per season
	City HydroVac				359.00	per hour (one hour min.)
Recreation and Parks	Fee Description	Fee	Fee	Fee		
	Recreation Centre					
	Arena Ice Rental - Adult	120.00	130.00	132.50	136.00	hour
	Arena Ice Rental - Youth	60.00	65.00	67.50	70.00	hour
	Arena Ice Rental - Tournament*	1,500.00	1,600.00	1,650.00	1,683.00	per tournament
	Arena Ice Rental Tournament - Daily		700.00	725.00	739.50	daily
	Arena Ice Rental - Tournament additional hours*	50.00	55.00	57.50	58.60	hour
	Change fee	100.00	110.00	115.00	117.30	
	Locker Rental Fee	50.00	60.00	62.50	65.00	per season
	Arena Dry Floor	550.00	600.00	615.00	650.00	per day or part thereof
	Arena Dry Floor - Non-profit	400.00	450.00	460.00	475.00	per day or part thereof
	Arena Kitchen	175.00	190.00	190.00	193.80	per day or part thereof
	Arena Kitchen - Non-profit	110.00	120.00	125.00	127.50	per day or part thereof
	Arena Concession Area	45.00	50.00	52.50	53.60	per day or part thereof
	Arena - Child Day Pass (3-12 years)	4.00	4.50	4.50	5.00	day
	Arena - Child 10 Punch Pass (3-12 years)	34.00	37.50	37.50	40.00	10 times
	Arena - Child Season Pass (3-12 years)	150.00	160.00	160.00	163.20	season
	Arena - Youth/Senior Day Pass (13-18 years; 60+)	5.50	5.50	5.50	6.00	day
	Arena - Youth/Senior 10 Punch Pass (13-18 years; 60+)	42.00	45.00	45.00	48.00	10 times
	Arena - Youth/Senior Season Pass (13-18 years; 60+)	185.00	200.00	200.00	204.00	season
	Arena - Adult Day Pass (19-59 years)	6.00	6.50	6.50	7.00	day
	Arena - Adult 10 Punch Pass (19-59 years)	48.00	52.50	52.50	56.00	10 times
	Arena - Adult Season Pass (19-59 years)	210.00	225.00	225.00	229.50	season
	Arena - Family Day Pass (related & living in one household)	13.00	14.00	14.00	15.00	day
	Arena - Family 10 Punch Pass (related & living in one house)	108.00	115.00	115.00	120.00	10 times
	Arena - Family Season Pass (related & living in one house)	470.00	500.00	510.00	520.20	season
	Skate Sharpening		5.00	6.00	6.00	
	Skate Sharpening - 10 Punch Pass		40.00	45.00	50.00	
	Parks & Greenspace					
	Minto or Crocus - Ball Diamond	120.00	130.00	132.50	135.00	per day or part thereof
	Minto or Crocus - Ball Diamond*	850.00	910.00	925.00	943.50	season
	Crocus - Day Camp	1,200.00	1,300.00	1,325.00	1,351.50	season
	Crocus - Concession	110.00	120.00	122.50	125.00	per day or part thereof
	Minto - Concession - Entire Building	150.00	160.00	165.00	168.30	per day or part thereof
	Minto - Kitchen or Program Room	75.00	80.00	82.00	83.60	per day or part thereof
	Minto - Program Room - program	15.00	16.00	16.50	17.00	hour
	Minto - Program Room - private event	40.00	45.00	46.00	47.00	first hour
	Minto - Program Room - private event	15.00	16.00	16.50	17.00	each additional hour
	Parks or Greenspace*	52.00	56.00	57.00	60.00	per day or part thereof
	Gazebo*	52.00	56.00	57.00	60.00	per day or part thereof
	Picnic Shelter*	52.00	56.00	57.00	60.00	per day or part thereof
	Community Garden Plot	30.00	40.00	42.50	50.00	season

