



# THE CITY OF DAWSON

## COUNCIL MEETING #C18-02

MONDAY, JANUARY 15, 2018

7:00 p.m.

Council Chambers, City of Dawson Office  
AGENDA

1. **CALL TO ORDER**
2. **ACCEPTANCE OF ADDENDUM AND ADOPTION OF THE AGENDA**
  - a) Council Meeting Agenda #C18-02
3. **PUBLIC HEARING**
  - a) Subdivision Application #17-124 RE: Lot 11, Dredge Pond Subdivision
4. **DELEGATIONS AND GUESTS**
5. **BUSINESS ARISING FROM DELEGATIONS**
6. **ADOPTION OF THE MINUTES**
  - a) Special Council Meeting Minutes #C17-30 of December 15, 2017
  - b) Council Meeting Minutes #C17-31 of December 18, 2017
7. **BUSINESS ARISING FROM MINUTES**
  - a) Special Council Meeting Minutes #C17-30 of December 15, 2017
  - b) Council Meeting Minutes #C17-31 of December 18, 2017
8. **FINANCIAL AND BUDGET REPORTS**
9. **SPECIAL MEETING, COMMITTEE, AND DEPARTMENTAL REPORTS**
  - a) Request for Decision RE: Tax Lien TL1
  - b) Request for Decision RE: 2018 Council and Committee of Whole Meeting Dates
  - c) Request for Decision RE: Recreation Grants
  - d) Request for Decision RE: Lot 44 Dome Request for Extension
  - e) Request for Decision RE: Lot 42 Dome Request for Extension
10. **BYLAWS AND POLICIES**
  - a) Bylaw #2017- being the Zoning Amendment No. 17 Bylaw – Third and Final Reading
11. **CORRESPONDENCE**
  - a) Michael MacLean, Youth Support Worker Tr'ondëk Hwëch'in Government  
RE: Request for Letter of Support
  - b) Recreation Board Meeting Minutes #R17-05
  - c) Committee of Whole Meeting Minutes #CW17-24 & #CW17-25
  - d) Dawson City Television Cooperative Association RE: Request for Letter of Support
12. **PUBLIC QUESTIONS**
13. **IN CAMERA SESSION**
14. **ADJOURNMENT**



# THE CITY OF DAWSON

P.O BOX 308, DAWSON CITY, YUKON Y0B 1G0  
PH: (867) 993-7400, FAX: (867) 993-7434

## NOTICE OF PUBLIC HEARING: SUBDIVISION APPLICATION

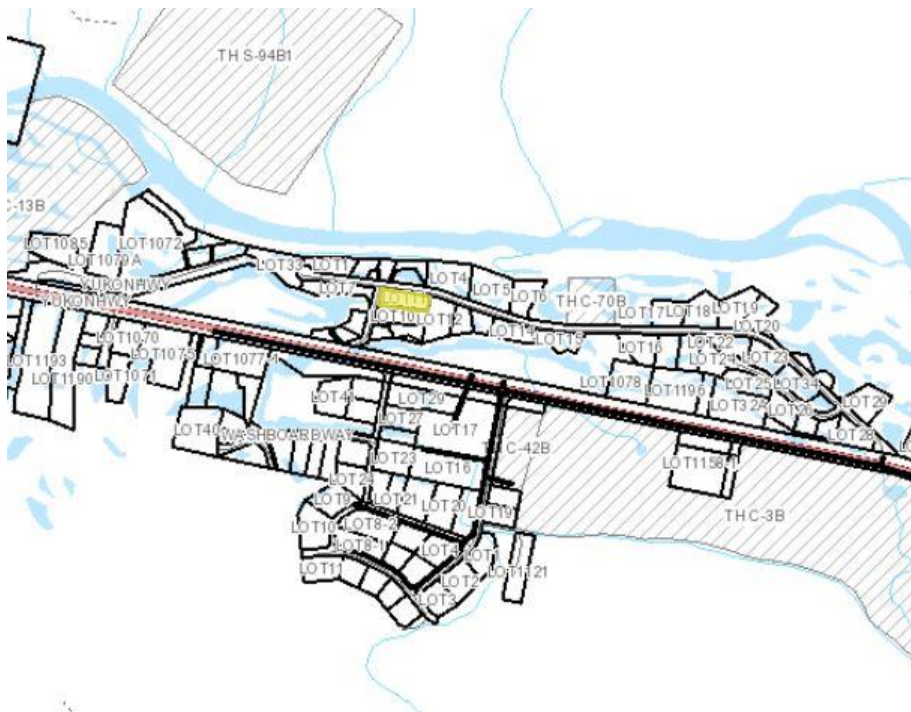
*Subdivision Application: #17-124*

**Subject Property: Lot 11 Dredge Pond Subdivision**

**Date: January 15, 2018**

**Time: 7:00pm**

**Location: Council Chambers, Town Hall**



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 dividing Lot 11, Dredge Pond Subdivision into two lots.

**For more information, to view the application details, or to provide your input confidentially prior to the public meeting, please contact the Community Development Officer using the following contact information:**

**Clarissa Huffman**  
Community Development Officer  
Box 308, Dawson City YT Y0B1G0  
[cdo@cityofdawson.ca](mailto:cdo@cityofdawson.ca)  
867-993-7400 ext. 414

**MINUTES OF SPECIAL COUNCIL MEETING #C17-30** of the Council of the City of Dawson held on Friday, December 15, 2017 at 12:00 PM in the City of Dawson Council Chambers.

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**PRESENT:** Mayor Wayne Potoroka  
Councillor Jay Farr  
Councillor Stephen Johnson  
Councillor Kyla MacArthur  
Councillor Bill Kendrick

**ALSO PRESENT:** Interim CAO Christine Smith  
EA Heather Favron

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**Agenda Item:** Call to Order

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Mayor Potoroka called Council Meeting #C17-30 to order at 12:00 PM.

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**Agenda Item:** Agenda

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**C17-30-01** Moved by Councillor Kendrick, seconded by Councillor Johnson that the agenda for Special Council Meeting # C17-30 of December 15, 2017 be adopted as presented.  
Motion Carried 5-0

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**Agenda Item:** Request for Decision RE: Development Permit #17-119, East Bench Class 1

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**C17-30-02** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council decline to issue Development Permit #17-119, on the basis that even if Council assumes, but without deciding the issue, that the Class 1 Notification Claims have the benefit of a legal non-conforming use, the Development Permit could not be issued because the proposed development is to take place during the winter months and that such activity would create significant adverse effects on public health and safety and community trails in the development area.  
Motion Carried 5-0

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**Agenda Item:** Adjournment

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**C17-30-03** Moved by Councillor Johnson, seconded by Councillor Kendrick that Special Council Meeting C17-30 be adjourned at 12:08 PM with the next regular Council meeting being December 18, 2017.  
Motion Carried 5-0

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**THE MINUTES OF SPECIAL COUNCIL MEETING C17-30 WERE APPROVED BY COUNCIL RESOLUTION #C18-02-\_\_ AT COUNCIL MEETING #C18-02 OF JANUARY 15, 2018.**

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Wayne Potoroka, Mayor

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Christine Smith, A/CAO

**MINUTES OF COUNCIL MEETING #C17-31** of the council of the City of Dawson held on Monday, December 18, 2017 at 7:00 PM in the City of Dawson Council Chambers.

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**PRESENT:** Mayor Wayne Potoroka  
Councillor Jay Farr  
Councillor Stephen Johnson  
Councillor Bill Kendrick  
Councillor Kyla MacArthur

**ALSO PRESENT:** A/CAO Marta Selassie  
EA Heather Favron  
CDO Clarissa Huffman

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**Agenda Item:** Call to Order

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Mayor Potoroka called council meeting #C17-31 to order at 7:00 PM.