FEES AND CHARGES		2022	2023	2024	2025	
Dawson City Swimming Pool						
Swimming Pool Rental* - under 25 swimmers		120.00	130.00	135.00	137.70	hour
Swimming Pool Rental* - additional fee for 25+ swimmers		32.00	35.00	40.00	40.80	hour
Swimming Pool - Child Day Pass (3-12 years)		4.50	4.50	4.50	5.00	day
Swimming Pool - Child 10 Punch Pass (3-12 years)		34.00	37.50	37.50	40.00	10 times
Swimming Pool - Child Season Pass (3-12 years)		140.00	160.00	160.00	163.20	season
Swimming Pool - Youth/Senior Day Pass (13-18 years; 60+)		5.00	5.50	5.50	6.00	day
Swimming Pool - Youth/Senior 10 Punch Pass (13-18 years)		40.00	45.00	45.00	48.00	10 times
Swimming Pool - Youth/Senior Season Pass (13-18 years; 60+)		180.00	200.00	200.00	204.00	season
Swimming Pool - Adult Day Pass (19-59 years)		6.00	6.50	6.50	7.00	day
Swimming Pool - Adult 10 Punch Pass (19-59 years)		48.00	52.50	52.50	56.00	10 times
Swimming Pool - Adult Season Pass (19-59 years)		210.00	225.00	225.00	229.50	season
Swimming Pool - Family Day Pass (related & living in one household)		13.00	14.00	14.00	15.00	day
Swimming Pool - Family 10 Punch Pass (related & living in one household)		108.00	115.00	115.00	120.00	10 times
Swimming Pool - Family Season Pass (related & living in one household)		470.00	500.00	510.00	520.20	season
Equipment Rental						
	Fee	Fee	Fee	Fee		
Cross Country Ski , Snowshoe, or Kicksled Package*		10.00	10.00	10.00	10.00	per day
Cross Country Ski , Snowshoe, or Kicksled Package*			20.00	20.00	20.00	3 days
Cross Country Ski , Snowshoe, or Kicksled Package*			40.00	42.00	45.00	7 days
Cross Country Ski , Snowshoe, or Kicksled Package - Child (3-12)			5.00	5.00	5.00	per day
Cross Country Ski , Snowshoe, or Kicksled Package - Child (3-12)			10.00	10.00	10.00	3 days
Cross Country Ski , Snowshoe, or Kicksled Package - Child (3-12)			20.00	22.00	25.00	7 days
Coffee Urns	10.50	11.00	11.25	12.00	12.00	per day or part thereof
Picnic Table	12.00	13.00	13.25	14.00	14.00	per day or part thereof
Fitness Centre						
Fitness Centre	7.00	8.00	8.00	9.00	9.00	day
Fitness Centre	35.00	37.50	38.25	40.00	40.00	month
Fitness Centre	88.00	95.00	97.00	100.00	100.00	3 months
Fitness Centre	165.00	175.00	178.50	182.50	182.50	6 months
Fitness Centre	319.00	340.00	347.00	350.00	350.00	year
Deposits						
Damage Deposit - Facility	350.00	350.00	350.00	350.00	350.00	fully refundable if conditions met
Damage Deposit - Parks or Greenspace	100.00	100.00	100.00	100.00	100.00	fully refundable if conditions met
Deposit - Key	40.00	40.00	40.00	40.00	40.00	fully refundable if conditions met
Program Cancellation	10.00	10.00	10.25	10.00	10.00	
Vehicle for Hire						
	Fee Description	Fee	Fee	Fee		Unit
Vehicle for Hire License or Renewal		100.00	100.00	105.00	107.00	per application
Vehicle for Hire Operator's permit		30.00	30.00	35.00	36.00	per application
Waste Management						
	Fee Description	Fee	Fee	Fee		Unit
Waste Management Fee - Commerical Space		300.00	319.50	330.00	337.00	year
Waste Management Fee - Institutional Residential		300.00	319.50	327.00	334.00	year
Waste Management Fee - Non-vacant Institutional Space		300.00	319.50	327.00	334.00	year
Waste Management Fee - Residential Unit (including B&B)		195.00	208.00	213.00	217.00	year
Waste Management Fee - Mobile Refreshment Stands		20.80	22.00	23.00	23.00	week or portion thereof
Waste Management Fee - Mobile Refreshment Stands		50.70	54.00	55.00	56.00	month
Waste Management Fee - Mobile Refreshment Stands		152.10	162.00	166.00	169.00	season
Waste Management Fee - Vacant Institutional Commercial Lot		150.00	319.50	327.00	334.00	year
Waste Management Fee - Vacant Institutional Residential Lot		150.00	319.50	327.00	334.00	year
Waste Management Fee - Vacant Non-Institutional Commercial Lot		120.00	319.50	327.00	334.00	year
Waste Management Fee - Vacant Non-Institutional Residential Lot		120.00	208.00	213.00	217.00	year
Water Delivery						
	Fee Description	Fee	Fee	Fee	Fee	Unit
One delivery every two weeks		1,166.88	1,248.00	1,279.00	1,343.00	per year
One delivery every two weeks - senior		700.13	892.80	1,085.00	1,139.00	per year - paid monthly
One delivery per week		2,333.76	2,496.00	2,558.00	2,686.00	per year
One delivery per week - senior		1,400.26	1,785.60	2,170.00	2,279.00	per year - paid monthly