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**Agenda Item:** Agenda

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**C17-31-01** Moved by Councillor Johnson, seconded by Councillor Kendrick that the agenda for council meeting # C17-31 of December 18, 2017 be adopted as presented.  
Motion Carried 5-0

*Councillor MacArthur declared a conflict in regards to agenda item 9(f).*

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**Agenda Item:** Public Hearing

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a) Bylaw #2017-14 being the Zoning Amendment No. 17 Bylaw

**C17-31-02** Moved by Councillor Kendrick, seconded by Councillor MacArthur that council move into the committee of the whole for the purposes of holding a public hearing.  
Motion Carried 5-0

Mayor Potoroka called for submissions.

Peter Marangu, Director of Housing & Infrastructure was in attendance to provide clarification to council regarding Tr'ondëk Hwëch'in's request for a zoning amendment.

Mayor Potoroka called for submissions a second time.

Mayor Potoroka called for submissions a final time. Public Hearing declared closed at 7:11 PM.

**C17-31-03** Moved by Mayor Potoroka, seconded by Councillor MacArthur that committee of the whole revert to council to proceed with the agenda.  
Motion Carried 5-0

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**Agenda Item:** Adoption of the Minutes

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a) Council Meeting Minutes #C17-29 of November 27, 2017

**C17-31-04** Moved by Councillor Kendrick, seconded by Councillor MacArthur that the minutes of council meeting #C17-29 of November 27, 2017 are approved as presented.  
Motion Carried 5-0

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**Agenda Item: Financial and Budget Reports**

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a) Variance Report for the Period ending December 31, 2017

**C17-31-05** Moved by Councillor Johnson, seconded by Councillor Kendrick that council acknowledge receipt of the variance report for the period ending December 31, 2017; provided for informational purposes.  
Motion Carried 5-0

b) 2017 Cheque Run #17-21, #17-22, and #17-23 Accounts Payable Reports

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Cheque #	Vendor Name	Further information
51680	Dimensions Tech Services	The A/CAO will report back to council with further details.

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**C17-31-06** Moved by Councillor Johnson, seconded by Councillor MacArthur that council acknowledge receipt of the 2017 cheque run account payable reports #17-21, #17-22, and #17-23; provided for informational purposes.  
Motion Carried 5-0

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**Agenda Item: Special Meeting, Committee, and Departmental Reports**

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a) Establish Date for First Regular Meeting of 2018 RE: Council and Committee of Whole

**C17-31-07** Moved by Councillor MacArthur, seconded by Councillor Kendrick that Council establishes January 8, 2017 as the date for the first regular meeting of the Committee of Whole in 2017; and establishes January 15, 2017 as the first regular meeting of Council.  
Main Motion Carried 5-0

b) 2018 Deputy Mayor Appointments

**C17-31-09** Moved by Councillor Johnson, seconded by Councillor Kendrick that Council hereby makes the following appointments for the 2017 calendar year with respect to the position of Deputy Mayor:

- Councillor Farr for the period of January 01 to March 15, 2018;
- Councillor Johnson for the period of March 16 to May 30, 2018; Councillor MacArthur for the period of June 01 to August 15, 2018; and
- Councillor Kendrick for the period of August 16 to October 29, 2018.

Motion Carried 5-0

c) 2018 Provisional Budget

**C17-31-09** Moved by Councillor MacArthur, seconded by Councillor Johnson that Council adopts the 2018 Provisional Operating Budget as presented.  
Motion Carried 5-0

d) Request for Decision RE: Fire Chief Vehicle Replacement and Disposal

Council noted a desire to see the final accounting for Fire Chief vehicle replacement and disposal.

**C17-31-10** Moved by Councillor Kendrick, seconded by Councillor MacArthur that Council award the purchase of a 2018 Toyota Tacoma 4WD to Mic Mac Toyota for \$47,392.84 plus GST to replace the '2007 Toyota Tacoma Crew Cab Pickup (Fire Command Vehicle)' as per the Protective Services 2017 Equipment Replacement Plan; and that Council amend the 2017 Protective Services Capital Budget line item for the 2007 Command Vehicle replacement from 2017 to 2018.  
Motion Carried 5-0

e) Request for Decision RE: Solid Waste Management Recycling Program Design

Council noted a desire to review the request for proposal prior to its release.

**C17-31-11** Moved by Councillor MacArthur, seconded by Councillor Kendrick that Council approve a 2018 capital budget amendment of \$40,000 to allow administration to hire a consultant to aid in the preparation of a Solid Waste Management Recycling Program Design.  
Motion Carried 5-0

f) Request for Decision RE: Contract Award for Official Community Plan / Zoning Bylaw Review

*Councillor MacArthur stepped down from council at 7:35 PM*

**C17-31-12** Moved by Councillor Johnson, seconded by Councillor Kendrick that Council award the contract for the Official Community Plan and Zoning Bylaw Review to Stantec for \$51,960.00.

**C17-31-13** Moved by Mayor Potoroka, seconded by Councillor Johnson that council move to committee of the whole for the purposes of discussing matter with Clarissa. Carried 4-0

**C17-31-14** Moved by Councillor Kendrick, seconded by Councillor that committee of the whole revert to council to proceed with the agenda. Carried 4-0  
Main Motion 4-0

*Councillor MacArthur rejoined council at 7:39 PM*

g) Request for Decision RE: Request for Proposal for North End Planning

**C17-31-15** Moved by Mayor Potoroka, seconded by Councillor Johnson that council directs the CDO to proceed with the development of a funding agreement with YG, and directs the CDO to release the attached RFP regarding north end planning once the funding agreement is signed with YG.  
Motion Carried 5-0

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**Agenda Item: Bylaws and Policies**

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a) Bylaw #2017- being the Zoning Amendment No. 17 Bylaw – Second Reading

**C17-31-16** Moved by Mayor Potoroka, seconded by Councillor MacArthur that bylaw #2017-14 being the Zoning Bylaw Amendment No. 17 Bylaw be given second reading.  
Motion Carried 5-0

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**Agenda Item: Correspondence**

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Council requested administration follow up on the letter received from Minister Tracy-Anne McPhee and Minister Pauline Frost regarding Yukon's Proposed Framework for Legalized Cannabis.

- C17-31-17** Moved by Councillor Kendrick, seconded by Councillor MacArthur that council acknowledge receipt of the following correspondence:
- RCMP, Dawson Detachment, "M" Division – October 2017 Policing Report
  - Yukon Quest RE: Yukon Quest International Sled Dog Race, Travel Through Dawson City in February 2018
  - Minister Tracy-Anne McPhee and Minister Pauline Frost RE: Yukon's Proposed Framework for Legalized Cannabis
  - Minister John Streicker RE: Household Hazardous Waste
  - Deputy Minister Justin Ferbey RE: North Yukon READI Pilot Project
  - Committee of Whole Meeting Minutes #CW17-22
- For informational purposes.  
Motion Carried 5-0
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**Agenda Item: Public Questions**

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- C17-31-18** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council move into committee of the whole for the purposes of question period.  
Motion Carried 5-0
- C17-31-19** Moved by Mayor Potoroka, seconded by Councillor Johnson that committee of the whole revert to council to proceed with the agenda.  
Motion Carried 5-0
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**Agenda Item: Adjournment**

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- C17-31-20** Moved by Mayor Potoroka, seconded by Councillor Kendrick that council meeting #C17-31 be adjourned at 7:51 p.m. with the next regular council meeting being January 15, 2018.  
Motion Carried 5-0

**THE MINUTES OF COUNCIL MEETING C17-31 WERE APPROVED BY COUNCIL RESOLUTION #C18-\_\_ - \_\_ AT COUNCIL MEETING #C18-\_\_ OF JANUARY 15, 2018.**

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Wayne Potoroka, Mayor

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Marta Selassie, A/CAO

# THE CITY OF DAWSON

## Request for Decision



**TO:** Mayor and Council  
**FROM:** Obrian Kydd, CFO  
**DATE:** January 3<sup>rd</sup>, 2018  
**SUBJECT:** Tax Lien Summary: Form TL1

### RECOMMENDATION

THAT Council authenticate the list of delinquencies of taxes by affixing the seal of the City of Dawson as per s. 83(5) of the *Assessment and Taxation Act (ATA)*.