FEES AND CHARGES		2022	2023	2024	2025	Unit
Water Services	Fee Description	Fee	Fee	Fee		
	Private owned/occupied Residential/ Trondek Hwechin resident	635.59	677.00	694.00	708.00	per year - paid quarterly
	Privately owned/rental Residential - Senior Discounted	370.03	394.00	404.00	412.00	per year - paid quarterly
	Commercial Residential	974.40	1,038.00	1,065.00	1,086.00	per year
	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast	103.66	130.00	135.00	138.00	per rentable room per year
	Non-Residential Cooking Facility - Commercial/Institutional Kitchens	512.58	546.00	560.00	571.00	per kitchen per year
	Non-Residential Cooking Facility - Community Halls	309.58	330.00	340.00	347.00	per kitchen per year
	Non-Residential Cooking Facility - Staff Kitchens	157.33	168.00	175.00	179.00	per kitchen per year
	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino		-	-		
	First (2) Units (Refer to Table "A" for unit calculation)	426.30	454.00	475.00	485.00	per unit per year
	Additional per unit rate for over (2) units (Refer to Table "A" for unit calculation)	137.03	146.00	150.00	153.00	per unit per year
	Non-Residential Washroom - Institutional	1,141.88	1,216.00	1,250.00	1,275.00	per washroom per year
	Non-Residential Washroom - Commercial and all other Non-Residential	182.70	195.00	200.00	204.00	per toilet / urinal per year
	Non-Residential Laundry Washing Machine - Institutional Wash	1,141.88	1,216.00	1,250.00	1,275.00	per machine per year
	Non-Residential Laundry Washing Machine - Hotel/Motel Wash	938.88	1,000.00	1,025.00	1,046.00	per machine per year
	Non-Residential Laundry Washing Machine - Hotel/Motel Guest	466.90	497.00	510.00	520.00	per machine per year
	Non-Residential Laundry Washing Machine - other Non-Residential	466.90	497.00	510.00	520.00	per machine per year
	Janitor Room - equipped with water outlet - Institutional	1,141.88	1,216.00	1,250.00	1,275.00	per janitorial room per year
	Janitor Room - equipped with water outlet - Commercial and all other	182.70	195.00	200.00	204.00	per janitorial room per year
	R.V. Park/Campground	86.28	92.00	95.00	97.00	per serviced space per year
	School	1,020.20	1,087.00	1,115.00	1,137.00	per classroom per year
	Car Wash	938.88	1,000.00	1,025.00	1,046.00	per year
	Sewage Disposal Facility	340.03	362.00	375.00	383.00	per year
	Public Shower & Staff Shower	294.35	313.00	320.00	326.00	per shower per year
	Stand Alone Sink	157.33	168.00	175.00	179.00	per sink per year
	Water-Cooled Air Condition, refrigeration or freezer unit and ice	106.58	114.00	120.00	122.00	per horsepower, per year
	Bulk water pick up at pumphouse	4.00	4.25	4.50	5.00	per cubic metre
	Disconnection or reconnection of private water service	1 hr labour + 1 hrs equip. rental including operator + materials OR actual costs, whichever is greater	1 hr labour + 1 hrs equip. rental including operator + materials OR actual costs, whichever is greater	2 hr labour + 1 hrs equip. rental including operator + materials OR actual costs, whichever is greater	2 hr labour + 1 hrs equip. rental including operator + materials OR actual costs, whichever is greater	
Sewer Services	Fee Description	Fee	Fee	Fee		Unit
	Private owned/occupied Residential /Trondek Hwechin resident	481.82	513.00	530.00	541.00	per year - paid quarterly
	Private owned/occupied Residential - Senior Discounted	280.51	299.00	310.00	316.00	per year - paid quarterly
	Privately owned/rental Residential /Trondek Hwechin resident	481.82	513.00	530.00	541.00	per year - paid quarterly
	Commercial Residential	741.76	790.00	810.00	826.00	per year
	Hotel, motel, Inn, Hostel, Boarding Houses, Bed and Breakfast	77.52	96.90	100.00	102.00	per rentable room per year
	Non-Residential Cooking Facility - Commercial/Institutional Kitchens	391.49	417.00	430.00	439.00	per kitchen per year
	Non-Residential Cooking Facility - Community Halls	236.95	252.00	260.00	265.00	per kitchen per year
	Non-Residential Cooking Facility - Staff Kitchens	118.48	126.00	130.00	133.00	per kitchen per year
	Non-Residential Washroom - Restaurant, Lounge, Bar, Tavern, Casino		-	-		
	First (2) Units (Refer to Table "A" for unit calculation)	324.52	345.00	355.00	362.00	per unit per year
	Additional per unit rate for over (2) units (Refer to Table "A" for unit calculation)	103.02	110.00	115.00	117.00	per unit per year
	Non-Residential Washroom - Institutional	870.54	927.00	950.00	969.00	per washroom per year
	Non-Residential Washroom - Commercial and all other Non-Residential	130.08	140.00	145.00	148.00	per toilet / urinal per year
	Non-Residential Laundry Washing Machine - Institutional Wash	870.54	927.00	950.00	969.00	per machine per year
	Non-Residential Laundry Washing Machine - Hotel/Motel Wash	716.01	763.00	785.00	801.00	per machine per year
	Non-Residential Laundry Washing Machine - Hotel/Motel Guest	355.43	379.00	390.00	398.00	per machine per year
	Non-Residential Laundry Washing Machine - other Non-Residential	355.43	379.00	390.00	398.00	per machine per year
	Janitor Room - equipped with water outlet - Institutional	870.54	927.00	950.00	969.00	per janitorial room per year
	Janitor Room - equipped with water outlet - Commercial and all other	139.08	148.00	155.00	158.00	per janitorial room per year
	R.V. Park/Campground	48.94	52.00	55.00	56.00	per serviced space per year
	School	775.24	826.00	850.00	867.00	per classroom per year
	Car Wash	716.01	763.00	785.00	801.00	per year
	Sewage Disposal Facility	257.56	274.00	280.00	286.00	per year
	Public Shower & Staff Shower	226.65	241.00	250.00	255.00	per shower per year
	Stand Alone Sink	118.48	126.00	130.00	133.00	per sink per year
	Disconnection or reconnection of private sewer service	2 hrs labour+2 hrs equip. rental including operator +material costs OR actual costs, whichever is greater	2 hrs labour+2 hrs equip. rental including operator +material costs OR actual costs, whichever is greater	3 hrs labour+2 hrs equip. rental including operator +material costs OR actual costs, whichever is greater	actual costs	
W&S - Load Capacity	Load Capacity Charge-single family residential					
	Single family residential	1,550.00	1,650.75	1,700.00	1,734.00	per unit (includes 2 bathrooms)
	Single family residential	415.00	442.00	455.00	464.00	per additional bathroom
	Multi-family or commercial property	415.00	442.00	455.00	464.00	per water outlet
TABLE A:						
	151 - 200 = 8 units					
	201 - 250 = 10 units					
	251 - 300 = 12 units					
	301 - 350 = 14 units					
	351 - max = 16 units					
	Plus 2 units for each additional 50 seating capacity					