### PURPOSE

To accept the list of delinquencies of taxes and authorize the affixing of the seal.

### 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.

### CURRENT STATUS

Taxes are outstanding for eight properties, totaling \$7,562.78.

### CONSIDERATIONS / DISCUSSION

Next steps: publication of the list after approval. Sixty days after publication of the list, liens will be filed against the properties.

### IMPLICATIONS

**General:** To collect outstanding taxes.

**Financial:** Arrears of taxes totaling \$7,562.78.

**Policy / Legislated Requirements:** Assessment & Taxation Act, 83(1) & 83(5).

**Legal:** As a result of a lien, a property could be seized by the City if taxes are not paid.

**Follow up Action:** Next step, publication of the list. Then sixty days after publication, liens will be filed.

**Communication:** Publication of the list in local newspapers and at City Office and Post Office.

**ALIGNMENT TO OFFICIAL COMMUNITY PLAN & MUNICIPAL PRIORITIES**

**Official Community Plan:** n/a

**Municipal Priorities:** Collection of taxes


**OPTIONS**

n/a

**APPENDICES / SCHEDULES**

Form TL1 in duplicate

**APPROVAL & CAO COMMENTS**

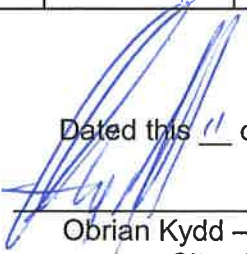
  
Christine Smith, A/CAO

Date:

SCHEDULE II  
**YUKON TERRITORY ASSESSMENT AND TAXATION ACT**  
SECTION 83(1)  
FORM TL1  
**PROPERTIES SUBJECT TO TAX LIEN**  
City of Dawson

Roll #	Title Holder	Location	Legal Description				Certificate of Title	Tax	Arrears of Property Taxes		Balance
			Plan	Lot	Block	Estate			Penalty	Interest/ Other	
D720000210090	Gregory Scott Dumka	Dawson City	96-110	10	2	North End Subdivision	2016Y0617	\$1365.62	\$136.56	\$414.76	\$1916.94
D720000245080	Peter Maxwell	Dawson City	16-002	45	2	North End Subdivision	97Y252	\$800.00	\$80.00	\$12.64	\$892.64
D7402034039030	Joel Robert White	Dawson City	99-223	39		Callison Industrial	2009Y0041	\$1749.55	\$174.96	\$27.69	\$1952.20
D7602031058030	Thorman Drilling Ltd	Dawson City	97-87	1058	116B/3	Dome Road	2013Y0201	\$800.00	\$80.00	\$12.64	\$892.64
D7602031079080	Cathy Wood	Dawson City	06-184	1079A	116B/3	Prospector Road	2007Y0336	\$0.00	\$158.71	\$2.52	\$161.23
D8100080119020	Nicholas Ball & Jacob Baptiste	Dawson City	8338	19 & 20	HA	Harper Estate	2010Y115A	\$1544.40	\$154.44	\$24.40	\$1723.24
D8100080306130	Don Cox Enterprises Ltd.	Dawson City	8338	W1/2 6	HC	Harper Estate	96Y1159	\$0.00	\$5.03	\$20.86	\$25.89

Dated this 11 day of January, 2018.

  
Obrian Kydd – Collector of Taxes  
City of Dawson

# THE CITY OF DAWSON

## Request for Decision



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**TO:** Council  
**FROM:** CAO  
**DATE:** January 9, 2018  
**SUBJECT:** 2018 Council and Committee Meeting Dates

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### RECOMMENDATION

THAT council establish regular council and committee of the whole meeting dates for 2018 as presented in calendar Option C, 2018 Council and Committee of Whole Meeting Dates.

### PURPOSE

The purpose of this document is to assist Council in determining the most appropriate schedule that balances the need for Regular Council (RC) and Committee of the Whole (CoW) meetings with the capacity to provide effective administration and support for those meetings.

### BACKGROUND

Council initiated discussions on the 2018 schedule in December 2017 and provided feedback to administration to ensure meetings are scheduled in a manner that is predictable to the public (standardized), that the schedule allows for thorough Council discussion on items i.e. Committee of the Whole prior to decisions being put in front of Council, that the number and frequency of meetings is such, and that we have the administrative capacity to support the meetings.

### CURRENT STATUS

Council is being presented with four options (see attached Options A, B, C, D): A & B propose the common repeating schedule of Committee of the Whole/Committee of the Whole/Regular Council whereas C & D propose the common repeating but alternating schedule of Committee of the Whole/Council meetings.

All four options have a) been adjusted to reflect statutory holidays, the 2018 municipal elections, and the Christmas holiday; b) Monday as the meeting day for the months of January to March, and October to December; and c) Tuesday as the meeting day for the months of April to September.

## CONSIDERATIONS / DISCUSSION

Options A & B have equal numbers of CoW meetings (22). Option B has one more RC meeting (13) than Option A (12) this was done to establish the proper pattern.

Option C & D each have an equal number of CoW and RC meetings (17).

Options A & C each offer four two-week breaks, Options B & D only offer one two-week break at Christmastime.

While Options A and C are the most accommodating for the annual Federation of Canadian Municipalities meeting (May 31 – June 3<sup>rd</sup>), all options leave these particular dates free of meetings.

While Options A & B are more standardized such that with Option A one could memorize CoW = 2<sup>nd</sup> & 4<sup>th</sup> RC = 3<sup>rd</sup> week, and with Option B one could easily memorize CoW = 1<sup>st</sup> & 3<sup>rd</sup>, RC = 4<sup>th</sup> week. Option C is still standardized because one could recall meetings are alternating and begin the second week of the month, with only three meetings a month. Option D has a pattern whereby the second week of the month is a break and the meetings alternate. It is our administrative belief that all four options are standardized and can be somewhat predictable because of the patterns described above. Additionally, the final schedule would be posted on our website.

While Options A & B offer much more time for discussion between Council and administration, there is an administrative concern that there may be an increase in the number of Special Council meetings because of the reduced number of RC meetings. Increasing the number of Special Council meetings puts more pressure on current administrative capacity. All options presented can be performed within our current administrative capacity.

While Options A & C have the most back to back meetings, there are more two week breaks and considering Option C allows for more RC meetings than Option A it is likely that there will be fewer Special Council meetings with Option C.

Given the considerations of each option, from an administrative perspective Option C is most preferred.

## IMPLICATIONS

**General:** Members of the public will have access to the Council schedule and will likely be able to predict the occurrence of Council meetings.

**Staffing:** Staff work load increases when the number of Council meetings increase and when they are high in frequency i.e. back to back weeks.

**Communication:** The approved 2018 schedule will be posted on the website.

#### OPTIONS

There are four options for Council's consideration (see attached).

#### APPENDICES / SCHEDULES

1. Option A - 2018 Council and Committee of Whole Meeting Dates
2. Option B - 2018 Council and Committee of Whole Meeting Dates
3. Option C - 2018 Council and Committee of Whole Meeting Dates
4. Option D - 2018 Council and Committee of Whole Meeting Dates

#### APPROVAL & CAO COMMENTS

I have reviewed and support the request for decision.