City of Dawson Report to Council

Agenda Item	Road Closure Policy (#2025-02)
Prepared By	Planning and Development
Meeting Date	January 21, 2025
References (Bylaws, Policy, Leg.)	
Attachments	Draft Road Closure Policy

X	Council Decision
	Council Direction
	Council Information
	Closed Meeting

Recommendation

That Council adopt the Road Closure Policy (#2025-02).

Executive Summary

The City currently has no regulations regarding temporary or permanent road closures. The attached Road Closure Policy has been drafted to ensure a transparent and fair process for dealing with road closure applications.

Background

Resolution #: CW25-01-09 - Moved By: Darwyn Lynn; Seconded By: Cud Eastbound

That Committee of the Whole review the draft Road Closure Policy (#2025-02) and forward to Council for adoption.

Carried

Discussion / Analysis

The attached draft Road Closure Policy highlights sections that have been updated based on Council feedback.

Fiscal Impact

NA

Alternatives Considered

That Council direct administration to change the Road Closure Policy to a bylaw.

- This was not recommended by staff as utilization of a policy provides more flexibility in responding to the community's needs. Usage of policies is also generally effective in outlining process for council / staff / community while bylaws are effective for consummating substantive decisions and enforcement.

Next Steps

NA

Approved by	Name	Position	Date
	<i>David Henderson</i>	CAO	Jan. 17, 2025



City of Dawson

Road Closure Policy

2025-02

POLICY STATEMENT

This policy will establish a procedure for the approval of requests to temporarily or permanently close a public road.

PURPOSE

The purpose of this Policy is to provide for a procedure to examine requests to temporarily or permanently close a public road under the direction, control and management of the City of Dawson and to provide approval if warranted.

1.00 DEFINITIONS

1.1. In this Policy:

- a. “administration” means an employee of the City of Dawson as directed by the Chief Administrative Officer;
- b. “applicant” means the individual(s) or organization who applies for a temporary or permanent road closure;
- c. “city” means the City of Dawson;
- d. “council” means the Council of the City of Dawson;
- e. “high-traffic area” is defined as that area to the north of York Street and to the east of Fifth Avenue as shown in Appendix 1;
- f. “road” includes, subject to the *Highways Act*, any thoroughfare, street, road, trail, lane, alley, square, avenue, parkway, driveway, bridge, viaduct, causeway, and any other place which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles and that is in the boundaries of a municipality;
- g. “road closure” means the stoppage of all or some lanes of a right-of-way to vehicular movement;
- h. “surplus” means an existing public road that is deemed as excess to the municipality’s needs and is not earmarked or under consideration by any department for any future City of Dawson project or facility.

2.00 AUTHORITY OF APPROVALS

- a. The authority for approving requests to temporarily close all or part of a public road is administration.
- b. The authority for approving requests to permanently close a public road is Council.

3.00 TEMPORARY ROAD CLOSURE PROCESS

3.1. Application Requirements

A completed Temporary Road Closure Application, along with any associated fees as per the *Fees and Charges Bylaw*, shall be submitted to the City as follows:

- a. A minimum of fourteen (14) days prior to the closure of a public road in the high-traffic area (as defined and shown in Appendix 1) or a minimum of seven (7) days prior to the closure of the public road outside the high-traffic area.

-
- b. Any application received less than the specified days in 3.1(a) above, will be assessed on a case-by-case basis, with no guarantee of a decision being arrived at in time for the requested closure.
 - c. The application submitted must include a traffic control plan of the proposed road closure detailing location of closure, proposed emergency access, and location of any barricades requested to the satisfaction of administration.
 - d. The applicants must provide a detour plan for road closures lasting more than three days or in the high-traffic area.

3.2. Responsibilities

If a temporary road closure application is approved, the applicant requesting the temporary road closure shall:

- a. Formally notify all businesses, organizations and individual residents in the affected areas of the planned road closure at least three (3) days in advance. Notifications must be given in person or in writing.
- b. Advertise appropriately, placing notices in the local newspapers and rolling advertisements for road closures lasting more than seven (7) days.
- c. Provide a Certificate of Liability Insurance for a minimum amount of two million (\$2,000,000) dollars, naming the City of Dawson as an additional insured. The Certificate of Insurance must be submitted to the city, in a form acceptable to the city, a minimum of three (3) days prior to the road closure.
- d. Indemnify and save harmless the City of Dawson from and against any and all claims, including without limiting the foregoing all claims for bodily injury or property damage caused by, arising from or connected with any act or omission of the applicant or any agent, employee, customer, licensee or invitee of the application, and against and from all liabilities, expense costs and legal or other fees incurred in respect of any such claims or actions or proceedings brought thereon arising directly or indirectly from or in connection with the property, facilities or services of the city.
- e. Ensure that access for emergency vehicles is available at all times and access to fire hydrants, driveways or emergency access to buildings must not be blocked.
- f. Follow all requirements of the *Occupation Health and Safety Regulations* and observe all statutory authority.
- g. Abide by all permit conditions as identified in the approval letter.
- h. Clean up all debris and waste after the activity is over.
- i. Restore any disturbed or damaged surface works to city standards.
- j. Be responsible for obtaining all traffic control equipment (e.g. signage, barricades, and cones)

necessary for the road closure.

- k. Employ flag people where traffic flow is reduced to one lane (3 meters wide).

4.00 PERMANENT ROAD CLOSURE PROCESS

4.1. Application Requirements

In order for Council to review a request for permanent road closure, the following must be submitted to the city:

- a. A formal letter signed by all property owners adjacent to the public road indicating they wish to have that road closed. The letter shall include the following information:
 - 4.1.a.1. an accurate description of the section of the public road requesting to be closed;
 - 4.1.a.2. a legal description of the applicants' lands;
 - 4.1.a.3. the reasons for the request;
 - 4.1.a.4. a map of proposed permanent road closure, including the identification of adjacent lands, the portion to be purchased by each adjacent property owner, and the location of all existing structures.
- b. Fees as per the *Fees and Charges Bylaw*.