Christine Smith, A/CAO

Date: January 4, 2018

# Option A COUNCIL & COMMITTEE 2018 MEETING SCHEDULE

JANUARY						
SU	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY						
SU	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

MARCH						
SU	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL						
SU	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY						
SU	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE						
SU	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY						
SU	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST						
SU	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	


SEPTEMBER						
SU	M	T	W	TH	F	S
						1
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9	10	11	12	13	14	15
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30						

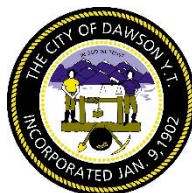
OCTOBER						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER						
SU	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	


DECEMBER						
SU	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

 Council Meeting

 Committee of the Whole



 Election Day

 Council Inaugural Meeting

# Option B COUNCIL & COMMITTEE 2018 MEETING SCHEDULE

JANUARY						
SU	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY						
SU	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

MARCH						
SU	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL						
SU	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY						
SU	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE						
SU	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY						
SU	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				


AUGUST						
SU	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	


SEPTEMBER						
SU	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER						
SU	M	T	W	TH	F	S
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 Council Meeting

 Committee of the Whole



 Election Day

 Council Inaugural Meeting

# Option C COUNCIL & COMMITTEE 2018 MEETING SCHEDULE

JANUARY						
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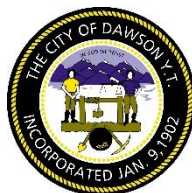
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 Council Meeting

 Committee of the Whole



 Election Day

 Council Inaugural Meeting

# Option D COUNCIL & COMMITTEE 2018 MEETING SCHEDULE

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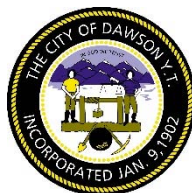
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 Council Meeting

 Committee of the Whole



 Election Day

 Council Inaugural Meeting

# THE CITY OF DAWSON

## Request for Decision



**TO:** Mayor and Council  
**FROM:** Marta Selassie, Recreation Manager  
**DATE:** December 20, 2017  
**SUBJECT:** Recreation Grant Applications

### RECOMMENDATION

That Council approve the Recreation Grants, as recommended by the Recreation Board in the amount of \$1525.

### BACKGROUND / STATUS

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. The 2017-18 Community Lottery Program total funding provided to the City is \$32,368. There has been \$25,406.95 of this total, allocated to date.

### CONSIDERATIONS / DISCUSSION

The Recreation Board recommends to Council that the amount below be approved by resolution. If the recommended grants below are approved \$5,436.05 will remain for 2017-18 funding period.

Project / Description	# of participants	Applicant	Request	Rec. Grant	Approved for
Dawson City Football Club ~ U10 team registration	13	Cara MacAdam	\$525	\$525	Registration fees
Family Hockey Tournament ~ event costs	50	Rec Dept.	\$1000	\$1000	Time keepers, refs
<b>TOTALS</b>			<b>\$1525.00</b>	<b>\$1525.00</b>	

### APPROVAL & CAO COMMENTS

CAO Date:



# THE CITY OF DAWSON

## Request for Decision

---

**TO:** Mayor and Council  
**FROM:** Clarissa Huffman, CDO  
**DATE:** 21 November, 2017  
**SUBJECT:** Request for Building Requirement Extension  
Lot 44 Dome Road

---

### RECOMMENDATION

It is respectfully recommended that:

1. The Request for Extension is approved for an extension for an additional one year.

### PURPOSE

The applicant submitted a letter requesting an extension to their building requirement for Lot 44, Dome Road.

### BACKGROUND

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 Building Requirement (Section 4 of the Land Sale Agreement) stated that:

*"The Purchaser shall develop a single dwelling unit on the Property in accordance with City of Dawson Zoning and all other By-Laws and obtain an occupancy permit from the Building Inspector within three years of the date of the signing of this agreement".*

Section 6.1 of the Agreement states that *" the Vendor shall have the unfettered discretion, upon written request from the Purchaser, to extend the closing date as the Vendor sees fit"*.

### CURRENT STATUS

The applicant has approximately 2 months to fulfill their building requirement. They have submitted a request for an extension.

## CONSIDERATIONS / DISCUSSION

The applicant submitted in their letter a list of the improvements that have been completed to date, including driveway, electric, framing and roofing, insulation and vapour barrier, plumbing, hot water, septic, siding, and other work as per municipal bylaws and the National Building code.

The applicant did not cite any reasons for their request, but have requested a one-year extension. The applicant has completed a reasonable amount of work on improvements towards the building requirement and has requested an extension before the deadline, as per the requirements of Section 6.1. Therefore, Staff does not have an issue with granting an extension for an additional one year. This is fair given that a similar extension has been granted to others. Completion is achievable in this time frame, given the amount of work left to complete, as detailed in the letter.

## IMPLICATIONS

**General:** The applicant met the requirements for requesting an extension as per the Land Sale Agreement, and there is no significant impact to the City.

**Financial:** The applicant is responsible for all associated fees and charges, therefore there is no financial cost to Dawson City.

**Communication:** Notice of decision will be provided to the applicant by mail at the address listed on the letter.

## OPTIONS

Council may consider one of the following options regarding this application:

1. Approve the request for extension.
2. Refuse the request for extension.
3. Defer the request for extension for decision at a later date.

## APPENDICES / SCHEDULES

Appendix A. Letter of Request

Appendix B. Land Sale Agreement

**APPROVAL & CAO COMMENTS**

Respectfully Submitted,

\_\_\_\_\_  
Clarissa Huffman, CDO

\_\_\_\_\_  
Date

I have reviewed and have no further comments regarding this report.

\_\_\_\_\_  
Christine Smith, A/CAO

\_\_\_\_\_  
Date

RECEIVED  
NOV 02 2017

Erik Vadboncoeur-Enderslev / Katrina Diles  
P.O. Box # 553 / #1628  
Dawson City, Yukon  
Y0B 1G0

October 30, 2017

Clarissa Huffman, BA BURPI  
Community Development Officer  
City of Dawson - P.O. Box # 308  
Dawson City, Yukon Y0B 1G0

Dear Clarissa,

We'd like to formally request an extension to our Land Sale Agreement for the country residential Lot # 44 (2 Hillside Crescent) in Dome Rd. Subdivision. Since purchasing the property in March 2015, we have cleared a portion for building, and successfully planned and implemented building a 3-BDR single-dwelling unit.

Since beginning the building process in July 2016 we have successfully completed the following, according to Yukon Building codes and municipal by-laws:

- Drive-way, culvert and dwelling pad with 4' cribbage
- Installation of Electric Power pole and underground cable
- Framing and Roofing
- Insulation and Vapour Barrier
- Installation of windows and doors
- Built 1 exterior deck with stairs
- Indoor Plumbing (2 toilets, 3 sinks, washer, dishwasher, 1500G water tank)
- Installation of Hot Water tank and Propane on Demand Water Heater
- Propane installation
- Indoor and Outdoor Electrical (sockets, switches and lighting)
- Interior Flooring and Bathroom Tile
- Drywall and T&G ceiling
- Walk-in Shower & installation of stand alone Tub
- Installation of Lunos Air-Exchange System (alternative to HRV system)
- Installation of 4-BDR septic system (tank and field)
- Kitchen cabinets, countertops and appliances
- Installation of indoor staircase
- Installation of Electric heat and woodstove
- Installation of exterior siding

With the approval of Mayor and Council, we are seeking an additional 1-year to complete the final stages of our home build. In such, it will allow us adequate time to complete the following building tasks:

- Stair railing and banister (to begin in approx. mid-December)
- Complete woodstove inspection
- Build 1 exterior staircase & landing (late Spring / early Summer)
- Install exterior skirting (late Spring/ early Summer)

Please feel free to give either of us a call if you have any questions.

Thank you for your time and consideration.

Gratefully,



Erik Vadboncoeur-Enderslev  
(867) 993-3837



Katrina Diles  
(867) 993-3522

# LAND SALE AGREEMENT

dated the 9th day of January 2015.

BETWEEN:

**THE CITY OF DAWSON**

(the "Vendor")

- and -

**Erik Vadboncoeur and Katrina Diles**  
(the "Purchaser")

WHEREAS:

A. The Vendor is the owner of property legally described as:

**Lot 44,  
Dome Road Subdivision,  
Dawson City, Yukon Territory,  
Plan 101170 CLSR**

(the "Property")

B. The Vendor has agreed to sell and the Purchaser has agreed to purchase the Property.

IN CONSIDERATION OF the premises, and the covenants and agreements hereinafter set forth, the parties hereto agree as follows:

1. SALE AND PURCHASE

1.1 The Vendor hereby agrees to sell and the Purchaser hereby agrees to purchase the Property on an as is, where is basis for the price on the terms and conditions herein contained.

2. PURCHASE PRICE

2.1 The purchase price shall be the sum of **(\$92,467.23) plus Goods and Services Tax** (the "Purchase Price"), of which the Deposit shall form a part. The full Purchase Price shall be paid by **March 19, 2015**.

3. DEPOSIT

- 3.1 The receipt sum of **(\$24,041.48)** being a deposit (the "Deposit") on account of the Purchase Price, is hereby acknowledged by the Vendor. The Deposit shall be applied against the Purchase Price for the Property. If the purchaser cancels this Agreement prior to full payment, the purchaser forfeits \$300 and the remaining amount will be refunded. After receipt of full payment the full deposit is non-refundable.

4. BUILDING REQUIREMENT

- 4.1 The Purchaser shall develop a single dwelling unit on the Property in accordance with City of Dawson Zoning and all other Bylaws and obtain an occupancy permit from the Building Inspector within three (3) years of the date of the signing of this Agreement ("Building Requirement").
- 4.2 The Vendor is entitled to make such inquiries, require the Purchaser to produce such evidence, and to have access to the Property, as are reasonably necessary in order to verify that the terms set out in this Agreement are complied with.

5. TRANSFER TO PURCHASER

- 5.1 Upon proof in writing being provided by the Purchaser to the Vendor that the Building Requirement has been satisfied and the Purchase Price paid in full, the Vendor shall provide a Transfer of the Property, in registrable form, free and clear of all encumbrances except restrictive covenants, reservations and exceptions in the original grant from the Crown, and easements in favour of utilities and public authorities.
- 5.2 It shall be the responsibility of the Purchaser to arrange for and pay the costs for the registration of the Transfer in the Land Titles Office (Yukon).
- 5.3 If the Purchaser requires a Transfer to register the Property in the name of the Purchaser to facilitate Mortgage financing with a commercial lender for the purpose of meeting the Building Requirement, the Vendor may, in its discretion, provide a Transfer, in trust, to a lawyer acting for Purchaser for that purpose. In these circumstances, the Building Requirement shall continue and the trust condition imposed upon the lawyer may require the registration of a Caveat until the Building Requirement and other conditions of this Agreement have been met.
- 5.4 The Purchaser shall pay all fees in connection with the registration of the Transfer of the Property, and any Caveat registered in connection therewith.

6. EXTENSION AND TERMINATION BY VENDOR

- 6.1 The Vendor shall have the unfettered discretion, upon written request from the Purchaser, to extend the closing date as the Vendor sees fit.
- 6.2 If the Purchaser fails to pay the Purchase Price and/or complete the Building Requirement within the time or times provided the transaction contemplated in this Agreement shall, at the option of the Vendor, be null and void and any improvements made to the Property shall be forfeited to the Vendor. Such action shall be without limitation to other remedies available to the Vendor, including an action for damages.

7. POSSESSION

- 7.1 The Purchaser is to have vacant possession of the Property on payment of the Deposit ("Possession Date").

8. ADJUSTMENTS

- 8.1 There shall be no adjustments with respect to rents, taxes, utilities, licenses, insurance and other items normally adjusted between a vendor and a purchaser on the sale of land in the Yukon Territory. The Purchaser shall be responsible for all taxes, insurance and other charges from and after the Possession Date.

9. COSTS

- 9.1 The Purchaser shall pay all fees in connection with the registration of the Transfer of the Property, and any Caveat registered in connection therewith.

10. NO ENCUMBRANCES

- 10.1 The Property shall be transferred by the Vendor free and clear of all encumbrances except restrictive covenants, reservations and exceptions in the original grant from the Crown and easements in favour of utilities and public authorities.
- 10.2 The Purchaser shall keep the Land free and clear of any and all liens, charges, judgements, claims and encumbrances whatsoever that have not been specifically consented to in writing by the Vendor.

11. RISK, INDEMNITY AND INSURANCE

11.1 The Property and any improvements thereon will be at the risk of the Purchaser from the Possession Date. The Purchaser shall indemnify the Vendor against any claim for damages of any kind and/or injury (including death) in respect to the Purchaser's possession of the Property from the Possession Date. The Purchaser shall, if required by the Vendor, adequately insure against the risks aforesaid with the Vendor as an additional insured.

12. GOVERNING LAW

12.1 This offer and the Agreement which will result from its acceptance shall be governed by and construed in accordance with the laws of the Yukon Territory.

13. TIME OF THE ESSENCE

13.1 Time shall be of the essence hereof.

14. REPRESENTATIONS

14.1 There are no representations, warranties, guarantees, promises or agreements other than those contained herein, all of which contained herein will survive the completion of the sale.

15. COUNTERPART AND FAX

15.1 This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which shall together constitute one and the same document. Delivery of a faxed or electronic copy of the Agreement or any amendment thereto shall be deemed to constitute sufficient delivery thereof.

16. ASSIGNMENT

16.1 This Agreement is not assignable by the Purchaser.

17. NUMBER AND GENDER

17.1 Wherever the singular or the masculine is used in this Agreement, the same shall be construed as meaning the plural or the feminine or the body corporate or politic where the

context or the parties so require.

18. FURTHER ASSURANCES.

18.1 The parties hereto shall execute such further documents and do such other things as may be necessary or desirable to give effect to the intent of this Agreement.

19. ENTIRE AGREEMENT.


19.1 The provisions herein constitute the entire agreement between the parties and there are no representations or warranties, express or implied, statutory or otherwise and no agreements collateral hereto other than as expressly set forth or referred to herein.

20. AMENDMENTS.

20.1 No modification, variation or amendment of any provision of this Agreement shall be made except by a written agreement and no waiver of any provision hereof shall be effective unless in writing.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

c/s

) CITY OF DAWSON  
) By:  
) 

) Mayor Wayne Potoroka

)  
) 

) CAO, Jeff Renaud


SIGNED in the presence of:



Witness



Witness

)  
) 

) Purchaser

)   
) Purchaser



# THE CITY OF DAWSON

## Request for Decision

---

**TO:** Mayor and Council  
**FROM:** Clarissa Huffman, CDO  
**DATE:** 24 November, 2017  
**SUBJECT:** Request for Building Requirement Extension  
Lot 42 Dome Road

---

### RECOMMENDATION

It is respectfully recommended that:

1. The Request for Extension is approved for an extension for an additional one year.

### PURPOSE

The applicant submitted a letter requesting an extension to their building requirement for Lot 42, Dome Road.

### BACKGROUND

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 Building Requirement (Section 4 of the Land Sale Agreement) stated that:

*"The Purchaser shall develop a single dwelling unit on the Property in accordance with City of Dawson Zoning and all other By-Laws and obtain an occupancy permit from the Building Inspector within three years of the date of the signing of this agreement".*

Section 6.1 of the Agreement states that *" the Vendor shall have the unfettered discretion, upon written request from the Purchaser, to extend the closing date as the Vendor sees fit"*.

### CURRENT STATUS

The applicant has approximately 2 months to fulfill their building requirement. They have submitted a request for an extension.

**CONSIDERATIONS / DISCUSSION**

The applicant submitted in their letter a list of the improvements that have been completed to date, including a driveway, electricity, foundation, framing, roofing, and clad to weather.