4.2. Approval

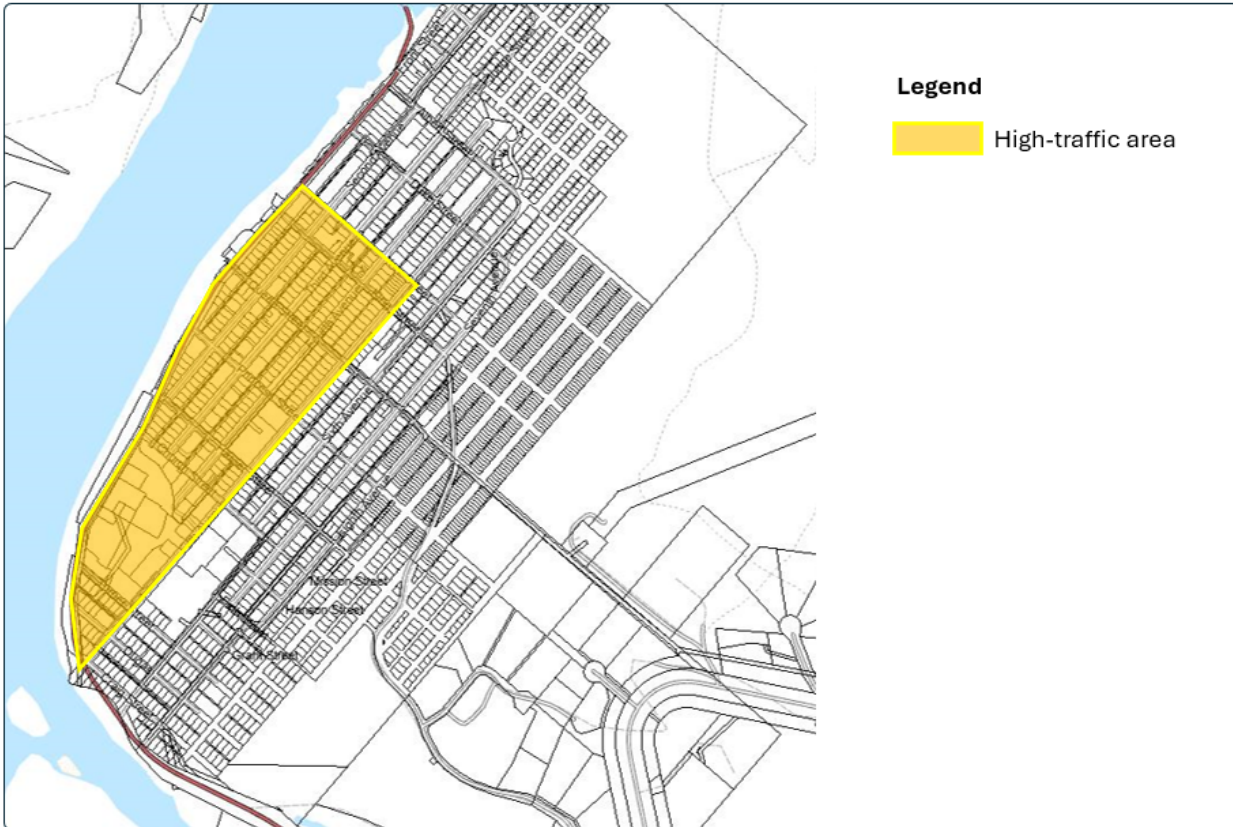
- a. Upon receipt of a complete permanent road closure request, the application shall be circulated to all department heads for comments. Comments, without limitation, shall include:
 - 4.2.a.1. an indication of whether or not the land is earmarked or under consideration for future use by that department;
 - 4.2.a.2. confirmation of whether or not the department would support the land being deemed surplus.
- b. Upon receiving the comments outlined above, administration shall provide a report to Council for consideration.
- c. Council shall only consider a request to permanently close a public road provided:
 - 4.2.c.1. The request was made by all property owners adjacent to the section of public road requested to be closed;
 - 4.2.c.2. The public road is deemed to be not required for current or future municipal use;
 - 4.2.c.3. The closure does not remove or restrict access to any other surveyed parcel.
- d. The public road will be closed by bylaw if Council approves the request.

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- e. Prior to the second reading of the road closure bylaw, a public hearing must be held in accordance with the City of Dawson *Zoning Bylaw*.
 - f. Each property owner in 4.1(a) above must sign a binding agreement prior to the third and final reading of the bylaw which will, among other things, specify that:
 - 4.2.f.1. The property owner will acquire and pay for their portion of the closed road upon the registration of the legal survey, and
 - 4.2.f.2. The property owner will consolidate their purchased portion with their existing lot(s).

4.3. Responsibilities

- a. Following the permanent closure of a public road, the City will conduct a legal survey of the area by a registered Land Surveyor in accordance with the plan submitted in 4.1.a.4 above.
- b. Permanently closed roads shall be sold in accordance with the *Sale of Municipal Lands Policy* in effect at the time of disposition.
- c. Any outstanding payment will be added to the property owner's tax roll.
- d. Administration will notify the Government of Yukon Property Assessment & Taxation of the disposition of the permanently closed public road.

5.00 APPENDIX 1: HIGH-TRAFFIC AREA



The “High-Traffic Area” is defined as that area to the north of York Street and to the east of Fifth Avenue.

POLICY TITLE	Road Closure Policy
POLICY NO.	2025-02
EFFECTIVE DATE	January XX, 2025
ADOPTED BY COUNCIL ON	January XX, 2025
RESOLUTION NO.	C-XX

Stephen Johnson, Mayor

David Henderson, CAO