The applicant did not cite any reasons for their request, but have requested a one-year extension. The applicant has completed a reasonable amount of work on improvements towards the building requirement and has requested an extension before the deadline, as per the requirements of Section 6.1. Therefore, Staff does not have an issue with granting an extension for an additional one year. This is fair given that a similar extension has been granted to others. Completion is achievable in this time frame, given the amount of work left to complete, as detailed in the letter.

**IMPLICATIONS**

**General:** The applicant met the requirements for requesting an extension as per the Land Sale Agreement, and there is no significant impact to the City.

**Financial:** The applicant is responsible for all associated fees and charges, therefore there is no financial cost to Dawson City.

**Communication:** Notice of decision will be provided to the applicant by mail at the address listed on the letter.

**OPTIONS**

Council may consider one of the following options regarding this application:

1. Approve the request for extension.
2. Refuse the request for extension.
3. Defer the request for extension for decision at a later date.

**APPENDICES / SCHEDULES**

Appendix A. Letter of Request

Appendix B. Land Sale Agreement

**APPROVAL & CAO COMMENTS**

Respectfully Submitted,

\_\_\_\_\_  
Clarissa Huffman, CDO

\_\_\_\_\_  
Date

I have reviewed and have no further comments regarding this report.

\_\_\_\_\_  
Christine Smith, A/CAO

\_\_\_\_\_  
Date

Alexandra Winton & Spruce Gerberding  
PO Box 1652  
Dawson City, Yukon

City of Dawson  
PO Box 308  
Dawson City, Yukon

RE: Land Sale Agreement, 26 Hillside Crescent (Formerly Lot 42 Dome Road Subdivision)

Dear Mayor and Council,

Please accept this letter as our formal request for a 12-month building extension for our above-mentioned property at Hillside Crescent.

As per the Land Sale Agreement, signed with City of Dawson on January 14, 2015, we were expected to obtain occupancy for the property by January, 2018. While we are progressing nicely toward completion, it is unlikely that our home will be finished by that time.

To date, we have completed:

- a small rental cabin on the property,
- the driveway to the main house,
- power to both structures,
- foundation for main house,
- main house framing and roof – our home is now clad to weather (windows and doors are all installed, insulating is nearly complete).

We would be happy to provide pictures of our progress to date, and/or inspection reports.

Our plan is to complete the structure over the winter, with a move-in goal of October, 2018. In anticipation of potential construction issues, we are requesting an extension until January, 2019.

Please feel free to contact us with any questions.

Thank you for your time,

Allie Winton and Spruce Gerberding

# LAND SALE AGREEMENT

dated the 14 th day of January 2015.

BETWEEN:

**THE CITY OF DAWSON**

(the "Vendor")

- and -

**Simon Gerberding and Alexandra Winton**

(the "Purchaser")

WHEREAS:

A. The Vendor is the owner of property legally described as:

**Lot 42,  
Dome Road Subdivision,  
Dawson City, Yukon Territory,  
Plan 101170 CLSR**

(the "Property")

B. The Vendor has agreed to sell and the Purchaser has agreed to purchase the Property.

IN CONSIDERATION OF the premises, and the covenants and agreements hereinafter set forth, the parties hereto agree as follows:

1. SALE AND PURCHASE

1.1 The Vendor hereby agrees to sell and the Purchaser hereby agrees to purchase the Property on an as is, where is basis for the price on the terms and conditions herein contained.

2. PURCHASE PRICE

2.1 The purchase price shall be the sum of **(\$75,264.02) plus Goods and Services Tax** (the "Purchase Price"), of which the Deposit shall form a part. The full Purchase Price shall be paid by **March 19, 2015**.

3. DEPOSIT

- 3.1 The receipt sum of **(\$15,805.45)** being a deposit (the "Deposit") on account of the Purchase Price, is hereby acknowledged by the Vendor. The Deposit shall be applied against the Purchase Price for the Property. If the purchaser cancels this Agreement prior to full payment, the purchaser forfeits \$300 and the remaining amount will be refunded. After receipt of full payment the full deposit is non-refundable.

4. BUILDING REQUIREMENT

- 4.1 The Purchaser shall develop a single dwelling unit on the Property in accordance with City of Dawson Zoning and all other Bylaws and obtain an occupancy permit from the Building Inspector within three (3) years of the date of the signing of this Agreement ("Building Requirement").
- 4.2 The Vendor is entitled to make such inquiries, require the Purchaser to produce such evidence, and to have access to the Property, as are reasonably necessary in order to verify that the terms set out in this Agreement are complied with.

5. TRANSFER TO PURCHASER

- 5.1 Upon proof in writing being provided by the Purchaser to the Vendor that the Building Requirement has been satisfied and the Purchase Price paid in full, the Vendor shall provide a Transfer of the Property, in registrable form, free and clear of all encumbrances except restrictive covenants, reservations and exceptions in the original grant from the Crown, and easements in favour of utilities and public authorities.
- 5.2 It shall be the responsibility of the Purchaser to arrange for and pay the costs for the registration of the Transfer in the Land Titles Office (Yukon).
- 5.3 If the Purchaser requires a Transfer to register the Property in the name of the Purchaser to facilitate Mortgage financing with a commercial lender for the purpose of meeting the Building Requirement, the Vendor may, in its discretion, provide a Transfer, in trust, to a lawyer acting for Purchaser for that purpose. In these circumstances, the Building Requirement shall continue and the trust condition imposed upon the lawyer may require the registration of a Caveat until the Building Requirement and other conditions of this Agreement have been met.
- 5.4 The Purchaser shall pay all fees in connection with the registration of the Transfer of the Property, and any Caveat registered in connection therewith.

6. EXTENSION AND TERMINATION BY VENDOR

- 6.1 The Vendor shall have the unfettered discretion, upon written request from the Purchaser, to extend the closing date as the Vendor sees fit.
- 6.2 If the Purchaser fails to pay the Purchase Price and/or complete the Building Requirement within the time or times provided the transaction contemplated in this Agreement shall, at the option of the Vendor, be null and void and any improvements made to the Property shall be forfeited to the Vendor. Such action shall be without limitation to other remedies available to the Vendor, including an action for damages.

7. POSSESSION

- 7.1 The Purchaser is to have vacant possession of the Property on payment of the Deposit ("Possession Date").

8. ADJUSTMENTS

- 8.1 There shall be no adjustments with respect to rents, taxes, utilities, licenses, insurance and other items normally adjusted between a vendor and a purchaser on the sale of land in the Yukon Territory. The Purchaser shall be responsible for all taxes, insurance and other charges from and after the Possession Date.

9. COSTS

- 9.1 The Purchaser shall pay all fees in connection with the registration of the Transfer of the Property, and any Caveat registered in connection therewith.

10. NO ENCUMBRANCES

- 10.1 The Property shall be transferred by the Vendor free and clear of all encumbrances except restrictive covenants, reservations and exceptions in the original grant from the Crown and easements in favour of utilities and public authorities.
- 10.2 The Purchaser shall keep the Land free and clear of any and all liens, charges, judgements, claims and encumbrances whatsoever that have not been specifically consented to in writing by the Vendor.

11. RISK, INDEMNITY AND INSURANCE

- 11.1 The Property and any improvements thereon will be at the risk of the Purchaser from the Possession Date. The Purchaser shall indemnify the Vendor against any claim for damages of any kind and/or injury (including death) in respect to the Purchaser's possession of the Property from the Possession Date. The Purchaser shall, if required by the Vendor, adequately insure against the risks aforesaid with the Vendor as an additional insured.

12. GOVERNING LAW

- 12.1 This offer and the Agreement which will result from its acceptance shall be governed by and construed in accordance with the laws of the Yukon Territory.

13. TIME OF THE ESSENCE

- 13.1 Time shall be of the essence hereof.

14. REPRESENTATIONS

- 14.1 There are no representations, warranties, guarantees, promises or agreements other than those contained herein, all of which contained herein will survive the completion of the sale.

15. COUNTERPART AND FAX

- 15.1 This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which shall together constitute one and the same document. Delivery of a faxed or electronic copy of the Agreement or any amendment thereto shall be deemed to constitute sufficient delivery thereof.

16. ASSIGNMENT

- 16.1 This Agreement is not assignable by the Purchaser.

17. NUMBER AND GENDER

- 17.1 Wherever the singular or the masculine is used in this Agreement, the same shall be construed as meaning the plural or the feminine or the body corporate or politic where the



**THE CITY OF DAWSON**  
**ZONING BYLAW AMENDMENT #17**  
**BYLAW #2017 – 14**

A bylaw to amend the Zoning Bylaw #12-27

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WHEREAS Section 289 of the *Municipal Act*, (R.S.Y. 2002), and amendments thereto provides that a Council may, by a Zoning Bylaw, prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS Section 294 to 296 of the *Municipal Act*, (R.S.Y. 2002), and amendments thereto provides for amendment of the Zoning Bylaw; and

WHEREAS it is deemed desirable and expedient to amend the City of Dawson Zoning Bylaw #12-27;

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

**SHORT TITLE**

1. This bylaw may be cited as the "Zoning Bylaw Amendment #17 Bylaw".

**AMENDMENTS**

2. Section 6, 'R1 Zone', is hereby amended as follows:

Inclusion of Subsection 6.3, 'Site Specific Exceptions':

6.3.1 The following provisions apply only to the lands identified as Lots 3,4,5,6,23,77, 22, 76, 35, and 36, as identified in Schedule 1 of this bylaw:

.3 Minimum setback of buildings from interior side parcel line for a dwelling	0 m
-------------------------------------------------------------------------------	-----

To allow for a series of duplexes that have a shared wall on the shared lot line.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO

**COMING INTO FORCE**

3. This bylaw shall come into full force and effect on the final passing thereof.

READ A FIRST TIME THIS 27<sup>TH</sup> DAY OF NOVEMBER, 2017.

PUBLIC NOTICE THIS \_\_\_<sup>TH</sup> DAY OF NOVEMBER, 2017.

PUBLIC NOTICE THIS \_\_ DAY OF \_\_\_\_\_, 20\_\_.

SUBMITTED TO A PUBLIC HEARING THIS 18<sup>TH</sup> DAY OF DECEMBER, 2017.

READ A SECOND TIME THIS 18<sup>TH</sup> DAY OF DECEMBER, 2018.

READ A THIRD TIME AND FINALLY PASSED THIS \_\_\_<sup>H</sup> DAY OF \_\_\_\_\_, 20\_\_\_\_\_.

---

Wayne Potoroka, Mayor

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Christine Smith, CAO

Tue 1/9/2018 12:50 PM

RE: Inquiring about a Letter of Support for the New Youth Centre Facility

Hey Heather!

I hope this reaches you well!

I am reaching out on behalf of the Youth Services Team at TH.

We are currently working on an application for Community Development Fund tier 3 with YG. A part of this application is letters of support from community partners and groups.

We are hoping to get a letter of support from the City of Dawson and Mayor and council. The application deadline is next Monday January 15, 2018

Best

---

Michael MacLean

Youth Support Worker

*Tr'ondëk Hwëch'in Government*

*Health and Social Department*

[michael.maclean@trondek.ca](mailto:michael.maclean@trondek.ca)

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**Whats it this letter of support for:**

-NEW build/renovation of the old youth centre on Second Street

- Our new facility will provide space for programming/support of all kinds. While it is mainly geared towards youth ages 10-18 our new facility will also be designed for young adults up to 30 for the off hours off younger youth programming! We currently have Trina Buhler designing the new space for us while using a community consultation approach by checking in with the youth about the design.

-Gives Dawson a safe youth space. A place for us to program for TH and NON-th youth. Provide a non alcoholic space for young adults when scheduling allows.

-Provide access to programs and facilities ranging from cooking, to meeting spaces, to art space, study spaces, a space that can be flexible to our constantly growing programming needs.

For more information on the types of programs we do visit: [trondekyouthservices.com](http://trondekyouthservices.com)



- b. Moved by Catherine McCrystal, seconded by Paul Robitaille that the Recreation Board grant \$350 towards tournament registration for the women's baseball (R17-05-04).

**CARRIED 4-0**

- c. Moved by Paul Robitaille, seconded by Catherine McCrystal that the Recreation Board grant Sara Stephens and the grade 10 class \$987 towards the Chilkoot trail hiking trip (R17-05-05).

**CARRIED 4-0**

- d. Moved by Dawn Kisoun, seconded by Paul Robitaille that the Recreation Board grant Sara Stephens \$250 towards Spencer's hockey camp registration fees (R17-05-06).

**CARRIED 4-0**

8. RECEIPT APPROVAL:

- a. Crystal Everitt - approved

9. PLANNING:

- a.

10. OTHER BUSINESS:

- a. Evening Facilities – one of the board members wanted to address a concern about some of the night time activities and such that have been happening at the gazebo and Front Street Washrooms. The recreation manager explained that Chief Isaac had been hired to preform security checks of the washrooms and the fitness centre as well as the RCMP had been notified to include these areas in their night time patrols.
- b. Rec Centre – the recreation manager provided the board with a verbal update on the facility.

11. NEXT MEETING:

- a. Monday, September 18, 2017 5:30 pm.

ADJOURNMENT: The meeting adjourned at 6:30 pm

originals signed by \_\_\_\_\_  
Chair Person  
Peter Menzies

originals signed by \_\_\_\_\_  
Recreation Manager  
Marta Selassie

**MINUTES OF COMMITTEE OF WHOLE CW17-22** of the council of the City of Dawson called for 7:00 PM on Monday, December 11, 2017 in the City of Dawson Council Chambers.

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<b>PRESENT:</b>	Mayor	Wayne Potoroka
	Councillor	Jay Farr
	Councillor	Stephen Johnson
	Councillor	Bill Kendrick
	Councillor	Kyla MacArthur

<b>ALSO PRESENT:</b>	CAO	Christine Smith
	EA	Heather Favron
	CDO	Clarissa Huffman
	PW Superintendent	Louis Gerberding

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**Agenda Item:** Call to Order

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The Chair, Wayne Potoroka called the meeting to order at 7:04 PM.

Councillor MacArthur declared a conflict with agenda item 6(g), Request for Decision RE: Contract Award for OCP/ZBL Review.

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**Agenda Item:** Agenda

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**CW17-24-01** Moved by Councillor Johnson, seconded by Councillor Kendrick that the agenda for committee of the whole meeting #CW17-24 be accepted as amended.  
Carried 5-0

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**Agenda Item:** Delegations

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a) James Paterson, Fire Marshal and Director, Fire and Life Safety, Yukon Fire Marshal's Office

Mr. James Paterson was in attendance to provide the committee with a presentation on roles and responsibilities of the Yukon Fire Marshal's Office. He explained to the committee that the Yukon Fire Marshal's Office is responsible for public life safety legislation, fire education and fire suppression in unincorporated communities; as well as, providing assistance to municipal fire departments. They provide the full range of training; however, their focus is with basic training. The Yukon Fire Marshal's Office can assist Dawson with training, but not on a consistent basis.

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**Agenda Item:** Adoption of Minutes

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a) Committee of the Whole Meeting Minutes #CW17-22 of November 22, 2017

**CW17-24-02** Moved by Councillor Kendrick, seconded by Councillor Johnson that the minutes of committee of the whole meeting #CW17-22 of November 22, 2017, be accepted as presented. Carried 5-0

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**Agenda Item:** Committee Discussion RE: 2018 Meeting Dates

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The committee reviewed the two options presented for council and committee of whole 2018 meeting dates. The committee did not support forwarding a recommendation to council to move to a two meeting per month schedule. The committee requested administration bring forward additional options for consideration.

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**Agenda Item:** Committee Discussion RE: Deputy Mayor Appointments

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**CW17-24-03** Moved by Councillor Potoroka, seconded by Councillor Johnson that committee of the whole recommends council approve deputy mayor appointments for 2018 as follows: January 01 – March 15: Councillor Farr; March 16 – May 30: Councillor Johnson; June 01 – August 15: Councillor MacArthur; August 16 to October 29: Councillor Kendrick. Carried 5-0

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**Agenda Item:** Information Report: Volunteer Service Recognition

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The committee noted Karen Farr, volunteer at the free store, was missing from the list of volunteers.

**CW17-24-04** Moved by Councillor Kendrick, seconded by Councillor Farr that committee of the whole acknowledge receipt of the information report RE: Volunteer Service Recognition; provided for informational purposes. Carried 5-0

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**Agenda Item:** Committee Discussion RE: Budget Priorities/2018 Provisional Budget

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**CW17-24-05** Councillor MacArthur, seconded by Councillor Johnson that committee of the whole forward the 2018 Provisional Operating Budget, as presented, to council with a recommendation to approve. Carried 5-0

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**Agenda Item:** Request for Decision: Fire Chief Vehicle Replacement and Disposal

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The committee requested additional information regarding

- travel costs
- \$2,500 for transfer of lights and radio to the new vehicle
- whether the logo could be done locally, and
- who on behalf of the city was in attendance at the sealed bid opening

The CAO confirmed she will investigate and report back to the committee.

**CW17-24-06** Moved by Councillor Potoroka, seconded by Councillor Kendrick that committee of the whole forward the Request for Decision RE 07Protective Services Vehicle Replacement to council with a recommendation to approve. Carried 5-0

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**Agenda Item:** Request for Decision: Solid Waste Management Recycling Program Design

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**CW17-24-07** Moved by Councillor Kendrick, seconded by Councillor MacArthur that committee of the whole forward the Request for Decision RE Solid Waste Management Recycling Program Design to council with a recommendation to approve. Carried 5-0

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**Agenda Item:** Request for Decision: Contract Award for OCP/ZBL Review

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*Councillor MacArthur stepped down from committee of whole at 8:06 PM.*

The committee requested additional information be provided regarding the consultant's plan for working with the town and public consultation.

**CW17-24-08** Moved by Councillor Kendrick, seconded by Councillor Johnson that committee of the whole forward the Request for Decision RE Official Community Plan and Zoning Bylaw Review Contract Award to council with a recommendation to approve. Carried 4-0

*Councillor MacArthur returned to committee of the whole at 8:11 PM.*

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**Agenda Item:** Request for Decision: Zoning Bylaw Amendment No.17

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**CW17-24-09** Moved by Councillor Potoroka, seconded by Councillor Kendrick that committee of the whole forward bylaw #2017-14 being the Zoning Bylaw Amendment No. 17 to council with a recommendation to proceed with second reading. Carried 4-1

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**Agenda Item:** Request for Decision: RFP for North End Planning

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The committee suggested the following revisions be made to the RFP

- ensure sensitivity to neighbour hood values is included
- change wording of "direly" to "lots"
- first paragraph on page 4, remove wording "approximately 15-20 lots"
- under Specifications and Scope of Work, (1) bullet #3 should be before bullet #2, and (2) the word "phased" be removed from the last bullet.

**CW17-24-10** Councillor MacArthur, seconded by Mayor Potoroka that committee of the whole forward the Request for Decision RE: Request for Proposals: North End Planning to council with a recommendation to approve. Carried 5-0

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**Agenda Item:** Development Permit 17-119 (East Bench Class 1)

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The committee provided an opportunity for members of the galley to comment.

Jim Taggart expressed his desire to see council support the recommendation of the CDO to reject the application, and provided the reasons why he would like the application rejected.

Katherine Selkirk was present on behalf of KATTS to inform the committee that a lot of concerns have been expressed by their members. She explained that KATTS would like to work with the city to protect these trails, and noted the trails are gaining popularity and the number of users are steadily increasing.

- CW17-24-11** Moved by Councillor Johnson, seconded by Councillor Kendrick that committee of the whole move into a closed session for the purposes of discussing a legal related matter as authorized by section 213 (3) of the Municipal Act. Carried 5-0
- CW17-24-12** Moved by Councillor Potoroka, seconded by Councillor Kendrick that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 5-0
- CW17-24-12** Moved by Councillor Potoroka, seconded by Councillor Kendrick that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 5-0
- CW17-24-13** Moved by Councillor Potoroka, seconded by Councillor MacArthur that committee of the whole forward the Request for Decision RE: Development Permit #17-119, East Bench Class 1 Notification, to council with a recommendation for a decision. Carried 5-0

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**Agenda Item:** Association of Yukon Communities (AYC) Report

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Councillor MacArthur, council's representative on AYC, provided a verbal report to the committee with an update and highlights of the December AYC Board Meeting.

- CW17-24-14** Moved by Councillor Potoroka, seconded by Councillor Johnson that committee of the whole acknowledge receipt of the verbal report RE: Association of Yukon Communities. Carried 5-0

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**Agenda Item:** Correspondence

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- CW17-24-15** Moved by Councillor Potoroka, seconded by Councillor Kendrick that committee of the whole acknowledge receipt of the following correspondence:  
Klondike Development Organization RE: Development Incentives - KATTS RE: Development Permit Application #17-119. Carried 5-0

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**Agenda Item:** Adjournment

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- CW17-24-16** Councillor MacArthur, seconded by Councillor Johnson that Committee of the Whole meeting CW17-24 be adjourned at 9:56 PM. Carried 5-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW17-24 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW18-01-02 AT COMMITTEE OF WHOLE MEETING CW18-01 OF JANUARY 8, 2018.**

Original signed by:  
Wayne Potoroka, Chair

Christine Smith, Interim CAO

**MINUTES OF SPECIAL COMMITTEE OF WHOLE CW17-25** of the council of the City of Dawson called for 12:00 PM on Tuesday, December 19, 2017 in the City of Dawson Council Chambers.

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<b>PRESENT:</b>	Mayor Councillor Councillor Councillor Councillor	Wayne Potoroka Jay Farr Stephen Johnson Bill Kendrick Kyla MacArthur
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<b>ALSO PRESENT:</b>	A/CAO CDO	Marta Selassie Clarissa Huffman
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**Agenda Item:** Call to Order

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The Chair, Mayor Potoroka called the meeting to order at 7:00 PM.

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**Agenda Item:** Agenda

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**CW17-25-01** Councillor MacArthur, seconded by Councillor Kendrick that the agenda for committee of the whole meeting CW17-25 be accepted as presented. Carried 5-0

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**Agenda Item:** Closed Session

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**CW17-25-02** Moved by Councillor Kendrick, seconded by Councillor Johnson that committee of the whole move into a closed session for the purposes of discussing a land related matter as authorized by Section 213 (3) of the Municipal Act. Carried 5-0

**CW17-25-03** Moved by Councillor Kendrick, seconded by Councillor Johnson that committee of the whole reverts to an open session of committee of the whole and proceeds with the agenda. Carried 5-0

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**Agenda Item:** Adjournment

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**CW17-25-04** Moved by Councillor Kendrick, seconded by Councillor Johnson that Committee of the Whole meeting CW17-25 be adjourned at 12:56 PM. Carried 5-0

**THE MINUTES OF COMMITTEE OF WHOLE MEETING CW17-25 WERE APPROVED BY COMMITTEE OF WHOLE RESOLUTION #CW18-01-03 AT COMMITTEE OF WHOLE MEETING CW18-01 OF JANUARY 8, 2018.**

Original signed by:  
Wayne Potoroka, Chair

Marta Selassie, A/CAO